NORTHFIELD TOWNSHIP BOARD AGENDA
December 9, 2014 - - 6:15 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)(e) – To receive a written attorney-client privileged communication.

BOARD MEMBER COMMENTS
ADJOURNMENT

Regular Business Meeting Begins at 7:00 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
December 9, 2014 - - 7:00 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
BOARD MEMBER COMMENTS
CORRESPONDENCE AND ANNOUNCEMENTS

REPORTS/UPDATES

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

PRESENTATION

1. Light Fixture Replacement for Cost Savings

AGENDA ITEMS

1. MTT Case: Mary L. Wolowiec Living Trust vs. Northfield Township
2. Meals on Wheels Contract
3. Codification Ordinance
4. 2015 Board Meeting Schedule
5. 2015 Holiday Schedule
6. Consider Conditional Use for AT&T Cell Tower
7. People's Express Contract
8. ZBA, and Planning Commission Appointments & Re-Appointments
9. Board of Review Resignations

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
December 9, 2014

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 of November 11 and 25, 2014**
- **Bills**

▶ **Motion:** Engstrom moved, Thomas supported, that the items in the consent agenda be approved as presented. **Motion carried 6—0 on a voice vote.**

ADOPT BALANCE OF AGENDA

Engstrom asked that the Meals on Wheels Contract be discussed prior to Reports, and that the Sewer Capacity Inventory be added as item 10.

▶ **Motion:** Engstrom moved, Thomas supported, that the balance of the agenda be adopted as amended. **Motion carried 6—0 on a voice vote.**

FIRST CALL TO THE PUBLIC

No comments.

BOARD MEMBER COMMENTS

Otto read a statement concerning the request by Biltmore Development for an amendment to the Township Master Plan. She said noted that comments from the public have been heard and are being considered, summarized steps taken to date and future steps required by law, commented on the interpretation of information by some members of the public, and said the process has been transparent and Manager Fink's involvement has been to do what the Township hired him to do regarding economic development.

REPORTS

Department Heads

Township Manager. Fink referred to his report and noted that the DDA public hearing noticed for this meeting had been canceled and will be renoticed in the future.

Senior Center. Averill referred to her written report and noted that at least 60 people had arrived for *Dinner with Santa* before she left the Center to come to this meeting.

AGENDA ITEMS

2.
Meals on Wheels Contract

Attorney Burns said the indemnification clause in the contract will be replaced with a clause from the Township and Meals on Wheels will be named as an additional insured on the Township's policy.

Otto suggested that the Township provide $3,000 from the general fund to assist with administrative costs for the program to be used at Averill's discretion.

▶ **Motion:** Otto moved, Thomas supported, that the Meals on Wheels Contract be approved with the indemnification clause being deleted and the Township's own clause being inserted, and Meals on Wheels being named as an additional insured on the Township's policy, and that Averill be given approval to make line item changes within the budget at her discretion. **Motion carried 6—0 on a voice vote.**

▶ **Motion:** Otto moved, Thomas supported, that the Township provide $3,000 from the general fund to assist with administrative costs for the Meals on Wheels program. **Motion carried 6—0 on a voice vote.**

REPORTS cont.

Fire. Wagner read the report summary for November. In answer to a question from Chick, He explained that the major effect on ISO insurance ratings is the Township's lack of public water system, but credit can also be given for Fire Department practices, so they have been working on making improvements in those areas where possible, including mutual aid, equipment, and dispatch before the Township is re-rated in the near future.

Otto congratulated the Township on receiving a $5,000 grant for wild land firefighting personal protective gear.

Police. Lt. Greene read the November report summary.

▶ **Motion:** Chick moved, Otto supported, that the purchase of three evidence lockers and shelving for the property room at a total cost of $27,400, funds to come from the federal forfeiture fund.
Motion carried 6—0 on a voice vote.

Wastewater Treatment Plant. Hardesty referred to his written report.

▶ **Motion:** Chick moved, Otto supported, that the purchase and installation of a return pump by Midwest Power, to include a 10% contingency fund, at a total cost not to exceed to $17,420, to come from the Wastewater Treatment Plan fund
Motion carried 6—0 on a voice vote.

Hardesty referred to his estimates for the Assets Management Timeline. Brian Rubel of Tetra Tech said he hopes these expenses can be spread out over a longer time period (8 years), but the four year timeline as proposed is what he expects will be approved.

▶ **Motion:** Otto moved, Chick supported, that the Northfield Township Assets Management Timeline from 2015 to 2018 be approved.
Motion carried 6—0 on a voice vote.

Fink said next steps will be determining the details of the first contract for eventual approval by the Board.

Other

Financial. Braun referred to the Revenue and Expenditures reports.

DDA. Has not met since the last Board meeting.

Planning Commission. Has not met since the last Board meeting.

Parks and Recreation. No report.

Township Manager. Fink referred to his written report.

PRESENTATION:
Light Fixture Replacement for Cost Savings

Chief Wagner explained that the project report proposes to replace all light fixtures in the Public Safety Building with LED lights and some sensors to control them. He said one funding option is the Public Safety Building Repairs and Maintenance fund balance which had a $55,000 fund balance at the beginning of the fiscal year.

Firefighter Shaun Barrows said the cost of this replacement program will likely be recovered faster than indicated in the proposal for a variety of reasons, maintenance costs will be lowered because LEDs last much longer, and LED lighting levels to not decline as much as the current metal halides. Julie Hill from Green Electrical Supply, said the proposed bulbs meet stringent standards, the proposed plan will also improve lighting levels in several important areas, and the sensors will add to the utility costs. Wagner said Green Oak is seeing savings from a similar replacement program.

It was agreed that a contract should be prepared for the Board to vote on at the next meeting.

AGENDA ITEMS

1.
Michigan Tax Tribunal Case:
Mary Wolowiec Living Trust vs. Northfield Township

▶ **Motion:** Engstrom moved, Chick supported, that the settlement in Michigan Tax Tribunal case No. 4-005631 be approved in the amount of $142,500.
Motion carried 6—0 on a voice vote.

2.
Meals on Wheels Contract

Discussed earlier.

3.
Codification Ordinance

▶ **Motion:** Engstrom moved, Thomas supported, adoption of Ordinance No. 14-33 An Ordinance Adopting and Enacting a New Code for the Township of Northfield, Washtenaw County, Michigan; Providing for the Repeal of Certain Ordinances not included therein; Providing a Penalty for the Violation thereof; Providing for the Manner of Amending such Code; and Providing when such Code and this Ordinance shall become effect. **Motion carried 6—0 on a voice vote.**

4.
2015 Board Meeting Schedule

▶ **Motion:** Engstrom moved, Chick supported, that the 2015 Northfield Township Board Meeting dates be approved as presented.
Motion carried 6—0 on a voice vote.

5.
2015 Holiday Schedule

▶ **Motion:** Engstrom moved, Otto supported, that the Northfield Township Holiday Schedule be approved as presented. **Motion carried 6—0 on a voice vote.**

6.
Conditional Use Permit for AT&T Cellular Tower

▶ **Motion:** Engstrom moved, Chick supported, that the Conditional use Permit for the AT&T Cellular Tower at 6741 Sutton Road, Case JZB1400004, Parcel 02-22-400-001, be approved with the following conditions:

1) The applicant provide an environmental impact statement.
2) Provision of an affidavit stating other carriers will be allowed to co-locate on this tower.
3) Provision of an application for full site plan review.

Westover said she will abstain from voting because she is an AT&T Wireless employee.

Motion carried 5—0--1 on a voice vote, Westover abstaining.

7.
People's Express Contract

Lenore Zelenock appeared for People's Express.

- **Motion:** Otto moved, Thomas supported, that the contract with People's Express for the amount of $10,000 be approved. **Motion carried 5—1 on a voice vote, Engstrom opposed.**

10.
Tetra Tech:

Sewer Capacity Inventory

Brian Rubel of Tetra Tech said the scope of this project was developed since the Board last discussed the project, and it would fit within a larger plan to be developed later. Fink said this would work that would be required as part of the Asset Management Plan, so some of this expense could come back to the Township through the Department of Environmental Quality's Stormwater, Asset Management and Wastewater (SAW). He noted that this concentrates on sewer capacity, but includes the option for including sizing of a basin. Engstrom suggested asking Biltmore Development to pay for part of this cost as part of their request for amendment of the Master Plan.

- **Motion:** Otto moved, Chick supported, that the proposal for the capacity inventory at an estimated cost of $24,900 not to be exceeded without prior written communication, and an additional fee to cover the evaluation of the storage basin which the Township requires in the amount of $20,500. **Motion carried 6—0 on a voice vote.**

8.
Zoning Board of Appeals and Planning Commission Appointments and Reappointments

- **Motion:** Engstrom moved, Chick supported, that Marlene Chockley be reappointed to the Planning Commission for a term ending 12/31/17, effective immediately. **Motion carried 6—0 on a voice vote.**

- **Motion:** Engstrom moved, Chick supported, that Brad Cousino be reappointed to the Planning Commission for a term ending 12/31/2017, effective immediately. **Motion carried 6—0 on a voice vote.**

- **Motion:** Otto moved, Engstrom supported, that Doug DelFavero be reappointed to the Zoning Board of Appeals for a term ending 12/31/2017. **Motion carried 6—0 on a voice vote.**

- **Motion:** Otto moved, Chick supported, that Gary Wellings be reappointed as an alternate member of the Zoning Board of Appeals for a term ending 12/31/2017. **Motion carried 6—0 on a voice vote.**

- **Motion:** Otto moved, Chick supported, that Greg Kolicki be appointed to an open position on the Zoning Board of Appeals for a term ending 12/31/2017. **Motion carried 6—0 on a voice vote.**

9.
Board of Review Resignations and Appointment

- **Motion:** Engstrom moved, Chick supported, that the resignation of Bob Cameron from the Board of Review be accepted with regret as of 11/24/2015. **Motion carried 6—0 on a voice vote.**

- **Motion:** Engstrom moved, Chick supported, that the resignation of James Purrington from the Board of Review be accepted as with regret as of the end of his term on 12/13/2014. **Motion carried 6—0 on a voice vote.**

- **Motion:** Engstrom moved, Thomas supported, that the Terry Webb be appointed to the Board of Review for a two year term beginning 1/1/2015 through1/1/2017. **Motion carried 6—0 on a voice vote.**

10.
Tetra Tech:
Sewer Capacity Inventory

Discussed earlier.

SECOND CALL TO THE PUBLIC AND BOARD MEMBER COMMENTS

None.

ADJOURNMENT

- **Motion:** Engstrom moved, Thomas supported, that the meeting be adjourned. **Motion carried 6—0 on a voice vote.**

The meeting adjourned at 8:20 P.M.

Submitted by Lisa Lemble.

Corrections to the originally issued minutes are indicated as follows:
Wording removed is ~~stricken through~~;
Wording added is <u>underlined</u>.

Approved by the Township Board on January 13, 2015.

_____
Angela Westover, Clerk

Official minutes of all meetings are available at www.twp-northfield.org.

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CLOSED SESSION PER MCL 15.268(8)(e) – To receive a written attorney-client privileged communication.

BOARD MEMBER COMMENTS
ADJOURNMENT

Regular Business Meeting Begins at 7:00 pm

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PRESENTATION

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AGENDA ITEMS

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2nd CALL TO THE PUBLIC
BOARD MEMBER COMMENTS
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NORTHFIELD TOWNSHIP
Township Board
Minutes
November 11, 2014

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

Township Board:	
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
Planning Commission:	
Janet Chick	Present
Marlene Chockley	Present
Brad Cousino	Absent with notice
Kenneth Dignan	Present
Sam Iaquinto	Present
Larry Roman	Present
Mark Stanalajczo	Absent with notice

Also present:
Township Manager Howard Fink
Wastewater Treatment Plant Superintendent Tim Hardesty
Public Safety Director William Wagner
Community Center Director Tammy Averill
Township Attorney Paul Burns
Planning Consultant Laura Kreps, Carlisle-Wortman
Recording Secretary Lisa Lemble
Members of the community

CONSENT AGENDA:

- **Minutes of September 23rd special meeting and October 28th regular meeting**
- **Bills**

Dockett asked that minutes and bills be pulled for discussion. It was agreed to add these as agenda items 3 and 4.

ADOPT BALANCE OF AGENDA

Engstrom noted that the topic listed for discussion with the Planning Commission should be only Sewer Capacity Report (with "for Proposed Biltmore Development" stricken).

▶ **Motion:** Chick moved, Engstrom supported, that agenda be adopted as amended.
Motion carried 7—0 on a voice vote.

FIRST CALL TO THE PUBLIC

Biltmore Request to Amend Master Plan. Mary Devlin, 9211 Brookside, spoke in favor of development in the Township. Dale Brewer, 11548 East Shore Drive, said Biltmore is following the process required by State law.

The following people spoke in opposition to the Biltmore request to amend the Master Plan:

Ed Wojtys, 6235 Hellner Road
Susan Wienckowski, 5558 Hellner Road
Kitty Burkhart, 6187 Nollar Road
David Gordon, 5558 Hellner Road
Heidi Braun, 5510 Hellner Road
Robin Wojtys, 6235 Hellner Road
Mary Christianson, 409 East Shore Drive
Michael Galea, 6211 Hellner Road
Laura Wojtys, 6235 Helner Road
Craig Warburton, 450 W. Joy Road
Lenore Zelenock, 1440 Six Mile Road
Mike Cicchella, 7789 Sutton Road
Amy Grambeau, 5165 Hellner Road
Pete Misangy, 409 E. Shore Drive
Jeff Souza, 7641 Edmund Avenue
Jim Nelson, 7777 Sutton Road

Engstrom thanked Kim Phillips for sending a note to the Board.

REPORTS

Department Heads

Fire. Public Safety Director Wagner read the report summary. In answer to a question from Dockett, Wagner said he is pursuing grant funding.

Police. Public Safety Director Wagner read the report summary.

▶ **Motion:** Otto moved, Thomas supported, that the sale of Police Department vehicles—2005 Dodge Dakota, 2003 Ford Taurus, and a 2012 Ford Explorer—be approved. **Motion carried 7—0 on a voice vote.**

▶ **Motion:** Otto moved, Engstrom supported, that the Police Department request to purchase a new 2015 Chevy Tahoe from Champion Chevrolet at a cost of $34,534.10. **Motion carried 7—0 on a voice vote.**

▶ *Wastewater Treatment Plant.* Superintendent Hardesty referred to his written report. In answer to a question from Dockett, Hardesty said the sludge hauling contract went out for bids three years ago for a three year period.

Senior Center. Averill referred to her written report and said she and Fink will have more information about the Meals on Wheels proposal at the next meeting.

Other

Zoning Board of Appeals. Otto announced that Athena Trentin is moving out of state so is resigning in December. She asked that a search for a new member be opened up to the public. She noted that the ZBA is required to have one more Board meeting this year.

Otto also reported that a June variance applicant has asked for a discount on his ZBA fee. She noted that discounts are offered at February and August meetings.

▶ **Motion:** Otto moved, Dockett supported, that the Township Board apply a discount for Mr. Trim and give him a $500 discount on his Zoning Board of Appeals fee.

Dockett asked for a roll call vote. Thomas said he would abstain because he does not have enough information. Chick also recommended tabling this.

▶ **Motion:** Chick moved, Braun supported, that this request be tabled.
Motion carried 7—0 on a voice vote.

Planning Commission. Chick reported that six public hearings were held on November 5th for a request for cell phone tower and zoning ordinance amendments.

Parks and Recreation. Thomas referred to the Township Manager's report.

Township Manager. Fink referred to his written report and answered questions from Dockett.

AGENDA ITEMS

1.
Health Insurance

Fink said he is recommending that (a) the Board remove the hard caps (i.e. opt out of Act 152), (b) choose the Silver HSA and Bronze HSA, and (c) increase the health insurance pool by $40,000 to fund the HSAs. He said he cannot see another way to provide good insurance for employees and member of the Police Department, and without doing this some employees would have to pay $12,000/year for their insurance.

Jack Schmitz of Burnham & Flower Insurance Group said 90% of the Townships he works with are opting out of the hard caps. He noted that age banding is increasing the costs for Townships more than for other groups.

Dockett objected to spending more money on health insurance.

▶ **Motion:** Chick moved, Engstrom supported, that the Township opt out of Public Act 152. **Motion carried 6—1 on a voice vote, Dockett opposed.**

▶ **Motion:** Otto moved, Westover supported, that the HSA Silver PPO and HSA Bronze PPO insurance plans be approved. **Motion carried 6—1 on a voice vote, Dockett opposed.**

▶ **Motion:** Chick moved, Westover supported, that $40,000 be transferred from the general fund to fund the cost of health insurance for the Township staff and Police. **Motion carried 6—1 on a voice vote, Dockett opposed.**

▶ **Motion:** Otto moved, Engstrom supported, that the Silver HSA account be funded at minimum at $5,000 for a family, $3,300 for a couple, and $1,650 for an individual. **Motion carried 6—1 on a voice vote, Dockett opposed.**

▶ **Motion:** Otto moved, Engstrom supported, that the Bronze HSA account be funded at minimum at $6,550 for a family and 3550 for an individual. **Motion carried 6—1 on a voice vote, Dockett opposed.**

2.
Tax Tribunal Case: Mary L. Wolowiec Living Trust vs. Township of Northfield

▶ **Motion:** Engstrom moved, Chick supported, that the negotiated settlement in Tax Tribunal Case 14-005631 be approved. **Motion carried 7—0 on a voice vote.**

3.
Minutes

Dockett made two corrections to the minutes of the October 28th meeting.

▶ **Motion:** Chick moved, Engstrom supported, that the minutes of the regular Township Board meeting of October 28, 2014, be accepted as amended, and to dispense with the reading.
Motion carried 7—0 on a voice vote.

▶ **Motion:** Chick moved, Engstrom supported, that the minutes of the special Township Board meeting of September 23, 2014, be accepted as presented, and to dispense with the reading.
Motion carried 7—0 on a voice vote.

4.
Bills

Fink and Wagner answered questions from Dockett about several expenditures including a water heater for the Community Center, repair to a Fire Department utility vehicle, and purchase of uniforms

▶ **Motion:** Engstrom moved, Chick supported, that the bills be paid. **Motion carried 7—0 on a voice vote.**

JOINT SESSION WITH PLANNING COMMISSION: Sewer Capacity Report

Brian Rubel of Tetra Tech provided an overview of the current sewer system which currently operates at about 600,000 to 700,000 gallons/day, has a permit for discharge of up to 1.3 million gallons/day (for an average day)—which would allow for approximately 1900 additional residences—and has capacity to expand to 3 million gallons/day. He noted that during rains of several

inches upwards of 3 million gallons/day have been processed while meeting permit requirements.

Rubel noted that many sewer systems have storage tanks to hold overflow temporarily and that has been something the Township has wished to have for many years. He said it is difficult to tell how many additional homes could be added before a difference in flow would be noticeable, and while the system is not near a situation of creating an environmental problem, it is near the capacity where storm condition flows could be handled without adding a storage tank.

Dockett questioned what commitments the Township has for providing service to Green Oak Township and existing sewer districts. Rubel said he has seen only one document committing 250,000 gallons (740 REUs) to Green Oak. He said the issue of whether capacity is reserved for the North Territorial district is a Board decision.

In answer to a question from Iaquinto, Rubel said the cost of a sewer system expansion would be paid for only by those who use it through connection and use fees. Braun said no developer would pay for a sewer plant expansion, so the cost would have to come from a millage or the general fund.

Dignan said it is an embarrassment that the need identified 26 years ago for a storage tank has not been addressed. In answer to a question from Otto, Rubel said some communities order sewer studies every five years, while others may wait 15 years. He said if growth areas are identified they could be included in a master plan and a capital improvement plan.

There was more discussion about what the actual available capacity of the current system might be and whether capacity should be reserved for property owners in districts who have paid their frontage fees. Dignan said a vision for the community has been lacking, and the Township needs to make desired development more attractive to developers and be prepared to provide services when projects are proposed. Engstrom said developers are sometimes willing to pay for some of these costs.

Burns said the plant is regulated by the Department of Natural Resources and also by Livingston County court order as a result of an environmental protection lawsuit which limits expansion to 2.25 million gallons/day. He said the Township also has a legal obligation to fulfill requests for service from people in special assessment districts (SADs), so an inventory of those districts and all other areas potentially requesting services is needed, and the Township currently does not have that. He said lawsuits have resulted when governments have not been able to provide services for parcels that have paid in advance for it.

Rubel said preparation of an inventory would best be done jointly by him, Burns, and Hardesty. In answer to a question from Braun, Burns said the equalization basin discussed in a court order was never built, but that is what Rubel is suggesting needs to be provided. Dockett said many studies have been done, and if another is to be done there needs to be a commitment to carry through on the findings. Thomas said the Township has legal and moral obligations to people—including those in other Townships—to figure out what the situation is now.

Fink said he, Burns, Rubel, and Hardesty can develop a list of questions that have to be asked and bring that to the Board so a study can be ordered to find the answers. Rubel said within a month he can provide a very broad range of costs for that work.

SECOND CALL TO THE PUBLIC

Sewer Capacity/Study. Pete Misangy, 409 E. Shore Drive, said putting a storage basin right away makes sense and updating the last plan and coordinating it with the master plan is what residents want to see. David Gordon, 5558 Hellner Road, said he hopes the study the Board orders includes figures for the costs if subdivisions are allowed all the way down US-23. Amy Grambeau, 5165 Hellner Road, said including information about the financial problems encountered in Sylvan Township should be included. Udo Huff, 6451 Whitmore Lake Road, said the Board did not plan properly when it created the sewer district he is in.

BOARD MEMBER COMMENTS

Sewer Capacity/Study. Planning Commissioners and Board members agreed it was useful to have this discussion, but noted this is the very start of the project.

Biltmore Development. Iaquinto recalled that at the last joint Board/Commission meeting many people spoke in favor of the Biltmore Development. Chockley and Chick said all of the information the Board and Commission have is discussed at public meetings, nothing is being hidden, and no elected officials are courting Biltmore.

Election. Westover said turnout was excellent and thanked the volunteers and everyone who voted.

ADJOURNMENT

Engstrom adjourned the meeting at 10:18 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 _____, 2014.

_____
Angela Westover, Clerk

Official minutes of all meetings, as well as expanded notes, are available on the Township's website at http://www.twp-northfield.org/government/township_board_of_trustees/

NORTHFIELD TOWNSHIP
Township Board
Minutes
November 25, 2014

CALL TO ORDER

Clerk Westover

The meeting was called to order at 7:04 P.M. by ~~Supervisor Engstrom~~ at 8350 Main Street.

PLEDGE

Clerk Westover

~~Supervisor Engstrom~~ led those present in the Pledge of Allegiance.

ROLL CALL

Marilyn Engstrom, Supervisor	Absent with notice
Angela Westover, Clerk	Present
Kathy Braun, Treasurer	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present [left at 8:03 P.M.]
Jacki Otto, Trustee	Present
Tracy Thomas, Trustee	Present

Also present:
Township Manager Howard Fink
Wastewater Treatment Plant Superintendent Tim Hardesty
Community Center Director Tammy Averill
Township Attorney Paul Burns
Township Engineer Brian Rubel
Recording Secretary Lisa Lemble
Members of the community

▶ **Motion:** Westover moved that Otto conduct the meeting in Engstrom's absence.
Motion carried 6—0 on a voice vote

ADOPT AGENDA

▶ **Motion:** Thomas moved, Chick supported, that the agenda be adopted as presented.
Motion carried 6—0 on a voice vote.

FIRST CALL TO THE PUBLIC

Joint Meeting. Lenore Zelenock, 1440 Six Mile, made follow-up suggestions to the joint Board/Planning Commission meeting concerning the sewer system.

Fence Ordinance. George Brown, 7868 Shady Beach, asked for the Township's ordinances be enforced regarding a fence in the Horseshoe Lake subdivision.

Proposed Master Plan Amendment. James D'Amour, 2711 Maplewood Avenue, Ann Arbor, Vice-Chair of the Executive Committee of the Huron Valley Chapter of the Sierra Club, read a statement opposing the Biltmore Development request to amend the Master Plan.

BOARD MEMBER COMMENTS

Minutes. Dockett commented on items in the November 11th minutes and asked that comments he made be added.

Proposed Master Plan Amendment. Chick said a 2010 survey indicates that the majority of residents are in favor of residential development. She added that the only request that has been made to the Township is to amend the Master Plan—no specific development proposal has been made—and there is a defined, legal process for considering the request.

CORRESPONDENCE AND ANNOUNCEMENTS

DDA Plan Amendment. Fink noted that the legally required public hearing has been scheduled for December 9th, and he has asked for analysis of the issues from Bond Counsel Steve Mann.

WALLY Rail Line. Fink noted the idea of rail service connecting Livingston County to Ann Arbor (WALLY—Washtenaw Livingston Line) has been revived, and the Ann Arbor Area Transportation Authority has asked him to serve on the steering committee looking at this. In response to a comment from Dockett, Fink agreed that funding will be the key to this project.

AGENDA ITEMS

1.
Snow Plow Bids

Fink noted two of the bids—J&M and Turfscape—a re extremely close; the current provider, J&M is local and does good work, and Turfscape has good references. He said if prices are flat he sees no reason not to award a multi-year bid. Dockett noted that J&M provided only a per push price, whereas Turfscape and Unique Maintenance provided per push and annual prices.

▶ **Motion:** Dockett moved, Chick supported, that the per push proposal from Turfscape be accepted.
Motion failed 1—5 on a roll call vote, Thomas, Westover, Otto, Braun, and Chick opposed.

▶ **Motion:** Westover moved, Chick supported, that the per push proposal from J&M for the 2014-15 season at the rate of $2,225 be accepted.

DRAFT

▶ **Amended motion:** Westover moved, Chick supported, that the per push proposal from J&M for the 2014-15 season at the rate of $2,225 be accepted, with the Township Manager and Public Safety Director having approval and authority of the plowing and salting schedule. **Motion carried 5—1 on a roll call vote, Dockett opposed.**

2.
Living Water Banner

In answer to questions from the Board, Sam Iaquinto said a banner of about 24' x 24' would be put up at the Post Office to invite the community to its Christmas Eve service.

▶ **Motion:** Thomas moved, Westover supported, that the Living Water Church request to put up a banner regarding their Christmas Eve services as outlined in the Township Manager's Report be approved. **Motion carried 6—0 on a voice vote.**

DISCUSSION ITEMS

1.
2013-14 Audit Presentation: John Pfeffer

John Pfeffer of Pfeffer, Hanniford, & Palka thanked the Clerk's and Treasurer's staff and Controller Yeager for their help, and he lauded Fink for the improved office functions and the help he provided in researching issues for the audit. He noted that Northfield Township was one of their clients that took advantage of applying for a significant level of additional State revenue sharing. He said they found very little to comment on and noted that the Township was able to add 10% to its fund balance during the last year. He said his firm is issuing an unqualified opinion which is the highest they can provide.

In answer to questions, Pfeffer said:

- The comment about inadequate controls over receipt of payments is standard for most clients because it is almost impossible to have enough people to handle these tasks.
- In comparison to other years, the segregation of duties and internal controls has improved.

Dockett noted the cost of the audit was $18,000 on a no bid contract. Chick and Otto commended Braun, the staff, and Fink for the excellent job they did on this.

▶ **Motion:** Thomas moved, Chick supported, that the audit be approved as presented. **Motion carried 6—0 on a voice vote.**

2.
People's Express Presentation

Lenore Zelenock referred to the letter from People's Express. She explained the difference between services that can be provided with up-front payment vs. pay-as-you-go payments. Dockett said it is slippery slope for the Township to provide services of this type. Otto says this is a good opportunity for the Township.

[Dockett left at this point].

Zelenock said she will provide insurance information to the Township since the Board appears to be in favor of approving the proposed contract. In answer to questions, and she will look into how calls made to AATA for service in Northfield Township are directed to People's Express. She also explained that the grant being matched by the Township provides discounts for rides into the Ann Arbor-Ypsilanti urban area, but not to Brighton . She added she will look for information about grants for service to that area.

3.
Sewer Assessment Management Proposal

Wastewater Treatment Plant Superintendent Hardesty explained that a condition of the sewer plant's State discharge permit is development of an asset management plan. Township engineer Brian Rubel gave a PowerPoint presentation and made comments including:

- As asset management plan aids in developing a capital improvements plan.
- Having this plan is required to be eligible for low interest (about 2.5%) loans administered by the State.
- The State's goal in requiring this is for communities to have well-maintained, adequately funded systems.
- The approximate cost for preparing a plan ranges from $312,000 to $632,000. The Township will probably get a SAW (Stormwater, Asset Management, and Wastewater) grant from the MDEQ in 2019 to cover 90% of the costs incurred from 2013 on, and the Township's 10% could be provided with staff in-kind services.
- A proposed timeline for developing a plan must be submitted to the State by February 1, 2015.
- While sewer rates are based on the cost of maintaining the system, the State requires a plan that lists assets, their conditions, and future expenses.
- The Township will incur some out-of-pocket costs each year to meet this requirement.
- Completion of the plan may be required within five years, but it is possible a longer period may be allowed.

It was agreed that in January Hardesty will provide to the Board the letter he will be submitting to the State.

4.
Codification

Fink noted that Board members had been provided with copies of the Township's codified ordinances. He said this will be available on-line, and future ordinances will be incorporated into this by the codification contractor. He said it will be on the next agenda for approval.

5.
Fee Schedule for Engineering

Chick said a review of fees by Fink shows that Northfield Township's fees are higher than in other area townships. Fink said the Township's fee schedule is adopted by ordinance, and the Board establishes fees and can waive them. He explained that engineering fees that previously were billed hourly have been replaced with fixed fees for most work. He added that fees for applications to the Planning Commission and ZBA were based on fixed expenses, but they can lowered if the Board desires.

Fink said the entire schedule of Township fees should be ready for Board approval within a couple months.

6.
Meals on Wheels Update

Community Center Director Averill referred to the packet of information that had been provided to Board members and noted that attorney Burns had reviewed the contract. She explained that the program will start with three in house meals per week before providing home delivery meals.

Otto noted there will be a small amount of additional costs to administer this program—such as fees for performing background checks on volunteers—and she suggested that Averill be provided with additional funds for this. There was discussion about how to allocate the grant funds among various line items. Fink noted that reallocating funds among line items would need County approval.

Averill said there is definitely a need for this program. Fink commended her for taking on this additional work. He noted this is a one year contract and Averill said she hopes to start providing services in January. It was agreed to put approval of this on the next agenda.

7.
Zoning Board of Appeals Appointments and Planning Commission Re-Appointments

Fink referred to the information he had provided to Board members about how Commission and ZBA Board members are appointed. He noted Greg Kolecki has expressed interest in filling the open ZBA position, Doug DelFavero has requested reappointment to the ZBA, and Marlene Chockley and Brad Cousino are requesting reappointment to the Planning Commission.

Fink noted there are also one or two vacancies on the Board of Review.

SECOND CALL TO THE PUBLIC

No comments.

BOARD MEMBER COMMENTS

No comments.

ADJOURNMENT

▶ **Motion:** Thomas moved, Otto supported, that the meeting be adjourned.
Motion carried 5—0 on a voice vote.

The meeting adjourned at 9:21P.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 _____, 2014.

_____
Angela Westover, Clerk

Official minutes of all meetings, as well as expanded notes, are available on the Township's website at http://www.twp-northfield.org/government/township_board_of_trustees/

DRAFT

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP
EXP CHECK RUN DATES 12/10/2014 - 12/10/2014
JOURNALIZED
OPEN

"Open"

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check
Fund 101 GENERAL FUND					
Dept 000					
101-000-045	WL SPEC ASSESS RECEIVABLE-CURRE	WASHTENAW COUNTY ROAD C	SANITARY SEWER EXTENSION	42.11	
101-000-124	WORKER'S COMP PAYMENTS	MML WORKERS' COMP FUND	PAYROLL AUDIT 7/1/13 TO 7/1/14	4,244.00	
		Total For Dept 000		4,286.11	
Dept 101 TOWNSHIP BOARD					
101-101-807	MEMBERSHIP DUES	WASHTENAW AREA TRANSPORT	WATS MEMBERSHIP DUES FOR 2015	1,000.00	
		Total For Dept 101 TOWNSHIP BOARD		1,000.00	
Dept 253 TREASURER					
101-253-803	LEGAL	PAUL E BURNS	LEGAL FEES FOR NOVEMBER 2014	500.00	
		Total For Dept 253 TREASURER		500.00	
Dept 257 ASSESSING					
101-257-713	ASSESSOR	ASSESSMENT ADMINISTRATIO	ASSESSOR SERVICES 10/16/14-11/16/14	5,000.00	
101-257-851	POSTAGE	KENT COMMUNICATIONS INC	PROPOSED POSTAGE FOR PPT STATEMENTS	117.18	
		Total For Dept 257 ASSESSING		5,117.18	
Dept 265 HALL AND GROUNDS					
101-265-727	SUPPLIES	ARBOR SPRINGS WATER CO I	3 - 5 GAL ARTESIAN WATER & RENTAL FEE	11.75	
101-265-920	UTILITIES	WEST SHORE SERVICES, INC	ANNUAL INSPECTION AND MAINTENANCE OF	413.00	
101-265-940	RENTAL EQUIPMENT	ARBOR SPRINGS WATER CO I	3 - 5 GAL ARTESIAN WATER & RENTAL FEE	14.00	
101-265-956	MISCELLANEOUS	SIGN A RAMA	NAME PLATE FOR STANALAJCZO	54.00	
		Total For Dept 265 HALL AND GROUNDS		492.75	
Dept 270 LEGAL/PROFESSIONAL					
101-270-803	LEGAL	PAUL E BURNS	LEGAL FEES FOR NOVEMBER 2014	6,495.00	
101-270-927	ALLOCATE TO DEPARTMENTS	PAUL E BURNS	LEGAL FEES FOR NOVEMBER 2014	(3,800.00)	
		Total For Dept 270 LEGAL/PROFESSIONAL		2,695.00	
Dept 412 PLANNING/ZONING DEPT					
101-412-801	PLANNER FEES	CARLISLE, WORTMAN ASSOCI	ZONING DISTRICT REVIEW 10/14/14-10/24	255.00	
101-412-801	PLANNER FEES	CARLISLE, WORTMAN ASSOCI	RETAINER 10/2014	450.00	
101-412-801	PLANNER FEES	CARLISLE, WORTMAN ASSOCI	MISC ORDINANCE AMENDMENTS	58.00	
101-412-801	PLANNER FEES	CARLISLE, WORTMAN ASSOCI	GENERAL CONSULTATION 10/2014	1,425.00	
101-412-801	PLANNER FEES	CARLISLE, WORTMAN ASSOCI	WHITMORE/TERRITORIAL OVERLAY 10/2014	180.00	
101-412-809	CODE ENFORCEMENT	PITTSFIELD TOWNSHIP	BD & ZONING INSPECTIONS OCTOBER 2014	355.00	
		Total For Dept 412 PLANNING/ZONING DEPT		2,723.00	
Dept 666 COMMUNITY CENTER					
101-666-812	SCC TRIPS/PROGRAMS	TAMI AVERILL	REIMBURSEMENT 10/25/14-11/21/14	212.80	
		Total For Dept 666 COMMUNITY CENTER		212.80	
		Total For Fund 101 GENERAL FUND		17,026.84	
Fund 207 LAW ENFORCEMENT FUND					
Dept 000					
207-000-214	DUE TO OTHERS	MICHIGAN STATE POLICE	LIVE SCAN FOR FRY & HOLCOMB	93.00	
		Total For Dept 000		93.00	
Dept 270 LEGAL/PROFESSIONAL					
207-270-803	LEGAL	PAUL E BURNS	LEGAL FEES FOR NOVEMBER 2014	3,300.00	
		Total For Dept 270 LEGAL/PROFESSIONAL		3,300.00	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check
Fund 207 LAW ENFORCEMENT FUND					
Dept 301 OPERATING COSTS					
207-301-727	SUPPLIES	ARBOR SPRINGS WATER CO I	2 - 5 GAL ARTESIAN WATER & RENTAL FEE	25.50	
207-301-930	REPAIRS & MAINTENANCE	SAFEWAY SHREDDING	PD SHREDDING 11/20/14	365.00	
207-301-930	REPAIRS & MAINTENANCE	TASER INTERNATIONAL	PPM BATTERY PACK, TLA HANDLE	56.13	
		Total For Dept 301 OPERATING COSTS		446.63	
Dept 333 TRANSPORTATION					
207-333-930	REPAIRS & MAINTENANCE	VAL'S SERVICE STATION	4 NEW TIRES	559.80	
		Total For Dept 333 TRANSPORTATION		559.80	
		Total For Fund 207 LAW ENFORCEMENT FUND		4,399.43	
Fund 216 MEDICAL RESCUE FUND					
Dept 226 PERSONNEL					
216-226-957	TRAINING & DEVELOPMENT	LIVINGSTON COUNTY EMS	BLS HEALTHCARE PROVIDER CARDS	45.00	
		Total For Dept 226 PERSONNEL		45.00	
Dept 301 OPERATING COSTS					
216-301-727	SUPPLIES	ARBOR SPRINGS WATER CO I	2 - 5 GAL ARTESIAN WATER - FIRE DEPT	11.50	
216-301-727	SUPPLIES	BATTERIES PLUS	ENRGZR 9V & C ALKALINE BULK	72.48	
216-301-807	MEMBERSHIP DUES	MICHIGAN STATE FIREMEN'S	2015 MEMBERSHIP	75.00	
216-301-820	DISPATCH SERVICES	EMERGENT HEALTH PARTNERS	FIRE DISPATCHING SERVICES FOR DECEMBE	856.17	
		Total For Dept 301 OPERATING COSTS		1,015.15	
Dept 333 TRANSPORTATION					
216-333-930	REPAIRS & MAINTENANCE	APOLLO FIRE APPARATUS RE	ASSY RB6T ROTATING REFLECTOR	96.09	
216-333-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - FD	FUEL FILTER, UNIV LIFT SUPPORT	43.29	
216-333-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - FD	RELAY - ACESSORY, UNIV LIFT SUPPORT,	114.41	
216-333-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - FD	BUTT SPLICE TERMINAL, BLACK, UV CBL T	85.06	
216-333-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - FD	SEALED BACKUP LAMPS	84.00	
216-333-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - FD	UNIV LIFT SUPPORT X2	3.12	
		Total For Dept 333 TRANSPORTATION		425.97	
		Total For Fund 216 MEDICAL RESCUE FUND		1,486.12	
Fund 266 FEDERAL NARCOTICS FUND					
Dept 900 CAPITAL OUTLAY					
266-900-970	EQUIPMENT	MSC INDUSTRIAL SUPPLY IN	45GAL TWR 4LEGS CBNTS MAN CLSNG DRS C	1,138.85	
		Total For Dept 900 CAPITAL OUTLAY		1,138.85	
		Total For Fund 266 FEDERAL NARCOTICS FUND		1,138.85	
Fund 287 BUILDING DEPARTMENT FUND					
Dept 261 GOVERNMENT SHARED SERVICES					
287-261-725	INSPECTOR EXPENSES	PITTSFIELD TOWNSHIP	BD & ZONING INSPECTIONS OCTOBER 2014	3,825.00	
		Total For Dept 261 GOVERNMENT SHARED SERVICES		3,825.00	
		Total For Fund 287 BUILDING DEPARTMENT FUND		3,825.00	
Fund 370 PUBLIC SAFETY BLDG DEBT FD					
Dept 301 OPERATING COSTS					
370-301-818	CONTRACTUAL SERVICES	OTIS ELEVATOR	ELEVATOR SERVICE FOR 12/01/14-11/30/1	3,703.27	
370-301-930	REPAIRS & MAINTENANCE	ALLIANCE WINDOW CLEANING	PSB ENTRANCEWAY 11/20/14	10.00	
370-301-930	REPAIRS & MAINTENANCE	ALLIANCE WINDOW CLEANING	PSB ENTRANCEWAY 12/1/14	10.00	

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check
Fund 370 PUBLIC SAFETY BLDG DEBT FD					
Dept 301 OPERATING COSTS					
370-301-930	REPAIRS & MAINTENANCE	WEBB CONTRACTORS	JOHN FACKLER STRAIGHT TIME LABOR & 5H	1,093.39	
		Total For Dept 301 OPERATING COSTS		4,816.66	
		Total For Fund 370 PUBLIC SAFETY BLDG DEBT FD		4,816.66	
Fund 571 WASTEWATER TREATMENT FUND					
Dept 301 OPERATING COSTS					
571-301-727	SUPPLIES	QUILL CORP	LEARNING BOARD, COTTONELLE	53.96	
571-301-740	OPERATING SUPPLIES	ALEXANDER CHEMICAL CORP	FERRIC CHLORIDE	6,000.52	
571-301-740	OPERATING SUPPLIES	NALCO CROSSBOW WATER	CRB1 CARBON GUARD	99.56	
571-301-740	OPERATING SUPPLIES	NALCO CROSSBOW WATER	DMD1 DI EXPRESS, R1009 FILTER	361.21	
571-301-740	OPERATING SUPPLIES	NCL OF WISCONSIN, INC.	POTASSIUM PERSULFATE	311.94	
571-301-817	LAB & TESTING	BRIGHTON ANALYTICAL LLC	SELENIUM	15.00	
571-301-817	LAB & TESTING	PARAGON LABORATORIES, IN	SELENIUM	10.00	
571-301-819	COLLECTION SYS ANNUAL MAINT	KENNEDY INDUSTRIES INC	XYLEM, SUCTION COVER ASSEMBLY	1,927.91	
571-301-850	COMMUNICATION	SPRINT/NEXTEL COMMUNICAT	10/24/14-11/23/14	242.58	
571-301-920	UTILITIES	DTE ENERGY	11502 LEMEN RD. 10/23/14-11/20/14	9.54	
571-301-930	REPAIRS & MAINTENANCE	BOULLION SALES, INC.	11/18/14 PURCHASE	42.99	
571-301-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - WW	50/50 ANTIFREEZE GAL	10.33	
571-301-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - WW	GAGE	51.47	
571-301-930	REPAIRS & MAINTENANCE	CON-WAY FREIGHT INC.	SKD BOX PUMP CLASS 100	255.90	
571-301-930	REPAIRS & MAINTENANCE	CURRENT ELECTRIC MOTOR	REBUILD SUBMERSIBLE PUMP	1,500.00	
571-301-930	REPAIRS & MAINTENANCE	MICHIGAN DEQ	NPDES ANNUAL PERMIT FEE	3,000.00	
571-301-930	REPAIRS & MAINTENANCE	WARD'S DO IT CENTER	CHARGES 10/03/14-11/26/14	257.91	
		Total For Dept 301 OPERATING COSTS		14,150.82	
		Total For Fund 571 WASTEWATER TREATMENT FUND		14,150.82	
Fund 701 TRUST AND AGENCY					
Dept 000					
701-000-276	NOWATZKE TRUCK AND TRAILER	CARLISLE, WORTMAN ASSOCI	NOWATZKE TRUCK & TRAILER ADDITION 10/	490.00	
701-000-276	NOWATZKE TRUCK AND TRAILER	OHM ADVISORS	NOWATZKE FUEL STATION - TRAFFIC REVIE	1,417.00	
701-000-276	NOWATZKE TRUCK AND TRAILER	OHM ADVISORS	NOWATZKE FUEK STATION - SITE PLAN REV	770.00	
701-000-277	RHETECH	OHM ADVISORS	RHETECH BLDG ADDITION - CONSTRUCTION	311.00	
701-000-286	AT&T CELL TOWER	CARLISLE, WORTMAN ASSOCI	AT-T TOWER 10/3/14-10/17/14	720.00	
		Total For Dept 000		3,708.00	
		Total For Fund 701 TRUST AND AGENCY		3,708.00	
			Total For All Funds:	50,551.72	

--- FUND TOTALS BY VENDOR ---

Fund 101 GENERAL FUND		
0170	- ARBOR SPRINGS WATER CO INC	25.75
0255	- PAUL E BURNS	3,195.00
1124	- KENT COMMUNICATIONS INC	117.18
1367.5	- MML WORKERS' COMP FUND	4,244.00
1951.5	- SIGN A RAMA	54.00
2222	- WASHTENAW COUNTY ROAD COMMISSION	42.11
2248.5	- WASHTENAW AREA TRANSPORTA-	1,000.00
2261	- WEST SHORE SERVICES, INC.	413.00
9589	- CARLISLE, WORTMAN ASSOCIATES, INC.	2,368.00
9818.5	- PITTSFIELD TOWNSHIP	355.00

GL Number	GL Desc	Vendor	Invoice Description	Amount	Check
		MISC	- MISC VENDOR	5,212.80	
		TOTAL FUND 101 GENERAL FUND		17,026.84	
		Fund 207 LAW ENFORCEMENT FUND			
		0170	- ARBOR SPRINGS WATER CO INC	25.50	
		0255	- PAUL E BURNS	3,300.00	
		1980.2	- MICHIGAN STATE POLICE	93.00	
		2117	- VAL'S SERVICE STATION	559.80	
		9861	- TASER INTERNATIONAL	56.13	
		MISC	- MISC VENDOR	365.00	
		TOTAL FUND 207 LAW ENFORCEMENT FUND		4,399.43	
		Fund 216 MEDICAL RESCUE FUND			
		0159.5	- APOLLO FIRE APPARATUS REPAIR	96.09	
		0170	- ARBOR SPRINGS WATER CO INC	11.50	
		0211.27	- BATTERIES PLUS	72.48	
		1105	- EMERGENT HEALTH PARTNERS	856.17	
		1242.1	- LIVINGSTON COUNTY EMS	45.00	
		1376	- MICHIGAN STATE FIREMEN'S ASSOC.	75.00	
		2273.1	- CARQUEST AUTO PARTS - FD	329.88	
		TOTAL FUND 216 MEDICAL RESCUE FUND		1,486.12	
		Fund 266 FEDERAL NARCOTICS FUND			
		1381.3	- MSC INDUSTRIAL SUPPLY INC	1,138.85	
		TOTAL FUND 266 FEDERAL NARCOTICS FUND		1,138.85	
		Fund 287 BUILDING DEPARTMENT FUND			
		9818.5	- PITTSFIELD TOWNSHIP	3,825.00	
		TOTAL FUND 287 BUILDING DEPARTMENT FUND		3,825.00	
		Fund 370 PUBLIC SAFETY BLDG DEBT FD			
		0134.3	- ALLIANCE WINDOW CLEANING	20.00	
		1551.30	- OTIS ELEVATOR	3,703.27	
		2256.5	- WEBB CONTRACTORS	1,093.39	
		TOTAL FUND 370 PUBLIC SAFETY BLDG DEBT F		4,816.66	
		Fund 571 WASTEWATER TREATMENT FUND			
		0130.2	- ALEXANDER CHEMICAL CORP	6,000.52	
		0262	- BRIGHTON ANALYTICAL LLC	15.00	
		0430.15	- DTE ENERGY	9.54	
		1110	- KENNEDY INDUSTRIES INC	1,927.91	
		1456.00	- SPRINT/NEXTEL COMMUNICATIONS	242.58	
		1750	- QUILL CORP	53.96	
		2149	- WARD'S DO IT CENTER	257.91	
		2273	- CARQUEST AUTO PARTS - WWTP	61.80	
		2403	- MICHIGAN DEQ	3,000.00	
		2414	- NALCO CROSSBOW WATER	460.77	
		9864	- PARAGON LABORATORIES, INC.	10.00	
		MISC	- MISC VENDOR	1,798.89	
		NCL	- NCL OF WISCONSIN, INC.	311.94	
		TOTAL FUND 571 WASTEWATER TREATMENT FUND		14,150.82	
		Fund 701 TRUST AND AGENCY			
		1600	- OHM ADVISORS	2,498.00	
		9589	- CARLISLE, WORTMAN ASSOCIATES, INC.	1,210.00	
		TOTAL FUND 701 TRUST AND AGENCY		3,708.00	

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 11/11/2014 - 12/04/2014
Banks: MIF

"Paid"

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
11/13/2014	MIF	285(E)*#	PAYROLL	SALARIES	701	101	2,291.63
				SOCIAL SECURITY	715	101	175.31
				SALARIES	701	171	480.76
				SOCIAL SECURITY	715	171	(80.56)
				SALARIES	701	172	2,961.54
				CLERICAL/DEP /SUPER/ELECTION	704	172	924.00
				SOCIAL SECURITY	715	172	468.71
				PENSION	718	172	296.14
				CONTROLLER	722	172	2,241.45
				SALARIES	701	215	480.76
				DEPUTY SALARIES	703	215	1,380.67
				SOCIAL SECURITY	715	215	142.40
				SALARIES	701	253	480.76
				DEPUTY SALARIES	703	253	1,624.23
				CLERICAL/DEP /SUPER/ELECTION	704	253	790.25
				SOCIAL SECURITY	715	253	221.48
				PENSION	718	253	162.42
				ASST ASSESSOR	709	257	1,004.25
				SOCIAL SECURITY	715	257	76.83
				JANITORIAL SALARIES	710	265	1,160.00
				SOCIAL SECURITY	715	265	88.74
				SOCIAL SECURITY	715	412	45.90
				PLANN COMM	726	412	600.00
				SALARIES	701	666	1,442.30
				SOCIAL SECURITY	715	666	110.34
				PENSION	718	666	144.22
				CHECK MIF 285(E) TOTAL FOR FUND 101:			19,714.53
11/21/2014	MIF	286(E)*#	PAYROLL	SALARIES	701	171	480.76
				SOCIAL SECURITY	715	171	(42.61)
				SALARIES	701	172	2,961.54
				CLERICAL/DEP /SUPER/ELECTION	704	172	856.00
				SOCIAL SECURITY	715	172	463.51
				PENSION	718	172	296.14
				CONTROLLER	722	172	2,241.45
				SALARIES	701	215	480.76

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				DEPUTY SALARIES	703	215	2,124.10
				SOCIAL SECURITY	715	215	199.27
				SALARIES	701	253	480.76
				DEPUTY SALARIES	703	253	1,624.23
				CLERICAL/DEP /SUPER/ELECTION	704	253	616.25
				SOCIAL SECURITY	715	253	208.14
				PENSION	718	253	162.42
				ASST ASSESSOR	709	257	903.83
				SOCIAL SECURITY	715	257	69.14
				JANITORIAL SALARIES	710	265	(720.00)
				SOCIAL SECURITY	715	412	38.25
				PLANN COMM	726	412	500.00
				SALARIES	701	666	1,442.30
				SOCIAL SECURITY	715	666	110.34
				PENSION	718	666	144.22
				CHECK MIF 286(E) TOTAL FOR FUND 101:			15,640.80
11/12/2014	MIF	38383*#	ARBOR SPRINGS WATER CO INC	SUPPLIES	727	265	17.25
					940	265	14.00
				CHECK MIF 38383 TOTAL FOR FUND 101:			31.25
11/12/2014	MIF	38386	BS&A SOFTWARE	REPAIRS & MAINTENANCE	930	265	3,409.00
11/12/2014	MIF	38389	CHARTER COMMUNICATIONS	COMMUNICATION	850	265	44.23
11/12/2014	MIF	38391	DARRYL MICKENS	SCC TRIPS/PROGRAMS	812	666	100.00
11/12/2014	MIF	38393	DTE ENERGY	UTILITIES	920	265	30.44
11/12/2014	MIF	38398	MICHIGAN OFFICE SOLUTIONS	SUPPLIES	727	666	36.85
11/12/2014	MIF	38401	PATRICIA L WEBER	REIMBURSEMENT/OTHER INCOME	671	000	20.00
11/12/2014	MIF	38402*	PFEFFER, HANNIFORD & PALKA	AUDIT FEES	802	270	4,500.00
11/12/2014	MIF	38404*#	QUILL CORP	SUPPLIES	727	265	138.84
				SUPPLIES	727	265	169.24
				SUPPLIES	727	666	67.43

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				CHECK MIF 38404 TOTAL FOR FUND 101:			375.51
11/12/2014	MIF	38405	SALLY MARTTILA	SCC TRIPS/PROGRAMS	812	666	120.00
11/12/2014	MIF	38408	STATE OF MICHIGAN	TRAINING & DEVELOPMENT	957	257	50.00
11/12/2014	MIF	38409	TAMI AVERILL	SCC TRIPS/PROGRAMS	812	666	272.01
				SCC TRIPS/PROGRAMS	812	666	217.28
				CHECK MIF 38409 TOTAL FOR FUND 101:			489.29
11/12/2014	MIF	38412	TRACTOR SUPPLY CREDIT PLAN	SUPPLIES	727	265	25.73
11/12/2014	MIF	38413	TRI-COUNTY SUPPLY, INC	SUPPLIES	727	666	60.46
11/12/2014	MIF	38418	WASHTENAW COUNTY TREASURER	CHARGEBACKS - PRIOR TAX YEARS	938	265	180.81
11/20/2014	MIF	38421*#	AT&T	COMMUNICATION	850	666	215.79
11/20/2014	MIF	38422	AUTOMATED RESOURCE MGT INC	CONTINGENCY FUNDS	905	850	360.00
11/20/2014	MIF	38429	LINDA HARTLEY	SCC TRIPS/PROGRAMS	812	666	120.00
11/20/2014	MIF	38430	MILLER, CANFIELD, PADDOCK	WL SPEC ASSESS RECEIVABLE-CURRENT	045	000	4,500.00
11/20/2014	MIF	38431#	MLIVE MEDIA GROUP	PRINTING & PUBLICATIONS	900	101	277.52
				PRINTING & PUBLICATIONS	900	191	180.00
				PRINTING & PUBLICATIONS	900	412	346.00
				CHECK MIF 38431 TOTAL FOR FUND 101:			803.52
11/20/2014	MIF	38432*#	NORTHFIELD TOWNSHIP	UTILITIES	920	666	84.00
11/20/2014	MIF	38436	TERMINIX	REPAIRS & MAINTENANCE	930	666	39.00
11/20/2014	MIF	38437	TETRA TECH INC	ENGINEER	806	270	2,000.00
11/20/2014	MIF	38438	VINCENT BADALAMENTI	CONTRACTUAL SERVICES	818	191	850.00
11/20/2014	MIF	38440	WASHTENAW COUNTY TREASURER	DUE TO OTHERS	214	000	1,205.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
11/20/2014	MIF	38441*#	WELLS FARGO FINANCIAL LEASING	RENTAL EQUIPMENT	940	265	206.74
11/20/2014	MIF	38442	WILLIAM J. LENAGHAN	CODE ENFORCEMENT	809	412	400.00
11/21/2014	MIF	38443*#	AT&T LONG DISTANCE		850	265	658.78
				COMMUNICATION	850	265	716.82
				COMMUNICATION	850	666	41.69
				COMMUNICATION	850	666	12.15
				CHECK MIF 38443 TOTAL FOR FUND 101:			1,429.44
11/21/2014	MIF	38445	CURTIS WARD	CONTRIBUTIONS - SCC	676	666	150.00
11/21/2014	MIF	38446	GBS, INC.	SUPPLIES	727	191	518.39
				SUPPLIES	727	191	450.00
				CHECK MIF 38446 TOTAL FOR FUND 101:			968.39
11/21/2014	MIF	38449	JENNIFER CARLISLE	POSTAGE	851	265	45.48
11/21/2014	MIF	38450#	JEWELIE BRUESTLE	SUPPLIES	727	191	369.49
				POSTAGE	851	265	16.12
				CHECK MIF 38450 TOTAL FOR FUND 101:			385.61
11/21/2014	MIF	38451	NATIONAL NOTARY ASSOCIATION	SUPPLIES	727	257	104.00
11/21/2014	MIF	38452	QUILL CORP	SUPPLIES	727	265	376.77
11/21/2014	MIF	38453*#	VERIZON WIRELESS MESSAGING SVC	COMMUNICATION	850	172	50.32
11/24/2014	MIF	38455	14A-4 DISTRICT COURT	MISCELLANEOUS	956	253	150.00
11/25/2014	MIF	38456*#	BLUE CROSS BLUE SHIELD OF MICHIG	HOSPITALIZATION	716	172	614.34
				HOSPITALIZATION	716	666	480.59
				CHECK MIF 38456 TOTAL FOR FUND 101:			1,094.93
11/25/2014	MIF	38457*#	BLUE CROSS BLUE SHIELD OF MICHIG	ACCOUNTS RECEIVABLE - OTHER	070	000	77.53
				HOSPITALIZATION	716	253	998.30

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				CHECK MIF 38457 TOTAL FOR FUND 101:			1,075.83
12/02/2014	MIF	38458	ALL AMERICAN CLEANING CO.	REPAIRS & MAINTENANCE	930	666	280.00
12/02/2014	MIF	38462*#	CONSUMERS ENERGY	UTILITIES	920	666	82.33
12/02/2014	MIF	38465*#	DTE ENERGY	UTILITIES	920	666	62.67
12/02/2014	MIF	38468*#	DTE ENERGY	UTILITIES	920	448	2,916.21
12/02/2014	MIF	38470*#	INTEGRYS ENERGY SERVICES, INC.	UTILITIES	920	666	65.54
12/02/2014	MIF	38471	JACK DAVIS	SCC TRIPS/PROGRAMS	812	666	200.00
12/02/2014	MIF	38472	KATHLEEN MANLEY	POSTAGE	851	257	31.37
12/02/2014	MIF	38473*#	MICHIGAN OFFICE SOLUTIONS	SUPPLIES	727	265	426.42
12/02/2014	MIF	38474	MICRO TECH SERVICES INC	REPAIRS & MAINTENANCE	930	265	90.00
12/02/2014	MIF	38475	MUNICODE	CONTRACTUAL SERVICES	818	172	521.67
12/02/2014	MIF	38476	PITNEY BOWES INC	SUPPLIES	727	265	87.54
12/02/2014	MIF	38477	PNC BANK	DUE TO OTHERS	214	000	30.00
				DUE TO OTHERS	214	000	(5.15)
				CHECK MIF 38477 TOTAL FOR FUND 101:			24.85
12/02/2014	MIF	38478	QUILL CORP	SUPPLIES	727	666	131.30
12/02/2014	MIF	38479	RED CARPET TRAVEL CLUB	SCC TRIPS/PROGRAMS	812	666	284.16
12/02/2014	MIF	38480	SALLY MARTTILA	SCC TRIPS/PROGRAMS	812	666	75.00
12/02/2014	MIF	38481*#	STANDARD INSURANCE CO.	LIFE/DISB. INSURANCE	717	172	81.29
				LIFE/DISB. INSURANCE	717	253	38.40
				LIFE/DISB. INSURANCE	717	257	(336.00)

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				LIFE/DISB. INSURANCE	717	666	43.68
				CHECK MIF 38481 TOTAL FOR FUND 101:			(172.63)
12/02/2014	MIF	38485	WILLIAM J. LENAGHAN	FUEL & MILEAGE	860	412	207.20
12/02/2014	MIF	38486*#	PNC BANK	COMMUNICATION	850	265	45.00
12/02/2014	MIF	38488	AT&T - UVERSE	COMMUNICATION	850	666	45.00
12/02/2014	MIF	38489	HORNBACK RECYCLING	REPAIRS & MAINTENANCE	930	666	60.00
12/03/2014	MIF	38490	ANNE E. BURNS	SCC TRIPS/PROGRAMS	812	666	300.00
12/03/2014	MIF	38491	CYNTHIA HOGSTON	SCC TRIPS/PROGRAMS	812	666	50.56
12/03/2014	MIF	38492	FOX HILLS GOLF & BANQUET CENTER	CONTRIBUTIONS - SCC	676	666	132.00
				SCC TRIPS/PROGRAMS	812	666	418.00
				CHECK MIF 38492 TOTAL FOR FUND 101:			550.00
12/03/2014	MIF	38493	MILFORD BAKING COMPANY	SCC TRIPS/PROGRAMS	812	666	59.00
12/03/2014	MIF	38495	WILLIAM J. LENAGHAN	CODE ENFORCEMENT	809	412	275.00
12/04/2014	MIF	38496*#	PITNEY BOWES PURCHASE POWER	POSTAGE	851	265	65.50
				POSTAGE	851	666	79.99
				CHECK MIF 38496 TOTAL FOR FUND 101:			145.49
				Total for fund 101 GENERAL FUND			68,287.40

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 207 LAW ENFORCEMENT FUND							
11/13/2014	MIF	285(E)*#	PAYROLL	SALARIES-CHIEF/COMMAND OFFICERS	701	226	7,434.85
				SALARIES - FT PATROL OFFICERS	702	226	16,704.72
				CLERICAL	704	226	2,429.05
				SALARIES-PART TIME	708	226	1,439.58
				JANITORIAL SALARIES	710	226	720.00
				SALARIES-OVERTIME	711	226	1,950.00
				SOCIAL SECURITY	715	226	2,346.88
				PENSION	718	226	2,360.66
				CHECK MIF 285(E) TOTAL FOR FUND 207:			35,385.74
11/21/2014	MIF	286(E)*#	PAYROLL	SALARIES-CHIEF/COMMAND OFFICERS	701	226	8,312.85
				SALARIES - FT PATROL OFFICERS	702	226	16,471.22
				CLERICAL	704	226	2,316.22
				SALARIES-PART TIME	708	226	2,080.94
				SALARIES-OVERTIME	711	226	552.72
				SOCIAL SECURITY	715	226	2,274.65
				PENSION	718	226	2,360.66
				CHECK MIF 286(E) TOTAL FOR FUND 207:			34,369.26
11/12/2014	MIF	38383*#	ARBOR SPRINGS WATER CO INC	SUPPLIES	727	301	42.75
11/12/2014	MIF	38388	CARQUEST AUTO PARTS - PD	SUPPLIES	727	301	17.89
11/12/2014	MIF	38390	CRUISERS	REPAIRS & MAINTENANCE	930	333	85.00
11/12/2014	MIF	38402*	PFEFFER, HANNIFORD & PALKA	AUDIT FEES	802	270	3,060.00
11/20/2014	MIF	38420	ARBOR SPRINGS WATER CO INC	SUPPLIES	727	301	37.00
				SUPPLIES	727	301	31.25
				CHECK MIF 38420 TOTAL FOR FUND 207:			68.25
11/20/2014	MIF	38421*#	AT&T	COMMUNICATION	850	301	324.64
11/20/2014	MIF	38426	DIRTSQUIRT, LLC	REPAIRS & MAINTENANCE	930	333	148.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 207 LAW ENFORCEMENT FUND							
11/20/2014	MIF	38427	FLASH GLASS	REPAIRS & MAINTENANCE	930	333	40.00
				REPAIRS & MAINTENANCE	930	333	40.00
				CHECK MIF 38427 TOTAL FOR FUND 207:			80.00
11/20/2014	MIF	38433	SAFELIGHT AUTOGLASS	REIMBURSEMENT/OTHER INCOME	671	000	75.00
11/20/2014	MIF	38435	SUSANNA HAMILTON	FUEL & MILEAGE	860	333	36.96
11/20/2014	MIF	38439	WASHTENAW COUNTY TREASURER	DISPATCH SERVICES	820	301	5,278.91
11/20/2014	MIF	38441*#	WELLS FARGO FINANCIAL LEASING	RENTAL EQUIPMENT	940	301	114.91
11/21/2014	MIF	38443*#	AT&T LONG DISTANCE	COMMUNICATION	850	301	398.76
					850	301	280.33
				CHECK MIF 38443 TOTAL FOR FUND 207:			679.09
11/25/2014	MIF	38456*#	BLUE CROSS BLUE SHIELD OF MICHIG	HOSPITALIZATION	716	226	6,261.50
11/25/2014	MIF	38457*#	BLUE CROSS BLUE SHIELD OF MICHIG	HOSPITALIZATION	716	226	1,917.79
12/02/2014	MIF	38461	BRIGHTON FORD INC	REPAIRS & MAINTENANCE	930	333	32.41
12/02/2014	MIF	38469*#	HEWLETT-PACKARD FINANCIAL SRV. C	COMPUTER	972	301	200.00
12/02/2014	MIF	38473*#	MICHIGAN OFFICE SOLUTIONS	SUPPLIES	727	301	37.07
12/02/2014	MIF	38481*#	STANDARD INSURANCE CO.	LIFE/DISB. INSURANCE	717	226	652.37
12/02/2014	MIF	38482	VERIZON WIRELESS MESSAGING SVC	COMMUNICATION	850	301	203.91
12/02/2014	MIF	38483	WARD'S DO IT CENTER	SUPPLIES	727	301	14.98
				SUPPLIES	727	301	(1.50)
				CHECK MIF 38483 TOTAL FOR FUND 207:			13.48

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 207 LAW ENFORCEMENT FUND							
12/02/2014	MIF	38484	WELLS FARGO FINANCIAL LEASING	SUPPLIES	727	301	87.50
				REPAIRS & MAINTENANCE	930	301	75.62
				CHECK MIF 38484 TOTAL FOR FUND 207:			163.12
12/02/2014	MIF	38486*#	PNC BANK	SUPPLIES	727	301	24.99
				Total for fund 207 LAW ENFORCEMENT FUND			89,273.04

