

NORTHFIELD TOWNSHIP BOARD AGENDA

NOTICE OF SPECIAL MEETING

September 8, 2015 - - 7:00 PM
8350 Main Street, 2nd Floor

CALL TO ORDER
PLEDGE/INVOCATION
ROLL CALL
ADOPT BALANCE OF AGENDA
CALL TO THE PUBLIC

CLOSED SESSION PER MCL 15.268(8)(d) – To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained

2nd CALL TO THE PUBLIC
BOARD MEMBER COMMENTS
ADJOURNMENT

Regular Business Meeting Begins at 8:30 pm

* Denotes previous backup; + denotes no backup in package

This notice is posted in compliance with PA 267 of 1976 as amended (Open Meetings Act) MCLA 41.72A (2) (3) and the Americans with Disabilities Act. (ADA) individuals with disabilities requiring auxiliary aids or services should contact the Northfield Township Office, (734-449-2880) seven days in advance.

NORTHFIELD TOWNSHIP BOARD AGENDA

NOTICE OF SPECIAL MEETING

September 8, 2015 - - 7:45 PM
8350 Main Street, 2nd Floor

CALL TO ORDER
PLEDGE/INVOCATION
ROLL CALL
ADOPT BALANCE OF AGENDA
CALL TO THE PUBLIC

CLOSED SESSION PER MCL 15.268(8)(a) To consider the personnel evaluation of a public officer, employee, staff member, or individual agent.

2nd CALL TO THE PUBLIC
BOARD MEMBER COMMENTS
ADJOURNMENT

Regular Business Meeting Begins at 8:30 pm

* Denotes previous backup; + denotes no backup in package

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NORTHFIELD TOWNSHIP BOARD AGENDA

September 8, 2015 - - 8:30 PM

8350 Main Street, 2nd Floor

CALL TO ORDER

PLEDGE/INVOCATION

ROLL CALL

CONSENT AGENDA: Minutes, Bills

ADOPT BALANCE OF AGENDA

CALL TO THE PUBLIC

CORRESPONDENCE AND ANNOUNCEMENTS

REPORTS/UPDATES

- Department Head Reports
- ZBA Report
- Planning Commission Report
- Parks and Rec Report
- Financial Report
- Township Manager's Report

AGENDA ITEMS

1. Fees for Civic Event Applications for non-profit organizations
2. Civic Event Application – The Chambers Artisan Market
3. Cell Phone Stipend
4. WWTP Equalization Tank
5. Auditor Contract

2nd CALL TO THE PUBLIC

BOARD MEMBER COMMENTS

ADJOURNMENT

* Denotes previous backup; + denotes no backup in package

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NORTHFIELD TOWNSHIP
Township Board
Minutes
August 25, 2015

CALL TO ORDER

The meeting was called to order at 7:00 P.M. by Supervisor Engstrom at 8350 Main Street.

PLEDGE

Supervisor Engstrom led those present in the Pledge of Allegiance.

ROLL CALL

Marilyn Engstrom, Supervisor	Present
Angela Westover, Clerk	Present
Kathy Braun, Treasurer	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present
Tracy Thomas, Trustee	Present

Also present:

Township Manager Howard Fink
Wastewater Treatment Plant Superintendent
Tim Hardesty
Public Safety Director William Wagner
Police Lt. Tim Greene
Community Center Director Tammy Averill
Township Attorney Paul Burns
Recording Secretary Lisa Lemble
Members of the community

CONSENT AGENDA:

- **Minutes**
- **Bills**

At Dockett's request Bills and Minutes were added to the agenda as Item 13.

ADOPT BALANCE OF AGENDA

- **Motion:** Engstrom moved, Chick supported, that the balance of the agenda be adopted as presented.
Motion carried 7—0 on a voice vote.

FIRST CALL TO THE PUBLIC

No comments.

CORRESPONDENCE AND ANNOUNCEMENTS

None.

REPORTS

Dockett and Otto asked several questions about the Fire, Police, Community Center, and Manager's reports.

- **Motion:** Chick moved, Otto supported, to accept the resignation of Part-time Police Officer Patrick Leedle, effective July 28, 2015.
Motion carried 7—0 on a voice vote.

- **Motion:** Chick moved, Otto supported, to approve the purchase of an In-Car Video System from L-3 Mobile Vision, Inc. for the sum of \$62,561.00, budgeted out of Federal Forfeiture Funds.
Motion carried 7—0 on a voice vote.

- **Motion:** Engstrom moved, Braun supported, to approve the participation in the NFIP Community Rating system through FEMA.
Motion carried 7—0 on a voice vote.

AGENDA ITEMS

1.

Fee for Civic Event Permit: Elevate Concert Series

Fink explained that the organizing sponsoring of this event is non-profit, but does not have 501(c)(3) status. Dockett said permit fees should be waived for all non-profits or for none. Braun noted that the Board previously passed a motion waiving fees for 501(c)(3) organizations. It was agreed to add a motion to the next agenda to make that change to the ordinance.

- **Motion:** Chick moved, Thomas supported, that the \$100 Civic Event Permit application fee for the Elevate Concert Series be waived.

Fink noted that he has a business relationship with the person who runs this organization.

Motion carried 7—0 on a voice vote.

2.

Civic Event Permit: Homecoming Parade

- **Motion:** Engstrom moved, Thomas supported, to approve the Whitmore Lake High School Homecoming Parade civic event.
Motion carried 7—0 on a voice vote.

3.

**Resolution for Road Closure:
Homecoming Parade**

- **Motion:** Chick moved, Otto supported, to approve the resolution regarding a Temporary Road Closure requested by Whitmore Lake Public Schools for the Homecoming Parade. **Motion carried 7—0 on a roll call vote. Resolution adopted.**

4.

Kiwanis Request to Use 75 Barker Road

- **Motion:** Engstrom moved, Chick supported, to approve the use of 75 Barker Road for the Kiwanis rummage sale. **Motion carried 7—0 on a voice vote.**

5.

**Gyoa Leasing, Inc. (aka Steele Trucking):
Conditional Use Permit Approval**

- **Motion:** Chick moved, Braun supported, that a conditional use for Gyoa Leasing, Inc., also known as Steele Trucking, case JPC15005, for a trucking facility, maintenance shop, and retail sales use on a 10.1 acre site, zoned General Industrial, Parcel B02-21-300-015, at 1451 N. Territorial Road, with a list of materials as provided in a letter by Atwell LLC dated August 4, 2015, as a condition.

Motion carried 7—0 on a voice vote.

6.

**Library Request to Waive
Conditional Use and Site Plan Review Fees**

- **Motion:** Engstrom moved to approve the request to waive the conditional use and site plan review fees for the Library.

Dockett objected, noting that there are significant costs involved in holding Planning Commission meetings which must be covered.

Engstrom withdrew her motion.

Otto referred to the discussion earlier in the meeting about charging Township fees to some non-profits, but not others, and Fink said he does not believe that all costs must be covered by fees.

- **Motion:** Otto moved, Chick supported, that the \$750 conditional use permit fee and the \$750 site plan review fee for the 2015 Library building project be waived.

Dockett called for a roll call vote.

Motion carried 6—1, on a roll call vote, Dockett opposed.

7.

Eagle Scout Project Funding Request

- **Motion:** Engstrom moved, Chick supported, that up to \$750 be authorized to go toward Garrett Bone's Eagle project on the Jennings Road high school Barker Road property, to be use toward that project, to be administered by the Township Manager as he sees appropriate.

Dockett called for a roll call vote.

Motion carried 6—1 on a roll call vote, Dockett opposed.

8.

**Michigan Association of Fire Fighters
Union Contract**

Dockett objected to the contract being for a three year period, two years of which will be during the term of the next Board of Trustees.

- **Motion:** Chick moved, Otto supported, to approve the Michigan Association of Fire Fighters and Northfield Township Firefighters Association tentative agreement, with changes effective July 1, 2015, through June 30, 2018.

Motion carried 7—0 on a voice vote.

9.

Ordinance 15-44: Sewer Usage Appeals Process

Fink referred to the proposed ordinance and noted there are time limits on the majority of appeals that would be allowed. In answer to a question from Dockett, Wastewater Treatment Superintendent _____ said he and Fink had discussed the issue of whether vacant buildings or capped off services should be charged fees, and they agreed that could be addressed in a policy rather than in an ordinance.

- **Motion:** Engstrom moved, Thomas supported, that Ordinance 15-44, the appeals in billing procedures for sewers, be approved. **Motion carried 7—0 on a roll call vote. Ordinance adopted.**

10.

Beckett & Raeder Contract

- **Motion:** Engstrom moved, Braun supported, to approve the contract with Beckett & Raeder as the Township's new planning consultants from 8/25/14 through 8/24/2016. **Motion carried 6—1 on a voice vote, Dockett opposed.**

11.

Mon-Motorized Path: Quotes for Appraisals

- **Motion:** Braun moved, Thomas supported, that the Board accept the Laurencelle appraisal company to appraise the four parcels on Barker Road as stated. **Motion carried 7—0 on a voice vote.**

12.

Township E-Mails

Fink said stronger retention of Township emails is needed and the County server does not have sufficient security or storage space, so he recommended contracting for this.

- **Motion:** Otto moved, Thomas supported, to allocate \$2,040 for 12 months for the contracting of an email server through Google. **Motion carried 7—0 on a voice vote.**

13. MINUTES AND BILLS

Dockett made one correction to the minutes of July 14, 2015. Fink answered questions from Dockett about insurance costs and coverage and payments to the previous planning consultants and the consulting firm hired to prepare a township survey.

- **Motion:** Engstrom moved, Thomas supported, that the bills, and the corrected minutes of the regular Township Board meeting of July 14, 2015, and the minutes of the July 28, 2015, meeting, as presented, be approved, and to dispense with the reading of minutes. **Motion carried 7—0 on a voice vote.**

DISCUSSION ITEMS

1. Downtown Planning Group

The Board discussed the size and representation of the group, whether this is needed in addition to the Downtown Development Authority (DDA), and the desire to have different voices as part of this group. Braun questioned whether having a strong central commercial district is necessary to have a vibrant community, noting that Green Oak Township—which is three times the size of Northfield Township—has many excellent community services and activities without having a downtown.

Fink said he will give more thought to this and bring a new proposal to the Board.

2.

Living Water Proposal for 75 Barker Road

The Board discussed the proposal for lease or purchase of 75 Barker Road by Living Water Church for use as a community center. Frank Murdock, church elder, said the church's preference is to purchase the property.

- **Motion:** Otto moved, Chick supported, to start the process of due diligence with Living Water Church for the purchase of 75 Barker Road.

Dockett called for a roll call vote.

Motion carried 6—1 on a roll call vote, Dockett opposed.

2. Tax Abatement for Potential Industrial Company

Fink explained that this proposal for a prospective high tech/industrial prospect is very strong, but Northfield Township is in competition with three other communities for this investment. Board comments included a suggestion to limit the proposal to 10 years, concern about the low number of jobs associated with the proposal, and the possibility that this could jump start development in the area.

- **Motion:** Otto moved, Chick supported, to give Howard Fink the authorization to write a letter for an abatement incentive in the neighborhood of 10-12 years as a presentation to the company seeking the incentive. **Motion carried 7—0 on a voice vote.**

4. Main Street Sidewalk

Fink reported the project has come in over the anticipated budget at \$91,742 and will probably increase \$10,000 to upgrade the crosswalk, but the County will allow the extra cost to come from future year Community Development Block Grant (CDBG) allocations to the Township. Dockett objected to spending Township funds on the crosswalk and the Township taking on responsibility for maintaining it. Other Board members noted many children walk in the area for a variety of purposes.

5. Parks & Recreation, ZBA, and Planning Commission Updates

Otto reported that the ZBA granted two variances on August 17th and since no new applications have been submitted the September 21st meeting will be used for administrative matters. Chick reported that on August 18th the Planning Commission reviewed information from the Huron River Watershed Council study in the Township and gave direction to Cobalt Community Research regarding revisions to the community survey.

- **Motion:** Engstrom moved, Otto supported, to authorize Fink to instruct Cobalt Community Research to produce a revised community survey within two weeks.

Motion carried 7—0 on a voice vote.

SECOND CALL TO THE PUBLIC

Mary Devlin, 9211 Brookside, commented on the positive things being discussed for the community.

BOARD MEMBER COMMENTS

Library Expansion. Engstrom reported the groundbreaking ceremony for the Library expansion will take place on August 29th at 11:00 A.M.

Fire Training. In answer to a question, Wagner said the Fire Department is using the Curtis property for training and are planning a training burn in the winter. It was agreed that Fink should get quotes for reusing the sign on the property for the Community Center.

ADJOURNMENT

Engstrom adjourned the meeting at 8:43 P.M.

Submitted by Lisa Lemble.

Corrections to the originally issued minutes are indicated as follows:

Wording removed is ~~stricken through~~;

Wording added is underlined.

Approved by the Township Board on _____, 2015.

Angela Westover, Clerk

OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 172 TOWNSHIP MANAGER					
101-172-818	CONTRACTUAL SERVICES	REVIZE, LLC	WEB SITE ANNUAL RENEWAL 9/15/15-9/14/	720.00	
Total For Dept 172 TOWNSHIP MANAGER				720.00	
Dept 265 HALL AND GROUNDS					
101-265-727	SUPPLIES	ARBOR SPRINGS WATER CO I	2 - 5 GAL ARTESIAN WATER	13.00	
101-265-816	GROUPS/CLEANG/JANITORL SERVIC	J & M LANDSCAPING	LANDSCAPING ISLAND AT MAC'S MARINA	950.00	
101-265-850	COMMUNICATION	AT&T	TWP OFFICE 7/26/15-8/25/15	215.30	
101-265-930	REPAIRS & MAINTENANCE	MICRO TECH SERVICES INC	ANTIVIRUS 9/1/15-9/30/15	90.00	
Total For Dept 265 HALL AND GROUNDS				1,268.30	
Dept 666 COMMUNITY CENTER					
101-666-676	CONTRIBUTIONS - SCC	LINDA HARTLEY	YOGA CLASSES, JULY & AUGUST	15.00	
101-666-815	CC PROGRAMS	LINDA HARTLEY	YOGA CLASSES, JULY & AUGUST	80.00	
101-666-815	CC PROGRAMS	SALLY MARTILA	YOGA FOR AUGUST 2015	60.00	
101-666-920	UTILITIES	DTE ENERGY	9101 MAIN ST. 7/27/15-8/24/15	89.51	
101-666-930	REPAIRS & MAINTENANCE	ALL AMERICAN CLEANING CO	COM CTR JANITORIAL SERVICES AUGUST 20	280.00	
Total For Dept 666 COMMUNITY CENTER				524.51	
Total For Fund 101 GENERAL FUND				2,512.81	
Fund 230 DONATION FUND					
Dept 301 OPERATING COSTS					
230-301-904	DONATIONS - EVENTS/COMMUNITY PR	WASTE MANAGEMENT OF MI	DOG PARK TRASH SERVICE 9/1/15-9/30/15	19.40	
Total For Dept 301 OPERATING COSTS				19.40	
Total For Fund 230 DONATION FUND				19.40	
Fund 287 BUILDING DEPARTMENT FUND					
Dept 301 OPERATING COSTS					
287-301-850	COMMUNICATION	AT&T	BLDG DEPT 7/26/15-8/25/15	31.58	
Total For Dept 301 OPERATING COSTS				31.58	
Total For Fund 287 BUILDING DEPARTMENT FUND				31.58	
Fund 370 PUBLIC SAFETY BLDG DEBT FD					
Dept 301 OPERATING COSTS					
370-301-920	UTILITIES	DTE ENERGY	8350 MAIN ST. 7/27/15-8/24/15	1,554.16	
370-301-930	REPAIRS & MAINTENANCE	ALLIANCE WINDOW CLEANING	PSB ENTRANCEWAY 8/27/15	10.00	
Total For Dept 301 OPERATING COSTS				1,564.16	
Total For Fund 370 PUBLIC SAFETY BLDG DEBT FD				1,564.16	
Fund 571 WASTEWATER TREATMENT FUND					
Dept 301 OPERATING COSTS					
571-301-740	OPERATING SUPPLIES	ALEXANDER CHEMICAL CORP	FERRIC CHLORIDE	5,126.14	
571-301-740	OPERATING SUPPLIES	NCL OF WISCONSIN, INC.	SULFURIC ACID, BUFFER SOLUTION & GLOV	526.50	
571-301-819	COLLECTION SYS ANNUAL MAINT	POWER VAC OF MICHIGAN, I	VACTOR TRUCK	715.00	
571-301-850	COMMUNICATION	SPRINT/NEXTEL COMMUNICAT	PHONE CHARGES 7/24/15-8/23/15	195.75	
571-301-920	UTILITIES	DTE ENERGY	8076 MAIN ST. 7/27/15-8/24/15	33.35	
571-301-920	UTILITIES	DTE ENERGY	10597 9 MILE RD. 7/24/15-8/22/15	12.47	
571-301-920	UTILITIES	DTE ENERGY	925 8 MILE RD 7/24/15-8/24/15	315.52	
571-301-920	UTILITIES	DTE ENERGY	7647 EDMUND ST. 7/24/15-8/24/15	23.87	
571-301-920	UTILITIES	DTE ENERGY	10201 ELMCREST RD. 7/27/15-8/24/15	18.33	
571-301-920	UTILITIES	DTE ENERGY	601 RAYMOND 7/24/15-8/24/15	19.01	

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP
EXP CHECK RUN DATES 09/09/2015 - 09/09/2015
BOTH JOURNALIZED AND UNJOURNALIZED
OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 571 WASTEWATER TREATMENT FUND					
Dept 301 OPERATING COSTS					
571-301-920	UTILITIES	DTE ENERGY	11502 LEMEN RD 07/27/15-8/24/15	10.51	
571-301-920	UTILITIES	DTE ENERGY	11800 N MAIN ST. 7/27/15-8/24/15	36.84	
571-301-920	UTILITIES	DTE ENERGY	9457 LAKEPOINTE DR 7/27/15-8/24/15	11.23	
571-301-920	UTILITIES	DTE ENERGY	11380 N SHORE DR 7/27/15-8/24/15	25.14	
571-301-920	UTILITIES	DTE ENERGY	11591 N SHORE DR. 7/27/15-8/24/15	18.20	
571-301-920	UTILITIES	DTE ENERGY	7941 TURNBERRY DR 7/24/15-8/24/15	19.10	
571-301-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - WW	400 W POWER OUTLET	56.99	
571-301-930	REPAIRS & MAINTENANCE	USA BLUE BOOK	CHEM-TECH XP PERISTALTIC PUMP	(439.95)	
		Total For Dept 301 OPERATING COSTS		6,724.00	
		Total For Fund 571 WASTEWATER TREATMENT FUND		6,724.00	

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP
EXP CHECK RUN DATES 09/09/2015 - 09/09/2015
BOTH JOURNALIZED AND UNJOURNALIZED
OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
			Fund 101 GENERAL FUND	2,512.81	
			Fund 230 DONATION FUND	19.40	
			Fund 287 BUILDING DEPA	31.58	
			Fund 370 PUBLIC SAFETY	1,564.16	
			Fund 571 WASTEWATER TR	6,724.00	
			Total For All Funds:	10,851.95	

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 08/25/2015 - 09/03/2015
Banks: MIF

PAID

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
08/26/2015	MIF	310(E)*#		PAYROLL	SALARIES	701	171	480.76
					SOCIAL SECURITY	715	171	36.78
					SALARIES	701	172	2,961.54
					CLERICAL/DEP /SUPER/ELECTION	704	172	1,016.80
					SOCIAL SECURITY	715	172	448.38
					PENSION	718	172	296.15
					CONTROLLER	722	172	1,883.00
					SALARIES	701	215	480.76
					DEPUTY SALARIES	703	215	1,260.00
					SOCIAL SECURITY	715	215	133.17
					SALARIES	701	253	480.76
					DEPUTY SALARIES	703	253	1,664.84
					SOCIAL SECURITY	715	253	164.15
					PENSION	718	253	166.48
					ASST ASSESSOR	709	257	1,440.00
					SOCIAL SECURITY	715	257	110.16
					JANITORIAL SALARIES	710	265	440.00
					SOCIAL SECURITY	715	265	33.66
					SUPPLIES	727	265	17.28
					SOCIAL SECURITY	715	412	38.25
					PLANN COMM	726	412	500.00
					SALARIES	701	666	1,478.36
					SALARIES	702	666	332.40
					SOCIAL SECURITY	715	666	135.46
					PENSION	718	666	147.84
CHECK MIF 310(E) TOTAL FOR F								16,146.98
08/26/2015	MIF	39906*#	15805	ALLIANCE WINDOW CLEANING	REPAIRS & MAINTENANCE	930	666	58.00
08/26/2015	MIF	39907	DJ SERVICES	AMIE DAVIS	CC PROGRAMS	815	666	100.00
08/26/2015	MIF	39910*#	1572563 1572563	ARBOR SPRINGS WATER CO INC	SUPPLIES	727 940	265 265	19.50 14.00
CHECK MIF 39910 TOTAL FOR FU								33.50
08/26/2015	MIF	39911	8515	ASSESSMENT ADMIN. SERVICES,	CONTRACTUAL SERVICES	818	257	4,833.33
08/26/2015	MIF	39913*#	822375300 822375300	AT&T LONG DISTANCE	COMMUNICATION	850 850	265 666	691.90 21.48

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 08/25/2015 - 09/03/2015
Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
08/26/2015	MIF	39919	102858	CHECK MIF 39913 TOTAL FOR FU				713.38
08/26/2015	MIF	39919	102858	BS&A SOFTWARE	REPAIRS & MAINTENANCE	930	265	5,826.00
08/26/2015	MIF	39923*	1000 0973 9812	CONSUMERS ENERGY	UTILITIES	920	666	14.67
08/26/2015	MIF	39925	CLASSES	DARRYL MICKENS	CC PROGRAMS	815	666	153.60
08/26/2015	MIF	39928*	0000-7608-3	DTE ENERGY	UTILITIES	920	448	2,835.82
08/26/2015	MIF	39932*	1591	J & M LANDSCAPING	GROUNDS/CLEANG/JANITORL SERVIC	816	265	280.00
			1591		GROUNDS/CLEANG/JANITORL SERVIC	816	666	160.00
				CHECK MIF 39932 TOTAL FOR FU				440.00
08/26/2015	MIF	39935	99566	JOHN'S SANITATION	CC PROGRAMS	815	666	90.00
08/26/2015	MIF	39937	CLASSES	LISA ABRAMS	CC PROGRAMS	815	666	92.00
08/26/2015	MIF	39939*	IN439681	MICHIGAN OFFICE SOLUTIONS	SUPPLIES	727	265	401.81
08/26/2015	MIF	39941	30046	MICRO TECH SERVICES INC	REPAIRS & MAINTENANCE	930	265	90.00
08/26/2015	MIF	39942#	1000582092	MLIVE MEDIA GROUP	PRINTING & PUBLICATIONS	900	101	196.15
			1000582092		PRINTING & PUBLICATIONS	900	412	116.84
				CHECK MIF 39942 TOTAL FOR FU				312.99
08/26/2015	MIF	39944*	670023	NORTHFIELD TOWNSHIP	UTILITIES	920	666	84.00
08/26/2015	MIF	39946	172159	OHM ADVISORS	ENGINEER	806	270	562.50
			172724		ENGINEER	806	270	375.00
				CHECK MIF 39946 TOTAL FOR FU				937.50
08/26/2015	MIF	39947	TICKETS	OPC	CC TRIPS	812	666	168.00
08/26/2015	MIF	39948*	JULY 2015	PAUL E BURNS	LEGAL	803	253	500.00
			JULY 2015		LEGAL	803	270	6,830.00
			JULY 2015		ALLOCATE TO DEPARTMENTS	927	270	(3,800.00)
				CHECK MIF 39948 TOTAL FOR FU				3,530.00

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 08/25/2015 - 09/03/2015
Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
08/26/2015	MIF	39951#	4436 0370 3800 132	PNC BANK	SUPPLIES	727	257	19.33
			4436 0370 3800 132		SUPPLIES	727	265	38.66
				CHECK MIF 39951 TOTAL FOR FU				57.99
08/26/2015	MIF	39953*#	8000-9090-0074-433	PURCHASE POWER	POSTAGE	851	257	50.00
			8000-9090-0074-433		POSTAGE	851	265	1,708.51
			8000-9090-0074-433		POSTAGE	851	412	61.11
			8000-9090-0074-433		POSTAGE	851	666	101.37
				CHECK MIF 39953 TOTAL FOR FU				1,920.99
08/26/2015	MIF	39954	6602949	QUILL CORP	SUPPLIES	727	265	256.07
			6796206			727	265	37.16
				CHECK MIF 39954 TOTAL FOR FU				293.23
08/26/2015	MIF	39956*#	00 751981 0001	STANDARD INSURANCE CO.	LIFE/DISB. INSURANCE	717	172	81.29
			00 751981 0001		LIFE/DISB. INSURANCE	717	253	38.40
			00 751981 0001		LIFE/DISB. INSURANCE	717	666	43.68
				CHECK MIF 39956 TOTAL FOR FU				163.37
08/26/2015	MIF	39957*#	6035 5178 2024 354	STAPLES CREDIT PLAN	SUPPLIES	727	265	184.38
08/26/2015	MIF	39958	REIMBURSE	TAMI AVERILL	SUPPLIES	727	666	24.42
			REIMBURSE		CC PROGRAMS	815	666	17.41
			REIMBURSE		CC PROGRAMS	815	666	44.37
				CHECK MIF 39958 TOTAL FOR FU				86.20
08/26/2015	MIF	39959*#	50954679	TETRA TECH INC	WL SPEC ASSESS RECEIVABLE-CURRENT	045	000	390.00
08/26/2015	MIF	39961*#	9750248661	VERIZON WIRELESS MESSAGING S	COMMUNICATION	850	172	50.42
08/26/2015	MIF	39965*#	5002373870	WELLS FARGO FINANCIAL LEASIN	RENTAL EQUIPMENT	940	265	206.74
08/26/2015	MIF	39967	PAYCHECK	WILLIAM J. LENAGHAN	CODE ENFORCEMENT	809	412	400.00
09/01/2015	MIF	39968	JUNE 2015	WASHTENAW COUNTY TREASURER	DUE TO OTHERS	214	000	1,202.50
09/03/2015	MIF	39969	124681763-1	AT&T - UVERSE	COMMUNICATION	850	666	197.92

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
09/03/2015	MIF	39972	PURCHASE	NOTARY SERVICE & BONDING AGE	SUPPLIES	727	265	141.90
09/03/2015	MIF	39973	4436 0370 3800 133	PNC BANK	CC TRIPS	812	666	56.00
			4436 0370 3800 133		CC PROGRAMS	815	666	286.84
			4436 0370 3800 133		SENIOR NUTRITION	822	666	152.00
				CHECK MIF 39973 TOTAL FOR FU				494.84
09/03/2015	MIF	39974	508012	VIPERSPACE INC.	REPAIRS & MAINTENANCE	930	265	624.00
					Total for fund 101 GENERAL FUND			43,276.06

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 08/25/2015 - 09/03/2015
Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 207 LAW ENFORCEMENT FUND								
08/26/2015	MIF	310(E)*#		PAYROLL	SALARIES	701	226	7,687.17
					SALARIES	702	226	17,735.47
					CLERICAL/DEP /SUPER/ELECTION	704	226	2,354.50
					SALARIES-PART TIME	708	226	1,536.38
					JANITORIAL SALARIES	710	226	720.00
					SALARIES-OVERTIME	711	226	2,011.99
					SOCIAL SECURITY	715	226	2,443.06
					PENSION	718	226	2,407.54
					SUPPLIES	727	301	19.87
				CHECK MIF 310(E) TOTAL FOR F				36,915.98
08/26/2015	MIF	39910*#	1572559	ARBOR SPRINGS WATER CO INC	SUPPLIES	727	301	40.00
08/26/2015	MIF	39913*#	822375300	AT&T LONG DISTANCE		850	301	290.18
08/26/2015	MIF	39918*	400727 402099	BRIGHTON FORD INC	REPAIRS & MAINTENANCE	930 930	333 333	181.57 31.03
				CHECK MIF 39918 TOTAL FOR FU				212.60
08/26/2015	MIF	39939*#	IN439681	MICHIGAN OFFICE SOLUTIONS	SUPPLIES	727	301	55.97
08/26/2015	MIF	39940	551-449809	MICHIGAN STATE POLICE	DUE TO OTHERS	214	000	89.50
08/26/2015	MIF	39945	CLM0006692 CLM0006692	OAKLAND COUNTY	CONTRACTUAL SERVICES COMMUNICATION	818 850	301 301	3,578.33 1,619.00
				CHECK MIF 39945 TOTAL FOR FU				5,197.33
08/26/2015	MIF	39948*#	JULY 2015	PAUL E BURNS	LEGAL	803	270	3,300.00
08/26/2015	MIF	39953*#	8000-9090-0074-433	PURCHASE POWER	POSTAGE	851	301	100.00
08/26/2015	MIF	39956*#	00 751981 0001	STANDARD INSURANCE CO.	LIFE/DISB. INSURANCE	717	226	652.37
08/26/2015	MIF	39961*#	885459953-00001	VERIZON WIRELESS MESSAGING S	COMMUNICATION	850	301	204.02
08/26/2015	MIF	39962*	A371794	WARD'S DO IT CENTER	SUPPLIES	727	301	42.84

