

**CHARTER TOWNSHIP OF VAN BUREN BOARD OF TRUSTEES  
SEPTEMBER 1, 2015 REGULAR BOARD MEETING  
TENTATIVE AGENDA**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

Supervisor Combs	_____	Trustee McClanahan	_____
Clerk Wright	_____	Trustee Miller	_____
Treasurer Budd	_____	Engineer Nummer	_____
Trustee Hart	_____	Attorney McCauley	_____
Trustee Jahr	_____	Secretary Montgomery	_____

**APPROVAL OF AGENDA:**

**APPROVAL OF CONSENT AGENDA:**

1. Work Study Session Minutes of August 17, 2015.
2. Closed Session Minutes of August 17, 2015.
3. Regular Board Meeting Minutes of August 18, 2015.
4. Prepaid List of August 14, 2015.
5. Prepaid List of August 21, 2015.
6. Prepaid List of August 27, 2015
7. Voucher List of September 1, 2015.
8. Adoption of Resolution 2015-35, Health Care Opt-Out for 2016.
9. Approval of the combination of lots V125-83-018-02-0112-003 and V125-83-018-02-0115-000.

**PUBLIC HEARING:** To consider the Request by Ashley Crossroads North, LLC to establish Industrial District #25.

**CORRESPONDENCE:**

**PUBLIC COMMENT:**

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

1. To consider adoption of Resolution 2015-34 to establish Industrial Development District #25.
2. To consider awarding the contract for the reconstruction of Dewitt, Jeanette, and Venetian Roads to Verdeterre Contracting, per the recommendation of the Township Engineer.
3. To consider approval of the Personal Services between Martin E. Ladd and the Township and authorize the Supervisor and Clerk to execute the agreement.
4. To consider approval of the Personal Services Agreement between Matthew Best and the Township and authorize the Supervisor and Clerk to execute the agreement.

**REPORTS:**

**ANNOUNCEMENTS:**

**NON-AGENDA ITEMS:**

**ADJOURNMENT:**

**CHARTER TOWNSHIP OF VAN BUREN  
WORK STUDY SESSION MINUTES  
AUGUST 17, 2015**

Supervisor Combs called the meeting to order at 4:00 p.m. in the Sheldon Room. Present: Supervisor Combs, Clerk Wright, Treasurer Budd, Trustee Hart, Trustee Miller and Trustee McClanahan. Late arrival (4:01) Trustee Jahr. Others in Attendance Secretary Montgomery, DDA Director Ireland, Executive Assistant Clair, Attorney Vinson, Director of Planning and Economic Development Akers, Deputy Director Public Safety-Fire Besson, Deputy Director Public Safety-Police Wright, Public Safety Director Laurain, Assessing Coordinator Stevenson, Development Services Consultant Sloan and an audience of five (5).

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** Discussion on the appointment of Mr. Khalil Rahal (Wayne County Representative) to the Local Development Finance Authority (LDFA) with a term to expire at Wayne County's discretion. Mr. Khalil is a Wayne County resident and Interim Director of the Wayne County Economic Development Corporation.

Discussion on the re-appointment of Harlan Davenport to the Construction Code of Appeals Board with a term to expire 2-28-2017. Mr. Davenport is President of Davenport Construction. The Construction Board of Appeals only meets when the need arises.

Discussion on the request by Ashley Crossroads North LLC to establish Industrial Development District (I.D.D.) #25. If approved the I.D.D. would qualify for Incremental Finance Tax Abatements.

**PUBLIC COMMENT:** Public comments included: protection of residential parcel and traffic concerns in the Van Born, Ecorse and Haggerty Road area; appointment of Mr. Davenport to the Construction Code of Appeals Board; Voucher expenditures for LDFA Attorneys; the need to keep LDFA Board members informed and unsecured areas in the Cobblestone Ridge

Supervisor Combs stated the Township attorney is working with the attorney representing Mr. Byarski to resolve the Cobblestone Ridge violations, some of the violations were being disputed, and securing open basements was a priority.

**ADJOURNMENT:** There being no further discussion, Budd moved, McClanahan seconded to adjourn to Closed Session at 4:55 p.m. to discuss on-going negotiations and administrative proceedings involving the POLC Command Officers. Roll Call Vote. Yeas: Combs, Budd, Wright, Hart, Jahr, McClanahan and Miller. Motion Carried.

**CLOSED SESSION:** To discuss on-going negotiations and administrative proceedings involving the POLC Command Officers.

**ADJOURNMENT:** The Work Study Session was reconvened at 6:21 p.m. There being no further discussion Hart moved, Miller seconded to adjourn the Work Study Session at 6:22 p.m. Motion Carried.

Respectfully submitted,

\_\_\_\_\_  
Leon Wright, Township Clerk

Date: \_\_\_\_\_.

\_\_\_\_\_  
Linda H. Combs, Township Supervisor

Date: \_\_\_\_\_.

**CHARTER TOWNSHIP OF VAN BUREN  
BOARD MEETING MINUTES  
AUGUST 18, 2015**

Supervisor Combs called the meeting to order at 7:00 p.m. in the Board Room. Present: Supervisor Combs, Clerk Wright, Treasurer Budd, Trustee Hart, Trustee Jahr, Trustee McClanahan and Trustee Miller. Others in attendance: Secretary Montgomery, Executive Assistant Clair, Planning and Economic Development Director Akers, DPS Director Taylor, Developmental Services Consultant Sloan, Deputy Director (Fire) Besson an audience of ten (10).

Supervisor Combs requested a correction to Consent Agenda item #6 to read: "with a term to expire August 12, 2019" and removal of Consent Agenda item #7.

**APPROVAL OF AGENDA:** Budd moved, Miller seconded to approve the agenda as amended. Motion Carried.

**APPROVAL OF CONSENT AGENDA:** Hart moved, Wright seconded to approve the Consent Agenda as amended. [Work Study Session Minutes of August 3, 2015; Closed Session Minutes of August 3, 2015; Regular Board Meeting Minutes of August 4, 2015; Prepaid List of August 6, 2015; Voucher List of August 18, 2015; Appointment of Mr. Khalil Rahal (Wayne County Representative) to the Local Development Finance Authority (LDFA) with a term to expire August 12, 2019.] Motion Carried.

**PUBLIC HEARING:** None.

**CORRESPONDENCE:** Supervisor Combs read a letter thanking Officers Moening, Sweet and Hayes, Director Laurain, Deputy Director Wright and Senior Director Jordan on their assistance in locating a lost family member.

**PUBLIC COMMENT:** None.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** Budd moved, Hart seconded to approve the Fire Marshal job description as presented. Motion Carried. This job description replaces the full time Fire Inspector position in the MAFF Collective Bargaining Agreement.

Miller moved, Wright seconded to approve the Permanent Part Time Fire Inspector position as presented. Motion Carried. This is a new position in the MAFF Collective Bargaining Agreement with an average of 24 hours weekly.

Wright moved, McClanahan seconded to grant Special Land Use approval to Denton Partners, LLC for a gas station and drive-thru restaurant at 49230 Michigan Ave. and 5825 Denton Rd. Motion Carried.

McClanahan moved, Miller seconded to approve Resolution 2015-33 authorizing the reassignment of the existing Detroit Water and Sewer Department (DWSD) water contract to the Great Lakes Water Authority (GLWA). Motion Carried. The approval process is in accordance to the 2015 lease agreement reached by the DWSD and the GLWA.

**REPORTS:** The June 2015 Budgetary Report was ordered received and filed. Copies are available for review at the Clerk's Office.

**ANNOUNCEMENTS:** Supervisor Combs announced anticipated vacancies on the Planning Commission, LDFA Board, Environmental Commission, Board of Zoning Appeals and Local Development Finance Authority and the Water and Sewer Commission. Applications are available at the Supervisor's Office or on-line. Trustee Jahr announced the Environmental Commission has recently been reviewing environmental and health concerns associated with the use of coal tar based driveway sealers. The meeting was videotaped and airs on VBT12. Further discussion will occur at the Environmental Commission meeting on August 19, 2015 at 7:00 p.m. at the Township Hall and the public is invited to attend and learn more. A resident announced that the LDFA recently considered and authorized a down payment of approximately \$4.5 million towards the tax incremental refunding bonds, Series 2015 bond refinancing.

**AUDIENCE (Non-Agenda Items):** Residents commented on: A need to perform background checks on applicants for committees and commission; disapproval of the approved ballot language regarding the Public Safety Millage; Support for the approved ballot language regarding the Public Safety Millage; Requested the Board take pay cuts and that Van Buren Township only collects 3% of the total taxes paid with the majority being paid to Wayne County.

Trustee Jahr commented that Board Meetings were the place to conduct Township business and requested that the Supervisor review whether comments regarding the Public Safety Millage were allowed. The Supervisor agreed and will seek a legal opinion.

**ADJOURNMENT:** Miller moved, McClanahan seconded to adjourn at 7:50 p.m. Motion Carried.

\_\_\_\_\_  
Leon Wright, Township Clerk

Date: \_\_\_\_\_.

\_\_\_\_\_  
Linda H. Combs, Township Supervisor

Date: \_\_\_\_\_.

# Accounts Payable

## Computer Check Proof List by Vendor

User: CTowles  
 Printed: 08/13/2015 - 2:27PM  
 Batch: 00004.08.2015 - 8/14 PPD



**Charter Township of Van Buren**

46425 Tyler Road

Van Buren, MI 48111

Telephone 734-699-8925

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 14bdc	14-B District Court			Check Sequence: 1	ACH Enabled: False
Bond	Bond: Diana Lynn Bell	260.00	08/14/2015	760-000-299-000	
	Check Total:	260.00			
Vendor: 35dc	35th District Court			Check Sequence: 2	ACH Enabled: False
Bond	Bond: Tamra Jean Goins	300.00	08/14/2015	760-000-299-000	
	Check Total:	300.00			
Vendor: amera2	AmeraPlan Reimbursable			Check Sequence: 3	ACH Enabled: True
203	Retiree HRA	9.60	08/14/2015	101-900-719-000	
2210-2260	Employee HRA	20.00	08/14/2015	101-101-719-000	
2210-2260	Employee HRA	115.89	08/14/2015	101-215-719-000	
2210-2260	Employee HRA	103.39	08/14/2015	101-253-719-000	
2210-2260	Employee HRA	20.00	08/14/2015	101-265-719-000	
2210-2260	Employee HRA	1,470.14	08/14/2015	101-301-719-000	
2210-2260	Employee HRA	593.61	08/14/2015	101-325-719-000	
2210-2260	Employee HRA	192.10	08/14/2015	101-329-719-000	
2210-2260	Employee HRA	55.00	08/14/2015	101-691-719-000	
2210-2260	Employee HRA	20.00	08/14/2015	101-692-719-000	
2210-2260	Employee HRA	215.00	08/14/2015	592-536-719-000	
	Check Total:	2,814.73			
Vendor: ATT	AT&T			Check Sequence: 4	ACH Enabled: False
7343987943	8.1-8.31 398-7943	119.32	08/14/2015	592-536-920-000	
734R014396	8.1-8.31 R01-4396	221.50	08/14/2015	101-265-850-000	
734R016776	8.1-8.31 R01-6776	312.11	08/14/2015	101-265-850-000	
906R110537	8.1-8.31 R11-0537	557.77	08/14/2015	101-265-850-000	
	Check Total:	1,210.70			
Vendor: daljac	Jack Dalton			Check Sequence: 5	ACH Enabled: False

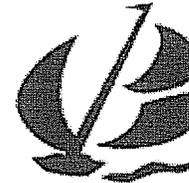
Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Entertainment	Summer Extravaganza Entertainment	400.00	08/14/2015	101-692-742-000	
	Check Total:	400.00			
Vendor: debcat	Deb's Catering			Check Sequence: 6	ACH Enabled: False
Balance Due	Summer Extravaganza Caterer Balance Due	695.00	08/14/2015	101-692-742-000	
	Check Total:	695.00			
Vendor: licosc	Lincoln Consolidated Schools			Check Sequence: 7	ACH Enabled: False
Taxes	Dist Summer Taxes	4,320.55	08/14/2015	703-000-236-000	
Taxes	Dist Summer Taxes	58.76	08/14/2015	703-000-246-000	
Taxes	Dist Summer Taxes	2,254.57	08/14/2015	703-000-233-000	
	Check Total:	6,633.88			
Vendor: oreill	O'Reilly Automotive			Check Sequence: 8	ACH Enabled: False
3362239773	Wiper Blades/Tire Wet	37.95	08/14/2015	101-301-860-000	
3362239793	#301 Battery	99.58	08/14/2015	101-329-860-000	
3362240068	Seat Cover	31.99	08/14/2015	101-301-860-000	
3362240073	#134 Seat Cover	28.00	08/14/2015	101-301-860-000	
3362241318	#P37 Bulbs	43.19	08/14/2015	101-718-860-000	
3362241790	Belt	19.79	08/14/2015	592-537-930-000	
3362242903	#516 Clnrs/RainX/Cloths	34.56	08/14/2015	592-536-932-000	
3362245971	Tire Foam/Mirror Adhsv	26.95	08/14/2015	101-301-860-000	
3362246204	#301 Motor Oil/AntiFreeze	15.98	08/14/2015	101-329-860-000	
	Check Total:	337.99			
Vendor: vbpusc	Van Buren Public School			Check Sequence: 9	ACH Enabled: False
Taxes	Dist Summer Taxes	108,192.82	08/14/2015	703-000-231-000	
Taxes	Dist Summer Taxes	29,403.59	08/14/2015	703-000-234-000	
Taxes	Dist Summer Taxes	77,545.75	08/14/2015	703-000-235-000	
	Check Total:	215,142.16			
Vendor: walmar	Walmart			Check Sequence: 10	ACH Enabled: False
07.10	Chicken for Pot Luck Luncheon	79.50	08/14/2015	101-692-742-000	
07.28	Cases of Bottled Water	104.40	08/14/2015	101-336-740-000	
	Check Total:	183.90			
Vendor: wainsc	Washtenaw Intermediate Schools			Check Sequence: 11	ACH Enabled: False
Taxes	Dist Summer Taxes	2,336.31	08/14/2015	703-000-239-000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	2,336.31			
Vendor: wacotr	Wayne County Treasurer			Check Sequence: 12	ACH Enabled: False
Taxes	Dist Summer Taxes	2,509.13	08/14/2015	703-000-237-002	
Taxes	Dist Summer Taxes	25,972.63	08/14/2015	703-000-249-000	
Taxes	Dist Summer Taxes	87,637.35	08/14/2015	703-000-237-000	
Taxes	Dist Summer Taxes	159,347.55	08/14/2015	703-000-230-000	
	Check Total:	275,466.66			
Vendor: WCAAO	Wayne Cty Assc Of Asses Office			Check Sequence: 13	ACH Enabled: False
Registration	Bellingham: 8/20 Trng Class	20.00	08/14/2015	101-253-861-000	
	Check Total:	20.00			
Vendor: wrileo	Leon Wright			Check Sequence: 14	ACH Enabled: False
Travel	8/6 Mediation Mileage	57.50	08/14/2015	101-101-956-000	
Travel Advance	8/19 MMRMA Conference Mileage	289.80	08/14/2015	101-101-956-000	
	Check Total:	347.30			
	Total for Check Run:	506,148.63			
	Total of Number of Checks:	14			

# Accounts Payable

## Computer Check Proof List by Vendor

User: VMorse  
 Printed: 08/21/2015 - 1:02PM  
 Batch: 00006.08.2015 - 8/21/15 PPD



