

NORTHFIELD TOWNSHIP BOARD AGENDA

April 10, 2018 - 7:00 PM

8350 Main Street, 2nd Floor

CALL TO ORDER

INVOCATION/PLEDGE

ROLL CALL

CONSENT AGENDA: Minutes, Department Head Reports, Donations Report, Code Enforcement Report,
North Village Expenditure Report, Assessing Report

ADOPT BALANCE OF AGENDA

CALL TO THE PUBLIC

BOARD MEMBER COMMENTS

CORRESPONDENCE AND ANNOUNCEMENTS: Hamburg Twp. Master Plan Notification

REPORTS/UPDATES

- ZBA Report +
- Planning Commission Report
- Parks and Rec Report +
- Land Preservation Committee Report
- Financial/Treasurer's Report
- Fund Balance Report
- Supervisor's Report
- Manager's Report

AGENDA ITEMS

1. Civic Event Application: 4th of July Fireworks
2. Resolution 18-583: Road Closure for Fireworks
3. Request for pay increase for Hunter Lewis
4. MDOT request to waive fees
5. Proposal for Streetlight Replacement
6. Resolution 18-579: Preclusion of Board of Trustees members from participating in building and zoning meetings
7. Kiwanis Proposal for 75 Barker
8. Section 125 Premium Only Plan Document
 - a. HSA Participation Agreement (see pg. 26 of P.O.P. Document)
 - b. Resolution 18-584: Certificate of Resolution for the HSA Participation Agreement (see pg. 27 of P.O.P. Document)
9. Bills

2nd CALL TO THE PUBLIC

BOARD MEMBER COMMENTS

ADJOURNMENT

* Denotes previous backup; + denotes no backup in package

This notice is posted in compliance with PA 267 of 1976 as amended (Open Meetings Act) MCLA 41.72A (2) (3) and the Americans with Disabilities Act. (ADA) individuals with disabilities requiring auxiliary aids or services should contact the Northfield Township Office, (734-449-2880) seven days in advance.

NORTHFIELD TOWNSHIP
Township Board Special Meeting
Minutes
March 13, 2018

CALL TO ORDER

The meeting was called to order at 6:11 P.M. by Supervisor Chockley at 8350 Main Street.

INVOCATION/PLEDGE

Supervisor Chockley provided a brief invocation and led those present in the Pledge of Allegiance.

ROLL CALL

Marlene Chockley, Supervisor	Present
Kathleen Manley, Clerk	Present
Lenore Zelenock, Treasurer	Present
Tawn Beliger, Trustee	Present
Janet Chick, Trustee	Absent with notice
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present

Also present:

Township Attorney Bradford Maynes
Zoning Administrator Vidya Krishnan
Code Enforcement Office Genal Pratt
Recording Secretary Lisa Lemble
Members of the community

ADOPT AGENDA

- **Motion:** Chockley moved, Beliger supported, that the agenda be adopted with the change that the Board will be receiving "... *written* attorney-client privileged communication."
Motion carried 6—0 on a voice vote.

FIRST CALL TO THE PUBLIC

None present.

BOARD MEMBER COMMENTS

Dockett asked that the Board consider holding special meetings after regular sessions.

CORRESPONDENCE AND ANNOUNCEMENTS

None.

CLOSED SESSION

- **Motion:** Chockley moved, Beliger supported, that the Board go into closed session pursuant to MCL 15.265(8)(h) to receive a written attorney-client privileged communication.
Motion carried 6—0 on a roll call vote.
- **Motion:** Chockley moved, Otto supported, that the Board return to open session.
Motion carried 6—0 on a roll call vote.

ACTION AS A RESULT OF CLOSED SESSION

- **Motion:** Zelenock moved, Manley supported, that the Township Board direct the Planning Commission to consider potential rezoning to Light Industrial for the area along Whitmore Lake Road south of North Territorial up to and including Regal Recycling, and to make sure it is in compliance with the Master Plan.
Motion carried 6—0 on a roll call vote.

SECOND CALL TO THE PUBLIC

Marybeth Carlson, 444 E. Northfield Church Road, Casey Viegelahn, 561 E. Northfield Church Road, and Keith Kirchoff, 6140 Nollar Road described the severe problems being caused by the Road Commission's closure of Northfield Church due to a culvert problem and flooding.

BOARD MEMBER COMMENTS

In answer to a question, Aynes reported on his contacts with the Washtenaw County Road Commission about replacement of the culvert on Northfield Church Road. Beliger said this situation makes her angry in light of the taxes that are paid for roads. Dockett noted the Township has no control over County roads.

ADJOURNMENT

- **Motion:** Chockley moved, Beliger supported, that the meeting be adjourned.
Motion carried 6—0 on a voice vote.

The meeting adjourned at 7:27 P.M.

Submitted by Lisa Lemble. Corrections to the originally issued minutes are indicated as follows:
Wording removed is ~~stricken through~~; wording added is underlined.

Approved by the Township Board on _____, 2018.

Kathleen Manley, Clerk

NORTHFIELD TOWNSHIP

Township Board

Minutes

March 13, 2018

CALL TO ORDER

The meeting was called to order at 7:28 P.M. by Supervisor Chockley at 8350 Main Street.

PLEDGE

Supervisor Chockley led those present in the Pledge of Allegiance.

ROLL CALL

Marlene Chockley, Supervisor	Present
Kathleen Manley, Clerk	Present
Lenore Zelenock, Treasurer	Present
Tawn Beliger, Trustee	Present
Janet Chick, Trustee	Absent with notice
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present

Also present:

Public Safety Director William Wagner
Community Center Director Tammy Averill
Wastewater Treatment Plant Superintendent Dan Willis
Township Manager Steven Aynes
Township Attorney Paul Burns
Recording Secretary Lisa Lemble
Members of the community

ADOPT CONSENT AGENDA

Board members asked that minutes and the WWTP, Fire, and Police reports be pulled from the Consent Agenda for discussion.

- **Motion:** Chockley moved, Otto supported, that the remaining portion of the consent agenda be adopted as presented. **Motion carried 6—0 on a voice vote.**

ADOPT BALANCE OF AGENDA

- **Motion:** Chockley moved, Beliger supported, that the balance of the agenda be adopted as amended. **Motion carried 6—0 on a voice vote.**

FIRST CALL TO THE PUBLIC

George Brown, 7868 Shady Beach, and Andy Lakatos, 9249 Lakewood Drive provided information about the history of the inspections regarding the load bearing capabilities of the second floor of 75 Barker Road.

BOARD MEMBER COMMENTS

Board members referred to concerns brought to the Board during the special meeting earlier in the evening about the closure of Northfield Church Road due to failure of a culvert. They also discussed proposed State legislation for deployment of 5G service in the State without local control, how Northfield Township's change of use regulations and fees compare to Green Oak Township, zoning regulations that apply to the Public Safety Building, and the availability of grants available for playscapes.

CORRESPONDENCE AND ANNOUNCEMENTS

Board members announced Rep. Lasinski's next coffee hour and made comments about recent tree removals by the County.

REPORTS/UPDATES

Zoning Board of Appeals. Has not met.

Planning Commission. Chockley referred to Chick's emailed report.

Parks and Recreation. Beliger reported the committee will be meeting on Thursday and will be discussing the available grants for playscapes.

Land Preservation. Zelenock reported on topics the committee discussed on March 9th.

Financial/Treasurer. Zelenock reported on upcoming reinvestment of certificates of deposit and reviewed minor changes to the report.

Supervisor. Chockley reviewed her March 8th report including cost saving efforts she is working on and the need to develop a Capital Improvements Program (CIP).

Manager. Aynes reviewed his written report, covering topics including the LAWNET rental space buildout, hiring process for the front desk clerk, progress on the SAW (Stormwater, Asset Management, and Wastewater) grant, and plans for updating the Township's CIP. He and Chief Wagner provided information on status of the closed section of Nollar Road.

WWTP. Willis answered questions about a repair needed due to damage caused by MDOT during the US-23 construction and about high flows during intense rains.

Fire and Police. Wagner answered questions, and he and the Board discussed his continuing concerns related to alcohol problems at the annual Pond Hockey event.

**Northfield Township Board Meeting
Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
March 13, 2018**

Chockley called for a five minute break.

AGENDA ITEMS

1.

**Wastewater Treatment Plant
Request for Purchase and Installation
of two Return Sludge Pumps**

- **Motion:** Beliger moved, Manley supported, that the Township approve the purchase of two Sludge Pumps at a cost of \$34,370. This includes \$8,935 for each pump, and \$16,500 for installation.

In answer to questions, Willis said he got only one bid because the proposed contractor was the low bidder when the last pump of this kind was installed.

Motion carried 6—0 on a roll call vote.

2.

**Quote for Installation of Water Meter
at Public Safety Building**

- **Motion:** Chockley moved, Zelenock supported, that a water meter be installed at the Public Safety Building at a cost of \$1,925 for installation and \$1,065 for the meter, for a total of \$2,990.

The Board discussed whether the actual usage will turn out to be less than the 17 REUs currently being charged based on the building square footage. Wastewater Treatment Plant Superintendent Willis said 17 REUs seems excessive for the number of people in the building, and any building owner can pay to have a meter installed if they believe they are being charged too much.

Motion carried 5—1 on a voice vote, Dockett opposed.

3.

**Hiring of Paid On-Call Firefighter
Jeffrey Clinansmith**

- **Motion:** Chockley moved, Otto supported, that Jeffrey Clinansmith be hired as a Paid On-Call Firefighter Trainee contingent on passing a background check and physical. **Motion carried 6—0 on a voice vote.**

4.

**Downtown Development Agency (DDA)
Bylaw Amendments**

- **Motion:** Chockley moved, Manley supported, that the Board of Trustees approve the by-laws with the minor changes made by the Downtown Development Authority.

Chockley explained the main change is to provide a mechanism for removal of members in order to insure there is a quorum at meetings.

Motion carried 6—0 on a roll call vote.

5.

**Resolution 18-581:
2017/18 Budget Amendments #4**

- **Motion:** Chockley moved, Zelenock supported, that *A Resolution of the Township of Northfield, Washtenaw County, Michigan, Amending the 2018 Budget*, be adopted. **Motion carried 5—1 on a roll call vote, Dockett opposed. Resolution adopted.**

6.

Employee Handbook Revisions

The Board discussed revisions they would like made to the Township's Employee Handbook, including protections for the Township in addition to protections for employees and practical matters (e.g. how paychecks are now issued). It was agreed that within the next week Board members should send additional items to Aynes who will be working with labor attorney Stacy Belisle on the revisions.

- **Motion:** Chockley moved, Otto supported, to accept Ms. Belisle's proposal to revise the Northfield Township Employee Handbook as stated in her March 8, 2018, proposal at a cost of up to \$3,125. **Motion carried 5—1 on a voice vote, Dockett opposed.**

7.

Bills

In answer to a question, Aynes said billing for the Eight Mile Road bridge lights will be separate from other street lights and will be a separate budget line item. Dockett noted it cost \$360,026.76 to run the Township for February.

- **Motion:** Chockley moved, Otto supported, to adopt the bills. **Motion carried 6—0 on a voice vote.**

8.

Minutes

Several corrections were made to the February 13th and February 27th regular session minutes.

- **Motion:** Chockley moved, Beliger supported, that the February minutes be adopted as amended. **Motion carried 6—0 on a voice vote.**

Northfield Township Board Meeting
Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
March 13, 2018

DISCUSSION

1.

Options for Use of Second Floor Lease Income

Aynes referred to his March 6th memo regarding the anticipated income and expenses from the LAWNET lease, and he asked for direction from the Board about how the net funds should be used. He noted possibilities include splitting it among the Township, Fire, and Police departments, saving it for capital improvements and repairs to the building, paying down the bond on the building, increasing the fund balance, or as seed money to encourage economic development.

Chief Wagner noted that Police and Fire are paying two-thirds of the building's expenses, so he would like to make sure those departments benefit from the income. It was noted that until a decision is made the controller will create a separate line item in the budget for these funds.

2.

Preclusion from
Building and Planning/Zoning Meetings

- **Motion:** Chockley moved, Otto supported, to table the discussion on *Preclusion from Building and Planning/Zoning Meetings*.
Motion carried 6—0 on a voice vote.

3.

Start Time of Special Meetings

Alternatives to holding special meetings before the 7:00 P.M. start time of regular meetings were discussed. It

was agreed to continue holding special meetings before regular meetings.

SECOND CALL TO THE PUBLIC

George Brown, 7868 Shady Beach, and David Gordon, 5559 Hellner Road, made comments about registration being open for the 5K and 10K runs in July, and removal of hundreds of trees along roads by the Washtenaw County Road Commission.

BOARD MEMBER COMMENTS

Board members urged support of local businesses, suggested putting on the website the information that building owners can purchase water meters, recommended that tasks agreed upon at Board meetings be tracked, said the Township should relay to the Washtenaw County Road Commission that they should communicate better with the Township about things like the removal of trees along roads, and announced that the Kiwanis Community Easter Egg Hunt will be on March 31st at the old Middle School.

CORRESPONDENCE AND ANNOUNCEMENTS

None.

ADJOURNMENT

- **Motion:** Chockley moved, Zelenock supported, that the meeting be adjourned.
Motion carried 6—0 on a voice vote.

The meeting adjourned at 10:00 P.M.

Submitted by Lisa Lemble.

Corrections to the originally issued minutes are indicated as follows:

Wording removed is ~~stricken through~~;

Wording added is underlined.

Approved by the Township Board on _____, 2018.

Kathleen Manley, Clerk

Official minutes of all meetings are available on the Township's website at http://www.twp-northfield.org/government/township_board_of_trustees/

NORTHFIELD TOWNSHIP
Township Board Special Meeting
Minutes
March 27, 2018

CALL TO ORDER

The meeting was called to order at 6:32 P.M. by Supervisor Chockley at 8350 Main Street.

Supervisor Chockley led those present in the Pledge of Allegiance.

ROLL CALL

Marlene Chockley, Supervisor	Present
Kathleen Manley, Clerk	Present
Lenore Zelenock, Treasurer	Present
Tawn Beliger, Trustee	Present (arrived at 6:34 P.M.)
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present (arrived at 6:34 P.M.)

Also present:

Township Manager Steven Aynes
Township Attorney Paul Burns
Township Attorney Stacy Belisle
Recording Secretary Lisa Lemble

ADOPT AGENDA

- **Motion:** Chockley moved, Chick supported, that the agenda be adopted as presented.
Motion carried 5—0 on a voice vote.

FIRST CALL TO THE PUBLIC

None present.

[Beliger and Otto arrived].

BOARD MEMBER COMMENTS

Dockett said special meetings are being held too frequently. Chockley said the Supervisor or two Board members may call a special meeting and this meeting was necessary.

CORRESPONDENCE AND ANNOUNCEMENTS

None.

CLOSED SESSION

- **Motion:** Chockley moved, Manley supported, that the Board go into closed session to receive attorney-client privileged communications pursuant to MCL 15.265(8)(h).
Motion carried 7—0 on a roll call vote.
- **Motion:** Chockley moved, Manley supported, that the Board return to open session.
Motion carried 7—0 on a roll call vote.

SECOND CALL TO THE PUBLIC

No comments.

BOARD MEMBER COMMENTS

Dockett says he has been complaining about vehicle inspection operations for years and nothing has been done.

ADJOURNMENT

- **Motion:** Chockley moved, Zelenock supported, that the meeting be adjourned.
Motion carried 7—0 on a voice vote.

The meeting adjourned at 7:12 P.M.

Submitted by Lisa Lemble. Corrections to the originally issued minutes are indicated as follows:
Wording removed is ~~stricken through~~; wording added is underlined.

Approved by the Township Board on _____, 2018.

Kathleen Manley, Clerk

**NORTHFIELD TOWNSHIP
Township Board
Minutes
March 27, 2018**

CALL TO ORDER

The meeting was called to order at 7:15 P.M. by Supervisor Chockley at 8350 Main Street.

INVOCATION/PLEDGE

Supervisor Chockley provided a brief invocation and led those present in the Pledge of Allegiance.

ROLL CALL

Marlene Chockley, Supervisor	Present
Kathleen Manley, Clerk	Present
Lenore Zelenock, Treasurer	Present
Tawn Beliger, Trustee	Present
Janet Chick, Trustee	Present
Wayne Dockett, Trustee	Present
Jacki Otto, Trustee	Present

Also present:

Wastewater Treatment Plant Superintendent Dan Willis
Police Sgt. Martin Smith
Township Manager Steven Aynes
Township Attorney Paul Burns
Township Engineer Brian Roubel, Tetra Tech
Recording Secretary Lisa Lemble
Members of the community

ADOPT AGENDA

- **Motion:** Chockley moved, Chick supported, that the agenda be adopted as presented.
Motion carried 7—0 on a voice vote.

FIRST CALL TO THE PUBLIC

Mary Devlin, 9211 Brookside Drive, David Gordon, 5558 Hellner Road, made comments and asked questions about the status of Lt. Greene and removal of trees from North Territorial Road by the Washtenaw County Road Commission.

BOARD MEMBER COMMENTS

Board members said the Township labor attorney will be issuing a statement regarding Lt. Greene, commented on the tree removal along North Territorial Road by the Washtenaw County Road Commission, and questioned the need for independent contract agreements with Township contractors in light of the federal government reversing 2014 guidelines regarding this.

CORRESPONDENCE AND ANNOUNCEMENTS

Beliger announced that the next Parks and Recreation Committee meeting will be on April 19th.

PRESENTATION

1.

Sewer Service Rate Study Results

Roubel introduced Vic Cooperwasser of Tetra Tech who made a presentation. His comments included:

- A cost of service rate study helps comply with the requirement for a three-part test for valid user fees for sewer services.
- Rate increases required over the next five years were calculated (a) without any major capital projects, (b) with construction of a three million gallon sewage storage tank, and (c) with construction of both a storage tank and a \$3 million trunk line sewer.
- A maximum tap fee was calculated to be equitable to existing and new users.
- Potential decisions to be made are when the Board will decide on a rate adjustment, whether rates should be adjusted, what adjustment method (gradual or one time over five years) should be used, whether a capital improvement be included in the adjustments, and whether the tap fee should be increased to the maximum defensible number.

Cooperwasser, Roubel, and Willis answered questions, saying:

- the asset inspection report which will be produced in 1-2 years will allow a more realistic projection to be developed regarding maintenance,
- this study calls for growth to pay for growth rather than building sewer capacity for potential growth,
- figuring what how tap fees would be affected by capital projects would depend on how the projects are financed,
- there was recently a large storm which caused the plant's capacity to be exceeded, and part of the process is by-passed fairly regularly due to large flows.

The Board discussed historical increases and variations on the increase options presented (e.g. including only a \$1 million capital improvement project).

**Northfield Township Board Meeting
Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
March 27, 2018**

AGENDA ITEMS

1.

Proposal to Review Master Plan

Aynes referred to his memo and explained that the proposed fee for reviewing the Master Plan would be \$24,500, with \$6,125 to be spent in this fiscal year and the balance in the next fiscal year.

- **Motion:** Chockley moved, Chick supported, to authorize the Township Manager to sign the contract with McKenna to begin a Master Plan update at a cost of \$24,500, with the cost to be split one-quarter for this fiscal year and three-quarters for the next fiscal year. The scope of work is detailed in the December 11, 2017, memo to Mr. Aynes.

Board members reviewed the proposal, suggested eliminating the non-motorized plan and open space preservation elements to reduce the cost of the review, discussed the North Territorial/Whitmore Lake Road area and the types of proposals that have been made for that area which do not fit with the Master Plan, and said there is a lack of light industrial-zoned land in the Township.

Planning consultant Lippens said the scope of the non-motorized plan and related fees had been reduced to allow the open space preservation to be retained, and the proposed price includes one public workshop and additional workshops can be scheduled for \$1,000 each.

Motion carried 5—2 on a roll call vote, Beliger and Dockett opposed.

2.

Hiring of Part-time Police Officer: Frank Wright

- **Motion:** Chockley moved, Beliger supported, to approve the hiring of Frank Wright as a part-time Police Officer contingent upon passing a physical and background check.
Motion carried 7—0 on a voice vote.

3.

Hiring of Front Desk Clerk: Emily Hofsess

- **Motion:** Beliger moved, Otto supported, that Emily Hofsess be hired as the front desk clerk for the Building Department at the rate of \$15.00/hour, 30 hours/week, contingent upon background check, to begin April 9, 2018.
Motion carried 7—0 on a voice vote.

4.

Northfield Church Road Culvert Repairs

a. Agreement for Repairs to Catholic Church-Horseshoe Lake Drain.

- **Motion:** Chockley moved, Beliger supported, to approve the agreement for Repairs to the Catholic Church Horseshoe Lake Drain and authorize the Supervisor to sign the agreement.

In answer to a question, Chockley said the Township will pay one-third of the cost. Dockett said these costs should be paid by the people in the district. There was discussion about the lack of funds for projects of this type which has led to the current method of paying for them and the delay in the project that would be created by proceeding to charge only those in the district.

Motion carried 6—1 on a roll call vote, Dockett opposed.

b. Resolution 18-852: Agreement to Improvement of Catholic Church-Horseshoe Lake Drain.

- **Motion:** Chockley moved, Chick supported, to adopt Resolution 18-852, *Agreement to Improvement of Catholic Church-Horseshoe Lake Drain*, and to authorize the Supervisor to sign the resolution.

[Dockett left the room].

- **Motion carried 6—0 on a roll call vote.**

5.

People's Express Contract Renewal

- **Motion:** Chockley moved, Manley supported, to approve the People's Express Contract.

[Dockett returned].

Beliger said in 2017 the Board approved a motion on 8/29/17 to pay People's Express \$10,000 annually for two years (1/1/2017 through 12/31/2018), rather than through 2017 only.

Zelenock noted she will not be voting due to her affiliation with People's Express. Beliger said while discounted transportation is needed for Township residents, it should be done fairly without pushing out businesses (Lyft, Uber, taxis, etc.) that could be adding to the tax base. She suggested a voucher or other program. Dockett said this does not encourage People's Express to look for other funding. Chockley said it would be interesting to see what might be feasible if Beliger or Dockett want to undertake a study.

**Northfield Township Board Meeting
Minutes of Regular Meeting
Public Safety Building; 8350 Main Street
March 27, 2018**

It was agreed that the 2017 motion covers the Township's 2018 contribution, so there is no need for the current motion.

- **Amended motion:** Chockley moved, Manley supported, to reaffirm the contract approved on August 29, 2017.

Motion carried 4—2—1 on a roll call vote, Beliger and Dockett opposed; Zelenock abstaining.

**6.
First National Security Agreement Extension**

- **Motion:** Zelenock moved, Otto supported, to request the approval of the Security Agreement between First National Bank in Howell and Northfield Township from April 1, 2018 to June 30, 2018.

In answer to a question from Beliger, Zelenock said this is an extension of the current agreement until the assets are moved to another bank.

- **Motion carried 6—1 on a roll call vote, Dockett opposed.**

SECOND CALL TO THE PUBLIC

Dale Brewer, 11548 East Shore Drive, Udo Huff, 6431 Whitmore Lake Road, David Gordon, 5558 Hellner Road, and Craig Warburton, 450 W. Joy Road, commented on the Sewer Service Rate Study, development of the US-23 corridor, and the People's Express contract.

Submitted by Lisa Lemble.

Corrections to the originally issued minutes are indicated as follows:

Wording removed is ~~stricken through~~;
Wording added is underlined.

Approved by the Township Board on _____, 2018.

Kathleen Manley, Clerk

Official minutes of all meetings are available on the Township's website at http://www.twp-northfield.org/government/township_board_of_trustees/

BOARD MEMBER COMMENTS

Board members:

- noted that the Board decided after preparation of the last Capital Improvement Plan by the Planning Commission that the Board should prepare this in the future,
- reported that the issue of Township fees came up at a Planning Commission meeting, so that should be scheduled for discussion.
- urged the support of local businesses,
- the issue of the SAW Grant and sewer costs as brought up during the Call to the Public should be looked into by the Township Manager and report made to the Board, and
- thanked the public for their involvement and comments.

CORRESPONDENCE AND ANNOUNCEMENTS

Board members announced the Township office will be closed Friday afternoon, and the Kiwanis Easter Egg Hunt will be on March 31st.

ADJOURNMENT

- **Motion:** Chockley moved, Otto supported, that the meeting be adjourned.
Motion carried 7—0 on a voice vote.

The meeting adjourned at 9:15 P.M.



William E. Wagner, Jr.
Director of Public
Safety/Fire Chief

Northfield Township Public Safety

8350 Main Street, Whitmore Lake, MI 48189
Fire: 734-449-2385 • Fax: 734-449-2521
Police: 734-449-9911 • Fax: 734-449-0511
www.twp.northfield.mi.us



Timothy Greene
Lieutenant
Police Operations

April 2018 Director of Public Safety Board Communication

- 1. Fire department activity for March 2018:** March of 2018 saw us return to a more “normal” activity level. We did have several calls of significance. On March 1st the area experienced a wind and snow storm that took down many power lines in the area. We responded to 16 different calls that day alone. In the second week of March we assisted Green Oak Fire Department with a structure fire. Lastly, on March 23rd we responded to a garbage truck on fire on Jomar Drive.
- 2. Fire Department training for March:** Fire Department training activity for March consisted of: Self Contained Breathing Apparatus, Bloodborne Pathogens and lockout tag-out review and various other individual trainings.
- 3. Grant for Thermal Imagers:** We have been notified that we have been awarded a grant to receive 2 new thermal imaging cameras. Thermal imaging cameras are used in fire situations and have the ability to “see” through smoke by detecting the body heat. These cameras also assist us in finding hidden fires in walls and attics limiting the damage we may do while performing overhaul. The grant is worth around \$13,000. Thanks to Lt. Charles Smith for writing the grant. The Grant is through Firehouse Subs. There is no match to the grant.
- 4. EMS Training Center:** The Northfield Township Fire Department is now recognized by The State of Michigan as a EMS training center. This will make it much easier to teach and receive continuing education classes. We currently have 1 paramedic that is certified to teach continuing education and will soon have a second.
- 5. Northfield Police school threat investigation:** I cannot tell you how proud I was of the officers involved in the school shooting threat against the Whitmore Lake Schools. The officers involved worked very quickly in investigating, identifying suspects, apprehending suspects and forwarding reports to the Prosecutors office. All officers worked very well as a team regardless of rank and seniority. I would also applaud the Whitmore Lake School staff for working together with us make and keep the students of the school safe.

Northfield Township Fire Department

8350 Main Street
Phone (734) 449-2385

Whitmore Lake, MI 48189
Fax (734) 449-2521

Fire Chief
William E. Wagner, Jr.

Fire Prevention Activity

For the month of: March 2018

<u>Date</u>	<u>Activity Type</u>	<u>Address</u>	<u>Business</u>
3/15	Inspection	7035 Jomar	Balance Technology
3/15	Follow-up	148 Barker	Marco's Pizza
3/15	Follow-up	9075 Brookside	Whitmore Lake Coin Laundry
3/15	Follow-up	133 Emerald	Northfield Estates
3/15	Follow-up	9885 Main	Marathon Gas
3/15	Plans Review	1575 E. N. Territorial	Ann Arbor Dog Training Club
3/23	Inspection	50 E. N. Territorial	PrimOvations
3/29	Follow-up	200 Barker	Living Water Church

Fire Prevention Division



William E. Wagner, Jr.
Director of Public
Safety/Fire Chief

Northfield Township Public Safety

8350 Main Street, Whitmore Lake, MI 48189
Fire: 734-449-2385 • Fax: 734-449-2521
Police: 734-449-9911 • Fax: 734-449-0511
www.twp.northfield.mi.us



Timothy Greene
Lieutenant
Police Operations

March 2018

Northfield Township Fire Department

Statistical Report

Responses March 2018:	72
Responses March 2017:	71

Fire Calls: 7	
Structure Fires	1
Vehicle Fire	2
Fire Alarms	2
Outside fire	0
Smoke investigation	2

Emergency Medical Calls: 34	
Chest Pain	13
Difficulty Breathing	3
Unconscious/Cardiac Arrest	4
Diabetic/ Seizure	3
Trauma	2
Overdose	0
Abdominal pain	2
Other	7

Motor Vehicle Accidents: 20	
Injury Crashes	8
Unknown	12
Pin In	0

Public Service calls: 11

Electrical wire down	8
Fuel Spill	0
Carbon Monoxide Alarm	2
Trees down	0
Elevator Rescue	1
Gas leak	0
Other	0

Mutual Aid Given 1

Green Oak Twp.	Structure Fire	1
----------------	----------------	---

Mutual Aid Received: 1

Hamburg Fire	Garbage Truck Fire	1
--------------	--------------------	---

Responses in hamlet area:	39
---------------------------	----

Responses in rural area:	18
--------------------------	----

Responses on Highway	14
----------------------	----

Responses outside the township:	1
---------------------------------	---

Average response time for the month:	6:23
--------------------------------------	------



William Wagner

MARCH 2018 MONTHLY REPORT

Calls For Service	408
Arrests	11
Mutual Aid Assistance To Other Departments Inside the Township	5
Mutual Aid Assistance To Other Departments Outside the Township	10
Average Response Time	3.38

NOTES & FACTS FROM THE DEPARTMENT

- **DATA:** 63 % of total complaints answered were in the hamlet area and 37 % were handled throughout the rest of the Township.
- **TRAINING**
 - FORMAL Sgt. M. Smith – Staff and Command
 Clk. T. Yurkunas – Michigan State Police APRS and NICS Firearms Training
 - IN-SERVICE – Firearms
 - Executing Search Warrant
 - Sovereign Citizens
- **EVENTS OF SIGNIFICANCE**

OWI/SUSPICIOUS INCIDENT

On March 1st, officers responded to a report of a suspicious vehicle in a business parking lot with its hazards on and a tire missing. Officers were advised by the business that the occupant of the vehicle had entered the business, wondered around, ate some merchandise, and then went back out to his vehicle. Upon contact with the officers the subject appeared very confused and didn't know where he was. After field investigation and other observations/tests the officers were able to determine that the subject was intoxicated. He was lodged on OWI charges at the county jail.

LARCENY/FRAUD

On March 1st, an officer responded to a complaint of theft/fraud. The victim stated that her bank account had been overdrawn by a large amount of money. An investigation on this case showed that the suspect had stolen blank checks from the victim and had cashed them all at a local business. The victim was able to identify the suspect and charges are being pursued.

EXTORTION

On March 9th, officers took a report of extortion involving a Facebook scam. The victim stated he met a female online and she began sending him nude photos of herself. He in exchange provided some pictures to her as well. The female then threatened that she was going to spread the photo/video to the victim's friends and family if he did not wire her a very large amount of money. Officers are investigating this case and advise the public to not share any sensitive material over a social media outlet.

SUSPICIOUS INCIDENT/ILLEGAL ENTRY

On March 12th, officers responded to a home reference a possible home invasion. When officers arrived they learned that the victim had left her residence that evening around 5pm. When she returned home a short time later she found evidence suggesting that someone had been on her property and inside her home. Nothing was broken or stolen from the home and police believe it's possible that the intruder was startled and left quickly. Officers advise the public to lock all windows and doors to keep your home secure when you are not home.

THREATS

On March 13th, officers were contacted by Whitmore Lake Schools Superintendent regarding a threat that had been made reference “shooting up” a school building in the district. Officers immediately began to investigate and deemed the threat credible. Several subjects were arrested and lodged and charges for False Report or Threat of Terrorism were submitted to the Washtenaw County Prosecutor’s Office. The investigation is ongoing.

CLEAR-1018 Verified Offense By Date
Agency: NR
3/1/2018 12:00:00 AM - 3/31/2018 12:00:00 AM

Offense Code	Description	Incident Count
1173	CSC 1st Degree -Penetration Oral/Anal	1
1313	Assault/ Battery/Simple (Incl Domestic and Police Officer	2
1316	Intimidation (Also Includes Interfering with 911 call)	1
2103	Extortion - Threat to Injure Reputation	1
2202	B&E - Burglary - Forced Entry - Residence - Home Invasion	1
2204	B&E - Burglary - No Forced Entry - Residence- Home Invasion	2
2308	Larceny - From Building (Includes Library, Office used by Public, etc)	1
2404	Vehicle Theft UDAA (reported by your jurisdiction)	3
2589	Forgery (Other)	1
2609	Identity Theft	4
2902	Damage to Property - Private Property - MDOP	1
5299	Weapons Offense (Other)	1
5311	Disorderly Conduct	1
8031	OUID Operating Under the Influence of Drugs	1
8041	Operating Under the Influence of Alcohol / Liquor OWI	1
80412	Operating Under the Influence of Alcohol / Liquor OWI 2nd Offense	1
C2934	Vehicle Insurance - None / Expired	5
C3020	Misdemeanor Arrest Warrant (Originating Agency)	2
C3040	Felony Arrest Warrant - Other Jurisdiction	1
C3050	Misdemeanor Arrest Warrant - Other Jurisdiction	1
C3101	Acc, Single Motor Vehicle	2
C3145	Property Damage Traffic Crash PDA	7
C3148	Motor Vehicle - Animal Traffic Crash	4
C3155	Personal Injury Traffic Crash PIA	2
C3170	Private Property Traffic Crash	2
C3175	Private Property H&R Traffic Crash	1
C3205	Sudden Death - Natural	1
C3208	Death Investigation - Cause Unknown	1
C3250	Mental Health Call	2
C3299	Welfare Check	7
C3310	Family Trouble	1
C3312	Neighborhood Trouble	1
C3318	Found Property	2
C3319	Found Bicycle	1
C3324	Suspicious Circumstances	18
C3326	Suspicious Vehicles	6
C3328	Suspicious Persons	4
C3330	Assist Other Law Enforcement Agency	2
C3331	Assist Medical	6
C3332	Assist Fire Department	3
C3333	Assist Motorist	8
C3334	Assist Other Govt Agency	1
C3336	Assist Citizen	19
C3337	Assist Citizen - Vehicle Lockout	5
C3345	Accidental Property Damage	1

CLEAR-1018 Verified Offense By Date
Agency: NR
3/1/2018 12:00:00 AM - 3/31/2018 12:00:00 AM

Offense Code	Description	Incident Count
C3381	Sex Offender Registration	1
C3702	Traffic Complaint / Road Hazard	10
C3704	Traffic Complaint / Abandoned Auto	3
C3706	Traffic Complaint / Vehicle Impound	1
C3728	Traffic Complaint / Parking Complaint	1
C3732	Traffic Complaint / Traffic Miscellaneous B Complaint	2
C3804	Animal Complaint	3
C3808	Animal Bite / Scratch	2
C3999	Alarms All Other	1
C4037	Fail to Report Accident	1
C4041	Speeding Citation	34
C4105	Equipment Citation	1
C4125	Seat Belt Law Citation	1
C4126	Seat Belt Law - Driver	1
C4199	Other Non-Hazardous Citation	1
C4307	Drove W/Expired Ops	1
C4313	Veh Reg Impr/Expired Citation	2
L3502	Follow Up - NR	1
L3503	Opened in Error - NR	1
L3504	PBT Station - NR	2
L3506	Shots Fired - NR	1
L3507	Fingerprints - NR	4
L3508	Ticket Sign Off - NR	1
L3509	Loud Party - NR	1
L3510	Loud Music - NR	3
L3512	Vin Inspection - NR	1
L3526	False Alarm - NR	9
L3535	GUN Permit, Applications, CCW Permits - NR	38
L3542	BOL - NR	11
L3546	Trespass Notice Served - NR	1
L3551	Sex Offender Registration/Verification - NR	3
L3552	Traffic Stop - NR	48
L3555	Attempt to Serve Warr - NR	1
L3568	Local Records Check - NR	7
L3569	Assist Other Police Agency - Inside Northfield - NR	5
L3570	Assist Other Police Agency - Outside Northfield - NR	10
L3571	Disorderly Person - NR	3
L3597	Non Terminal - NR	45
L4598	Information - NR	2
L4599	Misc Non-Criminal - NR	2
L6044	Public Relations - NR	1
L6501	Property Check/Directed Patrol/Vac Watch - NR	2
Sum:		408

Report Time:
4/3/2018 1:23:15 PM

Report CLEAR-008 Summary of Offenses
All Offenses that were Attempted or Completed
For the Month of March

Agency: Northfield Township
Police Department
ORI: MI8196400

Classification	Mar/2018	Mar/2017	% Change
09001 MURDER/NONNEGLIGENT MANSLAUGHTER (VOLUNTARY)	0	0	-
09002 NEGLIGENT HOMICIDE/MANSLAUGHTER (INVOLUNTARY)	0	0	-
09004 JUSTIFIABLE HOMICIDE	0	0	-
09005 DEATH INVOLVING USE OF FORCE BY LAW ENFORCEMENT	0	0	-
09006 IN-CUSTODY DEATH	0	0	-
10001 KIDNAPPING/ABDUCTION	0	0	-
10002 PARENTAL KIDNAPPING	0	0	-
11001 SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE	0	0	-
11002 SEXUAL PENETRATION PENIS/VAGINA -CSC 3RD DEGREE	0	0	-
11003 SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE	1	0	-
11004 SEXUAL PENETRATION ORAL/ANAL -CSC 3RD DEGREE	0	0	-
11005 SEXUAL PENETRATION OBJECT -CSC 1ST DEGREE	0	0	-
11006 SEXUAL PENETRATION OBJECT -CSC 3RD DEGREE	0	0	-
11007 SEXUAL CONTACT FORCIBLE -CSC 2ND DEGREE	0	0	-
11008 SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE	0	0	-
12000 ROBBERY	0	0	-
13001 NONAGGRAVATED ASSAULT	2	3	-33.3%
13002 AGGRAVATED/FELONIOUS ASSAULT	0	1	-100.0%
13003 INTIMIDATION/STALKING	1	1	0%
20000 ARSON	0	0	-
21000 EXTORTION	1	0	-
22001 BURGLARY -FORCED ENTRY	1	2	-50.0%
22002 BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)	2	0	-
23001 LARCENY -POCKETPICKING	0	0	-
23002 LARCENY -PURSESNAATCHING	0	0	-
23003 LARCENY -THEFT FROM BUILDING	1	0	-
23004 LARCENY -THEFT FROM COIN-OPERATED MACHINE/DEVICE	0	0	-
23005 LARCENY -THEFT FROM MOTOR VEHICLE	0	0	-
23006 LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES	0	1	-100.0%
23007 LARCENY -OTHER	0	1	-100.0%
24001 MOTOR VEHICLE THEFT	3	0	-
24002 MOTOR VEHICLE, AS STOLEN PROPERTY	0	0	-
24003 MOTOR VEHICLE FRAUD	0	0	-
25000 FORGERY/COUNTERFEITING	1	0	-
26001 FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	0	0	-
26002 FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE	0	0	-
26003 FRAUD -IMPERSONATION	0	0	-
26004 FRAUD -WELFARE FRAUD	0	0	-
26005 FRAUD -WIRE FRAUD	0	0	-
26007 FRAUD - IDENTITY THEFT	4	2	100.0%
26008 FRAUD - HACKING/COMPUTER INVASION	0	0	-
27000 EMBEZZLEMENT	0	0	-

Agency: Northfield Township Police Department
ORI: MI8196400

Oakland County CLEMIS
REPORT EXCLUDES UCR STATUS OF UNF

Report: CLEAR-008
Page 1 of 4

Report Time:
4/3/2018 1:23:15 PM

Report CLEAR-008 Summary of Offenses
All Offenses that were Attempted or Completed
For the Month of March

Agency: Northfield Township
Police Department
ORI: MI8196400

Classification	Mar/2018	Mar/2017	% Change
28000 STOLEN PROPERTY	0	0	-
29000 DAMAGE TO PROPERTY	3	2	50.0%
30001 RETAIL FRAUD -MISREPRESENTATION	0	0	-
30002 RETAIL FRAUD -THEFT	0	0	-
30003 RETAIL FRAUD -REFUND/EXCHANGE	0	0	-
30004 ORGANIZED RETAIL FRAUD	0	0	-
35001 VIOLATION OF CONTROLLED SUBSTANCE ACT	1	2	-50.0%
35002 NARCOTIC EQUIPMENT VIOLATIONS	0	1	-100.0%
36001 SEXUAL PENETRATION NONFORCIBLE -BLOOD/AFFINITY	0	0	-
36002 SEXUAL PENETRATION NONFORCIBLE -OTHER	0	0	-
37000 OBSCENITY	0	0	-
39001 GAMBLING- BETTING/WAGERING	0	0	-
39002 GAMBLING- OPERATING/PROMOTING/ASSISTING	0	0	-
39003 GAMBLING -EQUIPMENT VIOLATIONS	0	0	-
39004 GAMBLING -SPORTS TAMPERING	0	0	-
40001 COMMERCIALIZED SEX -PROSTITUTION	0	0	-
40002 COMMERCIALIZED SEX -ASSISTING/PROMOTING PROSTITUTION	0	0	-
40003 HUMAN TRAFFICKING - PURCHASING PROSTITUTION	0	0	-
51000 BRIBERY	0	0	-
52001 WEAPONS OFFENSE- CONCEALED	0	0	-
52002 WEAPONS OFFENSE -EXPLOSIVES	0	0	-
52003 WEAPONS OFFENSE -OTHER	1	0	-
64001 HUMAN TRAFFICKING - COMMERCIAL SEX ACTS	0	0	-
64002 HUMAN TRAFFICKING - INVOLUNTARY SERVITUDE	0	0	-
72000 ANIMAL CRUELTY	0	0	-
Total for Group A	22	16	37.5%
01000 SOVEREIGNTY	0	0	-
02000 MILITARY	0	0	-
03000 IMMIGRATION	0	0	-
09003 NEGLIGENT HOMICIDE -VEHICLE/BOAT	0	0	-
14000 ABORTION	0	0	-
22003 BURGLARY - UNLAWFUL ENTRY (NO INTENT)	0	0	-
22004 POSSESSION OF BURGLARY TOOLS	0	0	-
26006 FRAUD -BAD CHECKS	0	0	-
36003 PEEPING TOM	0	0	-
36004 SEX OFFENSE -OTHER	0	0	-
38001 FAMILY -ABUSE/NEGLECT NONVIOLENT	0	0	-
38002 FAMILY -NONSUPPORT	0	0	-
38003 FAMILY -OTHER	0	0	-
41001 LIQUOR LICENSE -ESTABLISHMENT	0	0	-
41002 LIQUOR VIOLATIONS -OTHER	1	0	-
42000 DRUNKENNESS	0	0	-

Agency: Northfield Township Police Department
ORI: MI8196400

Oakland County CLEMIS
REPORT EXCLUDES UCR STATUS OF UNF

Report: CLEAR-008
Page 2 of 4

Report Time:
4/3/2018 1:23:15 PM

Report CLEAR-008 Summary of Offenses
All Offenses that were Attempted or Completed
For the Month of March

Agency: Northfield Township
Police Department
ORI: MI8196400

Classification	Mar/2018	Mar/2017	% Change
48000 OBSTRUCTING POLICE	1	1	0%
49000 ESCAPE/FLIGHT	0	0	-
50000 OBSTRUCTING JUSTICE	1	1	0%
53001 DISORDERLY CONDUCT	1	1	0%
53002 PUBLIC PEACE -OTHER	0	0	-
54001 HIT and RUN MOTOR VEHICLE ACCIDENT	1	1	0%
54002 OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS	3	0	-
55000 HEALTH AND SAFETY	0	0	-
56000 CIVIL RIGHTS	0	0	-
57001 TRESPASS	0	0	-
57002 INVASION OF PRIVACY -OTHER	0	0	-
58000 SMUGGLING	0	0	-
59000 ELECTION LAWS	0	0	-
60000 ANTITRUST	0	0	-
61000 TAX/REVENUE	0	0	-
62000 CONSERVATION	0	0	-
63000 VAGRANCY	0	0	-
70000 JUVENILE RUNAWAY	0	0	-
73000 MISCELLANEOUS CRIMINAL OFFENSE	0	0	-
75000 SOLICITATION	0	0	-
77000 CONSPIRACY (ALL CRIMES)	0	0	-
Total for Group B	8	4	100.0%
2800 JUVENILE OFFENSES AND COMPLAINTS	0	0	-
2900 TRAFFIC OFFENSES	6	23	-73.9%
3000 WARRANTS	4	9	-55.6%
3100 TRAFFIC CRASHES	20	20	0%
3200 SICK / INJURY COMPLAINT	11	19	-42.1%
3300 MISCELLANEOUS COMPLAINTS	79	71	11.3%
3400 WATERCRAFT COMPLAINTS / ACCIDENTS	0	1	-100.0%
3500 NON-CRIMINAL COMPLAINTS	198	234	-15.4%
3600 SNOWMOBILE COMPLAINTS / ACCIDENTS	0	0	-
3700 MISCELLANEOUS TRAFFIC COMPLAINTS	17	37	-54.1%
3800 ANIMAL COMPLAINTS	5	5	0%
3900 ALARMS	1	3	-66.7%
Total for Group C	341	422	-19.2%
2700 LOCAL ORDINANCES - GENERIC	0	0	-
4000 HAZARDOUS TRAFFIC CITATIONS / WARNINGS	35	32	9.4%
4100 NON-HAZARDOUS TRAFFIC CITATIONS / WARNINGS	4	2	100.0%
4200 PARKING CITATIONS	0	0	-
4300 LICENSE / TITLE / REGISTRATION CITATIONS	3	3	0%
4400 WATERCRAFT CITATIONS	0	0	-
4500 MISCELLANEOUS A THROUGH UUUU	4	1	300.0%