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 08/25/2015 - 09/03/2015
Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 207 LAW ENFORCEMENT FUND								
			A371794		SUPPLIES			
				CHECK MIF 39962	TOTAL FOR FU	727	301	(4.28)
08/26/2015	MIF	39963	26725	WASHTENAW COUNTY	DISPATCH SERVICES	820	301	38.56
								5,278.91
08/26/2015	MIF	39965*#	5002393200	WELLS FARGO FINANCIAL LEASIN	SUPPLIES	727	301	97.54
			5002393200		REPAIRS & MAINTENANCE	930	301	75.62
			5002373870		RENTAL EQUIPMENT	940	301	114.91
				CHECK MIF 39965	TOTAL FOR FU			288.07
08/26/2015	MIF	39966	42023208	WEX BANK	FUEL & MILEAGE	860	333	3,337.57
					Total for fund 207 LAW ENFORCEMENT FUND			56,001.06

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 216 MEDICAL RESCUE FUND								
08/26/2015	MIF	310(E)*#		PAYROLL				
					SALARIES	701	226	3,050.38
					SALARIES	702	226	4,704.00
					ADMINISTRATIVE ASSISTANT	705	226	280.83
					SALARIES-PART TIME	708	226	989.46
					SOCIAL SECURITY	715	226	705.73
					PENSION	718	226	305.04
					TRAINING WAGES	958	226	264.00
					SUPPLIES	727	301	31.10
					CHECK MIF 310(E) TOTAL FOR F			10,330.54
08/26/2015	MIF	39908	90136	APOLLO FIRE EQUIPMENT	UNIFORMS/GEAR & ALLOWANCE	741	301	289.28
08/26/2015	MIF	39910*#	1572558	ARBOR SPRINGS WATER CO INC	SUPPLIES	727	301	6.50
08/26/2015	MIF	39912	734449238507	AT&T	COMMUNICATION	850	301	247.28
08/26/2015	MIF	39913*#	822375300	AT&T LONG DISTANCE		850	301	8.10
08/26/2015	MIF	39914	86909	BADER & SONS CO.	REPAIRS & MAINTENANCE	930	301	61.86
08/26/2015	MIF	39916	0015420-IN	BREATHING AIR SYSTEMS	REPAIRS & MAINTENANCE	930	301	617.00
08/26/2015	MIF	39918*	402158	BRIGHTON FORD INC	REPAIRS & MAINTENANCE	930	333	430.28
08/26/2015	MIF	39920	2716-216317 2716-216688	CARQUEST AUTO PARTS - FD	REPAIRS & MAINTENANCE	930	333	34.95
					REPAIRS & MAINTENANCE	930	333	313.53
					CHECK MIF 39920 TOTAL FOR FU			348.48
08/26/2015	MIF	39922	8245 12 485 008064	CHARTER COMMUNICATIONS	COMMUNICATION	850	301	83.51
08/26/2015	MIF	39927*	3147 035 0001 2	DTE ENERGY	UTILITIES	920	301	126.52
08/26/2015	MIF	39929	010835	EMERGENCY VEHICLES PLUS	REPAIRS & MAINTENANCE	930	333	2,552.15
08/26/2015	MIF	39930	INV03973	EMERGENT HEALTH PARTNERS	DISPATCH SERVICES	820	301	982.73
08/26/2015	MIF	39931	302540870	HEWLETT-PACKARD FINANCIAL SR COMPUTER		972	301	58.63
08/26/2015	MIF	39934	96368	JLB OF WHITMORE LAKE	REPAIRS & MAINTENANCE	930	301	343.88
08/26/2015	MIF	39936	3339110	KS STATE BANK	DEBT SERVICE - PRINCIPAL	991	905	45,898.54

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 08/25/2015 - 09/03/2015

Banks: MTF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 216 MEDICAL RESCUE FUND								
			3339110		DEBT SERVICE - INTEREST	995	905	2,226.11
				CHECK MIF 39936 TOTAL FOR FU				48,124.65
08/26/2015	MIF	39956*#	00 751381 0001	STANDARD INSURANCE CO.	LIFE/DISB. INSURANCE	717	226	70.41
08/26/2015	MIF	39957*#	6035 5178 2024 354	STAPLES CREDIT PLAN		727	301	394.86
08/26/2015	MIF	39961*#	9750248661	VERIZON WIRELESS MESSAGING S		850	301	144.73
08/26/2015	MIF	39964	2015-010	WASHTENAW COUNTY HAZMAT AUTH	MEMBERSHIP DUES	807	301	500.00
Total for fund 216 MEDICAL RESCUE FUND								65,721.39

User: JEN

DB: Northfield

Check Date	Bank	Check #	Invoice
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Check #

Bank

Invoice

Payee

Description

Account

Dept

Amount

Fund: 287 BUILDING DEPARTMENT FUND

08/26/2015

JIM

39949

0000002230

PITTSFIELD TOWNSHIP

INSPECTOR EXPENSES

725

251

3,676.66

09/03/2015

MIF

39970

AUGUST 2015

DINO BONA

INSPECTOR EXPENSES

795

301

495.00

4,171.66

Total for fund 287 BUILDING DEPARTMENT FUND

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 08/25/2015 - 09/03/2015
Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 370 PUBLIC SAFETY BLDG DEBT FD								
08/26/2015	MIF	39906*#	15803 15941	ALLIANCE WINDOW CLEANING	REPAIRS & MAINTENANCE	930	301	10.00
					REPAIRS & MAINTENANCE	930	301	10.00
				CHECK MIF 39906 TOTAL FOR FU				20.00
08/26/2015	MIF	39923*#	1000 0012 0517	CONSUMERS ENERGY	UTILITIES	920	301	82.50
08/26/2015	MIF	39932*#	1591	J & M LANDSCAPING	GROUNDS/CLEANG/JANITORL SERVIC	816	301	200.00
08/26/2015	MIF	39944*#	671508	NORTHFIELD TOWNSHIP	UTILITIES	920	301	1,428.00
08/26/2015	MIF	39962*	A365731	WARD'S DO IT CENTER	SUPPLIES	727	301	29.98
				Total for fund 370 PUBLIC SAFETY BLDG DEBT FD				1,760.48

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
 CHECK DATE FROM 08/25/2015 - 09/03/2015
 Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND								
08/26/2015	MIF	310(E)*#		PAYROLL	SALARIES	701	226	2,519.23
					SALARIES	702	226	7,398.96
					SOCIAL SECURITY	715	226	755.69
					PENSION	718	226	991.82
					SUPPLIES	727	301	6.05
				CHECK MIF 310(E) TOTAL FOR F				11,671.75
08/26/2015	MIF	39909	1003760	AQUA-AEROBICS SYSTEMS, INC.	EQUIPMENT	970	900	141,683.00
08/26/2015	MIF	39910*#	1572550	ARBOR SPRINGS WATER CO INC	REPAIRS & MAINTENANCE	930	301	52.00
08/26/2015	MIF	39913*#	822375300	AT&T LONG DISTANCE		850	301	53.62
08/26/2015	MIF	39915	273809	BOULLION SALES, INC.	REPAIRS & MAINTENANCE	930	301	108.08
08/26/2015	MIF	39917	0715-89777 0815-89970	BRIGHTON ANALYTICAL LLC	LAB & TESTING	817	301	855.00
					LAB & TESTING	817	301	15.00
				CHECK MIF 39917 TOTAL FOR FU				870.00
08/26/2015	MIF	39921	2716-216187	CARQUEST AUTO PARTS - WWTP		930	301	7.51
08/26/2015	MIF	39923*#	1000 0950 4497 1000 0950 4356 1000 0950 4588 1000 0012 4642 1000 0950 4273 1000 1171 7061 1000 6159 0814	CONSUMERS ENERGY	UTILITIES	920	301	25.49
						920	301	20.20
						920	301	20.90
					UTILITIES	920	301	884.68
					UTILITIES	920	301	20.90
						920	301	25.79
						920	301	16.32
				CHECK MIF 39923 TOTAL FOR FU				1,014.28
08/26/2015	MIF	39926	46753461	DE LAGE LANDEN FINANCIAL SER	RENTAL EQUIPMENT	940	301	69.00
08/26/2015	MIF	39927*	2689 463 0015 2 2689 463 0017 8 2689 463 0011 1 2689 562 0001 1	DTE ENERGY	UTILITIES	920	301	18.01
					UTILITIES	920	301	126.30
					UTILITIES	920	301	65.05
					UTILITIES	920	301	32.34
				CHECK MIF 39927 TOTAL FOR FU				241.70

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
 CHECK DATE FROM 08/25/2015 - 09/03/2015
 Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND								
08/26/2015	MIF	39928*	0000-3319-1	DTE ENERGY	UTILITIES	920	301	1,178.61
08/26/2015	MIF	39933	J182238	JESCO	REPAIRS & MAINTENANCE	930	301	1,095.00
08/26/2015	MIF	39938	08/26/2015	MARIAN ZWINCK	Sewer	214	000	4.70
08/26/2015	MIF	39939*	IN442259	MICHIGAN OFFICE SOLUTIONS	SUPPLIES	727	301	40.74
08/26/2015	MIF	39943	359200	NCL OF WISCONSIN, INC.	OPERATING SUPPLIES	740	301	60.72
08/26/2015	MIF	39950#	4436 0370 3004 071	PNC BANK	UNIFORMS/GEAR & ALLOWANCE	741	301	128.24
			4436 0370 3004 071		REPAIRS & MAINTENANCE	930	301	328.82
			4436 0370 3004 071		FUEL & MILEAGE	860	333	180.85
				CHECK MIF 39950 TOTAL FOR FU				637.91
08/26/2015	MIF	39952	507959	POWER VAC OF MICHIGAN, INC	EQUIPMENT	970	900	2,775.00
08/26/2015	MIF	39955	618894510-161	SPRINT/NEXTEL COMMUNICATIONS	COMMUNICATION	850	301	195.75
08/26/2015	MIF	39956*	00 751981 0001	STANDARD INSURANCE CO.	LIFE/DISB. INSURANCE	717	226	251.77
08/26/2015	MIF	39959*	50945680	TETRA TECH INC	ENGINEER	806	270	999.31
08/26/2015	MIF	39960	712233	USA BLUE BOOK	REPAIRS & MAINTENANCE	930	301	1,213.49
			716331		REPAIRS & MAINTENANCE	930	301	439.95
				CHECK MIF 39960 TOTAL FOR FU				1,653.44
				Total for fund 571 WASTEWATER TREATMENT FUND				164,663.89

User: JEN

DB: Northfield

CHECK DATE FROM 08/25/2015 - 09/03/2015

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 883 DISTRICT #3 HORSESHOE LAKE								
09/03/2015	MIF	39971	HLSAD REFUND	ESTATE OF KATHLEEN ABICK	ACCOUNTS RECEIVABLE - OTHER	070	000	1,238.49
					Total for fund 883 DISTRICT #3 HORSESHOE LAKE			1,238.49
					TOTAL - ALL FUNDS			336,833.03
'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND								
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT								

NORTHFIELD TOWNSHIP POLICE DEPARTMENT

MONTHLY OPERATIONS REPORT



AUGUST 2015

AUGUST 2015 MONTHLY REPORT

Calls For Service	462
Arrests	12
Mutual Aid Assistance To Other Departments Inside the Township	6
Mutual Aid Assistance To Other Departments Outside the Township	4
Average Response Time	5.754

NOTES & FACTS FROM THE DEPARTMENT

- **DATA:** 50 % of total complaints answered were in the hamlet area and 50 % were handled throughout the rest of the Township.

- **ACTION ITEMS:**

DRUG ENFORCEMENT TASK FORCE AGREEMENT RENEWAL

I recommend that the Board of Trustees approve the Provisional State and Local Task Force agreement between the Drug Enforcement Administration and the Northfield Township Police Department.

HIRING OF SALVAGE INSPECTOR:

I recommend that the Board of Trustees approve the appointment of Jeno Okey as a Limited Enforcement Officer to conduct salvage vehicle inspections for the police department.

- **TRAINING:**

FORMAL; Officer Powell – Passenger Vehicle Hands On Workshop

Officer King – First Aid

ROLL CALL; What is Post Traumatic Stress, Encountering A Veteran With Post Traumatic Stress, and Resources For Veterans. .

- **EVENTS OF SIGNIFICANCE:**

MISSING ENDANGERED PERSON: Northfield Township Officers are actively looking for Justin Grant Perich 34, W/M, 6'1", 200lbs, last seen wearing a gray shirt, black short, and grey shoes. Justin was reported missing August 11, 2015. He was last seen at the Shell Gas Station 60 N Territorial at 4:00 p.m. Justin came into the Gas Station purchased some items and left from that location on foot. Justin left his vehicle at the station. The Northfield Township Police urge citizens with any information to contact the police department. The investigation is continuing.

OWI, OPEN INTOX, DWLS 2ND OR SUBSEQUENT, AND FELONY WARRANT ARREST: On August 29, 2015, Officer Howe was dispatched to Six Mile and Madouse Court for an unknown crash. Sergeant Davidson arrived on the scene to assist and learned that the driver had fled the scene. Information concerning a suspect was developed and he was later found hiding in a nearby shed. Upon approaching the 31-year-old Whitmore Lake male, the officer could smell the odor of intoxicants. He was transported to U of M Hospital due to his injuries from the crash and a blood draw. The case is pending analysis of the blood draw at the Michigan State Police Forensic Lab. The suspect was also wanted on a Felony Warrant from this Department. Police Officer Roberts conducted the investigation leading to a Felony Warrant for Fraud. Both cases are pending adjudication.

HOME INVASIONS: At least five Home Invasions have been reported during the month of August 2015. In three of the burglaries a screen was removed from an open window and entry gained. An assortment of property including firearms, jewelry, electronic equipment and cash are being taken. Local police departments are working together to share information in order to close these cases. The police department is suggesting residents use basic common sense in keeping your property secure.

CLEAR-1018 Verified Offense By Date
Agency: NR
8/1/2015 12:00:00 AM - 8/31/2015 12:00:00 AM

Offense Code	Description	Incident Count
1172	CSC 3rd Degree -Penetration Penis/Vagina	1
1304	Agg/Fel Assault - Non-Family - Gun	1
1313	Assault/ Battery/Simple (Incl Domestic and Police Officer	3
1380	Telephone Used for Harassment, Threats	1
2202	B&E - Burglary - Forced Entry - Residence - Home Invasion	5
2203	B&E - Burglary - Forced Entry - Non-Residence	1
2204	B&E - Burglary - No Forced Entry - Residence- Home Invasion	1
2205	B&E - Burglary - No Forced Entry - Non-Residence	1
2305	Larceny - Personal Property from Vehicle - LFA	3
2308	Larceny - From Building (Includes Library, Office used by Public, etc)	1
2309	Larceny - From Yards (Grounds Surrounding a Building)	2
2399	Larceny (Other)	1
2404	Vehicle Theft UDAA (reported by your jurisdiction)	2
2505	Pass Counterfeited -Any Object	1
2605	Fraud - Illegal Use of Credit Card	2
2699	Fraud (Other)	1
2901	Damage to Property - Business Property - MDOP	2
2902	Damage to Property - Private Property - MDOP	4
3550	Narcotic Equipment - Paraphernalia	1
3562	Marijuana -Possess	2
4103	Liquor - Transport (Open Container, etc)	1
5012	Probation Violation	1
5560	Dog Law Violations	1
7385	Nuisance Ord - Illegal Dumping	1
8031	OUID Operating Under the Influence of Drugs	1
8041	Operating Under the Influence of Alcohol / Liquor OWI	1
C2899	Juvenile - All Other	1
C2931	DWLS OPS License Suspended / Revoked	2
C2933	Vehicle Registration - Improper / Expired	2
C2934	Vehicle Insurance - None / Expired	5
C2999	All Other Traffic Offenses	1
C3010	Felony Arrest Warrant (Originating Agency)	1
C3020	Misdemeanor Arrest Warrant (Originating Agency)	1
C3050	Misdemeanor Arrest Warrant - Other Jurisdiction	3
C3101	Acc, Single Motor Vehicle	3
C3145	Property Damage Traffic Crash PDA	6
C3148	Motor Vehicle - Animal Traffic Crash	1
C3155	Personal Injury Traffic Crash PIA	1
C3160	Personal Injury - H&R Traffic Crash	1
C3205	Sudden Death - Natural	1
C3225	Drug Overdose	1
C3250	Mental Health Call	3
C3299	Welfare Check	6
C3310	Family Trouble	4
C3312	Neighborhood Trouble	2

CLEAR-1018 Verified Offense By Date
Agency: NR
8/1/2015 12:00:00 AM - 8/31/2015 12:00:00 AM

Offense Code	Description	Incident Count
C3314	Missing Persons	1
C3316	Lost Property	3
C3318	Found Property	2
C3324	Suspicious Circumstances	10
C3326	Suspicious Vehicles	8
C3328	Suspicious Persons	9
C3329	Intelligence Information	2
C3330	Assist Other Law Enforcement Agency	3
C3331	Assist Medical	4
C3332	Assist Fire Department	5
C3333	Assist Motorist	7
C3334	Assist Other Govt Agency	2
C3336	Assist Citizen	20
C3337	Assist Citizen - Vehicle Lockout	2
C3345	Accidental Property Damage	1
C3355	Civil Matter - Other	6
C3399	Miscellaneous All Other	2
C3499	All Other Watercraft Complaints	1
C3702	Traffic Complaint / Road Hazard	17
C3707	Vehicle Release	4
C3708	Traffic Complaint / Private Impound	4
C3710	Traffic Complaint / Vehicle off roadway - CID	1
C3804	Animal Complaint	2
C3808	Animal Bite / Scratch	1
C3902	Burglary Alarm	4
C4041	Speeding Citation	24
C4046	Disobey Stop Sign Citation	1
C4047	Disobey Traffic Signal Citation	3
C4099	Other Hazardous Citations	1
C4105	Equipment Citation	1
C4125	Seat Belt Law Citation	1
C4222	Parking - Aband Motor Vehicle	1
C4307	Drove W/Expired Ops	1
C4308	Violation of Restricted Ops	1
C5015	Single Family Dwelling Fire	1
L3501	911 Hang Up - NR	6
L3502	Follow Up - NR	1
L3503	Opened in Error - NR	1
L3504	PBT Station - NR	25
L3506	Shots Fired - NR	2
L3507	Fingerprints - NR	6
L3508	Ticket Sign Off - NR	1
L3510	Loud Music - NR	2
L3520	Dumping Complaint - NR	1
L3521	Open Door / Window - NR	3

CLEAR-1018 Verified Offense By Date
Agency: NR
8/1/2015 12:00:00 AM - 8/31/2015 12:00:00 AM

Offense Code	Description	Incident Count
L3526	False Alarm - NR	11
L3530	Wires Down - NR	1
L3532	Range Firearms - NR	1
L3535	GUN Permit, Applications, CCW Permits - NR	21
L3538	Property/Vacation Check - NR	5
L3542	BOL - NR	12
L3546	Trespass Notice Served - NR	1
L3550	Speed Sign Detail - NR	12
L3551	Sex Offender Registration/Verification - NR	5
L3552	Traffic Stop - NR	49
L3557	Check Person - NR	1
L3568	Local Records Check - NR	3
L3569	Assist Other Police Agency - Inside Northfield - NR	6
L3570	Assist Other Police Agency - Outside Northfield - NR	4
L3597	Non Terminal - NR	30
L4598	Information - NR	2
L4925	Commercial Vehicle Violations - NR	5
L6501	Property Check/Directed Patrol/Vac Watch - NR	2
Sum:		462

Report Time:
9/3/2015 8:27:30 AM

Report CLEAR-008 Summary of Offenses
All Offenses that were Attempted or Completed
For the Month of August

Agency: Northfield Township Police
ORI: MI8196400

Classification	Aug/2014	Aug/2015	%Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	-
09002 NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	-
09004 JUSTIFIABLE HOMICIDE	0	0	-
10001 KIDNAPPING/ABDUCTION	0	0	-
10002 PARENTAL KIDNAPPING	0	0	-
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	0	-
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	1	-
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	0	0	-
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	-
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	-
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	-
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	0	-
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	0	0	-
12000 ROBBERY	0	0	-
13001 NONAGGRAVATED ASSAULT	5	3	-40.0%
13002 AGGRAVATED/FELONIOUS ASSAULT	1	1	0%
13003 INTIMIDATION/STALKING	1	1	0%
20000 ARSON	0	0	-
21000 EXTORTION	0	0	-
22001 BURGLARY -FORCED ENTRY	2	6	200.0%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	0	2	-
23001 LARCENY -POCKETPICKING	0	0	-
23002 LARCENY -PURSES/NATCHING	0	0	-
23003 LARCENY -THEFT FROM BUILDING	1	1	0%
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	-
23005 LARCENY -THEFT FROM MOTOR VEHICLE	6	3	-50.0%
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	0	0	-
23007 LARCENY -OTHER	0	3	-
24001 MOTOR VEHICLE THEFT	0	2	-
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	0	0	-
24003 MOTOR VEHICLE FRAUD	0	0	-
25000 FORGERY/COUNTERFEITING	0	1	-
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	0	1	-
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	0	2	-
26003 FRAUD -IMPERSONATION	0	0	-
26004 FRAUD -WELFARE FRAUD	0	0	-
26005 FRAUD -WIRE FRAUD	0	0	-
27000 EMBEZZLEMENT	0	0	-
28000 STOLEN PROPERTY	0	0	-
29000 DAMAGE TO PROPERTY	2	6	200.0%
30001 RETAIL FRAUD -MISREPRESENTATION	0	0	-
30002 RETAIL FRAUD -THEFT	2	0	-100.0%

Agency: Northfield Township
ORI: MI8196400

Oakland County CLEMIS
REPORT EXCLUDES UCR STATUS OF UNF

Report: CLEAR-008
Page 1 of 4

Report Time:
9/3/2015 8:27:30 AM

Report CLEAR-008 Summary of Offenses
All Offenses that were Attempted or Completed
For the Month of August

Agency: Northfield Township Police
ORI: MI8196400

Classification	Aug/2014	Aug/2015	%Change
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	-
30004 ORGANIZED RETAIL FRAUD	0	0	-
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	2	3	50.0%
35002 NARCOTIC EQUIPMENT VIOLATIONS	0	1	-
36001 SEXUAL PENETRATION NONFORCIBLE -BLOOD/AFFINITY	0	0	-
36002 SEXUAL PENETRATION NONFORCIBLE -OTHER	0	0	-
37000 OBSCENITY	0	0	-
39001 GAMBLING- BETTING/WAGERING	0	0	-
39002 GAMBLING- OPERATING/PROMOTING/ASSISTING	0	0	-
39003 GAMBLING -EQUIPMENT VIOLATIONS	0	0	-
39004 GAMBLING -SPORTS TAMPERING	0	0	-
40001 COMMERCIALIZED SEX -PROSTITUTION	0	0	-
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	-
40003 HUMAN TRAFFICKING - PURCHASING PROSTITUTION	0	0	-
51000 BRIBERY	0	0	-
52001 WEAPONS OFFENSE- CONCEALED	0	0	-
52002 WEAPONS OFFENSE -EXPLOSIVES	0	0	-
52003 WEAPONS OFFENSE -OTHER	0	0	-
64001 HUMAN TRAFFICKING - COMMERCIAL SEX ACTS	0	0	-
64002 HUMAN TRAFFICKING - INVOLUNTARY SERVITUDE	0	0	-
Total for Group A	22	37	68.2%
01000 SOVEREIGNTY	0	0	-
02000 MILITARY	0	0	-
03000 IMMIGRATION	0	0	-
09003 NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	0	-
14000 ABORTION	0	0	-
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	-
22004 POSSESSION OF BURGLARY TOOLS	0	0	-
26006 FRAUD -BAD CHECKS	0	0	-
36003 PEEPING TOM	0	0	-
36004 SEX OFFENSE -OTHER	0	0	-
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	0	0	-
38002 FAMILY -NONSUPPORT	0	0	-
38003 FAMILY -OTHER	0	0	-
41001 LIQUOR LICENSE -ESTABLISHMENT	0	0	-
41002 LIQUOR VIOLATIONS -OTHER	1	2	100.0%
42000 DRUNKENNESS	0	0	-
48000 OBSTRUCTING POLICE	0	0	-
49000 ESCAPE/FLIGHT	0	0	-
50000 OBSTRUCTING JUSTICE	1	1	0%
53001 DISORDERLY CONDUCT	0	0	-
53002 PUBLIC PEACE -OTHER	0	0	-
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	1	0	-100.0%

Agency: Northfield Township
ORI: MI8196400

Oakland County CLEMIS
REPORT EXCLUDES UCR STATUS OF UNF

Report: CLEAR-008
Page 2 of 4

Report Time:
9/3/2015 8:27:30 AM

Report CLEAR-008 Summary of Offenses
All Offenses that were Attempted or Completed
For the Month of August

Agency: Northfield Township Police
ORI: MI8196400

Classification	Aug/2014	Aug/2015	%Change
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	3	2	-33.3%
55000 HEALTH AND SAFETY	1	1	0%
56000 CIVIL RIGHTS	0	0	-
57001 TRESPASS	0	0	-
57002 INVASION OF PRIVACY -OTHER	0	0	-
58000 SMUGGLING	0	0	-
59000 ELECTION LAWS	0	0	-
60000 ANTITRUST	0	0	-
61000 TAX/REVENUE	0	0	-
62000 CONSERVATION	0	0	-
63000 VAGRANCY	0	0	-
70000 JUVENILE RUNAWAY	0	0	-
73000 MISCELLANEOUS CRIMINAL OFFENSE	0	1	-
75000 SOLICITATION	0	0	-
77000 CONSPIRACY (ALL CRIMES)	0	0	-
Total for Group B	7	7	0%
2800 JUVENILE OFFENSES AND COMPLAINTS	2	1	-50.0%
2900 TRAFFIC OFFENSES	11	11	0%
3000 WARRANTS	10	6	-40.0%
3100 TRAFFIC CRASHES	13	13	0%
3200 SICK / INJURY COMPLAINT	14	12	-14.3%
3300 MISCELLANEOUS COMPLAINTS	103	94	-8.7%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	1	1	0%
3500 NON-CRIMINAL COMPLAINTS	204	210	2.9%
3600 SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	-
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	22	26	18.2%
3800 ANIMAL COMPLAINTS	7	3	-57.1%
3900 ALARMS	1	4	300.0%
Total for Group C	388	381	-1.8%
2700 LOCAL ORDINANCES - GENERIC	0	0	-
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	45	30	-33.3%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	3	2	-33.3%
4200 PARKING CITATIONS	4	1	-75.0%
4300 LICENSE / TITLE / REGISTRATION CITATIONS	4	2	-50.0%
4400 WATERCRAFT CITATIONS	0	0	-
4500 MISCELLANEOUS A THROUGH UUUU	3	2	-33.3%
4600 LIQUOR CITATIONS / SUMMONS	0	0	-
4700 COMMERCIAL VEHICLE CITATIONS	0	0	-
4800 LOCAL ORDINANCE WARNINGS	0	0	-
4900 TRAFFIC WARNINGS	1	5	400.0%
Total for Group D	60	42	-30.0%
5000 FIRE CLASSIFICATIONS	0	1	-
5100 18A STATE CODE FIRE CLASSIFICATIONS	1	0	-100.0%

Agency: Northfield Township
ORI: MI8196400

Oakland County CLEMIS
REPORT EXCLUDES UCR STATUS OF UNF

Report: CLEAR-008
Page 3 of 4

Report Time:
9/3/2015 8:27:30 AM

Report CLEAR-008 Summary of Offenses
All Offenses that were Attempted or Completed
For the Month of August

Agency: Northfield Township Police
ORI: MI8196400

Classification		Aug/2014	Aug/2015	%Change
Total for Group E		1	1	0%
6000	MISCELLANEOUS ACTIVITIES (6000)	6	0	-100.0%
6100	MISCELLANEOUS ACTIVITIES (6100)	0	0	-
6200	ARREST ASSIST	0	0	-
6300	CANINE ACTIVITIES	0	0	-
6500	CRIME PREVENTION ACTIVITIES	0	2	-
6600	COURT / WARRANT ACTIVITIES	0	0	-
6700	INVESTIGATIVE ACTIVITIES	0	0	-
Total for Group F		6	2	-66.7%
Total for All Groups		484	470	-2.9%

Appendix C

PROVISIONAL STATE AND LOCAL TASK FORCE AGREEMENT

This agreement is made this 1st day of October, 2015, between the United States Department of Justice, Drug Enforcement Administration (hereinafter "DEA"), and the Northfield Township Police Department (hereinafter "NTPD"). The DEA is authorized to enter into this cooperative agreement concerning the use and abuse of controlled substances under the provisions of 21 U.S.C. § 873.

WHEREAS there is evidence that trafficking in narcotics and dangerous drugs exists in the Greater Metropolitan Detroit area and that such illegal activity has a substantial and detrimental effect on the health and general welfare of the people of Michigan, the parties hereto agree to the following:

1. The Provisional Task Force Group 2 (Detroit – Transportation) (D-32) will perform the activities and duties described below:

a. disrupt the illicit drug traffic in the area by immobilizing targeted violators and trafficking organizations;

b. gather and report intelligence data relating to trafficking in narcotics and dangerous drugs; and

c. conduct undercover operations where appropriate and engage in other traditional methods of investigation in order that the Task Force's activities will result in effective prosecution before the courts of the United States and the State of Michigan.