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 216 MEDICAL RESCUE FUND							
11/13/2014	MIF	285(E)*#	PAYROLL	CHIEF SALARY	701	226	3,050.38
				DUTY SHIFT P-TIME	702	226	4,378.50
				ADMINISTRATIVE ASSISTANT	705	226	219.95
				PAID ON CALL	708	226	2,783.32
				SOCIAL SECURITY	715	226	839.60
				PENSION	718	226	305.02
				TRAINING WAGES	958	226	543.00
				CHECK MIF 285(E) TOTAL FOR FUND 216:			12,119.77
11/21/2014	MIF	286(E)*#	PAYROLL	CHIEF SALARY	701	226	3,050.38
				DUTY SHIFT P-TIME	702	226	4,704.00
				ADMINISTRATIVE ASSISTANT	705	226	240.70
				PAID ON CALL	708	226	2,186.70
				SOCIAL SECURITY	715	226	815.17
				PENSION	718	226	305.02
				TRAINING WAGES	958	226	474.00
				CHECK MIF 286(E) TOTAL FOR FUND 216:			11,775.97
11/12/2014	MIF	38383*#	ARBOR SPRINGS WATER CO INC	SUPPLIES	727	301	11.25
11/12/2014	MIF	38384	AT&T	COMMUNICATION	850	301	212.11
11/12/2014	MIF	38387	CARQUEST AUTO PARTS - FD	REPAIRS & MAINTENANCE	930	333	21.43
11/12/2014	MIF	38394	EMERGENT HEALTH PARTNERS	DISPATCH SERVICES	820	301	856.17
11/12/2014	MIF	38399	NORTH EASTERN UNIFORMS & EQUIPME	UNIFORMS/GEAR & ALLOWANCE	741	301	51.99
11/12/2014	MIF	38402*	PFEFFER, HANNIFORD & PALKA	AUDIT FEES	802	270	3,060.00
11/12/2014	MIF	38406	SMAFC	TRAINING & DEVELOPMENT	957	226	15.00
11/12/2014	MIF	38411	THE ACCUMED GROUP	CONTRACTUAL SERVICES	818	301	98.15
11/12/2014	MIF	38416	WARD'S DO IT CENTER	SUPPLIES	727	301	19.72
11/21/2014	MIF	38443*#	AT&T LONG DISTANCE		850	301	22.55

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 216 MEDICAL RESCUE FUND							
				COMMUNICATION	850	301	4.17
				CHECK MIF 38443 TOTAL FOR FUND 216:			26.72
11/21/2014	MIF	38444	BREATHING AIR SYSTEMS	REPAIRS & MAINTENANCE	930	333	617.00
11/21/2014	MIF	38453*#	VERIZON WIRELESS MESSAGING SVC	COMMUNICATION	850	301	144.18
11/21/2014	MIF	38454	WEX BANK	FUEL & MILEAGE	860	333	953.84
11/25/2014	MIF	38456*#	BLUE CROSS BLUE SHIELD OF MICHIG	HOSPITALIZATION	716	226	1,457.97
12/02/2014	MIF	38459	APOLLO FIRE APPARATUS REPAIR	REPAIRS & MAINTENANCE	930	333	128.32
12/02/2014	MIF	38460	AT&T	COMMUNICATION	850	301	65.70
12/02/2014	MIF	38469*#	HEWLETT-PACKARD FINANCIAL SRV. C	COMPUTER	972	900	58.63
12/02/2014	MIF	38470*#	INTEGRYS ENERGY SERVICES, INC.	UTILITIES	920	301	103.43
12/02/2014	MIF	38481*#	STANDARD INSURANCE CO.	LIFE/DISB. INSURANCE	717	226	70.41
12/02/2014	MIF	38486*#	PNC BANK	SUPPLIES	727	301	61.36
				Total for fund 216 MEDICAL RESCUE FUND			31,929.12

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 230 DONATION FUND							
12/03/2014	MIF	38494	WASTE MANAGEMENT OF MI	DONATIONS - EVENTS/COMMUNITY PROJECTS	904	301	19.40
				Total for fund 230 DONATION FUND			19.40

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 287 BUILDING DEPARTMENT FUND							
11/12/2014	MIF	38392	DINO BONA	INSPECTOR EXPENSES	725	301	566.40
11/12/2014	MIF	38402*	PFEFFER, HANNIFORD & PALKA	AUDIT FEES	802	270	900.00
12/02/2014	MIF	38464	DINO BONA	INSPECTOR EXPENSES	725	301	495.00
				Total for fund 287 BUILDING DEPARTMENT FUND			1,961.40

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 370 PUBLIC SAFETY BLDG DEBT FD							
11/12/2014	MIF	38382	ALLIANCE WINDOW CLEANING	REPAIRS & MAINTENANCE	930	301	10.00
11/12/2014	MIF	38395	JOHN BAIER	REPAIRS & MAINTENANCE	930	301	66.56
11/12/2014	MIF	38397	MI DEPT OF ENVIRONMENTAL QUALITY	REPAIRS & MAINTENANCE	930	301	130.47
11/12/2014	MIF	38410	TERMINIX	REPAIRS & MAINTENANCE	930	301	64.00
11/12/2014	MIF	38417	WASHTENAW COUNTY ENVIRONMENTAL	REPAIRS & MAINTENANCE	930	301	27.00
11/12/2014	MIF	38419	WEBB CONTRACTORS	CONTRACTUAL SERVICES	818	301	2,413.08
				REPAIRS & MAINTENANCE	930	301	234.63
				CHECK MIF 38419 TOTAL FOR FUND 370:			2,647.71
11/20/2014	MIF	38421*#	AT&T	COMMUNICATION	850	301	133.38
11/20/2014	MIF	38432*#	NORTHFIELD TOWNSHIP	UTILITIES	920	301	1,428.00
11/21/2014	MIF	38447	GRAINGER	REPAIRS & MAINTENANCE	930	301	163.02
				REPAIRS & MAINTENANCE	930	301	308.88
				CHECK MIF 38447 TOTAL FOR FUND 370:			471.90
11/21/2014	MIF	38448	HURON VALLEY ELECTRIC	REPAIRS & MAINTENANCE	930	301	2,487.37
12/02/2014	MIF	38462*#	CONSUMERS ENERGY	UTILITIES	920	301	2,020.11
12/02/2014	MIF	38465*#	DTE ENERGY	UTILITIES	920	301	1,594.87
12/02/2014	MIF	38470*#	INTEGRYS ENERGY SERVICES, INC.	UTILITIES	920	301	2,060.41
12/02/2014	MIF	38486*#	PNC BANK	SUPPLIES	727	301	223.06
				REPAIRS & MAINTENANCE	930	301	54.68
				CHECK MIF 38486 TOTAL FOR FUND 370:			277.74
				Total for fund 370 PUBLIC SAFETY BLDG DEBT FD			13,419.52

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND							
11/13/2014	MIF	285(E)*#	PAYROLL	SALARIES	701	226	2,519.23
				SALARIES	702	226	7,090.97
				SOCIAL SECURITY	715	226	735.18
				PENSION	718	226	918.98
				CHECK MIF 285(E) TOTAL FOR FUND 571:			11,264.36
11/21/2014	MIF	286(E)*#	PAYROLL	SALARIES	701	226	2,519.23
				SALARIES	702	226	7,090.97
				SOCIAL SECURITY	715	226	735.18
				PENSION	718	226	918.98
				CHECK MIF 286(E) TOTAL FOR FUND 571:			11,264.36
11/12/2014	MIF	38383*#	ARBOR SPRINGS WATER CO INC	REPAIRS & MAINTENANCE	930	301	40.25
11/12/2014	MIF	38385	BRIGHTON ANALYTICAL LLC	LAB & TESTING	817	301	1,130.00
11/12/2014	MIF	38396	KENNEDY INDUSTRIES INC	COLLECTION SYS ANNUAL MAINT	819	301	457.50
11/12/2014	MIF	38400	PARAGON LABORATORIES, INC.	LAB & TESTING	817	301	210.00
				LAB & TESTING	817	301	408.00
				LAB & TESTING	817	301	1,100.00
				CHECK MIF 38400 TOTAL FOR FUND 571:			1,718.00
11/12/2014	MIF	38402*	PFEFFER, HANNIFORD & PALKA	AUDIT FEES	802	270	6,480.00
11/12/2014	MIF	38403	QUALITY ASSURANCE SERV LLC	OPERATING SUPPLIES	740	301	220.00
				OPERATING SUPPLIES	740	301	220.00
				CHECK MIF 38403 TOTAL FOR FUND 571:			440.00
11/12/2014	MIF	38404*#	QUILL CORP	SUPPLIES	727	301	173.77
11/12/2014	MIF	38407	SPRINT/NEXTEL COMMUNICATIONS	COMMUNICATION	850	301	242.58
11/12/2014	MIF	38414#	UIS SCADA	TRAINING & DEVELOPMENT	957	226	359.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND							
				REPAIRS & MAINTENANCE	930	301	492.00
				CHECK MIF 38414 TOTAL FOR FUND 571:			851.00
11/12/2014	MIF	38415	VAL'S SERVICE STATION	FUEL & MILEAGE	860	333	129.00
11/20/2014	MIF	38423	CARQUEST AUTO PARTS - WWTP	REPAIRS & MAINTENANCE	930	333	7.02
11/20/2014	MIF	38424	CORRIGAN OIL CO	FUEL & MILEAGE	860	333	1,075.09
11/20/2014	MIF	38425	DE LAGE LANDEN FINANCIAL SERVICE	RENTAL EQUIPMENT	940	301	69.00
11/20/2014	MIF	38428	GRAINGER	REPAIRS & MAINTENANCE	930	301	186.50
11/20/2014	MIF	38434	SPEARS FIRE & SAFETY SRVCS INC	REPAIRS & MAINTENANCE	930	301	181.00
11/21/2014	MIF	38443*#	AT&T LONG DISTANCE		850	301	24.58
				COMMUNICATION	850	301	39.70
				CHECK MIF 38443 TOTAL FOR FUND 571:			64.28
11/25/2014	MIF	38456*#	BLUE CROSS BLUE SHIELD OF MICHIG	HOSPITALIZATION	716	226	5,540.01
12/02/2014	MIF	38462*#	CONSUMERS ENERGY	UTILITIES	920	301	20.17
					920	301	20.17
				UTILITIES	920	301	248.58
				UTILITIES	920	301	21.53
					920	301	16.38
					920	301	75.07
				UTILITIES	920	301	21.63
				UTILITIES	920	301	1,231.13
				CHECK MIF 38462 TOTAL FOR FUND 571:			1,654.66
12/02/2014	MIF	38465*#	DTE ENERGY	UTILITIES	920	301	11.09
				UTILITIES	920	301	32.04
				UTILITIES	920	301	26.84
				UTILITIES	920	301	17.75
				UTILITIES	920	301	9.77
				UTILITIES	920	301	25.70

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND							
				UTILITIES	920	301	16.02
				UTILITIES	920	301	38.08
				UTILITIES	920	301	17.80
				UTILITIES	920	301	48.34
				UTILITIES	920	301	55.01
				UTILITIES	920	301	17.83
				UTILITIES	920	301	140.03
				UTILITIES	920	301	67.81
				UTILITIES	920	301	394.15
				UTILITIES	920	301	105.97
				CHECK MIF 38465 TOTAL FOR FUND 571:			1,024.23
12/02/2014	MIF	38468*#	DTE ENERGY	UTILITIES	920	301	1,673.02
12/02/2014	MIF	38470*#	INTEGRYS ENERGY SERVICES, INC.	UTILITIES	920	301	3,202.87
12/02/2014	MIF	38473*#	MICHIGAN OFFICE SOLUTIONS	SUPPLIES	727	301	62.22
12/02/2014	MIF	38481*#	STANDARD INSURANCE CO.	LIFE/DISB. INSURANCE	717	226	251.77
12/02/2014	MIF	38487	PNC BANK	REPAIRS & MAINTENANCE	930	301	1,114.29
12/04/2014	MIF	38496*#	PITNEY BOWES PURCHASE POWER	POSTAGE	851	301	875.50
				Total for fund 571 WASTEWATER TREATMENT FUND			51,172.28
			TOTAL - ALL FUNDS				256,062.16

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

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

NORTHFIELD TOWNSHIP FIRE DEPARTMENT STATISTICAL REPORT FOR November 2014

December 9, 2014

To The Northfield Township Board of Trustees:

The Northfield Township Fire Department responded to 55 requests for service in November 2014. This is about the same when compared to November 2013 when we responded to 57 calls.

Of the requests for service, 11 of them were motor vehicle accidents. There were 13 fire related calls. Of the fire related calls, 2 were structure fires, 2 were fire alarms, 2 were vehicle fire and there were 7 wires down responses. There were 26 medical emergency calls and 2 public service requests.

Of the responses for the month 50% were in the Hamlet area of the Township, 25% were in the rural areas of the Township, 23% were on US 23 and the remaining were Mutual Aid outside the township.

Mutual Aid calls for the month: We assisted other agencies three times and received assistance one time.

The Average response time for the month of November was 5:51.

There were several significant calls for the month. We assisted Green Oak Twp. on 2 different structure fires and had 1 small non-dwelling fire of our own. A very interesting set of calls were that we had 3 different motor vehicle crashed where the vehicle caught on fire and was completely totaled. 2 of these crashes were relatively minor crashes that subsequently burned the vehicle up.

William Wagner
Fire Chief

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

Northfield Township Public Safety

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Timothy Greene
Lieutenant
Police Operations

November 2014
Director of Public Safety
Board Communication

1. **Fire department training November:** Training for the month of November consisted of CPR refresher for all personnel. We also completed the annual drivers training recertification classroom portion.

2. **EMS/ HVA update:** Attached is the monthly EMS/ALS response times. It slowly appears the times are getting better but still have periodic lengthy response times.

3. **ISO:** It has been a long time goal of mine to have Northfield Townships Insurance rating re-calculated. I have made contact with our ISO representative and plan on meeting with him early in 2015. I think we stand a very good chance to improve even in a little bit our rating. This would lower insurance rates not only for resident but businesses.

4. **Grant News:** We received good news on the Grant front. We were approved a grant through the Michigan Department of natural resources for $5,000. This is a matching grant for wild land firefighting personal protective gear. Not only can this gear be used for grass fires but it can be used for responding to motor vehicle accidents. This will help preserve our more expensive structural fire-fighting gear. We are also participating in 3 different regional grants. The first regional grant we are hosting with 5 other departments for replacement of structural fire-fighting gear. We are also part of a grant sponsored by Superior Township for Rapid intervention and Fire fighter safety and survival training. And lastly we are part of a larger regional grant for a mobile liver fire training trailer hosted by the City of Ann Arbor Fire Department.

5. **EMS State Inspection-** We passed our annual State of Michigan EMS inspection. Thanks to Lt. Katrina Hanosh for all her work in keeping us on the leading edge of EMS locally and at the State level.

6. **75 Barker:** National Staffing called with a well issue late in November. After responding there it was found that the issue was a power issue with DTE. The outage did occur during a storm in the last week of November. DTE was able to restore the power after about 6 days with outrunning water. I did keep 5 gallon pails of water three so the toilets could be utilized.

7. **Significant calls for November:** As mentioned in the statistical report we had a couple of interesting calls in November. First was we assisted Green Oak Twp. On 2 different structure fires. One was a mobile home fore off of Nine Mile and the other was a garage fire on Whitmore Lake Rd. We also had a non-dwelling fire in Northfield Township. This was a shed fire next to a mobile home in Northfield Estates. The fire was contained to the shed with damage to the home but the fire was stopped before getting into the home. We also had 3 different motor vehicle crashed that resulted in the car completely burning. The injuries in these crashed were minor.

ALS Response Times
In excess of 10 minutes
November 2014

Date	Location	Incident type	ALS Response time	Transport
11/4/2014	Hamlet	Fall	13 minutes	LCA
11/4/2014	Rural	Chest Pain	11 minutes	HVA
11/6/2014	Hamlet	Difficulty Breathing	17 minutes	HVA
11/7/2014	Hamlet	Seizure	16 minutes	HVA
11/10/2014	Hamlet	Unconcious	18 minutes	HVA
11/11/2014	Hamlet	Trauma	22 minutes	LCA
11/13/2014	Hamlet	Chest Pain	13 minutes	HVA
11/23/2014	Rural	Chest Pain	17 minutes	HVA
11/25/2014	Hamlet	Diabetic	12 minutes	HVA

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Timothy Greene
Lieutenant
Police Operations

MONTHLY REPORT
NOVEMBER 2014

TO: The Northfield Township Board of Trustees
FROM: Lieutenant Timothy Greene
RE: Monthly Operations Review
DATE: Township Board Meeting of December 9, 2014

GENERAL ENFORCEMENT STATISTICS

The Northfield Township Police Department responded to 434 complaints during the Month of November 2014, and handled 7 mutual aid responses inside the township and 5 outside the township. Of the total complaints answered, 56 % of them were in the hamlet area and 44 % were handled throughout the rest of the Township. The average response time on calls for service is 6.38 minutes. Officers generated a total of 13 arrests. An itemized listing of monthly activities is attached.

PURCHASE OF PROPERTY ROOM STORAGE

I request the Northfield Township Board of Trustees approve the purchase of evidence/storage lockers and shelving for the property room at cost of $27,400.00. Item is budgeted out of Federal Forfeiture funds.

Timothy Greene.
Lieutenant

Attachments:

CLEAR-1018 Verified Offense By Date
Agency: NR
11/1/2014 12:00:00 AM - 11/30/2014 12:00:00 AM

Offense Code	Description	Incident Count
1303	Agg/Fel Assault - Family - Strong Arm-Domestic	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
1384	Computer/Internet Used for Harassment, Threats	1
1399	Assault (Other)	1
2098	Arson - Preparation to Burn	1
2202	B&E - Burglary - Forced Entry - Residence - Home Invasion	1
2305	Larceny - Personal Property from Vehicle - LFA	4
2308	Larceny - From Building (Includes Library, Office used by Public, etc)	2
2309	Larceny - From Yards (Grounds Surrounding a Building)	2
2399	Larceny (Other)	1
2404	Vehicle Theft UDAA (reported by your jurisdiction)	1
2475	Motor Vehicle as Stolen Property - Unauthorized Use (Inc Joy Riding)	1
2602	Fraud - Swindle	1
2605	Fraud - Illegal Use of Credit Card	1
2609	Identity Theft	1
2674	Fraud (Larceny) by Conversion	1
2902	Damage to Property - Private Property - MDOP	5
3550	Narcotic Equipment - Paraphernalia	1
3806	Neglect Child	2
7336	Drugs/Narcotics Ord - Advertisement of Drug Paraphernalia	1
8041	Operating Under the Influence of Alcohol / Liquor OWI	1
80412	Operating Under the Influence of Alcohol / Liquor OWI 2nd Offense	1
C2899	Juvenile - All Other	1
C2931	DWLS OPS License Suspended / Revoked	1
C2933	Vehicle Registration - Improper / Expired	3
C2934	Vehicle Insurance - None / Expired	5
C2935	DWLS 2nd OPS License Suspended / Revoked	1
C3020	Misdemeanor Arrest Warrant (Originating Agency)	1
C3050	Misdemeanor Arrest Warrant - Other Jurisdiction	1
C3101	Acc, Single Motor Vehicle	1
C3145	Property Damage Traffic Crash PDA	14
C3150	Property Damage H&R Traffic Crash	1
C3155	Personal Injury Traffic Crash PIA	1
C3175	Private Property H&R Traffic Crash	1
C3208	Death Investigation - Cause Unknown	1
C3250	Mental	3
C3255	Occupational Injuries	1
C3299	Welfare Check	4
C3310	Family Trouble	1
C3316	Lost Property	3
C3318	Found Property	1
C3324	Suspicious Circumstances	10
C3326	Suspicious Vehicles	4

CLEAR-1018 Verified Offense By Date
Agency: NR
11/1/2014 12:00:00 AM - 11/30/2014 12:00:00 AM

Offense Code	Description	Incident Count
C3328	Suspicious Persons	4
C3329	Intelligence Information	2
C3330	Assist Other Law Enforcement Agency	2
C3331	Assist Medical	6
C3332	Assist Fire Department	2
C3333	Assist Motorist	5
C3336	Assist Citizen	14
C3337	Assist Citizen - Vehicle Lockout	9
C3351	Civil - Landlord / Tenant	1
C3355	Civil Matter - Other	8
C3399	Miscellaneous All Other	1
C3702	Traffic Complaint / Road Hazard	5
C3704	Traffic Complaint / Abandoned Auto	2
C3707	Vehicle Release	2
C3710	Traffic Complaint / Vehicle off roadway - CID	1
C3799	Miscellaneous Traffic Complaint	1
C3804	Animal Complaint	2
C3902	Burglary Alarm	2
C4041	Speeding Citation	39
C4105	Equipment Citation	9
C4205	Handicapped Parking Citation	1
C4222	Parking - Aband Motor Vehicle	1
C4307	Drove W/Expired Ops	2
C4313	Veh Reg Impr/Expired Citation	1
L3501	911 Hang Up - NR	3
L3502	Follow Up - NR	3
L3504	PBT Station - NR	19
L3506	Shots Fired - NR	1
L3507	Fingerprints - NR	4
L3508	Ticket Sign Off - NR	2
L3517	Solicitor - NR	1
L3526	False Alarm - NR	23
L3527	Weather Related False Alarm - NR	1
L3529	Duplicate Report of Run - NR	1
L3531	Traffic control - NR	1
L3535	GUN Permit, Applications, CCW Permits - NR	24
L3538	Property/Vacation Check - NR	1
L3542	BOL - NR	8
L3547	Subpoena Service - NR	3
L3550	Speed Sign Detail - NR	3
L3551	Sex Offender Registration/Verification - NR	3
L3552	Traffic Stop - NR	67
L3565	Tresspass - Info Only - NR	2
L3568	Local Records Check - NR	2
L3569	Assist Other Police Agency - Inside Northfield - NR	7

CLEAR-1018 Verified Offense By Date
Agency: NR
11/1/2014 12:00:00 AM - 11/30/2014 12:00:00 AM

Offense Code	Description		Incident Count
L3570	Assist Other Police Agency - Outside Northfield - NR		5
L3571	Disorderly Person - NR		2
L3597	Non Terminal - NR		23
L4598	Information - NR		3
L4925	Commercial Vehicle Violations - NR		2
L6012	Traffic Direction / Control / Problem - NR		1
L6501	Property Check/Directed Patrol/Vac Watch - NR		1
L6507	Neighbor Watch Programs - NR		1
		Sum:	434

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

Classification		Nov/2013	Nov/2014	%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 IST DEGREE	2	0	-100.0%
11002	SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	1	0	-100.0%
11003	SEXUAL PENETRATION ORAL/ANAL -CSC IST DEGREE	0	0	-
11004	SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	-
11005	SEXUAL PENETRATION OBJECT -CSC IST 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	0	3	-
13003	INTIMIDATION/STALKING	0	2	-
20000	ARSON	0	1	-
21000	EXTORTION	0	0	-
22001	BURGLARY -FORCED ENTRY	3	1	-66.7%
22002	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	0	0	-
23001	LARCENY -POCKETPICKING	0	0	-
23002	LARCENY -PURSESNATCHING	0	0	-
23003	LARCENY -THEFT FROM BUILDING	0	1	-
23004	LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	-
23005	LARCENY -THEFT FROM MOTOR VEHICLE	0	4	-
23006	LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	1	0	-100.0%
23007	LARCENY -OTHER	2	4	100.0%
24001	MOTOR VEHICLE THEFT	1	1	0%
24002	MOTOR VEHICLE, AS STOLEN PROPERTY	0	1	-
24003	MOTOR VEHICLE FRAUD	0	0	-
25000	FORGERY/COUNTERFEITING	1	0	-100.0%
26001	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	0	2	-
26002	FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	0	1	-
26003	FRAUD -IMPERSONATION	1	1	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	8	5	-37.5%
30001	RETAIL FRAUD -MISREPRESENTATION	0	0	-
30002	RETAIL FRAUD -THEFT	0	0	-

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

Classification		Nov/2013	Nov/2014	%Change
30003	RETAIL FRAUD -REFUND/EXCHANGE	0	0	-
30004	ORGANIZED RETAIL FRAUD	0	0	-
35001	VIOLATION OF CONTROLLED SUBSTANCE ACT	0	2	-
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	**25**	**33**	**32.0%**
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	1	1	0%
38002	FAMILY -NONSUPPORT	0	0	-
38003	FAMILY -OTHER	0	0	-
41001	LIQUOR LICENSE -ESTABLISHMENT	0	0	-
41002	LIQUOR VIOLATIONS -OTHER	0	0	-
42000	DRUNKENNESS	0	0	-
48000	OBSTRUCTING POLICE	0	2	-
49000	ESCAPE/FLIGHT	0	0	-
50000	OBSTRUCTING JUSTICE	0	0	-
53001	DISORDERLY CONDUCT	0	0	-
53002	PUBLIC PEACE -OTHER	0	0	-
54001	HIT and RUN MOTOR VEHICLE ACCIDENT	1	0	-100.0%

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

Classification		Nov/2013	Nov/2014	%Change
54002	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	0	2	-
55000	HEALTH AND SAFETY	0	0	-
56000	CIVIL RIGHTS	0	0	-
57001	TRESPASS	2	0	-100.0%
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	1	0	-100.0%
63000	VAGRANCY	0	0	-
70000	JUVENILE RUNAWAY	0	0	-
73000	MISCELLANEOUS CRIMINAL OFFENSE	1	1	0%
75000	SOLICITATION	0	0	-
77000	CONSPIRACY (ALL CRIMES)	0	0	-
	Total for Group B	**6**	**6**	**0%**
2800	JUVENILE OFFENSES AND COMPLAINTS	2	1	-50.0%
2900	TRAFFIC OFFENSES	7	10	42.9%
3000	WARRANTS	8	2	-75.0%
3100	TRAFFIC CRASHES	12	18	50.0%
3200	SICK / INJURY COMPLAINT	7	9	28.6%
3300	MISCELLANEOUS COMPLAINTS	91	76	-16.5%
3400	WATERCRAFT COMPLAINTS / ACCIDENTS	0	0	-
3500	NON-CRIMINAL COMPLAINTS	166	208	25.3%
3600	SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	-
3700	MISCELLANEOUS TRAFFIC COMPLAINTS	30	11	-63.3%
3800	ANIMAL COMPLAINTS	5	2	-60.0%
3900	ALARMS	0	2	-
	Total for Group C	**328**	**339**	**3.4%**
2700	LOCAL ORDINANCES - GENERIC	0	0	-
4000	HAZARDOUS TRAFFIC CITATIONS / WARNINGS	33	39	18.2%
4100	NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	2	9	350.0%
4200	PARKING CITATIONS	0	2	-
4300	LICENSE / TITLE / REGISTRATION CITATIONS	1	3	200.0%
4400	WATERCRAFT CITATIONS	0	0	-
4500	MISCELLANEOUS A THROUGH UUUU	1	3	200.0%
4600	LIQUOR CITATIONS / SUMMONS	0	0	-
4700	COMMERCIAL VEHICLE CITATIONS	0	0	-
4800	LOCAL ORDINANCE WARNINGS	0	0	-
4900	TRAFFIC WARNINGS	0	2	-
	Total for Group D	**37**	**58**	**56.8%**
5000	FIRE CLASSIFICATIONS	1	0	-100.0%
5100	18A STATE CODE FIRE CLASSIFICATIONS	0	0	-

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

Classification		Nov/2013	Nov/2014	%Change
	Total for Group E	**1**	**0**	**-100.0%**
6000	MISCELLANEOUS ACTIVITIES (6000)	1	1	0%
6100	MISCELLANEOUS ACTIVITIES (6100)	0	0	-
6200	ARREST ASSIST	0	0	-
6300	CANINE ACTIVITIES	0	0	-
6500	CRIME PREVENTION ACTIVITIES	1	2	100.0%
6600	COURT / WARRANT ACTIVITIES	0	0	-
6700	INVESTIGATIVE ACTIVITIES	0	0	-
	Total for Group F	**2**	**3**	**50.0%**
	Total for All Groups	**399**	**439**	**10.0%**

MONTHLY REPORT for NOVEMBER 2014
EVENTS OF SIGNIFICANCE

MDOP

On Nov. 26, officers responded to three separate reports of MDOP (Malicious Destruction of Property) to vehicles on Emerald Circle. The damage occurred sometime over the night of the 25th- 26th. A suspect was identified and charges are pending at the Prosecutor's Office.

ATTEMPT ARSON

On Nov. 22, officers went to an address on Shady Beach for a civil standby, while a man returned to the home of his x-wife to retrieve property, per a divorce agreement. Officers stood by while the property was removed. A short time after the man left, the woman flagged the officer down and told him that she believed her x-husband had attempted to set fire to her garage. She noticed smoke coming from a jacket in the garage and found a lit cigarette wrapped inside it. The woman had surveillance equipment on her property and officers were able to view the incident that took place. Charges are pending for Attempt Arson at the Prosecutor's Office.

DEATH INVESTIGATION

On Nov, 20, officers responded to a home on Joy Rd for an unexpected death. A 22 year old male with no remarkable health history was found deceased in the home by his father. Officers investigated at the scene and found nothing indicating foul play. The case remains open, pending autopsy results from the Medical Examiner's Office.

LARCENY

On Nov. 17, a larceny was reported by a business on Whitmore Lake Rd. Three industrial shelving units were stolen from an outdoor display, valued at $1200. Officers are investing the case.

DOMESTIC VIOLENCE

On Nov. 16, officers responded to a 911 call on Garfield. Officers made contact with a female victim, who stated that her boyfriend had beaten and strangled her and stole $100 from her. She was struggling to breathe and had red marks on her neck. After officers had been on scene for a while, an officer noticed a man walking down the roadway who met the description of the suspect. The officer called for the suspect to stop and he began running from the officer. The officer pursued on foot, caught up with the suspect and ultimately used the taser on the subject who had refused to comply with officers orders. The subject was arrested and officers located the stolen cash and drug paraphernalia on him. He was lodged at the jail and the Prosecutor authorized three felony charges and one misdemeanor. He is being held on $50,000 bond.

AGGRAVATED ASSAULT, OBSTRUCTING POLICE, MARIJUANA POSSESSION

On Nov. 9, officers responded to the report of five people fighting on the street in progress in Northfield Estates. Upon arrival, officers were directed to a man who was reported to have a gun. The man ran and officers pursued, but lost sight of him. Three other males were observed running from the scene, but were not located either. Several other agencies arrived to assist. The incident stemmed from a dispute over child support money that was owed. The exchange became heated and one party called several of his friends to the house for reinforcement. One of the parties brandished a firearm and 911 was called. The party on scene (who had called for reinforcements) refused to give names of the suspects to officers. He was arrested for Obstructing Police and Assault. Meanwhile, another officer located a second suspect on foot in Northfield Estates. He was also arrested and charged with Aggravated Assault, Possession of Marijuana and Obstructing Police.

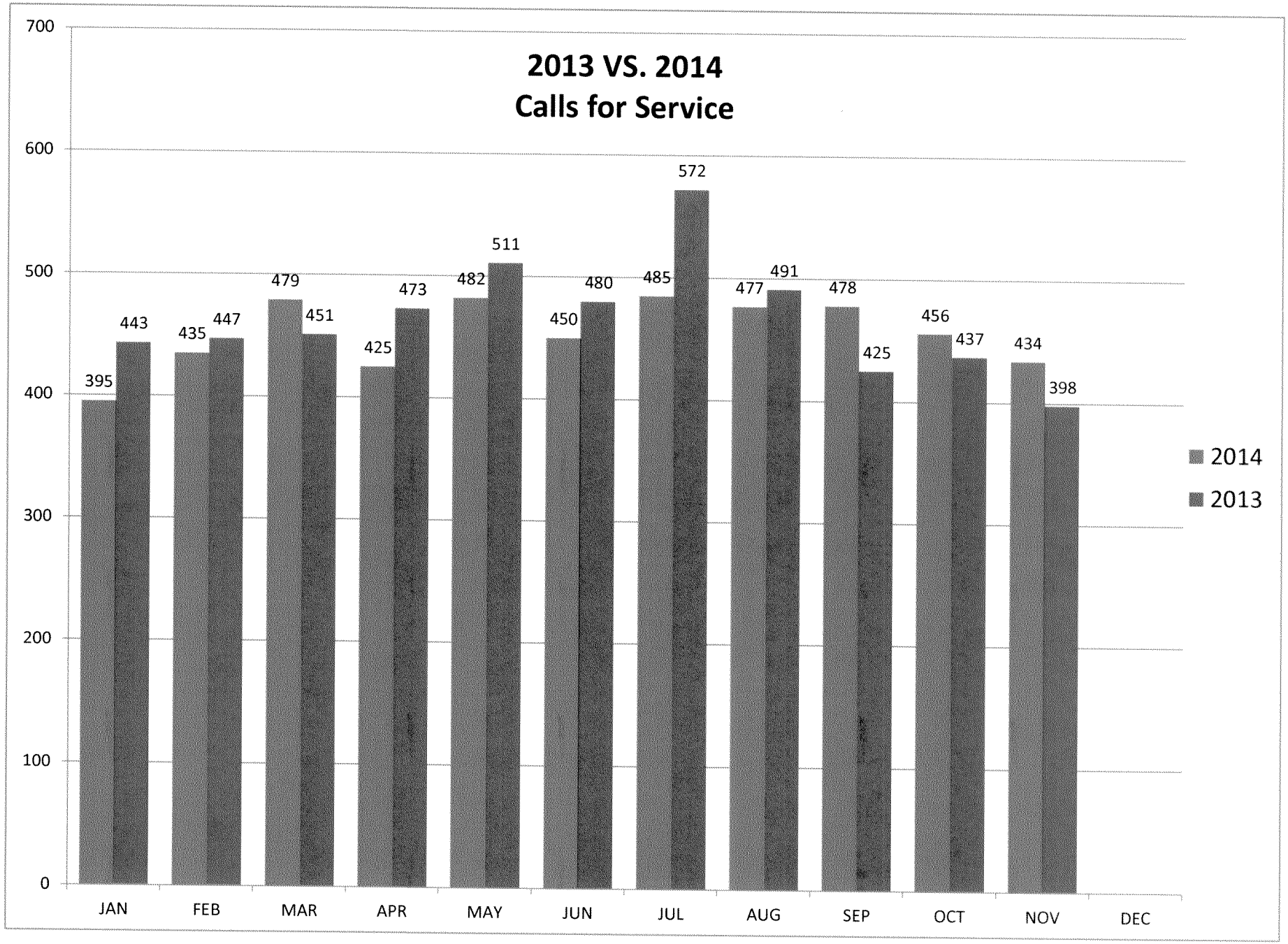
MONTHLY TRAINING FOR NOVEMBER 2014

FORMAL TRAINING

Ofc. S. Schultz – Glock Armorers Course
Ofc. R. Paquette - Glock Armorers Course
Ofc. R. Paquette – Speed Measurement Operator Recertification
Ofc. J. Roberts - Speed Measurement Operator Recertification
Ofc. M. Buxton – LEIN Security Awareness Training
Clerk Hamilton – LEIN Terminal Agency Coordinator Recertification

IN-SERVICE TRAINING

Firearms Qualifications
Firearms Standard for Active Duty Law Enforcement Officers
Speed Measurement Enforcement Radar/Lidar

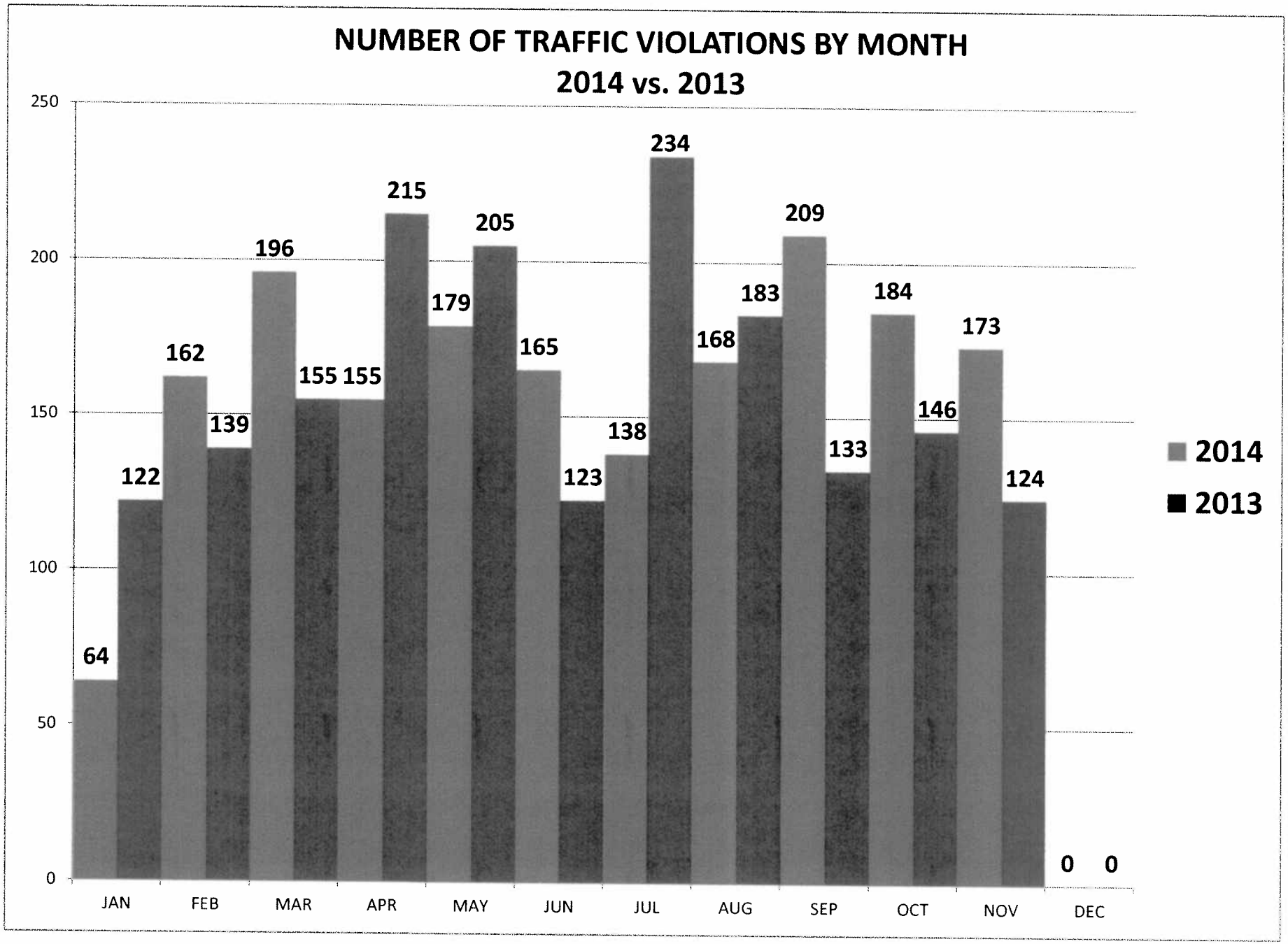

2013 VS. 2014
Calls for Service
700
600
500
400
300
200
100
0
JAN
FEB
MAR
APR
MAY
JUN
JUL
AUG
SEP
OCT
NOV
DEC
395
443
435
447
479
451
425
473
482
511
450
480
485
572
477
491
478
425
456
437
434
398
2014
2013

TRAFFIC VIOLATIONS SUMMARY

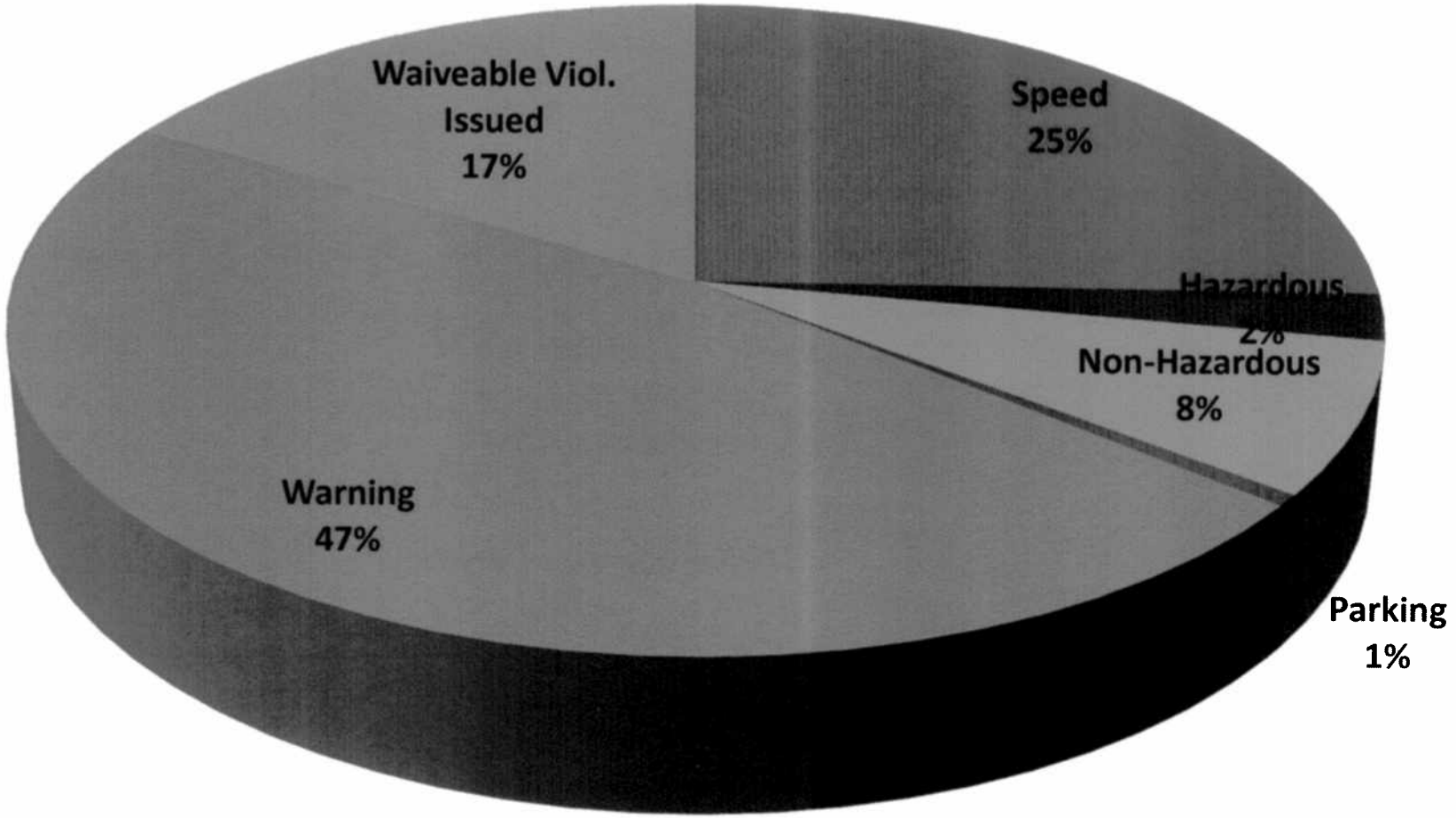
JANUARY 1, 2014 THROUGH DECEMBER 31, 2014													
2014	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Speed	11	41	49	53	59	49	22	39	46	46	44		459
Hazardous	4	13	12	8	11	2	15	15	13	7	4		104
Non-Hazardous	10	19	17	14	19	6	25	26	26	21	13		196
Parking	0	0	0	0	0	0	0	1	0	0	1		2
Warning	29	64	81	59	70	83	71	61	98	74	82		772
Waiveable Viol. Issued	10	25	37	21	20	25	5	26	26	36	29		260
TOTAL	64	162	196	155	179	165	138	168	209	184	173	0	1793

JANUARY 1, 2013 THROUGH DECEMBER 31, 2013													
2013	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Speed	25	25	27	62	74	30	47	51	19	39	43		442
Hazardous	10	8	8	12	7	9	21	16	5	15	2		113
Non-Hazardous	8	14	15	22	26	16	40	16	12	26	13		208
Parking	0	1	0	1	1	0	0	0	0	0	0		3
Warning	69	70	86	103	79	54	106	81	87	49	55		839
Waiveable	10	21	19	15	18	14	20	19	10	17	11		174
TOTAL	122	139	155	215	205	123	234	183	133	146	124	0	1779

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


NUMBER OF TRAFFIC VIOLATIONS BY MONTH
2014 vs. 2013
250
200
150
100
50
0
64
122
162
139
196
155
155
215
179
205
165
123
138
234
168
183
209
133
184
146
173
124
0
0
JAN
FEB
MAR
APR
MAY
JUN
JUL
AUG
SEP
OCT
NOV
DEC
2014
2013

TRAFFIC VIOLATIONS ISSUED BY TYPE
November 2014



OVERTIME SUMMARY

OVERTIME BY TYPE

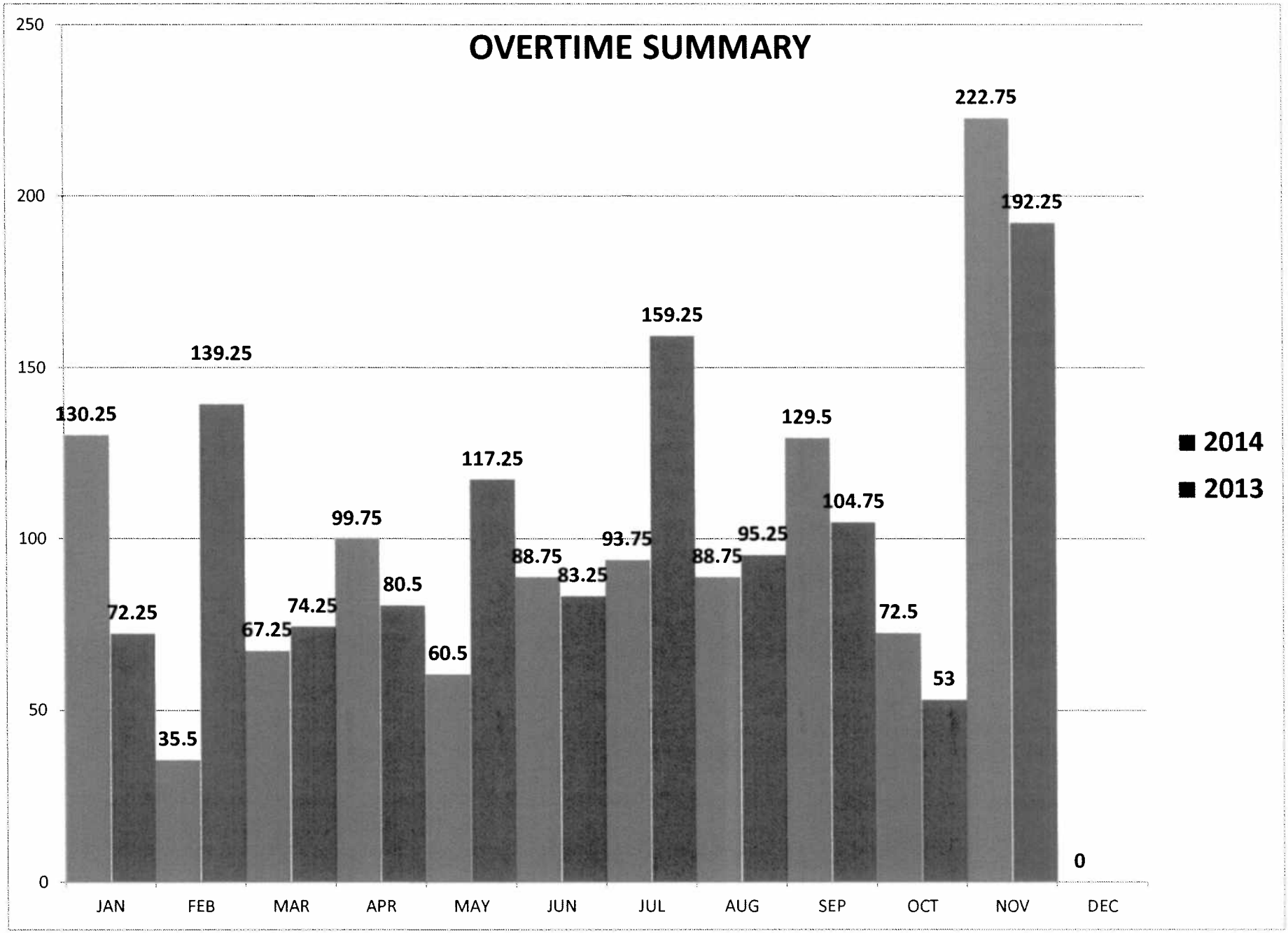
2014	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Court	10	23.5	38.25	38	31	18.75	12	15	23.5	18	9.5		237.5
Complaint Investigation	0.25	0	0.75	9	9	0	0.5	13.5	4	2	1.5		40.5
Report Writing	0	0	0	0	0	0	3.75	1	0	0	0		4.75
Training	0	0	0	0	4	0	6.5	25.25	13	24.5	27.5		100.75
Short Shift	4	12	28.25	32.25	16.5	35	1	0	17.5	23	4.5		174
Administrative	0	0	0	6	0	2.5	0	0	2.5	2	1.75		14.75
Special Detail	0	0	0	14.5	0	32.5	34	34	5	3	0		123
Holiday	116	0	0	0	0	0	36	0	64	0	178		394
TOTAL	130.25	35.5	67.25	99.75	60.5	88.75	93.75	88.75	129.5	72.5	222.75	0	1089.25

2013 VS. 2014

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
2014 - TOTAL	130.25	35.5	67.25	99.75	60.5	88.75	93.75	88.75	129.5	72.5	222.75	0	1089.25
2013 - TOTAL	72.25	139.25	74.25	80.5	117.25	83.25	159.25	95.25	104.75	53	192.25		1171.25

EMPLOYEE TIME OFF

2014	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Sick	44	36	51	0	0	8	54	0	2	0	0		195
Comp	9.5	9.5	23.5	26.75	13.25	33.5	84	22	23.5	4.25	4.25		254
Vacation	46	0	60	106	12	0	128	184	0	58	58		652
Holiday	48	10	0	5	10	0	10	0	10	0	0		93
PTO	44	61.75	80	39	123	156.5	39.5	39	153.5	59.5	60.5		856.25
Other	12	0	0	0	0	0	0	0	0	0			
TOTAL	203.5	117.25	214.5	176.75	158.25	198	315.5	245	189	121.75	122.75	0	2050.25


OVERTIME SUMMARY
250
200
150
100
50
0
JAN
FEB
MAR
APR
MAY
JUN
JUL
AUG
SEP
OCT
NOV
DEC
130.25
72.25
35.5
139.25
67.25
74.25
99.75
80.5
60.5
117.25
88.75
83.25
93.75
159.25
88.75
95.25
129.5
104.75
72.5
53
222.75
192.25
0
2014
2013

RESERVE UNIT HOURS

RESERVE HOURS BY TYPE													
2014	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Training	0	0	0	5	3	0	0	0	0	3	0		11
Patrol	23.5	20.5	16.5	23.75	17	44	0	31	7	8	0		191.25
Crime Prevention	0	0	0	0	0	0	0	0	0	0	0		0
Special Events	0	21	0	0	0	14	30	0	14	0	0		79
Administrative	0	0	0	0	0	0	0	0	0	2.5	0		2.5
TOTAL	23.5	41.5	16.5	28.75	20	58	30	31	21	13.5	0	0	283.75

JAMES E. COX
NORTHFIELD TOWNSHIP
WATER POLLUTION CONTROL FACILITY
11500 LEMEN ROAD WHITMORE LAKE MICHIGAN
PHONE 734-449-4159 FAX 734-449-4302

To:	**Northfield Township Board of Trustees**
From:	**Tim Hardesty Wastewater Treatment Plant Superintendent**
Date:	**December 4th, 2014**
Subject:	**November 2014 Monthly Report**

11/5/14: Cleaned the gutters at the Community Center

11/5/14: Inspected the re-hookup at 11859 East Shore Dr.

11/12/14: Started cleaning garage to get it ready to paint the floor.

11/17/14: Started to prep all equipment, lines and tanks for winter.

11/17/14: Cleaned the polymer feed system because of clogging.

11/19/14: Painted garage floor.

11/21/14: Plugged sewer call at 8844 Main St. The problem was in the homeowners' line.

11/24/14: Power fail at multiple stations and at the treatment plant.

11/25/14: Repaired drain line to primary pump #3.

11/26/14: Installed heat tapes on the roof at 75 Barker and replaced the furnace filter.

11/27/14: Happy Thanksgiving!

November 2014 Daily Average Flow	.629MGD
November 2013 Daily Average Flow	.613MGD
Maximum November Daily Flow 2014	.727MGD
Maximum November Daily Flow 2013	.731MGD
Minimum November Daily Flow 2014	.571MGD
Minimum November Daily Flow 2013	.553MGD
6 – Month Average Flow	.702MGD
12 – Month Average Flow	.743MGD
Total Gallons Treated November 2014	18.865 MG
Total Gallons Treated November 2013	18.392MG
Rainfall (inches) November 2014	NA
Rainfall (inches) November 2013	NA
Connections / Tap-ins' to system	1
Miss Dig Staking's	5

JAMES E. COX
NORTHFIELD TOWNSHIP
WATER POLLUTION CONTROL FACILITY
11500 LEMEN ROAD WHITMORE LAKE MICHIGAN
PHONE 734-449-4159 FAX 734-449-4302

To:	**Northfield Township Board of Trustees**
From:	**Tim Hardesty-Wastewater Treatment Plant Superintendent**
Date:	**December 4, 2014**
Subject:	**Return Pump #3**

Our return pump #3 is in need of replacing. This pump was installed in 1978 and the base that the pump is mounted to is also in need work. I would like to replace the existing pump with a newer type that will need much less maintenance in the future.

Cost of new pump: $7,795.00

Quotes for the upgrade work:

Midwest Power: $8,125.00

Boone & Darr: $9,180.00

T.H. Eifert: $9,740.00

I would also like to ask for a 10% contingency fund.

Cost if Midwest Power is chosen: $15,920.00 for pump and work

10% contingency: $1,500.00

Total cost: $ 17,420.00

Thank you for your consideration,

Tim Hardesty

NORTHFIELD TOWNSHIP ASSET MANAGEMENT PLAN TIMELINE

Prepared December 2014

YEAR	TOWNSHIP TASKS	CONSULTANT TASKS
2015	Conduct equipment inventory	Update sewer map
	-Sewer televising	Prepare inventory worksheets
	-Manhole inspections	Train Township staff/respond to questions
	-WWTP equipment	Enter data into GIS
	-GPC coordinates of manholes	Conduct staffing evaluation
		Prepare annual report
		Presentations to Board of Trustees
	Say 600 manhours	Fee $20,000 to $30,000
	Hardware/software of $10,000 to $20,000	
2016	Complete equipment inventory	Respond to Township questions
		Enter data into GIS
		Begin Business Risk Evaluation
		Prepare annual report
		Presentations to Board of Trustees
	Say 600 manhours	Fee $30,000 to $40,000

2017	Provide input on Business Risk	Complete Business Risk Evaluation
		Prepare annual report
		Prepare preliminary CIP
		Presentations to Board of Trustees
	200 manhours	Fee $30,000 to $40,000
	Software of $15,000	
2018	Review all materials	Complete Plan Report including CIP
	Provide comments on CIP	Prepare Rate Analysis
		Presentations to Board of Trustees
	200 manhours	Fee $50,000 to $70,000

NOTES

1. Effort listed in intended to provide Northfield Township a meaningful product. Less effort could be expended but the future value of that effort would be limited.
2. Timeline assumes MDEQ will require completion by 2018. Township may be successful in spreading expenses over a longer timeline.

Northfield Township Community Center
Monthly Report
November 2014
Tami Averill, Director

I. November Overview

November was a busy month, as we worked to get ready for holiday programs and programming for 2015.

Howard and I continued to work on the Parks and Recreation master plan.

Progress continued towards the Community Center becoming a site for Meals on Wheels and congregate lunches.

Planning for future programming and trips is ongoing. I am working to schedule more adult art classes and more family, children and teen programs. I will be working with a local mother to plan some mid-day craft and activity classes for preschoolers in the year.

A big thank you to our volunteers – Mary Cook, Damon Dotson, Dave Gonzales, Cindy Hogston, Betty Jones, Alyssa Jones, Fritz Nelson, Donn Sleek, Ann Thompson - for the assistance they gave to the Community Center in November. They have helped in the office, made recycled greeting cards, clipped coupons for the Troops, set up the Mitten Tree, decorated the building for events, and much more! Their assistance is truly appreciated.

II. Program Evaluation

a. **On Going Services**– Massage Therapy continues every Monday. Lynn has been maintaining a full schedule of four to six people per week.

We continue to look for a Foot Care Specialist.

The Medical Loan Closet continues to be available to the community. Nine loans were made in November. We received donations of several walkers and canes,. We continue to run low on wheelchairs and shower chairs, and are looking for donations.

The Regency is sending a Registered Nurse on the 2nd Tuesday of each month, between 12:45p.m. and 2:00p.m. to do blood pressure screenings for the community. Eight people took advantage of the service in November.

b. **Classes**

Chair Yoga (7 participants/week) and ATI Senior Exercise (8-10 participants/week) continued.

Yoga for Beginners had 8 to10 people attending each week.

Tai Chi and MAH Fitness will begin again in January.

c. **On-Going Activities**

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

Friday afternoon Euchre continues. Six people are currently participating.

The Knit, Crochet, Craft group continues to meet every Friday afternoon. 6 people attended during November. Members of the group have contributed several hats to the Mitten Tree for Adopt a Family. Basic knitting instruction is being given for anyone who would like to learn.

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

d. **Special Events**

"Karaoke Night at the Community Center," continues. Fifteen people attended each of the two sessions in November. The next sessions are December 5 and 12. Everyone is welcome to come join in the fun!

The Annual Thanksgiving Harvest Potluck was held on November 17. Eighteen people enjoyed a delicious feast! We have some very talented cooks in the community! The dinner was followed by a festive sing-along program provided by our Karaoke DJs, Jack and Amie Davis.

The Community Center hosted a movie screening on November 9. Sue Forgie presented two award winning documentaries, "Dying Green" and "A Will for the Woods." Both movies discussed the beginnings and continued growth of the green burial movement. Eight people attended. A lively discussion, full of questions and answers followed the screenings.

The Area Agency on Aging 1-B Medicare and Medicaid Assistance Program provided a seminar on Medicare Open Enrollment on November 12. Three people attended. They were also here on November 21 to assist seniors in enrollment. Two seniors attended.

