

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES MEETING**

Tuesday, December 11, 2018
7:00 PM



CALL TO ORDER AT _____ P.M.

A. ROLL CALL: Kurt Heise_____, Mark Clinton_____, Chuck Curmi _____,
Bob Doroshewitz ____, Jerry Vorva ____, Jack Dempsey_____,
Gary Heitman _____

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA

Tuesday, December 11, 2018

D. APPROVAL OF CONSENT AGENDA

D.1 Approval of Minutes:

Regular Meeting – Tuesday, November 27, 2018

D.2 Acceptance of Communications, Resolutions, Reports:

Building Department Monthly Report – November, 2018

Fire Department Monthly Report – November, 2018

- Correspondence from Thomas H. Dooley re; Firefighters

Police Department Monthly Report – November, 2018

Planning Department Monthly Report – November, 2018

FOIA Activity – Clerk’s Office – November, 2018

FOIA Activity – Police Department – November, 2018

D.3 Approval of Township Bills:

FUND	ACCT	ALREADY PAID	TO BE PAID	TOTAL:
General Fund	101	645,978.96	159,489.53	805,468.49
Solid Waste Fund	226	2,525.49	115,791.66	118,317.15
Improvement Revolving (Capital)	246	.00	.00	.00
Drug Forfeiture Fund	265	.00	56,920.00	56,920.00

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES MEETING**

Tuesday, December 11, 2018
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Drug Forfeiture State	266	.00	.00	.00
Drug Forfeiture IRS	267	.00	.00	.00
Golf Course Fund	510	1,172.54	1,837.51	3,010.05
Senior Transportation	588	4,276.34	.00	4,276.34
Water/Sewer Fund	592	38,501.50	388,945.69	427,447.19
Trust and Agency	701	9,350.00	589.45	9,939.45
Police Bond Fund	702	1,560.00	.00	1,560.00
Tax Pool	703			
Special Assessment Capital	805	00	680.00	680.00
TOTALS:		703,364.83	724,253.84	1,427,618.67

E. PUBLIC COMMENTS AND QUESTIONS (Limited to 3 minutes)

F. NEW BUSINESS

1. 2018 General Fund Budget Amendments, **Resolution #2018-12-11-87**, Finance Director Cindy Kushner
2. 2018 Special Revenue Fund Amendments – Federal Drug Forfeiture Fund Budget, **Resolution #2018-12-11-88**, Finance Director Cindy Kushner and Police Chief Tom Tiderington
3. Public Hearing on 2019 Budget, Clerk Jerry Vorva
4. 2019 Charter Township of Plymouth General Appropriations Act and 2019 Budget Adoption, **Resolution #2018-12-11-89**, Supervisor Kurt Heise and Finance Director Cindy Kushner

**CHARTER TOWNSHIP OF PLYMOUTH
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Tuesday, December 11, 2018
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5. Capital Asset Capitalization Policy, **Resolution # 2018-12-11-90**, Finance
Director Cindy Kushner

G. SUPERVISOR AND TRUSTEE COMMENTS

H. PUBLIC COMMENTS AND QUESTIONS (Limited to 3 Minutes)

I. ADJOURNMENT

PLEASE TAKE NOTE: The Charter Township of Plymouth will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at all Township Meetings, to individuals with disabilities at the Meetings/Hearings upon two weeks' notice to the Charter Township of Plymouth by writing or calling the following: Human Resource Office, 9955 N Haggerty Road, Plymouth, MI 48170. Phone number (734) 354-3202 TDD units: 1-800-649-3777 (Michigan Relay Services)

**The Public Is Invited and Encouraged To Attend All Meetings of
the Board of Trustees of the Charter Township of Plymouth.**

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 11, 2018**

**CALL TO ORDER
DECEMBER 11, 2018**

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 11, 2018**

**ITEM A
ROLL CALL
DECEMBER 11, 2018**

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 11, 2018**

**ITEM B
PLEDGE OF ALLEGIANCE
DECEMBER 11, 2018**

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 11, 2018**

**ITEM C
APPROVAL OF AGENDA
DECEMBER 11, 2018**

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 11, 2018**

**ITEM D.1
APPROVAL OF MINUTES
NOVEMBER 27, 2018 MEETING**

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, NOVEMBER 27, 2018**

PROPOSED MINUTES

Supervisor Heise called the meeting to order at 7:00 p.m.

MEMBERS PRESENT: Kurt Heise, Supervisor
Mark Clinton, Treasurer
Charles Curmi, Trustee
Robert Doroshewitz, Trustee
Jerry Vorva, Clerk

MEMBERS ABSENT: Jack Dempsey, Trustee
Gary Heitman, Trustee

OTHERS PRESENT: Dan Phillips, Fire Chief
Thomas Tiderington, Police Chief
Dan Kudra, Police Lieutenant
Kevin Bennett, Township Attorney
Aaron Sprague, WTUA Executive Director
George Tsakoff, OHM Advisors
Patrick Fellrath, DPW Director
Laura Haw, AICP, Planning Consultant
Cindy Kushner, Finance Director
Sue Brams, Executive Assistant to the Supervisor
Paula Jefferson
16 Members of the Public

B. PLEDGE OF ALLEGIANCE – Charles Curmi

C. APPROVAL OF AGENDA

Tuesday, November 27, 2018

Moved by Clerk Vorva and seconded by Treasurer Clinton to approve the agenda for the board of trustee's regular meeting of November 27, 2018. Ayes all.

D. APPROVAL OF CONSENT AGENDA

D.1 Approval of Minutes:

Regular Meeting – Tuesday, November 13, 2018

D.2 Acceptance of Communications, Resolutions, Reports:

Building Department Monthly Report – October, 2018

Fire Department Monthly Report – October, 2018

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, NOVEMBER 27, 2018**

PROPOSED MINUTES

Police Department Monthly Report – October, 2018
 Planning Department Monthly Report – October, 2018
 FOIA Activity – Clerk’s Office – October, 2018
 FOIA Activity – Police Department – October, 2018

D.3 Approval of Township Bills:

FUND	ACCT	ALREADY PAID	TO BE PAID	TOTAL:
General Fund	101	383,307.74	115,322.48	498,630.22
Solid Waste Fund	226	3,691.3	103,861.81	107,553.20
Improvement Revolving (Capital)	246	.00	.00	.00
Drug Forfeiture Fund	265	.00	.00	.00
Drug Forfeiture State	266	.00	.00	.00
Drug Forfeiture IRS	267	.00	.00	.00
Golf Course Fund	510	72.81	134.00	206.81
Senior Transportation	588	3789.93	415.29	4205.22
Water/Sewer Fund	592	209,382.75	1,665,910.67	1,875,293.42
Trust and Agency	701	10,602.50	.00	10,602.50
Police Bond Fund	702	1,291.00	.00	1,291.00
Tax Pool	703	.00	.00	.00
Special Assessment Capital	805	.00	.00	.00
TOTALS:		\$612,138.12	\$1,885,644.25	\$2,497,782.37

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, NOVEMBER 27, 2018**

PROPOSED MINUTES

Trustee Curmi questioned whether the charge summary on the fire report was handmade. Chief Phillips confirmed that it is because the report in its original form contains protected health data that cannot be publicly distributed and needs to be manually removed. Trustee Curmi requested that the board receive a similar breakdown for emergency recovery and hazmat. The chief will look into seeing if that can be done as the current company employed by the township is lacking in the reporting area. Trustee Curmi asked if the township invoiced hazmat. Chief Phillips stated that the billing is done by MHR Billing. Most of the time the township's hazmat is cleaned up by the Western Wayne Hazmat team through the Western Wayne Township Association. The chief is responsible for ensuring that hazmat and emergency recovery payments are made.

Moved by Clerk Vorva and seconded by Trustee Curmi to approve the consent agenda for the Board of Trustees regular meeting of November 27, 2018. Ayes all.

E. PUBLIC COMMENTS AND QUESTIONS – There were none.

Copies of the Resolutions and Attachments listed below are available in the Clerk's office for public perusal.

F. NEW BUSINESS

1. Proposed Regional Water Purchasing Plan through the Western Townships Utilities Authority, *DPW Director Patrick Fellrath, WTUA Executive Director Aaron Sprague*

The township is being asked to join a water purchasing consortium with Canton and Northville Townships. Aaron Sprague, the executive director of WTUA, gave an overview of the purchasing plan. Several years ago, Canton and Northville Townships requested through WTUA that OHM Advisors conduct a feasibility study to determine whether or not there were savings to be had by combining purchasing of water. There was a request for OHM to update the study with an addendum to include Plymouth Township in the plan. The study was completed this spring. The study concluded that there was nominal savings for Canton and Northville Townships, but a much more significant savings for the three townships combined. The potential savings for Plymouth Township would be in receiving a credit for reduction below its max day.

Patrick Fellrath, *DPW Director*, believes that entering into this plan would not be in the best interests of the township. As a max day customer the township presently maintains a good wholesale water rate. The onus is on Plymouth Township to make

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, NOVEMBER 27, 2018**

PROPOSED MINUTES

the purchasing plan a success as it relies on the township's system. The township would take on a majority of the risk upon entering the plan. Director Fellrath would prefer to use HRC to conduct any proposed studies since they are familiar with the township's water system whereas OHM is not.

A decision on joining will be deferred for a year.

2. Phoenix Mill Rezoning, **Resolution #2018-11-27-85**, Planning Consultant Laura Haw

The application is for a rezoning for the sale and redevelopment of Phoenix Mill. The property is located at 14973 Northville Road. It is approximately five acres and is located between Edward Hines Drive, Northville Road and M-14. Wayne County is looking to sell the parcel for redevelopment. The parcel is currently zoned PL, Public Lands and the county would like the parcel rezoned to the C-2, General Commercial district.

Wayne County would like to enter into a purchase agreement with developers Richard Cox and Greg Donofrio with Critical Mass LLC for the sale of Phoenix Mill.

Moved by Trustee Curmi and seconded by Trustee Doroshewitz to approve Resolution #2018-11-27-85. Ayes all on a roll call vote.

3. Preliminary Engineering Request for Litchfield SAD, DPW Director Patrick Fellrath

DPW Director Patrick Fellrath and OHM Advisors Representative George Tsakoff presented an overview of the preliminary engineering request for the Special Assessment District for Litchfield Drive (Plymouth Notch Subdivision). This is the first step in establishing a proposed special assessment district. There was an initial petition drive that received adequate support to proceed. The board has requested that OHM conduct the preliminary engineering phase of the project that would primarily result in a cost estimate for the project.

Moved by Clerk Vorva and seconded by Treasurer Clinton to approve OHM Advisors to complete the preliminary engineering for Litchfield SAD. Ayes all on a roll call vote.

4. Request to Enter into Contract Negotiations with ADM Ventures, LLC for Management of Hilltop Golf Course, Supervisor Kurt Heise

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, NOVEMBER 27, 2018**

PROPOSED MINUTES

Supervisor Heise requested that the board form a subcommittee comprised of Supervisor Heise, Treasurer Clinton and Trustee Doroshewitz assisted by township attorney Kevin Bennett to begin contract negotiations with ADM Ventures, LLC. The final contract will be submitted to the board for consideration no later than Tuesday, January 8, 2019.

Moved by Supervisor Heise and seconded by Clerk Vorva to approve contract negotiations with ADM Ventures, LLC. Ayes all on a roll call vote.

5. Contract for Towing Services, **Resolution #2018-11-29-86**, Lt. Daniel Kudra

Lt. Daniel Kudra presented the bids for the towing services contract for the township. Requests for bids were posted on the township website on 9-28-18. Three bids were submitted by the deadline. The bids were from Mayflower Towing, Westland Car Care and Chandler Car Carriers. The recommended bid was for Mayflower Towing.

Moved by Clerk Vorva and seconded by Treasure Clinton to accept a bid for a three year contract with Mayflower Towing subject to review by the township attorney and final approval by the township board at a later date. Ayes all on a roll call vote.

G. SUPERVISOR AND TRUSTEE COMMENTS

Supervisor Heise stated that the next meeting on Tuesday, December 11 will primarily address the 2019 budget. Since the following meeting would fall on December 25 there will be a special meeting on Monday, December 17.

Treasurer Clinton stated that the tax bills are being printed and should hit mailboxes by Saturday. The bills include the 1.2 millage increase that was approved by voters on November 6.

Trustee Curmi inquired about the "cheat sheet 2" handout for the budget. The handout includes changes to "cheat sheet 1." Trusted Curmi asked that Clerk Vorva be mindful of conflicts when planning the 2019 meeting schedule.

H. PUBLIC COMMENTS AND QUESTIONS – There were none.

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
TUESDAY, NOVEMBER 27, 2018**

PROPOSED MINUTES

I. ADJOURNMENT

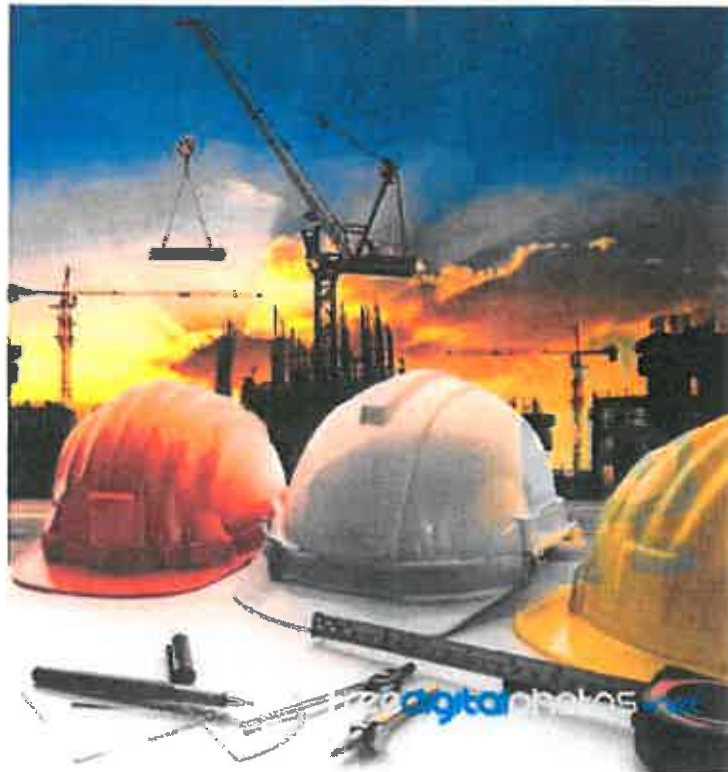
Moved by Clerk Vorva and seconded by Supervisor Heise to adjourn the meeting at 8:30 p.m. Ayes all.

Jerry Vorva, Township Clerk

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 11, 2018**

**ITEM D.2
ACCEPTANCE OF COMMUNICATIONS,
RESOLUTIONS, REPORTS
DECEMBER 11, 2018 MEETING**

CHARTER TOWNSHIP OF PLYMOUTH
DEPARTMENT OF BUILDING & CODE ENFORCEMENT



MONTHLY REPORT

**November
2018**

New Commerical Building for 2018

Company Name	Property Address	Type of Work	Construction Value	Status	Month
Monroe Bank & Trust	41656 Ann Arbor RD	Bank	2,500,000	Issued	November

Total Construction Value 2,500,000

New Commercial Additions/Alterations for 2018

Company Name	Property Address	Type of Work	Construction Value	Status	Month
Rivian	13250 Haggerty RD	Tenant finish	1,500,000	Issued	January
Beets Analysts	46211 Helm	Tenant finish	157,959	Issued	January
Sanctum Sanctorm	15071 Northville RD	Tenant finish	1,500	Issued	January
Distributor Operations	40985 Concept	Interior Remodel	29,240	Issued	January
Shiloh Industries	47632 Halyard	Interior Remodel	22,872	Issued	February
Broasted Brothers	15171 Sheldon	Tenant finish	66,000	Issued	February
Trumpf	47711 Clipper	Remodel	314,000	Issued	February
Mile City Church	41100 Plymouth, B2 #103	Tenant finish	25,000	Issued	February
Northridge	49555 N Territorial	Interior Remodel	80,000	Issued	March
Troy Design	14426 Sheldon	Concrete base	30,000	Issued	March
Verita Telecommunications	47071 Five Mile	Tenant finish	290,000	Issued	March
Auto Park LLC	45749 Helm	Repave parking lot	25,000	Issued	March
Essco Development	1498 Sheldon	Interior demo	2,500	Issued	March
Remedi SeniorCare	14700 Helm	Tenant finish	1,100,000	Issued	March
Cygnat Automated Cleaning	9120 General	Tenant finish	93,278	Issued	April
Materialise	44850 Helm CT	Interior Remodel	135,000	Issued	April
CNC Global	15150 Cleat ST	Addition	950,000	Issued	April
Ziptanz	1496 Sheldon	Tenant finish	10,500	Issued	April
Plymouth 848 LLC	41100 Plymouth, B2 #115	Interior Remodel	75,000	Issued	April
Zech Engineering	41100 Plymouth B2, #116	Tenant finish	25,000	Issued	April
Mobile Gas Station	14888 Northville RD	Awnings	4,275	Issued	April

Company Name	Property Address	Type of Work	Construction Value	Status	Month
1-800 Self Storage	42360 Ann Arbor Rd	3rd floor finish	99,000	Issued	May
Sound Hearing V Northridge	9450 S Main	Tenant finish	20,631	Issued	May
Halyard Project LLC	49555 N Territorial	Exterior remodel	7,500,000	Issued	May
A2 Energy Services	47911 Halyard	Lobby remodel	76,420	Issued	May
Adient	41100 Plymouth B2, doors	Interior remodel	25,000	Issued	May
First Step	48200 Halyard	Interior Remodel	5,000,000	Issued	June
Metro Consulting	44567 Pinetree	9 entry doors	8,175	Issued	June
Jogue	45345 Five Mile	Interior Remodel	100,000	Issued	June
Hillcrest Apartments	14731 Helm	Exterior remodel	250,000	Issued	June
Interstate Batteries	1235 Riseman	12 boiler room doors	14,700	Issued	June
Shimmy Shack	40985 Concept	Interior Remodel	100,000	Issued	June
Plymouth Urgent Care Walk In	1440 Sheldon	Tenant finish	65,000	Issued	June
Consolidated PR	1498 Sheldon	Tenant finish	25,000	Issued	June
Securis Group LLC	46085 Five Mile	Interior Remodel	15,800	Issued	June
Optimal CAE	47911 Halyard #120	Tenant finish	28,000	Issued	July
Plymouth Village Senior Care	47802 Anchor CT	Generator	1,980	Issued	July
Kellar Williams	14707 Northville RD	Dumpster	12,000	Issued	July
St Kenneth Church	42185 Ann Arbor RD	Tenant finish	3,100	Issued	August
Busch's	14951 Haggerty RD	Addition	3,675,000	Issued	August
Sanovo Technology	15185 Sheldon RD	Remodel	3,500	Issued	August
Cygnat Automated Cleaning	15180 Kael ST	Remodel	10,000	Issued	August
Jersey Mike's	9120 General	Parking Lot	75,535	Issued	September
Brembo Brakes	1500 Sheldon	Tenant finish	125,000	Issued	September
Dales & Graphics	47765 Halyard	Dyno Cell	175,000	Issued	October
Hock DDS	41100 Plymouth B2 118	Interior Remodel	10,000	Issued	October
Thompson Foundation	44560 Ann Arbor RD	Interior demo	54,000	Issued	October
Edge Training Center	47079 Five Mile	Tenant finish	30,000	Issued	October
Our Lady of Good Counsel	45677 Helm	Tenant finish	17,800	Issued	November
Perceptron Inc	47650 N Territorial	Bathroom remodel	40,000	Issued	November
Hilton Garden	47827 Halyard	Dumpster	23,852	Issued	November
	14600 Sheldon	Remodel lobby	250,000	Issued	November

Total Construction Value 22,668,617

Grand Total Construction Value 25,168,617

Residential Housing 2018

	<u>Single Family Detached</u>			
	<u>Total # Buildings</u>	<u>Total # Dwelling</u>	<u>Total Value Construction</u>	<u>Total Square Feet</u>
January	1	1	311,076	2,566
February	2	2	674,985	5,266
March	2	2	688,407	3,335
April	1	1	537,472	4,702
May	1	1	331,175	2,400
June	2	2	700,000	6,501
July	1	1	259,196	1,900
August	3	3	1,293,026	9,757
September	0	0		
October	2	2	884,324	7,477
November	1	1	371,534	2,805
December	0			
Totals	16	16	\$5,939,195	46,709

	<u>Single Family Attached (Townhouses/ Row Houses)</u>			
	<u>Total # Buildings</u>	<u>Total # Dwelling</u>	<u>Total Value Construction</u>	<u>Total Square Feet</u>
January	0			
February	0			
March	0			
April	0			
May	0			
June	0			
July	0			
August	0			
September	0			
October	3	9	2,767,625	21,600
November	0			
December	0			
Totals	3	9	\$ 2,767,625	21,600

	<u>Two-Family Buildings (Duplex)</u>			
	<u>Total # Buildings</u>	<u>Total # Dwelling</u>	<u>Total Value Construction</u>	<u>Total Square Feet</u>
January	0			
February	0			
March	0			
April	0			
May	0			
June	0			
July	0			
August	0			
September	0			
October	0			
November	0			
December	0			
Totals	0	0	\$ -	-

	<u>Three-or-more Family Building (Apartments/Stacked Condos)</u>			
	<u>Total # Buildings</u>	<u>Total # Dwelling</u>	<u>Total Value Construction</u>	<u>Total Square Feet</u>
January	0			
February	0			
March	0			
April	0			
May	0			
June	0			
July	0			
August	0			
September	0			
October	0			
November	0			
December	0			
Totals	0	0	\$ -	-

	<u>Total # Buildings</u>	<u>Total # Dwelling</u>	<u>Value Construction</u>	<u>Square Feet</u>
Totals all categories	19	25	\$ 8,706,820	68,309



Revenue Breakdown Report

12/03/2018

Filter: All Records, Transaction.DateToPostOn in <Previous month> [11/01/18 - 11/30/18] AND
Transaction.TransactionNumber Not = 67,079 AND
Transaction.TransactionNumber Not = 67,078

Unit Totals		
Unit Name	Records	Revenue
TOTAL	179	79,559.46

Record Type Totals		
Unit:	Records	Revenue
Permit	179	79,559.46
UNIT TOTAL:	179	79,559.46

Record Type Breakdowns		
Unit:	Records	Revenue
Record Type: Permit		
Building	66	33,802.00
Electrical	34	8,417.00
Mechanical	56	11,911.00
Plumbing	21	3,353.00
Sewer & Water	2	22,076.46
TOTAL:	179	79,559.46

57,480

Certificate of Occupancy List

12/03/2018

1/1

CofO Number	Status	Issued To	Address	CofO and Permit Dates	
OF18-0066	ISSUED (FINAL)	LEBLANC, MICHAEL	9609 SOUTHWORTH	<u>CO Date Apply:</u> 11/28/2018	<u>CO Date Finaled:</u> 11/26/2018
<u>Permit Number</u> PB16-1078	<u>Applicant Name</u> LEBLANC, MICHAEL		<u>Contractor</u>	<u>Permit Date Apply:</u> 11/16/2016	<u>Permit Date Issued:</u> 2/02/2016

All Records

Co.DateFinaled Between 11/1/2018 12:00:00 AM AND

11/30/2018 11:59:59 PM AND

Co.Status = ISSUED (FINAL)

Number of CofO's: 1



Plymouth Township Fire Department Monthly Report

November 2018

Response Information:

The Plymouth Township Fire Department responded to **213** emergencies this month.