2. To accomplish the objectives of the Provisional Task Force Group 2 (Detroit – Transportation) (D-32), the NTPD agrees to detail 1 experienced officer to the Provisional Task Force Group 2 (Detroit – Transportation) (D-32) for a period of not less than two years. During this period of assignment, the NTPD officer will be under the direct supervision and control of DEA supervisory personnel assigned to the Task Force.

3. The NTPD officer assigned to the Task Force shall adhere to DEA policies and procedures. Failure to adhere to DEA policies and procedures shall be grounds for dismissal from the Task Force.

4. The NTPD officer assigned to the Task Force shall be deputized as Task Force Officers of DEA pursuant to 21 U.S.C. Section 878.

5. To accomplish the objectives of the Provisional Task Force Group 2 (Detroit – Transportation) (D-32), DEA will assign four (4) Special Agents to the Task Force. DEA will also, subject to the availability of annually appropriated funds or any continuing resolution thereof, provide necessary funds and equipment to support the activities of the DEA Special Agents and officers

assigned to the Task Force. This support will include: office space, office supplies, travel funds, funds for the purchase of evidence and information, investigative equipment, training, and other support items.

6. The NTPD shall comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, as amended, and all requirements imposed by or pursuant to the regulations of the United States Department of Justice implementing those laws, 28 C.F.R. Part 42, Subparts C, F, G, H and I.

7. The term of this agreement shall be effective from the date in paragraph number one until September 30, 2016. This agreement may be terminated by either party on thirty days' advance written notice. Billing for all outstanding obligations must be received by DEA within 90 days of the date of termination of this agreement. DEA will be responsible only for obligations incurred by NTPD during the term of this agreement.

For the Drug Enforcement Administration:

Joseph P. Reagan
Special Agent in Charge

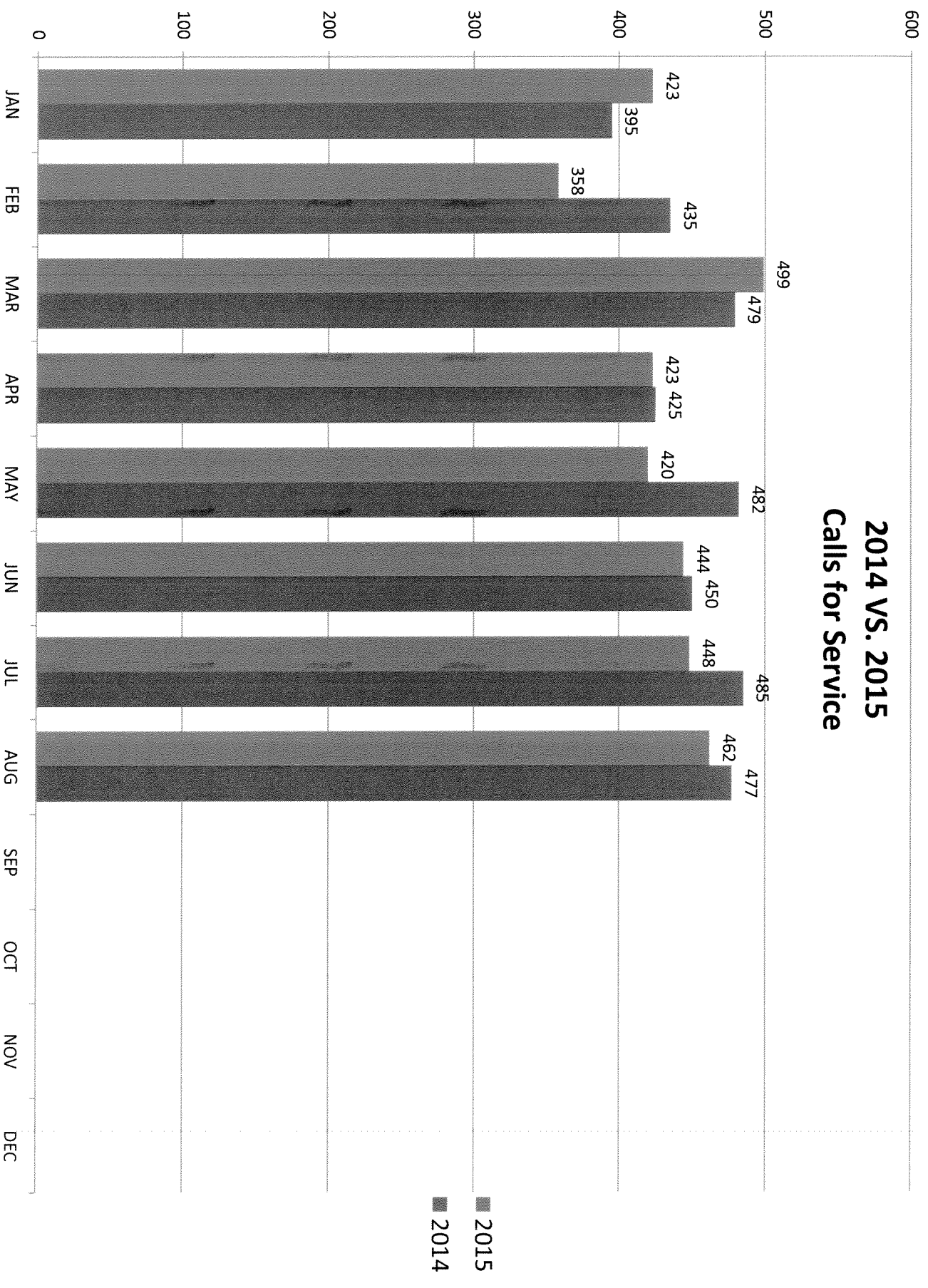
Date: _____

For the Northfield Township Police Department:

Tim Greene
Lieutenant

Date: _____

2014 VS. 2015 Calls for Service



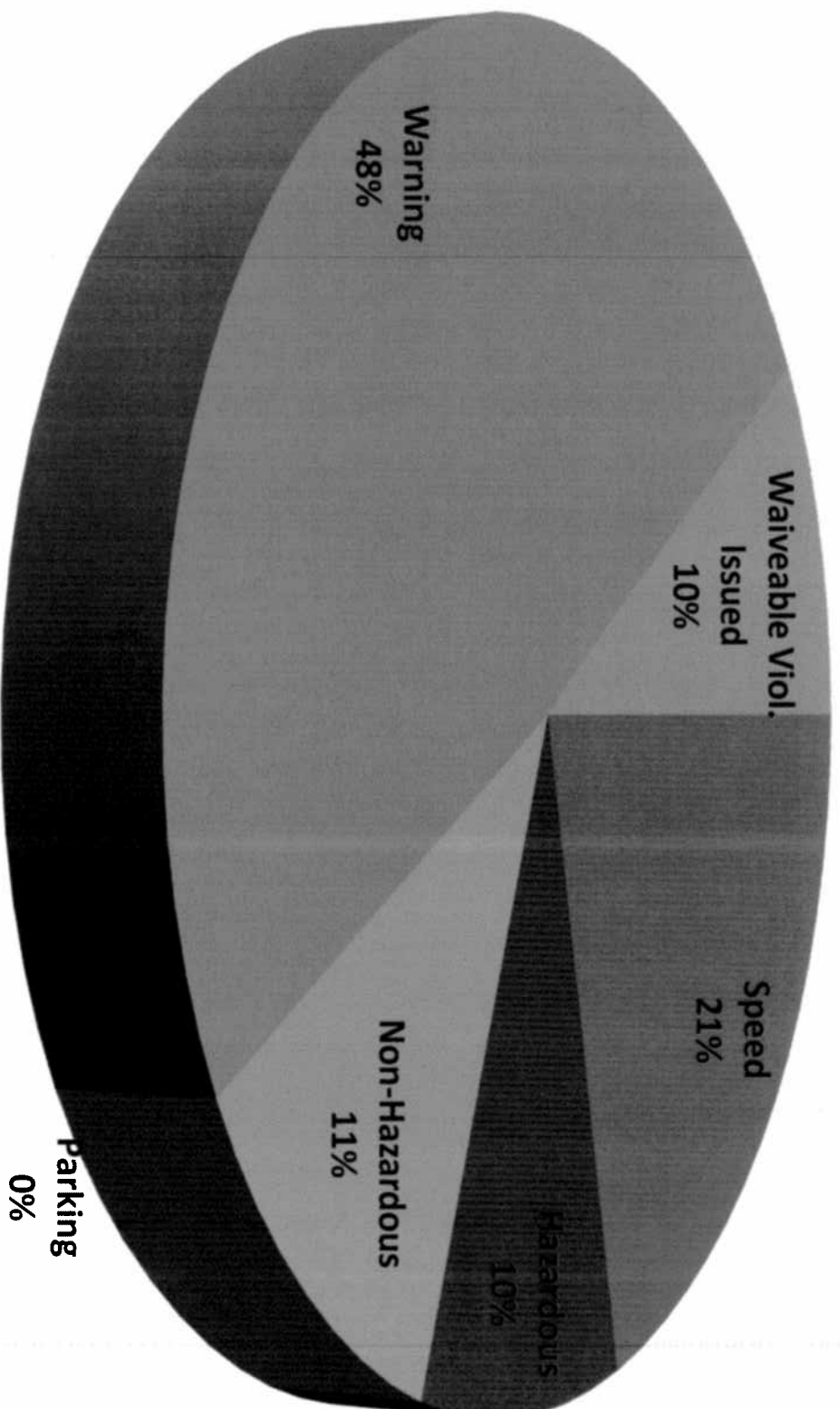
TRAFFIC VIOLATIONS SUMMARY

JANUARY 1, 2015 THROUGH DECEMBER 31, 2015													
2015	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Speed	26	33	57	27	23	21	6	27					220
Hazardous	5	9	9	2	3	8	5	12					53
Non-Hazardous	15	19	29	18	4	9	16	14					124
Parking	0	0	0	0	0	0	0	0					0
Warning	56	22	88	51	36	51	57	61					422
Waivable Viol. Issued	18	29	23	15	13	13	10	12					133
TOTAL	120	112	206	113	79	102	94	126	0	0	0	0	952
JANUARY 1, 2014 THROUGH DECEMBER 31, 2014													
2014	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Speed	11	41	49	53	59	49	22	39					323
Hazardous	4	13	12	8	11	2	15	15					80
Non-Hazardous	10	19	17	14	19	6	25	26					136
Parking	0	0	0	0	0	0	0	1					1
Warning	29	64	81	59	70	83	71	61					518
Waivable	10	25	37	21	20	25	5	26					169
TOTAL	64	162	196	155	179	165	138	168	0	0	0	0	1227

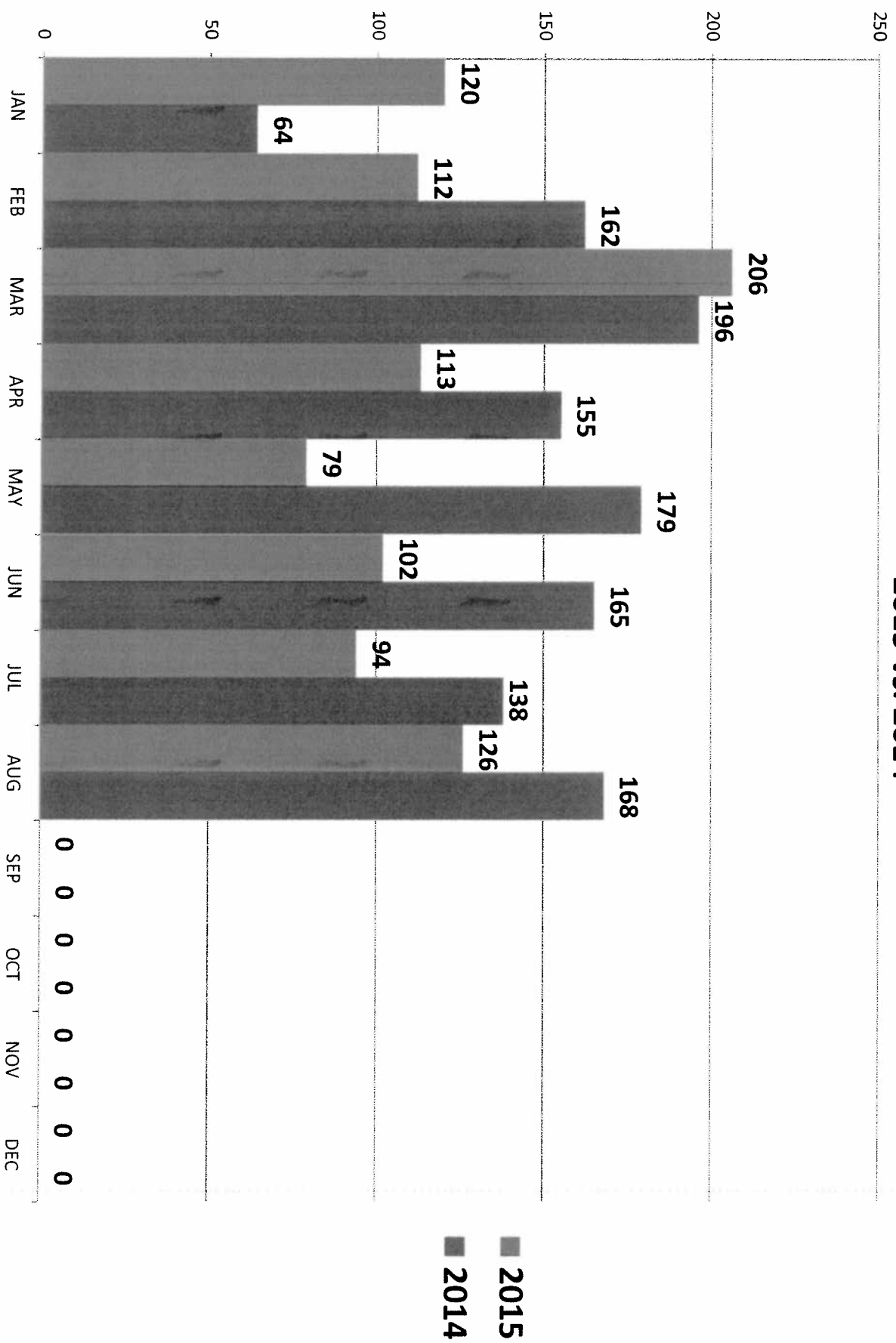
Note: Waivable citations are: Defective Equipment; No Operator's License on Person and No Registration

TRAFFIC VIOLATIONS ISSUED BY TYPE

August 2015



NUMBER OF TRAFFIC VIOLATIONS BY MONTH 2015 vs. 2014



OVERTIME SUMMARY

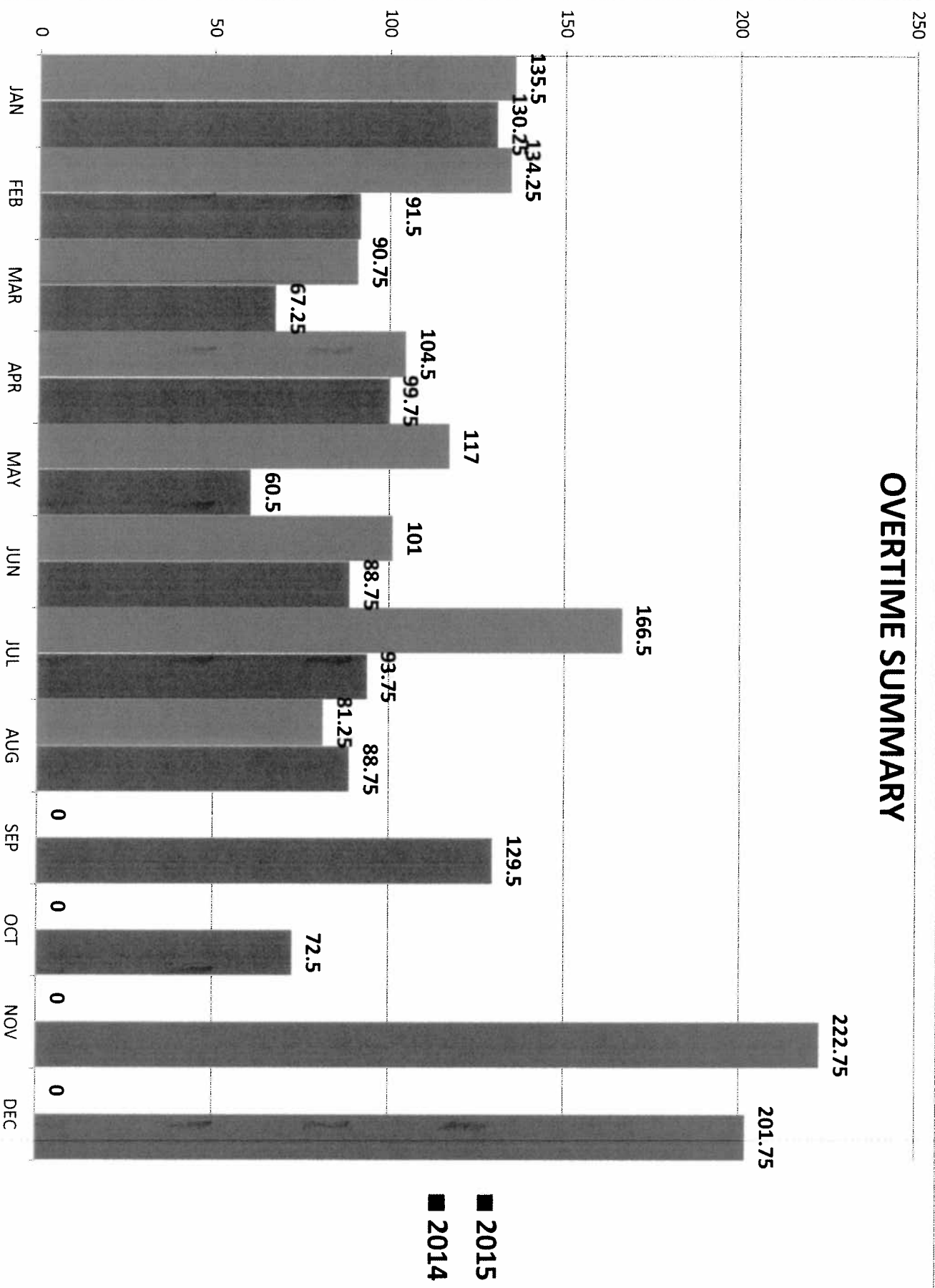
OVERTIME BY TYPE													
2015	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Court	9	20	15	6	32	17	6	12					117
Complaint Investigation	1	15.75	0.75	3	18.75	1	3.5	20.5					64.25
Report Writing	2.5	0	0	2.5	1.25	0	0	2.5					8.75
Training	0	0	0	0	0	3	0	0					3
Short Shift	10	12	62	60	11.5	53	40	18.25					266.75
Administrative	1	18.5	13	1	5.5	0	7.5	0					46.5
Special Detail	0	0	0	0	0	27	64.5	28					119.5
Holiday	112	68	0	32	48	0	45	0					305
TOTAL	135.5	134.25	90.75	104.5	117	101	166.5	81.25	0	0	0	0	930.75

	2013 VS. 2014												
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
2015 - TOTAL	135.5	134.25	90.75	104.5	117	101	166.5	81.25	0	0	0	0	930.75
2014 - TOTAL	130.25	91.5	67.25	99.75	60.5	88.75	93.75	88.75	129.5	72.5	222.75	201.75	1347

EMPLOYEE TIME OFF

2015	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Sick	63	12	22	70	0	8	30	34					239
Comp	14	13	9.5	4.5	23.25	40.5	8.25	7.5					120.5
Vacation	54	56	36	24	0	0	154	56					380
Holiday	20	8	0	10	10	0	10	0					58
PTO	58	40.75	167	180	94.25	105	80	168.5					893.5
Other	0	0	0	168	168	176	184	0					696
TOTAL	209	129.75	234.5	456.5	295.5	329.5	466.25	266	0	0	0	0	2387

OVERTIME SUMMARY



RESERVE UNIT HOURS

RESERVE HOURS BY TYPE													
2014	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Training	0	4.5	0	0	0	0	0	0					4.5
Patrol	0	0	8	0	22.5	0	8.25	8					46.75
Crime Prevention	0	0	0	0	0	0	0	0					0
Special Events	0	17.5	0	0	0	0	25	0					42.5
Administrative	0	0	0	0	0	0	0	0					0
TOTAL	0	22	8	0	22.5	0	33.25	8	0	0	0	0	93.75



William E. Wagner, Jr.
Director of Public
Safety/Fire Chief

Northfield Township Public Safety

8350 Main Street, Whitmore Lake, MI 48189
Fire: 734-449-2385 • Fax: 734-449-2521
Police: 734-449-9911 • Fax: 734-449-0511
www.twp.northfield.mi.us



Timothy Greene
Lieutenant
Police Operations

August 2015

Northfield Township Fire Department

Statistical Report

Responses August 2015:	49
Responses August 2014:	54
Total to Date 2015:	474

Fire Calls:	3
Structure Fires	1
Fire Alarms	2

Emergency Medical Calls:	28
Chest Pain	4
Difficulty Breathing	5
Unconscious/Cardiac Arrest	2
Diabetic/ Seizure	1
Trauma	6
CVA	2
Other	9

Motor Vehicle Accidents:	9
Injury Crashes	4
Unknown	5
Pin In	1

Public Service calls: 6

Electrical wire down	3
Gas Leak	1
Trench Rescue	1
Other	1

Mutual Aid Given: 3

Salem Township wire down	1
Ann Arbor Township borderline	2

Mutual Aid Received: 1

Structure Fire; Ann Arbor Twp, Superior Twp, South Lyon and Hamburg Twp	1
--	---

Responses in hamlet area: 21

Responses in rural area: 25

Responses outside the township: 3

Average response time for the month: 6:40



William Wagner



William E. Wagner, Jr.
Director of Public
Safety/Fire Chief

Northfield Township Public Safety

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Timothy Greene
Lieutenant
Police Operations

September 2015 Director of Public Safety Board Communication

1. **Fire department training August:** Training for the month consisted Ventilation and forcible entry techniques at the Fire House on Main St. We also practiced working off of ladders at the training house.
2. **Significant calls for month:** We responded to a call for a trench rescue at the old Carter Lumber sight that is under construction. Quick work by the first responding Police Officers and Fire Fighters averted a sure to be tragedy. We also responded to a working structure fire on Lyndon Lane. And while the responding fire fighters did a fine job at stopping the flame spread at this fire there was a significant loss due to smoke and water damage. The family did have insurance.
3. **Police and Fire Open House:** We have confirmed the date for the Police and Fire Department Open House. The date will be September 13th from 1-4pm. Again, we are excited to be partnering with the Living Water Church kids day. The theme for Fire Prevention week this year is "Hear the beep where you sleep". Remember to check the batteries in your smoke detector.
4. **Station #2 shed demolition:** We are requesting permission to demolish and remove the small shed behind fire station #2. This shed was needed for storage before this Public Safety Building was constructed. It is now falling down and not necessary.
5. **800 MHZ Radio millage:** At the August 5th Board of Commissioners meeting, the Board of Commissioners amended the previous month resolution to move the radio millage ballot to the March 8th 2016 election. The purpose was to save the County about \$200,000 by not having a special election.
6. **Union Contracts:** All Union contracts have been settled now and will be in place for the next three years.

**JAMES E. COX
NORTHFIELD TOWNSHIP
WATER POLLUTION CONTROL FACILITY
11500 LEMEN ROAD WHITMORE LAKE MICHIGAN
PHONE 734-449-4159**

To: Northfield Township Board of Trustees

From: Tim Hardesty Wastewater Treatment Plant Superintendent

Date: September 4th, 2015

Subject: August 2015 Monthly Report

8/1/15: Continuing with cleaning, televising, and manhole assessment (for asset management plan), of the collection system.

8/2/15: Power fail at Northshore #2 pump station. Generator running, waiting for Edison.

8/3/15: Removed rags off of pump at Eastshore #1 pump station.

8/4/15: Power finally returned to Northshore #2 pump station.

8/5/15: Installed chemical feed pump enclosures on aeration system.

8/6/15: Repaired roof leaks on two of our buildings.

8/7/15: Re-building of tertiary filters complete. Will put back on line next week.

8/10/15: Plugged sewer call at 316 East Shore Dr. The problem was in the homeowners' line.

8/11/15: Manhole at 240 Barker Rd. was buried under the asphalt. We had to cut the asphalt, remove the lid ring, and raise it up with bricks, and pour concrete around manhole ring to the level of the asphalt.

8/24/15: Contracted a vactor truck for excessive grit in main line on Barker Rd.

8/25/15: Repaired two valve boxes on sludge storage tank.

8/26/15: Pre-bid meeting with proposed contractors for Whitmore Lake Rd. sewers.

August 2014 Daily Average Flow	.665MGD
August 2015 Daily Average Flow	.677MGD
Maximum August Daily Flow 2014	.774MGD
Maximum August Daily Flow 2015	.809MGD
Minimum August Daily Flow 2014	.565MGD
Minimum August Daily Flow 2015	.608MGD
6 – Month Average Flow	.764MGD
12 – Month Average Flow	.706MGD
Total Gallons Treated August 2014	20,600,000MG
Total Gallons Treated August 2015	20,974,000MG
Rainfall (inches) August 2014	3.72”
Rainfall (inches) August 2015	2.72”
Connections / Tap-ins’ to system	0
Miss Dig Staking’s	5
Overtime for the month	30

Northfield Township Community Center
Monthly Report
August 2015
Tami Averill, Director

I. July Overview

The Senior Nutrition program is growing rapidly. We have 59 registered seniors, with 10 to 18 attending on a daily basis. Lunches are being served on Mondays, Wednesdays and Fridays at 12:15p.m. Home delivered meals continue on hold while the County works out a catering contract issue.

THANK YOU to our Senior Lunch Volunteers –Linda Hartley, Cindy Hogston, Ernestine Hogston, Betty Jones, Karen Neigebauer, Ann Thompson and Curtis Ward. They continue to do a wonderful job and keep things running smoothly.

Planning for future programming and trips is ongoing.

I continue to attend, record minutes and participate in the Parks & Recreation Commission meetings.

A big thank you to our volunteers – Damon Dotson, Linda Hartley, Cindy Hogston, Betty Jones, Alyssa Jones, Autumn Jones, Laura Misko, Karen Neigebauer, Fritz Nelson, Kim & Isabel Pohl, Donn Sleek, Ann Thompson, and Curtis Ward - for the work they contributed in August. Their assistance is always appreciated.

II. Program Evaluation

a. On Going Services

I am in the process of looking for a new massage therapist who has a specialty in CranioSacral Therapy and other forms of massage so our massage room will be in use again.

Dr. Anthony Mastrogiacomo from South Lyon Foot & Ankle Specialists began offering senior foot care once a month. His first day was August 6. He will be back again on Sept. 24 and Oct. 22.

The Medical Loan Closet continues to be available to the community. Three items were loaned in August. We continue to ask for donations of wheelchairs, 4-wheeled walkers with seats, and shower chairs. We received donations of several canes, a commode, and several standard walkers and a C-pap machine in August.

The Regency continues to send a Registered Nurse on the 2nd Tuesday of each month to do blood pressure screenings. Eight people participated in August.

b. **Classes**

Chair Yoga (6 participants/week) and Exercise with Becky (8-12 participants/week) continued. Tai Chi class finished their sessions with 5 participants. MAH Fitness will begin a new session in September.

Yoga for Beginners has 5 people attending each week.

Yoga for Kids has 2 students attending. This class will be taking a break from September through December, and will begin Saturday sessions again in January.

Our new exercise class– Gentle Energy Exercises is going well. The class is led by Lisa Abrams from the Lighthouse Center, Inc. There are currently 8 people participating. When the scheduled sessions ended on August 19, we decided that it will become an ongoing class on Mondays from 11:00a.m. to 12:00p.m.

Acrylic Painting for Beginners continues to be a hit with participants. We held our 4th 3-week session in August, with 4 people participating. The next session will begin in October.

Mom & Tots Time had 5 families participate in August. Our theme was “Look at Those Ladybugs!” We read stories, colored and made ladybug headbands.

A new parent discussion group, led by Amy Marchant, began meeting here in August. They will be here on the 3rd Thursday of each month, from 7:00 to 8:00p.m. They will discuss issues of interest to parents, such as things they can do to help their children succeed in school and home.

c. **On-Going Activities**

Pinochle continues every Tuesday and Thursday afternoon. Attendance has been consistent at 8 to 12 players per day each week.

The Knit, Crochet, Craft group continues to meet every Friday afternoon. 4 people attended each week during August.

The Whitmore Lake Portrait Group remains steady with their participation. Ten to twelve artists attend each week. The art gallery that showcases their art continues to be popular with our guests.

“A N.E.W. Me – Nutrition, Encouragement, and Weight Loss.” Continues to meet here on Tuesday mornings. Four to five people attended each week this month.

The Chamber of Commerce continues to hold their monthly meetings here on the first Wednesday of each month.

Both the Morning Kiwanis and the Evening Kiwanis continue to hold their regular meetings and Board meetings at the Community Center.

The Lost Voices Board of Directors began holding their monthly meetings here in August.

d. **Special Events**

People's Express held their quarterly drivers' meeting here on August 24. There were approximately 20 people in attendance.

