

AGENDA

**CHARTER TOWNSHIP OF BRIGHTON
BOARD OF TRUSTEES
4363 BUNO ROAD
BRIGHTON, MI 48114**

**FEBRUARY 1, 2016
REGULAR MEETING
7:00 P.M.
(810) 229.0560**

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL
- D. CALL TO THE PUBLIC
- E. CONSENT AGENDA
 - 1. Approval of Agenda
 - 2. Approval of Minutes
 - a. January 18, 2016 Regular Meeting Minutes
 - 3. Bills
 - a. February 1, 2016
- F. BUSINESS
 - 1. SECOND READING / PUBLIC HEARING – Proposed Revision/Amendment to General Code of Ordinances, Chapter 15, Extraction, Excavation, Removal and Fill
 - 2. ADOPTION OF PROPOSED CHANGES – Administrative Policy # 503, Building Use Policy, and Application Form
 - 3. APPROVAL OF CONTRACT – Building Cleaning and General Maintenance Services, Angel Cleaning Company LLC
 - 4. APPROVAL OF CONTRACT – Environmental Consulting Contract, AMEC Foster Wheeler Environment & Infrastructure, Inc.
 - 5. APPROVAL OF CONTRACT - I.T. Support Service Contract, I.T. Right
 - 6. ACCEPTANCE OF PROPOSAL – Dust Control, Michigan Chloride Sales, LLC
- G. REPORTS AND CORRESPONDENCE
 - REPORTS
 - 1. COMMITTEE LIAISONS AND BOARD MEMBERS
 - a. Livingston Community Water Authority Regular Meeting Minutes – December 16, 2015
 - b. Planning Commission Regular Meeting Minutes - October 12, 2015
 - c. Planning Commission Regular Meeting Minutes - December 14, 2015
 - 2. DEPARTMENTS
 - a. Treasurer’s Report – October, November, December 2015
 - 3. MANAGER
 - CORRESPONDENCE
None
- H. CALL TO THE PUBLIC
- I. ADJOURNMENT

Board Packets are available on our website: www.brightontwp.com. The Charter Township of Brighton will provide necessary reasonable auxiliary aids and services such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting. Individuals should contact the Charter Township of Brighton by writing or contacting: Township Manager, 4363 Buno Road, Brighton, Michigan 48114. Telephone: (810) 229.0550.

PROPOSED AGENDA

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MEMORANDUM

TO: BRIGHTON TOWNSHIP RESIDENTS
FROM: ANN M. BOLLIN, CLERK
SUBJECT: BOARD OF TRUSTEES ELECTRONIC BOARD PACKETS
DATE: JANUARY 26, 2015

Board packets for the Brighton Township Board of Trustees meetings posted to the website contain scanned original documents. These electronic packets are subject to change based on meeting material presented to the Board throughout the course of the meeting. For a complete original packet following the Board meeting contact the Clerk's Office at 810-229-0560 or via email: clerk@brightontwp.com

DID
C to P #1

69. In particular, the City may not disguise a tax as a fee under Article 9, Section 31 of the Michigan Constitution of 1963, which provides:

Units of Local Government are hereby prohibited from levying any tax not authorized by law or charter when this section is ratified or from increasing the rate of an existing tax above that rate authorized by law or charter when this section is ratified, without the approval of a majority of the qualified electors of that unit of Local Government voting thereon. [Const. 1963, art. 9, § 31.]

70. The Kuhn Facility Debt Charges and Stormwater Charges are disguised taxes and intended to avoid the obligations of the Headlee Amendment, including the requirement that the Kuhn Facility Debt Charges and the Stormwater Charges, as taxes, be approved by a majority of the electorate.

PROPOSED MINUTES

**CHARTER TOWNSHIP OF BRIGHTON
BOARD OF TRUSTEES
4363 BUNO ROAD
BRIGHTON, MI 48114**

**JANUARY 18, 2016
REGULAR MEETING
7:00 P.M.
(810) 229.0560**

Supervisor T. Murphy called the meeting to order at 7:02 P.M. The Pledge of Allegiance was said.
Present. T. Murphy, Supervisor; A. Bollin, Clerk; D. Hawk, Treasurer; C. Doughty, Trustee; P. Michel, Trustee;
M. Slaton, Trustee; L. Weaire, Trustee
Absent: None.

CALL TO THE PUBLIC

Frank Grapentien, 3148 Hideaway Beach – Sandila Estates was recently approved without sewers – should have sewers; General Fund should pay for the transmission; sewers give flexibility and preserve natural features.

Sam Raguso, 8425 Hilton Road – Polled the audience to see support of monies being spent on sewers instead of sidewalks of which many raised their hands; referenced April 2013 letter enforcing the 200' rule; why can't we get a complete assessment roll; status of FAQ's from 1/4/2016 meeting; Sandila Estates approval; petition with 200 signatures – why has it been denied; suggested freeze on expenditures.

Barb Potocki, 8420 Woodland Shore Drive – Township has \$43 million sewer bond; paid \$19,000 for REU; everyone should be paying the same amount - No discounts for new users. Looking for list of REU's with the total amount each has paid; why was there a 1999 memo requesting permission to burn records but no record of what was burned? Why were some subdivisions allowed out of sewer?

Jim Sarna, 8266 Woodland Shore Drive – Distributed 2 handouts; referenced original sewer costs and stated he thought original users have over paid.

Randall Lucas, 8434 Carol Drive – Thanked Homeowners Association; allotted his minutes to Jim Sarna.

Jim Sarna, 8266 Woodland Shore Drive – BTBT initiated petitions in 1999; spoke with Drain Commissioner regarding certain chapters in the Drain Code; referenced comments made at the January 11, 2016 Utilities Committee meeting.

Bob Potocki, 8420 Woodland Shore Drive – Recognized Commissioner Gary Childs; 5th meeting in 15 days – when is the Board going to respond; assessment roll has not been updated since 2000; Utilities Committee meeting minutes from 1997-2000 cannot be found; what happened to \$600,000 savings discussed at 1/11/2016 Utilities Committee meeting by D. Terns and K. Palka?

Robert Meyers, 2680 Tim Ave – Allotted his minutes to Bob Potocki.

Bob Potocki, 8420 Woodland Shore Drive – Association elected J. Sarna as president of their community; status of questions previously asked on process for wage increases. Suggested bringing in an outside auditor, begin refund process, freeze Township cash, release SAD roll, consider regional approach and referenced a handout on sewers.

Mike Palmer, 10382 East Grand River Ave – Echoed previous comments; this is an election cycle; put taxpayer dollars towards sewers and spend money wisely; too many discounts being given on sewers; requested refund; taxpayers should be able to use the public buildings; referenced call for resignation and pay increases.

Keith Couch, 2916 Cady Drive – Allotted his minutes to Mike Palmer.

Mike Palmer, 10382 East Grand River Ave – Referenced 1/6/2016 letter from Manager Vick – Administrative Policy No. 209; sewer needs solution - regionalize the system, freeze spending, no rate increases.

Robert Stone, 8305 Donna Lou – Sewer system is a farce - users have overpaid; only half of the lakes are included. Board works for the public - upcoming election cycle. Public has a right to speak - we need solutions.

Cheryl Guard, 8334 Woodland Shore Drive – Allotted her minutes to Jim Sarna.

Jim Sarna, 8266 Woodland Shore Drive – Clark Lake dropped out of sewer system; original numbers did not add up. Referenced County Health Department letter dated 1999; why did Ravines get exempt? Why didn't Dan Boss have to pay?

Skip Starbird, 8121 West Grand River Ave – Allotted his minutes to Mike Palmer.

Mike Palmer, 10382 East Grand River Ave – Referenced agenda items – forget police officers and put dollars towards the sewer; forget discounts for Deerfield Preserves Site Plan; don't spend money on sidewalks; fix the major problems; regionalize the sewer system.

Stan Lawrence, 3373 Oak Knoll Drive – People got your attention over their concerns for high sewer costs. Users did not ask for this large system – township needs to find a way to fund it.

Debbie Leicht, 3487 Hilton Estates Drive – Fought sewers initially but was forced on to the system; others were not; Township needs to find a way to fund the sewer.

William Bailey - Allotted his minutes to Mike Palmer.

Mike Palmer, 10382 East Grand River Ave – Referenced Sanitary Sewer ordinance changes regarding the 200' rule.

AGENDA

Discussion included clarification on payments to Livingston County Road Commission, ongoing service agreement, and clerical correction in January 4, 2016 meeting minutes.

A. Bollin moved and P. Michel seconded **to adopt the consent agenda with conditional approval for Check #'s 28105, 28124, 28129, 28149 based on receipt of communication and approval of the January 18, 2016 payables by BTBT and Check # 28138 upon clarification and correction and upon adding Agenda Item F.12. Discussion – Public Meeting and Status Update on Response to Sewer FAQ's.**

Motion carried.

PUBLIC HEARING AND ADOPTION OF RESOLUTION CONFIRMING THE ASSESSMENT ROLL – White Tail Run Road Maintenance SAD No. S-I-01-2016
Manager Vick provided an overview of the SAD process.

Public Hearing opened at 8:13 P.M.

Mike Palmer, 10382 East Grand River – Objects to SAD; Livingston County Road Commission has full responsibility for local roads.

No written comments were received.

Public Hearing closed at 8:15 P.M.

Supervisor Murphy clarified White Tail Run to be a private road. Discussion included assessments based on a per parcel vs. per property owner, residents initiated the SAD, purpose was for road maintenance and whether property owners have option to pay off up front for the five (5) year period: staff to follow up on the prepayment option.

L. Weaire moved and D. Hawk seconded **to adopt Resolution No. 16-001 approving the White Tail Run Road Maintenance Special Assessment District, confirming the special assessment roll for the White Tail Run Road Maintenance Special Assessment District, SAD No. S-I-01-2016.**

Ayes: L. Weaire, C. Doughty, M. Slaton, D. Hawk, A. Bollin, P. Michel, T. Murphy

Nays: None.
Motion carried.

FIRST READING – Proposed Revision/Amendment to General Code of Ordinances, Chapter 15, Soil Removal
K. Mathews, Township Planner, provided background information including currently allowed materials. Discussion included language clarification, resident concerns prompting amendment, new gravel pits filing a letter of credit, removing “other materials” from ordinance, who reclaims the site?, fill permit monitoring, and requirement for filing of end use plans.

C. Doughty moved and P. Michel seconded **to schedule the public hearing/second (2nd) reading for the proposed revisions to Chapter 15, Soil Removal, of the Code of Ordinances including the changes as discussed.**

Ayes: P. Michel, A. Bollin, D. Hawk, M. Slaton, C. Doughty, L. Weaire, T. Murphy

Nays: None.

Motion carried.

APPROVAL OF PRELIMINARY RESIDENTIAL SITE CONDOMINIUM SITE PLAN - Deerfield Preserve
K. Mathews, Township Planner, provided summary and historical background of the Deerfield Preserve Mixed Use Planned Development. Marshall Blau, Wil-Pro Development Company LLC, Applicant, presented an overview of the Deerfield Preserve residential development. Discussion included lot sizes, residential acreage, open space, meets R-2 district requirements, confirmation that the project would be under a single ownership as required, compromised drain per the LCDC letter, gravity sewer, updated studies, traffic studies, wetlands, expiration dates and zoning reversion, and the previous Planned Development Agreement. Jacob Rushlow, OHM Engineer, spoke briefly on traffic study and gravity sewer vs. pressure sewer and the recent study. Clarification was made that no work can begin until the Planned Development Agreement is approved.

L. Weaire moved and D. Hawk seconded **to accept the recommendation of the Planning Commission and approve the Preliminary Residential Site Condominium Site Plan for Deerfield Preserve conditioned upon an executed PDA agreement.**

Ayes: L. Weaire, M. Slaton, D. Hawk, P. Michel, T. Murphy

Nays: C. Doughty, A. Bollin

Motion carried.

DISCUSSION OF PLANNED DEVELOPMENT AGREEMENT – Deerfield Preserve

Manager Vick provided background on the expired Planned Development Agreement. Jacob Rushlow, OHM Engineer, reviewed his letter dated January 5, 2016 and summarized the design of the pump station and the cost effectiveness based on size and types of pumps. Discussion included location of pump station, types of pumps, size of the main, and meeting current ordinance requirements specifically quarterly charges for reserved REU’s per the Sanitary Sewer Ordinance. Modifications discussed included adding an easement for the pump station and for the developer to comply with all the terms of the current Sanitary Sewer Ordinance.

P. Michel moved and T. Murphy seconded **that the suggested modifications including language regarding a pump station easement and adherence to all Ordinances including the Sanitary Sewer Ordinance be made to the draft PDA and submitted to Wil-Pro for consideration.**

Motion carried.

APPOINTMENT - Planning Commission Liaison to the ZBA

P. Michel moved and M. Slaton seconded **to accept the recommendation of the Planning Commission and appoint Ron Doughty as the Planning Commission’s liaison to the Zoning Board of Appeals for a term expiring December 31, 2016.**

Motion carried.

ADOPTION OF BUDGET AMENDMENT # 6, Fiscal Year 2015-16

Manager Vick provided background of past discussions on staffing and additional resources for FOIA compliance and processing. Discussion included confirmation that the Clerk would continue to serve as the FOIA Coordinator and additional staff resources are not available through current staffing.

A. Bollin moved and C. Doughty seconded **to adopt Resolution No. 16-002, Budget Amendment # 6, FY' 2015-16, approving the transfer of funds within the Clerk's Department.**

Ayes: L. Weaire, C. Doughty, D. Hawk, A. Bollin, T. Murphy

Nays: M. Slaton, P. Michel

Motion carried.

Recessed at 10:30 P.M.

Returned at 10:40 P.M.

REVIEW AND ADOPTION OF PROPOSED CHANGES – Administrative Policy # 503, Building Use Policy, and Application Form

Manager summarized the proposed amendments to the current Building Use Policy and Application Form. Discussion included Township facilities, kitchen use, the application process vs. administrative process, use of equipment, currently no charge, building availability, township staff v. BAFA staff should be responsible for opening/closing of all township buildings, and suggestions for broadening the language to read “or designee” where applicable, and revising to read that four alternative dates will be identified with the adoption of the annual meeting schedule. It was clarified that Township facilities would include the Township Hall small conference room, board room and the room at the Community Center located at Fire Station No. 32 on Old US 23. Consensus was the Manager will revise the proposed policy based on the discussion and present for consideration.

APPROVAL OF HARDSHIP DEFERRALS - Sanitary Sewer Special Assessments

Manager Vick provided background of the Sanitary Sewer Special Assessment Hardship Deferrals.

L. Weaire moved and A. Bollin seconded **to approve the hardship deferral of the sanitary sewer special assessment for Parcel ID No's. 4712-18-303-090 and 4712-19-201-061 each in the amount of \$806.93.**

Ayes: P. Michel, A. Bollin, D. Hawk, M. Slaton, C. Doughty, L. Weaire, T. Murphy

Nays: None.

Motion carried.

DISCUSSION AND DIRECTION ON DRAFT AGREEMENT – Law Enforcement Services/Public Safety Presence

Manager Vick summarized the recent ALICE training attended by Township Department Heads, other community protocols, and presented a draft agreement that had been reviewed by the Township Attorney and insurance carrier. Discussion included description of services including meeting attendance, security, and status of other conversations to pursue joint police services. Discussion included alternative measures that could be taken including improved lighting (parking lots) and additional staff/board training. Consensus was to continue this discussion at a budget meeting.

ACCEPTANCE OF PROPOSALS – Building Cleaning and General Maintenance Services

Z. Dyba, Assistant to the Manager, summarized the Building Cleaning and General Maintenance Services proposals and reviewed the bid process including the posting through MITN (Michigan Inter-governmental Trading Network). Discussion included the addition of general maintenance to the proposal, removing Fire Station No. 32 from the bid (BAFA requested to contract cleaning services separately), references, were the company/individuals bonded (to be verified), need for quality control monitoring, posting requirements, entire building, assigned employees for cleaning v. maintenance, and staff recommendation to accept the proposal from Angel Cleaning Services. Additional discussion regarding what general maintenance tasks would be covered, clarification of the hourly charge per January 11, 2016 email and that a contract would be presented for approval at the next meeting once the proposal is accepted.

P. Michel moved and D. Hawk seconded **to accept the proposal for Building Cleaning at a rate of \$624 per month and General Maintenance Services at a rate of \$21 per hour from Angel Cleaning Services.**

Ayes: L. Weaire, C. Doughty, M. Slaton, D. Hawk, A. Bollin, P. Michel, T. Murphy

Nays: None.

Motion carried.

APPROVAL OF AGREEMENTS – 2016 Summer School Tax Collection for LESA, Howell Public Schools, Hartland Consolidated Schools and Brighton Area Schools
Treasurer Hawk provided overview including that the agreements are consistent with past years and that the Attorney had reviewed them.

L. Weaire moved and P. Michel seconded to **authorize the Clerk and Supervisor to sign the agreements for 2016 Summer Tax collection with the school districts, including LESA, Howell Public Schools, Hartland Consolidated Schools and Brighton Area Schools.**

Ayes: P. Michel, A. Bollin, D. Hawk, C. Doughty, L. Weaire, T. Murphy

Nays: M. Slaton

Motion carried.

DISCUSSION – PUBLIC MEETING AND STATUS UPDATE ON RESPONSE TO SEWER FAQ'S

Manager Vick provided overview of recent Utilities Committee and update on efforts to develop the response to the public's questions and frequently asked questions including review of records; third party review not taking place right now; some answers are ready but his approach is to provide a wholesale response which will take some additional time. Drain Commissioner is providing a historical look back and this information will be incorporated into the response. Efforts also include current fact finding and consolidating the information noting that some questions may not have answers if they were not documented. Discussion included process for rolling out the information including a joint meeting with the Utilities Committee and/or special meeting to present the responses to the general public. Also discussed if there was an opportunity to meet with former managers, discussion by Utilities Committee to eliminate the debt service charge, Utilities Committee has requested a special meeting, request for improved communication through the manager's office to residents and township board as the responses are put together, and reference to previous action plan. Manager's goal is to have a wholesale response that is accurate; expectation is that the FAQ responses will be completed within the next few weeks; consensus is accuracy is key and that a special meeting will be scheduled in late February to respond to the questions.

REPORTS AND CORRESPONDENCE

REPORTS

Brighton Area Fire Authority Regular Meeting Minutes – November 12, 2015

Brighton Area Fire Authority Special Meeting Minutes – December 2, 2015

Livingston Community Water Authority Regular Meeting Minutes – November 18, 2015

L. Weaire – BAFA update including approval of August 2016 millage increase language, upcoming awards ceremony and annual Soup Out.

C. Doughty – SELCRA audit completed; SELCRA plans to conduct business as usual until the end of JUA; Upcoming meeting on JUA; continued interest in skate park; basketball program a success with parents requesting another season be established; baseball enrollment is steady.

M. Slaton – Thanked K. Mathews, Township Planner, for recent Planning and Zoning seminar.

T. Murphy – Accepted an invitation to Legacy Sports Complex to discuss potential recreation opportunities.

DEPARTMENTS

Planning Commission 2015 Annual Report

Brighton Area Fire Authority Firestat Report – December 2015

Brighton Area Fire Authority Firestat Annual Report – 2015

MANAGER

None.

CALL TO THE PUBLIC

Bob Potocki, 8420 Woodland Shore Drive – Distributed and read aloud a handout previously distributed; assessment roll of \$43 million; charged \$19,700 per user (2300 users); charge everyone the same; discounts are illegal.

Mike Palmer, 10382 East Grand River Ave – Michigan State Police are next door; opposes contract; met with Manager Vick on November 4, 2015 and is waiting for responses to questions; solution is to pay the people back.

Sam Raguso, 8425 Hilton Road – Facts have been provided; fix the problems; people have the determination to vote BTBT out of office this election cycle.

Jim Sarna, 8266 Woodland Shore Drive – Spoke on Dan Boss development: single ownership required per ordinance. Archives and history shows tax bills at \$12,400; referenced handouts from first Call to the Public.

Barb Potocki, 8420 Woodland Shore Drive – People in the back struggle to hear the speakers: fix microphones. Utilities Committee doesn't meet often, concerned that one (1) member missed meeting. MSP next door, Township doesn't need to pay Livingston County Sheriff's Department. Why is the White Tail Run SAD having no interest and other SAD's have to pay interest?

T. Murphy clarified that the White Tail Run SAD is not being loaned money from the Township - no interest required.

ADJOURNMENT

P. Michel moved and D. Hawk seconded to adjourn. Motion carried.

The meeting adjourned at 12:42 A.M. on January 19, 2016.