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
PERIOD ENDING 11/30/2014
% Fiscal Year Completed: 41.92

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 11/30/2014	ACTIVITY FOR MONTH 11/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND							
Revenues							
Dept 000							
101-000-426	PRIOR YEAR TAX INTEREST	343.84	0.00	0.00	0.00	0.00	0.00
101-000-452	PEDDLER'S LICENSES	85.00	0.00	215.00	165.00	(215.00)	100.00
101-000-453	CABLEVISION FRANCHISE FEES	92,534.67	85,000.00	23,665.32	23,591.15	61,334.68	27.84
101-000-455	FIBER FOOTAGE FEES	8,586.20	9,250.00	0.00	0.00	9,250.00	0.00
101-000-574	STATE SHARED REVENUE	618,499.00	650,000.00	115,419.00	115,419.00	534,581.00	17.76
101-000-590	GRANT INCOME	232,325.95	250,000.00	0.00	0.00	250,000.00	0.00
101-000-626	COPY & FOIA INCOME	269.01	250.00	55.00	0.00	195.00	22.00
101-000-665	INTEREST INCOME	1,918.69	1,500.00	(113.75)	0.00	1,613.75	(7.58)
101-000-671	REIMBURSEMENT/OTHER INCOME	1,019.06	650.00	441.33	40.75	208.67	67.90
101-000-675	CONTRIBUTION-PRIVATE SOURCES	9.00	0.00	0.00	0.00	0.00	0.00
101-000-688	RENTAL INCOME - BARKER RD	9,960.00	11,760.00	4,600.00	980.00	7,160.00	39.12
101-000-690	UNREALIZED GAIN/LOSS	(38,173.65)	0.00	0.00	0.00	0.00	0.00
Total Dept 000		927,376.77	1,008,410.00	144,281.90	140,195.90	864,128.10	14.31
Dept 191-ELECTIONS							
101-191-671	REIMBURSEMENT/OTHER INCOME	2,312.01	0.00	0.00	0.00	0.00	0.00
Total Dept 191-ELECTIONS		2,312.01	0.00	0.00	0.00	0.00	0.00
Dept 253-TREASURER							
101-253-402	CURRENT PROPERTY TAX	252,329.33	256,700.00	0.00	0.00	256,700.00	0.00
101-253-404	MOBILE HOME LICENSE FEES	3,138.50	2,850.00	482.00	241.00	2,368.00	16.91
101-253-445	PENALTY & INTEREST ON TAXES	150.97	500.00	73.14	73.14	426.86	14.63
101-253-627	SUMMER TAX PREPARATION	13,480.00	13,490.00	3,310.00	3,310.00	10,180.00	24.54
101-253-680	TAX ADMINISTRATION FEES	133,476.51	134,000.00	43,042.41	158.55	90,957.59	32.12
Total Dept 253-TREASURER		402,575.31	407,540.00	46,907.55	3,782.69	360,632.45	11.51
Dept 336-CONTRIBUTIONS							
101-336-624	DDA	22,790.00	20,000.00	0.00	0.00	20,000.00	0.00
101-336-625	SEWER ADMINISTRATION	39,000.00	43,969.00	0.00	0.00	43,969.00	0.00
Total Dept 336-CONTRIBUTIONS		61,790.00	63,969.00	0.00	0.00	63,969.00	0.00
Dept 412-PLANNING/ZONING DEPT							
101-412-477	ZONING COMPLIANCE PERMITS	10,400.00	3,000.00	2,200.00	300.00	800.00	73.33
101-412-607	ZONING ADMINISTRATIVE FEES	500.00	0.00	0.00	0.00	0.00	0.00
101-412-608	VARIANCES/APPEALS	2,118.11	2,000.00	325.00	0.00	1,675.00	16.25
101-412-629	ZONING COPIES	15.00	50.00	0.00	0.00	50.00	0.00
101-412-637	SPLIT APPLICATIONS	2,100.00	500.00	0.00	0.00	500.00	0.00
Total Dept 412-PLANNING/ZONING DEPT		15,133.11	5,550.00	2,525.00	300.00	3,025.00	45.50
Dept 666-COMMUNITY CENTER							
101-666-590	GRANT INCOME	2,550.00	0.00	0.00	0.00	0.00	0.00
101-666-643	SCC TRIPS/PROGRAMS	15,440.75	25,000.00	3,464.25	921.00	21,535.75	13.86
101-666-649	SCC MEMBERSHIP	1,363.07	0.00	0.00	0.00	0.00	0.00
101-666-676	CONTRIBUTIONS - SCC	580.00	500.00	545.25	(50.00)	(45.25)	109.05

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 11/30/2014	ACTIVITY FOR MONTH 11/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND							
Revenues							
Total Dept 666-COMMUNITY CENTER		19,933.82	25,500.00	4,009.50	871.00	21,490.50	15.72
TOTAL Revenues		1,429,121.02	1,510,969.00	197,723.95	145,149.59	1,313,245.05	13.09
Expenditures							
Dept 101-TOWNSHIP BOARD							
101-101-701	SALARIES	8,958.19	10,000.00	4,166.60	2,291.63	5,833.40	41.67
101-101-715	SOCIAL SECURITY	685.32	765.00	318.75	175.31	446.25	41.67
101-101-807	MEMBERSHIP DUES	8,230.51	10,500.00	9,101.68	1,000.00	1,398.32	86.68
101-101-900	PRINTING & PUBLICATIONS	7,346.94	6,500.00	1,382.58	277.52	5,117.42	21.27
101-101-957	TRAINING & DEVELOPMENT	238.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 101-TOWNSHIP BOARD		25,458.96	29,765.00	14,969.61	3,744.46	14,795.39	50.29
Dept 171-SUPERVISOR							
101-171-701	SALARIES	12,499.76	12,500.00	5,288.36	961.52	7,211.64	42.31
101-171-715	SOCIAL SECURITY	50.10	957.00	(371.85)	(92.57)	1,328.85	(38.86)
101-171-807	MEMBERSHIP DUES	0.00	120.00	0.00	0.00	120.00	0.00
101-171-860	FUEL & MILEAGE	0.00	200.00	0.00	0.00	200.00	0.00
101-171-956	MISCELLANEOUS	0.00	100.00	0.00	0.00	100.00	0.00
101-171-957	TRAINING & DEVELOPMENT	0.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 171-SUPERVISOR		12,549.86	14,877.00	4,916.51	868.95	9,960.49	33.05
Dept 172-TOWNSHIP MANAGER							
101-172-701	SALARIES	77,062.94	77,000.00	32,576.94	5,923.08	44,423.06	42.31
101-172-704	CLERICAL/DEP /SUPER/ELECTION	11,228.00	26,625.00	10,609.50	1,780.00	16,015.50	39.85
101-172-715	SOCIAL SECURITY	10,825.04	12,125.00	4,956.73	932.22	7,168.27	40.88
101-172-716	HOSPITALIZATION	13,081.82	14,505.00	6,811.71	614.34	7,693.29	46.96
101-172-717	LIFE/DISB. INSURANCE	1,022.10	975.00	487.74	81.29	487.26	50.02
101-172-718	PENSION	7,699.62	7,700.00	3,257.54	592.28	4,442.46	42.31
101-172-722	CONTROLLER	53,212.80	54,850.00	21,607.54	4,482.90	33,242.46	39.39
101-172-818	CONTRACTUAL SERVICES	9,958.26	10,000.00	5,138.68	521.67	4,861.32	51.39
101-172-850	COMMUNICATION	847.62	1,000.00	202.57	50.32	797.43	20.26
101-172-860	FUEL & MILEAGE	275.77	1,000.00	0.00	0.00	1,000.00	0.00
101-172-927	ALLOCATE TO DEPARTMENTS	(30,863.00)	(37,114.00)	(14,813.00)	(14,813.00)	(22,301.00)	39.91
101-172-957	TRAINING & DEVELOPMENT	851.47	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 172-TOWNSHIP MANAGER		155,202.44	170,666.00	70,835.95	165.10	99,830.05	41.51
Dept 191-ELECTIONS							
101-191-704	CLERICAL/DEP /SUPER/ELECTION	1,400.36	6,500.00	6,356.25	3,290.25	143.75	97.79
101-191-727	SUPPLIES	1,442.36	2,650.00	2,910.77	1,337.88	(260.77)	109.84
101-191-818	CONTRACTUAL SERVICES	0.00	7,000.00	1,760.00	850.00	5,240.00	25.14
101-191-851	POSTAGE	200.00	1,000.00	0.00	0.00	1,000.00	0.00
101-191-900	PRINTING & PUBLICATIONS	234.20	2,000.00	1,310.09	180.00	689.91	65.50
Total Dept 191-ELECTIONS		3,276.92	19,150.00	12,337.11	5,658.13	6,812.89	64.42
Dept 215-CLERK							

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 11/30/2014	ACTIVITY FOR MONTH 11/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-215-701	SALARIES	16,484.71	12,500.00	4,326.84	961.52	8,173.16	34.61
101-215-703	DEPUTY SALARIES	28,517.58	32,130.00	16,528.77	3,504.77	15,601.23	51.44
101-215-715	SOCIAL SECURITY	3,442.67	3,415.00	1,500.54	341.67	1,914.46	43.94
101-215-722	CONTROLLER	0.00	0.00	94.91	0.00	(94.91)	100.00
101-215-723	RECORD SEC	4,767.50	7,720.00	2,287.50	0.00	5,432.50	29.63
101-215-807	MEMBERSHIP DUES	0.00	100.00	0.00	0.00	100.00	0.00
101-215-860	FUEL & MILEAGE	101.79	200.00	11.20	0.00	188.80	5.60
101-215-922	LATE FEES AND PENALTIES	360.94	0.00	(52.39)	(145.55)	52.39	100.00
101-215-957	TRAINING & DEVELOPMENT	287.90	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 215-CLERK		53,963.09	57,065.00	24,697.37	4,662.41	32,367.63	43.28
Dept 247-BOARD OF REVIEW							
101-247-706	BOARD OF REVIEW FEE	1,356.00	2,000.00	90.00	0.00	1,910.00	4.50
101-247-715	SOCIAL SECURITY	103.74	153.00	6.89	0.00	146.11	4.50
101-247-900	PRINTING & PUBLICATIONS	506.00	800.00	0.00	0.00	800.00	0.00
101-247-959	TRIBUNALS AND DRAINS	1,966.06	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 247-BOARD OF REVIEW		3,931.80	22,953.00	96.89	0.00	22,856.11	0.42
Dept 253-TREASURER							
101-253-701	SALARIES	12,499.76	12,500.00	5,288.36	961.52	7,211.64	42.31
101-253-703	DEPUTY SALARIES	45,292.80	42,230.00	18,407.30	3,248.46	23,822.70	43.59
101-253-704	CLERICAL/DEP /SUPER/ELECTION	19,254.97	19,425.00	9,098.79	1,406.50	10,326.21	46.84
101-253-715	SOCIAL SECURITY	5,894.25	5,675.00	2,508.71	429.62	3,166.29	44.21
101-253-716	HOSPITALIZATION	5,784.07	7,050.00	2,876.13	998.30	4,173.87	40.80
101-253-717	LIFE/DISB. INSURANCE	541.25	530.00	230.40	38.40	299.60	43.47
101-253-718	PENSION	4,087.40	4,223.00	1,777.14	324.84	2,445.86	42.08
101-253-803	LEGAL	6,000.00	6,000.00	2,500.00	500.00	3,500.00	41.67
101-253-804	TAX STATEMENT PREPARATION	1,248.09	2,000.00	2,195.17	0.00	(195.17)	109.76
101-253-807	MEMBERSHIP DUES	100.00	130.00	0.00	0.00	130.00	0.00
101-253-851	POSTAGE	3,243.42	3,400.00	1,749.42	0.00	1,650.58	51.45
101-253-860	FUEL & MILEAGE	127.11	200.00	36.06	0.00	163.94	18.03
101-253-927	ALLOCATE TO DEPARTMENTS	(14,794.00)	(19,544.00)	(8,623.00)	(8,623.00)	(10,921.00)	44.12
101-253-956	MISCELLANEOUS	376.75	500.00	1,370.98	150.00	(870.98)	274.20
101-253-957	TRAINING & DEVELOPMENT	0.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 253-TREASURER		89,655.87	86,319.00	39,415.46	(565.36)	46,903.54	45.66
Dept 257-ASSESSING							
101-257-709	ASST ASSESSOR	4,563.75	25,710.00	8,800.86	1,908.08	16,909.14	34.23
101-257-713	ASSESSOR	62,884.44	63,283.00	30,597.70	5,000.00	32,685.30	48.35
101-257-715	SOCIAL SECURITY	5,159.69	6,810.00	1,101.48	145.97	5,708.52	16.17
101-257-716	HOSPITALIZATION	7,912.52	14,875.00	2,372.61	0.00	12,502.39	15.95
101-257-717	LIFE/DISB. INSURANCE	905.04	810.00	0.00	(336.00)	810.00	0.00
101-257-718	PENSION	6,138.26	6,328.00	236.30	0.00	6,091.70	3.73
101-257-720	BANKED PTO	(1,654.79)	0.00	0.00	0.00	0.00	0.00
101-257-727	SUPPLIES	1,002.69	1,000.00	181.00	104.00	819.00	18.10
101-257-807	MEMBERSHIP DUES	290.00	450.00	0.00	0.00	450.00	0.00
101-257-818	CONTRACTUAL SERVICES	235.00	0.00	545.00	0.00	(545.00)	100.00
101-257-851	POSTAGE	1,513.40	2,500.00	151.21	31.37	2,348.79	6.05
101-257-860	FUEL & MILEAGE	818.24	1,000.00	0.00	0.00	1,000.00	0.00
101-257-957	TRAINING & DEVELOPMENT	510.00	1,000.00	550.00	50.00	450.00	55.00

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 11/30/2014	ACTIVITY FOR MONTH 11/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 257-ASSESSING		90,278.24	123,766.00	44,536.16	6,903.42	79,229.84	35.98
Dept 265-HALL AND GROUNDS							
101-265-710	JANITORIAL SALARIES	5,280.00	6,000.00	2,280.00	440.00	3,720.00	38.00
101-265-715	SOCIAL SECURITY	403.92	460.00	229.50	88.74	230.50	49.89
101-265-716	HOSPITALIZATION	196.75	0.00	0.00	0.00	0.00	0.00
101-265-721	UNEMPLOYMENT BENEFITS	56.03	0.00	0.00	0.00	0.00	0.00
101-265-727	SUPPLIES	11,467.51	9,000.00	3,608.01	1,194.61	5,391.99	40.09
101-265-731	WORKERS COMP INSURANCE	961.00	1,155.00	0.00	0.00	1,155.00	0.00
101-265-816	GROUNDS/CLEANG/JANITORL SERVIC	4,574.40	4,800.00	1,385.00	0.00	3,415.00	28.85
101-265-821	PSB MAINT & OPS ALLOCATION	52,442.00	49,934.00	18,154.00	18,154.00	31,780.00	36.36
101-265-850	COMMUNICATION	10,285.27	8,280.00	4,025.14	1,725.65	4,254.86	48.61
101-265-851	POSTAGE	4,708.08	5,500.00	740.19	61.60	4,759.81	13.46
101-265-910	INSURANCE & BONDS	26,016.37	30,700.00	0.00	0.00	30,700.00	0.00
101-265-920	UTILITIES	432.04	1,500.00	563.34	443.44	936.66	37.56
101-265-930	REPAIRS & MAINTENANCE	15,640.20	17,800.00	14,260.86	3,499.00	3,539.14	80.12
101-265-938	CHARGEBACKS - PRIOR TAX YEARS	23,890.71	2,000.00	2,539.35	0.00	(539.35)	126.97
101-265-940	RENTAL EQUIPMENT	3,533.59	4,300.00	1,420.07	220.74	2,879.93	33.02
101-265-956	MISCELLANEOUS	186.18	250.00	209.54	10.00	40.46	83.82
Total Dept 265-HALL AND GROUNDS		160,074.05	141,679.00	49,415.00	25,837.78	92,264.00	34.88
Dept 270-LEGAL/PROFESSIONAL							
101-270-800	OTHER PROFESSIONAL FEES	500.00	500.00	0.00	0.00	500.00	0.00
101-270-802	AUDIT FEES	4,500.00	4,500.00	4,500.00	0.00	0.00	100.00
101-270-803	LEGAL	91,441.61	96,000.00	34,063.51	6,495.00	61,936.49	35.48
101-270-806	ENGINEER	3,466.25	10,000.00	3,224.00	2,000.00	6,776.00	32.24
101-270-927	ALLOCATE TO DEPARTMENTS	(45,600.00)	(45,600.00)	(19,000.00)	(3,800.00)	(26,600.00)	41.67
Total Dept 270-LEGAL/PROFESSIONAL		54,307.86	65,400.00	22,787.51	4,695.00	42,612.49	34.84
Dept 336-CONTRIBUTIONS							
101-336-933	CONTRIBUTION - INDEPENDENCE DAY CELEBRA	2,000.00	2,500.00	0.00	0.00	2,500.00	0.00
101-336-964	CONTRIBUTION-FIRE & MED RES	32,866.00	25,000.00	0.00	0.00	25,000.00	0.00
Total Dept 336-CONTRIBUTIONS		34,866.00	27,500.00	0.00	0.00	27,500.00	0.00
Dept 412-PLANNING/ZONING DEPT							
101-412-707	ZBA SALARIES	1,300.00	3,000.00	1,000.00	0.00	2,000.00	33.33
101-412-715	SOCIAL SECURITY	948.60	1,071.00	306.00	84.15	765.00	28.57
101-412-723	RECORD SEC	5,107.50	6,720.00	1,892.50	0.00	4,827.50	28.16
101-412-726	PLANN COMM	11,100.00	11,000.00	3,000.00	1,100.00	8,000.00	27.27
101-412-727	SUPPLIES	76.49	200.00	0.00	0.00	200.00	0.00
101-412-800	OTHER PROFESSIONAL FEES	4,720.00	5,000.00	3,539.50	0.00	1,460.50	70.79
101-412-801	PLANNER FEES	34,101.06	30,000.00	11,136.79	2,368.00	18,863.21	37.12
101-412-803	LEGAL	0.00	5,000.00	0.00	0.00	5,000.00	0.00
101-412-809	CODE ENFORCEMENT	10,068.10	15,000.00	6,849.16	1,380.00	8,150.84	45.66
101-412-851	POSTAGE	0.00	500.00	6.49	0.00	493.51	1.30
101-412-860	FUEL & MILEAGE	96.00	1,800.00	121.60	0.00	1,678.40	6.76
101-412-900	PRINTING & PUBLICATIONS	3,712.62	1,500.00	1,109.37	346.00	390.63	73.96
101-412-927	ALLOCATE TO DEPARTMENTS	7,397.00	6,948.00	3,087.00	3,087.00	3,861.00	44.43

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 11/30/2014	ACTIVITY FOR MONTH 11/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-412-957	TRAINING & DEVELOPMENT	569.78	4,000.00	879.00	254.00	3,121.00	21.98
Total Dept 412-PLANNING/ZONING DEPT		79,197.15	91,739.00	32,927.41	8,619.15	58,811.59	35.89
Dept 448-STREET LIGHTS							
101-448-920	UTILITIES	35,700.37	37,020.00	11,664.84	2,916.21	25,355.16	31.51
Total Dept 448-STREET LIGHTS		35,700.37	37,020.00	11,664.84	2,916.21	25,355.16	31.51
Dept 449-ROAD WORK							
101-449-813	ROADWORK	18,435.73	30,000.00	4,072.63	0.00	25,927.37	13.58
101-449-814	ROAD IMPROVEMENTS	44,756.74	100,500.00	73,531.80	0.00	26,968.20	73.17
101-449-929	GRANT EXPENSE	232,325.95	250,000.00	0.00	0.00	250,000.00	0.00
Total Dept 449-ROAD WORK		295,518.42	380,500.00	77,604.43	0.00	302,895.57	20.40
Dept 666-COMMUNITY CENTER							
101-666-701	SALARIES	26,894.79	37,500.00	15,788.38	2,884.60	21,711.62	42.10
101-666-715	SOCIAL SECURITY	2,057.42	2,870.00	1,207.85	220.68	1,662.15	42.09
101-666-716	HOSPITALIZATION	6,021.28	6,895.00	2,234.84	480.59	4,660.16	32.41
101-666-717	LIFE/DISB. INSURANCE	401.12	525.00	262.08	43.68	262.92	49.92
101-666-718	PENSION	3,140.22	3,750.00	1,571.02	288.44	2,178.98	41.89
101-666-727	SUPPLIES	1,481.10	1,800.00	691.90	296.04	1,108.10	38.44
101-666-731	WORKERS COMP INSURANCE	250.00	270.00	0.00	0.00	270.00	0.00
101-666-807	MEMBERSHIP DUES	295.00	220.00	0.00	0.00	220.00	0.00
101-666-812	SCC TRIPS/PROGRAMS	18,131.28	22,500.00	6,941.57	1,675.96	15,558.43	30.85
101-666-816	GROUNDS/CLEANG/JANITORL SERVIC	7,434.20	8,225.00	1,190.00	0.00	7,035.00	14.47
101-666-850	COMMUNICATION	2,256.47	2,300.00	1,254.05	269.63	1,045.95	54.52
101-666-851	POSTAGE	660.48	1,050.00	175.00	0.00	875.00	16.67
101-666-900	PRINTING & PUBLICATIONS	0.00	1,000.00	0.00	0.00	1,000.00	0.00
101-666-910	INSURANCE & BONDS	1,070.00	1,900.00	0.00	0.00	1,900.00	0.00
101-666-920	UTILITIES	2,538.34	4,500.00	852.25	285.61	3,647.75	18.94
101-666-929	GRANT EXPENSE	1,789.98	0.00	0.00	0.00	0.00	0.00
101-666-930	REPAIRS & MAINTENANCE	2,207.22	4,300.00	2,181.84	368.72	2,118.16	50.74
101-666-970	EQUIPMENT	105.47	400.00	0.00	0.00	400.00	0.00
Total Dept 666-COMMUNITY CENTER		76,734.37	100,005.00	34,350.78	6,813.95	65,654.22	34.35
Dept 850-TOWNSHIP CONTINGENCY							
101-850-905	CONTINGENCY FUNDS	500.00	10,000.00	360.00	360.00	9,640.00	3.60
Total Dept 850-TOWNSHIP CONTINGENCY		500.00	10,000.00	360.00	360.00	9,640.00	3.60
Dept 900-CAPITAL OUTLAY							
101-900-972	COMPUTER	16,259.38	11,500.00	0.00	0.00	11,500.00	0.00
101-900-978	LAND ACQUISITION	1,605.00	4,500.00	97,082.58	0.00	(92,582.58)	2,157.39
Total Dept 900-CAPITAL OUTLAY		17,864.38	16,000.00	97,082.58	0.00	(81,082.58)	606.77
Dept 905-DEBT SERVICE							

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 11/30/2014	ACTIVITY FOR MONTH 11/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-905-985	PSB SHARE OF BOND PMT	87,417.29	85,225.00	8,134.83	8,134.83	77,090.17	9.55
Total Dept 905-DEBT SERVICE		87,417.29	85,225.00	8,134.83	8,134.83	77,090.17	9.55
TOTAL Expenditures		1,276,497.07	1,479,629.00	546,132.44	78,814.03	933,496.56	36.91
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		1,429,121.02	1,510,969.00	197,723.95	145,149.59	1,313,245.05	13.09
TOTAL EXPENDITURES		1,276,497.07	1,479,629.00	546,132.44	78,814.03	933,496.56	36.91
NET OF REVENUES/EXPENDITURES - 2013-14				152,623.95		152,623.95	(1,111.7
NET OF REVENUES & EXPENDITURES		152,623.95	31,340.00	(348,408.49)	66,335.56	379,748.49	1,111.71
BEG. FUND BALANCE		1,396,753.84	1,396,753.84	1,396,753.84			(1,111.7
END FUND BALANCE		1,549,377.79	1,428,093.84	1,200,969.30			(1,111.7

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 11/30/2014	ACTIVITY FOR MONTH 11/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 207 - LAW ENFORCEMENT FUND							
Revenues							
Dept 000							
207-000-402	CURRENT PROPERTY TAX	1,357,583.69	1,380,946.00	0.00	0.00	1,380,946.00	0.00
207-000-445	PENALTY & INTEREST ON TAXES	726.06	0.00	0.00	0.00	0.00	0.00
207-000-570	LIQUOR LICENSE & PERMITS	2,605.35	3,000.00	2,593.25	27.50	406.75	86.44
207-000-590	GRANT INCOME	0.00	1,000.00	0.00	0.00	1,000.00	0.00
207-000-626	COPY & FOIA INCOME	2,030.50	1,500.00	1,008.50	350.00	491.50	67.23
207-000-656	FINES & COURT FEES	28,074.67	30,000.00	6,265.05	0.00	23,734.95	20.88
207-000-658	IMPOUND FEES	2,120.00	2,000.00	780.00	0.00	1,220.00	39.00
207-000-664	FEES PAID FOR OFFICER WAGES	3,671.00	6,000.00	6,298.12	0.00	(298.12)	104.97
207-000-665	INTEREST INCOME	0.00	0.00	319.13	319.13	(319.13)	100.00
207-000-671	REIMBURSEMENT/OTHER INCOME	3,714.25	3,000.00	1,100.00	156.00	1,900.00	36.67
207-000-673	SALE OF FIXED ASSET	3,986.00	0.00	605.25	145.25	(605.25)	100.00
207-000-675	CONTRIBUTION-PRIVATE SOURCES	0.00	200.00	0.00	0.00	200.00	0.00
207-000-681	OT REIMBURSEMENT	16,846.01	17,000.00	9,576.57	0.00	7,423.43	56.33
Total Dept 000		1,421,357.53	1,444,646.00	28,545.87	997.88	1,416,100.13	1.98
Dept 336-CONTRIBUTIONS							
207-336-588	CONTRIBUTION OTHER FUND(S)	35,000.00	36,000.00	0.00	0.00	36,000.00	0.00
207-336-683	CONTRIBUTION - INDEPENDENCE DAY CELEBRA	1,000.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 336-CONTRIBUTIONS		36,000.00	37,500.00	0.00	0.00	37,500.00	0.00
TOTAL Revenues		1,457,357.53	1,482,146.00	28,545.87	997.88	1,453,600.13	1.93
Expenditures							
Dept 226-PERSONNEL							
207-226-701	SALARIES	187,203.98	193,211.00	87,367.28	15,747.70	105,843.72	45.22
207-226-702	SALARIES	364,740.09	376,420.00	175,181.26	33,175.94	201,238.74	46.54
207-226-704	CLERICAL/DEP /SUPER/ELECTION	60,904.85	67,717.00	26,966.74	4,745.27	40,750.26	39.82
207-226-708	SALARIES-PART TIME	22,915.85	36,500.00	17,196.28	3,520.52	19,303.72	47.11
207-226-710	JANITORIAL SALARIES	4,240.00	5,000.00	3,440.00	720.00	1,560.00	68.80
207-226-711	SALARIES-OVERTIME	58,941.16	36,500.00	17,223.96	2,502.72	19,276.04	47.19
207-226-714	HOLIDAY	31,837.50	33,920.00	0.00	0.00	33,920.00	0.00
207-226-715	SOCIAL SECURITY	57,592.99	58,185.00	25,044.22	4,621.53	33,140.78	43.04
207-226-716	HOSPITALIZATION	129,914.66	156,015.00	47,766.02	8,179.29	108,248.98	30.62
207-226-717	LIFE/DISB. INSURANCE	8,404.74	8,741.00	3,914.22	652.37	4,826.78	44.78
207-226-718	PENSION	57,505.86	60,884.00	26,127.52	4,615.02	34,756.48	42.91
207-226-719	EMPLOYEE FRINGE-LONGEVITY	4,800.00	5,400.00	0.00	0.00	5,400.00	0.00
207-226-720	BANKED PTO	(119,213.11)	0.00	0.00	0.00	0.00	0.00
207-226-730	MEDICAL TESTING	712.50	500.00	0.00	0.00	500.00	0.00
207-226-731	WORKERS COMP INSURANCE	7,536.00	10,130.00	0.00	0.00	10,130.00	0.00
207-226-741	UNIFORMS/GEAR & ALLOWANCE	5,900.00	5,900.00	0.00	0.00	5,900.00	0.00
207-226-927	ALLOCATE TO DEPARTMENTS	54,568.00	56,771.00	24,722.00	24,722.00	32,049.00	43.55
207-226-957	TRAINING & DEVELOPMENT	1,790.00	500.00	50.00	50.00	450.00	10.00
Total Dept 226-PERSONNEL		940,295.07	1,112,294.00	454,999.50	103,252.36	657,294.50	40.91
Dept 265-HALL AND GROUNDS							
207-265-821	PSB MAINT & OPS ALLOCATION	52,441.00	49,933.00	18,155.00	18,155.00	31,778.00	36.36
Total Dept 265-HALL AND GROUNDS		52,441.00	49,933.00	18,155.00	18,155.00	31,778.00	36.36

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
PERIOD ENDING 11/30/2014
% Fiscal Year Completed: 41.92

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 11/30/2014	ACTIVITY FOR MONTH 11/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 207 - LAW ENFORCEMENT FUND							
Expenditures							
Dept 270-LEGAL/PROFESSIONAL							
207-270-722	CONTROLLER	7,982.00	8,227.00	3,241.00	3,241.00	4,986.00	39.39
207-270-802	AUDIT FEES	3,060.00	3,060.00	3,060.00	0.00	0.00	100.00
207-270-803	LEGAL	39,700.00	40,000.00	16,500.00	3,300.00	23,500.00	41.25
Total Dept 270-LEGAL/PROFESSIONAL		50,742.00	51,287.00	22,801.00	6,541.00	28,486.00	44.46
Dept 301-OPERATING COSTS							
207-301-727	SUPPLIES	4,397.38	4,000.00	1,876.73	356.47	2,123.27	46.92
207-301-741	UNIFORMS/GEAR & ALLOWANCE	2,672.67	1,000.00	58.29	0.00	941.71	5.83
207-301-807	MEMBERSHIP DUES	1,746.10	2,000.00	505.00	105.00	1,495.00	25.25
207-301-818	CONTRACTUAL SERVICES	17,547.00	19,000.00	3,638.00	0.00	15,362.00	19.15
207-301-820	DISPATCH SERVICES	63,346.92	68,000.00	26,394.55	5,278.91	41,605.45	38.82
207-301-850	COMMUNICATION	16,931.74	22,000.00	5,830.22	1,729.02	16,169.78	26.50
207-301-851	POSTAGE	136.90	200.00	120.90	20.90	79.10	60.45
207-301-900	PRINTING & PUBLICATIONS	263.18	500.00	31.93	0.00	468.07	6.39
207-301-910	INSURANCE & BONDS	20,675.00	17,513.00	0.00	0.00	17,513.00	0.00
207-301-929	GRANT EXPENSE	0.00	1,000.00	0.00	0.00	1,000.00	0.00
207-301-930	REPAIRS & MAINTENANCE	3,849.66	4,000.00	217.73	75.62	3,782.27	5.44
207-301-932	RADIO REPAIR	1,100.00	1,100.00	0.00	0.00	1,100.00	0.00
207-301-938	CHARGEBACKS - PRIOR TAX YEARS	74,884.75	0.00	7,575.14	0.00	(7,575.14)	100.00
207-301-940	RENTAL EQUIPMENT	1,319.34	2,300.00	662.05	114.91	1,637.95	28.78
207-301-972	COMPUTER	2,608.35	2,300.00	800.00	0.00	1,500.00	34.78
Total Dept 301-OPERATING COSTS		211,478.99	144,913.00	47,710.54	7,680.83	97,202.46	32.92
Dept 333-TRANSPORTATION							
207-333-860	FUEL & MILEAGE	29,483.23	25,000.00	8,915.61	2,251.69	16,084.39	35.66
207-333-930	REPAIRS & MAINTENANCE	10,834.20	11,000.00	6,241.38	313.00	4,758.62	56.74
Total Dept 333-TRANSPORTATION		40,317.43	36,000.00	15,156.99	2,564.69	20,843.01	42.10
Dept 336-CONTRIBUTIONS							
207-336-964	CONTRIBUTION-FIRE & MED RES	7,867.00	0.00	0.00	0.00	0.00	0.00
Total Dept 336-CONTRIBUTIONS		7,867.00	0.00	0.00	0.00	0.00	0.00
Dept 900-CAPITAL OUTLAY							
207-900-970	EQUIPMENT	0.00	1,500.00	0.00	0.00	1,500.00	0.00
207-900-972	COMPUTER	371.30	500.00	0.00	0.00	500.00	0.00
Total Dept 900-CAPITAL OUTLAY		371.30	2,000.00	0.00	0.00	2,000.00	0.00
Dept 905-DEBT SERVICE							
207-905-985	PSB SHARE OF BOND PMT	87,417.27	85,222.00	8,134.83	8,134.83	77,087.17	9.55
Total Dept 905-DEBT SERVICE		87,417.27	85,222.00	8,134.83	8,134.83	77,087.17	9.55
TOTAL Expenditures		1,390,930.06	1,481,649.00	566,957.86	146,328.71	914,691.14	38.27

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP
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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 11/30/2014	ACTIVITY FOR MONTH 11/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 207 - LAW ENFORCEMENT FUND							
Fund 207 - LAW ENFORCEMENT FUND:							
TOTAL REVENUES		1,457,357.53	1,482,146.00	28,545.87	997.88	1,453,600.13	1.93
TOTAL EXPENDITURES		1,390,930.06	1,481,649.00	566,957.86	146,328.71	914,691.14	38.27
NET OF REVENUES/EXPENDITURES - 2013-14				66,427.47		66,427.47	(108,332
NET OF REVENUES & EXPENDITURES		66,427.47	497.00	(538,411.99)	(145,330.83)	538,908.99	108,332.
BEG. FUND BALANCE		403,950.61	403,950.61	403,950.61			(108,332
END FUND BALANCE		470,378.08	404,447.61	(68,033.91)			(108,332

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Fund 216 - MEDICAL RESCUE FUND							
Revenues							
Dept 000							
216-000-402	CURRENT PROPERTY TAX	607,117.18	617,577.00	0.00	0.00	617,577.00	0.00
216-000-445	PENALTY & INTEREST ON TAXES	337.94	0.00	0.00	0.00	0.00	0.00
216-000-482	HOUSE NUMBERS	400.00	250.00	200.00	0.00	50.00	80.00
216-000-588	CONTRIBUTION OTHER FUND(S)	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
216-000-590	GRANT INCOME	22.10	0.00	0.00	0.00	0.00	0.00
216-000-626	COPY & FOIA INCOME	23.00	25.00	5.00	0.00	20.00	20.00
216-000-635	RESPONSE FEES	20,755.12	8,000.00	1,218.88	0.00	6,781.12	15.24
216-000-639	DRIVEWAY INSPECTIONS	550.00	300.00	300.00	0.00	0.00	100.00
216-000-665	INTEREST INCOME	0.00	0.00	142.32	142.32	(142.32)	100.00
216-000-671	REIMBURSEMENT/OTHER INCOME	4,719.25	5,000.00	1,649.00	789.00	3,351.00	32.98
216-000-673	SALE OF FIXED ASSET	3,058.00	0.00	980.00	0.00	(980.00)	100.00
216-000-675	CONTRIBUTION-PRIVATE SOURCES	100.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		662,082.59	656,152.00	4,495.20	931.32	651,656.80	0.69
Dept 336-CONTRIBUTIONS							
216-336-588	CONTRIBUTION OTHER FUND(S)	15,733.00	0.00	0.00	0.00	0.00	0.00
216-336-683	CONTRIBUTION - INDEPENDENCE DAY CELEBRA	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 336-CONTRIBUTIONS		16,733.00	1,000.00	0.00	0.00	1,000.00	0.00
TOTAL Revenues		678,815.59	657,152.00	4,495.20	931.32	652,656.80	0.68
Expenditures							
Dept 226-PERSONNEL							
216-226-701	SALARIES	77,051.53	79,310.00	33,465.34	6,100.76	45,844.66	42.20
216-226-702	SALARIES	124,669.00	129,000.00	52,080.00	9,082.50	76,920.00	40.37
216-226-705	ADMINISTRATIVE ASSISTANT	5,317.93	6,000.00	2,504.27	460.65	3,495.73	41.74
216-226-708	SALARIES-PART TIME	48,031.62	53,000.00	25,002.03	4,940.02	27,997.97	47.17
216-226-712	SALARIES - OFFICERS	11,245.00	14,000.00	2,750.00	0.00	11,250.00	19.64
216-226-715	SOCIAL SECURITY	21,170.33	22,595.00	9,296.18	1,654.77	13,298.82	41.14
216-226-716	HOSPITALIZATION	17,521.05	19,110.00	9,659.00	1,457.97	9,451.00	50.54
216-226-717	LIFE/DISB. INSURANCE	966.96	900.00	422.46	70.41	477.54	46.94
216-226-718	PENSION	7,699.64	7,931.00	3,337.46	610.04	4,593.54	42.08
216-226-720	BANKED PTO	(13,882.21)	0.00	0.00	0.00	0.00	0.00
216-226-730	MEDICAL TESTING	421.50	4,000.00	321.50	0.00	3,678.50	8.04
216-226-731	WORKERS COMP INSURANCE	7,429.00	9,100.00	0.00	0.00	9,100.00	0.00
216-226-927	ALLOCATE TO DEPARTMENTS	(54,568.00)	(56,771.00)	(24,722.00)	(24,722.00)	(32,049.00)	43.55
216-226-957	TRAINING & DEVELOPMENT	4,416.34	9,000.00	2,349.00	15.00	6,651.00	26.10
216-226-958	TRAINING WAGES	10,421.50	14,000.00	5,686.96	1,017.00	8,313.04	40.62
Total Dept 226-PERSONNEL		267,911.19	311,175.00	122,152.20	687.12	189,022.80	39.26
Dept 265-HALL AND GROUNDS							
216-265-816	GROUNDS/CLEANG/JANITORL SERVIC	2,294.40	2,000.00	0.00	0.00	2,000.00	0.00
216-265-821	PSB MAINT & OPS ALLOCATION	52,441.00	49,933.00	18,155.00	18,155.00	31,778.00	36.36
Total Dept 265-HALL AND GROUNDS		54,735.40	51,933.00	18,155.00	18,155.00	33,778.00	34.96
Dept 270-LEGAL/PROFESSIONAL							
216-270-722	CONTROLLER	7,982.00	8,227.00	3,241.00	3,241.00	4,986.00	39.39

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Fund 216 - MEDICAL RESCUE FUND							
Expenditures							
216-270-802	AUDIT FEES	3,060.00	3,060.00	3,060.00	0.00	0.00	100.00
216-270-803	LEGAL	0.00	3,500.00	0.00	0.00	3,500.00	0.00
Total Dept 270-LEGAL/PROFESSIONAL		11,042.00	14,787.00	6,301.00	3,241.00	8,486.00	42.61
Dept 301-OPERATING COSTS							
216-301-727	SUPPLIES	8,167.39	8,000.00	2,489.24	247.61	5,510.76	31.12
216-301-741	UNIFORMS/GEAR & ALLOWANCE	3,410.42	7,000.00	1,969.04	511.30	5,030.96	28.13
216-301-807	MEMBERSHIP DUES	1,700.68	1,500.00	575.00	75.00	925.00	38.33
216-301-818	CONTRACTUAL SERVICES	8,286.38	2,000.00	393.38	98.15	1,606.62	19.67
216-301-820	DISPATCH SERVICES	10,584.84	10,500.00	4,280.85	856.17	6,219.15	40.77
216-301-850	COMMUNICATION	6,399.32	7,000.00	2,119.41	448.71	4,880.59	30.28
216-301-851	POSTAGE	38.22	50.00	50.00	0.00	0.00	100.00
216-301-900	PRINTING & PUBLICATIONS	0.00	150.00	203.85	0.00	(53.85)	135.90
216-301-910	INSURANCE & BONDS	65,114.00	55,000.00	0.00	0.00	55,000.00	0.00
216-301-920	UTILITIES	15,890.74	10,000.00	746.93	105.60	9,253.07	7.47
216-301-930	REPAIRS & MAINTENANCE	2,357.13	4,000.00	689.75	0.00	3,310.25	17.24
216-301-932	RADIO REPAIR	2,830.00	2,200.00	0.00	0.00	2,200.00	0.00
216-301-938	CHARGEBACKS - PRIOR TAX YEARS	33,484.44	0.00	3,387.70	0.00	(3,387.70)	100.00
Total Dept 301-OPERATING COSTS		158,263.56	107,400.00	16,905.15	2,342.54	90,494.85	15.74
Dept 333-TRANSPORTATION							
216-333-860	FUEL & MILEAGE	13,600.98	12,000.00	3,596.14	953.84	8,403.86	29.97
216-333-930	REPAIRS & MAINTENANCE	15,697.85	20,000.00	5,992.34	1,189.60	14,007.66	29.96
Total Dept 333-TRANSPORTATION		29,298.83	32,000.00	9,588.48	2,143.44	22,411.52	29.96
Dept 900-CAPITAL OUTLAY							
216-900-970	EQUIPMENT	28,007.88	6,000.00	2,111.85	762.75	3,888.15	35.20
216-900-972	COMPUTER	703.56	0.00	234.52	0.00	(234.52)	100.00
Total Dept 900-CAPITAL OUTLAY		28,711.44	6,000.00	2,346.37	762.75	3,653.63	39.11
Dept 905-DEBT SERVICE							
216-905-985	PSB SHARE OF BOND PMT	87,417.27	85,222.00	8,134.84	8,134.84	77,087.16	9.55
216-905-991	DEBT SERVICE - PRINCIPAL	41,750.56	43,776.00	43,775.46	0.00	0.54	100.00
216-905-995	DEBT SERVICE - INTEREST	6,374.09	4,350.00	4,349.19	0.00	0.81	99.98
Total Dept 905-DEBT SERVICE		135,541.92	133,348.00	56,259.49	8,134.84	77,088.51	42.19
TOTAL Expenditures		685,504.34	656,643.00	231,707.69	35,466.69	424,935.31	35.29
Fund 216 - MEDICAL RESCUE FUND:							
TOTAL REVENUES		678,815.59	657,152.00	4,495.20	931.32	652,656.80	0.68
TOTAL EXPENDITURES		685,504.34	656,643.00	231,707.69	35,466.69	424,935.31	35.29
NET OF REVENUES/EXPENDITURES - 2013-14				(6,688.75)		(6,688.75)	(44,639.
NET OF REVENUES & EXPENDITURES		(6,688.75)	509.00	(227,212.49)	(34,535.37)	227,721.49	44,639.0

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Fund 216 - MEDICAL RESCUE FUND							
BEG. FUND BALANCE		419,120.53	419,120.53	419,120.53			
END FUND BALANCE		412,431.78	419,629.53	185,219.29			(44,639.
							(44,639.

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Fund 230 - DONATION FUND							
Revenues							
Dept 000							
230-000-690	DONATION - DOG PARK	3,350.00	0.00	0.00	0.00	0.00	0.00
230-000-691	DONATION - FIREWORKS	350.00	0.00	(525.00)	500.00	525.00	100.00
230-000-692	DONATION - EVENTS/COMMUNITY PROJECTS	1,350.00	0.00	(1,025.00)	0.00	1,025.00	100.00
230-000-698	DONATIONS - ALL OTHER SCC	20.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		5,070.00	0.00	(1,550.00)	500.00	1,550.00	100.00
TOTAL Revenues		5,070.00	0.00	(1,550.00)	500.00	1,550.00	100.00
Expenditures							
Dept 301-OPERATING COSTS							
230-301-904	DONATIONS - EVENTS/COMMUNITY PROJECTS	1,505.66	0.00	215.79	18.00	(215.79)	100.00
Total Dept 301-OPERATING COSTS		1,505.66	0.00	215.79	18.00	(215.79)	100.00
TOTAL Expenditures		1,505.66	0.00	215.79	18.00	(215.79)	100.00
Fund 230 - DONATION FUND:							
TOTAL REVENUES		5,070.00	0.00	(1,550.00)	500.00	1,550.00	100.00
TOTAL EXPENDITURES		1,505.66	0.00	215.79	18.00	(215.79)	100.00
NET OF REVENUES/EXPENDITURES - 2013-14				3,564.34		3,564.34	100.00
NET OF REVENUES & EXPENDITURES		3,564.34	0.00	(1,765.79)	482.00	1,765.79	100.00
BEG. FUND BALANCE		500.00	500.00	500.00			100.00
END FUND BALANCE		4,064.34	500.00	2,298.55			100.00

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 11/30/2014	ACTIVITY FOR MONTH 11/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTH							
Revenues							
Dept 000							
248-000-671	REIMBURSEMENT/OTHER INCOME	20.00	0.00	0.00	0.00	0.00	0.00
248-000-675	CONTRIBUTION-PRIVATE SOURCES	25,347.28	0.00	0.00	0.00	0.00	0.00
Total Dept 000		25,367.28	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues		25,367.28	0.00	0.00	0.00	0.00	0.00
Expenditures							
Dept 301-OPERATING COSTS							
248-301-800	OTHER PROFESSIONAL FEES	1,100.00	20,000.00	0.00	0.00	20,000.00	0.00
248-301-816	GROUNDS/CLEANG/JANITORL SERVIC	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
Total Dept 301-OPERATING COSTS		2,300.00	21,200.00	0.00	0.00	21,200.00	0.00
Dept 449-ROAD WORK							
248-449-814	ROAD IMPROVEMENTS	22,790.00	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 449-ROAD WORK		22,790.00	20,000.00	0.00	0.00	20,000.00	0.00
Dept 900-CAPITAL OUTLAY							
248-900-925	STREETSCAPING	0.00	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 900-CAPITAL OUTLAY		0.00	1,500.00	0.00	0.00	1,500.00	0.00
TOTAL Expenditures		25,090.00	42,700.00	0.00	0.00	42,700.00	0.00
Fund 248 - DOWNTOWN DEVELOPMENT AUTH:							
TOTAL REVENUES		25,367.28	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		25,090.00	42,700.00	0.00	0.00	42,700.00	0.00
NET OF REVENUES/EXPENDITURES - 2013-14				277.28		277.28	0.00
NET OF REVENUES & EXPENDITURES		277.28	(42,700.00)	0.00	0.00	(42,700.00)	0.00
BEG. FUND BALANCE		91,222.05	91,222.05	91,222.05			
END FUND BALANCE		91,499.33	48,522.05	91,499.33			

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Fund 265 - NARCOTICS FUND							
Revenues							
Dept 000							
265-000-661	FORFEITURES	29,373.25	50,000.00	600.00	600.00	49,400.00	1.20
Total Dept 000		29,373.25	50,000.00	600.00	600.00	49,400.00	1.20
TOTAL Revenues		29,373.25	50,000.00	600.00	600.00	49,400.00	1.20
Expenditures							
Dept 226-PERSONNEL							
265-226-957	TRAINING & DEVELOPMENT	275.00	0.00	0.00	0.00	0.00	0.00
Total Dept 226-PERSONNEL		275.00	0.00	0.00	0.00	0.00	0.00
Dept 301-OPERATING COSTS							
265-301-727	SUPPLIES	0.00	1,000.00	0.00	0.00	1,000.00	0.00
265-301-899	FORFEITURE SHARING	14,085.94	20,000.00	1,859.75	0.00	18,140.25	9.30
265-301-956	MISCELLANEOUS	2,645.20	300.00	32.00	0.00	268.00	10.67
Total Dept 301-OPERATING COSTS		16,731.14	21,300.00	1,891.75	0.00	19,408.25	8.88
Dept 336-CONTRIBUTIONS							
265-336-967	CONTRIBUTION-LAW ENFORCEMENT	0.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 336-CONTRIBUTIONS		0.00	1,000.00	0.00	0.00	1,000.00	0.00
Dept 900-CAPITAL OUTLAY							
265-900-970	EQUIPMENT	300.00	4,000.00	3,549.92	0.00	450.08	88.75
Total Dept 900-CAPITAL OUTLAY		300.00	4,000.00	3,549.92	0.00	450.08	88.75
TOTAL Expenditures		17,306.14	26,300.00	5,441.67	0.00	20,858.33	20.69
Fund 265 - NARCOTICS FUND:							
TOTAL REVENUES		29,373.25	50,000.00	600.00	600.00	49,400.00	1.20
TOTAL EXPENDITURES		17,306.14	26,300.00	5,441.67	0.00	20,858.33	20.69
NET OF REVENUES/EXPENDITURES - 2013-14				12,067.11		12,067.11	(20.43)
NET OF REVENUES & EXPENDITURES		12,067.11	23,700.00	(4,841.67)	600.00	28,541.67	20.43
BEG. FUND BALANCE		34,179.38	34,179.38	34,179.38			(20.43)
END FUND BALANCE		46,246.49	57,879.38	41,404.82			(20.43)

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 11/30/2014	ACTIVITY FOR MONTH 11/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 266 - FEDERAL NARCOTICS FUND							
Revenues							
Dept 000							
266-000-661	FORFEITURES	453,900.04	100,000.00	666.20	0.00	99,333.80	0.67
Total Dept 000		453,900.04	100,000.00	666.20	0.00	99,333.80	0.67
TOTAL Revenues		453,900.04	100,000.00	666.20	0.00	99,333.80	0.67
Expenditures							
Dept 301-OPERATING COSTS							
266-301-727	SUPPLIES	1,214.28	10,000.00	3,470.24	74.74	6,529.76	34.70
266-301-956	MISCELLANEOUS	0.00	5,000.00	2,709.68	99.00	2,290.32	54.19
Total Dept 301-OPERATING COSTS		1,214.28	15,000.00	6,179.92	173.74	8,820.08	41.20
Dept 336-CONTRIBUTIONS							
266-336-967	CONTRIBUTION-LAW ENFORCEMENT	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	0.00	0.00	35,000.00	0.00
Dept 900-CAPITAL OUTLAY							
266-900-970	EQUIPMENT	16,870.71	160,000.00	92,439.39	813.05	67,560.61	57.77
266-900-974	VEHICLE	89,187.50	75,000.00	500.00	500.00	74,500.00	0.67
Total Dept 900-CAPITAL OUTLAY		106,058.21	235,000.00	92,939.39	1,313.05	142,060.61	39.55
TOTAL Expenditures		142,272.49	285,000.00	99,119.31	1,486.79	185,880.69	34.78
Fund 266 - FEDERAL NARCOTICS FUND:							
TOTAL REVENUES		453,900.04	100,000.00	666.20	0.00	99,333.80	0.67
TOTAL EXPENDITURES		142,272.49	285,000.00	99,119.31	1,486.79	185,880.69	34.78
NET OF REVENUES/EXPENDITURES - 2013-14				311,627.55		311,627.55	53.22
NET OF REVENUES & EXPENDITURES		311,627.55	(185,000.00)	(98,453.11)	(1,486.79)	(86,546.89)	53.22
BEG. FUND BALANCE		204,081.57	204,081.57	204,081.57			53.22
END FUND BALANCE		515,709.12	19,081.57	417,256.01			53.22

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GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 11/30/2014	ACTIVITY FOR MONTH 11/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 287 - BUILDING DEPARTMENT FUND							
Revenues							
Dept 000							
287-000-481	SIGN PERMITS	1,055.00	0.00	0.00	0.00	0.00	0.00
287-000-484	BUILDING PLAN REVIEW FEES	3,372.00	2,650.00	1,566.00	200.00	1,084.00	59.09
287-000-485	BUILDING PERMIT FEES	34,683.00	29,240.00	17,190.00	1,525.00	12,050.00	58.79
287-000-486	CONTRACTOR'S REGISTRATION	630.00	675.00	1,050.00	150.00	(375.00)	155.56
287-000-488	TRADE PERMIT FEES	21,300.00	19,950.00	16,734.00	3,620.00	3,216.00	83.88
Total Dept 000		61,040.00	52,515.00	36,540.00	5,495.00	15,975.00	69.58
TOTAL Revenues		61,040.00	52,515.00	36,540.00	5,495.00	15,975.00	69.58
Expenditures							
Dept 226-PERSONNEL							
287-226-720	BANKED PTO	(10,885.67)	0.00	0.00	0.00	0.00	0.00
287-226-927	ALLOCATE TO DEPARTMENTS	7,397.00	19,561.00	7,817.00	7,817.00	11,744.00	39.96
Total Dept 226-PERSONNEL		(3,488.67)	19,561.00	7,817.00	7,817.00	11,744.00	39.96
Dept 261-GOVERNMENT SHARED SERVICES							
287-261-725	INSPECTOR EXPENSES	24,123.16	15,000.00	10,323.00	3,825.00	4,677.00	68.82
Total Dept 261-GOVERNMENT SHARED SERVICES		24,123.16	15,000.00	10,323.00	3,825.00	4,677.00	68.82
Dept 270-LEGAL/PROFESSIONAL							
287-270-722	CONTROLLER	1,596.00	1,646.00	648.00	648.00	998.00	39.37
287-270-802	AUDIT FEES	900.00	900.00	900.00	0.00	0.00	100.00
Total Dept 270-LEGAL/PROFESSIONAL		2,496.00	2,546.00	1,548.00	648.00	998.00	60.80
Dept 301-OPERATING COSTS							
287-301-725	INSPECTOR EXPENSES	10,793.05	12,500.00	2,415.35	1,061.40	10,084.65	19.32
287-301-727	SUPPLIES	0.00	100.00	392.00	0.00	(292.00)	392.00
287-301-850	COMMUNICATION	523.96	300.00	94.21	31.43	205.79	31.40
287-301-910	INSURANCE & BONDS	600.00	600.00	0.00	0.00	600.00	0.00
287-301-927	ALLOCATE TO DEPARTMENTS	0.00	1,000.00	0.00	0.00	1,000.00	0.00
287-301-930	REPAIRS & MAINTENANCE	0.00	625.00	0.00	0.00	625.00	0.00
Total Dept 301-OPERATING COSTS		11,917.01	15,125.00	2,901.56	1,092.83	12,223.44	19.18
TOTAL Expenditures		35,047.50	52,232.00	22,589.56	13,382.83	29,642.44	43.25
Fund 287 - BUILDING DEPARTMENT FUND:							
TOTAL REVENUES		61,040.00	52,515.00	36,540.00	5,495.00	15,975.00	69.58
TOTAL EXPENDITURES		35,047.50	52,232.00	22,589.56	13,382.83	29,642.44	43.25
NET OF REVENUES/EXPENDITURES - 2013-14				25,992.50		25,992.50	4,929.48
NET OF REVENUES & EXPENDITURES		25,992.50	283.00	13,950.44	(7,887.83)	(13,667.44)	4,929.48
BEG. FUND BALANCE		39,421.50	39,421.50	39,421.50			4,929.48
END FUND BALANCE		65,414.00	39,704.50	79,364.44			4,929.48

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 11/30/2014	ACTIVITY FOR MONTH 11/30/2014	AVAILABLE BALANCE	% BDGT USED

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 11/30/2014	ACTIVITY FOR MONTH 11/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 369 - BLDG AUTH DEBT FUND							
Revenues							
Dept 000							
369-000-685	FUNDS XFER FOR 3.5 BOND PMT	262,251.83	255,666.00	24,404.50	24,404.50	231,261.50	9.55
Total Dept 000		262,251.83	255,666.00	24,404.50	24,404.50	231,261.50	9.55
TOTAL Revenues		262,251.83	255,666.00	24,404.50	24,404.50	231,261.50	9.55
Expenditures							
Dept 905-DEBT SERVICE							
369-905-942	3 M BOND BLDG AUTH	179,470.20	206,856.00	0.00	0.00	206,856.00	0.00
369-905-943	500K CAPITAL IMP	29,071.90	0.00	0.00	0.00	0.00	0.00
369-905-987	INTEREST 3 M BOND	46,222.31	48,810.00	24,404.50	24,404.50	24,405.50	50.00
369-905-992	INTEREST 500K BOND	7,487.42	0.00	0.00	0.00	0.00	0.00
Total Dept 905-DEBT SERVICE		262,251.83	255,666.00	24,404.50	24,404.50	231,261.50	9.55
TOTAL Expenditures		262,251.83	255,666.00	24,404.50	24,404.50	231,261.50	9.55
Fund 369 - BLDG AUTH DEBT FUND:							
TOTAL REVENUES		262,251.83	255,666.00	24,404.50	24,404.50	231,261.50	9.55
TOTAL EXPENDITURES		262,251.83	255,666.00	24,404.50	24,404.50	231,261.50	9.55
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
BEG. FUND BALANCE							
END FUND BALANCE							

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 11/30/2014	ACTIVITY FOR MONTH 11/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 370 - PUBLIC SAFETY BLDG DEBT FD							
Revenues							
Dept 000							
370-000-402	CURRENT PROPERTY TAX	284,298.49	281,178.00	0.00	0.00	281,178.00	0.00
370-000-445	PENALTY & INTEREST ON TAXES	150.54	0.00	0.00	0.00	0.00	0.00
370-000-588	CONTRIBUTION OTHER FUND(S)	157,324.00	149,800.00	54,464.00	54,464.00	95,336.00	36.36
370-000-665	INTEREST INCOME	0.00	0.00	67.22	67.22	(67.22)	100.00
370-000-671	REIMBURSEMENT/OTHER INCOME	26.46	0.00	0.00	0.00	0.00	0.00
Total Dept 000		441,799.49	430,978.00	54,531.22	54,531.22	376,446.78	12.65
TOTAL Revenues		441,799.49	430,978.00	54,531.22	54,531.22	376,446.78	12.65
Expenditures							
Dept 301-OPERATING COSTS							
370-301-727	SUPPLIES	1,075.42	1,200.00	381.66	381.66	818.34	31.81
370-301-803	LEGAL	0.00	200.00	0.00	0.00	200.00	0.00
370-301-816	GROUNDS/CLEANG/JANITORL SERVIC	9,323.00	10,500.00	1,750.00	200.00	8,750.00	16.67
370-301-818	CONTRACTUAL SERVICES	9,302.82	11,500.00	6,638.35	6,116.35	4,861.65	57.72
370-301-850	COMMUNICATION	3,511.67	4,200.00	1,056.73	240.36	3,143.27	25.16
370-301-910	INSURANCE & BONDS	7,156.00	7,200.00	0.00	0.00	7,200.00	0.00
370-301-920	UTILITIES	82,271.95	85,000.00	25,681.62	9,279.84	59,318.38	30.21
370-301-930	REPAIRS & MAINTENANCE	29,540.47	30,000.00	17,349.34	4,415.37	12,650.66	57.83
370-301-938	CHARGEBACKS - PRIOR TAX YEARS	15,454.03	0.00	1,606.22	0.00	(1,606.22)	100.00
Total Dept 301-OPERATING COSTS		157,635.36	149,800.00	54,463.92	20,633.58	95,336.08	36.36
Dept 905-DEBT SERVICE							
370-905-945	3.8 M PSB BOND	235,000.00	235,000.00	0.00	0.00	235,000.00	0.00
370-905-987	INTEREST 3 M BOND	0.00	0.00	0.00	(24,404.50)	0.00	0.00
370-905-994	INTEREST 3.8 BOND PSB	51,700.00	46,178.00	23,088.75	0.00	23,089.25	50.00
Total Dept 905-DEBT SERVICE		286,700.00	281,178.00	23,088.75	(24,404.50)	258,089.25	8.21
TOTAL Expenditures		444,335.36	430,978.00	77,552.67	(3,770.92)	353,425.33	17.99
Fund 370 - PUBLIC SAFETY BLDG DEBT FD:							
TOTAL REVENUES		441,799.49	430,978.00	54,531.22	54,531.22	376,446.78	12.65
TOTAL EXPENDITURES		444,335.36	430,978.00	77,552.67	(3,770.92)	353,425.33	17.99
NET OF REVENUES/EXPENDITURES - 2013-14				(2,535.87)		(2,535.87)	100.00
NET OF REVENUES & EXPENDITURES		(2,535.87)	0.00	(23,021.45)	58,302.14	23,021.45	100.00
BEG. FUND BALANCE		56,750.37	56,750.37	56,750.37			100.00
END FUND BALANCE		54,214.50	56,750.37	31,193.05			100.00

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Fund 571 - WASTEWATER TREATMENT FUND							
Revenues							
Dept 000							
571-000-445	PENALTY & INTEREST ON TAXES	6.30	0.00	0.00	0.00	0.00	0.00
571-000-500	TAP-IN FEES	3,550.00	0.00	3,550.00	0.00	(3,550.00)	100.00
571-000-651	USAGE FEES	1,160,288.27	1,359,000.00	452,574.79	328,639.08	906,425.21	33.30
571-000-665	INTEREST INCOME	2,720.20	1,000.00	0.00	0.00	1,000.00	0.00
571-000-671	REIMBURSEMENT/OTHER INCOME	2,165.63	2,000.00	1,922.78	144.20	77.22	96.14
571-000-672	SAD INTEREST	82.00	73.00	0.00	0.00	73.00	0.00
571-000-673	SALE OF FIXED ASSET	5,000.00	0.00	0.00	0.00	0.00	0.00
571-000-690	UNREALIZED GAIN/LOSS	(42,596.52)	0.00	0.00	0.00	0.00	0.00
Total Dept 000		1,131,215.88	1,362,073.00	458,047.57	328,783.28	904,025.43	33.63
TOTAL Revenues		1,131,215.88	1,362,073.00	458,047.57	328,783.28	904,025.43	33.63
Expenditures							
Dept 226-PERSONNEL							
571-226-701	SALARIES	60,469.00	65,500.00	27,521.06	5,038.46	37,978.94	42.02
571-226-702	SALARIES	185,551.40	184,403.00	77,799.29	14,181.94	106,603.71	42.19
571-226-711	SALARIES-OVERTIME	5,892.35	10,000.00	3,428.99	0.00	6,571.01	34.29
571-226-715	SOCIAL SECURITY	19,271.32	19,885.00	8,319.32	1,470.36	11,565.68	41.84
571-226-716	HOSPITALIZATION	73,669.11	86,100.00	39,562.12	5,540.01	46,537.88	45.95
571-226-717	LIFE/DISB. INSURANCE	3,444.00	3,487.00	1,510.62	251.77	1,976.38	43.32
571-226-718	PENSION	22,886.86	24,045.00	10,030.38	1,837.96	14,014.62	41.72
571-226-720	BANKED PTO	(3,828.05)	0.00	0.00	0.00	0.00	0.00
571-226-731	WORKERS COMP INSURANCE	2,347.00	2,915.00	0.00	0.00	2,915.00	0.00
571-226-957	TRAINING & DEVELOPMENT	1,395.00	3,500.00	359.00	359.00	3,141.00	10.26
Total Dept 226-PERSONNEL		371,097.99	399,835.00	168,530.78	28,679.50	231,304.22	42.15
Dept 270-LEGAL/PROFESSIONAL							
571-270-722	CONTROLLER	13,303.00	13,713.00	5,402.00	5,402.00	8,311.00	39.39
571-270-802	AUDIT FEES	6,480.00	6,480.00	6,480.00	0.00	0.00	100.00
571-270-803	LEGAL	0.00	500.00	0.00	0.00	500.00	0.00
571-270-806	ENGINEER	13,824.40	30,000.00	3,840.00	0.00	26,160.00	12.80
Total Dept 270-LEGAL/PROFESSIONAL		33,607.40	50,693.00	15,722.00	5,402.00	34,971.00	31.01
Dept 301-OPERATING COSTS							
571-301-727	SUPPLIES	1,811.92	1,200.00	856.61	306.00	343.39	71.38
571-301-740	OPERATING SUPPLIES	36,856.71	50,000.00	16,466.47	6,220.52	33,533.53	32.93
571-301-741	UNIFORMS/GEAR & ALLOWANCE	774.90	2,500.00	370.49	0.00	2,129.51	14.82
571-301-807	MEMBERSHIP DUES	765.00	1,000.00	590.00	0.00	410.00	59.00
571-301-817	LAB & TESTING	1,318.75	5,000.00	4,373.00	2,873.00	627.00	87.46
571-301-819	COLLECTION SYS ANNUAL MAINT	37,569.28	55,000.00	44,430.47	1,927.91	10,569.53	80.78
571-301-825	SEWER ADMINISTRATION FEES	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00
571-301-850	COMMUNICATION	7,119.51	6,000.00	2,434.56	579.85	3,565.44	40.58
571-301-851	POSTAGE	2,702.84	5,000.00	870.00	0.00	4,130.00	17.40
571-301-900	PRINTING & PUBLICATIONS	40.69	200.00	0.00	0.00	200.00	0.00
571-301-910	INSURANCE & BONDS	20,166.00	20,300.00	0.00	0.00	20,300.00	0.00
571-301-920	UTILITIES	111,143.35	100,000.00	35,234.10	9,294.66	64,765.90	35.23
571-301-930	REPAIRS & MAINTENANCE	63,593.40	107,500.00	14,913.28	2,390.69	92,586.72	13.87
571-301-940	RENTAL EQUIPMENT	832.00	500.00	345.00	69.00	155.00	69.00

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 11/30/2014	ACTIVITY FOR MONTH 11/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 571 - WASTEWATER TREATMENT FUND							
Expenditures							
571-301-941	UNIFORMS - RENTALS	2,888.69	0.00	0.00	0.00	0.00	0.00
571-301-950	LAND LEASING	257.75	258.00	257.75	0.00	0.25	99.90
571-301-968	DEPRECIATION EXPENSE	234,283.00	244,578.00	0.00	0.00	244,578.00	0.00
Total Dept 301-OPERATING COSTS		557,123.79	634,036.00	121,141.73	23,661.63	512,894.27	19.11
Dept 333-TRANSPORTATION							
571-333-860	FUEL & MILEAGE	4,218.89	6,500.00	4,820.53	1,075.09	1,679.47	74.16
571-333-930	REPAIRS & MAINTENANCE	1,879.03	2,000.00	35.96	7.02	1,964.04	1.80
Total Dept 333-TRANSPORTATION		6,097.92	8,500.00	4,856.49	1,082.11	3,643.51	57.14
Dept 528-O & M - BOND & INTEREST							
571-528-954	AGENT FEES	657.57	700.00	99.13	0.00	600.87	14.16
571-528-989	INTEREST 1992 BOND	16,738.76	15,340.00	7,669.38	0.00	7,670.62	50.00
571-528-995	DEBT SERVICE - INTEREST	52,627.76	38,630.00	19,314.13	0.00	19,315.87	50.00
Total Dept 528-O & M - BOND & INTEREST		70,024.09	54,670.00	27,082.64	0.00	27,587.36	49.54
Dept 900-CAPITAL OUTLAY							
571-900-970	EQUIPMENT	6,274.47	55,000.00	28,997.00	0.00	26,003.00	52.72
571-900-972	COMPUTER	0.00	17,000.00	0.00	0.00	17,000.00	0.00
Total Dept 900-CAPITAL OUTLAY		6,274.47	72,000.00	28,997.00	0.00	43,003.00	40.27
TOTAL Expenditures		1,044,225.66	1,219,734.00	366,330.64	58,825.24	853,403.36	30.03
Fund 571 - WASTEWATER TREATMENT FUND:							
TOTAL REVENUES		1,131,215.88	1,362,073.00	458,047.57	328,783.28	904,025.43	33.63
TOTAL EXPENDITURES		1,044,225.66	1,219,734.00	366,330.64	58,825.24	853,403.36	30.03
NET OF REVENUES/EXPENDITURES - 2013-14				86,990.22		86,990.22	64.44
NET OF REVENUES & EXPENDITURES		86,990.22	142,339.00	91,716.93	269,958.04	50,622.07	64.44
BEG. FUND BALANCE		5,914,772.59	5,914,772.59	5,914,772.59			64.44
END FUND BALANCE		6,001,762.81	6,057,111.59	6,093,479.74			64.44

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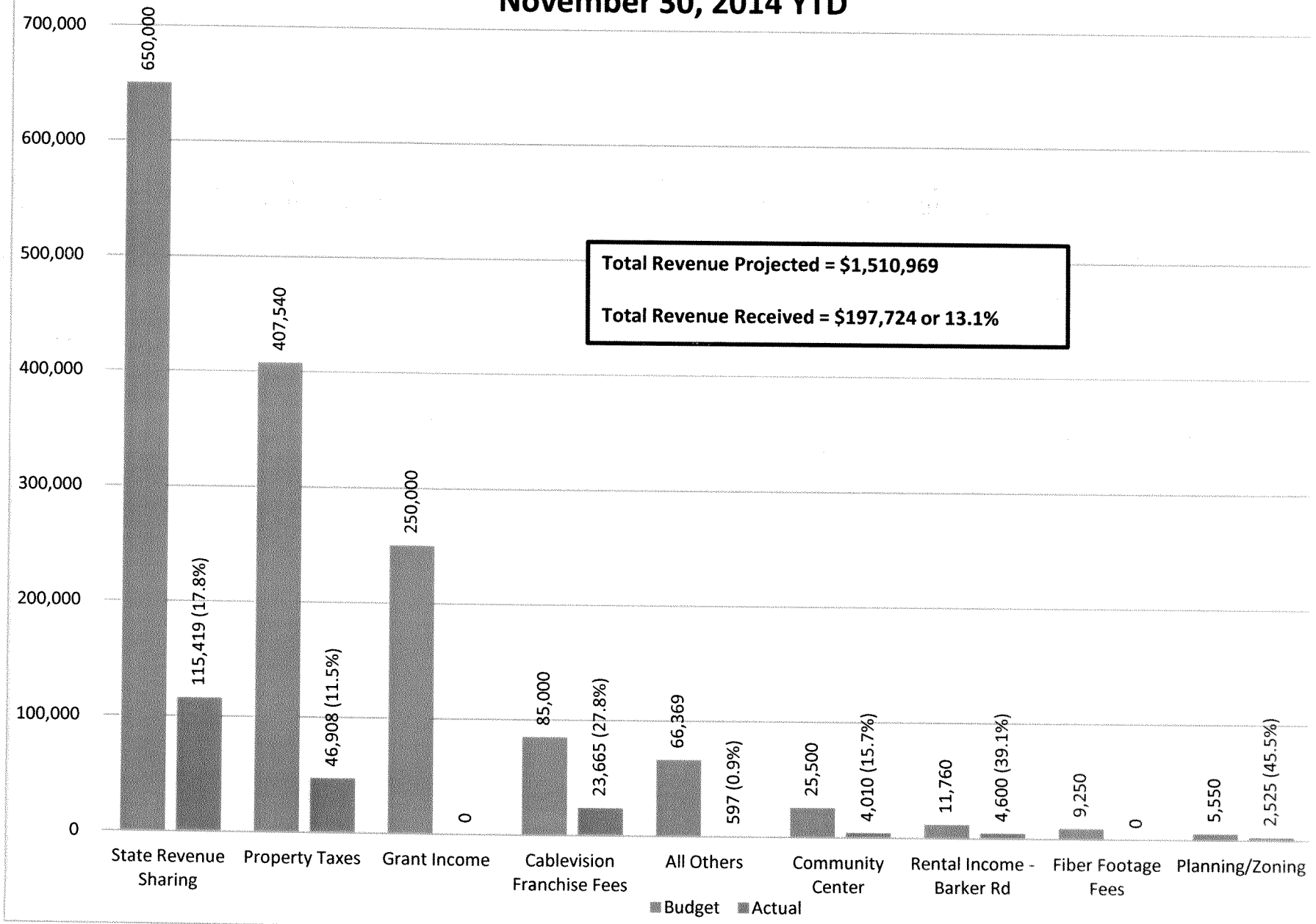
Fund 815 - DIST # 5 SEVEN MILE SEWER							
Revenues							
Dept 000							
815-000-665	INTEREST INCOME	369.90	150.00	0.00	0.00	150.00	0.00
815-000-671	REIMBURSEMENT/OTHER INCOME	2.05	0.00	0.00	0.00	0.00	0.00
815-000-672	SAD INTEREST	13,072.69	10,220.00	0.00	0.00	10,220.00	0.00
815-000-690	UNREALIZED GAIN/LOSS	(5,412.81)	0.00	0.00	0.00	0.00	0.00
Total Dept 000		8,031.83	10,370.00	0.00	0.00	10,370.00	0.00
TOTAL Revenues		8,031.83	10,370.00	0.00	0.00	10,370.00	0.00
Expenditures							
Dept 301-OPERATING COSTS							
815-301-968	DEPRECIATION EXPENSE	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	0.00	0.00	17,519.00	0.00
Dept 905-DEBT SERVICE							
815-905-995	DEBT SERVICE - INTEREST	9,904.78	9,002.00	4,500.51	0.00	4,501.49	49.99
Total Dept 905-DEBT SERVICE		9,904.78	9,002.00	4,500.51	0.00	4,501.49	49.99
TOTAL Expenditures		27,423.78	26,521.00	4,500.51	0.00	22,020.49	16.97
Fund 815 - DIST # 5 SEVEN MILE SEWER:							
TOTAL REVENUES		8,031.83	10,370.00	0.00	0.00	10,370.00	0.00
TOTAL EXPENDITURES		27,423.78	26,521.00	4,500.51	0.00	22,020.49	16.97
NET OF REVENUES/EXPENDITURES - 2013-14				(19,391.95)		(19,391.95)	27.87
NET OF REVENUES & EXPENDITURES		(19,391.95)	(16,151.00)	(4,500.51)	0.00	(11,650.49)	27.87
BEG. FUND BALANCE		632,829.96	632,829.96	632,829.96			27.87
END FUND BALANCE		613,438.01	616,678.96	608,937.50			27.87

