

**CHARTER TOWNSHIP OF VAN BUREN BOARD OF TRUSTEES
APRIL 4, 2017 BOARD MEETING 7:00 P.M.
TENTATIVE REVISED AGENDA**

PLEDGE OF ALLEGIANCE:

ROLL CALL:

Supervisor McNamara _____
Clerk Wright _____
Treasurer Budd _____
Trustee Frazier _____
Trustee Martin _____

Trustee Miller _____
Trustee White _____
Engineer Nummer _____
Attorney McCauley _____
Secretary Montgomery _____

APPROVAL OF AGENDA:

CONSENT AGENDA:

1. Work Study Session minutes of March 20, 2017.
2. Board Meeting minutes of March 21, 2017.
3. Prepaid List of March 24, 2017.
4. Prepaid List of March 30, 2017.
5. Voucher List of April 4, 2017.

PUBLIC HEARING:

CORRESPONDENCE:

PUBLIC COMMENT:

UNFINISHED BUSINESS:

NEW BUSINESS:

1. To consider approval of the Fire Chief Job Description and Personal Service Agreement between Amy Brow and the Township, and authorize the Supervisor and Clerk to execute the agreement.
2. To consider approval of the first reading of Ordinance 04-04-17 (1) an amendment to the General Code of Ordinances Chapter 14 (Animals), Article I Sec. 14-1 (Definitions) and Article II section 14-29 (Animal at Large) and addition to Article I adding Sec. 14-2 (Adoption Contracts) and 14-3 (Violation).
3. To consider approval of the first reading of Ordinance 04-04-17 (2) an amendment to the General Code of Ordinances Chapter 1 (General Provisions) Sec. 1-13-General Penalty for Violation of Codes; Continuing Violations.
4. To consider approval of the first reading of Ordinance 04-04-17 (3) an amendment to the General Code of Ordinances Chapter 1 (General Provisions) addition of Article II (Municipal Civil Infractions).
5. To consider approval of the first reading of Ordinance 04-04-17 (4) an amendment to the General Code of Ordinances Chapter 42, Article II, Division 3 Section 42-79.
6. To consider approval of the first reading of Ordinance 04-04-17 (5) an addition to the General Code of Ordinances Chapter 58, Article IV, Division 4, Sec. 58-161 (Embezzlement).

REPORTS:

ANNOUNCEMENTS:

NON-AGENDA ITEMS:

ADJOURNMENT:

CHARTER TOWNSHIP OF VAN BUREN
WORK STUDY MEETING MINUTES
March 20, 2017

Supervisor McNamara called the meeting to order at 4:02 p.m. in the Sheldon Room. Present: Supervisor McNamara, Clerk Wright, Treasurer Budd, Trustee White, Trustee Frazier, Trustee Martin and Trustee Miller. Others in attendance: Secretary Montgomery, Developmental Services Director Akers and Deputy Director Best, Executive Assistant Selman, DDA Director Ireland, DPS Director Taylor, Assessing Coordinator Stevenson, Engineer Nummer and an audience of two (2).

UNFINISHED BUSINESS: None

NEW BUSINESS:

Discussion on Township employee travel and training. Board members discussed a desire to create a comprehensive travel and training policy. The current guidelines are contained within the purchasing policy. Following a contentious discussion it was determined, by a consensus of the Board, that this item should be postponed. Motion by Budd, seconded by Miller to table the item. Motion failed. Motion by Frazier, seconded by Miller to postpone the item. Roll Call Vote: Yeas: McNamara, Budd, Wright, Frazier, Martin and Miller. Nays: White. Motion Carried.

Clarification of the following voucher list items: Tiger Tickets (Senior Center Trip), Parcel 6 & 16 payment (DDA property and right of way purchases), MMRMA and IIMC Region V expense reimbursement (Deputy Clerk Training).

PUBLIC COMMENT: None.

ADJOURNMENT: Motion by Miller, seconded by Budd to adjourn the Work Study Session at 4:40 p.m. Motion Carried.

Leon Wright, Township Clerk

Date: _____.

Kevin McNamara, Supervisor

Date: _____.

**CHARTER TOWNSHIP OF VAN BUREN
BOARD MEETING MINUTES
MARCH 21, 2017**

Supervisor McNamara called the meeting to order at 7:00 p.m. in the Board Room. Present: Supervisor McNamara, Treasurer Budd, Clerk Wright, Trustee Frazier, Trustee Martin, Trustee Miller and Trustee White. Others in attendance: Secretary Montgomery, Economic Development Deputy Director Best, Human Resource Director Sumpter and an audience of four (4).

APPROVAL OF AGENDA: Frazier moved, Miller seconded to approve the agenda as presented. Motion Carried.

APPROVAL OF CONSENT AGENDA: Budd moved, Miller seconded to approve the Consent Agenda as presented. [Work Study Session minutes of March 6, 2017, Board Meeting minutes of March 7, 2017, Prepaid List of March 10, 2017, Prepaid List of March 15, 2017 and the Voucher List of March 21, 2017] Motion Carried.

PUBLIC HEARING: None.

CORRESPONDENCE: Representative of the Van Buren Civic Fund presented a grant to the Van Buren Township Clerk's office in the amount of \$6301.50 to replace 10 Election laptops. Supervisor McNamara read a letter from a resident to Public Safety Police Chief Wright thanking Officers Harrison and Sweet for the assistance during the power outage. He also read a letter sent to the Van Buren School District on behalf of the Board of Trustees praising Sumpter Township, the City of Belleville, Departmental Staff at Van Buren Township and the school district for their assistance and coordination of the warming shelter during the power outage.

PUBLIC COMMENT: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Motion by White, seconded by Budd to approve the second (final) reading of Ordinance 3-7-17 to amend and replace Ordinance 12-1-15 Article V-Coal Tar Products, Sec. 42-151 through 42-158, with new Article V-Coal Tar Products, Sec. 42-151 through 42-159. Roll Call Vote: Yeas: McNamara, Budd, Wright, Frazier, Martin, Miller and White. Nays: None. Motion Carried. Changes to the Ordinance will include a lower PAH limit, sealcoat applicator registration and enforcement procedures.

REPORTS: None.

ANNOUNCEMENTS: Announcements included: Reminded residents of acceptable recycling materials (flyer available at the Township), yard Waste pick-up begins April 3, 2017, free tire disposal for residents is June 3, 2017 from 10:00 a.m.-1:00 p.m. (limit 7 tires per resident), this year marks the 50th anniversary of the Vietnam War and the Rotary Club is coordinating with the Recreation Department for the placement of a portable library box at Quirk Park.

NON-AGENDA: Comments included: Clerk Wright read a statement clarifying his actions regarding a passport to attend a conference, provided Board members a legal opinion indicating no illegal activity on his part, explained the International Institute of Municipal Clerks is the governing body for Clerk certification throughout the world and encouraged Board members to speak directly with him for clarification of expenses, Trustee Miller read a statement clarifying her comments, encouraged open communication and professionalism between Board members, and emphasized the need to revise the travel policy to avoid future misunderstandings, Board members Frazier and White echoed the request for a revised travel policy and expressed several changes they

felt should be included in a revised policy, and an audience member requested an update on hiring process for a new Fire Chief. Supervisor McNamara indicated the selection committee interviewed five (5) candidates from the pool of applications, a candidate has been selected and is currently undergoing the final stages of the vetting process, and anticipates the candidate will be brought forward for approval in the very near future.

ADJOURNMENT: White moved, Martin seconded to adjourn at 8:15 p.m. Motion Carried.

Leon Wright, Township Clerk

Date: _____.

Kevin McNamara, Supervisor

Date: _____.

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP
 POST DATES 03/24/2017 - 03/24/2017
 UNJOURNALIZED
 OPEN
 3/24/2017 PREPAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
33765-33797 78542	AmeraPlan Reimbursable EMPLOYEE HRA 101-265-719-000 101-301-719-000 101-325-719-000 101-370-719-000 101-691-719-000 592-536-719-000	03/13/2017 CTowles EMPLOYEE HRA EMPLOYEE HRA EMPLOYEE HRA EMPLOYEE HRA EMPLOYEE HRA EMPLOYEE HRA	03/24/2017	2,809.09 92.86 1,893.12 289.19 137.78 152.60 243.54	2,809.09	Open	N 03/24/2017
10335-10352 78543	AmeraPlan Reimbursable EMPLOYEE HRA 101-228-719-000 101-253-719-000 101-301-719-000 101-329-719-000 101-336-719-000 250-000-719-000 592-536-719-000	03/03/2017 CTowles EMPLOYEE HRA EMPLOYEE HRA EMPLOYEE HRA EMPLOYEE HRA EMPLOYEE HRA EMPLOYEE HRA EMPLOYEE HRA	03/24/2017	752.97 20.00 60.00 404.83 60.00 128.14 20.00 60.00	752.97	Open	N 03/24/2017
59145 78534	AMERA PLAN APRIL ADMIN FEES 101-101-719-000 101-171-719-000 101-191-719-000 101-215-719-000 101-228-719-000 101-247-719-000 101-253-719-000 101-265-719-000 101-301-719-000 101-325-719-000 101-329-719-000 101-336-719-000 101-370-719-000 101-691-719-000 101-692-719-000 247-000-719-000 250-000-719-000 592-536-719-000	03/18/2017 CTowles APRIL ADMIN FEES APRIL ADMIN FEES	03/24/2017	1,383.80 14.95 71.75 11.95 26.90 41.85 74.75 50.80 86.65 496.10 104.60 26.90 26.90 68.75 47.80 26.90 29.90 14.95 161.40	1,383.80	Open	N 03/24/2017
7343262982 78538	AT&T 3.7-4.6 326-2982 101-265-850-000	03/07/2017 CTowles 3.7-4.6 326-2982	03/24/2017	156.45 156.45	156.45	Open	N 03/24/2017
7344843666 78539	AT&T 3.13-4.12 484-3666	03/13/2017 CTowles	03/24/2017	130.20	130.20	Open	N 03/24/2017

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
1717974154 78540	AT&T MARCH FIBER OPTIC INTERNET LINE 101-228-817-000	03/11/2017 CTowles	03/24/2017	1,652.53	1,652.53	Open	N 03/24/2017
287272396924 78541	AT&T MOBILITY 2.3-3.2 TABLET BROADBAND ACCESS 250-000-850-000	03/17/2017 CTowles	03/24/2017	58.92	58.92	Open	N 03/24/2017
7002712 78532	BLUE CROSS BLUE SHIELD OF MI APRIL HEALTH INS 101-101-719-000 101-171-719-000 101-215-719-000 101-228-719-000 101-247-719-000 101-253-719-000 101-265-719-000 101-301-719-000 101-325-719-000 101-329-719-000 101-336-719-000 101-370-719-000 101-692-719-000 101-900-719-000 247-000-719-000 250-000-719-000 592-536-719-000	03/05/2017 CTowles	03/24/2017	95,871.00	95,871.00	Open	N 03/24/2017
170700000152 78533	BLUE CARE NETWORK APRIL HEALTH INS 101-171-719-000 101-191-719-000 101-215-719-000 101-228-719-000 101-253-719-000 101-265-719-000 101-301-719-000 101-325-719-000 101-329-719-000 101-336-719-000 101-370-719-000 101-691-719-000 101-692-719-000 101-900-719-000 592-536-719-000 592-536-719-001	03/10/2017 CTowles	03/24/2017	80,589.07	80,589.07	Open	N 03/24/2017

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3/24/2017 PREPAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
7706.5							
78536	DTE Energy Company FEB STREET LIGHTING 101-450-926-000 247-000-920-000	03/20/2017 CTowles	03/24/2017	23,634.77	23,634.77	Open	N 03/24/2017
		FEB STREET LIGHTING		18,713.54			
		FEB STREETScape LIGHTING		4,921.23			
FEB 2017							
78555	Downriver Utility Wastewater Auth FEB PROFESSIONAL ASSESSMENT FEES 592-537-924-000	03/22/2017 CTowles	03/24/2017	77.28	77.28	Open	N 03/24/2017
		FEB PROFESSIONAL ASSESSMENT FEES		77.28			
PETTY CASH							
78537	Petty Cash REPLENISH PETTY CASH 101-370-860-000 101-215-956-000 101-215-956-000 101-215-860-000 101-215-860-000 101-336-861-000 101-336-861-000 101-336-861-000 101-336-861-000 101-336-861-000 101-336-861-000 101-301-956-000 101-301-956-000 101-301-956-000 101-301-956-000 101-301-956-000 101-301-956-000 101-301-956-000 101-301-956-000 101-301-956-000 101-301-956-000	03/21/2017 CTowles	03/24/2017	229.00	229.00	Open	N 03/24/2017
		COURT PKING		20.00			
		L. WRIGHT NOTARY FEE		10.00			
		MONTGOMERY NOTARY FEE		10.00			
		PARKING		10.00			
		COURT PKING		16.00			
		BELL FIRE MARSHALL CLASS		20.00			
		BESSON FIRE MARSHALL CLASS		20.00			
		MCINALLY SMAFC TRNG		20.00			
		BESSON SMAFC TRNG		20.00			
		MCINALLY FIRE MARSHALL CLASS		20.00			
		COURT PKING		5.00			
		COURT PKING		8.00			
		COURT PKING		5.00			
		COURT PKING		5.00			
		COURT PKING		5.00			
		COURT PKING		12.00			
		COURT PKING		10.00			
		VENDOR SHOW PKING		18.00			
594957.001 2							
78530	UNUM Life Ins Co of America APRIL S&A/LIFE INS 101-101-719-000 101-171-719-000 101-191-719-000 101-215-719-000 101-228-719-000 101-247-719-000 101-253-719-000 101-265-719-000 101-301-719-000 101-325-719-000 101-329-719-000 101-336-719-000 101-370-719-000 101-691-719-000 101-692-719-000 101-715-719-000	03/14/2017 CTowles	03/24/2017	10,688.82	10,688.82	Open	N 03/24/2017
		APRIL LIFE INS		19.20			
		APRIL S&A/LIFE INS		222.96			
		APRIL S&A/LIFE INS		69.67			
		APRIL S&A/LIFE INS		570.53			
		APRIL S&A/LIFE INS		333.02			
		APRIL S&A/LIFE INS		180.12			
		APRIL S&A/LIFE INS		405.68			
		APRIL S&A/LIFE INS		716.23			
		APRIL S&A/LIFE INS		4,374.79			
		APRIL S&A/LIFE INS		816.49			
		APRIL S&A/LIFE INS		175.66			
		APRIL S&A/LIFE INS		72.10			
		APRIL S&A/LIFE INS		513.92			
		APRIL S&A/LIFE INS		389.08			
		APRIL S&A/LIFE INS		172.88			
		APRIL S&A/LIFE INS		94.28			

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	GL Distribution						
	101-900-719-000	APRIL LIFE INS		14.40			
	247-000-719-000	APRIL S&A/LIFE INS		218.71			
	250-000-719-000	APRIL S&A/LIFE INS		78.10			
	592-536-719-000	APRIL S&A/LIFE INS		1,251.00			
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BUDD 78544	Chase Card Services VISA STMT	03/08/2017 CTowles	03/24/2017	100.00	100.00	Open	N 03/24/2017
	101-253-810-000	BUDD 2017 MMTA MEMBERSHIP DUES		50.00			
	101-253-810-000	BELLINGHAM 2017 MMTA MEMBERSHIP DUES		50.00			
<hr/>							
J WRIGHT 78545*	Chase Card Services VISA	03/08/2017 CTowles	03/24/2017	135.04	135.04	Open	N 03/24/2017
	101-718-740-000	RETD TANK KIT		(34.99)			
	101-718-740-000	TAPE/FISHING LINE		5.98			
	101-691-742-000	DADDY DAUGHTER DANCE SUPPLIES		103.73			
	101-691-742-000	OPEN SCRAPBOOKING PIZZA/POP		26.07			
	101-691-933-000	DUPLICATOR INK		34.25			
<hr/>							
RANKIN 78546	Chase Card Services VISA	03/08/2017 CTowles	03/24/2017	285.92	285.92	Open	N 03/24/2017
	101-228-956-000	CABLES 2 GO		95.99			
	101-228-817-000	TWP PHONE APP MONTHLY FEE		57.00			
	592-536-740-000	7 PHONE OTTER BOXES		132.93			
<hr/>							
JORDAN 78547	Chase Card Services VISA	03/08/2017 CTowles	03/24/2017	766.96	766.96	Open	N 03/24/2017
	101-692-742-000	LEOS CONEY-REPAID BY LYNETTE		26.09			
	101-692-742-000	VOLUNTEER LUNCHEON GIFTS		466.45			
	101-692-743-000	THE HENRY FORD TRIP		200.00			
	101-692-742-000	VOLUNTEER LUNCHEON GIFTS		40.52			
	101-692-742-000	VOLUNTEER LUNCHEON INVITES		33.90			
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MCCRACKEN 78548	Chase Card Services VISA	03/08/2017 CTowles	03/24/2017	154.93	154.93	Open	N 03/24/2017
	101-715-740-000	WINDOWS EMULATOR SOFTWARE UPGRADE		49.99			
	101-715-740-000	APPLE APPS DEVELOPER MEMBERSHIP		104.94			
<hr/>							
BESSON 78549	Chase Card Services VISA	03/08/2017 CTowles	03/24/2017	751.95	751.95	Open	N 03/24/2017
	101-336-956-000	MCINALLY/BELL VENDOR SHOW		40.00			
	101-336-740-000	RESCUE TOOLS-VEHICLE EXTRICATION		631.96			
	101-336-740-000	POWER POINTER		79.99			
<hr/>							
L WRIGHT 78550	Chase Card Services VISA	03/08/2017 CTowles	03/24/2017	(185.88)	(185.88)	Open	N 03/24/2017
	101-215-861-000	CANADIAN EXCHANGE RATE CREDIT		(185.88)			