Charter Township of Van Buren

46425 Tyler Road

Van Buren, MI 48111

Telephone 734-699-8925

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: att	AT&T			Check Sequence: 1	ACH Enabled: False
7343262982	8/7-9/6 326-2982	140.67	08/21/2015	101-265-850-000	
	Check Total:	140.67			
Vendor: bcbs	Blue Cross Blue Shield of MI			Check Sequence: 2	ACH Enabled: False
7002712710	Sept Health Ins	1,435.66	08/21/2015	101-101-719-000	
7002712710	Sept Health Ins	4,314.62	08/21/2015	101-215-719-000	
7002712710	Sept Health Ins	1,435.66	08/21/2015	101-228-719-000	
7002712710	Sept Health Ins	2,157.31	08/21/2015	101-247-719-000	
7002712710	Sept Health Ins	1,721.25	08/21/2015	101-253-719-000	
7002712710	Sept Health Ins	2,157.31	08/21/2015	101-265-719-000	
7002712710	Sept Health Ins	27,145.50	08/21/2015	101-301-719-000	
7002712710	Sept Health Ins	717.83	08/21/2015	101-325-719-000	
7002712710	Sept Health Ins	2,157.31	08/21/2015	101-329-719-000	
7002712710	Sept Health Ins	2,157.31	08/21/2015	101-336-719-000	
7002712710	Sept Health Ins	4,160.33	08/21/2015	101-370-719-000	
7002712710	Sept Health Ins	1,721.25	08/21/2015	101-692-719-000	
7002712710	Sept Health Ins	18,557.41	08/21/2015	101-900-719-000	
7002712710	Sept Health Ins	717.83	08/21/2015	247-000-719-000	
7002712710	Sept Health Ins	717.83	08/21/2015	250-000-719-000	
7002712710	Sept Health Ins	10,526.95	08/21/2015	592-536-719-000	
	Check Total:	81,801.36			
Vendor: bicane	Blue Care Network			Check Sequence: 3	ACH Enabled: False
152190000118	Sept Health Ins	1,409.81	08/21/2015	101-171-719-000	
152190000118	Sept Health Ins	1,607.33	08/21/2015	101-215-719-000	
152190000118	Sept Health Ins	1,607.33	08/21/2015	101-228-719-000	
152190000118	Sept Health Ins	4,426.95	08/21/2015	101-253-719-000	
152190000118	Sept Health Ins	5,039.93	08/21/2015	101-265-719-000	
152190000118	Sept Health Ins	35,464.26	08/21/2015	101-301-719-000	
152190000118	Sept Health Ins	7,457.76	08/21/2015	101-325-719-000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
152190000118	Sept Health Ins	1,607.33	08/21/2015	101-329-719-000	
152190000118	Sept Health Ins	6,231.80	08/21/2015	101-691-719-000	
152190000118	Sept Health Ins	9,587.16	08/21/2015	101-900-719-000	
152190000118	Sept Health Ins	7,655.28	08/21/2015	592-536-719-000	
152190000118	Sept Health Ins	1,790.62	08/21/2015	592-536-719-001	
	Check Total:	83,885.56			
Vendor: bowaco	Board Of Water Commissioners			Check Sequence: 4	ACH Enabled: False
004-1511.400	July IWC	533.50	08/21/2015	592-537-924-000	
	Check Total:	533.50			
Vendor: comcast	COMCAST			Check Sequence: 5	ACH Enabled: False
204486013	8/19-9/18 Cable Box Fee	3.16	08/21/2015	101-215-956-000	
204486013	8/19-9/18 Cable Box Fee	18.96	08/21/2015	101-301-956-000	
204486013	8/19-9/18 Cable DVR Svs	21.12	08/21/2015	101-715-740-000	
204486013	8/19-9/18 Cable Box Fee	3.16	08/21/2015	101-171-956-000	
	Check Total:	46.40			
Vendor: DTE	DTE Energy			Check Sequence: 6	ACH Enabled: False
295163000033	Gas 7.6-8.4 39600 Tyler	30.60	08/21/2015	101-265-920-000	
295163000058	Gas 7.6-8.4 39600 Tyler	42.42	08/21/2015	101-265-920-000	
295163000132	Gas 7.6-8.5 7981 Belleville	93.19	08/21/2015	101-336-920-000	
295163000132	Ele 7.6-8.5 7981 Belleville	1,538.00	08/21/2015	101-336-920-000	
295163000165	Ele 7.14-8.12 7563 Haggerty	119.10	08/21/2015	592-536-920-000	
295163000165	Gas 7.14-8.12 7563 Haggerty	31.30	08/21/2015	592-536-920-000	
295163000181	Ele 6.25-7.27 46805 Tyler	704.31	08/21/2015	592-536-920-000	
295163000264	Ele 7.9-8.7 11940 Hannan	59.01	08/21/2015	592-536-920-000	
295163000322	Ele 7.16-8.14 17395 Haggerty	42.95	08/21/2015	592-536-920-000	
295163000348	Ele 7.8-8.6 10151 Belleville	12.98	08/21/2015	247-000-920-000	
295163000348	Gas 7.8-8.6 10151 Belleville	16.93	08/21/2015	247-000-920-000	
295163000348	Outdoor Light 6.10-7.10 10151 Belleville	15.23	08/21/2015	247-000-920-000	
29516300314	Ele 7.6-8.5 9260 Haggerty	64.76	08/21/2015	592-536-920-000	
322186500029	Gas 7.10-8.10 45581 Ecorse	48.68	08/21/2015	101-265-920-000	
334232800022	Ele 7.12-8.10 48791 Denton	118.53	08/21/2015	592-536-920-000	
334232800048	Ele 7.6-8.5 39600 Tyler	115.22	08/21/2015	101-265-920-000	
334232800147	Ele 7.10-8.10 45581 Ecorse	60.99	08/21/2015	101-265-920-000	
334232800287	Ele 7.1-8.3 13085 Ventura	98.02	08/21/2015	592-536-920-000	
334232800287	Gas 7.1-8.3 13085 Ventura	31.30	08/21/2015	592-536-920-000	
334233300014	Ele 6.25-7.27 46425 Tyler	589.10	08/21/2015	592-536-920-000	
466787400087	Gas 7.12-8.10 48791 Denton	31.30	08/21/2015	592-536-920-000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	3,863.92			
Vendor: UNUM	UNUM Life Ins Co of America			Check Sequence: 7	ACH Enabled: False
594957-0012	Sept Life Ins	19.20	08/21/2015	101-101-719-000	
594957-0012	Sept S&A/Life Ins	98.71	08/21/2015	101-171-719-000	
594957-0012	Sept S&A/Life Ins	424.26	08/21/2015	101-215-719-000	
594957-0012	Sept S&A/Life Ins	257.24	08/21/2015	101-228-719-000	
594957-0012	Sept S&A/Life Ins	90.34	08/21/2015	101-247-719-000	
594957-0012	Sept S&A/Life Ins	302.40	08/21/2015	101-253-719-000	
594957-0012	Sept S&A/Life Ins	461.60	08/21/2015	101-265-719-000	
594957-0012	Sept S&A/Life Ins	3,964.38	08/21/2015	101-301-719-000	
594957-0012	Sept S&A/Life Ins	498.34	08/21/2015	101-325-719-000	
594957-0012	Sept S&A/Life Ins	130.34	08/21/2015	101-329-719-000	
594957-0012	Sept S&A/Life Ins	239.45	08/21/2015	101-336-719-000	
594957-0012	Sept S&A/Life Ins	422.57	08/21/2015	101-370-719-000	
594957-0012	Sept S&A/Life Ins	294.69	08/21/2015	101-691-719-000	
594957-0012	Sept S&A/Life Ins	76.11	08/21/2015	101-692-719-000	
594957-0012	Sept S&A/Life Ins	70.71	08/21/2015	101-715-719-000	
594957-0012	Sept Life Ins	12.00	08/21/2015	101-900-719-000	
594957-0012	Sept S&A/Life Ins	169.86	08/21/2015	247-000-719-000	
594957-0012	Sept S&A/Life Ins	61.13	08/21/2015	250-000-719-000	
594957-0012	Sept S&A/Life Ins	924.32	08/21/2015	592-536-719-000	
	Check Total:	8,517.65			
Vendor: VISA	Chase Card Services			Check Sequence: 8	ACH Enabled: False
100 Bulbs	Decorations	80.47	08/21/2015	101-692-742-000	
Am Plng Assoc	Help Wanted Ad-Interim Director Plng	200.00	08/21/2015	101-370-956-000	
Am Plng Assoc	Help Wanted Ad-Plan Reviewer	200.00	08/21/2015	101-370-956-000	
Amazon.com	Hine: Laptop Car Charger	33.54	08/21/2015	592-536-740-000	
B&H Photo	Photo Shop Elements	59.99	08/21/2015	101-692-742-000	
B&H Photo	Photo Shop Elements	59.99	08/21/2015	101-692-742-000	
Bounce It Up	Day & Tween Camp Field Trip	200.00	08/21/2015	101-691-742-001	
Boyne Highlands	Hart: 9/11 Trustees Retreat Lodging Deposit	105.39	08/21/2015	101-101-956-000	
Cables to Go	Cables	114.75	08/21/2015	101-228-817-000	
Century Novelty	Butterfly Event Items	47.52	08/21/2015	101-691-742-000	
Diamond Jacks	8/5 River Tour	273.00	08/21/2015	101-692-743-000	
Dollar Tree	Day & Tween Camp Supplies	55.00	08/21/2015	101-691-742-001	
Dunhams	Golf Scramble Prizes	27.96	08/21/2015	101-692-742-000	
Dunhams	Golf Scramble Prizes	26.97	08/21/2015	101-692-742-000	
Emagine Theatre	Tween Camp Field Trip	130.00	08/21/2015	101-691-742-001	
FBINAA MI1	Laurain: 9/8-11 FBI Conference Registration	200.00	08/21/2015	101-301-861-000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
FBINAA MI2	Ja Wright: 9/8-11 FBI Conference Registration	200.00	08/21/2015	101-301-861-000	
Grand Hotel1	Ja Wright: 9/8-10 FBI Conference Lodging	209.69	08/21/2015	101-301-861-000	
Grand Hotel2	Laurain: 9/8-10 FBI Conference Lodging	307.24	08/21/2015	101-301-861-000	
Hobby Lobby	Extravaganza Lights	14.82	08/21/2015	101-692-742-000	
Hungry Howies	Golf Scramble Pizza	69.19	08/21/2015	101-692-742-000	
Hungry Howies	Scrapbook & Sewing Pizza/Pop	43.29	08/21/2015	101-691-742-000	
Imagination Sta	Day & Tween Camp Field Trip	175.50	08/21/2015	101-691-742-001	
Meijer	Sundae Cups/Water/Pop	44.85	08/21/2015	101-692-742-000	
Meijer	Day & Tween Camp Water Day Supplies	116.70	08/21/2015	101-691-742-001	
Meijer	Golf Scramble Ice Cream & Cones	10.87	08/21/2015	101-692-742-000	
Meijer	Butterfly Program Items	24.95	08/21/2015	101-718-740-000	
Meijer	Poster Frame	14.99	08/21/2015	101-692-740-000	
Meijer	Ant Killer/Clorox Wipes	21.69	08/21/2015	101-718-740-000	
Meijer	End of Summer Camp Party Supplies	41.60	08/21/2015	101-691-742-001	
Mi Assess Assoc	Dorazio: MCAT Training	205.00	08/21/2015	101-247-861-000	
MI Twsp Assoc	Clair: 8/11 Plng & Zoning Trng	146.50	08/21/2015	101-171-861-000	
Nature Watch	Butterfly Event Items	109.93	08/21/2015	101-691-742-000	
Office Depot	Flyer Paper	74.78	08/21/2015	101-691-740-000	
PAAM	Warrant Manual Program Annual Subscription	100.00	08/21/2015	101-301-810-000	
Parade Foundati	Day & Tween Camp Field Trip	265.00	08/21/2015	101-691-742-001	
Parade Foundati	Day & Tween Camp Field Trip	25.00	08/21/2015	101-691-742-001	
Party City	Extravaganza Table Covers	59.80	08/21/2015	101-692-956-000	
PRIMERA	Rpr DVD Burner	350.00	08/21/2015	101-301-933-000	
Rom Athlet Cntr	Day & Tween Camp Field Trip	235.00	08/21/2015	101-691-742-001	
Ruby Tuesdays	Jordan & Volunteer Event Plng Lunch	30.12	08/21/2015	101-692-742-000	
Sport Way	Tween Camp Field Trip	275.00	08/21/2015	101-691-742-001	
Westland Cinema	Day & Tween Camp Field Trip	354.00	08/21/2015	101-691-742-001	
Westland Lock	Change Combo on AMSEC Safe	75.00	08/21/2015	101-301-933-000	
	Check Total:	5,415.09			
Vendor: YCUA	Ypsilanti Community Util Autho			Check Sequence: 9	ACH Enabled: False
5500400000501	6/30-7/31 YCUA Sewage	1,612.48	08/21/2015	592-537-924-000	
	Check Total:	1,612.48			
	Total for Check Run:	185,816.63			
	Total of Number of Checks:	9			

# Accounts Payable

## Computer Check Proof List by Vendor

User: CTowles  
 Printed: 08/27/2015 - 1:04PM  
 Batch: 00008.08.2015 - 8/27 PPD



**Charter Township of Van Buren**

46425 Tyler Road

Van Buren, MI 48111

Telephone 734-699-8925

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: amera2	AmeraPlan Reimbursable			Check Sequence: 1	ACH Enabled: True
2261-2288	Employee HRA	60.00	08/27/2015	101-691-719-000	
2261-2288	Employee HRA	288.61	08/27/2015	101-265-719-000	
2261-2288	Employee HRA	629.83	08/27/2015	101-301-719-000	
2261-2288	Employee HRA	19.71	08/27/2015	101-325-719-000	
2261-2288	Employee HRA	20.00	08/27/2015	101-370-719-000	
2261-2288	Employee HRA	70.00	08/27/2015	592-536-719-000	
2289-2336	Employee HRA	80.00	08/27/2015	592-536-719-000	
2289-2336	Employee HRA	60.08	08/27/2015	247-000-719-000	
2289-2336	Employee HRA	20.00	08/27/2015	101-171-719-000	
2289-2336	Employee HRA	195.46	08/27/2015	101-215-719-000	
2289-2336	Employee HRA	72.56	08/27/2015	101-253-719-000	
2289-2336	Employee HRA	107.68	08/27/2015	101-265-719-000	
2289-2336	Employee HRA	1,404.22	08/27/2015	101-301-719-000	
2289-2336	Employee HRA	424.50	08/27/2015	101-325-719-000	
2289-2336	Employee HRA	40.00	08/27/2015	101-329-719-000	
2289-2336	Employee HRA	20.00	08/27/2015	101-692-719-000	
	Check Total:	3,512.65			
Vendor: att	AT&T			Check Sequence: 2	ACH Enabled: False
7344843666	8.13-9.12 484-3666	156.29	08/27/2015	101-718-850-000	
7346971944	8.16-9.15 697-1944	146.83	08/27/2015	250-000-850-000	
7346974653	8.16-9.15 697-4653	177.23	08/27/2015	101-265-850-000	
7346995213	8.16-9.15 699-5213	29.12	08/27/2015	101-265-850-000	
7346996074	8.16-9.15 699-6074	672.63	08/27/2015	101-265-850-000	
7346996323	8.16-9.15 699-6323	90.37	08/27/2015	101-265-850-000	
	Check Total:	1,272.47			
Vendor: att2	AT&T			Check Sequence: 3	ACH Enabled: False
1717974154993	High Speed Optic Internet Line	1,529.81	08/27/2015	101-228-817-000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	1,529.81			
Vendor: comcast 204432016	COMCAST 8/26-9/25 Cable Box Fee	9.45	08/27/2015	101-336-920-000	Check Sequence: 4 ACH Enabled: False
	Check Total:	9.45			
Vendor: fithba 785100091159 785100091183	Fifth Third Bank 2 Chairs for Display Booth Concert Gift Basket	198.00 47.94	08/27/2015 08/27/2015	247-000-740-000 247-000-822-000	Check Sequence: 5 ACH Enabled: False
	Check Total:	245.94			
Vendor: homdep 2201147 4050468 7042842 7081259	Home Depot Credit Services Retd Fan Rubber Leg Tips/Fan Chair Rail/Paint Supplies Rubber Leg Tips	-33.17 59.39 358.92 45.58	08/27/2015 08/27/2015 08/27/2015 08/27/2015	101-692-742-000 101-692-742-000 101-265-740-000 101-692-742-000	Check Sequence: 6 ACH Enabled: False
	Check Total:	430.72			
Vendor: maroil 41982409 41982409 41982409 41982409 41982409 41982409	WEX BANK Fuel Fuel Fuel Fuel Fuel Fuel	203.84 104.03 115.92 78.30 175.10 2,561.38	08/27/2015 08/27/2015 08/27/2015 08/27/2015 08/27/2015 08/27/2015	592-536-751-000 101-329-860-000 101-718-860-000 101-692-860-000 101-336-860-001 101-301-860-001	Check Sequence: 7 ACH Enabled: False
	Check Total:	3,238.57			
Vendor: mmrmae D15071005	MI Municipal Risk Management Authority Elect Ele July 46425 Tyler	5,646.99	08/27/2015	101-265-920-000	Check Sequence: 8 ACH Enabled: False
	Check Total:	5,646.99			
Vendor: petcas SNR Petty Cash SNR Petty Cash SNR Petty Cash SNR Petty Cash SNR Petty Cash SNR Petty Cash	Petty Cash Airport Parking Golf Scramble Supplies Bags Golf Scramble Supplies Home Depot Washers Portofino Rest Club Driver Meal	12.00 6.36 1.00 9.00 19.90 15.90	08/27/2015 08/27/2015 08/27/2015 08/27/2015 08/27/2015 08/27/2015	101-692-742-000 101-692-742-000 101-692-742-000 101-692-742-000 101-692-742-000 101-692-742-000	Check Sequence: 9 ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
SNR Petty Cash	Doice Ital Grill Rest Club Driver Meal	20.00	08/27/2015	101-692-742-000	
SNR Petty Cash	Felt	2.00	08/27/2015	101-692-742-000	
SNR Petty Cash	Smokies Rest Club Driver Meal	15.89	08/27/2015	101-692-742-000	
SNR Petty Cash	Flowers in Garden	5.80	08/27/2015	101-692-742-000	
SNR Petty Cash	Ice	13.47	08/27/2015	101-692-742-000	
	Check Total:	121.32			
Vendor: redlev	Red Level Networks			Check Sequence: 10	ACH Enabled: False
CW29352	Block Time Agreement	3,750.00	08/27/2015	101-228-817-000	
	Check Total:	3,750.00			
Vendor: zarcomo	Arbor Commercial Mortgage LLC			Check Sequence: 11	ACH Enabled: False
Refund	Refund: Overpd Taxes	1,298.49	08/27/2015	703-000-226-000	
	Check Total:	1,298.49			
Vendor: zfiampi	First American Title Insurance Co			Check Sequence: 12	ACH Enabled: False
Refund	Refund: Overpd Taxes	1,244.20	08/27/2015	703-000-226-000	
	Check Total:	1,244.20			
	Total for Check Run:	22,300.61			
	Total of Number of Checks:	12			