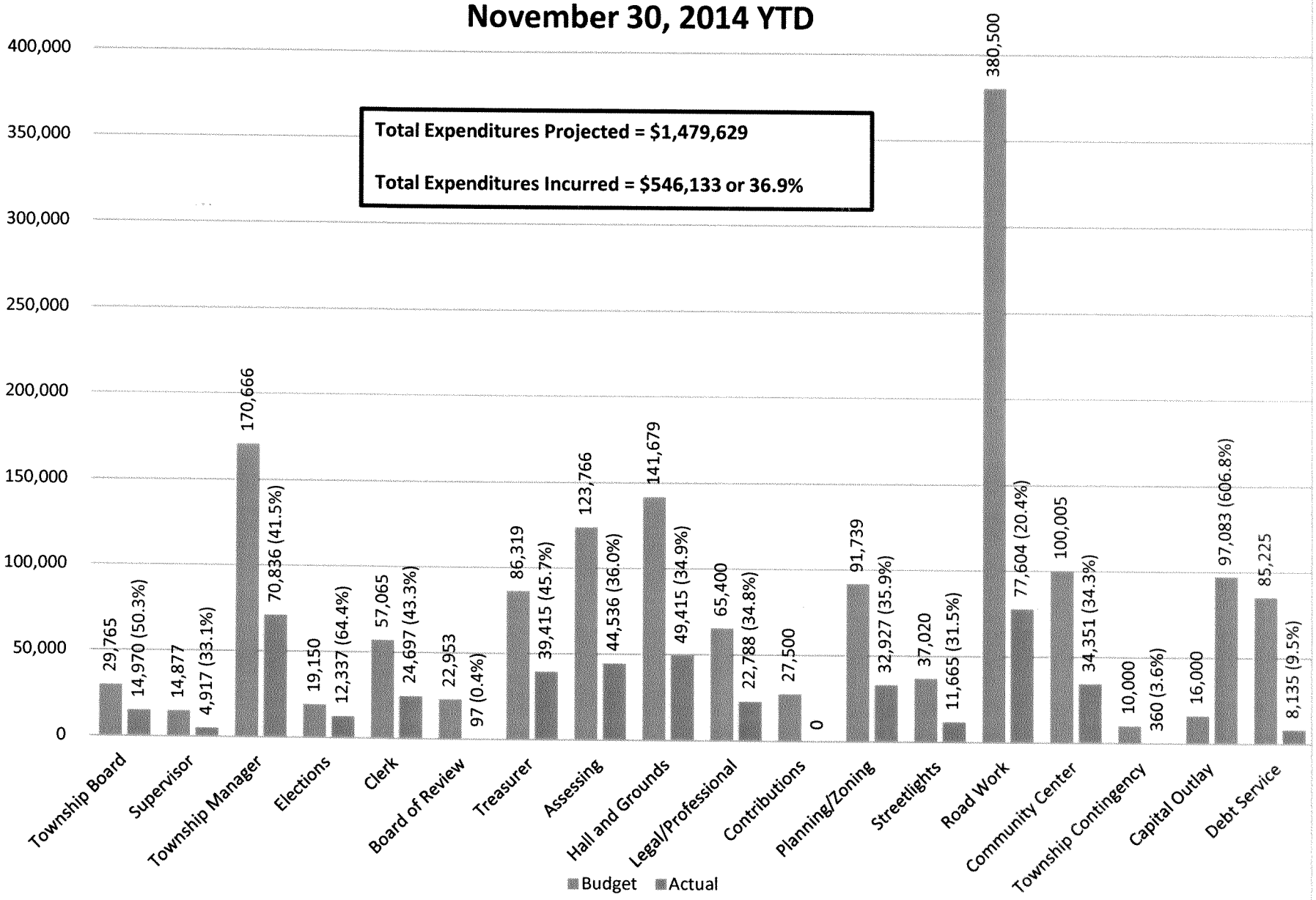
GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 11/30/2014	ACTIVITY FOR MONTH 11/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 883 - DISTRICT #3 HORSESHOE LAKE							
Revenues							
Dept 000							
883-000-665	INTEREST INCOME	2,750.24	1,000.00	0.00	0.00	1,000.00	0.00
883-000-690	UNREALIZED GAIN/LOSS	(43,067.20)	0.00	0.00	0.00	0.00	0.00
Total Dept 000		(40,316.96)	1,000.00	0.00	0.00	1,000.00	0.00
TOTAL Revenues		(40,316.96)	1,000.00	0.00	0.00	1,000.00	0.00
Expenditures							
Dept 301-OPERATING COSTS							
883-301-920	UTILITIES	719.46	0.00	0.00	0.00	0.00	0.00
883-301-930	REPAIRS & MAINTENANCE	5,393.29	90,000.00	0.00	0.00	90,000.00	0.00
883-301-968	DEPRECIATION EXPENSE	4,464.00	0.00	0.00	0.00	0.00	0.00
Total Dept 301-OPERATING COSTS		10,576.75	90,000.00	0.00	0.00	90,000.00	0.00
TOTAL Expenditures		10,576.75	90,000.00	0.00	0.00	90,000.00	0.00
Fund 883 - DISTRICT #3 HORSESHOE LAKE:							
TOTAL REVENUES		(40,316.96)	1,000.00	0.00	0.00	1,000.00	0.00
TOTAL EXPENDITURES		10,576.75	90,000.00	0.00	0.00	90,000.00	0.00
NET OF REVENUES/EXPENDITURES - 2013-14				(50,893.71)		(50,893.71)	0.00
NET OF REVENUES & EXPENDITURES		(50,893.71)	(89,000.00)	0.00	0.00	(89,000.00)	0.00
BEG. FUND BALANCE		744,996.05	744,996.05	744,996.05			
END FUND BALANCE		694,102.34	655,996.05	694,102.34			

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2014	2014-15 AMENDED BUDGET	YTD BALANCE 11/30/2014	ACTIVITY FOR MONTH 11/30/2014	AVAILABLE BALANCE	% BDGT USED
Fund 890 - N.T. SEWER DISTRICT							
Revenues							
Dept 000							
890-000-445	PENALTY & INTEREST ON TAXES	2,514.68	0.00	0.00	0.00	0.00	0.00
890-000-665	INTEREST INCOME	1,698.26	750.00	0.00	0.00	750.00	0.00
890-000-672	SAD INTEREST	59,040.08	49,200.00	0.00	0.00	49,200.00	0.00
890-000-690	UNREALIZED GAIN/LOSS	(26,593.41)	0.00	0.00	0.00	0.00	0.00
Total Dept 000		36,659.61	49,950.00	0.00	0.00	49,950.00	0.00
TOTAL Revenues		36,659.61	49,950.00	0.00	0.00	49,950.00	0.00
Expenditures							
Dept 301-OPERATING COSTS							
890-301-803	LEGAL	0.00	200.00	0.00	0.00	200.00	0.00
890-301-968	DEPRECIATION EXPENSE	76,142.36	74,187.00	0.00	0.00	74,187.00	0.00
Total Dept 301-OPERATING COSTS		76,142.36	74,387.00	0.00	0.00	74,387.00	0.00
Dept 905-DEBT SERVICE							
890-905-954	AGENT FEES	420.43	450.00	63.37	0.00	386.63	14.08
890-905-998	INTEREST NT BOND	33,647.24	24,700.00	12,348.37	0.00	12,351.63	49.99
Total Dept 905-DEBT SERVICE		34,067.67	25,150.00	12,411.74	0.00	12,738.26	49.35
TOTAL Expenditures		110,210.03	99,537.00	12,411.74	0.00	87,125.26	12.47
Fund 890 - N.T. SEWER DISTRICT:							
TOTAL REVENUES		36,659.61	49,950.00	0.00	0.00	49,950.00	0.00
TOTAL EXPENDITURES		110,210.03	99,537.00	12,411.74	0.00	87,125.26	12.47
NET OF REVENUES/EXPENDITURES - 2013-14				(73,550.42)		(73,550.42)	25.03
NET OF REVENUES & EXPENDITURES		(73,550.42)	(49,587.00)	(12,411.74)	0.00	(37,175.26)	25.03
BEG. FUND BALANCE		3,101,024.04	3,101,024.04	3,101,024.04			25.03
END FUND BALANCE		3,027,473.62	3,051,437.04	3,015,061.88			25.03
TOTAL REVENUES - ALL FUNDS		5,979,686.39	5,962,819.00	804,004.51	561,392.79	5,158,814.49	13.48
TOTAL EXPENDITURES - ALL FUNDS		5,473,176.67	6,146,589.00	1,957,364.38	354,955.87	4,189,224.62	31.84
NET OF REVENUES & EXPENDITURES		506,509.72	(183,770.00)	(1,153,359.87)	206,436.92	969,589.87	627.61
BEG. FUND BALANCE - ALL FUNDS		13,039,602.49	13,039,602.49	13,039,602.49			25.03
END FUND BALANCE - ALL FUNDS		13,546,112.21	12,855,832.49	12,392,752.34			25.03

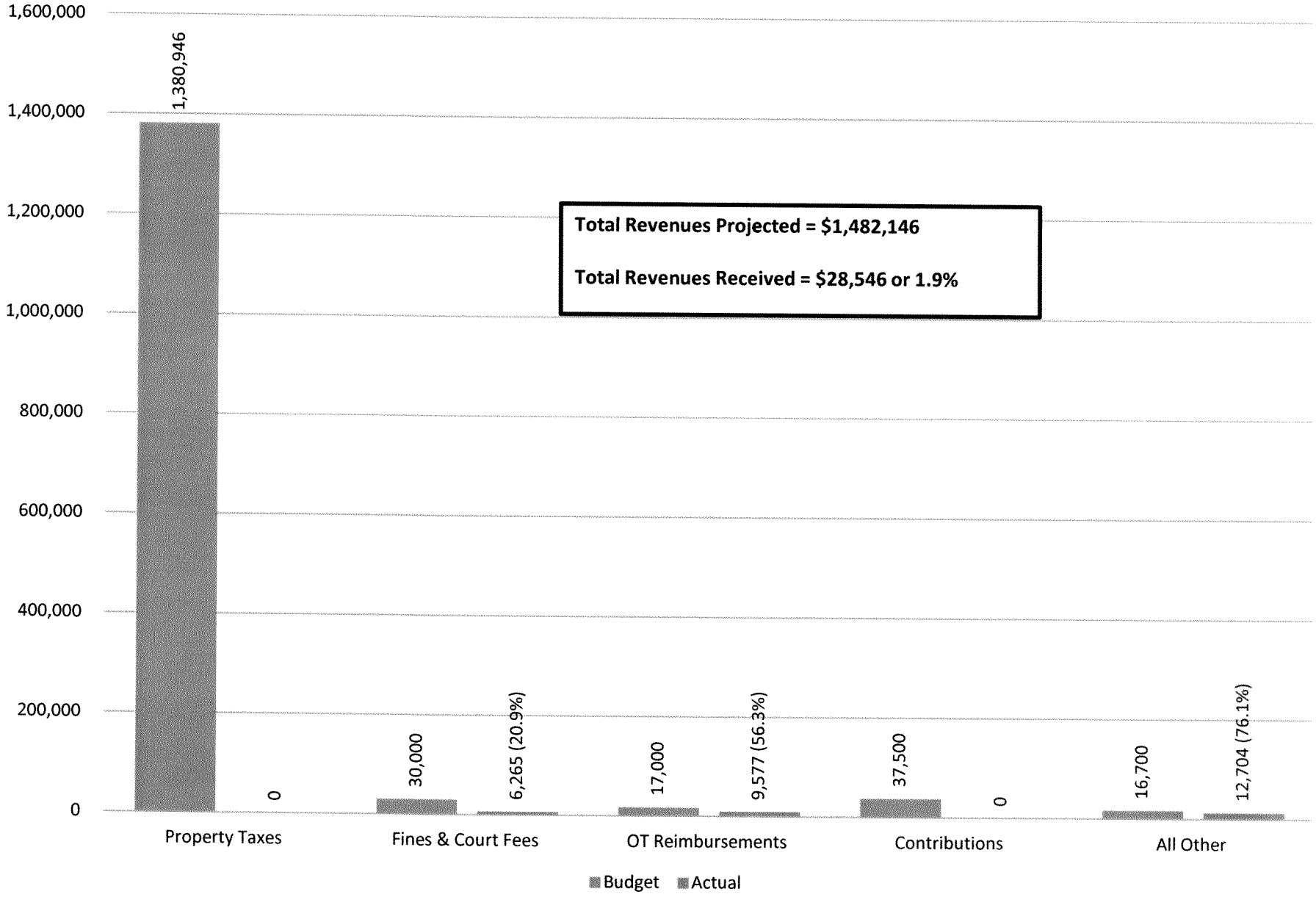
NORTHFIELD TOWNSHIP
GENERAL FUND
Revenues Projected vs. Received
November 30, 2014 YTD



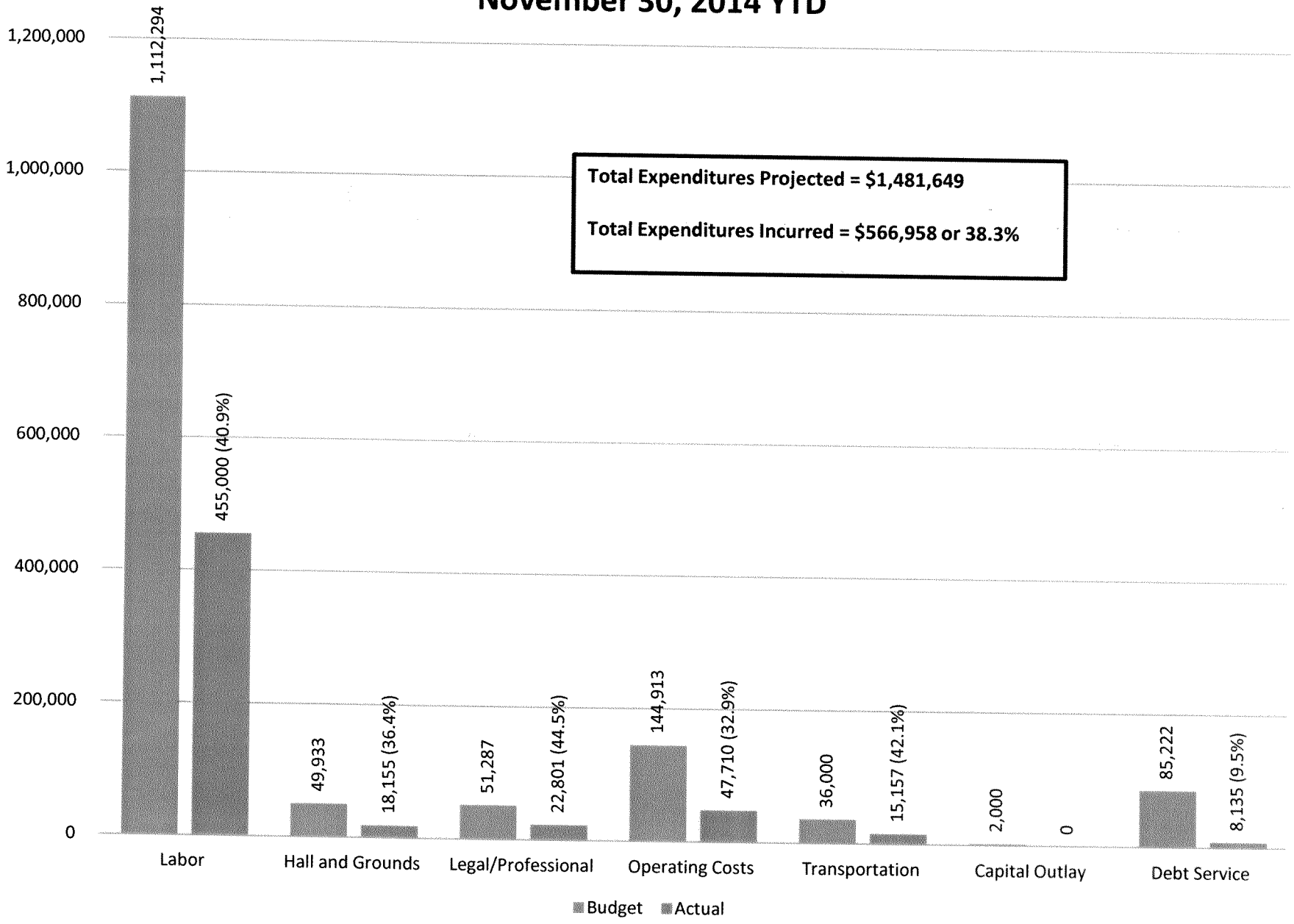
NORTHFIELD TOWNSHIP
GENERAL FUND
Expenditures Projected vs. Incurred
November 30, 2014 YTD



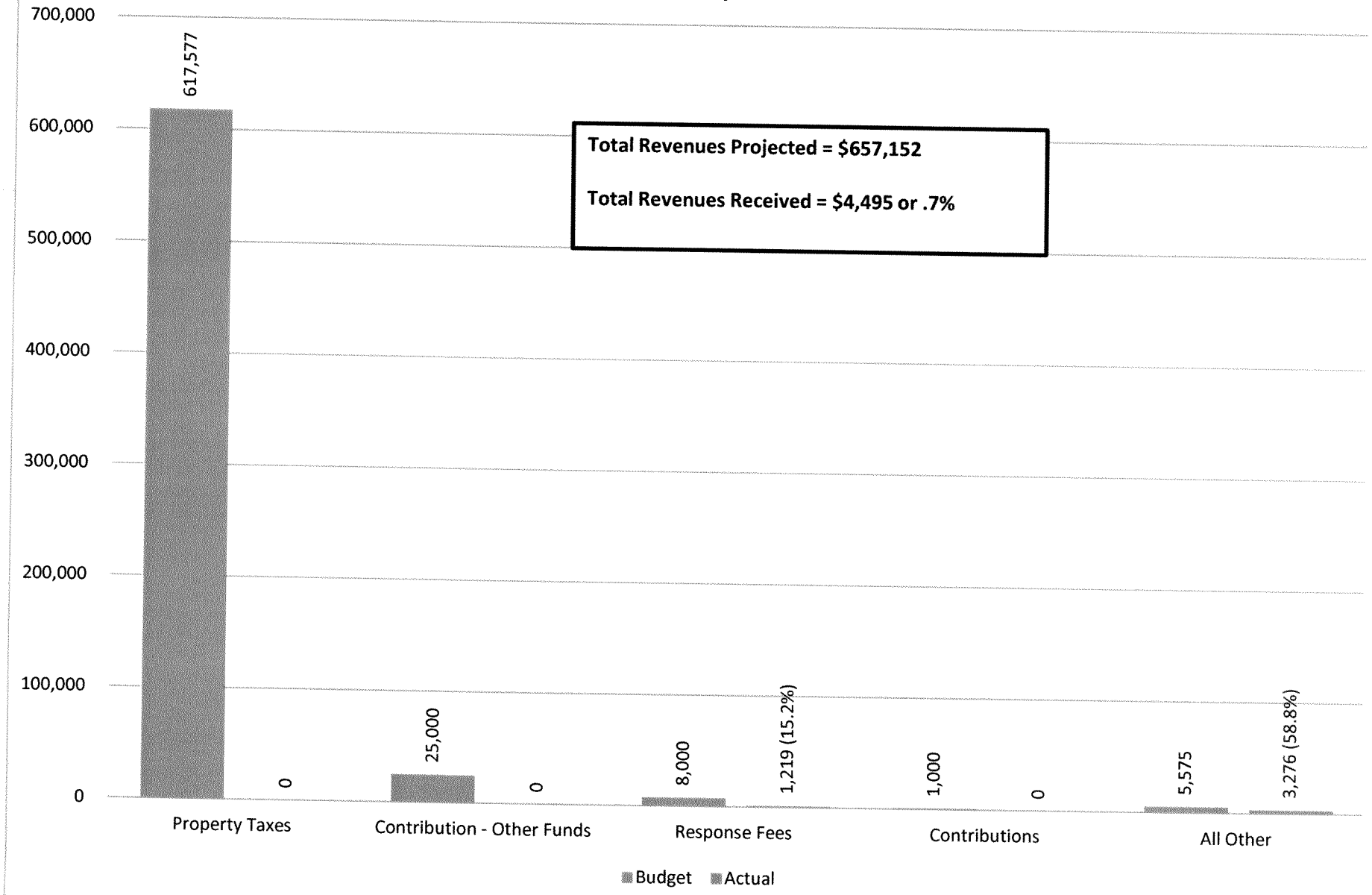
NORTHFIELD TOWNSHIP
POLICE FUND
Revenues Projected vs. Received
November 30, 2014 YTD



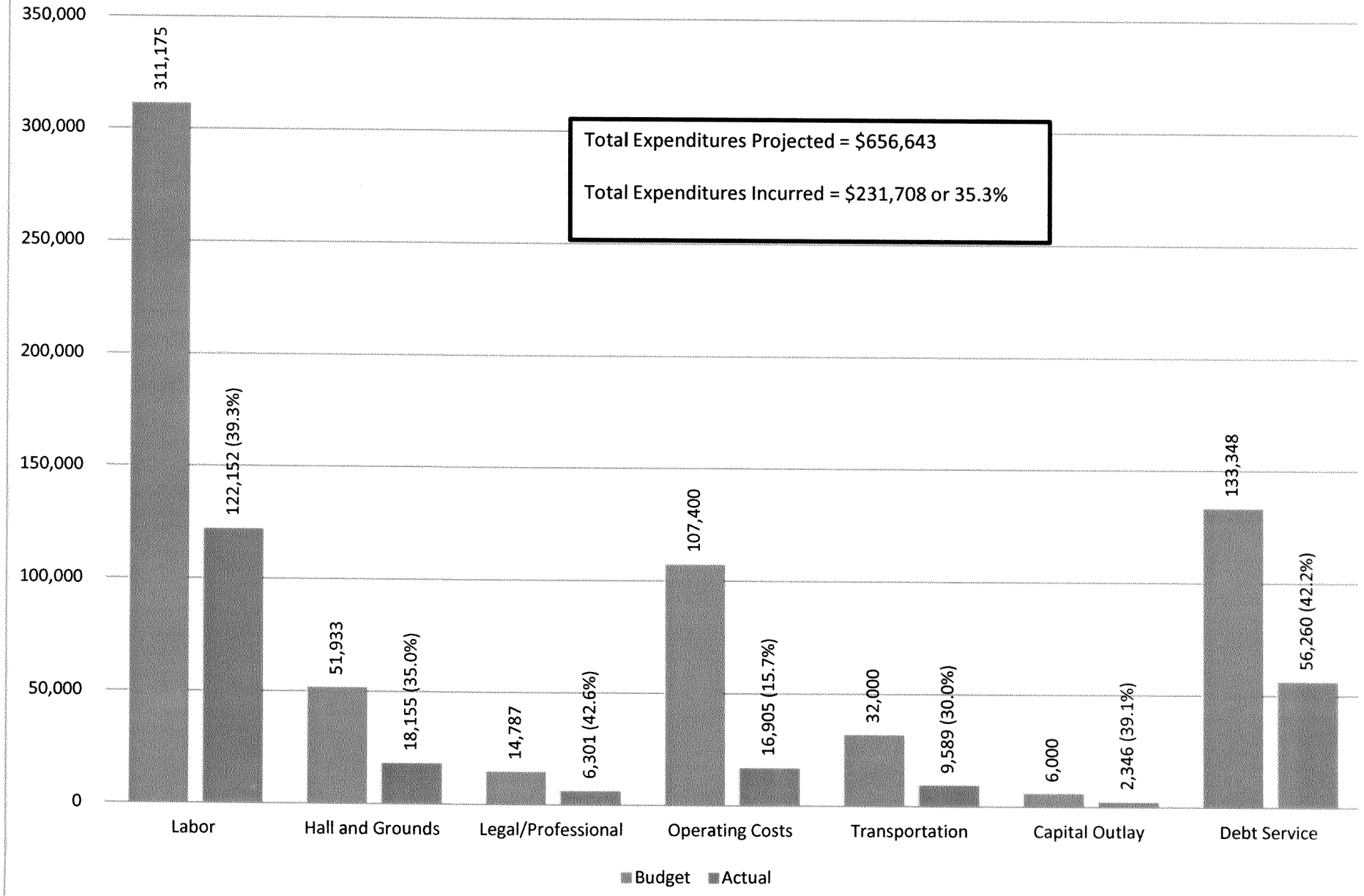
NORTHFIELD TOWNSHIP
POLICE FUND
Expenditures Projected vs. Incurred
November 30, 2014 YTD



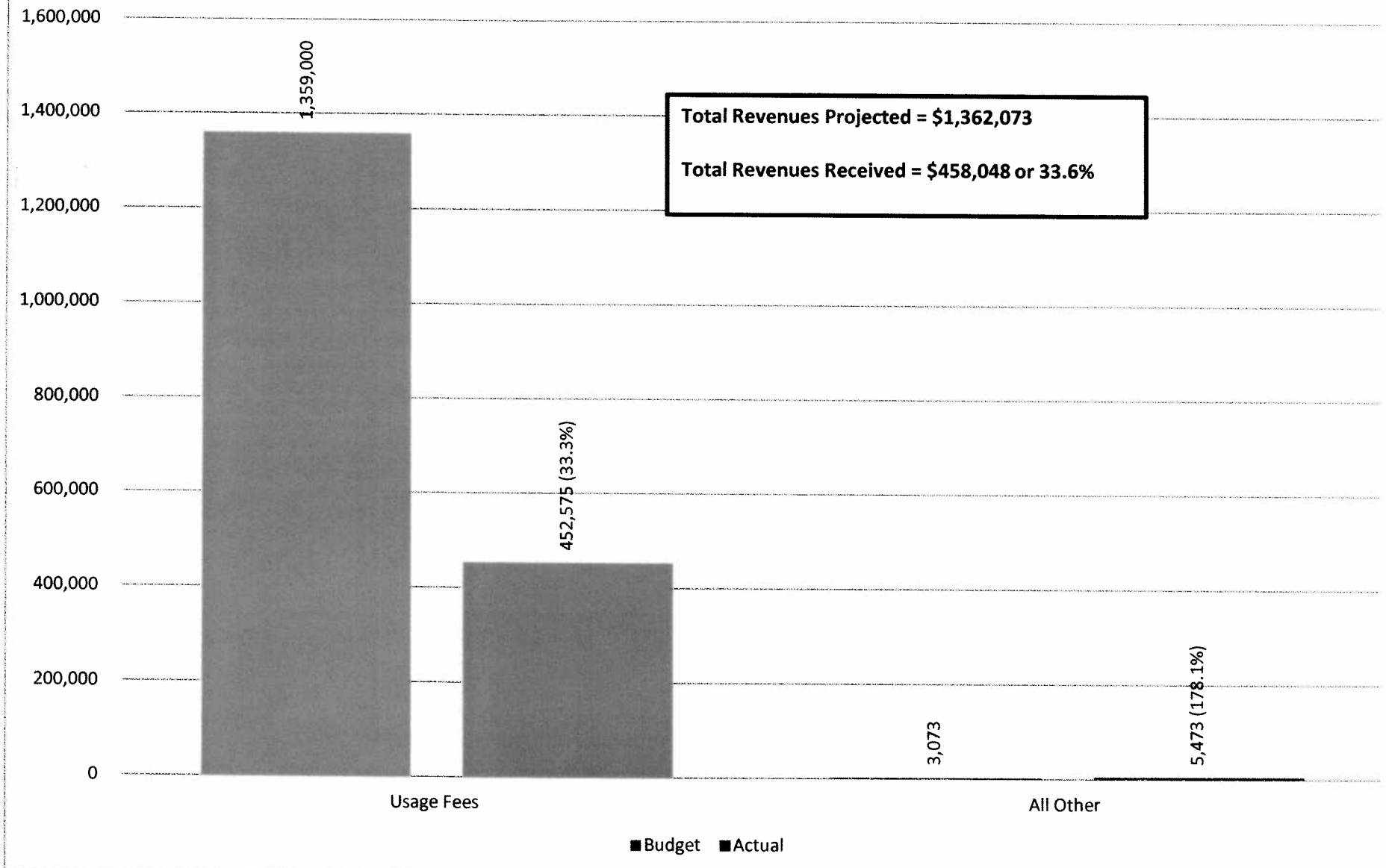
NORTHFIELD TOWNSHIP
FIRE/MEDICAL RESCUE FUND
Revenues Projected vs. Received
November 30, 2014 YTD



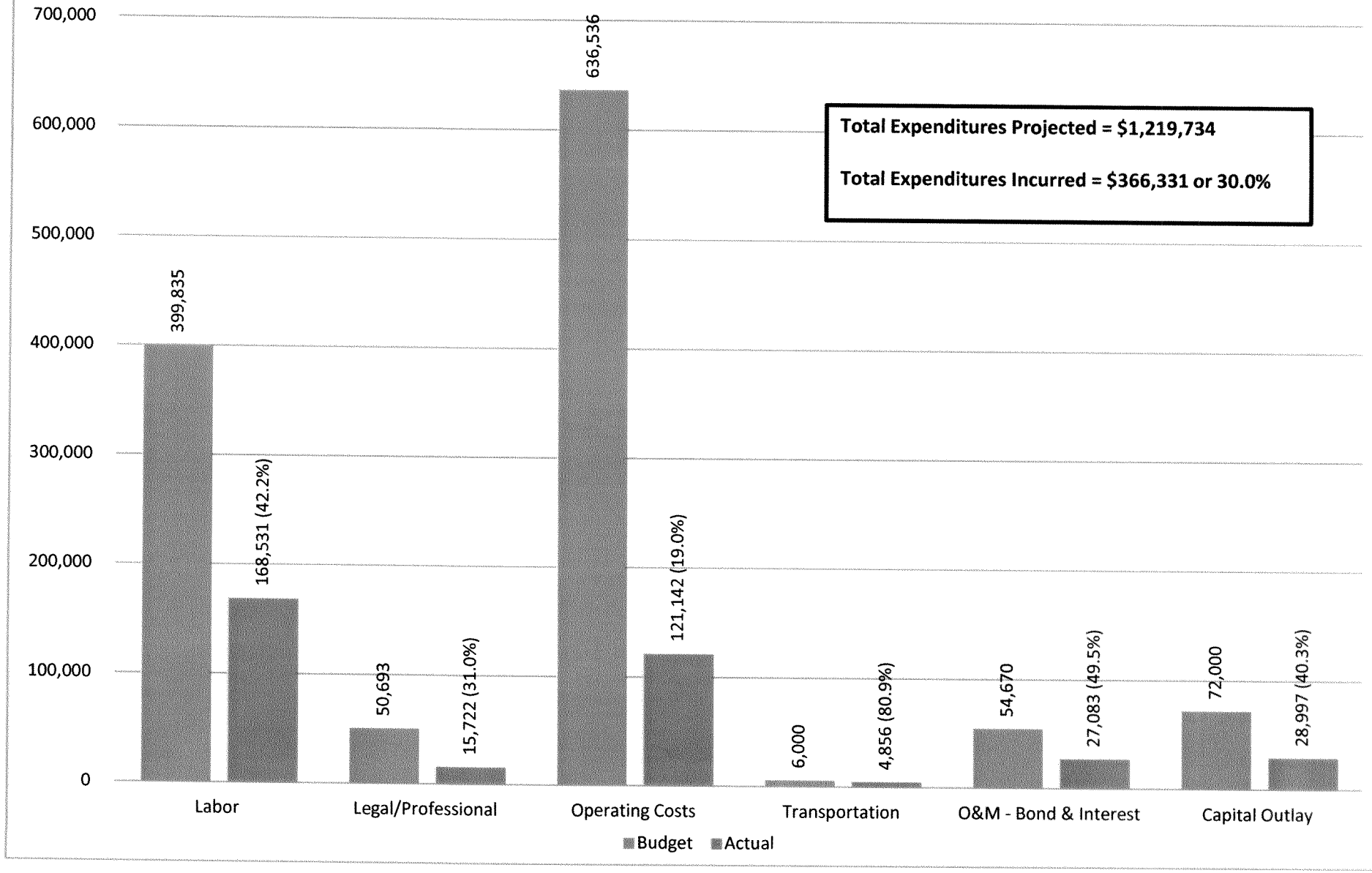
NORTHFIELD TOWNSHIP
FIRE/MEDICAL RESCUE FUND
Total Expenditures Projected vs. Incurred
November 30, 2014 YTD



NORTHFIELD TOWNSHIP
WWTP FUND
Revenues Projected vs. Received
November 30, 2014 YTD



NORTHFIELD TOWNSHIP
WWTP FUND
Total Expenditures Projected vs. Incurred
November 30, 2014 YTD



LAW OFFICE OF PAUL E. BURNS

Attorneys at Law
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Brighton, Michigan 48116
(810) 227-5000 FAX (810) 220-5895

Paul E. Burns
Bradford L. Maynes

ATTORNEY-CLIENT PRIVILEGED CONFIDENTIAL COMMUNICATION

December 5, 2014

VIA ELECTRONIC MAIL

Northfield Township Board of Trustees
Township of Northfield
8350 Main Street
Whitmore Lake, Michigan 48189

Re: Pending Michigan Tax Tribunal Matter

Dear Trustees,

Our previous letter regarding Mary L. Wolowiec Living Trust v Township of Northfield. MTT No. 14-005631 contained a typographical error regarding the reduction in assessed and taxable value. The settlement offer was included at $145,000, and should have been $142,500, with a reduction in revenue of $111. We would request that the Board move to approve settlement in the corrected amount.

Please contact our office if you have any questions in this regard.

Very truly yours,

Bradford L. Maynes

BLM/lj

cc: Mr. Howard Fink, Township Manager

Memo

To: Northfield Township Board
From: Howard Fink, Township Manager
Tami Averill, Community Center Director
Date: 12/4/14
Re: Senior Nutrition Program Update

Dear Township Board,

Please find attached, the service contract from Washtenaw County Office of Community & Economic Development for establishing the Northfield Township Community Center as a Senior Nutrition Program site. It is being submitted for your review and approval.

Respectfully Submitted,

Howard Fink, Township Manager

Tami Averill, Community Center Director

SERVICE CONTRACT - FEDERAL FUNDED CR_____

AGREEMENT is made this 1st day of October 2014, by the COUNTY OF WASHTENAW, a municipal corporation, with offices located in the County Administration Building, 220 North Main Street, Ann Arbor, Michigan 48107("County") and Northfield Township located at 6350 Main St. #A, Whitmore Lake, MI 48189 ("Contractor").

Federal Awarding Agency	Administration on Aging, Office of Services to the Aging
Federal / State Contract Number	15-9052-CH
Federal Program Title	"Special Programs for the Aging Title III, Part C_Nutrition Services"
CFDA Number	93.045
Federal Funding %	100%

In consideration of the promises below, the parties mutually agree as follows:

ARTICLE I - SCOPE OF SERVICES

The Contractor will be responsible for administering the congregate and home delivered meals programs at Northfield Township Senior Center at 9101 Main Street, Whitmore Lake, MI 48189 in accordance with local, state, and federal requirements as outlined in Attachment A.

ARTICLE II - COMPENSATION

The County will pay the Contractor an amount not to exceed twenty thousand dollars ($20,000). The County agrees to make payments in quarterly installments in accordance with the budget and timeline in Attachment B, unless otherwise approved in writing by the parties. If at the end of the term of this Agreement there are unexpended portions of the contract amount, the unexpended funds will be retained by the County for reallocation to other purposes.

No funds shall be disbursed under this Agreement by the Contractor or any other subcontractor except under a written contract and unless the subcontractor is in compliance with all County and Federal requirements regarding fiscal matters and civil rights to the extent these requirements are applicable. The Contractor shall provide the County with copies of the contracts with subcontractors.

ARTICLE III - REPORTING OF CONTRACTOR

Section 1 - The Contractor is to report to the OCED Human Services Manager and will cooperate and confer with him/her as necessary to insure satisfactory work progress.

Section 2 - All reports, estimates, memoranda and documents submitted by the Contractor must be dated and bear the Contractor's name.

Section 3 - All reports made in connection with these services are subject to review and final approval by the County Administrator.

Section 4 - The County may review and inspect the Contractor's activities during the term of this contract.

Section 5 - When applicable, the Contractor will submit a final, written report to the County Administrator.

Section 6 - After reasonable notice to the Contractor, the County may review any of the Contractor's internal records, reports, or insurance policies. Documentation shall include payments for purchases, vouchers and other official documentation that show in proper detail the nature and propriety of such expenditures. All documents must be clearly identifiable and readily accessible. Where any expenditure is allocable only in part to services under this Agreement, the Contractor shall maintain and make available on request sufficient documentation to demonstrate the reasonableness of the allocation.

The Contractor agrees to securely maintain its records for a period of five (5) years after the final disbursement to the Contractor. The Contractor shall permit the County to examine these records upon giving reasonable notice to the Contractor. The County may, at a reasonable time after giving reasonable notice, cause an audit of the records of the Contractor.

ARTICLE IV - TERM

This contract begins on October 1, 2014 and ends on September 30, 2015.

ARTICLE V - PERSONNEL

Section 1 - The contractor will provide the required services and will not subcontract or assign the services without the County's written approval.

Section 2 - The Contractor will not hire any County employee for any of the required services without the County's written approval.

Section 3 - The parties agree that the Contractor is neither an employee nor an agent of the County for any purpose.

Section 4 - The parties agree that all work done under this contract shall be completed in the United States and that none of the work will be partially or fully completed by either an offshore subcontractor or offshore business interest either owned or affiliated with the contractor. For purposes of this contract, the term, "offshore" refers to any area outside the contiguous United States, Alaska or Hawaii.

ARTICLE VI - INDEMNIFICATION AGREEMENT

The contractor will protect, defend and indemnify Washtenaw County, its officers, agents, servants, volunteers and employees from any and all liabilities, claims, liens, fines, demands and costs, including legal fees, of whatsoever kind and nature which may result in injury or death to any persons, including the Contractor's own employees, and for loss or damage to any property, including property owned or in the care, custody or control of Washtenaw County in connection with or in any way incident to or arising out of the occupancy, use, service, operations, performance or non-performance of work in connection with this contract resulting in whole or in part from negligent acts or omissions of contractor, any sub-contractor, or any employee, agent or representative of the contractor or any sub-contractor.

ARTICLE VII - INSURANCE REQUIREMENTS

The Contractor will maintain at its own expense during the term of this Contract, the following insurance:

1. Workers' Compensation Insurance with Michigan statutory limits and Employers Liability Insurance with a minimum limit of $100,000 each accident for any employee.

2. Commercial General Liability Insurance with a combined single limit of $1,000,000 each occurrence for bodily injury and property damage. The County and the Area Agency on Aging

1-B shall be added as "additional insured" on general liability policy with respect to the services provided under this contract.

3. Automobile Liability Insurance covering all owned, hired and nonowned vehicles with Personal Protection Insurance and Property Protection Insurance to comply with the provisions of the Michigan No Fault Insurance Law, including residual liability insurance with a minimum combined single limit of $1,000,000 each accident for bodily injury and property damage.

4. Fidelity Bonding covering employee theft from employer.

5. Third Party Fidelity (Crime Bond) with a minimum of $50,000, covering employee theft from participant.

Insurance companies, named insureds and policy forms may be subject to the approval of the Washtenaw County Administrator, if requested by the County Administrator. Such approval shall not be unreasonably withheld. Insurance policies shall not contain endorsements or policy conditions which reduce coverage provided to Washtenaw County. Contractor shall be responsible to Washtenaw County or insurance companies insuring Washtenaw County for all costs resulting from both financially unsound insurance companies selected by Contractor and their inadequate insurance coverage. Contractor shall furnish the Washtenaw County Administrator with satisfactory certificates of insurance or a certified copy of the policy, if requested by the County Administrator.

No payments will be made to the Contractor until the current certificates of insurance have been received and approved by the Administrator. If the insurance as evidenced by the certificates furnished by the Contractor expires or is canceled during the term of the contract, services and related payments will be suspended. Contractor shall furnish the County Administrator's Office with certification of insurance evidencing such coverage and endorsements at least ten (10) working days prior to commencement of services under this contract. Certificates shall be addressed to the Washtenaw County c/o: Office of Community and Economic Development ***& CR#_____***, 110 N. Fourth Ave, P. O. Box 8645, Ann Arbor, MI, 48107, and shall provide for written notice to the Certificate holder of cancellation of coverage.

ARTICLE VIII - COMPLIANCE WITH LAWS AND REGULATIONS

The Contractor will comply with all federal, state and local regulations, including but not limited to all applicable OSHA/MIOSHA requirements and the Americans with Disabilities Act.

ARTICLE IX - INTEREST OF CONTRACTOR AND COUNTY

The Contractor promises that it has no interest which would conflict with the performance of services required by this contract. The Contractor also promises that, in the performance of this contract, no officer, agent, employee of the County of Washtenaw, or member of its governing bodies, may participate in any decision relating to this contract which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested or has any personal or pecuniary interest. However, this paragraph does not apply if there has been compliance with the provisions of Section 3 of Act No. 317 of the Public Acts of 1968 and/or Section 30 of Act No. 156 of Public Acts of 1851, as amended by Act No. 51 of the Public Acts of 1978, whichever is applicable.

ARTICLE X - CONTINGENT FEES

The Contractor promises that it has not employed or retained any company or person, other than bona fide employees working solely for the Contractor, to solicit or secure this contract, and that it has not paid or agreed to pay any company or person, other than bona fide employees working solely for the Contractor, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of this contract. For breach of this promise, the County may cancel this contract without

liability or, at its discretion, deduct the full amount of the fee, commission, percentage, brokerage fee, gift or contingent fee from the compensation due the Contractor.

ARTICLE XI – DEBARMENT AND SUSPENSION

By signing this Contract, Contractor assures the County that it will comply with Federal Regulation 45 CFR Part 76 and certifies that to the best of its knowledge and belief the Contractor and any subcontractors retained by Contractor:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or contractor;

2. Have not within a three-year period preceding this Contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;

3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of any of the offenses enumerated in section 2, and ;

4. Have not within a three-year period preceding this Contract had one or more public transactions (federal, state or local) terminated for cause or default.

ARTICLE XII – LOBBYING

By signing this contract, Contractor assures the County that it will comply with Section 1352, Title 31 of the U.S. Code (pertaining to not using federal monies to influence federal contracting and financial transactions). The Contractor assures the County that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the Contractor, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the Contractor shall complete and submit Standard Form - LLL, Disclosure of Lobbying Activities," in accordance with its instructions;

3. This language shall be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

ARTICLE XIII - DRUG-FREE WORKPLACE

Grantees Other Than Individuals

A. As required by the Drug-Free Workplace Act of 1988, the Contractor assures the County that it will or will continue to provide a drug-free workplace by:

a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
b) Establishing an on-going drug-free awareness program to inform employees about—
    1) The dangers of drug abuse in the workplace;
    2) The grantee's policy of maintaining a drug-free workplace;
    3) Any available drug counseling, rehabilitation, *and* employee assistance programs; and
    4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—
    1) Abide by the terms of the statement; and
    2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
e) Notifying the County, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to the County;
f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—
        1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
        2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
g) Making a good faith effort to continue to maintain a drug- free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

Grantees Who Are Individuals

As required by the Drug-Free Workplace Act of 1988:

A. As a condition of the grant, the Contractor assures the County that it will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and
B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, the Contractor agrees to report the conviction, in writing, within 10 calendar days of the conviction, to the County.

ARTICLE XIV - FEDERAL PROCUREMENT STANDARDS

The Contractor assures the County that it will follow federal procurement standards as described in the Code of Federal Regulations section 2 CFR Part 215.4 when procuring goods or services with federal funds to insure that procurement decisions are made ethically and with free and open competition among those providing the goods or services.

ARTICLE XV - EQUAL EMPLOYMENT OPPORTUNITY

The Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business).

The Contractor will take affirmative action to eliminate discrimination based on sex, race, or a handicap in the hiring of applicant and the treatment of employees. Affirmative action will include, but not be limited to: Employment; upgrading, demotion or transfer; recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship.

The Contractor agrees to post notices containing this policy against discrimination in conspicuous places available to applicants for employment and employees. All solicitations or advertisements for employees, placed by or on the behalf of the Contractor, will state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief.

ARTICLE XVI - LIVING WAGE

The parties understand that the County has enacted a Living Wage Ordinance that requires covered vendors who execute a service or professional service contract with the County to pay their employees under that contract, a minimum of either $11.81 per hour with benefits or $ 13.85 per hour without benefits. Contractor agrees to comply with this Ordinance in paying its employees. Contractor understands and agrees that an adjustment of the living wage amounts, based upon the Health and Human Services poverty guidelines, will be made on or before April 30, 2015 and annually thereafter which amount shall be automatically incorporated into this contract. County agrees to give Contractor thirty (30) days written notice of such change. Contractor agrees to post a notice containing the County's Living Wage requirements at a location at its place of business accessed by its employees.

ARTICLE XVII - EQUAL ACCESS

The Contractor shall provide the services set forth in Article I without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, physical handicap, or age.

ARTICLE XVIII - OWNERSHIP OF DOCUMENTS AND PUBLICATION

All documents developed as a result of this contract will be freely available to the public. None may be copyrighted by the Contractor. During the performance of the services, the Contractor will be responsible for any loss of or damage to the documents while they are in its possession and must restore the loss or damage at its expense. Any use of the information and results of this contract by the Contractor must reference the project sponsorship by the County. Any publication of the information or results must be co-authored by the County.

ARTICLE XIX - ASSIGNS AND SUCCESSORS

This contract is binding on the County and the Contractor, their successors and assigns. Neither the County nor the Contractor will assign or transfer its interest in this contract without the written consent of the other.

ARTICLE XX - TERMINATION OF CONTRACT

Section 1 - Termination without cause. Either party may terminate the contract by giving thirty (30) days written notice to the other party.

ARTICLE XXI - PAYROLL TAXES

The Contractor is responsible for all applicable state and federal social security benefits and unemployment taxes and agrees to indemnify and protect the County against such liability.

ARTICLE XXII- PRACTICE AND ETHICS

The parties will conform to the code of ethics of their respective national professional associations.

ARTICLE XXIII- CHANGES IN SCOPE OR SCHEDULE OF SERVICES

Changes mutually agreed upon by the County and the Contractor, will be incorporated into this contract by written amendments signed by both parties.

ARTICLE XXIV - CHOICE OF LAW AND FORUM

This contract is to be interpreted by the laws of Michigan. The parties agree that the proper forum for litigation arising out of this contract is in Washtenaw County, Michigan.

ARTICLE XXV - EXTENT OF CONTRACT

This contract represents the entire agreement between the parties and supersedes all prior representations, negotiations or agreements whether written or oral.

ATTESTED TO:

By ----------
Lawrence Kestenbaum (DATE)
County Clerk/Register

WASHTENAW COUNTY

Verna J. McDaniel (DATE)
County Administrator

APPROVED AS TO CONTENT:

By: ----------
Mary Jo Callan (DATE)
Director, Office of Community
And Economic Development

NORTHFIELD TOWNSHIP

Howard Fink (DATE)
Township Manager

APPROVED AS TO FORM:

By: ----------
Curtis N. Hedger (DATE)
Office of Corporation Counsel

Attachment A:
Scope of Services

Congregate Meals Program

I. Participants

Eligibility Criteria
The Senior Nutrition Program will serve individuals that meet the following criteria:

a. The eligible person must be 60 years of age or older, or be the spouse or partner of a person 60 years of age or older.
b. Individuals living with disabilities who have not attained 60 years of age but who reside in housing facilities occupied primarily by older adults at which congregate nutrition services are provided, may receive such services.
c. Non-older adult individuals living with disabilities who reside in a non-institutional household may accompany an eligible older individual and may participate on the same basis as the elderly participants.

Participant Registration and Recordkeeping
Upon registration, the participant should be provided the Participant Welcome Packet developed by OCED. Each participant must complete a registration form for the program. This form is submitted to OCED as soon as possible for entry into the database. Participants must sign on the Daily Sign-in Sheet prior to receiving each meal. Daily Sign-in Sheets must be submitted to OCED each month.

Participant Donations
Individuals who meet the above criteria will be encouraged to donate $3.00 per meal, although no one will be turned away for inability to pay.

Individuals not otherwise eligible may be served if meals are available, and they must pay $5.50 and receive a receipt for their payment. Meals for these individuals may only be provided after all eligible participants have been served.

Donations must be counted and signed for by two people and kept in a locked container until deposited into a bank account. At the end of each month, sites must mail to OCED the original deposit receipts and documentation showing that each day's donations were counted and signed for by two individuals. Donations will be invested back into the Senior Nutrition Program by OCED. Donation Summary sheets and donation deposit receipts must be submitted to OCED each month.

Referrals
Each congregate nutrition provider shall be able to provide information about the nearest home delivered meals program and be prepared to make referrals for persons who may be eligible for a home delivered meals program.

OCED will connect each site to food assistance program information, as well as services that exist locally, including other AAA 1-B partners. Each site shall take steps to inform participants about local, state, and federal food assistance programs and provide information and referral to assist the individual with obtaining benefits. Sites will also refer participants to other services, as needed.

Participant Complaints
Sites will handle initial participant complaints. Should a complaint be unable to be resolved, the complaint must be addressed in accordance with the Senior Nutrition Program Grievance Procedure.

Postings

Each program shall display, at a prominent location in each meal site, the AAA 1-B or the Office of Services to the Aging (OSA) Community Nutrition Services poster. A site may use its own poster as long as all required information is included and clearly presented. The poster shall contain the following information for each program; additional information pertaining to the program shall not be displayed so as to cause any misunderstanding or confusion with information presented on the poster:

- The name of the nutrition project director
- The nutrition project director's telephone number
- The suggested donation for eligible participants
- The guest fee to be charged non-eligible participants
- A statement of non-discrimination identical to the language on the OSA poster: No persons shall be excluded from participating in, denied the benefits of, or be subjected to discrimination under the program because of age, race, color, national origin, or handicap. If you believe you have been discriminated against, please contact the Affirmative Action Officer at the Michigan office of Services to the Aging, 517-373-2057 or the Chicago Regional Office of Civil Rights, 312-886-2359.

II. Facilities and Safety

Accessible site

Senior Nutrition Program sites must be operated within an accessible facility. Accessibility is defined as a participant living with a disability being able to enter the facility, use the rest room, and receive service that is at least equal in quality to that received by a participant not living with a disability. Documentation from a local building official or licensed architect is preferred.

Site Access, Maintenance, Security

Sites are responsible for

- Care and maintenance of the facility, including restrooms, equipment, kitchen, storage areas and areas of common use
- Snow removal
- Utility payments
- Arranging fire safety inspections; all reports must be forwarded to OCED
- Licensing by the Public Health Department
- Insurance coverage
- Security procedures

Fire safety standards

Each meal site must be inspected, by a local fire official, no less frequently than every three years. For circumstances where a local fire official is unavailable after a formal (written) request, OCED may conduct fire safety assessments of the Senior Nutrition Program site. Each meal site must conduct an annual fire drill. At a minimum, documentation of a fire drill must include the date of the fire drill and a signature verifying that the fire drill occurred. Best practices suggest that documentation should also include items such as number of minutes to evacuate, aspects that went well, and aspects that require improvement.

Michigan Food Code

Sites must comply with Michigan Food Code and local public health codes regulating food service establishments. Each meal site and kitchen operated by a congregate meal provider shall be licensed, as appropriate, by the local health department. The local health department is responsible for periodic inspections and for determining when a facility is to be closed for failure to meet Michigan Food Code standards. The site shall submit copies of inspection reports electronically to OCED within five days of receipt for all facilities in which the Senior Nutrition Program is conducted. It is the responsibility of the Senior Nutrition Program site to address noted violations promptly.

Site staff is responsible for measuring the temperature of food items upon arrival and immediately prior to service. Hot food must be maintained above 135 degrees. Should the temperature fall below 135 degrees, the food must be reheated to above 165 degrees prior to service. Cold foods should stay below 41 degrees. Measured temperatures must be recorded on the temperature chart to be submitted to OCED each month.

Site Closure

When a meal site is to be permanently or temporarily closed, the program will notify OCED in writing, including the following information:

1. Intent to close a site, as soon as possible.
2. A rationale for site closure (e.g. lack of attendance, inability to meet minimum standards and/or other requirements, loss of resources)

All closures must be approved by OCED. If a closure occurs without approval, funding may be withheld and/or recaptured at OCED's discretion.

Emergency Preparedness

In cases of inclement weather, sites should close their program when the school district in the area is closed. Closure must immediately be reported to OCED.

Procedures to be followed in the event of a medical emergency must be posted. Staff and volunteers will be trained by OCED during in-services on procedures to be followed in the event of a medical emergency.

III. Staffing

Staff

OCED will provide training in identified competency areas twice per year at Senior Nutrition Program in-services. Each site must designate a "Site Coordinator" to serve as point person for OCED. Site coordinators are expected to train staff members on an ongoing basis and manage all staff members in order to carry out expected duties. Training provided by site staff members should include, at a minimum, day-to-day operations, food safety basics, and Senior Nutrition Program policies and procedures. Site staff member are expected to utilize the Volunteer Training Manual provided by OCED to cover all necessary training areas.

Volunteers

Sites are responsible for volunteer recruitment, orientation, ongoing training, and management for day-to-day activities. Sites are expected to use the Volunteer Training Manual provided by OCED. Volunteers must submit a volunteer registration form. Volunteer time must be documented to be included as an in-kind contribution to the Senior Nutrition Program using the In-Kind Documentation Form. Forms must be submitted monthly to OCED.

In-service Training

Staff and volunteers of each program shall receive in-service training at least twice each fiscal year which is specifically designed to increase their knowledge and understanding of the program and to improve their skills at tasks performed in the provision of service.

IV. Meals

Assistive Eating Devices

Each site shall make available, store and clean, upon request, food containers and utensils used as assistive devices for participants who are living with disabilities as part of a therapeutic program.

Non-Approved Meals

Funding provided by OCED may not be used to contribute towards potluck dining activities.

Food Taken Out of Meal Site

Sites may allow leftovers (food served to participants and not eaten) to be taken out of the site if the following conditions are met:

a. A sign shall be posted near the congregate meal sign informing the meal participants that all food removed from the site becomes the responsibility of the individual.
b. All new congregate participants receive written material about food safety and preventing food-borne illness when they sign up.
c. All participants receive written material about food safety and preventing food-borne illness annually.
d. The individual is required to sign a waiver statement that has been added to the registration form that states that they are responsible for food taken out of the site.
e. Containers are not provided for the leftovers.

If a regular congregate meal participant is unable to come to the site due to illness, the meal may be taken out of the site to the individual for no more than seven (7) days. If needed for more than seven days, the participant should be evaluated for home delivered meals. If the person taking out the meal is also a regular congregate participant, they may also take their meal out.

OCED will provide technical assistance and materials for carrying out this policy if necessary.

Nutrition Education

OCED will provide nutrition education materials to be distributed each month to participants. Additionally, OCED will arrange for any additional nutrition education sessions and coordinate with the site to deliver the nutrition education. Sites are welcome to arrange for additional nutrition education activities.

Home Delivered Meals

I. Participants

Each program must have written eligibility criteria which places emphasis on serving older persons in greatest need and includes, at a minimum:

a. That to be eligible a person must be 60 years of age or older, or be the spouse of a person 60 years of age or older, or be an individual with disabilities who resides in a non-institutional household with a person eligible for and receiving home delivered meals.
b. That to be eligible a person must be homebound; i.e., does not leave his/her home under normal circumstances. That to be eligible a person must be unable to participate in the congregate nutrition program because of physical or emotional difficulties.
c. That to be eligible a person must be unable to obtain food or prepare complete meals.
d. That there is no adult living at the same residence or in the vicinity that is able and willing to prepare all meals.
e. That the person's special dietary needs can be appropriately met by the program, i.e., the meals available would not jeopardize the health of the individual.
f. That to be eligible a person must be able to feed himself/herself.
g. That to be eligible a person must agree to be home when meals are delivered, or contact the program when absence is unavoidable.
h. That the spouse, regardless of age, or unpaid caregiver (if 60 years of age or older) of an eligible client, or any individual with disabilities residing with an eligible client, may receive a home delivered meal if the assessment indicates receipt of the meal is in the best interest of the client.

Eligibility criteria shall be distributed to all potential referring agencies or organizations and be available to the general public upon request.

Participant Registration

Interested participants must provide their contact information via a Home Delivered Meals referral form. Forms must be forwarded to OCED as soon as possible for assessment by OCED or an OCED contractor. The assessor will determine the prospective participant's eligibility work together to identify a suitable course of action. Each participant will be provided a Participant Welcome Packet developed by OCED which explains the program. Once participants are determined to be eligible for the program, site staff may add the participant to the home delivered meal routes.

Participant Donations

Individuals who meet the above criteria will be encouraged to donate $3.00 per meal, although no one will be turned away for inability to pay.

Individuals not otherwise eligible may be served if meals are available, and they must pay $5.50 and receive a receipt for their payment. Meals for these individuals may only be provided after all eligible participants have been served.

Donations must be counted and signed for by two people and kept in a locked container until deposited into a bank account. At the end of each month, sites must mail to OCED the original deposit receipts and documentation showing that each day's donations were counted and signed for by two individuals. Donations will be invested back into the Senior Nutrition Program by OCED. Donation Summary sheets and donation deposit receipts must be submitted to OCED each month.

Participant Complaints

Sites will handle participant complaints in accordance with the Senior Nutrition Program Grievance Procedure.

Postings

Each program shall display, at a prominent location in each meal site, the AAA 1-B or the Office of Services to the Aging (OSA) Community Nutrition Services poster. A site may use its own poster as long as all required information is included and clearly presented. The poster shall contain the following information for each program; additional information pertaining to the program shall not be displayed so as to cause any misunderstanding or confusion with information presented on the poster:

- The name of the nutrition project director
- The nutrition project director's telephone number
- The suggested donation for eligible participants
- The guest fee to be charged non-eligible participants
- A statement of non-discrimination identical to the language on the OSA poster: No persons shall be excluded from participating in, denied the benefits of, or be subjected to discrimination under the program because of age, race, color, national origin, or handicap. If you believe you have been discriminated against, please contact the Affirmative Action Officer at the Michigan office of Services to the Aging, 517-373-2057 or the Chicago Regional Office of Civil Rights, 312-886-2359.

II. Assessments

Sites with access to CAREeVantage software are responsible for entering participant information into the database upon referral. Once entered into CAREeVantage, sites should mark the participant referral status as "pending" assessment or "waitlist," as appropriate. Once the participant is assessed for the program, participant referral status should be marked as "approved" or "rejected," as appropriate.

Each home delivered meal program shall demonstrate cooperation with congregate and other home delivered meal programs in the same region. If the same provider operates both a congregate and home delivered meals program for an area, the provider must be able to demonstrate effective utilization of existing congregate meal sites and personnel for the home delivered meal program.

III. Meals

Each program may provide up to three meals per day to an eligible client based on need as determined by the assessment. Providers are expected to set the level of meal service for an individual with consideration give to the availability of support from family and friends and changes in the participants' status or condition.

Each home delivered meals provider shall have the capacity to provide three meals per day, which together meet the Dietary Reference Intakes (DRI) and recommended dietary allowances for older adults (RDA) as established by the Food and Nutrition Board of the Institute of Medicine of the National Academy of Sciences. These are outlined in AAA1-B's Nutrition Services APPENDIX Sections T-W, Dietary Guidelines. Dietary Reference Intake and RDA's, Web Resources. Meals shall be available at least five days per week.

The program may also make approved liquid meals available to program participants when ordered by a physician. The program shall provide instruction to the participant, and/or the participant's caregiver and participant's family in the proper care and handling of liquid meals as outlined by AAA1-B's Program Operating Standards.

a. When liquid meals are used to supplement a participant's diet, the physician's order must be renewed every six months.

b. When liquid meals are the participant's sole source of nutrition, the following requirements must also be met:

i. Diet orders shall include client weight and be explicit as to required nutritional content (i.e. name of product and prescribed amount).

ii. A physician must renew diet orders, every three months.

iii. The care plan for participants receiving liquid meals shall be

developed in consultation with the participant's physician.

c. A liquid meal unit of service shall be calculated as two 8-ounce servings/cans.

The program shall verify and maintain records that indicate each client receiving frozen meals has, and maintains, the ability to handle frozen meals.

IV. Facilities and Safety

Accessible site

Senior Nutrition Program sites must be operated within an accessible facility. Accessibility is defined as a participant living with a disability being able to enter the facility, use the rest room, and receive service that is at least equal in quality to that received by a participant not living with a disability. Documentation from a local building official or licensed architect is preferred.

Site Access, Maintenance, Security

Sites are responsible for

- Care and maintenance of the facility, including restrooms, equipment, kitchen, storage areas and areas of common use
- Snow removal
- Utility payments
- Arranging fire safety inspections; all reports must be forwarded to OCED
- Licensing by the Public Health Department
- Insurance coverage
- Security procedures
- Approval of outside programs, activities, and speakers

Fire safety standards

Each meal site must be inspected by a local fire official, no less frequently than every three years. For circumstances where a local fire official is unavailable after a formal (written) request, OCED may conduct fire safety assessments of the Senior Nutrition Program site. Each meal site must conduct an annual fire drill.

Michigan Food Code

Sites must comply with Michigan Food Code and local public health codes regulating food service establishments. Each meal site and kitchen operated by a congregate meal provider shall be licensed, as appropriate, by the local health department. The local health department is responsible for periodic inspections and for determining when a facility is to be closed for failure to meet Michigan Food Code standards. The program shall submit copies of inspection reports electronically on all facilities to OCED within five days of receipt. It is the responsibility of the Senior Nutrition Program site to address noted violations promptly.

Site staff is responsible for measuring the temperature of food items upon arrival, upon departure on the route, and at the end of the route. Test meals will be ordered by OCED once each week to ensure that food temperatures fall within the safe zone. Hot food must be maintained above 135 degrees. Should the temperature fall below 135 degrees, the food must be reheated to above 165 degrees prior to delivery. Cold foods should stay below 41 degrees. Measured temperatures must be recorded on the temperature chart to be submitted to OCED each month. To maintain temperatures within this range, it is suggested that heating stones (or other heating mechanisms) and meals be packed into coolers/bags at the last possible moment prior to delivery. Drivers should be instructed to keep coolers/bags closed as much as possible to reduce heat/cold loss.

Site Closure

When a meal site is to be permanently or temporarily closed, the program will notify OCED in writing, including the following information:

3. Intent to close a site, as soon as possible.
4. A rationale for site closure (e.g. lack of attendance, inability to meet minimum standards and/or other requirements, loss of resources)

All closures must be approved by OCED. If a closure occurs without approval, funding may be withheld and/or recaptured at OCED's discretion.

Emergency Preparedness
In cases of inclement weather, sites should close their program when the school district in the area is closed, unless the agency has a different, OCED-approved closure policy. Closure must immediately be reported to OCED.

Procedures to be followed in the event of a medical emergency must be posted. Staff and volunteers will be trained by OCED during in-services on procedures to be followed in the event of a medical emergency.

Each program shall develop and have available written plans for continuing services in emergency situations such as short term natural disasters (i.e., snow and/or ice storms), loss of power, physical plant malfunctions, etc. Staff and volunteers shall be trained by sites on site-specific procedures to be followed in the event of severe weather or natural disasters and OCED will train staff and volunteers on the county emergency plan.

Site Closure
When a meal site is to be permanently or temporarily closed, the program will notify OCED in writing, including the following information:

1. Intent to close a site, as soon as possible.
2. A rationale for site closure (e.g. inclement weather, heavy snow, no road access, closure of production kitchen, closure of site, driver availability, other)
3. Geographical area(s) affected
4. Method(s) by which HDM participants/contacts will be notified of no meal delivery (public announcement, radio, television, contractor phone recording, phone call to home or to emergency contact, staff answer phone, other)

V. Staffing

Staff
OCED will provide training in identified competency areas twice per year at Senior Nutrition Program in-services. Each site must designate a "Site Coordinator" to serve as point person for OCED. Site coordinators are expected to train staff members on an ongoing basis and manage all staff members in order to carry out expected duties. Training provided by site staff members should include, at a minimum, day-to-day operations, food safety basics, and Senior Nutrition Program policies and procedures. Site staff member are expected to utilize the Volunteer Training Manual provided by OCED to cover all necessary training areas.

