



10405 Merrill Road
P.O. Box 157
Hamburg, MI 48139
(810) 231-1000
www.hamburg.mi.us

Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Chuck Menzies, Patricia Hughes, Nick Miller, Joanna Hardesty

BOARD OF TRUSTEES REGULAR MEETING

Tuesday, December 17, 2024 at 7:00 PM
Hamburg Township Hall Board Room

AGENDA

CALL TO ORDER

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD

CALL TO THE PUBLIC

CONSENT AGENDA

- [1.](#) 2025 Hamburg Township Committees Meeting Schedule
- [2.](#) Township Board 2024-2025 FY Meeting Dates
- [3.](#) 11-19-2024 6:30 Board of Trustees Special Meeting Minutes
- [4.](#) 12-03-2024 1:30 Township Board Work-Study Session Minutes
- [5.](#) 12-03-2024 2:15 Buhl Drive Road Improvement SAD - First Public Hearing Minutes
- [6.](#) 12-03-2024 2:30 Board of Trustees Regular Meeting Minutes
- [7.](#) Approved MUC Minutes - November 13, 2024
- [8.](#) DPW Monthly Report - November 2024
- [9.](#) Bills List 12.17.2024
- [10.](#) Public Safety Monthly Report November, 2024
11. Duffany Tuition Reimbursement

APPROVAL OF THE AGENDA

UNFINISHED BUSINESS

- [12.](#) 2.4(e) Board - Work Session (Administrative Policies & Procedures)

CURRENT BUSINESS

13. Eagle Scout Presentation
14. Representative Bezotte presentation
- [15.](#) Public Safety Awards Presentation
- [16.](#) Conditional Offer of Employment - Fire
- [17.](#) Purchase of Fire Portable Radios
- [18.](#) Zoning Ordinance Text Amendment (PZRA24-0004)
- [19.](#) Zoning Text Amendment to repeal Zoning Ordinance (PZTA24-0005) **Article VII, Section 36-434-438, Cottage Housing Planned Unit Development (CHPUD).**
- [20.](#) Park & Rec - Committee Appointments - Members At Large - 2 year term starting 1/1/25

CALL TO THE PUBLIC

BOARD COMMENTS

ADJOURNMENT

Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Patricia Hughes, Chuck Menzies, Nick Miller, Joanna Hardesty

Hamburg Township Committees 2025 Meeting Schedule

**Public Safety
Board Room**

1st Wednesday of each month @ 3:00 p.m.

January 8, 2025
February 5, 2025
March 5, 2025
April 2, 2025
May 7, 2025
June 4, 2025
July 2, 2025
August 6, 2025
September 3, 2025
October 1, 2025
November 5, 2025
December 3, 2025

**Municipal Utilities Committee
Board Room**

2nd Wednesday of each month @ 2:30 p.m.

January 8, 2025
February 12, 2025
March 12, 2025
April 9, 2025
May 14, 2025
June 11, 2025
July 9, 2025
August 13, 2025
September 10, 2025
October 8, 2025
November 12, 2025
December 10, 2025

**Planning Commission
Board Room**

3rd Wednesday of each month @ 7:00 p.m.

January 15, 2025
February 19, 2025
March 19, 2025
April 16, 2025
May 21, 2025
June 18, 2025
July 16, 2025
August 20, 2025
September 17, 2025
October 15, 2025
November 20, 2025
December 17, 2025

**Zoning Board of Appeals
Board Room**

2nd Wednesday of each month @ 7:00 p.m.

January 8, 2025
February 12, 2025
March 12, 2025
April 9, 2025
May 14, 2025
June 11, 2025
July 9, 2025
August 13, 2025
September 10, 2025
October 8, 2025
November 12, 2025
December 10, 2025

**Parks & Recreation
Board Room**

4th Tuesday of each month @ 3:00 p.m.

January 28, 2025
February 25, 2025
March 25, 2025
April 22, 2025
May 27, 2025
June 24, 2025
July 22, 2025
August 26, 2025
September 23, 2025
October 28, 2025
November 25, 2025
December TBD

**Senior Advisory
Senior Center
10:00 a.m.**

January 15, 2025
March 12, 2025
May 14, 2025
July 9, 2025
September 10, 2025
November 12, 2025



10405 Merrill R Item 2.
P.O. Box 157
Hamburg, MI 48139
(810) 231-1000
www.hamburg.mi.us

Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Chuck Menzies, Patricia Hughes, Joanna Hardesty, Nick Miller

HAMBURG TOWNSHIP BOARD OF TRUSTEES

Regular Meeting Dates

2024/2025 Fiscal Year

The regular meetings of the Hamburg Township Board of Trustees for the 2024/2025 fiscal year are scheduled for the following dates and times:

July 2, 2024 @ 2:30 p.m.
Aug. 8, 2024 @ 2:30 p.m. (Thurs)
September 3, 2024 @ 2:30 p.m.
October 1, 2024 @ 2:30 p.m.
Nov. 7, 2024 @ 2:30 p.m. (Thurs)
December 3, 2024 @ 2:30 p.m.
January 8, 2025 @ 2:30 p.m.
February 4, 2025 @ 2:30 p.m.
March 4, 2025 @ 2:30 p.m.
April 1, 2025 @ 2:30 p.m.
May 6, 2025 @ 2:30 p.m.
June 3, 2025 @ 2:30 p.m.

July 16, 2024 @ 7:00 p.m.
August 20, 2024 @ 7:00 p.m.
September 17, 2024 @ 7:00 p.m.
October 15, 2024 @ 7:00 p.m.
November 19, 2024 @ 7:00 p.m.
December 17, 2024 @ 7:00 p.m.
January 21, 2025 @ 7:00 p.m.
February 18, 2025 @ 7:00 p.m.
March 18, 2025 @ 7:00 p.m.
April 15, 2025 @ 7:00 p.m.
May 20, 2025 @ 7:00 p.m.
June 17, 2025 @ 7:00 p.m.

There will be a work-study session held at 2:00 pm preceding the first Board Meeting and also at 6:30 pm preceding the second Board Meeting each month, unless cancelled. Work-Study sessions are posted regular meetings and subject to the Open Meetings Act of Michigan.

All meetings are held at the Hamburg Township Hall Board Room located at 10405 Merrill Road, Hamburg, Michigan 48139.

Changes and/or additions to these dates, times and/or location will be posted at the Hamburg Township Office, located at 10405 Merrill Road, Hamburg, Michigan 48139. The

Township will provide necessary, reasonable auxiliary aids and services to individuals with disabilities upon advance written notice or by calling the Township Hall at 810-231-1000.

Michael H. Dolan, Hamburg Township Clerk
810-231-1000 Ext. 206, clerk@hamburg.mi.us



10405 Merrill Road
P.O. Box 157
Hamburg, MI 48139
(810) 231-1000
www.hamburg.mi.us

Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Chuck Menzies, Patricia Hughes, Cindy Michniewicz, Bill Hahn

BOARD OF TRUSTEES SPECIAL MEETING

**Tuesday, November 19, 2024 at 6:30 PM
Hamburg Township Hall Board Room**

MINUTES

CALL TO ORDER

The Special Meeting was called to order at 6:30 pm.

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD

PRESENT

- Chuck Menzies
- Cindy Michniewicz
- Jason Negri
- Mike Dolan
- Pat Hohl
- Patricia Hughes

ABSENT

- Bill Hahn

CALL TO THE PUBLIC

A call to the public was made.

Mike Bitondo, 2020 Darwin, expressed his support for Joanna Hardesty and Nick Miller.

APPROVAL OF THE AGENDA

Motion by Negri, Seconded by Menzies, to approve the agenda as presented.

Voting Yea: Menzies, Michniewicz, Negri, Dolan, Hohl, Hughes

CURRENT BUSINESS

- 1. Hamburg Township Board of Trustees Swearing In
Judge Hatty swears in the new Township Board, Supervisor Hohl, Clerk Dolan, Treasurer Negri, Trustees Menzies, Hughes, Miller and Hardesty, Deputy Clerk Kuzner and Deputy Treasurer Mariani.

CALL TO THE PUBLIC

A call was made with no response.

BOARD COMMENTS

None.

ADJOURNMENT

Motion by Negri, Seconded by Michniewicz, to adjourn the Special Meeting.

Voting Yea: Menzies, Michniewicz, Negri, Dolan, Hohl, Hughes

The meeting was adjourned at 6:43 pm.

Respectfully submitted,



Jennifer Daniels
Recording Secretary



Mike Dolan
Township Clerk



10405 Merrill Road
P.O. Box 157
Hamburg, MI 48139
(810) 231-1000
www.hamburg.mi.us

Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Chuck Menzies, Patricia Hughes, Nick Miller, Joanna Hardesty

TOWNSHIP BOARD WORK-STUDY SESSION

Tuesday, December 03, 2024 at 1:30 PM
Hamburg Township Hall Board Room

MINUTES

CALL TO ORDER

The work study was called to order at 1:30 pm.

