

BOT

Meeting

November 18, 2021

**AGENDA
REGULAR MEETING
CHARTER TOWNSHIP OF NORTHVILLE
BOARD OF TRUSTEES**

The Township Board of Trustees will be meeting in person. The public can attend in person or view the meeting online by visiting the Township's website at <https://twp.northville.mi.us/RemoteMeetings> . All Public Comment participation will be in person or by sending a letter to the Clerk's Office prior to the meeting for public comment; letters will be accepted via email (clerk@twp.northville.mi.us), in person at the Clerk's Office or by postal mail.

DATE: Thursday, November 18, 2021
TIME: 7:00 p.m.
PLACE: 44405 Six Mile Road

CALL TO ORDER:

ROLL CALL:	Mark Abbo, Supervisor	Scott Frush, Trustee
	Roger Lundberg, Clerk	Mindy Herrmann, Trustee
	Jason Rhines, Treasurer	Cynthia Jankowski, Trustee
		Christopher Roosen, Trustee

PLEDGE OF ALLEGIANCE:

1. Agendas:

- A.** Approve the Regular Agenda and the Consent Agenda items:
 - 1. Minutes – Board of Trustees – October 6, 14 & 21, 2021
 - 2. Minutes – Zoning Board of Appeals – August 18, 2021
 - 3. Minutes – Planning Commission – September 28 & October 5, 2021
 - 4. Minutes – Historic District Commission – September 23, 2021
 - 5. Northville Youth Network Report – November 2, 2021
 - 6. Financial Reports – October

2. Appointments, Presentations, Resolutions & Announcements:

- A.** Recognition of Township Boards and Commissions
- B.** Northville High School Girl's Golf Team Resolution
- C.** mParks Community Service Award Presentation
- D.** Public Safety Presentation – Police Officer & Firefighter of the Year
- E.** Public Safety – Hegira Health Presentation
- F.** EDC/BRA – Mark Knoth
- G.** Beautification Commission – Kathryn Kempf
- H.** Landfill Working Committee Report

3. Public Hearing:

- A.** None

4. Brief Public Comments: (Anyone wishing to comment on an agenda item, or any other matter, may do so at this time. Citizen Comments are requested to be limited to two minutes.)

5. **New Business:**
 - A. Public Services – Mill Ridge PUD Amendment #5
 - B. Public Services – Fire Station Tile Flooring Replacement
 - C. Public Safety – Fire- Ambulance Billing Service Agreement
 - D. Finance – Adoption of Procurement Policy
 - E. Finance – Budget Amendment 2021-5
 - F. Public Safety – Police – Vehicle Disposal
 - G. Public Safety – Police – Embedded Behavioral Health Clinician
 - H. Public Safety – Police – Vehicle Donation
 - I. Parks & Recreation – MGCP Pathway Extension
 - J. Information Technology – Digital Voice Logger System Upgrade
6. **Unfinished Business:** None
7. **Ordinances:** None
8. **Check Registry:**
 - A. In the amount of \$ 2,982,794.30 for the period of October 2, 2021 to November 5, 2021.
9. **Board Communication & Reports:**
 - A. Mark Abbo
 - B. Roger Lundberg
 - C. Jason Rhines
 - D. Scott Frush
 - E. Mindy Herrmann
 - F. Cynthia Jankowski
 - G. Christopher Roosen
 - H. Todd Mutchler
10. **Any other business for the Board of Trustees:**
11. **ADJOURN:**

Respectfully submitted:
Roger Lundberg, Clerk

This notice is posted in compliance with PA267 of 1976 as amended (Open Meetings Act), MCLA 41.72a (2) (3) and the Americans with Disabilities Act. Individuals with disabilities requiring auxiliary aids or services should contact the Charter Township of Northville Board of Trustees by calling: 248-348-8898 or E-mail address clerk@twp.northville.mi.us at least two working days in advance of the meeting.

Consent Agenda

**MINUTES
SPECIAL MEETING
CHARTER TOWNSHIP OF NORTHVILLE
BOARD OF TRUSTEES**

DATE: Thursday, October 6, 2021
TIME: 7:00 p.m.
PLACE: 44405 Six Mile Road

CALL TO ORDER: Supervisor Abbo called the meeting to order at 7:00 p.m.

PRESENT: Mark Abbo, Supervisor
Roger Lundberg, Clerk
Jason Rhines, Treasurer
Scott Frush, Trustee
Mindy Herrmann, Trustee
Cynthia Jankowski, Trustee
Christopher Roosen, Trustee

PLEDGE OF ALLEGIANCE:

1. Bond Resolution

Motion by Clerk Lundberg to approve the resolution pledging limited tax full faith and credit in support of Charter Township of Northville Brownfield Redevelopment Authority Tax increment Bonds, Series 2021, second by Treasurer Rhines.

VOTE: AYES: Abbo, Lundberg, Rhines, Frush, Herrmann, Jankowski, Roosen
NAYS: None

Motion Approved

2. Brief Public Comments:

- Letter from Millie Shepherd, 15473 Fry St, regarding the October 5th Planning Commission meeting.

3. ADJOURN: Meeting adjourned at 8:15 p.m.

Respectfully submitted:

Roger Lundberg, Clerk

Approved:

**MINUTES
SPECIAL MEETING
CHARTER TOWNSHIP OF NORTHVILLE
BOARD OF TRUSTEES**

DATE: Thursday, October 14, 2021
TIME: 6:00 p.m.
PLACE: 44405 Six Mile Road

CALL TO ORDER: Supervisor Abbo called the meeting to order at 6:07 p.m.

ROLL CALL: Mark Abbo, Supervisor
Roger Lundberg, Clerk
Jason Rhines, Treasurer
Scott Frush, Trustee
Mindy Herrmann, Trustee
Cynthia Jankowski, Trustee
Christopher Roosen, Trustee

PLEDGE OF ALLEGIANCE:

1. Budget Public Hearing

Motion by Clerk Lundberg to open and conduct the public hearing at 6:13 p.m, second by Trustee Jankowski.

VOTE: AYES: Abbo, Lundberg, Rhines, Frush, Herrmann, Jankowski, Roosen
NAYS: None

Motion Approved

The Northville Township staff presented the proposed budget and financial plan for 2022 to the Board.

- Gabriella and Drew Duhn, 46709 Merion Circle, addressed the Board regarding the need for a skate park in Northville Township.

Motion by Treasurer Rhines to close the public hearing at 9:40 p.m., second by Clerk Lundberg.

VOTE: AYES: Abbo, Lundberg, Rhines, Frush, Herrmann, Jankowski, Roosen
NAYS: None

Motion Approved

2. Tenneco

- No representative for Tenneco was present for the hearing.

3. Brief Public Comments:

- Linda Malec, 20557 Wintergreen Circle, addressed the Board regarding her concerns on the special use condition for a maintenance facility at Meadowbrook Country Club and the close proximity to the residential area.

- Ed and Shari Worth, 44645 aspen Ridge Drive, sent a letter to the Board regarding their concerns about a potential skate park being built at Millennium Park and the noise disturbance for the surrounding residents.

4. **ADJOURN:** Meeting adjourned at 9:49 p.m.

Respectfully submitted:

Roger Lundberg, Clerk
Approved:

DRAFT

**MINUTES
REGULAR MEETING
CHARTER TOWNSHIP OF NORTHVILLE
BOARD OF TRUSTEES**

DATE: Thursday, October 21, 2021
TIME: 7:00 p.m.
PLACE: 44405 Six Mile Road

CALL TO ORDER: Supervisor Abbo called the meeting to order at 7:00 p.m.

PRESENT: Mark Abbo, Supervisor
Roger Lundberg, Clerk
Jason Rhines, Treasurer
Scott Frush, Trustee
Mindy Herrmann, Trustee
Cynthia Jankowski, Trustee
Christopher Roosen, Trustee

PLEDGE OF ALLEGIANCE:

1. Agendas:

A. Regular Agenda and the Consent Agenda items

Motion by Treasurer Rhines to approve the regular agenda, removing item 5.D. Mill Ridge, and approve the items listed under the consent agenda, second by Trustee Herrmann.

VOTE: AYES: Abbo, Lundberg, Rhines, Frush, Herrmann, Jankowski, Roosen
NAYS: None

Motion Approved

Senator Polehanki, Representative Koleszar and Commissioner Marecki all updated the Board and residents on the 2022 Michigan budget and the impacts it will have on Northville Township and surrounding communities.

2. Appointments, Presentations, Resolutions & Announcements:

A. Vivian Zhong – Miss Michigan Resolution

Motion by Trustee Herrmann to approve Resolution 2021-116, honoring Miss Vivian Zhong – Miss Michigan 2021, second by Clerk Lundberg.

VOTE: AYES: Abbo, Lundberg, Rhines, Frush, Herrmann, Jankowski, Roosen
NAYS: None

Motion Approved

B. Landfill Working Committee Report – Presented by Leslie Evans

3. Public Hearing:

A. 2022 Budget Public Hearing

Motion by Clerk Lundberg to open and conduct the Budget Public Hearing, second by Trustee Herrmann.

VOTE: AYES: Abbo, Lundberg, Rhines, Frush, Herrmann, Jankowski, Roosen
NAYS: None

Motion Approved

Public Hearing Opened at 7:25 p.m. and closed at 7:26 p.m. with no public comments.

Motion by Trustee Jankowski to close the Budget Public Hearing, second by Trustee Herrmann.

VOTE: AYES: Abbo, Lundberg, Rhines, Frush, Herrmann, Jankowski, Roosen
NAYS: None

Motion Approved

4. Brief Public Comments:

- Ashley Peper, 19450 Smock, spoke about her concerns regarding the Cantoro PUD and the current parking issues at that site.
- Mary Lou Posa, 20560 Wintergreen Circle, expressed her disappointment in the Planning Commission for approving the Meadowbrook Special Land Use permit.
- A Meads Mill Middle School student voiced her concerns about the transportation issue and the traffic backup at her school.
- A Northville High School Senior requested a modification to the Public Safety ordinance to allow fireworks to be used to celebrate holidays from all cultures, religions and backgrounds.

5. New Business:

A. Finance – 2021 Millage Rates

Motion by Treasurer Rhines to approve Resolution 2021-118 to set the 2021 Millage Rates, second by Clerk Lundberg.

VOTE: AYES: Abbo, Lundberg, Rhines, Frush, Herrmann, Jankowski, Roosen
NAYS: None

Motion Approved

B. Finance – 2022 Budget

Motion by Trustee Frush to approve Resolution 2021-119 to adopt the 2022 Budget with an amendment to add an additional \$4,000 to the Historic District's budget, second by Treasurer Rhines.

VOTE: AYES: Abbo, Lundberg, Rhines, Frush, Herrmann, Jankowski, Roosen
NAYS: None

Motion Approved

C. Public Services – Cantoro PUD Amendment #1

Motion by Clerk Lundberg to remand the PUD back to the Planning Commission for reconsideration with giving consideration for designating area that is already consumed by shopping center/ restaurant and give more respect for our ordinances, second by Trustee Jankowski.

VOTE: AYES: Abbo, Lundberg, Rhines, Jankowski, Roosen
NAYS: Frush, Herrmann

Motion Approved

~~**D. Public Services – Mill Ridge PUD Amendment #5**~~ – Removed

E. Public Services – Fleis & Vandenbrink Proposal

Motion by Trustee Herrmann to approve the proposal from Fleis and Vanderbrink for the hazardous material survey and demolition specifications at Legacy Park for an amount not-to-exceed \$246,550 as recommended by the Legacy Park Committee, second by Clerk Lundberg.

VOTE: AYES: Abbo, Lundberg, Rhines, Frush, Herrmann, Jankowski, Roosen
NAYS: None

Motion Approved

F. Public Services – Fire Department Parking Lot Replacement

Motion by Trustee Herrmann to award \$24,740 to Nagle Paving, for the Fire Headquarters Paving Project from budgeted funds, second by Treasurer Rhines.

VOTE: AYES: Abbo, Lundberg, Rhines, Frush, Herrmann, Jankowski, Roosen
NAYS: None

Motion Approved

G. Public Services – Temporary Sign Request – Scouting For Food

Motion by Clerk Lundberg to authorize temporary signs, as permitted under section 145-5(B), for the purpose of promoting the Scouting For Food Drive November 6-13, with the condition that the signs not be placed within the public right-of-way and the signs are removed three days after the event, second by Trustee Herrmann.

VOTE: AYES: Abbo, Lundberg, Rhines, Frush, Herrmann, Jankowski, Roosen
NAYS: None

Motion Approved

H. Marv Gans Community Park Pathway Project Bid

Motion by Trustee Herrmann to award the bid for the Pathway Project at MGCP to JSS Macomb in the amount of \$102,626.25 for the pathway as proposed, and to complete the pathway loop in the same construction iteration provided that it can be completed at the same time and at a price point approved by the Township Board after the revised quote is presented by JSS Macomb, second by Treasurer Rhines.

VOTE: **AYES:** Abbo, Rhines, Frush, Herrmann, Jankowski, Roosen
 NAYS: Lundberg

Motion Approved

I. Supervisor – Community Room Renaming

Motion by Trustee Herrmann to approve the renaming of the Community Room to the Assembly Room and update signage and references to the room, in sync with the launch of the new website in November, second by Treasurer Rhines.

VOTE: **AYES:** Abbo, Lundberg, Rhines, Frush, Herrmann, Jankowski, Roosen
 NAYS: None

Motion Approved

J. CWW Annual Dues

Motion by Clerk Lundberg to approve the Conference of Western Wayne Annual Dues in the amount of \$5,736, second by Treasurer Rhines.

VOTE: **AYES:** Abbo, Lundberg, Rhines, Frush, Herrmann, Jankowski, Roosen
 NAYS: None

Motion Approved

K. Tenneco EFT Rescission

Motion by Clerk Lundberg to revoke Industrial Facilities Exemption Certificate number 2018-088 for Tenneco Automotive Operating Company, Inc. for Real Property \$20,800,000 and Personal Property \$2,800,000 property located at 15701 Technology Drive, Charter Township of Northville, County of Wayne, Michigan, second by Trustee Frush.

VOTE: **AYES:** Abbo, Lundberg, Rhines, Frush, Herrmann, Jankowski, Roosen
 NAYS: None

Motion Approved

6. Unfinished Business: None

7. Ordinances: None

8. Check Registry:

A. In the amount of \$ 3,362,523.53 for the period of September 4, 2021 to October 1, 2021.

Motion by Treasurer Rhines to approve the check registry in the amount of \$3,362,523.53 for the period of September 4, 2021 to October 1, 2021, second by Clerk Lundberg.

VOTE: AYES: Abbo, Lundberg, Rhines, Frush, Herrmann, Jankowski, Roosen
NAYS: None

Motion Approved

9. Board Communication & Reports:

A. Mark Abbo – reported that he attended the Hillside Ribbon Cutting. He also announced the November 8th Town Hall regarding the Beck Road widening project and the November 18th Commission & Board Appreciation Event that will take place during the regular scheduled Board of Trustees meeting. The Board of Trustees will hold another vision study session in February with a to-be-determined date. Finally, kudos to Senator Polehanki and Representative Koleszar for getting the township funding from the 2022 budget for MITC and thank you to Shannon Price, Capital Relations for their lobbyist help.

B. Roger Lundberg – reported that the township had a successful Shred It Event in September with special thanks to the Public Safety and Water & Service departments for their help. He also stated that the first Homeowner Association Forum will be held at Township Hall in the lower level training room on November 1st at 7 p.m. Finally, he reported that the township's FOIA requests continue to rise with the requests getting more complex.

C. Jason Rhines – reported that Director Hillman is coming up on her one year anniversary with the township. He thanked her for all the work she has done thus far.

D. Scott Frush – thanked the Board for approving the extra budget funds for the Historic District Commission; the monies will be well utilized. He also reported that the Skate Park fundraiser raised approximately \$33,000 towards their goal.

E. Mindy Herrmann – reported that the Planning Commission met last month and approved the Hampton Inn improvement project, a new Dairy Queen and the Meadowbrook project. The Parks & Recreation Commission met with the soccer representatives to discuss the potential of an indoor facility, but the numbers seem to be too much. Finally, the Pathway Committee will be coming to the Board of Trustees soon with a plan to improve all six sectors considering the best impact and safety for the community.

F. Cynthia Jankowski – reported that the Northville Youth network posted their job notice for a split personal position to help police officers with social and emotional support for our residents. Also, the senior event took place today and was a great success with much needed support for your residents.

G. Christopher Roosen – reported that the Zoning Board of Appeals met and were able to approve the Gerald Avenue landscaping businesses request and approved the Ward Church Senior Facility item with a one year stipulation.

H. Todd Mutchler – reported that the new planter and benches are in the process of being installed our front of township hall. He also stated that the Public Safety Headquarters sub-committee will be bringing a recommendation to the Board of Trustees

at their December meeting. Finally, he congratulated Chief Siegel for being elected the new Western Wayne Mutual Aid secretary.

10. Any other business for the Board of Trustees: None

11. ADJOURN: Meeting adjourned at 9:19 p.m.

Respectfully submitted:

Roger Lundberg, Clerk

Approved:

DRAFT

**CHARTER TOWNSHIP OF NORTHVILLE
Zoning Board of Appeals
August 18, 2021**

DATE: August 18, 2021
TIME: 7:00 pm
PLACE: Northville Township Hall
44405 Six Mile Road

APPROVED: October 20, 2021

CALL TO ORDER: 7:01 P.M.

ROLL CALL:

Present: Brian Doren, Eric Lark, Joseph LoPiccolo, Christopher Roosen, Paul Slatin, Paul Smith

Excused: Gary Sixt

Staff: Jennifer Frey, Township Planner

Township Planner Frey confirmed that all property owners within 300 feet of tonight's petition had been notified.

Approval of Minutes:

Zoning Board of Appeals – July 21, 2021

MOTION by LoPiccolo, support by Doren, to approve the minutes from the Zoning Board of Appeals meeting of July 21, 2021.

Voice Vote: Ayes: All
Nays: None

Motion approved unanimously.

Chair Slatin made standard introductory remarks explaining the role of the ZBA and the formal procedures of the meeting. He noted that for a use variance, five affirmative votes would be required to pass a motion.

Petitions:

1. PZON21-0008 **Tonie M. Franzese, PC**
Property Owner: **Jyothi and Krishna Chandrasekharuni**
Business Name: **Little Hearts Learning Center**
Location: 18831 Beck Road, Northville, MI 48168
Request: A variance request to Chapter 170, Article 41.4 (D), Use Variance, to allow a Professional Office use to be located on the parcel which is zoned R-2 (Single Family Residential).

Township Planner Frey passed out supplemental information to the Board that was provided by the petitioner for the presentation.

Ms. Franzese requested procedural information regarding a vote with a board member being absent and wondered if they could withdraw their petition and defer it until the next meeting in order to have the full Board present.

Township Planner Frey confirmed that the number of affirmative votes needed did not change because a board member was absent. The petitioners could withdraw their petition and move it to the next available meeting. The petition would have to be re-noticed to the public.

After conferring with the property owners, Ms. Franzese requested to defer or withdraw their petition and indicated that they would refile the petition.

Township Planner Frey cautioned the petitioner that absences do occur. There would be an additional fee for the notification.

Ms. Franzese appreciated the information and recognized that the additional vote might not change anything one way or another, however she felt that it was incumbent to recognize on her client's behalf that it might make a difference to their petition.

Member Roosen recognized the residents in the audience. He noted that the Board had received some letters from neighbors and encouraged the residents to send their thoughts in writing so that they would be available for the next meeting.

Ms. Franzese apologized to the residents for the postponement of the petition and provided her contact information if any of them had questions regarding the petition. She asked if she could view the letters that had been sent to the Board.

Township Planner Frey explained that Ms. Franzese could receive that information through a FOIA request.

There was a brief discussion on procedure. No vote was required by the Board because the petitioner requested the withdrawal of the petition. Township Planner Frey offered residents a chance to ask any procedural questions, although a public hearing on the petition would not occur until the petition was brought to the Board again.

Gayle Beger, 47415 Blue Heron Court asked if the public was allowed to see the petition before the next meeting.

Township Planner Frey stated that she would need to go through the FOIA process to request a copy of the petition through the Clerk's office. Someone from their group had requested that today and picked it up.

Chair Slatin recommended that the condo association place the request and then distribute it to the residents in their association.

Township Planner Frey said that a single request would be appreciated but that the Township would honor additional requests.

Linda Malec, 20557 Wintergreen Circle, was not a neighbor but wondered why this proposal was a zoning variance request and not a special land use request. What was the distinction between the two types of requests? She was involved in another proposal where it was a special land use and it was going to the Planning Commission.

Township Planner Frey explained the difference between a use variance and a special land use. The zoning ordinance contained a provision for a use variance that might be granted by the ZBA when an applicant proposed a use that was not listed as either a permitted use or as a special land use in the district in which the property was located. In this instance the property is zoned residential. Office use is not listed as a special land use in the residential zoning district so the applicant is asking for a use variance which is a variance to allow the office use in the residential zoning district. It is distinguished between the special land use which allows certain uses in certain zoning districts with a different procedure and different criteria.

Township Planner Frey noted that the deadline had passed to provide proper notice for the September meeting, which had been canceled due to lack of petitions. The earliest this petition could be seen again by the ZBA would be October.

Other Business None

Department Reports

Eric Lark, Planning Commission

- July Planning Commission Summary
- Township Planner Frey provided an update that the special land use request heard at the July PC meeting had not been properly noticed and would be on the September PC meeting agenda so that the proper process could be followed.

Christopher Roosen, Board of Trustees

- BOT Meeting August 19
- Thomas Stroup nominated to fill vacancy from Member Sixt on the ZBA Board.
- Updates on Public Safety Subcommittee, meeting with conservancy initiative regarding trash and landfill.

Jennifer Frey, Township Planner

- No ZBA Meeting in September
- Thomas Stroup would be joining the ZBA in October.

Public Comments and Questions

None

Adjournment:

MOTION by LoPiccolo, support by Roosen, to adjourn the July 21, 2021 Zoning Board of Appeals meeting at 7:21 P.M.

Voice Vote: Ayes: All
 Nays: None

Motion approved unanimously.

**CHARTER TOWNSHIP OF NORTHVILLE
PLANNING COMMISSION
September 28, 2021**

DATE: September 28, 2021
TIME: 7:00 PM
PLACE: Township Hall

APPROVED: October 26, 2021

CALL TO ORDER: The meeting was called to order by Chair Zawodny at 7:04pm.

ROLL CALL:

Present: Mindy Herrmann
Edward McCall
Jane Watson
Matthew Wilk
Gary Yang
Tim Zawodny

Excused: Eric Lark

Staff: Jennifer Frey, Township Planner
Robert Belair, Director of Public Services
Ernest J. Essad, Jr., Township Attorney

APPROVAL OF MINUTES: Planning Commission – August 31, 2021

MOTION by Wilk, support by Herrmann, to approve the August 31, 2021 Planning Commission meeting minutes as presented.

Motion approved unanimously.

CORRESPONDENCE:

New Business Item 1:

- Photographs of Hampton Inn distributed via email by Township Planner Frey

Old Business Item 1:

- 9/28/2021 Cindy Rhodes Victor, Kus & Ryan Associates, attorney for Wintergreen homeowners, in opposition
- Letter received 9/27/2021, Linda M. and Ronald C. Malec, 20557 Wintergreen Circle, in opposition
- 9/28/2021 letter from Tanya Pado (Beresford), 20631 Wintergreen Circle, in opposition
- 9/22/21 letter from Jen Carpen, Director of Vocational Services, Living Learning Enrichment Center, in support of Meadowbrook Country Club in general
- 9/24/2021 Rachelle Vartanian, CEO, Living Learning Enrichment Center, in support of Meadowbrook Country Club in general

- 9/15/2021 email from Nick Schultz to Robert Gundi, indicating Meadowbrook Country Club's support of Living Learning Enrichment Center
- 9/13/2021 letter from Richard and Jana Feters, 41517 Woodridge Ct., Meadowbrook Country Club member, in support
- 9/21/2021 letter from Douglas Arenberg M.D. and Karen L. Chapel, M.D., 18040 Cascade Dr., Meadowbrook Country Club member, in support
- 9/28/2021 email from Sean M. Smith, 46374 Pinehurst Drive, Meadowbrook County Club member, in support

BRIEF PUBLIC COMMENTS:

None.

NEW BUSINESS:

- | | |
|------------------------|--|
| 1. PSKPA21-0001 | Sketch Plan Review – Amendment – Hampton Inn |
| Representative: | Mike Kassabri |
| Owner: | Malik Abdulnoor |
| Location: | 20600 Haggerty Rd. |
| Request: | To renovate hotel exterior |
| Action: | Approve, Approve with Conditions, Postpone, Deny |

Referencing her September 20, 2021 written comments, Township Planner Frey gave the background and review for this request for Sketch Plan Approval to amend the site plan for the Hampton Inn, located at 20600 Haggerty Road (southeast corner of 8 Mile and Haggerty), in order to renovate the hotel exterior.

The building exterior is currently an off white EIFS with a brown mansard metal roof. The proposed modifications include:

1. Redesign the entrance canopy to have a flat roof.
2. Add a brick veneer along the base of the building.
3. Replace the off white EIFS with five colors of EIFS.
4. Add "wood look" panel accent at the front entry way for each elevation.

The items identified in the planning review letter are summarized below:

In general:

- All conditions must be completed prior to the Township accepting building plan submittal.
- Signage shall be removed from the elevations, as they are a separate application to the Building Department.
- Four wall signs are shown on the elevations; one wall sign is permitted. The Planning Commission may approve a 2nd sign if the building is visible from I-275 or the building is oriented such that more than one side of the building is visible from the road and provided the sign area for each sign complies with the sign ordinance. A separate application to the Planning Commission is required for a 2nd sign request.

Building elevations:

- If an existing building does not comply with current building material standards, any alteration shall be brought into greater compliance with current requirements, as determined by the Planning Commission.
- The applicant has indicated the type of construction limits the ability to add more brick or masonry.
- Full dimensional brick is required, brick veneer is proposed.
- EIFS is not permitted for new construction. This existing building is entirely single-color EIFS. Different earth toned EIFS is proposed to help provide variety and break up the look of each elevation.
- The ordinance requires building entrances be emphasized and enhanced. Some, but not all, of the secondary entrances are surrounded by the wood look panel material.
- The applicant shall verify that all rooftop equipment will be screened by a parapet. The color and materials of the parapet shall be identified and complement the proposed color scheme.
- A note shall be added to the plan indicating rooftop equipment will not be visible.

Landscape. The landscape on the site contains a lot of dead and damaged plant material, is tired looking, and is not well maintained. The follow items shall be addressed:

1. Remove weeds at entrance sign on north side of driveway and replace with shrubs or ornamental grasses.
2. Incorporate plant material that has seasonal color/interest.
3. Remove all dead and damaged plant material and replace.
4. Replace shrubs that have been removed but not replaced (along building foundation, within planting beds at front and back building entrances).
5. Prune shrubs overhanging sidewalk connection from hotel to commercial area to the south.
6. Replenish mulch within planting beds.
7. Remove guy wire from trees that appear to have been added some time ago.
8. Provide an updated landscape plan that meets the minimum ordinance requirements.

Township Planner Frey completed her review, and Chair Zawodny invited the applicant to make his presentation.

Keith Phillips, The Think Shop Architects, 1420 Washington Blvd., Suite 430, Detroit, was present on behalf of this application. Mr. Phillips made the following points:

- Malik Abdulnoor purchased the building in February 2020, and is currently renovating the building to bring it up to Hampton Inn Standards; this is required by Hampton Inn every 30 years.
- The brick at the base of the building will add human scale to the project, as well as adding the masonry product and a synthetic wood type of material to the entries.
- They were also proposing to add accent lighting and improve the landscape; a landscape plan will be provided.
- The building does not have a foundation that supports a full brick unit. They would prefer to use the brick veneer material but will do what they can to apply full brick if required.

- Rooftop units will be screened with a material that is consistent with the rest of the building.
- The building already has an entirely EIFS exterior. The new design will include a 12% increase in masonry surface.

In response to questions from the Commission, Mr. Phillips gave the following information:

- The building will remain a Hilton/Hampton franchise, and the color scheme will conform to franchise standards.
- The wood-look exterior product is a high quality cementitious product.
- Scope of the property improvement plan (PIP) involves finishes, fixtures, etc. He was uncertain as to the PIP's dollar amount. An average PIP amount for this type of work is \$4M - \$5M.
- The old neon signs would be replaced. A photometric plan will be provided to show brightness of new signs as well as lights on site. The new signage will be backlit per current Hampton standards, and size and lighting will be reviewed during the sign permit and review process.
- The EIFS siding will be new.
- The building profile will be updated generally with a cleaner, more modern look.
- The top cornice band will create a type of parapet, 18" in some areas, and 24" in others.
- Work will begin as soon as approvals are granted, and the work is anticipated to be completed in 4-5 months.
- The current Mansard roof is just a parapet wall. The roof was already flat behind this decorative Mansard roof element.
- A material sample board with materials and colors was provided to the Commission.

It came out in conversation that the blue EIFS on the sample board appeared as a deep gray on the renderings. In the past, the Board had discouraged blue as a major exterior color in the Township, although it could be used as an accent color. In this instance, a large portion of the north elevation used the blue EIFS.

Mr. Phillips explained that the blue color was a corporate Hampton color and needed to be used. However, Hampton did not require a certain percentage of the building to be blue, and its use could be reduced.

The Commission discussed the color in terms of this Hampton Inn location at the northwest corner of the Township, at the corner of 8 Mile and Haggerty Roads, along I-275. The area was heavily vegetated, and the building was set back from both road frontages. Given the commercial nature of the area, and the other geographical conditions of the location, the splash of blue color would not be out of character, and the consensus of the Commission was to allow it as shown.

Township Planner Frey said that she believed this project would represent a significant improvement to the building. Regarding the EIFS, the applicant was using different colors and shades to accentuate different parts of the building, making the best use of EIFS as possible.

Township Planner Frey noted that the items called out in the September 9, 2021 review letter from Stantec regarding lighting compliance will need to be resolved and resubmitted for administrative review.

Mr. Phillips explained that the purpose of the uplighting shown on the plan is to light the underside of the canopy, and would not top-light the building itself.

MOTION by Wilk, support by McCall, in the matter of PSKPA21-0001, Hampton Inn, 20600 Haggerty Road, submitted by Malik Abdulnoor, owner, the Planning Commission approve the Sketch Plan - Amendment to the building exterior, as presented, with the following conditions:

- All items called out in the September 20, 2021 Township Planner's memorandum be resolved and approved administratively.
- All items called out in the September 9, 2021 Stantec lighting analysis be resolved and approved administratively.

Motion carried unanimously by voice vote.

Roll call vote: Ayes: Herrmann, McCall, Watson, Wilk, Yang, Zawodny

Nays: None

Motion approved 6-0.

Chair Zawodny called a brief break at 7:37pm, and recalled the meeting at 7:47pm.

Old Business:

2. PSLU-21-0001

Special Land Use – Meadowbrook Country Club

Representative:	Michael Rossen, General Manager
Owner:	Meadowbrook Country Club
Location:	40941 Eight Mile Rd.
Request:	To construct a new maintenance facility at the west edge of the property
Action:	Approve, Approve with Conditions, Postpone, Deny

Referencing her September 10, 2021 written comments, Township Planner Frey gave the background and review for this request for Special Land Use to construct a new maintenance facility at the west edge of the property at Meadowbrook Country Club, 40941 Eight Mile Road.

This request had been heard at the June 29, 2021 Planning Commission meeting, when the Commission postponed action in order to give the applicants time to review commentary from the public and the Commission regarding the request, and in order for the Commission and applicant to receive and review records from the previous request for a new maintenance facility.

Since the June 29 meeting, primary modifications from the previous submittal included:

1. The building has been shifted 19' to the east.
2. The parking spaces have been relocated from the west side of site to the north side, along 8 Mile Road.
3. On the west side of the site, the pavement setback from the Wintergreen Circle road easement has increased from 30' to 75.6', and the building setback has increased from 100' to 119'.
4. On the south side of the site, the pavement setback has increased from 50'–65' to 71.5'–97' and the building setback has increased from approximately 100'–132' to 108'–132'.
5. A 7'-9' tall berm has been added on the west side of the site (Wintergreen Circle).
6. A 5'-6' tall berm is provided on the south side of the site.
7. The height of the building has been decreased from 36' to 20'.
8. The outdoor pole mounted lights are limited to the site entrance at 8 Mile and near the parking on the north side of the site.
9. The cart wash bays and fuel facility have been moved to the east side of the site.

Township Planner Frey noted that the review letter included the criteria for special land use applications had been discussed at the June meeting.

With a special land use, the Planning Commission has the ability to add conditions that the Commission might feel necessary to satisfy any of the special land use criteria.

The September 21 memorandum from the Fire Department stated that the special land use was approved in concept, although there were a number of items that would need to be resolved and included during site plan review, including hazardous materials storage and placarding per NFPA standards, Fire Department Connection location shown on the plans and approved, full sprinklering of the building, identification of the Riser Room, hydrant added to the north side, fire lane signage added, and location of the fire alarm panel should coincide with the location of the riser and the direct exterior access.

Also, the Fire Department felt that they did not need full circulation around the building, eliminating the need for a driveway on the west side of the building, as long as there were T-turnaround on the east side of the site.

The September 9, 2021 letter from the lighting consultant, Stantec, called out some items that needed to be resolved to bring lighting into conformance with standards.

The September 20, 2021 letter from Traffic Engineer LaMourie, Progressive ae, stated that he did not see anything from a traffic/access/circulation standpoint that would preclude the project from continuing with the approval process.

Township Planner Frey concluded her review.

Chair Zawodny acknowledged a letter received today regarding process from Cindy Rhodes Victor, Kus & Ryan Associates, the attorney for the Wintergreen residents. Chair Zawodny asked Township Attorney Essad to comment.

Township Attorney Essad made the following points:

- The ordinance definition of golf course includes: *A public or private area consisting of fairways, greens and rough that may include a clubhouse and related accessory uses . . .* (170-44.1)
- The requested building met the definition of a permitted related accessory use to the golf course.
- Almost all country clubs are in residential areas, and country clubs have separate maintenance facilities.
- The Commission needs to review the request for special land use against the criteria for a special land use listed in the ordinance (170-30.4). Anything else cited in the opposition's letter appeared to be inapplicable.

Chair Zawodny invited the applicants to make their presentation.

Members of the development team present this evening included:

- Bryan Amann, PLLC, 1777 Stonebridge Way Court, Canton MI 48188
- Andy Wozniak, Engineer, Zeimet Wozniak & Associates, New Hudson, MI
- Todd Callaway, Meadowbrook Country Club Board Member, 45426 Calloway Court, Northville
- Mike Rossen, Meadowbrook General Manager
- Jared Milner, Meadowbrook Greens Superintendent

Utilizing the overhead screen, Mr. Amann showed the overall concept/master plan for this area of the golf course, including the proposed location of a new driving range, proposed parking and site access, and spoke to future renovations to the clubhouse itself.

Mr. Amann made the following points:

- The main issue seemed to be the compatibility of the building in relationship with its proposed location.
- The building will not increase maintenance operations, but will simply continue existing maintenance operations in a way that will mitigate impact.
- Currently, there was equipment stored, started, and operated outside. The new facility will keep the equipment inside until it leaves via the east/southeast side of the building, and travel away from the residential neighborhood.
- Previously the neighbors' concerns focused on the location and mass of the building, the location of employee parking, the location of fueling and other operations such as the cart wash, and the pathway used by the equipment.
- Those concerns were expressed in terms of what the neighbors could hear, see, or even possibly smell, as a result of the new facility. To address those concerns in good faith, significant changes were made to the plans, as follows:
 1. Paving on the west side of the proposed building has been shifted 43' to the east because most of the parking has moved to the north. The 75' between

Wintergreen Circle's east edge and any pavement for the facility allowed for significantly more setback and buffering, in terms of height and number of plantings, well in excess of the applicable requirements. Meadowbrook would also make every attempt to preserve existing monument trees on site.

2. The building has been shifted 8' and lowered in height by nearly half from 36' to 20'. The type of construction has changed to a much lower roof line. The new facility will have a lower high-point than the home that exists there now, and will start 60' east of the front of the residence currently on the property. The new building will look nothing like an industrial or commercial building in terms of mass or appearance.
 3. Instead of having light poles around the project, the only light pole will be at the 8 Mile Road entrance and adjacent parking lot, with any other lighting being attached to the building itself with a downward casting fixture that meets photometric requirements.
 4. The wash bays and fuel facility have been moved east of the current path used for equipment so they are internal to the property and farther away from any adjacent residential property. The fueling operation will be upgraded.
 5. Reconfiguring and shrinking the paving south of the facility, along with relocating the wash bays and fueling operation, allows for greater setback and buffering, in terms of height and number of plantings, well in excess of the applicable requirements.
- Operationally, early morning equipment will leave the east side of the building and utilize a dedicated pathway to depart east/southeast.
 - Compiled information regarding the Birmingham Country Club's new maintenance facility showed that homes in the neighborhood have increased in value more than those in the same neighborhood but further from the golf course and its facility.
 - Meadowbrook is already doing maintenance and has for years at the exact same level it will be for years to come, without any intention or need to intensify or increase the activity. There will be no new activity or intensity, only a new maintenance facility that will reduce any potential impact of those activities.
 - It is Meadowbrook's strong desire to have open and honest communication with its neighbors and the community, and will make every attempt to openly communicate with its neighbors.
 - Renderings of various sight lines show what the neighbors will see when the project is complete. Plantings are maximized on the west and south.
 - Meadowbrook felt this proposed revised plan met the criteria for a special land use as requested.

In response to questions from the Commission, the applicants gave the following additional information:

- The building will be served by a sanitary sewer. The note on the plans regarding a potential septic field is in error and will be removed.
- Stormwater detention is provided on site.
- Diesel tractor/trailers will arrive no earlier than 7 am and no later than 10pm. Deliveries will enter and exit off 8 Mile Road, and will be made on the east portion of the site. No deliveries will be made on the west or south side of the building.
- The circulation around the building met emergency vehicle circulation requirements.

- Meadowbrook's intention was to save as many trees as possible; this will be shown at site plan review.
- There was 28' of the building on the prior residential property.
- The geotextile fence shown on sheet CE-6 did not go across the pavement.
- Currently the proposed facility was designed to have a bay door on the west and to the southwest corner to serve the equipment tech area, with operable lifts to raise and lower equipment. The equipment tech can access every piece of equipment indoors. The equipment will be indoors, doors down, until operating hours. The bay door on the west could potentially be open while staff was working on a particular piece of equipment.
- Typical tee times start at 7:30am. Maintenance vehicles headed out to the course between 5:30am – 6:00am.

In response to a suggestion from Commissioner Yang, and after consultation with the development team, Mr. Amann said that a revised plan will be submitted showing the early morning maintenance crew being directed northeast, exiting onto 8 Mile Road and re-entering the grounds at some point to the east.

In response to further questions from the Commission, Township Planner Frey gave the following information:

- If the subject property had not been sold to Meadowbrook, but instead remained residential, a homeowner could remove trees on the lot as a matter of right with no requirement to replace them.
- Permitted uses and special land uses in a single family zoning district included home occupations, home child care, state licensed residential facilities, neighborhood pools, bed and breakfasts, commercial stables, day care center, private kennels, farm stands, veterinary hospitals, schools, cemeteries and religious institutions.
- Based on dimensional standards in the ordinance, potentially a 14,000 square foot single family home could be constructed on this property; a 2-story home could double that.
- In Northville Township, country clubs are only permitted in R1 to R4 zoning districts.
- If tonight's approval was for an open area without a building or a driveway, the treatment of the area can come during site plan review.

Commissioner comments:

Commissioner Herrmann said she had visited Wintergreen Circle, and emphasized the importance of respecting people's homes. She suggested the possibility of approving the special land use, along with a basic footprint for the facility, without approving the landscape plan or the location or style of the building itself. It was important to get the residents' input regarding what they would like to see – would they like to see a berm with plantings, or would they rather have a "long view" through the property? If the latter, what changes would need to be made to the building and the property to beautify the site without a berm? Could the facility be designed to be an amenity, such as the Sierra, Nevada maintenance facility?

Commissioner Herrmann strongly supported eliminating the pavement and bay doors on the west side of the facility, with approval from the Fire Department. Among other things, this change would provide a greater chance of saving the walnut tree to the west.

Commissioner Herrmann emphasized the importance of only approving the footprint, but nothing else, until the residents were able to sit down with Country Club representatives and work out what they would prefer as a buffer.

Mr. Amann said they would be happy to work with the neighbors in terms of what they would like to see – a green wall in the form of berm with landscaping, or a flatter appearance looking into the site.

Commissioner Wilk pointed out that at the June meeting, the Commission had asked Country Club representatives to sit down with the impacted neighbors to see if a consensual resolution could be achieved. However, it appeared that meeting had not happened, which was disappointing. A consensual resolution was always preferred.

Mr. Amann said that they had originally reached out to the neighbors, and had met with two of them. Most recently they had reached out to the residents' attorney to set up a meeting.

There appeared to be consensus on the Commission to support a meeting between the parties, in order to give the impacted neighbors the opportunity to give input as to what type of landscaping they would prefer.

Chair Zawodny said that he had spent time on Wintergreen doing sound readings, including between 5:30am–6:30am., thinking about the character and quality of life on that street. At that time in the morning, the street was peaceful, quiet, and secluded. The Planning Commission's charge for evaluating a special land use was to act on behalf of the community as a whole, the homeowners and the Club.

While Chair Zawodny appreciated the modifications made to the proposed facility since the June meeting, he pointed out that he was on the Commission the first time Meadowbrook brought in an application to construct a maintenance facility. At that time, the facility was 128' further to the east, in order to be 100 feet from the property line of the property that had since been purchased. Why couldn't the facility be constructed at the previously approved location?

Meadowbrook Country Club was an asset to the community, and Chair Zawodny supported the Club and its members. However, the club's growth and activities should not be achieved at the detriment of the residents on Wintergreen.

Chair Zawodny suggested that photos of what exists today should be shown side by side with any renderings provided by the applicant. It was important to come up with a consensual approach and decision, as had already been mentioned, and significant issues should be addressed now, not later. Significant issues included:

- Preserve the established trees, even if that means modifying the building design and/or location
- The character of the street should be maintained.
- The Township Planner's report mentioned potentially shifting the building to the east. This is an opportunity that could be considered, and would be a compromise between where the building was proposed a number of years ago, and where it was proposed in June. Moving the building to the east would allow for a more pastoral landscape design. Was there a way to shift all of the improvements to the east, further from the residential neighbors?

Commissioner Wilk also referenced the Township Planner's letter, Page 2, sub. 3, 2nd paragraph:

If the amount of new parking near the driving range is reduced, it could allow the maintenance facility to shift further to the east. Shifting the proposed maintenance facility 80' east would align the edge of the pavement with the rear property line of the neighbor to the south, allow the driveway to 8 Mile to remain in the same location and provide additional setback from the Wintergreen neighborhood.

After further discussion, Mr. Amann said that the development team agreed to:

- Eliminate all the pavement on the west side, pending Fire Marshall approval.
- Shift the building approximately 28' to the east, so that no part of the building itself would be on the residential lot.

The Commission noted that this plan would give the flexibility for the "long view" through the property or the "short" view to a large green wall including a berm, depending on what the neighbors wanted. This alternative would also give the applicants the ability to save the tree line and potentially many of the old growth trees, depending on what was worked out with the residents.

Chair Zawodny called a short break at 9:37pm, and reconvened the meeting at 9:42pm.

Chair Zawodny opened the meeting for public comment.

Several members of Meadowbrook Country Club spoke in support of this special land use request, and in support of the Club generally. They gave their histories with the Club and spoke of appreciation for its community involvement and support for charitable groups. Several also spoke of their desire to work things out with their neighbors, while providing a badly needed new maintenance facility for the Club.

All speakers are listed below; only unique comments are included:

- Elaine Bannon, 18322 Shelley Pond Drive
- Joe Vig, 39771 Golf View Drive, had brought the 2014 maintenance facility project to the Planning Commission on behalf of Meadowbrook. He noted that the Club was working to beautify their 3,000 foot frontage on 8 Mile.
- Leonard Damico, 47016 Merion Circle
- Charlie Hurches, 41509 Woodridge Ct., noted that he also lived close to the location of the proposed facility and supported its construction there.

- Jeff Zanetti, 40301 Fairway III Rd.
- Dave Spindler, 15699 Crystal Downs E.
- Jim Dales, 19848 Pierson Drive
- Sandy Stojkovski, 15959 Augusta Court, Meadowbrook Board Member, asked that the Commission support the Club's master plan for future development.
- Sue Woodsum, 19880 Pierson Drive, said that while she sometimes saw the maintenance equipment early in the morning from her home on the golf course, she did not hear it.
- Dave Woodsum, 19880 Pierson Drive, spoke regarding the great relationship people who lived on the golf course had with club staff.
- Mickey Tschirhart, 109 Hampton Court, City of Northville, Meadowbrook Board Member, said that Meadowbrook was a good neighbor who looked out for everyone.
- Raffi Kuredjian, 422 Dubuar, City of Northville, said that many Northville Township residents and their families used Meadowbrook Country Club, and the Club was a great neighbor who would do the right thing.
- Marcus Shipley, 46895 Pickford Street.

Residents on Wintergreen Circle made the following comments:

- Tanya Pado, 20631 Wintergreen Circle, opposed this special land use request. She lived directly to the west of the proposed maintenance facility. While she appreciated everyone who spoke in support of Meadowbrook and this project, she felt they were looking past how this project impacted the homes on Wintergreen. Northville's Master Plan shows this neighborhood as four residential parcels. This project will put a dangerous industrial building in their neighborhood, close to their homes.

Ms. Pado was concerned with the safety of her children, and with the loss of a neighborhood where everyone knew each other. Now her neighbor will be an industrial facility. Regarding property values, she wondered if the example given regarding the increase in home values was due to the maintenance building, or just the economic times. Regarding communication, Meadowbrook's realtor did approach her in 2020, in the middle of a pandemic when she was being told to stay home, and asked her to sell her home. Where would she go in that very tough real estate market? She was not interested in selling her home and did not want to move.

- Peter Robert Pado, partial owner of 20631 Wintergreen Circle, opposed this request. He thanked the Commissioners who came out to Wintergreen Circle to observe the neighborhood at multiple times during the day. Over the last 25 years Meadowbrook has been slowly acquiring property west of their original property, and destroying neighborhoods in the process. The property being proposed for the maintenance facility was not part of the original country club. Meadowbrook Country Club did not contact them regarding trying to come up with a compromise for building or landscaping design. Mr. Pado was not opposed to the Country Club improving their maintenance building, but there was plenty of property east of where they were proposing to build. Mr. Pado requested that the Commission deny any approval, and also requested that Meadowbrook Country Club sit down with the impacted neighbors and see if there can't be a compromise that is good for the neighbors on

Wintergreen. He liked Commissioner Herrmann's suggestion of the long view, with an attractive building, similar to other buildings on the Meadowbrook site.

- Linda Malec, 20557 Wintergreen Circle, opposed this request. She was here with her husband, son and neighbors on Wintergreen, as well as a neighbor across the street in Novi who will also be impacted by this proposal. Today's resubmission did not materially alter the basic issue, which is the location of the proposed maintenance facility. Most uses/special uses listed earlier applied to people who were living in their homes, not to a commercial, industrial business, such as Meadowbrook. She agreed with the testimonials given this evening about the good Meadowbrook has done in the community, but those comments missed the central issue of the location of the proposed facility. A big truck dropping its gates to unload is an industrial noise. She appreciated the Commissioners who had come to the Wintergreen neighborhood and experienced its serenity. A 16,000 square foot building with the length of half a football field did not belong in a residential neighborhood. She requested that the Commission deny any proposal that positioned any maintenance facility operations near any residential property lines. Last, she had only one contact from Meadowbrook, a week before the June 29 Planning Commission meeting.
- Mary Lou Posa, 20560 Wintergreen Circle, had been attending Planning Commission meetings since the June 29 meeting, asking the Commission to very seriously consider all the comments in opposition to this proposal that the residents had provided, as well as take the opportunity to go out to the area and understand the character of Wintergreen Circle. She thanked each Commission member who did come out to this location and who could better understand what the residents who were in opposition to this particular facility were facing. The noise ordinance limits certain noise to the hours between 7am – 7pm, but this facility starts operation at 5:30am and sometimes went beyond 7pm. Her home was on the southwest corner of the proposed facility – 5:30 in the morning was very early. She asked that the Commission postpone action on this matter, because what was presented this evening was different than what was on the Township website, and the neighbors needed an opportunity to study the changes in order to take a position.
- Cindy Victor, Kus Ryan & Associates PLLC, attorney for the residents, agreed that this was an accessory building. She distributed copies of relevant Township ordinances that she believed supported her position, and made the following points:
 - If the Township was willing to bend the rules because they liked Meadowbrook, the rules would have to be bent in other circumstances also, or face possible litigation from other applicants.
 - Meadowbrook has been a great place without this building, which is not vital to its continued existence.
 - Meadowbrook has been working on these plans for 3 months, and only after the meeting was posted on the website and the plans were finalized was she contacted by Mr. Amann, giving the residents no chance to be part of the overall planning process.

- She asked the Commission to postpone action, because Article 30.2 stated that the Commission was not approving just a footprint, but also the submission of a preliminary site plan.
- Additionally, per 170-3.2.M, accessory buildings may not exceed 14 feet in height; this building is 20 feet high.
- Chair Zawodny had asked at the June meeting for the applicants to justify placing the maintenance facility at this location, and not the location approved in 2014, significantly to the east.
- Golf clubs mentioned by the applicant had smaller buildings. Clubs that had PGA tournaments had maintenance facilities of approximately 6000 square feet.
- The homes sold near the maintenance facility at the Birmingham Club are valued 19% less than homes that are more than 1000 feet away from the facility. She had called real estate agents that served the areas of the other clubs listed by the applicants, and was told property values for properties close to a maintenance facility did go down.
- She asked that the Commission postpone action until these issues can be resolved and the proposal can meet ordinance standards.

In response to a question from the audience, Township Planner Frey said that if the proposal was approved with conditions, the applicant would submit for administrative review to verify that those conditions are met. If the conditions do not require changes to the existing plan, then the applicant would prepare their site plan documents and that would come back to the Planning Commission pursuant to the site plan requirements, which are different than what is presented under a special land use application.

In response to a further question from the audience, Township Attorney Essad said that if there was an ordinance violation, and this was brought to the Township's attention, the Township could enforce at any time. If there was a violation of conditions of approval, and this was brought to the Township's attention, the Township can either administratively or otherwise prosecute the violation to force compliance.

Seeing that no other public indicated they wished to speak, Chair Zawodny thanked everyone for their comments, closed the public comment portion of the meeting, and brought the matter back to the Commission.

Commissioner Wilk said that his experience on the Northville School Board had taught him when there was a conflict between parties, a consensual resolution should be sought. However, there appeared to be roadblocks making consensual resolution difficult, and instead of having people sit down and talk about potential solutions, a decision must be made as to which potential interest has a primacy in this instance.

Commissioner Wilk had been involved with commercial real estate issues since the 1990's, and he looked at this issue from the perspective of reasonable expectations of the parties involved. He had the opportunity to talk to a resident and see the property that is there now. As Township Planner Frey indicated earlier, there is no reasonable expectation that this property will always have a home with a family living there. The house can be

demolished and the area clear cut and grass laid, as had happened frequently in the housing meltdown of 2008-2009.

One question was: what would be something that would be better than what could have been the reasonable expectation of a resident to have a home on the property? The first iteration for this project involved 3,220 square feet of building on the property line that was previously a residential home, and that encroached 28' into the property.

It appeared that the Country Club was willing to move the building an additional 28' off that property, so that the only encroachment on the residential property that was recently purchased will be the pavement necessary to satisfy the fire code. To him the comparison that should be made involves an analysis of what is there today vs. what is proposed for the property. If, as indicated, the building is moved off the property completely, and the building is behind a berm and trees, Commissioner Wilk thought the reasonable expectations of the parties have been met.

Commissioner Herrmann said that while she didn't disagree with Commissioner Wilk's comments, she was very sensitive to the neighbors' considerations. She trusted the Township attorney and Planner to stop the Commission if this is not a decision that can be made. They had not done that, and it appeared that it was the Commission's responsibility to make the decision. She would like to reiterate that if a basic footprint was approved, the two parties could sit down together so that buffer treatment can be developed that meets the needs of everyone. Meadowbrook will be able to have a world-class golf course, while being sensitive to the needs of their neighbors for a beautiful environment surrounding their homes.

Commissioner Zawodny said he appreciated the comments from Meadowbrook Country Club members, as well as from the residents on Wintergreen Circle. The Country Club is a strong asset within the community. However, during public comment one of the Club members had commented regarding being Christian and patriotic; it was important to remember that those considerations applied equally to one individual as well as to a larger group. He believed that a compromise resolution could be found, and he would also be greatly encouraged if both groups could come together in conversation. The Commission was not an arbiter between parties. His experience with arbitration or mediation was that everyone walked away angry, and that is not the resolution he sought. He supported the Country Club's continued growth, and he supported the residents on Wintergreen, who must not feel they were forgotten parties. Any roadblock to the parties sitting down with each other should be removed.

In response to continued discussion, Township Planner Frey explained that any work of the Commission needed to be done in public forum, and having a subcommittee meet with the parties on behalf of the full board was not an option.

Township Attorney Essad further cautioned the Commission against attempting to broker some sort of peace accord. His recommendation was to encourage both parties to get together after this meeting. However, what was before the Commission this evening was an application for a special land use, which could be approved, approved with

conditions, or denied. It appeared that there was enough consensus to approve a footprint, with conditions as had been discussed, including commitments made by the applicant this evening, and also a condition that the developer meet with opposition parties and report back to the Commission prior to site plan submission.

Commissioner Yang said he had also visited Wintergreen a few times. In June the Commission expressed concerns regarding this proposal, and over the last few months, significant effort had been made by Meadowbrook Country Club to address those concerns by doing such things as lowering the height of the building, mitigating early morning noise by the maintenance vehicles exiting to the east (instead of southeast) and using 8 Mile Road to travel east, removing the pavement to the west of the building, and as offered tonight, to move the building itself 28' to the east, so that the building would be moved off of the residential property and potentially save some of the tree lines and shift the building away from the view of the Wintergreen residents. He felt that this was a resolution that might work.

Commissioner Watson agreed, and felt that by moving the building 28' to the east, so that it did not cross the former property line of the residential property, a compromise had been offered. Additionally, meeting with the Wintergreen residents and collaborating with them on potential designs for landscape, including preserving older trees on the property and the character of the neighborhood, if that was the neighbors' preference, would move this project forward. She expected that the applicant will present different options to the Commission based on the discussions just referenced.

Mr. Amann confirmed that they could eliminate the pavement on the west if the Fire Marshal approved, and shift the building 28' to the east. They would be happy to have representatives of the club and the landscape architect meet with the neighbors, if the lawyers could be kept out of the discussion. When they brought a landscape plan to the Commission, it would hopefully be the result of such a meeting. They were prepared to schedule a meeting quickly, within the next 10 days or so.

Commissioner Herrmann said the structure was very commercial in appearance. Would the applicants be amenable to upgrading the structure's appearance if the residents' preference was to see the structure and not a berm, so that the structure could be an amenity to the neighborhood? In other words, the residents might want the structure completely hidden by berms, or they might prefer the long view, with no berms, in which case the structure would need to be redesigned.

Commissioner Watson said that at site plan approval, the Commission will want to look at the view from 8 Mile Road as well; this had not been discussed this evening.

Mr. Amann reiterated that they were willing for the residents to work with the applicant's landscape architect in terms of what they would most prefer for their street and neighborhood. He also reiterated that Meadowbrook was willing to ensure that their early morning maintenance vehicles exit to the east along 8 Mile Road.

In response to a question from Chair Zawodny, Township Attorney Essad said the Commission always had the option to postpone action on an item, as well as to approve, approve with conditions, or deny.

Commissioner Wilk indicated he was ready to offer a motion.

MOTION by Wilk, support by Yang, in the matter of PSLU21-0001, Meadowbrook Country Club, 40941 Eight Mile Road, the Planning Commission approve the Special Land Use to construct a new maintenance facility at the west edge of the property, with the following conditions:

1. Move the maintenance facility to the east, off the original residential parcel and onto the adjacent Meadowbrook parcel.
2. Future site plan and landscape approval by the Commission, with the intention of maximizing the tree line and native trees on the property.
3. Rearrange the exit path for utility vehicles leaving the building to the northeast corner, along 8 Mile Road.
4. Remove the pavement from the west side of the building, subject to Fire Marshal approval.
5. Meeting between homeowners and applicants take place, with both parties reporting back to the Commission via the Planning Department, before site plan submission.

Discussion:

Commissioner Herrmann emphasized that changes to the architectural design of the building should be considered.

Mr. Amann said that it was on the record that the residents would be able to sit down with the landscape architect in order to visualize different options for the property. They would try to set up the meeting as soon as possible.

Ms. Victor said she had never advised her clients not to meet with Meadowbrook, and she would also do what she could to facilitate such a meeting.

Roll call vote: Ayes: Herrmann, McCall, Watson, Wilk, Yang, Zawodny

Nays: None

Motion approved 6-0.

OTHER BUSINESS: None.

DEPARTMENT REPORTS:

Jennifer Frey, Township Planner

- Reminder of next Tuesday's meeting, Oct. 5

- Reported on September ZBA meeting, which had a single item for a use variance. This was postponed upon request of applicant to the October meeting, in the hopes of having all Board members present.
- Willow Pines project is close to starting construction
- Cantoro PUD Amendment will be on the October Board of Trustees meeting
- The Village at Northville – First Watch is moving forward in existing retail building

Robert Belair, Director of Public Services

- Beck Road resurfacing between 6 – 7 Mile Roads complete
- 6 Mile Road between Beck and Sheldon to be resurfaced in the next month
- Wayne County grading gravel roads and will be applying dust control
- Legacy Park – preparing demolition specs
- Brownfield Redevelopment Authority approved sale of bonds (\$12 million) to fund building demolition
- Public safety headquarters assessment – anticipated to be complete by end of the year

Mindy Herrmann, Board of Trustees

- No report
- Thanked Chair Zawodny for leadership at tonight's meeting

EXTENDED PUBLIC COMMENTS:

None

ADJOURNMENT:

Motion by Wilk, support by Hermann, to adjourn the meeting at 11:22pm.

Motion approved unanimously

**CHARTER TOWNSHIP OF NORTHVILLE
PLANNING COMMISSION
SPECIAL MEETING
October 5, 2021**

DATE: October 5, 2021
TIME: 7:00 PM
PLACE: Township Hall

APPROVED: October 26, 2021

CALL TO ORDER: The meeting was called to order by Chair Zawodny at 7:05 p.m.

ROLL CALL:

Present: Mindy Herrmann
Eric Lark
Edward McCall
Jane Watson
Matthew Wilk
Gary Yang
Tim Zawodny

Excused: None

Staff: Jennifer Frey, Township Planner

CORRESPONDENCE:

Correspondence received regarding tonight's agenda item PSLU21-0002 was as follows:

- July 25, 2021 email from Shelby Klick, 15416 Park Lane, in opposition
- Oct. 4, 2021, letter from Millie Shepherd, 15473 Fry Ave., with petitions including approximately 46 signatures, in opposition
- Sept. 13, 2021 email from Shelly Hooper, Lake Pointe subdivision, in support
- Undated letter from Matthew Lang, Five Mile Road, in support
- Oct. 5, 2021 letter from Ghassan Taha, applicant, with approximately 56 signatures in support

BRIEF PUBLIC COMMENTS:

Adam Harrison, 15375 Fry Avenue, addressed severe stormwater drainage issues on his property and in his neighborhood; Wayne County was not being responsive to his pleas for mitigation. Township Planner Frey will forward this information to Director of Public Services Belair.

Linda Malec, 20557 Wintergreen Circle, expressed disappointment with the Commission's September 28 decision to approve the new maintenance facility at Meadowbrook Country Club, rather than postpone the decision until the Wintergreen Circle residents had a chance to look at the proposal that was brought forward that evening. She

advised that Meadowbrook Country Club had notified their members they had an approval and would proceed with construction in November.

Tanya Pado, 20631 Wintergreen Circle, said that Meadowbrook Country Club had not yet made contact with the residents of Wintergreen Circle, as was a condition of the approval at the September 28, 2021 Planning Commission meeting. She continued to oppose this industrial use in their residential neighborhood.

NEW BUSINESS:

Public Hearing

1. PSLU21-0002

Representative:

Owner:

Location:

Request:

Action:

Special Land Use

David Ganezer, GAV & Associates

Ghassan Taha, TGH Holdings, LLC

40570 Five Mile Rd.

To construct a drive-thru restaurant

Approve, Approve with Conditions, Postpone, Deny

Township Planner Frey explained that due to a human error with regard to the public notification for the July 27, 2021 meeting, where the Planning Commission took action to approve the requested special land use for a Dairy Queen drive-thru, and in order to ensure the integrity of the process, the Township made the decision to re-notice the project and conduct a second public hearing. Everything from the July 27 meeting remains on the record, and tonight's meeting will be on the record also.

This is a request for a Special Land Use for a drive-thru facility. The property has been zoned B-1 (Local Business) for over 20 years. There are a number of permitted uses for this zoning district, including restaurants. Only the drive-thru component required special land use approval.

At the July 27 meeting, the proposal was approved 4-2, with conditions. The plans have not changed since that time, and did not yet reflect the conditions the Planning Commission imposed on the project.

The overall proposal is to construct a 2,663-square-foot Dairy Queen building with a drive-thru window, an outside dining patio, parking spaces, and other associated site improvements, at the corner of Park Lane and 5 Mile Road. The existing drive off of 5 Mile Road will become a shared driveway, eliminating the need for an additional curb cut on 5 Mile. A new driveway is proposed on Park Lane.

Referencing her July 12, 2021 letter, Township Planner Frey summarized the criteria for granting a special land use, as follows:

- Compatibility with adjacent uses: The B-1 zoning district permits a number of retail, service, and office uses, that are intended to satisfy the day to day convenience needs of nearby residential areas, including restaurant uses. Restaurants with drive-thru services require special land use approval.

The site provides the required 50' parking and building setback to the north property line, with berm, landscape buffer, and wall. A condition of approval was to add additional trees to the buffer to further maximize the screening and obscure noise along the north property line.

- Compatibility with master plan: The future land use plan is consistent with the zoning and designates the property as commercial land use. The master plan does not distinguish between permitted uses and special land uses in terms of future planning; this is left to the Planning Commission to review on a case-by-case basis.
- Traffic impact: Access from Park Lane is proposed, plus the shared driveway on 5 Mile. Based on the location of the drive-thru, it is anticipated that most vehicles will exit the site from the 5 Mile driveway. It is not anticipated that traffic exiting the drive thru will weave its way back through the parking lot to the Park Lane exit; the Township Traffic Engineer agreed with this position.
- Impact on public services: The site will be connected to public sewer and water. The Fire Department will review the plan for access/fire safety during site plan review. A sidewalk is provided across the 5 Mile Road frontage. The method of stormwater detention will be under Wayne County jurisdiction.
- Compliance with Zoning Ordinance standards: The proposed plan complies with applicable setback and zoning ordinance standards; no variances are required.
- Impact on the environment: The site does not have much existing vegetation. Impacts to the site are similar for the proposed use, compared to other potential uses in the B-1 zoning district. The use does not intensify due to this special land use request.
- Specific Special Land Use requirements: The proposed layout complies with the standards for drive-thru facilities, which are:
 1. One drive-thru window is permitted
 2. The drive-thru facility and the parking lot shall be clearly delineated.
 3. The drive-thru shall be located on the side or rear of the building and minimize visibility from the road.
 4. The materials used for the canopy structure shall be architecturally compatible with the building design and match the primary building material.

Conditions that were attached to the July 27, 2021 motion included:

1. Provide a sidewalk from the north property line, across the proposed driveway on Park Lane, west across the parking lot to the sidewalk in front of the building.
2. Provide additional trees within the 50' buffer along the north property line.
3. Items identified in the fire department letter shall be provided on the site plan.
4. Provide minimum 6' tall screen wall on north property line (in addition to berm and landscape requirements).
5. Provide some berming with plant material within 50' buffer along north property line for additional sound and visual screening.

6. Provide significant additional landscape, above the minimum requirement, within the 50' buffer area to further enhance the visual and physical buffering.
7. Provide a low knee wall within the greenbelt along Park Lane to reduce appearance and headlight glare on adjacent residential properties.
8. Screen wall and knee wall shall be brick to match the proposed building materials.
9. Pave Park Lane past the Dairy Queen driveway.
10. Provide banked parking in accordance with documentation from Dairy Queen to support the number of spaces recommended for a Dairy Queen of the proposed size. Banked parking shall be identified on the site plan with a note that it will be constructed if determined necessary by the Township.
11. The banked parking spaces shall be located along Park Lane, furthest from the building and to minimize impacts on adjacent residential properties.
12. Hours of operation shall be 10 am – 10 pm during the winter and 10 am – 10:30 pm during the summer. After the first full summer season, the applicant may request later summer hours via a special land use modification.

The conditions did not address the close time for the indoor restaurant. In the B-1 District, restaurants may be open 24 hours.

Members of the development team present this evening included:

- Ghassan Taha, TGH Holdings, LLC, 848 Dover Street, Dearborn Heights
- David Ganezer, Architect, GAV & Associates, 24001 Orchard Lake Rd., Suite 180A, Farmington Hills
- Todd Haidous, Owner, Angola, Indiana.
- Chris Nusbaum, Development Team, 848 Dover Street, Dearborn Heights

Mr. Taha said that as already explained this application had been approved at the July 27, 2021 Planning Commission meeting. In addition to the information that was on the record from the July meeting, Mr. Taha emphasized the following points:

- Exit and entry will be through 5 Mile Road, via a shared access agreement with the Cap N Cork party store next door. This shared access was not near Fry Street to the west, and traffic would most likely not use Park Lane either, due to the directed traffic movement on site.
- Once the Dairy Queen installed the pavement on their lot, the party store had indicated they would be repaving also.
- Dairy Queen will be providing a family atmosphere, where families and organizations can come for ice cream and group celebrations.
- The trash area will be screened by a dumpster enclosure, as required.
- Regarding information given at the July meeting, it should be noted that the Dairy Queen on Greenfield in Dearborn (Michigan/Greenfield) was a stand-alone building with a wall in the back and residential use behind that, not in a strip mall as stated in the minutes.

In terms of process, Township Planner Frey explained that a full site plan showing building elevations and landscaping is required after Special Land Use approval. The Special Land Use plan must reflect the conditions for Special Land Use imposed by the Planning Commission.

In response to questions from the Commission, the applicants gave the following information:

- The applicants hoped that 100% of Dairy Queen customers will use the 5 Mile Road exit.
- Mr. Haidous was the franchisee for this location. Mr. Haidous owned 4 franchises, with 4 more pending. His locations had 40-60 employees each.
- Dairy Queen was growing, and post-pandemic was requiring all its locations to have drive-thru's.
- In early August, Mr. Taha had walked through the nearby neighborhoods in both Northville Township and Plymouth Township, and obtained the signatures of support submitted for tonight's meeting. The neighbors liked the idea of having a Dairy Queen, which now also offered some fast food, at this location. A few letters of support had also been submitted from businesses and individuals as well.

Chair Zawodny opened the public hearing.

Residents asked for clarifying information, as follows:

- Adam Harrison, 15375 Fry, asked if there would be an alleyway behind the subject property. Township Planner Frey said that no alley or any offsite improvements were proposed.
- Tim Kelly, 15473 Frey, asked for clarification regarding the arrows shown on the site plan. Chair Zawodny explained that the arrows showed directional traffic flow on site.
- Linda Malec, 20557 Wintergreen, questioned why public notices were put in the EAGLE, a small paper that was not easily accessed. She had gone to the Library, to Starbucks, to CVS, and none had this paper; the Library said they had not seen it in about 3 years. She requested public notices be put in the Northville Record. Township Planner Frey explained that noticing was done by the Clerk's office.

The following residents spoke in opposition to the drive-thru use at this location:

Tim Kelly, 15473 Frey,

- Drive-thru traffic would exit onto Fry Avenue and Park Lane.
- There were no other free-standing restaurants in Northville Township, and this did not belong in the Township or in their residential neighborhood.
- Almost 80% of Fry Avenue and Park Lane residents were opposed to this request.
- Groups such as sports teams who came to the Dairy Queen late at night would bring noise to the neighborhood.
- Shared driveway on 5 Mile will also need to provide access to Cap N Cork customers.

David Doyle, 15250 Thornridge (Plymouth)

- Concerned about brightly lit signs.
- No sidewalks for pedestrians to reach this restaurant.
- Concerned about ability of cars to by-pass the drive-thru lane in order to exit the site.

Maggie Ward, 15401 Park Lane

- New owner in home behind this site, is concerned about child riding bike in the neighborhood and to school, because of the extra traffic.
- Traffic will be generated by people in the subdivision to the north, who will come south on the dirt roads to access this Dairy Queen.
- Doesn't want to stare at a 6 foot wall.
- Concerned about noise, lights, smell, traffic.

Bradley Mamo, 15574 Maxwell Avenue

- Opposed to this stand-alone restaurant.
- Concerned about traffic stacking and backup, which already occurs at the Top of the Cone ice cream restaurant down the street.
- Traffic will come from the surrounding neighborhoods.
- Local businesses are better than a national chain.

Margaret McIntosh, 15473 Park Lane

- Concerned about traffic, and groups of people all coming at once.
- Customers will use all 3 driveways: Park Lane, Fry Avenue, and 5 Mile Road.
- This area is a hot spot for power outages.

Millie Shepherd, 15473 Fry

- People who don't live within 300 feet are not noticed for public hearings, even when their neighborhood will be impacted. (Ms. Shepherd circulated the petition submitted this evening.)
- Agreed traffic will use all 3 exits; Cap N Cork customers already use Fry Avenue exit. People in the subdivisions will not use the main roads.
- Traffic is terrible on 5 Mile Road.
- Tonight's decision will have a major impact on the residents, but will not have a major impact on Dairy Queen.

Ms. McGrady, 40733 5 Mile, Plymouth

- Concerned regarding property values, smell, lights, sound, and traffic.

Amanda Mamo, 15574 Maxwell Avenue

- Concerned that exiting traffic will go in front of Cap N Cork to use Fry Avenue exit; she knew from experience that is happening now.

Township Planner Frey gave the following information in response to questions asked during public comment.

- The free-standing sign will be a ground sign; pylon signs are not allowed in Northville Township. Signs will be approved through the sign permit process.
- Lighting will be reviewed during site plan approval. All lights must meet ordinance standards, be contained on the site, and must not spread off the property.
- There were at least two other free standing restaurants in Northville Township – the McDonalds on 6 Mile Road and Chick-fil-A on Haggerty.

Seeing that no other public indicated they wished to speak, Chair Zawodny closed the public hearing and brought the matter back to the Commission, who discussed the issues brought forward by the public during the public hearing:

Regarding traffic concerns and issues:

The July 22, 2021 Traffic Engineer's review stated:

1. *The proposed site access is acceptable. Usage of an existing driveway for shared use is always a safety benefit, particularly on one of the Township's major roadways. The spacing of the Park Lane driveway from Five Mile Road meets standard access management requirements.*
2. *The location of the drive-through facility will allow appropriate space for queuing of vehicles within the site during peak periods.*
3. *Based upon Institute of Transportation Engineers (ITE) data the proposed use will generate approximately 45 trips inbound and 45 trips outbound during a typical afternoon peak hour. This is lower than the minimum threshold required for submittal of any type of traffic study.*

In summary, there are no traffic-related concerns that would preclude approval of this proposed development.

Township Planner Frey explained that the Dairy Queen does not meet the threshold for requiring a traffic study. A shared driveway was recommended on 5 Mile in order to eliminate left turn conflicts, and is considered good traffic management. Wayne County will ultimately make the call regarding whether to widen the access for the curb cut on 5 Mile Road; the design will be part of site plan approval.

The Commission remained concerned that stacking traffic would potentially back up onto Five Mile Road.

In response to questions from Chair Zawodny, the applicants explained that timing for customers from speaker to window would be 3-3.5 minutes, and a complete transaction from speaker to receiving food would take 4-4.5 minutes. The processing time met Dairy Queen corporate site standards. This timing would help provide a gap between exiting cars; the speed limit on 5 Mile Road was 40 mph.

Chair Zawodny said that he lived in the subdivision due north of this location, and knew that subdivision residents did drive south using Fry and Park Lane. He was concerned with the project's impact on traffic flow; he had seen people exit onto Fry from the Cap N Cork location.

Commissioner McCall thought that the traffic design for the shared access on 5 Mile Road created a tortuous and confusing traffic route; he was not comfortable with the traffic flow as shown, especially as the shared access would conflict with Thornridge across 5 Mile in Plymouth.

Township Planner Frey explained that Park Lane and Thornridge are existing roads that are slightly offset. There is not another road on the south side of 5 Mile until Maxwell. The ordinance requires ingress/egress to align when possible, or offset to eliminate left-turn conflicts. However, because this is an existing condition, there is no opportunity on this parcel to align with roads to the south. Every parcel that fronts a road has the right to have an access on that road. Any use on this parcel would have the right to access from Park Lane and 5 Mile. Consolidating the access with the existing curb cut on 5 Mile represented good traffic management. Creating a separate curb cut for the Dairy Queen would create left turn conflicts on 5 Mile Road and with traffic turning right from Park Lane.

Commissioner Lark asked if a traffic study could be required, to address the concerns of the neighbors regarding traffic flow and backup on side roads.

Mr. Haidous pointed out that CAP N CORK customers entered from 5 Mile, and when exiting, might then have a natural reason to continue to Fry. Dairy Queen customers would not be following that traffic pattern, and would have no reason to exit to Fry Avenue.

Township Planner Frey said that traffic flow would be analyzed during site plan review. At that time, the Traffic Engineer could provide additional information as requested. As noted above, the Traffic Engineer feels comfortable with the current design in terms of traffic and traffic flow, and is comfortable with the shared access being a benefit at this location. In terms of stacking, 9 stacking spaces were required, and 13 were provided.

Commissioner Wilk noted that in order for businesses to thrive in today's environment, they had to have a drive-thru. Chair Zawodny advised that the Commission's charge was to evaluate special land use requests based on ordinance criteria that address how the existing community will be impacted, not on whether a special land use was needed for marketability reasons.

Commissioner Watson referenced the intent of the B-1 District as described in the ordinance:

70-12.1 Intent.

The Local Business (B-1) District is intended to provide for retail businesses and service uses that primarily satisfy the day-to-day convenience shopping and/or service needs of persons residing in nearby residential areas. This district is further intended to encourage the concentration of local business areas and avoid strip business development along road corridors.

In terms of planning, the B-1 District provides a transition between heavier commercial use and residential use. The proposed Dairy Queen with drive-thru might be better suited to a commercial district; she had reservations about this use on this parcel.

Commissioner McCall remained concerned regarding the traffic flow exiting the drive-thru lane. At least two exit lanes – for a right and left-hand turn – should be required. Perhaps a middle lane should be required as well.

Commissioner Yang asked what marketing research had been done regarding peak time vs. average usage/traffic intensity. Chair Zawodny agreed that quantitative data would be helpful.

Mr. Haidous said that a Dairy Queen would generate less traffic than a sit-down restaurant such as Red Lobster, or other fast food restaurants such as Burger King or McDonalds. Fast food peak hours would include lunch (11:30 am – 1:00 pm) and dinner (5:00 pm – 7:00 pm). One of his franchises had peak times from 8 pm – midnight; the other 3 restaurants had lunch and dinner peak times. The applicants anticipated 600 customers per day at this location, which was not a lot for this type of business.

In response to questions from Commissioner Watson, Mr. Haidous said that they had closed on this property. They had chosen this location due to the number of residential rooftops behind and around it.

The Commission discussed stacking at other fast food restaurants, such as Starbucks and Chick-fil-A, as well as stacking at the nearby ice cream business.

Chair Zawodny suggested that the Commission needed to hear from the Traffic Engineer before making a final decision on this special land use. Without metrics or quantitative research, it was difficult to project the future impact of this use on traffic.

Commissioner McCall thought that while the shared curb cut on 5 Mile Road might be best for traffic there, the curb cut might not address the additional traffic and potential parking on Park Lane and Fry. He agreed that the Commission should hear from the Traffic Engineer.

Township Planner Frey explained that the Traffic Engineer had used ITE standards. Stacking spaces exceed ordinance requirements.

In response to questions from Commissioner McCall, Mr. Haidous said that post pandemic, the breakdown for drive-thru and restaurant use was 70/30.

Chair Zawodny noted that businesses along 5 Mile Road are oriented toward 5 Mile, away from the residential district. In this case, the required drive thru orientation rotates the building, skewing how it is perceived by the surrounding neighborhood. Regarding hours of operation, at the July meeting the applicant had said that the drive-thru was not that busy late at night, but simultaneously a late 11 pm close was needed because the late drive-thru was a critical component of the operation. The traffic generated by the drive-thru continued to be important.

Commissioner Wilk felt that traffic and drive-thru stacking was a legitimate concern. The question appeared to be whether the Traffic Engineer's qualitative and objective considerations and conclusions matched the reality of the situation.

Regarding the Special Land Use request generally

The Commission discussed other resident concerns such as noise, lighting, smell, power outages, and late hours. All of these concerns would also exist if a restaurant without a drive-thru came to this location, and a restaurant use was a by-right use in the B-1 District. These were site plan issues, and were not germane as to whether a special land use approval should be given.

The Township cannot pick and choose among uses for a site, as long as they were permitted uses in the zoning district, and as long as dimensional and other ordinance requirements were met. There were no zoning districts in the Township that allowed drive-thru restaurants as a by-right use.

Further discussion

Franchises were often locally owned, and considered themselves local businesses.

Tonight the Commission heard from new residents with different concerns than what was heard at the July meeting, especially regarding parking and traffic impacts. Could the applicants find ways to further mitigate traffic impacts?

Chair Zawodny called a 10 minute break at 9:30 pm and reconvened the meeting at 9:40 pm.

Mr. Nussbaum made the following points:

- Resident concerns expressed at the July meeting, at which approval was granted, dictated the shifting forward of the proposed building. There was quite a bit of room between the use and the rear property line. There was also additional space in the rear available to address traffic, although the Township's own professional engineer has said he was satisfied with the current traffic outlines.
- The Dairy Queen constituted a very low intensity use for this property.
- Based on tonight's discussion, the applicants were willing to discuss whether or not a wall should be constructed on the north property line. Perhaps a vegetative buffer would make a better screen.
- The applicant was mitigating the dirt road issue on Park Lane.
- This use had already been approved once, and the notice provision issue does not invalidate the original approval.
- By the applicant's count, there were 6 households present in opposition this evening. There were also many people in support of this request, and who had signed in support of its approval.
- After being approved once, and after having another meeting this evening, the applicants requested approval with the previous conditions, as decided.

In response to questions from Chair Zawodny, Township Planner Frey said that any questions regarding the previous process and meeting should be directed to the Township Attorney.

Chair Zawodny asked if there was any more discussion.

Commissioner Watson asked if the building could be moved to be more parallel with 5 Mile. Mr. Ganezer explained that the applicants had worked through several iterations. In order to meet stacking location requirements, the building had to be situated on the lot as shown.

Chair Zawodny said he was still concerned with traffic flow and traffic counts, especially during peak periods. He struggled with allowing a drive-thru at this location, and how it would relate to the character along 5 Mile Road.

Commissioner McCall indicated he was ready to offer a motion.

MOTION by McCall, support by Wilk, in the matter of PSLU21-0002, 40570 Five Mile Road, Ghassan Taha, TGH Holdings, LLC, that the motion to approve with conditions offered by Herrmann, supported by Lark, at the July 27, 2021 Planning Commission meeting, stands, with the following additional conditions added to that motion, based on tonight's discussion:

1. Traffic engineer shall present findings for discussion and deliberation at a future planning commission meeting.
2. Results from discussion between traffic engineer and the planning commission, if any, shall become an addendum to the original Herrmann motion.
3. Pave Park Lane and add a sidewalk along the frontage of the subject parcel.
4. Evaluate shared access at 5 Mile and the drive approach at 5 Mile/Park Lane to determine if a three lane configuration (outbound left, outbound right and inbound lane) will improve traffic flow.
5. Upon representation by the traffic engineer, the conditions above may be removed upon a consensus of the planning commission.

Discussion:

The purpose of the motion was to allow the Commission and the Traffic Engineer to interact in real time together, so that the Commission can understand the Traffic Engineer's findings. The motion also allows the Commission to consider new mitigating features regarding traffic impact that might be appropriate as additional conditions for this approval.

Roll call vote: Ayes: Herrmann, Lark, McCall, Wilk, Yang

Nays: Watson, Zawodny

Motion approved 5-2.

OTHER BUSINESS: None.

DEPARTMENT REPORTS: None.

EXTENDED PUBLIC COMMENTS: None.

Millie Shepherd, 15473 Fry, asked that the Township do better in terms of notifying residents beyond the 300 foot legal requirement, especially regarding cases that will impact entire neighborhoods.

ADJOURNMENT:

Motion by Wilk, support by Lark, to adjourn the meeting at 10:16 pm.

Motion approved unanimously.

**REGULAR MEETING MINUTES
CHARTER TOWNSHIP OF NORTHVILLE
Historic District Commission**

DATE: September 23, 2021

TIME: 6:30 pm

PLACE: Lower-Level Conference Room, Northville Twp. Hall

CALL TO ORDER: Bill Sivy called the meeting to order at 6:37 pm.

PRESENT: Margie Banner, Scott, Frush, Milan Gandhi, Suzette Heathcote, Diane Rosone, Fred Shadko, Robin Schleh, Bill Sivy

Excused: Shana Maitland,

GUESTS: Joe Oldenburg

1. Approval of Minutes:

A. Regular Amended Agenda and the Consent Agenda items

Motion Made: Margie Banner Second: Diane Rosone

2. New Business

A. NTHF is hosting Thayer Open House

- Sunday, September 26th at 12 pm

3. UNFINISHED Business

A. Budget \$2,925

B. Thayer School

-Engineer assessed floor, preferred contractor gave other options.

-Subflooring is not visible, committee decided to use more modern construction. The contractor has given a quote.

- Bill will ask engineer, Cheryl, to redesign floor to more modern construction.

-Margie made a motion to pay \$5,500 for new engineer plans using new construction methods.

VOTE: AYES: Banner, Frush, Gandhi, Heathcote, Rosone, Shadko, Schleh, Sivy

NAYS: None

Motion Approved

4. **ADJOURN:** There being no further business, the meeting adjourned at 7:23 pm.
Next meeting October 28th at 6:30 pm Town Hall.
Motion Made: Margie Banner Second: Robin Schleh

Respectfully submitted:
Diane Rosone
Approved: October 28, 2021

TO: Northville Youth Network Commission, Northville City Council, Northville Township Board of Trustees, Northville Public Schools Board of Education

CC: Todd Mutchler, Patrick Sullivan

FROM: Amy Prevo

DATE: November 2, 2021

NORTHVILLE YOUTH NETWORK PROGRAM REPORT

PROGRAMS, SERVICES & COMMUNITY PARTNERSHIPS

The NYN Youth Action Board met and began planning their first service project of the year, two drop-in tutoring sessions for grades 6-12 to be held in January before the end of the academic semester. Due to an increase in diversion referrals, we completed one session of Teen Talk, the four-part risk-reduction workshop portion of the diversion program, at the beginning of the month and started another session at the end of the month. We started our Wellness Wednesday workshops for the academic year with two very successful sessions of *Kids Yoga & Mindfulness*, one for ages 5-8 and one for ages 9-12. We also participated in the first annual Trunk-or-Treat event sponsored by the Northville Township Department of Public Safety.

Keri Ann Sondreal and I met with the counseling/social work staff at Meads Mill Middle School to introduce ourselves to new staff and provide them with information on our programs and services. I co-chaired the monthly meeting of Northville CARES. We welcomed Growth Works as a new partner organization. Kerri Ann and I supported our colleagues in Senior Services by assisting at the Senior Fest event.

GENERAL OPERATIONS

In order to create more public awareness of Northville CARES, together with the co-chair, Beth Santer, I sat for an interview with a reporter from *the 'Ville*. It is anticipated that an article highlighting the initiative will run in the December issue of the magazine. I also met with Chief Maciag (NPD), Chief Tennes (NTPD), Chief Cox (PPD) and Jaime White from Hegira Health to discuss plans, expectations, outcomes, etc. for the co-response social worker partnership. We also interviewed candidates for the position with an expected onboarding to begin in late November/early December. I participated in the Township of Northville 2022 budget presentation to the Board of Trustees. We completed the NYN website overhaul project and turned it over to IT/Communications for implementation. Kerri Ann and I also completed the FEMA Emergency Management training courses.

YOUTH SUPPORT SERVICES

The tables below indicate the status of referrals for the month of October. The first table shows the number of clients who are new, in progress, or have been discharged during this period. The second table shows a more detailed breakdown of Youth Assistance referrals by type as well as all referrals by type to date for each month. October presented the highest number of referrals we have ever received in one month. Kerri Ann has been working through these referrals very diligently while still providing our youth and families with a high level of service.

NYN September 2021 Referrals			
	New	In Progress	Discharged
Youth Assistance	5	4	8
Case Management	7	1	1
Resource Referral	8	-	-

Youth Assistance Referrals from NPS or Law Enforcement			JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC													
Infraction	Number of Referrals															
Alcohol	2							1	1							
Drugs	4				1				1	2						
Vape/Tobacco	5		2		1		1		1							
Anger Management	1												1			
Assault	0															
Bullying	0															
Truancy	1				1											
Decision Making	6			2	1		1	1				1				
Desctuction of Property	8				1				5	2						
Retail Fraud	0															
Theft	1												1			
Other	1					1										
TOTAL YA REFERRALS TO DATE	29		2	0	2	1	5	1	2	6	5	5	5	0	0	0
Referrals from Parents or Other Source																
Area of Support	Number of Referrals															
Casework Services	29		2	3	5	3	1	4	1	1	1	1	8			
Referral Services	25		2	4	6	3	1	1			1	7				
Mentoring																
TOTAL PARENT/OTHER REFERRALS TO DAT	54		4	7	11	6	2	5	1	1	2	15	0	0	0	0
TOTAL REFERRALS TO DATE	83	Monthly Total	6	7	13	7	7	6	3	7	7	20	0	0	0	0



Memo

To: Mark J. Abbo, Township Supervisor
Board of Trustees

Cc: Todd Mutchler, Township Manager/Public Safety Director

From: Wendy Hillman, Finance Director

Subject: Finance Reports – October 2021

Date: November 18, 2021

BOARD OF TRUSTEES

Mark J. Abbo, *Supervisor*
Roger Lundberg, *Clerk*
Jason Rhines, *Treasurer*
Scott Frush, *Trustee*
Mindy Herrmann, *Trustee*
Cynthia Jankowski, *Trustee*
Christopher Roosen, *Trustee*

Please find enclosed the monthly finance reports as follows:

1. Cash Summary by Fund (October)
2. Cash Balances by Investment (October)
3. Balance Sheet by Fund (October)

Cash Summary by Fund provides monthly increases (debits) and decreases (credits) to the Township's cash and investment accounts. The total cash and investment portfolio on October 31, 2021 is \$93,486,963. The Township pools its main disbursement account.

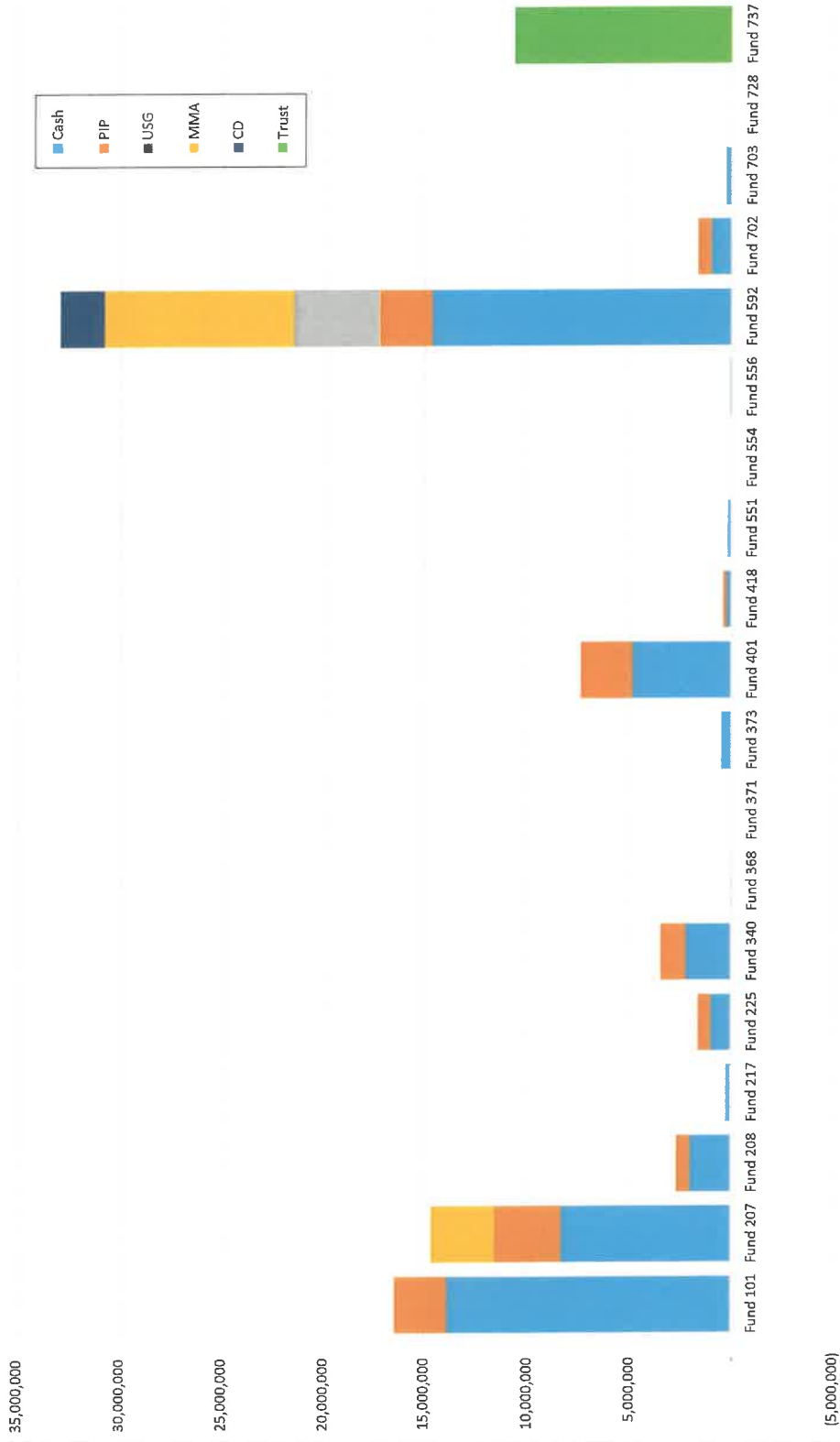
Cash Balances by Investment provides an investment breakout, by Fund, of the total portfolio of \$93,486,963.

Balance Sheet by Fund provides the fund equity position on October 31, 2021, summarized by account type. Millage funds recognize property tax revenue early in the fiscal year, as indicated by high fund balance at the beginning of the fiscal year. This fund balance decreases during the year as expenditures are incurred.

CASH SUMMARY REPORT FOR NORTHVILLE CHARTER TOWNSHIP
 From 10/01/2021 to 10/31/2021

Fund Description	Beginning Balance 10/01/2021	Total Debits	Total Credits	Ending Balance 10/31/2021
101 General Fund	15,818,130.92	1,145,216.94	495,071.78	16,468,276.08
207 Public Safety	15,326,141.27	502,786.58	1,143,404.41	14,685,523.44
208 PARKS, RECREATION & SENIOR SERVICES FUND	2,755,346.20	103,597.61	163,761.54	2,695,182.27
217 Youth Assistance	236,665.79	4,502.50	8,245.03	232,923.26
225 Shared Services	1,657,054.53	5.91	14,672.30	1,642,388.14
340 7 MILE & HAGGERTY PROPERTY BOND DEBT	3,471,588.38	11.35	0.00	3,471,599.73
368 EDENDERRY PAVING SAD#27 P#5 DEBT SERVIC	46,691.22	0.00	0.00	46,691.22
371 Land Acquisition	1.25	0.00	0.00	1.25
373 2012 Refunding Debt	488,932.02	0.00	0.00	488,932.02
401 CAPITAL PROJECTS	7,040,931.85	393,183.48	16,181.98	7,417,933.35
418 Tree Fund	437,064.24	1.68	2,640.00	434,425.92
551 Five Mile Brownfield Revolving Fund	769,234.89	8,536.43	604,089.89	173,681.43
554 5 Mile (Gun Range)	23,373.95	0.00	0.00	23,373.95
556 Seven Mile Brownfield Redevel Authority	783,509.55	2,892.93	708,509.55	77,892.93
592 water and sewer Fund	32,446,502.24	1,812,596.89	1,271,841.63	32,987,257.50
702 Escrow Fund	1,683,877.65	38,073.06	33,654.20	1,688,296.51
703 Current Tax Fund	994,874.78	505,568.21	1,227,540.22	272,902.77
728 Economic Development Corp	1,105.11	0.00	0.00	1,105.11
737 Other Post Employment Benefits Trust	10,290,435.15	447,886.83	59,745.74	10,678,576.24
REPORT TOTALS:	94,271,460.99	4,964,860.40	5,749,358.27	93,486,963.12

Deposit and Investment Balances by Fund October 2021



Diversification by Sector

- Cash
- Cash & Interest Checking Accounts
- PIP
- Public Funds Investment Pools
- USG
- U.S. Gov't Agencies
- MMA
- Money Market Accounts
- CD
- Certificates of Deposit
- Trust

BALANCE SHEET FOR NORTHVILLE TOWNSHIP
MONTH ENDING 10/31/2021

FUND	FISCAL YEAR-TO-DATE 10/31/2020	FISCAL YEAR-TO-DATE 10/31/2021
Fund 101 - GENERAL FUND		
Assets		
ACCOUNTS RECEIVABLE	\$ 1,436	\$ 688
CASH	12,261,134	13,927,367
DUE FROM OTHER FUNDS	13,822	-
INVESTMENTS	40,318	2,540,909
OTHER ASSETS	93,886	74,949
TOTAL Assets	\$ 12,410,596	\$ 16,543,913
Liabilities		
ACCOUNTS PAYABLE	\$ 38,809	\$ 78,788
LIABILITIES - OTHER	(12,087)	1,532,192
TOTAL Liabilities	\$ 26,722	\$ 1,610,980
Ending Fund Balance	\$ 12,383,874	\$ 14,932,933

Special Revenue Funds:

Fund 207 - PUBLIC SAFETY FUND		
Assets		
ACCOUNTS RECEIVABLE	\$ 50	\$ 1,003
CASH	9,272,527	8,346,524
INVESTMENTS	3,517,590	6,338,999
OTHER ASSETS	354,013	250,073
TOTAL Assets	\$ 13,144,180	\$ 14,936,599
Liabilities		
ACCOUNTS PAYABLE	\$ 1,025,038	\$ 164,915
LIABILITIES - OTHER	1,831	13,109
TOTAL Liabilities	\$ 1,026,869	\$ 178,024
Ending Fund Balance	\$ 12,117,311	\$ 14,758,575

Fund 208 - PARKS, RECREATION AND SENIOR SERVICES		
Assets		
ACCOUNTS RECEIVABLE	\$ -	\$ 65,724
CASH	2,520,639	2,695,182
OTHER ASSETS	5,955	-
TOTAL Assets	\$ 2,526,594	\$ 2,760,906
Liabilities		
ACCOUNTS PAYABLE	\$ 52,812	\$ 15,266
LIABILITIES - OTHER	-	-
TOTAL Liabilities	\$ 52,812	\$ 15,266
Ending Fund Balance	\$ 2,473,782	\$ 2,745,640

FUND	FISCAL YEAR-TO-DATE 10/31/2020	FISCAL YEAR-TO-DATE 10/31/2021
Fund 217 - YOUTH ASSISTANCE		
Assets		
CASH	\$ 225,647	\$ 232,923
TOTAL Assets	\$ 225,647	\$ 232,923
Liabilities		
ACCOUNTS PAYABLE	\$ -	\$ 207,301
TOTAL Liabilities	\$ -	\$ 207,301
Ending Fund Balance	\$ 225,647	\$ 25,622
Fund 225 - SHARED SERVICES		
Assets		
CASH	\$ 910,966	\$ 1,642,388
OTHER ASSETS	700	2,449
TOTAL Assets	\$ 911,666	\$ 1,644,837
Liabilities		
ACCOUNTS PAYABLE	\$ -	\$ -
LIABILITIES - OTHER	35,000	36,150
TOTAL Liabilities	\$ 35,000	\$ 36,150
Ending Fund Balance	\$ 876,666	\$ 1,608,687
Debt Service Funds		
Fund 340 - SEVEN MILE & HAGGERTY PROPERTY PURCHASE FUND		
Assets		
CASH	\$ 2,462,477	\$ 3,471,600
OTHER ASSETS	1,907	-
TOTAL Assets	\$ 2,464,384	\$ 3,471,600
Liabilities		
ACCOUNTS PAYABLE	\$ -	\$ -
LIABILITIES - OTHER	-	1,820
TOTAL Liabilities	\$ -	\$ 1,820
Ending Fund Balance	\$ 2,464,384	\$ 3,469,780
Fund 368 - EDENDERRY PAVING SAD FUND		
Assets		
ACCOUNTS RECEIVABLE	\$ 83,323	\$ 63,842
CASH	70,999	46,691
TOTAL Assets	\$ 154,322	\$ 110,533
Liabilities		
LIABILITIES - OTHER	\$ 83,323	\$ 63,842
TOTAL Liabilities	\$ 83,323	\$ 63,842
Ending Fund Balance	\$ 70,999	\$ 46,691

FUND	FISCAL YEAR-TO-DATE 10/31/2020	FISCAL YEAR-TO-DATE 10/31/2021
Fund 371 - LAND AQUITION		
Assets		
CASH	\$ 251	\$ 1
TOTAL Assets	\$ 251	\$ 1
Liabilities		
LIABILITIES - OTHER	\$ 250	\$ -
TOTAL Liabilities	\$ 250	\$ -
Ending Fund Balance	\$ 1	\$ 1
Fund 373 - 2012 REFUNDING DEBT (MUNICIPAL BUILDINGS)		
Assets		
CASH	\$ 488,942	\$ 488,932
TOTAL Assets	\$ 488,942	\$ 488,932
TOTAL Liabilities	\$ -	\$ -
Ending Fund Balance	\$ 488,942	\$ 488,932
Capital Project Funds		
Fund 401 - CAPITAL PROJECTS FUND		
Assets		
ACCOUNTS RECEIVABLE	\$ 46,379	\$ 38,437
CASH	6,158,265	4,864,117
INVESTMENTS	53,219	2,553,816
TOTAL Assets	\$ 6,257,863	\$ 7,456,370
Liabilities		
ACCOUNTS PAYABLE	\$ 10,521	\$ 14,016
LIABILITIES - OTHER	296,470	288,781
TOTAL Liabilities	\$ 306,991	\$ 302,797
Ending Fund Balance	\$ 5,950,872	\$ 7,153,573
Fund 418 - TREE FUND		
Assets		
CASH	\$ 421,951	\$ 434,426
OTHER ASSETS	412	-
TOTAL Assets	\$ 422,363	\$ 434,426
Liabilities		
ACCOUNTS PAYABLE	\$ 200	\$ -
TOTAL Liabilities	\$ 200	\$ -
Ending Fund Balance	\$ 422,163	\$ 434,426

FUND	FISCAL YEAR-TO-DATE 10/31/2020	FISCAL YEAR-TO-DATE 10/31/2021
Enterprise Funds		
Fund 592 - WATER AND SEWER FUND		
Assets		
ACCOUNTS RECEIVABLE	\$ 3,561,145	\$ 2,705,449
CASH	12,973,757	14,677,740
DEFERRED OUTFLOW	808,065	1,299,621
FIXED ASSETS	86,236,313	87,640,087
ACCUMULATED DEPRECIATION	(38,480,141)	(39,202,537)
INVESTMENTS	16,564,584	18,309,517
OTHER ASSETS	25,749,026	26,693,556
TOTAL Assets	\$ 107,412,749	\$ 112,123,433
Liabilities		
ACCOUNTS PAYABLE	\$ 50,615	\$ 624,618
LIABILITIES - SHORT TERM	675,551	861,751
LIABILITIES - LONG TERM	3,864,279	3,600,032
TOTAL Liabilities	\$ 4,590,445	\$ 5,086,401
Ending Net Position	\$ 102,822,304	\$ 107,037,032

Component Units

Fund 556 - BROWNFIELD REDEVELOPMENT AUTHORITY (SEVEN MILE PROPERTY)

Assets		
CASH	\$ 75,000	\$ 77,893
TOTAL Assets	\$ 75,000	\$ 77,893
TOTAL Liabilities	\$ -	\$ -
Ending Fund Balance	\$ 75,000	\$ 77,893

Fund 554 - BROWNFIELD REDEVELOPMENT AUTHORITY (GUN RANGE)

Assets		
CASH	\$ 13,544	\$ 23,374
FIXED ASSETS	-	77,409
TOTAL Assets	\$ 13,544	\$ 100,783
Liabilities		
ACCOUNTS PAYABLE	\$ -	\$ -
LIABILITIES - LONG TERM	-	405,244
TOTAL Liabilities	\$ -	\$ 405,244
Ending Fund Balance	\$ 13,544	\$ (304,461)

FUND	FISCAL YEAR-TO-DATE 10/31/2020	FISCAL YEAR-TO-DATE 10/31/2021
Fund 551 - BROWNFIELD REDEVELOPMENT AUTHORITY (REVOLVING FUND)		
Assets		
CASH	\$ 75,298	\$ 173,681
FIXED ASSETS	422,722	422,722
TOTAL Assets	\$ 498,020	\$ 596,403
Liabilities		
LIABILITIES - OTHER	-	71,357
TOTAL Liabilities	\$ -	\$ 71,357
Ending Fund Balance	\$ 498,020	\$ 525,046

Regular Agenda Items

**CHARTER TOWNSHIP OF NORTHVILLE
RESOLUTION 2021-xyz
NORTHVILLE HIGH SCHOOL GIRLS GOLF
TEAM OF THE YEAR**

2.B

At a regular meeting of the Board of Trustees of the Charter Township of Northville, held on Thursday, November 18th, 2021 at 7:00 p.m. at the Northville Township Hall, the following information was offered:

WHEREAS: Last year, having won the Division 1 State Girls Golf Championship for the third time in school history, the young ladies who comprise the Northville High School Girls Varsity Golf team were yet again tasked with the dubious challenge of repeating as State Champions. Despite the immense pressure of the season and the day, the Mustangs rose to the occasion as the season came to a stunning conclusion at Grand Valley State University on The Meadows course October 15 & 16.

WHEREAS: The team's incredible two-day total 615 (307/308) is a State Finals record. The winning of their fourth straight State Championship ties a lower peninsula record for Girls Golf as this team is the only Division 1 (large school) to ever accomplish this feat. Additionally and notably, they are the only program in Northville High School history to ever win four State Titles in their history, let alone consecutively.

WHEREAS: At the State Finals, Megha Vallabhaneni (senior) was the team's top finisher, earning a third-place finish at the tournament. Her score of -1 (71) on Day 2 of the event was the first under par round by a Mustang at the State Finals. Haesol Park (senior), Samantha Coleman (junior), Meghana Lanka (senior), and Avi Gill (junior) made scoring contributions during the finals. Ally Zuidema (junior) was the team's alternate player for the Finals.

WHEREAS: The Mustags have a very deep well of talent including the other team members Emily Hofner (senior), Brynn Reed (senior), Amber Phull (junior), Sanjna Singhal (junior), Audrey Pelon (sophomore), Ava Lenox (sophomore), Meera Sanker (sophomore), Amelia Deren (freshman), and Sanya Singhal (freshman).

WHEREAS: This township board proudly recognizes each of you as not only incredible individuals but also as key members of a truly remarkable team. This Board also recognizes Coach Christopher Cronin as under his stewardship, he has clearly created an environment whereby this team was free to reach its full potential. Through your collective actions you have created nothing short of a golfing dynasty here in Northville. You are each hereby commended not only your effort and results, but for the dedication you have shown to this sport throughout your lifetimes. You truly represent the best of the best. We know that there are no secrets to success, but rather that your amazing accomplishments are the result of preparation, hard work, and learning from failures which in your cases have served not as deterrents but opportunity for learning and growth. Bravo!

WHEREAS: On behalf of our entire community, the Northville Township Board of Trustees is extremely proud to honor and congratulate you and the Northville High School Varsity Girls Golf Team for your amazing victory. You have represented yourselves, your teammates, your school and your community incredibly well and we thank you for your efforts. You have brought tremendous honor to the entire Northville Community.

NOW, THEREFORE, BE IT RESOLVED: That the Board of Trustees of the Charter Township of Northville congratulate you on your most amazing accomplishment and we offer our sincere congratulations for the job you have done and the honor you have brought to the Northville Community.

AYES: Abbo, Lundberg, Rhines, Frush, Herrmann, Jankowski, Roosen

NAYS: None

RESOLUTION DECLARED ADOPTED:

I, Mark Abbo Supervisor of the Charter Township of Northville, County of Wayne, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution of action approved by the Board of Trustees at their regular meeting held on November 18, 2021 at 44405 Six Mile Road, Northville, Michigan 48168.

Mark Abbo, Supervisor



2.C

BOARD OF TRUSTEES

Mark Abbo, *Supervisor*
Roger Lundberg, *Clerk*
Jason Rhines, *Treasurer*
Scott Frush, *Trustee*
Mindy Herrmann, *Trustee*
Cynthia Jankowski, *Trustee*
Christopher Roosen, *Trustee*

Presentation

November 18, 2021

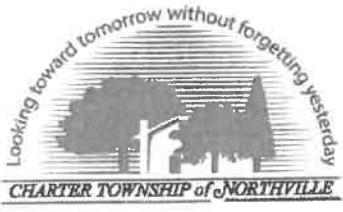
mParks is the professional association representing Parks and Recreation agencies in Michigan. Each year, through the Community Service Awards program, Parks and recreation agencies are invited to nominate partner groups and individuals who they believe deserve recognition.

The mParks Community Service Awards recognize individuals and groups who show outstanding support to public recreation and park programs in their community: friends groups, department volunteers, and advocates.

For 2021 Maybury State Park and Northville Parks and Recreation co-nominated the Northville Township Firefighters Charity Fund to receive the mParks Community Service Award. Below is the nomination narrative that was submitted.

The Northville Township Firefighters Charity Fund is a group of Northville Township Firefighters who spend their off days working, collaborating and fundraising for the Northville Community. The Northville Township Firefighter Charity Fund has been a major supporter to both Northville Parks and Recreation and Maybury State Park. In 2019, specifically, they provided financial support for a number of our programs, including Safety Town (which was used to purchase new updated books, videos, art supplies, etc.), our Daddy/Daughter dance and many other community events! They also contributed to field improvements that enhanced the safety of our users with brand new backstop pads on four baseball fields. Their main accomplishment in 2019 was the joint effort between Maybury State Park, Kiwanis of Northville and the Northville Township Firefighter Charity Fund and their hard work to bring an all-inclusive play structure for kids of all abilities inside the beautiful Maybury State Park. The playground has quickly become a favorite spot for park users. The Firefighters Charity Fund has contributed greatly to programs and park improvements which have made a positive impact on the Northville Community!

2.G.



APPOINTMENT APPLICATION TO TOWNSHIP BOARD, COMMITTEE OR COMMISSION

To assist the Township in making appointments to the various volunteer boards, committees, and commissions, please complete the application, sign and return it to:

**Clerk's Office
Charter Township of Northville
44405 Six Mile Road
Northville, MI 48168-9670**

**Phone: (248)348-5825
FAX: (248)348-9889
Email: clerk@twp.northville.mi.us**

To be appointed to a board, committee or commission seat, you must be a registered voter, a resident of the Township, and you must not be in default to the Township. The term of each board, committee or commission appointment varies and each appointee must be recommended by the Township Supervisor and the appointment is to be approved by the Board of Trustees.

I, Kathryn (Kat) Kempf have lived in the Township for 20 year(s)*
(PRINT NAME)
at 19195 Surrey Lane in Subdivision and/or area Northridge Farms Condo Assoc.
(STREET ADDRESS)
Northville Twp MI 48167 My phone number is (c) 248-374-1285 (w) (retired)
(CITY) (ZIP CODE)
My email address is kkempf2020@yahoo.com

Check the board, committee or commission that you would like to apply for:

<input checked="" type="checkbox"/> Beautification Commission	<input type="checkbox"/> Ethics Board
<input type="checkbox"/> Board of Review	<input type="checkbox"/> Historic District Commission
<input type="checkbox"/> Building Authority	<input type="checkbox"/> Northville Youth Network
<input type="checkbox"/> Building Department Board of Appeals	<input type="checkbox"/> Planning Commission
<input type="checkbox"/> Economic Development Corp/Brownfield Redevelopment Authority	<input type="checkbox"/> Senior Advisory Commission
<input type="checkbox"/> Election Board of Canvassers	<input type="checkbox"/> Zoning Board of Appeals
<input type="checkbox"/>	
<input type="checkbox"/>	

Why are you interested in serving on the board, committee or commissions that you chose?
I am interested in joining the Beautification Commission because I enjoy gardening. Now that I'm retired from teaching, I have time to get involved in extracurricular activities in the community.

Give a brief summary of your educational background:
I possess a Master of Arts in Teaching with a Specialty & Endorsement in Learning Disabilities from Madonna University along with a Bachelor of Science with a K-8 Teaching Endorsement.

Give a brief summary of your employment background:

For the majority of the past 32 years, I have worked as a Special Education Teacher at the high school and elementary levels.

~~For the majority of the past 32 years, I have worked as a Special Education Teacher at the high school and elementary levels.~~

Give a brief summary of your past and/or current civic involvement:

Several years ago, I volunteered for a short-term group that asked for residents' input in how the Township should develop the 7 Mile Road Psychiatric Hospital land. I found this extremely interesting.

What particular expertise would you bring to the particular board, committee or commission that you would like to be appointed?

While I'm not a professional gardener, I do enjoy gardening and am eager to learn more about it. I've always enjoyed seeing the handiwork of the Beautification Commission and would like to become a part of it.

Please list three personal and/or professional references:

- 1) Name Patricia Silva Phone 734-788-2000 cell
 Address 44105 Greenvew City Northville Twp
 Email PSilva216@gmail.com
- 2) Name Shelly Lafferty Phone 734-776-1040 cell
 Address 13211 Karl Drive City Plymouth
 Email dsleno@comcast.net
- 3) Name Ann Dwornick Phone 734-250-0453 cell
 Address 14304 Balsam St City Southgate
 Email dwornick_ann@yahoo.com

I, Kathryn Kempf hereby affirm that the above information is true and complete to the best of my knowledge and belief.

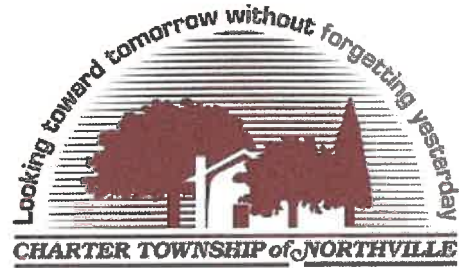
Date: 10/15/2021

Applications are forwarded to the Supervisor and the Board of Trustees and are kept on file for three years. If you have not been appointed in that period, you will need to re-apply.

*Minimum residency of one (1) year required for Ethics Board

5A

Board of Trustees Request for Action				
Meeting Date:	November 18, 2021			
Agenda Item:	Mill Ridge PUD Amendment #5			
Department:	Public Services			
Support & Background Information:	Robertson Brothers is requesting to allow up to 20 of the remaining 40 detached units to have an option of a cape-cod floor plan. The review letter for the planning commission and the meeting minutes are provided for reference. The document has been approved by the township attorney and is ready for the township to execute.			
Budget Impact:	None			
Suggested Motion:	To approve the 5th amendment to the PUD Agreement to allow up to 20 of the remaining 40 units to be cape-cod floor plans, as recommended by the planning commission, and authorize the township supervisor and clerk to sign the amendment. The applicant shall record the signed amendment and provide a recorded copy to the township prior to site plan approval.			
BOT Comments/Questions:				
Follow-up:	M/S	BOARD MEMBER	YES	NO
		Abbo		
		Lundberg		
		Rhines		
		Frush		
		Herrmann		
		Jankowski		
		Roosen		



Department of Public Services
Building • Engineering • Planning • Water & Sewer

MEMORANDUM

To: Planning Commission
From: Jennifer Frey, Township Planner
Date: August 13, 2021
Subject: Mill Ridge PUD Amendment

Robertson Brothers is requesting an amendment to the PUD agreement to allow the option of Cape Cod floor plans for the detached units where ranch units were approved. The applicant states buyers are asking for this option to accommodate guests and older children. The review by the township attorney is provided separately.

The original project was duplex units with one unit being a ranch and the other a Cape Cod. Based on slow sales of the Cape Cod floor plan, Robertson requested a change to detached ranch units. This request is to allow Cape Cod floor plans in addition to the ranch plans, for the remaining detached units. The total square footage for the Cape Cod floor plans is below the maximum unit size permitted.

The changes to the roof line for each elevation is provided. It appears the height of the roof will increase in order to accommodate the 2nd floor. The applicant shall verify the overall building height does not exceed 35'

I will be available at the 8-31-2021 meeting to answer any questions.

**CHARTER TOWNSHIP OF NORTHVILLE
PLANNING COMMISSION
August 31, 2021**

DATE: August 31, 2021
TIME: 7:00 PM
PLACE: Township Hall

APPROVED: September 28, 2021

CALL TO ORDER: The meeting was called to order by Chair Zawodny at 7:07 p.m.

ROLL CALL:

Present: Eric Lark (arrived 7:11 pm)
Edward McCall
Jane Watson
Matthew Wilk
Gary Yang
Tim Zawodny

Excused: Mindy Herrmann

Staff: Jennifer Frey, Township Planner
Robert Belair, Director of Public Services

APPROVAL OF MINUTES: Planning Commission – July 27, 2021

MOTION by Wilk, support by Yang, to approve the July 27, 2021 Planning Commission meeting minutes as presented.

Motion approved unanimously.

CORRESPONDENCE:

- Ken Miller, 17228 Princeton Lane, Northville, re Agenda Item 1, opposed request for Cape Cod style homes, as one would be located next door to his home, and the new style would encourage families with children to move into the development.
- Bill and Terry Leaga, 17097 Garden Ridge Lane, Northville, re Agenda Item 1, expressed concerns regarding Agenda Item 1, including ongoing issues on development site.

BRIEF PUBLIC COMMENTS:

Mary Lou Posa, 20560 Wintergreen Circle, urged the Commission to give serious consideration to community, resident, and resident's legal counsel comments provided at the June 29, 2021 Planning Commission meeting, when the Commission heard the request for a special land use for Meadowbrook Country Club's proposed maintenance facility expansion. Residents are available to answer any questions the Commission might

have, and Commissioners are encouraged to visit the site to see the significant impact the expansion would have on their neighborhood.

NEW BUSINESS:

Public Hearing

1. PPUDA21-0002

Representative:

Owner:

Location:

Request:

Action:

Mill Ridge – PUD Amendment

Jim Clarke – Robertson Brothers Homes

Robertson Brothers Homes

49800 6 Mile Rd. (north of 6 Mile, west of Ridge)

To allow Cape Cod floor plans in addition to the ranch units

Recommend to Board of Trustees

Referencing her August 13, 2021 memorandum, Township Planner Frey explained that Robertson Brothers is requesting an amendment to the PUD agreement to allow the option of Cape Cod floor plans for the detached units where ranch units were approved. The applicant states buyers are asking for this option to accommodate guests and older children.

The original project was for duplex units, with one unit being a ranch and the other a Cape Cod. Based on slow sales of the Cape Cod floor plan, Robertson Brothers requested a change to detached ranch units. Tonight's request is to allow Cape Cod floor plans in addition to the ranch plans for the remaining detached units. The total square footage for the Cape Cod floor plans is below the maximum unit size permitted.

Changes to the roof line for each elevation is provided; it appears the height of the roof will increase in order to accommodate the 2nd floor. The applicant should verify that the overall building height does not exceed 35 feet.

Township Planner Frey outlined the history of this development, which was first approved as all duplexes. After the first duplexes were built, Robertson Brothers asked to build the remaining homes as detached units. Tonight's request was to modify the floor plan allowances for the detached homes.

Jim Clarke, Robertson Brothers Homes, 69095 Telegraph Road, Bloomfield Hills, was present on behalf of this application for PUD amendment.

Mr. Clarke made the following points:

- This project had been originally approved for 82 units in a duplex configuration.
- Based on the fact that Cape Cod style units in the duplex configuration were not selling, while the duplex ranch units were selling, Robertson Brothers returned to the Planning Commission and asked to change the plan to ranch style detached homes.
- Robertson Brothers was before the Commission this evening because they now had some buyers that would like to provide bedrooms for adult children in upstairs space, as opposed to basement living.
- Robertson Brothers was not requesting any changes to setbacks or foundation sizes. The proposed new option mirrored or closely mirrored the approved

elevations with the exception of a 4' to 5' rise in roof height to accommodate the 2nd floor, which would result in a 28' to 29' height, which was 6' below the allowed 35' height.

- The project started in 2018, with 33 homes sold to date. There were 3 spec homes under construction and one model home – all ranches, leaving 40 homes left to be built.
- When the project changed to detached ranches, the density decreased from 82 to 77 homes.
- Since the original agreement said that no more than half the units could be 1.5-story homes, Robertson Brothers was requesting that of the 40 remaining homes, a maximum of 20 homes be allowed to be Cape Cod style. They believed the actual capture rate would be 5-10 Cape Cod homes.
- Robertson Brothers was seeking to complete this project and exit the homeowners' neighborhood.
- Robertson Brothers was currently subsidizing the Homeowners' Association.
- Robertson Brothers had completed the purchase of the property and put in all the infrastructure. They were constructing the amenities including the rain garden and bocce ball court. They had finished half the center park, and upsized all the landscape material. While the project was successful for the homes that were sold, with buyers optioning up, Robertson Brothers needs to sell the rest of the homes and complete the development.
- Robertson Brothers was asking for a 4' – 5' roof height increase in order to accommodate some occasional buyers that wanted 2nd floor guest bedrooms. The 1st floor would remain the same.
- Robertson Brothers had a ZOOM meeting with the neighborhood on August 25 to update current residents regarding this change. A resident concern was raised that families with children would purchase the Cape Cod homes, changing the character of the neighborhood. While there was no prohibition regarding families with children, this development had restricted common areas, no playgrounds, and was not family friendly. Robertson Brothers did not get families with children seeking Mill Ridge homes. However, owners in their 50's did have adult children coming home from college, for instance, and these buyers would like to have bedroom space upstairs.
- The square footage for the Cape Cod homes would be somewhat more than 2400 square feet, less than the 2588 square foot maximum allowed.

In response to questions from the Commission, Mr. Clarke gave the following information:

- The ranch homes were 1834 square feet with an option to finish the basement; the Cape Cod home would be approximately 2430 square feet. Maximum square footage allowed is 2586 square feet.
- The roof trusses would be elevated to accommodate a 2nd story stairway, bedroom, bathroom and loft.
- The character and original intent of this development would not be compromised by this change, as the original plans envisioned Cape Cod style homes within the duplex configuration.
- Out of the 77 approved dwelling units, 8 were currently Cape Cod duplex units. If 20 Cape Cod units were permitted among the single family homes, 28 total Cape

Cod homes would be allowed, although Mr. Clarke did not think more than 10, or 18 total, would be built. Of the single family detached homes, approximately one third could be Cape Cod style if this request was approved.

- The duplex units that were Cape Cod units had two bedrooms.
- The new detached Cape Cod homes would have one bedroom upstairs with a loft that could be converted to a 2nd bedroom, a master bedroom on the first floor, along with a first floor den that could also be converted to a bedroom. The current ranch home had 2 bedrooms plus den.
- Robertson Brothers would build to the market; they anticipated 10-14 detached homes could possibly be Cape Cod style.
- The goal of the request for amendment is to help complete the development.
- The HOA agreement does not mandate number or type of units.
- The HOA is currently controlled and funded by Robertson Brothers, with a homeowner Advisory Board.
- Robertson Brothers talked to the Advisory Board regarding this request. No letters in support or nonsupport from the Advisory Board had been received, though some residents were present this evening and would probably be commenting on the proposal.
- The third-party manager for this development had received comment from one homeowner who was concerned that the change would encourage families with school-age children, including outdoor play items such as swing sets. However, as already described, the condo documents were very restrictive. Robertson Brothers had experience constructing adult active communities, including providing a "lock, load, and leave" environment. The yards were unusable as private spaces. While Mill Ridge did not age-restrict ownership, the property was developed in specific ways in order to target active adults and seniors.
- Robertson Brothers was not changing the buying profile or targeted demographic. Their experience showed that families did not purchase in developments where the yards could not be used.
- The front dormer windows in the new design are decorative; nothing is actually in that space. There were window wells on each side of the 2nd story for the bedrooms.
- In response to comments that the renderings showed the roof height raised without adjustment to the dormer or gable size, causing the new design to appear out of proportion, Mr. Clarke said the 4'-5' height raise was across 60 feet of depth. They would work on proportionality of design. The roof height will change the pitch somewhat in order to avoid clipped upper floor ceilings.
- Having varied rooflines in a subdivision provides varied interest.
- Under the original approval with all duplexes, 41 Cape Cod style units would have been constructed.
- Robertson Brothers felt that they have been a responsible developer for the past four years, doing whatever they could to finish the project. Tonight they were asking to provide an option that was originally approved but not currently available.

The Commission discussed the appearance of the Cape Cod elevations. Right now Robertson Brothers was showing a single window on a large expansive wall. Mr. Clarke

said that double windows were an option; they could work to improve the exterior elevation appearance by improving proportion, providing double windows, etc.

Commissioner Watson emphasized that during the first amendment review, the Commission had tried on behalf of current homeowners and the project as a whole to create a seamless transition between the different resultant phases of this development. That effort needed to continue and the developer needed to demonstrate how the new option would support harmonious development.

Mr. Clarke reiterated that the original approval would have allowed 41 Cape Cod style units. The proposed option would be similar in appearance to the ranch style homes.

In response to questions from the Commission, Township Planner Frey explained that from a zoning standpoint, the PUD option for *Adult Active Community* requires a first floor master bedroom; this was the primary driver of the floor plan.

Chair Zawodny noted that originally the duplexes, with Cape Cod homes next to ranch homes, had provided attractive roofline variations.

Chair Zawodny opened the public hearing at 7:39 p.m.

- Marlene Klimecki, 17290 Garden Ridge Lane (Lot 43), said her property will back up to the new phase. Was there any way to restrict the Cape Cod homes to the back side of the development, where they would not be so noticeable and would not dwarf the existing units #43 and #44? Also, she wondered why a significant amount of fill and boulders had been brought in to the development.
- Terry Leaga, 17097 Garden Ridge Lane, referenced her 8/27/2021 letter, which described the current state of the development, and she read the last paragraph of her letter: *While we anticipate approval of this request to assure more land use and property tax revenue for the City, we would appreciate a temporary delay in approving this request until the issues discussed above are addressed with current homeowners and the builder. At this point in time a new meeting has been scheduled for September 8th.*

Ms. Leaga explained that her property was part of Phase 1, where cleanup and completion no longer seemed to be a priority. While they had 2 members on the Advisory Board, those members felt nothing was being shared with them. There were many issues to be addressed, including:

- The area on the site plan that shows a lovely park is actually full of weeds and dirt and is unfinished.
- A porta john had been placed on the cul-de-sac across from a constructed and sold home. The door was always open and workers used the porta john without closing the door. Existing homeowners had asked repeatedly to have the porta john moved.

- There were enormous piles of dirt behind their home for months, due to 2 basements that had been dug out. They had asked for the dirt to be graded; this had not been done.
- Improvements were being made to the area where the detached units were being constructed, while their area was being ignored. They were without a park, the pergola, and the bocce ball park, all promised as part of the amenities for this development.
- Landscaping has not been maintained. There had been dead evergreens in their yard for 3 years; when they were finally removed they were simply cut off, but the stumps remain.
- There was real concern that Robertson Brothers will complete the 3rd phase and then be gone, without addressing the issues of phase 1 owners. Their homes had been purchased for half a million dollars, and they would like to see the development finished and the homeowners protected. Mill Ridge should live up to the standard of other beautiful neighborhoods in Northville.

Ms. Leaga said they had no problem with adding Cape Cod detached homes to the development as long as they fit in, especially as Cape Cod units were planned from the beginning. Their biggest concern was whether the rules would change, so that new buyers would have different rules than the original buyers.

In response to questions from the Commission, Township Planner Frey said the PUD did not address timeline for completion. Prior to the Homeowners Association taking over, the Township completes an inspection. At that point the developer replaces any landscaping that is dead or dying, puts down new mulch, weeds, etc., so that there is no remaining punch list for the landscaping. The Adult Active PUD had certain requirements regarding floor plans, as well as requirements for open space. The PUD concept plan is an exhibit to the PUD Agreement, and any time the developer wanted to change that, they had to go through the PUD process. There was no hard completion time required. However, the Township did have financial assurances of completion, including site construction, road, utilities, landscaping, etc., which could be used should Robertson Brothers not be able to complete the development.

Ms. Leaga said that during their first year they were told the park would be done. They also received a letter the 2nd year about the park completion. Then several months ago they received another letter saying the park was going to be started. The back part was sodded but now work on the park had stopped.

Commissioner McCall asked Ms. Leaga to look into the condominium deeds and restrictions/bylaws to see if there was a timeline for completion or construction cleanup.

- Alfred Eger, 17154 Garden Ridge Lane, asked if the 3 spec homes mentioned earlier had a timeline for completion and whether they would be ranch or Cape Cod homes. He said that as condo owners they would like the project to be successful for Robertson Brothers and existing and new residents. He was pleased Robertson Brothers was investing in phases 2 and 3, and supported their request to add purchase

options for new buyers such as the Cape Cod style. He encouraged Robertson Brothers to keep the curb appeal attractive for new buyers as they entered the development.

Seeing that no other public indicated they wished to speak, the following motion was made:

MOTION by Wilk, support by McCall, to close the public hearing at 8:01 pm.

Motion carried unanimously.

Chair Zawodny invited Mr. Clarke to address concerns brought out in the public hearing.

Mr. Clark addressed the following issues:

- Robertson Brothers was not interested in additional limitations, such as keeping Cape Cod construction to the back of the development.
- Every issue the homeowners had was the result of this project moving very slowly, resulting in the homeowners living in a construction zone for 4 years. Issues will be resolved, including landscape maintenance. Right now Robertson Brothers was \$70,000 out of pocket to keep all the association landscaping going.
- This construction site will only get better when Robertson Brothers can get out. Mr. Clarke had met with the homeowners every year and communicated that Robertson Brothers could not finish the center section while homes backing up to it were being built. They had to manage this construction site appropriately.
- All the spec homes and homes sold thus far are ranch homes.
- Robertson Brothers was considering constructing unit 49 at the entrance so that the entrance landscaping can be complete.
- The fill and boulders on the site were being used to construct the rain garden between units #88 and #87.

Mr. Clarke emphasized that while he was willing to address Association issues, those issues are separate from tonight's request.

Commissioner Wilk suggested that Robertson Brothers develop a website that tracked progress, showing the residents what is and isn't being done, and provide a timeline for completion. While the nuisance and blight ordinance could be used to enforce against the development, at this point better communication might best serve the community. Commissioner Yang agreed.

In response to questions from Commissioner Wilk, Mr. Clarke said that at 75% completion, homeowners became members of the HOA Board. At 90% completion homeowners are in control of the Board.

Mr. Clarke emphasized that this was not a failed development. People driving through the development find it to be beautiful.

Mr. Clarke said he would commit to better communication, although in some cases the communication was not what the residents wanted to hear.

Commissioner Watson made the following points:

- She had driven the property, and noted that Phase 1 is not polished or finished. At the last PUD amendment discussion the Commission had emphasized the importance of finishing the drive and making sure the appearance was attractive as someone came into the property. There was also extensive discussion regarding the flow of the different units through the property. The lack of improvement was disappointing.
- The Cape Cod appeared to be a 2-story home that the developer was calling 1.5 stories, and looked awkward, although she acknowledged that Mr. Clarke had offered to modify the elevation.
- She favored a postponement for this application.

Mr. Clarke pointed out that Phase 1 did not look finished because it was 50% incomplete. Again, this property still showed as a construction site after 4 years. Robertson Brothers was trying to do those things that would enable the project to be completed. He asked that they be allowed to move forward with tonight's request.

The Commission discussed the best course of action to take. There seemed to be general agreement to allow the Cape Cod detached homes. The elevations remained problematic, but those could be reviewed during site plan review. The issue of communication with the existing homeowners should also be addressed.

Chair Zawodny said that when this project first came before the Commission, there was significant conversation regarding the duplex project, including desire for diversity of scale provided by the ranch and Cape Cod options. The change requested this evening could be a good thing in terms of similar aesthetics and help move the project forward to completion.

Chair Zawodny said he continued to support the development as a welcome addition to Northville, and appreciated the financial difficulties of a project taking this long to complete, and the barriers to completion over the last 2 years of the pandemic. The landscaping did need to be maintained, however, as landscaping reflects a finished environment for the homeowners who have invested in this community.

The consensus of the Commission was to recommend approval of the PUD Amendment request to the Board, understanding that the elevations were not being approved this evening, and the following motion was offered, with conditions based on tonight's discussion:

MOTION by Wilk, support by McCall, to recommend approval of PUD Amendment PPUDA21-0002, 49800 6 Mile Rd, Mill Ridge, to the Board of Trustees, in order to allow Cape Cod floor plans in addition to the ranch units, with the following conditions:

- No more than 20 Cape Cod detached single family units be constructed.

- A meeting between developer and minority members of the Homeowners Association take place prior to Board of Trustees action, to discuss issues brought out in tonight's meeting, and information be provided to the Board regarding that discussion.

Motion discussion:

The Board discussed whether to made the meeting (referenced tonight as scheduled for September 8) between the developer and the homeowners a condition of the motion. Chair Zawodny believed the meeting should take place, as the Commission felt strongly communication between homeowners and developer should improve. Not to reference the September 8 meeting would allow an approval to go through without clarification of issues brought forward during the public hearing this evening.

Mr. Clarke pointed out that the issue this evening is whether or not to allow Cape Cod detached units. The issues between the HOA and the developer were entirely separate, although he was committing to meeting with the homeowners as he had done in the past, providing answers to their questions, and working things out to the best of his ability.

The Commission acknowledged Mr. Clarke's comments, but felt the motion should stand.

Roll call vote: Ayes: Lark, McCall, Watson, Wilk, Yang, Zawodny

Nays: None

Motion approved 6-0.

2. PSPA21-0001

Village at Northville Lofts – Site Plan Amendment

Representative:	Ken Bullis, Edward Rose Development Company, LLC John Ackerman, Atwell Group
Owner:	Village at Northville Lofts, LLC
Location:	47500 5 Mile Rd. (north of 5 Mile, west of Beck)
Request:	Modifications to building, landscape & amenities
Action:	Approve, Approve with Conditions, Postpone, Deny

Referencing her August 13, 2021 memorandum, Township Planner Frey explained that Edward Rose Company is the new developer/owner for the Village at Northville Lofts project. Edward Rose was proposing modifications to the building elevations, building materials, foundation plantings and amenities and plantings within the two courtyards. There are no changes to the number of units, building footprint, parking spaces or landscape beyond the building foundation.

As summarized by the applicant, Edward Rose is seeking to:

- Change the pitched roof to flat roof
- Increase height of the masonry at selected locations
- Change portions of the lap siding to fiber cement panels
- Change all stone to brick
- Replace roof mounted AC with units systems (VTAC grills are shown in renderings)

- Modify color scheme
- Remove 95 total shrubs from interior of the site
- Modify the courtyard amenities and review the landscape

Regarding the amount of masonry, the percentage of masonry on the east and north elevations will stay the same. On the west and south the percentage of masonry will increase slightly, from 70% to 74% on the west, and from 71% to 74% on the south.

With the reduction of 95 shrubs this plan is still well over the minimum ordinance requirement and what would be expected for this project.

Members of the development team present this evening included:

- Ken Bullis, Edward Rose Development Company, 38525 Woodward Avenue, Bloomfield Hills.
- Steve Henry, Architect, Edward Rose Development Company
- John Ackerman, Civil Engineer, Atwell , Southfield, MI
- Felino A. Pascual, Landscape Architect, FPA, 24333 Orchard Lake Rd., Suite G, Farmington Hills

Concepts brought forward by the development team included:

- Edward Rose purchases, builds and keep their properties. Ease of maintenance was critical.
- Target demographic: young professionals
- Replace roof mounted AC with units systems, such as VTAC grills
- Sight lighting was not changing from the original
- Building foundation plantings and courtyard amenity plan/plantings changed.
- Building foundation plantings utilized a more formal design, with evergreen and yew hedges, complemented with flowering shrubs, perennials and ornamental grasses.
- The courtyard had been redesigned, eliminating the outdoor kitchen and bocce court, and creating 3 areas: lounge area, central focus, and community fireplace, separated with landscaping to create intimate space.
- The southern area has the pool, pergola, and outdoor patio area.

It came out in discussion that Edward Rose had not fully understood/integrated the history of this project, and their side-by-side renderings did not show the most recent site plan approved in October 2019, with final drawings approved administratively in December 2019, although the accurate approved plans and drawings were actually in the packets. As discussion continued, the Commission expressed support for some components of the proposed changes and noted similarities in direction and design between the proposed changes and the 2019 approvals, but also expressed preference for some components of the October 2019 approved plans over tonight's proposal. The comments from October 2019 needed to be studied and incorporated. The Commission suggested that action be postponed to allow the applicants time to reconcile their presentation with the 2019 approved plans.

The Commission gave direction to the developers as follows:

- The approved plans reflected attention given to the eastern elevation as well as added tower elements. No eastern elevation was provided this evening; this should be done.
- Provide an accurate side by side comparison with the last approval.
- The Commission felt that some elements of the original courtyards were preferred. They could, however, support the elimination of the outdoor kitchen, elimination of the bocce court, and the change to a shallower swim pool (3'-4' throughout), although the original pool design was preferred.
- Review discussion of architectural and landscape discussion from the October 15, 2019 work meeting and the October 29, 2019 regular meeting. Requested changes to approved design elements should reference the October 2019 meeting discussions and approved plans, with justification provided for requested changes.
- Chair Zawodny and Commissioner Lark thought the previous designs were stronger regarding the patios, courtyards, and balcony design.
- Provide elevations that showed brick returns, etc. Pay attention to previous discussion regarding colors and how the colors are positioned on the building and how the windows play off the building.
- Review proposed materials against Section 33.6 of the Ordinance.
- Provide enlarged details of how materials will meet each other, such as how the masonry meets the panel above it, and how the wall meets the roof.
- Commission Watson liked the new proposed color palette and brick material.

Mr. Bullis apologized for their inaccurate side-by-side depictions, and said they would return with a new presentation that acknowledges and understands the 2019 approvals. Again, the target demographic for this development is young professionals.

MOTION by Watson, support by Yang, to postpone to a future date PSPA21-0001, 47500 5 Mile Rd., Village at Northville Lofts – Site Plan Amendment, to give the applicants time to incorporate the October 2019 approved plans for this project as discussed this evening.

Roll call vote: Ayes: Lark, McCall, Watson, Wilk, Yang, Zawodny

Nays: None

Motion approved 6-1.

1. 2022 – 2027 (CIP)	Capital Improvement Plan – Charter Township of Northville
Representative:	Bob Belair, Director of Public Services
Request:	Adoption of Capital Improvement Plan
Action:	Adopt 2022 – 2027 Capital Improvement Plan

Referring to the 2022-2027 Capital Improvement Plan document, Public Services Director Belair explained that the Michigan Planning Enabling Act required that the Planning Commission review and adopt the 5-year Capital Improvement Plan (CIP) before it went to the Township Board, which would then use the CIP as part of its budget discussions and

process. The CIP was a fluid document, with some things deleted, others added or moved, from the previous 5-year program. The CIP was not a budget, but a tool to assist the Board in its budgeting process.

Commissioner Lark asked that in the future the CIP highlight new requests going forward.

Public Services Director Belair highlighted completed projects for 2020 – 2021 as follows:

- Fire Station improvements: replaced hose tower roof, removed inground exhaust system for the apparatus bays and installed above grade exhaust system, resurfaced floor with epoxy coating, HVAC improvements, redoing parking lot later this summer.
- Public Safety Building: miscellaneous replacement and repairs, including storage shelving, doors, landscaping. Township embarking on year-long study of the Public Safety Building in terms of long-term use, comparing retrofitting the building with needed upgrades vs. building a new facility.
- Township Hall: Upgrades include HVAC improvements, LED lights, plumbing improvements and general upkeep items.
- Water and Sewer building: Garage expansion tabled to 2022. Doors replaced. Major renovation proposed for 2023. Tower repainted.
- Clement Road water main improvement.
- Sanitary Sewer annual maintenance program completed.
- Parks, ball fields improvements.
- Body cameras purchased for Police personnel via grants.

Upcoming projects

- New water tower design approved, proposed for Legacy Park at 7 Mile/Haggerty.
- Existing water tower cleaned and recoated.
- Legacy Park: Demolition of remaining 11 buildings including asbestos removal.
- Construct pathways as listed in the CIP document. Looking for grant funding whenever possible.
- Township website being redesigned.
- All four Township facilities to be connected via a fiber network.
- Township hall maintenance, including carpet replacement, painting, replacing furniture.
- Major renovation of Public Safety Building or construct a new facility

Commission discussion included:

- The Commission discussed the role of the Planning Commission in adopting the Capital Improvements Plan, as the Commission did not provide input to the document during its preparation.
- Commissioner Wilk said he did not normally vote to adopt anything when he had not been part of the process or which did not necessarily reflect his priorities. He noted that the Enabling Act required adoption by the Planning Commission unless the Charter provided otherwise. It might be wise to pursue "the Charter providing otherwise," since the Board of Trustees looked at all the details regarding the CIP and had the background information regarding the items included in it, whereas the Planning Commission did not.

- The Commission discussed sidewalk and pathway priorities as listed in the CIP document. Director of Public Services Belair explained that the sidewalk and pathway projects as listed were in some regards placeholders – as the Pathways Committee made recommendations, the items would change.
 - Commissioner McCall emphasized that pathway priorities should be given to those main roads and streets and didn't have any pathways on either side of the road, such as 6 Mile Road between Willow Ridge Drive and Northville Road. On the other hand, Item 8 of the CIP listed completing a portion on 8 Mile Road between Silver Springs Drive to Spring Lane. While Northville Township did not have a pathway on this section of 8 Mile, there was a sidewalk on the Novi side.
 - Commissioner Yang noted there was no pathway from Spring Lane to Beacon Square on 8 Mile Road.
 - Township Planner Frey gave some background to the history of sidewalk and pathway development in the Township. There was a time when sidewalks were not desired in this rural area. Also, there were differences in accessibility standards for sidewalks and pathways, and differences in regulations between County and Township roads.
 - Public Works Director Belair said he would bring the Commission's comments to the Pathways Committee.
- Commissioner Yang asked if American Rescue Plan Act funds would be used for infrastructure improvements. Public Works Director said that was still being pursued. The Township looked for funding from every possible source.
- The Commission discussed Item #16 in the CIP: Skate Park. Public Works Director Belair said this project was being funded by several large donations; grant opportunities were being sought as well. Commissioner Wilk said this was one instance in which it would be helpful to have more information: why was this in the CIP at all and not completely privately funded, for instance?
- Commissioner McCall asked that any public safety or other vehicles owned by the Township be Detroit products.

Commissioner Lark said that based on the ethics policy distributed this evening, because his law firm was representing the estate of Dominic Duhn, and since he was friends with the Duhn family who were supporting the skate park, he would abstain from voting on the CIP this evening, which included the skate park item.

MOTION by Yang, support by Watson, that the Planning Commission adopt the 2022-2027 Capital Improvements Plan as presented.

Roll call vote: Ayes: Watson, Wilk, Yang, Zawodny

 Nays: McCall

 Abstain: Lark

Motion carried 4-1-1.

OTHER BUSINESS: None.

DEPARTMENT REPORTS:

Jennifer Frey, Township Planner

Commissioners were asked to sign their copy of the Ethics Policy.

Robert Belair, Director of Public Services

None

Eric Lark, Zoning Board of Appeals

- August 18 meeting summary. Use variance request was tabled at the request of the applicant since one board member was absent, and the applicant wanted a full board present.

EXTENDED PUBLIC COMMENTS:

Linda Malec, 20557 Wintergreen Circle, commented on the following:

- Needed improvements to website use; items of interest to residents were not always easy to find, such as information about the Township parks, maps, and community information.
- She agreed with comments made earlier about sidewalk priorities. She especially agreed that the 8 Mile pathway should be extended to Beacon.
- The timing of the traffic light at the 8 Mile/Meadowbrook intersection was unsafe, with the light for traffic going eastbound longer than the light for traffic going westbound, resulting in driver confusion.
- Cell phone infrastructure was badly needed in the Quail Ridge and Silver Springs area. In her case, AT&T often provided no service in her home, for instance. There was no fiberoptics connection to her neighborhood.
- Emergency response times to her neighborhood were slow, due to street configuration and traffic issues. Again, infrastructure improvements were needed.

ADJOURNMENT:

Motion by Wilk, support by McCall, to adjourn the meeting at 10:45 pm.

Motion approved unanimously

5.B

**Board of Trustees
Request for Action**

Meeting Date:	11/18/2021
Agenda Item:	Fire Headquarters Flooring Project
Department:	Department of Public Services- Facilities Management Division
Support & Background Information:	<p>Since the construction of the Fire Headquarters back in 2004, many of the finishes have not been replaced, including much of the flooring throughout the east and west sections of the building.</p> <p>This project will include the installation of a mix of new flooring including vinyl tile, carpet tile, and walk-off carpet. The product proposed is manufactured by Interface, a leader in commercial flooring. Not only is this flooring designed to reduce and eliminate hazardous substances and life cycle impacts, but the flooring also meets the highest standards for indoor air quality. Lastly, all flooring products proposed will come with a 15-year warranty to protect against potential manufacture defects.</p> <p>Staff from both public safety and facilities management met with designers and formulated the proposed project scope. We are currently leveraging the GSA (General Services Administration) cooperative purchasing agreement to ensure the Township gets the very best pricing available.</p> <p>If approved, we are looking at a project completion date of December 2021. Total cost for this project is \$24,744. The product information, layouts, and the GSA paperwork are included in the packet for more detailed information.</p>
Budget Impact:	None, funds have been appropriated and budgeted for this expenditure. Building Improvements (207-336-976.001)
Suggested Motion:	Motion to award \$24,744.46 to Carpet Workroom using the GSA cooperative purchasing agreement, to provide and install new flooring at Fire Headquarters from budgeted funds.
BOT Comments/Questions:	

Follow-up:	M/S	BOARD MEMBER	YES	NO
		Abbo		
		Lundberg		
		Rhines		
		Frush		
		Herrmann		
		Jankowski		
		Roosen		



Aerial Collection

Interface®

Aerial™ Collection

A view from above gives us the unique opportunity to witness connectivity. The web of connections fascinates and assures us. In Aerial, a simple neutral palette travels new paths when several hues are tangled together for each colorway. The way the shades shift in seemingly endless movements from one tile to the next is provocative and stirs attention.

The construction of AE310, the 50cm tile, recalls the warp and weft of a hand-woven textile. AE312 adds strands of color to light up that texture, while AE311, the 25cm x 1m skinny plank, moves in a more painterly way, like brush strokes across the floor. The three formats fit together effortlessly, creating a network of design possibilities to trace and discover.



PRODUCT AE311 | COLOR 104672 GREIGE | INSTALLED ASHLAR





PRODUCT AE310 COLORS 104621 MIST, 104625 GREIGE,
104628 INK INSTALLED PATTERN BY TILE

AE310 Colorline



104621 MIST



104622 FOG



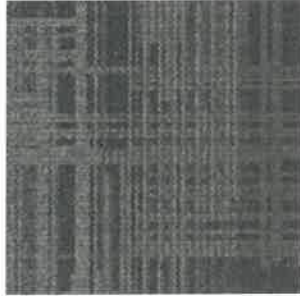
104623 TAUPE



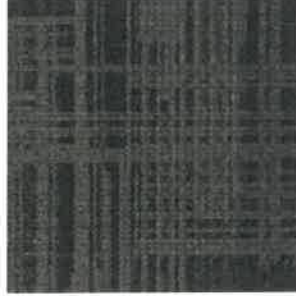
104624 CHESTNUT



104625 GREIGE



104626 IRON



104627 SMOKE



104628 INK

Specifications **i2**

Modular, 50 cm x 50 cm	1388202500
Backing System	GlasBac® Tile
Yarn Manufacturer	Aquafil
Yarn System	100% Recycled Content Type 6 Nylon
Color System	100% Solution Dyed
Construction	Tufted Texture Loop
Preservative Protection	Intersept®
Soil/Stain Protection	Protekt ² ®
Pile Thickness	0.100 in., 2.5 mm
Pile Density	5,760
Total Recycled Content	61%
Indoor Air Quality	CRI Green Label Plus #GLP0820



NON-DIRECTIONAL



PRODUCT AE310 COLOR 104627 SMOKE INSTALLED NON DIRECTIONAL

AE311 Colorline



104668 MIST



104669 FOG



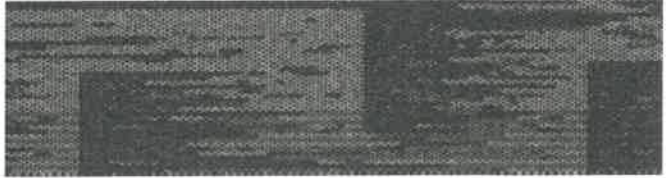
104670 TAUPE



104671 CHESTNUT



104672 GREIGE



104673 IRON



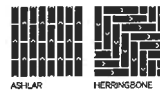
104674 SMOKE



104675 INK

Specifications **i2**

Modular, 25 cm x 1 m	138830AK00
Backing System	GlasBac® Tile
Yarn Manufacturer	Aquafil
Yarn System	100% Recycled Content Type 6 Nylon
Color System	100% Solution Dyed
Construction	Tufted Textured Loop
Preservative Protection	Intersept®
Soil/Stain Protection	Protekt2®
Pile Thickness	0.097 in., 2.5 mm
Pile Density	5,567
Total Recycled Content	61%
Indoor Air Quality	CRI Green Label Plus #GLP0820





PRODUCT AE311 COLOR 104669 FOG INSTALLED HERRINGBONE

AE312 Colorline



105405 MIST/ACCENT



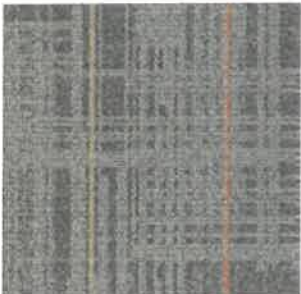
105406 FOG/ACCENT



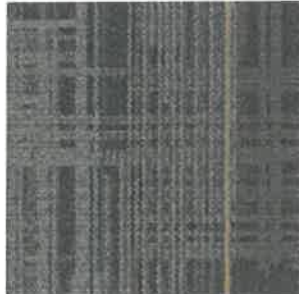
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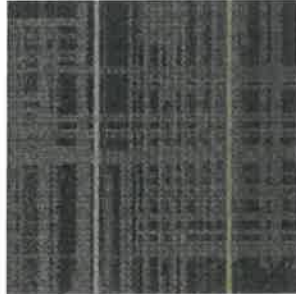
105408 CHESTNUT/ACCENT



105409 GREIGE/ACCENT



105410 IRON/ACCENT



105411 SMOKE/ACCENT

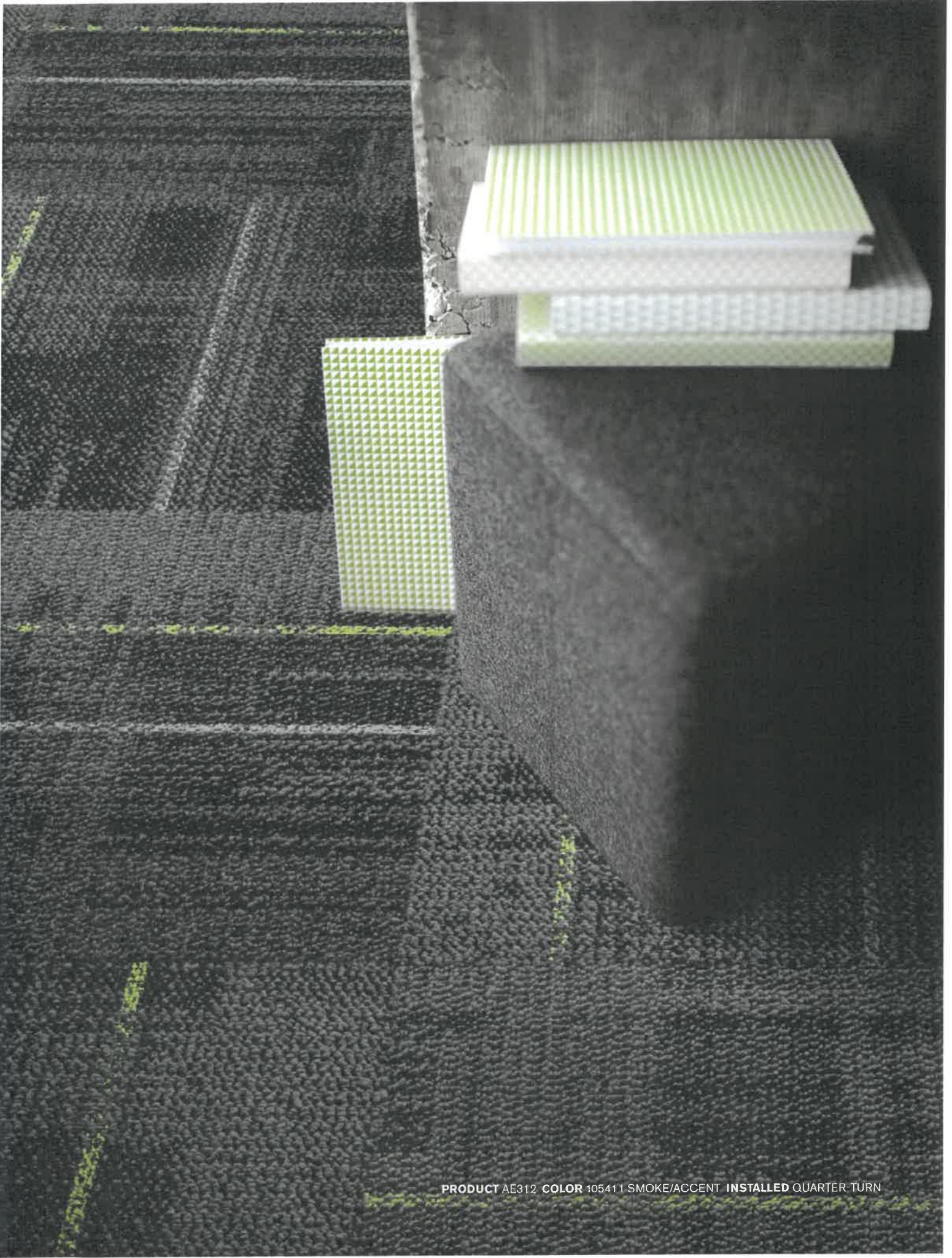


105412 INK/ACCENT

Specifications **i2**

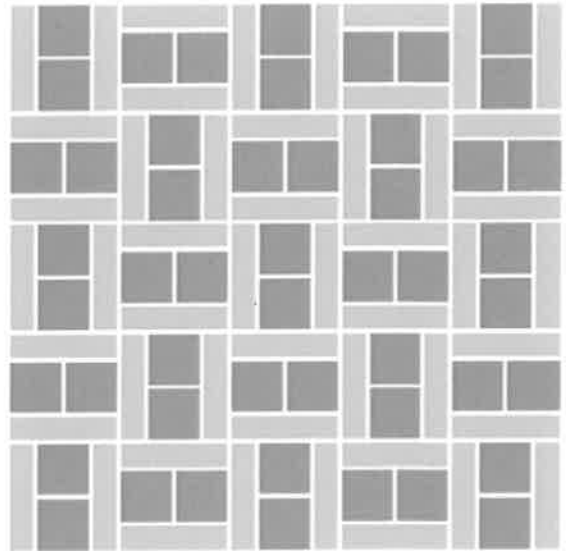
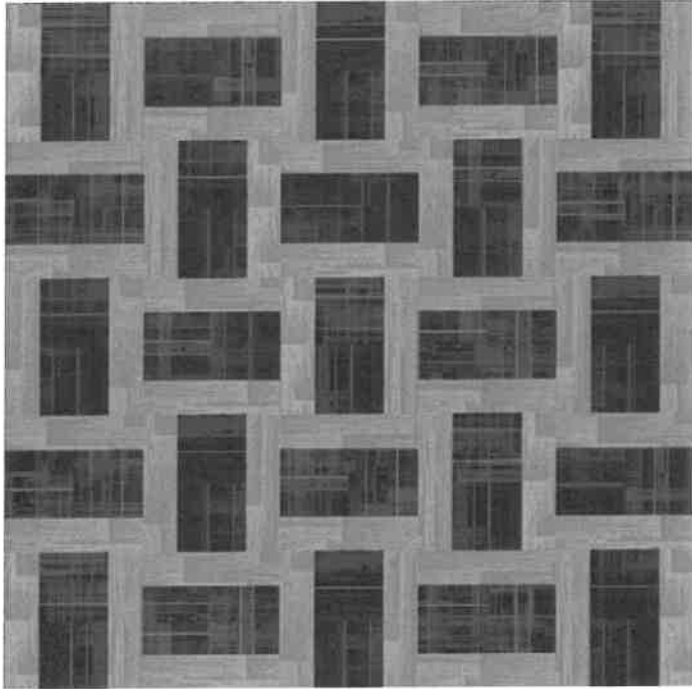
Modular, 50 cm x 50 cm	1389102500
Backing System	GlasBac® Tile
Yarn Manufacturer	Aquafil
Yarn System	100% Recycled Content Type 6 Nylon
Color System	100% Solution Dyed
Construction	Tufted Texture Loop
Preservative Protection	Intersept®
Soil/Stain Protection	Protek ² ®
Pile Thickness	0.100 in., 2.5 mm
Pile Density	5,760
Total Recycled Content	61%
Indoor Air Quality	CRI Green Label Plus #GLP0820



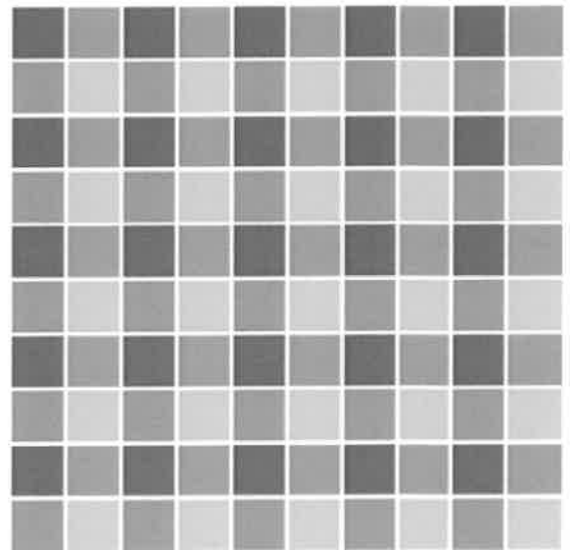
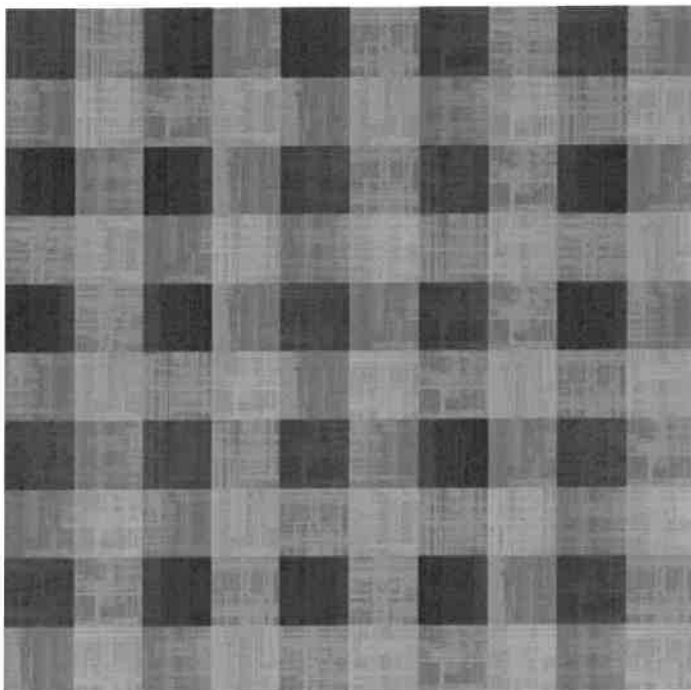


PRODUCT AE312 COLOR 10541 | SMOKE/ACCENT INSTALLED QUARTER-TURN

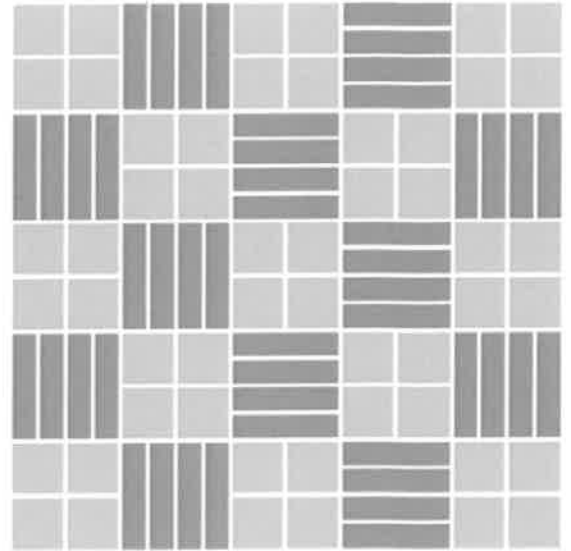
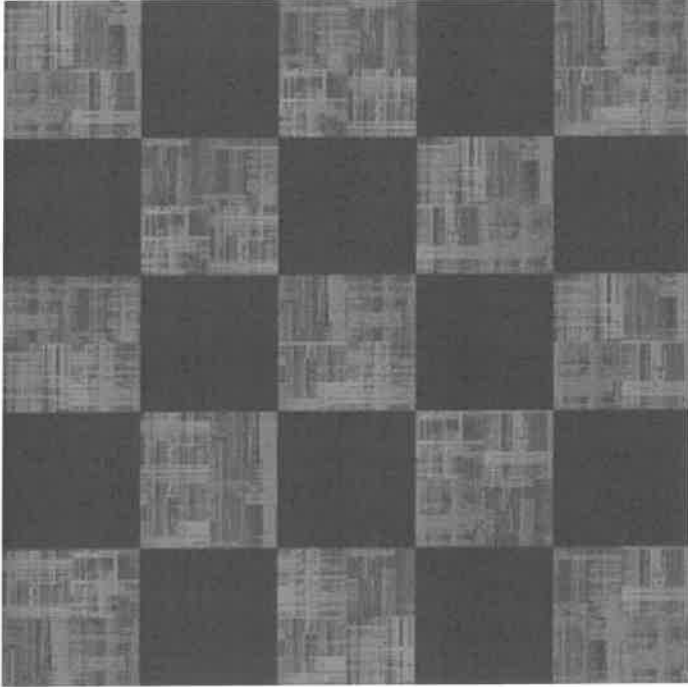
Design Ideas Below are floor layouts showing how to create the design ideas shared in some of the images featured in this brochure.



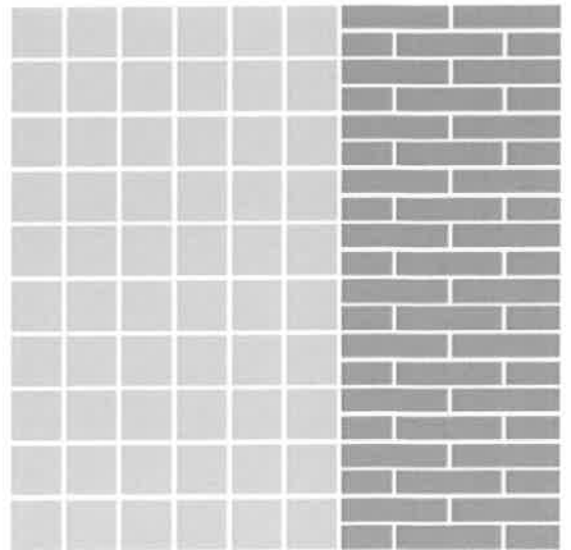
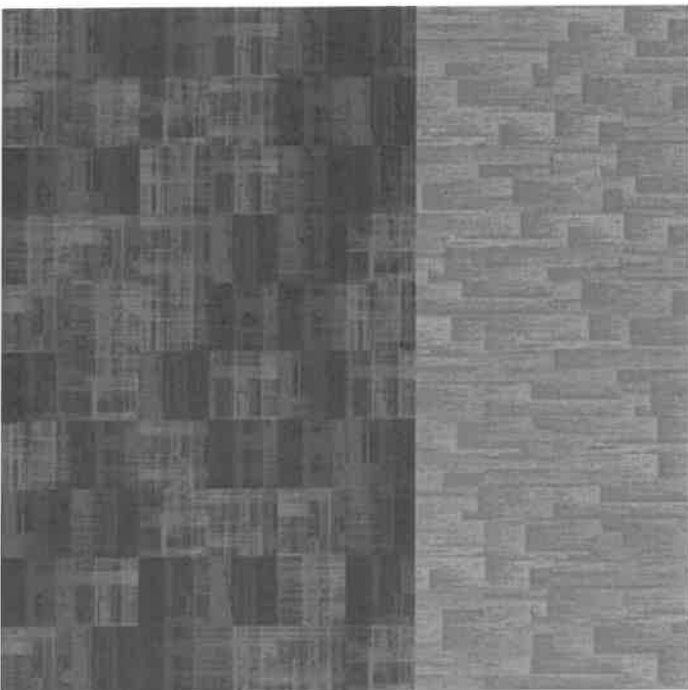
PRODUCT AE312 **COLOR** 105410 IRON/ACCENT
PRODUCT AE310 **COLOR** 104626 IRON
PRODUCT ON LINE **COLORS** 103792 PEACOCK, 103798 LIME **INSTALLED** PATTERN BY TILE



PRODUCT AE310 **COLORS** 104621 MIST, 104625 GREIGE, 104628 INK **INSTALLED** PATTERN BY TILE (NON DIRECTIONAL)



PRODUCT AE312 **COLOR** 105406 FOG/ACCENT
PRODUCT ON LINE **COLOR** 103792 PEACOCK
INSTALLED PATTERN BY TILE



PRODUCT AE311 **COLOR** 104668 MIST **INSTALLED** ASHLAR
PRODUCT AE312 **COLOR** 105410 IRON/ACCENT **INSTALLED** QUARTER TURNED

Why Our Modular Carpet?



i2® Modular Carpet

Minimize Waste & Save Money.

Interface's i2 styles have mergeable dye lots. That means i2 tiles from different dye lots always blend with tiles of the same color, even when individual tiles are selectively replaced years later. This minimizes the need for attic stock and saves money. And i2 styles that install non directionally generate an average of only 1.5% installation waste as compared to 3-4% for typical modular carpet and an average of 14% for traditional roll carpet.

Samples

Order samples at www.interface.com. You'll receive email order confirmations, 24/7 access to order status and more. Not near a computer? You can also request samples by calling one of the numbers below.

United States 1.877.605.1500	Canada 1.866.398.3192
Brazil + 55 11 2196 0900	Latin America + 52 55 6395 5100



Cool Carpet™

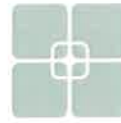
The Low Carbon Option

Help stop climate change. ALL Interface modular carpet sold in North America is third party verified climate neutral Cool Carpet. We start by using low-carbon materials and manufacturing processes, then Cool Carpet zeros out all remaining greenhouse gas (GHG) emissions associated with the entire lifecycle of your carpet, from raw material extraction through use and recycling. And climate neutral Cool Carpet may be eligible for a USGBC or CaGBC LEED Innovation Credit.

www.interface.com

Register at www.interface.com to:

- Browse products and order samples
- View carpet in a variety of room scenes
- Browse Floor Designs, change colors and view as a grid or in a room.
- Use our LEED Calculator
- Check order status and inventory availability
- Sign up to get the latest information on Interface products and news



TacTiles®

No Glue Installation. Our revolutionary TacTiles installation system eliminates the need for glue, adhering tiles securely together to form a floor that "floats" for greater flexibility, easier replacement and long-term performance. The result? Less mess, less waste and virtually no VOCs, not to mention an environmental footprint that is over 90% lower than that of traditional glue adhesives.

InterCircle™ Sample Return

Help us close the loop on the carpet sampling process. Through our InterCircle Sample Return program, sample materials stay out of the landfill and are re-used as samples until it is time to recycle them into new carpet. By reducing sample production material and diverting old materials from the landfill, we can reduce our overall environmental footprint.

Call 1.877.605.1500 (U.S.) or 1.866.398.3192 (Canada) to order a sample return bag with a prepaid return label.

Third Party Certification

cool carpet™

Cool Carpet – Our third party verified carbon offset program zeroes out all greenhouse gas (GHG) emissions associated with the entire lifecycle of your carpet.



Environmental Product Declaration (EPD) – A statement of product ingredients and environmental impacts over the entire life cycle of a product. A comprehensive life cycle assessment (LCA) is performed to ISO standards to develop an EPD, after which both the EPD and LCA must be third party verified.



Sustainable Assessment for Carpet – The only carpet sustainability standard in North America that evaluates the environmental impact of carpet for its entire lifecycle.



CRI Green Label Plus – An independent testing program that identifies carpet and adhesives with very low emissions of VOCs to help improve indoor air quality.



Intersept®

Mold Protection. Our proprietary preservative, Intersept, protects our modular carpet against mold growth and odor-causing bacteria — guaranteed. Intersept treated carpet, with proper maintenance, shows no mold or bacterial growth when tested per the ASTM E2471 Standard Test Method. Intersept is EPA approved for safe use in carpet, water insoluble and contains no halogens, heavy metals, phenols or formaldehyde.



ReEntry®

Recyclable is Now a Reality. Through our ReEntry program and partnerships with our fiber suppliers and recycling centers throughout North America, separated Type 6 and 6,6 nylon are recycled into new 6 and 6,6 nylon, while separated GlasBac® and similar competitor backings are recycled into GlasBac®RE non-virgin PVC backing using our Cool Blue™ technology. The result? Products with up to 81% total recycled content, including as much as 35% post-consumer content.



Sustainable Choice

Environmental Responsibility. Interface was the industry's first to publish an EPD (Environmental Product Declaration), which evaluates consistent factors based on full lifecycle assessment (LCA). We now have published EPDs for more than 99% of our products globally.

In addition, all Interface products with GlasBacRE backing meet the Platinum level of the NSF/ANSI 140 Sustainable Assessment for Carpet. GlasBac or NexStep® backed products meet the Gold level. All may contribute toward a USGBC or CaGBC LEED Innovation Credit.

All product specifications reflect averages derived from product sample testing, are subject to normal manufacturing and testing tolerances and inherent pattern variances, and may be changed without notice. For more information about these and other important attributes of the product(s) described herein, including recycled content and product warranty information, please see www.interface.com/disclaimer.



PLEASE RECYCLE

Printed on 50% post consumer waste (PCW) fiber manufactured using wind power.

We have tried our very best to accurately represent product colors. However, due to the nature of printed materials, color of actual products may vary slightly. Please request a sample to see actual product color.

www.interface.com

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Latin American Headquarters

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Mexico
+ 52 55 6395 5100

CIM # IFS00677 03/2016



Mission Zero®

our promise to eliminate any
negative impact our company
may have on the environment
by the year 2020.



Step Repeat Collection

Interface[®]

Step Repeat™ Collection

The Step Repeat Collection offers four coordinating styles designed to make the most of your entryways and other high traffic areas. From the simple lines of SR699 to the larger scale pattern of SR999, each style features innovative, stiff fibers that grab dirt, moisture and debris, trapping it until it can be vacuumed up later. So interiors stay fresher and your carpet lasts longer. Step Repeat is available in eight earthy, neutrals.



Entryway carpet is like insurance for your floor. Installing carpet designed specifically for entryways 8 to 10 feet in from each entrance will simplify maintenance and add years to the rest of your floor covering.

PRODUCT SR799 **COLOR** 104937 ONYX **INSTALLED** QUARTER-TURN
COLLECTION EQUAL MEASURE™ **PRODUCT** EM551 **COLOR** 104564 UNION ST. **INSTALLED** ASHLAR

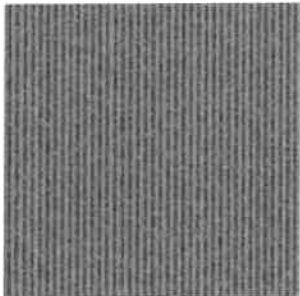


Step Repeat™ vs Typical Entry Carpet Tile

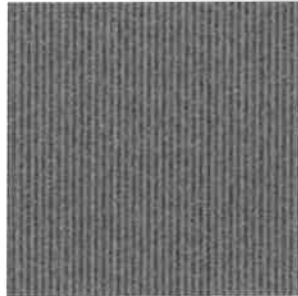
	Interface's Step-Repeat	Typical Entry Carpet Tile
Installation Method	Non Directional Option	Monolithic or Quarter-Turn only
Radiant Panel (Class 1)	Passes	Fails
Soil Retention	4 lbs	1.8 lbs
Yarn System	Nylon	Polypropylene
Preservation Protection	Intersept®	None
Soil/Stain Protection	Protekt ² ®	None
Classification	Severe	Moderate
Warranty	15 years	1-3 years



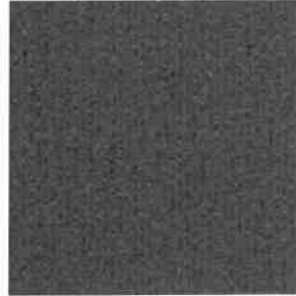
SR699 Colorline



104930 SMOKE



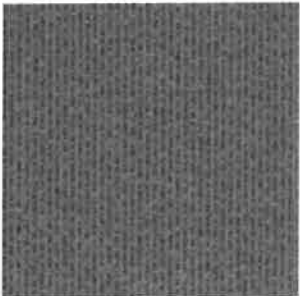
104931 GRANITE



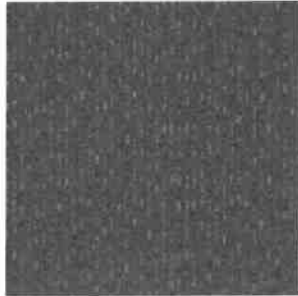
104932 IRON



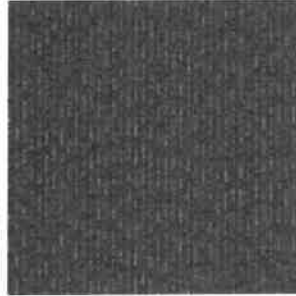
104933 ONYX



104911 KHAKI



104912 SABLE



104913 DARK BROWN



104914 MIDNIGHT

Specifications

Modular, 50cm x 50cm	1388402500
Backing System	GlasBac® Tile
Yarn Manufacturer	Aquafil
Yarn System	100% Recycled Content Nylon
Color System	100% Solution Dyed
Construction	Tufted Textured Loop
Lifetime Antimicrobial	Intersept®
Soil/Stain Protection	Protekt2®
Pile Thickness	0.147 in., 3.7 mm
Pile Density	6,612
Total Recycled Content	67%
Indoor Air Quality	CRI Green Label Plus #GLP0820

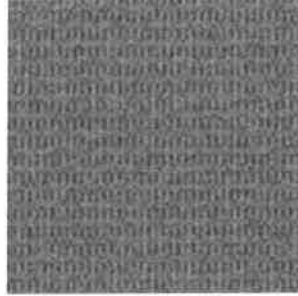


QUARTER-TURN

SR799 Colorline



104934 SMOKE



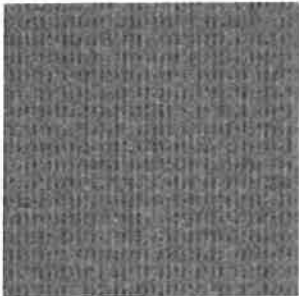
104935 GRANITE



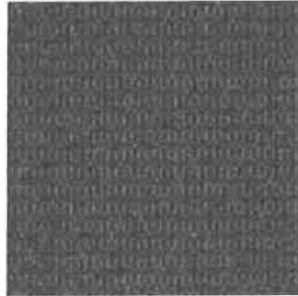
104936 IRON



104937 ONYX



104915 KHAKI



104916 SABLE



104917 DARK BROWN



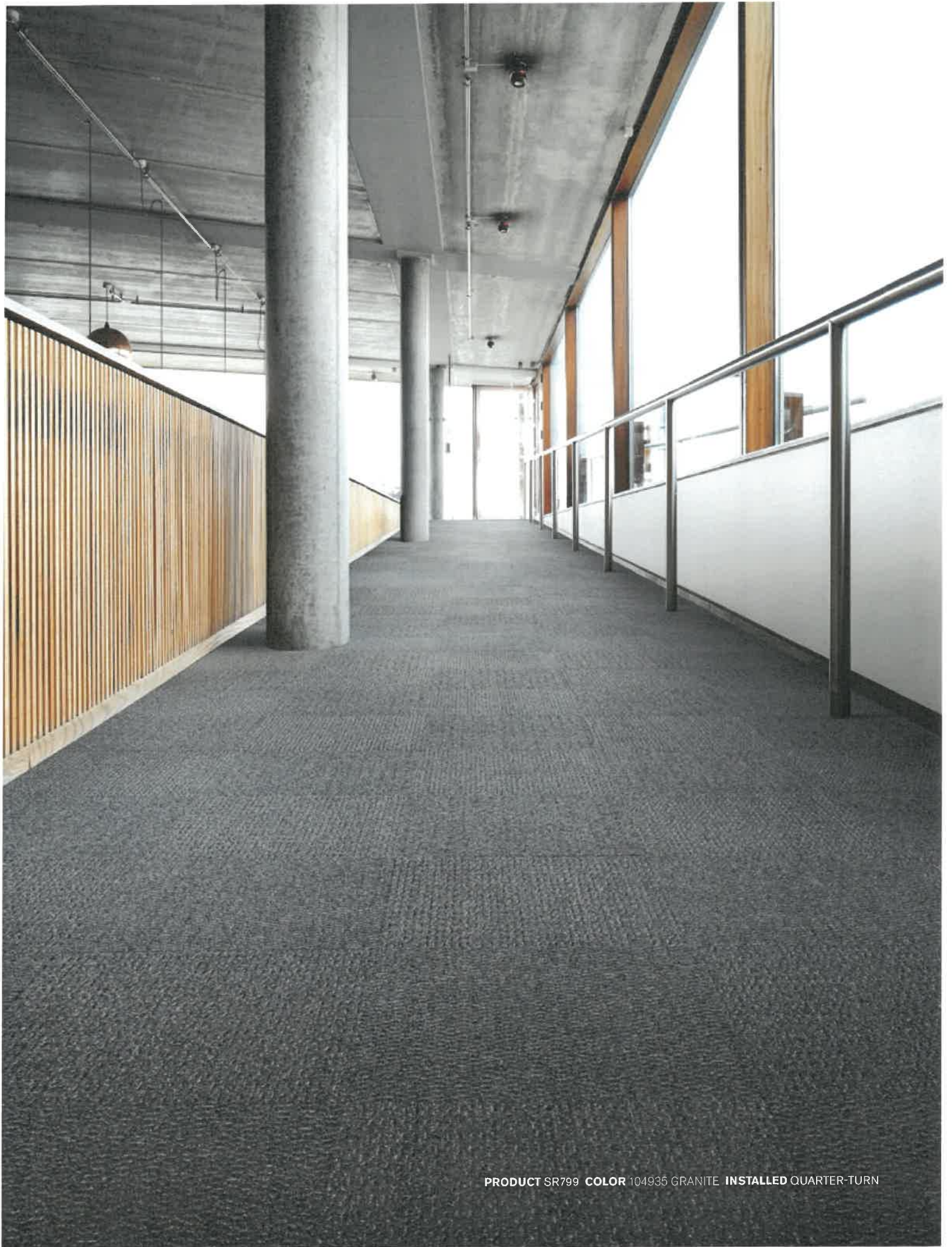
104918 MIDNIGHT

Specifications

Modular, 50cm x 50cm	1388502500
Backing System	GlasBac® Tile
Yarn Manufacturer	Aquafil
Yarn System	100% Recycled Content Nylon
Color System	100% Solution Dyed
Construction	Tufted Textured Loop
Lifetime Antimicrobial	Intersept®
Soil/Stain Protection	Protek12®
Pile Thickness	0.140 in., 3.6 mm
Pile Density	6,686
Total Recycled Content	66%
Indoor Air Quality	CR1 Green Label Plus #GLP0820



QUARTER-TURN



PRODUCT SR799 **COLOR** 104935 GRANITE **INSTALLED** QUARTER-TURN



SR899 Colorline



104938 SMOKE



104939 GRANITE



104940 IRON



104941 ONYX



104919 KHAKI



104920 SABLE



104921 DARK BROWN



104922 MIDNIGHT

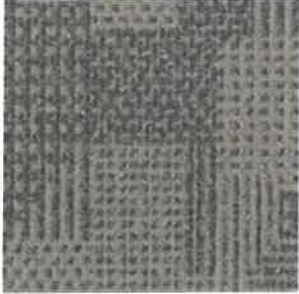
Specifications

Modular, 50cm x 50cm	1388602500
Backing System	GlasBac® Tile
Yarn Manufacturer	Aquafil
Yarn System	100% Recycled Content Nylon
Color System	100% Solution Dyed
Construction	Tufted Textured Loop
Lifetime Antimicrobial	Intersept®
Soil/Stain Protection	Protek!2®
Pile Thickness	0.143 in., 3.6 mm
Pile Density	6,545
Total Recycled Content	66%
Indoor Air Quality	CR1 Green Label Plus #GLP0820



MICROTHIC

SR999 Colorline



104942 SMOKE



104943 GRANITE



104944 IRON



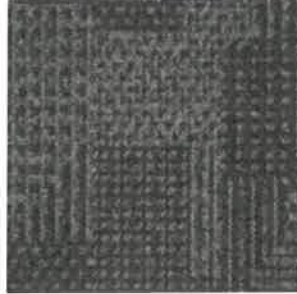
104945 ONYX



104923 KHAKI



104924 SABLE



104925 DARK BROWN



104926 MIDNIGHT

Specifications

Modular, 50cm x 50cm	1388702500
Backing System	GlasBac® Tile
Yarn Manufacturer	Aquafil
Yarn System	100% Recycled Content Nylon
Color System	100% Solution Dyed
Construction	Tufted Textured Loop
Lifetime Antimicrobial	Intersept®
Soil/Stain Protection	Protek ² ®
Pile Thickness	0.127 in., 3.2 mm
Pile Density	7,654
Total Recycled Content	67%
Indoor Air Quality	CRI Green Label Plus #GLP0820



NON-DIRECTIONAL



PRODUCT SR999 COLOR T04942 SMOKE INSTALLED NON DIRECTIONAL

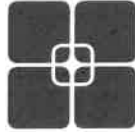
Why Our Modular Flooring?



i2® Modular Carpet

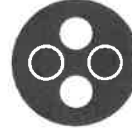
Minimize waste & save money.

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TacTiles™

No glue installation. Our revolutionary TacTiles installation system eliminates the need for glue, adhering carpet tiles securely together to form a floor that "floats" for greater flexibility, easier replacement and long-term performance. The result? Less mess, less waste and virtually no VOCs, not to mention an environmental footprint that is over 90% lower than that of traditional glue adhesives. TacTiles are approved for use on GlasBac™, GlasBacRE, CQuest™GB, Graphlar™ and Graphlex™.



Intersept®

Mold protection. Our proprietary preservative, Intersept, protects our modular carpet against mold growth and odor-causing bacteria—guaranteed. Intersept treated carpet, with proper maintenance, shows no mold or bacterial growth when tested per the ASTM E2471 Standard Test Method. Intersept is EPA approved for safe use in carpet, water insoluble and contains no halogens, heavy metals, phenols or formaldehyde. Intersept is standard in Interface carpet tile products backed with GlasBac, GlasBacRE, CQuestGB, ReadyBac™, and CushionBac Renew™.

Samples

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Brazil + 5511.2196.0900	Latin America + 52.55.6395.5100

interface.com

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Call 1.877.605.1500 (U.S.) or 1.866.398.3192 (Canada) to order a sample return bag with a prepaid return label.



ReEntry™

Keep flooring out of landfills. Through our ReEntry program, we reclaim our carpet tile and Sound Choice™ LVT. Vinyl backed carpet tile is recycled into new CQuest™GB carpet tile backing. The result? Carpet tile products with up to 85% total recycled content, including as much as 25% post-consumer content.



Sustainability Transparency

Transparency and certified sustainability leadership come standard on Interface products, including published ingredients in HPDs (Health Product Declarations) and published EPDs (Environmental Product Declarations), which are based on full life cycle assessment (LCA). And, Interface carpet products are certified to the NSF 140 Sustainable Carpet Assessment Standard. Additionally, Interface flooring and recommended adhesives are 3rd party certified for low VOC emissions in compliance with California Department of Public Health (CDPH) Standard Method v1.2–2017. Carpet products made in our US facilities are made with 99% renewable energy.



Carbon Neutral Floors™

The flooring products that we sell, including carpet tile, are carbon neutral across their full product life cycle through our third party verified Carbon Neutral Floors™ program. To find out more, visit interface.com/carbonneutralfloors.



Environmental Product Declaration (EPD) –

A statement of product ingredients and environmental impacts over the entire life cycle of a product. A comprehensive life cycle assessment (LCA) is performed to ISO standards to develop an EPD, after which both the EPD and LCA must be third party verified.



Sustainable Assessment for Carpet – The

only carpet sustainability standard in North America that evaluates the environmental impact of carpet for its entire lifecycle.



CRI Green Label Plus – An independent testing program that identifies carpet and adhesives with very low emissions of VOCs to help improve indoor air quality.



PLEASE RECYCLE

Printed on 50% post consumer waste (PCW) fiber manufactured using wind power.

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www.interface.com

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CIM # IFS00696 04/2021



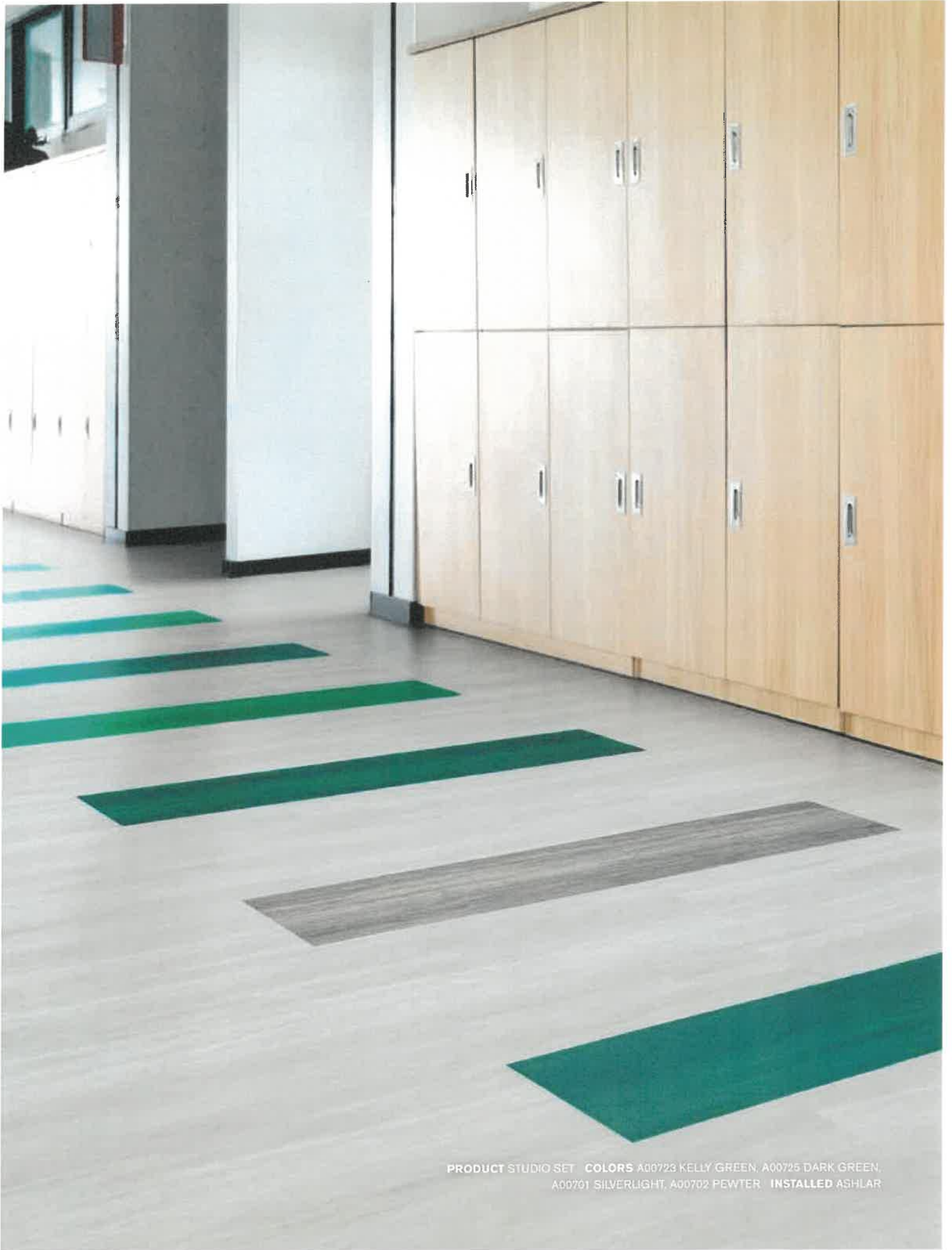
Climate change is undeniable. And reversible. Our mission is to prove it.
Join the #ClimateTakeBack and help create a climate fit for life.

Studio
Set Vol. 2 | LVT

Interface®

Who doesn't love a bold choice? With Studio Set LVT, we encourage you to embrace a saturated spectrum of daring brights and warm neutrals—and take note of the subtle woodgrain pattern that suggests texture without demanding attention. Go beyond conventional solutions to create inspiring spaces with pure color and unique composition. Choose Studio Set.

Studio Set LVT is fully recyclable through our **ReEntry™** program and contains a significant percentage of recycled content. As part of Interface's commitment to **Climate Take Back™**, all of the products we sell are carbon neutral across their full life cycle. **Carbon Neutral Floors™**



PRODUCT STUDIO SET COLORS A00723 KELLY GREEN, A00725 DARK GREEN,
A00701 SILVERLIGHT, A00702 PEWTER INSTALLED ASHLAR



PRODUCT STUDIO SET COLORS A00716 ORANGE, A00702 PEWTER INSTALLED ASHLAR

A photograph of a modern library interior. The room features rows of wooden bookshelves filled with books. The ceiling is made of dark, horizontal wooden slats with recessed rectangular lighting fixtures. The floor is covered in a carpet with a geometric pattern of blue and light grey rectangles. In the background, there are large windows and a study area with wooden tables and chairs.

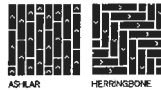
PRODUCT STUDIO SET COLORS A00701 SILVERLIGHT, A00719 VIOLET, A00726 PEBBLE INSTALLED ASHLAR

Specifications

Studio Set™ Vol. 2 Colorline

Product Number	A007
Product Construction	High Performance Luxury Vinyl Tile
Class / ASTM F1700	Class III Printed Vinyl Plank
Wear Layer Thickness	22 mil
Total Thickness	4.5 mm
Backing Class	Commercial Grade
Finish	Ceramor™ Coating
Nominal Dimensions	25 cm x 1 m (9.845 in x 39.38 in)
Indoor Air Quality	GREENGUARD Gold FloorScore® Certified CDPH 01350 Compliant
Carbon Offsets	Carbon Neutral Floors™
Environmental Certifications	NSF/ANSI 332 Silver
LEED v4	Contributes to IEQ: <i>Low Emitting Materials</i> ; M&R: <i>EPD</i> and <i>EPR</i>
End of Life	Fully Recyclable into Carpet Tile Backing through ReEntry®
Installation Methods	Ashlar, Herringbone

Now with Recycled Content.
View the full product specification on interface.com for details.



A00714 YELLOW



A00715 CHARTREUSE



A00716 ORANGE



A00717 RED



A00718 DEEP FUCHSIA



A00719 VIOLET



A00720 ROYAL BLUE

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A00721 ELECTRIC BLUE



A00706 MUSHROOM



A00722 AQUA



A00701 SILVERLIGHT



A00723 KELLY GREEN



A00702 PEWTER



A00724 TURQUOISE



A00713 SLATE




A00725 DARK GREEN



A00726 PEBBLE



A00727 SAND



Interface Modular Resilient
Sound Choice LVT and Modular
Carpet allow you to seamlessly
move from hard to soft surfaces.
No transition strip needed.

LVT PRODUCT STUDIO SET COLOR A00725 DARK GREEN
CARPET PRODUCT AE311 COLOR 104670 IRON

Integrated System.

Say goodbye to transition strips and doubling up. Our Sound Choice LVT is made to work as a system with our modular carpet. The compatible size and height of our products allows you to integrate modular carpet for an inset rug or an adjacent field – no transition strip required. You'll avoid doubling up on materials and save money.

Real Flexibility.

Create a unique look that lasts. Interface modular resilient LVT extends the life of your floor. From simple maintenance like damp mopping to selectively replacing damaged tiles, your flooring investment will stand the test of time - beautifully and effortlessly.

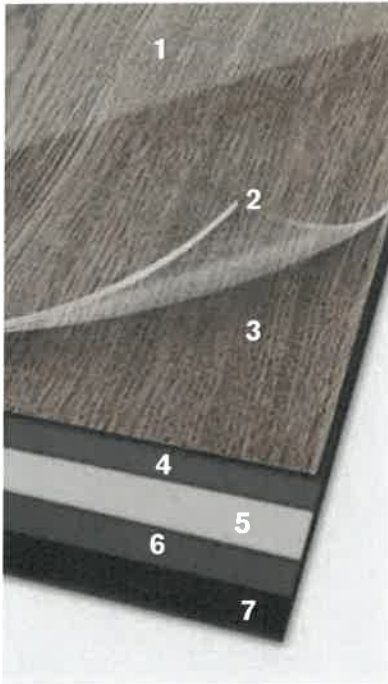
Circular System.

Keep flooring out of the landfill. Our modular resilient LVT is produced with a controlled material stream so it can be reclaimed and recycled into new recycled content carpet backing through our ReEntry™ program.

Noise Reduction.

Silence distractions. Interface is helping create +Positive spaces™ with our LVT with Sound Choice backing. Sound Choice is a specially formulated backing developed for superior noise reduction, offering you best-in-class performance for reduced impact sound and floor to floor sound transmission.

Why Our Modular Resilient Sound Choice™ LVT? (continued)



High Performance from Top to Bottom.

1. *Ceramor™ Coating.* Minimizes everyday scratching and scuffing.
2. *Wear Layer.* High quality layer enabling 15 years of resilience and performance.
3. *Print Film.* Provides outstanding visuals of natural materials and Interface innovative designs.
4. *Core Sheet.* Creates a thickness for a stronger core and reduces telegraphing from beneath.
5. *Fiberglass.* Adds dimensional stability and controlled flexibility.
6. *Core Sheet.* Creates a thickness for a stronger core and reduces telegraphing from beneath.
7. *Sound Choice™ Backing.* Provides comfort and superior acoustic performance.

Third Party Certification
Our Carbon Neutral Floors program is annually verified by a third party.



Third Party Certifications.

Carbon Neutral Floors. The flooring products that we sell - carpet tile, LVT, and nora rubber sheets and tiles - are carbon neutral across their full product life cycle. We've taken a holistic approach to achieve carbon neutrality, first through reducing the carbon footprint of our products and then using carbon offsets for the remainder.

Environmental Product Declaration (EPD). Interface LVT products are covered by an EPD. An EPD provides a comprehensive statement of product ingredients and environmental impacts based upon life cycle assessment performed to ISO standards.

Sustainable Assessment. Interface LVT meets the certification standards of the NSF/ANSI 332 Sustainability Assessment for Resilient Floor Coverings. This standard evaluates the environmental impact of resilient floor covering for its entire life cycle.

Indoor Air Quality. All Interface modular flooring products meet the highest standards for indoor air quality. Interface LVT is GREENGUARD Gold and FloorScore® Certified and CDPH 01350 compliant, assuring very low emissions of VOCs.



LVT PRODUCT STUDIO SET COLOR A00706 MUSHROOM INSTALLED ASHLAR
LVT PRODUCT WALK ON BY™ COLOR A01507 ROYAL BLUE INSTALLED ASHLAR
RUBBER PRODUCT NORAMENT® SATURA COLOR 5121 HYDRA



RECYCLED
Paper made from
recycled material
FSC® C009723



PLEASE RECYCLE

Printed on 50% post consumer waste (PCW)
fiber manufactured using wind power.

We have tried our very best to accurately
represent product colors. However, due to
the nature of printed materials, color of actual
products may vary slightly. Please request a
sample to see actual product color.

www.interface.com

United States Headquarters

1280 West Peachtree Street NW
Atlanta, GA 30309
1.800.634.6032

Canadian Headquarters

233 Lahr Drive
Belleville, ON K8N 5S2
1.800.267.2149 ext.52128

Brazilian Headquarters

Rua Surubim, 577 - Conjuntos
73/74 7º Andar
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Latin American Headquarters

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+ 52 55 5520 0195,
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CIM# IFS00880 10/2020



Climate change is undeniable. And
reversible. Our mission is to prove it.
**Join the #ClimateTakeBack and
help create a climate fit for life.**

General Services Administration

Federal Supply Service Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through *GSA Advantage!*®, at GSAAdvantage.gov

Federal Supply Schedule 99 – Multiple Award Schedule (Flooring)

CONTRACT NUMBER: GS03F056AA

CONTRACT DATES: April 1, 2013 to March 31, 2023 CONTRACT MODIFICATION: 55 DATED: 3/14/2020

For more information on ordering from Federal Supply Schedules visit FSS Schedules at fss.gsa.gov.

Contractor: Interface Americas, Inc.
P.O. Box 1503, Orchard Hill Road, LaGrange, Troup County, Georgia 30241
Customer Service: Tel: 800-634-6032 Fax: 844-812-6555
Web Site: <https://www.interface.com/US/en-US/about/markets/Government-Modular-Carpet-Tile>
Business Size: Large
Federal ID# 58-2132517
DUNS: 17-121-4930
CAGE CODE: 4HZ24

Company Overview: Interface, Inc. is a global commercial flooring company with an integrated collection of carpet tiles and resilient flooring, including luxury vinyl tile (LVT) and nora® rubber flooring. Our modular system helps customers create beautiful interior spaces which positively impact the people who use them and our planet.

Customer Information

- 1a. Awarded Special Item number:**
 SIN 314110 Carpet Flooring
 SIN 321918 Commercial Flooring
 SIN Ancillary Supplies and Services

- 1b. Lowest Price each SIN:**
- | | | | |
|--------------------------------|------------------------------|------------|-------------|
| SIN 314110 Carpet Flooring | Primary Stitch | 1462102500 | \$ 17.83 SY |
| | Sew Straight | 1462002500 | \$ 17.83 SY |
| SIN 321918 Commercial Flooring | Steady Stride Woodgrains LVT | | \$ 1.84 SF |
| | Steady Stride Concretes LVT | | \$ 1.84 SF |

- 2. Maximum Order:** \$500,000 – SIN 314110 Carpet Flooring; SIN 321918 Commercial Flooring
 \$150,000 – SIN Ancillary Supplies and Services
- 3. Minimum Order:** Flooring orders must be placed in full box quantities
- 4. Geographic Coverage:** 48 states and Washington, D.C.; Contract items are available to all U.S. facilities worldwide.
- 5. Point of Production:** LaGrange, Georgia (Troup County)
- 6. Statement of net price:** Net Price
- 7. Quantity Discounts:** See Pricing Section
- 8. Prompt Payment Terms:** Net 30
- 9a. Government Purchase cards accepted above micro purchase:** Yes
- 9b. Government Purchase cards discount:** None
- 10. Foreign Items:** None
- 11a. Time of Delivery:** 45-60 days ARO
- 11b. Expedited Delivery:** Styles offering Quick Ship colors are available to ship in 10 business days or less. To request a copy of the available Quick Ship colors, please email Contracts.Group@Interface.com. Not all colors are available in 10 days.

11c. Overnight and 2-day Delivery: Available on in stock items. Additional freight charges will apply. Contact the Interface Government Customer Service at 800-634-6032 for these expedited freight charges.

11d. Urgent Requirements: None

12. F.O.B. Point: All SIN(s) Destination, CONUS or Stateside Port (F.O.B. Destination from LaGrange, GA to Loading Dock in 48 contiguous states and Washington, D.C. Contact the Interface Government Customer Service at 800-634-6032 for unloading and inside delivery charge quotes. Unloading and inside delivery charges will be invoiced at cost to the customer.

13a. Ordering Address:

Interface Americas, Inc. 1503 Orchard Hill Road LaGrange, GA 30240

 or

Dealers/Resellers (GSA Customer Authorization letter required)
--

13b. Ordering Procedures: We successfully employ the following purchasing and installation models:

- **Material only purchases with the manufacturer:** The customer, or its authorized agent with an authorization letter, can purchase (material only) modular carpet tile and adhesive direct from Interface at the noted pricing for each Interface modular carpet style. **Interface Americas, Inc.**
1503 Orchard Hill Road, LaGrange, GA 30240 Tel: 800-634-6032 Email: Orders@Interface.com

- **Local Dealer/Reseller assisted transaction of carpet only or carpet and installation orders:** All dealers/reseller that support the Interface brand that has receives a GSA issued **GSA dealer authorization letter** on their letterhead allowing that dealer to purchase on their behalf can use this contract to support our GSA Schedule members. The end-user has the responsibility for choosing the dealer/reseller. A copy of the GSA dealer authorization letter must accompany the dealers/resellers order to the mill.

14. Payment Address:

Interface Americas, Inc. Address per the invoice

 or

Dealer/Reseller Address per the invoice
--

15. Warranty Provision: Standard Commercial Warranty

16. Exported Packing Charges: N/A

17. Terms and Conditions of Government Purchase Card Acceptance: Accepted

18. Terms and conditions of rental, maintenance, and repair (if applicable): N/A

19. Terms and conditions of Installation: For installation instructions visit our website at:
<https://www.interface.com/US/en-US/about/modular-system/Installation-Instructions>

20. Terms and Conditions of Repair Parts: N/A

20a. Terms and conditions for any other services: N/A

21. List of Service and Distribution Points: Interface, LaGrange, Georgia (Troup County)

22. List of Participation Dealers: N/A

23. Preventive Maintenance: For maintenance instructions visit our website at:
<https://www.interface.com/US/en-US/about/modular-system/Maintenance-Instructions>

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).

For Interface, sustainability is a journey. We're constantly working to improve the quality of our products and lessen the impact they have on human health and the environment. This means committing to a circular economy and managing many types of material impacts and trade-offs during product development. And it's not a path we walk alone – our industry and supply chain partners are there with us along the way. Discover how far we've come, what we've learned, and how far we have yet to go. Visit our site for more details: https://www.interface.com/US/en-US/sustainability/product-transparency/product-transparency-en_US#509704801

24b. Return Policy: Customers may contact their sales rep directly for approval to return material ordered incorrectly. No returns will be allowed after 90 days from date of shipment. All returns are subjected to approval.

24c. Section 508 compliance information: N/A

25. Data Universal Number System (DUNS) number. 17-121-4930

26. Notification regarding registration in Central Contractor Registration (CCR) database.

Sharon Johnson, Interface Contract Procurement Manager – Public Sector
Tel: 800-336-0225 Ext. 56356 Email: Contracts.Group@Interface.com

INTERFACE CONTRACT MODIFICATION: 55

SIN 314110 Carpet Flooring - Carpet Tile

Product Number	Product Description	UOM	Tier 1	Tier 2	Tier 3
			Up to 191.36 Sq. Yds.	Up to 4,209.92 Sq. Yds.	Over 4,209.92 Sq. Yds.
1388202500	AE310	SY	\$18.84	\$18.09	\$17.83
138830AK00	AE311 (SP)	SY	\$18.84	\$18.09	\$17.83
1389102500	AE312	SY	\$18.84	\$18.09	\$17.83
163110AK00	AE313 (SP)	SY	\$18.84	\$18.09	\$17.83
138980AK00	Afternoon Light (SP)	SY	\$19.85	\$19.09	\$18.84
1391202500	Alliteration	SY	\$25.39	\$23.63	\$22.63
139120AB00	Alliteration (P)	SY	\$28.79	\$27.72	\$23.64
126650250H	B601	SY	\$37.42	\$36.01	\$32.01
126670250H	B602	SY	\$35.48	\$34.15	\$30.54
126680250H	B603	SY	\$30.74	\$29.59	\$26.94
1234702500	Broadleaf	SY	\$26.33	\$25.36	\$21.82
1264202500	Cambria	SY	\$36.93	\$35.48	\$29.95
1462902500	Chenille Warp	SY	\$22.47	\$21.64	\$18.98
1394102500	Classic Seven	SY	\$28.41	\$28.06	\$27.91
3034512505	Composure	SY	\$21.90	\$21.11	\$18.58
1461602500	Cordoba Colores	SY	\$23.80	\$22.93	\$19.97
1462502500	CT101	SY	\$23.41	\$22.55	\$19.68
1425702500	CT102	SY	\$26.62	\$25.63	\$22.05
146570AK00	CT111 (SP)	SY	\$27.24	\$26.23	\$22.50
123770AK00	CT112 (SP)	SY	\$28.81	\$27.73	\$23.65
123780AK00	CT113 (SP)	SY	\$28.81	\$27.73	\$23.65
1380102500	Cubic	SY	\$18.34	\$17.58	\$17.33
1466602500	Detours	SY	\$18.84	\$18.09	\$17.83
1472302500	Detours Ahead	SY	\$18.84	\$18.09	\$17.83
138940AK00	Driftwood (SP)	SY	\$22.37	\$21.61	\$21.36
1256002500	Duplex	SY	\$21.36	\$21.01	\$20.86
1467102500	Earth II	SY	\$20.95	\$20.95	\$18.56
1464802500	Entropy	SY	\$23.74	\$22.87	\$21.02
1383202500	Exposed	SY	\$23.16	\$22.32	\$19.50
1467802500	Folio II	SY	\$23.28	\$22.43	\$19.59
1459502500	Geometry II	SY	\$24.40	\$23.51	\$20.41
1469602500	Gradient II	SY	\$21.99	\$21.99	\$20.41
138730AK00	Ground Waves (SP)	SY	\$20.86	\$20.86	\$19.85
163130AK00	Ground Waves Verse (SP)	SY	\$23.52	\$22.65	\$21.30
138720AK00	Harmonize (SP)	SY	\$20.86	\$20.10	\$19.85
1473002500	Ice Breaker	SY	\$19.85	\$19.09	\$18.84
1461002500	La Paz Colores	SY	\$23.80	\$22.93	\$19.97
1465402500	Layout	SY	\$23.30	\$22.45	\$19.61
1461802500	Lima Colores	SY	\$23.80	\$22.93	\$19.97
1468302500	Main Line	SY	\$21.36	\$20.58	\$18.18
1382002500	Mantra	SY	\$24.12	\$24.12	\$21.49
1385602500	Menagerie II	SY	\$26.39	\$25.42	\$21.87
138570250H	Monochrome	SY	\$26.50	\$25.52	\$23.98
138670AK00	Nimbus (SP)	SY	\$27.09	\$26.09	\$22.39
138740AK00	Off Line (SP)	SY	\$24.38	\$23.63	\$23.38
1236302500	On Board	SY	\$26.33	\$25.36	\$21.82
138700AK00	On Line (SP)	SY	\$25.89	\$24.38	\$23.38
1391102500	Palindrome	SY	\$25.39	\$23.63	\$22.56
1468002500	Panorama II	SY	\$23.28	\$22.43	\$19.59
1468102500	Pathways II	SY	\$23.28	\$22.43	\$19.59
127840AK00	PH210 (SP)	SY	\$19.85	\$19.11	\$18.84
127850AK00	PH211 (SP)	SY	\$19.85	\$19.11	\$18.84
1381502500	Plain Weave	SY	\$25.10	\$24.17	\$20.92
1234902500	Prairie Grass	SY	\$26.83	\$25.83	\$22.20
1462102500	Primary Stitch	SY	\$17.83	\$17.08	\$16.83
127530AK0H	Reclaim (SP)	SY	\$28.84	\$27.77	\$25.35

SIN 314110 Carpet Flooring - Carpet Tile

Product Number	Product Description	UOM	Tier 1	Tier 2	Tier 3
			Up to 191.36 Sq. Yds.	Up to 4,209.92 Sq. Yds.	Over 4,209.92 Sq. Yds.
1472102500	Roy G Biv	SY	\$21.72	\$20.94	\$18.44
1462002500	Sew Straight	SY	\$17.83	\$17.08	\$16.83
127410AK00	Shiver Me Timbers (SP)	SY	\$23.38	\$22.62	\$22.37
1468402500	Sidetrack	SY	\$21.36	\$20.58	\$18.18
138770AK00	SL910 (SP)	SY	\$24.38	\$23.63	\$23.16
138780AK00	SL920 (SP)	SY	\$24.38	\$23.63	\$23.16
138790AK00	SL930 (SP)	SY	\$24.38	\$23.63	\$23.38
139000AK00	Snow Moon (SP)	SY	\$19.85	\$19.09	\$18.84
1388402500	SR699	SY	\$27.98	\$26.94	\$23.04
1388502500	SR799	SY	\$27.50	\$26.48	\$22.69
1388602500	SR899	SY	\$27.50	\$26.48	\$22.69
1388702500	SR999	SY	\$28.86	\$27.79	\$23.69
142640AK00	SS217 (SP)	SY	\$20.86	\$20.10	\$19.85
142650AK00	SS218 (SP)	SY	\$20.86	\$20.10	\$19.85
1462302500	Straight Edge	SY	\$21.72	\$20.94	\$18.44
1392202500	Striation	SY	\$25.56	\$24.61	\$21.26
1255902500	Sublet	SY	\$21.36	\$21.01	\$20.86
1467302500	The Standard	SY	\$18.34	\$17.83	\$17.33
1465202500	To Scale	SY	\$19.60	\$18.59	\$17.83
606210AK05	Touch of Timber (SP)	SY	\$24.90	\$23.98	\$20.78
126990250H	UR 303	SY	\$26.44	\$25.46	\$23.92
1273602500	UR 304	SY	\$26.44	\$25.46	\$21.90
127340AK0H	UR 501 (SP)	SY	\$32.01	\$30.81	\$27.18
1468802500	Urban Grid II	SY	\$23.28	\$22.43	\$19.59
138680AK00	Verticals (SP)	SY	\$25.68	\$24.74	\$21.35
146500250H	Viva Colores	SY	\$23.80	\$22.93	\$21.55
126440AK00	Walk the Plank (SP)	SY	\$31.40	\$30.22	\$25.55
1467002500	Wind II	SY	\$20.95	\$20.95	\$18.56
138990AK00	Winter Sun (SP)	SY	\$19.85	\$19.09	\$18.84
128190AK00	WW860 (SP)	SY	\$22.63	\$21.10	\$20.44
128210AK00	WW865 (SP)	SY	\$22.63	\$21.80	\$20.50
138930AK00	WW870 (SP)	SY	\$26.04	\$24.45	\$22.99
128200AK00	WW880 (SP)	SY	\$27.11	\$26.11	\$24.52
128240AK00	WW890 (SP)	SY	\$37.86	\$36.44	\$33.90
128220AK00	WW895 (SP)	SY	\$37.86	\$36.44	\$33.90
Modular Carpet Backing Options for SIN 314110 Carpet Flooring - Carpet Tile				Minimum	Upcharge
Backing Options: Modular carpet with CushionBac® Renew (Cushion Backing Code 0F) option, Overage 10%: ADD				250 Yards	\$3.50
Backing Options: Unbacked Carpet Sheet Goods option, Overage 10%: ADD (with a 100 Sq. Yd. purchase of the same style and color within SIN 314110 Carpet Flooring - Carpet Tile.				50 Yards	\$0.00
Standard Modular Carpet Custom Colors Option for SIN 314110 Carpet Flooring - Carpet Tile				Minimum	Upcharge
Custom Color Upcharge. Overage 10%: ADD				250 Yards	\$5.00

SIN 321918 Commercial Flooring - Luxury Vinyl Tile

Product Number	Product Description	UOM	Tier 1	Tier 2	Tier 3
			Up to 1,148 Sq. Ft.	Up to 37,889 Sq. Ft.	Over 37,889 Sq. Ft.
A001	Natural Stones 4.5mm LVT	SF	\$2.75	\$2.70	\$2.48
A002	Natural Woodgrains 4.5mm LVT	SF	\$2.75	\$2.70	\$2.48
A003	Textured Stones 4.5mm LVT	SF	\$2.75	\$2.70	\$2.48
A004	Textured Woodgrains 4.5mm LVT	SF	\$2.75	\$2.70	\$2.48
A007	Studio Set 4.5mm LVT	SF	\$2.75	\$2.70	\$2.48
B001	Steady Stride Woodgrains 3mm LVT	SF	\$1.84	\$1.79	\$1.67
B002	Steady Stride Concretes 3mm LVT	SF	\$1.84	\$1.79	\$1.67

INTERFACE CONTRACT MODIFICATION: 55

SIN 321918 Commercial Flooring - Resilient (Rubber Flooring) Tile

Product Number	Product Description	UOM	Price
405-1902 (5050101)	825 round, nora rubber tile - 3.2 mm (20" x 20")	SF	\$5.98
446-2490 (5050116)	eco, nora rubber tile - 2.0 mm (24" x 24")	SF	\$3.83
550-2700 (5059411)	sentica 2.0 mm, 24" x 24" Rubber Tile	SF	\$5.55
550-2701 (5059420)	sentica 3.0 mm, 24" x 24" Rubber Tile	SF	\$7.29
595-1880 (5050181)	grano 3.5 mm , 40" x 40" Rubber Tile	SF	\$9.17
691-2462 (5050130)	environcare™ 2.0 mm, 24" x 24" Rubber Tile	SF	\$5.55
691-2463 (5050131)	environcare™ 3.0 mm, 24" x 24" Rubber Tile	SF	\$7.29

SIN ANCILLARY - Supplies and Services

Product Number	Product Description	UOM	Price
111486	TacTiles® Non-wet Adhesive (1 Roll) for Modular Carpet	EA	\$75.00
111487	TacTiles® Non-wet Adhesive (6 Rolls) for Modular Carpet	EA	\$450.00
111490	TacTiles® Non-wet Adhesive (1 Sheet) for Modular Carpet	EA	\$1.00
1001416	2000 Plus (1 Gallon) for LVT and Modular Carpet	EA	\$26.50
1001417	2000 Plus (4 Gallon) for LVT and Modular Carpet	EA	\$91.52
790-6694	AC 100 Adhesive (3.08 Gallon) for nora rubber flooring	EA	\$114.93
687-907 (5059007)	Stepfix nora by Interface Rubber Stairtread Tape Adhesive, 240mm x 50m Roll	EA	\$203.46
572-465 (5050142)	Stairtreads: nora by Interface Round 5 mm 4' Length treads	EA	\$55.17
572-466 (5050216)	Stairtreads: nora by Interface Round 5 mm 5' Length treads	EA	\$68.96
572-467 (5050221)	Stairtreads: nora by Interface Round 5 mm 6' Length treads	EA	\$82.75
522-712	Rubber Wall Base: nora by Interface 2 1/2" cove or straight, 120 LF per roll	LF	\$0.56
522-820 (5050147)	Rubber Wall Base: nora by Interface 4" cove, 120 LF per roll	LF	\$0.70
522-799 (5050147)	Rubber Wall Base: nora by Interface 4" straight, 120 LF per roll	LF	\$0.74
522-796	Rubber Wall Base: nora by Interface 6" cove or straight, 120 LF per roll	LF	\$1.06

INTERFACE CONTRACT MODIFICATION: 55

SIN ANCILLARY - Supplies and Services

Description	Rates
Modular Carpet Tile Installation (During normal business hours on a prepped clean floor)	\$6.94 to max \$10.05 for <u>High Cost Areas</u> (Per Sq. Yd.)
Hard Surface (LVT) Installation (During normal business hours on a prepped clean floor)	\$2.75 to max \$4.56 for <u>High Cost Areas</u> (Per Sq. Ft.)
Resilient Rubber Tile Installation (During normal business hours on a prepped clean floor)	\$4.20 to max \$6.88 for <u>High Cost Areas</u> (Per Sq. Ft.)
Modular Carpet Tile Removal (During normal business hours on a prepped clean floor)	\$2.97 to max \$4.70 for <u>High Cost Areas</u> (Per Sq. Yd.)
Furniture Lifting for modular carpet or LVT Installation (Carpet and LVT installation rates not included)	\$6.59 to max \$11.68 for <u>High Cost Areas</u> (Per Sq. Yd.)
Carpet Disposal (Does not included fees for reclamation (recycling) of old carpet)	\$1.66 to max \$3.37 for <u>High Cost Areas</u> (Per Sq. Yd.)
Reclamation Prep Fee (recycling fees and shipping not included)	\$1.42 to max \$1.86 for <u>High Cost Areas</u> (Per Sq. Yd.) -
Floor Prep - Material and Time (Complex environmental problems, such as asbestos abatement, mold and mildew, or extensive floor preparation shall be negotiated with the Government on a case-by-case basis)	\$60.45 to max \$90.68 <u>High Cost Areas (Per Hour)</u>
Cove Base 4" Vinyl - Material and Installation	\$1.88 to max \$2.74 per linear foot for High Cost Areas
Vinyl Transition Strips (carpet to resilient) - Material and Installation	\$2.24 to max \$4.45 per linear foot for High Cost Areas

Dealer Service Fee	
All GSA contract orders are subject to a Procurement Management Fee, up to 15% of the Interface branded product price when purchased through InterfaceSERVICES or a dealer/reseller. The dealer service fee will be listed as a separate line item on all quotes and invoices.	Upcharge
	15%
High Cost Areas: Boston, Chicago, Kansas City, St. Louis, Los Angeles, Miami, New York, San Francisco, San Diego & Philadelphia, Washing DC.	
Installation shall be in accordance with Interface's instructions and the Carpet and Rug Institute (CRI) Standards for Installation of Textile Floorcovering Materials (104 for Commercial/105 for Residential).	
Installation rates are based on an open, empty office/ dormitory/quarters space on a "clean floor." A "clean floor" is one where the condition is appropriate to accept carpet with no additional preparation other than possibly sweeping clean.	
All installation work is guaranteed for one year for any defect in workmanship and materials used to install the carpet.	
The Interface branded flooring, adhesive and accessories may be invoiced separately from installation services and sundry items.	
Dealer/Reseller Reimbursement for Tax	
When material and installation is purchased through a local dealer/reseller with an authorization letter from the Federal Government, a separate charge for taxes will be included on the quote and invoice in states where the dealer/reseller must pay state or local tax. Pertinent to F.A.R. section 52.229-4©, the dealer/reseller will charge for a reimbursement of taxes imposed on them.	Upcharge
	Varies by State

Contractor Use of GSA Federal Supply Schedules

In accordance with FAR Part 51.1, Contractor Use of Government Supply Sources, contractors/dealers can be given the authority to make purchases against Federal Supply Schedule (FSS) contracts on behalf of the government.

GSA Contracting officers should refer to FAR 51.101 regarding the authorization for contractors to use Federal Supply Schedule contracts in the performance of government contracts. A sample format, which may be used to create a letter of authorization (LOA), is attached.

Contractors/dealers placing any orders under Federal Supply Schedule must comply with the terms of the applicable Schedule and letter of authorization. In accordance with FAR 51.103, contractors shall include the following with each order placed under Federal Supply Schedules:

1. A copy of the letter of authorization, unless a copy of the authorization was previously furnished to the Federal Supply Schedule contractor.
2. The following statement: "This order is placed under written authorization from [Insert agency name] dated [insert date of LOA]. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

The terms and conditions of this order are limited to those contained in Interface's Federal Supply Schedule, GS-03F-0056AA. Any additional terms and conditions referenced or provided with this order are not incorporated, do not apply and have no effect."

Please be advised that NO ADDITIONAL OR DIFFERING TERMS AND CONDITIONS REFERENCED OR PROVIDED WITH AN ORDER SUBMITTED TO INTERFACE BY THE ORDERING CONTRACTOR/DEALER will apply or be incorporated without prior agreement with Interface's Contracts department.

Sample Format for LOA

Letter Authorizing use of Multiple Award Schedule contracts

[Insert Date]

[Insert Company Name]

[Insert Attention: POC]

[Insert Address]

Subject: Authorization to Utilize GSA Multiple Award Schedule contracts

Reference: [Insert Contractor Name & Task Order Number]

[Insert Company Name] is hereby authorized to place orders under the GSA Multiple Award Schedule program as an alternative source in procuring equipment and supplies for services for the exclusive use and ownership of the Government. This authority applies to the above referenced Task Order. Such authority may be exercised at any time prior to the Order completion date of [Insert Contract Completion Date].

You are responsible for compliance with the applicable acquisition policies and procedures prescribed in FAR 51.1, particularly FAR 51.103, regarding purchasing from GSA Multiple Award Schedule contracts. Please reference this letter and the contract number on any delivery orders issued subject to this authority. The following statement shall be included on your Schedule Purchase Order:

This Order is authorized by [Insert OCO's Organization], per letter dated [Insert Date]. In the event of any inconsistency between the terms and conditions of this Order and those of the Multiple Award Schedule contract, the latter will govern.

You are authorized to order only those supplies and services required in the performance of this Task Order. You shall maintain records for all property or services acquired under this authorization, including orders, receipts, inspections, usage, and payments.

Should you have any questions, please feel free to contact me.

Sincerely,

[Contracting Officer Name]

[Division Name]

[Contact Information]

Contractors Placing Orders on Behalf of the Government Must:

- Identify and separate those ancillary supplies/services that are proposed to be purchased under the FAR Part 51 authority on the quote submitted to the Federal government and on the subsequent invoice.
- Purchase supplies and/or services at the Schedule contract price (or lower) with no fee/surcharge/markup. If supplies and/or services are provided by the selling contractor at lower than the contract price, the buying contractor must pass on the savings by invoicing the Federal government accordingly.
- Ensure that the products and/or services procured under FAR 51 procedures are ancillary to the overall project/order.
- Provide a copy of the written authorization from the Federal government with each applicable order to the selling contractor.
- Ensure that the buying contractor's Schedule contract number is on each order issued to the selling contractor.
- Remit full payment to the selling contractor.
- Submit documentation of the transmittal of full payment to the selling contractor/dealer when invoicing the Federal government.
- Follow any applicable FSS or GSA Global Supply Program ordering procedures in addition to procedures outlined in FAR 8.405-1 and FAR Part 51.

Shop-Northville FD East Side

05 November 2021 : Shop-Northville FD-East Side-11-5-2021

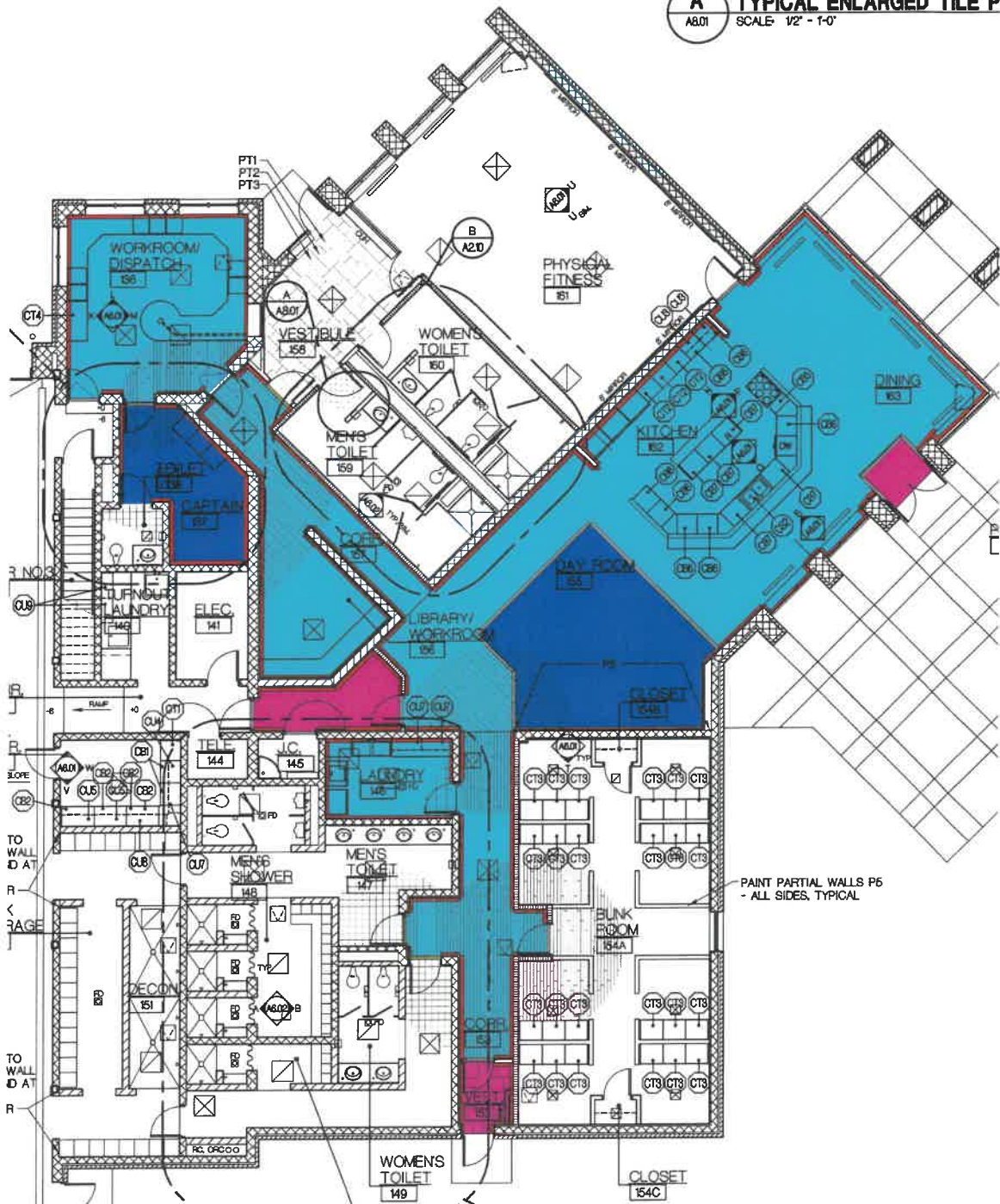
45745 6 Mile Rd
Northville, MI 48168

Summary Report

- Interface Carpet Tile
- Interface Walk Off Carpet Tile
- Interface LVT
- 4" Standard Cove Base
- Leveling Strip Reducer

Scale 1:190 (original drawing scale 1:96)

A TYPICAL ENLARGED TILE P
A8.01 SCALE: 1/2" = 1'-0"



PAINT PARTIAL WALLS P6
- ALL SIDES, TYPICAL

The Carpet Workroom, Inc.

23000 Venture Dr. Novi, MI 48375 Phone: (248) 349-5212 Fax: (248) 349-5262

November 8, 2021

Township of Northville
44405 Six Mile Rd
Northville, MI 48168

Proposal # RII-20672-21
Northville FD " East Side"
45745 6 Mile Rd
Northville, MI 48168

[ATTN: Brandon](#)

EAST SIDE

			<u>Allowance</u>
Material:	2,314 Ft	Supply Interface LVT Style: Studio Set	
	66 Yds	Supply Interface Walk Off Carpet	\$ 45.00 Yds
	24 Yds	Supply Interface Standard Carpet Tile Style: AE310	
	600 Ft	Supply 4" Standard Cove Base	
Labor:	2,270 Ft	Demo existing VCT	
	2,314 Ft	Skimcoat Floor to accept new flooring	
	600 Ft	Demo existing Base	
	90 Yds	Install Carpet Tile	
	2,314 Ft	Install LVT	
	600 Ft	Install 4" Standard Cove Base	
	10 Ft	Supply and Install Leveling Strip	
	96 Ft	Supply and Install Reducer	
		TOTAL MATERIAL AND LABOR:	\$ 24,744.46
		Floor prep @ T&M	\$ 65.00 P.M.H.
		Material for floor prep to be billed separately	

Before the job begins or any materials are ordered (if needed) by The Carpet Workroom, a 50% deposit is required before the order is placed or any work is started. Please call to verify the amount.

The above bid contains material and labor for carpet and resilient flooring at standard rates. An additional 30% will be added for overtime.

Upon acceptance of this bid, please fax a purchase order or refax this proposal with the appropriate signature below. Our fax number is (248) 349-5262.

Thank you for the opportunity to quote. Proposal submitted by John Lukasik Jr.

Northville Police Department accepts this bid:

For Office Use Only:

___ Field Measure

Authorized Signature

___ Take Off

5.C

**Board of Trustees
Request for Action**

Meeting Date:	11/18/2021
Agenda Item:	Fire Department Ambulance Billing Service Agreement
Department:	Department of Public Safety - Fire
Support & Background Information:	<p>Northville Township contracts with a 3rd party for the fire departments ambulance cost recovery billing service. The AccuMed Group handles the billing for the fire departments ambulance transportation. Our 5-year contract with The AccuMed Group expires on November 30, 2021.</p> <p>We have been extremely satisfied with the services we have received from The AccuMed Group and wish to continue utilizing their services with a contract renewal.</p> <p>The City of Warren completed a RFP (RFP-W-9148) which was posted on MITN, a cooperative purchasing group. This was awarded to The AccuMed Group. The AccuMed Group has agreed to extend the pricing to Northville Township.</p> <p>We are recommending that we piggyback onto this bid.</p> <p>We currently pay a billing service fee of 5.6%. The proposed contract has a billing service fee of 5.0% for 5 years with an option for extension.</p> <p>Based off of expected revenue (\$600,000) the billing fee would be \$30,000 annually. This has an estimated savings of \$3,600 annually (0.6%).</p> <p>Other municipalities who have joined this bid include: St. Clair Shores, Sterling Heights, Farmington Hills, Dearborn, Dearborn Heights, Lansing, Rochester Hills and Roseville.</p>
Budget Impact:	Ambulance billing was budgeted in FY '22 for \$33,600. This proposed contract renewal has a savings of \$3,600 for FY '22.
Suggested Motion:	Motion to renew our ambulance billing service agreement with the AccuMed Group for a period of 5 years.

BOT Comments/Questions:

Follow-up:	M/S	BOARD MEMBER	YES	NO
		Abbo		
		Lundberg		
		Rhines		
		Frush		
		Herrmann		
		Jankowski		
		Roosen		

BILLING SERVICE AGREEMENT

AccuMed:	AccuMed Billing, Inc. a Michigan corporation 23521 Telegraph Rd. Brownstown, MI 48193	Customer:	Northville Township Fire Department 45745 Six Mile Road Northville, Michigan 48167
Phone:	(734) 479-6300	Phone:	248-348-5807
Facsimile:	(734) 479-6319	Facsimile:	248-348-5840
Contact:	Ned Suddendorf	Contact:	Brent Siegel
		Effective Date:	December 1, 2021

THIS AGREEMENT is made by and between AccuMed and Customer.

THE TERMS AND CONDITIONS SET FORTH HEREINAFTER ARE A PART OF THIS AGREEMENT. ACCUMED AND CUSTOMER EACH ACKNOWLEDGE THAT ITS AUTHORIZED REPRESENTATIVES HAVE READ THIS AGREEMENT, UNDERSTAND IT, AND THE PARTIES AGREE TO BE BOUND BY IT. THE PARTIES AGREE AND UNDERSTAND THAT THIS AGREEMENT SHALL NOT BE BINDING UNTIL EXECUTED BY ACCUMED AND APPROVED BY THE NORTHVILLE TOWNSHIP COUNCIL AND EXECUTED BY MAYOR AND CLERK ON BEHALF OF CUSTOMER.

TERMS AND CONDITIONS

1. SERVICES.

A. From the Effective Date to the date of the termination of this Agreement AccuMed agrees to perform those activities which are reasonably necessary to invoice on behalf of Customer all of the following services provided by Customer:

- 1) Emergency Medical Transport Services (“EM Services”)
- 2) Fire Services. For purposes of this Agreement the term “Fire Services” shall include services provided by Customer, excluding EM Services, which AccuMed hereby agrees to invoice on behalf of Customer, such as, but not limited to, Haz Mat, Extrication, stand-by suppression and similar services.

B. AccuMed shall provide Ambulance Billing Services for customer’s EM Services and Fire Services, which shall include:

- 1) Reporting to Customer.
- 2) Assist Customer in obtaining any and all required provider numbers.
- 3) Assist Customer in filing required information with the State of Michigan.
- 4) Assist Customer in determining permissible and optimum charges for the services for which AccuMed is billing.
- 5) Send representatives to meet with City staff to a) review specific concerns or issues, and b) to provide training for Customer's Fire Department administration staff on the software to be utilized to implement this Agreement.
- 6) Accept and reasonably respond to Fire Department EMS Transport consumer billing inquiries and retrieval of medical records on ordinary business days from 8:00 am to 6:00 pm.

C. Customer acknowledges and agrees that: (i) during the term of this Agreement all relevant information relating to the selected services identified in Section 1.A. shall be delivered to AccuMed and AccuMed shall be the sole source for processing such bills; (ii) AccuMed is not responsible for the accuracy of any of the back-up documentation that Customer or third party provides relating to Customer's services identified in Section 1.A.; (iii) AccuMed is not responsible for validating or verifying the accuracy of such documentation or detecting or correcting errors in documentation relating to the services identified in Section 1.A.; and (iv) Customer shall defend and hold AccuMed harmless from all liabilities, costs and expenses (including actual attorneys fees) related or arising out of Customer's performance of its services identified or incorporated in Section 1.A to the extent provided in the Insurance Section of this agreement.

D. AccuMed shall process all invoices for services rendered by Customer within ten business days from the date AccuMed receives accurate and complete information, which will permit Customer to perform its services identified or referenced in Section 1.A. of this Agreement, and will provide daily claim filing electronically with Medicare, Medicaid, Blue Cross/Blue Shield, and commercial networks. Such information shall include, but not necessarily be limited to: the amount Customer charges for its services, fully completed incident reports which satisfy all signature requirements, including the then current Medicare signature and authorization requirements, demographic, procedure, charge, diagnosis and treatment related information, Advance Beneficiary Notice, Physician's Certification Statement, copy of the Advanced Life Support incident report when receiving intercept services, all supplemental forms and reports as well as such other information and documentation as AccuMed shall reasonably request (collectively the "Billing Information").

E. AccuMed shall promptly notify Customer if AccuMed fails to process the invoices described in part C immediately above within thirty (30) days of AccuMed's receipt of accurate and complete Billing Information. Customer agrees that AccuMed shall have no liability

or responsibility for any change or changes made by Customer to any of the Billing Information, nor shall such change or changes be effective, until AccuMed has acknowledged in writing such change or changes, and that such acknowledgement shall be provided within a reasonable time. Customer agrees that it must use AccuMed's approved forms to make any change or changes to the Billing Information. AccuMed agrees and understands that it will soft bill residents of the City of Northville Township in that collection beyond available insurance, private and governmental, will not be made.

F. AccuMed shall, if so requested by Customer, deposit all cash receipts into a lock box or bank account established and paid for by Customer, and shall direct all other payments to such lock box or bank account. AccuMed shall have no right to negotiate checks payable to Customer. AccuMed shall instruct all prospective payers billed for the services identified in Section 1.A. to make all funds payable to Customer.

2. TERM. Except as otherwise provided in this Agreement, this Agreement will commence on the Effective Date and shall continue for a period of five (5) years (the "Initial Term"). At the end of the Initial Term and except as otherwise provided in this Agreement, this Agreement may be renewed upon the terms of this Agreement, unless otherwise agreed, for two additional two (2) year terms, and an additional one (1) year term, or any combination of renewal years up to a maximum of five (5) years with the approval of the Customer, including approval of Northville Township City Council, provided notice of such renewal is given to AccuMed in writing prior to the expiration of the prior term.

3. CUSTOMER'S OBLIGATIONS AND AUTHORIZATION REQUIREMENT.

A. Customer agrees that, during the term of this Agreement, all Billing Information relating to the selected services identified or incorporated in Section 1.A. shall be delivered to AccuMed and AccuMed shall be the sole source for processing such bills for Customer.

B. Customer agrees to provide any and all information which AccuMed may, from time to time, reasonably request in order for it to perform its services hereunder, including, but not limited to, complete, accurate and prompt (i) Billing Information, including incident reports which satisfy all signature requirements, including Medicare's then current signature and authorization requirements, (ii) notification to AccuMed of names of each person or entity who has paid an invoice billed by AccuMed on the Customer's behalf, and (iii) all supplemental forms and reports required for billing such as, but not limited to, Advanced Beneficiary Notice, Physician's Certification Statement and a copy of the Advanced Life Support incident report when receiving intercept services. With respect to all amounts received by Customer for Fire Services that were at any time billed by AccuMed, Customer agrees to give written or electronic notice to AccuMed stating the name of the payee and the amount received by Customer for said Fire Services within fourteen (14) days of Customer's receipt of such payment.

C. Customer hereby authorizes AccuMed to use its provider numbers and agrees to execute any and all documentation, which may be necessary in connection therewith, provided however, AccuMed will protect such numbers from disclosure to third parties or from misuse or misappropriation, and such numbers will only be used by its employees with a need to know for purposes of performing services under this Agreement.

D. Customer agrees that AccuMed, including but not limited to its employees, representatives, contractors and agents, shall not be required to travel to visit Customer's location(s) or for any other reason connected with Customer's business more than three (1) times in any consecutive twelve (12) month period. In the event Customer requests more than three (3) such visits within said time period, all out of pocket expenses incurred in connection therewith shall be paid by Customer upon receipt of an invoice from AccuMed.

4. PAYMENT AND COLLECTION.

A. In full payment for AccuMed's services provided herein, Customer agrees to pay the following amounts:

STANDARD BILLING FEES

- 1) Years 1 through 5 – An amount equal to five (5%) percent of the amount collected each month for EM Services less refunds on overpayments and an amount equal to five (5%) percent of the amount received by Customer each month for Fire Services billed by AccuMed, including all amounts received as the result of efforts by Customer or other parties acting on behalf of Customer, less refunds on overpayments.
- 2) First Renewal Term, Years 6 and 7 – 5.20%.
- 3) Second Renewal Term, Years 8 and 9 – 5.30%.
- 4) Final Renewal Term, Year 10 – 5.20%.

AccuMed shall be entitled to no other fees or compensation except what is expressly provided for in the Contract Documents.

B. AccuMed shall invoice Customer on a monthly basis for the services provided under this Agreement. Customer agrees to pay each such invoice by the 45th day following receipt of the invoice. In the event AccuMed receives more than one (1) payment for its services with respect to an invoice processed by AccuMed on behalf of Customer, and in the event AccuMed receives overpayments, AccuMed agrees to refund to Customer the amount it receives, including its fee, that is in excess of the amount AccuMed is entitled to under the terms of this Agreement.

5. HIPAA REQUIREMENTS.

HIPAA BUSINESS ASSOCIATE AGREEMENT

This Business Associate Agreement ("Agreement") is between Northville Township Fire Department, a Michigan Municipality ("COMPANY"), and ACCUMED BILLING, INC., a Michigan corporation ("Business Associate"), located at P.O. Box 2122, Riverview, Michigan 48192, including all office locations and other business locations at which Business Associate data may be used or maintained. The purpose of this Agreement is to comply with the privacy and security regulations issued by the United States Department of Health and Human Services ("HHS") under the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and the provisions of the Health Information Technology for Economic and Clinical Health Act ("HITECH"), which is a part of the American Recovery and Reinvestment Act of 2009 ("ARRA"). COMPANY and Business Associate may be referred to herein individually as "Party" or collectively as "Parties."

RECITALS

- A. COMPANY acknowledges that it is a Covered Entity subject to the Privacy and Security Rules (45 CFR Parts 160 and 164) promulgated by the United States Department of Health and Human Services pursuant to the Health Insurance Portability and Accountability Act of 1996 (HIPAA Rules), Public Law 104-191.
- B. Business Associate provides services to COMPANY pursuant to one or more Billing Services Agreements ("Service Agreements").
- C. In the course of executing the Service Agreement requests, Business Associate may come into contact with, maintain, Use or Disclose Protected Health Information ("PHI") (defined in Section 1 below). Said Service Agreements are hereby incorporated by reference and shall be taken and considered as a part of this document the same as if fully set out herein.
- D. By signing Said Service Agreements, AccuMed agrees that it is a Business Associate and will comply with the terms below, in addition to other applicable Contract terms and conditions, and applicable law, relating to the safekeeping, use, and disclosure of PHI. This Amended Schedule C to the Services Agreement comprises the Business Associate Agreement.
- E. In accordance with the federal privacy and security regulations set forth at 45 CFR Part 160 and Part 164, Subparts A, C, D and E, which require COMPANY to have a written memorandum with each of its Business Associates, the Parties wish to establish satisfactory assurances that Business Associate will appropriately safeguard PHI and, therefore, execute this Agreement.

1. DEFINITIONS.

Terms used, but not otherwise defined, in this Agreement shall have the same meaning as those terms under the HIPAA Security and Privacy Rules (45 CFR Parts 160, 162 and 164), in the HITECH Act (42 USC §§17901 *et seq.*), and in any subsequent creation or modification thereof.

For purposes of this Agreement, the following terms shall have the meaning ascribed to them below:

- A. "**Authorized Employee**" means any member of the Workforce of COMPANY who may receive PHI relating to Treatment, Payment, and Health Care Operations
- B. "**Breach**" or "**Breached**" as defined in 45 CFR §164.402, is the acquisition, access, use, or disclosure of PHI that is not permitted by the HIPAA privacy rule and which compromises the security or privacy of the PHI. The acquisition, access, use or disclosure of PHI in a manner not permitted by the privacy rule is presumed to be a breach unless a risk assessment, which will include the factors in 45

CFR §164.402(2), demonstrates that there is a low probability that the PHI has been compromised.

C. "**Business Associate**" shall have the same meaning as the term is defined at 45 CFR § 164.103, and in reference to this Agreement shall mean **AccuMed Billing, Inc.**

D. "**Business Associate Agreement**" means the agreement between a Covered Entity and Business Associate or Business Associate and Subcontractor, and a Subcontractor with its Subcontractors, regardless of tier as provided in 45 CFR § 164.502(e).

E. "**Covered Entity**" shall generally have the same meaning as the term "covered entity" at 45 CFR 160.103, and in reference to the party to this agreement, shall mean [COMPANY].

F. "**Designated Record Set**" shall have the meaning set out in its definition at 45 CFR § 164.501, including the group of medical records and billing records maintained by or for

COMPANY or (ii) used, in whole or in part, to make decisions about Individuals. As used in these HIPAA Policies and Procedures the term "record" means any item, collection, or grouping of information that includes PHI and is maintained, collected, used, or disseminated by or for COMPANY.

G. **"Electronic Protected Health Information"** (e-PHI) shall have the meaning set out in its definition at 45 CFR § 160.103.

H. **"Encryption"** means the process using publicly known algorithms to convert plain text and other data into a form intended to protect the data from being able to be converted back to the original plain text by known technological means.

I. **"Individually Identifiable Health Information"** means information that is a subset of health information, including demographic information collected from an individual, and which is created or received by a health care provider, health plan, employer, or health care clearinghouse; and relates to the past, present, or future physical or mental health or condition of an Individual; the provision of health care to an Individual; or the past, present, or future Payment for the provision of health care to an Individual; and that identifies the Individual; or with respect to which there is reasonable basis to believe the information can be used to identify the Individual. Individually Identifiable Health Information includes part or all of the following demographic information: name or partial name, address, Social Security number, Zip code, birth date, phone number, diagnosis or mental health status, employer, relatives, billing information or any other combination of information used to identify a Individual, in addition to additional information enumerated in 45 CFR. 160.103.

J. **"Limited Data Set"** means PHI that excludes the following direct identifiers of a Individual or of relatives, employers, or household members of a Individual: (i) names; (ii) postal address information, other than town or city, State, and zip code; (iii) telephone numbers; (iv) fax numbers; (v) electronic mail addresses; (vi) Social Security numbers; (vii) medical record numbers; (viii) health COMPANY beneficiary numbers; (ix) account numbers; (x) certificate/license numbers; (xi) vehicle identifiers and serial numbers, including license plate numbers; (x) device identifiers and serial numbers; (xi) Web Universal Resource Locators (URLs); (xii) Internet Protocol (IP) address numbers; (xiii) biometric identifiers, including finger and voice prints; and (ix) full face photographic images and any comparable images.

K. **"Minimum Necessary"** means the Use and Disclosure of PHI, to the extent practicable, of the Limited Data Set, or, if needed, to the minimum PHI necessary to accomplish the intended purpose of the Use, Disclosure or request, pending further guidance from the Secretary of HHS.

L. **"Physical Safeguards"** shall mean physical measures, policies, and procedures to protect an Entity's electronic

Information Systems and related buildings and equipment, from natural and environmental hazards and unauthorized intrusions.

M. **"Privacy Rule"** shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 CFR Part 160 and Part 164, subparts A, and E.

N. **"Protected Health Information"** or "PHI" shall have the same meaning as the term "protected health information" in 45 CFR § 160.103, including Individually Identifiable Health Information created or received by COMPANY., in any form, electronic or paper, that relates to a Individual's past, present or future: (i) physical or mental health or condition; (ii) provision of health care; or (iii) Payment for the provision of health care.

O. **"Required By Law"** shall have the same meaning as the term "required by law" in 45 CFR § 164.103.

P. **"Security Incident"** shall mean the attempted or successful unauthorized access, Use, Disclosure, modification, or destruction of information or interference with System operations in an information System

Q. **"Security Rule"** shall mean the Security Standards for the Protection of Electronic Protected Health Information" at 45 CFR Parts 160 and 164, Subparts A and C.

R. **"Subcontractor"** shall mean a person to whom a Business Associate delegates a function, activity or service, and the subcontractor of the subcontractor regardless of tier, *i.e.*, all of the downstream entities that receive, access, maintain and/or disclose PHI, other than in the capacity of a member of the Workforce of such Business Associate or Subcontractor.

S. **"Technical Safeguards"** means the technology and the policy and procedures for its use that protect ePHI and control access to it.

T. **"Unsecured PHI"** shall mean protected health information that is not rendered unusable, unreadable, or indecipherable to unauthorized persons through the use of Encryption or a technology or methodology specified by the Secretary.

U. **"Violation"** means (i) a Breach of Unsecured PHI, (ii) a Security Incident; and/or (iii) a non-permitted Use or Disclosure of PHI.

2. OBLIGATIONS OF BUSINESS ASSOCIATE.

Business Associate includes its directors, officers, subcontractors, employees, affiliates, agents, and representatives.

A. **Uses and Disclosures.** Business Associate agrees not to use or disclose Protected Health Information other than as permitted or required by this Agreement, the Services Agreement or as Required By Law.

B. **Appropriate Safeguards.** Business Associate shall use appropriate administrative, physical and technical

safeguards that reasonably and appropriately protect the confidentiality, integrity and availability of the Covered Entity's PHI and ePHI that it creates, receives, maintains, or transmits on behalf of the Covered Entity and to prevent the use, disclosure or access of the PHI, other than as provided for by this Agreement or the Services Agreement. For ePHI, appropriate safeguards mean all the safeguards of the HIPAA security rule and shall include encryption or any other technologies and methodologies prescribed by the Secretary of the Department of Health and Human Services in regulations implementing the HITECH Act. Business Associate shall verify that it has implemented such safeguards and complies with all standards and implementation specifications set out in the privacy and security regulations.

C. Reporting of Improper Use or Disclosures, Security Incidents and Breaches.

1. **Improper Use or Disclosure.** Business Associate shall report to Privacy Officer of the Covered Entity any use or disclosure of PHI or ePHI not provided for by the Services Agreement and this Agreement within (5) days of becoming aware of such use or disclosure. A full written report will be provided to the Privacy Officer no later than ten (10) business days from the date the Business Associate becomes aware of the improper use or disclosure.

2. **Security Incident.** Business Associate shall report to Privacy Officer of the Covered Entity any successful security incident within five (5) days of becoming aware of such incident, regardless of whether the incident constitutes a Breach as defined in 45 CFR §164.202. A full written report will be provided to the Privacy officer no later than ten (10) business days from the date the Business Associate becomes aware of the incident, provided that to avoid unnecessary burden on either Party, Business Associate will only report attempted but unsuccessful Security Incidents which Business Associate becomes aware of in accordance with a schedule mutually acceptable to the Parties and provided that any reporting shall be made no more often than is reasonable based upon the relevant facts, circumstances and industry.

3. **Breaches.** In the event of a Breach of Unsecured PHI that Business Associate accesses, maintains, retains, modified, records, stores, destroys, or otherwise holds or uses on behalf of Covered Entity, Business Associate shall report such Breach to Covered Entity immediately, but in no event more than five (5) days after discovering the Breach. A Breach shall be treated as discovered at the point when any member of the Business Associate's workforce, contractors, agents or officials is aware, or would be aware by exercising reasonable diligence, of the Breach. A full written report will be provided to the Privacy Officer no later than ten (10) business days from the date the Business Associate becomes aware of the Breach.

Notice of a Breach shall be in writing and shall include, at a minimum: (a) the identification of each individual whose PHI has been, or is reasonably believed to have been,

accessed, acquired, or disclosed during the breach; (b) a description of what happened, including the date of the Breach and the date of discovery of the Breach; (c) a description of the types of PHI that were involved in the Breach; (d) steps individuals should take to protect themselves from potential harm resulting from the Breach; (e) the identity of who made the non-permitted access, use or disclosure and who received the non-permitted access, use or disclosure, (f) a description of the Business Associates' investigation and response to the Breach, (g) actions taken to prevent any further non-permitted access, uses or disclosures, and (h) actions taken to mitigate any deleterious effect of the non-permitted access, use or disclosure. Business Associate will provide additional information to the Covered Entity as requested.

4. **Mitigation.** Business Associate shall, in consultation with Covered Entity, mitigate, to the extent practicable, any harmful effect to Covered Entity from an unauthorized use or disclosure of PHI or from any security incident by Business Associate in violation of the requirements of this Agreement or from a Breach of Unsecured PHI.

D. **Minimum Necessary.** Business Associate, its agents or subcontractors shall only request, use and disclose the minimum amount of PHI necessary to accomplish the purpose of the request, use or disclosure.

E. **Access to and Amendment of PHI.** If Business Associate maintains PHI in a Designated Record Set, Business Associate shall, at the request of Covered Entity and as specifically directed by the Covered Entity,, (1) make the PHI available to an Individual in compliance with 45 CFR §164.524 and section 13405(e) of the HITECH Act and any regulations promulgated thereunder; or (2) make amendment(s) to PHI in accordance with 45 CFR §164.526. If an Individual makes a request for access or for amendment of PHI directly to Business Associate, such request shall be forwarded to Covered Entity in writing within two (2) business days of the request. Covered Entity shall be responsible for responding to such requests in accordance with the regulations.

F. **Accounting and Documentation of Disclosures.** Business Associate agrees to document disclosures of PHI and information as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures in accordance with 45 CFR §164.528 and the HITECH Act, as applicable. At a minimum, such documentation shall include: (i) the date of the disclosure; (ii) the name of the entity or person who received PHI and, if known, the address of the entity or person; (iii) a brief description of the PHI disclosed; and (iv) a brief statement of the purpose of the disclosure that reasonably informs the Individual of the basis for the disclosure. This documentation will be retained for a period of six (6) years following the disclosure unless it is transferred to the Covered Entity at the termination of the Services Agreement. Upon request by Covered Entity, Business Associate shall provide such documentation to Covered

Entity to respond to request by an Individual for an accounting of disclosures of PHI in accordance with 45 CFR §164.528. In the event that an Individual requests an accounting directly to Business Associate, Business Associate shall forward such request to Covered Entity in writing within two (2) business days of receipt of such request. It shall be Covered Entity's responsibility to prepare and deliver any such accounting to the Individual.

G. Audits, Inspection, and Enforcement. Within ten (10) days of a written request by Covered Entity, Business Associate shall allow Covered Entity to conduct a reasonable inspection of the facilities, systems, books, records, agreements, policies and procedures relating to the use or disclosure of PHI pursuant to this Agreement for the purpose of determining whether Business Associate has complied with this Agreement. The fact that Covered Entity inspects, or fails to inspect, does not relieve Business Associate of its responsibility to comply with this agreement, nor does Covered Entity's failure to detect an unsatisfactory practice constitute acceptance of such practice or a waiver of Covered Entity's enforcement of rights under this Agreement.

H. Governmental Access to Records. Business Associate agrees to make internal practices, books, and records, including policies and procedures and PHI relating to the use and disclosure of PHI received from, or created or received by Business Associate on behalf of Covered Entity available to the Secretary, in a time and manner reasonably designated by Covered Entity or designated by the Secretary, for purposes of the Secretary determining Covered Entity's compliance with the Regulations.

I. Training. Business Associate agrees to provide adequate training to its employees and subcontractors to ensure compliance with HIPAA and the HITECH Act.

J. Marketing. Business Associate shall use and disclose PHI for marketing purposes only as expressly directed by the Covered Entity, and in accordance with sec. 13406(a) of the HITECH Act and the Telephone Consumer Protection Act of 1991 ("TCPA"), 47 USC § 227 and regulations issued by the Federal Communications Commission pursuant thereto set forth in 47 CFR § 64.1200.

K. Sale of PHI and EHRs. Business Associate is prohibited from selling EHRs and PHI in accordance with sec. 13305(d) of the HITECH Act.

L. Business Associate's Agents. Business Associate shall ensure that any agent, including a subcontractor, to whom it provides PHI received from, or created or received by Business Associate on behalf of Covered Entity, agrees to the same restrictions and conditions that apply through this Agreement to Business Associate with respect to such information.

M. Privacy and Security Compliance: Business Associate will comply with all obligations of the Covered Entity when performing duties for the Covered Entity related to

compliance with the HIPAA, HITECH or any regulations promulgated thereunder.

N. Prevention of Identity Theft: If Business Associate is a Service Provider, as defined above, Business Associate shall perform all services and conduct all activities under the Service Agreement and this Agreement in accordance with reasonable policies and procedures which are designed to identify, prevent, and mitigate identity theft in accordance with the standards established by 16 CFR Part 681 and other applicable law. Business Associate shall provide such policies and procedures to Covered Entity upon request.

O. Exporting PHI: Business Associate, its agents and subcontractors will not export PHI beyond the borders of the United States without approval from Covered Entity.

3. COMPLIANCE WITH HIPAA PRIVACY AND SECURITY RULES.

Business Associate Acknowledges that it has a statutory duty under the HITECH Act to, among other duties, maintain, use and disclose PHI in compliance with 45 CFR §164.504(e) (the provisions of which have been incorporated into the Agreement), 45 CFR §164.308 (Security Standards), 45 CFR §164.310 (Administrative Safeguards), 45 CFR §164.312 (Technical Safeguards), and 45 CFR §164.316 (Policies and Procedures and Documentation Requirements), as amended from time to time. The Parties acknowledge that failure to comply with these or any other statutory duties may result in civil and/or criminal penalties under 42 USC §§1320d-5 and 1320d-6.

4. OBLIGATIONS OF COVERED ENTITY

A. Covered Entity shall notify Business Associate of any limitation(s) in the notice of privacy practices of Covered Entity under 45 CFR § 164.520, to the extent that such limitation may affect Business Associate's use or disclosure of protected health information.

B. Covered Entity shall notify Business Associate of any changes in or revocation of, the permission by an individual to use or disclose his or her protected health information, to the extent that such changes may affect the Business Associate's use or disclosure of protected health information.

C. Covered Entity shall notify Business Associate of any restriction on the use or disclosure of protected health information that Covered Entity has agreed to or is required to abide by under 45 CFR § 164.522, to the extent that such restriction may affect Business Associate's user or disclosure of protected health information.

D. Covered Entity shall not request Business Associate to use or disclose protected health information in any manner that would not be permissible under Subpart E of 45 CFR part 164 if done by Covered Entity.

5. TERM AND TERMINATION

A. **Term.** This Agreement shall be effective as of the date on which it has been signed by both parties. This Agreement shall terminate upon the expiration or termination of the Services Agreement of this Agreement.

B. **Termination in General.** Termination of the Services Agreement or this Agreement shall require Business Associate to return or destroy all PHI received from, or created or received by the Business Associate on behalf of COMPANY and shall further require Business Associate to ensure that all Subcontractors it may engage on its behalf that will have access to PHI agree to the same restrictions and conditions that apply to Business Associate with respect to disposition of such PHI.

C. **Termination for Cause.** This Agreement authorizes and Business Associate acknowledges and agrees COMPANY shall have the right to immediately terminate this Agreement and Service Agreement in the event Business Associate fails to comply with, or violates a material provision of this Agreement and any provision of the Privacy and Security Rules.

Upon COMPANY's knowledge of a material breach by Business Associate, COMPANY shall either: (1) Provide notice of breach and an opportunity for Business Associate to reasonably and promptly cure the breach or end the violation, and terminate this Agreement if Business Associate does not cure the breach or end the violation within the reasonable time specified by COMPANY; or (2) Immediately terminate this Agreement if Business Associate has breached a material term of this Agreement and cure is not possible; or

D. **Effect of Termination.** Upon termination of this Agreement for any reason, except as provided below, Business Associate shall at its own expense either return and/or destroy all PHI or ePHI and other Confidential Information received from COMPANY or created or received by Business Associate on behalf of COMPANY. This provision applies to all Confidential Information regardless of form, including but not limited to electronic or paper format. This provision shall also apply to PHI and other confidential information in the possession of Subcontractors of Business Associate. The Business Associate shall consult with the COMPANY as necessary to assure an appropriate means of return and/or destruction and shall notify COMPANY in writing when such destruction is complete. If information is to be returned, the Parties shall document when all information has been received by the COMPANY.

E. **Equitable Remedies.** Business Associate acknowledges and agrees that COMPANY will suffer irreparable damage upon Business Associate's breach of this Agreement, and that such damages shall be difficult to quantify. Business Associate acknowledges and agrees that COMPANY may file an action for an injunction to enforce the terms of this Agreement against Business Associate, in addition to any other remedy COMPANY may have, including reporting violations to the Secretary of HHS.

Where COMPANY has knowledge of any material breach by Business Associate, COMPANY may take proceedings against Business Associate before any court having jurisdiction to obtain an injunction or any legal proceedings to cure or stop such material breach, without more notice than is set forth in this Section of this Agreement.

6. MISCELLANEOUS.

A. **Indemnification.** Business Associate shall indemnify, defend and hold harmless, and shall require its Subcontractors to indemnify, defend and hold harmless COMPANY and its trustees, COMPANY administrators, directors, officers, Subcontractors, members of the Workforce, affiliates, agents, and representatives from and against any and all third party liabilities, costs, claims, suits, actions, proceedings, demands, losses and liabilities of any kind (including court costs and reasonable attorneys' fees) brought by any one or more of the following: (1) a third party, including Individuals and/or Authorized Representatives of Individuals; (2) the Secretary of HHS or any other governmental entity; (3) in accordance with the federal common law of agency, as provided in 45 CFR 164.402(c); 160.103; and/or (4) for breach of this Agreement arising solely from or relating to the acts or omissions of Business Associate or any of its directors, officers, Subcontractors, members of the Workforce, affiliates, agents, and representatives in connection with the Business Associate's or Subcontractor's performance under this Agreement, without regard to any limitation or exclusion of damages provision otherwise set forth in the Agreement. The indemnification provisions of this Section shall survive the termination of this Agreement.

B. **Identity Theft Program Compliance.** To the extent that COMPANY is required to comply with the final rule entitled "Identity Theft Red Flags and Address discrepancies under the Fair and Accurate Credit Transactions Act of 2003," as promulgated and enforced by the Federal Trade Commission (16 CFR Part 681) (the "Red Flags Rule") and that AccuMed is performing an activity in connection with one or more "covered accounts," as that term is defined in the Red Flags Rule, pursuant to the Contract, AccuMed shall establish and comply with its own reasonable policies and procedures designed to detect, prevent, and mitigate the risk of identity theft, which shall be consistent with and no less stringent than those required under the Red Flags Rule or the policies and procedures of COMPANY's Red Flags Program. AccuMed shall provide its services pursuant to the Contract in accordance with such policies and procedures. AccuMed shall report any detected "red flags," as that term is defined in the Red Flags Rule, to COMPANY and shall, in cooperation with COMPANY, take appropriate steps to prevent or mitigate identity theft.

C. **Insurance.** Business Associate shall obtain no later than one (1) month from effective date of this Agreement and maintain during the term of this Agreement liability insurance covering claims based on a violation of the Privacy Rule or any applicable law or regulation concerning

the privacy of a patient information and claims based on its obligations pursuant to this Section in an amount not less than \$1,000,000 per claim. Such insurance shall be in the form of occurrence-based coverage and shall name COMPANY as an additional name insured. A copy of such policy or certificate evidencing the policy shall be provided to COMPANY upon written notice.

D. **Limitation of Liability.** Neither party shall be liable to the other party for any incidental, consequential, special, or punitive damages of any kind or nature, whether such liability is asserted on the basis of contract, tort (including, without limitation, negligence or strict liability) or otherwise, even if the other party has been advised of the possibility of such loss or damages. The parties acknowledge and agree that Business Associate's liability to Covered Entity in connection with any claim by a third party, including, without limitation, any liability of Business Associate for contribution, shall be limited to the amount of liability to which Business Associate would be subject in a direct action by such third party under Michigan law.

E. **Regulatory Reference.** A reference in this Agreement to a section in the Privacy and/or Security Rule means the section as in effect or as amended.

F. **Amendment.** The parties agree to take such action as necessary to amend this Agreement from time to time to comply with the requirements of the Security and Privacy Rules, the HITECH Act and HIPAA.

G. **Survival.** The respective rights and obligations of Business Associate and Subcontractors shall survive the termination of this Agreement.

H. **Interpretation.** Any ambiguity in this Agreement shall be resolved in favor of a meaning that permits COMPANY and the Business Associate and Subcontractors to comply with the HIPAA Rules.

I. **Notices and Communications.** All instructions, notices, consents, demands, or other communications required or contemplated by this Agreement shall be in writing and shall be delivered by hand, by facsimile transmission, by overnight courier service, or by first class mail, postage prepaid, addressed to the respective party at the appropriate facsimile number or address as set forth on the first page of this Agreement, or to such other party, facsimile number, or address as may be hereafter specified by written notice. (For purposes of this section, effective notice to "Respective Party" is not dependent on whether the person named below remains employed by such Party.) The Parties agree to use their best efforts to immediately notify the other Party of changes in address, telephone number, fax numbers to promptly supplement this Agreement as necessary with corrected information.

All instructions, notices, consents, demands, or other communications shall be considered effectively given as of the date of hand delivery; as of the date specified for overnight courier service delivery; as of three (3) business days after the date of mailing; or on the day the facsimile

transmission is received mechanically by the facsimile machine at the receiving location and receipt is verbally confirmed by the sender.

H. **Strict Compliance.** No failure by any Party to insist upon strict compliance with any term or provision of this Agreement, to exercise any option, to enforce any right, or to seek any remedy upon any default of any other Party shall affect, or constitute a waiver of, any Party's right to insist upon such strict compliance, exercise that option, enforce that right, or seek that remedy with respect to that default or any prior, contemporaneous, or subsequent default. No custom or practice of the Parties at variance with any provision of this Agreement shall affect, or constitute a waiver of, any Party's right to demand strict compliance with all provisions of this Agreement.

I. **Severability.** With respect to any provision of this Agreement finally determined by a court of competent jurisdiction to be unenforceable, such court shall have jurisdiction to reform such provision so that it is enforceable to the maximum extent permitted by applicable law, and the Parties shall abide by such court's determination. In the event that any provision of this Agreement cannot be reformed, such provision shall be deemed to be severed from this Agreement, but every other provision of this Agreement shall remain in full force and effect.

J. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan except to the extent that Michigan law has been pre-empted by HIPAA and without giving effect to principles of conflicts of law. Jurisdiction shall be Oakland County, Michigan for purposes of any litigation resulting from disagreements of the parties for purpose of this Agreement and the Service Agreement (s).

K. **Independent Contractors.** None of the provisions of this Agreement are intended to create nor will they be deemed to create any relationship between the parties other than that of independent parties contracting with each other as independent contractors solely for the purposes effecting the provisions of this Agreement.

L. **Rights of Third Parties.** This Agreement is between the Provider and the Business Associate and shall not be construed, interpreted, or deemed to confer any rights whatsoever to any third party or parties.

M. **Validity of Execution.** Unless otherwise agreed, the parties may conduct the execution of this Business Associate Agreement transaction by electronic means. The parties may agree that an Electronic Record of the Agreement containing an electronic signature is valid as an executed Agreement.

6. TERMINATION. Notwithstanding the provisions of Section 2:

A. During the Initial Term either party has the right to terminate this Agreement on thirty (30) days' written notice of termination to the other, if (i) the other party defaults on any of its material obligations under this Agreement (including Customer's payment obligations, which shall be controlled by Section 6.B.) and such party has not begun to cure such default (which cure must be diligently pursued in a timely manner until completed) within fifteen (15) days after written notice of such default is delivered or thirty (30) days after written notice of such default is delivered in the case of default of payment obligations by customer; (ii) a court having appropriate jurisdiction enters a decree or order for relief in respect of the other party in an involuntary case under any applicable bankruptcy, insolvency or other similar law now or hereafter in effect; or (iii) the other party commences a voluntary case under any applicable bankruptcy, insolvency or other similar law now or hereafter in effect; and

B. This Agreement will terminate upon expiration of the Initial Term, unless renewed by Customer in accordance with Section 2. If renewed, this agreement will terminate upon expiration of any renewal term that is not successively renewed in accordance with Section 2.

C. Customer shall have no obligation to provide EMS Transport Services, Fire Service of any other service requiring AccuMed's service. Should Customer discontinue providing such service at any time, Customer may terminate this Agreement upon delivery of written notice to AccuMed at least thirty (30) days in advance of such termination.

7. TERMINATION PROCEDURES.

A. In the event of termination of this Agreement under the provisions of Sections 2 or 6, AccuMed shall, on the effective date of such termination (the "Termination Date"), cease to accept new Billing Information from Customer, but will continue to perform for a period ninety (90) days following the Termination Date (the "Wind Down Period") its services relating to Billing Information received prior to the Termination Date, in which case Customer shall be obligated to pay AccuMed all amounts invoiced to Customer through the end of the Wind Down Period in accordance with the provisions of Section 4 hereof.

B. Provided Customer has made substantially full payment of all amounts due and owing to AccuMed and AccuMed has reasonable grounds to believe that future amounts owed to it will be paid by Customer in a timely manner (together the "Transitional Pre-Conditions"), AccuMed agrees to provide to Customer reasonable assistance following the Termination Date to transition the services formerly provided by AccuMed back to Customer or to a third party selected by Customer. Customer agrees to promptly pay AccuMed's reasonable out of pocket costs and expenses incurred in connection with said transitional services.

8. CUSTOMER AUDITS. Customer will have the right under this Agreement to engage, at the sole expense of Customer, independent auditors (the "Auditors") (provided that such persons are not employed by or in any manner affiliated with any entity that performs services substantially similar to any services then being provided by AccuMed) for the purpose of performing audits that may be considered necessary by Customer to determine the accuracy and correctness of the accounting and internal control performed and maintained by AccuMed. AccuMed will cooperate by furnishing such Auditors with any and all information as is reasonably necessary to perform and complete all audit procedures determined to be necessary by the Auditors. However, the duplicating of reports previously provided to Customer will be subject to the fee specified in Section 4 of this Agreement, and if not specified in Section 4, then in such amount as is reasonably determined by AccuMed. Prior to performing such audits, Customer will cause the Auditors and Customer to execute an agreement to maintain the confidentiality of any information they receive about AccuMed's computer programs and software it employs, inventions, processes, trade secrets, technical information, know-how, plans, specifications, identity of customers and identity of suppliers, financial plans, patient records, its business practices, including but not limited to those relating to, its accounts payable, accounts receivable and billing systems such agreement to be in the form and substance reasonably satisfactory to AccuMed. Customer agrees that any such audit will be conducted at such times and in such a manner so as to avoid undue disruption of AccuMed's operations, and shall not be performed more than once during any consecutive twelve (12) month period unless Customer has reasonable cause to determine that an additional audit is warranted. Customer agrees to promptly pay to AccuMed all out of the ordinary costs and expenses AccuMed incurs relating to the audit, which costs and expenses shall not include the ordinary costs and expenses of cooperating in the auditing process.

9. OPERATING DISCLAIMER. Customer acknowledges that AccuMed has incentive to perform its services hereunder in a timely and proficient manner but that the timing and amount of collections generated by its services are subject to numerous variables beyond the control of AccuMed. THEREFORE, ACCUMED DISCLAIMS ANY AND ALL WARRANTIES AND REPRESENTATIONS, EXPRESS OR IMPLIED, PERTAINING TO THE TIMING AND AMOUNT OF COLLECTIONS GENERATED BY ITS SERVICES. Notwithstanding the foregoing, AccuMed agrees to perform its services hereunder with reasonable diligence in accordance with generally accepted professional and industry standards and applicable laws, rules and regulations.

10. LIMITATION OF LIABILITY. AccuMed shall exercise commercially reasonable efforts to prevent the loss or destruction of Customer's records. In the event of error or omission in the performance of its services, AccuMed will re-perform the services at no additional cost to Customer. Customer acknowledges that Customer shall be responsible for the accuracy of the codes, fees, Billing Information, and all other data Customer provided to AccuMed for use in the provision of its services.

11. NOTICES. Any notice required or permitted to be delivered hereunder shall be (i) delivered in person; (ii) sent by certified mail, return receipt requested, or by national overnight delivery service to the address set forth above; or (iii) by facsimile transmission to the facsimile phone number set forth above, until written notice of change of address or facsimile number has been delivered in the manner set forth herein. Such notice shall be deemed to have been received

on the day it was personally delivered or sent by facsimile transmission or the date it was received in the case of mailing or overnight delivery.

12. FORCE MAJEURE. Neither party shall be liable for any failure or delay in performing its obligations under this Agreement due to any cause beyond its reasonable control, including but not limited to fire, accident, labor dispute or unrest, flood, riot, war, rebellion, insurrection, sabotage, transportation delays, shortage of raw materials, energy or machinery, acts of God or of the civil or military authorities of a state or nation, or the inability, due to the aforementioned causes, to obtain necessary labor or facilities.

13. WAIVER. The failure of either party to enforce any term or condition of this Agreement shall not be construed as a waiver by such party of such term or condition, nor shall a waiver of any breach of a term or condition of this Agreement on any one occasion constitute a waiver of any subsequent breach of the same or similar term or condition.

14. CONTRACT MODIFICATION. Neither this Agreement nor any provision hereof may be changed, waived or discharged orally, but only by an instrument duly signed and authorized by the party against which enforcement of the changes, waiver or discharge is sought; provided, however, changes made in order to comply with the provisions of HIPAA shall be deemed accepted and made a part of this Agreement without said signed instrument unless the party receiving such change within thirty (30) days of its receipt thereof delivers written notice to the other party that such change is not acceptable.

15. BINDING EFFECT/ASSIGNMENT/SUBCONTRACTORS. A) Neither party may assign this Agreement without the prior written consent of the other, provided, however, in the event AccuMed shall request to assign this Agreement and all rights and obligations hereunder to any successor of AccuMed due to acquisition, whether by sale of stock or assets, merger, consolidation, reorganization or otherwise, the consent of Customer shall not be unreasonably withheld or delayed. Upon approval of City Council, this Agreement shall be binding upon and inure to the benefit of the permitted successors and assignees of the parties hereto and upon such assignment by AccuMed, AccuMed shall be released from all further obligations. B) AccuMed shall not subcontract any or all portions of the work unless Customer grants prior written approval. In the event any subcontractor is used, whether pursuant to approval or not, AccuMed shall be fully liable and responsible for any acts or omissions of its subcontractor to the same effect that it would be liable and responsible for AccuMed's own acts and omissions, and shall indemnify and hold harmless Customer from damages and costs resulting from such acts or omissions, including attorneys fees.

16. INDEPENDENT CONTRACTOR. The parties agree that Customer shall exercise no control over the activities or operations of AccuMed, other than to enforce the specific obligations of AccuMed under this Agreement, and further agree that their relationship is as independent contractors.

17. SEVERABILITY/HEADINGS. If any term or provision contained in this Agreement shall be found to be invalid, illegal or unenforceable by a court of competent jurisdiction, such term or provision shall be considered independent and severable from this Agreement and the remaining provisions of this Agreement shall remain in full force and effect. The parties agree that, to the extent allowed by law, any such term or provision found to be invalid, illegal or unenforceable shall be reinterpreted or adapted by the parties in such a way that the intended business purpose of such term or provision is achieved to the maximum extent possible. The headings in this agreement are for convenience only, and will not be used to limit, construe or interpret the terms of this Agreement.

18. GOVERNING LAW. As to all matters, including, validity, construction and effect, this Agreement shall be governed by, and construed in accordance with the laws of the State of Michigan without regard to its principles of conflicts of laws.

19. JURISDICTION. Customer and AccuMed agree that a dispute under this Agreement may be brought in a court of competent jurisdiction, which shall be located in and whose jurisdiction includes Wayne County, Michigan.

20. INSURANCE. AccuMed agrees to maintain the insurance coverage described in the attached Exhibit A, as of the effective date of this agreement and continuing in force through the wind up period provided in Paragraph 7, titled Termination Procedures, above, and to the terms of Exhibit A.

21. MISCELLANEOUS. AccuMed agrees that upon the commencement of this Agreement, and during its entire term include any windup period, A) it shall comply with federal and state discrimination laws, including Equal Employment Opportunity laws and the Elliott-Larsen Civil Rights Act of the State of Michigan, B) all data, materials and documents originated and prepared for or by the Customer pursuant to the Request for Proposals and this Agreement and Contract shall belong exclusively to the City of Northville Township.

22. CONFIDENTIALITY. In addition to the requirements set forth in Section 3, AccuMed agrees, for itself, its officers, employees and agents to maintain the confidentiality of Customer's information, records, codes, and records supplied by Customer (Customer's Information), and shall restrict access to such Customer Information only to those employees or agents with a need-to-know and only the extent necessary to perform services for Customer as provided under this Agreement. Upon termination or at any reasonable request of Customer, AccuMed will return all of Customer's records to Customer. This section will survive termination.

23. INDEMNIFICATION. AccuMed, for itself, its officers, employees and agents agrees to protect, defend, indemnify and hold harmless Customer, and tis officer, employees and agents from and against all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liability of every kind an nature arising out of or related to any claims, liens, demands, obligations, actions, proceedings or causes of action of every kind in connection with or arising out of this Agreement or the performance of this Agreement, excepting those services performed by Customer as identified or incorporated in Section 1A. Included in this indemnity obligation are any claims relating to any personal injury, death, damage, defects or actual or alleged infringement of any patent, trademark or copyright, or any tangible or intangible property right, or any violation of any applicable statute, ordinance, administrative order, rule of regulation or court decree.

IN WITNESS WHEREOF the parties have executed this Agreement in four (4) counterparts, each of which shall be deemed an original. The City of Northville Township and AccuMed Billing, Inc., by their duly authorized officers and representatives, have executed this Agreement as of the date set forth below.

Dated: _____, 2021

**CHARTER TOWNSHIP OF NORTHVILLE
MICHIGAN**

By: _____

Name: _____

Title:

Date:

ACCUMED BILLING, INC.

By: _____

Name:

Title:

Date:

CORPORATE ACKNOWLEDGMENT

I FURTHER CERTIFY THAT the following persons who executed this agreement are the officers of the Company holding the indicated office:

I FURTHER CERTIFY THAT any of the aforementioned officers of the Company are authorized to execute or guarantee and commit the Company to the conditions, obligations, stipulations, and under-takings contained in the attached Contract and that all necessary corporate approvals have been obtained in relationship thereto.

IN WITNESS WHEREOF, I have set my hand this _____ day of _____, 2021.

Official Title:

ID 57366

5.0

Board of Trustees Request for Action				
Meeting Date:	October 21, 2021			
Agenda Item:	Request to Rescind the existing Purchasing Policy approved March 1997 and to Adopt the Revised Procurement Policy			
Department:	Finance			
Support & Background Information:	<p>It is the objective of this policy to identify and implement procedures that maintain the integrity of the Township procurement system. This policy applies to the expenditure of public funds, irrespective of the source of the funds. This policy has been developed to provide a set of guidelines for an efficient purchasing system.</p> <p>Highlights of the revised policy include:</p> <ol style="list-style-type: none"> 1. Definitions of acceptable methods of procurement 2. Roles and responsibilities of the Township Department Directors and the Township Board 3. Introduction of a formal purchase order system, to be implemented by BSA, our current software provider (Fall 2021) 4. Purchasing thresholds 5. Identification of conditions that may necessitate a waiver of the sealed bid requirement and the process that would be required to adhere to a waiver 			
Budget Impact:	While no direct impact to the budget, the goal is to efficiently and effectively manage public funds.			
Suggested Motion:	Motion to Rescind the Purchasing Policy approved in March 1997 and to Adopt the Revised Procurement Policy.			
BOT Comments/Questions:				
Follow-up:	M/S	BOARD MEMBER	YES	NO
		Abbo		
		Lundberg		
		Rhines		
		Frush		
		Herrmann		
		Jankowski		
		Roosen		



CHARTER TOWNSHIP OF NORTHVILLE

Subject: Procurement Policy	Policy: 4.2.001	Pages: 8
Standards: Purchasing	Effective Date: 10/13/2021	Revised Date: 00/00/0000

I. PURPOSE:

This policy has been developed to provide a set of guidelines for an efficient purchasing system. It is within the guidelines set by the Township Charter of Northville and is intended to clarify and implement the general Charter requirements. Section C-28 of the Charter requires that “no money shall be drawn from the treasury of the Township nor shall any obligation for the expenditure of money be incurred, except pursuant to the budget appropriation”.

II. POLICY STATEMENT:

The Charter Township of Northville (Township) shall engage in procurement activities that are fair and in the best interests of the Township to provide the maximum value for public funds. It is the objective of the Township to implement procedures within this Procurement Policy (Policy) that maintain a procurement system of quality and integrity.

III. SCOPE:

This Policy applies to the procurement of supplies, goods, equipment, services, and construction entered into by the Township. It shall apply to every expenditure of public funds by the Township irrespective of the source of the funds.

IV. DEFINITIONS:

- a. Cooperative purchasing – Purchases made under arrangements or extended purchasing programs with the State of Michigan, public school systems, and other governmental units.
- b. Consumers Price Index (CPI) – The consumer price index measures the changes in the price of certain goods and services bought by consumers in an effort to measure inflation.
- c. Detrimental effect – Purchases of goods or services whereby the Township would suffer a detrimental effect from a bidding delay.
- d. Emergency purchase – The purchase of goods or services during an emergency or disaster situation. In an emergency or disaster situation, the Township Manager has the authority to approve purchases of goods or services essential to execute emergency or disaster relief. Emergency purchases shall be ratified by the Township Board at the next available Township Board Meeting.
- e. Lowest qualified bidder – A person or firm who has the capability in all respects to perform the contract in full and the integrity and reliability to assure good faith performance for the lowest cost. Further, a person or firm must have submitted a bid

which conforms in all aspects to the specifications, terms and conditions required in the sealed bid.

- f. Purchase order (PO) – An approved purchase requisition; electronic authorization provided from the Township to a vendor to deliver specified goods or services in accordance with terms of a contract or agreement.
- g. Purchase requisition (PR) – Electronic request a department must submit to seek approval for the purchase of goods or services in accordance with Township Board policy.
- h. Request for Bids (RFB) – Requests for bids on known scope of goods or services.
- i. Request for Proposal (RFP) – A “competitive negotiations method” of soliciting proposals. This method is used when the end-product is unique, the Township knows what it wants, but the methods and specifications aren’t readily available. Thus, price isn’t the only deciding factor. Quality and experience will be heavily weighed. Negotiations are acceptable to a reduced pool of proposals that will allow for a Final Best Offer.
- j. Request for Qualifications (RFQ) – Solicitation of information about the qualifications of interested vendors in responding to a potential procurement.
- k. Sole Source – Only one vendor is qualified or suitable to provide the goods or services needed.

V. PROCEDURES:

Section I Organization

- A. This Policy applies to the procurement of supplies, goods, equipment, services, and construction entered into by the Township, and its essential departments and agencies after the effective date of this Policy.
- B. Township Board (Board)
 - a. Shall approve and adopt the purchasing policy by resolution.
 - b. Shall set monetary limits for quotations and bids.
 - c. Shall approve and adopt all revisions to the purchasing policy.
 - d. Shall award all contracts for goods and services \$25,000 and over in value, except:
 - i. Annual contract renewals when no changes in terms and conditions are required and price increases do not exceed CPI.
 - ii. Annual membership renewals budgeted and approved by the Board.
 - iii. Change orders when the cumulative amount of the change order(s) is less than \$25,000:
 - 1. Change orders are always required for amounts that exceed the original contract price.
 - 2. All change orders must be approved by the Department Director and the Township Manager.

3. All cumulative change orders that are in excess of \$25,000 must be approved by the Township Board.

C. Department Directors

- a. Shall procure or supervise the procurement of all goods and services required to maintain Township operations.
- b. Shall obtain formal sealed bids for good or services in excess of \$25,000, except for those instances noted in Section IV (H).
- c. Shall assist and/or develop specifications in conjunction with departmental requirements, specific to that project.
- d. Shall coordinate purchases among departments and, where practical and possible, combine specifications for like items into a single purchase where consolidation is economically advantageous to the Township.
- e. Shall maintain all purchasing records and approve all purchase orders.
- f. Shall establish a working relationship of mutual confidence and satisfaction between the Township and its suppliers.
- g. Shall review all Request for Bids (RFBs), Request for Proposals (RFPs), and Request for Qualifications (RFQs) before release.
- h. Shall coordinate the receipt of all formal sealed bids with the Township Clerk's office.
- i. Shall maintain a relationship with the Michigan Inter-Governmental Trade Network (MITN).
- j. May obtain goods and services under \$10,000. It is the responsibility of the individual Department Director to assure that a competitive price is received.
- k. Shall obtain a purchase order for goods and services over \$10,000 prior to the commitment to purchase. All requisitions shall be accompanied by at least three (3) quotes, unless the Department Director can establish to the satisfaction of the Township Manager that there are not 3 qualified vendors, in which case as many quotes as can be secured are required.
- l. Shall maintain an adequate supply of materials, and shall request replacements on a timely basis prior to the depletion of current inventory.

D. Michigan Inter-Governmental Trade Network (MITN)

- a. Shall be the primary mechanism for solicitations of Requests for Bids (RFBs), Request for Proposals (RFPs), and Requests for Qualifications (RFQs).
- b. Maintains a regional e-Procurement system wherein participating organizations post bids, quotes, and other solicitations.

Section II General Guidelines

A. Additional Qualifications of Vendors

- a. In an effort to eliminate problems such as sub-standard products or services, the Township reserves the right to further qualify vendors and bidders when it is in the best interest of the Township.
- b. When this option is exercised, the Township will request additional information including (but not limited to) the following:
 - i. Physical location information and/or inspection
 - ii. Number of years in business
 - iii. Number of employees
 - iv. References

v. Financial statements

B. Vendor Relations

- a. Each Department Director will deal with all vendors in a fair and like manner. Procurement decisions shall be based on price, quality, delivery, written standards, previous service history, and other relevant factors promoting the best interests of the Township.
- b. The Department Director, or designate, will handle all correspondence with vendors.
- c. No employee shall furnish any prospective bidder information that would afford that bidder an unfair advantage over other bidders:

C. Vendor Disqualification

- a. The Township maintains the right to disqualify vendors under the following conditions:
 - i. In addition to other remedies authorized by law, a vendor may be disqualified from bidding on any Township contracts for up to three (3) years if it has been determined that the vendor, after award of a contract:
 1. Failed to provide the service or supplies required;
 2. Provided the service or supplies in an untimely manner causing delays and interference;
 3. Lacked financial resources and the ability to satisfactorily perform the contract or provide the service or supplies;
 4. Exhibited poor quality of performance in delivering the service;
 5. Delivered poor quality of goods;
 6. Failed to comply with laws and ordinances relating to contract performance;
 7. Defaulted on its quotations;
 8. Other actions that lead the Township to believe that the contractor's duties did not comply with bid requirements.
 - ii. Vendors who are listed on the Excluded Parties List System at SAM.gov

D. No purchase shall be subdivided for the purpose of circumventing the dollar value limitations of this policy. In determining whether quotations or bids are required, the total estimated expenditures for the succeeding twelve months shall be considered.

E. The Charter Township of Northville, a municipality, is exempt from state sales and federal excise tax.

Section III Purchasing Procedures

A. Purchases or Contracts under \$10,000

- a. Department Directors are authorized to make purchases of goods and services if the price is less than \$10,000.
- b. It is the responsibility of the Department Director to ensure the quality of goods and services and that competitive prices are received.

B. Purchases or Contracts between \$10,000 - \$24,999

- a. Shall receive three (3) quotes unless the Department Director can establish to the satisfaction of the Township Manager that there are not three qualified vendors, in which case as many quotations as can be secured are required.
 - b. It is the responsibility of the Department Director to ensure that a competitive price is received.
 - c. Purchase orders are required before a commitment may be made for the good or service should the price exceed \$10,000.
 - d. Quotes shall be attached to the purchase order within the Township's BSA purchase order system.
 - e. If the lowest cost quote is not chosen, the Department Director shall provide justification to the Township Manager and obtain written approval to proceed from the Township Manager.
- C. Purchases or Contracts of \$25,000 and Over
- a. Shall be procured using the sealed bid process in Section IV.
- D. Acceptable Methods of Procurement
- a. Request for Bids (RFB)
 - b. Request for Proposals (RFP)
 - c. Request for Qualifications (RFQ)
- E. Deposits may be paid to vendors as long as the good or service is established in the Township budget.

Section IV Sealed Bids

- A. Sealed bids shall be used when the estimated cost of a Request for Bid or Request for Proposal exceeds \$25,000.
- B. Sealed bids shall be issued and shall include contractual terms and all conditions applicable to procurement. The request for bids or proposals may be posted on the MITN website.
- C. Bids shall be opened publicly at the time and place designated in the RFB or RFP. The name of the bidder, the amount of the bid, and any other relevant information shall be recorded and shall be available for public inspection.
- D. Bids shall be received without alteration or correction at the Township's Clerk's Office. Bids shall be evaluated based on the criteria contained in the RFB or RFP.
- E. Corrections of error in bids may be made by the bidder before the bid opening. After the bid opening, no changes in bid prices or other provisions shall be permitted. Bids may be withdrawn prior to the bid opening. No bidder may withdraw his or her bid after the bid opening for a period of one hundred twenty (120) days after the stated closing time. All decisions to permit correction or withdrawal shall be documented in writing by the Department Director.
- F. Late bids will not be accepted.
- G. Bid Award

- a. A Board of Trustees (BOT) Form shall be prepared by the Department Director for consideration by the Township Manager and approval by the Township Board.
 - b. The Township Board reserves the right to take any of the following actions:
 - i. Award the bid to the lowest qualified bidder.
 - ii. Accept or reject in part or whole any or all bids.
 - iii. Waive any irregularities.
 - iv. Award the bid to other than the low bidder when it is in the best interest of the Township.
 - v. Subdivide the bid if it is indicated in the RFB or RFP and is in the best interest of the Township.
- H. Exempt from the sealed bid process are professional services and supply vendors.
- a. Professional services (accountants, actuaries, appraisers, consultants, engineers, lawyers, and other similar professions) may be appointed by the Township Board upon recommendation by the Township Manager, under the recommendation of the Department Director.
 - b. The selection of the source of supply will be a joint effort between the Department Director and the Township Manager.
- I. The Township Board reserves the right to waive sealed bid requirements under certain conditions, as listed below in items a thru e. The Department Director seeking to waive sealed bid requirements for the items listed below must prepare and submit the "Request for Waiver of Sealed Bid Process" to the Township Board for approval. This can be done concurrently with approval of a contract. Waiving sealed bid requirements may be requested under the following conditions:
- a. Contract extension
 - b. Cooperative purchasing agreement
 - c. Detrimental effect purchases
 - d. Emergency purchases
 - e. Sole source purchases
- J. Blanket purchase orders may be created at the beginning of each fiscal year in accordance with the budgetary authorization provided by the Township Board.

Section V Receipt and Disposition of Township Property

- A. Receipt of Township Property
 - a. The Department Director shall be responsible to inspect all supplies, materials, or equipment to determine whether they are in conformance with the specifications set forth in the quote or contract.
 - b. Should the quality or quantity not be in conformance, the Department Director shall immediately notify the Township Manager of the discrepancy to determine the next course of action.
- B. Disposition of Township Property
 - a. Department Directors shall dispose of Township Property in accordance with the Township's Asset Disposal Policy.

- b. Disposal of items which include a technology component must be provided to the ITaC Department for proper disposal.
- c. Disposal methods are at the discretion of the Department Director.
- d. Acceptable methods of disposal include:
 - i. Trade-in for new equipment
 - ii. Return to manufacturer
 - iii. Transfer to other Township Departments
 - iv. Sealed Bid
 - v. Auction
 - vi. Scrap

Section VI Bonds

- A. Performance, payment, and/or maintenance bonds may be required on construction projects to protect the Township against default by the contractor. The bonds shall guarantee faithful performance of work according to the contract terms and guarantee payment of all indebtedness incurred for labor, material, or any cause whatsoever on account of the contract, according to the current statutes of the State of Michigan.
- B. Bid bonds (surety bonds) may be required to secure against loss or damage in the event that the bidder fails to furnish a performance bond or does not execute the contract document. If required, the bond must be submitted with the bid.
- C. Bonds held by the Township shall be held in the vault within the Treasurer's Department and shall be released upon direction of the Department Director.

Section VII Insurance & Indemnification

- A. The Township has the authority to require certain insurance coverage's and limits as deemed appropriate and applicable to a given procurement project. These requirements will be included in the RFB or RFP.
- B. The contractor shall not commence work under any contract until he/she has obtained all required insurance and has furnished satisfactory proof of the required coverages to the Township.
- C. The contractor shall maintain the required coverage's and shall provide proof of these coverages upon request of the Township, for the duration of the contract.
- D. The Township has the authority to require a successful bidder to indemnify, hold harmless and defend the Township and various associated persons. Detailed indemnification / hold harmless requirements will be included in the RFB or RFP.

Section VIII Budgetary Authorization

- A. No purchase shall be made without proper budgetary authorization by the Township Board.
- B. Purchase requisitions shall be assigned a general ledger account number in accordance with the Township Board approved budget.

C. Budget Adjustments and Amendments

- a. Budget adjustments and amendments should be completed prior to the creation of a purchase requisition.
- b. Purchase requisitions that are over budget may be denied by the Finance Department.
- c. The Department Director shall be responsible for presenting budget amendments to the Township Board.

Section IX Adoption of Purchasing Policy

A. The Township Board shall adopt the Purchasing Policy by resolution.

B. The Policy shall be in accordance with the Township Charter.

C. Any future amendments to the Policy shall be adopted by resolution.

VI. FORMS:

- 4.1.009A Asset Disposal/Transfer Form - Vehicle
- 4.2.001B Request for Waiver of Sealed Bid Process
- 4.2.001C Sales Tax Exemption Form
- 4.2.001D Credit Card Policy (TBD)

VII. RESPONSIBILITIES:

All Township representatives – elected, appointed, or otherwise employed in any capacity with the Township in any positions that are established by the Township shall be responsible for adhering to this policy and all applicable procedures.

VIII. ENFORCEMENT:

Failure to comply with this Policy may lead to disciplinary action.

IX. RELATED INFORMATION:

None

X. POLICY HISTORY:

N/A

**Charter Township of Northville
Finance Division
Purchase Procedures**

CHARTER TOWNSHIP OF NORTHVILLE

PURCHASING PROCEDURES

I. PURPOSE

To provide purchasing procedures that:

- (1) Promote intra-department planning and interdepartmental coordination of purchases.
- (2) Insure that purchases are made in a proper manner.
- (3) Monitor the expenditures of the Township in a timely and efficient manner.
- (4) Enhance the overall internal accounting controls.

II. GENERAL GUIDELINES

- (1) A request for purchase order or authorization for a check, indicating approximate cost and budget account must be submitted before certain goods or services are ordered. Exceptions to this rule are indicated in Section VII, exempt purchases. Requests for purchase orders will be processed in a timely manner.
- (2) It is the responsibility of each department head to insure that expenditures do not exceed approved budget appropriations in his/her department.
- (3) Each and every invoice must be signed by the appropriate department head before payment is processed. It is strongly recommended that each department head review invoices with the bills payable clerk on a regular basis.
- (4) While proof of price comparisons is not required for all purchases, it is expected that all employees will attempt to expend Township funds as prudently as possible.
- (5) It is the responsibility of each department head to notify the Finance Director if budget amendments are required in his/her department.
- (6) All purchases must be processed in accordance with these procedures unless otherwise directed by the Township Board of Trustees and/or the Executive Committee of the Township Board of Trustees.
- (7) All requests from department heads regarding permission to utilize alternative purchasing procedures must be made in writing to the Township Treasurer and/or

the Township Manager.

- (8) All employees' reimbursement for Township related expenses as provided in the Personnel and Procedures Manual, or contracts should be submitted to their Department Heads or the Township Manager for approval.
- (9) All Elected Officials' reimbursement or request for Township related expenses should be submitted to the Township Managers office for processing.

III. PURCHASES UNDER \$500.00

- (1) Approval from department head must be obtained prior to purchase.
- (2) Employees receiving goods should sign invoice and/or receiving slip and submit to department head.
- (3) Department head should sign invoice and submit to bills payable clerk, in a timely manner, for further processing.

IV. PURCHASES BETWEEN \$500.00 AND \$2,500.00

- (1) A request for a purchase order or an authorization for a check, indicating approximate cost, must be approved and purchase order tendered before a purchase is made.
- (2) Requests for purchase orders or authorizations for checks must include the following signatures:
 - (a) Signature of appropriate department head.
 - (b) All routine purchases from \$500 to \$1,000 require the signature of the Township Manager or two Executive signatures. Emergency purchases such as equipment and/or facility repair up from \$500 to \$2,500 may be approved by the Township Manager or two Executive signatures with the requirement that the Board of Trustees would be notified of the expenditure as soon as is reasonably possible.
- (3) All requests for purchase orders or an authorization for a check must be accompanied by price quotations from at least three different vendors.
- (4) Standard monthly purchases can be approved by "blanket purchase orders" which avoid repetitive paperwork.

Purchasing Procedures

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V. PURCHASES BETWEEN \$1,000.00 AND \$20,000.00

- (1) All requests for purchase orders and authorizations for checks over a \$1,000.00 which have not had budget approval must receive Board approval prior to purchase except for exempted items in Section VII.
- (2) At the time of the Budget Session the Board may choose a list of capital items that they wish to see back for review and approval.
- (3) All requests for purchase orders and authorizations for checks for \$20,000.00 or more must receive Board approval except for certain exemptions . See Section VII.
- (4) Purchase requests must be accompanied by:
 - (a) Price quotations from at least three vendors.
 - (b) Recommendations to purchase from the department head and Township Manager.
 - (c) If recommendations are not low bid, a rationale or list of reasons must accompany the recommendation.
 - (d) Recommendations shall be included in the board packets. After the presentation of recommendations, the Township Clerk shall make known the “Conflict in Interest Policy” to the Board.
- (5) Once approved by the Board, a request for purchase order should be submitted to the bills payable clerk for further processing.
- (6) Requests for purchase orders should indicate Board approval and include the signature of the appropriate department head and one elected executive or Township Manager.

VI. PURCHASES OVER \$20,000.00

- (1) All purchases over \$20,000.00 may only be made following the receipt of sealed bids.
 - * This is due to a change in the State Law.
- (2) Department heads should contact the Township Manager and/or Township Clerk before publishing bid notifications. The Township Clerk will be responsible for receipt and opening of bids.

- (3) Bid results should be presented to the Board of Trustees for award.
- (4) Once bid has been awarded by the Board of Trustees, the appropriate department head should submit a purchase order to the bills payable clerk for further processing.
- (5) Purchase orders should indicate Board approval and include the signature of the appropriate department head and one elected executive or Township Manager.

VII. EXEMPT PURCHASES

- (1) Purchases exempt from the above procedures include:
 - (a) Payment of utility bills.
 - (b) Renewal of maintenance agreements.
 - (c) Repair of equipment under \$600.00.
 - (d) Continuing services, i.e., legal fees, auditing costs, engineering fees, computer programming.
 - (e) Water and sewer recurring inventory purchases, i.e., meters, copper, boxes, stops, crops, curbs.
 - (f) Emergency situations, i.e., police car breaks down in the middle of the night.
- (2) Invoices for all exempt purchases must still be approved by the appropriate department head.
- (3) Approved invoices should be submitted to bills payable clerk for further processing.

VIII. ADDITIONAL PROCEDURES

- (1) When purchasing items from a new vendor, the vendor must be notified that the purchase is "tax exempt" and if required given the Township's tax identification number.
- (2) All invoices must be mailed to the Accounts Payable Department. As soon as they are received, the accounts payable clerk will submit to the appropriate department head for approval.

Purchasing Procedures

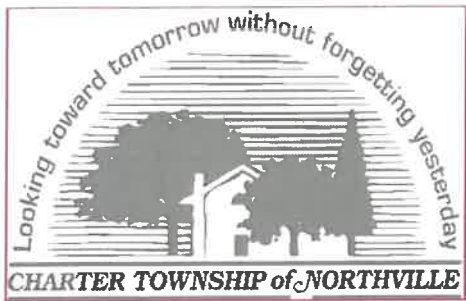
Page 5

- (3) If for any reason a department head wishes to “hold” an invoice, he/she must inform the accounts payable clerk and Township Manager of the reasons for holding the invoice and the steps to be taken in resolving the matter.
- (4) The accounts payable clerk prepares checks once a week on Thursdays and the Finance Director transfers the appropriate funds on Fridays to pay for the checks written. It is imperative that checks not be written before Thursdays to avoid unnecessary transfers of funds. However, an early request for a check will be granted if an extenuating circumstance exists and the proper approvals are executed. A form for early check requests is available from the accounts payable clerk.

Adopted Date March 13, 1997

March 18, 1997A:\PURCHASI.WPD

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Memo

To: Mark Abbo, Township Supervisor and Board of Trustees
From: Wendy Hillman/Finance Director
CC: Todd Mutchler, Township Manager
Date: November 18, 2021
Re: Budget Amendment #2021-5

General Fund:

The following adjustments are the result of conservative revenue budgeting, namely due to the continued impact of the COVID-19 pandemic, as well as higher than anticipated costs in several areas. The 2021 Budget projected an adjusted ending fund balance of \$12,800,000. **Including the adjustments below, the expected ending fund balance is \$14,300,000, or \$1,500,000 higher than anticipated.**

State-Shared Revenue - Although State budget officials originally expected a significant decrease to state-shared revenue due to the impact of COVID-19 and the stay-home order, current estimated state-shared revenue for fiscal year 2021 is \$2,813,720, which is a 62% increase over the current budget of \$1,734,190. **Therefore, a budget amendment of \$1,000,000 is requested to more accurately align the budget to current estimates.**

2021 (EST)	Constitutional	CVTRS	Total
April	\$ 428,752	\$ 16,793	\$ 445,545
June	445,610	16,793	462,403
August	521,797	16,793	538,590
October	459,411	17,128	476,539
December	449,172	17,128	466,300
February	407,215	17,128	424,343
	<u>\$ 2,711,957</u>	<u>\$ 101,763</u>	<u>\$ 2,813,720</u>

Building Permit Revenue – The budget for building permit revenue originally expected a significant decrease due to the estimated buildout of the remaining lots. However, current estimated building permit revenue for fiscal year 2021 is \$1,105,000, which is a 176% increase over the current budget of \$400,000. **Therefore, a budget amendment of \$705,000 is requested to more accurately align the budget to current estimates.**

Clerk's Department – During 2021, the Township conducted a special election for Northville Schools. The cost of the election was \$34,000. The Township received \$34,000 as reimbursement for costs incurred by the Clerk's Department to conduct the May 4th special election which is recognized as general fund revenue. In addition, the Clerk's Department promoted one staff member from part-time to full-time and incurred additional costs in salary and health insurance. **Therefore, a budget amendment of \$34,000 is requested in General Fund Election Revenue and a budget amendment of \$80,000 is requested for the Clerk's Department to more accurately align the budget to current estimates.**

Legislative Department – The Township incurred higher than anticipated professional services during 2021. Namely, fees associated with the Meadowbrook tax appeal totaling approximately \$75,000 in legal and appraisal costs. The Township also incurred additional professional service costs and higher than anticipated printing and publishing costs. **Therefore, a budget amendment of \$145,000 is requested for the Legislative Department to more accurately align the budget to current estimates.**

Public Safety Fund:

The following adjustments are the result of conservative budgeting as well as higher than anticipated overtime and retirement costs. The 2021 Budget projected an adjusted ending fund balance of \$9,290,000. **Including the adjustments below, the expected ending fund balance is anticipated to trend at the projected budget of \$9,290,000.**

Cares Act Grant Funding (CRF) – In 2020, COVID-19 economic relief funds were available to Michigan local governments under the **Public Safety and Public Health Payroll Reimbursement Program (PSPHPR)**. Northville Township submitted for reimbursement of approximately \$1.4 million of COVID-19 related public safety and public health payroll expenditures, however only \$1.16 million was received in 2020. The additional \$240,000 was received in 2021 and will be recognized as revenue in 2021. **Therefore, a budget amendment in the amount of \$240,000 is requested to recognize the grant revenue.**

Drug Forfeiture - in accordance with the Department of Justice Asset Forfeiture Program, **“Guide to Equitable Sharing for State and Local Law Enforcement Agencies”**: **Anticipated shared property should not be budgeted in advance.** **Therefore, a budget amendment is now necessary to reflect the anticipated expenditure of \$80,000 for capital related purposes of available drug forfeiture funds for 2021.**

Salary Overtime – Due to staffing shortages during the year, overtime costs incurred were higher than anticipated. **Therefore, a budget amendment of \$100,000 is requested to more accurately align the budget to current estimates.**

Leave Bank Payouts – Public safety retirements are anticipated before December 31, 2021 with a total leave bank payout of approximately \$85,000. These were unbudgeted. **Therefore, a budget amendment of \$85,000 is requested to more accurately align the budget to current estimates.**

Summary of Prior Budget Amendments:

Budget Amendment #	Meeting Date	Agenda Item #	Dept	Amount	Purpose
2021-1	04/15/21	5E	Fire	\$ 44,000	Carryforward - 2020 CIP Fire HVAC
2021-2	05/20/21	5E	Clerk	\$ 8,000	Purchase of Document Management Software
2021-3	05/20/21	5C	PRS	\$ 56,250	Carryforward - 2020 CIP Fencing at MGCP (outfield & dog park)
2021-4	05/20/21	5C	PRS	\$ 35,000	Carryforward - 2020 CIP Archery Range Local Match
				\$ 91,250	

Current Budget Amendment:

BUDGET AMENDMENT #2021-5

	Original* Budget	Proposed Amendment Inc (Dec)	Final Amended Budget
GENERAL FUND			
REVENUE			
Licenses, Permits & Charges for Services	\$ 1,131,600	\$ 739,000	\$ 1,870,600
State Sources	1,734,190	1,000,000	2,734,190
Total Revenues	<u>\$ 2,865,790</u>	<u>\$ 1,739,000</u>	<u>\$ 4,604,790</u>
APPROPRIATIONS			
Legislative	\$ 1,310,520	\$ 145,000	\$ 1,455,520
Clerk	351,460	80,000	431,460
Total Expenditures	<u>\$ 1,661,980</u>	<u>\$ 225,000</u>	<u>\$ 1,886,980</u>
PUBLIC SAFETY FUND			
REVENUE			
Federal sources	\$ -	\$ 240,000	\$ 240,000
Total Revenues	<u>\$ -</u>	<u>\$ 240,000</u>	<u>\$ 240,000</u>
APPROPRIATIONS			
Public Safety Fund	\$ 14,919,250	\$ 265,000	\$ 15,184,250
Total Expenditures	<u>\$ 14,919,250</u>	<u>\$ 265,000</u>	<u>\$ 15,184,250</u>

* Includes amendments #1-4

5.F

**Board of Trustees
Request for Action**

Meeting Date:	November 18, 2021
Agenda Item:	Vehicle Disposal
Department:	Department of Public Safety
Support & Background Information:	<p>The Police Department has (7) former patrol vehicles, that have been utilized for on-call and training purposes since being removed from the patrol fleet, all of which have high mileage and/or mechanical/repair issues. Given the age, condition of the vehicles, and that additional patrol units are being rotated out of patrol use for training or on-call use, it is not feasible to repair the vehicles for continued use and disposal is recommended. The vehicles the department are seeking to dispose of are:</p> <p>2013 Ford Explorer, VIN 1FM5K8AR7DGC63431 2013 Ford Explorer, VIN 1FM5K8AR9DGC63432 2013 Ford Taurus, VIN 1FAHP2MT7DG222374 2014 Ford Explorer, VIN 1FM5K8AT3EGB80026 2014 Ford Explorer, VIN 1FM5K8ATXEGB80024 2016 Ford Explorer, VIN 1FM5K8AT7GGC72968 2017 Ford Explorer, VIN 1FM5K8AT5HGC57340</p>
Budget Impact:	The revenue generated from the sale of the vehicles will be recorded within the public safety fund. Revenue generated from the sale of capital items will be allocated towards future capital replacement. This is unbudgeted revenue.
Suggested Motion:	Motion to authorize the police department to dispose of the 7 listed vehicles by way of auction through Midwest Auto Auction, Inc. of Redford Township.

BOT Comments/Questions:

Follow-up:	M/S	BOARD MEMBER	YES	NO
		Abbo		
		Lundberg		
		Rhines		
		Frush		
		Herrmann		
		Jankowski		
		Roosen		



APPENDIX A CHARTER TOWNSHIP OF NORTHVILLE ASSET DISPOSAL/TRANSFER FORM – Vehicle

DEPARTMENT: <u>Police</u>		DATE: <u>10/21/21</u>	
EMPLOYEE CONTACT: <u>Bill Barent</u>		CONTACT #: <u>10499</u>	
ORIGINAL PURCHASE PRICE = \$ <u>\$30,537 + Build Out</u>		<input type="checkbox"/> UNKNOWN	
Boft MEETING DATE: <u>11/18/21</u>		<input checked="" type="checkbox"/> PENDING <input type="checkbox"/> N/A	
ORIGINAL SOURCE OF FUNDS: <input type="checkbox"/> GENERAL <input checked="" type="checkbox"/> PUBLIC SAFETY <input type="checkbox"/> PR&S <input type="checkbox"/> WATER & SEWER <input type="checkbox"/> OTHER:			
VEHICLE YEAR: <u>2017</u>	VIN #: <u>1FM5K8AT9HGC57339</u>	MAKE / MODEL: <u>Ford/Explorer</u>	
PLATE #: <u>DYZ8118</u>	METHOD OF DISPOSAL: <input checked="" type="checkbox"/> SELL <input type="checkbox"/> SCRAP <input type="checkbox"/> THEFT <input type="checkbox"/> DONATE / TRANSFER / TRADE-IN TO:		
WILL VEHICLE BE REPLACED? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		IF YES, WHAT IS SOURCE OF FUNDS:	
<input type="checkbox"/> VEHICLE IS IN SERVICE UNTIL REPLACED		<input checked="" type="checkbox"/> VEHICLE IS OUT OF SERVICE	
		MILEAGE = <u>77,000</u>	
DEPARTMENT TASKS: <input type="checkbox"/> FUEL REMOVED FROM VEHICLE <input type="checkbox"/> FUEL FOB RETRIEVED <input type="checkbox"/> TWP LOGO REMOVED			
<input type="checkbox"/> ITEMS REMOVED FROM INTERIOR / GLOVE COMPARTMENT <input type="checkbox"/> INTERIOR / EXTERIOR OF VEHICLE CLEANED			
<input type="checkbox"/> PLATE - REGISTRATION RET'D TO CLERK ON: _____ OR <input type="checkbox"/> PLATE REASSIGNED TO: _____			
<input type="checkbox"/> SUBMITTED ASSET DISPOSAL FORM TO FINANCE DEPT ON:			
METHOD OF DISPOSAL: <input checked="" type="checkbox"/> AUCTION <input type="checkbox"/> SCRAP <input type="checkbox"/> DONATE-TRANSFER-TRADE-IN TO:			
METHOD OF PAYMENT: <input type="checkbox"/> AUCTION <input type="checkbox"/> CHECK <input type="checkbox"/> CASH <input type="checkbox"/> OTHER:		FINAL SALE PRICE: \$	0.00
DATE OF SALE:	GL ACCOUNT #: <u>000-000-000.000</u>	LESS FEES: \$	0.00
1. TITLE RETRIEVED FROM CLERK (FOR DISPOSALS) ON:		= NET PROCEEDS: \$	0.00
2. ASSET DISPOSAL FORM SUBMITTED TO FINANCE ON:			



APPENDIX A

CHARTER TOWNSHIP OF NORTHVILLE

ASSET DISPOSAL/TRANSFER FORM – Vehicle

DEPARTMENT: <u>Police</u>		DATE: <u>10/21/21</u>	
EMPLOYEE CONTACT: <u>Bill Barent</u>		CONTACT #: <u>10499</u>	
ORIGINAL PURCHASE PRICE = \$ <u>\$27,296 + Build Out</u>		<input type="checkbox"/> UNKNOWN	
Boft MEETING DATE: <u>11/18/21</u>		<input type="checkbox"/> PENDING <input type="checkbox"/> N/A	
ORIGINAL SOURCE OF FUNDS: <input type="checkbox"/> GENERAL <input checked="" type="checkbox"/> PUBLIC SAFETY <input type="checkbox"/> PR&S <input checked="" type="checkbox"/> WATER & SEWER <input type="checkbox"/> OTHER:			
VEHICLE YEAR: <u>2013</u>	VIN #: <u>1FAHP2MT7DG222374</u>	MAKE / MODEL: <u>Ford/Taurus</u>	
PLATE #: <u>6KKX73</u>	METHOD OF DISPOSAL: <input checked="" type="checkbox"/> SELL <input type="checkbox"/> SCRAP <input type="checkbox"/> THEFT <input type="checkbox"/> DONATE / TRANSFER / TRADE-IN TO:		
WILL VEHICLE BE REPLACED? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		IF YES, WHAT IS SOURCE OF FUNDS:	
<input type="checkbox"/> VEHICLE IS IN SERVICE UNTIL REPLACED		<input checked="" type="checkbox"/> VEHICLE IS OUT OF SERVICE	
		MILEAGE = <u>70,726</u>	
DEPARTMENT TASKS: <input type="checkbox"/> FUEL REMOVED FROM VEHICLE <input type="checkbox"/> FUEL FOB RETRIEVED <input type="checkbox"/> TWP LOGO REMOVED			
<input type="checkbox"/> ITEMS REMOVED FROM INTERIOR / GLOVE COMPARTMENT <input type="checkbox"/> INTERIOR / EXTERIOR OF VEHICLE CLEANED			
<input type="checkbox"/> PLATE - REGISTRATION RET'D TO CLERK ON: _____ OR <input type="checkbox"/> PLATE REASSIGNED TO: _____			
<input type="checkbox"/> SUBMITTED ASSET DISPOSAL FORM TO FINANCE DEPT ON:			
METHOD OF DISPOSAL: <input checked="" type="checkbox"/> AUCTION <input type="checkbox"/> SCRAP <input type="checkbox"/> DONATE-TRANSFER-TRADE-IN TO:			
METHOD OF PAYMENT: <input type="checkbox"/> AUCTION <input type="checkbox"/> CHECK <input type="checkbox"/> CASH <input type="checkbox"/> OTHER:		FINAL SALE PRICE: \$	0.00
DATE OF SALE:	GL ACCOUNT #: <u>000-000-000.000</u>	LESS FEES: \$	0.00
1. TITLE RETRIEVED FROM CLERK (FOR DISPOSALS) ON:		= NET PROCEEDS: \$	0.00
2. ASSET DISPOSAL FORM SUBMITTED TO FINANCE ON:			



APPENDIX A

CHARTER TOWNSHIP OF NORTHVILLE

ASSET DISPOSAL/TRANSFER FORM – Vehicle

DEPARTMENT: <u>Police</u>		DATE: <u>10/21/21</u>	
EMPLOYEE CONTACT: <u>Bill Barent</u>		CONTACT #: <u>10499</u>	
ORIGINAL PURCHASE PRICE = \$		<u>\$29,174 + Build Out</u> <input type="checkbox"/> UNKNOWN	
Boft MEETING DATE: <u>11/18/21</u>		<input type="checkbox"/> PENDING <input type="checkbox"/> N/A	
ORIGINAL SOURCE OF FUNDS: <input type="checkbox"/> GENERAL <input checked="" type="checkbox"/> PUBLIC SAFETY <input type="checkbox"/> PR&S <input type="checkbox"/> WATER & SEWER <input type="checkbox"/> OTHER:			
VEHICLE YEAR: <u>2014</u>	VIN #: <u>1FM5K8ATXEGB80024</u>	MAKE / MODEL: <u>Ford/Explorer</u>	
PLATE #: <u>DYX4327</u>	METHOD OF DISPOSAL: <input checked="" type="checkbox"/> SELL <input type="checkbox"/> SCRAP <input type="checkbox"/> THEFT <input type="checkbox"/> DONATE / TRANSFER / TRADE-IN TO:		
WILL VEHICLE BE REPLACED? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		IF YES, WHAT IS SOURCE OF FUNDS:	
<input type="checkbox"/> VEHICLE IS IN SERVICE UNTIL REPLACED		<input checked="" type="checkbox"/> VEHICLE IS OUT OF SERVICE	
		MILEAGE =	<u>85,069</u>
DEPARTMENT TASKS: <input type="checkbox"/> FUEL REMOVED FROM VEHICLE <input type="checkbox"/> FUEL FOB RETRIEVED <input type="checkbox"/> TWP LOGO REMOVED			
<input type="checkbox"/> ITEMS REMOVED FROM INTERIOR / GLOVE COMPARTMENT <input type="checkbox"/> INTERIOR / EXTERIOR OF VEHICLE CLEANED			
<input type="checkbox"/> PLATE - REGISTRATION RET'D TO CLERK ON: _____ OR <input type="checkbox"/> PLATE REASSIGNED TO: _____			
<input type="checkbox"/> SUBMITTED ASSET DISPOSAL FORM TO FINANCE DEPT ON:			
METHOD OF DISPOSAL: <input checked="" type="checkbox"/> AUCTION <input type="checkbox"/> SCRAP <input type="checkbox"/> DONATE-TRANSFER-TRADE-IN TO:			
METHOD OF PAYMENT: <input type="checkbox"/> AUCTION <input type="checkbox"/> CHECK <input type="checkbox"/> CASH <input type="checkbox"/> OTHER:		FINAL SALE PRICE: \$	<u>0.00</u>
DATE OF SALE:	GL ACCOUNT #: <u>000-000-000.000</u>	LESS FEES: \$	<u>0.00</u>
1. TITLE RETRIEVED FROM CLERK (FOR DISPOSALS) ON:		= NET PROCEEDS: \$	<u>0.00</u>
2. ASSET DISPOSAL FORM SUBMITTED TO FINANCE ON:			



APPENDIX A

CHARTER TOWNSHIP OF NORTHVILLE

ASSET DISPOSAL/TRANSFER FORM – Vehicle

DEPARTMENT: <u>Police</u>		DATE: <u>10/21/21</u>	
EMPLOYEE CONTACT: <u>Bill Barent</u>		CONTACT #: <u>10499</u>	
ORIGINAL PURCHASE PRICE = \$		<u>\$29,469 + Build Out</u>	<input type="checkbox"/> UNKNOWN
Boft MEETING DATE:		<u>11/18/21</u>	<input type="checkbox"/> PENDING <input type="checkbox"/> N/A
ORIGINAL SOURCE OF FUNDS: <input type="checkbox"/> GENERAL <input checked="" type="checkbox"/> PUBLIC SAFETY <input type="checkbox"/> PR&S <input type="checkbox"/> WATER & SEWER <input type="checkbox"/> OTHER:			
VEHICLE YEAR:	<u>2016</u>	VIN #:	<u>1FM5K8AT7GGC72968</u>
MAKE / MODEL:	<u>Ford/Explorer</u>		
PLATE #:	<u>N/A</u>	METHOD OF DISPOSAL: <input checked="" type="checkbox"/> SELL <input type="checkbox"/> SCRAP <input type="checkbox"/> THEFT <input type="checkbox"/> DONATE / TRANSFER / TRADE-IN TO:	
WILL VEHICLE BE REPLACED?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	IF YES, WHAT IS SOURCE OF FUNDS:	
<input type="checkbox"/> VEHICLE IS IN SERVICE UNTIL REPLACED		<input checked="" type="checkbox"/> VEHICLE IS OUT OF SERVICE	MILEAGE = <u>77,205</u>
DEPARTMENT TASKS: <input type="checkbox"/> FUEL REMOVED FROM VEHICLE <input type="checkbox"/> FUEL FOB RETRIEVED <input type="checkbox"/> TWP LOGO REMOVED			
<input type="checkbox"/> ITEMS REMOVED FROM INTERIOR / GLOVE COMPARTMENT <input type="checkbox"/> INTERIOR / EXTERIOR OF VEHICLE CLEANED			
<input type="checkbox"/> PLATE - REGISTRATION RET'D TO CLERK ON: _____ OR <input type="checkbox"/> PLATE REASSIGNED TO: _____			
<input type="checkbox"/> SUBMITTED ASSET DISPOSAL FORM TO FINANCE DEPT ON:			
METHOD OF DISPOSAL: <input checked="" type="checkbox"/> AUCTION <input type="checkbox"/> SCRAP <input type="checkbox"/> DONATE-TRANSFER-TRADE-IN TO:			
METHOD OF PAYMENT: <input type="checkbox"/> AUCTION <input type="checkbox"/> CHECK <input type="checkbox"/> CASH <input type="checkbox"/> OTHER:		FINAL SALE PRICE: \$	<u>0.00</u>
DATE OF SALE:	GL ACCOUNT #:	LESS FEES: \$	<u>0.00</u>
1. TITLE RETRIEVED FROM CLERK (FOR DISPOSALS) ON:		= NET PROCEEDS: \$	<u>0.00</u>
2. ASSET DISPOSAL FORM SUBMITTED TO FINANCE ON:			



APPENDIX A

CHARTER TOWNSHIP OF NORTHVILLE

ASSET DISPOSAL/TRANSFER FORM – Vehicle

DEPARTMENT: <u>Police</u>		DATE: <u>10/21/21</u>	
EMPLOYEE CONTACT: <u>Bill Barent</u>		CONTACT #: <u>10499</u>	
ORIGINAL PURCHASE PRICE = \$		<u>\$29,174 + Build Out</u>	<input type="checkbox"/> UNKNOWN
Boft MEETING DATE:		<u>11/18/21</u>	<input type="checkbox"/> PENDING <input type="checkbox"/> N/A
ORIGINAL SOURCE OF FUNDS: <input type="checkbox"/> GENERAL <input checked="" type="checkbox"/> PUBLIC SAFETY <input type="checkbox"/> PR&S <input type="checkbox"/> WATER & SEWER <input type="checkbox"/> OTHER:			
VEHICLE YEAR:	<u>2014</u>	VIN #:	<u>1FM5K8AT3EGB80026</u>
MAKE / MODEL:		<u>Ford/Explorer</u>	
PLATE #:	<u>N/A</u>	METHOD OF DISPOSAL: <input checked="" type="checkbox"/> SELL <input type="checkbox"/> SCRAP <input type="checkbox"/> THEFT <input type="checkbox"/> DONATE / TRANSFER / TRADE-IN TO:	
WILL VEHICLE BE REPLACED?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
IF YES, WHAT IS SOURCE OF FUNDS:			
<input type="checkbox"/> VEHICLE IS IN SERVICE UNTIL REPLACED		<input checked="" type="checkbox"/> VEHICLE IS OUT OF SERVICE	
MILEAGE =		<u>92,000</u>	
DEPARTMENT TASKS: <input type="checkbox"/> FUEL REMOVED FROM VEHICLE <input type="checkbox"/> FUEL FOB RETRIEVED <input type="checkbox"/> TWP LOGO REMOVED			
<input type="checkbox"/> ITEMS REMOVED FROM INTERIOR / GLOVE COMPARTMENT <input type="checkbox"/> INTERIOR / EXTERIOR OF VEHICLE CLEANED			
<input type="checkbox"/> PLATE - REGISTRATION RET'D TO CLERK ON: _____ OR <input type="checkbox"/> PLATE REASSIGNED TO: _____			
<input type="checkbox"/> SUBMITTED ASSET DISPOSAL FORM TO FINANCE DEPT ON:			
METHOD OF DISPOSAL: <input checked="" type="checkbox"/> AUCTION <input type="checkbox"/> SCRAP <input type="checkbox"/> DONATE-TRANSFER-TRADE-IN TO:			
METHOD OF PAYMENT: <input type="checkbox"/> AUCTION <input type="checkbox"/> CHECK <input type="checkbox"/> CASH <input type="checkbox"/> OTHER:		FINAL SALE PRICE: \$	<u>0.00</u>
DATE OF SALE:	GL ACCOUNT #:	LESS FEES: \$	<u>0.00</u>
1. TITLE RETRIEVED FROM CLERK (FOR DISPOSALS) ON:		= NET PROCEEDS: \$	<u>0.00</u>
2. ASSET DISPOSAL FORM SUBMITTED TO FINANCE ON:			



APPENDIX A

CHARTER TOWNSHIP OF NORTHVILLE

ASSET DISPOSAL/TRANSFER FORM – Vehicle

DEPARTMENT: <u>Police</u>		DATE: <u>10/21/21</u>	
EMPLOYEE CONTACT: <u>Bill Barent</u>		CONTACT #: <u>10499</u>	
ORIGINAL PURCHASE PRICE = \$		<u>\$30,537 + Build Out</u> <input type="checkbox"/> UNKNOWN	
Boft MEETING DATE: <u>11/18/21</u>		<input type="checkbox"/> PENDING <input type="checkbox"/> N/A	
ORIGINAL SOURCE OF FUNDS: <input type="checkbox"/> GENERAL <input checked="" type="checkbox"/> PUBLIC SAFETY <input type="checkbox"/> PR&S <input type="checkbox"/> WATER & SEWER <input type="checkbox"/> OTHER:			
VEHICLE YEAR: <u>2017</u>	VIN #: <u>1FM5K8AT5HGC57340</u>	MAKE / MODEL: <u>Ford/Explorer</u>	
PLATE #: <u>N/A</u>	METHOD OF DISPOSAL: <input checked="" type="checkbox"/> SELL <input type="checkbox"/> SCRAP <input type="checkbox"/> THEFT <input type="checkbox"/> DONATE / TRANSFER / TRADE-IN TO:		
WILL VEHICLE BE REPLACED? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		IF YES, WHAT IS SOURCE OF FUNDS:	
<input type="checkbox"/> VEHICLE IS IN SERVICE UNTIL REPLACED		<input checked="" type="checkbox"/> VEHICLE IS OUT OF SERVICE	
		MILEAGE =	<u>76,695</u>
DEPARTMENT TASKS: <input type="checkbox"/> FUEL REMOVED FROM VEHICLE <input type="checkbox"/> FUEL FOB RETRIEVED <input type="checkbox"/> TWP LOGO REMOVED			
<input type="checkbox"/> ITEMS REMOVED FROM INTERIOR / GLOVE COMPARTMENT <input type="checkbox"/> INTERIOR / EXTERIOR OF VEHICLE CLEANED			
<input type="checkbox"/> PLATE - REGISTRATION RET'D TO CLERK ON: _____ OR <input type="checkbox"/> PLATE REASSIGNED TO: _____			
<input type="checkbox"/> SUBMITTED ASSET DISPOSAL FORM TO FINANCE DEPT ON:			
METHOD OF DISPOSAL: <input checked="" type="checkbox"/> AUCTION <input type="checkbox"/> SCRAP <input type="checkbox"/> DONATE-TRANSFER-TRADE-IN TO:			
METHOD OF PAYMENT: <input type="checkbox"/> AUCTION <input type="checkbox"/> CHECK <input type="checkbox"/> CASH <input type="checkbox"/> OTHER:		FINAL SALE PRICE: \$	<u>0.00</u>
DATE OF SALE:	GL ACCOUNT #: <u>000-000-000.000</u>	LESS FEES: \$	<u>0.00</u>
1. TITLE RETRIEVED FROM CLERK (FOR DISPOSALS) ON:		= NET PROCEEDS: \$	<u>0.00</u>
2. ASSET DISPOSAL FORM SUBMITTED TO FINANCE ON:			



APPENDIX A

CHARTER TOWNSHIP OF NORTHVILLE

ASSET DISPOSAL/TRANSFER FORM – Vehicle

DEPARTMENT: <u>Police</u>		DATE: <u>10/21/21</u>	
EMPLOYEE CONTACT: <u>Bill Barent</u>		CONTACT #: <u>10499</u>	
ORIGINAL PURCHASE PRICE = \$		<u>\$26,243 + Build Out</u>	<input type="checkbox"/> UNKNOWN
Boft MEETING DATE:		<u>11/18/21</u>	<input type="checkbox"/> PENDING <input type="checkbox"/> N/A
ORIGINAL SOURCE OF FUNDS: <input type="checkbox"/> GENERAL <input checked="" type="checkbox"/> PUBLIC SAFETY <input type="checkbox"/> PR&S <input type="checkbox"/> WATER & SEWER <input type="checkbox"/> OTHER:			
VEHICLE YEAR: <u>2013</u>	VIN #: <u>1FM5K8AR9DGC63432</u>	MAKE / MODEL:	<u>Ford/Explorer</u>
PLATE #: <u>N/A</u>	METHOD OF DISPOSAL: <input checked="" type="checkbox"/> SELL <input type="checkbox"/> SCRAP <input type="checkbox"/> THEFT <input type="checkbox"/> DONATE / TRANSFER / TRADE-IN TO:		
WILL VEHICLE BE REPLACED? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	IF YES, WHAT IS SOURCE OF FUNDS:		
<input type="checkbox"/> VEHICLE IS IN SERVICE UNTIL REPLACED	<input checked="" type="checkbox"/> VEHICLE IS OUT OF SERVICE	MILEAGE =	<u>92,413</u>
DEPARTMENT TASKS: <input type="checkbox"/> FUEL REMOVED FROM VEHICLE <input type="checkbox"/> FUEL FOB RETRIEVED <input type="checkbox"/> TWP LOGO REMOVED			
<input type="checkbox"/> ITEMS REMOVED FROM INTERIOR / GLOVE COMPARTMENT <input type="checkbox"/> INTERIOR / EXTERIOR OF VEHICLE CLEANED			
<input type="checkbox"/> PLATE - REGISTRATION RET'D TO CLERK ON: _____ OR <input type="checkbox"/> PLATE REASSIGNED TO: _____			
<input type="checkbox"/> SUBMITTED ASSET DISPOSAL FORM TO FINANCE DEPT ON:			
METHOD OF DISPOSAL: <input checked="" type="checkbox"/> AUCTION <input type="checkbox"/> SCRAP <input type="checkbox"/> DONATE-TRANSFER-TRADE-IN TO:			
METHOD OF PAYMENT: <input type="checkbox"/> AUCTION <input type="checkbox"/> CHECK <input type="checkbox"/> CASH <input type="checkbox"/> OTHER:		FINAL SALE PRICE: \$	<u>0.00</u>
DATE OF SALE:	GL ACCOUNT #: <u>000-000-000.000</u>	LESS FEES: \$	<u>0.00</u>
1. TITLE RETRIEVED FROM CLERK (FOR DISPOSALS) ON:		= NET PROCEEDS: \$	<u>0.00</u>
2. ASSET DISPOSAL FORM SUBMITTED TO FINANCE ON:			

5.G.

**Board of Trustees
Request for Action**

Meeting Date:	11/18/2021
Agenda Item:	Embedded Behavioral Health Clinician
Department:	Department of Public Safety
Support & Background Information:	<p>The Northville Township Police Department and Northville Youth Network are seeking to enhance their current capabilities of responding to behavioral health incidents within our community by embedding a masters-level behavioral clinician in their agencies.</p> <p>This resource would allow an increased level of service to our community from a co-response model which was piloted in 2019. This pilot program has identified a need for support in our juvenile, adult and aging populations. This dedicated resource would allow access to social services, consistent follow up and support to NYN for those identified by our public safety resources or outside referrals.</p> <p>A masters-level behavioral clinician would be contracted through Hegira Health at a rate of \$7,529.91 per month or \$90,359 annually.</p> <p>This professional service has been budgeted within the FY22 budget of the police department and Northville Youth Network. The police department did obtain a grant from the United States Department of Justice to reimburse the costs of \$90,359 in FY22.</p> <p>NTPD and NYN have sought partnerships with the City of Plymouth and City of Northville police departments to collaborate with this resource in their community. This also provides a fiscal strategy for long term sustainability.</p>
Budget Impact:	<p>The 2022 budget includes the expense for the social worker allocated between Police and Northville Youth Network. The off-setting grant revenue was not budgeted so a budget amendment will be needed to account for the grant revenue. Net impact to each fund will be \$0.</p>
Suggested Motion:	<p>Motion to approve a contract with Hegira Health to provide a masters-level behavioral health clinician to be embedded in the police department and NYN at a rate of \$7529.91 per month or \$90,359 annually.</p> <p>Motion to approve a FY 2022 budget amendment within the Public Safety Fund and the Northville Youth Network Fund in the total amount of \$90,359 to account for the grant revenue.</p>
BOT Comments/Questions:	

Vendor Agreement

Charter Township of Northville and Hegira Health, Inc.

This is a vendor agreement between the Charter Township of Northville (Township), located at 44405 Six Mile Rd., Northville, MI 48168 and Hegira Health, Inc. (HHI) located at 37450 Schoolcraft Rd., Ste. 110, Livonia, MI 48150, effective December 1, 2021 through December 1, 2022.

Purpose:

The Northville Township Police Department (NTPD) seeks to embed a mental health clinician within their department to provide law enforcement/mental health co-response services to the residents of Northville Township.

Statement of Work:

HHI will provide one full time, licensed, Masters-level Behavioral Clinician (Social Worker, Counselor or Psychologist) to be embedded within NTPD. The clinician will be available to co-respond with officers at the scene either in real time or be called out by the officer after their initial dispatch to the scene. The clinician will follow-up with individuals whom they have had contact with and provide ongoing crisis stabilization services to ensure they are linked to treatment and services in the community. To ensure timely access, the clinician will also be available to provide telehealth consultation and assessment services either to support officers in the field or directly for persons needing services. The designated clinician would respond only to calls for service from Northville Township, City of Plymouth and City of Northville. HHI and NTPD will work together to interview and select candidates and ensure that all background clearance and credentialing documents are obtained and verified prior to employment.

Compensation:

HHI will employ one Behavioral Health Clinician available exclusively to NTPD to provide all services required under this Agreement. HHI will be responsible for all direct and indirect program expenses, including, but not limited to, salary, benefits, equipment, travel, insurance, supervision, and program administration. HHI will be reimbursed by NTPD an amount of \$7,529.91 per month or \$90,359 annually, paid by HHI to the designated program staff in accordance with HHI personnel policies, including allowances for training, holidays, or Paid Time Off. Addendum A details the annual budget associated to the clinician.

Independent Contractor Status:

It is understood by and between the parties that HHI is an independent contractor and that no employee/employer relationship is created under this Agreement. HHI and its employees are not employees of the Charter Township of Northville or the Northville Township Police Department and are therefore not entitled to any benefits afforded under such relationship. HHI will be responsible for all payments of wages, benefits, and taxes for program staff in accordance with company personnel policies and applicable laws. HHI will carry worker's compensation and liability insurance coverage for its employees as required by law and in amounts consistent with industry standards and this agreement.

Representations and Insurance Coverages:

- I. HHI represents and warrants that it is duly organized, validly existing and in good standing under the laws of its jurisdiction of incorporation, and that it has all necessary rights, title and licenses to provide the services under this agreement.
- II. HHI represents and warrants that it will perform the services in a professional manner in accordance with industry standards.

- III. **Insurance.** During the term of this Agreement, and any renewal hereafter, HHI shall, at its own expense, obtain and keep in force policies of insurance, including commercial general liability insurance, excess liability insurance and professional liability insurance, with coverage limits of not less than \$1,000,000.00 per occurrence and not less than \$3,000,000.00 aggregate. The Charter Township of Northville shall be named as an insured on HHI's insurance policies.

Upon the execution of this Agreement, and every renewal period thereafter that this Agreement remains in effect, HHI shall furnish the Charter Township of Northville with a completed "Proof Of Insurance For Northville Township Projects" (a copy of which is attached to this agreement) evidencing that the policies of insurance are in effect and providing that the Charter Township of Northville shall be notified in writing at least 30 days before cancellation of, any material change in, or renewal of the policy.

Records Management:

HHI shall maintain appropriate records relating to service, client care, and financial information. All records of service will be documented in HHI's electronic health record. Individuals choosing to continue with community-based services following the initial crisis contact will be required to consent to a program specific release of information that includes both HHI and Northville Township Police Department. HHI will keep all records for ten years after the termination of this agreement.

Confidentiality:

Both HHI and NTPD will keep confidential and not disclose the other party's confidential information without express permission via written consent. Additionally, both parties agree not to use, or permit others to use the other party's confidential information for any purpose other than related to the provision of services. Both parties will take all reasonable measures to avoid disclosure of confidential information, including, at a minimum, those measures and degree of care it takes to protect its own confidential information. Nothing herein shall be construed to limit or prohibit the Township's compliance with the Freedom of Information Act, MCL 15.231, *et seq.*

HHI, its personnel, and anyone it may contract with to provide services under this agreement, shall comply with the Health Insurance Portability and Accountability Act of 1996 (**HIPAA, Public Law 104-191, as amended**) and 42 CFR Part 2: Confidentiality of Substance Use Disorder Patient Records.

Conflict of Interest:

The Charter Township of Northville agrees to not directly hire HHI staff placed in the Behavioral Health Clinician position unless they have been previously vacated from the position for at least twelve consecutive months. Both HHI and the Charter Township of Northville affirm that no principal, representative, agent, or other person acting on behalf of or legally capable of acting on behalf of each entity is currently an employee of the other entity. If such a person comes to exist in the future, measures will be taken to ensure confidentiality of sensitive information.

Standard Assurances and Non-Discrimination:

No employee or applicant for employment with HHI shall be subjected to discrimination with respect to hiring, recruitment, advancement or discharge, and shall adhere to all applicable Federal, State and local laws, ordinances, rules and regulations, and policies prohibiting discrimination.

Debarment and Suspension:

HHI certifies to the best of its knowledge and belief that it and its subcontractors:

- I. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any federal department or agency.
- II. Have not within a three-year period preceding this agreement been convicted of, or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, performing in a public transaction or contract; violation of state and/or federal antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- III. Have not within a three-year period preceding the effective date of this agreement, had one or more public transactions terminated for cause or as a result of default.

Term and Termination:

The term of this agreement shall commence upon the beginning of the provision of services and shall terminate upon the occurrence of any of the following:

- I. Either party may terminate this agreement for cause if the other party is in breach by providing written notice to the breaching party within thirty days of the breach. The notice shall specify the breach for which the agreement is potentially being terminated with the desired cure necessary to prevent contract termination. If the breaching party fails to remedy the breach to the satisfaction of the other party before the effective date of termination, this agreement shall terminate.
- II. Either party may terminate this agreement without cause upon thirty days prior written notice to the other party.

Miscellaneous:

- I. This instrument contains the entire Agreement of the parties, and all prior verbal and/or written negotiations are merged herein. Any amendments or modifications to this Agreement must be approved by both parties in writing and shall be incorporated by an addendum or attachment to this Agreement.
- II. Photocopies, Facsimile transmissions, and other reproductions of this Agreement will be deemed to be original counterparts of this Agreement.
- III. This Agreement is intended to be performed in accordance with, and only to the extent permitted by, all applicable laws, ordinances, rules, and regulations. If any provision of this Agreement or its application to any person or circumstance is, for any reason and to any extent, invalid or unenforceable, the remainder of this Agreement and the application of the provision to other persons or circumstances shall not be affected by it, but rather shall be enforced to the greatest extent permitted by law.
- IV. No waiver by either party of any of the provisions hereof shall be effective unless explicitly set forth in writing and signed by the party. No failure to exercise, or delay in exercising, any right, remedy, power, or privilege arising from this Agreement shall operate or be construed as a waiver thereof; nor shall any single or partial exercise of any right, remedy, power or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy or privilege.

Certification:

The persons signing on behalf of each party certify by their signatures that they are authorized to sign this agreement on behalf of each party and that this agreement has been authorized.

Hegira Health, Inc., Certified Signature

Carol Zuniga, Executive Director

Date

Charter Township of Northville, Certified Signature

Name, Title

Date



Northville Township Police Department– Northville Youth Network

Hegira Health, Inc.
 Embedded Behavioral Health Services

Addendum A-Annual Budget

Expenditure Category	Amount	Description
Salaries	\$57,000	1 FTE Behavioral Health Clinician
Fringe Benefits	\$18,810	33% of Salaries
Local Travel	\$ 3,510	Mileage Reimbursement for Clinician use of Personal Vehicle
Supplies	\$1,400	Laptop and Cell Phone for Clinician
Insurance	\$ 1,425	Various Corporate Insurances at 2.5% of Salaries
Total Direct Expense	\$82,145	
Indirect Expense	\$ 8,214	10% of Direct Costs
Total Expense (Annual)	\$90,359	
Total Expense (Monthly)	\$7,529.91	

5.4

**Board of Trustees
Request for Action**

Meeting Date:	11/18/2021
Agenda Item:	Donation- Chevy Blazer 2 year lease
Department:	Department of Public Safety
Support & Background Information:	<p>Through good fortune and skill, Northville Township resident Thomas Close shot a hole in one during a golf outing. This rare feat was even more significant as it awarded Mr. Close a 2-year lease of a 2021 Chevy Blazer from Feldman Chevrolet of Novi.</p> <p>Through an unfortunate incident, Mr. Close's family has required the services of the police department. He wishes to donate this vehicle as a token of his gratitude for the service they received.</p> <p>The terms of the lease are 2 years from the date of acceptance with a mileage restriction of 20,000 miles. Taxes and costs are assumed by Feldman Chevrolet for a total value of \$11,500.</p> <p>Acceptance of this donation would allow for the acceleration of the capital replacement of a support services vehicle scheduled for FY23.</p>
Budget Impact:	The donation will be treated in accordance with GASB 33. The donated asset in the value of \$11,500 will be recognized within the government-wide financial statements. There will be no budget impact to the public safety fund.
Suggested Motion:	A motion to accept the donation of a 2021 Chevy Blazer for a two-year lease period with a value of \$11,500 with gratitude to the Close family.

BOT Comments/Questions:

Follow-up:	M/S	BOARD MEMBER	YES	NO
		Abbo		
		Lundberg		
		Rhines		
		Frush		
		Jankowski		
		Herrmann		
		Roosen		



CHARTER TOWNSHIP OF NORTHVILLE

44405 Six Mile Road, Northville, MI 48167
(248)348-5800 www.twp.northville.mi.us

Gifts, Donations, Bequests Form

All gifts, donations, and bequests shall adhere to the Township Policy is subject to approval of the Township Board of Trustees should the amount exceed \$5,000.

Donor Name: Thomas Close

Address: 19350 Gallant Fox

City: Northville State: MI Zip: 48167

Phone: 248-467-7740 Email: tclose@atctrain.com

Type of Gift: Donation Estimated Value: \$11,500

Are there any requests associated with the gift, donation or bequest?

YES NO

If yes, please describe:

Is this a memorial gift?

YES NO

If yes, in memory of: _____

Were goods, services, or acknowledgement provided in return for the donation?

YES NO

If yes, please describe: _____

I have read and understand the terms and conditions of the Township's Policy:

Signature

Date

Board of Trustees Approval:

Date of Meeting

Resolution Number

If this form is being submitted for volunteer, community service, in-kind services or material, or Eagle Scout projects, an additional liability waiver and an agreement releasing the Township of any and all financial responsibility for the project must be provided by the donor.

Board of Trustees Request for Action	
Meeting Date:	November 18, 2021
Agenda Item:	MGCP Pathway Project Extension Recommendation
Department:	Parks and Recreation
Support & Background Information:	<p>At the October 21, 2021 Board of Trustees meeting, the pathway project at Marv Gans Community Park bid was awarded to JSS Macomb, in the amount of \$102,626.25. A portion of the funding for this project was previously allocated from the FY2020-21 Wayne County Park Millage Funds (\$65,000). An Intergovernmental Agreement for the project was approved by the Northville Township Board of Trustees at the April 15, 2021 meeting, and subsequently approved by the Wayne County Commission.</p> <p>The initial project included installation of 2,500 lf, 10 ft. /wide compacted stone pathway around baseball fields #5 & 7 and soccer fields #1, 2, & 8 at MGCP (see attached map). The scope of work also includes placing geotextile underlayment the full length and width of the pathway, restoration of pathway edges, and regrading the drainage swales behind the baseball fields to ensure proper drainage. An alternate was bid to install 1,200 lf of trench drain and tile around the baseball fields, in place of regrading the swales, and to connect the drain tiles to existing storm catch basins was also awarded.</p> <p>The BOT suggested investigating the cost of extending this section of pathway in order to complete a loop around the east side of the park, and to take advantage of current pricing.</p> <p>Staff met with JSS Macomb to review the location and scope of work for the proposed extension (see attached map). JSS Macomb agreed to honor the unit pricing in their original bid, for the extension work. They have quoted \$69,488.37 for the additional work (see attached), which includes the installation of culverts to aid in the field drainage. This cost aligns with staff's estimated amount for the extension, based on the length of the extension (1,633 lf) compared to the original section (2,500 lf).</p> <p>The project is planned to begin at the end of November, with completion prior to the spring 2022 season.</p>
Budget Impact:	The cost for the extension work will be covered from the Shared Services Park Improvement fund, under Pathway/Parking Lot/Park Maintenance.
Suggested Motion:	Motion to award the Pathway Extension project at Marv Gans Community Park to JSS Macomb in the amount of \$69,488.37.
BOT Comments/Questions:	

Follow-up:	M/S	BOARD MEMBER	YES	NO
		Abbo		
		Lundberg		
		Rhines		
		Frush		
		Herrmann		
		Jankowski		
		Roosen		

BOT Action Form 2021

**CHARTER TOWNSHIP OF NORTHVILLE
PROPOSAL FORM**

Community Park Interior Pathway WEST Extension

We the undersigned as proposer propose to furnish to the Charter Township of Northville, according to the specifications, conditions and instructions attached hereto and made a part thereof. All prices will be based on F.O.B. to our location (15801 Beck Rd., Northville, MI 48167).

Item	Unit Cost	Total Price
A. Pathway Prep/Grading (1633 LF)	\$10.28 LF	\$16,787.24
B. Geotextile Underlayment (1633 lf)	\$3.75 LF	\$6,123.75
C. Regrading of drainage swale (if Alternate #1 is not accepted)	N/A	N/A
D. Provide/compact 6" of 21 AA stone (558.5 Tons)	\$27.75 ton	\$15,498.38
E. Provide/compact 2" of screened fine (196 Tons)	\$37.75 ton	\$7,399.00
F. Site Restoration	14,000.00 LS	\$14,000.00
G. Culverts, drain prep, installation		\$9,680.00

Total Project Cost

\$ 69,488.37

We acknowledge receipt of the following Addendums: _____
(Please indicate numbers)

Comments:

Company (Legal Registration): **JSS Macomb**

PROPOSED PATHWAYS - MGCP



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community



Legend

- Existing (10,750')
- Original (2,550')
- Extension (1,633')
- Future Proposed (7,200')



1 inch = 400 feet

Geographical data provides a spatial representation only. Northville Township and/or the City of Northville do not assume any damages or liabilities due to the accuracy, availability, use or misuse of the information provided.

5.5

**Board of Trustees
Request for Action**

Meeting Date:	November 18, 2021								
Agenda Item:	Audio Recorder/Log with Integrated QA Module								
Department:	Police Department/Information Technology and Communication								
Support & Background Information:	<p>The audio recorder server and software records all communications through the dispatch consoles. The current NICE Inform server has reached end of life and is not compatible with all of the upcoming recording requirements like text-to-911. The new replacement system will need to log and synchronize 911 calls, including digital, analog, and VoIP calls, conventional and P25 radio transmissions, text-to-911 interactions, video, images, console screens, locations from geographic information systems (GIS), and integrated feeds from other sources such as CCTV video. The new recording system will be in alignment with the multiple next generation 911 (NG911) dispatch upgrades that have been coordinated over the past few years with Conference of Western Wayne (CWW).</p> <p>The Township received three bids for the Audio Recorder/Log with Integrated QA Module project.</p> <table border="1"> <thead> <tr> <th>Company/Contractor Name</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Word Systems (NICE Inform)</td> <td>\$39,442.00</td> </tr> <tr> <td>Equature (Equature)</td> <td>\$42,270.00</td> </tr> <tr> <td>Motorola Solutions (NICE Inform)</td> <td>\$99,120.00</td> </tr> </tbody> </table>	Company/Contractor Name	Total	Word Systems (NICE Inform)	\$39,442.00	Equature (Equature)	\$42,270.00	Motorola Solutions (NICE Inform)	\$99,120.00
Company/Contractor Name	Total								
Word Systems (NICE Inform)	\$39,442.00								
Equature (Equature)	\$42,270.00								
Motorola Solutions (NICE Inform)	\$99,120.00								
Budget Impact:	The Audio Recorder/Log with Integrated QA Module project is included within the 2021 CIP Plan and budgeted within the Public Safety Fund (207-300-977.000). No budget amendment is necessary.								
Suggested Motion:	Approve the contract from the bid vendor Word Systems, in the amount of \$39,442.00.								

BOT Comments/Questions:

Follow-up:	M/S	BOARD MEMBER	YES	NO
		Abbo		
		Lundberg		
		Rhines		
		Frush		
		Herrmann		
		Jankowski		
		Roosen		

Check Registry

CHECK DISBURSEMENT REPORT FOR NORTHVILLE CHARTER TOWNSHIP
CHECK DATE 10/02/2021 - 11/05/2021

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 General Fund							
Dept: 000 General							
10/15/2021	COMER	143825*	Kyle Builders Inc	Permit Fee First 50000	453.000	000	445.00
10/15/2021	COMER	143829	C L Ward Bros	Permit Fee First 50000	453.000	000	715.00
10/22/2021	COMER	143912	Foundation Systems of Michigan Inc.	Gas Pressure Test	452.000	000	30.00
10/29/2021	COMER	143987*#	NATIONAL VISION ADMINISTRATORS	COBRA FRINGE BENEFITS	230.000	000	18.92
11/03/2021	COMER	144040	True Pride Plumbing	Inspection Re-Inspection/Additional	456.000	000	50.00
10/08/2021	COMER	1591-E**	MERS E-CHECK	MERS Pension Fund	231.001	000	3,934.54
10/18/2021	COMER	1594-E**	DELTA DENTAL PLAN	COBRA FRINGE BENEFITS	230.000	000	35.76
11/05/2021	COMER	1597-E**	MERS E-CHECK	MERS Pension Fund	231.001	000	2,623.04
Total For Dept: 000							7,852.26
Dept: 103 Legislative Department							
10/15/2021	COMER	143760	Associated Newspapers of Michigan	PRINTING AND PUBLISHING	900.000	103	112.11
10/15/2021	COMER	143764	GLENN CALDWELL	Literature Dues and Seminars	958.000	103	434.00
10/15/2021	COMER	143765	CAPITOL RELATIONS LLC	Professional Services	827.000	103	6,000.00
10/15/2021	COMER	143774	DTE ENERGY	SAD STREET LITE ENERGY EXP - MAPLE HILLS	970.003	103	572.81
				SAD STREET LITE ENERGY EXP - BROOKLANE	970.005	103	429.61
				SAD STREET LITE ENERGY EXP - RAVINES	970.007	103	572.79
				STREET LIGHT ENERGY EXPENSE - PARK PLACE	970.010	103	257.96
Check COMER 143774 Total for Fund 101 General Fund							1,833.17
10/15/2021	COMER	143783	Hallahan & Associates PC	Professional Services	827.000	103	1,792.30
10/15/2021	COMER	143786*#	Health Equity	Professional Services	827.000	103	8.10
10/15/2021	COMER	143787	Alan C. Helmkamp P.C.	LEGAL FEES	826.000	103	1,300.00
10/15/2021	COMER	143797	JP COOKE COMPANY	Dog expenses	805.000	103	219.00
10/15/2021	COMER	143805#	Cheryl McGuire	Professional Services	827.000	103	250.00
10/15/2021	COMER	143807	THE MIKE COX LAW FIRM PLLC	LEGAL FEES	826.000	103	3,560.00
10/15/2021	COMER	143808*#	MICHIGAN MUNICIPAL RISK	Insurances	910.000	103	12,925.90
10/15/2021	COMER	143810	LYNNE MOSTELLER	Beautification Commission	890.000	103	737.74
10/15/2021	COMER	143812*#	OFFICE DEPOT	Operating/Office Supplies	740.000	103	378.90
10/15/2021	COMER	143863*#	Varipro Benefit Administrators	Professional Services	827.000	103	56.70
10/15/2021	COMER	143865*#	WAYNE COUNTY	Traffic Signals - Northridge	970.011	103	101.47
				Utilities	941.000	103	310.11
Check COMER 143865 Total for Fund 101 General Fund							411.58
10/22/2021	COMER	143875#	Associated Newspapers of Michigan	PRINTING AND PUBLISHING	900.000	103	35.78
10/22/2021	COMER	143886*#	CONSUMERS ENERGY	Utilities	941.000	103	627.82

S.A.

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
10/22/2021	COMER	143890*#	EPIC GRAPHICS LLC	PRINTING AND PUBLISHING	900.000	103	98.00
10/22/2021	COMER	143892*#	HEALTH ALLIANCE PLAN	Insurance	716.000	103	2,954.90
10/22/2021	COMER	143895*#	KONICA MINOLTA	Equipment Maintenance	813.000	103	628.05
10/22/2021	COMER	143923	ULLIANCE INC	Professional Services	827.000	103	1,625.00
10/22/2021	COMER	143927	WHITLOCK BUSINESS SYSTEMS INC	Operating/Office Supplies	740.000	103	416.22
10/29/2021	COMER	143952	CONFERENCE OF WESTERN WAYNE	Literature Dues and Seminars	958.000	103	5,736.00
10/29/2021	COMER	143972	KCI	Postage	730.000	103	69.43
10/29/2021	COMER	143979	McGraw Morris PC	LEGAL FEES	826.000	103	180.00
10/29/2021	COMER	143987*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	103	45.63
10/29/2021	COMER	143989*#	OFFICE DEPOT	Operating/Office Supplies	740.000	103	52.03
10/29/2021	COMER	143992*#	US Postal Service-Postage by Phone	Postage	730.000	103	1,600.00
10/29/2021	COMER	143993	PLANTWISE LLC	Beautification Commission	890.000	103	300.00
10/29/2021	COMER	144033*#	WAYNE COUNTY	Traffic Signals - Northridge	970.011	103	101.47
10/29/2021	COMER	144033*#	WAYNE COUNTY	Utilities	941.000	103	310.11
Ⓜcheck COMER 144033 Total for Fund 101 General Fund							411.58
10/29/2021	COMER	144034	Sheila Weber	Operating/Office Supplies	740.000	103	46.27
10/29/2021	COMER	144038	WILLIAMS WILLIAMS RATTNER &	LEGAL FEES	826.000	103	4,109.42
11/05/2021	COMER	144043*#	Amazon Capital Services Inc	Operating/Office Supplies	740.000	103	38.02
11/05/2021	COMER	144054	CAPITOL RELATIONS LLC	Professional Services	827.000	103	6,000.00
11/05/2021	COMER	144061*#	DTE ENERGY	Utilities	941.000	103	3,137.27
11/05/2021	COMER	144065	Hallahan & Associates PC	Professional Services	827.000	103	728.74
11/05/2021	COMER	144070	Alan C. Helmkamp P.C.	LEGAL FEES	826.000	103	600.00
11/05/2021	COMER	144080*#	ALLERUS FINANCIAL	Pension - defined contribution	718.200	103	478.82
11/05/2021	COMER	144082	THE MIKE COX LAW FIRM PLLC	LEGAL FEES	826.000	103	15,000.00
11/05/2021	COMER	144086*#	OFFICE DEPOT	Operating/Office Supplies	740.000	103	141.85
11/05/2021	COMER	144104*#	SHRED-IT USA DETROIT	Professional Services	827.000	103	1,326.00
11/05/2021	COMER	144107*#	STANDARD INSURANCE	Insurance	716.000	103	181.78
11/05/2021	COMER	144114	WAYNE COUNTY	Utilities	941.000	103	55.73
11/05/2021	COMER	144117	WILLIAMS WILLIAMS RATTNER &	LEGAL FEES	826.000	103	1,454.98
11/05/2021	COMER	144119	RENE WISELY	Operating/Office Supplies	740.000	103	30.52
10/08/2021	COMER	1591-E*#	MERS E-CHECK	Pension	718.000	103	6,544.57
10/15/2021	COMER	1592-A*#	Corporate Payment Systems	Literature Dues and Seminars	958.000	103	12.99
10/12/2021	COMER	1593-E*#	DELTA DENTAL PLAN	Insurance	716.000	103	37.70
10/18/2021	COMER	1594-E*#	DELTA DENTAL PLAN	Insurance	716.000	103	35.09
10/25/2021	COMER	1595-E*#	DELTA DENTAL PLAN	Insurance	716.000	103	61.12
11/01/2021	COMER	1596-E*#	DELTA DENTAL PLAN	Insurance	716.000	103	50.97
11/05/2021	COMER	1597-E*#	MERS E-CHECK	Pension	718.000	103	3,817.60
Total For Dept: 103							88,689.38

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Dept: 176 Clerk's Department							
10/22/2021	COMER	143892*#	HEALTH ALLIANCE PLAN	Insurance	716.000	176	4,522.80
10/29/2021	COMER	143987*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	176	33.27
11/05/2021	COMER	144046	KATHLEEN ANDERSON	Literature Dues and Seminars	958.000	176	69.28
11/05/2021	COMER	144080*#	ALLERUS FINANCIAL	Pension - defined contribution	718.200	176	1,120.75
11/05/2021	COMER	144081	MICHIGAN ASSOC. MUNICIPAL CLERKS	Literature Dues and Seminars	958.000	176	450.00
11/05/2021	COMER	144083	MICHIGAN TOWNSHIPS ASSOCIATION	Literature Dues and Seminars	958.000	176	25.00
11/05/2021	COMER	144107*#	STANDARD INSURANCE	Insurance	716.000	176	109.95
10/08/2021	COMER	1591-E*#	MERS E-CHECK	Pension	718.000	176	1,426.66
10/12/2021	COMER	1593-E*#	DELTA DENTAL PLAN	Insurance	716.000	176	28.28
10/18/2021	COMER	1594-E*#	DELTA DENTAL PLAN	Insurance	716.000	176	26.32
10/25/2021	COMER	1595-E*#	DELTA DENTAL PLAN	Insurance	716.000	176	45.84
11/01/2021	COMER	1596-E*#	DELTA DENTAL PLAN	Insurance	716.000	176	38.23
11/05/2021	COMER	1597-E*#	MERS E-CHECK	Pension	718.000	176	972.80
Total For Dept: 176							8,869.18
Dept: 177 Treasurer's Department							
10/22/2021	COMER	143892*#	HEALTH ALLIANCE PLAN	Insurance	716.000	177	2,874.57
10/29/2021	COMER	143980	MICHIGAN HUMANE SOCIETY	Dog expenses	805.000	177	600.00
10/29/2021	COMER	143987*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	177	30.19
11/05/2021	COMER	144080*#	ALLERUS FINANCIAL	Pension - defined contribution	718.200	177	718.22
11/05/2021	COMER	144107*#	STANDARD INSURANCE	Insurance	716.000	177	161.47
11/05/2021	COMER	144113	WCA ASSESSING	Assessment of Township	829.000	177	27,976.22
10/08/2021	COMER	1591-E*#	MERS E-CHECK	Pension	718.000	177	3,856.32
10/15/2021	COMER	1592-A*#	Corporate Payment Systems	Literature Dues and Seminars	958.000	177	1,184.20
10/12/2021	COMER	1593-E*#	DELTA DENTAL PLAN	Insurance	716.000	177	18.85
10/18/2021	COMER	1594-E*#	DELTA DENTAL PLAN	Insurance	716.000	177	17.55
10/25/2021	COMER	1595-E*#	DELTA DENTAL PLAN	Insurance	716.000	177	30.56
11/01/2021	COMER	1596-E*#	DELTA DENTAL PLAN	Insurance	716.000	177	25.49
11/05/2021	COMER	1597-E*#	MERS E-CHECK	Pension	718.000	177	2,233.30
Total For Dept: 177							39,726.94
Dept: 180 Information Technology							
10/15/2021	COMER	143758*#	Amazon Capital Services Inc	Data processing	812.000	180	210.96
10/15/2021	COMER	143766*#	CDW GOVERNMENT INC	Data processing	812.000	180	16.00
10/15/2021	COMER	143792	Intrado Interactive Services Corp	Data processing	812.000	180	1,475.00
10/15/2021	COMER	143853*#	BITTER GIS	Data processing	812.000	180	604.00
10/15/2021	COMER	143862*#	US SIGNAL	Data processing	812.000	180	24.87
10/15/2021	COMER	143864*#	VERIZON WIRELESS	Telephone	851.000	180	509.32
10/22/2021	COMER	143872*#	Amazon Capital Services Inc	Data processing	812.000	180	32.23
10/22/2021	COMER	143880*#	CDW GOVERNMENT INC	Data processing	812.000	180	31.80

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
10/22/2021	COMER	143892*#	HEALTH ALLIANCE PLAN	Insurance	716.000	180	3,529.82
10/29/2021	COMER	143932*#	Amazon Capital Services Inc	Data processing	812.000	180	361.17
10/29/2021	COMER	143934*#	AT&T	Telephone	851.000	180	1,686.23
10/29/2021	COMER	143935*#	AT&T	Telephone	851.000	180	159.01
10/29/2021	COMER	143948*#	Clear Rate Communications Inc	Telephone	851.000	180	115.70
10/29/2021	COMER	143963*#	Freshworks Inc.	Data processing	812.000	180	537.26
10/29/2021	COMER	143965	Granicus	Professional Services	827.000	180	3,344.00
10/29/2021	COMER	143987*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	180	29.45
10/29/2021	COMER	144030	VAUGHN GURGANIAN PHOTOGRAPHY LLC	Data processing	812.000	180	300.00
11/05/2021	COMER	144043*#	Amazon Capital Services Inc	Data processing	812.000	180	191.33
11/05/2021	COMER	144055*#	CDW GOVERNMENT INC	Data processing	812.000	180	123.66
11/05/2021	COMER	144100*#	BITTER GIS	Data processing	812.000	180	604.00
11/05/2021	COMER	144107*#	STANDARD INSURANCE	Insurance	716.000	180	184.23
11/05/2021	COMER	144112*#	US SIGNAL	Data processing	812.000	180	24.87
10/08/2021	COMER	1591-E*#	MERS E-CHECK	Pension	718.000	180	5,539.98
10/15/2021	COMER	1592-A*#	Corporate Payment Systems	Data processing	812.000	180	39.37
10/12/2021	COMER	1593-E*#	DELTA DENTAL PLAN	Insurance	716.000	180	28.28
10/18/2021	COMER	1594-E*#	DELTA DENTAL PLAN	Insurance	716.000	180	26.32
10/25/2021	COMER	1595-E*#	DELTA DENTAL PLAN	Insurance	716.000	180	45.84
11/01/2021	COMER	1596-E*#	DELTA DENTAL PLAN	Insurance	716.000	180	38.23
11/05/2021	COMER	1597-E*#	MERS E-CHECK	Pension	718.000	180	3,376.42
Total For Dept: 180							23,189.35
Dept: 265 Facility Operations							
10/15/2021	COMER	143756*#	ACTION MAT AND TOWEL RENTAL	CONTRACTUAL SERVICES	829.000	265	287.72
10/15/2021	COMER	143758*#	Amazon Capital Services Inc	Operating/Office Supplies	740.000	265	996.02
Check COMER 143758 Total for Fund 101 General Fund							1,008.81
10/15/2021	COMER	143778*#	DU-ALL CLEANING IN	Building Maintenance	811.000	265	1,196.00
10/15/2021	COMER	143819*#	QUALITY FIRST AID & SAFETY INC.	Operating/Office Supplies	740.000	265	646.43
Check COMER 143819 Total for Fund 101 General Fund							1,519.99
10/15/2021	COMER	143864*#	VERIZON WIRELESS	Telephone	851.000	265	81.19
10/15/2021	COMER	143868*#	GRAINGER INC.	Building Maintenance	811.000	265	164.52
10/22/2021	COMER	143882*#	COCHRANE SUPPLY	Building Maintenance	811.000	265	101.59
10/22/2021	COMER	143883*#	Columbia Pipe & Supply Co	Building Maintenance	811.000	265	194.90
10/22/2021	COMER	143885*#	Conserva Electric Supply Inc.	Building Maintenance	811.000	265	637.06

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
10/22/2021	COMER	143892*#	HEALTH ALLIANCE PLAN	Insurance	716.000	265	2,170.95
10/22/2021	COMER	143919*#	ROSE PEST SOLUTIONS	CONTRACTUAL SERVICES	829.000	265	52.00
10/22/2021	COMER	143922*#	NORTHVILLE TOWNSHIP	Utilities	941.000	265	2,715.58
10/22/2021	COMER	143925*#	WEBER JANITORIAL SUPPLIES	Building Maintenance	811.000	265	275.84
10/29/2021	COMER	143968*#	HOME DEPOT CREDIT SERVICES	Building Maintenance	811.000	265	39.10
Ⓜcheck COMER 143968 Total for Fund 101 General Fund				Small tools & equipment	740.002	265	848.22
							887.32
10/29/2021	COMER	143976*#	LIGHTING SUPPLY CO	Building Maintenance	811.000	265	422.54
10/29/2021	COMER	143987*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	265	17.09
10/29/2021	COMER	143990*#	O'GUINNS LAWN & LANDSCAPING	Grounds maintenance	811.800	265	997.60
10/29/2021	COMER	144020*#	RKA PETROLEUM COS. INC.	Gas, Vehicle Maintenance	741.000	265	260.39
11/05/2021	COMER	144043*#	Amazon Capital Services Inc	Building Maintenance	811.000	265	337.65
Ⓜcheck COMER 144043 Total for Fund 101 General Fund				Operating/Office Supplies	740.000	265	146.31
							483.96
11/05/2021	COMER	144056*#	COCHRANE SUPPLY	Building Maintenance	811.000	265	33.21
11/05/2021	COMER	144072*#	H.V. BURTON COMPANY	Building Maintenance	811.000	265	160.00
11/05/2021	COMER	144101*#	RKA PETROLEUM COS. INC.	Gas, Vehicle Maintenance	741.000	265	263.96
11/05/2021	COMER	144104*#	SHRED-IT USA DETROIT	CONTRACTUAL SERVICES	829.000	265	176.48
11/05/2021	COMER	144105*#	SIGNATURE SERVICES	Grounds maintenance	811.800	265	4,353.60
11/05/2021	COMER	144107*#	STANDARD INSURANCE	Insurance	716.000	265	45.54
11/05/2021	COMER	144120*#	GRAINGER INC.	Building Maintenance	811.000	265	93.27
10/08/2021	COMER	1591-E*#	MERS E-CHECK	Pension	718.000	265	2,750.84
10/12/2021	COMER	1593-E*#	DELTA DENTAL PLAN	Insurance	716.000	265	18.85
10/18/2021	COMER	1594-E*#	DELTA DENTAL PLAN	Insurance	716.000	265	17.55
10/25/2021	COMER	1595-E*#	DELTA DENTAL PLAN	Insurance	716.000	265	30.56
11/01/2021	COMER	1596-E*#	DELTA DENTAL PLAN	Insurance	716.000	265	25.49
11/05/2021	COMER	1597-E*#	MERS E-CHECK	Pension	718.000	265	2,485.31
Total For Dept: 265							24,576.14
Dept: 380 Building Department							
10/15/2021	COMER	143762	H. Edward Bartram	Planning/Building Consultants	817.000	380	1,121.00
10/15/2021	COMER	143809	TOM MORRISON	Planning/Building Consultants	817.000	380	2,062.50
10/15/2021	COMER	143862*#	US SIGNAL	Data processing	812.000	380	6.85
10/15/2021	COMER	143866	WILLIAM C WEIDENDORF	Planning/Building Consultants	817.000	380	1,386.00
10/22/2021	COMER	143872*#	Amazon Capital Services Inc	Data processing	812.000	380	8.87
10/22/2021	COMER	143892*#	HEALTH ALLIANCE PLAN	Insurance	716.000	380	2,926.77
10/22/2021	COMER	143925*#	WEBER JANITORIAL SUPPLIES	Planning/Building Consultants	817.000	380	445.75

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
10/29/2021	COMER	143932*#	Amazon Capital Services Inc	Data processing	812.000	380	27.85
10/29/2021	COMER	143939	H. Edward Bartram	Planning/Building Consultants	817.000	380	912.00
10/29/2021	COMER	143941	BS&A SOFTWARE	Data processing	812.000	380	1,332.00
10/29/2021	COMER	143943*#	Carlisle Wortman Associates Inc	Planning/Building Consultants	817.000	380	2,495.00
10/29/2021	COMER	143963*#	Freshworks Inc.	Data processing	812.000	380	147.89
10/29/2021	COMER	143983	TOM MORRISON	Planning/Building Consultants	817.000	380	1,762.50
10/29/2021	COMER	143987*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	380	20.91
10/29/2021	COMER	144020*#	RKA PETROLEUM COS. INC.	Gas, Vehicle Maintenance	741.000	380	78.12
10/29/2021	COMER	144035	WILLIAM C WEIDENDORF	Planning/Building Consultants	817.000	380	1,344.00
11/05/2021	COMER	144055*#	CDW GOVERNMENT INC	Data processing	812.000	380	34.04
11/05/2021	COMER	144080*#	ALLERUS FINANCIAL	Pension - defined contribution	718.200	380	870.16
11/05/2021	COMER	144101*#	RKA PETROLEUM COS. INC.	Gas, Vehicle Maintenance	741.000	380	79.19
11/05/2021	COMER	144107*#	STANDARD INSURANCE	Insurance	716.000	380	151.90
11/05/2021	COMER	144112*#	US SIGNAL	Data processing	812.000	380	6.85
10/08/2021	COMER	1591-E*#	MERS E-CHECK	Pension	718.000	380	1,712.00
10/15/2021	COMER	1592-A*#	Corporate Payment Systems	Data processing	812.000	380	9.91
10/12/2021	COMER	1593-E*#	DELTA DENTAL PLAN	Insurance	716.000	380	18.85
10/18/2021	COMER	1594-E*#	DELTA DENTAL PLAN	Insurance	716.000	380	17.55
10/25/2021	COMER	1595-E*#	DELTA DENTAL PLAN	Insurance	716.000	380	30.56
11/01/2021	COMER	1596-E*#	DELTA DENTAL PLAN	Insurance	716.000	380	25.49
11/05/2021	COMER	1597-E*#	MERS E-CHECK	Pension	718.000	380	1,088.00
Total For Dept: 380							20,122.51
Dept: 400 Planning Department							
10/15/2021	COMER	143795	JENNIFER FREY	Literature Dues and Seminars	958.000	400	21.84
10/15/2021	COMER	143805#	Cheryl McGuire	Board Minutes	711.000	400	337.50
10/22/2021	COMER	143875#	Associated Newspapers of Michigan	PRINTING AND PUBLISHING	900.000	400	35.78
10/22/2021	COMER	143892*#	HEALTH ALLIANCE PLAN	Insurance	716.000	400	1,567.90
10/29/2021	COMER	143964*#	G D ROBERTS COMPANY LLC	Professional Services	827.000	400	300.00
10/29/2021	COMER	143987*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	400	12.36
11/05/2021	COMER	144048	Associated Newspapers of Michigan	PRINTING AND PUBLISHING	900.000	400	46.35
11/05/2021	COMER	144107*#	STANDARD INSURANCE	Insurance	716.000	400	34.00
10/08/2021	COMER	1591-E*#	MERS E-CHECK	Pension	718.000	400	2,064.51
10/12/2021	COMER	1593-E*#	DELTA DENTAL PLAN	Insurance	716.000	400	9.43
10/18/2021	COMER	1594-E*#	DELTA DENTAL PLAN	Insurance	716.000	400	8.77
10/25/2021	COMER	1595-E*#	DELTA DENTAL PLAN	Insurance	716.000	400	15.28
11/01/2021	COMER	1596-E*#	DELTA DENTAL PLAN	Insurance	716.000	400	12.74
11/05/2021	COMER	1597-E*#	MERS E-CHECK	Pension	718.000	400	1,558.81
Total For Dept: 400							6,025.27
Total For Fund: 101							219,051.03

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 207 Public Safety							
Dept: 000 General							
10/15/2021	COMER	143755	The AccuMed Group	FIRE RESCUE- ALS- ADVANCED LIFE SUPPORT	652.000	000	-2,253.19
10/22/2021	COMER	143906	Emil L. Panowicz	FIRE RESCUE- ALS- ADVANCED LIFE SUPPORT	652.000	000	200.00
10/29/2021	COMER	143994	Police Executive Research Forum	PREPAID EXPENSE	050.000	000	9,700.00
10/08/2021	COMER	1591-E**	MERS E-CHECK	MERS Pension Fund	231.001	000	24,242.09
11/05/2021	COMER	1597-E**	MERS E-CHECK	MERS Pension Fund	231.001	000	16,274.72
Total For Dept: 000							52,670.00
Dept: 300 Police Department							
10/15/2021	COMER	143756*#	ACTION MAT AND TOWEL RENTAL	Building Maintenance	811.000	300	603.86
10/15/2021	COMER	143758*#	Amazon Capital Services Inc	Data processing	812.000	300	386.06
10/15/2021	COMER	143759	PREMIER SAFETY	Small tools & equipment	740.002	300	10,220.00
10/15/2021	COMER	143766*#	CDW GOVERNMENT INC	Data processing	812.000	300	290.40
10/15/2021	COMER	143771	LISA CUPP	Literature Dues and Seminars	958.000	300	151.25
10/15/2021	COMER	143781	Glendale Parade Store LLC	Uniforms/QuarterMaster	758.000	300	449.00
Check COMER 143781 Total for Fund 207 Public Safety							307.60
							756.60
10/15/2021	COMER	143786*#	Health Equity	Professional Services	827.000	300	13.50
10/15/2021	COMER	143788	DANIEL HERNANDEZ	Training	957.000	300	117.00
10/15/2021	COMER	143799*#	KONICA MINOLTA	Equipment Maintenance	813.000	300	116.55
10/15/2021	COMER	143802	LEGAL LIABILITY RISK MGT INSTITUTE	Training	957.000	300	300.00
10/15/2021	COMER	143803	MATTHEW MACKENZIE	Uniforms/QuarterMaster	758.000	300	149.34
10/15/2021	COMER	143804	ELIZABETH MCCORMICK	Training	957.000	300	93.00
Check COMER 143804 Total for Fund 207 Public Safety							31.49
							124.49
10/15/2021	COMER	143806	Michigan APCO	Training	957.000	300	500.00
Check COMER 143806 Total for Fund 207 Public Safety							1,000.00
							1,500.00
10/15/2021	COMER	143808**	MICHIGAN MUNICIPAL RISK	Insurances	910.000	300	19,388.85
10/15/2021	COMER	143813	OTIS ELEVATOR COMPANY	Building Maintenance	811.000	300	651.00
10/15/2021	COMER	143815	Perfect Cleaners of Detroit Inc	Uniforms/QuarterMaster	758.000	300	871.59
10/15/2021	COMER	143816*#	PLYMOUTH RUBBER & TRANSMISSION	Building Maintenance	811.000	300	188.89
10/15/2021	COMER	143819*#	QUALITY FIRST AID & SAFETY INC.	Operating/Office Supplies	740.000	300	187.49
10/15/2021	COMER	143853**	BITTER GIS	Data processing	812.000	300	362.40

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10/15/2021	COMER	143855	Christopher Rowley	Literature Dues and Seminars	958.000	300	151.25
10/15/2021	COMER	143862*#	US SIGNAL	Data processing	812.000	300	32.80
10/15/2021	COMER	143863*#	Varipro Benefit Administrators	Professional Services	827.000	300	101.75
10/15/2021	COMER	143864*#	VERIZON WIRELESS	Telephone	851.000	300	1,070.86
10/15/2021	COMER	143865*#	WAYNE COUNTY	Prisoner Boarding	804.000	300	560.00
10/15/2021	COMER	143867	JACQUELINE WITTHOFF	PSAP TRAINING EXPENSES	957.005	300	93.00
10/22/2021	COMER	143872*#	Amazon Capital Services Inc	Data processing	812.000	300	50.42
Check COMER 143872 Total for Fund 207 Public Safety				Operating/Office Supplies	740.000	300	11.68
							62.10
10/22/2021	COMER	143876	AT&T	Small tools & equipment	740.002	300	70.00
10/22/2021	COMER	143880*#	CDW GOVERNMENT INC	Data processing	812.000	300	41.36
10/22/2021	COMER	143886*#	CONSUMERS ENERGY	Utilities	941.000	300	842.39
10/22/2021	COMER	143887	CUMMINS BRIDGEWAY LLC	Building Maintenance	811.000	300	226.29
10/22/2021	COMER	143889*#	DTE ENERGY	Utilities	941.000	300	4,602.25
10/22/2021	COMER	143892*#	HEALTH ALLIANCE PLAN	Insurance	716.000	300	54,715.93
10/22/2021	COMER	143895*#	KONICA MINOLTA	Equipment Maintenance	813.000	300	380.26
10/22/2021	COMER	143897	MICHIGAN ASSOC. OF CHIEFS OF POLICE	Literature Dues and Seminars	958.000	300	115.00
10/22/2021	COMER	143898	NYE UNIFORM COMPANY	Uniforms/QuarterMaster	758.000	300	707.50
10/22/2021	COMER	143903	Perfect Cleaners of Detroit Inc	Uniforms/QuarterMaster	758.000	300	42.25
10/22/2021	COMER	143919*#	ROSE PEST SOLUTIONS	Building Maintenance	811.000	300	55.00
10/22/2021	COMER	143922*#	NORTHVILLE TOWNSHIP	Utilities	941.000	300	1,231.06
10/22/2021	COMER	143925*#	WEBER JANITORIAL SUPPLIES	Building Maintenance	811.000	300	1,144.60
10/29/2021	COMER	143932*#	Amazon Capital Services Inc	Operating/Office Supplies	740.000	300	92.42
Check COMER 143932 Total for Fund 207 Public Safety				Data processing	812.000	300	133.43
							225.85
10/29/2021	COMER	143933	APCO INTERNATIONAL INC	Literature Dues and Seminars	958.000	300	345.00
10/29/2021	COMER	143934*#	AT&T	Telephone	851.000	300	1,683.34
10/29/2021	COMER	143937	BELLE TIRE	Gas Vehicle Maintenance	741.000	300	244.50
10/29/2021	COMER	143938	BENNETT & DEMOPOULOS PLLC	Legal Fees	826.000	300	5,837.00
10/29/2021	COMER	143940	BIDNET	Operating/Office Supplies	740.000	300	7.68
10/29/2021	COMER	143948*#	Clear Rate Communications Inc	Telephone	851.000	300	348.45
10/29/2021	COMER	143951	COMCAST CABLE	Cable Wi-Fi & TV	832.000	300	335.51
10/29/2021	COMER	143956	DIAMOND CAR WASH & DETAIL LLC	Gas Vehicle Maintenance	741.000	300	172.00
10/29/2021	COMER	143963*#	Freshworks Inc.	Data processing	812.000	300	708.55
10/29/2021	COMER	143967	HARD HEAD VETERANS LLC	Small tools & equipment	740.002	300	10,205.00
10/29/2021	COMER	143968*#	HOME DEPOT CREDIT SERVICES	Building Maintenance	811.000	300	10.74
10/29/2021	COMER	143970	JACK DEMMER FORD	Gas Vehicle Maintenance	741.000	300	250.00

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10/29/2021	COMER	143976**	LIGHTING SUPPLY CO	Building Maintenance	811.000	300	369.24
10/29/2021	COMER	143977	Marquis Food Service Inc	Prisoner Boarding	804.000	300	106.00
10/29/2021	COMER	143981	Michigan Linen Service	Prisoner Boarding	804.000	300	160.00
10/29/2021	COMER	143986**	NORTHVILLE EXPRESS LUBE LLC	Gas Vehicle Maintenance	741.000	300	583.70
10/29/2021	COMER	143987**	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	300	426.69
10/29/2021	COMER	143988	NYE UNIFORM COMPANY	Uniforms/QuarterMaster	758.000	300	443.95
10/29/2021	COMER	143989**	OFFICE DEPOT	Operating/Office Supplies	740.000	300	485.53
10/29/2021	COMER	143990**	O'GUINNS LAWN & LANDSCAPING	Grounds maintenance	811.800	300	582.00
10/29/2021	COMER	143991	OSCAR W LARSON CO	Building Maintenance	811.000	300	200.00
10/29/2021	COMER	143996	PUBLIC AGENCY TRAINING COUNCIL	State 60 % Fund	957.002	300	350.00
10/29/2021	COMER	144020**	RKA PETROLEUM COS. INC.	Gas Vehicle Maintenance	741.000	300	5,151.63
10/29/2021	COMER	144021	KRISTEN ROMAC	Gas Vehicle Maintenance	741.000	300	50.32
10/29/2021	COMER	144024	The Shoe Shine Guys	Uniforms/QuarterMaster	758.000	300	205.00
10/29/2021	COMER	144026	STATE OF MICHIGAN	State Computer Services	812.000	300	562.25
10/29/2021	COMER	144027	STOECK THE PANTRY LLC	Training	957.000	300	2,400.00
10/29/2021	COMER	144033**	WAYNE COUNTY	Prisoner Boarding	804.000	300	175.00
11/05/2021	COMER	144043**	Amazon Capital Services Inc	Building Maintenance	811.000	300	760.75
11/05/2021	COMER	144047#	Ascension Michigan at Work	Employee Programs	959.000	300	343.00
11/05/2021	COMER	144052	CANFIELD EQUIPMENT SERVICE INC	Gas Vehicle Maintenance	741.000	300	27,963.60
11/05/2021	COMER	144055**	CDW GOVERNMENT INC	Data processing	812.000	300	163.09
11/05/2021	COMER	144062	FASTSIGNS	Gas Vehicle Maintenance	741.000	300	2,972.90
11/05/2021	COMER	144072**	H.V. BURTON COMPANY	Building Maintenance	811.000	300	150.00
11/05/2021	COMER	144078	ELIZABETH MCCORMICK	Gas Vehicle Maintenance	741.000	300	34.50
11/05/2021	COMER	144085	NYE UNIFORM COMPANY	Uniforms/QuarterMaster	758.000	300	257.50
11/05/2021	COMER	144086**	OFFICE DEPOT	Operating/Office Supplies	740.000	300	16.37
11/05/2021	COMER	144089	Lisa Cupp	Operating/Office Supplies	740.000	300	25.36
11/05/2021	COMER	144100**	RITTER GIS	Data processing	812.000	300	362.40
11/05/2021	COMER	144101**	RKA PETROLEUM COS. INC.	Gas Vehicle Maintenance	741.000	300	2,639.81
11/05/2021	COMER	144104**	SHRED-IT USA DETROIT	Building Maintenance	811.000	300	176.48
11/05/2021	COMER	144107**	STANDARD INSURANCE	Insurance	716.000	300	1,439.95
11/05/2021	COMER	144112**	US SIGNAL	Data processing	812.000	300	32.80
10/08/2021	COMER	1591-E**	MERS E-CHECK	Pension	718.000	300	76,804.52
10/15/2021	COMER	1592-A**	Corporate Payment Systems	Gas Vehicle Maintenance	741.000	300	28.58
				Data processing	812.000	300	51.02
				Training	957.000	300	1,469.80
				State 60 % Fund	957.002	300	750.00
				Literature Dues and Seminars	958.000	300	(136.80)
							2,162.60
10/12/2021	COMER	1593-E**	DELTA DENTAL PLAN	Insurance	716.000	300	433.58

Ⓢcheck COMER 1592(A) Total for Fund 207 Public Safety

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10/18/2021	COMER	1594-E**	DELTA DENTAL PLAN	Insurance	716.000	300	403.56
10/25/2021	COMER	1595-E**	DELTA DENTAL PLAN	Insurance	716.000	300	702.85
11/01/2021	COMER	1596-E**	DELTA DENTAL PLAN	Insurance	716.000	300	586.17
11/05/2021	COMER	1597-E**	MERS E-CHECK	Pension	718.000	300	52,727.69
Total For Dept: 300							305,809.33
Dept: 336 Fire Department							
10/15/2021	COMER	143754	A AND R PLUMBING	Building Maintenance	811.000	336	390.00
10/15/2021	COMER	143757	AIRGAS USA LLC	EMT SUPPLIES	740.001	336	49.21
10/15/2021	COMER	143768	COCHRANE SUPPLY	Building Improvements	976.001	336	341.50
check COMER 143768 Total for Fund 207 Public Safety							274.88
							616.38
10/15/2021	COMER	143770	Cornerstone Painting Inc.	Building Improvements	976.001	336	5,350.00
10/15/2021	COMER	143786**	Health Equity	Professional Services	827.000	336	54.00
10/15/2021	COMER	143791	Hydronic Supply & Engineering	Building Maintenance	811.000	336	128.86
10/15/2021	COMER	143793	J & B MEDICAL SUPPLY INC.	EMT SUPPLIES	740.001	336	242.04
10/15/2021	COMER	143794	Jendco Safety Supply Inc	EMT SUPPLIES	740.001	336	398.00
10/15/2021	COMER	143808**	MICHIGAN MUNICIPAL RISK	Insurances	910.000	336	16,157.38
10/15/2021	COMER	143816**	PLYMOUTH RUBBER & TRANSMISSION	Building Maintenance	811.000	336	37.48
10/15/2021	COMER	143820	R&R FIRE TRUCK REPAIR INC	Gas Vehicle Maintenance	741.000	336	145.84
10/15/2021	COMER	143853**	BITTER GIS	Data processing	812.000	336	241.60
10/15/2021	COMER	143859	Teleflex LLC	EMT SUPPLIES	740.001	336	562.50
10/15/2021	COMER	143860	Tom Holzer Ford Inc	Gas Vehicle Maintenance	741.000	336	1,007.77
10/15/2021	COMER	143862**	US SIGNAL	Data processing	812.000	336	18.56
10/15/2021	COMER	143863**	Varipro Benefit Administrators	Professional Services	827.000	336	72.10
10/15/2021	COMER	143864**	VERIZON WIRELESS	Telephone	851.000	336	263.10
10/22/2021	COMER	143870	ALERT-ALL CORP	Fire Education Programs	957.001	336	2,250.00
10/22/2021	COMER	143871**	ALTECH DOORS LLC	Building Improvements	976.001	336	14,092.18
check COMER 143871 Total for Fund 207 Public Safety							356.50
							14,448.68
10/22/2021	COMER	143872**	Amazon Capital Services Inc	Data processing	812.000	336	24.07
check COMER 143872 Total for Fund 207 Public Safety							44.14
							68.21
10/22/2021	COMER	143873	APOLLO FIRE EQUIPMENT CO.	Uniforms/QuarterMaster	758.000	336	5,524.00
10/22/2021	COMER	143874**	Ascension Michigan at Work	Professional Services	827.000	336	1,137.00

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
10/22/2021	COMER	143877	BOUND TREE MEDICAL LLC	EMT SUPPLIES	740.001	336	355.41
10/22/2021	COMER	143879	WILLIAM CARUSO	Tuition Reimbursement	960.000	336	160.69
10/22/2021	COMER	143882*#	COCHRANE SUPPLY	Grounds maintenance	811.000	336	341.50
10/22/2021	COMER	143883*#	Columbia Pipe & Supply Co	Building Maintenance	811.000	336	98.46
10/22/2021	COMER	143886*#	CONSUMERS ENERGY	Utilities	941.000	336	651.82
10/22/2021	COMER	143888	DOWNRIVER REFRIGERATION SUPPLY CO	Building Maintenance	811.000	336	649.35
10/22/2021	COMER	143891	FULLY INVOLVED	Training	957.000	336	500.00
10/22/2021	COMER	143892*#	HEALTH ALLIANCE PLAN	Insurance	716.000	336	39,366.75
10/22/2021	COMER	143895*#	KONICA MINOLTA	Equipment Maintenance	813.000	336	96.16
10/22/2021	COMER	143918	RKA PETROLEUM COS. INC.	Gas Vehicle Maintenance	741.000	336	2,561.90
10/22/2021	COMER	143919*#	ROSE PEST SOLUTIONS	Building Maintenance	811.000	336	48.00
10/22/2021	COMER	143920	R.W. Mead & Sons Inc	Building Improvements	976.001	336	153.00
10/22/2021	COMER	143921	Tom Holzer Ford Inc	Gas Vehicle Maintenance	741.000	336	1,135.82
10/22/2021	COMER	143922*#	NORTHVILLE TOWNSHIP	Utilities	941.000	336	2,358.20
10/29/2021	COMER	143931	AIRGAS USA LLC	EMT SUPPLIES	740.001	336	305.78
10/29/2021	COMER	143932*#	Amazon Capital Services Inc	Data processing	812.000	336	75.53
10/29/2021	COMER	143934*#	AT&T	Telephone	851.000	336	1,139.53
10/29/2021	COMER	143948*#	Clear Rate Communications Inc	Telephone	851.000	336	115.04
10/29/2021	COMER	143949	Columbia Pipe & Supply Co	Building Maintenance	811.000	336	20.75
10/29/2021	COMER	143950	COMCAST CABLE	Cable Wi-Fi & TV	832.000	336	285.27
10/29/2021	COMER	143957*#	DOWNRIVER REFRIGERATION SUPPLY CO	Building Maintenance	811.000	336	79.14
10/29/2021	COMER	143963*#	Freshworks Inc.	Data processing	812.000	336	401.07
10/29/2021	COMER	143968*#	HOME DEPOT CREDIT SERVICES	Equipment Maintenance	813.000	336	2,312.00
10/29/2021	COMER	143969	J & B MEDICAL SUPPLY INC.	EMT SUPPLIES	740.001	336	239.93
10/29/2021	COMER	143973	KENWHIRL APPLIANCE	Grounds maintenance	811.000	336	227.00
10/29/2021	COMER	143975	LIBERTY PLUMBING SUPPLY COMPANY	Building Maintenance	811.000	336	550.79
10/29/2021	COMER	143984	MSC FLOORS INC	Building Improvements	976.001	336	54,192.00
10/29/2021	COMER	143987*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	336	340.30
10/29/2021	COMER	143990*#	O'GUINNS LAWN & LANDSCAPING	Grounds maintenance	811.800	336	611.00
10/29/2021	COMER	143995	PROCAM Photo & Video Gear	Small tools & equipment	740.002	336	189.95
10/29/2021	COMER	144019	BITTER GIS	Data processing	812.000	336	7,680.00
10/29/2021	COMER	144022	R.W. Mead & Sons Inc	Building Improvements	976.001	336	9,052.00
10/29/2021	COMER	144039	GRAINGER INC.	Building Maintenance	811.000	336	497.15
11/05/2021	COMER	144041	ALERT-ALL CORP	Fire Education Programs	957.001	336	1,850.00
11/05/2021	COMER	144042	ALTECH DOORS LLC	Building Improvements	976.001	336	743.90
11/05/2021	COMER	144043*#	Amazon Capital Services Inc	Uniforms/QuarterMaster	758.000	336	28.05
				Data processing	812.000	336	555.07
							583.12
11/05/2021	COMER	144047#	Ascension Michigan at Work	Professional Services	827.000	336	1,114.00

☑ check COMER 144043 Total for Fund 207 Public Safety

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
11/05/2021	COMER	144049	Bearing Service Inc	Building Maintenance	811.000	336	44.15
11/05/2021	COMER	144055**	CDW GOVERNMENT INC	Data processing	812.000	336	92.32
11/05/2021	COMER	144058**	CUMMINS BRIDGEWAY LLC	Building Maintenance	811.000	336	221.79
11/05/2021	COMER	144061**	DTE ENERGY	Utilities	941.000	336	2,743.16
11/05/2021	COMER	144068**	HEALEY FIRE PROTECTION INC	Building Maintenance	811.000	336	1,365.00
11/05/2021	COMER	144071	TOM HUGHES	Tuition Reimbursement	960.000	336	1,228.00
11/05/2021	COMER	144072**	H.V. BURTON COMPANY	Building Maintenance	811.000	336	150.00
11/05/2021	COMER	144073**	International Radiant	Building Maintenance	811.000	336	280.04
11/05/2021	COMER	144092	PRIORITY ONE EMERGENCY	Uniforms/QuarterMaster	758.000	336	92.99
11/05/2021	COMER	144093	R&R FIRE TRUCK REPAIR INC	Gas Vehicle Maintenance	741.000	336	736.26
11/05/2021	COMER	144099	RESTORATION 1 OF WESTERN WAYNE CO	Building Improvements	976.001	336	4,014.21
11/05/2021	COMER	144100**	RIITTER GIS	Data processing	812.000	336	241.60
11/05/2021	COMER	144104**	SHRED-IT USA DETROIT	Building Maintenance	811.000	336	177.32
11/05/2021	COMER	144107**	STANDARD INSURANCE	Insurance	716.000	336	892.28
11/05/2021	COMER	144111	Unisource Printing Services Inc.	Operating/Office Supplies	740.000	336	278.42
11/05/2021	COMER	144112**	US SIGNAL	Data processing	812.000	336	18.56
11/05/2021	COMER	144115	WEBER JANITORIAL SUPPLIES	Building Maintenance	811.000	336	1,050.90
11/05/2021	COMER	144118	WINDER POLICE EQUIPMENT	Uniforms/QuarterMaster	758.000	336	94.20
10/08/2021	COMER	1591-E**	MERS E-CHECK	Pension	718.000	336	50,756.11
10/15/2021	COMER	1592-A**	Corporate Payment Systems	Uniforms/QuarterMaster	758.000	336	24.00
Check COMER 1592(A) Total for Fund 207 Public Safety					812.000	336	1,603.43
							1,627.43
10/12/2021	COMER	1593-E**	DELTA DENTAL PLAN	Insurance	716.000	336	292.20
10/18/2021	COMER	1594-E**	DELTA DENTAL PLAN	Insurance	716.000	336	271.97
10/25/2021	COMER	1595-E**	DELTA DENTAL PLAN	Insurance	716.000	336	473.66
11/01/2021	COMER	1596-E**	DELTA DENTAL PLAN	Insurance	716.000	336	395.04
11/05/2021	COMER	1597-E**	MERS E-CHECK	Pension	718.000	336	33,541.20
Total For Dept: 336							281,323.83
Total For Fund: 207							639,803.16
Fund: 208 PARKS, RECREATION & SENIOR SERVICES FUND							
Dept: 000 General							
10/15/2021	COMER	143837	Ya Zhang	Other Programs	651.100	000	79.00
10/29/2021	COMER	144016	Janet Goode	Rental Revenue -External NCC	659.100	000	540.00
10/29/2021	COMER	144017	Sarah Asamao	Other Programs	651.100	000	60.00

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10/08/2021	COMER	1591-E**	MERS E-CHECK	MERS Pension Fund	231.001	000	84.14
11/05/2021	COMER	1597-E**	MERS E-CHECK	MERS Pension Fund	231.001	000	56.11
Total For Dept: 000							819.25
Dept: 691 Administration							
10/15/2021	COMER	143758**	Amazon Capital Services Inc	Data processing	812.000	691	106.69
10/15/2021	COMER	143767	CITY OF NORTHVILLE	Pension	718.000	691	300.00
10/15/2021	COMER	143786**	Health Equity	Professional Services	827.000	691	2.70
10/15/2021	COMER	143799**	KONICA MINOLTA	Equipment Maintenance	813.000	691	71.64
10/15/2021	COMER	143853**	BITTER GIS	Data processing	812.000	691	151.00
10/15/2021	COMER	143862**	US SIGNAL	Data processing	812.000	691	14.60
10/15/2021	COMER	143863**	Varipro Benefit Administrators	Professional Services	827.000	691	19.40
10/22/2021	COMER	143872**	Amazon Capital Services Inc	Data processing	812.000	691	18.92
10/22/2021	COMER	143890**	EPIC GRAPHICS LLC	PRINTING AND PUBLISHING	900.000	691	55.00
10/22/2021	COMER	143899#	OFFICE DEPOT	Operating/Office Supplies	740.000	691	63.82
10/29/2021	COMER	143932**	Amazon Capital Services Inc	Data processing	812.000	691	59.40
10/29/2021	COMER	143934**	AT&T	Telephone	851.000	691	744.09
10/29/2021	COMER	143963**	Freshworks Inc.	Data processing	812.000	691	315.43
10/29/2021	COMER	143987**	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	691	8.55
10/29/2021	COMER	143989**	OFFICE DEPOT	Operating/Office Supplies	740.000	691	16.46
10/29/2021	COMER	144031#	VERIZON WIRELESS	Telephone	851.000	691	99.82
11/05/2021	COMER	144055**	CDW GOVERNMENT INC	Data processing	812.000	691	72.60
11/05/2021	COMER	144080**	ALLERUS FINANCIAL	Pension - defined contribution	718.200	691	871.54
11/05/2021	COMER	144086**	OFFICE DEPOT	Operating/Office Supplies	740.000	691	11.30
11/05/2021	COMER	144100**	BITTER GIS	Data processing	812.000	691	151.00
11/05/2021	COMER	144107**	STANDARD INSURANCE	Insurance	716.000	691	28.93
11/05/2021	COMER	144112**	US SIGNAL	Data processing	812.000	691	14.60
10/15/2021	COMER	1592-A**	Corporate Payment Systems	Operating/Office Supplies	740.000	691	60.00
☒ Check COMER 1592(A) Total for Fund 208 PARKS, RECREATION & SENIOR SERVICES FUND							37.44
							97.44
10/12/2021	COMER	1593-E**	DELTA DENTAL PLAN	Insurance	716.000	691	9.43
10/18/2021	COMER	1594-E**	DELTA DENTAL PLAN	Insurance	716.000	691	8.77
10/25/2021	COMER	1595-E**	DELTA DENTAL PLAN	Insurance	716.000	691	15.28
11/01/2021	COMER	1596-E**	DELTA DENTAL PLAN	Insurance	716.000	691	12.74
Total For Dept: 691							3,341.15

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Dept: 693 Recreation							
10/15/2021	COMER	143758*	Amazon Capital Services Inc	Other Program Activities	962.100	693	37.94
				Youth Basketball	962.002	693	768.20
				Adult Volleyball	962.010	693	29.99
							836.13
Ⓜcheck COMER 143758 Total for Fund 208 PARKS, RECREATION & SENIOR SERVICES FUND							
10/15/2021	COMER	143779	Susanne Dudzik De Young	PRINTING AND PUBLISHING	900.000	693	1,080.00
10/15/2021	COMER	143796	Susan L. Jostes	Youth Volleyball	962.011	693	472.50
10/15/2021	COMER	143801	David Lesmeister	Youth Basketball	962.002	693	800.00
10/22/2021	COMER	143881	CITY OF NORTHVILLE	Promotion	880.002	693	100.00
10/22/2021	COMER	143892**	HEALTH ALLIANCE PLAN	Insurance	716.000	693	2,090.54
10/29/2021	COMER	143930	ANN ARBOR SPORT FENCING CLUB	Other Program Activities	962.100	693	240.00
10/29/2021	COMER	143971	Jump-A-Rama Inc	Other Program Activities	962.100	693	2,036.11
10/29/2021	COMER	143987**	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	693	17.09
10/29/2021	COMER	144037	Wildwind Equestrian Center Inc	Other Program Activities	962.100	693	1,827.00
11/05/2021	COMER	144045	AMERICAN RED CROSS	Other Program Activities	962.100	693	1,321.00
11/05/2021	COMER	144075#	MARIE LAMANES	Other Program Activities	962.100	693	452.20
11/05/2021	COMER	144080**	ALLERUS FINANCIAL	Pension - defined contribution	718.200	693	1,551.00
11/05/2021	COMER	144107**	STANDARD INSURANCE	Insurance	716.000	693	80.36
11/05/2021	COMER	144110	TGA of Southeast Michigan	Other Program Activities	962.100	693	1,944.00
10/15/2021	COMER	1592-A*#	Corporate Payment Systems	Promotion	880.002	693	549.69
				Adult Softball	962.003	693	592.16
							1,141.85
Ⓜcheck COMER 1592(A) Total for Fund 208 PARKS, RECREATION & SENIOR SERVICES FUND							
10/12/2021	COMER	1593-E*#	DELTA DENTAL PLAN	Insurance	716.000	693	18.85
10/18/2021	COMER	1594-E*#	DELTA DENTAL PLAN	Insurance	716.000	693	17.55
10/25/2021	COMER	1595-E*#	DELTA DENTAL PLAN	Insurance	716.000	693	30.56
11/01/2021	COMER	1596-E*#	DELTA DENTAL PLAN	Insurance	716.000	693	25.49
							16,082.23
Total For Dept: 693							
Dept: 695 Senior Services							
10/15/2021	COMER	143761	Jason Bailey	Senior Events/Programs	962.550	695	450.00
10/15/2021	COMER	143763	Ann Brauchler	Health & Wellness	962.551	695	276.00
10/15/2021	COMER	143776	Kelly Kilkenny Dragon	Health & Wellness	962.551	695	125.00
10/15/2021	COMER	143814	TOULLA TSANGARIS PALAZETI	Health & Wellness	962.551	695	80.00
10/15/2021	COMER	143854	Sarah Romero	Health & Wellness	962.551	695	86.00
10/15/2021	COMER	143856	Seize the Day Yoga LLC	Health & Wellness	962.551	695	392.00
10/22/2021	COMER	143874**	Ascension Michigan at Work	Professional Services	827.000	695	278.00
10/22/2021	COMER	143878	CANTON CANOPIES	Senior Events/Programs	962.550	695	300.50
10/22/2021	COMER	143892**	HEALTH ALLIANCE PLAN	Insurance	716.000	695	603.04

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10/22/2021	COMER	143896	Stephanie McNeels	Senior Events/Programs	962.550	695	31.94
10/29/2021	COMER	143932*#	Amazon Capital Services Inc	Equipment	977.000	695	1,311.40
10/29/2021	COMER	143942	CANTON CANOPIES	Senior Events/Programs	962.550	695	140.00
10/29/2021	COMER	143960	EPIC GRAPHICS LLC	Senior Events/Programs	962.550	695	408.00
10/29/2021	COMER	143987*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	695	4.73
10/29/2021	COMER	143989*#	OFFICE DEPOT	Operating/Office Supplies	740.000	695	112.15
10/29/2021	COMER	144020*#	RKA PETROLEUM COS. INC.	Senior Transportation	962.557	695	655.30
10/29/2021	COMER	144031#	VERIZON WIRELESS	Senior Transportation	962.557	695	3.36
11/05/2021	COMER	144051	Melisa Burnham	Senior Events/Programs	962.550	695	791.79
11/05/2021	COMER	144053	CANTON CANOPIES	Senior Events/Programs	962.550	695	215.50
11/05/2021	COMER	144057	CROZIER ROBERT	Senior Events/Programs	962.550	695	175.00
11/05/2021	COMER	144075#	MARIE LAMANES	Health & Wellness	962.551	695	404.18
11/05/2021	COMER	144079	Stephanie McNeels	Senior Events/Programs	962.550	695	280.16
11/05/2021	COMER	144080*#	ALLERUS FINANCIAL	Pension - defined contribution	718.200	695	457.56
11/05/2021	COMER	144086*#	OFFICE DEPOT	Operating/Office Supplies	740.000	695	22.39
11/05/2021	COMER	144102	Sarah Romero	Health & Wellness	962.551	695	86.00
11/05/2021	COMER	144107*#	STANDARD INSURANCE	Insurance	716.000	695	18.97
10/15/2021	COMER	1592-A*#	Corporate Payment Systems	Senior Events/Programs	962.550	695	8.47
10/12/2021	COMER	1593-E*#	DELTA DENTAL PLAN	Insurance	716.000	695	9.43
10/18/2021	COMER	1594-E*#	DELTA DENTAL PLAN	Insurance	716.000	695	8.77
10/25/2021	COMER	1595-E*#	DELTA DENTAL PLAN	Insurance	716.000	695	15.28
11/01/2021	COMER	1596-E*#	DELTA DENTAL PLAN	Insurance	716.000	695	12.74
Total For Dept: 695							7,763.66
Dept: 717 Parks Maintenance							
10/15/2021	COMER	143777*#	DTE ENERGY	Utilities	941.000	717	2,203.99
10/15/2021	COMER	143780	Fox Turf Management LLC	Grounds maintenance	811.800	717	8,675.01
10/15/2021	COMER	143784	Handy Dan Novi LLC	Building Maintenance	811.000	717	2,238.45
10/15/2021	COMER	143800	KSS ENTERPRISES	Operating/Office Supplies	740.000	717	268.80
10/15/2021	COMER	143869	Zero Waste USA	Operating/Office Supplies	740.000	717	1,134.62
10/22/2021	COMER	143886*#	CONSUMERS ENERGY	Utilities	941.000	717	15.00
10/22/2021	COMER	143892*#	HEALTH ALLIANCE PLAN	Insurance	716.000	717	1,125.71
10/22/2021	COMER	143894	JOHN'S SANITATION INC.	Utilities	941.000	717	100.00
10/22/2021	COMER	143900	O'GUINNS LAWN & LANDSCAPING	Grounds maintenance	811.800	717	15,090.60
10/22/2021	COMER	143922*#	NORTHVILLE TOWNSHIP	Utilities	941.000	717	744.04
10/22/2021	COMER	143924	VERIZON WIRELESS	Telephone	851.000	717	50.04
10/29/2021	COMER	143947#	CITY OF NORTHVILLE	Utilities	941.000	717	2,315.67
10/29/2021	COMER	143955#	Detroit Chemical & Paper Supply Co	Operating/Office Supplies	740.000	717	320.24
10/29/2021	COMER	143958*#	DTE ENERGY	Utilities	941.000	717	410.24

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10/29/2021	COMER	143968*#	HOME DEPOT CREDIT SERVICES	Small tools & equipment	740.002	717	83.95
				Operating/Office Supplies	740.000	717	261.31
							345.26
☐check COMER 143968 Total for Fund 208 PARKS, RECREATION & SENIOR SERVICES FUND							
10/29/2021	COMER	143985	NAPA Auto Parts	Gas Vehicle Maintenance	741.000	717	185.97
10/29/2021	COMER	143987*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	717	9.46
10/29/2021	COMER	144020*#	RKA PETROLEUM COS. INC.	Gas Vehicle Maintenance	741.000	717	911.34
10/29/2021	COMER	144029	NORTHVILLE TOWNSHIP	Utilities	941.000	717	2,429.26
10/29/2021	COMER	144031#	VERIZON WIRELESS	Telephone	851.000	717	105.41
11/05/2021	COMER	144061*#	DTE ENERGY	Utilities	941.000	717	2,489.73
11/05/2021	COMER	144080*#	ALLERUS FINANCIAL	Pension - defined contribution	718.200	717	873.60
11/05/2021	COMER	144101*#	RKA PETROLEUM COS. INC.	Gas Vehicle Maintenance	741.000	717	923.84
11/05/2021	COMER	144107*#	STANDARD INSURANCE	Insurance	716.000	717	36.87
11/05/2021	COMER	144116	WEINGARTZ	Operating/Office Supplies	740.000	717	191.88
10/12/2021	COMER	1593-E*#	DELTA DENTAL PLAN	Insurance	716.000	717	18.85
10/18/2021	COMER	1594-E*#	DELTA DENTAL PLAN	Insurance	716.000	717	17.55
10/25/2021	COMER	1595-E*#	DELTA DENTAL PLAN	Insurance	716.000	717	30.56
11/01/2021	COMER	1596-E*#	DELTA DENTAL PLAN	Insurance	716.000	717	25.49
							43,287.48
Total For Dept: 717							
Dept: 725 Community Center							
10/15/2021	COMER	143769	Conserva Electric Supply Inc.	Building Maintenance	811.000	725	78.75
10/15/2021	COMER	143777*#	DTE ENERGY	Utilities	941.000	725	3,674.69
10/15/2021	COMER	143811	Northville Garden Club	Building Maintenance	811.000	725	390.00
10/22/2021	COMER	143884	COMCAST CABLE	Cable Wi-Fi & TV	832.000	725	98.58
10/22/2021	COMER	143886*#	CONSUMERS ENERGY	Utilities	941.000	725	659.09
10/22/2021	COMER	143899#	OFFICE DEPOT	Operating/Office Supplies	740.000	725	23.99
10/22/2021	COMER	143919*#	ROSE PEST SOLUTIONS	Building Maintenance	811.000	725	48.00
10/29/2021	COMER	143947#	CITY OF NORTHVILLE	Utilities	941.000	725	276.81
10/29/2021	COMER	143955#	Detroit Chemical & Paper Supply Co	Operating/Office Supplies	740.000	725	1,000.00
10/29/2021	COMER	143957*#	DOWNRIVER REFRIGERATION SUPPLY CO	Building Maintenance	811.000	725	263.49
10/29/2021	COMER	143968*#	HOME DEPOT CREDIT SERVICES	Equipment Maintenance	811.000	725	190.94
10/29/2021	COMER	143974	KONICA MINOLTA	Equipment Maintenance	813.000	725	41.62
10/29/2021	COMER	144031#	VERIZON WIRELESS	Telephone	851.000	725	0.33
11/05/2021	COMER	144060	DOWNRIVER REFRIGERATION SUPPLY CO	Building Maintenance	811.000	725	72.03
11/05/2021	COMER	144072*#	H.V. BURTON COMPANY	Building Maintenance	811.000	725	95.00
							6,913.32
Total For Dept: 725							
Dept: 730 Hillside							
10/29/2021	COMER	143968*#	HOME DEPOT CREDIT SERVICES	Operating/Office Supplies	740.000	730	27.54
10/29/2021	COMER	144023	Schelde Sports North America	Operating/Office Supplies	740.000	730	23.00

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10/29/2021	COMER	144031#	VERIZON WIRELESS	Telephone	851.000	730	0.48
Total For Dept: 730							51.02
Dept: 815 NV Baseball/Softball							
11/05/2021	COMER	144090#	Pioneer Athletics	Allocated expenditures	939.208	815	46.50
Total For Dept: 815							46.50
Dept: 850 Northville Soccer Association							
10/15/2021	COMER	143817	Plymouth Trading Post Inc	Allocated expenditures	939.208	850	118.75
10/29/2021	COMER	144025	Siteone Landscape Supply LLC	Allocated expenditures	939.208	850	209.60
11/05/2021	COMER	144090#	Pioneer Athletics	Allocated expenditures	939.208	850	2,059.50
Total For Dept: 850							2,387.85
Total For Fund: 208							80,692.46
Fund: 217 Youth Assistance							
Dept: 168 Youth Assistance							
10/15/2021	COMER	143864*#	VERIZON WIRELESS	Telephone	851.000	168	30.48
10/22/2021	COMER	143893	Jessica Harris	Youth Assistance Programs	818.005	168	56.50
10/22/2021	COMER	143901	KATHRYN A OLEX	Youth Assistance Programs	818.005	168	200.00
Total For Dept: 168							20.49
Total For Fund: 168							87.00
Total For Fund: 168							107.49
Check COMER 143904 Total for Fund 217 Youth Assistance							
10/22/2021	COMER	143926	CORTNEE WHITE	Youth Assistance Programs	818.005	168	100.00
11/05/2021	COMER	144067	Jessica Harris	Youth Assistance Programs	818.005	168	290.95
11/05/2021	COMER	144069	HEALTHED TALKS	Youth Assistance Programs	818.005	168	100.00
11/05/2021	COMER	144103	JADE SCHNEIDER	Youth Assistance Programs	818.005	168	100.00
10/15/2021	COMER	1592-A*#	Corporate Payment Systems	Data processing	812.000	168	248.99
Total For Dept: 168							1,234.41
Total For Fund: 217							1,234.41
Fund: 225 Shared Services							
Dept: 690 Shared Services							
10/15/2021	COMER	143858	SPORTSFIELD SPECIALTIES INC	PARK DEVELOPMENT	818.002	690	750.00
10/29/2021	COMER	143945	CHET'S RENT-ALL	PARK DEVELOPMENT	818.002	690	543.99
10/29/2021	COMER	143953	CSI GEOTURF	PARK DEVELOPMENT	818.002	690	1,236.15

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
10/29/2021	COMER	143959	ELLSWORTH INDUSTRIES	PARK DEVELOPMENT	818.002	690	8,147.26
Total For Dept: 690							10,677.40
Total For Fund: 225							10,677.40
Fund: 401 CAPITAL PROJECTS							
Dept: 000 General							
10/15/2021	COMER	143775	DOEREN MAYHEW & CO PC	MITC Project	975.001	000	232.00
10/15/2021	COMER	143785	HARLESS & ASSOCIATES LLC	MITC Project	975.001	000	1,876.68
10/29/2021	COMER	143964**	G D ROBERTS COMPANY LLC	Public Safety Headquarters	974.005	000	120.00
Total For Dept: 000							840.00
Total For Fund: 401							1,080.00
Total For Fund: 2,040.00							2,040.00
Fund: 401 CAPITAL PROJECTS							
Dept: 000 General							
10/29/2021	COMER	143978	MCDOWELL & ASSOCIATES	Seven Mile Demolition Project	398.556	000	1,881.25
10/29/2021	COMER	143982	MITCRA	MITC Project	975.001	000	119.41
10/29/2021	COMER	144028	SUBURBAN CALCIUM CHLORIDE SALES INC	Road Dusting	977.004	000	1,250.00
11/05/2021	COMER	144063	Fleis & Vandenbrink	Public Safety Headquarters	974.005	000	11,897.50
11/05/2021	COMER	144066	HARLESS & ASSOCIATES LLC	MITC Project	975.001	000	2,118.98
Total For Dept: 000							21,415.82
Total For Fund: 401							21,415.82
Fund: 418 Tree Fund							
10/15/2021	COMER	143773	The Davey Tree Expert Company	Township Property Tree Planting	950.002	000	2,640.00
Total For Dept: 000							2,640.00
Total For Fund: 418							2,640.00
Fund: 592 Water and Sewer Fund							
10/15/2021	COMER	143852	PETRUSKA JIM	Water & Sewer Receipts	643.000	000	30.48
10/29/2021	COMER	143966	GRANITE INLINER LLC	Utility Systems Control Acct	153.000	000	50,967.50
10/29/2021	COMER	144015	JS Northville LLC	METER RENTALS & INSPECTIONS	645.000	000	465.14
10/29/2021	COMER	144018	TITLE PARTNERS LLC	Water & Sewer Receipts	643.000	000	114.44
11/05/2021	COMER	144059	D'ANGELO BROS INC.	Construction in Progress	160.005	000	20,501.79
10/08/2021	COMER	1591-E**	MERS E-CHECK	MERS Pension Fund	231.001	000	3,328.38
11/05/2021	COMER	1597-E**	MERS E-CHECK	MERS Pension Fund	231.001	000	2,304.48
Total For Dept: 000							77,712.21

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Dept: 536 Water & Sewer Department							
10/15/2021	COMER	143756*#	ACTION MAT AND TOWEL RENTAL	Building Maintenance	811.000	536	107.99
10/15/2021	COMER	143758*#	Amazon Capital Services Inc	Operating/Office Supplies	740.000	536	14.99
⊞check COMER 143758 Total for Fund 592 Water and Sewer Fund							3.20
							18.19
10/15/2021	COMER	143772	D'ANGELO BROS INC.	Water Serv. Intall. & Supplies	972.000	536	1,519.00
10/15/2021	COMER	143777*#	DYE ENERGY	Utilities	941.000	536	2,386.75
10/15/2021	COMER	143778*#	DU-ALL CLEANING IN	Building Maintenance	811.000	536	299.00
10/15/2021	COMER	143782	Great Lakes Water Authority	Water Service	922.000	536	602,895.89
10/15/2021	COMER	143786*#	Health Equity	Professional Services	827.000	536	10.80
10/15/2021	COMER	143789	HOME DEPOT CREDIT SERVICES	Operating/Office Supplies	740.000	536	53.76
							529.00
							119.67
							649.93
⊞check COMER 143789 Total for Fund 592 Water and Sewer Fund							1,352.36
10/15/2021	COMER	143790	HydroCorp	Professional Services	827.000	536	7,701.00
10/15/2021	COMER	143798	KENNEDY INDUSTRIES INC.	Sewer System Maint.	924.000	536	2,630.50
10/15/2021	COMER	143808*#	MICHIGAN MUNICIPAL RISK	Insurances	910.000	536	16,157.37
10/15/2021	COMER	143812*#	OFFICE DEPOT	Operating/Office Supplies	740.000	536	105.38
10/15/2021	COMER	143816*#	PLYMOUTH RUBBER & TRANSMISSION	Water Serv. Intall. & Supplies	972.000	536	264.00
10/15/2021	COMER	143819*#	QUALITY FIRST AID & SAFETY INC.	Building Maintenance	811.000	536	380.00
10/15/2021	COMER	143853*#	RITTER GIS	Data processing	812.000	536	1,661.00
10/15/2021	COMER	143857	Siteone Landscape Supply LLC	Water Serv. Intall. & Supplies	972.000	536	4,688.30
10/15/2021	COMER	143861	USA BLUEBOOK	Water Serv. Intall. & Supplies	972.000	536	76.74
10/15/2021	COMER	143862**#	US SIGNAL	Data processing	812.000	536	10.64
10/15/2021	COMER	143863**#	Varipro Benefit Administrators	Professional Services	827.000	536	32.20
10/15/2021	COMER	143864**#	VERIZON WIRELESS	Telephone	851.000	536	607.52
10/15/2021	COMER	143868**#	GRAINGER INC.	Building Maintenance	811.000	536	41.13
⊞check COMER 143868 Total for Fund 592 Water and Sewer Fund							201.00
							242.13
10/22/2021	COMER	143871*#	ALTECH DOORS LLC	Grounds maintenance	811.800	536	298.13
10/22/2021	COMER	143872**#	Amazon Capital Services Inc	Data processing	812.000	536	13.79
10/22/2021	COMER	143882**#	COCHRANE SUPPLY	Building Maintenance	811.000	536	25.40
10/22/2021	COMER	143883**#	Columbia Pipe & Supply Co	Building Maintenance	811.000	536	68.11

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10/22/2021	COMER	143885*#	Conserva Electric Supply Inc.	Building Maintenance	811.000	536	159.26
10/22/2021	COMER	143886*#	CONSUMERS ENERGY	Utilities	941.000	536	511.47
10/22/2021	COMER	143889*#	DTE ENERGY	Utilities	941.000	536	400.33
10/22/2021	COMER	143892*#	HEALTH ALLIANCE PLAN	Insurance	716.000	536	17,721.45
10/22/2021	COMER	143895*#	KONICA MINOLTA	Equipment Maintenance	813.000	536	107.44
10/22/2021	COMER	143902	PARAGON LABORATORIES	Water Serv. Intall. & Supplies	972.000	536	76.00
10/22/2021	COMER	143919*#	ROSE PEST SOLUTIONS	Building Maintenance	811.000	536	56.00
10/22/2021	COMER	143922*#	NORTHVILLE TOWNSHIP	Utilities	941.000	536	2,372.16
10/22/2021	COMER	143925*#	WEBER JANITORIAL SUPPLIES	Building Maintenance	811.000	536	68.96
10/22/2021	COMER	143929	WTUA	Sewage Disposal	921.000	536	344,006.27
10/29/2021	COMER	143932*#	Amazon Capital Services Inc	Data processing	812.000	536	43.27
10/29/2021	COMER	143934*#	AT&T	Telephone	851.000	536	584.75
10/29/2021	COMER	143935*#	AT&T	Telephone	851.000	536	39.85
10/29/2021	COMER	143936	AT&T	Cable Wi-Fi & TV	832.000	536	156.54
10/29/2021	COMER	143944	CGS SAFETY TRAINING INC	Training	957.000	536	980.00
10/29/2021	COMER	143946	CINTAS CORPORATION	Uniforms/QuarterMaster	758.000	536	830.88
10/29/2021	COMER	143948*#	Clear Rate Communications Inc	Telephone	851.000	536	130.81
10/29/2021	COMER	143954	D'ANGELO BROS INC.	Water Serv. Intall. & Supplies	972.000	536	8,200.00
10/29/2021	COMER	143958*#	DTE ENERGY	Utilities	941.000	536	960.41
10/29/2021	COMER	143961	ETNA SUPPLY COMPANY	Meter Purchases/Supplies	936.000	536	143.00
10/29/2021	COMER	143963*#	Freshworks Inc.	Data processing	812.000	536	229.79
10/29/2021	COMER	143968*#	HOME DEPOT CREDIT SERVICES	Building Maintenance	811.000	536	9.77
10/29/2021	COMER	143976*#	LIGHTING SUPPLY CO	Building Maintenance	811.000	536	105.63
10/29/2021	COMER	143986*#	NORTHVILLE EXPRESS LUBE LLC	Gas Vehicle Maintenance	741.000	536	74.74
10/29/2021	COMER	143987*#	NATIONAL VISION ADMINISTRATORS	Insurance	716.000	536	142.55
10/29/2021	COMER	143989*#	OFFICE DEPOT	Operating/Office Supplies	740.000	536	10.89
10/29/2021	COMER	143990*#	O'GUINNS LAWN & LANDSCAPING	Grounds maintenance	811.800	536	2,223.40
10/29/2021	COMER	143992*#	US Postal Service-Postage by Phone	Postage	730.000	536	400.00
10/29/2021	COMER	144020*#	RKA PETROLEUM COS. INC.	Gas Vehicle Maintenance	741.000	536	1,772.96
10/29/2021	COMER	144032	Brenden Villalobos	Literature Dues and Seminars	958.000	536	1,139.47
10/29/2021	COMER	144036	WHITLOCK BUSINESS SYSTEMS INC	PRINTING AND PUBLISHING	900.000	536	622.90
⊞check COMER 144036 Total for Fund 592 Water and Sewer Fund							3,204.75
11/05/2021	COMER	144043*#	Amazon Capital Services Inc	Building Maintenance	811.000	536	(71.51)
⊞check COMER 144043 Total for Fund 592 Water and Sewer Fund							436.96
11/05/2021	COMER	144050	BLACKWELL FORD INC	Gas Vehicle Maintenance	741.000	536	36.58
⊞check COMER 144050 Total for Fund 592 Water and Sewer Fund							402.03
11/05/2021	COMER	144050	BLACKWELL FORD INC	Gas Vehicle Maintenance	741.000	536	5,613.64

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11/05/2021	COMER	144055*#	CDW GOVERNMENT INC	Data processing	812.000	536	52.89
11/05/2021	COMER	144056*#	COCHRANE SUPPLY	Building Maintenance	811.000	536	8.30
11/05/2021	COMER	144058*#	CUMMINS BRIDGEWAY LLC	Building Maintenance	811.000	536	673.82
11/05/2021	COMER	144061*#	DTE ENERGY	Utilities	941.000	536	2,368.56
11/05/2021	COMER	144064	Great Lakes Water Authority	Water Service	922.000	536	550,812.20
11/05/2021	COMER	144068*#	HEALEY FIRE PROTECTION INC	Equipment Maintenance	813.000	536	1,267.00
11/05/2021	COMER	144072*#	H.V. BURTON COMPANY	Building Maintenance	811.000	536	40.00
11/05/2021	COMER	144073*#	International Radiant	Equipment Maintenance	813.000	536	153.00
11/05/2021	COMER	144074	JOE'S TRAILER MANUFACTURING	Equipment Maintenance	813.000	536	697.96
11/05/2021	COMER	144076	LIBERTY PLUMBING SUPPLY COMPANY	Building Maintenance	811.000	536	12.83
11/05/2021	COMER	144077	MARK'S OUTDOOR POWER EQUIP.	Water Serv. Intall. & Supplies	972.000	536	564.95
11/05/2021	COMER	144080*#	ALLERUS FINANCIAL	Pension - defined contribution	718.200	536	1,088.01
11/05/2021	COMER	144084	NORTHVILLE LOCKSMITH	Operating/Office Supplies	740.000	536	600.00
11/05/2021	COMER	144087	OHIM ENGINEERING ADVISORS	Professional Services	827.000	536	12,933.00
11/05/2021	COMER	144088	PARAGON LABORATORIES	Water Serv. Intall. & Supplies	972.000	536	184.00
11/05/2021	COMER	144091	PLYMOUTH RUBBER & TRANSMISSION	Building Maintenance	811.000	536	90.44
11/05/2021	COMER	144100*#	RITTER GIS	Data processing	812.000	536	1,661.00
11/05/2021	COMER	144101*#	RKA PETROLEUM COS. INC.	Gas Vehicle Maintenance	741.000	536	1,372.56
11/05/2021	COMER	144105*#	SIGNATURE SERVICES	Grounds maintenance	811.800	536	1,088.40
11/05/2021	COMER	144106	Siteone Landscape Supply LLC	Water Serv. Intall. & Supplies	972.000	536	317.76
11/05/2021	COMER	144107*#	STANDARD INSURANCE	Insurance	716.000	536	529.90
11/05/2021	COMER	144109	STATE OF MICHIGAN	Professional Services	827.000	536	10,889.57
11/05/2021	COMER	144112*#	US SIGNAL	Data processing	812.000	536	10.64
11/05/2021	COMER	144120*#	GRAINGER INC.	Building Maintenance	811.000	536	23.32
10/08/2021	COMER	1591-E*#	MERS E-CHECK	Pension	718.000	536	12,139.37
10/15/2021	COMER	1592-A*#	Corporate Payment Systems	Data processing	812.000	536	17.20
@heck COMER 1592(A) Total for Fund 592 Water and Sewer Fund							979.80
							997.00
10/12/2021	COMER	1593-E*#	DELTA DENTAL PLAN	Insurance	716.000	536	122.53
10/18/2021	COMER	1594-E*#	DELTA DENTAL PLAN	Insurance	716.000	536	114.05
10/25/2021	COMER	1595-E*#	DELTA DENTAL PLAN	Insurance	716.000	536	198.63
11/01/2021	COMER	1596-E*#	DELTA DENTAL PLAN	Insurance	716.000	536	165.66
11/05/2021	COMER	1597-E*#	MERS E-CHECK	Pension	718.000	536	9,895.07
Total For Dept: 536							1,647,503.08
Total For Fund: 592							1,725,215.29

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Fund: 702 Escrow Fund							
Dept: 000 General							
10/15/2021	COMER	143821	Ruddy Jamie Christen	B120-0339 - PB20-0803	292.007	000	500.00
10/15/2021	COMER	143822	Filangi Patrick - Tracy	B121-0230 - PB21-0858	292.007	000	500.00
10/15/2021	COMER	143823	Straz Construction	B121-0269 - PB21-0981	292.007	000	500.00
10/15/2021	COMER	143824	Young Ko Min Shin Taeyoung	B121-0272 - PB21-0996	292.007	000	500.00
10/15/2021	COMER	143825*	Kyle Builders Inc	B121-0168 - PB21-0579	292.007	000	500.00
10/15/2021	COMER	143826	Kidwai Soobia-Ahmad Nadeem	B121-0145 - PB21-0471	292.007	000	500.00
10/15/2021	COMER	143827	JMC Landscaping	B120-0315 - PB20-0736	292.007	000	500.00
10/15/2021	COMER	143828	W4 Signs	B121-0154 - PSN21-0007	292.007	000	500.00
10/15/2021	COMER	143830	Ascroft Brandon	B121-0119 - PB21-0376	292.007	000	500.00
10/15/2021	COMER	143831	GEMINI CONSTRUCTION	B121-0288 - PB21-1056	292.007	000	500.00
10/15/2021	COMER	143832	Simply Decks LLC	B121-0212 - PB21-0762	292.007	000	500.00
10/15/2021	COMER	143833	Restore-A-Deck LLC	B121-0205 - PB21-0736	292.007	000	500.00
10/15/2021	COMER	143834	Jamaican Pool	B120-0268 - PB20-0616	292.007	000	500.00
10/15/2021	COMER	143835	ALLIED SIGNS INC	B121-0256 - PSN21-0012	292.007	000	500.00
10/15/2021	COMER	143836	C & L Ward Bros	B121-0159 - PB21-0546	292.007	000	500.00
10/22/2021	COMER	143905	PROGRESSIVE AE	TERE21-0001 - PSU21-0001	262.701	000	355.00
10/22/2021	COMER	143907	D.A. Alexander & Co. Inc.	B121-0281 - PB21-1014	292.007	000	500.00
10/22/2021	COMER	143908	Ramanan R. And Rajeev N.	B121-0217 - PB21-0794	292.007	000	500.00
10/22/2021	COMER	143909	Ankam Ramesh & Sujatha	B121-0084 - PB21-0267	292.007	000	500.00
10/22/2021	COMER	143910	Hometown Builder LLC	B121-0206 - PB21-0737	292.007	000	500.00
10/22/2021	COMER	143911	Finished Basements Plus	B121-0179 - PB21-0605	292.007	000	500.00
10/22/2021	COMER	143913	Rooted Construction Co.	B121-0197 - PB21-0699	292.007	000	500.00
10/22/2021	COMER	143914	Lamanen Construction LLC	B120-0155 - PB20-0290	292.007	000	500.00
10/22/2021	COMER	143915	WOODCRAFT DESIGN & BUILD	B120-0310 - PB20-0728	292.007	000	500.00
10/22/2021	COMER	143916	Jamaican Pool	B120-0133 - PB20-0246	292.007	000	500.00
10/22/2021	COMER	143917	Tuff Shed Inc	B121-0185 - PB21-0645	292.007	000	500.00
10/22/2021	COMER	143928	WILLIAMS WILLIAMS RATTNER &	ARE21-0002 - PPUDA21-0001	262.701	000	500.64
10/29/2021	COMER	143943*#	Carlisle Wortman Associates Inc	PCR16-0005-3 - PCR16-0005	262.701	000	792.50
10/29/2021	COMER	143997	Pesci-Maynard Emily - Dennis	B121-0120 - PB21-0378	292.007	000	500.00
10/29/2021	COMER	143998	Trautmann Matthew - Alise	B121-0290 - PB21-1061	292.007	000	500.00
10/29/2021	COMER	143999	Young Ko Min Shin Taeyoung	B121-0261 - PB21-0935	292.007	000	500.00
10/29/2021	COMER	144000	Adaptive Building Solutions LLC	BD21-0003 - PDEMO21-0005	292.007	000	1,000.00
10/29/2021	COMER	144001	Miles Bradley Building & Remodelling Inc.	B121-0053 - PB21-0130	292.007	000	500.00
10/29/2021	COMER	144002	Campos Landscaping Inc	B121-0208 - PB21-0740	292.007	000	500.00
10/29/2021	COMER	144003	RCI Electric Co	B121-0164 - PB21-0573	292.007	000	500.00
10/29/2021	COMER	144004	Bohr Justin - Chelsea	B121-0134 - PB21-0414	292.007	000	500.00
10/29/2021	COMER	144005	ATB Builiding Inc	B120-0205 - PB20-0409	292.007	000	500.00
10/29/2021	COMER	144006	Choice Windows & Siding Inc.	B121-0325 - PB21-1159	292.007	000	500.00
10/29/2021	COMER	144007	The Adams Group Inc.	BD21-0001 - PDEMO21-0001	292.007	000	1,000.00

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10/29/2021	COMER	144008	ELEGANT ALUMINUM PRODUCTS	BIZ1-0303 - PB21-1110	292.007	000	500.00
10/29/2021	COMER	144009	Dagher Signs & Graphics	BIZ1-0051 - PSN21-0001	292.007	000	500.00
10/29/2021	COMER	144010	TOLL MI IV LIMITED PTNP Robert B Rawa	B119-0299 - PB19-0682	292.007	000	500.00
10/29/2021	COMER	144011	Restore-A-Deck LLC	BIZ1-0287 - PB21-1054	292.007	000	500.00
10/29/2021	COMER	144012	Lucchesi Inc Steven J	BD20-0010 - PDEMO20-0010	292.007	000	1,000.00
10/29/2021	COMER	144013	Timm Custom Construction Timm Brock	BIZ1-0260 - PB21-0934	292.007	000	500.00
10/29/2021	COMER	144014	ANTO GLASS BLOCK INC	BIZ0-0043 - PB20-0072	292.007	000	500.00
11/05/2021	COMER	144094	Huber Remodeling and Construction L	BIZ1-0332 - PB21-1179	292.007	000	500.00
11/05/2021	COMER	144095	Alamdari Ali-Jessica	B119-0420 - PB19-0969	292.007	000	500.00
11/05/2021	COMER	144096	Chadam's Professional Services LLC	BIZ0-0353 - PB20-0822	292.007	000	500.00
11/05/2021	COMER	144097	Foundation Systems of Michigan Inc. Genord Robert Alan	BIZ1-0245 - PB21-0902	292.007	000	500.00
11/05/2021	COMER	144098	Jamaican Pool	B119-0182 - PB19-0360	292.007	000	500.00
Ⓢheck COMER 144098 Total for Fund 702 Escrow Fund							500.00
							1,000.00
11/05/2021	COMER	144108	STANTEC CONSULTING MICHIGAN INC	LRE21-0004 - PSLU21-0001	262.701	000	300.00
Ⓢheck COMER 144108 Total for Fund 702 Escrow Fund							262.701
Total For Dept: 000							28,548.14
Total For Fund: 702							28,548.14
Fund: 703 Current Tax Fund							
10/15/2021	COMER	143838	CORELOGIC CENTRALIZED REFUNDS	Miscellaneous Overpayments	690.000	000	218,050.35
10/15/2021	COMER	143841	BELFRAME CHRISTIAN-KUGE MARIE	Miscellaneous Overpayments	690.000	000	817.43
10/15/2021	COMER	143842	BEST HOMES TITLE AGENCY LLC	Miscellaneous Overpayments	690.000	000	16.21
10/15/2021	COMER	143843	CAPITAL REAL ESTATE TAX SERV	Miscellaneous Overpayments	690.000	000	5,659.61
10/15/2021	COMER	143844	DUNHAM JEREMY-APRIL	Miscellaneous Overpayments	690.000	000	9,138.65
10/15/2021	COMER	143845	FIRST AMERICAN TITLE INSURANCE CO	Miscellaneous Overpayments	690.000	000	1,738.01
10/15/2021	COMER	143846	GUANTONG LI	Miscellaneous Overpayments	690.000	000	1,743.14
10/15/2021	COMER	143847	HOLANI NISHANT-AVANI	Miscellaneous Overpayments	690.000	000	960.85
10/15/2021	COMER	143848	HP FINANCIAL SERVICES	Miscellaneous Overpayments	690.000	000	1,663.64
10/15/2021	COMER	143849	MURRAY MICHAEL- TERRI	Miscellaneous Overpayments	690.000	000	48.24
10/15/2021	COMER	143850	SPICA KARRIE A.	Miscellaneous Overpayments	690.000	000	125.00
10/15/2021	COMER	143851	WEATHERFORD WILLIAM B	Miscellaneous Overpayments	690.000	000	960.85
Total For Dept: 000							240,921.98
Total For Fund: 703							240,921.98

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Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
Fund: 737 Other Post Employment Benefits Trust							
10/29/2021	COMER	143987*	NATIONAL VISION ADMINISTRATORS	Retiree HC - AFSCME W&S	716.001	000	17.10
				Retiree HC - AFSCME Clerical	716.002	000	30.38
				Retiree HC - COAM	716.003	000	115.85
				Retiree HC - POAM Officer	716.004	000	69.30
				Retiree HC - POAM Dispatch	716.005	000	4.73
				Retiree HC - IAFF	716.006	000	20.91
				Retiree HC - Non-Union Mgmt	716.007	000	109.15
				Retiree HC - Non-Union Bldg & Maint	716.008	000	8.55
							<u>375.97</u>
Ⓜcheck COMER 143987 Total for Fund 737 Other Post Employment Benefits Trust							
10/12/2021	COMER	1593-E*#	DELTA DENTAL PLAN	Retiree HC - AFSCME W&S	716.001	000	18.85
				Retiree HC - AFSCME Clerical	716.002	000	37.70
				Retiree HC - POAM Officer	716.003	000	122.53
				Retiree HC - POAM Officer	716.004	000	84.83
				Retiree HC - POAM Dispatch	716.005	000	9.43
				Retiree HC - IAFF	716.006	000	18.85
				Retiree HC - Non-Union Mgmt	716.007	000	141.38
				Retiree HC - Non-Union Bldg & Maint	716.008	000	18.85
							<u>452.42</u>
Ⓜcheck COMER 1593(E) Total for Fund 737 Other Post Employment Benefits Trust							
10/18/2021	COMER	1594-E*#	DELTA DENTAL PLAN	Retiree HC - AFSCME W&S	716.001	000	17.55
				Retiree HC - AFSCME Clerical	716.002	000	35.09
				Retiree HC - COAM	716.003	000	114.05
				Retiree HC - POAM Officer	716.004	000	78.96
				Retiree HC - POAM Dispatch	716.005	000	8.77
				Retiree HC - IAFF	716.006	000	17.55
				Retiree HC - Non-Union Mgmt	716.007	000	131.60
				Retiree HC - Non-Union Bldg & Maint	716.008	000	17.55
							<u>421.12</u>
Ⓜcheck COMER 1594(E) Total for Fund 737 Other Post Employment Benefits Trust							
10/25/2021	COMER	1595-E*#	DELTA DENTAL PLAN	Retiree HC - AFSCME W&S	716.001	000	30.56
				Retiree HC - AFSCME Clerical	716.002	000	61.12
				Retiree HC - COAM	716.003	000	198.63
				Retiree HC - POAM Officer	716.004	000	137.52
				Retiree HC - POAM Dispatch	716.005	000	15.28
				Retiree HC - IAFF	716.006	000	30.56

CHECK DISBURSEMENT REPORT FOR NORTHVILLE CHARTER TOWNSHIP
 CHECK DATE 10/02/2021 - 11/05/2021

Check Date	Bank Account	Check #	Payee	Description	Account	Dept	Amount
☐check COMER 1595(E) Total for Fund 737 Other Post Employment Benefits Trust							
11/01/2021	COMER	1596-E**#	DELTA DENTAL PLAN	Retiree HC - Non-Union Mgmt	716.007	000	229.19
				Retiree HC - Non-Union Bldg & Maint	716.008	000	30.56
							733.42
☐check COMER 1596(E) Total for Fund 737 Other Post Employment Benefits Trust							
				Retiree HC - AFSCME W&S	716.001	000	25.49
				Retiree HC - AFSCME Clerical	716.002	000	50.97
				Retiree HC - COAM	716.003	000	165.66
				Retiree HC - POAM Officer	716.004	000	114.69
				Retiree HC - POAM Dispatch	716.005	000	12.74
				Retiree HC - IAFF	716.006	000	25.49
				Retiree HC - Non-Union Mgmt	716.007	000	191.15
				Retiree HC - Non-Union Bldg & Maint	716.008	000	25.49
							611.68
							2,594.61
							2,594.61
							2,972,794.30

Total For Dept: 000

Total For Fund: 737

Report Total:

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