There was an average of **7.1** runs per day this month.

PTFD's average response time was **5 minutes 47 seconds** to the scene. This includes all responses including non-emergent.

Mutual Aid:

Plymouth Township Fire Department is a member of the Western Wayne County Mutual Aid Association and we provided mutual aid **13** times this month and received mutual aid **14** times.

EMS Information:

There were **105** patients transported this month.

HVA transported **86** patients to the hospital.

Plymouth Township Fire transported **19** patients to the hospital.

The remainder of **28** patients were not transported for various reasons.

Plymouth transports billed out **\$49,298.11** this month received **\$15,052.40** and have **\$15,828.71** in outstanding bills.

Fire Loss:

There were **11** fires this month that accounted for **\$334,500.00** worth of damage to possessions and property. We prevented the destruction of **\$26,662,500.00** in property.

Fire Prevention:

Plymouth Township Fire Department provided **10** comprehensive fire inspections to businesses within Plymouth Township.

Fire Safety public education classes in CPR, Fire Extinguisher and Fire Safety are provided throughout the year.

This month, the department conducted **6** fire safety talks to a total of **66** participants.

Reports Included:

CLEMIS Reports

Incidents Section

- Incident Summary by Incident type
 - Incident Type
 - Type count
 - Property Loss
 - Property Value

- Mutual Aid by Department
 - Mutual aid Received
 - Mutual Aid Given

Local Section

- Fire Department Response Times
 - Turnout Time
 - Response Time

Health EMS

Agency Productivity

- Agency Activity Summary
 - Patients Transported by HVA
 - Patients Transported by PCFD

Inspection Report

Total count for Public Education – Review Fire Modules Calendar

Incident Type Count Report

Date Range: From 11/1/18 To 11/30/18

Selected Station(s): all



	<u>Count</u>	
Station:		
10 - Fire, other	1	.5%
Total - Fires	1	.5%
Total for Station	1	.5%
Station: MA		
111 - Building fire	1	.5%
Total - Fires	1	.5%
321 - EMS call, excluding vehicle accident with injury	1	.5%
Total - Rescue & Emergency Medical Service Incidents	1	.5%
611 - Dispatched & cancelled en route	1	.5%
Total - Good Intent Call	1	.5%
Total for Station	3	1.4%
Station: ST1		
111 - Building fire	4	1.9%
113 - Cooking fire, confined to container	1	.5%
Total - Fires	5	2.3%
321 - EMS call, excluding vehicle accident with injury	45	21.1%
322 - Vehicle accident with injuries	3	1.4%
Total - Rescue & Emergency Medical Service Incidents	48	22.5%
413 - Oil or other combustible liquid spill	1	.5%
444 - Power line down	1	.5%
Total - Hazardous Conditions (No fire)	2	.9%
554 - Assist invalid	3	1.4%
561 - Unauthorized burning	1	.5%
Total - Service Call	4	1.9%
611 - Dispatched & cancelled en route	3	1.4%
651 - Smoke scare, odor of smoke	1	.5%
Total - Good Intent Call	4	1.9%
700 - False alarm or false call, other	2	.9%
740 - Unintentional transmission of alarm, other	4	1.9%
746 - Carbon monoxide detector activation, no CO	1	.5%
Total - False Alarm & False Call	7	3.3%

	<u>Count</u>	
9000 - Special type of incident, other	1	.5%
Total - Special Incident Type	1	.5%
Total for Station	71	33.3%

Station: ST2

110 - Structure fire, other	1	.5%
113 - Cooking fire, confined to container	1	.5%
Total - Fires	2	.9%
321 - EMS call, excluding vehicle accident with injury	50	23.5%
322 - Vehicle accident with injuries	1	.5%
Total - Rescue & Emergency Medical Service Incidents	51	23.9%
481 - Attempt to burn	1	.5%
Total - Hazardous Conditions (No fire)	1	.5%
554 - Assist invalid	2	.9%
561 - Unauthorized burning	1	.5%
Total - Service Call	3	1.4%
611 - Dispatched & cancelled en route	1	.5%
Total - Good Intent Call	1	.5%
700 - False alarm or false call, other	1	.5%
746 - Carbon monoxide detector activation, no CO	1	.5%
Total - False Alarm & False Call	2	.9%
Total for Station	60	28.2%

Station: ST3

113 - Cooking fire, confined to container	1	.5%
160 - Special outside fire, other	1	.5%
Total - Fires	2	.9%
251 - Excessive heat, scorch burns with no ignition	1	.5%
Total - Overpressure Rupture, Explosion, Overheat - no fire	1	.5%
321 - EMS call, excluding vehicle accident with injury	46	21.6%
322 - Vehicle accident with injuries	10	4.7%
Total - Rescue & Emergency Medical Service Incidents	56	26.3%
412 - Gas leak (natural gas or LPG)	1	.5%
424 - Carbon monoxide incident	1	.5%
444 - Power line down	1	.5%
Total - Hazardous Conditions (No fire)	3	1.4%
550 - Public service assistance, other	1	.5%
554 - Assist invalid	1	.5%
Total - Service Call	2	.9%
600 - Good intent call, other	2	.9%
611 - Dispatched & cancelled en route	4	1.9%
Total - Good Intent Call	6	2.8%

	<u>Count</u>	
700 - False alarm or false call, other	1	.5%
733 - Smoke detector activation due to malfunction	1	.5%
736 - CO detector activation due to malfunction	2	.9%
745 - Alarm system sounded, no fire - unintentional	2	.9%
746 - Carbon monoxide detector activation, no CO	1	.5%
Total - False Alarm & False Call	<hr/> 7	<hr/> 3.3%
9001 - Dispatch Error	1	.5%
Total - Special Incident Type	<hr/> 1	<hr/> .5%
Total for Station	<hr/> 78	<hr/> 36.6%
	<hr/> <hr/> 213	<hr/> <hr/> 100.0%

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Municipal Response Times Report

For Dates Beginning 11/1/18 Ending 11/30/18
 Incident Types selected for analysis: All
 For All Priority Types



Time in Minutes	Alarm to Dispatch				Dispatch to Enroute				Enroute to Arrival				Alarm to Arrival				Dispatch to Arrival			
	Percent Total	Cumulative Responses	Percent		Percent Total	Cumulative Responses	Percent		Percent Total	Cumulative Responses	Percent		Percent Total	Cumulative Responses	Percent		Percent Total	Cumulative Responses	Percent	
0 - 1	129	61.14	129	61.14	70	34.15	70	34.15	13	6.57	13	6.57	4	1.98	4	1.98	4	1.98	4	1.98
1 - 2	65	30.81	194	91.94	89	43.41	159	77.56	12	6.06	25.00	12.63	1	0.50	5.00	2.48	4	1.98	8	3.96
2 - 3	12	5.69	206	97.63	35	17.07	194	94.63	35	17.68	60.00	30.30	4	1.98	9.00	4.46	10	4.95	18	8.91
3 - 4	4	1.90	210	99.53	7	3.41	201	98.05	41	20.71	101.00	51.01	10	4.95	19.00	9.41	20	9.90	38	18.81
4 - 5	1	0.47	211	100.00	2	0.98	203	99.02	37	18.69	138.00	69.70	34	16.83	53.00	26.24	53	26.24	91	45.05
5 - 6	0	0.00	211	100.00	1	0.49	204	99.51	15	7.58	153.00	77.27	38	18.81	91.00	45.05	35	17.33	126	62.38
6 - 7	0	0.00	211	100.00	0	0.00	204	99.51	19	9.60	172.00	86.87	40	19.80	131.00	64.85	24	11.88	150	74.26
7 - 8	0	0.00	211	100.00	1	0.49	205	100.00	11	5.56	183.00	92.42	24	11.88	155.00	76.73	16	7.92	166	82.18
8 - 9	0	0.00	211	100.00	0	0.00	205	100.00	8	4.04	191.00	96.46	9	4.46	164.00	81.19	11	5.45	177	87.62
9 - 10	0	0.00	211	100.00	0	0.00	205	100.00	3	1.52	194.00	97.98	12	5.94	176.00	87.13	12	5.94	189	93.56
10 +	0	0.00	211	100.00	0	0.00	205	100.00	4	2.02	198.00	100.00	26	12.87	202.00	100.00	13	6.44	202	100.00

Incident Total:
 211

Average Times per Incident

Average PSAP Processing Time: 0 minute(s) 53 second(s)
 (Alarm to Dispatch) Percent less than or equal to 60 Seconds: 61.14
 Percent less than or equal to 90 Seconds: 85.78

Average Fire Department Turn Out Time: 1 minute(s) 27 second(s)
 (Dispatch to Enroute)

Average Fire Department Turn Out and Travel Time: 5 minute(s) 47 second(s)
 (Dispatch to Arrive)

Average Municipal Response Time: 6 minute(s) 41 second(s)
 (Alarm to Arrive)

Percentile Response Times in Accordance with NFPA Standards

PSAP Processing Time less than 60 seconds: 61.14%
 (Alarm to Dispatch)

Fire Department Turn Out Time less than 60 seconds: 34.15%
 (Dispatch to Enroute)

Fire Department Travel Time less than 4 minutes: 51.01%
 (Enroute to Arrive)

6/16/19

Listing of Mutual Aid Responses by Mutual Aid Department



Time Period: 11/1/18 - 11/30/18

Department: Canton Twp FD

Mutual aid received

180002639	11/16/18	6:36:29PM	1	08204	14920 KEEL ST
180002654	11/20/18	9:11:31AM	1	08204	E ANN ARBOR RD

Subtotal Mutual aid received **2**

Mutual aid given

180002577	11/7/18	10:00:29PM	3	08204	1709 THISTLE
180002606	11/11/18	7:12:33PM	3	08204	1993 MARLOWE
180002616	11/13/18	12:54:39PM	3	08204	43670 FORD
180002686	11/25/18	2:59:44PM	3	08204	200 SHANA
180002721	11/29/18	11:50:10AM	3	08204	46000 SUMMIT PARKWAY
180002722	11/29/18	12:08:27PM	3	08204	7025 N LILLEY

Subtotal Mutual aid given **6**

Subtotal Canton Twp FD **8**

Department: City of Northville FD

Mutual aid received

180002603	11/11/18	4:19:25PM	1	08232	11180 SOUTHWORTH RD
180002603	11/11/18	4:19:25PM	1	08232	11140 SOUTHWORTH RD
180002639	11/16/18	6:36:29PM	1	08232	14920 KEEL ST
180002643	11/17/18	1:08:14PM	1	08232	15047 ROBINWOOD
180002668	11/22/18	1:05:03PM	1	08232	47675 NORTH TERRITORIAL RD

Subtotal Mutual aid received **4**

Automatic aid given

180002624	11/14/18	4:27:30PM	4	08232	1238 JUNCTION
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Subtotal Automatic aid given **1**

Subtotal City of Northville FD **5**

Department: Northville Twp FD

Mutual aid received

180002603	11/11/18	4:19:25PM	1	08255	11140 SOUTHWORTH RD
180002603	11/11/18	4:19:25PM	1	08255	11180 SOUTHWORTH RD
180002639	11/16/18	6:36:29PM	1	08255	14920 KEEL ST

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Time Period: 11/1/18 - 11/30/18

180002643	11/17/18	1:08:14PM	1	08255	15047 ROBINWOOD
180002668	11/22/18	1:05:03PM	1	08255	47675 NORTH TERRITORIAL RD

Subtotal Mutual aid received 4

Mutual aid given

180002524	11/1/18	8:56:01AM	3	08255	42000 SEVEN MILE
180002551	11/4/18	12:47:53PM	3	08255	15525 MARILYN AVE
180002562	11/5/18	4:36:13PM	3	08255	16100 HAGGERTY RD
180002565	11/5/18	7:59:23PM	3	08255	17271 COVE DR
180002575	11/7/18	2:32:28PM	3	08255	1001 DOHENY DR
180002673	11/23/18	6:41:51PM	3	08255	47105 STRATFORD CT

Subtotal Mutual aid given 6

Subtotal Northville Twp FD 10

Department: Livonia Fire Department

Mutual aid given

180002731	11/30/18	5:37:59PM	3	8229	196 HWY
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Subtotal Mutual aid given 1

Subtotal Livonia Fire Department 1

Department: Huron Valley Ambulance

Mutual aid received

180002625	11/14/18	4:32:34PM	1	HVA	46735 NORTH TERRITORIAL RD
180002640	11/16/18	8:07:54PM	1	HVA	14040 BROUGHAM

Subtotal Mutual aid received 2

Subtotal Huron Valley Ambulance 2

Department: Hazardous Materials Response Team

Mutual aid received

180002657	11/20/18	4:21:09PM	1	WWMA	9169 HACKBERRY
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Subtotal Mutual aid received 1

Subtotal Hazardous Materials Response Team 1

Total 22

Agency Activity Summary

Plymouth Township Fire Dept

Agency: Plymouth Township Fire Dept | Service Date: From 11/01/2018 Through 11/30/2018

Total Number of ePCRs: 138

Total Number of Incidents: 133

By Branch

01 Station 1 = 57

02 Station 2 = 28

03 Station 3 = 53

Run Disposition

	#	%		#	%
Treated/Transported	19	13.8%	Dead Prior To Arrival	N/A	N/A
Treated / Transferred Care	86	62.3%	Dead After Arrival	N/A	N/A
Treated/No Transport (AMA)	28	20.3%	Treat/Transported by Private Veh.	N/A	N/A
Treated / No Transport (Per Protocol)	N/A	N/A	Assist	N/A	N/A
Transported / Refused Care	N/A	N/A	Other	5	3.6%
No Transport / Refused Care	N/A	N/A	No Patient Found	N/A	N/A
Cancelled	N/A	N/A			
Left Blank	N/A	N/A			

Run Type

	#	%		#	%
Emergency Runs	138	100.0%	Non-Emergency Runs	N/A	N/A
Stand By	N/A	N/A	Stand By	N/A	N/A
Mutual Aid	1	0.7%	Mutual Aid	N/A	N/A
Interfacility	N/A	N/A	Interfacility	N/A	N/A
Intercept	N/A	N/A	Intercept	N/A	N/A
Emergency Runs (Scheduled)	N/A	N/A	Non-Emergency Runs (Scheduled)	N/A	N/A
Stand By	N/A	N/A	Stand By	N/A	N/A
Mutual Aid	N/A	N/A	Mutual Aid	N/A	N/A
Interfacility	N/A	N/A	Interfacility	N/A	N/A
Intercept	N/A	N/A	Intercept	N/A	N/A

Emergency Type Left Blank: 0

Runs by Unit

Unit	Total Runs	Treat/ Transp	Treat/ Transfer	Treat/No Transp(AMA)	Treat/No Transp(PP)	Transp/ Ref. Care	Cancelled	Dead Prior Arr	Dead After Arr	T/T Priv Veh	No Trans/ Ref. Care	Assist	Other	No Pat. Found
ENG1	4	0	1	0	0	0	0	0	0	0	0	0	3	0
RES1	42	6	29	6	0	0	0	0	0	0	0	0	1	0
RES2	40	8	24	7	0	0	0	0	0	0	0	0	1	0
RES3	52	5	32	15	0	0	0	0	0	0	0	0	0	0
<i>Total</i>	<i>138</i>	<i>19</i>	<i>86</i>	<i>28</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>5</i>	<i>0</i>

Runs by Service Level

Dispatched Service Level	#	%	Recommended Service Level	#	%
BLS	5	3.6%	BLS	113	81.9%
ALS	133	96.4%	ALS1	23	16.7%
SCT	N/A	N/A	ALS2	2	1.4%
			SCT	N/A	N/A
			Rotary Wing	N/A	N/A
			Fixed Wing	N/A	N/A

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Runs by Insurance Type with Service Level (Multiple insurance types may have

been marked on a run)

Type	BLS	%	ALS1	%	ALS2	%	SCT	%Rotary Wing	%Fixed Wing	%	Total	%
Auto Ins.	1	0.7%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1	0.7%
Medicare	2	1.4%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	2	1.4%
None	117	84.8%	23	16.7%	2	1.4%	N/A	N/A	N/A	N/A	142	102.9%

Runs by Primary PI (Note - Primary PI is based on the ICD-10 priority setup in HealthEMS)

Description	#	%
Abdominal Pain	5	3.6%
Allergic Reaction	2	1.4%
Alt. Level Conscious	3	2.2%
Anxiety	5	3.6%
Asthma Symptoms	2	1.4%
Back Pain (No Trauma)	3	2.2%
Behavioral Disorder	2	1.4%
CVA/Stroke	2	1.4%
Cardiac Arrest	1	0.7%
Cardiac Symptoms	6	4.3%
Chest Pain	6	4.3%
Depression (acute)	2	1.4%
Dizziness	4	2.9%
Dyspnea-SOB	7	5.1%
Flu Symptoms	2	1.4%
GI -Constipation	1	0.7%
Headache (no trauma)	2	1.4%
Monitoring Required	1	0.7%
Nausea	3	2.2%
No Medical Problem	8	5.8%
Nose Bleed	2	1.4%
Orth. Device Required	1	0.7%
Poisoning	1	0.7%
Psychiatric Emerg.	3	2.2%
Seizure	2	1.4%
Syncope/Fainting	3	2.2%
Trauma Injury	25	18.1%
Unconscious	1	0.7%
Unknown Medical	6	4.3%
Urination Problem	1	0.7%
Vomiting	2	1.4%
Weakness	19	13.8%
Left Blank	5	3.6%
Total	138	100.0%

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Runs by Dispatch (EMD) Code

<u>Description</u>	<u>#</u>	<u>%</u>
1 Abdominal Pain	2	1.4%
10 Chest Pain [non-traumatic]	6	4.3%
11 Choking	1	0.7%
12 Convulsions/Seizures	3	2.2%
13 Diabetic	1	0.7%
17 Falls	25	18.1%
18 Headache	1	0.7%
2 Allergies/Envenomations	2	1.4%
21 Hemorrhage/Lacerations	3	2.2%
23 Overdose/poisoning	4	2.9%
25 Psychiatric/Abnormal behavior/Suicide Attempt	9	6.5%
26 Sick Person	36	26.1%
28 Stroke [CVA]	2	1.4%
29 Traffic/Accidents	18	13.0%
30 Traumatic Injuries	2	1.4%
31 Unconscious/Fainting	5	3.6%
32 Unknown Problem	3	2.2%
5 Back Pain	2	1.4%
6 Breathing Problems	10	7.2%
77 Not reported	1	0.7%
99 Unknown	2	1.4%
<i>Left Blank</i>	0	0.0%
<hr/> <i>Total</i>	138	100.0%

Transport From (Category)

	<u>#</u>	<u>%</u>
--Left Blank--	138	100.0%
<hr/>		
Total	138	100.0%

Transport From (Facility)

	<u>#</u>	<u>%</u>
--Left Blank--	138	100.0%
<hr/>		
Total	138	100.0%

Transport To (Destination Facility)

	<u>#</u>	<u>%</u>
St Mary Livonia ER	80	58.0%
--Left Blank--	33	23.9%
UNIVERSITY OF MICHIGAN ER	12	8.7%
St Joe Ann Arbor ER	5	3.6%
Providence Park ER-Novi	4	2.9%
Garden City ER	1	0.7%
Beaumont Farmington Hills (Botsford)	1	0.7%
Henry Ford West Bloomfield	1	0.7%
Beaumont Canton	1	0.7%
<hr/>		
Total	138	100.0%

Incident Summary by Incident Type

For Dates: 11/1/18 - 11/30/18



Incident Type	Incident Count	Average Response Time	Total Loss	Total Value
No Shift Entered				
No Station Entered				
Fires	1	207,012:55:30	\$ 0.00	\$ 0.00
Total for No Station Entered	1	207,012:55:30	\$ 0.00	\$ 0.00
<hr/>				
Total for No Shift Entered	1.00	207,012:55:30	\$ 0.00	\$ 0.00
Shift: A				
Station: ST1				
Fires	2	00:05:26	\$ 27,500.00	\$ 712,500.00
Rescue & Emergency Medical Service Incidents	19	00:06:54	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	1	00:07:39	\$ 0.00	\$ 0.00
False Alarm & False Calls	5	00:05:49	\$ 0.00	\$ 0.00
Total for Station: ST1	27	00:06:37	\$ 27,500.00	\$ 712,500.00
Station: ST2				
Rescue & Emergency Medical Service Incidents	18	00:07:09	\$ 0.00	\$ 0.00
Total for Station: ST2	18	00:07:09	\$ 0.00	\$ 0.00
Station: ST3				
Fires	1	00:05:46	\$ 2,000.00	\$ 0.00
Overpressure Rupture, Explosion, Overheat - no fire	1	00:07:22	\$ 1,000.00	\$ 0.00
Rescue & Emergency Medical Service Incidents	21	00:07:34	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	1	00:08:54	\$ 0.00	\$ 0.00
Service Calls	1	00:06:55	\$ 0.00	\$ 0.00
Good Intent Calls	1	00:00:00	\$ 0.00	\$ 0.00
False Alarm & False Calls	3	00:09:03	\$ 0.00	\$ 0.00
Total for Station: ST3	29	00:07:25	\$ 3,000.00	\$ 0.00
<hr/>				
Total for Shift: A	74.00	00:07:03	\$ 30,500.00	\$ 712,500.00
Shift: B				
Station: MA				
Fires	1	00:06:03	\$ 0.00	\$ 0.00
Rescue & Emergency Medical Service Incidents	1	00:03:47	\$ 0.00	\$ 0.00
Good Intent Calls	1	00:00:00	\$ 0.00	\$ 0.00
Total for Station: MA	3	00:03:17	\$ 0.00	\$ 0.00
Station: ST1				
Rescue & Emergency Medical Service Incidents	16	00:06:15	\$ 0.00	\$ 0.00
Service Calls	1	00:04:21	\$ 0.00	\$ 0.00
Good Intent Calls	1	00:00:00	\$ 0.00	\$ 0.00
False Alarm & False Calls	1	00:05:14	\$ 0.00	\$ 0.00
Special Incident Types	1	00:04:45	\$ 0.00	\$ 0.00
Total for Station: ST1	20	00:05:43	\$ 0.00	\$ 0.00

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Incident Summary by Incident Type