Respectfully submitted,

Ann M. Bollin, CMC, CMMC, Clerk

Thomas E. Murphy, Supervisor

BRIGHTON TOWNSHIP

2/1/2016

ACCOUNTS PAYABLE

ACCOUNTS PAYABLE:

| | |
|--|-------------|
| GENERAL FUND | \$33,279.70 |
| LIQUOR LAW | \$10.42 |
| SEWER O & M | \$25,586.07 |
| PATHWAYS | \$17,327.00 |
| CONSTRUCTION ESCROW | \$6,924.00 |
| ESCROW LAKE TRUST/BRIGHTON TWSP | \$3,350.00 |
| ROAD MAINTENANCE- Parklawn, Donald Sturhburg | \$595.00 |
| STREETLIGHTS | \$1,398.70 |
| AQUATICS- OWL | \$14,630.40 |

TOTAL ACCOUNTS PAYABLE TO APPROVE

\$103,101.29

Approved conditions:

*Check # 28207 OHM
for addl. back up
information*

*AM
2/01/2016*

VENDOR APPROVAL SUMMARY REPORT
BOT 2-1-16

Date: 01/27/2016
Time: 4:50pm
Page: 1

CHARTER TOWNSHIP OF BRIGHTON

| Vendor Name | Vendor Number | Description | Check Amount | Hand Check Amount |
|--------------------------------|---------------|-------------------------------|--------------|-------------------|
| 1ST HEATING AND COOLING | 1ST HEATIN | AMANA HIGH EFFICIENCY FURNACE | 2,744.00 | 0.00 |
| BEARING HEADQUARTERS CO | BEARING HE | GRINDER PUMP PARTS | 549.80 | 0.00 |
| BRIGHTON ANALYTICAL INC | BRIGHTON A | COLLETT DUMP SAMPLE TESTING | 750.00 | 0.00 |
| BRIGHTON TOWNSHIP | BRIGHTON T | WINTER TAX- 4712-32-103-101 | 854.09 | 1,613.86 |
| CARTRIDGE WORLD- BRIGHTON | CARTRIDGE | TONER REFILLS | 53.96 | 0.00 |
| CHARTER ONE | CHARTER | AIRGAS CIRCUIT BOARD | 0.00 | 445.64 |
| COBB HALL INSURANCE | COBB HALL | OWL- DAMN INSURANCE 2016-2017 | 14,630.40 | 0.00 |
| JOHN COGLEY | COGLEY | ZBA/PC PER DIEM 1-14-16 | 80.00 | 0.00 |
| COMCAST | COMCAST | INTERNET | 0.00 | 221.90 |
| CONSUMERS ENERGY | CONSUMERS | UTILITIES | 1,154.75 | 0.00 |
| BRUCE & JULIE DIETZ | DIETZ/BRUC | JANUARY MSP RENT | 0.00 | 11,457.00 |
| JOHN DORSET | DORSET | ZBA/PC PER DIEM 1-14-16 | 80.00 | 0.00 |
| DTE | DTE | UTILITIES | 3,341.97 | 0.00 |
| DTE ENERGY | DTE ENERGY | STREETLIGHTS | 2,112.69 | 0.00 |
| DYKEMA GOSSETT PLLC | DYKEMA | LEGAL SERVICES | 1,424.00 | 0.00 |
| FONSON COMPANY, INC | FONSON | 9716 DORNOCH EXPLORATORY | 417.00 | 0.00 |
| FORESTRY SUPPLIERS, INC. | FORESTRY | 100" FT FIBERGLASS TAPE | 86.28 | 0.00 |
| FOSTER, SWIFT, COLLINS & SMITH | FOSTER | LEGAL SERVICES COLLETT DUMP | 134.00 | 0.00 |
| JOHN GIBBONS | GIBBONS | ZBA/PC PER DIEM 1-14-16 | 80.00 | 0.00 |
| FRANK GRAPENTIEN | GRAPEN | ZBA/PC PER DIEM 1-14-16 | 80.00 | 0.00 |
| GREAT LAKES ACE | ACE | SUPPLIES | 25.64 | 0.00 |
| GREEN OAK TOWNSHIP | GREEN OA | MAINTENANCE | 85.19 | 0.00 |
| GUARDIAN ALARM | GUARDIAN | SECURITY ALARM | 45.96 | 0.00 |
| HARTLAND SEPTIC INC | HARTLAND S | 3455 HILTON PT CT- PUMP/DUMP | 590.00 | 0.00 |
| STEVE HOLDEN | HOLDEN | ZBA/PC PER DIEM 1-14-16 | 100.00 | 0.00 |
| INFRASTRUCTURE ALTERNATIVES, | INFRASTRUC | DECEMBER EXTRA SERVICES | 3,008.00 | 0.00 |
| K B ROAD GRADING | K B | PARKLAWN SAD SNOW PLOWING | 595.00 | 0.00 |
| KERR PUMP AND SUPPLY | KERR PUMP | CENTRIFUGAL PUMP | 15,205.00 | 0.00 |
| KRIS' CLEANING SERVICE | KRIS' CLEA | CLEANING SERVICE | 840.00 | 0.00 |
| LEGALSHIELD | PRE-PAID L | IDENTITY THEFT INSURANCE | 64.75 | 0.00 |
| LINCOLN NATIONAL LIFE INS CO | LINCOLN | DISABILITY INSURANCE | 0.00 | 724.66 |
| LIVINGSTON COUNTY TREAS ASSOC | LIV CO TR | ANNUAL DUES- HAWK, BOWMAN | 20.00 | 0.00 |
| LIVINGSTON COUNTY TREASURER | LIV CTY TR | CHARGEBACKS | 386.95 | 0.00 |
| JAMES MCKEON | MCKEON | ZBA/PC PER DIEM 1-14-16 | 80.00 | 0.00 |
| METRO AIR COMPRESSORS | METRO AIR | REPAIR PISTON COMPRESSOR- | 488.36 | 0.00 |
| MI GOVERNMENT FINANCE OFFICERS | MGFOA | SPRING SEMINAR | 103.00 | 0.00 |
| MICHIGAN ELECTION RESOURCES | MICH ELECT | VOTER INFO BROCHURE- 1000 | 308.31 | 0.00 |
| CONSTANTINE MITSOPOULOS | MITSOPOULO | ZBA/PC PER DIEM 1-14-16 | 80.00 | 0.00 |
| CHARLES MORAN | MORAN | ZBA/PC PER DIEM 1-14-16 | 80.00 | 0.00 |
| ORCHARD, HILTZ & MCCLIMENT INC | OHM | LAKE TRUST CU- INSP | 34,079.75 | 0.00 |
| ORKIN | ORKIN | EXTERMINATOR | 78.43 | 0.00 |
| PAETEC | PAETEC | TELEPHONE | 682.21 | 0.00 |
| PRINTING SYSTEMS | PRINTING S | AV BALLOT RETURN ENVELOPES | 1,356.84 | 0.00 |
| QUILL CORPORATION | QUILL | SUPPLIES | 513.58 | 0.00 |
| REGISTER OF DEEDS | REGISTER | RECORD SEWER DEFERRAL | 40.00 | 0.00 |
| SCHIFKO DANIEL | SCHIFKO | ZBA/PC PER DIEM 1-14-16 | 80.00 | 0.00 |
| SHRED-IT USA LLC | SHRED-IT | DOCUMENT DESTRUCTION | 50.07 | 0.00 |
| STANDARD INSURANCE CO. | STANDARD I | LIFE INSURANCE | 267.97 | 0.00 |
| SAMUEL THEIS | THEIS/SAMU | ZBA/PC PER DIEM 1-14-16 | 80.00 | 0.00 |
| ULINE | ULINE | PLASTIC STORAGE BOXES | 314.52 | 0.00 |
| VALLEY CITY LINEN, INC | VALLEY | FLOOR MATS | 98.65 | 0.00 |
| WEX BANK | EXXON | FUEL | 0.00 | 36.36 |
| WHITLOCK BUSINESS SYSTEMS | WHITLOCK | PERSONAL PROPERTY STATEMENTS | 280.75 | 0.00 |
| Grand Total: | | | 88,601.87 | 14,499.42 |

INVOICE APPROVAL LIST BY FUND
BOT 2-1-16

Date: 01/27/2016
Time: 4:52pm
Page: 1

CHARTER TOWNSHIP OF BRIGHTON

| Fund | Department Account | GL Number Abbrev | Vendor Name Invoice Description | Check Number | Invoice Number | Due Date | Amount |
|------------------------------|--------------------|------------------|--|--------------|----------------|------------|------------------------------|
| Fund: GENERAL FUND | | | | | | | |
| Dept: | | | | | | | |
| | 101-000-084.336 | FROM FIRE | KRIS' CLEANING SERVICE CLEANING SERVICE | 0 | 804 | 02/01/2016 | 160.00 |
| | | | | | | | ----- |
| | | | | | | | Total |
| | | | | | | | 160.00 |
| Dept: LEGISLATIVE-TWSP BOARD | | | | | | | |
| | 101-101-717.000 | LIFE INS | STANDARD INSURANCE CO. LIFE INSURANCE | 0 | 43908 | 02/01/2016 | 15.33 |
| | 101-101-727.000 | SUPPLIES | QUILL CORPORATION SUPPLIES | 0 | 2428688 | 02/01/2016 | 40.59 |
| | 101-101-819.000 | ENG SVS O | ORCHARD, HILTZ & MCCLIMENT INC ENGINEERING SERVICES | 0 | 175756 | 02/01/2016 | 569.50 |
| | | | | | | | ----- |
| | | | | | | | Total LEGISLATIVE-TWSP BOARD |
| | | | | | | | 625.42 |
| Dept: SUPERVISOR | | | | | | | |
| | 101-171-717.000 | LIFE INS | STANDARD INSURANCE CO. LIFE INSURANCE | 0 | 43908 | 02/01/2016 | 5.38 |
| | | | | | | | ----- |
| | | | | | | | Total SUPERVISOR |
| | | | | | | | 5.38 |
| Dept: ADMINISTRATION-MANAGER | | | | | | | |
| | 101-172-717.000 | LIFE INS | STANDARD INSURANCE CO. LIFE INSURANCE | 0 | 43908 | 02/01/2016 | 55.90 |
| | 101-172-719.000 | DISABILITY | LINCOLN NATIONAL LIFE INS CO DISABILITY INSURANCE | 28163 | 43879 | 01/21/2016 | 191.41 |
| | 101-172-727.000 | SUPPLIES | QUILL CORPORATION SUPPLIES | 0 | 2183223 | 02/01/2016 | 9.99 |
| | | | | | | | ----- |
| | | | | | | | Total ADMINISTRATION-MANAGER |
| | | | | | | | 257.30 |
| Dept: ELECTIONS | | | | | | | |
| | 101-191-717.000 | LIFE INS | STANDARD INSURANCE CO. LIFE INSURANCE | 0 | 43908 | 02/01/2016 | 7.80 |
| | 101-191-719.000 | DISABILITY | LINCOLN NATIONAL LIFE INS CO DISABILITY INSURANCE | 28163 | 43879 | 01/21/2016 | 2.98 |
| | 101-191-727.000 | SUPPLIES | PRINTING SYSTEMS AV APPS, INSTRUCTION, ENVELOPES | 0 | 93606 | 02/01/2016 | 685.64 |
| | 101-191-727.000 | SUPPLIES | PRINTING SYSTEMS AV BALLOT OUTER ENV | 0 | 93341 | 02/01/2016 | 341.45 |
| | 101-191-727.000 | SUPPLIES | PRINTING SYSTEMS AV BALLOT RETURN ENVELOPES | 0 | 93313 | 02/01/2016 | 329.75 |
| | 101-191-727.000 | SUPPLIES | MICHIGAN ELECTION RESOURCES VOTER INFO BROCHURE- 1000 | 0 | 35136 | 02/01/2016 | 308.31 |
| | | | | | | | ----- |
| | | | | | | | Total ELECTIONS |
| | | | | | | | 1,675.93 |

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CHARTER TOWNSHIP OF BRIGHTON

| Fund | Department | GL Number | Vendor Name | Check | Invoice | Due | Amount |
|-----------------------------|------------|------------|--|--------|------------|------------|--------|
| Account | Account | Abbrev | Invoice Description | Number | Number | Date | |
| Fund: GENERAL FUND | | | | | | | |
| Dept: ASSESSOR | | | | | | | |
| 101-209-717.000 | | LIFE INS | STANDARD INSURANCE CO. LIFE INSURANCE | 0 | 43908 | 02/01/2016 | 51.60 |
| 101-209-719.000 | | DISABILITY | LINCOLN NATIONAL LIFE INS CO DISABILITY INSURANCE | 28163 | 43879 | 01/21/2016 | 204.55 |
| 101-209-727.000 | | SUPPLIES | QUILL CORPORATION SUPPLIES | 0 | 1951966 | 02/01/2016 | 5.49 |
| 101-209-727.000 | | SUPPLIES | FORESTRY SUPPLIERS, INC. 100" FT FIBERGLASS TAPE | 0 | 834952-00 | 02/01/2016 | 86.28 |
| 101-209-730.000 | | POSTAGE | WHITLOCK BUSINESS SYSTEMS POSTAGE PP STATEMENTS | 0 | 542273 | 02/01/2016 | 39.85 |
| 101-209-900.000 | | PRNT/PUBL | WHITLOCK BUSINESS SYSTEMS PERSONAL PROPERTY STATEMENTS | 0 | 542272 | 02/01/2016 | 240.90 |
| | | | | | | | ----- |
| Total ASSESSOR | | | | | | | 628.67 |
| Dept: TOWNSHIP CLERK | | | | | | | |
| 101-215-717.000 | | LIFE INS | STANDARD INSURANCE CO. LIFE INSURANCE | 0 | 43908 | 02/01/2016 | 62.08 |
| 101-215-719.000 | | DISABILITY | LINCOLN NATIONAL LIFE INS CO DISABILITY INSURANCE | 28163 | 43879 | 01/21/2016 | 134.72 |
| 101-215-727.000 | | SUPPLIES | ULINE PLASTIC STORAGE BOXES | 0 | 73505352 | 02/01/2016 | 157.56 |
| 101-215-727.000 | | SUPPLIES | ULINE PLASTIC STORAGE BOXES | 0 | 73612900 | 02/01/2016 | 156.96 |
| 101-215-727.000 | | SUPPLIES | QUILL CORPORATION SUPPLIES | 0 | 2428688 | 02/01/2016 | 273.96 |
| 101-215-826.200 | | RCD RETENT | SHRED-IT USA LLC DOCUMENT DESTRUCTION | 0 | 9409092661 | 02/01/2016 | 50.07 |
| 101-215-860.000 | | EDUCATION | MI GOVERNMENT FINANCE OFFICERS SPRING SEMINAR | 0 | 43941 | 02/01/2016 | 103.00 |
| | | | | | | | ----- |
| Total TOWNSHIP CLERK | | | | | | | 938.35 |
| Dept: TREASURER | | | | | | | |
| 101-253-717.000 | | LIFE INS | STANDARD INSURANCE CO. LIFE INSURANCE | 0 | 43908 | 02/01/2016 | 48.38 |
| 101-253-719.000 | | DISABILITY | LINCOLN NATIONAL LIFE INS CO DISABILITY INSURANCE | 28163 | 43879 | 01/21/2016 | 73.57 |
| 101-253-958.000 | | DUE | LIVINGSTON COUNTY TREAS ASSOC ANNUAL DUES- HAWK, BOWMAN | 0 | 43944 | 02/01/2016 | 20.00 |
| | | | | | | | ----- |
| Total TREASURER | | | | | | | 141.95 |
| Dept: TOWNSHIP HALL/GROUNDS | | | | | | | |

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CHARTER TOWNSHIP OF BRIGHTON

| Fund | Department | GL Number | Vendor Name | Check | Invoice | Due | Amount |
|--------------------------------|------------|------------|-----------------------------|--------|-----------|------------|----------|
| Account | Account | Abbrev | Invoice Description | Number | Number | Date | |
| Fund: GENERAL FUND | | | | | | | |
| Dept: TOWNSHIP HALL/GROUNDS | | | | | | | |
| 101-265-727.000 | | SUPPLIES | QUILL CORPORATION | 0 | | 02/01/2016 | 8.98 |
| | | | SUPPLIES | | 2213460 | | |
| 101-265-727.000 | | SUPPLIES | QUILL CORPORATION | 0 | | 02/01/2016 | 115.96 |
| | | | SUPPLIES | | 2428688 | | |
| 101-265-727.000 | | SUPPLIES | QUILL CORPORATION | 0 | | 02/01/2016 | -25.22 |
| | | | SUPPLIES RETURNED | | CM290976 | | |
| 101-265-727.000 | | SUPPLIES | QUILL CORPORATION | 0 | | 02/01/2016 | 51.85 |
| | | | SUPPLIES | | 2183223 | | |
| 101-265-727.000 | | SUPPLIES | CARTRIDGE WORLD- BRIGHTON | 0 | | 02/01/2016 | 53.96 |
| | | | TONER REFILLS | | 115081 | | |
| 101-265-804.000 | | CONTRACTED | VALLEY CITY LINEN, INC | 0 | | 02/01/2016 | 98.65 |
| | | | FLOOR MATS | | 28162198 | | |
| 101-265-920.000 | | UTILITIES | CONSUMERS ENERGY | 0 | | 02/01/2016 | 421.33 |
| | | | UTILITIES | | 43910 | | |
| 101-265-920.000 | | UTILITIES | DTE | 0 | | 02/01/2016 | 1,114.29 |
| | | | UTILITIES | | 43937 | | |
| 101-265-920.000 | | UTILITIES | BRIGHTON TOWNSHIP | 0 | | 02/01/2016 | 23.58 |
| | | | WINTER TAX- 4712-32-104-040 | | 43947 | | |
| 101-265-921.000 | | ST LTG | DTE ENERGY | 0 | | 02/01/2016 | 688.67 |
| | | | STREETLIGHTS | | 43949 | | |
| 101-265-930.000 | | BLDG M&R | KRIS' CLEANING SERVICE | 0 | | 02/01/2016 | 640.00 |
| | | | CLEANING SERVICE | | 804 | | |
| 101-265-930.000 | | BLDG M&R | ORKIN | 0 | | 02/01/2016 | 78.43 |
| | | | EXTERMINATOR | | 107065791 | | |
| 101-265-930.000 | | BLDG M&R | GREEN OAK TOWNSHIP | 0 | | 02/01/2016 | 85.19 |
| | | | MAINTENANCE | | 43938 | | |
| 101-265-965.000 | | CHGBK TAX | LIVINGSTON COUNTY TREASURER | 0 | | 02/01/2016 | 386.95 |
| | | | CHARGEBACKS | | 43913 | | |
| 101-265-965.000 | | CHGBK TAX | BRIGHTON TOWNSHIP | 0 | | 02/01/2016 | 806.93 |
| | | | WINTER TAX 4712-32-104-082 | | 43946 | | |
| | | | | | | | 4,549.55 |
| Total TOWNSHIP HALL/GROUNDS | | | | | | | |
| Dept: OTHER CHARGES & SERVICES | | | | | | | |
| 101-299-804.000 | | CONTRACTED | COMCAST | 28161 | | 01/21/2016 | 149.16 |
| | | | INTERNET/CABLE | | 43876 | | |
| 101-299-811.200 | | IDENTITY T | LEGALSHIELD | 0 | | 01/26/2016 | 64.75 |
| | | | IDENTITY THEFT INSURANCE | | 43889 | | |
| 101-299-827.000 | | LEGAL | DYKEMA GOSSETT PLLC | 0 | | 02/01/2016 | 1,424.00 |
| | | | LEGAL SERVICES | | 3035475 | | |
| 101-299-853.000 | | TELEPHONE | PAETEC | 0 | | 02/01/2016 | 591.22 |
| | | | TELEPHONE | | 59097194 | | |

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CHARTER TOWNSHIP OF BRIGHTON

| Fund | Department Account | GL Number Abbrev | Vendor Name Invoice Description | Check Number | Invoice Number | Due Date | Amount |
|--------------------------------|--------------------|------------------|---|--------------|----------------|------------|-----------|
| Fund: GENERAL FUND | | | | | | | |
| Dept: OTHER CHARGES & SERVICES | | | | | | | |
| | 101-299-861.000 | GAS & OIL | WEX BANK FUEL | 28164 | 43700466 | 01/21/2016 | 36.36 |
| | 101-299-951.000 | LEASE-BACK | BRUCE & JULIE DIETZ JANUARY MSP RENT | 28166 | 43953 | 01/27/2016 | 11,457.00 |
| Total OTHER CHARGES & SERVICES | | | | | | | 13,722.49 |
| Dept: FIRE DEPARTMENT | | | | | | | |
| | 101-336-921.000 | ST LTG | BRIGHTON TOWNSHIP WINTER TAX- 4712-32-103-101 | 0 | 43948 | 02/01/2016 | 23.58 |
| | 101-336-921.000 | ST LTG | DTE ENERGY STREETLIGHTS | 0 | 43949 | 02/01/2016 | 25.32 |
| | 101-336-930.000 | BLDG M&R | KRIS' CLEANING SERVICE CLEANING SERVICE | 0 | 804 | 02/01/2016 | 40.00 |
| | 101-336-974.000 | CAP IMP | 1ST HEATING AND COOLING AMANA HIGH EFFICIENCY FURNACE | 0 | 3405 | 02/01/2016 | 2,744.00 |
| Total FIRE DEPARTMENT | | | | | | | 2,832.90 |
| Dept: PLANNING | | | | | | | |
| | 101-400-708.000 | PER DIEM | JOHN COGLEY ZBA/PC PER DIEM 1-14-16 | 0 | 43891 | 02/01/2016 | 80.00 |
| | 101-400-708.000 | PER DIEM | JOHN DORSET ZBA/PC PER DIEM 1-14-16 | 0 | 43892 | 02/01/2016 | 80.00 |
| | 101-400-708.000 | PER DIEM | FRANK GRAPENTIEN ZBA/PC PER DIEM 1-14-16 | 0 | 43893 | 02/01/2016 | 80.00 |
| | 101-400-708.000 | PER DIEM | JAMES MCKEON ZBA/PC PER DIEM 1-14-16 | 0 | 43894 | 02/01/2016 | 80.00 |
| | 101-400-708.000 | PER DIEM | CHARLES MORAN ZBA/PC PER DIEM 1-14-16 | 0 | 43895 | 02/01/2016 | 80.00 |
| | 101-400-708.000 | PER DIEM | SAMUEL THEIS ZBA/PC PER DIEM 1-14-16 | 0 | 43896 | 02/01/2016 | 80.00 |
| | 101-400-708.000 | PER DIEM | CONSTANTINE MITSOPOULOS ZBA/PC PER DIEM 1-14-16 | 0 | 43897 | 02/01/2016 | 80.00 |
| | 101-400-708.000 | PER DIEM | JOHN GIBBONS ZBA/PC PER DIEM 1-14-16 | 0 | 43898 | 02/01/2016 | 80.00 |
| | 101-400-708.000 | PER DIEM | SCHIFKO DANIEL ZBA/PC PER DIEM 1-14-16 | 0 | 43899 | 02/01/2016 | 80.00 |
| | 101-400-708.000 | PER DIEM | STEVE HOLDEN ZBA/PC PER DIEM 1-14-16 | 0 | 43900 | 02/01/2016 | 100.00 |
| | 101-400-717.000 | LIFE INS | STANDARD INSURANCE CO. LIFE INSURANCE | 0 | 43908 | 02/01/2016 | 17.74 |
| | 101-400-719.000 | DISABILITY | LINCOLN NATIONAL LIFE INS CO DISABILITY INSURANCE | 28163 | 43879 | 01/21/2016 | 96.88 |