# Accounts Payable

## To Be Paid Proof List

User: CTowles  
 Printed: 08/27/2015 - 11:55AM  
 Batch: 00001.09.2015 - 9/1 VL



**Charter Township of Van Buren**

46425 Tyler Road

Van Buren, MI 48111

Telephone 734-699-8925

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
abddoo 7449	Abbey Door 8/24/2015	1,547.00	0.00	09/01/2015				False	0
101-265-931-000 Building Maintenance				Install 36" Steel Door @ Museum					
7449 Total:		1,547.00							
abddoo Total:		1,547.00							
acetex ACE189976	Ace-Tex Enterprises 8/6/2015	257.00	0.00	09/01/2015				False	0
592-536-740-000 Operating Supplies				Rags					
ACE189976 Total:		257.00							
acetex Total:		257.00							
allbro 56522	Allie Brothers 7/28/2015	2,950.00	0.00	09/01/2015				False	0
101-336-741-000 Uniforms & Equipment				50 Polo Shirts					
56522 Total:		2,950.00							
56733	8/13/2015	134.97	0.00	09/01/2015				False	0
101-325-741-000 Uniforms & Equipment				Smolinski: 2 Pant/Belt					
56733 Total:		134.97							
allbro Total:		3,084.97							
alsela	All Seasons Landscaping Co.								

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
163567	8/3/2015	6.04	0.00	09/01/2015				False	0
101-336-740-000	Operating Supplies			Filler Cap					
	163567 Total:	6.04							
	alsela Total:	6.04							
amalmu	American Alliance of Museums								
Dues	8/11/2015	125.00	0.00	09/01/2015				False	0
250-000-810-000	Membership & Dues			Annual Membership Renewal					
	Dues Total:	125.00							
	amalmu Total:	125.00							
amesys	Ameritronics Systems								
1004865	8/4/2015	3,359.00	0.00	09/01/2015				False	0
101-336-933-000	Equipment Maintenance			Sta 1 Change Over Tone Equipment					
	1004865 Total:	3,359.00							
	amesys Total:	3,359.00							
anarwe	Ann Arbor Welding Supply								
485901	8/7/2015	16.00	0.00	09/01/2015				False	0
101-336-933-000	Equipment Maintenance			Oxygen Cyl Valve Repair					
	485901 Total:	16.00							
	anarwe Total:	16.00							
arrawa	Arrow Awards								
5802	8/19/2015	271.00	0.00	09/01/2015				False	0
101-691-742-000	Program Expense			Butterfly Run Medals/Ribbons					
	5802 Total:	271.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	arrawa Total:	271.00							
atcfor	Atchinson Ford Sales, Inc								
151004	8/11/2015	207.95	0.00	09/01/2015				False	0
592-536-932-000	Vehicle Maintenance			#525 Rpl Battery					
	151004 Total:	207.95							
151250	8/17/2015	205.80	0.00	09/01/2015				False	0
101-301-860-000	Vehicle Maintenance			#134 Rpr Noisy Steering					
	151250 Total:	205.80							
	atcfor Total:	413.75							
attglo	AT&T								
MI683990	8/17/2015	866.24	0.00	09/01/2015				False	0
101-265-933-000	Equipment Maintenance			8/31-9/30 Telephone System Maint					
	MI683990 Total:	866.24							
	attglo Total:	866.24							
bearin	Belleville Area Independent								
42186	7/22/2015	220.00	0.00	09/01/2015				False	0
592-536-956-000	Other			Help Wanted Ad - Water Worker 1					
	42186 Total:	220.00							
42237	8/5/2015	85.00	0.00	09/01/2015				False	0
247-000-900-000	Printing & Publishing			Demolition Bids					
	42237 Total:	85.00							
42280	8/12/2015	65.00	0.00	09/01/2015				False	0
101-000-629-000	Police Department			Police Vehicle Auction					
	42280 Total:	65.00							
42281	8/12/2015	55.00	0.00	09/01/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
101-248-900-000 Printing & Publishing				8/4 Brd Mtg Min					
	42281 Total:	55.00							
	bearin Total:	425.00							
belcit City Of Belleville	8/25/2015	16.42	0.00	09/01/2015				False	0
Utility				WS 7/12-8/10 405 Main					
250-000-920-000 Utilities									
	Utility Total:	16.42							
	belcit Total:	16.42							
belsea Bellingham, Sean	8/25/2015	29.33	0.00	09/01/2015				False	0
Travel				6/15-8/20 Mileage					
101-253-860-000 Transportation									
	Travel Total:	29.33							
	belsea Total:	29.33							
beltir Belle Tire	8/14/2015	746.00	0.00	09/01/2015				False	0
26584786				#516 4 Tires w/Install					
592-536-932-000 Vehicle Maintenance									
	26584786 Total:	746.00							
26602090	8/19/2015	693.94	0.00	09/01/2015				False	0
592-536-932-000 Vehicle Maintenance				#516 Brake Pads/Rotors					
	26602090 Total:	693.94							
	beltir Total:	1,439.94							
belvir Belinski, Virginia	8/13/2015	83.00	0.00	09/01/2015				False	0
Refund				Refund: Trip #80304					
101-000-692-000 Senior Citizens Dept.									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	Refund Total:	83.00							
	belvir Total:	83.00							
buxmaR	Buxton, Mark								
Reimburse	8/11/2015	44.56	0.00	09/01/2015				False	0
101-301-956-000	Other			Court Pking & Lunches					
	Reimburse Total:	44.56							
	buxmaR Total:	44.56							
chabus	Chapp & Bushey Oil Co.								
147688	8/11/2015	3,528.26	0.00	09/01/2015				False	0
101-301-860-001	Fuel			Fuel					
147688	8/11/2015	132.84	0.00	09/01/2015				False	0
101-336-860-001	Fuel			Fuel					
147688	8/11/2015	712.03	0.00	09/01/2015				False	0
592-536-751-000	Gas & Diesel Fuel			Fuel					
147688	8/11/2015	127.53	0.00	09/01/2015				False	0
101-265-860-000	Transportation			Fuel					
147688	8/11/2015	456.97	0.00	09/01/2015				False	0
101-692-860-000	Transportation			Fuel					
147688	8/11/2015	132.84	0.00	09/01/2015				False	0
101-370-860-000	Transportation			Fuel					
147688	8/11/2015	223.17	0.00	09/01/2015				False	0
101-718-860-000	Transportation			Fuel					
	147688 Total:	5,313.64							
	chabus Total:	5,313.64							
citpri	City Printing Company								
65053	8/10/2015	235.00	0.00	09/01/2015				False	0
101-248-727-000	Office Supplies			2500 Township Letterhead					
	65053 Total:	235.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
		235.00							
	citpri Total:	235.00							
comass	Communication Associates, Inc.								
57771	7/30/2015	360.00	0.00	09/01/2015				False	0
247-000-900-000	Printing & Publishing				500 Walking Map Brochures				
	57771 Total:	360.00							
57778	7/31/2015	30.00	0.00	09/01/2015				False	0
247-000-822-000	Public Relations				VBT DDA Domain Name Renewal				
	57778 Total:	30.00							
	comass Total:	390.00							
conwel	Contract Welding								
161815	8/11/2015	550.00	0.00	09/01/2015				False	0
592-536-819-000	Contracted Services				Sandblast 10 Hydrants				
	161815 Total:	550.00							
	conwel Total:	550.00							
COUPTE	Cover-Up Tent Rental								
09.19	9/19/2015	210.00	0.00	09/01/2015				False	0
247-000-822-000	Public Relations				Public Safety Day Tent Rental				
	09.19 Total:	210.00							
	COUPTE Total:	210.00							
crprso	Creative Product Source								
CPI052700	8/10/2015	234.83	0.00	09/01/2015				False	0
101-336-750-000	Fire Prevention				250 Mardi Gras Pens				
	CPI052700 Total:	234.83							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
cprso Total:		234.83							
daljan 091915 247-000-822-000	Dale, Jan 9/19/2015	350.00	0.00	09/01/2015	Public Safety Day Face Painter			False	0
091915 Total:		350.00							
daljan Total:		350.00							
deedst 7706-5 101-450-926-000	DTE Energy Company 8/25/2015	17,124.83	0.00	09/01/2015	July Street Lighting			False	0
7706-5 247-000-920-000	8/25/2015	4,346.61	0.00	09/01/2015	July Streetscape Lighting			False	0
7706-5 Total:		21,471.44							
deedst Total:		21,471.44							
dosasy 36697 101-336-933-000	Douglas Safety Systems 8/6/2015	4,069.40	0.00	09/01/2015	Annual Inspection of Airpacks			False	0
36697 Total:		4,069.40							
dosasy Total:		4,069.40							
ejusa 3872902 592-536-740-000	EJ USA, Inc. 8/20/2015	3,898.56	0.00	09/01/2015	8 Gate Valves			False	0
3872902 Total:		3,898.56							
ejusa Total:		3,898.56							
elsesy SI-043367	Electronic Security Systems 8/14/2015	322.00	0.00	09/01/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number					Description	Reference			
101-265-931-000 Building Maintenance					Repair Main Entrance Door Lock				
	SI-043367 Total:	322.00							
	elsesy Total:	322.00							
ETC	ETC								
48716	6/29/2015	475.00	0.00	09/01/2015				False	0
279-822-819-203 Rehab #203-10864 Quirk					Lead Inspection & Risk Assessment				
	48716 Total:	475.00							
48717	6/29/2015	475.00	0.00	09/01/2015				False	0
279-822-819-204 Rehab #204-6144 Western					Lead Inspection & Risk Assessment				
	48717 Total:	475.00							
	ETC Total:	950.00							
etsuco	Etna Supply Company								
S101530464.001	8/14/2015	1,550.00	0.00	09/01/2015				False	0
592-536-740-000 Operating Supplies					1 3" Hydrant Meter				
	S101530464.001 Total:	1,550.00							
	etsuco Total:	1,550.00							
exaure	Expert Auto Repair Inc								
14247	8/3/2015	944.40	0.00	09/01/2015				False	0
101-301-860-000 Vehicle Maintenance					#141 Body Repairs-Left Rear Side				
	14247 Total:	944.40							
	exaure Total:	944.40							
FBINAA	FBINAA Michigan Chapter								
Registration	8/11/2015	995.00	0.00	09/01/2015				False	0
101-301-861-000 Training Expense					Keele: 9/20-25 MPEDS Seminar & Lodging				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	Registration Total:	995.00							
	FBINAA Total:	995.00							
fedex	Fed Ex								
513500106	8/21/2015	25.90	0.00	09/01/2015				False	0
101-370-956-000	Other			Deliver to WC Edge					
	513500106 Total:	25.90							
	fedex Total:	25.90							
fiejud	Fields, Judy								
Advance	8/12/2015	200.00	0.00	09/01/2015				False	0
101-370-860-000	Transportation			COCM Conference Travel Advance					
	Advance Total:	200.00							
	fiejud Total:	200.00							
fisema	Fire Service Management								
11877	8/4/2015	2,299.80	0.00	09/01/2015				False	0
101-336-933-000	Equipment Maintenance			Turn Out Gear Cleaned/Altered/Repaired					
	11877 Total:	2,299.80							
	fisema Total:	2,299.80							
forpro	Foremost Promotions								
308091	8/7/2015	183.95	0.00	09/01/2015				False	0
101-336-750-000	Fire Prevention			250 Jr FF Badges					
	308091 Total:	183.95							
	forpro Total:	183.95							
frapco	Frischman Appraisal & Consulting								