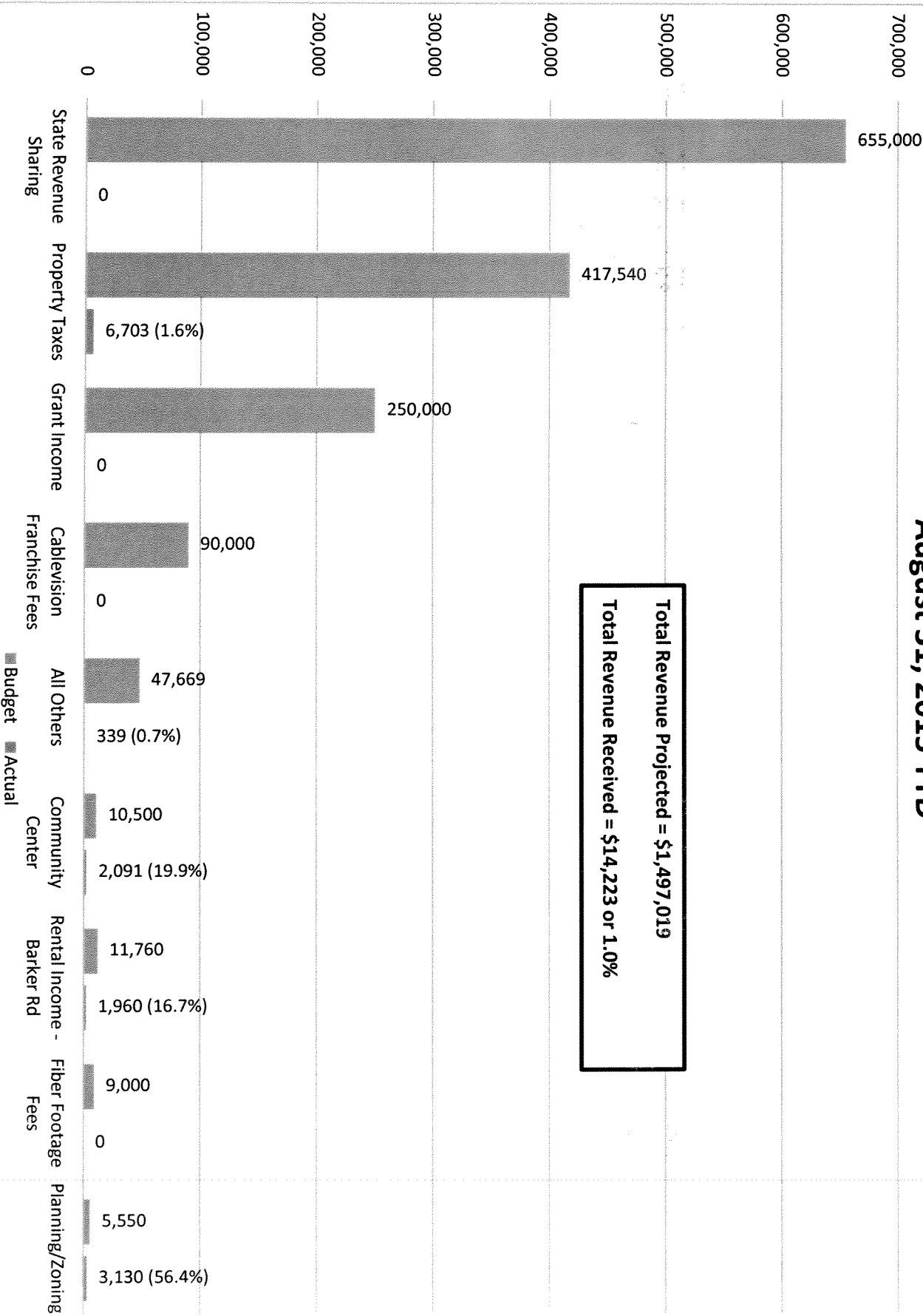
Joel Davila spoke to 12 of our seniors about the programs that Elderwise Ann Arbor has to offer.

"Karaoke Night at the Community Center," continued on August 7. Eighteen people attended.

Movies Under the Stars took place on August 14 and 28. We were forced to cancel on August 14 due to inclement weather. Nineteen people joined us to watch "Brave" on August 28. Our last movie will be "Ghostbusters" on September 18.

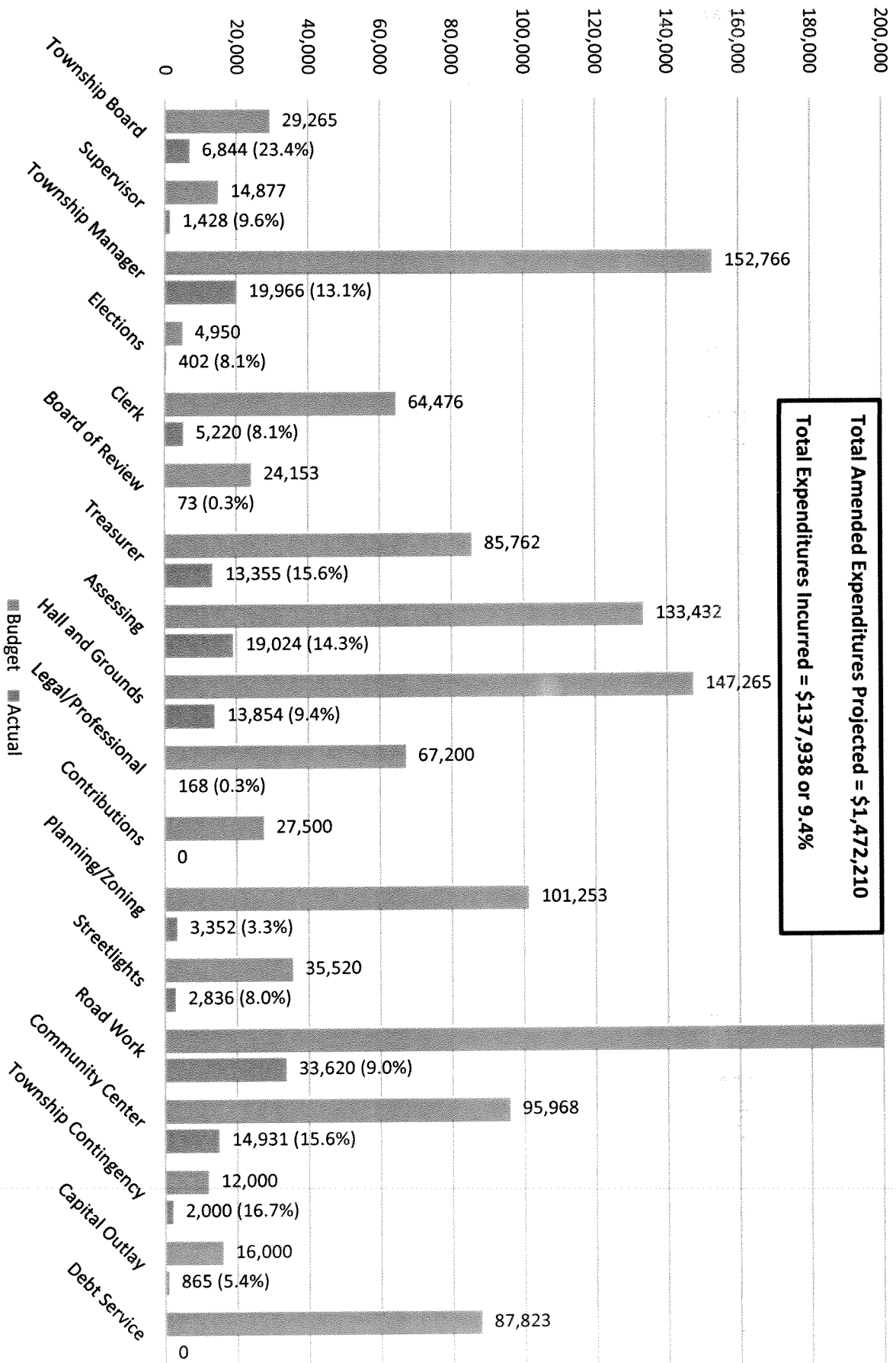
NORTHFIELD TOWNSHIP GENERAL FUND

Revenues Projected vs. Received August 31, 2015 YTD



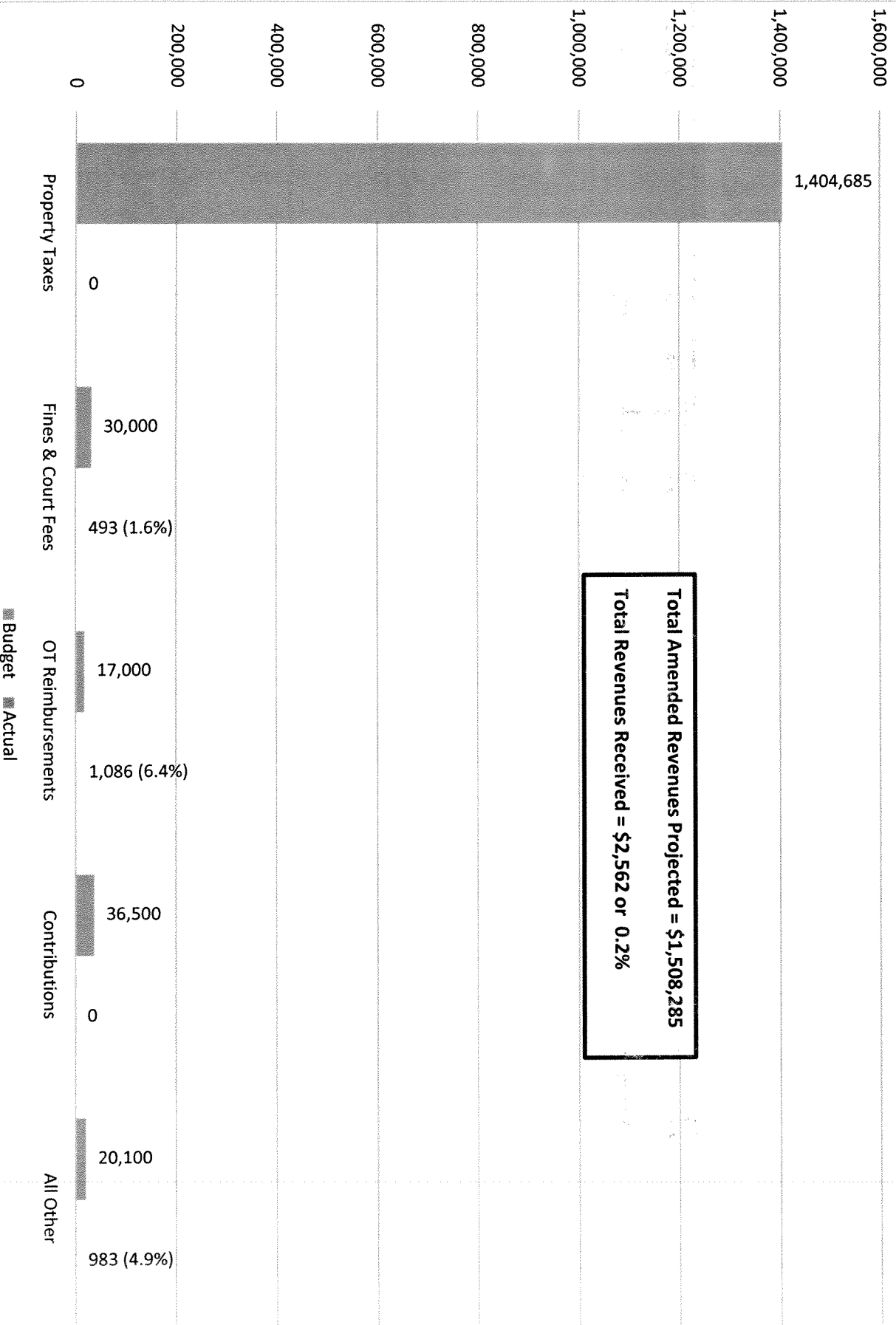
NORTHFIELD TOWNSHIP GENERAL FUND

Amended Expenditures Projected vs. Incurred August 31, 2015 YTD

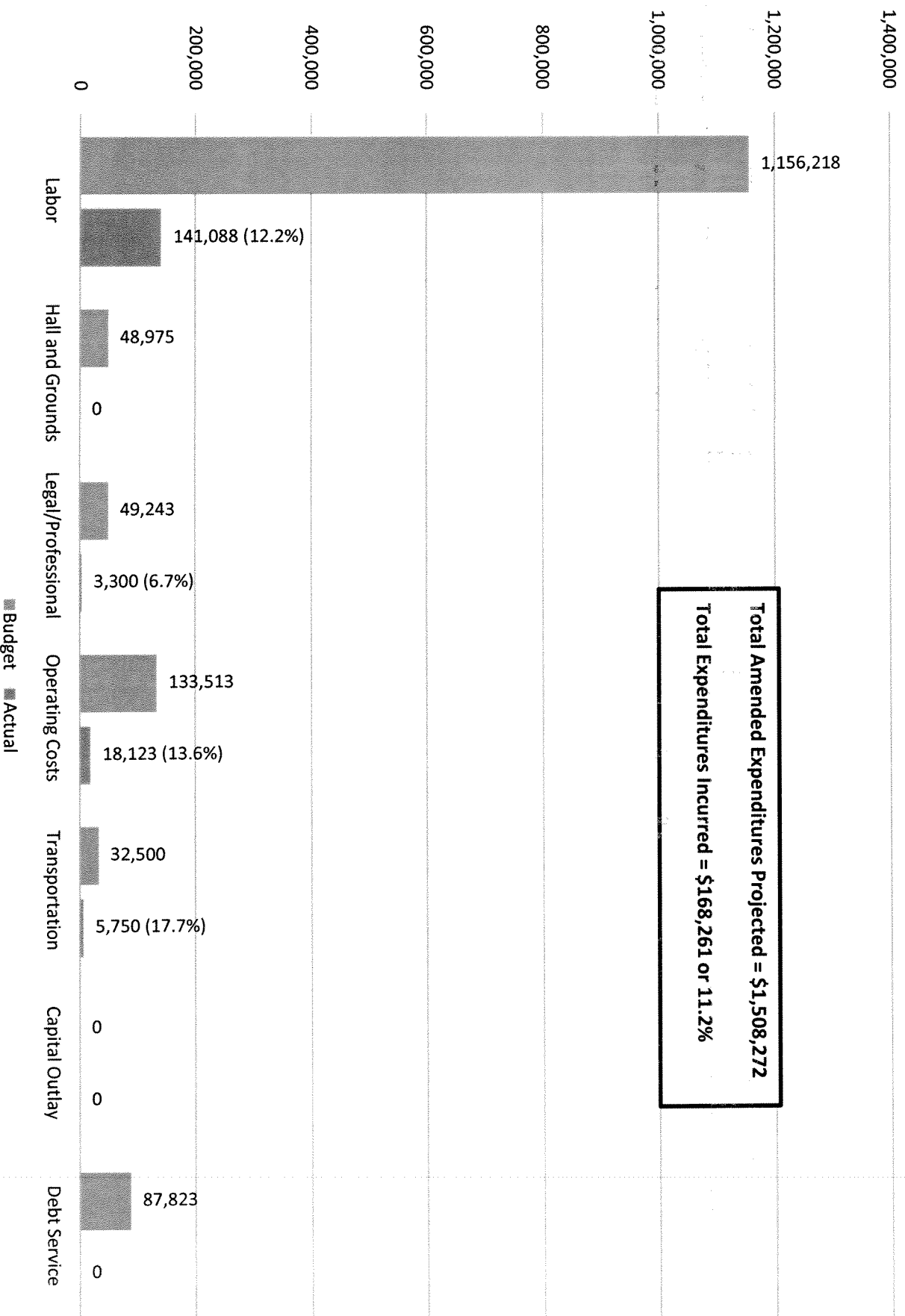


NORTHFIELD TOWNSHIP POLICE FUND

Amended Revenues Projected vs. Received August 31, 2015 YTD

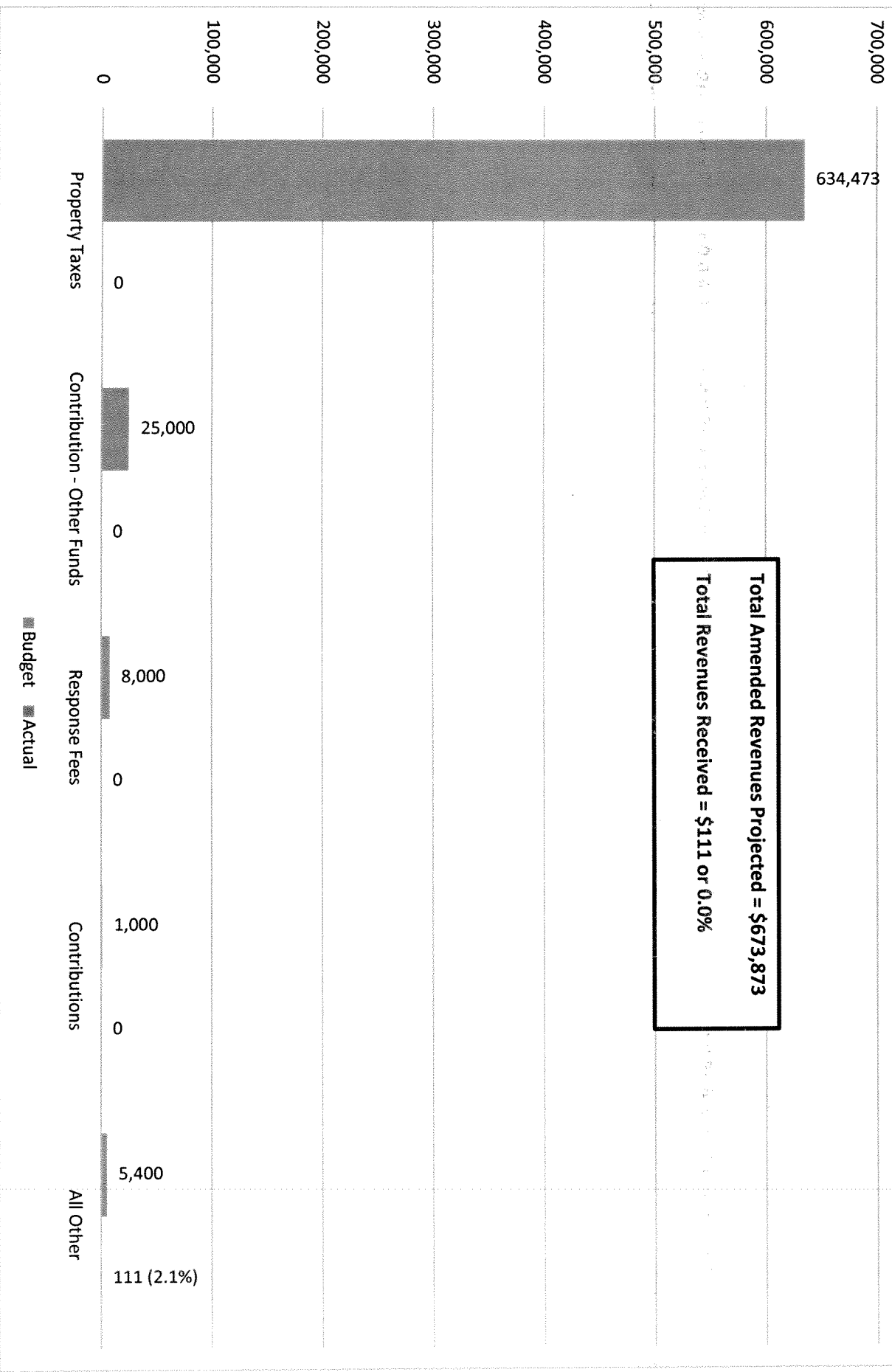


NORTHFIELD TOWNSHIP POLICE FUND Amended Expenditures Projected vs. Incurred August 31, 2015 YTD

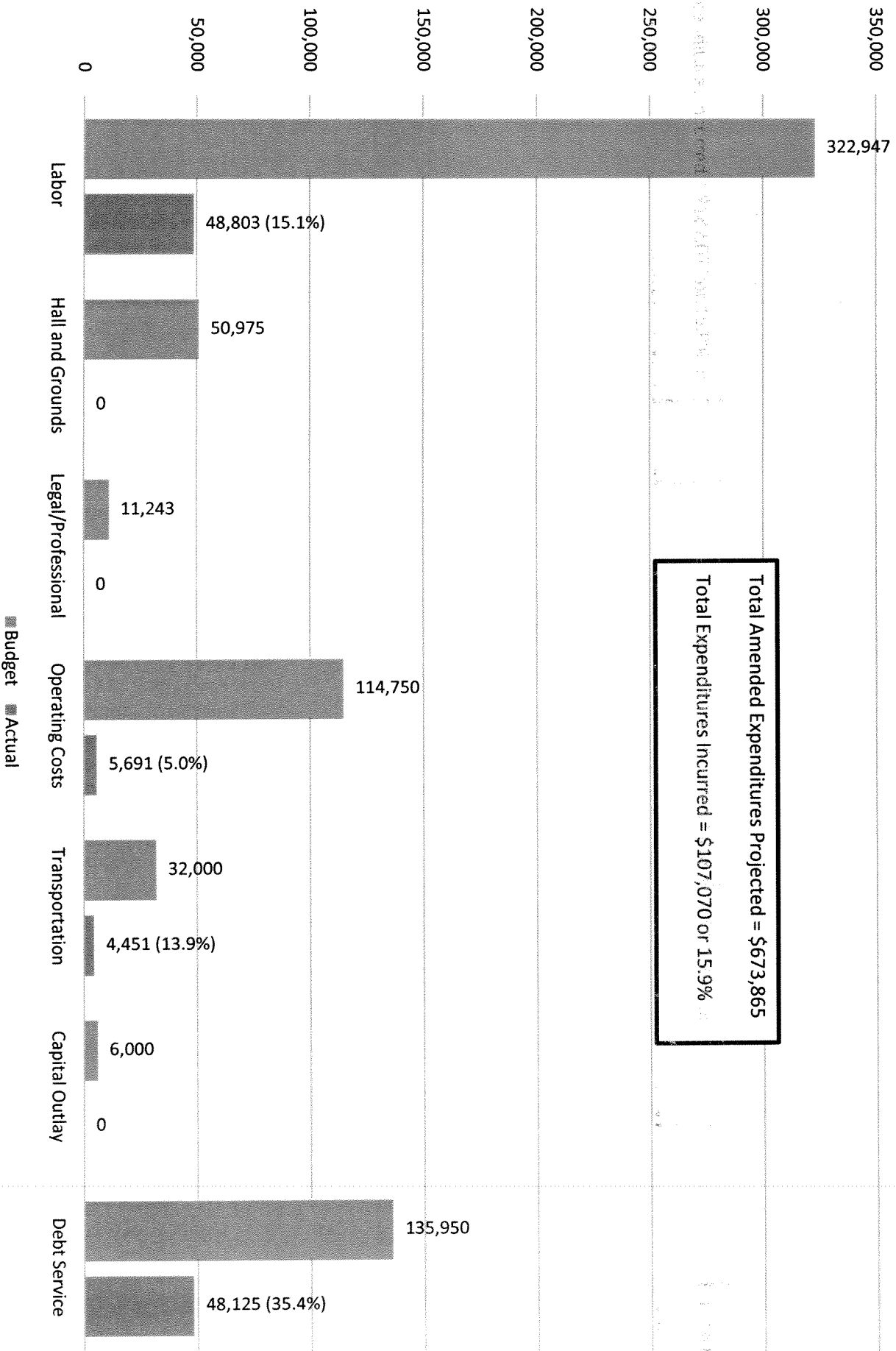


NORTHFIELD TOWNSHIP **FIRE/MEDICAL RESCUE FUND** **Amended Revenues Projected vs. Received** **August 31, 2015 YTD**

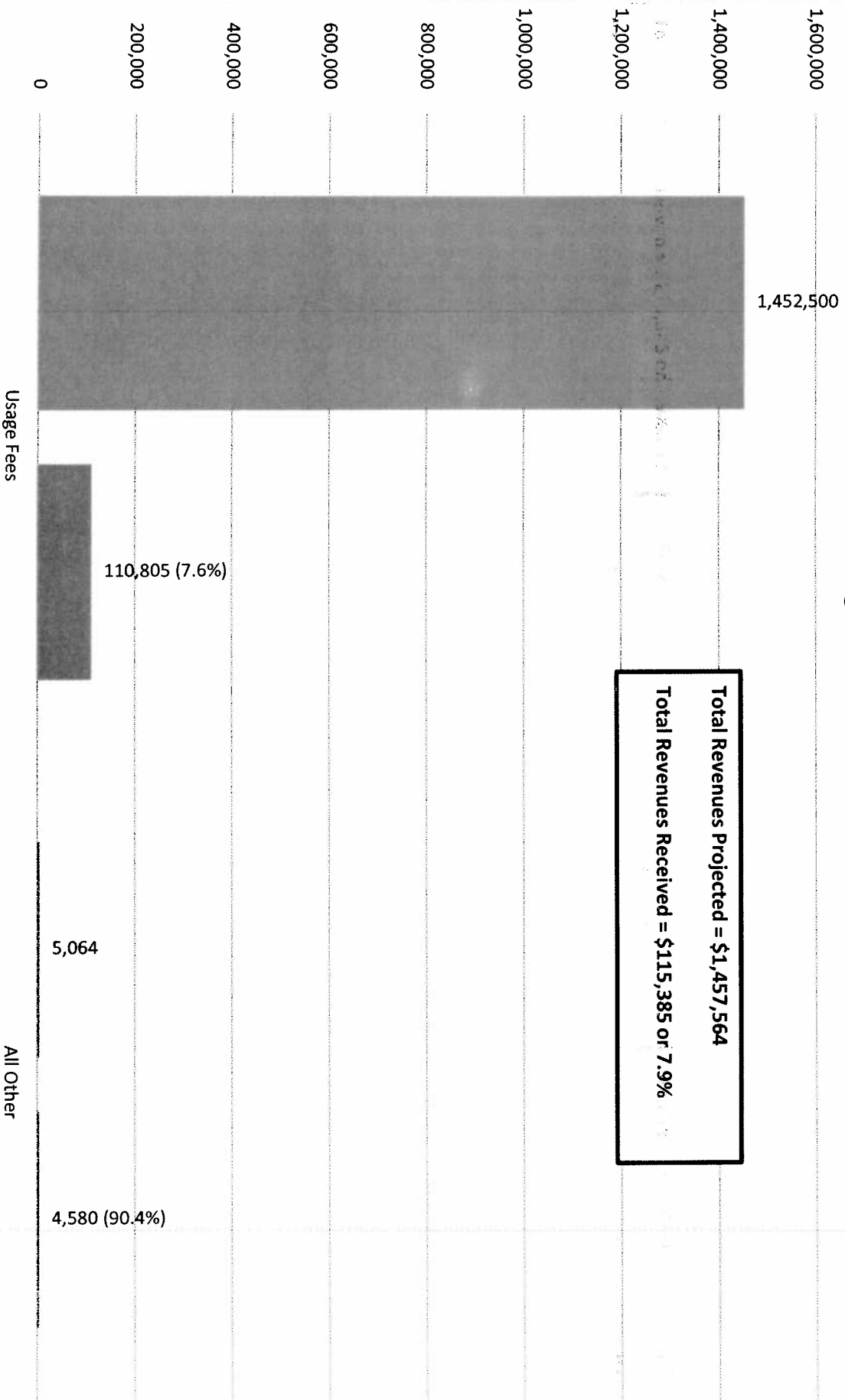
Total Amended Revenues Projected = \$673,873
Total Revenues Received = \$111 or 0.0%



NORTHFIELD TOWNSHIP FIRE/MEDICAL RESCUE FUND Amended Expenditures Projected vs. Incurred August 31, 2015 YTD



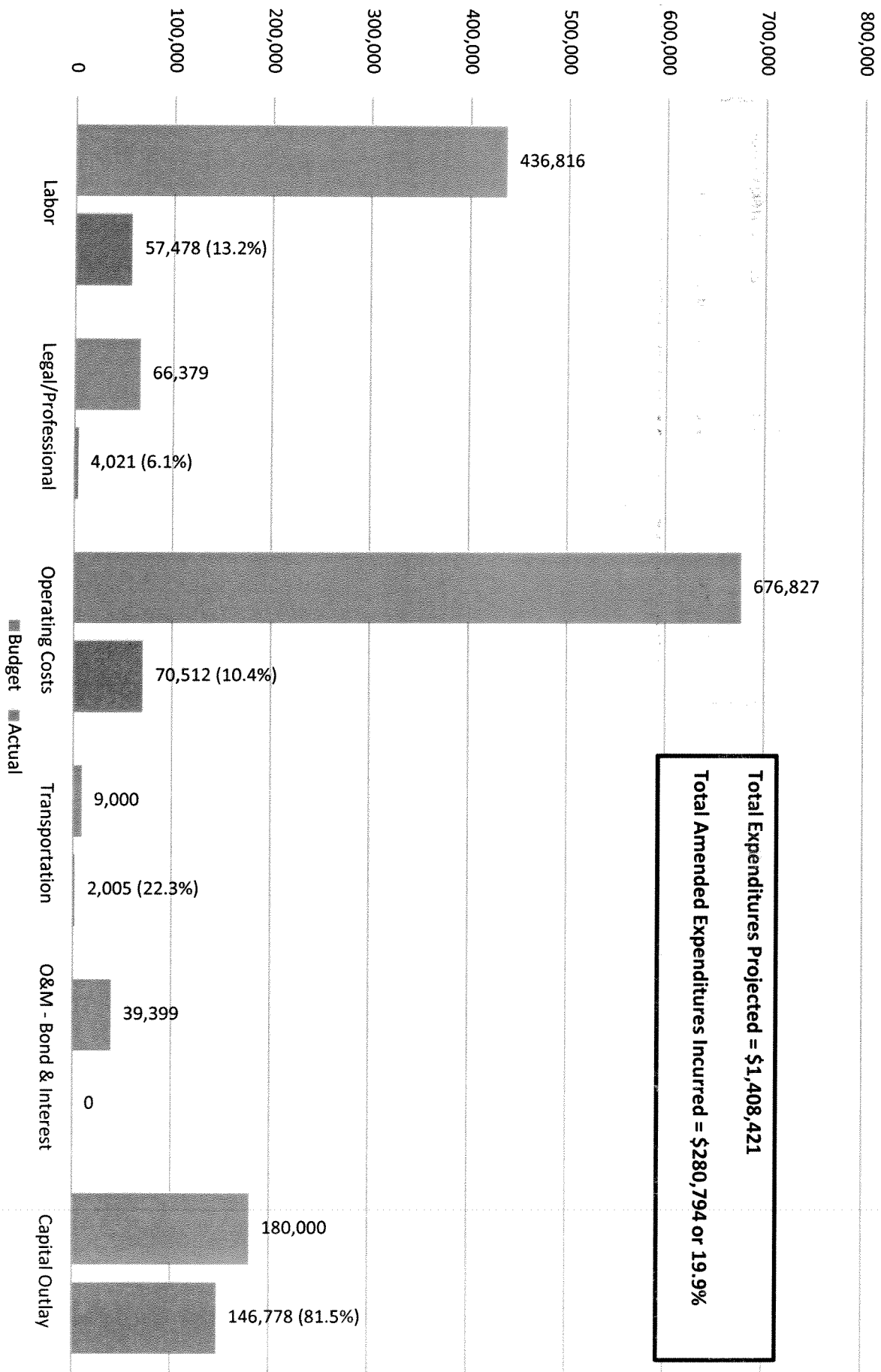
NORTHFIELD TOWNSHIP **WWTP FUND** **Revenues Projected vs. Received** **August 31, 2015 YTD**