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD

PRESENT

- Pat Hohl
- Mike Dolan
- Jason Negri
- Joanna Hardesty
- Patricia Hughes
- Chuck Menzies
- Nick Miller

CALL TO THE PUBLIC

A call was made no response.

CONSENT AGENDA

None.

APPROVAL OF THE AGENDA

Motion by Dolan, Seconded by Negri to approve the agenda, as presented.

Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Menzies, Miller

UNFINISHED BUSINESS

None.

CURRENT BUSINESS

1. Employee Handbook changes
Michelle Delancey spoke about possible changes to section 3.5. However, the Board agreed that no changes should be made at this time.

2. Administrative Policy & Procedure
Mike Dolan presented the language for section 2.4(e) Board Work Session changes the previous Board had discussed. Some additional wording was suggested, to be added to the regular Board meeting on December 17th for adoption.

CALL TO THE PUBLIC

A call was made with no response.

BOARD COMMENTS

None.

ADJOURNMENT

Motion by Negri, Seconded by Miller, to adjourn the meeting.

Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Menzies, Miller

The meeting was adjourned at 2:14 pm.

Respectfully submitted,



Jennifer Daniels
Recording Secretary



Mike Dolan
Township Clerk



10405 Merrill Road
P.O. Box 157
Hamburg, MI 48139
(810) 231-1000
www.hamburg.mi.us

Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Chuck Menzies, Patricia Hughes, Nick Miller, Joanna Hardesty

BUHL DRIVE ROAD IMPROVEMENT SAD – FIRST PUBLIC HEARING

Tuesday, December 03, 2024 at 2:15 PM
Hamburg Township Hall Board Room

MINUTES

CALL TO ORDER

The meeting was called to order at 2:15 pm.

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD

PRESENT

Pat Hohl
Mike Dolan
Jason Negri
Joanna Hardesty
Patricia Hughes
Chuck Menzies
Nick Miller

CALL TO THE PUBLIC

A call was made with no response.

CONSENT AGENDA

None.

APPROVAL OF THE AGENDA

Motion by Negri, Seconded by Menzies, to approve the agenda.

Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Menzies, Miller

UNFINISHED BUSINESS

None.

CURRENT BUSINESS

- 1. Buhl Drive - Proposed Road Improvement SAD 1st Public Hearing
No comments were made at the Public Hearing.

CALL TO THE PUBLIC

A call was made with no response.

BOARD COMMENTS

None.

ADJOURNMENT

Motion by Dolan, Seconded by Miller, to adjourn the meeting.

Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Menzies, Miller

The meeting was adjourned at 2:24 pm.

Respectfully submitted,



Jennifer Daniels
Recording Secretary



Mike Dolan
Township Clerk



10405 Merrill Road
P.O. Box 157
Hamburg, MI 48139
(810) 231-1000
www.hamburg.mi.us

Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Chuck Menzies, Patricia Hughes, Nick Miller, Joanna Hardesty

BOARD OF TRUSTEES REGULAR MEETING

**Tuesday, December 03, 2024 at 2:30 PM
Hamburg Township Hall Board Room**

MINUTES

CALL TO ORDER

The meeting was called to order at 2:30 pm.

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD

PRESENT

- Pat Hohl
- Mike Dolan
- Chuck Menzies
- Jason Negri
- Patricia Hughes
- Nick Miller
- Joanna Hardesty

CALL TO THE PUBLIC

A call was made with no response.

CONSENT AGENDA

Motion by Menzies, Seconded by Hardesty, to approve the consent agenda, as presented.

Voting Yea: Hohl, Dolan, Menzies, Negri, Hughes, Miller, Hardesty

1. 11-19-2024 7:00 Board of Trustees Regular Board Meeting Minutes
2. Bills List 12/03/2024 with bills added after 11.19.2024 meeting

APPROVAL OF THE AGENDA

Motion by Dolan, Seconded by Menzies, to approve the agenda, with the addition of Township Supervisor Discussion, and the tabling of item 13, Employee Handbook Changes.

Voting Yea: Hohl, Dolan, Menzies, Negri, Hughes, Hardesty, Miller

UNFINISHED BUSINESS

None.

CURRENT BUSINESS

3. Firefighter Badge Presentations
Motion by Dolan, Seconded by Menzies, to approve the promotion of Mason Allan and Rebecca Zettel to the rank of fully-trained Firefighter/EMT.
 Voting Yea: Hohl, Dolan, Menzies, Negri, Hughes, Miller, Hardesty
4. FY 23/24 Audit Presentation
 Martin Olejnik from Plante & Moran presented the 23/24 FY Audit.
Motion by Negri, Seconded by Hardesty, to receive, file and publish the audit as presented, as soon as the "draft" watermark is removed.
 Voting Yea: Hohl, Dolan, Menzies, Negri, Hughes, Hardesty, Miller
5. Conditional Offer of Employment - Fire
Motion by Negri, Seconded by Hughes, to extend a conditional offer of employment to Andrew Zeleski for the position of part-time Firefighter/EMT pending successful completion of all pre-employment requirements, including medical examination, psychological examination and drug screening.
 Voting Yea: Hohl, Dolan, Menzies, Negri, Hughes, Miller, Hardesty
6. Mutual Aid Agreement Resolution
Motion by Dolan, Seconded by Miller, to approve the resolution to enter into an interlocal agreement creating the Washtenaw Area Mutual Aid Council, known as WAMAC.
 Voting Yea: Hohl, Dolan, Menzies, Hughes, Hardesty, Miller
 Voting Nay: Negri
7. Fiber Optic Project Proposal
Motion by Miller, Seconded by Hardesty, to approve moving forward with the fiber optic project proposal for Fire Station 11 and Fire Station 12, as outlined in the attached quotes from Livingston County IT, at a cost of \$20,339.11, payable to Livingston County IT, with up to an additional \$11,000.00 for the directional boring, with the funding to come from the Fire Department Capital Improvement Fund.
 Voting Yea: Hohl, Menzies, Negri, Hughes, Hardesty, Miller
 Voting Nay: Dolan

8. Spectrum - Fiber Internet Proposal
Motion by Hardesty, Seconded by Negri, to approve the Township Board to enter into a five year contract with Spectrum for dedicated fiber internet, as proposed.
Voting Yea: Hohl, Dolan, Menzies, Negri, Hughes, Miller, Hardesty
9. Buhl Drive SAD - Resolution #2 to Establish District, Draft Assessment Roll & Schedule 2nd Public Hearing
Motion by Hohl, Seconded by Negri, to resolve the Buhl Drive SAD resolution presented in the packet.
Voting Yea: Hohl, Dolan, Negri, Hardesty, Miller, Menzies, Hughes
10. January 7, 2025 Board of Trustee Meeting - reschedule to January 9, 2025
Motion by Hohl, Seconded by Negri, to reschedule the January 7, 2025 Board of Trustees Regular Meeting to January 8, 2025 at 2:30, with packets being completed by 5:00 pm on January 7, 2025.
Voting Yea: Hohl, Dolan, Menzies, Negri, Hughes, Hardesty, Miller
11. Brighton School District Summer 2025 Tax Collection Agreement
Discussion, no action taken.
12. LESA tax collection Agreement - Summer 2025
Discussion, no action taken.
13. Employee Handbook changes
Tabled.
14. Board of Trustee Committee Assignments
Motion by Dolan, Seconded by Miller, to adopt the committee assignments as presented in the packet, with the expiration date of February 1, 2025, and that at the next Work Study Meeting on December 17, 2024, at 6:00 pm the Clerk bring forth all of the by-laws for all of the Township committees.
Voting Yea: Hohl, Dolan, Menzies, Negri, Hughes, Miller, Hardesty
15. Township Manager Position Discussion
Board will review candidates and schedule interviews at the 6:00 pm, December 17, 2024 Work Study Meeting.

CALL TO THE PUBLIC

A call was made with no response.

BOARD COMMENTS

None.

ADJOURNMENT

Motion by Menzies, Seconded by Hardesty, to adjourn the meeting.

Voting Yea: Hohl, Dolan, Menzies, Negri, Hughes, Hardesty, Miller

The meeting was adjourned at 3:55 pm.

