

HOWELL TOWNSHIP BOARD MEETING

3525 Byron Road  
Howell, MI 48855  
December 9, 2019  
6:30 P.M.

1. Call to Order:
2. Roll Call:           Mike Coddington   ( )           Jeff Smith       ( )  
                          Jean Graham       ( )           Harold Melton   ( )  
                          Jonathan Hohenstein ( )           Evan Rudnicki   ( )  
                          Matthew Counts   ( )
3. Pledge of Allegiance:
4. Call to the Board:
5. Approval of the Minutes:  
A. Regular Board Meeting October 14, 2019  
B. Closed Session Meeting October 14, 2019  
    No minutes for November – Meeting postponed due to weather
6. Correspondence:
7. Unfinished Business:
8. Call to the Public:
9. New Business:  
A. 2019-2020 Financial Report and Budget Amendment  
B. Oblique Aerial Imagery Proposal  
C. John Gray Application Waiver – Charges?  
D. Approval of Meeting Calendars for 2020  
E. Annual Sewer/Water Connection Fees  
F. Non-Motorized Plan  
G. Collection Summer School Taxes  
    1) Fowlerville Community Schools, Resolution #12.19.471  
    2) Howell Public Schools, Resolution #12.19.472  
    3) LESA, Resolution #12.19.453  
H. Set Public Hearing – IFT- Smart Label Solutions LLC  
I. ZBA Resignation - Kim Babcock  
J. Code Enforcer Officer
10. Reports:  
A. Supervisor   B. Treasurer   C. Clerk       D. Zoning  
E. Assessing   F. Fire Authority G. MHOG       H. Planning Commission  
I. Z B A        J. WWTP       K. HAPRA      L. Property Committee
11. Call to the Public:
12. Disbursements:  
Regular and Check Register (November and December Reports)
13. Adjournment:

# AGENDA ITEM

5A

**HOWELL TOWNSHIP BOARD REGULAR MEETING  
MINUTES**

3525 Byron Road  
Howell, MI 48855  
October 14, 2019  
6:30 P.M.

**MEMBERS PRESENT:**

Mike Coddington	Supervisor
Jean Graham	Clerk
Jonathan Hohenstein	Treasurer
Matthew Counts	Trustee
Harold Melton	Trustee
Evan Rudnicki	Trustee

**MEMBERS ABSENT:**

Jeff Smith	Trustee
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Supervisor Coddington called the meeting to order at 6:30 p.m. The roll was called.

All rose for the Pledge of Allegiance.

**APPROVAL OF THE AGENDA:**

OCTOBER 14 2019

**MOTION** by Hohenstein, seconded by Counts, **"TO APPROVE THE OCTOBER 14, 2019 AGENDA AS AMENDED: MOVE JOHN MILLS DISCUSSION TO CLOSED SESSION, ITEM 7B AND THEN REMOVE ITEM 8."** Discussion followed. Motion carried.

**SEPTEMBER 9, 2019 MEETING MINUTES:**

A. REGULAR BOARD MEETING MINUTES - **MOTION** by Melton, seconded by Hohenstein, **"TO APPROVE THE SEPTEMBER 9, 2019 MEETING MINUTES AS PRESENTED."** Discussion followed. Motion carried. (See September 9, 2019 Regular Meeting Minutes)

**CORRESPONDENCE:**

No additions.

**CLOSED SESSION:**

A. CROSSROADS DISCUSSION

B. JOHN MILLS DISCUSSION

**MOTION** by Graham, seconded by Hohenstein, **"MOVE TO ENTER INTO CLOSED SESSION TO DISCUSS ONGOING SETTLEMENT NEGOTIATIONS WITH THE TOWNSHIP ATTORNEYS REGARDING CROSSROADS OUTDOOR LLC v HOWELL TOWNSHIP, THAT IF DISCUSSED IN OPEN SESSION WOULD HAVE A FINANCIAL IMPACT ON THE TOWNSHIP."** Discussion followed. A roll-call vote was taken: Melton – yes, Graham – yes, Coddington – yes, Rudnicki – yes, Counts – yes, Hohenstein – yes. Motion carried 6 to 0.

**MOTION** by Counts, seconded by Rudnicki, **"MOVE TO ENTER INTO CLOSED SESSION TO DISCUSS A CONFIDENTIAL WRITTEN LEGAL OPINION FROM THE TOWNSHIP ATTORNEY REGARDING THE USE OF TOWNSHIP PROPERTY BY JOHN MILLS."** Discussion followed. A roll-call vote was taken: Graham – yes, Rudnicki – yes, Hohenstein – yes, Melton – yes, Coddington – yes, Counts – yes. Motion carried 6 to 0.

- The Board went into Close Session at 6:33 P.M.

**ENTER BACK INTO REGULAR SESSION:**

**MOTION** by Counts, seconded by Rudnicki, “**MOVE TO RE-ENTER BACK INTO REGULAR SESSION AT 7:11 P.M.**” Motion carried.

**MOTION** by Hohenstein, seconded by Melton, “**MOVE TO AUTHORIZE OUR ATTORNEYS TO PROCEED AS RECOMMENDED DURING THE CLOSED SESSION WITH THE EFFORTS TO RESOLVE THE CASE OF CROSSROADS OUTDOOR LLC v. HOWELL TOWNSHIP, NOW PENDING IN THE UNITED STATES DISTRICT COURT FOR THE EASTERN DISTRICT OF MICHIGAN, CASE NO. 18-cv-13133-SJM-APP.**”

Discussion followed. A roll-call vote was taken: Melton – yes, Coddington – yes, Graham – yes, Rudnicki – yes, Counts – yes, Hohenstein – yes. Motion carries 6 to 0.

**CALL TO THE PUBLIC:**

No response.

**NEW BUSINESS:**

**A. HAPRA BUDGET – TIM CHURCH**

- Mr. Church presented the Membership Demographic Participation Counts for Howell Township.
- Mr. Church also presented the 2020 HAPRA Proposed Combined Budget.
- Because of such high increase in their utility bills, HAPRA will be asking for \$105,000.00 from each participating municipality for this year.

**B. INTRODUCING NEW FACILITY CONCEPT- OCEOLA COMMUNITY CENTER – TIM CHURCH**

- Mr. Church gave an explanation of HAPRA's plan to help update the Oceola Community Center. The building was moved there from another location. Renovation for this building is very costly. Much more space is needed. The fee for renting from the schools is costly and the times the schools are available has been an issue.
- The new proposed facility will have 3 full size courts. Both men's, women's and family locker rooms. Six to eight multi-purpose rooms. A kitchen. An elevated walking track. Administrative Office/Meeting space. A non-instructional fitness space.
- They will be able to offer new collaborations with the new site along with more programs.
- With the current programs there will no longer be a need to utilize the schools.
- Oceola Township will fund the building project.
- In two years, HAPRA may come back to the townships for an additional \$10,000.00 for operating concerns.
- Oceola Township will make their final agreement in November for this 4.2 to 5 million dollar project.
- The new building will be built in front of the current Oceola Community Center building and the old building will eventually be torn down.
- At the Bennett Center in Howell City: offices will be moved to the new center and the pre-school program will be able to enlarge.
- The HAPRA will be leasing the facility from Oceola on the same bases as they currently lease the present Oceola Community Center.

**C. APPROVAL METRO ACT RIGHT OF WAY PERMIT EXTENSION FOR ACT**

Clerk Graham introduced the Metro Act Right of Way Permit Extension which expires on 11/20/2019. They would like to extend the agreement to 11/10/2024.



- **MOTION** by Graham, seconded by Hohenstein, **“TO APPROVE THE METRO ACT RIGHT OF WAY PERMIT EXTENSION UNTIL 11/20/2014.”** Discussion followed. Motion carried.
- D. APPROVAL FOR RESOLUTION 10.19.469, FOR SALE OF PINEVIEW VILLAGE  
Treasurer Hohenstein introduced the resolution and explained that at last month's meeting the Board approved the sale of Pineview Village. The resolution is the Board's action and gives the permission for either the Supervisor, the Clerk, or the Treasurer to go to the closing of the sale and sign needed documents.
- **MOTION** by Rudnicki, seconded by Hohenstein, **“TO APPROVE RESOLUTION NO. 10.19.469 FOR THE SALE OF PINEVIEW VILLAGE.”** Discussion followed. A roll-call vote was taken: Counts – yes, Graham – yes, Coddington – yes, Melton – yes, Hohenstein – yes, Rudnicki – yes. Motion carries 6 to 0.
- E. ANNEX PURCHASE AGREEMENT  
Treasurer Hohenstein introduced the land purchase agreement. The agreement has to have the Board's approval. Discussion followed.
- **MOTION** by Graham, seconded by Hohenstein, **“TO APPROVE THE LAND PURCHASE AGREEMENT AS PRESENTED.”** Discussion followed. A roll-call vote was taken: Coddington – yes, Counts – yes, Rudnicki – yes, Graham – yes, Hohenstein – yes, Melton – yes. Motion carries 6 to 0.
- F. APPROVAL FOR RESOLUTION 10.19.470 FOR SALE OF PROPERTY ANNEX  
Clerk Graham introduced the resolution.
- **MOTION** by Hohenstein, seconded by Rudnicki, **“TO APPROVE RESOLUTION NO. 10.19.470 FOR THE SALE OF PROPERTY #4706-25-100-028 AS PRESENTED.”** Discussion followed. A roll-call vote was taken: Melton – yes, Hohenstein – yes, Coddington – yes, Counts – yes, Rudnicki – yes, Graham – yes. Motion carries 6 to 0.

**REPORTS:**

A. SUPERVISOR:

(Supervisor Coddington reported on the following items)

- Taking of normal phone calls and emails.

B. TREASURER:

(Treasurer Hohenstein reported on the following items)

- Presented an update on the Road Fund.
- The County will be funding the repaving of Mason Road. This will happen in 2020.
- Discussion on potential road repairs.
- Reported on the County's opinion on the chloride that has/is being done within the Township. There has been complaints about how sloppy the roads get after it rains. It is the County's position that chloride helps keep the dust down and the roads together. It is sloppy for a couple of days then locks in.
- Discussion on ditches. Residents on Crandall Road like their new ditches.
- 2019 Summer Tax collection is at 97.5 %.

C. CLERK:

(Clerk Graham reported on the following items)

- Reminded that all Board members positions expire in 2020. All will have to run again in 2020. Packets are available. See Debby Johnson for packets. Other potential candidates are inquiring about packets. Still have plenty of time.

- Laptops that are used for the Electronic Poll Books within each precinct are being checked by our IT person to see if they can be updated to Windows 10. All laptops have to be on Windows 10 by January. If they cannot be updated then we will have to purchase 3 new laptops. Discussion on leasing laptops followed.
- It is the time of year for many contracts to be renewed. The assessor for the insurance company will be coming through the building this week. It is time to renew Health Flex if interested. Alarm inspections are on Tuesday.

D. ZONING:

(See Zoning Administrator Daus' prepared written report)

E. ASSESSING:

(See Assessor Kilpela's prepared written report)

F. FIRE AUTHORITY:

(Supervisor Coddington reported on the following items)

- Marion Township should be getting their engine by December.
- Every engine will soon have a LUCAS CPR machine.
- Having a meeting with the Fowlerville Fire Chief.

G. MHOG:

(Trustee Counts reported on the following items)

- In August water production was down by 4.5 %.
- Making progress on the storage building.
- Tower painting is progressing.
- Fall hydrant flushing is being done.
- Water rates went up 5 cents per 1,000 gallons, effective October 1, 2019.

H. PLANNING COMMISSION:

(Trustee Counts reported on the following items)

- See September 24, 2019 Planning Commission Synopsis.

I. ZONING BOARD OF APPEALS (ZBA):

(Trustee Rudnicki reported on the following items)

- See September 23, 2019 Zoning Board of Appeals Synopsis.
- Discussion on one of the approvals given by the ZBA.

J. WWTP:

(Treasurer Hohenstein reported on the following items)

- Introduced James Sober who now runs the WWTP.
- There are some PH problems at the WWTP. James is suggesting installing a system to the ferric chloride to pace the flow of ferric.
- **MOTION** by Hohenstein, seconded by Melton, **"TO RECOMMEND APPROVAL FOR UIS TO PROVIDE AND INSTALL FERRIC CHLORIDE FLOW PACING EQUIPMENT NOT TO EXCEED \$4,500.00 AS PRESENTED."** Discussion followed. Motion carried.

K. HAPRA:

(Clerk Graham reported on the following items)

- Nothing new to add. See items A and B under new Business.

L. PROPERTY COMMITTEE:

(Treasurer Hohenstein reported on the following items)

- See items C-F under New Business.
- There is some interest in Township owned properties behind John Mills.

**CALL TO PUBLIC:**

No response.

**DISBURSEMENTS: REGULAR AND CHECK REGISTER:**

**MOTION** by Hohenstein, seconded by Graham, **"TO APPROVE THE REGULAR DISBURSEMENTS THROUGH OCTOBER 9, 2019 AND CHECK REGISTER AS PRESENTED, ALSO ANY CUSTOMARY AND NORMAL PAYMENTS FOR THE MONTH."** Discussion followed. Motion carries.

**ADJOURNMENT: MOTION** by Graham, seconded by Counts, **"TO ADJOURN."** Motion carries. The meeting adjourned 8:05 p.m.

As Presented: \_\_\_\_\_

\_\_\_\_\_  
Howell Township Clerk

As Amended: \_\_\_\_\_

Jean Graham

As Corrected: \_\_\_\_\_

\_\_\_\_\_  
Mike Coddington  
Howell Township Supervisor

Dated: \_\_\_\_\_

\_\_\_\_\_  
Debby Johnson, Recording Secretary

# AGENDA ITEM

6

**CORRESPONDENCE**

NOVEMBER 11, 2019

1. **AMERICAN FUNDS** – Annual Report – year ending 7/31/2019
2. **AMERICAN FUNDS** – Summary prospectus October 1, 2019
3. **AMERICAN FUNDS** – Semi-annual report ending September 30, 2019
4. **CHARTER COMMUNICATIONS** – Notice of channels no longer available on the Livingston , MI channel lineup.

# AGENDA ITEM

9A

## Howell Township Clerk

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**From:** Howell Township Assessor  
**Sent:** Tuesday, November 5, 2019 8:51 AM  
**To:** Howell Township Supervisor; Howell Township Treasurer; Howell Township Clerk; hdmelton500promag@outlook.com; matthew counts; j smith; evanrudnicki@yahoo.com  
**Subject:** Howell Township First Quarter FYE 6-30-2020 Financial Reports  
**Attachments:** Financial Report 9-30-19.pdf; Cash Flow Budgeted Revenue.pdf; Cash Flow Historical Average.pdf; 2019-2020 Budget Amendment.pdf

All,

Attached are the financial reports I will discuss at Monday's board meeting. Paper copies will be provided at the meeting.

Thanks,  
Brent Kilpela

Assessor  
Howell Township  
(517) 546-2817 x111

**REVENUE AND EXPENDITURE REPORT FOR HOWELL TOWNSHIP**

**PERIOD ENDING 09/30/2019**

% Fiscal Year Completed: 25.00

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 09/30/2019	% BDGT USED	NOTES
<b>Fund 101 - GENERAL FUND</b>					
<b>Revenues</b>					
Dept 000 - OTHER					
101-000-402.00	GEN FUND PROPERTY TAX INCOME	310,000.00	0.00	0.00	
101-000-403.00	GEN FUND ACT 7 TAX INCOME	25,000.00	25,964.18	103.86	Annual Payment
101-000-420.00	GEN FUND DELINQ PERSONAL TAX INCOME	1,500.00	0.00	0.00	
101-000-451.00	GEN FUND CABLE TV FRANCHISE FEES INCOME	80,000.00	19,349.51	24.19	
101-000-452.00	GEN FUND RIGHT OF WAY FEES INCOME	5,000.00	0.00	0.00	
101-000-470.00	GEN FUND BUSINESS LICENSE FEES INCOME	5,000.00	0.00	0.00	
101-000-476.00	GEN FUND LICENSES & PERMITS INCOME	12,000.00	3,715.00	30.96	
101-000-490.00	GEN FUND DOG LICENSES INCOME	50.00	18.00	36.00	
101-000-495.00	GEN FUND TRAILER FEES INCOME	1,500.00	305.00	20.33	
101-000-573.00	GEN FUND LOCAL COMMUNITY SHARE	25,000.00	0.00	0.00	
101-000-575.00	GEN FUND CONSTITUT REVENUE SHARING INC	580,000.00	190,935.00	32.92	
101-000-607.00	GEN FUND COLLECTION FEE/SCHOOLS INCOME	10,500.00	0.00	0.00	
101-000-608.00	GEN FUND ZONING FEES INCOME	15,000.00	7,500.00	50.00	
101-000-609.00	GEN FUND ZONING APPEAL BOARD FEES INCOME	2,000.00	3,400.00	170.00	
101-000-610.00	GEN FUND LAND DIVISION FEES INCOME	2,000.00	1,700.00	85.00	
101-000-611.00	GEN FUND MUNICIPAL CIVIL INFRACTION INC	100.00	0.00	0.00	
101-000-613.00	GEN FUND PARKING VIOLATIONS INCOME	100.00	0.00	0.00	
101-000-614.00	GEN FUND PRE-CONFERENCE ZONING INCOME	500.00	0.00	0.00	
101-000-615.00	GEN FUND ADDRESSING FEES INCOME	500.00	75.00	15.00	
101-000-642.00	GEN FUND CEMETERY LOTS INCOME	1,000.00	600.00	60.00	
101-000-642.01	GEN FUND GRAVE OPENINGS INCOME	1,000.00	50.00	5.00	
101-000-664.00	GEN FUND INTEREST INCOME	5,000.00	5,543.27	110.87	Int. Rates Rising
101-000-694.00	GEN FUND OTHER REVENUE	250.00	56.68	22.67	
101-000-695.00	GEN FUND ADMIN FEES INCOME	110,000.00	75,694.60	68.81	
Total Dept 000 - OTHER		1,193,000.00	334,906.24	28.07	
<b>TOTAL REVENUES</b>		<b>1,193,000.00</b>	<b>334,906.24</b>	<b>28.07</b>	
<b>Expenditures</b>					
Dept 101 - TOWNSHIP BOARD					
101-101-703.00	TWP BOARD SALARY	25,000.00	5,150.04	20.60	
101-101-703.02	TWP BOARD CLERICAL EXPENSE	2,500.00	218.50	8.74	
101-101-703.03	TWP BOARD FLAT RATE MTG CHARGE EXPENSE	600.00	60.00	10.00	
101-101-704.00	TOWNSHIP BOARD PER DIEM EXPENSE	200.00	0.00	0.00	
101-101-705.00	AFFILIATE BOARD PER DIEM EXPENSE	1,200.00	180.00	15.00	
101-101-900.00	TWP BOARD PRINTING & PUBLICATION EXPENSE	3,000.00	317.00	10.57	
Total Dept 101 - TOWNSHIP BOARD		32,500.00	5,925.54	18.23	
Dept 171 - SUPERVISOR					
101-171-703.00	SUPERVISOR SALARY	33,400.00	8,284.61	24.80	
101-171-703.01	DEPUTY SUPERVISOR SALARY	12,700.00	3,036.89	23.91	
101-171-860.00	SUPERVISOR MILEAGE & EXPENSES	100.00	0.00	0.00	
101-171-957.00	SUPERVISOR DUES & SUBSCRIPTION EXPENSE	100.00	0.00	0.00	
Total Dept 171 - SUPERVISOR		46,300.00	11,321.50	24.45	
Dept 191 - ELECTIONS					
101-191-703.00	ELECTION SALARY	22,000.00	0.00	0.00	
101-191-707.00	ELECTION CLERICAL EXPENSE	28,400.00	5,977.97	21.05	
101-191-720.00	ELECTION EDUCATION EXPENSE	200.00	0.00	0.00	
101-191-726.00	ELECTION POSTAGE EXPENSE	3,000.00	0.00	0.00	
101-191-727.00	ELECTION SUPPLIES EXPENSE	3,600.00	344.86	9.58	
101-191-860.00	ELECTION MILEAGE & EXPENSES	300.00	0.00	0.00	
101-191-900.00	ELECTION PRINTING & PUBLICATION EXPENSE	500.00	0.00	0.00	
101-191-930.00	ELECTION EQUIPMENT REPAIR EXPENSE	12,000.00	0.00	0.00	
Total Dept 191 - ELECTIONS		70,000.00	6,322.83	9.03	



GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	% BDGT	NOTES
		AMENDED BUDGET	09/30/2019	USED	
Dept 209 - ASSESSING					
101-209-703.00	ASSESSING SALARY	63,500.00	16,084.47	25.33	
101-209-703.01	ASSESSING CONTRACT LABOR	10,000.00	0.00	0.00	
101-209-703.02	ASSESSING FIELD INSPECTOR WAGES	13,000.00	2,703.70	20.80	
101-209-703.04	ASSESSING HOURLY WAGES CLERICAL	12,600.00	2,422.86	19.23	
101-209-720.00	ASSESSING EDUCATION EXPENSE	1,500.00	0.00	0.00	
101-209-726.00	ASSESSING POSTAGE EXPENSE	4,500.00	0.00	0.00	
101-209-727.00	ASSESSING SUPPLIES EXPENSE	3,000.00	23.55	0.79	
101-209-801.00	ASSESSING LEGAL (CONTRACT SVC) EXPENSE	5,000.00	0.00	0.00	
101-209-860.00	ASSESSING MILEAGE & EXPENSES	2,500.00	130.50	5.22	
101-209-865.00	ASSESSING CONFERENCE EXPENSE	700.00	0.00	0.00	
101-209-957.00	ASSESSING DUES & SUBSCRIPTION EXPENSE	700.00	47.10	6.73	
Total Dept 209 - ASSESSING		117,000.00	21,412.18	18.30	
Dept 215 - CLERK					
101-215-703.00	CLERK SALARY	33,400.00	8,284.61	24.80	
101-215-703.01	CLERK DEPUTY WAGES	25,700.00	5,124.33	19.94	
101-215-703.04	CLERK ACCOUNTING WAGES	38,500.00	9,971.91	25.90	
101-215-720.00	CLERK EDUCATION EXPENSE	2,000.00	0.00	0.00	
101-215-860.00	CLERK MILEAGE & EXPENSES	2,000.00	0.00	0.00	
101-215-865.00	CLERK CONFERENCE EXPENSE	300.00	0.00	0.00	
101-215-957.00	CLERK DUES & SUBSCRIPTION EXPENSE	500.00	0.00	0.00	
Total Dept 215 - CLERK		102,400.00	23,380.85	22.83	
Dept 247 - BOARD OF REVIEW					
101-247-703.00	BOARD OF REVIEW SALARY	3,000.00	180.00	6.00	
101-247-900.00	BOARD OF REVIEW PRINTING & PUB EXP	500.00	50.00	10.00	
Total Dept 247 - BOARD OF REVIEW		3,500.00	230.00	6.57	
Dept 253 - TREASURER					
101-253-703.00	TREASURER SALARY	33,400.00	8,284.61	24.80	
101-253-703.01	TREASURER DEPUTY WAGES	29,820.00	6,283.13	21.07	
101-253-703.02	TREASURER CLERICAL EXPENSE	12,500.00	2,753.28	22.03	
101-253-720.00	TREASURER EDUCATION EXPENSE	1,400.00	0.00	0.00	
101-253-726.01	TREASURER POSTAGE	5,500.00	944.73	17.18	
101-253-801.01	TREASURER LEGAL EXPENSE	5,000.00	0.00	0.00	
101-253-860.00	TREASURER MILEAGE & EXPENSES	700.00	105.20	15.03	
101-253-865.00	TREASURER CONFERENCE EXPENSE	300.00	0.00	0.00	
101-253-900.00	TREASURER PRINTING & PUBLICATION EXPENSE	500.00	20.00	4.00	
101-253-957.00	TREASURER DUES & SUBSCRIPTION EXPENSE	100.00	0.00	0.00	
Total Dept 253 - TREASURER		89,220.00	18,390.95	20.61	
Dept 265 - TOWNSHIP HALL					
101-265-707.00	TWP HALL CLERICAL EXPENSE	30,000.00	8,314.16	27.71	
101-265-720.00	TWP HALL EDUCATION EXPENSE	700.00	0.00	0.00	
101-265-721.00	TWP HALL LIFE INSURANCE EXPENSE	2,800.00	843.13	30.11	Oct. Invoice Pd in Sept
101-265-721.01	TWP HALL HEALTH INSURANCE EXPENSE	30,000.00	6,160.67	20.54	
101-265-721.02	TWP HALL HEALTHFLEX EXPENSE	800.00	0.00	0.00	
101-265-722.00	TWP HALL RETIREMENT EXPENSE	62,500.00	16,161.71	25.86	
101-265-725.00	TWP HALL FICA/MEDICARE EXPENSE	38,500.00	8,113.19	21.07	
101-265-726.00	TWP HALL POSTAGE EXPENSE	2,800.00	0.00	0.00	
101-265-727.00	TWP HALL KITCHEN/BATH SUPPLIES EXPENSE	2,000.00	317.54	15.88	
101-265-727.01	TWP HALL OFFICE SUPPLIES EXPENSE	8,000.00	2,059.70	25.75	
101-265-728.00	TWP HALL COMPUTER SUPPORT EXPENSE	25,000.00	7,326.00	29.30	
101-265-728.01	TWP HALL IT SUPPORT EXPENSE	7,000.00	705.00	10.07	
101-265-775.00	TWP HALL OFFICE CLEANING & MAINT EXPENSE	6,000.00	816.20	13.60	
101-265-776.00	TWP HALL SEPTIC FIELD EXPENSE	1,000.00	0.00	0.00	
101-265-801.00	TWP HALL GROUNDS CONTRACTED SVCS EXP	500.00	0.00	0.00	
101-265-801.01	TWP HALL LEGAL EXPENSE	2,000.00	0.00	0.00	
101-265-801.09	TWP HALL FINANCIAL AUDIT	9,500.00	0.00	0.00	
101-265-822.00	TWP HALL INSURANCE & BOND EXPENSE	12,000.00	0.00	0.00	
101-265-850.00	TWP HALL TELEPHONE EXPENSE	4,000.00	854.43	21.36	
101-265-851.00	TWP HALL WEB SITE EXPENSE	5,000.00	3,697.00	73.94	Annual Bill
101-265-860.00	TWP HALL MILEAGE & EXPENSES	200.00	0.00	0.00	
101-265-900.00	TWP HALL PRINTING & PUBLICATION EXPENSE	200.00	95.68	47.84	
101-265-920.00	TWP HALL ELECTRICITY EXPENSE	7,500.00	1,735.09	23.13	