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CHARTER TOWNSHIP OF BRIGHTON

| Fund | Department Account | GL Number Abbrev | Vendor Name Invoice Description | Check Number | Invoice Number | Due Date | Amount |
|-----------------------------------|--------------------|------------------|--|--------------|----------------|------------|------------------------|
| Fund: GENERAL FUND | | | | | | | |
| Dept: PLANNING | | | | | | | |
| | 101-400-819.000 | ENG SVS O | ORCHARD, HILTZ & MCCLIMENT INC CORNERSTONE CHURCH- SLU | 0 | 175762 | 02/01/2016 | 400.00 |
| | 101-400-819.000 | ENG SVS O | ORCHARD, HILTZ & MCCLIMENT INC CORNERSTONE CHURCH- SITE PLAN | 0 | 175761 | 02/01/2016 | 1,850.00 |
| | 101-400-819.000 | ENG SVS O | ORCHARD, HILTZ & MCCLIMENT INC 9901 E GRAND RIVER-PARTYVILLE | 0 | 175760 | 02/01/2016 | 1,200.00 |
| | | | | | | | Total PLANNING |
| | | | | | | | 4,384.62 |
| Dept: CODE ENFORCEMENT | | | | | | | |
| | 101-412-717.000 | LIFE INS | STANDARD INSURANCE CO. LIFE INSURANCE | 0 | 43908 | 02/01/2016 | 2.15 |
| | 101-412-719.000 | DISABILITY | LINCOLN NATIONAL LIFE INS CO DISABILITY INSURANCE | 28163 | 43879 | 01/21/2016 | 11.74 |
| | | | | | | | Total CODE ENFORCEMENT |
| | | | | | | | 13.89 |
| Dept: ENVIRONMENTAL | | | | | | | |
| | 101-525-827.000 | LEGAL | FOSTER, SWIFT, COLLINS & SMITH LEGAL SERVICES COLLETT DUMP | 0 | 684079 | 02/01/2016 | 134.00 |
| | 101-525-967.000 | PRJCT COST | BRIGHTON ANALYTICAL INC COLLETT DUMP SAMPLE TESTING | 0 | 0116-91695 | 02/01/2016 | 750.00 |
| | | | | | | | Total ENVIRONMENTAL |
| | | | | | | | 884.00 |
| Dept: SEWER AND WATER | | | | | | | |
| | 101-536-819.000 | ENG SVS O | ORCHARD, HILTZ & MCCLIMENT INC DEERFIELD PRESERVE SEWER STUDY | 0 | 175759 | 02/01/2016 | 2,459.25 |
| | | | | | | | Total SEWER AND WATER |
| | | | | | | | 2,459.25 |
| | | | | | | | Fund Total |
| | | | | | | | 33,279.70 |
| Fund: LIQUOR LAW ENFORCEMENT FUND | | | | | | | |
| Dept: | | | | | | | |
| | 212-000-717.000 | LIFE INS | STANDARD INSURANCE CO. LIFE INSURANCE | 0 | 43908 | 02/01/2016 | 1.61 |
| | 212-000-719.000 | DISABILITY | LINCOLN NATIONAL LIFE INS CO DISABILITY INSURANCE | 28163 | 43879 | 01/21/2016 | 8.81 |
| | | | | | | | Total |
| | | | | | | | 10.42 |
| | | | | | | | Fund Total |
| | | | | | | | 10.42 |
| Fund: SEWER O & M FUND | | | | | | | |

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CHARTER TOWNSHIP OF BRIGHTON

| Fund | Department | GL Number | Vendor Name | Check | Invoice | Due | Amount |
|---------------------------------|------------|------------|------------------------------|--------|----------|------------|----------|
| Account | Account | Abbrev | Invoice Description | Number | Number | Date | |
| Fund: SEWER O & M FUND | | | | | | | |
| Dept: | | | | | | | |
| 590-000-082.002 | | DUE FR PRO | BRIGHTON TOWNSHIP | 28165 | | 01/21/2016 | 806.93 |
| | | | SEWER HARDSHIP DEFERRAL | | 43881 | | |
| 590-000-082.002 | | DUE FR PRO | BRIGHTON TOWNSHIP | 28165 | | 01/21/2016 | 806.93 |
| | | | SEWER HARDSHIP DEFERRAL | | 43882 | | |
| 590-000-203.000 | | NEW CONNEC | INFRASTRUCTURE ALTERNATIVES, | 0 | | 02/01/2016 | 1,012.00 |
| | | | DECEMBER EXTRA SERVICES | | 16595 | | |
| 590-000-203.000 | | NEW CONNEC | FONSON COMPANY, INC | 0 | | 02/01/2016 | 417.00 |
| | | | 9716 DORNOCH EXPLORATORY | | 996 | | |
| | | | | | | | ----- |
| Total | | | | | | | 3,042.86 |
| Dept: ADMINISTRATION | | | | | | | |
| 590-537-826.100 | | COMPUT SPT | COMCAST | 28161 | | 01/21/2016 | 72.74 |
| | | | INTERNET | | 43877 | | |
| 590-537-827.000 | | LEGAL | REGISTER OF DEEDS | 0 | | 02/01/2016 | 20.00 |
| | | | RECORD SEWER DEFERRAL | | 43925 | | |
| 590-537-827.000 | | LEGAL | REGISTER OF DEEDS | 0 | | 02/01/2016 | 20.00 |
| | | | RECORD SEWER DEFERRAL | | 43926 | | |
| | | | | | | | ----- |
| Total ADMINISTRATION | | | | | | | 112.74 |
| Dept: OPERATION AND MAINTENANCE | | | | | | | |
| 590-540-727.000 | | SUPPLIES | GREAT LAKES ACE | 0 | | 02/01/2016 | 25.64 |
| | | | SUPPLIES | | 891 | | |
| 590-540-727.000 | | SUPPLIES | QUILL CORPORATION | 0 | | 02/01/2016 | 31.98 |
| | | | SUPPLIES | | 1951966 | | |
| 590-540-804.400 | | NON ROUTIN | INFRASTRUCTURE ALTERNATIVES, | 0 | | 02/01/2016 | 1,996.00 |
| | | | DECEMBER EXTRA SERVICES | | 16595 | | |
| 590-540-853.000 | | TELEPHONE | PAETEC | 0 | | 02/01/2016 | 90.99 |
| | | | TELEPHONE | | 59097194 | | |
| 590-540-920.000 | | UTILITIES | CONSUMERS ENERGY | 0 | | 02/01/2016 | 733.42 |
| | | | UTILITIES | | 43890 | | |
| 590-540-920.000 | | UTILITIES | DTE | 0 | | 02/01/2016 | 2,227.68 |
| | | | UTILITIES | | 43937 | | |
| 590-540-930.100 | | ALARM | GUARDIAN ALARM | 0 | | 02/01/2016 | 45.96 |
| | | | SECURITY ALARM | | 17458104 | | |
| 590-540-931.000 | | EQUIPT M&R | CHARTER ONE | 28162 | | 01/21/2016 | 445.64 |
| | | | AIRGAS CIRCUIT BOARD | | 43878 | | |
| 590-540-931.000 | | EQUIPT M&R | METRO AIR COMPRESSORS | 0 | | 02/01/2016 | 488.36 |
| | | | REPAIR PISTON COMPRESSOR- | | 159415 | | |
| 590-540-936.000 | | SYST MAINT | BEARING HEADQUARTERS CO | 0 | | 02/01/2016 | 549.80 |
| | | | GRINDER PUMP PARTS | | 5053328 | | |
| 590-540-936.000 | | SYST MAINT | HARTLAND SEPTIC INC | 0 | | 02/01/2016 | 590.00 |
| | | | 3455 HILTON PT CT- PUMP/DUMP | | 01201601 | | |

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CHARTER TOWNSHIP OF BRIGHTON

| Fund | Department | GL Number | Vendor Name | Check | Invoice | Due | Amount |
|---------------------------------|------------|---|-------------|--------|------------|-----|-----------|
| Account | Abbrev | Invoice Description | Number | Number | Date | | |
| Fund: SEWER O & M FUND | | | | | | | |
| Dept: OPERATION AND MAINTENANCE | | | | | | | |
| Total OPERATION AND MAINTENANCE | | | | | | | 7,225.47 |
| Dept: CAPITAL OUTLAY | | | | | | | |
| 590-900-970.000 | CAP OUTLAY | KERR PUMP AND SUPPLY CENTRIFUGAL PUMP | 0 | 168301 | 02/01/2016 | | 15,205.00 |
| Total CAPITAL OUTLAY | | | | | | | 15,205.00 |
| Fund Total | | | | | | | 25,586.07 |
| Fund: PATHWAYS FUND | | | | | | | |
| Dept: | | | | | | | |
| 702-000-967.000 | PRJCT COST | ORCHARD, HILTZ & MCCLIMENT INC EAST GRAND RIVER SIDEWALK | 0 | 175757 | 02/01/2016 | | 17,327.00 |
| Total | | | | | | | 17,327.00 |
| Fund Total | | | | | | | 17,327.00 |
| Fund: CONSTRUCTION ESCROW | | | | | | | |
| Dept: | | | | | | | |
| 793-000-224.951 | DUE TO LAK | ORCHARD, HILTZ & MCCLIMENT INC LAKE TRUST CU- INSP | 0 | 175753 | 02/01/2016 | | 1,362.00 |
| 793-000-224.953 | US 23 WATE | ORCHARD, HILTZ & MCCLIMENT INC OLD US 23 WATER MAIN | 0 | 175752 | 02/01/2016 | | 3,350.00 |
| 793-000-224.962 | DUE TO COR | ORCHARD, HILTZ & MCCLIMENT INC BRIGHTON FORD COLLISION- INSP | 0 | 175754 | 02/01/2016 | | 500.50 |
| 793-000-224.966 | KROGER | ORCHARD, HILTZ & MCCLIMENT INC KROGER FUEL- INSP | 0 | 175758 | 02/01/2016 | | 2,142.50 |
| 793-000-224.968 | DUE TO PRO | ORCHARD, HILTZ & MCCLIMENT INC SANDILA ESTATES- INSP | 0 | 175755 | 02/01/2016 | | 2,919.00 |
| Total | | | | | | | 10,274.00 |
| Fund Total | | | | | | | 10,274.00 |
| Fund: SAD ROAD MAINTENANCE | | | | | | | |
| Dept: PARKLAWN SAD | | | | | | | |
| 812-031-967.000 | PRJCT COST | K B ROAD GRADING PARKLAWN SAD SNOW PLOWING | 0 | 6578 | 02/01/2016 | | 415.00 |
| Total PARKLAWN SAD | | | | | | | 415.00 |

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| Fund | Department | GL Number | Vendor Name | Check | Invoice | Due | Amount |
|--------------------------------|------------|------------------------------|-------------|--------|------------|--------------------------------|--------|
| Account | Abbrev | Invoice Description | Number | Number | Date | | |
| Fund: SAD ROAD MAINTENANCE | | | | | | | |
| Dept: DONALD/STUHRBURG SAD | | | | | | | |
| 812-033-967.100 | ADDL PROJ | K B ROAD GRADING | 0 | | 02/01/2016 | | 180.00 |
| | | DONAL/STURHBURG SNOW PLOWING | | 6580 | | | |
| | | | | | | | ----- |
| | | | | | | Total DONALD/STUHRBURG SAD | 180.00 |
| | | | | | | | ----- |
| | | | | | | Fund Total | 595.00 |
| Fund: STREET LIGHTING FUND | | | | | | | |
| Dept: COUNTRY CLUB ANNEX LT | | | | | | | |
| 865-070-921.000 | ST LTG | DTE ENERGY | 0 | | 02/01/2016 | | 608.06 |
| | | STREETLIGHTS | | 43949 | | | |
| | | | | | | | ----- |
| | | | | | | Total COUNTRY CLUB ANNEX LT | 608.06 |
| Dept: DONALD DRIVE LIGHT | | | | | | | |
| 865-071-921.000 | ST LTG | DTE ENERGY | 0 | | 02/01/2016 | | 15.45 |
| | | STREETLIGHTS | | 43949 | | | |
| | | | | | | | ----- |
| | | | | | | Total DONALD DRIVE LIGHT | 15.45 |
| Dept: BRANDYWINE FARMS LIGHT | | | | | | | |
| 865-072-921.000 | ST LTG | DTE ENERGY | 0 | | 02/01/2016 | | 55.44 |
| | | STREETLIGHTS | | 43949 | | | |
| | | | | | | | ----- |
| | | | | | | Total BRANDYWINE FARMS LIGHT | 55.44 |
| Dept: HARVEST HILLS LIGHTS | | | | | | | |
| 865-073-921.000 | ST LTG | DTE ENERGY | 0 | | 02/01/2016 | | 55.44 |
| | | STREETLIGHTS | | 43949 | | | |
| | | | | | | | ----- |
| | | | | | | Total HARVEST HILLS LIGHTS | 55.44 |
| Dept: GREENFIELD POINTE LIGHTS | | | | | | | |
| 865-074-921.000 | ST LTG | DTE ENERGY | 0 | | 02/01/2016 | | 55.44 |
| | | STREETLIGHTS | | 43949 | | | |
| | | | | | | | ----- |
| | | | | | | Total GREENFIELD POINTE LIGHTS | 55.44 |
| Dept: BRIGHTON GARDENS | | | | | | | |
| 865-075-921.000 | ST LTG | DTE ENERGY | 0 | | 02/01/2016 | | 61.80 |
| | | STREETLIGHTS | | 43949 | | | |
| | | | | | | | ----- |
| | | | | | | Total BRIGHTON GARDENS | 61.80 |
| Dept: EAGLE HEIGHTS | | | | | | | |
| 865-076-921.000 | ST LTG | DTE ENERGY | 0 | | 02/01/2016 | | 29.83 |
| | | STREETLIGHTS | | 43949 | | | |

INVOICE APPROVAL LIST BY FUND
BOT 2-1-16

Date: 01/27/2016
Time: 4:52pm
Page: 9

CHARTER TOWNSHIP OF BRIGHTON

| Fund | Department | GL Number | Vendor Name | Check | Invoice | Due | Amount |
|-------------------------------------|------------|-----------|-------------------------|--------|---------|------------|--------|
| Account | Account | Abbrev | Invoice Description | Number | Number | Date | |
| Fund: STREET LIGHTING FUND | | | | | | | |
| Dept: EAGLE HEIGHTS | | | | | | | |
| Total EAGLE HEIGHTS | | | | | | | 29.83 |
| Dept: GREENFIELD SHORES 1-2-3-4 LOP | | | | | | | |
| 865-077-921.000 | | ST LTG | DTE ENERGY STREETLIGHTS | 0 | 43949 | 02/01/2016 | 61.80 |
| Total GREENFIELD SHORES 1-2-3-4 LOP | | | | | | | 61.80 |
| Dept: DE MARIA LIGHTS | | | | | | | |
| 865-078-921.000 | | ST LTG | DTE ENERGY STREETLIGHTS | 0 | 43949 | 02/01/2016 | 29.83 |
| Total DE MARIA LIGHTS | | | | | | | 29.83 |
| Dept: RAVENSWOOD LIGHTS | | | | | | | |
| 865-079-921.000 | | ST LTG | DTE ENERGY STREETLIGHTS | 0 | 43949 | 02/01/2016 | 59.66 |
| Total RAVENSWOOD LIGHTS | | | | | | | 59.66 |
| Dept: MAPLE RIDGE SUB | | | | | | | |
| 865-080-921.000 | | ST LTG | DTE ENERGY STREETLIGHTS | 0 | 43949 | 02/01/2016 | 29.83 |
| Total MAPLE RIDGE SUB | | | | | | | 29.83 |
| Dept: ALGER PINES | | | | | | | |
| 865-081-921.000 | | ST LTG | DTE ENERGY STREETLIGHTS | 0 | 43949 | 02/01/2016 | 55.44 |
| Total ALGER PINES | | | | | | | 55.44 |
| Dept: SHENANDOAH | | | | | | | |
| 865-082-921.000 | | ST LTG | DTE ENERGY STREETLIGHTS | 0 | 43949 | 02/01/2016 | 57.55 |
| Total SHENANDOAH | | | | | | | 57.55 |
| Dept: SHENANDOAH POND HOMEOWNERS | | | | | | | |
| 865-084-921.000 | | ST LTG | DTE ENERGY STREETLIGHTS | 0 | 43949 | 02/01/2016 | 56.80 |
| Total SHENANDOAH POND HOMEOWNERS | | | | | | | 56.80 |
| Dept: OAKS AT BEACH LAKE | | | | | | | |
| 865-085-921.000 | | ST LTG | DTE ENERGY STREETLIGHTS | 0 | 43949 | 02/01/2016 | 166.33 |
| Total OAKS AT BEACH LAKE | | | | | | | 166.33 |

INVOICE APPROVAL LIST BY FUND
 BOT 2-1-16

Date: 01/27/2016
 Time: 4:52pm
 Page: 10

CHARTER TOWNSHIP OF BRIGHTON

| Fund | Department | Account | GL Number | Vendor Name | Check | Invoice | Due | Amount |
|----------------------------|-----------------------------|-----------------|------------|-------------------------------|--------|-----------------------------|-------------|------------|
| | | | Abbrev | Invoice Description | Number | Number | Date | |
| Fund: STREET LIGHTING FUND | | | | | | | | |
| | | | | | | | Fund Total | 1,398.70 |
| Fund: SAD AQUATICS | | | | | | | | |
| | Dept: WOODLAND LAKE AQUATIC | 880-550-967.000 | PRJCT COST | COBB HALL INSURANCE | 0 | 12592 | 02/01/2016 | 14,630.40 |
| | | | | OWL- DAMN INSURANCE 2016-2017 | | | | |
| | | | | | | Total WOODLAND LAKE AQUATIC | | 14,630.40 |
| | | | | | | | Fund Total | 14,630.40 |
| | | | | | | | Grand Total | 103,101.29 |

AGENDA NOTES

MEETING DATE: February 1, 2016

PERSON PLACING ITEM ON AGENDA: Township Planner

AGENDA TOPIC: Second (2nd) Reading/Public Hearing on the proposed revisions to *Chapter 15, Extraction, Excavation, Removal, and Fill* of the Code of Ordinances

EXPLANATION OF TOPIC: This is the second (2nd) reading/public hearing by the Brighton Township Board of Trustees regarding the proposed revisions to *Chapter 15, Extraction, Excavation, Removal, and Fill*, of the Code of Ordinances.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- Proposed revisions to *Chapter 15* of the Code of Ordinances

POSSIBLE COURSES OF ACTION: Adopt the proposed revisions to *Chapter 15, Extraction, Excavation, Removal, and Fill*, of the Code of Ordinances.

RECOMMENDATION: Adopt the proposed revisions to *Chapter 15, Extraction, Excavation, Removal, and Fill*, of the Code of Ordinances.

SUGGESTED MOTION:

Motion by _____, supported by _____ to adopt the proposed revisions to *Chapter 15, Extraction, Excavation, Removal, and Fill*, of the Code of Ordinances.

ROLL CALL VOTE REQUIRED? Yes

BTBT
F.1.

DIVISION 2. FILLING

Sec. 15-76. Dumping of soil, sand, clay, gravel or other materials.

5

The dumping of any clean inert topsoil, sand, clay, ~~gravel or rock~~ other materials on any parcel of land within the limits of the Township is hereby prohibited, except when done in accord with the following requirements:

10

(1) Permits Required.

15

A filling permit shall be required for any dumping of clean inert topsoil, sand, clay, ~~gravel or rock~~ other materials on any property within the Township. Permits issued by the Township Board shall be for a period of time expiring on a date set by the Township Board. Permits shall expire in odd calendar years but not to exceed two (2) years. Such permits may be renewed for so long as the permittee complies with all of the provisions of this chapter and other conditions of the permit.

20

(2) Applications.

25

Applications shall be filed with the Township Manager or designee with plans and specifications which shall clearly give the legal description of the site of the proposed fill, the amount of fill proposed, method for filling, a list of materials to be deposited in the fill and shall be accompanied with the applicable application material required in *Sec. 15-28* for removal. A limited fill permit fee, as established by the Township Board, shall accompany the application for a fill permit. Such fee is to be used to defray the cost of processing such application.

30

(3) Fill Materials.

35

Fill materials shall be ~~“inert materials” only as approved in the appropriate state department’s list of approved materials.~~ consist only of the following materials: clean inert clay, rock, sand, and topsoil. However, this does not preclude recycled asphalt millings or crushed concrete aggregate being used only for road base for haul routes. For the purpose of road base only, recycled

Business licensing, Ch. 7; subdivision and land development regulations, Ch. 17.
 State law references: Soil conservation districts law, MCL 282.1 et seq., MSA 13.1781 et seq.; soil erosion and sedimentation control act, MCL 282.101 et seq., MSA 13.1820(1) et seq.

5 asphalt millings or crushed concrete aggregate shall be screened and free of all reinforcing steel and dowel bars/baskets. The Township Board may require that a log of materials be maintained in which the amount, type of materials, and the date of deposits shall be accurately described with photographs of the same.

(4) Inspections.

10 The permittee shall advance to the Township an escrow amount for the cost of engineering services and any monitoring site inspection fee or other requirement that may be established as a condition of approval of the permit. The Township has the right to monitor the site as frequently as it determines necessary. Failure to pay the escrow amount within seven (7) days will result in the permit being considered null and void and an automatic denial of any requested renewal of a permit.

(5) Letter of Credit.

20 To ensure strict compliance with the terms of the permit, for new applications for a permit filed after the effective date of this ordinance, the permittee shall furnish a letter of credit approved by the Township Board. The amount will be established by the Township Board after recommendation from the Township Engineer. In fixing the amount of such letter of credit, the Township Board shall take into consideration the cost of removal of any and all unfit soil or materials at the fill site and the cost of restoring the site to a safe, healthy and sightly condition, as estimated by the Township Engineer.

30 Current permit holders seeking a renewal of its permit, who are in compliance with the terms of its permit, shall have the option of providing a surety bond in lieu of a letter of credit. The surety bond shall be subject to approval by the Township.

(6) Reclamation.

35 All fill sites shall be reclaimed to provide proper drainage to leave the ground fit for growing turf and to allow for all land uses dictated by the zoning district in which any such property is located. Any filling of land within a

floodplain, wetland or adjacent to a river or lake shall not commence unless and until all required approval and permits have been issued by the appropriate state department.

5 (Ord. No. 254, 2/3/12), (Ord. No. 86, Sec. 5, 1/3/89)
Secs. 15-77-15-95. Reserved.

DIVISION 3. EXCAVATIONS

10 **Sec. 15-96. Excavations or holes.**

15 Any extraction/removal done pursuant to this chapter that creates any unprotected, unbarricaded, open or dangerous excavations, holes, pits or wells or any excavations, holes, pits, or wells, which constitute or are reasonably likely to constitute a danger or menace to the public health, safety and welfare, are hereby prohibited and declared a public nuisance; provided, however, that this chapter shall not prevent the construction or excavations under a permit issued pursuant to the provisions of this chapter or the building code of the Township where such excavations are properly protected and warning signs and lights are located in
20 such manner as may be approved by authority of the state, county, township or other governmental agency.

25 (Ord. No. 254, 2/3/12), (Ord. No. 86, Sec. 6, 1/3/89)

DIVISION 2. FILLING

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5

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A ~~filling~~ permit shall be required for any dumping of clean topsoil, sand, clay, ~~gravel or rock~~ ~~other materials~~ on any property within the Township. Permits issued by the Township Board shall be for a period of time expiring on a date set by the Township Board. Permits shall expire in odd calendar years but not to exceed two (2) years. Such permits may be renewed for so long as the permittee complies with all of the provisions of this chapter and other conditions of the permit.

20

(2) Applications.

25

Applications shall be filed with the Township Manager or designee with plans and specifications which shall clearly give the legal description of the site of the proposed fill, the amount of fill proposed, method for filling, a list of materials to be deposited in the fill and shall be accompanied with the applicable application material required in *Sec. 15-28* for removal. A limited fill permit fee, as established by the Township Board, shall accompany the application for a fill permit. Such fee is to be used to defray the cost of processing such application.

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(3) Fill Materials.

35

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5 asphalt millings or crushed concrete aggregate shall be screened and free of all reinforcing steel and dowel bars/baskets. The Township Board may require that a log of materials be maintained in which the amount, type of materials, and the date of deposits shall be accurately described with photographs of the same.

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(5) **Letter of Credit.**

20 To ensure strict compliance with the terms of the permit, for new applications for a permit filed after the effective date of this ordinance, the permittee shall furnish a letter of credit approved by the Township Board. The amount will be established by the Township Board after recommendation from the Township Engineer. In fixing the amount of such letter of credit, the Township Board shall take into consideration the cost of removal of any and all unfit soil or materials at the fill site and the cost of restoring the site to a safe, healthy and sightly condition, as estimated by the Township Engineer.

30 Current permit holders seeking a renewal of its permit, who are in compliance with the terms of its permit, shall have the option of providing a surety bond in lieu of a letter of credit. The surety bond shall be subject to approval by the Township.

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35 All fill sites shall be reclaimed to provide proper drainage to leave the ground fit for growing turf and to allow for all land uses dictated by the zoning district in which any such property is located. Any filling of land within a

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5 (Ord. No. 254, 2/3/12), (Ord. No. 86, Sec. 5, 1/3/89)
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DIVISION 3. EXCAVATIONS

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20 such manner as may be approved by authority of the state, county, township or other governmental agency.

(Ord. No. 254, 2/3/12), (Ord. No. 86, Sec. 6, 1/3/89)

25

AGENDA NOTES

MEETING DATE: February 1, 2016

PERSON PLACING ITEM ON AGENDA: Township Manager

AGENDA TOPIC: Building Use Policy Revisions

EXPLANATION OF TOPIC:

On the January 4, 2016 BTBT Meeting, the Board instructed staff to make revisions to the Building Use – Township Meeting Rooms policy (Administrative Policy 503) to clarify the use of other Township facilities such as Fire Station 32 by Township residents and associations. Presently, the policy only addresses the use of the Township Hall.

Attached is a draft of a revised Building Use Policy. Changes that were presented to the Board on January 18th are in red. The most recent set of revisions is in blue.

Also attached is an updated application form that reflects the drafted Building Use Policy. The updated application form would replace both the application forms for the Township Hall and the Fire Stations.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- Building Use Policy Draft
- Building Use Application Form Draft

POSSIBLE COURSE OF ACTION: Adopt/amend/not adopt the proposed changes to the Building Use Policy and the corresponding application form.

RECOMMENDATION: Adopt the proposed changes to the Building Use – Township Meeting Rooms policy (Administrative Policy 503) and the corresponding application form.

SUGGESTED MOTION:

Motion by _____, supported by _____ to adopt the proposed changes to the Building Use Policy (Administrative Policy 503) and the corresponding application form.

ROLL CALL VOTE REQUIRED? Yes

CHARTER TOWNSHIP OF BRIGHTON

Administrative Policy No.:

503 (page 1 of 2)

Effective Date:

July 6, 2004

Policy Regarding:

BUILDING USE - TOWNSHIP MEETING ROOMS

The occupancy and use of ~~the~~ Township ~~facilitiesHall~~ shall always be under the direction and control of the Board. For the purposes of this policy, "Township facilities" refers to the Township Hall, Fire Station 32 and Fire Station 33.

The use of ~~the~~ Township ~~Hall~~ facilities shall be limited to tax exempt organizations, homeowners' groups and associations that consist of members who reside in the Township or conduct business within the Township, but shall not be used by any political organization. Reservations of meeting rooms in Township facilities are on a first come-first serve basis. No group can reserve a meeting room more than once per quarter.

The use of tobacco in any form and the use of alcohol or illegal drugs anywhere in or on the premises is prohibited. Gambling is prohibited on Township property. No business or commercial enterprise shall be undertaken in the occupancy of ~~the~~ Township ~~facilitiesHall~~.

Consumption of food and beverages and access to nearby kitchen areas by participants at Township facilities may be approved. Items such as beverages, doughnuts, bagels, fruit trays, etc. may be served if approved. It shall be the responsibility of the participants to arrange for delivery, set-up, clean-up and proper disposal of refuse. Any group requesting a reservation must notify the Township at the time the reservation is made as to whether food and beverages are to be served.

Application for use of ~~the~~ Township ~~facilitiesMeeting Rooms~~ must be filed with the Township Clerk or his/her designee at least 10 days prior to the desired calendar date(s), listing the time, use, number in group, type of space and equipment needed, in detail. The application must be prepared and signed by a responsible representative of the applying organization. The applicant shall guarantee the clean up and repair of the premises and shall agree to pay the Township any costs incurred for said cleanup and repair. Such application must be submitted on the form provided by the Township Clerk's Office. Approval of any application will require the signature of the Township Clerk or ~~Deputy Clerk~~ the Clerk's designee and the approval shall be made in consultation with the Township Manager.

Approvals may be canceled with 24 hour notice by the applicant. Any reservation, even after approval, shall be subject to revocation and cancellation by the Clerk or his/her designee for a pre-emptive government purpose.

Policy 503 – Building Use - Township Meeting Rooms

Page 2 of 2

Seating capacity as designated by the Township Building Official for the meeting rooms must be adhered to. A Township representative must be on the premises at the Township facility during a meeting. If a meeting is held at a Township fire station at any time or during non-business hours at the Township Hall when no other regular business meetings are being held, the Township shall charge a fee of \$50 for the reservation. If a Township representative is not available for a requested reservation, the Township reserves the right to reschedule, relocate or cancel the reservation.

Meetings reserved during regular business hours at the Township Hall shall have no charge or fee. Meetings reserved at the same time of a scheduled meeting such as a Board of Trustees, Planning Commission, ZBA, or Utilities Committee meeting in an available room at the Township Hall shall have no charge or fee.

The Board Room at the Township Hall shall be available on the following days every year: the fourth Tuesday in May, the second Thursday in June, the first Wednesday in September, and the first Thursday in October. Reservation of the Board Room on the preceding days are exempt from any charge or fee.

The Board of Trustees shall establish annually a set of dates for the use of the Board Room at the Township Hall. Reservation of the Board Room on those dates shall be exempt from any charge or fee.

It must be mutually agreed that the permission to use ~~the conference~~ Township meeting rooms does not include the use of equipment owned by the Township, such as a P.A. system, video devices, VCR or slide projection equipment, projector, coffee maker, copy machine, etc., unless specific arrangements have been made in advance and it is so stated on the application.

~~The Township facilities~~ Meeting Rooms must be vacated by 10:00 p.m., unless a later hour is approved by the Township Clerk or his/her designee. It is the responsibility of the applicant to see that this policy is followed. Programs must be concluded in time to provide for the clearance of the building as stated on the application. The Township facilities must be returned to the same condition as they were found.

~~Policy 503 – Building Use - Township Meeting Rooms~~

~~Page 2 of 2~~

Any outside/inside signage to be used at ~~the~~ Township facilities~~Conference room~~ or in conjunction with reservations made at Township ~~special use of these~~ facilities must be in compliance with the Sign Ordinance. No signs will be placed without the authorization of Township Clerk or his/her designee. No decorations may be fastened to the walls with either tape or tacks or any other method which might mar the walls. Writing on erasable boards must be removed at the conclusion of building use.

Failure to cooperate with these restrictions and conditions may prohibit a group from using facilities at a future date.

The applicant shall also agree to indemnify, hold harmless, and defend the Township, its officers and employees from any and all liability of any kind or nature whatsoever including but not limited to personal injury, including death, or property damage arising out of the negligent use of the facilities to which the application applies.

APPLICATION FOR USE
BRIGHTON TOWNSHIP
4363 BUNO ROAD
BRIGHTON, MICHIGAN 48114
Phone: 810.229.0560
Fax: 810.229.1778

DATE: _____

NAME: _____

ADDRESS: _____ PHONE: _____

_____ FAX: _____

NAME OF ORGANIZATION: _____

ADDRESS: _____

REQUESTED DATE: _____

BEGINNING TIME: _____ ENDING TIME: _____

NUMBER OF ATTENDEES EXPECTED: _____

ACCOMODATIONS/REQUESTS (I.E. FOOD, EQUIPMENT): _____

LOCATION: CONFERENCE ROOM BOARD ROOM STATION 32 STATION 33

The undersigned has received a copy of the Building Use – Township Meetings Room Policy and hereby agrees to observe in every respect the rules established by the Township; agrees to be on the premises at all times during the use of the Township Hall; and further agrees to hold the Charter Township of Brighton harmless from any injury received or sustained while attending, playing in, going to and leaving from any activity which might be held on Township property located in the Township of Brighton, County of Livingston, Michigan.

Resident / Responsible Party

Clerk/Clerk's Designee

AGENDA NOTES

MEETING DATE: February 1, 2016

PERSON PLACING ITEM ON AGENDA: Assistant to the Township Manager

AGENDA TOPIC: Approval of Contract – Angel Cleaning Company

EXPLANATION OF TOPIC:

At the January 18, 2015 BTBT meeting, the Board directed staff to prepare a new contract based on the specifications stated in the Request for Proposals #15-08 and the prices submitted by Angel Cleaning Company for the cleaning and general maintenance of the Township Hall. The Township Attorney has prepared the contract and is attached. The term of the contract is for one year, effective April 1, 2016 to March 31, 2017.

SUPPORTING DOCUMENTS:

- Proposed Contract

POSSIBLE COURSES OF ACTION: Approve/Not approve the proposed contract with Angel Cleaning Company for a one year contract to expire March 31, 2017.

SUGGESTED MOTION: Motion by _____, supported by _____ to authorize the Township Supervisor and Clerk to execute a one year contract with Angel Cleaning Company as presented.

ROLL CALL VOTE REQUIRED? Yes

CONTRACT FOR CLEANING SERVICES

This Contract is made between the Charter Township of Brighton ("Township"), 4363 Buno Road, Brighton, Michigan 48116 and Angel Cleaning Company LLC ("Angel Cleaning"), 2443 Draper Avenue, Ypsilanti, Michigan 48197. The effective date of this Contract is April 1, 2016.

Recitals

1. The Township submitted a "*Request for Proposal #15-08 Building Cleaning Services*" together with an addendum 1 with a bid due date of January 6, 2016. A copy of the Request is attached as Exhibit A.
2. Angel Cleaning responded to the Request with a submittal dated January 6, 2016. A copy of that submittal is attached as Exhibit B.
3. The Township has accepted the Angel Cleaning proposal together with clarifications to that proposal.

Therefore, the parties agree as follows:

Agreement

- a. Angel Cleaning agrees to provide the services for the Township Hall, along with the required insurances and minimum coverages, as set forth in the Request. Proofs of insurance are attached as Exhibit C.
- b. This Contract will commence April 1, 2016 and terminate March 31, 2017.
- c. Angel cleaning will be paid a flat fee of \$624.00 monthly for the cleaning services under this Contract as set forth in the "cleaning specification checklist" set forth in attachment B to the *Request for Proposal #15-08 Building Cleaning Services*. Angel Cleaning will also be paid the sum of \$21 per hour for minor maintenance services as defined and set forth in attachment C to the *Request for Proposal #15-08 Building Cleaning Services*.
- d. Angel Cleaning shall provide cleaning supplies and equipment as set forth in the Township's *Request for Proposal #15-08 Building Cleaning Services* and Addendum 1, thereto.

*Angels Cleaning
Cleaning Contract
2016*

- e. Cleanings shall take place on the days and times set forth in the Township's Request for Proposal #15-08 Building Cleaning Services.
- f. Angel Cleaning shall be paid in arrears by the Township for the previous 30 days services.
- g. The Township may terminate this Contract at any time by giving 30 days written notice to Angel Cleaning. Angel Cleaning will be paid all sums owing to it at the time of termination.
- h. The parties agree that Angel Cleaning is an independent contractor, and neither Angel Cleaning nor its employees shall be deemed employees of the Township.
- i. Angel Cleaning shall not assign its rights or obligations under this Contract without the written consent of the Township.
- j. The parties acknowledge that Angel Cleaning, as an independent contractor, agrees to indemnify and hold the Township harmless from any and all liability arising out or in any way related to Angel Cleaning during the term of this Contract. Angel Cleaning agrees to keep in effect the insurance required by the qualifications set forth in the Township's Request.

Charter Township of Brighton

Angel Cleaning Company LLC

By: Tom Murphy
Its: Supervisor
Dated: _____

By: Festime Prenci
Its: President
Dated: _____

**CHARTER TOWNSHIP OF BRIGHTON
REQUEST FOR PROPOSAL #15-08
BUILDING CLEANING SERVICES**



The Charter Township of Brighton is seeking proposals for building cleaning services on Wednesdays and Fridays after 5 p.m as well as proposals for alternate pricing on general maintenance services. The specific cleaning services and maintenance services to be provided are listed on the attached sheets. Bidders may submit proposals solely for cleaning services. Completing information on general maintenance services is optional and only applicable to bidders that provide such services.

DUE DATE/LOCATION:

Bid forms and references are due by 2:00 p.m., on Wednesday, January 6, 2016 at:

Brighton Township Hall
ATTN: Zachary Dyba
4363 Buno Rd.
Brighton, MI 48114-9298

Successful contractor must provide proof of required insurance. Proposals shall be presented in a sealed envelope clearly marked "**Building Cleaning**". FAX or email copies will **not** be accepted. Late proposals will **not** be accepted. The Township reserves the right to waive all informalities in the bidding process and may reject any or all bids, in whole or in part, for reasons deemed to be in the best interest of the Township.

The Township is not obligated to reimburse responding Vendors for any expenses incurred in preparing or submitting proposals in response to this request, nor is the Township responsible for such expenses. All such expenses are solely the responsibility of the Vendor.

The Contractor will provide cleaning supplies and equipment. Contractor must provide services as outlined in this proposal.

Questions regarding services to be provided or other matters related to this proposal should be directed to the Assistant to the Township Manager, Zachary Dyba, at astmgr@brightontwp.com. Appointments may be made to review the buildings prior to submission of a proposal.

**CHARTER TOWNSHIP OF BRIGHTON
CLEANING SPECIFICATIONS**

BIDDER QUALIFICATIONS

Bidder must be experienced in cleaning and maintenance of commercial properties and provide a minimum of three (3) commercial references.

For the duration of the contract, the contractor must maintain the following insurance coverage at the stated amounts below and must name the Charter Township of Brighton as additionally insured.

Type of Insurance:

Workmen's Compensation Insurance and Employer's Liability
Limit: As required by laws of State of Michigan

Public Liability & Property Damage:

Bodily Injury: Each Occurrence: \$1,000,000

Aggregate: \$2,000,000

Property Damage: Each Occurrence: \$1,000,000

Aggregate: \$2,000,000

Owner's and Contractor's Protective Liability & Property Damage:

Bodily Injury: Each Occurrence: \$1,000,000

Aggregate: \$2,000,000

Property Damage: Each Occurrence: \$1,000,000

Aggregate: \$2,000,000

Motor Vehicle (including Owner, Hired and Non-Owned Vehicles):

Bodily Injury: Each Occurrence: \$1,000,000

Property Damage: Each Occurrence: \$1,000,000

Combined single limit: \$2,000,000

Thirty (30) days advance written notice of insurance cancellation, non-renewal, reduction and/or material change in coverage, will be provided to the TOWNSHIP. Notice of cancellation, material change or reduction must be attached to the Certificate of Insurance, or otherwise evidenced as in effect under the policy listed.

Bidder must supply all personnel to complete requirements of specifications. All costs are to be stated as requested and are inclusive in the lump sum quote (unless otherwise stated in comments section by bidder).

Based upon a review of submitted information, the Township anticipates awarding a one (1) year contract for services, subject to cancellation pending non-performance.

SELECTION CRITERIA

Selection of the successful bidder shall be based upon:

- Experience
- Record of past performance
- Ability to perform
- Cost

FREQUENCY

Cleanings will be performed two (2) times per week on Wednesday after 5:00 p.m. and completed prior to 6:00 a.m. the following day and on Friday after 5:00 p.m. and completed prior to 6:00 a.m. Monday. Attachment B outlines the frequency of specific tasks at Township Hall. Attachment C contains tasks and common problems related to general maintenance services (Alternate Bid), which will be performed as needed. Contract period runs for one (1) year.

LOCATIONS

1. Township Hall – 4363 Buno Road, Brighton, 48114. (7078 Sq. Ft.)

ATTACHMENTS

Attached to this document is the bid form (“Attachment A”), and a cleaning list for Township Hall (“Attachment B”). The list in Attachment B details what tasks are to be performed twice a week, once a week, monthly, and semiannually at Township Hall. Attachment C is an alternate pricing form for general maintenance services for the Township Hall. It is expected that each bidder will read all of the bid materials, complete the bid forms, and sign all of the attached documents, when required.

ADDENDUM & MITN

Any and all addendum pertaining to this proposal will be posted on the MITN bid system. Before the due date, it is the responsibility of the vendors to check any posted addendum at www.mitn.info.

DUE DATE

Bids are due no later than 2:00 p.m. on January 6, 2016, after which time no further bids will be accepted, and at which time the bids received will be publicly opened and read. All bids must be in a sealed envelope identifying the item being bid as **“Building Cleaning”**.

**ATTACHMENT A
CHARTER TOWNSHIP OF BRIGHTON
PROPOSAL FORM – CLEANING SERVICES**

Company Name: _____

Address: _____

City: _____ ZIP: _____

Office Phone: _____ Fax: _____

Cell Phone: _____ Contact Person: _____

Quoted Prices (See Attachment B before completing):

Township Hall Cleaning (4363 Buno Road)

- Biweekly services: \$ _____
- Weekly services: \$ _____
- **Monthly services:** \$ _____

SUBTOTAL QUOTE PER MONTH (cleaning): \$ _____

ALTERNATE PRICING: Maintenance Services for Township Hall per month.

(See Attachment C before completing) \$ _____

TOTAL QUOTE PER MONTH (all services): \$ _____

Equipment available and/or proposed to be used:

Your comments: _____

Reference:

Company Name: _____

Contact Person: _____

Address: _____

Phone Number: _____

Email Address: _____

Reference:

Company Name: _____

Contact Person: _____

Address: _____

Phone Number: _____

Email Address: _____

Reference:

Company Name: _____

Contact Person: _____

Address: _____

Phone Number: _____

Email Address: _____

Please attach any additional comments or materials that you may have.

NOTE: At least three (3) references are required (preferably from similar size/type organizations).

The Township reserves the right to reject any and all bids, in whole or in part, for reasons deemed to be solely in the best interest of the Township and to waive all informalities in the bidding process. All quotes must remain valid for one from the bid due date. The Township reserves the right to negotiate final terms and conditions, including, but not limited to: length of contract, payment schedule and conditions of cancellation.

I hereby certify that this proposal will meet the specifications as attached.

Signature: _____ Date: _____

ATTACHMENT B

BRIGHTON TOWNSHIP HALL CLEANING SPECIFICATIONS CHECKLIST

Date _____

| TWO (2) NIGHTS PER WEEK | |
|--------------------------------|--|
| | Clean and disinfect drinking fountains |
| | Empty trash receptacles at all entrances / exits |
| | Clean entrance door and lobby glass windows |
| | Empty all wastebaskets; reline as necessary |
| | Clean, disinfect, sanitize and deodorize all toilets, urinals and sinks |
| | Spot clean spills and coffee rings from furniture |
| | Dust all cobwebs from walls, ceilings, vents and other areas |
| | Spot clean walls as needed |
| | Refill all toilet tissue, hand towels and soap dispensers (don't pack paper towels holders too full) |
| | Clean and disinfect all telephones, wall switches, door knobs, elevator buttons and microwaves |
| | Sweep, disinfect and mop all flooring that is not carpeted |
| | Vacuum all carpeted areas including elevator |

| WEEKLY | |
|---------------|---|
| | Clean all furniture in individual offices and vestibule, dusting under chairs, sanitizing armrests and vacuuming upholstery |
| | Clean and dust partition walls |
| | Water plants |
| | Wash and disinfect all restroom partitions |
| | Clean all base and cove moldings and glass partitions |
| | Check chlorination tank to refill with chlorine pellets as necessary |
| | Dust all high and low vertical surfaces including book shelves, doors, file cabinets, tables |
| | Recycling – remove items from green recycling bins and drop off at a recycling center |

| MONTHLY | |
|----------------|---|
| | Wash and polish all desk tops that are cleared of work papers |
| | Detail vacuum all corners and edges of carpeting |
| | Clean all board room furniture |
| | Dust all intake and heat vents |
| | Dust all blinds |

| SEMI-ANNUALLY | |
|----------------------|--|
| | Clean and wash the inside of the refrigerators |

ATTACHMENT C

Alternate Pricing for General Maintenance Services Pricing Sheet

The Township is requesting an alternate bid for general maintenance services for the Township Hall.

“General maintenance services” means all labor and materials necessary to perform the minor preventative and corrective maintenance of the Township Hall, including but not limited to, basic repairs for mechanical systems, simple plumbing issues, carpet cleaning, maintenance of electrical and lighting components and some carpentry/painting work.

Common general maintenance issues include:

- Changing light bulbs
- Straightening crooked shelves
- Tightening loose fixtures
- Patching small holes in drywall
- Using pesticides for minor bug problems
- Fixing issues with blinds
- Assembling and moving furniture/filing units

If the company that shall provide general maintenance services has different contact information than the cleaning services, please attach a sheet providing company name, address, phone, email, and contact person.

The Township will either provide supplies for general maintenance services or reimburse Vendor for supplies (i.e. light bulbs, filters) if necessary. Vendor is expected to provide personnel and equipment (i.e. toolbox) to complete general maintenance services.

ALTERNATE PRICING: Maintenance Services for Township Hall per month.

\$ _____ (Include this number in Attachment A)

The Township reserves the right to reject any and all bids, in whole or in part, for reasons deemed to be solely in the best interest of the Township and to waive all informalities in the bidding process. The Township reserves the right to negotiate final terms and conditions, including, but not limited to: length of contract, payment schedule and conditions of cancellation.

I hereby certify that this proposal will meet the specifications in this attachment.

Signature: _____ Date: _____

Addendum #1
Charter Township of Brighton
Building Cleaning Services RFP 15-08

Clarification #1

On page 3 of the RFP, it states that the square footage of the Township Hall is 7078 Sq. Ft. That number reflects the *land area* of the Township Hall.

The *floor area* of the Township Hall is 14,312 Sq. Ft. That number includes both the upper and lower floors of the Township Hall.

Clarification #2

On page 1 of the RFP it states, “The Contractor will provide cleaning supplies and equipment.” Cleaning supplies refers to items such as Windex, TB cleaner, general cleaner, cleaning rags, mop heads, etc. Items such as toilet paper, paper towels and hand soap will be provided by the Township.

ATTACHMENT A
CHARTER TOWNSHIP OF BRIGHTON
PROPOSAL FORM - CLEANING SERVICES

Company Name: Angel Cleaning Company LLC
Address: 2443 Draper Ave
City: Ypsilanti, MI ZIP: 48197
Office Phone: 248-238-6556 Fax: 734-961-7678
Cell Phone: 248-238-6556 Contact Person: Festime Prema

Quoted Prices (See Attachment B before completing):

Township Hall Cleaning (4363 Buno Road)

- Biweekly services: \$ 288.00
- Weekly services: \$ 144.00
- Monthly services: \$ 624.00

SUBTOTAL QUOTE PER MONTH (cleaning): \$ 624.00

ALTERNATE PRICING: Maintenance Services for Township Hall per month.

(See Attachment C before completing) \$ 200.00

TOTAL QUOTE PER MONTH (all services): \$ 824.00

Equipment available and/or proposed to be used:

Backpack Vacuum, Mop Bucket, Buffing Machine,
Floor Machines for strip & waxing, Carpet Cleaning Machine

Your comments: We will spend 4 hr every hr cleaning
\$ 13.00 per hour.

Reference:

Company Name: City of Plymouth
Contact Person: Tom Alexandri's
Address: 201 Main Street, Plymouth, MI,
Phone Number: 734-453-1234 ext 201
Email Address: aa.alexandri@ci.plymouth.mi.us

Reference:

Company Name: DP Works, city of Farmington Hills
Contact Person: Kevin P McCarthy
Address: 27245 Halsted, Farmington Hills, MI 48331
Phone Number: 248-871-2858
Email Address: kmccarthy@fh.gov.com

Reference:

Company Name: Jewish Community Center of Greater Ann Arbor
Contact Person: Ken Emerson
Address: 2938 Birch Hollow Dr, Ann Arbor, MI 48108
Phone Number: 248-240-3240
Email Address: Kenemerson@jccfed.org.

Please attach any additional comments or materials that you may have.

NOTE: At least three (3) references are required (preferably from similar size/type organizations).

The Township reserves the right to reject any and all bids, in whole or in part, for reasons deemed to be solely in the best interest of the Township and to waive all informalities in the bidding process. All quotes must remain valid for one from the bid due date. The Township reserves the right to negotiate final terms and conditions, including, but not limited to: length of contract, payment schedule and conditions of cancellation.

I hereby certify that this proposal will meet the specifications as attached.

Signature: Festime Preva Date: 01-06-2016

ATTACHMENT C

**Alternate Pricing for General Maintenance Services
Pricing Sheet**

The Township is requesting an alternate bid for general maintenance services for the Township Hall.

“General maintenance services” means all labor and materials necessary to perform the minor preventative and corrective maintenance of the Township Hall, including but not limited to, basic repairs for mechanical systems, simple plumbing issues, carpet cleaning, maintenance of electrical and lighting components and some carpentry/painting work.

Common general maintenance issues include:

- Changing light bulbs
- Straightening crooked shelves
- Tightening loose fixtures
- Patching small holes in drywall
- Using pesticides for minor bug problems
- Fixing issues with blinds
- Assembling and moving furniture/filing units

If the company that shall provide general maintenance services has different contact information than the cleaning services, please attach a sheet providing company name, address, phone, email, and contact person.

The Township will either provide supplies for general maintenance services or reimburse Vendor for supplies (i.e. light bulbs, filters) if necessary. Vendor is expected to provide personnel and equipment (i.e. toolbox) to complete general maintenance services.

ALTERNATE PRICING: Maintenance Services for Township Hall per month.

\$ 200.00 (Include this number in Attachment A)

The Township reserves the right to reject any and all bids, in whole or in part, for reasons deemed to be solely in the best interest of the Township and to waive all informalities in the bidding process. The Township reserves the right to negotiate final terms and conditions, including, but not limited to: length of contract, payment schedule and conditions of cancellation.

I hereby certify that this proposal will meet the specifications in this attachment.

Signature: Festine Precy Date: 01-06-2016



CERTIFICATE OF INSURANCE

Scan Code
CERT

FARM BUREAU MUTUAL INSURANCE COMPANY OF MICHIGAN
 FARM BUREAU GENERAL INSURANCE COMPANY OF MICHIGAN
Lansing, Michigan 48909

AMENDED

Name and Address of Certificate Holder:
BRIGHTON TOWNSHIP HALL
ATTN: ZACHARY DYBA
4363 BUNO RD.
BRIGHTON, MI 48114-9298

Named Insured and Address:
ANGEL CLEANING COMPANY LLC
2443 DRAPER AVE.
YPSILANTI, MI 48197

Issue Date: 01/06/2016

This is to certify that the following policy(ies) of insurance has (have) been or will be issued by the Company to the Named Insured. This certificate is not a guarantee that the policy(ies) will remain in effect until its (their) stated expiration date. In the event of cancellation of any of the insurance policies before the expiration date, the Company will endeavor to mail notice of such cancellation to the Certificate Holder designated above at the Certificate Holder's last known address, but failure to mail such notice shall impose no obligation or liability of any kind upon the Company. This certificate is issued as a matter of information only and confers no rights upon the Certificate Holder. This certificate does not amend, extend, or alter the coverage afforded by the policy(ies) of insurance indicated below. The information conveyed in this Certificate of Insurance is only valid for the indicated policy periods. Certificates of Insurance for subsequent policy periods must be requested by the Certificate Holder.

| Type of Insurance | Policy Number | Policy Period | Limits of Liability |
|---|---------------|------------------------------------|---|
| Business Auto Liability <input checked="" type="checkbox"/> Specifically Described Autos (Symbol 7) <input type="checkbox"/> Hired Auto (Symbol 8) <input type="checkbox"/> Non-Owned Auto (Symbol 9) | | Eff. Exp. | Combined Single Limit Each Accident \$ |
| Worker's Disability Compensation | WCC-2935868 | Eff. 03/13/2015 Exp. 03/13/2016 | Coverage A - Statutory Coverage B - Bodily Injury by Accident \$ 500,000 Each Accident (Employer's Liab.) Bodily Injury by Disease \$ 500,000 Each Employee Bodily Injury by Disease \$ 500,000 Policy Limit |
| Comprehensive General Liability or Commercial Package <input type="checkbox"/> Including <input type="checkbox"/> Excluding <input type="checkbox"/> Products-Completed Operations <input type="checkbox"/> Personal Injury and Advertising Injury Liability Coverage is included <input type="checkbox"/> Hired Auto <input type="checkbox"/> Non-Owned Auto <input type="checkbox"/> CERTIFICATE HOLDER is an Additional Insured on the Comprehensive General Liability Policy. <input type="checkbox"/> Excluding: | | Eff. Exp. | Each Occurrence \$ Products Aggregate \$ General Aggregate \$ Medical Payments Limit : |
| Owners and Contractors Protective Liability | | Eff. Exp. | Each Occurrence \$ General Aggregate \$ |
| Products - Completed Operations Liability | | Eff. Exp. | Each Occurrence \$ Products Aggregate \$ |
| Umbrella Liability | | Eff. Exp. | Limit \$ |
| Farmowners Liability Including Products Business Pursuits <input type="checkbox"/> Excluded <input type="checkbox"/> Included | | Eff. Exp. | Limit \$ Type: Describe: |
| Other | | Eff. Exp. | |

x Al Muehali (Signature)
Authorized Signature

4543
Agent Number

(586) 991-5066
Agent Phone Number



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/24/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | | |
|--|--|---|--|
| PRODUCER Ann Arbor Insurance Centre, Inc. 2621 Carpenter Rd Ann Arbor MI 48108 | | CONTACT NAME: Kristine Reed PHONE (A/C, No, Ext): (734) 973-9444 FAX (A/C, No): (734) 973-8318 E-MAIL ADDRESS: kreed@annarborinsurancecentre.com | |
| INSURED ANGEL CLEANING COMPANY LLC 2443 DRAPER AVE YPSILANTI MI 48197 | | INSURER(S) AFFORDING COVERAGE INSURER A: Grange Insurance INSURER B: CNA Surety INSURER C: INSURER D: INSURER E: INSURER F: | |
| | | NAIC # 11136 | |

COVERAGES **CERTIFICATE NUMBER:** CL1542406076 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|---|-----------|----------|---------------|-------------------------|-------------------------|--|
| A | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | | | CT 2017724 | 3/25/2015 | 3/25/2016 | EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Expense constant \$ |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS | | | CT 2017724 | 3/25/2015 | 3/25/2016 | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| | UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ | | | | | | EACH OCCURRENCE \$ AGGREGATE \$ \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N | N/A | | | | <input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$ |
| B | Janitorial Bond | | | 62014168 | 4/25/2015 | 4/25/2016 | \$10,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

| | |
|---|---|
| CERTIFICATE HOLDER For Illustration Purposes Only | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. |
| | AUTHORIZED REPRESENTATIVE |

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AGENDA NOTES

MEETING DATE: February 1, 2016

PERSON PLACING ITEM ON AGENDA: Township Manager

AGENDA TOPIC: Collette Dump Environmental Consulting Contract
– AMEC Environment and Infrastructure

EXPLANATION OF TOPIC: The Township entered into a consent agreement with the Michigan Department of Environmental Quality in early 2009 regarding the Collette Dump. On February 9, 2009, the Township entered into an agreement with BCI Engineers and Scientists to perform ground water and methane monitoring plans as required by the MDEQ. The total monitoring period, per the consent agreement, is for ten (10) years. The original contract with BCI and was extended by Board action on November 15, 2010 and March 4, 2013 for a contract expiring on March 31, 2016. As clarification, in February of 2011, BCI Engineers was acquired by AMEC Environmental and Infrastructures and, since that time, has been serving Brighton Township as AMEC.

AMEC has successfully served Brighton Township with cost savings (e.g. foregoing methane monitoring), developing work plans, implementing the work plans and working with the MDEQ.

Our Environmental Attorney, Charles Barbieri, has reviewed this contract.

SUPPORTING DOCUMENTS:

- Letter from AMEC dated January 6, 2016. Service Fee Estimate.
- Letter from AMEC dated December 11, 2012
- Email from Charles Barbieri – January 12, 2016

POSSIBLE COURSES OF ACTION:

Accept/Not accept the contract with AMEC Environment and Infrastructure

SUGGESTED MOTION: Motion by _____, supported by _____ to approve the three year services fee estimate between Brighton Township and AMEC Environment and Infrastructure for consulting services at the Collette Dump as provided for in the consent agreement between the Charter Township of Brighton and the Michigan Department of Environmental Quality and authorize the Township Supervisor to sign the contract on behalf of Brighton Township.

ROLL CALL VOTE REQUIRED? Yes



January 6, 2016

Mr. Charles E. Barbieri
Foster, Swift, Collins & Smith, P.C.
313 South Washington Square
Lansing, MI 48933

On Behalf of Mr. Brian Vick
Brighton Township
4363 Buno Road
Brighton, MI 48114

RE: Professional Environmental Consulting Services Fee Estimate
Collett Dump Site Three Year Contract Extension
Amec Foster Wheeler Project No. 16890.3

Dear Mr. Barbieri:

As requested, Amec Foster Wheeler Environment & Infrastructure, Inc. (Amec Foster Wheeler) is pleased to submit this Professional Services Fee Estimate related to continued assistance for professional environmental consulting at the Collett Dump Site (CDS) located in Brighton Township, Michigan. The proposed work is required to comply with the Consent Decree, which was entered into between the Township and the Michigan Department of Environmental Quality (MDEQ). This fee estimate covers the required tasks for the next three years, extending from the second quarter of 2016 through the first quarter of 2019.

Amec Foster Wheeler has assisted Brighton Township (Township) with professional consulting services at CDS since early 2009. Amec Foster Wheeler has completed all work on time and within budget since 2009, with all work being approved by the MDEQ. Amec Foster Wheeler has also helped negotiate a reduction of the required landfill gas and groundwater monitoring at the CDS which resulted in the Township saving a significant amount of money since 2009.

The scope of services provided below is based upon current environmental and maintenance requirements at the CDS. Should environmental or maintenance requirements change through MDEQ approval as allowed for in the Consent Decree, Amec Foster Wheeler will provide revised costs to the Township for its consideration at the appropriate time.

Amec Foster Wheeler Environment &
Infrastructure, Inc.
46850 Magellan Drive
Suite 190
Novi, MI 48377

Tel (248) 926-4008
Fax (248) 926-4009

amecfw.com

Scope of Services

To assist Brighton Township with achieving compliance with the Consent Decree, Amec Foster Wheeler will complete the following Scope of Services:

- coordinate residential drinking water sampling activities
- complete required groundwater monitoring
- tabulate and evaluate data generated
- prepare quarterly and annual progress reports
- complete site maintenance activities

Specific details of these tasks are provided below.

Task 1 – Residential Well Sampling

Amec Foster Wheeler will coordinate residential drinking water well sampling activities to be completed by the Livingston County Department of Public Health. We will also review the data generated, provide copies to the Township's legal counsel, and will incorporate the information into the Progress Reports.

Task 2 – Groundwater Monitoring

Amec Foster Wheeler will complete the groundwater sampling surveys required to determine ongoing water quality. The sampling activities currently consist of one semi-annual and one annual groundwater sampling survey to be completed each year in accordance with the MW Project Plan, dated February 24, 2009 and subsequent revisions. In the two quarters that water quality testing is not completed, Amec Foster Wheeler will collect the required static water levels from site monitoring wells. The techniques and protocol outlined in the MW Project Plan will be followed. Table 1, Monitoring Well List, outlines which wells are required to be sampled during each survey and the corresponding laboratory analyses that will be required.

Task 2 work items include the following:

- measure groundwater elevations in site groundwater monitoring wells quarterly
- complete sampling of required groundwater monitoring wells semi-annually and annually
- submit samples for required laboratory analysis
-

- review, tabulate, and analyze data generated following the completion of each respective sampling survey
- prepare and submit groundwater elevation contour maps, tabulated analytical data, and groundwater trend concentration charts to the Township's legal counsel for discussion prior to regulatory submittal

Groundwater samples will be submitted to Brighton Analytical, L.L.C. (BA) of Brighton, Michigan, under chain-of-custody procedures for analysis.

Task 3 – Prepare and Submit Quarterly and Annual Progress Reports

Quarterly progress reports will be prepared and submitted in accordance with the approved schedule outlined in the Consent Decree. The quarterly progress reports will provide details regarding specific activities that have been taken toward achieving compliance with the Consent Decree during each respective quarterly reporting period. Where relevant, information generated from the activities completed, including sampling results and other data, will be included. Issues which affect or hinder the completion of performance activities will also be discussed, along with a presentation of activities proposed for the next quarterly reporting period.

The annual progress report will be prepared and submitted in general accordance with Section 6.7 of the Consent Decree. The annual progress report will provide a summary of response activities completed during each calendar year, including details beyond those included in the Quarterly Progress Reports, along with other matters completed related to the implementation of the Consent Decree. In addition, the groundwater flow direction, groundwater analytical data and trends, and groundwater contaminant migration will be presented and discussed in the annual progress report.

Prior to submittal of each quarterly and annual progress report to the MDEQ, Amec Foster Wheeler will provide drafts of the reports to Brighton Township's legal counsel for review and comment prior to regulatory submittal.

Task 4 – Annual Maintenance Activities

Maintenance activities, as required, following the completion of site due care inspections and site access will continue to be completed. At a minimum, these activities will include:

- quarterly visual inspection of fence and minor repair, as needed
- quarterly visual inspection of soil cover and minor repair, as needed
- quarterly on-site activities related to the cleaning of the site and clearing of brush to allow access for sampling



An annual allowance for these activities is included in Amec Foster Wheeler’s fee estimate. Should additional activities beyond the amount of the allowance be necessary to remain in compliance with the Consent Decree, Amec Foster Wheeler would discuss these activities and provide an estimate of any additional costs for approval prior to completion of the activities.

Fee Estimate

Amec Foster Wheeler has developed a task-based Professional Services Fee Estimate as outlined below.

Amec Foster Wheeler made the following assumptions:

- access to the site (including all wells) is unrestricted and work may be performed at any time
- laboratory analytical costs will be contracted and paid directly by the Township

Amec Foster Wheeler has presented fees covering a three year annual cycle starting with the Second Quarter 2016 activities and running through the First Quarter 2019 activities. This annual cycle corresponds with the Township’s fiscal year. A detailed fee estimate for the first annual cycle associated annual tasks has been presented below. Through efficiencies gained during the ongoing activities Amec Foster Wheeler has been able to hold costs generally consistent with the ongoing activities and current pricing. Amec Foster Wheeler has included an annual 1.5% increase in pricing for the second and third yearly cycles.

Professional Services Annual Fee Estimate Second Quarter 2016 through First Quarter 2019

| | |
|---|-----------------|
| <u>Task 1 – Residential Well Sampling</u> | |
| Professional Services | \$ 460.00 |
| Administrative and Reimbursable Expenses | <u>50.00</u> |
| Annual Estimated Task 1 Fees: | \$ 510.00 |
| | |
| <u>Task 2 - Groundwater Monitoring (Four Events)</u> | |
| Professional Services | \$ 7,285.00 |
| Administrative and Reimbursable Expenses | <u>2,765.00</u> |
| Annual Estimated Task 2 Fees: | \$ 10,050.00 |
| | |
| <u>Task 3 - Quarterly and Annual Progress Reports</u> | |
| Professional Services | \$ 5,035.00 |
| Administrative and Reimbursable Expenses | <u>525.00</u> |
| Annual Estimated Task 3 Fees: | \$ 5,560.00 |



Task 4 - Annual Maintenance Activities

| | |
|--|---------------------|
| Annual Estimated Task 4 Allowance: | \$ 7,700.00 |
| First Contract Year Annual Fee Estimate Subtotal: | \$ 23,820.00 |
| Second Year Annual Estimated Fees: | \$ 24,177.00 |
| Third Year Annual Estimated Fees: | \$ 24,540.00 |
| Total Three Year Contract - Estimated Fees: | \$72,537.00 |
| Estimated Brighton Analytical Fees (1 year total)- Including Drinking Water Wells and Monitoring Well Testing (Paid Directly by the Township): | \$ 3,695.00 |

If the above proposed scope of services and fee estimate meets with your approval, please sign the attached Authorization Form and return to me. Amec Foster Wheeler appreciates our relationship, and the opportunity to assist the Township on this important project and the opportunity to submit this contract extension for consideration.

We look forward to your review of our submittal and to discussing it with you.

Sincerely,

Handwritten signature of Robin S. DeWyre in black ink.

Robin S. DeWyre, CPG
Senior Project Manager

Reviewed and affirmed by:

Handwritten signature of Mike DeLong in black ink.

Mike DeLong
Office Manager

Attachments: Table 1 – Revised Monitoring Well List
Authorization Form
Fee Schedule

Table 1

Revised Monitoring Well List

Collett Dump Site
Brighton Township, Michigan

| Well ID | Frequency | Parameters |
|---------|-------------|------------|
| MW-2 | Annual | VOC |
| MW-6 | Annual | VOC |
| MW-10 | Annual | VOC |
| MW-11 | Annual | VOC |
| MW-14 | Annual | VOC |
| MW-18 | Annual | VOC |
| MW-18DR | Annual | VOC |
| MW-19 | Annual | VOC |
| MW-24 | Annual | VOC |
| MW-25 | Annual | VOC |
| MW-28 | Annual | VOC |
| MW-101S | Annual | VOC |
| MW-101D | Annual | VOC |
| MW-102D | Annual | VOC |
| MW-103S | Annual | VOC |
| MW-103D | Annual | VOC |
| MW-105S | Annual | SWL |
| MW-105M | Annual | SWL |
| MW-105D | Annual | SWL |
| MW-201S | Annual | VOC |
| MW-201D | Annual | VOC |
| MW-202D | Annual | VOC |
| MW-102S | Semi-Annual | VOC |
| MW-202S | Semi-Annual | VOC |
| MW-203S | Semi-Annual | VOC |
| MW-203I | Semi-Annual | VOC |
| MW-EX-1 | Semi-Annual | VOC |
| MW-204S | Semi-Annual | VOC |
| MW-204D | Semi-Annual | VOC |
| MW-205S | Semi-Annual | VOC |
| MW-205D | Semi-Annual | VOC |

Notes:

VOC = Volatile Organic Compounds

Metals = 10 MDEQ Metals

Annual = Completed in July and will includes annual and semi-annual wells

Semi-Annual = Completed in January and will include 9 semi-annual wells

SWL = Static Water Level

[I:\Current Projects\16890 Brighton Township\GW Sampling Plan\2012 Revised GW Table 1.xls](#)



SERVICES AGREEMENT
Time-and-Materials

THIS AGREEMENT (hereinafter referred to as the "Agreement"), effective this 5th day of March 2013, is made by and between AMEC Environment & Infrastructure, Inc. (AMEC), a Nevada corporation, with an address at 46850 Magellan Drive, Suite 190, Novi, Michigan 48377 (hereinafter referred to as "AMEC") and Brighton Township, a municipal corporation, with an address at 4363 Buno Road, Brighton, Michigan 48114 (hereinafter referred to as "CLIENT").

NOW, THEREFORE, in consideration of the mutual undertakings and subject to the terms set forth below and intending to be legally bound, the parties agree as follows:

1. SERVICES: AMEC will perform for CLIENT services (hereinafter referred to as "Services") as described in Exhibit 1, Proposal No. 16890.2 dated December 11, 2012, which is attached to and made a part of this Agreement.

2. COMPENSATION: AMEC will be compensated for its Services on a time-and-materials basis, subject to the maximum amount contained in Exhibit 1, Proposal. Should AMEC or CLIENT expect the total cost of AMEC's performance to be greater than the maximum estimated amount shown in Exhibit 1, AMEC will provide a revised estimate for CLIENT's consideration and approval. In addition to the amount shown in Exhibit 1, CLIENT assumes full responsibility for the payment of any applicable sales, use, or value-added taxes under this Agreement, except as otherwise specified.

Invoices will be submitted at least monthly for Services rendered. Terms of payment are net sixty (60) days from date of invoice with a one and one-half percent (1.5%) per month late fee on balances past due. Interest shall be computed at 61 days from the date of invoice.

Payment will be made to AMEC at:
Remittance Address:
AMEC Environment & Infrastructure, Inc.
24376 Network Place
Chicago, IL 60673-1376

3. STANDARD OF CARE: AMEC and its employees will strive to perform Services in a manner consistent with that level of care and skill ordinarily exercised by other members of AMEC's profession currently practicing in the same locality under similar conditions.

EXCEPT AS OTHERWISE STATED IN THE AGREEMENT, NO OTHER REPRESENTATION, GUARANTEE OR WARRANTY, EXPRESS OR IMPLIED, IS INCLUDED OR INTENDED IN THIS AGREEMENT, OR IN ANY COMMUNICATION (ORAL OR WRITTEN), REPORT, OPINION, DOCUMENT OR INSTRUMENT OF SERVICE.

4. INDEPENDENT CONTRACTOR: AMEC shall be fully independent and shall not act as an agent or employee of CLIENT. AMEC shall be solely responsible for its employees and for their compensation, benefits, contributions, and taxes, if any.

5. INSURANCE: AMEC agrees that it will satisfy the comprehensive general liability insurance requirements of Section 17.7 of the Consent Decree for purposes of CLIENT's compliance with that provision as well as this Section of the Agreement, shall require subcontractors to maintain insurance in compliance with those provisions, shall provide CLIENT with certification or other evidence satisfactory to the CLIENT evidencing maintenance of such insurance and shall include CLIENT and those specified in Section 17.7 of the Consent Decree as additional insured parties. AMEC also shall secure and maintain Workers' Compensation Insurance as required by applicable law, Automobile Liability Insurance for bodily injury and property damages, Professional Liability errors or omissions insurance and contractor pollution liability insurance if it is not part of Professional Liability errors or omissions in amounts and terms required to comply with those that are set forth in MCL 324.20114d(5), shall provide certificates of coverage attesting to those coverages shall include CLIENT as additional insured under the commercial general liability, automobile liability and pollution liability coverages, and shall require any subcontractors it employs for Services to fulfill these same requirements.

6. CHANGES: CLIENT may order changes within the general scope of the Services by altering, adding to, or deleting from the services to be performed. Further, if AMEC believes any subsurface or physical condition at or contiguous to the site is of an unusual nature and differs materially from conditions generally encountered or generally recognized as inherent in the character of Services provided in this Agreement, a change exists. If any such change is noted by AMEC, the parties shall discuss whether any adjustment is required for this Agreement.

7. FORCE MAJEURE: Should performance of Services by AMEC be affected by causes beyond its reasonable control, Force Majeure results. Force Majeure includes but is not restricted to acts of God; acts of a legislative, executive or judicial entity; acts of contractors other than contractors engaged directly by AMEC; fires; floods; labor disturbances; and unusually severe weather. AMEC will not be responsible for Force Majeure or considered in default of performance of its obligations if due to Force Majeure. The parties shall discuss adjustments appropriate to AMEC's performance obligations.

8. INDEMNIFICATION: AMEC agrees that it will defend, indemnify, and hold harmless CLIENT and its employees, agents, and representatives from any and all claims for damages, costs, attorney fees, or other relief of any type or nature, including stipulated penalties alleged against CLIENT under the Consent Decree, to the extent such claims result from a breach of this Agreement or negligent or willful misconduct of AMEC and its employees, agents, or contractors or subcontractors.

CLIENT agrees that it will defend, indemnify and hold harmless AMEC and its employees, agents, and representatives from any and all claims for damages, costs, attorney fees or other relief of any type or nature, to the extent such claims result from a breach of this Agreement or negligent or willful misconduct of CLIENT and its employees, agents, and representatives in connection with work undertaken by it in the Consent Decree which causes or exacerbates contamination or other damage or loss.

The indemnity obligations shall survive the termination of the Agreement, subject only to the expiration of the applicable statute of limitations.

9. RIGHT-OF-ENTRY: Unless otherwise agreed, CLIENT will furnish right-of-entry on the property to make the planned borings, surveys, tests, and/or explorations. AMEC will take reasonable precautions to minimize damage to the property caused by AMEC operations, but have not included in the fee the cost of restoration of damage, which may result. If CLIENT desires to restore the property to its former condition and CLIENT agrees to AMEC'S reasonable recommendation, AMEC will accomplish this and add the costs to the fee.

SAMPLE DISPOSAL AGREEMENT: AMEC reserves the right, unless otherwise requested, to dispose of soil, water, or rock samples within sixty (60) days after submission of the report. Upon written request, AMEC will retain test samples for a mutually acceptable storage charge and period of time.

10. ASSIGNMENT AND SUBCONTRACTING: This Agreement does not create any right or benefit in anyone other than CLIENT and AMEC and shall not be assigned by either party without the prior written approval of the other party. AMEC may, however, subcontract portions of the Services to qualified subcontractors but only with prior approval of CLIENT.

11. TERMINATION: Either party may terminate this Agreement if the other party becomes insolvent, enters bankruptcy, receivership or other like proceeding (voluntary or involuntary) or makes an assignment for the benefit of creditors. Either party may terminate this Agreement at any time, with or without cause, upon ten (10) days prior written notice to the other party. CLIENT shall compensate AMEC for reasonable and necessary costs for all Services performed hereunder through the date of termination.

12. DISPUTE RESOLUTION: Prior to the initiation of any legal proceedings, except in the event of an emergency or possible expiration of a period of limitations or other similar time requirement, the parties to this Agreement agree to discuss all claims, disputes or controversies arising out of or in relation to the interpretation, application, or enforcement of this Agreement informally which must occur within sixty (60) days of notice of a claim, dispute, or controversy. Either party has the right upon the expiration of 60 days or pursuant to the above exceptions to seek relief in a court of competent jurisdiction in Livingston County.

13. WAIVER OF TERMS AND CONDITIONS: The failure of either AMEC or CLIENT in any one or more instances to enforce one or more of the terms or conditions of this Agreement to exercise any right or privilege in this Agreement or the waiver by AMEC or CLIENT of any breach of the terms or conditions of this Agreement shall not be construed as thereafter waiving any such terms, conditions, rights or privileges, and the same shall continue and remain in force and effect as if no such failure to enforce had occurred.

14. SEVERABILITY: Every term or condition of this Agreement is severable from others. Notwithstanding any possible future finding by a duly constituted authority that a particular term or provision is invalid, void, or unenforceable, this Agreement has been made with the clear intention that the validity and enforceability of the remaining parts, terms, and provisions shall not be affected thereby.

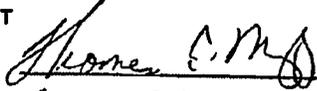
15. GOVERNING LAWS: This Agreement shall be governed and construed in accordance with the laws of the state of Michigan, exclusive of conflict of law principles.

16. **NONDISCRIMINATION AND AFFIRMATIVE ACTION:** AMEC agrees to comply with Executive Order 11246 and the applicable federal regulations pertaining to the nondiscrimination and affirmative action, including the Equal Opportunity Clause, the Affirmative Action Clause for Handicapped Workers, and the Affirmative Action Clause for Disabled Veterans and Veterans of the Vietnam Era. Further, AMEC agrees that its facilities are not segregated.

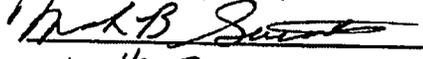
17. **SOLE AGREEMENT OF THE PARTIES:** This Agreement and referenced attachments or Consent Decree constitute the sole and only agreement of the parties hereto for the Services and supersedes any prior understandings or written or oral agreements between the parties respecting the subject matter within it, except this Agreement does not affect obligations that survive the Parties' prior Agreements.

IN WITNESS WHEREOF, CLIENT and AMEC have caused this Agreement to be executed by their respective duly authorized representatives as of the date first set forth above.

CLIENT

By: 
Name: Thomas E. Murphy
Title: Supervisor

AMEC Environment & Infrastructure, Inc.

By: 
Name: Mark Swerman
Title: Principal Hydrogeologist

ATTACHMENT: Exhibit 1, Proposal No. 16890.2 dated December 11, 2012



MICHIGAN FEE SCHEDULE FOR PROFESSIONAL SERVICES

| | <u>Hourly Rate</u> |
|---|------------------------|
| <u>Engineers, Geologists, Scientists, and Technical Specialists*</u> | |
| Principal | \$195 |
| Senior Associate | \$170 |
| Associate | \$155 |
| Project Manager/Senior Professional II/Project Manager | \$140 |
| Senior Professional/Project Manager | \$135 |
| Project Professional II/Project Manager | \$125 |
| Project Professional/Project Manager | \$105 |
| Staff Professional III | \$88 |
| Staff Professional II | \$75 |
| Staff Professional I | \$65 |
| Technical Assistant | \$50 |
| <u>Technical Support</u> | |
| Senior Designer | \$90 |
| Senior CADD/GIS Technician | \$82 |
| CADD/GIS Technician | \$72 |
| Programmer | \$110 |
| GPR Specialist | \$70 |
| Researcher/Coordinator | \$75 |
| Administrative/Clerical | \$58 |
| <u>Construction Inspection/Administration</u> | |
| Resident Inspector | \$90 |
| Construction Inspector | \$80 |
| Senior Lab/Field Technician II | \$68 |
| Senior Lab/Field Technician I | \$61 |
| Lab/Field Technician II | \$51 |
| Lab/Field Technician I | \$44 |
| <u>Expenses</u> | |
| Vehicles | \$1.15 per mile |
| Subcontractors and Reimbursable Expenses | 15% |

* Legal Services - Mediation, Deposition, Court Appearances – hourly rates plus 25%



Exhibit 1

December 11, 2012

Mr. Charles E. Barbieri
Foster, Swift, Collins & Smith, P.C.
313 South Washington Square
Lansing, MI 48933

On Behalf of Brian Vick
Brighton Township
4363 Buno Road
Brighton, MI 48114

RE: Professional Environmental Consulting Services
Collett Dump Site Contract Extension – Fee Estimate
AMEC Project No. 16890.2

Dear Mr. Barbieri:

As requested, AMEC Environment & Infrastructure, Inc. (AMEC) is pleased to submit this professional services fee estimate related to continued assistance for professional environmental consulting at the Collett Dump Site (CDS) located in Brighton Township, Michigan. AMEC has assisted Brighton Township (Township) with professional consulting services at CDS since early 2009. The work is being completed in accordance with the Consent Decree, which was entered into between the Township and the Michigan Department of Environmental Quality (MDEQ).

AMEC has completed all work on time and within budget since 2009, with all work being approved by the MDEQ. AMEC has helped negotiate a reduction of the required landfill gas and groundwater monitoring at the CDS. These reductions will result in the Township saving a significant amount of money over the length of this project.

The Fee Estimate provided below is based upon current environmental and maintenance requirements at the CDS. Should environmental or maintenance requirements change through MDEQ approval as allowed for in the Consent Decree, AMEC will provide revised costs to the Township for its consideration at the appropriate time.

AMEC Environment & Infrastructure, Inc.
46850 Magellan Drive
Suite 190
Novi, MI 48377

Tel (248) 926-4008
Fax (248) 926-4009

amec.com



Scope of Services

To assist Brighton Township to remain in compliance with the Consent Decree, AMEC will complete the following Scope of Services:

- coordinate semi-annual residential drinking water sampling activities
- complete required groundwater monitoring
- tabulate and evaluate data generated
- prepare quarterly and annual progress reports
- complete site maintenance activities

Specific details of these tasks are provided below.

Task 1 – Residential Well Sampling

AMEC will coordinate semi-annual residential well sampling activities to be completed by the Livingston County Department of Public Health. AMEC will review the data generated, will provide copies to the Township's legal counsel and will incorporate the information into the Progress Reports.

Task 2 – Groundwater Monitoring

AMEC will complete the groundwater sampling surveys required to determine water quality. The sampling activities will consist of one semi-annual and one annual groundwater sampling surveys to be completed in accordance with the MW Project Plan, dated February 24, 2009 and subsequent revisions. In the two quarters that water quality testing is not completed, AMEC will collect the required static water levels from site monitoring wells. The techniques and protocol outlined in the MW Project Plan will be followed. Table 1, Monitoring Well List, outlines which wells are required to be sampled during each survey and the corresponding laboratory analyses that will be required.

Task 2 work items include the following:

- measure groundwater elevations in site groundwater monitoring wells quarterly and complete sampling of required groundwater monitoring wells semi-annually and annually
- submit samples for required laboratory analysis
- review, tabulate, and analyze data generated following the completion of each respective sampling survey
- prepare and submit groundwater elevation contour maps, tabulated analytical data, and groundwater trend concentration charts to the Township's legal counsel for discussion prior to regulatory submittal



Groundwater samples will be submitted to Brighton Analytical, L.L.C. (BA) of Brighton, Michigan, under chain-of-custody procedures for analysis.

Task 3 – Prepare and Submit Quarterly and Annual Progress Reports

Quarterly progress reports will be prepared and submitted in accordance with the approved schedule outlined in the Consent Decree. The quarterly progress reports will provide details regarding specific activities that have been taken toward achieving compliance with the Consent Decree during each respective quarterly reporting period. Where relevant, information generated from the activities completed, including sampling results and other data, will be included. Issues which affect or hinder the completion of performance activities will also be discussed, along with a presentation of activities proposed for the next quarterly reporting period.

The annual progress report will be prepared and submitted in general accordance with Section 6.7 of the Consent Decree. The annual progress report will provide a summary of response activities completed during each calendar year, including details beyond those included in the Quarterly Progress Reports, along with other matters completed related to the implementation of the Consent Decree. In addition, the groundwater flow direction, groundwater analytical data and trends, and groundwater contaminant migration will be presented and discussed.

Prior to submittal of each quarterly and annual progress report to the MDEQ, AMEC will provide the data to Brighton Township's legal counsel and will discuss the data as needed. In addition, reports will be provided to legal counsel for review and comment prior to regulatory submittal.

Task 4 – Annual Maintenance Activities

Maintenance activities, as required, following the completion of site due care inspections and site access will continue to be completed. At a minimum, these activities will include:

- quarterly visual inspection of fence and repair, as needed
- quarterly visual inspection of soil cover and repair, as needed
- quarterly on-site activities related to the cleaning of the site and clearing of brush and downed trees to allow access for sampling

An annual allowance for these activities is included in AMEC's fee estimate.

Fee Estimate

AMEC has developed a task-based Fee Estimate as outlined below.

AMEC made the following assumptions in the preparation of this professional Fee Estimate:



- access to the site (including all wells) is unrestricted and work may be performed at any time
- laboratory analytical costs will be contracted and paid directly by the Township

AMEC has presented fees covering a three year annual cycle starting with the Second Quarter 2013 activities and running through the First Quarter 2016 activities. This corresponds with the Township's fiscal year. AMEC has presented a detailed fee estimate for the first annual cycle associated annual tasks. AMEC has not included an annual increase and will hold costs consistent for each yearly cycle. The costs presented are also consistent with the ongoing activities and current pricing. It should be noted that if additional "subcontracted services" are needed, AMEC will coordinate these services but the service provider will be contracted directly with the Township. This will, in effect, save the Township our standard subcontractor mark-up fees.

Professional Services Annual Fee Estimate Second Quarter 2013 through First Quarter 2014 (First Contract Year)

| | |
|--|---------------------|
| <u>Task 1 – Residential Well Sampling (2 Events)</u> | |
| Professional Services | \$ 440.00 |
| Administrative and Reimbursable Expenses | <u>50.00</u> |
| Annual Estimated Task 1 Fees: | \$ 490.00 |
| | |
| <u>Task 2 - Groundwater Monitoring (Four Events)</u> | |
| Professional Services | \$ 6,785.00 |
| Administrative and Reimbursable Expenses | <u>2,895.00</u> |
| Annual Estimated Task 2 Fees: | \$ 9,680.00 |
| | |
| <u>Task 3 - Quarterly and Annual Progress Reports</u> | |
| Professional Services | \$ 4,640.00 |
| Administrative and Reimbursable Expenses | <u>730.00</u> |
| Annual Estimated Task 3 Fees: | \$ 5,370.00 |
| | |
| <u>Task 4 - Annual Maintenance Activities</u> | |
| Annual Estimated Task 4 Allowance: | \$ 7,700.00 |
| | |
| First Contract Year Annual Fee Estimate Subtotal: | \$ 23,240.00 |
| | |
| Second Year Annual Estimated Fees: | \$ 23,240.00 |
| | |
| Third Year Annual Estimated Fees: | \$ 23,240.00 |
| | |
| Total AMEC Three Year Contract - Estimated Fees: | \$ 69,720.00 |
| | |
| Estimated Annual Brighton Analytical Fees: | \$ 3,375.00 |



AMEC's Specific Project Contract for Professional Services and Fee Schedule are attached and made part of this proposal. If the attached contract meets with your approval, please sign both copies in the space provided, and return both copies to me in the envelope provided. Upon receipt of the contracts from you, I will return a fully executed copy of the contract to you for your records.

AMEC appreciates our relationship with, and the opportunity to assist, the Township on this important project and the opportunity to submit this contract extension.

We look forward to your review of our submittal and to discussing it with you.

Sincerely,

Robin S. DeWyre, CPG
Senior Project Manager

Mark B. Sweatman, CPG
Principal Hydrogeologist

Reviewed and affirmed by:

Mike DeLong
Office Manager

Attachments: Table 1 – Revised Monitoring Well List
Contract (two copies)
Fee Schedule

I:\Current Projects\16890 Brighton Township\Proposals & Contracts\2013 Budget Contract\16890.2 Fee Estimate.doc

Manager

From: Barbieri, Charles <CBarbieri@fosterswift.com>
Sent: Tuesday, January 12, 2016 4:09 PM
To: Manager
Subject: FW: Amec - Brighton Twp. Contract Extension
Attachments: Amec - Contract Extension.pdf; 12-11-12 Letter from AMEC to CEB.PDF

Follow Up Flag: Follow up
Flag Status: Flagged

Confidential and Privileged
1-12-16

Brian, I am passing on a proposal from AMEC to perform its ongoing testing and consulting services for the remaining three years under the Consent Decree with the MDEQ. See first attachment. I believe that the proposal is largely built on the existing agreement and its terms. There does appear to be some proposed increase for each of the remaining years. I am told by Rob DeWyre that the proposed increases are in the range of approximately 1.5 percent annually. I do not recall that the previous proposals provided for any increases in charges. See second attachment. Some of the billing will depend on work that is actually required and performed. We generally have realized some savings from the estimates that have been submitted. Review and advise. Also, I would be happy to provide an update to the board in the near future if that would be useful. Chuck

Charles E. Barbieri
Attorney
Foster Swift Collins & Smith PC
313 South Washington Square
Lansing, MI 48933-2193
Phone: 517.371.8155
Fax: 517.367.7155
cbarbieri@fosterswift.com
www.fosterswift.com

FOSTER SWIFT
FOSTER SWIFT COLLINS & SMITH PC ATTORNEYS

 Please consider the environment before printing this email.

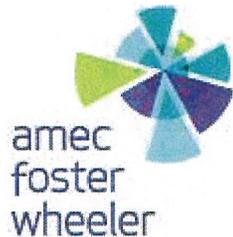
From: Dewyre, Robin [<mailto:robin.dewyre@amecfw.com>]
Sent: Wednesday, January 06, 2016 9:35 AM
To: Barbieri, Charles
Subject: Amec - Brighton Twp. Contract Extension

Good Morning Chuck. As requested, I have attached the Professional Services Fee Estimate for the three year contract extension for our work at the Collett Dump Site for Brighton Township. Please review and provide any comments or questions you may have. I can work with you on any suggested changes. Also, please keep me informed if you forward this along to the Township. If needed, I can meet with you, or the Township to review the proposal and our ongoing work.

Thank you. Rob

Robin S. DeWyre, CPG

Senior Project Manager/Associate Geologist
AMEC Foster Wheeler
Environment & Infrastructure
46850 Magellan Drive, Suite 190
Novi, Michigan 48377, USA
Direct Dial - (248) 313-3687
Mobile - (517) 404-0586
Email - robin.dewyre@amecfw.com
Website - amecfw.com



This message is the property of Amec Foster Wheeler plc and/or its subsidiaries and/or affiliates and is intended only for the named recipient(s). Its contents (including any attachments) may be confidential, legally privileged or otherwise protected from disclosure by law. Unauthorised use, copying, distribution or disclosure of any of it may be unlawful and is strictly prohibited. We assume no responsibility to persons other than the intended named recipient(s) and do not accept liability for any errors or omissions which are a result of email transmission. If you have received this message in error, please notify us immediately by reply email to the sender and confirm that the original message and any attachments and copies have been destroyed and deleted from your system. This disclaimer applies to any and all messages originating from us and set out above. If you do not wish to receive future unsolicited commercial electronic messages from us, **please forward this email to: unsubscribe@amecfw.com and include "Unsubscribe" in the subject line.** If applicable, you will continue to receive invoices, project communications and similar factual, non-commercial electronic communications.

Please click <http://amecfw.com/email-disclaimer> for notices and company information in relation to emails originating in the UK, Italy or France.

DISCLAIMER/CONFIDENTIALITY: This communication, along with any documents, files or attachments, is intended only for the use of the addressee and may contain legally privileged and confidential information. Any document attached is a legal document and should not be changed or altered without the knowledge and approval of legal counsel. The sender takes no responsibility for any alterations, additions, revisions or deletions to any such document. Due to software and printer variations, documents printed at the recipient's location may vary from the original printed document.

AGENDA NOTES

MEETING DATE: February 1, 2016

PERSON PLACING ITEM ON AGENDA: Township Manager

AGENDA TOPIC: I.T. Support Service Contract

EXPLANATION OF TOPIC:

Since 2003, Brighton Township has worked with IT Right for computer support services. In 2014 IT Right began operating under a capped service contract. This arrangement provides the Township with unlimited phone assistance, maintenance, and on-site support services for the year. Over the past two years this arrangement has worked to the satisfaction of both parties.

IT Right is willing to keep their annual rate of \$7,500 the same for 2016-17. The terms and conditions are the same as well.

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- Proposal from IT Right.
- IT Right Service Contract.

RECOMMENDATION: It is the recommendation of the Township Manager that the Township Board approve the I.T. support service contract with I.T. Right in an amount of \$7,500.

SUGGESTED MOTION: Motion by _____, supported by _____ to approve the I.T. support service contract with I.T. Right in an amount of \$7,500 for the period April 8, 2016 through April 7, 2017.

ROLL CALL VOTE REQUIRED? Yes.

This Agreement is made effective as of _____, by and between Charter Township of Brighton, 4363 Buno Road, Brighton MI 48114 and I.T. Right of 5815 East Clark Road, Bath Michigan 48808.

In this Agreement, the party who is contracting to receive services shall be referred to as "The Client", and the party who will be providing the services shall be referred to as "I.T. RIGHT". I.T. RIGHT has a background in Computer technology and is willing to provide services to The Client based on this background. The Client desires to have services provided by I.T. RIGHT.

Therefore, the parties agree as follows:

1. DESCRIPTION OF SERVICES. Beginning on _____ I.T. RIGHT will provide the following services (collectively, the "Services"): Repair and maintenance of computer equipment and the computer network. This includes the existing computers (including computers scheduled for purchase in FY16-17) and related network equipment within the client's office and the Wastewater treatment plant.

2. SERVICES NOT COVERED. I.T. Right reserves the right to charge an hourly rate (\$100/hr. preferred reduced rate) for labor related to the design and implementation of new equipment/technologies. Client will be notified ahead of time of any extra charges involved before the work is started. Client will be responsible for the purchase of any hardware or software items. Replacement of Servers, and Wiring services are considered new technology, are not covered under this contract and will be billed separately.

3. PAYMENT. The Client will pay a fee to I.T. RIGHT for the Services in the amount of **\$7,500.00**. This fee is to be paid quarterly unless otherwise notated in this document. The client has the option to break up this payment into monthly installments, quarterly, or biannually. Payment should be submitted in accordance with Township Policy.

4. PERFORMANCE OF SERVICES. I.T. RIGHT shall determine the manner in which the Services are to be performed and the specific hours to be worked by I.T. RIGHT. The Client will rely on I.T. RIGHT to work as many hours as may be reasonably necessary to fulfill I.T. RIGHT's obligations under this Agreement.

5. THIS SECTION INTENTIONALLY LEFT BLANK.

6. NEW PROJECT APPROVAL. I.T. RIGHT and The Client recognize that I.T. RIGHT's Services will include working on various projects for The Client. I.T. RIGHT shall obtain the approval of The Client prior to the commencement of a new project.

7. TERM/TERMINATION. This Agreement shall be effective for a period of 1 year. Either party reserves the right to terminate this contract at any time provided 30 days' written notice is given. The remaining time will be prorated and paid to the client. If The Client terminates the contract prior to its expiration, and The Client has paid the contract in full, I.T. Right shall reimburse The Client for the unearned portion of the fee through the date of termination, this fee to be payable within 10 days of termination.

9. NOTICES. All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

Service contract:

IF for The Client:

Charter Township of Brighton
4363 Buno Road
Brighton, MI 48114

IF for I.T. RIGHT:

I.T. Right
Dan Eggleston
5815 East Clark Road Suite G
Bath Michigan 48808

Either party may change such address from time to time, by providing written notice to the other in the manner set forth above.

10. ENTIRE AGREEMENT. This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties.

11. AMENDMENT. This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.

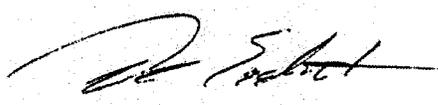
12. APPLICABLE LAW. The laws of the State of Michigan shall govern this Agreement.

Party receiving services: Charter Township of Brighton

Accepted By: _____

Title: _____

Party providing services: I.T. Right

Proposed By 

Dan Eggleston, Director of Information Technology

I.T. RIGHT

**Information Technology Solutions that
Work for Local Government**

I.T. RIGHT

CONTACT US TODAY

517-318-0350

WWW.ITRIGHT.COM

ALSO ASK ABOUT...

ONLINE BACKUP

WEBSITE SERVICES

EMAIL HOSTING

DOCUMENT LOOKUP

PHONE SYSTEMS

About IT Right

-Founded in 1998

-Michigan Based Company

-Specializes in Local

Government

-Over 300 Local Gov. Customers

-Microsoft Gold Certified Partner

-Toll Free Remote Support

Network Support and Service

A service contract with our company covers all network consulting services for a full calendar year. Many of our clients use this to help control the cost of network maintenance and support.



Please contact our office today for a free onsite network consultation and service contract quote by one of our qualified technicians.

What Does A Service Contract Cover?

- All labor related to computer or network repair including maintenance and troubleshooting for the computer equipment in your office.
- Troubleshooting equipment in your office related to your network such as printers, faxes, and label printers.
- Assistance in making hardware purchasing decisions: including recommending specifications for your needs and building quotes for equipment.

What It Does Not Cover

- Hardware and software purchases.
- Wiring services requiring new wire drops
- Network Expansions

Microsoft
GOLD CERTIFIED
Partner

BS&A SOFTWARE
EQUALIZER SOFTWARE SYSTEMS
AUTHORIZED NETWORK CONSULTANT

I.T. RIGHT Service Contract

Page 1

This Agreement is made effective as of April 8, 2015, by and between Charter Township of Brighton, 4363 Buno Road, Brighton MI 48114 and I.T. Right of 5815 East Clark Road, Bath Michigan 48808.

In this Agreement, the party who is contracting to receive services shall be referred to as "The Client", and the party who will be providing the services shall be referred to as "I.T. RIGHT". I.T. RIGHT has a background in Computer technology and is willing to provide services to The Client based on this background. The Client desires to have services provided by I.T. RIGHT.

Therefore, the parties agree as follows:

1. **DESCRIPTION OF SERVICES.** Beginning on April 8, 15 I.T. RIGHT will provide the following services (collectively, the "Services"): Repair and maintenance of computer equipment and the computer network. This includes the existing computers (including computers scheduled for purchase in FY15-16) and related network equipment within the client's office and the Wastewater treatment plant.
2. **SERVICES NOT COVERED.** I.T. Right reserves the right to charge an hourly rate (\$100/hr. preferred reduced rate) for labor related to the design and implementation of new equipment/technologies. Client will be notified ahead of time of any extra charges involved before the work is started. Client will be responsible for the purchase of any hardware or software items. Replacement of Servers, and Wiring services are considered new technology, are not covered under this contract and will be billed separately.
3. **PAYMENT.** The Client will pay a fee to I.T. RIGHT for the Services in the amount of ~~\$7,500.00~~. This fee shall be payable within 30 days unless otherwise notated in this document. The client has the option to break up this payment into monthly installments, ~~quarterly~~, or biannually. Payment should be submitted in accordance with Township Policy.
4. **PERFORMANCE OF SERVICES.** I.T. RIGHT shall determine the manner in which the Services are to be performed and the specific hours to be worked by I.T. RIGHT. The Client will rely on I.T. RIGHT to work as many hours as may be reasonably necessary to fulfill I.T. RIGHT's obligations under this Agreement.
5. **THIS SECTION INTENTIONALLY LEFT BLANK.**
6. **NEW PROJECT APPROVAL.** I.T. RIGHT and The Client recognize that I.T. RIGHT's Services will include working on various projects for The Client. I.T. RIGHT shall obtain the approval of The Client prior to the commencement of a new project.
7. **TERM/TERMINATION.** This Agreement shall be effective for a period of 1 year. Either party reserves the right to terminate this contract at any time provided 30 days' written notice is given. The remaining time will be prorated and paid to the client.
8. **EMPLOYEES.** I.T. RIGHT's employees, if any, who perform services for The Client under this Agreement shall also be bound by the provisions of this Agreement.

101-299-804-000
42618

I.T. RIGHT Service Contract

Page 2

9. NOTICES. All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:
Service contract:

IF for The Client:

Charter Township of Brighton
4363 Buno Road
Brighton, MI 48114

IF for I.T. RIGHT:

I.T. Right
Dan Eggleston
5815 East Clark Road Suite G
Bath Michigan 48808

Either party may change such address from time to time, by providing written notice to the other in the manner set forth above.

10. ENTIRE AGREEMENT. This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties.

11. AMENDMENT. This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.

12. APPLICABLE LAW. The laws of the State of Michigan shall govern this Agreement.

Party receiving services: Charter Township of Brighton

Accepted By: _____

Title: _____

Party providing services: I.T. Right

Proposed By _____

Dan Eggleston, Director of Information Technology

AGENDA NOTES

MEETING DATE: February 1, 2016

PERSON PLACING ITEM ON AGENDA: Assistant to the Township Manager

AGENDA TOPIC: Dust Control – Michigan Chloride Sales Proposal

EXPLANATION OF TOPIC: Brighton Township has historically worked with the Livingston County Road Commission toward the annual application of mineral well brine on dirt roads as part of the dust control program. The Township has a long history of purchasing mineral well brine from Michigan Chloride Sales which speaks to the satisfaction with the quality of the product and service that they have provided.

The 2016 prices that are quoted to Brighton Township are at the same rate they have been for the past four years. I have included the competitive bid results from LCRC when they went through the bid process in 2012.

The exact quantity applied is contingent upon road conditions. Typically three applications are made each year. In the current fiscal year, the Township has spent \$45,179. This expenditure is budgeted in General Fund Roads - Dust Control line item (101.446.822.000).

MATERIALS ATTACHED AS SUPPORTING DOCUMENTS:

- Michigan Chloride Sales Proposal for 2016
- 2012 LCRC Bid Results
- 2012 LCRC Resolution of Approval

POSSIBLE COURSES OF ACTION: Accept/not accept the proposal from Michigan Chloride Sales for the supply and application of mineral well brine.

RECOMMENDATION: Accept the proposal from Michigan Chloride Sales for the supply and application of mineral well brine.

SUGGESTED MOTION:

Motion by _____, supported by _____ to accept the proposal from Michigan Chloride Sales for the supply and application of mineral well brine.

ROLL CALL VOTE REQUIRED? Yes

402 W. Jackson Road
St. Louis, Michigan 48880



Phone 1-800-286-7312
Phone 989-681-3221
FAX 989-681-3574
www.michiganchloride.com

MICHIGAN CHLORIDE SALES, LLC

"The Dust Masters"
"The De-Ice Masters"

RECEIVED

JAN 25 2016

CLERK'S OFFICE

Thomas Murphy, Supervisor
Brighton Charter, Township
4363 Buno Rd.
Brighton, MI. 48114-9269

January 22, 2016

Thomas:

Michigan Chloride Sales is pleased to offer you prices for the 2016 dust control season, which will be the same as 2015 we have not raised the prices of \$0.1695 per gallon.

Mineral Well Brine delivered and applied in 9500 gallon truckloads.

Continuous Application\$0.1695/gallon.

DISCOUNT PERIODS: 2015

March 30th to May 8th\$0.1545/gallon
July 6th to July 24th\$0.1595/gallon
Sept 7th to Oct 16th\$0.1595/gallon

Terms: 1% 10 Days, Net 30 Days.

We have appreciated our relationship through the years and look forward to continuing as your Dust Palliative supplier in 2016 and future years.

If you have any question please feel free to contact us, 1-800-286-7312 or e-mail me at bharkness@michiganchloride.com Visit our web-site www.michiganchloride.com

Best Regards.

Brad Harkness
Sales & Operations

2012 Natural Mineral Well Brine Bid Tabulation

February 1, 2012

| Company | | |
|-------------------------------|------------------------|------------------|
| | Continuous Application | Spot Application |
| Michigan Chloride Sales, LLC | \$0.1695 | \$0.1995 |
| MBH Marketing, LLC | \$0.1697 | \$0.1697 |
| Advanced Dust Control | \$0.1775 | \$0.1975 |
| Liquid Calcium Chloride Sales | \$0.2120 | \$0.2140 |

RESOLUTION OF THE
BOARD OF COUNTY ROAD
COMMISSIONERS OF THE
COUNTY OF LIVINGSTON

NUMBER: 1202-007

DATE: February 9, 2012

Resolution for the Approval of the 2012 Bid Award for Natural Mineral Well Brine

- WHEREAS,** The Board of County Road Commissioners of the County of Livingston annually receives bid proposals for natural mineral well brine, and
- WHEREAS,** Staff has solicited bid proposals for natural mineral well brine that were opened and read aloud on February 1, 2012, and
- WHEREAS,** Staff has evaluated these bid proposals and the prior performance and service quality of the vendors and is recommending that Michigan Chloride Sales, LLC be awarded the bid for natural mineral well brine, now therefore be it
- RESOLVED,** That the Board of County Road Commissioners of the County of Livingston hereby awards the 2012 bid for natural mineral well brine to Michigan Chloride Sales, LLC, and be it further
- RESOLVED,** That staff is authorized to purchase the required quantity of natural mineral well brine from the aforementioned vendor.

MOVED:
SUPPORTED:
AYES:
NAYS:

I hereby certify this to be a true copy of a resolution made and adopted by the Board of County Road Commissioners of the County of Livingston.

Michael Craine, Managing Director

MINUTES
LIVINGSTON COMMUNITY WATER AUTHORITY
DECEMBER 16, 2015
REGULAR MEETING
2:00 P.M.
GREEN OAK CHARTER TOWNSHIP HALL
10001 SILVER LAKE ROAD
BRIGHTON, MI 48116

M. St. Charles called the meeting to order at 2:00 P.M. The Pledge was recited.
Present: A. Bollin, L. Weaire (Charter Township of Brighton); M. St. Charles, R. Everett (Green Oak Charter Township); P. Hohl, B. Hahn (Hamburg Township); S. Willet, non-voting member (Livingston Water Company)
Absent: None

CALL TO THE PUBLIC
None

APPROVAL OF AGENDA
P. Hohl moved and L. Weaire seconded **to approve the agenda as presented.**
Motion carried.

APPROVAL OF MINUTES
L. Weaire moved and P. Hohl seconded **to approve the November 18, 2015 regular meeting minutes as presented.**
Motion carried.

DECEMBER 18, 2015 CHECK REGISTER / BILLS / November 30, 2015 CASH BALANCE OF FUNDS & PLAN ESCROW
Discussion included request for check memos to reference LCWA action as applicable.
P. Hohl moved and R. Everett seconded **to approve the check register dated December 16, 2015 and receive and file the November 30, 2015 Cash Balance of Funds & Plan Escrow Statement as presented.**
Motion carried.

2016 MEETING DATES
P. Hohl moved and L. Weaire seconded **to adopt the 2016 meeting schedule as presented and to direct the scheduled dates be posted.**
Motion carried.