Respectfully submitted,



Jennifer Daniels
Recording Secretary



Mike Dolan
Township Clerk

DRAFT



10405 Merrill Road ♦ P.O. Box 157
Hamburg, MI 48139
Phone: 810.231.1000 ♦ Fax: 810.231.4295
www.hamburg.mi.us

EXCERPT FROM HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE MEETING MINUTES

To the attention of: Patrick J. Hohl, Supervisor
Hamburg Township Board of Trustees

Re: **Approved Municipal Utilities Committee Minutes**

Please be apprised of this excerpt from the Unapproved Approved Minutes of the Meeting of the Hamburg Township Sewer Committee:

Date of Meeting: December 11th, 2024

Sewer Committee Members Present: Hohl, Negri

Sewer Committee Members Absent: Menzies

Text of Motion: MOTION BY HOHL, SUPPORTED BY NEGRI TO APPROVE THE MINUTES OF THE NOVEMBER 13th, 2024 MUNICIPAL UTILITIES COMMITTEE MEETING AS PRESENTED.

Ayes: Hohl, Negri Absent: Menzies Nays: None

MOTION CARRIED.

State of Michigan }
County of Livingston }
Township of Hamburg }

I, BRITTANY K. CAMPBELL, Hamburg Township Utilities Coordinator and recording secretary to the Municipal Utilities Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular/~~Special~~ Meeting of the Hamburg Township Municipal Utilities Committee.

Date: December 11th, 2024

BRITTANY K. CAMPBELL
HAMBURG TOWNSHIP UTILITIES COORDINATOR

**HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE
WEDNESDAY, NOVEMBER 13th, 2024 – 2:30 P.M.
10405 MERRILL ROAD, HAMBURG, MI 48139**

1. CALL TO ORDER

The meeting was called to order by Hohl at 2:30 p.m.

Roll Call of the Committee:

Present: Hohl, Michniewicz

Absent: Hahn

Also Present: Brittany Campbell, Tony Randazzo, Ryan Ward and Alex Phillips of D’Angelo Brothers, Inc.

2. CALL TO THE PUBLIC

Hohl opened the call to the public and seeing no response, closed the call to the public.

3. CORRESPONDENCE

There was no correspondence to be addressed at this meeting.

4. APPROVAL OF THE AGENDA

MOTION BY HOHL, SUPPORTED BY MICHNIEWICZ TO APPROVE THE AGENDA AS PRESENTED.

Ayes: Hohl, Michniewicz

Absent: Hahn

Nays: None

Motion passed.

Unfinished Business:

- A. PFAS/PFOS Discussion
- B. Manhole Inspection Program
- C. 200 Series Grinder Pump Replacements

Current Business:

- A. DPW Monthly Report – October 2024 Statistics
- B. Sewer Installation Blanket Contract Bids
- C. Mitch Harris Direct Sewer Connection Agreement – 6017 Pinemont Dr.
- D. Sewer O & M Billing Delay Request – 6295 Pinemont Dr.
- E. Telford Direct Sewer Connection Agreement – 9855 Galatian Dr.

5. APPROVAL OF THE MINUTES

MOTION BY HOHL, SUPPORTED BY MICHNIEWICZ TO APPROVE THE MINUTES OF THE OCTOBER 9th, 2024 MUNICIPAL UTILITIES COMMITTEE MEETING AS PRESENTED.

Ayes: Hohl, Michniewicz Absent: Hahn Nays: None

Motion passed.

6. UNFINISHED BUSINESS

A. PFAS/PFOS Discussion.

MOTION BY MICHNIEWICZ, SUPPORTED BY HOHL TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Hohl, Michniewicz Absent: Hahn Nays: None

Motion passed.

B. Manhole Inspection Program.

MOTION BY MICHNIEWICZ, SUPPORTED BY HOHL TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Hohl, Michniewicz Absent: Hahn Nays: None

Motion passed.

C. 200 Series Grinder Pump Replacements.

MOTION BY MICHNIEWICZ, SUPPORTED BY HOHL TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Hohl, Michniewicz Absent: Hahn Nays: None

Motion passed.

7. CURRENT BUSINESS

A. DPW Monthly Report – October 2024 Statistics. Randazzo reported that the wastewater treatment plant was in compliance for the entire month of October. Comprehensive Contracting installed a new check valve in the manhole on Branch Drive along with raising two manholes to allow for easier acceding during flooding events if necessary. Work has begun on construction of the mulch odor bed at the Kress Road pump station. The last item needed, the blower fan, is expected to be delivered on November 27th and should be installed the first week of December. Randazzo noted that Biotech is here this week doing a sludge haul which is good as their pricing will go up in January.

Ward stated that during their winterizing of the pump stations a large mouse nest was found in the controls for the generator at the Regency Village pump station. Randazzo also noted that the Township Contractor has replaced one hundred (100) of the old 200 series grinder pump stations as part of the replacement program with approximately 50 remaining.

MOTION BY HOHL, SUPPORTED BY MICHNIEWICZ TO NOTE THE DPW MONTHLY REPORT AS RECEIVED AND TO BE FILED AND TO ALSO FORWARD A COPY TO THE TOWNSHIP BOARD AS AN AGENDA ITEM FOR THEIR REVIEW.

Ayes: Hohl, Michniewicz Absent: Hahn Nays: None

Motion passed.

B. Sewer Installation Blanket Contract Bids. Campbell noted that Requests for Proposals (RFPs) were sent out to all of the Contractors on the Township's approved contractor list as well as posted to the Township website for all potential bidders interested in performing sanitary sewer extensions, grinder pump installations and sewer connections under a 3-year service contract. Bids were due by 2:00 p.m. on November 13, 2024. A total of two bids were received by the Township from C & E Construction Co. and D'Angelo Brothers, Inc. Opening and review of the bids was completed at 2:30 p.m. during the Municipal Utilities Committee meeting. Hohl stated the preliminary review of the bid pricing worksheets indicate that C & E Construction Co. is the low bidder.

MOTION BY HOHL, SUPPORTED BY MICHNIEWICZ THAT DUE TO THE COMPLICATED NATURE OF THE BIDS, AND MULTIPLE PARAMETERS OF THE BID, THE UTILITIES DIRECTOR, UTILITIES COORDINATOR, DPW FIELD SUPERINTENDENT AND SUPERVISOR SHALL REVIEW THE BIDS AND WILL DRAFT A MEMO OF RECOMMENDATION TO THE TOWNSHIP BOARD.

Ayes: Hohl, Michniewicz Absent: Hahn Nays: None

Motion passed.

C. Mitch Harris Direct Sewer Connection Agreement – 6017 Pinemont Dr.

MOTION BY HOHL, SUPPORTED BY MICHNIEWICZ TO APPROVE THE MITCH HARRIS BUILDING CO. AGREEMENT FOR SEWER CONNECTION AS PRESENTED, AS ALL OF THE ESTIMATED SEWER AND WATER FEES WERE PAID UP-FRONT IN CASH.

Ayes: Hohl, Michniewicz Absent: Hahn Nays: None

Motion passed.

D. Sewer O & M Billing Delay Request – 6295 Pinemont Dr. Randazzo stated that he received a request from the property owner building a new home on Pinemont Drive to delay the start date of the operation and maintenance charges (O & M) for the sewer connection. The grinder pump was activated for sewer service on August 2nd, 2024. Randazzo explained that per policy, billing starts on the day the grinder pump is turned on and is ready for use. The homeowner feels that the bill activation date should be delayed because the house only recently had plumbing fixtures installed and they have not yet moved in to the house.

Hohl asked if the Township has delayed any other O & M charges once the grinder pump station has been activated. Randazzo noted that the Township has not delayed any billing activation dates and stated that the Township hasn't really received any requests to do so since it is clear in the polices and procedures for sewer activation that billing begins once the grinder pump station is activated which is scheduled at the request of the property owner or their Contractor.

MOTION BY HOHL, SUPPORTED BY MICHNIEWICZ TO DENY THE REQUEST TO DELAY THE SEWER OPERATION AND MAINTENANCE (O & M) CHARGES FOR THE PROPERTY LOCATED AT 6295 PINEMONT DRIVE.

Ayes: Hohl, Michniewicz Absent: Hahn Nays: None

Motion passed.

E. Telford Direct Sewer Connection Agreement – 9855 Galatian Dr.

MOTION BY HOHL, SUPPORTED BY MICHNIEWICZ TO APPROVE THE TELFORD AGREEMENT FOR SEWER CONNECTION AS PRESENTED, AS ALL OF THE ESTIMATED SEWER FEES WERE PAID UP-FRONT IN CASH.

Ayes: Hohl, Michniewicz Absent: Hahn Nays: None

Motion passed.

8. CALL TO THE PUBLIC

Seeing no requests to address the Sewer Committee, Hohl closed the call to the public.

9. INFORMATIONAL/EDUCATIONAL MATERIAL

There was no information and/or educational material available for this meeting.