Agency: Northfield Township Police Department
ORI: MI8196400

Oakland County CLEMIS
REPORT EXCLUDES UCR STATUS OF UNF

Report: CLEAR-008
Page 3 of 4

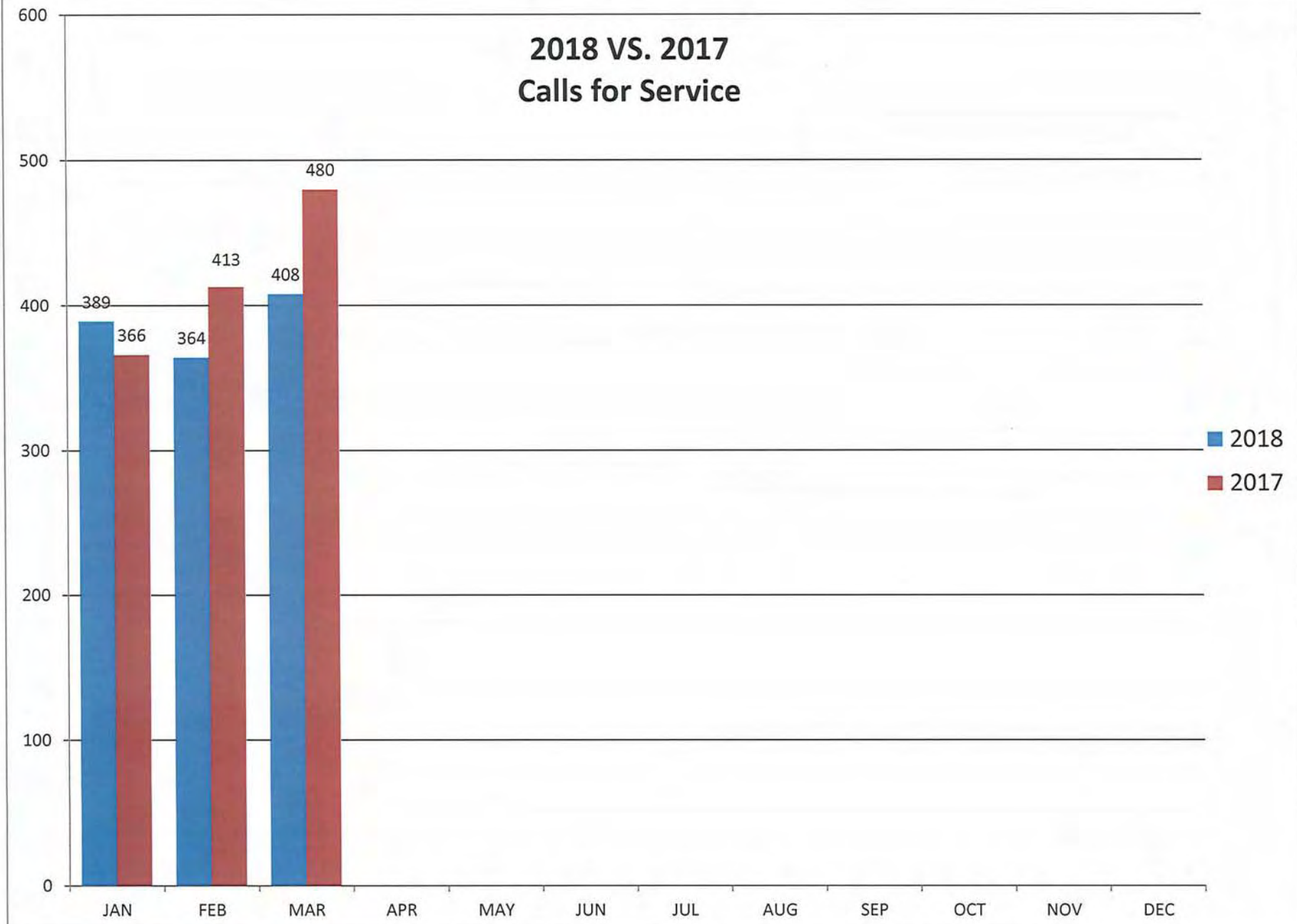
Report Time:
4/3/2018 1:23:15 PM

Report CLEAR-008 Summary of Offenses
All Offenses that were Attempted or Completed
For the Month of March

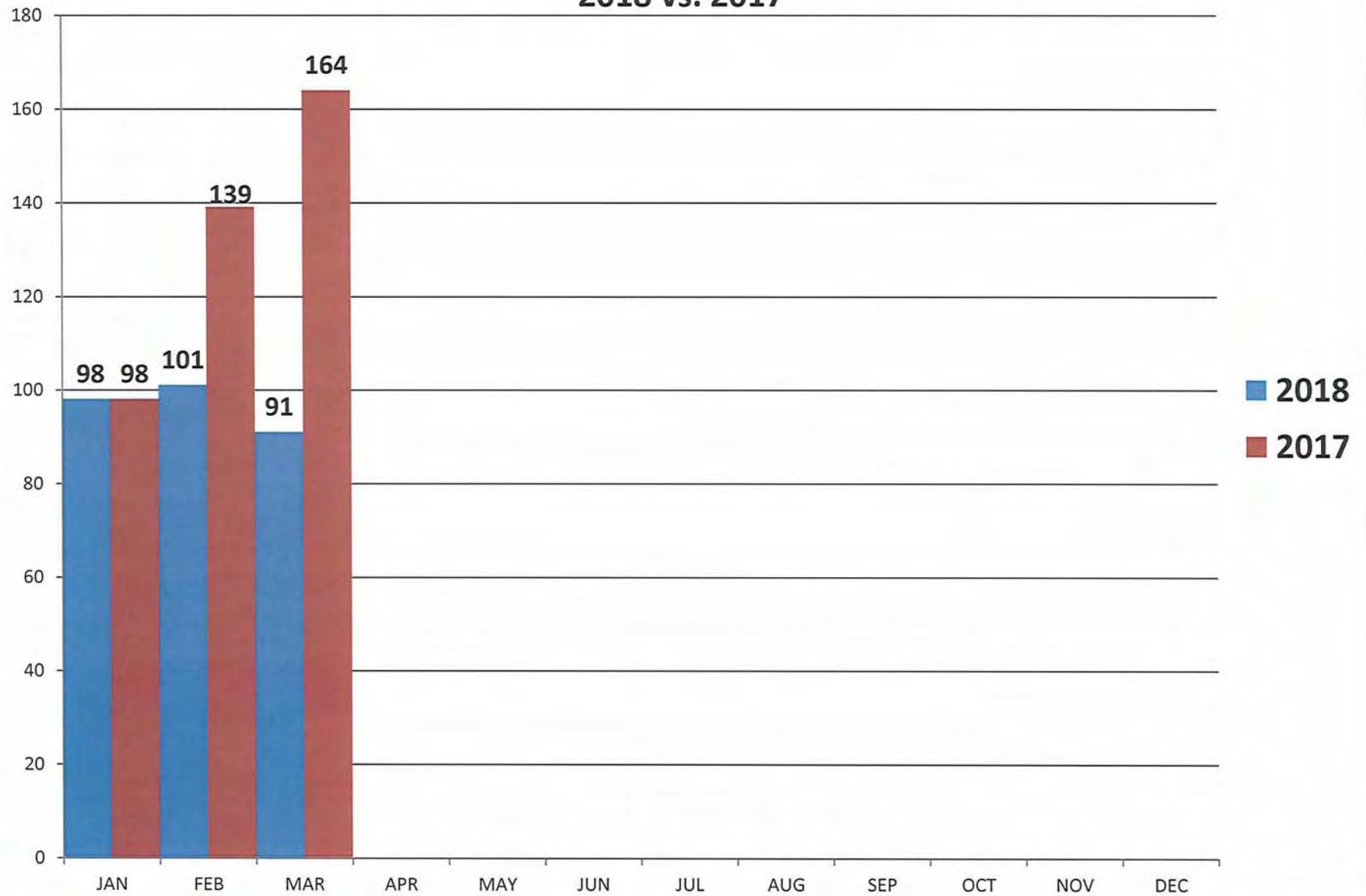
Agency: Northfield Township
Police Department
ORI: MI8196400

Classification	Mar/2018	Mar/2017	% Change
4600 LIQUOR CITATIONS / SUMMONS	0	0	-
4700 COMMERCIAL VEHICLE CITATIONS	0	0	-
4800 LOCAL ORDINANCE WARNINGS	0	0	-
4900 TRAFFIC WARNINGS	0	3	-100.0%
Total for Group D	46	41	12.2%
5000 FIRE CLASSIFICATIONS	0	0	-
5100 18A STATE CODE FIRE CLASSIFICATIONS	0	0	-
Total for Group E			-
6000 MISCELLANEOUS ACTIVITIES (6000)	1	0	-
6100 MISCELLANEOUS ACTIVITIES (6100)	0	0	-
6200 ARREST ASSIST	0	0	-
6300 CANINE ACTIVITIES	0	0	-
6500 CRIME PREVENTION ACTIVITIES	2	4	-50.0%
6600 COURT / WARRANT ACTIVITIES	0	0	-
6700 INVESTIGATIVE ACTIVITIES	0	0	-
Total for Group F	3	4	-25.0%
Total for All Groups	420	487	-13.8%

2018 VS. 2017 Calls for Service



NUMBER OF TRAFFIC VIOLATIONS BY MONTH 2018 vs. 2017



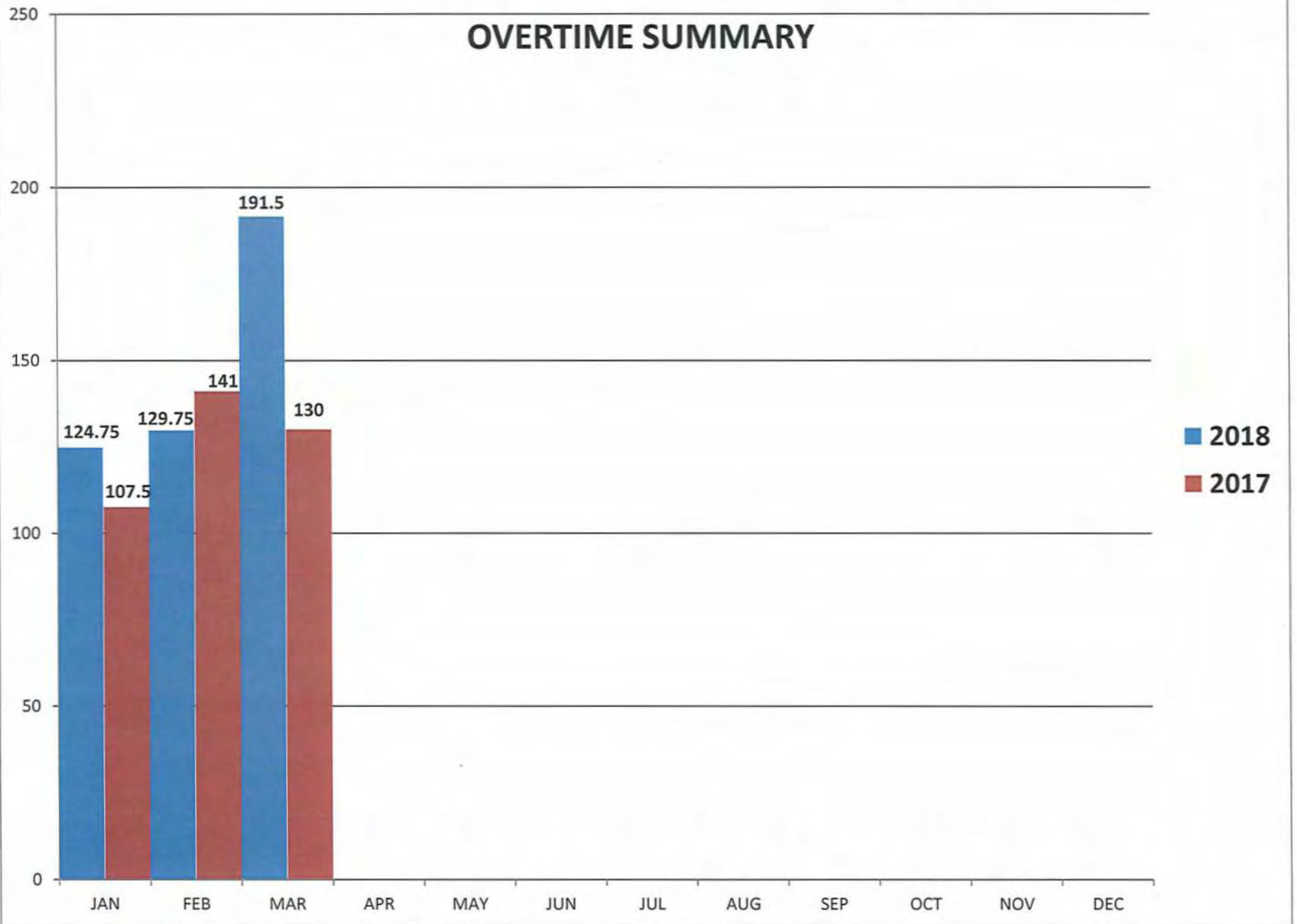
TRAFFIC VIOLATIONS SUMMARY

[illegible][illegible]

Note: Waiveable citations are: Defective Equipment; No Operator's License on Person and No Registration

[illegible]

OVERTIME SUMMARY



OVERTIME SUMMARY

OVERTIME BY TYPE													
2018	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Court	33.75	9	6										48.75
Complaint Investigation	9	1.5	50										60.5
Report Writing	0	0	0										0
Training	6	8	70.5										84.5
Short Shift	36	97.75	58.5										192.25
Administrative	0	0	0										0
Special Detail	0	13.5	6.5										20
Holiday	40	0	0										40
TOTAL	124.75	129.75	191.5										446

2018 VS. 2017													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
2018 - TOTAL	124.75	129.75	191.5										446
2017 - TOTAL	107.5	141	130										378.5

EMPLOYEE TIME OFF

2018	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Sick	12	36	111										159
Comp	32.75	40	34										106.75
Vacation	0	24	0										24
Holiday	10	10	0										20
PTO	110.5	135	98										343.5
Other	24	12	0										36
TOTAL	189.25	257	243	0	0	0	0	0	0	0	0	0	689.25

**PTO - Includes PTO/Admin Leave during this Month

**JAMES E. COX
NORTHFIELD TOWNSHIP
WATER POLLUTION CONTROL FACILITY
11500 LEMEN ROAD WHITMORE LAKE MICHIGAN
PHONE 734-449-4159**

To: Northfield Township Board of Trustees

From: Dan Willis Wastewater Treatment Plant Superintendent

Date:

Subject 2018 March Report

- 3/6** Located sewer tap for a parcel on 7 Mile Rd.
- 3/7** Lyon Mech. moved in today to replace our grit classifier.
- 3/7** Owner of 58 Barker called to report a sinkhole in front of his building, upon inspection it was determined to be an old crock or cistern.
- 3/8** Jetted the piping in the grit building for the grit classifier install.
- 3/9** Homeowners sewer at 11600 N. Main was dug up and repaired by a contractor resulting in an after hours inspection
- 3/13** Home owner reported a sewer leak at 11860 N. Main, on inspection it was in the same area as a break last year. A contractor was scheduled for the next day, as the leak didn't appear above ground.
- 3/14** The leak was repair at 11860 N. Main and the driveway restored.
- 3/14** The grit classifier installation was finished and put back in service.
- 3/15** Mike Spirl and John White attended a math class in preparation for state wastewater exams.
- 3/20** Pulled rags out of pump #1 at the East Shore #2 Pump station.
- 3/23** Call for a homeowner on Horseshoe Blvd. about slow sewer alerted us to a sewer that was backed up and overflowing a manhole. The manhole was in the brush at the end of the street and wasn't visible. We cleaned the sewer line and flushed out grease that had blocked the line. We cleaned up the area and applied lime and contacted the DEQ and the Washtenaw Co. Health Dept.to report the spill.
- 3/27** Pulled rags out of pump # 2 at East Shore # 2 Pump station.
- 3/30** Call back high level Edmund Pump station, reset motor starters caused by a power failure.

March 2018

2017 Daily Average Flow	.839 MGD
2018 Daily Average Flow	.879 MGD
Maximum Daily Flow 2017	1.355 MGD
Maximum Daily Flow 2018	1.170 MGD
Minimum Daily Flow 2017	.741 MGD
Minimum Daily Flow 2018	.716 MGD
6 – Month Average Flow	.773 MGD
12 – Month Average Flow	.768 MGD
Total Gallons Treated 2017	25.994 MG
Total Gallons Treated 2018	27.672 MG
Rainfall (inches) 2017	2.77
Rainfall (inches) 2018	1.44
Connections / Tap-ins' to system	0
Miss Dig Staking's	4
Overtime hours for the month	32.0 hrs

Northfield Township Community & Senior Center
Monthly Report
March 2018
Tami Averill, Director

I. March Overview

The Senior Nutrition program continues to run smoothly. We had 9 to 22 seniors attending lunches in March. Lunches are served on Mondays, Wednesdays and Fridays at 12:15p.m.

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

Work continues with the Washtenaw County Office of Community and Economic Development on getting the Meals on Wheels portion of the program started. Progress is slow, but we continue to move forward.

A huge THANK YOU to our Community/Senior Center volunteers – Dolly Boggs, Sue Boike, Angela Brown, George Brown, Shannon Cogan, Denise Creque, Mary Devlin, Peggy Friscia, Ruth Hague, Karen Hamp, Linda Hartley, Cindy Hogston, Ernestine Hogston, Betty Jones, Alyssa Jones, Kristina Kelley & family, Phyllis Lindblade, Chris Miles, Laura Misko, Karen Neigebauer, Margaret Riddell, Shirley Samp, Donn Sleek, Ann Thompson, Curtis Ward, Nancy Warner, Linda Webb, and Terry Webb - for the work they contributed in March. Their hard work and dedication is always appreciated.

Program planning continues. New program and event offerings are always being worked on. Just a "heads up," I have a "community pillow fight" in the works!

I continue to attend and keep minutes for the Parks & Recreation Board meetings. The next meeting is scheduled for April 19 at 7:00p.m.

I continue to serve on Whitmore Lake Health Equity Team. Meetings take place at the Community Center.

I stay busy each day assisting patrons with a variety of issues, questions and concerns.

II. Program Evaluation

a. On-Going Services

Lisa Abrams continues to offer reflexology sessions and therapeutic foot baths.

Dr. Anthony Mastrogiacomo from South Lyon Foot & Ankle Specialists continues to offer senior foot care every other month. Six people visited him in March.

The Medical Loan Closet continues to be available to the community. Eighteen items were loaned in March. We received donations of a bedside commode, a walker, 1raised toilet seat, Depends, and several miscellaneous items. We also received our first "Knee Scooter." I frequently receive calls for them, but we have never had one in our equipment collection. I was excited to see this roll in our

door! We are in need of donations of shower seats and benches, transfer benches and 4-wheeled walkers with seats.

Acupuncture therapy continues to be popular, with 12 to 20 people participating at each session in March. Licensed Acupuncturist, Ron Hough, is at the Center from 4:00p.m. to 6:00p.m. for walk-in visits on Thursday afternoons.

b. Classes

Chair Yoga (8-10 participants/week) continued on Tuesdays.

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

Exercise with Becky had 5 to 8 participants at each of her two weekly sessions in March.

Tai Chi had 4 participants during the winter session. A new 8-week session begins April 3.

MAH Fitness ended its 10-week session at the end of March with 6 participants.

The Primitive Rug Hooking class is currently on a break.

Meditation class has four people participating each week.

Line Dancing class has had 4 to 8 participants each week in March.

We premiered a new class on March 19 – “Baby & Toddler Signing and Stories” with Christine Felton. We currently have 3 families (total of 6 children and 4 adults) participating in this first 16-week session.

Four people participated in the Paper Crafting Birthday Card class. They each created 16 cards and received a decorative file box to keep them in.

c. On-Going Activities

Pinochle continues every Tuesday and Thursday afternoon. Attendance is consistent at 6 to 12 players per day each week.

We will be adding a Ladies Euchre Group to the schedule on Thursday evenings and Friday afternoons beginning in April.

Mah Jongg Mondays continue with 4 people participating each week. Three to four people have been playing on Wednesdays.

The Knit, Crochet, Craft group meets every Friday from 11:30a.m. to 1:30p.m. 3 to 5 people attended each week in March.

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

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

The Whitmore Lake Elementary School Kindergarten Daisy Troop #40111 meets at the Center two Mondays each month. 11 Scouts and 8 to 10 adults attend each meeting.

The Board of Directors for the Village of Eagle Gardens Association is now holding their meetings here every other month. Their next meeting will be held in May.

d. Special Events

Our ongoing project to crochet sleeping mats out of plastic grocery bags continues. Five to eight people participated each week in March. We currently have 6 completed mats, with 4 more being worked on. These mats will be donated to Coventry Community Care for distribution to the homeless in Washtenaw County and Southeast Michigan. Participants do not need to know how to crochet. Help is needed to sort and flatten out the bags, cut them into strips, tie the strips together and roll them into balls.

Twenty-seven people joined us for Pizza & a Movie on March 23. Everyone enjoyed socializing and watching "Despicable Me 3." A huge THANK YOU to Marco's Pizza, who are now helping to sponsor this monthly event!!

Glen Stevenson from United Healthcare did 2 follow-up visits/presentations about the programs and services that they offer for those with low incomes and fixed incomes.

Brad McQueen offered a presentation, "Medicare Matters" on March 1.

The Community & Senior Center is now the home of the Whitmore Lake Radio Control Sailboat Club. Their organizational meeting was held here on March 17. Six people were in attendance.

Project Bunny 2018 took place on March 30. 53 baskets/gift bags/ spring plants were delivered to folks of all ages throughout our community. Thank you to everyone who contributed in so many ways – funding, donated items, packing baskets and bags, deliveries. Your support and hard work was truly appreciated. When we first did this 4 years ago, we assumed it would be a one-time project. It quickly turned into an annual event that spreads a great deal of happiness throughout Northfield Twp., for both our "bunnies" and the recipients.

Donation Report

As of March 31, 2018

General Fund

Parks and Recreation	350.00
Non-Motorized Path*	2,140.84
Senior Center	1,985.40

Total General Fund Donations	<u>4,476.24</u>
-------------------------------------	------------------------

Donation Fund

Dog Park	80.00
Land Preservation Donation	<u>100.00</u>
Total Donation Fund Donations	<u>180.00</u>

Fire Fund

Private source donations	<u>150.00</u>
	<u>150.00</u>

Total YTD Donations	<u>4,806.24</u>
----------------------------	------------------------

***\$6,500 has been collected for the Non-Motorized Path. \$4,360 was collected in the previous fiscal year.**

Enforcement Totals By Category

03/26/18

	Total Entries:	1
DUMPING	Total Entries:	1
JUNK	Total Entries:	2
JUNK VEHICLES	Total Entries:	8
OUTDOOR STORAGE	Total Entries:	5
SIGN	Total Entries:	1
WORK W/O PERMIT	Total Entries:	2
ZONING VIOLATION	Total Entries:	6

Total Records: 26

Population: All Records

Enforcement.DateFiled Between 1/1/2018 12:00:00 AM AND 3/23/2018 11:59

Enforcements Closed by Month

Type	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
	1	0	0	0	0	0	0	0	0	0	0	0	1
Dumping	0	0	1	0	0	0	0	0	0	0	0	0	1
Junk	1	0	1	0	0	0	0	0	0	0	0	0	2
Junk Vehicles	4	1	3	0	0	0	0	0	0	0	0	0	8
Outdoor Storage	3	0	2	0	0	0	0	0	0	0	0	0	5
Sign	1	0	0	0	0	0	0	0	0	0	0	0	1
Work W/O Permit	2	0	0	0	0	0	0	0	0	0	0	0	2
Zoning Violation	4	0	2	0	0	0	0	0	0	0	0	0	6
TOTALS:	16	1	9	0	0	0	0	0	0	0	0	0	26

Population: All Records

Enforcement.DateFiled Between 1/1/2018 12:00:00 AM AND 3/23/2018 11:59:59 PM

North Village Expenditures

Company	Description	Date	Amount
Whitmore Lake Properties, LLC	Deposit	5/4/2016	\$ 20,000.00
OHM Advisors	Prep of Parcel maps for property purchase	6/30/2016	\$ 387.00
OHM Advisors	Geotechnical Investigation	8/11/2016	\$ 14,400.00
Atwell, Inc.	ALTA Survey	8/31/2016	\$ 2,700.00
Whitmore Lake Properties, LLC	Purchase cost-Cashier's Check (minus deposit)	9/20/2016	\$ 316,940.37
McKenna Associates	Attend DDA meeting	Sept. 2016	\$ 220.00
OHM Advisors	MDOT easement & ALTA review	10/12/2016	\$ 1,108.50
McKenna Associates	Strategic Development Planning Contract	Multiple	\$ 16,500.00
SignsToYou	No Swimming Signs	10/5/2016	\$ 49.37
Paul Burns	Legal Fees - Property Closing	9/20/2016	\$ 1,200.00
OHM Advisors	Prop. Desc., sketch review, board mtg attendance	10/21/2016	\$ 1,289.50
Downtown Planning Group	Ribbon Cutting Ceremony*		
Dollar Bill Copying	Flyers	10/5/2016	\$ 300.54
Tim Saville (reimburse)	Ribbon Cutting Supplies	10/12/2016	\$ 40.49
Ann Arbor Portable Toilets	Porta-Potties	10/20/2016	\$ 160.00
A1 Engraving & Signs	Vinyl-Signs for Community Park	10/12/2016	\$ 254.40
Tami Menzel (reimburse)	Ribbon Cutting Supplies	10/19/2016	\$ 42.49
Alexander's Farm Market	Pumpkins	10/30/2016	\$ 50.00
Tim Saville (reimburse)	Straw Bales	10/22/2016	\$ 90.00
Rock Connection	limestone to fill holes in drive	10/22/2016	\$ 153.17
J&M Landscaping	Lawn mowing 10/21/16	11/16/2016	\$ 300.00
Northfield Township	Property Taxes	2/27/2017	\$ 20,080.14
Benchmark Outdoor Services	Tree Removal - down payment	2/27/2017	\$ 500.00
Benchmark Outdoor Services	Tree Removal - payment 2	4/6/2017	\$ 500.00
Benchmark Outdoor Services	Tree Removal - final payment	4/27/2017	\$ 150.00
McKenna Associates	RFP Discussion with Supervisor	May 2017	\$ 27.50
J&M Landscaping	Lawn Care 2017	Apr-Aug 2017	\$ 2,400.00
AJ's Maintenance Services	Sidewalk Snow Removal and Salt Application	Jan-Mar 2017	\$ 1,132.48
Northfield Township	2017 Summer Taxes	8/16/2017	\$ 15.47
McKenna Associates	Call w/ Trustee Beliger reg. site visit	July 2017	\$ 165.00
McKenna Associates	site visit to inspect trail locations	July 2017	\$ 330.00
McKenna Associates	North Village RFP - draft documents	10/31/2017	\$ 605.00
MMPW Services	Salt Application to sidewalks 11/12/17	12/13/2017	\$ 40.00
J&M Landscaping	lawn mowing Sept-Oct	Sept-Oct 2017	\$ 750.00
McKenna Associates	North Village RFP Prep - Oct 2017	1/10/2018	\$ 2,428.75
McKenna Associates	North Village RFP Prep - Nov 2017	1/10/2018	\$ 770.00
J&M Landscaping	Sidewalk Snow Removal and Salt Application	Dec 2017	\$ 1,950.00
J&M Landscaping	Sidewalk Snow Removal and Salt Application	Jan 2018	\$ 1,350.00
M-Live/Ann Arbor News	RFP Advertising	1/21/2018	\$ 82.19

Detroit News	RFP Advertising	1/21/2018	\$ 871.20
Observer & Eccentric	RFP Advertising	2/4/2018	\$ 162.90
Facebook Boost	RFP Advertising	1/29/2018	\$ 15.00
Staples Copy Center	RFP Distribution to developers & brokers	1/30/2018	\$ 232.50
McKenna Associates	Planning Services for RFP	02/14/18	\$ 1,020.00
J&M Landscaping	Snow removal & salt application feb 2018	03/08/18	\$ 1,800.00
McKenna Associates	RFP Planner Services	3/8/2018	No Charge
Urban Land Institute	RFP Advertising	3/23/2018	\$ 500.00

\$ 414,063.96

**NORTHFIELD TOWNSHIP
ASSESSING DEPARTMENT
QUARTERLY REPORT TO BOARD OF TRUSTEES
MEETING DATE: APRIL 10, 2018**

REPORT PERIOD: 2018 FIRST QUARTER
REPORT DATE: March 27, 2018

– **Appraisal Ratio Studies for 2018 assessments:** These studies were finalized in late November 2017 with cooperation of the Washtenaw County Equalization Department. The studies determine the starting level of assessment for the respective classification of properties for the 2018 assessment cycle. See below for Final Beginning Ratio.

– **Sales Ratio Study for 2018 assessments:** Work was also finalized in late November 2017 in cooperation with the Washtenaw County Equalization Department.

– **The 2018 Beginning Ratios** for each class are:

Agricultural 48.83 Ratio (indicating an overall assessment increase of 2.39%).
Commercial 47.29 Ratio (indicating an overall assessment increase of 5.73%).
Industrial 42.15 Ratio (indicating an overall assessment increase of 18.62%).
Residential 48.66 Ratio (indicating an overall assessment increase of 2.75%).
Developmental 48.74 Ratio (indicating an overall assessment increase of 2.55%).
The above beginning ratios were used for preparation of the 2018 assessment roll.

– **2018 Personal Property Statements:** Mailed on 2018/01/03 and were received and processed through the adjournment of the Board of Review.

– **2018 Assessment Change Notices:** For Real Property were mailed on 02/23/2018 and Personal Property were mailed on 02/27/2018.

– **March Board of Review:** The organizational meeting was on 03/07/2018 (NO APPEALS) and on March 14th and 16th to hear appeals by appointment. March 16 was the date of adjournment. The board heard a total of 48 appeals this year, of those 7 were for the Disabled Veteran Exemption and 13 for personal property. For reference the 2017 March board of Review heard a total of 40 appeals, of those 6 were Disabled Veteran Exemptions and 1 for personal property.

– **The 2018 Final Post Board of Review Equalization Ratios** for each class are:

Agricultural 49.89 Ratio.
Commercial 49.68 Ratio.
Industrial 49.92 Ratio.
Residential 49.75 Ratio.
Developmental 49.90 Ratio.

- Note ALL final ratios are required to be between 49.01 and 50.00 by statute.

– **2018 Assessor Reports timely filed with Washtenaw County Equalization:** 2018 Assessment Roll, L-4022, L-4025, L-4037 (Assessor and B.O.R. renditions), along with various other State required reports and the M.B.O.R. Log, along with electronic

backup of the BS&A Software 2018 assessing database, and various files requested by the Equalization department. – Delivered on March 26, 2018.

- **Assessing Database “Rollover”:** “Rollover” to the 2019 Assessment database was completed 3/27/2018; all changes will now be recorded in this database.

– **2018 Re-Inventory program:** Will begin weather permitting in May.

– This is a continuing project to annually update the assessment records.

– **2018 Re-Inventory program data entry update:** Data entry of the changes identified during the re-inventory program has temporarily ceased, during the March Board of Review. Data entry will restart in later this spring.

– **New Construction Permit Review:** Scheduled to start weather permitting in May.

Michigan Tax Tribunals:

Small Claims: Two cases pending. Cases of note are:

– Docket #17-004241 hearing date was February 16, 2018. Currently we are waiting to receive the final order from the M.T.T.

– Docket #17-0002136 hearing is scheduled for April 6, 2018 – Valuation disclosures have been filed as required. - Settlement communications are open.

Michigan Tax Tribunals:

Entire Tribunal: Currently, we have a total of 1 case active:

– “Links at Whitmore Lake Inc” – Docket(s) #17-002627 and #17-002645 Petition pertains to 8 parcels.

Settlement discussions are in progress. The Township Attorney has issued a first round of interrogatories.

- Valuation disclosures are due on 2018/04/20.

- NO settlement offer had been received as of 2018/03/27.

- Note: In April of 2017 MTT Docket #15-003250 (2015 & 2016) was withdrawn by petitioner.

– **Mobile Home Park:** Continuing Review.

– This is a continuing project to annually update the assessment records and will resume in mid to late 2018.

– Recently the S.T.C. has re-affirmed that improvements on mobile home sites must be inventoried and accounted for on Assessment Rolls.

– This pertains to items not specifically exempted by the \$3.00 per month specific tax. The items are typically garages, carports, additions, sheds, decks, porches. These are items NOT included as part of the ORIGINALLY constructed mobile home unit.

Respectfully submitted,
Thomas D. Monchak, Assessor

PHONE: 810-231-1000
FAX: 810-231-4295



P.O. Box 157
10405 Merrill Road
Hamburg, Michigan 48139-0157

NOTICE OF INTENT TO PREPARE A MASTER PLAN

Hamburg Township, in Livingston County, Michigan, announces its intent to start the process to review and prepare a new edition of the Hamburg Township Master Plan and related documents (M-36 Corridor Plan, Village Center Master Plan) and requests the cooperation of, and comments from, the recipients of this notice.

The notice has been sent to local government agencies (adjacent municipalities and Livingston County planning commissions); public utility companies, railroad companies, and public transportation agencies owning or operating within the township; and the county road commission and the state transportation department as required by Section 39 of the Michigan Planning Enabling Act (MCL 125.3839).

Hamburg Township intends to utilize electronic mail and its website for future required submittals regarding the development and approval of the Master Plan Update. If your agency does not want to Township to send future submittals via electronic mail and would rather receive a hard copy of the submittal, your agency may respond by objecting to the use of electronic mail. Electronic mail may contain a link to a website on which the submittal is posted if the website is accessible to the public free of charge as allowed in Section 39 of the Michigan Planning Enabling Act (MCL 125.3839).

If you have any question or concerns please contact the Hamburg Township Planning and Zoning Direct, Amy Steffens at asteffens@hamburg.mi.us.

Marlene Chockley

From: Janet M. Chick <jchick711@aol.com>
Sent: Saturday, March 24, 2018 2:09 PM
To: Board of Trustees; Steven Aynes

Planning Commission Report

The Planning Commission met on March 21, 2018

The PC continues to work on reviewing and revising ordinances. Section 36-724 referencing Temporary Specialty Stores was discussed. The ordinance as it is currently written referred mostly to Christmas trees sales during the Christmas season. In anticipation of other items that could be sold on holidays including Halloween, Thanksgiving and Fourth of July, etc. the review will address those as well.

The topic of fees for permitting these temporary sales set ups was also discussed. A review by the board to consider fees that are appropriate for acquiring a certificate of occupancy for a temporary sales structure will be requested.

We are on schedule with our timeline for reviewing Urgent, minor and major amendments.

Janet M. Chick

"Real character is revealed through adversity" ~ Tony Dungy

MEMO

To: Northfield Township Board
From: Lenore Zelenock, LPC Township Board Representative
Date: 04/04/18
Re: Land Preservation Committee (LPC) Update

The next Land Preservation Committee (LPC) meeting is Thursday, April 12th. The LPC meets once a month on the 2nd Thursday of the month at 7:00 PM at the Public Safety Building. Therefore, the LPC has not met since the last report to the Township Board on March 13th.

As mentioned at the Board meeting on March 13th, the LPC members are working on creating a fact postcard on the benefits of land preservation. A couple of items we would like to emphasize is having land preservation and development should be done together. (It is an 'and' and not an 'or'). Another item is if a land owner decides to "preserve" his/her land through a conservation easement, the land still remains on the tax roll. These are just a couple of items that will be on our fact postcard.

P.S. Like us on Facebook at Northfield Township Land Preservation Committee.

Northfield Township
Financial Report
Month Ending, March 31, 2018

This report is a summary of the Township's investments and checking accounts at the end of March 31, 2018. By the time of our April 10th meeting, three CDs will have matured - one for WWTP and two for MIF. As mentioned at our Board meeting on March 27th, I will reinvest the MIF monies in shorter CDs since this money is for the fire truck. For the WWTP, I will reinvest in a longer CD if available.

Type	Fund/Account	Issuer	Value	Interest Rate	Purchase Date	Maturity Date	Accrued Interest	Interest Income
CD	WWTP	Morgan Stanley*	28,056.20	Zero Coupon	6/16/2009	5/20/2019	10,145.86	
CD	WWTP	Morgan Stanley*	250,000.00	1.60%	1/8/2018	7/11/2018	526.02	
CD	WWTP	Morgan Stanley*	250,000.00	1.45%	1/11/2018	4/17/2018	417.12	
CD	WWTP	Morgan Stanley*	<u>22,000.00</u>	1.25%	9/28/2017	4/4/2018	<u>110.75</u>	
Total WWTP			\$550,056.20				\$11,199.75	\$0.00
CD	MIF (Fire Truck)	Morgan Stanley*	\$250,000.00	1.25%	9/28/2017	4/4/2018	1,258.56	
CD	MIF (Fire Truck)	Morgan Stanley*	<u>\$228,000.00</u>	1.25%	9/28/2017	4/4/2018	<u>1,147.80</u>	
Total MIF			\$478,000.00				2,406.36	0.00
Total Investments			\$1,028,056.20				\$13,606.11	\$0.00
							2018	Month
							Interest Paid	Interest Earned
Checking	MIF	1st National Bank	\$4,927,039.09	0.15%			\$1,542.92	\$648.77
Checking	Federal Drug Forfeiture	1st National Bank	223,561.02					
Checking	Police Narcotics	1st National Bank	147,222.42					
Checking	Trust & Agency	1st National Bank	51,073.71					
Checking	Health Account	1st National Bank	5,960.75					
Checking	Payroll	1st National Bank	7,640.05					
Checking	Tax Account	1st National Bank	<u>62,357.24</u>					
Total Checking			\$5,424,854.28				\$1,542.92	\$648.77
Total Investments and Checking			\$6,452,910.48				\$15,149.03	\$648.77

* Please note the Morgan Stanley Numbers are from February 2018. At the time of the report, the March numbers were not available.

This report is intended to satisfy the reporting requirements as established under Public Act 20 of 1943 as amended.

4/4/2018
Submitted by: Lenore Zelenock, Treasurer

User: YVETTE

PERIOD ENDING 03/31/2018

DB: Northfield

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-426.000	PRIOR YEAR TAX INTEREST	1,763.70	500.00	708.42	(208.42)	141.68
101-000-452.000	PEDDLER'S LICENSES	2.00	350.00	165.00	185.00	47.14
101-000-453.000	CABLEVISION FRANCHISE FEES	97,248.97	98,000.00	71,541.50	26,458.50	73.00
101-000-455.000	FIBER FOOTAGE FEES	10,370.86	10,000.00	0.00	10,000.00	0.00
101-000-573.000	STATE REVENUE SHARING - LCSA	4,573.49	4,573.00	2,492.95	2,080.05	54.51
101-000-574.000	STATE SHARED REVENUE	685,603.00	690,000.00	482,248.00	207,752.00	69.89
101-000-590.000	GRANT INCOME	0.00	221,633.00	225,766.05	(4,133.05)	101.86
101-000-626.000	COPY & FOIA INCOME	26.23	100.00	122.70	(22.70)	122.70
101-000-655.000	ORDINANCE FINES	2,407.45	0.00	2,331.15	(2,331.15)	100.00
101-000-665.000	INTEREST INCOME	2,376.86	1,000.00	3,768.06	(2,768.06)	376.81
101-000-666.000	DIVIDENDS	7,577.31	0.00	0.00	0.00	0.00
101-000-671.000	REIMBURSEMENT/OTHER INCOME	6,947.17	150.00	2,130.67	(1,980.67)	1,420.45
101-000-673.000	SALE OF FIXED ASSET	12,000.00	0.00	0.00	0.00	0.00
101-000-675.000	CONTRIBUTION-PRIVATE SOURCES	0.00	0.00	350.00	(350.00)	100.00
101-000-684.000	CELL TOWER INCOME	2,800.00	0.00	0.00	0.00	0.00
101-000-688.000	RENTAL INCOME - BARKER RD	9,960.00	0.00	0.00	0.00	0.00
Total Dept 000		843,657.04	1,026,306.00	791,624.50	234,681.50	77.13
Dept 191 - ELECTIONS						
101-191-671.000	REIMBURSEMENT/OTHER INCOME	10,355.81	6,500.00	4,549.06	1,950.94	69.99
Total Dept 191 - ELECTIONS		10,355.81	6,500.00	4,549.06	1,950.94	69.99
Dept 253 - TREASURER						
101-253-402.000	CURRENT PROPERTY TAX	263,055.07	268,000.00	253,505.38	14,494.62	94.59
101-253-404.000	MOBILE HOME LICENSE FEES	2,874.00	2,850.00	2,106.50	743.50	73.91
101-253-445.000	PENALTY & INTEREST ON TAXES	6,103.58	3,500.00	2,469.07	1,030.93	70.54
101-253-627.000	SUMMER TAX PREPARATION	13,665.00	14,000.00	13,740.00	260.00	98.14
101-253-680.000	TAX ADMINISTRATION FEES	150,103.75	150,000.00	140,364.91	9,635.09	93.58
Total Dept 253 - TREASURER		435,801.40	438,350.00	412,185.86	26,164.14	94.03
Dept 336 - CONTRIBUTIONS						
101-336-625.000	SEWER ADMINISTRATION	48,560.00	48,560.00	0.00	48,560.00	0.00
101-336-694.000	NON-MOTORIZED PATH	4,360.00	2,141.00	2,140.84	0.16	99.99
Total Dept 336 - CONTRIBUTIONS		52,920.00	50,701.00	2,140.84	48,560.16	4.22
Dept 412 - PLANNING/ZONING DEPT						
101-412-477.000	ZONING COMPLIANCE PERMITS	12,505.00	9,500.00	7,350.00	2,150.00	77.37
101-412-608.000	VARIANCES/APPEALS	1,430.00	2,000.00	3,645.00	(1,645.00)	182.25
101-412-614.000	PLANNING FEES	5,750.00	4,000.00	0.00	4,000.00	0.00
101-412-629.000	ZONING COPIES	55.60	25.00	0.00	25.00	0.00
101-412-637.000	SPLIT APPLICATIONS	2,240.00	2,400.00	135.00	2,265.00	5.63
101-412-671.000	REIMBURSEMENT/OTHER INCOME	0.00	845.00	2,630.00	(1,785.00)	311.24
Total Dept 412 - PLANNING/ZONING DEPT		21,980.60	18,770.00	13,760.00	5,010.00	73.31
Dept 666 - COMMUNITY CENTER						
101-666-590.000	GRANT INCOME	0.00	8,000.00	8,000.00	0.00	100.00

User: YVETTE

PERIOD ENDING 03/31/2018

DB: Northfield

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
101-666-643.000	CC TRIPS	6,311.00	5,000.00	3,372.00	1,628.00	67.44
101-666-644.000	CC PROGRAMS	4,842.75	4,000.00	6,419.50	(2,419.50)	160.49
101-666-671.000	REIMBURSEMENT/OTHER INCOME	8,500.00	8,500.00	92.26	8,407.74	1.09
101-666-676.000	CONTRIBUTIONS - SCC	2,699.15	1,750.00	1,985.40	(235.40)	113.45
Total Dept 666 - COMMUNITY CENTER		22,352.90	27,250.00	19,869.16	7,380.84	72.91
TOTAL REVENUES		1,387,067.75	1,567,877.00	1,244,129.42	323,747.58	79.35
Expenditures						
Dept 101 - TOWNSHIP BOARD						
101-101-701.000	SALARIES	9,999.86	10,000.00	8,749.93	1,250.07	87.50
101-101-715.000	SOCIAL SECURITY	765.01	765.00	621.56	143.44	81.25
101-101-807.000	MEMBERSHIP DUES	10,349.81	10,500.00	2,594.00	7,906.00	24.70
101-101-836.000	WELFARE COSTS	10,000.00	10,000.00	0.00	10,000.00	0.00
101-101-860.000	FUEL & MILEAGE	0.00	500.00	190.46	309.54	38.09
101-101-900.000	PRINTING & PUBLICATIONS	6,511.35	7,500.00	5,833.15	1,666.85	77.78
101-101-956.000	MISCELLANEOUS	1,050.06	800.00	800.00	0.00	100.00
101-101-957.000	TRAINING & DEVELOPMENT	149.00	500.00	214.00	286.00	42.80
Total Dept 101 - TOWNSHIP BOARD		38,825.09	40,565.00	19,003.10	21,561.90	46.85
Dept 171 - SUPERVISOR						
101-171-701.000	SALARIES	12,499.90	12,500.00	9,134.63	3,365.37	73.08
101-171-715.000	SOCIAL SECURITY	993.02	957.00	698.80	258.20	73.02
101-171-807.000	MEMBERSHIP DUES	0.00	120.00	0.00	120.00	0.00
101-171-860.000	FUEL & MILEAGE	483.64	400.00	163.13	236.87	40.78
101-171-956.000	MISCELLANEOUS	61.03	0.00	0.00	0.00	0.00
101-171-957.000	TRAINING & DEVELOPMENT	764.30	750.00	333.50	416.50	44.47
Total Dept 171 - SUPERVISOR		14,801.89	14,727.00	10,330.06	4,396.94	70.14
Dept 172 - TOWNSHIP MANAGER						
101-172-701.000	SALARIES	64,939.21	68,750.00	46,153.92	22,596.08	67.13
101-172-704.000	CLERICAL/DEP /SUPER/ELECTION	29,043.94	29,640.00	20,849.74	8,790.26	70.34
101-172-715.000	SOCIAL SECURITY	11,359.68	11,107.00	7,742.36	3,364.64	69.71
101-172-716.000	HOSPITALIZATION	1,500.00	20,960.00	17,594.11	3,365.89	83.94
101-172-717.000	LIFE/DISB. INSURANCE	569.03	780.00	672.90	107.10	86.27
101-172-718.000	PENSION	5,061.40	6,875.00	3,173.06	3,701.94	46.15
101-172-722.000	CONTROLLER	52,709.45	46,800.00	34,683.75	12,116.25	74.11
101-172-734.000	BONUS	300.00	0.00	0.00	0.00	0.00
101-172-807.000	MEMBERSHIP DUES	0.00	0.00	130.00	(130.00)	100.00
101-172-818.000	CONTRACTUAL SERVICES	7,076.11	4,000.00	550.00	3,450.00	13.75
101-172-850.000	COMMUNICATION	306.10	550.00	286.46	263.54	52.08
101-172-860.000	FUEL & MILEAGE	186.39	500.00	0.00	500.00	0.00
101-172-927.000	ALLOCATE TO DEPARTMENTS	(41,964.16)	(32,748.00)	(1,930.50)	(30,817.50)	5.90
101-172-957.000	TRAINING & DEVELOPMENT	410.00	500.00	470.50	29.50	94.10
Total Dept 172 - TOWNSHIP MANAGER		131,497.15	157,714.00	130,376.30	27,337.70	82.67
Dept 191 - ELECTIONS						
101-191-702.000	SALARIES	0.00	8,000.00	3,443.00	4,557.00	43.04
101-191-704.000	CLERICAL/DEP /SUPER/ELECTION	10,550.34	0.00	0.00	0.00	0.00