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
Assessor	8/21/2015	3,333.00	0.00	09/01/2015				False	0
101-247-819-000 Contracted Services				Assessing Independent Contractor					
	Assessor Total:	3,333.00							
	frapco Total:	3,333.00							
gamogr	Gasiorek, Morgan, Greco & McCauley, PC								
4540	8/6/2015	1,157.20	0.00	09/01/2015				False	0
247-000-803-000 Legal Fees				July DDA Legal Svs					
	4540 Total:	1,157.20							
4544	8/6/2015	72.45	0.00	09/01/2015				False	0
101-210-801-000 Attorney Fees				July Legal Svs					
4544	8/6/2015	29.59	0.00	09/01/2015				False	0
592-536-801-002 Attorney				July Legal Svs					
	4544 Total:	102.04							
4545	8/6/2015	118.55	0.00	09/01/2015				False	0
592-536-801-002 Attorney				July Legal Svs					
4545	8/6/2015	290.25	0.00	09/01/2015				False	0
101-210-801-000 Attorney Fees				July Legal Svs					
	4545 Total:	408.80							
4546	8/6/2015	3,676.92	0.00	09/01/2015				False	0
101-210-801-000 Attorney Fees				July Legal Svs					
4546	8/6/2015	1,501.84	0.00	09/01/2015				False	0
592-536-801-002 Attorney				July Legal Svs					
	4546 Total:	5,178.76							
4547	8/6/2015	1,305.93	0.00	09/01/2015				False	0
592-536-801-002 Attorney				July Legal Svs					
4547	8/6/2015	3,197.28	0.00	09/01/2015				False	0
101-210-801-000 Attorney Fees				July Legal Svs					
	4547 Total:	4,503.21							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
4548	8/6/2015	6,227.28	0.00	09/01/2015				False	0
101-210-801-000 Attorney Fees				July Legal Svs					
4548	8/6/2015	2,543.54	0.00	09/01/2015				False	0
592-536-801-002 Attorney				July Legal Svs					
4548 Total:		8,770.82							
4550	8/6/2015	155.06	0.00	09/01/2015				False	0
101-210-801-000 Attorney Fees				July Legal Svs					
4550	8/6/2015	63.34	0.00	09/01/2015				False	0
592-536-801-002 Attorney				July Legal Svs					
4550 Total:		218.40							
4849	8/6/2015	1,635.61	0.00	09/01/2015				False	0
592-536-801-002 Attorney				July Legal Svs					
4849	8/6/2015	4,004.43	0.00	09/01/2015				False	0
101-210-801-000 Attorney Fees				July Legal Svs					
4849 Total:		5,640.04							
gamogr Total:		25,979.27							
genpow	Gen Power Products								
84071	8/17/2015	285.50	0.00	09/01/2015				False	0
592-537-930-000 Maintenance - Lift Station				Haggerty LS Alarm-Low Oil Pressure					
84071 Total:		285.50							
genpow Total:		285.50							
gmssea	GMS Sealcoating & Striping								
1371	8/1/2015	2,500.00	0.00	09/01/2015				False	0
101-301-744-000 Gun Range				Sealcoat & Fill Cracks @ Gun Range					
1371 Total:		2,500.00							
gmssea Total:		2,500.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
gobuso	Governor Business Solutions								
1045346	8/13/2015	220.00	0.00	09/01/2015				False	0
101-228-939-000	Computer Maintenance			Install Plotter Print Head					
	1045346 Total:	220.00							
17307	8/12/2015	53.74	0.00	09/01/2015				False	0
101-228-939-000	Computer Maintenance			Plotter Print Head					
	17307 Total:	53.74							
	gobuso Total:	273.74							
goprma	Gonczy's Property Maintenance								
3282	7/31/2015	770.00	0.00	09/01/2015				False	0
247-000-979-001	Streetscape Maintenance			Mow Streetscape Grass					
	3282 Total:	770.00							
3284	8/24/2015	4,000.00	0.00	09/01/2015				False	0
101-276-932-000	Cemetery Maintenance			Trim, Remove Trees, Grind Stumps in Tyler Cemetery					
3284	8/24/2015	1,000.00	0.00	09/01/2015				False	0
101-265-819-000	Contracted Services			Remove Tree, Grind Stump in PD Pking Lot					
	3284 Total:	5,000.00							
3285	8/24/2015	2,100.00	0.00	09/01/2015				False	0
101-265-819-000	Contracted Services			Trim Bushes & Mulch Fire Sta #1 & #2					
	3285 Total:	2,100.00							
	goprma Total:	7,870.00							
gracle	Graybar Electric Co								
980244658	8/3/2015	90.00	0.00	09/01/2015				False	0
101-336-740-000	Operating Supplies			Sta 2 Bay Lights					
	980244658 Total:	90.00							
980267656	8/4/2015	90.00	0.00	09/01/2015				False	0
101-336-740-000	Operating Supplies			Lighting					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	980267656 Total:	90.00							
	graele Total:	180.00							
graing	Grainger								
9802182817	7/28/2015	557.40	0.00	09/01/2015				False	0
101-301-860-000	Vehicle Maintenance			15 Lock Boxes					
	9802182817 Total:	557.40							
9817774772	8/14/2015	180.95	0.00	09/01/2015				False	0
592-536-740-000	Operating Supplies			Vest, Vehicle Straps					
	9817774772 Total:	180.95							
9818846231	8/17/2015	98.65	0.00	09/01/2015				False	0
592-536-740-000	Operating Supplies			Electric Boot Dryer					
	9818846231 Total:	98.65							
	graing Total:	837.00							
guaulu	Gulf Auto Lube								
24933	8/17/2015	90.98	0.00	09/01/2015				False	0
101-301-860-000	Vehicle Maintenance			#100 Oil Chng/Wiper Blades					
	24933 Total:	90.98							
	guaulu Total:	90.98							
harphi	Hart, Phillip								
Travel	8/19/2015	110.40	0.00	09/01/2015				False	0
101-101-860-000	Transportation			8/11 MTA Plng & Zoning Class Mileage					
	Travel Total:	110.40							
	harphi Total:	110.40							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
hisomi	Historical Society Of Michigan								
Dues	8/11/2015	50.00	0.00	09/01/2015				False	0
250-000-810-000	Membership & Dues			Museum Membership Dues					
	Dues Total:	50.00							
	hisomi Total:	50.00							
holred	Red Holman Pontiac GMC								
577722	8/11/2015	163.23	0.00	09/01/2015				False	0
101-265-860-000	Transportation			#711 Oil Chng/Diag Electrical					
	577722 Total:	163.23							
	holred Total:	163.23							
identi	IdentiSys								
265185	8/17/2015	390.00	0.00	09/01/2015				False	0
101-248-933-000	Equipment Maintenance			Repair Photo Badge Printer					
	265185 Total:	390.00							
	identi Total:	390.00							
iresus	Ireland, Susan								
Travel	8/10/2015	49.98	0.00	09/01/2015				False	0
247-000-860-000	Transportation			6/19-7/29 Mileage					
	Travel Total:	49.98							
	iresus Total:	49.98							
itron	Itron								
383220	8/12/2015	1,964.83	0.00	09/01/2015				False	0
592-536-819-000	Contracted Services			Sept Meter Reading System Maint					
	383220 Total:	1,964.83							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
itron Total:		1,964.83							
j&ttow 420986	J & T Towing 6/25/2015	45.00	0.00	09/01/2015				False	0
101-301-860-000 Vehicle Maintenance				#143 Tow to Express					
420986 Total:		45.00							
420987	6/22/2015	45.00	0.00	09/01/2015				False	0
101-301-860-000 Vehicle Maintenance				#143 Tow to Atchinson					
420987 Total:		45.00							
420990	6/24/2015	45.00	0.00	09/01/2015				False	0
101-301-860-000 Vehicle Maintenance				#89 Tow to Express					
420990 Total:		45.00							
421023	7/7/2015	45.00	0.00	09/01/2015				False	0
101-301-860-000 Vehicle Maintenance				#141 Change Tire					
421023 Total:		45.00							
421024	7/9/2015	45.00	0.00	09/01/2015				False	0
101-301-860-000 Vehicle Maintenance				#142 Change Tire					
421024 Total:		45.00							
421495	8/3/2015	45.00	0.00	09/01/2015				False	0
101-301-860-000 Vehicle Maintenance				#132 Change Tire					
421495 Total:		45.00							
425209	7/23/2015	45.00	0.00	09/01/2015				False	0
101-301-860-000 Vehicle Maintenance				#144 Change Tire					
425209 Total:		45.00							
j&ttow Total:		315.00							
jahjef	Jahr, Jeffrey								