Incident Type	Incident Count	Average Response Time	Total Loss	Total Value
Station: ST2				
Fires	1	00:10:11	\$ 300,000.00	\$ 25,000,000.00
Rescue & Emergency Medical Service Incidents	24	00:06:09	\$ 0.00	\$ 0.00
Service Calls	1	00:08:06	\$ 0.00	\$ 0.00
Good Intent Calls	1	00:00:00	\$ 0.00	\$ 0.00
False Alarm & False Calls	1	00:06:48	\$ 0.00	\$ 0.00
Total for Station: ST2	28	00:06:10	\$ 300,000.00	\$ 25,000,000.00
Station: ST3				
Fires	1	00:04:36	\$ 0.00	\$ 0.00
Rescue & Emergency Medical Service Incidents	20	00:07:08	\$ 0.00	\$ 0.00
Good Intent Calls	2	00:00:00	\$ 0.00	\$ 0.00
False Alarm & False Calls	3	00:08:48	\$ 0.00	\$ 0.00
Total for Station: ST3	26	00:06:40	\$ 0.00	\$ 0.00
Total for Shift: B				
	77.00	00:06:06	\$ 300,000.00	\$ 25,000,000.00
Shift: C				
Station: ST1				
Fires	3	00:04:30	\$ 4,000.00	\$ 950,000.00
Rescue & Emergency Medical Service Incidents	13	00:05:36	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	1	00:04:55	\$ 0.00	\$ 0.00
Service Calls	3	00:05:23	\$ 0.00	\$ 0.00
Good Intent Calls	3	00:02:24	\$ 0.00	\$ 0.00
False Alarm & False Calls	1	00:04:56	\$ 0.00	\$ 0.00
Total for Station: ST1	24	00:04:58	\$ 4,000.00	\$ 950,000.00
Station: ST2				
Fires	1	00:07:11	\$ 0.00	\$ 0.00
Rescue & Emergency Medical Service Incidents	9	00:07:53	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	1	00:04:29	\$ 0.00	\$ 0.00
Service Calls	2	00:04:42	\$ 0.00	\$ 0.00
False Alarm & False Calls	1	00:11:05	\$ 0.00	\$ 0.00
Total for Station: ST2	14	00:07:22	\$ 0.00	\$ 0.00
Station: ST3				
Rescue & Emergency Medical Service Incidents	15	00:06:00	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	2	00:06:51	\$ 0.00	\$ 0.00
Service Calls	1	00:04:57	\$ 0.00	\$ 0.00
Good Intent Calls	3	00:05:38	\$ 0.00	\$ 0.00
False Alarm & False Calls	1	00:05:57	\$ 0.00	\$ 0.00
Special Incident Types	1	00:00:01	\$ 0.00	\$ 0.00
Total for Station: ST3	23	00:05:43	\$ 0.00	\$ 0.00
Total for Shift: C				
	61.00	00:05:48	\$ 4,000.00	\$ 950,000.00
Total				
	213.00	972:59:49	\$ 334,500.00	\$ 26,662,500.00

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PLYMOUTH MONTHLY AGING REPORT

Report As Of November 30, 2018

Grouped By Schedule on Call

<u>ID</u>	<u>Description</u>	<u>Calls</u>	<u>Current</u>	<u>31 to 60</u>	<u>61 to 90</u>	<u>91 to 120</u>	<u>121 to 150</u>	<u>151 to 180</u>	<u>Over 180</u>	<u>Total</u>
APPL	APPEAL PATIENT 30	2	0.00	375.00	566.00	0.00	0.00	0.00	0.00	941.00
CAIP	PAPER MEDICAID RE	1	524.00	0.00	0.00	0.00	0.00	0.00	0.00	524.00
CARE	ELECT - MEDICARE	3	1866.00	0.00	0.00	0.00	0.00	0.00	0.00	1866.00
COMP	PAPER WORK COMP	1	0.00	0.00	0.00	770.00	0.00	0.00	0.00	770.00
FIREINS	FIRE RECOVERY 15C	1	0.00	0.00	125.00	0.00	0.00	0.00	0.00	125.00
INSU	PAPER INS PRIMARY	2	770.00	638.91	0.00	0.00	0.00	0.00	0.00	1408.91
NEIC	ELECT INS NEIC	2	758.00	722.00	0.00	0.00	0.00	0.00	0.00	1480.00
NEICCAID	ELECT MEDICAID NE	2	1409.20	0.00	0.00	0.00	0.00	0.00	0.00	1409.20
PRIV	REQUEST PRIVATE F	4	1790.40	584.00	0.00	0.00	0.00	0.00	0.00	2374.40
PRV2	PAPER - PRIVATE PA	45	7345.05	9258.95	2700.00	25.00	1424.76	0.00	672.00	21423.76
REVIEW	REVIEW	12	0.00	0.00	4230.00	1481.50	0.00	100.00	1271.00	7082.50
SINS	PAPER INS SECOND.	7	204.99	190.92	0.00	0.00	102.65	0.00	161.87	660.43
TIME	TIME PAY ACCOUNT	2	0.00	0.00	0.00	1096.91	0.00	0.00	0.00	1096.91
U	MHR HOLD FOR MHF	28	0.00	0.00	0.00	0.00	0.00	0.00	8136.00	8136.00
Totals		112	14867.84	11787.78	7621.00	3373.41	1627.41	100.00	10240.87	49298.11

Charge Summary

PLYMOUTH MONTHLY CHARGE REPORT

Summary By Charge Code - Code Description

<u>ID</u>	<u>Description</u>	<u>QTY</u>	<u>QTY %</u>	<u>Charge Count</u>	<u>Charge Count %</u>	<u>Charges</u>	<u>Total Charges %</u>
0427	ALS EMERGENCY	9	5.50	9	19.57	5850.00	38.86
0433	ALS II EMERGENCY	1	0.61	1	2.17	800.00	5.31
0429	BLS EMERGENCY	10	6.11	10	21.74	5000.00	33.22
0425MC	CMS MILEAGE	87.7	41.36	8	17.39	812.40	5.40
0425	MILEAGE	70	42.76	12	26.09	840.00	5.58
MVA	MOTOR VEHICLE ACCIDENT	6	3.67	6	13.04	1750.00	11.63
Totals For All		163.7		46		15052.40	

Credit Summary

Summary By Credit As - Code Description

PLYMOUTH MONTHLY CREDIT REPORT

<u>ID</u>	<u>Description</u>	<u>Credits</u>	<u>QTY %</u>	<u>Amount</u>	<u>Amount %</u>
2	Adjustment	37	43.53	3606.12	22.78
1	Other Payment	31	36.47	8259.37	52.18
6	Patient Payment	4	4.71	1424.00	9.00
5	Write Off	13	15.29	2539.22	16.04
Totals For All		85		15828.71	

Inspection Volume

12/4/2018 1:05:15 PM

Filters:

- Inspection Source: **Internal Department Only**
- Start Date: **11/1/2018 12:00:00 AM**
- End Date: **11/30/2018 11:59:59 PM**
- Inspector: **-all-**
- Occupancy Type: **-all-**
- IFC Occupant Class: **-all-**
- Occupancy Number: **-all-**
- Zip Code: **-all-**
- Address: **-all-**
- Street Name: **-all-**
- Inspection Type: **-all Fire Safety types-**
- Section Number: **-all-**

Volume by Inspector

Inspector	# of Inspections ¹	Violations Cited	Occupant Sq. Ft.
Phillips, Daniel			
Freedom of Information ^{FS}	4		0
Site Plan ^{FS}	6		60,000
Total	10	3	60,000

Totals

Inspector	# of Inspections ¹	Violations Cited	Violations Cleared ²	Violations Remaining	Occupant Sq. Ft.
Freedom of Information ^{FS}	4				0
Site Plan ^{FS}	6				60,000
Total⁵	10	3	0	3	60,000

¹This is actually a count for the inspection type. A single inspection with two types will total as two not one.
²Cleared violations from re-inspections outside the date range ARE included if initial inspection falls within date range.
³One re-inspection can encompass multiple inspection types - this is why the re-inspection type-specific total is frequently greater than the # of inspections.
^{FS}Fire Safety Inspection.
⁵Filtering out portal inspections can cause violations cited to be less than violations cleared (violation cited count comes from both department and portal inspections, while violations cleared only come from department inspections).

16 of 16

THOMAS H. DOOLEY

18550 WESTBROOK RD.

PLYMOUTH, MI 48170

H: (734) 454-0589

C: (734) 516-9892



November 21, 2018

Mr. Dan Phillips
Fire Chief
Fire Station #3
13600 Beck Rd.
Plymouth, MI 48170

Dear Mr. Phillips,

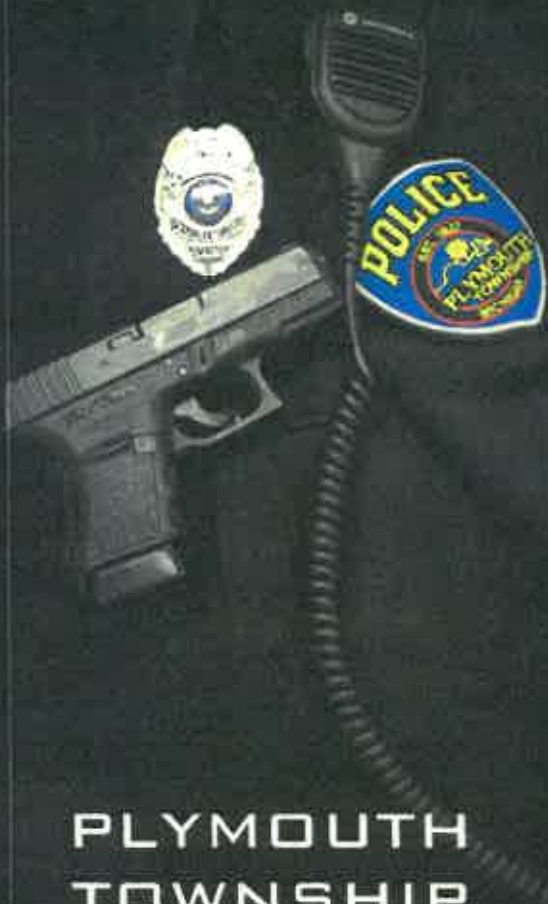
I want to compliment you on your fine staff. A few weeks ago I was taking my morning shower when my medical alert system alarm went off. I did not hear it while in the bathroom, but heard it when I returned to my bedroom. I was surprised to hear the call come in to alert me to the fact that the firefighters were on their way.

By the time I threw on some pants and walked to the living room two very professional firefighters had arrived without making a sound and were standing in front of me. I was very relieved to meet them and appreciated their courteous and respectful manner. What could have been a very traumatic experience turned into a very pleasant opportunity to meet two fine members of your team.

I just wanted to write and thank you for the very fine job you and your staff are doing for the people of Plymouth.

Respectfully Yours,

Thomas H. Dooley



2018
MONTHLY
REPORTS

PLYMOUTH
TOWNSHIP
POLICE

NOVEMBER

WWW.PLYMOUTHWP.ORG

PART-ONE CRIMES

January 1, 2018 through December 31, 2018

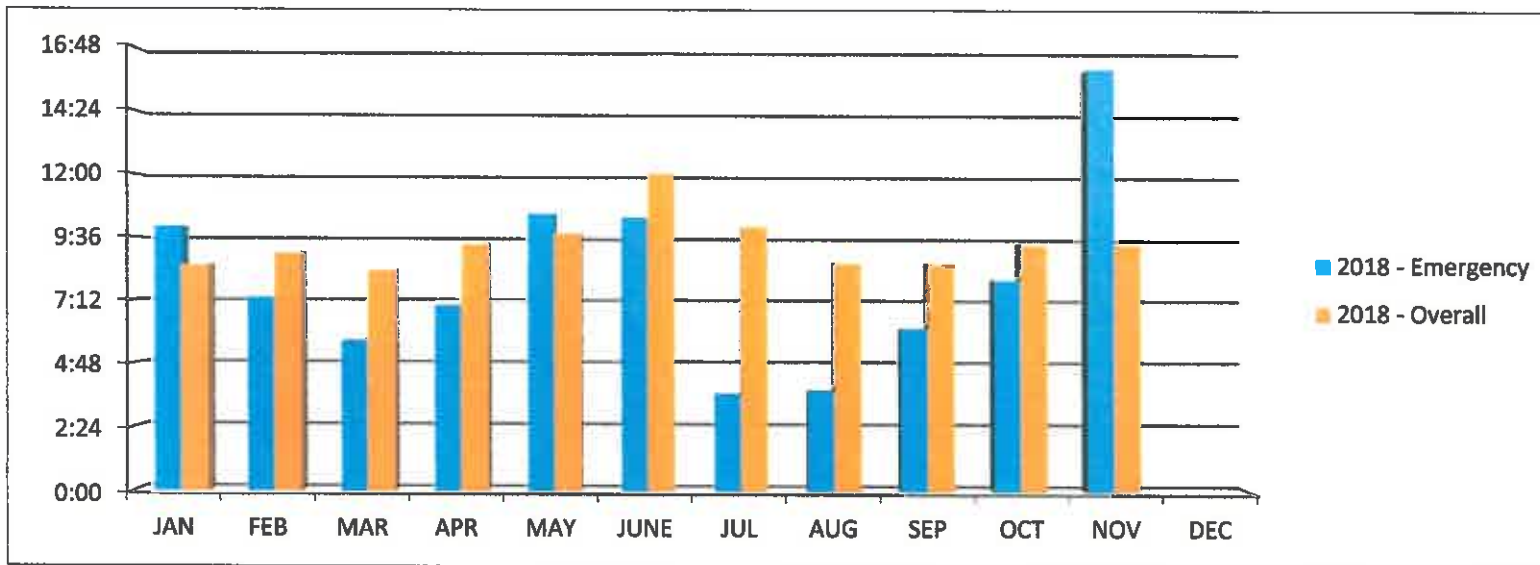
2018	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
Murder	0	0	0	0	0	0	0	0	0	0	0		0
CSC	1	1	0	0	1	0	1	0	4	1	1		10
Robbery	0	0	1	0	1	0	0	0	0	0	0		2
Aggravated Assault	0	0	3	0	1	0	1	2	2	3	2		14
Burglary	1	0	1	0	1	5	2	1	1	2	1		15
Larceny	7	5	1	9	22	13	14	14	9	15	9		118
Auto Theft	1	1	0	1	0	3	0	2	0	3	1		12
Arson	0	0	0	0	0	0	0	0	0	0	0		0
Retail Fraud	1	0	2	0	1	0	2	1	1	0	3		11
Total	11	7	8	10	27	21	20	20	17	24	17		182

CALLS FOR SERVICE

2018	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
Part A Crimes	47	40	35	33	53	50	48	48	42	53	38		487
All Other Crimes	97	78	99	45	105	108	95	117	111	88	98		1041
Total	144	118	134	78	158	158	143	165	153	141	136		

RESPONSE TIME

2018	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC
2018 - Emergency	10:04	7:20	5:41	7:03	10:34	10:26	3:39	3:48	6:10	8:03	16:03	
2018 - Overall	8:35	9:03	8:24	9:24	9:48	12:06	10:05	8:42	8:40	9:25	9:26	



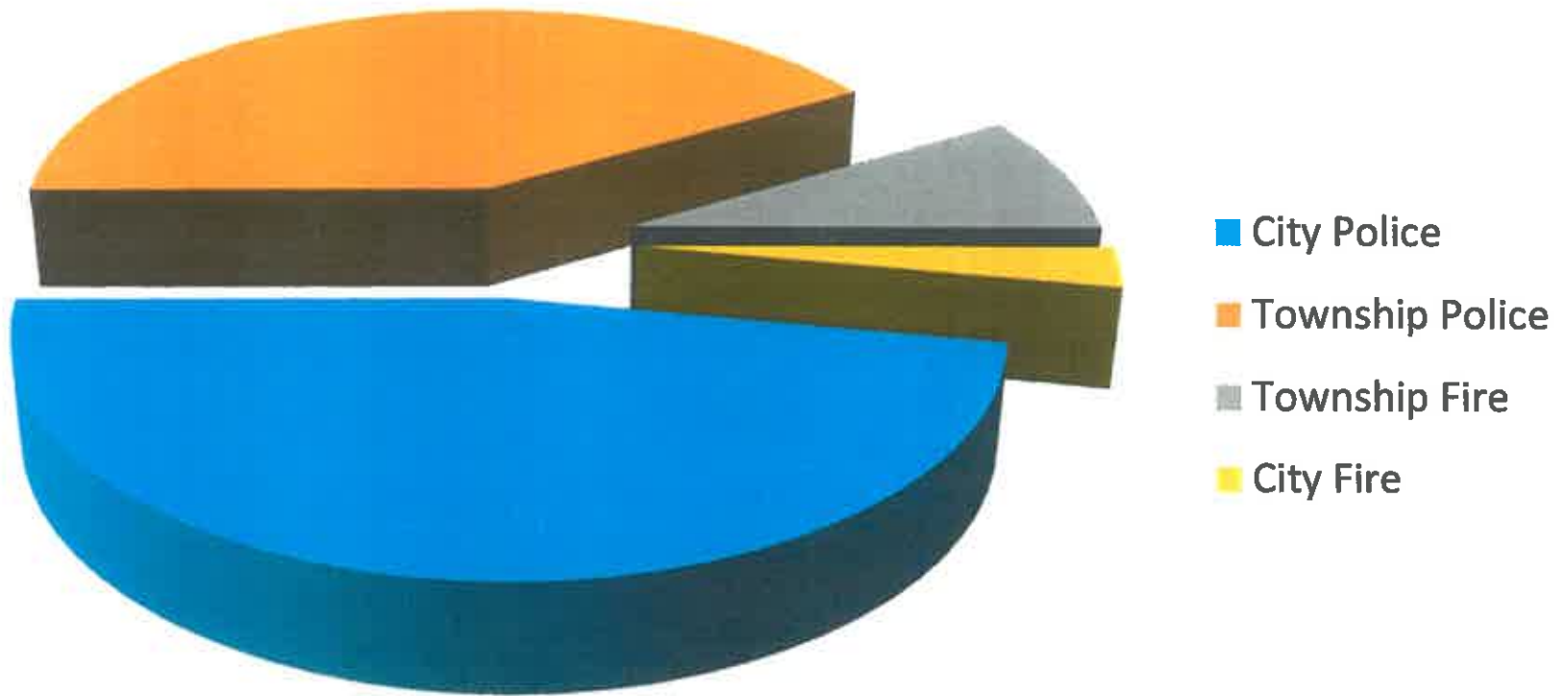
DISPATCH CENTER

2018	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD
# of 911 Calls	1,177	1,028	1,124	1,169	1,243	1,329	1,400	1,284					9,754
# of Non-Emergency Calls	2,696	2,571	2,637	2,487	2,816	2,705	2,883	2,692	2,576	2,576	2,296		28,935
Total													

POLICE AND FIRE RESPONSE

2018	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD
City Police	1,500	1,231	1,408	1,226	1,483	1,350	1,401	1,321	1,400	1,448	1,370		15,138
Township Police	1,248	976	1,218	1,107	1,333	1,331	1,285	1,346	1,245	1,179	1,149		13,417
Township Fire	273	232	262	227	249	224	269	239	275	271	220		2,741
City Fire	77	81	78	74	86	70	98	80	87	89	69		889
Total	3,098	2,520	2,966	2,634	3,151	2,975	3,053	2,986	3,007	2,987	2,808		32,185

Calls for Service YTD



TRAFFIC ACCIDENT SUMMARY

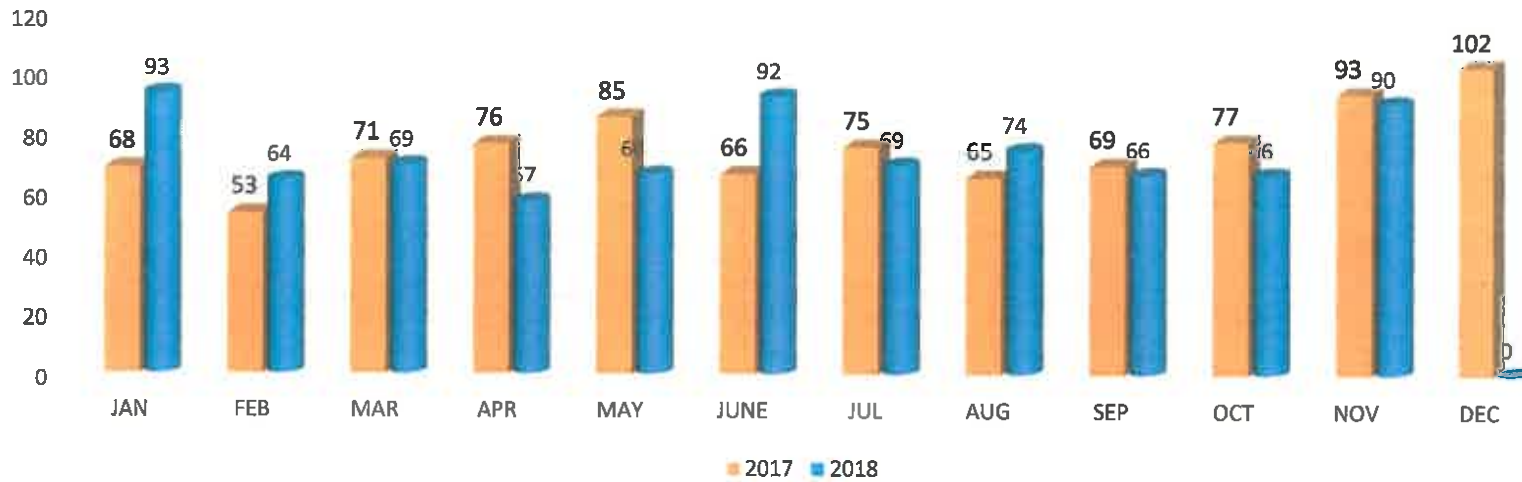
JANUARY 1, 2018 THROUGH DECEMBER 31, 2018

2018	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
Fatal	0	0	0	0	0	0	0	0	0	0	0	0	0
Personal Injury	12	9	7	13	3	8	14	7	9	9	15		106
Property Damage	68	44	49	34	47	61	40	47	49	43	63		545
Private Property	13	11	13	10	16	22	15	20	8	14	12		154
Hit and Run	0	0	0	0	0	1	0	0	0	0	0		1
Total	93	64	69	57	66	92	69	74	66	66	90	0	806

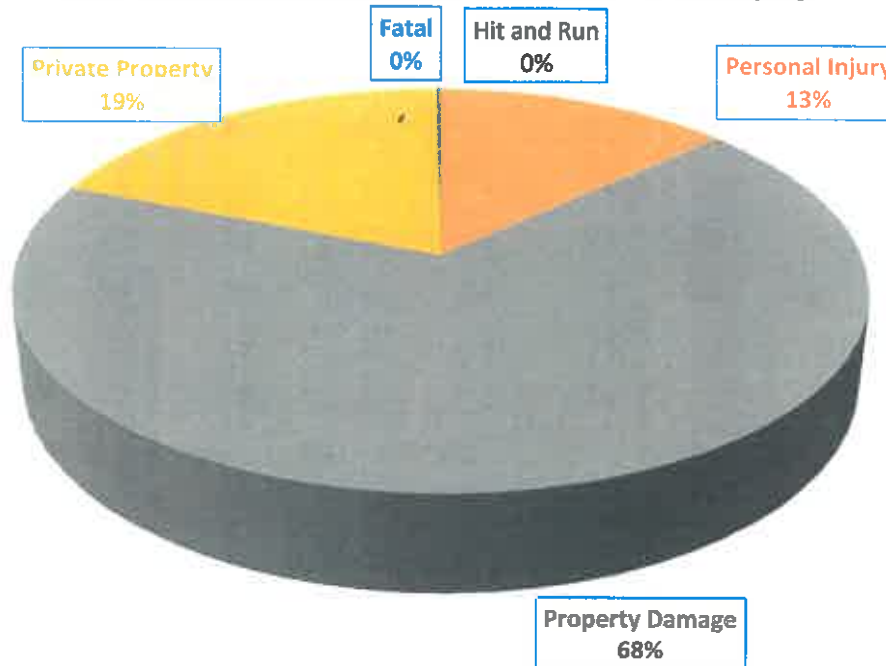
JANUARY 1, 2017 THROUGH DECEMBER 31, 2017