Volunteers
Sites will register volunteers. Volunteers must submit to OCED:

- a background check form (i.e. Authorization and Release Form)
- a volunteer registration form
- and volunteer services agreement

Sites are responsible for volunteer recruitment, orientation, ongoing training, and management for day-to-day activities. Sites are expected to use the Volunteer Training Manual provided by OCED. Volunteer time must be documented to be included as an in-kind contribution to the Senior Nutrition Program using the In-Kind Documentation Form. Forms must be submitted monthly to OCED.

In-service Training
Staff and volunteers of each program shall receive in-service training at least twice each fiscal year which is specifically designed to increase their knowledge and understanding of the program and to improve their skills at tasks performed in the provision of service. OCED will maintain records that identify the dates of training, topics covered, and persons attending each in-service.

Nutrition Education
OCED will provide nutrition education materials to be distributed each month to participants. Additionally, OCED will arrange for any additional nutrition education sessions and coordinate with the site to deliver the nutrition education. Sites are welcome to arrange for additional nutrition education activities.

Area Agency on Aging 1-B
Advocacy • Action • Answers on Aging

SUBCONTRACTING REQUEST FOR APPROVAL

Send original signed form to:
Area Agency on Aging 1-B
29100 Northwestern Highway, Suite 400
Southfield, MI 48034

All subcontracting requests must be submitted using the Subcontracting Request for Approval form.

The Area Agency on Aging 1-B (AAA 1-B) recognizes and approves the following subcontracting agreement between the parties listed below:

AAA 1-B Contractor Agency Name:	Washtenaw County Office of Community and Economic Development
AAA 1-B Contract Number:	15-9052-CH
Service:	Congregate and Home Delivered Meals
Subcontractor Agency Name:	Northfield Township Community Center

It is the responsibility of the AAA 1-B Contractor agency to monitor and assess the performance of all assignees or subcontractors for the following:

1. Compliance with State and AAA 1-B Minimum Service Standards
2. Timely submission of data to the AAA 1-B contractor agency
3. Compliance with AAA 1-B insurance requirements
4. Subject to all conditions and provisions of the AAA 1-B Contract

Note: The Contractor shall be responsible for the performance of all assignees or subcontractors. Subcontractor agencies may be assessed by the AAA 1-B to ensure compliance with items listed above. **Attach Subcontractor's Certificate of Insurance from insurance agency.**

In addition, subcontractors providing **personal care services** must meet the following guidelines:

1. The subcontractor must be a member of the AAA 1-B Direct Service Purchase (DSP) pool.
2. Personal care aides must be cross-trained to assist in other areas during times when no personal care is required (i.e., office administration, social activities).
3. Supervision of the subcontracted personal care aides during the hours they are on-site at the AAA 1-B Contractor agency will be performed by the Contractor agency.

_____ _____
Subcontractor Agency: Executive Director/President or Board Chairperson — Date

_____ _____
Contractor Agency: Executive Director/President or Board Chairperson — Date

_____ _____
Tina Abbate Marzolf, Chief Executive Officer, AAA 1-B — Date

ORDINANCE NO. 14-33

AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE TOWNSHIP OF NORTHFIELD, WASHTENAW COUNTY, MICHIGAN; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

THE TOWNSHIP OF NORTHFIELD, WASHTENAW COUNTY, MICHIGAN ORDAINS:

Section 1. Short title. This ordinance shall be known as the "Code of Ordinances adopting ordinance" and may be so cited.

Section 2. Adoption of Code of Ordinances. The Code entitled "Code of Ordinances, Northfield Township, Washtenaw County, Michigan," published by Municipal Code Corporation, consisting of chapters 1 through 36, each inclusive, is adopted.

Section 3. Repealer. All ordinances of a general and permanent nature enacted on or before September 9, 2014, and not included in the Code or recognized and continued in force by reference therein, are repealed.

Section 4. Prior ordinances not revived. The repeal provided for in section 3 hereof shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance that is repealed by this ordinance.

Section 5. Penalty. Whenever in this code or any ordinance of the township an act is prohibited or is made or declared to be a misdemeanor or a municipal civil infraction, or whenever in this code or any ordinance the doing of any act is required or the failure to do any act is declared to be a misdemeanor or municipal civil infraction, the violation of any such provision by any person shall, upon conviction of a misdemeanor, be punished by a fine not exceeding $500.00 or imprisonment for a term

not exceeding 90 days, or both, except whenever a specific is otherwise provided. Whenever any such violation shall constitute a municipal civil infraction, a finding of responsibility shall be punished by a civil fine not exceeding $500.00, except whenever a specific penalty is otherwise provided.

Each act of violation and each day upon which any such violation shall occur shall constitute a separate offense. The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any Code section, whether or not such penalty is reenacted in the amendatory ordinance. In addition to the penalty prescribed above, the Township may pursue other remedies such as abatement of nuisances, injunctive relief and revocation of licenses or permits.

Section 6. Code additions or amendments. Additions or amendments to the Code when passed in such form as to indicate the intention of the Township Board to make the same a part of the Code shall be deemed to be incorporated in the Code, so that reference to the Code includes the additions and amendments.

Section 7. Later ordinances. Ordinances adopted after September 9, 2014 that amend or refer to ordinances that have been codified in the Code shall be construed as if they amend or refer to like provisions of the Code.

Section 8. Effective date. This Ordinance shall be in full force and effect thirty (30) days after the first publication of the Ordinance.

NORTHFIELD TOWNSHIP BOARD

By:_____
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 _____ day of _____, 2014. 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

_____, a newspaper circulating within the

Township, on the _____ day of _____, 2014;

C. The effective date of the Ordinance is the _____ day of _____, 2014; and

D. A true copy of the above Ordinance was filed with the Washtenaw County Clerk on the _____day of _____, 2014.

NORTHFIELD TOWNSHIP BOARD

By:_____
Angela Westover, Clerk

NORTHFIELD TOWNSHIP

MEMO

To: Northfield Township Board

From: Howard Fink

Date: 12/4/2014

Re: 2015 Schedules

Dear Township Board,

Since this is the last meeting of 2014, we need to vote on The Board of Trustees' Meeting Schedule, as well as the Township Holiday Schedule for next year.

Respectfully Submitted,

Howard Fink

NORTHFIELD TOWNSHIP BOARD

Meeting Dates for 2015

January	13 27 – Workshop
February	10 24 – Workshop
March	10 24 – Workshop
April	14 28 – Workshop
May	12 26 – Workshop
June	9 23 – Workshop
July	14 28 – Workshop
August	11 25 – Workshop
September	8 22 – Workshop
October	13 27 – Workshop
November	10 24 – Workshop
December	8

Approved 12/___/2014

NORTHFIELD TOWNSHIP 2015 HOLIDAYS

NEW YEAR'S DAY	THURSDAY, JANUARY 1
MARTIN LUTHER KING DAY	MONDAY, JANUARY 19
PRESIDENT'S DAY	MONDAY, FEBRUARY 16
GOOD FRIDAY (1/2 DAY)	FRIDAY, APRIL 3
MEMORIAL DAY	MONDAY, MAY 25
4TH OF JULY	FRIDAY, JULY 3
LABOR DAY	MONDAY, SEPTEMBER 7
VETERAN'S DAY	WEDNESDAY, NOVEMBER 11
THANKSGIVING	THURSDAY, NOVEMBER 26
DAY AFTER THANKSGIVING	FRIDAY, NOVEMBER 27
CHRISTMAS EVE	THURSDAY, DECEMBER 24*
CHRISTMAS DAY	FRIDAY, DECEMBER 25
NEW YEAR'S EVE	THURSDAY DECEMBER 31*

** Floating Holiday was split between Christmas Eve and New Year's Eve, giving each a whole day.

Approved 12/___/2014

CARLISLE | WORTMAN associates, inc.

605 S. Main Street, Ste. 1
Ann Arbor, MI 48104

(734) 662-2200
(734) 662-1935 Fax

MEMORANDUM

TO: Northfield Township Board of Trustees

FROM: Douglas J. Lewan, Community Planner

DATE: December 5, 2014

RE: AT & T Wireless Communication Tower Conditional Use Request

On November 5, 2014 the Township Planning Commission recommended approval of the AT & T wireless communications tower located at 6741 Sutton Road. The applicant proposes to construct a 170 foot tall monopole tower on 40 acres. Wireless communication facilities are listed as a conditional land use in the AG Agricultural District. Please see our October 17, 2014 review letter for additional detail regarding this request.

The Planning Commission approved the request with the following conditions:

1. That the applicant provide an environmental impact statement.
2. Provision of an affidavit stating other carriers will be allowed to co-locate on this tower.
3. Provision of an application for full site plan review.

As this project must also go back to the Planning Commission for a full site plan review I believe these conditions can also be made by the Board of Trustees as a part of an approval motion. During the full site plan review process the Planning Commission will ensure that these conditions are taken care of as a part of the site plan approval process.

We recommend approval of the proposed conditional use with the conditions as noted above.

CARLISLE/WORTMAN ASSOC., INC.
Douglas J. Lewan, PCP, AICP
Principal

Richard K. Carlisle, *President* R. Donald Wortman, *Vice President* Douglas J. Lewan, *Principal* John L. Enos, *Principal* David Scurto, *Principal*
Benjamin R. Carlisle, *Senior Associate* Sally M. Elmiger, *Senior Associate* Brian Oppmann, *Associate* Laura Kreps, *Associate*

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Date: October 17, 2014

Conditional Land Use
For
Northfield Township, Michigan

GENERAL INFORMATION

Applicant:	AT+T Mobility/Haley Law Firm 10059 Bergin Road Howell, MI 48843
Project Name:	AT+T Tower – 6741 Sutton Road
Plan Date:	May 27, 2014
Location:	6741 Sutton Road (B-02-22-400-001)
Zoning:	AG, Agriculture
Action Requested:	Conditional Use Review
Required Information:	As presented herein.

PROJECT AND SITE DESCRIPTION

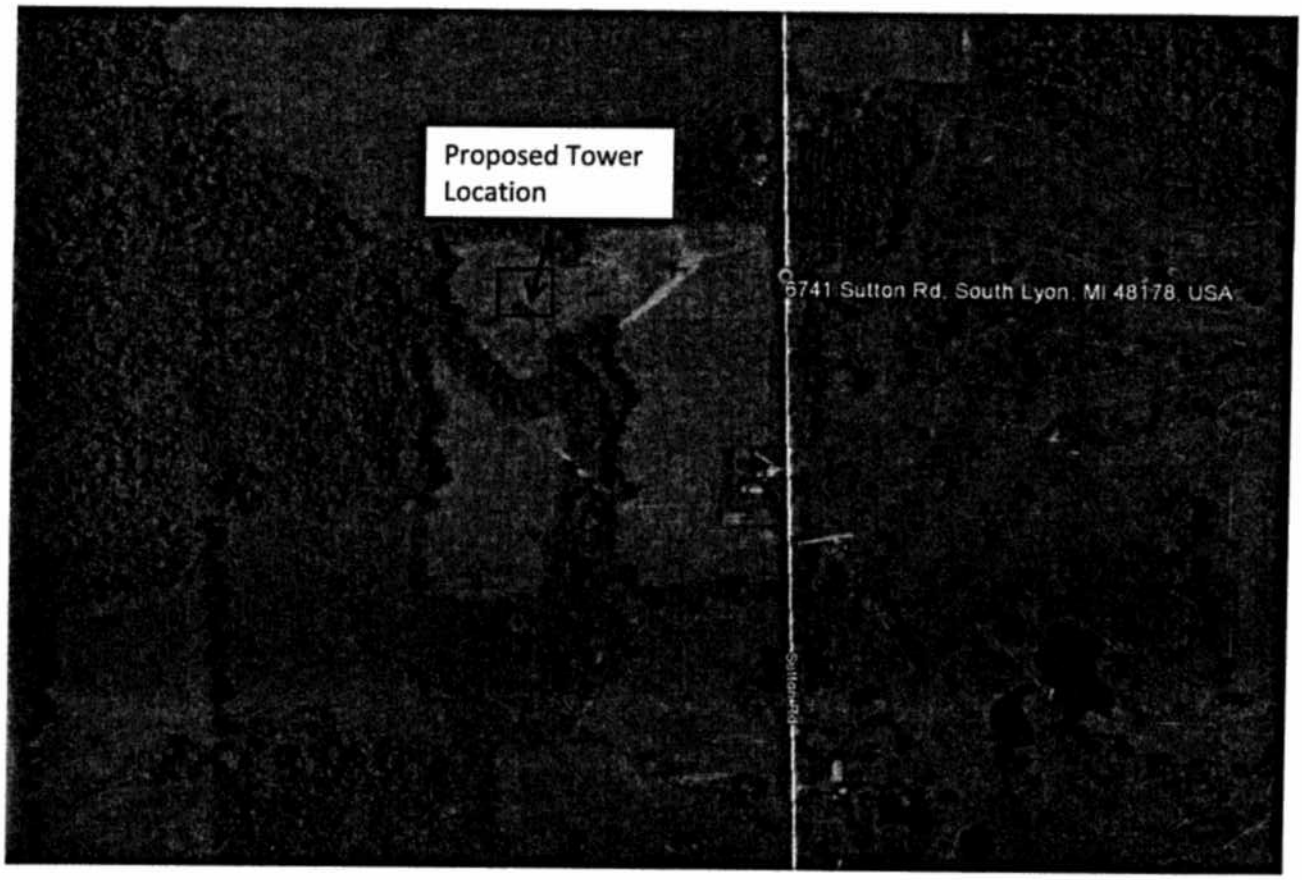
The applicant is proposing to construct a new 170-foot monopole tower (175 feet tall with antenna extension) upon the 40 acre property located at 6741 Sutton Road. The subject parcel is zoned AG, Agriculture, and wireless communication facilities are listed as a Conditional Use in the AG district.

In addition to the monopole, ground equipment will also be constructed within the 100-foot by 100-foot leased area. A 900-foot access drive from Sutton Road is also proposed. The tower will be constructed with the structural capacity to hold up to three (3) additional carriers, as well.

The applicant indicates the objective for the proposed tower is to provide improved in-car and in-building coverage to this area.

Items to be Addressed: *None.*

Figure 1. – Aerial Photograph



CONDITIONAL USE CONSIDERATIONS

NEIGHBORING ZONING AND LAND USE

Land uses adjacent to the proposed tower site are vacant/farmland (with existing residences) to the north, south and west, and a golf course to the east.

The zoning of the subject site and the surrounding area is AG, Agriculture.

Adjacent land uses and zoning appear to be compatible with this proposal.

Items to be Addressed: *None.*

MASTER PLAN

The subject parcel and adjacent properties are designated AG, Agriculture.

The intent of the AG future land use category is: *to protect existing agricultural land uses, maintain rural character, minimize population density, and preserve open spaces.* The AG future land use category coincides with the existing zoning classification which allows wireless communication facilities as a conditional use.

Items to be Addressed: *None.*

NATURAL RESOURCES

The proposed site is vacant and is currently cultivated. Topographic information provided on Sheet LS1 demonstrates this area of the property to be fairly level and void of any significant natural features.

Items to be Addressed: *None.*

TRAFFIC IMPACT

Construction traffic may impact the surrounding area. However, once built the site will be unmanned and accessed infrequently.

Items to be Addressed: *None.*

ESSENTIAL FACILITIES AND SERVICES

The plans demonstrate existing utilities along Sutton Road will be utilized and extended to the site via the proposed 20-foot wide ingress/egress and utility easement to the tower structure.

Items to be Addressed: *Review of all essential services and facilities will be undertaken during site plan review.*

WIRELESS COMMUNICATION STRUCTURE SPECIFIC USE REQUIREMENTS

Section 60.23 provides specific use requirements related to the location and colocation of wireless communication facilities.

In order to obtain a Conditional Use Permit, each applicant is required to submit the following information (Section 60.23 C. 2 a. – q.):

a. *Name, address, phone number, and e-mail address of applicant. At a minimum, one (1) provider must be a co-applicant under this section or be under contract with the applicant. In no case, shall the applicant be speculative in nature, i.e. with no "provider" identified and under contract. Without a specific "provider", the applicant will not be able to fulfill the standards and informational requirements of these regulations.*

CWA COMMENT: The application material indicates AT+T will be the provider for this cell tower.

b. *Each applicant for an antenna and /or tower shall provide an inventory of its existing towers, antennas, or sites approved for towers or antennas, that are either within the jurisdiction of Northfield Township or within one (1) mile of the border thereof, including specific information about the location, height, type of equipment including model number, and design of each tower. Such information may be shared with other applicants applying for approvals under this Section or other organizations seeking to locate towers or antennas within the jurisdiction of Northfield Township, provided, however, that the sharing of such information in no way constitutes a representation or warrant by the Township that such sites are available or suitable.*

CWA COMMENT: A map of tower locations is provided within the applicant's narrative submittal. This map includes all towers, owner name, height and distance from proposed site. No future towers were detected as part of the applicant's exercise.

c. *A scaled plan clearly indicating the location, type and height of the proposed tower; on-site land uses and zoning; adjacent land uses and zoning; Land Use Plan classification of the site and all properties within the applicable separation distances set forth above; adjacent roadways, proposed means of access; setbacks from property lines; elevation drawings of the proposed tower; specifications of the elevation drawings of the proposed tower; specifications of the transmitter and model numbers and any other structures, topography, parking, and any other information deemed by the Planning Commission to be necessary to assess compliance with this Section.*

CWA COMMENT: A site plan submittal has been provided to accompany the Conditional Use request. All required information has been provided as submitted.

d. *Legal description of the parent tract and leased parcel (if applicable).*

CWA COMMENT: Legal descriptions of the parent tract and leased parcel are provided on Sheet LS1.

e. *The setback distance between the proposed tower and the nearest residential unit, platted residentially zoned properties, and unplatted residentially zoned properties.*

CWA COMMENT: Setbacks from property lines and adjacent residential units is provided on Sheet C-1.

f. The separation distance from other towers or structures described in the inventory of existing sits submitted pursuant to Paragraph 2 above shall be shown on an updated site plan or map. The applicant shall also identify the type of construction of the existing tower(s) and the owner/operator of the existing tower(s), if known.

CWA COMMENT: Distance between towers is provided on the tower inventory noted above under item b.

g. A landscape plan showing specific landscape materials.

CWA COMMENT: A landscape plan has not been provided as part of this submittal. The applicant indicates this site was chosen due to the surrounding wooded areas. Further, placement is over 900 feet from Sutton Road; ground equipment will not be visible from that distance.

h. Method of fencing, and finish color and, if applicable, the method of camouflage and illumination.

CWA COMMENT: A six (6)-foot tall chain-link fence is proposed around the leased area. Fence detail is provided on Sheet C-6.

i. A notarized statement by the applicant indicating that construction of the proposed tower will accommodate a minimum of two (2) additional antenna arrays equal to that submitted by the applicant.

CWA COMMENT: The applicant has provided an affidavit regarding the proposed tower and RF propagation. However, no mention of collocation opportunities was provided in the affidavit statement. It is noted elsewhere in the application and site plan the structure is planned for three (3) additional carriers.

j. For wireless communication systems, identification of the entities providing the backhaul network (i.e., the lines that connect a provider's structures/cell sites to one or more cellular telephone switching offices, and/or long distance providers, and/or the public switched telephone network) for the tower(s) described in the application and other cellular sites owned or operated by the applicant in the Township.

CWA COMMENT: Not applicable.

k. A description of the suitability of the use of existing towers, other structures, or alternative technology not requiring the use of towers or structures to provide the services to be provided through the use of the proposed new tower.

CWA COMMENT: The applicant has provided RF propagation maps and associated information that demonstrates a large portion of the subject area does not have or has limited coverage. No existing infrastructure can be utilized to improve coverage in the subject area.

l. A map showing the location(s) of future towers, structures, or antennae proposed or anticipated by the applicant within Northfield Township based on existing physical, engineering, technological, or geographical limitations in the event the proposed tower is erected.

CWA COMMENT: As noted under Item b. no future towers have been detected through the applicant's efforts.

m. An environmental impact statement disclosing any potential impact on local wetlands, floodplains, wilderness areas, wildlife preserves, endangered species, historical sites, or other environmental considerations.

CWA COMMENT: An environmental impact statement has not been provided as part of the application submittal. We note, however, no wetlands, woodlands or floodplains appear to be affected as part of this application submittal.

n. Name and location of communication tower manufacturer.

CWA COMMENT: AT+T appears to be the owner of the tower. Manufacturer information was not provided.

o. A technical analysis setting forth the minimum height necessary for reasonable communication by the applicant and an evaluation of alternative designs which might result in lower tower heights.

CWA COMMENT: In the applicant's affidavit, #8 states, "The proposed centerline of the antennas for ATT facility is 170 feet. At this height and the current ground elevation, the radio frequency objects for this site are met. Anything lower would not provide building coverage to the township's residents living near this area. Moreover, this is an area of changing terrain and dense areas of woodlots. Lowering the tower height would not only severely hinder ATT's coverage objectives, but would create an even greater problem for other carriers attempting to collocate on this tower but at a much lower height. A lower tower height would not support the Township's goal of mandating collocation where feasible."

p. An annual report of the total radiation output from all channels an all antennae on the proposed tower, including all colocations.

CWA COMMENT: This information has not been provided. We question whether this requirement is applicable.

q. *A maintenance plan, and any applicable maintenance agreement, shall be presented and approved as part of the site plan for the proposed facility. Such plan shall be designed to ensure long term, continuous maintenance to a reasonably prudent standard.*

CWA COMMENT: A maintenance plan has not been included in the application package.

Section 60.23 C.4. outlines the Factors to Consider in Granting a Conditional Use Permit. This includes all of the factors listed. However, the Planning Commission may waive or reduce one (1) or more of the following if they determine the goals of granting a Conditional Use Permit are better served. These factors include:

a. *The height of the tower.* **170 feet as proposed (175 feet with antennas).**

b. *Proximity of the tower to residential structures and residential district boundaries.* **The tower has the following setbacks from property lines and nearest residence:**

North – 200 feet
South – 1,118 feet
West – 328 feet
East – 981 feet
Nearest Residence – 942 feet (neighboring residence to the north)

c. *Nature of uses on adjacent and nearby properties.* **The subject site is surrounded by vacant/farmland and recreation (golf course) uses.**

d. *Surrounding topography.* **Topography is shown on Sheet LS1. This portion of the subject site is relatively flat and contains no significant natural features. However, an environmental impact statement has not been provided.**

e. *Surrounding tree coverage and foliage.* **The applicant indicates this specific location was chosen due to the surrounding wooded areas, and located as far from Sutton Road as practical.**

f. *Design of the tower, with particular reference to design characteristics that have the effect of reducing or eliminating visual obtrusiveness.* **The proposed monopole tower is less than 200 feet in height, and does not require illumination.**

g. *Proposed ingress and egress.* **Site ingress/egress will be accommodated via a 14-foot gravel driveway within a 20-foot ingress/egress/utility easement from Sutton Road. The driveway length is approximately 978 feet.**

h. *Availability of suitable existing towers, other structures, or alternative technologies no requiring the use of towers or structures.* **As provided in the applicant's affidavit, no suitable existing structures are available.**

i. The design of the proposed structure will accommodate colocation of additional users. **The proposed tower is proposed to accommodate a total of four (4) providers.**

Section 60.23 C.5 lists specific criteria the applicant must provide to demonstrate no existing towers can be utilized. Based upon the information provided by the applicant via an affidavit, we find no suitable existing towers will meet the coverage needs of the applicant.

Lastly, Section 60.23 D. lists general regulations all wireless communication facilities are subject to. They include:

1. Location of Towers or Structures.

a. No single tower shall be located within two (2) miles of another commercial communication tower. This requirement may be waived if the Planning Commission determines that the tower is of an exceptional design so as to create a positive architectural and/or environmental feature which is compatible with the character of the surrounding area and community. Additional communications apparatus can, however, be located on an existing tower or other structure capable of accommodating such apparatus.

CWA COMMENTS: Based upon the information provided, there does not appear to be any towers located within two (2) miles of the proposed location. The applicant has demonstrated a tower location within one (1) mile of the subject area; however, have also provided an aerial photograph demonstrating a tower does not exist at that location.

b. No tower shall be located closer than one thousand (1,000) feet from the boundary of any Residential District, including any PUD District incorporating residential uses.

CWA COMMENTS: All of the properties surrounding the subject site are zoned AG, Agriculture. The closest residential dwelling is located on the property to the north of the tower location, and is shown 942 feet from the proposed tower. The residence on the subject property is located approximately 993 feet from the proposed tower location.

c. A tower shall have a minimum setback from all property boundaries equal to the height of the tower.

CWA COMMENTS: Setbacks demonstrated on the site plan are greater in all directions than the height of the proposed tower – 200 feet to the north; 981 feet to the east; 1,118 feet to the south; and 328 feet to the west.

d. Guys and accessory buildings must satisfy the minimum zoning district regulations.

CWA COMMENTS: No guy wires are proposed (monopole structure) all accessory buildings are located to meet the minimum AG district regulations.

e. *For purposes of measurement, any required tower setback and/or separation distance shall be calculated and applied to facilities located adjacent to municipal and county jurisdictional boundaries.*

CWA COMMENTS: Not applicable.

2. *Access – Unobstructed access constructed in accordance with all provisions of this Ordinance shall be provided to the tower and apparatus building to ensure service by police, fire, and emergency vehicles.*

CWA COMMENTS: The access road will provide unobstructed access to the proposed facilities for emergency vehicles.

3. *Structural Design and Installation.*

a. *The plans for the tower construction shall be certified by a registered structural engineer, and the applicant shall submit verification that the installation is in compliance with all applicable codes. All towers or structures must meet all applicable standards of the Federal Aviation Administration and the Federal Communications Commission.*

CWA COMMENTS: The applicant has indicated they comply with all requirements of the Federal Aviation Administration and Federal Communications Commission. Further the tower plans will be certified by a registered structural engineer and provided to the Township with the building permit application.

b. *All towers or structures must meet or exceed current standards and regulations of the FAA, the FCC, and other agency of the state of federal government with the authority to regulate towers, structures, ad antennas. If such standards and regulations are changed, then the owners of the towers, structures and antennas governed by this Section shall bring such towers, structures, and antennas into compliance with such revised standards and regulations within six (6) months of the effective date of such standards and regulations, unless a different compliance schedule is mandated by the controlling state or federal agency. Failure to bring towers, structures, and antennas into compliance with such revised standards and regulations shall constitute grounds for the removal of the tower or antenna at the owner's expense.*

CWA COMMENTS: The applicant has agreed to comply with the standards outlined in this section.

c. *To ensure the structural integrity of towers or structures, the owner of a tower shall ensure that it is maintained in compliance with standards contained in applicable state or local building codes and the applicable standards for towers or structures that are published by the Electronic Industries Association, as*

amended. If, upon inspection, Northfield Township concludes that a tower fails to comply with such codes and standards and constitutes a danger to persons or property, then upon notice being provided to the owner of the tower, the owner shall have thirty (30) days to bring such tower into compliance with such standards. Failure to bring such tower into compliance within said thirty (30) days shall constitute grounds for the removal of the tower or antenna at the owner's expense.

CWA COMMENTS: The applicant has indicated they will comply with all local, state and federal agencies.

d. Antennae and metal towers or structures shall be grounded for protection against a direct strike by lightning. The electrical wiring and connections on all towers and structures shall comply with all applicable local, state, and federal statutes, regulations, and standards.

CWA COMMENTS: Sheet G-1 illustrates the Grounding Plan.

e. Towers or structures with antennae shall be designed to withstand a uniform wind loading as prescribed in the Building Code.

CWA COMMENTS: The applicant has indicated they will comply with the Township Building Code and provide the necessary document when the building permit application is filed.

f. Towers and structures shall be subject to any state and/or federal regulations concerning nonionizing electromagnetic radiation. If more restrictive state and/or federal regulations are adopted in the future, the operator of the tower shall bring the antennae into conformance with such standards within sixty (60) days of its adoption, or the Conditional Use Permit shall be subject to revocation by the Township Board. The operator of the tower shall bear the costs for testing and verification of compliance.

CWA COMMENTS: The applicant has stated they will comply with all requirements (current and future) of local, state and federal agencies.

g. All signals and remote control conductors of low energy extending substantially horizontally above the ground between a tower or antennae and a structure, or between towers, shall be at least eight (8) feet above the ground at all times.

CWA COMMENTS: The applicant notes they will comply with the Township's requirements for signal and remote control conductors.

h. The base of the tower shall occupy no more than five hundred (500) square feet.

CWA COMMENTS: The base of the tower occupies considerably less than 500 square feet in area.

i. *All communications tower operators shall be required to provide an annual report of total radiation output from all channels and all antennae on the tower including all co-locators, from an independent contractor as recommended by the Township Engineer or his designee. The report shall contain any and all information deemed necessary by the Planning Commission.*

CWA COMMENTS: The applicant has indicated they will provide any information required by the Township Engineer.

4. *Lighting – Towers or structures shall not be artificially lighted.*

CWA COMMENTS: The proposed tower is not required to be lit since it is less than 200 feet in height.

5. *Height – Towers and structures shall not exceed one hundred eighty (180) feet in height. Height shall be measured from the finished grade of the parcel to the highest point on the tower or other structure, including the base pad and any antenna.*

CWA COMMENTS: The proposed tower will be 170 feet in height; with antennas it will measure 175 feet.

6. *Design*

a. *Except as otherwise provided herein, all towers shall be of a monopole design and shall be constructed of galvanized metal.*

CWA COMMENTS: The proposed tower will be a galvanized steel monopole structure.

b. *Advertising, signs, and identification of any kind intended to be visible from the ground or other structures shall be prohibited, except as required from emergency purposes.*

CWA COMMENTS: The applicant has indicated no advertising or signs will be placed at the facility except for identification signs required by the FCC.

c. *The antennae shall be painted to match the exterior treatment of the tower. The pain scheme of the tower and antennae shall be designed to minimize off-site visibility of the antennae and tower.*

CWA COMMENTS: The applicant has indicated they will comply with this requirement.

d. *At the tower site, the design of the buildings and related structures shall, to the maximum extent possible, use materials, textures, screening, and landscaping that will blend them into the natural setting and surroundings.*

CWA COMMENTS: The applicant contends the tower is made of galvanized steel that blends into the natural environment and minimizes the tower's visual appearance.

e. *If an antennae is installed on a structure other than a tower (such as a clock tower, bell steeple, or light pole), the antenna and supporting electrical and mechanical equipment must be of a neutral color that is identical to, or closely compatible with, the color of the supporting structure so as to make the antenna and related equipment as visually unobtrusive as possible.*

CWA COMMENT: The applicant has indicated all supporting equipment will match the monopole to the best of its ability.

7. *Fencing and Landscaping - The tower and appurtenant apparatus building shall be secured by fencing a minimum of six (6) feet in height. The fencing and apparatus building shall be screened with a landscape strip at least twenty (20) feet wide along each side of such fencing and/or building. Specifications for spacing and plant materials shall be as set forth in Section 60.09. The landscape strip shall be maintained in good condition at all times so as to continue its effectiveness. Existing mature on-site vegetation and natural land forms shall be preserved to the maximum extent feasible. In some cases, such as towers or structures sited on large, wooded lots, natural growth around the property perimeter may provide sufficient buffer, in which case the Planning Commission may waive the landscaping requirements of this Paragraph.*

CWA COMMENT: As shown on the site plan, a six (6)-foot tall chain-link fence is proposed to enclose the 100-foot by 100-foot leased tower area. However, additional landscaping has not been provided. The applicant contends this location was chosen due to the large trees surrounding this area. Additionally, pursuant to Section 60.23(c)(4), the Planning Commission may waive one (1) or more of the conditional requirements.

8. *Employees - No employees shall be located on the site on a permanent basis to service or maintain the antennae. Occasional or temporary repair and service activities are excluded from this restriction.*

CWA COMMENTS: No permanent employees will be located on-site.

9. *Site Plan Required - The applicant shall submit a preliminary and final site plan in accordance with Article 64.0 ("Site Plan Review") herein, and including details of tower lighting required and approved by the Federal Aviation Administration.*

CWA COMMENTS: The applicant will submit a formal site plan review application after Conditional Use Approval. No lighting detail is necessary as the tower is less than 200 feet in height.

10. *Franchises - Owners and/or operators of towers, structures, or antennas shall certify that all franchises required by law for the construction and/or operation of a wireless*

communication system have been obtained and shall file a copy of all required franchises with Northfield Township prior to final site plan approval.

CWA COMMENTS: The applicant has indicated they will comply with any and all franchising requirements.

11. *Engineering Certification - Any information of an engineering nature that the applicant submits, whether civil, mechanical, or structural, shall be certified by a licensed professional engineer.*

CWA COMMENTS: The drawings submitted in supplement to this application have not been sealed by a licensed professional engineer. All drawings submitted for site plan review will need to be stamped and seal by a licensed professional engineer in the State of Michigan.

12. *Essential Services – Towers, structures, and antennae shall be regulated and permitted pursuant to this Section and shall not be regulated or permitted as essential services, public utilities, or private utilities.*

CWA COMMENTS: Not applicable.

13. *Cessation of Operation - The Township shall condition approval of any new tower subject to the removal of said tower, including all structural components of the tower above and below ground, within one hundred and eighty (180) days of cessation of operation. The Township reserves the right to request evidence of ongoing operation at any time after construction of an approved tower. Any antenna or tower, whether approved under this Section or existing at the time of adoption of this Ordinance, that is not operated for a continuous period of one hundred eighty (180) days shall be deemed abandoned. Failure to remove an abandoned antenna or tower within sixty (60) days of receipt of a notice from Northfield Township requesting such removal shall be grounds for Northfield Township to remove the tower or the antenna at the tower and/or property owner's expense. If there are two (2) or more users of a single tower, this provision shall not take effect until all users cease using the tower.*

CWA COMMENTS: The applicant has indicated they will provide the Township with any necessary removal documents.

14. *The division of property for the purpose of locating a Facility is prohibited unless all requirements of the Township Ordinances are met.*

CWA COMMENTS: No division of property is proposed.

15. *The Facility shall not be used for advertising purposes and shall contain no signs or lighting except to identify the Provider and emergency telephone numbers and as may be required by the FAA.*

CWA COMMENTS: No advertising is proposed.

16. *In order to insure removal of the wireless communication structure, in the event of abandonment or cessation of operation, the Planning Commission may require that security be posted at the time a building permit is obtained for uses as specified in the conditional use permit in an amount sufficient to guarantee that the applicant shall perform the terms and conditions of the Conditional Use Permit.*

CWA COMMENTS: The applicant notes they will work with the Planning Commission to provide all necessary documents and bonds.

17. *The application shall include a description of the security to be posted at the time of receiving a building permit for the Facility to ensure removal of the Facility when it has been abandoned or is no longer used, as provided herein. The security shall be in the form of: cash, surety bond, or letter of credit, together with an agreement in the form approved by the Township providing for removal of the Facility as described herein. The Provider shall submit an estimate of the cost of removal of the Facility, certified by a licensed engineer for the Township's use in determining the security to be posted.*

CWA COMMENTS: The applicant requests the Township provide the type of bonds previously approved by the Township to comply with this Section.

Items to be addressed: *1) Planning Commission to consider waiving landscaping requirements. 2) Provide Environmental Impact Statement. 3) Provide a maintenance plan / schedule, including necessary removal procedures / practices. 4) Submit a site plan for final approval that is signed and sealed by a registered professional engineer. 5) Provide the Township with necessary documents and bonds as part of site plan review. 6) Provide collocation opportunities as part of the affidavit or provide other notarized statement. 7) Provide tower manufacturer information.*

CONDITIONAL USE STANDARDS

Article 63 outlines the procedures and requirements for the review of conditional use applications. Specifically, the Planning Commission *shall review the particular circumstances and facts of each proposed use in terms of the following standards and required findings, and with respect to any additional standards set forth in Article 60 and shall find and record adequate data, information and evidence showing that such a use on the proposed site, lot or parcel:*

1. *Will be harmonious with and in accordance with the general objectives, intent and purposes of this Ordinance.*

   The proposed wireless communication monopole has been located over 900 feet from Sutton Road and the existing neighboring residential structures. Further, the natural wooded areas will help to minimize the visual intrusion of the structure on the surrounding area. The subject site and the surrounding area is zoned and used primarily

for agricultural purposes, and the addition of the monopole will not compromise the general objectives, intent or purposes of the Ordinance.

2. *Will be designed, constructed, operated, maintained and managed so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity.*

   As mentioned above, the structure has been located in an area where its visual intrusion can be minimized with the surrounding natural area.

3. *Will be compatible with the natural environment and existing and future land uses in the vicinity.*

   No natural features will be impacted by the proposed uses. Future land use in this area is noted to remain agricultural.

4. *Will be compatible with the Northfield Township Land Use Development Plan.*

   As noted previously, we believe the proposed monopole is compatible with the Northfield Township Master Plan.

5. *Will be served adequately by essential public facilities and services, such as highways, streets, police, and fire protection, drainage structures, refuse disposal or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such service.*

   Review of all essential services and facilities will be undertaken during site plan review.

6. *Will not be hazardous or disturbing to existing or future neighboring uses; and*

   Once constructed, the site will be unmanned and only infrequent maintenance will be conducted at this location. Further, the tower is less than 200 feet in height and does not require to be lit.

7. *Will not create excessive additional requirements at public cost for public facilities and services.*

   No additional public facilities or services are required for the monopole use.

Items to be Addressed: *None.*

RECOMMENDATIONS

Based upon the information provided, we find that the proposed wireless communication monopole meets the conditional use requirements of the Northfield Charter Township Zoning Ordinance, and recommend the Planning Commission recommend conditional use approval to the Township Board. Our recommendation is conditioned on the following:

Conditional Use:

1. Provide Environmental Impact Statement.
2. Provide collocation opportunities within affidavit or other notarized statement.
3. Apply for full site plan review.

Site Plan Review:

1. Planning Commission to consider waiving landscaping requirements.
2. Review of all essential services and facilities will be undertaken during site plan review.
3. Provide a maintenance plan / schedule, including necessary removal procedures / practices.
4. Provide the Township with necessary documents (wind load, signal/remote conductor information, annual report, etc.) and bonds as part of site plan review.
5. Provide tower manufacturer information.
6. All drawings are required to be signed and sealed by a registered professional engineer.

CARLISLE/WORTMAN ASSOC., INC.
Douglas J. Lewan, PCP, AICP
Principal

CARLISLE/WORTMAN ASSOC., INC.
Laura K. Kreps, AICP

#271-1412

Cc: Tim and Anita Philipp, 6741 Sutton Road, Whitmore Lake, MI 48189
AT+T Mobility, c/o tgarrett@haleylawfirm.com

NORTHFIELD TOWNSHIP
PLANNING COMMISSION
Minutes of Regular Meeting
November 5, 2014

1. CALL TO ORDER

The meeting was called to order by Chair Marlene Chockley at 7:04 P.M. at 8350 Main Street.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL AND DETERMINATION OF QUORUM

Roll call:

Janet Chick	Present
Marlene Chockley	Present
Brad Cousino	Present
Kenneth Dignan	Absent with notice
Sam Iaquinto	Absent with notice
Larry Roman	Present
Mark Stanalaczo	Present

Also present:
Planning Consultant Douglas Lewan, Carlisle/Wortman Associates
Recording Secretary Lisa Lemble
Members of the Community

4. APPROVAL OF AGENDA

Chockley moved item 10A to precede Old Business. Roman asked that the Second Call to the Public be moved to precede Comments from Commissioners.

- **Motion:** Roman moved, Chick supported, that the agenda be amended with item 10A to moved precede Old Business and the Second Call to the Public moved to precede Comments from Commissioners.
  Motion carried 4—0 on a voice vote.

- **Motion:** Chick moved, Stanalajczo supported, that the agenda be adopted as amended.
  Motion carried 4—0 on a voice vote.

5. FIRST CALL TO THE PUBLIC

Nowatzke Site Plan. Dale Brewer, 11548 East Shore Drive, said this plan should not have been accepted by the Township because there is no approved traffic study for it. Lewan said he has reviewed this proposal for a service station and convenience store, which has received approval for a Conditional Use Permit, and it included a traffic study. He said the Township engineer has concerns about that study and has asked for more information, and it is likely that a revised plan will have to be submitted before the staff find it ready for consideration by the Planning Commission.

Master Plan Amendment/Biltmore Proposal. Joanne Marttila Pierson, 5756 Earhart Road, urged the Commission to provide more information about this proposal on the Township's website. She said she has heard that Biltmore has decided not to pursue this. Chockley said she has not heard that. Pearson said the master plan must be adhered to.

Mary Christianson, 409 East Shore Drive, said she is a new resident and was thrilled to hear there is a master plan for the Township. She said she is at the meeting because of information she received while voting that there may be plans to change the master plan.

6. CORRESPONDENCE

Scio and Green Oak Townships Master Plans. Chockley noted that these had been received and are being reviewed.

Emails from the Public. Chockley said she has been reading all of the emails she has been receiving from members of the public. She said there seem to be misconceptions from some people about Township Manager Fink's attendance at Planning Commission meetings. She said he is not staff for the Commission, but attends because he is interested in the Township's planning issues, and when he sometimes has to leave during meetings to attend to other duties that should not be interpreted as a slight to anyone in the room.

7. REPORTS

7A. Board of Trustees
Chick reported that at the October 28th workshop meeting the Board:

- voted to keep approval of Conditional Use Permits at the Board level.
- approved hiring Tetra Tech for engineering services for last phase of the Barker Road non-motorized pathway.
- approved amendments to Downtown Development Authority (DDA) tax increment financing (TIF) plan.

She also noted the Parks and Recreation Board is requesting participation from the public via an online survey available on the Township website regarding the parks master plan they are working on.

7B. ZBA
No report.

7C. Staff Report
Nothing to report.

7D. Planning Consultant
Nothing to report.

8. PUBLIC HEARINGS

8A. Case JPC#140004; Timothy and Anita Phillip; Location: 6741 Sutton Road; Request for Conditional Use Permit to allow a Commercial Communications Apparatus (Cellular Telephone Tower) for AT&T Mobility; Parcel 02-22-400-001

▶ **Motion:** Stanalajczo moved, Chick supported, that the public hearing be opened.
Motion carried 5—0 on a voice vote.

Wally Haley, attorney representing AT&T Mobility, quoted statistics from a 2013 Detroit Free Press article: Michigan's 6.7 million land lines in 2000 had been reduced to 2.6 million in 2012, and cell phones had increased from 3.5 million in 2000 to 9.3 million in 2012.

He referred to the application for this 175 foot cell tower to fill a gap in coverage in the Township, noting that Lewan has recommended approval, and he offered to answer questions.

Lewan noted the Zoning Administrator inspected the site on October 25th, found no zoning violations, and observed the signage giving notice of the request that is required by the zoning ordinance. He briefly reviewed his report noting that this is a request for a new tower, not a co-location of an antenna. He said three items are still required for the application:

- An environmental impact statement
- An affidavit stating other carriers will be allowed to co-locate on this tower
- An application for full site plan review

Terri Gordinier, 5196 Sutton Road, said it would be great to be able to use her cell phone at home. In answer to her question, Haley said AT&T will not be providing internet service via this tower other than data service subscribers can opt for. Jim Nelson, 7777 Sutton Road, said the tower will be way back from the road and will be a big help to people in the area.

Julian Konwinski, 25 Pine Drive, asked whether AT&T is considering going to satellite service rather than building towers. He said this is used successfully in third world countries.

In answer to questions from Fink, Haley said a fiber line will be run along Sutton Road to serve this tower. Referring to the question from Ms. Gordinier, Fink strongly encouraged AT&T to consider providing AT&T DSL and UVerse to more Township residents. Haley said he will take that message back to AT&T and will put Fink in contact with people there.

In answer to a question from Stanalajczo, Haley said a survey that showed a cell tower within one mile of this site was shown to be incorrect. Lewan said even if a tower had been approved for that site, its CUP would have expired within one year. In answer to a question from Chick, Foley said towers shorter than 200 generally do not have to be registered with the FAA. In answer to another question from Chick, Haley said the effective service radius around a tower depends on many factors including topography and foliage, but there is generally about a one mile effective radius.

In answer to another question from Chick, Haley said despite the comments from Mr. Konwinski, almost no cell phones have the signal power to reach a satellite, and despite investments in satellite systems, there is nothing to suggest that the technology to allow all cell phones to connect to satellite will be possible in the near future.

▶ **Motion:** Stanalajczo moved, Roman supported, that the public hearing be closed.
Motion carried 5—0 on a voice vote.

8B. New Article 53.0 Whitmore Lake North Territorial (aka Mixed Use South) Overlay District. Proposed amendment to the zoning ordinance for a new overlay district to coincide with the new Mixed Use South Master Plan Future Land Use Category. This district will require specific development design standards as well as a modified list of allowable permitted and special land uses in this area of the Township. Zoning Ordinance Map Amendment to include the new Whitmore Lake/North Territorial Overlay District at the intersection of and within the surrounding area of Whitmore Lake and North Territorial Roads.

▶ **Motion:** Stanalajczo moved, Chick supported, that the public hearing be opened.
Motion carried 5—0 on a voice vote.

Lewan noted that the Commission had been discussing this district for quite a while, and he explained that the intent is to allow a wider range of uses in this area while allowing taller buildings and placement of buildings closer to the road than in other districts. He noted the underlying zoning will not change and all of the existing land uses will remain valid.

Dale Brewer, 11548 East Shore Drive, said he is excited about seeing this adopted. He said it will be a great asset for the community. Terri Gordinier, 5196 Sutton Road, said traffic at US-23 and North Territorial is terrible, and asked whether a traffic study has been done. Lewan said traffic impacts will be studied as each proposal for development is submitted based on the types of uses that could come in because the traffic impacts can vary widely. He noted that the existing zoning already allows for high-intensity uses.

▶ **Motion:** Chick moved, Stanalajczo supported, that the public hearing be closed.
Motion carried 5—0 on a voice vote.

8C. Article 34.0 Residential Office. Proposed elimination of the Residential/Office District.

▶ **Motion:** Chockley moved, Stanalajczo supported, that the public hearing be opened.
Motion carried 5—0 on a voice vote.

Lewan presented a map showing that there are only two very small parcels with this zoning in the Township, and the proposal is to combine this district with the Enterprise Services District (Article 42).

▶ **Motion:** Roman moved, Chick supported, that the public hearing be closed.
Motion carried 5—0 on a voice vote.

8D. Article 40.0 Limited Industrial. Proposed modification of the Light Industrial District text (Section 40.02) to allow Landscape and Lawn Care businesses as permitted uses, and (Section 40.03) to allow Outdoor Storage of Materials as a Conditional Land Use. Section 40.04 (D)Floor Area Ratio is also proposed to be deleted from this section.

▶ **Motion:** Chick moved, Roman supported, that the public hearing be opened.
Motion carried 5—0 on a roll call vote.

Lewan briefly reviewed the proposed changes.

▶ **Motion:** Stanalajczo moved, Roman supported, that the public hearing be closed.
Motion carried 5—0 on a roll call vote.

8E. Article 41.0 General Industrial. Proposed modification of the General Industrial District text (Section 41.02) to remove signs as a permitted use. Section 41.01(D) Floor Area Ratio is also proposed to be deleted from this section.

▶ **Motion:** Chick moved, Stanalajczo supported, that the public hearing be opened.
Motion carried 5—0 on a voice vote.

Lewan briefly reviewed the minor changes being proposed.

▶ **Motion:** Roman moved, Chick supported, that the public hearing be closed.
Motion carried 5—0 on a voice vote.

8F. Article 42.0 Enterprise Services. Proposed modification of the Enterprise Service District text (Section 42.02) to add the following uses as permitted uses in this district: Single-family dwellings; Tow-family dwellings; Home Occupations; Offices of Architects, engineers, surveyors and similar professionals; Executive, administrative, legal accounting, insurance, real estate and similar offices; Places of worship; Public Buildings; Preschool, primary and secondary schools, and essential services. Section 42.04(D) Floor Area Ratio is also proposed to be deleted from this Section..

▶ **Motion:** Cousino moved, Stanalajczo supported, that the public hearing be opened.
Motion carried 5—0 on a voice vote.

Lewan noted this proposal combines the LO and ES districts.

▶ **Motion:** Roman moved, Chick supported, that the public hearing be closed.
Motion carried 5—0 on a voice vote.

8G. Zoning Ordinance. The re-codification of the entire Northfield Township Zoning Ordinance for the purposes of incorporating formatting changes and for clarification and minor changes to certain provisions.

▶ **Motion:** Roman moved, Chick supported, that the public hearing be opened.
Motion carried 5—0 on a voice vote.

Fink explained that while the zoning ordinance has been organized and presented in a way that is accessible to the public, the same has not been true for Northfield Township's other ordinances. He said a company has been hired to collect and organize all of the ordinances—which is known as codification—so they will be available to the public without requiring considerable research.

▶ **Motion:** Roman moved, Chick supported, that the public hearing be closed.
Motion carried 5—0 on a voice vote.

10. NEW BUSINESS

10A. Case JPC#140004; Timothy and Anita Phillip; Location: 6741 Sutton Road; Request for Conditional Use Permit to allow a Commercial Communications Apparatus (Cellular Telephone Tower) for AT&T Mobility; Parcel 02-22-400-001

▶ **Motion:** Stanalajczo moved, Roman supported, that the request in Case JPC#140004 by Timothy and Anita Phillip for a Conditional Use Permit to allow a Commercial Communications Apparatus (Cellular Telephone Tower) at 6741 Sutton Road for AT&T Mobility, Parcel 02-22-400-001, be approved with these conditions:

- Provision of an environmental impact statement,
- Provision of an affidavit stating other carriers will be allowed to co-locate on this tower, and
- Provision of an application for full site plan review.

In answer to a question from Chockley, Haley said two proposed cell phone sites shown on maps provided by AT&T have been moved back to at least 2016. Cousino asked if users of non-AT&T services will benefit from this tower. Haley said most providers do not provide roaming service, so until another co-locates an antenna on this tower it will benefit only AT&T subscribers.

▶ **Motion:** Stanalajczo moved, Roman supported, that the request in Case JPC#140004 by Timothy and Anita Phillip for a Conditional Use Permit to allow a Commercial Communications Apparatus (Cellular Telephone Tower) at 6741 Sutton Road for AT&T Mobility, Parcel 02-22-400-001, be approved with the elimination of landscaping requirements and with these conditions:

- Provision of an environmental impact statement,
- Provision of an affidavit stating other carriers will be allowed to co-locate on this tower, and
- Provision of an application for full site plan review.

Motion carried 5—0 on a roll call vote.

9. OLD BUSINESS

9A. New Article 53.0 Whitmore Lake North Territorial (aka Mixed Use South) Overlay District.

▶ **Motion:** Roman moved, Chick supported, that the adoption of new Article 53.0 Whitmore Lake North Territorial (aka Mixed Use South) Overlay District be recommended for approval to the Northfield Township Board.

In answer to a question from Stanalajczo, Lewan said outdoor seating for any restaurant would require approval of a conditional use permit.

Motion carried 5—0 on a roll call vote.

9B. Article 34.0 Residential Office.

▶ **Motion:** Roman moved, Stanalajczo supported, that the adoption of Article 34.0 Residential Office be recommended for approval to the Northfield Township Board.
Motion carried 5—0 on a roll call vote.

9C. Article 40.0 Limited Industrial.

▶ **Motion:** Roman moved, Stanalajczo supported, that the adoption of Article 40.0 Limited Industrial be recommended for approval to the Northfield Township Board.
Motion carried 5—0 on a roll call vote.

9D. Article 41.0 General Industrial.

▶ **Motion:** Roman moved, Stanalajczo supported, that the adoption of Article 41.0 General Industrial be recommended for approval to the Northfield Township Board.
Motion carried 5—0 on a roll call vote.

9E. Article 42.0 Enterprise Services.

▶ **Motion:** Roman moved, Cousino supported, that the adoption of **Article 42.0 Enterprise Services** be recommended for approval to the Northfield Township Board.
Motion carried 5—0 on a roll call vote.

10. NEW BUSINESS continued

10B. Northfield Preserve. Request by David F. Sherman on behalf of Northfield Hills, LLC, to extend the site plan approval for the Northfield Preserve site condominium which is set to expire December 16, 2014.

Lewan explained that four extensions have been granted for this proposal since preliminary approval in 2008. He said he has no objection to a further extension, but noted that the site plan review process changed in 2011, and a variance granted for the proposal expired six months after it was granted. He recommended that the applicant provide a brief presentation since only one present Commissioner was involved at the time of original approval.

In answer to a question from Chick, Fink said while the applicant originally planned to develop the site he is now marketing it for sale. He said he also has no objection to an extension, but cautioned in general that long-term extensions be reviewed to insure that Township plans have not diverged significantly from the approved proposal.

10C. Zoning Ordinance. The re-codification of the entire Northfield Township Zoning Ordinance.

▶ **Motion:** Roman moved, Chick supported, that the re-codification of the entire Northfield Township Zoning Ordinance be recommended for approval to the Northfield Township Board. **Motion carried 5—0 on a roll call vote.**

11. MINUTES

October 15, 2014, Regular Meeting
Chockley pointed out three minor changes.

- **Motion:** Chick moved, Chockley supported, that the minutes of the October 15, 2014, regular meeting be approved as corrected, and to dispense with the reading.
  Motion carried 5—0 on a voice vote.

12. POLICY REVIEW & DISCUSSION

Joint Meeting with Township Board. Chockley noted the Commission has been invited to meet with the Township Board on November 11th to discuss sewer services reports that were recently distributed.

13. SECOND CALL TO THE PUBLIC

Zoning Change. Wayne Dockett, 9097 Main, said the zoning of his property has changed several times since 1970 when he purchased it, and he would like to be notified in writing about what is involved in the change from the LO to ES designation.

Nowatzke Site Plan. Dale Brewer, 11548 East Shore Drive, said the meeting at which the Township Board acted on this request was not properly called, and while the Board may address that as a housekeeping matter, but until minutes are approved only a recommendation for approval exists. Stanalajczo said State law includes a provision stating that minutes are considered approved if not acted up within five days of the next meeting.

Northfield Preserve. Dale Brewer, 11548 East Shore Drive, said he has always been under the impression that even though the Township's site plan approval process has changed since the preliminary site plan was approved, the proposal would proceed under the zoning regulations in place at that time.

14. COMMENTS FROM THE COMMISSIONERS

Stanalajczo read a lengthy statement commending Fink for his work as Township Manager and said recent criticism from citizens about his work on the Biltmore request for an amendment to the master plan are unfounded. He said Fink has been doing exactly what the Township Board wants him to be doing.

Chockley commended all of the Township's professional staff and the Commissioners, and urged everyone to work together cooperatively.

15. ANNOUNCEMENT OF NEXT MEETING

A November 11th joint meeting with the Township Board and the regular Commission meeting of November 19, 2014, both at 7:00 P.M. at the Public Safety Building were announced as the next Commission meeting times and location.

16. ADJOURNMENT

- **Motion:** Roman moved, Chick supported, that the meeting be adjourned.
  Motion carried 5—0 on a voice vote.

The meeting was adjourned at 9:04 P.M.

Prepared by Lisa Lemble.
Corrections to the originally issued minutes are indicated as follows:
Wording removed is ~~stricken through~~;
Wording added is underlined.

Adopted on _____, 2014.

Marlene Chockley, Chair

Kenneth Dignan, Secretary

Official minutes of all meetings are available on the Township's website at
http://www.twp-northfield.org/government/

AGREEMENT TO REMOVE WIRELESS COMMUNICATION FACILITIES

Pursuant to the Northfield Township Zoning Ordinance, this AGREEMENT TO REMOVE WIRELESS COMMUNICATION FACILITIES ("**Agreement**"), dated as of the latter of the signature dates below (the "**Effective Date**"), is entered into by the Township of Northfield, a Michigan municipal corporation, having a mailing address of 8350 Main Street, Whitmore Lake, Michigan 48189 ("**Township**"), and Timothy Philipp and Anita Philipp, a husband and wife , having a mailing address of 6741 Sutton Road, Whitmore Lake, Michigan 48189 ("**Owner**") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 575 Morosgo Dr. NE, Suite 13-F West Tower, Atlanta, GA 30324 ("**AT&T Mobility**").

Owner and AT&T Mobility agree to the following terms and conditions for removal of the wireless communications facility located on the real property attached as Exhibit A ("the Premises") located in the Township.

1. AT&T Mobility and Owner agree to remove the wireless communication facility when the facility has not been operated for a continuous period of one hundred and eighty (180) days. The removal of the antennas or other equipment from the facility, or the cessation of transmission and/or reception of signals, shall be considered the beginning of the period on non-use. The above situations may be applied to limited portions of the facility.

2. Upon the requirement for removal based on the above conditions, AT&T Mobility or Owner shall immediately apply or secure the application for any required demolition or removal permits and immediately proceed with and complete the demolition/removal, restoring the Premises to an acceptable condition as reasonable determined by the Township's zoning administrator or his or her designee.

3. If the required removal of a facility or a portion thereof has not been lawfully completed within sixty (60) days of the applicable deadline, and after at least thirty (30) days written notice to AT&T Mobility and Owner and an application for reuse of the facility has not been submitted to the Township within the one hundred eighty (180) days, the Township may remove or secure the removal of

IN WITNESS WHEREOF, the parties have caused this Agreement to be effective as of the last date written below.

New Cingular Wireless PCS, LLC
By: AT&T Mobility Corporation,
its Manager

By: _____
Name: _____
Its: _____
Date: _____

OWNER

_____
Timothy Philipp, individual
Date: _____

_____
Anita Philipp, individual
Date: _____

Northfield Township

_____
Supervisor
Date: _____

_____
Clerk
Date: _____

[acknowledgments on following page]

TOWNSHIP ACKNOWLEDGMENT

STATE OF MICHIGAN)
) ss:
COUNTY OF LIVINGSTON)

I CERTIFY that on _____ _____, 2014, _____, personally came before me and acknowledged under oath that he is the Supervisor of Northfield Township and is authorized to execute this instrument.

_____
Notary Public: _____
My Commission Expires: _____

STATE OF MICHIGAN)
) ss:
COUNTY OF LIVINGSTON)

I CERTIFY that on _____ _____, 2014, _____, personally came before me and acknowledged under oath that she is the Clerk of Northfield Township and is authorized to execute this instrument.

_____
Notary Public: _____
My Commission Expires: _____

Prepared by and return to:

Haley Law Firm, PLC
T.J. Garrett
10059 Bergin Road
Howell, Michigan 48843

URS

December 1, 2014

Michael Sivore
Goodman Networks
820 Kirts Blvd., Suite 400-1
Troy, Michigan 48084-4836

Re: National Environmental Policy Act Summary Report and Checklist
Goodman Networks
MI1727 – Phillip - Candidate A
6741 Sutton Road, Whitmore Lake, Washtenaw County, Michigan

Dear Mr. Sivore:

URS Corporation (URS) has completed an environmental screening of the Federal Communications Commission (FCC) special interest items as outlined in Title 47 of the Code of Federal Regulations (47 CFR) Section 1.1307 (a) (1) through (8), for the proposed AT&T Project site designated as MI1727 located at 6741 Sutton Road, Whitmore Lake, Washtenaw County, Michigan (the "subject site"). This National Environmental Policy Act (NEPA) Evaluation Report and Checklist was completed in accordance with the NEPA and FCC requirements, as modified by the Scope of Work dated October 27, 2008 provided by Goodman Networks and the Master Services Agreement (dated April 13, 2012) between URS Corporation and Goodman Networks. The NEPA Checklist is included in **Appendix A.**

SITE DESCRIPTION

The subject property is located at 6741 Sutton Road in Whitmore Lake, Washtenaw County, Michigan (42° 22' 51.01" north latitude and 83° 42' 22.59" west longitude). The subject property is currently part of a field on the parent property. The residence and other structures on the parent property are present to the south of the proposed tower location. The proposed activity is the construction of a new monopole cellular telecommunications tower (170 feet in height) and compound. A drive from Sutton Road is proposed to provide access to the proposed tower and compound. Land use in the subject area is primarily rural residential and agricultural.

The site location is shown on the Michigan Quadrangle Map, 7.5 Minute Series Topographic Map (USGS Quadrangle Map). Based on the USGS Quadrangle Map, the site is located approximately 748 feet above mean sea level with a relatively flat to slightly rolling topography in the immediate vicinity of the subject property. The general topographic gradient is to the west-southwest. Maps of the subject site and area are included in **Appendix B.**

FCC SPECIAL INTEREST ITEMS

In accordance with 47 CFR Section 1.1307 (a)(1) through (8), an evaluation was made to determine whether any of the listed FCC special interest items would be significantly affected if a tower structure and/or antenna and associated equipment control cabinets were constructed at the proposed site location. In the event that the site affects one of the items, the FCC requires

that an Environmental Assessment (EA) be prepared regarding that particular item. URS conducted this research by consulting with appropriate state and federal agency personnel and reviewing readily available published lists, files, and maps.

#1 - Wilderness Areas

In addressing the issue of officially designated wilderness areas, URS reviewed the USGS Quadrangle topographic map; reviewed information from searches of federal and state government databases (national wilderness areas; national wildlife preserves, sanctuaries, and refuges; national wildlife and scenic rivers; and national and state parks and forests) provided by Environmental Data Resources, Inc. (EDR); and performed online searches of the National Park Service, United States Department of the Interior, Bureau of Land Management, United States Fish and Wildlife Service, United States Department of Agriculture Forest Service, and the State databases. According to the information reviewed, the site is not located in a designated wilderness area. Copies of select information obtained from the above searches are included in **Appendix C**.

#2 - Wildlife Preserves/National Wildlife Refuges

There are seven designated National Wildlife Refuges (NWRs) and one Wetland Management District in the State of Michigan totaling 118,000 acres, and consisting of:

Detroit River International Wildlife Refuge
Harbor Island National Wildlife Refuge
Huron National Wildlife Refuge
Kirtland's Warbler National Wildlife Refuge
Michigan Islands National Wildlife Refuge
Seney National Wildlife Refuge
Shiawassee National Wildlife Refuge

The site is located in Whitmore Lake, Washtenaw County, Michigan. The nearest NWR's to the site appear to be the Detroit River International Wildlife Refuge, which is located east of the site. Therefore, the site is not located within or adjacent to an officially designated wildlife preserve.

Officially designated wildlife preserves are also delineated on USGS 7.5-minute series topographic quadrangle maps. Therefore, URS reviewed the USGS Quadrangle Map and determined that the site is not located within a designated wildlife preserve.

In October 1999, the Cellular Telecommunications Industry Association, Personal Communications Industry Association, Appalachian Trail Conference, American Hiking Society, and representative Managing and Supporting Trails Organizations (MSTOs) for the National Scenic Trails signed a resolution for the *Siting of Wireless Telecommunications Facilities Near National Scenic Trails*. This resolution states that if a wireless telecommunications or site management company plans a new or significantly expanded facility within one mile of a National Scenic Trail, it will notify the non-profit group that supports the trail. In order to determine if the site is located within one mile of a National Scenic or Historic Trail, URS reviewed available information from the NPS. According to the information obtained from the NPS and the information reviewed for the National Historic Trails, the site is not located within one mile of a National Scenic or Historic Trail.

#3 - Listed or Proposed Threatened/Endangered Species or Designated Critical Habitats

Section 7 of the Endangered Species Act of 1973 (16 U.S.C. §§ 1536a2) directs Federal agencies to utilize their authorities in furtherance of the purposes of the Act by carrying out programs for the conservation of species listed species or designated critical habitats. In addition, Section 7 of the Act sets out the consultation process, which is further implemented by regulation (50 CFR §402). In order to determine if the site is located in an area documented to have occurrences of listed and/or proposed threatened or endangered species, URS reviewed County species lists and other online information available for the subject area.

To determine if the proposed tower site is located in an area documented to have occurrences of listed and/or proposed threatened or endangered species, URS conducted a Section 7 consultation on the USFWS Section 7 consultation website in accordance with the January 12, 2007 and January 17, 2007 letters received from the United States Department of the Interior, Fish and Wildlife Service (USFWS). URS Corporation (URS) visited the USFWS technical assistance website on November 10, 2014 to determine if any federally-listed threatened and endangered species will be impacted by the proposed project. According to the County distribution list of Michigan's Federally Threatened, Endangered, Proposed and Candidate Species, four (4) endangered species (Indiana Bat, Snuffbox, Mitchell's Satyr Butterfly, and Poweshiek Skipperling), one (1) proposed Endangered Species (Northern Long-Eared Bat), one (1) Candidate Species (Eastern Mississauga), and one (1) threatened species (Eastern Prairie Fringed Orchid) are listed for Washtenaw County. Information on these species is attached. The preferred habitat for these species is not present at the subject property location. Based on the above, URS concludes that the proposed project will have "no effect" on these species.

URS also reviewed information from searches of federal and state government databases provided by Environmental Data Resources, Inc., and performed an on-line search of the most current species lists, database files, survey and maps maintained by the state and federal agencies to identify listed or proposed threatened or endangered species or critical habitats occurring in the project area. Twenty-one listed species are identified in the State of Michigan. None of these listed species were identified in the project area. The Eastern Prairie Fringed Orchid is also listed in Washtenaw County, Michigan in the EPA Endangered Species Protection Program database. No sites of this species, however, are mapped within one mile of the project location.

Copies of select information obtained from the above searches, and our online USFWS consultation are included in **Appendix C.**

Based on the database search information obtained and the response received from the USFWS, further evaluation of biological resources is not warranted.