User: YVETTE

PERIOD ENDING 03/31/2018

DB: Northfield

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
101-191-715.000	SOCIAL SECURITY	58.67	615.00	263.40	351.60	42.83
101-191-727.000	SUPPLIES	7,288.55	5,000.00	1,362.99	3,637.01	27.26
101-191-818.000	CONTRACTUAL SERVICES	675.00	1,000.00	600.00	400.00	60.00
101-191-851.000	POSTAGE	1,809.27	1,000.00	895.15	104.85	89.52
101-191-900.000	PRINTING & PUBLICATIONS	1,181.63	1,200.00	2,690.21	(1,490.21)	224.18
101-191-930.000	REPAIRS & MAINTENANCE	0.00	0.00	518.00	(518.00)	100.00
Total Dept 191 - ELECTIONS		21,563.46	16,815.00	9,772.75	7,042.25	58.12
Dept 215 - CLERK						
101-215-701.000	SALARIES	12,499.90	12,500.00	9,134.63	3,365.37	73.08
101-215-703.000	DEPUTY SALARIES	40,600.00	41,892.00	30,521.60	11,370.40	72.86
101-215-715.000	SOCIAL SECURITY	4,236.62	4,161.00	3,033.70	1,127.30	72.91
101-215-716.000	HOSPITALIZATION	6,863.47	8,650.00	6,741.31	1,908.69	77.93
101-215-717.000	LIFE/DISB. INSURANCE	494.28	605.00	430.02	174.98	71.08
101-215-718.000	PENSION	4,060.00	4,189.00	3,052.16	1,136.84	72.86
101-215-723.000	RECORD SEC	12,855.00	7,720.00	3,840.00	3,880.00	49.74
101-215-734.000	BONUS	300.00	0.00	0.00	0.00	0.00
101-215-807.000	MEMBERSHIP DUES	0.00	100.00	0.00	100.00	0.00
101-215-860.000	FUEL & MILEAGE	273.92	150.00	108.60	41.40	72.40
101-215-922.000	LATE FEES AND PENALTIES	0.00	5.00	5.00	0.00	100.00
101-215-957.000	TRAINING & DEVELOPMENT	248.23	500.00	0.00	500.00	0.00
Total Dept 215 - CLERK		82,431.42	80,472.00	56,867.02	23,604.98	70.67
Dept 228 - INFORMATION TECHNOLOGY						
101-228-936.000	SOFTWARE	0.00	14,220.00	12,809.11	1,410.89	90.08
101-228-948.000	COMPUTER SERVICES	0.00	15,060.00	6,868.00	8,192.00	45.60
Total Dept 228 - INFORMATION TECHNOLOGY		0.00	29,280.00	19,677.11	9,602.89	67.20
Dept 247 - BOARD OF REVIEW						
101-247-706.000	BOARD OF REVIEW FEE	825.00	2,000.00	1,029.00	971.00	51.45
101-247-715.000	SOCIAL SECURITY	63.13	153.00	78.70	74.30	51.44
101-247-723.000	RECORD SEC	1,280.00	1,500.00	390.00	1,110.00	26.00
101-247-900.000	PRINTING & PUBLICATIONS	682.00	800.00	682.00	118.00	85.25
101-247-956.000	MISCELLANEOUS	0.00	125.00	67.61	57.39	54.09
101-247-959.000	TRIBUNALS AND DRAINS	16,114.18	10,000.00	558.40	9,441.60	5.58
Total Dept 247 - BOARD OF REVIEW		18,964.31	14,578.00	2,805.71	11,772.29	19.25
Dept 253 - TREASURER						
101-253-701.000	SALARIES	12,499.90	12,500.00	9,134.63	3,365.37	73.08
101-253-703.000	DEPUTY SALARIES	33,587.54	39,686.00	27,398.34	12,287.66	69.04
101-253-704.000	CLERICAL/DEP /SUPER/ELECTION	22,543.14	23,400.00	14,141.25	9,258.75	60.43
101-253-715.000	SOCIAL SECURITY	5,220.58	5,954.00	3,645.98	2,308.02	61.24
101-253-716.000	HOSPITALIZATION	11,153.61	13,200.00	9,100.65	4,099.35	68.94
101-253-717.000	LIFE/DISB. INSURANCE	311.04	668.00	412.83	255.17	61.80
101-253-718.000	PENSION	1,684.94	3,969.00	2,755.05	1,213.95	69.41
101-253-734.000	BONUS	300.00	0.00	0.00	0.00	0.00
101-253-803.000	LEGAL	6,000.00	6,000.00	4,500.00	1,500.00	75.00
101-253-804.000	TAX STATEMENT PREPARATION	2,355.39	1,700.00	610.59	1,089.41	35.92
101-253-807.000	MEMBERSHIP DUES	10.00	120.00	100.00	20.00	83.33

User: YVETTE

PERIOD ENDING 03/31/2018

DB: Northfield

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
101-253-818.000	CONTRACTUAL SERVICES	11,025.33	0.00	0.00	0.00	0.00
101-253-851.000	POSTAGE	4,469.06	3,800.00	1,597.69	2,202.31	42.04
101-253-860.000	FUEL & MILEAGE	682.19	325.00	289.51	35.49	89.08
101-253-927.000	ALLOCATE TO DEPARTMENTS	(25,309.00)	(17,103.00)	(2,235.00)	(14,868.00)	13.07
101-253-956.000	MISCELLANEOUS	510.94	750.00	245.68	504.32	32.76
101-253-957.000	TRAINING & DEVELOPMENT	1,480.50	750.00	244.50	505.50	32.60
Total Dept 253 - TREASURER		88,525.16	95,719.00	71,941.70	23,777.30	75.16
Dept 257 - ASSESSING						
101-257-709.000	ASST ASSESSOR	42,180.00	43,140.00	31,431.21	11,708.79	72.86
101-257-715.000	SOCIAL SECURITY	3,249.72	3,301.00	2,404.49	896.51	72.84
101-257-716.000	HOSPITALIZATION	18,386.54	17,830.00	13,923.68	3,906.32	78.09
101-257-717.000	LIFE/DISB. INSURANCE	545.28	668.00	439.65	228.35	65.82
101-257-718.000	PENSION	4,218.00	4,314.00	3,143.12	1,170.88	72.86
101-257-727.000	SUPPLIES	777.95	1,000.00	10.39	989.61	1.04
101-257-734.000	BONUS	300.00	0.00	0.00	0.00	0.00
101-257-807.000	MEMBERSHIP DUES	13.00	250.00	13.00	237.00	5.20
101-257-818.000	CONTRACTUAL SERVICES	63,704.96	64,640.00	46,666.64	17,973.36	72.19
101-257-851.000	POSTAGE	1,870.38	2,500.00	1,959.97	540.03	78.40
101-257-860.000	FUEL & MILEAGE	154.16	200.00	31.03	168.97	15.52
101-257-900.000	PRINTING & PUBLICATIONS	1,250.70	1,500.00	1,263.12	236.88	84.21
101-257-927.000	ALLOCATE TO DEPARTMENTS	(34,280.00)	(37,933.00)	(2,436.00)	(35,497.00)	6.42
101-257-957.000	TRAINING & DEVELOPMENT	25.00	500.00	20.00	480.00	4.00
Total Dept 257 - ASSESSING		102,395.69	101,910.00	98,870.30	3,039.70	97.02
Dept 265 - HALL AND GROUNDS						
101-265-710.000	JANITORIAL SALARIES	5,895.00	6,435.00	4,599.90	1,835.10	71.48
101-265-715.000	SOCIAL SECURITY	450.99	493.00	351.91	141.09	71.38
101-265-727.000	SUPPLIES	10,251.12	11,000.00	7,394.58	3,605.42	67.22
101-265-731.000	WORKERS COMP INSURANCE	2,379.70	3,178.00	0.00	3,178.00	0.00
101-265-816.000	GROUNDS/CLEANG/JANITORL SERVIC	12,825.02	17,500.00	18,580.00	(1,080.00)	106.17
101-265-821.000	PSB MAINT & OPS ALLOCATION	33,403.16	46,667.00	2,828.00	43,839.00	6.06
101-265-850.000	COMMUNICATION	6,463.58	2,700.00	1,842.52	857.48	68.24
101-265-851.000	POSTAGE	2,673.20	5,000.00	1,665.01	3,334.99	33.30
101-265-910.000	INSURANCE & BONDS	23,875.00	24,068.00	500.00	23,568.00	2.08
101-265-920.000	UTILITIES	197.50	205.00	126.15	78.85	61.54
101-265-927.000	ALLOCATE TO DEPARTMENTS	(3,690.00)	(4,000.00)	(118.00)	(3,882.00)	2.95
101-265-929.000	GRANT EXPENSE	0.00	440.00	439.85	0.15	99.97
101-265-930.000	REPAIRS & MAINTENANCE	20,065.80	4,800.00	1,081.00	3,719.00	22.52
101-265-938.000	CHARGEBACKS - PRIOR TAX YEARS	1,049.80	1,801.00	1,700.49	100.51	94.42
101-265-940.000	RENTAL EQUIPMENT	5,756.39	5,400.00	3,813.27	1,586.73	70.62
101-265-956.000	MISCELLANEOUS	10.00	300.00	0.00	300.00	0.00
Total Dept 265 - HALL AND GROUNDS		121,606.26	125,987.00	44,804.68	81,182.32	35.56
Dept 270 - LEGAL/PROFESSIONAL						
101-270-800.000	OTHER PROFESSIONAL FEES	5,000.00	0.00	0.00	0.00	0.00
101-270-802.000	AUDIT FEES	6,300.00	6,300.00	6,300.00	0.00	100.00
101-270-803.000	LEGAL	123,494.64	96,000.00	60,429.66	35,570.34	62.95
101-270-806.000	ENGINEER	32,943.78	10,000.00	837.50	9,162.50	8.38
101-270-927.000	ALLOCATE TO DEPARTMENTS	(45,600.00)	(45,600.00)	(34,200.00)	(11,400.00)	75.00

User: YVETTE

PERIOD ENDING 03/31/2018

DB: Northfield

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 270 - LEGAL/PROFESSIONAL		122,138.42	66,700.00	33,367.16	33,332.84	50.03
Dept 336 - CONTRIBUTIONS						
101-336-933.000	CONTRIBUTION - INDEPENDENCE DAY CELEBRAT	2,500.00	2,500.00	0.00	2,500.00	0.00
101-336-964.000	CONTRIBUTION-FIRE & MED RES	25,000.00	13,718.00	0.00	13,718.00	0.00
Total Dept 336 - CONTRIBUTIONS		27,500.00	16,218.00	0.00	16,218.00	0.00
Dept 412 - PLANNING/ZONING DEPT						
101-412-707.000	ZBA SALARIES	6,306.25	23,800.00	4,425.00	19,375.00	18.59
101-412-715.000	SOCIAL SECURITY	1,308.63	2,739.00	860.62	1,878.38	31.42
101-412-723.000	RECORD SEC	9,620.00	7,020.00	2,790.00	4,230.00	39.74
101-412-726.000	PLANN COMM	10,800.00	12,000.00	6,200.00	5,800.00	51.67
101-412-727.000	SUPPLIES	0.00	200.00	0.00	200.00	0.00
101-412-800.000	OTHER PROFESSIONAL FEES	10.00	1,000.00	0.00	1,000.00	0.00
101-412-801.000	PLANNER FEES	35,050.50	47,250.00	26,988.75	20,261.25	57.12
101-412-809.000	CODE ENFORCEMENT	4,100.00	0.00	200.00	(200.00)	100.00
101-412-823.000	ZONING ADMINISTRATION	10,937.50	12,000.00	8,414.75	3,585.25	70.12
101-412-851.000	POSTAGE	189.75	250.00	215.10	34.90	86.04
101-412-860.000	FUEL & MILEAGE	570.29	500.00	658.14	(158.14)	131.63
101-412-900.000	PRINTING & PUBLICATIONS	2,753.29	2,500.00	938.91	1,561.09	37.56
101-412-927.000	ALLOCATE TO DEPARTMENTS	23,467.00	29,974.00	1,777.00	28,197.00	5.93
101-412-957.000	TRAINING & DEVELOPMENT	1,530.00	1,500.00	0.00	1,500.00	0.00
Total Dept 412 - PLANNING/ZONING DEPT		106,643.21	140,733.00	53,468.27	87,264.73	37.99
Dept 448 - STREET LIGHTS						
101-448-920.000	UTILITIES	38,072.30	38,000.00	25,641.58	12,358.42	67.48
Total Dept 448 - STREET LIGHTS		38,072.30	38,000.00	25,641.58	12,358.42	67.48
Dept 449 - ROAD WORK						
101-449-805.000	PATHWAYS AND SIDEWALKS	259,691.07	0.00	0.00	0.00	0.00
101-449-813.000	ROADWORK	28,460.25	37,000.00	28,761.86	8,238.14	77.73
101-449-814.000	ROAD IMPROVEMENTS	93,465.05	122,530.00	96,610.43	25,919.57	78.85
101-449-929.000	GRANT EXPENSE	76,510.62	75,897.00	75,896.55	0.45	100.00
Total Dept 449 - ROAD WORK		458,126.99	235,427.00	201,268.84	34,158.16	85.49
Dept 666 - COMMUNITY CENTER						
101-666-701.000	SALARIES	44,960.00	45,989.00	33,509.54	12,479.46	72.86
101-666-702.000	SALARIES	1,253.44	4,830.00	0.00	4,830.00	0.00
101-666-710.000	JANITORIAL SALARIES	4,160.00	4,420.00	3,120.00	1,300.00	70.59
101-666-715.000	SOCIAL SECURITY	4,014.98	4,226.00	2,722.23	1,503.77	64.42
101-666-716.000	HOSPITALIZATION	9,126.39	9,300.00	6,645.12	2,654.88	71.45
101-666-717.000	LIFE/DISB. INSURANCE	524.16	642.00	461.52	180.48	71.89
101-666-718.000	PENSION	4,496.00	4,599.00	3,350.72	1,248.28	72.86
101-666-727.000	SUPPLIES	1,723.27	2,000.00	870.71	1,129.29	43.54
101-666-731.000	WORKERS COMP INSURANCE	468.82	549.00	0.00	549.00	0.00
101-666-807.000	MEMBERSHIP DUES	110.00	125.00	120.00	5.00	96.00
101-666-812.000	CC TRIPS	4,460.98	3,600.00	4,557.83	(957.83)	126.61
101-666-815.000	CC PROGRAMS	9,311.41	10,000.00	7,900.14	2,099.86	79.00
101-666-816.000	GROUNDS/CLEANG/JANITORL SERVIC	2,141.92	3,425.00	2,525.00	900.00	73.72

User: YVETTE

PERIOD ENDING 03/31/2018

DB: Northfield

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
101-666-822.000	SENIOR NUTRITION	2,415.12	2,000.00	1,164.81	835.19	58.24
101-666-836.000	COMMUNITY EXPENSE	1,004.30	1,750.00	777.25	972.75	44.41
101-666-850.000	COMMUNICATION	2,491.64	2,760.00	2,083.83	676.17	75.50
101-666-851.000	POSTAGE	857.80	800.00	195.57	604.43	24.45
101-666-860.000	FUEL & MILEAGE	0.00	200.00	0.00	200.00	0.00
101-666-900.000	PRINTING & PUBLICATIONS	630.00	1,300.00	0.00	1,300.00	0.00
101-666-910.000	INSURANCE & BONDS	1,083.00	1,131.00	0.00	1,131.00	0.00
101-666-920.000	UTILITIES	2,874.21	3,036.00	1,578.31	1,457.69	51.99
101-666-922.000	LATE FEES AND PENALTIES	0.00	125.00	224.23	(99.23)	179.38
101-666-929.000	GRANT EXPENSE	0.00	7,560.00	3,718.30	3,841.70	49.18
101-666-930.000	REPAIRS & MAINTENANCE	7,960.75	3,500.00	1,422.38	2,077.62	40.64
101-666-936.000	SOFTWARE	0.00	0.00	63.90	(63.90)	100.00
101-666-940.000	RENTAL EQUIPMENT	831.65	2,400.00	1,616.19	783.81	67.34
101-666-970.000	EQUIPMENT	219.00	0.00	19.97	(19.97)	100.00
Total Dept 666 - COMMUNITY CENTER		107,118.84	120,267.00	78,647.55	41,619.45	65.39
Dept 753 - RECREATION BOARD						
101-753-727.000	SUPPLIES	4,058.83	4,800.00	193.09	4,606.91	4.02
101-753-931.000	PARK MAINTENANCE	0.00	200.00	143.49	56.51	71.75
Total Dept 753 - RECREATION BOARD		4,058.83	5,000.00	336.58	4,663.42	6.73
Dept 757 - PARKS						
101-757-801.000	PLANNER FEES	16,500.00	0.00	0.00	0.00	0.00
Total Dept 757 - PARKS		16,500.00	0.00	0.00	0.00	0.00
Dept 850 - TOWNSHIP CONTINGENCY						
101-850-905.000	CONTINGENCY FUNDS	3,041.03	5,000.00	0.00	5,000.00	0.00
Total Dept 850 - TOWNSHIP CONTINGENCY		3,041.03	5,000.00	0.00	5,000.00	0.00
Dept 900 - CAPITAL OUTLAY						
101-900-972.000	COMPUTER	1,984.81	2,000.00	375.00	1,625.00	18.75
101-900-978.000	LAND ACQUISITION	360,728.48	15.00	15.47	(0.47)	103.13
Total Dept 900 - CAPITAL OUTLAY		362,713.29	2,015.00	390.47	1,624.53	19.38
Dept 905 - DEBT SERVICE						
101-905-985.000	PSB SHARE OF BOND PMT	84,695.26	83,334.00	0.00	83,334.00	0.00
Total Dept 905 - DEBT SERVICE		84,695.26	83,334.00	0.00	83,334.00	0.00
Dept 999 - TRANSFERS OUT						
101-999-999.000	TRANSFER OUT	250,000.00	0.00	0.00	0.00	0.00
Total Dept 999 - TRANSFERS OUT		250,000.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		2,201,218.60	1,390,461.00	857,569.18	532,891.82	61.68

04/04/2018 02:22 PM

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 7/32

User: YVETTE

PERIOD ENDING 03/31/2018

DB: Northfield

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		1,387,067.75	1,567,877.00	1,244,129.42	323,747.58	79.35
TOTAL EXPENDITURES		2,201,218.60	1,390,461.00	857,569.18	532,891.82	61.68
NET OF REVENUES & EXPENDITURES		(814,150.85)	177,416.00	386,560.24	(209,144.24)	217.88
BEG. FUND BALANCE		1,603,498.65	789,347.80	789,347.80		
END FUND BALANCE		789,347.80	966,763.80	1,175,908.04		

User: YVETTE
DB: Northfield

PERIOD ENDING 03/31/2018
% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 207 - LAW ENFORCEMENT FUND						
Revenues						
Dept 000						
207-000-402.000	CURRENT PROPERTY TAX	1,480,665.64	1,514,980.00	1,427,082.38	87,897.62	94.20
207-000-441.000	STATE REVENUE SHARING - LCSA	25,227.87	25,228.00	13,752.98	11,475.02	54.51
207-000-445.000	PENALTY & INTEREST ON TAXES	473.32	500.00	138.21	361.79	27.64
207-000-570.000	LIQUOR LICENSE & PERMITS	3,386.35	3,000.00	3,436.95	(436.95)	114.57
207-000-626.000	COPY & FOIA INCOME	1,224.80	1,300.00	2,095.78	(795.78)	161.21
207-000-635.000	EMERGENCY COST RECOVERY	7,594.50	1,000.00	1,412.25	(412.25)	141.23
207-000-656.000	FINES & COURT FEES	17,730.03	22,000.00	13,751.64	8,248.36	62.51
207-000-658.000	IMPOUND FEES	4,240.00	3,000.00	3,200.00	(200.00)	106.67
207-000-664.000	FEES PAID FOR OFFICER WAGES	3,909.15	6,500.00	9,191.20	(2,691.20)	141.40
207-000-671.000	REIMBURSEMENT/OTHER INCOME	4,651.52	3,000.00	1,911.08	1,088.92	63.70
207-000-673.000	SALE OF FIXED ASSET	0.00	9,000.00	1,710.00	7,290.00	19.00
207-000-681.000	OT REIMBURSEMENT	12,356.23	17,000.00	6,071.85	10,928.15	35.72
207-000-684.000	CELL TOWER INCOME	0.00	0.00	3,213.00	(3,213.00)	100.00
Total Dept 000		1,561,459.41	1,606,508.00	1,486,967.32	119,540.68	92.56
Dept 336 - CONTRIBUTIONS						
207-336-588.000	CONTRIBUTION OTHER FUND(S)	35,000.00	35,000.00	0.00	35,000.00	0.00
207-336-683.000	CONTRIBUTION - INDEPENDENCE DAY CELEBRAT	1,500.00	1,500.00	0.00	1,500.00	0.00
Total Dept 336 - CONTRIBUTIONS		36,500.00	36,500.00	0.00	36,500.00	0.00
TOTAL REVENUES		1,597,959.41	1,643,008.00	1,486,967.32	156,040.68	90.50
Expenditures						
Dept 226 - PERSONNEL						
207-226-701.000	SALARIES	192,938.72	207,984.00	129,122.43	78,861.57	62.08
207-226-702.000	SALARIES	454,604.82	436,916.00	343,738.03	93,177.97	78.67
207-226-704.000	CLERICAL/DEP /SUPER/ELECTION	69,203.77	73,653.00	50,968.13	22,684.87	69.20
207-226-708.000	SALARIES-PART TIME	42,107.13	40,000.00	24,651.22	15,348.78	61.63
207-226-710.000	JANITORIAL SALARIES	8,925.00	9,061.00	6,630.00	2,431.00	73.17
207-226-711.000	SALARIES-OVERTIME	48,070.54	40,000.00	31,464.76	8,535.24	78.66
207-226-714.000	HOLIDAY	36,305.94	39,654.00	34,205.05	5,448.95	86.26
207-226-715.000	SOCIAL SECURITY	67,007.12	68,000.00	49,872.60	18,127.40	73.34
207-226-716.000	HOSPITALIZATION	139,023.19	127,315.00	127,546.00	(231.00)	100.18
207-226-717.000	LIFE/DISB. INSURANCE	7,878.63	9,605.00	6,649.80	2,955.20	69.23
207-226-718.000	PENSION	67,587.24	70,000.00	49,120.06	20,879.94	70.17
207-226-719.000	EMPLOYEE FRINGE-LONGEVITY	6,000.00	6,750.00	6,750.00	0.00	100.00
207-226-730.000	MEDICAL TESTING	0.00	500.00	117.50	382.50	23.50
207-226-731.000	WORKERS COMP INSURANCE	22,215.92	25,640.00	0.00	25,640.00	0.00
207-226-741.000	UNIFORMS/GEAR & ALLOWANCE	5,991.49	7,000.00	6,156.00	844.00	87.94
207-226-927.000	ALLOCATE TO DEPARTMENTS	64,949.00	64,000.00	4,826.00	59,174.00	7.54
207-226-957.000	TRAINING & DEVELOPMENT	225.00	1,000.00	224.00	776.00	22.40
Total Dept 226 - PERSONNEL		1,233,033.51	1,227,078.00	872,041.58	355,036.42	71.07
Dept 265 - HALL AND GROUNDS						
207-265-721.000	UNEMPLOYMENT BENEFITS	0.00	1,121.00	1,121.37	(0.37)	100.03
207-265-821.000	PSB MAINT & OPS ALLOCATION	33,310.50	46,667.00	2,829.00	43,838.00	6.06
Total Dept 265 - HALL AND GROUNDS		33,310.50	47,788.00	3,950.37	43,837.63	8.27

User: YVETTE
DB: Northfield

PERIOD ENDING 03/31/2018
% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 207 - LAW ENFORCEMENT FUND						
Expenditures						
Dept 270 - LEGAL/PROFESSIONAL						
207-270-722.000	CONTROLLER	6,588.69	6,298.00	371.25	5,926.75	5.89
207-270-802.000	AUDIT FEES	2,250.00	2,250.00	2,250.00	0.00	100.00
207-270-803.000	LEGAL	42,000.10	40,000.00	43,275.83	(3,275.83)	108.19
Total Dept 270 - LEGAL/PROFESSIONAL		50,838.79	48,548.00	45,897.08	2,650.92	94.54
Dept 301 - OPERATING COSTS						
207-301-727.000	SUPPLIES	5,983.41	7,000.00	3,959.23	3,040.77	56.56
207-301-741.000	UNIFORMS/GEAR & ALLOWANCE	0.00	1,000.00	1,440.52	(440.52)	144.05
207-301-807.000	MEMBERSHIP DUES	635.75	1,000.00	0.00	1,000.00	0.00
207-301-818.000	CONTRACTUAL SERVICES	13,646.00	20,000.00	15,583.43	4,416.57	77.92
207-301-820.000	DISPATCH SERVICES	63,346.92	70,040.00	48,776.91	21,263.09	69.64
207-301-850.000	COMMUNICATION	16,152.54	20,000.00	9,765.05	10,234.95	48.83
207-301-851.000	POSTAGE	227.12	250.00	196.37	53.63	78.55
207-301-900.000	PRINTING & PUBLICATIONS	100.88	500.00	396.67	103.33	79.33
207-301-910.000	INSURANCE & BONDS	32,882.00	34,222.00	0.00	34,222.00	0.00
207-301-922.000	LATE FEES AND PENALTIES	0.00	0.00	32.97	(32.97)	100.00
207-301-930.000	REPAIRS & MAINTENANCE	2,407.87	7,000.00	2,949.60	4,050.40	42.14
207-301-932.000	RADIO REPAIR	0.00	1,100.00	880.00	220.00	80.00
207-301-938.000	CHARGEBACKS - PRIOR TAX YEARS	1,096.88	681.21	681.21	0.00	100.00
207-301-940.000	RENTAL EQUIPMENT	2,608.35	3,000.00	1,956.48	1,043.52	65.22
207-301-972.000	COMPUTER	450.00	15,000.00	8,991.87	6,008.13	59.95
Total Dept 301 - OPERATING COSTS		139,537.72	180,793.21	95,610.31	85,182.90	52.88
Dept 333 - TRANSPORTATION						
207-333-860.000	FUEL & MILEAGE	20,028.55	18,000.00	12,953.25	5,046.75	71.96
207-333-930.000	REPAIRS & MAINTENANCE	10,425.36	11,000.00	14,007.46	(3,007.46)	127.34
Total Dept 333 - TRANSPORTATION		30,453.91	29,000.00	26,960.71	2,039.29	92.97
Dept 905 - DEBT SERVICE						
207-905-985.000	PSB SHARE OF BOND PMT	84,695.26	83,334.00	0.00	83,334.00	0.00
Total Dept 905 - DEBT SERVICE		84,695.26	83,334.00	0.00	83,334.00	0.00
TOTAL EXPENDITURES		1,571,869.69	1,616,541.21	1,044,460.05	572,081.16	64.61
Fund 207 - LAW ENFORCEMENT FUND:						
TOTAL REVENUES		1,597,959.41	1,643,008.00	1,486,967.32	156,040.68	90.50
TOTAL EXPENDITURES		1,571,869.69	1,616,541.21	1,044,460.05	572,081.16	64.61
NET OF REVENUES & EXPENDITURES		26,089.72	26,466.79	442,507.27	(416,040.48)	1,671.93
BEG. FUND BALANCE		500,125.87	526,215.59	526,215.59		
END FUND BALANCE		526,215.59	552,682.38	968,722.86		

04/04/2018 02:22 PM

User: YVETTE

DB: Northfield

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 10/32

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 211 - Fire Station # 2 Fund						
Revenues						
Dept 000						
211-000-684.000	CELL TOWER INCOME	0.00	17,136.00	9,527.00	7,609.00	55.60
Total Dept 000		0.00	17,136.00	9,527.00	7,609.00	55.60
TOTAL REVENUES		0.00	17,136.00	9,527.00	7,609.00	55.60
Fund 211 - Fire Station # 2 Fund:						
TOTAL REVENUES		0.00	17,136.00	9,527.00	7,609.00	55.60
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	17,136.00	9,527.00	7,609.00	55.60
BEG. FUND BALANCE						
END FUND BALANCE			17,136.00	9,527.00		

04/04/2018 02:22 PM

User: YVETTE

DB: Northfield

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 11/32

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 214 - Rental Property Fund						
Revenues						
Dept 000						
214-000-688.000	RENTAL INCOME - BARKER RD	0.00	9,960.00	7,470.00	2,490.00	75.00
Total Dept 000		0.00	9,960.00	7,470.00	2,490.00	75.00
TOTAL REVENUES		0.00	9,960.00	7,470.00	2,490.00	75.00
Fund 214 - Rental Property Fund:						
TOTAL REVENUES		0.00	9,960.00	7,470.00	2,490.00	75.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	9,960.00	7,470.00	2,490.00	75.00
BEG. FUND BALANCE						
END FUND BALANCE			9,960.00	7,470.00		

User: YVETTE
DB: Northfield

PERIOD ENDING 03/31/2018
% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 216 - MEDICAL RESCUE FUND						
Revenues						
Dept 000						
216-000-402.000	CURRENT PROPERTY TAX	632,986.79	682,654.00	643,042.73	39,611.27	94.20
216-000-441.000	STATE REVENUE SHARING - LCSA	11,282.37	11,282.00	6,150.34	5,131.66	54.51
216-000-445.000	PENALTY & INTEREST ON TAXES	203.12	200.00	62.16	137.84	31.08
216-000-482.000	HOUSE NUMBERS	560.00	500.00	640.00	(140.00)	128.00
216-000-588.000	CONTRIBUTION OTHER FUND(S)	25,000.00	13,718.00	0.00	13,718.00	0.00
216-000-590.000	GRANT INCOME	284,357.00	8,863.73	8,863.73	0.00	100.00
216-000-626.000	COPY & FOIA INCOME	29.00	50.00	5.00	45.00	10.00
216-000-635.000	EMERGENCY COST RECOVERY	19,249.20	20,000.00	16,513.79	3,486.21	82.57
216-000-639.000	DRIVEWAY INSPECTIONS	590.00	600.00	100.00	500.00	16.67
216-000-671.000	REIMBURSEMENT/OTHER INCOME	1,282.00	2,000.00	1,313.46	686.54	65.67
216-000-673.000	SALE OF FIXED ASSET	0.00	90,000.00	344.00	89,656.00	0.38
216-000-675.000	CONTRIBUTION-PRIVATE SOURCES	200.00	0.00	150.00	(150.00)	100.00
216-000-684.000	CELL TOWER INCOME	8,400.00	0.00	0.00	0.00	0.00
Total Dept 000		984,139.48	829,867.73	677,185.21	152,682.52	81.60
Dept 336 - CONTRIBUTIONS						
216-336-683.000	CONTRIBUTION - INDEPENDENCE DAY CELEBRAT	1,000.00	1,000.00	0.00	1,000.00	0.00
Total Dept 336 - CONTRIBUTIONS		1,000.00	1,000.00	0.00	1,000.00	0.00
Dept 960 - TRANSFERS IN						
216-960-935.000	TRANSFER IN	250,000.00	0.00	0.00	0.00	0.00
Total Dept 960 - TRANSFERS IN		250,000.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,235,139.48	830,867.73	677,185.21	153,682.52	81.50
Expenditures						
Dept 226 - PERSONNEL						
216-226-701.000	SALARIES	88,129.51	87,016.00	63,523.01	23,492.99	73.00
216-226-702.000	SALARIES	146,460.52	160,000.00	107,086.84	52,913.16	66.93
216-226-705.000	ADMINISTRATIVE ASSISTANT	2,340.23	5,000.00	2,168.73	2,831.27	43.37
216-226-708.000	SALARIES-PART TIME	43,823.75	55,000.00	37,804.80	17,195.20	68.74
216-226-712.000	SALARIES - OFFICERS	7,175.00	11,000.00	6,737.50	4,262.50	61.25
216-226-715.000	SOCIAL SECURITY	22,796.55	24,328.00	16,953.53	7,374.47	69.69
216-226-716.000	HOSPITALIZATION	25,369.30	24,755.00	15,688.01	9,066.99	63.37
216-226-717.000	LIFE/DISB. INSURANCE	844.92	1,041.00	656.97	384.03	63.11
216-226-718.000	PENSION	8,812.58	8,701.00	6,351.70	2,349.30	73.00
216-226-730.000	MEDICAL TESTING	885.32	8,000.00	408.50	7,591.50	5.11
216-226-731.000	WORKERS COMP INSURANCE	14,226.86	16,943.00	0.00	16,943.00	0.00
216-226-927.000	ALLOCATE TO DEPARTMENTS	(64,949.00)	(64,000.00)	(4,826.00)	(59,174.00)	7.54
216-226-957.000	TRAINING & DEVELOPMENT	6,649.49	12,000.00	4,411.31	7,588.69	36.76
216-226-958.000	TRAINING WAGES	12,864.00	12,000.00	6,687.00	5,313.00	55.73
Total Dept 226 - PERSONNEL		315,429.03	361,784.00	263,651.90	98,132.10	72.88
Dept 265 - HALL AND GROUNDS						
216-265-816.000	GROUNDS/CLEANG/JANITORL SERVIC	814.24	2,000.00	2,140.00	(140.00)	107.00
216-265-821.000	PSB MAINT & OPS ALLOCATION	33,310.51	47,000.00	2,829.00	44,171.00	6.02

PERIOD ENDING 03/31/2018
% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 216 - MEDICAL RESCUE FUND						
Expenditures						
Total Dept 265 - HALL AND GROUNDS		34,124.75	49,000.00	4,969.00	44,031.00	10.14
Dept 270 - LEGAL/PROFESSIONAL						
216-270-722.000	CONTROLLER	6,588.69	6,298.00	371.25	5,926.75	5.89
216-270-802.000	AUDIT FEES	2,250.00	2,250.00	2,250.00	0.00	100.00
216-270-803.000	LEGAL	0.00	2,000.00	0.00	2,000.00	0.00
Total Dept 270 - LEGAL/PROFESSIONAL		8,838.69	10,548.00	2,621.25	7,926.75	24.85
Dept 301 - OPERATING COSTS						
216-301-727.000	SUPPLIES	7,364.12	10,000.00	4,218.66	5,781.34	42.19
216-301-741.000	UNIFORMS/GEAR & ALLOWANCE	3,993.77	10,000.00	1,821.87	8,178.13	18.22
216-301-807.000	MEMBERSHIP DUES	1,655.00	2,500.00	390.00	2,110.00	15.60
216-301-818.000	CONTRACTUAL SERVICES	1,762.33	2,000.00	1,271.12	728.88	63.56
216-301-820.000	DISPATCH SERVICES	12,026.04	10,810.00	8,107.38	2,702.62	75.00
216-301-850.000	COMMUNICATION	6,773.16	8,000.00	5,581.85	2,418.15	69.77
216-301-851.000	POSTAGE	1.40	50.00	0.46	49.54	0.92
216-301-900.000	PRINTING & PUBLICATIONS	145.79	500.00	224.64	275.36	44.93
216-301-910.000	INSURANCE & BONDS	35,649.00	36,990.00	0.00	36,990.00	0.00
216-301-920.000	UTILITIES	5,185.13	6,000.00	5,265.17	734.83	87.75
216-301-922.000	LATE FEES AND PENALTIES	0.00	0.00	32.97	(32.97)	100.00
216-301-929.000	GRANT EXPENSE	296,374.20	8,863.73	5,632.00	3,231.73	63.54
216-301-930.000	REPAIRS & MAINTENANCE	6,368.16	7,000.00	2,057.18	4,942.82	29.39
216-301-932.000	RADIO REPAIR	141.00	2,500.00	1,760.00	740.00	70.40
216-301-938.000	CHARGEBACKS - PRIOR TAX YEARS	490.55	297.60	297.60	0.00	100.00
216-301-972.000	COMPUTER	3,828.34	6,000.00	2,993.67	3,006.33	49.89
Total Dept 301 - OPERATING COSTS		381,757.99	111,511.33	39,654.57	71,856.76	35.56
Dept 333 - TRANSPORTATION						
216-333-860.000	FUEL & MILEAGE	9,254.07	11,000.00	6,552.30	4,447.70	59.57
216-333-930.000	REPAIRS & MAINTENANCE	28,629.47	30,000.00	16,461.75	13,538.25	54.87
Total Dept 333 - TRANSPORTATION		37,883.54	41,000.00	23,014.05	17,985.95	56.13
Dept 900 - CAPITAL OUTLAY						
216-900-970.000	EQUIPMENT	10,483.61	12,000.00	10,331.18	1,668.82	86.09
216-900-974.000	VEHICLE	64,730.30	470,000.00	0.00	470,000.00	0.00
Total Dept 900 - CAPITAL OUTLAY		75,213.91	482,000.00	10,331.18	471,668.82	2.14
Dept 905 - DEBT SERVICE						
216-905-985.000	PSB SHARE OF BOND PMT	84,695.24	90,045.00	0.00	90,045.00	0.00
Total Dept 905 - DEBT SERVICE		84,695.24	90,045.00	0.00	90,045.00	0.00
TOTAL EXPENDITURES		937,943.15	1,145,888.33	344,241.95	801,646.38	30.04
Fund 216 - MEDICAL RESCUE FUND:						
TOTAL REVENUES		1,235,139.48	830,867.73	677,185.21	153,682.52	81.50

04/04/2018 02:22 PM

User: YVETTE

DB: Northfield

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 14/32

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 216 - MEDICAL RESCUE FUND						
TOTAL EXPENDITURES		937,943.15	1,145,888.33	344,241.95	801,646.38	30.04
NET OF REVENUES & EXPENDITURES		297,196.33	(315,020.60)	332,943.26	(647,963.86)	105.69
BEG. FUND BALANCE		535,761.80	832,958.13	832,958.13		
END FUND BALANCE		832,958.13	517,937.53	1,165,901.39		

04/04/2018 02:22 PM

User: YVETTE

DB: Northfield

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 15/32

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 230 - DONATION FUND						
Revenues						
Dept 000						
230-000-698.000	DONATIONS - OTHER	0.00	0.00	180.00	(180.00)	100.00
Total Dept 000		0.00	0.00	180.00	(180.00)	100.00
TOTAL REVENUES		0.00	0.00	180.00	(180.00)	100.00
Expenditures						
Dept 301 - OPERATING COSTS						
230-301-904.000	EVENTS/COMMUNITY PROJECTS	(474.56)	0.00	0.00	0.00	0.00
230-301-905.000	BARK PARK	327.02	0.00	0.00	0.00	0.00
Total Dept 301 - OPERATING COSTS		(147.54)	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		(147.54)	0.00	0.00	0.00	0.00
Fund 230 - DONATION FUND:						
TOTAL REVENUES		0.00	0.00	180.00	(180.00)	100.00
TOTAL EXPENDITURES		(147.54)	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		147.54	0.00	180.00	(180.00)	100.00
BEG. FUND BALANCE		351.07	498.61	498.61		
END FUND BALANCE		498.61	498.61	678.61		

04/04/2018 02:22 PM

User: YVETTE

DB: Northfield

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 16/32

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTH						
Expenditures						
Dept 301 - OPERATING COSTS						
248-301-800.000	OTHER PROFESSIONAL FEES	0.00	5,000.00	0.00	5,000.00	0.00
248-301-801.000	PLANNER FEES	11,205.00	15,000.00	13,695.00	1,305.00	91.30
248-301-816.000	GROUNDS/CLEANG/JANITORL SERVIC	0.00	1,000.00	0.00	1,000.00	0.00
Total Dept 301 - OPERATING COSTS		11,205.00	21,000.00	13,695.00	7,305.00	65.21
Dept 449 - ROAD WORK						
248-449-814.000	ROAD IMPROVEMENTS	2,269.00	0.00	0.00	0.00	0.00
Total Dept 449 - ROAD WORK		2,269.00	0.00	0.00	0.00	0.00
Dept 900 - CAPITAL OUTLAY						
248-900-925.000	STREETSCAPING	3,317.11	500.00	0.00	500.00	0.00
Total Dept 900 - CAPITAL OUTLAY		3,317.11	500.00	0.00	500.00	0.00
TOTAL EXPENDITURES		16,791.11	21,500.00	13,695.00	7,805.00	63.70
Fund 248 - DOWNTOWN DEVELOPMENT AUTH:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		16,791.11	21,500.00	13,695.00	7,805.00	63.70
NET OF REVENUES & EXPENDITURES		(16,791.11)	(21,500.00)	(13,695.00)	(7,805.00)	63.70
BEG. FUND BALANCE		65,723.61	48,932.50	48,932.50		
END FUND BALANCE		48,932.50	27,432.50	35,237.50		

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

PERIOD ENDING 03/31/2018
% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 265 - NARCOTICS FUND						
Revenues						
Dept 000						
265-000-661.000	FORFEITURES	66,661.00	58,000.00	0.00	58,000.00	0.00
265-000-673.000	SALE OF FIXED ASSET	0.00	15,075.00	15,075.00	0.00	100.00
Total Dept 000		66,661.00	73,075.00	15,075.00	58,000.00	20.63
TOTAL REVENUES		66,661.00	73,075.00	15,075.00	58,000.00	20.63
Expenditures						
Dept 301 - OPERATING COSTS						
265-301-727.000	SUPPLIES	2,016.56	4,000.00	0.00	4,000.00	0.00
265-301-899.000	FORFEITURE SHARING	7,965.00	30,000.00	8,050.00	21,950.00	26.83
265-301-956.000	MISCELLANEOUS	2,229.33	5,000.00	4,848.45	151.55	96.97
265-301-972.000	COMPUTER	2,371.75	4,000.00	0.00	4,000.00	0.00
Total Dept 301 - OPERATING COSTS		14,582.64	43,000.00	12,898.45	30,101.55	30.00
Dept 900 - CAPITAL OUTLAY						
265-900-970.000	EQUIPMENT	858.00	15,000.00	0.00	15,000.00	0.00
Total Dept 900 - CAPITAL OUTLAY		858.00	15,000.00	0.00	15,000.00	0.00
TOTAL EXPENDITURES		15,440.64	58,000.00	12,898.45	45,101.55	22.24
Fund 265 - NARCOTICS FUND:						
TOTAL REVENUES		66,661.00	73,075.00	15,075.00	58,000.00	20.63
TOTAL EXPENDITURES		15,440.64	58,000.00	12,898.45	45,101.55	22.24
NET OF REVENUES & EXPENDITURES		51,220.36	15,075.00	2,176.55	12,898.45	14.44
BEG. FUND BALANCE		94,144.14	145,364.50	145,364.50		
END FUND BALANCE		145,364.50	160,439.50	147,541.05		

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

PERIOD ENDING 03/31/2018
% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 266 - FEDERAL NARCOTICS FUND						
Revenues						
Dept 000						
266-000-661.000	FORFEITURES	45,690.47	100,000.00	144,005.03	(44,005.03)	144.01
Total Dept 000		45,690.47	100,000.00	144,005.03	(44,005.03)	144.01
TOTAL REVENUES		45,690.47	100,000.00	144,005.03	(44,005.03)	144.01
Expenditures						
Dept 301 - OPERATING COSTS						
266-301-727.000	SUPPLIES	5,389.96	12,000.00	538.75	11,461.25	4.49
266-301-956.000	MISCELLANEOUS	4,655.50	12,000.00	12,273.95	(273.95)	102.28
Total Dept 301 - OPERATING COSTS		10,045.46	24,000.00	12,812.70	11,187.30	53.39
Dept 336 - CONTRIBUTIONS						
266-336-967.000	CONTRIBUTION-LAW ENFORCEMENT	35,000.00	35,000.00	0.00	35,000.00	0.00
Total Dept 336 - CONTRIBUTIONS		35,000.00	35,000.00	0.00	35,000.00	0.00
Dept 900 - CAPITAL OUTLAY						
266-900-970.000	EQUIPMENT	33,574.87	48,000.00	18,822.00	29,178.00	39.21
266-900-974.000	VEHICLE	101,672.00	0.00	0.00	0.00	0.00
Total Dept 900 - CAPITAL OUTLAY		135,246.87	48,000.00	18,822.00	29,178.00	39.21
TOTAL EXPENDITURES		180,292.33	107,000.00	31,634.70	75,365.30	29.57
Fund 266 - FEDERAL NARCOTICS FUND:						
TOTAL REVENUES		45,690.47	100,000.00	144,005.03	(44,005.03)	144.01
TOTAL EXPENDITURES		180,292.33	107,000.00	31,634.70	75,365.30	29.57
NET OF REVENUES & EXPENDITURES		(134,601.86)	(7,000.00)	112,370.33	(119,370.33)	1,605.29
BEG. FUND BALANCE		247,753.55	113,151.69	113,151.69		
END FUND BALANCE		113,151.69	106,151.69	225,522.02		