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 09/30/2019	% BDGT USED	NOTES
101-265-922.00	TWP HALL NATURAL GAS EXPENSE	5,000.00	100.62	2.01	
101-265-930.00	TWP HALL GROUNDS EQUIP REPAIR EXPENSE	20,000.00	2,516.90	12.58	
101-265-930.01	TWP HALL OFFICE EQUIPMENT & REPAIR	5,000.00	384.57	7.69	
101-265-931.00	TWP HALL GROUNDS CARE EXPENSE	5,000.00	756.06	15.12	
101-265-932.00	TWP HALL SNOW REMOVAL EXPENSE	5,000.00	0.00	0.00	
101-265-957.00	TWP HALL DUES & SUBSCRIPTION EXPENSE	6,000.00	0.00	0.00	
Total Dept 265 - TOWNSHIP HALL		304,000.00	60,957.65	20.05	
Dept 268 - TOWNSHIP AT LARGE					
101-268-801.00	TWP AT LARGE ECONOMIC DEV EXPENSE	6,000.00	0.00	0.00	
101-268-801.01	TWP AT LARGE LEGAL EXPENSE	80,000.00	12,445.25	15.56	
101-268-882.00	TWP AT LARGE SPRING CLEAN UP EXPENSE	4,000.00	0.00	0.00	
101-268-883.00	TWP AT LARGE ROAD SIDE PICKUP EXPENSE	1,200.00	0.00	0.00	
101-268-920.00	TWP AT LARGE STREETLIGHT EXPENSE	6,000.00	1,224.70	20.41	
101-268-974.00	TWP AT LARGE DRAIN EXPENSE	25,000.00	0.00	0.00	
Total Dept 268 - TOWNSHIP AT LARGE		122,200.00	13,669.95	11.19	
Dept 276 - CEMETERY					
101-276-931.00	CEMETERY GROUNDS CARE & MAINT EXPENSE	10,000.00	1,665.25	16.65	
101-276-933.00	CEMETERY GRAVE OPENINGS EXPENSE	1,200.00	0.00	0.00	
Total Dept 276 - CEMETERY		11,200.00	1,665.25	14.87	
Dept 400 - PLANNING COMMISSION					
101-400-703.00	PLANNING COMMISSION-SALARY	8,000.00	1,760.00	22.00	
101-400-707.00	PLANNING CLERICAL EXPENSE	2,000.00	235.68	11.78	
101-400-720.00	PLANNING EDUCATION EXPENSE	1,000.00	0.00	0.00	
101-400-726.00	PLANNING POSTAGE EXPENSE	1,000.00	0.00	0.00	
101-400-801.00	PLANNING-CONTRACTED PLANNER EXPENSE	25,000.00	3,167.50	12.67	
101-400-801.01	PLANNING LEGAL EXPENSE	2,000.00	0.00	0.00	
101-400-865.00	PLANNING CONFERENCE EXPENSE	500.00	0.00	0.00	
101-400-900.00	PLANNING PRINTING & PUBLICATION EXPENSE	1,500.00	0.00	0.00	
101-400-957.00	PLANNING DUES & SUBSCRIPTION EXPENSE	1,000.00	0.00	0.00	
Total Dept 400 - PLANNING COMMISSION		42,000.00	5,163.18	12.29	
Dept 402 - ZONING ADMINISTRATION					
101-402-703.00	ZONING-SALARY ADMIN	57,700.00	11,334.98	19.64	
101-402-703.02	ZONING CLERICAL EXPENSE	12,500.00	2,798.82	22.39	
101-402-703.05	ZONING WAGES - CODE ENFORCEMENT	500.00	0.00	0.00	
101-402-860.00	ZONING MILEAGE & EXPENSES	700.00	97.44	13.92	
101-402-900.00	ZONING PRINTING & PUBLICATION EXP	400.00	0.00	0.00	
Total Dept 402 - ZONING ADMINISTRATION		71,800.00	14,231.24	19.82	
Dept 412 - BOARD OF APPEALS					
101-412-703.00	BOARD OF APPEALS SALARY	3,000.00	300.00	10.00	
101-412-707.00	BOARD OF APPEALS CLERICAL EXPENSE	900.00	60.00	6.67	
101-412-720.00	BOARD OF APPEALS EDUCATION EXPENSE	200.00	0.00	0.00	
101-412-865.00	BOARD OF APPEALS CONFERENCE EXPENSE	200.00	0.00	0.00	
101-412-900.00	BOARD OF APPEALS PRINTING & PUBLICITN EXP	800.00	0.00	0.00	
Total Dept 412 - BOARD OF APPEALS		5,100.00	360.00	7.06	
Dept 447 - ENGINEERING					
101-447-801.00	ENGINEERING CONTRACTED SVCS EXPENSE	8,000.00	0.00	0.00	
Total Dept 447 - ENGINEERING		8,000.00	0.00	0.00	
Dept 547 - CHARGEBACKS					
101-547-978.00	GEN FUND CHARGEBACK EXPENSE	4,000.00	0.00	0.00	
Total Dept 547 - CHARGEBACKS		4,000.00	0.00	0.00	
Dept 966 - TRANSFER OUT					
101-966-999.00	GEN FUND TRANSFER OUT-PARKS & REC	160,000.00	0.00	0.00	
Total Dept 966 - TRANSFER OUT		160,000.00	0.00	0.00	
<b>TOTAL EXPENDITURES</b>		<b>1,189,220.00</b>	<b>183,031.12</b>	<b>15.39</b>	

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 09/30/2019	% BDGT USED	NOTES
<b>Fund 101 - GENERAL FUND:</b>					
<b>TOTAL REVENUES</b>		<b>1,193,000.00</b>	<b>334,906.24</b>	<b>28.07</b>	
<b>TOTAL EXPENDITURES</b>		<b>1,189,220.00</b>	<b>183,031.12</b>	<b>15.39</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>3,780.00</b>	<b>151,875.12</b>	<b>4,017.86</b>	
<b>Fund 204 - ROAD FUND</b>					
<b>Revenues</b>					
Dept 000 - OTHER					
204-000-402.00	ROAD FUND PROPERTY TAX INCOME	330,000.00	0.00	0.00	
204-000-665.00	ROAD FUND INTEREST INCOME	0.00	492.04	100.00	
Total Dept 000 - OTHER		330,000.00	492.04	0.15	
<b>TOTAL REVENUES</b>		<b>330,000.00</b>	<b>492.04</b>	<b>0.15</b>	
<b>Expenditures</b>					
Dept 000 - OTHER					
204-000-801.00	ROAD IMPROVEMENT EXPENSE	249,000.00	267,267.70	107.34	
204-000-802.00	ROAD CHLORIDE EXPENSE	80,000.00	25,791.24	32.24	
Total Dept 000 - OTHER		329,000.00	293,058.94	89.08	
Dept 547 - CHARGEBACKS					
204-547-978.00	ROAD FUND CHARGEBACK EXPENSE	1,000.00	0.00	0.00	
Total Dept 547 - CHARGEBACKS		1,000.00	0.00	0.00	
<b>TOTAL EXPENDITURES</b>		<b>330,000.00</b>	<b>293,058.94</b>	<b>88.81</b>	
<b>Fund 204 - ROAD FUND:</b>					
<b>TOTAL REVENUES</b>		<b>330,000.00</b>	<b>492.04</b>	<b>0.15</b>	
<b>TOTAL EXPENDITURES</b>		<b>330,000.00</b>	<b>293,058.94</b>	<b>88.81</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>0.00</b>	<b>(292,566.90)</b>	<b>100.00</b>	
<b>Fund 220 - RECREATION FUND</b>					
<b>Revenues</b>					
Dept 000 - OTHER					
220-000-664.00	REC FUND INTEREST INCOME	250.00	303.03	121.21	
220-000-699.00	REC FUND OPERATING TRANSFER IN	160,000.00	0.00	0.00	
Total Dept 000 - OTHER		160,250.00	303.03	0.19	
<b>TOTAL REVENUES</b>		<b>160,250.00</b>	<b>303.03</b>	<b>0.19</b>	
<b>Expenditures</b>					
Dept 000 - OTHER					
220-000-801.00	REC FUND CONTRACTED SVCS EXPENSE	110,000.00	0.00	0.00	
Total Dept 000 - OTHER		110,000.00	0.00	0.00	
<b>TOTAL EXPENDITURES</b>		<b>110,000.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Fund 220 - RECREATION FUND:</b>					
<b>TOTAL REVENUES</b>		<b>160,250.00</b>	<b>303.03</b>	<b>0.19</b>	
<b>TOTAL EXPENDITURES</b>		<b>110,000.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>50,250.00</b>	<b>303.03</b>	<b>0.60</b>	

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	% BDGT	NOTES
		AMENDED BUDGET	09/30/2019	USED	
<b>Fund 592 - SWR/WTR</b>					
<b>Revenues</b>					
Dept 000 - OTHER					
592-000-664.00	SWR/WTR FUND INTEREST INCOME	2,000.00	2,665.77	133.29	Int. Rates Rising
592-000-665.06	SPEC ASSESS INTEREST INCOME-SEWER #6	4,977.00	11.00	0.22	
592-000-665.07	SPEC ASSESS INTEREST INCOME-SEWER #7	3,330.00	0.00	0.00	
592-000-665.08	SPEC ASSESS INTEREST INCOME-SEWER 8	49,113.00	172.75	0.35	
592-000-665.09	SPEC ASSESS INTEREST INCOME-WATER 8	22,167.00	63.06	0.28	
592-000-665.11	SPEC ASSESS INTEREST INCOME-SEWER 11	29,851.00	0.00	0.00	
592-000-665.12	SPEC ASSESS INTEREST INCOME-WATER 11	8,988.00	0.00	0.00	
592-000-665.20	SEWER FARM LAND RENTAL INCOME	18,000.00	0.00	0.00	
592-000-671.00	SEWER CONNECTION FEE INCOME	175,000.00	4,830.00	2.76	
592-000-671.01	SEWER ADDTL REU CONNECT FEE INCOME	25,000.00	0.00	0.00	
Total Dept 000 - OTHER		338,426.00	7,742.58	2.29	
Dept 420 - WATER 4 CONNECT					
592-420-476.00	WATER CONNECTION FEE INCOME	175,000.00	4,830.00	2.76	
592-420-476.01	WATER CONNECT ADDL REU FEES INC	35,000.00	0.00	0.00	
Total Dept 420 - WATER 4 CONNECT		210,000.00	4,830.00	2.30	
Dept 441 - UTILITY BILLING					
592-441-477.00	UTILITY BILLING SEWER USER FEES INCOME	925,000.00	224,480.31	24.27	
592-441-477.02	UTILITY BILLING WATER USER FEES INCOME	1,000,000.00	297,636.33	29.76	
592-441-617.00	UTILITY BILLING SEWER DEBT SVC FEE INC	30,000.00	8,066.10	26.89	
592-441-694.00	UTILITY BILLING PENALTY SEWER USER	20,000.00	6,247.63	31.24	
592-441-694.02	UTILITY BILLING PENALTY & INT SEWER INC	20,000.00	6,470.06	32.35	
592-441-694.03	UTILITY BILLING PENALTY SEWER DEBT INC	1,500.00	892.86	59.52	
Total Dept 441 - UTILITY BILLING		1,996,500.00	543,793.29	27.24	
<b>TOTAL REVENUES</b>		<b>2,544,926.00</b>	<b>556,365.87</b>	<b>21.86</b>	
<b>Expenditures</b>					
Dept 000 - OTHER					
592-000-775.00	SEWER FUND REPAIR & IMPROV EXPENSE	15,000.00	0.00	0.00	
592-000-929.00	SEWER FUND BOND REPORTING FEES	1,000.00	0.00	0.00	
592-000-972.00	SEWER/WATER CAPITAL OUTLAY EXPENSE	70,000.00	0.00	0.00	
592-000-996.00	SWR/WTR FUND ISSUANCE COST EXPENSE	200.00	0.00	0.00	
Total Dept 000 - OTHER		86,200.00	0.00	0.00	
Dept 420 - WATER 4 CONNECT					
592-420-996.04	WATER NEW USER BOND INTEREST EXPENSE	51,288.00	25,643.75	50.00	Fall/Spring Inv.
Total Dept 420 - WATER 4 CONNECT		51,288.00	25,643.75	50.00	
Dept 441 - UTILITY BILLING					
592-441-726.00	UTILITY BILLING POSTAGE EXPENSE	4,000.00	1,735.00	43.38	Prepay 6 Mos.
592-441-728.00	UTILITY BILLING SOFTWARE SUPPORT EXPENSE	1,000.00	0.00	0.00	
592-441-801.01	UTILITY BILLING LEGAL EXPENSE	1,000.00	0.00	0.00	
592-441-801.02	UTILITY BILLING AUDITS/STUDIES EXPENSE	13,000.00	0.00	0.00	
592-441-803.00	UTILITY BILLING WATER EXPENSE	650,000.00	118,867.04	18.29	
592-441-822.00	UTILITY BILLING INSURANCE & BOND EXPENSE	11,000.00	0.00	0.00	
592-441-989.00	UTILITY BILLING CONTINGENCY EXPENSE	5,700.00	0.00	0.00	
Total Dept 441 - UTILITY BILLING		685,700.00	120,602.04	17.59	
Dept 442 - WWTP					
592-442-729.00	WWTP CHEMICALS EXPENSE	18,000.00	8,156.97	45.32	2 Orders per Yr
592-442-801.00	WWTP CONTRACTED SERVICES EXPENSE	475,000.00	96,776.37	20.37	
592-442-850.00	WWTP TELEPHONE EXPENSE	11,000.00	2,544.24	23.13	
592-442-920.00	WWTP ELECTRICITY EXPENSE	87,500.00	28,152.11	32.17	Need to Watch
592-442-922.00	WWTP NATURAL GAS EXPENSE	10,000.00	949.55	9.50	
592-442-930.00	WWTP EQUIPMENT REPAIR EXPENSE	15,000.00	4,245.66	28.30	
592-442-956.00	WWTP MISCELLANEOUS EXPENSE	15,000.00	3,437.18	22.91	
592-442-962.00	WWTP MISS DIG FEES EXPENSE	1,500.00	0.00	0.00	
592-442-966.00	WWTP STATE OF MICHIGAN EXPENSE	2,500.00	0.00	0.00	

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	% BDGT	NOTES
		AMENDED BUDGET	09/30/2019	USED	
592-442-969.01	WWTP BIOSOLIDS REMOVAL AND LAND APPL EXP	35,000.00	28,611.00	81.75	Annual Bill
592-442-996.06	WWTP (SWR 6) BOND INTEREST EXPENSE	48,376.00	0.00	0.00	Fall/Spring Inv.
Total Dept 442 - WWTP		718,876.00	172,873.08	24.05	
Dept 547 - CHARGEBACKS					
592-547-978.00	CHARGEBACK EXPENSE	5,000.00	0.00	0.00	
Total Dept 547 - CHARGEBACKS		5,000.00	0.00	0.00	
Dept 852 - SEWER/WATER 8					
592-852-992.03	SWR/WTR 8 BOND AGENT FEE EXP	1,000.00	0.00	0.00	
592-852-996.08	SWR/WTR 8 BOND INTEREST EXP	98,888.00	49,443.75	50.00	Fall/Spring Inv.
Total Dept 852 - SEWER/WATER 8		99,888.00	49,443.75	49.50	
Dept 853 - SEWER 7					
592-853-991.02	SEWER 7 AGENT FEES	1,000.00	0.00	0.00	
592-853-996.07	SEWER 7 BOND INTEREST EXPENSE	22,313.00	11,156.25	50.00	Fall/Spring Inv.
Total Dept 853 - SEWER 7		23,313.00	11,156.25	47.85	
Dept 854 - SEWER/WATER 11					
592-854-992.03	SWR 11 PAYING AGENT FEE EXP	1,000.00	0.00	0.00	
592-854-996.11	SWR/WTR 11 BOND INTEREST EXP	154,563.00	77,281.25	50.00	Fall/Spring Inv.
Total Dept 854 - SEWER/WATER 11		155,563.00	77,281.25	49.68	
<b>TOTAL EXPENDITURES</b>		<b>1,825,828.00</b>	<b>457,000.12</b>	<b>25.03</b>	
<b>Fund 592 - SWR/WTR:</b>					
<b>TOTAL REVENUES</b>		<b>2,544,926.00</b>	<b>556,365.87</b>	<b>21.86</b>	
<b>TOTAL EXPENDITURES</b>		<b>1,825,828.00</b>	<b>457,000.12</b>	<b>25.03</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>719,098.00</b>	<b>99,365.75</b>	<b>13.82</b>	
<b>TOTAL REVENUES - ALL FUNDS</b>		<b>4,228,176.00</b>	<b>892,067.18</b>	<b>21.10</b>	
<b>TOTAL EXPENDITURES - ALL FUNDS</b>		<b>3,455,048.00</b>	<b>933,090.18</b>	<b>27.01</b>	
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>773,128.00</b>	<b>(41,023.00)</b>	<b>5.31</b>	

2019-20 YTD BALANCE % BDGT  
 AMENDED BUDGET 09/30/2019 USED

**Fund 101 - GENERAL FUND**

GL NUMBER	DESCRIPTION	AMENDED BUDGET	09/30/2019	% BDGT USED
<b>Revenues</b>				
Dept 000 - OTHER				
101-000-402.00	GEN FUND PROPERTY TAX INCOME	310,000.00	0.00	0.00
101-000-403.00	GEN FUND ACT 7 TAX INCOME	25,000.00	25,964.18	103.86
101-000-420.00	GEN FUND DELINQ PERSONAL TAX INCOME	1,500.00	0.00	0.00
101-000-451.00	GEN FUND CABLE TV FRANCHISE FEES INCOME	80,000.00	19,349.51	24.19
101-000-452.00	GEN FUND RIGHT OF WAY FEES INCOME	5,000.00	0.00	0.00
101-000-470.00	GEN FUND BUSINESS LICENSE FEES INCOME	5,000.00	0.00	0.00
101-000-476.00	GEN FUND LICENSES & PERMITS INCOME	12,000.00	3,715.00	30.96
101-000-490.00	GEN FUND DOG LICENSES INCOME	50.00	18.00	36.00
101-000-495.00	GEN FUND TRAILER FEES INCOME	1,500.00	305.00	20.33
<b>101-000-573.00</b>	<b>GEN FUND LOCAL COMMUNITY SHARE</b>	<b>25,000.00</b>	<b>0.00</b>	<b>0.00</b>
101-000-575.00	GEN FUND CONSTITUT REVENUE SHARING INC	580,000.00	190,935.00	32.92
101-000-607.00	GEN FUND COLLECTION FEE/SCHOOLS INCOME	10,500.00	0.00	0.00
101-000-608.00	GEN FUND ZONING FEES INCOME	15,000.00	7,500.00	50.00
101-000-609.00	GEN FUND ZONING APPEAL BOARD FEES INCOME	2,000.00	3,400.00	170.00
101-000-610.00	GEN FUND LAND DIVISION FEES INCOME	2,000.00	1,700.00	85.00
101-000-611.00	GEN FUND MUNICIPAL CIVIL INFRACTION INC	100.00	0.00	0.00
101-000-613.00	GEN FUND PARKING VIOLATIONS INCOME	100.00	0.00	0.00
101-000-614.00	GEN FUND PRE-CONFERENCE ZONING INCOME	500.00	0.00	0.00
101-000-615.00	GEN FUND ADDRESSING FEES INCOME	500.00	75.00	15.00
101-000-642.00	GEN FUND CEMETERY LOTS INCOME	1,000.00	600.00	60.00
101-000-642.01	GEN FUND GRAVE OPENINGS INCOME	1,000.00	50.00	5.00
101-000-664.00	GEN FUND INTEREST INCOME	5,000.00	5,543.27	110.87
101-000-694.00	GEN FUND OTHER REVENUE	250.00	56.68	22.67
101-000-695.00	GEN FUND ADMIN FEES INCOME	110,000.00	75,694.60	68.81
Total Dept 000 - OTHER		1,193,000.00	334,906.24	28.07
<b>TOTAL REVENUES</b>		<b>1,193,000.00</b>	<b>334,906.24</b>	<b>28.07</b>

**PROPOSED BUDGET AMENDMENT -**

\* Propose to raise General Fund Budgeted Revenue account LOCAL COMMUNITY SHARE to \$50,000. This \$25,000 increase is to account for the Treasury shifting majority of payment from February to May.



# Cash Flow Using Budgeted Revenue

Bond Payment Cash Flow-Using Budget												
	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Begin. Cash Balance	\$42,604	\$133,814	\$225,025	\$316,235	\$407,446	\$555,293	\$429,516	\$520,726	\$611,937	\$703,147	\$794,358	\$794,358
Proj./Actual Net Rev.												
592 Sewer/Water	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211
Total Revenue	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211
Bond Payments												
592 Sewer/Water												
Total Bond Payments	\$0	\$0	\$0	\$0	\$143,363	\$16,988	\$0	\$0	\$0	\$0	\$0	\$1,603,363
Ending Cash Balance	\$133,814	\$225,025	\$316,235	\$407,446	\$355,293	\$429,516	\$520,726	\$611,937	\$703,147	\$794,358	(\$717,795)	(\$978,572)
General Fund Cash Flow-Using Budget												
	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Beginning Balance	\$1,657,216	\$1,657,531	\$1,657,846	\$1,658,161	\$1,658,476	\$1,658,791	\$1,659,106	\$1,659,421	\$1,659,736	\$1,660,051	\$1,660,366	\$1,660,681
Proj./Actual Net Rev.	\$315	\$315	\$315	\$315	\$315	\$315	\$315	\$315	\$315	\$315	\$315	\$315
Ending Cash Balance	\$1,657,531	\$1,657,846	\$1,658,161	\$1,658,476	\$1,658,791	\$1,659,106	\$1,659,421	\$1,659,736	\$1,660,051	\$1,660,366	\$1,660,681	\$1,660,996
Cash Due to Gen. Fund From W/S Funds												
\$3,000,174												
Road Fund Cash Flow-Using Budget												
	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Beginning Balance	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196
Proj./Actual Net Rev.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Ending Cash Balance	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196
Parks & Rec Fund Cash Flow-Using Budget												
	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Beginning Balance	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657
Proj./Actual Net Rev.												
Ending Cash Balance	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657





## Cash Flow Using Budgeted Revenue

Bond Payment Cash Flow-Using Budget												
	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Req. Cash Balance	\$42,604	\$133,814	\$225,025	\$316,235	\$407,446	\$355,293	\$429,516	\$520,726	\$611,937	\$703,147	\$794,358	(\$717,795)
Proj./Actual Net Rev.												
592 Sewer/Water	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211
Total Revenue	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211	\$91,211
Bond Payments												
592 Sewer/Water					\$143,363	\$16,988					\$1,603,363	\$351,988
Total Bond Payments	\$0	\$0	\$0	\$0	\$143,363	\$16,988	\$0	\$0	\$0	\$0	\$1,603,363	\$351,988
Ending Cash Balance	\$133,814	\$225,025	\$316,235	\$407,446	\$355,293	\$429,516	\$520,726	\$611,937	\$703,147	\$794,358	(\$717,795)	(\$978,572)
General Fund Cash Flow-Using Budget												
Beginning Balance	\$1,657,216	\$1,657,531	\$1,657,846	\$1,658,161	\$1,658,476	\$1,658,791	\$1,659,106	\$1,659,421	\$1,659,736	\$1,660,051	\$1,660,366	\$1,660,681
Prof./Actual Net. Rev.	\$315	\$315	\$315	\$315	\$315	\$315	\$315	\$315	\$315	\$315	\$315	\$315
Ending Cash Balance	\$1,657,531	\$1,657,846	\$1,658,161	\$1,658,476	\$1,658,791	\$1,659,106	\$1,659,421	\$1,659,736	\$1,660,051	\$1,660,366	\$1,660,681	\$1,660,996
Cash Due to Gen. Fund												
From W/S Funds												
	\$3,000,174											
Road Fund Cash Flow-Using Budget												
Beginning Balance	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196
Prof./Actual Net. Rev.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Ending Cash Balance	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196	\$891,196
Parks & Rec Fund Cash Flow-Using Budget												
Beginning Balance	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657
Prof./Actual Net. Rev.												
Ending Cash Balance	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657	\$173,657

# AGENDA ITEM

9B

November 7, 2019

Dear Township Board,

Over the last five years our Township has grown steadily. During this time we have been in a transitional period with staffing. Our Assessor and Zoning Administrator positions have both experienced retirements. One of the transitions that happened was the Field Inspector moved into the role of Zoning Administrator. As the Zoning workload increased the field inspections were neglected. The Assessor worked to pick up the slack. After three years of this arrangement it has become apparent there is a need for additional assistance. A solution to this in the form of Oblique Aerial Imagery is being proposed. Following are two quotes from vendors willing to assist in this endeavor.

I will be at the meeting on Monday to discuss the details and answer any questions.



Brent J. Kilpela MAAO, MCPPE  
Howell Township Assessor

Proposal for: Howell Township MI  
Project Name: 6 year 3 Project BOC and CD  
Quote Number: Q-49197  
Contract Term: 6 Year(s)  
Number of Projects: 3

EagleView Rep: Jenifer Milliman  
Phone Number:  
Email: [jenifer.milliman@eagleview.com](mailto:jenifer.milliman@eagleview.com)  
Expiration Date: 11/30/2019  
Targeted Capture: 2020-b-Spring

## Multi-Project Summary

3 Projects over 6 year(s)

Project 1 Total: \$42,770.25

Project 2 Total: \$41,522.25

Project 3 Total: \$41,522.25

Annual Payments: \$21,385.13

Annual Payments: \$20,761.13

Annual Payments: \$20,761.13



This quote is non-binding, creates no legal rights, duties or obligations, expressed or implied, on either party, and shall become binding only in the event that Pictometry and Customer enter into a definitive agreement incorporating it. The pricing quoted above does not reflect applicable taxes, which will be reflected in any resulting definitive agreement with Customer. This quote is valid until the date shown above, after which it expires. All Discounts are approximate.





