

**CHARTER TOWNSHIP OF VAN BUREN BOARD OF TRUSTEES
FEBRUARY 18, 2020 BOARD MEETING 6:00 P.M.
TENTATIVE AGENDA**

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

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

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

EXECUTIVE SUMMARY OF THE AGENDA:

ADOPTION OF AGENDA:

ADOPTION OF CONSENT AGENDA:

1. Work Study Session Minutes of February 3, 2020.
2. Board Meeting Minutes of February 4, 2020.
3. Prepaid List of February 6, 2020.
4. Prepaid List of February 13, 2020.
5. Voucher List of February 18, 2020.
6. Approval of the re-appointments of Joe Baskin and Victor DeLibera to the Downtown Development Authority with terms to expire March 9, 2024.
7. Approval of the appointment of John Herman to the Board of Zoning Appeals with a term to expire December 1, 2022.
8. Approval of Resolution 2020-05: Corrective Action Plan.

PUBLIC HEARINGS:

CORRESPONDENCE/ANNOUNCEMENTS/ PRESENTATIONS:

1. Proclamation celebrating 100 years of women’s suffrage presented to the League of Women Voters.
2. mParks 2020 Outstanding Park Design Award for the Quirk Park Splash Pad.

PUBLIC COMMENT (Unfinished and New Business):

UNFINISHED BUSINESS:

NEW BUSINESS:

1. To consider approval of the professional services agreement with PEA Inc. for the segment of the Iron Belle Trail through Van Buren Township and authorize the Supervisor and Clerk to execute the agreement.
2. To consider approval of professional services agreement with PEA Inc. for the segment of the Iron Belle Trail through the east end of Van Buren Township and authorize the Supervisor and Clerk to execute the agreement.

REPORTS:

PUBLIC COMMENT NON-AGENDA ITEMS :

BOARD COMMENT NON-AGENDA ITEMS:

ADJOURNMENT:

**CHARTER TOWNSHIP OF VAN BUREN
WORK STUDY MEETING MINUTES
FEBRUARY 3, 2020**

Clerk Wright called the meeting to order at 4:00 p.m. in the Sheldon Room. Present: Treasurer Budd, Clerk Wright, Trustee Frazier, Trustee Martin, Trustee Miller, and Trustee White. Absent/Excused: Supervisor McNamara. Others in attendance: Secretary Montgomery, Executive Assistant Selman, Public Services Director Best and Deputy Director Renaud, Interim Deputy Director (Fire) McNally, Senior Director Jordan, Water and Sewer Director Taylor, Planning and Economic Development Director Powers, DDA Deputy Director Lothringer and an audience of three (3)

Wright moved, Martin seconded to appoint Treasurer Budd as Chair of the meeting. Motion Carried.

Discussion on the appointment of Penny Young as alternate on the Board of Review with a term to expire on December 31, 2020

Discussion on the appointment of Patricia Tumas to the Endowment Committee with a term to expire January 15, 2022.

Discussion on the appointment of Eileen Parent to the Water and Sewer Commission with a term to expire June 1, 2020.

Discussion on the purchase of a 2020 Ford F-350 for the Fire Department in the amount of \$47,736.60 to be expensed from line item 101-336-970-000.

Discussion on Resolution 2020-04 the US Signal Maintenance Agreement which outlines the responsibility of the identified sanitary connection to the Township sanitary manhole located at 9275 Haggerty Road.

CLOSED SESSION: None.

PUBLIC COMMENT: Resident requested to join her in support of her efforts to petition Kroger to occupy the vacant property formerly occupied by Kmart.

BOARD COMMENT:

ADJOURNMENT: There being no further discussion Miller moved, Martin seconded to adjourn the Work Study Session at 4:32 p.m. Motion Carried.

Leon Wright, Township Clerk

Date: _____.

Kevin McNamara, Supervisor

Date: _____.

**CHARTER TOWNSHIP OF VAN BUREN
BOARD OF TRUSTEES MEETING MINUTES
FEBRUARY 4, 2020**

Clerk Wright called the meeting to order at 6:00 p.m. in the Board Room. Present: Treasurer Budd, Clerk Wright, Trustee Frazier, Trustee Martin, Trustee Miller, and Trustee White. Absent/Excused: Supervisor McNamara, Others in attendance: Secretary Montgomery, Planning and Economic Development Director Powers, Public Services Director Best, Water and Sewer Director Taylor, Interim Deputy Director (Fire) McInally, and an audience of seven (7).

Wright moved, Frazier seconded to appoint Treasurer Budd as Chair. Motion Carried.

EXECUTIVE SUMMARY OF THE AGENDA: Treasurer Budd outlined the items appearing on the agenda.

ADOPTION OF THE AGENDA: Miller moved, Wright seconded to approve the agenda. Motion Carried.

ADOPTION OF CONSENT AGENDA: Frazier moved, Martin seconded to approve the Consent Agenda moving item #2, #3 and #4 to New Business. [Work Study Session Minutes of January 21, 2020, Board Meeting Minutes of January 21, 2020, Approval of the appointment of Penny Young as alternate on the Board of Review with a term to expire on December 31, 2020, Approval of the appointment of Patricia Tumas to the Endowment Committee with a term to expire January 15, 2022, Approval of the appointment of Eileen Parent to the Water and Sewer Commission with a term to expire June 1, 2020]. Motion Carried.

PUBLIC HEARING: None.

CORRESPONDENCE/ANNOUNCEMENTS/PRESENTATIONS:

Presentation of the Rotary Banner to the Board of Trustees by Judge David Parrott.

PUBLIC COMMENT (Unfinished and New Business): None.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Miller moved, Wright seconded to approve the second (final) reading of Ordinance 01-21-20 to rezone a portion of parcel V-125-83-046-99-0011-705 otherwise known as 8001 Haggerty Road from C-1 General Business District to M-1 Light Industrial District. Roll Call Vote. Yeas: Budd, Wright, Frazier, Martin, Miller and White. Absent: McNamara Nays: None Motion Carried.

Martin moved, White seconded to approve the purchase of a 2020 Ford F-350 for the Fire Department in the amount of \$47,736.60 to be expensed from line item 101-336-970-000. Motion Carried.

Wright moved, Miller seconded to approve Resolution 2020-04 the US Signal Maintenance Agreement which outlines the responsibility of the identified sanitary connection to the Township sanitary manhole located at 9275 Haggerty Road. Motion Carried.

The following announcements were made: The Township Administrative offices will be closed on Monday February 17, 2020 in observance of President's Day; Public Safety Administrative offices will remain open; Open registration for the first session of Summer Day Camps will be from March 2 to March 15, 2020 for more information contact the Parks and Recreation Department at 734-699-8926; the Recreation Department is offering an open craft night on Saturday, February 28, 2020 from 10 a.m.- 11 a.m., bring your own tools/supplies, \$2.00 per person includes pizza, register at least one day in advance, children must be accompanied by an adult; Thursday, January 30 from noon until 3:30 p.m. there will be free admission and transportation to the Detroit Institute of Arts via the Come Wander Around Program, enjoy a guided tour with refreshments, limited seating, sign up at the September Days Senior Center; Parks and Recreation is hosting a

descendants themed Kids Crafty Saturday on February 8, 2020 from 10a.m. – 11 a.m. for children grades k-5 at the cost of \$5.00 per child, per craft and; the Galaxy Gala Daddy Daughter Dance will be held on February 14 and 15, 2020 from 7 p.m. until 9 p.m., register in advance by February 7, 2020, no tickets will be sold at the door, \$20 per couple for Van Buren Township residents , \$25 per couple for non-residents and \$5.00 for each additional child; the Belleville Area Museum will have pictures with Cupid & Rosie the Riveter on Saturday February 15, 2020 from 1- 4 p.m. valentines and candy will be available; Thursday February 20, 2020 from 6-8 p.m. the Belleville Area Museum will be hosting Mr. Brown Goes to Washington featuring stories and photos from Douglas Brown’s time in D.C.; the event is free for members and \$5 for non-members, pizza, salad and pop will be served at 5:30 p.m.; election law changes allow all voters to vote absentee and many voters are taking advantage of the option as the permanent absentee voter list has grown from 3,530 in December 2019 to 5,711 as of today; voter registration is available on election day however residents must have resided within the Township for 30 days prior in order to cast their vote on election day and voters are encouraged to verify their registration prior to election day. Clerk Wright gave a summary of efforts made to inform voters of election changes, improvements and processes underway for the 2020 election cycle. Treasurer Budd read a thank you from the League of Women Voters to Clerk Wright for meeting with them to discuss voter education efforts.

Frazier moved, Miller seconded to approve the prepaid list of January 23, 2020. Roll Call Vote: Budd, Wright, Frazier, Martin and Miller. Nays: White. Absent: McNamara. Motion Carried.

Miller moved, Wright seconded to approve the prepaid list of January 30, 2020. Roll Call Vote: Budd, Wright, Frazier, Martin and Miller. Nays: White. Absent: McNamara. Motion Carried.

Frazier moved, Miller seconded to approve the voucher list of February 4, 2020. Roll Call Vote: Budd, Wright, Frazier, Martin and Miller. Nays: White. Absent: McNamara. Motion Carried.

REPORTS: None.

PUBLIC COMMENT NON-AGENDA ITEMS: Resident comments included: Encouraged the public to sign a petition in an effort to get Kroger Corporation to consider occupying the property formerly occupied by Kmart, concern over flooding of several properties on Tyler Rd. and a request for the Township to cease further development until the water issued has been resolved. Treasurer Budd requested that Director Best to provide information to Board regarding the flooding on the properties in concern.

BOARD COMMENT NON-AGENDA ITEMS:

ADJOURNMENT: Martin moved, Miller seconded to adjourn at 7:10 p.m. Motion Carried.

Leon Wright, Township Clerk

Date: _____.

Kevin McNamara, Supervisor

Date: _____.

INVOICE DUE DATES 02/06/2020 - 02/06/2020

JOURNALIZED

PAID

02.06.20 PREPAID

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date	PO Number
Vendor ATT2 - AT&T:								
0719632508 94388	AT&T JAN 171.797.4154 101-228-817-000	01/11/2020 KTYLER JAN 171.797.4154	02/06/2020	2.83 2.83	0.00	Paid	Y 02/06/2020	
4262352506 94389	AT&T 1.11-2.10 831.000.9170 101-228-817-000	01/11/2020 KTYLER 1.11-2.10 831.000.9170	02/06/2020	1,324.80 1,324.80	0.00	Paid	Y 02/06/2020	
2170852501 94390	AT&T 1.19-2.18 831.000.6514 101-265-850-000	01/19/2020 KTYLER 1.19-2.18 831.000.6514	02/06/2020	662.48 662.48	0.00	Paid	Y 02/06/2020	
Total for vendor ATT2 - AT&T:				1,990.11	0.00			
Vendor ATCFOR - ATCHINSON FORD SALES INC:								
NEW VEHICLE								
94398	ATCHINSON FORD SALES INC POLICE PATROL VEHICLES 101-301-970-000	01/31/2020 KTYLER 2020 FORD POLICE INTERCEPTOR VEHICLE	02/06/2020	37,000.00 37,000.00	0.00	Paid	Y 12/31/2019	19-0243
Total for vendor ATCFOR - ATCHINSON FORD SALES INC:				37,000.00	0.00			
Vendor BADL - BELLEVILLE AREA DISTRICT LIBRARY:								
TAXES								
94405	BELLEVILLE AREA DISTRICT LIBRARY WIN 19 DIST COLLECT 2.3.20 703-000-247-000 703-000-247-002	02/03/2020 KTYLER WIN 19 DIST COLLECT 2.3.20 WIN 19 DIST COLLECT 2.3.20	02/06/2020	243,005.26 169,708.63 73,296.63	0.00	Paid	Y 02/06/2020	
Total for vendor BADL - BELLEVILLE AREA DISTRICT LIBRARY:				243,005.26	0.00			
Vendor SUNTEL - CBTS:								
160009 94392	CBTS HP ARUBA 2930M 48G POE+ SWITCH A 101-228-817-000	01/30/2020 KTYLER HP ARUBA 2930M POE+ NETWORK SWITCH	02/06/2020	4,398.00 4,398.00	0.00	Paid	Y 12/31/2019	19-0564
Total for vendor SUNTEL - CBTS:				4,398.00	0.00			
Vendor COMCAST - COMCAST:								

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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	PO Number
245565 94391	COMCAST 2.7-3.8 CABLE/INTERNET 101-265-920-000 101-336-920-000	01/24/2020 KTYLER	02/06/2020	258.80	0.00	Paid	Y 02/06/2020	
		2.7-3.8 CABLE/INTERNET KTYLER		129.40				
		2.7-3.8 CABLE/INTERNET KTYLER		129.40				
	Total for vendor COMCAST - COMCAST:			<u>258.80</u>	<u>0.00</u>			
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Vendor CRGELE - CRG ELECTRIC LLC:								
16557 94397	CRG ELECTRIC LLC UPS BACKUP SYSTEM REPAIRS 101-301-933-000	12/17/2019 KTYLER	02/06/2020	230.00	0.00	Paid	Y 12/31/2019	
		UPS BACKUP SYSTEM REPAIRS KTYLER		230.00				
	Total for vendor CRGELE - CRG ELECTRIC LLC:			<u>230.00</u>	<u>0.00</u>			
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Vendor DTE - DTE ENERGY:								
910016828386 94366	DTE ENERGY 12.27-1.24 10200 BECK 101-691-920-000	01/27/2020 KTYLER	02/06/2020	27.14	0.00	Paid	Y 02/06/2020	
		12.27-1.24 10200 BECK KTYLER		27.14				
910016815557 94367	DTE ENERGY 12.27-1.24 11972 BECKLEY 592-536-920-000 592-536-920-000	01/27/2020 KTYLER	02/06/2020	331.22	0.00	Paid	Y 02/06/2020	
		12.27-1.24 11972 BECKLEY KTYLER		39.21				
		12.27-1.24 11972 BECKLEY KTYLER		292.01				
930001988417 94368	DTE ENERGY 12.17-1.16 15992 BROOKSIDE 592-536-920-000 592-536-920-000	01/17/2020 KTYLER	02/06/2020	206.49	0.00	Paid	Y 12/31/2019	
		12.19-1.16 15992 BROOKSIDE KTYLER		166.71				
		12.17-1.16 15992 BROOKSIDE KTYLER		39.78				
910022836571 94369	DTE ENERGY 12.27-1.24 45400 HARMONY 592-536-920-000	01/27/2020 KTYLER	02/06/2020	42.07	0.00	Paid	Y 02/06/2020	
		12.27-1.24 45400 HARMONY KTYLER		42.07				
910016815664 94370	DTE ENERGY 12.27-1.24 45400 HARMONY 592-536-920-000	01/27/2020 KTYLER	02/06/2020	247.09	0.00	Paid	Y 02/06/2020	
		12.27-1.24 45400 HARMONY KTYLER		247.09				

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized	PO Number
Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							
910016829905								
94371	DTE ENERGY	01/17/2020	02/06/2020	216.44	0.00	Paid	Y	
	12.18-1.16 8145 JEREMY	KTYLER					12/31/2019	
	592-536-920-000	12.18-1.16 8145 JEREMY		40.94				
	592-536-920-000	12.18-1.16 8145 JEREMY		175.50				
910016815185								
94372	DTE ENERGY	01/27/2020	02/06/2020	102.88	0.00	Paid	Y	
	12.27-1.24 47555 N SHORE	KTYLER					02/06/2020	
	592-536-920-000	12.27-1.24 47555 N SHORE		102.88				
910022836712								
94373	DTE ENERGY	01/27/2020	02/06/2020	38.64	0.00	Paid	Y	
	12.27-1.24 47555 N SHORE	KTYLER					02/06/2020	
	592-536-920-000	12.27-1.24 47555 N SHORE		38.64				
930001913563								
94374	DTE ENERGY	01/27/2020	02/06/2020	430.06	0.00	Paid	Y	
	12.27-1.24 51372 OLD RAWSONVILLE	KTYLER					02/06/2020	
	592-536-920-000	12.27-1.24 51372 OLD RAWSONVILLE		430.06				
910022836944								
94375	DTE ENERGY	01/17/2020	02/06/2020	163.80	0.00	Paid	Y	
	12.18-1.16 9297 PARKWOOD	KTYLER					12/31/2019	
	592-536-920-000	12.18-1.16 9297 PARKWOOD		125.16				
	592-536-920-000	12.18-1.16 9297 PARKWOOD		38.64				
910022836324								
94376	DTE ENERGY	01/27/2020	02/06/2020	21.73	0.00	Paid	Y	
	12.27-1.24 12095 QUIRK	KTYLER					02/06/2020	
	247-000-920-000	12.27-1.24 12095 QUIRK		21.73				
910016815904								
94377	DTE ENERGY	01/27/2020	02/06/2020	106.22	0.00	Paid	Y	
	12.27-1.24 12302 RYZNAR	KTYLER					02/06/2020	
	592-536-920-000	12.27-1.24 12302 RYZNAR		41.52				
	592-536-920-000	12.27-1.24 12302 RYZNAR		64.70				
910013927108								
94378	DTE ENERGY	01/27/2020	02/06/2020	31.10	0.00	Paid	Y	
	12.27-1.24 46293 TYLER	KTYLER					02/06/2020	
	592-536-920-000	12.27-1.24 46293 TYLER		31.10				
910013925276								
94379	DTE ENERGY	01/27/2020	02/06/2020	302.82	0.00	Paid	Y	
	12.27-1.24 46805 TYLER	KTYLER					02/06/2020	
	592-536-920-000	12.27-1.24 46805 TYLER		302.82				

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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	PO Number
910013926241 94380	DTE ENERGY 12.27-1.24 46805 TYLER 592-536-920-000	01/27/2020 KTYLER 12.27-1.24 46805 TYLER	02/06/2020	614.36 614.36	0.00	Paid	Y 02/06/2020	
910013924881 94381	DTE ENERGY 12.21-1.22 128 4TH 101-265-920-000 101-265-920-000	01/23/2020 KTYLER 12.21-1.22 128 4TH 12.21-1.22 128 4TH	02/06/2020	295.40 40.36 255.04	0.00	Paid	Y 02/06/2020	
910016828139 94382	DTE ENERGY 12.21-1.22 130 4TH 101-265-920-000	01/23/2020 KTYLER 12.21-1.22 130 4TH	02/06/2020	106.37 106.37	0.00	Paid	Y 02/06/2020	
910013925151 94383	DTE ENERGY 12.21-1.22 405 MAIN 250-000-920-000	01/23/2020 KTYLER 12.21-1.22 405 MAIN	02/06/2020	256.77 256.77	0.00	Paid	Y 02/06/2020	
910016828261 94384	DTE ENERGY 12.21-1.22 405 MAIN 250-000-920-000	01/23/2020 KTYLER 12.21-1.22 405 MAIN	02/06/2020	104.33 104.33	0.00	Paid	Y 02/06/2020	
Total for vendor DTE - DTE ENERGY:				<u>3,644.93</u>	<u>0.00</u>			

Vendor GLWA - GREAT LAKES WATER AUTHORITY:

300-1511-S 94393	GREAT LAKES WATER AUTHORITY DEC IWC 592-537-924-000	01/24/2020 KTYLER DEC IWC	02/06/2020	1,755.91 1,755.91	0.00	Paid	Y 12/31/2019	
Total for vendor GLWA - GREAT LAKES WATER AUTHORITY:				<u>1,755.91</u>	<u>0.00</u>			

Vendor HUTPAV - HUTCH PAVING:

11095 94402	HUTCH PAVING ASPHALT RPRS-WATER MAIN BREAK @ 592-536-819-000	11/18/2019 KTYLER ASPHALT RPRS-WATER MAIN BREAK @ O'REI	02/06/2020	20,950.00 20,950.00	0.00	Paid	Y 12/31/2019	
Total for vendor HUTPAV - HUTCH PAVING:				<u>20,950.00</u>	<u>0.00</u>			

Vendor I94MAR - I-94 MARINE & WATERSPORTS :

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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	PO Number
05/20/2019 94395	I-94 MARINE & WATERSPORTS BOAT DOCK LINE X 2 101-301-865-000	05/20/2019 KTYLER	02/06/2020	65.52	0.00	Paid	Y 12/31/2019	
	BOAT DOCK LINE X 2			65.52				
07/01/2019 94396	I-94 MARINE & WATERSPORTS PROPS/PROP HUB 101-301-865-000	07/01/2019 KTYLER	02/06/2020	180.00	0.00	Paid	Y 12/31/2019	
	PROPS/PROP HUB			180.00				
Total for vendor I94MAR - I-94 MARINE & WATERSPORTS :				<u>245.52</u>	<u>0.00</u>			

Vendor LICOSC - LINCOLN CONSOLIDATED SCHOOLS:

TAXES								
94406	LINCOLN CONSOLIDATED SCHOOLS SUM 19 DIST COLLECT 02.03.20 703-000-236-000	02/03/2020 KTYLER	02/06/2020	3,696.39	0.00	Paid	Y 02/06/2020	
	SUM 19 DIST COLLECT 02.03.20 703-000-246-000			3,648.19				
	SUM 19 DIST COLLECT 02.03.20			48.20				
Total for vendor LICOSC - LINCOLN CONSOLIDATED SCHOOLS:				<u>3,696.39</u>	<u>0.00</u>			

Vendor MAJGRA - MAJIK GRAPHICS:

19668 94399	MAJIK GRAPHICS #201/#202/#203 GRAPHICS 101-301-860-000	01/24/2020 KTYLER	02/06/2020	1,680.00	0.00	Paid	Y 12/31/2019	19-0485
	MANUFACTURE AND APPLY GRAPHICS			1,680.00				
Total for vendor MAJGRA - MAJIK GRAPHICS:				<u>1,680.00</u>	<u>0.00</u>			

Vendor OAKCOU - OAKLAND COUNTY TREASURERS:

CLM0011009 94401	OAKLAND COUNTY TREASURERS 4TH Q (OCT-DEC) CLEMIS POLICE 101-301-819-000	12/31/2019 KTYLER	02/06/2020	12,474.46	0.00	Paid	Y 12/31/2019	
	4TH Q (OCT-DEC) CLEMIS POLICE			12,474.46				
Total for vendor OAKCOU - OAKLAND COUNTY TREASURERS:				<u>12,474.46</u>	<u>0.00</u>			

Vendor ORKIN - ORKIN :

190490855 94385	ORKIN FEB PEST SVCS FS1 101-265-931-000	01/24/2020 KTYLER	02/06/2020	66.88	0.00	Paid	Y 02/06/2020	
	FEB PEST SVCS FS1			66.88				

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190491478 94386	ORKIN FEB PEST SVCS TWP HALL 101-265-931-000	01/24/2020 KTYLER	02/06/2020	217.72	0.00	Paid	Y 02/06/2020	
	FEB PEST SVCS TWP HALL	KTYLER		217.72				
190491924 94387	ORKIN FEB PEST SVCS FS2 101-265-931-000	01/24/2020 KTYLER	02/06/2020	92.04	0.00	Paid	Y 02/06/2020	
	FEB PEST SVCS FS2	KTYLER		92.04				
	Total for vendor ORKIN - ORKIN :			<u>376.64</u>	<u>0.00</u>			

Vendor PITBOW - PITNEY BOWES:

1014299632 94403	PITNEY BOWES 12.1-11.30 FOLDER/STUFFER MAINT 592-536-937-000	11/11/2019 KTYLER	02/06/2020	2,775.96	0.00	Paid	Y 02/06/2020	
	12.1-11.30 FOLDER/STUFFER MAINT	KTYLER		2,775.96				
	Total for vendor PITBOW - PITNEY BOWES:			<u>2,775.96</u>	<u>0.00</u>			

Vendor UISSCA - UIS SCADA:

530359279 94400	UIS SCADA REPLACE HAGGERTY RD ENCLOSURE 592-536-970-001	01/24/2020 KTYLER	02/06/2020	1,995.00	0.00	Paid	Y 12/31/2019	19-0491
	REPLACE HAGGERTY RD ENCLOSURE	KTYLER		1,995.00				
	Total for vendor UISSCA - UIS SCADA:			<u>1,995.00</u>	<u>0.00</u>			

Vendor VBPU SC - VAN BUREN PUBLIC SCHOOL:

TAXES								
94407	VAN BUREN PUBLIC SCHOOL SUM 19 DIST COLLECT 2.3.20 703-000-231-000	02/03/2020 KTYLER	02/06/2020	66,137.80	0.00	Paid	Y 02/06/2020	
	SUM 19 DIST COLLECT 2.3.20	KTYLER		48,253.10				
	703-000-231-001	SUM 19 DIST COLLECT 2.3.20		2,486.38				
	703-000-234-000	SUM 19 DIST COLLECT 2.3.20		2,075.88				
	703-000-234-001	SUM 19 DIST COLLECT 2.3.20		102.60				
	703-000-235-000	SUM 19 DIST COLLECT 2.3.20		12,597.41				
	703-000-235-001	SUM 19 DIST COLLECT 2.3.20		622.43				
	Total for vendor VBPU SC - VAN BUREN PUBLIC SCHOOL:			<u>66,137.80</u>	<u>0.00</u>			

Vendor WADTRI - WADE TRIM :

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	PO Number
2016966 94394	WADE TRIM 12.27 BECK RD BYPASS VALVE/AUTOM 592-536-820-000	01/21/2020 KTYLER	02/06/2020	1,916.59	0.00	Paid	Y 12/31/2019	
	12.27 BECK RD BYPASS VALVE/AUTOMATION			1,916.59				
	Total for vendor WADTRI - WADE TRIM :			1,916.59	0.00			

Vendor WALMAR - WALMART COMMUNITY/SYNCB:

TR#8323/8324

94404	WALMART COMMUNITY/SYNCB PARTIAL REPLACE CHK#124585 S.W.A	02/03/2020 KTYLER	02/06/2020	1,600.00	0.00	Paid	Y 02/06/2020	
	101-301-956-000	PARTIAL REPLACE CHK#124585 S.W.A.H. 2		1,600.00				
	Total for vendor WALMAR - WALMART COMMUNITY/SYNCB:			1,600.00	0.00			

Vendor WAINSC - WASHTENAW INTERMEDIATE SCHOOLS:

TAXES

94408	WASHTENAW INTERMEDIATE SCHOOLS SUM 19 DIST COLLECT 2.3.20	02/03/2020 KTYLER	02/06/2020	2,644.79	0.00	Paid	Y 02/06/2020	
	703-000-239-000	SUM 19 DIST COLLECT 2.3.20		2,644.79				
	Total for vendor WAINSC - WASHTENAW INTERMEDIATE SCHOOLS:			2,644.79	0.00			

Vendor WACOTR - WAYNE COUNTY TREASURER:

TAXES

94409	WAYNE COUNTY TREASURER SUM 19 DIST COLLECT 2.3.20	02/03/2020 KTYLER	02/06/2020	70,370.98	0.00	Paid	Y 02/06/2020	
	703-000-222-000	SUM 19 DIST COLLECT 2.3.20		25,796.66				
	703-000-222-001	SUM 19 DIST COLLECT 2.3.20		1,179.83				
	703-000-230-000	SUM 19 DIST COLLECT 2.3.20		26,803.04				
	703-000-230-001	SUM 19 DIST COLLECT 2.3.20		1,223.28				
	703-000-237-000	SUM 19 DIST COLLECT 2.3.20		14,236.78				
	703-000-237-001	SUM 19 DIST COLLECT 2.3.20		703.49				
	703-000-237-002	SUM 19 DIST COLLECT 2.3.20		407.75				
	703-000-237-003	SUM 19 DIST COLLECT 2.3.20		20.15				