Total Revenues Projected = \$1,457,564
Total Revenues Received = \$1,452,500 or 7.9% over

■ Budget ■ Actual

NORTHFIELD TOWNSHIP WWTP FUND Amended Expenditures Projected vs. Incurred August 31, 2015 YTD



GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND								
Expenditures								
Dept 101-TOWNSHIP BOARD								
101-101-701	SALARIES	9,891.51	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-101-715	SOCIAL SECURITY	756.72	765.00	765.00	0.00	0.00	765.00	0.00
101-101-807	MEMBERSHIP DUES	9,551.68	10,500.00	10,500.00	6,648.20	0.00	3,851.80	63.32
101-101-900	PRINTING & PUBLICATIONS	7,000.00	7,000.00	7,000.00	196.15	196.15	6,803.85	2.80
101-101-957	TRAINING & DEVELOPMENT	509.31	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 101-TOWNSHIP BOARD		27,782.46	29,265.00	29,265.00	6,844.35	196.15	22,420.65	23.39
Dept 171-SUPERVISOR								
101-171-701	SALARIES	12,499.76	12,500.00	12,500.00	1,442.28	480.76	11,057.72	11.54
101-171-715	SOCIAL SECURITY	(660.83)	957.00	957.00	(14.52)	36.78	971.52	(1.52)
101-171-807	MEMBERSHIP DUES	0.00	120.00	120.00	0.00	0.00	120.00	0.00
101-171-860	FUEL & MILEAGE	0.00	200.00	200.00	0.00	0.00	200.00	0.00
101-171-956	MISCELLANEOUS	0.00	100.00	100.00	0.00	0.00	100.00	0.00
101-171-957	TRAINING & DEVELOPMENT	285.58	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 171-SUPERVISOR		12,124.51	14,877.00	14,877.00	1,427.76	517.54	13,449.24	9.60
Dept 172-TOWNSHIP MANAGER								
101-172-701	SALARIES	77,000.04	77,000.00	77,000.00	8,884.62	2,961.54	68,115.38	11.54
101-172-704	CLERICAL/DEP /SUPER/ELECTION	25,325.50	28,288.00	28,288.00	2,896.80	1,016.80	25,391.20	10.24
101-172-715	SOCIAL SECURITY	11,995.42	12,335.00	12,335.00	1,334.80	448.38	11,000.20	10.82
101-172-716	HOSPITALIZATION	6,534.22	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-172-717	LIFE/DISB. INSURANCE	975.48	1,020.00	1,020.00	243.87	81.29	776.13	23.91
101-172-718	PENSION	7,639.64	7,700.00	7,700.00	888.43	296.15	6,811.57	11.54
101-172-722	CONTRACTUAL SERVICES	54,477.77	55,940.00	55,940.00	5,667.10	1,883.00	50,272.90	10.13
101-172-818	CONTRACTUAL SERVICES	5,858.68	7,500.00	7,500.00	0.00	0.00	7,500.00	0.00
101-172-850	COMMUNICATION	605.94	1,000.00	1,000.00	50.42	50.42	949.58	5.04
101-172-860	FUEL & MILEAGE	0.00	500.00	500.00	0.00	0.00	500.00	0.00
101-172-927	ALLOCATE TO DEPARTMENTS	(36,501.00)	(41,017.00)	(41,017.00)	0.00	0.00	(41,017.00)	0.00
101-172-957	TRAINING & DEVELOPMENT	744.87	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 172-TOWNSHIP MANAGER		154,716.56	152,766.00	152,766.00	19,966.04	6,737.58	132,799.96	13.07
Dept 191-ELECTIONS								
101-191-704	CLERICAL/DEP /SUPER/ELECTION	9,416.75	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-191-727	SUPPLIES	4,775.30	1,500.00	1,500.00	401.93	401.93	1,098.07	26.80
101-191-818	CONTRACTUAL SERVICES	1,760.00	0.00	0.00	0.00	0.00	0.00	0.00
101-191-851	POSTAGE	0.00	200.00	200.00	0.00	0.00	200.00	0.00
101-191-900	PRINTING & PUBLICATIONS	2,471.87	250.00	250.00	0.00	0.00	250.00	0.00
Total Dept 191-ELECTIONS		18,423.92	4,950.00	4,950.00	401.93	401.93	4,548.07	8.12
Dept 215-CLERK								
101-215-701	SALARIES	11,538.24	12,500.00	12,500.00	1,442.28	480.76	11,057.72	11.54
101-215-703	DEPUTY SALARIES	38,508.49	34,360.00	34,360.00	3,406.59	1,260.00	30,953.41	9.91
101-215-715	SOCIAL SECURITY	3,828.56	3,585.00	3,585.00	370.94	133.17	3,214.06	10.35
101-215-716	HOSPITALIZATION	0.00	1,125.00	1,125.00	0.00	0.00	1,125.00	0.00
101-215-717	LIFE/DISB. INSURANCE	0.00	500.00	500.00	0.00	0.00	500.00	0.00
101-215-718	PENSION	0.00	3,436.00	3,436.00	0.00	0.00	3,436.00	0.00
101-215-723	RECORD SEC	6,147.50	7,720.00	7,720.00	0.00	0.00	7,720.00	0.00

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DB: NorthfieldPERIOD ENDING 08/31/2015
% Fiscal Year Completed: 16.94

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDGT USED
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Fund 101 - GENERAL FUND

Expenditures

101-215-807	MEMBERSHIP DUES	0.00	100.00	100.00	0.00	0.00	100.00	0.00
101-215-860	FUEL & MILEAGE	60.94	150.00	150.00	0.00	0.00	150.00	0.00
101-215-922	LATE FEES AND PENALTIES	(26.22)	0.00	0.00	0.00	0.00	0.00	0.00
101-215-957	TRAINING & DEVELOPMENT	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00

Total Dept 215-CLERK

60,057.51

64,476.00

64,476.00

5,219.81

1,873.93

59,256.19

8.10

Dept 247-BOARD OF REVIEW

101-247-706	BOARD OF REVIEW FEE	1,389.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-247-715	SOCIAL SECURITY	106.27	153.00	153.00	0.00	0.00	153.00	0.00
101-247-723	RECORD SEC	1,050.00	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-247-900	PRINTING & PUBLICATIONS	682.00	800.00	800.00	0.00	0.00	800.00	0.00
101-247-959	TRIBUNALS AND DRAINS	10,469.59	20,000.00	20,000.00	73.51	73.51	19,926.49	0.37

Total Dept 247-BOARD OF REVIEW

13,696.86

24,153.00

24,153.00

73.51

73.51

24,079.49

0.30

Dept 253-TREASURER

101-253-701	SALARIES	12,499.76	12,500.00	12,500.00	1,442.28	480.76	11,057.72	11.54
101-253-703	DEPUTY SALARIES	42,770.75	43,500.00	43,500.00	4,913.30	1,664.84	38,586.70	11.29
101-253-704	CLERICAL/DEP /SUPER/ELECTION	21,681.19	19,365.00	19,365.00	268.25	0.00	19,096.75	1.39
101-253-715	SOCIAL SECURITY	5,886.70	5,765.00	5,765.00	506.73	164.15	5,258.27	8.79
101-253-716	HOSPITALIZATION	10,089.51	7,305.00	7,305.00	2,532.12	844.04	4,772.88	34.66
101-253-717	LIFE/DISB. INSURANCE	460.80	485.00	485.00	115.20	38.40	369.80	23.75
101-253-718	PENSION	4,213.44	4,350.00	4,350.00	491.32	166.48	3,858.68	11.29
101-253-803	LEGAL	6,500.00	6,000.00	6,000.00	500.00	500.00	5,500.00	8.33
101-253-804	TAX STATEMENT PREPARATION	1,440.66	1,650.00	1,650.00	790.69	0.00	859.31	47.92
101-253-807	MEMBERSHIP DUES	100.00	130.00	130.00	0.00	0.00	130.00	0.00
101-253-851	POSTAGE	3,573.27	3,000.00	3,000.00	1,723.71	0.00	1,276.29	57.46
101-253-860	FUEL & MILEAGE	217.08	200.00	200.00	0.00	0.00	200.00	0.00
101-253-927	ALLOCATE TO DEPARTMENTS	(21,036.00)	(20,488.00)	(20,488.00)	0.00	0.00	(20,488.00)	0.00
101-253-956	MISCELLANEOUS	3,137.78	1,000.00	1,000.00	71.47	0.00	928.53	7.15
101-253-957	TRAINING & DEVELOPMENT	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00

Total Dept 253-TREASURER

91,534.94

85,762.00

85,762.00

13,355.07

3,858.67

72,406.93

15.57

Dept 257-ASSESSING

101-257-709	ASST ASSESSOR	23,097.64	38,480.00	38,480.00	4,320.00	1,440.00	34,160.00	11.23
101-257-713	ASSESSOR	5,597.70	0.00	0.00	0.00	0.00	0.00	0.00
101-257-715	SOCIAL SECURITY	2,944.00	2,944.00	2,944.00	330.48	110.16	2,613.52	11.23
101-257-716	HOSPITALIZATION	5,769.58	18,860.00	18,860.00	4,279.38	1,426.46	14,580.62	22.69
101-257-717	LIFE/DISB. INSURANCE	0.00	700.00	700.00	0.00	0.00	700.00	0.00
101-257-718	PENSION	236.30	3,848.00	3,848.00	288.00	0.00	3,560.00	7.48
101-257-720	BANKED PTO	(3,234.63)	0.00	0.00	0.00	0.00	0.00	0.00
101-257-727	SUPPLIES	1,185.81	1,500.00	1,500.00	89.33	69.33	1,410.67	5.96
101-257-807	MEMBERSHIP DUES	0.00	500.00	500.00	0.00	0.00	500.00	0.00
101-257-818	CONTRACTUAL SERVICES	59,848.31	60,600.00	60,600.00	9,666.66	4,833.33	50,933.34	15.95
101-257-851	POSTAGE	2,202.50	2,500.00	2,500.00	50.00	50.00	2,450.00	2.00
101-257-860	FUEL & MILEAGE	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-257-957	TRAINING & DEVELOPMENT	1,050.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00

Total Dept 257-ASSESSING

97,948.41

133,432.00

133,432.00

19,023.85

7,929.28

114,408.15

14.26

User: RICK

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PERIOD ENDING 08/31/2015
% Fiscal Year Completed: 16.94

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDC % USED
Fund 101 - GENERAL FUND								
Expenditures								
Dept 265-HALL AND GROUNDS								
101-265-710	JANITORIAL SALARIES	5,240.00	6,000.00	6,000.00	840.00	440.00	5,160.00	14.00
101-265-715	SOCIAL SECURITY	455.94	460.00	460.00	64.26	33.66	395.74	13.97
101-265-716	HOSPITALIZATION	(146.43)	0.00	0.00	0.00	0.00	0.00	0.00
101-265-727	SUPPLIES	9,775.29	10,000.00	10,000.00	1,265.07	1,070.66	8,734.93	12.65
101-265-731	WORKERS COMP INSURANCE	1,896.00	2,050.00	2,050.00	2,049.00	0.00	1.00	99.95
101-265-816	GROUNDS/CLEANING/JANITORIAL SERVI	5,295.00	5,000.00	5,000.00	280.00	0.00	4,720.00	5.60
101-265-821	PSB MAINT & OPS ALLOCATION	42,935.00	48,975.00	48,975.00	0.00	0.00	48,975.00	0.00
101-265-850	COMMUNICATION	8,917.06	11,280.00	11,280.00	1,055.48	1,003.75	10,224.52	9.36
101-265-851	POSTAGE	4,596.93	5,500.00	5,500.00	1,708.51	1,708.51	3,791.49	31.06
101-265-910	INSURANCE & BONDS	23,453.00	30,700.00	30,700.00	0.00	0.00	30,700.00	0.00
101-265-920	UTILITIES	207.26	200.00	200.00	31.21	31.21	168.79	15.61
101-265-930	REPAIRS & MAINTENANCE	20,006.54	20,000.00	20,000.00	6,118.50	6,006.00	13,881.50	30.59
101-265-938	CHARGEBACKS - PRIOR TAX YEARS	4,047.62	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-265-940	RENTAL EQUIPMENT	3,675.88	4,300.00	4,300.00	441.48	220.74	3,858.52	10.27
101-265-956	MISCELLANEOUS	283.54	300.00	300.00	0.00	0.00	300.00	0.00
Total Dept 265-HALL AND GROUNDS		130,638.63	147,265.00	147,265.00	13,853.51	10,794.53	133,411.49	9.41
Dept 270-LEGAL/PROFESSIONAL								
101-270-800	OTHER PROFESSIONAL FEES	925.00	500.00	500.00	0.00	0.00	500.00	0.00
101-270-802	AUDIT FEES	4,500.00	6,300.00	6,300.00	0.00	0.00	6,300.00	0.00
101-270-803	LEGAL	100,997.27	96,000.00	96,000.00	6,830.00	6,830.00	89,170.00	7.11
101-270-806	ENGINEER	11,651.50	10,000.00	10,000.00	937.50	937.50	9,062.50	9.38
101-270-927	ALLOCATE TO DEPARTMENTS	(45,600.00)	(45,600.00)	(45,600.00)	(7,600.00)	(3,800.00)	(38,000.00)	16.67
Total Dept 270-LEGAL/PROFESSIONAL		72,473.77	67,200.00	67,200.00	167.50	3,967.50	67,032.50	0.25
Dept 336-CONTRIBUTIONS								
101-336-933	CONTRIBUTION - INDEPENDENCE D	2,500.00	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
101-336-963	CONTRIBUTION - WWTP	15,000.00	0.00	0.00	0.00	0.00	0.00	0.00
101-336-964	CONTRIBUTION-FIRE & MED RES	30,890.00	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
101-336-967	CONTRIBUTION-LAW ENFORCEMENT	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 336-CONTRIBUTIONS		53,390.00	27,500.00	27,500.00	0.00	0.00	27,500.00	0.00
Dept 412-PLANNING/ZONING DEPT								
101-412-707	ZBA SALARIES	3,100.00	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-412-715	SOCIAL SECURITY	1,139.85	1,071.00	1,071.00	84.15	38.25	986.85	7.86
101-412-723	RECORD SEC	5,597.50	6,720.00	6,720.00	0.00	0.00	6,720.00	0.00
101-412-726	PLANN COMM	11,800.00	11,000.00	11,000.00	1,100.00	500.00	9,900.00	10.00
101-412-727	SUPPLIES	172.18	200.00	200.00	0.00	0.00	200.00	0.00
101-412-800	OTHER PROFESSIONAL FEES	4,097.50	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
101-412-801	PLANNER FEES	29,932.11	30,750.00	30,750.00	0.00	0.00	30,750.00	0.00
101-412-803	LEGAL	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-412-809	CODE ENFORCEMENT	16,126.37	17,000.00	17,000.00	1,990.00	875.00	15,010.00	11.71
101-412-818	CONTRACTUAL SERVICES	8,416.00	0.00	8,416.00	0.00	0.00	8,416.00	0.00
101-412-851	POSTAGE	14.04	500.00	500.00	61.11	61.11	438.89	12.22
101-412-860	FUEL & MILEAGE	611.30	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
101-412-900	PRINTING & PUBLICATIONS	3,069.57	1,800.00	1,800.00	116.84	116.84	1,683.16	6.49
101-412-927	ALLOCATE TO DEPARTMENTS	7,600.00	6,596.00	6,596.00	0.00	0.00	6,596.00	0.00
101-412-957	TRAINING & DEVELOPMENT	1,429.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00

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PERIOD ENDING 08/31/2015
 % Fiscal Year Completed: 16.94

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BUDGET USED
Fund 101 - GENERAL FUND								
Expenditures								
Total Dept 412-PLANNING/ZONING DEPT		93,105.42	92,837.00	101,253.00	3,352.10	1,591.20	97,900.90	3.31
Dept 448-STREET LIGHTS								
101-448-920	UTILITIES	35,029.20	35,520.00	35,520.00	2,835.82	2,835.82	32,684.18	7.98
Total Dept 448-STREET LIGHTS		35,029.20	35,520.00	35,520.00	2,835.82	2,835.82	32,684.18	7.98
Dept 449-ROAD WORK								
101-449-813	ROADWORK	17,357.67	26,000.00	26,000.00	0.00	0.00	26,000.00	0.00
101-449-814	ROAD IMPROVEMENTS	75,933.10	96,000.00	96,000.00	33,620.08	0.00	62,379.92	35.02
101-449-929	GRANT EXPENSE	23,544.82	250,000.00	250,000.00	0.00	0.00	250,000.00	0.00
Total Dept 449-ROAD WORK		116,835.59	372,000.00	372,000.00	33,620.08	0.00	338,379.92	9.04
Dept 666-COMMUNITY CENTER								
101-666-701	SALARIES	37,422.88	38,275.00	38,275.00	4,362.96	1,478.36	33,912.04	11.40
101-666-702	SALARIES	0.00	0.00	0.00	332.40	332.40	(332.40)	100.00
101-666-715	SOCIAL SECURITY	2,862.95	2,930.00	2,930.00	356.14	135.46	2,573.86	12.15
101-666-716	HOSPITALIZATION	8,611.47	6,950.00	6,950.00	1,986.56	795.52	4,963.44	28.58
101-666-717	LIFE/DISB. INSURANCE	524.16	550.00	550.00	131.04	43.68	418.96	23.83
101-666-718	PENSION	3,734.32	3,828.00	3,828.00	436.28	147.84	3,391.72	11.40
101-666-727	SUPPLIES	2,531.33	2,000.00	2,000.00	315.76	72.34	1,684.24	15.79
101-666-731	WORKERS COMP INSURANCE	315.00	340.00	340.00	338.00	0.00	2.00	99.41
101-666-807	MEMBERSHIP DUES	110.00	220.00	220.00	145.00	0.00	75.00	65.91
101-666-812	CC TRIPS	20,281.16	4,500.00	4,500.00	2,153.58	1,617.72	2,346.42	47.86
101-666-815	CC PROGRAMS	0.00	13,500.00	13,500.00	2,159.75	1,979.75	11,340.25	16.00
101-666-816	GROUNDS/CLEANG/JANITORL SERVI	4,435.00	8,225.00	8,225.00	440.00	160.00	7,785.00	5.35
101-666-822	SENIOR NUTRITION	0.00	0.00	0.00	171.03	171.03	(171.03)	100.00
101-666-850	COMMUNICATION	3,523.00	2,700.00	2,700.00	287.14	233.14	2,412.86	10.63
101-666-851	POSTAGE	617.35	1,050.00	1,050.00	101.37	101.37	948.63	9.65
101-666-900	PRINTING & PUBLICATIONS	1,252.26	1,000.00	1,000.00	180.00	180.00	820.00	18.00
101-666-910	INSURANCE & BONDS	903.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
101-666-920	UTILITIES	2,846.94	3,000.00	3,000.00	301.99	195.93	2,698.01	10.07
101-666-930	REPAIRS & MAINTENANCE	4,944.29	4,500.00	4,500.00	677.94	559.94	3,822.06	15.07
101-666-970	EQUIPMENT	30.42	400.00	400.00	54.00	0.00	346.00	13.50
Total Dept 666-COMMUNITY CENTER		94,945.53	95,968.00	95,968.00	14,930.94	8,204.48	81,037.06	15.56
Dept 850-TOWNSHIP CONTINGENCY								
101-850-905	CONTINGENCY FUNDS	644.56	12,000.00	12,000.00	2,000.00	0.00	10,000.00	16.67
Total Dept 850-TOWNSHIP CONTINGENCY		644.56	12,000.00	12,000.00	2,000.00	0.00	10,000.00	16.67
Dept 900-CAPITAL OUTLAY								
101-900-972	COMPUTER	8,301.66	11,500.00	11,500.00	0.00	0.00	11,500.00	0.00
101-900-978	LAND ACQUISITION	98,582.58	4,500.00	4,500.00	865.00	865.00	3,635.00	19.22
Total Dept 900-CAPITAL OUTLAY		106,884.24	16,000.00	16,000.00	865.00	865.00	15,135.00	5.41
Dept 905-DEBT SERVICE								

User: RICK

DB: Northfield

 PERIOD ENDING 08/31/2015
 % Fiscal Year Completed: 16.94

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDT USED
Fund 101 - GENERAL FUND								
Expenditures	PSB SHARE OF BOND PMT	85,220.83	87,823.00	87,823.00	0.00	0.00	87,823.00	0.00
101-905-985								
Total Dept 905-DEBT SERVICE		85,220.83	87,823.00	87,823.00	0.00	0.00	87,823.00	0.00
TOTAL Expenditures		1,265,452.94	1,463,794.00	1,472,210.00	137,937.27	49,847.12	1,334,272.73	9.37
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		1,272,524.72	1,497,019.00	1,497,019.00	14,222.78	7,114.07	1,482,796.22	0.95
TOTAL EXPENDITURES		1,265,452.94	1,463,794.00	1,472,210.00	137,937.27	49,847.12	1,334,272.73	9.37
NET OF REVENUES & EXPENDITURES		7,071.78	33,225.00	24,809.00	(123,714.49)	(42,733.05)	148,523.49	498.67
BEG. FUND BALANCE		1,549,377.79	1,549,377.79	1,549,377.79	1,549,377.79			
END FUND BALANCE		1,556,449.57	1,582,602.79	1,574,186.79	1,432,735.08			

User: RICK

DB: Northfield

PERIOD ENDING REPORT 08/31/2015
% Fiscal Year Completed: 16.94

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 207 - LAW ENFORCEMENT FUND								
Revenues								
Dept 000								
207-000-402	CURRENT PROPERTY TAX	1,379,180.91	1,404,685.00	1,404,685.00	0.00	0.00	1,404,685.00	0.00
207-000-445	PENALTY & INTEREST ON TAXES	2,112.33	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
207-000-570	LIQUOR LICENSE & PERMITS	2,634.50	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
207-000-626	COPY & FOIA INCOME	2,284.00	1,600.00	1,600.00	266.60	14.79	1,333.40	16.66
207-000-656	FINES & COURT FEES	25,063.44	30,000.00	30,000.00	492.69	492.69	29,507.31	1.64
207-000-658	IMPOUND FEES	2,020.00	2,000.00	2,000.00	200.00	200.00	1,800.00	10.00
207-000-664	FEES PAID FOR OFFICER WAGES	6,298.12	6,500.00	6,500.00	0.00	0.00	6,500.00	0.00
207-000-671	REIMBURSEMENT/OTHER INCOME	3,400.25	3,000.00	3,000.00	516.93	266.93	2,483.07	17.23
207-000-673	SALE OF FIXED ASSET	605.25	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
207-000-681	OT REIMBURSEMENT	17,109.75	17,000.00	17,000.00	1,085.70	0.00	15,914.30	6.39
Total Dept 000		1,440,708.55	1,471,785.00	1,471,785.00	2,561.92	974.41	1,469,223.08	0.17
Dept 336-CONTRIBUTIONS								
207-336-588	CONTRIBUTION OTHER FUND(S)	41,000.00	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
207-336-683	CONTRIBUTION - INDEPENDENCE D	1,500.00	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 336-CONTRIBUTIONS		42,500.00	36,500.00	36,500.00	0.00	0.00	36,500.00	0.00
TOTAL Revenues		1,483,208.55	1,508,285.00	1,508,285.00	2,561.92	974.41	1,505,723.08	0.17
Expenditures								
Dept 226-PERSONNEL								
207-226-701	SALARIES	195,514.42	198,005.00	198,005.00	22,544.97	7,687.17	175,460.03	11.39
207-226-702	SALARIES	386,642.25	393,879.00	393,879.00	43,578.23	17,735.47	350,300.77	11.06
207-226-704	CIERICAL/DEP /SUPER/ELECTION	63,951.68	69,401.00	69,401.00	7,266.53	2,354.50	62,134.47	10.47
207-226-708	SALARIES-PART TIME	30,632.22	35,000.00	35,000.00	2,986.64	1,536.38	32,013.36	8.53
207-226-710	JANITORIAL SALARIES	8,320.00	8,320.00	8,320.00	1,360.00	720.00	6,960.00	16.35
207-226-711	SALARIES-OVERTIME	52,947.21	35,000.00	35,000.00	6,960.26	2,011.99	28,039.74	19.89
207-226-714	HOLIDAY	34,215.00	35,257.00	35,257.00	0.00	0.00	35,257.00	0.00
207-226-715	SOCIAL SECURITY	60,958.07	60,190.00	60,190.00	6,470.87	2,443.06	53,719.13	10.75
207-226-716	HOSPITALIZATION	159,260.56	162,555.00	162,555.00	25,157.37	8,670.79	137,397.63	15.48
207-226-717	LIFE/DISB. INSURANCE	7,672.84	8,028.00	8,028.00	2,002.71	697.97	6,025.29	24.95
207-226-718	PENSION	60,781.90	63,219.00	63,219.00	6,751.10	2,407.54	56,467.90	10.68
207-226-719	EMPLOYEE FRINGE-LONGEVITY	5,400.00	5,700.00	5,700.00	0.00	0.00	5,700.00	0.00
207-226-730	MEDICAL TESTING	145.50	500.00	500.00	0.00	0.00	500.00	0.00
207-226-731	WORKERS COMP INSURANCE	15,023.00	16,010.00	16,010.00	16,009.00	0.00	1.00	99.99
207-226-741	UNIFORMS/GEAR & ALLOWANCE	6,200.00	6,200.00	6,200.00	0.00	0.00	6,200.00	0.00
207-226-927	ALLOCATE TO DEPARTMENTS	59,485.00	58,604.00	58,604.00	0.00	0.00	58,604.00	0.00
207-226-957	TRAINING & DEVELOPMENT	50.00	350.00	350.00	0.00	0.00	350.00	0.00
Total Dept 226-PERSONNEL		1,147,119.65	1,156,218.00	1,156,218.00	141,087.68	46,264.87	1,015,130.32	12.20
Dept 265-HALL AND GROUNDS								
207-265-821	PSB MAINT & OPS ALLOCATION	42,934.00	48,975.00	48,975.00	0.00	0.00	48,975.00	0.00
Total Dept 265-HALL AND GROUNDS		42,934.00	48,975.00	48,975.00	0.00	0.00	48,975.00	0.00
Dept 270-LEGAL/PROFESSIONAL								
207-270-722	CONTROLLER	8,171.00	6,993.00	6,993.00	0.00	0.00	6,993.00	0.00
207-270-802	AUDIT FEES	3,060.00	2,250.00	2,250.00	0.00	0.00	2,250.00	0.00