# Budget Proposal

Proposal for: Howell Township MI  
 Project Name: 6 year 3 Project BOC and CD  
 Contract Term: 6 Year(s)  
 Number of Projects: 3

EagleView Rep: Jenifer Milliman  
 Expiration Date: 11/30/2019  
 Targeted Capture: 2020-b-Spring

## Project 1

Qty	Product	List Price	Discount (%)	Subtotal
45	IMAGERY - NEIGHBORHOOD Bundle - 4-way (N5) (3in) Per Sector	\$547.00	10	\$22,153.50
45	Tiles - Standard (3in GSD; JPG format) Per Sector	\$20.00	50	\$450.00
45	Mosaic - Area Wide (3in GSD; MrSID format, combined) Per Sector	\$2.00		\$90.00
45	IMAGERY - COMMUNITY Bundle - 4-way (C5) (9in) Per Sector	\$210.50	10	\$8,525.25
45	Tiles - Standard (9in GSD; JPG format) Per Sector	\$10.00	50	\$225.00
45	Mosaic - Area Wide (9in GSD; MrSID format, combined) Per Sector	\$0.50		\$22.50
1	FutureView Adv Training	\$2,499.00		\$2,499.00
2	Pictometry Connect - CA - 100	\$3,300.00	25	\$4,950.00
1	Pictometry CONNECTAssessment	\$5,000.00	100	\$0.00
3200	ChangeFinder - Change Detection and Building Outlines; Digital Parcel File Provided	\$0.83		\$2,656.00
1	ChangeFinder - Project Fee	\$1,000.00		\$1,000.00
1	Oblique Imagery Bundle with Two (2) Years of Maintenance & Support	\$0.00		\$0.00
1	Media Drive Capacity 931G - Drive Model 1T - EXTPOWER	\$199.00		\$199.00
1	RapidAccess - Disaster Response Program	\$0.00		\$0.00
<b>Project 1 TOTAL:</b>				<b>\$42,770.25</b>

## Project 2

Qty	Product	List Price	Discount (%)	Subtotal
45	IMAGERY - NEIGHBORHOOD Bundle - 4-way (N5) (3in) Per Sector	\$547.00	10	\$22,153.50
45	Tiles - Standard (3in GSD; JPG format) Per Sector	\$20.00	50	\$450.00
45	Mosaic - Area Wide (3in GSD; MrSID format, combined) Per Sector	\$2.00		\$90.00
45	IMAGERY - COMMUNITY Bundle - 4-way (C5) (9in) Per Sector	\$210.50	10	\$8,525.25
45	Tiles - Standard (9in GSD; JPG format) Per Sector	\$10.00	50	\$225.00
45	Mosaic - Area Wide (9in GSD; MrSID format, combined) Per Sector	\$0.50		\$22.50
1	FutureView Adv Training	\$2,499.00		\$2,499.00
2	Pictometry Connect - CA - 100	\$3,300.00	25	\$4,950.00
3200	ChangeFinder - Change Detection; Digital Parcel File Provided	\$0.44		\$1,408.00
1	ChangeFinder - Project Fee	\$1,000.00		\$1,000.00
1	Oblique Imagery Bundle with Two (2) Years of Maintenance & Support	\$0.00		\$0.00

This quote is non-binding, creates no legal rights, duties or obligations, expressed or implied, on either party, and shall become binding only in the event that Pictometry and Customer enter into a definitive agreement incorporating it. The pricing quoted above does not reflect applicable taxes, which will be reflected in any resulting definitive agreement with Customer. This quote is valid until the date shown above, after which it expires. All Discounts are approximate.

1	Media Drive Capacity 931G - Drive Model 1T - EXTPOWER	\$199.00		\$199.00
1	RapidAccess - Disaster Response Program	\$0.00		\$0.00
<b>Project 2 TOTAL:</b>				<b>\$41,522.25</b>

Project 3

Qty	Product	List Price	Discount (%)	Subtotal
45	IMAGERY - NEIGHBORHOOD Bundle - 4-way (N5) (3in) Per Sector	\$547.00	10	\$22,153.50
45	Tiles - Standard (3in GSD; JPG format) Per Sector	\$20.00	50	\$450.00
45	Mosaic - Area Wide (3in GSD; MrSID format, combined) Per Sector	\$2.00		\$90.00
45	IMAGERY - COMMUNITY Bundle - 4-way (C5) (9in) Per Sector	\$210.50	10	\$8,525.25
45	Tiles - Standard (9in GSD; JPG format) Per Sector	\$10.00	50	\$225.00
45	Mosaic - Area Wide (9in GSD; MrSID format, combined) Per Sector	\$0.50		\$22.50
1	FutureView Adv Training	\$2,499.00		\$2,499.00
2	Pictometry Connect - CA - 100	\$3,300.00	25	\$4,950.00
3200	ChangeFinder - Change Detection; Digital Parcel File Provided	\$0.44		\$1,408.00
1	ChangeFinder - Project Fee	\$1,000.00		\$1,000.00
1	Oblique Imagery Bundle with Two (2) Years of Maintenance & Support	\$0.00		\$0.00
1	Media Drive Capacity 931G - Drive Model 1T - EXTPOWER	\$199.00		\$199.00
1	RapidAccess - Disaster Response Program	\$0.00		\$0.00
<b>Project 3 TOTAL:</b>				<b>\$41,522.25</b>

**TOTAL: \$125,814.75**

This quote is non-binding, creates no legal rights, duties or obligations, expressed or implied, on either party, and shall become binding only in the event that Pictometry and Customer enter into a definitive agreement incorporating it. The pricing quoted above does not reflect applicable taxes, which will be reflected in any resulting definitive agreement with Customer. This quote is valid until the date shown above, after which it expires. All Discounts are approximate.

## Howell Township Assessor

---

**From:** Brad Arshat <barshat@sanborn.com>  
**Sent:** Wednesday, October 30, 2019 6:27 PM  
**To:** Howell Township Assessor  
**Subject:** RE: Howell Township Livingston County MI

Hi Brent,

Our budget quote per flight for the oblique aerial imagery would be as follows, depending on the spatial resolution you choose. This would need to be multiplied times 3 to get the total project cost.

Option 1: Color oblique aerial imagery, spatial resolution 3-inches: \$50,000

Option 2: Color oblique aerial imagery, spatial resolution 6-inches: \$42,000

Option 3: Color oblique aerial imagery, spatial resolution 9-inches: \$39,000

Software, Sanborn Oblique Analyst, 1 license, unlimited users: \$7,250.00 (1 time cost only).

If you would like to experiment with a working client site that uses Sanborn's oblique aerial imagery solution, this is Hennepin County, MN, at 3-inch resolution: <https://oblique.sanborn.com/Hennepin/>  
The software is fairly simple and intuitive, but I would be happy to do a web demonstration for you if you would like to take the time.

Please let me know if you have any questions.

Respectfully,

Brad Arshat

*Director, Strategic Accounts*

**Sanborn**

Mobile: (443) 603-7725

[barshat@sanborn.com](mailto:barshat@sanborn.com)

[www.sanborn.com](http://www.sanborn.com)

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**From:** Howell Township Assessor <assessor@howelltownshipmi.org>

**Sent:** Wednesday, October 30, 2019 10:57 AM

**To:** Brad Arshat <barshat@sanborn.com>

**Subject:** RE: Howell Township Livingston County MI

Hi Brad,

Our twp board meeting is November 11<sup>th</sup>. Will you be able to give us a quote by then? I am really hoping to get on the spring schedule for flyovers before the leaves start growing on the trees again.

Thanks,  
Brent Kilpela

Assessor  
Howell Township  
(517) 546-2817 x111



# AGENDA ITEM

9D

# 2020 Calendar

## January

S	M	T	W	T	F	S
			1	2	3	4
	5	6	7	8	9	10
	11	12	13	14	15	16
	17	18	19	20	21	22
	23	24	25	26	27	28
	29	30	31			

## February

S	M	T	W	T	F	S
						1
	2	3	4	5	6	7
	8	9	10	11	12	13
	14	15	16	17	18	19
	20	21	22	23	24	25
	26	27	28	29		

## March

S	M	T	W	T	F	S
	1	2	3	4	5	6
	7	8	9	10	11	12
	13	14	15	16	17	18
	19	20	21	22	23	24
	25	26	27	28	29	30
	31					

## April

S	M	T	W	T	F	S
			1	2	3	4
	5	6	7	8	9	10
	11	12	13	14	15	16
	17	18	19	20	21	22
	23	24	25	26	27	28
	29	30				

## May

S	M	T	W	T	F	S
					1	2
	3	4	5	6	7	8
	9	10	11	12	13	14
	15	16	17	18	19	20
	21	22	23	24	25	26
	27	28	29	30	31	

## June

S	M	T	W	T	F	S
	1	2	3	4	5	6
	7	8	9	10	11	12
	13	14	15	16	17	18
	19	20	21	22	23	24
	25	26	27	28	29	30

## July

S	M	T	W	T	F	S
			1	2	3	4
	5	6	7	8	9	10
	11	12	13	14	15	16
	17	18	19	20	21	22
	23	24	25	26	27	28
	29	30	31			

## August

S	M	T	W	T	F	S
						1
	2	3	4	5	6	7
	8	9	10	11	12	13
	14	15	16	17	18	19
	20	21	22	23	24	25
	26	27	28	29	30	31

## September

S	M	T	W	T	F	S
			1	2	3	4
						5
	6	7	8	9	10	11
	12	13	14	15	16	17
	18	19	20	21	22	23
	24	25	26	27	28	29
	30					

## October

S	M	T	W	T	F	S
				1	2	3
						4
	5	6	7	8	9	10
	11	12	13	14	15	16
	17	18	19	20	21	22
	23	24	25	26	27	28
	29	30	31			

## November

S	M	T	W	T	F	S
	1	2	3	4	5	6
	7	8	9	10	11	12
	13	14	15	16	17	18
	19	20	21	22	23	24
	25	26	27	28	29	30

## December

S	M	T	W	T	F	S
			1	2	3	4
						5
	6	7	8	9	10	11
	12	13	14	15	16	17
	18	19	20	21	22	23
	24	25	26	27	28	29
	30	31				

**Board Mtg**

2<sup>nd</sup> Monday

**PC Meeting**

4<sup>th</sup> Tuesday

**ZBA Meeting**

3<sup>rd</sup> Monday as needed

**WWTP Meeting**

3<sup>rd</sup> Thursday

# Board Meeting Schedule 2020

Meeting scheduled 2<sup>nd</sup> Monday every month at

6:30 p.m. at 3525 Byron Rd, Howell 48855

Monday January 13, 2020 – 6:30 p.m.

Monday February 10, 2020 – 6:30 p.m.

\*Monday March 16, 2020 – 6:30 p.m.\*

Monday April 13, 2020 – 6:30 p.m.

Monday May 11, 2020 – 6:30 p.m.

Monday June 8, 2020 – 6:30 p.m.

Monday July 13, 2020 – 6:30 p.m.

Monday August 10, 2020 – 6:30 p.m.

Monday September 14, 2020 – 6:30 p.m.

Monday October 12, 2020 – 6:30 p.m.

Monday November 09, 2020 – 6:30 p.m.

Monday December 14, 2020 – 6:30 p.m.

\*Due to mandatory March dates for Board of Review the Board meeting is moved back one week\*

**HOWELL TOWNSHIP  
PUBLIC NOTICE  
2019 MEETING SCHEDULES**

**BOARD MEETINGS**

The Howell Township Board will meet on the 2<sup>nd</sup> Monday of each month, at 6:30 p.m. at the Howell Township Hall 3525 Byron Road, Howell, Michigan 48855 (517)546-2817.

January 13	April 13	July 13	October 12
February 10	May 11	August 10	November 9
*March 16*	June 8	September 14	December 14

**PLANNING COMISION MEETINGS**

The Howell Township Planning Commission will meet on the 4<sup>th</sup> Tuesday of each month, at 6:30 p.m. at the Howell Township Hall 3525 Byron Road, Howell, Michigan 48855 (517)546-2817.

**Meeting Dates**

January 28  
February 25  
March 24  
April 28  
May 26  
June 23  
July 28  
August 25  
September 22  
October 27  
November 24  
December 22

**Application Due Date**

December 31, 2019  
January 28  
February 25  
March 31  
April 28  
May 26  
June 30  
July 28  
August 25  
September 29  
October 27  
November 24

**ZONING BOARD OF APPEALS (ZBA) MEETINGS**

The Howell Township ZBA will meet on the 3<sup>rd</sup> Monday of the month as needed at 6:30 p.m. at the Howell Township Hall, 3525 Byron Road, Howell, Michigan 48855 (517)546-2817.

**Meeting Dates**

January 20  
February 17  
\*March 23\*  
April 20  
May 18  
June 15  
July 20  
August 17  
September 21  
October 19  
November 16  
December 21

**Application Due Date**

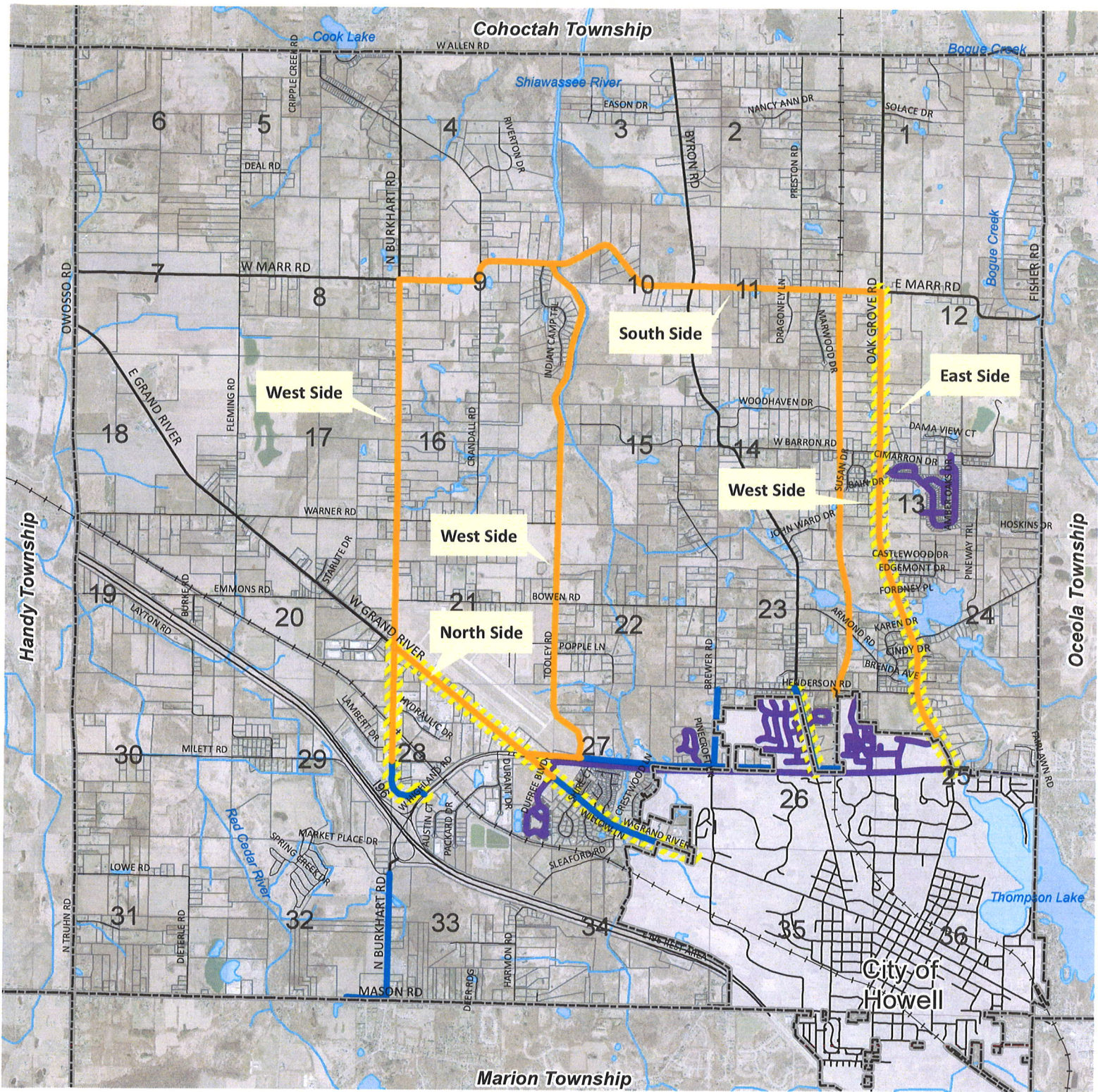
December 23, 2019  
January 20  
February 24  
March 23  
April 20  
May 19  
June 22  
July 20  
August 24  
September 21  
October 19  
November 23

\* DUE TO MANDATORY MARCH DATES FOR BOARD OF REVIEW THE BOARD & ZONING MEETINGS ARE MOVED BACK ONE WEEK\*

# AGENDA ITEM

9F



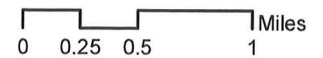


## Legend

- Planned Non-Motorized Pathway Locations
- Planned Sidewalks (Both Sides of the Road)
- Existing Non-Motorized Facilities
- Areas of High Priority

# NON-MOTORIZED PLAN

Howell Township, Livingston County



October 2, 2019

Carlisle/Wortman Associates, Inc.





**PUBLIC HEARING:**

- **Review the Updated Non-Motorized Plan (dated: October 22, 2019):** Recommend to the Township Board whether or not to adopt the Plan.

**MOTION** by Counts, seconded by Haglund, **“TO OPEN THE PUBLIC HEARING ON THE PROPOSED UPDATED NON-MOTORIZED PLAN.”** Motion passed.

- Vice-Chair Martha Haglund, Township Planner Paul Montagno, and Zoning Administrator Joe Daus briefed over the Non-Motorized Plan.
- Paul Montagno: The recently adopted Ordinances (Sidewalks and Pathways, 2019) invite a need for the Updated Non-Motorized Plan, being that the Plan and the Ordinances go hand in hand to the goals of the 2016 Howell Township Master Plan. The Planning Commission has seen many reiterations of the Updated Non-Motorized Plan since the adoption of the Howell Township Master Plan in 2016. Vice-Chair Haglund, Zoning Administrator Daus, and Township Planner Montagno have assisted significantly.
- The Updated Non-Motorized Plan will assist in decision making by acting as a guide and providing direction for the Township in regards to proposed projects and new developments in the future.
- No public comment.

**MOTION** by Manwiller, seconded by Haglund, **“TO CLOSE THE PUBLIC HEARING ON THE PROPOSED UPDATED NON-MOTORIZED PLAN.”** Discussion followed. Motion passed.

- Discussion among Commissioners regarding the Updated Non-Motorized Plan:
- The overall consensus on the proposed Non-Motorized Plan has shown that residents are okay with it based on past Public Hearings/Meetings as well as surveys through the years.
- Reason for location of pathway/sidewalks (including which side of the road, connectivity, etc.) varies from wetlands/environmental features, existing structures, and the Future Land Use Plan 2016 to name a few.
- There are High Priority items within the Plan that target specific areas. A feasibility study for those High Priority items will be conducted, and from there the results will be brought before the Township Board for approval. Feasibility studies include land surveys, easement acquisitions, etc.

**MOTION** by Manwiller, seconded by Hofsess, **“TO RECOMMEND ADOPTING THE PROPOSED UPDATED NON-MOTORIZED PLAN (DATED: OCTOBER 22, 2019) TO THE TOWNSHIP BOARD.”**

Rollcall was taken: Sloan – yes, Counts – yes, Hofsess – yes, Haglund – yes, Manwiller – yes. Motion carries 5 to 0.

**CALL TO THE PUBLIC:** No response.

**ADJOURNMENT:** **MOTION** by Manwiller, seconded by Haglund, **“TO ADJOURN.”** Motion carried. Meeting adjourned at 7:16 P.M.

Approved: \_\_\_\_\_

\_\_\_\_\_  
Andrew Sloan, Chairman

As Presented: \_\_\_\_\_

As Amended: \_\_\_\_\_

\_\_\_\_\_  
Wayne Williams, Secretary

As Corrected: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Josie Modrack, Recording Secretary

# AGENDA ITEM

9G-1



**AGREEMENT FOR COLLECTION OF  
SUMMER SCHOOL PROPERTY TAXES**

AGREEMENT made this 22nd day of October 2019 by and between Fowlerville Community Schools, with offices located at 7677 Sharpe Road, Suite A, Fowlerville, MI 48836 (hereinafter "School District") and, Howell Township, with offices located at 3525 Byron Road, Howell, MI, 48855 (hereinafter "Township"), pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the Township of a Summer Levy of School District property taxes for the year 2020.

The parties agree as follows:

1. The Township agrees to collect 100% of the total school non-homestead property taxes as certified by the School District for levy on July 1, 2020 on property located within the Township. Interest earned on said taxes will be retained by the township.
2. The School District agrees to pay Township costs of assessment and collection as follows:

\$3.00 per parcel

It is understood that the tax rate as spread by the Township would also reflect the sum of 100% of the taxes of the Livingston Educational Service Agency and that the \$3.00 per parcel fee will cover the collection for the Livingston Educational Service Agency, also.

3. No later than June 12, 2020 the School District shall certify to the Township Supervisor the school millage to be levied on property for summer collection in 2020.
4. The Township Treasurer shall account for and deliver summer school tax collections as follows:
  - a. Summer Tax collections shall be paid to the School District within ten (10) business days from the 1<sup>st</sup> and 15<sup>th</sup> of each month.

Signature Authorized by Board of Education  
Resolution of October 22, 2019.

**SCHOOL DISTRICT**

*Michael D. Brown*

President

*Aneela M. Burkhardt*

Secretary

Signature Authorized by Board of Trustees  
Resolution of \_\_\_\_\_  
(MM/DD/YYYY)

**TOWNSHIP**

\_\_\_\_\_  
(Name/Title)

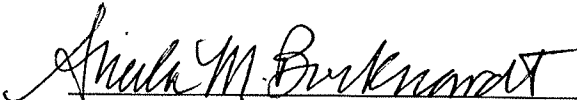
\_\_\_\_\_  
(Name/Title)

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.


Ayes: Members Belcher, Brown, Burkhardt, Frederick, Reed,  
Vielbig, & Wanczyk

Nays: Members None

Resolution declared adopted.

  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Fowlerville Community Schools hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at a regular meeting held on October 22, 2019, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

  
Secretary, Board of Education

Annual Summer Tax Resolution

Fowlerville Community Schools (the "District")

A regular meeting of the board of education of the District (the "Board") was held in the Fowlerville High School, media center, within the boundaries of the District, on the 22nd day of October, 2019, at 7 o'clock in the p.m.

The meeting was called to order by Mike Brown, President.

Present: Members Belcher, Brown, Burkhardt, Frederick, Reed,  
Vielbig, & Wanczyk

Absent: Members None

The following preamble and resolution were offered by Member Wanczyk  
and supported by Member Vielbig:

**WHEREAS**, this Board previously adopted a resolution to impose a summer tax levy to collect 100% of annual school property taxes, including debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The Board, pursuant to 1976 PA 451, as amended (the Revised School Code), invokes for 2020 its previously adopted ongoing resolution imposing a summer tax levy of all of annual school property taxes, including debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board and requests that each city and/or township in which the District is located collect those summer taxes.

2. The Superintendent or designee is authorized and directed to forward to the governing body of each city and/or township in which the District is located a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2020 in the amount specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be performed so that they are received by the appropriate governing bodies before January 1, 2020.

3. Pursuant to and in accordance with Section 1613(1) of the Revised School Code, the Superintendent or designee is authorized and directed to negotiate on behalf of the District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under MCL 380.1611 or MCL 380.1612. Any such proposed agreement shall be brought before this Board for its approval or disapproval.

# Fowlerville Community Schools

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7677 W. Sharpe Road, Suite A • Fowlerville, Michigan 48836  
(517) 223-6015 • Fax (517) 223-6022  
Wayne Roedel, Superintendent

Date: October 23, 2019

To: Township Official

From: Fowlerville Community Schools

Re: 2020 Summer Taxes

Enclosed is the Agreement for Collection of Summer Taxes. The Fowlerville Board of Education requests that the Township collect the district's summer school property taxes. If the Township agrees to do so, please sign and return the enclosed, original agreement and return it to the address below. If the Township will not agree to collect the district's summer tax levy, please notify me so other arrangements can be made.

Thanks for your continued help,



Wayne Roedel, Superintendent  
Fowlerville Community Schools

Mailing Address:

Fowlerville Community Schools  
Mr. Wayne Roedel  
7677 W. Sharpe Road, Suite A  
Fowlerville, MI 48836

Enclosures: Cover Letter  
Summer Tax Agreement, Original  
Resolution

NOV 04 2019

# AGENDA ITEM

9G-2

AGREEMENT FOR COLLECTION OF SUMMER SCHOOL PROPERTY TAXES

AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and between Howell Public Schools, with offices located at 411 N. Highlander Way, Howell, MI 48843 (hereinafter "School District") and Howell Township with offices located at 3525 Byron Road, Howell, MI 48855 (hereinafter "Township"), pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the Township of a Summer levy of School District property taxes for the year 2020.

The parties agree as follows:

1. The Township agrees to collect 100% of the total school non-homestead property taxes and 50% of the school debt property taxes as certified by the School District for levy on July 1, 2020 on property located within the Township. Interest earned on said taxes will be retained by the township.
2. The School District agrees to pay Township costs of assessment and collection as follows:

\$ 3.00 per parcel

It is understood that the tax rate as spread by the Township would also reflect the sum of 100% of the taxes of the Livingston Education Service Agency.

3. No later than June 15, 2020 the School District shall certify to the Township Supervisor the school millage to be levied on property for summer collection in 2020.
4. The Township Treasurer shall account for and deliver summer school tax collections as follows:
  - a. Summer Tax collections shall be paid to the School District within ten (10) business days from the 1st and 15th of each month. At your discretion, you may elect to discontinue summer tax disbursements to Howell Public Schools in November, December, January, and March.

SCHOOL DISTRICT

Signature authorized by Board  
of Education Resolution of  
\_\_\_\_\_ (date)

\_\_\_\_\_  
President

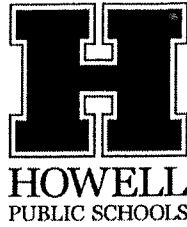
\_\_\_\_\_  
Secretary

TOWNSHIP

Signature authorized by Board  
of Trustees Resolution of  
\_\_\_\_\_ (date)

\_\_\_\_\_  
Supervisor

\_\_\_\_\_  
Clerk



November 20, 2019

Jean Graham, Clerk  
Howell Township  
3525 Byron Road  
Howell, MI 48855

Re: 2020 Summer Tax Collection

Dear Ms. Graham,

Attached please find a copy of our annual summer tax collection resolution recently passed by the Board of Education. This resolution authorizes collection of the school district's taxes this next summer. Through its resolution, the Board has determined to collect 100% of the 18 mills non-homestead and 50% of the debt millage.

In past years we have paid a \$3.00 per parcel fee for this collection. The fee was paid to offset your costs that were incurred for collecting the summer school tax.

Enclosed please find an Agreement for Collection of Summer School Property Taxes. If the per parcel fee is acceptable please sign and return this form to the address at the bottom of this memo.

I can be reached at 517-548-6230 if you have any questions.