#4 - Historic Places

Section 106 of the National Historic Preservation Act of 1966 (NHPA, 16 U.S.C. §§ 470 *et seq.*) and it's implementing regulations, "Protection of Historic Properties" (36 CFR Part 800), require federal agencies to take into account the effects of their undertakings on historic properties. Therefore, in order to determine if the site is, or is located in an area considered to be historically and/or archaeologically significant, URS consulted with the State Historic Preservation Office (SHPO).

URS received a response from the SHPO dated December 1, 2014. According to Mr. Brian Grennell on behalf of Brian Conway, State Historic Preservation Officer, the SHPO concurred with URS' recommendations and determined that no historic properties are affected within the area of potential effects of this undertaking. A copy of our request for project review, and a copy of the concurrence letter received from the SHPO are included in **Appendix D.**

URS also reviewed information from searches of federal and state government databases (National Register of Historic Places, National Historic Landmarks, and Michigan Historic Sites) provided by Environmental Data Resources, Inc., and performed an online search of the State historic sites databases to identify historic properties in the project area. No historic properties were identified in the National Register of Historic Places database within one mile of the subject property (see EDR's NEPACheck Report in **Appendix A**). Copies of select information obtained from the above searches are also included in **Appendix D.**

Based on the referenced information, further evaluation of historic places is not warranted.

#5 - Indian Cultural and Religious Sites

Section 106 of the NHPA and its implementing regulations, "Protection of Historic Properties" (36 CFR Part 800), require consultation with Native American tribal groups regarding proposed projects and potential impacts to Native American religious sites.

In order to determine which Native American tribal groups may potentially have areas of cultural interest within this area of Michigan, URS reviewed information available from the United States Department of the Interior, Bureau of Indian Affairs; the National NAGPRA (Native American Graves Protection and Repatriation Act), National Historic Preservation Act, and Native American Consultation databases; and the United States Environmental Protection Agency. These sources provided information on federally-recognized Indian tribes and Indian reservations in the project area.

URS also uploaded information on the proposed project into the FCC's Tower Construction Notification System (TCNS) on **September 25, 2014**, and was assigned a **TCNS ID #118083.** URS subsequently received an email from TCNS listing all of Tribes who were contacted regarding the proposed project based on their designated geographic preferences. Second written requests were submitted on **October 25, 2014** to the Tribes identified by TCNS based on their geographic preferences. Several Tribes including the Keweenaw Bay Indian Community, Red Lake Band of Chippewa Indians of Minnesota, the Lac Vieux Desert Band of Lake Superior Chippewa Indians, the Seneca-Cayuga Tribe of Oklahoma, the Eastern Shawnee Tribe of Oklahoma, the Miami Tribe of Oklahoma, Ottawa Tribe of Oklahoma, the Wyandotte Nation, the Shawnee Tribe, the Chippewa Cree Tribe, and Turtle Mountain Band of Chippewa requested consultation fees of $500.00, $300.00, $300.00, $350.00, $550.00, $400.00, $400.00, $600.00, $400.00, $400.00, and $300.00, respectively, for any further consultation regarding the proposed project. Checks were submitted to these tribes on October 28, 2014.

The proposed project was referred to the FCC on **November 11, 2014,** and URS received approval to proceed on **December 3, 2014** if a statement of interest was not received from any Tribe who had yet not responded to our request for project review.

No areas of Native American significance were identified in the project area, and none of the tribes contacted by the FCC or URS who responded to our request for project review have

indicated a concern with the proposed project. Copies of Tribal information and supporting documentation are included in **Appendix E.**

Based on the findings of this review, the proposed activities can proceed and further evaluation of Native American cultural resources is not warranted at this time.

#6 - Flood Plains (Executive Order 11988)

URS reviewed the Federal Emergency Management Agency (FEMA) Map Viewer online tool (https://hazards.fema.gov/wps/portal/mapviewer/) to obtain flood zone information for the site. According to FEMA, data is derived from existing Flood Insurance Rate Maps (FIRMs) and an ongoing project to update all FIRMs to a digital format (DFIRMs). According to the FEMA digital data reviewed by URS, the subject property is not located within the 100-year floodplain. The construction drawings and other information provided by Goodman Networks also indicate that the subject property is not located within the 100-year floodplain. In addition, there are no surface water bodies in the immediate vicinity of the subject property. Based on the above, the development of the site is not anticipated to effect areas of the 100-year flood zone. Copies of the online flood maps are included in **Appendix F.**

#7 - Surface Features and Wetlands

Under the Clean Water Act (40 CFR § 230.3), wetlands are defined as "those areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs and similar areas." Potential wetlands under the jurisdiction of the United States Army Corps of Engineers (ACOE) include waterways, lakes, streams, and natural springs.

As shown on the USGS Quadrangle Topographic Map, the site is not located adjacent to any surface water bodies. In addition, no wetlands are indicated at the subject property location on the USGS Quadrangle Topographic Map. During the completion of the site visit performed by URS, there was no evidence of potential wetlands or hydrophytic vegetation at the site. Soils in the subject area consist of loams of the Brookston Component. These fine-grained silts and clays are very poorly drained and meet the requirements of a hydric soil (United States Department of Agriculture Soil Conservation Service).

URS reviewed the USFWS *National Wetlands Inventory* map available online at the National Wetlands Inventory website (http://www.fws.gov/wetlands/Data/mapper.html). No wetlands were identified at or immediately adjacent to the site in the USFWS *National Wetlands Inventory* maps. A map provided by Environmental Data Resources, Inc., showing the site location and surrounding areas including identified wetlands was also reviewed. No wetlands were identified on the subject property in the EDR database report map. Wetlands, however, are identified in the vicinity of the subject property. Copies of online wetland maps are included in **Appendix G.**

Based on the referenced information, surface features are not anticipated to represent an environmental concern for the development of the site.

#8 - High Intensity White Lights

According to Goodman Networks, high intensity white lights will not be used for the site development. The FCC also requires that certain communications services and devices

perform an environmental evaluation to assess compliance with radio frequency (RF) radiation exposure limits. Once the proposed telecommunication tower and associated antennae are constructed, the monitoring of RF exposure radiation limits will be the responsibility of the carrier.

CONCLUSIONS/RECOMMENDATIONS

Based on the review of readily available published lists, files, and maps regarding FCC issues, the proposed Goodman Networks, Site MI1727 located at 6741 Sutton Road in Whitmore Lake, Washtenaw County, Michigan will not affect the FCC special interest items outlined in 47 CFR 1.1307 (a) (1) through (8). Thus, the preparation of an EA is not warranted.

The findings of this National Environmental Policy Act (NEPA) Evaluation Report and Checklist are based on the project location, project type, and construction information provided to URS by Goodman Networks. Should the project location, project type, and/or construction diagrams be altered, re-submittal of the Section 7 and Section 106 Consultation packages will be required.

If there are any questions regarding the information presented in this report, please contact the undersigned URS' Southfield Office at (248) 204-4142.

Sincerely,
URS Corporation

A. Linette McMonagle

Ms. A. Linette McMonagle, CPG, CP
Vice President
Environmental Business Line Leader

HALEY LAW FIRM, PLC

September 29, 2014

VIA Hand Delivery

Mary Kendall
Planning and Zoning Department
Northfield Township
8350 Main St., Ste. A
Whitmore Lake, MI 48189

RE: Zoning Compliance Review
Site Name: Tim and Anita Philipp - Rawland
AT&T Site No.: MI1727 / Site Address: 6741 Sutton Road

Dear Ms. Kendall,

Enclosed please find the following in regard to above mentioned site:

- One (1) Application for Zoning Compliance Review;
- A letter from Attorney Wallace Haley in regards to the application fees;
- One (1) check in the amount of $1,000.00 to cover application fees;
- Fifteen (15) copies of the Project Zoning Summary;
- Fifteen (15) sets of drawings;

Please process the application and if you have any further questions or concerns, please feel free to contact me at the number provided below.

Sincerely,

T.J. Garrett
Haley Law Firm, PLC

10059 Bergin Road
Howell, Michigan 48843
Office: 517-518-8623
Cell: 810-772-1275
Fax: 517-518-8639

NORTHFIELD TOWNSHIP
ZONING COMPLIANCE APPLICATION/CERTIFICATE

- Certificate required prior to new construction or alterations of existing structures. Certificates also required prior to occupancy.
- Application must be accompanied by 2 copies of scaled site plan meeting information requirements of Zoning Administrator.
- Applications for zoning compliance certificates shall be deemed abandoned six (6) months after the date of filing unless diligently pursued or a building permit or certificate of occupancy is issued.
- Any certificate shall become invalid if the authorized work is suspended or abandoned for a period of six (6) months after commencement of work.

Parcel Identification Number: B-02- 2 2 - 4 0 0 - 0 0 1

Site Address: 6741 Sutton Road

Lot #: N/A **Subdivision:** N/A **Property Size:** 40 acres

Property Owner: Tim and Anita Philipp (Full Name) | 6741 Sutton Road (Address) | Whitmore Lake, MI 48189 (City/State) | (734) 662-7614 (Phone)

Lessee/ Applicant: AT&T Mobility c/o Haley Law Firm, PLC (Full Name) | 10059 Bergin Road (Address) | Howell, MI 48843 (City/State) | (810) 772-1275 (Phone)

If application is made by other than the owner in fee, it shall be accompanied by a duly verified affidavit of the owner or agent thereof that the application and the proposed work or operation is authorized by the owner in fee. If the owner or lessee is a corporate body, the full name and address of the responsible officers shall also be provided. Owner executed and notorized Option and ~~Lease Agreement attached~~

Zoning (Circle Classification or list other): RC (AR) LR SR1 SR2 MR VC LC GC ES HC GI LI **Other:** _____

Type of Construction/Alteration: Rawland site for a wireless telecommunications facility

Use of Site/Structure: Wireless Telecommunications Facility **# Units:** _____

Sewer Available? Yes, Northfield Twp. Sewer Tap Permit # N/A No, WCHD Sewage Permit # N/A

Project Start Date: 2015 **Projected Completion Date:** To be determined

PC/ZBA Case #: _____ **Action:** _____ **Date:** _____

In case of any false statement or misrepresentation of fact in the application or on the plans on which the certificate is based, any zoning compliance certificate issued thereto shall be deemed null and void.

I hereby acknowledge the above facts, and those on the attached site sketch and prints to be true to the best of my knowledge and state that said construction and/or occupancy of the structure and/or site shall occur in accordance with this certificate. Further, I agree to give permission for officials of the municipality, county and the State of Michigan to enter the property for purposes of inspection.

T.J. Garrett — 9/29/14

Authorized Signature — Date

- Office Use Only -

I hereby certify that I have reviewed the plans for the purpose of zoning compliance only and not for construction.
Existing legal non-conformities: N/Y, _____

Zoning Compliance Certificate: Approved Approved as noted Denied
Comments/Reasons for denial: _____

Zoning Administrator — Date

P. O. Box 576 • 8350 Main Street, Whitmore Lake, MI 48189-0576

Telephone: (734) 449-5000 • Fax: (734) 449-0123 • Web Site: www.twp.northfield.mi.us

Market: MI/ IN
Cell Site Number: MI1727
Cell Site Name: Philipps RL
Fixed Asset Number: 12908163

OPTION AND LEASE AGREEMENT

THIS OPTION AND LEASE AGREEMENT ("**Agreement**"), dated as of the latter of the signature dates below (the "**Effective Date**"), is entered into by Timothy Philipp and Anita Philipp, husband and wife, having a mailing address of 6741 Sutton Road, Whitmore Lake, Michigan, 48189 ("**Landlord**") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 575 Morosgo Drive NE, Suite 13-F West Tower, Atlanta, GA 30324 ("**Tenant**").

BACKGROUND

Landlord owns or controls that certain plot, parcel or tract of land, as described on **Exhibit 1**, together with all rights and privileges arising in connection therewith, located at 6741 Sutton Road, Whitmore Lake, Michigan 48189, in the Township of Northfield, County of Washtenaw and State of Michigan (collectively, the "**Property**"). Tenant desires to use a portion of the Property in connection with its federally licensed communications business. Landlord desires to grant to Tenant the right to use a portion of the Property in accordance with this Agreement.

The parties agree as follows:

1. **OPTION TO LEASE.**

(a) Landlord grants to Tenant an option (the "**Option**") to lease a certain portion of the Property containing approximately 10,000 (100' x 100') square feet including the air space above such ground space, as described on attached **Exhibit 1** (the "**Premises**"), for the placement of Tenant's Communication Facility.

(b) During the Option Term, and during the term of this Agreement, Tenant and its agents, engineers, surveyors and other representatives will have the right to enter upon the Property to inspect, examine, conduct soil borings, drainage testing, material sampling, radio frequency testing and other geological or engineering tests or studies of the Property (collectively, the "**Tests**"), to apply for and obtain licenses, permits, approvals, or other relief required of or deemed necessary or appropriate at Tenant's sole discretion for its use of the Premises and include, without limitation, applications for zoning variances, zoning ordinances, amendments, special use permits, and construction permits (collectively, the "**Government Approvals**"), initiate the ordering and/or scheduling of necessary utilities, and otherwise to do those things on or off the Property that, in the opinion of Tenant, are necessary in Tenant's sole discretion to determine the physical condition of the Property, the environmental history of the Property, Landlord's title to the Property and the feasibility or suitability of the Property for Tenant's Permitted Use, all at Tenant's expense. Tenant will not be liable to Landlord or any third party on account of any pre-existing defect or condition on or with respect to the Property, whether or not such defect or condition is disclosed by Tenant's inspection. Tenant will restore the Property to its condition as it existed at the commencement of the Option Term, reasonable wear and tear and loss by casualty or other causes beyond Tenant's control excepted.

(c) In consideration of Landlord granting Tenant the Option, Tenant agrees to pay Landlord the sum of [redacted] within thirty (30) business days of the Effective Date. The Option will be for an initial term of one (1) year commencing on the Effective Date (the "**Initial Option Term**") and may be renewed by Tenant for an additional one (1) year (the "**Renewal Option Term**") upon written notification to Landlord and the payment of an additional [redacted] no later than five (5) days prior to the expiration date of the Initial Option

Term. The Initial Option Term and any Renewal Option Term are collectively referred to as the "**Option Term.**"

(d) The Option may be sold, assigned or transferred at any time by Tenant to an Affiliate (as that term is hereinafter defined) of Tenant or to any third party agreeing to be subject to the terms hereof. Otherwise, the Option may not be sold, assigned or transferred without the written consent of Landlord, such consent not to be unreasonably withheld, conditioned or delayed. From and after the date the Option has been sold, assigned or transferred by Tenant to an Affiliate or a third party agreeing to be subject to the terms hereof, Tenant shall immediately be released from any and all liability under this Agreement, including the payment of any rental or other sums due, without any further action.

(e) During the Option Term, Tenant may exercise the Option by notifying Landlord in writing. If Tenant exercises the Option then Landlord leases the Premises to Tenant subject to the terms and conditions of this Agreement. If Tenant does not exercise the Option during the Initial Option Term or any extension thereof, this Agreement will terminate and the parties will have no further liability to each other.

(f) If during the Option Term, or during the term of this Agreement the Option is exercised, Landlord decides to subdivide, sell, or change the status of the zoning of the Premises, Property or any of Landlord's contiguous, adjoining or surrounding property (the "**Surrounding Property,**") or in the event of foreclosure, Landlord shall immediately notify Tenant in writing. Landlord agrees that during the Option Term, or during the Term of this Agreement if the Option is exercised, Landlord shall not initiate or consent to any change in the zoning of the Premises, Property or Surrounding Property or impose or consent to any other use or restriction that would prevent or limit Tenant from using the Premises for the Permitted Use. Any and all terms and conditions of this Agreement that by their sense and context are intended to be applicable during the Option Term shall be so applicable.

2. **PERMITTED USE.** Tenant may use the Premises for the transmission and reception of communications signals and the installation, construction, maintenance, operation, repair, replacement and upgrade of its communications fixtures and related equipment, cables, accessories and improvements, which may include a suitable support structure, associated antennas, equipment shelters or cabinets and fencing and any other items necessary to the successful and secure use of the Premises (collectively, the "**Communication Facility**"), as well as the right to test, survey and review title on the Property; Tenant further has the right but not the obligation to add, modify and/or replace equipment in order to be in compliance with any current or future federal, state or local mandated application, including, but not limited to, emergency 911 communication services, at no additional cost to Tenant or Landlord (collectively, the "**Permitted Use**"). Landlord and Tenant agree that any portion of the Communication Facility that may be conceptually described on **Exhibit 1** will not be deemed to limit Tenant's Permitted Use. If **Exhibit 1** includes drawings of the initial installation of the Communication Facility, Landlord's execution of this Agreement will signify Landlord's approval of **Exhibit 1**. For a period of ninety (90) days following the start of construction, Landlord grants Tenant, its subtenants, licensees and sublicensees, the right to use such portions of Landlord's contiguous, adjoining or Surrounding Property as described on **Exhibit 1** as may reasonably be required during construction and installation of the Communication Facility. Tenant has the right to install and operate transmission cables from the equipment shelter or cabinet to the antennas, electric lines from the main feed to the equipment shelter or cabinet and communication lines from the Property's main entry point to the equipment shelter or cabinet, and to make other improvements, alterations, upgrades or additions appropriate for Tenant's Permitted Use, including the right to construct a fence around the Premises and undertake any other appropriate means to secure the Premises at Tenant's expense. Tenant has the right to modify, supplement, replace, upgrade, expand the equipment, increase the number of antennas or relocate the Communication Facility within the Premises at any time during the term of this Agreement. Tenant will be allowed to make such alterations to the Property in order to ensure that Tenant's Communication Facility complies with all applicable federal, state or local laws, rules or regulations. In the event Tenant desires to modify or upgrade the Communication Facility, in a manner that requires an additional portion of the Property (the "**Additional Premises**") for such modification or upgrade, Landlord agrees to lease to Tenant the Additional Premises, upon the same terms and conditions set forth herein, except that the Rent shall increase, in conjunction with the lease of the Additional Premises by the amount equivalent to the then-current per square foot rental rate charged by Landlord to Tenant times the square footage

of the Additional Premises. Landlord agrees to take such actions and enter into and deliver to Tenant such documents as Tenant reasonably requests in order to effect and memorialize the lease of the Additional Premises to Tenant.

3. **TERM.**

(a) The initial lease term will be five (5) years (the **"Initial Term"**), commencing on the effective date of written notification by Tenant to Landlord of Tenant's exercise of the Option (the **"Term Commencement Date"**). The Initial Term will terminate on the fifth (5^{th}) anniversary of the Term Commencement Date.

(b) This Agreement will automatically renew for four (4) additional five (5) year term(s) (each five (5) year term shall be defined as an **"Extension Term"**), upon the same terms and conditions unless Tenant notifies Landlord in writing of Tenant's intention not to renew this Agreement at least sixty (60) days prior to the expiration of the Initial Term or then-existing Extension Term.

(c) Unless (i) Landlord or Tenant notifies the other in writing of its intention to terminate this Agreement at least six (6) months prior to the expiration of the final Extension Term, or (ii) the Agreement is terminated as otherwise permitted by this Agreement prior to the end of the final Extension Term, then upon the expiration of the final Extension Term, this Agreement shall continue in force upon the same covenants, terms and conditions for a further term of one (1) year, and for annual terms thereafter (**"Annual Term"**) until terminated by either party by giving to the other written notice of its intention to so terminate at least six (6) months prior to the end of any such Annual Term. Monthly rental during such Annual Terms shall be equal to the Rent paid for the last month of the final Extension Term. If Tenant remains in possession of the Premises after the termination of this Agreement, then Tenant will be deemed to be occupying the Premises on a month-to-month basis (the **"Holdover Term"**), subject to the terms and conditions of this Agreement.

(d) The Initial Term, any Extension Terms, any Annual Terms and any Holdover Term are collectively referred to as the Term (the **"Term"**).

IN WITNESS WHEREOF, the parties have caused this Agreement to be effective as of the last date written below.

"LANDLORD"

Timothy Philipp and Anita Philipp, husband and wife

By: _____
Print Name: Timothy Philipp
Date: 2-2-2014

By: Anita Philipp
Print Name: Anita Philipp
Date: 2-20-2014

"TENANT"
New Cingular Wireless PCS, LLC,
a Delaware limited liability company
By: AT&T Mobility Corporation
Its: Manager

By: _____
Print Name: Terry Lundquist
Its: Sr. Tech Project Manager
Date: 2/26/14

[ACKNOWLEDGMENTS APPEAR ON THE NEXT PAGE]

TENANT ACKNOWLEDGMENT

STATE OF Indiana)
) ss:
COUNTY OF Allen)

On the 26th day of February, 2014, before me personally appeared Terry Lundquist, and acknowledged under oath that he is the Sr. Tech Project Manager of AT&T Mobility Corporation, the Manager of New Cingular Wireless PCS, LLC, the Tenant named in the attached instrument, and as such was authorized to execute this instrument on behalf of the Tenant.

MARCIA JEAN MCCALL
Allen County
My Commission Expires
April 27, 2016

Notary Public: Marcia J. McCall
My Commission Expires: April 27, 2016

LANDLORD ACKNOWLEDGMENT

STATE OF Michigan)
) ss:
COUNTY OF ~~Washtenaw~~ Livingston)

On the 20 day of Feb, 2014 before me, personally appeared Timothy Philipp, who acknowledged under oath, that he/she is the person/officer named in the within instrument, and that he/she executed the same in his/her stated capacity as the voluntary act and deed of the Landlord for the purposes therein contained.

CHRISTOPHER D BERGEN
Notary Public - Michigan
Livingston County
My Commission Expires Sep 20, 2018
Acting in the County of Washtenaw

Notary Public: Christopher D. Bergen
My Commission Expires: 9/20/2018

LANDLORD ACKNOWLEDGMENT

STATE OF Michigan)
) ss:
COUNTY OF ~~Washtenaw~~ Livingston)

On the 20 day of Feb, 2014 before me, personally appeared Anita Philipp, who acknowledged under oath, that he/she is the person/officer named in the within instrument, and that he/she executed the same in his/her stated capacity as the voluntary act and deed of the Landlord for the purposes therein contained.

CHRISTOPHER D BERGEN
Notary Public - Michigan
Livingston County
My Commission Expires Sep 20, 2018
Acting in the County of Washtenaw

Notary Public: Christopher D. Bergen
My Commission Expires: 9/20/2018

HALEY LAW FIRM, PLC

September 29, 2014

Douglas Lewan
Planning Administrator
Northfield Township
P.O. Box 576
8350 Main Street
Whitmore Lake, Michigan 48189

RE: AT&T Mobility Site MI1727
6741 Sutton Road, Whitmore Lake, MI 48189

Dear Mr. Lewan:

AT&T Mobility is a federally licensed provider of wireless telecommunication services throughout the State of Michigan. This letter is in response to the above referenced zoning application and Northfield Township's demand for application fees in excess of $1,000.00.

Please be advised that your proposed application fee requirements are in direct violation of Michigan's Zoning Enabling Act (MZEA).

As you are aware, local units regulate land use through zoning ordinances pursuant to the MZEA, 2006 PA 110, as amended, MCL 125.3101 et seq. The MZEA sets forth specific procedures and limitations applicable to a local unit's zoning regulation of wireless communication equipment and wireless communication support structures. These procedures and limitations are found in Section 3514 of the MZEA, as added by2012 PA 143. MCL 125.3514. A copy of Section 3514 is included for your reference. That Act was amended effective May 24, 2012, pursuant to Public Act 143, to specifically address wireless zoning application fees, and now includes the following provision:

"...A fee required to accompany any application shall not exceed the local unit of government's actual, reasonable costs to review and process the application or $1,000.00, whichever is less.

10059 Bergin Road
Howell, MI 48843
517-518-8623
(fax) 517-518-8639

"MCL 125.3514(5).

This statutory prohibition is clear and unambiguous and plainly precludes a local zoning authority from requiring fees in excess of $1,000.00, regardless of actual costs. We hereby request a waiver from your excessive fee requirement.

AT&T Mobility remains committed to cooperating with local zoning authorities to provide wireless communication services throughout the State of Michigan. However, such cooperation requires compliance with the law by both parties, including compliance with the fee limitations imposed by MCL 125.3514.

After your receipt of this letter, please contact me to discuss this matter.

Respectfully submitted,

Wallace Haley

Wallace Haley

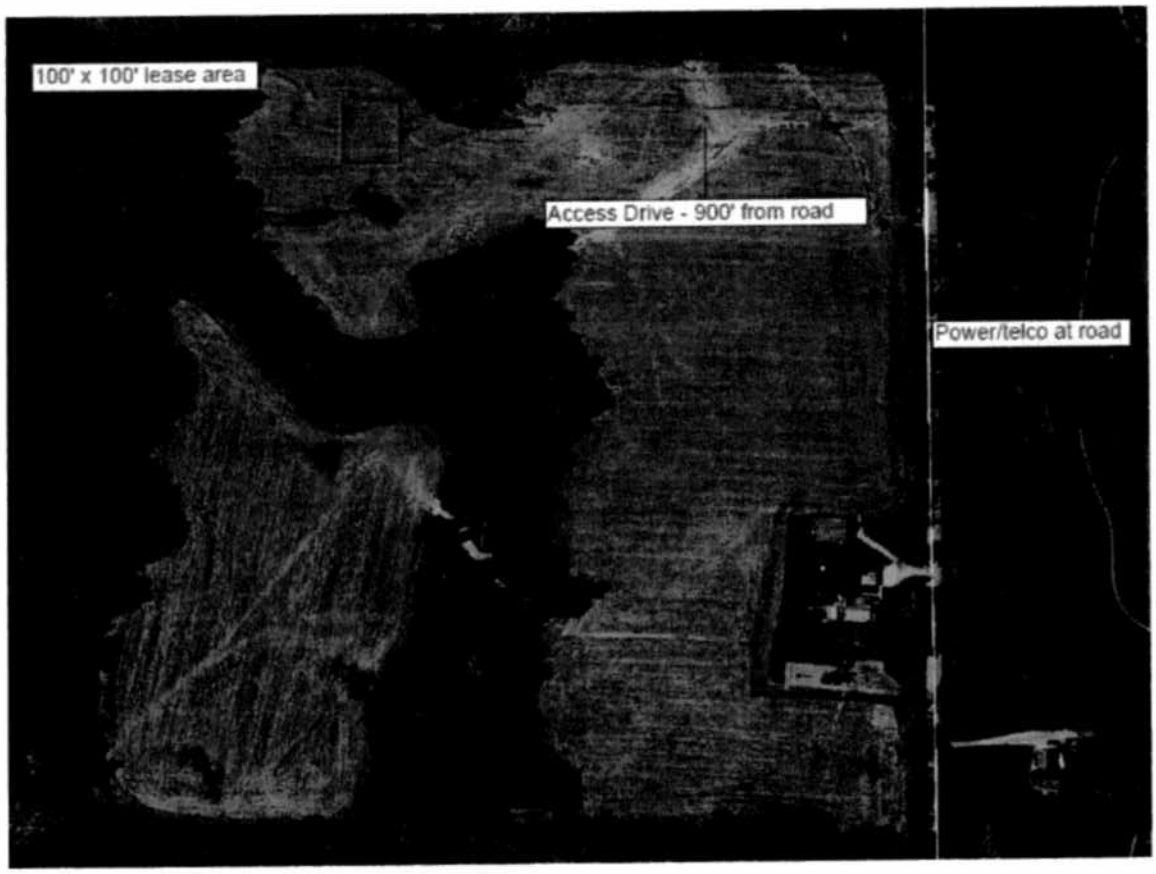
10059 Bergin Road
Howell, MI 48843
517-518-8623
(fax) 517-518-8639

AT&T MOBILITY
SPECIAL LAND USE AND SITE PLAN REVIEW
FOR WIRELESS FACILITY AT 6741 SUTTON ROAD

PROJECT SUMMARY

Parcel # B-02-22-400-001
Property Address: 6741 Sutton Road
Property Owner: Tim and Anita Philipp
Applicant: Haley Law Firm PLC, for AT&T Mobility

AT&T Mobility ("AT&T") is applying for Special Land Use Permit and Site Plan Review under Northfield Township's Wireless Communication Structures Ordinance Section 60.23. To service its customers -- the residents and visitors in the area, AT&T proposes construction of a 170 foot monopole tower on the Philipp`s property. The location of the proposed facility is shown in the aerial photo below.



1. The current wireless environment

AT&T is improving its network quality to provide the best possible coverage and service to its customers. Coverage areas and network capacity must be expanded to handle the growing number of calls and wireless data usage. This means new wireless facilities are needed to ensure reliable service.

- There are over 360 million wireless subscribers in the United States today.
- In Michigan, in 2006, the number of wireless phones exceeded the number of land lines for the first time.
- 35.8% of homeowners have removed their landline and use a cell phone as their primary phone.
- 40% of 18-34 year olds use the wireless phone as their only phone.
- Wireless users placed over 400,000 E911 calls per day in 2012.
- 70% of all 911 calls are made from mobile phones.

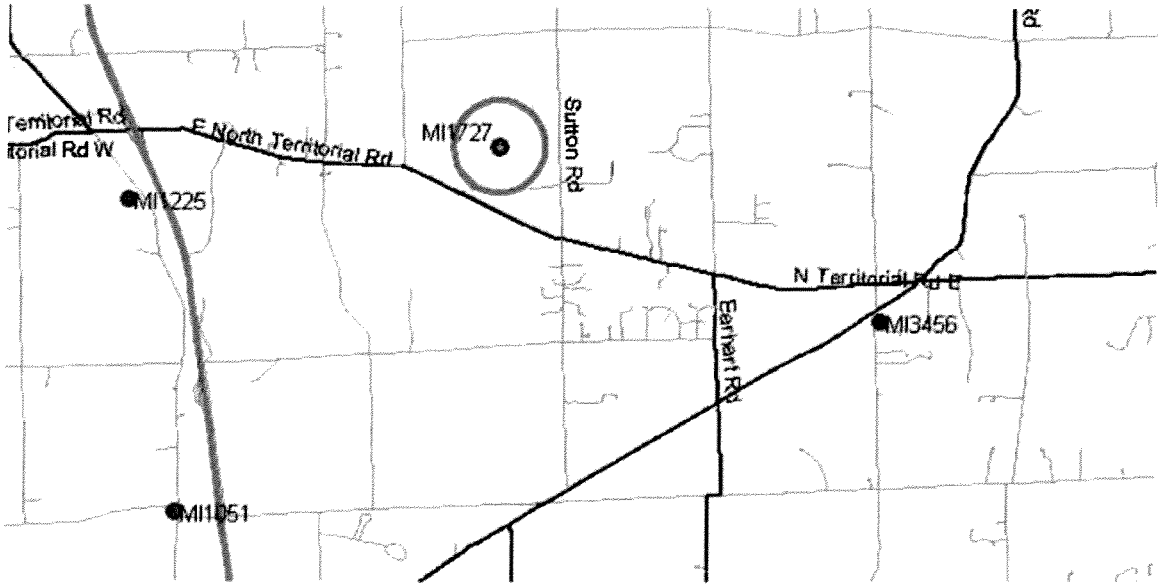
What these statistics mean is that the wireless network of just five years ago is not adequate to handle the amount of calls made today. Wireless facilities need to be located where people use their wireless phones. As customers increasingly use their wireless phones at home, AT&T must add additional capacity and coverage to its network to handle the increasing call and data volume in residential and agricultural areas.

The need for a new site is driven by customer demand for reliable service. The Radio Frequency Engineer conducts a thorough analysis of the existing network for signal strength. This includes monitoring the amount of signal traffic at the existing wireless facilities for dropped and blocked calls. When the existing network is overburdened or existing sites are too far apart, the call will drop or not connect. As discussed more fully below, ATT has determined that more antennas are necessary in this area to provide coverage in this area.

AT&T gives priority to collocating on existing facilities or tall structures, such as a water tanks, buildings, and existing wireless facilities. Using existing facilities is always the most desired option because it results in the lowest impact on surrounding neighborhoods and is much less costly. There are no collocation possibilities for this area.

2. The need for the site

The tower location requested by AT&T's radio frequency engineers (the search ring) is shown below.



The coverage objection for this site is to provide improved in car coverage and in building coverage to this area. As you can see the proposed location is right in the middle of two existing sites. Attached as Exhibit A, is an affidavit signed by John Romsek, Sr. Radio Frequency Engineer for AT&T. As illustrated on the maps contained in this package; the maps further show issues in both in-car and in-building coverage for this area. To provide this coverage it must place a new tower in the search area.

3. The Site

The proposed site is 170 foot monopole tower with a prefabricated equipment shelter located at the base of the tower within a 100 foot by 100 foot fenced leased area. The site is zoned Agricultural and is located off of Sutton Road, South of 5 Mile Road and north of East Territorial Road. AT&T proposed tower design will provide structural capacity to hold up to three (3) additional carriers, as show on the site plans provided. The site is intended to provide in building coverage and strengthen in-car and on-street coverage to this area of the township. The new site will enable the areas residents and motorists to have wireless services, including E911 emergency services. In addition; there will be fewer dropped calls and connection failures.

4. Collocation on other towers and/or structures

As discussed in the Affidavit of John Romsek, there are no other structures in the area available for collocation.

5. The Township's wireless ordinance

Attached as Exhibit B are the three pertinent sections of the Township's zoning ordinance and ATT's responses to each of those sections.

On behalf of ATT and its project manager Goodman Networks, we look forward to working with the Township and providing much needed wireless services to this area of the Township.

Sincerely,

T.J. Garrett
On Behalf of AT&T

EXHIBIT A

See attached Affidavit of AT&T Radio Frequency Engineer, John Romsek.

Propagation maps attached separately.

AFFIDAVIT
ATT MOBILITY
WIRELESS TELECOMMUNICATION FACILITY

I, John Romsek, Radio Frequency Manager of New Cingular Wireless PCS, LLC, a Delaware limited liability company, d/b/a ATT Mobility (hereinafter "ATT"), being duly sworn states the following:

1. I have the authority to speak of and commit to the actions set forth in the Affidavit on behalf of ATT.

2. ATT is seeking to construct a wireless facility at 6741 Sutton Road, Whitmore Lake, Michigan, 48189, in the Township of Northfield, Washtenaw County, Michigan.

3. ATT has sought approval from the Township to construct a communication facility consisting of a 170' support structure with a shelter housing the switching equipment placed at the base of the structure.

4. The ATT site will comply with all Federal and State standards regarding the regulation of radio frequency emissions.

5. ATT is licensed by the Federal Communications Commission to provide personal wireless service to the area. This allocation is exclusive to PCS and is not shared with television, AM/FM broadcast or mobile radio (such as those used for Police and Fire communications.) Therefore, this facility will not interfere with users of these other services.

6. The first RF propagation plot submitted shows the existing ATT coverage for the targeted area. A large portion of this area does not have in building coverage and/or in car coverage. ATT intends to provide coverage to this area by adding a new site at the location to serve this uncovered area. ATT has looked at all potential collocation candidates for this site and states there are no collocation opportunities in this area.

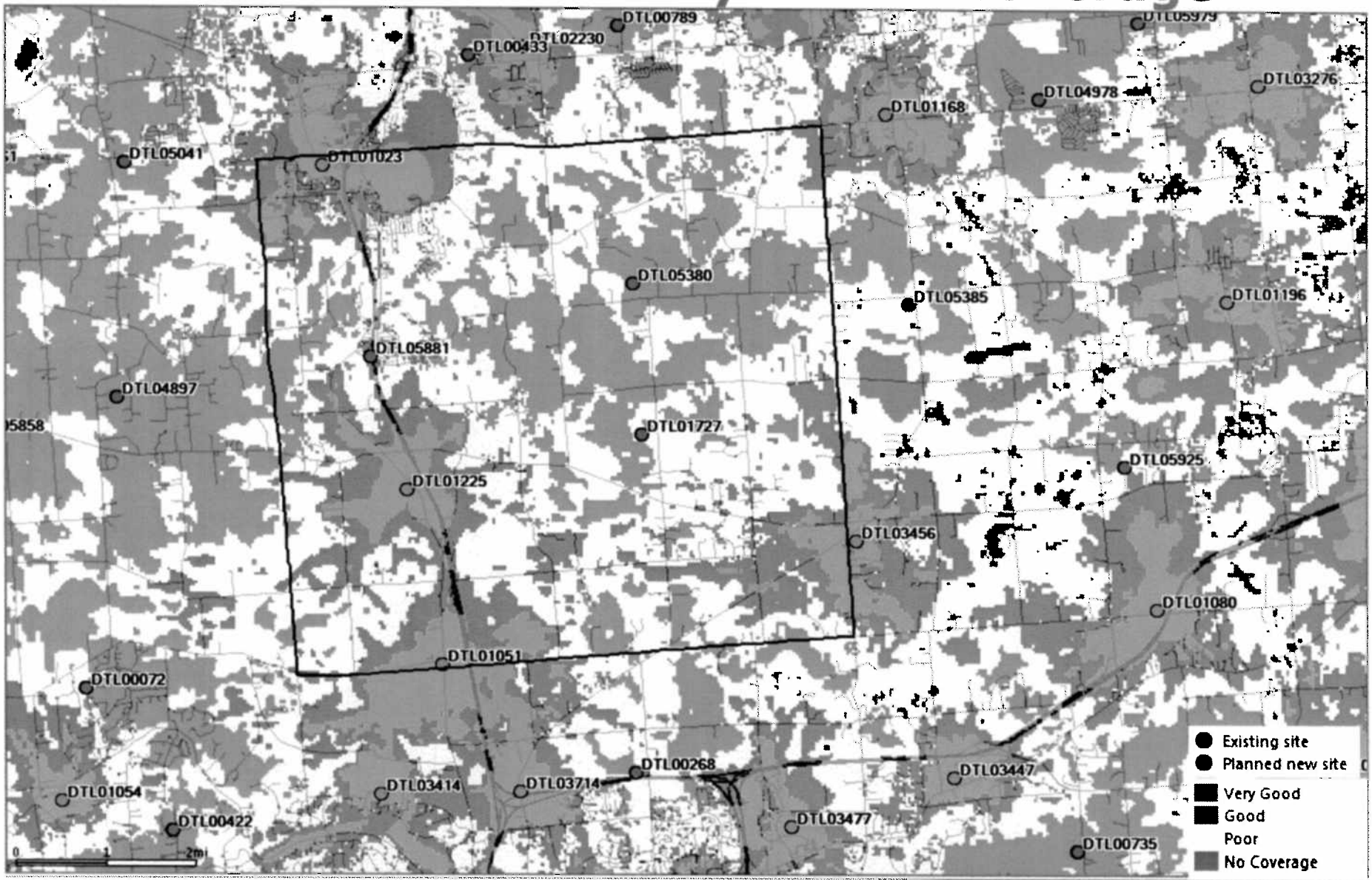
7. The second RF propagation plot submitted shows the coverage after the addition of this site. By adding this site, the coverage improves significantly in this deficient area. The addition of this site not only provides better in car coverage for significant areas along the D19 corridor, but provides in building and in car coverage to this general area.

8. The proposed centerline of the antennas for ATT facility is 170 feet. At this height and the current ground elevation, the radio frequency objectives for this site are met. Anything lower would not provide in building coverage to the township's residents living near this area. Moreover, this is an area of changing terrain and dense areas of woodlots. Lowering the tower height would not only severely hinder ATT's coverage objectives, but would create an even greater problem for other carriers attempting to collocate on this tower but at a much lower height. A lower tower height would not support the Township's goal of mandating collocation where feasible.

New Cingular Wireless PCS, LLC

By John Romsek, Sr. RF Engineer

Current AT&T Mobility Indoor coverage



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at&t

AT&T Mobility Indoor Coverage with MI1727 Active.

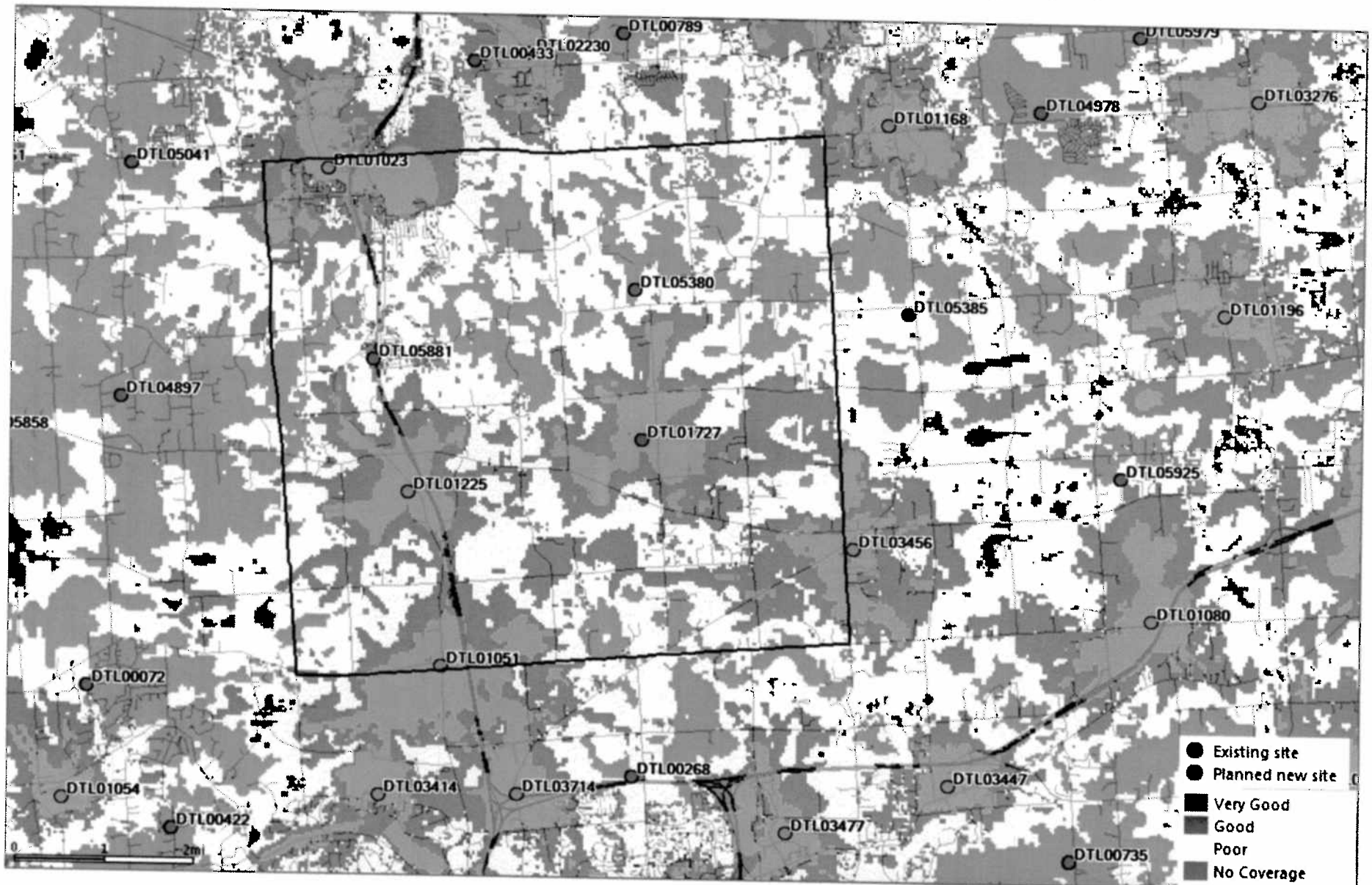

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EXHIBIT B
WIRELESS ORDINANCE

Section 60.23 – Wireless Communication Structures

A. Purpose: **No response required.**

B. Definitions – **No response required.**

C. Conditional Use Permit

a. Permit required: a wireless communication facility shall require the issuance of a Conditional Use Permit in accordance with the Provisions of Article 63, ("Conditional Use") herein. **RESPONSE: Not applicable.**

b. Information required. **RESPONSE: All documents are contained in the application.**

c. Conditions of Approval - In granting a conditional use permit, the Planning Commission may impose conditions that the Planning Commission determines are necessary to further the purposes of this Ordinance and/ or to minimize any adverse impact of the proposal on adjoining or nearby properties, in addition to the conditions of approval specified in Article 63.0 ("Conditional Uses") herein. **RESPONSE: This is understood and can be discussed during the Planning Commission meeting.**

d. Factors to Consider in Granting a Conditional Use Permit- In addition to any standards for consideration of conditional use permit applications contained in Article 63.0 ("Conditional Uses") herein, the Planning Commission shall consider all provisions of this Section including the following factors in determining whether to issue a conditional use permit, although the Planning Commission may waive or reduce one (1) or more of the following criteria if the Planning Commission determines that the goals of this Section are better served thereby:

i. Height of the proposed tower
RESPONSE: The height of the proposed tower is 170 feet with antennas extending to 175'.

ii. Proximity of the tower to residential structures and residential district boundaries.
RESPONSE: The tower has the following setbacks to the property lines (See page C-1).
North: 200'
South: 1118'
West: 328'
East: 981'
The closest residence is 942' (See page C1 of the drawings)

iii. Nature of uses on adjacent and nearby properties
RESPONSE: **North: Agricultural**
South: Agricultural
West: Agricultural
East: Golf Course/Recreation

iv. Surrounding topography.
RESPONSE: Flat farm land, woodlands and recreational.

v. Surrounding tree coverage and foliage.
RESPONSE: This specific location was picked because it is surrounded by wooded areas and placed 978' from Sutton Road as seen in the aerial above.

vi. Design of the tower, with particular reference to design characteristics that have the effect of reducing or eliminating visual obtrusiveness.
RESPONSE: The proposed site is a monopole design and is less than 200' so that it does not require a light.

vii. Proposed ingress and egress. **RESPONSE: An ingress/egress drive has been provided from Sutton Road. See page C1 of the drawings.**

viii. Availability of suitable existing towers, other structures, or alternative technologies not requiring the use of towers or structures, as discussed in Paragraph 6 below. **RESPONSE: There are no suitable structures available.**

ix. The design of the proposed structure will accommodate co-location of additional users. **RESPONSE: As depicted on page C3 of the drawings the tower is being designed for AT&T plus three additional carriers.**

e. Availability of Suitable Existing Towers, Other Structures, or Alternative Technology - No new tower shall be permitted unless the applicant demonstrates to the reasonable satisfaction of the Planning Commission that no existing tower or structure, or alternative technology which does not require the use of towers or structures, can accommodate the applicant's proposed antenna. An applicant shall submit information requested by the Planning Commission related to the availability of suitable existing towers, other structures or alternative technology. The Township may employ specialized experts to review information and materials submitted by the applicant. The applicant shall incur all costs associated with such review. Evidence submitted to demonstrate that no existing tower, structure or alterative technology can accommodate the applicant's proposed antenna may consist of any of the following:

i. No existing towers or structures are located within the geographic areas which meet applicant's engineering requirements. **RESPONSE: Per the affidavit of John Romsek (Exhibit A), there are no other structures in the area available for collocation.**

ii. Existing towers or structures are not of sufficient height to meet applicant's engineering requirements. **RESPONSE: Per the affidavit of John Romsek, there are no other structures in the area available for collocation.**

iii. Existing towers or structures do not have sufficient structural strength to support applicant's proposed antenna and related equipment. **RESPONSE: Per the affidavit of John Romsek, there are no other structures in the area available for collocation.**

iv. Existing towers or structures do not have sufficient structural strength to support applicant's proposed antenna and related equipment. **RESPONSE: Per the affidavit of John Romsek, there are no other structures in the area available for collocation.**

v. The fees, costs, or contractual provisions required by the owner in order to share an existing tower or structure or to adapt an existing tower or structure for sharing are unreasonable. Costs exceeding new tower development are presumed to be unreasonable. **RESPONSE: Per the affidavit of John Romsek, there are no other structures in the area available for collocation.**

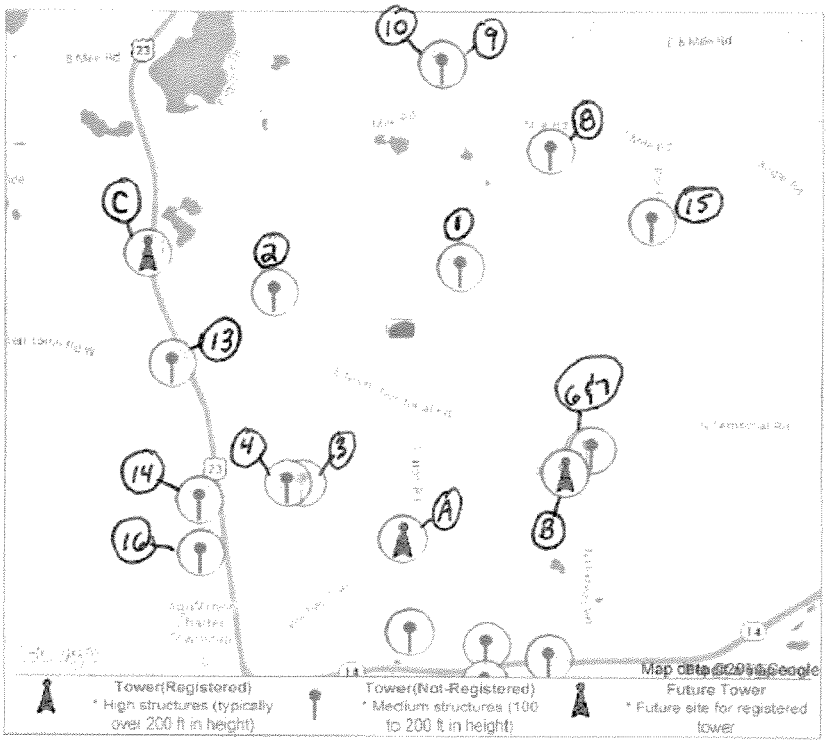
vi. The applicant demonstrates there are other limiting factors that render existing towers and structures unsuitable. **RESPONSE: Per the affidavit of John Romsek, there are no other structures in the area available for collocation.**

vii. The applicant demonstrates that an alternative technology which does not require the use of towers or structures, such as a cable microcell network using multiple low-powered transmitters/receivers attached to a wireline system, is unsuitable. Costs of alterative technology that exceed new tower or antenna development shall not be presumed to render the technology unsuitable. **RESPONSE: Northfield Township is a very rural community and small cell technology would not work in this area.**

f. General Regulations
Wireless communication towers or structures shall be subject to the following regulations:

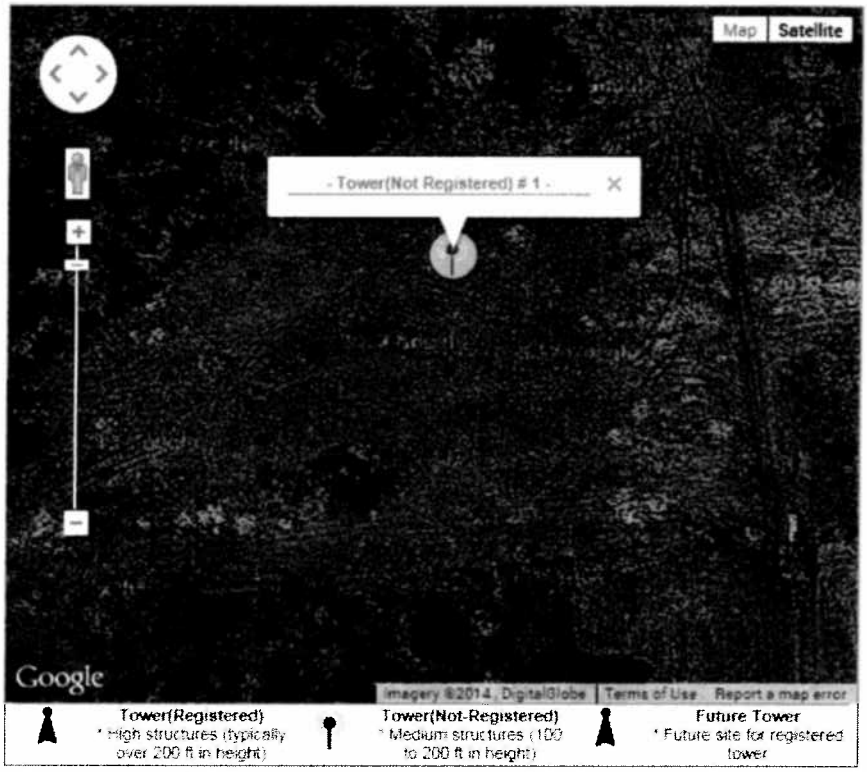
i. Location of Tower and Structures

1. No single tower shall be located within two (2) miles of another commercial communication tower. This requirement may be waived if the Planning Commission determines that the tower is of an exceptional design so as to create a positive architectural and/or environmental feature which is compatible with the character of the surrounding area and community. Additional communications apparatus can, however, be located on an existing tower or other structure capable of accommodating such apparatus. **RESPONSE: Below please see a map of existing towers located near the surrounding proposed site; also see Exhibit A, attached propagation maps showing existing AT&T locations. Below that map are details regarding towers that are both registered and unregistered.**

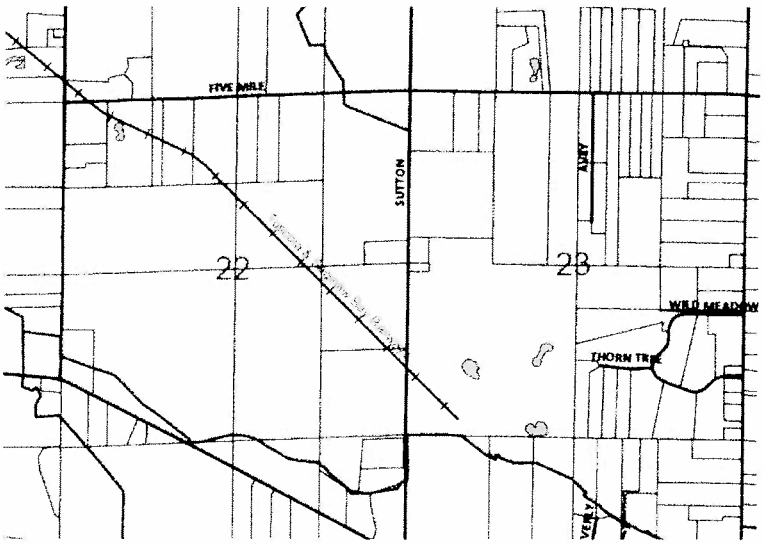


Tower Type	ID Num	Site Owner	Height	Dist
Registered	(1) A	Michigan Bell Telephone Company	370 feet	2.09 miles
	(2) B	Washtenaw County 800 Mhz Radio	199 feet	2.65 miles
	(3) C	Sba Towers Ii Llc	177 feet	3.95 miles
Not Registered	(1) 1		500 feet	1.07 miles
	(2) 2	Nextel Communications	135 feet	2.07 miles
	(3) 3	Spectra Site Communications	199 feet	2.16 miles
	(4) 4	Spectra Site Communications	199 feet	2.32 miles
	(5) 5	Pyramid Network Services, Inc.	199 feet	2.61 miles
	(6)	At&t Wireless Service Detroit	172 feet	2.80 miles
	(7)	American Tower	176 feet	2.86 miles
	(8)	Nextel Comm	199 feet	2.87 miles
	(9)	Voicestream Wireless	180 feet	3.02 miles
	(10)	Cctmo	195 feet	3.02 miles
	(11)	At&t Wireless Services	132 feet	3.10 miles
	(12)	Detroit Cellular Telephone Company	88 feet	3.42 miles
	(13)	Sprint Pcs	155 feet	3.47 miles
	(14)	New Par-mi	195 feet	3.49 miles
	(15)	Detroit Cellular Telephone Co	180 feet	3.72 miles
	(16)	At&t Mobility Llc	191 feet	3.77 miles
	(17)	Detroit Cellular Telephone Company	190 feet	3.81 miles
	(18)	At&t Wireless Services Detroit	120 feet	3.92 miles
Future		(No Towers Detected)		

Antenna Search indicates that there is a tower 1.07 miles away from the proposed site. However, according to the aerial photo below Tower #1 does not exist.



2. No tower shall be located closer than one thousand (1,000) feet from the boundary of any Residential District, including any PUD District incorporating residential uses. **RESPONSE: All of the properties surrounding the proposed site are zoned Agricultural. See zoning map below.**



3. A tower shall have a minimum setback from all property boundaries equal to the height of the tower. **RESPONSE: As shown above the setbacks are much farther than the height of the tower. See responses to (C), (d), and (II) above.**

4. Guys and accessory buildings must satisfy the minimum zoning district regulations. **RESPONSE: There are no guyed wires and all other requirements have been met.**

5. For purposes of measurement, any required tower setback and/or separation distance shall be calculated and applied to facilities located adjacent to municipal and county jurisdictional boundaries. **RESPONSE: Measurements have been applied per Township requirements.**

ii. Access: unobstructed access constructed in accordance with all provisions of this Ordinance shall be provided to the tower and apparatus building to ensure service by police, fire, and emergency vehicles. **RESPONSE: The access road off of Sutton Road will provide unobstructed access for service from police, fire and emergency vehicles.**

iii. Structural Design and Installation

1. The plans for the tower construction shall be certified by a registered structural engineer, and the applicant shall submit verification that the installation is in compliance with all applicable codes. All towers or structures must meet all applicable standards of the Federal Aviation Administration and the Federal Communications Commission. **RESPONSE: AT&T complies with all requirements of the Federal Aviation Administration and Federal Communications Commission. Further the tower plans will be certified by a registered structural engineer and provided to the Township with the building permit application.**

2. All towers or structures must meet or exceed current standards and regulations of the FAA, the FCC, and other agency of the state or federal government with the authority to regulate towers, structures, and antennas. If such standards and regulations are changed, then the owners of the towers, structures, and antennas governed by this Section shall bring such towers, structures, and antennas into compliance with such revised standards and regulations within six (6) months of the effective date o such standards and regulations, unless a different compliance schedule is mandated by the controlling state or federal agency. Failure to bring towers, structures, and antennas into compliance with such revised standards and regulations shall constitute grounds for the removal of the tower or antenna at the owner's expense. **RESPONSE: AT&T complies with all requirements of the Federal Aviation Administration and Federal Communications Commission, along with all state and federal agencies. AT&T agrees to**

comply with the requirements of this section of the ordinance.

3. To ensure the structural integrity of towers or structures, the owner of a tower shall ensure that it is maintained in compliance with standards contained in applicable state or local building codes and the applicable standards for towers or structures that are published by the Electronic Industries Association, as amended, If, upon inspection, Northfield Township concludes that a tower fails to comply with such codes and standards and constitutes a danger to persons or property, then upon notice being provided to the owner of the tower, the owner shall have thirty (30) days to bring such tower into compliance with such standards. Failure to bring such tower into compliance within said thirty(30) days shall constitute grounds for the removal of the tower or Antenna at the owner's expense. **RESPONSE: AT&T will comply with all requirements of local, state and federal agencies.**

4. Antennae and metal towers or structures shall be grounded for protection against a direct strike by lightning. The electrical wiring and connections on all towers and structures shall comply with all applicable local, state, and federal statutes, regulations, and standards. **RESPONSE: All towers and cellular communications facilities are grounded and comply with all applicable local statues, regulations and standards.**

5. Towers or structures with antennae shall be designed to withstand a uniform wind loading as prescribed in the Building Code. **RESPONSE: AT&T will comply with the building code of the Township and provide the necessary documents to the building department when the building application is filed.**

6. Towers and structures shall be subject to any state and/ or federal regulations concerning nonionizing electromagnetic radiation. If more restrictive state and/ or federal regulations are adopted in the future, the operator of the tower shall bring the antennae into conformance with such standards within sixty (60) days of its adoption, or the Conditional Use Permit shall be subject to revocation by the Township board. The operator of the tower shall bear the costs for testing and verification of compliance. **RESPONSE: AT&T will comply with all requirements (current and future) of local, state and federal agencies.**

7. All signals and remote control conductors of low energy extending substantially horizontally above the ground between a tower or antennae and a structure, or between towers, shall be at least eight (8) feet above the ground at all points, unless buried underground. **RESPONSE: AT&T will comply with the Township's requirements for signal and remote control conductors.**

8. The base of the tower shall occupy no more than five hundred (500) square feet. **RESPONSE: The base of the tower does not occupy more than 500 square feet.**

9. All communications tower operators shall be required to provide an annual report of total radiation output from all channels and all antennae on the tower including all co-locators, from an independent contractor as recommended by the Township Engineer or its designee. The report shall contain any and all information deemed necessary by the Planning Commission. **RESPONSE: AT&T will provide any necessary documents required by the Township's Engineer.**

iv. Lighting – Towers or structures shall not be artificially illuminated. **RESPONSE: The tower will not be artificially lit since the tower is less than 200' in height**.

v. Height -Towers and structures shall not exceed one hundred eighty (180) feet in height. Height shall be measured from the finished grade of the parcel to the highest point on the tower or other structure, including the base pad and any antenna. **RESPONSE: The tower is proposed at a height of 170' with antennas at the top for an overall height of 175'.**

vi. Design

1. Except as otherwise provided herein, all towers shall be of monopole design and shall be constructed of, or treated with, corrosive resistant material. **RESPONSE: As shown on page C-3 the tower is designed as a monopole.**

2. Advertising, signs, and identification of any kind intended to be visible from the ground or other structures shall be prohibited, except as required for emergency purposes. **RESPONSE: No advertising or signs will be placed at the facility except for identifications signs that are required by the FCC.**

3. The antennae shall be painted to match the exterior treatment of the tower. The paint scheme of the tower and antennae shall be designed to minimize off-site visibility of the antennae and tower. **RESPONSE: AT&T will comply with this requirement.**

4. At a tower site, the design of the buildings and related structures shall, to the maximum extent possible, use materials, textures, screening, and landscaping that will blend them into the natural setting and surrounding buildings. **RESPONSE: The tower is made of galvanized steel that blends which minimized their visual appearance.**

5. If an antenna is installed on a structure other than a tower (such as a clock tower, bell steeple, or light pole), the antenna and supporting electrical and mechanical equipment must be of a neutral color that is

identical to, or closely compatible with, the color of the supporting structure so as to make the antenna and related equipment as visually unobtrusive as possible. **RESPONSE: All supporting equipment will match the monopole to the best of its ability.**

6. Fencing and Landscaping - The tower and appurtenant apparatus building shall be secured by fencing a minimum of six (6) feet in height. The fencing and apparatus building shall be screened with a landscape strip at least twenty (20) feet wide along each side of such fencing and/ or building. Specifications for spacing and plant materials shall be as set forth in Section 60.09. The landscape strip shall be maintained in good condition at all times so as to continue its effectiveness. Existing mature on-site vegetation and natural land forms shall be preserved to the maximum extent feasible. In some cases, such as towers or structures sited on large, wooded lots, natural growth around the property perimeter may provide sufficient buffer, in which case the Planning Commission may waive the landscaping requirements of this Paragraph. **RESPONSE: As shown on page C-1A a fence is provided around the entire 100' x 100' compound. However, additional landscaping has not been provided because the location was picked because of all the large trees that surround the site. Pursuant to Section 60.23 (C)(4), the Planning Commission may waive or reduce one (10 or more of the Conditional Use requirements.**

7. Employees- No employees shall be located on the site on a permanent basis to service or maintain the antennae. Occasional or temporary repair and service activities are excluded from this restriction. **RESPONSE: Not applicable; no permanent employees will be on site.**

8. Site Plan required- The applicant shall submit a preliminary and final site plan in accordance with Article 64.0 {"Site Plan Review") herein, and including details of tower lighting required and approved by the Federal Aviation Administration. **RESPONSE: No lighting is required; the tower is less than 200' in height.**

9. Franchises - Owners and/or operators of towers, structures, or antennas shall certify that all franchises required by law for the construction and/ or operation of a wireless communication system have been obtained and shall file a copy of all required franchises with Northfield Township prior to final site plan approval. **RESPONSE: AT&T will comply with any and all franchise requirements.**

10. Engineering Certification - Any information of an engineering nature that the applicant submits, whether civil, mechanical, or structural, shall be certified by a licensed professional engineer. **RESPONSE: The drawings submitted to Northfield Township for the proposed site have been certified by a licensed professional engineer and any future**

documents needed by the Township will be signed by a licensed professional engineer.

11. Not Essential Services -Towers, structures, and antennae shall be regulated and permitted pursuant to this Section and shall not be regulated or permitted as essential services, public utilities, or private utilities. **RESPONSE: No response required.**

12. Cessation of Operation - The Township shall condition approval of any new tower subject to the removal of said tower, including all structural components of the tower above and below ground, within one hundred and eighty (180) days of cessation of operation. The Township reserves the right to request evidence of ongoing operation at any time after construction of an approved tower. Any antenna or tower, whether approved under this Section or existing at the time.
RESPONSE: AT&T will provide the Township with any and all necessary removal documents.

Article: 60.0 SUPPLEMENTARY REGULATIONS AND STANDARDS Of adoption of this Ordinance that is not operated for a continuous period of one hundred eighty (180) days shall be deemed abandoned. Failure to remove an abandoned antenna or tower within sixty (60) days of receipt of a notice from Northfield Township requesting such removal shall be grounds for Northfield Township to remove the tower or the antenna at the tower and/ or property owner's expense. If there are two (2) or more users of a single tower, this provision shall not take effect until all users cease using the tower.