2017	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
Fatal	0	0	0	0	0	0	0	0	0	0	0	0	0
Personal Injury	6	4	4	14	15	21	17	13	14	10	14	15	147
Property Damage	58	45	64	55	66	42	53	45	46	62	69	76	681
Private Property	3	4	3	6	4	3	5	7	9	5	9	11	69
Hit and Run	1	0	0	1	0	0	0	0	0	0	1	0	3
Total	68	53	71	76	85	66	75	65	69	77	93	102	900

Traffic Accidents 2017 vs 2018



REPORTED ACCIDENTS BY TYPE - YTD 2018

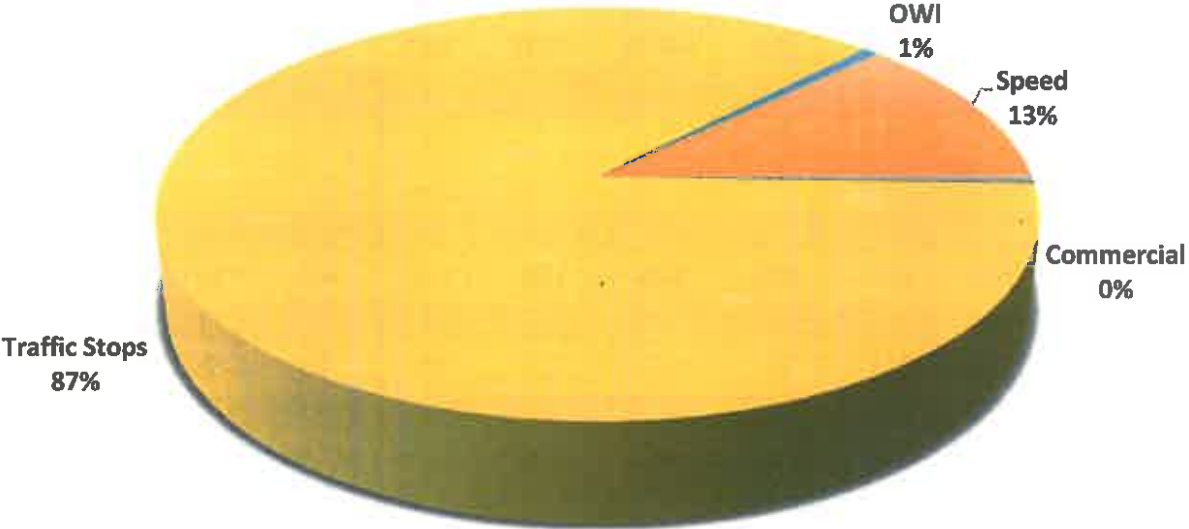


TRAFFIC VIOLATION SUMMARY

January 1, 2018 through December 31, 2018													
2018	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
OWI	4	5	3	1	4	2	4	7	3	2	7		42
Speed	31	18	40	45	83	114	82	102	75	91	49		730
Commercial	3	1	0	0	5	5	14	0	6	1	3		38
Traffic Stops	430	276	432	392	521	578	529	622	550	474	482		5,286

Number of Arrests													
2018	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
Felony	9	8	7	5	7	11	10	12	5	7	11		92
Misdemeanor	57	53	64	44	54	54	62	73	70	38	51		620
Citations	230	139	236	192	248	317	241	283	277	213	233		2,609
Total	296	200	307	241	309	382	313	368	352	258	295		3,321

**Traffic Violations Issued by Type
Year to Date 2017**



NUMBER OF ARRESTS

	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
2018	66	61	71	49	61	65	72	85	75	45	62		712
2017	61	66	59	58	58	50	43	57	82	60	56	48	698





MEMORANDUM

To: Plymouth Township Board of Trustees and Planning Commission

From: Laura E. Haw, AICP, NCI, McKenna and Planning Director, Plymouth Township; and Jennifer Neal, Planner, McKenna

Date: December 5, 2018

Re: November 2018 Monthly Report: Planning and Zoning Department

PLANNING AND ZONING

McKenna provides day-to-day assistance to the Township, applicants and public regarding zoning, planning and economic redevelopment matters, including on-site offices hours every Tuesday, Wednesday and Thursday. The following is McKenna’s monthly report to the Township, which covers significant Planning and Zoning activities and services in November.

Township Planning and Zoning Activity

As part of our services to the Township, McKenna reviews Planning Commission applications and plans and provides recommendations on long range planning, land use, zoning and design. There are also a number of administrative site plans / projects that McKenna reviews and administers. The following is a summary of current and ongoing site plans, special land uses, rezonings, text amendments and land reconfigurations:

PLANNING AND ZONING PROJECTS

Project	Current Status and Progress (New items since last month are bold and noted with *)
#2138 49600 Ann Arbor Road Andover Forest	Final stamping process initiated in 2015. Insufficient documentation provided to close file. The Planning Department receives numerous inquiries about this site as it was cleared and stalled. Policies are in place to ensure this will not occur again. **Applicant has submitted revised legal documentation (based on the modifications required by Township Attorney Kevin Bennett) which are presently under review. Once finalized, final recorded documents must be submitted and the applicant can initiate the final stamping process.

PLANNING AND ZONING PROJECTS

Project	Current Status and Progress (New items since last month are bold and noted with *)
#2232 39600 Ann Arbor Road <i>Dunkin Donuts</i>	Final site plan approval (building expansion) granted by the Planning Commission, December 2017. *Permits from Wayne County and subject to the conditions of final engineering approval are outstanding. Once finalized, applicant to submit for the final stamping process.
#2245 15257 Beck Road <i>Plymouth Plaza</i>	Final site plan approval (two-building, multi-tenant commercial plaza) granted by the Planning Commission, August 2017. Seven (7) administrative reviews have since been conducted due to remaining outstanding conditions of Commission approval. Revised, final site plan review is required as the next step; the plan has experienced significant adjustments since the previous final site plan was approved by the Commission. *Resubmittal by applicant has yet to be made for revised final site plans; formal review by Planning Commission is required.
#2248 49200 Halyard Drive <i>Adient</i>	Revised, final site plan approval (building expansion and site improvements) granted by the Planning Commission, May 2018. *Final permits and subject to the conditions of final engineering approval. Currently finalizing engineering. Once complete, applicant to submit for the final stamping process.
#2269 39411 Schoolcraft <i>Plymouth Park and Eats</i>	*Final stamp issued; file closed.
#2271 39550 Ann Arbor Road <i>Quick Pass Car Wash</i>	Final site plan approval (new construction) granted by the Planning Commission, December 2017. *Permits from Wayne County and subject to the conditions of final engineering approval are outstanding. Once finalized, applicant to submit for the final stamping process.
#2272 45980 Ann Arbor Road <i>The Woods</i>	Final site plan, CHO approval (nine (9), detached, single family residential units) granted by the Planning Commission, January 2018. Permits from Wayne County, final CHO approval granted by the Board of Trustees on July 24, 2018. *Applicant Initiated the final stamping process, process incomplete.
#2274 15075 Beck Road <i>Beck Hotel PUD</i>	Tentative site plan approval (mixed-use site with hotel and restaurants) granted by the Planning Commission, April 2018. Revisions to the final site plan were submitted and reviewed in March, April, June and August of 2018. *Final site plan review resubmitted and approved, with conditions, for Phase I by the Planning Commission on November 14, 2018. Township Attorney review of the PUD contract ongoing.



PLANNING AND ZONING PROJECTS

Project	Current Status and Progress (New items since last month are bold and noted with *)
#2278 47373 Five Mile Road <i>Shell Plaza</i>	Application submitted for accessory building addition. Administrative Committee review in spring of 2018; cannot issue approval as of June 25, 2018 (date of last review letter and transmittal submitted to applicant). Project postponed until the applicant submits a revised site plan, which addresses all outstanding issues, for Township review. *New materials or an extension request must be submitted by 02.15.19. With no change in application, the file will be closed on 02.15.19.
#2282 15075 Beck Road <i>Land Combination</i>	Initial Township review, application deemed incomplete, May 2018. *Applicant to submit outstanding documentation for Township review.
#2296 12731 Beck Road <i>Verona Park</i>	Application submitted for site plan review. Tentative site plan approval, with conditions, granted by the Planning Commission at their July 18, 2018 meeting. *Revised site plan package submitted for final review by the Planning Commission at their December 12, 2018 meeting.
#2300 46333 Five Mile Road <i>Progressive Insurance</i>	Minor Administrative Site Plan request for additional parking at Progressive, as approved per the 1980's plan as banked parking. *Pending Wayne County authorization. New materials or an extension request must be submitted by 07.27.19. With no change in application, the file will be closed on 07.27.19.
#2303 41100 Plymouth Road <i>Burroughs</i>	Administrative Site Plan (major) improvements for lighting, landscaping and pedestrian safety. Phase 1 (lighting) approved. *Additional documentation submitted for the Phase 2 parking lot, reviews in progress.
#2304 47771 Halyard Road <i>JTeki-Koyo</i>	Administrative Site Plan (minor) for the construction of previously approved banked parking spaces. Payment in-lieu for replacement trees submitted. *Final stamp issued; file closed.
#2305 14540 Jib Street <i>Diamond Tool</i>	Proposed Administrative Site Plan (major) for a building addition, with site plan improvements. Applicant to submit additional documentation (ex: landscaping plan), prior to Planning Commission consideration. *Pending resubmission by applicant.
#2306 41661 Plymouth Road <i>Hillside Residences</i>	*Applicant submitted revised site plans (PUD) for November 14, 2018 Planning Commission; tentative site plan issued for 88 residential units. Applicant to submit revised site plans for final site plan review by the Commission at a later date.



PLANNING AND ZONING PROJECTS

Project	Current Status and Progress (New items since last month are bold and noted with *)
#2309 42320 Ann Arbor Road <i>Laird's Glass</i>	Façade improvement submitted for review (administrative site plan). *Pending changes by applicant for consideration by the Township.
#2310 14973 Northville Road <i>Phoenix Mill</i>	Application to rezoning the Phoenix Mill site, from PL, Public Lands, to the C-2, General Commercial district. *Public hearing held at the November 14, 2018 Planning Commission meeting; rezoning approval recommended to the Board of Trustees. Board of Trustees review and approval by resolution of the proposed rezoning took place on November 27, 2018.
#2311 235 N. Sheldon Road <i>Chase Bank</i>	Application for minor site enhancements at Chase Bank (administrative site plan review). *Review pending, awaiting resubmission by applicant.
#2312 <i>Ponds at Andover</i>	*Application for seven (7) single-family detached units on 11 acres submitted to Township. *Tentative site plan (CHO) review by the Planning Commission scheduled for December 12, 2018 meeting.
#2313 <i>Ridge Road Industrial Park</i>	*Application for new industrial park infrastructure. *Tentative / final site plan review by the Planning Commission scheduled for December 12, 2018 meeting.
#2314 <i>15100 Fogg Street</i>	*Application for new industrial building. *Tentative / final site plan review by the Planning Commission scheduled for December 12, 2018 meeting.
#2315 <i>1500 Sheldon Road Jersey Mike's</i>	*Application for wall signs at a new establishment. *Planning Commission sign review scheduled for December 12, 2018 meeting.



Planning and Zoning Department Financial Activity

The following table details payments received by applicants as determined by the adopted 2017 Planning and Zoning Fee Schedule and for payment in-lieu received regarding planning / zoning projects:

PLANNING AND ZONING FEES RECEIVED	CURRENT	2018 YTD
Applications (November only)	\$10,415.00	\$101,754.25
#2296: Final Site Plan, Review #2	\$2,125.00	-
#2303: Administrative Site Plan (major), Review #2	\$1,250.00	-
#2313: Tentative / Final Site Plan, Review #1	\$3,100.00	-
#2314: Tentative / Final Site Plan, Review #1	\$3,540.00	-
#2315: ARC Sign, Review #1	\$400.00	-

PAYMENT IN-LIEU FUNDS RECEIVED	LANDSCAPING	SIDEWALK	OTHER	2018 YTD
Applications (November only)	-	\$11,916.00	-	\$25,794.00
#2230: CHO		\$11,916.00		

Challenges:

- Application form needs revisions and application process packets remain outstanding.
- Many questions on ARC, Ann Arbor Road Corridor sign requirements, not digestible for the public.
- Repeat ZBA variances granted, especially related to fence standards.
- Resident concerns regarding sidewalks in the older subdivisions such as Green Meadows.

Recommendations and Next Month Outlook:

- Consideration of the C-1, Neighborhood Shopping, Zoning Ordinance text amendment to permit limited serving of alcohol in restaurants.
- Consideration of a Zoning Ordinance text amendment regarding fence regulations.
- Consideration of the C-2, General Commercial, Zoning Ordinance text amendment to permit outdoor dining as a permitted use (currently requires special land use approval) with additional use standards.
- Consideration of the Single Family Cluster Housing Ordinance text amendment.
- Start the Redevelopment Ready Certification.
- Continuation of progress based on discussions had at productive Planning Commission work session held on November 29, 2018.
- Schedule joint Planning Commission / Board of Trustees / Zoning Board of Appeals meeting for 2019.
- Continue updates to the new Zoning Map – draft coming in December !





If you have any questions on the above planning, zoning and design projects or would like additional information, please contact Laura Haw at Lhaw@mcka.com. Thank you !



FOIA Monthly Report

Run Date: 12/01/2018 8:02 AM

Create Date	Company Name	Customer Full Name	Type of Information Requested	Amount of Payment
11/1/2018		Mr. Thomas Parrelly	Human Resources Other	
11/7/2018		Mr. Thomas Parrelly	Election Records	
11/8/2018		Nancy Conzelman	Election Records	
11/8/2018		Dale Leifing	Other	
11/8/2018	Partner Engineering & Science	Scott Miller	Building Fire Report	
11/9/2018		Mr Duane Zantop	Other	
11/13/2018	Remine	Associate Data Acquisition Analyst Christina Hogue	Other	
11/17/2018		Nancy Conzelman	Election Records	
11/19/2018	wegolook on behalf of Bock and Clark Zoning	Abbey Barger	Building	
11/20/2018	Bleznak Assoc/Woodbury Mgmt, Inc	Lisa Trombley	Fire Report	
11/21/2018		Environmental technician Laura Gray	Assessing Records Building Fire Report	
11/21/2018	Rehmann Corporate Investigative Services	David Stayer	Fire Report	
11/26/2018	Kirk, Huth, Lange & Badalamenti, PLC	Robert Huth	Contract	
11/27/2018	Plymouth Township Fire Department	Guy Villet	Human Resources	
11/29/2018	The Planning and Zoning Resource Company	Ms. Jamie Pulver	Other	
11/30/2018	ATC Associates Inc	Project Manager Pamela Wheeler	Building Fire Report	
Total Requests: 16				Total Dollars: 0

PD FOIA Monthly Report

Run Date: 12/01/2018 8:02 AM

Create Date	Company Name	Customer Full Name	Type of Information Requested	Amount of Payment
11/1/2018		Zahra Rustum	Police Records	0.00
11/2/2018		Kris Clark	Police Records	
11/2/2018	Michigan Auto Law	Michael Shaffer	Police Records	0.00
11/5/2018		Christopher Stewart	Police Records	0.00
11/5/2018	Boria Law	Aaron Boria	Police Records	0.00
11/5/2018		Terasa Hundley	Police Records	0.00
11/6/2018		Julie Anne Garlit	Police Records	0.00
11/6/2018	Plunkett Cooney, PC	Mrs. Rachel Taylor	Police Records	5.00
11/6/2018	Metropolitan Reporting Bureau	Metropolitan Reporting Bureau	Police Records	0.00
11/6/2018	Nick's Auto Service	Teresa Younce	Police Records	0.00
11/6/2018	Plymouth Hills	Laura Pettipher	Police Records	0.00
11/6/2018	Plymouth Hills	Laura Pettipher	Police Records	0.00
11/15/2018		Kheyll Morris	Police Records	0.00
11/19/2018	David Chapman Agency	Claims Manager Lynn Martinez	Police Records	
11/19/2018	Rockind Law	Neil Rockind	Police Records	28.08
11/20/2018		Keith Corbett	Police Records	0.00
11/28/2018		Adamandios Tsakos	Police Records	\$71.62
11/28/2018	LexisNexis	LexisNexis	Police Records	0.00
Total Requests: 18				Total Dollars: 104.7

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 11, 2018**

**ITEM D.3
APPROVAL OF TOWNSHIP BILLS
DECEMBER 11, 2018 MEETING**

BOARD DATE

12/11/2018

FUND NAME	FUND NUMBER	TOTAL INC PAYROLL	PAYROLL & INVOICES PAID PRIOR TO MEETING	INVOICES PAID AFTER BOARD REVIEW
GENERAL FUND	101	805,468.49	645,978.96	159,489.53
SWD	226	118,317.15	2,525.49	115,791.66
IMPROV. REV.	246	-	-	-
DRUG FORFEITURE	265	56,920.00	-	56,920.00
DRUG FORFEITURE	266	-	-	-
DRUG FORFEITURE	267	-	-	-
GOLF COURSE FUND	510	3,010.05	1,172.54	1,837.51
SENIOR TRANSPORATION	588	4,276.34	4,276.34	-
WATER & SEWER	592	427,447.19	38,501.50	388,945.69
TRUST& AGENCY	701	9,939.45	9,350.00	589.45
POLICE BOND FUND	702	1,560.00	1,560.00	-
TAX POOL	703	-	-	-
SPECIAL ASSESS CAPITAL	805	680.00	-	680.00
TOTAL		1,427,618.67	703,364.83	724,253.84
GRAND TOTAL		1,427,618.67		
NOTE: \$19,000.71 OF PAYROLL AMOUNT SHOULD HAVE POSTED OCTOBER 19, 2018.				

BKR 11/5/18 Page: 1/11

Charter Township of Plymouth AP Invoice Listing - Board Report

VENDOR INFORMATION

INVOICE INFORMATION

A.S.C., INC Sta#1 Alarm monitoring 10/1 - 12/31/18 101-336-776.000	<i>Alarm Mon 10/1 - 12/31/18 Sta#1</i>	Invoice Amount: Check Date:	\$105.00 12/11/2018 105.00
ALLIE BROTHERS UNIFORMS New uniform pants Phillips 101-336-758.000	<i>Pants and alterations - Phillips</i>	Invoice Amount: Check Date:	\$174.97 12/11/2018 174.97
ALLIE BROTHERS UNIFORMS Uniform Equip/Wilder Inv. 73381 11/17/18 101-305-758.000	<i>Uniform Boots</i>	Invoice Amount: Check Date:	\$150.00 12/11/2018 150.00
ASSOCIATED NEWSPAPERS OF MICHIGAN CHO Public Hearing Notice 101-801-813.000	<i>CHO Public Hearing Notice</i>	Invoice Amount: Check Date:	\$38.39 12/11/2018 38.39
ASSOCIATED NEWSPAPERS OF MICHIGAN R-1 Public Hearing Notice 101-801-813.000	<i>R-1 Public Hearing Notice</i>	Invoice Amount: Check Date:	\$40.08 12/11/2018 40.08
ASSOCIATED NEWSPAPERS OF MICHIGAN Notice of Budget Hearing 101-215-813.000	<i>Notice of Budget Hearing</i>	Invoice Amount: Check Date:	\$28.73 12/11/2018 28.73
ASSOCIATED NEWSPAPERS OF MICHIGAN 2018 Winter Taxes 101-215-813.000	<i>2018 Winter Taxes</i>	Invoice Amount: Check Date:	\$24.54 12/11/2018 24.54
NAPA Auto Parts of Plymouth INVOICE #595770 11/26/2018 592-291-863.000 592-291-863.000 592-291-863.000 592-291-863.000	<i>4DR T-27 ST BITSKT S14T27 GREEN CORP ROLOC DISC 01397 SURF CONDITIONING DSC 07481 SURF CONDITIONING DSC 07486</i>	Invoice Amount: Check Date:	\$84.10 12/11/2018 5.02 42.25 32.25 4.58
NAPA Auto Parts of Plymouth Oil Filters 510-510-776.000	<i>Oil Filters</i>	Invoice Amount: Check Date:	\$16.22 12/11/2018 16.22
NAPA Auto Parts of Plymouth Oil Filters & Spark Plugs 510-510-776.000 510-510-776.000	<i>Oil Filters Spark Plugs</i>	Invoice Amount: Check Date:	\$500.04 12/11/2018 375.30 124.74
NAPA Auto Parts of Plymouth EQUIPMENT Maintenance 11/15/2018 592-291-851.000 592-291-863.000 592-291-863.000 592-291-863.000 592-291-863.000	<i>IMPACT SOCKET WHEEL FLAP BRUSH 1 4 SHANK LED WORK LAMP (DUMP SALT SPREADER LIGH ENGINE CYLINDER HONE</i>	Invoice Amount: Check Date:	\$177.35 12/11/2018 6.63 5.91 3.33 134.00 27.48
B & R JANITORIAL SUPPLY JANITORIAL SUPPLY 101-265-776.000 101-265-858.000 101-305-776.000	<i>INVOICE 184135 INVOICE 184135 INVOICE 184135</i>	Invoice Amount: Check Date:	\$1,689.07 12/11/2018 760.08 50.67 422.27

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	101-325-727.000	INVOICE 184135	168.91
	101-336-776.000	INVOICE 184135	33.78
	592-172-776.000	INVOICE 184135	253.36
BATTERIES PLUS BULBS		Invoice Amount:	\$127.15
Batteries for Police Department Inv. 481-P757056		Check Date:	12/11/2018
	101-305-727.000	3 Volt Batteries	55.90
	101-305-727.000	9 Volt Batteries	71.25
BATTERY SOLUTIONS, LLC.		Invoice Amount:	\$109.95
Battery Recycle		Check Date:	12/11/2018
	226-226-810.000	iRecycle - Filled Pail #3_11.19.18	109.95
BLACKWELL FORD INC.		Invoice Amount:	\$308.23
401 FUEL PUMP REPAIR 11/27/18		Check Date:	12/11/2018
	592-291-863.000	PARTS	42.73
	592-291-863.000	LABOR	170.00
	592-291-863.000	OTHER	95.50
BLACKWELL FORD INC.		Invoice Amount:	\$45.00
Vehicle Repair/106809 Inv. 340581 11/20/18		Check Date:	12/11/2018
	101-305-863.000	Replace two front tires	45.00
BLACKWELL FORD INC.		Invoice Amount:	\$49.95
Vehicle Repair/B32115 Inv. 340592 11/20/18		Check Date:	12/11/2018
	101-305-863.000	Oil Change/5 quarts oil	49.95
BLACKWELL FORD INC.		Invoice Amount:	\$323.66
Vehicle Repair/A94167 Inv. 340531 11/20/18		Check Date:	12/11/2018
	101-305-863.000	Replace passenger side exterior mirror	323.66
BLACKWELL FORD INC.		Invoice Amount:	\$129.51
Vehicle Repair/157878 Inv. 340656 11/21/18		Check Date:	12/11/2018
	101-305-863.000	Remove air bag and found bolt loose	129.51
BLACKWELL FORD INC.		Invoice Amount:	\$205.05
Vehicle Repair/A66875 Inv. 340774 11/26/18		Check Date:	12/11/2018
	101-305-863.000	Replace 4 tires/new battery	205.05
BLACKWELL FORD INC.		Invoice Amount:	\$217.43
Vehicle Repair/126605 Inv. 340869 11/30/18		Check Date:	12/11/2018
	101-305-863.000	Mount/balance tires//R&R Axle Shaft Asse	217.43
BLACKWELL FORD INC.		Invoice Amount:	\$837.75
Vehicle Repair/106438 Inv. 340825 11/27/18		Check Date:	12/11/2018
	101-305-863.000	Replace rear upper arm bushing/mout tire	837.75
OCCUPATIONAL HEALTH CENTERS OF MI		Invoice Amount:	\$71.00
Pre-PlacementPhysicals - Aaron Warring (PD) &		Check Date:	12/11/2018
	101-305-818.000	Aaron Warring (PD)	35.50
	101-325-835.000	Cassandra Bulmer (Disp)	35.50
CDW GOVERNMENT INC		Invoice Amount:	\$4,441.33
Data Switches (6) Support Renewal - Quote KFGQ		Check Date:	12/11/2018
	101-290-941.000	Cisco SmartNET-CON-SNT-1-5K (6 Switches)	4,441.33