User: YVETTE

PERIOD ENDING 03/31/2018

DB: Northfield

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 271 - LIBRARY FUND						
Revenues						
Dept 000						
271-000-402.000	CURRENT PROPERTY TAX	419,470.99	428,741.00	403,852.42	24,888.58	94.19
271-000-407.000	TAX REVENUE -BRIGHTON DIST LIB	78,298.99	77,000.00	22,333.05	54,666.95	29.00
271-000-445.000	PENALTY & INTEREST ON TAXES	128.91	100.00	39.30	60.70	39.30
271-000-573.000	STATE REVENUE SHARING - LCSA	15,912.63	13,000.00	0.00	13,000.00	0.00
271-000-575.000	STATE LIBRARY AID	6,020.13	3,500.00	3,859.74	(359.74)	110.28
271-000-590.000	GRANT INCOME	0.00	0.00	2,923.90	(2,923.90)	100.00
271-000-626.000	COPY & FOIA INCOME	3,335.50	3,500.00	1,164.45	2,335.55	33.27
271-000-630.000	BOOK SALE	2,157.47	1,000.00	1,318.46	(318.46)	131.85
271-000-652.000	PENAL FINES-WASHTENAW COUNTY	14,184.75	13,000.00	12,505.17	494.83	96.19
271-000-653.000	PENAL FINES-LIVINGSTON COUNTY	6,366.67	6,000.00	4,872.28	1,127.72	81.20
271-000-671.000	REIMBURSEMENT/OTHER INCOME	7,490.38	1,500.00	13,371.85	(11,871.85)	891.46
271-000-675.000	CONTRIBUTION-PRIVATE SOURCES	13,911.43	2,500.00	3,943.69	(1,443.69)	157.75
Total Dept 000		567,277.85	549,841.00	470,184.31	79,656.69	85.51
TOTAL REVENUES		567,277.85	549,841.00	470,184.31	79,656.69	85.51
Expenditures						
Dept 226 - PERSONNEL						
271-226-701.000	SALARIES	61,553.98	63,196.00	41,685.03	21,510.97	65.96
271-226-705.000	ADMINISTRATIVE ASSISTANT	91,444.61	132,000.00	63,533.51	68,466.49	48.13
271-226-708.000	SALARIES-PART TIME	69,013.09	50,000.00	67,643.27	(17,643.27)	135.29
271-226-715.000	SOCIAL SECURITY	17,634.13	18,900.00	13,606.41	5,293.59	71.99
271-226-716.000	HOSPITALIZATION	12,840.52	16,400.00	10,776.04	5,623.96	65.71
271-226-717.000	LIFE/DISB. INSURANCE	3,180.11	4,200.00	2,693.18	1,506.82	64.12
271-226-718.000	PENSION	13,237.82	16,600.00	10,799.22	5,800.78	65.06
271-226-731.000	WORKERS COMP INSURANCE	829.00	900.00	0.00	900.00	0.00
271-226-734.000	BONUS	4,500.00	1,000.00	1,150.00	(150.00)	115.00
271-226-735.000	SFA & HRA	5,644.81	7,250.00	4,548.06	2,701.94	62.73
271-226-736.000	WELLNESS PLAN	4,000.00	4,000.00	3,850.00	150.00	96.25
271-226-860.000	FUEL & MILEAGE	531.52	750.00	88.23	661.77	11.76
271-226-957.000	TRAINING & DEVELOPMENT	1,115.17	2,500.00	333.73	2,166.27	13.35
Total Dept 226 - PERSONNEL		285,524.76	317,696.00	220,706.68	96,989.32	69.47
Dept 270 - LEGAL/PROFESSIONAL						
271-270-802.000	AUDIT FEES	5,000.00	5,000.00	5,000.00	0.00	100.00
271-270-803.000	LEGAL	8,201.99	3,000.00	2,083.14	916.86	69.44
Total Dept 270 - LEGAL/PROFESSIONAL		13,201.99	8,000.00	7,083.14	916.86	88.54
Dept 301 - OPERATING COSTS						
271-301-727.000	SUPPLIES	12,363.27	13,500.00	12,683.33	816.67	93.95
271-301-742.000	CIRCULATING,REF MATERIALS&PROC	27,057.22	29,500.00	24,489.79	5,010.21	83.02
271-301-743.000	SERVICE/PROGRAM SUPPLIES	12,470.34	12,000.00	5,889.31	6,110.69	49.08
271-301-745.000	MeL Delivery	1,398.00	1,600.00	1,398.00	202.00	87.38
271-301-807.000	MEMBERSHIP DUES	219.00	400.00	373.98	26.02	93.50
271-301-826.000	ADMINISTRATION FEE	11,060.00	11,500.00	0.00	11,500.00	0.00
271-301-850.000	COMMUNICATION	6,365.62	6,500.00	5,565.27	934.73	85.62
271-301-851.000	POSTAGE	244.35	800.00	219.75	580.25	27.47
271-301-900.000	PRINTING & PUBLICATIONS	1,435.76	3,200.00	732.33	2,467.67	22.89
271-301-910.000	INSURANCE & BONDS	12,619.00	12,000.00	0.00	12,000.00	0.00
271-301-920.000	UTILITIES	6,079.96	8,000.00	4,509.11	3,490.89	56.36

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 271 - LIBRARY FUND						
Expenditures						
271-301-930.000	REPAIRS & MAINTENANCE	12,350.08	18,000.00	17,987.05	12.95	99.93
271-301-938.000	CHARGEBACKS - PRIOR TAX YEARS	324.83	1,500.00	390.09	1,109.91	26.01
271-301-940.000	RENTAL EQUIPMENT	3,095.99	3,600.00	2,400.06	1,199.94	66.67
271-301-956.000	MISCELLANEOUS	283.58	4,000.00	2,043.44	1,956.56	51.09
Total Dept 301 - OPERATING COSTS		107,367.00	126,100.00	78,681.51	47,418.49	62.40
Dept 900 - CAPITAL OUTLAY						
271-900-913.000	CONSTRUCTION COSTS	969.83	0.00	0.00	0.00	0.00
271-900-915.000	TECH COSTS	2,130.25	0.00	1,345.31	(1,345.31)	100.00
271-900-972.000	COMPUTER	4,170.69	11,000.00	4,001.11	6,998.89	36.37
Total Dept 900 - CAPITAL OUTLAY		7,270.77	11,000.00	5,346.42	5,653.58	48.60
Dept 905 - DEBT SERVICE						
271-905-991.000	DEBT SERVICE - PRINCIPAL	3,214.00	3,214.00	0.00	3,214.00	0.00
Total Dept 905 - DEBT SERVICE		3,214.00	3,214.00	0.00	3,214.00	0.00
Dept 999 - TRANSFERS OUT						
271-999-999.000	TRANSFERS OUT	150,000.00	60,000.00	0.00	60,000.00	0.00
Total Dept 999 - TRANSFERS OUT		150,000.00	60,000.00	0.00	60,000.00	0.00
TOTAL EXPENDITURES		566,578.52	526,010.00	311,817.75	214,192.25	59.28
Fund 271 - LIBRARY FUND:						
TOTAL REVENUES		567,277.85	549,841.00	470,184.31	79,656.69	85.51
TOTAL EXPENDITURES		566,578.52	526,010.00	311,817.75	214,192.25	59.28
NET OF REVENUES & EXPENDITURES		699.33	23,831.00	158,366.56	(134,535.56)	664.54
BEG. FUND BALANCE		371,852.11	372,551.44	372,551.44		
END FUND BALANCE		372,551.44	396,382.44	530,918.00		

User: YVETTE
DB: Northfield

PERIOD ENDING 03/31/2018
% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 287 - BUILDING DEPARTMENT FUND						
Revenues						
Dept 000						
287-000-484.000	BUILDING PLAN REVIEW FEES	8,149.00	6,960.00	2,956.00	4,004.00	42.47
287-000-485.000	BUILDING PERMIT FEES	118,052.00	72,870.00	26,194.00	46,676.00	35.95
287-000-486.000	CONTRACTOR'S REGISTRATION	2,700.00	2,500.00	1,830.00	670.00	73.20
287-000-488.000	TRADE PERMIT FEES	42,480.00	45,730.00	30,632.50	15,097.50	66.99
287-000-626.000	COPY & FOIA INCOME	130.09	0.00	0.00	0.00	0.00
Total Dept 000		171,511.09	128,060.00	61,612.50	66,447.50	48.11
TOTAL REVENUES		171,511.09	128,060.00	61,612.50	66,447.50	48.11
Expenditures						
Dept 226 - PERSONNEL						
287-226-703.000	SALARIES	0.00	0.00	8,187.50	(8,187.50)	100.00
287-226-715.000	SOCIAL SECURITY	0.00	0.00	626.34	(626.34)	100.00
287-226-731.000	WORKERS COMP INSURANCE	480.00	491.00	0.00	491.00	0.00
287-226-927.000	ALLOCATE TO DEPARTMENTS	43,825.00	38,519.00	2,894.00	35,625.00	7.51
Total Dept 226 - PERSONNEL		44,305.00	39,010.00	11,707.84	27,302.16	30.01
Dept 261 - GOVERNMENT SHARED SERVICES						
287-261-725.000	BUILDING INSPECTIONS	24,134.91	27,163.00	10,034.16	17,128.84	36.94
287-261-737.000	PLAN REVIEW	0.00	5,800.00	1,531.00	4,269.00	26.40
287-261-738.000	MISC BUILDING ADMINISTRATION	0.00	3,000.00	250.00	2,750.00	8.33
Total Dept 261 - GOVERNMENT SHARED SERVICES		24,134.91	35,963.00	11,815.16	24,147.84	32.85
Dept 270 - LEGAL/PROFESSIONAL						
287-270-722.000	CONTROLLER	2,635.47	2,519.00	148.50	2,370.50	5.90
287-270-802.000	AUDIT FEES	900.00	900.00	900.00	0.00	100.00
287-270-823.000	ZONING ADMINISTRATION	778.50	1,000.00	0.00	1,000.00	0.00
Total Dept 270 - LEGAL/PROFESSIONAL		4,313.97	4,419.00	1,048.50	3,370.50	23.73
Dept 301 - OPERATING COSTS						
287-301-725.000	ELECTRIC, PLUMB & MECH INSPECTIONS	22,005.00	23,994.00	20,655.00	3,339.00	86.08
287-301-727.000	SUPPLIES	41.71	500.00	419.98	80.02	84.00
287-301-850.000	COMMUNICATION	439.88	450.00	366.56	83.44	81.46
287-301-910.000	INSURANCE & BONDS	600.00	900.00	0.00	900.00	0.00
287-301-927.000	ALLOCATE TO DEPARTMENTS	3,690.00	4,200.00	118.00	4,082.00	2.81
Total Dept 301 - OPERATING COSTS		26,776.59	30,044.00	21,559.54	8,484.46	71.76
TOTAL EXPENDITURES		99,530.47	109,436.00	46,131.04	63,304.96	42.15
Fund 287 - BUILDING DEPARTMENT FUND:						
TOTAL REVENUES		171,511.09	128,060.00	61,612.50	66,447.50	48.11
TOTAL EXPENDITURES		99,530.47	109,436.00	46,131.04	63,304.96	42.15
NET OF REVENUES & EXPENDITURES		71,980.62	18,624.00	15,481.46	3,142.54	83.13

04/04/2018 02:22 PM

User: YVETTE

DB: Northfield

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 22/32

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
<hr/>						
Fund 287 - BUILDING DEPARTMENT FUND						
BEG. FUND BALANCE		99,345.51	171,326.13	171,326.13		
END FUND BALANCE		171,326.13	189,950.13	186,807.59		

04/04/2018 02:22 PM

User: YVETTE

DB: Northfield

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 23/32

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 369 - BLDG AUTH DEBT FUND						
Revenues						
Dept 000						
369-000-685.000	FUNDS XFER FOR 3.5 BOND PMT	254,085.76	276,354.00	0.00	276,354.00	0.00
Total Dept 000		254,085.76	276,354.00	0.00	276,354.00	0.00
TOTAL REVENUES		254,085.76	276,354.00	0.00	276,354.00	0.00
Expenditures						
Dept 905 - DEBT SERVICE						
369-905-942.000	3 M BOND BLDG AUTH	215,296.50	236,404.00	236,404.00	0.00	100.00
369-905-987.000	INTEREST 3 M BOND	38,789.26	39,950.00	39,950.00	0.00	100.00
Total Dept 905 - DEBT SERVICE		254,085.76	276,354.00	276,354.00	0.00	100.00
TOTAL EXPENDITURES		254,085.76	276,354.00	276,354.00	0.00	100.00
Fund 369 - BLDG AUTH DEBT FUND:						
TOTAL REVENUES		254,085.76	276,354.00	0.00	276,354.00	0.00
TOTAL EXPENDITURES		254,085.76	276,354.00	276,354.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(276,354.00)	276,354.00	100.00
BEG. FUND BALANCE						
END FUND BALANCE				(276,354.00)		

User: YVETTE

PERIOD ENDING 03/31/2018

DB: Northfield

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 370 - PUBLIC SAFETY BLDG DEBT FD						
Revenues						
Dept 000						
370-000-402.000	CURRENT PROPERTY TAX	264,676.69	279,728.00	263,473.48	16,254.52	94.19
370-000-441.000	STATE REVENUE SHARING - LCSA	4,887.87	4,888.00	2,664.60	2,223.40	54.51
370-000-445.000	PENALTY & INTEREST ON TAXES	88.51	100.00	25.74	74.26	25.74
370-000-588.000	CONTRIBUTION OTHER FUND(S)	99,930.18	140,000.00	8,486.00	131,514.00	6.06
Total Dept 000		369,583.25	424,716.00	274,649.82	150,066.18	64.67
TOTAL REVENUES		369,583.25	424,716.00	274,649.82	150,066.18	64.67
Expenditures						
Dept 301 - OPERATING COSTS						
370-301-727.000	SUPPLIES	1,057.18	1,500.00	721.31	778.69	48.09
370-301-816.000	GROUNDS/CLEANG/JANITORL SERVIC	9,941.87	12,000.00	9,565.00	2,435.00	79.71
370-301-818.000	CONTRACTUAL SERVICES	6,727.90	10,000.00	5,401.74	4,598.26	54.02
370-301-850.000	COMMUNICATION	5,814.48	7,000.00	5,044.31	1,955.69	72.06
370-301-910.000	INSURANCE & BONDS	7,462.00	7,795.00	0.00	7,795.00	0.00
370-301-920.000	UTILITIES	63,207.39	68,000.00	25,826.91	42,173.09	37.98
370-301-930.000	REPAIRS & MAINTENANCE	15,175.98	30,000.00	17,820.60	12,179.40	59.40
370-301-938.000	CHARGEBACKS - PRIOR TAX YEARS	213.12	2,000.00	128.18	1,871.82	6.41
Total Dept 301 - OPERATING COSTS		109,599.92	138,295.00	64,508.05	73,786.95	46.65
Dept 905 - DEBT SERVICE						
370-905-945.000	3.8 M PSB BOND	230,000.00	250,000.00	250,000.00	0.00	100.00
370-905-994.000	INTEREST 3.8 BOND PSB	35,164.15	29,728.00	29,727.50	0.50	100.00
Total Dept 905 - DEBT SERVICE		265,164.15	279,728.00	279,727.50	0.50	100.00
TOTAL EXPENDITURES		374,764.07	418,023.00	344,235.55	73,787.45	82.35
Fund 370 - PUBLIC SAFETY BLDG DEBT FD:						
TOTAL REVENUES		369,583.25	424,716.00	274,649.82	150,066.18	64.67
TOTAL EXPENDITURES		374,764.07	418,023.00	344,235.55	73,787.45	82.35
NET OF REVENUES & EXPENDITURES		(5,180.82)	6,693.00	(69,585.73)	76,278.73	1,039.68
BEG. FUND BALANCE		6,922.34	1,741.52	1,741.52		
END FUND BALANCE		1,741.52	8,434.52	(67,844.21)		

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 405 - LIBRARY CAPITAL OUTLAY FUND						
Revenues						
Dept 960 - TRANSFERS IN						
405-960-935.000	TRANSFER IN	150,000.00	60,000.00	0.00	60,000.00	0.00
Total Dept 960 - TRANSFERS IN		150,000.00	60,000.00	0.00	60,000.00	0.00
TOTAL REVENUES		150,000.00	60,000.00	0.00	60,000.00	0.00
Expenditures						
Dept 900 - CAPITAL OUTLAY						
405-900-913.000	CONSTRUCTION COSTS	3,594.46	3,000.00	9,584.00	(6,584.00)	319.47
405-900-915.000	TECH COSTS	0.00	15,000.00	0.00	15,000.00	0.00
405-900-918.000	OTHER LIBRARY COSTS	25,195.69	0.00	0.00	0.00	0.00
405-900-972.000	COMPUTER	37.50	0.00	0.00	0.00	0.00
Total Dept 900 - CAPITAL OUTLAY		28,827.65	18,000.00	9,584.00	8,416.00	53.24
TOTAL EXPENDITURES		28,827.65	18,000.00	9,584.00	8,416.00	53.24
Fund 405 - LIBRARY CAPITAL OUTLAY FUND:						
TOTAL REVENUES		150,000.00	60,000.00	0.00	60,000.00	0.00
TOTAL EXPENDITURES		28,827.65	18,000.00	9,584.00	8,416.00	53.24
NET OF REVENUES & EXPENDITURES		121,172.35	42,000.00	(9,584.00)	51,584.00	22.82
BEG. FUND BALANCE		89,375.68	210,548.03	210,548.03		
END FUND BALANCE		210,548.03	252,548.03	200,964.03		

User: YVETTE
DB: Northfield

PERIOD ENDING 03/31/2018
% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 571 - WASTEWATER TREATMENT FUND						
Revenues						
Dept 000						
571-000-445.000	PENALTY & INTEREST ON TAXES	5.06	0.00	1.03	(1.03)	100.00
571-000-500.000	TAP-IN FEES	28,400.00	19,046.00	19,046.00	0.00	100.00
571-000-590.000	GRANT INCOME	0.00	0.00	116,519.34	(116,519.34)	100.00
571-000-651.000	USAGE FEES	1,356,181.43	1,365,000.00	1,021,638.39	343,361.61	74.85
571-000-665.000	INTEREST INCOME	1,472.93	1,500.00	74.00	1,426.00	4.93
571-000-671.000	REIMBURSEMENT/OTHER INCOME	5,584.29	1,800.00	4,665.30	(2,865.30)	259.18
571-000-672.000	SAD INTEREST	54.68	45.00	0.00	45.00	0.00
571-000-673.000	SALE OF FIXED ASSET	0.00	2,565.00	2,565.00	0.00	100.00
Total Dept 000		1,391,698.39	1,389,956.00	1,164,509.06	225,446.94	83.78
TOTAL REVENUES		1,391,698.39	1,389,956.00	1,164,509.06	225,446.94	83.78
Expenditures						
Dept 226 - PERSONNEL						
571-226-701.000	SALARIES	75,252.33	64,890.00	47,346.37	17,543.63	72.96
571-226-702.000	SALARIES	201,352.80	197,501.00	132,305.56	65,195.44	66.99
571-226-711.000	SALARIES-OVERTIME	5,578.67	18,540.00	10,557.94	7,982.06	56.95
571-226-715.000	SOCIAL SECURITY	21,444.66	22,310.00	14,599.63	7,710.37	65.44
571-226-716.000	HOSPITALIZATION	97,286.80	100,055.00	70,616.70	29,438.30	70.58
571-226-717.000	LIFE/DISB. INSURANCE	2,929.05	3,447.00	2,291.26	1,155.74	66.47
571-226-718.000	PENSION	25,198.50	28,093.00	16,191.48	11,901.52	57.64
571-226-720.000	BANKED PTO	14,441.21	0.00	0.00	0.00	0.00
571-226-731.000	WORKERS COMP INSURANCE	5,898.70	6,616.00	0.00	6,616.00	0.00
571-226-957.000	TRAINING & DEVELOPMENT	630.00	3,500.00	3,849.00	(349.00)	109.97
Total Dept 226 - PERSONNEL		450,012.72	444,952.00	297,757.94	147,194.06	66.92
Dept 270 - LEGAL/PROFESSIONAL						
571-270-722.000	CONTROLLER	18,448.30	17,633.00	1,039.50	16,593.50	5.90
571-270-802.000	AUDIT FEES	6,300.00	6,300.00	6,300.00	0.00	100.00
571-270-803.000	LEGAL	0.00	500.00	0.00	500.00	0.00
571-270-806.000	ENGINEER	24,323.67	30,000.00	7,308.56	22,691.44	24.36
Total Dept 270 - LEGAL/PROFESSIONAL		49,071.97	54,433.00	14,648.06	39,784.94	26.91
Dept 301 - OPERATING COSTS						
571-301-727.000	SUPPLIES	1,562.79	2,500.00	957.84	1,542.16	38.31
571-301-740.000	OPERATING SUPPLIES	49,132.16	55,000.00	35,858.95	19,141.05	65.20
571-301-741.000	UNIFORMS/GEAR & ALLOWANCE	2,413.26	3,000.00	1,068.88	1,931.12	35.63
571-301-807.000	MEMBERSHIP DUES	0.00	1,000.00	880.00	120.00	88.00
571-301-817.000	LAB & TESTING	3,874.00	7,000.00	3,971.00	3,029.00	56.73
571-301-819.000	COLLECTION SYS ANNUAL MAINT	42,160.17	55,000.00	34,702.29	20,297.71	63.10
571-301-825.000	SEWER ADMINISTRATION FEES	37,500.00	37,500.00	0.00	37,500.00	0.00
571-301-850.000	COMMUNICATION	4,945.81	6,000.00	3,969.37	2,030.63	66.16
571-301-851.000	POSTAGE	3,570.32	3,000.00	2,667.18	332.82	88.91
571-301-900.000	PRINTING & PUBLICATIONS	15.00	200.00	0.00	200.00	0.00
571-301-907.000	Refunds and Rebates	0.00	0.00	2,469.33	(2,469.33)	100.00
571-301-910.000	INSURANCE & BONDS	24,272.00	25,350.00	0.00	25,350.00	0.00
571-301-920.000	UTILITIES	118,764.23	100,000.00	35,165.26	64,834.74	35.17
571-301-930.000	REPAIRS & MAINTENANCE	72,566.53	110,000.00	24,607.90	85,392.10	22.37
571-301-940.000	RENTAL EQUIPMENT	1,246.80	1,000.00	1,181.01	(181.01)	118.10
571-301-950.000	LAND LEASING	0.00	260.00	0.00	260.00	0.00

User: YVETTE

DB: Northfield

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 571 - WASTEWATER TREATMENT FUND						
Expenditures						
571-301-956.000	MISCELLANEOUS	0.00	0.00	10.00	(10.00)	100.00
571-301-968.000	DEPRECIATION EXPENSE	256,704.00	245,652.00	0.00	245,652.00	0.00
Total Dept 301 - OPERATING COSTS		618,727.07	652,462.00	147,509.01	504,952.99	22.61
Dept 333 - TRANSPORTATION						
571-333-860.000	FUEL & MILEAGE	4,022.38	7,000.00	1,100.43	5,899.57	15.72
571-333-930.000	REPAIRS & MAINTENANCE	198.84	1,500.00	0.00	1,500.00	0.00
Total Dept 333 - TRANSPORTATION		4,221.22	8,500.00	1,100.43	7,399.57	12.95
Dept 528 - O & M - BOND & INTEREST						
571-528-954.000	AGENT FEES	648.13	700.00	549.00	151.00	78.43
571-528-989.000	INTEREST 1992 BOND	12,238.76	10,520.00	10,518.76	1.24	99.99
571-528-995.000	DEBT SERVICE - INTEREST	9,805.12	0.00	0.00	0.00	0.00
Total Dept 528 - O & M - BOND & INTEREST		22,692.01	11,220.00	11,067.76	152.24	98.64
Dept 900 - CAPITAL OUTLAY						
571-900-970.000	EQUIPMENT	59,654.00	110,000.00	70,987.00	39,013.00	64.53
Total Dept 900 - CAPITAL OUTLAY		59,654.00	110,000.00	70,987.00	39,013.00	64.53
TOTAL EXPENDITURES		1,204,378.99	1,281,567.00	543,070.20	738,496.80	42.38
Fund 571 - WASTEWATER TREATMENT FUND:						
TOTAL REVENUES		1,391,698.39	1,389,956.00	1,164,509.06	225,446.94	83.78
TOTAL EXPENDITURES		1,204,378.99	1,281,567.00	543,070.20	738,496.80	42.38
NET OF REVENUES & EXPENDITURES		187,319.40	108,389.00	621,438.86	(513,049.86)	573.34
BEG. FUND BALANCE		6,552,701.71	6,740,021.11	6,740,021.11		
END FUND BALANCE		6,740,021.11	6,848,410.11	7,361,459.97		

User: YVETTE

DB: Northfield

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 703 - TAX FUND						
Revenues						
Dept 253 - TREASURER						
703-253-402.000	CURRENT PROPERTY TAX	0.00	0.00	14,542,366.55	(14,542,366.55)	100.00
703-253-445.000	PENALTY & INTEREST ON TAXES	0.00	0.00	11,809.98	(11,809.98)	100.00
Total Dept 253 - TREASURER		0.00	0.00	14,554,176.53	(14,554,176.53)	100.00
TOTAL REVENUES		0.00	0.00	14,554,176.53	(14,554,176.53)	100.00
Expenditures						
Dept 000						
703-000-922.000	LATE FEES AND PENALTIES	0.00	0.00	20.00	(20.00)	100.00
Total Dept 000		0.00	0.00	20.00	(20.00)	100.00
Dept 253 - TREASURER						
703-253-962.000	TAX DISBURSEMENTS	0.00	0.00	14,486,391.30	(14,486,391.30)	100.00
703-253-981.000	TAX INTEREST PMTS	0.00	0.00	8,888.45	(8,888.45)	100.00
Total Dept 253 - TREASURER		0.00	0.00	14,495,279.75	(14,495,279.75)	100.00
TOTAL EXPENDITURES		0.00	0.00	14,495,299.75	(14,495,299.75)	100.00
Fund 703 - TAX FUND:						
TOTAL REVENUES		0.00	0.00	14,554,176.53	(14,554,176.53)	100.00
TOTAL EXPENDITURES		0.00	0.00	14,495,299.75	(14,495,299.75)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	58,876.78	(58,876.78)	100.00
BEG. FUND BALANCE						
END FUND BALANCE				58,876.78		

04/04/2018 02:22 PM

User: YVETTE

DB: Northfield

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

Page 29/32

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 815 - DIST # 5 SEVEN MILE SEWER						
Revenues						
Dept 000						
815-000-665.000	INTEREST INCOME	185.31	150.00	9.22	140.78	6.15
815-000-672.000	SAD INTEREST	7,254.80	6,218.00	169.49	6,048.51	2.73
Total Dept 000		7,440.11	6,368.00	178.71	6,189.29	2.81
TOTAL REVENUES		7,440.11	6,368.00	178.71	6,189.29	2.81
Expenditures						
Dept 301 - OPERATING COSTS						
815-301-968.000	DEPRECIATION EXPENSE	17,519.00	17,519.00	0.00	17,519.00	0.00
Total Dept 301 - OPERATING COSTS		17,519.00	17,519.00	0.00	17,519.00	0.00
Dept 905 - DEBT SERVICE						
815-905-995.000	DEBT SERVICE - INTEREST	7,153.24	6,220.00	6,220.00	0.00	100.00
Total Dept 905 - DEBT SERVICE		7,153.24	6,220.00	6,220.00	0.00	100.00
TOTAL EXPENDITURES		24,672.24	23,739.00	6,220.00	17,519.00	26.20
Fund 815 - DIST # 5 SEVEN MILE SEWER:						
TOTAL REVENUES		7,440.11	6,368.00	178.71	6,189.29	2.81
TOTAL EXPENDITURES		24,672.24	23,739.00	6,220.00	17,519.00	26.20
NET OF REVENUES & EXPENDITURES		(17,232.13)	(17,371.00)	(6,041.29)	(11,329.71)	34.78
BEG. FUND BALANCE		581,988.33	564,756.20	564,756.20		
END FUND BALANCE		564,756.20	547,385.20	558,714.91		

User: YVETTE
DB: Northfield

PERIOD ENDING 03/31/2018
% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 825 - WHITMORE LAKE SEWER DISTRICT						
Revenues						
Dept 000						
825-000-445.000	PENALTY & INTEREST ON TAXES	55.90	0.00	14.41	(14.41)	100.00
825-000-672.000	SAD INTEREST	38,000.02	36,000.00	1,055.58	34,944.42	2.93
Total Dept 000		38,055.92	36,000.00	1,069.99	34,930.01	2.97
TOTAL REVENUES		38,055.92	36,000.00	1,069.99	34,930.01	2.97
Expenditures						
Dept 301 - OPERATING COSTS						
825-301-968.000	DEPRECIATION EXPENSE	1,328.00	12,000.00	0.00	12,000.00	0.00
Total Dept 301 - OPERATING COSTS		1,328.00	12,000.00	0.00	12,000.00	0.00
Dept 905 - DEBT SERVICE						
825-905-954.000	AGENT FEES	500.00	500.00	500.00	0.00	100.00
825-905-986.000	INTEREST EXPENSE - WL SAD BOND	26,137.03	22,394.00	11,196.89	11,197.11	50.00
Total Dept 905 - DEBT SERVICE		26,637.03	22,894.00	11,696.89	11,197.11	51.09
TOTAL EXPENDITURES		27,965.03	34,894.00	11,696.89	23,197.11	33.52
Fund 825 - WHITMORE LAKE SEWER DISTRICT:						
TOTAL REVENUES		38,055.92	36,000.00	1,069.99	34,930.01	2.97
TOTAL EXPENDITURES		27,965.03	34,894.00	11,696.89	23,197.11	33.52
NET OF REVENUES & EXPENDITURES		10,090.89	1,106.00	(10,626.90)	11,732.90	960.84
BEG. FUND BALANCE		756,488.03	766,578.92	766,578.92		
END FUND BALANCE		766,578.92	767,684.92	755,952.02		

User: YVETTE
DB: Northfield

PERIOD ENDING 03/31/2018
% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 890 - N.T. SEWER DISTRICT						
Revenues						
Dept 000						
890-000-665.000	INTEREST INCOME	916.61	750.00	45.94	704.06	6.13
890-000-672.000	SAD INTEREST	27,259.06	17,902.00	333.02	17,568.98	1.86
Total Dept 000		28,175.67	18,652.00	378.96	18,273.04	2.03
TOTAL REVENUES		28,175.67	18,652.00	378.96	18,273.04	2.03
Expenditures						
Dept 301 - OPERATING COSTS						
890-301-968.000	DEPRECIATION EXPENSE	74,187.00	74,187.00	0.00	74,187.00	0.00
Total Dept 301 - OPERATING COSTS		74,187.00	74,187.00	0.00	74,187.00	0.00
Dept 905 - DEBT SERVICE						
890-905-954.000	AGENT FEES	414.37	63.38	351.00	(287.62)	553.80
890-905-998.000	INTEREST NT BOND	7,194.88	0.00	0.00	0.00	0.00
Total Dept 905 - DEBT SERVICE		7,609.25	63.38	351.00	(287.62)	553.80
TOTAL EXPENDITURES		81,796.25	74,250.38	351.00	73,899.38	0.47
Fund 890 - N.T. SEWER DISTRICT:						
TOTAL REVENUES		28,175.67	18,652.00	378.96	18,273.04	2.03
TOTAL EXPENDITURES		81,796.25	74,250.38	351.00	73,899.38	0.47
NET OF REVENUES & EXPENDITURES		(53,620.58)	(55,598.38)	27.96	(55,626.34)	0.05
BEG. FUND BALANCE		2,931,759.44	2,878,138.86	2,878,138.86		
END FUND BALANCE		2,878,138.86	2,822,540.48	2,878,166.82		

04/04/2018 02:22 PM

User: YVETTE

DB: Northfield

REVENUE AND EXPENDITURE REPORT FOR NORTHFIELD TOWNSHIP

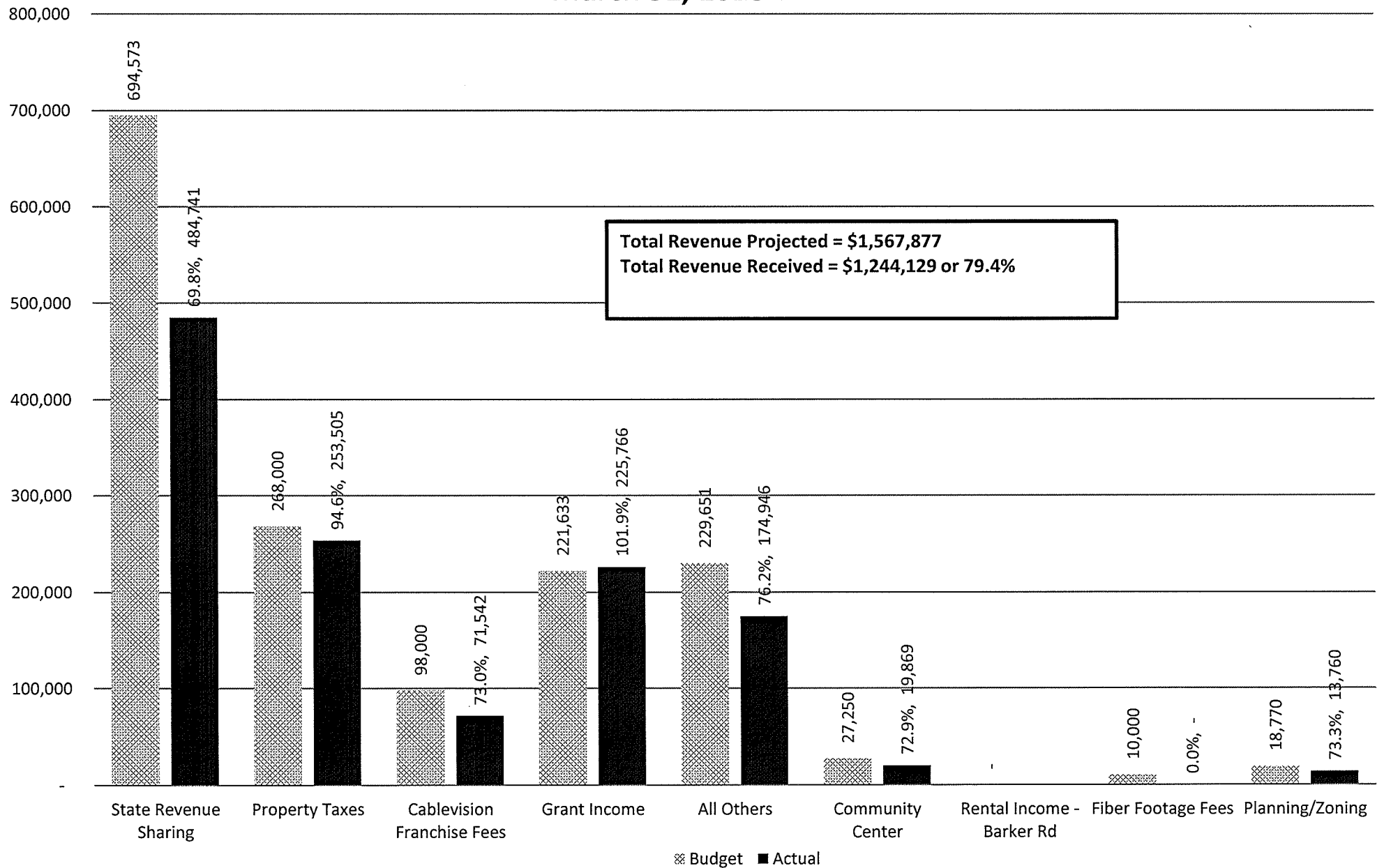
Page 32/32

PERIOD ENDING 03/31/2018

% Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE 06/30/2017	2017-18 AMENDED BUDGET	YTD BALANCE 03/31/2018	AVAILABLE BALANCE	% BDGT USED
Fund 955 - FIRE TRUCK BOND MILLAGE						
Revenues						
Dept 000						
955-000-445.000	PENALTY & INTEREST ON TAXES	580.44	0.00	0.00	0.00	0.00
Total Dept 000		580.44	0.00	0.00	0.00	0.00
TOTAL REVENUES		580.44	0.00	0.00	0.00	0.00
Fund 955 - FIRE TRUCK BOND MILLAGE:						
TOTAL REVENUES		580.44	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		580.44	0.00	0.00	0.00	0.00
BEG. FUND BALANCE		(580.44)				
END FUND BALANCE						
TOTAL REVENUES - ALL FUNDS		7,310,926.59	7,131,870.73	20,111,298.86	(12,979,428.13)	281.99
TOTAL EXPENDITURES - ALL FUNDS		7,586,006.96	7,101,663.92	18,349,259.51	(11,247,595.59)	258.38
NET OF REVENUES & EXPENDITURES		(275,080.37)	30,206.81	1,762,039.35	(1,731,832.54)	5,833.25
BEG. FUND BALANCE - ALL FUNDS		14,437,211.40	14,162,131.03	14,162,131.03		
END FUND BALANCE - ALL FUNDS		14,162,131.03	14,192,337.84	15,924,170.38		

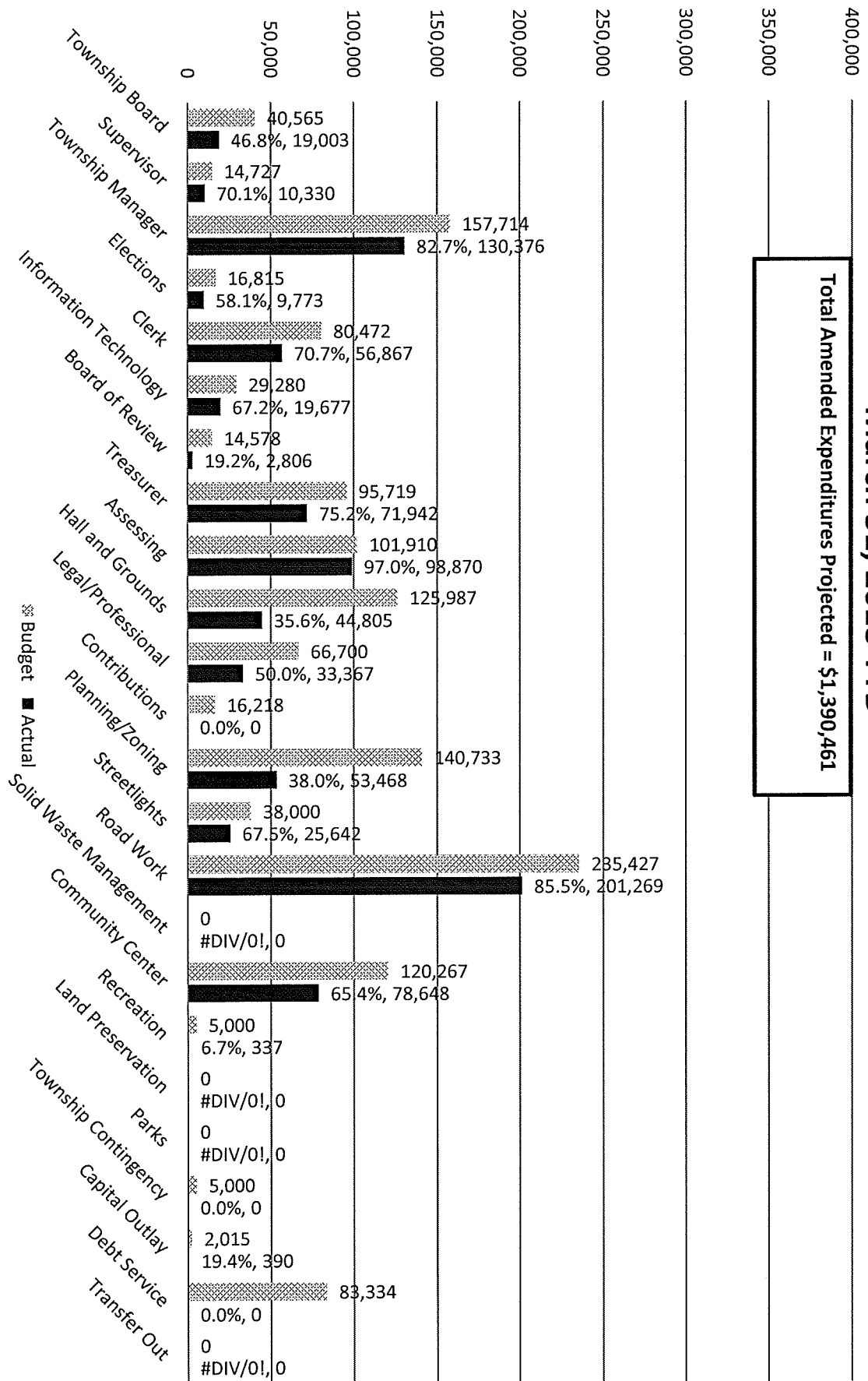
NORTHFIELD TOWNSHIP GENERAL FUND Revenues Projected vs. Received March 31, 2018 YTD

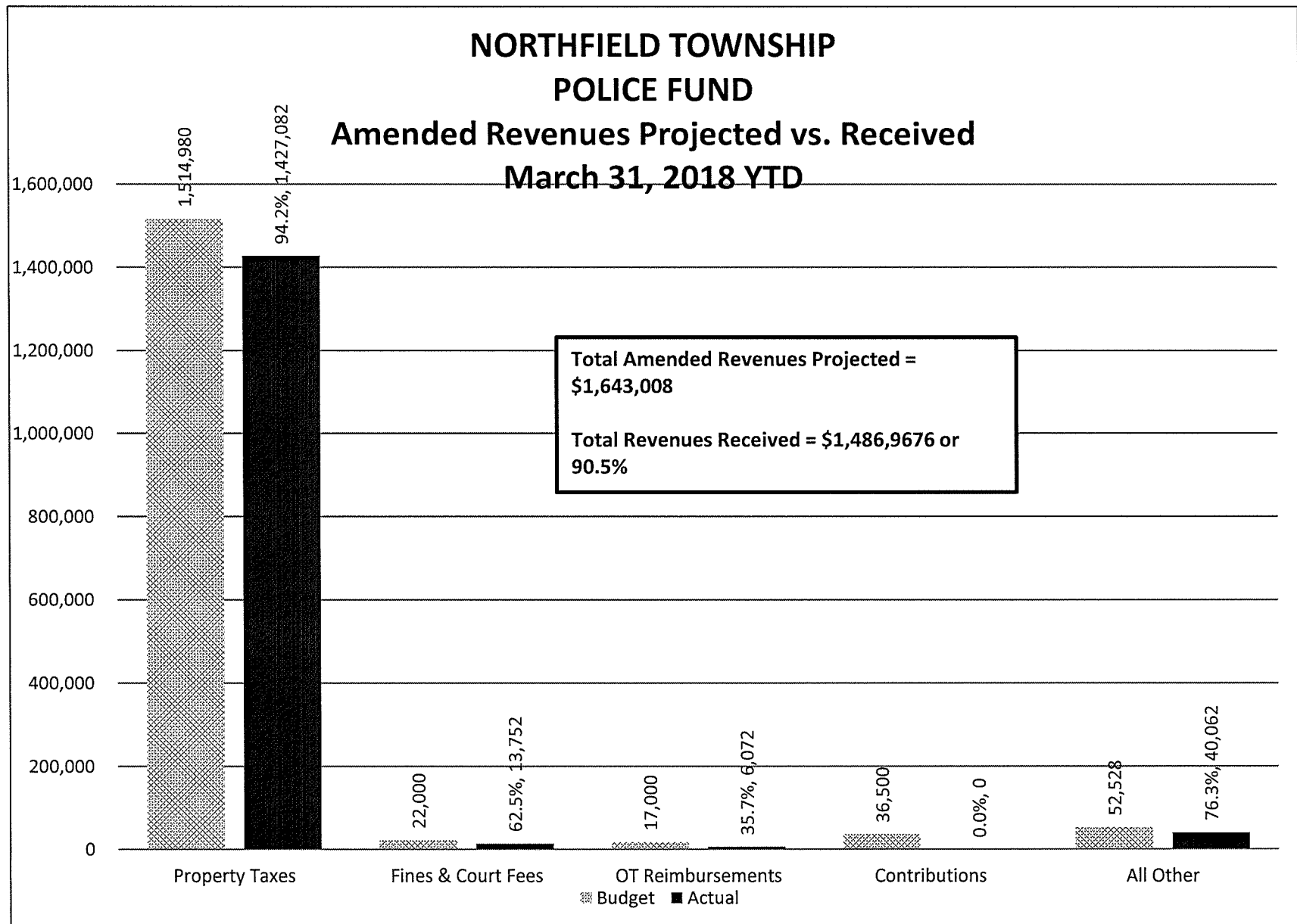


NORTHFIELD TOWNSHIP GENERAL FUND

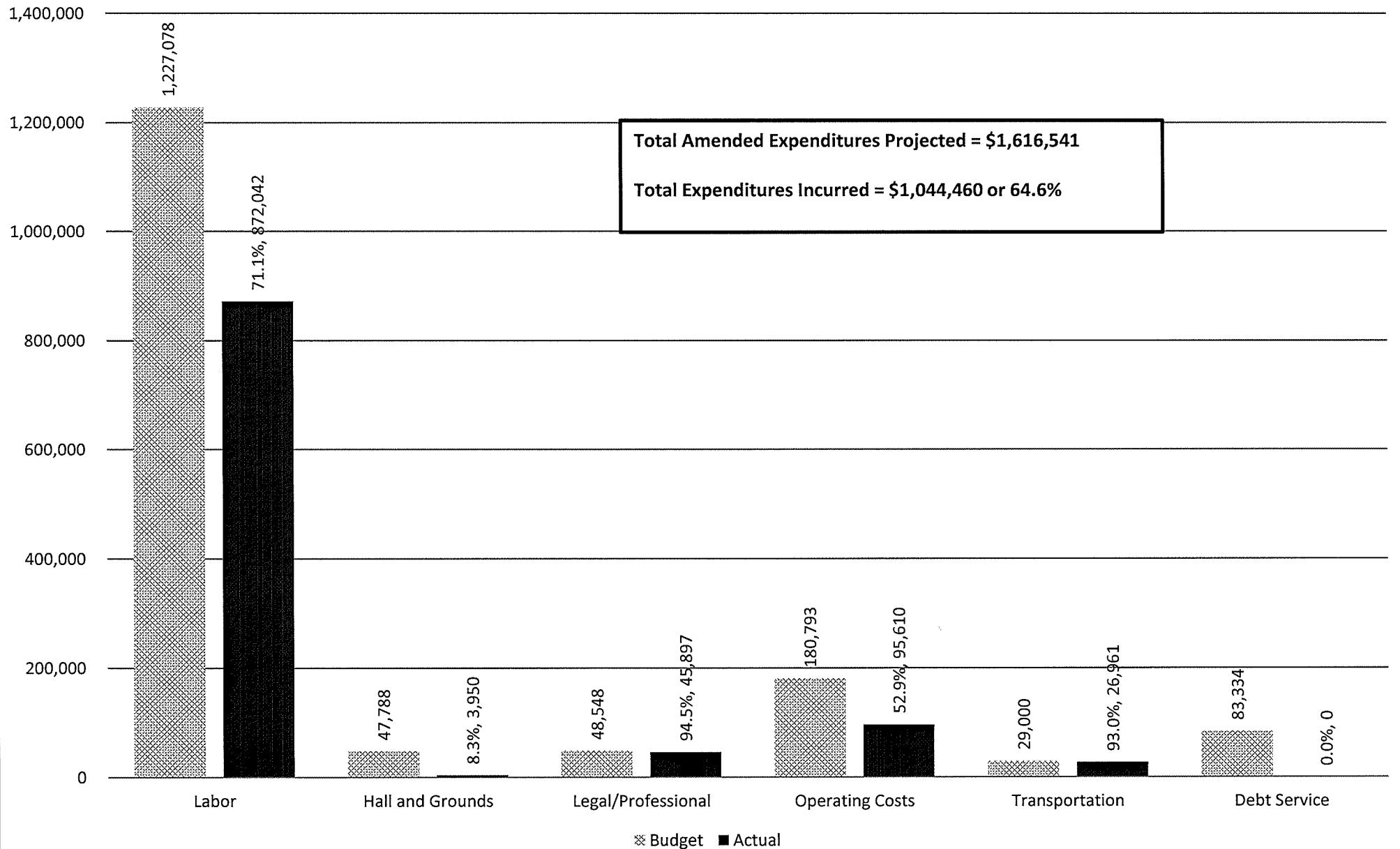
Amended Expenditures Projected vs. Incurred March 31, 2018 YTD