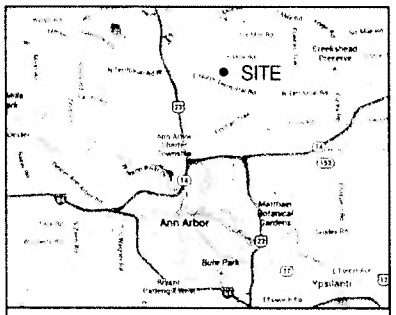
14. The division of property for the purpose of locating a Facility is prohibited unless all requirements of the Township Ordinances are met. **RESPONSE: Not applicable; no division of property is taking place.**

15. The Facility shall not be used for advertising purposes and shall contain no signs or lighting except to identify the Provider and emergency telephone numbers and as may be required by the FAA. **RESPONSE: Not applicable; no advertising will take place.**

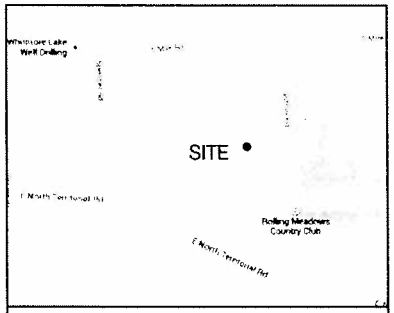
16. In order to insure removal of the wireless communication structure, in the event of abandonment or cessation of operation, the Planning Commission may require that security be posted at the time a building permit is obtained for uses as specified in the conditional use permit in an amount sufficient to guarantee that the applicant shall perform the terms and conditions of the Conditional Use Permit. **RESPONSE: AT&T will work with the Planning Commission to provide all necessary documents and bonds.**

17. The application shall include a description of the security to be posted at the time of receiving a building permit for the Facility to ensure removal of the Facility when it has been abandoned or is no longer used, as provided herein. The security shall be in the form of: cash, surety bond, or letter of credit, together with an agreement in the form approved by the Township providing for removal of the Facility as described herein. The Provider shall submit an estimate of the cost of removal of the Facility, certified by a licensed engineer for the Township's use in determining the security to be posted.
RESPONSE: If the Township can provide AT&T with what type of bonds have previously been approved by the Township then AT&T will make sure to comply with previously accepted bonds.

NEW SITE BUILD
GOODMAN NETWORKS
SITE #: MI1727
SITE NAME:
TIM & ANITA PHILLIPP-CANDIDATE A
AT&T FA #: 12908163
6741 SUTTON RD.
WHITMORE LAKE, MI 48189



AREA MAP



LOCATION MAP

SITE NAME:		TIM & ANITA PHILLIPP-CANDIDATE A
SITE NUMBER:		MI1727
SITE ADDRESS:		6741 SUTTON RD. WHITMORE LAKE, MI 48189 WASHTENAW COUNTY
LANDLORD:	NAME	AT&T
	ADDRESS	12555 CINGULAR WAY
	CITY, ST	ALPHARETTA, GA 30004
	TELEPHONE	(678)-867-4223
APPLICANT:	NAME	AT&T MOBILITY
	ADDRESS	16025 NORTHLAND DR
	CITY, ST	SOUTHFIELD, MI 48075
	TELEPHONE	(800)-632-2822

PROJECT SUMMARY

SHT NO.	DESCRIPTION
T-1	TITLE SHEET
LS-1	SITE SURVEY
C-1	SITE PLAN
C-1A	ENLARGED SITE PLAN
C-2	EQUIPMENT PLANS
C-3	TOWER ELEVATION
C-4	DETAILS
C-5	DETAILS
C-6	SITE DETAILS
A-1	ANTENNA SCHEDULE AND AZIMUTHS
A-2	COAX DIAGRAM (SECTOR 1)
A-3	COAX DIAGRAM (SECTORS 2 & 3)
A-4	COAX AND WAVEBRIDGE DETAILS
E-1	ELECTRICAL & ONE LINE DIAG.
G-1	GROUNDING PLAN
G-2	GROUNDING SCHEMATIC
G-3	GROUNDING DETAILS AND ELECTRICAL NOTES
N-1	GENERAL NOTES

DRAWING INDEX

LATITUDE: 42° 22' 51.10" N (42.38086°)
LONGITUDE: 83° 42' 23.59" W (-83.70655°)

0. FROM 16025 NORTHLAND DR, SOUTHFIELD, MI 48075
1. HEAD SOUTH ON M-39 / SOUTHFIELD RD
2. TAKE EXIT 11A AND MERGE ONTO I-96 W
3. CONTINUE ONTO M-14 W
4. TAKE EXIT 15 AND TURN RIGHT ONTO GOTFREDSON RD
5. TAKE THE 1ST LEFT ONTO N TERRITORIAL RD
6. TURN LEFT ONTO N TERRITORIAL RD
7. TURN RIGHT ONTO SUTTON RD
SITE ON LEFT

DIRECTIONS TO SITE

BUILDING CODES

MBC: CURRENT EDITION
MBC: USE GROUP U
MBC: CONSTRUCTION TYPE 1B
NEC CURRENT ADOPTED EDITION

ELECTRICAL NOTES

SITE IS LESS THAN 3500 SQ. FT.
WITH 200 AMP SERVICE FEEDER.
ALL TELECOM EQUIPMENT IS +24/-48 VOLTS D.C.

AT&T TO INSTALL (1) MONOPOLE AND PLATFORM WITH (6) ANTENNAS, (12) RRHS, (3) DEMARCATION BOXES, (1) FIBER OPTIC CABLE, (6) DC POWER CABLES, AND GROUND EQUIPMENT (INSIDE NEW SHELTER) TO A NEW TELECOMMUNICATIONS FACILITY.

FUTURE EQUIPMENT: (3) ANTENNAS, (3) RRHS

PROJECT DESCRIPTION

at&t

Goodman Networks
Network Knowledge Delivered

CHRISTOPHER WZACNY AND ASSOCIATES INC.
30150 TELEGRAPH ROAD, SUITE 114
BINGHAM FARMS, MI 48025
TEL: (248) 723-8516
FAX: (248) 723-4810

REFER TO GRAPHIC SCALE FOR 11"x17" DRAWINGS

MI1727
SITE NAME:
TIM & ANITA PHILLIPP-CANDIDATE A
AT&T FA#: 12908163

6741 SUTTON RD.
WHITMORE LAKE
MI 48189
WASHTENAW COUNTY

REVISIONS			
4	30OCT14	REVISIONS	NB
3	03JUN14	SURVEY REVISION	NB
2	27MAY14	REVISIONS	NB
1	23APR14	REVISIONS	NB
0	17FEB14	FINAL CDS	NB
A	24DEC13	PRELIM CDS 90%	NB
REV	DATE	DESCRIPTION	BY

KRZYSZTOF Z. WZACNY ARCHITECT No. 45875

IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF THIS LICENSED PROFESSIONAL ARCHITECT, TO ALTER THIS DOCUMENT.

SHEET TITLE:
TITLE SHEET

PROJECT NO.:
MI1727

SHEET NUMBER:
T-1

DO NOT SCALE DRAWINGS

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MI1727
TIM AND ANITA PHILLIP
F.A. #12908163

SURVEYOR'S NOTE

THE PARENT PARCEL BOUNDARY OF THIS DRAWING IS ILLUSTRATED FROM RECORD INFORMATION AND IS APPROXIMATE.

THE TOPOGRAPHICAL SURVEY FOR THIS MAP WAS PERFORMED ON DECEMBER 30, 2013.

NOT TO BE USED AS CONSTRUCTION DRAWINGS.

ELEVATION DATUM

ALL ELEVATIONS ARE BASED ON NAVD 88 DATUM.

CONTOURS ARE ILLUSTRATED AT 1.0' INTERVALS.

BM#1) ELEV. 947.81'
TOP OF IRON PIPE, FLUSH WITH GROUND, AT NORTHEAST CORNER OF PARENT PARCEL, ±30' WEST OF EAST 1/4 CORNER OF SECTION 22

ZONING DATA

PER THE PROVIDED SCIP, THE SUBJECT PROPERTY IS ZONED: RESIDENTIAL

SETBACKS:
FRONT: TOWER HEIGHT
REAR: TOWER HEIGHT
SIDE: TOWER HEIGHT

FLOOD PLAIN INFORMATION

WE HAVE CONSULTED THE FEDERAL EMERGENCY MANAGEMENT AGENCY NATIONAL FLOOD INSURANCE MAP AS PREPARED FOR WASHTENAW COUNTY, MICHIGAN, COMMUNITY PANEL NUMBER 26161C0115E, WHICH IS A NON-PRINTED PANEL.

PROPRIETOR

TIM & ANITA PHILLIP
6741 SUTTON ROAD
WHITMORE LAKE, MI
48189

EASEMENTS, COVENANTS, CONDITIONS, AND RESTRICTIONS

THE TITLE SEARCH ISSUED BY FIRST AMERICAN TITLE INSURANCE COMPANY AS COMMITMENT NO. NCS-638897-MICH, DATED SEPTEMBER 04, 2013 LISTS THE FOLLOWING EASEMENTS, COVENANTS, CONDITIONS, AND RESTRICTIONS, THAT ARE MATTERS OF SURVEY, AFFECTING THE PARENT PARCEL UNDER "SCHEDULE B":

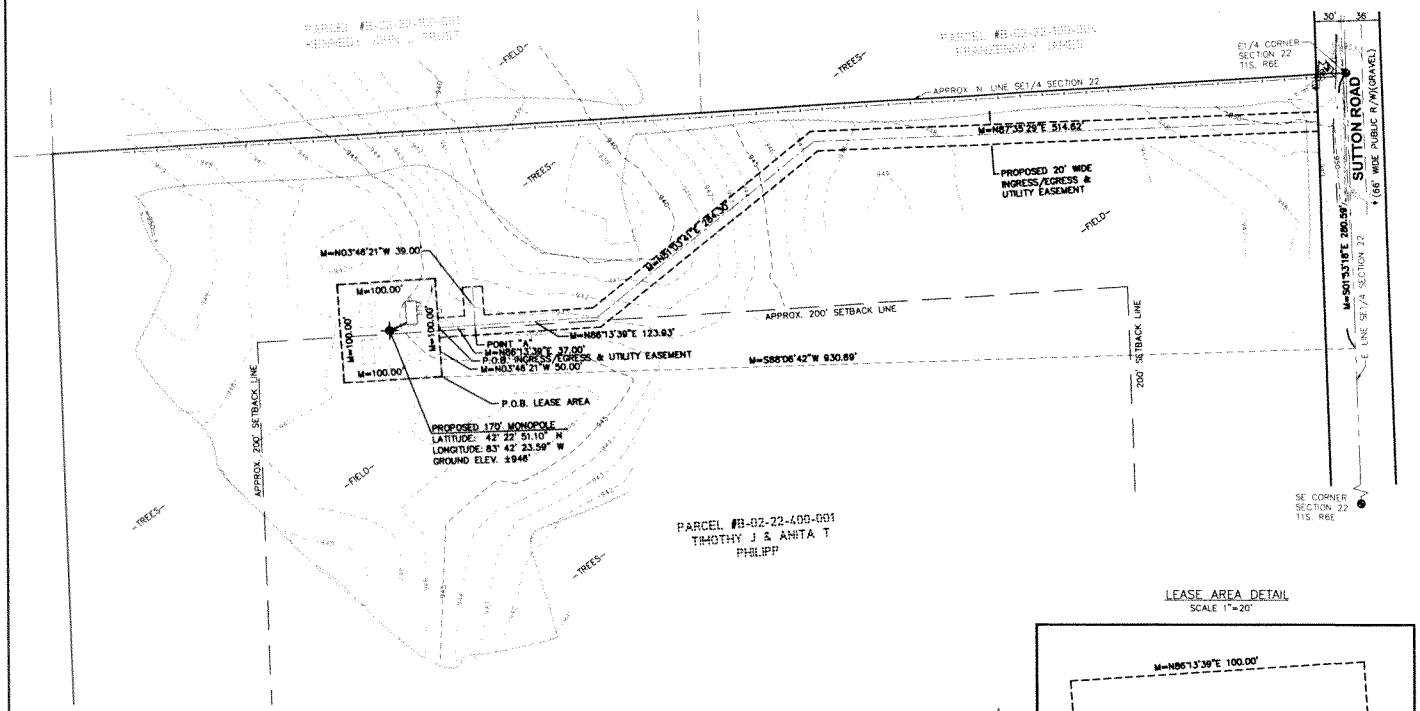
6. EASEMENT GRANTED TO CONSUMERS POWER COMPANY, A MAINE CORPORATION AUTHORIZED TO DO BUSINESS IN MICHIGAN DISCLOSED BY INSTRUMENT RECORDED IN LIBER 877, PAGE 35, WASHTENAW COUNTY RECORDS.
AFFECTS SUBJECT PROPERTY; EASEMENT ROUTE NOT DESCRIBED.

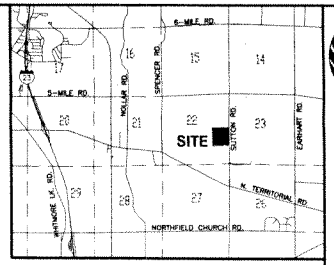
NOTE:
THE ORIGINAL SCALE (1"=60') OF THIS DRAWING WAS PREPARED AS A 22"X34" DRAWING ANY OTHER SIZE DRAWING IS AT A REDUCED SCALE.

2 WORKING DAYS
BEFORE YOU DIG
CALL MISS DIG
1-800-482-7171

0°±
MAGNETIC
TRUE
TRUE NORTH

0 60 120
SCALE IN FEET





VICINITY MAP
N.T.S.

LEGEND

- TRAVERSE POINT
- WELL
- HIGHWAY
- MONUMENT
- MONUMENT BOX
- RIGHT OF WAY MARKER
- SET WOODSTAKE
- XCUT
- PK NAIL
- FOUND IRON STAKE
- SET IRON STAKE
- SIGN
- RR SIGN
- GUY POLE
- GUY ANCHOR
- UTILITY POLE
- LIGHT POLE
- ORNAMENTAL LIGHT POLE
- POST
- U.G. UTILITY MARKER
- SOIL BORING
- MAILBOX
- SATELLITE DISH
- HAND HOLE
- AC UNIT
- U.G. UTILITY MARKER
- FIRE HYDRANT
- POST INDICATOR VALVE
- WATER VALVE
- GAS VALVE
- UST FILL PORT
- GAS PUMP
- GAS METER
- WATER METER
- TELEPHONE RISER
- ELECTRIC METER
- CABLE TV RISER
- CATCH BASIN
- ROUND CATCH BASIN
- UTILITY MANHOLE
- STORM MANHOLE
- SANITARY MANHOLE
- ELECTRIC MANHOLE
- TELEPHONE MANHOLE
- WATER MANHOLE
- HANDICAP PARKING SPACE
- SHRUB
- TREE
- PINE TREE
- EXISTING CONTOURS
- TELEPHONE UTILITY LINE
- ELECTRIC UTILITY LINE
- WATER UTILITY LINE
- GAS UTILITY LINE
- STEAM UTILITY LINE
- STORM UTILITY LINE
- SANITARY UTILITY LINE
- FIBER OPTIC UTILITY LINE
- OVERHEAD UTILITY LINE
- FENCE LINE
- GUARD RAIL

All utilities as shown are approximate locations derived from actual measurements and available records. They should not be interpreted to be exact location nor should it assumed that they are the only utilities in the area.

BASIS OF BEARINGS

LATITUDE AND LONGITUDE OF SITE REFERENCE POINT ARE BASED ON THE HARN (HIGH ACCURACY REFERENCE NETWORK) NAD83 (CORS 96)

BEARINGS ARE BASED ON TRUE NORTH AS DETERMINED BY HARN (HIGH ACCURACY REFERENCE NETWORK) NAD83 (CORS 96)

LEGAL DESCRIPTION

TITLE COMMITMENT LEGAL

Real property in the Township of Northfield, County of Washtenaw, State of Michigan, described as follows:

The Northeast 1/4 of the Southeast 1/4 of Section 22, Town 1 South, Range 6 East, in the Township of Northfield, County of Washtenaw and State of Michigan.

This map was made from the above legal description which was given to us as a complete description of the property. Both map and description should be compared with the Abstract of Title or Title Policy for any exceptions, easements or differences in description.

LEGAL DESCRIPTION

PROPOSED 100' x 100' LEASE AREA

That part of the Southeast 1/4 of Section 22, Township 1 South, Range 6 East, Northfield Township, Washtenaw County, Michigan, described as:

Commencing at the East 1/4 corner of said Section 22; thence South 01°53'18" East 280.59 feet along the East line of said Section; thence South 88°06'42" West 930.69 feet to THE PLACE OF BEGINNING OF THIS DESCRIPTION; thence continuing South 86°13'39" West 100.00 feet; thence North 03°46'21" West 100.00 feet; thence North 86°13'39" East 100.00 feet; thence South 03°46'21" East 100.00 feet to the place of beginning.

Containing 10,000 square feet (0.23 acres) more or less.

LEGAL DESCRIPTION

PROPOSED 20' WIDE INGRESS/EGRESS & UTILITY EASEMENT

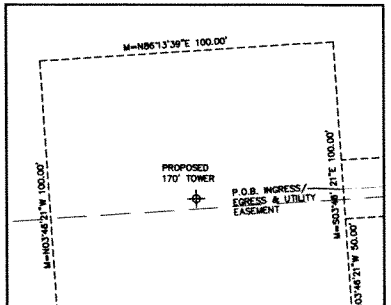
A 20.00 foot wide easement for ingress/egress and utility purposes over that part of the Southeast 1/4 of Section 22, Township 1 South, Range 6 East, Northfield Township, Washtenaw County, Michigan, the centerline of which is described as:

Commencing at the East 1/4 corner of said Section 22; thence South 01°53'18" East 280.59 feet along the East line of said Section; thence South 88°06'42" West 930.69 feet; thence North 03°46'21" West 50.00 feet to THE PLACE OF BEGINNING OF THIS CENTERLINE DESCRIPTION; thence North 86°13'39" East 37.00 feet to a point herein known as Point "A"; thence North 86°13'39" East 123.93 feet; thence North 51°03'41" East 284.30 feet; thence North 87°35'29" East 514.62 feet to a point on the Westerly right-of-way line of Sutton Road (66' wide, 30' of which is on the westerly side of section line) for the place of ending of this centerline description.

Thence recommencing at the aforesaid Point "A"; thence North 03°46'21" West 39.00 feet to the place of ending of this centerline description.

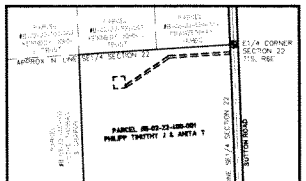
LEASE AREA DETAIL

SCALE 1"=20'



PARENT PARCEL

SCALE 1"=500'



at&t

MI1727
TIM AND ANITA PHILLIP
F.A. #12908163

Survey Prepared for:
Communications Consulting Group
30150 Telegraph Road
Suite 114
Bingham Farms, Michigan 48025
(248) 723-8516
Project Manager: Chris Wzorny

REVISIONS		
NO.	DESCRIPTION	DATE
1	PRELIMINARY	1/08/14
2	ADD TITLE	3/06/14
3	REVISED LEASE AND ACCESS	6/01/14
4	FINAL	11/19/14

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549 Ottawa Ave NW Grand Rapids, MI 49503

RANDY J. KOLEHOUSE P.S. 25854

STATE OF MICHIGAN
RANDY J. KOLEHOUSE
LAND SURVEYOR
No. 25854
LICENSED LAND SURVEYOR

NW | NE
SW | SE
22-1-6

DATE: 12/30/13	DWG. BY: J.S.L.
SCALE: 1"=60'	SURVEYED: S.M.
UPDATE: JMF091614	CHKD. BY: R.J.K.
PROJECT NO: 208205.092	

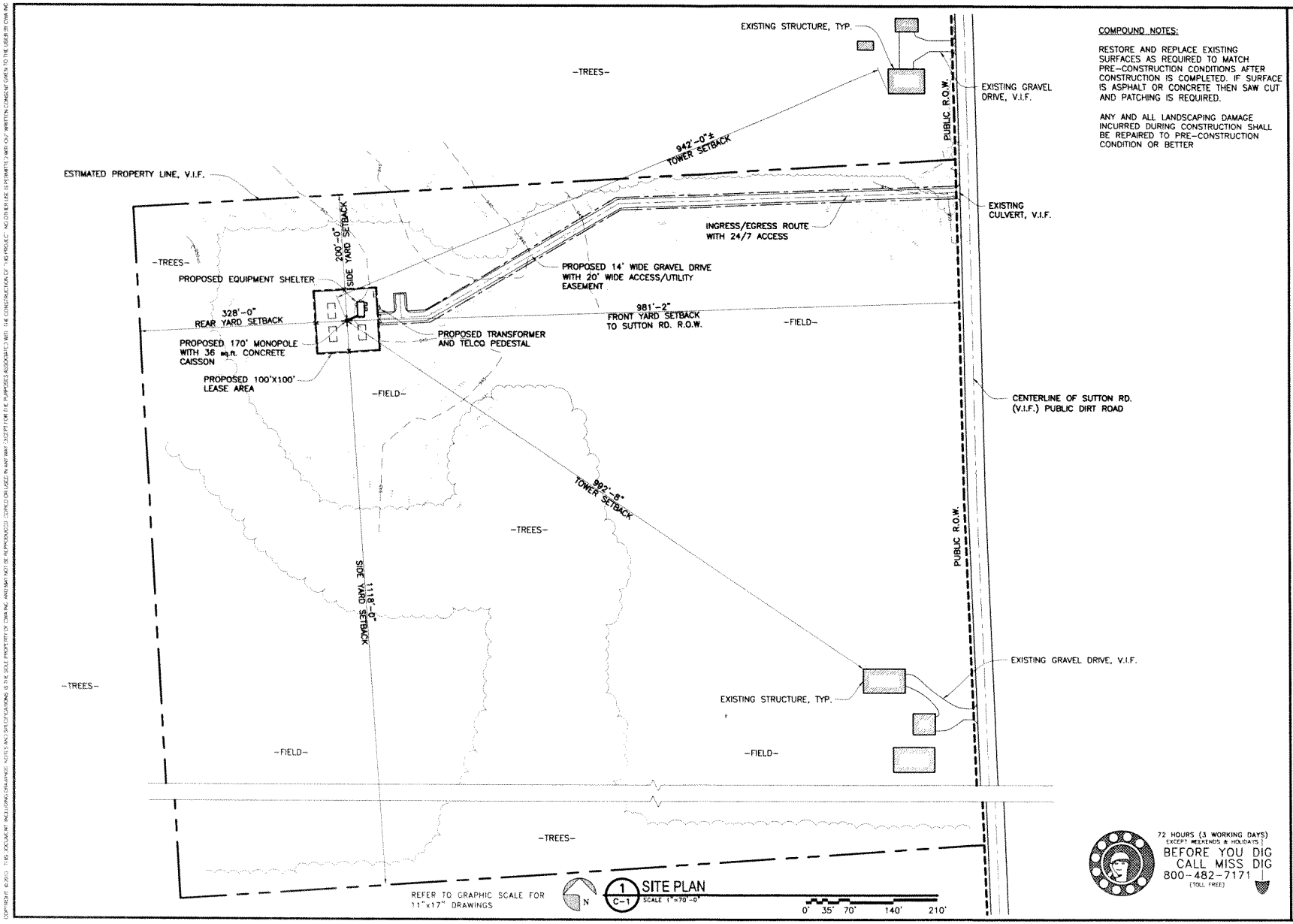
SITE NAME
TIM AND ANITA PHILLIP

SITE NUMBER
MI1727

FIXED ASSET NUMBER
12908163

SITE ADDRESS
6741 SUTTON ROAD
WHITMORE LAKE, MI
48189

SHEET TITLE
LS1



COMPOUND NOTES:

RESTORE AND REPLACE EXISTING SURFACES AS REQUIRED TO MATCH PRE-CONSTRUCTION CONDITIONS AFTER CONSTRUCTION IS COMPLETED. IF SURFACE IS ASPHALT OR CONCRETE THEN SAW CUT AND PATCHING IS REQUIRED.

ANY AND ALL LANDSCAPING DAMAGE INCURRED DURING CONSTRUCTION SHALL BE REPAIRED TO PRE-CONSTRUCTION CONDITION OR BETTER

72 HOURS (3 WORKING DAYS) EXCEPT WEEKENDS & HOLIDAYS
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(TOLL FREE)

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FAX: (248) 723-4810

REFER TO GRAPHIC SCALE FOR 11"x17" DRAWINGS

MI1727
SITE NAME:
TIM & ANITA PHILLIPP-CANDIDATE A
AT&T FA#: 12908163

6741 SUTTON RD.
WHITMORE LAKE
MI 48189
WASHTENAW COUNTY

REVISIONS

REV	DATE	DESCRIPTION	BY
2	27MAY14	REVISIONS	NB
1	23APR14	REVISIONS	NB
0	17FEB14	FINAL CDS	NB
A	24DEC13	PRELIM CDS 90%	NB

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SHEET TITLE:
SITE PLAN

PROJECT NO.:
MI1727

SHEET NUMBER:
C-1

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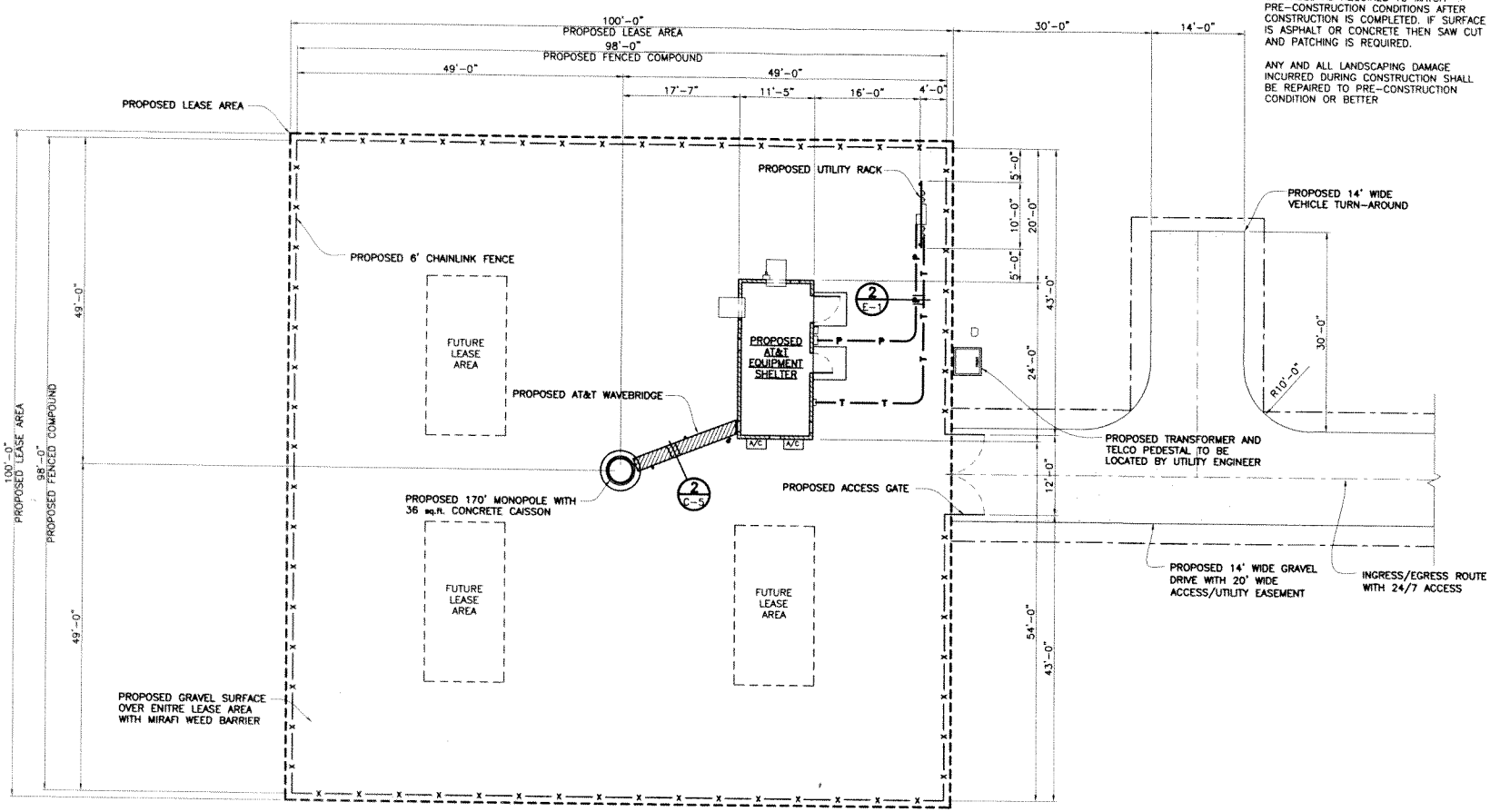

COMPOUND NOTES:

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N

1 C-1A ENLARGED SITE PLAN
SCALE 1/8"=1'-0"

REFER TO GRAPHIC SCALE FOR 11"x17" DRAWINGS

0' 4' 8' 16' 24'

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AT&T FA#: 12908163

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MI 48189
WASHTENAW COUNTY

REVISIONS

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1	23APR14	REVISIONS	NB
0	17FEB14	FINAL CDS	NB
A	24DEC13	PRELIM CDS 90%	NB

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ENLARGED SITE PLAN

PROJECT NO.:
MI1727

SHEET NUMBER:
C-1A

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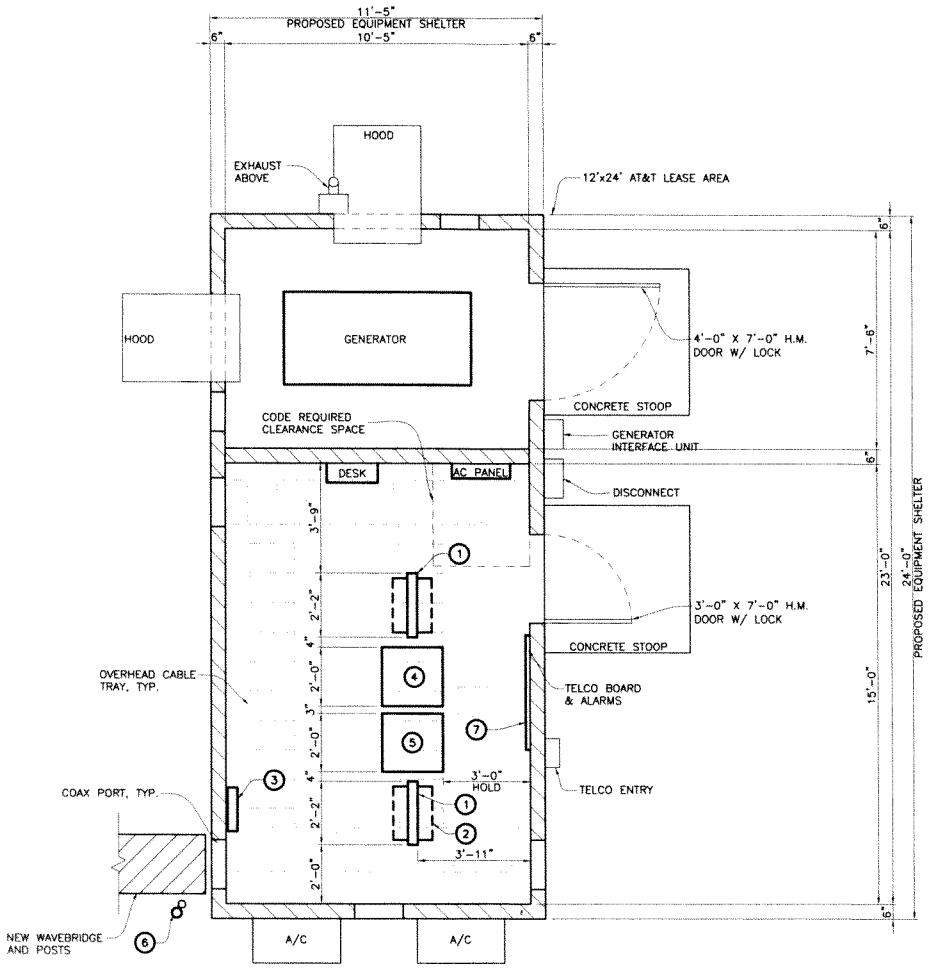
NEW EQUIPMENT LEGEND

1. PROPOSED 26" FIF RACK
2. PROPOSED BASE BAND UNITS AND SURGE PROTECTION ON NEW FIF RACK
3. 18"X18"X4" RSS INTERIOR EXCESS FIBER CABLE ENCLOSURE MOUNTED ON SHELTER WALL:
   MODEL: FB-15-ABOX CEQ 10505
   VENDOR: ROSENBERGER SITE SOLUTIONS
4. PROPOSED POWER PLANT
5. PROPOSED BATTERY RACK
6. PROPOSED GPS ANTENNAS MOUNTED ON WAVEBRIDGE POST. MAXIMUM CABLE RUN TO BE UNDER 30'-0"
7. NEW ALARM BLOCK MOUNTED TO TELCO BOARD



N

1 / C-2 PROPOSED EQUIPMENT PLAN

SCALE 1/2"=1'-0"

REFER TO GRAPHIC SCALE FOR 11"x17" DRAWINGS

0' 1' 2' 4' 6'

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SITE NAME:
TIM & ANITA PHILLIPS-CANDIDATE A
AT&T FA#: 12908163

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MI 48189
WASHTENAW COUNTY

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SHEET TITLE:
EQUIPMENT PLAN

PROJECT NO.:
MI1727

SHEET NUMBER:
C-2

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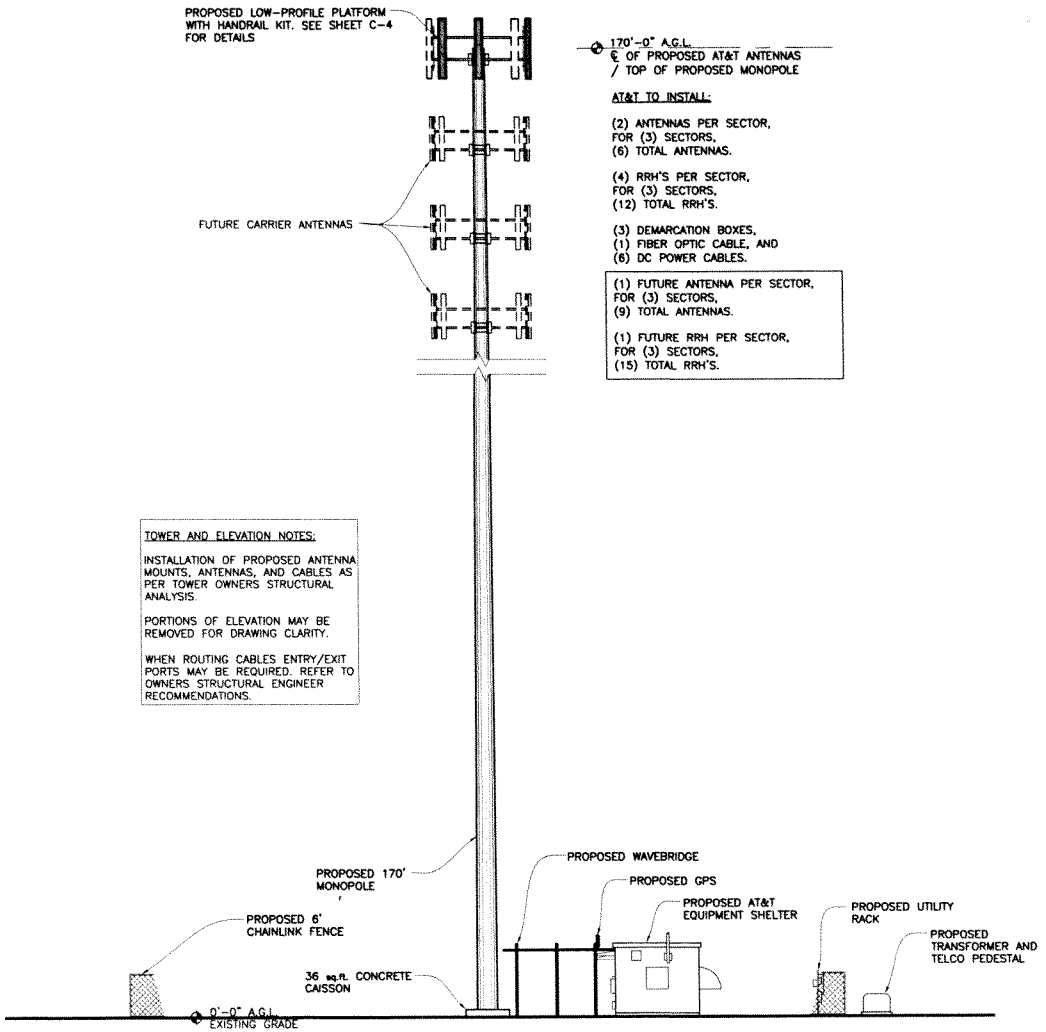

1 C-3 SOUTHERN TOWER ELEVATION
SCALE 1/8"=1'-0"

REFER TO GRAPHIC SCALE FOR 11"x17" DRAWINGS

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AT&T FA#: 12908163

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SHEET TITLE:
TOWER ELEVATION

PROJECT NO.:
MI1727

SHEET NUMBER:
C-3

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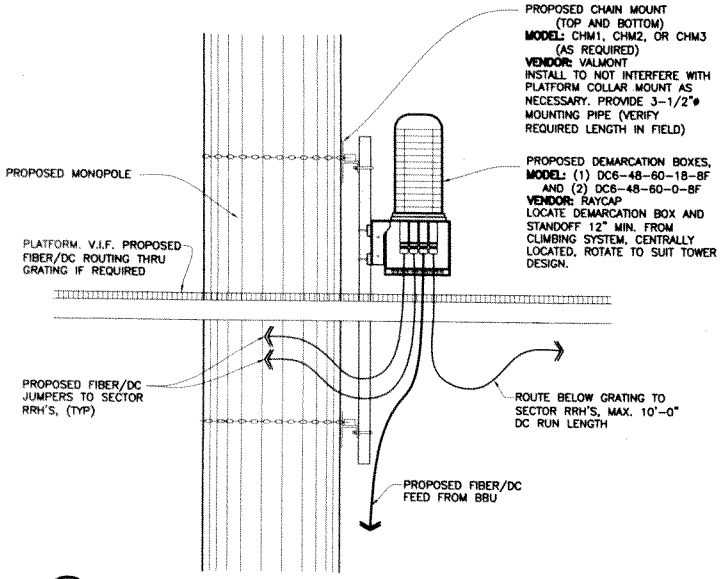
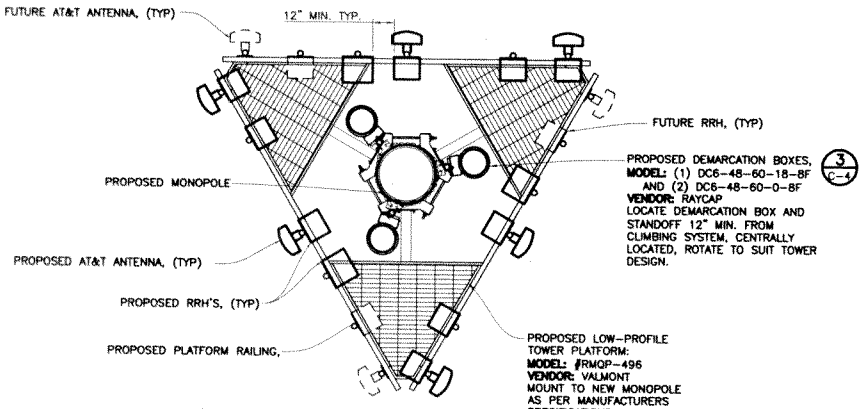


3 C-4 DC/FIBER DEMARCATION BOX MOUNTING SECTION

SCALE: 1"=1'-0"

REFER TO GRAPHIC SCALE FOR 11"x17" DRAWINGS

0" 6" 1' 2' 3'



N

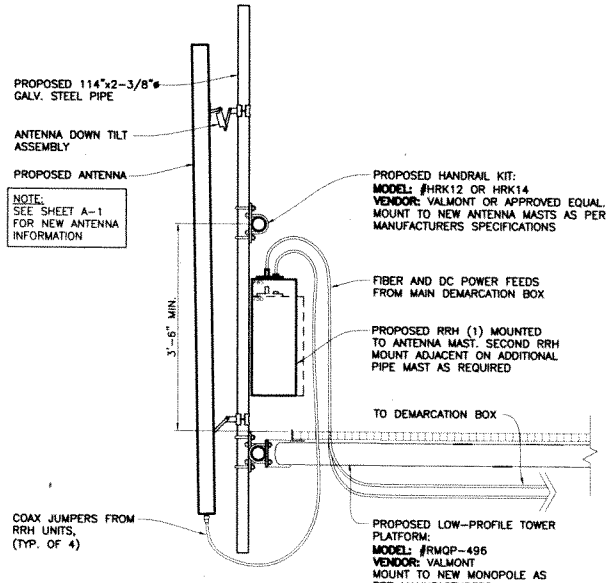
2 C-4 TYPICAL PLATFORM w/ DEMARCATION BOX POSITIONING PLAN

SCALE: 1/2"=1'-0"

REFER TO GRAPHIC SCALE FOR 11"x17" DRAWINGS

0' 1' 2' 4' 6'

INSTALLATION OF PROPOSED ANTENNA MOUNTS, ANTENNAS, AND CABLES AS PER TOWER OWNERS STRUCTURAL ANALYSIS.



1 C-4 ANTENNA MOUNTING DETAIL -TYP.

SCALE: 1"=1'-0"

REFER TO GRAPHIC SCALE FOR 11"x17" DRAWINGS

0" 6" 1' 2' 3'

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SITE NAME:
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AT&T FA#: 12908163

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MI 48189
WASHTENAW COUNTY

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0	17FEB14	FINAL CDS	NB
A	24DEC13	PRELIM CDS 90%	NB

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DETAILS

PROJECT NO.:
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SHEET NUMBER:
C-4

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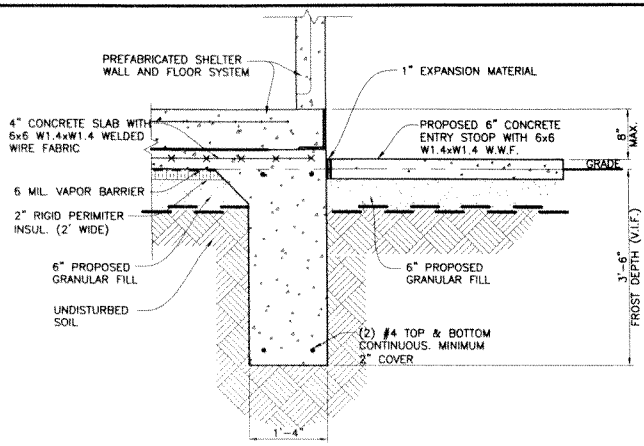
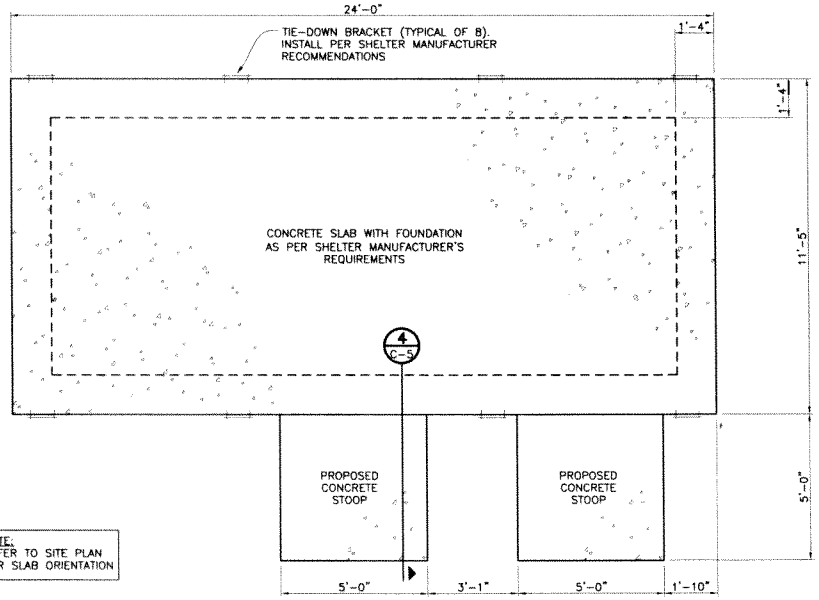
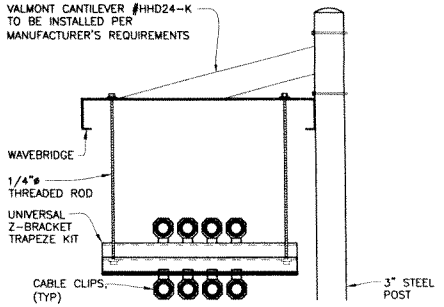


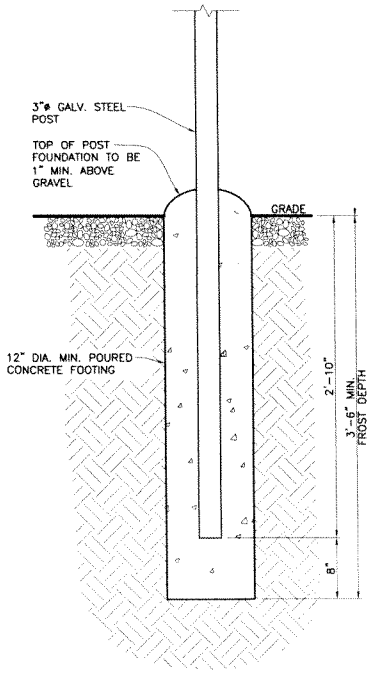
4 C-5 CROSS SECTION @ SHELTER SLAB
SCALE: 1 1/2" = 1'-0"
0" 6" 1' 2'



3 C-5 SLAB FOUNDATION PLAN
SCALE: 1/2" = 1'-0"
0' 1' 2' 4' 6'



2 C-5 COAX WAVEBRIDGE SUPPORT
SCALE 2"=1'-0"
0" 3" 6" 1' 2'



1 C-5 COAX WAVEBRIDGE SUPPORT
SCALE 1-1/2"=1'-0"
0" 6" 1' 2'

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BINGHAM FARMS, MI 48025
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REFER TO GRAPHIC SCALE FOR 11"x17" DRAWINGS

MI1727
SITE NAME:
TIM & ANITA PHILLIPP-CANDIDATE A
AT&T FA#: 12908163

6741 SUTTON RD.
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PROJECT NO.:
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SHEET NUMBER:
C-5

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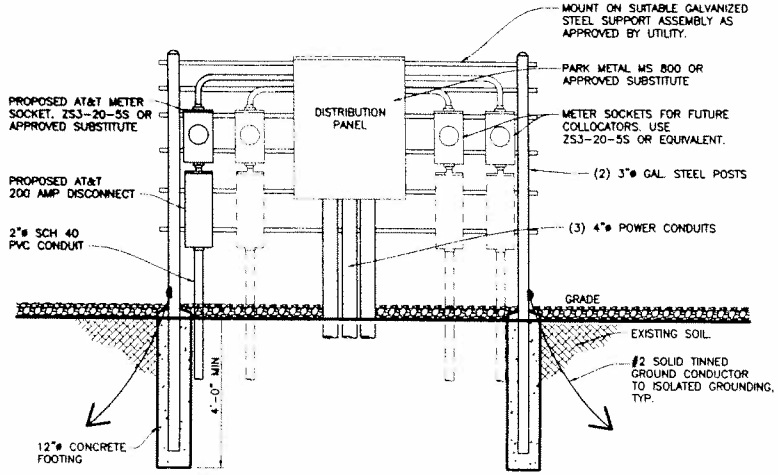
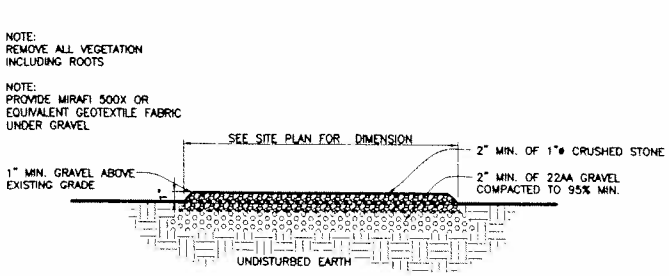
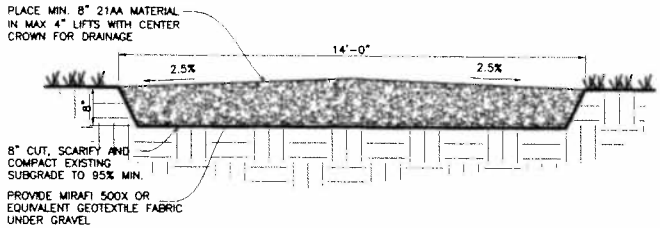


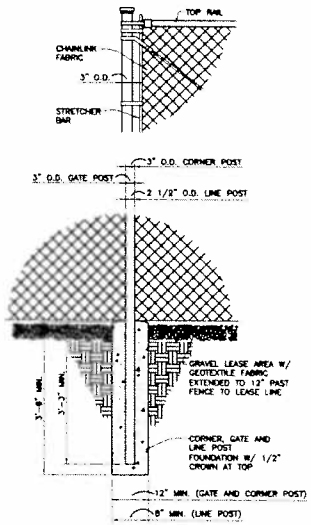
5 C-5 PROPOSED UTILITY RACK
SCALE: 3/4"=1'-0"



3 C-6 GRAVEL COMPOUND DETAIL
N.T.S.

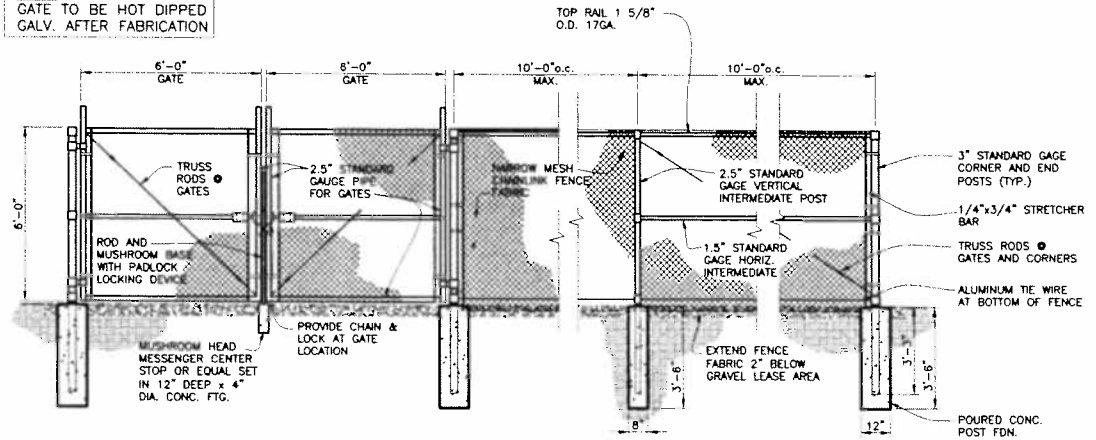


2 C-6 ACCESS DRIVE DETAIL
N.T.S.



4 C-6 FENCE DETAIL
N.T.S.

NOTE:
GATE TO BE HOT DIPPED GALV. AFTER FABRICATION



1 C-6 FENCE DETAIL
1/2" = 1'-0"
0" 1' 2' 4' 6'

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SITE NAME:
TIM & ANITA PHILLIPS-CANDIDATE A
AT&T FA#: 12908163

6741 SUTTON RD.
WHITMORE LAKE
MI 48189
WASHTENAW COUNTY

REVISIONS

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A	24DEC13	PRELIM CDS 90%	NB

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SHEET TITLE:
SITE DETAILS

PROJECT NO.:
MI1727

SHEET NUMBER:
C-6

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	ITEM DESCRIPTION	SECTOR 1 (ALPHA)				SECTOR 2 (BETA)				SECTOR 3 (GAMMA)			
		0°	0°	0°	__°	120°	120°	120°	__°	240°	240°	240°	__°
		1	2	3	4	1	2	3	4	1	2	3	4
	COLOR CODE	CONTRACTOR TO VERIFY COAX COLOR CODING WITH GOODMAN NETWORKS CONSTRUCTION MANAGER				CONTRACTOR TO VERIFY COAX COLOR CODING WITH GOODMAN NETWORKS CONSTRUCTION MANAGER				CONTRACTOR TO VERIFY COAX COLOR CODING WITH GOODMAN NETWORKS CONSTRUCTION MANAGER			
	ANTENNA TYPE	FUTURE LTE COMMSCOPE SBNHH-1D65C	NEW UMTS KMW AM-X-CD-17-65	NEW LTE COMMSCOPE SBNHH-1D65C	–	FUTURE LTE COMMSCOPE SBNHH-1D65C	NEW UMTS KMW AM-X-CD-17-65	NEW LTE COMMSCOPE SBNHH-1D65C	–	FUTURE LTE COMMSCOPE SBNHH-1D65C	NEW UMTS KMW AM-X-CD-17-65	NEW LTE COMMSCOPE SBNHH-1D65C	–
	ANTENNA RAD CENTER	170'	170'	170'	–	170'	170'	170'	–	170'	170'	170'	–
LTE	MECHANICAL DOWNTILT	0°	–	0°	–	0°	–	0°	–	0°	–	0°	–
LTE	700/850 ELEC. DOWNTILT	–	–	4°	–	–	–	4°	–	–	–	4°	–
LTE	AWS/1900 ELEC. DOWNTILT	2°	–	2°	–	2°	–	2°	–	2°	–	2°	–
UMTS	MECHANICAL DOWNTILT	–	0°	–	–	–	0°	–	–	–	0°	–	–
UMTS	850 ELEC. DOWNTILT	–	4°	–	–	–	4°	–	–	–	4°	–	–
UMTS	1900 ELEC. DOWNTILT	–	2°	–	–	–	2°	–	–	–	2°	–	–
GSM	MECHANICAL DOWNTILT	–	–	–	–	–	–	–	–	–	–	–	–
GSM	850 ELEC. DOWNTILT	–	–	–	–	–	–	–	–	–	–	–	–
GSM	1900 ELEC. DOWNTILT	–	–	–	–	–	–	–	–	–	–	–	–
	FIBER FEEDER	–	–	–	–	–	(N) (1)	–	–	–	–	–	–
	DC FEEDS	–	(N) (2)	–	–	–	(N) (2)	–	–	–	(N) (2)	–	–
	MAIN COAX SIZE	–	–	–	–	–	–	–	–	–	–	–	–
	MAIN COAX LENGTH (CUT LENGTH)	–	–	–	–	–	–	–	–	–	–	–	–
	NUMBER OF COAX	–	–	–	–	–	–	–	–	–	–	–	–
	NUMBER OF TMA	–	–	–	–	–	–	–	–	–	–	–	–
	NUMBER OF DIPLEXERS ON TOWER	–	–	–	–	–	–	–	–	–	–	–	–
	NUMBER OF DIPLEXERS ON GRADE	–	–	–	–	–	–	–	–	–	–	–	–
	DEMARCATION BOX	–	(N) (1)	–	–	–	(N) (1)	–	–	–	(N) (1)	–	–
	DC SURGE SUPPRESSION BOX	–	–	–	–	–	–	–	–	–	–	–	–
	UMTS RRH UNITS ON TOWER	–	(N) (2)	–	–	–	(N) (2)	–	–	–	(N) (2)	–	–
	LTE RRH UNITS ON TOWER	FUTURE (N) (1)	–	(N) (2)	–	FUTURE (N) (1)	–	(N) (2)	–	FUTURE (N) (1)	–	(N) (2)	–
	NUMBER OF RET LINES	–				–				–			
	NOTE: INFORMATION BASED ON SCOPING DOCUMENTS AND RF DATA SHEET DATED 10/23/2013 VER V01 (MODIFIED)												

2 A-1 ANTENNA SCHEDULE

NOTE:
1. VIEW IS FROM BACK OF ANTENNAS
2. VERIFY QUANTITY AND LENGTH OF JUMPERS REQUIRED PRIOR TO CONSTRUCTION.

AT&T TO INSTALL:

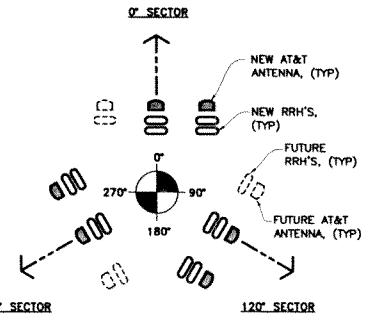
(2) ANTENNAS PER SECTOR,
FOR (3) SECTORS,
(6) TOTAL ANTENNAS.

(4) RRH'S PER SECTOR,
FOR (3) SECTORS,
(12) TOTAL RRH'S.

(3) DEMARCATION BOXES,
(1) FIBER OPTIC CABLE, AND
(6) DC POWER CABLES.

(1) FUTURE ANTENNA PER SECTOR,
FOR (3) SECTORS,
(9) TOTAL ANTENNAS.

(1) FUTURE RRH PER SECTOR,
FOR (3) SECTORS,
(15) TOTAL RRH'S.



N 1 A-1 NEW ANTENNA LAYOUT
SCALE: NTS

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REFER TO GRAPHIC SCALE FOR 11"x17" DRAWINGS

MI1727
SITE NAME:
TIM & ANITA PHILLIPS-CANDIDATE A
AT&T FA#: 12908163

6741 SUTTON RD.
WHITMORE LAKE
MI 48189
WASHTENAW COUNTY

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A	24DEC13	PRELIM CDS 90%	NB

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SHEET TITLE:
ANTENNA SCHEDULE AND AZIMUTHS

PROJECT NO.:
MI1727

SHEET NUMBER:
A-1

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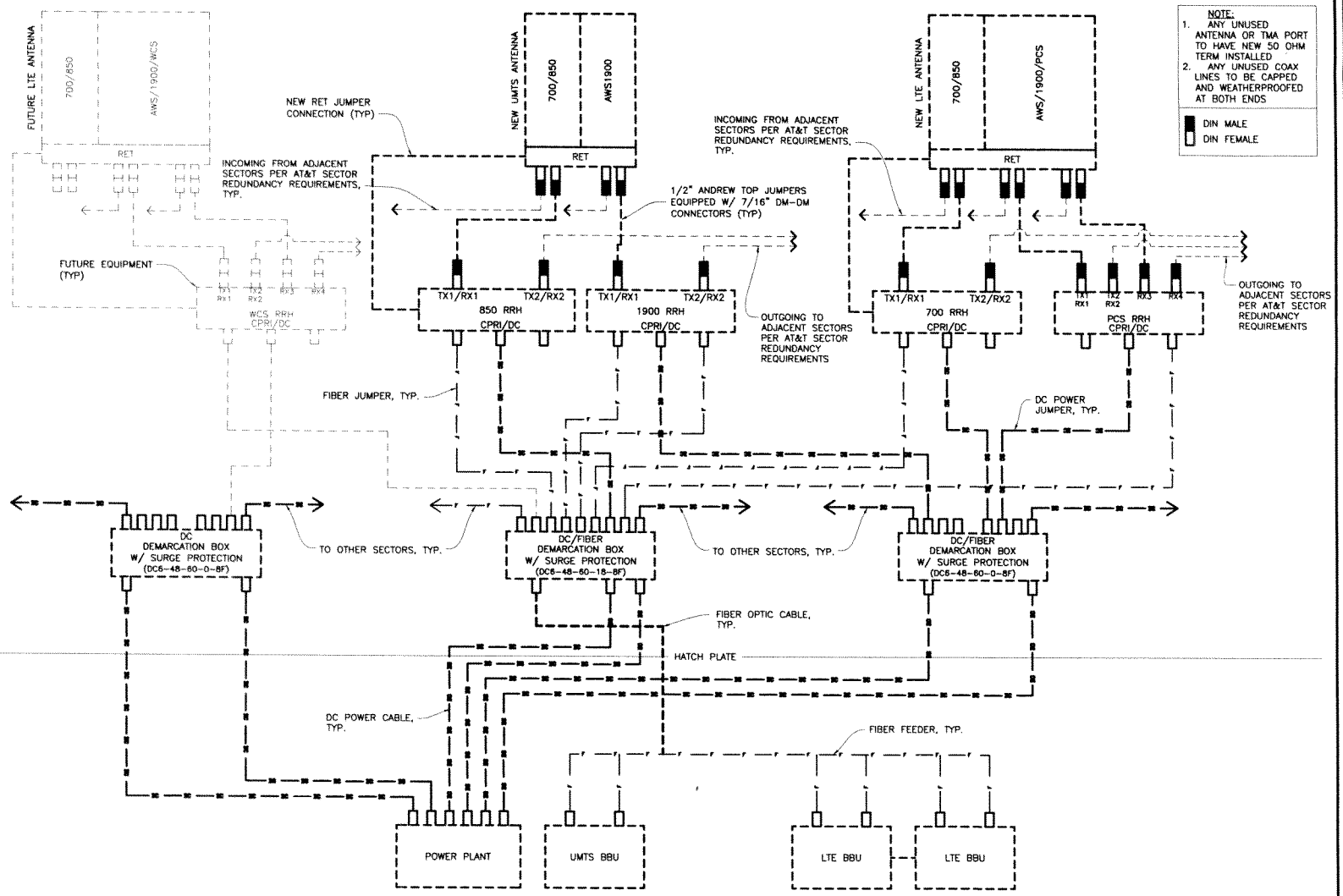

1 A-2 NEW COAX DIAGRAM (SECTOR 1)
SCALE: NTS

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SHEET TITLE:
COAX DIAGRAM (SECTOR 1)

PROJECT NO.:
MI1727

SHEET NUMBER:
A-2

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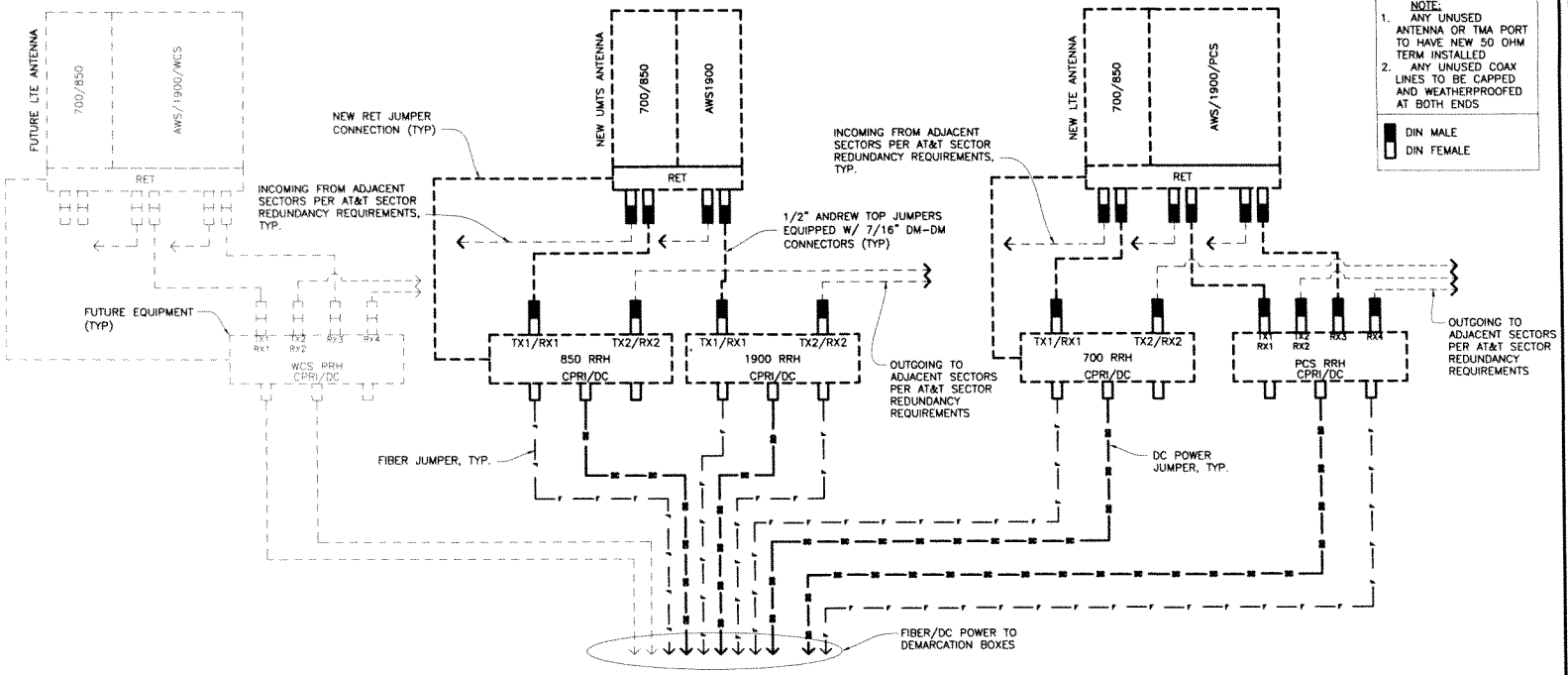

1 A-3 NEW COAX DIAGRAM (SECTORS 2 & 3)
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SHEET TITLE:
COAX DIAGRAM (SECTORS 2 & 3)

PROJECT NO.:
MI1727

SHEET NUMBER:
A-3

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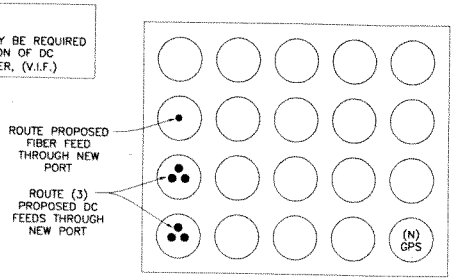
NOTE:

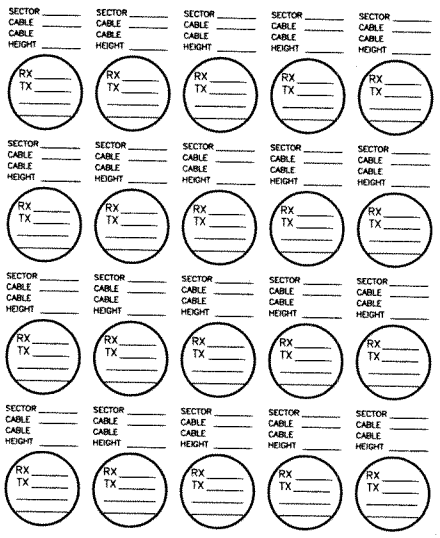
NEW BOOTS MAY BE REQUIRED FOR INSTALLATION OF DC FEEDS AND FIBER, (V.I.F.)