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CINTAS CORPORATION - 300 Mat service for P.D. Inv. 300376573 11/2/18 101-305-776.000 Mats for pd/Active Scraper	Invoice Amount: Check Date:	\$157.33 12/11/2018 157.33
CODE SAVVY CONSULTANTS LLC NORTHRIDGE CHURCH SPRINKLER SYSTEM REVI 101-371-818.000 INVOICE 1415	Invoice Amount: Check Date:	\$775.00 12/11/2018 775.00
CODE SAVVY CONSULTANTS LLC RAYYAN CENTER FIRE ALARM PLAN REVIEW 101-371-818.000 INVOICE 1379	Invoice Amount: Check Date:	\$745.00 12/11/2018 745.00
CORRIGAN OIL COMPANY Fuel 11/21/2018 #6723479-IN 592-291-863.000 Gas 87 - Ethanol 592-291-863.000 Dyed Ultra Low Sulfur #2 Mix 592-291-863.000 Fuel Tax Recap 592-291-863.000 Environmental Fee	Invoice Amount: Check Date:	\$1,644.69 12/11/2018 984.53 643.13 10.08 6.95
Corporate Benefit Solutions, LLC November 2018 Monthly Premium for BenExpress 101-171-818.000 November 2018 BenExpress Enrollment 101-171-818.000 Sept. UNUM BenX Credit 101-171-818.000 Oct. UNUM BenX Credit 101-171-818.000 Nov. UNUM BenX Credit	Invoice Amount: Check Date:	\$106.25 12/11/2018 400.00 (97.42) (97.55) (98.78)
DANULOFF, LYLE D., PHD. Police Officer Applicant Psychological Evaluation o 101-305-818.000 Evaluation for hire - Thomas Champagne	Invoice Amount: Check Date:	\$500.00 12/11/2018 500.00
DAVE'S CONTRACTING, INC. Friendship Station - Pay App #2 - CDBG PY2017 101-851-971.000 Friendship Station - CDBG PY 2017	Invoice Amount: Check Date:	\$13,209.00 12/11/2018 13,209.00
DE WOLF & ASSOCIATES FTO Update Training Inv. 2210 11/20/18 101-305-960.000 Officer Coffell & Officer Fritz - Nov 9	Invoice Amount: Check Date:	\$510.00 12/11/2018 510.00
EJ USA, INC. HYDRANT CONVERSION KIT QUOTE 11/6/18 592-291-934.000 EJ 6BR35 CNVRSN SEAT KIT AD	Invoice Amount: Check Date:	\$5,436.60 12/11/2018 5,436.60
ENGINEERING REPRODUCTION HERRIMAN PLANS ON WILCOX 101-371-818.000 INVOICE 130250	Invoice Amount: Check Date:	\$65.28 12/11/2018 65.28
E S R I, INC. Computer Services 25866726 592-172-973.010 ArcGIS Concurrent Primary 12/6/18-12/5/19 592-172-973.010 ArcGIS Concurrent Secondary 12/18-12/19	Invoice Amount: Check Date:	\$5,100.00 12/11/2018 1,500.00 3,600.00
ETNA SUPPLY Water Service Repairs 10/22/2018 592-291-935.000 Water Service Fittings	Invoice Amount: Check Date:	\$3,087.00 12/11/2018 3,087.00
ETNA SUPPLY Romac Clamps for Water Main Breaks 10/22/201	Invoice Amount: Check Date:	\$3,076.00 12/11/2018

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	592-291-932.000	Romac Clamps	3,076.00
FIRE SERVICE MANAGEMENT			Invoice Amount: \$96.00
Gear repair FF's Bukis, Pickert			Check Date: 12/11/2018
	101-336-758.100	Gear repair FF's Bukis, Pickert	96.00
Fred Fire, LLC			Invoice Amount: \$3,349.00
F.R.E.D. Device and accessories (extinguishers)			Check Date: 12/11/2018
	101-336-978.000	16-808 FRED DEVICES	2,695.00
	101-336-978.000	16-812 FRED FILL	294.00
	101-336-978.000	16-425 PUMP ADAPTERS/16-810 CASE OF FOA	360.00
VAG USA, LLC			Invoice Amount: \$8,590.41
PRV Kits			Check Date: 12/11/2018
	592-443-937.000	Parts	8,447.00
	592-443-937.000	Freight	143.41
GFL Environmental USA, Inc.			Invoice Amount: \$12,264.00
OCT 2018 RESIDENTIAL YARD WASTE DISPOSAL			Check Date: 12/11/2018
	226-226-810.000	490.56 TONS @ 25.00/TON	12,264.00
GFL Environmental USA, Inc.			Invoice Amount: \$195.00
DPW RECYCLE CENTER			Check Date: 12/11/2018
	226-226-810.500	11/20/18 - CARDBOARD/PAPER RECYCLE	195.00
GFL Environmental USA, Inc.			Invoice Amount: \$103,205.76
NOV 2018 - RESIDENTIAL COLLECTION FEE			Check Date: 12/11/2018
	226-226-810.000	NOV 2018 TRASH	66,697.60
	226-226-810.000	NOV 2018 RECYCLING	18,605.12
	226-226-810.000	NOV 2018 YARD WASTE	17,903.04
Great Lakes Ace Hardware			Invoice Amount: \$34.19
Set Up 2018 Blanket PO			Check Date: 12/11/2018
	101-691-931.000	2018 Blanket PO	34.19
GUARDIAN ALARM CO			Invoice Amount: \$110.25
8592782 Hilltop Golf Course Alarm Dec 18			Check Date: 12/11/2018
	510-510-737.000	Hilltop Golf Course Alarm Nov18	110.25
HALT FIRE INC			Invoice Amount: \$92.00
Inspect U3 batteries and charging system for dam			Check Date: 12/11/2018
	101-336-863.000	U-3 Insp charging system	92.00
HALT FIRE INC			Invoice Amount: \$699.36
R1 replaced ejector			Check Date: 12/11/2018
	101-336-863.000	R1 replaced auto ejector	699.36
HALT FIRE INC			Invoice Amount: \$816.87
U3 batteries			Check Date: 12/11/2018
	101-336-863.000	U3 batteries	816.87
HALT FIRE INC			Invoice Amount: \$92.00
E1 brake adjustment			Check Date: 12/11/2018
	101-336-863.000	E1 Brake adjustment	92.00
HALT FIRE INC			Invoice Amount: \$1,489.82
R2 replaced brake switch/air bag repair line			Check Date: 12/11/2018

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	101-336-863.000	R2 Brake Switch/repair line ti air bag	1,489.82
HALT FIRE INC		Invoice Amount:	\$337.15
E1 repl vent from transmission		Check Date:	12/11/2018
	101-336-863.000	E1 transmission vent replaced	337.15
HAMMYE, AMY		Invoice Amount:	\$176.04
Mileage thru 1/5/18 thru 10/16/18		Check Date:	12/11/2018
	101-253-727.000	Mileage thru 1/5/18 thru 10/16/18	176.04
HASTINGS AIR-ENERGY CONTROL		Invoice Amount:	\$575.47
Sta#3 Service on Exhaust System		Check Date:	12/11/2018
	101-336-851.000	Sta#3 Service on Exhaust System	575.47
HASTINGS AIR-ENERGY CONTROL		Invoice Amount:	\$211.95
Sta#2 Serv on exhaust system		Check Date:	12/11/2018
	101-336-851.000	Sta#2 Serv on exhaust system	211.95
HERSCH'S INC.		Invoice Amount:	\$6,251.76
Sales Order SO089336 11/19/2018		Check Date:	12/11/2018
	101-446-731.000	Delivery Charge	69.36
	101-446-731.000	Ice away 50# bag 1/56	6,182.40
Highland Products Group, LLC		Invoice Amount:	\$540.00
Recycled Plastic Malibu Bench - Memorial		Check Date:	12/11/2018
	701-100-054.000	5 ft. Recycled Park Bench - Q10.37483	356.00
	701-100-054.000	Shipping Charges	184.00
HUMANE SOCIETY OF HURON VALLEY		Invoice Amount:	\$25.00
Stray Impound Services - October 2018 Inv. 201		Check Date:	12/11/2018
	101-305-819.000	Stray Impound Services	25.00
HUNTINGTON NATIONAL BANK		Invoice Amount:	\$52,600.00
2012 GOLT Refunding Bond (TwpHall) Refunding		Check Date:	12/11/2018
	101-290-995.500	2012 GOLT Refunding Bond (TwpHall) Inter	52,600.00
HUNTINGTON NATIONAL BANK		Invoice Amount:	\$39,859.38
2017 Refunding Bond (Twp Park & Sewer Rehab)		Check Date:	12/11/2018
	592-995-995.500	2017 Refunding Bond Sewer Rehab	25,510.00
	101-290-995.500	2017 Refunding Bond Park & Under Pass	14,349.38
J & B MEDICAL SUPPLY INC		Invoice Amount:	\$1,055.83
Medical supplies		Check Date:	12/11/2018
	101-336-836.000	MET10-1510 Towelettes	113.50
	101-336-836.000	FC1810-4286201-003 TEST STRIPS	99.00
	101-336-836.000	OWMAT1002 UNISTIK	68.85
	101-336-836.000	BEC381454 CATHETER	140.50
	101-336-836.000	HOS00409798309 INJECTION	52.08
	101-336-836.000	MTR805319-05 EKG PAPER	203.30
	101-336-836.000	DIGFL12-4 GLOVES XLG	126.20
	101-336-836.000	DIGFL12-3 GLOVES LG	126.20
	101-336-836.000	DIGFL12-2 GLOVES MED	126.20
J & B MEDICAL SUPPLY INC		Invoice Amount:	\$37.20
Medical supplies		Check Date:	12/11/2018
	101-336-836.000	HOS00409798309 INJECTION	37.20

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J & B MEDICAL SUPPLY INC medical supplies 101-336-836.000	COV31143731 COVIDIEN SHARPS	Invoice Amount: Check Date:	\$33.68 12/11/2018 33.68
J & B MEDICAL SUPPLY INC medical supplies 101-336-836.000 101-336-836.000 101-336-836.000 101-336-836.000 101-336-836.000	COV31013926 ECG ELEC DIGFL-12-3 LG GLOVES BBRL8001 B BRAUN SODIUM BBRL8000 SOD CHL INJ MSOMS-17301 TOURNIQUET	Invoice Amount: Check Date:	\$454.28 12/11/2018 118.00 126.20 58.56 89.28 62.24
KONICA MINOLTA BUSINESS SOLUTIONS Maint. Agreement - Bizhub C364E Inv. 900517092 101-305-851.000	10/26/18 - 11/25/18 coverage dates	Invoice Amount: Check Date:	\$84.08 12/11/2018 84.08
KSS Enterprises BLANKET PO 2018 101-691-931.000	BLANKET PO 2018	Invoice Amount: Check Date:	\$206.96 12/11/2018 206.96
Kushner, Cindy Mileage Reimbursement for MGFOA Conference 101-215-960.000 101-215-960.000 101-215-960.000 101-215-960.000 101-215-960.000 101-215-960.000	Plymouth to Portage mileage 9/16/18 Portage to Kalamazoo mileage 9/17/18 Portage to Kalamazoo mileage 9/18/18 Portage to Kalamazoo mileage 9/19/18 Portage to Plymouth mileage 9/19/18 MGFOA Radisson Hotel parking 9/17/18	Invoice Amount: Check Date:	\$146.24 12/11/2018 61.58 4.36 4.36 4.36 61.58 10.00
LARSON, OSCAR W. CO. FREIGHT CHARGE #SRVCE000000654598 592-172-818.000	FREIGHT CHARGE	Invoice Amount: Check Date:	\$10.00 12/11/2018 10.00
LEO'S CONEY ISLAND Prisoner Meals 9/15/18 - 11/5/18 101-325-818.400	Prisoner Meals	Invoice Amount: Check Date:	\$486.78 12/11/2018 486.78
AutoZone NEW 12 V TRUCK BATTERY FOR #408 11/13/18 592-291-863.000 592-291-863.000	DURALAST GOLD BA SKU-53433 BATTERY INSTALL KIT SKU-554868	Invoice Amount: Check Date:	\$152.39 12/11/2018 148.99 3.40
MICHIGAN AIR SOLUTIONS, LLC Air Comp maint @ sta#3 101-336-863.000	Air Comp Maint Sta#3	Invoice Amount: Check Date:	\$256.89 12/11/2018 256.89
MICHIGAN CAT Compressor, Air Fittings & Hose Fittings Rental 10 510-510-776.000	Compressor, Air & Hose Fittings Rental	Invoice Amount: Check Date:	\$1,211.00 12/11/2018 1,211.00
MICHIGAN, STATE OF PERMIT FEE FOR STATE HALL POND 101-265-776.000	INVOICE 17219 PLM LAKE AND LAND	Invoice Amount: Check Date:	\$75.00 12/11/2018 75.00
MICHIGAN, STATE OF PERMIT FOR PARK POND TO STATE 101-691-931.000	INVOICE 17219	Invoice Amount: Check Date:	\$75.00 12/11/2018 75.00

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MICHIGAN, STATE OF SOR Registration - November, 2018 Inv. 551-529 101-305-818.000	<i>SOR Registration-Period Ending 11/30/18</i>	Invoice Amount: Check Date:	\$30.00 12/11/2018 30.00
MICHIGAN LINEN SERVICE Uniforms 11/23/2018 #395456 592-172-758.000	11/23/2018	Invoice Amount: Check Date:	\$84.35 12/11/2018 84.35
MICHIGAN LINEN SERVICE Uniforms 11/16/2018 #395021 592-172-758.000	11/16/2018	Invoice Amount: Check Date:	\$84.35 12/11/2018 84.35
MICHIGAN, STATE OF Radio Activation 101-336-824.000	<i>Radio Activation</i>	Invoice Amount: Check Date:	\$250.00 12/11/2018 250.00
O K FIRE EQUIPMENT CO Replaced 2.5 gal water extinguishers 101-336-978.000 101-336-978.000	<i>2 1/2 gal water extinguishers shipping</i>	Invoice Amount: Check Date:	\$1,152.00 12/11/2018 1,112.00 40.00
O K FIRE EQUIPMENT CO Replaced CO2 fire ext. Sta#3 101-336-776.000	<i>Sta#3 recharged fire extinguisher</i>	Invoice Amount: Check Date:	\$160.00 12/11/2018 160.00
OFFICE DEPOT Office supplies 101-336-727.000	<i>3 1/2" x 4" memo books</i>	Invoice Amount: Check Date:	\$10.14 12/11/2018 10.14
OFFICE DEPOT Office supplies 101-336-727.000 101-336-727.000 101-336-727.000 101-336-727.000 101-336-727.000 101-336-727.000	<i>12 pk writing pads twirl memo pad HP950XL Blk cart TZe-231 Tape 12 pk Post it pads 8 pk dry erase markers fine pt</i>	Invoice Amount: Check Date:	\$85.07 12/11/2018 2.82 5.39 38.09 20.98 5.10 12.69
OFFICE DEPOT Office Supplies Inv. 211595112001 10/1/18 101-305-727.000	<i>Pop-up Dispenser</i>	Invoice Amount: Check Date:	\$18.68 12/11/2018 18.68
OFFICE DEPOT Office Supplies Inv. 21159365501 10/2/18 101-325-727.000 101-305-727.000 101-305-727.000	<i>Sheet Protectors 1" White Binder TN430 Toner Cartridges</i>	Invoice Amount: Check Date:	\$124.22 12/11/2018 6.87 3.03 114.32
OFFICE DEPOT CREDIT MEMO - WIRELESS MOUSE X2 101-215-727.000	<i>CREDIT - WIRELESS MOUSE</i>	Invoice Amount: Check Date:	\$(25.49) 12/11/2018 (25.49)
OFFICE DEPOT Office supplies 101-336-727.000	<i>Office supplies</i>	Invoice Amount: Check Date:	\$94.03 12/11/2018 94.03

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VENDOR INFORMATION		INVOICE INFORMATION	
OFFICE DEPOT		Invoice Amount:	\$113.97
cartridges for squad printers		Check Date:	12/11/2018
	101-336-963.000	cartridges HP 62 #924627	113.97
OFFICE DEPOT		Invoice Amount:	\$246.12
office supplies		Check Date:	12/11/2018
	101-215-727.000	Avery 5162 labels	105.88
	101-215-727.000	Laminating Pouches	39.19
	101-215-727.000	Mechanical Pencils	4.40
	101-215-727.000	scotch tape refills	17.12
	101-215-727.000	Avery 8366 folder labels	12.41
	101-215-727.000	Avery 5163 labels	23.12
	101-215-727.000	Scotch removable poster tape	44.00
OAKLAND COUNTY		Invoice Amount:	\$14.95
CLEMIS Tech Support Inv. CLM0009875 11/19/1		Check Date:	12/11/2018
	101-305-851.000	Replaced modem power cable	14.95
ORCHARD, HILTZ, & MCCLIMENT, INC.		Invoice Amount:	\$680.00
Contract Admin - Plymouth Commons SAD		Check Date:	12/11/2018
	805-805-970.300	Contract Admin - Plymouth Commons SAD	680.00
PHILLIPS PRO SYSTEMS, LLC		Invoice Amount:	\$1,048.06
Microphones and Transmitter		Check Date:	12/11/2018
	101-215-727.000	Collar Microphones	684.04
	101-215-727.000	Xlr Mic Transmitter	342.02
	101-215-727.000	FREIGHT	22.00
CHARTER TWSP OF PLYMOUTH		Invoice Amount:	\$5,896.84
Comerica Bank-Township Ccredit Cards-October 20		Check Date:	12/11/2018
	101-325-727.400	Brothers-Amazon-Yellow Paper	72.15
	101-325-960.000	Brothers-Sams-Food for Disp. Training C	39.68
	101-305-885.000	Brothers-Foremost-Coloring Books & Tatoo	500.00
	101-325-960.000	Brothers-Dunkin-Coffee for Disp. Trainin	15.89
	101-325-960.000	Brothers-Dunkin-Coffee for Disp Training	15.89
	101-325-727.000	Brothers-Amazon-Phone Case - Disp.	25.32
	101-305-727.000	Brothers-Amazon-Cell Phone Case-PD	47.66
	101-305-958.000	Brothers-MACP Member Dues 2019	100.00
	101-691-931.000	Anderson-HD-Park Supplies	49.88
	101-691-978.001	Anderson-HD-Air Compressor - Parks	639.16
	101-336-776.000	Fox-Ace Hdware-Supplies for station repa	21.05
	101-336-776.000	Fox-HD-Garden Hose & nozzle	46.91
	101-336-776.000	Fox-HD- Garden Hose	29.97
	101-262-727.000	Groth-FedEx-Copying of Instructions	125.85
	101-262-727.000	Groth-FedEX-Copying Procedures Manual	1,755.47
	101-691-931.000	Haack-Post Office-postage for park light	10.95
	101-265-776.000	Haack-AutoZone-Supplies for Twp. Cars	25.40
	226-226-810.000	Haack-Ace Hdware-Trash Can (Replace)	16.95
	101-265-776.000	Haack-HD-Windshield Washer Fluid	16.85
	101-265-776.000	Haack-Sams-Twp Hall Supplies	73.53
	101-265-776.000	Haack=Michaels-Framing	44.52
	101-305-776.000	Haack-Sams-Supplies - PD	87.91
	101-265-858.000	Haack-Sams-Supplied-Friendship Sta	50.62
	101-265-776.000	Haack-HD-Padlock for Clerk's Office	6.33
	101-691-931.000	HaackEhlers-Furnace & Water Tank - Parks	244.00
	101-265-776.000	Haack-HD-return WW Fluid	(9.88)
	101-265-776.000	Haack-Verizon - Phone Glass	42.39

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101-265-776.000	Haack-Verizon -Phone glass return	(42.39)
592-172-776.000	Hamann-HD-parts, tools, supplies	93.30
592-291-932.000	Hamann-HD-Cement	13.30
592-291-935.000	Hamann -HD-Grass Seed	13.48
101-955-885.000	Helse-Constant Contact-E-News	70.00
101-371-863.000	Lewis-Fuel for Fall Conf.	40.15
101-371-960.000	Lewis-Meals-Fall Conf	33.50
101-371-727.000	Lewis=Lowes=measuring wheel ordinance	86.84
101-371-727.000	Lewis-OD-Office Supply	9.52
101-371-863.000	Lewis-Victory Lane-Oil Change	89.32
101-691-931.000	Lewis-HD-Roof & Chimney Repair @ Park	9.93
101-371-727.000	Lewis-Amazon-Phone Log Books	16.37
101-371-727.000	Lewis-Code Council-Code Books	76.01
101-336-863.000	Mack-HD-Plug & Laundry Basket	18.93
101-336-851.000	Mack-HD-Screws for iPad	3.51
101-336-727.000	Phillips-Google-iPad Battery	27.99
101-336-727.000	Phillips-Amazon-iPad Battery	27.94
101-336-727.000	Phillips-Amazon-iPad Digitizer	28.98
101-336-885.000	Phillips - MAES-CPR Cards	54.00
101-336-729.000	Phillips-SMAFC Membership	20.00
101-336-776.000	Phillips-Amazon-Refrig. Filter Replace	35.78
101-336-776.000	Phillips-Amazon-Garage Door Opened	79.95
101-336-776.000	Phillips-Amazon-Water Filters	163.13
701-100-054.000	Phillips-Popcorn for OPen House	49.45
101-336-885.000	Phillips-CPR Cards-10/24 class	252.00
101-336-885.000	Phillips-CPR Card-10/30 class	318.00
101-336-885.000	Phillips-CPR Cards-10-31-18 Class	164.00
101-262-730.000	Vorva-Postage/Elections-AV Ballots	24.70
101-262-730.000	Vorva-Postage/Elections-AV Ballots	24.70

PRINTING SYSTEMS INC

2 Part Checks for Accounting Department Inv. 20

101-215-727.000
101-215-727.000A/P Laser Checks, 2 Part
Shipping**Invoice Amount:****\$217.79****Check Date:****12/11/2018**206.25
11.54**SHI International Corp.**

HP Autoloader (3) Renewal - Hardware Support -

101-290-941.000

Support Renewal 3 HP Autoloader H7J33AC

Invoice Amount:**\$2,197.60****Check Date:****12/11/2018**

2,197.60

SHI International Corp.