Sincerely,

Richard P. Terres  
Associate Superintendent  
for Business

RPT/cc

enc.

cc: Treasurer

RECEIVED

NOV 25 2019

HOWELL TOWNSHIP

# AGENDA ITEM

9G-3



OCT 15 2019

**SUMMER TAX COLLECTION AGREEMENT**

The Township of Howell with offices located at 3525 Byron Rd., Howell, Michigan (the "township") pursuant to 1976 PA 451, as amended, for the purposes of providing for the collection by the Township of a summer levy of Livingston Educational Service Agency, Michigan (the "Agency") property taxes for the year 2020 and hereafter as provided below:

The Agency and the Township agree as follows:

1. The Township agrees to collect 100% of the total school millage in the summer as certified by the Agency for levy on all taxable property in addition to and not within the K-12 school district summer tax collection, including principal residence and other exempt property not subject to the 18 mill levy within the Fowlerville Community School district.
2. All interest and penalties, other than collection fees, that are imposed prior to the date the taxes are returned delinquent and that are attributable to school taxes, shall belong to the Agency.
3. The Agency agrees to pay the Township costs of assessment and collection at \$3.00 per parcel which represents reasonable expenses incurred by the Township in assessing and collecting Agency taxes, to the extent that the expenses are in addition to the expenses of assessing and collecting other taxes at the same time.
4. The Agency shall certify to the Township Treasurer the school millage to be levied on property for summer collection to the Township via a signed L-4029 within 3 weeks of Livingston County Equalization delivering their tax roll information to the Agency, or by June 15, whichever is earlier.
5. The Township Treasurer shall account for and deliver summer school tax collections to the Agency within ten (10) business days from the 1<sup>st</sup> and 15<sup>th</sup> of each month via electronic transfer, if and when possible.
6. In the event that state law is amended necessitating changes to this Agreement, the parties agree to negotiate changes to the Agreement in good faith to conform the Agreement to state law. Collection of summer taxes and payment for said collection shall not be disrupted or delayed due to the negotiation of or revision to this Agreement.
7. By execution of this Agreement, both parties certify and represent that the Agreement is authorized by the laws of the State of Michigan, that the individuals responsible for collecting the Agency taxes are and will be in compliance with all laws pertaining to their duties and responsibilities as a tax collecting agent, and that the signors are authorized by their respective governing bodies to execute this Agreement.
8. This Agreement is effective on the date of its execution and shall expire twelve months from the effective date.

IN WITNESS WHEREOF, the parties have executed this Agreement on the respective dates indicated below.

**LIVINGSTON EDUCATIONAL SERVICE AGENCY, MICHIGAN**

By *Teresa A. Zigman*  
Teresa A. Zigman

Its: Assistant Superintendent for Administrative Services

Dated: October 10, 2019

**TOWNSHIP OF HOWELL:** \_\_\_\_\_

By \_\_\_\_\_

Its \_\_\_\_\_

Dated \_\_\_\_\_



Livingston  
**EDUCATIONAL  
SERVICE** Agency

OCT 15 2019

October 11, 2019

Township/City Treasurer

Dear Treasurer,

Please find enclosed, is a copy of the December 14, 2005 resolution authorizing the collection of summer taxes and also a copy of the October 9, 2019 resolution reaffirming the original resolution.

The Board of Education requests that the township/city collect the district's summer school property taxes levied upon property located within the boundaries of the township/city. The Agency intends to collect 100% of the levy in the summer for Brighton, Fowlerville, Hartland, and Howell school districts. The levy in Pinckney will be collected 100% in the winter.

We anticipate the collection of fees will remain the same as last year. If you have any concerns or want to discuss further, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Teresa A. Zigman".

Teresa A. Zigman  
Assistant Superintendent of Administrative Services

enc.

RECEIVED

OCT 15 2019

## Summer Tax Resolutions

### Executive Summary:

In accordance with the Revised School Code, the Board must annually adopt a resolution to acknowledge its decision to impose summer taxes on an ongoing basis.

The Agency is required to forward a copy of the annual resolution and the resolution passed on December 14, 2005 to each city and/or township in which the Agency is located. The Agency must then request each city and/or township in which it is located to agree to collect the summer school property tax levy. Negotiations for the reasonable expenses for collection of the summer school property tax levy then follow.

### Recommendation:

I move that the Board approve the annual summer tax resolution as presented and authorize the Superintendent to negotiate the reasonable expenses for collection of the summer property tax levy.

# AGENDA ITEM

91

October 22, 2019

Howell Township Board of Trustees  
3525 Byron Road  
Howell, MI 48855

Re: Kimberly Babcock – Notice of Resignation from Howell Township Zoning Board of Appeals

Dear Howell Township Board:

Please allow this letter to serve as my notice of resignation from the Howell Township Zoning Board of Appeals. I have served as a ZBA member I believe since 2009 or 2010, and as Chairman since 2018. I have greatly enjoyed my time on the ZBA. Unfortunately, it is time for me to step down given other commitments with business travel and family obligations.

As discussed with Mr. Daus, I have agreed to continue my service until December 31, 2019 to allow time for the Township to find a replacement for my position. I am also willing to be a ZBA alternate if that is needed in the future.

Thank you,

Kimberly Babcock

RECEIVED

OCT 22 2019

HOWELL TOWNSHIP

# AGENDA ITEM

10B

HOWELL TOWNSHIP

1Q19	
<b>G2G CLOUD SOLUTIONS</b>	
Transaction Amount	\$2,956.29
Enhanced Access Fees	\$95.27
Net Enhanced Access Fees	\$60.03
<b>G2G CLOUD SOLUTIONS Share Back /</b>	<b>\$30.01</b>
<b>1Q19 Total Quarterly Share Back Amou</b>	
	<b>\$30.01</b>
2Q19	
<b>G2G CLOUD SOLUTIONS</b>	
Transaction Amount	\$865.56
Enhanced Access Fees	\$37.75
Net Enhanced Access Fees	\$23.79
<b>G2G CLOUD SOLUTIONS Share Back /</b>	<b>\$11.90</b>
<b>2Q19 Total Quarterly Share Back Amou</b>	
	<b>\$11.90</b>
3Q19	
<b>G2G CLOUD SOLUTIONS</b>	
Transaction Amount	\$776.66
Enhanced Access Fees	\$50.00
Net Enhanced Access Fees	\$31.52
<b>G2G CLOUD SOLUTIONS Share Back /</b>	<b>\$15.76</b>
<b>3Q19 Total Quarterly Share Back Amou</b>	
	<b>\$15.76</b>
4Q19	
<b>G2G CLOUD SOLUTIONS</b>	
Transaction Amount	\$2,168.41
Enhanced Access Fees	\$99.75
Net Enhanced Access Fees	\$62.86
<b>G2G CLOUD SOLUTIONS Share Back /</b>	<b>\$31.42</b>
<b>4Q19 Total Quarterly Share Back Amou</b>	
	<b>\$31.42</b>
<b>G2G CLOUD SOLUTIONS Share Back</b>	<b>\$89.09</b>
<b>Shareback YTD Total:</b>	<b>\$89.09</b>

1Q19	G2G CLOUD SOLUTIONS	Pay Type	Qty	Transaction Amount	Acc'd Access
	DOG LICENSES - OTC	CREDIT CARD	1	\$25.00	\$2.50
	GENERAL - OTC	CREDIT CARD	3	\$345.00	\$14.75
	UTILITY BILLING - OTC	CREDIT CARD	5	\$1,394.66	\$45.25
	WINTER TAX - OTC	CREDIT CARD	1	\$1,191.64	\$32.77
	<b>TOTAL</b>		<b>10</b>	<b>\$2,956.29</b>	<b>\$95.27</b>

2Q19	G2G CLOUD SOLUTIONS	Pay Type	Qty	Transaction Amount	Acc'd Access
	DLQ PERSONAL PROPERTY - OTC	CREDIT CARD	1	\$150.00	\$5.50
	DOG LICENSES - OTC	CREDIT CARD	2	\$50.00	\$5.00
	GENERAL - OTC	CREDIT CARD	2	\$125.00	\$8.00
	SUMMER TAX - OTC	CREDIT CARD	2	\$336.73	\$11.00
	WINTER TAX - OTC	CREDIT CARD	1	\$203.83	\$8.25
	<b>TOTAL</b>		<b>8</b>	<b>\$865.56</b>	<b>\$37.75</b>

3Q19	G2G CLOUD SOLUTIONS	Pay Type	Qty	Transaction Amount	Acc'd Access
	DOG LICENSES - OTC	CREDIT CARD	4	\$160.00	\$13.00
	GENERAL - OTC	CREDIT CARD	6	\$335.00	\$22.50
	UTILITY BILLING - OTC	CREDIT CARD	4	\$281.66	\$14.50
	<b>TOTAL</b>		<b>14</b>	<b>\$776.66</b>	<b>\$50.00</b>

4Q19	G2G CLOUD SOLUTIONS	Pay Type	Qty	Transaction Amount	Acc'd Access
	DOG LICENSES - OTC	CREDIT CARD	1	\$25.00	\$2.50
	GENERAL - OTC	CREDIT CARD	14	\$911.26	\$57.50
	SUMMER TAX - OTC	CREDIT CARD	2	\$1,141.87	\$35.75
	UTILITY BILLING - OTC	CREDIT CARD	1	\$90.28	\$4.00
	<b>TOTAL</b>		<b>18</b>	<b>\$2,168.41</b>	<b>\$99.75</b>
<b>YTD</b>			<b>50</b>	<b>\$6,766.92</b>	<b>\$282.77</b>



# AGENDA ITEM

10D

**ADD REU**

Permit #	Contractor	Job Address	Fee Total
PREU19-001	SMART 1 HOLDINGS LLC	1100 DURANT DR	\$5,772.00
<b>Work Description:</b>			
PREU19-002	SMART 1 HOLDINGS LLC	1100 DURANT DR	\$4,680.00
<b>Work Description:</b>			

**Total Permits For Type: 2**  
**Total Fees For Type: \$10,452.0**

**Commercial Land Use**

Permit #	Contractor	Job Address	Fee Total
P19-140	MC DONALD'S CORP	1360 N BURKHART	\$150.00
<b>Work Description:</b> INSTALLATION OF TWO PRE-SELL MENU BOARDS: 8.87 SQUARE FOOT, 19.21 SQUARE FOOT, REPLACING THE EXISTING DRIVE THRU MENU BOARDS. RE-DOING ACCESS ROAD.			
P19-141	SMART 1 HOLDINGS LLC	1100 DURANT DR	\$250.00
<b>Work Description:</b> 24,400 SQ FT INDUSTRIAL BUILDING. OFFICE AREA INCLUDED.			

**Total Permits For Type: 2**  
**Total Fees For Type: \$400.00**

**Residential Land Use**

Permit #	Contractor	Job Address	Fee Total
P19-137	REED JASON W	5204 CRANDALL	\$50.00
<b>Work Description:</b> ADDING A COVERED PORCH AND RE-ROOFING THE HOUSE.			
P19-154	BOWMAN LUKE AND ANNA	3680 W MARR	\$75.00
<b>Work Description:</b> SECOND STORY ADDITION JOSIE MODRACK APPROVED BY JOE DAUS			
P19-148	MOORE BRIAN A	4700 N BURKHART	\$50.00
<b>Work Description:</b> REMOVE EXISTING DECK AND REPLACE WITH A 10 X 12 WOOD DECK.			
P19-153	CARROLL EARL D	315 DAMA VIEW CT	\$75.00

**Work Description:** 30' X 40' DETACHED ACCESSORY STRUCTURE  
SIDE YARD SETBACK VARIANCE GRANTED AT 10.28.2019 ZBA MEETING.

---

P19-150 HESS KIMBERLY ELLEN 3505 AMBER OAKS DR \$50.00

**Work Description:** KEVIN BURCHFIELD HAS SPOKE WITH JOE MULTIPLE TIMES ON THIS FENCE.  
ALL PAPERWORK ACCOUNTED WITHIN SETBACKS. - 6' WOODEN PRIVACY FENCE. NOT  
SHADOWBOX

---

P19-146 ZEHNDER SCOTT A AND CHE 3610 AMBER OAKS DR \$50.00

**Work Description:** FENCE IN BACK YARD

---

P19-138 WESTVIEW CAPITAL LLC 3280 HILL HOLLOW LN \$105.00

**Work Description:** 1822 SQ FT SINGLE FAMILY DWELLING ON A FULL BASEMENT WITH A TWO CAR ATTACHED  
GARAGE AND A 10' X 10' PATIO

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P19-145 WESTVIEW CAPITAL LLC 3276 HILL HOLLOW LN \$105.00

**Work Description:** BI-LEVEL 2059 SQ. FT. SINGLE FAMILY DWELLING, ATTACHED TWO CAR GARAGE

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P19-144 WESTVIEW CAPITAL LLC 3135 IVY WOOD CIR \$105.00

**Work Description:** BI-LEVEL 2059 SQ. FT. SINGLE FAMILY DWELLING, TWO CAR ATTACHED GARAGE

---

P19-139 WESTVIEW CAPITAL LLC 3209 HILL HOLLOW LN \$105.00

**Work Description:** 2059 SQ FT, BI-LEVEL SINGLE FAMILY DWELLING, ATTACHED TWO CAR GARAGE, 10X10 PATIO

---

P19-147 WESTVIEW CAPITAL LLC 3231 HILL HOLLOW LN \$105.00

**Work Description:** TWO STORY 1516 SQ. FT. SINGLE FAMILY DWELLING, TWO CAR ATTACHED GARAGE, 10 FT. BY 10  
FT. PATIO

---

P19-142 LONDY GEORGE L & PATTY G 2061 TOOLEY \$50.00

**Work Description:** CONSTRUCTINO OF FENCE ALONG NORTH PROPERTY LINE. VARIANCE REQUEST WAS  
APPROVED (09.23.2019 ZBA) ALLOWING FENCE IN FRONT YARD.

---

P19-149 PINEVIEW VILLAGE LLC HIGHLAND \$110.00

**Work Description:** RE-ROOF, NO STRUCTURAL CHANGES, 11 BUILDINGS.

---

P19-143 TRASK HEATHER 994 RIVER LINE \$10.00

**Work Description:** LIFTING SKY LITE 8" - NO OTHER STRUCTURAL CHANGES. RE-SHINGLE - OKAY BY JOE.

---

P19-152 MAURA & PFENNINGER 5471 BRADBURY \$75.00

**Work Description:** 24'X24' GARAGE

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P19-151 WILSON KAREN E 4438 WYNNWOOD \$75.00

**Work Description:** COSMETICALLY ATTACHED CAR PORT

---

P19-155 MOORE KELLY L & TINA MAR 266 HARMON \$10.00

**Work Description:** RE-ROOF, NO STRUCTURAL CHANGES

---

**Total Permits For Type: 17**  
**Total Fees For Type: \$1,205.00**

## Sewer Connection

Permit #	Contractor	Job Address	Fee Total
PWS19-025	WESTVIEW CAPITAL LLC	3280 HILL HOLLOW LN	\$0.00
<b>Work Description:</b>			
PWS19-022	WESTVIEW CAPITAL LLC	3276 HILL HOLLOW LN	\$0.00
<b>Work Description:</b>			
P17-176	G L B PARTNERS LLC	3135 IVY WOOD CIR	\$0.00
<b>Work Description:</b>			
P17-182	G L B PARTNERS LLC	3209 HILL HOLLOW LN	\$0.00
<b>Work Description:</b>			
P17-194	G L B PARTNERS LLC	3231 HILL HOLLOW LN	\$0.00
<b>Work Description:</b>			
PWS19-042	SMART 1 HOLDINGS LLC	1100 DURANT DR	\$7,534.80
<b>Work Description:</b>			
<b>Total Permits For Type:</b>			<b>6</b>
<b>Total Fees For Type:</b>			<b>\$7,534.80</b>

## Water Connection

Permit #	Contractor	Job Address	Fee Total
PWS19-024	WESTVIEW CAPITAL LLC	3280 HILL HOLLOW LN	\$0.00
<b>Work Description:</b>			
PWS19-023	WESTVIEW CAPITAL LLC	3276 HILL HOLLOW LN	\$0.00
<b>Work Description:</b>			
P17-175	G L B PARTNERS LLC	3135 IVY WOOD CIR	\$0.00
<b>Work Description:</b>			
P17-181	G L B PARTNERS LLC	3209 HILL HOLLOW LN	\$0.00
<b>Work Description:</b>			
P17-193	G L B PARTNERS LLC	3231 HILL HOLLOW LN	\$0.00
<b>Work Description:</b>			
PWS19-043	SMART 1 HOLDINGS LLC	1100 DURANT DR	\$7,534.80
<b>Work Description:</b>			

Total Permits For Type:	6
Total Fees For Type:	\$7,534.80

## Report Summary

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Population: All Records

Permit.DateIssued Between  
10/1/2019 12:00:00 AM AND  
10/31/2019 11:59:59 PM

<b>Grand Total Fees:</b>	<b>\$27,126.6</b>
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<b>Grand Total Permits:</b>	<b>33</b>
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**ADDRESS ASSIGNMENT**

Permit #	Contractor	Job Address	Fee Total
PA19-010	CBD PROPERTIES INC	987 SLEAFORD RD	\$25.00
<b>Work Description:</b> ON THE WEST SIDE OF SLEAFORD RD SOUTH OF GRAND RIVER AND JUST NORTH OF THE RAIL ROAD TRACKS			

**Total Permits For Type: 1**  
**Total Fees For Type: \$25.00**

**Commercial Land Use**

Permit #	Contractor	Job Address	Fee Total
P19-158	MARKHAM PROPERTIES II LLC	1360 N BURKHART	\$110.00
<b>Work Description:</b> REMODELING EXISTING MC DONALDS			
P19-164	HELIGROUP LLC	4100 LAMBERT DR	\$50.00
<b>Work Description:</b> INTERIOR RENOVATIONS			

**Total Permits For Type: 2**  
**Total Fees For Type: \$160.00**

**Residential Land Use**

Permit #	Contractor	Job Address	Fee Total
P19-160	WESTVIEW CAPITAL LLC	3288 HILL HOLLOW LN	\$105.00
<b>Work Description:</b> SINGLE FAMILY DWELLING (2 STORY) (2023 TOTAL SQ. FT.), FINISHED BASEMENT (397 SQ. FT.), ATTACHED GARAGE (400 SQ. FT.), BACK PATIO (3' X 4'), JM SUPERVISED BY JD			
P19-156	SCHLACK LAWRENCE D AND	3870 WARNER	\$50.00
<b>Work Description:</b> 156 FT OF 4 FT TALL BLACK CHAIN LINK FENCE WITH 3 GATES. ATTACHED TO BACK OF HOUSE.			
P19-161	KALIS MARC & SHARON	4290 W GRAND RIV	\$10.00
<b>Work Description:</b>			
P19-159	LYNCH STEVEN F & MICHELL	2300 ARMOND	\$75.00
<b>Work Description:</b> 25 X 30 DETACHED GARAGE IN THE FRONT YARD PER ZBA APPROVAL			
P19-157	WALL JAMES C	67 CASTLEWOOD	\$10.00

**Work Description:** RE-ROOF. FOR HOUSE AND GARAGE. (JM)

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P19-162	CLIFTON ERIC E & LORI S	1041 WILLOW LN	\$10.00
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**Work Description:** BASEMEENT WATER PROOFING

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**Total Permits For Type: 6**

**Total Fees For Type: \$260.00**

## Sewer Connection

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Permit #	Contractor	Job Address	Fee Total
PWS19-020	WESTVIEW CAPITAL LLC	3288 HILL HOLLOW LN	\$0.00

**Work Description:**

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**Total Permits For Type: 1**

**Total Fees For Type: \$0.00**

## Sign

---

Permit #	Contractor	Job Address	Fee Total
P19-163	MARKHAM PROPERTIES II LLC	1360 N BURKHART	\$225.00

**Work Description:** TWO 14 SQ FT ARCH WALL SIGNS, ONE 2.6 SQ FT WELCOME SIGN  
TWO 32.83 SQ FT MCDONALD'S WALL SIGNS.

---

**Total Permits For Type: 1**

**Total Fees For Type: \$225.00**

## Water Connection

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Permit #	Contractor	Job Address	Fee Total
PWS19-021	WESTVIEW CAPITAL LLC	3288 HILL HOLLOW LN	\$0.00

**Work Description:**

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PWS19-006	FERNCO DEVELOPMENT LTD	2440 W GRAND RIV	\$0.00
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**Work Description:**

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**Total Permits For Type: 2**

**Total Fees For Type: \$0.00**

# Report Summary

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Population: All Records

Permit.DateIssued Between  
11/1/2019 12:00:00 AM AND  
11/30/2019 11:59:59 PM

**Grand Total Fees:** \$670.00

**Grand Total Permits:** 13



# AGENDA ITEM

10E

## **Monthly Activity Report for October 2019 – Assessing Dept/Brent Kilpela**

### **MTT UPDATE:**

**Chestnut Development LLC v Howell Township:** Filed answer to appeal on July 15<sup>th</sup>. Prehearing General Call set for May 18, 2020 with valuation disclosure due by February 19, 2020.

**Chestnut Development LLC v Howell Township:** Filed answer to appeal on July 15<sup>th</sup>. Prehearing General Call set for May 18, 2020 with valuation disclosure due by February 19, 2020.

**Chestnut Crossing LLC v Howell Township:** Filed answer to appeal on July 15<sup>th</sup>. Prehearing General Call set for May 18, 2020 with valuation disclosure due by February 19, 2020.

**Amerilodge v Howell Township:** Filed answer to appeal on August 21<sup>st</sup>. Prehearing General Call set for August 16, 2020 with valuation disclosure due by May 20, 2020. Counsel attempted a settlement on this appeal. The comparable sales and methods used were not satisfactory in my judgement. Waiting for response to my rebuttal.

**Burkhart Ridge v Howell Township:** Filed answer to appeal on October 9<sup>th</sup>. Spoke with opposing counsel after September hearing. This appeal will most likely be withdrawn similar to the 2018 appeal.

**SMALL CLAIMS TRIBUNAL:** No pending litigation.

### **ASSESSING OFFICE:**

**ASSESSOR:** Filed paperwork petitioning the State Tax Commission to return two parcels to the tax roll. These parcels had Veterans Exemptions for 2019. They were both sold prompting the exemption to be removed. The petitions will be reviewed at the December State Tax Commission meeting.

**OTHER:** Gathered quotes for the oblique imagery proposed project. Prepared 1<sup>st</sup> quarter financial report for year ending June 30<sup>th</sup> 2020.

## **Monthly Activity Report for November 2019 – Assessing Dept/Brent Kilpela**

### **MTT UPDATE:**

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**SMALL CLAIMS TRIBUNAL:** No pending litigation.

### **ASSESSING OFFICE:**

**ASSESSOR:** Worked on petitions for December Board of Review. We have six petitions that the board will act on. We will be preparing and mailing out Personal Property Statements instead of using the third party vendor. This will save the township money. We can now handle this because of the change in the law that the Small Business Tax Exemption does not have to be filed for each year. It now stays in place much like a Principal Residence Exemption. Businesses are required to file a rescission if they go over the \$80,000 true cash value threshold. Also working on the 2020 assessment roll.

**OTHER:** Assisted the audit firm in gathering the required information for the 2018-2019 audit.

# AGENDA ITEM

10H

**HOWELL TOWNSHIP PLANNING COMMISSION  
OCTOBER 22, 2019 MEETING SYNOPSIS**

- Meeting began at 6:35 P.M.
- **MOTION** to approve the October 22, 2019 Planning Commission Agenda with amendments.
- Parks Report: Legend of Sleepy Howell was a success the past weekend (10.19.2019), interested in hearing feedback from those who attended because of the changes made to this year's setup compared to past.
- Updated Non-Motorized Plan (dated 10.22.2019)
  - Public Hearing: no comments from the public
  - **MOTION** carried 5 to 0 "To recommend adopting the proposed updated non-motorized plan, dated 10.22.2019, to the Howell Township Board."
- **MOTION** carried "To adjourn." at 7:16 P.M.

HOWELL TOWNSHIP PLANNING COMMISSION SYNOPSIS  
6:30 P.M., **NOVEMBER 26, 2019** MEETING  
3525 BYRON RD, HOWELL MI 48855

1. Zoning Board of Appeals Report:
  - a. Kim Babcock has sent her letter of resignation as ZBA Chairwoman. The last day of her term is December 31, 2019. Willing to be a ZBA alternate.
2. Updated Non-Motorized Plan:
  - a. Motion was made at the October 22, 2019 PC meeting to recommend the Township Board to adopt the Updated Non-Motorized Plan. The November Board meeting was postponed, it is on the December Board meeting agenda.
3. Livingston County Department of Planning: Scott Barb and Jeanne Clum
  - a. Current projects: 1. Inventorying and mapping agricultural resources to illustrate prime farmlands and environmentally sensitive areas, etc. in effort to preserve the County's rural areas. 2. Community profiles two year update now available on the County website. 3. Working to identify and map trails both multi-mobile and non-motorized, trying to fill the gaps within the trail networks. 4. Fillmore County Park (Kellogg Road), not officially open, but project is officially complete. 5. Master Plan is complete and currently at the implementation stages.
4. Final Site Plan Review – Bedrock Ventures, LLC: Parcel #4706-32-300-003, File #PC-2019-14, (Schmucks Brewing, Brad Jonckheere):
  - a. Motion was carried to approve the final site plan of Bedrock Ventures, LLC, parcel #4706-32-300-003, File #PC-2019-14, (Schmucks Brewing, Brad Jonckheere) provided all of the items in the Township Planner's Revised Review dated October 30, 2019 are addressed, as well as obtaining all necessary approvals from all outside agencies noted in the Engineer's Review dated November 21, 2019, and that an updated final site plan is submitted to the Township for Administrative Review for approval.
5. Innovation Zone District Ordinance and Changes to the Howell Township Zoning Map:
  - a. Public Hearing: Corrigan Oil representative was present to discuss the potential non-conforming uses if the ordinance is implemented. Discussion.
  - b. Motion carried to postpone action on the Innovation Zone District Ordinance and Changes to the Howell Township Zoning Map.

Unapproved Minutes will be posted by December 5, 2019

Josie Modrack, Recording Secretary

# AGENDA ITEM

101



**HOWELL TOWNSHIP ZONING BOARD OF APPEALS**  
**SYNOPSIS: OCTOBER 28, 20019 – SPECIAL MEETING**

1. Meeting called to order at 6:30 P.M.
2. Motion passed “to approve the dimensional variance request of -43 feet from Petitioner, Earl Carroll, file #PZBA-2019-11, parcel ID #4706-13-101-008, 315 Dama View Court, permitting the installation of a detached accessory structure within side yard setbacks.”
3. Motion passed to adjourn meeting at 7:13 P.M.

