

SPRINGFIELD TOWNSHIP BOARD MEETING

December 9, 2021

SYNOPSIS

AGENDA

Call to Order: 7:30pm by Supervisor Moreau

Pledge of Allegiance

Roll Call: Dubre, Hopper, Miller, Moreau, Pliska, Vallad, Whitley

Agenda Additions & Changes: None

Public Comment: None

Consent Agenda

- a) Approved Minutes: Regular Meeting of November 11, 2021 and CDBG Public Hearing of November 11, 2021
- b) Accepted November 2021 Treasurer's Report
- c) Received November 2021 Monthly Reports: Building, Electrical, Plumbing, Mechanical, Ordinance, Fire, Police, CDBG, Comp Time, IT, and Natural Resources
- d) Authorized payment of bills: November Additional Disbursements totaling \$60,885.95 and December 2021 Bills List totaling **\$55,382.19**
- e) Designated the Oakland Press as FY 2022 Legal Publication and authorized Clerk Miller to execute a 2022 Advertising Contract, if required
- f) Established 2022 Township Board meeting dates as the Second Thursday of the month beginning at 7:30 pm
- g) Approved 2022 Rents, Allocations, Charges and Transfers as presented in the memo from Treasurer Dubre
- h) Reappointed George Mansour to the Planning Commission for a 3-year term expiring 11-2024; Appointed Terry Rusnell as a non-elector member of the Planning Commission for a 3-year term expiring 11-2024
- i) Approved the purchase of BackupAssist 365 email backup software at a one-year cost of \$882
- j) Received Communications and placed on file

NEW BUSINESS

- 1. Woodland Airstream – Special Land Use and Final Site Plan Review: Approved Application for Special Land Use and Final Site Plan
- 2. First Reading –Amendments to Outdoor Café Service, Code of Ordinances Section 40-646: Authorized Clerk Miller to publish for Second Reading
- 3. Review and adopt procurement policy: Board discussed and proposed edits
- 4. 2022-2024 Law Enforcement Services Agreement: Authorized Supervisor to execute the 2022-2024 Law Enforcement Services Agreement with the Oakland County Sheriff's Office
- 5. Request for Proposals – Planning and Zoning services: Authorized Supervisor to Request Proposals for Planning and Zoning Services
- 6. Building Department: Discussed options for future operation
- 7. NO HAZ Interlocal Agreement: Adopted Resolution 2021-17 to adopt the North Oakland Household Hazardous Waste Consortium Agreement; Appointed Treasurer Dubre as the Township Representative to the NO HAZ Advisory Board; Authorized Supervisor Moreau to execute the Interlocal Agreement with Oakland County.
- 8. 2022 Salaries and wages: Approved salaries for Staff, Fire Department, and Elected Officials
- 9. Adopt budget amendments; as needed – General Fund, Fire Fund, Parks & Recreation, Building Department Fund: Adopted amendments

Public Comment: None

Adjourn: 10:14 pm

Respectfully Submitted,

Sean R. Miller

Township Clerk

Published: 12-16-21

Minutes of
BOARD OF TRUSTEES
REGULAR MEETING
December 9, 2021

SPRINGFIELD
CHARTER TOWNSHIP

Sean R. Miller, Clerk



Call to Order: Supervisor Moreau called the December 9, 2021 Regular Meeting of the Springfield Township Board to order at 7:30 pm at the Springfield Township Civic Center with members of the public onsite in the Conference Room and remotely via phone/video conference.

Pledge of Allegiance

Roll Call:

Board Members Present

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

Board Members Not Present

None

Others Present

Greg Need	Township Attorney
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Agenda Additions & Changes:

Public Comment:

None

Consent Agenda:

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



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- b) Accept November 2021 Treasurer's report
- c) Receive November 2021 Monthly Reports: Building, Electrical, Plumbing, Mechanical, Ordinance, Fire, Police, Comp Time, CDBG, IT and Natural Resources
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- i) Approve the purchase of BackupAssist 365 email backup software at a one-year cost of \$882
- j) Receive Communications:
 - Memo from Fire Chief regarding ALS update

New Business:

1. Woodland Airstream – Special Land Use and Final Site Plan Review

Supervisor Moreau described the property at 9331 Dixie Highway. The zoning of the property is C-2 which allows for recreational vehicle sales and service operation as a Special Land Use. She noted some of the principle uses permitted in the C-2 zone. As a Special Land Use, this project is required to achieve a higher threshold of review. It is also part of the Dixie Highway Overlay District so it also must be in compliance with this section of the ordinance and the Dixie Highway Design Guidelines. The Township has been working with the applicants for several months and they have had several preapplication meetings with the applicant. It was administratively approved for an expedited review but ultimately, the approval would be up to the Planning Commission. If the applicant can demonstrate that they are substantially in conformance with all of the Township's standards, they can eliminate the preliminary review stage and go right to final site plan review. The applicant



proceeded to Final Site Plan Review and Special Land Use at the November 23, 2021 Planning Commission meeting. The Special Land Use Hearing was noticed as required and the meeting minutes and any written comments received in advance of the hearing are included in the Board packets. The Board will be looking at the Final Site Plan and is charged with granting final approval for both the site plan and Special Land Use.

Mr. Gar Allison introduced himself to the Board as Project Manager. He also introduced Josh Collier, General Manager to the Board and Jim Hunter with PEA Group. He provided an overview of the project including details of the plan that was presented at the Planning Commission and also addressed the conditions determined by the Planning Commission. He provided a background and history of the Woodland Airstream company and described the Airstream products. He described the Airstream customer base and provided details about the proposed dealership. Their plan is to develop a 24,000 square foot structure for 3.5% coverage of the site including a showroom, parts and accessories retail store, service intake area, and RV repair service center. He explained the proposed Prairie style architecture, landscaping, and building materials which adhere to the Dixie Highway Design Guidelines. He addressed the community impact including customer traffic and the required deceleration and acceleration lanes. He explained that the traffic study estimates 30 trips per day, however actual traffic is usually closer to 50% of that. The hours of operation would be 8 am to 5 pm, Monday through Friday, 9-noon on Saturday and closed on Sundays. He commented on the noise and the limited environmental impact expected. He explained the type of repairs done by their service center. There will be no oil or gas expelled since no powertrain work will be done at this location. He described the lighting that would be on site and explained how they seek to have minimum required lighting. The RV parking area is proposed as a pervious surface and Mr. Allison described how that portion of the lot would be used and managed to minimize dust. The landscape plan was designed to meet or exceed ordinance standards. All required easements have been provided and all of the engineering comments will be addressed in the next phase of development. Mr. Allison stated that he understands the concerns expressed by neighbors during the Special Land Use Hearing, but they have requested variances to lower the community impact and he believes this development is the perfect fit for the overlay district and community. Outdoor recreation is important to the corridor and they not only hope to have a successful business but also become a strong member of the community.

Supervisor Moreau thanked Mr. Allison and asked the Manager to display the renderings and she explained how they fit the aesthetic of the Overlay District.

Trustee Whitley referred to the PEA Group letter dated November 10. He stated that it says no chassis work will be done there. He asked what their plans are to service black water



tanks, gray water tanks, and freshwater tanks, and what would happen if a customer came to service with a full waste tank.

Mr. Allison replied that every new trailer that comes in goes through a test procedure and they fill the tanks to verify that there are no leaks. He described the processes in other locations including the ability to empty the tank. They have been discussing with corporate discontinuing this tank service. Their plan is only to be able to drain fresh water as a test. If a customer had a full waste tank, they would have to drain it off site.

Trustee Hopper thanked the applicant for incorporating the Township's input and for their quickness in addressing the Planning Commission points.

Supervisor Moreau asked the applicant to explain what is meant by "lowest dust materials" for the RV parking area.