10. ADJOURNMENT

MOTION BY HOHL, SUPPORTED BY MICHNIEWICZ TO ADJOURN THE MEETING.

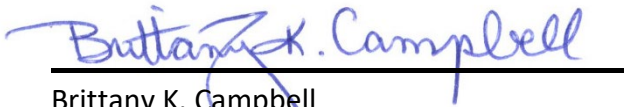
Ayes: Hohl, Michniewicz Absent: Hahn Nays: None

Motion passed.

The meeting was adjourned at 2:48 p.m.

The foregoing is considered to be a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact the writer immediately.

Respectfully submitted,



Brittany K. Campbell
Hamburg Township Utilities Coordinator



10405 Merrill Road ♦ P.O. Box 157
Hamburg, MI 48139
Phone: 810.231.1000 ♦ Fax: 810.231.4295
www.hamburg.mi.us

EXCERPT FROM HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE MEETING MINUTES

To the attention of: Patrick J. Hohl, Supervisor
Hamburg Township Board of Trustees

Re: **DPW Monthly Report – November 2024 Statistics**

Please be apprised of this excerpt from the Unapproved Approved Minutes of the Meeting of the Hamburg Township Sewer Committee:

Date of Meeting: December 11th, 2024

Sewer Committee Members Present: Hohl, Negri

Sewer Committee Members Absent: Menzies


Text of Motion: MOTION BY HOHL, SUPPORTED BY NEGRI TO NOTE THE DPW MONTHLY REPORT AS RECEIVED AND TO BE FILED AND TO ALSO FORWARD A COPY TO THE TOWNSHIP BOARD AS AN AGENDA ITEM FOR THEIR REVIEW.

Ayes: Hohl, Negri Absent: Menzies Nays: None

MOTION CARRIED.

State of Michigan }
County of Livingston }
Township of Hamburg }

I, BRITTANY K. CAMPBELL, Hamburg Township Utilities Coordinator and recording secretary to the Municipal Utilities Committee, do hereby certify that the foregoing is a true and correct excerpt of the Minutes of the aforementioned Regular/~~Special~~ Meeting of the Hamburg Township Municipal Utilities Committee.

 Date: December 11th, 2024
BRITTANY K. CAMPBELL
HAMBURG TOWNSHIP UTILITIES COORDINATOR



10405 Merrill Road ♦ P.O. Box 157
Hamburg, MI 48139
Phone: 810.231.1000 ♦ Fax: 810.231.4295
www.hamburg.mi.us

To: Municipal Utilities Committee
From: Tony Randazzo
Date: 12-05-2024
Re: DPW Monthly Report

-
1. The wastewater treatment plant was out of compliance for one day in the month of November. This is the only day it has been out of compliance all year.
 2. The blower fan has arrived for the mulch bed at the Kress Rd. station. We should have it wired up and ready next week.
 3. The grinder replacement program looks like it will ramp up again this winter, weather permitting of course. C&E has picked up a half dozen grinder pumps for this purpose.



Hamburg Township Monthly Field Report

November 2024

Ryan Ward

Grinder Calls: 47 Total / 10 OT

Plant Calls: 1 OT

Station Calls: 2 Hamburg/ 1 Portage

Pump Rebuilds: 41 Hamburg / 0 Portage / 6 Highland

Miss Digs: 128 Hamburg / 21 Portage

Startups: 1

Deactivations/Reactivations: 1

Replacements: 3

Grinder Stations in Stock: 64 simplex / 2 duplex

Grinder Locations: 1

Grinder Pump Cores in Stock: 23 + 2 for Duplex

Field Jobs for the Month: This month we have completed our normal monthly checks along with the monitoring well sampling. The odor control bed at Kress station has been installed and we are now waiting for the blower fan to arrive, we should get this blower sometime in December. Biotech has completed a fall sludge haul; this sludge was

applied at a field we have been using in Gregory. C&E completed the main extension and grinder station install at 8732 Pettysville Road.



User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
ADVANCED02	ADVANCED WATER TREATMENT, INC.	12/10/2024	41400224	GEN	TWP BOTTLED WATER (3)	
79355	PO BOX 339	12/17/2024		N		17.97
12/02/2024	HAMBURG MI, 48139	/ /	0.0000	N		0.00
		12/17/2024		N		17.97

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	17.97

VENDOR TOTAL: 17.97

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
ALANSASH01	ALAN'S ASPHALT MAINTENANCE, INC.	12/10/2024	00668	GEN	TWP & SEN CTR SEAL COATING/HOT RUBBE	
79361	P.O. BOX 354	12/17/2024		N		3,500.00
11/09/2024	HAMBURG MI, 48139	/ /	0.0000	N		0.00
		12/17/2024		N		3,500.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-930.000	MAINTENANCE TWP HALL	1,750.00
101-820.000-930.001	MAINTENANCE COMM CENTER	1,750.00
		<u>3,500.00</u>

VENDOR TOTAL: 3,500.00

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
ALERUSRETR	ALERUS RETIREMENT SOLUTIONS	12/04/2024	120524	GEN	401A	
79321	P.O. BOX 64535	12/06/2024		N		18,811.74
12/05/2024	SAINT PAUL MN, 55164	/ /	0.0000	N		0.00
		12/06/2024		N		18,811.74

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-073.003	RETIREMENT - LIBRARY	1,407.18
101-171.000-716.000	DEFINED CONTRIBUTION	477.71
101-201.000-716.000	DEFINED CONTRIBUTION	1,087.81
101-262.000-716.000	DEFINED CONTRIBUTION	597.42
101-215.000-716.000	DEFINED CONTRIBUTION	843.23
101-228.000-716.000	DEFINED CONTRIBUTION	550.40
101-253.000-716.000	DEFINED CONTRIBUTION	422.85
101-265.000-716.000	DEFINED CONTRIBUTION	553.78
101-702.000-716.000	DEFINED CONTRIBUTION	633.82
101-751.000-716.000	DEFINED CONTRIBUTION	204.36
101-820.000-716.000	DEFINED CONTRIBUTION	339.66
206-000.000-716.000	DEFINED CONTRIBUTION	4,611.84
207-000.000-716.000	DEFINED CONTRIBUTION	4,049.13
590-527.000-716.000	DEFINED CONTRIBUTION	3,032.55
		<u>18,811.74</u>

ALERUSRETR	ALERUS RETIREMENT SOLUTIONS	12/04/2024	120524	GEN	457	
79322	P.O. BOX 64535	12/06/2024		N		20,013.32
12/05/2024	SAINT PAUL MN, 55164	/ /	0.0000	N		0.00
		12/06/2024		N		20,013.32

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-231.500	DEFERRED COMPENSATION/457	20,013.32

VENDOR TOTAL: 38,825.06

ALLSTRALR1	ALLSTAR ALARM, LLC	12/05/2024	410375	GEN	FD - ALARM MONITORING STA 12 #41037	
79323	8345 MAIN ST	12/17/2024	20240724	N		336.96
12/01/2024	WHITMORE LAKE MI, 48189	/ /	0.0000	N		0.00
		12/17/2024		Y		336.96

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-930.003	FIRE RATED ALARM MONITORING 1/1/25-6/30	336.96	336.96

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

Item 9.

DB: Hamburg

UNJOURNALIZED OPEN

BANK CODE: GEN

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

VENDOR TOTAL: 336.96

ALPHAPSYCH	ALPHA PSYCHOLOGICAL SERVICES, P.C.	12/04/2024	120424	GEN	FD - PSYCHOLOGICAL ASSESSMENT - ZALE	
79319	41820 SIX MILE RD., #104	12/17/2024	20240719	N		375.00
11/29/2024	NORTHVILLE MI, 48168	/ /	0.0000	N		0.00
		12/17/2024		N		375.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-843.100	PSYCH EVAL - ZALESKI	375.00	375.00

VENDOR TOTAL: 375.00

AMAZONCO01	AMAZON CAPITAL SERVICES	12/03/2024	1VTF-4C4L-4GNC	GEN	11/01-11/30/2021	
79262	P.O BOX 035184	12/17/2024		N		3,981.94
12/01/2024	SEATTLE WA, 98124-5184	/ /	0.0000	N		0.00
		12/17/2024		N		3,981.94

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-239.000	SENIOR CENTER DONATIONS	561.22
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	30.22
101-820.000-804.000	SENIOR PROGRAMS	183.64
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	876.88
206-000.000-930.003	MAINTENANCE FIRE HALL	249.00
206-000.000-932.000	VEHICLE MAINTENANCE	9.88
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	645.67
207-000.000-932.000	VEHICLE MAINTENANCE	186.67
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	298.38
206-000.000-916.500	FIRE PREVENTION	940.38