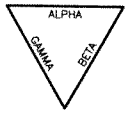


VIEWED FROM INSIDE EQUIPMENT ROOM/SHELTER

1 A-4 HATCH PLATE LAYOUT DIAGRAM

CABLE PORT DIAGRAM
CAUTION: HARMFUL RF ENERGY EXISTS ON THESE LINES





TOWER PLAN VIEW

CABLE PORT NOTES:
CONTRACTOR SHALL FILL OUT THE CABLE PORT DIAGRAM UPON COAX INSTALLATION. CABLE PORT DIAGRAM WILL BE AFFIXED TO THE INTEROR SHELTER WALL NEAR THE CABLE ENTRY PORT TO AID IN CABLE IDENTIFICATION. THE CHART IS INTENDED TO BE USED TO RECORD THE LINE AND CORRESPONDING ANTENNA POSITION ON THE TOWER AT THE TIME OF INSTALLATION.

ONE COMPLETED COPY PLUS TWO BLANK COPIES OF THE CHART SHOULD BE POSTED IN THE SHELTER IN A PROTECTIVE PLASTIC SLEEVE.

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SHEET TITLE:
COAX AND WAVEBRIDGE DETAILS

PROJECT NO.:
MI1727

SHEET NUMBER:
A-4

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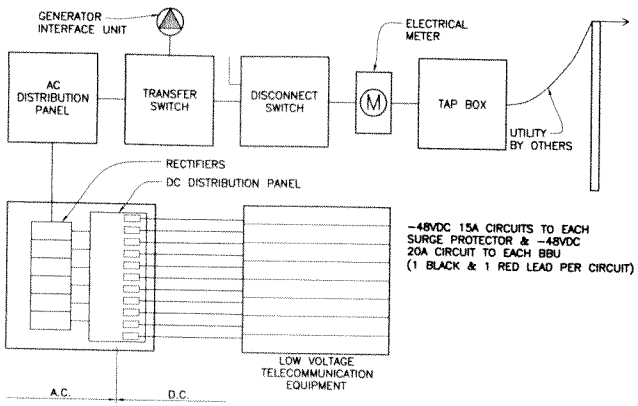
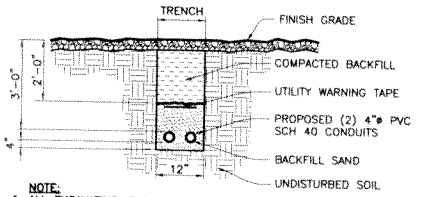


3 E-1 ELECTRICAL ONE LINE DIAGRAM

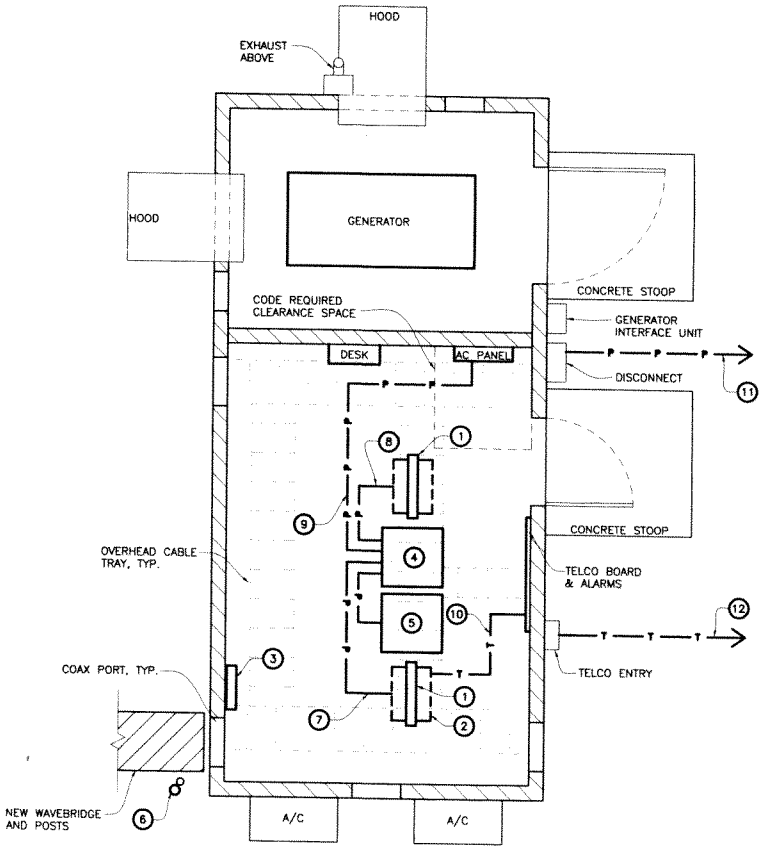


NOTE:
1. ALL EXCAVATING IS TO BE HAND DUG AS REQUIRED
2. AFTER TRENCH WORK IS COMPLETE, RESTORE GRAVEL COVER AS REQ'D.

2 E-1 UTILITY TRENCH DETAIL
SCALE: N.T.S.

ELECTRICAL LEGEND

1	PROPOSED 26" FIF RACK
2	PROPOSED BASE BAND UNITS AND SURGE PROTECTION ON NEW FIF RACK
3	18"X18"X4" RSS INTERIOR EXCESS FIBER CABLE ENCLOSURE MOUNTED ON SHELTER WALL; **MODEL:** FB-15-ABOX CEQ 10505 **VENDOR:** ROSENBERGER SITE SOLUTIONS
4	PROPOSED POWER PLANT
5	PROPOSED BATTERY RACK
6	PROPOSED GPS ANTENNAS MOUNTED ON WAVEBRIDGE POST. MAXIMUM CABLE RUN TO BE UNDER 30'-0"
7	PROPOSED (6) DC POWER FEEDS TO SURGE PROTECTOR AND (1) POWER FEED TO LTE BBU FROM POWER PLANT
8	PROPOSED DC POWER FEED FROM POWER PLANT TO NEW EQUIPMENT
9	NEW AC POWER FEED FROM POWER PANEL
10	PROPOSED TELCO FEEDS FROM INTERIOR TELCO SOURCE
11	U.G. POWER CONDUIT ROUTED FROM EXISTING POWER SOURCE
12	U.G. TELCO CONDUIT ROUTED FROM EXISTING TELCO SOURCE



N

1 E-1 PROPOSED EQUIPMENT ELECTRICAL PLAN
SCALE 1/2"=1'-0"
REFER TO GRAPHIC SCALE FOR 11"x17" DRAWINGS

0' 1' 2' 4' 6'

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SHEET TITLE:
ELECTRICAL
PLAN & ONE LINE DIAGRAM

PROJECT NO.: MI1727

SHEET NUMBER: E-1

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CONNECT FENCE POSTS TO GROUND RING AT EACH CORNER AND CENTER POSTS

CONNECT UTILITY RACK TO ISOLATED GROUNDING

PROPOSED UTILITY RACK

SEE DETAIL 1 (THIS SHEET) FOR SHELTER GROUNDING PLAN

PROPOSED AT&T WAVEBRIDGE

PROPOSED AT&T EQUIPMENT SHELTER

GROUND WAVEBRIDGE POST TO GROUND RING W/ SOLID TINNED COPPER CONDUCTOR (TYP)

CONNECT MONOPOLE TO GROUND RING, TYPICAL OF (4) PLACES

PROPOSED TOWER GROUND RING

PROPOSED 170' MONOPOLE WITH 36 sq.ft. CONCRETE CAISSON

CONNECT FENCE POSTS TO GROUND RING AT EACH GATE POST

CONNECT GATE POST TO FENCE WITH COPPER BRAIDED STRAP, TYP.

PROPOSED GROUND RING

PROPOSED 6' CHAINLINK FENCE

GROUNDING LEGEND

1. PROPOSED 26" FIF RACK
2. PROPOSED BASE BAND UNITS AND SURGE PROTECTION ON NEW FIF RACK
3. 18"X18"X4" RSS INTERIOR EXCESS FIBER CABLE ENCLOSURE MOUNTED ON SHELTER WALL:
   MODEL: FB-15-ABOX CEQ 10505
   VENDOR: ROSENBERGER SITE SOLUTIONS
4. PROPOSED POWER PLANT
5. PROPOSED BATTERY RACK
6. PROPOSED GPS ANTENNAS MOUNTED ON WAVEBRIDGE POST. MAXIMUM CABLE RUN TO BE UNDER 30'-0"
7. #2 STRANDED GREEN INSULATED COPPER EQUIPMENT GROUND LEADS ROUTED ON CABLE TRAY TO MASTER GROUND BAR (TYPICAL)
8. MASTER GROUND BAR.
9. COAX GROUND BAR.

GROUND CONDUCTOR
- ALL INTERIOR GROUND LEADS TO BE #2 STRANDED GREEN INSULATED
- ALL EXTERIOR GROUND LEADS TO BE SOLID TINNED COPPER CONDUCTOR IN 1/2" SEALTIGHT CONDUIT.

SEAL ALL WALL PENETRATIONS

EXHAUST ABOVE

HOOD

GENERATOR

HOOD

CONCRETE STOOP

CODE REQUIRED CLEARANCE SPACE

GENERATOR INTERFACE UNIT

DESK

AC PANEL

DISCONNECT

PROPOSED SOLID TINNED COPPER GROUND CONDUCTOR IN 1/2" SEALTIGHT CONDUIT. SEAL ALL WALL PENETRATIONS (TYP)

PROPOSED GROUNDING HALO

OVERHEAD CABLE TRAY, TYP.

CONCRETE STOOP

TELCO BOARD & ALARMS

TELCO ENTRY

TO GROUND RING, TYP.

COAX PORT, TYP.

NEW WAVEBRIDGE AND POSTS

GROUND WAVEBRIDGE POST TO GROUND RING W/ SOLID TINNED COPPER CONDUCTOR (TYP)

A/C

A/C

● = MECHANICAL CONNECTION
■ = CAD WELD CONNECTION

2 G-1 PROPOSED COMPOUND GROUNDING PLAN
SCALE 1/8"=1'-0"
REFER TO GRAPHIC SCALE FOR 11"x17" DRAWINGS
0' 4' 8' 16' 24'

1 G-1 PROPOSED EQUIPMENT GROUNDING PLAN
SCALE 1/2"=1'-0"
REFER TO GRAPHIC SCALE FOR 11"x17" DRAWINGS
0' 1' 2' 4' 6'

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SHEET TITLE:
GROUNDING PLAN

PROJECT NO.:
MI1727

SHEET NUMBER:
G-1

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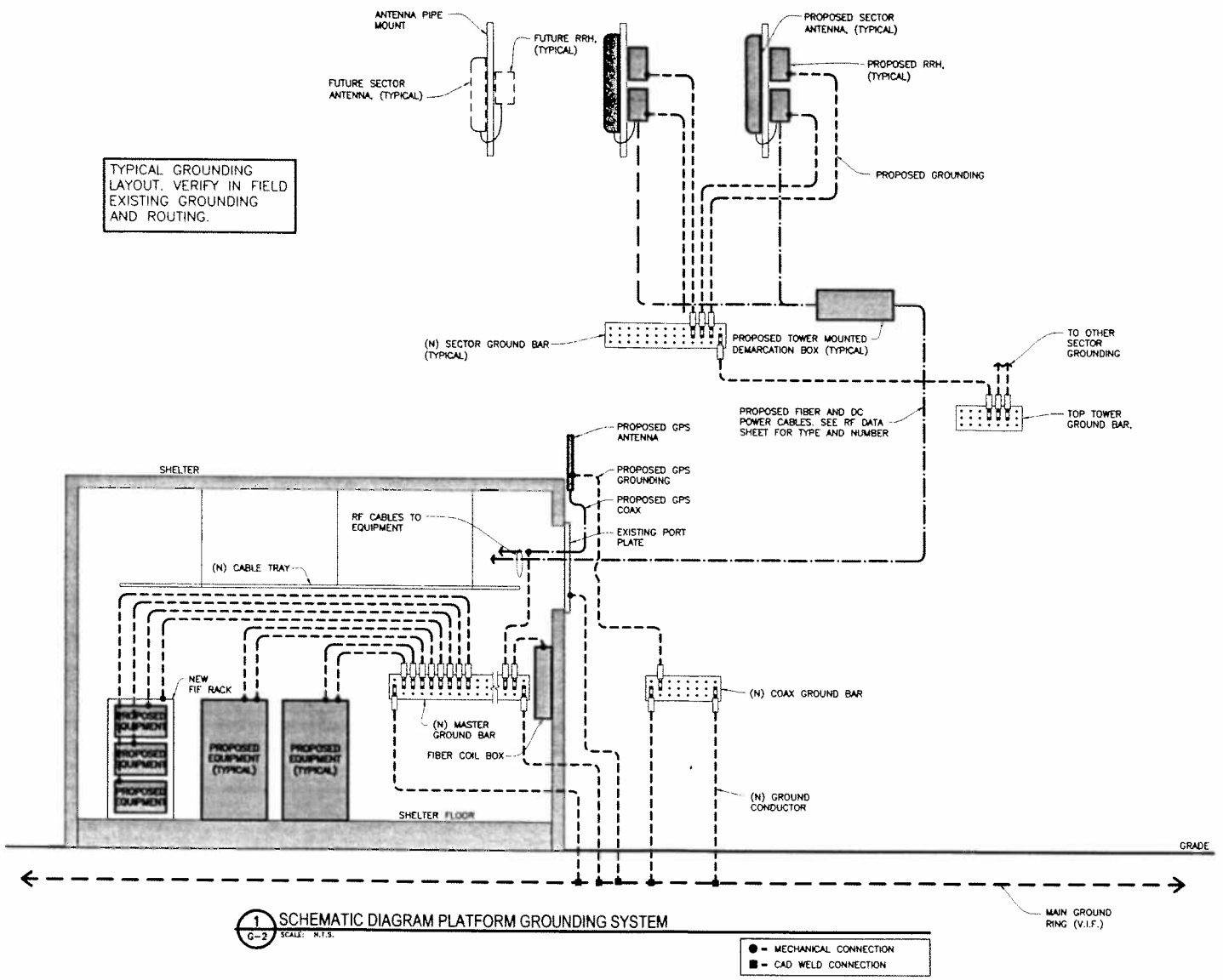
TYPICAL ANTENNA SECTOR

TYPICAL GROUNDING LAYOUT. VERIFY IN FIELD EXISTING GROUNDING AND ROUTING.



1 / G-2 SCHEMATIC DIAGRAM PLATFORM GROUNDING SYSTEM
SCALE: N.T.S.

● = MECHANICAL CONNECTION
■ = CAD WELD CONNECTION

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SHEET TITLE:
GROUNDING SCHEMATIC

PROJECT NO.:
MI1727

SHEET NUMBER:
G-2

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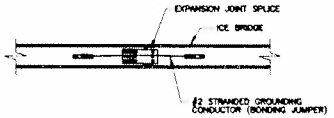


6 ICE BRIDGE GROUNDING
G-3 SCALE: NTS

NOTES:

1. TINNED COPPER GROUND BAR, 1/4" X 4" X 20", NEWTON INSTRUMENTS OR APPROVED EQUAL. HOLES CENTER TO MATCH NEMS DOUBLE LUG CONFIGURATION.

2. INSULATORS– NEWTON CAT. NO 3015–8 OR APPROVED EQUAL. (WHERE REQUIRED)

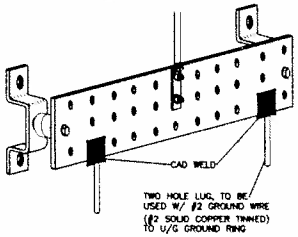
3. 5/8" LOCK WASHERS NEWTON CAT. NO. A–6056 OR APPROVED EQUAL.

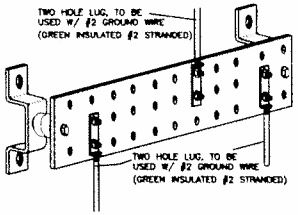
4. 5/8" –11 X 1" M.M.C.S. BOLTS NEWTON CAT. NO.– 3012–1 OR APPROVED EQUAL.

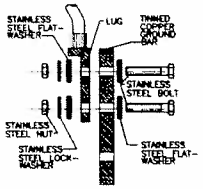
5. COAT ALL SURFACES W/ "KOPER SHIELD" BEFORE MATING.

6. ALL HARDWARE TO BE STAINLESS STEEL UNLESS OTHERWISE INDICATED.

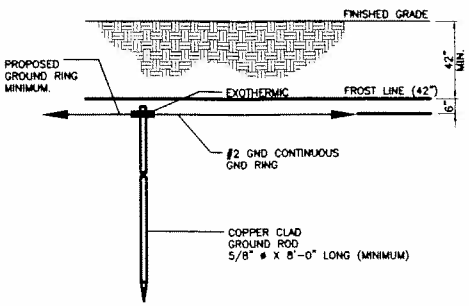
NUTS TO FACE OUT



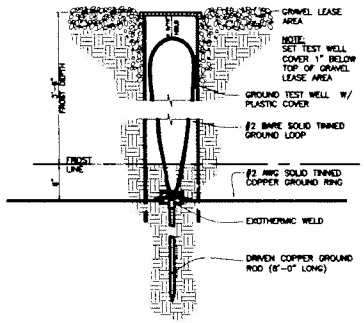




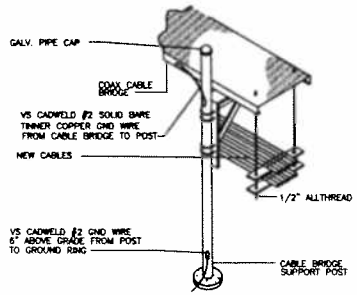
5 TYPICAL GROUND BAR
G-3 SCALE: NTS



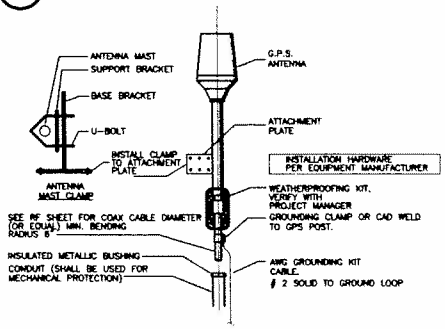
4 TYPICAL GROUND ROD DETAIL
G-3 SCALE: NTS



3 TEST WELL DETAIL
G-3 SCALE: NTS



2 COAX CABLE BRIDGE GROUNDING
G-3 SCALE: NTS



1 GPS MOUNTING AND GROUNDING
G-3 SCALE: NTS

at&t

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CHRISTOPHER WZACNY AND ASSOCIATES INC.
30150 TELEGRAPH ROAD, SUITE 114
BINGHAM FARMS, MI 48025
TEL. (248) 723-8618
FAX. (248) 723-4810

REFER TO GRAPHIC SCALE FOR 11"x17" DRAWINGS

MI1727
SITE NAME:
TIM & ANITA PHILLIPS-CANDIDATE A
AT&T FA#: 12908163

6741 SUTTON RD.
WHITMORE LAKE
MI 48189
WASHTENAW COUNTY

REVISIONS

REV	DATE	DESCRIPTION	BY
1	23APR14	REVISIONS	MB
0	17FEB14	FINAL CDS	MB
A	24DEC13	PRELIM CDS 90%	MB

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SHEET TITLE:
GROUNDING DETAILS

PROJECT NO.:
MI1727

SHEET NUMBER:
G-3

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ELECTRICAL – GENERAL NOTES:

THE GENERAL NOTES AND ACCOMPANYING DRAWINGS ARE TO INDICATE THE PROVISIONS AND INSTALLATION BY THE ELECTRICAL CONTRACTOR OF ALL LABOR, MATERIALS, AND EQUIPMENT REQUIRED TO INSTALL THE ELECTRICAL WORK COMPLETE IN CONNECTION WITH THIS, THE OWNER. SITE SHALL INCLUDE, BUT NOT BE LIMITED TO, THE FOLLOWING:

1. THE INSTALLATION, PROVISIONS, AND CONNECTION OF A GROUND ROD (ELECTRODE) SYSTEM COMPLETE WITH A BUILDING AND SECONDARY GROUNDING AND CONNECTING TO THE INCOMING ELECTRICAL DISTRIBUTION EQUIPMENT.

2. THE INSTALLATION AND PROVISION OF AN ELECTRICAL SERVICE (OVERHEAD OR UNDERGROUND) AND ALL CONDUIT AND WIRE ASSOCIATED WITH IT AS INDICATED AND/OR REQUIRED ON PLANS.

3. THE INSTALLATION, PROVISION OF CONDUIT AND CONNECTIONS FOR LOCAL TELEPHONE SERVICE.

4. FOUR INCH DIAMETER CONDUITS SHALL BE PVC SCHEDULE #40, UNLESS OTHERWISE NOTED.

5. ALL FISH LINE SHALL BE LEFT IN CONDUITS (PVC) FOR FUTURE USE.

6. THE CONTRACTOR SHALL FURNISH AND INSTALL ELECTRICAL SERVICE ENTRANCE CONDUCTORS, CONDUIT AND METER SOCKET AND MAKE THE NECESSARY CONNECTION TO THE SERVICE EQUIPMENT WITHIN THE BUILDING.

CONTRACTOR TO LOCATE ALL UNDERGROUND UTILITIES PRIOR TO ANY EXCAVATION. EXTREME CAUTION IS TO BE EXERCISED IN AREAS THAT COULD POTENTIALLY CONTAIN UNDERGROUND UTILITIES. CONTRACTOR WILL BE HELD SOLELY RESPONSIBLE FOR ANY UNSCHEDULED INTERRUPTION/ LOSS OF SERVICE THAT MAY OCCUR TO ANY EXISTING TENANT AT THIS SITE.

UTILITIES GENERAL NOTES

1. UTILITY POINTS OF SERVICE AND WORK / MATERIALS SHOWN ARE BASED ON PRELIMINARY INFORMATION ONLY. PROVIDED BY THE UTILITY COMPANIES AND ARE FOR BID PURPOSE ONLY.

2. CONTRACTOR SHALL COORDINATE WITH UTILITY COMPANY FOR FINAL AND EXACT WORK / MATERIALS REQUIREMENTS AND CONSTRUCT TO UTILITY COMPANY PLANS AND SPECIFICATIONS ONLY. CONTRACTOR SHALL FURNISH AND INSTALL ALL CONDUIT, PULL WIRES, CABLES, PULLBOXES, CONCRETE ENCASEMENT OF CONDUIT (IF REQUIRED), TRANSFORMER PAD, BARRIERS, POLE RISERS, TRENCHING, BACKFILL, AND PAY ALL UTILITY COMPANY FEES AND INCLUDE ALL REQUIREMENTS IN SCOPE OF WORK.

3. ALL FISH LINE SHALL BE LEFT IN CONDUITS (PVC) FOR FUTURE USE.

ELECTRICAL WIRING AND RACEWAYS

1. WIRING OF ALL KINDS MUST BE INSTALLED IN CONDUIT, UNLESS OTHERWISE NOTED OR APPROVED BY THE ELECTRICAL ENGINEER.

2. ALL WIRING SHALL BE COPPER TYPE THWN AND IN ACCORDANCE WITH THE (NEC) NATIONAL ELECTRICAL CODE OR AS INDICATED ON PLANS.

3. RACEWAYS SHALL BE STEEL GALVANIZED, WITH SIZE AS SPECIFIED AND IN ACCORDANCE WITH THE (NEC) NATIONAL ELECTRICAL CODE UNLESS OTHERWISE NOTED ON PLANS. ALL RACEWAYS SHALL BE APPROVED PRIOR TO INSTALLATION

4. JUNCTION BOXES OR PULL BOXES SHALL MEET (NEC) NATIONAL ELECTRICAL CODE STANDARDS AND AS APPROVED FOR INSTALLATION OF RACEWAYS AND WIRING.

5. THE RACEWAY AND WIRING INSTALLATION SHALL BE GROUNDED PERMANENTLY AND EFFECTIVELY IN ACCORDANCE WITH ARTICLE 250 OF THE (NEC) NATIONAL ELECTRICAL CODES.

ELECTRICAL – GROUNDING SYSTEM

ALL GROUNDING CONDUCTORS SHALL BE #2 SOLID TINNED COPPER, UNLESS OTHERWISE NOTED.

CONDUCTORS ARE TO BE INSTALLED AT 3'–0" FROM SHELTER AND TOWER.

GROUND SYSTEM MUST BE TESTED AND SHALL HAVE A RESISTANCE OF 5 OHMS OR LESS SUBMIT AN INDEPENDENT FALL POTENTIAL TESTING REPORT.

ALL UNDERGROUND GROUNDING CONNECTORS ARE TO BE CADWELDED. ABOVE GRADE GROUNDING SHALL BE EITHER CADWELD OR MECHANICAL, AS SPECIFIED ON DRAWINGS.

ALL GROUNDING INSTALLATION IS TO BE IN ACCORDANCE WITH AT&T STANDARDS AND SUPPLEMENTS PROVIDED BY THE PROJECT MANAGER.

GATE GROUNDING FLEX CONNECTOR: (IF REQUIRED) REF. "CADWELD" CATALOG #A0402 FOR GATE/POST FLEX CONNECTOR (EXAMPLE: PART NO. A239FC25–Y–XL FOR 3" POST).

GROUND RODS SHALL BE INSTALLED VERTICALLY IN THE EXISTING UNDISTURBED EARTH, SPACED 10' ON CENTER. ALL GROUND RODS SHALL BE 5/8" DIA. X 8'–0" LONG COPPERCLAD GROUND RODS UNLESS OTHERWISE NOTED, OR AS APPROVED BY THE FIELD ENGINEER.

ALL EXOTHERMIC CONNECTIONS ON GALVANIZED SURFACES SHALL BE CLEANED THOROUGHLY AND COVERED WITH TWO (2) COATS SHERWIN WILLIAMS GALVITE PAINT 3350W3 (OR EQUAL).

ALL ELECTRICAL AND MECHANICAL GROUND CONNECTIONS WILL HAVE NO OXIDATION COMPOUND APPLIED TO CONNECTION.

THE GROUNDING SYSTEM SHALL BE TESTED AS SPECIFIED IN THE GROUND RESISTANCE TEST.

ALL DETAILS ARE SHOWN IN GENERAL TERMS. ACTUAL GROUNDING INSTALLATION AND CONSTRUCTION MAY VARY DUE TO THE SPECIFIC SITE CONDITIONS.

ALL EXTERIOR GROUNDING AND TOP OF GROUNDING RODS SHALL BE BURIED TO A MINIMUM DEPTH OF 42" BELOW FINISH GRADE. ELECTRIC METER GROUND EXCLUDED.

GENERAL NOTES

PRIOR TO THE SUBMISSION OF BIDS. THE ELECTRICAL CONTRACTOR SHALL VERIFY ALL DETAILS AND SCHEDULES ON THE DRAWINGS AND SPECIFICATIONS PROVIDED BY THE OWNER, FOR MEANING OF ABBREVIATIONS AND ADDITIONAL REQUIREMENTS AND INFORMATION, CHECK ELECTRICAL DRAWINGS FOR SCALE AND REPORT ANY DISCREPANCIES, CONFLICTS, ETC. TO THE OWNER BEFORE SUBMITTING BID.

CONTRACTOR LIABILITY

THE CONTRACTOR SHALL BE LIABLE FOR PROVIDING AND SECURING ALL REQUIRED PERMITS, LICENSES, INSPECTIONS, APPROVALS. AND PAYMENT OF ALL FEES.

THE INSTALLATION SHALL BE IN ACCORDANCE WITH ALL APPLICABLE CODES: STATE, LOCAL, AND NATIONAL. ALL THE DESIGN, PERFORMANCE CHARACTERISTIC METHODS OF CONSTRUCTION OF ALL ITEMS AND EQUIPMENT SHALL BE IN ACCORDANCE WITH THE LATEST ISSUE OF VARIOUS APPLICABLE STANDARD SPECIFICATIONS OF THE FOLLOWING RECOGNIZED AUTHORITIES:

NEC	NATIONAL ELECTRIC CODE
ANSI	AMERICAN NATIONAL STANDARD INSTITUTE
IEEE	INSTITUTE OF ELECTRICAL AND ELECTRONIC ENGINEERS
ASTM	AMERICAN SOCIETY FOR TESTING MATERIALS
NEMA	NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION
UL	UNDERWRITERS LABORATORY, INC.

ELECTRICAL ABBREVIATIONS

ATW	ATTACHED TO WALL	MTD	MOUNTED
C	CONDUIT	MGB	MASTER GROUND BUS BAR
CTW	CLOSE TO WALL	NEC	NATIONAL ELECTRIC CODE
EGB	EXTERNAL GROUND BUS BAR	PB	PULL BOX
EGRE	EMERGENCY GENERATOR RECEPTACLE	PH	PHASE (ø)
FBO	FURNISHED BY OTHERS	PNL	PANEL
GFI	GROUND FAULT INTERRUPTER	RGS	RIGID GALVANIZED STEEL CONDUIT
HP	HORSEPOWER	SW	SWITCH
JB	JUNCTION BOX	TTC	TELEPHONE TERMINAL CABINET
KW	KILOWATTS	V	VOLTS
MAX	MAXIMUM	W	WIRE
MIN	MINIMUM	WM	WATER MAIN
MFR	MANUFACTURER	WP	WEATHERPROOF

at&t

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CHRISTOPHER WZACNY AND ASSOCIATES INC.
30150 TELEGRAPH ROAD, SUITE 114
BINGHAM FARMS, MI 48025
TEL: (248) 723-9516
FAX: (248) 723-4810

REFER TO GRAPHIC SCALE FOR 11"x17" DRAWINGS

MI1727
SITE NAME:
TIM & ANITA PHILLIPS-CANDIDATE A
AT&T FA#: 12908163

6741 SUTTON RD.
WHITMORE LAKE
MI 48189
WASHTENAW COUNTY

REVISIONS

REV	DATE	DESCRIPTION	BY
1	23APR14	REVISIONS	NB
0	17FEB14	FINAL CDS	NB
A	24DEC13	PRELIM CDS 90%	NB

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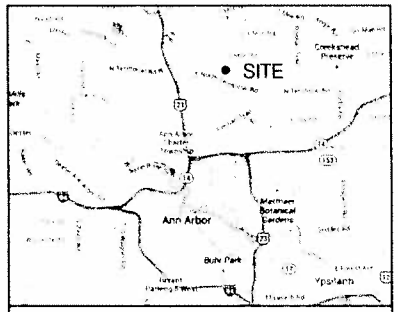
SHEET TITLE:
GENERAL NOTES

PROJECT NO.:
MI1727

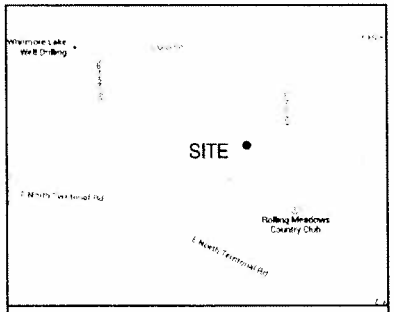
SHEET NUMBER:
N-1

DO NOT SCALE DRAWINGS

NEW SITE BUILD
GOODMAN NETWORKS
SITE #: MI1727
SITE NAME:
TIM & ANITA PHILLIPP-CANDIDATE A
AT&T FA #: 12908163
6741 SUTTON RD.
WHITMORE LAKE, MI 48189



AREA MAP



LOCATION MAP

SITE NAME:		TIM & ANITA PHILLIPP-CANDIDATE A
SITE NUMBER:		MI1727
SITE ADDRESS:		6741 SUTTON RD. WHITMORE LAKE, MI 48189 WASHTENAW COUNTY
LANDLORD:	NAME	AT&T
	ADDRESS	12555 CINGULAR WAY
	CITY, ST	ALPHARETTA, GA 30004
	TELEPHONE	(678)-867-4223
APPLICANT:	NAME	AT&T MOBILITY
	ADDRESS	16025 NORTHLAND DR
	CITY, ST	SOUTHFIELD, MI 48075
	TELEPHONE	(800)-632-2822

PROJECT SUMMARY

SHT NO.	DESCRIPTION
T-1	TITLE SHEET
LS-1	SITE SURVEY
C-1	SITE PLAN
C-1A	ENLARGED SITE PLAN
C-2	EQUIPMENT PLANS
C-3	TOWER ELEVATION
C-4	DETAILS
C-5	DETAILS
C-6	SITE DETAILS
A-1	ANTENNA SCHEDULE AND AZIMUTHS
A-2	COAX DIAGRAM (SECTOR 1)
A-3	COAX DIAGRAM (SECTORS 2 & 3)
A-4	COAX AND WAVEBRIDGE DETAILS
E-1	ELECTRICAL & ONE LINE DIAG.
G-1	GROUNDING PLAN
G-2	GROUNDING SCHEMATIC
G-3	GROUNDING DETAILS AND ELECTRICAL NOTES
N-1	GENERAL NOTES

DRAWING INDEX

LATITUDE: 42° 22' 51.10" N (42.38086°)
LONGITUDE: 83° 42' 23.59" W (-83.70655°)

0. FROM 16025 NORTHLAND DR, SOUTHFIELD, MI 48075
1. HEAD SOUTH ON M-39 / SOUTHFIELD RD
2. TAKE EXIT 11A AND MERGE ONTO I-96 W
3. CONTINUE ONTO M-14 W
4. TAKE EXIT 15 AND TURN RIGHT ONTO GOTFREDSON RD
5. TAKE THE 1ST LEFT ONTO N TERRITORIAL RD
6. TURN LEFT ONTO N TERRITORIAL RD
7. TURN RIGHT ONTO SUTTON RD
SITE ON LEFT

DIRECTIONS TO SITE

BUILDING CODES

MBC: CURRENT EDITION
MBC: USE GROUP: U
MBC: CONSTRUCTION TYPE 1B
NEC: CURRENT ADOPTED EDITION

ELECTRICAL NOTES

SITE IS LESS THAN 3500 SQ. FT.
WITH 200 AMP SERVICE FEEDER.
ALL TELECOM EQUIPMENT IS +24/-48 VOLTS D.C.

AT&T TO INSTALL (1) MONOPOLE AND PLATFORM WITH (6) ANTENNAS. (12) RRHS, (3) DEMARCATION BOXES, (1) FIBER OPTIC CABLE (6) DC POWER CABLES, AND GROUND EQUIPMENT (INSIDE NEW SHELTER) TO A NEW TELECOMMUNICATIONS FACILITY.

FUTURE EQUIPMENT: (3) ANTENNAS, (3) RRHS

PROJECT DESCRIPTION

at&t

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CHRISTOPHER WZACNY AND ASSOCIATES INC.
30150 TELEGRAPH ROAD, SUITE 114
BINGHAM FARMS, MI 48025
TEL: (248) 723-9516
FAX: (248) 723-4810

REFER TO GRAPHIC SCALE FOR 11"x17" DRAWINGS

MI1727
SITE NAME:
TIM & ANITA PHILLIPP-CANDIDATE A
AT&T FA#: 12908163

6741 SUTTON RD.
WHITMORE LAKE
MI 48189
WASHTENAW COUNTY

REVISIONS

REV	DATE	DESCRIPTION	BY
4	30OCT14	REVISIONS	NB
3	03JUN14	SURVEY REVISION	NB
2	27MAY14	REVISIONS	NB
1	23APR14	REVISIONS	NB
0	17FEB14	FINAL CDS	NB
A	24DEC13	PRELIM CDS 90%	NB

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SHEET TITLE:
TITLE SHEET

PROJECT NO.:
MI1727

SHEET NUMBER:
T-1

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Lenore M. Zelenock
C/O PEX
PO Box 441
Whitmore Lake, MI 48189

December 4, 2014

Northfield Township Board Members and Northfield Township Manager
8350 Main Street
Whitmore Lake, MI 48189

Dear Northfield Township Board Members and Northfield Township Manager,

At the meeting which I attended on Tuesday, November 25, 2014 on behalf of People's Express (PEX) to discuss the proposed contract with Northfield Township and PEX to provide transportation assistance to citizens of Northfield Township, there were several questions asked. Below are the questions I documented and the answers.

1) What is the date of the contract?
    a. Added the date to the contract – January 1, 2015 to December 31, 2015
2) Are there grants available to help reduce the cost of rides for the residents going to medical appointments outside of the Urban Area (e.g. Brighton, Howell, and Pinckney)?
    a. There is a grant from MDOT funded by the Federal Government that can help reduce the cost of rides for seniors and disabled individuals going to medical appointments to these areas. The grant will pay 50% of the cost after the rider's cost. Typically, a ride to Brighton cost is around $30. Under this grant the resident could pay $2, the grant could pay $14 and the Township could pay $14.
    b. From this question, I asked the PEX Director if there were any other grants that could be used to assist the residents of Northfield Township other than the ones already discussed. There are no other grants than the ones being discussed.
3) How does the structure work for rides with AAATA and People's Express?
    a. AAATA services the urban area and they do not service outside of that area. If a person calls for a ride from Northfield Township, the AAATA mobility manager will ask the requester to call PEX.

Also, once the contract is signed, PEX will inform the insurance company and a policy with the Township named will be sent to the Township.

In addition, there was one question about Northfield Human Services (NHS). Does NHS get requests for help to pay utility bills?

    a. Yes, NHS does receive requests. If the utility has been shut off, NHS personal will direct the people to contact DHS (Department of Human Service of Washtenaw County). If the bill is less than $500, NHS will give the person the name of establishments that might be willing to assist. Any donations from the establishments are given to NHS on behalf of the individual or family. If the entire bill is not covered, NHS will cover the balance. There are around 10 to 15 requests like this a year.

Thank you for the questions and your time. I look forward to attending the meeting on December 9, 2014. If you have any other questions, please let me know.

Yours Truly,

Lenore M. Zelenock
PEX Board Member
Mobile: 734-395-6983; Email: tlzteam@yahoo.com

CONTRACT

This contract is entered into by Northfield Township (hereinafter referred to as Township) and People's Express of 10 Jennings Road, Whitmore Lake, MI, a non-profit corporation (hereinafter referred to as PEX). This contract begins January 1st, 2015 and expires December 31st, 2015.

1. Purpose

   The purpose of this contract is to provide transportation assistance to citizens of Northfield Township and provide a system for payment for services by users and to provide a mechanism by which the Township can provide assistance to citizens of Northfield Township who require low-cost transportation.

2. Scope and Description of Services

   PEX will perform in a timely fashion for the benefit of the Township, transportation services with an area shown on Exhibit A to this agreement and made part hereof. PEX will at all times maintain its equipment in good mechanical condition in conformity with all applicable safety regulations, and will keep all vans and/or buses in clean condition, subject to inspection by the Township at all times. PEX warrants that it now has and will continue to have during the term of this Agreement all necessary licenses, certification, or other documents required by any governmental agency, federal, state, which authorize or permit the operation of a public transportation service.

   PEX will utilize drivers for this service who are properly qualified and lawfully licensed for the service provided in the vehicles used, and have received appropriate

safety training. Drivers shall display proper courtesy toward passengers and maintain a neat and clear appearance.

PEX shall maintain upon its vans and/or buses appropriate signage or markings indicating that the services "People's Express" is to be identified by users of the service. PEX will abide by the policies and statements set forth in this Agreement and this policy shall not be revised without the written consent of the Township.

3. Terms of Payment Services

The Township shall pay to PEX the sum of $10,000.00 annually. With this contract, PEX can leverage an additional $10,000.00 in federal funds, bringing Township-funded transportation to $20,000.00 annually. The Ann Arbor Area Transportation Authority (AAATA) has provided 2 grants to PEX. The first grant is for medical rides reserved for seniors or persons with disabilities. The second grant is for anyone going to work. These trips may only go to the Ann Arbor-Ypsilanti Urban Area. The cost for these rides will cost Township residents between $5 and $7 each way. There is no cost to the Township for these rides.

4. Legal Standing of the Parties

The parties of this Agreement mutually agree that PEX, as of the date of the Agreement, is not a mass transportation authority as provided under Act 55 of 1963 MCLA 5.3475 eq. seq. It is further agreed, that in the event PEX becomes a regional transportation authority, which expands service to communities bordering the Township with Salem Township, Green Oak Township, Ann Arbor Township, etc., that upon the date of such expansion this Agreement will be renegotiated by the parties to reflect efficiency and reduce the annual costs of the Township by an amount

up to twenty (20%) percent dependent upon the size of the Michigan Department of Transportation grant received. In the event the parties are unable to reach a modified agreement, either party may terminate this Agreement upon ninety (90) days notice to the other.

5. Fares Charged to the General Public

   The parties agree that PEX shall charge any resident of the Township utilizing its services $2.00 for each one-way trip within the Township, and no more than $4.00 per round-trip. Seniors and persons with disabilities will pay $1.00 each way for service.

6. Unavoidable Delay

   In the event of severe weather conditions, road conditions, strikes or conditions totally beyond PEX's reasonable control, PEX shall notify the Township and its appropriate local officials in as much advance as possible of the effect of such conditions on service. PEX shall provide substitute vehicles, which are adequate in its judgment, in the event of mechanical problems or other inability to provide service.

7. Insurance

   PEX shall carry and keep in force a comprehensive general liability insurance policy covering the use, maintenance, and operation of its vehicles in amounts not less than the following:

   One Million ($1,000,000.00) Dollars combined single limit of liability for each occurrence for Bodily Injury Liability and Property Damage Liability.

   Upon execution of this Agreement, PEX shall present certificates for insurance coverage to the Township for its review. PEX shall have the Township named as an

additionally insured on its policies. PEX, its successors, assigns, officers, directors, employees, and agents shall hold the Township and its employees and legal officials harmless from any liabilities, obligations, losses, damages, claims, or costs, including legal fees and expenses incurred by or asserted against PEX resulting from any of the following:

1. Failure of PEX to operate bus service and conformance with law or this contract;
2. Violation of PEX of any of the provisions of this Agreement;
3. Any act or failure by any officers, director, employee, or agent of PEX; and
4. Any injury to a person, loss of life, or loss of destruction of property rising out of or relating to the operation of this service.

PEX will promptly notify the Township in writing of any claim or liability which PEX believes to be covered under this paragraph. PEX shall properly accept tender of defense in connection with any claim or liability which PEX has herein agreed to identify and the Township shall be kept properly informed of the status of the proceedings and shall properly be furnished with copies of all documents filed or service upon Plaintiff's and shall be furnished in advance with copies of all documents for proposed to be filed and served by his defense counsel. In the event of suit, PEX shall not without first obtaining approval of the Township, settle or compromise any claims, suit, or action proceeding in respect to which PEX has agreed in writing in the event there is any prospect that the Township shall be named as Defendant or looked to for any payment of any sum arising out of litigation.

8. Prohibited Interests

The parties to this Agreement certify that no member, officer, or employee of PEX or the Township, having direct or indirect control over this Agreement, shall, during his/her employment or in tenure with the Township, and two (2) years thereafter, shall have any interest direct or indirect in this Agreement or the proceeds of it.

9. Equal Employment Opportunity

In the event of PEX's violation of Federal or State civil rights laws, or allegations of noncompliance with any civil rights regulation shall permit the Township to void this Agreement, and sanctions or penalties if imposed upon the Township shall be the responsibility of PEX. During the performance of this contract, PEX agrees as follows:

1. That it will not discriminate against any employees or applicant for employment because of race, color, religion, sex, national origin, ancestry, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
2. That if it hires additional employees to perform this contract or any portion of it, it will determine the availability, in accordance with the state law, minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are fired in such a way that minorities and women are not underutilized.

3. That in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, national origin, ancestry, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.
4. That it will send to each labor organization or representative of workers, if bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the contractor's obligation under the Department of Human Rights and the Department's Rule and Regulations for the State of Michigan. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules and Regulations, the contractor will promptly so notify the Department of Human Rights and the contracting agency will recruit employees from other sources when necessary to fulfill its obligations under this Agreement.
5. That it will submit reports as required by the State authorizing, furnish all relevant information as may from time to time be requested and all respects comply with the Elliot Larson Act, Rules and Regulations of the Equal Opportunity Commission of the Federal Government.
6. That it will permit access to all relevant books, records, accounts, and work sits by personnel of the City or State of Michigan, for purposes of investigation to ascertain compliance with State law.

10. Notices

All notices required pursuant to this Agreement shall be in writing and shall be served upon the parties at the address listed in this Agreement. Delivery to an officer authorized to receive notices or the mailing of the notice by registered mail, return receipt requested, shall be sufficient notice.

11. Governing Laws

This Agreement shall be interpreted under and governed by the laws of the State of Michigan.

12. Compliance with Laws

PEX agrees to comply with all applicable statues, ordinances, and regulations of the United States and State of Michigan, and units of local government.

13. Headings

The section headings of this Agreement are for convenience and reference only and in no way define, limit, or describe the scope of intent of this Agreement.

In witness, the parties have executed this Agreement on the dates recited below:

PEOPLE'S EXPRESS

By: Douglas Anderson

Its: DIRECTOR

Date: _____

NORTHFIELD TOWNSHIP

By:

Its: SUPERVISOR

Date: _____

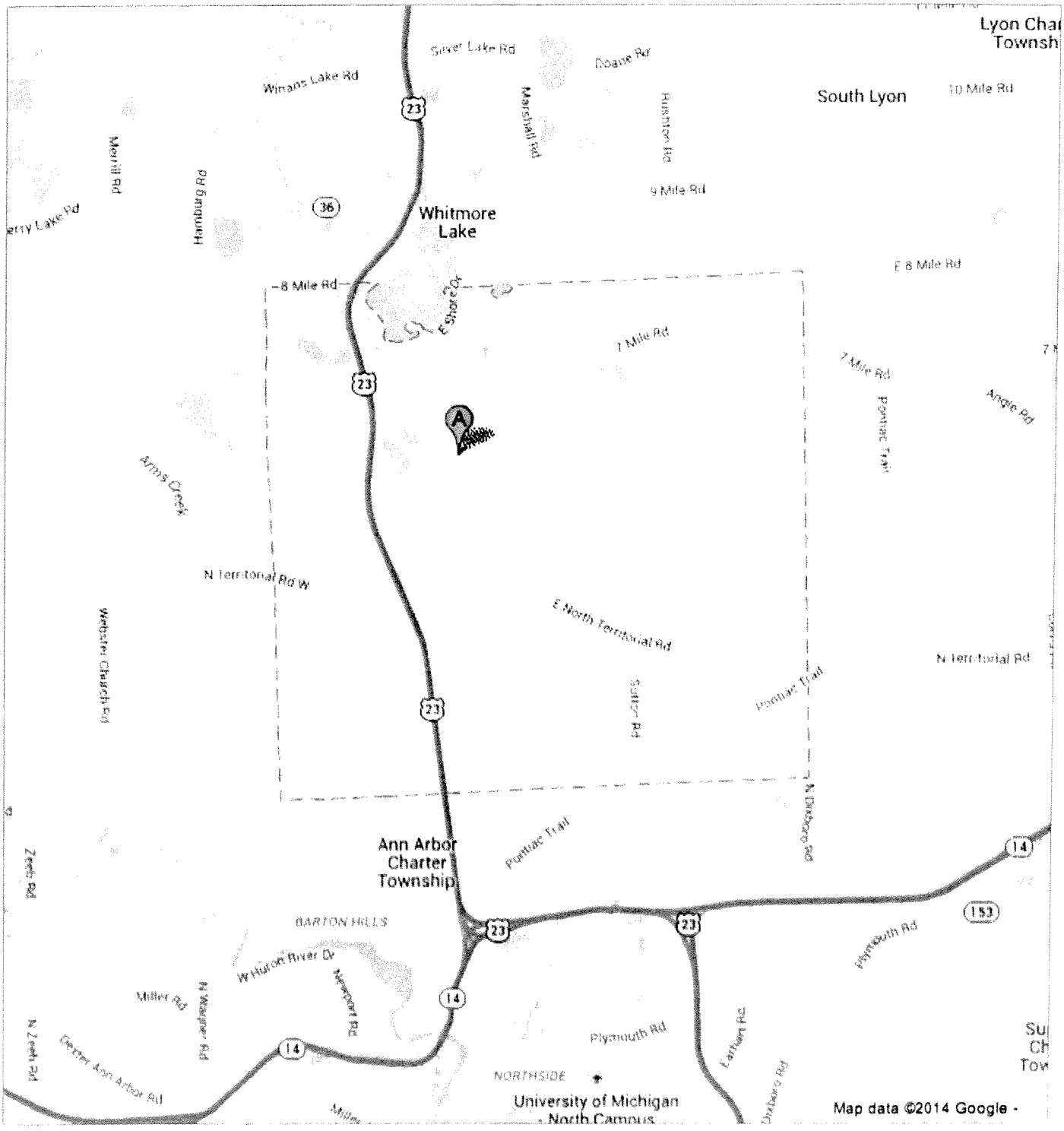
By:

Its: MANAGER

Date: _____

Google **Exhibit A**

To see all the details that are visible on the screen, use the "Print" link next to the map.



NORTHFIELD TOWNSHIP

MEMO

To: Northfield Township Board

From: Howard Fink

Date: 12/4/2014

Re: ZBA and Planning Commission Appointments

Dear Township Board,

We have two terms that are expiring on the Planning Commission, as well as one resignation and two terms expiring on the ZBA that need to be voted on at Tuesday's meeting.

- For the Planning Commission, Marlene Chockley (chair) and Brad Cousino (member) are requesting to be re-appointed.
- For the ZBA, Doug Delfavero (member) and Gary Wellings (alternate) are requesting to be re-appointed.
- For the open position with the ZBA, Greg Kolecki has submitted a letter of interest.

Respectfully Submitted,

Howard Fink

MICHIGAN PLANNING ENABLING ACT (EXCERPT)
Act 33 of 2008

125.3815 Planning commission; membership; appointment; terms; vacancy; representation; qualifications; ex-officio members; board serving as planning commission; removal of member; conditions; conflict of interest; additional requirements.

Sec. 15. (1) In a municipality, the chief elected official shall appoint members of the planning commission, subject to approval by a majority vote of the members of the legislative body elected and serving. In a county, the county board of commissioners shall determine the method of appointment of members of the planning commission by resolution of a majority of the full membership of the county board.

(2) A city, village, or township planning commission shall consist of 5, 7, or 9 members. A county planning commission shall consist of 5, 7, 9, or 11 members. Members of a planning commission other than ex officio members under subsection (5) shall be appointed for 3-year terms. However, of the members of the planning commission, other than ex officio members, first appointed, a number shall be appointed to 1-year or 2-year terms such that, as nearly as possible, the terms of 1/3 of all the planning commission members will expire each year. If a vacancy occurs on a planning commission, the vacancy shall be filled for the unexpired term in the same manner as provided for an original appointment. A member shall hold office until his or her successor is appointed.

(3) The membership of a planning commission shall be representative of important segments of the community, such as the economic, governmental, educational, and social development of the local unit of government, in accordance with the major interests as they exist in the local unit of government, such as agriculture, natural resources, recreation, education, public health, government, transportation, industry, and commerce. The membership shall also be representative of the entire territory of the local unit of government to the extent practicable.

(4) Members of a planning commission shall be qualified electors of the local unit of government, except that the following number of planning commission members may be individuals who are not qualified electors of the local unit of government but are qualified electors of another local unit of government:

(a) 3, in a city that on September 1, 2008 had a population of more than 2,700 but less than 2,800.

(b) 2, in a city or village that has, or on September 1, 2008 had, a population of less than 5,000, except as provided in subdivision (a).

(c) 1, in local units of government other than those described in subdivision (a) or (b).

(5) In a township that on September 1, 2008 had a planning commission created under former 1931 PA 285, 1 member of the legislative body or the chief elected official, or both, may be appointed to the planning commission, as ex officio members. In any other township, 1 member of the legislative body shall be appointed to the planning commission, as an ex officio member. In a city, village, or county, the chief administrative official or a person designated by the chief administrative official, if any, the chief elected official, 1 or more members of the legislative body, or any combination thereof, may be appointed to the planning commission, as ex officio members, unless prohibited by charter. However, in a city, village, or county, not more than 1/3 of the members of the planning commission may be ex officio members. Except as provided in this subsection, an elected officer or employee of the local unit of government is not eligible to be a member of the planning commission. The term of an ex officio member of a planning commission shall be as follows:

(a) The term of a chief elected official shall correspond to his or her term as chief elected official.

(b) The term of a chief administrative official shall expire with the term of the chief elected official that appointed him or her as chief administrative official.

(c) The term of a member of the legislative body shall expire with his or her term on the legislative body.

(6) For a county planning commission, the county shall make every reasonable effort to ensure that the membership of the county planning commission includes a member of a public school board or an administrative employee of a school district included, in whole or in part, within the county's boundaries. The requirements of this subsection apply whenever an appointment is to be made to the planning commission, unless an incumbent is being reappointed or an ex officio member is being appointed under subsection (5).

(7) Subject to subsection (8), a city or village that has a population of less than 5,000, and that has not created a planning commission by charter, may by an ordinance adopted under section 11(1) provide that 1 of the following boards serve as its planning commission:

(a) The board of directors of the economic development corporation of the city or village created under the economic development corporations act, 1974 PA 338, MCL 125.1601 to 125.1636.

(b) The board of a downtown development authority created under 1975 PA 197, MCL 125.1651 to 125.1681, if the boundaries of the downtown district are the same as the boundaries of the city or village.

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(c) A board created under the tax increment finance authority act, 1980 PA 450, MCL 125.1801 to 125.1830, if the boundaries of the authority district are the same as the boundaries of the city or village.

(8) Subsections (1) to (5) do not apply to a planning commission established under subsection (7). All other provisions of this act apply to a planning commission established under subsection (7).

(9) The legislative body may remove a member of the planning commission for misfeasance, malfeasance, or nonfeasance in office upon written charges and after a public hearing. Before casting a vote on a matter on which a member may reasonably be considered to have a conflict of interest, the member shall disclose the potential conflict of interest to the planning commission. The member is disqualified from voting on the matter if so provided by the bylaws or by a majority vote of the remaining members of the planning commission. Failure of a member to disclose a potential conflict of interest as required by this subsection constitutes malfeasance in office. Unless the legislative body, by ordinance, defines conflict of interest for the purposes of this subsection, the planning commission shall do so in its bylaws.

(10) An ordinance creating a planning commission may impose additional requirements relevant to the subject matter of, but not inconsistent with, this section.

History: 2008, Act 33, Eff. Sept. 1, 2008;—Am. 2010, Act 105, Imd. Eff. June 29, 2010.

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MICHIGAN ZONING ENABLING ACT (EXCERPT)
Act 110 of 2006

125.3601 Zoning board of appeals; appointment; procedural rules; membership; composition; alternate member; per diem; expenses; removal; terms of office; vacancies; conduct of meetings; conflict of interest.

Sec. 601. (1) A zoning ordinance shall create a zoning board of appeals. A zoning board of appeals in existence on June 30, 2006 may continue to act as the zoning board of appeals subject to this act. Subject to subsection (2), members of a zoning board of appeals shall be appointed by majority vote of the members of the legislative body serving.

(2) The legislative body of a city or village may act as a zoning board of appeals and may establish rules to govern its procedure as a zoning board of appeals.

(3) A zoning board of appeals shall be composed of not fewer than 5 members if the local unit of government has a population of 5,000 or more or not fewer than 3 members if the local unit of government has a population of less than 5,000. The number of members of the zoning board of appeals shall be specified in the zoning ordinance.

(4) In a county or township, 1 of the regular members of the zoning board of appeals shall be a member of the zoning commission, or of the planning commission if the planning commission is functioning as the zoning commission. In a city or village, 1 of the regular members of the zoning board of appeals may be a member of the zoning commission, or of the planning commission if the planning commission is functioning as the zoning commission, unless the legislative body acts as the zoning board of appeals under subsection (2). A decision made by a city or village zoning board of appeals before February 29, 2008 is not invalidated by the failure of the zoning board of appeals to include a member of the city or village zoning commission or planning commission, as was required by this subsection before that date.

(5) The remaining regular members of a zoning board of appeals, and any alternate members under subsection (7), shall be selected from the electors of the local unit of government residing within the zoning jurisdiction of that local unit of government or, in the case of a county, residing within the county but outside of any city or village. The members selected shall be representative of the population distribution and of the various interests present in the local unit of government.

(6) Subject to subsection (2), 1 regular or alternate member of a zoning board of appeals may be a member of the legislative body. Such a member shall not serve as chairperson of the zoning board of appeals. An employee or contractor of the legislative body may not serve as a member of the zoning board of appeals.

(7) The legislative body may appoint to the zoning board of appeals not more than 2 alternate members for the same term as regular members. An alternate member may be called as specified in the zoning ordinance to serve as a member of the zoning board of appeals in the absence of a regular member if the regular member will be unable to attend 1 or more meetings. An alternate member may also be called to serve as a member for the purpose of reaching a decision on a case in which the member has abstained for reasons of conflict of interest. The alternate member appointed shall serve in the case until a final decision is made. An alternate member serving on the zoning board of appeals has the same voting rights as a regular member.

(8) A member of the zoning board of appeals may be paid a reasonable per diem and reimbursed for expenses actually incurred in the discharge of his or her duties.

(9) A member of the zoning board of appeals may be removed by the legislative body for misfeasance, malfeasance, or nonfeasance in office upon written charges and after a public hearing. A member shall disqualify himself or herself from a vote in which the member has a conflict of interest. Failure of a member to disqualify himself or herself from a vote in which the member has a conflict of interest constitutes malfeasance in office.

(10) The terms of office for an appointed member of the zoning board of appeals shall be 3 years, except for a member serving because of his or her membership on the zoning commission or legislative body, whose term shall be limited to the time he or she is a member of that body. When members are first appointed, appointments may be for less than 3 years to provide for staggered terms. A successor shall be appointed not more than 1 month after the term of the preceding member has expired.

(11) A vacancy on the zoning board of appeals shall be filled for the remainder of the unexpired term in the same manner as the original appointment.

(12) A zoning board of appeals shall not conduct business unless a majority of the regular members of the zoning board of appeals are present.

(13) A member of the zoning board of appeals who is also a member of the zoning commission, the planning commission, or the legislative body shall not participate in a public hearing on or vote on the same matter that the member voted on as a member of the zoning commission, the planning commission, or the

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legislative body. However, the member may consider and vote on other unrelated matters involving the same property.

History: 2006, Act 110, Eff. July 1, 2006;—Am. 2008, Act 12, Imd. Eff. Feb. 29, 2008;—Am. 2010, Act 330, Imd. Eff. Dec. 21, 2010.

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November 17, 2014

Howard Fink-Township Manager
Northfield Township

RE: ZBA Board Vacancy

I wish to be considered for the vacancy on the Northfield Township ZBA Board.

My occupation involves me in major and minor construction projects where I work with architects, code officials, engineers, all trade groups, financial institutions and owners to successful completions. These experiences provide me with the skills to deal with issues and people with patience, tact and diplomacy.

I have included a copy of my resume for your review.

Thank you for your time and I look forward to hearing from the Board.

Best Regards,

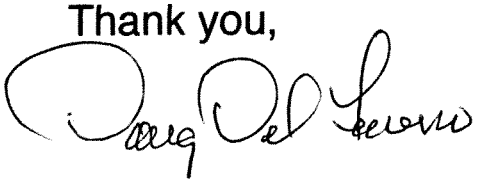
Gregory Kolecki
5959 Sutton
734-665-9228
gkole@charter.net

November 14, 2014

Madam Supervisor,

I Doug Del Favero, am currently a member of the Northfield Township Zoning Board of Appeals. My term expires December of 2014. I am requesting that you and The Township Board re-appoint me to that position. It has been and will be my honor to serve this community.

Thank you,



Doug Del Favero

2665 5 Mile Road
South Lyon, Michigan 48178
November 20, 2014

Ms. Marilyn Engstrom
Northfield Township Supervisor
8350 Main Street
Whitmore Lake, Michigan 48189

Dear Ms. Engstrom:

My three-year term on the Northfield Township Planning Commission expires at the end of December and I am writing to express my sincere hope to continue to serve the people of Northfield Township for another term. I believe my experience and knowledge are vital as the improving economy provides development opportunities for the Township.

I have been chair of the Planning Commission for the last five years. During that time the commission has tackled many major projects of importance to the future well-being of the township.

- The site plan review process has been updated and clarified to improve customer experience.
- The Master Plan has been completely rewritten and subsequently amended in the US 23 North Territorial area to expand the mixed use designation.
- We completed of a set of three new zoning districts for the downtown Whitmore Lake area to help spur its revitalization.
- The open space ordinance has been rewritten and adopted.
- We have revised well over a dozen Articles to update them to current standards and community desires, such as the bed and breakfast and sign ordinances.
- We completed the Capital Improvement Plan in 2012 to bring us into compliance with state law requiring that the planning commission produce a document to assist the Board of Trustees with planning for capital expenditures. I anticipate this to be revised in next year in light of the recent information on the sewer system and make it current.

For the new members of the Board of Trustees, I would like to highlight my background as a very active county commissioner from 1995 to 2000. Many of the boards on which I served dealt with land use and development issues. These committees ranged from the SEMCOG DataCenter Advisory Committee (vice chair and then chair), the Agricultural Lands and Open Space Task Force (member), Washtenaw County Road Study Committee (chair), and Sustainable Washtenaw (member of the Transportation Sub-group). I also have a solid grasp of how development will affect the community as the population ages from serving on the Michigan Association of Counties Human Services Committee and the Michigan Association for Local Public Health.

I am currently vice-chair of the Washtenaw County Board of Canvassers. Thank you for the recent appointment to the Huron River Watershed Council.

It would be an honor to serve the community as a planning commissioner for another term. I would be happy to provide any other information that you or the Board might need.

Thank you again for your kind consideration.

Sincerely,

Marlene Chockley
chockleym@twp.northfield.mi.us
734 730-0795

Planning Commission Members

Marlene Chockley, Chair (Term expires December 2014)
Janet Chick, Vice Chair/Twp. Board Rep (Term expires November 2016)
Ken Dignan, Secretary/ZBA Rep (Term expires December 2016)
Sam Iaquinto, Member (Term expires December 2015)
Brad Cousino, Member (Term expires December 2014)
Larry Roman, Member (Term expires December 2015)
Mark Stanalajczo, Member (Term expires December 2016)

ZBA Members

Ken Dignan, Chair (Term expires December 2015)
Athena Trentin, Vice Chair (Term expires December 2015) - Vacant
Tim Anderson, Secretary (Term expires December 2015)
Jackie Otto, Member/Township Board Rep. (Term expires November 2016)
Doug Delfavero, Member (Term expires December 2014)
Alternate, Gary Wellings (Term expires December 2014)

NORTHFIELD TOWNSHIP

MEMO

To: Northfield Township Board

From: Howard Fink

Date: 12/4/2014

Re: Board of Review Resignations

Dear Township Board,

All terms on the Board of Review will expire as of 12/31/14. Two Board of Review Members have submitted resignation letters to be voted on by the Township Board. Robert Camron submitted his resignation on 11/24/14, effective immediately. Jim Purrington is requesting resignation effective at the end of his term, 12/31/14. December Board of Review is scheduled for December 9, and we will have a sufficient number of members available at that time. Should the Board choose to accept the two resignations, we will need to fill the open positions and vote on re-appointments prior to Board of Review in March, 2015.

Respectfully Submitted,

Howard Fink

November 24, 2014

Subject: Resignation from Board of Review

To: Marilyn Engstropm, Township Supervisor
Howard Fink, Township Manager
Kathleen Manley, Assistant to the Assessor

It has been my pleasure to serve on the Board of Review for the past 3 years. Please accept my immediate resignation as I can no longer at this time continue to serve Northfield Township as a member of the BOA. My life, like everyone, has undergone changes. These changes will not allow me to fulfill the obligations necessary to properly serve the BOA.

I would also like to acknowledge that the people that I have served with on past and the current BOR have been of excellent character. The township has been fortunate to have people of their caliber to serve.

Respectfully.

Bob Camron

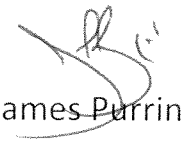
Robert Camron

CC. Angela Westover, Clerk
Kathy Braun, Treasurer
Janet Chick, Trustee
Wayne Dockett, Trustee
Jacki Otto, Trustee
Tracy Thomas, Trustee

12/4/2014

This is to inform the Northfield Township Board of Review that I no longer will serve on the Board of review as of 12/31/2014

Thank You,



James Purrington