**HOWELL TOWNSHIP ZONING BOARD OF APPEALS**  
**SYNOPSIS: NOVEMBER 18, 2019**

1. Motion passed to amend the October 21, 2019 Zoning Board of Appeals meeting minutes.
2. Motion passed “To grant the approval of the dimensional variance request made by petitioner, Steve Lynch, File #PZBA-2019-12, Parcel #4706-23-400-040, 2300 Armond Road, for -190 feet allowing the placement of an accessory structure in front of the rear line of the house.”
3. Motion passed “To grant the approval of the dimensional variance request made by petitioner, John Gray, File #PZBA-2019-13, Parcel #4706-15-100-021, 2551 Amberwood Trail, for -15 feet allowing the placement of a detached accessory structure in front of the rear line of the house.”
4. Vice-Chairperson Andrew Sloan spoke on behalf of Howell Township Zoning Board of Appeals to recognize and thank Zoning Board of Appeals Chairperson Kim Babcock “for a decade worth of her service on the Howell Township ZBA”. Also mentioned that Chairperson Kim Babcock, once resigned in December 2019, is willing to be an alternate member on the ZBA.
5. Motion passed to adjourn meeting at 6:58 P.M.

# AGENDA ITEM

10J

Howell Township  
Waste Water Treatment Plant  
Meeting: October 17, 2019 10am

Attending: James Soper, Greg Tatara, Jim Aulette, Brent Kilpela, Jean Graham, Jonathan Hohenstein

Please see James's attached report for details on the plant operation.

**Skimmers:** The new parts have been installed.

**Non-Potable Water System:** James hasn't been able to get to this project yet.

**EQ Basin:** James could not find the original quotes. He will be calling around for new quotes.

**pH Issues:** The pH issues persist. Will wait to see if the new equipment approved by the Board helps with this issue once it is installed. James has done some testing and discovered that the pH drops after the clarifiers. M&K will be out soon to clean out the ferric chamber and will be careful that this doesn't temporarily increase the pH issues. James will also be ordering more soda ash because they are running low.

**Cleaning:** James will be getting M&K out soon to clean the known trouble spots in the collection system.

**RAS Pumps:** Of the three RAS pumps two are having issues. James has called UIS to come out and work on pump #3. It appears pump #2 has a plugged impeller and may be an easy fix. These pumps are critical to plant operation and will be a high priority.

**Aeration Basin Diffusers:** Inframark has sent some workers through the plant helping get some projects done including getting these diffusers rebuilt. Of the seven chains of diffusers two have been overhauled. James will be ordering parts so that when more workers are sent to the plant he has the parts needed to work on this project.

**Pump Stations:** Jim let James know that two of our pump stations will need to be switched to 4G before January, when 3G service is being terminated. James will look into getting these stations switched over to 4G. Had discussion on updating all pump stations to KISM controls or other possibilities. Should also look into new SCADA system to help operate the plant.

Respectfully submitted,  
Jonathan Hohenstein

## Summary

Please find in this report details that describe the monthly operating characteristics and performance of the wastewater treatment plant and lift stations, as well as other noteworthy items that occurred in September. We are always available to discuss any of these matters in greater detail if you have any further questions or comments. There were two daily minimum effluent pH violations in September. The details of the violations are described in greater detail below. We are thankful for the continued opportunity to partner with Howell Township.

## Items Requiring Action

We would like further discussion and consideration on the following:

Criticality**	Request	Impact	Est. Cost	Timing
High	Flow pace the ferric feed pumps to the effluent flow meter	Has the potential to eliminate low limit pH violations. More effective use of ferric that should reduce the annual consumption. This will enable automatic read time adjustments of the ferric chemical feed to increase and decrease as the flows through the plant fluctuates.	\$4,375	Pending
High	Detail collection system maintenance scope in a contract revision that includes additional staffing and reallocate resources.	Developing a collection system maintenance program and proactive collection system checks for areas that need cleaning. Addressing grease problems. Organize sewer cleaning and televising. Response to customer service calls and new tap/cut off inspections. Mercury minimization plan sampling and reporting.	TBD	Inframark is developing a proposal that will be presented to the Howell Township Board.

Criticality**	Request	Impact	Est. Cost	Timing
High	Replace one UV system module. UV system currently has 3 of original 4 UV modules in service. module.	Bring UV system back to original capacity with 4 working modules.	\$30,000	Inframark is communicating with Ultra Tech to define all the costs. A detailed proposal is forthcoming.

## Operations

The treatment plant experienced effluent pH daily violations on September 4 and 7. We are continuing to experience difficulties maintaining a constant effluent pH above 6.5 SU while also dosing ferric to maintain effluent total phosphorus results below 0.50 mg/L. The chemical ferric chloride is added to the process to remove the phosphorus. However, ferric chloride is an acid and lowers the pH. Too little addition of ferric results in high effluent phosphorus and too much results in low effluent pH. This leaves a small target window for dosing that changes as conditions in the plant change. We conducted a conference call discussion with the Inframark internal operation support team and came away with the following recommendations. The first recommendation is to flow pace the ferric chemical feed pumps. The other action items are recommended if flow pacing of the chemical feed pumps does not deliver the desired results.

- Investigate the possibility of flow pacing the ferric chloride chemical feed pumps with the effluent flow meter. Currently the dosing of ferric is manually set and doses the same continuous rate even though flows vary widely throughout the day. A quote from UIS to flow pace the pumps has been presented to Howell Township.
- Look into alternative chemicals that can be used to precipitate the phosphorus from the wastewater without lowering pH. Poly Aluminum Chloride (PAC) is an alternative option.
- Consider the addition of caustic soda after filtration to increase the pH prior to effluent sampling point.
- We are also evaluating the potential to add a second ferric chloride dosing point to the front portion of the biolac basin where the influent and RAS flows enter.

A copy of the treatment plant performance data can be found at the end of this report. You can see that all other operating parameters were within permit limits for the month.

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## Maintenance & Repair

A copy of the monthly maintenance report is attached. A total of 35 preventive maintains work orders were completed in September.

One row of diffuser assemblies have now been installed, minus one diffuser was placed in another row to replace one that had fallen off (this accounts for th original 13 that were ordered). We have ordered another set of new diffusers to swap out an additional row. The old diffuser assemblies have been taken apart into the individual parts, so we can go through them and replace the worn-out parts and retain for further use the parts that can be salvaged.

A copy of the lift station checks and run time data report is attached. Lift station #8 had a fail to start alarm, went on site and tried to start it with no success. Cummins went to the site and the generator started, it was believed to have had an air pocket in the gas line. Burkhart lift station wet well was cleaned.

Malcomb Burgess, a mechanic from Danville Virginia, was brought on site for a week to assist with some maintainance, his first day was 9/30/19. He started working on replacing the rubber to the skimmer arms on the clarifiers.

## Miss Dig System

A total of 156 requests for sewer line locates were received in September. Of those 123 were responded to as no potential conflict to the township sewers and 33 locates were marked with paint and flagging.

## Health & Safety

There were no safety incidents in September.

## Personnel

Onsite personnel serving the project during September included James Soper, Andre Randall, Bill Jones, Clint Houseworth. James Soper is now serving as certified operator of the WWTP.



Howell Township  
Waste Water Treatment Plant  
Meeting: November 21, 2019 10:20am

Attending: James Soper, Greg Tatara, Jim Aulette, Brent Kilpela, Jean Graham, Jonathan Hohenstein

Please see James's attached report for details on the plant operation.

**Non-Potable Water System:** James hasn't been able to get to this project yet.

**EQ Basin:** James could not find the original quotes. He will be calling around for new quotes.

**pH Issues:** The pH issues persist. Will need to give the new ferric equipment time to operate and track the pH before knowing if additional action is required. M&K cleaned out the ferric chamber and it did cause a pH spike and permit violation but issue has calmed down since this event. With preliminary information it appears they are starting to use much less ferric chloride. James discussed possibly adding a soda ash dispenser to the end of the plant if necessary. Greg informed us that the State would have to approve such an addition.

**Cleaning:** M&K cleaned the known trouble spots in the collection system. Most areas looked good. The worst spot was the known sag in the line by Brewer Road.

**Personnel Update:** Informed that Clint Houseworth has left Inframark for another job. Going forward any correspondence should be sent to Mike Moler. Inframark continues to work on additional staffing proposal.

**Sampler:** James will be getting quotes to change the influent sampler to the same method as the effluent sampler.

**Generators:** Cummins has been going through our generators. **Recommend approval for quote from Cummins on generator maintenance items not to exceed \$1,600 as presented.** May receive additional quote for Trans West generator issue which was not available as of WWTP meeting. Greg did recommend looking into one additional portable generator for emergencies.

Respectfully submitted,  
Jonathan Hohenstein

October 17, 2019

Mr. Mike Coddington  
Township Supervisor  
Howell Township  
3525 Byron Road  
Howell, MI 48855

Re: Letter of Transmittal - Monthly Operation Report

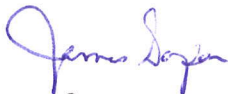
Dear Mike,

Please find attached the Monthly Client Report for October 2019.

We have read, reviewed and vetted all information conveyed in this report and verify the accuracy of all data. Additionally, this report provides a representation of the overall operations for the month reported.

If you have questions or comments, please feel free to call 517-518-1355.

Sincerely,



James Soper  
Plant Manager



Reviewed by: Michael Moler  
Title: Regional Manager

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## Summary

Please find in this report details that describe the monthly operating characteristics and performance of the wastewater treatment plant and lift stations, as well as other noteworthy items that occurred in October. We are always available to discuss any of these matters in greater detail if you have any further questions or comments. There was one daily minimum effluent pH violation in October. The details of the violation are described in greater detail below. We are thankful for the continued opportunity to partner with Howell Township.

## Items Requiring Action

We would like further discussion and consideration on the following:

Criticality**	Request	Impact	Est. Cost	Timing
High	Flow pace the ferric feed pumps to the effluent flow meter	Has the potential to eliminate low limit pH violations. More effective use of ferric that should reduce the annual consumption. This will enable automatic read time adjustments of the ferric chemical feed to increase and decrease as the flows through the plant fluctuates.	\$4,375	Equipment installed on 10/30/19, was unable to get the programming completed. Scheduled for 11/7/19
High	Detail collection system maintenance scope in a contract revision that includes additional staffing and reallocate resources.	Developing a collection system maintenance program and proactive collection system checks for areas that need cleaning. Addressing grease problems. Organize sewer cleaning and televising. Response to customer service calls and new tap/cut off inspections. Mercury minimization plan sampling and reporting.	TBD	Inframark is developing a proposal that will be presented to the Howell Township Board.

Criticality**	Request	Impact	Est. Cost	Timing
High	Replace one UV system module. UV system currently has 3 of original 4 UV modules in service. module.	Bring UV system back to original capacity with 4 working modules.	\$30,000	Inframark is communicating with Ultra Tech to define all the costs. A detailed proposal is forthcoming.
High	Flow pace the Influent (raw) sampler. The equipment to get a flow signal to the sampler is not in place.	The effluent sample is collected based on flow. The influent sample is collected based on time (a sample is collected every 15 minutes), they should both be flow based.	TBD	UIS is providing a quote.
High	Update SCADA to VT SCADA. Inframark is working on putting together a guideline for work to be accomplished to update SCADA.	Allow multiple quotes to be submitted based on the same scope of work		TBT

## Operations

The treatment plant experienced an effluent pH daily violation on October 30. We are continuing to experience difficulties maintaining a constant effluent pH above 6.5 SU while also dosing ferric to maintain effluent total phosphorus results below 0.50 mg/L . The chemical ferric chloride is added to the process to remove the phosphorus. However, ferric chloride is an acid and lowers the pH. Too little addition of ferric results in high effluent phosphorus and too much results in low effluent pH. This leaves a small target window for dosing that changes as conditions in the plant change. We conducted a conference call discussion with the Inframark internal operation support team and came away with the following recommendations. The first recommendation is to flow pace the ferric chemical feed pumps. The other action items are recommended if flow pacing of the chemical feed pumps does not deliver the desired results.

- Flow pacing the ferric chloride chemical feed pumps with the effluent flow meter was started. The equipment was installed on 10/30/19, programming is scheduled for 11/7/2019. Currently the dosing of ferric is manually set and doses the same continuous rate even though flows vary widely throughout the day. If pH violations continue after the flow pacing of the ferric we will visit other options listed below.
- Look into alternative chemicals that can be used to precipitate the phosphorus from the wastewater without lowering pH. Poly Aluminum Chloride (PAC) is an alternative option.
- Consider the addition of caustic soda after filtration to increase the pH prior to effluent sampling point.



- 
- We are also evaluating the potential to add a second ferric chloride dosing point to the front portion of the biolac basin where the influent and RAS flows enter.

A copy of the treatment plant performance data can be found at the end of this report. You can see that all other operating parameters were within permit limits for the month.

## Maintenance & Repair

A copy of the monthly maintenance report is attached. A total of 53 preventive maintains work orders were completed in October.

A second row of diffuser assemblies have now been installed with the assistance of a mechanic from another Inframark facility in Virginia. The old diffuser assemblies have been taken apart into the individual parts, so we can go through them and replace the worn-out parts and retain for further use the parts that can be salvaged. We may be at the end of the season this year for working on the biolac system, but if weather and time allow we will work on the project. Also a second mechanic from Inframarks Virginia facility worked on the clarifier scraper arms, repair was started in September and completed in October.

A copy of the lift station checks and run time data report is attached. Burkhart lift stations pump 2 hour meter was not working, it was replaced and is working now. There have been a number of the lift stations that have not had all of the pumps hour meters read. Inframark became aware that some of the panels that were being accessed had open power in the spaces and there policy is for only electrically qualified personel to access such panels based on a safety concern of arc flash. UIS has recently toured the stations to view the panels and make recommendations.

## Miss Dig System

125 miss digs were responded to as no potential conflict to the township sewers and 28 locates were marked with paint and flagging.

## Health & Safety

There were no safety incidents in October.

## Personnel

Onsite personnel serving the project during October included James Soper, Andre Randall, Bill Jones and Clint Houseworth, with Mike Moler as the Regional Manager.



Payment terms are 30 days from invoice date unless otherwise agreed upon in writing. Remit to:  
 #774494  
 4494 Solutions Center  
 Chicago, IL 60677-4004

RECEIVED

NOV 21 2019

HOWELL TOWNSHIP

NEW HUDSON MI BRANCH  
 54250 Grand River Avenue  
 New Hudson, MI 48165-  
 (248)573-1900

INVOICE NO
ESTIMATE
REMIT TO:#774494 4494 Solutions Center Chicago,IL 60677-4004

**BILL TO**

HOWELL TOWNSHIP  
 3525 BYRON RD  
 HOWELL, MI 48855-7751

**OWNER**

HOWELL TWP WATER #8  
 3888 OAK GROVE RD  
 HOWELL, MI 48855-9537  
 BILL JONES - 734 260-4887

PAGE 1 OF 2

\*\*\* CHARGE \*\*\*

DATE	CUSTOMER ORDER NO.	DATE IN SERVICE	ENGINE MODEL	PUMP NO.	EQUIPMENT MAKE
12-NOV-2019		03-OCT-2006	50.0DGCA-5764798T		ONAN
CUSTOMER NO.	SHIP VIA	FAIL DATE	ENGINE SERIAL NO.	CPL NO.	EQUIPMENT MODEL
212305		11-NOV-2019	F060933259	QFKIT	GEN SET
REF. NO.	SALESPERSON	PARTS DISP.	MILEAGE/HOURS	PUMP CODE	UNIT NO.
209433					WATER #8 DIESEL

QUANTITY ORDERED	BACK ORDERED	QUANTITY SHIPPED	PART NUMBER	DESCRIPTION	PRODUCT CODE	UNIT PRICE	AMOUNT
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OSN/MSN/VIN F060933259

**COMPLAINT**

DURING OUR RECENT SERVICE ON ONE OF YOUR GENERATORS OUR TECHNICIAN NOTED THAT THE BATTERY, MAG PICK-UP, THERMOSTAT AND HEATER NEED REPLACEMENT. THE RADIATOR IS DIRTY AND NEEDS TO BE CLEANED. RODENTS ARE GETTING IN THE UNIT SO RODENT DETERRENT (METAL SCREENING AND SPRAY FOAM) SHOULD BE PUT INTO PLACE TO HELP KEEP THEM OUT.

TO APPROVE THESE REPAIRS, SIGN BELOW AND RETURN TO JENNIFER.KEBLAITIS@CUMMINS.COM.

THANK YOU FOR USING CUMMINS SALES AND SERVICE.

\*\*SOMEONE NEEDS TO BE ON SITE TO UNLOCK BREAKER PANEL CABINETS.\*\*

1	0	C4D	P G4D CCA1100 RC325	NABS		143.41	143.41
1	0	D-CORE-D	CORE	CLEAN		45.00	45.00
-1	0	D-CORE-D	CORE	DIRTY		45.00	- 45.00
1	0	3890245-C	PAC, TANKR	FLG		191.22	191.22
1	0	PO#13270	MISC SUPPLIES	E1-NONSTOCK C.C. KUKULKA		46.50	46.50
1	0	150-2201	SENSOR-MAG SPEED	ONAN		182.81	182.81
1	0	3802968	THERMOSTAT	CECO		43.90	43.90
10	0	CC2825	ES COMP EG	FLG		15.30	153.00
1	0	130-3721-01	CAP-RADIATOR	ONAN		12.59	12.59

PARTS:	773.43
PARTS COVERAGE CREDIT:	0.00CR
TOTAL PARTS:	773.43
SURCHARGE TOTAL:	0.00

Completion date : 12-Nov-2019 09:27AM. Estimate expires : 11-Dec-2019 09:27AM.

Billing Inquiries? Call (877)480-6970

THERE ARE ADDITIONAL CONTRACT TERMS ON THE REVERSE SIDE OF THIS DOCUMENT, INCLUDING LIMITATION ON WARRANTIES AND REMEDIES, WHICH ARE EXPRESSLY INCORPORATED HEREIN AND WHICH PURCHASER ACKNOWLEDGES HAVE BEEN READ AND FULLY UNDERSTOOD.

AUTHORIZED BY (print name) \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



# Sales and Service

Payment terms are 30 days from invoice date unless otherwise agreed upon in writing. Remit to:  
#774494  
4494 Solutions Center  
Chicago, IL 60677-4004

NEW HUDSON MI BRANCH  
54250 Grand River Avenue  
New Hudson, MI 48165-  
(248)573-1900

<b>INVOICE NO</b>
<b>ESTIMATE</b>
REMIT TO:#774494 4494 Solutions Center Chicago,IL 60677-4004

### BILL TO

HOWELL TOWNSHIP  
3525 BYRON RD  
HOWELL, MI 48855-7751

### OWNER

HOWELL TWP WATER #8  
3888 OAK GROVE RD  
HOWELL, MI 48855-9537  
BILL JONES - 734 260-4887

PAGE 2 OF 2

\*\*\* CHARGE \*\*\*

DATE	CUSTOMER ORDER NO.	DATE IN SERVICE	ENGINE MODEL	PUMP NO.	EQUIPMENT MAKE
12-NOV-2019		03-OCT-2006	50.0DGCA-5764798T		ONAN
CUSTOMER NO.	SHIP VIA	FAIL DATE	ENGINE SERIAL NO.	CPL NO.	EQUIPMENT MODEL
212305		11-NOV-2019	F060933259	QFKIT	GEN SET
REF. NO.	SALESPERSON	PARTS DISP.	MILEAGE/HOURS	PUMP CODE	UNIT NO.
209433					WATER #8 DIESEL

QUANTITY ORDERED	BACK ORDERED	QUANTITY SHIPPED	PART NUMBER	DESCRIPTION	PRODUCT CODE	UNIT PRICE	AMOUNT
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OSN/MSN/VIN F060933259

LABOR:	580.00
LABOR COVERAGE CREDIT:	0.00CR
TOTAL LABOR:	<b>580.00</b>
MISC.:	174.50
MISC. COVERAGE CREDIT:	0.00CR
TOTAL MISC.:	<b>174.50</b>
ELECTRONIC TOOLING FEE	50.00
HAZ WASTE DISPOSAL	29.00
SHOP SUPPLIES	46.40
ELEC TOOLING FEE CREDIT	- 50.00
HAZ WASTE DISPOSAL CREDIT	- 29.00
ROAD MILEAGE FS PG	128.10

TAX EXEMPT NUMBERS:

LOCAL 0.00

Completion date : 12-Nov-2019 09:27AM. Estimate expires : 11-Dec-2019 09:27AM.

Billing Inquiries? Call (877)480-6970

THERE ARE ADDITIONAL CONTRACT TERMS ON THE REVERSE SIDE OF THIS DOCUMENT, INCLUDING LIMITATION ON WARRANTIES AND REMEDIES, WHICH ARE EXPRESSLY INCORPORATED HEREIN AND WHICH PURCHASER ACKNOWLEDGES HAVE BEEN READ AND FULLY UNDERSTOOD.

SUB TOTAL: 1,527.93

TOTAL TAX: 0.00

**TOTAL AMOUNT: US \$ 1,527.93**

AUTHORIZED BY (print name) \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

#### TERMS AND CONDITIONS

These Terms and Conditions, together with the estimate/quote (the "Quote") and/or invoice ("Invoice") attached to these Terms and Conditions, are hereinafter collectively referred to as this "Agreement" and shall constitute the entire agreement between the customer ("Customer") identified on the Quote and/or Invoice and Cummins Inc. ("Cummins") unless a previous written agreement with respect to the Goods and/or Services (as hereinafter defined) has been entered between the parties, in which event, such previous written agreement shall prevail. In the event of any inconsistency between this Agreement and any purchase order, terms and conditions or other document produced or delivered by Customer, the terms and conditions of this Agreement shall prevail.