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
Reimburse	8/21/2015	101.00	0.00	09/01/2015				False	0
101-101-956-000 Other				8/13 MTA Png & Zoning Class Registration					
	Reimburse Total:	101.00							
	jahjef Total:	101.00							
jorlyn	Jordan, Lynette								
Reimburse	8/17/2015	406.00	0.00	09/01/2015				False	0
101-692-861-000 Training				Principles of Economics Course					
	Reimburse Total:	406.00							
Travel	8/17/2015	111.92	0.00	09/01/2015				False	0
101-692-860-000 Transportation				4/2-8/14 Mileage					
	Travel Total:	111.92							
	jorlyn Total:	517.92							
jorosc	Johnson, Rosati, Schultz & Joppich, PC								
1066325	8/14/2015	404.70	0.00	09/01/2015				False	0
101-210-801-000 Attorney Fees				July Legal Svs					
1066325	8/14/2015	165.30	0.00	09/01/2015				False	0
592-536-801-002 Attorney				July Legal Svs					
	1066325 Total:	570.00							
	jorosc Total:	570.00							
kinros	King, Rose								
Detailing1	8/24/2015	340.00	0.00	09/01/2015				False	0
101-692-860-000 Transportation				Detailing 3 Cars & 1 Bus					
	Detailing1 Total:	340.00							
Detailing2	8/25/2015	200.00	0.00	09/01/2015				False	0
101-692-860-000 Transportation				Detailing 5 Cars					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	Detailing2 Total:	200.00							
	kinros Total:	540.00							
liftec	Lifeloc Technologies								
201827	8/7/2015	100.00	0.00	09/01/2015				False	0
101-301-933-000	Equipment Maintenance			Repair PBT					
	201827 Total:	100.00							
	liftec Total:	100.00							
lohusu	Lower Huron Supply								
388551-1	8/21/2015	229.41	0.00	09/01/2015				False	0
101-265-740-000	Operating Supplies			Spin Mop/Valcro Mop					
	388551-1 Total:	229.41							
388686	5/22/2015	470.05	0.00	09/01/2015				False	0
101-718-740-000	Operating Supplies			Liners/Urinal Blocks/Bowl Clnr/Gloves					
	388686 Total:	470.05							
389408	6/15/2015	72.56	0.00	09/01/2015				False	0
101-265-740-000	Operating Supplies			Drum Pump					
	389408 Total:	72.56							
389787	7/1/2015	2,069.00	0.00	09/01/2015				False	0
101-265-970-000	Capital Outlay			Advolution 20B Burnisher					
	389787 Total:	2,069.00							
391147	8/7/2015	455.13	0.00	09/01/2015				False	0
101-718-740-000	Operating Supplies			TP/Liners/Gloves/Wypall/Bottles					
	391147 Total:	455.13							
391174	8/7/2015	31.98	0.00	09/01/2015				False	0
101-265-740-000	Operating Supplies			Dust Mop Frames/Handle					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	391174 Total:	31.98							
391210	8/12/2015	242.85	0.00	09/01/2015				False	0
101-265-740-000	Operating Supplies			KC Keys/M Towels/Fantastic					
	391210 Total:	242.85							
391210-1	8/21/2015	62.94	0.00	09/01/2015				False	0
101-265-740-000	Operating Supplies			Fantastic					
	391210-1 Total:	62.94							
391451	8/17/2015	48.94	0.00	09/01/2015				False	0
101-265-740-000	Operating Supplies			Dust Mop Frames/Handles					
	391451 Total:	48.94							
	lohusu Total:	3,682.86							
lppoli	LP Police								
715LP16352	7/31/2015	104.95	0.00	09/01/2015				False	0
101-301-819-000	Contracted Services			July Background Program Use					
	715LP16352 Total:	104.95							
	lppoli Total:	104.95							
luemar	Luedtke, Mark								
08.07	8/7/2015	150.00	0.00	09/01/2015				False	0
279-691-740-000	Youth Services			8/7 Takin it to the Streets Balloon Twisting					
	08.07 Total:	150.00							
	luemar Total:	150.00							
macp	MI Assoc Of Chiefs Of Police								
200000093	8/11/2015	50.00	0.00	09/01/2015				False	0
101-301-956-000	Other			Help Wanted Ad-Police Officer					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	200000093 Total:	50.00							
	macp Total:	50.00							
majgra 13767 592-536-932-000	Majik Graphics 8/12/2015	68.00	0.00	09/01/2015	Vehicle Maintenance #525 Twp Logos			False	0
	13767 Total:	68.00							
	majgra Total:	68.00							
mckass 21247 247-000-977-003	McKenna Associates 8/4/2015	2,276.40	0.00	09/01/2015	Landscape Design Services July Ecorse/Belvil Rd Landscaping			False	0
	21247 Total:	2,276.40							
21465 247-000-821-000	8/10/2015	2,805.00	0.00	09/01/2015	Consultant July Walkability Audit			False	0
	21465 Total:	2,805.00							
21511 101-370-819-000	8/14/2015	10,456.38	0.00	09/01/2015	Contracted Services July Interim Plng-Ecoc Develop Dept			False	0
	21511 Total:	10,456.38							
98020D 247-000-821-000	8/10/2015	921.85	0.00	09/01/2015	Consultant July DDA Plng Svs			False	0
	98020D Total:	921.85							
	mckass Total:	16,459.63							
MERS Registration1 101-101-956-000	MERS 8/12/2015	175.00	0.00	09/01/2015	Other Laurain: Oct 8-9 Conference Registration			False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
		Registration1 Total:							
		175.00							
Registration2	8/12/2015	175.00	0.00	09/01/2015				False	0
101-101-956-000 Other				J.Wright: Oct 8-9 Conference Registration					
		Registration2 Total:							
		175.00							
Registration3	1/12/2015	175.00	0.00	09/01/2015				False	0
101-101-956-000 Other				L.Wright: Oct 8-9 Conference Registration					
		Registration3 Total:							
		175.00							
		MERS Total:							
		525.00							
miasas					Michigan Assessors Association				
Registration	8/12/2015	150.00	0.00	09/01/2015				False	0
101-247-861-000 Training				Stevenson: 10/5-9 APEX Class					
		Registration Total:							
		150.00							
		miasas Total:							
		150.00							
milaen					Michigan Law Enforcement Training Assoc LLC				
Registration1	8/7/2015	200.00	0.00	09/01/2015				False	0
101-301-861-000 Training Expense				Laurain: 10/6 Discipline-Discharge Class					
		Registration1 Total:							
		200.00							
Registration2	8/7/2015	200.00	0.00	09/01/2015				False	0
101-301-861-000 Training Expense				J.Wright: 10/6 Discipline-Discharge Class					
		Registration2 Total:							
		200.00							
		milaen Total:							
		400.00							
mimule					Michigan Municipal League				
12166	8/11/2015	117.60	0.00	09/01/2015				False	0
592-536-956-000 Other				Help Wanted Ad-DPW Superintendent					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	12166 Total:	117.60							
12167	8/11/2015	140.60	0.00	09/01/2015				False	0
101-370-956-000 Other				Help Wanted Ad-Director of Plng Econ Develop					
	12167 Total:	140.60							
12168	8/11/2015	182.80	0.00	09/01/2015				False	0
101-370-956-000 Other				Help Wanted Ad-Plan Reviewer Bldg Inspector					
	12168 Total:	182.80							
12205	8/11/2015	114.20	0.00	09/01/2015				False	0
592-536-956-000 Other				Help Wanted Ad-Water Worker I					
	12205 Total:	114.20							
	mimule Total:	555.20							
miruwa	MI Rural Water Assoc								
Registration1	8/25/2015	145.00	0.00	09/01/2015				False	0
592-536-861-000 Training				Cochenour: 9/24 Basic Math Class					
	Registration1 Total:	145.00							
Registration2	8/25/2015	145.00	0.00	09/01/2015				False	0
592-536-861-000 Training				McLeod: 9/24 Basic Math Class					
	Registration2 Total:	145.00							
	miruwa Total:	290.00							
mistpo	State of Michigan								
551-449565	8/3/2015	30.00	0.00	09/01/2015				False	0
101-301-956-000 Other				Sex Offender Registration Fee					
	551-449565 Total:	30.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	mistpo Total:	30.00							
mta	Michigan Township Association								
220020	6/9/2015	70.00	0.00	09/01/2015				False	0
101-370-956-000	Other			Help Wanted Ad-Ping & Econ Dev Director					
	220020 Total:	70.00							
	mta Total:	70.00							
nederm	Nederman, Inc.								
CD80805	7/31/2015	1,552.00	0.00	09/01/2015				False	0
101-336-933-000	Equipment Maintenance			Repair Vehicle Exhaust System Sta 2					
	CD80805 Total:	1,552.00							
	nederm Total:	1,552.00							
offtea	Office Team								
43677279	8/11/2015	472.32	0.00	09/01/2015				False	0
101-370-705-000	Office Wages			W/E 8/7 24 Hrs					
	43677279 Total:	472.32							
43728525	8/18/2015	757.68	0.00	09/01/2015				False	0
101-370-705-000	Office Wages			W/E 8/14 38.5 Hours					
	43728525 Total:	757.68							
	offtea Total:	1,230.00							
palspo	Palos Sports, Inc								
208905	8/13/2015	69.70	0.00	09/01/2015				False	0
101-691-742-000	Program Expense			Dance Floor Markers					
	208905 Total:	69.70							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
		69.70							
	palspo Total:								
pewabi	Pewabic								
Dues	8/16/2015	75.00	0.00	09/01/2015				False	0
250-000-810-000	Membership & Dues				Museum Membership Dues				
	Dues Total:	75.00							
	pewabi Total:	75.00							
piolan	Pioneer Landscaping								
581	7/20/2015	875.00	0.00	09/01/2015				False	0
247-000-979-001	Streetscape Maintenance				Weed Bridge & Triangle				
	581 Total:	875.00							
	piolan Total:	875.00							
pitbow	Pitney Bowes								
7018948-AU15	8/13/2015	1,043.13	0.00	09/01/2015				False	0
101-248-940-000	Equipment Rental				5/30-8/30 Postage Machine Rental				
	7018948-AU15 Total:	1,043.13							
	pitbow Total:	1,043.13							
pkcont	PK Contracting								
151995-16REV	8/17/2015	398.00	0.00	09/01/2015				False	0
101-265-931-000	Building Maintenance				Paint In & Out Arrows Pking Lot Main Entrance				
	151995-16REV Total:	398.00							
	pkcont Total:	398.00							
plamor	Plante & Moran, PLLC								
1268466	8/10/2015	4,000.00	0.00	09/01/2015				False	0
251-000-801-000	Auditing/Accounting				L DFA Bond Consent Letter				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	1268466 Total:	4,000.00							
	plamor Total:	4,000.00							
pronem	Priority One Emergency								
70011111	8/5/2015	285.00	0.00	09/01/2015				False	0
101-336-741-000	Uniforms & Equipment				Martin: Coat				
70011111	8/5/2015	285.00	0.00	09/01/2015				False	0
101-336-741-000	Uniforms & Equipment				Pierce: Coat				
70011111	8/5/2015	285.00	0.00	09/01/2015				False	0
101-336-741-000	Uniforms & Equipment				R.McCormick: Coat				
	70011111 Total:	855.00							
70011356	8/17/2015	219.00	0.00	09/01/2015				False	0
101-301-860-000	Vehicle Maintenance				#145 Whelen LED Spot/Warning Red				
	70011356 Total:	219.00							
	pronem Total:	1,074.00							
quill	Quill Corporation								
6333220	7/29/2015	47.10	0.00	09/01/2015				False	0
101-301-727-000	Office Supplies				Pens				
	6333220 Total:	47.10							
6345286	7/29/2015	386.72	0.00	09/01/2015				False	0
101-301-727-000	Office Supplies				HP Toner/Printer Ink				
	6345286 Total:	386.72							
6408707	7/31/2015	254.99	0.00	09/01/2015				False	0
101-301-727-000	Office Supplies				Xerox Toner				
	6408707 Total:	254.99							
6510138	8/4/2015	63.88	0.00	09/01/2015				False	0
101-248-727-000	Office Supplies				Cover Stock/Pens/Message Bks				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	6510138 Total:	63.88							
6510537	8/4/2015	185.85	0.00	09/01/2015				False	0
592-536-740-000	Operating Supplies			Clipboards/46x60 Chair Mats					
	6510537 Total:	185.85							
6527614	8/5/2015	50.98	0.00	09/01/2015				False	0
592-536-740-000	Operating Supplies			2 Table Fans					
	6527614 Total:	50.98							
6571311	8/6/2015	23.59	0.00	09/01/2015				False	0
101-248-727-000	Office Supplies			Labels/Pens					
	6571311 Total:	23.59							
6571460	8/6/2015	249.99	0.00	09/01/2015				False	0
592-536-740-000	Operating Supplies			High Back Leather Chair					
	6571460 Total:	249.99							
6657134	8/10/2015	249.99	0.00	09/01/2015				False	0
592-536-740-000	Operating Supplies			High Back Leather Chair					
	6657134 Total:	249.99							
	quill Total:	1,513.09							
ricoh	Ricoh USA, Inc.								
5037103796	7/27/2015	447.78	0.00	09/01/2015				False	0
101-691-933-000	Equipment Maintenance			7/30-10/29 Copier Base Maint Chg-Rec					
	5037103796 Total:	447.78							
5037372199	8/11/2015	65.39	0.00	09/01/2015				False	0
592-536-937-000	Office Equipment Maint			5/11-8/10 Copier Maint WS Garage					
	5037372199 Total:	65.39							
5037372356	8/11/2015	66.38	0.00	09/01/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
592-536-937-000 Office Equipment Maint 5037372356	8/11/2015	66.37	0.00	5/11-8/10 50% Copier Maint-B&W 09/01/2015				False	0
101-370-740-000 Operating Supplies 5037372356	8/11/2015	488.92	0.00	5/11-8/10 50% Copier Maint-B&W 09/01/2015				False	0
592-536-937-000 Office Equipment Maint 5037372356	8/11/2015	488.92	0.00	5/11-8/10 50% Copier Maint-COLOR 09/01/2015				False	0
101-370-740-000 Operating Supplies				5/11-8/10 50% Copier Maint-COLOR					
	5037372356 Total:	1,110.59							
	ricoh Total:	1,623.76							
riplhe Richard's Plumbing & Heating 13489	8/12/2015	1,520.00	0.00	09/01/2015				False	0
101-265-931-000 Building Maintenance				Rpr Toilets & Rpl Seats					
	13489 Total:	1,520.00							
	riplhe Total:	1,520.00							
rosgro The Rossow Group, LLC 051915-2	4/21/2015	315.00	0.00	09/01/2015				False	0
101-301-861-000 Training Expense				C.Valinski: 5/19-20 Officer Trng					
	051915-2 Total:	315.00							
	rosgro Total:	315.00							
s&lele S&L Electrical Services LLC 477	8/10/2015	340.00	0.00	09/01/2015				False	0
101-265-931-000 Building Maintenance				Baseball Field Wiring Repairs					
	477 Total:	340.00							
478	8/10/2015	345.00	0.00	09/01/2015				False	0
101-265-931-000 Building Maintenance				Electrical Svs - ITAC					
	478 Total:	345.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
		685.00							
	s&lele Total:	685.00							
schcol 481	Schoolcraft College								
101-336-861-000	Training Expense	8/6/2015	325.00	0.00	09/01/2015			False	0
					McInally: 7/13-16 NFPA Inspector II Class				
	481 Total:	325.00							
	schcol Total:	325.00							
shidel 09.19	Shippe, Delores								
247-000-822-000	Public Relations	9/19/2015	360.00	0.00	09/01/2015			False	0
					Public Safety Day Clown				
	09.19 Total:	360.00							
	shidel Total:	360.00							
shvua 2966	South Huron Valley Utility Ath								
592-537-924-000	Sewage Treatment	8/14/2015	84,608.00	0.00	09/01/2015			False	0
					Sept SHV Sewage				
	2966 Total:	84,608.00							
2973		8/14/2015	420,710.40	0.00	09/01/2015			False	0
	592-000-300-007 1998 SHV Expansion Bonds					SHV System Plant Expansion Bond Prin			
2973		8/14/2015	30,048.36	0.00	09/01/2015			False	0
	592-537-995-000 Interest Expense					SHV System Plant Expansion Bond Int			
2973		8/14/2015	5,313.45	0.00	09/01/2015			False	0
	592-537-995-000 Interest Expense					SHV SRF Bond Int			
	2973 Total:	456,072.21							
	shvua Total:	540,680.21							
stsetr 081516	Statewide Security Transport								
101-301-819-000	Contracted Services	8/13/2015	1,240.00	0.00	09/01/2015			False	0
						July Prisoner Housing			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	081516 Total:	1,240.00							
	stsetr Total:	1,240.00							
sumtow	Sumpter Township								
014	8/1/2015	610.42	0.00	09/01/2015				False	0
	101-336-861-000 Training Expense				Crain: Medical First Responder Trng				
014	8/1/2015	610.42	0.00	09/01/2015				False	0
	101-336-861-000 Training Expense				Hungerford: Medical First Responder Trng				
	014 Total:	1,220.84							
	sumtow Total:	1,220.84							
teldtn	Telvent DTN, Inc.								
4668820	8/7/2015	189.00	0.00	09/01/2015				False	0
	101-325-819-000 Contracted Services				July Weather Program				
4668820	8/7/2015	189.00	0.00	09/01/2015				False	0
	101-325-819-000 Contracted Services				August Weather Program				
4668820	8/7/2015	189.00	0.00	09/01/2015				False	0
	101-325-819-000 Contracted Services				Sept Weather Program				
	4668820 Total:	567.00							
	teldtn Total:	567.00							
telnet	TelNet Worldwide, Inc.								
150815	8/15/2015	932.99	0.00	09/01/2015				False	0
	101-265-850-000 Telephone				7.16-8.15 Phone Circuits & LD Calls				
	150815 Total:	932.99							
	telnet Total:	932.99							
thoreu	Thomson Reuters - West								
832303956	8/1/2015	386.41	0.00	09/01/2015				False	0
	101-301-819-000 Contracted Services				July Background Program Use				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	832303956 Total:	386.41							
	thoreu Total:	386.41							
uissca	UIS SCADA								
530346237	8/7/2015	5,650.00	0.00	09/01/2015				False	0
	592-536-819-000 Contracted Services				Mission Pt Obsolete Computer Upgrade				
	530346237 Total:	5,650.00							
530346315	8/11/2015	640.00	0.00	09/01/2015				False	0
	592-537-930-000 Maintenance - Lift Station				Water Tower Programming				
	530346315 Total:	640.00							
	uissca Total:	6,290.00							
unifir	UniFirst Corp								
779802	8/26/2015	157.07	0.00	09/01/2015				False	0
	101-265-740-000 Operating Supplies				Aug Uniform Svs				
779802	8/26/2015	135.01	0.00	09/01/2015				False	0
	101-265-740-000 Operating Supplies				Aug Rug Svs				
779802	8/26/2015	132.70	0.00	09/01/2015				False	0
	592-536-741-000 Uniforms				Aug Uniform Svs				
	779802 Total:	424.78							
	unifir Total:	424.78							
usabb	USA Blue Book								
719514	8/10/2015	210.75	0.00	09/01/2015				False	0
	592-536-740-000 Operating Supplies				Nitrile & Cotton Gloves/Manhole Cvr Lifter				
	719514 Total:	210.75							
724986	8/14/2015	218.32	0.00	09/01/2015				False	0
	592-536-740-000 Operating Supplies				4 Pipe Wrenches				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	724986 Total:	218.32							
726068	8/17/2015	77.90	0.00	09/01/2015				False	0
592-536-740-000	Operating Supplies			Scrapers/Tape Reel					
	726068 Total:	77.90							
	usabb Total:	506.97							
usbank	US Bank								
4034202	7/24/2015	500.00	0.00	09/01/2015				False	0
247-000-996-000	Bank Chgs/Bond Handling Fees			DDA Bond Handling Fee					
	4034202 Total:	500.00							
	usbank Total:	500.00							
vanass	VanAssche Construction LLC								
1603	7/13/2015	750.00	0.00	09/01/2015				False	0
101-329-819-000	Contracted Services			Clean Debris-16780 Martinsville					
	1603 Total:	750.00							
1611	8/13/2015	1,450.00	0.00	09/01/2015				False	0
101-329-819-000	Contracted Services			Clean Debris-14172 Cobblestone					
	1611 Total:	1,450.00							
	vanass Total:	2,200.00							
verwir	Verizon Wireless								
9750389876	8/10/2015	123.45	0.00	09/01/2015				False	0
101-336-850-000	Telephone			7/11-8/10 Cell Phone Svs					
9750389876	8/10/2015	826.90	0.00	09/01/2015				False	0
101-301-850-000	Pagers & Cellular Phones			7/11-8/10 Cell Phone Svs					
	9750389876 Total:	950.35							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	verwir Total:	950.35							
waurca	Washtenaw Urgent Care								
6094	8/7/2015	25.00	0.00	09/01/2015				False	0
101-692-956-000	Other			McBride: Drug Screen					
6094	8/7/2015	55.00	0.00	09/01/2015				False	0
101-301-956-000	Other			Tront: Hep B					
6094	8/7/2015	72.00	0.00	09/01/2015				False	0
101-692-956-000	Other			Schnettler: Phys/Drug Screen					
6094	8/7/2015	30.00	0.00	09/01/2015				False	0
101-336-956-000	Other			Skotak: Drug Screen					
6094	8/7/2015	217.00	0.00	09/01/2015				False	0
101-336-956-000	Other			K.Gazdag: Phys/Drug Screen					
6094	8/7/2015	72.00	0.00	09/01/2015				False	0
101-325-956-000	Other			Smolinski: Phys/Drug Screen					
6094	8/7/2015	72.00	0.00	09/01/2015				False	0
101-370-956-000	Other			Akers: Phys/Drug Screen					
	6094 Total:	543.00							
	waurca Total:	543.00							
wcar	Wayne County								
280726	8/6/2015	4,725.00	0.00	09/01/2015				False	0
101-301-819-000	Contracted Services			May Prisoner Housing					
	280726 Total:	4,725.00							
	wcar Total:	4,725.00							
wcdps	Wayne County Department of Public Services								
280678	8/1/2015	63,312.83	0.00	09/01/2015				False	0
592-537-924-000	Sewage Treatment			July RV Fixed Chgs					
	280678 Total:	63,312.83							
	wcdps Total:	63,312.83							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
wilbro 229557 592-536-819-000 Contracted Services	Wilcox Brothers 8/10/2015	126.50	0.00	09/01/2015	Rpr Damaged Pipe-43357 Daniel			False	0
	229557 Total:	126.50							
229558 101-265-933-000 Equipment Maintenance	8/10/2015	305.00	0.00	09/01/2015	Sprinkler Repairs: Snr Garden/Sta 1			False	0
	229558 Total:	305.00							
	wilbro Total:	431.50							
wolren 67113 101-336-741-000 Uniforms & Equipment	Wolverine Rental 8/13/2015	1,390.00	0.00	09/01/2015	#405 Kubota Mirror/Wiper/Winch/Turn Signal/Back Up Al:			False	0
	67113 Total:	1,390.00							
	wolren Total:	1,390.00							
wyalco 50999 101-301-819-000 Contracted Services	Wyandotte Alarm Company 8/14/2015	602.22	0.00	09/01/2015	7/1-9/30 Boat House Alarm			False	0
	50999 Total:	602.22							
	wyalco Total:	602.22							
zcadash Refund 592-000-284-000 Refunds Payable	Cadillac Ashpalt 8/21/2015	888.00	0.00	09/01/2015	Refund: Hydrant Deposit			False	0
	Refund Total:	888.00							
	zcadash Total:	888.00							
zdalcon Refund	Dalo Construction 8/13/2015	10,650.00	0.00	09/01/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
101-000-285-000	Customer Deposits Payable				Refund: Perf Bond #74397-Auto Zone, Belvil Rd				
	Refund Total:	10,650.00							
	zdalcon Total:	10,650.00							
zgilhom	Gilbert Homes								
Refund	8/19/2015	500.00	0.00	09/01/2015				False	0
101-000-285-000	Customer Deposits Payable				Refund: Grading Bond #77266-10269 Rolan				
	Refund Total:	500.00							
	zgilhom Total:	500.00							
zkelbev	Keller, Beverly								
Refund	8/13/2015	83.00	0.00	09/01/2015				False	0
101-000-692-000	Senior Citizens Dept.				Refund: Cancel Trip #78998				
	Refund Total:	83.00							
	zkelbev Total:	83.00							
zwoodan	Dan Wood Plumbing & Heating								
Refund	7/17/2015	48.00	0.00	09/01/2015				False	0
101-000-480-000	Plumbing Permits				Refund: Paid Plumbing Permit 2X				
	Refund Total:	48.00							
	zwoodan Total:	48.00							
	Report Total:	780,667.44							

# Charter Township of Van Buren

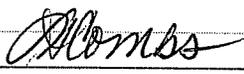
Agenda Item: \_\_\_\_\_

## REQUEST FOR BOARD ACTION

**MEETING DATE: SEPTEMBER 1,  
2015**

<input checked="" type="checkbox"/> Consent Agenda	<input type="checkbox"/> New Business	<input type="checkbox"/> Unfinished Business	<input type="checkbox"/> Public Hearing
<b>ITEM (SUBJECT)</b>	Consider adoption of Resolution 2015-35, Health Care Opt-Out for 2016		
<b>DEPARTMENT</b>	Supervisors Office		
<b>PRESENTER</b>			
<b>PHONE NUMBER</b>	734-699-8910		
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>			

### Agenda topic

<b>ACTION REQUESTED</b>	
Consider adoption of Resolution 2015-35 health care "Opt-Out" 2016.	
<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	
This Resolution is annually adopted as stated in Resolution 2015-35 and PA 152 of 2011	
<b>BUDGET IMPLICATION</b>	
<b>IMPLEMENTATION NEXT STEP</b>	
<b>DEPARTMENT RECOMMENDATION</b>	Approval
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	
<b>ATTORNEY RECOMMENDATION</b>	
(May be subject to Attorney/Client Privilege and not available under FOIA)	
<b>ADDITIONAL REMARKS</b>	
<b>APPROVAL OF SUPERVISOR</b>	

**CHARTER TOWNSHIP OF VAN BUREN  
COUNTY OF WAYNE, MICHIGAN  
RESOLUTION 2015-35**

At a regular meeting of the Charter Township of Van Buren Board of Trustees, Wayne County, Michigan held on the 1<sup>st</sup> day of September 2015. At 7:00 p.m., the following Resolution was proposed:

**WHEREAS**, Act No. 152 of the Public Acts of 2011 was passed by the State Legislature effective September 27, 2011 placing a hard-cap limit or alternatively an 80% limit on the amount the Township may pay toward employee health care benefits for plans on or after January 1, 2011; and

**WHEREAS**, Section 8 of Act 152 provides an option for a complete opt-out or exemption from the requirements of the Act for the Calendar Year 2016; and

**WHEREAS**, the Administration recommends that the exemption be adopted upon a review of the Township's current labor contracts and consultation with legal counsel;

**NOW THEREFORE**, the Township Board concurs with and approves a "complete opt-out" under Section 8 of Public Act 152 for the Calendar Year 2016.