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L WRIGHT								
78551	Chase Card Services VISA 101-101-956-000 101-215-956-000	03/08/2017 CTowles YPSILANTI GOV-REPAID BY LEON SHUTTLE/MEAL-REPAID BY LEON	03/24/2017	157.90 27.00 130.90	157.90	Open	N 03/24/2017	
LAURAIN								
78552	Chase Card Services VISA 101-301-861-000 101-301-861-000 101-301-861-000 101-301-861-000 101-301-956-000 101-301-727-000 101-301-956-000	03/08/2017 CTowles LAURAIN, J WRIGHT, KEELE MACP CONF MEAL LAURAIN 2/7-9 MACP CONFERENCE LODGING J WRIGHT 2/7-9 MACP CONFERENCE LODGING LAURAIN, J WRIGHT FBI MEETING LUNCH CUSTOM BADGE PLAQUE FOR LOBBY KEYBOARD LAURAIN, J WRIGHT MMRMA CONF LUNCH	03/24/2017	2,469.50 595.26 626.55 626.55 48.02 349.95 134.99 88.18	2,469.50	Open	N 03/24/2017	
DALLOS								
78553	Chase Card Services VISA 250-000-900-000	03/08/2017 CTowles FACEBOOK ADS	03/24/2017	14.99 14.99	14.99	Open	N 03/24/2017	
MCNAMARA								
78554	Chase Card Services VISA 101-101-956-000 101-101-956-000 101-101-956-000 101-101-956-000 101-101-956-000	03/08/2017 CTowles MCNAMARA, SELMAN WC MNTL HLTH BRD LUNCH FIRE DD INTERVIEW PANEL LUNCH FIRE DD INTERVIEW PANEL BKFAST MCNAMARA, SELAMN, STATE REP LUNCH TRUSTEES GUIDE TO TWP GOVT BOOK	03/24/2017	273.80 57.48 98.74 31.64 45.94 40.00	273.80	Open	N 03/24/2017	
12 700405 0001								
78531	Vision Service Plan APRIL VISION INS 101-101-719-000 101-171-719-000 101-191-719-000 101-215-719-000 101-228-719-000 101-247-719-000 101-253-719-000 101-265-719-000 101-301-719-000 101-325-719-000 101-329-719-000 101-370-719-000 101-691-719-000 101-692-719-000 101-715-719-000 247-000-719-000 250-000-719-000	03/17/2017 CTowles APRIL VISION INS APRIL VISION INS	03/24/2017	2,323.60 59.36 62.32 25.52 102.08 48.08 51.04 87.84 135.92 912.80 184.00 51.04 113.36 102.08 36.80 25.52 36.80 11.28	2,323.60	2,323.60	Open	N 03/24/2017

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	592-536-719-000	APRIL VISION INS		277.76			
288894							
78535	Wayne County Dept. Environment	02/28/2017	03/24/2017	42,094.17	42,094.17	Open	N
	SRF BOND PAYMENTS	CTowles					03/24/2017
	592-537-995-000	2005 DR SRF PRIMARY TANK LOAN INTEREST		319.73			
	592-537-995-000	2008 D REVENUE BOND INTEREST		624.85			
	592-537-995-000	2008 A REVENUE BOND INTEREST		1,627.33			
	592-537-995-000	2008 B REVENUE BOND INTEREST		1,927.62			
	592-537-995-000	2008 C REVENUE BOND INTEREST		647.14			
	592-000-300-039	2008 B REVENUE BOND PRINCIPAL		9,405.00			
	592-000-300-040	2008 C REVENUE BOND PRINCIPAL		3,420.00			
	592-000-300-043	2011 DR TREATMENT PLANT IMP BOND PRIN		9,918.00			
	592-537-995-000	2011 DR TREATMENT PLANT IMP BOND INT		2,566.48			
	592-000-300-044	2013 DR SRF BOND PRINCIPAL		8,550.00			
	592-537-995-000	2013 DR SRF BOND INTEREST		1,710.44			
	592-537-995-000	2018 DR SRF BOND INTEREST		1,377.58			
# of Invoices:	25	# Due:	25	Totals:	267,562.66	267,562.66	
# of Credit Memos:	1	# Due:	1	Totals:	(185.88)	(185.88)	
Net of Invoices and Credit Memos:					267,376.78	267,376.78	
* 1 Net Invoices have Credits Totalling:					(34.99)		

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
	101 - General Fund			193,922.20	193,922.20		
	247 - DDA Fund			6,846.72	6,846.72		
	250 - Museum Fund			1,018.28	1,018.28		
	592 - Water/Sewer Fund			65,589.58	65,589.58		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 -			39,158.00	39,158.00		
	101 - Township Board			2,345.09	2,345.09		
	171 - Supervisor Department			2,695.08	2,695.08		
	191 - Election Department			1,625.15	1,625.15		
	215 - Clerk Department			4,690.34	4,690.34		
	228 - IT Department			5,406.56	5,406.56		
	247 - Assessing Department			5,269.51	5,269.51		
	253 - Treasurer Department			5,735.94	5,735.94		
	265 - Building & Grounds			9,355.02	9,355.02		
	301 - Police Department			71,269.52	71,269.52		
	325 - Dispatch			8,384.33	8,384.33		
	329 - Ordinance Enforcement			4,313.41	4,313.41		
	336 - Fire Department			5,078.90	5,078.90		
	370 - Building/Planning Dept.			9,575.22	9,575.22		
	450 - Public Services			18,713.54	18,713.54		
	536 - Water Department			23,418.13	23,418.13		
	537 - Sewer Department			10,878.45	10,878.45		
	691 - Recreation Dept			6,585.20	6,585.20		
	692 - Seniors Dept			3,452.29	3,452.29		
	715 - Cable Dept			274.73	274.73		
	718 - Park & Lake Dept			101.19	101.19		
	900 - Insurance			29,051.18	29,051.18		

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP
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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
BOND							
78704	14-A2 District Court BOND JIMMICA LEEAN TAYLOR 760-000-299-000	03/28/2017 CTowles	03/30/2017	1,036.00	1,036.00	Open	N 03/30/2017
	BOND JIMMICA LEEAN TAYLOR			1,036.00			
33798-33803							
78710	AmeraPlan Reimbursable EMPLOYEE HRA 101-171-719-000 101-301-719-000 101-336-719-000 101-691-719-000	03/20/2017 CTowles	03/30/2017	470.40	470.40	Open	N 03/30/2017
	EMPLOYEE HRA			258.00			
	EMPLOYEE HRA			92.50			
	EMPLOYEE HRA			20.00			
	EMPLOYEE HRA			99.90			
10401-10442							
78711	AmeraPlan Reimbursable EMPLOYEE HRA 101-101-719-000 101-215-719-000 101-265-719-000 101-301-719-000 101-325-719-000 101-370-719-000 101-692-719-000 247-000-719-000 592-536-719-000	03/10/2017 CTowles	03/30/2017	4,505.99	4,505.99	Open	N 03/30/2017
	EMPLOYEE HRA			254.52			
	EMPLOYEE HRA			124.51			
	EMPLOYEE HRA			20.00			
	EMPLOYEE HRA			1,316.77			
	EMPLOYEE HRA			353.55			
	EMPLOYEE HRA			350.81			
	EMPLOYEE HRA			309.26			
	EMPLOYEE HRA			211.13			
	EMPLOYEE HRA			1,565.44			
7346974105							
78696	AT&T 2.16-3.15 697-4105 250-000-850-000	03/16/2017 CTowles	03/30/2017	68.31	68.31	Open	N 03/30/2017
	2.16-3.15 697-4105			68.31			
7346974653							
78697	AT&T 3.16-4.15 697-4653 101-265-850-000	03/16/2017 CTowles	03/30/2017	469.36	469.36	Open	N 03/30/2017
	3.16-4.15 697-4653			469.36			
7346977835							
78698	AT&T 3.16-4.15 697-7835 250-000-850-000	03/16/2017 CTowles	03/30/2017	69.61	69.61	Open	N 03/30/2017
	3.16-4.15 697-7835			69.61			
7346995213							
78699	AT&T 3.16-4.15 699-5213 101-265-850-000	03/16/2017 CTowles	03/30/2017	78.23	78.23	Open	N 03/30/2017
	3.16-4.15 699-5213			78.23			
7346996075							
78700	AT&T 3.16-4.15 699-6075 101-265-850-000	03/16/2017 CTowles	03/30/2017	948.27	948.27	Open	N 03/30/2017
	3.16-4.15 699-6075			948.27			

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7346996323 78701	AT&T 3.16-4.15 699-6323 101-265-850-000	03/16/2017 CTowles 3.16-4.15 699-6323	03/30/2017	234.68 234.68	234.68	Open	N 03/30/2017
8310006514363 78694	AT&T 2.19-3.18 FIRE STA 2 ROUTER 101-265-850-000	03/19/2017 CTowles 2.19-3.18 FIRE STA 2 ROUTER	03/30/2017	710.48 710.48	710.48	Open	N 03/30/2017
152636557 78695	AT&T 2.14-3.13 MUSEUM INTERNET & PHONE 250-000-850-000	03/13/2017 CTowles 2.14-3.13 MUSEUM INTERNET & PHONE	03/30/2017	131.57 131.57	131.57	Open	N 03/30/2017
65387 78702	COMCAST 4.2-5.1 VIDEO ARRAIGNMENT LINE 101-301-850-000	03/19/2017 CTowles 4.2-5.1 VIDEO ARRAIGNMENT LINE	03/30/2017	144.85 144.85	144.85	Open	N 03/30/2017
80558 78703	COMCAST 3.26-4.25 CABLE BOX FEE 101-336-920-000	03/17/2017 CTowles 3.26-4.25 CABLE BOX FEE	03/30/2017	19.06 19.06	19.06	Open	N 03/30/2017
466787400046 78712	DTE ENERGY 2.28-3.28 46270 AYRES 101-718-920-000	03/30/2017 CTowles 2.28-3.28 46270 AYRES	03/30/2017	462.82 462.82	462.82	Open	N 03/30/2017
334232800220 78713	DTE ENERGY 2.23-3.23 10200 BECK 101-691-920-000	03/30/2017 CTowles 2.23-3.23 10200 BECK	03/30/2017	25.59 25.59	25.59	Open	N 03/30/2017
334232800105 78714	DTE ENERGY 2.23-3.23 11972 BECKLEY 592-536-920-000	03/30/2017 CTowles 2.23-3.23 11972 BECKLEY	03/30/2017	251.56 251.56	251.56	Open	N 03/30/2017
334232800295 78715	DTE ENERGY 2.16-3.16 15992 BROOKSIDE 592-536-920-000	03/30/2017 CTowles 2.16-3.16 15992 BROOKSIDE	03/30/2017	105.42 105.42	105.42	Open	N 03/30/2017
322186500045 78716	DTE ENERGY 2.28-3.28 49475 EDISON 101-718-920-000	03/30/2017 CTowles 2.28-3.28 49475 EDISON	03/30/2017	442.16 442.16	442.16	Open	N 03/30/2017
322186500011 78717	DTE ENERGY 2.28-3.28 49585 EDISON 101-718-920-000	03/30/2017 CTowles 2.28-3.28 49585 EDISON	03/30/2017	13.40 13.40	13.40	Open	N 03/30/2017

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334232800162 78718	DTE ENERGY 2.28-3.28 50075 EDISON 101-718-920-000	03/30/2017 CTowles 2.28-3.28 50075 EDISON	03/30/2017	13.40 13.40	13.40	Open	N 03/30/2017
295163000082 78719	DTE ENERGY 2.28-3.28 50655 EDISON 101-718-920-000	03/30/2017 CTowles 2.28-3.28 50655 EDISON	03/30/2017	13.40 13.40	13.40	Open	N 03/30/2017
334232800238 78720	DTE ENERGY 2.28-3.28 50745 EDISON 101-718-920-000	03/30/2017 CTowles 2.28-3.28 50745 EDISON	03/30/2017	15.78 15.78	15.78	Open	N 03/30/2017
295163000157 78721	DTE ENERGY 2.27-3.27 39895 EXPWAY 592-536-920-000	03/30/2017 CTowles 2.27-3.27 39895 EXPWAY	03/30/2017	21.76 21.76	21.76	Open	N 03/30/2017
295163000090 78722	DTE ENERGY 2.28-3.28 50901 EXPWAY 101-718-920-000	03/30/2017 CTowles 2.28-3.28 50901 EXPWAY	03/30/2017	194.40 194.40	194.40	Open	N 03/30/2017
295163000041 78723	DTE ENERGY 2.21-3.21 128 4TH 101-265-920-000	03/30/2017 CTowles 2.21-3.21 128 4TH	03/30/2017	231.14 231.14	231.14	Open	N 03/30/2017
334232800170 78724	DTE ENERGY 2.21-3.21 130 4TH 101-265-920-000	03/30/2017 CTowles 2.21-3.21 130 4TH	03/30/2017	94.42 94.42	94.42	Open	N 03/30/2017
334232800014 78725	DTE ENERGY 2.27-3.27 14200 HAGGERTY 592-536-920-000	03/30/2017 CTowles 2.27-3.27 14200 HAGGERTY	03/30/2017	136.18 136.18	136.18	Open	N 03/30/2017
295163000322 78726	DTE ENERGY 2.14-3.14 17395 HAGGERTY 592-536-920-000	03/30/2017 CTowles 2.14-3.14 17395 HAGGERTY	03/30/2017	301.50 301.50	301.50	Open	N 03/30/2017
466787400061 78727	DTE ENERGY 2.23-3.22 45400 HARMONY 592-536-920-000	03/30/2017 CTowles 2.23-3.22 45400 HARMONY	03/30/2017	54.03 54.03	54.03	Open	N 03/30/2017
334232800113 78728	DTE ENERGY 2.23-3.23 45400 HARMONY 592-536-920-000	03/30/2017 CTowles 2.23-3.23 45400 HARMONY	03/30/2017	182.91 182.91	182.91	Open	N 03/30/2017

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322186500037 78729	DTE ENERGY 2.24-3.27 45400 HULL 101-336-920-000	03/30/2017 CTowles 2.24-3.27 45400 HULL	03/30/2017	3,498.43 3,498.43	3,498.43	Open	N 03/30/2017
334233300030 78730	DTE ENERGY 2.15-3.15 8145 JEREMY 592-536-920-000	03/30/2017 CTowles 2.15-3.15 8145 JEREMY	03/30/2017	223.60 223.60	223.60	Open	N 03/30/2017
295163000066 78731	DTE ENERGY 2.21-3.21 405 MAIN 250-000-920-000	03/30/2017 CTowles 2.21-3.21 405 MAIN	03/30/2017	254.64 254.64	254.64	Open	N 03/30/2017
334232800196 78732	DTE ENERGY 2.21-3.21 405 MAIN 250-000-920-000	03/30/2017 CTowles 2.21-3.21 405 MAIN	03/30/2017	86.54 86.54	86.54	Open	N 03/30/2017
466787400079 78733	DTE ENERGY 2.23-3.23 47555 N SHORE 592-536-920-000	03/30/2017 CTowles 2.23-3.23 47555 N SHORE	03/30/2017	32.94 32.94	32.94	Open	N 03/30/2017
334232800030 78734	DTE ENERGY 2.23-3.23 47555 N SHORE 592-536-920-000	03/30/2017 CTowles 2.23-3.23 47555 N SHORE	03/30/2017	80.32 80.32	80.32	Open	N 03/30/2017
295163000249 78735	DTE ENERGY 2.23-3.23 51372 OLD RAWSONVILLE 592-536-920-000	03/30/2017 CTowles 2.23-3.23 51372 OLD RAWSONVILLE	03/30/2017	396.41 396.41	396.41	Open	N 03/30/2017
466787400095 78736	DTE ENERGY 2.15-3.15 9297 PARKWOOD 592-536-920-000	03/30/2017 CTowles 2.15-3.15 9297 PARKWOOD	03/30/2017	155.91 155.91	155.91	Open	N 03/30/2017
466787400020 78737	DTE ENERGY 2.23-3.23 12095 QUIRK 247-000-920-000	03/30/2017 CTowles 2.23-3.23 12095 QUIRK	03/30/2017	18.06 18.06	18.06	Open	N 03/30/2017
334232800089 78738	DTE ENERGY 2.28-3.28 2457 RAWSONVILLE 592-536-920-000	03/30/2017 CTowles 2.28-3.28 2457 RAWSONVILLE	03/30/2017	182.91 182.91	182.91	Open	N 03/30/2017
334232800154 78739	DTE ENERGY 2.23-3.23 12302 RYZNAR 592-536-920-000	03/30/2017 CTowles 2.23-3.23 12302 RYZNAR	03/30/2017	102.03 102.03	102.03	Open	N 03/30/2017