Computer APC battery cartridge

101-336-851.000

Computer APC battery Cart Sta#3

Invoice Amount:**\$152.14****Check Date:****12/11/2018**

152.14

SIGNATURE FORD, L-M

2019 Sedan Police Interceptor All Wheel Drive

265-300-978.000
265-300-978.000
265-300-978.000
265-300-978.000
265-300-978.000
265-300-978.000
265-300-978.000
265-300-978.000
265-300-978.000
265-300-978.000
265-300-978.000
265-300-978.000
265-300-978.000
265-300-978.000Sedan All Wheel Drive Code: P2M/500A
Dark Car Feature Code: 13C
LED Side Fender Vent Lights Code: 96E
Dual Spot Lights Incandescent Code: 21P
Noise Suppression Bonds Code: 20P
Rear Door Lock Inop, locks oper Code:18L
Windows Rear Power Delete Code: 67D
Lock System Keyed Allike Code: 43B
Heated Mirrors Code: 549
Front Headlamp Package Code:13P
EcoBoost Speed Limited Code:12T
Dark Blue Code: LK
Charcoal Black Interior Trim**Invoice Amount:****\$28,460.00****Check Date:****12/11/2018**26,737.00
20.00
245.00
385.00
95.00
35.00
25.00
50.00
60.00
120.00
1.00
1.00
1.00

Charter Township of Plymouth AP Invoice Listing - Board Report

VENDOR INFORMATION**INVOICE INFORMATION**

	265-300-978.000	Sync Basic Code: 53M/76R	590.00
	265-300-978.000	Rear Console Plate Code:97D	35.00
	265-300-978.000	Wheel Covers (18"Full Face) Code: 65L	60.00
SIGNATURE FORD, L-M		Invoice Amount:	\$28,460.00
2019 Sedan Police Interceptor All Wheel Drive		Check Date:	12/11/2018
	265-300-978.000	Sedan All Wheel Drive Code: P2M/500A	26,737.00
	265-300-978.000	Dark Car Feature Code: 13C	20.00
	265-300-978.000	LED Side Fender Vent Lights Code: 96E	245.00
	265-300-978.000	Dual Spot Lights Incandescent Code: 21P	385.00
	265-300-978.000	Noise Suppression Bonds Code: 20P	95.00
	265-300-978.000	Rear Door Lock Inop, locks oper Code:18L	35.00
	265-300-978.000	Windows Rear Power Delete Code: 67D	25.00
	265-300-978.000	Lock System Keyed Alike Code: 43B	50.00
	265-300-978.000	Heated Mirrors Code: 549	60.00
	265-300-978.000	Front Headlamp Package Code:13P	120.00
	265-300-978.000	EcoBoost Speed Limited Code:12T	1.00
	265-300-978.000	Dark Blue Code: LK	1.00
	265-300-978.000	Charcoal Black Interior Trim	1.00
	265-300-978.000	Sync Basic Code: 53M/76R	590.00
	265-300-978.000	Rear Console Plate Code:97D	35.00
	265-300-978.000	Wheel Covers (18"Full Face) Code: 65L	60.00
SURE-FIT LAUNDRY CO.		Invoice Amount:	\$24.75
Prisoner Blanket Cleaning Inv. 403184 7/5/18		Check Date:	12/11/2018
	101-325-851.400	Blanket Cleaning	24.75
SURE-FIT LAUNDRY CO.		Invoice Amount:	\$18.00
Prisoner Blanket Cleaning Inv. 403825 7/19/18		Check Date:	12/11/2018
	101-325-851.400	Blanket Cleaning	18.00
SURE-FIT LAUNDRY CO.		Invoice Amount:	\$22.50
Prisoner Blanket Cleaning Inv. 406756 9/20/18		Check Date:	12/11/2018
	101-325-851.400	Blanket Cleaning	22.50
SURE-FIT LAUNDRY CO.		Invoice Amount:	\$24.75
Prisoner Blanket Cleaning Inv. 408034 10/18/18		Check Date:	12/11/2018
	101-325-851.400	Blanket Cleaning	24.75
SURE-FIT LAUNDRY CO.		Invoice Amount:	\$22.50
Prisoner Blanket Cleaning Inv. 408969 11/8/18		Check Date:	12/11/2018
	101-325-851.400	Blanket Cleaning	22.50
SURE-FIT LAUNDRY CO.		Invoice Amount:	\$27.00
Prisoner Blanket Cleaning Inv. 409624 11/23/18		Check Date:	12/11/2018
	101-325-851.400	Blanket Cleaning	27.00
SURE-FIT LAUNDRY CO.		Invoice Amount:	\$31.50
Prisoner Blanket Cleaning Inv. 409889 11/29/18		Check Date:	12/11/2018
	101-325-851.400	Blanket Cleaning	31.50
TNT LAWN SERVICE		Invoice Amount:	\$3,000.00
Invoice 1700- Services - Oct. & Nov. 2018		Check Date:	12/11/2018
	101-691-931.000	Lawn Services Oct. & Nov. 2018	3,000.00
VILLET, GUY		Invoice Amount:	\$63.77
Transportation reimbursement to and from trainin		Check Date:	12/11/2018
	101-336-960.000	Reim. for trans to & fr Training	63.77

Charter Township of Plymouth AP Invoice Listing - Board Report

VENDOR INFORMATION**INVOICE INFORMATION****WCA ASSESSING**

Appraisal Services Rendered -December 2018

101-209-818.000

101-209-818.000

101-209-818.000

101-209-818.000

*Appraisal Services Rendered (Contrasct)**Co-Star Services**Appraisal Personnel**Adjustment for November 2018***Invoice Amount:****\$32,068.33****Check Date:****12/11/2018**

23,507.58

156.67

3,750.00

4,654.08

Great Lakes Water Authority

GLWA - Octoberr 2018 Water Usage Charges

592-441-741.000

*GLWA October 2018 Water Usage***Invoice Amount:****\$335,226.78****Check Date:****12/11/2018**

335,226.78

W.W.WILLIAMS

E3 - Air compressor and Pan Gasket

101-336-863.000

*E3 Air Comp & Pan Gasket***Invoice Amount:****\$3,660.35****Check Date:****12/11/2018**

3,660.35

WINDER POLICE EQUIPMENT

H3 Bulb Inv. 20182724 12/4/18

101-305-851.000

101-305-851.000

*H3 Bulb with Barrell Item #12455**Freight***Invoice Amount:****\$60.40****Check Date:****12/11/2018**

45.40

15.00

WALLSIDE WINDOWS

PERMIT CANCELED

101-371-965.000

*PB18-0204***Invoice Amount:****\$80.00****Check Date:****12/11/2018**

80.00

UPRIGHT FENCE

BP18-1067 PERMIT REFUND

101-371-965.000

*REFUND FOR PB-1867***Invoice Amount:****\$165.00****Check Date:****12/11/2018**

165.00

Total Amount to be Disbursed:**\$724,253.84**

**Charter Township of Plymouth
AP Invoice Listing - Board Report**

*Bond Refund #1
12/5/18*

VENDOR INFORMATION

INVOICE INFORMATION

RW Mercer Co BD Bond Refund	<i>701-100-202.701</i>	<i>BBD16-0032 - PB16-0028</i>	Invoice Amount: Check Date:	\$1,000.00 12/06/2018 <i>1,000.00</i>
LEBLANC, MICHAEL BD Bond Refund	<i>701-100-202.701</i>	<i>BBD16-0066 - PB16-1078</i>	Invoice Amount: Check Date:	\$1,000.00 12/06/2018 <i>1,000.00</i>
LEBLANC, MICHAEL BD Bond Refund	<i>701-100-202.701</i>	<i>BBD18-0008 - PB16-1078</i>	Invoice Amount: Check Date:	\$5,350.00 12/06/2018 <i>5,350.00</i>
Vanston/O'Brian INC BD Bond Refund	<i>701-100-202.701</i>	<i>BBD17-0048 - PB17-1079</i>	Invoice Amount: Check Date:	\$1,000.00 12/06/2018 <i>1,000.00</i>
Magna BD Bond Refund	<i>701-100-202.701</i>	<i>BP15-0081 - PB15-0724</i>	Invoice Amount: Check Date:	\$1,000.00 12/06/2018 <i>1,000.00</i>
			Total Amount to be Disbursed:	\$9,350.00

Charter Township of Plymouth AP Invoice Listing - Board Report

VENDOR INFORMATION			INVOICE INFORMATION
34TH DISTRICT COURT			Invoice Amount: \$500.00
Bond Receipt 11/26/2018			Check Date: 12/08/2018
	<i>702-100-087.000</i>	<i>7830</i>	<i>500.00</i>
35TH DISTRICT COURT			Invoice Amount: \$120.00
Bond Receipt 11/26/2018			Check Date: 12/08/2018
	<i>702-100-087.000</i>	<i>7851</i>	<i>20.00</i>
	<i>702-100-087.000</i>	<i>7829</i>	<i>100.00</i>
35TH DISTRICT COURT			Invoice Amount: \$500.00
Bond Receipt 11/28/2018			Check Date: 12/08/2018
	<i>702-100-087.000</i>	<i>7831</i>	<i>500.00</i>
35TH DISTRICT COURT			Invoice Amount: \$100.00
Bond Receipt 11/30/2018			Check Date: 12/08/2018
	<i>702-100-087.000</i>	<i>7835</i>	<i>100.00</i>
			Total Amount to be Disbursed: \$1,220.00

**Charter Township of Plymouth
AP Invoice Listing - Board Report**

Wesley
12/5/18 Page: 1/3

VENDOR INFORMATION

INVOICE INFORMATION

A T & T		Invoice Amount:	\$352.46
AT&T - Telephone Allocation November 2018 - Ac		Check Date:	12/05/2018
101-336-853.000	Fire		119.83
101-265-853.000	Twp. Hall		28.20
101-691-853.000	Parks		28.20
592-291-853.000	DPW		176.23
BUONO, DUANE		Invoice Amount:	\$3,445.75
NOV 2018 HVAC PAY		Check Date:	12/05/2018
101-371-818.000	NOVEMBER 2018 PAY		3,445.75
COMCAST		Invoice Amount:	\$158.34
Comcast High Speed Internet - Township Park -D		Check Date:	12/05/2018
101-691-921.000	High Speed Internet - Township Park		158.34
COMCAST		Invoice Amount:	\$124.90
Comcast High Speed Internet - December 2018 -		Check Date:	12/05/2018
101-290-941.000	Comcast High Speed Internet - Dec. 2018		124.90
FIDELITY SECURITY LIFE INSURANCE CO		Invoice Amount:	\$602.04
EYEmed - Retirees - November 2018		Check Date:	12/05/2018
101-290-714.500	General Retirees		109.24
101-305-714.500	Police Dept. Retirees		130.11
101-325-714.500	Dispatch Retiree		10.81
101-336-714.500	Fire Dept. Retirees		243.90
592-172-714.500	Public Services Retiree		5.69
592-291-714.000	Public Works Retirees		70.55
101-290-714.500	BUILDING RETIREES		31.74
FIDELITY SECURITY LIFE INSURANCE CO		Invoice Amount:	\$575.36
EYEmed - Retirees -December 2018		Check Date:	12/05/2018
101-290-714.500	General Retirees		98.43
101-305-714.500	Police Dept. Retirees		130.11
101-325-714.500	Dispatch Retiree		10.81
101-336-714.500	Fire Dept. Retirees		243.90
592-172-714.500	Public Services Retiree		5.69
592-291-714.000	Public Works Retirees		70.55
101-290-714.500	BUILDING RETIREES		15.87
FIDELITY SECURITY LIFE INSURANCE CO		Invoice Amount:	\$955.76
EYEmed - Current Employees - December 2018		Check Date:	12/05/2018
101-171-714.000	Supervisor Dept.		5.69
101-201-714.000	Info Systems		15.87
101-215-714.000	Clerk Dept.		21.56
226-226-714.000	Solid Waste (Visel)		15.87
101-253-714.000	Treasurer Dept.		26.68
101-265-714.000	Township Hall (Haack)		10.81
101-305-714.000	Police Dept.		359.87
101-325-714.000	Dispatch		133.91
101-336-714.000	Fire Dept.		262.70
101-371-714.000	Building Dept.		37.49
588-588-714.000	Senior Trans (Boyce)		15.87
592-172-714.000	Public Services		27.88
592-291-714.000	Public Works Admin.		21.56
FIDELITY SECURITY LIFE INSURANCE CO		Invoice Amount:	\$928.45
EYEmed - Current Employees - November 2018		Check Date:	12/05/2018

Charter Township of Plymouth AP Invoice Listing - Board Report

VENDOR INFORMATION**INVOICE INFORMATION**

	101-171-714.000	Supervisor Dept.	(5.12)
	101-201-714.000	Info Systems	15.87
	101-215-714.000	Clerk Dept.	21.56
	226-226-714.000	Solid Waste (Visel)	15.87
	101-253-714.000	Treasurer Dept.	26.68
	101-265-714.000	Township Hall (Haack)	10.81
	101-305-714.000	Police Dept.	364.93
	101-325-714.000	Dispatch	133.91
	101-336-714.000	Fire Dept.	262.70
	101-371-714.000	Building Dept.	21.62
	588-588-714.000	Senior Trans (Boyce)	15.87
	592-172-714.000	Public Services	22.19
	592-291-714.000	Public Works Admin.	21.56
HEILEMAN, JAMES		Invoice Amount:	\$3,288.13
NOV 2018 ELEC INSP		Check Date:	12/05/2018
	101-371-818.000	NOVEMBER 2018 PAY	3,288.13
HONKE, ANITA		Invoice Amount:	\$134.00
Medicare Part B -December 2018		Check Date:	12/05/2018
	101-336-714.000	Medicare Part B December 2018	134.00
KNUPP, LINDA		Invoice Amount:	\$134.00
Medicare Part B December 2018		Check Date:	12/05/2018
	101-336-714.500	MedicarePart B - December 2018	134.00
MAAS, CARLAS		Invoice Amount:	\$174.20
Medicare Part B December 2018		Check Date:	12/05/2018
	101-336-714.000	Medicare Part B -December 2018	174.20
MUNSON, STEVE		Invoice Amount:	\$1,834.00
NOV 2018 MECH INSP PAY		Check Date:	12/05/2018
	101-371-818.000	NOVEMBER PAY	1,834.00
CHARTER TWSP OF PLYMOUTH		Invoice Amount:	\$1,461.58
Plymouth Township - Water/Sewer -December 20		Check Date:	12/05/2018
	101-171-921.000	Supervisor	38.13
	101-201-921.000	Information Services	20.40
	101-209-921.000	Assessors	10.91
	101-215-921.000	Clerk	33.13
	101-253-921.000	Treasurer	13.84
	101-265-854.000	Township Hall	52.33
	101-305-921.000	Police	109.49
	101-325-921.000	Communications/Dispatch	22.79
	101-336-921.000	Fire	437.67
	101-371-921.000	Building	24.00
	101-371-921.500	Community Development	13.45
	101-691-921.000	Park	317.69
	226-226-921.000	Solid Waste	3.16
	592-172-921.000	DPW Admin / General Expense	162.90
	510-510-737.000	Golf Course	121.69
	592-444-745.000	Power and Pumping	53.87
	588-588-921.000	Friendship Station	3.34
	101-325-921.400	Dispatch (Admin)	22.79
TNT LAWN SERVICE		Invoice Amount:	\$3,195.00
Invoice 1699 - Services Aug. & Sept. 2018		Check Date:	12/05/2018
	101-691-931.000	Lawn Services Aug & Sept. 2018	3,195.00

Charter Township of Plymouth
AP Invoice Listing - Board Report

VENDOR INFORMATION**INVOICE INFORMATION**

VERIZON WIRELESS

Verizon - Cell Phones for Park & Fire -November 2

*101-691-853.000**Park Cell phone**101-336-853.000**Cell phone - fire***Invoice Amount:****\$61.07****Check Date:****12/05/2018***40.01**21.06*

Total Amount to be Disbursed:**\$17,425.04**

Charter Township of Plymouth
 AP Invoice Listing - Board Report

P. Bond J Page: 1/1
 11/28/18

VENDOR INFORMATION

INVOICE INFORMATION

35TH DISTRICT COURT

Bond Receipt 11/20/2018

702-100-087.000 7796

Invoice Amount:

\$100.00

Check Date:

12/01/2018
 100.00

35TH DISTRICT COURT

Bond Receipt 11/19/2018

702-100-087.000 7795

Invoice Amount:

\$100.00

Check Date:

12/01/2018
 100.00

35TH DISTRICT COURT

Bond Receipt 11/21/2018

702-100-087.000 7797
 702-100-087.000 7798

Invoice Amount:

\$140.00

Check Date:

12/01/2018
 40.00
 100.00

Total Amount to be Disbursed:

\$340.00

**Charter Township of Plymouth
AP Invoice Listing - Board Report**

*Weekly
11/28/18*

VENDOR INFORMATION

INVOICE INFORMATION

ALERUS FINANCIAL Defined Contribution - PAYDATE November 23, 20 101-325-714.050 101-100-231.000 101-305-714.030	<i>Define Contribution -Dispatch (Employer)</i> <i>Employee Cont -all</i> <i>Define Contribution-Police (ER)</i>	Invoice Amount: Check Date:	\$4,920.88 11/28/2018 1,610.52 1,230.25 2,080.11
A T & T AT&T -Fiber Circuits - November 2018 - Acct. # 101-325-853.400	<i>Fiber Circuits-November 2018</i>	Invoice Amount: Check Date:	\$967.70 11/28/2018 967.70
BASIC Monthly Fee for COBRA Administration (per Perso 101-290-818.000	<i>Mthly Fee for COBRA (per person)</i>	Invoice Amount: Check Date:	\$60.00 11/28/2018 60.00
BASIC Annual Section 125 FSAA Plan Renewal Fee for 20 101-100-123.000	<i>2019 Renewal Fee</i>	Invoice Amount: Check Date:	\$395.00 11/28/2018 395.00
COMCAST Mthly Internet & Phone and activation Fees - Frie 101-265-854.000 588-588-921.000	<i>Friendship Station Internet & Phone</i> <i>Friendship Station Portion</i>	Invoice Amount: Check Date:	\$171.34 11/28/2018 161.06 10.28
COMCAST Comcast High Speed Internet -December 2018 Po 592-291-805.000	<i>Comcast High Speed Internet Port Street</i>	Invoice Amount: Check Date:	\$144.85 11/28/2018 144.85
COMCAST Monthly Cable and Internet Township Hall - Nove 101-290-941.000	<i>Township Hall Cable/Internet service</i>	Invoice Amount: Check Date:	\$164.85 11/28/2018 164.85
DTE ENERGY Hilltop Golf Course Pumphouse - October 2018 - 510-510-737.000	<i>Hilltop Golf Course Pumphouse</i>	Invoice Amount: Check Date:	\$82.79 11/28/2018 82.79
DTE ENERGY Baseball Diamonds October 2018 -- 9100-157-68 101-691-921.000	<i>Baseball Diamonds</i>	Invoice Amount: Check Date:	\$168.49 11/28/2018 168.49
DTE ENERGY Hilltop Golf Course Clubhouse and Maintenance S 510-510-737.000	<i>HTGC Clubhouse & Shed</i>	Invoice Amount: Check Date:	\$857.81 11/28/2018 857.81
GUARDIAN ALARM CO 8592782 Hilltop Golf Course Alarm Nov 18 510-510-737.000	<i>Hilltop Golf Course Alarm Nov18</i>	Invoice Amount: Check Date:	\$110.25 11/28/2018 110.25
I.A.F.F. - LOCAL 1496 IAFF -November 2018 Union Dues (individual list 101-100-232.020	<i>Nov. 2018 Union Dues</i>	Invoice Amount: Check Date:	\$1,930.00 11/28/2018 1,930.00
M E R S MERS -November 2018 Employee AND Employer (101-100-231.030 101-100-231.030 101-100-231.020 101-100-231.050	<i>COAM - Employee Contrib.</i> <i>POAM - Employee Contrib</i> <i>FIRE - Employee Contrib</i> <i>DISPATCH - Employee Contrib</i>	Invoice Amount: Check Date:	\$116,499.81 11/28/2018 4,624.13 15,673.67 12,972.33 4,775.00

Charter Township of Plymouth AP Invoice Listing - Board Report

VENDOR INFORMATION**INVOICE INFORMATION**

101-305-714.030	COAM - Employer Contrib	14,414.02
101-305-714.030	POAM - Employer Contrib	22,130.00
101-336-714.020	FIRE - Employer Contrib	36,931.00
101-325-714.050	DISPATCH - Employer Contrib	5,867.00
101-100-231.020	ADJUST - FIRE EE	(172.45)
101-100-231.050	ADJUST - DISPATCH EE	(173.33)
101-100-231.030	ADJUST - COAM EE	(118.11)
101-305-714.030	ADJUST - COAM ER	(368.16)
101-100-231.030	ADJUST-POAM EE	(55.29)

JOHN HANCOCK LIFE INSURANCE CO.**Invoice Amount: \$4,227.48**

JOHN HANCOCK EMPLOYEE CONTRIB 11-21-18 ()
101-100-231.000

Check Date: 11/28/2018
Employee Contribution (EEMBT)(EEVND) 4,227.48

JOHN HANCOCK LIFE INSURANCE CO.**Invoice Amount: \$14,968.62**

JOHN HANCOCK EMPLOYER PEN MATCH 11-21--1

Check Date: 11/28/2018

588-588-714.010	Friendship Station (Boyce)	230.63
101-171-714.010	Supervisor's Office	990.60
101-201-714.010	IT Services (Janks)	563.36
101-215-714.010	Clerk's Office	1,817.58
101-253-714.010	Treasurer's Office	954.29
101-305-714.010	Police Dept.	631.21
101-325-714.010	Dispatch (Bonadeo)	286.99
101-336-714.020	Fire Dept	3,201.26
101-336-714.010	Fire (Admin) (Jowsey)	249.75
101-371-714.010	Building Dept.	1,180.97
101-265-714.010	Township Hall (Haack)	238.39
592-172-714.010	Public Services (Cobb, Latawiec, Martin)	823.73
226-226-714.010	Solid Waste (Visel)	315.79
592-291-714.040	DPW	2,511.91
592-291-714.010	DPW (Fellrath & Hamann)	972.16

NATIONWIDE RET SOL USCM/MIDWEST**Invoice Amount: \$20,583.00**

Nationwide - Contribs. for payending 11-18-18- s
101-100-239.000

Check Date: 11/28/2018
Contributions for payending 11-18-18 20,583.00

A T & T LONG DISTANCE**Invoice Amount: \$84.73**

Long Distance Allocation October 2018

Check Date: 11/28/2018

101-201-853.000	-info services	5.79
101-209-853.000	Assessing	3.47
101-371-853.000	Building	9.64
101-336-853.000	Fire	15.22
101-171-853.000	Supervisor	9.02
101-253-853.000	Treasurer	7.69
101-215-853.000	Clerk	4.49
101-371-853.500	Community Development (Planning)	3.59
101-325-853.000	Dispatch	5.80
101-265-854.000	Township Hall	1.38
101-691-853.000	Park	1.08
592-172-853.000	DPW	2.14
101-305-853.000	Police	15.42

UNUM LIFE INSURANCE CO. OF AMERICA**Invoice Amount: \$4,997.31**

UNUM Premium Statement - November 2018

Check Date: 11/28/2018

101-171-714.000	Supervisor's Dept.	117.47
101-201-714.000	Information Systems	69.00
101-215-714.000	Clerk's Dept.	236.00
101-253-714.000	Treasurer's Dept.	116.60

**Charter Township of Plymouth
AP Invoice Listing - Board Report**

VENDOR INFORMATION

INVOICE INFORMATION

<i>101-265-714.000</i>	<i>Township Hall (Haack)</i>	<i>37.76</i>
<i>101-305-714.000</i>	<i>Police Dept.</i>	<i>1,813.66</i>
<i>101-325-714.000</i>	<i>Dispatch Dept.</i>	<i>527.87</i>
<i>101-336-714.000</i>	<i>Fire Dept.</i>	<i>1,213.72</i>
<i>101-371-714.000</i>	<i>Building Dept.</i>	<i>160.04</i>
<i>226-226-714.000</i>	<i>Solid Waste</i>	<i>46.37</i>
<i>588-588-714.000</i>	<i>Senior Trans.</i>	<i>36.90</i>
<i>592-172-714.000</i>	<i>Public Services</i>	<i>125.39</i>
<i>592-291-714.000</i>	<i>Public Works</i>	<i>496.53</i>

Total Amount to be Disbursed: \$171,334.91

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 11, 2018**

**ITEM E
PUBLIC COMMENTS AND QUESTIONS
(Limited to 3 Minutes)
DECEMBER 11, 2018**

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 11, 2018**

ITEM F.1

**2018 General Fund Budget
Amendments
Resolution #2018-12-11-87**



CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

MEETING DATE: December 11, 2018

ITEM: 2018 General Fund Budget Amendments

PRESENTER: Cindy Kushner, Finance Director

BACKGROUND: The Uniform Budgeting and Accounting Act requires that a Township Board prepare a budget amendment as soon as it is apparent that a deviation from the original budget is necessary and the amount can be determined. These amendments are reflective of activity incurred in the General Fund since the second quarter 2018 budget amendments.