User: RICK

DB: Northfield

PERIOD ENDING 08/31/2015

% Fiscal Year Completed: 16.94

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 207 - LAW ENFORCEMENT FUND								
Expenditures	LEGAL	42,900.00	40,000.00	40,000.00	3,300.00	3,300.00	36,700.00	8.25
207-270-803								
Total Dept 270-LEGAL/PROFESSIONAL		54,131.00	49,243.00	49,243.00	3,300.00	3,300.00	45,943.00	6.70
Dept 301-OPERATING COSTS								
207-301-727	SUPPLIES	6,064.63	3,000.00	3,000.00	773.94	560.19	2,226.06	25.80
207-301-741	UNIFORMS/GEAR & ALLOWANCE	58.29	0.00	0.00	0.00	0.00	0.00	0.00
207-301-807	MEMBERSHIP DUES	760.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
207-301-818	CONTRACTUAL SERVICES	13,914.00	18,000.00	18,000.00	3,578.33	3,578.33	14,421.67	19.88
207-301-820	DISPATCH SERVICES	63,346.92	68,000.00	68,000.00	10,557.82	5,278.91	57,442.18	15.53
207-301-850	COMMUNICATION	13,546.61	20,000.00	20,000.00	2,521.46	2,521.46	17,478.54	12.61
207-301-851	POSTAGE	320.90	200.00	200.00	100.00	100.00	100.00	50.00
207-301-900	PRINTING & PUBLICATIONS	99.63	400.00	400.00	0.00	0.00	400.00	0.00
207-301-910	INSURANCE & BONDS	17,226.00	17,513.00	17,513.00	0.00	0.00	17,513.00	0.00
207-301-930	REPAIRS & MAINTENANCE	1,589.17	2,000.00	2,000.00	161.28	75.62	1,838.72	8.06
207-301-932	RADIO REPAIR	1,100.00	1,100.00	1,100.00	0.00	0.00	1,100.00	0.00
207-301-938	CHARGEBACKS - PRIOR TAX YEARS	12,232.34	0.00	0.00	0.00	0.00	0.00	0.00
207-301-940	RENTAL EQUIPMENT	1,567.92	2,300.00	2,300.00	229.82	114.91	2,070.18	9.99
207-301-972	COMPUTER	2,400.00	0.00	0.00	200.00	0.00	(200.00)	100.00
Total Dept 301-OPERATING COSTS		134,226.41	133,513.00	133,513.00	18,122.65	12,229.42	115,390.35	13.57
Dept 333-TRANSPORTATION								
207-333-860	FUEL & MILEAGE	21,948.33	21,000.00	21,000.00	5,149.99	5,149.99	15,850.01	24.52
207-333-930	REPAIRS & MAINTENANCE	13,727.32	11,500.00	11,500.00	599.83	212.60	10,900.17	5.22
Total Dept 333-TRANSPORTATION		35,675.65	32,500.00	32,500.00	5,749.82	5,362.59	26,750.18	17.69
Dept 900-CAPITAL OUTLAY								
207-900-972	COMPUTER	73.13	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 900-CAPITAL OUTLAY		73.13	0.00	0.00	0.00	0.00	0.00	0.00
Dept 905-DEBT SERVICE								
207-905-985	PSB SHARE OF BOND PMT	85,220.83	87,823.00	87,823.00	0.00	0.00	87,823.00	0.00
Total Dept 905-DEBT SERVICE		85,220.83	87,823.00	87,823.00	0.00	0.00	87,823.00	0.00
TOTAL Expenditures		1,499,380.67	1,508,272.00	1,508,272.00	168,260.15	67,156.88	1,340,011.85	11.16
Fund 207 - LAW ENFORCEMENT FUND:								
TOTAL REVENUES		1,483,208.55	1,508,285.00	1,508,285.00	2,561.92	974.41	1,505,723.08	0.17
TOTAL EXPENDITURES		1,499,380.67	1,508,272.00	1,508,272.00	168,260.15	67,156.88	1,340,011.85	11.16
NET OF REVENUES & EXPENDITURES		(16,172.12)	13.00	13.00	(165,698.23)	(66,182.47)	165,711.23	1,274.60
BEG. FUND BALANCE		470,378.08	470,378.08	470,378.08	470,378.08			
END FUND BALANCE		454,205.96	470,391.08	470,391.08	288,507.73			

User: RICK

DB: Northfield

PERIOD ENDING 08/31/2015

% Fiscal Year Completed: 16.94

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 216 - MEDICAL RESCUE FUND								
Revenues								
Dept 000								
216-000-402	CURRENT PROPERTY TAX	616,776.08	634,473.00	634,473.00	0.00	0.00	634,473.00	0.00
216-000-445	PENALTY & INTEREST ON TAXES	943.81	500.00	500.00	0.00	0.00	500.00	0.00
216-000-482	HOUSE NUMBERS	800.00	500.00	500.00	0.00	0.00	500.00	0.00
216-000-588	CONTRIBUTION OTHER FUND(S)	25,000.00	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
216-000-626	COPY & FOIA INCOME	25.00	0.00	0.00	11.00	11.00	(11.00)	100.00
216-000-635	RESPONSE FEES	9,687.77	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
216-000-639	DRIVEWAY INSPECTIONS	750.00	400.00	400.00	100.00	100.00	300.00	25.00
216-000-671	REIMBURSEMENT/OTHER INCOME	2,582.88	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
216-000-673	SALE OF FIXED ASSET	980.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 000		657,545.54	672,873.00	672,873.00	111.00	61.00	672,762.00	0.02
Dept 336-CONTRIBUTIONS								
216-336-588	CONTRIBUTION OTHER FUND(S)	5,890.00	0.00	0.00	0.00	0.00	0.00	0.00
216-336-683	CONTRIBUTION - INDEPENDENCE D	1,000.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 336-CONTRIBUTIONS		6,890.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
TOTAL Revenues		664,435.54	673,873.00	673,873.00	111.00	61.00	673,762.00	0.02
Expenditures								
Dept 226-PERSONNEL								
216-226-701	SALARIES	79,221.04	79,310.00	79,310.00	9,151.14	3,050.38	70,158.86	11.54
216-226-702	SALARIES	123,046.00	134,000.00	134,000.00	14,182.00	4,704.00	119,818.00	10.58
216-226-705	ADMINISTRATIVE ASSISTANT	5,757.87	7,000.00	7,000.00	712.43	280.83	6,287.57	10.18
216-226-708	SALARIES-PART TIME	52,991.49	55,000.00	55,000.00	4,813.45	989.46	50,186.55	8.75
216-226-712	SALARIES - OFFICERS	8,925.00	14,000.00	14,000.00	0.00	0.00	14,000.00	0.00
216-226-715	SOCIAL SECURITY	21,627.37	23,130.00	23,130.00	2,259.32	705.73	20,870.68	9.77
216-226-716	HOSPITALIZATION	24,930.93	23,000.00	23,000.00	5,542.16	2,058.92	17,457.84	24.10
216-226-717	LIFE/DISB. INSURANCE	844.92	900.00	900.00	211.23	70.41	688.77	23.47
216-226-718	PENSION	7,912.76	7,931.00	7,931.00	915.08	305.04	7,015.92	11.54
216-226-730	MEDICAL TESTING	585.00	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
216-226-731	WORKERS COMP INSURANCE	9,600.00	10,280.00	10,280.00	10,278.00	0.00	2.00	99.98
216-226-927	ALLOCATE TO DEPARTMENTS	(59,485.00)	(58,604.00)	(58,604.00)	0.00	0.00	(58,604.00)	0.00
216-226-957	TRAINING & DEVELOPMENT	4,567.35	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
216-226-958	TRAINING WAGES	12,739.21	13,000.00	13,000.00	738.00	264.00	12,262.00	5.68
Total Dept 226-PERSONNEL		293,263.94	322,947.00	322,947.00	48,802.81	12,428.77	274,144.19	15.11
Dept 265-HALL AND GROUNDS								
216-265-816	GROUPS/CLEANG/JANITOR SERV	1,610.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
216-265-821	PSB MAINT & OPS ALLOCATION	42,935.00	48,975.00	48,975.00	0.00	0.00	48,975.00	0.00
Total Dept 265-HALL AND GROUNDS		44,545.00	50,975.00	50,975.00	0.00	0.00	50,975.00	0.00
Dept 270-LEGAL/PROFESSIONAL								
216-270-722	CONTROLLER	8,171.00	6,993.00	6,993.00	0.00	0.00	6,993.00	0.00
216-270-802	AUDIT FEES	3,060.00	2,250.00	2,250.00	0.00	0.00	2,250.00	0.00
216-270-803	LEGAL	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00

User: RICK

DB: Northfield

PERIOD ENDING 08/31/2015

% Fiscal Year Completed: 16.94

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 216 - MEDICAL RESCUE FUND								
Expenditures		11,231.00	11,243.00	11,243.00	0.00	0.00	11,243.00	0.00
Total Dept 270-LEGAL/PROFESSIONAL								
Dept 301-OPERATING COSTS								
216-301-727	SUPPLIES	6,530.41	8,000.00	8,000.00	589.72	495.43	7,410.28	7.37
216-301-741	UNIFORMS/GEAR & ALLOWANCE	13,453.03	8,000.00	8,000.00	338.32	338.32	7,661.68	4.23
216-301-807	MEMBERSHIP DUES	1,175.00	1,500.00	1,500.00	500.00	500.00	1,000.00	33.33
216-301-818	CONTRACTUAL SERVICES	1,593.91	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
216-301-820	DISPATCH SERVICES	10,274.04	11,800.00	11,800.00	1,965.46	982.73	9,834.54	16.66
216-301-850	COMMUNICATION	4,231.40	7,200.00	7,200.00	722.58	483.62	6,477.42	10.04
216-301-851	POSTAGE	100.00	50.00	50.00	0.00	0.00	50.00	0.00
216-301-900	PRINTING & PUBLICATIONS	203.85	200.00	200.00	0.00	0.00	200.00	0.00
216-301-910	INSURANCE & BONDS	54,585.00	55,000.00	55,000.00	0.00	0.00	55,000.00	0.00
216-301-920	UTILITIES	9,097.91	11,000.00	11,000.00	355.56	220.48	10,644.44	3.23
216-301-930	REPAIRS & MAINTENANCE	2,816.28	4,000.00	4,000.00	1,102.71	1,102.71	2,897.29	27.57
216-301-932	RADIO REPAIR	2,200.00	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
216-301-938	CHARGEBACKS - PRIOR TAX YEARS	5,470.45	0.00	0.00	0.00	0.00	0.00	0.00
216-301-972	COMPUTER	0.00	3,000.00	3,000.00	117.26	58.63	2,882.74	3.91
Total Dept 301-OPERATING COSTS		111,731.28	114,750.00	114,750.00	5,691.61	4,181.92	109,058.39	4.96
Dept 333-TRANSPORTATION								
216-333-860	FUEL & MILEAGE	10,337.34	11,000.00	11,000.00	719.36	719.36	10,280.64	6.54
216-333-930	REPAIRS & MAINTENANCE	21,273.20	21,000.00	21,000.00	3,731.43	3,447.93	17,268.57	17.77
Total Dept 333-TRANSPORTATION		31,610.54	32,000.00	32,000.00	4,450.79	4,167.29	27,549.21	13.91
Dept 900-CAPITAL OUTLAY								
216-900-970	EQUIPMENT	3,897.73	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
216-900-972	COMPUTER	703.56	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 900-CAPITAL OUTLAY		4,601.29	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
Dept 905-DEBT SERVICE								
216-905-985	PSB SHARE OF BOND PMT	85,220.83	87,823.00	87,823.00	0.00	0.00	87,823.00	0.00
216-905-991	DEBT SERVICE - PRINCIPAL	43,775.46	45,900.00	45,900.00	45,898.54	45,898.54	1.46	100.00
216-905-995	DEBT SERVICE - INTEREST	4,349.19	2,227.00	2,227.00	2,226.11	2,226.11	0.89	99.96
Total Dept 905-DEBT SERVICE		133,345.48	135,950.00	135,950.00	48,124.65	48,124.65	87,825.35	35.40
TOTAL Expenditures		630,328.53	673,865.00	673,865.00	107,069.86	68,902.63	566,795.14	15.89
Fund 216 - MEDICAL RESCUE FUND:								
TOTAL REVENUES		664,435.54	673,873.00	673,873.00	111.00	61.00	673,762.00	0.02
TOTAL EXPENDITURES		630,328.53	673,865.00	673,865.00	107,069.86	68,902.63	566,795.14	15.89
NET OF REVENUES & EXPENDITURES		34,107.01	8.00	8.00	(106,958.86)	(68,841.63)	106,966.86	1,336.98
BEG. FUND BALANCE		412,431.78	412,431.78	412,431.78	412,431.78			
END FUND BALANCE		446,538.79	412,439.78	412,439.78	339,579.93			

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

PERIOD ENDING 08/31/2015

% Fiscal Year Completed: 16.94

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 230 - DONATION FUND								
Revenues								
Dept 000								
230-000-691	DONATION - FIREWORKS	1,200.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
230-000-692	DONATION - EVENTS/COMMUNITY P	2,300.00	1,500.00	1,500.00	(2,800.00)	0.00	4,300.00	(186.67)
Total Dept 000		3,500.00	2,500.00	2,500.00	(2,800.00)	0.00	5,300.00	(112.00)
TOTAL Revenues		3,500.00	2,500.00	2,500.00	(2,800.00)	0.00	5,300.00	(112.00)
Expenditures								
Dept 301-OPERATING COSTS								
230-301-903	DONATIONS - KIWANIS	1,025.00	0.00	0.00	0.00	0.00	0.00	0.00
230-301-904	DONATIONS - EVENTS/COMMUNITY P	1,376.59	1,500.00	1,500.00	538.80	19.40	961.20	35.92
Total Dept 301-OPERATING COSTS		2,401.59	1,500.00	1,500.00	538.80	19.40	961.20	35.92
TOTAL Expenditures		2,401.59	1,500.00	1,500.00	538.80	19.40	961.20	35.92
Fund 230 - DONATION FUND:								
TOTAL REVENUES		3,500.00	2,500.00	2,500.00	(2,800.00)	0.00	5,300.00	112.00
TOTAL EXPENDITURES		2,401.59	1,500.00	1,500.00	538.80	19.40	961.20	35.92
NET OF REVENUES & EXPENDITURES		1,098.41	1,000.00	1,000.00	(3,338.80)	(19.40)	4,338.80	333.88
BEG. FUND BALANCE		4,064.34	4,064.34	4,064.34	4,064.34			
END FUND BALANCE		5,162.75	5,064.34	5,064.34	1,823.95			

PERIOD ENDING 08/31/2015

% Fiscal Year Completed: 16.94

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Fund 248 - DOWNTOWN DEVELOPMENT AUTH								
Revenues								
Dept 000								
248-000-671	REIMBURSEMENT/OTHER INCOME	4.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		4.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		4.00	0.00	0.00	0.00	0.00	0.00	0.00
Expenditures								
Dept 301-OPERATING COSTS								
248-301-800	OTHER PROFESSIONAL FEES	5,538.08	0.00	0.00	0.00	0.00	0.00	0.00
248-301-816	OTHER GROUNDSCLEANING/JANITORIAL SERVI	0.00	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
Total Dept 301-OPERATING COSTS		5,538.08	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
Dept 449-ROAD WORK								
248-449-814	ROAD IMPROVEMENTS	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 449-ROAD WORK		20,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Dept 900-CAPITAL OUTLAY								
248-900-925	STREETSCAPING	0.00	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
Total Dept 900-CAPITAL OUTLAY		0.00	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
TOTAL Expenditures		25,538.08	4,200.00	4,200.00	0.00	0.00	4,200.00	0.00
Fund 248 - DOWNTOWN DEVELOPMENT AUTH:								
TOTAL REVENUES		4.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		25,538.08	4,200.00	4,200.00	0.00	0.00	4,200.00	0.00
NET OF REVENUES & EXPENDITURES		(25,534.08)	(4,200.00)	(4,200.00)	0.00	0.00	(4,200.00)	0.00
BEG. FUND BALANCE		91,499.33	91,499.33	91,499.33	91,499.33			
END FUND BALANCE		65,965.25	87,299.33	87,299.33	65,965.25			

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

PERIOD ENDING 08/31/2015

% Fiscal Year Completed: 16.94

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 265 - NARCOTICS FUND								
Revenues								
Dept 000								
265-000-661	FORFEITURES	74,708.80	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
Total Dept 000		74,708.80	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
TOTAL Revenues		74,708.80	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
Expenditures								
Dept 301-OPERATING COSTS								
265-301-727	SUPPLIES	0.00	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
265-301-899	FORFEITURE SHARING	13,385.75	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
265-301-956	MISCELLANEOUS	134.20	2,000.00	2,000.00	3.00	0.00	1,997.00	0.15
265-301-972	COMPUTER	0.00	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
Total Dept 301-OPERATING COSTS		13,519.95	29,000.00	29,000.00	3.00	0.00	28,997.00	0.01
Dept 336-CONTRIBUTIONS								
265-336-967	CONTRIBUTION-LAW ENFORCEMENT	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 336-CONTRIBUTIONS		1,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Dept 900-CAPITAL OUTLAY								
265-900-970	EQUIPMENT	6,590.91	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 900-CAPITAL OUTLAY		6,590.91	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures		21,110.86	29,000.00	29,000.00	3.00	0.00	28,997.00	0.01
Fund 265 - NARCOTICS FUND:								
TOTAL REVENUES		74,708.80	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
TOTAL EXPENDITURES		21,110.86	29,000.00	29,000.00	3.00	0.00	28,997.00	0.01
NET OF REVENUES & EXPENDITURES		53,597.94	6,000.00	6,000.00	(3.00)	0.00	6,003.00	0.05
BEG. FUND BALANCE		46,246.49	46,246.49	46,246.49	46,246.49			
END FUND BALANCE		99,844.43	52,246.49	52,246.49	99,841.43			

09/03/2015 10:46 AM

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PERIOD ENDING 08/31/2015

% Fiscal Year Completed: 16.94

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 266 - FEDERAL NARCOTICS FUND								
Revenues								
Dept 000								
266-000-661	FOREFEITURES	93,271.61	100,000.00	100,000.00	23,767.28	20,102.08	76,232.72	23.77
Total Dept 000		93,271.61	100,000.00	100,000.00	23,767.28	20,102.08	76,232.72	23.77
TOTAL Revenues		93,271.61	100,000.00	100,000.00	23,767.28	20,102.08	76,232.72	23.77
Expenditures								
Dept 301-OPERATING COSTS								
266-301-727	SUPPLIES	9,305.05	12,000.00	12,000.00	791.32	791.32	11,208.68	6.59
266-301-956	MISCELLANEOUS	4,587.82	5,000.00	5,000.00	134.18	134.18	4,865.82	2.68
Total Dept 301-OPERATING COSTS		13,892.87	17,000.00	17,000.00	925.50	925.50	16,074.50	5.44
Dept 336-CONTRIBUTIONS								
266-336-967	CONTRIBUTION-LAW ENFORCEMENT	35,000.00	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
Total Dept 336-CONTRIBUTIONS		35,000.00	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
Dept 900-CAPITAL OUTLAY								
266-900-970	EQUIPMENT	137,069.19	170,000.00	170,000.00	27,200.48	0.00	142,799.52	16.00
266-900-974	VEHICLE	62,874.10	60,000.00	60,000.00	0.00	0.00	60,000.00	0.00
Total Dept 900-CAPITAL OUTLAY		199,943.29	230,000.00	230,000.00	27,200.48	0.00	202,799.52	11.83
TOTAL Expenditures		248,836.16	282,000.00	282,000.00	28,125.98	925.50	253,874.02	9.97
Fund 266 - FEDERAL NARCOTICS FUND:								
TOTAL REVENUES		93,271.61	100,000.00	100,000.00	23,767.28	20,102.08	76,232.72	23.77
TOTAL EXPENDITURES		248,836.16	282,000.00	282,000.00	28,125.98	925.50	253,874.02	9.97
NET OF REVENUES & EXPENDITURES		(155,564.55)	(182,000.00)	(182,000.00)	(4,358.70)	19,176.58	(177,641.30)	2.39
BEG. FUND BALANCE		515,709.12	515,709.12	515,709.12	515,709.12			
END FUND BALANCE		360,144.57	333,709.12	333,709.12	355,785.87			

09/03/2015 10:46 AM

User: RICK

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PERIOD ENDING 08/31/2015

% Fiscal Year Completed: 16.94

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BUDGET USED
Fund 287 - BUILDING DEPARTMENT FUND								
Revenues								
Dept 000								
287-000-484	BUILDING PLAN REVIEW FEES	3,243.00	3,000.00	3,000.00	408.32	133.32	2,591.68	13.61
287-000-485	BUILDING PERMIT FEES	35,170.00	29,240.00	29,240.00	6,209.00	878.00	23,031.00	21.23
287-000-486	CONTRACTOR'S REGISTRATION	2,340.00	1,500.00	1,500.00	345.00	150.00	1,155.00	23.00
287-000-488	TRADE PERMIT FEES	32,054.00	25,000.00	25,000.00	5,065.00	1,995.00	19,935.00	20.26
Total Dept 000		72,807.00	58,740.00	58,740.00	12,027.32	3,156.32	46,712.68	20.48
TOTAL Revenues		72,807.00	58,740.00	58,740.00	12,027.32	3,156.32	46,712.68	20.48
Expenditures								
Dept 226-PERSONNEL								
287-226-927	ALLOCATE TO DEPARTMENTS	18,341.00	18,548.00	18,548.00	0.00	0.00	18,548.00	0.00
Total Dept 226-PERSONNEL		18,341.00	18,548.00	18,548.00	0.00	0.00	18,548.00	0.00
Dept 261-GOVERNMENT SHARED SERVICES								
287-261-725	INSPECTOR EXPENSES	22,440.45	25,000.00	25,000.00	12,436.48	3,676.66	12,563.52	49.75
Total Dept 261-GOVERNMENT SHARED SERVICES		22,440.45	25,000.00	25,000.00	12,436.48	3,676.66	12,563.52	49.75
Dept 270-LEGAL/PROFESSIONAL								
287-270-722	CONTROLLER	1,634.00	2,796.00	2,796.00	0.00	0.00	2,796.00	0.00
287-270-802	AUDIT FEES	900.00	900.00	900.00	0.00	0.00	900.00	0.00
Total Dept 270-LEGAL/PROFESSIONAL		2,534.00	3,696.00	3,696.00	0.00	0.00	3,696.00	0.00
Dept 301-OPERATING COSTS								
287-301-725	INSPECTOR EXPENSES	5,140.25	7,500.00	7,500.00	1,170.00	0.00	6,330.00	15.60
287-301-727	SUPPLIES	392.00	500.00	500.00	0.00	0.00	500.00	0.00
287-301-850	COMMUNICATION	314.72	300.00	300.00	63.13	31.62	236.87	21.04
287-301-910	INSURANCE & BONDS	0.00	600.00	600.00	0.00	0.00	600.00	0.00
287-301-927	ALLOCATE TO DEPARTMENTS	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 301-OPERATING COSTS		5,846.97	9,900.00	9,900.00	1,233.13	31.62	8,666.87	12.46
TOTAL Expenditures		49,162.42	57,144.00	57,144.00	13,669.61	3,708.28	43,474.39	23.92
Fund 287 - BUILDING DEPARTMENT FUND:								
TOTAL REVENUES		72,807.00	58,740.00	58,740.00	12,027.32	3,156.32	46,712.68	20.48
TOTAL EXPENDITURES		49,162.42	57,144.00	57,144.00	13,669.61	3,708.28	43,474.39	23.92
NET OF REVENUES & EXPENDITURES		23,644.58	1,596.00	1,596.00	(1,642.29)	(551.96)	3,238.29	102.90
BEG. FUND BALANCE		65,414.00	65,414.00	65,414.00	65,414.00			
END FUND BALANCE		89,058.58	67,010.00	67,010.00	87,416.29			

09/03/2015 10:46 AM

User: RICK

DB: Northfield

PERIOD ENDING 08/31/2015

% Fiscal Year Completed: 16.94

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Fund 369 - BLDG AUTH DEBT FUND								
Revenues								
Dept 000								
369-000-685	FUNDS XFER FOR 3.5 BOND PMT	255,662.49	263,466.00	263,466.00	0.00	0.00	263,466.00	0.00
Total Dept 000		255,662.49	263,466.00	263,466.00	0.00	0.00	263,466.00	0.00
TOTAL Revenues		255,662.49	263,466.00	263,466.00	0.00	0.00	263,466.00	0.00
Expenditures								
Dept 905-DEBT SERVICE								
369-905-942	3 M BOND BLDG AUTH	206,853.50	219,518.00	219,518.00	0.00	0.00	219,518.00	0.00
369-905-987	INTEREST 3 M BOND	48,808.99	43,948.00	43,948.00	0.00	0.00	43,948.00	0.00
Total Dept 905-DEBT SERVICE		255,662.49	263,466.00	263,466.00	0.00	0.00	263,466.00	0.00
TOTAL Expenditures		255,662.49	263,466.00	263,466.00	0.00	0.00	263,466.00	0.00
Fund 369 - BLDG AUTH DEBT FUND:								
TOTAL REVENUES		255,662.49	263,466.00	263,466.00	0.00	0.00	263,466.00	0.00
TOTAL EXPENDITURES		255,662.49	263,466.00	263,466.00	0.00	0.00	263,466.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
BEG. FUND BALANCE								
END FUND BALANCE								

User: RICK
DB: Northfield

PERIOD ENDING 08/31/2015
% Fiscal Year Completed: 16.94

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 370 - PUBLIC SAFETY BLDG DEBT FD								
Revenues								
Dept 000								
370-000-402	CURRENT PROPERTY TAX	280,807.75	275,655.00	275,655.00	0.00	0.00	275,655.00	0.00
370-000-445	PENALTY & INTEREST ON TAXES	440.29	0.00	0.00	0.00	0.00	0.00	0.00
370-000-588	CONTRIBUTION OTHER FUND(S)	128,804.00	146,925.00	146,925.00	0.00	0.00	146,925.00	0.00
Total Dept 000		410,052.04	422,580.00	422,580.00	0.00	0.00	422,580.00	0.00
TOTAL Revenues		410,052.04	422,580.00	422,580.00	0.00	0.00	422,580.00	0.00
Expenditures								
Dept 301-OPERATING COSTS								
370-301-727	SUPPLIES	1,016.32	1,200.00	1,200.00	812.45	742.38	387.55	67.70
370-301-816	GROUPS/CLEANING/JANITORIAL SERVI	11,150.00	11,500.00	11,500.00	450.00	200.00	11,050.00	3.91
370-301-818	CONTRACTUAL SERVICES	7,362.85	11,725.00	11,725.00	0.00	0.00	11,725.00	0.00
370-301-850	COMMUNICATION	2,759.21	3,300.00	3,300.00	480.01	242.53	2,819.99	14.55
370-301-910	INSURANCE & BONDS	6,038.00	7,200.00	7,200.00	0.00	0.00	7,200.00	0.00
370-301-920	UTILITIES	66,788.83	80,000.00	80,000.00	10,679.75	4,467.41	69,320.25	13.35
370-301-930	REPAIRS & MAINTENANCE	61,954.97	30,000.00	30,000.00	11,455.89	160.61	18,544.11	38.19
370-301-938	CHARGEBACKS - PRIOR TAX YEARS	2,568.81	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 301-OPERATING COSTS		159,638.99	146,925.00	146,925.00	23,878.10	5,812.93	123,046.90	16.25
Dept 905-DEBT SERVICE								
370-905-945	3.8 M PSB BOND	235,000.00	235,000.00	235,000.00	0.00	0.00	235,000.00	0.00
370-905-994	INTEREST 3.8 BOND PSB	46,177.50	40,655.00	40,655.00	0.00	0.00	40,655.00	0.00
Total Dept 905-DEBT SERVICE		281,177.50	275,655.00	275,655.00	0.00	0.00	275,655.00	0.00
TOTAL Expenditures		440,816.49	422,580.00	422,580.00	23,878.10	5,812.93	398,701.90	5.65
Fund 370 - PUBLIC SAFETY BLDG DEBT FD:								
TOTAL REVENUES		410,052.04	422,580.00	422,580.00	0.00	0.00	422,580.00	0.00
TOTAL EXPENDITURES		440,816.49	422,580.00	422,580.00	23,878.10	5,812.93	398,701.90	5.65
NET OF REVENUES & EXPENDITURES		(30,764.45)	0.00	0.00	(23,878.10)	(5,812.93)	23,878.10	100.00
BEG. FUND BALANCE		54,214.50	54,214.50	54,214.50	54,214.50			
END FUND BALANCE		23,450.05	54,214.50	54,214.50	(428.05)			