1. **SCOPE OF SERVICES; PERFORMANCE OF SERVICES.** Cummins shall supply part(s) and/or component(s) and/or engine(s) and/or generator set(s) ("Goods") and/or perform the maintenance and/or repair ("Services") on the equipment identified in the Quote and/or Invoice ("Equipment"), if applicable, in accordance with the specifications in the Quote and/or Invoice. No additional services or goods are included in this Agreement unless agreed upon by the parties in writing, or otherwise, as applicable.
2. **CUSTOMER OBLIGATIONS.** If necessary, Customer shall provide Cummins safe and free access to Customer's site and arrange for all related services and utilities necessary for Cummins to safely and freely perform the Services. During the performance of the Services, Customer shall fully and completely secure all or any part of any facility where the Equipment is located to remove and mitigate any and all safety issues and risks, including but not limited to injury to facility occupants, customers, invitees, or any third party and/or property damage or work interruption arising out of the Services. If applicable, Customer shall make all necessary arrangements to address and mitigate the consequences of any electrical service interruption which might occur during the Services. Customer is responsible for operating and maintaining the Equipment in accordance with the owner's manual for the Equipment.
3. **INVOICING AND PAYMENT.** Unless otherwise agreed to by the parties in writing and subject to credit approval by Cummins, payments are due thirty (30) days from the date of invoice. If Customer does not have approved credit with Cummins, as solely determined by Cummins, payments are due in advance or at the time of supply of the Goods and/or Services. If payment is not received when due, in addition to any rights Cummins may have at law, Cummins may charge Customer eighteen percent (18%) interest annually on late payments, or the maximum amount allowed by law. Customer agrees to pay all Cummins' costs and expenses (including all reasonable attorneys' fees) related to Cummins' enforcement and collection of unpaid invoices, or any other enforcement of this Agreement by Cummins.
4. **TAXES; EXEMPTIONS.** The Invoice includes all applicable local, state, or federal sales and/or use or similar taxes which Cummins is required by applicable laws to collect from Customer under this Agreement. Customer must provide a valid tax exemption certificate or direct payment certificate prior to shipment of the Goods or performance of the Services, or such taxes will be included in the Invoice.
5. **DELIVERY; TITLE AND RISK OF LOSS.** Unless otherwise agreed in writing by the parties, any Goods supplied under this Agreement shall be delivered FOB Origin, freight prepaid to the first destination. If agreed, any charges for third party freight are subject to adjustment to reflect any change in price at time of shipment. Unless otherwise agreed to, packaging method, shipping documents and manner, route and carrier and delivery shall be as Cummins deems appropriate. All shipments are made within normal business hours, Monday through Friday. Unless otherwise agreed in writing by the parties, title and risk of loss for any Goods sold under this Agreement shall pass to Customer upon delivery of Goods by Cummins to freight carrier or to Customer at pickup at Cummins' facility.
6. **DELAYS.** Any delivery, shipping, installation, or performance dates indicated in this Agreement are estimated and not guaranteed. Further, delivery time is subject to confirmation at time of order. Cummins shall not be liable to Customer or any third party for any loss, damage, or expense suffered by Customer or third party due to any delay in delivery, shipping, installation, or performance, however occasioned, including any delays in performance that result directly or indirectly from acts of Customer or causes beyond Cummins' control, including but not limited to acts of God, accidents, fire, explosions, flood, unusual weather conditions, acts of government authority, or labor disputes.
7. **LIMITED WARRANTIES.**
  - a. New Goods: New Goods purchased or supplied under this Agreement are governed by the express written manufacturers' warranty. No other warranty for Goods supplied under this Agreement is provided under this Agreement.
  - b. Cummins Exchange Components, Other Exchange Components, and Recon: Cummins will administer the Cummins exchange component warranty and the warranties of other manufacturers' exchange components or Recon Components which are sold by Cummins. In the event of defects in such items, only manufacturers' warranties will apply.
  - c. HHP Exchange Engine: HHP Exchange Engines remanufactured by Cummins under this Agreement are governed by the express Cummins' written warranty. No other warranty for HHP exchange Engines supplied under this Agreement is provided under this Agreement.
  - d. General Service Work: All Services shall be free from defects in workmanship (i) for power generation equipment (including engines in such equipment), for a period of ninety (90) days after completion of Services or 500 hours of operation, whichever occurs first; or (ii) for engines, for a period of ninety (90) days after completion of Services, 25,000 miles or 800 hours of operation, whichever occurs first. In the event of a warrantable defect in workmanship of Services supplied under this Agreement ("Warrantable Defect"), Cummins' obligation shall be solely limited to correcting the Warrantable Defect. Cummins shall correct the Warrantable Defect where (i) such Warrantable Defect becomes apparent to Customer during the warranty period; (ii) Cummins receives written notice of the Warrantable Defect within thirty (30) days following discovery by Customer; and (iii) Cummins has determined that there is a Warrantable Defect. Warrantable Defects remedied under this provision shall be subject to the remaining warranty period of the original warranty of the Services. New Goods supplied during the remedy of Warrantable Defects are warranted for the balance of the warranty period still available from the original warranty of such Goods.
  - e. Used Goods: Used Goods are sold "as is, where is" unless exception is made in writing between Cummins and Customer. Customer agrees to inspect all used Goods before completing the purchase.
7. **THE REMEDIES PROVIDED IN THE LIMITED WARRANTIES AND THIS AGREEMENT ARE THE SOLE AND EXCLUSIVE WARRANTIES AND REMEDIES PROVIDED BY CUMMINS TO THE CUSTOMER UNDER THIS AGREEMENT. EXCEPT AS SET OUT IN THE WARRANTY AND THIS AGREEMENT, AND TO THE EXTENT PERMITTED BY LAW, CUMMINS EXPRESSLY DISCLAIMS ALL OTHER REPRESENTATIONS, WARRANTIES, ENDORSEMENTS, AND CONDITIONS OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY STATUTORY OR COMMON LAW IMPLIED REPRESENTATIONS, WARRANTIES AND CONDITIONS OF FITNESS FOR A PURPOSE OR MERCHANTABILITY.**
8. **INDEMNIFICATION.** Customer shall indemnify, defend and hold harmless Cummins from and against any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, brought against or incurred by Cummins related to or arising out of this Agreement or the Services and/or Goods supplied under this Agreement (collectively, the "Claims"), where such Claims were caused or contributed, in whole or in part, by the acts, omissions, fault or negligence of the Customer. Customer shall present any Claims covered by this indemnity, including any tenders for defense and indemnity by Cummins to its insurance carrier unless Cummins directs that the defense will be handled by Cummins' legal counsel at Customer's expense.
9. **LIMITATION OF LIABILITY.** NOTWITHSTANDING ANY OTHER TERM OF THIS AGREEMENT, IN NO EVENT SHALL CUMMINS, ITS OFFICERS, DIRECTORS, EMPLOYEES, OR AGENTS BE LIABLE TO CUSTOMER OR ANY THIRD PARTY FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES OF ANY KIND (INCLUDING WITHOUT LIMITATION DOWNTIME, LOSS OF PROFIT OR REVENUE, LOSS OF DATA, LOSS OF OPPORTUNITY, DAMAGE TO GOODWILL, ENHANCED DAMAGES, MONETARY REQUESTS RELATING TO RECALL EXPENSES AND REPAIRS TO PROPERTY, AND/OR DAMAGES CAUSED BY DELAY) IN ANY WAY RELATED TO OR ARISING FROM CUMMINS' SUPPLY OF GOODS OR SERVICES UNDER THIS AGREEMENT. IN NO EVENT SHALL CUMMINS' LIABILITY TO CUSTOMER OR ANY THIRD PARTY CLAIMING DIRECTLY THROUGH CUSTOMER OR ON CUSTOMER'S BEHALF UNDER THIS AGREEMENT EXCEED THE TOTAL COST OF GOODS AND SERVICES SUPPLIED BY CUMMINS UNDER THIS AGREEMENT GIVING RISE TO THE CLAIM. BY ACCEPTANCE OF THIS AGREEMENT, CUSTOMER ACKNOWLEDGES CUSTOMER'S SOLE REMEDY AGAINST CUMMINS FOR ANY LOSS SHALL BE THE REMEDY PROVIDED HEREIN EVEN IF THE EXCLUSIVE REMEDY IN SECTION 7 IS DEEMED TO HAVE FAILED OF ITS ESSENTIAL PURPOSE.
10. **GOVERNING LAW AND JURISDICTION.** This Agreement and all matters arising hereunder shall be governed by and construed in accordance with the laws of the State of Indiana without giving effect to any choice or conflict of law provision. The parties agree that the court of the State of Indiana shall have exclusive jurisdiction to settle any dispute or claim arising in connection with this Agreement.
11. **ASSIGNMENT.** This Agreement is binding on the parties and their successors and assigns. Customer shall not assign this Agreement without the prior written consent of Cummins.
12. **CANCELLATION.** Orders placed with and accepted by Cummins may not be cancelled except with Cummins' prior written consent. Cummins may charge Customer a cancellation charge in accordance with current Cummins policy which is available upon request, in addition to the actual, non-recoverable costs incurred by Cummins.
13. **REFUNDS/CREDITS.** Goods ordered and delivered by Cummins under this Agreement are not returnable unless agreed to by Cummins. Cummins may, at its sole discretion, agree to accept Goods for return and provide credit where Goods are in new and saleable condition and presented with a copy of the original invoice. Credits for returns will be subject to up to a 15% handling/restocking charge and are limited to eligible items purchased from Cummins.
14. **INTELLECTUAL PROPERTY.** Any intellectual property rights created by either party, whether independently or jointly, in the course of the performance of this Agreement or otherwise related to Cummins pre-existing intellectual property or subject matter related thereto, shall be Cummins' property. Customer agrees to assign, and does hereby assign, all right, title, and interest to such intellectual property to Cummins. Any Cummins pre-existing intellectual property shall remain Cummins' property. Nothing in this Agreement shall be deemed to have given Customer a licence or any other rights to use any of the intellectual property rights of Cummins.
15. **COMPLIANCE WITH LAWS.** Customer shall comply with all laws applicable to its activities under this Agreement, including without limitation, any and all applicable national, provincial, and local export, anti-bribery, environmental, health, and safety laws and regulations in effect. Customer acknowledges that the Goods, and any related technology that are sold or otherwise provided hereunder may be subject to export and other trade controls restricting the sale, export, re-export and/or transfer, directly or indirectly, of such Goods or technology to certain countries or parties, including, but not limited to, licensing requirements under applicable laws and regulations of the United States, the United Kingdom and other jurisdictions. It is the intention of Cummins to comply with these laws, rules, and regulations. Any other provision of this Agreement to the contrary notwithstanding, Customer shall comply with all such applicable laws relating to the cross-border movement of goods or technology, and all related orders in effect from time to time, and equivalent measures. Customer shall accept full responsibility for any and all civil or criminal liabilities and costs arising from any breaches of those laws and regulations and will defend, indemnify, and hold Cummins harmless from and against any and all fines, penalties, claim, damages, liabilities, judgments, costs, fees, and expenses incurred by Cummins or its affiliates as a result of Customer's breach.
16. **CONFIDENTIALITY.** Each party shall keep confidential any information received from the other that is not generally known to the public and at the time of disclosure, would reasonably be understood by the receiving party to be proprietary or confidential, whether disclosed in oral, written, visual, electronic, or other form, and which the receiving party (or agents) learns in connection with this Agreement including, but not limited to: (a) business plans, strategies, sales, projects and analyses; (b) financial information, pricing, and fee structures; (c) business processes, methods, and models; (d) employee and supplier information; (e) specifications; and (f) the terms and conditions of this Agreement. Each party shall take necessary steps to ensure compliance with this provision by its employees and agents.
17. **MISCELLANEOUS.** All notices under this Agreement shall be in writing and be delivered personally, mailed via first class certified or registered mail, or sent by a nationally recognized express courier service to the addresses set forth in the Quote and/or Invoice. No amendment of this Agreement shall be valid unless it is written and signed by the parties hereto. Failure of either party to require performance by the other party of any provision hereof shall in no way affect the right to require such performance at any time thereafter or the enforceability of the Agreement generally, nor shall the waiver by a party of a breach of any of the provisions hereof constitute a waiver of any succeeding breach. Any provision of this Agreement that is invalid or unenforceable shall not affect the validity or enforceability of the remaining terms hereof. These terms are exclusive and constitute entire agreement. Customer acknowledges that the provisions were freely negotiated and bargained for and Customer has agreed to purchase of the Goods and/or Services pursuant to these terms and conditions. Acceptance of this Agreement is expressly conditioned on Customer's assent to all such terms and conditions. Neither party has relied on any statement, representation, agreement, understanding, or promise made by the other except as expressly set out in this Agreement.



## Howell Township Treasurer

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**From:** Soper, James <James.Soper@inframark.com>  
**Sent:** Monday, November 25, 2019 9:07 AM  
**To:** Howell Township Treasurer  
**Cc:** Moler, Mike  
**Subject:** Trans West generator  
**Attachments:** Generator maintenance 209937.pdf

Good Morning Johathan,

This is the quote for repairing the Trans West lift station generator, the cost is \$1,192.87. This generator will start in the event of a power fail, but is not putting out any power. This is our most critical lift station, I would like to give Cummins Diesel the go ahead to schedule this work, there would be an extra cost to expedite it, but it would be worth it. I asked what any extra cost might be and was not given a direct dollar value but was told it would involve cost for over night shipping of parts and any overtime of employees required.

Sincerely,

James Soper | Plant Manager



1222 Packard Street | Howell, MI 48843  
(M) 517.518.1355 | [James.Soper@inframark.com](mailto:James.Soper@inframark.com)



Payment terms are 30 days from invoice date unless otherwise agreed upon in writing. Remit to:  
 #774494  
 4494 Solutions Center  
 Chicago, IL 60677-4004

NEW HUDSON MI BRANCH  
 54250 Grand River Avenue  
 New Hudson, MI 48165-  
 (248)573-1900

<b>INVOICE NO</b>
<b>ESTIMATE</b>
REMIT TO:#774494 4494 Solutions Center Chicago,IL 60677-4004

**BILL TO**

HOWELL TOWNSHIP  
 3525 BYRON RD  
 HOWELL, MI 48855-7751

**OWNER**

HOWELL TOWNSHIP  
 1034 AUSTIN COURT  
 HOWELL, MI 48843-  
 JAMES SOPER - 517 518-1355

PAGE 1 OF 2

\*\*\* CHARGE \*\*\*

DATE	CUSTOMER ORDER NO.	DATE IN SERVICE	ENGINE MODEL	PUMP NO.	EQUIPMENT MAKE
21-NOV-2019			ROZJ		KOHLER
CUSTOMER NO.	SHIP VIA	FAIL DATE	ENGINE SERIAL NO.	CPL NO.	EQUIPMENT MODEL
212305		21-NOV-2019	251251	QFKIT	GEN SET
REF. NO.	SALESPERSON	PARTS DISP.	MILEAGE/HOURS	PUMP CODE	UNIT NO.
209937					1034 AUSTIN CT

QUANTITY ORDERED	BACK ORDERED	QUANTITY SHIPPED	PART NUMBER	DESCRIPTION	PRODUCT CODE	UNIT PRICE	AMOUNT
------------------	--------------	------------------	-------------	-------------	--------------	------------	--------

OSN/MSN/VIN 251251

**COMPLAINT**

DURING OUR RECENT VISIT TO YOUR GENERATOR OUR TECHNICIAN NOTED THAT GENERATOR IS NOT PRODUCING VOLTAGE AND NEEDS THE REGULATOR AND LED BOARD REPLACED.

TO APPROVE, SIGN BELOW AND RETURN TO JENNIFER.KEBLAITIS@CUMMINS.COM.

THANK YOU FOR USING CUMMINS SALES AND SERVICE.

1	0	C-255670	V/R	E1-RACOR		741.74	741.74
1	0	B-257099	PCB ASSY.	E1-OTHER		76.93	76.93
PARTS:							818.67
PARTS COVERAGE CREDIT:							0.00CR
TOTAL PARTS:						<b>818.67</b>	
SURCHARGE TOTAL:							<b>0.00</b>
LABOR:							290.00
LABOR COVERAGE CREDIT:							0.00CR
TOTAL LABOR:						<b>290.00</b>	
MISC.:							84.20
MISC. COVERAGE CREDIT:							0.00CR
TOTAL MISC.:						<b>84.20</b>	
ELECTRONIC TOOLING FEE							50.00
HAZ WASTE DISPOSAL							14.50
SHOP SUPPLIES							23.20
ELEC TOOLING FEE CREDIT						-	50.00
HAZ WASTE DISPOSAL CREDIT						-	14.50
ROAD MILEAGE FS PG							61.00

Completion date : 22-Nov-2019 03:00PM. Estimate expires : 21-Dec-2019 03:00PM.

Billing Inquiries? Call (877)480-6970

THERE ARE ADDITIONAL CONTRACT TERMS ON THE REVERSE SIDE OF THIS DOCUMENT, INCLUDING LIMITATION ON WARRANTIES AND REMEDIES, WHICH ARE EXPRESSLY INCORPORATED HEREIN AND WHICH PURCHASER ACKNOWLEDGES HAVE BEEN READ AND FULLY UNDERSTOOD.

AUTHORIZED BY (print name) \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



Payment terms are 30 days from invoice date unless otherwise agreed upon in writing. Remit to:  
 #774494  
 4494 Solutions Center  
 Chicago, IL 60677-4004

NEW HUDSON MI BRANCH  
 54250 Grand River Avenue  
 New Hudson, MI 48165-  
 (248)573-1900

<b>INVOICE NO</b>
<b>ESTIMATE</b>
REMIT TO:#774494 4494 Solutions Center Chicago,IL 60677-4004

**BILL TO**

HOWELL TOWNSHIP  
 3525 BYRON RD  
 HOWELL, MI 48855-7751

**OWNER**

HOWELL TOWNSHIP  
 1034 AUSTIN COURT  
 HOWELL, MI 48843-  
 JAMES SOPER - 517 518-1355

PAGE 2 OF 2

\*\*\* CHARGE \*\*\*

DATE	CUSTOMER ORDER NO.	DATE IN SERVICE	ENGINE MODEL	PUMP NO.	EQUIPMENT MAKE
21-NOV-2019			ROZJ		KOHLER
CUSTOMER NO.	SHIP VIA	FAIL DATE	ENGINE SERIAL NO.	CPL NO.	EQUIPMENT MODEL
212305		21-NOV-2019	251251	QFKIT	GEN SET
REF. NO.	SALESPERSON	PARTS DISP.	MILEAGE/HOURS	PUMP CODE	UNIT NO.
209937					1034 AUSTIN CT

QUANTITY ORDERED	BACK ORDERED	QUANTITY SHIPPED	PART NUMBER	DESCRIPTION	PRODUCT CODE	UNIT PRICE	AMOUNT
			251251	OSN/MSN/VIN			

TAX EXEMPT NUMBERS:

LOCAL 0.00

Completion date : 22-Nov-2019 03:00PM. Estimate expires : 21-Dec-2019 03:00PM.

Billing Inquiries? Call (877)480-6970

THERE ARE ADDITIONAL CONTRACT TERMS ON THE REVERSE SIDE OF THIS DOCUMENT, INCLUDING LIMITATION ON WARRANTIES AND REMEDIES, WHICH ARE EXPRESSLY INCORPORATED HEREIN AND WHICH PURCHASER ACKNOWLEDGES HAVE BEEN READ AND FULLY UNDERSTOOD.

SUB TOTAL: 1,192.87

TOTAL TAX: 0.00

TOTAL AMOUNT: US \$ 1,192.87

AUTHORIZED BY (print name) \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

# AGENDA ITEM

10L

Howell Township  
Property Committee Meeting:  
October 30, 2019  
9 – 11:30

Attending: Jean Graham, Jeff Smith, Jonathan Hohenstein

**Mason Road:** Met with Christian and Brad from Chestnut Development to discuss offer on Mason Road property.

**Pineview:** Christian updated us on the Pineview progress.

**Oak Grove Road:** Christian updated us on the interest of the Oak Grove Parcels.

**John Mills:** Update on the John Mills Issue.

**Realtor Contract:** Contract with Chestnut Real Estate is up in January. Discussion over extending contract or putting it out for consideration.

Howell Township  
Property Committee Meeting:  
November 21, 2019  
9 – 10:20

Attending: Jean Graham, Jeff Smith, Jonathan Hohenstein

**Realtor Contract:** It was the consensus of the Property Committee to find out from the top two candidates, from the 2018 candidate interviews, if there was interest in being the real estate agent for Howell Township. Christian Bugeja from Chestnut Realty was interested, as was Scott Griffith from Griffith Realty. After careful consideration of the contracts, discussing the pros and cons, the history and performance, and thinking of the long term benefits to the Township, the Property Committee **recommends that Griffith Realty be awarded the contract as real estate agent for Howell Township for a two year term, ending January 2022.**

Respectfully submitted,

Jonathan Hohenstein

# AGENDA ITEM

12

**Howell Township**  
**Invoice and Check Registers**  
**As of 11/6/2019**



User: BRENT KILPELA  
 DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
198061	GL Distribution						
18204	SPICER GROUP BD Bond Refund 101-000-203.00	BRENT KILPELA BSP19-0001	10/17/2019	4,929.00	0.00	Paid	10/10/2019
3076	COMPLETE OUTDOOR SERVICES, INC. M59 WALKING TRAIL 101-268-883.00	BRENT KILPELA	10/23/2019	450.00	0.00	Paid	10/10/2019
18205	TWP AT LARGE ROAD SIDE PICKUP EXPENSE			450.00			
3075	COMPLETE OUTDOOR SERVICES, INC. CEMETERY MAINTENANCE (6 OF 8) 101-276-931.00	BRENT KILPELA	10/23/2019	571.75	0.00	Paid	10/10/2019
18206	CEMETERY MAINTENANCE (6 OF 8) 101-276-931.00	BRENT KILPELA	10/23/2019	571.75	0.00	Paid	10/10/2019
49284	FAHEY SCHULTZ BURZYCH RHODES GENERAL 101-268-801.01	BRENT KILPELA	10/31/2019	2,135.00	0.00	Paid	10/10/2019
18207	TWP AT LARGE LEGAL EXPENSE			2,135.00			
49285	FAHEY SCHULTZ BURZYCH RHODES OAKLAND TACTICAL 101-268-801.01	BRENT KILPELA	10/31/2019	337.50	0.00	Paid	10/10/2019
18208	TWP AT LARGE LEGAL EXPENSE			337.50			
49286	FAHEY SCHULTZ BURZYCH RHODES ZONING 101-268-801.01	BRENT KILPELA	10/31/2019	3,427.00	0.00	Paid	10/10/2019
18209	TWP AT LARGE LEGAL EXPENSE			3,427.00			
49282	FAHEY SCHULTZ BURZYCH RHODES ANNEX GROUP PA REVIEW 101-268-801.01	BRENT KILPELA	10/31/2019	434.00	0.00	Paid	10/10/2019
18210	TWP AT LARGE LEGAL EXPENSE			434.00			
49283	FAHEY SCHULTZ BURZYCH RHODES CROSSROADS OUTDOOR 101-268-801.01	BRENT KILPELA	10/31/2019	2,142.50	0.00	Paid	10/10/2019
18211	TWP AT LARGE LEGAL EXPENSE			2,142.50			
10/01/2019	CAREFREE MAINTENANCE CO. SEPTEMBER CLEANING 101-265-775.00	BRENT KILPELA	10/31/2019	230.00	0.00	Paid	10/10/2019
18212	TWP HALL OFFICE CLEANING & MAINT EXPENS			230.00			
9/30/2019	DTE ENERGY STREET LIGHTS	BRENT KILPELA	11/11/2019	443.32	0.00	Paid	10/10/2019
18213							

User: BRENT KILPELA

DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date

	101-268-920.00		TWP AT LARGE STREETLIGHT EXPENSE	443.32			
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5932							
18214	THE DIRT HUNTER L.I.C. WINDOW/GUTTER CLEANING 101-265-775.00	BRENT KILPELA	10/31/2019	318.00	0.00	Paid	10/10/2019
			TWP HALL OFFICE CLEANING & MAINT EXPENS	318.00			

9/30/2019	DTE ENERGY	BRENT KILPELA	10/22/2019	10.72	0.00	Paid	10/10/2019
18215	2700 TOOLEY SEPT 2019	BRENT KILPELA					
	592-442-920.00			10.72			

18216	PARKSON CORPORATION BIOFUSER PARTS 592-000-140.00	BRENT KILPELA	10/30/2019	6,179.07	0.00	Paid	10/10/2019

RDM 100000398	ALEXANDER CHEMICAL CORPORATION	BRENT KILPELA	10/30/2019	1,445.19	0.00	Paid	10/10/2019
18217	FERRIC CHLORIDE 592-442-729.00	BRENT KILPELA					
				1,445.19			

517548388809	AT&T	BRENT KILPELA	10/18/2019	83.50	0.00	Paid	10/10/2019
18218	517 548-3888 FOR OCT 2019	BRENT KILPELA					
	592-442-850.00			83.50			

10/03/2019	DTE ENERGY	BRENT KILPELA	10/25/2019	332.44	0.00	Paid	10/10/2019
18219	2571 OAKGROVE OCT 2019	BRENT KILPELA					
	592-442-920.00			332.44			

201361943970	CONSUMERS ENERGY	BRENT KILPELA	10/28/2019	99.14	0.00	Paid	10/10/2019
18220	2571 OAKGROVE OCT 2019	BRENT KILPELA					
	592-442-922.00			99.14			

98043	TRUE VALUE HARDWARE	BRENT KILPELA	10/15/2019	53.91	0.00	Paid	10/10/2019
18221	EPOXY GLUE	BRENT KILPELA					
	592-442-956.00			53.91			

98006	TRUE VALUE HARDWARE	BRENT KILPELA	10/15/2019	16.47	0.00	Paid	10/10/2019
18222	EPOXY PASTE	BRENT KILPELA					
	592-442-956.00			16.47			

User: BRENT KILPELA  
 DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jnlized
Inv Ref#	Description	Entered By					Post Date

S6-30829							
18223	CUMMINS BRIDGEWAY, LLC	09/26/2019	10/26/2019	278.50	0.00	Paid	Y
	391 N BURKHART SERVICE CALL	BRENT KILPELA					10/10/2019
	592-442-801.00	WTWP CONTRACTED SERVICES EXPENSE		278.50			

10/04/2019							
18224	DTE ENERGY	10/04/2019	10/28/2019	106.39	0.00	Paid	Y
	1009 N BURKHART OCT 2019	BRENT KILPELA					10/10/2019
	592-442-920.00	WTWP ELECTRICITY EXPENSE		106.39			

10/04/2019							
18225	DTE ENERGY	10/04/2019	10/28/2019	104.68	0.00	Paid	Y
	391 N BURKHART OCT 2019	BRENT KILPELA					10/10/2019
	592-442-920.00	WTWP ELECTRICITY EXPENSE		104.68			

1485380	U. S. BANK	10/10/2019	12/02/2019	24,187.50	0.00	Paid	Y
	SEWER #6	BRENT KILPELA					10/10/2019
	592-442-996.06	WTWP (SWR 6) BOND INTEREST EXPENSE		24,187.50			

45271	INFARMARK, LLC	10/10/2019	11/09/2019	25,019.01	0.00	Paid	Y
	WTWP MAINT. OCT 2019	BRENT KILPELA					10/10/2019
	592-442-801.00	WTWP CONTRACTED SERVICES EXPENSE		25,019.01			

10/14/2019							
18228	BRENT KILPELA	10/14/2019	10/15/2019	112.25	0.00	Paid	Y
	ASSESSOR MILEAGE/HEALTH INS. REBAT	BRENT KILPELA					10/14/2019
	101-265-721.01	TWP HALL HEALTH INSURANCE EXPENSE		44.97			
	101-209-860.00	ASSESSING MILEAGE & EXPENSES		67.28			

10/10/2019							
18229	JONATHAN HOHENSTEIN	10/10/2019	10/15/2019	60.32	0.00	Paid	Y
	TREASURER MILEAGE	BRENT KILPELA					10/14/2019
	101-253-860.00	TREASURER MILEAGE & EXPENSES		60.32			

10/14/2019							
18230	LIV CO MUNIC CLERKS ASSOC	10/14/2019	10/15/2019	40.00	0.00	Paid	Y
	2019 CHRISTMAS LUNCHEON RSVP (2)	BRENT KILPELA					10/14/2019
	101-215-957.00	CLERK DUES & SUBSCRIPTION EXPENSE		40.00			

10/10/2019							
18231	DTE ENERGY	10/10/2019	11/01/2019	478.17	0.00	Paid	Y
	TWP HALL OCT 2019	BRENT KILPELA					10/15/2019
	101-265-920.00	TWP HALL ELECTRICITY EXPENSE		478.17			

User: BRENT KILPELA  
 DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date

0002865279	LIVINGSTON DAILY PRESS & ARGUS	10/01/2019	10/20/2019	530.00	0.00	Paid	Y
	SEPT PUBLICATIONS	BRENT KILPELA					10/15/2019
	101-400-900.00	PLANNING PRINTING & PUBLICATION EXPENSE		80.00			
	101-412-900.00	BOARD OF APPEALS PRINTING & PUBLICITN EX		395.00			
	101-101-900.00	TWP BOARD PRINTING & PUBLICATION EXPENS		55.00			

10/10/2019	DTE ENERGY	10/10/2019	11/01/2019	213.65	0.00	Paid	Y
18233	1034 AUSTIN CT OCT 2019	BRENT KILPELA					10/15/2019
	592-442-920.00	WWTP ELECTRICITY EXPENSE		213.65			

10/10/2019	DTE ENERGY	10/10/2019	11/01/2019	303.28	0.00	Paid	Y
18234	1575 N BURKHART OCT 2019	BRENT KILPELA					10/15/2019
	592-442-920.00	WWTP ELECTRICITY EXPENSE		303.28			

10/10/2019	DTE ENERGY	10/10/2019	11/01/2019	7,006.91	0.00	Paid	Y
18235	1222 PACKARD DR OCT 2019	BRENT KILPELA					10/15/2019
	592-442-920.00	WWTP ELECTRICITY EXPENSE		7,006.91			

10/10/2019	DTE ENERGY	10/10/2019	11/01/2019	85.26	0.00	Paid	Y
18236	3888 OAKGROVE OCT 2019	BRENT KILPELA					10/15/2019
	592-442-920.00	WWTP ELECTRICITY EXPENSE		85.26			

601012001234	CONSUMERS ENERGY	09/30/2019	10/30/2019	17.20	0.00	Paid	Y
18237	391 N BURKHART OCT 2019	BRENT KILPELA					10/15/2019
	592-442-922.00	WWTP NATURAL GAS EXPENSE		17.20			

530358313	UIS SCADA	10/11/2019	11/10/2019	143.00	0.00	Paid	Y
18238	SERVICE CALL	BRENT KILPELA					10/15/2019
	592-442-801.00	WWTP CONTRACTED SERVICES EXPENSE		143.00			

2154721	CARLISLE WORTMAN ASSOC, INC.	10/15/2019	10/22/2019	320.00	0.00	Paid	Y
18239	BD Bond Refund	BRENT KILPELA					10/15/2019
	101-000-203.00	BSP19-0002		320.00			

2154722	CARLISLE WORTMAN ASSOC, INC.	10/15/2019	10/22/2019	200.00	0.00	Paid	Y
18240	BD Bond Refund	BRENT KILPELA					10/15/2019
	101-000-203.00	BSP19-0003		200.00			