This resolution will be taken up again by the Board toward the end of 2016 for the succeeding Calendar Year.

Roll Call Vote:

Yeas:

Nays:

Absent:

\*\*\*\*\*

I hereby certify that the foregoing is a true and correct resolution adopted by the Board of Trustees of the Charter Township of Van Buren at a regular meeting held on September 1, 2015.

\_\_\_\_\_  
Leon Wright, Township Clerk, CMC

# Charter Township of Van Buren

## REQUEST FOR BOARD ACTION

Agenda Item: \_\_\_\_\_

**WORK STUDY MEETING DATE:** \_\_\_\_\_

**BOARD MEETING DATE: 9-1-15**

Consent Agenda  X

New Business \_\_\_\_\_

Unfinished Business \_\_\_\_\_

Public Hearing \_\_\_\_\_

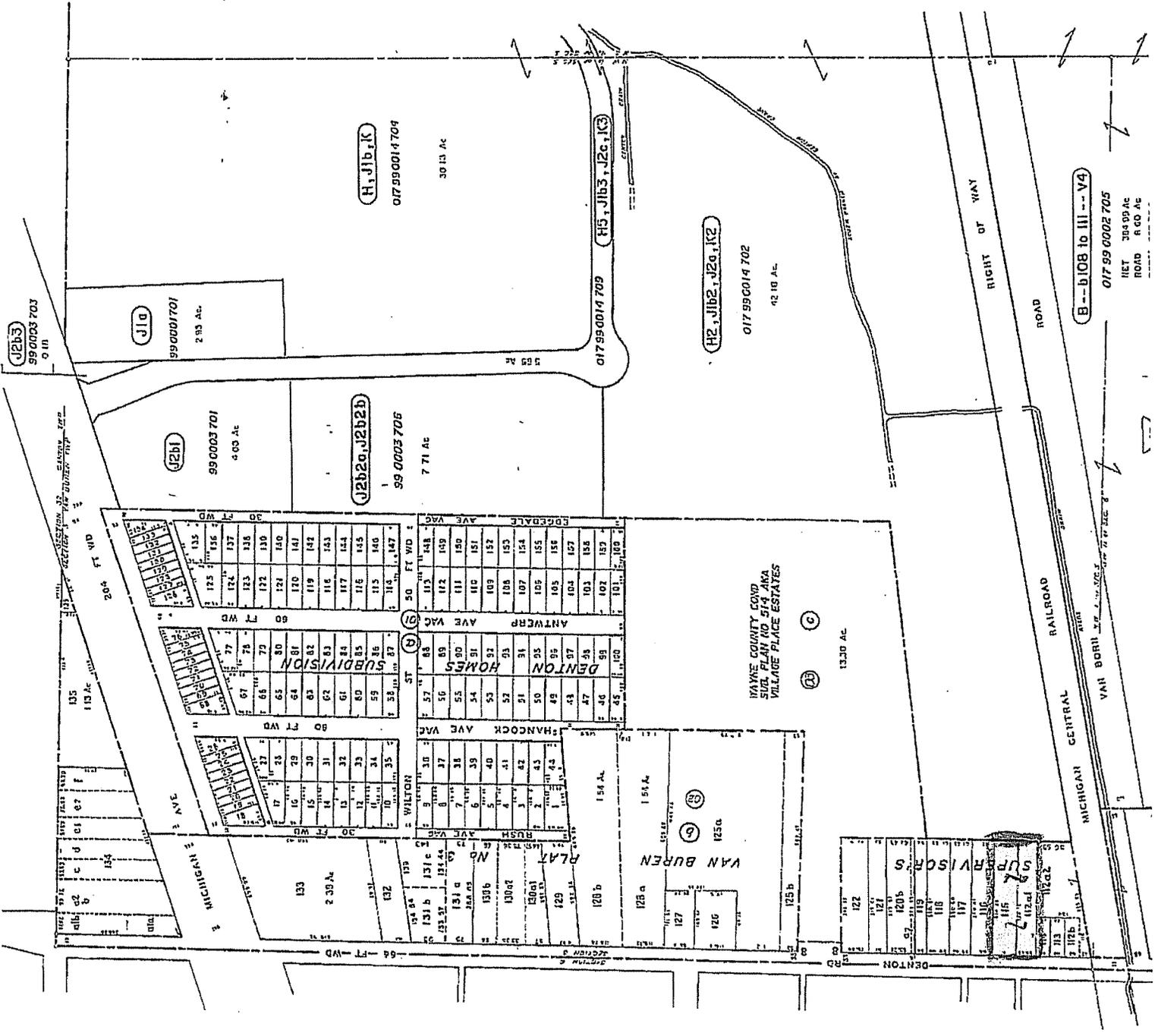
<b>ITEM (SUBJECT)</b>	Consider approval to combine lots V125-83-018-02-0112-003 and V125-83-018-02-0115-000
<b>DEPARTMENT</b>	Assessing Office
<b>PRESENTER</b>	Linda M. Stevenson, Assessment Coordinator Parcel Division
<b>PHONE NUMBER</b>	734-699-8946
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	

Agenda topic: LOT COMBINATION

<b>ACTION REQUESTED</b>	
<p>Township Board approval of the combination of lots V125-83-018-02-0112-003 and V125-83-018-02-0115-000 (Supervisor's Van Buren Plat No. 3) with the following conditions:</p> <ol style="list-style-type: none"> <li>1. The cost of any and/all utility improvements must be borne by the property owners(s).</li> <li>2. Approval in no way changes requirements of zoning of the parcels.</li> <li>3. Approval in no way implies or guarantees permits and/or approvals from federal, state, county or local agencies; this shall include but not be limited to roadway access point(s), natural feature requirements, utility requirements or any other valid requirement(s) from regulatory agencies.</li> <li>4. We are in receipt of all fees and costs as well as a certified survey.</li> </ol>	
<p>This combination is in compliance with the Township's Lot Split Ordinance and the Land Division Act. It was reviewed by the Parcel Division Board on May 22, 2015 and given preliminary approval at that time.</p>	

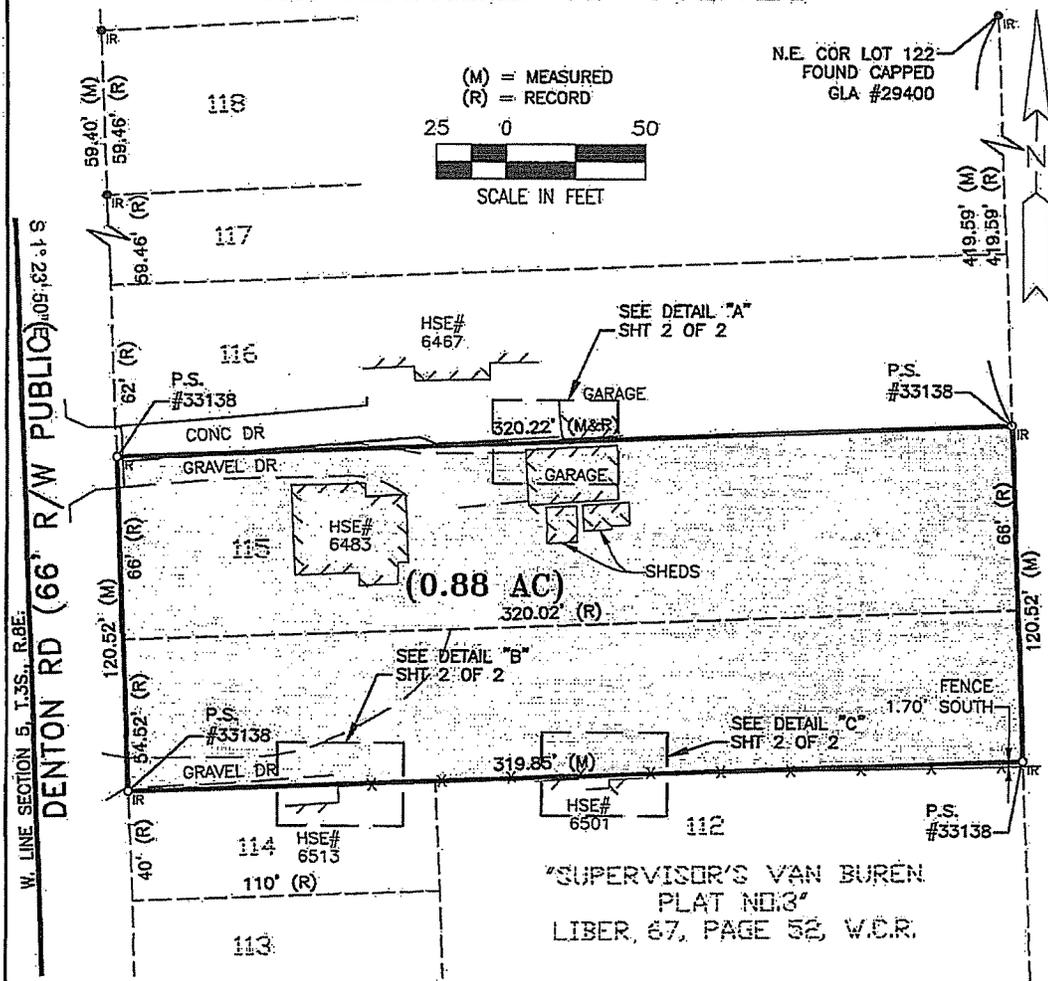
<b>BUDGET IMPLICATION</b>	None
<b>IMPLEMENTATION NEXT STEP</b>	Assessing Office to Process
<b>DEPARTMENT RECOMMENDATION</b>	Approve
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	N/A
<b>ATTORNEY RECOMMENDATION</b>	N/A
(May be subject to Attorney/Client Privilege and not available under FOIA)	
<b>ADDITIONAL REMARKS</b>	
<b>APPROVAL OF SUPERVISOR</b>	

N.W. 1/4 SECTION 5  
**VAN BUREN TOWNSHIP**  
 T. 3 S. R. 8 E.  
 WAYNE COUNTY, MICHIGAN  
 SCALE - 1 INCH = 200 FEET  
 DEPARTMENT OF MANAGEMENT and BUDGET  
 ASSESSMENT and EQUALIZATION DIVISION  
 © 2002 COUNTY OF WAYNE, STATE OF MICHIGAN  
 ALL RIGHTS RESERVED. NO PART OF THIS MAP MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT PERMISSION IN WRITING FROM THE



1-40 mpa  
 12-21-03  
 3-14-00  
 2-24-03  
 5-7-01  
 7-18-07  
 4-23-05  
 7-18-00  
 10-18-00  
 12-28-07  
 11-30-07  
 12-18-02  
 3-2-01  
 9-18-02

# CERTIFICATE OF SURVEY

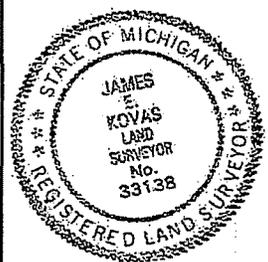


**WARRANTY DEED, LIBER 46501, PAGE 1302, WAYNE COUNTY RECORDS:**  
 LOT 115, AND THE NORTH 54.52 FEET OF LOT 112, SUPERVISOR'S VAN BUREN PLAT NO.3,  
 OF PART OF THE W. 1/2 OF N.W. SEC.5, T.3S., R.8E., VAN BUREN TWP., WAYNE COUNTY,  
 MICHIGAN, ACCORDING TO THE PLAT THEREOF, AS RECORDED IN LIBER 67, PAGE 52 OF  
 PLATS, WAYNE COUNTY RECORDS.

M-MEASURED ○ SET IRON	R-RECORD ● FOUND IRON	C-M-CITY MAP ○ P.K. NAIL	P-PLAT ⊙ MONUMENT	D-DESCRIPTION — EXISTING FENCE
--------------------------	--------------------------	-----------------------------	----------------------	-----------------------------------

THIS SURVEY WAS MADE FROM THE LEGAL DESCRIPTION OF THE PARCEL FURNISHED TO US. BOTH MAP AND DESCRIPTION SHOULD BE COMPARED WITH THE ABSTRACT OF TITLE OR TITLE POLICY FOR ANY EXCEPTIONS, EASEMENTS, OR DIFFERENCES IN DESCRIPTION.

I HEREBY CERTIFY THAT WE, WADE TRIM, INC., PERFORMED THIS BOUNDARY SURVEY AND THAT THIS MAP IS A TRUE AND ACCURATE REPRESENTATION THEREOF.



SURVEY DATE: JULY 1, 2015

*James E. Kovas*  
 James E. Kovas, P.S., #33138

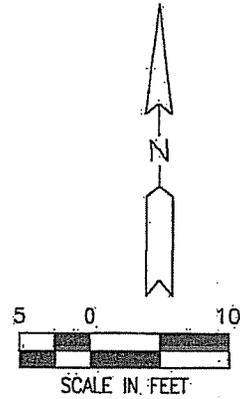
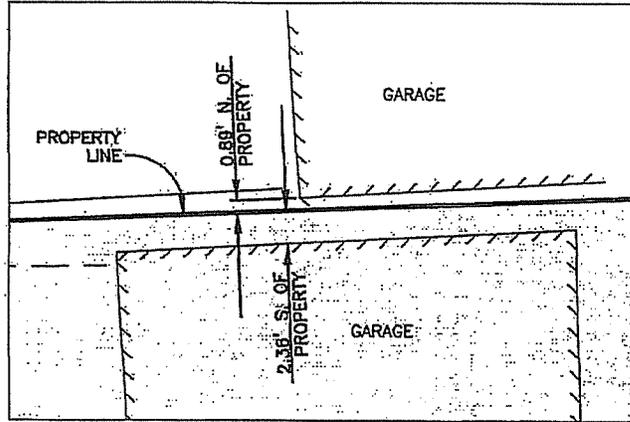
FOR:  
 JAYSON WEST  
 6483 DENTON ROAD  
 BELLEVILLE, MI 48111  
 PROPERTY SURVEY

**WADE TRIM**  
 25251 Northline Rd., PO Box 10  
 Taylor, MI 48180  
 734.947.9700/800.482.2864  
 FAX: 734.947.9726  
 www.wadetrिम.com Building relationships on a foundation of experience

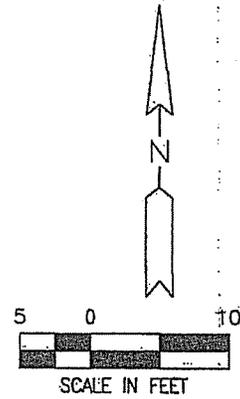
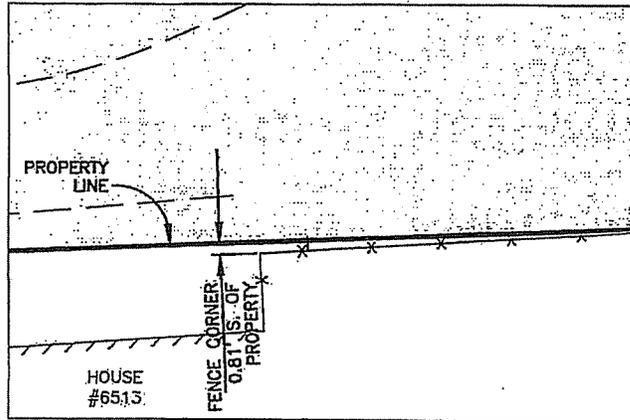
SEC. 5	T.3S.	R.8E.
BOOK #:	-	PAGE #:
DR BY:	RDCT	COMP BY:
CK BY:	JEK	SRVY BY:
JOB #:	TMS2028-01T	
DATE:	7-28-15	SHEET: 1 OF 2