Mr. Allison stated that it is a crushed stone base covered with river rock or pea stone gravel to cut down on the dust. The lot also will be low traffic.

Supervisor Moreau commented there is a note in the Planning review regarding the foundation of the sign. She did the calculations and does not see a problem with the base exceeding what is allowed. The applicant has indicated that they are presenting is a general concept for the ground sign.

Mr. Allison stated that they are happy to work with the Township to make sure the sign meets the requirements.

Trustee Vallad inquired about trade-ins and the amount of inventory units they will carry.

Mr. Allison replied that they are expecting sales of 200-300 new units per year. They do accept some trades but most of the units that come in are from current Airstream owners and they are trading in and trading up. Sometimes they get other brands but they are an exclusive Airstream dealership.

Clerk Miller asked how many coaches will be on the lot.

Mr. Allison replied that coaches are harder to get than trailers. He answered 5 with 4 being in the showroom.

Trustee Pliska stated that he imagines that they don't typically have units stacked waiting for service.



Mr. Allison replied that their intent is to be as efficient as possible and they are not sitting on the lot taking up space. They have the ability to service several at a time.

Clerk Miller asked about the average turnaround time on service.

Mr. Allison stated that the turnaround time on service depends on the type of service being done and he explained.

Supervisor Moreau asked the Board members if they believe that the plan met the Special Land Use requirements as recommended by the Planning Commission. Board members concurred with the Planning Commission.

Trustee Hopper moved that in that the Planning Commission held a Public Hearing on November 23, 2021 and took public comments for the Special Land Use for Woodland Airstream located at 9331 and 9335 Dixie Highway, Parcel #07-14-451-003, -005, zoned C-2 he recommends that the Township Board approve Special Land Use for parcels based on Code of Ordinances, Section 40-145. The proposed use is in harmony with the orderly development of the zoning district. The location and proposed intensity will not be hazardous or inconvenient to the neighborhood. No variances are required for this development. The public services are capable of accommodating the minimum service load increase caused by this development. No natural resources will be damaged by this proposal as this property was used as a farm field. This proposal is compatible with adjacent uses of land that will be used socially and economically in a desirable manner. Specifically the closest structure is over 500 feet from the existing residential property lines and RV Storage is allowed as a Special Land Use. The Planning Commission and the Township Board finds that these standards can be met with this proposal as submitted. Further, the Planning Commission determined in their meeting that the Expedited Review and Flexible Zoning Option and the project demonstrate meeting the Code of Ordinances, Section 40-596, Dixie Highway Overlay.

The Final Site Plan is approved subject to the following conditions, as recommended by the Planning Commission:

- 1. Use of land banked parking instead of the amount required under the ordinance will reduce the impervious surface in that the spaces are not required by this applicant for their use.**
- 2. The Planning Commission also proposed to allow a variance to allow gravel parking as there will not be heavy traffic that will generate dust that will impact adjacent properties.**



3. **Provide light dimming schedule for parking lot lighting to address the Township Zoning Ordinance.**
4. **Engineer's comments will be addressed during Engineering Review of the Final Site Plan**
5. **The proposed landscape screening at Ingomar Park and north on Old Pond Road shall meet ordinance requirements verified after installation of the planting.**
6. **Concrete front sidewalk and decorative colored concrete at the cross walk.**
7. **Require all recorded easements for sidewalk and berm.**
8. **Signage for the project shall meet requirements of the Zoning Ordinance and the Dixie Highway Overlay District.**

Supported by Trustee Whitley. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad and Whitley; No: none; absent: none. The motion carried by a 7 to 0 vote.

2. First Reading – Amendments to Outdoor Café Service, Code of Ordinances Section 40-646

Supervisor Moreau explained that this proposed amendment has been before the Planning Commission for several months and was brought up when outdoor dining became more popular and necessary. The Planning Commission was asked to review the code and make sure that they had ordinance standards in place that are flexible but also make sure that temporary fixtures are dealt with on the off-season. The Planning Commission recommends a permitting process for these provisions and clarified some terms. The proposed definitions make a distinction between outdoor dining and outdoor café service to indicate that outdoor café service means you are serviced by wait staff. Outdoor dining is just an area where a customer could carry out food and be seated. Some of the ordinance provisions were restrictive in the front greenbelt and setback area and the Commissioners considered this. The provisions presented tonight outline different processes depending on the number of customers and whether there are any temporary and/or permanent structures. There are different review processes depending on the intensity and size of what is proposed. The current ordinance provisions require Planning Commission review and approval for any type of outdoor café service. This created some challenges and the amendment provides reasonable ways to go through the review process. Only when permanent structures for outdoor café service are proposed that Planning Commission review would be required. The Planning Commission held a public hearing on the amendments on October 26th and they recommended adoption to



the Township Board and it was with the administrative edits that were made. The clean version is what is presented to the Board.

Trustee Whitley stated that he and Supervisor Moreau exchanged emails regarding definitions for the word restaurant. He suggested that “standard restaurant” be replaced by “sit down restaurant.” He suggested clarification on drive-in and drive-thru.

Supervisor Moreau stated that at the end of the definition for “restaurant”, it references “standard restaurant” but in sub-definitions, it doesn’t explain what is meant by “standard restaurant”; she believes that this is a “sit-down restaurant”. There is a definition for sit down restaurant and it is referenced later. The recommendation is in the end of the restaurant definition, replace “standard” with “sit down”. She suggested that they also add a definition for drive-thru.

Clerk Miller stated that he thinks drive-in encompasses drive-thru. He doesn’t think it is necessary that they have a separate definition, just change the language in number two.

Supervisor Moreau stated that a drive-in is where you pull up and have waitress service to your car.

Treasurer Dubre stated that it does make sense that there would be definition for drive-thru.

Supervisor Moreau stated that she sees a drive-in restaurant more as a sit down restaurant but you have service to your vehicle instead of your table. A drive-thru is a takeout but you are taking from a window instead of a counter.

Clerk Miller concurred.

Trustee Whitley stated that McDonalds is a hybrid of two or three of them.

Supervisor Moreau stated that they still have to publish for Second Reading and language corrections can be made at that time.

Trustee Hopper moved to authorize Clerk Miller to publish for Second Reading the proposed amendments to Chapter 40 Zoning by amending Section 40-2 Definitions and Section 40-646 Outdoor Café Service with the addition of under Section 40-2, a definition for a drive-thru restaurant and changing in the top



paragraph, above the definitions of restaurants, to add “sit-down” restaurant after fast food, rather than “standard restaurant:. Supported by Trustee Vallad. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad and Whitley; No: none; absent: none. The motion carried by a 7 to 0 vote.

3. Review and adopt procurement policy

Clerk Miller stated that before spending any of the ARPA funds, the Township is required to adopt a purchasing policy. He spoke with the auditors that handled the Single Audit and they reviewed the draft policy. They did make a couple of comments which he incorporated, and the auditors signed off on it. He originally used a policy that was adopted by the City of Burton, but it had several people referenced that are not part of Springfield Township, so he substituted the appropriate officials. In the Rules of Procedures, it says that purchases up to \$3000 can be made by Department Heads without Board approval for educational workshops, etc. He continued that purchases from \$3,000 to \$6,000 shall be approved by the Department Head and the Supervisor, or the Clerk or Treasurer in the absence of the Supervisor. Purchases over \$100,000 required a sealed bid. The auditor indicated that \$100,000 is too high and they suggested \$25,000. If this policy is adopted, they will need to amend the Board Rules of Procedure. He explained the language regarding purchasing amounts in the proposed policy. The purchases from \$3,000 to \$25,000 will still require Board approval.

Trustee Vallad stated that it is well put together.

Trustee Whitley asked about allowing for an emergency expenditure and what if the Supervisor, Clerk and the Treasurer were not available. He stated that there needs to be a method laid out to handle an emergency.