Total Amended Expenditures Projected = \$1,390,461

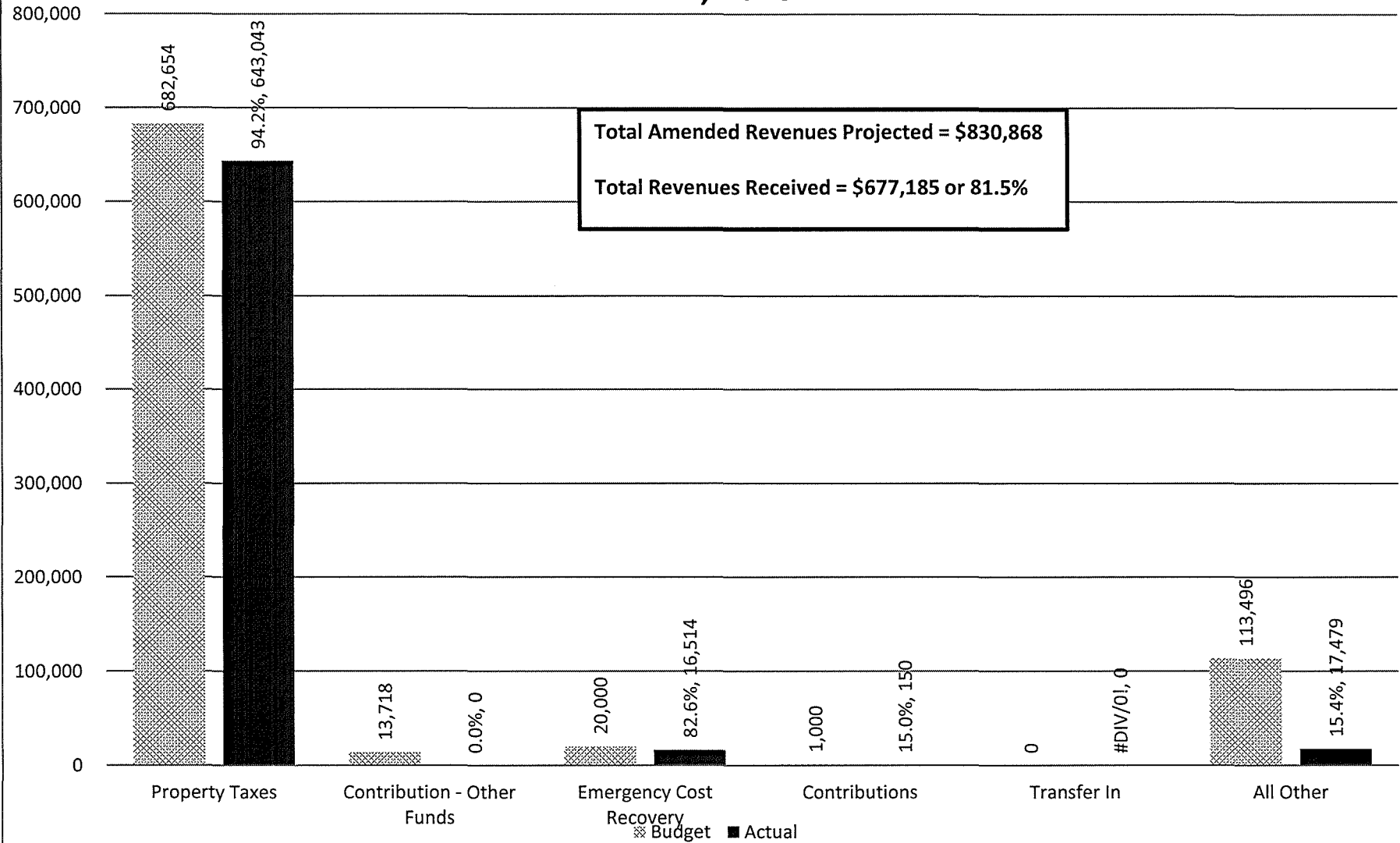




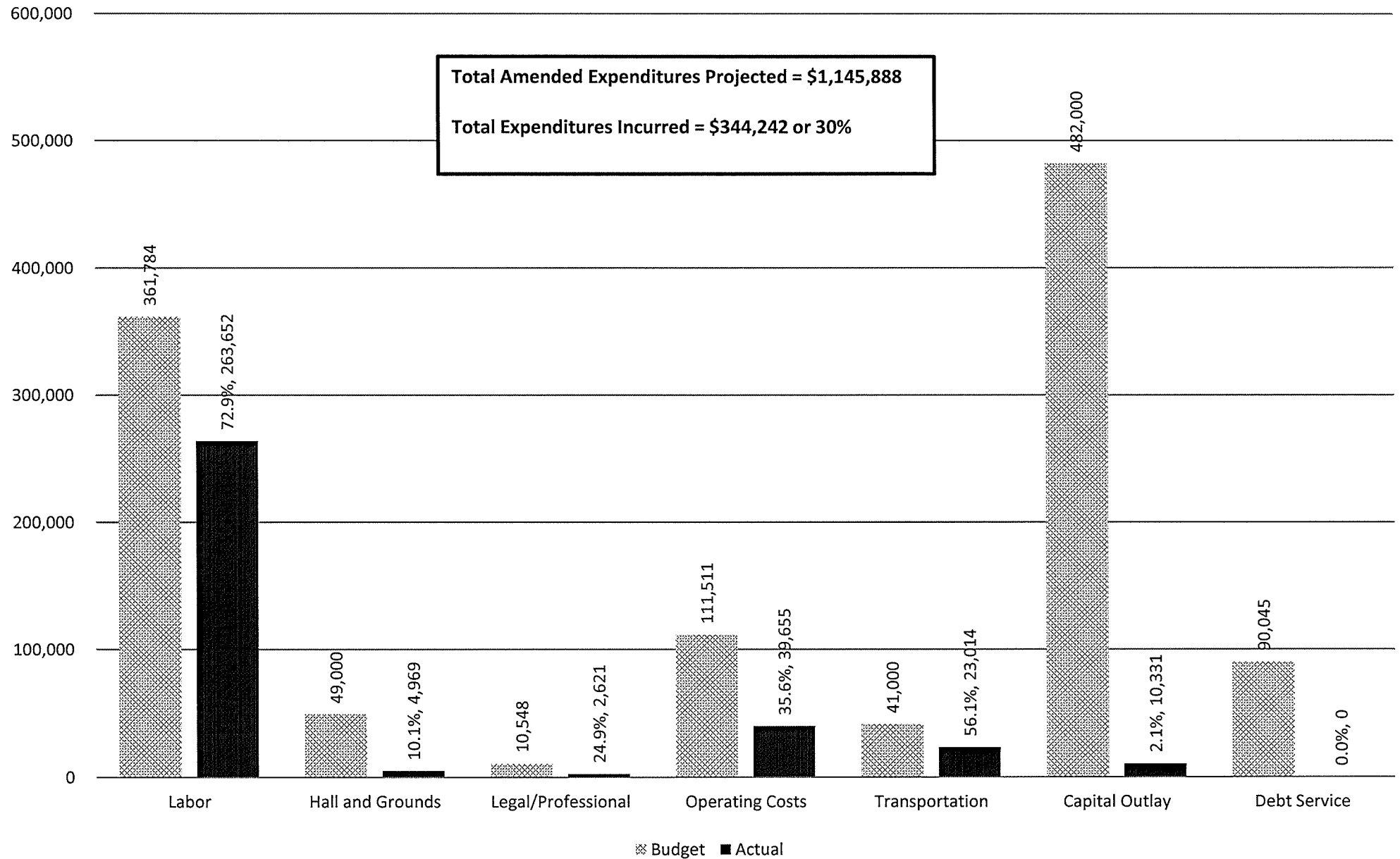
NORTHFIELD TOWNSHIP POLICE FUND Amended Expenditures Projected vs. Incurred March 31, 2018 YTD



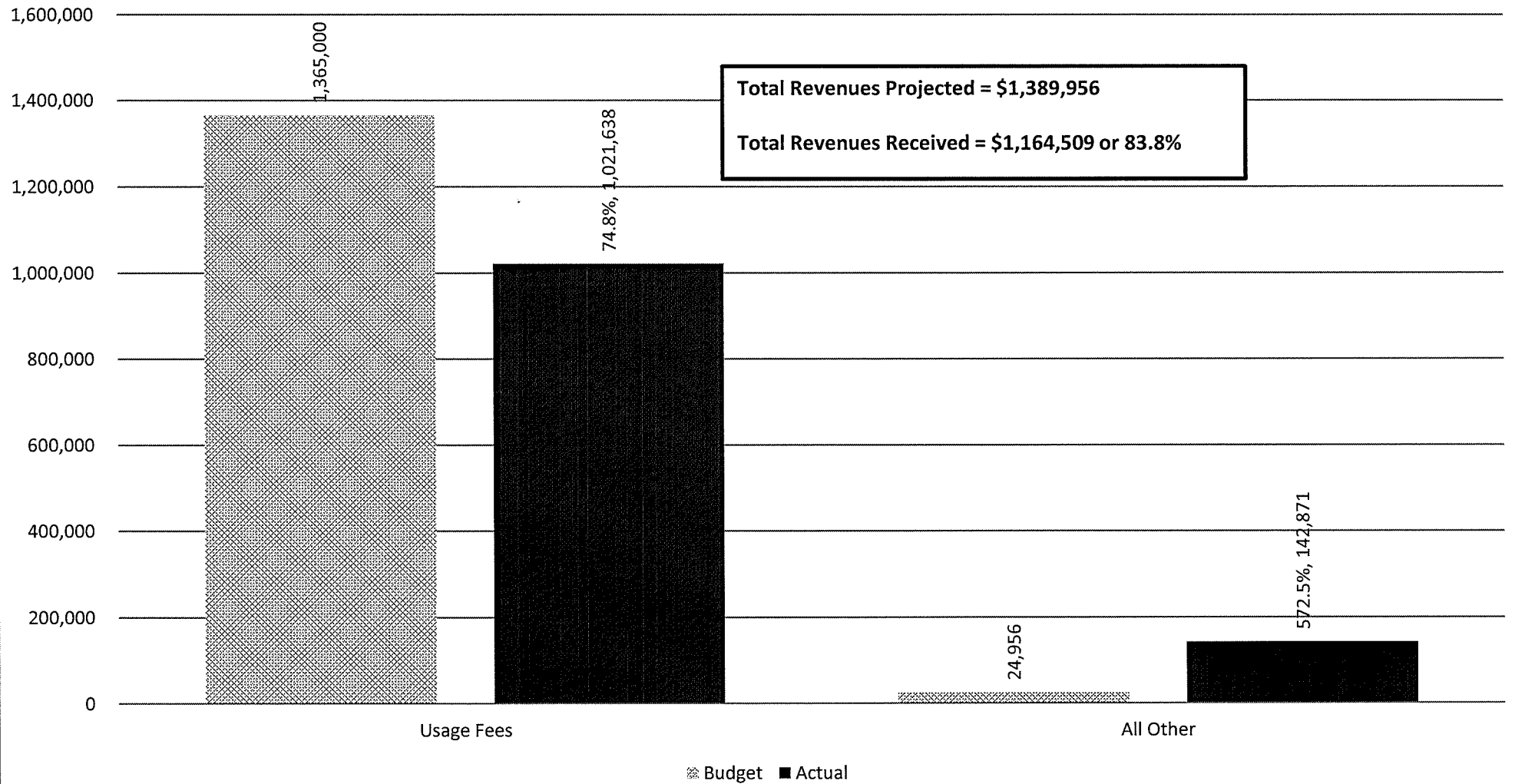
NORTHFIELD TOWNSHIP FIRE/MEDICAL RESCUE FUND Amended Revenues Projected vs. Received March 31, 2018 YTD



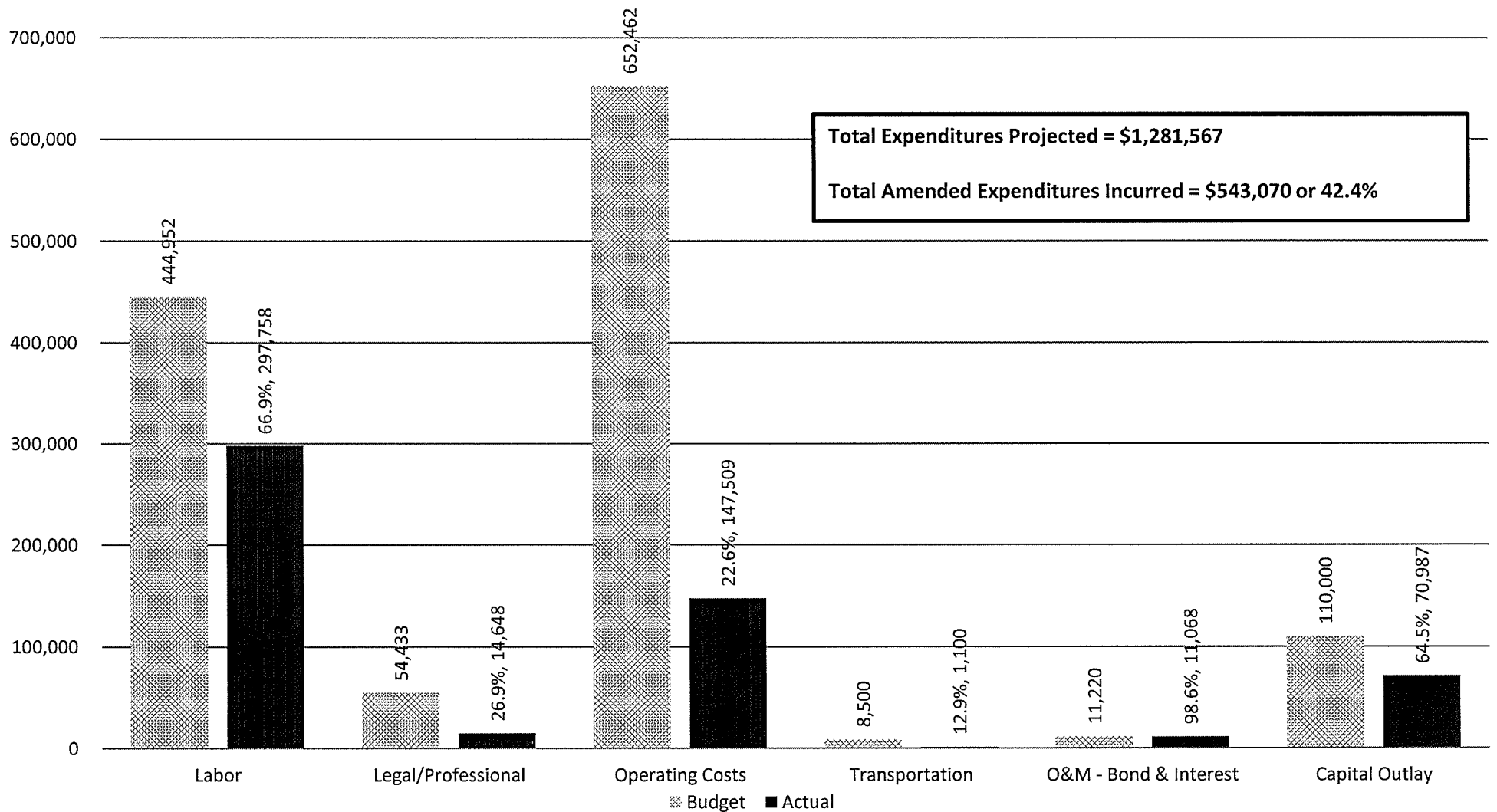
NORTHFIELD TOWNSHIP FIRE/MEDICAL RESCUE FUND Amended Expenditures Projected vs. Incurred March 31, 2018 YTD



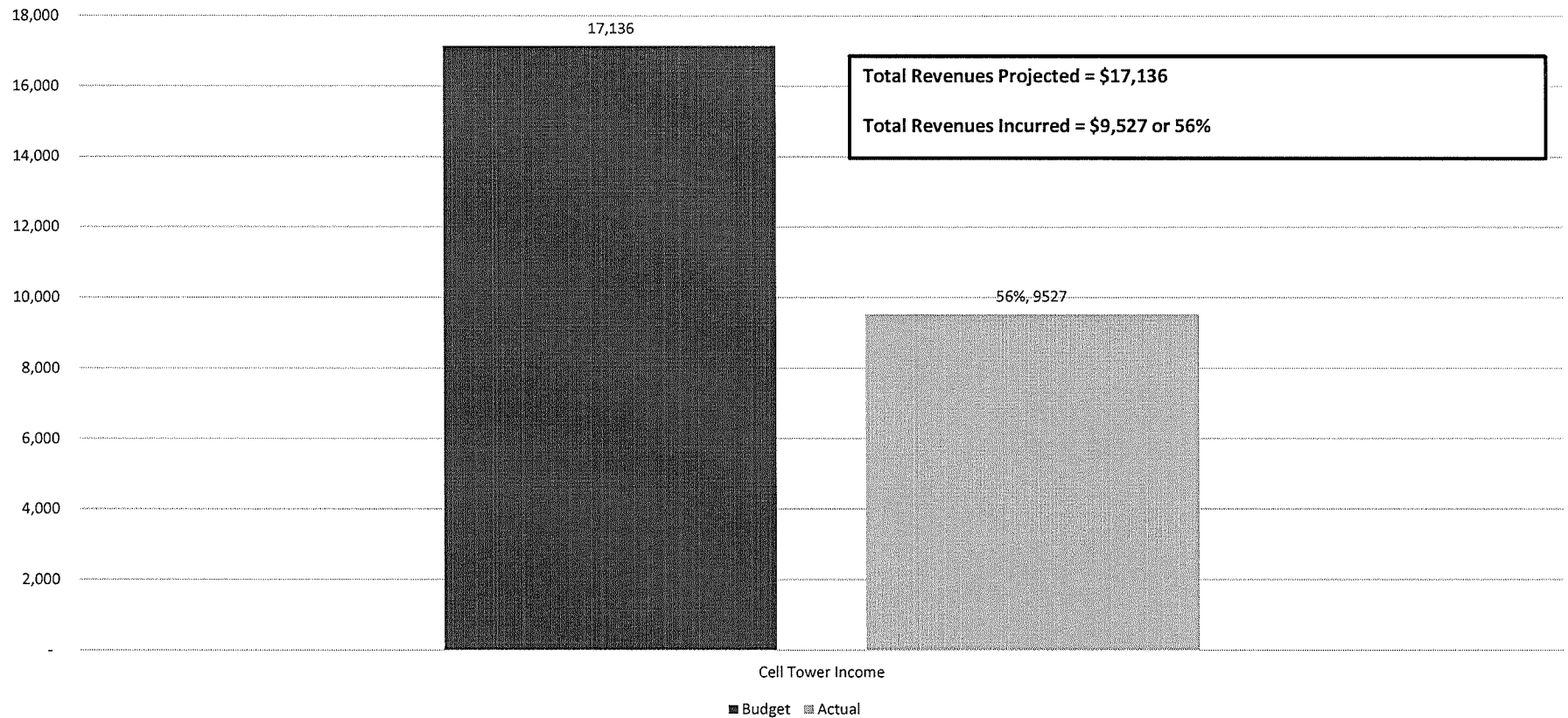
NORTHFIELD TOWNSHIP WWTP FUND Revenues Projected vs. Received March 31, 2018 YTD



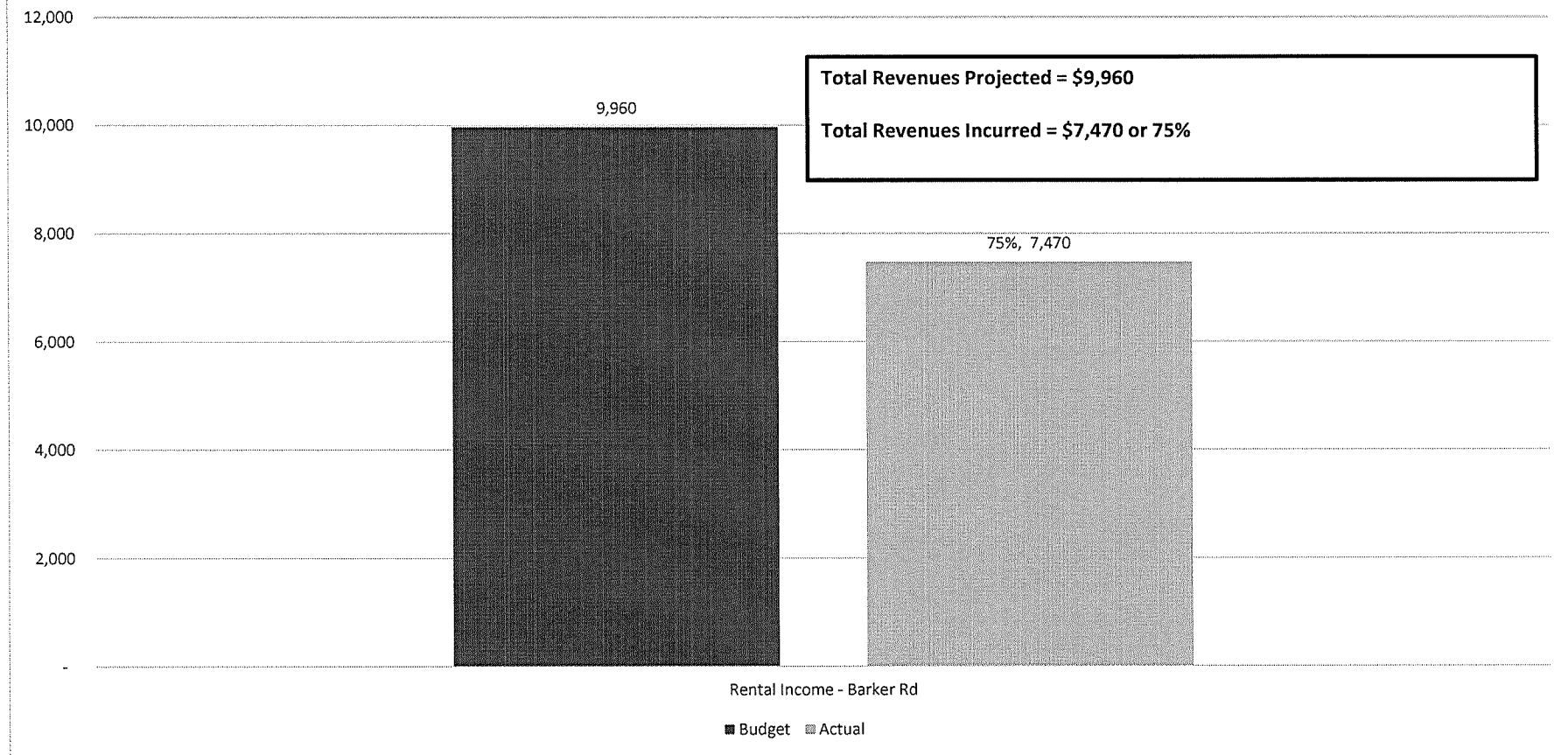
NORTHFIELD TOWNSHIP **WWTP FUND** **Amended Expenditures Projected vs. Incurred** **March 31, 2018 YTD**



**Northfield Township
Fire Station # 2 Fund
Amended Revenues Projected vs. Incurred
March 31, 2018**



**Northfield Township
Rental Property Fund
Amended Revenues Projected vs. Incurred
March 31, 2018**



GENERAL FUND

March, 2018

Revenues

	Budget	Actual	% of Budget Used
State Revenue Sharing	694,573	484,741	69.8%
Property Taxes	268,000	253,505	94.6%
Cablevision Franchise Fees	98,000	71,542	73.0%
Grant Income	221,633	225,766	101.9%
All Others	229,651	174,946	76.2%
Community Center	27,250	19,869	72.9%
Rental Income - Barker Rd	MOVED TO RENTAL PROPERTY FUND		
Fiber Footage Fees	10,000	-	0.0%
Planning/Zoning	18,770	13,760	73.3%
	<u>1,567,877</u>	<u>1,244,129</u>	<u>79.4%</u>

Expenditures

	Budget	Actual	
Township Board	40,565	19,003	46.8%
Supervisor	14,727	10,330	70.1%
Township Manager	157,714	130,376	82.7%
Elections	16,815	9,773	58.1%
Clerk	80,472	56,867	70.7%
Information Technology	29,280	19,677	67.2%
Board of Review	14,578	2,806	19.2%
Treasurer	95,719	71,942	75.2%
Assessing	101,910	98,870	97.0%
Hall and Grounds	125,987	44,805	35.6%
Legal/Professional	66,700	33,367	50.0%
Contributions	16,218	0	0.0%
Planning/Zoning	140,733	53,468	38.0%
Streetlights	38,000	25,642	67.5%
Road Work	235,427	201,269	85.5%
Solid Waste Management	0	0	#DIV/0!
Community Center	120,267	78,648	65.4%
Recreation	5,000	337	6.7%
Land Preservation	0	0	#DIV/0!
Parks	0	0	#DIV/0!
Township Contingency	5,000	0	0.0%
Capital Outlay	2,015	390	19.4%
Debt Service	83,334	0	0.0%
Transfer Out	0	0	#DIV/0!
	<u>1,390,461</u>	<u>857,569</u>	<u>61.7%</u>

LAW FUND**Revenues**

	Budget	Actual	% of Budget Used
Property Taxes	1,514,980	1,427,082	94.2%
Fines & Court Fees	22,000	13,752	62.5%
OT Reimbursements	17,000	6,072	35.7%
Contributions	36,500	0	0.0%
All Other	52,528	40,062	76.3%
	<u>1,643,008</u>	<u>1,486,967</u>	<u>90.5%</u>

Expenditures

	Budget	Actual	
Labor	1,227,078	872,042	71.1%
Hall and Grounds	47,788	3,950	8.3%
Legal/Professional	48,548	45,897	94.5%
Operating Costs	180,793	95,610	52.9%
Transportation	29,000	26,961	93.0%
Debt Service	83,334	0	0.0%
	<u>1,616,541</u>	<u>1,044,460</u>	<u>64.6%</u>

FIRE FUND**Revenues**

	Budget	Actual	% of Budget Used
Property Taxes	682,654	643,043	94.2%
Contribution - Other Funds	13,718	0	0.0%
Emergency Cost Recovery	20,000	16,514	82.6%
Contributions	1,000	150	15.0%
Transfer In	0	0	#DIV/0!
All Other	113,496	17,479	15.4%
	<u>830,868</u>	<u>677,185</u>	<u>81.5%</u>

Expenditures

	Budget	Actual	
Labor	361,784	263,652	72.9%
Hall and Grounds	49,000	4,969	10.1%
Legal/Professional	10,548	2,621	24.9%
Operating Costs	111,511	39,655	35.6%
Transportation	41,000	23,014	56.1%
Capital Outlay	482,000	10,331	2.1%
Debt Service	90,045	0	0.0%
	<u>1,145,888</u>	<u>344,242</u>	<u>30.0%</u>

WWTP FUND**Revenues**

	Budget	Actual	% of Budget Used
Usage Fees	1,365,000	1,021,638	74.8%
All Other	24,956	142,871	572.5%
	<u>1,389,956</u>	<u>1,164,509</u>	<u>83.8%</u>

Expenditures

	Budget	Actual	
Labor	444,952	297,758	66.9%
Legal/Professional	54,433	14,648	26.9%
Operating Costs	652,462	147,509	22.6%
Transportation	8,500	1,100	12.9%
O&M - Bond & Interest	11,220	11,068	98.6%
Capital Outlay	110,000	70,987	64.5%
	<u>1,281,567</u>	<u>543,070</u>	<u>42.4%</u>

Fire Station # 2 Fund**Revenues**

	Budget	Actual	
Cell Tower Income	17,136	9,527	56%
	17,136	9,527	56%

Expenditures

	Budget	Actual	
Grounds/Cleaning/Jan Srv	-	0	#DIV/0!
Utilities	-	0	#DIV/0!
Repairs & Maintenance	-	0	#DIV/0!
	-	0	#DIV/0!

Rental Property Fund**Revenues**

	Budget	Actual	
Rental Income - Barker Rd	9,960	7,470	75%
	9,960	7,470	75%

Expenditures

	0	0	#DIV/0!
--	---	---	---------

FUND BALANCE REPORT
Fund 101: GENERAL FUND
2017-2018 FISCAL YEAR
AS OF 3/31/18

DESCRIPTION	2015-16 ACTIVITY	2016-17 AMENDED BUDGET	2016-17 ACTIVITY THRU 06/30/17	2017-18 AMENDED BUDGET	2017-18 ACTIVITY THRU 3/31/18
TOTAL ESTIMATED REVENUES	1,298,501	1,289,475	1,387,068	1,567,877	1,244,129
TOTAL APPROPRIATIONS	1,245,166	2,026,556	2,201,219	1,390,461	857,569
NET OF REVENUES/APPROPRIATIONS - FUND 101	53,335	(737,081)	(814,151)	177,416	386,560
BEGINNING FUND BALANCE	1,550,163	1,603,499	1,603,499	789,348	789,348
ENDING FUND BALANCE	1,603,498	866,418	789,348	966,764	1,175,908
	Fund Bal % 129%	Fund Bal % 43%	Fund Bal % 36%	Fund Bal % 70%	Fund Bal % 137%

*Fund Balance % = Ending Fund Balance as a Percentage of Total Appropriations

Supervisor's Report

From: Marlene Chockley

Date: April 4, 2018

Points of Information

I have been pursuing the possibility of the construction of a non-motorized path from Barker Rd into the North Village and under the US 23 overpass extending to the new MDOT Park and Ride. This route was identified in the North Village Synthesis Plan. April 5, Paul Lippens and I (Mr. Aynes was not available) attended a meeting with MDOT, SEMCOG, and Washtenaw Area Transportation Study (WATS), and Office of Community and Economic Development (OCED) representatives to discuss the viability of that route and, alternatively, what other options we might have to provide easy access for our residents to that lot.

I also contacted Green Oak officials to inquire about their efforts to lengthen the Great Lake to Lake Trail system and learned that they are moving forward with a non-motorized path down Lemen Road to Eight Mile. The intention is to eventually bring that trail into downtown Whitmore Lake. This is an important connection that will enhance the economic vitality of the Downtown.

Downtown Development Authority – March 26

We did not have a quorum for the DDA meeting so we were not able to conduct any business. However, we did have a resident of the township attend the meeting and were able to hear her concerns and brief her on what is happening in the downtown area.

Southeast Michigan Council of Governments (SEMCOG) – General Assembly – March 22

SEMCOG held a presentation on Road Funding prior to the General Assembly. It was interesting to note that in 2015 Michigan spent \$365 per capita for roads compared to \$510 per capita in Ohio and \$526 U.S. wide. Another take away was that currently 48% of federal aid roads are in poor condition. That percentage will rise to 64% by 2028 if the current funding levels continue. For more information, visit the Transportation Asset Management Council website: <http://www.michigan.gov/tamc/>.

Additional business included the election of Executive Committee members. The General Assembly adopted the Annual Operating Budget and Work Program Summary and the Water Resources Plan for Southeast Michigan.

Washtenaw Urban County Executive Committee – April 4

The Committee received news that the Federal Omnibus bill included an increase in the U.S. Housing and Urban Development budget. The county will learn its final allocation in May or June, but is expecting to be able to provide services to more of the at-risk population in the next year.

The 5-year Consolidated Plan for the use of HUD funds is scheduled for one more public hearing and a final review and vote after receiving the final allocation information this summer. If you are interested in reading the draft plan, you can access it at this link:

http://www.ewashtenaw.org/government/departments/community-and-economic-development/housing-and-community-infrastructure/urban_county/plans_reports_data

Information on the funding allocations for a wide range of programs is also available on the site. Over \$4,000,000 will be provided over the next 2 years for programs serving children, families, seniors, the homelessness, and the disabled.

Respectfully submitted,

Marlene Chockley

Township Manager's Report prepared by Steve Aynes for the April 5, 2018 Board Meeting

Status of Second Floor Office Space Since Contract Signed.

The Building Contractor has submitted preliminary plans and has applied for a Building Permit. The anticipated net revenue from the lease is expected to exceed \$ 100,000 over the next five years.

Code Enforcement and Zoning efforts

Having the Zoning Administrator hold open hours and hours by appointment for at least one day per week is resulting in better communication with the Public and the Township Officials/Staff. Positive results have already started occurring.

SAW Grant Rate Studies

The sewer rate study was completed and submitted to the Township for review and discussion with the Board. The initial presentation was made at the March 27 Board Meeting.

Proposal from Labor Attorney to assist in the updating to the Township Employee Handbook

The Board has expressed their interest in updating this document soon. Comments received to date from the Board have been forwarded to the Labor Attorney. If there are any further suggestions the Board has, please continue to provide these to me. This would help us in this process.

Meeting with staff members of the County Road Commission

Supervisor Chockley and I met with three representatives of the Road Commission to discuss proposed projects and funding which is necessary information in preparing for the Township's 2018-19 Fiscal Year Budget. This was also in preparation for inviting the Road Commission to attend a future meeting with the Board. We also expressed the concern of the public and the Township Board regarding the tree removal issue and the need to improve communication from the Road Commission about projects in the Township. We were told they had canceled a future tree removal project grant due to the public's concerns about the trees.

Budget Process and Capital Improvement Plans

The Township Controller has prepared budget sheets for the Fiscal Year 2018-19 Budget. I will be working with Township employees and consultants on preparing a draft Budget and Capital Improvement Plan for review with the Board.

NORTHFIELD TOWNSHIP

MEMO

To: Northfield Township Board
From: Jennifer Carlisle
Date: 4/5/2018
Re: Civic Event Application: 4th of July Fireworks

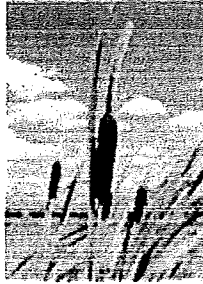
Dear Township Board,

We have received the Civic Event Application for this year's fireworks. A copy of their liability insurance will be coming shortly. If they secure any additional vendors for the event, they will let us know as soon as possible. They are requesting use of the North Village for parking and for a viewing area again this year. I have forwarded a copy of the application to Chief Wagner, and he will be getting in touch with the Fireworks Committee to work out the necessary details.

Please note the Fireworks Committee is requesting to put up a banner in order to help spread the word for the dates of the fireworks. They are requesting the banner to be displayed from Friday, May 25th (the Friday before Memorial Day weekend) through the weekend after the fireworks. They anticipate they will have the banner removed sooner than the date requested.

Sincerely,

Jennifer Carlisle
Asst. to Northfield Township Manager



RECEIVED

APR 02 2018

NORTHFIELD TOWNSHIP

**Civic Event Application
Northfield Township**

8350 Main Street
Whitmore Lake, Michigan 48189
(734) 449-2880

**OFFICE USE
ONLY**

4/2/18
Date Received

By *Jennifer Carlisle*

FEE - \$100.00

501 (6) (3)

Date Received

By *W. Cazan*

**** APPLICATIONS MUST BE FILLED OUT COMPLETELY BEFORE THEY WILL BE CONSIDERED FOR REVIEW ****

Application Date _____ Whitmore Lake 4th of July Fireworks Committee _____ Dennis Cazan _____
Name of Organization Name of Applicant

P.O. Box 424 _____ Whitmore Lake _____ MI _____ 48189 _____
Street Address City State Zip

734-368-1668 _____ 734-449-0664 _____ _____
Cell Phone Home Phone Work Phone Fax

dennis.cazan@yahoo.com _____
Email Address (optional)

4th of July Fireworks _____
Event Title

On Whitmore Lake _____
Event Location

EVENT DAYS / TIMES (Please stipulate the following information for each date of event)

DATE	Day of Week	Beginning Time	Ending Time
30 - June - 2018	Saturday	10pm	11pm
_____	_____	_____	_____
_____	_____	_____	_____

Either 6am or 10am	1 - July - 2018	1 - July - 2018
Set up Time/Day	Tear down Time / Day*	Rain Date (if applicable)

* Tear down time will be strictly enforced. It is the applicant's responsibility to ensure the teardown of all materials with their on-site vendors, sponsors, etc. is complete by the teardown time given above.

ORGANIZATION / APPLICANT INFORMATION

Applications for Civic Events in Northfield Township shall NOT be approved for applicants in default to the Township. Therefore, each Application for Civic Events shall be routed to the Township Treasurer for a determination of any defaults to the Township. In the event a default to the Township exists, the Application shall be disapproved by the Treasury Department, with the nature of the default described as the reason of the disapproval.

TAX IDENTIFICATION NUMBER: 16-1718564

BRIEF DESCRIPTION OF ORGANIZATION'S PURPOSE AND/OR FUNCTION:

Fireworks display to celebrate 4th of July on Whitmore Lake

IS THE ORGANIZATION NON-PROFIT? YES NO
If yes, attach a copy of the organizations Sales Tax Exempt Certificate.

DOES YOUR GROUP PRESENTLY HAVE LIABILITY INSURANCE? YES NO

GENERAL LIABILITY INSURANCE IS REQUIRED NAMING NORTHFIELD TOWNSHIP AS ADDITIONAL INSURED. IF FOOD IS BEING SERVED, PRODUCT LIABILITY MUST BE INCLUDED. LIMITS OF LIABILITY SHOULD BE NO LESS THAN \$1,000,000 COMBINED SINGLE LIMIT FOR BODILY INJURY AND PROPERTY DAMAGE.

PLEASE GIVE A DESCRIPTION OF THE PROPOSED CIVIC EVENT. (Attach additional pages if necessary)

ANNUAL EVENT: Is this event expected to occur next year? YES NO

If Yes, you can reserve a date for next year with this application). To reserve dates for next year, please provide the following information:

Normal Event Schedule (e.g., third weekend in July): Weekend before or after 4th of July

Or Next year's specific date(s): _____

PROCEEDS OF THIS EVENT WILL BE USED FOR:

While proceeds are not expected any funds generated will be used to pay for this years fireworks show or banked to
pay for next years show.

IF THE PROPOSED CIVIC EVENT IS A PARADE OR RUN/WALK EVENT, PLEASE LIST THE
POINT OF ORIGIN, PATH, TERMINATION POINT, NUMBER OF ENTRIES AND TRAFFIC
CONTROL PLAN AS NECESSARY. (Use attached map to clarify the route)(**FEE IS WAIVED FOR
4TH OF JULY PARADE AND HOMECOMING PARADE**)

ARE YOU PLANNING TO CHARGE AN ADMISSION FEE?

YES

☒ NO

IF YES, WHAT KIND AND HOW MUCH?

DO YOU PLAN ON UTILIZING VENDORS AND/OR EXHIBITORS FOR SALES OF ANY KIND?
YES NO

IF YES, COMPLETELY FILL OUT THE ATTACHED VENDOR CONTACT INFORMATION
SHEET(S).

WHAT IS THE FEE CHARGED FOR EACH VENDOR? _____

DO YOU PLAN TO CONTRIBUTE REVENUES RECEIVED FROM THIS EVENT TO LOCAL
ORGANIZATIONS AND/OR COMMUNITY GROUPS? YES ☒ NO

IF YES, TO WHOM AND HOW MUCH?

WHAT IS THE EXPECTED ATTENDANCE FOR THIS EVENT? Approximately 1000 people

DO YOU PLAN ON SUPPLYING ADDITIONAL RESTROOM FACILITIES? (YES) NO

NUMBER OF VOLUNTEERS / STAFF? Approximately 20

HOW WILL THIS EVENT BENEFIT THE RESIDENTS AND/OR IMPROVE THE QUALITY OF LIFE IN NORTHFIELD TOWNSHIP?

The celebration brings the community together. People attending the event will support our local businesses.

ELECTRICAL SERVICES REQUIRED (Please Be as Accurate as Possible)

No

OTHER UTILITIES REQUIRED (Please Be as Accurate as Possible)

No

TOWNSHIP FACILITIES REQUESTED (Please Be as Accurate as Possible)

No Township facilities needed

DO YOU PLAN TO UTILIZE OFF-SITE PARKING FACILITIES (YES) NO

IF SO, WHAT LOCATION IS PLANNED? The North Village/ Community Park next to the post office

WHAT IS YOUR PLAN FOR TRANSPORTATION FROM THE PARKING AREA TO THE EVENT LOCATION?

Currently not anticipating needing transportation, walking or viewing from the parking area is expected.

SIGNAGE REQUESTED (Detail sign locations on the attached map and provide sign renderings)

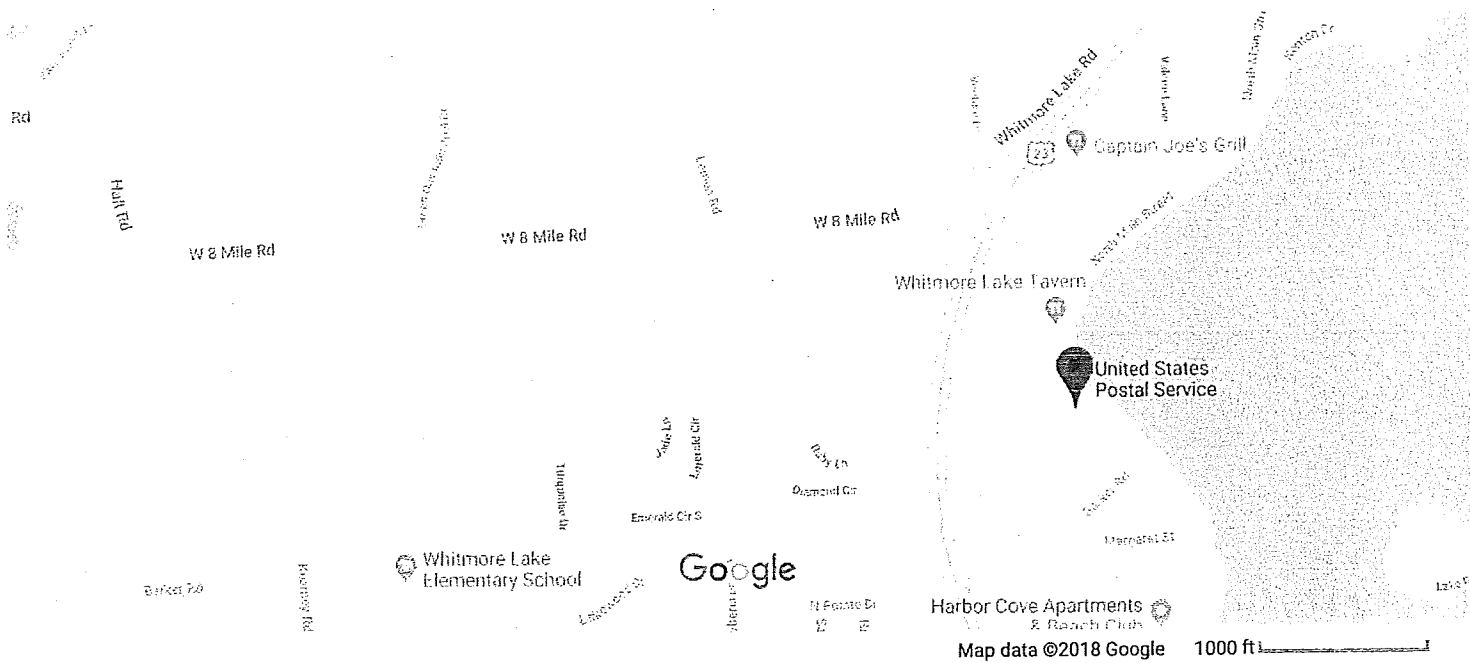
Number of Signs One

Types of Signs Banner

Locations of Signs Banner to be placed over road in front of the post office

Date Signs Posted Fri May 25th

Date Signs Removed July 14th



PLEASE ATTACH LIST OF EQUIPMENT; STAGE, TENTS, VEHICLES, ETC., THAT YOU PROPOSE TO USE IN THE EVENT OR BRING ONTO TOWNSHIP PROPERTY, STREETS OR PARK AREAS - (ALL SUBJECT TO APPROVAL).

STREET CLOSURE

ARE YOU REQUESTING A STREET CLOSURE FOR YOUR EVENT? ☒ YES ☐ NO
If yes, detail the street(s) you would like closed, and the location of the closure(s) on the attached map.