3,981.94

VENDOR TOTAL: 3,981.94

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
REFUND TAX	ANGELA & MICHAEL WINNETT	12/11/2024	121124	GEN	REIMBURSE SUMMER TAX DUE TO VETERAN'	
79388	10437 HICKORY DR.	12/17/2024		N		1,870.13
12/11/2024	PINCKNEY MI, 48169	/ /	0.0000	Y		0.00
		12/17/2024		N		1,870.13

Open

GL NUMBER	DESCRIPTION	AMOUNT
703-000.000-214.300	DUE TO GENERAL ADMIN FEES	18.51
703-000.000-222.101	DUE TO COUNTY TAXES	643.34
703-000.000-222.500	DUE TO COUNTY SET	1,208.28
		<u>1,870.13</u>

VENDOR TOTAL: 1,870.13

AMERICAN02	APPLIED INNOVATION	12/10/2024	2682807	GEN	12/05/24-01/04/2025	
79357	7718 SOLUTION CENTER	12/17/2024		N		198.44
12/05/2024	CHICAGO IL, 60677-7007	/ /	0.0000	N		0.00
		12/17/2024		N		198.44

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	198.44

VENDOR TOTAL: 198.44

ATTMOBILIT	AT&T MOBILITY	12/05/2024	287318496818X111	GEN	PD/FD CELL PHONE CHARGES SEPT 12 - O	
79332	P.O. BOX 6463	12/05/2024	20240728	N		816.87
11/11/2024	CAROL STREAM IL, 60197-6463	/ /	0.0000	N		0.00
		12/05/2024		N		816.87

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-853.000	PD PHONE CHARGES	597.06	597.06
206-000.000-853.000	FD PHONE CHARGES	219.81	219.81
		<u>816.87</u>	<u>816.87</u>

VENDOR TOTAL: 816.87

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

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

MYERSEXC01	BOB MYERS EXCAVATING INC	12/09/2024	2024-331	GEN	PETTYSVILLE PARKING SITTING AREA LAY	
79341	8111 HAMMEL ROAD	12/17/2024		N		3,150.00
12/04/2024	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		12/17/2024		N		3,150.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-800.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	3,150.00

MYERSEXC01	BOB MYERS EXCAVATING INC	12/04/2024	2024-332	GEN	KINGSTON DR HALF GRADING/60 YDS	
79316	8111 HAMMEL ROAD	12/17/2024		N		2,785.00
12/04/2024	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		12/17/2024		N		2,785.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
283-000.000-802.000	ROAD IMPROVEMENT	2,785.00

MYERSEXC01	BOB MYERS EXCAVATING INC	12/04/2024	2024-333	GEN	ISLAND SHORE/SCHLENKER GRADING /30 Y	
79317	8111 HAMMEL ROAD	12/17/2024		N		1,780.00
12/04/2024	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		12/17/2024		N		1,780.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
280-000.000-802.000	ROAD IMPROVEMENT	1,780.00

VENDOR TOTAL: 7,715.00

BRFIREAUTH	BRIGHTON AREA FIRE AUTHORITY	12/02/2024	0000000424	GEN	FD - FIRE/EMT CLASS & FFI & II ONLY	
79241	615 W. GRAND RIVER AVE.	12/17/2024	20240701	N		8,500.00
11/18/2024	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		12/17/2024		N		8,500.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-916.000	FFI & II/EMT, DAVILA, DUFFANY, KELLER	7,500.00	7,500.00
206-000.000-916.000	FFI & II ONLY, VAN STEENIS	1,000.00	1,000.00
		8,500.00	8,500.00

VENDOR TOTAL: 8,500.00

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

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

C&ECONTR01	C & E CONSTRUCTION CO., INC.	12/11/2024	3014	GEN	GRINDER PUMP INSTALL	9855 GALATIAN
79377	P.O. BOX 1359	12/17/2024		N		10,039.49
12/10/2024	HIGHLAND MI, 48357	/ /	0.0000	N		0.00
		12/17/2024		N		10,039.49

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-000.000-198.086	9855 GALATIAN DR	10,039.49

VENDOR TOTAL: 10,039.49

CDWGOVER01	CDW GOVERNMENT, INC.	12/11/2024	AB7EZ5L	GEN	TWP SAMSUNG T7 SHIELD USB (3)	
79392	75 REMITTANCE DR SUITE 1515	12/17/2024		N		728.97
11/26/2024	CHICAGO IL, 60675-1515	/ /	0.0000	N		0.00
		12/17/2024		N		728.97

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	728.97

VENDOR TOTAL: 728.97

CHARTERC01	CHARTER COMMUNICATIONS	12/10/2024	005447401120124	GEN	12/01-12/31/2024	
79358	PO BOX 223085	12/18/2024		N		331.05
12/01/2024	PITTSBURGH PA, 15251-2085	/ /	0.0000	N		0.00
		12/18/2024		N		331.05

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-853.000	PHONE/COMM/INTERNET	331.05

CHARTERC01	CHARTER COMMUNICATIONS	12/09/2024	005447501120124	GEN	PD SPECTRUM CABLE MONTHLY CHARGES DE	
79346	PO BOX 223085	12/18/2024	20240733	N		216.42
12/01/2024	PITTSBURGH PA, 15251-2085	/ /	0.0000	N		0.00
		12/18/2024		N		216.42

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-853.000	MONTHLY CABLE CHARGES	216.42	216.42

VENDOR TOTAL: 547.47

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
COMPLETE01	COMPLETE BATTERY SOURCE, INC.	12/11/2024	436346BRI	GEN	PD 15 BATTERIES	
79370	6480 GRAND RIVER AVE.	12/17/2024	20240720	N		93.90
12/09/2024	BRIGHTON MI, 48114	/ /	0.0000	N		0.00
		12/17/2024		N		93.90

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-752.000	CR13N	93.90	93.90

VENDOR TOTAL: 93.90

CONSUMER01	CONSUMERS ENERGY	12/10/2024	203678535922	GEN	1030 4914 0678 10090 HAMBURG RD10/26	
79366	PO BOX 740309	12/27/2024		N		20.38
	PAYMENT CENTER					
11/27/2024	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		12/27/2024		N		20.38

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-921.000	NATURAL GAS/HEAT	20.38

VENDOR TOTAL: 20.38

CORE ELECT	CORE ELECTRIC COMPANY INC	12/10/2024	13782	GEN	WWTP 60851 BALDOR 4HP	
79354	25125 W. OUTER DR.	12/17/2024		N		1,440.00
12/05/2024	MELVINDALE MI, 48122	/ /	0.0000	N		0.00
		12/17/2024		N		1,440.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	1,440.00

VENDOR TOTAL: 1,440.00

CORRIGAN01	CORRIGAN TOWING	12/09/2024	IN50-0034306	GEN	PD - VEHICLE MAINTENANCE MRAP #IN50-	
79342	775 N. SECOND STREET	12/17/2024	20240729	N		339.43
11/29/2024	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		12/17/2024		N		339.43

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-932.000	HAMBURG TWP PD PORTION	339.43	339.43

VENDOR TOTAL: 339.43

31

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

Item 9.

DB: Hamburg

UNJOURNALIZED OPEN

BANK CODE: GEN

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

CULLIGAN01	CRH OHIO LTD	12/09/2024	938331	GEN	PD WATER FILTER EQUIPMENT 12/01-12/3	
79335	D/B/A CULLIGAN OF ANN ARBOR/DETROIT	12/17/2024	20240730	N		70.00
	46902 LIBERTY DRIVE					
11/30/2024	WIXOM MI, 48393	/ /	0.0000	N		0.00
		12/17/2024		N		70.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-801.000	WATER FILTER EQUIPMENT	70.00	70.00

VENDOR TOTAL: 70.00

DELLMARK01	DELL MARKETING L.P.	12/11/2024	10788280683	GEN	PD-MCT COMPUTER FOR 7005 DELL PRO RU	
79393	PO BOX 643561	12/17/2024	20240715	N		3,205.05
	C/O DELL USA LP					
12/10/2024	PITTSBURGH PA, 15264-3561	/ /	0.0000	N		0.00
		12/17/2024		Y		3,205.05

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-980.000	DELL PRO RUGGED 14 RB14250	3,205.05	3,205.00

VENDOR TOTAL: 3,205.05

Item 9.