Clerk Miller stated that this is spelled out on page 2, and he read that section. He understands that the point is if the Supervisor, Clerk, and Treasurer are unavailable the Property Manager should still be able to act.

Trustee Whitley stated that the Supervisor, Clerk, or Treasurer, without the other two should be able to act to allow for quick action.

Supervisor Moreau stated that there are emergency provisions in the current policy.



Treasurer Dubre added that the Fire Chief has a lot of leeway in the current policy, and this was specifically discussed because there are instances where they have to take immediate action.

Supervisor Moreau stated that Clerk Miller has mentioned amending the Board Rules of Procedure, but she believes the intent would be for the purchasing policy to replace the entire financial section, not have both operating.

Chief Feichtner stated that there currently is an additional language for \$3,000 and \$10,000 which was added for the Fire Department with the approval of himself and the Supervisor, or himself and the Treasurer or Clerk in the absence of the Supervisor. He didn't know if this was going to be added back in. Some of these items are not an emergency but they don't want to wait until the next Board meeting for something that costs \$8,000.00.

Treasurer Dubre stated that there are general operations that are included within that document that are always assumed to be handled regardless of getting Board authorization. She wants to make sure that there is a policy to take care of regular routine items, for example new tires. This is not an emergency item.

Trustee Whitley stated that if the item is in the budget and it is approved, then the expenditure is approved.

Treasurer Dubre stated that this is not what the policy says.

Supervisor Moreau stated that the current Rules of Procedure specify the routine way to keep each department running and operating and there is that designation to be able to spend within appropriate line items in an approved budget. She asked if this policy was meant to operate independently of those Board Rules of Procedure and do they need to incorporate more. Under \$25,000 doesn't require sealed bids and the Supervisor and Department Head should be able to have that ability to approve those expenditures and the Department Head should be able to make the expenditures to run their area.

Treasurer Dubre stated that thought the bid process requirement for purchases over \$25,000 applied to grant funded purchases and she wants to make sure that there is a distinction. The Fire Department items are so costly, and she doesn't want this all-encompassing to the things that are an emergency nature.



Supervisor Moreau stated that an emergency nature should be different. If it is a non-emergency \$25,000 purchase, then it needs to go to the Township Board and competitive quotes and bids are presented. She asked Clerk Miller if this \$25,000 standard was just for federal funding or did the auditors recommend not to separate it out from other purchases.

Treasurer Dubre stated that this could be the auditors' recommendation, but her opinion is that standard is to address the grant funding. There is a reason to have the \$25,000 threshold and it is for use of federal funds. She thinks that they need to be cognizant that if they have activities that are grant funded, they have a policy. She has some concerns about the policy being all encompassing. She looked at fifteen different policies and none of them were all encompassing. When the first COVID money came out, she gathered several policies to find out what the guidelines were.

Supervisor Moreau suggested that they get more information and have it back for the January meeting. She thinks that anything over \$25,000 going through a complete competitive bidding process is burdensome and not realistic. She would also like to take a good look at emergency approvals and get clarification about what the max approval is and who can be involved.

Clerk Miller stated that the language for emergency purchases was taken directly from current language.

Supervisor Moreau stated that she understands that, but with the language that precedes it in the Board Rules of Procedure, it works. Pulling the emergency section out on its own without other references, doesn't accomplish what it needs to accomplish. She appreciates Clerk Miller taking the time to put together a draft, and they want to get the language right.

Treasurer Dubre asked Clerk Miller to look into ACH and wire funding; she wants to include them as forms of payment because they use them now.

Supervisor Moreau questioned why Township Board authorization would be listed as a method of purchase.

Treasurer Dubre stated that it would apply when the Board authorizes a purchase, and it was grant funded, so the Township never made a payment for it. The grant money comes in before they expend any money. For example, the funds would be



transferred right out of the ARPA sub fund for a COVID-related purchase; it would be made by Township Board authorization to move those funds.

Supervisor Moreau asked about Procurement Methods on page three. The section is about methods but there would be a benefit to also say what authorization is required, The chart on page six summarizes authorizations but it would be nice to have it in this location. This section talks about who has the authority to award, but it is confusing. She asked if they can agree that the awarding of a bid is different than the authorization to expend because it is contradicting.

Board members agreed.

Supervisor Moreau asked about the Conflicts of Interest section on page two. She asked if abstaining from voting requires unanimous approval from the Board.

Attorney Need answered yes.

Clerk Miller noted that the language also says that for federal funds, the Board member with the conflict must abstain.

Board members discussed when abstention is required and suggestions for language for the policy.

Treasurer Dubre asked if Clerk Miller can include the Board Rules of Procedure so the Board can compare the language. She stated that the emergency purchases including the Fire Chief and the absence of the different methods is missing from the materials presented here.

Supervisor Moreau suggested that Clerk Miller include the entire financial portion when they look at it in January. She suggested that she, the Clerk and the Treasurer get together and discuss the document before it comes before the Board again, also possibly get information from the Chief.

4. 2022-2024 Law Enforcement Services Agreement

Supervisor Moreau stated that this agreement has been approved in the Consent Agenda in the past but since two Board members are not familiar with this item, she put it under discussion. Attorney Need pointed out that this is the standard OCSO contract. Supervisor Moreau stated that the renewal rate is a 2.0% increase in contract cost and a 2.7% increase for the subsequent two years so it is better



than what was budgeted for. The contract maintains the eleven deputies with a Sergeant as the substation commander, one patrol investigator, and one detective sergeant. There are no significant changes.

Treasurer Dubre moved to approve the 2022-2024 Law Enforcement Services Agreement with the Oakland County Sheriff's Office as presented. Supported by Trustee Pliska. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad and Whitley; No: none; absent: none. The motion carried by a 7 to 0 vote.

5. Request for Proposals – Planning and Zoning services

Supervisor Moreau stated that as she previously informed the Board, she received from Carlisle/Wortman a Notice of Termination for the Planning and Zoning Contract and the contract will continue through January 14, 2022. She put together a draft Request for Proposals (RFP) and she listed that they will receive proposals no later than Monday, January 24, 2022. She is now recommending changing it to Friday, January 14, 2022. At the January 13, 2022 meeting, she will have a pretty good sense of the number of proposals and she will bring a plan to the Board for an interview committee and recommended process. She suggested that the committee be made up of the Planning Commission Chairperson, the Township Board representative to the Planning Commission, herself, the planning administrator. She would like to involve as many members of the Planning Commission and Township Board as possible and might as the applicants to join the January Planning Commission meeting with a presentation. The Planning Commission could give their feedback so a recommendation could go before the Township Board in February.

Township Board members agreed with the proposal to have firms present at the January Planning Commission meeting.

Supervisor Moreau asked if there were any suggestions for the RFP. She recommends that they make available the Dixie Highway Design Guidelines, the Township Strategic Plan, the current Master Plan, and the Design and Construction Standards so that all of the documents are in one place for reference.

Trustee Whitley stated that this is a major relationship that they are talking about so the smarter that they can make the applicants in making a proposal to the Township, the better off they will all be.



Supervisor Moreau also noted that the Township is in the middle of a Master Plan update. She provided a draft list of planners that she identified by looking at the Michigan Association of Planners website. They recently received a proposal from Rowe Professional Services who also did the traffic study for Woodland Airstream

Treasurer Dubre asked if Rowe did the Parks and Recreation Master Plan update.

Supervisor Moreau answered that the last one was Carlisle/Wortman and thought that McKenna was the one prior.

Trustee Hopper moved to authorize the Supervisor to request proposals for municipal planning and zoning services as outlines in Supervisor Moreau's December 2, 2021 memo. Supported by Trustee Whitley.

Planning Commission Chairperson Baker asked if they can expect Township Board members to be in attendance for the January Planning Commission meeting when applicants are attending and presenting.