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295163000330 78740	DTE ENERGY 2.23-3.22 46293 TYLER 592-536-920-000	03/30/2017 CTowles 2.23-3.22 46293 TYLER	03/30/2017	27.39 27.39	27.39	Open	N 03/30/2017
295163000017 78741	DTE ENERGY 2.23-3.23 46421 TYLER 101-691-920-000	03/30/2017 CTowles 2.23-3.23 46421 TYLER	03/30/2017	41.72 41.72	41.72	Open	N 03/30/2017
466787400012 78742	DTE ENERGY 2.28-3.28 46425 TYLER 101-265-920-000	03/30/2017 CTowles 2.28-3.28 46425 TYLER	03/30/2017	1,573.13 1,573.13	1,573.13	Open	N 03/30/2017
466787400012 78743	DTE ENERGY 2.28-3.28 50335 EDISON 101-718-920-000	03/30/2017 CTowles 2.28-3.28 50335 EDISON	03/30/2017	178.49 178.49	178.49	Open	N 03/30/2017
334233300022 78744	DTE ENERGY 2.23-3.23 46425 TYLER 592-536-920-000	03/30/2017 CTowles 2.23-3.23 46425 TYLER	03/30/2017	539.54 539.54	539.54	Open	N 03/30/2017
334233300014 78745	DTE ENERGY 2.23-3.23 46425 TYLER 592-536-920-000	03/30/2017 CTowles 2.23-3.23 46425 TYLER	03/30/2017	539.31 539.31	539.31	Open	N 03/30/2017
295163000074 78746	DTE ENERGY 2.23-3.23 46805 TYLER 592-536-920-000	03/30/2017 CTowles 2.23-3.23 46805 TYLER	03/30/2017	293.39 293.39	293.39	Open	N 03/30/2017
295163000181 78747	DTE ENERGY 2.23-3.23 46805 TYLER 592-536-920-000	03/30/2017 CTowles 2.23-3.23 46805 TYLER	03/30/2017	931.27 931.27	931.27	Open	N 03/30/2017
295163000173 78748	DTE ENERGY 2.27-3.27 39605 WABASH 592-536-920-000	03/30/2017 CTowles 2.27-3.27 39605 WABASH	03/30/2017	978.52 978.52	978.52	Open	N 03/30/2017
334233300048 78749	DTE ENERGY 2.22-3.22 EMERGENCY SIRENS 101-265-920-000	03/30/2017 CTowles 2.22-3.22 EMERGENCY SIRENS	03/30/2017	309.40 309.40	309.40	Open	N 03/30/2017
13571 78706	FAST FLYERS DELIVER 8500 LAKE LEDGERS 101-691-900-000	03/24/2017 CTowles DELIVER 8500 LAKE LEDGERS	03/30/2017	1,147.50 1,147.50	1,147.50	Open	N 03/30/2017

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5473785177001867							
78708	Fifth Third Bank MARCH STMT 247-000-740-000	03/15/2017 CTowles	03/30/2017	266.05	266.05	Open	N 03/30/2017
	101-370-740-000	CUISINART COFFEE CENTER 1/3 COST		56.53			
	101-265-740-000	CUISINART COFFEE CENTER 1/3 COST		56.53			
	247-000-956-000	SOPHIA ZOLLER RECOGNITION AWARD		96.46			
17010							
78705	GASPER RECYCLING & CONTRACTING DEMOLITION 1050 SAVAGE ROAD 279-370-941-009	03/31/2017 CTowles	03/30/2017	6,300.00	6,300.00	Open	N 03/30/2017
		DEMOLITION 1050 SAVAGE ROAD		6,300.00			
D17021005							
78707	MI Municipal Risk Management Author ELE FEB 46425 TYLER 101-265-920-000	03/15/2017 CTowles	03/30/2017	4,376.15	4,376.15	Open	N 03/30/2017
		ELE FEB 46425 TYLER		4,376.15			
DR							
78709	Wayne County Department of Public S FEB DR SEWAGE 592-537-924-000	03/22/2017 CTowles	03/30/2017	7,871.66	7,871.66	Open	N 03/30/2017
		FEB DR SEWAGE		7,871.66			
# of Invoices:	56	# Due:	56	Totals:	41,851.99	41,851.99	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				41,851.99	41,851.99		

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Inv Ref#	Description	Entered By					Post Date
GL Distribution							
--- TOTALS BY FUND ---							
	101 - General Fund			18,549.14	18,549.14		
	247 - DDA Fund			382.18	382.18		
	250 - Museum Fund			610.67	610.67		
	279 - CDBG Fund			6,300.00	6,300.00		
	592 - Water/Sewer Fund			14,974.00	14,974.00		
	760 - Court Fund			1,036.00	1,036.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 -			2,028.85	2,028.85		
	101 - Township Board			254.52	254.52		
	171 - Supervisor Department			258.00	258.00		
	215 - Clerk Department			124.51	124.51		
	265 - Building & Grounds			9,101.79	9,101.79		
	301 - Police Department			1,554.12	1,554.12		
	325 - Dispatch			353.55	353.55		
	336 - Fire Department			3,537.49	3,537.49		
	370 - Building/Planning Dept.			6,707.34	6,707.34		
	536 - Water Department			7,102.34	7,102.34		
	537 - Sewer Department			7,871.66	7,871.66		
	691 - Recreation Dept			1,314.71	1,314.71		
	692 - Seniors Dept			309.26	309.26		
	718 - Park & Lake Dept			1,333.85	1,333.85		

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204900 78565	ALLSTAR ALARM LLC ONE FIRE RADIO/GRAY FIRE DOOR RECR 101-265-931-000 101-265-931-000	CTowles CTowles	03/10/2017 04/04/2017	611.80 456.00 155.80	611.80	Open	N 04/04/2017
65087 78670	Allie Brothers KEN TONEY UNIFORM REPLACEMENT 101-301-741-000 101-301-741-000 101-301-741-000	CTowles CTowles	03/22/2017 04/04/2017	208.95 93.98 99.98 14.99	208.95	Open	N 04/04/2017
1080060105 78564	AMERICAN INTERIORS 3 STACKING CHAIRS-TREASURER OFFICE 101-265-970-000	CTowles CTowles	03/07/2017 04/04/2017	810.44 810.44	810.44	Open	N 04/04/2017
1000724827 78563	MLive Media Group ADVERTISING/HELP WANTED 101-370-900-000 592-536-900-000	CTowles CTowles	02/28/2017 04/04/2017	403.65 183.65 220.00	403.65	Open	N 04/04/2017
92937 78561	Ann Arbor Welding Supply REFILL CYLINDERS 101-336-740-000	CTowles CTowles	03/18/2017 04/04/2017	5.83 5.83	5.83	Open	N 04/04/2017
43313 78664	ASSOCIATED NEWSPAPERS OF MI SENIOR SPECIALIST JOB POSTING 101-692-900-000	CTowles CTowles	03/22/2017 04/04/2017	162.00 162.00	162.00	Open	N 04/04/2017
182897 78562	Atchinson Ford Sales, Inc 135 TIE ROD/ALIGN 101-301-860-000	CTowles CTowles	03/15/2017 04/04/2017	157.21 157.21	157.21	Open	N 04/04/2017
PLNG 78660	Medina Atchinson 2.22, 3.22 PLNG MTGS 101-370-818-000	CTowles CTowles	03/22/2017 04/04/2017	50.00 50.00	50.00	Open	N 04/04/2017
MI687556 78662	AT&T 3.31-4.30 TELEPHONE SYSTEM MAINT 101-265-933-000	CTowles CTowles	03/17/2017 04/04/2017	866.24 866.24	866.24	Open	N 04/04/2017
45250 78567	Belleville Area Independent 3/7 BRD MTG MIN 101-248-900-000	CTowles CTowles	03/15/2017 04/04/2017	121.25 121.25	121.25	Open	N 04/04/2017

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45254 78568	Belleville Area Independent PROHIBIT COAL TAR USE ORD 3.7.17 101-248-900-000	03/15/2017 CTowles PROHIBIT COAL TAR USE ORD 3.7.17	04/04/2017	116.25 116.25	116.25	Open	N 04/04/2017
45196 78571	Belleville Area Independent WATER WORKER 1 JOB POSTING 592-536-900-000	03/01/2017 CTowles WATER WORKER 1 JOB POSTING	04/04/2017	150.00 150.00	150.00	Open	N 04/04/2017
45286 78572	Belleville Area Independent PLNG COM PH 40631 ALDEN 101-370-900-000	03/22/2017 CTowles PLNG COM PH 40631 ALDEN	04/04/2017	60.00 60.00	60.00	Open	N 04/04/2017
45287 78573	Belleville Area Independent PLNG COM PH ZONING ORDINANCE 101-370-900-000	03/22/2017 CTowles PLNG COM PH ZONING ORDINANCE	04/04/2017	45.00 45.00	45.00	Open	N 04/04/2017
45288 78574	Belleville Area Independent NOTICE OF ORDINANCE ADOPTION/POSTI 101-248-900-000	03/22/2017 CTowles NOTICE OF ORDINANCE ADOPTION/POSTING	04/04/2017	40.00 40.00	40.00	Open	N 04/04/2017
45299 78575	Belleville Area Independent VEHICLE AUCTION AD 101-000-629-000	03/22/2017 CTowles VEHICLE AUCTION AD	04/04/2017	120.00 120.00	120.00	Open	N 04/04/2017
UTILITY 78566	City Of Belleville WS 2.11-3.10 405 MAIN 250-000-920-000	03/10/2017 CTowles WS 2.11-3.10 405 MAIN	04/04/2017	16.42 16.42	16.42	Open	N 04/04/2017
82443082 78671	Bound Tree Medical LLC AIRWAY/SUCTION BATTERY/GLOVES 101-336-740-000	03/22/2017 CTowles AIRWAY/SUCTION BATTERY/GLOVES	04/04/2017	330.38 330.38	330.38	Open	N 04/04/2017
PLNG 78658	Donald Boynton 2.22 PLNG MTG 101-370-818-000	02/22/2017 CTowles 2.22 PLNG MTG	04/04/2017	25.00 25.00	25.00	Open	N 04/04/2017
ENV 78556	DAVID BROWNLEE 2.15, 3.15 ENV MTGS 101-370-818-000	03/15/2017 CTowles 2.15, 3.15 ENV MTGS	04/04/2017	60.00 60.00	60.00	Open	N 04/04/2017
GBC6941 78578	CDW Government HP OFFICE JET PRINTER 101-336-740-000	11/18/2016 CTowles HP OFFICE JET PRINTER	04/04/2017	199.00 199.00	199.00	Open	N 04/04/2017

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
GZB1207 78579	CDW Government TONER FOR RICOH 5200 RECORDS 101-301-958-000 TONER	02/23/2017 CTowles	04/04/2017	243.70 243.70	243.70	Open	N 04/04/2017
GZL2281 78580	CDW Government LICENSE SWIPE & TICKET PRINTER COR 101-301-958-000 MAGTEK LICENSE SWIPE 101-301-958-000 RW420 PRINTER POWER CORD	02/24/2017 CTowles	04/04/2017	409.36 189.52 219.84	409.36	Open	N 04/04/2017
GZH2364 78581	CDW Government LICENSE SWIPE & TICKET PRINTER COR 101-301-958-000 MAGTEK LICENSE SWIPE	02/23/2017 CTowles	04/04/2017	47.38 47.38	47.38	Open	N 04/04/2017
161227 78570	Chapp & Bushey Oil Co. FUEL 101-301-860-001 FUEL 101-336-860-001 FUEL 592-536-751-000 FUEL 101-265-860-000 FUEL 101-692-860-000 FUEL 101-718-860-000 FUEL 101-171-860-000 FUEL	03/07/2017 CTowles	04/04/2017	4,841.38 3,108.16 222.70 764.94 271.12 280.80 135.56 58.10	4,841.38	Open	N 04/04/2017
1613807 78672	Chapp & Bushey Oil Co. FIRE STA 1 GENERATOR FUEL 101-265-860-000 FIRE STA 1 GENERATOR FUEL	03/15/2017 CTowles	04/04/2017	632.46 632.46	632.46	Open	N 04/04/2017
161382 78673	Chapp & Bushey Oil Co. TWP GENERATOR FUEL 101-265-860-000 TWP GENERATOR FUEL	03/15/2017 CTowles	04/04/2017	632.46 632.46	632.46	Open	N 04/04/2017
161381 78674	Chapp & Bushey Oil Co. FIRE STA 2 GENERATOR FUEL 101-265-860-000 FIRE STA 2 GENERATOR FUEL	03/10/2017 CTowles	04/04/2017	1,404.09 1,404.09	1,404.09	Open	N 04/04/2017
697978 78577	CLARK HILL PLC FEB LDFA LEGAL SVS 251-000-802-000 FEB LDFA LEGAL SVS	03/08/2017 CTowles	04/04/2017	447.00 447.00	447.00	Open	N 04/04/2017
REGISTRATION/DUES							
78665	Code Officials Conference MI FIELDS: CONFERENCE/DUES 101-370-861-000 FIELDS: 5.8-11 CONFERENCE REGISTRATION 101-370-810-000 FIELDS: DUES	03/27/2017 CTowles	04/04/2017	205.00 165.00 40.00	205.00	Open	N 04/04/2017

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RENEWAL							
78569	Crains Detroit Business MCNAMARA ANNUAL SUBSCRIPTION 101-171-810-000	03/17/2017 CTowles MCNAMARA ANNUAL SUBSCRIPTION	04/04/2017	59.00 59.00	59.00	Open	N 04/04/2017
236109 78675	CUMMINGS, MCCLOREY, DAVIS & ACHO FEB LEGAL SVS 101-210-801-000 592-536-801-002	03/20/2017 CTowles FEB LEGAL SVS FEB LEGAL SVS	04/04/2017	1,104.10 783.91 320.19	1,104.10	Open	N 04/04/2017
10154292047 78582	Dell Marketing LP LAPTOP CAR CHARGERS 592-536-740-000	03/16/2017 CTowles DELL AUTO AIR DC ADAPTER - 90 WATTS	04/04/2017	149.98 149.98	149.98	Open	N 04/04/2017
10155676104 78583	Dell Marketing LP DELL EQUALLOGIC DISK STORAGE ARRAY 101-228-970-000	03/15/2017 CTowles DELL EQUALLOGIC DISK STORAGE ARRAY	04/04/2017	14,851.32 14,851.32	14,851.32	Open	N 04/04/2017
S1-046667 78584	Electronic Security Systems PROGRAM READER-TREAS VAULT 101-265-931-000	03/14/2017 CTowles PROGRAM READER-TREAS VAULT	04/04/2017	332.00 332.00	332.00	Open	N 04/04/2017
ENV 78560	KESS EMEKPE 3.15 ENV MTG 101-370-818-000	03/15/2017 CTowles 3.15 ENV MTG	04/04/2017	25.00 25.00	25.00	Open	N 04/04/2017
14682 78585	EMERGENCY VEHICLE SERVICES INC SCBA REFILL CONNECTION ADAPTERS 101-336-933-000	10/19/2016 CTowles SCBA REFILL CONNECTION ADAPTERS	04/04/2017	50.00 50.00	50.00	Open	N 04/04/2017
S102121535.001 78586	ETNA SUPPLY COMPANY MUELLER H10300-08 CURB BOX #13563 592-536-740-000	03/07/2017 CTowles MUELLER H10300-08 CURB BOX #13563	04/04/2017	2,168.50 2,168.50	2,168.50	Open	N 04/04/2017
14508 78676	FERGUSON WATERWORKS 3" COMPOUND METER WITH GASKETS/REA 592-536-970-003	03/16/2017 CTowles 3" COMPOUND MTR/GASKETS/READER	04/04/2017	2,114.10 2,114.10	2,114.10	Open	N 04/04/2017
14508 78677	FERGUSON WATERWORKS 3" COMPOUND METER & GASKETS/READER 592-536-970-003	03/16/2017 CTowles 3" COMPOUND METER & GASKETS/READER	04/04/2017	2,130.10 2,130.10	2,130.10	Open	N 04/04/2017
16560 78588	Fire Service Management CLEAN/REPAIR TURN-OUT GEAR	03/07/2017 CTowles	04/04/2017	419.00	419.00	Open	N 04/04/2017

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	101-336-933-000	CLEAN/REPAIR TURN-OUT GEAR		419.00			
PLAN REVIEWS							
78589	Matthew Forster PLAN REVIEWS 101-370-819-000	03/22/2017 CTowles PLAN REVIEWS	04/04/2017	1,251.94 1,251.94	1,251.94	Open	N 04/04/2017
ASSESSOR							
78587	Frischman Appraisal & Consulting INDEPENDENT CONTRACTOR-ASSESSING 101-247-819-000	03/17/2017 CTowles INDEPENDENT CONTRACTOR-ASSESSING	04/04/2017	3,333.00 3,333.00	3,333.00	Open	N 04/04/2017
92746							
78592	Gen Power Products PM ON GENERATOR FOR FIRE STATION # 101-265-933-000	02/28/2017 CTowles PM HOSES ON GENERATOR/STATION #1	04/04/2017	1,223.78 1,223.78	1,223.78	Open	N 04/04/2017
ENV							
78558	Anthony Gibson 2.15, 3.15 ENV MTGS 101-370-818-000	03/15/2017 CTowles 2.15, 3.15 ENV MTGS	04/04/2017	50.00 50.00	50.00	Open	N 04/04/2017
300.1511.S							
78590	GREAT LAKES WATER AUTHORITY FEB IWC 592-537-924-000	03/15/2017 CTowles FEB IWC	04/04/2017	548.13 548.13	548.13	Open	N 04/04/2017
9379110696							
78591	GRAINGER NEW FLAG POLE-MAIN PARK 101-265-740-000	03/07/2017 CTowles NEW FLAG POLE-MAIN PARK	04/04/2017	458.75 458.75	458.75	Open	N 04/04/2017
G824287							
78678	HD Supply Waterworks MORTON TAYLOR WTRMN BREAK MATERIAL 592-536-740-000	03/21/2017 CTowles MORTON TAYLOR WTRMN BREAK MATERIALS	04/04/2017	704.67 704.67	704.67	Open	N 04/04/2017
2834							
78593	Huron River Watershed Council STORMWATER ADVISORY GROUP 592-536-802-000	04/01/2017 CTowles STORMWATER ADVISORY GROUP	04/04/2017	693.00 693.00	693.00	Open	N 04/04/2017
3135432							
78594	International Code Council FIELDS MEMBERSHIP DUES 101-370-810-000	03/15/2017 CTowles FIELDS MEMBERSHIP DUES	04/04/2017	135.00 135.00	135.00	Open	N 04/04/2017
1191256SM2							
78595	IPROMOTEU FD,PD,BADGE SIGNS FOR OFFICE 101-301-956-000	03/13/2017 CTowles FD,PD,BADGE SIGNS FOR OFFICE	04/04/2017	273.00 273.00	273.00	Open	N 04/04/2017
426624							
78596	J & T Towing 161 CHANGE TIRE	03/12/2017 CTowles	04/04/2017	45.00	45.00	Open	N 04/04/2017