ATTACHMENTS:

- 1) Budget Amendment Report
- 2) Proposed Budget Amendments

PROPOSED MOTION: I move that the Board of Trustees does hereby adopt Resolution #2018-12-11-87 2019 Charter Township of Plymouth to authorize the amendments to the 2018 General Fund Budget.

Moved By _____ Seconded By _____

ROLL CALL:

___Vorva___ Curmi, ___ Clinton, ___Heitman, ___Doroshewitz, ___Dempsey, ___Heise

**STATE OF MICHIGAN
COUNTY OF WAYNE
CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES**

**RESOLUTION # 2018-12-11-87
2018 GENERAL FUND BUDGET AMENDMENTS**

At a regular meeting of the Board of Trustees for the Charter Township of Plymouth (the "Board"), held at Township Hall, located at 9955 N. Haggerty Road, Plymouth, on December 11, 2018, the following resolution was offered:

WHEREAS, the Uniform Budgeting and Accounting Act requires that a Township Board prepare a budget amendment as soon as it is apparent that a deviation from the original budget is necessary and the amount can be determined, and,

WHEREAS, these amendments are reflective of activity incurred in the General Fund since the second quarter 2018 budget amendments.

NOW THEREFORE, BE IT RESOLVED, that the Charter Township of Plymouth, by way of this resolution #**2018-12-11-87**, hereby adopts these amendments to the 2018 General Fund Budget.

Moved by: _____ Supported by: _____

ROLL CALL VOTE:

____ CC, ____ JD, ____ JV, ____ MC, ____ RD, ____ GH, ____ KH

Certification

STATE OF MICHIGAN)
)
COUNTY OF WAYNE)

I hereby certify that the foregoing is a true and complete copy of the resolution adopted by the Board of Trustees at the regular Board Meeting dated December 11, 2018.

Jerry Vorva, Clerk
Charter Township of Plymouth

Date

Resolution # 2018-12-11-87

PLYMOUTH TOWNSHIP
GENERAL FUND
BUDGET AMENDMENT REPORT
3RD QUARTER 2018

Exhibit A

	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	2018 PROJECTED ACTIVITY	BUDGET AMENDMENT
ESTIMATED REVENUE				
RECURRING REVENUE				
PROPERTY TAX REVENUE	6,945,000	6,945,000	6,945,000	-
STATE SHARED REVENUE	2,302,363	2,302,363	2,302,363	-
CABLE TV FRANCHISE FEES	765,000	765,000	765,000	-
INTERGOVERNMENT SERVICES	774,100	774,100	774,100	-
LOCAL COMMUNITY STABILIZATION ACT	298,750	450,750	450,750	-
INTEREST INCOME	50,000	25,000	25,000	-
HEALTHCARE REIM-CITY OF PLYMOUTH	75,000	75,000	75,000	-
911 LOCAL AND STATEWIDE	140,000	140,000	140,000	-
MISCELLANEOUS REVENUE	112,000	340,000	347,600	7,600
RECURRING REVENUE	11,462,213	11,817,213	11,824,813	7,600
FEES FOR SERVICE				
PROPERTY TAX ADMINISTRATION FEE	650,000	600,000	625,000	25,000
DOG LICENSE	4,500	4,500	3,500	(1,000)
PARK FEES	40,000	40,000	51,000	11,000
BUILDING DEPT PERMITS & PLANNING FEES	1,352,250	1,352,250	1,247,600	(104,650)
INTER-GOVT DISPATCH	342,000	342,000	342,000	-
FIRE TRANSPORTS - TWSP	100,000	100,000	100,000	-
MISCELLANEOUS FEES	96,000	26,000	49,870	23,870
FEES FOR SERVICE	2,584,750	2,464,750	2,418,970	(45,780)
NON-RECURRING REVENUE				
Misc Grants	-	7,500	19,555	12,055
INTER-GOVT FIRE SERVICES	-	-	1,100,000	1,100,000
SALE OF FIXED ASSETS	-	-	401,525	401,525
REIMBURSEMENT 5 MILE LEGAL FEES	485,000	485,000	-	(485,000)
STATE GRANTS-PUBLIC SAFETY	-	-	100,000	100,000
STATE GRANTS-PUBLIC SAFETY	-	-	200,000	200,000
WAYNE COUNTY PARKS DISTRIBUTION	162,000	162,000	112,000	(50,000)
BLOCK GRANT	21,215	83,015	83,015	-
NON-RECURRING REVENUE	668,215	737,515	2,016,095	1,278,580
TOTAL ESTIMATED REVENUE	14,715,178	15,019,478	16,259,878	1,240,400

PLYMOUTH TOWNSHIP
GENERAL FUND
BUDGET AMENDMENT REPORT
3RD QUARTER 2018

Exhibit A

	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	2018 PROJECTED ACTIVITY	BUDGET AMENDMENT
APPROPRIATIONS				
Dept 101 - TOWNSHIP BOARD	51,682	52,806	53,061	255
Dept 171 - SUPERVISOR	363,187	415,757	426,810	11,053
Dept 201 - INFORMATION SERVICES	239,500	239,500	185,489	(54,011)
Dept 209 - ASSESSORS	267,200	290,200	305,160	14,960
Dept 215 - CLERK	636,186	637,184	583,605	(53,579)
Dept 220 - CIVIL SERVICE	2,077	2,077	2,077	0
Dept 247 - BOARD OF REVIEW	4,250	4,250	4,250	0
Dept 253 - TREASURER	333,280	329,393	333,194	3,801
Dept 262 - ELECTIONS	127,245	127,245	144,580	17,335
Dept 265 - TOWNSHIP HALL AND GROUNDS	154,719	159,119	176,308	17,189
Dept 290 - GENERAL OPERATING	1,275,098	1,278,763	1,267,805	(10,958)
Dept 305 - LAW ENFORCEMENT	4,203,456	4,180,198	3,964,102	(216,096)
Dept 315 - EMERGENCY PREPAREDNESS	18,000	18,000	17,000	(1,000)
Dept 325 - COMMUNICATIONS	1,477,200	1,477,200	1,303,816	(173,384)
Dept 336 - FIRE	3,832,639	3,888,270	4,938,087	1,049,817
Dept 371 - BUILDING	704,963	718,794	716,392	(2,402)
Dept 442 - INTERGOVERNMENTAL	70,000	70,000	70,000	0
Dept 446 - TRAFFIC AND SAFETY	58,000	68,000	68,680	680
Dept 528 - WATER/REFUSE COLL & DISP	0	0	0	0
Dept 691 - PARK	353,991	392,746	439,144	46,398
Dept 801 - PLANNING COMMISSION	13,945	13,945	14,250	305
Dept 815 - BOARD OF APPEALS	3,445	3,445	4,525	1,080
Dept 851 - BLOCK GRANT	7,566	69,366	69,000	(366)
Dept 954 - INSURANCE	150,000	352,700	352,700	0
Dept 955 - COMMUNITY SERVICE	56,000	58,500	58,500	0
TOTAL APPROPRIATIONS	14,403,629	14,847,458	15,498,535	651,077
NET REVENUE OVER EXPENDITURES	311,549	172,020	761,342	589,322
FUND BALANCE 12/31/2017			4,054,923	
PROJECTED FUND BALANCE 12/31/2018			4,816,265	

Plymouth Township
Proposed Budget Amendments
3rd Quarter 2018

GL NUMBER	DESCRIPTION	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	2018 PROJECTED ACTIVITY	BUDGET AMENDMENT	COMMENTS
REVENUES						
101-290-668.010	INTER-GOVT FIRE SERVICES	0.00	0.00	1,100,000.00	1,100,000.00	COP Fire Settlement
101-290-697.000	SALE OF FIXED ASSETS	0.00	0.00	401,525.00	401,525.00	Sale of Cell Tower
101-290-697.500	REIMBURSE 5 MILE LEGAL FEES	485,000.00	485,000.00	0.00	(485,000.00)	Close in 2019 vs 2018
101-325-543.000	STATE GRANTS-PUBLIC SAFETY	0.00	0.00	100,000.00	100,000.00	1/2 State of Mi. Grant-Viper
101-336-543.000	STATE GRANTS-PUBLIC SAFETY	0.00	0.00	200,000.00	200,000.00	1/2 State Of Mi. Grant-Fire Truck
APPROPRIATIONS						
Dept 101 - TOWNSHIP BOARD						
101-101-861.000	EXPENSE ALLOWANCE	0.00	0.00	155.00	155.00	Chamber fee not budgeted
101-101-885.000	COMMUNITY SERVICE	1,000.00	2,124.00	2,224.00	100.00	Senior Alliance Increase
Dept 171 - SUPERVISOR						
101-171-705.000	SUPERVISORY	97,126.00	92,626.00	101,390.00	8,764.00	Pay out underestimated
101-171-818.200	CONTRATUAL SERVICE-HR	0.00	49,000.00	52,300.00	3,300.00	Updated fee structure for EctoHR
Dept 209 - ASSESSORS						
101-209-730.000	POSTAGE-GENERAL	0.00	0.00	5,700.00	5,700.00	Postage originally budgeted in Dept 290
101-209-826.000	LEGAL	10,000.00	10,000.00	18,000.00	8,000.00	Old Kmart site legal work
101-209-941.000	COMPUTER SERVICES	0.00	0.00	1,260.00	1,260.00	BSA " Access My Govt" not budgeted
Dept 253 - TREASURER						
101-253-730.000	POSTAGE-GENERAL	0.00	0.00	11,000.00	11,000.00	Postage for tax bills originally in Dept 290
101-253-818.000	CONTRACTUAL SERVICES	0.00	5,400.00	7,800.00	2,400.00	BSA charge reversed from prepaid
Dept 262 - ELECTIONS						
101-262-708.000	PART TIME	13,000.00	13,000.00	48,860.00	35,860.00	Under budgeted
101-262-710.000	SALARY ELECTION WORKERS	40,000.00	40,000.00	43,000.00	3,000.00	Longer hours
101-262-727.000	OFFICE SUPPLIES	10,000.00	10,000.00	14,000.00	4,000.00	Needed more than anticipated
101-262-730.000	POSTAGE-GENERAL	2,500.00	2,500.00	6,000.00	3,500.00	Needed more than anticipated

Plymouth Township
Proposed Budget Amendments
3rd Quarter 2018

GL NUMBER	DESCRIPTION	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	2018 PROJECTED ACTIVITY	BUDGET AMENDMENT	COMMENTS
Dept 265 - TOWNSHIP HALL AND GROUNDS						
101-265-706.000	NON-SUPERVISORY	50,000.00	50,000.00	53,000.00	3,000.00	Overtime
101-265-776.000	MAINT- BLDG & GROUNDS	60,000.00	60,000.00	67,000.00	7,000.00	Twsp landscaping enhancements
101-265-714.010	PENSION NON-REP	6,017.00	6,017.00	7,900.00	1,883.00	Under budgeted
101-265-854.000	UTILITIES-SENIOR CENTER	5,600.00	5,600.00	7,500.00	1,900.00	Under budgeted
101-265-858.000	MAINTENANCE-SENIOR CENTER	5,000.00	5,000.00	9,200.00	4,200.00	Under budgeted
Dept 336 - FIRE						
101-336-714.020	PENSION FIREFIGHTERS	534,025.00	534,025.00	1,627,635.00	1,093,610.00	\$1,100,000 Pension Contrib -COP Settlement
Dept 446 - TRAFFIC AND SAFETY						
101-446-818.000	CONTRACTUAL SERVICES	0.00	10,000.00	10,680.00	680.00	Under budgeted
Dept 691 - PARK						
101-691-921.000	UTILITIES	35,000.00	35,000.00	52,000.00	17,000.00	Sprayscape Water
101-691-931.000	BUILDING/GROUND MNT	25,000.00	25,000.00	30,000.00	5,000.00	Under budgeted
101-691-978.000	EQUIPMENT PURCHASE	110,000.00	134,800.00	160,000.00	25,200.00	Ballfield lights under budgeted
Dept 801 - PLANNING COMMISSION						
101-801-861.000	EXPENSE ALLOWANCE	0.00	0.00	650.00	650.00	Dues not in original budget
Dept 815 - BOARD OF APPEALS						
101-815-704.000	SALARY-BOARD	3,200.00	3,200.00	4,200.00	1,080.00	Under budgeted

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 11, 2018**

ITEM F.2

**2018 Special Revenue Fund
Amendments – Federal Drug
Forfeiture Fund Budget
Resolution #2018-12-11-88**



CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

MEETING DATE: December 11, 2018

ITEM: 2018 Special Revenue Fund Amendments - Federal Drug Forfeiture Fund Budget

PRESENTER: Cindy Kushner, Finance Director, Police Chief Tom Tiderington

BACKGROUND: The Uniform Budgeting and Accounting Act requires that a Township Board prepare a budget amendment as soon as it is apparent that a deviation from the original budget is necessary and the amount can be determined. These amendments are reflective of activity incurred in the Federal Drug Forfeiture Fund since the second quarter 2018 budget amendments.

ATTACHMENTS: Budget Amendment Report

PROPOSED MOTION: I move that the Board of Trustees does hereby adopt Resolution #2018-12-11-88, to authorize the amendments to the 2018 Federal Drug Forfeiture Fund Budget.

Moved By _____ Seconded By _____

ROLL CALL:

___Vorva___ Curmi,___ Clinton, ___Heitman, ___Doroshewitz, ___Dempsey, ___Heise

**STATE OF MICHIGAN
COUNTY OF WAYNE
CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES**

**RESOLUTION # 2018-12-11-88
2018 SPECIAL REVENUE FUND AMENDMENTS
FEDERAL DRUG FORFEITURE FUND BUDGET**

At a regular meeting of the Board of Trustees for the Charter Township of Plymouth (the "Board"), held at Township Hall, located at 9955 N. Haggerty Road, Plymouth, on December 11, 2018, the following resolution was offered:

WHEREAS, the Uniform Budgeting and Accounting Act requires that a Township Board prepare a budget amendment as soon as it is apparent that a deviation from the original budget is necessary and the amount can be determined, and,

WHEREAS, these amendments are reflective of activity incurred in the Federal Drug Forfeiture Fund since the second quarter 2018 budget amendments.

NOW THEREFORE, BE IT RESOLVED, that the Charter Township of Plymouth, by way of this resolution #2018-12-11-88, hereby adopts these amendments to the 2018 Federal Drug Forfeiture Fund Budget.

Moved by: _____ Supported by: _____

ROLL CALL VOTE:

____ CC, ____ JD, ____ JV, ____ MC, ____ RD, ____ GH, ____ KH

Certification

STATE OF MICHIGAN)
)
COUNTY OF WAYNE)

I hereby certify that the foregoing is a true and complete copy of the resolution adopted by the Board of Trustees at the regular Board Meeting dated December 11, 2018.

Jerry Vorva, Clerk
Charter Township of Plymouth

Date

Resolution # 2018-12-11-88

Plymouth Township
Federal Drug Forfeiture Fund
Budget Amendment Report
3 rd Quarter 2018

GL NUMBER	DESCRIPTION	2018 ORIGINAL BUDGET	2018 AMENDED BUDGET	2018 PROJECTED ACTIVITY	BUDGET AMENDMENT
ESTIMATED REVENUES					
Dept 300 - DRUG LAW ENFORCEMENT					
265-300-657.010	FORFEITURE REVENUE - FEDERAL	298,257.00	298,257.00	187,990.40	(110,266.60)
265-300-664.000	INTEREST INCOME	0.00	0.00	3,045.40	3,045.40
265-300-697.000	SALE OF FIXED ASSETS	0.00	0.00	17,175.00	17,175.00
265-300-978.010	EQUIPMENT PURCHASE REIMBURSEMENT	0.00	0.00	12,341.25	12,341.25
Totals for dept 300 - DRUG LAW ENFORCEMENT		298,257.00	298,257.00	220,552.05	(77,704.95)
TOTAL ESTIMATED REVENUES		298,257.00	298,257.00	220,552.05	(77,704.95)
APPROPRIATIONS					
Dept 300 - DRUG LAW ENFORCEMENT					
265-300-960.000	EDUCATION/TRAINING	0.00	0.00	5,550.00	5,550.00 Ammunition not in original budget
265-300-962.000	CANINE EXPENSES	0.00	0.00	(1,233.00)	(1,233.00)
265-300-978.000	EQUIPMENT PURCHASE	226,268.00	226,268.00	240,510.12	14,242.12 Security camera project more than estimated.
Totals for dept 300 - DRUG LAW ENFORCEMENT		226,268.00	226,268.00	244,827.12	18,559.12
TOTAL APPROPRIATIONS		226,268.00	226,268.00	244,827.12	18,559.12
NET OF REVENUES/APPROPRIATIONS - FUND 265		71,989.00	71,989.00	(24,275.07)	(96,264.07)
BEGINNING FUND BALANCE		325,788.47	325,788.47	325,788.47	
ENDING FUND BALANCE		397,777.47	397,777.47	301,513.40	

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 11, 2018**

ITEM F.3

Public Hearing on 2019 Budget



**CHARTER TOWNSHIP OF PLYMOUTH
REQUEST FOR BOARD ACTION**

MEETING DATE: December 11, 2018

ITEM: Hold Public Hearing for 2019 Budget

PRESENTER: Clerk Jerry Vorva

BACKGROUND: Pursuant to MCL 42.26, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on November 29, 2018. The notice was published in accordance with the law which requires notice to be published at least seven days prior to the public hearing.

ACTION REQUESTED: Hold Public Hearing

PROPOSED MOTION: N/A

Public Hearing opened at _____ Motion by _____

Seconded By _____

Public Hearing closed at _____ Motion by _____

Seconded by _____

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 11, 2018**

ITEM F.4

**2019 Charter Township of Plymouth
General Appropriations Act and 2019
Budget Adoption**

Resolution #2018-12-11-89



**CHARTER TOWNSHIP OF PLYMOUTH
REQUEST FOR BOARD ACTION**

MEETING DATE: December 11, 2018

ITEM: Approval of 2019 General Fund Budget

PRESENTERS: Supervisor Kurt Heise, Finance Director Cindy Kushner

BACKGROUND: I am requesting that the Board approve the attached 2019 General Fund Budget pursuant to the attached Resolution which is required by State Law. Finance Director Kushner will be on hand to answer any questions you may have.

PROPOSED MOTION: I move that the Board of Trustees does hereby adopt Resolution #2018-12-11-89 , 2019 Charter Township of Plymouth General Appropriations Act and the 2019 Budget as outlined and attached in accordance with the terms and conditions contained therein.