User: RICK

DB: Northfield

PERIOD ENDING 08/31/2015

% Fiscal Year Completed: 16.94

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 571 - WASTEWATER TREATMENT FUND								
Revenues								
Dept 000								
571-000-445	PENALTY & INTEREST ON TAXES	9.53	0.00	0.00	0.00	0.00	0.00	0.00
571-000-500	TAP-IN FEES	7,100.00	0.00	0.00	4,260.00	4,260.00	(4,260.00)	100.00
571-000-651	USAGE FEES	1,347,407.62	1,452,500.00	1,452,500.00	110,805.17	111,006.77	1,341,694.83	7.63
571-000-665	INTEREST INCOME	2,474.16	1,000.00	1,000.00	4.47	0.00	995.53	0.45
571-000-671	REIMBURSEMENT/OTHER INCOME	5,023.85	4,000.00	4,000.00	314.88	163.37	3,685.12	7.87
571-000-672	SAD INTEREST	72.88	64.00	64.00	0.00	0.00	64.00	0.00
571-000-690	UNREALIZED GAIN/LOSS	(2,022.06)	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		1,360,065.98	1,457,564.00	1,457,564.00	115,384.52	115,430.14	1,342,179.48	7.92
Dept 336-CONTRIBUTIONS								
571-336-588	CONTRIBUTION OTHER FUND(S)	15,000.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 336-CONTRIBUTIONS		15,000.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		1,375,065.98	1,457,564.00	1,457,564.00	115,384.52	115,430.14	1,342,179.48	7.92
Expenditures								
Dept 226-PERSONNEL								
571-226-701	SALARIES	65,309.51	65,500.00	65,500.00	7,557.69	2,519.23	57,942.31	11.54
571-226-702	SALARIES	184,857.79	195,221.00	195,221.00	21,580.90	7,398.96	173,640.10	11.05
571-226-711	SALARIES-OVERTIME	11,683.74	18,000.00	18,000.00	0.00	0.00	18,000.00	0.00
571-226-715	SOCIAL SECURITY	20,031.59	21,325.00	21,325.00	2,226.05	755.69	19,098.95	10.44
571-226-716	HOSPITALIZATION	99,421.20	100,600.00	100,600.00	18,154.34	6,184.78	82,445.66	18.05
571-226-717	LIFE/DISB. INSURANCE	3,021.24	3,175.00	3,175.00	618.51	114.97	2,556.49	19.48
571-226-718	PENSION	23,815.08	24,977.00	24,977.00	2,829.78	991.82	22,147.22	11.33
571-226-731	WORKERS COMP INSURANCE	4,312.00	4,518.00	4,518.00	4,511.00	0.00	7.00	99.85
571-226-957	TRAINING & DEVELOPMENT	2,070.00	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
Total Dept 226-PERSONNEL		414,522.15	436,816.00	436,816.00	57,478.27	17,965.45	379,337.73	13.16
Dept 270-LEGAL/PROFESSIONAL								
571-270-722	CONTROLLER	13,620.00	19,579.00	19,579.00	0.00	0.00	19,579.00	0.00
571-270-802	AUDIT FEES	6,480.00	6,300.00	6,300.00	0.00	0.00	6,300.00	0.00
571-270-803	LEGAL	0.00	500.00	500.00	0.00	0.00	500.00	0.00
571-270-806	ENGINEER	26,106.09	40,000.00	40,000.00	4,020.48	999.31	35,979.52	10.05
Total Dept 270-LEGAL/PROFESSIONAL		46,206.09	66,379.00	66,379.00	4,020.48	999.31	62,358.52	6.06
Dept 301-OPERATING COSTS								
571-301-727	SUPPLIES	1,424.12	2,000.00	2,000.00	75.27	46.79	1,924.73	3.76
571-301-740	OPERATING SUPPLIES	35,824.52	55,000.00	55,000.00	7,496.30	60.72	47,503.70	13.63
571-301-741	UNIFORMS/GEAR & ALLOWANCE	792.78	2,500.00	2,500.00	2,106.05	128.24	393.95	84.24
571-301-807	MEMBERSHIP DUES	590.00	1,000.00	1,000.00	620.00	0.00	380.00	62.00
571-301-817	IAB & TESTING	8,063.00	7,000.00	7,000.00	1,420.00	15.00	5,580.00	20.29
571-301-819	COLLECTION SYS ANNUAL MAINT	45,269.27	55,000.00	55,000.00	49.81	0.00	54,950.19	0.09
571-301-825	SEWER ADMINISTRATION FEES	35,000.00	37,500.00	37,500.00	0.00	0.00	37,500.00	0.00
571-301-850	COMMUNICATION	3,706.89	7,000.00	7,000.00	1,049.26	538.99	5,950.74	14.99
571-301-851	POSTAGE	3,500.52	3,000.00	3,000.00	8.55	0.00	2,991.45	0.29
571-301-900	PRINTING & PUBLICATIONS	0.00	200.00	200.00	0.00	0.00	200.00	0.00
571-301-910	INSURANCE & BONDS	17,016.00	20,300.00	20,300.00	0.00	0.00	20,300.00	0.00

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DB: Northfield

 PERIOD ENDING 08/31/2015
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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 571 - WASTEWATER TREATMENT FUND								
Expenditures								
571-301-920	UTILITIES	96,550.34	115,000.00	115,000.00	16,609.46	7,529.63	98,390.54	14.44
571-301-930	REPAIRS & MAINTENANCE	57,530.40	110,000.00	110,000.00	40,939.55	5,713.02	69,060.45	37.22
571-301-940	RENTAL EQUIPMENT	832.00	1,000.00	1,000.00	138.00	69.00	862.00	13.80
571-301-950	LAND LEASING	257.75	0.00	0.00	0.00	0.00	0.00	0.00
571-301-968	DEPRECIATION EXPENSE	238,490.00	260,327.00	260,327.00	0.00	0.00	260,327.00	0.00
Total Dept 301-OPERATING COSTS		544,847.59	676,827.00	676,827.00	70,512.25	14,101.39	606,314.75	10.42
Dept 333-TRANSPORTATION								
571-333-860	FUEL & MILEAGE	6,477.81	7,000.00	7,000.00	2,004.90	180.85	4,995.10	28.64
571-333-930	REPAIRS & MAINTENANCE	35.96	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 333-TRANSPORTATION		6,513.77	9,000.00	9,000.00	2,004.90	180.85	6,995.10	22.28
Dept 528-O & M - BOND & INTEREST								
571-528-954	AGENT FEES	648.13	700.00	700.00	0.00	0.00	700.00	0.00
571-528-989	INTEREST 1992 BOND	15,338.76	13,940.00	13,940.00	0.00	0.00	13,940.00	0.00
571-528-995	DEBT SERVICE - INTEREST	38,628.25	24,759.00	24,759.00	0.00	0.00	24,759.00	0.00
Total Dept 528-O & M - BOND & INTEREST		54,615.14	39,399.00	39,399.00	0.00	0.00	39,399.00	0.00
Dept 900-CAPITAL OUTLAY								
571-900-970	EQUIPMENT	44,917.00	160,000.00	160,000.00	146,778.00	144,458.00	13,222.00	91.74
571-900-972	COMPUTER	15,944.94	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 900-CAPITAL OUTLAY		60,861.94	180,000.00	180,000.00	146,778.00	144,458.00	33,222.00	81.54
TOTAL Expenditures		1,127,566.68	1,408,421.00	1,408,421.00	280,793.90	177,705.00	1,127,627.10	19.94
Fund 571 - WASTEWATER TREATMENT FUND:								
TOTAL REVENUES		1,375,065.98	1,457,564.00	1,457,564.00	115,384.52	115,430.14	1,342,179.48	7.92
TOTAL EXPENDITURES		1,127,566.68	1,408,421.00	1,408,421.00	280,793.90	177,705.00	1,127,627.10	19.94
NET OF REVENUES & EXPENDITURES		247,499.30	49,143.00	49,143.00	(165,409.38)	(62,274.86)	214,552.38	336.59
BEG. FUND BALANCE		6,001,762.81	6,001,762.81	6,001,762.81	6,001,762.81			
END FUND BALANCE		6,249,262.11	6,050,905.81	6,050,905.81	6,083,852.73			

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DB: Northfield

PERIOD ENDING 08/31/2015
% Fiscal Year Completed: 16.94

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDC USED
Fund 815 - DIST # 5 SEVEN MILE SEWER								
Revenues								
Dept 000	INTEREST INCOME	312.54	150.00	150.00	0.56	0.00	149.44	0.37
815-000-665								
815-000-672	SAD INTEREST	10,219.95	9,085.00	9,085.00	0.00	0.00	9,085.00	0.00
815-000-690	UNREALIZED GAIN/LOSS	(256.95)	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		10,275.54	9,235.00	9,235.00	0.56	0.00	9,234.44	0.01
TOTAL Revenues		10,275.54	9,235.00	9,235.00	0.56	0.00	9,234.44	0.01
Expenditures								
Dept 301-OPERATING COSTS								
815-301-968	DEPRECIATION EXPENSE	17,519.00	17,519.00	17,519.00	0.00	0.00	17,519.00	0.00
Total Dept 301-OPERATING COSTS		17,519.00	17,519.00	17,519.00	0.00	0.00	17,519.00	0.00
Dept 905-DEBT SERVICE								
815-905-995	DEBT SERVICE - INTEREST	9,001.02	8,105.00	8,105.00	0.00	0.00	8,105.00	0.00
Total Dept 905-DEBT SERVICE		9,001.02	8,105.00	8,105.00	0.00	0.00	8,105.00	0.00
TOTAL Expenditures		26,520.02	25,624.00	25,624.00	0.00	0.00	25,624.00	0.00
Fund 815 - DIST # 5 SEVEN MILE SEWER:								
TOTAL REVENUES		10,275.54	9,235.00	9,235.00	0.56	0.00	9,234.44	0.01
TOTAL EXPENDITURES		26,520.02	25,624.00	25,624.00	0.00	0.00	25,624.00	0.00
NET OF REVENUES & EXPENDITURES		(16,244.48)	(16,389.00)	(16,389.00)	0.56	0.00	(16,389.56)	0.00
BEG. FUND BALANCE		613,438.01	613,438.01	613,438.01	613,438.01			
END FUND BALANCE		597,193.53	597,049.01	597,049.01	597,194.09			

PERIOD ENDING 08/31/2015

% Fiscal Year Completed: 16.94

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2015	2015-16 ORIGINAL BUDGET	2015-16 AMENDED BUDGET	YTD BALANCE 08/31/2015	ACTIVITY FOR MONTH 08/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 890 - N.T. SEWER DISTRICT								
Revenues								
Dept 000								
890-000-665	INTEREST INCOME	1,541.56	750.00	750.00	2.79	0.00	747.21	0.37
890-000-672	SAD INTEREST	49,261.45	38,992.00	38,992.00	927.45	0.00	38,064.55	2.38
890-000-690	UNREALIZED GAIN/LOSS	(1,262.39)	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		49,540.62	39,742.00	39,742.00	930.24	0.00	38,811.76	2.34
TOTAL Revenues		49,540.62	39,742.00	39,742.00	930.24	0.00	38,811.76	2.34
Expenditures								
Dept 301-OPERATING COSTS								
890-301-968	DEPRECIATION EXPENSE	74,187.00	74,187.00	74,187.00	0.00	0.00	74,187.00	0.00
Total Dept 301-OPERATING COSTS		74,187.00	74,187.00	74,187.00	0.00	0.00	74,187.00	0.00
Dept 905-DEBT SERVICE								
890-905-954	AGENT FEES	414.37	450.00	450.00	0.00	0.00	450.00	0.00
890-905-998	INTEREST NT BOND	24,696.75	15,830.00	15,830.00	0.00	0.00	15,830.00	0.00
Total Dept 905-DEBT SERVICE		25,111.12	16,280.00	16,280.00	0.00	0.00	16,280.00	0.00
TOTAL Expenditures		99,298.12	90,467.00	90,467.00	0.00	0.00	90,467.00	0.00
Fund 890 - N.T. SEWER DISTRICT:								
TOTAL REVENUES		49,540.62	39,742.00	39,742.00	930.24	0.00	38,811.76	2.34
TOTAL EXPENDITURES		99,298.12	90,467.00	90,467.00	0.00	0.00	90,467.00	0.00
NET OF REVENUES & EXPENDITURES		(49,757.50)	(50,725.00)	(50,725.00)	930.24	0.00	(51,655.24)	1.83
BEG. FUND BALANCE		3,027,473.62	3,027,473.62	3,027,473.62	3,027,473.62			
END FUND BALANCE		2,977,716.12	2,976,748.62	2,976,748.62	2,978,646.36			
TOTAL REVENUES - ALL FUNDS								
TOTAL EXPENDITURES - ALL FUNDS		5,765,056.89	6,068,004.00	6,068,004.00	166,205.62	146,838.02	5,901,798.38	2.74
NET OF REVENUES & EXPENDITURES		5,692,075.05	6,230,333.00	6,238,749.00	760,276.67	374,077.74	5,478,472.33	12.19
BEG. FUND BALANCE - ALL FUNDS		12,981.84	(162,329.00)	(170,745.00)	(594,071.05)	(227,239.72)	423,326.05	347.93
END FUND BALANCE - ALL FUNDS		12,852,009.87	12,852,009.87	12,852,009.87	12,852,009.87			
		12,924,991.71	12,689,680.87	12,681,264.87	12,330,920.66			

Managers Report, August 2015

There is not much new to report, as my last manager's report was just two weeks ago. I hope you all have a wonderful and safe holiday weekend.

Parks and Recreation

We are still working on the Parks and Recreation plan and hope to have a draft out in the next week or two. At this point, we are just tightening up some language and waiting on some proof reading expertise by Jenifer DeLisle. The plan will be distributed shortly. The Parks and Recreation commission has already begun to look forward and discuss next projects. One item close to my heart that is on the agenda is completion of the Community Garden.

Whitmore Lake SAD

As part of the bidding process for the Whitmore Lake SAD, we opted to pre-qualify contractors. As I have been informed, 6 contractors' submitted qualifications and 5 were qualified to bid. Closed bid openings will take place at a public meeting on September 16th at 2:00pm. As a courtesy, I will inform all property owners in the district of the Bid Opening Meeting.

FEMA Community Rating System

FEMA has confirmed receipt of our letter requesting to join the Community Rating System. For the first time in history, FEMA is offering a week long class in navigating through the Community Rating System. As follows is a synopsis of the course; "This course covers the Community Rating System (CRS), a nationwide initiative of FEMA's National Flood Insurance Program (NFIP). The course describes activities eligible for credit under the 2013 CRS Coordinator's Manual, how a community applies to the program, how a community maintains their classification and how a community modifies an application to improve its classification." I have been informed that the earliest we would be able to officially complete the process is by October 1st of 2016. While long and involved, I believe strongly this is good for Northfield Township and its residents. Schedule permitting, I would like to attend this class.

Planning Consultant

Our Planning Consultant is on board and should be in attendance for their first official Planning Commission meeting on September 16th. Welcome Aboard Becket and Raeder.

Downtown Planning Efforts

I met briefly with Barb Griffith. We will be working on a proposal to the board for the creation of the Downtown Planning Efforts with a eye toward bringing in as many new people and interested parties as possible why still creating an organized structure to complete the planning process. Stay tuned.

Email Addresses

We are signed up for Google mail services. This last week has been very busy in the office, and I have not been able to get much time to set up the system. I will be working on that some this weekend and hope to have it running by early next week. I will be sending out instructions and available to help with any synchronization for your individual technology needs.

Office Technology

Recently, we ordered a new router and wireless access point for our internal network. This was long overdue. Hopefully, this will help in speeding up the internet connection in the office and our wireless network upstairs. Once the router and wireless access points are resolved, we will be ordering some new computers as the budget permits. If there is any need for overages, I will request that from the board. We will be ordering direct from dell for any new hardware. Moving forward, this is the most efficient and cheapest method for new hardware, in my opinion.

Board Room Construction

I am almost complete with all the quotes needed for the upstairs construction. I did not want to put it on the agenda until it is complete, that way we can debate the merits of the project in its totality. Stay tuned.

Respectfully Submitted,
Howard Fink, Township Manager

Memo

To: Northfield Township Board
From: Howard Fink
Date: 9/3/2015
Re: Cell Phone Stipend

Dear Township Board,

Tim Hardesty has presented a request regarding cell phone stipends for his staff. Instead of requiring a separate work cell phone, the employees are requesting that we provide a stipend that they are able to apply to their personal account. We used to do this in my former community for a number of employees. I am in full support of allowing this for administrative employees. I recommend a \$35 per month stipend for any employee that is required to carry a cell phone and wishes to elect for this option.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Howard Fink", written in dark ink.

Howard Fink, Township Manager

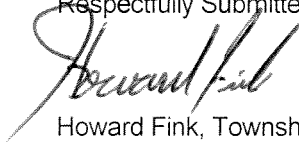
MEMO

To: Northfield Township Board
From: Howard Fink
Date: 9/3/2015
Re: Civic Event Permit – Artisan Market

Dear Township Board,

We received a civic event application for The Chambers' Artisan Market sponsored by the Northfield Area Chamber of Commerce. They will be "piggy-backing" onto the Northfield Area Library's Fall Fun Fest. It has been reviewed by myself and Chief Wagner. They received permission from M&R Services to use his lot for parking. They are waiting on the liability insurance listing him as an additional insured. A copy will be forwarded to us as soon as they receive it. We recommend approval for this event pending submission of liability insurance form.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Howard Fink", written in black ink.

Howard Fink, Township Manager



Civic Event Application Northfield Township

8350 Main Street
Whitmore Lake, Michigan 48189
(734) 449-2880

OFFICE USE ONLY

Date Received

By

FEE - \$100.00

4-14-15
Date Received

By

**** APPLICATIONS MUST BE FILLED OUT COMPLETELY BEFORE THEY WILL BE CONSIDERED FOR REVIEW ****

8-26-15 ^{Commerce} Northfield Area Chamber of DAVID Gibbons
Application Date Name of Organization Name of Applicant

9541 MAIN ST. WHITMORE LAKE MI 48189
Street Address City State Zip

810 919 8009 734 550 9494 734 550 9499
Cell Phone Home Phone Work Phone Fax

message by sandy 2011@yahoo.com
Email Address (optional)

the Chambers Artisans Market (Library Fun Fest)
Event Title

Northfield Township Area Library
Event Location

EVENT DAYS / TIMES (Please stipulate the following information for each date of event)

DATE	Day of Week	Beginning Time	Ending Time
Oct 3, 2015	Saturday	11:00 am.	3:00 pm
			4 pm

Oct 3-15 same day 10:30 am
Set up Time/Day Tear down Time / Day* Rain Date (if applicable)

* Tear down time will be strictly enforced. It is the applicant's responsibility to ensure the teardown of all materials with their on-site vendors, sponsors, etc. is complete by the teardown time given above.

ORGANIZATION / APPLICANT INFORMATION

Applications for Civic Events in Northfield Township shall NOT be approved for applicants in default to the Township. Therefore, each Application for Civic Events shall be routed to the Township Treasurer for a determination of any defaults to the Township. In the event a default to the Township exists, the Application shall be disapproved by the Treasury Department, with the nature of the default described as the reason of the disapproval.

TAX IDENTIFICATION NUMBER: _____

BRIEF DESCRIPTION OF ORGANIZATION'S PURPOSE AND/OR FUNCTION:

To Expose + Promote Whitmore Lake Business's
Also To Bring the Community Together

IS THE ORGANIZATION NON-PROFIT?

YES

NO

If yes, attach a copy of the organizations Sales Tax Exempt Certificate.

DOES YOUR GROUP PRESENTLY HAVE LIABILITY INSURANCE?

YES

NO

GENERAL LIABILITY INSURANCE IS REQUIRED NAMING NORTHFIELD TOWNSHIP AS ADDITIONAL INSURED. IF FOOD IS BEING SERVED, PRODUCT LIABILITY MUST BE INCLUDED. LIMITS OF LIABILITY SHOULD BE NO LESS THAN \$1,000,000 COMBINED SINGLE LIMIT FOR BODILY INJURY AND PROPERTY DAMAGE.

PLEASE GIVE A DESCRIPTION OF THE PROPOSED CIVIC EVENT. (Attach additional pages if necessary)

N/A

ANNUAL EVENT: Is this event expected to occur next year?

YES

NO

If Yes, you can reserve a date for next year with this application). To reserve dates for next year, please provide the following information:

Normal Event Schedule (e.g., third weekend in July): First weekend in Oct.

Or Next year's specific date(s): _____

PROCEEDS OF THIS EVENT WILL BE USED FOR:

To continue to promote Local Business's

IF THE PROPOSED CIVIC EVENT IS A PARADE OR RUN/WALK EVENT, PLEASE LIST THE POINT OF ORIGIN, PATH, TERMINATION POINT, NUMBER OF ENTRIES AND TRAFFIC CONTROL PLAN AS NECESSARY. (Use attached map to clarify the route)(FEE IS WAIVED FOR 4TH OF JULY PARADE AND HOMECOMING PARADE)

ARE YOU PLANNING TO CHARGE AN ADMISSION FEE?

YES

NO

IF YES, WHAT KIND AND HOW MUCH?

DO YOU PLAN ON UTILIZING VENDORS AND/OR EXHIBITORS FOR SALES OF ANY KIND?
YES NO

IF YES, COMPLETELY FILL OUT THE ATTACHED VENDOR CONTACT INFORMATION SHEET(S).

WHAT IS THE FEE CHARGED FOR EACH VENDOR?

\$25

DO YOU PLAN TO CONTRIBUTE REVENUES RECEIVED FROM THIS EVENT TO LOCAL ORGANIZATIONS AND/OR COMMUNITY GROUPS? YES NO

IF YES, TO WHOM AND HOW MUCH?

split 50/50 Between Northfield Area &

Whitmore Lake Chamber of Commerce.

WHAT IS THE EXPECTED ATTENDANCE FOR THIS EVENT?

?

DO YOU PLAN ON SUPPLYING ADDITIONAL RESTROOM FACILITIES?

☒ YES

☐ NO

NUMBER OF VOLUNTEERS / STAFF?

3-4

HOW WILL THIS EVENT BENEFIT THE RESIDENTS AND/OR IMPROVE THE QUALITY OF LIFE IN NORTHFIELD TOWNSHIP?

By Bringing people from other community's to our community, to show off what we have to offer.

ELECTRICAL SERVICES REQUIRED (Please Be as Accurate as Possible)

No

OTHER UTILITIES REQUIRED (Please Be as Accurate as Possible)

No

TOWNSHIP FACILITIES REQUESTED (Please Be as Accurate as Possible)

Parking at 75 Barker

DO YOU PLAN TO UTILIZE OFF-SITE PARKING FACILITIES

☒ YES

☐ NO M+R service?

IF SO, WHAT LOCATION IS PLANNED?

Spectrum Service + 75 Barker

WHAT IS YOUR PLAN FOR TRANSPORTATION FROM THE PARKING AREA TO THE EVENT LOCATION?

walking

SIGNAGE REQUESTED (Detail sign locations on the attached map and provide sign renderings)

Number of Signs

NA

Types of Signs

Locations of Signs

Date Signs Posted

Date Signs Removed

N/A

NO

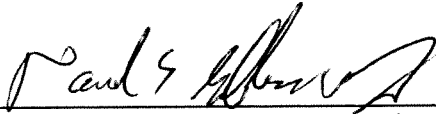
NO

5

Owner(s) Affidavit*

I, NORTHFIELD AREA Chamber of Commerce, have authorized DAVID GIBBONS as My
(company or organization owner) (Civic Event Applicant)

Representative for the purpose of obtaining a Civic Event permit(s) from Northfield Township
for my organization located at 8350 MAIN ST.
(company or organization address)


Owners Signature

8-26-15
Date

INDEMNIFICATION AGREEMENT

The NACofC agree(s) to defend, indemnify, and hold harmless the Township of
(business/organization)

Northfield, Michigan, and its agents, officials and employees from any claim, demand, suit, loss, cost of expense, or any damage that may be asserted, claimed or recovered against or from the
NACofC (business/organization) and/or the Township of Northfield, by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of Northfield Township or by third parties, or by the agents, servants, employees or factors of any of them.

Signature Paul S. Murray Date 8-26-15

Witness Sandra K. Curry Date 8-26-15

ALCOHOL

PLEASE GIVE A BRIEF DESCRIPTION OF THE TYPE OF ALCOHOL TO BE SOLD / SERVED

WHO WILL BE THE ALOCHOL LICENSE HOLDER?

ON THE ATTACHED MAP, DETAIL THE LOCATIONS WHERE ALOCHOL WILL BE SOLD / SERVED.

DESCRIBE IN DETAIL YOUR ALCOHOL MANAGEMENT PLAN

**** IF ALCOHOL SALES OR SERVICE IS APPROVED BY THE TOWNSHIP BOARD AS PART OF THIS EVENT, THE APPLICANT MUST ALSO RECEIVE APPROVAL FROM THE LIQUOR CONTROL COMMISSION**

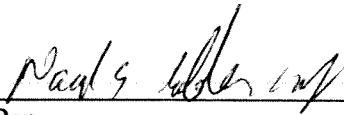
**** IF ALCOHOL SALES OR SERVICE IS APPROVED, EVENT INSURANCE MUST INCLUDE AN ADDITIONAL INDEMNIFICATION FOR ALOCHOL**


ADDITIONAL CIVIC EVENT REQUIREMENTS

- Inspection by Northfield Township Fire and Police Departments is required prior to start of event.
- Any temporary electrical supply provided during a civic event shall be subject to Northfield Township inspection and approval
- A site map shall be provided for all civic events, as required by Northfield Township Public Safety Officials
- No pets are permitted downtown during civic events, unless approved as part of the event.
- No open flame cookers or heaters are permitted without prior approval from the Northfield Township Fire Department.
- Any additional restroom facilities deemed necessary by Northfield Township for this event are to be supplied by the event organizer
- Event organizer staff / volunteers / vendors are responsible for trash control and cleanup.
- Depending upon the type of event, organizer may be required to provide security.
- If radio communications are utilized during civic event, event organizer shall ensure Northfield public safety officials have access to radio or frequencies.
- Event organizer is responsible for arranging for EMS (Ambulance) at the event.
- If privately-owned property is to be utilized by the event organizer as part of any civic event for parking, staging, or similar uses, the event organizer shall be responsible for ensuring there exists all necessary land usage agreements with the private property owner(s), which shall be reviewed and approved by Northfield Township, to ensure adequate ingress, egress, police and fire protection, insurance, etc.

Accepted and agreed to:

EVENT ORGANIZER



By: 
Its:

Dated: 8-26, 2015

**NORTHFIELD TOWNSHIP
APPROVALS/RECOMMENDATIONS/COMMENTS**

CHAMBERS ARTISANS MARKET (Library Fun Fest)
Event Title

Police Dept: Willie W. J. Date: 9-2-15

Comments: _____

Fire Dept: Willie W. J. Date: 9-2-15

Comments: _____

Other, if necessary: _____ Date: _____

Comments: _____

Clerk: _____ Date: _____

Comments: _____

BOARD OF TRUSTEES ACTION: _____ Date: _____

VENDOR CONTACT INFORMATION

Company Name	Representative	Phone #	Items Being Sold / Exhibited	On Site Contact Name	On Site Contact Phone #

VENDOR CONTACT INFORMATION

Company Name	Representative	Phone #	Items Being Sold / Exhibited	On Site Contact Name	On Site Contact Phone #

HELP SHEET AND TIPS TO EXPEDITE THE CIVIC EVENTS PROCESS

To help you be prepared for approvals of your event please follow these steps to ensure a smooth process:

Your main points of contact after you pick up the application from the Township Office are our Public Safety officials. Our Public Safety Director William Wagner, will assist you with items necessary for safety compliance as it relates to Fire Department items. Lieutenant Tim Greene will assist you with items necessary for safety compliance as it relates to Police Department operational matters.

For any street closures, parking easements for ingress and egress, traffic or crowd control items our Public Safety officials will provide you with the guidance necessary to ensure a safe event. Road closures need Washtenaw County Road Commission approval and contacting them is the responsibility of the event promoter.

Please follow the guidelines in the event policy, include maps, drawings and as much detail as you can to help facilitate the process. The more complete the application the smoother and faster the process goes. Completed applications should be turned into our Clerk, Michele Manning. Contact names and numbers are below for your convenience and reference. Thank you for bringing an event to our community and we are here to help you provide a safe event.