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	101-301-860-000	161 CHANGE TIRE		45.00			
PLNG 78657	RONALD JACKSON 2.22 PLNG MTG 101-370-818-000	02/22/2017 CTowles 2.22 PLNG MTG	04/04/2017	25.00 25.00	25.00	Open	N 04/04/2017
ENV 78559	Jeffrey Jahr 2.15, 3.15 ENV MTGS 101-370-818-000	03/15/2017 CTowles 2.15, 3.15 ENV MTGS	04/04/2017	50.00 50.00	50.00	Open	N 04/04/2017
1068600 78597	Johnson, Rosati, Schultz & Joppich, FEB LEGAL SVS 101-210-801-000 592-536-801-002	03/10/2017 CTowles FEB LEGAL SVS FEB LEGAL SVS	04/04/2017	2,040.00 1,448.40 591.60	2,040.00	Open	N 04/04/2017
1068602 78598	Johnson, Rosati, Schultz & Joppich, FEB LEGAL SVS 101-210-801-000 592-536-801-002	03/10/2017 CTowles FEB LEGAL SVS FEB LEGAL SVS	04/04/2017	1,740.00 1,235.40 504.60	1,740.00	Open	N 04/04/2017
REIMBURSE 78599	Louis Keele DISPATCHERS LUNCHES 101-325-956-000	03/08/2017 CTowles DISPATCHERS LUNCHES	04/04/2017	23.78 23.78	23.78	Open	N 04/04/2017
PLNG 78661	Bryon Kelley 2.22, 3.22 PLNG MTGS 101-370-818-000	03/22/2017 CTowles 2.22, 3.22 PLNG MTGS	04/04/2017	50.00 50.00	50.00	Open	N 04/04/2017
258751 78601*	KENT COMMUNICATIONS 2017 ASSESSMENT CHANGE NOTICES 101-247-819-000 101-248-728-000	02/23/2017 CTowles 2017 ASSESSMENT CHANGE NOTICES PRINTING 2017 ASSESS CHANGE NOTICES POSTAGE BAL	04/04/2017	1,309.92 1,313.36 (3.44)	1,309.92	Open	N 04/04/2017
AD 78602	Keaton Publications Group A-SOURCE 2 PAGE ADVERTISEMENT 247-000-900-000	03/14/2017 CTowles A-SOURCE 2 PAGE ADVERTISEMENT	04/04/2017	1,550.00 1,550.00	1,550.00	Open	N 04/04/2017
407734 78600	Kitch Drutchas Wagner Valitutti & S FEB LEGAL SVS 101-210-801-000	03/21/2017 CTowles FEB LEGAL SVS	04/04/2017	392.84 392.84	392.84	Open	N 04/04/2017
36239 78603	LIBERTY PLUMBING SUPPLY 5 WRENCH AERATORS 101-265-931-000	03/16/2017 CTowles 5 WRENCH AERATORS	04/04/2017	22.50 22.50	22.50	Open	N 04/04/2017

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409427 78604	LOWER HURON SUPPLY FOAMY SOAP 101-265-740-000	03/16/2017 CTowles FOAMY SOAP	04/04/2017	126.28 126.28	126.28	Open	N 04/04/2017
409481 78605	LOWER HURON SUPPLY CLNRS/SCREENS/URINAL MAT 101-265-740-000	03/17/2017 CTowles CLNRS/SCREENS/URINAL MAT	04/04/2017	156.97 156.97	156.97	Open	N 04/04/2017
408951.1 78606	LOWER HURON SUPPLY FANTASTIK 101-265-740-000	03/22/2017 CTowles FANTASTIK	04/04/2017	60.54 60.54	60.54	Open	N 04/04/2017
409686 78679	LOWER HURON SUPPLY ENDURASTRIP/STRIPPER 101-265-740-000	03/27/2017 CTowles ENDURASTRIP/STRIPPER	04/04/2017	234.79 234.79	234.79	Open	N 04/04/2017
409685 78680	LOWER HURON SUPPLY WAX/SEALER 101-265-740-000	03/27/2017 CTowles WAX/SEALER	04/04/2017	278.79 278.79	278.79	Open	N 04/04/2017
7796, 7808 78682	Marquis Food Service PRISONER MEALS 101-301-862-000	03/24/2017 CTowles PRISONER MEALS	04/04/2017	244.00 244.00	244.00	Open	N 04/04/2017
15843 78681	MAJIK GRAPHICS PRINTED CANVAS WALL HANGINGS-PD LO 101-301-956-000	03/23/2017 CTowles PRINTED CANVAS WALL HANGINGS-PD LOBBY	04/04/2017	410.00 410.00	410.00	Open	N 04/04/2017
21511-3.2.17 78616	McKenna Associates FEB INTERIM PLNG SERVICES 101-370-819-000	03/08/2017 CTowles FEB INTERIM PLNG SERVICES	04/04/2017	3,259.16 3,259.16	3,259.16	Open	N 04/04/2017
21466-3.2.17 78617	McKenna Associates FEB CDGB ADMIN SVS 101-370-821-000	03/08/2017 CTowles FEB CDGB ADMIN SVS	04/04/2017	862.60 862.60	862.60	Open	N 04/04/2017
21429-3.2.17 78618	McKenna Associates FEB ZONING ORDINANCE UPDATES 101-370-823-000	03/08/2017 CTowles FEB ZONING ORDINANCE UPDATES	04/04/2017	780.08 780.08	780.08	Open	N 04/04/2017
ENV 78557	Ronald Merritt II 2.15, 3.15 ENV MTGS 101-370-818-000	03/15/2017 CTowles 2.15, 3.15 ENV MTGS	04/04/2017	50.00 50.00	50.00	Open	N 04/04/2017

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RENEWAL FEE							
78607	State Of Michigan SITE CAMP LICENSE RENEWAL FEE 101-691-742-001	03/21/2017 CTowles SITE CAMP LICENSE RENEWAL FEE	04/04/2017	50.00 50.00	50.00	Open	N 04/04/2017
CD820296073							
78612	State Of Michigan SUMMER CAMP PROGRAM LICENSE RENEWA 101-691-742-001	03/14/2017 CTowles SUMMER CAMP PROGRAM LICENSE RENEWAL FEE	04/04/2017	50.00 50.00	50.00	Open	N 04/04/2017
SPONSORSHIP							
78615	MI Downtown Assoc MDA SPONSORSHIP FUND 247-000-821-000	03/10/2017 CTowles MDA SPONSORSHIP FUND	04/04/2017	1,000.00 1,000.00	1,000.00	Open	N 04/04/2017
15158							
78608	Michigan Municipal League WATER WORKER I JOB POSTING 592-536-900-000	03/13/2017 CTowles WATER WORKER I JOB POSTING	04/04/2017	245.80 245.80	245.80	Open	N 04/04/2017
15128							
78663	Michigan Municipal League DEPUTY DIRECTOR OF FIRE JOB POSTIN 101-336-956-000	03/13/2017 CTowles DEPUTY DIRECTOR OF FIRE JOB POSTING	04/04/2017	187.80 187.80	187.80	Open	N 04/04/2017
FLEMING							
78611	Michigan Notary Service FLEMING NOTARY RENEWAL 101-301-956-000	03/21/2017 CTowles FLEMING NOTARY RENEWAL	04/04/2017	57.90 57.90	57.90	Open	N 04/04/2017
REFUND							
78576	CAPPY HEATING & COOLING REFUND DUPLICATE MECHANICAL PERMIT 101-000-477-000	03/17/2017 CTowles REFUND DUPLICATE MECHANICAL PERMIT	04/04/2017	200.00 200.00	200.00	Open	N 04/04/2017
551-482873							
78614	STATE OF MICHIGAN SOR REGISTRATIONS X4 101-301-956-000	03/03/2017 CTowles SOR REGISTRATIONS X4	04/04/2017	120.00 120.00	120.00	Open	N 04/04/2017
134516							
78613	MICHIGAN SURVEYORS SUPPLY GEO 6000 POWER SUPPLY 592-536-740-000	03/02/2017 CTowles GEO 6000 POWER SUPPLY	04/04/2017	55.52 55.52	55.52	Open	N 04/04/2017
TRAVEL							
78610	JOANNE MONTGOMERY 3.12-17 MAMC INSTITUTE 101-215-860-000 101-215-861-000	03/18/2017 CTowles 3.12-17 MAMC INSTITUTE MILEAGE 3.12-17 MAMC INSTITUTE MEALS	04/04/2017	213.28 156.22 57.06	213.28	Open	N 04/04/2017
INSTRUCTOR							
78666	Peter James Mulka WOMENS SELF DEFENSE CLASS	03/25/2017 CTowles	04/04/2017	201.00	201.00	Open	N 04/04/2017

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	101-691-742-000	WOMENS SELF DEFENSE CLASS		201.00			
E18985 78609	MWEA TAYLOR 5.3 ASSET MGMT SEMINAR 101-265-861-000	03/16/2017 CTowles TAYLOR 5.3 ASSET MGMT SEMINAR	04/04/2017	130.00 130.00	130.00	Open	N 04/04/2017
ENV 78693	STEVE PARTRIDGE 2.28, 3.28 ENV MTGS 101-370-818-000	03/28/2017 CTowles 2.28, 3.28 ENV MTGS	04/04/2017	50.00 50.00	50.00	Open	N 04/04/2017
52120 78630	PATCH PLAQUES CUSTOM PATCH PLAQUE-POLICE LOBBY 101-301-956-000	03/13/2017 CTowles 30"W X 42"H CUSTOM PATCH PLAQUE	04/04/2017	319.95 319.95	319.95	Open	N 04/04/2017
52092 78631	PATCH PLAQUES PS MISSION STATEMENT PLAQUE 101-301-956-000	03/08/2017 CTowles CUSTOM MISSION STATEMENT PLAQUE	04/04/2017	385.95 385.95	385.95	Open	N 04/04/2017
PETTY CASH-SENIORS							
78667	Petty Cash REPLENISH SENIOR PETTY CASH 101-692-740-000 101-692-740-000 101-692-742-000 101-692-742-000 101-692-742-000 101-692-742-000 101-692-742-000 101-692-742-000 101-692-742-000 101-692-742-000 101-692-742-000	03/27/2017 CTowles REST CLUB DRIVER MEAL WALMART PACZKIS REST CLUB MEAL BD MONDAY GLASSES REST CLUB MEAL REST CLUB MEAL PIZZA LUNCHEON SUPPLIES DRIVER MEAL	04/04/2017	118.83 9.95 5.55 8.97 13.70 19.40 18.00 18.55 7.42 12.00 5.29	118.83	Open	N 04/04/2017
70024649 78619	PRIORITY ONE EMERGENCY 96 CUSTOM T-SHIRTS 101-336-741-000	12/19/2016 CTowles 96 CUSTOM T-SHIRTS	04/04/2017	1,120.00 1,120.00	1,120.00	Open	N 04/04/2017
70027569 78620	PRIORITY ONE EMERGENCY MCINALLY 1 PANT 101-336-741-000	03/21/2017 CTowles MCINALLY 1 PANT	04/04/2017	74.99 74.99	74.99	Open	N 04/04/2017
70027571 78621	PRIORITY ONE EMERGENCY BELL 1 PANT 101-336-741-000	03/21/2017 CTowles BELL 1 PANT	04/04/2017	74.99 74.99	74.99	Open	N 04/04/2017
70023721 78683	PRIORITY ONE EMERGENCY RINI JACKET	11/21/2016 CTowles	04/04/2017	99.99	99.99	Open	N 04/04/2017

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	101-301-741-000	RINI JACKET		99.99			
70025663 78684	PRIORITY ONE EMERGENCY MCCARTHY T SHIRT 101-301-741-000	01/19/2017 CTowles MCCARTHY T SHIRT	04/04/2017	29.99 29.99	29.99	Open	N 04/04/2017
70025685 78685	PRIORITY ONE EMERGENCY LONG EMBROIDER JACKET 101-301-741-000	01/19/2017 CTowles LONG EMBROIDER JACKET	04/04/2017	10.00 10.00	10.00	Open	N 04/04/2017
70026552 78686	PRIORITY ONE EMERGENCY TRONT TIE BAR 101-301-741-000	02/15/2017 CTowles TRONT TIE BAR	04/04/2017	9.99 9.99	9.99	Open	N 04/04/2017
70023722 78687	PRIORITY ONE EMERGENCY QUEENER DUTY JACKET 101-329-741-000	11/21/2016 CTowles QUEENER DUTY JACKET	04/04/2017	239.99 239.99	239.99	Open	N 04/04/2017
5170994 78622	Quill Corporation OFFICE SUPPLIES 101-301-727-000 101-301-727-000 101-301-727-000 101-301-727-000 101-301-727-000 101-301-727-000 101-301-727-000	03/15/2017 CTowles ZEBRA X-GRIP PENS QUILL 3X3 STICKY PADS QUILL 3X5 STICKY PADS QUILL RULED LEGAL PADS HP PREMIUM PHOTO PAPER HP 950XL TONER PILOT G-2 PENCILS	04/04/2017	405.98 24.00 77.94 26.22 4.09 29.98 227.52 16.23	405.98	Open	N 04/04/2017
5030103 78623	Quill Corporation GENERAL OFFICE SUPPLIES 101-248-727-000 101-248-727-000 101-248-727-000 101-248-727-000	03/09/2017 CTowles WIRE MESH PAPER CLIP, ETC. HOLDER POST-IT DISPENSER 67.6 OZ. HAND SANITIZER 10 X 15 ENVELOPES	04/04/2017	159.85 14.23 9.01 11.99 124.62	159.85	Open	N 04/04/2017
5062635 78624	Quill Corporation SUMPTEP BUSINESS CARDS 101-171-956-000	03/10/2017 CTowles BUSINESS CARDS-NICOLE SUMPTEP	04/04/2017	33.00 33.00	33.00	Open	N 04/04/2017
5102734 78625	Quill Corporation CARPET CHAIR MAT/PACKING TAPE 101-265-740-000 101-265-740-000	03/13/2017 CTowles CARPET CHAIR MAT PACKING TAPE/DISPENSER	04/04/2017	196.62 169.98 26.64	196.62	Open	N 04/04/2017

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5337879 78629	Quill Corporation PARKS & REC INK SUPPLIES 101-691-740-000 101-691-740-000	03/21/2017 CTowles BROTHER LC793PKS COLOR INK MULTI-PACK HP # 82 CYAN INK	04/04/2017	175.07 132.58 42.49	175.07	Open	N 04/04/2017
INSTRUCTOR 78668	Dennis Radford URBAN BALLROOM 101-691-742-000	03/24/2017 CTowles URBAN BALLROOM	04/04/2017	453.60 453.60	453.60	Open	N 04/04/2017
5047411409 78626	Ricoh USA, Inc. 12.4-3.3 COPIER MAINT-COLOR-SENIOR 101-692-933-000	03/05/2017 CTowles 12.4-3.3 COPIER MAINT-SNRS-COLOR COPIES	04/04/2017	234.54 234.54	234.54	Open	N 04/04/2017
5047714003 78632	Ricoh USA, Inc. 12.29-3.28 COPIER MAINT-SUPER 101-248-933-000	03/22/2017 CTowles 12.29-3.28 COPIER MAINT-SUPER	04/04/2017	891.65 891.65	891.65	Open	N 04/04/2017
14458 78688	Richard's Plumbing & Heating RPR LEAKS SENIOR KITCHER & RESTRM 101-265-931-000	03/21/2017 CTowles RPR LEAKS SENIOR KITCHER & RESTRM	04/04/2017	433.00 433.00	433.00	Open	N 04/04/2017
WS 78692	Walter Rochowiak 2.28, 3.28 WS MTGS 592-536-818-000	03/28/2017 CTowles 2.28, 3.28 WS MTGS	04/04/2017	50.00 50.00	50.00	Open	N 04/04/2017
10417.7 78627	The Rossow Group, LLC CHAMPAGNE 1.4-5 EVERY OFFICER A LE 101-301-861-000	01/08/2017 CTowles CHAMPAGNE 1.4-5 EVERY OFFICER A LEADER	04/04/2017	365.00 365.00	365.00	Open	N 04/04/2017
50778 78628	R & R Fire Truck E1 LEAKING WATER TANK/CAB LATCH/SA 101-336-860-000	03/17/2017 CTowles E1 LEAKING WATER TANK/CAB LATCH/SANDBLA	04/04/2017	19,542.07 19,542.07	19,542.07	Open	N 04/04/2017
696 78637	S&L Electrical Services LLC RPR CARPORT PIPE/WIRES FROM WIND S 101-265-931-000	03/21/2017 CTowles RPR CARPORT PIPE/WIRES FROM WIND STORM	04/04/2017	275.00 275.00	275.00	Open	N 04/04/2017
TRAVEL 78638	Alexander Schulz 3.8, 3.14 RECRUITING/JOB FAIR MELA 101-301-861-000	03/14/2017 CTowles 3.8, 3.14 RECRUITING/JOB FAIR MELAS	04/04/2017	33.54 33.54	33.54	Open	N 04/04/2017
INSTRUCTOR 78633	ROSA SCHOFIELD ZUMBA INSTRUCTOR	03/11/2017 CTowles	04/04/2017	406.80	406.80	Open	N 04/04/2017