Moved By _____ Seconded By _____

ROLL CALL:

___Vorva___ Curmi,___ Clinton, ___Heitman, ___Doroshewitz, ___Dempsey, ___Heise

CHARTER TOWNSHIP OF PLYMOUTH
2019 GENERAL APPROPRIATIONS ACT
RESOLUTION #2018-12-11-89

SECTION #1 – TITLE:

WHEREAS, this resolution shall be known as the Charter Township of Plymouth General Appropriations Act, and

SECTION #2 – CHIEF ADMINISTRATIVE OFFICER

WHEREAS, the Supervisor shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this act, and

SECTION #3 – FISCAL OFFICER:

WHEREAS, the Clerk shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act, and

SECTION #4 – PUBLIC HEARING ON THE BUDGET:

WHEREAS, pursuant to MCL 42.26, notice of a public hearing on the proposed budget was published in a newspaper of general circulation on November 29, 2018, in accordance with the law which requires notice to be published at least seven days prior to the public hearing, and

WHEREAS, a public hearing on the proposed budget was held on December 11, 2018, and

SECTION #5 – ESTIMATED REVENUES:

WHEREAS, estimated township general fund revenues for fiscal year 2019, including an allocated millage of 0.8154 mills; voter-authorized millage of 4.3857 mills, and various miscellaneous revenues shall total **\$17,952,432**, and

SECTION #6 – MILLAGE LEVY:

WHEREAS, The Charter Township of Plymouth Board of Trustees shall cause to be levied and collected the general property tax on all real and personal property within the Township upon the current tax roll an amount equal to **5.2011** mills as authorized under state law and approved by the electorate, and

SECTION #7 – ESTIMATED EXPENDITURES:

WHEREAS, estimated township general fund expenditures for fiscal year 2019 for the various township activities are as follows:

GENERAL FUND:

DEPARTMENT	AMOUNT
Township Board	\$53,064
Supervisor	329,655
Information Services	257,725
Assessors	302,630
Clerk	662,885
Civil Service	2,077
Board of Review	4,600
Treasurer	332,576
Elections	63,288
Township Hall & Grounds	189,260
General Operating	2,602,890
Law Enforcement	4,268,607
Emergency Preparedness	17,000
Communications	1,740,010
Fire	5,097,815
Building	651,742
Intergovernmental	77,441
Traffic & Safety	365,000
Park	305,681
Planning Commission	16,750
Board of Appeals	4,525
Block Grant	80,587
Insurance	350,000
Community Service	43,100
Total Expenditures:	\$17,818,906
Net Revenues (Expenditures):	\$133,526

and,

SPECIAL REVENUE FUNDS:

	FEDERAL DRUG FORFEITURE	STATE DRUG FORFEITURE	IRS DRUG FORFEITURE
REVENUE			
Forfeitures & Grants	\$0	\$0	\$0
EXPENDITURES:			
Capital Expenditures	64,871	0	0
Net Revenues (Expenditures)	\$(64,871)	\$0	\$0

SECTION #8 – ADOPTION OF BUDGET BY REFERENCE:

WHEREAS, the general fund budget of the Charter Township of Plymouth is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 7 of this Act, and,

SECTION #9 – ADOPTION OF BUDGET BY APPROPRIATION:

WHEREAS, Township officials responsible for the expenditures authorized in the budget may expend township funds up to, but not to exceed, the total appropriations authorized and may approve budget amendments as needed, and

SECTION #10 – APPROPRIATION NOT A MANDATE TO SPEND:

WHEREAS, appropriations will be deemed maximum authorizations to incur expenditures. The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any town order for expenditures that exceed appropriations, and

SECTION #11 – PERIODIC FISCAL REPORTS:

WHEREAS, it will be necessary for the Board to receive regular updates on the financial position of each department relative to their expenditures and revenue, the fiscal officer shall submit to the Board of the Charter Township of Plymouth at the end of each of the first three quarters, and at the end of each month, occurring during the fourth quarter, a report of financial operations, including, but not limited to:

- a. a summary statement of the actual financial condition of the general fund at the end of the previous quarter (month);

b. a summary statement showing the receipts and expenditures and encumbrances for the previous quarter (month) and for the current fiscal year to the end of the previous quarter (month);

c. a detailed list of:

1.) expected revenues by major source as estimated in the budget; actual receipts to date for the current fiscal year compared with actual receipts for the same period in the prior fiscal year; the balance of estimated revenues to be collected in the then current fiscal year; and any revisions in revenue estimates resulting from collection experience to date.

2.) for each department; the amount appropriated; the amount charged to each appropriation in the previous quarter (month) for the current fiscal year and as compared with the same period in the prior fiscal year; the unencumbered balance of appropriations; and any revisions in the estimate of expenditures.

SECTION #12 – LIMIT ON OBLIGATIONS AND PAYMENTS:

WHEREAS, no obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation, and

SECTION #13 – BUDGET MONITORING:

WHEREAS, it is the responsibility of the Chief Administrative Officer and the Township Board to serve as solid fiduciaries of the monies of the Charter Township of Plymouth, whenever it appears to the Chief Administrative Officer or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief Administrative Officer shall present to the Township Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both, and

SECTION #14 – VIOLATIONS OF THIS ACT:

WHEREAS, any obligation incurred or payment authorized in violation of this resolution shall be void and shall subject any responsible official or employee(s) to disciplinary action as outlined in Public Act 621 of 1978 and the Charter Township of Plymouth Policies and Procedures, and

SECTION #15 – BOARD ADOPTION:

NOW THEREFORE BE IT RESOLVED, THAT THE Charter Township of Plymouth Board of Trustees does hereby adopt Resolution #2018–12–11–89 2019 Charter Township of Plymouth General Appropriations Act and the 2019 Budget as outlined and attached in accordance with the terms and conditions contained herein.

Motion By: _____ **Second:** _____

ROLL CALL VOTE:

Trustee Curmi _____, Trustee Heltman _____, Treasurer Clinton _____,

Trustee Dempsey _____ Clerk Vorva _____, Supervisor Heise _____,

Trustee Doroshewitz _____

I, Jerry Vorva, Clerk of the Charter Township of Plymouth, do hereby certify that the above is a true and complete copy of a resolution offered to and approved by the Board of Trustees of the Charter Township of Plymouth on Tuesday, December 11, 2018

Jerry Vorva, Township Clerk

Date

Charter Township of Plymouth
General Fund
2019 Recommended Budget

	2016 ACTIVITY	2017 ACTIVITY	2018 ORIGINAL BUDGET	2018 PROJECTED ACTIVITY	2019 RECOMMENDED BUDGET
ESTIMATED REVENUES					
RECURRING REVENUE					
PROPERTY TAXES	6,990,871	6,925,641	6,945,000	6,945,000	9,190,000
STATE REVENUE SHARING	2,194,640	2,360,741	2,302,363	2,302,363	2,426,697
CABLE TV FRANCHISE FEES	758,800	757,495	765,000	765,000	765,000
INTERGOVT SERVICES	785,498	723,053	774,100	774,100	766,851
LOCAL COMMUNITY STABILIZATION	21,833	454,479	298,750	450,750	450,000
INTEREST INCOME	50,672	114,714	50,000	25,000	25,000
HEALTHCARE REIMBURSE -CITY OF PLY	757,710	125,721	75,000	75,000	75,000
911 LOCAL AND STATEWIDE	134,091	153,513	140,000	140,000	140,000
MISCELLANEOUS	480,431	332,481	112,000	347,600	228,056
TOTAL RECURRING REVENUE	12,174,546	11,947,836	11,462,213	11,824,813	14,066,604
FEES FOR SERVICE					
PROPERTY TAX ADMINISTRATION FEE	0	0	650,000	625,000	630,000
DOG LICENSE	3,993	5,110	4,500	3,500	4,500
PARK FEES	39,225	44,160	40,000	51,000	55,000
BUILDING DEPT PERMITS & PLANNING FEES	1,209,944	1,261,128	1,352,250	1,247,600	1,310,000
INTER-GOVT DISPATCH	672,558	398,843	342,000	342,000	342,000
FIRE TRANSPORTS - TWSP	89,226	65,148	100,000	100,000	120,000
MISCELLANEOUS FEES	155,794	135,999	96,000	49,870	41,800
TOTAL FEES FOR SERVICE	2,170,739	1,910,389	2,584,750	2,418,970	2,503,300
NON-RECURRING REVENUE					
INTER-GOVT FIRE SERVICES	0	0	0	1,100,000	0
SALE OF FIXED ASSETS	0	28,760	0	401,525	0
REIMBURSEMENT 5 MILE LEGAL FEES	0	0	485,000	0	485,000
STATE GRANTS-PUBLIC SAFETY-DISPATCH	0	0	0	100,000	100,000
STATE GRANTS-PUBLIC SAFETY-FIRE	0	0	0	200,000	200,000
FEDERAL GRANTS-PUBLIC SAFETY-FIRE	0	0	0	0	181,956
WAYNE COUNTY PARKS DISTRIBUTION	0	0	162,000	112,000	68,500
WAYNE COUNTY ROAD INITIATIVE	0	506,018	0	0	245,000
BLOCK GRANT	21,935	187,183	21,215	83,015	91,072
MISCELLANEOUS GRANTS	10,185	204,065	0	19,555	11,000
FORESTRY GRANT	17,000	0	0	0	0
TOTAL NON-RECURRING REVENUE	49,120	926,026	668,215	2,016,095	1,382,528
TOTAL ESTIMATED REVENUE	14,394,405	14,784,250	14,715,178	16,259,878	17,952,432

Charter Township of Plymouth
General Fund
2019 Recommended Budget

	2016 ACTIVITY	2017 ACTIVITY	2018 ORIGINAL BUDGET	2018 PROJECTED ACTIVITY	2019 RECOMMENDED BUDGET
APPROPRIATIONS					
TOWNSHIP BOARD	68,630	53,795	51,682	53,061	53,064
SUPERVISOR	378,755	360,400	363,187	426,810	329,655
INFORMATION SERVICES	311,494	232,076	239,500	185,489	257,725
ASSESSORS	289,918	274,583	267,200	305,160	302,630
CLERK	509,497	571,644	636,186	583,605	662,885
CIVIL SERVICE	0	3,101	2,077	2,077	2,077
BOARD OF REVIEW	8,464	4,288	4,250	4,250	4,600
TREASURER	334,198	371,227	333,280	333,194	332,576
ELECTIONS	109,869	36,219	127,245	144,580	63,288
TOWNSHIP HALL AND GROUNDS	322,130	170,365	154,719	176,308	189,260
GENERAL OPERATING	1,428,461	896,255	1,275,098	2,367,805	2,602,890
LAW ENFORCEMENT	4,247,861	4,127,478	4,203,456	3,964,102	4,268,607
EMERGENCY PREPAREDNESS	18,217	14,764	18,000	17,000	17,000
COMMUNICATIONS	1,169,998	1,207,369	1,477,200	1,303,816	1,740,010
FIRE	3,328,151	3,793,720	3,832,639	3,838,087	5,097,815
BUILDING	478,277	519,422	704,963	715,461	651,742
COMMUNITY DEVELOPMENT	129,517	207,324	0	931	0
INTERGOVERNMENTAL	79,523	62,630	70,000	70,000	77,441
TRAFFIC AND SAFETY	245,450	821,880	58,000	68,680	365,000
PARK	544,265	344,869	353,991	439,144	305,681
PLANNING COMMISSION	84,212	27,563	13,945	14,250	16,750
BOARD OF APPEALS	3,450	4,198	3,445	4,525	4,525
BLOCK GRANT	91,252	132,843	7,566	69,000	80,587
INSURANCE	353,417	343,526	150,000	352,700	350,000
COMMUNITY SERVICE	75,488	58,550	56,000	58,500	43,100
TOTAL APPROPRIATIONS	14,610,493	14,640,092	14,403,629	15,498,535	17,818,906
NET OF REVENUES/APPROPRIATIONS	(216,087)	144,158	311,549	761,343	133,526
BEGINNING FUND BALANCE	4,157,053	3,910,763	4,054,921	4,054,921	4,816,264
FUND BALANCE ADJUSTMENTS	(30,204)	0	0	0	0
ENDING FUND BALANCE	3,910,763	4,054,921	4,366,470	4,816,264	4,949,789
LESS: FUND BALANCE RESTRICTIONS					
RESTRICTED: WAYNE COUITY PARKS					(68,500)
RESTRICTED: BUILDING DEPT FEES				(500,262)	(500,262)
RESTRICTED: MEDC FIRE & DISPATCH GRANTS (1/2)				(300,000)	-
NON-SPENDABLE GOLF COURSE LOAN				(680,000)	(680,000)
NON-SPENDABLE SAD LOAN				(72,012)	(72,012)
NON-SPENDABLE DUE TO PREPAIDS				(125,545)	(125,545)
UNASSIGNED: AVAILABLE TO SPEND				3,138,445	3,503,470

Plymouth Township
Special Revenue Fund
2019 Recommended Budget

	2016 ACTIVITY	2017 ACTIVITY	2018 AMENDED BUDGET	2018 PROJECTED ACTIVITY	2019 RECOMMENDED BUDGET
FUND 265-FEDERAL DRUG FORFEITURE					
ESTIMATED REVENUES					
OPERATING TRANSFER IN	83,397.67	0.00	0.00	0.00	0.00
FORFEITURE REVENUE - FEDERAL	0.00	224,947.37	298,257.00	187,990.40	0.00
INTEREST INCOME	2,186.96	1,453.58	0.00	3,045.40	0.00
SALE OF FIXED ASSETS	0.00	13,685.00	0.00	17,175.00	0.00
EQUIPMENT PURCHASE REIMBURSEMENT	0.00	100.00	0.00	12,341.25	0.00
TOTAL ESTIMATED REVENUES	85,584.63	240,185.95	298,257.00	220,552.05	0.00
APPROPRIATIONS					
Dept 300 - DRUG LAW ENFORCEMENT					
LAW ENFORCEMENT	(0.87)	0.00	0.00	4,317.00	0.00
EQUIPMENT PURCHASE	0.00	0.00	226,268.00	240,510.12	64,871.00
TOTAL APPROPRIATIONS	(0.87)	0.00	226,268.00	244,827.12	64,871.00
NET OF REVENUES/APPROPRIATIONS - FUND 265	85,585.50	240,185.95	71,989.00	(24,275.07)	(64,871.00)
BEGINNING FUND BALANCE	17.02	85,602.52	325,788.47	325,788.47	301,513.40
ENDING FUND BALANCE	85,602.52	325,788.47	397,777.47	301,513.40	236,642.40

Plymouth Township
Equipment and Major Repairs and Maintenance
2019 Budget

Exhibit C

Department	Account	Description	Amount Requested	Denied	Total
Info Services	101-201-978.000	Microsoft Licensing Server Upgrade Project	20,261.00		20,261.00
		Office 365 (90 @ \$203.82/yr)	18,343.80	-	18,343.80
		Office 365 (24 @ \$203.82/yr) - Police	4,891.68		4,891.68
		Office 365 (20 @ \$71.32/yr) - Email Only	1,426.40		1,426.40
		Office 365 Implementation Assistance	12,500.00	-	12,500.00
		MGE UPS Back-up - Building Wide. EOL 12/31/19	72,300.00	(72,300.00)	
		IP Phones for Building & Remote Locations	72,000.00	(72,000.00)	
		Add 'l IP Phone Costs - Network Support & SQL Software	5,000.00	(5,000.00)	
		Cloud Based Back-up Solution & Recovery Options	15,000.00		15,000.00
			221,722.88	(149,300.00)	72,422.88
Clerk	101-215-978.000	2 New Printers for Alice & Election Clerk	1,300.00		1,300.00
		Copier	10,000.00		10,000.00
		QVF Quality Printer	5,000.00		5,000.00
		Laser Fiche Scanner	4,850.00		4,850.00
			21,150.00		21,150.00
Treasurer	101-253-978.000	Envelope slicer	2,000.00		2,000.00
			1,000.00		1,000.00
			3,000.00	-	3,000.00
Election	101-262-978.000	High Speed Tabulator	35,350.00		35,350.00
Twp Hall & Grounds	101-265-978.000	Seal Coat & Stripe Friendship Station	2,500.00		2,500.00
		New Fire Alarm in Friendship Station (No Longer Works)	11,000.00		11,000.00
	101-265-776.000	Repair Twp. Hall Concrete (clean, seal, joints)	4,500.00		4,500.00
	101-265-776.000	Seal Coat & Stripe Twp. Hall Parking Lot	7,300.00	(7,300.00)	-
			25,300.00	(7,300.00)	18,000.00
Law Enforcement	101-305-978.000	Document Management System	5,000.00		5,000.00
		Ford Expedition -(tactical vehicle)	38,500.00	(38,500.00)	
		Outfit F-150 for police use	8,000.00	(8,000.00)	
		10 In Car Printer @ 555.72	5,557.20		5,557.20
		Mobile Field Force Equipment	1,000.00		1,000.00
			58,057.20	(46,500.00)	11,557.20

Plymouth Township
Equipment and Major Repairs and Maintenance
2019 Budget

Exhibit C

Department	Account	Description	Amount Requested	Denied	Total
Communications	101-325-978.000	Dispatch Equipment - 3 Positions	50,000.00		50,000.00
		VIPER Costs above Grant	37,500.00		37,500.00
		VIPER Covered by SOM Grant (Noble)	200,000.00		200,000.00
		PFN Fiber Network for VIPER	15,300.00		15,300.00
		Third Dispatch Motorola Console	65,000.00		65,000.00
		EMD System for Dispatch	33,804.00	(33,804.00)	
			401,604.00	(33,804.00)	367,800.00
Fire	101-336-978.000	2018 Pierce Firetruck	663,000.00		663,000.00
		New Ambulance	220,000.00		220,000.00
		Life pack 15 Monitor for New Ambulance	38,000.00		38,000.00
		Life pack Modems (Old Ones Not Useable w/ New System)	3,000.00		3,000.00
		Heaters for Station #2 (Replace Old Ones)	30,000.00		30,000.00
		Replace Flooring & Drains at Station #2	30,000.00		30,000.00
		Truck for Fire Inspector	35,500.00	(35,500.00)	
			1,019,500.00	(35,500.00)	984,000.00
Building	101-371-978.000	BSA Docking Stations for Tablets	11,750.00		11,750.00
		Large Screen Monitor for Blueprint Review (Staff & Public)	1,900.00		1,900.00
		Computer Monitor	685.00		685.00
		Scanner	850.00		850.00
		Windows 10 Licenses (3 @ \$130.00)	390.00		390.00
		15,575.00		15,575.00	
	101-446-970.000	Sidewalk Gap Program	300,000.00		300,000.00
Park	101-691-978.000	Rain handler System for 4-Season Pavilion (Curmi)	4,200.00	(4,200.00)	
		Repair Gutters Maint Bldg, Office, Main Pavilion	5,000.00		5,000.00
		Mower/Snow Sweeper	30,000.00		30,000.00
		Trade-In of Old Equipment	(9,400.00)		(9,400.00)
		Repair Roof, Trim Boards & Shingle- Shelter #1	7,100.00		7,100.00
		New Roof - Main Pavilion	12,500.00		12,500.00
		Aerator for Pond (Electrical Source in Place)	2,500.00		2,500.00
		Professionally Repair Several Sections of Walking Path	3,000.00		3,000.00
		Resurface & Seal Main Driveway & Parking Lots	20,000.00	(20,000.00)	
		No Parking Signs for Select Areas of Park	2,000.00	(2,000.00)	
		Security Camera for All Seasons Pavilion	9,900.00	(9,900.00)	
Gutters & Downspouts for Maint Office included above	4,000.00	(4,000.00)			
		90,800.00	(40,100.00)	50,700.00	

Plymouth Township
Equipment and Major Repairs and Maintenance
2019 Budget

Exhibit C

Department	Account	Description	Amount Requested	Denied	Total
TOTAL EQUIPMENT & MAJOR REPAIR EXPENDITURES			2,192,059.08	(312,504.00)	1,879,555.08
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<u>Department</u>	LESS: NON-ROUTINE EXPENDITURES				
Communications		Dispatch Equipment - 3 Positions			(50,000.00)
Communications		VIPER Costs above Grant			(37,500.00)
Communications		VIPER Covered by SOM Grant (Noble)			(200,000.00)
Communications		PFN Fiber Network for VIPER			(15,300.00)
Communications		Third Dispatch Motorola Console			(65,000.00)
Fire		2018 Pierce Firetruck			(663,000.00)
Fire		New Ambulance			(220,000.00)
Fire		Life Pack 15 Monitor for New Ambulance			(38,000.00)
Fire		Heaters for Station #2 (Replace Old Ones)			(30,000.00)
Fire		Replace Flooring & Drains at Station #2			(30,000.00)
		Sidewalk Gap Program			(300,000.00)
TOTAL NON-ROUTINE EXPENDITURES					(1,648,800.00)
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TOTAL AVAILABLE FOR ROUTINE EXPENDITURES					230,755.08
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LESS: ROUTINE EXPENDITURES					
Info Systems		Server replacement, Office 365 conversion & Cloud Based backups			(72,422.88)
Clerk		Printers, scanner and copier			(21,150.00)
Treasurer		Envelope slicer			(3,000.00)
Elections		High speed tabulator			(35,350.00)
Twp Hall & Grounds		Fire alarm @ Friendship Sta, Parking lot and concrete repairs			(18,000.00)
Law Enforcement		Document Imaging System and in-car printers			(11,557.20)
Fire		Life pack modems			(3,000.00)
Building		BS&A docking stations & software and other			(15,575.00)
Park		Mower/Sweeper equipt and various repairs to roofs, gutters and walking paths			(50,700.00)
TOTAL ROUTINE EXPENDITURES					(230,755.08)
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**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 11, 2018**

ITEM F.5

**Capital Asset Capitalization Policy
Resolution #2018-12-11-90**



CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

MEETING DATE: December 11, 2018

ITEM: Capital Asset Capitalization Policy

PRESENTERS: Cindy Kushner, Finance Director

BACKGROUND:

In Section III of their letter to the Board dated July 15, 2018, Plante Moran recommends that the Township formalize its capitalization policy as related to capital assets. Currently the Township capitalizes all items over \$1,000; however, a written policy is not in place.

The term capital assets is used to describe assets that are used in operations and that have initial lives extending beyond a single reporting period. The Government Finance Officers Association (GFOA) best practice for capitalization recommends that as a practical application of the materiality principle, items with extremely short useful lives or of small monetary value be reported as expenditures in the period they are acquired. In no case should a government establish a capitalization policy threshold of less than \$5,000 for any single item.

The objective of capitalization is to ensure that financial statements are fairly presented. A capitalization threshold of \$5,000 will not materially impact the financial reporting of the Township.

RECOMMENDATION: Adopt a capitalization threshold of \$5,000.

PROPOSED MOTION: I move that the Board of Trustees does hereby adopt Resolution #2018-12-11-90, 2019, which establishes a capitalization threshold of \$5,000 for capital asset acquisitions.

Moved By _____ Seconded By _____

ROLL CALL:

___Vorva___ Curmi,___ Clinton, ___Heitman, ___Doroshewitz, ___Dempsey, ___Heise

**STATE OF MICHIGAN
COUNTY OF WAYNE
CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES**

**RESOLUTION # 2018-12-11-88--90
CAPITAL ASSET CAPITALIZATION POLICY**

At a regular meeting of the Board of Trustees for the Charter Township of Plymouth (the "Board"), held at Township Hall, located at 9955 N. Haggerty Road, Plymouth, on December 11, 2018, the following resolution was offered:

WHEREAS, in Section III of their letter to the Board dated July 15, 2018, Plymouth Township Auditor Plante Moran recommended that the Township formalize its capitalization policy as related to capital assets, and,

WHEREAS, the Township currently capitalizes all items over \$1,000; however, a written policy is not in place, and

WHEREAS, The Government Finance Officers Association (GFOA) best practice for capitalization recommends that as a practical application of the materiality principle, items with extremely short useful lives or of small monetary value be reported as expenditures in the period they are acquired. In no case should a government establish a capitalization policy threshold of less than \$5,000 for any single item, and

WHEREAS, the objective of capitalization is to ensure that financial statements are fairly presented. A capitalization threshold of \$5,000 will not materially impact the financial reporting of the Township.

NOW THEREFORE, BE IT RESOLVED, that the Charter Township of Plymouth, by way of this resolution #2018-12-11-90, hereby adopts this Capital Asset Capitalization Policy which establishes a capitalization threshold of \$5,000 for capital asset acquisitions.

Moved by: _____ Supported by: _____

ROLL CALL VOTE:

___ CC, ___ JD, ___ JV, ___ MC, ___ RD, ___ GH, ___ KH

Certification

STATE OF MICHIGAN)
)
COUNTY OF WAYNE)

I hereby certify that the foregoing is a true and complete copy of the resolution adopted by the Board of Trustees at the regular Board Meeting dated December 11, 2018.

Jerry Vorva, Clerk
Charter Township of Plymouth

Date

Resolution # 2018-12-11-90

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 11, 2018**

**ITEM G
SUPERVISOR AND TRUSTEE
COMMENTS**

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 11, 2018**

**ITEM H
PUBLIC COMMENTS AND QUESTIONS**

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
DECEMBER 11, 2018**

**ITEM I
ADJOURNMENT**