Supervisor Moreau stated she was not suggesting that this be a joint meeting, but just an opportunity for the Planning Commissioners to receive a general presentation, to meet the staff, and get their impressions so the Planning Commission can make a recommendation to the Township Board. She added that Township Board member can attend that meeting.

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

6. Building Department – Discuss options for future operation

Supervisor Moreau stated that the contract with Code Enforcement Services will expire effective February 13, 2022 as outlined in her memo. She wants the Board to have a discussion and provide input on how they see the future operations of the Building Department. The contracted relationship has worked after the severe downturn in the economy. There is now a rebound with Building Department activities, and it is now a time to reconsider what the relationship should be. The Building Department is currently open Monday through Thursday 9 am to 4 pm and more than just Springfield is serviced out of the Civic Center currently. She has recommended that the Building Department be available when the Civic Center is open, Monday through Friday 8:30 am to 4:30 pm. It is also proposed that the Building Department be moved to the main office area where the assessing



department had been. The main office is now visited multiple times per day by people looking for the Building Department. They also have situations when people come in on Friday and they are angry because the building department is closed. The staff currently helps as much as they can, but she suggests that the Building Department operate in the same hours as the Township offices. She suggested that they bring building department functions back in-house. Two individuals have expressed interest in serving as a part-time building official; one of these individuals is Bill Dinnan who is in the audience. It helps to know that there are qualified individuals who are interested and can serve in that capacity. She also spoke to Steve McGee, who is the Fire Chief for the Village of Holly and the building official and was previously with Groveland Township. She asked for comments and suggestions from Board members.

Trustee Pliska stated that he is in favor of bringing it back in-house especially with the volumes they are seeing in development. He had the chance to interact with the Building Department as a resident and based on recent interactions, believes that there is room for improvement. He would like to see someone committed to the Township and can see benefit in having it in-house.

Trustee Whitley stated that it is a basic service expected at the Civic Center and he can understand someone's frustration on a Friday or at 4:15 pm who is told to wait.

Trustee Pliska commented on his experience with a contractor on a Thursday afternoon when he had to wait because they were not open. A lot of people are off on Fridays, and they want to be able to get things done and he thinks there is a higher volume on Fridays.

Trustee Hopper concurred with having the Building Department when the Township is open and noted that the number of inspections and new houses is increasing and now would be the time to bring it in-house. They do not know the cost of it yet, but it is a service that they should be providing their taxpayers.

Trustee Pliska stated that he was also surprised by how long he had to wait for inspections and the limited times that inspectors were available.

Supervisor Moreau stated that scheduling inspections varies widely. She agrees that next day is unrealistic. She reiterated that the building department should be open when the Township is open and they have staff trained in the office to step in to cover vacations and days off.



Trustee Vallad stated that he is uncertain whether or not bringing it in-house is justified economically but they can try it. He understands the issues presented with the current situation. He added that he thinks Carlisle/Wortman did a good job but it is a tough situation because they need to make money too. This is probably the reason why they have other communities in the same office.

Treasurer Dubre stated that they have to do something, either in-house or contract out or some type of hybrid. Her concerns about expanding hours are that she doesn't think it is sustainable. There are going to be some definite transitions and she supports the idea that Township staff can fill in when the regular staff person isn't available. She stated that she doesn't know what the cost is to the Township for the Building Official and relative to expanding the hours for inspections. There is not a great deal of excess funds so adding salaries to it is going to use it up quickly. She doesn't like servicing other communities out of the Civic Center so that would be a positive. She agreed with Trustee Vallad regarding the tough situation they faced with funding when they experienced the transition. COVID has changed things and how things are handled. The expansion depends on the money, and they don't know what it looks like until they see it in operation. It might also mean that they have to look at the inspection fees.

Supervisor Moreau stated that a part-time Building Official is appropriate, and she would like someone who is in the Township regularly. There should also be someone in the office full-time from 8:30 am to 4:30 pm to receive permit applications, issue permits, and answer questions. She feels the pinch in her department, and something has got to give. It has to be another person in the Supervisor's Department or more people available full time. Improving their service should be at the forefront. Right now, they charge rent, support, and audit fees to the Building Fund. They also have 15% of the permit revenue and 80% of building plan review fees going out of the Township. She is open to reviewing the permit fees to make sure they are covering their costs, but she feels better about increasing the fees if they are increasing their services.

Trustee Pliska commented on the permit fees he paid and he felt they were minimal. He thinks that there is always a chance to look at things and make improvements.

Trustee Whitley stated that they should look at the core services that the Township needs to provide and if building is one of them, then they should provide the service in a way that makes them proud. They need to find a way to staff it and fund it. He



suggested that they find out how their fees compare to other communities and make adjustments as necessary.

Supervisor Moreau stated that she is looking for a consensus from the Board as to whether or not they should be reaching out to other contractors or if they are looking to bring it in-house. The Board consensus was to pursue bringing the Building Department back in house. Supervisor Moreau stated that this item will come back to the Board in January with some recommendations, job descriptions, and a rough format.

Trustee Whitley stated that they should continue to gather information.

Mr. Bill Dinnan stated that what was said makes perfect sense to him and he provided a summary of his building experience. He is willing to help the Township through the process.

7. NO HAZ Interlocal Agreement

Treasurer Dubre summarized the information in the Board packet from Oakland County and they are looking to approve the 2022 Interlocal No-Haz Agreement tonight. She commented on the number of residents who attending this year which was slightly up from last year. She summarized the Township's past involvement in the program. Almost half of the people that attend are attending for the first time. The program is costly but it is worthwhile and the County does a wonderful job. She commented on the proposed locations for this year's events. She attached a Resolution and her recommendation is that they continue with the program and authorize the Supervisor to sign the agreement. She is also recommending that they continue with the \$10 participation fee.

Supervisor Moreau asked if the Board was in agreement with the \$10.

Board members responded yes.

Trustee Whitley moved to adopt Resolution 2021-17 to adopt the Oakland County Hazardous Waste Consortium Agreement. Supported by Trustee Vallad. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad and Whitley; No: none; absent: none. The motion carried by a 7 to 0 vote.



8. 2022 Salaries and Wages

Supervisor Moreau stated that the Board discussed salaries and wages at the workshop and also at the Budget Hearing and the proposed increase is 5% over 2020 rates since there were no salary increases given in 2021 unless there was a position change. There were some specific pay adjustments that were discussed and these were included in the adopted budgets for 2022 and are reflected in the presented salary charts. There are some Fire Department changes to review. She explained the chart of salaries and positions presented to the Board. The Fire Department chart is a separate document that was included in the packets. There are changes in positions due to the transition to Advanced Life Support and as Chief Feichtner's memo to the Board indicates, they have been underway since November 1st. She explained the additional positions that were created with that transition.

Chief Feichtner stated that the Paramedic On-Call position is the only way that they could accomplish the mission. They have created that Paramedic On-Call shift and whomever the paramedic that wants to be on call, they sign up for that shift.

Supervisor Moreau described the additional Fire Department positions including Command On-Call. They have also proposed a paramedic premium for full time.

Chief Feichtner stated that the industry standard is that the paramedic gets a particular wage, including a 6-10% stipend on top of their regular wage. He checked with other communities, including Independence, and they are at the 7% mark so that is why that amount is proposed.

Supervisor Moreau asked if this was in line with NOCFA and Groveland.

Chief Feichtner replied that these two groups roll it into their base pay and he provided examples.

Supervisor Moreau stated that the premium is proposed for Captain Strickland who earned his paramedic licensure and she provided the salary amounts and additional stipend for him.

Chief Feichtner stated that Jake Harless, the full-time firefighter, left the department as a full-time employee and Jacob Jones was hired as a full-time



firefighter. This information was in the Board Fire Report. Mr. Jones should be done with his paramedic class in 2.5 months.