ALCOHOL

DO YOU WANT TO SELL AND/OR SERVE ALCOHOL? YES ☒ NO

IF YES, PLEASE SEE THE ATTACHED SHEET TITLED "ALCOHOL" AND FILL IN THE QUESTIONS COMPLETELY AND IN DETAIL.

SECURITY

If the event requires the overnight setup or storage of goods, equipment, etc. security is the responsibility of the event applicant.

IF YOUR EVENT REQUIRES OVERNIGHT SECURITY, PLEASE PROVIDE THE FOLLOWING DETAILS OF YOUR SECURITY PLAN:

ON SITE REPRESENTATIVES NAMES AND CONTACT NUMBRS:

Name

Contact number

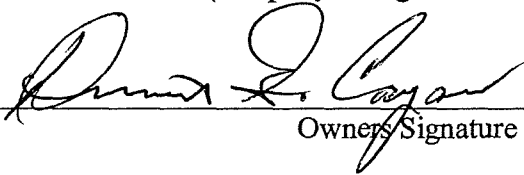
Owner(s) Affidavit*

Whitmore Lake 4th of July

I, Celebration Committee, have authorized Dennis G. Cazan as My
(company or organization owner) (Civic Event Applicant)

Representative for the purpose of obtaining a Civic Event permit(s) from Northfield Township

for my organization located at _____
(company or organization address)


Owners Signature

25 March 2018
Date

INDEMNIFICATION AGREEMENT

Whitmore Lake 4th of July

The Celebration Committee agree(s) to defend, indemnify, and hold harmless the Township of
(business/organization)

Northfield, Michigan, and its agents, officials and employees from any claim, demand, suit, loss, cost of expense, or any damage that may be asserted, claimed or recovered against or from the Whitmore Lake 4th of July Committee (business/organization) and/or the Township of Northfield, by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whomsoever and which damage, injury or death arises out of or is incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or in part by the negligence of Northfield Township or by third parties, or by the agents, servants, employees or factors of any of them.

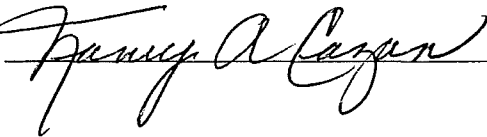
Signature



Date

24 - March - 2018

Witness



Date

24 Mar 2018

ALCOHOL

PLEASE GIVE A BRIEF DESCRIPTION OF THE TYPE OF ALCOHOL TO BE SOLD / SERVED

N/A

WHO WILL BE THE ALOCHOL LICENSE HOLDER?

N/A

ON THE ATTACHED MAP, DETAIL THE LOCATIONS WHERE ALOCHOL WILL BE SOLD / SERVED.

DESCRIBE IN DETAIL YOUR ALCOHOL MANAGEMENT PLAN

N/A

**** IF ALCOHOL SALES OR SERVICE IS APPROVED BY THE TOWNSHIP BOARD AS PART OF THIS EVENT, THE APPLICANT MUST ALSO RECEIVE APPROVAL FROM THE LIQUOR CONTROL COMMISSION**

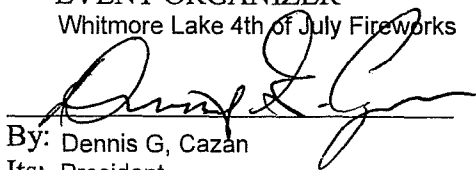
**** IF ALCOHOL SALES OR SERVICE IS APPROVED, EVENT INSURANCE MUST INCLUDE AN ADDITIONAL INDEMNIFICATION FOR ALOCHOL**

ADDITIONAL CIVIC EVENT REQUIREMENTS

- Inspection by Northfield Township Fire and Police Departments is required prior to start of event.
- Any temporary electrical supply provided during a civic event shall be subject to Northfield Township inspection and approval
- A site map shall be provided for all civic events, as required by Northfield Township Public Safety Officials
- No pets are permitted downtown during civic events, unless approved as part of the event.
- No open flame cookers or heaters are permitted without prior approval from the Northfield Township Fire Department.
- Any additional restroom facilities deemed necessary by Northfield Township for this event are to be supplied by the event organizer
- Event organizer staff / volunteers / vendors are responsible for trash control and cleanup.
- Depending upon the type of event, organizer may be required to provide security.
- If radio communications are utilized during civic event, event organizer shall ensure Northfield public safety officials have access to radio or frequencies.
- Event organizer is responsible for arranging for EMS (Ambulance) at the event.
- If privately-owned property is to be utilized by the event organizer as part of any civic event for parking, staging, or similar uses, the event organizer shall be responsible for ensuring there exists all necessary land usage agreements with the private property owner(s), which shall be reviewed and approved by Northfield Township, to ensure adequate ingress, egress, police and fire protection, insurance, etc.

Accepted and agreed to:

EVENT ORGANIZER
Whitmore Lake 4th of July Fireworks


By: Dennis G. Cazan
Its: President

Dated: 24-MARCH, 2018

NORTHFIELD TOWNSHIP APPROVALS/RECOMMENDATIONS/COMMENTS

Whitmore Lake 4th of July Fireworks

Event Title

Police Dept: _____ **Date:** _____

Comments: _____

Fire Dept: _____ **Date:** _____

Comments: _____

Other, if necessary: _____ **Date:** _____

Comments: _____

Clerk: _____ **Date:** _____

Comments: _____

BOARD OF TRUSTEES ACTION: _____ **Date:** _____

VENDOR CONTACT INFORMATION

Company Name	Representative	Phone #	Items Being Sold / Exhibited	On Site Contact Name	On Site Contact Phone #
KONA ICE	John Price	586 709-3288	SNO CONES BEVERAGES	John Price	586 709-3288
MARCO'S PIZZA	Cassandra Blaisdale	734 449-1111 730-4517	PIZZA BEVERAGES	Cassandra	734-7304517
POSSIBLE OTHERS					

Minimum Safety Radius:
(Per-NFPA 1123)

- 3" - 210' Radius
- 4" - 280' Radius
- 5" - 350' Radius
- 6" - 420' Radius
- 8" - 560' Radius

1,000 Radius
Fallout Zone

Main Platform

Launch Location

ACE
PYRO LLC

© 2015 Google

Imagery Date: 5/5/2010 42°29'35.20"

RESOLUTION No. 18-583

**NORTHFIELD TOWNSHIP, MICHIGAN
RESOLUTION REGARDING A TEMPORARY ROAD CLOSURE
REQUESTED BY WHITMORE LAKE 4TH OF JULY FIREWORKS
COMMITTEE**

Minutes of a regular meeting of the Township Board of the Township of Northfield, Washtenaw County, Michigan held on April 10, 2018.

Present: _____

Absent _____

WHEREAS, the Whitmore Lake 4th of July Fireworks Committee is requesting the temporary road closure of Main Street between Barker Road and Eight Mile Rd. on Saturday, June 30, 2018 for the 4th of July fireworks display from 8:00pm until 11:00pm, with a rain date of Sunday, July 1, 2018 from 8:00pm until 11:00pm;

WHEREAS, the Township of Northfield has approved the temporary closure of Main Street as indicated; and

WHEREAS, the Driveways, Banners, and Parades Act 200 of 1969 requires the Township to authorize an official designated by resolution to make such request from the Road Commission.

NOW THEREFORE, BE IT RESOLVED that the Northfield Township Board of Trustees designates and agrees that Dennis Cazan - Representative of Whitmore Lake 4th of July Fireworks Committee be the authorized official designated in this instance, when application is made to the Washtenaw County Road Commission for this temporary road closure.

RESOLUTION IS DECLARED ADOPTED BY ROLL CALL VOTE

AYES: Members _____

NAYS: Members _____

Kathleen Manley
Northfield Township Clerk

Date

****RESOLUTION ACCEPTED AND APPROVED: ____ - ____ ****

**JAMES E. COX
NORTHFIELD TOWNSHIP
WATER POLLUTION CONTROL FACILITY
11500 LEMEN ROAD WHITMORE LAKE MICHIGAN
PHONE 734-449-4159 FAX 734-449-4302**

To: Northfield Township Board of Trustees

From: Dan Willis -Wastewater Treatment Plant Superintendent

Date: April 5, 2018

Subject: Hunter Lewis Pay Increase

Township Board Members,

Hunter Lewis has been with the wastewater crew since January 2, he has completed his 90 days and has done a great job. He has taken over the lab when Brian is off and done an excellent job there. I would like to increase his base pay from 14.42 per hour to 15.00.

Thank You

Dan Willis Wastewater Supervisor

To: Township Board of Directors
From: Steve Aynes, Township Manager
RE: MDOT Fee Waiver
Date: April 4, 2018

Enclosed is a letter from MDOT asking for a waiver of the \$ 200 zoning application fee and the estimated \$ 1,200.00 for the site plan zoning review. This may be another \$ 1-200 if this needs a second review. Also \$ 500 for the lot split if it occurs would be needed.

I originally waived the address application in a spirit of cooperation with the State since it was only \$ 50.

Is the Board willing to waive the fees to the State MDOT on this project?

Yes or No?



Rick Snyder
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

KIRK STUEDLE
DIRECTOR

Mr. Steven Aynes
Northfield Township Manager
8350 Main St., Ste A
Whitmore Lake, MI 48189

Dear Mr. Aynes,

The Michigan Department of Transportation (MDOT) is in the process of requesting an address for the 8 Mile Car Pool Lot located at 8 Mile Road and Whitmore Lake Rd in Northfield Township. The address is for a power service for the electronic devices that are being designed for a smart parking/available spaces application within the car pool lot. During this process we were asked to apply for a zoning permit. In addition to the waiver for the address application fee of fifty (50) dollars, we are requesting a waiver of the two hundred (200) dollar application fee for this location for the zoning application as well as a waiver for the \$1,200 fee for the site plan zoning review.

Thank you for your consideration in this matter. Please let me know if you should require additional information.

A handwritten signature in cursive script, reading "Jennifer Foley".

Jennifer Foley
MDOT University Region
Traffic and Operations Engineer
4701 West Michigan Ave
Jackson, MI 49201

Memo

To: Northfield Township Board of Trustees

From: Marlene Chockley, Supervisor

RE: Streetlight Conversion to LED

Date: April 5, 2018

Trustees,

Attached is a proposal from DTE to convert our 112 mercury vapor streetlights in the township to LED. Those lights are no longer approved to be installed. They represent an environmental hazard, lose their illumination quality as they age, and cost more to operate.

You will note that the return on investment is 2.8 years with the projected annual savings of \$8,697.92. We recently received a rebate of \$16,217 for being improperly charged sales tax on our energy use. A portion of those funds could be used to get this project completed and paid for over this and next fiscal year so there would be little to no impact on the budget.

I have yet to receive a map of all the streetlight locations so we can confirm if each light is operational. However, I do have a listing of them. Note that the township pays for the light whether or not it works and DTE does not monitor them so it is important for us to report any outages. Any lights that are inoperable are replaced at no charge. If any of you who would like to take a set of lights to check and report back, that would be helpful.

I ask the Board's consideration to move this project forward and authorize the township manager to obtain a Municipal Streetlight Purchase Agreement from DTE for the mercury vapor streetlight replacement and authorize his signature on the contract pending approval of the township attorney.

Respectfully submitted,

Marlene Chockley



March 26, 2018

Northfield Township
Attn: Marlene Chockley
8350 Main St
Whitmore Lk, MI 48189

Re: Northfield Township - Conversion of 112 Street Lights to LED

Based on your request, I have attached a cost estimate for the proposed 2018 street light conversion project. The total light count is 112 street lights and reflects the following descriptions:

Overhead (OH) – DTE Owned and Maintained Street Lights on Wood Poles

98 - 175 watt Mercury Vapor to 65 watt LED

14 - 175 watt Mercury Vapor to 80 watt LED

Below please find the estimate breakdown for this project. The costs are based on the Option 1 Municipal Street Light rate - DTE Energy owned and maintained. The rate requires the customer pay a portion of the construction cost. The following information outlines the street lighting installation.

Estimate Breakdown

Project Cost	\$34,496.00
Less DTE Labor Contribution	\$6,944.00
Total Upfront Cost	\$27,552.00
 EO Rebate Issued After Construction	 \$2842.00
Final Cost to Convert after Rebate	\$24,710.00
Current Annual Invoice	\$25,188.80
Future Annual Invoice	\$16,490.88
Annual Savings	\$8,697.92
Payback	2.84 years

After installation, the total cost for additional modification, relocation, or removal will be the responsibility of the requesting party. An authorized signature on the Municipal Street Lighting Purchase Agreement and the payment contribution will be our notification to begin final design and construction scheduling.

Please feel free to contact me if you have any questions at 734-397-4017.

Sincerely,

Brandon R. Faron

Brandon R. Faron
Account Manager
DTE Energy - Community Lighting

Memo

Resolution #18-579

It is essential that board members as representatives of our residents participate in discussions, deliberations, etc. regarding building and zoning applications or proposals presented to the township. **This resolution does not exclude board members from the process.** Quite the opposite, what it does do is allow **ALL** board members to speak to the proposal on those occasions it is presented to the board, or when a Board decision is required to move forward during the process. This, as opposed to one or any number of board members influencing or giving the appearance of influencing the proposal during the process.

The structure of our government requires the elected officials to perform their statutory duties as defined by their position. Any other activities they take on is either voluntary or determined by the board. The processing of applications and proposals is an administrative duty. As a Board we have been proactive in contracting and employing professionals with the knowledge and expertise who's responsibility it is to manage building and zoning applications and proposals.

I feel it is important and in the best interest of the public to keep our processes clean and free from any negative perceptions we can avoid and follow the Planning Commission's lead in eliminating the appearance or actual instance of influence, collusion, political advantage or impartiality.

Administration should also be vigilant in abiding by the intent of this resolution.

Thank You,

Janet Chick

Talking Behind the Public's Back – The Ex-Parte Problem

by Ted Shekell, AICP

October 8th, 2012

Read the start of this article below; to view full article you need to be a PlannersWeb member. Already a member? -- be sure you're logged-in. Not a member? Consider [joining the PlannersWeb](#).

In a democratic society, open, fair decision making is critical to whether the public trusts what the government is doing.

We all like to be “in the know.” There are few things quite as aggravating as feeling like you’re the last person to know what’s going on and being “on the outside looking in.” That’s especially true when as a citizen you’re trying to find out what’s happening on a proposed development project that may affect your community, or possibly even your own home or business.

Yet, that’s what can happen when our government’s decision-making processes give the appearance, real or imagined, of being either one-sided or impartial, and full due process is not provided for.

Ex parte is Latin meaning “from or on one side only, with the other side absent or unrepresented.” In a democratic society, open, fair decision making is critical to whether the public trusts what the

government is doing. In planning circles, *ex parte*, or one-sided communications, are usually problematic, either legally, ethically, or both, particularly when it involves a quasi-judicial action such as is often the case with variances or special use permits.

For example, imagine a defendant in court, prior to the start of his trial, finding out the opposing attorney had dinner with the presiding judge and discussed your case with him. Oh, and by the way, your close friend, who by happenstance was sitting at the table next to them, overheard the judge say “yep, and I think he’s guilty, too.” How about that for a fair trial? Get the jail cell and orange jumpsuit ready ... Most people (particularly the defendant) would be outraged at such a breach of fairness and ethics, not to mention the law.

Now think about the applicability of this principle in the world of planning. A variance or special use permit is typically considered a quasi-judicial action, where a planning commission, zoning board, and/or city council often sit as judges ruling on a specific case and the applicability of facts to it. To help ensure proper due process is given to all parties, they need to hear all the facts equally and openly, as do those who may be opponents, proponents, or just interested by-standers of the matter at hand.

The best advice is for commissioners to avoid *ex-parte* communications or information completely. In the event some new information is given to you on a case, it must be disclosed openly during the process as soon as possible. It is also best practice for planning commissions and city councils to have a policy in place that addresses how *ex-parte* communications are to be handled.

Now there is a difference between quasi-judicial and legislative decision-making, which typically has a broader tolerance for how information is obtained. On especially hot topics, planning commissioners or city council members are often bombarded with phone calls, letters, people catching them at the grocery store or hitting them up at their grandkids baseball game, each giving good reasons why a project should be approved or rejected. However, even though there may be more allowance given to how information is gathered in legislative actions as opposed to quasi-judicial ones, there still exists this whole idea of fairness that is essential to not only making good decisions but also giving the appearance of it. An action doesn't have to be illegal to be ill-advised.

Here's an example, and probably not a too far-fetched one, involving a planning commissioner and an upcoming vote on a project:

"You arrive at a regular planning commission meeting and are approached by a fellow PC member. He tells you that due to new information he has recently received from a neighborhood group opposing the special use permit for a nightclub near their homes, he is going to vote no on the project that evening. He admits that although the public hearing hasn't been held yet, he has already made his decision, and he thinks you should vote no on the project, too."

As a planning commission member, what should you do? How would you respond to your colleague? What ethical problems exist in this case, if any? ...

End of excerpt



Ted Shekell is the long-time Community Development Director for the City of O'Fallon, Illinois. Ted regularly participates in training sessions on a range of topics, including ethical concerns.

Editor's note: I had the pleasure of spending some time with Ted in 2007 during my cross-country trip on U.S. Route 50. I reported on O'Fallon in the following posts: [A Small Town State of Mind](#); [The Creekside Development](#); and [Introductions](#).

You must be [logged in](#) or a [PlannersWeb member](#) to read the rest of the article.

Tags: [Ethics & the Planning Commission](#)

Printed From: <http://plannersweb.com/2012/10/the-two-sides-of-one-sided-communication-the-ex-parte-problem/>

Resolution #18-579

A RESOLUTION OF THE NORTHFIELD TOWNSHIP BOARD OF TRUSTEES TO PRECLUDE BOARD MEMBERS AS INDIVIDUALS FROM PARTICIPATING IN ANY PRE-DEVELOPMENT, CONCEPT MEETINGS OR NEGOTIATIONS WITH BUILDING AND ZONING APPLICANTS

WHEREAS, the Northfield Township Planning Commission, serving as a recommending entity, unanimously agreed on December 6, 2017, that in order to honor the public trust and to avoid actual or perceived conflict of interest, collusion, influence, impartiality or political advantage, Commissioners as individuals or otherwise shall not participate in any ex-parte communications, meetings or negotiations, either in person or via any form of electronic communication, with any applicant/s seeking Building or Zoning approval; and

WHEREAS, Northfield Township has contracted a Township Planner, Zoning Administrator, Township Manager and has employed Building and Zoning Department staff to manage administrative processes related to Building and Zoning items and applications; and

WHEREAS, the Northfield Township Board of Trustees as a voting entity also endeavors to honor the public trust and avoid actual or perceived conflict of interest, influence, impartiality collusion, or political advantage in all government duties and functions; and

WHEREAS, Board members could intentionally or unintentionally be wrongly perceived as representing the will of the Board as a whole or the Community as a whole through their presence or active participation in any pre-development, concept meetings or negotiations with applicants seeking Building or Zoning approval; and

WHEREAS, the Northfield Township Board of Trustees members have the authority to vote for approval or denial of any application, proposal, or contract;

NOW THEREFORE BE IT RESOLVED BY THE NORHTFIELD TOWNSHIP BOARD OF TRUSTEES, that members the Board of Trustees regardless of elected position, in order to avoid actual or perceived conflict of interest, influence, impartiality, collusion, or political advantage shall not participate in any pre-development or concept meetings or negotiations either in person or via any electronic communications with any applicants seeking Building or Zoning approval during the administrative process until such time the application or proposal comes before the Board for direction, comment, approval or denial.

ROLL CALL VOTE:

AYE: _____

NAY: _____

ABSENT: _____

PASSED AND Resolved by the Northfield Township Board of Trustees, Northfield Township,
Michigan, on this ____th day of _____, 2018

Marlene Chockley, Supervisor

ATTEST:

Kathy Manley, Clerk

NORTHFIELD TOWNSHIP

MEMO

To: Northfield Township Board
From: Jennifer Carlisle
Date: 4/5/2018
Re: Kiwanis Proposal for 75 Barker

Dear Township Board,

Kiwanis will be meeting Thursday night, April 5th. On their agenda is to finalize their proposal for 75 Barker. They would like to include this proposal on the Board of Trustees agenda for Tuesday, April 10th but the final version will not be ready in time for the packet distribution. They anticipate that the final draft will be ready before the meeting, and will be distributed to the Board of Trustees prior to the meeting.

Sincerely,

Jennifer Carlisle
Asst. to Northfield Township Manager

To: Township Board

From: Steve Aynes, Township Manager

RE: Health Savings Account (HSA)

Date: April 5, 2018

This is a restatement of the Agreement from 2012 providing this program for qualified employees of the Township who are covered under the Blue Cross/Blue Shield Health programs.

The HSA is provided through Burnham & Flower Insurance Group. This is for an indefinite period of time that started January 1, 2017.

This Agreement has been reviewed on behalf of the Township by the Labor Attorney who expressed no concerns about the Township proceeding with this agreement.

Attached is the agreement including a summary and the proposed Resolution.

Thank you for your consideration.

Burnham&Flower

INSURANCE GROUP

NORTHFIELD (TOWNSHIP OF)-HSA

NORTHFIELD (TOWNSHIP OF)-HSA
8350 Main Street
Whitmore Lake, MI 48189

Section 125 Premium Only Plan

Plan Document

Amended and Restated January 01, 2017

TABLE OF CONTENTS

I. Article - Definitions

II. Article - Participation

01.	ELIGIBILITY
02.	EFFECTIVE DATE OF PARTICIPATION
03.	APPLICATION TO PARTICIPATE
04.	TERMINATION OF PARTICIPATION
05.	TERMINATION OF EMPLOYMENT

III. Article - Contributions to the Plan

01.	SALARY REDIRECTION
02.	APPLICATION OF CONTRIBUTIONS
03.	PERIODIC CONTRIBUTIONS

IV. Article - Benefits

01.	BENEFIT OPTIONS
02.	DESCRIPTION OF BENEFITS
03.	NONDISCRIMINATION REQUIREMENTS

V. Article - Participant Elections

01.	INITIAL ELECTIONS
02.	SUBSEQUENT ANNUAL ELECTIONS
03.	CHANGE OF ELECTIONS

VI. Article - Health Savings Account Program

01.	ESTABLISHMENT OF PROGRAM
02.	COORDINATION WITH PREMIUM ONLY PLAN BENEFITS

VII. Article - Administration

01.	PLAN ADMINISTRATION
02.	EXAMINATION OF RECORDS
03.	PAYMENT OF EXPENSES
04.	APPLICATION OF BENEFIT PLAN SURPLUS
05.	INSURANCE CONTROL CLAUSE
06.	INDEMNIFICATION OF ADMINISTRATOR

VIII. Article - Amendment or Termination of Plan

01. AMENDMENT
02. TERMINATION

IX. Article - Miscellaneous

01. PLAN INTERPRETATION
02. GENDER AND NUMBER
03. WRITTEN DOCUMENT
04. EXCLUSIVE BENEFIT
05. PARTICIPANT'S RIGHTS
06. ACTION BY THE EMPLOYER
07. EMPLOYER'S PROTECTIVE CLAUSES
08. NO GUARANTEE OF TAX CONSEQUENCES
09. INDEMNIFICATION OF EMPLOYER BY PARTICIPANTS
10. FUNDING
11. GOVERNING LAW
12. SEVERABILITY
13. CAPTIONS
14. CONTINUATION OF COVERAGE
15. FAMILY AND MEDICAL LEAVE ACT
16. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT
17. UNIFORMED SERVICES EMPLOYMENT AND REEMPLOYMENT RIGHTS ACT
18. GENETIC INFORMATION NONDISCRIMINATION ACT

Introduction

The company amends and restates this Plan as of January 01, 2017 with an original effective date of July 01, 2012. Its purpose is to provide benefits for those Employees who shall qualify hereunder and their Dependents and beneficiaries. The concept of this Plan is to allow Employees to elect between cash compensation or certain nontaxable benefit options as they desire. The Plan shall be known as the NORTHFIELD (TOWNSHIP OF)-HSA Premium Only Plan (the "Plan").

I. Article - Definitions

01. **"Administrator"** means the individual(s) or corporation appointed by the Employer to carry out the administration of the Plan. The Employer shall be empowered to appoint and remove the Administrator from time to time as it deems necessary for the proper administration of the plan. In the event an Administrator has not been appointed, or resigns from an appointment, the Employer shall be deemed to be the Administrator.
02. **"Benefit"** means any of the optional benefit choices available to a Participant as outlined in the Section titled: "Benefit Options".
03. **"Cash in Lieu of Benefit"** means a taxable payment made by the Plan Sponsor to an Eligible Employee in lieu of the Eligible Employee's participation in Health Care Benefits during the Plan Year, provided the Eligible Employee (i) elects to waive his or her participation in Health Care Benefits and (ii) completes the appropriate benefits waiver forms.
04. **"Code"** means Section 125 of the Internal Revenue Code of 1986, as amended or replaced from time to time, and any governing regulations or applicable guidance thereunder.
05. **"Compensation"** means the total cash remuneration received by the Participant from the Employer during a Plan Year, prior to any reductions pursuant to an Election to Participate form authorized hereunder.
06. **"Dependent"** means any individual who is so defined under an Insurance Contract or who is (i) a Qualifying Child (within the meaning of Code Section 152(c), subject to the exceptions of Code Section 152(b)) or Participant's child (within the meaning of Code Section 152(f)(1)) who has not attained age 27 as of the end of the taxable year, or (ii) a Qualifying Relative who qualifies as a dependent under an Insurance Contract or under (within the meaning of Code Section 152(d), subject to the exceptions of Code Section 152(b)) (as modified by Code Section 105(b)), as applicable. Certain provisions of "Michelle's Law," in which the requirement that a Dependent child have a full-time status in order to extend coverage past a stated age, will generally not apply if the child's failure to maintain full-time status is due to a medically necessary leave of absence or other change in enrollment (such as a reduction of hours). Notwithstanding anything in the Plan to the contrary, the Plan will comply with Michelle's Law.
07. **"Effective Date"** means the effective date of the Plan which is July 01, 2012.
08. **"Election Period"** means the period immediately preceding the beginning of each

Plan Year established by the Administrator for the election of Benefits and Salary Redirections, such period to be applied on a uniform and nondiscriminatory basis for all Employees and Participants. However, an Employee's initial Election Period shall be determined pursuant to the Section titled: "Initial Elections".

09. **"Eligible Employee"** means any Employee who has satisfied the provisions of the Section titled: "Eligibility". However, 2% shareholders as defined under Code Section 1372(b) and self-employed individuals as defined under Code Section 401(c) shall not be eligible to participate in this Plan. An individual shall not be an "Eligible Employee" if such individual is not reported on the payroll records of the Employer as a common law employee. In particular, it is expressly intended that individuals not treated as common law employees by the Employer on its payroll records are not "Eligible Employees" and are excluded from Plan participation even if a court or administrative agency determines that such individuals are common law employees and not independent contractors.
10. **"Employee"** means any person who is employed by the Employer, but generally excludes any person who is employed as an independent contractor and any person who is considered self-employed under Code Section 401(c), as well as any person who is a greater than two percent (2%) shareholder in a Subchapter S corporation, a partner in a partnership or an owner or member of a limited liability company that elects partnership status on its tax return. The term Employee shall include leased employees within the meaning of Code Section 414(n)(2), unless excluded by the terms of an Insurance Contract.
11. **"Employer"** means the or any such entity specified in Item 1 of the Adoption Agreement, and any Affiliated Employer (as defined in the Article titled: "Definitions"), that adopts this Plan; and any successor, that maintain this Plan; and any predecessor that has maintained this Plan.
12. **"Health Savings Account"** means an account established in accordance with Code Section 223(d) to which part of any Eligible Employee's Salary Redirection amounts may be allocated.
13. **"Highly Compensated Employee"** means, for the purposes of determining discrimination, an Employee so described in Code Section 125 and the Treasury Regulations thereunder.
14. **"HSA Trustee"** means the designated Trustee (as defined under Code Section 223(d)(1)(B)) of any Trust established for qualifying account beneficiaries who elect to establish a Health Savings Account.
15. **"Insurance Contract"** means any contract issued by an Insurer underwriting a Benefit.
16. **"Insurance Premium Payment Plan"** means the plan of benefits contained in the Section titled: "Benefit Options" of this Plan, that provides for the payment of Premium Expenses.
17. **"Insurer"** means any insurance company that underwrites a Benefit under this Plan.
18. **"Key Employee"** means an employee defined in Code Section 416(i)(1) and the

Treasury regulations there under.

19. **"Participant"** means any Eligible Employee who elects to become a Participant pursuant to the Section titled: "Application to Participate" and has not for any reason become ineligible to participate further in the Plan.
20. **"Plan"** means the Section 125 Premium Only Plan described in this instrument, including all amendments thereto.
21. **"Plan Year"** means the 12-month period beginning and ending on the dates specified in the Adoption Agreement. The Plan Year shall be the coverage period for the Benefits provided for under this Plan. In the event a Participant commences participation during a Plan Year, then the initial coverage period shall be that portion of the Plan Year commencing on such Participant's date of entry and ending on the last day of such Plan Year.
22. **"Premium Expenses" or "Premiums"** mean the Participant's cost for the insured Benefits described in the Section titled: "Benefit Options".
23. **"Regulations"** means either temporary, proposed or final regulations, as applicable, issued from the Department of Treasury, as well as any guidance or interpretations issued in connection therewith.
24. **"Salary Redirection"** means the contributions made by the Employer on behalf of Participants in accordance with the Section titled: "Salary Redirection". These contributions shall be allocated to the funds or accounts established for cost of applicable Benefits provided under the Plan pursuant to the Participants' elections made under the Article titled: "Participant Elections".
25. **"Spouse"** means "spouse" as defined in an Insurance Contract, then, for purposes of coverage under that Insurance Contract only, "spouse" shall have the meaning stated in the Insurance Contract. In all other cases, "spouse" shall have the meaning stated under applicable federal or state law.
26. **"Uniformed Services"** means the Armed Forces, the Army National Guard, and the Air National Guard when engaged in active duty for training, inactive duty training, or full-time National Guard duty, the commissioned corps of the Public Health Service, and any other category of persons designated by the President of the United States in time of war or emergency.

All other defined terms in this Plan shall have the meanings specified in the various Articles of the Plan in which they appear.

II. Article - Participation

01. Eligibility

As to each Benefit provided hereunder, any Eligible Employee shall be eligible to participate as of the date he satisfies the eligibility conditions set forth in the policy or plan providing such Benefit (the "Eligibility Requirements"), the provisions of which are specifically incorporated herein by reference.

02. Effective Date of Participation

(a) An Eligible Employee shall become a Participant effective as of the later of the date on which he satisfies the Eligibility Requirements of the Plan or the Effective Date of this Plan.

(b) If an Eligible Employee terminates employment after commencing participation in the Plan, except as otherwise provided in the applicable policy or plan providing a Benefit, and such terminated Eligible Employee is rehired within 30 days or less of the date of termination of employment, such rehired Eligible Employee shall not be considered a newly eligible employee and will be reinstated with the same election(s) such individual had before termination. If a terminated Eligible Employee is rehired more than 30 days following termination of employment and is otherwise eligible to participate in the Plan, the individual shall be treated as a newly Eligible Employee and may make a new election under procedures otherwise set forth within this section or the Section titled: "Initial Elections" below as applicable.

03. Application to Participate

An Employee who is eligible to participate in this Plan may, during the applicable Election Period, complete an Election to Participate form that the Administrator shall furnish to the Employee. The Election to Participate form is an irrevocable election made by the Employee to redirect and reduce taxable compensation to cover the Employee's applicable cost of Benefits elected, which shall be applicable until the end of the current Plan Year, unless the Participant is entitled to change his or her Benefit elections pursuant to the Section titled: "Change of Elections".

Such election shall be effective for the first pay period beginning on or after the Employee's effective date of participation pursuant to the Section titled: "Effective Date of Participation". A failure to complete an Election to Participate form shall constitute an election by the Eligible Employee to receive his or her full salary or other compensation in lieu of Benefits available hereunder.

04. Termination of Participation

A Participant shall no longer participate in this Plan upon the occurrence of any of the following events: (a) His or her termination of employment, subject to the provisions of the Section titled: "Termination of Employment"; (b) His or her death; or (c) The termination of this Plan, subject to the provisions of the Section titled: "Termination".

05. Termination of Employment

If a Participant terminates employment with the Employer for any reason other than death, his or her participation in the Plan shall cease, subject to the Participant's right to continue coverage under any Insurance Contract for which premiums have already been paid or any other ability to continue participation in a Health Savings Account pursuant to Code Section 223.

When an Employee ceases to be a Participant, the cafeteria plan must pay the Employee any amount the Employee previously paid for coverage or Benefits to the extent the previously paid amount relates to the period from the date the Employee ceases to be a Participant through the end of that Plan Year.

III. Article - Contributions to the Plan

01. Salary Redirection

Benefits under the Plan shall be financed by Salary Redirections sufficient to support Benefits that a Participant has elected hereunder and to pay the Participant's Premium Expenses. The salary administration program of the Employer shall allow each Participant to agree to reduce his or her pay during a Plan Year by an amount determined necessary to purchase the elected Benefit and to pay the Participant's Premium Expenses. The amount of such Salary Redirection shall be specified by the Plan Sponsor and shall be applicable for a Plan Year. Notwithstanding the above, for new Participants, the Salary Redirections shall only be applicable from the first day of the pay period following the Employee's entry date up to and including the last day of the Plan Year. These contributions shall be allocated to the funds or accounts established under the Plan pursuant to the Participants' elections made in accordance with the Article titled: "Participant Elections".

Any Salary Redirection shall be determined prior to the beginning of a Plan Year (subject to initial elections pursuant to the Section titled: "Initial Elections") and prior to the end of the Election Period and shall be irrevocable for such Plan Year. However, a Participant may revoke a Benefit election after the Plan Year has commenced and make a new Election to Participate (or decline participation on the Election to Not Participate form) with respect to the remainder of the Plan Year, if both the revocation and the new election are on account of and consistent with a change in status and such other permitted events as determined under the Article titled: "Participant Elections" of the Plan and consistent with the rules and regulations of the Department of the Treasury. Salary Redirection amounts shall be contributed on a pro rata basis for each pay period during the Plan Year. All individual Election forms are deemed to be part of this Plan and incorporated herein by reference.

02. Application of Contributions

As soon as reasonably practical after each payroll period, the Employer shall apply the Salary Redirections to provide the Benefits elected by the affected Participants. Any contributions made or withheld from an Employee's compensation, pursuant to the Employee's signed Election to Participate for the Health Savings Account shall be credited to such account. Amounts designated for the Participant's Premium Expense Reimbursement Account shall likewise be credited to such account for the purpose of paying Premium Expenses.

03. Periodic Contributions

Notwithstanding the requirement provided above and in other Articles of this Plan that Salary Redirections be contributed to the Plan by the Employer on behalf of an Employee on a level and pro rata basis for each payroll period, the Employer and Administrator may implement a procedure in which Salary Redirections are contributed throughout the Plan Year on a periodic basis that is not pro rata for each payroll period. In the event Salary Redirections are not made on a pro rata basis, upon termination of participation, a Participant may be entitled to a refund of

such Salary Redirections pursuant to the Section titled: "Termination of Employment".

IV. Article - Benefits

01. Benefit Options

Each Participant may elect to have his or her full compensation paid to him in taxable compensation or elect to have the amount of his or her Salary Redirection amounts applied to any one or more of the optional Benefits or any other group-insured or self-funded Benefit permitted under Code Section 125, that is offered by the Employer as set forth in the Adoption Agreement. If selected as an available Benefit Option under the Employer's Adoption Agreement, each Eligible Individual may elect coverage under the Health Savings Account Program option, in which case the Article titled: "Health Savings Account Program" shall apply.

The Employer may select suitable health and hospitalization Insurance Contracts for use in providing health Benefits, which policies will provide uniform benefits for all Participants electing this Benefit.

02. Description of Benefits

Each Eligible Employee may elect to have the Administrator pay those contributions that the Employee is required to make to the Benefit options described under the Section titled: "Benefit Options", as a condition for the Employee and his or her Dependents to participate in those Benefit options.

03. Nondiscrimination Requirements

(a) It is the intent of this Plan to provide benefits to a classification of Employees that the Secretary of the Treasury finds not to be discriminatory in favor of the group in whose favor discrimination is prohibited under Code Section 125 or applicable Regulations thereunder.

(b) If the Administrator deems it necessary, in order, to avoid discrimination or possible taxation to Highly Compensated Employees, Key Employees or a group of employees in whose favor discrimination is prohibited by Code Section 125, it may, but shall not be required to, reduce contributions or non-taxable Benefits in order to assure compliance with this section. Any act taken by the Administrator under this section shall be carried out in a uniform and nondiscriminatory manner. If the Administrator decides to reduce contributions or non-taxable Benefits, it shall be done in the following manner. First, the non-taxable Benefits of the affected Participant (either an employee who is highly compensated or a Key Employee, whichever is applicable) who has the highest amount of non-taxable Benefits for the Plan Year shall have his or her non-taxable benefits reduced until the discrimination tests set forth in this Section are satisfied or until the amount of his or her non-taxable Benefits equals the non-taxable Benefits of the affected Participant who has the second highest amount of non-taxable Benefits. This process shall continue until the nondiscrimination tests set forth in this Section are satisfied. With respect to any affected Participant who has had Benefits reduced pursuant to this Section, the reduction shall be made proportionately among all insured Benefits. Contributions which are not utilized to provide Benefits to any Participant by virtue of any administrative act under this paragraph shall be forfeited and deposited into the Plan surplus.

V. Article - Participant Elections

01. Initial Elections

An Employee who meets the Eligibility Requirements of the Plan on the first day of, or during, a Plan Year will automatically participate in this Plan for all or the remainder of such Plan Year unless the employee completes the Election Form – Election Not To Participate. For any such newly Eligible Employee, if coverage is effective as of the date of hire pursuant to the Section titled: "Effective date of Participation" above, such Employee shall be eligible to participate retroactively as of their date of hire. Newly Eligible Employee Election amounts will be collected on the first pay period.

02. Subsequent Annual Elections

- a. A Participant will automatically be enrolled in subsequent plan years unless the Participant terminates his or her participation in the Plan by notifying the Administrator in writing during the Election Period that he does not want to participate in the Plan for the next Plan Year;
- b. A Participant may terminate his or her participation in the Plan by notifying the Administrator in writing during the Election Period that he does not want to participate in the Plan for the next Plan Year;
- c. An Employee who elects to not participate for the Plan Year following the Election Period will have to wait until the next Election Period before again electing to participate in the Plan, except as provided for in the Section titled: "Change of Elections".

03. Change of Elections

- a. Any Participant may change a Benefit election after the Plan Year has commenced and make new elections with respect to the remainder of such Plan Year if, under the facts and circumstances, the changes are necessitated by and are consistent with a change in status that is recognized under rules and regulations adopted by the Department of the Treasury. Notwithstanding anything herein to the contrary, if the rules and regulations conflict with provisions of this Plan, then such rules and regulations shall control.

In general, a change in election is not consistent if the change in status is the Participant's divorce, annulment or legal separation from a spouse, the death of a spouse or dependent, or a dependent ceasing to satisfy the Eligibility Requirements for coverage, and the Participant's election under the Plan is to cancel accident or health insurance coverage for any individual other than the one involved in such an event. In addition, if the Participant, spouse or dependent gains or loses eligibility for coverage under a family member's plan as a result of a change in marital status or a change in employment status, then a Participant's election under the Plan to cease or decrease coverage for that individual under the Plan is consistent with that change in status only if coverage for that individual becomes applicable or is increased

under the family member's plan.

Regardless of the consistency requirement, if the individual, the individual's spouse, or dependent, becomes eligible for continuation coverage under the Employer's group health plan as provided in Code Section 4980B or any similar state law, then the individual may elect to increase payments under this Plan in order to pay for the continuation coverage. However, this does not apply for COBRA eligibility due to divorce, annulment or legal separation.

Any new election shall be effective at such time as the Administrator shall prescribe, but not earlier than the first pay period beginning after the election form is completed and returned to the Administrator. For the purposes of this subsection, a change in status shall only include the following events or other events permitted by Treasury regulations:

1. Legal Marital Status: events that change a Participant's legal marital status, including marriage, divorce, death of a spouse, legal separation or annulment;
 2. Number of Dependents: Events that change a Participant's number of dependents, including birth, adoption, placement for adoption, or death of a dependent;
 3. Employment Status: Any of the following events that change the employment status of the Participant, spouse, or dependent: termination or commencement of employment, a strike or lockout, commencement of return from an unpaid leave of absence, or a change in worksite. In addition, if the eligibility conditions of this Plan or another employee benefit plan of the employer of the spouse, or dependent, depend on the employment status of that individual and there is a change in that individual's employment status with the consequence that the individual becomes (or ceases to be) eligible under the applicable plan, then that change constitutes a change in employment under this subsection;
 4. Dependent satisfies or ceases to satisfy the Eligibility Requirements: an event that causes the Participant's dependent to satisfy or cease to satisfy the requirements for coverage due to attainment of age, student status, or any similar circumstance; and
 5. Residency: A change in the place of residence of the Participant, spouse or dependent.
- b. Notwithstanding subsection (a), affected Participants may change an election for accident or health coverage during a Plan Year and make a new election in accordance with the special enrollment rights provided in Code Section 9801(f) pertaining to HIPAA special enrollment rights or the Family and Medical Leave Act.

An affected Participant may change an election for accident or health coverage during a Plan Year and make a new election in accordance with the special enrollment rights provided in Code Section 9801(f), including those authorized under the provisions of the Children's Health Insurance

Program Reauthorization Act of 2009 (SCHIP); provided that such Participant meets the sixty (60) day notice requirement imposed by Code Section 9801(f) (or such longer period as may be permitted by the Plan and communicated to Participants).

Such change shall take place on a prospective basis, unless required by Code Section 9801(f) to be retroactive.

- c. Notwithstanding subsection (a), in the event of a judgment, decree, or order ("order") resulting from a divorce, legal separation, annulment, or change in legal custody (including a qualified medical child support order defined in ERISA Section 609) that requires accident or health coverage for a Participant's child (including a foster child who is a dependent of the Participant):
 - 1. The Plan may change an election in order to provide coverage for the child if the order requires coverage under the Participant's plan; or
 - 2. The Participant shall be permitted to change an election in order to cancel coverage for the child if the order requires the former spouse to provide coverage for such child, under that individual's plan, and such coverage is actually provided.
- d. Notwithstanding subsection (a), Participants may change elections in order to cancel accident or health coverage for the Participant or the Participant's spouse or dependent if the Participant or the Participant's spouse or dependent is enrolled in the accident or health coverage of the Employer and becomes entitled to coverage (i.e., enrolled) under Part A or Part B of the Title XVIII of the Social Security Act (Medicare) or Title XIX of the Social Security Act (Medicaid), other than coverage consisting solely of benefits under section 1928 of the Social Security Act (the program for distribution of pediatric vaccines). If the Participant or the Participant's spouse or dependent who has been entitled to Medicaid or Medicare coverage loses such eligibility, that individual may prospectively elect coverage under the Plan if a benefit package option under the Plan provides similar coverage.
- e. Notwithstanding subsection (a), Participants may make a prospective election change to add group health coverage for the Participant or the Participant's spouse or dependent if the Participant or the Participant's spouse or dependent loses coverage under any group health coverage sponsored by a governmental or educational institution, including (but not limited to) the following: a state children's health insurance program (SCHIP) under Title XXI of the Social Security Act; a medical care program of an Indian Tribal government (as defined in Code Section 7701 (a) (40)), the Indian Health Service, or a tribal organization; a state health benefits risk pool; or a foreign government group health plan, subject to the terms and limitations of the applicable benefit package option(s).

Further, if the Participant or the Participant's spouse or dependent who has been entitled to Medicare or Medicaid loses eligibility for such coverage, the Participant may elect to prospectively commence or increase the accident or health coverage of the individual who loses Medicare or Medicaid eligibility.

- f. Notwithstanding subsection (a), if the cost of a Benefit provided under the Plan increases or decreases during a Plan Year, then the Plan shall automatically increase or decrease, as the case may be, the Salary Redirections of all affected Participants for such Benefit. Alternatively, if the cost of a benefit package option increases significantly, the Administrator shall permit the affected Participants to either make corresponding changes in their payments or revoke their elections and, in lieu thereof, receive on a prospective basis coverage under another benefit package option with similar coverage; or drop coverage prospectively if there is no other benefit package option available that provides similar coverage. This Plan treats coverage by another employer, such as a spouse's or dependent's employer, as similar coverage.

A cost increase or decrease refers to an increase or decrease in the amount of elective contributions under the Plan, whether resulting from an action taken by the Participants, an action taken by the Employer, or an action taken by an Insurer.

- g. Notwithstanding subsection (a), if the cost of a Benefit package option provided under the plan decreases significantly during a Plan Year, the Administrator shall permit the affected Participants to make corresponding changes in their payments; and employees who are otherwise eligible under the Plan may elect the Benefit package option, subject to the terms and limitations of the Benefit package option.

If the coverage under a Benefit is significantly curtailed, and such curtailment results in a complete loss of coverage, affected Participants may revoke their elections of such Benefit and, in lieu thereof, elect to receive on a prospective basis coverage under another plan with similar coverage, or drop coverage prospectively if there is no other Benefit package option available that provides similar coverage.

If the coverage under a Benefit is significantly curtailed, and such curtailment does not result in a loss of coverage, affected Participants may revoke their elections of such Benefit and, in lieu thereof, elect to receive on a prospective basis coverage under another plan with similar coverage.

If, during the period of coverage, a new Benefit package option or other coverage option is added (or an existing Benefit package option or other coverage option is eliminated) or a significantly improved existing Benefit package option is added, then the affected Participants and employees who are otherwise eligible under the Plan may elect the newly-added or significantly improved option (or elect another option if an option has been eliminated) prospectively and make corresponding election changes with respect to other Benefit package options providing similar coverage.