11/04/2019 10:24 AM  
 User: BRENT KILPELA  
 DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
2154720	CARLISLE WORTMAN ASSOC, INC.	10/15/2019	10/22/2019	360.00	0.00	Paid	10/15/2019
	BD Bond Refund	BRENT KILPELA					
	101-000-203.00	BSP19-0004		360.00			
2154719	CARLISLE WORTMAN ASSOC, INC.	10/10/2019	11/09/2019	760.00	0.00	Paid	10/15/2019
	GENERAL CONSULTATION	BRENT KILPELA					
	101-400-801.00	PLANNING-CONTRACTED PLANNER EXPENSE		760.00			
2154723	CARLISLE WORTMAN ASSOC, INC.	10/10/2019	11/09/2019	425.00	0.00	Paid	10/15/2019
	ZONING ORDINANCE	BRENT KILPELA					
	101-400-801.00	PLANNING-CONTRACTED PLANNER EXPENSE		425.00			
10/16/2019	HOWELL PUBLIC SCHOOLS	10/16/2019	10/30/2019	2,428.55	0.00	Paid	10/16/2019
	SUMMER 2019 TAXES 10/1/19 - 10/15/	BRENT KILPELA					
	703-000-225.00	TAX DUE TO HOWELL SCHLS DEBT SUMMER		2,428.55			
10/16/2019	HOWELL PUBLIC SCHOOLS	10/16/2019	10/30/2019	1,892.30	0.00	Paid	10/16/2019
	SUMMER 2019 TAXES 10/1/19 - 10/15/	BRENT KILPELA					
	703-000-225.01	TAX DUE TO HOWELL SCHLS OPER SUMMER		1,892.30			
10/16/2019	LIVINGSTON COUNTY TREASURER	10/16/2019	10/30/2019	5,146.03	0.00	Paid	10/16/2019
	SUMMER 2019 TAXES 10/1/19 - 10/15/	BRENT KILPELA					
	703-000-228.01	TAX DUE TO COUNTY SET SUMMER		5,146.03			
10/16/2019	LIV EDUC SERVICE AGENCY	10/16/2019	10/30/2019	2,829.20	0.00	Paid	10/16/2019
	SUMMER 2019 TAXES 10/1/19 - 10/15/	BRENT KILPELA					
	703-000-227.00	TAX DUE TO LEESA SUMMER		2,829.20			
10/16/2019	LIVINGSTON COUNTY TREASURER	10/16/2019	10/30/2019	2,836.48	0.00	Paid	10/16/2019
	SUMMER 2019 TAXES 10/1/19 - 10/15/	BRENT KILPELA					
	703-000-228.00	TAX DUE TO COUNTY SUMMER		2,836.48			
10/16/2019	LAFERTY, JESSICA	10/16/2019	10/23/2019	27.09	0.00	Paid	10/16/2019
	UB refund for account: 0627201021	BRENT KILPELA					
	592-000-214.89	SEWER METERED		27.09			
198506	SPICER GROUP	10/21/2019	11/17/2019	1,922.25	0.00	Paid	10/21/2019
	BD Bond Refund	BRENT KILPELA					

User: BRENT KILPELA  
DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
198508	SPICER GROUP	10/21/2019	11/17/2019	1,480.50	0.00	Paid	Y
18251	BD Bond Refund	BRENT KILPELA					10/21/2019
	101-000-203.00	BSP19-0002		1,480.50			
198516	SPICER GROUP	10/21/2019	11/17/2019	195.00	0.00	Paid	Y
18252	BD Bond Refund	BRENT KILPELA					10/21/2019
	101-000-203.00	BSP18-0011		195.00			
158509	SPICER GROUP	10/21/2019	11/17/2019	1,407.25	0.00	Paid	Y
18253	BD Bond Refund	BRENT KILPELA					10/21/2019
	101-000-203.00	BSP19-0004		1,407.25			
198057	SPICER GROUP	10/23/2019	10/30/2019	1,861.00	0.00	Paid	Y
18254	BD Bond Refund	BRENT KILPELA					10/23/2019
	101-000-203.00	BSP18-0012		1,861.00			
30585	HI-TECH SAFE & LOCK COMPANY, INC	10/21/2019	11/20/2019	225.00	0.00	Paid	Y
18255	REPAIR BOARD ROOM DOOR	BRENT KILPELA					10/24/2019
	101-265-930.00	TWP HALL GROUNDS EQUIP REPAIR EXPENSE		225.00			
4033172290	CINTAS CORPORATION #725	10/23/2019	11/10/2019	71.24	0.00	Paid	Y
18256	BLUE MATS	BRENT KILPELA					10/24/2019
	101-265-775.00	TWP HALL OFFICE CLEANING & MAINT EXPENS		71.24			
64649	ECONO PRINT	10/21/2019	11/20/2019	2,039.07	0.00	Paid	Y
18257	ABSENT VOTER MAILING	BRENT KILPELA					10/24/2019
	101-191-726.00	ELECTION POSTAGE EXPENSE		1,623.82			
	101-191-900.00	ELECTION PRINTING & PUBLICATION EXPENSE		415.25			
1429719	APPLIED IMAGING	10/18/2019	11/17/2019	1,092.47	0.00	Paid	Y
18258	ANNUAL MAINT CONTRACT CANON/IR3225	BRENT KILPELA					10/24/2019
	101-265-930.01	TWP HALL OFFICE EQUIPMENT & REPAIR		1,092.47			
81306	MASTER MEDIA	10/15/2019	11/14/2019	70.52	0.00	Paid	Y
18259	OFFICE SUPPLIES	BRENT KILPELA					10/24/2019
	101-265-727.01	TWP HALL OFFICE SUPPLIES EXPENSE		70.52			

User: BRENT KILPELA  
 DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date

203497755631	CONSUMERS ENERGY	10/15/2019	11/12/2019	124.86	0.00	Paid	Y
18260	1222 PACKARD DR OCT 2019	BRENT KILPELA					10/24/2019
	592-442-922.00	WWTP NATURAL GAS EXPENSE		124.86			

10/14/2019	DTE ENERGY	10/14/2019	11/05/2019	147.71	0.00	Paid	Y
18261	2700 TOOLEY OCT 2019	BRENT KILPELA					10/24/2019
	592-442-920.00	WWTP ELECTRICITY EXPENSE		147.71			

10/11/2019	DTE ENERGY	10/11/2019	11/04/2019	191.31	0.00	Paid	Y
18262	2559 W GRAND RIVER OCT 2019	BRENT KILPELA					10/24/2019
	592-442-920.00	WWTP ELECTRICITY EXPENSE		191.31			

10/15/2019	DTE ENERGY	10/15/2019	11/06/2019	32.19	0.00	Paid	Y
18263	271 E HIGHLAND OCT 2019	BRENT KILPELA					10/24/2019
	592-442-920.00	WWTP ELECTRICITY EXPENSE		32.19			

517552195610	AT&T	10/13/2019	11/04/2019	125.17	0.00	Paid	Y
18264	517 552-1956 FOR OCT 2019	BRENT KILPELA					10/24/2019
	592-442-850.00	WWTP TELEPHONE EXPENSE		125.17			

AR1/51026337	PARKSON CORPORATION	10/16/2019	11/15/2019	1,303.41	0.00	Paid	Y
18265	DIFUSER PARTS	BRENT KILPELA					10/24/2019
	592-000-140.00	SWR/WTR FUND MACHINERY & EQUIPMENT		1,303.41			

530358382	UIS SCADA	10/17/2019	11/16/2019	357.50	0.00	Paid	Y
18266	SERVICE CALL OAKGROVE LIFT STATION	BRENT KILPELA					10/24/2019
	592-442-801.00	WWTP CONTRACTED SERVICES EXPENSE		357.50			

BP19-0004	CULVER EXCAVATING	10/24/2019	10/31/2019	3,000.00	0.00	Paid	Y
18267	BD Bond Refund	BRENT KILPELA					10/24/2019
	701-000-283.00	BP19-0004 - P19-128		3,000.00			

BP18-0006	BRIVAR CONSTRUCTION COMPANY	10/24/2019	10/31/2019	3,630.48	0.00	Paid	Y
18268	BD Bond Refund	BRENT KILPELA					10/24/2019
	101-000-203.00	BP18-0006		3,630.48			

001021031582	MUTUAL OF OMAHA INSURANCE COMPANY	10/21/2019	11/01/2019	204.13	0.00	Paid	Y
18269	NOVEMBER 2019	BRENT KILPELA					10/28/2019

User: BRENT KILPELA  
DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date

GL Distribution  
101-265-721.00

TWP HALL LIFE INSURANCE EXPENSE 204.13

10/22/2019	COMCAST		10/22/2019	285.51	0.00	Paid	Y
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NOVEMBER 2019  
101-265-850.00

TWP HALL TELEPHONE EXPENSE 285.51

287282886379	AT&T	10/17/2019	11/12/2019	23.55	0.00	Paid	Y
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ASSESSING TABLET  
101-209-957.00

ASSESSING DUES & SUBSCRIPTION EXPENSE 23.55

202429845518	CONSUMERS ENERGY	10/16/2019	11/12/2019	52.00	0.00	Paid	Y
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TWP HALL NOVEMBER 2019  
101-265-922.00

TWP HALL NATURAL GAS EXPENSE 52.00

11082018-143	GENOA TOWNSHIP DPW	10/24/2019	11/23/2019	4,550.38	0.00	Paid	Y
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MHOG UTILITY DEPT JULY-SEPT 2019  
592-442-801.00

WWTB CONTRACTED SERVICES EXPENSE 4,550.38

854006222	AT&T LONG DISTANCE	10/06/2019	11/05/2019	1.25	0.00	Paid	Y
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WWTB LONG DISTANCE NOV 2019  
592-442-850.00

WWTB TELEPHONE EXPENSE 1.25

517540124110	AT&T	10/22/2019	11/14/2019	81.48	0.00	Paid	Y
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517 540-1241 FOR NOV 2019  
592-442-850.00

WWTB TELEPHONE EXPENSE 81.48

517540696310	AT&T	10/22/2019	11/14/2019	52.30	0.00	Paid	Y
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517 540-6963 FOR NOV 2019  
592-442-850.00

WWTB TELEPHONE EXPENSE 52.30

18277	AT&T	10/22/2019	11/14/2019	290.00	0.00	Paid	Y
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517 546-3496  
592-442-850.00

WWTB TELEPHONE EXPENSE 290.00

517540694710	AT&T	10/22/2019	11/14/2019	68.76	0.00	Paid	Y
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517 540-6947 FOR NOV 2019  
592-442-850.00

WWTB TELEPHONE EXPENSE 68.76

18278	AT&T	10/22/2019	11/14/2019	68.76	0.00	Paid	Y
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517 540-6947 FOR NOV 2019  
592-442-850.00

WWTB TELEPHONE EXPENSE 68.76





User: BRENT KILPELA  
 DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date

GL Distribution

TAX DUE TO HOWELL SCHLS OPER SUMMER 775.36

11/4/2019	FOWLERVILLE SCHOOLS	11/04/2019	11/15/2019	247.77	0.00	Paid	Y
18289	SUMMER 2019 TAXES 10/16/2019 - 10/	BRENT KILPELA					11/04/2019
	703-000-226.00	TAX DUE TO FOWL SCHLS OPER SUMMER		247.77			

11/4/2019	LIVINGSTON COUNTY TREASURER	11/04/2019	11/15/2019	8,078.63	0.00	Paid	Y
18290	SUMMER 2019 TAXES 10/16/2019 - 10/	BRENT KILPELA					11/04/2019
	703-000-228.01	TAX DUE TO COUNTY SET SUMMER		8,078.63			

11/4/2019	LIV EDUC SERVICE AGENCY	11/04/2019	11/04/2019	4,441.43	0.00	Paid	Y
18291	SUMMER 2019 TAXES 10/16/2019 - 10/	BRENT KILPELA					11/04/2019
	703-000-227.00	TAX DUE TO LESEA SUMMER		4,441.43			

11/4/2019	LIVINGSTON COUNTY TREASURER	11/04/2019	11/04/2019	4,452.98	0.00	Paid	Y
18292	SUMMER 2019 TAXES 10/16/2019 - 10/	BRENT KILPELA					11/04/2019
	703-000-228.00	TAX DUE TO COUNTY SUMMER		4,452.98			

# of Invoices:	89	# Due:	0	Totals:	147,299.90	0.00
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00

Net of Invoices and Credit Memos: 147,299.90 0.00

*Agrees with check Registers BK*

User: BRENT KIPELA  
 DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date

GL Distribution

---- TOTALS BY FUND ----							
101 -	GENERAL FUND			33,423.80	0.00		
592 -	SWR/WTR			73,421.53	0.00		
701 -	TRUST & AGENCY			3,855.50	0.00		
703 -	TAX FUND			36,599.07	0.00		

---- TOTALS BY DEPT/ACTIVITY ----

000 -	OTHER			64,269.62	0.00		
101 -	TOWNSHIP BOARD			55.00	0.00		
191 -	ELECTIONS			2,039.07	0.00		
209 -	ASSESSING			90.83	0.00		
215 -	CLERK			40.00	0.00		
253 -	TREASURER			122.32	0.00		
265 -	TOWNSHIP HALL			3,072.01	0.00		
268 -	TOWNSHIP AT LARGE			9,369.32	0.00		
276 -	CEMETERY			571.75	0.00		
400 -	PLANNING COMMISSION			1,265.00	0.00		
402 -	ZONING ADMINISTRATION			98.02	0.00		
412 -	BOARD OF APPEALS			395.00	0.00		
442 -	MMTP			65,911.96	0.00		

Check Date	Bank	Check	Vendor Name	Amount
Bank GEN GENERAL FUND CHECKING				
10/15/2019	GEN	101001637 (E)	DTE ENERGY	478.17
10/15/2019	GEN	17324	CAREFREE MAINTENANCE CO.	230.00
10/15/2019	GEN	17325	CARLISLE WORTMAN ASSOC, INC.	2,065.00
10/15/2019	GEN	17326	COMPLETE OUTDOOR SERVICES, INC.	1,021.75
10/15/2019	GEN	17327	DTE ENERGY	443.32
10/15/2019	GEN	17328	THE DIRT HUNTER L.L.C.	318.00
10/15/2019	GEN	17329	FAHEY SCHULTZ BURZYCH RHODES	8,476.00
10/15/2019	GEN	17330	JONATHAN HOHENSTEIN	60.32
10/15/2019	GEN	17331	BRENT KILPELA	112.25
10/15/2019	GEN	17332	LIV CO MUNIC CLERKS ASSOC	40.00
10/15/2019	GEN	17333	LIVINGSTON DAILY PRESS & ARGUS	530.00
10/15/2019	GEN	17334	SPICER GROUP	4,929.00
10/30/2019	GEN	101001638 (E)	AT&T	23.55
10/30/2019	GEN	101001639 (E)	COMCAST	285.51
10/30/2019	GEN	101001640 (E)	CONSUMERS ENERGY	52.00
10/30/2019	GEN	17335	APPLIED IMAGING	1,092.47
10/30/2019	GEN	17336	CINTAS CORPORATION #725	71.24
10/30/2019	GEN	17337	JULIUS DAUS III	98.02
10/30/2019	GEN	17338	ECONO PRINT	2,039.07
10/30/2019	GEN	17339	HI-TECH SAFE & LOCK COMPANY, INC	225.00
10/30/2019	GEN	17340	LIVINGSTON COUNTY TREASURER'S ASSOC	62.00
10/30/2019	GEN	17341	MASTER MEDIA	70.52
10/30/2019	GEN	17342	BRIVAR CONSTRUCTION COMPANY	3,630.48
10/30/2019	GEN	17343	CULVER EXCAVATING	3,000.00
10/30/2019	GEN	17344	MUTUAL OF OMAHA INSURANCE COMPANY	204.13
10/30/2019	GEN	17345	SPICER GROUP	6,866.00

GEN TOTALS:

Total of 26 Checks:	36,423.80
Less 0 Void Checks:	0.00
Total of 26 Disbursements:	36,423.80

Bank T&A TRUST & AGENCY CHECKING

11/04/2019	T&A	3436	LIVINGSTON COUNTY TREASURER	765.00
11/04/2019	T&A	3437	LIVINGSTON COUNTY TREASURER	90.50

T&A TOTALS:

Total of 2 Checks:	855.50
Less 0 Void Checks:	0.00
Total of 2 Disbursements:	855.50

Bank TAX TAX CHECKING

10/16/2019	TAX	5312	HOWELL PUBLIC SCHOOLS	2,428.55
10/16/2019	TAX	5313	HOWELL PUBLIC SCHOOLS	1,892.30
10/16/2019	TAX	5314	LIV EDUC SERVICE AGENCY	2,829.20
10/16/2019	TAX	5315	LIVINGSTON COUNTY TREASURER	5,146.03
10/16/2019	TAX	5316	LIVINGSTON COUNTY TREASURER	2,836.48
11/04/2019	TAX	5317	FOWLerville SCHOOLS	247.77
11/04/2019	TAX	5318	HOWELL PUBLIC SCHOOLS	3,470.34
11/04/2019	TAX	5319	HOWELL PUBLIC SCHOOLS	775.36
11/04/2019	TAX	5320	LIV EDUC SERVICE AGENCY	4,441.43
11/04/2019	TAX	5321	LIVINGSTON COUNTY TREASURER	8,078.63
11/04/2019	TAX	5322	LIVINGSTON COUNTY TREASURER	4,452.98

TAX TOTALS:

Total of 11 Checks:	36,599.07
Less 0 Void Checks:	0.00
Total of 11 Disbursements:	36,599.07

Bank UTYCK UTILITY CHECKING

10/15/2019	UTYCK	2558	ALEXANDER CHEMICAL CORPORATION	1,445.19
10/15/2019	UTYCK	2559	CUMMINS BRIDGEWAY, LLC	278.50
10/15/2019	UTYCK	2560	INFRAMARK, LLC	25,019.01
10/15/2019	UTYCK	2561	PARKSON CORPORATION	6,179.07
10/15/2019	UTYCK	2562	TRUE VALUE HARDWARE	70.38
10/15/2019	UTYCK	2563	U. S. BANK	24,187.50
10/15/2019	UTYCK	2564	UIS SCADA	143.00
10/15/2019	UTYCK	590002962 (E)	AT&T	83.50
10/15/2019	UTYCK	590002963 (E)	CONSUMERS ENERGY	99.14
10/15/2019	UTYCK	590002964 (E)	CONSUMERS ENERGY	17.20

Check Date	Bank	Check	Vendor Name	Amount
10/15/2019	UTYCK	590002965 (E)	DTE ENERGY	10.72
10/15/2019	UTYCK	590002966 (E)	DTE ENERGY	332.44
10/15/2019	UTYCK	590002967 (E)	DTE ENERGY	106.39
10/15/2019	UTYCK	590002968 (E)	DTE ENERGY	104.68
10/15/2019	UTYCK	590002969 (E)	DTE ENERGY	213.65
10/15/2019	UTYCK	590002970 (E)	DTE ENERGY	303.28
10/15/2019	UTYCK	590002971 (E)	DTE ENERGY	7,006.91
10/15/2019	UTYCK	590002972 (E)	DTE ENERGY	85.26
10/30/2019	UTYCK	2565	AT&T LONG DISTANCE	1.25
10/30/2019	UTYCK	2566	GENOA TOWNSHIP DPW	4,550.38
10/30/2019	UTYCK	2567	LAFERTY, JESSICA	27.09
10/30/2019	UTYCK	2568	PARKSON CORPORATION	1,303.41
10/30/2019	UTYCK	2569	SERV-A-PURE COMPANY	170.00
10/30/2019	UTYCK	2570	UIS SCADA	357.50
10/30/2019	UTYCK	590002973 (E)	AT&T	125.17
10/30/2019	UTYCK	590002974 (E)	AT&T	81.48
10/30/2019	UTYCK	590002975 (E)	AT&T	52.30
10/30/2019	UTYCK	590002976 (E)	AT&T	290.00
10/30/2019	UTYCK	590002977 (E)	AT&T	68.76
10/30/2019	UTYCK	590002978 (E)	AT&T	72.50
10/30/2019	UTYCK	590002979 (E)	AT&T	67.40
10/30/2019	UTYCK	590002980 (E)	AT&T	72.40
10/30/2019	UTYCK	590002981 (E)	CONSUMERS ENERGY	124.86
10/30/2019	UTYCK	590002982 (E)	DTE ENERGY	147.71
10/30/2019	UTYCK	590002983 (E)	DTE ENERGY	191.31
10/30/2019	UTYCK	590002984 (E)	DTE ENERGY	32.19

UTYCK TOTALS:

Total of 36 Checks:	73,421.53
Less 0 Void Checks:	0.00
Total of 36 Disbursements:	73,421.53

REPORT TOTALS:

Total of 75 Checks:	147,299.90
Less 0 Void Checks:	0.00
Total of 75 Disbursements:	147,299.90

*Agrees with Invoice  
 Register BK*

**Howell Township**  
**Invoice and Check Registers**  
**As of 12/3/2019**

User: BRENT KILPELA  
 DB: Howell Twp

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						

BSP18-0008	DARA LLC	11/12/2019	11/19/2019	9.50	0.00	Paid	Y
18293	BD Bond Refund	BRENT KILPELA					11/12/2019
	101-000-203.00	BSP18-0008		9.50			

BSP18-0009	BRIVAR CONSTRUCTION COMPANY	11/12/2019	11/19/2019	363.20	0.00	Paid	Y
18294	BD Bond Refund	BRENT KILPELA					11/12/2019
	101-000-203.00	BSP18-0009		363.20			

BSP18-0010	TLS CONSTRUCTION	11/12/2019	11/19/2019	733.75	0.00	Paid	Y
18295	BD Bond Refund	BRENT KILPELA					11/12/2019
	101-000-203.00	BSP18-0010		733.75			

BSP17-0005	HAMILTON'S PROPANE INC	11/12/2019	11/19/2019	2,404.05	0.00	Paid	Y
18296	BD Bond Refund	BRENT KILPELA					11/12/2019
	101-000-203.00	BSP17-0005		2,404.05			

CBWH764	IRON MOUNTAIN	10/31/2019	11/30/2019	144.54	0.00	Paid	Y
18297	TWP SHREDDING	BRENT KILPELA					11/12/2019
	101-265-775.00	TWP HALL OFFICE CLEANING & MAINT EXPENS		144.54			

200421727871	DTE ENERGY	10/31/2019	12/10/2019	482.71	0.00	Paid	Y
18298	STREET LIGHTS	BRENT KILPELA					11/12/2019
	101-268-920.00	TWP AP LARGE STREETLIGHT EXPENSE		482.71			

11/12/2019	PLANNING & ZONING CENTER	11/12/2019	11/30/2019	370.00	0.00	Paid	Y
18299	ANNUAL SUBSCRIPTION 14 COPIES	BRENT KILPELA					11/12/2019
	101-400-957.00	DUES/SUBSCRIPTIONS		370.00			

126225	BS&A SOFTWARE	11/01/2019	11/30/2019	2,113.00	0.00	Paid	Y
18300	DPPT, ASSESSING, SPEC ASSESS. ANNU	BRENT KILPELA					11/12/2019
	101-265-728.00	COMPUTER SOFTWARE SUPPORT		2,113.00			

59695	MICRO WORKS COMPUTING, INC	10/31/2019	11/20/2019	75.00	0.00	Paid	Y
18301	SETUP USER	BRENT KILPELA					11/12/2019
	101-265-728.01	TWP HALL IT SUPPORT EXPENSE		75.00			

81344	MASTER MEDIA	10/22/2019	11/22/2019	40.31	0.00	Paid	Y
18302	OFFICE SUPPLIES	BRENT KILPELA					11/12/2019

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date

11/12/2019	STATE OF MICHIGAN	11/12/2019	11/30/2019	50.00	0.00	Paid	Y
18303	CAROL MAKUSHIK MCAI RENEWAL	BRENT KILPELA					
	101-209-957.00	ASSESSING DUES & SUBSCRIPTION EXPENSE		50.00			11/12/2019
11/12/2019	STATE OF MICHIGAN	11/12/2019	11/30/2019	175.00	0.00	Paid	Y
18304	BRENT KILPELA MAAO RENEWAL	BRENT KILPELA					
	101-209-957.00	ASSESSING DUES & SUBSCRIPTION EXPENSE		175.00			11/12/2019
565516	CULLIGAN WATER	10/31/2019	11/30/2019	62.00	0.00	Paid	Y
18305	8 JUGS WATER DELIVERY	BRENT KILPELA					
	101-265-727.00	TWP HALL KITCHEN/BATH SUPPLIES EXPENSE		62.00			11/12/2019
11/4/2019	ECONO PRINT	11/04/2019	11/12/2019	1,552.64	0.00	Paid	Y
18306	2019 WINTER TAX BILL POSTAGE	BRENT KILPELA					
	101-253-726.01	TREASURER POSTAGE		1,552.64			11/12/2019
11/1/2019	CAREFREE MAINTENANCE CO.	11/01/2019	11/15/2019	230.00	0.00	Paid	Y
18307	OCTOBER 2019	BRENT KILPELA					
	101-265-775.00	TWP HALL OFFICE CLEANING & MAINT EXPENS		230.00			11/12/2019
49739	FAHEY SCHULTZ BURZYCH RHODES	11/04/2019	11/30/2019	180.00	0.00	Paid	Y
18308	ANNEX GROUP PA REVIEW	BRENT KILPELA					
	101-268-801.01	TWP AT LARGE LEGAL EXPENSE		180.00			11/12/2019
49740	FAHEY SCHULTZ BURZYCH RHODES	11/04/2019	11/30/2019	2,250.00	0.00	Paid	Y
18309	CROSSROADS OUTDOOR	BRENT KILPELA					
	101-268-801.01	TWP AT LARGE LEGAL EXPENSE		2,250.00			11/12/2019
49741	FAHEY SCHULTZ BURZYCH RHODES	11/04/2019	11/30/2019	1,841.50	0.00	Paid	Y
18310	GENERAL	BRENT KILPELA					
	101-268-801.01	TWP AT LARGE LEGAL EXPENSE		1,841.50			11/12/2019
49742	FAHEY SCHULTZ BURZYCH RHODES	11/04/2019	11/30/2019	950.00	0.00	Paid	Y
18311	OAKLAND TACTICAL	BRENT KILPELA					
	101-268-801.01	TWP AT LARGE LEGAL EXPENSE		950.00			11/12/2019