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP
 POST DATES 04/04/2017 - 04/04/2017
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 OPEN
 4/4/2017 VOUCHER

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
	GL Distribution						
	101-691-742-000	ZUMBA INSTRUCTOR		406.80			
<hr/>							
DUES							
78641	SECMAA	03/21/2017	04/04/2017	15.00	15.00	Open	N
	STEVENSON MEMBERSHIP DUES	CTowles					04/04/2017
	101-247-810-000	STEVENSON MEMBERSHIP DUES		15.00			
<hr/>							
714859.00							
78640	SERVICE ELECTRIC SUPPLY CO	03/07/2017	04/04/2017	258.78	258.78	Open	N
	EQ BASIN ELECTRICAL MATERIALS	CTowles					04/04/2017
	592-537-931-001	EQ BASIN ELECTRICAL MATERIALS		258.78			
<hr/>							
REFUND							
78635	CAROL SHELL	03/23/2017	04/04/2017	7.00	7.00	Open	N
	REFUND CANCEL TRIP #89815	CTowles					04/04/2017
	101-000-692-000	REFUND CANCEL TRIP #89815		7.00			
<hr/>							
3171							
78636	South Huron Valley Utility Ath	03/20/2017	04/04/2017	89,862.00	89,862.00	Open	N
	APRIL SHV SEWAGE	CTowles					04/04/2017
	592-537-924-000	APRIL SHV SEWAGE		89,862.00			
<hr/>							
3.23.17							
78639	SOLE' BUILDING CO	03/23/2017	04/04/2017	5,000.00	5,000.00	Open	N
	EMERGENCY DEMO CARPORT IN WIND STO	CTowles					04/04/2017
	592-536-819-000	EMERGENCY DEMO CARPORT IN WIND STORM		5,000.00			
<hr/>							
WS							
78691	Loretta Speaks	03/28/2017	04/04/2017	60.00	60.00	Open	N
	2.28, 3.28 WS MTGS	CTowles					04/04/2017
	592-536-818-000	2.28, 3.28 WS MTGS		60.00			
<hr/>							
MARCH							
78690	SUMPTER ACE HARDWARE	03/29/2017	04/04/2017	667.60	667.60	Open	N
	MARCH STMT	CTowles					04/04/2017
	101-265-933-000	FLAG POLE ROPE/BOLTS		39.54			
	592-537-931-001	LITE BULBS		35.07			
	101-265-740-000	GLOVES		12.99			
	101-265-740-000	PAINT/ROLLER/TRAY		53.95			
	101-265-740-000	PAINT PAIL/NUT		7.88			
	101-265-860-000	REFIL TUBLES/SPK PLUG/TIRE RPR		14.48			
	101-265-740-000	FLASHLIGHT/CUT KEY		16.97			
	101-265-931-000	SNR KITCHEN DRAIN PIPE		9.25			
	101-265-933-000	JD SNOW MACHINE PARTS		26.78			
	101-265-740-000	BOTTLED WATER		29.65			
	101-265-933-000	CHAIN SAW CHAINS/BAR		94.79			
	101-265-933-000	CHAIN SAW CHAIN		28.90			
	101-265-740-000	FANTASTIK/TOILET CLNR/COMET		80.17			
	101-265-932-000	CEMETERY CHAIN/GLOVES		50.00			
	101-301-743-000	CLIP KWIK/CABLE TIES		28.75			
	101-301-743-000	FILM/MOP & GLO		21.22			
	101-301-743-000	PICTURE HANGERS/DRILL BIT		12.55			
	101-265-933-000	GATOR BATTERY		43.99			

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP
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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Inv Ref#	Description	Entered By					
	GL Distribution						
	101-265-740-000	SPRAYER/FASTENERS		25.67			
	101-265-860-000	PIN HITCH		8.49			
	101-336-931-000	STA 1 WATER LINE RPR PARTS		1.36			
	101-265-740-000	FLOOR SUPPLY IN PD		25.15			
3.14, 3.21							
78634	SURE-FIT LAUNDRY	03/21/2017	04/04/2017	98.25	98.25	Open	N
	CLEAN PRISONER BLANKETS	CTowles					04/04/2017
	101-301-862-000	CLEAN PRISONER BLANKETS		98.25			
170315							
78642	TELNET WORLDWIDE, INC.	03/15/2017	04/04/2017	1,080.37	1,080.37	Open	N
	2.16-3.15 PNONE CIRCUITS & LD CALL	CTowles					04/04/2017
	101-265-850-000	2.16-3.15 PNONE CIRCUITS & LD CALLS		1,080.37			
PLNG							
78659	Carol Thompson	03/22/2017	04/04/2017	60.00	60.00	Open	N
	2.22, 3.22 PLNG MTGS	CTowles					04/04/2017
	101-370-818-000	2.22, 3.22 PLNG MTGS		60.00			
835724987							
78643	Thomson Reuters - West	03/13/2017	04/04/2017	405.73	405.73	Open	N
	FEB BACKGROUND PROGRAM	CTowles					04/04/2017
	101-301-819-000	FEB BACKGROUND PROGRAM		405.73			
530350417							
78644	UIS SCADA	03/07/2017	04/04/2017	2,320.00	2,320.00	Open	N
	TROUBLESHOOT HVG PUMP CONTROLS	CTowles					04/04/2017
	592-537-970-000	TROUBLESHOOT HVG PUMP CONTROLS		2,320.00			
530350475							
78645	UIS SCADA	03/17/2017	04/04/2017	2,130.00	2,130.00	Open	N
	SHV COMMUNICATIONS/PWR OUT PUMP IS	CTowles					04/04/2017
	592-537-970-000	SHV COMMUNICATIONS/PWR OUT PUMP ISSUES		2,130.00			
WATER BILLS							
78647	Van Buren Township	03/23/2017	04/04/2017	82.93	82.93	Open	N
	WATER BILLS-DDA PROPERTY	CTowles					04/04/2017
	247-000-920-000	WS 12.1-2.28 45385 ECORSE		68.57			
	247-000-920-000	WS 12.1-2.28 10151 BELLEVILLE		14.36			
9781819593							
78648	Verizon Wireless	03/10/2017	04/04/2017	1,058.44	1,058.44	Open	N
	2.11-3.10 CELL PHONE SVS	CTowles					04/04/2017
	101-336-850-000	2.11-3.10 CELL PHONE SVS		167.52			
	101-301-850-000	MCINALLY I-PHONE		199.99			
	101-301-850-000	2.11-3.10 CELL PHONE SVS		690.93			
9782172745							
78649	Verizon Wireless	03/15/2017	04/04/2017	323.96	323.96	Open	N
	2.16-3.15 TABLET BROADBAND ACCESS	CTowles					04/04/2017
	101-101-956-000	2.16-3.15 TABLET BROADBAND ACCESS		135.18			
	101-228-956-000	2.16-3.15 TABLET BROADBAND ACCESS		10.02			
	592-536-740-000	2.16-3.15 TABLET BROADBAND ACCESS		178.76			

User: CTowles

POST DATES 04/04/2017 - 04/04/2017

DB: Van Buren Twp

UNJOURNALIZED

OPEN

4/4/2017 VOUCHER

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
17488 78646	VICTORY LANE QUICK OIL CHANGE 531 OIL CHNG 592-536-932-000	03/15/2017 CTowles 531 OIL CHNG	04/04/2017	64.41 64.41	64.41	Open	N 04/04/2017
EASEMENT 78669	Wayne County Register Of Deeds RECORD EASEMENT AGREEMENT 101-370-900-000	03/27/2017 CTowles RECORD EASEMENT AGREEMENT	04/04/2017	60.00 60.00	60.00	Open	N 04/04/2017
17-027 78650	Washtenaw Area Mutual Aid Ass. 2017 ANNUAL DUES 101-336-810-000	02/20/2017 CTowles MUTUAL AID ANNUAL DUES	04/04/2017	1,000.00 1,000.00	1,000.00	Open	N 04/04/2017
1008472 78653	WAYNE COUNTY DEC WALMART TRAFFIC SIGNAL ENERGY 101-450-926-000	03/20/2017 CTowles DEC WALMART TRAFFIC SIGNAL ENERGY	04/04/2017	75.05 75.05	75.05	Open	N 04/04/2017
289096 78654	WAYNE COUNTY 4 TON ROAD SALT 101-265-740-000	03/17/2017 CTowles 4 TON ROAD SALT	04/04/2017	291.69 291.69	291.69	Open	N 04/04/2017
289139 78689	WAYNE COUNTY 2 TON ROAD SALT 101-265-740-000	03/21/2017 CTowles 2 TON ROAD SALT	04/04/2017	153.07 153.07	153.07	Open	N 04/04/2017
13338 78655	WEST SHORE FIRE 3 SCOTT SPECTACLE KITS 101-336-741-000	03/14/2017 CTowles 3 SCOTT SPECTACLE KITS	04/04/2017	183.72 183.72	183.72	Open	N 04/04/2017
13346 78656	WEST SHORE FIRE TURN OUT GEAR PURCHASE IN CONJUNCT 101-336-741-000 101-336-741-000 101-336-741-000	03/15/2017 CTowles UPGRADE TO TURNOUT GEAR GRANT FULL SETS OF TURNOUT GEAR SHIPPING & HANDLING	04/04/2017	18,197.47 2,380.00 15,715.00 102.47	18,197.47	Open	N 04/04/2017
10328 78652	WESTERN WAYNE URGENT CARE HOOPER PHYS/DRUG SCREEN 101-191-956-000	03/06/2017 CTowles HOOPER PHYS/DRUG SCREEN	04/04/2017	197.00 197.00	197.00	Open	N 04/04/2017
88251 78651	Wyandotte Alarm Company 4.1-6.30 BOAT HOUSE ALARM 101-301-819-000	04/01/2017 CTowles 4.1-6.30 BOAT HOUSE ALARM	04/04/2017	602.22 602.22	602.22	Open	N 04/04/2017

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP
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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
Inv Ref#	Description	Entered By					Post Date
GL Distribution							
# of Invoices:	138	# Due:	138	Totals:	212,165.25		212,165.25
# of Credit Memos:	0	# Due:	0	Totals:	0.00		0.00
Net of Invoices and Credit Memos:					<u>212,165.25</u>		<u>212,165.25</u>
* 1 Net Invoices have Credits Totalling:					(3.44)		

--- TOTALS BY FUND ---

101 - General Fund	97,748.75	97,748.75
247 - DDA Fund	2,632.93	2,632.93
250 - Museum Fund	16.42	16.42
251 - LDFA Fund	447.00	447.00
592 - Water/Sewer Fund	111,320.15	111,320.15

--- TOTALS BY DEPT/ACTIVITY ---

000 -	3,423.35	3,423.35
101 - Township Board	135.18	135.18
171 - Supervisor Department	150.10	150.10
191 - Election Department	197.00	197.00
210 - Attorney Fees	3,860.55	3,860.55
215 - Clerk Department	213.28	213.28
228 - IT Department	14,861.34	14,861.34
247 - Assessing Department	4,661.36	4,661.36
248 - General Office	1,325.56	1,325.56
265 - Building & Grounds	11,251.41	11,251.41
301 - Police Department	9,044.69	9,044.69
325 - Dispatch	23.78	23.78
329 - Ordinance Enforcement	239.99	239.99
336 - Fire Department	41,776.83	41,776.83
370 - Building/Planning Dept.	7,337.43	7,337.43
450 - Public Services	75.05	75.05
536 - Water Department	16,166.17	16,166.17
537 - Sewer Department	95,153.98	95,153.98
691 - Recreation Dept	1,336.47	1,336.47
692 - Seniors Dept	796.17	796.17
718 - Park & Lake Dept	135.56	135.56

Charter Township of Van Buren

Agenda Item: _____

Work Study: April 3, 2017
Board Meeting Date: April 4, 2017

REQUEST FOR BOARD ACTION

Consent Agenda	New Business X	Unfinished Business	Public Hearing
ITEM (SUBJECT)	Van Buren Charter Township Fire Chief		
DEPARTMENT	Public Safety- Fire Services		
PRESENTER	Director of Public Safety, Greg Laurain		
PHONE NUMBER	734.699.8950		
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	Director of Human Resources, Nicole D. W. Sumpter and Fire Chief Candidate, Amy Brow		

Agenda topic

ACTION REQUESTED:	
To consider approval of Fire Chief Job Description and Personal Service Agreement between Amy Brow and the Township, and authorize Supervisor McNamara and Clerk Wright to execute the agreement.	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
<p>The hiring panel chose an ambitious candidate who has shown continuous strides of excellence throughout her career. The humble beginnings are rooted here at Van Buren Charter Township where she started her career as a Paid-On-Call firefighter. Since she has progressively moved up the ladder at a fast pace in Fire Services; learning the ins and outs of emergency operations.</p> <p>Amy Brow became the First Female in the State of Michigan to earn the Executive Fire Officer (EFO) Certification. She has a M.B.A in Public Administration and a Bachelor's of Science in Biochemistry/Toxicology. In addition she has several professional certifications and achievements in her portfolio. Experience and Proficient in Labor Management as she has had an up close and personal view from both sides of negotiations. Ms. Brow has served as a Probationary Officer, Lieutenant, Training Officer, Battalion Chief, and Assistant Fire Chief.</p> <p>Upon Board Approval she will become the Fire Chief for Van Buren Charter Township.</p>	

BUDGET IMPLICATION	None
IMPLEMENTATION NEXT STEP	Execution of Personal Service Agreement
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	N/A
ATTORNEY RECOMMENDATION	Attorney reviewed. Suggested language and modifications incorporated into agreement. <small>(May be subject to Attorney/Client Privilege and not available under FOIA)</small>
ADDITIONAL REMARKS	Hiring Process, Job Description, Personal Service Agreement, application, resume and cover letter attached.
APPROVAL OF SUPERVISOR	

Hiring/Selection Process

Purpose

Van Buren Charter Township Board of Trustees is committed to employing, in its best judgement, the most qualified candidates for Deputy Director of Public Safety-Fire Services while engaging in recruitment and selection practices that are in compliance with all applicable employment laws.

Liaisons of Public Safety initiate any action for an open position including any recruitments efforts, advertising and interviewing. The Board of Trustees are responsible for all offers of employment, or extensions of any offers of employment to candidates. Precautionary steps are to be taken to ensure the Township provides the candidate with complete discretion and confidentiality as we move through this process.

Deputy of Public Safety-Fire Services Recruitment Process

1. On Monday January 9, 2017 The Public Safety Director submitted a request for the posting to the HR Director.
2. On Thursday January 12, 2017 HR Director met with the Public Safety Director and both Deputy Directors to discuss the job description, prerequisites such as experience, background and the most cost effective methods of recruitment.
3. On Thursday January 12, 2017 HR Director submitted the online posting and job description for approval prior to posting to the Clerk and Treasurer.
4. Recruitment sources selected were michiefs.org, smaafc.org, fire chiefs email notification system, CWW Human Resource groups and posted internally at both fire stations. Posted on Tuesday January 17, 2017 with a closing date of Tuesday February 7, 2017.
5. On Monday February 6, 2017 HR, Public Safety Director and Deputy's will review all applications submitted for the vetting process. The process initially starts with checking to see if the applicant meets even the basic qualifications requested in the posting. It is anticipated that the resume review and background checks will produce a list of approximately six (6) finalist who will be invited to interview before an oral board.

Selection/Hiring Process Overview

The hiring panel will consist of the Supervisor, Clerk, Treasurer, Director of Public Safety, Deputy Directors of Fire and Police. After the panel reaches a decision on who fits the Townships needs, they will recommend a candidate for final approval by the Board of Trustees.

The exact wage will be determined by Board of Trustees based on qualifications and experience. Candidates will need to be present for both interview processes on (TBD). After successful completion of a thorough background conducted externally, physical and psychological assessment, an anticipated start date for the selected candidate will be Wednesday March 1, 2017.

The HR Director's primary role is to purely serve as support to the panel and the Board. In any rare instance where the hiring panel does not choose a candidate for the position, the process starts over.



CHARTER TOWNSHIP OF VAN BUREN JOB DESCRIPTION

Position Title: Fire Chief

Position Summary

Under the general supervision of the Director of Public Safety, this position will provide highly responsible and complex administrative support to the Director of Public Safety. This individual will be responsible for the overall administrative direction and control of fire operations. This position serves as second-in-command to the fire department and is the designated representative for the Director of Public Safety for fire matters in the Director's absence. The Deputy Director of Public Safety- Fire Services will plan, develop and direct a complete program of fire and emergency services in cooperation with the police services.

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 are intended to describe the general nature and level of work to be performed by an employee assigned this classification and are not to be construed as an exhaustive list of all job duties performed in this position.

- Perform those duties of the firefighter when required, maintaining a good working knowledge to arson investigation techniques for use in determining cause and origin of fires and familiarity with emergency medical services.
- Assist the Director of Public Safety in the overall development and maintenance of the Fire Department.
- Ensure that department policies, rules and regulations are followed by department personnel. Administers the collective bargaining agreement.
- Prepare preliminary budgets based on past experiences, present needs and future expectations and submit for approval. Monitor expenses throughout the year.
- Experience in leading paid-on-call - firefighters. This position requires a philosophy in that the Deputy Director of fire will be the only full-time, non-union firefighter.
- Direct departmental activities on fire and coordinate firefighting activities with other departmental supervisory personnel when needed.
- A thorough knowledge of fire suppression, rescue, and fire prevention principles.
- Review fire incident reports.
- Prepare administrative reports as required.
- Considerable knowledge of administrative fire department requirements including budget preparation, grant writing, retention and recruitment of paid on call firefighters, and plan review experiences.
- Supervise employees assigned to the department and participate in the recruiting, hiring, training, counseling, evaluating and disciplining of all subordinate personnel.