- h. Notwithstanding subsection (a), a Participant may make a prospective election change to add group health coverage for the Participant, or the Participant's Spouse or Dependent, if such individual loses group health coverage under a governmental or educational institution, including a state children's health insurance program under the Social Security Act, the Indian Health Service or a health program offered by an Indian tribal government, a

state health benefits risk pool, or a foreign government group health plan.

- i. Health Savings Account changes. Notwithstanding subsection (a), with regard to the Health Savings Account Benefit specified in the Article titled: "Benefits", a Participant who has elected to make elective contributions under such arrangement may modify or revoke the election prospectively, provided such change is consistent with Code Section 223 and the Treasury regulations thereunder.

VII. Article - Administration

01. Plan Administration

The Employer shall be the Administrator, unless the Employer elects otherwise. The Employer may appoint any person or persons, including, but not limited to, one or more Employees of the Employer, to perform the duties of the Administrator. Any person so appointed shall signify acceptance by filing written acceptance with the Employer. An Administrator may resign by delivering a written resignation to the Employer, to take effect at a date specified therein, or upon delivery to the Employer if no date is specified. The Administrator may be removed by the Employer by delivering a written notice of removal to the Administrator, to take effect at a date specified therein, or upon delivery to the Administrator if no date is specified. Upon the resignation or removal of any individual performing the duties of the Administrator, the Employer may designate a successor.

The operation of the Plan shall be under the supervision of the Administrator. It shall be a principal duty of the Administrator to see that the Plan is carried out in accordance with its terms, and for the exclusive benefit of Employees entitled to participate in the Plan. The Administrator shall have full power to administer the Plan in all of its details, subject, however, to the pertinent provisions of the Code. The Administrator's powers shall include, but shall not be limited to the following authority, in addition to all other powers provided by this Plan:

- a. To make and enforce such rules and regulations as the Administrator deems necessary or proper for the efficient administration of the Plan;
- b. To interpret the Plan, the Administrator's interpretations thereof in good faith to be final and conclusive on all persons claiming benefits by operation of the Plan;
- c. To decide all questions concerning the Plan and the eligibility of any person to participate in the Plan and to receive benefits provided under the Plan;
- d. To reject elections or to limit contributions or Benefits for certain Highly Compensated Participants if it deems such to be desirable in order to avoid discrimination under the Plan in violation of applicable provisions of the Code;
- e. To provide Employees with a reasonable notification of their benefits available under the Plan;
- f. To keep and maintain the Plan documents and all other records pertaining to and necessary for the administration of the Plan;
- g. To keep and communicate procedures to determine whether a medical child support order is qualified under ERISA Section 609; and
- h. To appoint such agents, counsel, accountants, consultants, and actuaries as may be required to assist in administering the Plan.

Any procedure, discretionary act, interpretation or construction taken by the

VI. Article - Health Savings Account Program

01. Establishment of Program

This Health Savings Account Program (hereinafter the "HSA") is intended to qualify as a program under Code Section 223 and shall be interpreted in a manner consistent with such Code Section. The Health Savings Account Program is provided and administered by the HSA Trustee.

02. Coordination with Premium Only Plan Benefits

All Participants in the Premium Only Plan are eligible to receive Benefits under this HSA, as long as they otherwise meet the definition of an Eligible Individual set forth in Code Section 223. The Employer may allow Employees to make contributions to the HSA with pre-tax dollars, as governed and elected under the Adoption Agreement. In circumstances in which Employees are allowed to make pre-tax contributions to the HSA, the Employer shall also have the option of making contributions to the Employee's HSA as well, through usage of this Plan and as otherwise set forth herein after consideration of, among other provisions. The Articles titled: "Contributions to the Plan", and "Benefits" as they relate to applicability of Employer contributions and applicable nondiscrimination standards. The enrollment and termination of participation under the Premium Only Plan shall constitute enrollment and termination of participation under this HSA. In addition, other matters concerning contributions, elections and the like shall be governed by the general provisions of this Premium Only Plan.

Administrator shall be done in a nondiscriminatory manner based upon uniform principles consistently applied and shall be consistent with the intent that the Plan shall continue to comply with the terms of Code Section 125 and the Treasury regulations thereunder.

02. Examination of Records

The Administrator shall make available to each Participant, Eligible Employee and any other Employee of the Employer such records as pertain to their respective interests under the Plan for examination at reasonable times during normal business hours.

03. Payment of Expenses

Any reasonable administrative expenses shall be paid by the Employer unless the Employer determines that administrative costs shall be borne by the Participants under the Plan or by any Trust Fund which may be established hereunder. The Administrator may impose reasonable conditions for payments, provided that such conditions shall not discriminate in favor of Highly Compensated Employees.

04. Application of Benefit Plan Surplus

Any forfeited amounts credited to the Benefit Plan surplus by virtue of the failure of a Participant to incur a qualified expense may, but need not be, separately accounted for after the close of the Plan Year in which such forfeitures arose. In no event shall such amounts be carried over to reimburse a Participant for expenses incurred during a subsequent Plan Year for the same or any other Benefit available under the Plan; nor shall amounts forfeited by a particular Participant be made available to such Participant in any other form or manner, except as permitted by Treasury regulations. Amounts in the Benefit Plan surplus shall first be used to defray any administrative costs and experience losses and thereafter be retained by the Employer.

05. Insurance Control Clause

In the event of a conflict between the terms of this Plan and the terms of an Insurance Contract of a particular Insurer whose product is then being used in conjunction with this Plan, the terms of the Insurance Contract shall control as to those Participants receiving coverage under such Insurance Contract. For this purpose, the Insurance Contract shall control in defining the persons eligible for insurance, the dates of their eligibility, the conditions which must be satisfied to become insured, if any, the Benefits Participants are entitled to and the circumstances under which insurance terminates.

06. Indemnification of Administrator

The Employer agrees to indemnify and to defend to the fullest extent permitted by law any Employee serving as the Administrator or as a member of a committee designated as Administrator (including any Employee or former Employee who previously served as Administrator or as a member of such committee) against all liabilities, damages, costs and expenses (including attorney's fees and amounts paid in settlement of any claims approved by the Employer) occasioned by any act or omission to act in connection with the Plan, if such act or omission is in good

faith.

VIII. Article - Amendment or Termination of Plan

01. Amendment

The Employer, at any time or from time to time, may amend any or all of the provisions of the Plan without the consent of any Employee or Participant. No amendment shall have the effect of modifying any benefit election of any Participant in effect at the time of such amendment, unless such amendment is made to comply with federal, state or local laws, statutes or regulations.

02. Termination

The Employer is establishing this Plan with the intent that it will be maintained for an indefinite period of time. Notwithstanding the foregoing, the Employer reserves the right to terminate the Plan, in whole or in part, at any time. In the event the Plan is terminated, no further contributions shall be made. Benefits under any Insurance Contract shall be paid in accordance with the terms of the Contract.

Any amounts remaining in any such fund or account as of the end of the Plan Year in which Plan termination occurs shall be forfeited and deposited in the Benefit Plan surplus.

IX. Article - Miscellaneous

01. Plan Interpretation

All provisions of this Plan shall be governed and interpreted by the Employer, or its delegated Administrator, as applicable, in its full and complete discretion and shall be otherwise applied in a uniform, nondiscriminatory manner. This Plan shall be read in its entirety and not severed except as provided in the Section titled: "Severability".

02. Gender and Number

Wherever any words are used herein in the masculine, or feminine, or are gender neutral, they shall be construed as though they were also used in another gender in all cases where they would so apply, and whenever any words are used herein in the singular or plural form, they shall be construed as though they were also used in the other form in all cases where they would so apply.

03. Written Document

This Plan document, in conjunction with any separate written document which may be required by law, is intended to satisfy the written Plan requirement of Code Section 125 and any Regulations thereunder relating to Cafeteria Plans.

04. Exclusive Benefit

This Plan shall be maintained for the exclusive benefit of the Employees who participate in the Plan.

05. Participant's Rights

This Plan shall not be deemed to constitute an employment contract between the Employer and any Participant or to be a consideration or an inducement for the employment of any Participant or Employee. Nothing contained in this Plan shall be deemed (i) to give any Participant, or (ii) Employee the right to be retained in the service of the Employer or to interfere with the right of the Employer to discharge any Participant or Employee at any time regardless of the effect which such discharge shall have upon him as a Participant of this Plan.

06. Action by the Employer

Whenever under the terms of the Plan the Employer is permitted or required to do or perform any act or matter or thing, it shall be done and performed by a person duly authorized by the Employer to do so.

07. Employer's Protective Clauses

- a. Upon the failure of the Employer to obtain the insurance contemplated by this Plan (whether as a result of negligence, gross neglect or otherwise), a Participant's Benefits shall be limited to the insurance premium(s), if any, that remained unpaid for the period in question and the actual insurance proceeds, if any, received by the Employer or the Participant as a result of the Participant's claim.

- b. The Employer's liability to a Participant shall only extend to and shall be limited to any payment actually received by the Employer from the Insurer. In the event that the full insurance Benefit contemplated is not promptly received by the Employer within a reasonable time after submission of a claim, then the Employer shall notify the Participant of such facts and the Employer shall no longer have any legal obligation whatsoever (except to execute any document called for by a settlement reached by the Participant). The Participant shall be free to settle, compromise or refuse the claim as the Participant, in his or her sole discretion, shall see fit.
- c. The Employer shall not be responsible for the validity of any Insurance Contract issued hereunder or for the failure on the part of the Insurer to make payments provided for under any Insurance Contract. Once insurance is applied for or obtained, the Employer shall not be liable for any loss which may result from the failure to pay Premiums to the extent Premium notices are not received by the Employer.

08. No Guarantee of Tax Consequences

Neither the Administrator nor the Employer makes any commitment or guarantee that any amounts paid to or for the benefit of a Participant under the Plan will be excludable from the Participant's gross income for federal or state income tax purposes, or that any other federal or state tax treatment will apply to or be available to any Participant. Notwithstanding the foregoing, the rights of Participants under this Plan shall be legally enforceable.

09. Indemnification of Employer by Participants

If any Participant receives one or more payments or reimbursements under the Plan that are not for a permitted Benefit, such Participant shall indemnify and reimburse the Employer for any liability it may incur for failure to withhold federal or state income tax or Social Security tax from such payments or reimbursements. However, such indemnification and reimbursement shall not exceed the amount of additional federal and state income tax that the Participant would have owed if the payments or reimbursements had been made to the Participant as regular cash compensation, plus the Participant's share of any Social Security tax that would have been paid on such compensation, less any such additional income and Social Security tax actually paid by the Participant.

10. Funding

Unless otherwise required by law, contributions to the Plan need not be placed in trust or dedicated to a specific Benefit, but shall instead be considered general assets of the Employer until the Premium Expense required under the Plan has been paid. Furthermore, and unless otherwise required by law, nothing herein shall be construed to require the Employer or the Administrator to maintain any fund or segregate any amount for the benefit of any Participant, and no Participant or other person shall have any claim against, right to, or security or other interest in, any fund, account or asset of the Employer from which any payment under the Plan may be made.

11. Governing Law

This Plan is governed by the Code and the Treasury regulations issued thereunder (as they might be amended from time to time). In no event does the Employer guarantee the favorable tax treatment sought by this Plan. To the extent not preempted by federal law, the provisions of this Plan shall be construed, enforced and administered according to the laws of the state of .

12. **Severability**

If any provision of the Plan is held invalid or unenforceable, its invalidity or unenforceability shall not affect any other provisions of the Plan, and the Plan shall be construed and enforced as if such provision had not been included herein.

13. **Captions**

The captions contained herein are inserted only as a matter of convenience and for reference, and in no way define, limit, enlarge, or describe the scope or intent of the Plan, nor in any way shall they affect the Plan or the construction of any provision thereof.

14. **Continuation of Coverage**

Notwithstanding anything in the Plan to the contrary, in the event any benefit under this Plan subject to the continuation coverage requirement of Code Section 4980B becomes unavailable, each Participant will be entitled to continuation coverage as prescribed in Code Section 4980B.

15. **Family and Medical Leave Act**

Notwithstanding any provision in this Plan to the contrary, if a Participant goes on a qualifying unpaid leave under the Family and Medical Leave Act of 1993 (FMLA), to the extent required by the FMLA and, after consideration of Treasury Regulation Section 1.125-3 as applicable, the Employer will continue to maintain the Participant's benefits under this Plan on the same terms and conditions as though he/she were still an active Employee (i.e., the Employer will continue to pay its share of the premium to the extent the Employee opts to continue his or her coverage). If the Employee opts to continue his or her coverage, the Employee may pay his or her share of the premium with after-tax dollars while on leave (or pre-tax dollars to the extent he/she receives compensation during the leave), or the Employee may be given the option to pre-pay all or a portion of his or her share of the premium for the expected duration of the leave on a pre-tax salary reduction basis out of his or her pre-leave Compensation by making a special election to that effect prior to the date such Compensation would normally be made available to him or her (provided, however, that pre-tax dollars may not be utilized to fund coverage during the next plan year), or via other arrangements agreed upon between the Employee and the Administrator (e.g., the Administrator may fund coverage during the leave and withhold "catch-up" amounts upon the Employee's return). Upon return from such leave, the Employee will be permitted to reenter the Plan on the same basis the Employee was participating in the Plan prior to his or her leave, or as otherwise required by the FMLA.

Furthermore, if a Participant goes on a qualifying paid leave under the FMLA, to the extent required by the FMLA, the Employee will continue coverage while on FMLA by the method normally used during any paid leave.

In all instances, a paid or unpaid leave under FMLA will be treated in the same manner and consistent with a non-FMLA paid or unpaid leave.

16. **Health Insurance Portability and Accountability Act**

Notwithstanding anything in this Plan to the contrary, this Plan shall be operated in accordance with HIPAA and regulations thereunder.

17. **Uniformed Services Employment and Reemployment Rights Act**

Notwithstanding any provision of this Plan to the contrary, contributions, benefits and service credit with respect to qualified military service shall be provided in accordance with USERRA and the regulations thereunder, as well as any other applicable Regulations specific to the rights and obligations of Employers with Employees on active military leave.

18. **Genetic Information Nondiscrimination Act**

Notwithstanding any provision of this Plan to the contrary, this Plan shall be operated in accordance with GINA and regulations thereunder.

Adoption Agreement

For NORTHFIELD (TOWNSHIP OF)-HSA

Section 125 Premium Only Plan

The undersigned Employer adopted the Premium Only Plan for those Employees who shall qualify as Participants thereunder. It shall be effective as of the date specified below. The Employer hereby selects the following Plan specifications:

1. **Name of Employer:** NORTHFIELD (TOWNSHIP OF)-HSA
2. **Effective Date:** This adopted Premium Only Plan shall be effective as of **July 01, 2012**
3. **Plan Year:** Your Plan's records are maintained on the basis of a twelve-month period. This is known as the Plan Year. The adopted plan year begins on January 01 and ends on December 31.
4. **Employer's Principal Office:**
8350 Main Street
Whitmore Lake, MI 48189
5. **Benefits:** All the benefits listed below are included in this plan:
 - o **Health Plan.** Premiums that are payroll deducted on a pre-tax basis may include the following:
 - Group Medical Insurance
 - Group Dental Insurance
 - Group Vision Insurance
 - HSA Contributions
 - o **Cash In Lieu** - A taxable payment made by your employer in lieu of an Eligible Employee's participation in the group Health Plan.

NORTHFIELD (TOWNSHIP OF)-HSA

By:

Name:

Title:

CERTIFICATE OF RESOLUTION

The undersigned authorized representative of **NORTHFIELD (TOWNSHIP OF)-HSA** (the Employer) hereby certifies that the following resolutions were duly adopted by the governing body of the Employer on _____, and that such resolutions have not been modified or rescinded as of the date hereof:

RESOLVED, that the form of amended and restated Welfare Benefit Plan, effective January 01, 2017, presented to this meeting (and a copy of which is attached hereto) is hereby approved and adopted, and that the proper agents of the Employer are hereby authorized and directed to execute and deliver to the Administrator of said Plan one or more counterparts of the Plan.

RESOLVED, that the Administrator shall be instructed to take such actions that the Administrator deems necessary and proper in order to implement the Plan, and to set up adequate accounting and administrative procedures for the provision of benefits under the Plan.

RESOLVED, that the proper agents of the Employer shall act as soon as possible to notify the employees of the Employer of the adoption of the Plan and to deliver to each employee a copy of the Summary Plan Description of the Plan, which Summary Plan Description is attached hereto and is hereby approved.

The undersigned further certifies that attached hereto as Exhibits, are true copies of NORTHFIELD (TOWNSHIP OF)-HSA's Benefit Plan Document and Summary Plan Description approved and adopted at this meeting.

NORTHFIELD (TOWNSHIP OF)-HSA

By: _____

Name: _____

Title: _____

Burnham&Flower

INSURANCE GROUP

NORTHFIELD (TOWNSHIP OF)-HSA

NORTHFIELD (TOWNSHIP OF)-HSA
8350 Main Street
Whitmore Lake, MI 48189

Section 125 Premium Only Plan

Summary Plan Description

Amended and Restated January 01, 2017

INTRODUCTION

The Company's Premium Only Plan ("Plan") has been established to allow Eligible Employees to pay for certain benefits on a pre-tax basis. There are specific benefits that you may elect, and they are outlined in this Summary Plan Description. You will also be informed about other important information concerning the Plan, such as the conditions you must satisfy before you can join and the laws that protect your rights.

Read this Summary Plan Description ("SPD") carefully so that you understand the provisions of the Plan and the benefits you will receive. This SPD describes the Plan's benefits and obligations as contained in the Plan document, which governs the operation of the Plan. The Plan document is written in much more technical language. Please note that if the non-technical language in this SPD and the legal language of the Plan document conflict, the Plan document will always govern the Plan. Also, if there is a conflict between any of the insurance contracts and either the Plan document or this Summary Plan Description, the insurance contracts will control the respective insurance policies. If you wish to receive a copy of the legal Plan document, please contact the Plan Administrator.

The Plan is subject to the Internal Revenue Code and other federal and state laws and regulations that may affect your rights under this plan. This SPD explains the current details of the Plan in order to comply with all applicable legal requirements. From time to time, the Plan may be revised due to a change in laws or due to pronouncements by the Internal Revenue Service (IRS) or other federal agencies. This Plan may be amended or terminated by the Company. If the Plan is ever amended or changed, the Company will notify you.

This SPD was designed to provide you with information regarding the Company Premium Only Plan. If this SPD does not answer all of your questions, please contact the Administrator (or other assigned person). The name and address of the Administrator can be found within this SPD

Overview

This section contains general information, which you may need to know about the NORTHFIELD (TOWNSHIP OF)-HSA Premium Only Plan.

General Information

1. The name of the Plan is the NORTHFIELD (TOWNSHIP OF)-HSA Premium Only Plan.
2. The company amends and restates this Plan as of January 01, 2017 with an original effective date of July 01, 2012.
3. This Plan's records are maintained over a twelve-month period. This is known as the Plan Year. The adopted plan year begins on January 01 and ends on December 31.
4. This Plan is unfunded, meaning that the funds to pay Benefits and to otherwise operate the Plan come from the general assets of the Employer and not from a separate trust arrangement or fully-insured insurance arrangement.

Employer Information:

Your Employer's name, address, and tax identification number are:

NORTHFIELD (TOWNSHIP OF)-HSA
8350 Main Street
Whitmore Lake, MI 48189
Federal Employer I.D. Number: 38-1812291

Plan Administrator Information:

The name, address, and tax identification number of your Plan's Administrator are:

NORTHFIELD (TOWNSHIP OF)-HSA
8350 Main Street
Whitmore Lake, MI 48189
Federal Employer I.D. Number: 38-1812291

The Administrator keeps the records for the Plan and is responsible for the administration of the Plan. The Administrator will also answer any questions you may have about the Plan. You may contact the Administrator for any further information about the Plan.

Service of Legal Process

The name and address of the Plan's agent for service of legal process are:

NORTHFIELD (TOWNSHIP OF)-HSA
8350 Main Street
Whitmore Lake, MI 48189
Federal Employer I.D. Number: 38-1812291

Type of Administration

The type of Plan administration is Employer Administration.

Unless the Plan provides otherwise, the Administrator keeps the records for the Plan and is responsible for the administration and interpretation of the Plan. The Administrator will also answer any questions you may have about the Plan.

01. How Does This Plan Operate?

Before the start of each Plan Year, you will be able to elect to have some of your future salary or other compensation contributed to the Plan in lieu of receiving those amounts in cash, and your future salary or other compensation will be automatically reduced by the amount elected as a contribution to the Plan. The money contributed will be used to pay for benefits you have elected based on the options sponsored by your Employer (and as identified on your "Election to Participate" form). The portion of your pay that is contributed to pay for the benefits provided for under the Plan is not subject to State or Federal income or Social Security taxes. In other words, the Plan allows you to use tax-free dollars to pay for insurance coverage, premium amounts, or other allowable plan contributions or expenses which you normally pay for with out-of-pocket, taxable dollars.

02. What Happens to Contributions Made to the Plan?

Before each Plan Year begins, you will select the benefits or programs you desire to pay for through the Plan with your own pre-tax contributions. Then, during each pay period during that Plan Year, the contributions deducted from your paycheck will be used to pay your portion of your employer-sponsored benefit coverage. Any contribution amounts that are not used during a Plan year to provide insurance benefits will be forfeited and may not be paid to you in cash or used to provide benefits specifically for you in a later Plan year with the exception of HSA contributions that remain available for your use under terms established under your HSA arrangement.

03. When Is the "Election Period" for Our Plan?

Your initial election period will start on the date you first meet the "eligibility requirements" and

end 30 days thereafter. Then, for each following Plan Year, the election period is established by the Administrator and applied uniformly to all participants. It will be a period of time prior to the beginning of each Plan Year. The Administrator will inform you each year about the election period. Your previous elections will be maintained unless a change request is provided to the Plan Administrator by the deadline of the Open Enrollment period.

04. May I Change My Elections During the Plan Year?

Generally, you cannot change the elections you have made after the beginning of the Plan Year. However, there are certain limited situations when you can change your elections. For example: you are permitted to change elections if you have a "change in status" and you make an election change that is consistent with the "change in status." Currently, Federal law considers the following events to be "changes in status":

- Marriage, divorce, death of a spouse, legal separation or annulment;
- Change in the number of dependents, including birth, adoption, placement for adoption, or death of a dependent;
- Any of the following events for you, your spouse or dependent: commencement or termination of employment, a strike or lockout, commencement of or return from an unpaid leave of absence, a change in worksite, or any other change in employment status that affects eligibility for benefits;
- One of your dependents satisfies or ceases to satisfy the requirements for coverage due to change in age, student status, or any similar circumstance, including a change to cover adult children who have not attained age 27 as of the end of the taxable year; and
- A change in the place of residence of you, or your spouse or dependent.

There are detailed rules on when a change in election is deemed to be consistent with a "change in status." In addition, there are separate laws that give you rights to change accident and/or health coverage for you, your spouse, or your dependents. If you change coverage due to rights you have under the law, then you can make a corresponding change in your elections under the Plan. If any of these conditions apply to you, you should contact the Administrator.

If the cost of a benefit provided under the Plan increases or decreases during a Plan Year, then we will automatically increase or decrease, as the case may be, your salary redirection election. If the cost increases significantly, you will be permitted to (i) make corresponding changes in your payments, (ii) revoke your election and obtain coverage under another benefit package option with similar coverage, or (iii) revoke your election entirely.

If the coverage under a Benefit is significantly curtailed, and such curtailment results in a complete loss of coverage, then you may revoke your elections and elect to receive, on a prospective basis, coverage under another plan with similar coverage. In addition, if we add a new coverage option or eliminate an existing option, or significantly improve an existing option, you may elect the newly added or improved option (or elect another option if an option has been eliminated) and make corresponding election changes to other options providing similar coverage. If you are not a Participant, you may elect to join the Plan. There are also certain situations when you may be able to change your elections on account of a change under the plan of your spouse's, former spouse's or dependent's employer.

A change in compensation or a financial "hardship" is not a reason to change your election amount.

If you have declined enrollment in the Plan for you or your dependents (including a spouse) because of coverage under Medicaid or the Children's Health Insurance Program (CHIP), there may be a right to enroll in this Plan if there is a loss of eligibility for the government-provided coverage. However, a request for enrollment must be made within 60 days after the government-provided coverage ends.

In addition, if you declined enrollment in the Plan for you or your dependents (including

spouse), and later become eligible for state assistance through a Medicaid or Children's Health Insurance Program that provides help with paying for Plan coverage, there may be a right to enroll in this Plan. However, a request for enrollment must be made within 60 days after the determination of eligibility for the state assistance.

The Plan may permit you to make a prospective election change that is on account of and corresponds with a change made under another employer plan that is a cafeteria plan or a qualified benefits plan if the election for a period of coverage for this Plan is different from the period of coverage (open enrollment) under the other plan.

However, with respect to the Health Savings Account, you may modify or revoke your elections without having had a change in status

05. May I Make New Elections in Future Plan Years?

You will automatically be enrolled in subsequent plan years unless you terminate your participation in the Plan by notifying the Administrator in writing during the Election Period that you do not want to participate in the Plan for the next Plan Year.

06. What Insurance Coverage May I Purchase?

Under our Plan, you can choose to receive your entire compensation in taxable compensation or use a portion to pay premiums on a pre-tax basis for any one or more insured benefits that we decide to offer through the Plan.

Certain limits may apply on the amount of coverage that we obtain on your behalf. The insurance contracts will normally control.

We may terminate or modify Plan benefits at any time, subject to the provisions of any insurance contracts providing the benefits described above. We will not be liable to you if an insurance company fails to provide any of the benefits described above. Also, your insurance will end when you leave employment, are no longer eligible under the terms of any insurance policies, or when insurance coverage terminates.

Any benefits to be provided by insurance will be provided only after (i) you have provided the Administrator the necessary information to apply for insurance, and (ii) the insurance is in effect for you.

If you cover your children (up to age 26) under your insurance, you can pay for that coverage through the Plan.

You may purchase:

- Group Medical Plan
- Group Dental Plan
- Group Vision Plan

07. Will My Social Security Benefits Be Affected?

Your Social Security benefits may be slightly reduced, because when you use part of your compensation to pay for insurance premiums on a tax-free basis under our Plan, it reduces the amount of contributions that you make to the Federal Social Security system as well as our contribution to Social Security on your behalf.

08. What if I take a Family or Medical Leave?

If you take an unpaid leave under the Family and Medical Leave Act, you may revoke or change your existing elections for health insurance and you may participate in annual enrollment. If

your coverage in these benefits terminates, due to your revocation of the benefit while on leave or due to your non-payment of contributions, you may reinstate coverage for the remaining portion of the Plan Year upon your return.

Your employer may choose to continue coverage on your behalf during your FMLA leave. Your employer will arrange a schedule for you to "catch up" your payments when you return.

If you continue your coverage during your unpaid leave, you may pre-pay for the coverage through payroll deduction prior to the start of your leave, provided such payroll deduction is for benefits within the remaining portion of the plan year, or you may pay for your coverage on an after-tax basis while you are on leave, or you and your Employer may arrange a schedule for you to "catch up" your payments when you return.

If you take a paid leave under the Family and Medical Leave Act, you may participate in annual enrollment, and you will be required to continue coverage while on FMLA, your share of the premiums being paid by the method normally used during any paid leave.

In all instances, a paid or unpaid leave under FMLA will be treated in the same manner and consistent with a non-FMLA paid or unpaid leave.

09. Do Limitations Apply to Highly Compensated Employees?

Under the Internal Revenue Code, "highly compensated employees" and "key employees" generally are Participants who are officers, shareholders or are highly paid. You will be notified by the Administrator each Plan Year as to whether you are a "highly compensated employee" or a "key employee".

If you are within either of these categories, the amount of contributions and benefits for you may be limited so that the Plan as a whole does not unfairly favor those who are highly paid key employees, or their spouses or dependents. These provisions are also applicable if your Employer makes Employer contributions through the Plan on your behalf.

Your own circumstances will dictate whether contribution limitations on "highly compensated employees" or "key employees" will apply. You will be notified of these limitations if you are affected.

10. What Happens If I Terminate Employment?

If you leave our employ during the Plan Year, you will remain covered by insurance, but only for the period for which premiums have been paid prior to your termination of employment. Any amounts that are not used during a Plan Year to provide benefits will be forfeited and may not be paid to you in cash or used to provide benefits specifically for you in a later Plan Year.

If you are enrolled in a Health Savings Account and are making contributions through the Plan, any unused amounts within your HSA will continue to be available to you for withdrawal to pay qualified expenses on a tax-free basis, or may be distributed to you, subject to applicable IRS guidelines or the terms of your HSA account. You should contact the HSA Trustee to discuss any questions regarding any rights you may have to unused amounts held in your Health Savings Account at termination.

11. What is a Health Savings Account?

In addition to the Premium Only Plan benefits, described above, this Plan also may provide for contributions (via payroll deduction) to be made by you on a pre-tax basis to a "Health Savings Account" (also referred to as an "HSA Program"). The HSA is a type of account that enables those who elect to participate in this program to pay eligible HSA Medical Expenses or allow distribution of remaining balances for other qualifying purposes. The HSA Program, if applicable, is separately provided and administered through an HSA Trustee or similar custodial account. Your Employer's election to enable you to make contributions to the HSA Program

merely provides the opportunity for you to contribute such amounts through this Plan on a pre-tax basis.

In general, unless otherwise excluded from participation, all Participants in the Premium Only Plan are eligible to receive benefits under the HSA Program. Enrollment and termination under the Premium Only Plan shall generally constitute enrollment and termination of participation under the HSA Program as well. In addition, other matters concerning contributions, elections and the like shall be governed by the general provisions of the Premium Only Plan; if your Employer allows you to make contributions through this Plan to your HSA plan; you elect the amount to be withdrawn from your salary in the same manner as otherwise set forth above. Your employer may also elect to contribute employer contribution amounts to your HSA plan, on a discretionary basis, and in accordance with the Plan's general limitations on the ability of employer contributions overall (NOTE: You should contact the HSA Trustee for any other questions you may have about eligibility to establish or participate in an HSA, what benefits may be received through participation in such program and how contributed HSA amounts are used to pay for qualifying expenses under the HSA program).

The eligible Employee will establish a Health Savings Account for contributions as elected for the HSA Program established or provided by the HSA Trustee. (NOTE: You should contact the HSA Trustee for more information about the amount you may contribute each year. The HSA Trustee will provide more information to you regarding the requirements for participation in the HSA Program and the benefits you are entitled to thereunder. To the extent of any conflict between the terms of this Plan and those of the HSA Program, the terms of the HSA Program will control.) We are not responsible for the decisions and operations of the HSA Trustee in the administration of the HSA Program.

12. Qualified Medical Child Support Order

A medical child support order is a judgment, decree or order (including approval of a property settlement) made under state law that provides for child support or health coverage for the child of a Participant. The child becomes an "alternate recipient" and can receive benefits under the health plans of the Employer if the order is determined to be "qualified." You may obtain, without charge, a copy of the procedures governing the determination of qualified medical child support orders from the Plan Administrator.

13. What is the "Cash in Lieu of Benefits" option?

Your Employer provides a contribution to Employees to be used for the Benefits provided under the Employer's Section 125 Plan. If said Employer contribution is not allocated, in whole or in part, to any of the available benefits or the Premium Only Plan, a cash payment may be made to the Eligible Employee(s). The cash payment to the Eligible Employee(s) shall be taxed. The Employer may also subtract from the cash payment the employer's share of the FICA cost.

Election to Participate

For NORTHFIELD (TOWNSHIP OF)-HSA
Section 125 Premium Only Plan
Plan Year **January 01** through **December 31**

Employee Name _____

Employee Number _____

As an eligible employee in the above plan, I acknowledge that I have received the Summary Plan Description. I have read the Summary Plan Description and understand the benefits available to me as well as the other rights and obligations which I have under the Plan.

In accordance with my rights under the Plan, I elect the benefits that I have selected below for the plan year specified above. The Employer and I agree that my cash compensation will be redirected by the amounts set forth below for each pay period and of the plan year (or during such portion of the plan year as remains after the date of this Election to Participate).

On the appropriate benefit enrollment form(s), I have enrolled for certain insurance coverages. I elect to receive the following coverage(s) under the Premium Only Plan:

- ☐ Health Savings Account (HSA)
- ☐ Group Medical Insurance
- ☐ Group Dental Insurance
- ☐ Group Vision Insurance

I understand that:

- In lieu of specific dollar amounts, I hereby elect the above specified insurance coverages and authorize salary redirections in the amounts of the current premiums being charged.
- If my required contributions to pay premiums for the elected benefits are increased or decreased while this Election remains in effect, my compensation redirection will automatically be adjusted to reflect that increase or decrease.
- I cannot change or revoke any of my elections under this Plan at any time during the Plan Year (with the exception of the HSA) unless I have a "change in status" and the election change is consistent with the "Change in status" means: marriage, divorce, death of a spouse or child, birth or adoption of a child, commencement or termination of employment of a spouse, change in my or my spouse's employment status from full-time to part-time or from part-time to full-time, my spouse's or my taking an unpaid leave of absence, a substantial change in my family's health coverage due to a change in my spouse's employer-sponsored health coverage, or such other events as the Plan Administrator determines will permit a change or revocation of an election.
- The Administrator may redirect or cancel my compensation redirection or otherwise modify this Election in the event he believes it advisable in order to satisfy certain provisions of the Internal Revenue Code.
- The redirection in my cash compensation under this Election shall be in addition to any reductions under other agreements or benefit programs maintained by my Employer.
- Any amounts that are not used during a Plan Year to provide benefits will be forfeited and may not be paid to me in taxable compensation or used to provide benefits specifically for me in a later Plan Year. Contributions to my HSA are not subject to this forfeiture.
- Prior to the first day of each Plan Year I will be offered the opportunity to change my benefit elections for that Plan Year.
- My Social Security benefits may be slightly reduced due to my pre-tax contributions to the Plan.

This Election is subject to the terms of the Employer's Premium Only Plan, as amended from time to time, shall be governed by and construed in accordance with applicable laws, shall take effect as a sealed instrument under applicable laws, and revokes any prior election and compensation redirection agreement relating to such Plan.

Employee's Signature

Date

Accepted and agreed to by the Employer's Authorized Representative

Date

Election to not Participate

For NORTHFIELD (TOWNSHIP OF)-HSA
Section 125 Premium Only Plan
Plan Year **January 01** through **December 31**

Employee Name _____ Employee Number _____
Employee Address _____

I understand all the benefit options available under the Premium Only Plan.

I elect NOT to participate in the Premium Only Plan and instead to receive my full compensation in taxable compensation. I understand that I will receive the full amount of my salary and other compensation without reduction for benefits available, or any reduction on applicable employment tax costs.

I understand that:

- I cannot change or revoke any of my elections under the Plan at any time during the Plan Year (with the exception of the HSA) unless I have a "change in status" and the election change is consistent with the "change in status", (including marriage, divorce, death of a spouse or child, birth or adoption of a child, commencement or termination of employment of a spouse, change in my or my spouse's, or my employment status from full-time to part-time or from part-time to full-time, my spouse or I taking an unpaid leave of absence, a substantial change in my family's health coverage due to a change in my spouse's employer-sponsored health coverage, or such other events as the Plan Administrator determines will permit a change or revocation of an election).
- Prior to each Plan Year I will be offered the opportunity to change my benefit election for the following Plan Year. If I do not complete and return a new election form at that time, I will be treated as having elected to continue my election to receive full cash compensation in effect for the new Plan Year.

Employee's Signature Date

Accepted and agreed to by the Employer's Authorized Representative Date

For NORTHFIELD (TOWNSHIP OF)-HSA
Section 125 Premium Only Plan
Plan Year **January 01** through **December 31**

Change in Status Election Form

For NORTHFIELD (TOWNSHIP OF)-HSA
Section 125 Premium Only Plan
Plan Year **January 01** through **December 31**

Employee Name _____ Employee Number _____
Employee Address _____

As a participant in the Premium Only Plan, I am entitled to revoke my prior benefit election and enter into a new election in the event of certain changes in status.

I understand that the change in my benefit election must be necessitated by and consistent with the change in status and that the change must be acceptable under the Regulations issued by the Department of Treasury.

I certify that I have incurred the following change in status:

- ☐ Marriage
- ☐ Divorce, Legal Separation, or Annulment
- ☐ Birth, or adoption, or placement for adoption of a child
- ☐ Death of my spouse and/or dependent
- ☐ Termination or commencement of employment by my spouse or dependent
- ☐ A judgment, decree, or order ("order") that affected eligibility for benefits
- ☐ I, my spouse, or dependent have had a change in employment status, including switching from part-time to full-time (or vice versa) or reduction or increase in hours a strike or lockout, that affected eligibility for benefits
- ☐ A change in the residence or worksite of myself, my spouse, or dependent that affected eligibility for benefits
- ☐ I, my spouse, or dependent have taken an unpaid leave of absence that affected eligibility for benefits
- ☐ My dependent satisfies or ceases to satisfy the requirements for coverage's due to attainment of age, student status, or any similar circumstance
- ☐ A cost or coverage change in benefits that affected eligibility for me, my spouse, or dependent
- ☐ A change made under my spouse's or dependent's employer benefits plan if the election for a period of coverage for my Plan is different from the period of coverage (open enrollment) under the other cafeteria plan or qualified benefits plan
- ☐ I am eligible to enroll in a Qualified Health Plan through a Marketplace during the Marketplace's annual open enrollment period

The Administrator may require you to provide evidence to document the event which requires the change of election.

Employee's Signature Date

Accepted and agreed to by the Employer's Authorized Representative Date

04/05/2018 03:18 PM

User: JEN

DB: Northfield

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP

EXP CHECK RUN DATES 04/11/2018 - 04/11/2018

BOTH JOURNALIZED AND UNJOURNALIZED OPEN

BANK CODE: MIF

Page: 1/4

OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 101 TOWNSHIP BOARD					
101-101-900.000	PRINTING & PUBLICATIONS	URBAN LAND INSTITUTE AME	MARKETPLACE RFP LISTING 3/26/18-5/16/	500.00	
		Total For Dept 101 TOWNSHIP BOARD		500.00	
Dept 215 CLERK					
101-215-723.000	RECORD SEC	LISA LEMBLE	RECORDING SECRETARY JAN-MARCH 2018	1,765.00	
		Total For Dept 215 CLERK		1,765.00	
Dept 228 INFORMATION TECHNOLOGY					
101-228-936.000	SOFTWARE	MICRO TECH SERVICES INC	OFFICE ANTI-VIRUS MGMT 4/1/18-4/30/18	174.60	
		Total For Dept 228 INFORMATION TECHNOLOGY		174.60	
Dept 247 BOARD OF REVIEW					
101-247-723.000	RECORD SEC	LISA LEMBLE	RECORDING SECRETARY JAN-MARCH 2018	675.00	
101-247-956.000	MISCELLANEOUS	MARY BIRD	BOR BREAKFAST & MILEAGE TO PC & ZBA M	14.30	
		Total For Dept 247 BOARD OF REVIEW		689.30	
Dept 253 TREASURER					
101-253-803.000	LEGAL	PAUL E BURNS	LEGAL SERVICES MARCH 2018	500.00	
		Total For Dept 253 TREASURER		500.00	
Dept 265 HALL AND GROUNDS					
101-265-940.000	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	OFFICE, PD, WWTP & COM CTR COPIER LEA	191.02	
		Total For Dept 265 HALL AND GROUNDS		191.02	
Dept 270 LEGAL/PROFESSIONAL					
101-270-803.000	LEGAL	MCGRAW MORRIS P.C.	LEGAL SERVICES 2/1/18-2/28/18	862.50	
101-270-803.000	LEGAL	PAUL E BURNS	LEGAL SERVICES MARCH 2018	8,285.00	
101-270-927.000	ALLOCATE TO DEPARTMENTS	PAUL E BURNS	LEGAL SERVICES MARCH 2018	(3,800.00)	
		Total For Dept 270 LEGAL/PROFESSIONAL		5,347.50	
Dept 412 PLANNING/ZONING DEPT					
101-412-723.000	RECORD SEC	LISA LEMBLE	RECORDING SECRETARY JAN-MARCH 2018	1,170.00	
101-412-801.000	PLANNER FEES	MCKENNA ASSOCIATES	PLANNER SERVICES FEB 2018	1,685.00	
101-412-823.000	ZONING ADMINISTRATION	MCKENNA ASSOCIATES	PLANNER SERVICES FEB 2018	1,785.00	
101-412-860.000	FUEL & MILEAGE	GENAL PRATT	CODE ENFORCEMENT MILEAGE FOR MARCH 20	32.15	
101-412-860.000	FUEL & MILEAGE	MARY BIRD	BOR BREAKFAST & MILEAGE TO PC & ZBA M	91.56	
		Total For Dept 412 PLANNING/ZONING DEPT		4,763.71	
Dept 666 COMMUNITY CENTER					
101-666-822.000	SENIOR NUTRITION	WASHTENAW CNTY ENVIRONME	FOOD SERVICE LICENSE RENEWAL APPLICAT	251.00	
101-666-936.000	SOFTWARE	MICRO TECH SERVICES INC	COM CTR ANTI-VIRUS MGMT 4/1/18-4/30/1	16.20	
101-666-940.000	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	OFFICE, PD, WWTP & COM CTR COPIER LEA	179.57	
		Total For Dept 666 COMMUNITY CENTER		446.77	
Dept 753 RECREATION BOARD					
101-753-931.000	PARK MAINTENANCE	WASTE MANAGEMENT OF MI	DOG PARK WASTE REMOVAL 4/1/18-4/30/18	16.29	
		Total For Dept 753 RECREATION BOARD		16.29	
		Total For Fund 101 GENERAL FUND		14,394.19	
Fund 207 LAW ENFORCEMENT FUND					
Dept 000					
207-000-214.000	DUE TO OTHERS	STATE OF MICHIGAN	LIVE SCAN FEB 2018	126.00	

04/05/2018 03:18 PM
User: JEN
DB: Northfield

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP
EXP CHECK RUN DATES 04/11/2018 - 04/11/2018
BOTH JOURNALIZED AND UNJOURNALIZED OPEN
BANK CODE: MIF

Page: 2/4

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 207 LAW ENFORCEMENT FUND					
Dept 000					
		Total For Dept 000		126.00	
Dept 226 PERSONNEL					
207-226-730.000	MEDICAL TESTING	OCCUPATIONAL HEALTH CENT	PREPLACEMENT PHYSICAL: WRIGHT	164.50	
		Total For Dept 226 PERSONNEL		164.50	
Dept 270 LEGAL/PROFESSIONAL					
207-270-803.000	LEGAL	MCGRAW MORRIS P.C.	LEGAL SERVICES 2/1/18-2/28/18	800.00	
207-270-803.000	LEGAL	PAUL E BURNS	LEGAL SERVICES MARCH 2018	3,300.00	
		Total For Dept 270 LEGAL/PROFESSIONAL		4,100.00	
Dept 301 OPERATING COSTS					
207-301-727.000		ARBOR SPRINGS WATER CO I	PD 4 - 5 GAL ARTESIAN WATER & RENTAL	40.00	
207-301-818.000	CONTRACTUAL SERVICES	LAWNNET	LAWNNET YEARLY CONTRIBUTION 1/1/18-12/	3,000.00	
207-301-820.000	DISPATCH SERVICES	WASHTENAW COUNTY TREASUR	PD DISPATCH SERVICES APRIL 2018	5,437.25	
207-301-850.000	COMMUNICATION	NEXTIVA INC.	PD & FD PHONES	710.55	
207-301-940.000	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	OFFICE, PD, WWTP & COM CTR COPIER LEA	217.38	
207-301-972.000	COMPUTER	DELL MARKETING L .P.	DELL LATITUDE 5414 RUGGED, CUSTOMER K	2,205.92	
207-301-972.000	COMPUTER	MICRO TECH SERVICES INC	PD ANTI-VIRUS MGMT 4/1/18-4/30/18	55.80	
		Total For Dept 301 OPERATING COSTS		11,666.90	
Dept 333 TRANSPORTATION					
207-333-860.000	FUEL & MILEAGE	TRACY YURKUNAS	FOIA TRAINING MILEAGE REIMBURSEMENT	31.61	
207-333-860.000	FUEL & MILEAGE	TRACY YURKUNAS	MILEAGE TO TRAINING 3/28/18: FIREARMS	50.25	
207-333-930.000	REPAIRS & MAINTENANCE	ADVANCE AUTO PARTS - PD	PD INTERCEPTOR: 2 BULBS	41.98	
207-333-930.000		CRUISERS	UNITY SPOTLIGHT HOUSING RING	10.00	
207-333-930.000	REPAIRS & MAINTENANCE	DON'S BODY SHOP	2014 EXPLORER TOW FROM 6628 WL RD TO	62.50	
207-333-930.000	REPAIRS & MAINTENANCE	DON'S BODY SHOP	2014 EXPLORER: TOW FROM US-23 & 6 MIL	25.00	
207-333-930.000	REPAIRS & MAINTENANCE	LAFONTAINE CHEVROLET	2015 CHEVY TAHOE: REPLACE A/C CONDENS	1,075.19	
		Total For Dept 333 TRANSPORTATION		1,296.53	
		Total For Fund 207 LAW ENFORCEMENT FUND		17,353.93	
Fund 216 MEDICAL RESCUE FUND					
Dept 226 PERSONNEL					
216-226-730.000	MEDICAL TESTING	OCCUPATIONAL HEALTH CENT	PREPLACEMENT PHYSICAL: CLINANSMTIH	58.50	
		Total For Dept 226 PERSONNEL		58.50	
Dept 301 OPERATING COSTS					
216-301-727.000	SUPPLIES	ARBOR SPRINGS WATER CO I	FD - 2 - 5 GAL ARTESIAN WATER	13.00	
216-301-727.000	SUPPLIES	MOORE MEDICAL LLC	NITRILE GLOVES, ABD COMBINE DRESSING,	100.82	
216-301-727.000	SUPPLIES	MOORE MEDICAL LLC	NITRILE GLOVES, SAM SPLINTS, CONCO GA	163.77	
216-301-741.000	UNIFORMS/GEAR & ALLOWANCE	APOLLO FIRE EQUIPMENT	TOWELETES	60.68	
216-301-820.000	DISPATCH SERVICES	EMERGENT HEALTH PARTNERS	FIRE DISPATCHING SERVICES APRIL 2018	900.82	
216-301-850.000	COMMUNICATION	NEXTIVA INC.	PD & FD PHONES	300.00	
216-301-972.000	COMPUTER	MICRO TECH SERVICES INC	FD ANTI-VIRUS MGMT 4/1/18-4/30/18	21.60	
		Total For Dept 301 OPERATING COSTS		1,560.69	
Dept 333 TRANSPORTATION					
216-333-930.000	REPAIRS & MAINTENANCE	ADVANCE AUTO PARTS - FD	FD: CAR WASH, BRACKET, GROMMET, CABLE	20.28	
216-333-930.000	REPAIRS & MAINTENANCE	ADVANCE AUTO PARTS - FD	FD: BACK-UP LAMP (SPECIAL ORDER), PIG	44.28	
216-333-930.000	REPAIRS & MAINTENANCE	ADVANCE AUTO PARTS - FD	FD: BATTERY-MARINE DEEP CYCLE & CORE	58.95	
216-333-930.000	REPAIRS & MAINTENANCE	CREATIVE CARS INC	2006 F550 SUPER DUTY BRAKE REPAIR	1,422.97	