Chief Feichtner summarized how holidays are paid in the past. He is proposing that they align the Fire Department with the current Township Holiday schedule. and he explained the proposed Holiday Schedule.

Supervisor Moreau stated that another change is that currently the holiday pay applies to shift only, but the Chief proposes that the holiday pay applies to runs to make sure that they get individuals to respond.

Chief Feichtner stated that he is proposing that the paid on-call staff that respond to calls on these holidays get time and a half for their run time.

Supervisor Moreau asked if there was approval for the paramedic premium for full time wages.

Board members responded yes.

Supervisor Moreau asked the Board members for thoughts on the holiday pay proposal and increasing the list of holidays. The list conforms to the Township holidays, but it is adding Easter Sunday but not including Martin Luther King Jr. and Veterans Day.

Chief Feichtner explained that a shift that begins on the holiday would qualify for time-and-a-half. The paid on-call individuals responding during those premium shifts also would receive time-and-a-half for run pay.

Treasurer Dubre asked about New Year's Eve and New Year's Day.

Chief Feichtner replied that only New Year's Day is a holiday. He suggested that they make the holiday on the evening shift from 6pm New Year's Eve to 6pm New Year's Day.

Supervisor Moreau stated that the Fire Chief's salary is proposed at \$91,000 and she suggested that they might need to look at it again because some communities pay their chiefs additional pay for training, etc. She proposed \$91,000 to \$93,500 would be a more accurate range. She added that the Captain Medic is proposed at \$73,300 and request \$93,500 for the Fire Chief. She asked if this was acceptable and added that Chief Feichtner has been filling in as a paramedic. She stated that the



ALS addition is working well but the goal is mind is that eventually, they will have to hire additional full time personnel.

Treasurer Dubre moved to adopt the 2022 Salaries as outlined in Supervisor Moreau's December 2, 2021 memo noting the two changes, the Fire Chief salary is meant to be \$93,500 as discussed and the Fire Department Captain Medic is meant to be \$73,300 for 2022 and all other salaries as outlined in the chart provided. Supported by Trustee Whitley. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad and Whitley; No: none; absent: none. The motion carried by a 7 to 0 vote.

Supervisor Moreau moved to adopt the 2022 Springfield Township Fire Department pay rates and pay types per the chart presented with a change to the Fire Chief's rate to be reflected at \$93,500 and the holiday pay noted currently under shift pay be a new notation for holiday pay that adds the holidays of New Year's Eve starting at 6:00 pm, New Year's Day, Memorial Day, Labor Day and Christmas Eve to the list of holidays and that the time and a half pay rate applied to both shift pay and paid call for times beginning during those shifts. Supported by Trustee Vallad. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad and Whitley; No: none; absent: none. The motion carried by a 7 to 0 vote.

Trustee Whitley moved that the following salary schedule be adopted for the year 2022 for the elected positions: Supervisor, \$88,500; Clerk, \$78,200; Treasurer, \$78,200; Trustees, \$3100 annually and \$135.00 per meeting. Supported by Trustee Hopper. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad and Whitley; No: none; absent: none. The motion carried by a 7 to 0 vote.

9. Adopt budget amendments; as needed – General Fund, Fire Fund, Parks & Recreation

Supervisor Moreau summarized the budget amendments proposed for the 2021 budget. She noted that the amendments to the Parks & Recreation budget was presented to and approved by the Park Commission.

Treasurer Dubre moved to adopt the budget amendments for the 2021 Parks and Recreation Fund as outlined in Director Richmond's memo dated November 16, 2021 with revenue to stay the same at \$627,600 and expenditures new total at \$677,650. Supported by Board member Vallad. Vote on the motion. Yes: Dubre,

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

Treasurer Dubre moved to adopt the budget amendments for the 2021 General Fund as outlined in Supervisor Moreau's memo dated December 6, 2021 with revenue at \$2,205,150 and expenditures at \$3,796,250. The 2021 Fire Fund Budget with revenue at \$2,288,650 and expenditures at \$3,984,600. The 2021 Building Department Fund with revenues at \$171,300 and expenditures at \$207,500. Supported by Board member Whitley. Vote on the motion. Yes: Dubre, Hopper, Miller, Moreau, Pliska, Vallad and Whitley; No: none; absent: none. The motion carried by a 7 to 0 vote.

PUBLIC COMMENT:

Supervisor Moreau thanked Clerk Miller for leading a food drive for Neighbor for Neighbor and thanked Mrs. Whitley for her contributions.

Clerk Miller stated that he will be delivering all items to Neighbor for Neighbor on Monday.

Adjournment:

Hearing no other business, Supervisor Moreau adjourned the Board meeting at 10:14 pm.

Laura Moreau, Supervisor

Sean R. Miller, Clerk



RESOLUTION

2021-17

RESOLUTION TO ADOPT THE NORTH OAKLAND HOUSEHOLD HAZARDOUS WASTE CONSORTIUM AGREEMENT

WHEREAS, the northern cities, villages, and townships in Oakland County are committed to protection of the natural environment and preventing toxic materials from entering our waterways and landfill resources; and

WHEREAS, the improper handling and disposal of toxic and poisonous household chemicals poses a health risk to our citizens; and

WHEREAS, recognizing there is a need to provide regular and easily accessible household hazardous waste collection services to North Oakland County residents; and

WHEREAS, collection events for household hazardous waste have become widely accepted as the best way to provide citizens with a safe method of disposal of these toxic and poisonous household chemicals, and for the communities to realize the economies of scale, and

WHEREAS, Oakland County, through its Waste Resource Management Division, has joined these northern Oakland County communities in creating the North Oakland Household Hazardous Waste Consortium (NO HAZ), and

WHEREAS, the NO HAZ Consortium has developed a household hazardous waste collection program, and

WHEREAS, a NO HAZ Interlocal Agreement has been drafted to address necessary legal, liability, and responsibility issues for both the County and the participating communities, and identifies Oakland County's role in administering and managing the NO HAZ program, and,

WHEREAS, the NO HAZ Interlocal agreement establishes a NO HAZ advisory board to assist and advise Oakland County in the development of the NO HAZ program.

NOW, THEREFORE, BE IT RESOLVED: That our community, Springfield Township, hereby approves the attached NO HAZ Interlocal Agreement and authorizes the Supervisor to sign the agreement and,

BE IT FURTHER RESOLVED: That we will charge residents \$10 to participate in NO HAZ events in 2022 and,

BE IT FURTHER RESOLVED: That we hereby appoint Jamie Dubre as our official representative to the NO HAZ Advisory Board, to work with the Oakland County Waste Resource Management Division as needed to plan the NO HAZ program for 2022.

Upon a call of the roll, the vote:

Yes: DUBRE, HOPPER, MILLER, MOREAU, PLISKA, VALLAD, WHITLEY

No: NONE

Absent: NONE

RESOLUTION DECLARED ADOPTED

I, Sean R. Miller, the duly qualified and elected Clerk of Springfield Charter Township, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted at a Regular Meeting of the Springfield Township Board of Trustees held on December 9, 2021, the original of which is on file in my office.