- Skills to be a good communicator, be effective in collaboration with other municipal departments, being visible in the community as the Deputy Director of Fire, and be an approachable, confident leader.
- Be responsible for keeping the Director of Public Safety apprised of all incidents and circumstances in the fire department.
- Ability to plan, assign, and direct the work of paid-on-call firefighters; ability to plan and supervise the instruction and training of firefighting personnel; working with other departments in mutual aid plans; and a proven track record of coordinating multiple tasks.
- Investigate citizen complaints.
- Provide leadership and motivation to command officers and subordinates, promoting unity between all fire department personnel.
- Assure that all firefighting equipment and vehicles are in good operational order. Recommend the purchase and prepare bid specifications for new equipment.
- Assist in planning the future growth of the fire department, considering the community, available resources and reflecting the philosophy of the Township Board in order to make recommendations for need personnel, facilities and equipment.
- Comply with SARA Title III provisions and any other existing or future Federal or State mandates regarding hazardous materials. Participate in emergency preparedness programs for the township. Functions as an Incident Commander during emergency situations.
- Demonstrates regular, predictable and dependable attendance.
- Subject to random drug testing at any time.
- Attends Township Board, Public Safety Committee and other meetings as required.
- Performs other related duties and projects, as assigned.

The above list of job requirements, duties and responsibilities, physical abilities and other abilities are meant to be representative only 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 functions, duties and responsibilities of the position.

- Bachelor's degree with major in Public Administration, fire management, public safety/emergency management, fire science or related field.
- Certifications of Firefighter I and II, EMT, Fire Officer I, II and III required.
- Graduation from the National Fire Academy, School of Fire Staff and Command or similar leadership and management training is desirable.
- Valid State of Michigan Vehicle Operator's License.
- Eight or more years of progressively more responsible experience in command positions including supervisory and administrative duties.
- Knowledge in building construction, fire behavior and hazardous materials. Thorough knowledge of the principles, practices and techniques of modern fire science to establish and maintain effective fire ground operations.
- Thorough knowledge of professional public management techniques involved in budgeting, personnel administration, labor relations and operations management.
- Knowledge of State and Federal laws, local ordinances and other regulations.
- Knowledge of the principles, practices and techniques of modern fire science and maintain effective fire protection and suppressions services desirable.
- Skills in assessing information, analyzing data, preparing comprehensive and accurate reports.
- Must be effective in communication, public speaking and exercise a high degree of diplomacy in contentious or confrontational situations.
- Ability to critically assess situations. Solve problems, work effectively under stress, within deadlines and in emergency situations.
- Ability to travel to other locations.
- While residency is not required, although preferred, the employee must live within twenty (20) miles of the nearest boundary of the township.

Physical Abilities and Work Environment

While performing the duties of this job, the employee is frequently required with or without reasonable accommodations to do the following: talk or hear, must have normal sight and vision and be able to identify and distinguish colors. The employee's environment can range from an office setting to highly dangerous fire-service related situations. Physical demands can range from sitting in an office or vehicle to the potentially enormous physical exertion associated with rescuing persons in emergency situation. The employee may be exposed to outside weather conditions, and potentially exposed to moving mechanical parts; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; risks of electrical shock; explosives; risks of radiation; and vibration. The noise level in the work environment ranges from quiet to moderate in the office to potentially loud in the field.

Charter Township of Van Buren

REQUEST FOR BOARD ACTION

Agenda Item: _____

WORK STUDY: APRIL 3, 2017
1ST READING DATE: APRIL 4, 2017
2ND READING DATE: APRIL 18, 2017

Consent Agenda	New Business X	Unfinished Business	Public Hearing
ITEM (SUBJECT)	First reading of Ordinance 04-04-17(1) to consider approval of an amendment to Sec. 14-1 (Definitions) and Sec. 14-29 (Animal at Large) of the Code of Ordinances and to consider new Sec. 14-2 (Adoption Contracts) and 14-3 (Violation).		
DEPARTMENT	Police Department		
PRESENTER	Lt. Charles Bazzy		
PHONE NUMBER	(734) 699-8930		
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)			

Agenda topic

ACTION REQUESTED	First reading of Ordinance 04-04-17(1) to consider approval of an amendment to Sec. 14-1 (Definitions) and Sec. 14-29 (Animal at Large) of the Code of Ordinances and to consider new Sec. 14-2 (Adoption Contracts) and 14-3 (Violation).
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	The amendment of Sec. 14-1 clarifies the definitions, the amendment of the animal at large ordinance, Sec. 14-29 (Animals at Large), allows for civil infraction (instead of criminal) penalties for violation, the addition of Sec. 14-2(Adoption Contracts) and 14-3 (Violation) organizes the former Sec. 14-1 into separate sections to make it easier to understand.

BUDGET IMPLICATION	None anticipated.
IMPLEMENTATION NEXT STEP	If approved, after the 1 st and 2 nd reading, a notice of adoption will be placed in the newspaper and the Ordinance will go into effect.
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	
ATTORNEY RECOMMENDATION	Approval (May be subject to Attorney/Client Privilege and not available under FOIA)
ADDITIONAL REMARKS	
APPROVAL OF SUPERVISOR	

CHARTER TOWNSHIP OF VAN BUREN

COUNTY OF WAYNE

STATE OF MICHIGAN

ORDINANCE # 04-04-17(1)

At a regular meeting of the Township Board of the Charter Township of Van Buren, Wayne County, Michigan, held in the Van Buren Township Hall within the Township, on the _____ day of _____, 2017 at 7:00 p.m.

PRESENT: Members: _____

ABSENT: Member: _____

It was moved by Member ____ and supported by Member ____ that the following Ordinance be adopted to amend Sec. 14-1 and Sec.14-29 and add Sec. 14-2 and Sec. 14-3 of Chapter 14 (Animals) to read as follows:

THE CHARTER TOWNSHIP OF VAN BUREN ("Township"), COUNTY OF WAYNE, MICHIGAN ORDAINS:

Sec. 14-1. - Definitions.

As used in this Chapter:

Adoption means a transfer of ownership, with or without remuneration of a dog or cat from an animal control shelter or animal protection shelter to an individual for the purpose of being a companion animal for that individual. As used in this article, a companion animal includes, but is not limited to, a dog that is used for hunting or as a guard dog.

Alteration means a professional sterilization procedure performed by a veterinarian that renders a dog or cat incapable of reproducing.

Altered in reference to a dog or cat means having undergone alteration.

Animal means a mammal, bird, or livestock (as that term is defined by MCL 287.121).

Animal control shelter means a facility operated by a municipality for the impoundment and care of animals that are found in the streets or at large; animals that are otherwise held due to the violation of a municipal ordinance or state law; or animals that are surrendered to the animal control shelter.

Animal protection shelter means a facility operated by a person, humane society, society for the prevention of cruelty to animals or any other nonprofit organization for the care of homeless animals.

Cat means domestic cat of any age of the species *felis catus*.

Department means the state department of agriculture.

Director means the director of public safety or his/her authorized representative.

Dog means a domestic dog of any age of the species *canis familiaris*.

Health certificate means a certificate in a form prescribed by the department in which a veterinarian attests to the age, sex, breed, and description of an animal and to the fact that at the time of preparation of the certificate, the veterinarian examined the animal and found the animal free from visual evidence of communicable disease.

Municipality means a county, city, village or township.

Person means an individual, partnership, corporation, association, governmental entity or other legal entity.

Pet shop means a place where animals are sold or offered for sale, exchange, or transfer.

Veterinarian means a person licensed to practice veterinary medicine under Article 13 of the Public Health Code, 1978 PA 368, MCL 333.16101 to 333.18838.

Sec. 14-2. - Adoption contracts.

- (1) Except as otherwise provided in this section, an animal control shelter or animal protection shelter shall not permit a person to adopt a dog or cat that has not been altered, unless that person has entered into a contract for the alteration of the dog or cat with the animal control shelter or animal protection shelter. The contract shall state that the adopting person agrees to have an alteration on the dog or cat and shall otherwise comply with this section.
- (2) A contract with an animal control shelter or animal protection shelter entered into pursuant to subsection (1) shall require the adopting person to have an alteration performed on the dog or cat within four weeks after the adoption date if at the time of adoption the dog or cat is six months of age or older. If the dog or cat to be adopted is under six months of age at the time of adoption, the contract shall contain the date upon which the dog or cat will be six months of age and shall require the person adopting the dog or cat to have an alteration performed on the dog or cat within four weeks after that date. This section does not prevent a veterinarian from performing an alteration on a dog or cat that is under six months of age.
- (3) Upon certification by a veterinarian in writing that a dog or cat has serious, permanent medical or health problem that prevents an alteration, the dog or cat adopted is not required to be altered. Upon certification by a veterinarian in writing that an alteration poses a serious, temporary medical or health problem, the alteration may be postponed. The person adopting the dog or cat shall have

it reevaluated by a veterinarian at intervals not to exceed 14 days and shall have the alteration performed no later than seven days after a veterinarian determines that the temporary problem is resolved.

- (4) Except as otherwise provided in subsection (6) a contract entered into pursuant to subsection (1) shall require the adopting person to leave with the animal control shelter or animal protection shelter, or a designee of the animal control shelter or animal protection shelter, a fee to be established by resolution of the township board of trustees that indicates the person's intention to have the adopted dog or cat altered within the time provided pursuant to subsection (2). If the person fails to comply with the terms of the contract, the deposit is forfeited. The good faith deposit shall be returned to the adopting person if the adopting person submits written certification from a veterinarian of either of the following:
 - a. The dog or cat has been altered within the time period in which the alteration was required under subsection (2).
 - b. The dog or cat has a serious, permanent medical or health problem that prevents an alteration.
- (5) If the adopting person complies with the terms of a contract entered into under subsection (1), the good faith deposit (fee shall be established by resolution of the township board of trustees) shall be refunded by the animal control shelter, animal protection shelter, or a designee of the animal control shelter or animal protection shelter, upon submission by the adopting person of written certification by a veterinarian that the adopted dog or cat was altered. The certificate shall include the date of alteration; the name of the owner of the dog or cat; the description of the dog or cat; and the signature of the veterinarian who performed the alteration.
- (6) The good faith deposit under subsection (4) is not required if one or more of the following apply:
 - a. A dog is transferred to a local, state, or federal law enforcement agency.
 - b. A dog is transferred to an organization or trainer that trains guide or lead dogs for blind persons, hearing dogs for deaf or audibly impaired persons, or service dogs for physically limited persons.
 - c. A dog or cat is transferred to another animal control shelter or animal protection shelter or is transferred to a person who will transfer the animal to another animal control shelter or animal protection shelter. Before the first animal control shelter or animal protection shelter releases the animal, it shall obtain from the person to whom the animal is to be released a written statement by the second animal control shelter or animal protection shelter that it is willing to accept the animal for purposes of adoption or humane euthanasia. Promptly after receipt of the animal by the second animal control shelter or animal protection shelter, the person to whom the animal was released shall provide the first animal control shelter or animal protection shelter with a written statement by the second animal control

shelter or animal protection shelter containing a description of the dog or cat and acknowledging its receipt on a date specified in the statement.

- (7) A contract entered into pursuant to subsection (1) shall include a statement that if the terms of the contract are breached because a person adopting a dog or cat fails to have the animal altered as requested in the contract, then the person agrees to pay liquidated damages (fee shall be established by resolution of the township board of trustees) or actual reasonable costs incurred by the animal control shelter or animal protection shelter to enforce the contract. Immediately before a person signs the contract, a representative of the animal control shelter or animal protection shelter shall verbally direct the person's attention to the liquidated damages agreement in the contract.
- (8) If a person fails to comply with a contract for the alteration of a dog or cat as required under subsection (6), a court with appropriate jurisdiction may order the transfer of ownership of the adopted animal only to one of the following:
 - a. The facility from which the animal was adopted.
 - b. A veterinarian, animal control shelter, or animal protection shelter willing to accept the animal and either humanely euthanize the animal or adopt the animal to an owner who agrees to have the animal altered.

Section 14-3. - Violation. A person violating any provision of this section shall be responsible for a municipal civil infraction and subject to the fines set forth in Section 1-23.

Sec. 14-29. - At large.

It shall be unlawful for any person owning or keeping any dog or other animal (as that term is defined in Section 14-1) to allow, suffer or permit such dog or animal to run at large within the corporate limits of the township; provided, however, that dogs on a leash and working dogs such as law enforcement dogs, leader dogs, guard dogs, farm dogs, and hunting dogs when accompanied by their owner or his authorized agent and while actively engaged in activities for which such dogs are trained, shall not be deemed to be running at large. The maximum leash length shall be six (6) feet. Any person violating this section shall be responsible for a municipal civil infraction. The fine for violation of this section shall be one hundred fifty dollars (\$150.00) for a first offense, two hundred fifty dollars (\$250.00) for a second offense, and five hundred dollars (\$500.00) for a third or subsequent offense.

State Law reference— Running at large prohibited, MCL 287.262.

Effective Date

This amendment shall become effective upon publication in a newspaper of general circulation within the Charter Township of Van Buren.

THIS ORDINANCE IS HEREBY DECLARED TO HAVE BEEN ADOPTED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF VAN BUREN, COUNTY

OF WAYNE, STATE OF MICHIGAN, AT A REGULAR MEETING, CALLED AND HELD
ON THE _____ day of _____, 2017.

YEAS (in favor of amendment): _____

NAYS (opposed to amendment): _____

ABSENT: _____

I hereby approve the foregoing Ordinance.

Kevin McNamara,
Supervisor, Charter Township of Van Buren

Leon Wright,
Clerk, Charter Township of Van Buren

Adopted: _____

Published: _____

Effective: _____

Sec. 14-1. - ~~Animal adoption policy~~ Definitions.

(a) ~~Definitions.~~ As used in this act ~~Chapter:~~

Adoption means a transfer of ownership, with or without remuneration of a dog or cat from an animal control shelter or animal protection shelter to an individual for the purpose of being a companion animal for that individual. As used in this article, a companion animal includes, but is not limited to, a dog that is used for hunting or as a guard dog.

Alteration means a professional sterilization procedure performed by a veterinarian that renders a dog or cat incapable of reproducing.

Altered in reference to a dog or cat means having undergone alteration.

Animal means a mammal, ~~except bird, or livestock (as that term is defined in by 1987 PA 284, MCL 287.121) to 287.131, and rodents.~~

Animal control shelter means a facility operated by a municipality for the impoundment and care of animals that are found in the streets or at large; animals that are otherwise held due to the violation of a municipal ordinance or state law; or animals that are surrendered to the animal control shelter.

Animal protection shelter means a facility operated by a person, humane society, society for the prevention of cruelty to animals or any other nonprofit organization for the care of homeless animals.

Cat means domestic cat of any age of the species *felis catus*.

Department means the state department of agriculture.

Director means the director of public safety or his/her authorized representative.

Dog means a domestic dog of any age of the species *canis familiaris*.

Health certificate means a certificate in a form prescribed by the department in which a veterinarian attests to the age, sex, breed, and description of an animal and to the fact that at the time of preparation of the certificate, the veterinarian examined the animal and found the animal free from visual evidence of communicable disease.

Municipality means a county, city, village or township.

Person means an individual, partnership, corporation, association, governmental entity or other legal entity.

Pet shop means a place where animals are sold or offered for sale, exchange, or transfer.

Veterinarian means a person licensed to practice veterinary medicine under Article 13 of the Public Health Code, 1978 PA 368, MCL 333.16101 to 333.18838.

(b) Sec. 14-2. - Adoption contracts.

- (1) Except as otherwise provided in this section, an animal control shelter or animal protection shelter shall not permit a person to adopt a dog or cat that has not been altered, unless that person has entered into a contract for the alteration of the dog or cat with the animal control shelter or animal protection shelter. The contract shall state that the adopting person agrees to have an alteration on the dog or cat and shall otherwise comply with this section.
- (2) A contract with an animal control shelter or animal protection shelter entered into pursuant to subsection (1) shall require the adopting person to have an alteration performed on the dog or cat within four weeks after the adoption date if at the time of adoption the dog or cat is six months of age or older. If the dog or cat to be adopted is under six months of age at the time of adoption, the contract shall contain the date upon which the dog or cat will be six months of age and shall require the person adopting the dog or cat to have an alteration performed on the dog or cat within four weeks after that date. This section does not prevent a veterinarian from performing an alteration on a dog or cat that is under six months of age.