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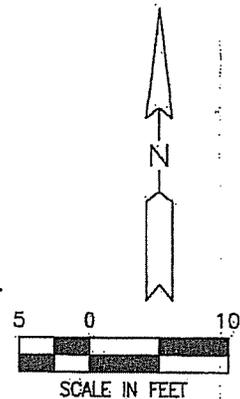
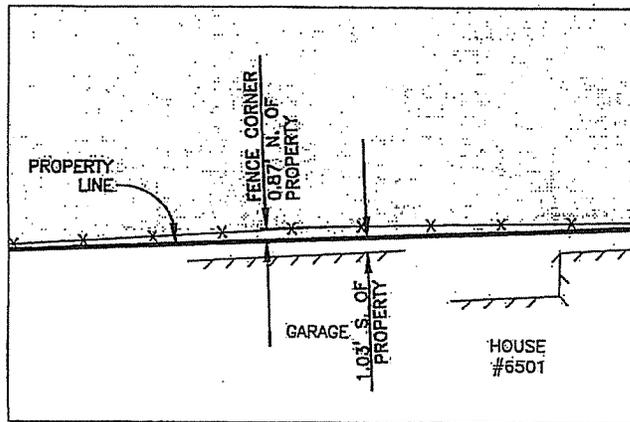
# CERTIFICATE OF SURVEY



DETAIL "A"



DETAIL "B"



DETAIL "C"

FOR:  
 JAYSON WEST  
 6483 DENTON ROAD  
 BELLEVILLE, MI 48111  
  
 DETAILS

## WADE TRIM

25251 Northline Rd., PO Box 10  
 Taylor, MI 48180  
 734.947.9700/800.462.2864  
 FAX: 734.947.5726  
[www.wadetrिम.com](http://www.wadetrिम.com) Building relationships on a foundation of excellence

SEC: 5 , T.3S. , R.8E.	
BOOK #: -	PAGE #: -
DR BY: RDCT	COMP BY: RDCT
CK BY: JEK	SRV BY: CH
JOB #: TMS2028-01T	
DATE: 7-28-15	SHEET: 2 OF 2

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# Charter Township of Van Buren

Agenda Item: \_\_\_\_\_

## REQUEST FOR BOARD ACTION

**WORK STUDY MEETING**

**DATE: AUGUST 17, 2015**

**BOARD MEETING DATE:**

**SEPTEMBER 01, 2015**

Consent Agenda \_\_\_\_\_ New Business  Unfinished Business \_\_\_\_\_ Public Hearing

<b>ITEM (SUBJECT)</b>	<b>PUBLIC HEARING:</b> 1. Consider request to establish Industrial Development District #25 <b>AGENDA ITEM:</b> 1. Consider adoption of Resolution 2015-34 to establish Industrial Development District #25
<b>DEPARTMENT</b>	Assessing
<b>PRESENTER</b>	Linda M. Stevenson, Assessment Coordinator
<b>PHONE NUMBER</b>	734-699-8946
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	Michael J. Balow, Senior Manager Ashley Capital

Agenda topic: Industrial Development District #25

<b>ACTION REQUESTED</b>	1. Consider adoption of Resolution 2015-34 to establish Industrial Development District #25
<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	<ol style="list-style-type: none"> <li>Ashley Crossroads North, LLC has submitted a request that the attached property descriptions (Exhibit A) be designated as an Industrial Development District.</li> <li>Public Hearing Notices have been published in the legal newspaper of record.</li> <li>A map of the requested district is attached, along with the location of the development site. The total size is approximately 283 acres and is comprised of many individual tax parcels, all contiguous located along Ecorse and Haggerty Rd.</li> <li>A draft of Resolution 2015-34 has been included for your review.</li> <li>The overall conceptual plan for this site is also included.</li> </ol>

<b>BUDGET IMPLICATION</b>	
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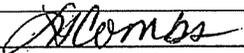
<b>IMPLEMENTATION NEXT STEP</b>	
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<b>DEPARTMENT RECOMMENDATION</b>	
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<b>ATTORNEY RECOMMENDATION</b>	
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(May be subject to Attorney/Client Privilege and not available under FOIA)

<b>ADDITIONAL REMARKS</b>	
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<b>APPROVAL OF SUPERVISOR</b>	
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# AshleyCapital

opportunity into value

New York ■ Detroit ■ Chicago ■ Atlanta

July 31, 2015

Linda Stevenson  
46425 Tyler Road  
Van Buren Township, MI 48111

Dear Ms. Stevenson,

Ashley Crossroads North, LLC, property owner, with an address of 2575 S. Haggerty Road, Suite 500, Canton, MI 48188 hereby requests that the described property be designated as an Industrial Development District, as that term is generally understood under Michigan Public Act 198 of 1974, as amended.

The location of the development site is per the attached exhibit, with a total size of approximately 265 Acres, comprised of many individual tax parcels, all contiguous, located along Ecorse Road and Haggerty Road.

Sincerely,



Michael J. Balow  
Senior Manager

RECEIVED

AUG 5 2015

VAN BUREN TOWNSHIP  
CLERK'S OFFICE



## EXHIBIT A

### Legal Description Proposed Industrial Development District # 25

#### 83-005-01-0021-300

\*02A21\* LOT 21 ALSO ADJ VAC TAYLOR ST 30FT WIDE--- TAYLORS SMALL FARM SUB T3S R8E L70 P67  
WCR-K-4.90

#### 83-005-01-0023-300

\*02A23\* LOT 23 ALSO ADJ VAC TAYLOR ST 30FT WIDE--- TAYLORS SMALL FARM SUB T3S R8E L70 P67  
WCR-K-4.91

#### 83-005-01-0024-300

\*02A24\* LOT 24 ALSO ADJ VAC TAYLOR ST 30FT WIDE--- TAYLORS SMALL FARM SUB T3S R8E L70 P67  
WCR-K-4.94

#### 83-005-01-0025-300

\*02A25\* LOT 25 ALSO ADJ VAC TAYLOR ST 30FT WIDE ALSO N 1/2 ADJ VAC GERBSTADT ST 60FT WIDE---  
TAYLORS SMALL FARM SUB T3S R8E L70 P67 WCR-K-5.83

#### 83-005-01-0026-300

\*02A26\* LOT 26 ALSO ADJ VAC TAYLOR ST 30FT WIDE--- TAYLORS SMALL FARM SUB T3S R8E L70 P67  
WCR-K-4.89

#### 83-005-01-0027-300

\*02A27\* LOT 27 ALSO ADJ VAC TAYLOR ST 30FT WIDE--- TAYLORS SMALL FARM SUB T3S R8E L70 P67  
WCR-K-4.89

#### 83-005-01-0028-300

\*02A28\* LOT 28 ALSO ADJ VAC TAYLOR ST 30FT WIDE--- TAYLORS SMALL FARM SUB T3S R8E L70 P67  
WCR-K-4.89

#### 83-005-01-0029-300

\*02A29\* LOT 29 ALSO ADJ VAC TAYLOR ST 30FT WIDE--- TAYLORS SMALL FARM SUB T3S R8E L70 P67  
WCR-K-4.89

#### 83-005-01-0030-300

\*02A30\* LOT 30 ALSO ADJ VAC TAYLOR ST 30FT WIDE--- TAYLORS SMALL FARM SUB T3S R8E L70 P67  
WCR-K-4.90

**83-005-01-0031-300**

\*02A31\* LOT 31 ALSO ADJ VAC TAYLOR ST 30FT WIDE--- TAYLORS SMALL FARM SUB T3S R8E L70 P67  
WCR-K-4.90

**83-005-01-0032-300**

\*02A32\* LOT 32 ALSO ADJ VAC TAYLOR ST 30FT WIDE--- TAYLORS SMALL FARM SUB T3S R8E L70 P67  
WCR-K-4.90

**83-005-01-0033-300**

\*02A33\* LOT 33 ALSO ADJ VAC TAYLOR ST 30FT WIDE--- TAYLORS SMALL FARM SUB T3S R8E L70 P67  
WCR-K-4.90

**83-005-01-0034-301**

\*02A34,T2\* LOT 34 ALSO ADJ VAC TAYLOR ST 30FT WIDE ALSO N 1/2 ADJ VAC BEVERLY ST 86FT WIDE---  
TAYLORS SMALL FARM SUB T3S R8E L70 P67 WCR-K-6.02 - ALSO PT OF THE SE 1/4 SEC 2 T3S R8E DESC AS  
BEG N8 DEG 33M 32S W 60.04 FT FROM E 1/4 SEC 2 -- TH S00DEG 12M 11S W 35.79 FT - TH N87DEG  
59M 49S W596.58 FT - TH N00DEG 12M 11S E 19.52 FT - TH S 89DEG 33MIN 32S E 596.13FT TO POB  
0.38AC - K - 6.40

**83-005-99-0004-000**

02CD1 PT OF NE 1/4 OF SEC 2 BEG N89DEG 51M 50S E 1238.38FT FROM CEN 1/4 COR OF SEC 2 TH N89DEG  
51M 50S E 146.41FT TH N0DEG 17M 40S E 2906.08FT TH WLY 146.57FT TH S0DEG 17M 40S W 2900.27FT  
POB 9.75 AC

**83-005-99-0005-000**

02CD2 PART OF NE 1/4 OF SEC 2 BEG N89DEG 51M 50S E 1091.98FT FROM CEN 1/4 COR OF SEC 2 TH  
N89DEG 51M 50S E 146.40FT TH N0DEG 17M 40S E 2900.27FT TH WLY 146.95FT TH S0DEG 17M 40S W  
2888.72FT POB 9.73 AC

**83-005-99-0006-000**

02CD3 PT OF NE 1/4 OF SEC 2 BEG N89DEG 51M 50S E 865.78FT FROM CEN 1/4 COR OF SEC 2 TH N89DEG  
51M 50S E 226.20FT TH N0DEG 17M 40S E 2888.72FT TH SWLY 228.34FT TH S0DEG 17M 40S W 2859.43FT  
POB 14.93 AC

**83-005-99-0007-000**

02CD4 PART OF NE 1/4 OF SEC 2 BEG N89DEG 51M 50S E 733.96FT FROM CEN 1/4 COR OF SEC 2 TH  
N89DEG 51M 50S E 131.82FT TH N0DEG 17M 40S E 2859.43FT TH SWLY 133.44FT TH S0DEG 17M 40S W  
2835.85FT POB 8.62 AC

**83-005-99-0008-000**

02C5 D5A PT OF NE 1/4 OF SEC 2 BEG N89DEG 51M 50S E 585.78FT AND N0DEG 17M 40S E 2246.62FT  
FROM CEN 1/4 COR OF SEC 2 TH N0DEG 17M 40S E 557FT TH NELY 151.88FT TH S0DEG 17M 40S W  
589.23FT TH S89DEG 51M 50S W 148.18FT POB 1.95 AC

**83-005-99-0009-002**

02CD6B PT OF NE 1/4 SEC 2 T3SR8E BEG NODEG 18M W 2424.26FT FROM THE CEN 1/4 COR SEC 2 TH NODEG 18M W 239.30FT TH N76DEG 54M 40S E 286.70FT TH S0DEG 18M E 239.30FT TH S76DEG 54M 40S W 286.70FT POB 1.58 AC

**83-005-99-0009-701**

\*02CD6A,F2,G1,H2,N1B\* PT OF NE 1/4 SEC AND NW 1/4 SEC 02 T3S R8E DESC AS BEG AT THE CENTER OF SEC 02 -- TH S89 59 43E 585.78 FT- TH N00 09 17W 2810.89 FT- TH S76 27 50W 343.74 FT- TH S00 44 50E 239.30 FT- TH S76 27 50W 287.49 FT- TH S00 45 56E 938.11 FT- TH S89 38 26W 482.12 FT- TH S18 42 08E 1565.47 FT TO POB - 44.41 AC - K- 44.1

**83-005-99-0010-000**

02D5B PART OF NE 1/4 OF SEC 2 BEG N89DEG 51M 50S E 585.78FT FROM CEN 1/4 COR SEC 2 TH NODEG 17M 40S E 2246.62FT TH N89DEG 51M 50S E 148.18FT TH S0DEG 17M 40S W 2246.62FT TH S89DEG 51M 50S W 148.18FT POB 7.64 AC

**83-008-99-0002-703**

COMMENCING AT THE S 1/4 CORNER OF SEC 2, T3SR8E; TH S90D 00M 00S E 350.00 FT ALONG THE SOUTH LINE OF SAID SEC 2 AND CENTERLINE OF ECORSE RD FOR A PLACE OF BEG; TH N00D 24M 19S W 1614.16FT; TH N18D 42S 09M W 1114.86FT TO THE CENTER POST OF SAID SECTION; TH S 89D 59M 43S E 2156.75FT ALONG THE E-W 1/4 LINE OF SAID SECTION; TH S 00D 14M 07S E 1670.03 FT; TH N90D 00S 00M E 180.74 FT; TH S 00D 14M 07S E 480.00 FT; TH N90D 00M 00S W 180.74 FT; TH S00D 14M 07S E 459.99FT; TH N90D 00S 00M W 743.35FT ALONG A LINE 60 FT NORTHERLY OF AND PARALLEL TO THE SOUTH LINE OF SAID SECTION; TH N 00D 14M 07S W 15.00FT; TH N90D 00M 00S W 935.80 FT ALONG A LINE 75 FT NORTHERLY OF AND PARALLEL WITH THE SOUTH LINE OF SAID SEC 2; TH S 00D 33M 03S E 75FT; TH N90D 00M 00S W 120.09 FT ALONG THE SOUTH LINE OF SAID SECTION AND SAID CENTERLINE OF ECORSE RD TO THE PLACE OF BEG. BEING A PART OF THE SE 1/4 OF SAID SEC 2 AND CONTAINING 114.10 AC OF LAND

**83-008-99-0014-701**

\*02S 10 TO 13 \* PT OF THE SE 1/4 SEC 2 T3S R8E DESC AS BEG N 89D 37M 00S W 60.00 FT AND DUE N 1726.00 FT FROM SE COR SEC 2 - TH N 89D 59M 56S W 599.08 FT - TH N 00D 14M 07S W 264.01 FT - TH S 89D 59M 56S E 598.36 FT - TH S 00D 23M 30S E 264.01 FT - POB. 3.63 AC -- K - 3.64

**83-008-99-0037-701**

COMMENCING AT THE SE CORNER OF SEC 2, T3SR8E, VAN BUREN TOWNSHIP, WAYNE COUNTY, STATE OF MICHIGAN; TH DUE N60 FT ALONG THE EAST LINE OF SAID SECTION 2; TH N89D 37M 00S W 483.07 FT ALONG THE NORTHERLY RIGHT-OF-WAY LINE OF ECORSE RD FOR A PLACE OF BEG; TH N89D 37M 00S W 60 FT ALONG SAID RIGHT OF WAY LINE; TH N00D 09M 30S E 459.99 FT; TH S89D 37M 00S E 60.00 FT; TH S00D 09M 30S W 459.99 FT TO THE PLACE OF BEGINNING. BEING A PART OF THE SOUTHEAST 1/4 OF SAID SECTION 2 AND CONTAINING 0.63 ACRES OF LAND MORE OR LESS.

CHARTER TOWNSHIP OF VAN BUREN  
RESOLUTION 2015-34  
ESTABLISHING AN INDUSTRIAL DEVELOPMENT DISTRICT - #25

Resolved by \_\_\_\_\_, seconded by \_\_\_\_\_ that

Whereas, pursuant to Act No. 198 of the Public Acts of 1974, as revised, the Board of Trustees of the Charter Township of Van Buren has the authority to establish "Industrial Development Districts" within the boundaries of the township; and

Whereas, a proposal was made regarding the establishment of an Industrial District consisting of the property descriptions attached (Exhibit A) and hereinafter referred to as "Van Buren Township Industrial Development District; No. 25"; and

Whereas, a notice has been published in the Independent Newspaper and sent to all taxing jurisdictions and the property owners via certified mail of the Board's pending action on this resolution and of their right to a hearing on the establishment of proposed Van Buren Township Industrial District No. 25; and

Whereas, on xxxxx xx, 2015 at 7:00 p.m. EST, a public hearing was held on the establishment of Van Buren Township Industrial Development District No. 25 at which time residents and taxpayers of the Charter Township of Van Buren had an opportunity to be heard (a copy of statements both written and oral made at such hearing being on file with the office of the Township Clerk);

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CHARTER TOWNSHIP OF VAN BUREN, as follows that

1. An Industrial Development District is hereby established, such district to consist of the property described in Exhibit A attached hereto; and
2. Such Industrial Development District is hereby designated as the "Van Buren Township Industrial Development District No. 25".

Yeas:

Nays:

Absent:

I, Leon Wright, Clerk of the Charter Township of Van Buren, County of Wayne, State of Michigan, do hereby certify that this is a true and correct copy of the resolution adopted by the Board of Trustees of the Charter Township of Van Buren at their regular meeting of xxxxx xx, 2015.