TAXES

94410	WAYNE COUNTY TREASURER WIN 19 DIST COLLECT 2.3.20	02/03/2020 KTYLER	02/06/2020	963,884.29	0.00	Paid	Y 02/06/2020	
	703-000-244-000	WIN 19 DIST COLLECT 2.3.20		33,702.06				
	703-000-222-000	WIN 19 DIST COLLECT 2.3.20		117,004.14				
	703-000-240-000	WIN 19 DIST COLLECT 2.3.20		110,903.74				
	703-000-242-000	WIN 19 DIST COLLECT 2.3.20		25,025.49				
	703-000-243-000	WIN 19 DIST COLLECT 2.3.20		383,139.27				

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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date	PO Number
	GL Distribution							
	703-000-241-000	WIN 19	DIST COLLECT 2.3.20	29,068.78				
	703-000-248-000	WIN 19	DIST COLLECT 2.3.20	23,642.88				
	703-000-237-004	WIN 19	DIST COLLECT 2.3.20	229,577.61				
	703-000-245-000	WIN 19	DIST COLLECT 2.3.20	11,820.32				
	Total for vendor WACOTR - WAYNE COUNTY TREASURER:			1,034,255.27		0.00		

# of Invoices:	45	# Due:	0	Totals:	1,443,031.43	0.00
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					1,443,031.43	0.00

--- TOTALS BY FUND ---

101 - General Fund	60,682.44	0.00
247 - DDA Fund	21.73	0.00
250 - Museum Fund	361.10	0.00
592 - Water/Sewer Fund	32,226.65	0.00
703 - Current Tax Fund	1,349,739.51	0.00

--- TOTALS BY DEPT/ACTIVITY ---

000 -	1,350,122.34	0.00
228 - IT Department	5,725.63	0.00
265 - Building & Grounds	1,570.29	0.00
301 - Police Department	53,229.98	0.00
336 - Fire Department	129.40	0.00
536 - Water Department	30,470.74	0.00
537 - Sewer Department	1,755.91	0.00
691 - Recreation Dept	27.14	0.00

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	Jrnlized Post Date	PO Number
Vendor ATCFOR - ATCHINSON FORD SALES INC:								
240569 94576	ATCHINSON FORD SALES INC #418 OIL CHANGE/AIR FILTER 101-336-860-000	10/09/2019 KTYLER	02/13/2020	89.25	89.25	Open	N 12/31/2019	
	#418 OIL CHANGE/AIR FILTER			89.25				
242464 94577	ATCHINSON FORD SALES INC #525 POWER STEERING REPAIRS 592-536-932-000	11/12/2019 KTYLER	02/13/2020	395.75	395.75	Open	N 12/31/2019	
	#525 POWER STEERING REPAIRS			395.75				
	Total for vendor ATCFOR - ATCHINSON FORD SALES INC:			485.00	485.00			
Vendor CUMCDA - CUMMINGS, MCCLOREY, DAVIS & ACHO:								
308470 94460	CUMMINGS, MCCLOREY, DAVIS & ACHO DEC LEGAL SVCS 101-210-801-000	02/03/2020 KTYLER	02/13/2020	64.00	64.00	Open	N 12/31/2019	
	DEC LEGAL SVCS			45.44				
	592-536-801-002	DEC LEGAL SVCS		18.56				
308469 94461	CUMMINGS, MCCLOREY, DAVIS & ACHO DEC LEGAL SVCS 101-210-801-000	02/03/2020 KTYLER	02/13/2020	912.00	912.00	Open	N 12/31/2019	
	DEC LEGAL SVCS			647.52				
	592-536-801-002	DEC LEGAL SVCS		264.48				
	Total for vendor CUMCDA - CUMMINGS, MCCLOREY, DAVIS & ACHO:			976.00	976.00			
Vendor EPICOR - EPICOR SOFTWARE CORPORATION:								
5469194 94484	EPICOR SOFTWARE CORPORATION DOCULEX DATA CONVERSION TO DOCST 101-228-817-000	01/31/2020 KTYLER	02/13/2020	225.00	225.00	Open	N 12/31/2019	19-0587
	DOCULEX TO DOCSTAR DOC MANAGEMENT CON			225.00				
	Total for vendor EPICOR - EPICOR SOFTWARE CORPORATION:			225.00	225.00			
Vendor GLWA - GREAT LAKES WATER AUTHORITY:								
100.1511.W 94504	GREAT LAKES WATER AUTHORITY DEC WATER PURCHASES 592-536-927-000	01/24/2020 KTYLER	02/13/2020	270,707.01	270,707.01	Open	N 12/31/2019	
	DEC WATER PURCHASES			270,707.01				

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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	PO Number
100.1511.W 94505	GREAT LAKES WATER AUTHORITY FEB 2018 WATER PURCHASES 592-536-927-000	01/24/2020 KTYLER	02/13/2020	3,042.70	3,042.70	Open	N 12/31/2019	
	FEB 2018 WATER PURCHASES			3,042.70				
100.1511.W 94506	GREAT LAKES WATER AUTHORITY SEPT 2017 WATER PURCHASES 592-536-927-000	01/24/2020 KTYLER	02/13/2020	24,432.83	24,432.83	Open	N 12/31/2019	
	SEPT 2017 WATER PURCHASES			24,432.83				
	Total for vendor GLWA - GREAT LAKES WATER AUTHORITY:			<u>298,182.54</u>	<u>298,182.54</u>			

Vendor JOHCON - JOHNSON CONTROLS:

33756472 94499	JOHNSON CONTROLS CLERKS OFFICE REMOTE DOOR LATCH/ 101-265-931-000	01/27/2020 KTYLER	02/13/2020	900.00	900.00	Open	N 12/31/2019	19-0519
	CLERK - DOOR LATCH / MOVE DOOR READER			900.00				
	Total for vendor JOHCON - JOHNSON CONTROLS:			<u>900.00</u>	<u>900.00</u>			

Vendor OAKCOU - OAKLAND COUNTY TREASURERS:

FRM0002035 94513	OAKLAND COUNTY TREASURERS 4TH Q OCT-NOV-DEC CLEMIS FIRE 101-336-819-000	12/31/2019 KTYLER	02/13/2020	1,654.54	1,654.54	Open	N 12/31/2019	
	4TH Q OCT-NOV-DEC CLEMIS FIRE			1,654.54				
	Total for vendor OAKCOU - OAKLAND COUNTY TREASURERS:			<u>1,654.54</u>	<u>1,654.54</u>			

Vendor PACE - PACE ANALYTICAL SERVICES:

1935331941 94518	PACE ANALYTICAL SERVICES NOV WATER TESTING 592-536-819-000	12/03/2019 KTYLER	02/13/2020	954.00	954.00	Open	N 12/31/2019	
	NOV WATER TESTING			954.00				
	Total for vendor PACE - PACE ANALYTICAL SERVICES:			<u>954.00</u>	<u>954.00</u>			

Vendor PRONEM - PRIORITY ONE EMERGENCY:

70060439 94575	PRIORITY ONE EMERGENCY #419 WIRING FOR LIGHTS/RADIO 101-336-860-000	12/11/2019 KTYLER	02/13/2020	1,720.00	1,720.00	Open	N 12/31/2019	
	#419 WIRING FOR LIGHTS/RADIO			1,720.00				
	Total for vendor PRONEM - PRIORITY ONE EMERGENCY:			<u>1,720.00</u>	<u>1,720.00</u>			

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 DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP
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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized	PO Number
Inv Ref#	Description	Entered By					Post Date	
Vendor WATWOR - WATER WORKS AUTO WASH:								
CAR WASHES								
94500	WATER WORKS AUTO WASH	01/07/2020	02/13/2020	1,885.00	1,885.00	Open	N	
	4TH Q OCT-NOV-DEC CAR WASHES	KTYLER					12/31/2019	
	101-301-860-004	4TH Q OCT-NOV-DEC CAR WASHES		1,405.00				
	101-336-860-004	4TH Q OCT-NOV-DEC CAR WASHES		100.00				
	101-370-860-000	4TH Q OCT-NOV-DEC CAR WASHES		50.00				
	101-329-860-000	4TH Q OCT-NOV-DEC CAR WASHES		65.00				
	101-692-860-000	4TH Q OCT-NOV-DEC CAR WASHES		65.00				
	592-536-932-000	4TH Q OCT-NOV-DEC CAR WASHES		150.00				
	101-265-860-000	4TH Q OCT-NOV-DEC CAR WASHES		50.00				
	Total for vendor WATWOR - WATER WORKS AUTO WASH:			1,885.00	1,885.00			

Vendor WIPOEQ - WINDER POLICE EQUIPMENT:

192473								
94501	WINDER POLICE EQUIPMENT	11/07/2019	02/13/2020	7,689.06	7,689.06	Open	N	19-0371
	PARTS TO EQUIP NEW POLICE VEHICL	KTYLER					12/31/2019	
	101-301-860-000	WHITE 3" ROUND LIGHT WHELEN		168.75				
	101-301-860-000	HEADLIGHT FLASHER		180.00				
	101-301-860-000	RED LIGHT		267.75				
	101-301-860-000	BLUE LIGHT		267.75				
	101-301-860-000	MIRROR BEAMS		300.20				
	101-301-860-000	100 WATT SPEAKER		555.00				
	101-301-860-000	MAGNETIC MIC		104.85				
	101-301-860-000	2020 UTILITY PARTITION		695.25				
	101-301-860-000	2020 UTILITY PUSH BUMBER		436.50				
	101-301-860-000	DOCKING STATION FOR DELL		1,772.19				
	101-301-860-000	LAPTOP SCREEN SUPPORT		186.63				
	101-301-860-000	2020 FORD UTILITY CARGO DECK		2,654.19				
	101-301-860-000	SHIPPING		100.00				
192551								
94502	WINDER POLICE EQUIPMENT	11/20/2019	02/13/2020	605.25	605.25	Open	N	19-0371
	PARTS TO EQUIP NEW POLICE VEHICL	KTYLER					12/31/2019	
	101-301-860-000	2020 UTILITY WINDOW BARRIER		605.25				
200025								
94503	WINDER POLICE EQUIPMENT	01/06/2020	02/13/2020	3,724.50	3,724.50	Open	N	19-0371
	PARTS TO EQUIP NEW POLICE VEHICL	KTYLER					12/31/2019	
	101-301-860-000	SHIPPING		576.00				
	101-301-860-000	2020 FORD UTILITY SEAT		3,148.50				
	Total for vendor WIPOEQ - WINDER POLICE EQUIPMENT:			12,018.81	12,018.81			

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized	PO Number
Inv Ref#	Description	Entered By					Post Date	
GL Distribution								
# of Invoices:	16	# Due:	16	Totals:	319,000.89		319,000.89	
# of Credit Memos:	0	# Due:	0	Totals:	0.00		0.00	
Net of Invoices and Credit Memos:					<u>319,000.89</u>		<u>319,000.89</u>	
--- TOTALS BY FUND ---								
	101 - General Fund			19,035.56			19,035.56	
	592 - Water/Sewer Fund			299,965.33			299,965.33	
--- TOTALS BY DEPT/ACTIVITY ---								
	210 - Attorney Fees			692.96			692.96	
	228 - IT Department			225.00			225.00	
	265 - Building & Grounds			950.00			950.00	
	301 - Police Department			13,423.81			13,423.81	
	329 - Ordinance Enforcement			65.00			65.00	
	336 - Fire Department			3,563.79			3,563.79	
	370 - Building/Planning Dept.			50.00			50.00	
	536 - Water Department			299,965.33			299,965.33	
	692 - Seniors Dept			65.00			65.00	

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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	PO Number
Vendor ATT - AT&T:								
906R11053702 94414	AT&T FEB R11-0537 101-265-850-000	02/01/2020 KTYLER FEB R11-0537	02/13/2020	556.83 556.83	556.83	Open	N 02/13/2020	
734398794302 94436	AT&T FEB 398-7943 592-536-920-000	02/01/2020 KTYLER FEB 398-7943	02/13/2020	267.68 267.68	267.68	Open	N 02/13/2020	
Total for vendor ATT - AT&T:				824.51	824.51			
Vendor ATTGLO - AT&T:								
MI690970 94432	AT&T FEB 911 DISPATCH EQUIP MAINT 101-325-819-000	01/30/2020 KTYLER FEB 911 DISPATCH EQUIP MAINT	02/13/2020	1,093.60 1,093.60	1,093.60	Open	N 02/13/2020	
Total for vendor ATTGLO - AT&T:				1,093.60	1,093.60			
Vendor COMCAST - COMCAST:								
249435 94412	COMCAST 2.9-3.8 CAMARA CONNECTION 101-336-920-000	01/26/2020 KTYLER 2.9-3.8 CAMARA CONNECTION	02/13/2020	144.85 144.85	144.85	Open	N 02/13/2020	
64356 94413	COMCAST 2.14-3.13 WABASH INTERNET/PHONE 592-536-920-000	02/01/2020 KTYLER 2.14-3.13 WABASH INTERNET/PHONE	02/13/2020	164.87 164.87	164.87	Open	N 02/13/2020	
293938 94434	COMCAST 2.6-3.5 HAGGERTY INTERNET/PHONE 592-536-920-000	02/02/2020 KTYLER 2.6-3.5 HAGGERTY INTERNET/PHONE	02/13/2020	163.16 163.16	163.16	Open	N 02/13/2020	
70064 94435	COMCAST 2.7-3.6 BACKUP INTERNET SVCS 101-228-817-000	02/03/2020 KTYLER 2.7-3.6 BACKUP INTERNET SVCS	02/13/2020	76.02 76.02	76.02	Open	N 02/13/2020	
288565 94443	COMCAST 2.4-3.3 CABLE/INTERNET	02/01/2020 KTYLER	02/13/2020	183.35	183.35	Open	N 02/13/2020	

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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	PO Number
	101-718-920-000	2.4-3.3 CABLE/INTERNET		183.35				
79909 94507	COMCAST 2.8-3.7 MUSEUM INTERNET 250-000-920-000	02/04/2020 KTYLER	02/13/2020	94.40	94.40	Open	N 02/13/2020	
		2.8-3.7 MUSEUM INTERNET		94.40				
		Total for vendor COMCAST - COMCAST:		826.65	826.65			

Vendor DTE - DTE ENERGY:

910016829640 94415	DTE ENERGY 12.27-1.24 46425 TYLER	01/27/2020 KTYLER	02/13/2020	13.53	13.53	Open	N 02/13/2020	
	592-536-920-000	12.27-1.24 46425 TYLER		13.53				
910016814931 94416	DTE ENERGY 12.27-1.28 14200 HAGGERTY	01/29/2020 KTYLER	02/13/2020	160.05	160.05	Open	N 02/13/2020	
	592-536-920-000	12.27-1.28 14200 HAGGERTY		111.06				
	592-536-920-000	12.27-1.28 14200 HAGGERTY		48.99				
910013925862 94417	DTE ENERGY 12.28-1.28 39895 S I-94 SVCS DR	01/29/2020 KTYLER	02/13/2020	23.76	23.76	Open	N 02/13/2020	
	592-536-920-000	12.28-1.28 39895 S I-94 SVCS DR		23.76				
910015586928 94418	DTE ENERGY 12.28-1.28 45400 HULL	01/29/2020 KTYLER	02/13/2020	1,702.34	1,702.34	Open	N 02/13/2020	
	101-336-920-000	12.28-1.28 45400 HULL		1,141.11				
	101-336-920-000	12.28-1.28 45400 HULL		561.23				
910015587074 94419	DTE ENERGY 12.31-1.29 49475 EDISON	01/29/2020 KTYLER	02/13/2020	548.37	548.37	Open	N 02/13/2020	
	101-718-920-000	12.31-1.29 49475 EDISON		548.37				
910022836431 94420	DTE ENERGY 12.31-1.29 46270 AYRES	01/30/2020 KTYLER	02/13/2020	739.59	739.59	Open	N 02/13/2020	
	101-718-920-000	12.31-1.29 46270 AYRES		739.59				
910016828014 94421	DTE ENERGY 12.31-1.29 50075 EDISON	01/30/2020 KTYLER	02/13/2020	13.53	13.53	Open	N 02/13/2020	
	101-718-920-000	12.31-1.29 50075 EDISON		13.53				

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized	PO Number
Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							
910016828493								
94422	DTE ENERGY	01/30/2020	02/13/2020	14.12	14.12	Open	N	
	12.31-1.29 50745 EDISON	KTYLER					02/13/2020	
	101-718-920-000	12.31-1.29 50745 EDISON		14.12				
910016815425								
94423	DTE ENERGY	01/30/2020	02/13/2020	206.69	206.69	Open	N	
	12.31-1.29 2457 RAWSONVILLE	KTYLER					02/13/2020	
	592-536-920-000	12.31-1.29 2457 RAWSONVILLE		206.69				
910013925425								
94424	DTE ENERGY	01/30/2020	02/13/2020	17.27	17.27	Open	N	
	12.31-1.29 50655 EDISON	KTYLER					02/13/2020	
	101-718-920-000	12.31-1.29 50655 EDISON		17.27				
910013925581								
94425	DTE ENERGY	01/30/2020	02/13/2020	239.24	239.24	Open	N	
	12.31-1.29 50901 S I-94 SVCS DR	KTYLER					02/13/2020	
	101-718-920-000	12.31-1.29 50901 S I-94 SVCS DR		60.01				
	101-718-920-000	12.31-1.29 50901 S I-94 SVCS DR		179.23				
910016828634								
94426	DTE ENERGY	01/30/2020	02/13/2020	168.11	168.11	Open	N	
	1.3-1.30 13085 VENTURA	KTYLER					02/13/2020	
	592-536-920-000	1.3-1.30 13085 VENTURA		130.95				
	592-536-920-000	1.3-1.30 13085 VENTURA		37.16				
910013926118								
94427	DTE ENERGY	01/31/2020	02/13/2020	1,656.00	1,656.00	Open	N	
	12.28-1.28 39605 WABASH	KTYLER					02/13/2020	
	592-536-920-000	12.28-1.28 39605 WABASH		222.81				
	592-536-920-000	12.28-1.28 39605 WABASH		1,433.19				
920000828565								
94428	DTE ENERGY	01/31/2020	02/13/2020	26.35	26.35	Open	N	
	1.3-1.30 10000 BECK	KTYLER					02/13/2020	
	101-265-920-000	1.3-1.30 10000 BECK		26.35				
920007469058								
94429	DTE ENERGY	01/31/2020	02/13/2020	13.69	13.69	Open	N	
	1.3-1.30 45385 ECORSE	KTYLER					02/13/2020	
	247-000-920-000	1.3-1.30 45385 ECORSE		13.69				
930002720306								
94430	DTE ENERGY	01/30/2020	02/13/2020	1,907.21	1,907.21	Open	N	
	12.14-1.29 50335 EDISON/46425 TY	KTYLER					02/13/2020	
	101-718-920-000	12.31-1.29 50335 EDISON		150.09				

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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
	GL Distribution 101-265-920-000	12.14-1.14 46425 TYLER		1,757.12				
930001988474 94431	DTE ENERGY 12.24-1.23 SIRENS 101-265-920-000	01/23/2020 KTYLER 12.24-1.23 SIRENS	02/13/2020	315.25 315.25	315.25	Open	N 02/13/2020	
Total for vendor DTE - DTE ENERGY:				<u>7,765.10</u>	<u>7,765.10</u>			

Vendor MARLIN - MARLIN BUSINESS BANK:

17760667 94411	MARLIN BUSINESS BANK 1.3-2.3 MUSEUM PHONE/INTERNET 250-000-850-000	02/03/2020 KTYLER 1.3-2.3 MUSEUM PHONE/INTERNET	02/13/2020	138.03 138.03	138.03	Open	N 02/13/2020	
Total for vendor MARLIN - MARLIN BUSINESS BANK:				<u>138.03</u>	<u>138.03</u>			

Vendor NETFLE - VERIZON CONNECT:

OSV000002025876 94442	VERIZON CONNECT JAN MONTHLY SVCS 101-265-860-000	02/01/2020 KTYLER JAN MONTHLY SVCS	02/13/2020	682.20 682.20	682.20	Open	N 02/13/2020	
Total for vendor NETFLE - VERIZON CONNECT:				<u>682.20</u>	<u>682.20</u>			

Vendor VERWIR - VERIZON WIRELESS:

9846984371 94433	VERIZON WIRELESS 12.24-1.23 CELL PHONES 101-101-956-000 101-171-956-000 101-215-956-000 101-228-956-000 101-265-850-000 101-329-740-000 101-336-850-000 101-370-740-000 101-691-740-000 101-692-740-000 101-715-740-000 247-000-740-000 592-536-740-000	01/23/2020 KTYLER 12.24-1.23 CELL PHONES 12.24-1.23 CELL PHONES	02/13/2020	2,659.23 135.96 135.96 50.38 106.91 345.22 101.37 202.14 501.65 101.98 55.92 100.76 120.76 700.22	2,659.23	Open	N 02/13/2020	
Total for vendor VERWIR - VERIZON WIRELESS:				<u>2,659.23</u>	<u>2,659.23</u>			

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 User: KTYLER
 DB: Van Buren Twp

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Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized	PO Number
Inv Ref#	Description	Entered By					Post Date	
Vendor YCUA - YPSILANTI COMMUNITY UTIL AUTH:								
5.500.400005.01								
94464	YPSILANTI COMMUNITY UTIL AUTH	01/30/2020	02/13/2020	1,680.57	1,680.57	Open	N	
	JAN YCUA SEWAGE	KTYLER					02/13/2020	
	592-537-924-000	JAN YCUA SEWAGE		1,680.57				
	Total for vendor YCUA - YPSILANTI COMMUNITY UTIL AUTH:			1,680.57	1,680.57			
# of Invoices:	30	# Due:	30	Totals:	15,669.89	15,669.89		
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00		
Net of Invoices and Credit Memos:					15,669.89	15,669.89		

--- TOTALS BY FUND ---

101 - General Fund	10,098.37	10,098.37
247 - DDA Fund	134.45	134.45
250 - Museum Fund	232.43	232.43
592 - Water/Sewer Fund	5,204.64	5,204.64

--- TOTALS BY DEPT/ACTIVITY ---

000 -	366.88	366.88
101 - Township Board	135.96	135.96
171 - Supervisor Department	135.96	135.96
215 - Clerk Department	50.38	50.38
228 - IT Department	182.93	182.93
265 - Building & Grounds	3,682.97	3,682.97
325 - Dispatch	1,093.60	1,093.60
329 - Ordinance Enforcement	101.37	101.37
336 - Fire Department	2,049.33	2,049.33
370 - Building/Planning Dept.	501.65	501.65
536 - Water Department	3,524.07	3,524.07
537 - Sewer Department	1,680.57	1,680.57
691 - Recreation Dept	101.98	101.98
692 - Seniors Dept	55.92	55.92
715 - Communications Dept	100.76	100.76
718 - Park & Lake Dept	1,905.56	1,905.56

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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	PO Number
Vendor ABHECO - ABSOLUTE HEATING & COOLING:								
479								
94448	ABSOLUTE HEATING & COOLING 1.13 FS1 HVAC AIR FILTERS/HUMIDI 101-265-931-000	01/28/2020 KTYLER	02/18/2020	490.00	490.00	Open	N 02/18/2020	
	1.13 FS1 HVAC AIR FILTERS/HUMIDIFIER			490.00				
480								
94449	ABSOLUTE HEATING & COOLING 1.23 FS1 RTU REPLACE INDUCER 101-265-931-000	01/28/2020 KTYLER	02/18/2020	630.00	630.00	Open	N 02/18/2020	
	1.23 FS1 RTU REPLACE INDUCER			630.00				
481								
94450	ABSOLUTE HEATING & COOLING 1.23 SENIORS FREEZER REPLACE EVA 101-265-931-000	01/28/2020 KTYLER	02/18/2020	300.00	300.00	Open	N 02/18/2020	
	1.23 SENIORS FREEZER REPLACE EVAP DRA			300.00				
	Total for vendor ABHECO - ABSOLUTE HEATING & COOLING:			1,420.00	1,420.00			
Vendor ALSELA - ALL SEASONS LANDSCAPING :								
188560								
94440	ALL SEASONS LANDSCAPING CHAINSAWS @ FIRE STATIONS 101-336-933-000	01/09/2020 KTYLER	02/18/2020	9.74	9.74	Open	N 02/18/2020	
	CHAINSAWS @ FIRE STATIONS			9.74				
	Total for vendor ALSELA - ALL SEASONS LANDSCAPING :			9.74	9.74			
Vendor ALLBRO - ALLIE BROTHERS:								
78632								
94444	ALLIE BROTHERS SCHMIDTKE UNIFORMS 101-301-741-000	01/24/2020 KTYLER	02/18/2020	6.00	6.00	Open	N 02/18/2020	
	SCHMIDTKE UNIFORMS			6.00				
78757								
94445	ALLIE BROTHERS RINI UNIFORMS 101-301-741-000	01/31/2020 KTYLER	02/18/2020	269.96	269.96	Open	N 02/18/2020	
	RINI UNIFORMS			269.96				
	Total for vendor ALLBRO - ALLIE BROTHERS:			275.96	275.96			
Vendor MIDSEC - ALLIED UNIVERSAL TECHNOLOGY SVCS:								
JC3325								
94438	ALLIED UNIVERSAL TECHNOLOGY SVCS PURCHASE/INSTALL HANWHA VIDEO SO 247-000-740-000	12/31/2019 KTYLER	02/18/2020	6,200.00	6,200.00	Open	N 02/18/2020	
	PURCHASE/INSTALL HANWHA VIDEO FOR DDA			6,200.00				

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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	PO Number
JC3393 94439	ALLIED UNIVERSAL TECHNOLOGY SVCS PURCHASE/INSTALL HANWHA VIDEO SO 247-000-740-000	01/30/2020 KTYLER	02/18/2020	4,172.69	4,172.69	Open	N 02/18/2020	
	PURCHASE/INSTALL HANWHA VIDEO SOLUTIO			4,172.69				
	Total for vendor MIDSEC - ALLIED UNIVERSAL TECHNOLOGY SVCS:			<u>10,372.69</u>	<u>10,372.69</u>			

Vendor SHUASH - ASHLEY SHUKAIT:

02.06.20 94447	ASHLEY SHUKAIT 2020 UPDATE COMMUNITY RESOURCE G 101-101-956-000	02/06/2020 KTYLER	02/18/2020	1,000.00	1,000.00	Open	N 02/18/2020	
	2020 UPDATE COMMUNITY RESOURCE GUIDE			1,000.00				
	Total for vendor SHUASH - ASHLEY SHUKAIT:			<u>1,000.00</u>	<u>1,000.00</u>			

Vendor ATCFOR - ATCHINSON FORD SALES INC:

245685 94446	ATCHINSON FORD SALES INC #162 CHECK ENGINE LIGHT WIRING R 101-301-860-000	02/06/2020 KTYLER	02/18/2020	306.64	306.64	Open	N 02/18/2020	
	#162 CHECK ENGINE LIGHT WIRING REPAIR			306.64				
	Total for vendor ATCFOR - ATCHINSON FORD SALES INC:			<u>306.64</u>	<u>306.64</u>			

Vendor BEARIN - BELLEVILLE AREA INDEPENDENT:

50516 94452	BELLEVILLE AREA INDEPENDENT DDA QUARTERLY NEWSLETTER INSERTS 247-000-900-000	01/22/2020 KTYLER	02/18/2020	350.00	350.00	Open	N 02/18/2020	
	DDA QUARTERLY NEWSLETTER 7000 INSERTS			350.00				
50523 94453	BELLEVILLE AREA INDEPENDENT 2.11 BZA PH MIKE'S KITCHEN 101-370-900-000	01/22/2020 KTYLER	02/18/2020	50.00	50.00	Open	N 02/18/2020	
	2.11 BZA PH MIKE'S KITCHEN			50.00				
50558 94454	BELLEVILLE AREA INDEPENDENT NOTICE OF REG 3.10 PRES PRIMARY 101-191-900-000	01/29/2020 KTYLER	02/18/2020	90.00	90.00	Open	N 02/18/2020	
	NOTICE OF REG 3.10 PRES PRIMARY ELEC			90.00				
50568 94455	BELLEVILLE AREA INDEPENDENT 1.21 BRD MTG MIN 101-248-900-000	01/29/2020 KTYLER	02/18/2020	107.50	107.50	Open	N 02/18/2020	
	1.21 BRD MTG MIN			107.50				
	Total for vendor BEARIN - BELLEVILLE AREA INDEPENDENT:			<u>597.50</u>	<u>597.50</u>			

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Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							
Vendor PROHAR - BELLEVILLE PRO HARDWARE:								
VAN03048								
94459	BELLEVILLE PRO HARDWARE	01/31/2020	02/18/2020	290.16	290.16	Open	N	
	JAN STMT	KTYLER					02/18/2020	
	101-265-933-000	TIE DOWNS FOR TRAILER		24.15				
	101-301-743-000	NUTS/BOLTS/FASTENERS		3.32				
	101-265-931-000	CLERK CABINET REPAIRS		46.40				
	101-692-860-000	S-66 KEYS		12.99				
	101-692-860-000	KEY RINGS		5.08				
	101-301-743-000	METAL NOZZLE/1/8 DRILL BIT/MISC DR BI		20.05				
	101-265-931-000	SCREWS/BIT		26.98				
	101-265-931-000	MUSEUM BLDG MAINT ITEMS		58.28				
	101-265-931-000	ADJ WRENCH/PLIER CORD/TAPE/PLIER		92.91				
	Total for vendor PROHAR - BELLEVILLE PRO HARDWARE:			290.16	290.16			
Vendor BLOROO - BLOOM ROOFING SYSTEMS:								
18959								
94451	BLOOM ROOFING SYSTEMS	02/06/2020	02/18/2020	436.35	436.35	Open	N	
	FS3 FIRE HOSE DRYING TOWER SM RO	KTYLER					02/18/2020	
	101-265-931-000	FS3 FIRE HOSE DRYING TOWER SM ROOF LE		436.35				
	Total for vendor BLOROO - BLOOM ROOFING SYSTEMS:			436.35	436.35			
Vendor BOTRME - BOUND TREE MEDICAL :								
83477486								
94456	BOUND TREE MEDICAL	01/17/2020	02/18/2020	127.57	127.57	Open	N	
	MEDICAL SUPPLIES	KTYLER					02/18/2020	
	101-336-740-000	MEDICAL SUPPLIES		127.57				
	Total for vendor BOTRME - BOUND TREE MEDICAL :			127.57	127.57			
Vendor BSASOF - BS&A SOFTWARE:								
127933								
94457	BS&A SOFTWARE	01/24/2020	02/18/2020	2,350.00	2,350.00	Open	N	20-0013
	2 CASH DRAWERS/RECEIPT PRINTERS	KTYLER					02/18/2020	
	101-301-958-000	2 CASH DRAWERS/RECEIPT PRINTERS (BS&A		2,350.00				
127782								
94458	BS&A SOFTWARE	02/01/2020	02/18/2020	1,441.00	1,441.00	Open	N	
	2.1-2.1.21 ANIMAL LICENSE/CEMETE	KTYLER					02/18/2020	
	101-228-939-000	ANIMAL LICENSE SYSTEM		963.00				
	101-228-939-000	CEMETERY MANAGEMENT SYSTEM		478.00				

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Total for vendor BSASOF - BS&A SOFTWARE:				3,791.00	3,791.00				
Vendor CDWGOV - CDW GOVERNMENT:									
WRB1648 94467	CDW GOVERNMENT BARRACUDA MESSAGE ARCHIVER SUB/L 101-228-939-000	02/01/2020 KTYLER	02/18/2020	4,116.00	4,116.00	Open	N 02/18/2020	20-0072	
Total for vendor CDWGOV - CDW GOVERNMENT:				4,116.00	4,116.00				
Vendor HAYCHR - CHRIS HAYES:									
REIMBURSE 94462	CHRIS HAYES HONOR GUARD UNIFORM CLEANING 101-301-741-000	01/14/2020 KTYLER	02/18/2020	22.00	22.00	Open	N 02/18/2020		
Total for vendor HAYCHR - CHRIS HAYES:				22.00	22.00				
Vendor CONFEN - CONTRACTORS FENCE SERVICE:									
B-2035 94465	CONTRACTORS FENCE SERVICE EQ BASIN ELEC GATE MAINT 592-536-819-000	01/23/2020 KTYLER	02/18/2020	298.95	298.95	Open	N 02/18/2020		
				298.95					
B-2036 94466	CONTRACTORS FENCE SERVICE WATER TOWER ELEC GATE MAINT 592-536-819-000	01/23/2020 KTYLER	02/18/2020	298.95	298.95	Open	N 02/18/2020		
Total for vendor CONFEN - CONTRACTORS FENCE SERVICE:				597.90	597.90				
Vendor COSTAR - COSTAR REALTY INFORMATION INC:									
110664382-1 94463	COSTAR REALTY INFORMATION INC JAN/FEB MARKET DATA 101-247-819-000	02/02/2020 KTYLER	02/18/2020	764.52	764.52	Open	N 02/18/2020		
				369.52					
				395.00					
Total for vendor COSTAR - COSTAR REALTY INFORMATION INC:				764.52	764.52				
Vendor DELCOM - DELL MARKETING LP :									

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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	PO Number
10372060535 94469	DELL MARKETING LP FIELDS DELL LATITUDE RUGGED 5424 101-370-970-000	02/01/2020 KTYLER	02/18/2020	2,748.19	2,748.19	Open	N 02/18/2020	20-0060
	DELL RUGGED LAPTOP LATITUDE 5424			2,748.19				
10369842427 94470	DELL MARKETING LP 1 YR RENEWAL ON DELL R720 SERVER 101-228-939-000	01/23/2020 KTYLER	02/18/2020	1,334.40	1,334.40	Open	N 02/18/2020	20-0064
	1 YR RENEWAL ON R720 DELL SERVER			1,334.40				
10372246408 94471	DELL MARKETING LP SABIN PRECISION 3630 TOWER 592-537-740-000	02/03/2020 KTYLER	02/18/2020	2,267.11	2,267.11	Open	N 02/18/2020	20-0074
	PRECISION 3630 TOWER			2,267.11				
	Total for vendor DELCOM - DELL MARKETING LP :			6,349.70	6,349.70			

Vendor DINGES - DINGES FIRE COMPANY:

06709 94468	DINGES FIRE COMPANY (5) LEATHER STRUCTURAL BOOTS 101-336-741-000	01/27/2020 KTYLER	02/18/2020	1,549.75	1,549.75	Open	N 02/18/2020	
	(5) LEATHER STRUCTURAL BOOTS			1,549.75				
	Total for vendor DINGES - DINGES FIRE COMPANY:			1,549.75	1,549.75			

Vendor DUWA - DOWNRIVER UTILITY WASTEWATER AUTH:

300689 94510	DOWNRIVER UTILITY WASTEWATER AUTH FEB DR EXCESS FLOW 592-537-925-000	02/01/2020 KTYLER	02/18/2020	12,903.00	12,903.00	Open	N 02/18/2020	
	FEB DR EXCESS FLOW			12,903.00				
	Total for vendor DUWA - DOWNRIVER UTILITY WASTEWATER AUTH:			12,903.00	12,903.00			

Vendor ELESOU - ELECTION SOURCE:

19-46331 94475	ELECTION SOURCE BALLOT BAG-AVCB 13 101-191-727-000 101-191-727-000	02/06/2020 KTYLER	02/18/2020	192.96	192.96	Open	N 02/18/2020	20-0008
	BALLOT BAG-AVCB 13			159.00				
	SHIPPING			33.96				
19-46007 94476	ELECTION SOURCE (21) ELECTION CARD SCANNERS 101-191-727-000 101-191-727-000	01/21/2020 KTYLER	02/18/2020	1,287.28	1,287.28	Open	N 02/18/2020	20-0039
	CARD SCANNERS			1,260.00				
	SHIPPING COSTS			27.28				

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Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							
Total for vendor ELESOU - ELECTION SOURCE:				1,480.24	1,480.24			

Vendor EPICOR - EPICOR SOFTWARE CORPORATION:

5464706								
94483	EPICOR SOFTWARE CORPORATION	01/14/2020	02/18/2020	295.00	295.00	Open	N	20-0035
	HARD COPY OF DOCUMENT DATA	KTYLER					02/18/2020	
	101-228-817-000	HARD COPY OF DOCUMENT DATA		295.00				
Total for vendor EPICOR - EPICOR SOFTWARE CORPORATION:				295.00	295.00			

Vendor EXPTIR - EXPRESS TIRE:

1033								
94558	EXPRESS TIRE	02/03/2020	02/18/2020	7,165.47	7,165.47	Open	N	
	JAN STMT	KTYLER					02/18/2020	
	101-301-860-000	#166 OIL CHANGE/IGNITION COIL/PLUG/CO		486.03				
	101-301-860-000	#161 STARTER MOTOR		458.14				
	101-301-860-000	#166 OXYGEN SENSOR		195.74				
	101-301-860-000	#142 TIRES INSTALL/ALIGN/BACKING PLAT		482.44				
	101-265-860-000	#50 COOLING FAN RELAY		158.95				
	101-301-860-000	#161 WIPERS/BATTERY		169.90				
	101-265-860-000	#716 OIL CHANGE/RTF TIRE PLUG/LTR LAM		89.06				
	101-301-860-000	#141 RTF TIRE INSTALL		30.00				
	101-301-860-000	#142 REAR KNUCKLE ASSEMBLY		489.95				
	101-301-860-000	#172 RTR TIRE PATCH		19.82				
	101-265-860-000	#66 BRAKE LINE		240.39				
	101-692-860-000	#643 LTF BEAD SEAL/WIPERS		39.77				
	101-301-860-000	#101 OXYGEN SENSOR/GSKET SET/PLUG		470.77				
	101-301-860-000	#142 REAR KNUCKLE ASSEMBLY		489.95				
	101-301-860-000	#134 FT BRAKE PADS/ROTORS		492.20				
	101-301-860-000	#101 OIL CHANGE/IGNITION COIL/WIPERS		484.93				
	101-301-860-000	#142 REAR BEARING/KNUCKLE ASSEMBLY		190.00				
	592-536-932-000	#525 BATTERY		177.95				
	101-301-860-000	#145 OIL CHANGE/BATTERY		334.34				
	101-301-860-000	#166 EMISSION PURGE VALVE		197.24				
	101-301-860-000	#172 OIL CHANGE		35.53				
	101-329-860-000	#302 OIL CHANGE		35.53				
	101-301-860-000	#106 OIL CHANGE		32.60				
	101-329-860-000	#302 HVAC BLOWER MOTOR		389.64				
	101-301-860-000	#142 WHEEL BEARING/HUB ASSEMBLY		499.90				
	101-301-860-000	#134 MOTORCRAFT RADIATOR		474.70				
Total for vendor EXPTIR - EXPRESS TIRE:				7,165.47	7,165.47			

Vendor FERWAT - FERGUSON ENTERPRISES:

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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	PO Number
93864 94473	FERGUSON ENTERPRISES INSTALLATION OF GATEWAY METER SY 592-536-970-003	01/09/2020 KTYLER	02/18/2020	12,500.00	12,500.00	Open	N 02/18/2020	20-0061
	INSTALLATION OF TELMETRY AND COLLECTO			12,500.00				
94764 94474	FERGUSON ENTERPRISES INSTALLATION 4 INCH COUMPOUND ME 592-536-970-003	01/23/2020 KTYLER	02/18/2020	2,661.62	2,661.62	Open	N 02/18/2020	20-0089
	WCCC METER INSTALLATION 4 INCH			2,661.62				
	Total for vendor FERWAT - FERGUSON ENTERPRISES:			<u>15,161.62</u>	<u>15,161.62</u>			

Vendor FIHOTACL - FIRE HOUSE TABLES & CLOCKS:

712 94472	FIRE HOUSE TABLES & CLOCKS (2) KITCHEN TABLES W/ CUSTOM GRA 101-336-741-000	01/22/2020 KTYLER	02/18/2020	4,200.00	4,200.00	Open	N 02/18/2020	
	(2) KITCHEN TABLES W/ CUSTOM GRAPHICS			4,200.00				
	Total for vendor FIHOTACL - FIRE HOUSE TABLES & CLOCKS:			<u>4,200.00</u>	<u>4,200.00</u>			

Vendor FTCH - FISHBECK, THOMPSON, CARR & HUBER:

389444 94477	FISHBECK, THOMPSON, CARR & HUBER 1.24 VBT/WASTEWATER ROUTING STUD 592-536-819-000	02/03/2020 KTYLER	02/18/2020	8,077.50	8,077.50	Open	N 02/18/2020	
	1.24 VBT/WASTEWATER ROUTING STUDY			8,077.50				
389455 94478	FISHBECK, THOMPSON, CARR & HUBER 1.24 VBT/SAW 592-536-820-000	02/03/2020 KTYLER	02/18/2020	34,053.55	34,053.55	Open	N 02/18/2020	
	1.24 VBT/SAW			34,053.55				
389516 94479	FISHBECK, THOMPSON, CARR & HUBER 1.24 VBT/VBT BRIARWOD DR SANITAR 592-537-970-000	02/03/2020 KTYLER	02/18/2020	343.50	343.50	Open	N 02/18/2020	
	1.24 VBT/VBT BRIARWOD DR SANITARY SEW			343.50				
389699 94480	FISHBECK, THOMPSON, CARR & HUBER 1.24 VBT/OLD MI DENTON WATER MAI 592-536-970-001	02/03/2020 KTYLER	02/18/2020	14,552.45	14,552.45	Open	N 02/18/2020	
	1.24 VBT/OLD MI DENTON WATER MAIN REH			14,552.45				
389748 94481	FISHBECK, THOMPSON, CARR & HUBER 1.24 VBT/BELLEVILLE SQUARE WATER 592-536-970-001	02/03/2020 KTYLER	02/18/2020	8,924.23	8,924.23	Open	N 02/18/2020	
	1.24 VBT/BELLEVILLE SQUARE WATER MAIN			8,924.23				

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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	PO Number
389517 94582	FISHBECK, THOMPSON, CARR & HUBER 1.24 VBT/WATER PRN SVCS 592-536-820-000	02/03/2020 KTYLER	02/18/2020	543.00	543.00	Open	N 02/18/2020	
	1.24 VBT/WATER PRN SVCS			543.00				
	Total for vendor FTCH - FISHBECK, THOMPSON, CARR & HUBER:			<u>66,494.23</u>	<u>66,494.23</u>			

Vendor GRAING - GRAINGER:

9405144909 94482	GRAINGER 18 GAUGE SHEAR HEAD 592-536-933-000	01/09/2020 KTYLER	02/18/2020	113.66	113.66	Open	N 02/18/2020	
	18 GAUGE SHEAR HEAD			113.66				
	Total for vendor GRAING - GRAINGER:			<u>113.66</u>	<u>113.66</u>			

Vendor RODHAN - HANNAH RODRIGUEZ:

TRAVEL								
94588	HANNAH RODRIGUEZ 2.10 HR LAW SEMINAR MEAL/MILEAGE 101-171-860-000	02/11/2020 KTYLER	02/18/2020	33.83	33.83	Open	N 02/18/2020	
	2.10 HR LAW SEMINAR MILEAGE			23.58				
	2.10 HR LAW SEMINAR MEAL			10.25				
	Total for vendor RODHAN - HANNAH RODRIGUEZ:			<u>33.83</u>	<u>33.83</u>			

Vendor houmed - HOUR MEDIA:

23869 94486	HOUR MEDIA 3.1-7.31 2020 BANNER ADS 247-000-900-000	01/24/2020 KTYLER	02/18/2020	1,500.00	1,500.00	Open	N 02/18/2020	
	3.1-7.31 2020 BANNER ADS			1,500.00				
	Total for vendor houmed - HOUR MEDIA:			<u>1,500.00</u>	<u>1,500.00</u>			

Vendor HYDCOR - HYDROCORP:

56024-IN 94485	HYDROCORP JAN INV 33 OF 36 CROSS CONNECT C 592-536-819-000	01/31/2020 KTYLER	02/18/2020	1,190.00	1,190.00	Open	N 02/18/2020	
	JAN INV 33 OF 36 CROSS CONNECT CNTRL			1,190.00				
	Total for vendor HYDCOR - HYDROCORP:			<u>1,190.00</u>	<u>1,190.00</u>			

Vendor I94MAR - I-94 MARINE & WATERSPORTS :

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 DB: Van Buren Twp

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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	PO Number
01.10.2020 94487	I-94 MARINE & WATERSPORTS BOAT STRAP 101-301-865-000	01/10/2020 KTYLER	02/18/2020	24.99	24.99	Open	N 02/18/2020	
	BOAT STRAP			24.99				
	Total for vendor I94MAR - I-94 MARINE & WATERSPORTS :			<u>24.99</u>	<u>24.99</u>			

Vendor J&TOW - J&T TOWING:

433073 94490	J&T TOWING S-66 TOW TO SUPERIOR AUTO 101-265-860-000	01/29/2020 KTYLER	02/18/2020	81.00	81.00	Open	N 02/18/2020	
	S-66 TOW TO SUPERIOR AUTO			81.00				
	Total for vendor J&TOW - J&T TOWING:			<u>81.00</u>	<u>81.00</u>			

Vendor MISC - JOHN CLEARWOOD:

REFUND 94492	JOHN CLEARWOOD BLDG SPECIAL INSP @ 865 W HURON 101-000-285-000	01/30/2020 KTYLER	02/18/2020	75.00	75.00	Open	N 02/18/2020	
	BLDG SPECIAL INSP @ 865 W HURON RIVER			75.00				
	Total for vendor MISC - JOHN CLEARWOOD:			<u>75.00</u>	<u>75.00</u>			

Vendor JOHLIT - JOHNSTON ENTERPRISES:

12553 94488	JOHNSTON ENTERPRISES 3,000 GREEN APPROVAL STICKERS 101-370-740-000	01/10/2020 KTYLER	02/18/2020	296.00	296.00	Open	N 02/18/2020	20-0003
	3,000 APPROVED LABELS			296.00				
12609 94489	JOHNSTON ENTERPRISES 1000 STOP WORK ORDER STICKERS 101-370-740-000	02/03/2020 KTYLER	02/18/2020	353.00	353.00	Open	N 02/18/2020	20-0059
	STOP WORK ORDER STICKERS - 1000			353.00				
12554 94491	JOHNSTON ENTERPRISES 1500 TRESPASSING NOTICES 101-301-743-000	01/10/2020 KTYLER	02/18/2020	510.00	510.00	Open	N 02/18/2020	
	1500 TRESPASSING NOTICES			510.00				
	Total for vendor JOHLIT - JOHNSTON ENTERPRISES:			<u>1,159.00</u>	<u>1,159.00</u>			

Vendor PECKAR - KAREN PECSENYE:

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TRAVEL 94437	KAREN PECSENYE 2.5-7 ZONING ADMIN CERT MILEAGE 101-370-860-000	02/10/2020 KTYLER	02/18/2020	317.39	317.39	Open	N 02/18/2020	
	2.5-7 ZONING ADMIN CERT MILEAGE			317.39				
	Total for vendor PECKAR - KAREN PECSENYE:			<u>317.39</u>	<u>317.39</u>			
Vendor KENIND - KENNEDY INDUSTRIES INC:								
616047 94493	KENNEDY INDUSTRIES INC GASKETS FOR WILDBROOK LIFT STATI 592-537-930-000	01/29/2020 KTYLER	02/18/2020	170.26	170.26	Open	N 02/18/2020	20-0066
	REPAIR PARTS FOR WILDBROOK LIFT STATI			170.26				
615895 94494	KENNEDY INDUSTRIES INC FIELD SERVICES FOR WILDBROOK LIF 592-537-930-000	01/21/2020 KTYLER	02/18/2020	703.50	703.50	Open	N 02/18/2020	20-0068
	COST FOR TECHNICIAN PUMPS REPORT			703.50				
	Total for vendor KENIND - KENNEDY INDUSTRIES INC:			<u>873.76</u>	<u>873.76</u>			
Vendor LIBPLU - LIBERTY PLUMBING SUPPLY:								
100212 94495	LIBERTY PLUMBING SUPPLY METER PARTS 592-536-970-003	01/16/2020 KTYLER	02/18/2020	136.32	136.32	Open	N 02/18/2020	
	METER PARTS			136.32				
	Total for vendor LIBPLU - LIBERTY PLUMBING SUPPLY:			<u>136.32</u>	<u>136.32</u>			
Vendor LOHUSU - LOWER HURON SUPPLY:								
440647-1 94496	LOWER HURON SUPPLY JANITORIAL SUPPLIES 101-265-740-000	02/04/2020 KTYLER	02/18/2020	167.14	167.14	Open	N 02/18/2020	
	JANITORIAL SUPPLIES			167.14				
441249 94497	LOWER HURON SUPPLY JANITORIAL SUPPLIES 101-265-740-000	01/24/2020 KTYLER	02/18/2020	493.35	493.35	Open	N 02/18/2020	
	JANITORIAL SUPPLIES			493.35				
441459 94498	LOWER HURON SUPPLY JANITORIAL SUPPLIES 101-265-740-000	02/03/2020 KTYLER	02/18/2020	173.05	173.05	Open	N 02/18/2020	
	JANITORIAL SUPPLIES			173.05				
	Total for vendor LOHUSU - LOWER HURON SUPPLY:			<u>833.54</u>	<u>833.54</u>			

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Vendor MIRUWA - MI RURAL WATER ASSOCIATION:								
12348 94580	MI RURAL WATER ASSOCIATION HINE WATER REVIEW S3 S4 TRNG 592-536-861-000	01/29/2020 KTYLER	02/18/2020	310.00	310.00	Open	N 02/18/2020	20-0091
	TRAINING FOR STATE CERTIFICATE MRWA			310.00				
12345 94581	MI RURAL WATER ASSOCIATION MCCLEOD/PATTON/ZYSK WATER REVIEW 592-536-861-000	01/29/2020 KTYLER	02/18/2020	930.00	930.00	Open	N 02/18/2020	20-0090
	TRAINING CLASSES FOR MRWA			930.00				
	Total for vendor MIRUWA - MI RURAL WATER ASSOCIATION:			<u>1,240.00</u>	<u>1,240.00</u>			
Vendor MIFIIN - MICHIGAN FIRE INSPECTORS SOCIETY:								
REGISTRATION								
94508	MICHIGAN FIRE INSPECTORS SOCIETY RMCCORMICK 3.3-5 MFIS REG 101-336-861-000	01/13/2020 KTYLER	02/18/2020	233.45	233.45	Open	N 02/18/2020	
	RMCCORMICK 3.3-5 MFIS REG			233.45				
REGISTRATION								
94509	MICHIGAN FIRE INSPECTORS SOCIETY LENAGHAN 3.3-5 MFIS REG 101-336-861-000	01/13/2020 KTYLER	02/18/2020	258.45	258.45	Open	N 02/18/2020	
	LENAGHAN 3.3-5 MFIS REG			258.45				
	Total for vendor MIFIIN - MICHIGAN FIRE INSPECTORS SOCIETY:			<u>491.90</u>	<u>491.90</u>			
Vendor OLGLFL - OLD GLORY FLAGS & FLAGPOLES:								
7053 94515	OLD GLORY FLAGS & FLAGPOLES AMERICAN FLAG, VBT CUSTOM 3X5 FL 101-171-956-000	02/10/2020 KTYLER	02/18/2020	548.90	548.90	Open	N 02/18/2020	19-0615
	AMERICAN FLAG, VBT CUSTOM 3X5 FLAG, 2			548.90				
	Total for vendor OLGLFL - OLD GLORY FLAGS & FLAGPOLES:			<u>548.90</u>	<u>548.90</u>			
Vendor OREILL - O'REILLY AUTOMOTIVE INC:								
858052 94516	O'REILLY AUTOMOTIVE INC JAN STMT 592-536-933-000 101-301-860-000 101-301-860-000 592-536-740-000 101-301-860-000 592-537-740-000	01/30/2020 KTYLER	02/18/2020	328.51	328.51	Open	N 02/18/2020	
	BRAKE CLNR/WIPER FLD			37.41				
	STOCK SCRATCH-FIX			16.99				
	STOCK ANTIFREZ			21.98				
	HINE CAR CHARGER (PHONE)			13.59				
	#142 HEADLIGHT/STOCK CARWASH			27.83				
	BASIN GENERATOR OIL			79.98				

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	GL Distribution							
	592-536-932-000	#512 GLASS CLNR		5.79				
	592-536-740-000	LIGHTING CABLE		27.99				
	101-265-740-000	CAMO GLOVES/TAMPER TORX/HEX KEY SET/T		96.95				
	Total for vendor OREILL - O'REILLY AUTOMOTIVE INC:			328.51	328.51			

Vendor OSSOEL - OSIER & SONS ELECTRIC:

687								
94514	OSIER & SONS ELECTRIC	01/28/2020	02/18/2020	485.00	485.00	Open	N	
	FS1 LED LIGHT FIXTURE ON FLAG PO	KTYLER					02/18/2020	
	101-336-931-000	FS1 LED LIGHT FIXTURE ON FLAG POLE		485.00				
	Total for vendor OSSOEL - OSIER & SONS ELECTRIC:			485.00	485.00			

Vendor OUTEXP - OUTDOOR EXPERTS INC:

4302								
94512	OUTDOOR EXPERTS INC	02/07/2020	02/18/2020	581.47	581.47	Open	N	
	SALT SPREADER REPAIRS	KTYLER					02/18/2020	
	101-265-933-000	SALT SPREADER REPAIRS		581.47				
	Total for vendor OUTEXP - OUTDOOR EXPERTS INC:			581.47	581.47			

Vendor OVEDOO - OVERHEAD DOOR CO OF LANSING:

270160								
94511	OVERHEAD DOOR CO OF LANSING	01/31/2020	02/18/2020	525.00	525.00	Open	N	20-0026
	GARAGE DOOR REPAIR FOR PARKS MAI	KTYLER					02/18/2020	
	101-265-931-000	REPAIR FOR PARKS MAINT. GARAGE DOOR		525.00				
	Total for vendor OVEDOO - OVERHEAD DOOR CO OF LANSING:			525.00	525.00			

Vendor PARLAB - PARAGON LABORATORIES:

210492								
94525	PARAGON LABORATORIES	02/04/2020	02/18/2020	363.00	363.00	Open	N	
	1.27 WATER TESTING	KTYLER					02/18/2020	
	592-536-819-000	1.27 WATER TESTING		363.00				
	Total for vendor PARLAB - PARAGON LABORATORIES:			363.00	363.00			

Vendor PARSER - PARKWAY SERVICES:

A-126478								
94527	PARKWAY SERVICES	01/31/2020	02/18/2020	150.00	150.00	Open	N	20-0096
	ADA PORTA POTTY FOR POLICE DEPAR	KTYLER					02/18/2020	
	101-265-740-000	HANDICAP PORTA POTTY FOR DPS		150.00				
	Total for vendor PARSER - PARKWAY SERVICES:			150.00	150.00			