04/05/2018 03:18 PM

User: JEN

DB: Northfield

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP

EXP CHECK RUN DATES 04/11/2018 - 04/11/2018

BOTH JOURNALIZED AND UNJOURNALIZED OPEN

BANK CODE: MIF

Page: 3/4

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 216 MEDICAL RESCUE FUND					
Dept 333 TRANSPORTATION					
		Total For Dept 333 TRANSPORTATION		1,546.48	
		Total For Fund 216 MEDICAL RESCUE FUND		3,165.67	
Fund 370 PUBLIC SAFETY BLDG DEBT FD					
Dept 301 OPERATING COSTS					
370-301-930.000	REPAIRS & MAINTENANCE	ALISON MECHANICAL	REPAIRED BROKEN HYDRONIC COIL	250.00	
370-301-930.000	REPAIRS & MAINTENANCE	DETROIT AUTOMATIC SPRINK	SERVICE FIRE PROTECTION: CLEANED AND	1,823.00	
370-301-930.000	REPAIRS & MAINTENANCE	MICRO TECH SERVICES INC	APC BY SCHNEIDER ELECTRIC SMART-UPS,	657.57	
370-301-930.000	REPAIRS & MAINTENANCE	PURE WINDOW WASHING	PSB ENTRANCEWAY WINDOWS 3/26/18	10.00	
		Total For Dept 301 OPERATING COSTS		2,740.57	
		Total For Fund 370 PUBLIC SAFETY BLDG DEBT FD		2,740.57	
Fund 571 WASTEWATER TREATMENT FUND					
Dept 000					
571-000-302.000	BOND PAYABLE - 1992	US BANK, N.A.	2004B LGLP-SRS-NORTHFIELD TWP#5	45,000.00	
		Total For Dept 000		45,000.00	
Dept 301 OPERATING COSTS					
571-301-740.000	OPERATING SUPPLIES	CHEMCO PRODUCTS INC	15 - 55# BAGS P-504	3,118.50	
571-301-740.000	OPERATING SUPPLIES	ELHORN ENGINEERING CO.	EL-CHLOR 5/GAL CARBOY, DEPOSIT ON CON	260.00	
571-301-817.000	LAB & TESTING	BRIGHTON ANALYTICAL ASSO	SELENIUM	15.00	
571-301-817.000	LAB & TESTING	QUALITY ASSURANCE SERV L	ANNUAL SERVICE AND CALIBRATION OF LAB	270.00	
571-301-819.000	COLLECTION SYS ANNUAL MAINT	ADVANCE AUTO PARTS - WWT	BATTERY & CORE RETURN	89.10	
571-301-819.000	COLLECTION SYS ANNUAL MAINT	ADVANCE AUTO PARTS - WWT	V BELT-INDUSTRIAL - SPECIAL ORDER	8.39	
571-301-819.000	COLLECTION SYS ANNUAL MAINT	ETNA SUPPLY CO	2 EXTENDED RANGE COUPLING W/STD B&N	454.00	
571-301-819.000	COLLECTION SYS ANNUAL MAINT	ETNA SUPPLY CO	PVC PIPES AND REPAIR CLAMP	728.54	
571-301-819.000	COLLECTION SYS ANNUAL MAINT	RUSSELL J. SPEIGELBERG	DIGGING UP SEWER MAIN, REMOVING SPOIL	2,450.00	
571-301-920.000		ARBOR SPRINGS WATER CO I	10 - 5 GAL ARTESIAN WATER	62.50	
571-301-929.000	GRANT EXPENSE	TETRA TECH INC	SAW GRANT - CONDITION ASSESSMENT	2,017.42	
571-301-929.000	GRANT EXPENSE	TETRA TECH INC	UPDATE OF WW COST OF SERVICE "SMART R	8,500.00	
571-301-930.000	REPAIRS & MAINTENANCE	ADVANCE AUTO PARTS - WWT	CABLE BOOSTER CUSTOMER NO: 352920	65.99	
571-301-930.000	REPAIRS & MAINTENANCE	ADVANCE AUTO PARTS - WWT	OIL FLEX SPOUT CUSTOMER NO: 352920	5.24	
571-301-930.000	REPAIRS & MAINTENANCE	PERSONNEL CONCEPTS	MI PUBLIC ACCOM, COMPLIANCE KIT & POS	329.84	
571-301-930.000	REPAIRS & MAINTENANCE	PETER'S HARDWARE HAMBURG	ACCT 500026 CHARGES FOR MARCH 2018: 2	124.95	
571-301-930.000	REPAIRS & MAINTENANCE	USA BLUE BOOK	ROLLER ASSEMBLY, REPLACEMENT TUBING K	281.45	
571-301-940.000	RENTAL EQUIPMENT	U.S. BANK EQUIPMENT FINA	OFFICE, PD, WWTP & COM CTR COPIER LEA	131.23	
		Total For Dept 301 OPERATING COSTS		18,912.15	
Dept 528 O & M - BOND & INTEREST					
571-528-989.000	INTEREST 1992 BOND	US BANK, N.A.	2004B LGLP-SRS-NORTHFIELD TWP#5	5,259.38	
		Total For Dept 528 O & M - BOND & INTEREST		5,259.38	
		Total For Fund 571 WASTEWATER TREATMENT FUND		69,171.53	

04/05/2018 03:18 PM

User: JEN

DB: Northfield

INVOICE GL DISTRIBUTION REPORT FOR NORTHFIELD TOWNSHIP

EXP CHECK RUN DATES 04/11/2018 - 04/11/2018

BOTH JOURNALIZED AND UNJOURNALIZED OPEN

BANK CODE: MIF

Page: 4/4

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
-----------	-------------------	--------	---------------------	--------	---------

Fund Totals:

Fund 101 GENERAL FUND	14,394.19
Fund 207 LAW ENFORCEME	17,353.93
Fund 216 MEDICAL RESCU	3,165.67
Fund 370 PUBLIC SAFETY	2,740.57
Fund 571 WASTEWATER TR	69,171.53

Total For All Funds:	<u>106,825.89</u>
----------------------	-------------------

04/05/2018 03:19 PM
User: JEN
DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP
CHECK DATE FROM 03/13/2018 - 04/05/2018
Banks: MIF

PAID

Page 1/17

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
03/16/2018	MIF	43398*#	1697024	ARBOR SPRINGS WATER CO INC	OFFICE 4 - 5 GAL ARTESIAN WATER &	727.000	265	26.00
			1697024		OFFICE 4 - 5 GAL ARTESIAN WATER &	940.000	265	14.00
				CHECK MIF 43398 TOTAL FOR FU				40.00
03/16/2018	MIF	43399	03518	ASSESSMENT ADMIN. SERVICES,	ASSESSING SERVICES 2 MONTHS: MID	818.000	257	11,666.66
03/16/2018	MIF	43402*#	0075124030118	CHARTER COMMUNICATIONS	PEG STATION & CABLE BOXES 3/9/18-4	850.000	265	9.78
03/16/2018	MIF	43403	MILEAGE	CHRISTINA ROLLISON	MILEAGE JAN-FEB 2018: POST OFFICE	860.000	253	23.55
03/16/2018	MIF	43407	CLASSES	DARRYL MICKENS	TAI CHI JAN9-MARCH 6, 2018	815.000	666	60.80
			CLASSES		TAI CHI JAN9-MARCH 6, 2018	836.000	666	30.40
				CHECK MIF 43407 TOTAL FOR FU				91.20
03/16/2018	MIF	43408	MILEAGE	DAWN SAMFILIPPO	DEPT TREASURER: BANK & POST OFFICE	860.000	253	48.73
03/16/2018	MIF	43410	9100 116 3119 9	DTE ENERGY	66 6 MILE RD #SIREN 1/4/18-3/2/18	920.000	265	32.84
03/16/2018	MIF	43411	9100 4059 5829	DTE ENERGY	STREETLIGHTS 2/1/18-2/28/18	920.000	448	3,197.42
03/16/2018	MIF	43413	MILEAGE	GENAL PRATT	CODE ENFORCEMENT MILEAGE FOR FEB 2	860.000	412	35.42
03/16/2018	MIF	43416#	267242	KENT COMMUNICATIONS INC	2018 ASSESSMENT NOTICES	900.000	101	94.50
			267242		2018 ASSESSMENT NOTICES	851.000	257	13.74
			267242		2018 ASSESSMENT NOTICES	900.000	257	971.03
				CHECK MIF 43416 TOTAL FOR FU				1,079.27
03/16/2018	MIF	43417	CLASSES	LINDA HARTLEY	CHAIR YOGA & GENTLE YOGA JAN & FEB	815.000	666	510.00
03/16/2018	MIF	43419	21804-1	MCKENNA ASSOCIATES	ZONING ORDINANCE AMENDMENTS JAN 20	801.000	412	725.00
			21601-14		PLANNING & ZONING FEES JAN 2018	801.000	412	4,825.00
			21804-2		ZONING ORDINANCE REVISIONS FEB 201	801.000	412	1,015.00
			21601-14		PLANNING & ZONING FEES JAN 2018	823.000	412	2,485.00
				CHECK MIF 43419 TOTAL FOR FU				9,050.00
03/16/2018	MIF	43420	171461 - 000138925	MICHIGAN.COM	NORTH VILLAGE RFP AD IN OBSERVER &	900.000	101	162.90
			171123 - 000138989		NORTH VILLAGE RFP AD IN DETROIT NE	900.000	101	871.20
				CHECK MIF 43420 TOTAL FOR FU				1,034.10
03/16/2018	MIF	43421*#	31803	MICRO TECH SERVICES INC	OFFICE ANTI-VIRUS MGMT 3/1/18-3/31	936.000	228	174.60

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 03/13/2018 - 04/05/2018

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
			31804		COM CTR ANTI-VIRUS MGMT 3/1/18-3/3	936.000	666	16.20
				CHECK MIF 43421 TOTAL FOR FU				190.80
03/16/2018	MIF	43422#	0002162173	MLIVE MEDIA GROUP	ADS 2/4/18-2/22/18	900.000	101	380.84
			0002162173		ADS 2/4/18-2/22/18	900.000	247	682.00
				CHECK MIF 43422 TOTAL FOR FU				1,062.84
03/16/2018	MIF	43424*#	7900 0440 8028 914	NEOFUNDS BY NEOPOST	POSTAGE 1/12/18-3/15/18 & INK	851.000	191	96.25
			7900 0440 8028 914		POSTAGE 1/12/18-3/15/18 & INK	851.000	257	106.43
			7900 0440 8028 914		POSTAGE 1/12/18-3/15/18 & INK	727.000	265	195.00
			7900 0440 8028 914		POSTAGE 1/12/18-3/15/18 & INK	851.000	265	211.51
				CHECK MIF 43424 TOTAL FOR FU				609.19
03/16/2018	MIF	43425	TICKETS	OPC	MUSIC, MADNESS & A MIX OF MOTOWN -	812.000	666	272.00
03/16/2018	MIF	43426*#	030618	PAUL E BURNS	LEGAL SERVICES FEB 2018: RETAINER;	803.000	253	500.00
			030618		LEGAL SERVICES FEB 2018: RETAINER;	803.000	270	6,410.00
			030618		LEGAL SERVICES FEB 2018: RETAINER;	927.000	270	(3,800.00)
				CHECK MIF 43426 TOTAL FOR FU				3,110.00
03/16/2018	MIF	43429	5176325	QUILL CORP	ENVELOPES	727.000	265	96.30
			5222041		OFFICE SUPPLIES: COPY PAPER, PENS,	727.000	265	246.70
				CHECK MIF 43429 TOTAL FOR FU				343.00
03/16/2018	MIF	43435*#	351932116	U.S. BANK EQUIPMENT FINANCE	OFFICE, PD, WWTP & COM CTR COPIER	940.000	265	191.01
			351932116		OFFICE, PD, WWTP & COM CTR COPIER	940.000	666	179.58
				CHECK MIF 43435 TOTAL FOR FU				370.59
03/16/2018	MIF	43438	NORTHFIELD ESTATES	WASHTENAW COUNTY TREASURER	NFLD ESTATES MONTHLY SITE FEE - MA	214.000	000	1,155.00
03/16/2018	MIF	43440	0008117-1389-0	WASTE MANAGEMENT OF MI	DOG PARK WASTE REMOVAL 3/1/18-3/31	931.000	753	16.29
03/22/2018	MIF	43441*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	SILVER PLAN PREMIUMS FOR APRIL 201	716.000	172	1,811.78
			007011521-0001		SILVER PLAN PREMIUMS FOR APRIL 201	716.000	215	622.23
			007011521-0001		SILVER PLAN PREMIUMS FOR APRIL 201	716.000	253	885.13
			007011521-0001		SILVER PLAN PREMIUMS FOR APRIL 201	716.000	666	678.07
				CHECK MIF 43441 TOTAL FOR FU				3,997.21

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 03/13/2018 - 04/05/2018

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
03/22/2018	MIF	43442*#	007011521-0002	BLUE CROSS BLUE SHIELD OF MI	BRONZE PLAN PREMIUMS FOR APRIL 201	716.000	257	1,158.64
03/22/2018	MIF	43447	N7042190	MAILFINANCE	MAIL MACHINE LEASE 1/12/18-1/11/18	940.000	265	420.36
03/22/2018	MIF	43448*#	TM05946124 0001	METLIFE - GROUP BENEFITS	PREMIUMS FOR APRIL 2018	717.000	172	72.00
			TM05946124 0001		PREMIUMS FOR APRIL 2018	717.000	215	47.78
			TM05946124 0001		PREMIUMS FOR APRIL 2018	717.000	253	45.87
			TM05946124 0001		PREMIUMS FOR APRIL 2018	717.000	257	48.85
			TM05946124 0001		PREMIUMS FOR APRIL 2018	717.000	666	51.28
			CHECK MIF 43448 TOTAL FOR FU					265.78
03/22/2018	MIF	43450	5038547	QUILL CORP	COM CTR SUPPLIES: COPY PAPER, TAPE	727.000	666	103.92
03/22/2018	MIF	43451*#	XXXX XXXX XXXX 354	STAPLES BUSINESS ADVANTAGE	CHARGES 2/7/18-3/1/18: OFFICE & PD	727.000	265	173.63
03/23/2018	MIF	386(E)*#		PAYROLL	SUPERVISOR WAGES	701.000	171	480.77
					SUPERVISOR FICA	715.000	171	36.78
					TOWNSHIP MANAGER WAGES	701.000	172	2,884.62
					ASST TO TOWNSHIP MANAGER-CLERICAL	704.000	172	1,289.92
					TOWNSHIP MANAGER DEPT. FICA	715.000	172	449.03
					TOWNSHIP MANAGER PENSION	718.000	172	288.46
					CONTROLLER WAGES	722.000	172	1,755.00
					GENERAL CLERK WAGES	701.000	215	480.77
					GENERAL DEPUTY CLERK WAGES	703.000	215	1,611.20
					GENERAL CLERK FICA	715.000	215	160.04
					GENERAL CLERK PENSION	718.000	215	161.12
					BOARD OF REVIEW FEE	706.000	247	912.00
					SOCIAL SECURITY	715.000	247	69.76
					GENERAL TREASURER WAGES	701.000	253	480.77
					GENERAL DEPUTY TREASURER WAGES	703.000	253	1,373.76
					GENERAL TREASURER FICA	715.000	253	129.74
					GENERAL TREASURER PENSION	718.000	253	137.36
					GENERAL ASST ASSESSOR WAGES	709.000	257	1,659.20
					GENERAL ASSESSOR FICA	715.000	257	126.93
					GENERAL ASSESSOR PENSION	718.000	257	165.92
					GENERAL PAYROLL FEES	727.000	265	28.49
					ZBA SALARIES	707.000	412	925.00
					GENERAL ZBA/PLANNING FICA	715.000	412	101.36
					GENERAL PLANNING WAGES	726.000	412	400.00
					GENERAL COMMUNITY CENTER DIRECTOR	701.000	666	1,768.93

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 03/13/2018 - 04/05/2018

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
					GENERAL COMMUNITY CENTER DIRECTOR	715.000	666	131.11
					GENERAL COMM CENTER DIRECTOR PENSI	718.000	666	176.88
				CHECK MIF 386(E) TOTAL FOR F				18,184.92
03/29/2018	MIF	43456*#	1096841	APPLIED IMAGING	OFFICE & PD COPIER MAINT AGREEMENT	727.000	265	106.95
			1096842		COM CTR & WWTP COPIER MAINT AGREEM	727.000	666	25.68
				CHECK MIF 43456 TOTAL FOR FU				132.63
03/29/2018	MIF	43458#	XXXX XXXX XXXX 589	PNC BANK	WILSON CHARGES 2/27-3/17/18: NAMEP	214.000	000	10.00
			XXXX XXXX XXXX 589		WILSON CHARGES 2/27-3/17/18: NAMEP	900.000	101	210.00
			XXXX XXXX XXXX 589		WILSON CHARGES 2/27-3/17/18: NAMEP	956.000	247	40.41
			XXXX XXXX XXXX 589		WILSON CHARGES 2/27-3/17/18: NAMEP	727.000	265	154.64
				CHECK MIF 43458 TOTAL FOR FU				415.05
03/29/2018	MIF	43460	NFTWP0318	RED CARPET TRAVEL CLUB	MULTIPLE EVENT INVOICE: LENTEN PIL	812.000	666	385.92
03/29/2018	MIF	43461	3246	WASHTENAW CO EQUALIZATION &	2018 LAND VALUE MAP BOOK, SALES ST	900.000	257	95.00
04/05/2018	MIF	43464	CLASSES	CATHY MYERS	SNOWFLAKE ORNAMENTS FOR KIDS	815.000	666	105.00
04/05/2018	MIF	43465*#	0083771032718	CHARTER COMMUNICATIONS	OFFICE & PSB PHONES 4/7/18-5/6/18	850.000	265	159.96
			0083763032418		COM CTR PHONE, TV & INTERNET 4/4/1	850.000	666	244.51
				CHECK MIF 43465 TOTAL FOR FU				404.47
04/05/2018	MIF	43466	CLASSES	CHRISTINE STEWART	LINE DANCE FOR BEGINNERS - MARCH 2	815.000	666	90.00
04/05/2018	MIF	43467*#	10889102802	CONSTELLATION NEW ENERGY, IN	ENERGY SUPPLY 1/26/18-2/23/18	920.000	666	45.11
04/05/2018	MIF	43468*#	1000 0973 9812	CONSUMERS ENERGY	9101 MAIN ST. 2/22/18-3/22/18	920.000	666	88.06
04/05/2018	MIF	43470*#	9100 116 2986 2	DTE ENERGY	9101 MAIN ST. 2/24/18-3/26/18	920.000	666	73.57
04/05/2018	MIF	43472*#	9100 4059 5829	DTE ENERGY	STREETLIGHTS 3/1/18-3/31/18	920.000	448	3,193.88
04/05/2018	MIF	43476	XXXX XXXX XXXX 133	PNC BANK	AVERILL CHARGES 2/21/18-3/12/18: P	727.000	666	4.79
			XXXX XXXX XXXX 133		AVERILL CHARGES 2/21/18-3/12/18: P	815.000	666	179.75
			XXXX XXXX XXXX 133		AVERILL CHARGES 2/21/18-3/12/18: P	822.000	666	131.08
				CHECK MIF 43476 TOTAL FOR FU				315.62

04/05/2018 03:19 PM

User: JEN

DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 03/13/2018 - 04/05/2018

Banks: MIF

Page 5/17

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND								
04/05/2018	MIF	43477*#	XXXX XXXX XXXX 327	PNC BANK	WAGNER CHARGES 2/22/18-3/16/18	850.000	265	45.00
04/05/2018	MIF	43480	353408958	U.S. BANK EQUIPMENT FINANCE	OFFICE SMALL COPIER LEASE	940.000	265	65.23
04/05/2018	MIF	43481	9804066654	VERIZON WIRELESS MESSAGING S	AYNES CELL SERVICE 2/24/18-3/23/18	850.000	172	50.66
04/05/2018	MIF	43482*#	1577	WASHTENAW COUNTY TREASURER	12/17 BOARD OF REVIEW	938.000	265	17.96
Total for fund 101 GENERAL FUND								63,776.30

04/05/2018 03:19 PM

User: JEN

DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

Page 6/17

CHECK DATE FROM 03/13/2018 - 04/05/2018

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 207 LAW ENFORCEMENT FUND								
03/16/2018	MIF	43401	34601	CANTON EMBROIDERY	SHIRT EMBROIDERY	741.000	301	21.20
03/16/2018	MIF	43402*#	0075124030118	CHARTER COMMUNICATIONS	PEG STATION & CABLE BOXES 3/9/18-4	850.000	301	28.00
03/16/2018	MIF	43404	24029	CREATIVE CARS INC	2013 TAURUS INTERCEPTOR- OIL CHANG	930.000	333	35.32
			24019		2014 EXPLORER - OIL CHANGE & ROTAT	930.000	333	44.90
				CHECK MIF 43404 TOTAL FOR FU				80.22
03/16/2018	MIF	43418	4701	MCGRAW MORRIS P.C.	LABOR ATTORNEY - SERVICES 1/5/18-1	803.000	270	3,863.83
03/16/2018	MIF	43421*#	31805	MICRO TECH SERVICES INC	PD ANTI-VIRUS MGMT 3/1/18-3/31/18	972.000	301	55.70
03/16/2018	MIF	43424*#	7900 0440 8028 914	NEOFUNDS BY NEOPOST	POSTAGE 1/12/18-3/15/18 & INK	851.000	301	5.00
03/16/2018	MIF	43426*#	030618	PAUL E BURNS	LEGAL SERVICES FEB 2018: RETAINER;	803.000	270	3,300.00
03/16/2018	MIF	43430	104	SMARTHANDS SERVICES, LLC	NTPD REPLACE LOBBY PHONE	850.000	301	85.00
03/16/2018	MIF	43435*#	351932116	U.S. BANK EQUIPMENT FINANCE	OFFICE, PD, WWTP & COM CTR COPIER	940.000	301	217.39
03/16/2018	MIF	43439	MUNIS 1562	WASHTENAW COUNTY TREASURER O	PD DISPATCH SERVICES MARCH 2018	820.000	301	5,437.25
03/22/2018	MIF	43441*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	SILVER PLAN PREMIUMS FOR APRIL 201	716.000	226	1,811.78
03/22/2018	MIF	43442*#	007011521-0002	BLUE CROSS BLUE SHIELD OF MI	BRONZE PLAN PREMIUMS FOR APRIL 201	716.000	226	6,193.36
03/22/2018	MIF	43445*	79411625	DELL FINANCIAL SERVICES	PD & FD LEASE 3/26/18-4/25/18	972.000	301	318.63
03/22/2018	MIF	43448*#	TM05946124 0001	METLIFE - GROUP BENEFITS	PREMIUMS FOR APRIL 2018	717.000	226	749.00
03/22/2018	MIF	43449	791-10339789	MICHIGAN DEPT OF AGRICULTURE	WHEEL LOAD WEIGHER CALIBRATION	930.000	333	145.00
03/22/2018	MIF	43451*#	XXXX XXXX XXXX 354	STAPLES BUSINESS ADVANTAGE	CHARGES 2/7/18-3/1/18: OFFICE & PD	727.000	301	109.98
03/22/2018	MIF	43452*	9802931716	VERIZON WIRELESS MESSAGING S	PD CELL SERVICE 2/5/18-3/4/18	850.000	301	146.41
03/22/2018	MIF	43453	5004666631	WELLS FARGO FINANCIAL LEASIN	PD PRINTER LEASES 3/8/18-4/7/18	972.000	301	196.30

04/05/2018 03:19 PM

User: JEN

DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 03/13/2018 - 04/05/2018

Banks: MIF

Page 7/17

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 207 LAW ENFORCEMENT FUND								
03/23/2018	MIF	386(E)*#		PAYROLL	LAW ENFORCEMENT SUPERVISORS WAGES	701.000	226	5,418.50
					LAW ENFORCEMENT FULL-TIME WAGES	702.000	226	18,666.70
					LAW ENFORCEMENT CLERICAL WAGES	704.000	226	2,881.55
					LAW ENFORCEMENT PART-TIME WAGES	708.000	226	327.13
					LAW ENFORCEMENT OVER-TIME WAGES	711.000	226	3,325.54
					LAW ENFORCEMENT FICA	715.000	226	2,313.54
					LAW ENFORCEMENT PENSION	718.000	226	2,466.32
					LAW ENFORCEMENT SUPPLIES PAYROLL F	727.000	301	32.12
				CHECK MIF 386(E) TOTAL FOR F				
								35,431.40
03/29/2018	MIF	43456*#	1096841	APPLIED IMAGING	OFFICE & PD COPIER MAINT AGREEMENT	727.000	301	25.17
04/05/2018	MIF	43477*#	XXXX XXXX XXXX 327	PNC BANK	WAGNER CHARGES 2/22/18-3/16/18	727.000	301	208.40
04/05/2018	MIF	43478	551-508531	STATE OF MICHIGAN	SEX OFFENDER REGISTRATION FEB 2018	214.000	000	30.00
04/05/2018	MIF	43482*#	1577	WASHTENAW COUNTY TREASURER	12/17 BOARD OF REVIEW	938.000	301	28.46
04/05/2018	MIF	43483	53640642	WEX BANK	PD FUEL CHARGES MARCH 2018	860.000	333	1,454.10
				Total for fund 207 LAW ENFORCEMENT FUND				59,941.58

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 03/13/2018 - 04/05/2018

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 216 MEDICAL RESCUE FUND								
03/16/2018	MIF	43395	2716-265436	ADVANCE AUTO PARTS - FD	OIL FILTER FOR R8-2 & ROTT4TR 15W4	930.000	333	80.03
03/16/2018	MIF	43397	582248	ANN ARBOR WELDING SUPPLY	13 CF MEDICAL OXYGEN	727.000	301	93.29
03/16/2018	MIF	43398*#	1693618	ARBOR SPRINGS WATER CO INC	FD 2 - 5 GAL ARTESIAN WATER	727.000	301	13.00
03/16/2018	MIF	43402*#	0075124030118	CHARTER COMMUNICATIONS	PEG STATION & CABLE BOXES 3/9/18-4	850.000	301	14.00
03/16/2018	MIF	43412	INV06114	EMERGENT HEALTH PARTNERS	FIRE DISPATCHING SERVICES MARCH 20	820.000	301	900.82
03/16/2018	MIF	43414*	9696662106	GRAINGER, INC.	NONSPIKE FLARES	727.000	301	276.50
			9696662114		LITHIUM GREASE	930.000	301	24.24
				CHECK MIF 43414 TOTAL FOR FU				300.74
03/16/2018	MIF	43421*#	31806	MICRO TECH SERVICES INC	FD ANTI-VIRUS MGMT 3/1/18-3/31/18	972.000	301	21.60
03/16/2018	MIF	43433	18269	THE ACCUMED GROUP	FD - BILLING SERVICE FEE FEB 2018	818.000	301	5.00
03/16/2018	MIF	43434	XXXX XXXX XXXX 485	TRACTOR SUPPLY CREDIT PLAN	WAGNER CHARGES 2/11/18-2/17/18: MI	727.000	301	54.26
03/22/2018	MIF	43441*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	SILVER PLAN PREMIUMS FOR APRIL 201	716.000	226	1,432.35
03/22/2018	MIF	43443	0080645031318	CHARTER COMMUNICATIONS	FD INTERNET 3/23/18-4/22/18	850.000	301	99.98
03/22/2018	MIF	43444	0276791-IN	CORRIGAN PROPANE CO.	STATION 2 PROPANE 2/27/18	920.000	301	882.54
03/22/2018	MIF	43445*	79411625	DELL FINANCIAL SERVICES	PD & FD LEASE 3/26/18-4/25/18	972.000	301	318.63
03/22/2018	MIF	43446	402709-1	DON'S BODY SHOP	2017 TAHOE - WINCHING	930.000	333	20.00
03/22/2018	MIF	43448*#	TM05946124 0001	METLIFE - GROUP BENEFITS	PREMIUMS FOR APRIL 2018	717.000	226	83.13
03/22/2018	MIF	43452*	9803065485	VERIZON WIRELESS MESSAGING S	FD CELL SERVICE 2/8/18-3/7/18	850.000	301	170.63
03/22/2018	MIF	43454	53508119	WEX BANK	FD FUELD CHARGES FEB 2018	860.000	333	1,099.90
03/23/2018	MIF	386(E)*#		PAYROLL	FIRE CHIEF WAGES	701.000	226	3,346.77
					FIRE PART-TIME WAGES	702.000	226	6,161.25
					FIRE ADMIN WAGES	705.000	226	95.99
					FIRE PAID ON CALL WAGES	708.000	226	1,950.20
					FIRE FICA	715.000	226	890.23

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount	
Fund: 216 MEDICAL RESCUE FUND									
					FIRE PENSION	718.000	226	334.64	
					FIRE TRAINING WAGES	958.000	226	234.00	
					PAYROLL FEE	727.000	301	47.88	
				CHECK MIF 386(E) TOTAL FOR F					13,060.96
04/05/2018	MIF	43467*#	10889102802	CONSTELLATION NEW ENERGY, IN	ENERGY SUPPLY 1/26/18-2/23/18	920.000	301	42.42	
			10889102702		CORRECTIONS TO DECEMBER INVOICE	920.000	301	7.44	
				CHECK MIF 43467 TOTAL FOR FU					49.86
04/05/2018	MIF	43470*#	9100 142 3069 2	DTE ENERGY	2727 E NORTH TERRITORIAL 2/22/18-3	920.000	301	64.14	
04/05/2018	MIF	43477*#	XXXX XXXX XXXX 327	PNC BANK	WAGNER CHARGES 2/22/18-3/16/18	727.000	301	475.27	
			XXXX XXXX XXXX 327		WAGNER CHARGES 2/22/18-3/16/18	930.000	301	58.29	
				CHECK MIF 43477 TOTAL FOR FU					533.56
04/05/2018	MIF	43482*#	1577	WASHTENAW COUNTY TREASURER	12/17 BOARD OF REVIEW	938.000	301	12.17	
				Total for fund 216 MEDICAL RESCUE FUND					19,310.59

04/05/2018 03:19 PM

User: JEN

DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

Page 10/17

CHECK DATE FROM 03/13/2018 - 04/05/2018

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 287 BUILDING DEPARTMENT FUND								
03/16/2018	MIF	43402*#	0083748030118	CHARTER COMMUNICATIONS	BLDG DEPT PHONE AND PSB PHONES & I	850.000	301	39.99
04/05/2018	MIF	43473	INSPECTIONS	ELECTRICAL CODE SERVICES LLC	ELECTRICAL INSPECTIONS MARCH 2018	725.000	301	405.00
04/05/2018	MIF	43474	INSPECTIONS	LEONARD DONALD CZINSKI	PLUMBING & HEATING INSPECTIONS MAR	725.000	301	1,260.00
04/05/2018	MIF	43475	0000004156	PITTSFIELD TOWNSHIP	BLDG INSPECTIONS FEB 2018	725.000	261	945.00
			0000004156		BLDG INSPECTIONS FEB 2018	737.000	261	250.00
			0000004156		BLDG INSPECTIONS FEB 2018	738.000	261	100.00
				CHECK MIF 43475 TOTAL FOR FU				1,295.00
					Total for fund 287 BUILDING DEPARTMENT FUND			2,999.99

04/05/2018 03:19 PM

User: JEN

DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 03/13/2018 - 04/05/2018

Banks: MIF

Page 11/17

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 369 BLDG AUTH DEBT FUND								
03/29/2018	MIF	43462*#	34637817	PNC BANK, N.A.	2012 LIMITED BOND	942.000	905	236,404.00
			34637817		2012 LIMITED BOND	987.000	905	19,975.00
				CHECK MIF 43462 TOTAL FOR FU				256,379.00
				Total for fund 369 BLDG AUTH DEBT FUND				256,379.00

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 03/13/2018 - 04/05/2018

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 370 PUBLIC SAFETY BLDG DEBT FD								
03/16/2018	MIF	43402*#	0083748030118	CHARTER COMMUNICATIONS	BLDG DEPT PHONE AND PSB PHONES & I	850.000	301	229.94
03/16/2018	MIF	43409	27825	DETROIT AUTOMATIC SPRINKLER	SERVICE FIRE PROTECTION SYSTEM	930.000	301	2,026.12
03/16/2018	MIF	43428	0429	PURE WINDOW WASHING	PSB ENTRANCEWAY 2/16/18	930.000	301	10.00
			0464		PSB ENTRANCEWAY WINDOWS 2/27/18	930.000	301	10.00
			0496		PSB ENTRANCEWAY WINDOWS 3/12/18	930.000	301	10.00
			CHECK MIF 43428 TOTAL FOR FU					30.00
03/16/2018	MIF	43432	373237912	TERMINIX	PSB PEST CONTROL 2/27/18	930.000	301	52.00
03/29/2018	MIF	43459	34637817 - 6057261	PNC BANK, N.A.	2012 UNLIMITED BOND	945.000	905	250,000.00
			34637817 - 6057261		2012 UNLIMITED BOND	994.000	905	2,937.50
			34637817 - 6057261		2012 UNLIMITED BOND	994.000	905	3,113.75
			34637817 - 6057261		2012 UNLIMITED BOND	994.000	905	2,878.75
			34637817 - 6057261		2012 UNLIMITED BOND	994.000	905	2,878.75
			34637817 - 6057261		2012 UNLIMITED BOND	994.000	905	3,055.00
			CHECK MIF 43459 TOTAL FOR FU					264,863.75
04/05/2018	MIF	43463	734449030603	AT&T	ELEVATOR PHONE 2/26/18-3/25/18	850.000	301	78.90
04/05/2018	MIF	43465*#	0049525032218	CHARTER COMMUNICATIONS	PSB PHONE & INTERNET 4/1/18-4/30/1	850.000	301	164.97
			0083771032718		OFFICE & PSB PHONES 4/7/18-5/6/18	850.000	301	119.97
			CHECK MIF 43465 TOTAL FOR FU					284.94
04/05/2018	MIF	43467*#	10889102802	CONSTELLATION NEW ENERGY, IN	ENERGY SUPPLY 1/26/18-2/23/18	920.000	301	1,147.49
04/05/2018	MIF	43468*#	1000 0012 0517	CONSUMERS ENERGY	8350 MAIN ST. 2/22/18-3/22/18	920.000	301	1,646.87
04/05/2018	MIF	43470*#	9100 212 3306 9	DTE ENERGY	8350 MAIN ST. 2/24/18-3/26/18	920.000	301	1,222.06
04/05/2018	MIF	43479	374097305	TERMINIX	PSB 3/27/18 PEST CONTROL	930.000	301	52.00
04/05/2018	MIF	43482*#	1577	WASHTENAW COUNTY TREASURER	12/17 BOARD OF REVIEW	938.000	301	5.08
			Total for fund 370 PUBLIC SAFETY BLDG DEBT FD					271,639.15

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 03/13/2018 - 04/05/2018

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND								
03/16/2018	MIF	43396	SLS 10068473	ALEXANDER CHEMICAL CORP	FERRIC CHLORIDE	740.000	301	5,560.55
03/16/2018	MIF	43400	0218-101276	BRIGHTON ANALYTICAL ASSOCIAT	SELENIUM	817.000	301	15.00
03/16/2018	MIF	43405	006-59082	CUMMINS BRIDGEWAY LLC	ANNUAL MAINT GENERATOR L990029189	930.000	301	615.33
			006-59239		ANNUAL MAINT GENERATOR G080197499	930.000	301	615.33
			006-59084		ANNUAL MAINT GENERATOR C040614901	930.000	301	418.99
			006-59083		ANNUAL MAINT GENERATOR C070040331	930.000	301	501.74
			006-59240		ANNUAL MAINT GENERATOR H110237620	930.000	301	376.62
			006-59241		ANNUAL MAINT GENERATOR A040587941	930.000	301	280.79
			006-59242		ANNUAL MAINT GENERATOR A040591329	930.000	301	280.79
			006-59244		ANNUAL MAINT GENERATOR 8656 (PORTA	930.000	301	546.34
			006-59245		ANNUAL MAINT GENERATOR G900332245	930.000	301	461.13
			006-59470		GEN A040591328 REPLACE BATTERY CHA	930.000	301	730.80
			006-59243		ANNUAL MAINT GENERATOR A040591328	930.000	301	280.79
CHECK MIF 43405 TOTAL FOR FU								5,108.65
03/16/2018	MIF	43414*	9690328530	GRAINGER, INC.	PACKING EXTRACTORS	930.000	301	79.53
03/16/2018	MIF	43423	2237298	NALCO CROSSBOW WATER	IT CARBON EXCHANGER	740.000	301	102.55
03/16/2018	MIF	43424*#	7900 0440 8028 914	NEOFUNDS BY NEOPOST	POSTAGE 1/12/18-3/15/18 & INK	851.000	301	13.65
03/16/2018	MIF	43427	500026	PETER'S HARDWARE HAMBURG - W	INVOICE 7174: WWTP PURCHASE 2/14/1	930.000	301	76.97
03/16/2018	MIF	43431	761-10336459	STATE OF MICHIGAN	STORMWATER ANNUAL PERMIT FEE 2018	930.000	301	260.00
03/16/2018	MIF	43435*#	351932116	U.S. BANK EQUIPMENT FINANCE	OFFICE, PD, WWTP & COM CTR COPIER	940.000	301	131.22
03/16/2018	MIF	43436	530352403	UIS SCADA	TROUBLESHOOT CONTROL CIRCUIT - BAD	930.000	301	914.00
			530353053		TROUBLESHOOT GRIT CONVEYOR REMOVAL	930.000	301	268.00
			530352724		PROVIDE CELLULAR DIALER FOR JAN201	930.000	301	345.00
CHECK MIF 43436 TOTAL FOR FU								1,527.00
03/16/2018	MIF	43437	486850	USA BLUE BOOK	FLAGS- 21' WIRE STAFF & 15' WIRE	819.000	301	54.13
03/22/2018	MIF	43441*#	007011521-0001	BLUE CROSS BLUE SHIELD OF MI	SILVER PLAN PREMIUMS FOR APRIL 201	716.000	226	1,324.88
03/22/2018	MIF	43442*#	007011521-0002	BLUE CROSS BLUE SHIELD OF MI	BRONZE PLAN PREMIUMS FOR APRIL 201	716.000	226	5,210.26

04/05/2018 03:19 PM

User: JEN

DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 03/13/2018 - 04/05/2018

Banks: MIF

Page 14/17

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND								
03/22/2018	MIF	43448*#	TM05946124 0001	METLIFE - GROUP BENEFITS	PREMIUMS FOR APRIL 2018	717.000	226	261.80
03/22/2018	MIF	43455	03/22/2018	NORTFIELD ESTATES	UB refund for account: 673220	214.000	000	92.40
03/23/2018	MIF	386(E)*#		PAYROLL	SEWER SUPERINTENDENT WAGES	701.000	226	2,495.77
					SEWER FULL-TIME WAGES	702.000	226	6,802.38
					SEWER OVERTIME WAGES	711.000	226	1,569.90
					SEWER FICA	715.000	226	830.27
					SEWER PENSION	718.000	226	793.28
					SEWER PAYROLL FEE	727.000	301	12.73
					SEWER COMMUNICATION PAY	850.000	301	35.00
				CHECK MIF 386(E) TOTAL FOR F				12,539.33
03/29/2018	MIF	43456*#	1096842	APPLIED IMAGING	COM CTR & WWTP COPIER MAINT AGREEM	727.000	301	14.57
03/29/2018	MIF	43457#	XXXX XXXX XXXX 588	PNC BANK	WILLIS CHARGES 2/17-3/13/18: UNIFO	957.000	226	1,135.00
			XXXX XXXX XXXX 588		WILLIS CHARGES 2/17-3/13/18: UNIFO	740.000	301	765.00
			XXXX XXXX XXXX 588		WILLIS CHARGES 2/17-3/13/18: UNIFO	741.000	301	164.25
			XXXX XXXX XXXX 588		WILLIS CHARGES 2/17-3/13/18: UNIFO	819.000	301	7.42
				CHECK MIF 43457 TOTAL FOR FU				2,071.67
04/05/2018	MIF	43465*#	0077545032618	CHARTER COMMUNICATIONS	WWTP PHONES & INTERNET 4/6/18-5/5/	850.000	301	269.93
04/05/2018	MIF	43467*#	10889102802	CONSTELLATION NEW ENERGY, IN	ENERGY SUPPLY 1/26/18-2/23/18	920.000	301	3,628.90
			10889102702		CORRECTIONS TO DECEMBER INVOICE	920.000	301	2.74
			11120337801		ENERGY SUPPLY FOR 8076 MAIN ST. 1/	920.000	301	48.42
				CHECK MIF 43467 TOTAL FOR FU				3,680.06
04/05/2018	MIF	43468*#	1000 0950 4497	CONSUMERS ENERGY	427 E NORTH TERRITORIAL 2/22/18-3/	920.000	301	21.86
			1000 6159 0814		11615 E SHORE DR. 2/22/18-3/22/18	920.000	301	18.63
			1000 0012 4642		11500 LEMEN RD #A 2/23/18-3/23/18	920.000	301	1,426.29
			1000 0950 4273		8076 WHITMORE LAKE RD. 2/23/18-3/2	920.000	301	59.17
			1000 0950 4356		601 RAYMOND DR #GEN 2/24/18-3/23/1	920.000	301	60.32
			1000 1171 7061		11500 LEMEN RD #C 2/23/18-3/23/18	920.000	301	98.58
				CHECK MIF 43468 TOTAL FOR FU				1,684.85

04/05/2018 03:19 PM

User: JEN

DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 03/13/2018 - 04/05/2018

Banks: MIF

Page 15/17

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 571 WASTEWATER TREATMENT FUND								
04/05/2018	MIF	43470*#	9100 116 3039 9	DTE ENERGY	11615 E SHORE DR. 2/23/18-3/23/18	920.000	301	135.30
			9100 116 3105 8		9225 LAKE PINE DR. 2/22/18-3/22/18	920.000	301	224.38
			9100 116 7798 6		427 E NORTH TERRITORIAL RD. 2/21/1	920.000	301	92.72
			9100 113 1384 8		10201 ELMCREST RD. LAMPS 1/24/18-3	920.000	301	35.81
			9100 116 3062 1		925 8 MILE RD BLDG PERM 2/24/18-3/	920.000	301	592.35
			9100 116 3052 2		11800 N MAIN ST. 2/24/18-3/26/18	920.000	301	66.84
			9100 116 3093 6		7941 TURNBERRY DR. 2/24/18-3/26/18	920.000	301	48.78
			9100 116 2944 1		7647 EDMUND ST. 2/24/18-3/26/18	920.000	301	44.65
			9100 116 2958 1		10201 ELMCREST RD. 2/24/18-3/26/18	920.000	301	48.96
			9100 116 2973 0		8076 MAIN ST. 2/24/18-3/26/18	920.000	301	74.42
			9100 116 2999 5		601 RAYMOND ST. 2/24/18-3/26/18	920.000	301	39.60
			9100 116 3014 2		11380 N SHORE DR. 2/24/18-3/26/18	920.000	301	48.04
			CHECK MIF 43470 TOTAL FOR FU					1,451.85
04/05/2018	MIF	43472*#	9100 4000 5506	DTE ENERGY	EC-PRIMARY SUPPLY RATE 2/20/18-3/2	920.000	301	1,541.75
			Total for fund 571 WASTEWATER TREATMENT FUND					43,072.60

04/05/2018 03:19 PM

User: JEN

DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 03/13/2018 - 04/05/2018

Banks: MIF

Page 16/17

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 815 DIST # 5 SEVEN MILE SEWER								
03/29/2018	MIF	43462*#	34637817	PNC BANK, N.A.	2012 LIMITED BOND	306.000	000	37,376.00
			34637817		2012 LIMITED BOND	995.000	905	6,220.00
				CHECK MIF 43462 TOTAL FOR FU				<hr/> 43,596.00
				Total for fund 815 DIST # 5 SEVEN MILE SEWER				43,596.00

04/05/2018 03:19 PM

User: JEN

DB: Northfield

CHECK DISBURSEMENT REPORT FOR NORTHFIELD TOWNSHIP

CHECK DATE FROM 03/13/2018 - 04/05/2018

Page 17/17

Banks: MIF

Check Date	Bank	Check #	Invoice	Payee	Description	Account	Dept	Amount
Fund: 825 WHITMORE LAKE SEWER DISTRICT								
03/16/2018	MIF	43415	2731	HUNTINGTON NATIONAL BANK	WHITMORE LAKE SAD BOND AGENT FEES	954.000	905	500.00
					Total for fund 825 WHITMORE LAKE SEWER DISTRIC			500.00
TOTAL - ALL FUNDS								761,215.21

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT