

**OSHTEMO CHARTER TOWNSHIP BOARD
7275 West Main Street
Kalamazoo, MI 49009
269.375.4260**

**July 14, 2015
BOARD WORK SESSION
5:00 p.m.
AGENDA**

- A. Call to Order
- B. Public Comment
- C. Update from Kalamazoo County
- D. Discussion on Department '2014 Accomplishments, 2015 Goals, & 2016 Vision': Clerk's Office, Legal Department, Assessing, Parks
- E. Discussion on Meeting Room Audio Visual Equipment
- F. Other Business

**REGULAR MEETING
7:00 p.m.
AGENDA**

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Citizen Comments on Non-Agenda Items
- 4. Consent Agenda
 - a. Approve Minutes – June 23, 2015, Regular Meeting
 - b. Receipts & Disbursements Report
 - c. Committee Appointments Recommendation
 - d. Job Description – Ordinance Enforcement Administrative Assistant
 - e. Employee Handbook Amendment – Relief Time
- 5. Discussion on No Firearms Discharge & Hunting Areas in the Township Discussion of Firearms Discharge Ordinance – Geographic Area Expansion
- 6. Consideration of Police Protection in Oshtemo Township
- 7. Consideration of Road Commission Non-motorized Work Agreements – Stadium Drive, South 9th Street
- 8. Other Township Business
- 9. Board Member Comments
- 10. Adjournment

**Policy for Public Comment
Township Board Regular Meetings, Planning Commission & ZBA Meetings**

All public comment shall be received only during one of the following portions of the Agenda of an open meeting:

- a. During the public comment portion of a public meeting, i.e., at such time during public hearing that the Supervisor or Chairperson asks for public comment on the item of business.
- b. During the "public comment" portion of the Agenda at such time as invited by the Supervisor or Chairperson.

All public comment offered during public hearings shall be directed, and relevant, to the item of business on which the public hearing is being conducted. Public comment during the "Public Comment" portion of the Agenda may be directed to any issue.

All public comment shall be limited to four (4) minutes in duration unless special permission has been granted in advance by the Supervisor or Chairperson of the meeting.

Public comment shall not be repetitive, slanderous, abusive, threatening, boisterous, or contrary to the orderly conduct of business.

The Supervisor or Chairperson of the meeting shall terminate any public comment which is in contravention of any of the principles and procedures set forth herein.

(adopted 5/9/2000)

**Policy for Public Comment
6:00 p.m. "Public Comment" Portion of Township Board Meetings**

At the commencement of the meeting, the Supervisor shall poll the members of the public who are present to determine how many persons wish to make comments.

The Supervisor shall allocate maximum comment time among persons so identified based upon the total number of persons indicating their wish to make public comments, but no longer than ten (10) minutes per person.

Special permission to extend the maximum comment time may be granted in advance by the Supervisor based upon the topic of discussion.

The Township Board may determine that it will receive a person's comments in writing, and may delegate the obligation to respond to the appropriate Township Official at a later date.

Public comment shall not be repetitive, slanderous, abusive, threatening, boisterous, or contrary to the orderly conduct of business.

The Supervisor shall terminate any public comment which is in contravention of any of the principles and procedures set forth herein.

(adopted 2/27/01)

Oshtemo Charter Township

2016 Budget Calendar

Amended July 9th, 2015

May - Aug 2015	Capital Improvement Plan development
July 1 st week	Notification to committees, departments, & staff of 2016 budget process and schedule
July 1 st week	Assessor & Treasurer present tax roll revenue information to Supervisor
July 1 st week	Supervisor & Clerk distribute budget calendar and worksheets
July 10 th (Fri) & July 24 th (Fri)	Departments develop "2014 Accomplishments, 2015 Goals, 2016 Vision" ("AGV" one page summaries)
July 14 th	Several departments present AGV at Township Board meeting
July 16 th	DDA develops proposed budget and submits to Township Supervisor (Sept. 1 st deadline)
July (TBD)	SoDA develops proposed budget and submits to Township Supervisor (Aug 1 st deadline)
July 27 th	Departments, boards & committees submit proposed budgets to Supervisor
July 27 th – Aug. 7 th	Budgets compiled, analyzed, reviewed with departments and CPA, and adjusted for submission of balanced budgets
Aug. 11 th	Several departments present AGV at Twp Board meeting. Twp. Board public discussion of Capital Improvement Plan draft
Aug. 25 th (Tues. 1 - 4:30 PM)	Township Board Budget Workshop (First); continue Capital Improvement Plan discussion (Note: Regular Board work session and meeting follow)
Sept. 8 th (Tues. 5-7pm)	Departments present budget to Township Board at the Township Board Budget Workshop (Second); Board Capital Improvement Plan adoption
Sept. 22 nd (Tues. 4-8pm)	Township Board Budget Workshop (Third)
By Sept. 30 th	Assessor & Treasurer submit L-4029 millage levy to County
Oct. 13 th	Township Board sets Public Hearing; Township Board adopts KABA budget
Oct 16 th	Supervisor provides budget information to attorney's office for notice preparation
Oct. 23 rd	Township sends Notice of Public Hearing for publication in community newspaper
Oct. 29 th	Notice of Township Public Hearing published in community newspaper (published on home delivery day)
Oct. 21 st (Wed.)	Budgets are available for public inspection (at least ten days before hearing)
Nov. 10 th (Tues.)	Township Board Public Hearing on 2016 General and Special Revenue Funds Budget
Nov. 19 th	DDA adopts 2016 Budget
Nov (TBD)	SoDA adopts 2016 Budget

DEPARTMENTS: PLANNING, ASSESSING, LEGAL, FIRE, MAINTENANCE, POLICE (PROTECTION CONTRACT; PARKING ENF; ORD ENF), PUBLIC WORKS

COMMITTEES: PARKS, CIC

BOARDS: TOWNSHIP BOARD (SUPERVISOR, CLERK, TREASURER, TRUSTEES), DDA, SODA

RECEIPTS & DISBURSEMENTS**** GENERAL, FIRE, SEWER & WATER FUNDS ******RECEIPTS 06/15/2015 thru 07/08/2015**

Spec Ex Use/Cronen	300.00
Land Division App/Nolan	100.00
Planner Contract/K-Twp/April/May	5,220.00
Sign Permits	725.00
Copies	79.03
Ordinance/Parking Violations	1,626.33
Sidewalk Permits/Inspections	200.00
Rent Deposits	1,300.00
Grange Rental	2,040.00
OCC Rental	525.00
Park Pavilion Rental	740.00
Grave Openings	570.00
Metal Bin Credit	108.90
PRE Denials	166.96
Chicago Title/Kellison Woods Road SAD	3,626.31
Withholdings Refund	352.43
Revenue Sharing Payment	265,613.00
KVIAA Assessments	544.00
False Alarm Fee	676.57
Refund license plate fee	13.00
KABA/Start Up Reimbursement	4,338.00
Water Receipts	8,825.00
Sewer Receipts	8,000.00

Total 305,689.53**DISBURSEMENTS**

6/24/2015	Payroll/Office/Trustees	35,674.67
6/26/2015	Payables	105,777.05
6/29/2015	Payables	30,237.00
7/8/2015	Payroll/Office/FF/PC/ZBA	63,656.46
7/10/2015	Payables	152,133.95

Total 387,479.13

BANK CODE: GEN
 Vendor name: Accident Fund
 Address: Dept 77125
 City/State/Zip: Detroit MI, 48277-0125
 Vendor Code: af
 Ref #: 90045512

Post Date: 06/23/2015
 CK Run Date: 06/26/2015
 Disc. Date: / /
 Due Date: 06/26/2015
 Invoice: 3rd installment
 Hold: N
 Sep CK: N
 1099: N

DESCRIPTION: Worker's Compensation
 General Insurance
 AMOUNT: 2,745.45
 15,557.55
 18,303.00

Paid
 18,303.00
 VENDOR TOTAL: 18,303.00

ab 90045514 Arcadia Benefits Group, Inc
 612 S. Park Street
 Kalamazoo MI, 49007
 06/23/2015 40433 GEN 125 participant fees
 06/26/2015 0.0000 N
 06/26/2015 0.0000 N
 65.00
 0.00
 65.00

Paid
 DESCRIPTION: Health & Life Insurance - fsa fees
 Health & Life Insurance - fsa fees
 AMOUNT: 55.00
 10.00
 65.00

ab 90045513 Arcadia Benefits Group, Inc
 612 S. Park Street
 Kalamazoo MI, 49007
 06/23/2015 40549 GEN hra participant fee
 06/26/2015 0.0000 N
 06/26/2015 0.0000 N
 80.00
 0.00
 80.00

Paid
 DESCRIPTION: HEALTH & LIFE INSURANCE - hra fees
 Health & Life Insurance - hra fees
 AMOUNT: 50.00
 30.00
 80.00

VENDOR TOTAL: 145.00

INVOICE APPROVAL BY INVOICE REPORT FOR OSHTEMO TOWNSHIP
 EXP CHECK RUN DATES 06/26/2015 - 06/26/2015
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

BANK CODE: GEN
 Vendor name: AT&T
 Address: PO Box 5080
 City/State/Zip: Carol Stream IL, 06197-5080
 Vendor Code: 90045515
 Ref #: 90045515
 Post Date: 06/23/2015
 CK Run Date: 06/26/2015
 Disc. Date: / /
 Due Date: 06/26/2015
 Invoice: 06262015
 PO: 0.0000
 Disc. %: 0.0000
 Sep CK: 1099
 Hold: GEN
 Bank: drake house phone

att	90045515	AMOUNT	81.93
Paid			

GL NUMBER	DESCRIPTION	AMOUNT	81.93
107-756-98100	Capital Outlay/Drake House	81.93	
	VENDOR TOTAL:		81.93

bcbs	90045516	AMOUNT	21,431.93
Paid			

GL NUMBER	DESCRIPTION	AMOUNT	21,431.93
101-234-71600	Blue Cross Blue Shield of Michigan	11,389.51	
206-336-71600	PO Box 674416	5,756.03	
101-000-27800	Detroit MI, 48267-4416	4,286.39	
	VENDOR TOTAL:		21,431.93

bmh	90045517	AMOUNT	47.00
Paid			

GL NUMBER	DESCRIPTION	AMOUNT	47.00
101-249-72800	Bronson Methodist Hospital	47.00	
	PO Box 4073	0.00	
	Kalamazoo MI, 49003-4073	0.00	
	VENDOR TOTAL:		47.00

Vendor name: Consumers Energy
 Address: Payment Center
 City/State/Zip: PO Box 740309 Cincinnati OH, 45271-0309

Vendor Code: ce-e
 Ref #: 90045564
 Post Date: 06/25/2015
 CK Run Date: 06/26/2015
 Disc. Date: / /
 Due Date: 06/26/2015

Invoice: 06262015
 PO: 06262015
 Disc. %: 0.0000

Bank: GEN
 Hold: N
 Sep CK: N
 1099: N

Invoice Description: electric and gas

Gross Amount: 5,079.25
 Discount: 0.00
 Net Amount: 5,079.25

GL NUMBER	DESCRIPTION	AMOUNT
206-340-92100	Electric	1,334.33
101-218-92100	Electric - meter #165 - twp office	2,526.39
206-340-92100	Electric - h2	834.75
206-340-92300	Gas - meter #297 - house #1	91.77
101-218-92300	gas - meter #848 - maint bldg	15.99
206-340-92300	Heat - gas h2	117.32
101-218-92300	gas - meter #879 - Twp Office	42.77
101-218-92100	elec - meter #951 - maint bldg	92.47
107-756-92100	elec - meter #979 - old town hall	23.46
		<u>5,079.25</u>

GL NUMBER	DESCRIPTION	AMOUNT
107-756-92100	Elec/Heat - meter #244 - flshr ball park	37.82
107-756-92100	elec - meter #743 - OCC	181.70
107-756-92300	Heat	17.38
		<u>236.90</u>

VENDOR TOTAL: 5,316.15

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 EXP CHECK RUN DATES 06/26/2015 - 06/26/2015
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

BANK CODE: GEN
 Vendor name
 Address
 City/State/Zip

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
dm 90045521	Des Moines Stamp 851 Sixth Ave PO Box 1798 Des Moines IA, 50306-1798	06/23/2015 06/26/2015	1044914 000007368	GEN N	NAME PLATE	35.50
Paid		/ /	0.0000	N		0.00
		06/26/2015		N		35.50
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
101-249-72800	ENGRAVED PLATE	20.00	20.00			
101-249-72800	BLANK PLATES	12.00	12.00			
101-249-72800	HANDLING	3.50	3.50			
		35.50	35.50			
		VENDOR TOTAL:				35.50

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
evp 90045523	Emergency Vehicle Products 2975 Interstate Pkwy Kalamazoo MI, 49048-9600	146.00	146.00	GEN N N N	2 SIREN SWITCH FOOT PEDALS	146.00 0.00 146.00
Paid						
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
206-340-86700	2 SIREN SWITCH FOOT PEDALS	146.00	146.00			
evp 90045522	Emergency Vehicle Products 2975 Interstate Pkwy Kalamazoo MI, 49048-9600	37.50	37.50	GEN N N N	MOUNT SCOTT PACK TRACKER IN 511	37.50 0.00 37.50
Paid						
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
206-340-86700	MOUNT SCOTT PACK TRACKER IN 511	37.50	37.50			
		37.50	37.50			
		VENDOR TOTAL:				183.50

MISC	DESCRIPTION	AMOUNT	AMT RELIEVED			
90045526	Evelyn Garner 2406 Quil Run Dr Kalamazoo MI, 49009	250.00	250.00	GEN N Y N	rental deposit refund	250.00 0.00 250.00
Paid						
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
101-000-24800	Rent Deposits	250.00	250.00			

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BANK CODE: GEN
 Vendor name
 Address
 City/State/Zip

Vendor Code
 Ref #
 Post Date
 CK Run Date
 Disc. Date
 Due Date
 Invoice
 PO
 Disc. %
 Bank
 Hold
 Sep CK
 1099
 Invoice Description
 Gross Amount
 Discount
 Net Amount

VENDOR TOTAL: 250.00

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-93100	SWIVEL	157.30	157.30
206-340-93100	SHIPPING	7.24	7.24
Paid		164.54	164.54
VENDOR TOTAL:		164.54	164.54

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-000-24800	Rent Deposits	175.00	175.00
Paid		175.00	175.00
VENDOR TOTAL:		175.00	175.00

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
107-756-72800	40 - STICKERS FOR PARK TRASH CANS	39.50	39.50
Paid		39.50	39.50
VENDOR TOTAL:		39.50	39.50

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-93100	Fabricated Flex & Hose	164.54	164.54
Paid		164.54	164.54
VENDOR TOTAL:		164.54	164.54

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
90045524	2037 Palmer Ave	164.54	164.54
Paid		164.54	164.54
VENDOR TOTAL:		164.54	164.54

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Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
krcr	Kalamazoo County Road Commission	06/23/2015	50940, 50989	GEN	2015 LOCAL ROAD PROJECT CONTRACT	
90045528	3801 E Kilgore Rd	06/26/2015	000006928	N		7,733.55
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		06/26/2015		N		7,733.55
Paid						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
101-506-95200	BLANKET			7,733.55	7,733.55	
krcr	Kalamazoo County Road Commission	06/23/2015	50985	GEN	2015 LOCAL ROAD PROJECT CONTRACT	
90045536	3801 E Kilgore Rd	06/26/2015	000006923	N		7,827.72
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		06/26/2015		N		7,827.72
Paid						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
101-506-95200	BLANKET			7,827.72	7,827.72	
krcr	Kalamazoo County Road Commission	06/23/2015	50986	GEN	2015 LOCAL ROAD PROJECT CONTRACT	
90045535	3801 E Kilgore Rd	06/26/2015	000006924	N		6,760.31
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		06/26/2015		N		6,760.31
Paid						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
101-506-95200	BLANKET			6,760.31	6,760.31	
krcr	Kalamazoo County Road Commission	06/23/2015	50987	GEN	2015 LOCAL ROAD PROJECT CONTRACT	
90045534	3801 E Kilgore Rd	06/26/2015	000006925	N		3,828.47
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		06/26/2015		N		3,828.47
Paid						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
101-506-95200	BLANKET			3,828.47	3,828.47	
krcr	Kalamazoo County Road Commission	06/23/2015	50988	GEN	2015 LOCAL ROAD PROJECT CONTRACT	
90045533	3801 E Kilgore Rd	06/26/2015	000006927	N		853.93
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		06/26/2015		N		853.93
Paid						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
101-506-95200	BLANKET			853.93	853.93	

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
krcr	Kalamazoo County Road Commission	06/23/2015	50990	GEN	2015 LOCAL ROAD PROJECT CONTRACT	
90045532	3801 E Kilgore Rd	06/26/2015	000006929	N		1,707.87
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		06/26/2015		N		1,707.87
Paid						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
101-506-95200	BLANKET			1,707.87	1,707.87	
krcr	Kalamazoo County Road Commission	06/23/2015	50991	GEN	2015 LOCAL ROAD PROJECT CONTRACT	
90045531	3801 E Kilgore Rd	06/26/2015	000006930	N		1,067.41
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		06/26/2015		N		1,067.41
Paid						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
101-506-95200	BLANKET			1,067.41	1,067.41	
krcr	Kalamazoo County Road Commission	06/23/2015	50992	GEN	2015 LOCAL ROAD PROJECT CONTRACT	
90045530	3801 E Kilgore Rd	06/26/2015	000006931	N		2,134.83
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		06/26/2015		N		2,134.83
Paid						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
101-506-95200	BLANKET			2,134.83	2,134.83	
krcr	Kalamazoo County Road Commission	06/23/2015	50993	GEN	2015 LOCAL ROAD PROJECT CONTRACT	
90045529	3801 E Kilgore Rd	06/26/2015	000006932	N		1,067.41
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		06/26/2015		N		1,067.41
Paid						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
101-506-95200	BLANKET			1,067.41	1,067.41	
VENDOR TOTAL:						32,981.50

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 EXP CHECK RUN DATES 06/26/2015 - 06/26/2015
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BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

kansas	Kansas City Life Co	06/23/2015	july 2015	GEN	long & short term dis	540.44
90045538	PO Box 8858	06/26/2015		N		
	Carol Stream IL, 60197-8858	/ /	0.0000	N		0.00
Paid		06/26/2015		N		540.44

GL NUMBER	DESCRIPTION	AMOUNT
101-234-71600	Disability Insurance	356.93
206-336-71600	Health & Life Insurance	183.51
		540.44

VENDOR TOTAL: 540.44

1lh	L.L. Harris & Associates	06/23/2015	06152015	GEN	GRANGE HALL PLAYGROUND	1,900.00
90045539	3503 Greenleaf Boulevard	06/26/2015	000007272	N		0.00
	Kalamazoo MI, 49008	/ /	0.0000	N		1,900.00
Paid		06/26/2015		N		

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
107-756-98200.GRNG15	GRANGE HALL PLAYGROUND	1,900.00	1,900.00

VENDOR TOTAL: 1,900.00

1mm	Lake Michigan Mailers	06/23/2015	quote 107254	GEN	summer tax mailing	2,945.00
90045540	PO Box 19157	06/26/2015		N		0.00
	Kalamazoo MI, 49019-9157	/ /	0.0000	N		2,945.00
Paid		06/26/2015		N		

GL NUMBER	DESCRIPTION	AMOUNT
101-174-73000	Postage - treasurer	2,945.00

VENDOR TOTAL: 2,945.00

BANK CODE: GEN
 Vendor name Lisa Clark
 Address 3711 Wolf Drive
 City/State/Zip Kalamazoo MI, 49009
 Vendor Code MISC
 Ref # 90045519
 Post Date 06/23/2015
 CK Run Date 06/26/2015
 Disc. Date / /
 Due Date 06/26/2015
 Invoice 06202015
 PO 0.0000
 Disc. % 0.0000
 Sep CK 1099
 Bank Hold
 Invoice Description rental deposit refund
 Gross Amount 125.00
 Discount 0.00
 Net Amount 125.00

Paid
 GL NUMBER 101-000-24800
 DESCRIPTION Rent Deposits
 AMOUNT 125.00
 VENDOR TOTAL: 125.00

brown-1
 90045518
 Lois Brown
 23039 Paulson
 Gobles MI, 49055
 Paid
 Post Date 06/23/2015
 CK Run Date 06/26/2015
 Disc. Date / /
 Due Date 06/26/2015
 Invoice 06262015
 PO 0.0000
 Disc. % 0.0000
 Sep CK
 Bank Hold
 Invoice Description retiree health reimbursement
 Gross Amount 994.35
 Discount 0.00
 Net Amount 994.35

Paid
 GL NUMBER 101-000-08300
 DESCRIPTION Due From Retiree Medical Trust Fund
 AMOUNT 994.35
 VENDOR TOTAL: 994.35

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BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
90045545	Michigan Townships Assoc PO Box 80078 Lansing MI, 48908-0078	06/23/2015	mta publication	GEN	AUTHORITIES/RESPONSIBILITIES OF MI TWP	50.00
		06/26/2015	000007385	N		50.00
		/ /	0.0000	N		0.00
		06/26/2015		N		50.00

GL NUMBER 101-249-72800
 101-249-72800

DESCRIPTION
 AUTHORITIES/RESPONSIBILITIES
 SHIPPING

AMOUNT	AMT RELIEVED
45.00	45.00
5.00	5.00
50.00	

VENDOR TOTAL: 484.44

mmbj
 90045546

Mika Meyers Becket & Jones PLC
 900 Monroe Ave NW
 Grand Rapids MI, 49503

AMOUNT	AMT RELIEVED
86.25	86.25
0.00	0.00
86.25	

VENDOR TOTAL: 50.00

GL NUMBER 101-223-82600

DESCRIPTION
 Legal Fees

AMOUNT	AMT RELIEVED
86.25	86.25
0.00	0.00
86.25	

VENDOR TOTAL: 86.25

mcps
 90045548

Miller, Canfield, Paddock and Stone
 277 S Rose St
 Ste 5000
 Kalamazoo MI, 49007

AMOUNT	AMT RELIEVED
1,309.00	1,309.00
0.00	0.00
1,309.00	

VENDOR TOTAL: 1,309.00

GL NUMBER 491-000-82600

DESCRIPTION
 Legal Fees

AMOUNT	AMT RELIEVED
1,309.00	1,309.00
0.00	0.00
1,309.00	

VENDOR TOTAL: 1,309.00

BANK CODE: GEN
 Vendor name Nye Uniform
 Address 1030 Scribner NW
 City/State/zip Grand Rapids MI, 49504
 Vendor Code Nye Uniform
 Ref # 90045551
 Invoice Description ANNUAL UNIFORM PURCHASE
 Bank Hold
 Sep CK
 1099
 Gross Amount 234.91
 Discount 0.00
 Net Amount 234.91

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-336-72500	TEK3 LS SHIRT WILEY	48.50	48.50
206-336-72500	TEK3SS SHIRT WILEY	44.50	44.50
206-336-72500	TEK3 CARGO PANTS LANGER	133.00	133.00
206-336-72500	FREIGHT CHARGES	8.91	8.91
Paid		234.91	

nu	DESCRIPTION	GEN	AMOUNT	AMT RELIEVED
90045552	Nye Uniform	GEN	509410/504319	ANNUAL UNIFORM PURCHASE
	1030 Scribner NW	N	000007376	
	Grand Rapids MI, 49504	N	0.0000	
Paid			261.63	

