



## CHARTER TOWNSHIP OF HIGHLAND

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205 North John Street • Auditorium • Highland, Michigan 48357 • (248) 887-3791

### BUDGET WORKSHOP MEETING OCTOBER 28, 2015 – 6:30 P.M. AGENDA

1. Call meeting to order
2. Pledge of Allegiance
3. Roll
4. Approval of Agenda
5. Consent Agenda Approval:
  - a. Approve:  
October 14, 2015 Regular Board Meeting Minutes
6. Pending Business:
  - a. Budget Workshop
  - b. Consider to Approve Barn Demo Agreement (tabled 10/14/2015)
7. New Business:
  - a. Consider to Approve Public Purpose Service Contract
8. Public Comment
9. Adjourn

# **1. Call Meeting to Order**

## **2. Pledge of Allegiance**

### 3. Roll

Present

Absent

Board Member

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Rick A. Hamill

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Mary L. McDonell

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Judy Cooper

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Mary Pat Chynoweth

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Charles Dittmar

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Brian Howe

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Russ Tierney

## **4. Approval of Agenda**

## **5. Consent Agenda Approval**

a. Approve:

October 14, 2015 Regular Board  
Meeting Minutes

**UNAPPROVED**  
CHARTER TOWNSHIP OF HIGHLAND  
REGULAR BOARD OF TRUSTEES MEETING  
205 North John Street, Highland, Michigan  
October 14, 2015

The meeting was called to order at 6:32 pm. and the supervisor led the Pledge of Allegiance.

Roll Call: Rick Hamill, Supervisor  
Mary McDonell, Clerk  
Judy Cooper, Treasurer  
Mary Pat Chynoweth, Trustee  
Charles Dittmar, Trustee  
Brian Howe, Trustee  
Russ Tierney, Trustee

Also Present: Fire Chief Richard Cole  
Sgt. Matt Snyder  
Pamela Dekouchay, Recording Secretary

Visitors: 43

**Approval of Agenda:**

Mr. Hamill asked to have agenda item “n. Discussion: Property Purchase/Hickory Ridge Pines Park” moved to the first item under New Business. Mr. Dittmar asked to remove the approval of the September 9 and 23, 2015 minutes from the consent agenda. Mr. Hamill moved to approve the agenda as amended. Mr. Howe supported the motion and it carried with the following roll call vote: Cooper – yes, Hamill – yes, McDonell – yes, Chynoweth – yes, Tierney – yes, Howe – yes, Dittmar – yes.

**Consent Agenda Approval:**

- a. **Approve: September 9, 2015 Regular Board Meeting Minutes  
September 23, 2015 Board Meeting Minutes (budget workshop)**
- b. **Receive and file: Building Department Report – 2015  
Financial Report – 2015  
Library Board Minutes – 2015 and 2015 (draft)  
Library Director’s Report – 2015 and 2015  
Ordinance Department Report – 2015  
Sheriff’s Department Report – 2015  
Treasurer’s Report – 2015**

Mr. Dittmar moved to approve the September 9, 2015 minutes as amended. Mr. Hamill supported the motion and it carried with the following roll call vote: Hamill – yes, McDonell – no, Chynoweth – no, Tierney – yes, Howe – yes, Dittmar – yes, Cooper – yes.

Mr. Dittmar moved to approve the September 23, 2015 Township Board Meeting minutes as amended. Mr. Howe supported the motion and it carried with the following roll call vote: Cooper – yes, Hamill – yes, McDonell – no, Chynoweth – no, Tierney – yes, Howe – yes, Dittmar – yes.

Mrs. Cooper moved to approve the revised Consent Agenda. Mr. Hamill supported the motion and it carried with the following voice vote: Hamill – yes, McDonell – no, Cooper – yes, Chynoweth – yes, Dittmar – yes, Howe – yes.

### **Announcements and Information Inquiry:**

#### **a. October 31, 2015 Trick or Treat Hours 6:00- 8:00 pm**

#### **b. Public Comment:**

Public comment was received on the RFP for the Middle School Property, having the meetings broadcast on the local cable station so as to be more accessible and transparent with the community, support for saving the Highland Cemetery fence due to its historical value, the phragmites grant, the Clyde Road and Milford Road intersection since it is now a three way stop, the walk to school event, the hazardous waste event and the Duck Lake Pines parking lot repairs.

A district representative for Congressman Dave Trott gave information on mobile office hours to assist with federal agency needs.

#### **Pending Business:**

#### **a. Consider To Approve Ed & Penny Bugis To Remove Clyde Road Barn (tabled from 8/14/2105)**

Mr. Dittmar moved to authorize the supervisor to work with the Township attorney to negotiate a contract with Ed & Penny Bugis for removal of the Clyde Road Barn, based on scope of work presented, with the understanding that the board must approve the contract for signing. Mr. Tierney supported the motion and it carried with a roll call vote: Hamill – yes, McDonell – no, Cooper – yes, Chynoweth – yes, Dittmar – yes, Howe – yes, Tierney- yes.

#### **b. Discussion of Highland Cemetery Fence Replacement (tabled from 9/23/2015)**

Mr. Tierney motioned for the supervisor to put out a requisition to repair the existing fence at the Highland Township Cemetery on Milford Rd., as well as quotes to replicate the fence, as well as to quote the price for a new alternative fence and aluminum fence. Mrs. Chynoweth supported the motion, and it carried with a unanimous roll vote. Hamill – yes, McDonell – yes, Cooper – yes, Chynoweth – yes, Dittmar – yes, Howe – yes, Tierney- yes.

#### **New Business:**

#### **n. Discussion: Property Purchase/Hickory Ridge Pines Park**

Mr. Hamill moved to approve the payment for a phase II environmental survey at a cost not to exceed \$11,000, on the property formerly known as Highland Tree Farm, parcel ID #11-08-300-005. Mr. Dittmar supported the motion and it carried with a unanimous roll call vote: Hamill – yes, McDonell – yes, Cooper – yes, Chynoweth – yes, Dittmar – yes, Howe – yes, Tierney- yes.

#### **a. Public Hearing: Z-006 Text Amendments**

The public hearing was opened at 8:13 p.m.

Josie Purcell, 334 Woodruff Lake Rd, spoke in favor of moving quickly on this ordinance since her situation requires the changes being proposed.



Beth Corwin, Planning and Zoning Director, discussed some of the proposed changes including setbacks for accessory structures and varying setbacks on water bodies. She noted that the changes will not make a major impact on the character of any neighborhoods.

Lisa Burkhart, Zoning Administrator, discussed water ordinances and the need to know flood plain elevations so that people are using appropriate construction technique to mitigate insurance rates.

Anthony Raimondo of 2148 N Hickory Ridge Road commented on the aftermath of the storm on Ms. Purcell's property.

With no further comment, the public hearing closed at 8:19 p.m.

**b. Consider Adoption of Z-006 Text Amendments**

Mrs. Chynoweth moved to adopt ordinance Z-006 Text Amendments. Mrs. McDonell supported and the motion carried with a unanimous roll call vote: Hamill – yes, McDonell – yes, Cooper – yes, Chynoweth – yes, Dittmar – yes, Howe – yes, Tierney- yes.

A five minute break was called and the meeting resumed at 8:33 p.m.

**c. Consider Resolution #15-20: Performance Resolution for Michigan Department of Transportation**

Mr. Dittmar moved to approve Resolution #15-20: Performance Resolution for Michigan Department of Transportation as presented. Mrs. Chynoweth supported the motion and it carried with a unanimous roll call vote: Hamill – yes, McDonell – yes, Cooper – yes, Chynoweth – yes, Dittmar – yes, Howe – yes, Tierney- yes.

**d. Consider Approval of Oakland County Sheriff's 2016 Law Enforcement Services Agreement**

Mr. Dittmar moved to table the Approval of Oakland County Sheriff's 2016 Law Enforcement Services Agreement to the Nov 10<sup>th</sup> board of trustees meeting as requested by the Sheriff's Office. Mr. Howe supported the motion and it carried with a unanimous roll call vote: Hamill – yes, McDonell – yes, Cooper – yes, Chynoweth – yes, Dittmar – yes, Howe – yes, Tierney- yes.

**e. Consider Request to Supplement MHS School Resource Officer Position For The Summer**

Mrs. McDonell moved to approve that the uniform patrol deputy to stay on staff over the summer at a cost of approximately \$33,000. Mrs. Cooper supported the motion and it carried with a unanimous roll call vote: Hamill – yes, McDonell – yes, Cooper – yes, Chynoweth – yes, Dittmar – yes, Howe – yes, Tierney- yes.

**f. Consider Request to Participate In Oakland County Cooperative Invasive Species Management Program**

Mrs. Chynoweth moved to authorize the supervisor to sign a Memorandum of Understanding with Oakland County Cooperative Invasive Species Management Area and commit \$6,000 in cash and \$7,723 of in-kind services as the Township's match. Mrs. Cooper supported the motion and it carried with the following roll call vote: Hamill – yes, McDonell – yes, Cooper – yes, Chynoweth – yes, Dittmar – yes, Howe – yes, Tierney- yes.

**g. Consider Request for Cost Analysis To Privatize Operations of Planning and Zoning Department**

Mr. Tierney moved to approve a cost analysis to privatize the operations of the Planning and Zoning Department at a comparable level of services currently provided. Mr. Howe supported the motion and it carried with the following roll call vote: Hamill – yes, McDonell – no, Cooper – yes, Chynoweth – yes, Dittmar – yes, Howe – yes, Tierney- yes.

Mr. Dittmar moved to authorize the supervisor to engage Carlisle Wortman, to develop a scope of work for the cost analysis to be brought to the board for review and approval prior to implementation of the cost analysis. Mr. Tierney supported the motion and it carried with the following roll call vote: Hamill – yes, McDonell – no, Cooper – yes, Chynoweth – yes, Dittmar – yes, Howe – yes, Tierney- yes.

**h. Consider Approval For HDDA to Use Veteran’s Park For Highland’s Annual Tree Lighting**

Mr. Hamill moved to approve the HDDA’s use of Veteran’s Park for Highland’s annual tree lighting. Mrs. Cooper supported the motion, and it carried with the following roll call vote: Hamill – yes, McDonell – yes, Cooper – yes, Chynoweth – yes, Dittmar – yes, Howe – yes, Tierney- yes.

**i. Consider Approval of Membership in MI DEAL Program, and to Award Bid for Office Chairs**

Mrs. Cooper moved to approve membership in the MI DEAL program at a cost of \$230. Mr. Hamill supported the motion and it carried with the following roll call vote: Hamill – yes, McDonell – yes, Cooper – yes, Chynoweth – yes, Dittmar – yes, Howe – yes, Tierney- yes.

Mr. Hamill moved to award the bid for office chairs to DBI in the amount not to exceed \$7624.44. Mr. Howe supported the motion and it carried with the following roll call vote: Hamill – yes, McDonell – yes, Cooper – yes, Chynoweth – yes, Dittmar – yes, Howe – yes, Tierney- yes.

**j. Consider Approval of 2016 Board of Trustees Meeting Dates**

Mrs. Cooper moved to approve the 2016 Board of Trustees meeting dates as amended. Mr. Howe supported the motion and it carried with the following roll call vote: Hamill – yes, McDonell – yes, Cooper – yes, Chynoweth – yes, Dittmar – yes, Howe – yes, Tierney- yes.

**k. Consider Approval of 2016 Holidays**

Mrs. Cooper moved to approve the 2016 Holidays as presented. Mrs. Chynoweth supported the motion and it carried with the following roll call vote: Hamill – no, McDonell – yes, Cooper – yes, Chynoweth – yes, Dittmar – no, Howe – yes, Tierney- no.

**l. Consider Approval of Budget Amendments to General Fund and Road Fund**

Mr. Dittmar moved to approve the budget amendments to the general fund and road fund as presented. Mrs. Chynoweth supported the motion and it carried with the following roll call vote: Hamill – yes, McDonell – yes, Cooper – yes, Chynoweth – yes, Dittmar – yes, Howe – yes, Tierney- yes.

**m. Discussion: Smart Bus Update**

Board members discussed concerns regarding the Smart Bus program and commented on the positive atmosphere of the smart bus meeting.

**List of Bills:**

Mr. Dittmar moved to approve the List of Bills dated September 21st and October 14th, including the addition for postage. Mr. Howe supported the motion and it carried with the following roll call vote: Hamill – yes, McDonell – yes, Cooper – yes, Chynoweth – yes, Dittmar - yes, Howe – yes, Tierney – yes.

**Public Comment:**

Mr. Hamill motioned to suspend the board purchasing policy and to authorize the supervisor to sign a contract that exceeds the amount of \$5000, which would require the advertisement for sealed competitive bids. Mr. Howe supported the motion and it carried with the following roll call vote: Hamill – yes, McDonell – no, Cooper – yes, Chynoweth – yes, Dittmar – yes, Howe – yes, Tierney- yes.

Mr. Hamill moved to authorize the supervisor to sign a contract in the amount of \$7500 with Land Design Studio to develop conceptual drawings, and assist in the preparation of the “Requests for Proposals for Land Development Concepts” for Huron Valley Schools former Highland Middle School Property. Mr. Dittmar supported the motion with one amendment, that reimbursable items be limited to \$500, and the total amount not exceed \$8000. Mr. Hamill accepted the amendment and the motion carried with the following roll call vote: Hamill – yes, McDonell – no, Cooper – yes, Chynoweth – yes, Dittmar – yes, Howe – yes, Tierney- yes.

Residents thanked the volunteers who helped with Heritage Day, and the Board for the Township’s participation in the paving of Middle Road.

**Adjourn:** The meeting adjourned at 10:14 p.m.

Respectfully Submitted,

Mary L. McDonell, MMC  
Highland Township Clerk

MLM:pd

## **6. Pending Business**

- a. Budget Workshop
- b. Consider to Approve Barn Demo Agreement  
(tabled 10/14/2015)

		2014-14	2015	2,016	
		Pri Year	Cur Year	Fut Year	
Account Number	Account Title	Actual	Budget	Budget	
	<b>REVENUE</b>				
101-000-000-390-003	FUND BALANCE-ASSIGNED OPEB	100,000	0	- 0	
101-000-000-403-200	CURRENT PROPERTY TAX	383,206	395,000	395,000	
101-000-000-423-200	MOBILE HOME TAXES	4,656	3,500	3,500	
101-000-000-428-200	DELINQUENT P. PROPERTY TAX	210	0	- 0	
101-000-000-452-380	CONTRACTORS REGISTRATIONS	3,197	1,000	2,000	
101-000-000-477-200	DOG LICENSES	1,234	1,000	1,000	
101-000-000-478-380	BUILDING PERMITS	257,024	130,004	80,000	
101-000-000-479-380	HEATING PERMITS	33,080	15,000	15,000	
101-000-000-480-380	PLUMBING PERMITS	14,578	8,000	8,000	
101-000-000-481-380	ELECTRICAL PERMITS	30,439	15,000	15,000	
101-000-000-490-200	OTHER LIC. & PERMIT	4,521	5,000	5,000	
101-000-000-490-201	METRO AUTHORITY	10,110	10,000	9,500	
101-000-000-570-960	SENIOR ADVERTISING	1,800	1,000	- 0	No revenue going forward in this Acct
101-000-000-570-961	SENIOR CENTER REVENUES	7,591	4,000	4,000	
101-000-000-570-964	SENIOR CENTER ANNEX RENT	5,715	4,500	- 0	
101-000-000-570-965	SENIOR CENTER ANNEX UTILITIES	4,939	3,500	3,500	
101-000-000-576-960	SALES TAX	1,492,506	1,450,000	1,450,000	
101-000-000-607-805	CABLE TV FRANCHISE FEES	283,432	225,000	225,000	
101-000-000-609-805	ZONING BD. OF APPEALS	7,825	4,000	5,000	
101-000-000-610-805	SITE PL. REVIEW, OTHERS	10,095	7,000	5,000	
101-000-000-620-215	ELECTION REIMBURSEMENT	0	12,000	18,000	
101-000-000-625-805	SUMMER TAX COLLECTION FEE	42,225	42,000	42,000	
101-000-000-627-000	ENHANCE ACCESS FEES	0	500	1,000	
101-000-000-642-276	SALE OF CEMETERY LOTS	12,960	4,000	4,000	
101-000-000-642-277	CEMETERY RESTITUTION	527	0	- 0	
101-000-000-655-000	DISTRICT COURT MONIES	35,448	30,000	30,000	
101-000-000-656-805	BOND FORFEITURES	2,747	4,000	4,000	
101-000-000-664-200	INTEREST EARNINGS	24,158	8,000	7,000	
101-000-000-665-934	LOAN PROCEEDS/DEBT ISSUE	25,155	0	- 0	moved to 401 capital improvement
101-000-000-675-000	PARK RENTALS	700	500	500	
101-000-000-694-008	ORDINANCE VIOLATION REIMBURSE	4,681	6,000	5,000	
101-000-000-694-100	SNOW REMOVAL REIMBURSEMENT	3,420	3,325	5,700	
101-000-000-694-200	MISCELLANEOUS	6,611	8,000	8,000	from copies ie. Blueprints/ maps
101-000-000-694-203	ADMINISTRATION FEES	12,442	12,000	13,500	
101-000-000-694-207	POLICE LEASE PAYMENTS	28,000	28,000	28,000	
101-000-000-695-200	APPROPRIATION FUND BAL.	0	569,936	118,987	
	<b>REVENUE TOTAL</b>	<b>2,855,232</b>	<b>3,010,765</b>	<b>2,512,187</b>	
	<b>EXPENDITURE TOTAL</b>			<b>2,512,187</b>	
	<b>DIFERENTIAL</b>			- 0	

	<b>LEGISLATIVE</b>				
101-101-000-703-000	LEGISLATIVE: SALARIES	23,016	23,016	23,476	reflects 2% cost of living
101-101-000-708-000	LEGISLATIVE: PER DIEM	0	300	300	
101-101-000-820-000	LEGISLATIVE: DUES/ED/TRAVEL	994	4,000	4,000	
	<b>LEGISLATIVE TOTAL</b>	<b>24,010</b>	<b>27,316</b>	<b>27,776</b>	
	<b>SUPERVISOR'S DEPT</b>				
101-171-000-703-000	SUP DEPT: SALARIES	65,127	68,000	69,360	reflects 2% cost of living
101-171-000-705-000	SUP DEPT: CLERICAL SALARIES	41,121	40,870	42,426	reflects 2% cost of living
101-171-000-705-001	SUP DEPT: FLOATER SALARIES	20,231	0	- 0	
101-171-000-707-006	SUP DEPT: MAINT SALARIES	28,238	28,410	28,979	reflects 2% cost of living
101-171-000-820-000	SUP DEPT: DUES/ED/TRAVEL	1,340	2,500	2,500	
101-171-000-931-001	SUP DEPT: MAINT-WORK CREW	3,755	10,000	13,260	1300 hrs/25 hrs per wk@10.20
	<b>SUPERVISOR'S DEPT TOTAL</b>	<b>159,812</b>	<b>149,780</b>	<b>156,525</b>	
	<b>ACCOUNTING DEPT</b>				
101-201-000-703-000	ACCTG: BOOKKEEPER	29,202	39,388	42,426	reflects 2% cost of living
101-201-000-705-000	ACCTG: CLERICAL SALARIES	1,917	0	- 0	
101-201-000-820-000	ACCTG: DUES/ED/TRAVEL	610	1,000	2,000	
		31,729	40,388	44,426	
	<b>ASSESSING DEPT</b>				
101-209-000-705-000	ASSESSING: CLERICAL SALARIES	21,132	19,925	20,324	reflects 2% cost of living
101-209-000-820-000	ASSESSING: DUES/ED/TRAVEL	120	600	600	
101-209-000-960-000	ASSESSING: TAX BD OF REVIEW	893	1,500	1,500	
101-209-000-960-001	ASSESSING: OAKLAND COUNTY	119,337	125,000	125,000	
	<b>ASSESSING DEPT TOTAL</b>	<b>141,482</b>	<b>147,025</b>	<b>147,424</b>	
	<b>CLERK'S DEPT</b>				
101-215-000-701-002	CLERK: RECORDING SECTY	2,180	1,800	1,800	
101-215-000-702-000	CLERK: DEPUTY SALARIES	0	54,001	47,736	reflects 2% cost of living
101-215-000-703-000	CLERK: SALARIES	65,215	68,000	69,360	reflects 2% cost of living
101-215-000-703-001	CLERK: SEASONAL OFFICE WORKER	0	0	- 0	
101-215-000-704-000	CLERK: CERTIFICATION	600	1,000	2,000	
101-215-000-705-000	CLERK: CLERICAL SALARIES	90,140	35,531	33,873	reflects 2% cost of living
101-215-000-714-003	CLERK: VOTING EQUIP MAINT	884	1,000	1,000	
101-215-000-726-215	CLERK: ELECT EXP TO BE REIMBUR	0	12,000	18,000	
101-215-000-740-002	CLERK: ELECTION INSPECTORS	21,330	0	22,000	
101-215-000-741-002	CLERK: ELECTION SUPPLIES	12,516	0	14,000	
101-215-000-741-003	CLERK: CAP ELECTION EQUIP	0	0	30,000	
101-215-000-820-000	CLERK: DUES/ED/TRAVEL	3,069	3,000	3,000	

101-215-000-821-002	CLERK: BOARD OF CANVASSERS	0	0	600	
101-215-000-821-003	CLERK: BALLOT CODING	601	0	600	
	<b>CLERK'S DEPT TOTAL</b>	<b>196,535</b>	<b>176,332</b>	<b>243,969</b>	
	<b>TREASURER'S DEPT</b>				
101-253-000-702-000	TREAS: DEPUTY SALARIES	0	49,148	50,123	reflects 2% cost of living
101-253-000-703-000	TREAS: SALARIES	65,127	68,000	69,360	reflects 2% cost of living
101-253-000-704-000	TREAS: CERTIFICATION	875	1,000	1,000	
101-253-000-705-000	TREAS: CLERICAL SALARIES	76,337	34,847	35,544	reflects 2% cost of living
101-253-000-706-000	TREAS: PART-TIME SEASONAL	0	11,700	11,700	
101-253-000-820-000	TREAS: DUES/ED/TRAVEL	2,329	3,000	3,000	
	<b>TREASURER'S DEPT TOTAL</b>	<b>144,668</b>	<b>167,695</b>	<b>170,727</b>	
	<b>CEMETARY</b>				
101-276-000-935-000	CEMETERY: MAINTENANCE	27,380	28,864	28,864	
101-276-000-936-000	CEMETERY: MISCELLANEOUS	0	1,000	1,000	
101-276-000-937-000	CEMETERY: MAJOR MAINT	2,300	15,000	5,000	
	<b>CEMETARY TOTAL</b>	<b>29,680</b>	<b>44,864</b>	<b>34,864</b>	
	<b>ACTIVITY CENTER</b>				
101-289-000-703-007	ACTIVITY CTR: DIR SALARIES	30,881	33,216	39,000	\$20/hr Department Head Position
101-289-000-704-000	ACTIVITY CTR: ACTIVITY COORDIN	2,640	10,608	10,608	
101-289-000-705-007	ACTIVITY CTR: CLERICAL SALARY	18,669	18,683	29,250	from 25hrs to 37.5 hrs
101-289-000-705-008	ACTIVITY CTR: SECURITY	2,255	2,000	3,000	
101-289-000-727-000	ACTIVITY CTR: OFFICE SUPPLIES	1,163	2,500	3,500	
101-289-000-728-000	ACTIVITY CTR: POSTAGE	167	300	300	
101-289-000-729-001	ACTIVITY CTR: OPER. SUPPLIES	2,789	3,000	3,000	
101-289-000-820-000	ACTIVITY CTR: DUES/ED/TRAVEL	52	700	700	
101-289-000-853-000	ACTIVITY CTR: PHONE SERVICE	3,722	3,500	1,500	leave history here with phone
101-289-000-853-000	ACTIVITY CTR: INTERNET SERVICE		3,500	3,500	add this line item & new acct #
101-289-000-903-000	ACTIVITY CTR: ADVERT./PRINTING	3,070	4,500	3,500	
101-289-000-920-000	ACTIVITY CTR: UTILITIES	8,079	9,000	9,000	
101-289-000-931-000	ACTIVITY CTR: BUILDING MAINT	2,180	15,000	15,000	
101-289-000-931-001	ACTIVITY CTR: MAINT-WORK CREW	4,228	7,956	7,956	
101-289-000-933-000	ACTIVITY CTR: OFF. EQUIP MAINT	688	2,000	2,000	
101-289-000-956-000	ACTIVITY CTR: MISCELLANEOUS	14	200	200	
101-289-001-853-000	ANNEX: /INTERNET SERVICE	950	900	900	changed
101-289-001-920-002	ANNEX: UTILITIES	7,422	9,000	9,000	
101-289-001-931-002	ANNEX: BUILDING MAINT	18,554	45,298	30,000	parking,sidewalks, storm windows,paint
101-289-001-956-002	ANNEX: MISCELLANEOUS + Smart Bus	293	500	30,500	30,000 to apply to Smart Bus Program
	<b>ACTIVITY CENTER TOTAL</b>	<b>107,816</b>	<b>172,361</b>	<b>202,414</b>	
	<b>GENERAL GOVERNMENT</b>				
101-290-000-727-000	GEN GOV: OFFICE SUPPLIES	10,326	7,500	10,000	
101-290-000-728-000	GEN GOV: POSTAGE	10,785	10,000	10,000	

101-290-000-792-000	GEN GOV: MEMBER FEES	10,114	10,000	10,000	
101-290-000-793-000	GEN GOV: BANK FEES	6,865	8,000	8,000	
101-290-000-799-000	GEN GOV: TAX BILL PRINTING	14,185	10,000	14,000	
101-290-000-802-000	GEN GOV: AUDITING	41,000	42,200	42,200	
101-290-000-804-000	GEN GOV: LEGAL SERVICES	74,225	40,000	50,000	
101-290-000-806-000	GEN GOV: COURT WITNESS FEES	50	500	500	
101-290-000-810-000	GEN GOV: PROF SERVICES	2,289	15,000	15,000	
101-290-000-853-000	GEN GOV: PHONE SERVICE	9,872	8,400	8,000	
101-290-000-855-000	GEN GOV: WEBSITE	1,500	1,200	1,500	
101-290-000-856-000	GEN GOV: STORM WATER PERMIT	500	800	800	
101-290-000-903-000	GEN GOV: ADVERTISING	7,179	4,500	7,500	mostly news publications
101-290-000-903-100	GEN GOV: PRINTING	2,894	3,000	3,000	
101-290-000-913-000	GEN GOV: GEN INSURANCE	-20,625	95,000	90,000	MMRMA
101-290-000-920-000	GEN GOV: UTILITIES	58,414	60,000	60,000	40,000 for street lights??
101-290-000-931-000	GEN GOV: TOWNSHIP MAINTENANCE	18,161	30,000	30,000	
101-290-000-932-000	GEN GOV: BUILDING RENOV	4,356	5,000	5,000	server rack
101-290-000-933-000	GEN GOV: EQUIP MAINT CONTRACT	28,640	26,000	28,000	gracon, applied imag
101-290-000-934-000	GEN GOV: VEHICLE OP MAINT	4,719	6,000	2,000	
101-290-000-940-000	GEN GOV: SNOWPLOW SERV	17,999	17,999	19,999	
101-290-000-956-000	GEN GOV: MISCELLANEOUS	-320	35,515	20,000	went over budget in 2014?
101-290-000-967-000	GEN GOV: METRO AUTHORITY EXP	5,695	10,000	10,000	why not spent in 2014
101-290-000-970-000	GEN GOV: EQUIP CAP OUTLAY	39,533	67,496	2,500	
101-290-000-973-000	GEN GOV: COMP CAP OUTLAY	8,336	18,000	12,000	
101-290-000-973-001	GEN GOV: SOCIAL MEDIA/roundtable	5,213	4,000	1,500	changed name
101-290-000-973-002	GEN GOV: COMPUTER SOFTWARE	1,499	10,000	17,000	bs&a upgrade
101-290-000-974-002	GEN GOV: TRANS TO ROAD FUND	106,019	100,677	-0	Do we need to fund this?
101-290-000-974-211	GEN GOV: CONTRI TO POST EMPLOY	0	0	-0	
101-290-000-974-401	GEN GOV: TRANS TO CAP IMPROV	20,000	665,125	-0	
	<b>GENERAL GOVERNMENT TOTAL</b>	<b>489,423</b>	<b>1,311,912</b>	<b>478,499</b>	
	<b>TWP COMMUNITY PARKS</b>				
101-292-000-756-000	PARKS: HIGHLAND STATION	0	5,000	7,000	
101-292-000-756-001	PARKS: VETERAN'S PARK	2,052	0	2,500	
101-292-000-756-002	PARKS: HICKORY RIDGE	3,276	25,000	5,000	HOLDS HISTORY
101-292-000-920-000	PARKS: UTILITIES	1,897	3,000	2,000	
101-292-000-935-000	PARKS: MAINTENANCE	17,935	18,000	10,000	
101-292-000-937-000	PARKS:DUCK LAKE	168	5,000	20,000	Name change
101-292-000-956-004	PARKS: TWP BEAUTIF PROJ	3,500	3,500	3,500	
101-292-000-957-000	PARKS: HISTORICAL MARKERS	0	3,000	3,000	
101-292-000-975-000	PARKS: FIREWORKS	3,000	4,000	10,000	
	<b>TWP COMMUNITY PARKS TOTAL</b>	<b>31,828</b>	<b>66,500</b>	<b>63,000</b>	
	<b>GENERAL GOVT PERSONNEL</b>				
101-295-000-712-000	GGP: LONGEVITY	0	0	-0	
101-295-000-715-000	GGP: HEALTH/DENTAL/LIFE INS	167,215	237,000	220,000	



101-295-000-715-001	GGP: BLUE CROSS BUYOUT	0	18,000	24,000	
101-295-000-715-002	GGP: RETIREE MEDICAL	61,723	92,962	96,000	
101-295-000-715-005	GGP: CONTRIB TO POST-RET BENEF	340,000	0	- 0	
101-295-000-717-000	GGP: EMPLR PAYROLL TAX	67,771	69,443	71,175	
101-295-000-718-000	GGP: DEFINED CONTRIBUTION PLAN	87,312	113,012	118,084	
101-295-000-720-000	GGP: MERIT INCREASES	0	12,000	12,000	
101-295-000-721-000	GGP: HUMAN RESOURCE SERVICE	5,819	11,458	- 0	Paychex removed
	<b>GENERAL GOVT PERSONNEL TOTAL</b>	<b>729,840</b>	<b>553,875</b>	<b>541,259</b>	
	<b>ORDINANCE ENFORCEMENT</b>				
101-301-000-703-000	OE: ZONING ADMINISTRATOR	42,386	43,698	44,574	reflects 2% cost of living
101-301-000-806-001	OE: VIOLATION CORRECTIONS	2,174	6,000	5,000	
101-301-000-810-003	OE: GENERAL ORD OFFICER	17,972	22,051	22,489	reflects 2% cost of living
	<b>ORDINANCE ENFORCEMENT TOTAL</b>	<b>62,532</b>	<b>71,749</b>	<b>72,063</b>	
	<b>BUILDING DEPT</b>				
101-371-000-703-000	BLDG: INSPECTOR	54,255	59,670	60,863	reflects 2% cost of living
101-371-000-704-000	BLDG: CLERICAL SALARIES 1	0	27,515	33,873	reflects 2% cost of living
101-371-000-705-000	BLDG: CLERICAL SALARIES 2	39,485	37,453	26,936	reflects 2% cost of living
101-371-000-706-000	BLDG: PART-TIME SEASONAL	3,705	10,004	- 0	
101-371-000-710-001	BLDG: INSP/ELEC/PLUMB/HTG	78,938	100,000	60,000	
101-371-000-710-002	BLDG: SEWER TAP INSP	0	500	500	
101-371-000-820-000	BLDG: DUES/ED/TRAVEL	496	1,000	2,000	
	<b>BUILDING DEPT TOTAL</b>	<b>176,879</b>	<b>236,142</b>	<b>184,173</b>	
	<b>PLANNING DEPT</b>				
101-400-000-703-002	PLNG: DIRECTOR OF PLAN & DEV	62,276	64,404	65,697	reflects 2% cost of living
101-400-000-704-000	PLNG: CERTIFICATION	916	2,000	2,000	
101-400-000-705-000	PLNG: CLERICAL SALARIES	21,593	19,871	30,790	reflects 2% cost of living
101-400-000-706-000	PLNG: OVERTIME	0	0	800	
101-400-000-820-000	PLNG: DUES/ED/TRAVEL	1,259	1,200	1,200	
101-400-100-701-000	PLNG COMM: RECORDING SECTY	475	2,300	1,500	
101-400-100-819-000	PLNG COMM: COMMISSION	6,055	6,000	6,000	
101-400-100-820-000	PLNG COMM: DUES/ED/TRAVEL	0	250	250	
101-400-100-821-000	PLNG COMM: SUB-COMMITTEE	281	750	750	
101-400-100-903-005	PLNG COMM: ADVERTISING/PRTG	922	1,500	1,500	
101-400-100-904-101	PLNG COMM: ORDINANCE REVISION	0	15,000	10,000	
	<b>PLANNING DEPT TOTAL</b>	<b>93,777</b>	<b>113,275</b>	<b>120,487</b>	
	<b>ZONING BOARD</b>				
101-410-000-710-008	ZBA: MEMBERS' FEES	6,900	6,000	6,000	
101-410-000-711-008	ZBA: SECRETARIAL FEES	1,535	2,000	2,000	
101-410-000-810-000	ZBA: PROFESSIONAL SERVICES	15	500	500	
101-410-000-820-000	ZBA: DUES/ED/TRAVEL	0	200	200	
101-410-000-903-005	ZBA: ADVERTISING	1,453	1,500	1,500	

101-410-000-903-008	ZBA: ZONING BOOKS	279	300	300	
	<b>ZONING BOARD TOTAL</b>	10,182	10,500	10,500	
	<b>SOCIAL SERVICES</b>				
101-673-000-702-000	SOC SERV: CROSSING GUARDS	4,665	5,064	5,082	reflects 2% cost of living
101-673-000-842-000	SOC SERV: DECOR-XMAS LIGHTS	1,716	5,000	2,500	
101-673-000-844-000	SOC SERV: YOUTH ASSIST	4,000	4,000	6,500	need to discuss a pool of money for Soc
	<b>SOCIAL SERVICES TOTAL</b>	10,381	14,064	14,082	
	<b>TOTAL FUND EXPENDITURES</b>	2,440,574	3,303,778	2,512,187	
	<b>ROAD FUND REVENUE</b>				
201-000-000-656-000	OPERATING TRANSFER IN	106,019	100,677	183,815	
201-000-000-659-000	HAUL ROUTE MITIGATION	0	95,000	- 0	
201-000-000-664-000	INTEREST EARNINGS	15	0	150	
	<b>ROAD FUND REVENUE TOTAL</b>	106,034	195,677	183,965	
	<b>ROAD EXPENITURES</b>				
201-290-000-952-000	DUST CONTROL	43,336	45,000	45,000	
201-290-000-953-000	TRI PARTY PROGRAM	62,305	55,677	138,815	
201-290-000-955-000	HICKORY RIDGE RD HAUL ROUTE	0	95,000	- 0	
	<b>ROAD EXPENITURES TOTAL</b>	105,641	195,677	183,815	
	<b>FIRE FUND REVENUE</b>				
206-000-000-403-206	PROPERTY TAXES	939,499	948,277	956,578	
206-000-000-570-206	GRANT REVENUE	47,113	126,090	125,000	need info from Fire Dept
206-000-000-656-001	OPERATING TR IN FOR EMS	909	1,000	2,000	
206-000-000-664-206	INTEREST ON INVESTMENTS	13,041	10,000	- 0	
206-000-000-694-200	MISCELLANEOUS	155	1,000	2,000	
206-000-000-695-200	APPROPRIATION FUND BAL.	0	97,722	175,922	
	<b>FIRE FUND REVENUE TOTAL</b>	1,000,717	1,184,089	1,261,500	
	<b>FIRE FUND EXPENDITURES</b>				
206-290-000-717-000	EMPLOYER PAYROLL TAX	32,695	45,000	48,000	
206-290-001-715-206	FIRE: INSURANCE/BONDS	81,517	79,000	84,000	
206-290-001-727-206	FIRE: SUPPLIES	11,411	10,000	12,000	
206-290-001-728-206	FIRE: UNIFORMS	5,869	50,000	55,000	
206-290-001-819-206	FIRE: FIREFIGHTERS MEDICAL	630	5,000	5,000	
206-290-001-820-206	FIRE: DUES & EDUCATION	3,919	5,000	10,000	
206-290-001-821-206	FIRE: FIREFIGHTERS PAYROLL	313,445	420,000	440,000	
206-290-001-823-206	FIRE: INSTRUCTOR TRAINING	0	0	2,500	

206-290-001-824-206	FIRE: ACTING CHIEF COMPENSATIO	0	0	130,000	
206-290-001-825-206	FIRE: CHIEF'S COMPENSATION	96,092	120,000	- 0	
206-290-001-826-206	FIRE: RETIREMENT	3,300	0	4,000	
206-290-001-835-206	FIRE: MEDICAL SUPPLIES	9,437	10,000	15,000	
206-290-001-852-206	FIRE: RADIO COMMUNICATIONS	36,843	40,000	42,000	
206-290-001-865-206	FIRE: VEHICLE REPAIR	18,315	30,000	35,000	
206-290-001-866-206	FIRE: VEHICLE GAS/OIL	17,214	20,000	20,000	
206-290-001-920-206	FIRE: PUBLIC UTILITIES	31,117	35,000	30,000	
206-290-001-931-206	FIRE: BLDG MAINT/REPAIR	23,187	15,000	20,000	
206-290-001-933-206	FIRE: EQUIP MAINT	14,712	15,000	20,000	
206-290-001-956-206	FIRE: MISC EXPENSE	13,566	10,000	15,000	
206-290-001-958-206	FIRE: GRANT EXPENSE	68,189	126,090	125,000	
206-290-001-965-206	FIRE: RES FD NEW VEHICLE	614,000	114,000	114,000	
206-290-001-977-206	FIRE: CAPITAL OL EQUIP	1,275	10,000	10,000	
206-290-001-978-206	FIRE: NEW PROJECTS	9,807	24,000	25,000	
	<b>FIRE FUND EXPENDITURES TOTAL</b>	<b>1,406,540</b>	<b>1,183,090</b>	<b>1,261,500</b>	
	<b>POLICE FUND REVENUE</b>				
207-000-000-403-000	CURRENT TAXES	2,306,755	2,329,456	2,340,000	
207-000-000-654-000	MINI CONTRACT	8,615	12,000	12,000	
207-000-000-654-100	AMERICAN AG. CONTRACT	162,000	162,000	162,000	
207-000-000-664-000	INTEREST EARNINGS	11,086	5,000	7,500	
207-000-000-694-002	SCHOOL PARTICIPATION	94,991	105,000	105,000	
207-000-000-694-200	MISCELLANEOUS	0	0	- 0	
	<b>POLICE FUND REVENUE TOTAL</b>	<b>2,583,447</b>	<b>2,613,456</b>	<b>2,626,500</b>	
	<b>POLICE EXPENDITURES</b>				
207-290-000-715-002	POLICE: RETIREE MEDICAL	1,536	6,700	6,700	
207-290-000-717-000	POLICE: EMPLOYER PAYROLL TAX	1,772	0	2,100	
207-290-000-815-000	POLICE: SHERIFF'S MAINT	10,853	9,000	12,000	
207-290-000-815-001	POLICE: SUBSTATION LEASE/LC	28,000	28,000	28,000	
207-290-000-816-000	POLICE: OAKLAND CO SHER CONT	2,110,629	2,127,053	2,192,920	
207-290-000-816-002	POLICE: CLERK	22,475	30,000	28,000	
207-290-000-816-003	POLICE: SCHOOL RESOURCE OFSR	94,991	105,000	105,000	
207-290-000-817-000	POLICE: MINI CONTRACT	8,522	12,000	12,000	
207-290-000-817-001	POLICE: OVERTIME	137,760	180,000	180,000	
207-290-000-920-000	POLICE: UTILITIES	9,160	12,000	12,000	
207-290-000-956-000	POLICE: MISCELLANEOUS	941	3,000	3,000	
207-290-000-970-000	POLICE: EQUIP CAP OUTLAY	0	5,000	4,000	
207-290-000-970-003	POLICE: BUILDING REN	0	2,500	15,000	Interior paint of sub-station
211-000-000-656-000	EMPLOYER CONTRIBUTION	340,000	0	- 0	
211-000-000-664-000	INTEREST EARNINGS	32,360	0	- 0	
211-000-000-664-001	GAINS/LOSSES	-9,758	0	- 0	
211-290-000-700-000	PREMIUMS EXPENSE	0	0	- 0	
211-290-000-956-000	MISCELLANEOUS	6,738	0	- 0	

	<b>POLICE EXPENDITURES TOTAL</b>	2,795,979	2,520,253	2,600,720	
	<b>REFUSE REVENUE</b>				
226-000-000-600-805	REFUSE COLLECTION	904,261	964,950	970,500	
226-000-000-613-805	REFUSE CONTAINERS	60	0	- 0	
226-000-000-664-200	INTEREST EARNINGS	7,514	3,500	3,500	
226-000-000-694-200	MISCELLANEOUS	3,064	0	- 0	
226-000-000-695-200	APPROPRIATION FUND BAL.	0	87,806	35,503	
	<b>REFUSE REVENUE TOTAL</b>	914,899	1,056,256	1,009,503	
	<b>REFUSE EXPENDITURES</b>				
226-528-000-705-000	REFUSE: CLERICAL SALARIES	9,056	13,286	13,549	reflects 2% cost of living
226-528-000-706-000	REFUSE: CONTRACTOR	917,465	986,093	986,093	
226-528-000-849-000	REFUSE: STORM CLEAN-UP	0	10,000	- 0	
226-528-000-956-000	REFUSE: MISCELLANEOUS	564	1,000	- 0	
226-528-000-956-001	REFUSE: COMM SERVICE PROJ	36,209	35,000	- 0	next hazardous waste day 2017
226-528-000-956-002	REFUSE: FUND ADMIN COSTS	8,950	9,861	9,861	
	<b>REFUSE EXPENDITURES TOTAL</b>	972,244	1,055,240	1,009,503	
	<b>CAPITAL IMPROVEMENT REVENUE</b>				
401-000-000-390-003	FUND BALANCE-ASSIGN SEWER-LEVY	0	0	- 0	
401-000-000-656-000	OPERATING TRANSFER IN	20,000	665,125	20,000	
401-000-000-664-200	INTEREST EARNINGS	2,939	1,500	2,500	
401-000-000-664-201	INTEREST EARNINGS DDA LOAN	3,407	9,373	8,465	
401-000-000-685-300	WATER RESOURCE REVENUE	0	0	- 0	
401-000-000-689-001	CELL TOWER LEASE	124,747	105,000	120,000	
	<b>CAPITAL IMPROV REVENUE TOTAL</b>	151,093	780,998	150,965	
	<b>CAPITAL IMPROVEMENT EXPEND</b>				
401-290-000-810-000	PROFESSIONAL SERVICES	10,662	30,000	50,000	engineering, etc.
401-290-000-938-000	TOWNSHIP IMPROVEMENTS	0	0	- 0	
401-290-000-938-012	INTERCONNECTION EXPENSE	0	0	- 0	
401-290-000-956-000	MISCELLANEOUS EXPENSE	-1,600	5,000	- 0	
401-290-000-970-002	LAND PURCHASE	0	352,113	- 0	
401-290-000-974-201	TRANSFER TO ROAD FUND	55,677	0	- 0	
	<b>CAPITAL IMPROVEMENT EXPEND total</b>	64,739	387,113	50,000	
	<b>FIRE CAPITAL FUND REVENUE</b>				
402-000-000-657-000	CONTRIBUTION FR FIRE FUND	614,000	114,000	114,000	
402-000-000-664-000	INTEREST EARNINGS	7,537	3,000	4,000	
	<b>FIRE CAPITAL FUND TOTAL</b>				
	<b>FIRE CAPITAL IMPROV EXPND</b>				
402-290-000-942-000	VEHICLES	531,890	114,000	114,000	
402-290-000-945-000	BUILDING IMPROVEMENT	55,232	0	- 0	

	<b>FIRE CAPITAL IMPROV EXPND TOTAL</b>	1,338,137	1,005,226	332,000	
	<b>LIBRARY REVENUE</b>				
471-000-000-403-200	CURRENT PROPERTY TAX	397,260	367,597	379,000	
471-000-000-664-000	INTEREST EARNINGS	639	0	- 0	
471-000-000-695-200	APPROPRIATION FUND BAL.	0	31,353	15,250	
	<b>LIBRARY REVENUE TOTYAL</b>	397,899	398,950	394,250	
	<b>LIBRARY EXPENDITURE</b>				
471-290-000-957-000	DEBT PAYMENT	407,263	398,950	394,250	
	<b>LIBRARY EXPENDITURE TOTAL</b>	407,263	398,950	394,250	
	<b>HDDA REVENUE</b>				
495-000-000-299-000	LONG-TERM LOAN	388,320	0	- 0	
495-000-000-664-000	INTEREST EARNINGS	1,153	250	50	
495-000-000-694-201	DDA EVENTS FUND	35	5,000	- 0	
495-000-000-694-205	FUNDRAISING	0	0	6,950	
495-000-000-694-302	TIF	114,312	107,921	120,013	
495-000-000-695-200	APPROP FUND BALANCE	0	0	- 0	
	<b>HDDA REVENUE TOTAL</b>	503,820	113,171	127,013	
	<b>HDDA EXPENDITURES</b>				
495-290-000-703-000	DDA: DIRECTOR	31,901	32,000	40,000	
495-290-000-710-000	DDA: RECORDING SECRETARY	680	1,200	1,200	
495-290-000-717-000	DDA: EMPLOYER PAYROLL TAX	2,535	2,600	6,120	
495-290-000-727-000	DDA: OFFICE SUPPLIES	1,377	1,000	1,000	
495-290-000-729-000	DDA:MEETING PUBLIC ED SUPPLIES	117	200	200	
495-290-000-805-000	DDA: TAX PAYBACK TO OAK CTY.	0	0	- 0	
495-290-000-810-000	DDA: PROF SERVICES	1,947	1,500	500	
495-290-000-820-000	DDA: DUES/ED/TRAVEL	2,565	2,500	3,000	
495-290-000-901-000	DDA: PROPERTY PURCHASE	0	0	- 0	
495-290-000-903-000	DDA: ADVERTISING/PRINTING	2,068	3,000	3,000	
495-290-000-920-000	DDA: RENT/ UTILITIES	9,701	8,100	4,500	
495-290-000-938-000	DDA: COMMUNITY PROJECTS	0	0	- 0	
495-290-000-947-000	DDA: MAINTENANCE	575	2,000	3,000	
495-290-000-947-401	DDA: INTEREST EXPENSE	0	0	8,386	what DDA document shows
495-290-000-956-000	DDA: MISCELLANEOUS	0	0	- 0	
495-290-000-973-001	DDA: WEBSITE	270	400	1,000	
495-290-000-975-002	DDA: DDA EVENTS	6,225	0	- 0	
495-290-000-975-100	DDA: <b>FUNDRASING EXPENSE</b>	0	0	2,600	renamed
495-290-000-975-105	DDA:CART PROJECT	0	0	2,000	
495-290-000-976-001	DDA: PROMOTIONS	7,556	5,000	6,000	
495-290-000-976-002	DDA: ECONOMIC RESTRUCTURING	1,792	2,000	2,000	
495-290-000-976-003	DDA: DESIGN	0	2,000	2,000	
495-290-000-976-004	DDA: ORGANIZATION	0	1,000	1,000	

495-290-000-948-401	DDA: PRINCIPAL EXPENSE-BUDGET			36,884	what DDA document shows
495-290-000-976-100	DDA: CAPITAL IMPROVEMENT PROJ	1,167,448	45,262	2,623	
	<b>HDDA EXPENDITURES TOTAL</b>	<b>1,236,757</b>	<b>109,762</b>	<b>127,013</b>	
	<b>WATER SYSTEM REVENUE</b>				
591-000-000-664-200	INTEREST EARNINGS	17	0	- 0	
591-000-000-672-000	SPECIAL ASSESSMENT	81,207	73,200	68,140	
591-000-000-695-200	APPROPRIATION FUND BALANCE	0	7,060	8,923	
591-536-000-956-000	MISCELLANEOUS	0	0	- 0	
	<b>WATER SYSTEM REVENUE TOTAL</b>	<b>81224</b>	<b>80260</b>	<b>77,063</b>	
	<b>WATER SYSTEM EXPENDITURES</b>				
591-536-000-956-002	FUND ADMINISTRATION COST	0	0	- 0	
591-536-000-957-000	DEBT PAYMENT	83,981	80,260	77,063	
	<b>WATER SYSTEM EXPENDITURES</b>	<b>83981</b>	<b>80260</b>	<b>77,063</b>	

## **BARN REMOVAL CONTRACT**

This Contract shall be effective as of the date of the last signature and is between the Charter Township of Highland, whose address is 205 North John Street, Highland, MI 48357, ("Township"), and King Septic Co., a Michigan corporation, whose address is 2156 Clyde Road, Highland, MI 48357 ("Contractor")

**Project:** This Contract is for the removal of a barn on Township owned real property with a former address of 2350 Clyde Road and tax parcel identification number of 11-05-400-014 ("Premises").

**Work:** For and in consideration of the value to Contractor, Contractor shall perform the work described on and in the attached Offer to Raise Barn at 2350 Clyde Road, which is attached to and part of this Contract ("Work"), in a competent, efficient, timely, good and workmanlike manner and in compliance with the following terms and conditions.

**Permits:** The work to be performed includes applying for, obtaining issuance of, and complying with and satisfying all required Township and other governmental permits and all conditions of such permits, with the Township to waive all fees in connection with Township permits.

**Insurance:** This Contract is conditioned on the Insurance Requirements that are attached to and part of this Contract, being satisfied and confirmed by Certificate(s) of Insurance delivered to the Township, with said coverages to be maintained for the life of this Contract and the Township entitled to written notice of any cancellations or changes.

**Time of Work.** Contractor shall promptly apply for all required permits, shall commence the Work within the time required by the permits, and shall thereafter diligently prosecute the Work so it is completed within one (1) year of the effective date of this Contract. These time limits are of the essence of this Contract and failure to meet them shall permit Township to exercise its rights and remedies for default as provided in this Contract.

**Liability:** Contractor shall be liable for any injury or damage occurring on account of the performance of its work under this Contract. Consistent with this liability, the Contractor agrees to defend, pay on behalf of, and hold harmless the Township, its agents and others working on the Township's behalf against any and all claims, demands, suits, losses and settlements, including actual attorney fees incurred and all costs connected therewith, for any damages which may be asserted, claimed or recovered against the Township by reason of personal injury and/or property damages which arises out of or is in any way connected or associated with this Contract, including claims arising under the worker's compensation laws of the State of Michigan.

**Inspections, Notices and Remedies Regarding Work.** During the performance of the Work by Contractor, Township shall have the right to inspect the Work and its progress to assure that it complies with this Contract. If such inspections reveal a lack of compliance, Township shall provide Contractor with written notice to correct the noncompliance within a specified number of days of the notice. Upon receiving such a notice, Contractor shall correct the defects or defaults within the time specified. Upon a failure to do so, the Township may terminate this Contract by written notice and finish the work through whatever method it deems appropriate, with the cost in doing so a valid claim and charge against Contractor, or preserve the claims of noncompliance without termination by written notice to Contractor.

**Disposal Requirements.** The Contractor shall dispose of or reuse all materials from the Barn to be removed from the Premises in compliance with all provisions of applicable federal, state, county and Township

environmental laws. This obligation includes lawful disposal of all material providing documentation of such disposal to the Township, if requested.

Independent Contractor. Contractor is and shall perform under this Contract as an Independent Contractor with complete control over its employees, agents, subcontractors and operations. No employee, agent or representative of Contractor shall represent, act or be considered as an agent, representative or employee of the Township and nothing in this Contract shall create any contractual relationship between the Township and any subcontractor of the Contractor.

Compliance with Laws. This Contract and all of Contractor's work and practices shall be subject to all applicable state, federal and local laws, rules or regulations, including without limitation, those which apply because Township is a public governmental agency or body. Contractor represents that it is in compliance with all such laws and eligible and qualified to enter into this Contract.

Governing Law. This Contract shall be governed by the laws of the State of Michigan, with the additional legal authority, restrictions or limitations applicable to work, if any, to be set forth in a Statement of Additional Authority, that is attached to this Contract shall be a part of it.

Assignment. Contractor shall not assign this Contract or any part thereof without the written consent of the Township. This Contract shall be binding on the parties, their successors, assigns and legal representatives.

Notices. Written notices under this Contract shall be given to the parties at their addresses contained in this Contract by personal or registered mail delivery to the attention of the following persons:

- Township: Supervisor and Clerk
- Contractor: Edward T. Bugis, Resident Agent

Changes: Any changes in the provisions of this Contract must be in writing and signed by the Township and Contractor.

Waivers. No waiver of any term or condition of this Contract shall be binding and effective unless in writing and signed by all parties, with any such waiver being limited to that circumstance only and not applicable to subsequent actions or events.

WITNESSES AND DATES OF SIGNATURES:

CHARTER TOWNSHIP OF HIGHLAND

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
By: Rick A. Hamill, Supervisor

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

CONTRACTOR, KING SEPTIC, CO.

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
By: Edward T. Bugis, President

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



**Offer to Raise barn at 2350 Clyde Rd.**

King Septic  
Ed and Penny Bugis  
2156 Clyde Rd.  
Highland, MI 48357  
248-887-7261

We propose to remove the barn at the former address known as 2350 Clyde Rd., Highland, MI 48357 at no expense to Highland Township in exchange for the rights to any materials removed and within the following Scope of Work.

**Scope of Work**

Insurance listing The Charter Township of Highland and Edw. C Levy Co., will be supplied prior to any demolition.

A Hold harmless statement shall be on file with Highland Township.

A contract will be signed between Parties prior to commencement of any work.

Any electrical power to be removed prior to demolition by other appropriate parties.

All wood, hay and straw will be removed from the immediate area surrounding the barn and disposed of properly.

Foundation walls of the barn shall be knocked down and debris removed from the site.

Concrete block walls of attached north structure shall be raised and removed from site.

The barn basement shall be backfilled and graded.

The site shall be be graded and seeded in the direct area where soils are disturbed during demolition.

**Items Excluded:**

The chicken coup and corn crib will remain and are outside of the demolition area.

The silo and its attached block building will not be removed.

Any existing concrete slabs and structures outside of the footprint of the wood barn will not be removed.

Signed

Ed & Penny Bugis

## **INSURANCE REQUIREMENTS**

The Contractor and all subcontractors shall have the following insurance prior to the Contract being signed by the Township and shall maintain that insurance for all times and work covered by the Contract. Written proof of such insurance shall be provided to the Township Clerk in the form of Certificates of Insurance. Insurance shall be with companies licensed and authorized to do business in the State of Michigan with an AM Best rating of A or higher.

**Workers' Compensation Insurance:** Workers' Compensation Insurance, including Employers' Liability Insurance Coverage for all persons employed with statutory liability limits and in accordance with all applicable State and Federal laws.

**Commercial General Liability Insurance:** Commercial General Liability Insurance on an "Occurrence Basis" with limits of liability of not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate for Personal Injury, Bodily Injury, and Property Damage. Coverage shall include: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors Liability; (D) Broad Form General Liability Extensions or equivalent; and (E) Deletion of all Explosion, Collapse, and Underground (XCU) Exclusions.

**Motor Vehicle Liability:** Motor Vehicle Liability Insurance, including Michigan No-Fault Coverages, with limits of liability of not less than \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate combined single limit, Bodily Injury, and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

**Excess/Umbrella Coverage:** A policy of Excess or umbrella liability insurance may be relied on to satisfy the minimum limits of any required liability coverage that are not provided by the specified liability policy.

**Additional Insured:** Commercial General Liability and Motor Vehicle Liability Insurance shall include an endorsement of the Charter Township of Highland and its officials, employees, volunteers and agents as primary, noncontributory additional insureds.

**Notices and Certificates:** All required insurance policies shall include an endorsement providing prior written notice to the Township at the address below of a termination, cancellation, non-renewal, or material change in coverage, with such endorsements to be confirmed on the Certificates of Insurance provided to the Township. Charter Township of Highland, Attn: Clerk, 205 North John Street, Highland, MI 48357.

## **7. New Business**

- a. Consider to Approve Public Purpose Service Contract



JOHNSON ROSATI SCHULTZ JOPPICH PC

27555 Executive Drive Suite 250 ~ Farmington Hills, Michigan 48331  
Phone: 248.489.4100 | Fax: 248.489.1726

Gary L. Dovre  
gdovre@jrslaw.com

www.jrslaw.com

October 21, 2015

Rick A. Hamill, Supervisor  
Charter Township of Highland  
205 N. John Street  
Highland, MI 48357

RE: Expenditures of Public Funds  
Proposed Public Purpose Service Contract

Dear Rick:

Per our phone discussion a few weeks ago when you inquired about the Township providing funding for Youth Assistance, attached is the Public Purpose Service Contract form I advised would be provided for use. This Contract should be used for Youth Assistance and any other outside organization that requests and receives Township Board approved funding.

As I indicated, absent specific statutory authority, the Township may not simply donate or give money to an organization or cause, no matter how worthy. However, the Township may provide funds under a contract with an organization to provide services if the Township Board determines those services to be for a public purpose. While it is always better to be able to identify a statute that directly or indirectly allows a particular expenditure, in my opinion a fully explained Township Board determination that an expenditure is for a legitimate public purpose in Highland Township would also be defensible as legal.

As indicated in the Public Purpose and Services section, this Contract calls for attachment of a description of the public services the organization provides or makes available to the Township and its residents. That information is typically included in the letters I have seen from groups requesting assistance in other communities. Regarding the blanks in the Term section, the simplest way to handle these requests is on an annual calendar year basis corresponding to the Township's budget year (addressed below.) In that event the first blank would say, "one (1) year", with the second blank being "January 1, 20\_\_."

Regarding the budgetary considerations, in other communities that I have worked with, there were multiple organizations that regularly requested and received funding under Contracts such as presented. However, those requests would not always come in at a time when they could be reviewed and considered as part of the community's annual budget. Other than Youth

October 21, 2015

Page 2


Assistance, I don't know if Highland has been in the practice of providing this type of funding to other organizations, and if so, at what level and under what expense/account item.

It would seem that if this type of funding is something the Township Board wants to provide, doing so as part of the annual budget could be of benefit. Just as Township Departments are to submit their budget requests to you in early August, community/civic organizations known to have received or requested funding in the past could be requested to submit any requests they may have for the coming year in that same time frame. Such an approach would allow the Township to establish an overall budget for these types of funding requests that could then become a basis for allocating budgeted funds to the various funding requests.

Since I was not sure if this was a Board Agenda item at this point, I have addressed this letter to you and provided copies to Mary and Judy. If this subject goes on a Board Agenda, please provide the Board with this letter and Contract. If there are any questions or ways we can assist, please let me know.

Sincerely yours,

JOHNSON, ROSATI, SCHULTZ & JOPPICH, P.C.



Gary L. Dovre

GLD  
Enclosure

cc: Mary McDonell, Clerk  
Judy Cooper, Treasurer  
Carol A. Rosati, Esq.

**PUBLIC PURPOSE SERVICE CONTRACT**

This Contract shall be effective as of the date of the last signature and is between the Charter Township of Highland, whose address is 205 North John Street, Highland, MI 48357, ("Township"), and \_\_\_\_\_, whose address is \_\_\_\_\_, ("Contractor").

*Public Purpose and Services.* For and in consideration of payment by the Township as provided under the Payment Section of this Contract, Contractor shall provide the public services described in the attachment to this Contract to the residents of the Township ("Public Services"), which the Township Board of Trustees has determined to be for a public purpose.

*Term.* This Contract shall be for a term of \_\_\_\_\_, commencing on \_\_\_\_\_.

*Payment.* The Township agrees to pay Contractor the sum of \$ \_\_\_\_\_, to provide the Public Services during the Contract Term. If for any reason, Contractor does not provide, or loses its legal authorization to provide, the Public Services for the entire Contract Term, it shall immediately and without demand, return a prorated portion of the Township's payment for the period when services were not provided or legally authorized.

*Insurance and Liability.* Contractor shall maintain liability insurance for the Public Services it provides, and upon request, will provide the Township with Certificate(s) of Insurance confirming said insurance. Contractor shall be liable for any injury or damage occurring on account of the provision of its Public Services under this Contract and agrees to indemnify and defend the Township against any and all claims for same.

*Independent Contractor.* Contractor is an Independent Contractor with complete control over its employees, agents, subcontractors and operations, and shall not represent, act or be considered as an agent, representative or employee of the Township.

*Compliance with Laws.* Contractor's Public Services shall comply with all applicable laws and required governmental authorizations. This Contract shall be governed by the laws of the State of Michigan.

*Assignment.* Contractor shall not assign this Contract or any part thereof without the written consent of the Township. This Contract shall be binding on the parties, their successors, assigns and legal representatives.

*Changes.* Any changes to this Contract must be in writing and signed by the Township and the Contractor.

CHARTER TOWNSHIP OF HIGHLAND

\_\_\_\_\_  
Dated

By: \_\_\_\_\_  
Rick A. Hamill, Supervisor

CONTRACTOR

\_\_\_\_\_  
Dated

By: \_\_\_\_\_

## **8. Public Comment**

## 9. Adjourn