

NORTHFIELD TOWNSHIP

MEMO

To: Northfield Township Board
From: Jennifer Carlisle
Date: 7/10/2017
Re: Open Bills Report

Dear Township Board,

Here is the "OPEN" bills report for all of the bills that came in while I was out last week. These bills, in addition to the bills listed on the 6/29/17 "OPEN" report, need to be approved for payment.

Sincerely,

Jennifer Carlisle
Administrative Assistant

7/10/17
OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-123	PREPAID EXPENSES	BERENDS HENDRICKS STUIT	PAR PLAN RENEWAL EFFECTIVE 7/1/17	110,612.00	
Total For Dept 000				110,612.00	
Dept 215 CLERK					
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES JANUARY 2017	170.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES FEBRUARY 2017	170.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES MARCH 2017	170.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES APRIL 2017	255.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES MAY 2017	680.00	
101-215-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES JUNE 2017	255.00	
Total For Dept 215 CLERK				1,700.00	
Dept 253 TREASURER					
101-253-803	LEGAL	PAUL E BURNS	LEGAL SERVICES FOR JUNE 2017	500.00	
101-253-860	FUEL & MILEAGE	DAWN SAMFILIPPO	MILEAGE TO BANK & POST OFFICE 5/4/17-	43.82	
Total For Dept 253 TREASURER				543.82	
Dept 265 HALL AND GROUNDS					
101-265-727		ARBOR SPRINGS WATER CO I	2 - 5 GAL ARTESIAN WATER & RENTAL FEE	13.00	
101-265-816	GROUND/CLEANG/JANITORL SERVIC	J & M LANDSCAPING	LAWN MAINTENANCE APRIL-JUNE 2017	2,165.00	
101-265-816	GROUND/CLEANG/JANITORL SERVIC	J & M LANDSCAPING	WEEDING, MULCH, HEDGE TRIMMING MAY-JU	1,500.00	
101-265-850	COMMUNICATION	CHARTER COMMUNICATIONS	PSB & OFFICE PHONES 7/7/17-8/6/17	159.96	
101-265-920	UTILITIES	DTE ENERGY	66 6 MILE RD #SIREN 6/2/17-6/30/17	15.92	
101-265-930		MICRO TECH SERVICES INC	OFFICE ANTI-VIRUS MGMT 7/1/17-7/31/17	164.90	
101-265-940		ARBOR SPRINGS WATER CO I	2 - 5 GAL ARTESIAN WATER & RENTAL FEE	14.00	
101-265-940	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	COPIER LEASES JUNE 2017	191.01	
Total For Dept 265 HALL AND GROUNDS				4,223.79	
Dept 270 LEGAL/PROFESSIONAL					
101-270-803	LEGAL	PAUL E BURNS	LEGAL SERVICES FOR JUNE 2017	6,866.80	
101-270-927	ALLOCATE TO DEPARTMENTS	PAUL E BURNS	LEGAL SERVICES FOR JUNE 2017	(3,800.00)	
Total For Dept 270 LEGAL/PROFESSIONAL				3,066.80	
Dept 412 PLANNING/ZONING DEPT					
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES JANUARY 2017	170.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES FEBRUARY 2017	170.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES MARCH 2017	170.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES APRIL 2017	170.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES MAY 2017	85.00	
101-412-723	RECORD SEC	JAMES NELSON	VIDEO SERVICES JUNE 2017	85.00	
101-412-860	FUEL & MILEAGE	MICHAEL A. RANKIN	CODE ENFORCEMENT MILEAGE JUNE 2017	56.23	
Total For Dept 412 PLANNING/ZONING DEPT				906.23	
Dept 448 STREET LIGHTS					
101-448-920	UTILITIES	DTE ENERGY	STREET LIGHTS 6/1/17-6/30/17	3,027.30	
Total For Dept 448 STREET LIGHTS				3,027.30	
Dept 449 ROAD WORK					
101-449-929	GRANT EXPENSE	FONSON COMPANY, INC.	NON-MOTORIZED PATH PHASE 3 PAYMENT 2	76,510.62	
Total For Dept 449 ROAD WORK				76,510.62	
Dept 666 COMMUNITY CENTER					
101-666-816	GROUND/CLEANG/JANITORL SERVIC	J & M LANDSCAPING	LAWN MAINTENANCE APRIL-JUNE 2017	225.00	

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP
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 BOTH JOURNALIZED AND UNJOURNALIZED OPEN
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 666 COMMUNITY CENTER					
101-666-816	GROUNDS/CLEANG/JANITORL SERVIC	J & M LANDSCAPING	WEEDING, MULCH, HEDGE TRIMMING MAY-JU	300.00	
101-666-920	UTILITIES	CONSTELLATION ENERGY SER	ELECTRIC SUPPLY 5/24/17-6/23/17 8350	71.44	
101-666-930	REPAIRS & MAINTENANCE	MICRO TECH SERVICES INC	COM CTR ANTIVIRUS MGMT 7/1/17-7/31/17	15.30	
101-666-940	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	COPIER LEASES JUNE 2017	179.58	
Total For Dept 666 COMMUNITY CENTER				791.32	
Dept 753 RECREATION BOARD					
101-753-727	SUPPLIES	J & M LANDSCAPING	LAWN MAINTENANCE APRIL-JUNE 2017	50.00	
101-753-727	SUPPLIES	J & M LANDSCAPING	WEEDING, MULCH, HEDGE TRIMMING MAY-JU	150.00	
101-753-931	PARK MAINITENANCE	WASTE MANAGEMENT OF MI	BARK PARK WASTE REMOVAL 7/1/17-7/31/1	15.00	
Total For Dept 753 RECREATION BOARD				215.00	
Total For Fund 101 GENERAL FUND				201,596.88	
Fund 207 LAW ENFORCEMENT FUND					
Dept 270 LEGAL/PROFESSIONAL					
207-270-803	LEGAL	PAUL E BURNS	LEGAL SERVICES FOR JUNE 2017	3,300.00	
Total For Dept 270 LEGAL/PROFESSIONAL				3,300.00	
Dept 301 OPERATING COSTS					
207-301-727		ARBOR SPRINGS WATER CO I	PD 4 - 5 GAL ARTESIAN WATER & RENTAL	40.00	
207-301-930	REPAIRS & MAINTENANCE	MICRO TECH SERVICES INC	PD MTS MANAGED SERVICES 7/1/17-7/31/1	55.70	
207-301-940	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	COPIER LEASES JUNE 2017	217.39	
207-301-972	COMPUTER	DELL FINANCIAL SERVICES	LEASE 7/26/17-8/25/17	318.63	
Total For Dept 301 OPERATING COSTS				631.72	
Dept 333 TRANSPORTATION					
207-333-930	REPAIRS & MAINTENANCE	VAL'S SERVICE STATION	2015 TAURUS REPLACE BENT WHEEL & BALA	197.88	
Total For Dept 333 TRANSPORTATION				197.88	
Total For Fund 207 LAW ENFORCEMENT FUND				4,129.60	
Fund 216 MEDICAL RESCUE FUND					
Dept 301 OPERATING COSTS					
216-301-727	SUPPLIES	ARBOR SPRINGS WATER CO I	FD 2 - 5 GAL ARTESIAN WATER	13.00	
216-301-930	REPAIRS & MAINTENANCE	MICRO TECH SERVICES INC	FD MTS MANAGED SERVICES 7/1/17-7/31/1	20.40	
216-301-972	COMPUTER	DELL FINANCIAL SERVICES	LEASE 7/26/17-8/25/17	318.63	
Total For Dept 301 OPERATING COSTS				352.03	
Dept 333 TRANSPORTATION					
216-333-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - FD	FUEL, TIRE SHINE, WHEEL CLEANER	27.11	
216-333-930	REPAIRS & MAINTENANCE	CARQUEST AUTO PARTS - FD	E8-2 EXHAUST CONNECTOR & CLAMP	16.37	
Total For Dept 333 TRANSPORTATION				43.48	
Total For Fund 216 MEDICAL RESCUE FUND				395.51	
Fund 230 DONATION FUND					
Dept 301 OPERATING COSTS					
230-301-905	BARK PARK	J & M LANDSCAPING	LAWN MAINTENANCE APRIL-JUNE 2017	70.00	
Total For Dept 301 OPERATING COSTS				70.00	
Total For Fund 230 DONATION FUND				70.00	
Fund 370 PUBLIC SAFETY BLDG DEBT FD					

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 370 PUBLIC SAFETY BLDG DEBT FD					
Dept 301 OPERATING COSTS					
370-301-816	GROUNDS/CLEANG/JANITORL SERVIC	J & M LANDSCAPING	LAWN MAINTENANCE APRIL-JUNE 2017	450.00	
370-301-816	GROUNDS/CLEANG/JANITORL SERVIC	J & M LANDSCAPING	WEEDING, MULCH, HEDGE TRIMMING MAY-JU	1,965.00	
370-301-850	COMMUNICATION	AT&T	ELEVATOR PHONE 5/26/17-6/25/17	78.14	
370-301-850	COMMUNICATION	CHARTER COMMUNICATIONS	PSB & OFFICE PHONES 7/7/17-8/6/17	119.97	
370-301-920	UTILITIES	CONSTELLATION ENERGY SER	ELECTRIC SUPPLY 5/24/17-6/23/17 8350	2,428.22	
370-301-930	REPAIRS & MAINTENANCE	BRIGHTON CLEANING SUPPLI	DUR-A-THANE	283.50	
370-301-930	REPAIRS & MAINTENANCE	GRAINGER, INC.	PLEATED FILTERS	145.69	
370-301-930	REPAIRS & MAINTENANCE	GRAINGER, INC.	PLEATED FILTERS	308.52	
Total For Dept 301 OPERATING COSTS				5,779.04	
Total For Fund 370 PUBLIC SAFETY BLDG DEBT FD				5,779.04	
Fund 571 WASTEWATER TREATMENT FUND					
Dept 301 OPERATING COSTS					
571-301-740	OPERATING SUPPLIES	ALEXANDER CHEMICAL CORP	FERRIC CHLORIDE	5,276.60	
571-301-740	OPERATING SUPPLIES	ELHORN ENGINEERING CO.	EL-CHLOR 5 GAL CARBOY	220.00	
571-301-740	OPERATING SUPPLIES	NCL OF WISCONSIN, INC.	CHEMICALS	583.79	
571-301-819	COLLECTION SYS ANNUAL MAINT	ETNA SUPPLY CO	BOLT DOWN LID, FRAME & MTR3"-OMNI T2-	2,666.00	
571-301-850	COMMUNICATION	CHARTER COMMUNICATIONS	WWTP PHONE & INTERNET 7/6/17-8/5/17	264.93	
571-301-920	UTILITIES	ADVANCED DISPOSAL	WWTP TRASH REMOVAL 7/1/17-9/30/17	216.00	
571-301-920	UTILITIES	CONSTELLATION ENERGY SER	11591 N SHORE ELECTRIC SUPPLY 5/24/17	12.13	
571-301-920	UTILITIES	CONSTELLATION ENERGY SER	ELECTRIC SUPPLY 5/24/17-6/23/17 8350	82.84	
571-301-920	UTILITIES	CONSTELLATION ENERGY SER	ELECTRIC SUPPLY 5/24/17-6/23/17 10201	63.79	
571-301-920	UTILITIES	CONSTELLATION ENERGY SER	ELECTRIC SUPPLY 5/23/17-6/22/17 10597	8,791.61	
571-301-920	UTILITIES	CONSTELLATION ENERGY SER	ELECTRIC SUPPLY 5/24/17-6/23/17 11502	94.11	
571-301-920	UTILITIES	CONSTELLATION ENERGY SER	ELECTRIC SUPPLY 5/24/17-6/23/17 925 8	951.38	
571-301-930	REPAIRS & MAINTENANCE	BOULLION SALES, INC.	330 PSI 3.2 GPM	792.04	
571-301-940	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	COPIER LEASES JUNE 2017	131.22	
Total For Dept 301 OPERATING COSTS				20,146.44	
Total For Fund 571 WASTEWATER TREATMENT FUND				20,146.44	

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Fund Totals:

Fund 101 GENERAL FUND	201,596.88
Fund 207 LAW ENFORCEME	4,129.60
Fund 216 MEDICAL RESCU	395.51
Fund 230 DONATION FUND	70.00
Fund 370 PUBLIC SAFETY	5,779.04
Fund 571 WASTEWATER TR	20,146.44
Total For All Funds:	232,117.47

Northfield Township Community Center
Monthly Report
June 2017
Tami Averill, Director

I. June Overview

The Senior Nutrition program continues to run smoothly. We have 99 registered seniors, with 10 to 16 attending on a daily basis in June. Lunches are served on Mondays, Wednesdays and Fridays at 12:15p.m.

THANK YOU to our Senior Lunch Volunteers – Louisa DeFilippi, Linda Hartley, Ernestine Hogston, Alyssa Jones, Betty Jones, Kristina Kelley, Debbie Leibert, Christine Miles, Karen Neigebauer, Donn Sleek, Chuck Steuer, Ann Thompson, and Curtis Ward. They always do a great job!

A big thank you to our volunteers – Angela Brown, Denise Creque, Peggy Friscia, Ruth Hague, Linda Hartley, Cindy Hogston, Ernestine Hogston, Betty Jones, Alyssa Jones, Kristina Kelley, Phyllis Lindblade, Donn Sleek, Ann Thompson, Curtis Ward, - for the work they contributed in June. Their hard work is always appreciated.

Program planning is ongoing. Preparations continued for the 4th of July Parade participation and our annual Root Beer Float Social. I am also working on scheduling a fall health fair, a craft show, and working on all of our traditional holiday events as well as new program ideas. Line Dancing will be added to the schedule beginning in July.

I continue to attend and keep minutes for the Parks & Recreation Board meetings.

II. Program Evaluation

a. On-Going Services

Lisa Abrams continues to offer reflexology sessions and therapeutic foot baths on Tuesday and Thursday afternoons and Wednesday evenings. She had no clients this month.

Dr. Anthony Mastrogiacomo from South Lyon Foot & Ankle Specialists continues to offer senior foot care every other month. He had 6 patients in June.

The Medical Loan Closet continues to be available to the community. Twenty-nine items were loaned in June. We received donations of 2 walkers, 2 sets of crutches, and several miscellaneous items.

Acupuncture therapy continues to be popular, with 12 people participating each week in June. Licensed Acupuncturist, Ron Hough, is at the Center from 4:00p.m. to 6:00p.m. for walk-in visits on Thursday afternoons.

The Kidney Foundation of Michigan's "My Choice, My Health: Prediabetes Prevention" program's participants held their monthly meeting on June 20. 7 participants were treated to a special fitness class.

The Blood Pressure Self-monitoring Program presented by the Ann Arbor YMCA, held its monthly meeting on June 14. Six participants learned about Low sodium

food substitutes and swaps to help make their recipes healthier. There were 6 people in attendance.

b. **Classes**

Chair Yoga (6-10 participants/week) continued on Tuesdays.

Gentle Yoga on Wednesday evenings has 6 to 8 participants each week.

Exercise with Becky (Tues. & Thurs.) has 10 to 12 participants each day.

Tai Chi remains on hiatus while the instructor recovers from recent surgery.

The spring session of MAH Fitness began on May 4 and runs through July 6. There are 6 people participating.

The Primitive Rug Hooking class continues with 3 students.

Meditation class is taking the summer off. They will return in September.

c. **On-Going Activities**

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

Mah Jongg Mondays continue with 4 to 7 people participating each week.

The Knit, Crochet, Craft group meets every Friday from 11:30a.m. to 1:30p.m. 5 to 7 people attended each week in June.

The Whitmore Lake Portrait Group is in every Monday afternoon. Ten to twelve artists attend each week. The art gallery that showcases their art continues to be popular with our guests.

Kiwanis continues to hold their regular meetings and Board meetings at the Community Center.

d. **Special Events**

Five people attended the Grown-ups Can Color, Too party in June.

Four people enjoyed Downton Abbey Revisited.

Pharmacist, Betty Chaffee, joined us on June 7 for a program on June 7. Twelve people attended and learned about what questions to ask your doctor regarding your medications. Betty will be returning in July to offer personalized medication checks.

Twenty-five people enjoyed "Finding Dory" at our kick-off night for "Movies Under the Stars" on June 14. Our next presentation will take place on July 14. The featured movie will be "Trolls."

There was a special presentation by the Foster Grandparent Program on June 21. Ten people attended.

Eight people attended a presentation, "Emergency Preparedness for Seniors," by interns from the Washtenaw County Public Health Department on June 28. The

presenters provided handouts and much good information on how to prepare for emergency situations and evacuations.

Twenty-five people joined us for Pizza & a Movie on June 30. Everyone enjoyed "Up."

Four people attended the "Intro to Essential Oils" class on June 27.

Eight people attended our Kids Coloring Parties in June.

We also served as a host site for a small (six participants) Summer Camp program on June 17. They made a donation to help support Community Center programs.