CHARTER TOWNSHIP OF SPRINGFIELD



SEAN R. MILLER, Clerk

REGULAR MEETING**December 9, 2021**

Township of Springfield

Sean R. Miller, Clerk

BILLS PRESENTED FOR PAYMENT:**GENERAL FUND**

Vendor	Invoice Line Desc	Amount
QUILL CORPORATION	OFFICE SUPPLIES	\$ 222.88
SEAN MILLER	CONFERENCES-DUES-ETC	\$ 35.00
IMPRESSIVE PRINTING & PROMOTIO	POSTAGE - TAX BILL EXP.	\$ 1,846.48
MMTA	CONFERENCES-DUES-ETC	\$ 75.00
JAMIE DUBRE	MILEAGE ALLOWANCE	\$ 216.72
ALL-N-ONE LAWN CARE	REPAIRS & MAINT. / 700 BROADWAY	\$ 170.00
CONSUMERS ENERGY	REPAIRS & MAINT. / 700 BROADWAY	\$ 116.87
DTE ENERGY	REPAIRS & MAINT. / 700 BROADWAY	\$ 46.06
TECHNOLOGY SOLUTIONS COMPLETE, LLC	COMPUTER SERVICE & MAINTENANCE	\$ 191.84
ESRI	COMPUTER LICENSE & SUPPORT	\$ 1,000.00
BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	\$ 9,350.80
AMERICAN WATER	OPERATING SUPPLIES	\$ 39.00
AT&T	TELEPHONE	\$ 188.33
ZULTYS, INC	TELEPHONE	\$ 1,198.07
A-C TIRE	REPAIRS & MAINTENANCE-TWP. TRUCKS	\$ 416.06
A-C TIRE	REPAIRS & MAINTENANCE-TWP. TRUCKS	\$ 118.39
A-C TIRE	REPAIRS & MAINTENANCE-TWP. TRUCKS	\$ 98.51
GREAT LAKES ACE	MAINTENANCE SUPPLIES-CIVIC CENTER	\$ 46.25
ADT COMMERCIAL	CONSULTANTS/CONTRACT-CIVIC CTR.	\$ 59.90
GFL ENVIRONMENTAL	CONSULTANTS/CONTRACT-CIVIC CTR.	\$ 57.98
MICHIGAN MECHANICAL VENTURES	CONSULTANTS/CONTRACT-CIVIC CTR.	\$ 1,728.00
SCHINDLER ELEVATOR CORPORATION	CONSULTANTS/CONTRACT-CIVIC CTR.	\$ 602.96
CLEAN TEAM, INC	CUSTODIAL SERVICES	\$ 1,772.80
ALL-N-ONE LAWN CARE	SNOW REMOVAL	\$ 565.50
WEINGARTZ	SNOW REMOVAL	\$ 375.17
WEINGARTZ	LAWN & GROUND KEEPING	\$ 10.99
CONSUMERS ENERGY	HEAT	\$ 1,081.22
STANLEY ACCESS TECH LLC	REPAIRS	\$ 290.00
CONSUMERS ENERGY	STREET LIGHTING	\$ 24.82
DTE ENERGY	STREET LIGHTING	\$ 2,983.55
GORDON EXCAVATING	CONTRACTUAL SERVICES	\$ 2,800.00
VERIZON WIRELESS	MOBILE COMMUNICATIONS	\$ 80.02
TOTAL		\$ 27,809.17

BILLS PRESENTED FOR PAYMENT:**FIRE FUND**

Vendor	Inv. Line Desc	Amount
STAR EMS	FIRE RUNS	\$ (48.43)
CONSUMERS ENERGY	HEAT #1	\$ 315.29
ACE HARDWARE OF CLARKSTON	REPAIRS & MAINTENANCE #1	\$ 2.69
ACE HARDWARE OF CLARKSTON	REPAIRS & MAINTENANCE #1	\$ 7.17
DON'S ELECTRIC	REPAIRS & MAINTENANCE #1	\$ 500.00
WEINGARTZ	REPAIRS & MAINTENANCE #1	\$ 29.50
MAURER'S TEXTILE RENTAL	OPERATING SUPPLIES #2	\$ 58.66
ALL-N-ONE LAWN CARE	REPAIRS & MAINTENANCE #2	\$ 375.00
CONSUMERS ENERGY	HEAT#3	\$ 231.00
DON'S ELECTRIC	REPAIRS & MAINTENANCE # 3	\$ 500.00
OVERHEAD DOOR WEST COMMERCIAL	REPAIRS & MAINTENANCE # 3	\$ 200.00
WEINGARTZ	REPAIRS & MAINTENANCE # 3	\$ 29.50

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BLUE CARE NETWORK OF MICHIGAN	HOSPITALIZATION	\$	1,792.25
KEVIN FORTIN	UNIFORMS	\$	107.00
NYE UNIFORM	UNIFORMS	\$	101.00
NYE UNIFORM	UNIFORMS	\$	64.50
NYE UNIFORM	UNIFORMS	\$	179.50
NYE UNIFORM	UNIFORMS	\$	75.35
STAR EMS	COURT/COLLECTION FEES	\$	80.36
ZULTYS, INC	TELEPHONE & INTERNET	\$	594.08
MATT STRICKLAND (REIMB)	COMPUTER EQUIPMENT & LICENSING	\$	28.61
BEV'S CANVAS COVERS	MEDICAL SUPPLIES	\$	400.00
BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$	119.28
BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$	74.24
BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$	84.99
BOUND TREE MEDICAL	MEDICAL SUPPLIES	\$	273.80
ACE HARDWARE OF CLARKSTON	TRUCK REPAIR AND MAINTENANCE	\$	391.37
CALYPSO SIGNS LLC	TRUCK REPAIR AND MAINTENANCE	\$	545.00
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	\$	174.46
PREMIER SAFETY	TRUCK REPAIR AND MAINTENANCE	\$	220.00
R&R FIRE TRUCK REPAIR, INC	TRUCK REPAIR AND MAINTENANCE	\$	575.83
APOLLO FIRE APPARATUS REPAIR	EQUIPMENT MAINTENANCE	\$	329.05
APOLLO FIRE APPARATUS REPAIR	EQUIPMENT MAINTENANCE	\$	357.72
TOTAL		\$	8,768.77

BILLS PRESENTED FOR PAYMENT:**POLICE FUND**

Vendor	Inv. Line Desc	Amount
None		\$ -
TOTAL		\$ -

BILLS PRESENTED FOR PAYMENT:**CABLE FUND**

Vendor	Inv. Line Desc	Amount
GENERAL FUND	OFFICE RENT	\$ 900.00
GENERAL FUND	SUPPORT SERVICES	\$ 2,800.00
COMCAST	MISCELLANEOUS	\$ 293.35
TOTAL		\$ 3,993.35

BILLS PRESENTED FOR PAYMENT:**BUILDING FUND**

Vendor	Inv. Line Desc	Amount
JEFF SHAFER	BUILDING INSPECTOR (CONTRACTUAL)	\$ 1,530.00
JEFF SPENCER	BUILDING INSPECTOR (CONTRACTUAL)	\$ 45.00
DOUG WEAVER	ELECTRICAL INSPECTOR(CONTRACTUAL)	\$ 692.90
RON SHELTON	ELECTRICAL INSPECTOR(CONTRACTUAL)	\$ 1,296.75
MERLE WEST	PLUMBING INSPECTOR (CONTRACTUAL)	\$ 686.40
MERLE WEST	MECHANICAL INSPECTOR (CONTRACTUAL)	\$ 1,018.88
GENERAL FUND	FACILITY RENT & UTILITIES	\$ 1,500.00
GENERAL FUND	RECEIPTING, ACCOUNTING & PAYROLL	\$ 2,000.00
TOTAL		\$ 8,769.93

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BILLS PRESENTED FOR PAYMENT:

LAKE IMPROVEMENT FUND

Vendor	Invoice Line Desc	Amount
KIESER & ASSOCIATES	CONTR. SERVICES-BIG LAKE	\$ 2,056.93
KIESER & ASSOCIATES	CONTR. SERVICES-BIG LAKE	\$ 3,116.70
DTE - WAUMEGAH	CONTR. SERVICES-WAUMEGAH-WEED	\$ 867.34
TOTAL		\$ 6,040.97

GRAND TOTAL **\$ 55,382.19**

Additional Disbursements
Invoice Entry Dates 11/9/2021-11/30/2021
For Approval at December 9, 2021