POSSIBLE COMPUTER & SOFTWARE UPGRADES
M. St. Charles provided status of current computer hardware and software including that some of the software was no longer supported and current software would require a hardware upgrade.
P. Hohl moved and R. Everett seconded **to authorize the Chairperson to purchase a computer and software as economically as possible considering post-Christmas sales.**
Motion carried.

DISCUSSION REGARDING MASTER OPERATING (MOA) COMMITMENTS
B. Vick, Brighton Township Manager, referenced the recent invoice and asked if there was a due date or timeline as he was anticipating it to be a FY'2016-17 budget item. Discussion also included why Project 1 completed in 2007 had not be included on the spreadsheet as previously approved for inclusion (spreadsheet will be updated and redistributed with that number included) and clarification on proceeding with Filters 7 & 8.

P. Hohl moved and R. Everett seconded **for member communities to pay the 12/8/2015 invoice no later than 4/15/2016.**

Motion carried.

OPERATORS REPORT

P. Hohl moved and R. Everett seconded to receive and file the November 2015 written report included in the packet and to post the water testing results to the website.

Motion carried.

CHAIRPERSON'S REPORT

MMRMA renewal in January 2016; Harley escrow account has been finalized; Legacy site plan moving forward; recent FOIA request; and water quality comparison.

TOWNSHIP REPRESENTATIVES REPORT

Hamburg Township – P. Hohl stated Hamburg will be amending their tap in fee schedule and will submit to LCWA in January.

ADJOURNMENT

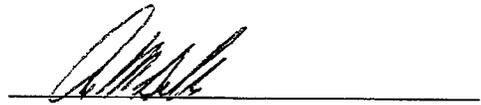
P. Hohl moved and L. Weaire seconded to **adjourn at 2:49 P.M.**

Motion carried.

Respectfully submitted,



Mark St. Charles, Chairperson



Ann M. Bollin, CMC, CMMC, Secretary

MINUTES

CHARTER TOWNSHIP OF BRIGHTON
PLANNING COMMISSION
4363 BUNO ROAD
BRIGHTON, MI 48114

OCTOBER 12, 2015
REGULAR MEETING
7:00 P.M.
(810) 229.0562

Chairman S. Holden called the meeting to order at 7:00 P.M. The Pledge of Allegiance was said.
Present: R. Doughty, M. Slaton, J. Stinedurf, G. Unruh, S. Holden, G. Mitsopoulos
Absent: L. Herzinger

CALL TO THE PUBLIC
None.

AGENDA
G. Mitsopoulos moved and G. Unruh seconded to approve the agenda as presented.
Motion carried.

MINUTES
G. Mitsopoulos moved and R. Doughty seconded to approve the minutes of the September 14, 2015 regular meeting as presented.
Motion carried.

PRESENTATION OF AWARD TO ROBERT PADGET
The Planning Commission presented Mr. Padget with an award for outstanding service to Planning Commission and Zoning Board of Appeals.

PUBLIC HEARING FOR SLUP # 15/04 FOR BRIGHTON CHRYSLER; ADDRESS: 9827 E. GRAND RIVER; TAX ID #'S: 12-32-106-003 AND 004; OWNER: PDR, LLC; APPLICANT: CONSTRUCTION UNLIMITED, INC.; ZONING: B-2 (GENERAL BUSINESS) AND B-3 (SPECIAL BUSINESS)

Applicant Representatives Mark Frego, Construction Unlimited, and Tim Zimmer, Livingston Engineering, were in attendance. Mr. Zimmer explained that the existing new car dealership showroom will be expanded and the current facade upgraded to meet Fiat-Chrysler's requirements. Additionally, the westerly driveway will be widened and the two (2) other driveways will be removed and the fifteen (15) space parking lot to the west of the new car dealership building will be repurposed for customer parking. It was stated that the facade upgrade is mainly glass and aluminum paneling with a grey tone. K. Mathews, Township Planner, reviewed her special land use permit (SLUP) letter dated October 8, 2015. Jacob Rushlow, Township Engineer, reviewed the portion of his letter dated October 2, 2015 relating to the special land use permit.

PUBLIC HEARING
The public hearing opened at 7:15 p.m.
No comments.
The public hearing closed at 7:15 p.m.

G. Mitsopoulos moved and G. Unruh seconded to approve SLUP # 15/04 for Brighton Chrysler; Address: 9827 E. Grand River; Tax ID #'s: 12-32-106-003 and 004; Owner: PDR, LLC; Applicant: Construction Unlimited, Inc.; Zoning: B-2 (General Business) and B-3 (Special Business) contingent upon the Preliminary Site Plan being approved.
Motion carried.

PRELIMINARY SITE PLAN SP # 15/10 FOR BRIGHTON CHRYSLER; ADDRESS: 9827 E. GRAND RIVER; TAX ID#'S: 12-32-106-003 AND 004; OWNER: PDR, LLC; APPLICANT: CONSTRUCTION UNLIMITED, INC.; ZONING: B-2 (GENERAL BUSINESS) AND B-3 (SPECIAL BUSINESS)

K. Mathews, Township Planner, reviewed her October 8, 2015 site plan review letter; Jacob Rushlow, Township Engineer, reviewed his October 2, 2015 letter regarding the site plan and stated that items 1-3 of had been resolved. The Fire Department's letter dated October 2, 2015 was read into the record.

The Planning Commission had a lengthy discussion on the facade, adding landscaping in the rear of the site to screen neighbors in the Weber and Leland area, and there should be no lighting spill-over into the neighborhood. Discussion also included the Applicant must provide documentation on the proposed materials required by Fiat-Chrysler and samples should be submitted. The number of parking spaces in regards to the outdoor display area was also discussed and there may be a need for some of the spaces to be angled.

G. Mitsopoulos moved and G. Unruh seconded to approve SP # 15/10 for Brighton Chrysler; Address: 9827 E. Grand River; Tax ID #'s: 12-32-106-003 and 004; Owner: PDR, LLC; Applicant: Construction Unlimited, Inc.; Zoning: B-2 (General Business) and B-3 (Special Business) contingent upon the following: the Site Plan be updated to show the outdoor display areas including the parking detail; the one-way traffic areas are to be designated on the Site Plan; additional plantings in the rear of the site to screen the Weber and Leland areas be added; the loading/unloading and waste receptacle information be added; an exemption be granted on the material standards per *Sec. 14-01(c)* of the Zoning Ordinance provided proper documentation from Fiat-Chrysler regarding the materials is submitted; all permits be attained; photometrics be provided for the site; all parking lot striping as required be complied with; and that any remaining items in the letters dated October 8, 2015 (Township Planner) October 2, 2015 (Township Engineer), October 2, 2015 (Fire Department) and any requirements from outside agencies be complied with.

Motion carried.

REPORTS AND CORRESPONDENCE

M. Slaton - Township Board update.

K. Mathews - Genoa Township Master Plan update.

CALL TO THE PUBLIC

Paul Samways, CPA - Stated that Brighton Holistic located at 10401 E. Grand River is operating as a medical marihuana dispensary and asked what the Township will allow/enforce going forward as far as future dispensaries.

ADJOURNMENT

G. Mitsopoulos moved and R. Doughty seconded to adjourn.

Motion carried.

The meeting adjourned at 8:20 P.M.

Respectfully submitted,

Steve Holden, Chairperson

Gary Unruh, Secretary

Kelly Mathews, Recording Secretary

Ann M. Bollin, CMC, CMMC, Clerk

MINUTES

CHARTER TOWNSHIP OF BRIGHTON
PLANNING COMMISSION
4363 BUNO ROAD
BRIGHTON, MI 48114

DECEMBER 14, 2015
REGULAR MEETING
7:00 P.M.
(810) 229.0562

Chairman S. Holden called the meeting to order at 7:00 P.M. The Pledge of Allegiance was said.
Present: M. Slaton, J. Stinedurf, G. Unruh, S. Holden, G. Mitsopoulos, L. Herzinger
Absent: R. Doughty

CALL TO THE PUBLIC

B. Potocki, 8420 Woodland Shore Drive - E-mail dated December 14, 2015 regarding public safety.

AGENDA

G. Mitsopoulos moved and G. Unruh seconded to approve the agenda as presented.
Motion carried.

MINUTES

G. Mitsopoulos moved and G. Unruh seconded to approve the minutes of the October 12, 2015 regular meeting as amended.
Motion carried.

PUBLIC HEARING FOR SLUP # 15/05 FOR CORNERSTONE CHURCH; ADDRESS: 9455 HILTON RD.; TAX ID # 12-20-100-075; OWNER AND APPLICANT: CORNERSTONE CHURCH; ZONING: R-2 (SINGLE FAMILY RESIDENTIAL)

K. Mathews overviewed her special land use letter dated December 10, 2015.

PUBLIC HEARING

The public hearing opened at 7:15 p.m.

Bonnie Cirisan, 9542 Hilton - E-mail dated November 30, 2015 citing concerns over the project.

Sheryl Landskroner, 9506 Edward Drive - Expressed concern about the noise, lack of landscaping between the church property and her property which is behind the playground area, drainage onto her property and the use of fertilizers for the field.

The public hearing closed at 7:18 p.m.

Applicant Representatives Carla Chapman and two (2) other members of Cornerstone Church were present along with Jesse Parkinson, GreenTech Engineering, Inc. and John Stewart, John Stewart Associates, who summarized the special land use request and site plan for the soccer field(s) at Cornerstone Church. Mr. Stewart explained the issues with the two (2) year phasing of the landscaping and not being able to attain the plantings they needed and that the landscaping that was part of the approval of the addition last year would be started in May 2016 and finished by August 2016. Mr. Parkinson explained that the westerly and easterly wooded buffers to the soccer field would remain. Much discussion ensued regarding noise and the lack of landscaping north of the playground and adding landscaping or fencing or a berm. After much discussion, it was determined that the applicant would work with staff to add landscaping to the area north of the playground.

J. Rushlow discussed the drainage and traffic for the site and stated that the new traffic patterns that were approved last year have improved the site. The number of soccer games to be held at the field each week was discussed. Applicant stated that a few games and practices would be held at the field each week for seasonal use and as stated on the site plan and the hours would be 3:30-7:30 p.m. Monday through Friday and 9:00 a.m. to 7:30 p.m. on Saturdays. It was discussed that fifty (50) percent of the trees on the site would be removed for the soccer field and that swales were being constructed on the east and west sides of the field to capture the fertilizer and ultimately the drainage from the field would go into a wetland and then Hope Lake. A DEQ permit is required for the small

area of wetland that is being filled. No porta-johns or concessions are planned; they will use restrooms in the church.

G. Mitsopoulos moved and L. Herzinger seconded to approve SLUP # 15/05 for Cornerstone Church; Address: 9455 Hilton Rd.; Tax ID # 12-20-100-075 contingent upon the issues identified in the Township Planner's letter dated December 10, 2015 and the Township Engineer's letter dated December 2, 2015 being complied with, obtaining all permits including applicable DEQ permit(s), and the Preliminary Site Plan being approved.

Motion carried.

PRELIMINARY STIE PLAN SP # 15/13 FOR CORNERSTONE CHURCH; ADDRESS: 9455 HILTON RD.; TAX ID # 12-20-100-075; OWNER AND APPLICANT: CORNERSTONE CHURCH; ZONING: R-2 (SINGLE FAMILY RESIDENTIAL)

J. Rushlow reviewed his letter dated December 2, 2015 and stated that pre-treatment for the field will be required and will be reviewed in detail during the construction plan review; he stated that only item #2 from his letter remained to be completed. The Fire Department's letter dated November 25, 2015 was read into record. K. Mathews presented her December 10, 2015 site plan review letter.

G. Mitsopoulos moved and L. Herzinger seconded to approve SP # 15/13 for Cornerstone Church; Address: 9455 Hilton Rd.; Tax ID # 12-20-100-075 contingent upon meeting the requirements of the Township Planner's letter dated December 10, 2015, Township Engineer's letter dated December 2, 2015 and that the hours are as stated on the site plan for the soccer events (Monday through Friday 3:30 to 7:30 p.m. and Saturdays 9:00 a.m. to 7:30 p.m.); that the church cannot rent the field to others; they will add additional trees on the north side of the playground to help alleviate noise over time; and that no concessions will be allowed.

Motion carried.

REPORTS AND CORRESPONDENCE

M. Slaton - Township Board update.

CALL TO THE PUBLIC

None.

ADJOURNMENT

G. Mitsopoulos moved and G. Unruh seconded to adjourn.

Motion carried.

The meeting adjourned at 9:00 P.M.

Respectfully submitted,

Steve Holden, Chairperson

Gary Unruh, Secretary

Kelly Mathews, Recording Secretary

Ann M. Bollin, CMC, CMMC, Clerk

BRIGHTON TOWNSHIP TREASURERS' REPORT
CASH AND INVESTMENTS/OCTOBER 2015

| FUND | ACCOUNT | BANK | OCTOBER ENDING BALANCE |
|-------------|----------------------|------------------|-------------------------------|
| 101 | General Fund | Key | \$2,205,404.82 |
| 101 | General Fund | Key | \$1,000,000.00 |
| 101 | Payroll Account | Key | \$24,759.32 |
| 101 | EFT | Key | \$100.06 |
| 101 | General Fund | Level One | \$204,964.21 |
| 101 | C.C.A. | Level One | \$736,219.34 |
| 101 | Water Improv | Level One | \$213,654.82 |
| 101 | General Fund | Capitol National | \$209,718.26 |
| 101 | General Fund | First National | \$250,000.00 |
| 101 | Basic HRA | First National | \$8,848.08 |
| 101 | General Fund | MBIA | \$105,403.87 |
| 101 | General Fund | MBS | \$245,527.88 |
| 101 | General Fund | MBS | \$240,470.40 |
| 101 | General Fund | Private | \$250,000.00 |
| 101 | General Fund | State | \$247,225.99 |
| 208 | Parks Fund | Level One | \$613,725.99 |
| 208 | Parks Fund | Flagstar | \$262,304.51 |
| 209 | Cemetery Fund | Level One | \$70,900.77 |
| 212 | Liquor Law | Level One | \$46,791.58 |
| 249 | Building Dept | Key | \$4,846.75 |
| 257 | Budget Stab | Level One | \$3,787.74 |
| 257 | Budget Stab | MBS | \$270,340.20 |
| 405 | Municipal Water | Level One | \$760,417.61 |
| 589 | Sewer Reserve | Level One | \$468,030.92 |
| 590 | Sewer 2000 | Key | \$630,026.91 |
| 592 | Sewer Cap Debt | Level One | \$1,794,894.06 |
| 593 | Spencer Sewer | Level One | \$180,377.45 |
| 701 | Dog Account | Key | \$345.36 |
| 701 | Compliance Deposit | Key | \$1,501.22 |
| 701 | Trust & Agency | Key | \$5,631.27 |
| 701 | Bldg Perform Bond | Level One | \$73,442.00 |
| 702 | Pathway | Level One | \$204,183.51 |
| 703 | Current Tax | Key | \$87,954.17 |
| 792 | Future Rd Main | Level One | \$1,281,554.00 |
| 792 | Future Roads | Level One | \$2,416,288.77 |
| 793 | BT Lake Trust Escrow | Key | \$177,099.82 |
| 793 | Sewer Escrow | Level One | \$212,058.67 |
| 793 | BT Escrow Natural Ag | First Merit | \$175,062.65 |
| 812 | Road Main | Level One | \$15,742.46 |
| 814 | Roads Project | Level One | \$54,059.69 |
| 871 | Refuse Sani | Level One | \$20,695.19 |
| 880 | Aquatics | Level One | \$102,669.85 |

BRIGHTON TOWNSHIP TREASURERS' REPORT
CASH AND INVESTMENTS/NOVEMBER 2015

| FUND | ACCOUNT | BANK | NOVEMBER ENDING BALANCE |
|-------------|----------------------|------------------|--------------------------------|
| 101 | General Fund | Key | \$2,124,495.19 |
| 101 | General Fund | Key | \$1,000,000.00 |
| 101 | Payroll Account | Key | \$7,613.40 |
| 101 | EFT | Key | \$100.07 |
| 101 | General Fund | Level One | \$205,025.15 |
| 101 | C.C.A. | Level One | \$736,438.22 |
| 101 | Water Improv | Level One | \$213,718.34 |
| 101 | General Fund | Capitol National | \$209,825.13 |
| 101 | General Fund | First National | \$250,000.00 |
| 101 | Basic HRA | First National | \$8,848.08 |
| 101 | General Fund | MBIA | \$105,422.08 |
| 101 | General Fund | MBS | \$245,797.11 |
| 101 | General Fund | MBS | \$240,350.40 |
| 101 | General Fund | Private | \$250,770.83 |
| 101 | General Fund | State | \$247,851.47 |
| 208 | Parks Fund | Level One | \$613,908.45 |
| 208 | Parks Fund | Flagstar | \$262,412.31 |
| 209 | Cemetery Fund | Level One | \$70,921.85 |
| 212 | Liquor Law | Level One | \$46,416.34 |
| 249 | Building Dept | Key | \$4,847.15 |
| 257 | Budget Stab | Level One | \$4,462.11 |
| 257 | Budget Stab | MBS | \$270,537.30 |
| 405 | Municipal Water | Level One | \$760,643.68 |
| 589 | Sewer Reserve | Level One | \$468,170.07 |
| 590 | Sewer 2000 | Key | \$665,436.24 |
| 592 | Sewer Cap Debt | Level One | \$1,857,513.25 |
| 593 | Spencer Sewer | Level One | \$180,431.08 |
| 701 | Dog Account | Key | \$360.40 |
| 701 | Compliance Deposit | Key | \$1,001.32 |
| 701 | Trust & Agency | Key | \$763.77 |
| 701 | Bldg Perform Bond | Level One | \$378,324.00 |
| 702 | Pathway | Level One | \$204,244.21 |
| 703 | Current Tax | Key | \$149,302.45 |
| 792 | Future Rd Main | Level One | \$1,281,935.01 |
| 792 | Future Roads | Level One | \$2,382,688.14 |
| 793 | BT Lake Trust Escrow | Key | \$169,458.11 |
| 793 | Sewer Escrow | Level One | \$201,179.17 |
| 793 | BT Escrow Natural Ag | First Merit | \$175,090.71 |
| 812 | Road Main | Level One | \$14,797.02 |
| 814 | Roads Project | Level One | \$54,075.76 |
| 871 | Refuse Sani | Level One | \$16,802.66 |
| 880 | Aquatics | Level One | \$102,594.19 |

BRIGHTON TOWNSHIP TREASURERS' REPORT
CASH AND INVESTMENTS/DECEMBER 2015

| FUND | ACCOUNT | BANK | DECEMBER ENDING BALANCE |
|-------------|----------------------|------------------|--------------------------------|
| 101 | General Fund | Key | \$2,159,140.13 |
| 101 | General Fund | Key | \$1,000,000.00 |
| 101 | Payroll Account | Key | \$7,122.89 |
| 101 | EFT | Key | \$100.08 |
| 101 | General Fund | Level One | \$205,086.10 |
| 101 | C.C.A. | Level One | \$746,614.45 |
| 101 | Water Improv | Level One | \$215,759.84 |
| 101 | General Fund | Capitol National | \$209,928.61 |
| 101 | General Fund | First National | \$250,000.00 |
| 101 | Basic HRA | First National | \$8,848.08 |
| 101 | General Fund | MBIA | \$105,444.31 |
| 101 | General Fund | MBS | \$244,618.92 |
| 101 | General Fund | MBS | \$240,100.80 |
| 101 | General Fund | Private | \$250,770.83 |
| 101 | General Fund | State | \$247,851.47 |
| 208 | Parks Fund | Level One | \$614,090.97 |
| 208 | Parks Fund | Flagstar | \$262,523.75 |
| 209 | Cemetery Fund | Level One | \$70,942.94 |
| 212 | Liquor Law | Level One | \$45,869.04 |
| 249 | Building Dept | Key | \$4,847.56 |
| 257 | Budget Stab | Level One | \$4,463.44 |
| 257 | Budget Stab | MBS | \$269,708.40 |
| 405 | Municipal Water | Level One | \$763,591.24 |
| 589 | Sewer Reserve | Level One | \$653,727.04 |
| 590 | Sewer 2000 | Key | \$633,644.14 |
| 592 | Sewer Cap Debt | Level One | \$2,035,053.17 |
| 593 | Spencer Sewer | Level One | \$185,512.69 |
| 701 | Dog Account | Key | \$450.42 |
| 701 | Compliance Deposit | Key | \$1,001.41 |
| 701 | Trust & Agency | Key | \$548.69 |
| 701 | Bldg Perform Bond | Level One | \$378,324.00 |
| 702 | Pathway | Level One | \$204,304.93 |
| 703 | Current Tax | Key | \$6,360,729.44 |
| 792 | Future Rd Main | Level One | \$1,282,316.13 |
| 792 | Future Roads | Level One | \$2,383,396.52 |
| 793 | BT Lake Trust Escrow | Key | \$169,294.07 |
| 793 | Sewer Escrow | Level One | \$211,940.97 |
| 793 | BT Escrow Natural Ag | First Merit | \$175,119.71 |
| 812 | Road Main | Level One | \$16,870.52 |
| 814 | Roads Project | Level One | \$56,018.49 |
| 871 | Refuse Sani | Level One | \$22,255.45 |
| 880 | Aquatics | Level One | \$111,338.78 |