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-336-72500	3 SS WHITE SHIRTS	142.50	142.50
206-336-72500	2 TEK 3 FOUR POCKET PANTS (592)	99.00	99.00
206-336-72500	FREIGHT	10.01	10.01
206-336-72500	FREIGHT	10.12	10.12
Paid		261.63	

office	DESCRIPTION	GEN	AMOUNT	AMT RELIEVED
90045553	Office Depot	GEN	05072015	TONER, PENS
	Dept .69-00827020	N	000007249	
	PO Box 183174	N	0.0000	
	Columbus OH, 43218	N		
Paid			92.99	

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-201-72800	HP05A	90.99	90.99
101-249-72800	BALL POINT PENS	2.00	2.00
Paid		92.99	
VENDOR TOTAL:			496.54
VENDOR TOTAL:			92.99

Vendor name: Ridge Napa Auto Parts
 Address: 1655 South Drake St
 City/State/zip: Kalamazoo MI, 49006

Vendor Code: 90045554
 Ref #: 90045554
 Bank: GEN
 Invoice Description: POST ITS
 Post Date: 06/23/2015
 CK Run Date: 06/26/2015
 Disc. Date: / /
 Due Date: 06/26/2015
 Invoice: bff34700
 PO: 000007364
 Disc. %: 0.0000
 Sep CK: 1099
 Hold: N
 Gross Amount: 21.47
 Discount: 0.00
 Net Amount: 21.47

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-72800	POST ITS	19.99	19.99
101-249-72800	HANDLING	1.48	1.48
		21.47	
VENDOR TOTAL:		21.47	21.47

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86700	REAR WIPER BLADE FOR 552	8.65	8.65
		0.00	0.00
		8.65	8.65
VENDOR TOTAL:		8.65	8.65

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
90045555	Seber Tans, PLC	1000029105	audit
	555 W. Crosstown Pkwy		
	Suite 304		
	Kalamazoo MI, 49008		
		0.0000	
VENDOR TOTAL:		1,050.00	0.00

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-223-82500	Accounting & Audit Fees	1,050.00	
VENDOR TOTAL:		1,050.00	1,050.00

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Vendor Code Vendor name Address City/State/zip Post Date Invoice Bank Invoice Description Gross Amount
 Ref # CK Run Date PO Hold Sep CK Discount
 Disc. Date Disc. % Due Date 1099 Net Amount

secant	Secant Technologies	6395 Technology Ave	Kalamazoo MI, 49009	06/23/2015	150247	GEN	CLEAN UP CABLEING IN COMPUTER ROOM	107.50
90045556				06/26/2015	000007388	N		0.00
				/ /	0.0000	N		107.50
				06/26/2015		N		

Paid

GL NUMBER DESCRIPTION AMOUNT AMT RELIEVED
 101-201-93300 CLEAN UP CABLING IN COMPUTER ROOM 107.50 107.50

VENDOR TOTAL: 107.50

signart	SignArt	5757 East Cork Street	Kalamazoo MI, 49048	06/23/2015	420186	GEN	BANNER SWAP	380.00
90045557				06/26/2015	000006308	N		0.00
				/ /	0.0000	N		380.00
				06/26/2015		N		

Paid

GL NUMBER DESCRIPTION AMOUNT AMT RELIEVED
 900-728-97500 BLANKET PO 380.00 380.00

VENDOR TOTAL: 380.00

som	State of Michigan	Michigan Department of Treasury	Lansing MI, 48909	06/23/2015	rm15-0066 & 0067	GEN	SCANNING OF HISTORICAL CONSTRUCTION PLA	1,351.22
90045558				06/26/2015	000007340	N		0.00
				/ /	0.0000	N		1,351.22
				06/26/2015		N		

Paid

GL NUMBER DESCRIPTION AMOUNT AMT RELIEVED
 249-371-97600 SCANNING OF HISTORIC CONSTRUCTION PLANS 1,351.22 1,351.22

VENDOR TOTAL: 1,351.22

MISC	Tracy Miller	995 Wickford Drive	Kalamazoo MI, 49009	06/23/2015	06132015	GEN	rental deposit refund	75.00
90045547				06/26/2015		N		0.00
				/ /	0.0000	Y		75.00
				06/26/2015		N		

Paid

GL NUMBER DESCRIPTION AMOUNT
 101-000-24800 Rent Deposits 75.00

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
zop	Zemlick Office Products	06/23/2015	0118611	GEN	CARDSTOCK	
90045562	3773 Sky King Blvd	06/26/2015	000007367	N		29.42
	Kalamazoo MI, 49009	/ /	0.0000	N		0.00
		06/26/2015		N		29.42
Paid						
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
101-249-72800	CARDSTOCK	29.42	29.42			
zop	Zemlick Office Products	06/23/2015	0118694 & 0118691	GEN	INDEX TABS & FILES	
90045561	3773 Sky King Blvd	06/26/2015	000007369	N		74.15
	Kalamazoo MI, 49009	/ /	0.0000	N		0.00
		06/26/2015		N		74.15
Paid						
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
206-340-72800	10TAB SETS	17.14	17.14			
206-340-72800	8TAB SETS	14.39	14.39			
206-340-72800	12 TAB SETS	18.12	18.12			
206-340-72800	BOX BOTTOM FILES 1'	24.50	24.50			
		74.15				
zop	Zemlick Office Products	06/23/2015	0119039-001	GEN	OFFICE SUPPLIES	
90045560	3773 Sky King Blvd	06/26/2015	000007372	N		101.40
	Kalamazoo MI, 49009	/ /	0.0000	N		0.00
		06/26/2015		N		101.40
Paid						
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
101-249-72800	CARD READER	19.48	19.48			
101-249-72800	BANKER BOXES	31.36	31.36			
101-249-72800	FILE FOLDERS	12.64	12.64			
101-249-72800	FILE FOLDERS	12.64	12.64			
101-249-72800	FILE FOLDERS	12.64	12.64			
101-249-72800	FILE FOLDERS	12.64	12.64			
		101.40				

VENDOR TOTAL: 204.97

TOTAL - ALL VENDORS: 105,777.05

Vendor Code Ref # Vendor name Address City/State/Zip Post Date CK Run Date Invoice PO Invoice Description Bank Hold Sep CK 1099 Gross Amount Discount Net Amount

Vendor Code	Ref #	Vendor name	Address	City/State/Zip	Post Date	CK Run Date	Invoice PO	Invoice Description	Bank Hold	Sep CK 1099	Gross Amount	Discount	Net Amount
obh	90045569	Orrin B Hayes	3178 Stadium Drive	Kalamazoo MI, 49008	06/29/2015	06/29/2015	03/30/2015	replacement brush truck	GEN	N	30,237.00	0.00	30,237.00

Paid

GL NUMBER 211-344-97600 DESCRIPTION Vehicle AMOUNT 30,237.00

VENDOR TOTAL: 30,237.00

TOTAL - ALL VENDORS: 30,237.00

BANK CODE: GEN
 Vendor name Post Date Invoice Bank Invoice Description Gross Amount
 Address CK Run Date PO Hold
 City/State/Zip Disc. Date Disc. % Sep CK Net Amount
 Due Date 1099

b&m	B & M Manufacturing	07/08/2015	4027	GEN	WELD PARK BENCH LEG	
90045597	9265 West M Ave	07/10/2015	000007411	N		50.00
	Kalamazoo MI, 49009	/ /	0.0000	N		0.00
		07/10/2015		N		50.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
107-756-93100	WELD PARK BENCH LEG	50.00	50.00
VENDOR TOTAL:		50.00	

belle

90045598	Belle Tire	07/08/2015	26386065	GEN	551 OIL CHANGE	
	3000 Enterprise	07/10/2015	000007427	N		77.00
	Allen Park MI, 48101	/ /	0.0000	N		0.00
		07/10/2015		N		77.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86700	551 OIL CHANGE	77.00	77.00

belle

90045593	Belle Tire	07/08/2015	26389655	GEN	551 TIRES AND FRONT BRAKES	
	3000 Enterprise	07/10/2015	000007432	N		986.93
	Allen Park MI, 48101	/ /	0.0000	N		0.00
		07/10/2015		N		986.93

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86700	551 TIRES AND FRONT BRAKES	986.93	986.93
VENDOR TOTAL:		1,063.93	

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
bwd	Best Way Disposal	07/08/2015	023803	GEN	dump day 05/30	
90045656	2314 Miller Rd	07/10/2015		N		3,481.50
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		07/10/2015		N		3,481.50
Paid						
GL NUMBER	DESCRIPTION			AMOUNT		
101-249-95900	Trash Collection			3,481.50		
bwd	Best Way Disposal	07/08/2015	055556	GEN	porta potty	90.00
90045655	2314 Miller Rd	07/10/2015		N		0.00
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		07/10/2015		N		90.00
Paid						
GL NUMBER	DESCRIPTION			AMOUNT		
107-756-93100	Maintenance Services			90.00		
bwd	Best Way Disposal	07/08/2015	25248	GEN	garbage thru oct	1,558.20
90045654	2314 Miller Rd	07/10/2015		N		0.00
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		07/10/2015		N		1,558.20
Paid						
GL NUMBER	DESCRIPTION			AMOUNT		
107-756-93100	Maintenance Services			593.17		
206-340-93100	Building Maintenance			330.01		
101-218-93100	Maintenance Services			635.02		
				1,558.20	0.00	
VENDOR TOTAL:					5,129.70	
harvey	Bob Harvey	07/08/2015	07102015	GEN	dump day worker 6/27/2015	70.00
90045662	7070 North 6th Street	07/10/2015		N		0.00
	Kalamazoo MI, 49009	/ /	0.0000	N		0.00
		07/10/2015		Y		70.00
Paid						
GL NUMBER	DESCRIPTION			AMOUNT		
101-249-95900	Trash Collection			70.00		
VENDOR TOTAL:					70.00	

User: DeannaJ
 DB: Oshtemo
 EXP CHECK RUN DATES 07/10/2015 - 07/10/2015
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Vendor name: Campbell Murch Memorials
 Address: PO Box 100
 City/State/Zip: Mattawan MI, 49071
 Vendor Code: 90045666
 Ref #: 90045666
 Bank: GEN
 Invoice Description: foundation
 Post Date: 07/08/2015
 CK Run Date: 07/10/2015
 Disc. Date: / /
 Due Date: 07/10/2015
 Invoice: 20150451
 PO: 0.0000
 Disc. %: 0.0000
 Sep CK: 1099
 Hold: / /
 Gross Amount: 1,140.20
 Discount: 0.00
 Net Amount: 1,140.20

GL NUMBER	DESCRIPTION	AMOUNT
101-001-64500	Monument Installations	1,140.20
VENDOR TOTAL:		
		1,140.20

clean	DESCRIPTION	AMOUNT	AMT RELIEVED
90045590	Clean Earth 5189 King Highway Kalamazoo MI, 49048	195.00	195.00
VENDOR TOTAL:			
			195.00

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-218-93100	CLEAN SEPTIC LINE AT PUBLIC RESTROOMS	117.25	117.25
clean	Clean Earth 5189 King Highway Kalamazoo MI, 49048	0.00	0.00
90045589	Clean Earth 5189 King Highway Kalamazoo MI, 49048	195.00	195.00
VENDOR TOTAL:			
			117.25

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-218-93100	CLEAN AND CCTV LINE TO EAST LIFT STATION	58.62	58.62
206-340-93100	CLEAN AND CCTV LINE TO EAST LIFT STATION	58.63	58.63
VENDOR TOTAL:			
			117.25

clean	DESCRIPTION	AMOUNT	AMT RELIEVED
90045599	Clean Earth 5189 King Highway Kalamazoo MI, 49048	330.00	330.00
VENDOR TOTAL:			
			330.00

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-218-93100	CLEAN SEPTIC TANKS EAST SIDE OF PROPERTY	165.00	165.00
206-340-93100	CLEAN SEPTIC TANKS EAST SIDE OF PROPERTY	165.00	165.00
VENDOR TOTAL:			
			330.00

VENDOR TOTAL: 642.25

BANK CODE: GEN
 Vendor name Dan Wood
 Address 3950 E Milham Ave
 City/State/Zip Portage MI, 49002

Post Date Invoice Bank Invoice Description Gross Amount
 CK Run Date PO Hold Sep CK Discount
 Disc. Date Disc. % 1099 Net Amount
 Due Date

dw	07/08/2015	41113	GEN	ANNUAL BACK FLOW TESTING STATION 5-2	299.00
90045600	07/10/2015	000007412	N		299.00
	/ /	0.0000	N		0.00
	07/10/2015		N		299.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-93100	ANNUAL BACKFLOW TESTING STATION 5-2	299.00	299.00

VENDOR TOTAL: 299.00

dencooyer	07/08/2015	501259	GEN	551 AIRBAG SENSOR REPLACEMENT	413.08
90045601	07/10/2015	000007424	N		413.08
	/ /	0.0000	N		0.00
	07/10/2015		N		413.08

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86700	551 AIRBAG SENSOR REPLACEMENT	413.08	413.08

VENDOR TOTAL: 413.08

MISC	07/08/2015	06272015	GEN	rental deposit refund	175.00
90045664	07/10/2015		N		0.00
	/ /	0.0000	Y		0.00
	07/10/2015		N		175.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-000-24800	Rent Deposits	175.00

VENDOR TOTAL: 175.00

evp	07/08/2015	s0008374	GEN	521 BRAKE ADJUSTMENT AND LEAF SPRING RE	1,247.13
90045602	07/10/2015	000007417	N		1,247.13
	/ /	0.0000	N		0.00
	07/10/2015		N		1,247.13

Paid

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86700	521 BRAKE ADJUSTMENT, LEAF SPRING REPAIR	1,247.13	1,247.13

VENDOR TOTAL: 1,247.13

Vendor name: Gales True Value
 Address: 2825 Stadium Drive
 City/State/zip: Kalamazoo MI, 49008

Vendor Code: 90045604
 Ref #: 90045604
 Post Date: 07/08/2015
 CK Run Date: 07/10/2015
 Disc. Date: / /
 Due Date: 07/10/2015

Invoice: 113929
 PO: 000007395
 Disc. %: 0.0000
 Sep CK: 1099

Bank: GEN
 Hold: N
 Invoice Description: WINDOW AND HANGERS

Bank Code: GEN
 AMOUNT: 20.76
 AMT RELIEVED: 11.28
 AMT RELIEVED: 9.48
 AMT RELIEVED: 21.26

Gross Amount: 20.76
 Discount: 0.00
 Net Amount: 20.76

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	VENDOR TOTAL:
107-756-76000	GRANGE WINDOW	11.28	11.28	20.76
107-756-76000	HOSE HANGERS	9.48	9.98	20.76
				20.76
				VENDOR TOTAL:
				20.76

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	VENDOR TOTAL:
halli	Halli's Autocare	47188		
90045605	8688 West Main Street	000007409		
	Kalamazoo MI, 49009	0.0000		
				32.80
				VENDOR TOTAL:
				32.80

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	VENDOR TOTAL:
101-249-75100	SERVICE VEHICLE # 508	32.80	32.80	32.80
				VENDOR TOTAL:
				32.80

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	VENDOR TOTAL:
iron	Iron Mountain	161.37		
90045606	PO Box 27128	000007413		
	New York NY, 10087-7128	0.0000		
				161.37
				VENDOR TOTAL:
				161.37

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	VENDOR TOTAL:
101-250-95500	STORAGE FEE FOR JULY 2015	161.37	161.37	161.37
				VENDOR TOTAL:
				161.37

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
J&b	J&B Medical	07/08/2015	2070333/2060700	GEN	EMS SUPPLIES	657.07
90045627	50496 West Pontiac Trail	07/10/2015	000006952	N		0.00
	Wixom MI, 48393	/ /	0.0000	N		657.07
Paid		07/10/2015		N		
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
206-340-75500	NASAL CANNULAS	3.30	5.10			
206-340-75500	OXYGEN MASKS	13.80	13.80			
206-340-75500	DEFIB PADS	140.25	140.25			
206-340-75500	GAUZE PADS	35.62	35.62			
206-340-75500	OXYGEN REGULATOR	178.50	178.50			
206-340-75500	DEFIB PADS FR2	285.60	285.60			
		657.07	658.87			
J&b	J&B Medical	07/08/2015	2150530	GEN	MEDICAL GLOVE BOX MOUNT	25.46
90045628	50496 West Pontiac Trail	07/10/2015	000007123	N		0.00
	Wixom MI, 48393	/ /	0.0000	N		25.46
Paid		07/10/2015		N		
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
206-340-75500	GLOVE BOC MOUNT	25.46	25.46			
J&b	J&B Medical	07/08/2015	2244737	GEN	FIRE DEPARTMENT EMS SUPPLIES	552.59
90045625	50496 West Pontiac Trail	07/10/2015	000007295	N		0.00
	Wixom MI, 48393	/ /	0.0000	N		552.59
Paid		07/10/2015		N		
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
206-340-75500	ANEROID SPHYGMOMANOMETER	54.24	54.24			
206-340-75500	OXYGEN REGULATOR	267.75	267.75			
206-340-75500	V-VAC STARTER KIT	230.60	230.60			
		552.59	552.59			
J&b	J&B Medical	07/08/2015	22533871	GEN	FIRE DEPARTMENT EMS SUPPLIES	459.00
90045626	50496 West Pontiac Trail	07/10/2015	000007295	N		0.00
	Wixom MI, 48393	/ /	0.0000	N		459.00
Paid		07/10/2015		N		
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			

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BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

206-340-75500 HEART START FR-3 BATTERY 459.00 459.00

VENDOR TOTAL: 1,694.12

kcityt-w	Kalamazoo City Treasurer	07/08/2015	07072015	GEN	water	257.52
90045658	415 E Stockbridge	07/10/2015		N		0.00
	Kalamazoo MI, 49001	/ /	0.0000	N		257.52
		07/10/2015		N		

Paid

GL NUMBER	DESCRIPTION	AMOUNT
101-218-92000	Water - twp	88.32
206-340-92000	Water	137.51
107-756-98100	Capital Outlay/Drake House	31.69
		<u>257.52</u>

VENDOR TOTAL: 257.52

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
krcr	Kalamazoo County Road Commission	07/08/2015	51026	GEN	2015 LOCAL ROAD PROJECT CONTRACT	
90045631	3801 E Kilgore Rd	07/10/2015	000006923	N		4,599.46
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		07/10/2015		N		4,599.46
Paid						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
101-506-95200	BLANKET			4,599.46	4,599.46	
krcr	Kalamazoo County Road Commission	07/08/2015	51027	GEN	2015 LOCAL ROAD PROJECT CONTRACT	
90045633	3801 E Kilgore Rd	07/10/2015	000006927	N		1,085.53
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		07/10/2015		N		1,085.53
Paid						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
101-506-95200	BLANKET			1,085.53	1,085.53	
krcr	Kalamazoo County Road Commission	07/08/2015	51028	GEN	2015 LOCAL ROAD PROJECT CONTRACT	
90045632	3801 E Kilgore Rd	07/10/2015	000006929	N		1,694.02
	Kalamazoo MI, 49001	/ /	0.0000	N		0.00
		07/10/2015		N		1,694.02
Paid						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
101-506-95200	BLANKET			1,694.02	1,694.02	
kct-p	Kalamazoo County Treasurer	07/08/2015	police	GEN	police contract	
90045661	201 West Kalamazoo	07/10/2015		N		70,637.75
	Kalamazoo MI, 49007	/ /	0.0000	N		0.00
		07/10/2015		N		70,637.75
Paid						
GL NUMBER	DESCRIPTION			AMOUNT	AMT RELIEVED	
207-310-80200	Protection Contract - KC			70,637.75	70,637.75	
VENDOR TOTAL:						7,379.01

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BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold	Discount	
	City/State/zip	Disc. Date	Disc. %	Sep CK	Net Amount	
		Due Date		1099		
ko	Kalamazoo Oil Company	07/08/2015	06302015	GEN	fuel - twp	460.60
90045651	2601 N. Burdick Street	07/10/2015		N		
	Kalamazoo MI, 49007-1874	/ /	0.0000	N		0.00
Paid		07/10/2015		N		460.60

GL NUMBER	DESCRIPTION	AMOUNT
206-340-86800	Fuel	58.32
101-249-86800	Fuel, Oil & Grease	115.63
107-756-86800	Fuel, Oil & Grease	190.31
101-218-86800	Fuel, Oil & Grease	96.34
		<u>460.60</u>
		0.00

ko	Kalamazoo Oil Company	07/08/2015	1956-1518101	GEN	fire dept apparatus fuel	2,449.12
Ref #	Address	Disc. Date	Disc. %	Sep CK	Net Amount	
	City/State/zip	Due Date		1099		
ko	Kalamazoo Oil Company	07/08/2015	1956-1518101	GEN	fire dept apparatus fuel	2,449.12
90045639	2601 N. Burdick Street	07/10/2015		N		
	Kalamazoo MI, 49007-1874	/ /	0.0000	N		0.00
Paid		07/10/2015		N		2,449.12

GL NUMBER	DESCRIPTION	AMOUNT
206-340-86800	Fuel	2,449.12

VENDOR TOTAL: 2,909.72

KAR	KAR Laboratories, Inc	07/08/2015	proj#505420	GEN	WATER TEST FOR GRANGE AND STATION 5-3	56.00
Ref #	Address	Disc. Date	Disc. %	Sep CK	Net Amount	
	City/State/zip	Due Date		1099		
KAR	KAR Laboratories, Inc	07/08/2015	proj#505420	GEN	WATER TEST FOR GRANGE AND STATION 5-3	56.00
90045607	4425 Manchester Rd	07/10/2015	000007405	N		0.00
	Kalamazoo MI, 49001	/ /	0.0000	N		56.00
Paid		07/10/2015		N		56.00

VENDOR TOTAL: 56.00

User: DeannaJ
 DB: Oshtemo
 EXP CHECK RUN DATES 07/10/2015 - 07/10/2015
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

BANK CODE: GEN
 Vendor name: Marc Germy
 Address: 1369 Concord Place Drive
 City/State/Zip: Apt 1D Kalamazoo MI, 49009-1651
 Vendor Code: 90045634
 Ref #: 101-249-80800

Post Date	Invoice	Bank	Invoice Description	Gross Amount
CK Run Date	PO	Hold		Discount
Disc. Date	Disc. %	Sep CK		Net Amount
Due Date		1099		
07/08/2015	07102015	GEN	record meetings	60.00
07/10/2015		N		
/ /	0.0000	N		0.00
07/10/2015		Y		60.00

Paid
 GL NUMBER 101-249-80800
 DESCRIPTION Contracted Services
 AMOUNT 60.00
 VENDOR TOTAL: 60.00

Post Date	Invoice	Bank	Invoice Description	Gross Amount
CK Run Date	PO	Hold		Discount
Disc. Date	Disc. %	Sep CK		Net Amount
Due Date		1099		
07/08/2015	07102015	GEN	minute transcriptionist	525.00
07/10/2015		N		0.00
/ /	0.0000	N		0.00
07/10/2015		Y		525.00

Paid
 GL NUMBER 101-805-70200
 DESCRIPTION Salary
 AMOUNT 525.00
 VENDOR TOTAL: 525.00

BANK CODE: GEN
 Vendor name Megee Print & Document Solutions
 Address 509 Mills Street
 City/State/Zip Kalamazoo MI, 49001

Vendor Code	Ref #	Post Date	Invoice	Bank	Invoice Description	Gross Amount
		CK Run Date	PO	Hold		Discount
		Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
megee	90045608	07/08/2015	64098	GEN	ENVELOPES & NEWSLETTERS	1,158.96
		07/10/2015	000007391	N		0.00
		/ /	0.0000	N		1,158.96
		07/10/2015		Y		

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-72800	ENVELOPES	304.39	304.39
101-249-95700	NEWSLETTERS	854.57	854.57
		1,158.96	1,158.96

Vendor Code	Ref #	Post Date	Invoice	Bank	Invoice Description	Gross Amount
		CK Run Date	PO	Hold		Discount
		Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
megee	90045609	07/08/2015	64239	GEN	BUSINESS CARDS FOR GRANT AND ZAK	158.40
		07/10/2015	000007400	N		0.00
		/ /	0.0000	N		158.40
		07/10/2015		Y		

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-72800	BUSINESS CARDS FOR GRANT	79.20	79.20
101-249-72800	BUSINESS CARDS FOR ZAK	79.20	79.20
		158.40	158.40

VENDOR TOTAL: 1,317.36

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
menards	Menards	07/08/2015	91363	GEN	STATION SUPPLIES AND BATTERIES	84.51
90045641	6800 West Main Street	07/10/2015	000007419	N		0.00
	Kalamazoo MI, 49009	/ /	0.0000	N		84.51
Paid		07/10/2015		N		
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
206-340-72800	WEED KILLER FOR 5-2	16.99	16.99			
206-340-72800	123 BATTERIES FOR 5-1	11.18	11.18			
206-340-75700	VELCRO FOR MAINTENANCE SHOP	7.88	7.88			
206-340-72800	AAA BATTERIES FOR 5-1	9.99	9.99			
206-340-72800	AA BATTERIES FOR 5-1 AND 5-2	19.98	19.98			
206-340-75700	4 INCH ZIPTIES FOR MAINTENANCE SHOP	1.27	1.27			
206-340-75700	6 INCH ZIPTIES FOR MAINTENANCE SHOP	2.48	2.48			
206-340-72800	DISHSOAP FOR 5-2	2.96	2.96			
206-340-72800	DISHWASHER DETERGENT FOR 5-1 AND 5-2	11.78	11.78			
		84.51	84.51			
menards	Menards	07/08/2015	91407	GEN	COLOROX, HAND CLEANER	24.81
90045636	6800 West Main Street	07/10/2015	000007407	N		0.00
	Kalamazoo MI, 49009	/ /	0.0000	N		24.81
Paid		07/10/2015		N		
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
107-756-76000	COLOROX BLEACH AND HAND CLEANER	24.81	24.81			
menards	Menards	07/08/2015	91493	GEN	WEED KILLER FOR 5-2	50.97
90045640	6800 West Main Street	07/10/2015	000007421	N		0.00
	Kalamazoo MI, 49009	/ /	0.0000	N		50.97
Paid		07/10/2015		N		
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
206-340-72800	WEED KILLER FOR 5-2	50.97	50.97			
menards	Menards	07/08/2015	91609	GEN	POSTS, BROOM, AND PLATE	83.29
90045637	6800 West Main Street	07/10/2015	000007406	N		0.00
	Kalamazoo MI, 49009	/ /	0.0000	N		83.29
Paid		07/10/2015		N		
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
101-218-76000	POSTS	39.81	39.81			

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
107-756-76000	POSTS				13.27	13.27
107-756-76000	BROOM				21.96	21.96
107-756-76000	DUSTPAN				3.99	3.99
101-218-76000	PLATE AND SCREWS				4.26	4.26
					83.29	83.29

menards	Menards	07/08/2015	92011	GEN	2 QUARTS OF 30W OIL, SHOP RAGS	15.56
90045624	6800 West Main Street	07/10/2015	000007426	N		0.00
	Kalamazoo MI, 49009	/ /	0.0000	N		15.56
		07/10/2015		N		

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-340-86700	2 QUARTS OF 30W OIL	5.78	5.78
206-340-75700	SHOP RAGS	9.78	9.78
		15.56	15.56

msc	Miner Supply Co., Inc.	07/08/2015	450241	GEN	BATH TISSUES AND TOWELS	235.06
90045610	922 47th Street SW	07/10/2015	000007394	N		0.00
	Wyoming MI, 49509	/ /	0.0000	N		235.06
		07/10/2015		N		

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-218-76600	BATH TISSUES	41.90	41.90
206-340-93100	BATH TISSUES	41.90	41.90
206-340-93100	MULTIFOLD TOWELS	41.60	41.60
206-340-93100	ROLL TOWELS	23.16	23.16
101-218-76600	ROLL TOWELS	23.16	23.16
101-218-76600	56 GAL LINERS	31.67	31.67
107-756-76600	56 GAL LINERS	31.67	31.67
		235.06	235.06

VENDOR TOTAL:					259.14
VENDOR TOTAL:					235.06

Vendor name Bank Invoice Description Gross Amount
 Address Hold Discount
 City/State/Zip Sep CK Net Amount
 1099

mfe Moses Fire Equipment GEN "UNITED WE STAND" VEHICLE DECALS FOR FI 170.95
 90045611 PO Box 690 N 170.95
 Lawrence MI, 49064-0690 N 0.00
 N 170.95
 Paid

GL NUMBER AMOUNT AMT RELIEVED
 206-340-72800 156.00 156.00
 206-340-72800 14.95 14.95
 170.95 170.95
 VENDOR TOTAL: 170.95

mrc MRC Industries, Inc. GEN cleaning - june 1,175.97
 90045650 2538 South 26th Street N 1,175.97
 Kalamazoo MI, 49048 N 0.00
 Paid 07/10/2015 0.0000 N 1,175.97

GL NUMBER AMOUNT
 206-340-93100 Building Maintenance 130.66
 101-218-93100 Maintenance Services 522.65
 107-756-93100 Maintenance Services 522.66
 1,175.97
 VENDOR TOTAL: 1,175.97

n&s Niewoonder & Sons, Inc GEN SEASONAL CONTRACT FOR CEMETERY MOWING 1,337.14
 90045657 2319 N Drake N 1,337.14
 Kalamazoo MI, 49006 N 0.00
 Paid 07/10/2015 0.0000 N 1,337.14

GL NUMBER AMOUNT AMT RELIEVED
 101-218-93100 SEASONAL MOWING, TRIM OF (3) CEMETERIES 1,337.14 1,337.14
 VENDOR TOTAL: 1,337.14

Vendor name: North Coast Window Works
 Address: 225 Parsons Street
 City/State/Zip: Kalamazoo MI, 49007

Vendor Code: 90045596
 Ref #: 90045596

Post Date: 07/08/2015
 CK Run Date: 07/10/2015
 Disc. Date: / /
 Due Date: 07/10/2015

Invoice: 342
 PO: 000007399
 Disc. %: 0.0000

Bank: GEN
 Hold: N
 Sep CK: N
 1099: N

Invoice Description: DRAKE HOUSE/WINDOW SASH INSTALLATION
 Gross Amount: 637.46
 Discount: 0.00
 Net Amount: 637.46

AMOUNT 637.46 AMT RELIEVED 637.46
 VENDOR TOTAL: 637.46

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
107-756-98100	DRAKE HOUSE/WINDOW SASH INSTALLATION	637.46	637.46

Vendor	GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
OCBA, Inc	90045613	521 S Riverview Dr Kalamazoo MI, 49004	3,567.96	3,567.96
Paid				0.00
				3,567.96

Vendor	GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
OCBA, Inc	90045612	521 S Riverview Dr Kalamazoo MI, 49004	2,457.25	2,457.25
Paid				0.00
				2,457.25

AMOUNT 2,457.25 AMT RELIEVED 2,457.25
 VENDOR TOTAL: 6,025.21

Vendor	GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
OHD	90045595	2687 John Hawkins Pkwy Hoover AL, 35244	760.00	760.00
Paid				0.00
				760.00

AMOUNT 760.00 AMT RELIEVED 760.00
 VENDOR TOTAL: 760.00

Vendor	GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
OHD	206-340-93300	2687 John Hawkins Pkwy Hoover AL, 35244	760.00	760.00
Paid				0.00
				760.00

AMOUNT 760.00 AMT RELIEVED 760.00
 VENDOR TOTAL: 760.00

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
oshtemo	Oshtemo Township	07/08/2015	2	GEN	2nd qtr peo mileage	921.06
90045638	7275 West Main Street	07/10/2015		N		0.00
	Kalamazoo MI, 49009	/ /	0.0000	N		921.06
Paid		07/10/2015		N		
GL NUMBER	DESCRIPTION				AMOUNT	
207-320-87000	PEO Mileage				921.06	
oshtemo	Oshtemo Township	07/08/2015	2nd qtr	GEN	support staff & attorney fees	605.00
90045667	7275 West Main Street	07/10/2015		N		0.00
	Kalamazoo MI, 49009	/ /	0.0000	Y		605.00
Paid		07/10/2015		N		0.00
GL NUMBER	DESCRIPTION				AMOUNT	
900-728-70300	Salary-Staff				500.00	
900-728-82600	Legal Fees				105.00	
					605.00	
					0.00	
VENDOR TOTAL:						1,526.06

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
pncbank	PNC Bank	07/08/2015	06052015	GEN	halfmoon education expense	269.00
90045576	PO Box 856177	07/10/2015		N		0.00
	Louisville KY, 40285	/ /	0.0000	N		269.00
		07/10/2015		N		
Paid						
GL NUMBER	DESCRIPTION	AMOUNT				
101-249-95800	Education/Dues - general	269.00				
pncbank	PNC Bank	07/08/2015	06102015	GEN	credit from amazon	(134.91)
90045573	PO Box 856177	07/10/2015		N		0.00
	Louisville KY, 40285	/ /	0.0000	N		(134.91)
		07/10/2015		N		
Paid						
GL NUMBER	DESCRIPTION	AMOUNT				
206-340-76600	Expendable Equipment	(134.91)				
pncbank	PNC Bank	07/08/2015	06112015	GEN	r&r industries credit	(125.00)
90045582	PO Box 856177	07/10/2015		N		0.00
	Louisville KY, 40285	/ /	0.0000	N		(125.00)
		07/10/2015		N		
Paid						
GL NUMBER	DESCRIPTION	AMOUNT				
206-340-76600	Expendable Equipment	(125.00)				
pncbank	PNC Bank	07/08/2015	amazon	GEN	VAC FILTER FROM SOUTHSIDE VACUUM	22.85
90045588	PO Box 856177	07/10/2015	000007343	N		0.00
	Louisville KY, 40285	/ /	0.0000	N		22.85
		07/10/2015		N		
Paid						
GL NUMBER	DESCRIPTION	AMOUNT				
107-756-76000	VAC FILTER	22.85				
pncbank	PNC Bank	07/08/2015	fire- etc	GEN	FIRE DEX FIRE BOOTS	265.00
90045579	PO Box 856177	07/10/2015	000007365	N		0.00
	Louisville KY, 40285	/ /	0.0000	N		265.00
		07/10/2015		N		
Paid						
GL NUMBER	DESCRIPTION	AMOUNT				
206-340-76600	FIRE DEX FDXL100 SIZE 11W	265.00				

Vendor Code Vendor name Vendor Address City/State/Zip
 Ref # Address City/State/Zip
 Invoice Date Invoice Amount
 Post Date CK Run Date Disc. % Due Date
 BANK CODE: GEN
 Hold Sep CK 1099

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	Net Amount
206-336-95900	AMANDA BEAN CAR SEAT TECH RENEWAL	50.00	50.00	
pncbank 90045571	PNC Bank PO Box 856177 Louisville KY, 40285			
	sign city			
	07/08/2015			
	07/10/2015			
	/ /			
	0.0000			
	07/10/2015			
Paid				
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	
206-340-86700	NUMBER DECALS FOR VEHICLES	20.00	20.00	
pncbank 90045587	PNC Bank PO Box 856177 Louisville KY, 40285			
	ups			
	07/08/2015			
	07/10/2015			
	/ /			
	0.0000			
	07/10/2015			
Paid				
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	
206-340-93300	SHIPPING OF BROKEN SCBA REGULATORS	15.02	15.02	
206-340-86700	SHIPPING OF VERIZON KEY FOBS	9.10	9.10	
		24.12	24.12	
pncbank 90045572	PNC Bank PO Box 856177 Louisville KY, 40285			
	walgreens			
	07/08/2015			
	07/10/2015			
	/ /			
	0.0000			
	07/10/2015			
Paid				
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	
206-340-72800	FIRE DEPARTMENT PHOTO	4.23	4.23	
pncbank 90045584	PNC Bank PO Box 856177 Louisville KY, 40285			
	walgreens			
	07/08/2015			
	07/10/2015			
	/ /			
	0.0000			
	07/10/2015			
Paid				
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED	
206-340-72800	PAST FIRE CHIEF PHOTOS	4.38	4.38	
206-340-72800	TAX	0.26	0.26	
		4.64	4.64	

INVOICE APPROVAL BY INVOICE REPORT FOR OSHTEMO TOWNSHIP
 EXP CHECK RUN DATES 07/10/2015 - 07/10/2015
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

User: DeannaJ
 DB: Oshtemo

Vendor name
 Address
 City/State/Zip

Post Date Invoice
 CK Run Date PO
 Disc. Date Disc. %
 Due Date

Bank Invoice Description
 Hold
 Sep CK
 1099

Gross Amount
 Discount
 Net Amount

VENDOR TOTAL:										1,082.80
p&n	Prein & Newhof	07/08/2015	various	GEN	engineering fees					
90045635	3355 Evergreen Drive NE	07/10/2015		N						2,337.20
	Grand Rapids MI, 49525	/ /	0.0000	N						0.00
Paid		07/10/2015		N						2,337.20

GL NUMBER	DESCRIPTION	AMOUNT
101-209-82000	Engineering Fees	711.50
101-805-82000	Engineering Fees	397.00
101-249-82000	Engineering Fees	140.00
490-000-82000	Engineering Fees	1,088.70
VENDOR TOTAL:		2,337.20

VENDOR TOTAL:										2,337.20
rathco	Rathco Safety Supply Inc	07/08/2015	150108	GEN	SIGN POSTS AND FASTENERS					137.00
90045614	6742 Lovers Lane	07/10/2015	000007393	N						0.00
	Portage MI, 49002	/ /	0.0000	N						137.00
Paid		07/10/2015		N						137.00

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-218-76000	SIGN POSTS AND FASTENERS	68.50	68.50
107-756-76000	SIGN POSTS AND FASTENERS	68.50	68.50
VENDOR TOTAL:		137.00	137.00

VENDOR TOTAL:										137.00
ros	Reliable Office Supplies	07/08/2015	bff34701	GEN	COPY PAPER					119.96
90045615	PO Box 105529	07/10/2015	000007392	N						0.00
	Atlanta GA, 30348-5529	/ /	0.0000	N						119.96
Paid		07/10/2015		N						119.96

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-249-72800	COPY PAPER	119.96	119.96
VENDOR TOTAL:		119.96	119.96

BANK CODE: GEN
 Vendor name RI Stafford Excavating
 Address PO Box 754
 City/State/zip Richland MI, 49083

Vendor Code	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	CK Run Date	PO	Hold		Discount
	Disc. Date	Disc. %	Sep CK		Net Amount
	Due Date		1099		
rise 90045591	07/08/2015	1715	GEN	grave openings	1,500.00
	07/10/2015		N		0.00
	/ /	0.0000	N		1,500.00
	07/10/2015		Y		

Paid
 GL NUMBER DESCRIPTION AMOUNT
 101-218-80800 Contracted Grave Openings 1,500.00

Vendor Code	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	CK Run Date	PO	Hold		Discount
	Disc. Date	Disc. %	Sep CK		Net Amount
	Due Date		1099		
rise 90045592	07/08/2015	1715	GEN	GRADING ON DISC GOLF COURSE	460.00
	07/10/2015	000007431	N		0.00
	/ /	0.0000	N		0.00
	07/10/2015		Y		460.00

Paid
 GL NUMBER DESCRIPTION AMOUNT AMT RELIEVED
 107-756-97400 GRADING ON DISC GOLF COURSE 460.00 460.00

Vendor Code	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	CK Run Date	PO	Hold		Discount
	Disc. Date	Disc. %	Sep CK		Net Amount
	Due Date		1099		
suwarsky 90045644	07/08/2015	06192015	GEN	reimburse conf expenses	33.00
	07/10/2015		N		0.00
	/ /	0.0000	N		0.00
	07/10/2015		N		33.00

Paid
 GL NUMBER DESCRIPTION AMOUNT
 101-249-95800 Education/Dues 33.00

Vendor Code	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	CK Run Date	PO	Hold		Discount
	Disc. Date	Disc. %	Sep CK		Net Amount
	Due Date		1099		
MISC 90045663	07/08/2015	06282015	GEN	rental deposit refund	250.00
	07/10/2015		N		0.00
	/ /	0.0000	Y		0.00
	07/10/2015		N		250.00

Paid
 GL NUMBER DESCRIPTION AMOUNT
 101-000-24800 Rent Deposits 250.00

Vendor Code	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	CK Run Date	PO	Hold		Discount
	Disc. Date	Disc. %	Sep CK		Net Amount
	Due Date		1099		
suwarsky 90045644	07/08/2015	06192015	GEN	reimburse conf expenses	33.00
	07/10/2015		N		0.00
	/ /	0.0000	N		0.00
	07/10/2015		N		33.00

Paid
 GL NUMBER DESCRIPTION AMOUNT
 101-249-95800 Education/Dues 33.00

Vendor Code	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	CK Run Date	PO	Hold		Discount
	Disc. Date	Disc. %	Sep CK		Net Amount
	Due Date		1099		
MISC 90045663	07/08/2015	06282015	GEN	rental deposit refund	250.00
	07/10/2015		N		0.00
	/ /	0.0000	Y		0.00
	07/10/2015		N		250.00

Paid
 GL NUMBER DESCRIPTION AMOUNT
 101-000-24800 Rent Deposits 250.00

Vendor name
 Address
 City/State/zip

S & T Lawn Service
 3393 South 6th Street
 Kalamazoo MI, 49009

Vendor Code
 Ref #

Bank Invoice
 Hold
 Sep CK
 1099

Invoice Description
 Gross Amount
 Discount
 Net Amount

Post Date
 CK Run Date
 Disc. Date
 Due Date

12042
 000007228
 0.0000
 07/08/2015
 07/10/2015
 / /
 07/10/2015

GEN
 N
 N
 N

DDA LAWN MAINT/OCC

248.00
 0.00
 248.00

AMOUNT
 248.00

AMT RELIEVED
 248.00

VENDOR TOTAL:
 248.00

secant
 90045643

Secant Technologies
 6395 Technology Ave
 Kalamazoo MI, 49009

61046
 0.0000
 07/08/2015
 07/10/2015
 / /
 07/10/2015

GEN
 N
 N
 N

computer support

2,047.13
 0.00
 2,047.13

AMOUNT
 1,123.57
 923.56
 2,047.13

secant
 90045642

Secant Technologies
 6395 Technology Ave
 Kalamazoo MI, 49009

61134
 000007390
 0.0000
 07/08/2015
 07/10/2015
 / /
 07/10/2015

GEN
 N
 N
 N

VMWARE MAINTENANCE RENEWAL EXPIRES 6/6/

1,441.44
 0.00
 1,441.44

AMOUNT
 1,441.44
 1,441.44

AMT RELIEVED
 1,441.44

VENDOR TOTAL:
 3,488.57

secant
 90045642

Secant Technologies
 6395 Technology Ave
 Kalamazoo MI, 49009

61134
 000007390
 0.0000
 07/08/2015
 07/10/2015
 / /
 07/10/2015

GEN
 N
 N
 N

VMWARE MAINTENANCE

1,441.44
 0.00
 1,441.44

AMOUNT
 1,441.44
 1,441.44

AMT RELIEVED
 1,441.44

VENDOR TOTAL:
 3,488.57

BANK CODE: GEN
 Vendor name: Siegfried Crandall
 Address: 246 E Kilgore Rd
 City/State/zip: Kalamazoo MI, 49002-5599
 Vendor Code: 90045623
 Ref #: 90045623

Post Date: 07/08/2015
 CK Run Date: 07/10/2015
 Disc. Date: / /
 Due Date: 07/10/2015
 Invoice: 86355
 PO: 0.0000
 Disc. %: 0.0000
 Bank: GEN
 Hold: N
 Sep CK: N
 1099: N

GL NUMBER	DESCRIPTION	AMOUNT	GEN	computer support	Gross Amount	Discount	Net Amount
206-340-80900	Computer Operations	60.00	N		4,009.28	0.00	4,009.28
101-201-80500	Computer Support	3,949.28	N				
		4,009.28					

Paid

GL NUMBER	DESCRIPTION	AMOUNT	GEN	accounting support	Gross Amount	Discount	Net Amount
sc 90045645	Siegfried Crandall 246 E Kilgore Rd Kalamazoo MI, 49002-5599	86429	N		1,500.00	0.00	1,500.00
		0.0000	N				
			N		1,500.00		1,500.00

Paid

GL NUMBER	DESCRIPTION	AMOUNT	GEN	accounting support	Gross Amount	Discount	Net Amount
101-223-82500	Accounting & Audit Fees	1,000.00	N		4,009.28	0.00	4,009.28
490-000-80800	Audit Fees	50.00	N				
206-336-82500	Accounting & Audit Fees	150.00	N				
491-000-80800	Audit Fees	50.00	N				
107-756-82500	Accounting & Audit Fees	50.00	N				
207-310-82500	Accounting & Audit Fees	50.00	N				
249-371-82500	Accounting & Audit Fees	50.00	N				
211-344-82500	Accounting & Audit Fees	50.00	N				
900-728-82500	Accounting & Audit Fees	50.00	N				
		1,500.00					

VENDOR TOTAL: 5,509.28

Vendor name: State of Michigan
 Address: Michigan Department of Treasury
 City/State/zip: Lansing MI, 48909
 Vendor Code: 90045617
 Ref #: 90045617
 Post Date: 07/08/2015
 CK Run Date: 07/10/2015
 Disc. Date: / /
 Due Date: 07/10/2015
 Invoice: gesmundo 003938-t GEN
 Hold: N
 Sep CK: 000007415
 1099: 0.0000
 Invoice Description: CONSENT JUDG FOR GESMUNDO LLC - 12 PARC
 Gross Amount: 50.00
 Discount: 0.00
 Net Amount: 50.00

Paid
 GL NUMBER: 101-249-96100
 DESCRIPTION: CONSENT JUDG FEE FOR GESMUNDO LLC - 12 P
 AMOUNT: 50.00
 AMT RELIEVED: 50.00

GL NUMBER: 90045616
 DESCRIPTION: State of Michigan
 Michigan Department of Treasury
 PO Box 30471
 Lansing MI, 48909
 Post Date: 07/08/2015
 CK Run Date: 07/10/2015
 Disc. Date: / /
 Due Date: 07/10/2015
 Invoice: gesmundo 004601-t GEN
 Hold: N
 Sep CK: 000007414
 1099: 0.0000
 Invoice Description: CONSENT JUDGMENT - GESMUNDO LLC - 6 PAR
 Gross Amount: 50.00
 Discount: 0.00
 Net Amount: 50.00

Paid
 GL NUMBER: 101-249-96100
 DESCRIPTION: CONSENT JUDGMENT - GESMUNDO LLC - 6 PARC
 AMOUNT: 50.00
 AMT RELIEVED: 50.00

Vendor TOTAL: 100.00
 Vendor Description: PARTS FOR BRUSH HOG (ROTARY MOWER)
 Vendor Amount: 222.86
 Vendor Discount: 0.00
 Vendor Net Amount: 222.86

Vendor Code: 101-218-75300
 Ref #: 107-756-75300
 Post Date: 07/08/2015
 CK Run Date: 07/10/2015
 Disc. Date: / /
 Due Date: 07/10/2015
 Invoice: 263208
 Hold: N
 Sep CK: 000007410
 1099: 0.0000
 Invoice Description: LINK AND BRACKET FOR ROTARY CUTTER
 Gross Amount: 44.57
 Discount: 178.29
 Net Amount: 222.86

Paid
 Vendor TOTAL: 222.86
 Vendor Description: LINK AND BRACKET FOR ROTARY CUTTER
 Vendor Amount: 222.86

MISC
 90045665
 Stephen Boley
 1508 Concord Place Dr Apt 2D
 Kalamazoo MI, 49009
 Post Date: 07/08/2015
 CK Run Date: 07/10/2015
 Disc. Date: / /
 Due Date: 07/10/2015
 Invoice: 06272015
 Hold: N
 Sep CK: 0.0000
 1099:
 Invoice Description: rental deposit refund
 Gross Amount: 250.00
 Discount: 0.00
 Net Amount: 250.00

Paid
 GL NUMBER: 101-000-24800
 DESCRIPTION: Rent Deposits
 AMOUNT: 250.00

Vendor Code Vendor name Address City/State/Zip Post Date Invoice Bank Invoice Description Gross Amount
 Ref # CK Run Date PO Hold Sep CK Discount
 Disc. Date Disc. % Due Date 1099 Net Amount

Bank CODE: GEN
 VENDOR TOTAL: 250.00

hartleb 90045660	Ted Hartleb Agency 5840 King Highway Kalamazoo MI, 49048	07/08/2015 07/10/2015 / /	4c61423 0.0000	GEN N N Y	increase inland marine	70.00 0.00 70.00
Paid						
GL NUMBER 206-340-91200	DESCRIPTION General Insurance				AMOUNT 70.00	

hartleb 90045659	Ted Hartleb Agency 5840 King Highway Kalamazoo MI, 49048	07/08/2015 07/10/2015 / /	4x61423 0.0000	GEN N N Y	3rd qtr ins pymt	15,565.75 0.00 15,565.75
Paid						
GL NUMBER 101-234-91200 206-340-91200	DESCRIPTION General Insurance General Insurance				AMOUNT 7,782.88 7,782.87	
					15,565.75	0.00
					VENDOR TOTAL:	15,635.75

spirit 90045621	The Spirit Shoppe 4510 KL Avenue Kalamazoo MI,	07/08/2015 07/10/2015 / /	11753 000007366 0.0000	GEN N N N	FULLTIME MEMBER POLO SHIRTS	314.00 0.00 314.00
Paid						
GL NUMBER 206-336-72500 206-336-72500	DESCRIPTION TACTICAL POLOS TACTICAL POLO WHITE				AMOUNT 256.00 58.00	
					314.00	314.00
					VENDOR TOTAL:	314.00

Vendor name: T-Shirt Printing Plus
 Address: 8608 West Main Street
 City/State/zip: Kalamazoo MI, 49009

Vendor Code: 90045619
 Ref #: 90045619
 Invoice Description: SHIRTS FOR MAINTENANCE
 Bank: GEN
 Hold: N
 Sep CK: N
 1099: N

Post Date: 07/08/2015
 CK Run Date: 07/10/2015
 Disc. Date: / /
 Due Date: 07/10/2015
 Invoice: 51694
 PO: 000007408
 Disc. %: 0.0000

GL NUMBER: 101-218-76000
 DESCRIPTION: T SHIRTS FOR MAINTENANCE DEPARTMENT
 AMOUNT: 180.00
 AMT RELIEVED: 180.00

Vendor Code: vw
 Ref #: 90045620
 Invoice Description: FIRE DEPARTMENT VEHICLE INSTALLATION
 Bank: GEN
 Hold: N
 Sep CK: N
 1099: N

Post Date: 07/08/2015
 CK Run Date: 07/10/2015
 Disc. Date: / /
 Due Date: 07/10/2015
 Invoice: mins0014805
 PO: 000007429
 Disc. %: 0.0000

GL NUMBER: 206-340-85300
 DESCRIPTION: AUTOMATIC DRIVER ID INSTALL
 AMOUNT: 175.00
 AMT RELIEVED: 175.00

GL NUMBER: 206-340-85300
 DESCRIPTION: SERIAL SENSOR EXPANSION MODULE INSTALL
 AMOUNT: 325.00
 AMT RELIEVED: 325.00

GL NUMBER: 206-340-85300
 DESCRIPTION: UNIT INSTALL
 AMOUNT: 325.00
 AMT RELIEVED: 325.00

VENDOR TOTAL: 825.00

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
zop	Zemlick Office Products	07/08/2015	0119874-001	GEN	OFFICE SUPPLIES	273.71
90045629	3773 Sky King Blvd	07/10/2015	000007401	N		0.00
	Kalamazoo MI, 49009	/ /	0.0000	N		273.71
		07/10/2015		N		
Paid						
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
206-340-72800	LAMINATING POUCHES	16.98	16.98			
101-249-72800	6X9 CLASP ENVELOPES	14.44	14.44			
101-250-72800	INDEX PAGE #3	2.25	2.25			
101-250-72800	INDEX PAGE #2	2.11	2.11			
101-250-72800	INDEX PAGE #1	2.50	2.50			
101-250-72800	ORANGE POST IT FLAGS	16.52	16.52			
101-250-72800	GREEN POSTIT FLAGS	16.52	16.52			
101-250-72800	BLUE POST IT FLAGS	8.26	8.26			
101-250-72800	LABEL PROTECTORS	14.12	14.12			
101-201-72800	TONER (2)	136.63	136.63			
101-250-72800	PRONG FASTENERS	12.06	12.06			
206-340-72800	COPY PAPER	31.32	31.32			
		273.71	273.71			
zop	Zemlick Office Products	07/08/2015	0120491-001	GEN	CARDSTOCK	14.47
90045594	3773 Sky King Blvd	07/10/2015	000007430	N		0.00
	Kalamazoo MI, 49009	/ /	0.0000	N		14.47
		07/10/2015		N		
Paid						
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
101-249-72800	CARDSTOCK	14.47	14.47			
zop	Zemlick Office Products	07/08/2015	various	GEN	OFFICE SUPPLIES	207.27
90045622	3773 Sky King Blvd	07/10/2015	000007398	N		0.00
	Kalamazoo MI, 49009	/ /	0.0000	N		207.27
		07/10/2015		N		
Paid						
GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED			
101-249-72800	DYMO LABELS	51.70	51.70			
101-191-72800	DYMO LABELS	51.70	51.70			
101-249-72800	EARBUDS	9.62	9.62			
101-249-72800	LETTER FILE FOLDERS	12.64	12.64			
101-191-72800	CARDSTOCK	14.47	14.47			
206-340-72800	HANGING EXPANDING	29.70	29.70			
101-250-72800	STRAIGHT CUT FIES	9.25	9.25			

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
101-249-72800	CARDSTOCK				14.47	14.47
101-249-72800	9V BATTERIES				13.72	13.72
					<u>207.27</u>	207.27

VENDOR TOTAL: 495.45

TOTAL - ALL VENDORS: 152,133.95

*Bold Font Indicates Proposed Appointment. Others are Continuing

TITLE	# Mtgs	Members	Dates	Term/End Date
Parks	12	Deb Everett Libby Heiny-Cogswell Cheri Bell (Resident) Roger Taylor (Resident) Karen High (Staff)	3rd Thursday @ 7:30 a.m.	
Police		Libby Heiny-Cogswell Deb Everett Mark Barnes (Police Contract Coordinator) Jack Shepperly (Resident) Jim Sterenberg (Resident) Malcolm Blair (Resident) Dave Bushouse (Resident) Jim Taylor (Resident)	Monthly as needed	
Safety		Nick Pollich (MSP-Primary, Resident) Scott Ernstes (MSP-Alternate) Keith Bearup (Resident) Jim Porter (Staff Attorney) Nate Strong (Staff) Cathy Harrell (Staff) Linda Ignasiak (Staff) Mark Barnes (Staff)	As needed	
Wellhead Protection Team		Marc Elliott	Quarterly (approximately)	

4,c



Memorandum

Date: July 9, 2015
To: Township Board
From: Nate Strong, Human Resources
Subject: Ordinance Enforcement Administrative Assistant Job Description

Objective

Board consideration for approval of the Ordinance Enforcement Administrative Assistant Job Description.

Background

The Township Board has allocated some budget resources to support the Township Ordinance Enforcement Officer and no further budgetary action is being asked of the Board. The Ordinance Enforcement Administrative Assistant Job Description defines and formalizes the essential job functions and responsibilities of this position as discussed with and recommended by the Ordinance Enforcement Officer and HR Committee. The Ordinance Enforcement Administrative Assistant will provide administrative support to the Ordinance Enforcement Officer in the provision of services to Township residents including; Ordinance Enforcement, Property Maintenance Inspection, Rental Housing Inspection, and Liquor Control Inspection.

Request

Board approval of the Ordinance Enforcement Administrative Assistant Job Description as submitted.

Information Provided

Ordinance Enforcement Administrative Assistant Job Description

**CHARTER TOWNSHIP OF OSHTEMO
POSITION DESCRIPTION**

Position Title: **ORDINANCE ENFORCEMENT ADMINISTRATIVE ASSISTANT**

General Summary:

Under the general direction of the Township Ordinance Enforcement Officer, performs a variety of administrative and clerical functions related to processing ordinance violations, and Rental Housing, Property Maintenance and Liquor Control Inspections.

Essential Job Functions:

Physical requirements described herein are representative of those requirements which must be met by an employee to successfully perform the essential job functions of this job. Reasonable accommodations may be made upon request to enable an individual with a disability to perform these essential job functions.

The employee must be able to use MS Office word processing, spreadsheet and email programs, and type various documents including legal documents, memos, ordinance violation notices, reports, inspection schedules, etc.

The employee must be able to use BS&A software database to enter, document, update and process ordinance violations, Rental Housing/Property Maintenance administration and inspections.

The employee must be able to maintain the records of the Office of Ordinance Enforcement, both paper and electronic. To do so, he or she must be able to open, maintain and close files, requiring lifting, standing, bending, walking, and manipulation of the files. The employee must also be able to move about to file and retrieve files from storage. In addition, the Ordinance Enforcement Administrative Assistant is required to maintain and update the official records for the Township and be able to file and retrieve these records from a secure location.

The employee must be able to read and comprehend ordinances and documentation, and communicate information both verbally and in writing and respond to inquiries.

The employee must be able to listen effectively, inquire, obtain and document detailed information from verbal communications.

The employee must be able to communicate fluently in English, answer and make telephone calls, schedule appointments and maintain the calendar for the Ordinance Enforcement Office.

The employee must be able to open, sort, read and distribute incoming correspondence, both regular and electronic.

Typical Responsibilities:

1. Provide administrative support and assistance with communications, documentation, filling, and scheduling in support of ordinance enforcement, rental housing inspection, property maintenance inspection and liquor control inspections.

2. Taking and documenting complaint information.
3. Research and gathering of information from complaints, ordinances and other resources.
4. Responding to questions and inquiries.
5. Mailing enforcement documents and notices.
6. Entering and maintaining of documentation in BS&A software database.
7. Processing of application fees.
8. Process purchase orders as necessary.
9. Special projects as needed or directed and other duties as assigned.

Secondary Responsibilities:

1. Assist in other areas of office support, answering the telephone, and provide service at the customer counter as needed and/or scheduled.

The above statements are intended to describe the general nature and level of work being performed. They are not to be constructed as and exhaustive list of all duties performed.

Employment Qualifications:

EDUCATION: High School diploma or equivalent.

EXPERIENCE: Must be able to meet prescribed typing and computer standards in effect at the time of hire.

Strong interpersonal communication skills, both oral and written.

Other Desirable Qualifications:

Associate Degree in Business Administration.

These qualifications represent guidelines; alternative qualifications may be substituted if sufficient to perform the duties required by this position.

Effective Date: _____



Memorandum

Date: July 9, 2015
To: Township Board
From: Nate Strong, Human Resources
Subject: Employee Handbook Change Regarding Section 5.6 Flex Time

Objective

Board consideration for approval of new policy language for Oshtemo Charter Township Employee Handbook section 5.6, known as “Flex Time”, with change to “Relief Time” policy language and naming as submitted.

Background

Flex Time is a policy adopted by the Board, which has been in place for over 10 years, that allows exempt employees to take time off from their normal schedule in lieu of required time worked outside of their normal schedule, i.e. attend Board meetings.

A review of “Flex Time” was requested by the Township Supervisor and the following concerns were brought before the HR Committee to be addressed:

1. There was inconsistency among exempt staff in the interpretation and use of Flex Time, and the recording of Flex Time and hours worked in BS&A Timesheet.
2. The recording of Flex Time in BS&A Timesheet interfered with the ability to utilize reports generated in BS&A to review exempt employee hours worked.
3. The term “Flex Time” generally has a different meaning outside of Oshtemo Township.

The HR Committee’s review of Flex Time has been in-depth, included input from exempt employees, and considerable discussion. The recommendation of the HR Committee is to revise and continue the Flex Time policy, now known as Relief Time, to include the following changes:

1. The language has been revised to provide more clarity of the intent of the Policy.
2. Exempt employees will cease to record “Flex Time” in BS&A Timesheet and record only hours worked, Holiday and PTO hours.
3. The Policy will now be called Relief Time.
4. Human Resources will provide training to all exempt employees on the Relief Time policy and the procedure for entering time into BS&A Timesheet, along with training for the recording and use of Relief Time.

Information Provided

Relief Time Policy (Redline version and Final version)

5.6 Flex Relief Time:

The following guidelines shall be followed for flex Relief Time:

- ~~A. — General hourly employees. Hourly employees shall be paid time and a half for all overtime. No flex time shall be allowed.~~
- A. Exempt employees: Exempt employees, as defined by the Fair Labor Standards Act, shall be allowed Relief Time as defined herein. “Relief Time” shall mean time off from work in consideration for time worked in addition to the exempt employee’s normal schedule work week, but only to the extent that the additional time worked is necessary to attend required meetings, respond to urgent situations, or complete approved work projects which cannot be completed within the normal work schedule. Relief Time shall be used within the following guidelines:
 - ~~B. — General salaried employees: Exempt employees, as defined by the Fair Labor Standards Act, working full time and who do not receive overtime for hours worked in excess of their full time hours per week shall be given flex time as defined herein. “Flex time” shall mean that time expended outside of the exempt employee’s normal work week, but only to the extent that the time expended is necessary to attend meetings or complete work projects which cannot otherwise be completed within the prescribed work schedule. Flex time shall only be accrued as necessary, and not used arbitrarily to adjust one’s schedule.~~
 - ~~1. — All flex time accrued shall be reported on the employee’s time sheet, with explanation and justification, subject to the Township Supervisor’s approval.~~
 - 1. Relief Time is not intended to extend PTO time. It is intended to provide some relief for additional time worked.

~~2. All flex time used shall be reported on the employee's time sheet with approval of the employee's Department Head or Township Supervisor or Clerk or Treasurer and so noted on the employee's time sheet, except that flex time used as, or in conjunction with, paid time off shall be requested and approved in accordance with Appendix B of the *Employee Handbook*.~~

2. It is preferable that the Relief Time be used within the same week or pay period that the additional time is worked.

~~3. Flex time may be accrued and used on an ongoing basis provided that each employee may not accrue more than forty (40) hours of flex time at any one time.~~

3. If Relief Time cannot be taken within the same week or pay period, employees may accrue Relief Time with the approval of their immediate supervisor.

a. Accrued Relief Time and Relief Time used will be logged in a spreadsheet by the employee and have immediate supervisor approval.

b. Accrued Relief Time will not exceed 40 hours at any one time.

4. ~~Flex~~ Relief Time ~~off must~~ may be used within increments of not less than one (1) hour per pay period the employee's normal work schedule with approval from his/her immediate supervisor.

5. No more than ~~twenty-four (24)~~ 8 hours office/16 hours Fire Department of flex Relief Time may be used per taken within a pay period.

6. There shall be no pay-off of flex Relief Time at the time of termination of employment.

7. Relief Time will not be recorded in the BS&A Timesheet or Payroll system; nor will it be recorded as PTO or Sick Time. Employees may note Relief Time used in the "Notes" section of their Timesheet.
8. Time logged into the BS&A Timesheet system will be the definitive record of employee hours worked.

~~C.B.~~ ~~Firefighting~~ **Hourly** employees. ~~Firefighting~~ **Hourly** employees (excluding the Fire Chief and Deputy Fire Chief) shall ~~adhere to~~ **be paid time and a half for all overtime in accordance with** the Fair Labor Standards Act ~~(the Act)~~ requirements. No ~~flex~~ **Relief** Time shall be allowed. All time in excess of the limits provided under the Act shall be paid at the rate of time and a half.

Revised Sec. 5.6 Paragraph B - Effective 1/22/08
Revised Sec. 5.6 Paragraph B - Effective 3/25/08
Revised Sec. 5.6 Paragraph B 3 - Effective 10/28/08
Revised Sec. 5.6 Paragraph B - Effective 10/13/09
Revised Sec. 5.6 Paragraphs B & C - Effective 4/26/11
Revised Sec. 5.6 - Effective _____

5.6 Relief Time

The following guidelines shall be followed for Relief Time:

- A. Exempt employees: Exempt employees, as defined by the Fair Labor Standards Act, shall be allowed Relief Time as defined herein. "Relief Time" shall mean time off from work in consideration for time worked in addition to the exempt employee's normal schedule work week, but only to the extent that the additional time worked is necessary to attend required meetings, respond to urgent situations, or complete approved work projects which cannot be completed within the normal work schedule. Relief Time shall be used within the following guidelines:
1. Relief Time is not intended to extend PTO time. It is intended to provide some relief for additional time worked.
 2. It is preferable that the Relief Time be used within the same week or pay period that the additional time is worked.
 3. If Relief Time cannot be taken within the same week or pay period, employees may accrue Relief Time with the approval of their immediate supervisor.
 - a. Accrued Relief Time and Relief Time used will be logged in a spreadsheet by the employee and have immediate supervisor approval.
 - b. Accrued Relief Time will not exceed 40 hours at any one time.
 4. Relief Time may be used within the employee's normal work schedule with approval from their immediate supervisor.
 5. No more than 8 hours office/16 hours Fire Department of Relief Time may be taken within a pay period.
 6. There shall be no pay-off of Relief Time at the time of termination of employment.
 7. Relief Time will not be recorded in the BS&A Timesheet or Payroll system; nor will it be recorded as PTO or Sick Time. Employees may note Relief Time used in the "Notes" section of their Timesheet.
 8. Time logged into the BS&A Timesheet system will be the definitive record of employee hours worked.
- B. Hourly employees: Hourly employees shall be paid time and a half for all overtime in accordance with the Fair Labor Standards Act. No Relief Time shall be allowed.

Memo



To: Oshtemo Charter Township Board
From: James W. Porter *JWP*
Date: July 7, 2015
Subject: Discharge of Firearms in the Township

OBJECTIVE

To open a discussion regarding limiting the discharge of firearms in and near highly populated areas of the Township.

BACKGROUND

The Township's ability to regulate the discharge of firearms has been quite limited, but a new Public Act now authorizes charter townships to regulate the discharge of firearms within a township.

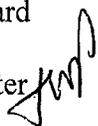
INFORMATION PROVIDED

A history of the law, State regulations and local ordinance provisions have been provided in order to assist the Board in its discussions.

STATEMENT OF WHAT YOU ARE ASKING BOARD TO APPROVE

To consider a limited ban on the discharge of firearms along the eastern portion of the Township in and near highly populated areas of the Township.

MEMORANDUM

TO: Township Board
FROM: James W. Porter 
DATE: July 7, 2015
SUBJECT: Limitations on Discharge of Firearms in the Township

In order to put this discussion in context, I think it is important for the Board to review the law, State regulations and the actions which the Township has taken over the years in order to fully understand this issue before moving forward.

As the Board is likely aware, the Township is a creature of statute and can only do what it is authorized to do by statute as quoted in *National Steel Corp. v Bates Tp.*, 374 Mich. 58 (1964):

“A township is not a sovereignty with inherent powers of government. It is a creature of statute and possesses only such powers as are expressly granted it by statute. See *Township of Royal Oak v City of Pleasant Ridge*, 295 Mich. 284, 289, 294 N.W. 682 and the cases there cited.”

Townships are also limited from exercising control in those areas which have been preempted by State law.

“A local government may exercise reasonable control to regulate matters of local concern but only in a manner and to the degree that the regulation does not conflict with state law.

To determine whether a conflict exists between a municipal ordinance and a state statute, the court of appeals must ascertain if the ordinance is merely an extension of state law, where the state law expressly provides that the State’s authority to regulate a specified area of the law is to be exclusive, there is no doubt that municipal regulation is preempted. Any ordinance conflicts with state law when it directly conflicts with a statute or with a validly promulgated rule of an administrative agency. If an ordinance attempts to prohibit that which a statute permits, both cannot stand and the ordinance is void.

Even where there is no direct conflict between a statute and a municipal ordinance, an ordinance may not regulate subject matter that has been preempted by a statutory scheme. A state regulatory scheme preempts municipal regulation where the state law is expressly preemptive, by examination of the legislative history or by the pervasiveness of the state regulatory scheme, or where the nature of the subject matter regulated demands exclusive state regulation to achieve the uniformity necessary to serve the State's purpose or interest. The comprehensiveness of a state statutory scheme is properly viewed as evidence of the State's preemptive intent although the pervasiveness of a regulatory scheme is generally not sufficient, of itself, to infer preemption of an ordinance regulating the same subject matter."

Keeping those general principles in mind, the State has long held that the Department of Natural Resources should have exclusive control over hunting within the State of Michigan. The State adopted laws authorizing the D.N.R. to regulate hunting and the discharge of firearms in certain areas of the State. The law on this matter is currently found in Part 415 of Act No. 451 of the Public Acts of 1995, which reads in pertinent part as follows:

"Sec. 41901.(1) In addition to all of the department powers, in the interest of public safety and the general welfare, the department may regulate and prohibit hunting, and the discharge of firearms and bow and arrow, as provided in this part, on those areas established under this part where hunting or the discharge of firearms or bow and arrow may or is likely to kill, injure, or disturb persons who can reasonably be expected to be present in the areas or to destroy or damage buildings or personal property situated or customarily situated in the areas or will impair the general safety and welfare. In addition, the department may determine and define the boundaries of the areas. Areas or parts of areas may be closed throughout the year. The department, in furtherance of safety, may designate areas where hunting is permitted only by prescribed methods and weapons that are not inconsistent with law. Whenever the governing body of any political subdivision determines that the safety and well-being of persons or property are endangered by hunters or discharge of firearms or bow and arrows, by resolution it may request the department to recommend closure of the area as may be required to relieve the problem. Upon receipt of a certified resolution, the department shall establish a date for a public hearing in the political subdivision, and the requesting political authority shall arrange for suitable quarters for the hearing. The

department shall receive testimony on the nature of the problems resulting from hunting activities and firearms use from all interested parties on the type, extent, and nature of the closure, regulations, or controls desired locally to remedy these problems.”

Under the authority granted to the Department, the D.N.R. adopted, as part of the Michigan Administration Code, Regulation 299.3048 which read as follows:

“(1) The hunter area control committee was created by section 1 of Act No. 159 of the Public Acts of 1967. It is composed of a representative of the department of natural resources, a representative of the department of state police, *the township supervisor*, and a representative of the sheriff’s department of the counties involved.

(2) The committee selects a chairman from its members who serves for a year, then alternates with a member from another agency. The department of natural resources performs clerical, operational, and administrative duties of the committee. Expenses incurred are borne by the member’s department. Costs of surveys and actions outside the committee and the sheriff’s department are borne by the department of natural resources.

(3) In the interest of public safety and the general welfare, the committee may regulate and prohibit hunting and the discharge of firearms and bow and arrow on those areas where hunting or the discharge of firearms or bow and arrow may or is likely to kill, injure, or disturb persons who reasonably can be expected to be present in the areas or to destroy or damage buildings or personal property situated or customarily situated in such areas or will impair the general safety and welfare. The committee may determine and define the boundaries. Areas may be closed throughout the year or parts thereof. The committee, in furtherance of safety, may designate areas where hunting is permitted only by prescribed methods and weapons not inconsistent with law. [Emphasis added.]”

Based upon the authority granted to the D.N.R., the Township sought its assistance in 1994, at which time the D.N.R. agreed to install hunting restrictions in Oshtemo Township and adopted the following regulation:

“Regulation No. 139, Kalamazoo county.

R 317.139.1 Oshtemo township, parts of sections 11, 13, 14, 24, 25, and 26; hunting prohibited.

Rule 1. Hunting with, or the discharge of, a firearm is unlawful within the following described area in Oshtemo township, Kalamazoo county, except at a target range recognized and approved by the township board: Beginning at the intersection of Drake road and Parkview avenue; thence west on Parkview avenue to Atlantic avenue; thence southwesterly on Atlantic avenue to 9th street; thence north on 9th street to Erie street; thence southwest on Erie street to Chime street; thence north on Chime street to West Michigan avenue; thence northeasterly on West Michigan avenue to 9th street; thence north on 9th street to to the NW corner of the SE 1/4 of section 26, T2S, R12W; thence east 1/2 mile on the 1/4 line to the NE corner of the SE 1/4 of section 26, T2S, R12W; thence north 1/2 mile on the section line to the NW corner of section 25, T2S, R12W; thence east 1/2 mile on the section line to 11th street; thence north on 11th street to KL avenue; thence northwesterly on KL avenue to the SW corner of the NW 1/4 of section 24, T2S, R12W; thence north 1/2 mile on the section line to the NW corner of section 24, T2S, R12W; thence west on the section line 1/2 mile to the SW corner of the SE 1/4 of section 14, T2S, R12W; thence north on the 1/4 line for 1 and 1/2 miles to the NW corner of the SE 1/4 of section 11, T2S, R12W; thence east 3/4 mile to the centerline of U.S. 131; thence south 1/2 mile on U.S. 131 to the north section line of section 13, T2S, R12W; thence east 3/4 mile to Drake road; thence south on Drake road to the point of beginning.”

The Township, in response to the D.N.R.’s action, adopted Ordinance No. 171, which reads in pertinent part as follows:

“171.002 Description of area closed to hunting.

Sec. 2. Hunting with, or the discharge of, a firearm is unlawful within the following described area in Oshtemo Charter Township, Kalamazoo County, except at a target range recognized and approved by the Township Board:” [Legal Description Omitted].

A colored copy of the map area prohibited to hunting or the discharge of firearms under the Township’s Ordinance is attached as Exhibit A.

The problem between the legislation and the enacted regulations is the difference between the following two sentences:

“Sec. 41901. (1) In addition to all of the department powers, in the interest of public safety and the general welfare, the department may regulate and prohibit hunting, **and** the discharge of firearms and bow and arrow, as provided in this part, on those areas established under this part where hunting or the discharge of firearms or bow and arrow may or is likely to kill, injure, or disturb persons. . . .” [Emphasis added.]

The regulation which was enacted by the State of Michigan reads as follows:

“R 317.139.1 Oshtemo township, parts of sections 11, 13, 14, 24, 25, and 26; hunting prohibited.

Rule 1. Hunting with, **or** the discharge of, a firearm is unlawful within the following described area in Oshtemo township, Kalamazoo county, except at a target range recognized and approved by the township board: . . .” [Emphasis added.]

The Township’s Ordinance then mirrored this language in adopting the following:

“171.002 Description of area closed to hunting.

Sec. 2. Hunting with, **or** the discharge of, a firearm is unlawful within the following described area in Oshtemo Charter Township, Kalamazoo County, except at a target range recognized and approved by the Township Board:” [Legal Description Omitted] [Emphasis added.]

Therefore, the initial attempt was to not only prohibit hunting, but also prohibit the discharge of firearms within the No Discharge Firearm Area imposed by the D.N.R. However, the State Attorney General’s office issued an opinion in 1981, Opinion No. 5960, which held that the D.N.R.’s authority was limited to hunting and the discharge of firearms. Therefore, any regulations enacted which prohibited target shooting either

under Section 10b of the Game Law statute (MCL 312.10b(21)) were not enforceable. It was the opinion of the Attorney General that the intent of the Game Law was to control and limit the discharge of weapons while hunting and taking of wild birds and wild game. Therefore, the Attorney General specifically said any prohibition against a landowner target practicing on his or her property, even if residents are within 150 yards, is not enforceable as long as the target practice is carried out in a safe or prudent manner. This opinion called into question the restriction in the Township's Ordinance regarding the discharge of a firearms under the Hunting Area and Firearms Discharge Control Ordinance.

In the case of *Czyzbor's Timber, Inc. v City of Saginaw*, 478 Mich. 348 (2006), the non-discharge of firearms within the City of Saginaw was upheld, but in that decision, the Court of Appeals made it clear that the City had authority separate from the D.N.R. to prohibit the discharge of firearms. However, the Court was clear that the Township did not have authority to prohibit the discharge of firearms without requesting that the D.N.R. prohibit the discharge of firearms through the action of the Hunting Area Control Committee. Again, that regulation was rescinded in late 1994.

Given the limited authority of the Township in this area, the Township Board sought to protect additional areas from "hunting" in 2005 and requested that the D.N.R. expand the No Hunting Area within the Township. The Township Board passed a resolution on August 9, 2005, requesting that the D.N.R. hold a public hearing pursuant to Section 419 of Public Acts 451 and to make recommendations regarding expansion of the No Discharge Firearms Area. A copy of the resolution is attached hereto as Exhibit B. A copy of the map showing the area of additional restriction which the Township

Board sought is attached as Exhibit C. The D.N.R. held the public hearing but refused to expand the No Hunting Area within the Township. A copy of the D.N.R.'s refusal to expand the area in any way dated June 26, 2006, is attached as Exhibit D.

As of 2005, despite the Township's best efforts, the Township was left with a zone which restricted Hunting and the Discharge of a Firearm, but no regulations regarding the discharge of a firearm separate from the D.N.R., other than possible criminal penalties. This is not just my opinion, Michigan Townships Association's current website regarding hunting and shooting reads as follows:

"2) Regulating Hunting and Shooting (Discharge)

A. Hunting

A township cannot directly prohibit the discharge of firearms or hunting in all or part of the township except in very narrow circumstances, and in most of those circumstances, state approval is required (and has only be granted in very few instances since the 1980's)."

In recent discussions with the D.N.R., I pointed out the fact that during the time I have worked with Oshtemo Township, its population has grown from approximately 8,000 to more than 22,000 residents, and I thought there should be additional support for the right to impose a No Discharge of Firearms limitation within a township of this size. While the D.N.R. officials were congenial and said they would be willing to consider a resolution by the Township Board to expand the No Hunting Area, they stated that it would not address target shooting in our community.

I believe the Board is aware of the problems associated with target shooting in the more densely populated areas of the Township. When I did not receive satisfaction after my initial review of the law and after conferring with the D.N.R., I continued my legal

research. During my further research I found Public Act No. 29 of the Public Acts of 2015, which was adopted and approved by the Governor on May 12, 2015. While this statute does not address game law, I believe there is a provision within it which would override the limitations of MCL 324.41901. I have attached a copy of this Act as Exhibit E. Please note that Subsection 4 of the Act, which will become effective August 10, 2015, states that:

“Sec. 4. This act does not prohibit a city or a charter township from doing any of the following:

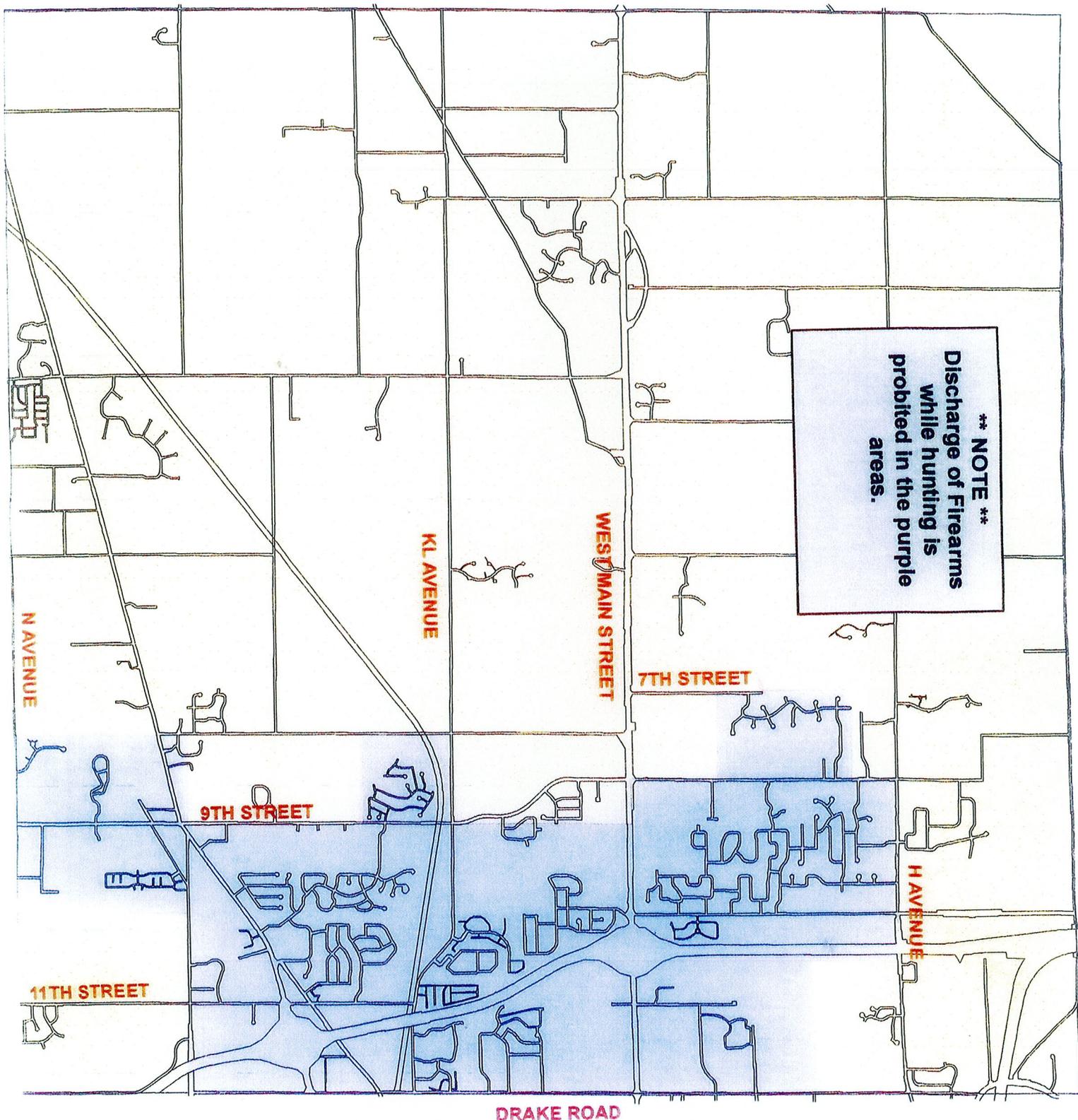
- (a) Prohibiting the discharge of a pistol or other firearm within the jurisdiction of that city or charter township.
- (b) Prohibiting the discharge of pneumatic guns in any area within the jurisdiction of the city or charter township that is so heavily populated as to make that conduct dangerous to the inhabitants of that area, except that an ordinance shall not prohibit the discharge of pneumatic guns at authorized target ranges, on other property where firearms may be discharged, or on or within private property with the permission of the owner or possessor of that property if conducted with reasonable care to prevent a projectile from crossing the bounds of the property.”

Because the hunting control regulations imposed by the D.N.R. do not effectively address the discharge of firearms while target shooting, and because of the rapid growth of the urbanized area within the Township, I recommend the following:

- A. The Board seek public input to impose a No Discharge of Firearms Area within a portion of the Township.
- B. The Board initially look at the area which was proposed to be closed to hunting by the Township in 2005/2006.

- C. The Board limit the No Discharge of-Firearms Area to a consolidated area within the eastern portion of the Township in order to allow for effective enforcement. (If we provide a patchwork quilt of No Discharge of Firearms Areas throughout the Township, I do not believe it will be manageable or enforceable.)
- D. The Board take public comment and seek input from the residents on this issue, but be aware that it is likely to be a hot button issue for some in the community.

Please note that my recommendation is coming to you, not from an attorney with no background in firearms. At the risk of alienating some citizens, or perhaps even some Board members, I want you to be aware that I am a life member of the National Rifle Association, and I regularly target shoot pistols, shotguns and rifles. I am not an individual who is an anti-gun person, but I also know one of the primary rules of target shooting is to "Know your target and what's beyond." With that said, I believe that there are areas in the Township in which hunting and/or the discharge of firearms is not appropriate.



CHARTER TOWNSHIP OF OSHTEMO
KALAMAZOO COUNTY, MICHIGAN

**RESOLUTION REGARDING
PROHIBITION OF THE DISCHARGE OF FIREARMS**

August 9, 2005

WHEREAS, the owners of certain property located in Oshtemo Charter Township have requested prohibition of the discharge of firearms in and around their property, to-wit: All that land located within Sections 1, 2, and 12, east of 9th Street to Drake Road, and from the north boundary line of the Township, south to the boundary with the City of Kalamazoo. Also, including, the southwest quarter of Section 14, the northwest quarter of Section 23; the northwest and southwest quarters of Section 26, as well as the southeast quarter of Section 36; and

WHEREAS the Township Board has considered the requests of property owners and has determined that the property owners have raised a legitimate issue with regard to the safety and well-being of persons or properties being endangered by the discharge of firearms.

NOW, THEREFORE, the Oshtemo Charter Township Board does hereby request that the Department of Natural Resources hold a public hearing, pursuant to Part 419, Section 41901, of Public Act 451 of 1994, and make recommendations to the Oshtemo Charter Township Board with regard to regulations which the Department of Natural Resources believes are necessary to alleviate or correct the problems of the discharge of firearms.

A motion was made by Nancy Culp, seconded by Neil G. Sikora, to adopt the foregoing Resolution.

Upon a roll call vote, the following voted "Aye":

John VanDyke, Deborah Everett, Nancy Culp, Dave Bushouse,
Ted Corakis, Stanley Rakowski and Neil G. Sikora

The following voted "Nay": None

The following "Abstained": None

The Supervisor declared that the Resolution has been adopted.

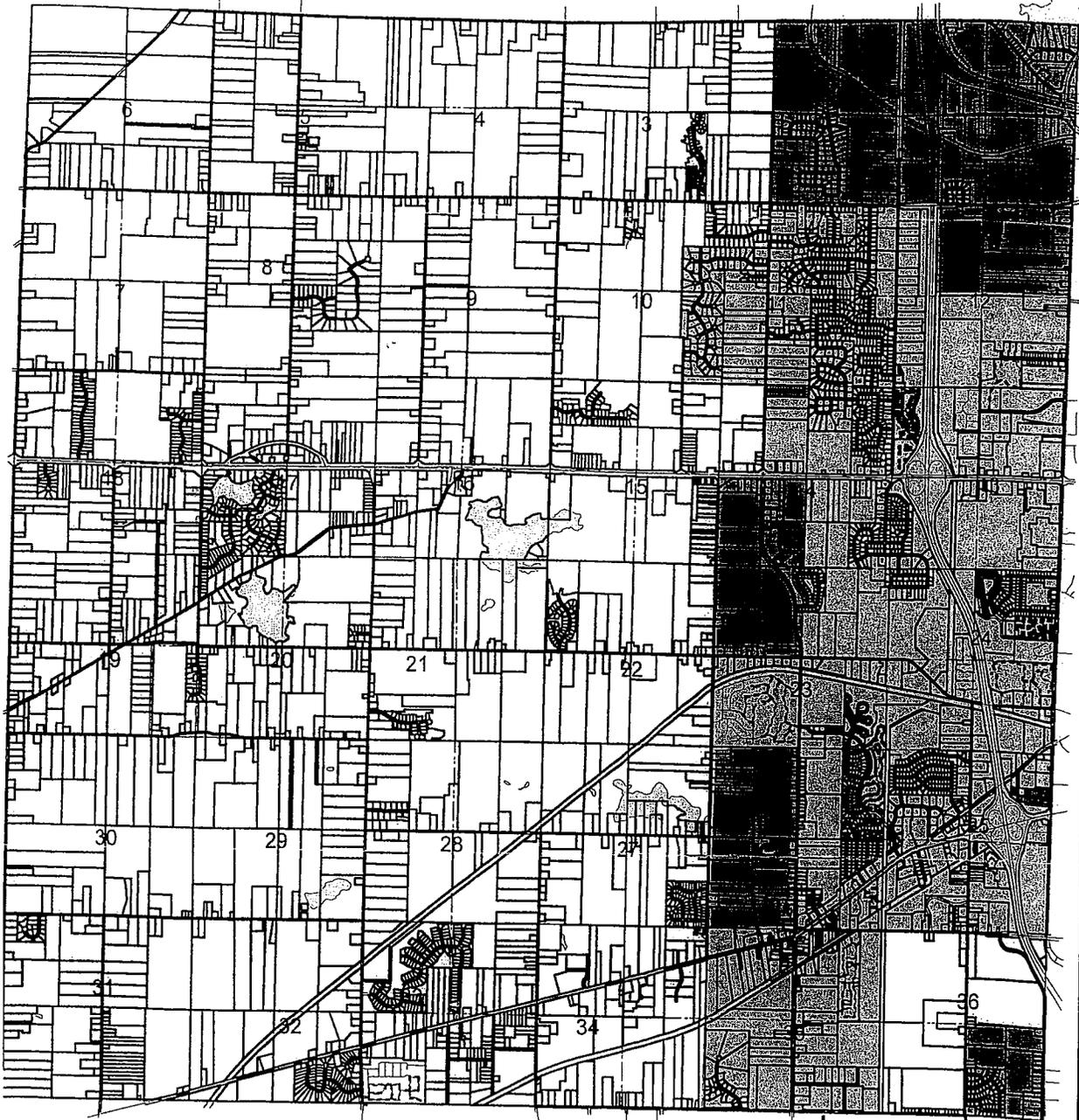
Deborah L. Everett
DEBORAH L. EVERETT, Clerk
Oshtemo Charter Township

CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of an Excerpt of the Minutes of a meeting of the Oshtemo Charter Township Board, held on August 9, 2005, at which meeting all members were present and voted upon the same as indicated in said Minutes; that said meeting was held in accordance with the Open Meetings Act of the State of Michigan.

Deborah L. Everett
DEBORAH L. EVERETT, Township Clerk

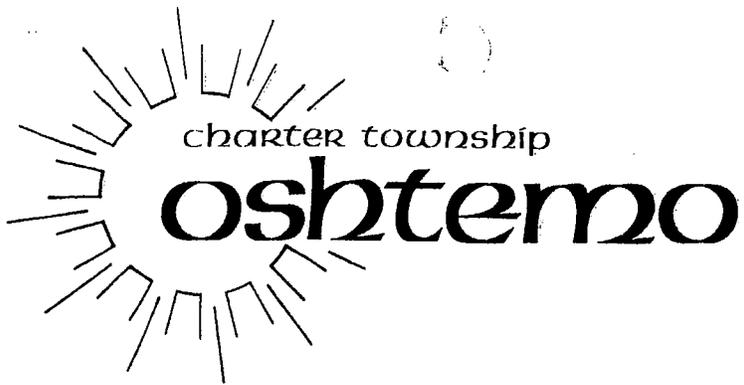
HUNTING CONTROL AREA NO DISCHARGE OF FIREARMS AND PROPOSED EXPANSION AREA



LEGEND

-  Current Hunting Control Area
-  Proposed Control Expansion





7275 W. MAIN STREET, KALAMAZOO, MI 49009-9334
269-375-4260 FAX 375-7180 TDD 375-7198
www.oshtemo.org

Notice of Public Hearing
Oshtemo Township Hall
7275 West Main Street
April 26, 2006
7:00 p.m.

Proposed Extension of No Discharge of Firearms Area

The Department of Natural Resources will hold a public hearing regarding extending the no discharge of firearms to include the following areas:

- extend current north boundary to West G Avenue and between North 9th Street and North Drake Road,
- an area south of West Main to KL Avenue between 8th Street and east to the quarter section line of Sections 14 and 23,
- an area south of Clayton Estates Manufactured Home Community to current boundary north of Stadium Drive between 8th Street and 9th Street,
- the southeast quarter of Section 36

All interested parties are welcome to attend.



STATE OF MICHIGAN

DEPARTMENT OF NATURAL RESOURCES
LANSINGJENNIFER M. GRANHOLM
GOVERNORREBECCA A. HUMPHRIES
DIRECTOR

June 26, 2006

Ms. Deborah Everett
Oshtemo Township Clerk
7275 West Main Street
Kalamazoo, Michigan 49007

Dear Ms. Everett:

SUBJECT: Hunting Area Control - Prohibition of Firearms – Oshtemo Township

Upon conclusion of a public hearing, conducted on April 26, 2006, and an investigation conducted by the Department of Natural Resources, it is the position of the Department that the Hunting Area Control resolution as proposed by the Charter Township of Oshtemo, be denied.

The public hearing conducted pursuant to Part 419 of Public Act 451, as amended, was held on April 26, 2006. At that time, 30 citizens were present along with three township officials. Twenty (20) of the attendees spoke publicly about the proposed additional closure areas. Two persons expressed concerns about firearms hunting not being a safe activity to be conducted on or adjacent to their properties because of intensifying human land use and development. No specific instances of firearms hunting complaints were offered, other than references to hunters trespassing, and complaints to the sheriff office being disregarded. The majority of citizens felt concerned about loss of personal rights to do as they desired on their own lands (most owned 5 acres or more). They wished for the privilege to do as they desired on their own lands to be retained for themselves or for invited guests. They recognized that the eastern portion of the Township is becoming more intensively developed, but felt that it was premature to close more areas to hunting at this time. Written comments came from a developer, who initiated the hearing request, and a property owner who were in favor of the prohibition of firearms in certain areas. Another written concern came from a Kalamazoo Public School assistant superintendent who had safety concerns about firearms hunting next to their facilities.

Physical examination of the proposed closure areas finds large portions of it still suitable for firearms hunting use. Existing recreational trespass and safety zone laws address many of the perceived concerns regarding firearms hunting within those areas. A check of the DNR Law Enforcement Division complaint records, from 2001 to present, shows only nine complaints of all types from the Township for that time period.

June 26, 2006

Based on physical examination of the proposed closure area; the concerns of the hearing attendees; the written comments regarding loss of property rights, as well as the lack of documented human safety concerns, it is recommended that firearms hunting activity within the proposed closure area be allowed to continue. No testimony or evidence of substantive incidents which would warrant a Hunting Area control was provided during the public hearing or during the investigation subsequent to the hearing.

The necessity to establish a Hunting Area Control is based on the need for public safety, beyond which the enforcement of existing regulations is determined to be inadequate. Factual incidents involving public safety issues and other such evidence or documentation that a safety problem exists must govern the Department's recommendation for a Hunting Area Control ordinance. Therefore, the Department of Natural Resources recommends denial of the Hunting Area Control as proposed by the Charter Township Oshtemo.

The hunting activity and use of firearms within the proposed closure area should be closely monitored and complaints should be investigated by any law enforcement agency contacted. As human development continues, and the need arises to address safety concerns related to hunting, trespass, and/or the careless or reckless discharge of firearms, this should be revisited when appropriate. In addition to contacting local law enforcement officials, you may also contact the DNR District Law Supervisor in your area at (269)-685-6851. Complaints can also be referred to the Department's 24-hour hotline at 1 (800) 292-7800.

Sincerely,



Lt. Sherry Chandler
Law Enforcement Division
Hunter Education Section
(517) 334-3414

cc: James Porter, Atty at Law
for Charter Township of Oshtemo
Chief Alan Marble, DNR
Capt. Tim Nixon, DNR
Act. Lt. Dave Malloch, DNR
C.O Paul Higashi

Exhibit E

Act No. 29
Public Acts of 2015
Approved by the Governor
May 12, 2015
Filed with the Secretary of State
May 12, 2015
EFFECTIVE DATE: August 10, 2015

**STATE OF MICHIGAN
98TH LEGISLATURE
REGULAR SESSION OF 2015**

Introduced by Senator Hildenbrand

ENROLLED SENATE BILL No. 85

AN ACT to amend 1990 PA 319, entitled "An act to prohibit local units of government from imposing certain restrictions on the ownership, registration, purchase, sale, transfer, transportation, or possession of pistols or other firearms, ammunition for pistols or other firearms, or components of pistols or other firearms," by amending the title and sections 1, 2, 3, and 4 (MCL 123.1101, 123.1102, 123.1103, and 123.1104).

The People of the State of Michigan enact:

TITLE

An act to prohibit local units of government from imposing certain restrictions on the ownership, registration, purchase, sale, transfer, transportation, or possession of pistols, other firearms, or pneumatic guns, ammunition for pistols or other firearms, or components of pistols or other firearms.

Sec. 1. As used in this act:

(a) "Firearm" means any weapon which will, is designed to, or may readily be converted to expel a projectile by action of an explosive.

(b) "Local unit of government" means a city, village, township, or county.

(c) "Pistol" means that term as defined in section 222 of the Michigan penal code, 1931 PA 328, MCL 750.222.

(d) "Pneumatic gun" means any implement, designed as a gun, that will expel a BB or pellet by spring, gas, or air. Pneumatic gun includes a paintball gun that expels by pneumatic pressure plastic balls filled with paint for the purpose of marking the point of impact.

Sec. 2. A local unit of government shall not impose special taxation on, enact or enforce any ordinance or regulation pertaining to, or regulate in any other manner the ownership, registration, purchase, sale, transfer, transportation, or possession of pistols, other firearms, or pneumatic guns, ammunition for pistols or other firearms, or components of pistols or other firearms, except as otherwise provided by federal law or a law of this state.

Sec. 3. This act does not prohibit a local unit of government from doing any of the following:

(a) Prohibiting or regulating conduct with a pistol, other firearm, or pneumatic gun that is a criminal offense under state law.

(b) Prohibiting or regulating the transportation, carrying, or possession of pistols, other firearms, or pneumatic guns by employees of that local unit of government in the course of their employment with that local unit of government.

(c) Regulating the possession of pneumatic guns within the local unit of government by requiring that an individual below the age of 16 who is in possession of a pneumatic gun be under the supervision of a parent, a guardian, or an individual 18 years of age or older, except that an ordinance shall not regulate possession of a pneumatic gun on or within private property if the individual below the age of 16 is authorized by a parent or guardian and the property owner or legal possessor to possess the pneumatic gun.

(d) Prohibiting an individual from pointing, waving about, or displaying a pneumatic gun in a threatening manner with the intent to induce fear in another individual.

Sec. 4. This act does not prohibit a city or a charter township from doing any of the following:

(a) Prohibiting the discharge of a pistol or other firearm within the jurisdiction of that city or charter township.

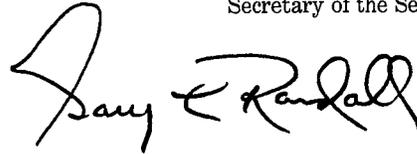
(b) Prohibiting the discharge of pneumatic guns in any area within the jurisdiction of the city or charter township that is so heavily populated as to make that conduct dangerous to the inhabitants of that area, except that an ordinance shall not prohibit the discharge of pneumatic guns at authorized target ranges, on other property where firearms may be discharged, or on or within private property with the permission of the owner or possessor of that property if conducted with reasonable care to prevent a projectile from crossing the bounds of the property.

Enacting section 1. This amendatory act takes effect 90 days after the date it is enacted into law.

This act is ordered to take immediate effect.



Secretary of the Senate



Clerk of the House of Representatives

Approved.....

.....
Governor

Charter Township of Oshtemo Board Meeting

July 14, 2015

A Brief Background Presentation

Accidental Firearm Discharge Damage

**Wes and Annmarie Freeland's Home
2545 Creek Shire Ct. Kalamazoo, MI 49009**

June 7, 2015

Approximately 2 Minutes Prior to 7:08:47 PM EDT

Goggle Earth Oshtemo Township, Area of Westport Village

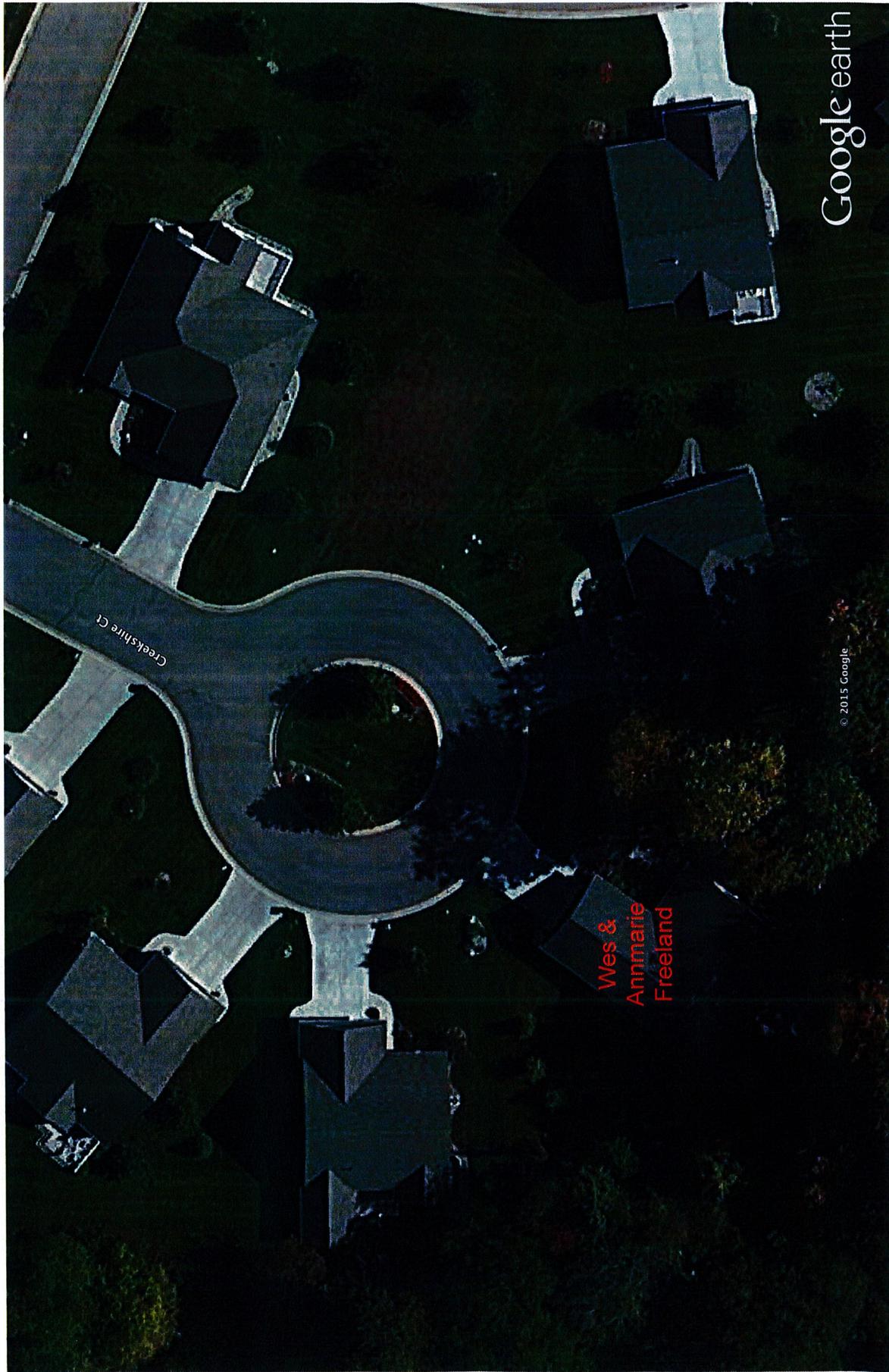
Image Date 10-4-2011



Goggle Earth
Oshtemo Township, Area of Westport Village - Enlarged
Image Date 10-4-2011



**Wes &
Anmarie
Freeland**



Goggle Earth

Oshtemo Township, Westport Village Map

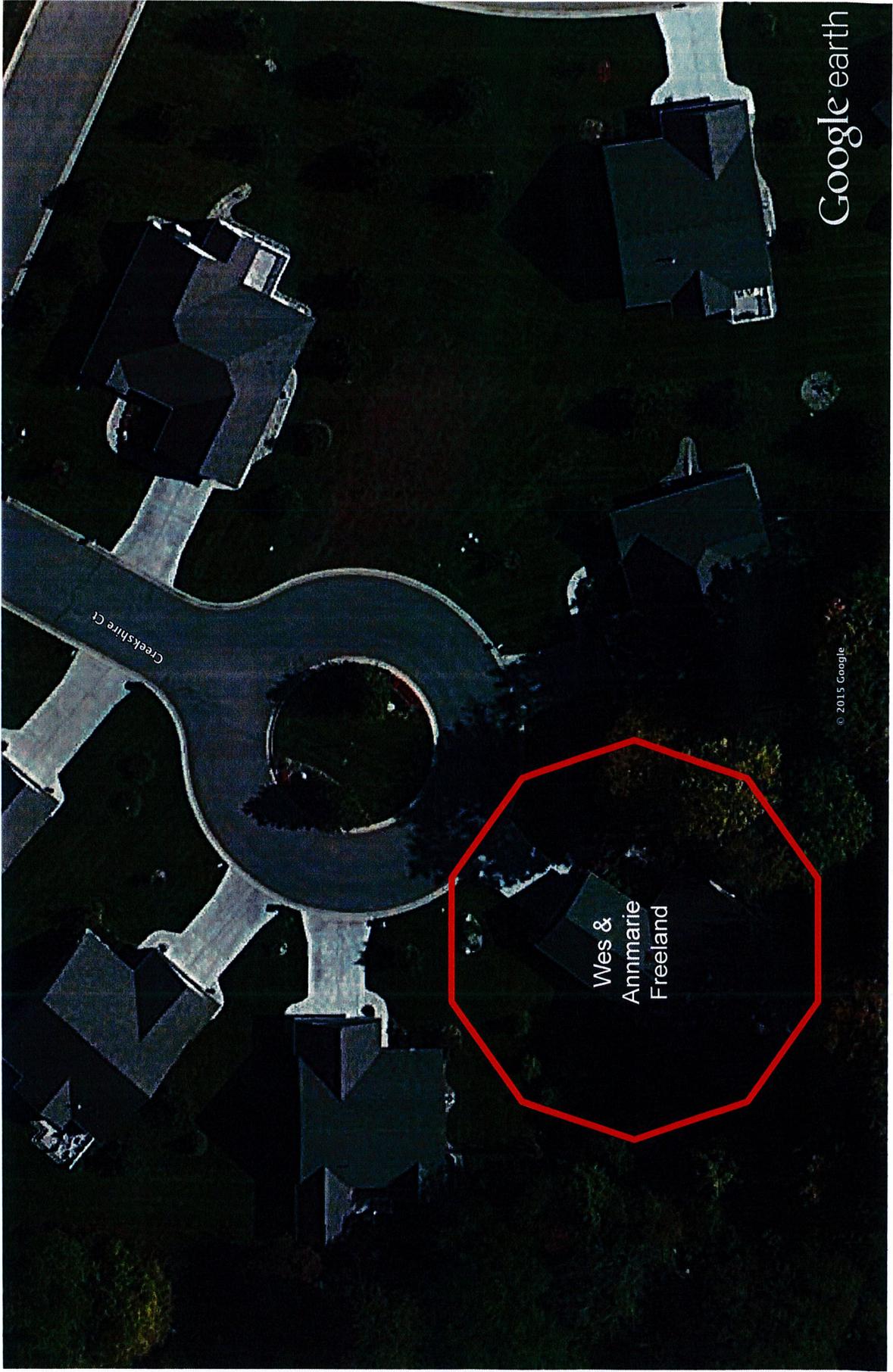
Image Date 10-4-2011



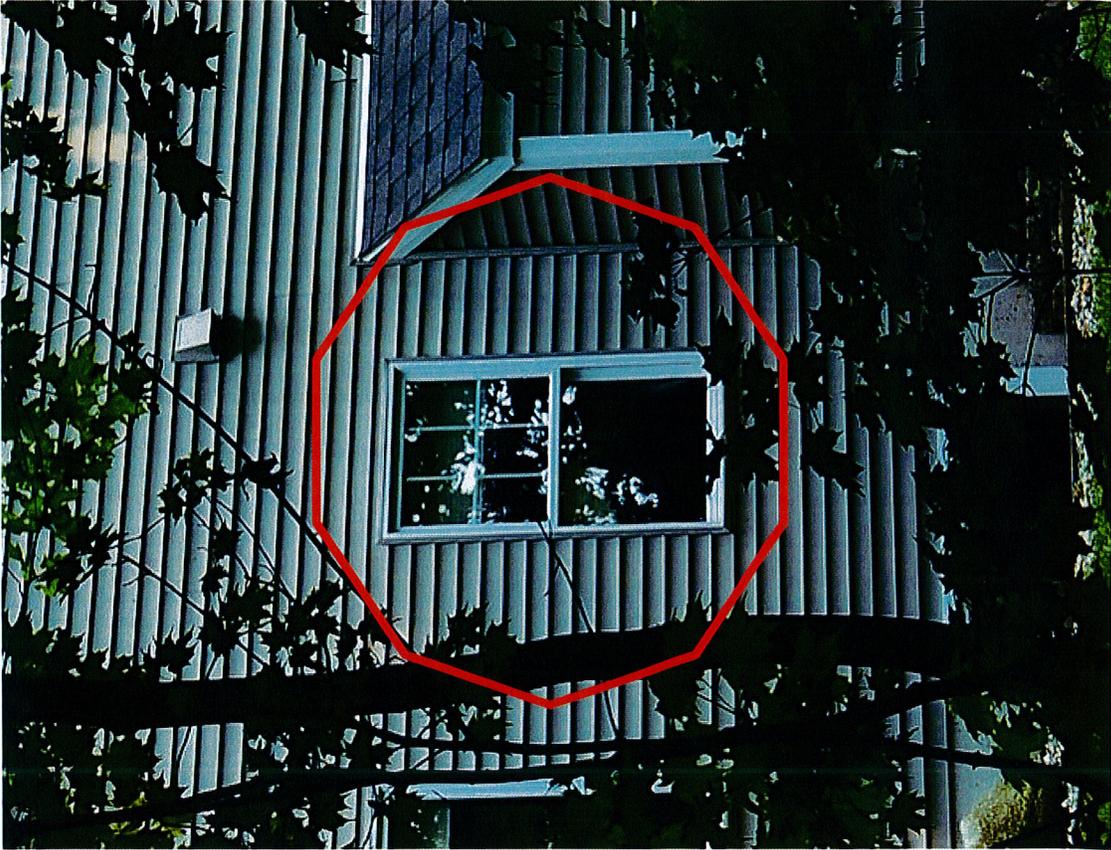
Number of Homes / Sites Currently Available	
Occupied, Light Brown	45
Under Construction, Light Brown	4
Sites Available, Mauve	x

Oshtemo Township, Area of Westport Village - Enlarged Goggle Earth Image Date 10-4-2011









One of the Four East
Facing Windows

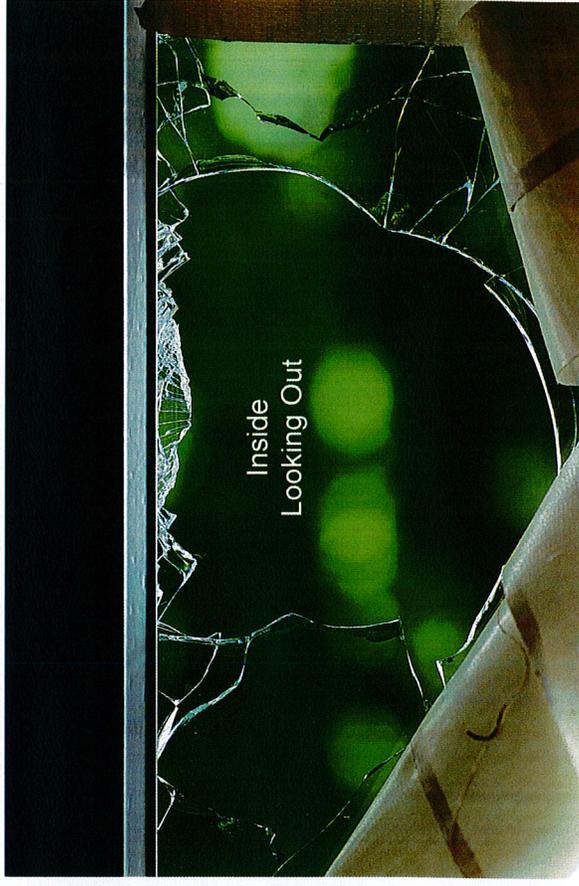
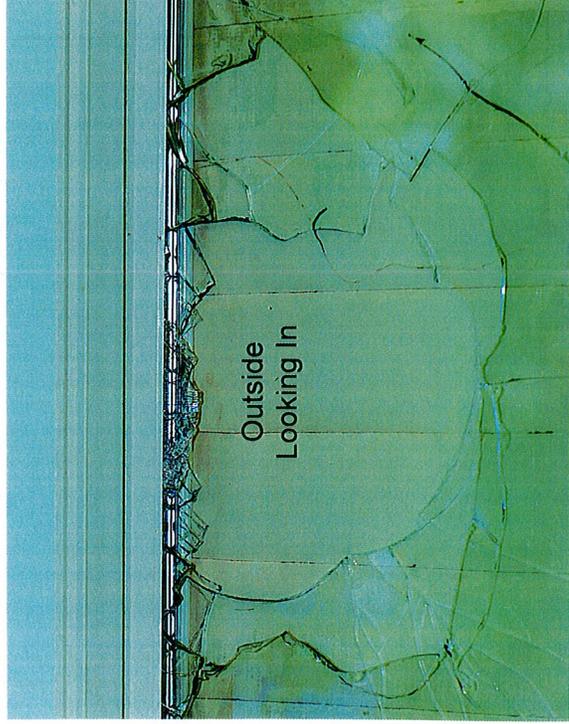


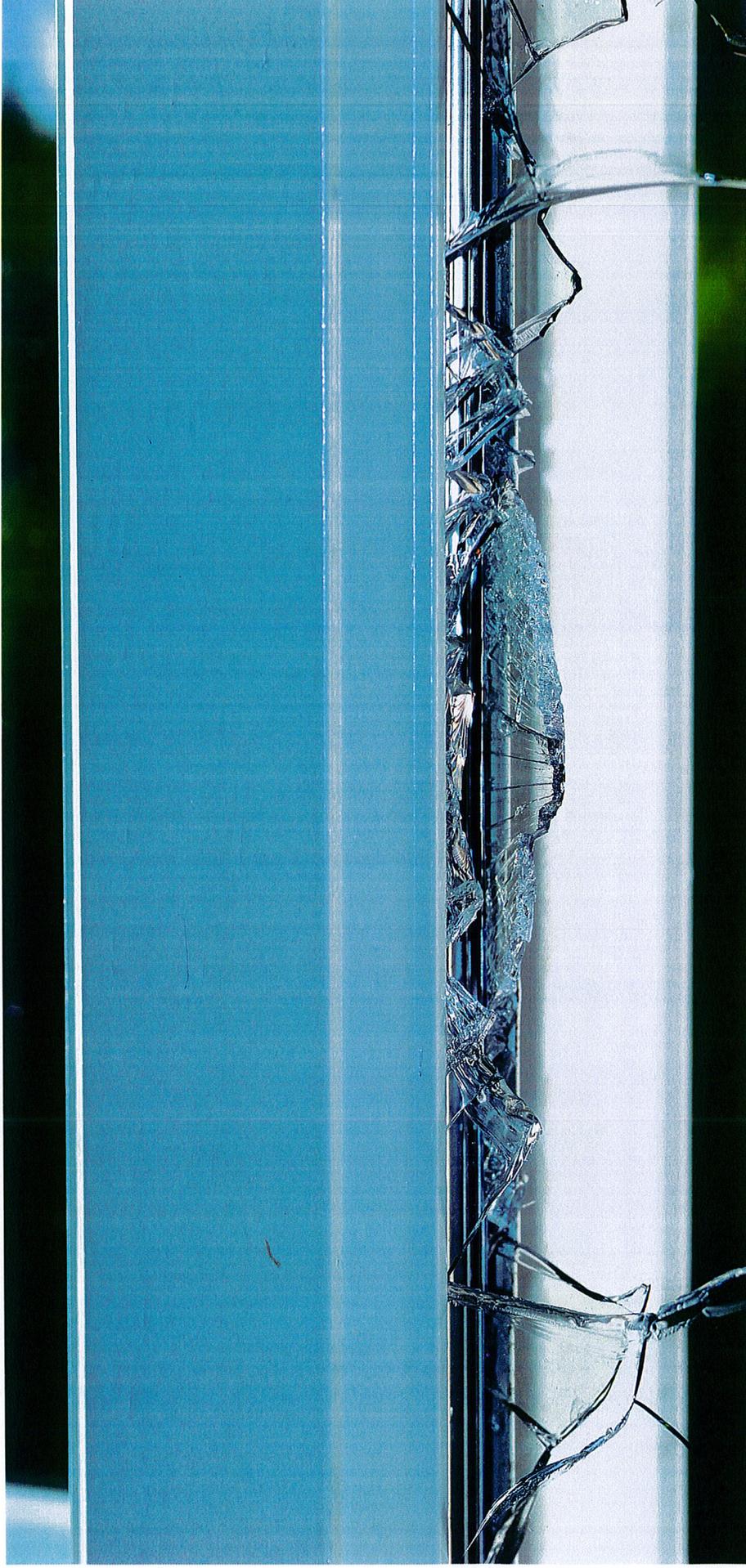
Bullet's Trajectory

The bullet's trajectory arched down gradually having not hit the window at any severe degree of angle. The glass breakage point is very close to the bottom of the upper frame / top of the glass. Otherwise, it might explain the paint mark in the following four images:



If a severe angle had occurred the bullet would have gouged, to some degree, the window frame. There is no frame creasing nor damage what so ever, as seen inside or out on the top frame's lower side in the following images and on the following page:





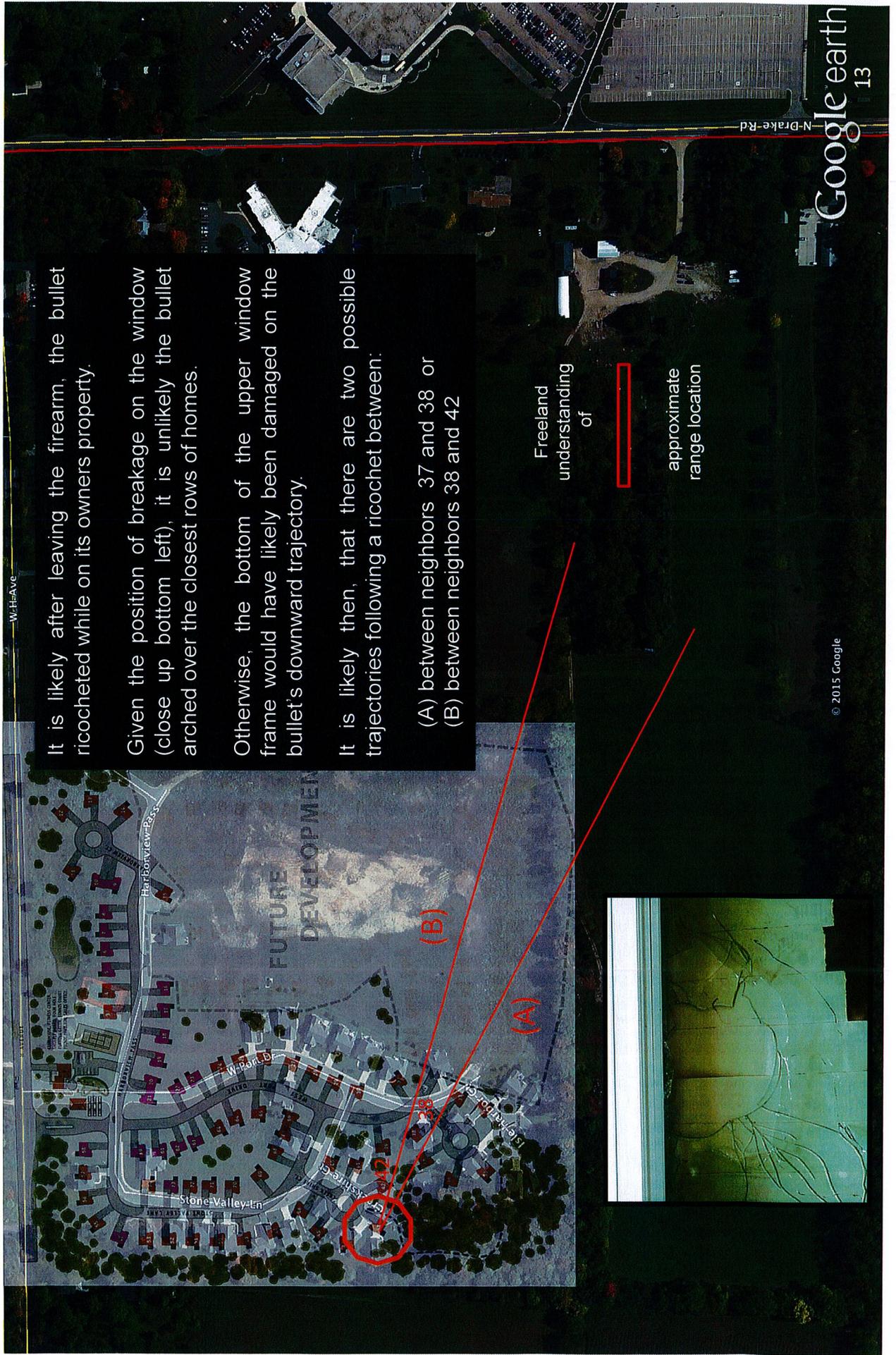
Bullet's Trajectory

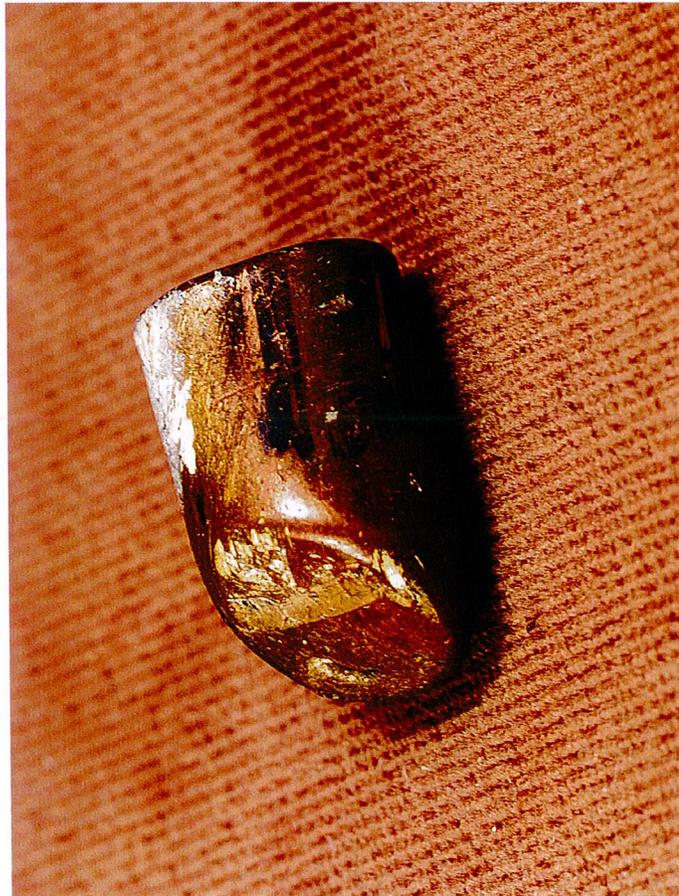
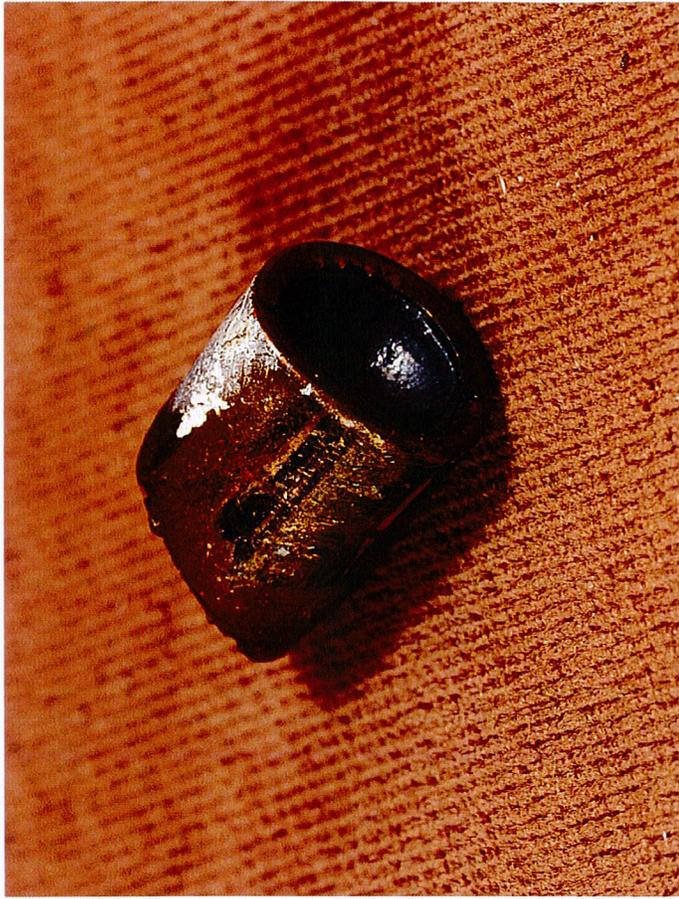
Therefore, after the bullet left the weapon and was likely redirected by first hitting some object where its deformation and the paint mark were made. That is only one conclusion and there could be others.

However, it does suggest that the trajectory was both low and, as typical, in the common arc of any other bullet. It did not hit the window at any severe degree of angle. If it had, it might explain the paint mark in the following images:

Oshtemo Township, Area of Westport Village - Enlarged

Goggle Earth Image Date 10-4-2011





Questions



7275 W. MAIN STREET, KALAMAZOO, MI 49009
 269-216-5220 Fax 269-375-7180 www.oshtemo.org

July 9, 2015

POLICE COMMITTEE RECOMMENDATION LETTER TO BOARD

After carefully reviewing the data gathered from CPSM’s report, as well as the various proposals circulated from the County, we the members of your Oshtemo Police Committee are prepared to make our final recommendations in regards to community policing. As you’re aware, we’ve been working over four years towards preparing a plan that reflects not just our current reality but which also anticipates future growth. This follows previous administration and sheriff efforts to expand road patrol services county wide. We’ve approached this not just out of a sense of duty but out of a sense of urgency. As you are aware, Oshtemo has grown four-fold in just three generations. During that time, our community has changed from being primarily agricultural into the bustling suburban township we are today, with the second busiest commercial district in the county. With on average a new building permit approved each business day so far this year, we do not expect to see this growth slow, or become any less complex in its diversity of commercial versus residential development. If anything, we will continue to grow in relation to our neighbors – a sizable feat considering we are already among the top 15% largest townships in the state – and without much imagination, we easily could surpass Kalamazoo Township to become the largest in the county.

As part of our work, we’ve provided numerous statistics which we will not reproduce here for sake of time, as they are all on record. We’ve done that hard work ourselves and had professional study and review. But these statistics can easily drown out the simple premise which has formed our discussion: who will you call when your home or business is burglarized, and what sort of support do you expect to receive? This is a fundamental question which has guided us as we’ve donated our time and expertise to provide you with the best workable solution.

As you are well aware, our current policing model is essentially unchanged from when it first went into place in 1979. At most we’ve added an officer or two, but by and large the biggest change is that the County has gone from a cost-sharing model to one where we pay all. At the same time, our influence with the county has gone down, a point we will revisit in our recommendation. While costs have risen, our overall investment per capita has decreased (considering inflation), such that we now underfund our policing in comparison to our most similar neighbor, Kalamazoo Township. It is this reality combined with a goal to revolutionize our policing by providing a proactive, community-focused department rather than the reactionary service we currently fund that drives our recommendation. We hope that this benchmark will guide you in your deliberations, and that as you make these tough decisions for which you are elected, that you will approach both the problem and solution with the same civic pride which has guided this committee in its work.

First, we would like to outline the various models that have been proposed, and provide a brief response to each. We will end with our core recommendation, and one alternate proposal. On one end of the spectrum it has been suggested we should cut all policing service beyond that which the county funds through its mandate. This would essentially eliminate all community policing and provide only emergency service as prioritized by the county’s emergency response system. Although this model would reduce certain special assessments on businesses and home owners, it would be a tremendous step backwards. Rather than improving the current level of service, already stretched thin, it would provide a message to criminals that we are an unstaffed open target, which would likely drive away new businesses and residents which we currently attract. Additionally, this would make us vulnerable to annexation by neighboring communities and/or to the State revoking our charter.

A second suggestion is to maintain the current contract with the county as it now stands. This is more a resignation than a solution to our current problem, one which we do not feel is sustainable. As the county has passed more of the costs onto us, we essentially are paying for our own policing without receiving the benefits thereof. For

instance, the county does not have any accountability to us except to provide a certain number of officers assigned to Oshtemo annually. More alarming, we do not have a direct liaison working in the community who can meet with us on a regular basis to provide updates and make suggestions for improving service. Instead we are compelled to work directly with the Sherriff, whose focus by nature is on the county as a whole and not primarily on Oshtemo. Due to this, and not withstanding ongoing frustrations with receiving timely data, we do not feel we are getting our money's worth with our current contract, and therefore do not recommend continuing it as is.

A third suggestion is to form our own police force. Such a force would be modeled after our Fire Department (and to a certain extent Kalamazoo Township), and would be funded via a township-wide special assessment. Obviously this would involve a greater commitment, both in revenue as well as follow-through. However, considering the tremendous need, we feel this is ultimately the best solution. Having our own force will achieve the goal of having policing answerable to the community, with a force which can grow or shrink without the need for protracted contract discussions. It will afford us the ability to hire the best officers, schedule them as needed, and alter these schedules based on changing patterns. It is for all of the above that we feel this is the best solution to our current problem.

In recommending this course, however, we cannot disregard a fourth and final proposal before us, which is to continue our agreement with the county under a new contract that expands upon our current level of service. Obviously there are some benefits to outsourcing, primarily in that it removes the township from being the employer at large for all hiring, training, etc. But we feel the costs of continuing our current contract outweigh the benefits, in particular when one of our primary goals is to establish more community-focused policing, a goal difficult at best for an outside agency to provide.

That said, the county has an explicit role in providing certain services, as funded by our tax dollars. We acknowledge this function, and understand that regardless of whichever course you as the board decide upon, the county will continue to have overlapping jurisdiction. Additionally, the costs and sacrifices of transitioning to our own police force will be great, and in order to be successful in such a transition, we must retain a good contact with the county. As such, we have prepared a secondary proposal: that we maintain our current level of service with the county, but that we lead negotiations in establishing a new contract to address our more immediate concerns. We are including details of this suggested contract as an addendum. Simultaneous to this, we ask that the board approve funding to develop our own policing infrastructure, with the goal that by 2018 we would be prepared to occupy this either with an outsourced staff (based on improved relations with the county), or our own force. This secondary position is not ideal, in that it does not address the ongoing frustrations we have had with the county. However it does provide a transition period for all parties to come together and to work through the specifics of what our future policing force should look like.

We appreciate the time, attention, and passion which each of you have lent to these discussions. We understand that this is not an easy decision, in particular when considering the costs. To that end, we remind you of the significant costs associated with not acting and how this will negatively impact future growth, and that maintaining the peace and prosperity of all citizens is the most essential function which you are elected to serve. We wish you all the best in reaching consensus, and look forward to continuing to work with you to that end.

Respectfully Submitted,
Oshtemo Township Police Committee.

Attachments:

- A – Timeline of past police contracts.
- B – Timeline and narrative for future actions and decisions.

Attachment A

The following is a historical look at our law enforcement contract. The shaded column reflects dollars from the year of that contract which have been translated into today's dollars. Example: In 1979 the contract cost \$58,000. Today \$58,000 is worth \$189,018.

Year	Contract	Additional Patrols/OT	Amount in 2015 Dollars	# of Deputies				SAD Rates			SAD Revenue	Transfer from General Fund			
				Patrol	Sgt.	Traffic	Total	Commercial	Residential	Total					
1979	\$ 58,000		\$189,018.48	3			3	2.1		2.1	\$19,775 (liquor license fees)	\$48,700 Fed Rev	included \$1,000 per deputy (vehicle costs)	contract started May 1st	
1980	\$ 95,850		\$275,218.62	3			3	2.1		2.1	\$ 27,513	\$37,500 Fed Rev \$20,000	included \$1950 per deputy (vehicle costs)		
1981	\$ 99,300		\$258,462.93	3			3	2.4		2.4	\$ 33,388	\$40,000 Fed Rev \$21,150	included \$2350 per deputy (vehicle costs)	less 10% participation from Public Safety Fund	
1982	\$ 108,000		\$264,794.74	3			3	2.4		2.4	\$ 36,325	\$54,000 Fed Rev	included \$2550 per deputy (vehicle costs)	less 10% participation from Public Safety Fund	
1983	\$ 110,400		\$262,354.31	3			3	2.5		2.5	\$ 38,666	\$ 46,000.00	no reference to per deputy cost	no reference to Public Safety Fund	
1984	\$ 117,250		\$266,999.35	3			3	2.5		2.5	\$ 40,841	\$ 44,350.00	no reference to per deputy cost	no reference to Public Safety Fund	
1985	\$ 117,250		\$257,818.15	3			3	2.5		2.5	\$ 45,562	\$ 70,053.00	no reference to per deputy cost	no reference to Public Safety Fund	
1986	\$ 127,430		\$275,089.51	3			3	2.5		2.5	\$ 48,018	\$ 70,000.00	no reference to per deputy cost	no reference to Public Safety Fund	
1987	\$ 126,150		\$262,737.36	3			3	2.5		2.5	\$ 48,354	\$ 70,000.00	reference in contract that per deputy cost has been eliminated	less 6.5% Law Enforcement & Safety Millage	
1988	\$ 129,819		\$259,636.90	3			3	2.5		2.5	\$ 51,852	\$ 70,000.00	reference in contract that per deputy cost has been eliminated	less 6.5% Law Enforcement & Safety Millage	
1989	\$ 139,086		\$265,383.94	3			3	2.5		2.5	\$ 51,061	\$ 75,000.00	reference in contract that per deputy cost has been eliminated	less 6.5% Law Enforcement & Safety Millage	
1990	\$ 139,086		\$251,779.71	3			3	2.5		2.5	\$ 56,012	\$ 80,000.00	reference in contract that per deputy cost has been eliminated	less 6.5% Law Enforcement & Safety Millage	
1991	\$ 157,012		\$272,752.44	3			3	2.5		2.5	\$ 64,613	\$ 80,000.00	reference in contract that per deputy cost has been eliminated	less 6.5% Law Enforcement & Safety Millage	
1992	\$ 153,962		\$259,638.31	3			3	2.5		2.5	\$ 73,491	\$ 30,000.00	reference in contract that per deputy cost has been eliminated	less 10% Law Enforcement & Safety Millage	
1993	\$ 144,809		\$235,926.04	4			4	2.5		2.5	\$ 74,460	\$ 19,305.00	reference in contract of 50% shared cost	reference in contract part of County 50% from Law Enf Millage	
1994	\$ 189,290		\$302,198.55	5			5	2.5		2.5	\$ 71,806	\$ 25,000.00	reference in contract of 50% shared cost	reference in contract part of County 50% from Law Enf Millage	
1995	\$ 235,638		\$365,824.90	6			6	2.5		2.5	\$ 69,585	\$ 85,532.00	reference in contract of 50% shared cost	reference in contract part of County 50% from Law Enf Millage	
1996	\$ 242,580		\$365,801.05	6			6	2.5		2.5	\$ 74,994	\$ 94,905.00	reference in contract of 50% shared cost	reference in contract part of County 50% from Law Enf Millage	
1997	\$ 250,920		\$369,890.47	6			6	2.5		2.5	\$ 76,263	\$ 137,376.00	reference in contract of 50% shared cost	reference in contract part of County 50% from Law Enf Millage	
1998	\$ 270,312		\$392,365.33	6			6	2.5		2.5	\$ 80,843	\$ 166,713.00	reference in contract of 50% shared cost	reference in contract part of County 50% from Law Enf Millage	
1999	\$ 282,162		\$400,715.77	6			6	2.5		2.5	\$ 88,340	\$ 169,757.00	reference in contract of 50% shared cost	reference in contract part of County 50% from Law Enf Millage	
2000	\$ 287,682		\$395,268.72	6			6	2.5		2.5	\$ 85,907	\$ 191,626.00	reference in contract of 50% shared cost	reference in contract part of County 50% from Law Enf Millage	
2001	\$ 296,964		\$396,956.98	6			6	2.5		2.5	\$ 77,736	\$ 227,425.00	reference in contract of 50% shared cost	reference in contract part of County 50% from Law Enf Millage	
2002	\$ 305,370		\$401,613.32	6			6	2.5		2.5	\$ 89,109	\$ 204,804.00	reference in contract of 50% shared cost	reference in contract part of County 50% from Law Enf Millage	
2003	\$ 318,090		\$409,020.52	6			6	2.5		2.5	\$ 94,092	\$ 204,910.00	reference in contract of 50% shared cost	reference in contract part of County 50% from Law Enf Millage	
2004	\$ 363,568		\$455,372.29	7			7	2.5		2.5	\$ 210,613	\$ 112,390.00	reference in contract of 50% shared cost	no reference as to how County portion is funded	
2005	\$ 400,155		\$484,773.54	7			7	2.5		2.5	\$ 234,788	\$ 157,917.00	reference in contract of 50% shared cost	no reference as to how County portion is funded	
2006	\$ 413,875		\$485,726.25	7			7	2.5		2.5	\$ 265,309	\$ 65,625.00	no reference to share of cost	no reference as to how County portion is funded	
2007	\$ 428,070		\$488,472.83	7			7	2.5		2.5	\$ 288,556	\$ 133,444.00	no reference to share of cost	no reference as to how County portion is funded	
2008	\$ 434,492		\$477,468.37	7			7	2.5		2.5	\$ 314,669	\$ 122,884.00	no reference to share of cost	no reference as to how County portion is funded	
2009	\$ 491,455		\$541,993.98	7	1		8	2.5		2.5	\$ 353,766	\$ 93,757.00	no reference to share of cost	no reference as to how County portion is funded	Sgt started in Sept
2010	\$ 609,929		\$661,799.05	7	1		8	2.5		2.5	\$ 653,130	\$ 5,685.00	no reference to share of cost	no reference as to how County portion is funded	
2011	\$ 642,642	\$ 5,341	\$681,572.00	6	1		7	2.5	0.5	3	\$ 588,880	\$ 34,260.00	no reference to share of cost	no reference as to how County portion is funded	
2012	\$ 648,586	\$21,829	\$690,870.00	5	1	1	7	2.5	0.5	3	\$ 576,990	\$ 148,930.00	no reference to share of cost	no reference as to how County portion is funded	Traffic Officer added in May
2013	\$ 744,592	\$ 9,817	\$766,203.00	5	1	1	7	2.5	0.5	3	\$ 570,221	\$ 263,657.00	no reference to share of cost	no reference as to how County portion is funded	2012, 2013, 2014
2014	\$ 837,718	\$ 5,848	\$843,078.00	5	1	1	7	3.25	1.25	4.5	\$ 1,192,344	\$ 78,294.00	no reference to share of cost	no reference as to how County portion is funded	3 year phase in of 100% cost
2015	\$ 847,653			5	1	1	7	2.5	0.5	3	\$ 701,404	\$ 36,900.00	no reference to share of cost	no reference as to how County portion is funded	

Attachment B

Below is a timeline showing how the current recommendation could play out. A critical decision point would take place during 2017 (red box).

OSHTEMO POLICE SERVICES PLAN									
POLICING SERVICES	2015	2016	2017	2018	2019				
Maintain existing staffing of 7 deputies.						C			
Change traffic officer to regular deputy.									
Phase I: Add one position: Lt. (Reporting, Twp. Liaison, Community Involvement)						C			
Move current day Sgt. to nights									
Phase I: Add Oshtemo Police Specialist. 156 hours in 2015 (avg 3 Hrs. per week), 104 hours in 2016 (avg 2 Hrs. per week).	A								
Review results of above changes.				B					
Review police funding to accomplish expansion Phase II and III.				B					
Consider direction of either starting Oshtemo Department or continuing to contract.						Key Decision Point			
Expand road patrol services . Phase II						C / D			
Expand road patrol services. Phase III								C	
POLICE FACILITIES									
Needs study of police facilities: architect consultant.									
Develop facilities funding plan									
Produce build documents and bid job to obtain cost.									
Construct facility changes									
Occupy Facility.						D			
<p>A: Providing an in-house police specialist will assist in insuring that reporting is what Oshtemo needs and what KCSO can provide.</p> <p>B: Make these evaluations & determinations during the budgeting process for possible implementation in 2018.</p> <p>C: Provider to be determined. Contracted or own department.</p> <p>D: This provides a relationship between occupancy and possible enlargement of the law enforcement force.</p>									
Service Enhancement Phases									
Phase I: Adding contracted command officer (Lt.) and one police specialist. Immediate change funded with existing fund balance.									
Phase II and III: Adding road patrol strength. Additional funding will be necessary.									
Facility needs study. Funded from existing fund balance.									

Attachment B – Additional narrative on Oshtemo plan for police services

PHASE I

Change current coverage follows:

a) Create position of Lieutenant, full time. Lieutenant will be assigned field duties combined with overseeing deputies, following up on citizen complaints (filed either with the county or township), community outreach, and partnering with the Contract Administrator/Township Liaison to discuss key stats. Attending regular board meetings is strongly encouraged.

b) Create position of Police Specialist, a part-time position with following duties:

- * Conduct regular meetings with lieutenant, following up on outstanding issues
- * Insure county submits key statistic reports in a timely manner, collates data and presents monthly reports to the Board
- * Meets with the Sherriff on contractual issues as needed
- * Coordinates scheduling meetings with citizens, as needed

c) Draft a counter contract proposal requesting the following (take directly from County's recent proposal, points 7 - 11), with a rider that failure to comply in providing said data in timely manner can result in penalties per incident

PHASES II and III

Meet needs of community through addition of road patrol strength, phased over two years

FACILITIES

Allocate capital funding for Facilities/Infrastructure to provide a cross-functional station that will service township needs for future police growth, on the following timetable:

2015: outline program

2016: develop and approve building plans and allocate funding

2017: build/construct

2018: occupy



Memorandum

Date: 10 July 2015
To: Township Board
From: Libby Heiny-Cogswell, Supervisor
Subject: Stadium Drive & South 9th Street – Road Commission Non-motorized Application & Agreement

Objective

Board consideration for approval of submission of non-motorized facility applications and agreement to the Road Commission of Kalamazoo County.

Background

The Oshtemo Township Downtown Development Authority is working with consultants to develop schematic design and contract documents for the streetscape within the DDA, including the non-motorized facilities. Additionally, the Township Board in 2012 adopted a non-motorized facility master plan which includes proposals for non-motorized facilities within the area. In order for the DDA to collaborate with the road commission to develop design of the non-motorized facility, the Township must submit application and enter into an agreement with the Road Commission.

The Township is not an Act 51 agency, as this is not permitted by state statute. The Road Commission provides Act 51 agency services in the Township. The Road Commission in recent years adopted a policy for non-motorized facilities within the public right-of-way.

DDA Staff Greg Milliken worked with the DDA consultant and with the Township Attorney to develop the applications and agreement.

The required application is a bit of “cart before the horse” in some respects for the Township and DDA, given it is the schematic design process which is under way, and many unknowns remain in terms of consensus and preliminary costs of the facility. The Road Commission non-motorized policy requires this submission at this time. The applications are therefore submitted to the Township Board to keep the process to design and build non-motorized facilities in these busy corridors moving.

Information Provided

RCKC Applications for Stadium Drive and South 9th Street
RCKC Agreement for Stadium Drive and South 9th Street
Link to RCKC Policy: <http://www.kalamazoocountyroads.com/engineering.html>

7275 W. Main Street
Kalamazoo, MI 49009
(269) 216-5220
Fax (269) 375-7180
www.oshtemo.org

KCRC NON-MOTORIZED Project Application

Project Identification

Year: 2015	Township: Oshtemo	Project Name: 9th Street Non-Motorized	Project Limits: Meridian Street to West N Avenue
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Project Type: Non-motorized path.
 Project Location: 9th Street: Meridian to West N Avenue.
 PASER Road Rating: Fair: Meridian to Stadium Drive: 6; Stadium Drive to West N Avenue: 5.
 Township Average PASER Rating: Fair: 85% @ 5.
 Road Classification: Primary
 ADT: 24,174 (14)
 Has the road been identified for capacity needs? Y/N No
 Have non-motorized Federal/State funding sources been applied for? Yes; not successful on local TA; will apply for State TA.
 Design Construction completed? Y/N No

Project Description

Please include information to address items considered for requests.
 Oshtemo Township and Oshtemo DDA desire to construct path to increase non-motorized and pedestrian usage and to reduce vehicular traffic for ease of commuting; to improve air quality and livability; and to contribute to desired economic development.

Is this project planned with an already scheduled road project? (If Yes, identify project and year) <input checked="" type="checkbox"/> Yes <u>2016 RCKC resurfacing project</u> <input type="checkbox"/> No	Is the project in a local non-motorized plan? (Describe) Oshtemo Charter Township - 2012 Non-Motorized Plan Update
--	--

Project Cost Estimate

<u>Federal Cost</u>	<u>Local/State/Other Cost</u>	<u>Total Cost</u>	<u>Match %</u>
Source:	Source:	+/- 6,455 LF X \$100/LF = \$645,500	

Is the match already identified? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, source: Oshtemo Township and DDA funds	Anticipated Bid/Construction Date: 2018 (with design coordination w/ RCKC 2016 resurfacing project.)
--	---

Additional Information

Describe how the project will be funded for future maintenance:
 By agreement, Oshtemo Township general/maintenance funds and Oshtemo DDA funds.

Applicable Non-Motorized Agreement is attached? Yes No

Attach Project Location Map See attached.

KCRC NON-MOTORIZED Project Application

Project Identification			
Year: 2015	Township: Oshtemo	Project Name: Stadium Non-motorized	Project Limits: 8th Street to 11th Street
<p>Project Type: Non-motorized path. Project Location: Stadium Drive: 8th Street to 11th Street. PASER Road Rating: Fair: East of 9th Street: 7; West of 9th Street: 6. Township Average PASER Rating: Fair: 85% @ 5. Road Classification: Primary. ADT: East of 9th Street: 21,735 (06); West of 9th Street: 17,414 (06). Has the road been identified for capacity needs? Y/N No Have non-motorized Federal/State funding sources been applied for? Yes; not successful on local TA; will apply for State TA. Design Construction completed? Y/N No</p>			
Project Description			
<p>Please include information to address items considered for requests. Oshtemo Township and Oshtemo DDA desire to construct path to increase non-motorized and pedestrian usage and to reduce vehicular traffic for ease of commuting; to improve air quality and livability; and to contribute to desired economic development.</p>			
<p>Is this project planned with an already scheduled road project? (If Yes, identify project and year)</p> <p><input checked="" type="checkbox"/> Yes RCKC resurfacing with partial re-construction.</p> <p><input type="checkbox"/> No</p>		<p>Is the project in a local non-motorized plan? (Describe)</p> <p style="text-align: center;">Oshtemo Charter Township - 2012 Non-Motorized Plan Update</p>	
Project Cost Estimate			
<u>Federal Cost</u>	<u>Local/State/Other Cost</u>	<u>Total Cost</u>	<u>Match %</u>
<u>Source:</u>	<u>Source:</u>	+/- 8,900 LF X \$100/LF = \$890,000	
<p>Is the match already identified? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If Yes, source: Oshtemo Township and DDA funds</p>		<p>Anticipated Bid/Construction Date: 2018</p>	
Additional Information			
<p>Describe how the project will be funded for future maintenance: By agreement, Oshtemo Township general/maintenance funds and Oshtemo DDA funds.</p> <p>Applicable Non-Motorized Agreement is attached? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Attach Project Location Map See attached.</p>			



AGREEMENT

Non-Motorized Facility 9th Street and Stadium Drive

WHEREAS, the Township of Oshtemo (hereinafter referred to as "Oshtemo") is a municipal corporation organized under the laws of the State of Michigan, and is located in the County of Kalamazoo, State of Michigan, and

WHEREAS, the Oshtemo Township Downtown Development Authority (hereinafter referred to as "DDA") is a municipal corporation organized under the laws of the State of Michigan, pursuant to P.A. 197 of 1975, and is located in the County of Kalamazoo, State of Michigan; and

WHEREAS, the Board of Road Commissioners of the County of Kalamazoo (hereinafter referred to as "KCRC") is a public body corporate, located within the County of Kalamazoo, State of Michigan, and

WHEREAS, Oshtemo and the DDA desire to build a non-motorized path (hereinafter referred to as "non-motorized path") in accordance with plans and designs prepared by their Consultant within the county road right-of-way; more specifically: along 9th Street and Stadium Drive as set forth in Exhibit A; and

WHEREAS, because the intended location of the non-motorized path is within the county road right-of-way, it is necessary for Oshtemo and the DDA to obtain the consent of the KCRC prior to commencing construction of the non-motorized path, and

WHEREAS, it is the desire and objective of the parties hereto, to set forth their mutual understanding with respect to the conditions under which the KCRC will grant its consent to Oshtemo and the DDA to construct the non-motorized path within the county road right-of-way;

NOW, THEREFORE, in consideration of the aforementioned premises and in furtherance thereof, it is hereby mutually agreed as follows:

1. Oshtemo and the DDA will make joint application and apply for a non-motorized facility project approval from the KCRC and agree to abide by all terms and conditions imposed upon non-motorized facility project applications. Oshtemo and the DDA will construct the non-motorized path in accordance with the plans and design prepared by their Consultant and approved by Oshtemo, the DDA and the KCRC. Any deviation from the plans and design must receive the prior written approval of Oshtemo, the DDA and the KCRC. Oshtemo and the DDA shall develop a project design package and submit the design package including a copy of the storm water drainage plan and calculations to the KCRC for review. The KCRC shall make final design decisions regarding non-motorized facility location with regard to driveways, intersections, signage and drainage features in the county road right-of-way.

2. As Owner of the non-motorized facility, Oshtemo and the DDA agree to assume or assign to third parties per the Township's Non-motorized Facilities/Sidewalk Ordinance, the exclusive responsibility for maintenance, winter maintenance (including, but not limited to snow removal), signage, repair and restoration of the non-motorized path for so long as the non-motorized path may exist. If, however, the non-motorized facility is a paved shoulder, KCRC will do maintenance, winter

maintenance, repair and restoration. KCRC reserves the right to require the removal of the non-motorized facility when necessary to accommodate a roadway improvement of the KCRC. In such an instance, Oshtemo and the DDA shall be responsible for all costs associated with the removal and relocation of the non-motorized facility and for restoration of the county road right-of-way where the non-motorized path is located, to a condition reasonably similar to that in effect prior to the construction of the non-motorized path. However, the parties will explore the availability of Federal and State funding sources earmarked for non-motorized facilities for application to the costs associated with the removal, relocation or restoration.

3. Oshtemo and the DDA shall be responsible for all construction costs not covered by Federal Transportation Alternatives funds. Oshtemo and the DDA shall be responsible for KCRC staff time and administrative expenses related to this project. Prior to project advertisement by the Michigan Department of Transportation (MDOT), Oshtemo and the DDA will deposit a check for ninety (90) percent of the estimated local cost of the construction project plus the KCRC overhead factor. All other invoices will be based on actual costs incurred. After construction is complete, the KCRC will conduct a final accounting to determine if any further payment is due or if a refund is due to Oshtemo and/or the DDA. If bids come in ten (10) percent or less over the engineer's estimate, then the project will proceed to award. Oshtemo and the DDA shall be responsible for all costs over the amount covered by Federal Transportation Alternatives funds. If bids come in more than 10 percent over the engineer's estimate, then Oshtemo and the DDA will have an opportunity to request to reject all bids, or to proceed to award. If bids come in under the engineer's estimate, then the project will proceed to award. Any extras or increases which exceed the original programmed amount will be paid by Oshtemo or the DDA.

4. For increased or extra items that may not be eligible for other funding, Oshtemo and the DDA shall generate a Work Order for KCRC review prior to the work being done by the Contractor. The KCRC will invoice Oshtemo and/or the DDA the amount of the Work Order as soon as it is determined. The amount of the Work Order is due within thirty (30) days of the invoice.

5. Oshtemo and the DDA or their Consultant shall provide construction engineering services as stated in the MDOT Federal Transportation Alternative Program Application for this project and in the MDOT Construction Manual. Construction engineering includes all of the file documentation and review necessary to close out the project, and is the responsibility of Oshtemo and the DDA. Oshtemo and the DDA shall prepare a final as built set of plans for the project and provide it to the KCRC. The as built plans shall be submitted on Mylar with the original signature page, and in electronic format (AutoCAD and PDF) on CD. Oshtemo and the DDA will also provide a copy of the project construction file to the KCRC for its records.

6. Oshtemo and the DDA will agree to have their Consultant attend a project update meeting every two weeks or as needed to review the status of the project with the Contractor and to process construction status and payment request reports. Construction Engineering includes construction staking, right-of-way staking, materials sampling and testing, and acting as a storm water operator. Every two weeks Oshtemo and the DDA shall prepare a written report including inspector daily reports, Davis Bacon Wage Documentation review, status of materials certifications, materials testing reports, the MDOT contractor pay estimate, and any other submittal requirements.

7. Oshtemo and the DDA shall reimburse the KCRC's cost in review and administering the contract.

8. Oshtemo and the DDA shall be responsible for any required land acquisition (including temporary grading permits). Oshtemo and the DDA will submit the proposed right-of-way acquisitions for approval prior to acquiring the necessary additional right-of-way and shall have a qualified right-of-way specialist certify the right-of-way file prior to submitting it to the KCRC.

9. Oshtemo and the DDA shall complete the KCRC tree notification form for any tree removals within the existing county road right-of-way. Compensation required by the property owner, in accordance with KCRC written policy, will be paid by Oshtemo and/or the DDA. All right-of-way encroachments shall adhere to KCRC policy, and any adjustments will be paid by Oshtemo and or the DDA.

10. Oshtemo and the DDA agree to be responsible for all utility reconfiguration costs associated with project. Prior to advertisement of the project, Oshtemo and the DDA shall submit a letter to the KCRC stating that they have reviewed utility conflicts, and have addressed any necessary utility relocation.

11. Upon completion of the installation of the non-motorized path, and final approval having been granted by the KCRC to Oshtemo and the DDA, Oshtemo and the DDA agree to save harmless, indemnify and defend the KCRC from any and all claims for bodily injury or property

damage or any other claims relating to or arising out of the construction, operation, use or continuing existence of the non-motorized path within county road right-of-way.

12. This Agreement shall be in effect as between the parties hereto upon the affixation of the signatures of the duly authorized officers of the KCRC, Oshtemo and the DDA.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers and their seals affixed hereto the day and year written below.

BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF KALAMAZOO, MICHIGAN

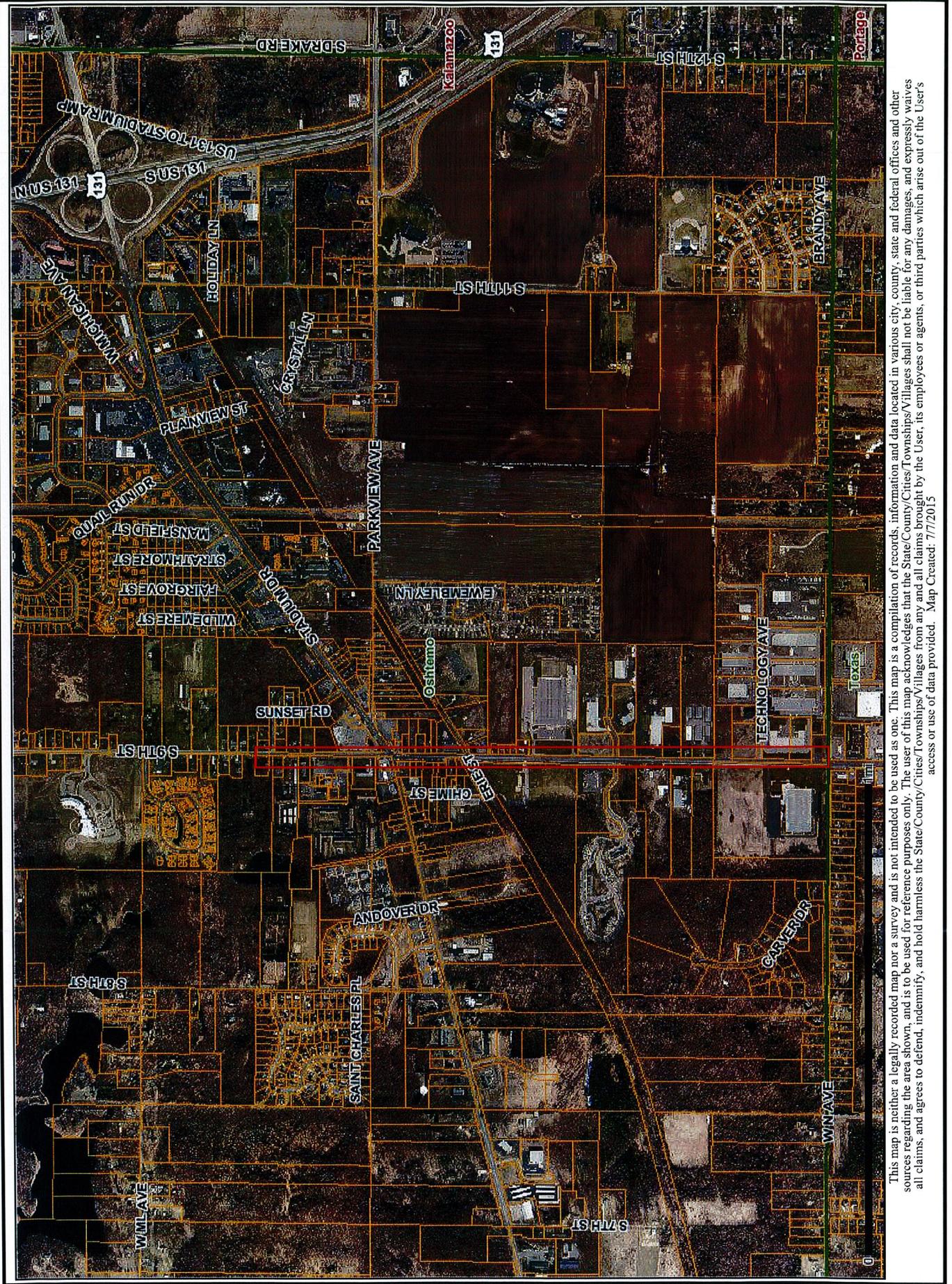
By: _____
Joanna I. Johnson
Its: Managing Director

STATE OF MICHIGAN)
 :ss.
COUNTY OF KALAMAZOO)

On this ____ day of _____, 2015, before me, a Notary Public, in and for said County and State, personally appeared Joanna Johnson, to me personally known, who, being by me duly sworn, did say that she is the Managing Director of the Board of County Road Commissioners of Kalamazoo County, Michigan, named in and which executed the within instrument and that the said instrument was signed on behalf of said Road Commission, and said Managing Director acknowledged said instrument to be the free act and deed of said Commission.

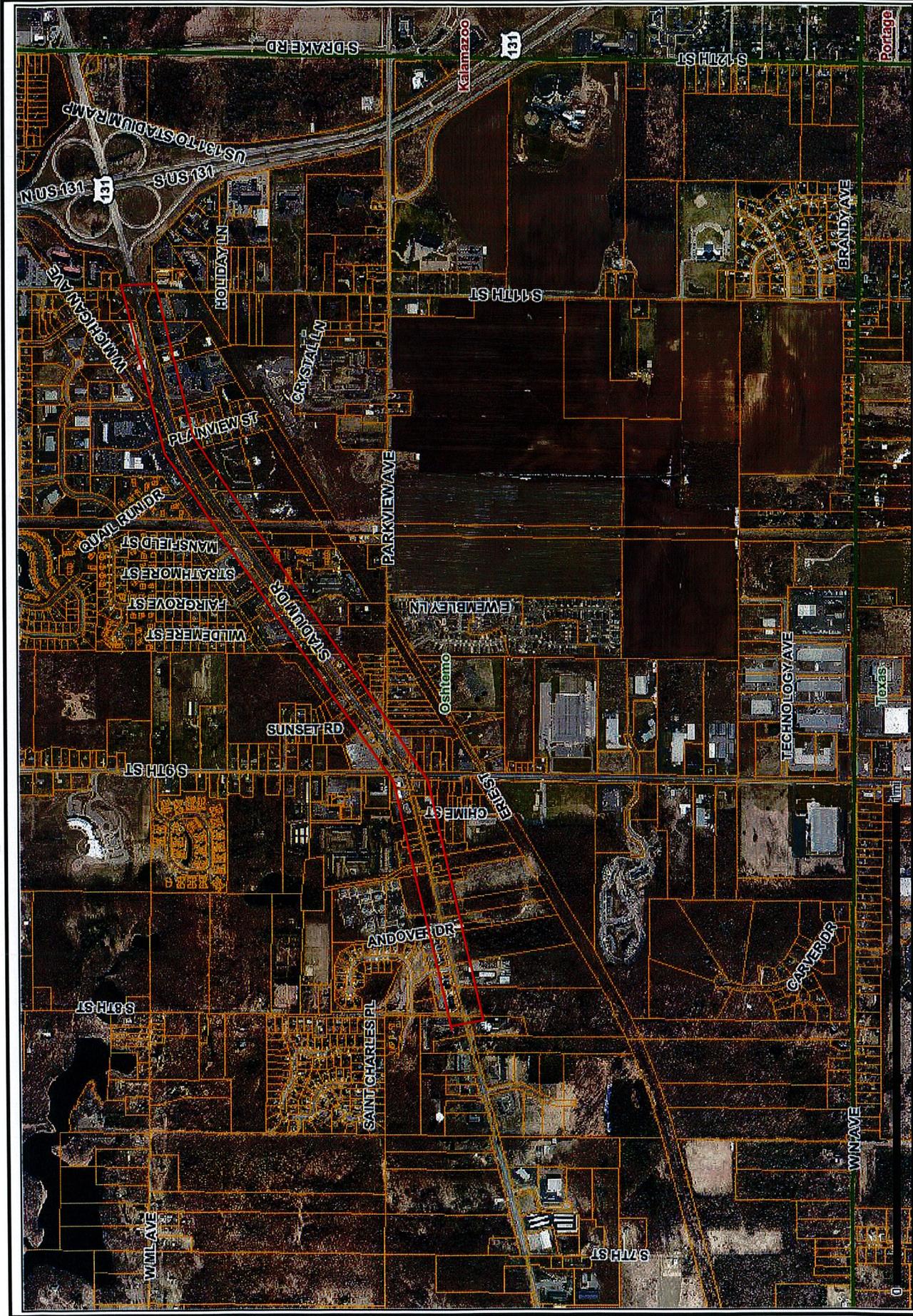
_____, Notary Public
County of Kalamazoo, State of Michigan
My Commission expires: _____

**Exhibit A - Non-Motorized Application
Location Map: Osherno Township - 9th Street Non-Motorized Path**



This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The user of this map acknowledges that the State/County/Cities/Townships/Villages shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the State/County/Cities/Townships/Villages from any and all claims brought by the User, its employees or agents, or third parties which arise out of the User's access or use of data provided. Map Created: 7/7/2015

**Exhibit A - Non-Motorized Application
Location Map: Oshtemo Township - Stadium Drive Non-Motorized Path**



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