GENERAL FUND

Vendor	Inv. Line Desc	Chk Date	Amount
ALL-N-ONE LAWN CARE	ENFORCEMENT EXPENSE	11/15/21	\$ 140.00
			<u>\$ 140.00</u>
CHASE CARD SERVICES - PARKS	OFFICE SUPPLIES	11/15/21	\$ 199.98
			<u>\$ 199.98</u>
21ST CENTURY MEDIA - MICHIGAN	PRINTING & PUBLISHING	11/30/21	\$ 103.82
21ST CENTURY MEDIA - MICHIGAN	CDBG EXPENSE	11/30/21	\$ 111.51
21ST CENTURY MEDIA - MICHIGAN	PRINTING & PUBLISHING	11/30/21	\$ 167.86
21ST CENTURY MEDIA - MICHIGAN	PRINTING & PUBLISHING-P.C.	11/30/21	\$ 329.55
			<u>\$ 712.74</u>
ADKISON, NEED, ALLEN & RENTROP PLLC	ATTORNEY FEES	11/30/21	\$ 1,713.33
ADKISON, NEED, ALLEN & RENTROP PLLC	MILL POND DAM LITIGATION	11/30/21	\$ 26.00
			<u>\$ 1,739.33</u>
ANDERSON, ECKSTEIN & WESTRICK, INC.	CONSULTING ENGINEERS	11/30/21	\$ 365.00
ANDERSON, ECKSTEIN & WESTRICK, INC.	PLAN REVIEW FEES	11/30/21	\$ 3,006.20
			<u>\$ 3,371.20</u>
ARBOR INSPECTION SERVICES, LLC	CONSULTANTS/CONTRACT-CIVIC CTR.	11/30/21	\$ 1,328.40
			<u>\$ 1,328.40</u>
BASIC	FSA ADMIN FEES	11/30/21	\$ 50.00
			<u>\$ 50.00</u>
CARDMEMBER SERVICE	COMPUTER LICENSE & SUPPORT	11/30/21	\$ 42.40
CARDMEMBER SERVICE	COMPUTER EQUIPMENT	11/30/21	\$ 47.97
CARDMEMBER SERVICE	REPAIRS & MAINTENANCE-TWP. TRUCKS	11/30/21	\$ 102.89
CARDMEMBER SERVICE	MAINTENANCE SUPPLIES-CIVIC CENTER	11/30/21	\$ 492.08
			<u>\$ 685.34</u>
CARLISLE/WORTMAN ASSOCIATES	PLANNER	11/30/21	\$ 1,315.00
CARLISLE/WORTMAN ASSOCIATES	MASTER/STRATEGIC PLAN	11/30/21	\$ 2,622.50
			<u>\$ 3,937.50</u>
CLARKSTON PAPER	MAINTENENCE SUPPLIES-CIVIC CENTER	11/30/21	\$ 93.95
			<u>\$ 93.95</u>
CLINTON RIVER WATERSHED COUNC.	DUES & SUBSCRIPTIONS	11/30/21	\$ 250.00
			<u>\$ 250.00</u>
DTE ENERGY	ELECTRIC	11/30/21	\$ 991.57
			<u>\$ 991.57</u>
ERIN A. MATTICE	RECORDING SECY. SERVICES	11/30/21	\$ 180.00
			<u>\$ 180.00</u>

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ERIN MATTICE	MILEAGE ALLOWANCE	11/30/21	\$ 80.64
			<u>\$ 80.64</u>
GFL ENVIRONMENTAL	CONSULTANTS/CONTRACT-CIVIC CTR.	11/30/21	\$ 55.18
			<u>\$ 55.18</u>
HOLLY AREA CHAMBER OF COMMERCE	DUES & SUBSCRIPTIONS	11/30/21	\$ 150.00
			<u>\$ 150.00</u>
IMPRESSIVE PRINTING & PROMOTIO	OFFICE SUPPLIES	11/30/21	\$ 132.00
			<u>\$ 132.00</u>
KERTON LUMBER CO	MAINTENANCE SUPPLIES-CIVIC CENTER	11/30/21	\$ 65.54
KERTON LUMBER CO	SNOW REMOVAL	11/30/21	\$ 56.91
			<u>\$ 122.45</u>
MARK'S HOMES INC.	BUILDING & GROUNDS-CAPITAL OUTLAY	11/30/21	\$ 3,651.25
			<u>\$ 3,651.25</u>
MAURER'S TEXTILE RENTAL	CUSTODIAL SERVICES	11/30/21	\$ 87.65
			<u>\$ 87.65</u>
MICHIGAN ASSOC. OF	CONFERENCES-DUES-ETC	11/30/21	\$ 60.00
			<u>\$ 60.00</u>
OAKLAND COUNTY TREAS. ASSOC.	CONFERENCES-DUES-ETC	11/30/21	\$ 35.00
			<u>\$ 35.00</u>
OAKLAND COUNTY TREAS. ASSOC.	CONFERENCES-DUES-ETC	11/30/21	\$ 20.00
			<u>\$ 20.00</u>
PETTY CASH -JAMIE DUBRE	REPAIRS & MAINTENANCE-TWP. TRUCKS	11/30/21	\$ 12.00
PETTY CASH -JAMIE DUBRE	MISCELLANEOUS	11/30/21	\$ 20.00
			<u>\$ 32.00</u>
QUILL CORPORATION	OFFICE SUPPLIES	11/30/21	\$ 10.99
			<u>\$ 10.99</u>
ROAD COMM. FOR OAKLAND COUNTY	GAS, OIL - TWP. TRUCKS	11/30/21	\$ 207.53
ROAD COMM. FOR OAKLAND COUNTY	STREET LIGHTING	11/30/21	\$ 205.54
			<u>\$ 413.07</u>
SIX RIVERS LAND CONSERVANCY	CONTRACTUAL SERVICES	11/30/21	\$ 779.00
			<u>\$ 779.00</u>
STATE OF MICHIGAN	CONFERENCES-DUES-ETC	11/30/21	\$ 175.00
			<u>\$ 175.00</u>

Additional Disbursements
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UNUM LIFE INSURANCE	LIFE INSURANCE	11/30/21	\$	42.14
UNUM LIFE INSURANCE	DISABILITY INSURANCE	11/30/21	\$	82.19
UNUM LIFE INSURANCE	LIFE INSURANCE	11/30/21	\$	17.20
UNUM LIFE INSURANCE	DISABILITY INSURANCE	11/30/21	\$	25.07
UNUM LIFE INSURANCE	LIFE INSURANCE	11/30/21	\$	60.63
UNUM LIFE INSURANCE	DISABILITY INSURANCE	11/30/21	\$	106.82
UNUM LIFE INSURANCE	LIFE INSURANCE	11/30/21	\$	59.34
UNUM LIFE INSURANCE	DISABILITY INSURANCE	11/30/21	\$	104.69
UNUM LIFE INSURANCE	LIFE INSURANCE	11/30/21	\$	18.28
UNUM LIFE INSURANCE	DISABILITY INSURANCE	11/30/21	\$	26.56
UNUM LIFE INSURANCE	LIFE INSURANCE	11/30/21	\$	18.92
UNUM LIFE INSURANCE	DISABILITY INSURANCE	11/30/21	\$	27.59
UNUM LIFE INSURANCE	LIFE INSURANCE	11/30/21	\$	21.50
UNUM LIFE INSURANCE	DISABILITY INSURANCE	11/30/21	\$	33.44
			\$	644.37
VERIZON WIRELESS	MOBILE COMMUNICATIONS	11/30/21	\$	46.09
VERIZON WIRELESS	MOBILE COMMUNICATIONS	11/30/21	\$	75.34
VERIZON WIRELESS	MOBILE COMMUNICATIONS	11/30/21	\$	450.98
VERIZON WIRELESS	MOBILE COMMUNICATIONS	11/30/21	\$	51.09
VERIZON WIRELESS	MOBILE COMMUNICATIONS	11/30/21	\$	84.01
VERIZON WIRELESS	MOBILE COMMUNICATIONS	11/30/21	\$	108.44
			\$	815.95
			TOTAL	\$ 20,944.56

FIRE FUND

Vendor	Inv. Line Desc	Chk Date	Amount
COMCAST	TELEPHONE & INTERNET	11/15/21	\$ 138.35
			\$ 138.35
APOLLO FIRE APPARATUS REPAIR	TRUCK REPAIR AND MAINTENANCE	11/30/21	\$ 174.55
			\$ 174.55
APOLLO FIRE EQUIPMENT CO	TURN OUT GEAR	11/30/21	\$ 168.56
			\$ 168.56
BOUND TREE MEDICAL	MEDICAL SUPPLIES	11/30/21	\$ 332.06
			\$ 332.06
CARDMEMBER SERVICE	REPAIRS & MAINTENANCE #1	11/30/21	\$ 273.92
CARDMEMBER SERVICE	CERTIFICATION & LICENSE	11/30/21	\$ 200.00
CARDMEMBER SERVICE	FIRE PREVENTION	11/30/21	\$ 130.94
CARDMEMBER SERVICE	COMPUTER EQUIPMENT & LICENSING	11/30/21	\$ 39.66
CARDMEMBER SERVICE	OTHER EQUIP PURCH-UNDER \$10,000	11/30/21	\$ 455.96
CARDMEMBER SERVICE	MEDICAL SUPPLIES	11/30/21	\$ 171.93
CARDMEMBER SERVICE	TRUCK REPAIR AND MAINTENANCE	11/30/21	\$ 457.87
			\$ 1,730.28

Additional Disbursements
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COFFEE BREAK, INC.	MISCELLANEOUS	11/30/21	\$ 90.25
			<u>\$ 90.25</u>
COMCAST	TELEPHONE & INTERNET	11/30/21	\$ 297.99
			<u>\$ 297.99</u>
COMMUNITY DISPOSAL	CONTRACTUAL SERVICES-CUSTODIAN #2	11/30/21	\$ 51.00
			<u>\$ 51.00</u>
CONSUMERS ENERGY	HEAT #2	11/30/21	\$ 107.78
			<u>\$ 107.78</u>
DIGICOM GLOBAL INC.	RADIO MAINTENANCE	11/30/21	\$ 136.50
			<u>\$ 136.50</u>
DTE ENERGY	ELECTRIC #1	11/30/21	\$ 180.41
DTE ENERGY	ELECTRIC #2	11/30/21	\$ 498.05
			<u>\$ 678.46</u>
GENERAL FUND	COMPUTER EQUIPMENT & LICENSING	11/30/21	\$ 1,605.12
			<u>\$ 1,605.12</u>
HOLLY AUTOMOTIVE SUPPLY INC	TRUCK REPAIR AND MAINTENANCE	11/30/21	\$ 24.90
			<u>\$ 24.90</u>
KIRK J LINDAHL	REPAIRS & MAINTENANCE # 3	11/30/21	\$ 2,680.00
			<u>\$ 2,680.00</u>
MARK'S HOMES INC.	REPAIRS & MAINTENANCE #2	11/30/21	\$ 325.00
			<u>\$ 325.00</u>
MICHIGAN STATE FIREMEN'S ASSOC	DUES & SUBSCRIPTIONS	11/30/21	\$ 75.00
			<u>\$ 75.00</u>
NORRIS WALLS	UNIFORMS	11/30/21	\$ 144.00
			<u>\$ 144.00</u>
NYE UNIFORM	UNIFORMS	11/30/21	\$ 638.70
			<u>\$ 638.70</u>
PATRIOT FIRE EXTINGUISHERS LLC	EQUIPMENT MAINTENANCE	11/30/21	\$ 746.45
			<u>\$ 746.45</u>
POMP'S TIRE-FLINT	TRUCK REPAIR AND MAINTENANCE	11/30/21	\$ 614.76
			<u>\$ 614.76</u>
PREMIER SAFETY	OTHER EQUIP PURCH-UNDER \$10,000	11/30/21	\$ 820.03
			<u>\$ 820.03</u>

Additional Disbursements
Invoice Entry Dates 11/9/2021-11/30/2021
For Approval at December 9, 2021

ROAD COMM. FOR OAKLAND COUNTY	GAS & OIL	11/30/21	\$ 2,001.02
			<u>\$ 2,001.02</u>
RYAN HART	MILEAGE ALLOWANCE	11/30/21	\$ 278.32
RYAN HART	MISCELLANEOUS	11/30/21	\$ 38.11
			<u>\$ 316.43</u>
SAM BROWN SALES COMPANY	TRUCK REPAIR AND MAINTENANCE	11/30/21	\$ 138.90
			<u>\$ 138.90</u>
STACEY WALLS	UNIFORMS	11/30/21	\$ 79.00
			<u>\$ 79.00</u>
UNUM LIFE INSURANCE	LIFE INS/PROVIDENT INS	11/30/21	\$ 85.14
UNUM LIFE INSURANCE	DISABILITY INSURANCE	11/30/21	\$ 163.38
			<u>\$ 248.52</u>
VERIZON WIRELESS	TELEPHONE & INTERNET	11/30/21	\$ 120.03
			<u>\$ 120.03</u>
WATERWAY OF MICHIGAN, LLC	EQUIPMENT MAINTENANCE	11/30/21	\$ 5,347.99
			<u>\$ 5,347.99</u>
WITMER PUBLIC SAFETY GROUP, IN	TURN OUT GEAR	11/30/21	\$ 19.76
			<u>\$ 19.76</u>
TOTAL			<u>\$ 19,851.39</u>

CABLE FUND

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

POLICE FUND

Vendor	Inv. Line Desc	Chk Date	Amount
ADKISON, NEED, ALLEN & RENTROP PLLC	LEGAL FEES	11/30/21	\$ 1,378.00
			<u>\$ 1,378.00</u>
TOTAL			<u>\$ 1,378.00</u>

Additional Disbursements
Invoice Entry Dates 11/9/2021-11/30/2021
For Approval at December 9, 2021

BUILDING FUND

Vendor	Inv. Line Desc	Chk Date	Amount
BELFOR PROPERTY RESTORATION	DANGEROUS BLDGS & SPECIAL ADMIN	11/15/21	\$ 9,126.00
			<u>\$ 9,126.00</u>
CARLISLE/WORTMAN ASSOCIATES	ADMINISTRATION & INSPECTIONS	11/30/21	\$ 2,500.00
CARLISLE/WORTMAN ASSOCIATES	PERMIT CONTRACTUAL FEES	11/30/21	\$ 1,801.80
CARLISLE/WORTMAN ASSOCIATES	PLAN REVIEW	11/30/21	\$ 2,079.20
			<u>\$ 6,381.00</u>
TOTAL			\$ 15,507.00

LAKE IMPROVEMENT FUND

Vendor	Inv. Line Desc	Chk Date	Amount
CARDNO INC.	CONTR. SERVICES-ELIZA LAKE	11/30/21	\$ 2,500.00
			<u>\$ 2,500.00</u>
OAKLAND COUNTY WATER RESOURCES COMM	CONTR. SERVICES-DIXIE LAKE	11/30/21	\$ 305.00
			<u>\$ 305.00</u>
TOTAL			\$ 2,805.00

SOFTWATER LAKE IMPROVEMENT FUND

Vendor	Inv. Line Desc	Chk Date	Amount
STATE OF MICHIGAN - misc	CONTR. SERV. -SOFTWATER LK. IMP.	11/30/21	\$ 400.00
			<u>\$ 400.00</u>
TOTAL			\$ 400.00

GRAND TOTAL \$ 60,885.95