UNJOURNALIZED OPEN

BANK CODE: GEN

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

DTEENRGY01	DTE ENERGY	12/03/2024	120224	GEN	9100 086 3167 3 TWP 10/24-11/21/24	
79272	PO BOX 740786	12/18/2024		N		1,228.71
11/21/2024	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		12/18/2024		N		1,228.71

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-920.000	ELECTRIC	1,228.71

DTEENRGY01	DTE ENERGY	12/03/2024	120224	GEN	9100 139 0346 3 PACKER STATION 10/24	
79273	PO BOX 740786	12/18/2024		N		171.15
11/21/2024	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		12/18/2024		N		171.15

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-920.000	ELECTRIC	171.15

DTEENRGY01	DTE ENERGY	12/03/2024	120224	GEN	9100 086 3078 2 WWTP 10/24-11/21/24	
79274	PO BOX 740786	12/18/2024		N		6,215.98
11/21/2024	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		12/18/2024		N		6,215.98

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-920.000	ELECTRIC	6,215.98

DTEENRGY01	DTE ENERGY	12/03/2024	120224	GEN	9100 146 5433 9 5450 EDGELAKE 10/24-	
79275	PO BOX 740786	12/18/2024		N		17.62
11/21/2024	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		12/18/2024		N		17.62

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-920.000	ELECTRIC	17.62

DTEENRGY01	DTE ENERGY	12/03/2024	120224	GEN	9200 190 0961 1 9464 KRESS 10/24-11/	
79276	PO BOX 740786	12/18/2024		N		797.60
11/21/2024	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		12/18/2024		N		797.60

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-920.000	ELECTRIC	797.60

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

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

DTEENRGY01	DTE ENERGY	12/03/2024	120224	GEN	9100 086 3118 6 STRAWBERRY LK SIREN	
79279	PO BOX 740786	12/18/2024		N		17.66
11/21/2024	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		12/18/2024		N		17.66

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.000	ELECTRIC	17.66

DTEENRGY01	DTE ENERGY	12/03/2024	120224	GEN	9100 122 7190 4 MERRILL FIELD 10/24-	
79290	PO BOX 740786	12/18/2024		N		20.59
11/21/2024	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		12/18/2024		N		20.59

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751.000-920.000	ELECTRIC	20.59

DTEENRGY01	DTE ENERGY	12/03/2024	120224	GEN	9100 086 3133 5 FD#11 10/24-11/21/24	
79291	PO BOX 740786	12/18/2024		N		963.29
11/21/2024	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		12/18/2024		N		963.29

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.000	ELECTRIC	963.29

DTEENRGY01	DTE ENERGY	12/03/2024	120224	GEN	9100 095 9768 3 SEN CTR 10/24-11/21/	
79292	PO BOX 740786	12/18/2024		N		452.82
11/21/2024	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		12/18/2024		N		452.82

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-820.000-920.000	ELECTRIC	452.82

DTEENRGY01	DTE ENERGY	12/03/2024	120224	GEN	9100 081 1689 9 SCOOPER FIELD 10/24-1	
79293	PO BOX 740786	12/18/2024		N		52.50
11/21/2024	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		12/18/2024		N		52.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
-----------	-------------	--------

Item 9.

UNJOURNALIZED OPEN

BANK CODE: GEN

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

101-751.000-920.000	ELECTRIC					52.50
DTEENRGY01	DTE ENERGY	12/03/2024	120224	GEN	9100 081 1673 3 SOCCER FIELD	10/24-1
79294	PO BOX 740786	12/18/2024		N		76.74
11/21/2024	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		12/18/2024		N		76.74

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751.000-920.000	ELECTRIC	76.74
DTEENRGY01	DTE ENERGY	12/03/2024
79295	PO BOX 740786	12/18/2024
11/21/2024	CINCINNATI OH, 45274-0786	/ /
		0.0000
		12/18/2024

Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-920.000	ELECTRIC	1,264.66
DTEENRGY01	DTE ENERGY	12/03/2024
79296	PO BOX 740786	12/18/2024
11/21/2024	CINCINNATI OH, 45274-0786	/ /
		0.0000
		12/18/2024

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751.000-920.000	ELECTRIC	45.43
DTEENRGY01	DTE ENERGY	12/03/2024
79297	PO BOX 740786	12/18/2024
11/21/2024	CINCINNATI OH, 45274-0786	/ /
		0.0000
		12/18/2024

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	17.66
DTEENRGY01	DTE ENERGY	12/03/2024
79277	PO BOX 740786	12/19/2024
11/25/2024	CINCINNATI OH, 45274-0786	/ /
		0.0000
		12/19/2024

Open

Item 9.

UNJOURNALIZED OPEN

BANK CODE: GEN

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

GL NUMBER	DESCRIPTION	AMOUNT				
590-527.000-920.000	ELECTRIC	33.11				
DTEENRGY01	DTE ENERGY	12/03/2024	120224	GEN	9100 160 2723 7 4320 CORDLEY LK RD 1	
79278	PO BOX 740786	12/19/2024		N		221.43
11/25/2024	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		12/19/2024		N		221.43

Open

GL NUMBER	DESCRIPTION	AMOUNT				
590-527.000-920.000	ELECTRIC	221.43				
DTEENRGY01	DTE ENERGY	12/11/2024	121024	GEN	9200 189 1753 3 9251 REGENCY BLVD 10	
79376	PO BOX 740786	12/27/2024		N		63.65
12/02/2024	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		12/27/2024		N		63.65

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-920.000	ELECTRIC	63.65

VENDOR TOTAL: 11,660.60

REFUND TAX	EDWARD W. FORD	12/11/2024	121124	GEN	REIMBURSE SUMMER TAX DUE TO VETERAN'
79389	10311 MCGREGOR RD	12/17/2024		N	1,384.46
12/11/2024	PINCKNEY MI, 48169	/ /	0.0000	Y	0.00
		12/17/2024		N	1,384.46

Open

GL NUMBER	DESCRIPTION	AMOUNT
703-000.000-214.300	DUE TO GENERAL ADMIN FEES	13.70
703-000.000-222.101	DUE TO COUNTY TAXES	476.27
703-000.000-222.500	DUE TO COUNTY SET	894.49

1,384.46

VENDOR TOTAL: 1,384.46

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
ELECTIONCE 79347 11/01/2024	ELECTION CENTER 21946 ROYAL MONTREAL DR. STE. 100 KATY TX, 77450	12/09/2024 12/17/2024 / / 12/17/2024	247374001 0.0000	GEN N N Y	DOLAN-BLUE MEMBER/KUZNER ASSOCIATE/P	597.00 0.00 597.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-262.000-910.000	PROFESSIONAL DEVELOPMENT	597.00

VENDOR TOTAL: 597.00

ELCTSOURC1	ELECTION SOURCE	12/02/2024	24-15979	GEN	FULL SERVICE TESTING ADA SYSTEM	
79237	4615 DANVERS DRIVE, SE	12/17/2024		N		5,096.00
11/22/2024	GRAND RAPIDS MI, 49512	/ /	0.0000	N		0.00
		12/17/2024		N		5,096.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-262.000-752.001	SUPPLIES FOR ELECTIONS	5,096.00

VENDOR TOTAL: 5,096.00

ELECTROCYC	ELECTROCYCLE, INC.	12/09/2024	58027	GEN	ONSITE DESTRUCTION (2) 95 GAL TOTERS	
79337	23953 RESEARCH DR.	12/17/2024		N		53.00
12/02/2024	FARMINGTON HILLS MI, 48335	/ /	0.0000	N		0.00
		12/17/2024		N		53.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-955.000	SUNDRY	53.00

ELECTROCYC	ELECTROCYCLE, INC.	12/09/2024	58030	GEN	SEN CTR ON SITE DESTRUCTION	
79338	23953 RESEARCH DR.	12/17/2024		N		40.00
12/02/2024	FARMINGTON HILLS MI, 48335	/ /	0.0000	N		0.00
		12/17/2024		N		40.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-820.000-955.000	SUNDRY	40.00

VENDOR TOTAL: 93.00

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
ESRI000001	ENVIRONMENTAL SYSTEMS RESEARCH	12/11/2024	94854782	GEN	ANNUAL GIS SOFTWARE MAINTENANCE - QU	
79375	P.O. BOX 741076	12/17/2024	20240710	N		5,915.00
12/02/2024	LOS ANGELES CA, 90074-4630	/ /	0.0000	N		0.00
		12/17/2024		Y		5,915.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
101-229.000-933.000	ARCGIS DESKTOP ADVANCED MAINT	3,475.00	3,475.00
101-229.000-933.000	ARCGIS PUBLISHER MAINT	580.00	580.00
101-229.000-933.000	ARCGIS DESKTOP BASIC PRI MAINT	460.00	460.00
101-229.000-933.000	ARCGIS DESKTOP BASIC SECONDARY MAINT	1,400.00	1,400.00
		5,915.00	5,915.00

VENDOR TOTAL: 5,915.00

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
FASTENAL01	FASTENAL COMPANY	12/10/2024	MIDE6167132	GEN	DPW 5/16-18S/S NYLOCK (1000)	
79356	P.O. BOX 1286	12/17/2024		N		295.62
12/06/2024	WINONA MN, 55987-1286	/ /	0.0000	N		0.00
		12/17/2024		Y		295.62