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Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Unlized Post Date
49743							
18312	FAHEY SCHULTZ BURZYCH RHODES RAINBOW 101-268-801.01	11/04/2019 BRENT KILPELA	11/30/2019	1,215.00	0.00	Paid	11/12/2019
	TWP AT LARGE LEGAL EXPENSE			1,215.00			
49744							
18313	FAHEY SCHULTZ BURZYCH RHODES ZONING 101-400-801.00	11/04/2019 BRENT KILPELA	11/30/2019	2,795.00	0.00	Paid	11/12/2019
	PLANNING-CONTRACTED PLANNER EXPENSE			2,795.00			
11/01/2019							
18314	DTE ENERGY 2571 OAKGROVE NOV 2019 592-442-920.00	11/01/2019 BRENT KILPELA	11/25/2019	339.12	0.00	Paid	11/12/2019
	WWTW ELECTRICITY EXPENSE			339.12			
530358584							
18315	UIS SCADA SERVICE CALL 592-442-801.00	11/01/2019 BRENT KILPELA	11/30/2019	1,144.00	0.00	Paid	11/12/2019
	WWTW CONTRACTED SERVICES EXPENSE			1,144.00			
202162879893							
18316	CONSUMERS ENERGY 2571 OAKGROVE NOV 2019 592-442-922.00	10/30/2019 BRENT KILPELA	11/25/2019	89.33	0.00	Paid	11/12/2019
	WWTW NATURAL GAS EXPENSE			89.33			
517548388810							
18317	AT&T 517 548-3888 NOV 2019 592-442-850.00	10/28/2019 BRENT KILPELA	11/18/2019	83.64	0.00	Paid	11/12/2019
	WWTW TELEPHONE EXPENSE			83.64			
SIS10084994							
18318	ALEXANDER CHEMICAL CORPORATION SODA ASH 592-442-729.00	10/28/2019 BRENT KILPELA	11/27/2019	700.00	0.00	Paid	11/12/2019
	WWTW CHEMICALS EXPENSE			700.00			
201095066543							
18319	CONSUMERS ENERGY 391 N BURKHART NOV 2019 592-442-922.00	10/29/2019 BRENT KILPELA	11/21/2019	15.52	0.00	Paid	11/12/2019
	WWTW NATURAL GAS EXPENSE			15.52			
38							
18320	MHOG JULY-SEPT 2019 WATER CONSUMPTION 592-441-803.00	10/29/2019 BRENT KILPELA	11/29/2019	181,199.92	0.00	Paid	11/12/2019
	UTILITY BILLING WATER EXPENSE			181,199.92			
191537							
18321	M & K JETTING AND TELEVISIONS LIFT STATION CLEANING	10/25/2019 BRENT KILPELA	11/24/2019	1,757.50	0.00	Paid	11/12/2019

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Inv Ref# 592-442-801.00 WWTW CONTRACTED SERVICES EXPENSE 11/11/2019 BRENT KILPELA 12/11/2019 25,249.31 0.00 Paid 11/12/2019

46001 INFRAMARK, LLC 11/11/2019 BRENT KILPELA 12/11/2019 25,249.31 0.00 Paid 11/12/2019

18322 NOVEMBER 2019 MAINTENANCE 592-442-801.00 WWTW CONTRACTED SERVICES EXPENSE 25,249.31

11/4/2019 DTE ENERGY 11/04/2019 BRENT KILPELA 11/26/2019 109.93 0.00 Paid 11/13/2019

18323 1009 N BURKHART NOV 2019 592-442-920.00 WWTW ELECTRICITY EXPENSE 109.93

11/4/2019 DTE ENERGY 11/04/2019 BRENT KILPELA 11/26/2019 133.14 0.00 Paid 11/13/2019

18324 391 N BURKHART NOV 2019 592-442-920.00 WWTW ELECTRICITY EXPENSE 133.14

191579 M & K JETTING AND TELEVISION 11/05/2019 BRENT KILPELA 12/05/2019 1,567.50 0.00 Paid 11/13/2019

18325 CLEANED AERATOR TANK 592-442-801.00 WWTW CONTRACTED SERVICES EXPENSE 1,567.50

530358657 UTS SCADA 11/08/2019 BRENT KILPELA 12/08/2019 4,375.00 0.00 Paid 11/13/2019

18326 FERRIC CHLORIDE PACING 592-442-801.00 WWTW CONTRACTED SERVICES EXPENSE 4,375.00

11/12/2019 MICHIGAN ASSOC OF MUNICIPAL CLKS 11/12/2019 BRENT KILPELA 12/30/2019 60.00 0.00 Paid 11/13/2019

18327 JEAN GRAHAM MEMBERSHIP 101-215-957.00 CLERK DUES & SUBSCRIPTION EXPENSE 60.00

PA0034227 MICHIGAN.COM #1008 11/13/2019 BRENT KILPELA 11/26/2019 239.42 0.00 Paid 11/13/2019

18328 ANNUAL SUBSCRIPTION 12/1/19 - 11/ BRENT KILPELA 11/13/2019 239.42

11/12/2019 JEAN GRAHAM 11/12/2019 BRENT KILPELA 11/14/2019 159.77 0.00 Paid 11/13/2019

18329 TWP EXPENSES 101-265-727.00 TWP HALL KITCHEN/BATH SUPPLIES EXPENSE 159.77

7328989 GABRIDGE & COMPANY, PLC 11/08/2019 BRENT KILPELA 11/23/2019 4,600.00 0.00 Paid 11/13/2019

18330 PROGRESS BILLING 2019 AUDIT 101-000-237.00 AUDIT PAYABLE 4,600.00

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11/06/2019	ACCIDENT FUND OF MICHIGAN	11/06/2019	12/01/2019	2,955.00	0.00	Paid	Y
18331	ANNUAL WORKERS COMP PREMIUM	BRENT KILPELA					11/13/2019
	101-265-822.00	TWP HALL INSURANCE & BOND EXPENSE		2,955.00			
0002935081	LIVINGSTON DAILY PRESS & ARGUS	11/01/2019	11/20/2019	325.00	0.00	Paid	Y
18332	OCTOBER PUBLICATIONS	BRENT KILPELA					11/13/2019
	101-412-900.00	BOARD OF APPEALS PRINTING & PUBLICTN EX		190.00			
	101-101-900.00	TWP BOARD PRINTING & PUBLICATION EXPENS		135.00			
11/8/2019	DTE ENERGY	11/08/2019	12/02/2019	176.62	0.00	Paid	Y
18333	2559 W GRAND RIVER NOV 2019	BRENT KILPELA					11/14/2019
	592-442-920.00	WWTP ELECTRICITY EXPENSE		176.62			
11/08/2019	DTE ENERGY	11/08/2019	12/02/2019	94.38	0.00	Paid	Y
18334	3888 OAKGROVE NOV 2019	BRENT KILPELA					11/14/2019
	592-442-920.00	WWTP ELECTRICITY EXPENSE		94.38			
11/08/2019	DTE ENERGY	11/08/2019	12/02/2019	252.05	0.00	Paid	Y
18335	1034 AUSTIN CT NOV 2019	BRENT KILPELA					11/14/2019
	592-442-920.00	WWTP ELECTRICITY EXPENSE		252.05			
11/08/2019	DTE ENERGY	11/08/2019	12/02/2019	193.27	0.00	Paid	Y
18336	1575 N BURKHART NOV 2019	BRENT KILPELA					11/14/2019
	592-442-920.00	WWTP ELECTRICITY EXPENSE		193.27			
11/08/2019	DTE ENERGY	11/08/2019	12/02/2019	6,792.92	0.00	Paid	Y
18337	1222 PACKARD DR NOV 2019	BRENT KILPELA					11/14/2019
	592-442-920.00	WWTP ELECTRICITY EXPENSE		6,792.92			
11/08/2019	DTE ENERGY	11/08/2019	12/02/2019	164.11	0.00	Paid	Y
18338	2700 TOOLEY NOV 2019	BRENT KILPELA					11/14/2019
	592-442-920.00	WWTP ELECTRICITY EXPENSE		164.11			
11/18/2019	HOWELL PUBLIC SCHOOLS	11/18/2019	11/18/2019	1,001.20	0.00	Paid	Y
18339	2019 SUMMER TAXES 11/1/19 - 11/15/	BRENT KILPELA					11/18/2019
	703-000-225.00	TAX DUE TO HOWELL SCHLS DEBT SUMMER		1,001.20			

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11/18/2019	18340	HOWELL PUBLIC SCHOOLS 2019 SUMMER TAXES 11/1/19 - 11/15/ 703-000-225.01	11/18/2019	BRENT KILPELA TAX DUE TO HOWELL SCHLS OPER SUMMER	510.23	0.00	Paid	Y	11/18/2019
11/18/2019	18341	LIVINGSTON COUNTY TREASURER 2019 SUMMER TAXES 11/1/19 - 11/15/ 703-000-228.01	11/18/2019	BRENT KILPELA TAX DUE TO COUNTY SER SUMMER	1,969.63	0.00	Paid	Y	11/18/2019
11/18/2019	18342	LIV EDUC SERVICE AGENCY 2019 SUMMER TAXES 11/1/19 - 11/15/ 703-000-227.00	11/18/2019	BRENT KILPELA TAX DUE TO IESA SUMMER	1,082.88	0.00	Paid	Y	11/18/2019
11/18/2019	18343	LIVINGSTON COUNTY TREASURER 2019 SUMMER TAXES 11/1/19 - 11/15/ 703-000-228.00	11/18/2019	BRENT KILPELA TAX DUE TO COUNTY SUMMER	1,085.66	0.00	Paid	Y	11/18/2019
11/13/2019	18344	DTE ENERGY 271 E HIGHLAND NOV 2019 592-442-920.00	11/13/2019	BRENT KILPELA WWTW ELECTRICITY EXPENSE	36.93	0.00	Paid	Y	11/18/2019
854006222	18345	AT&T LONG DISTANCE WWTW LONG DISTANCE 592-442-850.00	11/06/2019	BRENT KILPELA WWTW TELEPHONE EXPENSE	2.10	0.00	Paid	Y	11/18/2019
11/12/2019	18346	DTE ENERGY TWP HALL NOV 2019 101-265-920.00	11/12/2019	BRENT KILPELA TWP HALL ELECTRICITY EXPENSE	484.88	0.00	Paid	Y	11/18/2019
59736	18347	MICRO WORKS COMPUTING, INC ELECTION LAPTOPS 101-191-930.00	11/13/2019	BRENT KILPELA ELECTION EQUIPMENT REPAIR EXPENSE	1,756.65	0.00	Paid	Y	11/18/2019
59757	18348	MICRO WORKS COMPUTING, INC REMOTE LICENSE 101-265-728.00	11/14/2019	BRENT KILPELA TWP HALL COMPUTER SUPPORT EXPENSE	144.00	0.00	Paid	Y	11/18/2019
2154829	18349	CARLISLE WORTMAN ASSOC, INC. GENERAL CONSULTATION	11/11/2019	BRENT KILPELA	1,362.50	0.00	Paid	Y	11/18/2019

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3091		COMPLETE OUTDOOR SERVICES, INC.	11/07/2019		11/28/2019	1,093.50	0.00	Paid	Y
18350		CEMETERY MAINT. (7&8 OF 8)		BRENT KILPELA					
		101-276-931.00				1,093.50			11/18/2019
81438		PLANNING-CONTRACTED PLANNER EXPENSE				1,362.50			
18351	MASTER MEDIA		11/13/2019		12/13/2019	380.44	0.00	Paid	Y
	KITCHEN/OFFICE SUPPLIES			BRENT KILPELA					
	101-265-727.00	TWP HALL KITCHEN/BATH SUPPLIES EXPENSE				97.80			11/18/2019
	101-265-727.01	TWP HALL OFFICE SUPPLIES EXPENSE				282.64			
11/18/2019	LOOMIS, RUSSELL		11/18/2019		11/25/2019	50.10	0.00	Paid	Y
18352	UB refund for account: 0624302029			BRENT KILPELA					
	592-000-214.89	SEWER DEBT FEE QTRLY				50.10			11/18/2019
5175552195611	AT&T		11/13/2019		12/05/2019	77.23	0.00	Paid	Y
18353	517 552-1956 FOR NOV 2019			BRENT KILPELA					
	592-442-850.00	WWTP TELEPHONE EXPENSE				77.23			11/20/2019
4035277909	CINTAS CORPORATION #725		11/19/2019		12/10/2019	71.24	0.00	Paid	Y
18354	BLUE MATS			BRENT KILPELA					
	101-265-775.00	TWP HALL OFFICE CLEANING & MAINT EXPENS				71.24			11/20/2019
203764752899	CONSUMERS ENERGY		11/14/2019		12/10/2019	276.32	0.00	Paid	Y
18356	TWP HALL NOV 2019			BRENT KILPELA					
	101-265-922.00	TWP HALL NATURAL GAS EXPENSE				276.32			11/21/2019
206701247353	CONSUMERS ENERGY		11/14/2019		12/09/2019	350.42	0.00	Paid	Y
18357	1222 PACKARD DR NOV 2019			BRENT KILPELA					
	592-442-922.00	WWTP NATURAL GAS EXPENSE				350.42			11/21/2019
70722	SUPPLYOWL.COM		11/25/2019		11/25/2019	589.99	0.00	Paid	Y
18358	ELECTRIC MAIL OPENER			BRENT KILPELA					
	101-265-727.01	TWP HALL OFFICE SUPPLIES EXPENSE				589.99			11/25/2019
001028674075	MUTUAL OF OMAHA INSURANCE COMPANY		11/14/2019		12/01/2019	204.13	0.00	Paid	Y
18359	DECEMBER 2019			BRENT KILPELA					
	101-265-721.00	TWP HALL LIFE INSURANCE EXPENSE				204.13			11/25/2019

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S020365870	TELEDYNE INSTRUMENTS, INC		11/21/2019	BRENT KILPELA	12/21/2019	530.00	0.00	Paid	Y	11/25/2019
18360	REPLACEMENT PUMP ASSEMBLY									
	592-442-930.00	WWTP EQUIPMENT REPAIR EXPENSE				530.00				

3118	DECKER AGENCY		11/25/2019	BRENT KILPELA	11/26/2019	16,708.00	0.00	Paid	Y	
18361	TWP RENEWAL 12/1/19 -12/1/20									11/26/2019
	101-265-822.00	TWP HALL INSURANCE & BOND EXPENSE				7,017.00				
	592-441-822.00	UTILITY BILLING INSURANCE & BOND EXPENS				9,691.00				

199098	SPICER GROUP		11/26/2019	BRENT KILPELA	12/03/2019	2,311.75	0.00	Paid	Y	
18362	BD Bond Refund									11/26/2019
	101-000-203.00	BSP19-0002				2,311.75				

64865	ECONO PRINT		11/26/2019	BRENT KILPELA	12/15/2019	949.76	0.00	Paid	Y	
18363	WINTER 2019 TAX BILLS									11/26/2019
	101-253-726.01	TREASURER POSTAGE				949.76				

12/2/2019	HOWELL PUBLIC SCHOOLS		12/02/2019	BRENT KILPELA	12/10/2019	864.84	0.00	Paid	Y	
18364	SUMMER TAXES 11/16/19 - 11/30/19									12/02/2019
	703-000-225.00	TAX DUE TO HOWELL SCHLS DEBT SUMMER				864.84				

12/2/2019	HOWELL PUBLIC SCHOOLS		12/02/2019	BRENT KILPELA	12/10/2019	1,505.45	0.00	Paid	Y	
18365	SUMMER TAXES 11/16/19 - 11/30/19									12/02/2019
	703-000-225.01	TAX DUE TO HOWELL SCHLS OPER SUMMER				1,505.45				

12/2/2019	FOWLERVILLE SCHOOLS		12/02/2019	BRENT KILPELA	12/10/2019	61.17	0.00	Paid	Y	
18366	SUMMER TAXES 11/16/19 - 11/30/19									12/02/2019
	703-000-226.00	TAX DUE TO FOWL SCHLS OPER SUMMER				61.17				

12/2/2019	LIVINGSTON COUNTY TREASURER		12/02/2019	BRENT KILPELA	12/10/2019	1,721.77	0.00	Paid	Y	
18367	SUMMER TAXES 11/16/19 - 11/30/19									12/02/2019
	703-000-228.01	TAX DUE TO COUNTY SET SUMMER				1,721.77				

12/2/2019	LIV EDUC SERVICE AGENCY		12/02/2019	BRENT KILPELA	12/10/2019	946.55	0.00	Paid	Y	
18368	SUMMER TAXES 11/16/19 -11/30/19									12/02/2019
	703-000-227.00	TAX DUE TO IESA SUMMER				946.55				

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12/2/2019	LIVINGSTON COUNTY TREASURER	12/02/2019	12/10/2019	949.00	0.00	Paid	Y 12/02/2019
18369	SUMMER TAXES 11/16/19 - 11/30/19 703-000-228.00 TAX DUE TO COUNTY SUMMER	BRENT KILPELA		949.00			
12/2/2019	LIVINGSTON COUNTY TREASURER	12/02/2019	12/10/2019	17.00	0.00	Paid	Y 12/02/2019
18370	DOG LICENSES 701-000-238.00	BRENT KILPELA		17.00			
12/2/2019	HOWELL CARNEGIE LIBRARY	12/02/2019	12/10/2019	391.02	0.00	Paid	Y 12/02/2019
18371	DDEPT JULY - NOV 2019 701-000-223.00	BRENT KILPELA		391.02			
12/2/2019	LIV EDUC SERVICE AGENCY	12/02/2019	12/10/2019	1,224.30	0.00	Paid	Y 12/02/2019
18372	DDEPT JULY - NOV 2019 701-000-227.00	BRENT KILPELA		1,224.30			
12/2/2019	HOWELL AREA FIRE AUTHORITY	12/02/2019	12/10/2019	540.17	0.00	Paid	Y 12/02/2019
18373	DDEPT JULY - NOV 2019 701-000-234.00	BRENT KILPELA		540.17			
12/2/2019	HOWELL PUBLIC SCHOOLS	12/02/2019	12/10/2019	2,333.76	0.00	Paid	Y 12/02/2019
18374	DDEPT JULY - NOV 2019 701-000-225.01	BRENT KILPELA		2,333.76			
12/2/2019	HOWELL PUBLIC SCHOOLS	12/02/2019	12/10/2019	2,274.11	0.00	Paid	Y 12/02/2019
18375	DDEPT JULY - NOV 2019 701-000-225.00	BRENT KILPELA		2,274.11			
12/2/2019	LIVINGSTON COUNTY TREASURER	12/02/2019	12/10/2019	3,665.59	0.00	Paid	Y 12/02/2019
18376	DDEPT JULY - NOV 2019 701-000-228.00	BRENT KILPELA		3,665.59			
12/2/2019	LIVINGSTON COUNTY TREASURER	12/02/2019	12/10/2019	765.00	0.00	Paid	Y 12/02/2019
18377	MOBILE HOME FEES 701-000-239.00	BRENT KILPELA		765.00			

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# of Invoices:	84	# Due:	0	Totals:	301,102.92	0.00
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00

301,102.92  
 Agree with Clerk  
 Register BK

Net of Invoices and Credit Memos:

DEPT/ACTIVITY	Inv Amt	Amt Due
101 - GENERAL FUND	43,018.55	0.00
592 - SWR/WTR	235,175.04	0.00
701 - TRUST & AGENCY	11,210.95	0.00
703 - TAX FUND	11,698.38	0.00

--- TOTALS BY DEPT/ACTIVITY ---

DEPT/ACTIVITY	Inv Amt	Amt Due
000 - OTHER	33,381.68	0.00
101 - TOWNSHIP BOARD	135.00	0.00
191 - ELECTIONS	1,756.65	0.00
209 - ASSESSING	225.00	0.00
215 - CLERK	60.00	0.00
253 - TREASURER	2,502.40	0.00
265 - TOWNSHIP HALL	15,187.04	0.00
268 - TOWNSHIP AT LARGE	6,919.21	0.00
276 - CEMETERY	1,093.50	0.00
400 - PLANNING COMMISSION	4,527.50	0.00
412 - BOARD OF APPEALS	190.00	0.00
441 - UTILITY BILLING	190,890.92	0.00
442 - WWTP	44,234.02	0.00



Check Date	Bank	Check	Vendor Name	Amount
Bank GEN GENERAL FUND CHECKING				
11/14/2019	GEN	17346	ACCIDENT FUND OF MICHIGAN	2,955.00
11/14/2019	GEN	17347	BS&A SOFTWARE	2,113.00
11/14/2019	GEN	17348	CAREFREE MAINTENANCE CO.	230.00
11/14/2019	GEN	17349	CULLIGAN WATER	62.00
11/14/2019	GEN	17350	DTE ENERGY	482.71
11/14/2019	GEN	17351	ECONO PRINT	1,552.64
11/14/2019	GEN	17352	FAHEY SCHULTZ BURZYCH RHODES	9,231.50
11/14/2019	GEN	17353	GABRIDGE & COMPANY, PLC	4,600.00
11/14/2019	GEN	17354	JEAN GRAHAM	159.77
11/14/2019	GEN	17355	IRON MOUNTAIN	144.54
11/14/2019	GEN	17356	LIVINGSTON DAILY PRESS & ARGUS	325.00
11/14/2019	GEN	17357	MICHIGAN.COM #1008	239.42
11/14/2019	GEN	17358	MICHIGAN ASSOC OF MUNICIPAL CLKS	60.00
11/14/2019	GEN	17359	MASTER MEDIA	40.31
11/14/2019	GEN	17360	MICRO WORKS COMPUTING, INC	75.00
11/14/2019	GEN	17361	DARA LLC	9.50
11/14/2019	GEN	17362	BRIVAR CONSTRUCTION COMPANY	363.20
11/14/2019	GEN	17363	TLS CONSTRUCTION	733.75
11/14/2019	GEN	17364	HAMILTON'S PROPANE INC	2,404.05
11/14/2019	GEN	17365	PLANNING & ZONING CENTER	370.00
11/14/2019	GEN	17366	STATE OF MICHIGAN	225.00
11/25/2019	GEN	101001641 (E)	CONSUMERS ENERGY	276.32
11/25/2019	GEN	101001642 (E)	DTE ENERGY	484.88
11/25/2019	GEN	17367	CARLISLE WORTMAN ASSOC, INC.	1,362.50
11/25/2019	GEN	17368	CINTAS CORPORATION #725	71.24
11/25/2019	GEN	17369	COMPLETE OUTDOOR SERVICES, INC.	1,093.50
11/25/2019	GEN	17370	MASTER MEDIA	380.44
11/25/2019	GEN	17371	MICRO WORKS COMPUTING, INC	1,900.65
11/25/2019	GEN	17372	MUTUAL OF OMAHA INSURANCE COMPANY	204.13
11/25/2019	GEN	17373	SUPPLYOWL.COM	589.99
11/26/2019	GEN	17374	DECKER AGENCY	16,708.00
11/26/2019	GEN	17375	ECONO PRINT	949.76
11/26/2019	GEN	17376	SPICER GROUP	2,311.75

GEN TOTALS:

Total of 33 Checks:	52,709.55
Less 0 Void Checks:	0.00
Total of 33 Disbursements:	52,709.55

Bank T&A TRUST & AGENCY CHECKING

12/02/2019	T&A	3438	HOWELL AREA FIRE AUTHORITY	540.17
12/02/2019	T&A	3439	HOWELL CARNEGIE LIBRARY	391.02
12/02/2019	T&A	3440	HOWELL PUBLIC SCHOOLS	2,333.76
12/02/2019	T&A	3441	HOWELL PUBLIC SCHOOLS	2,274.11
12/02/2019	T&A	3442	LIV EDUC SERVICE AGENCY	1,224.30
12/02/2019	T&A	3443	LIVINGSTON COUNTY TREASURER	17.00
12/02/2019	T&A	3444	LIVINGSTON COUNTY TREASURER	3,665.59
12/02/2019	T&A	3445	LIVINGSTON COUNTY TREASURER	765.00

T&A TOTALS:

Total of 8 Checks:	11,210.95
Less 0 Void Checks:	0.00
Total of 8 Disbursements:	11,210.95

Bank TAX TAX CHECKING

11/18/2019	TAX	5323	HOWELL PUBLIC SCHOOLS	1,001.20
11/18/2019	TAX	5324	HOWELL PUBLIC SCHOOLS	510.23
11/18/2019	TAX	5325	LIV EDUC SERVICE AGENCY	1,082.88
11/18/2019	TAX	5326	LIVINGSTON COUNTY TREASURER	1,969.63
11/18/2019	TAX	5327	LIVINGSTON COUNTY TREASURER	1,085.66
12/02/2019	TAX	5328	FOWLerville SCHOOLS	61.17
12/02/2019	TAX	5329	HOWELL PUBLIC SCHOOLS	864.84
12/02/2019	TAX	5330	HOWELL PUBLIC SCHOOLS	1,505.45
12/02/2019	TAX	5331	LIV EDUC SERVICE AGENCY	946.55
12/02/2019	TAX	5332	LIVINGSTON COUNTY TREASURER	1,721.77
12/02/2019	TAX	5333	LIVINGSTON COUNTY TREASURER	949.00

TAX TOTALS:

Total of 11 Checks:	11,698.38
Less 0 Void Checks:	0.00
Total of 11 Disbursements:	11,698.38

Check Date	Bank	Check	Vendor Name	Amount
Bank UTYCK UTILITY CHECKING				
11/13/2019	UTYCK	2571	ALEXANDER CHEMICAL CORPORATION	700.00
11/13/2019	UTYCK	2572	INFRAMARK, LLC	25,249.31
11/13/2019	UTYCK	2573	M & K JETTING AND TELEVISIONING	3,325.00
11/13/2019	UTYCK	2574	MHOG	181,199.92
11/13/2019	UTYCK	2575	UIS SCADA	5,519.00
11/13/2019	UTYCK	590002985 (E)	AT&T	83.64
11/13/2019	UTYCK	590002986 (E)	CONSUMERS ENERGY	89.33
11/13/2019	UTYCK	590002987 (E)	CONSUMERS ENERGY	15.52
11/13/2019	UTYCK	590002988 (E)	DTE ENERGY	339.12
11/13/2019	UTYCK	590002989 (E)	DTE ENERGY	109.93
11/13/2019	UTYCK	590002990 (E)	DTE ENERGY	133.14
11/25/2019	UTYCK	2576	AT&T LONG DISTANCE	2.10
11/25/2019	UTYCK	2577	LOOMIS, RUSSELL	50.10
11/25/2019	UTYCK	2578	TELEDYNE INSTRUMENTS, INC	530.00
11/25/2019	UTYCK	590002991 (E)	AT&T	77.23
11/25/2019	UTYCK	590002992 (E)	CONSUMERS ENERGY	350.42
11/25/2019	UTYCK	590002993 (E)	DTE ENERGY	176.62
11/25/2019	UTYCK	590002994 (E)	DTE ENERGY	94.38
11/25/2019	UTYCK	590002995 (E)	DTE ENERGY	252.05
11/25/2019	UTYCK	590002996 (E)	DTE ENERGY	193.27
11/25/2019	UTYCK	590002997 (E)	DTE ENERGY	6,792.92
11/25/2019	UTYCK	590002998 (E)	DTE ENERGY	164.11
11/25/2019	UTYCK	590002999 (E)	DTE ENERGY	36.93

UTYCK TOTALS:

Total of 23 Checks:	225,484.04
Less 0 Void Checks:	0.00
Total of 23 Disbursements:	225,484.04

REPORT TOTALS:

Total of 75 Checks:	301,102.92
Less 0 Void Checks:	0.00
Total of 75 Disbursements:	301,102.92

*C Agrees with Invoice Register BK*