- (3) Upon certification by a veterinarian in writing that a dog or cat has serious, permanent medical or health problem that prevents an alteration, the dog or cat adopted is not required to be altered. Upon certification by a veterinarian in writing that an alteration poses a serious, temporary medical or health problem, the alteration may be postponed. The person adopting the dog or cat shall have it reevaluated by a veterinarian at intervals not to exceed 14 days and shall have the alteration performed no later than seven days after a veterinarian determines that the temporary problem is resolved.
- (4) Except as otherwise provided in subsection (6) a contract entered into pursuant to subsection (1) shall require the adopting person to leave with the animal control shelter or animal protection shelter, or a designee of the animal control shelter or animal protection shelter, a fee to be established by resolution of the township board of trustees that indicates the person's intention to have the adopted dog or cat altered within the time provided pursuant to subsection (2). If the person fails to comply with the terms of the contract, the deposit is forfeited. The good faith deposit shall be returned to the adopting person if the adopting person submits written certification from a veterinarian of either of the following:
 - a. The dog or cat has been altered within the time period in which the alteration was required under subsection (2).
 - b. The dog or cat has a serious, permanent medical or health problem that prevents an alteration.
- (5) If the adopting person complies with the terms of a contract entered into under subsection (1), the good faith deposit (fee shall be established by resolution of the township board of trustees) shall be refunded by the animal control shelter, animal protection shelter, or a designee of the animal control shelter or animal protection shelter, upon submission by the adopting person of written certification by a veterinarian that the adopted dog or cat was altered. The certificate shall include the date of alteration; the name of the owner of the dog or cat; the description of the dog or cat; and the signature of the veterinarian who performed the alteration.
- (6) The good faith deposit under subsection (4) is not required if one or more of the following apply:
 - a. A dog is transferred to a local, state, or federal law enforcement agency.
 - b. A dog is transferred to an organization or trainer that trains guide or lead dogs for blind persons, hearing dogs for deaf or audibly impaired persons, or service dogs for physically limited persons.
 - c. A dog or cat is transferred to another animal control shelter or animal protection shelter or is transferred to a person who will transfer the animal to another animal control shelter or animal protection shelter. Before the first animal control shelter or animal protection shelter releases the animal, it shall obtain from the person to whom the animal is to be released a written statement by the second animal control shelter or animal protection shelter that it is willing to accept the animal for purposes of adoption or humane euthanasia. Promptly after receipt of the animal by the second animal control shelter or animal protection shelter, the person to whom the animal was released shall provide the first animal control shelter or animal protection shelter with a written statement by the second animal control shelter or animal protection shelter containing a description of the dog or cat and acknowledging its receipt on a date specified in the statement.
- (7) A contract entered into pursuant to subsection (1) shall include a statement that if the terms of the contract are breached because a person adopting a dog or cat fails to have the animal altered as requested in the contract, then the person agrees to pay liquidated damages (fee shall be established by resolution of the township board of trustees) or actual reasonable costs incurred by the animal control shelter or animal protection shelter to enforce the contract. Immediately before a person signs the contract, a representative of the animal control shelter or animal protection shelter shall verbally direct the person's attention to the liquidated damages agreement in the contract.

- (8) If a person fails to comply with a contract for the alteration of a dog or cat as required under subsection (6), a court with appropriate jurisdiction may order the transfer of ownership of the adopted animal only to one of the following:
- a. The facility from which the animal was adopted.
 - b. A veterinarian, animal control shelter, or animal protection shelter willing to accept the animal and either humanely euthanize the animal or adopt the animal to an owner who agrees to have the animal altered.

Section 14-3. - (e) *Violation.* A person violating any provision of this section shall be guilty responsible for a municipal civil infraction and a court of appropriate jurisdiction may enter a judgment (fee shall be established by resolution of the township board of trustees) and subject to the fines set forth in Section 1-23.

(Ord. No. 5-21-02, §§ 1—3, 6-13-02)

Editor's note— Ord. No. 5-21-02, §§ 1—3, effective June 13, 2002, did not specify manner of inclusion; hence, inclusion as § 14-1 is at the discretion of the editor.

Sec. 14-29. - At large.

It shall be unlawful for any person owning or keeping any dog or other animal (as that term is defined in Section 14-1) to allow, suffer or permit such dog or animal to run at large within the corporate limits of the township; provided, however, that dogs on a leash and working dogs such as leader dogs, guard dogs, farm dogs, and hunting dogs when accompanied by their owner or his authorized agent and while actively engaged in activities for which such dogs are trained, or dogs engaged in lawful hunting or training, which are accompanied by the owner or keeper, and under reasonable control, shall not be deemed to be running at large. The maximum leash length shall be six (6) feet. Any person violating this section shall be responsible for a municipal civil infraction. The fine for violation of this section shall be one hundred fifty dollars (\$150.00) for a first offense, two hundred fifty dollars (\$250.00) for a second offense, and five hundred dollars (\$500.00) for a third or subsequent offense.

(Ord. No. 2-16-66, § 12, eff. 3-24-66)

State Law reference— Running at large prohibited, MCL 287.262.

Sec. 14-36. - Animal Waste

- (a) It shall be unlawful for any person having custody of any dog to allow, suffer or permit such dog to deposit feces on public or private property, other than the property of the dog's owner or keeper, without immediately removing such feces and depositing the same in a suitable waste receptacle.
- (b) Any person having custody of any dog which deposits feces on public or private property, other than the property of the owner, shall, upon being made aware of such fact, immediately remove such feces and deposit the same in a suitable waste receptacle.
- (c) A property owner or lessee shall regularly pick up dog waste on his or her property and deposit the waste material in an appropriate receptacle or container so as not to cause dog waste to unnecessarily accumulate and thereby cause an unpleasant odor or other nuisance to adjacent properties.
- (d) Any person violating this section shall be responsible for a municipal civil infraction. The fine for violation of this section shall be one hundred fifty dollars (\$150.00) for a first offense, two hundred fifty dollars (\$250.00) for a second offense, and five hundred dollars (\$500.00) for a third or subsequent offense.

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Charter Township of Van Buren

Agenda Item: _____

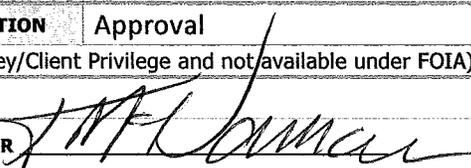
REQUEST FOR BOARD ACTION

WORK STUDY: APRIL 3, 2017
1ST READING DATE: APRIL 4, 2017
2ND READING DATE: APRIL 18, 2017

Consent Agenda	New Business X	Unfinished Business	Public Hearing
ITEM (SUBJECT)	First reading of Ordinance 04-04-17(2) to consider approval of approval of an amendment to Ordinance 1-13 – General Penalty for Violation of Code; Continuing Violations.		
DEPARTMENT	Police Department		
PRESENTER	Lt. Charles Bazzy		
PHONE NUMBER	(734) 699-8930		
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)			

Agenda topic

ACTION REQUESTED	First reading of Ordinance 04-04-17(2) to consider approval of approval of an amendment to Ordinance 1-13 – General Penalty for Violation of Code; Continuing Violations.
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	The amendment of Sec. 1-13 of the Code of Ordinances changes some 90-day misdemeanors to 93-day misdemeanors so that offenders may be charged under local ordinance allowing the township to retain a portion of the fine collected in accordance with state law and allows for the adoption of the municipal civil infraction ordinance which will reduce some ordinance violations to be de-criminalized.

BUDGET IMPLICATION	None anticipated.
IMPLEMENTATION NEXT STEP	If approved, after the 1 st and 2 nd readings, a notice of adoption will be placed in the newspaper and the Ordinance will go into effect.
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	
ATTORNEY RECOMMENDATION	Approval (May be subject to Attorney/Client Privilege and not available under FOIA)
ADDITIONAL REMARKS	
APPROVAL OF SUPERVISOR	

CHARTER TOWNSHIP OF VAN BUREN

COUNTY OF WAYNE

STATE OF MICHIGAN

ORDINANCE # 04-04-17(2)

At a regular meeting of the Township Board of the Charter Township of Van Buren, Wayne County, Michigan, held in the Van Buren Township Hall within the Township, on the _____ day of _____, 2017 at 7:00 p.m.

PRESENT: Members: _____

ABSENT: Member: _____

It was moved by Member ____ and supported by Member ____ that the following Ordinance be adopted to amend Article II of Chapter 1 (General Provisions) to read as follows:

THE CHARTER TOWNSHIP OF VAN BUREN ("Township"), COUNTY OF WAYNE, MICHIGAN ORDAINS:

Sec. 1-13. - General penalty for violation of Code; continuing violations.

- (a) Unless a violation of this Code or any ordinance of the township is specifically designated in the Code or ordinance as a municipal civil infraction or a civil infraction, the violation shall be deemed to be a misdemeanor.
- (b) Unless another penalty is expressly provided by this Code for any particular provision or section, every person convicted of a violation of any provision of this Code, or any rule or regulation adopted or issued pursuant thereto, shall be punished by a fine of not more than \$500.00 and costs of prosecution, or by imprisonment for a term not exceeding 90 days, or by both such fine and imprisonment. However, unless otherwise provided by law, a person convicted of a violation of this Code which substantially corresponds to a violation of state law that is a misdemeanor for which the maximum period of imprisonment is 93 days shall be punished by a fine not to exceed \$500.00 or by imprisonment for a period of not more than 93 days or by both such fine and imprisonment. Each act of violation and every day upon which any such violation shall occur shall constitute a new and separate offense.
- (c) In addition to the penalties provided in subsection (a) of this section, the township may enjoin or abate any violation of this Code by appropriate action.

- (d) Any person under 17 years of age convicted of a violation of this Code shall be guilty of a municipal civil infraction (except for violations of Chapter 82, Traffic and Vehicles), punishable by a fine of not more than \$500.00 in the discretion of the court regardless of any penalty provisions that may be stated in a specific chapter, section or subsection of this Code.
- (e) The sanction for a violation which is a municipal civil infraction shall be a civil fine in the amount as provided by this Code or any ordinance, plus any costs, damages, expenses and other sanctions, as authorized under chapter 87 of Public Act No. 236 of 1961 (MCL 600.8701 et seq.), and other applicable laws.
 - (1) Unless otherwise specifically provided for by this Code or any ordinance, the civil fine for a municipal civil infraction violation shall be not less than \$50.00 nor more than \$500.00, plus costs and other sanctions, for each infraction. Costs shall include all expenses, direct and indirect, to which the township has been put in connection with the municipal civil infraction, with the exception of those costs permitted pursuant to subsection (c) of this section, costs of no more than \$500.00 shall be ordered.
 - (2) Increased civil fines may be imposed for repeated violations by a person of any requirement or provision of this Code or any ordinance. As used in this section, the term "repeat offense" means a second (or any subsequent) municipal civil infraction violation of the same requirement or provision:
 - a. Committed by a person within any three-year period (unless some other period is specifically provided by this Code or any ordinance); and
 - b. For which the person admits responsibility or is determined to be responsible.
 - (3) Unless otherwise specifically provided by this Code or any ordinance for a particular municipal civil infraction violation, the increased fine for a repeat offense shall be as follows:
 - a. The fine for any offense which is a first repeat offense shall be no less than \$150.00, no more than \$500.00, plus costs.
 - b. Repeat offenses are determined on the basis of the date of the commission of the offenses.

- (f) A second repeat offense, a violation which is designated a municipal civil infraction shall constitute a misdemeanor punishable by a fine not exceeding \$500.00 (plus costs of prosecution), or imprisonment not exceeding 90 days, or both. However, nothing herein requires an authorized township official to charge a repeat offense of the same ordinance by the same individual as a misdemeanor.
- (g) A violation includes any act which is prohibited or made or declared to be unlawful or an offense by this Code or any ordinance; and any omission or failure to act where the act is required by this Code or any ordinance.
- (h) Each act of violation and each day on which any violation of this Code or any ordinance continues constitutes a separate offense/infraction and shall be subject to penalties or sanctions as a separate offense/infraction.

State Law reference— Limitation on penalties, MCL 42.21, MSA 5.46(21).

Effective Date

This amendment shall become effective upon publication in a newspaper of general circulation within the Charter Township of Van Buren.

THIS ORDINANCE IS HEREBY DECLARED TO HAVE BEEN ADOPTED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF VAN BUREN, COUNTY OF WAYNE, STATE OF MICHIGAN, AT A REGULAR MEETING, CALLED AND HELD ON THE _____ day of _____, 2017.

YEAS (in favor of amendment): _____

NAYS (opposed to amendment): _____

ABSENT: _____

I hereby approve the foregoing Ordinance.

 Kevin McNamara,
 Supervisor, Charter Township of Van Buren

 Leon Wright,
 Clerk, Charter Township of Van Buren

Adopted: _____

Published: _____
Effective: _____

Sec. 1-13. - General penalty for violation of Code; continuing violations.

- (a) Unless a violation of this Code or any ordinance of the township is specifically designated in the Code or ordinance as a municipal civil infraction or a civil infraction, the violation shall be deemed to be a misdemeanor
- (b) Unless another penalty is expressly provided by this Code for any particular provision or section, every person convicted of a violation of any provision of this Code, or any rule or regulation adopted or issued pursuant thereto, shall be punished by a fine of not more than \$500.00 and costs of prosecution, or by imprisonment for a term not exceeding 90 days, or by both such fine and imprisonment. However, unless otherwise provided by law, a person convicted of a violation of this Code which substantially corresponds to a violation of state law that is a misdemeanor for which the maximum period of imprisonment is 93 days shall be punished by a fine not to exceed \$500.00 or by imprisonment for a period of not more than 93 days or by both such fine and imprisonment. Each act of violation and every day upon which any such violation shall occur shall constitute a new and separate offense.
- (bc) In addition to the penalties provided in subsection (a) of this section, the township may enjoin or abate any violation of this Code by appropriate action.
- (ed) Any person under 17 years of age convicted of a violation of this Code shall be guilty of a municipal civil infraction (except for violations of Chapter 82, Traffic and Vehicles), punishable by a fine of not more than \$500.00 in the discretion of the court regardless of any penalty provisions that may be stated in a specific chapter, section or subsection of this Code.
- (e) The sanction for a violation which is a municipal civil infraction shall be a civil fine in the amount as provided by this Code or any ordinance, plus any costs, damages, expenses and other sanctions, as authorized under chapter 87 of Public Act No. 236 of 1961 (MCL 600.8701 et seq.), and other applicable laws.
- (1) Unless otherwise specifically provided for by this Code or any ordinance, the civil fine for a municipal civil infraction violation shall be not less than \$50.00 nor more than \$500.00, plus costs and other sanctions, for each infraction. Costs shall include all expenses, direct and indirect, to which the township has been put in connection with the municipal civil infraction, with the exception of those costs permitted pursuant to subsection (c) of this section, costs of no more than \$500.00 shall be ordered.
- (2) Increased civil fines may be imposed for repeated violations by a person of any requirement or provision of this Code or any ordinance. As used in this section, the term "repeat offense" means a second (or any subsequent) municipal civil infraction violation of the same requirement or provision:
- a. Committed by a person within any three-year period (unless some other period is specifically provided by this Code or any ordinance); and
- b. For which the person admits responsibility or is determined to be responsible.
- (3) Unless otherwise specifically provided by this Code or any ordinance for a particular municipal civil infraction violation, the increased fine for a repeat offense shall be as follows:

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a. The fine for any offense which is a first repeat offense shall be no less than \$150.00, no more than \$500.00, plus costs.

b. Repeat offenses are determined on the basis of the date of the commission of the offenses.

(f) A second repeat offense, a violation which is designated a municipal civil infraction shall constitute a misdemeanor punishable by a fine not exceeding \$500.00 (plus costs of prosecution), or imprisonment not exceeding 90 days, or both. However, nothing herein requires an authorized township official to charge a repeat offense of the same ordinance by the same individual as a misdemeanor.

(g) A violation includes any act which is prohibited or made or declared to be unlawful or an offense by this Code or any ordinance; and any omission or failure to act where the act is required by this Code or any ordinance.

(h) Each act of violation and each day on which any violation of this Code or any ordinance continues constitutes a separate offense/infraction and shall be subject to penalties or sanctions as a separate offense/infraction.

(Ord. No. 4-17-01(3), eff. 5-10-01)

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State Law reference— Limitation on penalties, MCL 42.21, MSA 5.46(21).

Charter Township of Van Buren

Agenda Item: _____

REQUEST FOR BOARD ACTION

WORK STUDY: APRIL 3, 2017
1ST READING DATE: APRIL 4, 2017
2ND READING DATE: APRIL 18, 2017

Consent Agenda	New Business X	Unfinished Business	Public Hearing
ITEM (SUBJECT)	First reading of Ordinance 04-04-17(3) to discuss an approval of an amendment to Article II (Municipal Civil Infractions) of Chapter 1 (General Provisions).		
DEPARTMENT	Police Department		
PRESENTER	Lt. Charles Bazy		
PHONE NUMBER	(734) 699-8930		
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)			

Agenda topic

ACTION REQUESTED	
First reading of Ordinance 04-04-17(3) to discuss an approval of an amendment to Article II (Municipal Civil Infractions) of Chapter 1 (General Provisions).	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
The addition of Article II (Municipal Civil Infraction) of Chapter 1 (General Provisions) provides enforcement power/remedies to the township to take action against violations and provides enforcement power in the district court, which will allow for more cost effective ordinance enforcement.	

BUDGET IMPLICATION	None anticipated.
IMPLEMENTATION NEXT STEP	If approved, after the 1 st and 2 nd reading, a notice of adoption will be placed in the newspaper and the Ordinance will go into effect.
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	
ATTORNEY RECOMMENDATION	Approval
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	
APPROVAL OF SUPERVISOR	

CHARTER TOWNSHIP OF VAN BUREN

COUNTY OF WAYNE

STATE OF MICHIGAN

ORDINANCE # 04-04-17(3)

At a regular meeting of the Township Board of the Charter Township of Van Buren, Wayne County, Michigan, held in the Van Buren Township Hall within the Township, on the _____ day of _____, 2017 at 7:00 p.m.

PRESENT: Members: _____

ABSENT: Member: _____

It was moved by Member ____ and supported by Member ____ that the following Ordinance be adopted to amend Article II of Chapter 1 (General Provisions) to read as follows:

THE CHARTER TOWNSHIP OF VAN BUREN ("Township"), COUNTY OF WAYNE, MICHIGAN ORDAINS:

ARTICLE II. - MUNICIPAL CIVIL INFRACTIONS

State Law reference— Municipal civil infractions, MCL 600.8701 et seq.