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Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							
Vendor PIOLAN - PIONEER LANDSCAPING:								
1864								
94519	PIONEER LANDSCAPING	01/16/2020	02/18/2020	350.00	350.00	Open	N	
	STREETScape MAINT @ 10151 BVL	KTYLER					02/18/2020	
	247-000-979-001	STREETScape MAINT @ 10151 BVL		350.00				
	Total for vendor PIOLAN - PIONEER LANDSCAPING:			<u>350.00</u>	<u>350.00</u>			
Vendor PITBOW - PITNEY BOWES:								
3310567570								
94517	PITNEY BOWES	01/30/2020	02/18/2020	1,176.63	1,176.63	Open	N	
	11.29-2.28 POSTAGE MACHINE LEASE	KTYLER					02/18/2020	
	101-248-900-000	11.29-2.28 POSTAGE MACHINE LEASE		1,176.63				
	Total for vendor PITBOW - PITNEY BOWES:			<u>1,176.63</u>	<u>1,176.63</u>			
Vendor PRISYS - PRINTING SYSTEMS INC:								
211374								
94520	PRINTING SYSTEMS INC	01/15/2020	02/18/2020	2,178.00	2,178.00	Open	N	20-0022
	ELECTION SUPPLIES	KTYLER					02/18/2020	
	101-191-727-000	35 E-POLL BOOKS		122.50				
	101-191-727-000	10 AV POLL BOOK		95.00				
	101-191-727-000	14000 APPLICATIONS TO VOTE- PRIMARY		196.00				
	101-191-727-000	100 APP TO VOTE BINDERS		85.00				
	101-191-727-000	50 APP TO VOTE ENVELOPES		65.00				
	101-191-727-000	TABULATOR PROGRAM CERT 50		10.00				
	101-191-727-000	BALLOT CONTAINER CERT 50		10.00				
	101-191-727-000	50 RECEIVING BOARD ENVELOPE		65.00				
	101-191-727-000	35 VAT BALLOT STORAGE ENVELOPE		29.75				
	101-191-727-000	35 PROVISIONAL BALLOT ENVELOPE		12.25				
	101-191-727-000	3000 PINK CARDS		215.01				
	101-191-727-000	700 DONINION NO STUB		35.00				
	101-191-727-000	8000 GENERIC SECRECY		564.00				
	101-191-727-000	25 PCT DELEGATE AFFIDAVIT		10.00				
	101-191-727-000	100 AFFIDAVIT OF IDENTITY/PRECEIPT		35.00				
	101-191-727-000	100 SCHOOL NOMINATING PETITION		13.00				
	101-191-727-000	WRITE IN CANDIDATE DEC OF INTENT		58.00				
	101-191-727-000	8000 PRES PRIMARY BALLOT INSTRUCTIONS		497.25				
	101-191-727-000	SHIPPING CHARGES		60.24				
	Total for vendor PRISYS - PRINTING SYSTEMS INC:			<u>2,178.00</u>	<u>2,178.00</u>			
Vendor PRONEM - PRIORITY ONE EMERGENCY:								

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70061732 94521	PRIORITY ONE EMERGENCY #516 LIGHT BAR/EMERGENCY SIGNALS 592-536-932-000	01/29/2020 KTYLER	02/18/2020	689.95	689.95	Open	N 02/18/2020	20-0077
	EMERGENCY LIGHTS FOR #516			689.95				
70061733 94522	PRIORITY ONE EMERGENCY #517 LIGHT BAR/EMERGENCY LIGHTS 592-536-932-000	01/29/2020 KTYLER	02/18/2020	689.95	689.95	Open	N 02/18/2020	20-0076
	EMERGENCY SIGNAL LIGHTS FOR #517			689.95				
70061735 94523	PRIORITY ONE EMERGENCY #516/#517 FLASHLIGHTS 592-536-932-000	01/29/2020 KTYLER	02/18/2020	254.98	254.98	Open	N 02/18/2020	
	#516/#517 FLASHLIGHTS			254.98				
70061823 94524	PRIORITY ONE EMERGENCY MCCARTHY UNIFORMS 101-301-741-000	01/30/2020 KTYLER	02/18/2020	57.49	57.49	Open	N 02/18/2020	
	MCCARTHY UNIFORMS			57.49				
	Total for vendor PRONEM - PRIORITY ONE EMERGENCY:			<u>1,692.37</u>	<u>1,692.37</u>			
Vendor PROPUM - PROFESSIONAL PUMP:								
5099773 94526	PROFESSIONAL PUMP WILDBROOK PUMP REPAIRS 592-537-930-000	01/27/2020 KTYLER	02/18/2020	2,445.00	2,445.00	Open	N 02/18/2020	20-0040
	WILDBROOK STATION PUMP REPAIRS			2,445.00				
	Total for vendor PROPUM - PROFESSIONAL PUMP:			<u>2,445.00</u>	<u>2,445.00</u>			
Vendor QUILL - QUILL CORPORATION:								
4028133 94528	QUILL CORPORATION OFFICE SUPPLIES 592-536-740-000	01/15/2020 KTYLER	02/18/2020	19.54	19.54	Open	N 02/18/2020	
	OFFICE SUPPLIES			19.54				
4190090 94529	QUILL CORPORATION OFFICE SUPPLIES 592-536-740-000	01/21/2020 KTYLER	02/18/2020	59.99	59.99	Open	N 02/18/2020	
	OFFICE SUPPLIES			59.99				
4202680 94530	QUILL CORPORATION GENERAL OFFICE SUPPLIES 101-248-727-000 101-248-727-000	01/22/2020 KTYLER	02/18/2020	268.24	268.24	Open	N 02/18/2020	20-0065
	LAMINATING POUCHES			39.99				
	FLASH DRIVES			59.98				

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Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							
	101-248-727-000	COMB PUNCHED PAPER		33.98				
	101-248-727-000	POST IT		19.37				
	101-248-727-000	POST IT		19.12				
	101-248-727-000	POST IT		27.19				
	101-191-727-000	ADHESIVE SLEEVES		22.90				
	101-248-727-000	ELECTRIC PENCIL SHARPENER		21.07				
	101-248-727-000	BOX CUTTER		8.92				
	101-248-727-000	MOISTENER		15.72				
4199572								
94531	QUILL CORPORATION	01/22/2020	02/18/2020	118.70	118.70	Open	N	20-0065
	GENERAL OFFICE SUPPLIES	KTYLER					02/18/2020	
	101-248-727-000	POSTER FRAME		48.72				
	101-248-727-000	SLAPSTICK LABELS		69.98				
4218569								
94532	QUILL CORPORATION	01/22/2020	02/18/2020	49.99	49.99	Open	N	20-0065
	GENERAL OFFICE SUPPLIES	KTYLER					02/18/2020	
	101-191-727-000	ELECTION FLASH DRIVES		49.99				
4269803								
94533	QUILL CORPORATION	01/24/2020	02/18/2020	43.34	43.34	Open	N	20-0065
	GENERAL OFFICE SUPPLIES	KTYLER					02/18/2020	
	101-191-727-000	STORAGE BAGS		43.34				
4199573								
94534	QUILL CORPORATION	01/22/2020	02/18/2020	38.24	38.24	Open	N	20-0065
	GENERAL OFFICE SUPPLIES	KTYLER					02/18/2020	
	101-191-727-000	ETHERNET TO USB		38.24				
4199572								
94535	QUILL CORPORATION	01/22/2020	02/18/2020	(48.72)	(48.72)	Open	N	
	20-0065 CREDIT MEMO	KTYLER					02/18/2020	
	101-248-727-000	20-0065 CREDIT MEMO		(48.72)				
4237981								
94536	QUILL CORPORATION	01/23/2020	02/18/2020	48.72	48.72	Open	N	
	20-0065 POSTER FRAME REPLACEMENT	KTYLER					02/18/2020	
	101-248-727-000	20-0065 POSTER FRAME REPLACEMENT		48.72				
4410296								
94537	QUILL CORPORATION	01/30/2020	02/18/2020	34.84	34.84	Open	N	20-0084
	DESK MAT	KTYLER					02/18/2020	
	101-253-956-000	DESKTEX DESK MAT 901-1945169FLO		34.84				
4356608								
94538	QUILL CORPORATION	01/28/2020	02/18/2020	8.92	8.92	Open	N	20-0084
	SURGE PROTECTOR	KTYLER					02/18/2020	

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 User: KTYLER
 DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP
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Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
	GL Distribution 101-253-956-000	TRIPP LITE SURGE PROTECTOR	901-TRPTLP	8.92				
4310751 94539	QUILL CORPORATION OFFICE SUPPLIES 101-691-740-000	01/27/2020 KTYLER	02/18/2020	130.82	130.82	Open	N 02/18/2020	20-0085
	101-691-740-000	WALL CALENDER		5.94				
	101-691-740-000	YELLOW CARDSTOCK		37.38				
	101-691-740-000	BRIGHT GREEN CARDSTOCK		37.38				
	101-691-740-000	BLUE CARDSTOCK		37.38				
	101-691-740-000	MONTHLY PLANNER		12.74				
4305027 94540	QUILL CORPORATION OFFICE SUPPLIES 101-691-740-000	01/27/2020 KTYLER	02/18/2020	22.04	22.04	Open	N 02/18/2020	20-0085
	101-691-740-000	YELLOW INK LCY9XXL		22.04				
4356456 94541	QUILL CORPORATION GENERAL OFFICE SUPPLIES 101-191-727-000	01/28/2020 KTYLER	02/18/2020	368.96	368.96	Open	N 02/18/2020	20-0086
	101-248-727-000	DYMO LABEL PRINTERS		338.97				
		WIRELESS KEYBOARD		29.99				
4339862 94542	QUILL CORPORATION GENERAL OFFICE SUPPLIES 101-248-727-000	01/28/2020 KTYLER	02/18/2020	24.99	24.99	Open	N 02/18/2020	20-0086
	101-248-727-000	FRAME		24.99				
4356668 94543	QUILL CORPORATION INK FOR DISPATCH 101-325-740-000	01/28/2020 KTYLER	02/18/2020	280.77	280.77	Open	N 02/18/2020	20-0083
	101-325-740-000	HP 962 INK COMBO PACK		280.77				
4508225 94544	QUILL CORPORATION NICHOLS BUSINESS CARDS 101-171-956-000	02/04/2020 KTYLER	02/18/2020	28.04	28.04	Open	N 02/18/2020	20-0092
	101-171-956-000	BUSINESS CARDS		28.04				
4548947 94545	QUILL CORPORATION J.TAYLOR OFFICE SUPPLIES 592-536-740-000	02/05/2020 KTYLER	02/18/2020	37.39	37.39	Open	N 02/18/2020	20-0105
	592-536-740-000	16 GIG USB MEMORY STICKS (SET OF 5)		37.39				
4546433 94546	QUILL CORPORATION PALLET OF COPY PAPER 101-248-727-000	02/05/2020 KTYLER	02/18/2020	1,383.99	1,383.99	Open	N 02/18/2020	20-0106
	101-248-727-000	PALLET OF PAPER		1,383.99				

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4516942 94547	QUILL CORPORATION GENERAL OFFICE SUPPLIES	02/04/2020 KTYLER	02/18/2020	412.20	412.20	Open	N 02/18/2020	20-0106
	101-248-727-000	SUPERGLUE		5.59				
	101-248-727-000	WIRELESS KEYBOARD MOUSE COMBO		74.97				
	101-248-727-000	2X4 ADDRESS LABEL		27.19				
	101-248-727-000	HP 414A BLACK		152.98				
	101-248-727-000	WIRELESS KEYBOARD		59.98				
	101-248-727-000	6-PACK NOTEBOOKS		49.71				
	101-248-727-000	BIG SHARPIES		25.98				
	101-248-727-000	PENS		15.80				
4512079 94548	QUILL CORPORATION GENERAL OFFICE SUPPLIES	02/04/2020 KTYLER	02/18/2020	57.79	57.79	Open	N 02/18/2020	20-0106
	101-191-727-000	VELCRO CIRCLES		57.79				
	Total for vendor QUILL - QUILL CORPORATION:			<u>3,388.79</u>	<u>3,388.79</u>			
Vendor RAYHAVEN - RAYHAVEN GROUP:								
TH198 94549	RAYHAVEN GROUP 50% DEP REPLACE TWO RESTROOM STA	02/03/2020 KTYLER	02/18/2020	949.50	949.50	Open	N 02/18/2020	20-0102
	101-265-931-000	50% REPLACE TWO RESTROOM STALLS VBT H		949.50				
	Total for vendor RAYHAVEN - RAYHAVEN GROUP:			<u>949.50</u>	<u>949.50</u>			
Vendor LENROB - ROBERT LENZ:								
INSPECTOR 94550	ROBERT LENZ JAN ELEC INSP	02/05/2020 KTYLER	02/18/2020	33,252.60	33,252.60	Open	N 02/18/2020	
	101-370-819-000	JAN ELEC INSP		33,252.60				
	Total for vendor LENROB - ROBERT LENZ:			<u>33,252.60</u>	<u>33,252.60</u>			
Vendor SPECTRUM - SPECTRUM PRINTERS:								
61995 94554	SPECTRUM PRINTERS E7/E8 AV ENVELOPES W/ IMPRINT	01/31/2020 KTYLER	02/18/2020	1,458.00	1,458.00	Open	N 02/18/2020	
	101-191-727-000	E7/E8 AV ENVELOPES W/ IMPRINT		1,458.00				
	Total for vendor SPECTRUM - SPECTRUM PRINTERS:			<u>1,458.00</u>	<u>1,458.00</u>			
Vendor MDEQ - STATE OF MICHIGAN :								

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761-10498896 94583	STATE OF MICHIGAN 2020 STORMWATER ANNL PERMIT FEE 592-536-810-000	02/01/2020 KTYLER	02/18/2020	500.00	500.00	Open	N 02/18/2020	
	2020 STORMWATER ANNL PERMIT FEE			500.00				
	Total for vendor MDEQ - STATE OF MICHIGAN :			<u>500.00</u>	<u>500.00</u>			

Vendor SUOCHE - SUBURBAN OCCUPATIONAL HEALTH:

7486 94551	SUBURBAN OCCUPATIONAL HEALTH OFFICE VISITS 592-536-956-000	02/03/2020 KTYLER	02/18/2020	30.00	30.00	Open	N 02/18/2020	
	MCCLEOD RANDOM DRUG SCREEN			30.00				
	Total for vendor SUOCHE - SUBURBAN OCCUPATIONAL HEALTH:			<u>30.00</u>	<u>30.00</u>			

Vendor SUACHA - SUMPTER ACE HARDWARE:

4637 94589*	SUMPTER ACE HARDWARE JAN STMT	01/31/2020 KTYLER	02/18/2020	1,143.96	1,143.96	Open	N 02/18/2020	
	101-265-931-000	(2) DRYWALL ANCHORS FOR TWP HALL		65.23				
	592-536-740-000	LED FLASHLIGHT/LIGHTNING CABLE APPLE		38.68				
	101-265-740-000	PADLOCK		8.99				
	101-329-740-000	BOLT CUTTER/TAPE MEASURE		74.67				
	101-265-931-000	SILICONE/SHOVEL RND-PT MINI ACE		14.38				
	592-536-740-000	LTHR WINTER GLOVE/MISC FASTENERS		18.10				
	592-536-740-000	BRUSH ACID		8.77				
	592-536-740-000	20' LADDER		179.99				
	101-301-743-000	W/D VAC/BAT+CHRG KIT/BTRFLY IMPACT WR		263.45				
	592-536-740-000	20' LADDER		179.99				
	592-536-740-000	BLK PIPE/PIPE THREADING PER CUT		6.73				
	592-537-740-000	CM CMB WREN ST SAE 26PC		62.99				
	101-265-931-000	SHOVEL HOOKS/SALT SCOOPS		9.15				
	592-537-740-000	HEATER FOR EQ BASIN		67.49				
	101-265-933-000	FUEL LINE FOR GENERATOR		11.94				
	101-265-931-000	(2) ICE SCRAPERS		35.98				
	101-265-931-000	MISC DOOR HARDWARE		26.42				
	101-265-931-000	MISC HARDWARE FOR MUSEUM		98.44				
	101-265-931-000	G48183 PAYMENT TO DOC#20895		(27.43)				
	Total for vendor SUACHA - SUMPTER ACE HARDWARE:			<u>1,143.96</u>	<u>1,143.96</u>			

Vendor SUAUTR - SUPERIOR AUTO & TRUCK SERVICE:

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67550 94552	SUPERIOR AUTO & TRUCK SERVICE S-66 BATTERY/ALTERNATOR 101-265-860-000	01/30/2020 KTYLER	02/18/2020	497.91	497.91	Open	N 02/18/2020	
	S-66 BATTERY/ALTERNATOR			497.91				
67570 94553	SUPERIOR AUTO & TRUCK SERVICE #641 INNER TIES RODS/SWAY BAR LI 101-265-860-000	02/04/2020 KTYLER	02/18/2020	690.86	690.86	Open	N 02/18/2020	20-0107
	REPAIR TO VEHICLE 641 (011X644)			690.86				
	Total for vendor SUAUTR - SUPERIOR AUTO & TRUCK SERVICE:			<u>1,188.77</u>	<u>1,188.77</u>			

Vendor DOHTAM - TAMMY DOHRING:

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
TRAVEL 94441	TAMMY DOHRING 2.5-7 ZONING ADMIN CERT MILEAGE 101-370-860-000	02/10/2020 KTYLER	02/18/2020	320.85	320.85	Open	N 02/18/2020	
	2.5-7 ZONING ADMIN CERT MILEAGE			320.85				
	Total for vendor DOHTAM - TAMMY DOHRING:			<u>320.85</u>	<u>320.85</u>			

Vendor BANEYO - THE BANK OF NEW YORK MELLON:

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
VBRN17REF06 94586	THE BANK OF NEW YORK MELLON FS1/LAND ACQ BOND 2006 INT 260-000-995-000	02/04/2020 KTYLER	02/18/2020	14,283.75	14,283.75	Open	N 02/18/2020	
	FS1/LAND ACQ BOND 2006 INT			14,283.75				
	Total for vendor BANEYO - THE BANK OF NEW YORK MELLON:			<u>14,283.75</u>	<u>14,283.75</u>			

Vendor BANEYO2 - THE BANK OF NEW YORK MELLON, NA:

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
2400 94587	THE BANK OF NEW YORK MELLON, NA 06 SEWER/09 WATER CAP IMPROVE BO 592-537-995-000	02/04/2020 KTYLER	02/18/2020	88,179.00	88,179.00	Open	N 02/18/2020	
	2006 SEWER CAP IMP BOND INT			41,554.00				
	2009 WATER CAP IMP BOND INT			46,625.00				
	Total for vendor BANEYO2 - THE BANK OF NEW YORK MELLON, NA:			<u>88,179.00</u>	<u>88,179.00</u>			

Vendor LUBSTO - THE LUBE STOP:

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
131223 94556	THE LUBE STOP #704 OIL CHANGE 101-265-860-000	02/04/2020 KTYLER	02/18/2020	33.95	33.95	Open	N 02/18/2020	
	#704 OIL CHANGE			33.95				
	Total for vendor LUBSTO - THE LUBE STOP:			<u>33.95</u>	<u>33.95</u>			

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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	PO Number
Vendor GENPOW - TOTAL ENERGY SYSTEMS:								
338577								
94557	TOTAL ENERGY SYSTEMS	01/24/2020	02/18/2020	699.44	699.44	Open	N	
	TWP HALL GENERATOR REPAIRS	KTYLER					02/18/2020	
	101-265-933-000	TWP HALL GENERATOR REPAIRS		699.44				
	Total for vendor GENPOW - TOTAL ENERGY SYSTEMS:			<u>699.44</u>	<u>699.44</u>			
Vendor TOWLOC - TOWN LOCKSMITH INC:								
45779								
94555	TOWN LOCKSMITH INC	01/30/2020	02/18/2020	120.00	120.00	Open	N	
	SENIOR ADJ/LUB 2 DOOR LOCKS	KTYLER					02/18/2020	
	101-265-931-000	SENIOR ADJ/LUB 2 DOOR LOCKS		120.00				
	Total for vendor TOWLOC - TOWN LOCKSMITH INC:			<u>120.00</u>	<u>120.00</u>			
Vendor USBANK - U S BANK:								
1550241								
94585	U S BANK	02/10/2020	02/18/2020	1,466,165.63	1,466,165.63	Open	N	
	LDFA TAX INC REV BOND 2015 PRIN/	KTYLER					02/18/2020	
	251-000-994-000	LDFA TAX INC REV BOND 2015 PRIN		1,245,000.00				
	251-000-995-000	LDFA TAX INC REV BOND 2015 INT		221,165.63				
	Total for vendor USBANK - U S BANK:			<u>1,466,165.63</u>	<u>1,466,165.63</u>			
Vendor UNIFIR - UNIFIRST CORP:								
216438								
94564	UNIFIRST CORP	01/03/2020	02/18/2020	151.13	151.13	Open	N	
	JAN STMT	KTYLER					02/18/2020	
	101-265-740-000	JAN STMT		12.75				
	101-265-740-000	JAN STMT		74.82				
	592-536-741-000	JAN STMT		63.56				
217974								
94565	UNIFIRST CORP	01/10/2020	02/18/2020	465.90	465.90	Open	N	
	JAN STMT	KTYLER					02/18/2020	
	101-265-740-000	JAN STMT		327.52				
	101-265-740-000	JAN STMT		74.82				
	592-536-741-000	JAN STMT		63.56				
219520								
94566	UNIFIRST CORP	01/17/2020	02/18/2020	151.13	151.13	Open	N	
	JAN STMT	KTYLER					02/18/2020	
	101-265-740-000	JAN STMT		12.75				

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	101-265-740-000	JAN STMT		74.82				
	592-536-741-000	JAN STMT		63.56				
221042 94567	UNIFIRST CORP JAN STMT	01/24/2020 KTYLER	02/18/2020	151.13	151.13	Open	N 02/18/2020	
	101-265-740-000	JAN STMT		12.75				
	101-265-740-000	JAN STMT		74.82				
	592-536-741-000	JAN STMT		63.56				
222567 94568	UNIFIRST CORP JAN STMT	01/31/2020 KTYLER	02/18/2020	151.13	151.13	Open	N 02/18/2020	
	101-265-740-000	JAN STMT		12.75				
	101-265-740-000	JAN STMT		74.82				
	592-536-741-000	JAN STMT		63.56				
Total for vendor UNIFIR - UNIFIRST CORP:				1,070.42	1,070.42			

Vendor UPSFREIGHT - UPS FREIGHT:

108508470 94570	UPS FREIGHT DELIVERY CHARGE FOR PATROL CAR S	01/06/2020 KTYLER	02/18/2020	95.00	95.00	Open	N 02/18/2020	
	101-301-956-000	DELIVERY CHARGE FOR PATROL CAR SEATS		95.00				
Total for vendor UPSFREIGHT - UPS FREIGHT:				95.00	95.00			

Vendor VABUST - VAN BUREN STEEL:

1014886 94560	VAN BUREN STEEL STEEL FOR GATE REPAIRS	01/24/2020 KTYLER	02/18/2020	25.00	25.00	Open	N 02/18/2020	
	101-265-931-000	STEEL FOR GATE REPAIRS		25.00				
1014910 94561	VAN BUREN STEEL STEEL FOR GATE REPAIRS	01/29/2020 KTYLER	02/18/2020	10.00	10.00	Open	N 02/18/2020	
	101-265-931-000	STEEL FOR GATE REPAIRS		10.00				
1014864 94571	VAN BUREN STEEL STEEL FOR GATE REPAIR @ RIGGS PK	01/22/2020 KTYLER	02/18/2020	17.50	17.50	Open	N 02/18/2020	
	101-265-931-000	STEEL FOR GATE REPAIR @ RIGGS PK		17.50				
Total for vendor VABUST - VAN BUREN STEEL:				52.50	52.50			

Vendor VICLAN - VICTORY LANE QUICK OIL CHANGE:

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51300-999 94562	VICTORY LANE QUICK OIL CHANGE #705 OIL CHANGE/AIR FILTER 101-265-860-000	01/14/2020 KTYLER	02/18/2020	77.72	77.72	Open	N 02/18/2020	
	#705 OIL CHANGE/AIR FILTER			77.72				
51300-1156 94563	VICTORY LANE QUICK OIL CHANGE #531 WIPERS 592-536-932-000	01/24/2020 KTYLER	02/18/2020	35.98	35.98	Open	N 02/18/2020	
	#531 WIPERS			35.98				
	Total for vendor VICLAN - VICTORY LANE QUICK OIL CHANGE:			<u>113.70</u>	<u>113.70</u>			

Vendor VIGSEC - VIGILANTE SECURITY:

632249 94559	VIGILANTE SECURITY HOLD UP BUTTON @ 46425 TYLER 101-265-931-000	01/30/2020 KTYLER	02/18/2020	525.00	525.00	Open	N 02/18/2020	
	HOLD UP BUTTON @ 46425 TYLER			525.00				
	Total for vendor VIGSEC - VIGILANTE SECURITY:			<u>525.00</u>	<u>525.00</u>			

Vendor BELVIR - VIRGINIA BELINSKI:

INSTRUCTOR 94569	VIRGINIA BELINSKI JAN AFEP+ BAL/EXER INST 101-692-742-000	01/30/2020 KTYLER	02/18/2020	275.00	275.00	Open	N 02/18/2020	
	JAN AFEP INST			175.00				
	JAN BAL/EXER INST			100.00				
	Total for vendor BELVIR - VIRGINIA BELINSKI:			<u>275.00</u>	<u>275.00</u>			

Vendor WCDPS - WAYNE CO DEPT OF PUBLIC SERVICE:

301772 94584	WAYNE CO DEPT OF PUBLIC SERVICE JAN RG SEWAGE 592-537-924-000	01/31/2020 KTYLER	02/18/2020	99,938.70	99,938.70	Open	N 02/18/2020	
	JAN RG SEWAGE			99,938.70				
	Total for vendor WCDPS - WAYNE CO DEPT OF PUBLIC SERVICE:			<u>99,938.70</u>	<u>99,938.70</u>			

Vendor WCTA - WAYNE COUNTY TREASURER'S ASSOC:

REGISTRATION 94573	WAYNE COUNTY TREASURER'S ASSOC BUDD/BELLINGHAM 3.11 WCTA Q1 LUN 101-253-861-000	02/10/2020 KTYLER	02/18/2020	40.00	40.00	Open	N 02/18/2020	
	BUDD/BELLINGHAM 3.11 WCTA Q1 LUNCH RE			40.00				

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Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							
DUES								
94574	WAYNE COUNTY TREASURER'S ASSOC	02/10/2020	02/18/2020	100.00	100.00	Open	N	
	BUDD/BELLINGHAM WCTA 2020 DUES	KTYLER					02/18/2020	
	101-253-810-000	BUDD/BELLINGHAM WCTA 2020 DUES		100.00				
	Total for vendor WCTA - WAYNE COUNTY TREASURER'S ASSOC:			<u>140.00</u>	<u>140.00</u>			

Vendor WESHFI - WEST SHORE SERVICES:

27212								
94579	WEST SHORE SERVICES	01/23/2020	02/18/2020	280.00	280.00	Open	N	
	RTU#13 TR REPLACEMENT	KTYLER					02/18/2020	
	101-301-933-000	RTU#13 TR REPLACEMENT		280.00				
	Total for vendor WESHFI - WEST SHORE SERVICES:			<u>280.00</u>	<u>280.00</u>			

Vendor WHIBRO - WHITAKER BROTHERS BUSINESS MACHINES:

INV0278106								
94578	WHITAKER BROTHERS BUSINESS MACHINE	02/03/2020	02/18/2020	1,198.00	1,198.00	Open	N	20-0075
	62001 DELUXE MAIL OPENING MACHIN	KTYLER					02/18/2020	
	101-253-956-000	62001 DELUXE MAIL OPENING MACHINE		1,198.00				
	Total for vendor WHIBRO - WHITAKER BROTHERS BUSINESS MACHINES:			<u>1,198.00</u>	<u>1,198.00</u>			

Vendor ZIPREC - ZIPRECRUITER :

6727063								
94572	ZIPRECRUITER	02/08/2020	02/18/2020	957.00	957.00	Open	N	
	JOB POSTINGS FOR TWP	KTYLER					02/18/2020	
	101-101-956-000	JOB POSTINGS FOR TWP		957.00				
	Total for vendor ZIPREC - ZIPRECRUITER :			<u>957.00</u>	<u>957.00</u>			

# of Invoices:	132	# Due:	132	Totals:	1,875,029.59	1,875,029.59
# of Credit Memos:	1	# Due:	1	Totals:	(48.72)	(48.72)
Net of Invoices and Credit Memos:					<u>1,874,980.87</u>	<u>1,874,980.87</u>

* 1 Net Invoices have Credits Totalling: (27.43)

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Inv Ref#	Description	Entered By					Post Date	
GL Distribution								
--- TOTALS BY FUND ---								
	101 - General Fund			86,514.47	86,514.47			
	247 - DDA Fund			12,572.69	12,572.69			
	251 - LDFA Fund			1,466,165.63	1,466,165.63			
	260 - Landfill Fund			14,283.75	14,283.75			
	592 - Water/Sewer Fund			295,444.33	295,444.33			
--- TOTALS BY DEPT/ACTIVITY ---								
	000 -			1,493,097.07	1,493,097.07			
	101 - Township Board			1,957.00	1,957.00			
	171 - Supervisor Department			610.77	610.77			
	191 - Election Department			5,757.47	5,757.47			
	228 - IT Department			7,186.40	7,186.40			
	247 - Assessing Department			764.52	764.52			
	248 - General Office			3,499.34	3,499.34			
	253 - Treasurer Department			1,381.76	1,381.76			
	265 - Building & Grounds			9,504.03	9,504.03			
	301 - Police Department			10,309.88	10,309.88			
	325 - Dispatch			280.77	280.77			
	329 - Ordinance Enforcement			499.84	499.84			
	336 - Fire Department			6,863.96	6,863.96			
	370 - Building/Planning Dept.			37,338.03	37,338.03			
	536 - Water Department			134,908.80	134,908.80			
	537 - Sewer Department			160,535.53	160,535.53			
	691 - Recreation Dept			152.86	152.86			
	692 - Seniors Dept			332.84	332.84			

Charter Township of Van Buren

Consent Agenda yes, if possible

WORK STUDY: February 18, 2020

BOARD MEETING: February 18, 2020

REQUEST FOR BOARD ACTION

New Business

Unfinished Business

Consent Agenda

Public Hearing

ITEM (SUBJECT)	Consider the reappointments of Joe Baskin and Victor DeLebera to the Downtown Development Authority, terms to expire March 9, 2024
DEPARTMENT	DDA
PRESENTER	Supervisor Kevin McNamara and/or Susan Ireland
PHONE NUMBER	734-699-8910/699-8900x9201
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	

Agenda topic

ACTION REQUESTED

Approve the reappointments of Joe Baskin and Victor DeLibera to the Downtown Development Authority, terms to expire March 9, 2024

BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)

The terms of office for Mr. Joe Baskin and Mr. Mr. Victor DeLibera will expire on the Downtown Development Authority (DDA) Board on March 9, 2020. Directors Baskin and DeLibera have made their interest known in continuing to serve on the DDA Board. Director Baskin serves in the capacity as a small business owner within the DDA District along Belleville Road and Victor is a resident in the DDA District as required by the Act. The DDA Board is pro-active with a strong emphasis on the vitality and health of the businesses of the District and Van Buren as a whole. The service of both Directors have been instrumental in the many accomplishments of the DDA. They are always ready to volunteer to help out, whether it's serving on a sub-committee or handing out food at the splash pad grand opening.

Over the years, the Downtown Development Authority (DDA) has been able to undertake many projects that would not have been accomplished without the vision of the Township Board and the passion of the DDA Board. This past year we have seen the completion for the Belleville Road pathway project that goes over I-94, Harris Park and the Quirk Park Splash Pad. While projects are district specific, they reflect on the entire township and set the tone of our community

By the time you receive this agenda it is expected the DDA CIP Plan will have been approved and will become part of the Redevelopment Ready Communities Certification and be placed on the DDA Website.

The reappointment of Mr. Baskin and Mr. DeLibera remain consistent and compliant with the requirements of the DDA Act. It is respectfully requests that the Township Board approve their reappointments. Thank you for your consideration in this request.

BUDGET IMPLICATION	None. Non Compensated Board of Directors
IMPLEMENTATION NEXT STEP	Notify applicants of reappointment.
DEPARTMENT RECOMMENDATION	approval
COMMITTEE/COMMISSION RECOMMENDATION	n-a

ATTORNEY RECOMMENDATION

n-a

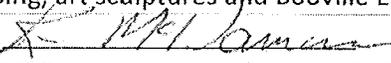
(May be subject to Attorney/Client Privilege and not available under FOIA)

ADDITIONAL REMARKS

Some past projects:

Emergency Warning Sirens, Traffic Signalization Project, Decorative Fence along Belleville Road at the Belle Harbour Subdivision, LED Street Light Conversion and Public Safety upgrades. Additionally we have collaboration with Van Buren Township and the renovation of the Public Services Department and we expect continuation of a partnership with the City of Belleville in advertising, art sculptures and Booville Events.

APPROVAL OF SUPERVISOR



CHARTER TOWNSHIP OF VAN BUREN

BACKGROUND AND PERSONAL DATA OUTLINE ON CANDIDATES FOR APPOINTMENT TO COMMITTEES, COMMISSIONS AND BOARDS

Committee, Commission or Board in which interested: _____

_____ Van Buren - Downtown Development Authority _____

Name: _____ Victor DeLibera _____

Address: _____ 44723 Greenbriar, Van Buren Township _____

Home Telephone: _____ 734-697-8883 _____ Cellular Telephone _____ 313-350-2062 _____

Work Telephone: _____ Email Address _____ vdelibera@aim.com _____

High School: _____

College: _____ University of MD _____ Degree/Course(s): _____ Mathematics, BS _____

Current Employment: _____ Toyota _____

Job Title: _____ Product costing and manufacturing optimization professional _____

Duties performed: Managing Cost Estimation and Methodology. Focused with team collaboration in achieving organizational cost reduction and process improvement objectives. I help businesses understand cause and effect relationships through the economic lens of cost modeling to aid in decision making

Current membership in organizations and offices held: Belleville Band Booster Trustee, Vice President of the Van Buren Robotics Boosters.

Past membership in organizations and offices held: _____

Additional information and comments: I want to continue to be a part of the DDA's many successes

Victor DeLibera _____ January 29, 2020 _____
Signature _____ Date

46425 Tyler Road, Belleville, MI 48111 (734) 699-8910

 RETURN COMPLETED FORM TO THE TOWNSHIP SUPERVISOR'S OFFICE,

CHARTER TOWNSHIP OF VAN BUREN

BACKGROUND AND PERSONAL DATA OUTLINE ON CANDIDATES FOR APPOINTMENT TO COMMITTEES, COMMISSIONS AND BOARDS

Committee, Commission or Board in which interested: _____

_____ Van Buren - Downtown Development Authority _____

Name: _____ Joe E Baskin Jr. _____

Address: _____ 7067 Anna Drive, Van Buren Township _____

Home Telephone: _____ 734-699-7610 _____ Cellul Telephone _____ 313-320-4338

Work Telephone: _____ Email Address _____ jayJTexturz@sbcglobal.net _____

High School: _____ Belleville High School _____

College: _____ Degree/Course(s): _____ Cosmetology License _____

Current Employment: _____ Joe Edward Salon 11792 Belleville Rd _____

Job Title: _____ Owner/Operator _____

Duties performed: _____ Internationally trained educator, platform hairstylist, makeup artist and salon owner for over 20 years. _____

Current membership in organizations and offices held: _____ Van Buren Township DDA _____

Past membership in organizations and offices held: _____

Additional information and comments: _____ I want to continue to be a part of the DDA. I see many good things in the Township's future. Along with running my salon and styling full-time, I mentor junior stylists, train educators for major hair companies and share my knowledge with clients. I have also released a collection of instruction hair and beauty DVD's. _____

Joe E Baskin, Jr

January 29, 2020

Signature

Date

46425 Tyler Road, Belleville, MI 48111 (734) 699-8910

RETURN COMPLETED FORM TO THE TOWNSHIP SUPERVISOR'S OFFICE,

Charter Township of Van Buren

Agenda Item: 2

WORK STUDY

FEBRUARY 18, 2020

BOARD MEETING

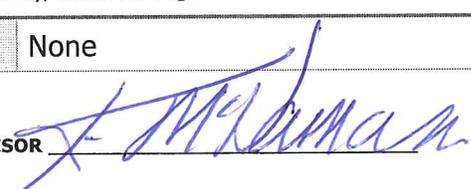
FEBRUARY 18, 2020

REQUEST FOR BOARD ACTION

Consent Agenda X New Business Unfinished Business Public Hearing

ITEM (SUBJECT)	Appointment of John Herman to the Board of Zoning Appeals
DEPARTMENT	Supervisor's Department
PRESENTER	Supervisor McNamara
PHONE NUMBER	734-699-8900
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	

Agenda topic

ACTION REQUESTED	
To consider approval of the appointment of John Herman to the Board of Zoning Appeals with a term to expire: 12-01-2022.	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
Please see attached application and resume.	
BUDGET IMPLICATION	
IMPLEMENTATION NEXT STEP	
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	
ATTORNEY RECOMMENDATION	
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	None
APPROVAL OF SUPERVISOR	

CHARTER TOWNSHIP OF VAN BUREN

BACKGROUND AND PERSONAL DATA OUTLINE ON CANDIDATES FOR APPOINTMENT TO COMMITTEES, COMMISSIONS AND BOARDS

Committee, Commission or Board in which interested: BZA

Name: JOHN HERMAN

Address: 6329 GREENWOOD COURT

Home Telephone: 734-697-3713 Cellular Telephone 313 378-8328

Work Telephone: N/A Email Address JOHNHERMAN@PEOPLEPC.COM

High School: Wayne Memorial

College: Ohio State Degree/Course: MASTERS H.R.
Schoolcraft associate/Business

Current Employment: RETIRED

Job Title: N/A

Duties performed: MANAGEMENT (HR ET AL)

Current membership in organizations and offices held: _____

Past membership in organizations and offices held: TWP TRUSTEE
PLANNING COMMISSION

Additional information and comments: _____

**RETURN COMPLETED FORM TO THE TOWNSHIP SUPERVISOR'S OFFICE,
46425 Tyler Road, Belleville, MI 48111 (734) 699-8910.**

John A. Herman
Signature

02-11-2020
Date

John A. Herman

6329 Greenwood Court
Van Buren Township, MI 48111
Home Phone: (734) 697-3713
Cell Phone: (313) 378-8328
E-Mail: johnherman@peoplepc.com

Objective: To be a leader that will guide Van Buren Township into the future. I am a goal oriented person that believes in motivation and developing a team atmosphere in the workplace. I believe the most important attribute to have as the Human Resource person, for our Township, is strong leadership skills. I have a solid background in communication and leadership in both the public and the private sector.

Qualifications: I am currently retired from Ford Motor Company after 35 years of dedicated service, where I served in an administrative position in industrial relations health and safety, environmental management and fire and security. This is and will be an extremely valuable tool. My position at Ford involved the development of policies, scheduling, internal investigations and day to day operations, the health and safety of 500 hourly UAW employees as well as 40 Ford salaried employees. I am well versed in contracts, the grievance procedures and the day to day union relations. These positions exposed me to the training and development of numerous new employees during my years of employment with Ford Motor Company. I have held other leadership positions such as the former Inter-National Secretary/Treasurer of the Plant Protection Association, National, located in Ypsilanti, MI.

In the public sector I have served as Van Buren Township Trustee for ten years. And for 20 years I have been involved in township matters such as the planning commission chairperson, and I have served on the economic development corporation, for the township until to date, as its treasurer. As a planner, this writer and the township staff met with developers prior to their staff approval to go forward to the planning commission for their action. Constantly striving for quality developments, updating the master plan, zoning ordinances, and staying focused on positive change for Van Buren Township, and will do no less going forward. I was part of the negotiations team for Van Buren Township as well.

I also served on the Garden City school board, as well as a deputy clerk, and I was appointed as a probation officer of Garden City. I joined the Garden City Jaycees in many capacities including as its president. I also served as council president and administration chair of St. Raphael Catholic Church in Garden City, Michigan.

My strongest points are in leadership and the development of other employees, I have a strong training and educational background in communication and leadership. My very enthusiastic attitude allows me to learn new ideas quickly, adopt to technology and perform job functions with a professional approach. This approach has been beneficial to

Charter Township of Van Buren

Agenda Item: 3

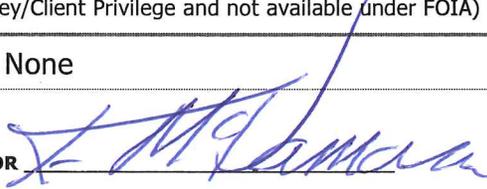
REQUEST FOR BOARD ACTION

WORK STUDY
FEBRUARY 18, 2020
BOARD MEETING
FEBRUARY 18, 2020

Consent Agenda X New Business Unfinished Business Public Hearing

ITEM (SUBJECT)	Approval of Resolution 2020-05: Corrective Action Plan
DEPARTMENT	Treasurer's Department
PRESENTER	Treasurer Budd
PHONE NUMBER	734-699-8903
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	

Agenda topic

ACTION REQUESTED	
To consider approval of Resolution 2020-05: Corrective Action Plan.	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
Please see attached Resolution 2020-05: Corrective Action Plan and supporting documents.	
This Resolution is in accordance with PA 202 of 2017 – Protecting Local Government Retirement and Benefit Act, which mandates local units of government to have a corrective action plan to fund OPEB liability by 40%.	
BUDGET IMPLICATION	
IMPLEMENTATION NEXT STEP	
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	
ATTORNEY RECOMMENDATION	
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	None
APPROVAL OF SUPERVISOR	

CHARTER TOWNSHIP OF VAN BUREN

RESOLUTION #2020 – 05

WHEREAS the State of Michigan enacted Public Act 202 of 2017 – Protecting Local Government Retirement and Benefits Act;

WHEREAS Public Act 202 of 2017 determines that a local unit's retiree health care plan is "underfunded" if the funded status is less than 40%;

WHEREAS the Charter Township of Van Buren's retiree health care plan was 13.8% funded as of December 31, 2018, thus requiring a Corrective Action Plan;

WHEREAS the Corrective Action Plan requires a local government with an underfunded status to reach a funded ratio of 40% within 30 years;

WHEREAS the Charter Township of Van Buren requested an actuarial analysis by Watkins Ross to project the future funded status of the Township's retiree health care plan;

WHEREAS, based on a number of assumptions of future contribution amounts and plan revisions, the Charter Township of Van Buren will reach the required 40% funded threshold in 2042;

NOW THEREFORE, IT IS RESOLVED that the Charter Township of Van Buren Board of Trustees adopts the following as the Charter Township of Van Buren's Corrective Action Plan;

BE IT FURTHER RESOLVED that the Charter Township of Van Buren submits the Corrective Action Plan to the Michigan Department of Treasury for certification.

APPROVED ON:

Certified a true copy:

Leon Wright, Clerk

Charter Township of Van Buren

Protecting Local Government Retirement and Benefits Act

Corrective Action Plan: Retirement Health Benefit Systems

Issued under authority of Public Act 202 of 2017.

1. MUNICIPALITY INFORMATION

Local Unit Name: Charter Township of Van Buren Six-Digit Muni Code: 821100
Retirement Health Benefit System Name: Charter Township of Van Buren Retiree Health Care Plan
Contact Name (Administrative Officer): Kevin McNamara
Title if not Administrative Officer: Supervisor
Email: kmcnamara@vanburen-mi.org Telephone: (734) 699-8910

2. GENERAL INFORMATION

Corrective Action Plan: An underfunded local unit of government shall develop and submit for approval a corrective action plan for the local unit of government. The local unit of government shall determine the components of the corrective action plan. This Corrective Action Plan shall be submitted by any local unit of government with at least one retirement health benefit system that has been determined to have an underfunded status. Underfunded status for a retirement health system is defined as being less than 40% funded according to the most recent audited financial statements, and, if the local unit of government is a city, village, township, or county, the annual required contribution (ARC) for all of the retirement health systems of the local unit of government is greater than 12% of the local unit of government's annual governmental fund revenues, based on the most recent fiscal year.

Due Date: The local unit of government has **180 days from the date of notification** to submit a corrective action plan to the Municipal Stability Board. The Board may extend the 180-day deadline by up to an additional 45 days if the local unit of government submits a reasonable draft of a corrective action plan and requests an extension.

Filing: Per Sec. 10(1) of the Act, this Corrective Action Plan must be approved by the local government's administrative officer and its governing body. **You must provide proof of your governing body approving this Corrective Action Plan and attach the documentation as a separate PDF document.** Per Sec. 10(4) of the Act, failure to provide documentation that demonstrates approval from your governing body will result in a determination of noncompliance by the Board.

The submitted plan must demonstrate through distinct supporting documentation how and when the local unit will reach the 40% funded ratio. Or, if the local unit is a city, village, township, or county, the submitted plan may demonstrate how and when the ARC for all of the retirement healthcare systems will be less than 12% of annual governmental fund revenues, as defined by the Act. Supporting documentation for the funding ratio and/or ARC must include an actuarial projection, an actuarial valuation, or an internally developed analysis. The local unit must project governmental fund revenues using a reasonable forecast based on historical trends and projected rates of inflation.

The completed plan must be submitted via email to Treasury at LocalRetirementReporting@michigan.gov for review by the Board. **If you have multiple underfunded retirement systems, you are required to complete separate plans and send a separate email for each underfunded system.** Please attach each plan as a separate PDF document in addition to all applicable supporting documentation.

The subject line of the email(s) should be in the following format: **Corrective Action Plan-2017, Local Unit Name, Retirement System Name** (e.g. Corrective Action Plan-2017, City of Lansing, Employees' Retirement System OPEB)

Plan). Treasury will send an automatic reply acknowledging receipt of the email. Your individual email settings must allow for receipt of Treasury's automatic reply. This will be the only notification confirming receipt of the application(s).

Municipal Stability Board: The Municipal Stability Board (the Board) shall review and vote on the approval of a corrective action plan submitted by a local unit of government. If a corrective action plan is approved, the Board will monitor the corrective action plan for the following two years, and the Board will report on the local unit of government's compliance with the Act not less than every two years.

Review Process: Following receipt of the email by Treasury, the Board will accept the corrective action plan submission at the next scheduled meeting of the Board. The Board shall then approve or reject the corrective action plan within 45 days from the date of the meeting.

Considerations for Approval: A successful corrective action plan will demonstrate the actions for correcting underfunded status as set forth in Sec. 10(7) of the Act (listed below), as well as any additional solutions to address the underfunded status. Please also include steps already taken to address your underfunded status, as well as the date prospective actions will be taken. A local unit of government may also include in its corrective action plan a review of the local unit of government's budget and finances to determine any alternative methods available to address its underfunded status. A corrective action plan under this section may include the development and implementation of corrective options for the local unit of government to address its underfunded status. The corrective options as described in Sec. 10(7) may include, but are not limited to, any of the following:

- (i) Requiring cost sharing of premiums and sufficient copays.
- (ii) Capping employer costs.

Implementation: The local unit of government has up to 180 days after the approval of a corrective action plan to begin to implement the corrective action plan to address its underfunded status. The Board shall monitor each underfunded local unit of government's compliance with this act and any corrective action plan. The Board shall adopt a schedule, not less than every 2 years, to certify that the underfunded local unit of government is in substantial compliance with the Act. If the Board determines that an underfunded local unit of government is not in substantial compliance under this subsection, the Board shall within 15 days provide notification and report to the local unit of government detailing the reasons for the determination of noncompliance with the corrective action plan. The local unit of government has 60 days from the date of the notification to address the determination of noncompliance.

3. DESCRIPTION OF PRIOR ACTIONS

Prior actions are separated into three categories below: System Design Changes, Additional Funding, and Other Considerations. Please provide a brief description of the prior actions implemented by the local government to address the retirement system's underfunded status within the appropriate category section. Within each category are sample statements that you may choose to use to indicate the changes to your system that will positively affect your funded status. For retirement systems that have multiple divisions, departments, or plans within the same retirement system, please indicate how these changes impact the retirement **system** as a whole.

- **Please Note:** If applicable, prior actions listed within your waiver application(s) may also be included in your corrective action plan.

Please indicate where in the attached supporting documentation these changes are described and the impact of those changes (i.e. what has the local unit of government done to improve its underfunded status, and where can we find the proof of these changes in the supporting documentation?).

Note: Please provide the name of the system impacted, the date you made the change, the relevant page number(s) within the supporting documentation, and the resulting change to the system's funded ratio.

Category of Prior Actions:

- System Design Changes** - System design changes may include the following: Changes to coverage levels (including retiree co-payments, deductibles, and Medicare eligibility), changes to premium cost-sharing, eligibility changes, switch to defined contribution retiree health care plan, changes to retiree health care coverage for new hires, etc.

Sample Statement: *Benefit levels of the retired membership mirrors the current collective bargaining agreement for each class of employee. On **January 1, 2017**, the local unit entered into new collective bargaining agreements with the **Command Officers Association and Internal Association of Firefighters** that increased employee co-payments and deductibles for healthcare. These coverage changes resulted in an improvement to the retirement system's funded ratio. Please see page **12** of the attached actuarial analysis that indicates the system is **40% funded as of June 30, 2017.***

• The Township recently passed a new policy where all new hires are now on a defined contribution retiree health care plan versus the existing defined benefit retiree health care plan. New hires as of October 1, 2019 now get an annual contribution to a "retiree health care savings account".

- Additional Funding** – Additional funding may include the following: paying the annual required contribution in addition to retiree premiums, voluntary contributions above the annual required contribution, bonding, millage increases, restricted funds, etc.

Sample Statement: *The local unit created a qualified trust to receive, invest, and accumulate assets for retirement healthcare on **June 23, 2016**. The local unit of government has adopted a policy to change its funding methodology from Pay-Go to full funding of the Annual Required Contribution (ARC). Additionally, the local unit has committed to contributing **\$500,000** annually, in addition to the ARC for the next five fiscal years. The additional contributions will increase the retirement system's funded ratio to **40% by 2022**. Please see page **10** of the attached resolution from our governing body demonstrating the commitment to contribute the ARC and additional **\$500,000** for the next five years.*

The Township Board recently approved the 2020 budget which increased the General Fund's annual contribution to the Township's Retiree Health Care qualified trust account from \$100,000 to \$125,000. Additionally, the Township Water Fund will continue to contribute \$333,848 annually, which results in a 100% funded status for the Water Fund, by year 2024 (see attached actuarial valuation as supporting documentation).

- Other Considerations** – Other considerations may include the following: outdated Form 5572 information, actuarial assumption changes, amortization policy changes, etc.

Sample Statement: *The information provided on the Form 5572 from the audit used actuarial data from **2015**. Attached is an updated actuarial valuation for **2017** that shows our funded ratio has improved to **42%** as indicated on page **13**.*

The Township will continue to pay for annual retiree health care premiums from operating budgets, without accessing the Retiree Health Care Trust. Per the attachment (2a), the Township will reach the required 40% funded threshold by 2042, which is within the 30 year requirement.

4. DESCRIPTION OF PROSPECTIVE ACTIONS

The corrective action plan allows you to submit a plan of prospective actions which are separated into three categories below: System Design Changes, Additional Funding, and Other Considerations. Please provide a brief description of the prospective actions implemented by the local government to address the retirement system's underfunded status within the appropriate category section. Within each category are sample statements that you may choose to use to indicate the changes to your system that will positively affect your funded status. For retirement systems that have multiple divisions, departments, or plans within the same retirement system, please indicate how these changes impact the retirement **system** as a whole.

Please indicate where in the attached supporting documentation these changes are described and the impact of those changes (i.e. what will the local unit of government do to improve its underfunded status, and where can we find the proof of these changes in the supporting documentation?).

Category of Prospective Actions:

- System Design Changes** - System design changes may include the following: Changes to coverage levels (including retiree co-payments, deductibles, and Medicare eligibility), changes to premium cost-sharing, eligibility changes, switch to defined contribution retiree health care plan, changes to retiree health care coverage for new hires, etc.

Sample Statement: *The local unit will seek to align benefit levels for the retired membership with each class of active employees. Beginning with **summer 2018** contract negotiations, the local unit will seek revised collective bargaining agreements with the **Command Officers Association** and **Internal Association of Firefighters** to increase employee co-payments and deductibles for healthcare. These coverage changes would result in an improvement to the retirement system's funded ratio. Please see page **12** of the attached actuarial analysis that indicates the system would be **40% funded by fiscal year 2020** if these changes were adopted and implemented by **fiscal year 2019**.*

The Township is in the process of evaluating the possibility of offering employee buyouts for those employees covered by the Retiree Health Care Plan. Any employees taking advantage of this buyout would relinquish any future claims to retiree health care in exchange for a monetary deposit into a retiree health care savings plan. The result of any employees "opting out" of the retiree health care benefit, would result in an overall lower OPEB liability for the Twp.

- Additional Funding** – Additional funding may include the following: meeting the annual required contribution in addition to retiree premiums, voluntary contributions above the annual required contribution, bonding, millage increases, restricted funds, etc.

Sample Statement: *The local unit will create a qualified trust to receive, invest, and accumulate assets for retirement healthcare by **December 31, 2018**. The local unit of government will adopt a policy to change its funding methodology from Pay-Go to full funding of the Annual Required Contribution (ARC) by **December 31, 2018**. Additionally, beginning in fiscal year 2019, the local unit will contribute **\$500,000** annually in addition to the ARC for the next five fiscal years. The additional contributions will increase the retirement system's funded ratio to **40% by 2022**. Please see page **10** of the attached resolution from our governing body demonstrating the commitment to contribute the ARC and additional **\$500,000** for the next five years.*

The Township has a projected 12/31/19 fund balance in its Long Term Debt Fund of \$14,473,060. This money has been allocated for the specific purpose of having savings for the OPEB obligation. This money has not been placed in the qualified trust account, to allow some flexibility with these funds, but this was specifically what these funds were set aside for. This should undoubtedly be taken into account when evaluating the Township's affordability criteria.

- Other Considerations** – Other considerations may include the following: outdated Form 5572 information, actuarial assumption changes, amortization policy changes, etc.

Sample Statement: *Beginning in **fiscal year 2019**, the local unit will begin amortizing the unfunded portion of the healthcare liability using a **level-dollar amortization method over a closed period of 10 years**. This will allow the health system to reach a funded status of **42% by 2022** as shown in the attached actuarial analysis on page **13**.*

5. CONFIRMATION OF FUNDING

Please check the applicable answer:

Do the corrective actions listed in this plan allow for (insert local unit name) Charter Township of Van Buren to make, at a minimum, the retiree premium payment, as well as the normal cost payments for all new hires (if applicable), for the retirement health benefit system according to your long-term budget forecast?

- Yes
 No
If No, Explain

6. DOCUMENTATION ATTACHED TO THIS CORRECTIVE ACTION PLAN

Documentation should be attached as a .pdf to this corrective action plan. The documentation should detail the corrective action plan that would be implemented to adequately address the local unit of government's underfunded status. Please check all documents that are included as part of this plan and attach in successive order as provided below:

Naming convention: when attaching documents please use the naming convention shown below. If there is more than one document in a specific category that needs to be submitted, include a, b, or c for each document. For example, if you are submitting two supplemental valuations, you would name the first document "Attachment 2a" and the second document "Attachment 2b".

Naming Convention

Type of Document

Attachment – 1

This Corrective Action Plan (Required)

Attachment – 1a

Documentation from the governing body approving this Corrective Action Plan (Required)

Attachment – 2a

An actuarial projection, an actuarial valuation, or an internally developed analysis, which illustrates how and when the local unit will reach the 40% funded ratio. Or, if the local unit is a city, village, township, or county, ARC will be less than 12% of governmental fund revenues, as defined by the Act. (Required)

Attachment – 3a

Documentation of additional payments in past years that is not reflected in your audited financial statements (e.g. enacted budget, system provided information).

Attachment – 4a

Documentation of commitment to additional payments in future years (e.g. resolution, ordinance)

Attachment – 5a

A separate corrective action plan that the local unit has approved to address its underfunded status, which includes documentation of prior actions, prospective actions, and the positive impact on the system's funded ratio

Attachment – 6a

Other documentation, not categorized above

7. CORRECTIVE ACTION PLAN CRITERIA

Please confirm that each of the four corrective action plan criteria listed below have been satisfied when submitting this document. Specific detail on corrective action plan criteria can be found in the Corrective Action Plan Development: Best Practices and Strategies document.

Corrective Action Plan Criteria	Description
<input checked="" type="checkbox"/> Underfunded Status	Is there a description and adequate supporting documentation of how and when the retirement system will reach the 40% funded ratio? Or, if your local unit is a city, village, township, or county, how and when the ARC of all retirement healthcare systems will be less than 12 percent of governmental fund revenues?
<input checked="" type="checkbox"/> Reasonable Timeframe	Do the corrective actions address the underfunded status in a reasonable timeframe (<u>see CAP criteria issued by the Board</u>)?
<input checked="" type="checkbox"/> Legal and Feasible	Does the corrective action plan follow all applicable laws? Are all required administrative certifications and governing body approvals included? Are the actions listed feasible?
<input checked="" type="checkbox"/> Affordability	Do the corrective action(s) listed allow the local unit to make the retiree healthcare premium payment, as well as normal cost payment for new hires now and into the future without additional changes to this corrective action plan?

8. LOCAL UNIT OF GOVERNMENT'S ADMINISTRATIVE OFFICER APPROVAL OF CORRECTIVE ACTION PLAN

I, Kevin McNamara, as the government's administrative officer (insert title) Township Supervisor (Ex: City/Township Manager, Executive director, and Chief Executive Officer, etc.) approve this Corrective Action Plan and will implement the prospective actions contained in this Corrective Action Plan.

I confirm to the best of my knowledge that because of the changes listed above, one of the following statements will occur:

- The Van Buren Township Retiree Health Plan (**Insert Retirement Healthcare System Name**) will achieve a funded status of at least 40% by Fiscal Year 2042 as demonstrated by required supporting documentation listed in section 6.

OR, if the local unit is a city, village, township, or county:

- The ARC for all of the retirement healthcare systems of _____ (**Insert local unit name**) will be less than 12% of the local unit of government's annual governmental fund revenues by Fiscal Year _____ as demonstrated by required supporting documentation listed in section 6.

Signature _____

Date _____

To: Sean Bellingham, Deputy Treasurer – Van Buren Township
 Fr: Watkins Ross; Christian Veenstra, FCA, ASA, MAAA, EA
 Re: Revised projected funded status under current funding policy

Executive summary:

An analysis of the projected funded status given the proposed funding policy indicates attainment of 40% funded status by the year 2042. Of the three funds that make up the Total, General employees make up over 80% of the liability and funding obligation. Accordingly, the contribution policy for this group drives the year at which it is expected that the fund will be 40% funded.

Collectively and individually, under the proposed policy, 40% funding would be attained by the following years:

Fund	40% funding attained in X years or in year Y	Number of X years or until year Y to attain 40% or 100% funded lvl
Total	24 years (2042)	
General	28 years (2046)	37 years (2056) – 40%
Water	Immediate	6 years (2024) – 100%
DDA	Immediate	8 years (2027) – 100%

Funding policy

In addition to continuing to pay retiree healthcare benefits from general operating funds, the following contribution policy was provided by Van Buren Township and evaluated for reasonableness for attaining and maintaining a funded status of at least 40% within a reasonable number of years

- General fund - \$100,000 contributed in 2019; \$125,000 is budgeted to be contributed in 2020 and assumed to continue
- Water fund - \$333,848 contributed annually
- DDA fund – while the latest contribution was sufficient to fund close to 100%, additional benefit accruals by current active employees are such that benefit payments from general operating funds will be required for 8 years until the plan can maintain 100% funded status without additional support

Illustrations

The Total and General Fund liabilities and projected assets are shown until year 2042 when 40% funded status is anticipated. The Water and DDA Fund liabilities projections are shown through the period when contributions (either directly or via benefit payments made from general operating funds) are needed to maintain 100% funded status – 2024 and 2027 for Water and DDA respectively.

Three columns illustrate potential plan contributions – employer contributions to the OPEB Trust, projected benefit payments and a total contribution that includes the contribution to the trust plus retiree benefit payments made from general operating funds.

For protection of use and interpretation of work product, only beginning years and years in which the targeted funded status occurs are shown in the illustrations.

Method and Assumptions

This study is considered a companion to the December 31, 2018 Actuarial report issued March 28, 2019 in compliance with Governmental Accounting Standards Board (GASB) Statement Nos. 74 and 75. Plan

provisions valued, actuarial assumptions and methods are those used for and summarized in that report unless otherwise indicated. An updated fund balance projection as of December 31, 2019 was provided by the Township on October 31, 2019.

No new hire profiles were developed for this projection because new hires will be moved to a Defined Contribution plan in lieu of this retiree health care plan.

Data exceptions and other considerations

All data was provided as of December 31, 2018 via spreadsheet from the Charter Township of Van Buren on February 11, 2019. No audit of the data beyond a reasonability review was performed by Watkins Ross and it was generally accepted as complete and accurate.

Return on plan investments, actual claim and other actuarial experience is key in whether or not the projections of funded status are attained in the anticipated periods.

Certification

The actuary certifying this report represents himself as meeting the Qualification Standards of the American Academy of Actuaries to render actuarial opinions contained in the report.



Christian R. Veenstra, FCA, ASA, MAAA
Enrolled Actuary #17-05668

Charter Township of Van Buren
2019 funding projection (based on December 31, 2018 actuarial valuation)

Discount Return
6.54% 6.54%

	31-Dec liability	Assets	Contribution	+Benefit payments	=total contribution	funded percent
2019	25,594,837	4,294,123	433,848	547,920	981,768	16.8%
2020			458,848	651,417	1,110,265	18.3%
2021			458,848	758,887	1,217,735	19.9%
2022			458,848	886,547	1,345,395	21.5%
2023			458,848	1,017,576	1,476,424	23.1%
2024			458,848	1,127,949	1,586,797	24.8%
2025			125,000	1,277,550	1,402,550	25.1%
2026			125,000	1,417,818	1,542,818	25.4%
2027			125,000	1,556,594	1,681,594	25.8%
2028			125,000	1,708,750	1,833,750	26.1%
2029			125,000	1,856,864	1,981,864	26.6%
2030			125,000	2,002,930	2,127,930	27.0%
2031			125,000	2,166,283	2,291,283	27.5%
2032			125,000	2,289,689	2,414,689	28.1%
2033			125,000	2,437,184	2,562,184	28.8%
2034			125,000	2,546,698	2,671,698	29.6%
2035			125,000	2,650,468	2,775,468	30.4%
2036			125,000	2,773,146	2,898,146	32.3%
2037			125,000	2,850,009	2,975,009	33.4%
2038			125,000	2,909,135	3,034,135	34.7%
2039			125,000	3,000,170	3,125,170	36.0%
2040			125,000	3,104,384	3,229,384	37.5%
2041			125,000	3,152,675	3,277,675	39.1%
2042	45,366,088	18,573,371	125,000	3,233,234	3,358,234	40.9%

Charter Township of Van Buren - General
2019 funding projection (based on December 31, 2018 actuarial valuation)

Discount Return
6.54% 6.54%

	31-Dec liability	Assets	Contribution	+Benefit payments	=total contribution	funded percent
2019	21,139,388	1,167,404	100,000	456,112	556,112	5.5%
2020			125,000	545,929	670,929	6.0%
2021			125,000	634,829	759,829	6.5%
2022			125,000	733,867	858,867	7.1%
2023			125,000	838,739	963,739	7.6%
2024			125,000	924,221	1,049,221	8.1%
2025			125,000	1,044,007	1,169,007	8.7%
2026			125,000	1,149,219	1,274,219	9.3%
2027			125,000	1,257,394	1,382,394	10.0%
2028			125,000	1,375,817	1,500,817	10.6%
2029			125,000	1,500,288	1,625,288	11.3%
2030			125,000	1,617,372	1,742,372	12.1%
2031			125,000	1,756,613	1,881,613	13.0%
2032			125,000	1,872,663	1,997,663	13.9%
2033			125,000	1,997,518	2,122,518	14.9%
2034			125,000	2,084,038	2,209,038	16.0%
2035			125,000	2,186,295	2,311,295	17.2%
2036			125,000	2,290,141	2,415,141	18.5%
2037			125,000	2,348,032	2,473,032	20.0%
2038			125,000	2,397,079	2,522,079	21.5%
2039			125,000	2,470,326	2,595,326	23.2%
2040			125,000	2,556,736	2,681,736	25.0%
2041			125,000	2,593,850	2,718,850	27.1%
2042			125,000	2,661,911	2,786,911	29.3%
2043			125,000	2,729,032	2,854,032	31.8%
2044			125,000	2,755,711	2,880,711	34.5%
2045			125,000	2,806,818	2,931,818	37.5%
2046	37,008,584	15,118,610	125,000	2,841,462	2,966,462	40.9%

Charter Township of Van Buren - Water
2019 funding projection (based on December 31, 2018 actuarial valuation)

Discount Return
6.54% 6.54%

	31-Dec liability	Assets	Contribution	+Benefit payments	=total contribution	funded percent
2019	3,919,232	2,593,031	333,848	84,297	418,145	66.2%
2020	4,173,357	3,096,463	333,848	94,739	428,587	74.2%
2021	4,426,820	3,632,820	333,848	110,071	443,919	82.1%
2022	4,677,168	4,204,254	333,848	134,523	468,371	89.9%
2023	4,912,405	4,813,061	333,848	157,892	491,740	98.0%
2024	5,133,136	5,461,683	333,848	180,338	514,186	106.4%

Charter Township of Van Buren - DDA

2019 funding projection (based on December 31, 2018 actuarial valuation)

Discount	Return
6.54%	6.54%

	31-Dec liability	Assets	Contribution	+Benefit payments	=total contribution	funded percent
2019	536,217	533,688	0	7,511	7,511	99.5%
2020	582,233	568,591	0	10,749	10,749	97.7%
2021	627,341	605,777	0	13,987	13,987	96.6%
2022	671,557	645,395	0	18,157	18,157	96.1%
2023	713,853	687,604	0	20,945	20,945	96.3%
2024	755,788	732,573	0	23,390	23,390	96.9%
2025	797,759	780,483	0	25,560	25,560	97.8%
2026	840,099	831,527	0	32,104	32,104	99.0%
2027	878,200	885,909	0	39,842	39,842	100.9%



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

GRETCHEN WHITMER
GOVERNOR

RACHAEL EUBANKS
STATE TREASURER

October 22, 2019

**Waiver Application Results:
Determination of Underfunded Status and
Need for a Corrective Action Plan**

Fiscal Year: 2018

Municipality Code: 821100

Sent Via Email

Charter Township of Van Buren
sbellingham@vanburen-mi.org

Dear Administrative Officer or Designee:

Thank you for submitting your retirement waiver application(s) pursuant to Public Act 202 of 2017 (the Act). **Based upon review, the following waiver application(s) has been disapproved for the following reason(s):**

Plan name and reason for disapproval:

OPEB

- Your municipality's unfunded liability represents a significant portion of annual revenues and/or the outstanding unfunded liability remains significant.
- Your municipality's waiver application includes prospective information which will need to be monitored through a corrective action plan.
- The local government's governing body failed to approved the waiver application.
- The local government's plan included the use of OPEB assets that are not compliant with GASB standards.

As a result, your local government is determined to be in underfunded status as defined by Section 3 of the Act.

How to Apply for a Corrective Action Plan

In accordance with the Act, you must create a corrective action plan **for each underfunded system**. The attached corrective action plan form has detailed instructions on how to complete the corrective action plan. The completed corrective action plan is due back to the Department of Treasury (Treasury) **within 180 days of this notification** via email to LocalRetirementReporting@Michigan.gov.

- ❖ If applicable, prior actions listed within your waiver application(s) may also be included in your corrective action plan.

The Board has approved their Best Practices and Corrective Action Plan Criteria, which includes detailed corrective action plan approval criteria regarding funding ratios, underfunded status, affordability, and legality. Please review the Board's criteria and complete a corrective action plan(s).

If you have multiple underfunded retirement systems, you are required to complete a separate corrective action plan application for each system and send a separate email for each system. Please attach each application as a separate PDF document in addition to all applicable supporting documentation. The subject line of the email should be in the following format: **Corrective Action Plan-20XX, Local Government Name** (e.g. Corrective Action Plan-2018, City of Lansing). Treasury will send an automatic reply acknowledging receipt of the email. Treasury will also provide the corrective action plan to the Municipal Stability Board (the Board) for their review.

Next Steps:

- Once your corrective action plan(s) is submitted, the Board will officially receive your plan at their next scheduled meeting;
- The Board shall then approve or disapprove a corrective action plan(s) within 45 days after it is received.

Thank you for your commitment to fiscal stability and compliance with the requirements of the Act. If you have any questions, please visit Michigan.gov/LocalRetirementReporting for step-by-step reporting instructions and helpful FAQs, or email our office at LocalRetirementReporting@michigan.gov. If you would prefer to speak with a member of our team, please schedule a phone call appointment using the Local Retirement Calendar. A team member will contact you via the phone number you provide at your scheduled time.

Sincerely,

Michigan Department of Treasury
Local Retirement Reporting Team

Public Act 202 of 2017 Health Care (OPEB) Report

Instructions/Questions: For a list of detailed instructions on how to complete and submit this form, visit michigan.gov/LocalRetirementReporting. For questions, please email LocalRetirementReporting@michigan.gov. Return this original Excel file. Do not submit a scanned image or PDF.

Enter Local Unit Name	Charter Township of Van Buren
Enter Six-Digit Municipal ID	821100
Unit Type	Township
Fiscal Year (four-digit year only, e.g., 2018)	2018
Contact Name (Chief Administrative Officer)	Sean Bellingham
Title if not CAO	Deputy Treasurer
CAO (or designee) Email Address	sbellingham@vanburen-mi.org
Contact Telephone Number	734-899-8900 x9214

If your OPEB system is separated by divisions, you would only enter one system. For example, one could have different divisions of the same system for union and non-union employees. However, these would be only one system and should be reported as such on this form.

OPEB System Name (not division) 1	Township Plan
OPEB System Name (not division) 2	
OPEB System Name (not division) 3	
OPEB System Name (not division) 4	
OPEB System Name (not division) 5	

Line	Description	Statute Reference	System 1	System 2	System 3	System 4	System 5
1	Provide the name of your retirement health care system						
2	Enter retirement health care system's assets (system fiduciary net position)	Sec. 5(6)	Township Plan				
3	Enter retirement health care system's liabilities (total OPEB liability)	Sec. 5(4)(a)	3,271,657				
4	Date (system year ending) of valuation of system's assets and liabilities (e.g., 12/31/2017)	Sec. 5(4)(a)	12/31/18				
5	Actuarially Determined Contribution (ADC)	Sec. 5(6)	3,819,375				
5a	Do the financial statements include an ADC calculated in compliance with Numberted Letter 2018-3?	Sec. 5(4)(a)	YES				
6	Governmental Fund Revenues	Sec. 5(4)(a)	20,622,618				
7	Health Care Trigger Summary						
8	Is this unit a primary unit (County, Township, City, Village)?	Sec. 5(4)(a)	YES	YES	YES	YES	YES
9	Funded ratio	Sec. 5(4)(e)	13.8%	0.0%	0.0%	0.0%	0.0%
10	All systems combined ADC/Governmental fund revenues	Sec. 4(1)(i)	YES	YES	YES	YES	YES
11	Did the local government pay the retiree insurance premiums for the year?	Sec. 4(1)(j)	YES	YES	YES	YES	YES
12	Did the local government pay the normal cost for employees hired after June 30, 2018?	Sec. 4(1)(j)	YES	YES	YES	YES	YES
13	Does this system trigger "underfunded status" as defined by PA 202 of 2017?	Sec. 5(4)(b)		NO	NO	NO	NO

By emailing this report to the Michigan Department of Treasury, the local unit of government acknowledges that this report is complete and accurate in all known respects. Public Act 202 of 2017 also requires the local unit of government to electronically submit the form to its governing body.

Charter Township of Van Buren

Agenda Item 41

REQUEST FOR BOARD ACTION

WORK STUDY: FEBRUARY 18, 2020
BOARD DATE: FEBRUARY 18, 2020

New Business

Unfinished Business

Public Hearing

Consent Agenda

ITEM (SUBJECT)

Consider approval of PEA Inc., professional services for the segment of the Iron Belle Trail through Van Buren Township and have the Supervisor and Clerk execute the agreement.

DEPARTMENT

Parks and Recreation

PRESENTER

Director Jennifer Wright Parks and Recreation

PHONE NUMBER

734-699-8921

INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)

Agenda topic

ACTION REQUESTED

Consider approval of PEA Inc., professional services for the segment of the Iron Belle Trail through Van Buren Township and have the Supervisor and Clerk execute the agreement.

BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)

This contract is to continue work through PEA Inc. for the Iron Belle Trail that extends from Edgemont Street in the City of Belleville to Martinsville Road on the south side of Huron River Dr.

This work has been budgeted and will be paid for with the Michigan Department of Natural Resources Trust Fund grant we received last year for \$300,000.00 The cost of PEA to assist with a topographic survey, geotechnical investigation, final easement documents (if needed), permits, bidding documents and meetings is \$59,200.00

BUDGET IMPLICATION

IMPLEMENTATION NEXT STEP

PEA proposes to begin work on this project upon notice

DEPARTMENT RECOMMENDATION Approved

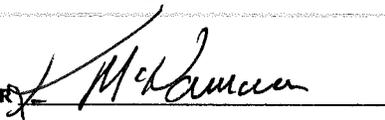
COMMITTEE/COMMISSION RECOMMENDATION Recommended at the Feb 11 Recreation Committee

ATTORNEY RECOMMENDATION

(May be subject to Attorney/Client Privilege and not available under FOIA)

ADDITIONAL REMARKS

APPROVAL OF SUPERVISOR





Civil Engineers | Land Surveyors | Landscape Architects

experienced. responsive. passion for quality.

Branch Office: 7927 Nemco Way, Suite 115 • Brighton, MI 48116
t: 517.546.8583 • f: 517.546.8973 • www.peainc.com

January 24, 2020

PEA Proposal No: PR19-058

via email: JAWright@vanburen-mi.org

Ms. Jennifer Wright
Director of Parks and Recreation
Van Buren Township
46425 Tyler Road
Van Buren Township, MI 48111

**RE: Iron-Belle Trail
Proposal for Professional Services
Van Buren Township, Wayne County, Michigan**

Dear Ms. Wright:

PEA, Inc. is pleased to provide this proposal for professional services for a segment of the Iron Belle Trail through Van Buren Township.

Project Description

It is our understanding that Van Buren Township has received funding from the Michigan Department of Natural Resources (MDNR) for design and engineering services for a portion of the Iron Belle Trail that extends from Edgemont Street in Belleville to Martinsville Road on the south side of Huron River Drive. PEA will assist the Township in developing final plans as outlined below.

Scope of Services

A. Topographic Survey

In order to prepare an accurate set of plans for this project, it will be necessary to prepare an accurate survey of the existing conditions of the project area. This will include the following:

- Prepare a topographical survey of the pathway route on the south side of Huron River Drive including 50 foot beyond the edge of the road.
- Locate the R.O.W. and the approximate property lines of parcels along the south side of Huron River Drive Road.
- Locate any and all existing utilities visible from the surface and as indicated on records provided by the various applicable utility companies and agencies.
- Depict easements indicated in the Client provided title work.

B. Limited Geotechnical Investigation

PEA will complete five hand auger soil borings to a depth of 5' to determine the drainage capacity of the soil. PEA will provide a summary report of the findings.

C. Final Easement Documents (if required)

PEA will finalize the legal descriptions and exhibits for easements if required. There could be up to four easements. The Township will be responsible for contacting the property owners and negotiating the easements. PEA will provide the supporting plans and exhibits. The Township Attorney will be responsible for any legal agreements. The Township will be responsible for any filing and recording fees for the easements. Additional services and fees may apply to this task if additional easements are required or if additional meetings or plan revisions are required beyond what is noted above.

D. Construction Drawings

PEA will prepare detailed engineering Construction Drawings for permits and bidding. The Construction Drawings will include the following plans:

- Cover Sheet
- Topographic Survey
- Site Layout Plan
- Grading Plan and Drainage Plan
- Crosswalk | Ramp Details
- Landscape Restoration Plans
- Soil Erosion and Sedimentation Control Plan
- Construction Notes and Details
- Technical Specifications

This proposal assumes one (1) set of plan revisions will be required based on Client review comments.

E. Permits

A permit will be required to complete the project from Wayne County for construction within the R.O.W. PEA will prepare the permit application and exhibits, and will respond to review comments during the permitting process. If significant revisions to the project design are required during the permitting process, then additional services and fees may be required.

F. Bidding

PEA will assist the Township in preparing bid documents. The Township will provide their standard procurement documents and will be responsible for soliciting bids. PEA will prepare any necessary addenda and review bids. *(Two meetings are included in this phase for a pre-bid meeting and a meeting to review bids)*

G. Meetings

PEA will attend meetings as required throughout the project including meetings with representatives from the County and the Township. Since the exact number of meetings cannot be determined at this time, a budgetary estimate has been provided.

Fee Schedule

PEA will complete the above outlined professional services per the fees listed below. Work shall not proceed on any phase of work until authorized by the Township. If the scope of services changes and it appears that additional work will be needed to complete a new task, PEA will advise the Client as to the anticipated fees necessary to complete the new task.

Task A: Topographic Survey	\$ 11,000.00 lump sum
Task B: Geotechnical Investigation	\$ 1,500.00 lump sum
Task C: Final Easement Documents	\$ 4,000.00 Allowance
Task D: Construction Drawings	\$ 32,500.00 hourly not to exceed
Task E: Permits	\$ 4,200.00 lump sum
Task F: Bidding	\$ 3,500.00 lump sum
Task G: Meetings	\$ 2,500.00 hourly estimate
Total Fee	\$ 59,200.00

Reimbursable expenses such as the cost of printing, postage, permit application fees, reproduction and overnight mail service are not included in the above fee estimate and will be added separately on each invoice.

Assumptions and Understandings

Unless otherwise indicated in the proposal above, the following assumptions and understandings apply to this project:

- The work in this proposal is limited to the specific route noted in this proposal.
- Appraisal services are not included as part of this project.
- Boundary surveys are not included as part of this project.
- This proposal does not include services related to work related to cross walk signals, site lighting or any electrical work.
- The Township is responsible for all permit application fees.
- All work shall be performed in accordance with the standard terms and conditions indicated on the attached *Exhibit "A" (Hourly Rate Schedule and Standard Agreement for Professional Services)*.

Additional Services

PEA can provide a scope and fees for the following services upon request:

- Construction Administration
- Record Drawings
- Any other services and/or revisions not specifically described in the Scope of Services herein

We thank you for the opportunity to submit this proposal. When signing this proposal, Van Buren Township understands and accepts the fact that payment for services rendered is due within 30 days of the date of our invoice. Van Buren Township agrees that payments to PEA are not subject to local or state agency approvals, permit acquisitions, third party agreements, project financing, or closings. If this proposal is acceptable to you, please sign below and return one copy.

Sincerely,

PEA, Inc.



Jeffrey T. Smith, PLA, ASLA
Director of Landscape Architecture

Enclosure: Exhibit "A"

Van Buren Township

Signatory is responsible for payment

By:

Printed _____

Name: _____

Title: _____

Dated: _____

Email: _____

Phone: _____



EXHIBIT "A"

HOURLY RATE SCHEDULE FOR PROFESSIONAL SERVICES

(Hourly Rate Schedule is subject to annual increases)

3 PERSON SURVEY CREW.....	\$210.00	SENIOR PROJECT MANAGER.....	\$165.00
2 PERSON SURVEY CREW.....	170.00	PROJECT MANAGER.....	150.00
1 PERSON SURVEY CREW.....	135.00	PROJECT COORDINATOR.....	122.00-145.00
SENIOR LANDSCAPE ARCHITECT.....	122.00	SENIOR PROJECT SURVEYOR/ENGINEER.....	140.00
LANDSCAPE ARCHITECT.....	115.00	PROJECT SURVEYOR/ENGINEER.....	130.00
LANDSCAPE DESIGNER IV.....	107.00	SENIOR STAFF SURVEYOR/ENGINEER.....	115.00
LANDSCAPE DESIGNER III.....	102.00	PROJECT DESIGNER II.....	135.00
LANDSCAPE DESIGNER II.....	87.00	PROJECT DESIGNER I.....	110.00
LANDSCAPE DESIGNER I.....	77.00	STAFF ENGINEER III.....	110.00
PROFESSIONAL WETLAND SCIENTIST.....	145.00	STAFF ENGINEER II.....	105.00
SURVEY/ENGINEERING TECHNICIAN.IV.....	110.00	STAFF ENGINEER I.....	100.00
SURVEY/ENGINEERING TECHNICIAN III.....	100.00	STAFF SURVEYOR III.....	110.00
SURVEY/ENGINEERING TECHNICIAN II.....	95.00	STAFF SURVEYOR II.....	103.00
SURVEY/ENGINEERING TECHNICIAN I.....	85.00	STAFF SURVEYOR I.....	100.00
CAD TECHNICIAN III.....	95.00	CONSTRUCTION OBSERVER.....	70.00-110.00
CAD TECHNICIAN II.....	90.00	ADMINISTRATIVE SERVICES.....	65.00
CAD TECHNICIAN I.....	85.00	FIELD TECHNICIAN.....	60.00-110.00

Troxler Nuclear Density Meter \$55/day + Operator's Time

Expert Testimony and/or Depositions 50% added to Hourly Rate Schedule

This Hourly Rate Schedule represents standard rates for the hours between 7:00 am and 6:00 pm daily, Monday through Friday.

Premium rates (one and one-half times the standard rate) may be charged for over eight (8) hours in a day, time on weekends and/or Holidays.

REIMBURSABLE EXPENSES

The following expenses, when incurred in direct connection with the Project, will be charged at the rate shown:

Transportation, lodging and subsistence for out-of-town travel.....	Cost + 10% Administration Fees
Photographs, shipping and express delivery charges, and Project related purchases.....	Cost + 10% Administration Fees
Vehicle Mileage from PEA offices, exceeding a 30-mile radius will be charged at.....	\$0.70 per Mile
Obtain Subcontractors/Subconsultants to perform specialty work.....	Consultant Fee + 15% Administration
Fees Printing and reproduction.....	PEA Cost
Application Fees.....	Cost + 10% Administration Fees

STANDARD AGREEMENT FOR PROFESSIONAL SERVICES

ARTICLE I – AGREEMENT. This Agreement between the parties identified herein consists of the terms in the "Standard Agreement for Professional Services", the Hourly Rate Schedule and the Proposal. PEA refers to Professional Engineering Associates, Inc., which includes all Departments of PEA. CLIENT refers to person or entity with which PEA has contracted to perform professional services. Project refers to the scope of services outlined in the Proposal. PEA agrees not to begin work until the Proposal is executed by both parties.

ARTICLE II – SCOPE OF SERVICES. PEA's professional services under this Agreement extend only to those services specifically described in the Proposal. Other services will be considered as Additional Services. Should changes be made in the plan or phasing or implementation of the plan following initiation of the effort included within the scope of work, the CLIENT accepts that the extra effort and expenses necessary due to these changes will be treated as Additional Services. If upon the request of the CLIENT, PEA agrees to perform Additional Services, then CLIENT agrees to pay PEA for the performance of such Additional Services in accordance with the Hourly Rate Schedule. PEA will not accrue fees for Additional Services with without further authorization from the Client. All meetings and/or site visits requested beyond the maximum number indicated in the Scope-of-Work shall be billed on a Time and Material basis as Additional Services based on the Hourly Rate Schedule for Professional Services.

PEA may incorporate "Performance Specifications" as a component of Construction Documents. Performance Specifications rely upon a statement of systems, equipment and/or materials to be incorporated into the project in terms of required results, without mandating specific means for achieving the required results. Performance Specifications establish minimum standards which must be met by defining the functional requirements, the operating conditions and/or environment in which it must operate and/or related matters such as general standards which must be satisfied, warranty requirements, etc. Where performance specifications are used, they will be identified as such.

Where Performance Specifications are used, the Contractor, Subcontractors, Manufacturer and/or Supplier of the materials or equipment to be furnished assume design responsibility and liability for the applicable systems, equipment or materials. The Contractor, their Subcontractors, and others who actually manufacture and supply the items will be the sole parties liable to the CLIENT for loss or damage caused by defective or deficient design, manufacture or performance. PEA's shop drawing review is strictly to determine that manufacturers and suppliers have referenced the appropriate operating conditions and environment.

If PEA's services are delayed or suspended in whole or in part by CLIENT, act of God or other reason beyond PEA's control, or if PEA's services are extended by Contractor's actions or inactions for more than 90 days through no fault of PEA, PEA shall be entitled to equitable adjustment of rates and amounts of compensation and extension of deadline provided for elsewhere in this Agreement to reflect reasonable costs incurred by PEA in connection with, among other things, such delay or suspension and reactivation.

ARTICLE III – CONFIDENTIALITY. PEA shall maintain as confidential such information obtained from CLIENT or developed as part of the Services as CLIENT expressly designates in writing as confidential. This obligation shall not apply to information which is or comes into the public domain or which PEA is required to disclose by law or order of a court, administrative agency or other legal authority. Unless otherwise agreed, PEA may use and publish CLIENT'S name and a general description of the Services in describing PEA's experience to other CLIENTS or potential CLIENTS.

ARTICLE IV – STANDARD OF CARE. PEA shall perform or furnish professional engineering and related services as outlined in the Proposal for all phases of the Project to which this Agreement applies. PEA may employ Consultants, as PEA deems necessary to assist in the performance or furnishing of the services. PEA will assist the CLIENT in preparing applications and supporting documents for the CLIENT to secure permits and approvals from agencies having jurisdiction over the Project. The CLIENT agrees to pay all application and review fees. PEA shall perform the Services with the care and skill ordinarily exercised by members of PEA's profession practicing in the same locality under similar conditions. PEA makes no other warranty or guarantee, express or implied, in connection with this Agreement, the performance of the services or in any report, opinion or other document developed as part of the Services.

PEA and CLIENT shall comply with applicable Laws or Regulations. This Agreement is based on these requirements as of the Proposal date. Changes to these requirements after the Proposal date of this Agreement may be the basis for modifications to CLIENT'S responsibilities or to PEA's scope of services, times of performance, or compensation.

Information Provided by Others: Where PEA indicates to the CLIENT the information needed for rendering of services hereunder, the CLIENT shall provide PEA such information as is available to the CLIENT and the CLIENT'S Consultants and Contractors, and PEA shall be entitled to rely upon the accuracy and completeness thereof. The CLIENT recognizes that it is impossible for PEA to assure the accuracy, completeness and sufficiency of such information including aerial surveys, either because it is impossible to verify, or because of errors or omissions which may have occurred in assembling the information the CLIENT is providing. Accordingly, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold PEA harmless from any claim, liability or cost (including reasonable attorneys' fees and costs of defense) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the CLIENT or its agents or contractors to the PEA.

In consideration of the benefits to the CLIENT of employing the "fast track process" (in which some of PEA's design services overlap the construction work and are out of sequence with the traditional project delivery method), and in recognition of the inherent risks of fast tracking to PEA, the CLIENT agrees to waive all claims against PEA for design changes and modifications of portions of the work already constructed due to the CLIENT'S decision to employ the "fast track process".

CLIENT shall be responsible for, and PEA may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by CLIENT to PEA pursuant to this Agreement.

ARTICLE V – SITE ACCESS, SUBSURFACE HAZARDS AND SITE DATA. CLIENT shall provide PEA with lawful access to the site(s) where the services are to be performed. CLIENT shall defend PEA from any challenge to such right-of-entry and shall indemnify and hold PEA harmless from any claims of trespass which may occur and all costs and attorneys' fees incurred by PEA as a result of any such claim. PEA will take reasonable measures to minimize damage to the site and disruption resulting from operations thereon; however, CLIENT acknowledges that certain procedures may cause some damage to land or disruption (i.e., soil borings, test pits, surveying, etc.), the correction of which shall not be PEA's responsibility unless otherwise agreed to by the parties. CLIENT shall supply PEA with information available in CLIENT'S file on the existence and location of underground utilities, structures and other hazards, including hazardous wastes or hazardous substances, at any site where the services are to be performed. PEA shall be entitled to rely on the accuracy and completeness of information furnished by others (including location of underground utilities and data on subsurface conditions) and will not conduct independent evaluation thereof unless specified in the scope of services. PEA shall not be liable for damage to underground utilities or structures not disclosed in writing to PEA.

In accepting this Agreement for consulting services, it is acknowledged by both parties that PEA's scope of services does not include any services related to a Hazardous Environmental Condition. In the event PEA or any other party encounters a Hazardous Environmental Condition, PEA may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until CLIENT: (i) retains appropriate specialist consultant(s) or contractor(s) to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the site is in full compliance with applicable Laws and Regulations.

ARTICLE VI – BILLING, PAYMENTS AND COLLECTION. Unless otherwise agreed, CLIENT shall pay for the Services in accordance with PEA's Proposal and this Agreement.

Retainage – Should the client be required to make an initial payment (Retainer) as indicated in the Proposal this retainer shall be held by PEA and applied against the final invoice. PEA reserves the right to apply the retainer to invoices that are past due upon which occurrence the CLIENT agrees to reinstate the retainer prior to PEA resuming work.

Invoicing – Progress invoices will be submitted to the CLIENT approximately once a month and a final bill will be submitted upon completion of the services. Invoices shall be considered PAST DUE if not paid within 30 calendar days of the invoice date. CLIENT agrees that the periodic billing from PEA to CLIENT are correct, conclusive, binding on CLIENT and due and payable in full unless CLIENT, within 10 calendar days from the date of receipt of such billing, notifies PEA in writing of alleged inaccuracies, discrepancies, or errors in billing. Any portion of the invoice not included in the notification shall be paid within 30 days of receipt of the invoice. It is agreed that all invoices 30 days past due cannot be contested. Payments shall also be received directly from the CLIENT with no delay due to any third party agreements.

Late Fees – If payment is not received by PEA within 30 calendar days of the invoice date, the CLIENT shall pay interest on the PAST DUE amount at the rate of 18% per annum (for business entities) or 7% per annum (for individuals), as the case may be. Payment thereafter shall first be applied to costs of collection, then to interest and then to the unpaid contract amount.

Collection Costs – CLIENT shall pay to PEA all costs of collection (including the costs and fees of both in-house and outside counsel), whether or not an action or other proceeding is commenced. In the event legal action is necessary to enforce the payment provisions of this Agreement, PEA shall be entitled to collect from the CLIENT any judgment or settlement sums due, reasonable attorney's fees, court costs and expenses incurred by PEA in connection therewith and, in addition, the reasonable value of PEA's time, consultant's fees, and expenses spent in connection with such collection action, computed at PEA's prevailing Hourly Rate Schedule and expense policies.

Suspension of Services – If the CLIENT fails to make payment when due or otherwise is in breach of this Agreement, then PEA may, in addition to its other rights and remedies hereunder and under applicable law, terminate or suspend performance of services upon 7 calendar days' notice to the CLIENT. PEA shall have no liability whatsoever to the CLIENT for any costs or damages as a result of such suspension caused by any breach of this Agreement by the CLIENT. Failure to make payment within 60 days of invoice date shall constitute a release of PEA from any and all claims which CLIENT may have, whether in tort, contract or otherwise, and whether known or unknown at the time.

Lien Rights – PEA hereby notifies CLIENT that it intends to utilize all available lien rights it may have in connection with its provision of services under this Agreement. In order to perfect any construction lien in favor of PEA, CLIENT agrees to provide, if applicable, any Notice of Commencement, or any other notice required by the Michigan Construction Lien Act, MCL 570.00 et seq. The CLIENT agrees that the services by PEA are considered property improvements and the CLIENT waives the right to any legal defense to the contrary.

ARTICLE VII – LIMITATION OF LIABILITY. It is expressly agreed that the CLIENT's maximum recovery against PEA relating to the professional services performed hereunder, whether in contract, tort, or otherwise, is the amount of PEA's fee and that an award of damages not to exceed such fee is CLIENT's sole and exclusive remedy against PEA. Under no circumstance shall PEA be liable for client's loss of profit, delay damages, or for any special, incidental, or consequential loss or damage of any nature arising at any time or from any cause whatsoever. Where PEA's fee exceeds \$250,000 CLIENT's maximum recovery against PEA will not exceed \$250,000.

ARTICLE VIII – INDEMNIFICATION. Subject to Article VII above, PEA shall indemnify and hold harmless CLIENT, CLIENT'S officers, directors, partners, employees, consultants and its agents from and against any and all costs, losses, and damages (including but not limited to all actual and reasonable fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of PEA or PEA'S officers, directors, partners, employees, consultants, contractors or agents, in the performance and furnishing of PEA'S services under this Agreement.

To the fullest extent permitted by law, CLIENT shall indemnify and hold harmless PEA, PEA'S officers, directors, partners, employees, consultants and its agents, from and against any and all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of CLIENT or CLIENT'S officers, directors, partners, employees, consultants, contractors or agents, with respect to this Agreement or the Project.

To the fullest extent permitted by law, PEA's total liability to CLIENT and anyone claiming by, through, or under CLIENT for any cost, loss, or damages caused in part by the negligence of PEA and in part by the negligence of CLIENT or any other negligent entity or individual, shall not exceed the percentage share that PEA's negligence bears to the total negligence of CLIENT, PEA, and all other negligent entities and individuals.

In addition to the indemnity provided in this Agreement, and to the fullest extent permitted by law, CLIENT shall indemnify and hold harmless PEA and its officers, directors, partners, employees, consultants and its agents, from and against all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused by, arising out of or resulting from a Hazardous Environmental Condition, provided any such cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than completed Work), including the loss of use resulting therefrom.

ARTICLE IX – WORKSITE SAFETY / PEA SITE VISITS. PEA will comply with CLIENT'S reasonable rules and regulations governing PEA'S activities on CLIENT'S premises to the extent that the same are provided to PEA prior to the start of the Services. PEA will be responsible only for the on-site activities of its employees.

If the Services include site visits, for example, to monitor construction activities for compliance with plans and specifications, the parties agree that PEA shall assume no responsibility or authority for supervision or control over any Contractor's work or worksite safety, shall have no right to stop the work and shall have no responsibility or authority for the means, methods, techniques, sequencing or procedures of construction. The CLIENT agrees that the General Contractor is solely responsible for jobsite safety, and warrants that this intent shall be made evident in the CLIENT'S agreement with the General Contractor. The CLIENT also agrees that the CLIENT, PEA and consultants shall be indemnified and shall be listed as additional insureds under the General Contractor's General Liability Insurance Policy.

PEA shall not be responsible for the acts or omissions of any Contractor(s), Subcontractor or Supplier, or of any of the Contractor's agents or employees or any other persons (except PEA's own employees) at the Site or otherwise furnishing or performing any of the Contractor's work; or for any decision made on interpretations or clarifications of the Contract Documents given by CLIENT without consultation and advice of PEA. PEA neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the work in accordance with the Contract Documents.

ARTICLE X – CONSTRUCTION PHASE SERVICES.

Should CLIENT provide Construction Phase services with either CLIENT'S representatives or a third party, PEA's basic services under this Agreement will be considered to be completed upon completion of the Final Design Phase or Bidding or Negotiating Phase as outlined in the attached Proposal.

Under these conditions it is understood and agreed that PEA's basic services under this Agreement do not include project observation, or review of the Contractor's performance, or any other Construction Phase services, and that such services will be provided by CLIENT. CLIENT assumes all responsibility for interpretation of the Contract Documents and for construction observation or review and waives any claims against PEA that may be in any way connected thereto.

Should the CLIENT or CLIENT'S representative encounter a conflict during construction between plans and specifications or field inspection, either among themselves or with the requirements of any and all reviewing and permit-issuing agencies, CLIENT shall seek clarification in writing from PEA before commencement of construction. Failure to do so shall relieve PEA from any and all liability resulting in this matter.

ARTICLE XI – REUSE OR ALTERATION OF DOCUMENTS. Documents prepared by PEA are instruments of its services and PEA retains all common law, statutory and other reserved rights, including copyright. Subject to the timely payment and performance by CLIENT of its obligations hereunder, PEA grants to CLIENT a limited license to use such document in connection with the Project.

Reuse of Documents: All documents, including but not limited to the calculations, drawings, and specifications prepared by PEA pursuant to this Agreement, whether in hard copy or machine readable form, are related exclusively to the Projects described herein. No documents prepared by PEA pursuant to this Agreement are intended or represented to be suitable for use by the CLIENT or others on extensions of this current Project, or for reuse in any other location.

Further, in the event that PEA's services under this Agreement are terminated for any reason prior to completion of the services described herein, then PEA shall not be responsible for any incomplete documents. Any continued use of PEA's documents on this Project, whether in hard copy or machine readable form, or any use on any other location, with or without any changes or adaptations, made after termination of PEA prior to completion of PEA's services according to this Agreement will be at the CLIENT'S sole risk and without liability or legal recourse to PEA; and the CLIENT shall indemnify and hold PEA harmless from all claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting therefrom.

The CLIENT recognizes that changes or modifications to PEA's instruments of professional service introduced by anyone other than PEA may result in adverse consequences that PEA can neither predict nor control. Therefore, in consideration of PEA's Agreement to deliver its instruments of professional service in machine-readable form, the CLIENT agrees, to the fullest extent permitted by law, to hold harmless and indemnify PEA from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising out of or in any way connected in the modification, misinterpretation, misuse, or reuse by other of the machine readable information and data provided by PEA under this Agreement. The foregoing indemnification applies to any use of the Project documentation on other projects, for additions to this Project, or for completion of this Project by others, excepting only such use as may be authorized, in writing, by PEA.

Ownership and the right to exclusive possession of all documents, including but not limited to reports, letters, applications, drawings, and specifications, prepared by PEA pursuant to this Agreement whether in hard copy or machine readable form, belong to PEA until payment has been made in full by CLIENT pursuant to either the Fixed Fee Agreement or the Hourly Rate Agreement, as invoiced by PEA to CLIENT.

Photographs of any completed Project embodying the services of PEA provided hereunder may be considered as its property, and may be used in publications, marketing materials, and other literature prepared by or on behalf of PEA.

ARTICLE XII – PROGRESSION OF WORK. Neither CLIENT nor PEA shall be liable for any fault or delay caused by any contingency beyond its control including, but not limited to, acts of God, wars, strikes, walkouts, fires, natural calamities, work performed out of sequence or demands or requirements of governmental agencies.

ARTICLE XIII – DISPUTE RESOLUTION – for Professional Liability

Mediation – Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to arbitration or the institution of legal or equitable proceedings by either party. If such matter relates to or is the subject of a lien arising out of PEA's services, PEA may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by arbitration.

PEA and CLIENT shall endeavor to resolve claims, disputes and other matters in question between them by mediation which, unless the parties mutually agree otherwise, shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect. Request for mediation shall be made by a written notice to the other party to this Agreement and to the American Arbitration Association. The request may be made concurrently with the filing of a demand for arbitration but, in such event, mediation shall proceed in advance of arbitrations or legal or equitable proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order.

The parties agree to split the mediator's fee and any filing fees equally. The mediation shall be held in a place where the Project is located, unless other location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

Arbitration – Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to arbitration. Prior to arbitration, the parties shall endeavor to resolve disputes by mediation.

Any claim, dispute and other matters in question between the parties that are not resolved by mediation shall be decided by binding arbitration which, unless the parties mutually agree otherwise, shall be conducted at the Southfield, Michigan, offices of the American Arbitration Association before a panel of three (3) arbitrators in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association currently in effect. Demand for arbitration shall be filed in writing with the other party to this Agreement and with the American Arbitration Association. A demand for arbitration shall be made within a reasonable time after the claim, dispute, or other matter in question has arisen. In no event shall the demand for arbitration be made more than one (1) year after the matter on which such demand is based first arose, or after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter is question would be barred by the applicable statute of limitations whichever is less. No claim or defense by CLIENT against PEA predicated on an allegation of professional negligence by PEA may be asserted unless accompanied by a written opinion by a duly licensed expert in PEA's field of expertise setting forth such expert's opinion that, considering all of the facts and circumstances evaluated by such expert, the acts or omissions of PEA materially deviated from the applicable industry standard of care. Such a written opinion shall be a condition precedent to filing or otherwise asserting any claim or defense predicated on professional negligence, and CLIENT's failure to include such an opinion with any such claim or defense shall entitle PEA to an immediate summary dismissal with prejudice of such claim or defense for failure to state a claim or defense upon which relief may be granted.

No arbitration arising out of or relating to the Project shall include, by consolidation or joinder or in any other manner, PEA, PEA's employees or consultants, except by written consent containing specific reference to the Agreement and signed by PEA, the CLIENT, the contractor and any other person or entity sought to be joined. No arbitration shall include, by consolidation or joinder or in any other manner, parties other than the CLIENT, contractor and other persons substantially involved in a common question of fact or law whose presence is required if complete relief is to be accorded in arbitration. No person or entity other than the CLIENT or the contractor shall be included as an original third party or additional third party to an arbitration whose interest or responsibility is insubstantial. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of a claim not described therein or with a person or entity not named or described therein. The foregoing Agreement to arbitrate and other agreement to arbitrate with an additional person or entity duly consented to by parties to the Agreement shall be specifically enforceable under applicable law in any court having jurisdiction thereof.

The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

Expense of Litigation – If litigation or arbitration related to the services performed is initiated against PEA by the CLIENT, its contractors, or subcontractors, and such proceeding concludes with the entry of a judgment or award favorable to PEA, the CLIENT shall reimburse PEA its reasonable attorney's fees, reasonable experts' fees, and other expenses related to the proceeding. Such expenses shall include the cost, determined by PEA's normal hourly billing rates, of the time devoted to the proceedings by PEA's employees.

ARTICLE XIV – SUSPENSION OF WORK. The CLIENT may suspend services performed by PEA with cause upon 7 days written notice. PEA shall submit an invoice for services up to the effective date of the work suspension and the CLIENT shall pay PEA all outstanding invoices within 14 days. If the work suspension exceeds 30 days from the effective work suspension date, PEA shall be entitled to renegotiate the Project schedule and the compensation terms for the Project.

ARTICLE XV – TERMINATION. The obligation to provide further services under this Agreement may be terminated by either party upon 7-calendar day's written notice. Upon receipt of notice of termination from CLIENT, PEA shall immediately cease work and take all reasonable steps to minimize costs relating to termination. In the event of any termination, PEA will be paid for all services rendered to the date of termination, all expenses subject to reimbursement hereunder and other reasonable expenses incurred by PEA as a result of such termination. In the event PEA's compensation under this Agreement is a Fixed Fee/Lump Sum, upon such termination the amount payable to PEA for services rendered will be determined using a proportional amount of the total fee based on a ratio of the amount of the work done, as reasonably determined by PEA, the total amount of work which was to have been performed, less prior partial payments, if any, which have been made.

ARTICLE XVI – SUCCESSOR, ASSIGNS. This Agreement shall be binding upon the parties and their respective successors and assigns. Neither party shall assign its interest in this Agreement without the prior written consent of the other.

PEA shall not be required to sign any documents, no matter by whom requested, that would result in PEA's having to certify, guarantee or warrant the existence of conditions whose existence that PEA cannot ascertain. CLIENT agrees not to make resolution of any dispute with PEA or payment of any amount due to the PEA in any way contingent upon PEA's signing any such certification.

ARTICLE XVII – SEVERABILITY. Any provision of these terms later held to violate any law shall be deemed void and all remaining provisions shall continue in force. In such event, the CLIENT and PEA will work in good faith to replace an invalid provision with one that is valid and as close to the original meaning as possible.

ARTICLE XVIII – APPLICABLE LAW. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan and the parties consent to exclusive jurisdiction of all disputes hereunder in the State of Michigan.

ARTICLE XIX – ENTIRE AGREEMENT. CLIENT, by signing the attached Proposal, acknowledges that this Agreement has been read, understands it and agrees to be bound by its terms. The terms and conditions of this Agreement, together with the PEA Proposal (including attachments thereto) and any applicable Addendum, constitute the entire Agreement between the parties and supersede all prior oral or written representations, understandings and agreements. The CLIENT is expressly prohibited during the term of, and for one year following the expiration or termination of this Agreement, and it will be considered a material breach of this Agreement, to solicit for the purposes of employment an employee of PEA without the prior written consent of PEA. The parties agree that any purchase orders, work orders, acknowledgments, form agreements or other similar documents delivered to PEA shall be null, void and without legal effect to the extent that they conflict with the terms of this Agreement. This Agreement may be amended or modified only by a written instrument signed by both parties. Each person signing the Proposal represents that he or she has full legal authority to bind the parties to the terms and conditions contained in this Agreement.

Charter Township of Van Buren

Agenda Item 5

REQUEST FOR BOARD ACTION

WORK STUDY: FEBRUARY 18, 2020
BOARD DATE: FEBRUARY 18, 2020

New Business

Unfinished Business

Public Hearing

Consent Agenda

ITEM (SUBJECT)

Consider approval of PEA Inc., professional services for the segment of the Iron Belle Trail through the east end of Van Buren Township and have the Supervisor and Clerk execute the agreement.

DEPARTMENT

Parks and Recreation

PRESENTER

Director Jennifer Wright Parks and Recreation

PHONE NUMBER

734-699-8921

INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)

Agenda topic

ACTION REQUESTED

Consider approval of PEA Inc., professional services for the segment of the Iron Belle Trail through the east end of Van Buren Township and have the Supervisor and Clerk execute the agreement.

BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)

With the continued funding Van Buren Township is receiving from the State of Michigan Department of Natural Resources second mini-grant program of \$50,000, we would like to continue to work with PEA Inc.

This particular contract is for the east end of Van Buren Township. PEA Inc, has identified a segment of pathway noted as section "J" in the Van Buren Township Iron Belle Trail phasing map. This segment includes a rail crossing and is critical to the success of the overall route at the east end of the Township and should be prioritized for further advancement of the overall route. The project area is the south side of Huron River Dr. between Edison Lake Road and Haggerty Road.

PEA Inc, will assist the Township in developing preliminary plans, topographic survey, obtain rail crossing permit, construction drawings and meetings.

BUDGET IMPLICATION In-kind staff services as a grant match

IMPLEMENTATION NEXT STEP

PEA proposes to begin work on this project upon notice

DEPARTMENT RECOMMENDATION Approved

COMMITTEE/COMMISSION RECOMMENDATION Recommended at the Feb 11 Recreation Committee

ATTORNEY RECOMMENDATION

(May be subject to Attorney/Client Privilege and not available under FOIA)

ADDITIONAL REMARKS

APPROVAL OF SUPERVISOR





Civil Engineers | Land Surveyors | Landscape Architects

experienced · responsive · passion for quality

Branch Office: 7927 Nemco Way, Suite 115 • Brighton, MI 48116
t 517.546.8583 • f 517.546.8973 • www.peainc.com

November 15, 2019
PEA Proposal No: PR19-799

via email: JAWright@vanburen-mi.org

Ms. Jennifer Wright
Director of Parks and Recreation
Van Buren Township
46425 Tyler Road
Van Buren Township, MI 48111

**RE: Iron-Belle Trail- Section J
Proposal for Professional Services
Van Buren Township, Wayne County, Michigan**

Dear Ms. Wright:

PEA, Inc. is pleased to provide this proposal for professional services for a segment of the Iron Belle Trail through Van Buren Township.

Project Description

It is our understanding that Van Buren Township has received funding from the Michigan Department of Natural Resources (MDNR) through a mini-grant application that PEA assisted the Township with in 2019. The grant request was to advance the Iron Belle Trail design effort in the Township by further developing engineering and permitting plans for an area of the pathway at the east end of the Township. PEA has identified a segment of pathway noted as section J in the Van Buren Iron Belle Trail phasing map. This segment includes a rail crossing and is critical to the success of the overall route at the east end of the Township and should be prioritized for further advancement of the overall route. The project area is the south side of Huron River Drive between Edison Lake Road and Haggerty Road. PEA will assist the Township in developing plans for this segment as outlined below.

Scope of Services

A. Topographic Survey

In order to prepare an accurate set of plans for this project, it will be necessary to prepare an accurate survey of the existing conditions of the project area. This will include the following:

- Prepare a topographical survey of a 50' wide corridor along the project area extending from Edison Lake Road to the Haggerty Road on the south side of Huron River Drive.
- Locate the R.O.W. of Huron River Drive.
- Locate any and all existing utilities visible from the surface and as indicated on records provided by the various applicable utility companies and agencies.
- Depict easements indicated in the Client provided title work.

B. Design Development Documents

PEA will develop a detailed design of the proposed pathway alignment. This will include a detailed grading plan beyond what was proposed on the preliminary engineering plans previously prepared by PEA. The intent of this phase is to develop plans sufficient for permitting.

C. Rail Crossing Permit

PEA will assist the Township preparing a permit application for the proposed rail crossing. PEA will complete the required plans/exhibits and application and submit the railroad for approval. PEA will make revisions to the plans as requested during the review process.

Permit Fees Paid By Township:

\$500 Railroad – Non-refundable Crossing Application Fee

\$10,000-\$15,000 Railroad Preliminary Engineering Review Fee (Concept thru final Review)

D. Construction Drawings

PEA will prepare detailed engineering Construction Drawings of the project area. PEA will provide the following plan sheets:

- Site Layout Plan
- Grading Plan and Drainage Plan
- Soil Erosion and Sedimentation Control Plan
- Rail Crossing Details

The construction documents for this area will be developed to 90%. Final bid documents and specifications are not included in the scope of work.

E. Meetings

PEA will attend meetings as required throughout the project. Since the exact number of meetings cannot be determined at this time, a budgetary estimate has been provided.