William Wagner
Public Safety Director/Fire Chief
Northfield Township

734-449-2385 wagnerw@twp.northfield.mi.us

Timothy Green
Lieutenant, Northfield Township Police Department

734-449-9911 greenet@twp.northfield.mi.us

Howard Fink
Northfield Township Manager

734-449-2880 ext. 12 finkh@twp.northfield.mi.us

Washtenaw County Road Commission
Matt MacDonald at x688

734-761-1500 ext. 688 macdonnell@wccroads.org

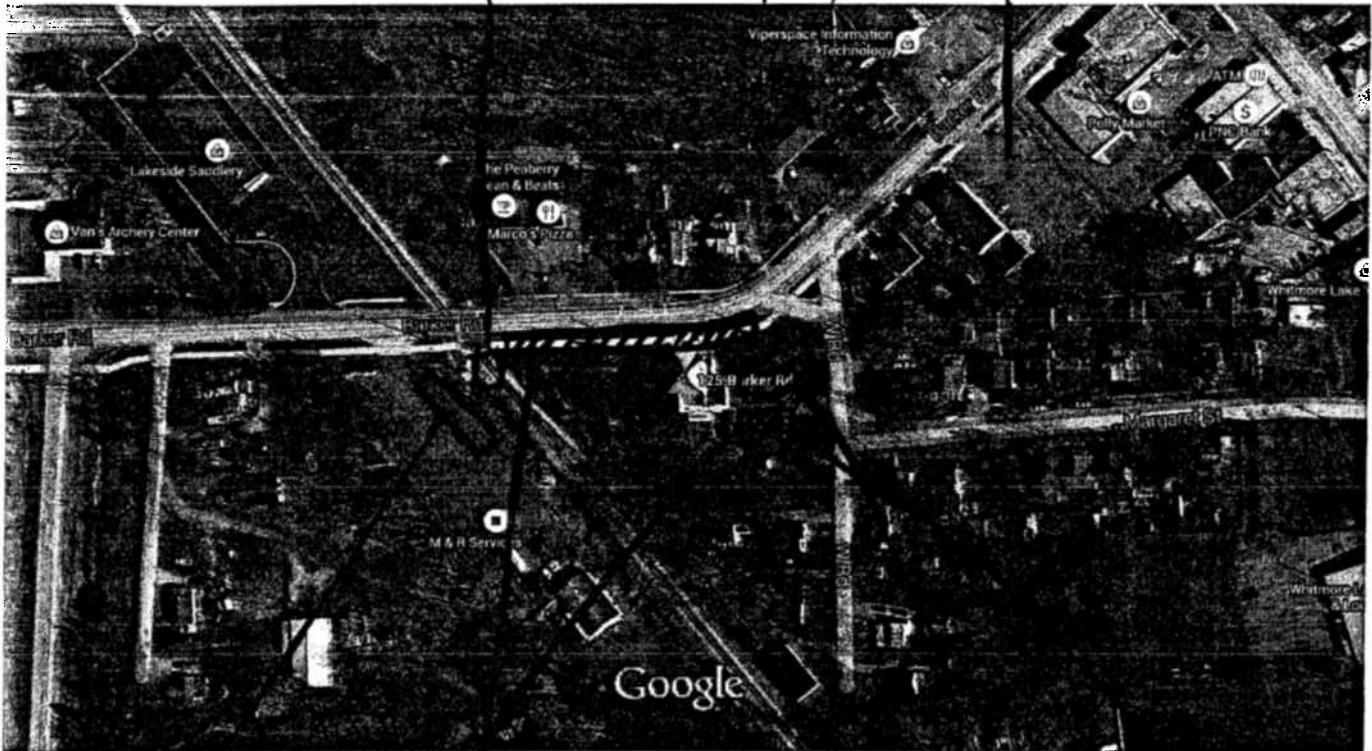
www.wccroads.org/permits/procedures/section7.htm



Google 125 Barker Rd

RAIL CAR DISPLAY

PARKING
AT
75 BARKER



Imagery ©2015 DigitalGlobe, U.S. Geological Survey, USDA Farm Service Agency, Map data ©2015 Google 100 ft

PARKING
By Permission

10x10 Booths for Vendors
(16 Along BARKER extra)
IN Library Parking Lot / LIBRARY EVENTS

KIWANIS TABLE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/31/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hylant Group Inc-Indianapolis 301 Pennsylvania Parkway, #201 Indianapolis IN 46280	CONTACT NAME: Lisa Christenson PHONE (A/C, No, Ext): 317-817-5172 E-MAIL: ADDRESS: kiwaniscert@hylant.com FAX (A/C, No): 317-817-5151
INSURED KIWAN03 Kiwanis International, All Clubs and Their Members 3636 Woodview Trace Indianapolis IN 46268	INSURER(S) AFFORDING COVERAGE INSURER A: Lexington Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
	NAIC # 19437

COVERAGES

CERTIFICATE NUMBER: 440283776

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	Y	013136005	11/1/2014	11/1/2015	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 Liquor Liability \$1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		013136005	11/1/2014	11/1/2015	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Aggregate \$3,000,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Self-Insured Retention		013136005	11/1/2014	11/1/2015	All Claims \$75,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Certificate Holder is named as Additional Insured as respects to General Liability only regarding the following Kiwanis event (setup, take down & rain date(s) during the policy term are included):
October 3rd, 2015 or any future date(s) during the policy term.
Fall Fun Fest
Located @ 125 Banker Road, Whitmore Lake, MI 48189
Kiwanis Club of Whitmore Lake

CERTIFICATE HOLDER

CANCELLATION

Northfield Township Area Library Attn: Zaley Nelson 125 Barker Road Whitmore Lake, MI 48189	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Judy K. Wilson</i>
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/7/15

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER  State Farm	Anthony J Puente - Agent 6241 W Grand River Ave, Suite 200 Brighton, MI 48114	CONTACT NAME: Anthony Puente PHONE (A/C No. Ext): 810-227-1600 FAX (A/C No.): 810-227-1626 E-MAIL ADDRESS: tony@tonypuente.com
	INSURER(S) AFFORDING COVERAGE INSURER A: State Farm Fire and Casualty Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
INSURED	Northfield Township Area Chamber of Commerce PO Box 603 Whitmore Lake, MI 48189	NAIC # 25143

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSTR. LTR.	TYPE OF INSURANCE	ADOL. SUBR. (MBO. WVD)	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		92-BF-C007-3	09/26/2014	09/26/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPROP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in MI) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

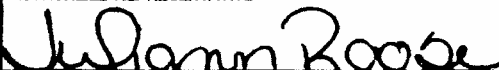
DESCRIPTION OF OPERATIONS / LOCATIONS / VES... Additional Remarks Schedule, may be attached if more space is required.
603 Main St
Whitmore Lake, MI 48189

CERTIFICATE HOLDER**CANCELLATION**

NORTHFIELD TOWNSHIP
8350 MAIN ST
WHITMORE LAKE, MI 48189

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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MEMO

To: Northfield Township Board
From: Howard Fink
Date: 9/3/2015
Re: Civic Event Permit fees

Dear Township Board,

In June, the board decided to pass an ordinance to waive civic event permit feed for 501(c)(3) organizations. At the last board meeting on August 25, it was stated that fees should be waived for all non-profits, or none, and it was agreed to add that to this agenda. Attached is an ordinance for all non-profits. At this time, I recommend this for approval.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Howard Fink", written in dark ink.

Howard Fink, Township Manager

**TOWNSHIP OF NORTHFIELD
WASHTENAW COUNTY, MICHIGAN
ORDINANCE NO. 15-45**

**AN ORDINANCE OF THE BOARD OF TRUSTEES OF NORTHFIELD TOWNSHIP, MICHIGAN,
AMENDING CHAPTER 4 - ASSEMBLIES, OF THE TOWNSHIP ZONING CODE.**

Whereas, this proposal has been reviewed by the Northfield Township Planning Commission and recommends approval to the Northfield Township Board of Trustees;

Now, therefore, be it ordained by the Northfield Township Board of Trustees that Section 4-7 of the Zoning Code, Assembly Permit Fee, be amended as follows:

SECTION 1: CODE OF ORDINANCE CHANGES

1. Section 4-7 Shall be amended to read as follows in its entirety:

At the time of issuance of the assembly permit, the applicant shall pay to the township clerk an assembly permit fee in the sum as currently established or as hereafter adopted by resolution of the township board from time to time for each day of the assembly permitted thereunder to defray the township's expenses in administering the permit. Nevertheless, the township board shall waive the assembly permit fee for an assembly which is conducted or sponsored by a valid, non-profit organization.

SECTION 2: MISCELLANEOUS

If any portion of this Ordinance shall be held to be invalid or unconstitutional by any court of competent jurisdiction, such decision shall not affect the validity of any other portion of this Ordinance.

All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency. Provided, however, that such repeal shall be only to the extent of such inconsistency, and in all other respects the ordinances or parts of ordinances are hereby ratified, re-established and confirmed.

SECTION 3: EFFECTIVE DATE

The provisions of this Zoning Code amendment are hereby ordered to take effect seven (7) days following its publication in a newspaper of general circulation within the Township. This Ordinance is hereby declared to have been adopted by the Township Board of Trustees of the Township of Northfield in a meeting duly called and held on this 8th day of September, 2015.

**TOWNSHIP OF NORTHFIELD,
WASHTENAW COUNTY, MICHIGAN**

Marilyn Engstrom, Supervisor

ATTEST:

Angela Westover, Clerk

I, Angela Westover, Northfield Township Clerk, hereby certify as follows:

- A. The above Ordinance was passed by the Northfield Township Board of Trustees on the 8th day of September, 2015. The names of the members voting thereon and how each member voted was as follows:

Yeas: _____

Nays: _____

Absent: _____

- B. A true copy of the above Ordinance was published in Ann Arbor News, a newspaper circulating within the Township, on the ____ day of September, 2015, and;

- C. The effective date of the above Ordinance is the ____ day of _____, 2015.

NORTHFIELD TOWNSHIP BOARD

By: _____
Angela Westover, Clerk

Memo

To: Northfield Township Board
From: Howard Fink
Date: 9/2/2015
Re: Preliminary Design for Equalization Basin

Dear Township Board,

Tim Hardesty and I asked Brian Rubel to create a proposal for preliminary design of the Equalization Basin. As you see in Tetra Tech's report, we were \$14,000 under budget for our capacity inventory assessment. We are proposing using that money plus what is left over to fund the first step of the Equalization Basin. Another sewer item that is outstanding is the policy consideration of allocating capacity from one sewer district to another, and how that will function. Please note that we do not have any development eminent, and therefore there is no immediate rush, but it would be prudent to have the discussion on how to deal with any future issues.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Howard Fink", written in dark ink.

Howard Fink, Township Manager



TETRA TECH

September 1, 2015

Mr. Howard Fink
Northfield Township Manager
8350 Main Street
Whitmore Lake, MI 48189

Re: WWTP Equalization Tank

Dear Mr. Fink:

It has been Tetra Tech's pleasure to assist Northfield Township with wastewater services since 1963. One long-discussed project is the equalization tank at the wastewater treatment plant.

Earlier in 2015, Tetra Tech completed a Capacity Inventory that determined a preliminary size of this equalization tank (1.7 mg). Tetra Tech has discussed performing some preliminary design services for the equalization tank with Township staff and presents this proposal herein. The Capacity Inventory was completed \$14,000 under budget and this surplus can be used to advance the design services associated with the new tank.

PROJECT UNDERSTANDING

Like most wastewater treatment plants, sewage flow increases with rainwater. During heavy rains, the incoming flow is sufficiently high to create operational challenges including bypassing of some treatment processes. To date, the WWTP has been able to continue to meet the treatment limits in its NPDES permit. However, the day may occur when a rain occurs where this cannot be achieved. Having a storage tank in place at the WWTP increases the probability the WWTP stays in compliance with state and federal regulations.

Furthermore, the capacity evaluation showed that the equalization tank would free up capacity to allow some measured growth to occur either in Green Oak Township or Northfield Township.

The typical steps for implementing a public works process and a description of those steps follows:

Study Phase – At this step, preliminary estimates of size and costs are performed. This was completed during the Capacity Inventory.

Preliminary Design – At this step, major features of the project are confirmed such as materials, locations, and other big picture items. The cost opinion is advanced. A brief report is prepared documenting the decisions reached which supports a permit to construct the facility. Schematic drawings are prepared.

Final Design – At this step, the final details of the project are determined and finely detailed in construction drawings. Written specifications for products are developed. A new cost opinion is prepared and bids are obtained from construction contractors. All permits are obtained to complete the project.

Construction – At this phase the project is constructed and initiated.

Tetra Tech

710 Avis Drive, Ann Arbor, MI 48108

Tel 734.665.6000 Fax 734.665.2570 www.tetrattech.com



SCOPE OF SERVICES

We propose the following scope of services to complete a preliminary design:

1. Rerun the hydraulic model to determine if the basin size can be reduced in size and still meet the policies of the MDEQ and allow for growth. This will use a clause in the Michigan DEQ policy that allows smaller basin sizes to be constructed but requires additional engineering effort to demonstrate.
2. Further evaluate constructing the tank from reinforced concrete or glass-lined steel. This will involve having the WWTP staff discuss a glass-lined steel tank with a supplier. We will also suggest the WWTP staff visit another installation to confirm features they wish to be included in a future Northfield WWTP equalization tank.
3. Evaluate the WWTP for the probable location on the site and the available tank dimensions. This step will identify utility conflicts and other features that will be impacted by the proposed construction.
4. Evaluate pumping improvements needed at the Eight Mile Pump Station to support pumping to the tank.
5. Evaluate methods to remove grit from the waste stream and from the tank including a source of flushing water at the site.
6. Evaluate electronic instrument needs to monitor the tank operation.
7. Work with geotechnical consultants to procure a cost estimate for completing soil borings for the Township to procure separately (the soil information needed varies depending on the type of tank selected).
8. Summarize the above in a preliminary design report including figures illustrating the recommendations. This report will contain an updated cost opinion.
9. Meet with the Township staff up to four times during the completion of this work. One of these meetings may be a presentation to the Board of Trustees.

ASSUMPTIONS

- Soil borings and final design are not included within this authorization. Tetra Tech will work with geotechnical engineering consultants to obtain a price for Northfield Township to retain a firm.
- Title work and other land acquisition services will not be needed.

SCHEDULE

The work outlined in this proposal will take approximately ten (10) weeks to complete.

COMPENSATION

Compensation will be a lump sum. We suggest a budget of \$23,500 be established. This will not be exceeded without your prior written permission. Our standard terms and conditions are attached and considered a part of this proposal.

Tetra Tech has \$14,000 of budget remaining from the Capacity Inventory. Therefore, only \$9,500 of new authorization is needed at this time.



TETRA TECH

Engineering design generally represents 5 to 10% of the cost of most public works projects. This preliminary design step represents less than 0.8% of the \$3 million expected cost of the project. Tetra Tech's familiarity with Northfield Township and the experience designing dozens of storage projects throughout Michigan and Ohio allow us to complete these projects with a lower than typical engineering fee.

EXECUTION

Please sign in the space provided and return one original copy to indicate your acceptance. Tetra Tech appreciates the opportunity to provide this proposal and our long history of service to Northfield Township.

Sincerely,

Brian M. Rubel, P.E.
Vice President

PROPOSAL ACCEPTED BY _____

TITLE _____ **DATE** _____



Tetra Tech of Michigan, PC

Engineering Services Standard Terms & Conditions

Services Consultant will perform services for the Project as set forth in the provisions for Scope of Work/Fee/Schedule in the proposal and in accordance with these Terms & Conditions. Consultant has developed the Project scope of service, schedule, and compensation based on available information and various assumptions. The Client acknowledges that adjustments to the schedule and compensation may be necessary based on the actual circumstances encountered by Consultant in performing their services. Consultant is authorized to proceed with services upon receipt of an executed Agreement.

Compensation In consideration of the services performed by Consultant, the Client shall pay Consultant in the manner set forth above. The parties acknowledge that terms of compensation are based on an orderly and continuous progress of the Project. Compensation shall be equitably adjusted for delays or extensions of time beyond the control of Consultant. Where total project compensation has been separately identified for various tasks, Consultant may adjust the amounts allocated between tasks as the work progresses so long as the total compensation amount for the project is not exceeded.

Fee Definitions The following fee types shall apply to methods of payment:

- **Salary Cost** is defined as the individual's base salary plus customary and statutory benefits. Statutory benefits shall be as prescribed by law and customary benefits shall be as established by Consultant employment policy.
- **Cost Plus** is defined as the individual's base salary plus actual overhead plus professional fee. Overhead shall include customary and statutory benefits, administrative expense, and non-project operating costs.
- **Lump Sum** is defined as a fixed price amount for the scope of services described.
- **Standard Rates** is defined as individual time multiplied by standard billing rates for that individual.
- **Subcontracted Services** are defined as Project-related services provided by other parties to Consultant.
- **Reimbursable Expenses** are defined as actual expenses incurred in connection with the Project.

Payment Terms Consultant shall submit invoices at least once per month for services performed and Client shall pay the full invoice amount within 30 days of the invoice date. Invoices will be considered correct if not questioned in writing within 10 days of the invoice date. Client payment to Consultant is not contingent on arrangement of project financing or receipt of funds from a third party. In the event the Client disputes the invoice or any portion thereof, the undisputed portion shall be paid to Consultant based on terms of this Agreement. Invoices not in dispute and unpaid after 30 days shall accrue interest at the rate of one and one-half percent per month (or the maximum percentage allowed by law, whichever is the lesser). Invoice payment delayed beyond 60 days shall give Consultant the right to stop work until payments are current. Non-payment beyond 70 days shall be just cause for termination by Consultant.

Additional Services The Client and Consultant acknowledge that additional services may be necessary for the Project to address issues that may not be known at Project initiation or that may be required to address circumstances that were not foreseen. In that event, Consultant notify the Client of the need for additional services and the Client shall pay for such additional services in an amount and manner as the parties may subsequently agree.

Site Access The Client shall obtain all necessary approvals for Consultant to access the Project site(s).

Underground Facilities Consultant and/or its authorized subcontractor will conduct research and perform site reconnaissance in an effort to discover the location of existing underground facilities prior to developing boring plans, conducting borings, or undertaking invasive subsurface investigations. Client recognizes that accurate drawings or knowledge of the location of such facilities may not exist, or that research may reveal as-built drawings or other documents that may inaccurately show, or not show, the location of existing underground facilities. In such events, except for the sole negligence, willful misconduct, or practice not conforming to the Standard of Care cited in this Agreement, Client agrees to indemnify and hold Consultant and/or its Subcontractor harmless from any and all property damage, injury, or economic loss arising or allegedly arising from borings or other subsurface penetrations.

Regulated Wastes Client is responsible for the disposal of all regulated wastes generated as a result of services provided under this Agreement. Consultant and Client

mutually agree that Consultant assumes no responsibility for the waste or disposal thereof.

Contractor Selection Consultant may make recommendations concerning award of construction contracts and products. The Client acknowledges that the final selection of construction contractors and products is the Client's sole responsibility.

Ownership of Documents Drawings, specifications, reports, programs, manuals, or other documents, including all documents on electronic media, prepared under this Agreement are instruments of service and are, and shall remain, the property of Consultant. Record documents of service shall be based on the printed copy. Consultant will retain all common law, statutory, and other reserved rights, including the copyright thereto. Consultant will furnish documents electronically; however, the Client releases Consultant from any liability that may result from documents used in this form. Consultant shall not be held liable for reuse of documents or modifications thereof by the Client or its representatives for any purpose other than the original intent of this Agreement, without written authorization of and appropriate compensation to Consultant.

Standard of Care Services provided by Consultant under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Consultant makes no warranty or guaranty, either express or implied. Consultant will not be liable for the cost of any omission that adds value to the Project.

Period of Service Consultant shall perform the services for the Project in a timely manner consistent with sound professional practice. Consultant will strive to perform its services according to the Project schedule set forth in the provisions for Scope of Work/Fee/Schedule above. The services of each task shall be considered complete when deliverables for the task have been presented to the Client. Consultant shall be entitled to an extension of time and compensation adjustment for any delay beyond Consultant control.

Insurance and Liability Consultant shall maintain the following insurance and coverage limits during the period of service. The Client will be named as an additional insured on the Commercial General Liability and Automobile Liability insurance policies.

Worker's Compensation – as required by applicable state statute

Commercial General Liability - \$1,000,000 per occurrence for bodily injury, including death and property damage, and \$2,000,000 in the aggregate

Automobile Liability –\$1,000,000 combined single limit for bodily injury and property damage

Professional Liability (E&O) - \$1,000,000 each claim and in the aggregate

The Client shall make arrangements for Builder's Risk, Protective Liability, Pollution Prevention, and other specific insurance coverage warranted for the Project in amounts appropriate to the Project value and risks. Consultant shall be a named insured on those policies where Consultant may be at risk. The Client shall obtain the counsel of others in setting insurance limits for construction contracts.

Indemnification Consultant shall indemnify and hold harmless the Client and its employees from any liability, settlements, loss, or costs (including reasonable attorneys' fees and costs of defense) to the extent caused solely by the negligent act, error, or omission of Consultant in the performance of services under this Agreement. If such damage results in part by the negligence of another party, Consultant shall be liable only to the extent of Consultant's proportional negligence.

Dispute Resolution The Client and Consultant agree that they shall diligently pursue resolution of all disagreements within 45 days of either party's written notice using a mutually acceptable form of mediated dispute resolution prior to exercising their rights under law. Consultant shall continue to perform services for the Project and the Client shall pay for such services during the dispute resolution process unless the Client issues a written notice to suspend work.

Suspension of Work The Client may suspend services performed by Consultant with cause upon fourteen (14) days written notice. Consultant shall submit an invoice for services performed up to the effective date of the work suspension and the Client shall pay Consultant all outstanding invoices within fourteen (14) days. If the work suspension exceeds thirty (30) days from the effective work suspension date, Consultant shall be entitled to renegotiate the Project schedule and the compensation terms for the Project.

Termination The Client or Consultant may terminate services on the Project upon seven (7) days written notice without cause or in the event of substantial failure by the other party to fulfill its obligations of the terms hereunder. Consultant shall submit an invoice for services performed up to the effective date of termination and the Client shall pay Consultant all outstanding invoices within fourteen (14) days. The Client may withhold an amount for services that may be in dispute provided that the Client furnishes a written notice of the basis for their dispute and that the amount withheld represents a reasonable value.

Authorized Representative The Project Manager assigned to the Project by Consultant is authorized to make decisions or commitments related to the project on behalf of Consultant. Only authorized representatives of Consultant are authorized to execute contracts and/or work orders on behalf of Consultant. The Client shall designate a representative with similar authority.

Project Requirements The Client shall confirm the objectives, requirements, constraints, and criteria for the Project at its inception. If the Client has established design standards, they shall be furnished to Consultant at Project inception. Consultant will review the Client design standards and may recommend alternate standards considering the standard of care provision.

Independent Consultant Consultant is and shall be at all times during the term of this Agreement an independent consultant and not an employee or agent of the Client. Consultant shall retain control over the means and methods used in performing Consultant's services and may retain subconsultants to perform certain services as determined by Consultant.

Compliance with Laws Consultant shall perform its services consistent with sound professional practice and endeavor to incorporate laws, regulations, codes, and standards applicable at the time the work is performed. In the event that standards of practice change during the Project, Consultant shall be entitled to additional compensation where additional services are needed to conform to the standard of practice.

Permits and Approvals Consultant will assist the Client in preparing applications and supporting documents for the Client to secure permits and approvals from agencies having jurisdiction over the Project. The Client agrees to pay all application and review fees.

Limitation of Liability In recognition of the relative risks and benefits of the project to both the Client and Consultant, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of Consultant and its subconsultants to the Client and to all construction contractors and subcontractors on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of Consultant and its subconsultants to all those named shall not exceed \$50,000 or the amount of Consultant's total fee paid by the Client for services under this Agreement, whichever is the greater. Such claims and causes include, but are not limited to negligence, professional errors or omissions, strict liability, breach of contract or warranty.

Consequential Damages Neither the Client nor Consultant shall be liable to the other for any consequential damages regardless of the nature or fault.

Waiver of Subrogation Consultant shall endeavor to obtain a waiver of subrogation against the Client, if requested in writing by the Client, provided that Consultant will not increase its exposure to risk and Client will pay the cost associated with any premium increase or special fees.

Environmental Matters The Client warrants that they have disclosed all potential hazardous materials that may be encountered on the Project. In the event unknown hazardous materials are encountered, Consultant shall be entitled to additional compensation for appropriate actions to protect the health and safety of its personnel, and for additional services required to comply with applicable laws. The Client shall indemnify Consultant from any claim related to hazardous materials encountered on the Project except for those events caused by negligent acts of Consultant.

Cost Opinions Consultant shall prepare cost opinions for the Project based on historical information that represents the judgment of a qualified professional. The Client and Consultant acknowledge that actual costs may vary from the cost opinions prepared and that Consultant offers no guarantee related to the Project cost.

Contingency Fund The Client acknowledges the potential for changes in the work during construction and the Client agrees to include a contingency fund in the Project budget appropriate to the potential risks and uncertainties associated with the Project. Consultant may offer advice concerning the value of the contingency fund; however, Consultant shall not be liable for additional costs that the Client may incur beyond the contingency fund they select unless such additional cost results from a negligent act, error, or omission related to services performed by Consultant.

Safety Consultant shall be responsible solely for the safety precautions or programs of its employees and no other party.

Information from Other Parties The Client and Consultant acknowledge that Consultant will rely on information furnished by other parties in performing its services under the Project. Consultant shall not be liable for any damages that may be incurred by the Client in the use of third party information.

Force Majeure Consultant shall not be liable for any damages caused by any delay that is beyond Consultant's reasonable control.

Waiver of Rights The failure of either party to enforce any provision of these terms and conditions shall not constitute a waiver of such provision nor diminish the right of either party to the remedies of such provision.

Warranty Consultant warrants that it will deliver services under the Agreement within the standard of care. No other expressed or implied warranty is provided by Consultant.

Severability Any provision of these terms later held to violate any law shall be deemed void and all remaining provisions shall continue in force. In such event, the Client and Consultant will work in good faith to replace an invalid provision with one that is valid with as close to the original meaning as possible.

Survival All provisions of these terms that allocate responsibility or liability between the Client and Consultant shall survive the completion or termination of services for the Project.

Assignments Neither party shall assign its rights, interests, or obligations under the Agreement without the express written consent of the other party.

Governing Law The terms of agreement shall be governed by the laws of the state where the services are performed provided that nothing contained herein shall be interpreted in such a manner as to render it unenforceable under the laws of the state in which the Project resides.

Collection Costs In the event that legal action is necessary to enforce the payment provisions of this Agreement if Client fails to make payment within sixty (60) days of the invoice date, Consultant shall be entitled to collect from the Client any judgment or settlement sums due, reasonable attorneys' fees, court costs, and expenses incurred by Consultant in connection therewith and, in addition, the reasonable value of Consultant's time and expenses spent in connection with such collection action, computed at Consultant's prevailing fee schedule and expense policies.

Equal Employment Opportunity Consultant will comply with federal regulations pertaining to Equal Employment Opportunity. Consultant is in compliance with applicable local, state, and federal regulations concerning minority hiring. It is Consultant's policy to ensure that applicants and employees are treated equally without regard to race, creed, sex, color, religion, veteran status, ancestry, citizenship status, national origin, marital status, sexual orientation, or disability. Consultant expressly assures all employees, applicants for employment, and the community of its continuous commitment to equal opportunity and fair employment practices.

Attorney Fees Should there be any suit or action instituted to enforce any right granted in this contract, the substantially prevailing party shall be entitled to recover its costs, disbursements, and reasonable attorney fees from the other party. The party that is awarded a net recovery against the other party shall be deemed the substantially prevailing party unless such other party has previously made a bona fide offer of payment in settlement and the amount of recovery is the same or less than the amount offered in settlement. Reasonable attorney fees may be recovered regardless of the forum in which the dispute is heard, including an appeal.

Third Party Beneficiaries Nothing in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder. The Client agrees to include a provision in all contracts with contractors and other entities involved in this project to carry out the intent of this paragraph.

Captions The captions herein are for convenience only and are not to be construed as part of this Agreement, nor shall the same be construed as defining or limiting in any way the scope or intent of the provisions hereof.

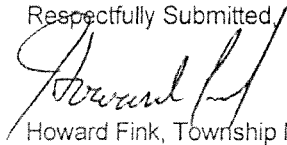
Memo

To: Northfield Township Board
From: Howard Fink
Date: 9/4/2015
Re: Auditor Contract

Dear Township Board,

Kathy Braun, Angela Westover and I recommend approval of extending the contract for our Auditing Services. Pfeffer Hanniford and Palka have held their rates at 18,000 per year. I recommend approving a new engagement with Pfeffer, Hanniford and Palka. An issue that might arise is can the board authorize this contract past its term of office. I believe this is the case, as the engagement is of a administrative, rather then legislative nature AND the contract offers a 90 day out clause. If the board is concerned about this issue, a review from Mr. Burns office might be in order.

Respectfully Submitted,



Howard Fink, Township Manager

NORTHFIELD TOWNSHIP

FISCAL YEARS 2016, 2017, AND 2018

PFEFFER, HANNIFORD & PALKA, Certified Public Accountants, registered to practice in the State of Michigan (hereinafter referred to as **CERTIFIED PUBLIC ACCOUNTANTS**) and **NORTHFIELD TOWNSHIP**, A municipal corporation, of the State of Michigan (hereinafter referred to as **TOWNSHIP**) contract on this day of _____ 2015, as follows:

1. For the fiscal years ending **June 30, 2016, 2017 and 2018**, the **CERTIFIED PUBLIC ACCOUNTANTS** shall conduct an audit of the financial statements of the **TOWNSHIP** for each year. The financial statements are the responsibility of the **BOARD**. Our responsibility is to express an opinion on the financial statements based on our audits. We will conduct our audits in accordance with auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the township as well as evaluating the overall financial statement presentation.

2. The **CERTIFIED PUBLIC ACCOUNTANTS'** audit shall meet the requirements of Act No. 2, P.A. 1968, or as amended, and the related Bulletin for Audits of Local Units of Government in Michigan, dated June 1, 1968, or as amended, which is available from the State Treasurer.

3. If the **TOWNSHIP** receives federal financial assistance, grants, or other contracts, we may be required to, not only conduct the audit in accordance with auditing standards, but also in accordance with Government Auditing Standards and (or) in accordance with the Single Audit Act Amendments of 1996, OMB A-133. The testing of compliance and other fieldwork would be increased substantially because of the aforementioned. We would issue a separate engagement letter and fee proposal for the additional work to complete the audit in accordance with Government Auditing Standards and (or) the Single Audit Act Amendments of 1996, OMB A-133.

4. The reports on financial statements, as required by Act 2 of Public Acts of 1968, or as amended, shall contain an unqualified opinion by the **CERTIFIED PUBLIC ACCOUNTANTS** or such other opinion as he must render under the circumstances when he is unable to express an unqualified opinion.

5. The audit shall begin as soon after the signing of this contract as shall be convenient to the **CERTIFIED PUBLIC ACCOUNTANTS** and shall be completed with the Certified Public Accountant's report's issued not later than six (6) months after the conclusion of the fiscal year.

6. The **TOWNSHIP** shall have closed and balanced all funds and bank accounts, agencies and operations to be examined by the **CERTIFIED PUBLIC ACCOUNTANTS**.

7. The estimated audit fee for the years ended June 30, 2016, 2017 and 2018 will be \$18,000, \$18,000 and \$18,000 respectively. Additional services outside the scope of the audit will be billed at \$105 per hour.

8. The **TOWNSHIP** authorizes the **CERTIFIED PUBLIC ACCOUNTANTS** to immediately disclose any and all findings of suspected fraud, and/or embezzlement to the Deputy State Treasurer in charge of the Local Audit Division of the State Department of Treasury.

9. The **CERTIFIED PUBLIC ACCOUNTANTS** shall provide a reasonable number of reports for each of the funds to the **TOWNSHIP** officials.

10. This contract may be terminated by either party upon a ninety day (90) advance written notice.

Pfeffer, Hanniford & Palka, P.C.

PFEFFER, HANNIFORD & PALKA
Certified Public Accountants

NORTHFIELD TOWNSHIP