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	295.62

VENDOR TOTAL: 295.62

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
FILPROCORP	FILPRO CORP	12/03/2024	65778	GEN	WWTP FP10-167 (10), FP10-489 (6)	
79267	P.O. BOX 374	12/17/2024		N		731.52
11/20/2024	WEST POINT PA, 19486	/ /	0.0000	N		0.00
		12/17/2024		Y		731.52

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-931.000	EQUIPMENT MAINT/REPAIR	731.52

VENDOR TOTAL: 731.52

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
FLAGSTRBNK	FLAGSTAR BANK, FSB	12/10/2024	120524	GEN	11.05.2024-12.04.2024	
79368	CARDMEMBER SERVICES	12/30/2024		N		2,899.14
	PO BOX 790408					
12/05/2024	SAINT LOUIS MO, 63179-0408	/ /	0.0000	N		0.00
		12/30/2024		Y		2,899.14

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-239.000	SENIOR CENTER DONATIONS	1,177.90
101-215.000-910.000	PROFESSIONAL DEVELOPMENT	766.30
207-000.000-967.000	SPECIAL PROJECTS	216.00
206-000.000-916.000	TRAINING	175.00
101-820.000-804.000	SENIOR PROGRAMS	149.90
101-702.000-910.000	PROFESSIONAL DEVELOPMENT	125.00
206-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	96.00
206-000.000-930.003	MAINTENANCE FIRE HALL	89.00
206-000.000-801.000	CONTRACTUAL SERVICES	145.98
101-000.000-239.700	SENIOR CENTER LUNCH PROGRAM	62.97
590-527.000-676.000	REIMBURSEMENTS & COST RECOVERY	(104.91)
		2,899.14

VENDOR TOTAL: 2,899.14

Item 9.

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
HALEY	FRONTIER SERVICE PARTNERS INC	12/02/2024	104210632	GEN	FD - HVAC SERVICE/DIAGNOSTIC FEE #10	
79243	8415 DEXTER CHELSEA RD	12/17/2024	20240698	N		140.00
11/25/2024	DEXTER MI, 48130	/ /	0.0000	N		0.00
		12/17/2024		N		140.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-930.003	COMMERCIAL SERVICE/DIAGNOSTIC FEE	140.00	140.00

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
HALEY	FRONTIER SERVICE PARTNERS INC	12/11/2024	104584254	GEN	FD - REPLACE INDUCER MOTOR IN TUBE H	
79385	8415 DEXTER CHELSEA RD	12/17/2024	20240739	N		485.55
12/09/2024	DEXTER MI, 48130	/ /	0.0000	N		0.00
		12/17/2024		N		485.55

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-930.003	REPLACE INDUCER MOTOR IN TUBE HEATER	485.55	485.55

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
HALEY	FRONTIER SERVICE PARTNERS INC	12/11/2024	105098438	GEN	FD - STA 11 DIAGNOSTIC FEE, HVAC #10	
79382	8415 DEXTER CHELSEA RD	12/17/2024	20240736	N		140.00
12/09/2024	DEXTER MI, 48130	/ /	0.0000	N		0.00
		12/17/2024		N		140.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-930.003	STA 11 DIAGNOSTIC FEE	140.00	140.00

VENDOR TOTAL: 765.55

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
GEBESISCDJ	GENESIS CDJR OF PINCKNEY LLC	12/09/2024	500499	GEN	PD OIL CHG, INSP, TIRE ROTATION 2020	
79344	1295 E. M-36	12/17/2024	20240732	N		105.93
10/10/2024	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		12/17/2024		N		105.93

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-932.000	OIL CHG & FILTER, TIRE ROTATION	105.93	105.93

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
GEBESISCDJ	GENESIS CDJR OF PINCKNEY LLC	12/09/2024	501086	GEN	PD VEH MAINT PWR STEERING, REPLACED	
79345	1295 E. M-36	12/17/2024	20240734	N		555.95
11/05/2024	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		12/17/2024		N		555.95

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-932.000	OIL CHG & FILTER, VEH MAINT	555.95	555.95

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
GEBESISCDJ	GENESIS CDJR OF PINCKNEY LLC	12/11/2024	501807	GEN	PD MAINT ON 21 DODGE DURANGO REAR HA	
79372	1295 E. M-36	12/17/2024	20240740	N		232.18
12/10/2024	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		12/17/2024		N		232.18

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-932.000	INSTALLED PART ON REAR HATCH	232.18	232.18

VENDOR TOTAL: 894.06

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
GFGINSTRM1	GFG INSTRUMENTATION INC.	12/10/2024	SVINV00533	GEN	DPW -BENCH FEE/FILTER KIT/SENSOR/FRE	
79362	1194 OAK VALLEY DR., SUITE 20	12/17/2024		N		326.02
12/03/2024	ANN ARBOR MI, 48108	/ /	0.0000	N		0.00
		12/17/2024		Y		326.02

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	326.02

VENDOR TOTAL: 326.02

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

Item 9.

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
GLMEDIASUP	GREAT LAKES MULTIMEDIA SUPPLY, INC.	12/11/2024	805551	GEN	COMPUTER/CABLE MICROPHONES (4), 2 CHA	
79378	1307 ALLEN DRIVE, SUITE D	12/17/2024		N		6,601.96
12/04/2024	TROY MI, 48083	/ /	0.0000	N		0.00
		12/17/2024		N		6,601.96

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-229.000-980.000	CAPITAL EQUIPMENT	6,601.96

VENDOR TOTAL: 6,601.96

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

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

HAMBURGT02	HAMBURG TOWNSHIP TREASURER	12/04/2024	120424	GEN	WINTER TAX 4715-25-101-088 WINKLEHAU	
79308		12/17/2024		N		537.81
12/04/2024	,	/ /	0.0000	N		0.00
		12/17/2024		N		537.81

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751.000-930.005	MAINTENANCE PARK FACILITIES	537.81

HAMBURGT02	HAMBURG TOWNSHIP TREASURER	12/04/2024	120424	GEN	HIAWATHA DR WINTER TAX 4715-23-306-1	
79309		12/17/2024		N		182.39
12/04/2024	,	/ /	0.0000	N		0.00
		12/17/2024		N		182.39

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-955.000	SUNDRY	182.39

HAMBURGT02	HAMBURG TOWNSHIP TREASURER	12/04/2024	120424	GEN	GWORTH AVE WINTER TAX 4715-13-305-05	
79310		12/17/2024		N		117.10
12/04/2024	,	/ /	0.0000	N		0.00
		12/17/2024		N		117.10

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-955.000	SUNDRY	117.10

HAMBURGT02	HAMBURG TOWNSHIP TREASURER	12/04/2024	120424	GEN	LONGWORTH AVE WINTER TAX 4715-13-305	
79311		12/17/2024		N		161.18
12/04/2024	,	/ /	0.0000	N		0.00
		12/17/2024		N		161.18

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-955.000	SUNDRY	161.18

VENDOR TOTAL: 998.48

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

Item 9.

DB: Hamburg

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
MISCVEND	HAMBURG TWP TREASURER	12/11/2024	120624	GEN	WCA DONATION FOR HOLIDAY GIFTS/ SUPP	
79373	PO BOX 157	12/06/2024		N		2,000.00
12/06/2024	HAMBURG MI, 48139	/ /	0.0000	Y		0.00
		12/06/2024		N		2,000.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-955.000	SUNDRY	2,000.00

VENDOR TOTAL: 2,000.00

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
HPELECTR01	HP ELECTRIC	12/10/2024	3068	GEN	DPW KRESS RD PUMP AFTER HOURS CALL 1	
79359	7853 THUNDER BAY DR	12/17/2024		N		525.00
12/05/2024	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		12/17/2024		Y		525.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	525.00

VENDOR TOTAL: 525.00

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
HRNVLLYGUN	HURON VALLEY GUNS, LLC	12/02/2024	218741	GEN	PD - UNIFORM ACCESSORIES #218741	
79255	56477 GRAND RIVER AVE.	12/17/2024	20240695	N		281.89
11/19/2024	NEW HUDSON MI, 48165	/ /	0.0000	N		0.00
		12/17/2024		Y		281.89

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-768.000	AIR TEK BELT	31.95	31.95
207-000.000-768.000	AIR TEK BELT KEEPER	17.99	17.99
207-000.000-768.000	HANDCUFF CASE	35.99	35.99
207-000.000-768.000	SALLY BRN DUTY BELT	105.99	105.99
207-000.000-768.000	CHAIN LINK HANDCUFF	39.99	39.99
207-000.000-768.000	HANDCUFF KEY	9.99	9.99
207-000.000-768.000	DOUBLE MAG CASE	39.99	39.99
		281.89	281.89