Fee Schedule

PEA will complete the above outlined professional services per the fees listed below. If the scope of services changes and it appears that additional work will be needed to complete a new task, PEA will advise the Client as to the anticipated fees necessary to complete the new task.

Phase II

Task A: Topographic Survey	\$ 9,000.00	lump sum
Task B: Design Development Documents	\$ 4,500.00	lump sum
Task C: Rail Crossing Permit	\$ 3,500.00	lump sum
Task D: Construction Drawings	\$14,500.00	lump sum
Task E: Meetings	\$ 2,500.00	hourly estimate
Total Fee	\$34,000.00	

Reimbursable expenses such as the cost of printing, postage, permit application fees, reproduction and overnight mail service are not included in the above fee estimate and will be added separately on each invoice.

Assumptions and Understandings

Unless otherwise indicated in the proposal above, the following assumptions and understandings apply to this project:

- The work in this proposal is limited to the specific area noted in this proposal.
- Public Meetings are not included in this proposal.
- Services related to pedestrian traffic lights are not included in this proposal.
- The Township is responsible for all permit application fees.
- Services related to bidding and permitting other than the rail crossing permit noted above, are not included.
- All work shall be performed in accordance with the standard terms and conditions indicated on the attached *Exhibit "A" (Hourly Rate Schedule and Standard Agreement for Professional Services)*.

We thank you for the opportunity to submit this proposal. When signing this proposal, Van Buren Township understands and accepts the fact that payment for services rendered is due within 30 days of the date of our invoice. Van Buren Township agrees that payments to PEA are not subject to local or state agency approvals, permit acquisitions, third party agreements, project financing, or closings.

If this proposal is acceptable to you, please sign below and return one copy.

Sincerely,

PEA, Inc.



Jeffrey T. Smith, PLA, ASLA
Director of Landscape Architecture

Attachment: Exhibit "A"

Van Buren Township

Signatory is responsible for payment

By:

Printed _____

Name: _____

Title: _____

Dated: _____

Email: _____

Phone: _____



EXHIBIT "A"

HOURLY RATE SCHEDULE FOR PROFESSIONAL SERVICES
 (Hourly Rate Schedule is subject to annual increases)

3 PERSON SURVEY CREW.....	\$210.00	SENIOR PROJECT MANAGER.....	\$160.00
2 PERSON SURVEY CREW.....	168.00	PROJECT MANAGER.....	148.00
1 PERSON SURVEY CREW.....	130.00	PROJECT COORDINATOR.....	120.00-140.00
SENIOR LANDSCAPE ARCHITECT.....	120.00	SENIOR PROJECT SURVEYOR/ENGINEER.....	135.00
LANDSCAPE ARCHITECT.....	110.00	PROJECT SURVEYOR/ENGINEER.....	128.00
LANDSCAPE DESIGNER IV.....	105.00	SENIOR STAFF SURVEYOR/ENGINEER.....	113.00
LANDSCAPE DESIGNER III.....	100.00	PROJECT DESIGNER II.....	130.00
LANDSCAPE DESIGNER II.....	85.00	PROJECT DESIGNER I.....	105.00
LANDSCAPE DESIGNER I.....	75.00	STAFF ENGINEER III.....	108.00
PROFESSIONAL WETLAND SCIENTIST.....	140.00	STAFF ENGINEER II.....	105.00
SURVEY/ENGINEERING TECHNICIAN.IV.....	105.00	STAFF ENGINEER I.....	98.00
SURVEY/ENGINEERING TECHNICIAN III.....	95.00	STAFF SURVEYOR III.....	105.00
SURVEY/ENGINEERING TECHNICIAN II.....	90.00	STAFF SURVEYOR II.....	98.00
SURVEY/ENGINEERING TECHNICIAN I.....	80.00	STAFF SURVEYOR I.....	95.00
CAD TECHNICIAN III.....	90.00	CONSTRUCTION OBSERVER.....	70.00-98.00
CAD TECHNICIAN II.....	85.00	ADMINISTRATIVE SERVICES.....	60.00
CAD TECHNICIAN I.....	80.00	FIELD TECHNICIAN.....	60.00-98.00

Troxler Nuclear Density Meter \$50/day + Operator's Time

Expert Testimony and/or Depositions 50% added to Hourly Rate Schedule

This Hourly Rate Schedule represents standard rates for the hours between 7:00 am and 6:00 pm daily, Monday through Friday.

Premium rates (one and one-half times the standard rate) may be charged for over eight (8) hours in a day, time on weekends and/or Holidays.

REIMBURSABLE EXPENSES

The following expenses, when incurred in direct connection with the Project, will be charged at the rate shown:

Transportation, lodging and subsistence for out-of-town travel.....	Cost + 10% Administration Fees
Photographs, shipping and express delivery charges, and Project related purchases.....	Cost + 10% Administration Fees
Vehicle Mileage from PEA offices, exceeding a 30-mile radius will be charged at.....	\$0.70 per Mile
Obtain Subcontractors/Subconsultants to perform specialty work.....	Consultant Fee + 15% Administration
Fees Printing and reproduction.....	PEA Cost
Application Fees.....	Cost + 10% Administration Fees

STANDARD AGREEMENT FOR PROFESSIONAL SERVICES

ARTICLE I – AGREEMENT. This Agreement between the parties identified herein consists of the terms in the "Standard Agreement for Professional Services", the Hourly Rate Schedule and the Proposal. PEA refers to Professional Engineering Associates, Inc., which includes all Departments of PEA. CLIENT refers to person or entity with which PEA has contracted to perform professional services. Project refers to the scope of services outlined in the Proposal. PEA agrees not to begin work until the Proposal is executed by both parties.

ARTICLE II – SCOPE OF SERVICES. PEA's professional services under this Agreement extend only to those services specifically described in the Proposal. Other services will be considered as Additional Services. Should changes be made in the plan or phasing or implementation of the plan following initiation of the effort included within the scope of work, the CLIENT accepts that the extra effort and expenses necessary due to these changes will be treated as Additional Services. If upon the request of the CLIENT, PEA agrees to perform Additional Services, then CLIENT agrees to pay PEA for the performance of such Additional Services in accordance with the Hourly Rate Schedule. PEA will not accrue fees for Additional Services with without further authorization from the Client. All meetings and/or site visits requested beyond the maximum number indicated in the Scope-of-Work shall be billed on a Time and Material basis as Additional Services based on the Hourly Rate Schedule for Professional Services.

PEA may incorporate "Performance Specifications" as a component of Construction Documents. Performance Specifications rely upon a statement of systems, equipment and/or materials to be incorporated into the project in terms of required results, without mandating specific means for achieving the required results. Performance Specifications establish minimum standards which must be met by defining the functional requirements, the operating conditions and/or environment in which it must operate and/or related matters such as general standards which must be satisfied, warranty requirements, etc. Where performance specifications are used, they will be identified as such.

Where Performance Specifications are used, the Contractor, Subcontractors, Manufacturer and/or Supplier of the materials or equipment to be furnished assume design responsibility and liability for the applicable systems, equipment or materials. The Contractor, their Subcontractors, and others who actually manufacture and supply the items will be the sole parties liable to the CLIENT for loss or damage caused by defective or deficient design, manufacture or performance. PEA's shop drawing review is strictly to determine that manufacturers and suppliers have referenced the appropriate operating conditions and environment.

If PEA's services are delayed or suspended in whole or in part by CLIENT, act of God or other reason beyond PEA's control, or if PEA's services are extended by Contractor's actions or inactions for more than 90 days through no fault of PEA, PEA shall be entitled to equitable adjustment of rates and amounts of compensation and extension of deadline provided for elsewhere in this Agreement to reflect reasonable costs incurred by PEA in connection with, among other things, such delay or suspension and reactivation.

ARTICLE III – CONFIDENTIALITY. PEA shall maintain as confidential such information obtained from CLIENT or developed as part of the Services as CLIENT expressly designates in writing as confidential. This obligation shall not apply to information which is or comes into the public domain or which PEA is required to disclose by law or order of a court, administrative agency or other legal authority. Unless otherwise agreed, PEA may use and publish CLIENT'S name and a general description of the Services in describing PEA's experience to other CLIENTS or potential CLIENTS.

ARTICLE IV – STANDARD OF CARE. PEA shall perform or furnish professional engineering and related services as outlined in the Proposal for all phases of the Project to which this Agreement applies. PEA may employ Consultants, as PEA deems necessary to assist in the performance or furnishing of the services. PEA will assist the CLIENT in preparing applications and supporting documents for the CLIENT to secure permits and approvals from agencies having jurisdiction over the Project. The CLIENT agrees to pay all application and review fees. PEA shall perform the Services with the care and skill ordinarily exercised by members of PEA's profession practicing in the same locality under similar conditions. PEA makes no other warranty or guarantee, express or implied, in connection with this Agreement, the performance of the services or in any report, opinion or other document developed as part of the Services.

PEA and CLIENT shall comply with applicable Laws or Regulations. This Agreement is based on these requirements as of the Proposal date. Changes to these requirements after the Proposal date of this Agreement may be the basis for modifications to CLIENT'S responsibilities or to PEA's scope of services, times of performance, or compensation.

Information Provided by Others: Where PEA indicates to the CLIENT the information needed for rendering of services hereunder, the CLIENT shall provide PEA such information as is available to the CLIENT and the CLIENT'S Consultants and Contractors, and PEA shall be entitled to rely upon the accuracy and completeness thereof. The CLIENT recognizes that it is impossible for PEA to assure the accuracy, completeness and sufficiency of such information including aerial surveys, either because it is impossible to verify, or because of errors or omissions which may have occurred in assembling the information the CLIENT is providing. Accordingly, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold PEA harmless from any claim, liability or cost (including reasonable attorneys' fees and costs of defense) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the CLIENT or its agents or contractors to the PEA.

In consideration of the benefits to the CLIENT of employing the "fast track process" (in which some of PEA's design services overlap the construction work and are out of sequence with the traditional project delivery method), and in recognition of the inherent risks of fast tracking to PEA, the CLIENT agrees to waive all claims against PEA for design changes and modifications of portions of the work already constructed due to the CLIENT'S decision to employ the "fast track process".

CLIENT shall be responsible for, and PEA may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by CLIENT to PEA pursuant to this Agreement.

ARTICLE V – SITE ACCESS, SUBSURFACE HAZARDS AND SITE DATA. CLIENT shall provide PEA with lawful access to the site(s) where the services are to be performed. CLIENT shall defend PEA from any challenge to such right-of-entry and shall indemnify and hold PEA harmless from any claims of trespass which may occur and all costs and attorneys' fees incurred by PEA as a result of any such claim. PEA will take reasonable measures to minimize damage to the site and disruption resulting from operations thereon; however, CLIENT acknowledges that certain procedures may cause some damage to land or disruption (i.e., soil borings, test pits, surveying, etc.), the correction of which shall not be PEA's responsibility unless otherwise agreed to by the parties. CLIENT shall supply PEA with information available in CLIENT'S file on the existence and location of underground utilities, structures and other hazards, including hazardous wastes or hazardous substances, at any site where the services are to be performed. PEA shall be entitled to rely on the accuracy and completeness of information furnished by others (including location of underground utilities and data on subsurface conditions) and will not conduct independent evaluation thereof unless specified in the scope of services. PEA shall not be liable for damage to underground utilities or structures not disclosed in writing to PEA.

In accepting this Agreement for consulting services, it is acknowledged by both parties that PEA's scope of services does not include any services related to a Hazardous Environmental Condition. In the event PEA or any other party encounters a Hazardous Environmental Condition, PEA may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the Project affected thereby until CLIENT: (i) retains appropriate specialist consultant(s) or contractor(s) to identify and, as appropriate, abate, remediate, or remove the Hazardous Environmental Condition; and (ii) warrants that the site is in full compliance with applicable Laws and Regulations.

ARTICLE VI – BILLING, PAYMENTS AND COLLECTION. Unless otherwise agreed, CLIENT shall pay for the Services in accordance with PEA's Proposal and this Agreement.

Retainage – Should the client be required to make an initial payment (Retainer) as indicated in the Proposal this retainer shall be held by PEA and applied against the final invoice. PEA reserves the right to apply the retainer to invoices that are past due upon which occurrence the CLIENT agrees to reinstate the retainer prior to PEA resuming work.

Invoicing – Progress invoices will be submitted to the CLIENT approximately once a month and a final bill will be submitted upon completion of the services. Invoices shall be considered PAST DUE if not paid within 30 calendar days of the invoice date. CLIENT agrees that the periodic billing from PEA to CLIENT are correct, conclusive, binding on CLIENT and due and payable in full unless CLIENT, within 10 calendar days from the date of receipt of such billing, notifies PEA in writing of alleged inaccuracies, discrepancies, or errors in billing. Any portion of the invoice not included in the notification shall be paid within 30 days of receipt of the invoice. It is agreed that all invoices 30 days past due cannot be contested. Payments shall also be received directly from the CLIENT with no delay due to any third party agreements.

Late Fees – If payment is not received by PEA within 30 calendar days of the invoice date, the CLIENT shall pay interest on the PAST DUE amount at the rate of 18% per annum (for business entities) or 7% per annum (for individuals), as the case may be. Payment thereafter shall first be applied to costs of collection, then to interest and then to the unpaid contract amount.

Collection Costs – CLIENT shall pay to PEA all costs of collection (including the costs and fees of both in-house and outside counsel), whether or not an action or other proceeding is commenced. In the event legal action is necessary to enforce the payment provisions of this Agreement, PEA shall be entitled to collect from the CLIENT any judgment or settlement sums due, reasonable attorney's fees, court costs and expenses incurred by PEA in connection therewith and, in addition, the reasonable value of PEA's time, consultant's fees, and expenses spent in connection with such collection action, computed at PEA's prevailing Hourly Rate Schedule and expense policies.

Suspension of Services – If the CLIENT fails to make payment when due or otherwise is in breach of this Agreement, then PEA may, in addition to its other rights and remedies hereunder and under applicable law, terminate or suspend performance of services upon 7 calendar days' notice to the CLIENT. PEA shall have no liability whatsoever to the CLIENT for any costs or damages as a result of such suspension caused by any breach of this Agreement by the CLIENT. Failure to make payment within 60 days of invoice date shall constitute a release of PEA from any and all claims which CLIENT may have, whether in tort, contract or otherwise, and whether known or unknown at the time.

Lien Rights – PEA hereby notifies CLIENT that it intends to utilize all available lien rights it may have in connection with its provision of services under this Agreement. In order to perfect any construction lien in favor of PEA, CLIENT agrees to provide, if applicable, any Notice of Commencement, or any other notice required by the Michigan Construction Lien Act, MCL 570.00 et seq. The CLIENT agrees that the services by PEA are considered property improvements and the CLIENT waives the right to any legal defense to the contrary.

ARTICLE VII – LIMITATION OF LIABILITY. It is expressly agreed that the CLIENT's maximum recovery against PEA relating to the professional services performed hereunder, whether in contract, tort, or otherwise, is the amount of PEA's fee and that an award of damages not to exceed such fee is CLIENT's sole and exclusive remedy against PEA. Under no circumstance shall PEA be liable for client's loss of profit, delay damages, or for any special, incidental, or consequential loss or damage of any nature arising at any time or from any cause whatsoever. Where PEA's fee exceeds \$250,000 CLIENT's maximum recovery against PEA will not exceed \$250,000.

ARTICLE VIII – INDEMNIFICATION. Subject to Article VII above, PEA shall indemnify and hold harmless CLIENT, CLIENT'S officers, directors, partners, employees, consultants and its agents from and against any and all costs, losses, and damages (including but not limited to all actual and reasonable fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of PEA or PEA'S officers, directors, partners, employees, consultants, contractors or agents, in the performance and furnishing of PEA'S services under this Agreement.

To the fullest extent permitted by law, CLIENT shall indemnify and hold harmless PEA, PEA'S officers, directors, partners, employees, consultants and its agents, from and against any and all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of CLIENT or CLIENT'S officers, directors, partners, employees, consultants, contractors or agents, with respect to this Agreement or the Project.

To the fullest extent permitted by law, PEA's total liability to CLIENT and anyone claiming by, through, or under CLIENT for any cost, loss, or damages caused in part by the negligence of PEA and in part by the negligence of CLIENT or any other negligent entity or individual, shall not exceed the percentage share that PEA's negligence bears to the total negligence of CLIENT, PEA, and all other negligent entities and individuals.

In addition to the indemnity provided in this Agreement, and to the fullest extent permitted by law, CLIENT shall indemnify and hold harmless PEA and its officers, directors, partners, employees, consultants and its agents, from and against all costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) caused by, arising out of or resulting from a Hazardous Environmental Condition, provided any such cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than completed Work), including the loss of use resulting therefrom.

ARTICLE IX – WORKSITE SAFETY / PEA SITE VISITS. PEA will comply with CLIENT'S reasonable rules and regulations governing PEA's activities on CLIENT'S premises to the extent that the same are provided to PEA prior to the start of the Services. PEA will be responsible only for the on-site activities of its employees.

If the Services include site visits, for example, to monitor construction activities for compliance with plans and specifications, the parties agree that PEA shall assume no responsibility or authority for supervision or control over any Contractor's work or worksite safety, shall have no right to stop the work and shall have no responsibility or authority for the means, methods, techniques, sequencing or procedures of construction. The CLIENT agrees that the General Contractor is solely responsible for jobsite safety, and warrants that this intent shall be made evident in the CLIENT'S agreement with the General Contractor. The CLIENT also agrees that the CLIENT, PEA and consultants shall be indemnified and shall be listed as additional insureds under the General Contractor's General Liability Insurance Policy.

PEA shall not be responsible for the acts or omissions of any Contractor(s), Subcontractor or Supplier, or of any of the Contractor's agents or employees or any other persons (except PEA's own employees) at the Site or otherwise furnishing or performing any of the Contractor's work; or for any decision made on interpretations or clarifications of the Contract Documents given by CLIENT without consultation and advice of PEA. PEA neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the work in accordance with the Contract Documents.

ARTICLE X – CONSTRUCTION PHASE SERVICES.

Should CLIENT provide Construction Phase services with either CLIENT'S representatives or a third party, PEA's basic services under this Agreement will be considered to be completed upon completion of the Final Design Phase or Bidding or Negotiating Phase as outlined in the attached Proposal.

Under these conditions it is understood and agreed that PEA's basic services under this Agreement do not include project observation, or review of the Contractor's performance, or any other Construction Phase services, and that such services will be provided by CLIENT. CLIENT assumes all responsibility for interpretation of the Contract Documents and for construction observation or review and waives any claims against PEA that may be in any way connected thereto.

Should the CLIENT or CLIENT'S representative encounter a conflict during construction between plans and specifications or field inspection, either among themselves or with the requirements of any and all reviewing and permit-issuing agencies, CLIENT shall seek clarification in writing from PEA before commencement of construction. Failure to do so shall relieve PEA from any and all liability resulting in this matter.

ARTICLE XI – REUSE OR ALTERATION OF DOCUMENTS. Documents prepared by PEA are instruments of its services and PEA retains all common law, statutory and other reserved rights, including copyright. Subject to the timely payment and performance by CLIENT of its obligations hereunder, PEA grants to CLIENT a limited license to use such document in connection with the Project.

Reuse of Documents: All documents, including but not limited to the calculations, drawings, and specifications prepared by PEA pursuant to this Agreement, whether in hard copy or machine readable form, are related exclusively to the Projects described herein. No documents prepared by PEA pursuant to this Agreement are intended or represented to be suitable for use by the CLIENT or others on extensions of this current Project, or for reuse in any other location.

Further, in the event that PEA's services under this Agreement are terminated for any reason prior to completion of the services described herein, then PEA shall not be responsible for any incomplete documents. Any continued use of PEA's documents on this Project, whether in hard copy or machine readable form, or any use on any other location, with or without any changes or adaptations, made after termination of PEA prior to completion of PEA's services according to this Agreement will be at the CLIENT'S sole risk and without liability or legal recourse to PEA; and the CLIENT shall indemnify and hold PEA harmless from all claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting therefrom.

The CLIENT recognizes that changes or modifications to PEA's instruments of professional service introduced by anyone other than PEA may result in adverse consequences that PEA can neither predict nor control. Therefore, in consideration of PEA's Agreement to deliver its instruments of professional service in machine-readable form, the CLIENT agrees, to the fullest extent permitted by law, to hold harmless and indemnify PEA from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising out of or in any way connected in the modification, misinterpretation, misuse, or reuse by other of the machine readable information and data provided by PEA under this Agreement. The foregoing indemnification applies to any use of the Project documentation on other projects, for additions to this Project, or for completion of this Project by others, excepting only such use as may be authorized, in writing, by PEA.

Ownership and the right to exclusive possession of all documents, including but not limited to reports, letters, applications, drawings, and specifications, prepared by PEA pursuant to this Agreement whether in hard copy or machine readable form, belong to PEA until payment has been made in full by CLIENT pursuant to either the Fixed Fee Agreement or the Hourly Rate Agreement, as invoiced by PEA to CLIENT.

Photographs of any completed Project embodying the services of PEA provided hereunder may be considered as its property, and may be used in publications, marketing materials, and other literature prepared by or on behalf of PEA.

ARTICLE XII – PROGRESSION OF WORK. Neither CLIENT nor PEA shall be liable for any fault or delay caused by any contingency beyond its control including, but not limited to, acts of God, wars, strikes, walkouts, fires, natural calamities, work performed out of sequence or demands or requirements of governmental agencies.

ARTICLE XIII – DISPUTE RESOLUTION – for Professional Liability

Mediation – Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to arbitration or the institution of legal or equitable proceedings by either party. If such matter relates to or is the subject of a lien arising out of PEA's services, PEA may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by arbitration.

PEA and CLIENT shall endeavor to resolve claims, disputes and other matters in question between them by mediation which, unless the parties mutually agree otherwise, shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect. Request for mediation shall be made by a written notice to the other party to this Agreement and to the American Arbitration Association. The request may be made concurrently with the filing of a demand for arbitration but, in such event, mediation shall proceed in advance of arbitrations or legal or equitable proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order.

The parties agree to split the mediator's fee and any filing fees equally. The mediation shall be held in a place where the Project is located, unless other location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

Arbitration – Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to arbitration. Prior to arbitration, the parties shall endeavor to resolve disputes by mediation.

Any claim, dispute and other matters in question between the parties that are not resolved by mediation shall be decided by binding arbitration which, unless the parties mutually agree otherwise, shall be conducted at the Southfield, Michigan, offices of the American Arbitration Association before a panel of three (3) arbitrators in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association currently in effect. Demand for arbitration shall be filed in writing with the other party to this Agreement and with the American Arbitration Association. A demand for arbitration shall be made within a reasonable time after the claim, dispute, or other matter in question has arisen. In no event shall the demand for arbitration be made more than one (1) year after the matter on which such demand is based first arose, or after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter is question would be barred by the applicable statute of limitations whichever is less. No claim or defense by CLIENT against PEA predicated on an allegation of professional negligence by PEA may be asserted unless accompanied by a written opinion by a duly licensed expert in PEA's field of expertise setting forth such expert's opinion that, considering all of the facts and circumstances evaluated by such expert, the acts or omissions of PEA materially deviated from the applicable industry standard of care. Such a written opinion shall be a condition precedent to filing or otherwise asserting any claim or defense predicated on professional negligence, and CLIENT's failure to include such an opinion with any such claim or defense shall entitle PEA to an immediate summary dismissal with prejudice of such claim or defense for failure to state a claim or defense upon which relief may be granted.

No arbitration arising out of or relating to the Project shall include, by consolidation or joinder or in any other manner, PEA, PEA's employees or consultants, except by written consent containing specific reference to the Agreement and signed by PEA, the CLIENT, the contractor and any other person or entity sought to be joined. No arbitration shall include, by consolidation or joinder or in any other manner, parties other than the CLIENT, contractor and other persons substantially involved in a common question of fact or law whose presence is required if complete relief is to be accorded in arbitration. No person or entity other than the CLIENT or the contractor shall be included as an original third party or additional third party to an arbitration whose interest or responsibility is insubstantial. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of a claim not described therein or with a person or entity not named or described therein. The foregoing Agreement to arbitrate and other agreement to arbitrate with an additional person or entity duly consented to by parties to the Agreement shall be specifically enforceable under applicable law in any court having jurisdiction thereof.

The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

Expense of Litigation – If litigation or arbitration related to the services performed is initiated against PEA by the CLIENT, its contractors, or subcontractors, and such proceeding concludes with the entry of a judgment or award favorable to PEA, the CLIENT shall reimburse PEA its reasonable attorney's fees, reasonable experts' fees, and other expenses related to the proceeding. Such expenses shall include the cost, determined by PEA's normal hourly billing rates, of the time devoted to the proceedings by PEA's employees.

ARTICLE XIV – SUSPENSION OF WORK. The CLIENT may suspend services performed by PEA with cause upon 7 days written notice. PEA shall submit an invoice for services up to the effective date of the work suspension and the CLIENT shall pay PEA all outstanding invoices within 14 days. If the work suspension exceeds 30 days from the effective work suspension date, PEA shall be entitled to renegotiate the Project schedule and the compensation terms for the Project.

ARTICLE XV – TERMINATION. The obligation to provide further services under this Agreement may be terminated by either party upon 7-calendar day's written notice. Upon receipt of notice of termination from CLIENT, PEA shall immediately cease work and take all reasonable steps to minimize costs relating to termination. In the event of any termination, PEA will be paid for all services rendered to the date of termination, all expenses subject to reimbursement hereunder and other reasonable expenses incurred by PEA as a result of such termination. In the event PEA's compensation under this Agreement is a Fixed Fee/Lump Sum, upon such termination the amount payable to PEA for services rendered will be determined using a proportional amount of the total fee based on a ratio of the amount of the work done, as reasonably determined by PEA, the total amount of work which was to have been performed, less prior partial payments, if any, which have been made.

ARTICLE XVI – SUCCESSOR, ASSIGNS. This Agreement shall be binding upon the parties and their respective successors and assigns. Neither party shall assign its interest in this Agreement without the prior written consent of the other.

PEA shall not be required to sign any documents, no matter by whom requested, that would result in PEA's having to certify, guarantee or warrant the existence of conditions whose existence that PEA cannot ascertain. CLIENT agrees not to make resolution of any dispute with PEA or payment of any amount due to the PEA in any way contingent upon PEA's signing any such certification.

ARTICLE XVII – SEVERABILITY. Any provision of these terms later held to violate any law shall be deemed void and all remaining provisions shall continue in force. In such event, the CLIENT and PEA will work in good faith to replace an invalid provision with one that is valid and as close to the original meaning as possible.

ARTICLE XVIII – APPLICABLE LAW. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan and the parties consent to exclusive jurisdiction of all disputes hereunder in the State of Michigan.

ARTICLE XIX – ENTIRE AGREEMENT. CLIENT, by signing the attached Proposal, acknowledges that this Agreement has been read, understands it and agrees to be bound by its terms. The terms and conditions of this Agreement, together with the PEA Proposal (including attachments thereto) and any applicable Addendum, constitute the entire Agreement between the parties and supersede all prior oral or written representations, understandings and agreements. The CLIENT is expressly prohibited during the term of, and for one year following the expiration or termination of this Agreement, and it will be considered a material breach of this Agreement, to solicit for the purposes of employment an employee of PEA without the prior written consent of PEA. The parties agree that any purchase orders, work orders, acknowledgments, form agreements or other similar documents delivered to PEA shall be null, void and without legal effect to the extent that they conflict with the terms of this Agreement. This Agreement may be amended or modified only by a written instrument signed by both parties. Each person signing the Proposal represents that he or she has full legal authority to bind the parties to the terms and conditions contained in this Agreement.