Leon Wright, Township Clerk  
Charter Township of Van Buren



# Charter Township of Van Buren

Agenda Item: \_\_\_\_\_

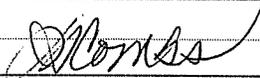
Work Study Date: 8/31/2015  
Board Meeting Date: 09/01/2015

## REQUEST FOR BOARD ACTION

Consent Agenda	x New Business	Unfinished Business	Public Hearing
<b>ITEM (SUBJECT)</b>	Dewitt, Jeanette, and Venetian-Awarding of Contract Bid		
<b>DEPARTMENT</b>	Planning and Economic Development		
<b>PRESENTER</b>	Dave Nummer, Wade Trim		
<b>PHONE NUMBER</b>	734-947-9700		
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>			

### Agenda topic

<b>ACTION REQUESTED:</b>	
To award the contract for the reconstruction of Dewitt, Jeanette, and Venetian Roads to Verdeterre Contracting, Per the recommendation of the Township Engineer.	
<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	
<p>The Township is participating in Wayne County’s Local Road Initiative program. The County will reimburse 80% of the construction costs of rehabilitating and improving certain local Township roads. The Township was presented with a petition signed by the owners of at least 70% of the lineal foot frontage along these roads as verified by the Township Assessing Department. The purpose of the SAD is to raise the funds for 20% match. No Township dollars will be used for the project. All local costs will be assessed against the properties benefited by the project through the SAD which will also include administrative costs &amp; interest.</p> <p>The bid opening was 10:00 a.m. on Wednesday, August 26, 2015</p>	

<b>BUDGET IMPLICATION</b>	
<b>IMPLEMENTATION NEXT STEP</b>	
<b>DEPARTMENT RECOMMENDATION</b>	Approval
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	
<b>ATTORNEY RECOMMENDATION</b>	
(May be subject to Attorney/Client Privilege and not available under FOIA)	
<b>ADDITIONAL REMARKS</b>	
<b>APPROVAL OF SUPERVISOR</b>	

# Charter Township of Van Buren

## REQUEST FOR BOARD ACTION

Agenda Item \_\_\_\_\_

**WORK STUDY MEETING DATE:**  
2015-08-31

**BOARD MEETING DATE:**  
2015-09-01

Consent Agenda \_\_\_\_\_ New Business  X  Unfinished Business \_\_\_\_\_ Public Hearing \_\_\_\_\_

<b>ITEM (SUBJECT)</b>	DPW Superintendent
<b>DEPARTMENT</b>	Public Services
<b>PRESENTER</b>	Director James T. Taylor
<b>PHONE NUMBER</b>	734-699-8947
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	Mr. Martin Ladd

### Agenda topic

<b>ACTION REQUESTED</b>	
Consider approval of the Personal Services Agreement between Martin E. Ladd and the Township of Van Buren, and authorize the Supervisor and Clerk to execute the agreement	
<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	
Seven applicants submitted resumes for the position of DPW Superintendent. Of the seven, two were selected for interviews, one of whom was Martin E. Ladd. Mr. Ladd brings almost 30 years of experience in the water & sewer field in a variety of communities which include 14 years with Madison Heights, seven years with the City of Taylor and five years with the City of Hamtramck. Mr. Ladd possesses an MDEQ S-1 Waterworks System Operator and D-3 Limited Treatment Certifications. Mr. Ladd also comes with excellent recommendations from a number of engineers at Wade Trim. (See attached resume.)	

<b>BUDGET IMPLICATION</b>	He will be assuming the salaried position budgeted in the Water & Sewer Budget at \$57,850.00. No change in the budget is required.
<b>IMPLEMENTATION NEXT STEP</b>	Execution of personal services agreement
<b>DEPARTMENT RECOMMENDATION</b>	Township Board Approval
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	Pending background checks
<b>ATTORNEY RECOMMENDATION</b>	PSA under review
(May be subject to Attorney/Client Privilege and not available under FOIA)	
<b>ADDITIONAL REMARKS</b>	Request that the Board approve the agreement at the September 1, 2015 Board meeting. Mr. Ladd is prepared to start at the beginning of the pay period on Monday, September 8, 2015.
<b>APPROVAL OF SUPERVISOR</b>	



# Superintendent of Public Services Job Description

## Position Summary:

Under the general supervision of the Director of Public Services, the position will manage the day-to-day operations of the Divisions of Water and Sewer Division and Building and Grounds.

## Essential Job Functions, Duties and Responsibilities:

An employee in this position may be called upon to perform any or all of the following essential job functions, duties and responsibilities. These examples do not include all of the duties, which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each function satisfactorily.

1. Supervises the operation, installation, maintenance and repair of piping, water hydrants and gate valves, as well as construction and maintenance of gate wells, manholes, sewer lines, pumps, etc. and all sanitary collection facilities, and repair and reading of water meters for industrial, commercial and residential accounts.
2. Supervises the cleaning, maintenance and repair work of township buildings, parks, grounds and cemeteries, including burial activities.
3. Recommends priorities, new policies and procedures to improve the efficiency and effectiveness of operations; reviews major changes and problems with the Director of Public Services.
4. Plans, assigns and supervises the activities of skilled and semi-skilled workers.
5. Evaluates employee performance and performs corrective or disciplinary actions as needed.
6. Evaluates operational needs, such as manpower, parts, materials and equipment.
7. Ensures township compliance with regulations related to water such as Backflow Prevention, Stage 2 Disinfection by-products, lead and copper, Bacteriological monitoring and Consumer Annual Reports. Performs duties as required by regulation for water supply, NDPES permits, etc.
8. Maintains records and reports in compliance in M.I.O.S.H.A. Regulations and other applicable laws.
9. Enforces township safety rules and regulations and ensures proper training of personnel.
10. Supervises and coordinates the resolution of customer complaints and service requests related to the overall operations.
11. Assists the Director in the development and recommendations of budgets, analyzes costs and evaluation of operational performance.
12. Performs liaison duties with other divisions, departments, external agencies and other communities; represents the operations at meetings assigned.

13. Drives personal or city vehicle as required
14. Demonstrates regular and predictable attendance.
15. Required to be available to perform duties for operational problems, equipment emergencies, storms, power outages and other emergencies deemed necessary by management after normal working hours, weekends and holidays.
16. Required to work in and adapt to office and field environments, such as constructions sites with all associated hazards as needed. The Superintendent is expected to adhere to common safety practices, wear proper personal protection gear and work during inclement weather conditions.
17. Interacts in a consistently pleasant and helpful manner with fellow employees, visitors and residents of the Charter Township of Van Buren, and demonstrates the highest standards of internal and external customer service.

The above list of job requirements, duties and responsibilities, physical abilities and other abilities are meant to be representative and not all encompassing. The Township reserves the right to add to, delete from, change and/or amend the requirements, duties and responsibilities, physical abilities, and other abilities herein above set forth at any time and without prior notice.

**Required Knowledge, Skills, Abilities and Minimum Qualifications:**

The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential job functions, duties and responsibilities of the position.

Requirements include the following:

1. A minimum of five years supervisory experience in the construction, operation and maintenance of treatment systems and/or water distributions or wastewater systems and/or graduations from an accredited college with a Bachelor's degree in Public Administration, Constructions Management or Engineering.
2. Extensive knowledge of the policies, procedures, equipment and materials required for effective operation, maintenance and repair of water distribution systems, utility billing and regulations related to water systems.
3. Considerable knowledge of data processing and other software as related to divisional operations.
4. Considerable knowledge of the basic principles of organization and management.
5. Ability to effectively organize and direct department activities and to analyze and resolve problems.
6. Ability to establish and maintain effective working relationships with Township officials, employees, and the general public and communicated effectively in writing and in oral presentations.
7. Possession of an MDEQ S-I Water Distribution License.
8. A valid Michigan vehicle operator's license.
9. Graduation from an accredited high school or GED equivalent

**Physical Demands and Work Environment:**

The physical demands and work environment characteristics described here are representative of those an employee encounters while performing the essential job functions, duties and responsibilities. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions, duties and responsibilities.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand and walk. The employee is occasionally required to stoop, kneel, crouch or crawl. The employee must occasionally lift and/or move items of light to moderate weight.

While performing the duties of this job, the employee works mostly in an office setting; however, the employee may occasionally be exposed to outside weather conditions with some exposure to dust and the like and may work near moving mechanical parts and/or machinery. The employee is occasionally exposed to high, precarious places and fumes or airborne particles. The employee may from time to time lift objects up to 50 pounds in weight. The noise level in the work environment ranges from quiet to moderate in the office, to potentially loud in other areas of operation.

# Charter Township of Van Buren

Agenda Item: \_\_\_\_\_

Work Study: 08/31/15  
Board Meeting Date: 09/01/15

## REQUEST FOR BOARD ACTION

	Consent Agenda	New Business	X	Unfinished Business	Public Hearing
<b>ITEM (SUBJECT)</b>	Personal Services Agreement for the Deputy Director of Planning and Economic Development				
<b>DEPARTMENT</b>	Planning and Economic Development				
<b>PRESENTER</b>	Ron Akers, Director of Planning and Economic Development				
<b>PHONE NUMBER</b>	734-699-8913				
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>					

### Agenda topic

<b>ACTION REQUESTED:</b>	
To consider approval of the Personal Services Agreement between Matthew Best and Van Buren Charter Township, and authorize Supervisor Combs and Clerk Wright to execute the agreement.	
<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	
<p>The Deputy Director of Planning and Economic Development has been vacant since May of 2015. During the week of August 10, 2015, Supervisor Combs, Clerk Wright, Treasurer Budd, and I interviewed four (4) candidates for the position and of the four (4) candidates, Mr. Best was selected.</p> <p>Mr. Best has twelve (12) years of experience working with Wayne County Environmental Services Department where he has served in several different roles including Watershed Manager, Soil Erosion Inspector, Field Operations Supervisor, and Department Manager. He also holds a Bachelor’s degree in Biology, Environmental Science, and Geology from Central Michigan University and a Master’s degree in Urban and Regional Planning from Eastern Michigan University. His experience with Wayne County and background in planning and environmental matters will be valuable to the department. I look forward to your discussion on the matter.</p>	

<b>BUDGET IMPLICATION</b>	Salary \$62,000
<b>IMPLEMENTATION NEXT STEP</b>	Execution of Personal Services Agreement
<b>DEPARTMENT RECOMMENDATION</b>	Approval
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	N/A
<b>ATTORNEY RECOMMENDATION</b>	Legal Counsel has reviewed and approved the attached PSA. (May be subject to Attorney/Client Privilege and not available under FOIA)
<b>ADDITIONAL REMARKS</b>	
<b>APPROVAL OF SUPERVISOR</b>	



## **Planning and Economic Development Deputy Director Job Description**

### **Position Summary:**

Under the general supervision of the Director of Planning and Economic Development. The Deputy Director of Planning and Economic Development represents the Township in the provision of services related to sound planning, and economic development principles. The Deputy assists with the overall direction and management of the Department and in the enforcement of ordinances. The Deputy works with and approves the issuance of related permits within the township to protect the health, safety and welfare of the public. The Deputy has responsibility with administrative planning and economic functions, as well as environmental issues. The Deputy oversees contracted services and other staff involved in development/environmental related activities and records management.

### **Essential Job Functions, Duties and Responsibilities:**

An employee in this position may be called upon to perform any or all of the following essential job functions, duties and responsibilities. These examples do not include all of the duties, which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each function satisfactorily.

1. Coordinates the processing of site plans, construction plan reviews and building permit applications. Oversees inspection process and reporting for the Township development codes and regulations.
2. Reviews zoning ordinance language and makes recommendations regarding planning and zoning regulations. .
3. Coordinates condemnation and demolition activities of the Township.
4. Serves as staff liaison for the Township LDFA.
5. Works closely with the Township's Geographic Information System Coordinator, including assisting other departments, agencies and consultants in the management of data, staff and relevant activities.
6. Oversees compliance with FERC agreement and other lake requirements under Township regulations.
7. As requested shall serve as the liaison to Township Boards, Commissions and Committees.
8. Oversees Adopt-A-road and other environmental programs with Wayne County, and the Township Environmental Commission and volunteers.
9. Coordinates Township's Annual Household hazardous Waste Collection Day. .
10. Works with homeowners and other special groups to process Special Assessment Districts; responds to inquiries and assisting with the petition process.
11. Reviews and oversees compliance portions of development related agreements.
12. Develops and implements procedures according to Township policies and professional standards. Researches and recommends modifications or addition to building codes as appropriate and maintains records and reports.
13. May be called upon to testify in court as an expert witness on technical and procedural matters.

14. Supervises the activities of interns and contracted services and evaluates the quality of their work. Assists with departmental administration including planning and zoning support and enforcements staff. Assigns work, oversees the recruitment, selection and monitors performance, recommends training as needed.
15. Maintains cooperative relationships with other officials, departments, peer agencies, private contractors, property owners, and residents, the public and other parties to coordinate environmental management practices. .
16. Assists with updating codes and ordinance including amendments to existing ordinances.
17. Compiles information to aid in the preparation of annual budget requests, prepares annual department budget and monitors the department budget throughout the fiscal year. Assists with department compliance with established Township policies and procedures for all financial transactions and budget expenditures.
18. Keeps abreast of professional developments, new administrative techniques, legal issues and other current events through continued education and professional growth. Attends conferences, workshops and seminars as appropriate.
19. Coordinates preparation of specifications, initiates the competitive bidding process and administers contracts as assigned.
20. Provides input for effective risk management practices within the Department.
21. Develops goals and objectives of the Department.
22. Attends Planning Commission, Board and other meetings occasionally as needed.
23. Primary staff liaison to the board of Zoning Appeals.
24. Serves as staff representative as needed to other commissions or committees.
25. Coordinate the Departmental compliance with Open Meetings and Freedom of Information Acts.
26. Serves as the Director in the Directors absence.
27. Performs related work as directed.

The above list of job requirements, duties and responsibilities, physical abilities and other abilities are meant to be representative and not all encompassing. The Township reserves the right to add to, delete from, change and/or amend the requirements, duties and responsibilities, physical abilities, and other abilities herein above set forth at any time and without prior notice.

**Required Knowledge, Skills, Abilities and Minimum Qualifications:**

The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential job functions, duties and responsibilities of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the job.

Requirements include the following:

1. Bachelor's degree with major in Planning, Public Administration, Public Policy, Environmental Science or related field and a minimum of five years of related work experience. Professional designation as Community Planner preferred. American Institute of Certified Planners and/or Michigan Professional Certified Planner designations desirable.
2. Acquire and maintain any relevant certifications that may be required by the Township.
3. A valid State of Michigan vehicle operator's license.
4. Through knowledge of the principles and practices of local government in Michigan.
5. Skill in applying codes and ordinances according to professional standards.
6. Skill in maintaining complex record keeping and document retention systems and in compiling comprehensive reports.
7. Ability to comprehend complex issues and identify alternative solutions and prepare appropriate recommendation.
8. Skill in maintaining complex record keeping and document retention systems, and in compiling comprehensive reports.
9. Ability to communicate and exercise a high degree of diplomacy in contentious or confrontational situations.
10. Supervisory skills to effectively lead contracted services, interns and coordinate work assignments and monitor their performance to achieve departmental goals.
11. Ability to establish effective working relationships and use good judgment, initiative and resourcefulness when dealing with other departments, employees, property owners, the public and other professional contacts and municipal officials.
12. Ability to calculate figures and amounts such as proportions, percentages, area circumference and volume. Ability to apply concepts of algebra and geometry.
13. Ability to use a variety of technologies including computers, related word processing, database software, telephones, fax machines and similar type equipment.
14. Ability to recognize and handle stress.
15. Ability to perform duties within a job schedule that varies in hours and times of day. .

**Physical Demands and Work Environment:**

The physical demands and work environment characteristics described here are representative of those an employee encounters while performing the essential job functions, duties and responsibilities. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions, duties and responsibilities.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand and walk. The employee may be required to use hands to finger, handle or feel; and to reach with hands and arms. The employee is occasionally required to stoop, kneel, crouch or crawl. The employee must occasionally lift and/or move items of light to moderate weight.

While performing the duties of this job, the employee works mostly in an office setting; however, the employee may, in the course of conducting site inspections and other field activities, be occasionally exposed to outside weather conditions and may work near moving mechanical parts and/or machinery. The employee is occasionally exposed to high, precarious places and fumes or airborne particles. The noise level in the work performance is usually quiet in the office, but may become loud in the field.

The Charter Township of Van Buren is an equal opportunity employer