Sec. 1-14. - Definitions.

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Act means Public Act No. 236 of 1961 (MCL 600.101 et seq.).

Authorized township official means a police officer or other personnel of the township authorized by this Code or any ordinance to issue municipal civil infraction citations or municipal civil infraction violation notices.

Bureau means the township municipal ordinance violations bureau as established by this article.

Municipal civil infraction action means a civil action in which the defendant is alleged to be responsible for a municipal civil infraction.

Municipal civil infraction citation means a written complaint or notice prepared by an authorized township official, directing a person to appear in court regarding the occurrence or existence of a municipal civil infraction violation by the person cited.

Municipal civil infraction violation notice means a written notice prepared by an authorized township official, directing a person to appear at the township municipal ordinance violations bureau and to pay the fine and costs, if any, prescribed for the violation by the schedule of civil fines adopted by the township, as authorized under sections 8396 and 8707(6) of the Act (MCL 600.8396, 600.8707(6)).

Sec. 1-15. - Municipal civil infraction action, commencement.

A municipal civil infraction action may be commenced upon the issuance by an authorized township official of:

- (1) A municipal civil infraction citation directing the alleged violator to appear in court; or
- (2) A municipal civil infraction violation notice directing the alleged violator to appear at the township municipal ordinance violations bureau.

Sec. 1-16. - Citations; issuance and service.

Municipal civil infraction citations shall be issued and served by authorized township officials as follows:

- (1) The time for appearance specified in a citation shall be within a reasonable time after the citation is issued.
- (2) The place for appearance specified in a citation shall be the district court.
- (3) Each citation shall be numbered consecutively and shall be in a form approved by the state court administrator. The original citation shall be filed with the 34th district court. Copies of the citation shall be retained by the township and issued to the alleged violator as provided by section 8705 of the Act (MCL 600.8705).
- (4) A citation for a municipal civil infraction signed by an authorized township official shall be treated as made under oath if the violation alleged in the citation occurred in the presence of the official signing the complaint and if the citation contains the following statement immediately above the date and signature of the official: "I declare under the penalties of perjury that the statements above are true to the best of my information, knowledge and belief."
- (5) An authorized township official who witnesses a person commit a municipal civil infraction shall prepare and subscribe, as soon as possible and as completely as possible, an original and required copies of a citation.
- (6) An authorized township official may issue a citation to a person if:
 - a. Based upon investigation, the official has reasonable cause to believe that the person is responsible for a municipal civil infraction; or
 - b. Based upon investigation of a complaint by someone who allegedly witnessed the person commit a municipal civil infraction, the official has reasonable cause to believe that the person is responsible for an infraction and if the prosecuting attorney or township attorney approves in writing the issuance of the citation.

- (7) Municipal civil infraction citations shall be served by an authorized township official as follows:
- a. Except as provided by subsection (7)b of this section, an authorized township official shall personally serve a copy of the citation upon the alleged violator.
 - b. If the municipal civil infraction action involves the use or occupancy of land, a building or other structure, a copy of the citation does not need to be personally served upon the alleged violator, but may be served upon an owner or occupant of the land, building or structure by posting a copy on the land or attaching the copy to the building or structure. In addition, a copy of the citation shall be sent by first class mail to the owner of the land, building or structure at the owner's last known address.

Sec. 1-17. - Municipal ordinance violations bureau; creation; location; supervision; employees; rules and regulations.

- (a) The township may create a municipal ordinance violations bureau (bureau) pursuant to section 8396 of the Act (MCL 600.8396), as it may be amended from time to time, to accept admissions of responsibility for municipal civil infractions for which municipal ordinance violation notices have been issued and served by authorized officials, and to collect and retain civil fines for such admissions as prescribed by this Code or any ordinance.
- (b) The bureau shall be located at township hall, and shall be under the supervision and control of the code and ordinance enforcement department of the township. The code and ordinance enforcement department, subject to the approval of the township board, shall adopt rules and regulations for the operation of the bureau.

Sec. 1-18. - Authorized township officials.

Township police officers are authorized to enforce the provisions of this chapter, and may issue municipal civil infraction violation notices or municipal civil infraction citations for any municipal civil infraction, except where otherwise prohibited pursuant to this Code. An official who has previously been authorized to enforce any provision of this Code or any ordinance of the township, by this Code or any ordinance, shall be authorized to enforce that provision of this Code or any ordinance as a municipal civil infraction under the provisions of this article, and may issue municipal civil infraction violation notices or municipal civil infraction citations. Additionally, the township board may by resolution, authorize other persons to enforce the provisions of this chapter, including issuing municipal civil infraction violation notices or municipal infraction citations.

Sec. 1-19. - Disposition of violations; bureau limited to accepting admissions of responsibility.

The bureau may dispose only of municipal civil infraction violations for which a fine has been scheduled and for which a municipal civil infraction notice (as compared to a citation) has been issued. The bureau's authority shall be limited to accepting

admissions of responsibility for municipal civil infractions and collecting and retaining civil fines and costs as result of those admissions. The bureau shall not accept payment of a fine from anyone who denies having committed the offense or who admits responsibility only with explanation, and in no event shall the bureau determine, or attempt to determine, the truth or falsity of any fact or matter relating to the alleged violation.

Sec. 1-20. - Municipal civil infraction violation notices.

Municipal civil infraction violation notices shall be issued and served by authorized township officials under the same circumstances and upon the same persons as provided for citations in section 28-22. In addition to any other information required by this Code or other ordinance, the notice of violation shall indicate:

- (1) The date by which the alleged violator must appear at the bureau;
- (2) The methods by which an appearance may be made;
- (3) The address and telephone number of the bureau;
- (4) The hours during which the bureau is open;
- (5) The amount of the fine scheduled for the alleged violation; and
- (6) The consequences for failure to appear and pay the required fine within the required time.

Sec. 1-21. - Appearance; payment of fines and costs.

An alleged violator receiving a municipal civil infraction violation notice shall appear at the bureau and pay the specified fine and costs at or by the date specified for appearance in the municipal civil infraction violation notice. Payment shall be made payable to the township treasurer. An appearance may be made by mail, in person or by representation.

Sec. 1-22. - Procedure if admission of responsibility not made or fine not paid.

If an authorized township official issues and serves a municipal ordinance violation notice and if an admission of responsibility is not made and the civil fine and costs, if any, prescribed by the schedule of fines for the violation are not paid at the bureau, the treasurer or other designated township employee shall notify the issuing official that the alleged violator has not admitted responsibility and/or not paid the fine and costs. A municipal civil infraction citation may be filed with the district court and a copy of the citation may be served by first-class mail upon the alleged violator at the alleged violator's last known address. The citation filed with the court does not need to comply in all particulars with the requirements for citations as provided by sections 8705 and 8709 of the Act (MCL 600.8705 and 600.8709), but shall consist of a sworn complaint containing the allegations stated in the municipal ordinance violation notice and shall fairly inform the alleged violator how to respond to the citation.

Sec. 1-23. - Civil fines.

Unless a different schedule of civil fines is provided for by any ordinance, the following schedule of civil fines, payable to the township treasurer, for admissions of responsibility by persons served with municipal ordinance violation notices, shall apply:

CIVIL FINES

- First offense within a three-year period*\$150.00
- Second offense within a three-year period*250.00
- Third or subsequent offense within a three-year period*500.00

*Determined on the basis of the date of commission of the offense. Each act of violation and every day upon which any such violation shall occur shall constitute a separate offense.

Sec. 1-24. - Accounting and disposition of civil fines.

A designated employee shall retain all municipal ordinance violation notices and shall account to the township board as directed concerning the number of admissions and denials of responsibility for municipal civil infraction notices and the amount of fines collected. The amounts collected in civil fines shall be placed in the general fund of the township.

Sec. 1-25. - Availability of other enforcement remedies.

Nothing in this chapter shall be deemed to require the township to initiate its ordinance enforcement activity through the issuance of a municipal ordinance violation notice. The township shall have the right to directly proceed with the issuance of a municipal civil infraction citation for any municipal civil infraction, or to take other enforcement action as authorized by law.

Effective Date

This amendment shall become effective upon publication in a newspaper of general circulation within the Charter Township of Van Buren.

THIS ORDINANCE IS HEREBY DECLARED TO HAVE BEEN ADOPTED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF VAN BUREN, COUNTY OF WAYNE, STATE OF MICHIGAN, AT A REGULAR MEETING, CALLED AND HELD ON THE _____ day of _____, 2017.

YEAS (in favor of amendment): _____

NAYS (opposed to amendment): _____

ABSENT: _____

I hereby approve the foregoing Ordinance.

Kevin McNamara,
Supervisor, Charter Township of Van Buren

Leon Wright,
Clerk, Charter Township of Van Buren

Adopted: _____
Published: _____
Effective: _____

Charter Township of Van Buren

REQUEST FOR BOARD ACTION

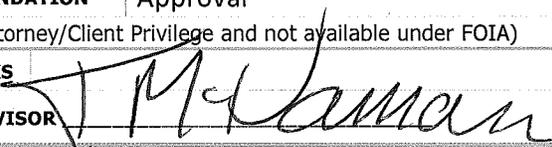
Agenda Item: _____

WORK STUDY: APRIL 3, 2017
1ST READING DATE: APRIL 4, 2017
2ND READING DATE: APRIL 18, 2017

	Consent Agenda	New Business X	Unfinished Business	Public Hearing
ITEM (SUBJECT)	First reading of Ordinance 04-04-17(4) to consider approval of an amendment Section 42-79 of the Van Buren Township Code of Ordinances.			
DEPARTMENT	Police Department			
PRESENTER	Lt. Charles Bazy			
PHONE NUMBER	(734) 699-8930			
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)				

Agenda topic

ACTION REQUESTED	
First reading of Ordinance 04-04-17(4) to consider approval of an amendment Section 42-79 of the Van Buren Township Code of Ordinances.	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
This amendment will replace the requirement that notices are sent via certified mail with the requirements of notices being sent via first-class mail and posting the property. This amendment allows the ordinance officers to comply with due process while removing the possibility that the individual will avoid service via certified mail thus making the process more efficient.	

BUDGET IMPLICATION	None anticipated.
IMPLEMENTATION NEXT STEP	If approved, after the 1 st and 2 nd reading, a notice of adoption will be placed in the newspaper and the Ordinance will go into effect.
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	
ATTORNEY RECOMMENDATION	Approval (May be subject to Attorney/Client Privilege and not available under FOIA)
ADDITIONAL REMARKS	
APPROVAL OF SUPERVISOR	

Sec. 42-79. - Enforcement of division; penalties for violation of division.

- (a) This division shall be enforced by such persons who shall be so designated by the township board.
- (b) The owner, if possible, and the occupant of any property upon which any of the causes of blight or blighting factors set forth in section 42-78 is found to exist shall be notified in writing to remove or eliminate such causes of blight or blighting factors from such property within ten days after service of the notice upon him. Such notice may be served ~~personally or by registered first class mail, return receipt requested~~ provided that a copy of the notice is posted in a conspicuous location on the property or such notice may be served by personal service. Additional time may be granted by the enforcement officer where bona fide efforts to remove or eliminate such causes of blight or blighting factors are in progress.
- (c) Violation of this division shall be a misdemeanor which shall be punishable, upon conviction, as provided in section 1-13.

(Ord. No. 12-28-71, § 3, eff. 2-4-72)

CHARTER TOWNSHIP OF VAN BUREN

COUNTY OF WAYNE

STATE OF MICHIGAN

ORDINANCE # 04-04-17(4)

At a regular meeting of the Township Board of the Charter Township of Van Buren, Wayne County, Michigan, held in the Van Buren Township Hall within the Township, on the _____ day of _____, 2017 at 7:00 p.m.

PRESENT: Members: _____

ABSENT: Member: _____

It was moved by Member ____ and supported by Member ____ that the following Ordinance be adopted to amend Sec. 42-79 to read as follows:

THE CHARTER TOWNSHIP OF VAN BUREN ("Township"), COUNTY OF WAYNE, MICHIGAN ORDAINS:

Sec. 42-79. - Enforcement of division; penalties for violation of division.

- (a) This division shall be enforced by such persons who shall be so designated by the township board.
- (b) The owner, if possible, and the occupant of any property upon which any of the causes of blight or blighting factors set forth in section 42-78 is found to exist shall be notified in writing to remove or eliminate such causes of blight or blighting factors from such property within ten days after service of the notice upon him. Such notice may be served by first class mail provided that a copy of the notice is posted in a conspicuous location on the property or such notice may be served by personal service. Additional time may be granted by the enforcement officer where bona fide efforts to remove or eliminate such causes of blight or blighting factors are in progress.
- (c) Violation of this division shall be a misdemeanor which shall be punishable, upon conviction, as provided in section 1-13.

Effective Date

This amendment shall become effective upon publication in a newspaper of general circulation within the Charter Township of Van Buren.

THIS ORDINANCE IS HEREBY DECLARED TO HAVE BEEN ADOPTED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF VAN BUREN, COUNTY

OF WAYNE, STATE OF MICHIGAN, AT A REGULAR MEETING, CALLED AND HELD
ON THE _____ day of _____, 2017.

YEAS (in favor of amendment): _____

NAYS (opposed to amendment): _____

ABSENT: _____

I hereby approve the foregoing Ordinance.

Kevin McNamara,
Supervisor, Charter Township of Van Buren

Leon Wright,
Clerk, Charter Township of Van Buren

Adopted: _____

Published: _____

Effective: _____

Charter Township of Van Buren

REQUEST FOR BOARD ACTION

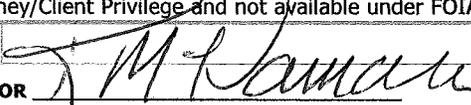
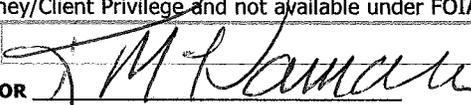
Agenda Item: _____

WORK STUDY: APRIL 3, 2017
1ST READING DATE: APRIL 4, 2017
2ND READING DATE: APRIL 18, 2017

Consent Agenda	New Business X	Unfinished Business	Public Hearing
ITEM (SUBJECT)	First reading of Ordinance 04-04-17(5) to discuss an approval of adding Sec. 58-161 (Embezzlement) to the Van Buren Township Code of Ordinances.		
DEPARTMENT	Police Department		
PRESENTER	Lt. Charles Bazy		
PHONE NUMBER	(734) 699-8930		
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)			

Agenda topic

ACTION REQUESTED	
First reading of Ordinance 04-04-17(5) to discuss an approval of adding Sec. 58-161 (Embezzlement) to the Van Buren Township Code of Ordinances.	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
This amendment adds a state law as a local ordinance.	

BUDGET IMPLICATION	None anticipated.
IMPLEMENTATION NEXT STEP	If approved, after the 1 st and 2 nd reading, a notice of adoption will be placed in the newspaper and the Ordinance will go into effect.
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	
ATTORNEY RECOMMENDATION	Approval
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	
APPROVAL OF SUPERVISOR	

CHARTER TOWNSHIP OF VAN BUREN

COUNTY OF WAYNE

STATE OF MICHIGAN

ORDINANCE # 04-04-17(5)

At a regular meeting of the Township Board of the Charter Township of Van Buren, Wayne County, Michigan, held in the Van Buren Township Hall within the Township, on the _____ day of _____, 2017 at 7:00 p.m.

PRESENT: Members: _____

ABSENT: Member: _____

It was moved by Member ____ and supported by Member ____ that the following Ordinance be adopted to add Sec. 58-161 to read as follows:

THE CHARTER TOWNSHIP OF VAN BUREN ("Township"), COUNTY OF WAYNE, MICHIGAN ORDAINS:

Sec. 58-161. - Embezzlement.

A person who as the agent, servant, or employee of another person, governmental entity within this state, or other legal entity or who as the trustee, bailee, or custodian of the property of another person, governmental entity within this state, or other legal entity fraudulently disposes of or converts to his or her own use, or takes or secretes with the intent to convert to his or her own use without the consent of his or her principal, any money or other personal property of his or her principal that has come to that person's possession or that is under his or her charge or control by virtue of his or her being an agent, servant, employee, trustee, bailee, or custodian, is guilty of embezzlement.

If the money or personal property embezzled has a value of less than \$200.00, the person is guilty of a misdemeanor punishable by imprisonment for not more than 93 days or a fine of not more than \$500.00 or 3 times the value of the money or property embezzled, whichever is greater, or both imprisonment and a fine.

State Law reference— Embezzlement by agent, servant or employee, or trustee, bailee, or custodian; penalty; prima facie proof of intent; enhanced sentence based on prior convictions; consecutive sentence; conditions, MCL 750.174.

Effective Date

This amendment shall become effective upon publication in a newspaper of general circulation within the Charter Township of Van Buren.

THIS ORDINANCE IS HEREBY DECLARED TO HAVE BEEN ADOPTED BY THE TOWNSHIP BOARD OF THE CHARTER TOWNSHIP OF VAN BUREN, COUNTY OF WAYNE, STATE OF MICHIGAN, AT A REGULAR MEETING, CALLED AND HELD ON THE _____ day of _____, 2017.

YEAS (in favor of amendment): _____

NAYS (opposed to amendment): _____

ABSENT: _____

I hereby approve the foregoing Ordinance.

Kevin McNamara,
Supervisor, Charter Township of Van Buren

Leon Wright,
Clerk, Charter Township of Van Buren

Adopted: _____

Published: _____

Effective: _____