HRNVLLYGUN	HURON VALLEY GUNS, LLC	12/02/2024	218785	GEN	PD - UNIFORM ALTERATIONS & SHIRTS #2	
79256	56477 GRAND RIVER AVE.	12/17/2024	20240696	N		137.98
11/19/2024	NEW HUDSON MI, 48165	/ /	0.0000	N		0.00
		12/17/2024		Y		137.98

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-768.000	SEW ON PATCHES	18.00	18.00
207-000.000-768.000	MENS UNDERVEST L/S SHIRT	119.98	119.98
		137.98	137.98

HRNVLLYGUN	HURON VALLEY GUNS, LLC	12/02/2024	218787	GEN	PD - ALTERATIONS & UNIFORM ITEMS #21	
79257	56477 GRAND RIVER AVE.	12/17/2024	20240697	N		208.97
11/19/2024	NEW HUDSON MI, 48165	/ /	0.0000	N		0.00
		12/17/2024		Y		208.97

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-768.000	SEW ON PATCHES	18.00	18.00
207-000.000-768.000	WMN TACT PANT	89.99	89.99
207-000.000-768.000	WMN UNDERVEST L/S SHIRT	54.99	54.99
207-000.000-768.000	WMN UNDERVEST S/S SHIRT	45.99	45.99
		208.97	208.97

HRNVLLYGUN	HURON VALLEY GUNS, LLC	12/05/2024	219538	GEN	FD- EMBROIDERY FOR UNIFORM #219538	
79324	56477 GRAND RIVER AVE.	12/17/2024	20240718	N		0.00
11/26/2024	NEW HUDSON MI, 48165	/ /	0.0000	N		0.00

45

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

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

		12/17/2024		Y		15.00
--	--	------------	--	---	--	-------

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-768.000	EMBROIDERY	15.00	15.00

HRNVLLYGUN	HURON VALLEY GUNS, LLC	12/11/2024	220327	GEN	PD UNIFORM ALTERATIONS FOR LOCKE	
79394	56477 GRAND RIVER AVE.	12/17/2024	20250003	N		77.99
12/03/2024	NEW HUDSON MI, 48165	/ /	0.0000	N		0.00
		12/17/2024		Y		77.99

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-768.000	ALTERATIONS FOR NEW UNIFORMS	77.99	77.99

HRNVLLYGUN	HURON VALLEY GUNS, LLC	12/11/2024	220355	GEN	PD UNIFORM ALTERATIONS FOR FISCHHABE	
79395	56477 GRAND RIVER AVE.	12/17/2024	20250001	N		103.99
12/04/2024	NEW HUDSON MI, 48165	/ /	0.0000	N		0.00
		12/17/2024		Y		103.99

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-768.000	ALTERATIONS FOR NEW UNIFORMS	103.99	103.99

HRNVLLYGUN	HURON VALLEY GUNS, LLC	12/11/2024	220356	GEN	PD UNIFORM ALTERATIONS FOR KOZOWICZ	
79396	56477 GRAND RIVER AVE.	12/17/2024	20250002	N		103.99
12/04/2024	NEW HUDSON MI, 48165	/ /	0.0000	N		0.00
		12/17/2024		Y		103.99

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-768.000	ALTERATIONS FOR NEW UNIFORMS	103.99	103.99

HRNVLLYGUN	HURON VALLEY GUNS, LLC	12/11/2024	220478	GEN	PD UNIFORM SHIRT HOGAN	
79397	56477 GRAND RIVER AVE.	12/17/2024	20250004	N		94.99
12/05/2024	NEW HUDSON MI, 48165	/ /	0.0000	N		0.00
		12/17/2024		Y		94.99

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-768.000	MENS BLAUER FEXTHEAT BASE SHIRT	94.99	94.99

VENDOR TOTAL:	1,02	46
---------------	------	----

Item 9.

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
HUTSONINC1	HUTSON, INC.	12/09/2024	10709319	GEN	B&G BALL 4WD GRINDING-REPAIRED	
79349	3915 TRACTOR DRIVE	12/17/2024		N		3,851.98
12/06/2024	HOWELL MI, 48855	/ /	0.0000	N		0.00
		12/17/2024		N		3,851.98

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-931.000	EQUIPMENT MAINT/REPAIR	3,851.98

VENDOR TOTAL: 3,851.98

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
IMAGEBUSIN	IMAGE BUSINESS SOLUTIONS, INC	12/09/2024	271380	GEN	PD 11/09-12/08/24	
79350	28339 BECK RD	12/17/2024		N		61.62
	SUITE F2					
12/09/2024	WIXOM MI, 48393	/ /	0.0000	N		0.00
		12/17/2024		N		61.62

Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	61.62

VENDOR TOTAL: 61.62

Item 9.

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
JJJINKLE01	J. J. JINKLEHEIMER & CO. INC.	12/02/2024	92590	GEN	FD - UNIFORM POLOS & EMBROIDERY #925	
79253	2705 E. GRAND RIVER AVE.	12/17/2024	20240706	N		463.41
12/02/2024	HOWELL MI, 48843	/ /	0.0000	N		0.00
		12/17/2024		N		463.41

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-768.000	MENS TACT POLOS S/S	404.91	404.91
206-000.000-768.000	EMBROIDERY	58.50	58.50
		<u>463.41</u>	<u>463.41</u>

JJJINKLE01	J. J. JINKLEHEIMER & CO. INC.	12/02/2024	92591	GEN	FD - UNIFORM POLOS & EMBROIDER #9259	
79254	2705 E. GRAND RIVER AVE.	12/17/2024	20240705	N		314.94
12/02/2024	HOWELL MI, 48843	/ /	0.0000	N		0.00
		12/17/2024		N		314.94

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-768.000	MENS TACT POLO S/S LG	134.97	134.97
206-000.000-768.000	MENS TACT POLO S/S 2X	140.97	140.97
206-000.000-768.000	EMBROIDERY	39.00	39.00
		<u>314.94</u>	<u>314.94</u>

VENDOR TOTAL: 778.35

ASSUREDPO1	JAYS ASSURED PEST CONTROL LLC	12/09/2024	6804	GEN	MONTHLY SERVICE DEC 2024	
79334	P.O. BOX 591	12/17/2024		N		268.00
12/07/2024	BRIGHTON MI, 48116-0591	/ /	0.0000	N		0.00
		12/17/2024		Y		268.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-801.000		32.50
206-000.000-801.000	CONTRACTUAL SERVICES	70.00
206-000.000-801.000	CONTRACTUAL SERVICES	55.00
207-000.000-801.000	CONTRACTUAL SERVICES	78.00
101-820.000-801.000	CONTRACTUAL SERVICES	32.50
		<u>268.00</u>

VENDOR TOTAL: 268.00

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
DANIELS02	JENNIFER DANIELS	12/11/2024	121124	GEN	REIMBURSE ELECTION EXPENSE/MILEAGE	
79369	2916 SWARTHOUT	12/17/2024		N		175.17
12/11/2024	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		12/17/2024		N		175.17

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-215.000-861.000	MILEAGE	144.77
101-262.000-752.001	SUPPLIES FOR ELECTIONS	30.40
		<u>175.17</u>

VENDOR TOTAL: 175.17

REFUND TAX	JOHN H. & DENISE NALEPA	12/11/2024	121124	GEN	REIMBURSE SUMMER TAX DUE TO VETERAN'	
	9298 LAKE CREST DR.	12/17/2024		N		1,053.33
12/11/2024	WHITMORE LAKE MI, 48189	/ /	0.0000	Y		0.00
		12/17/2024		N		1,053.33

Open

GL NUMBER	DESCRIPTION	AMOUNT
703-000.000-214.300	DUE TO GENERAL ADMIN FEES	10.42
703-000.000-222.101	DUE TO COUNTY TAXES	362.36
703-000.000-222.500	DUE TO COUNTY SET	680.55
		<u>1,053.33</u>

VENDOR TOTAL: 1,053.33

JOSEPH HIN	JOSEPH HINES	12/05/2024	102924	GEN	FD/TWP - WAYSIDE EXHIBIT ENGINE 41 W	
79331	23875 MICHIGAN AVE	12/17/2024	20240703	N		1,037.50
10/29/2024	DEARBORN MI, 48124	/ /	0.0000	N		0.00
		12/17/2024		N		1,037.50

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-967.000	FD PORTION	518.75	518.75
101-800.000-955.000	TWP PORTION	518.75	518.75
		<u>1,037.50</u>	<u>1,037.50</u>

VENDOR TOTAL: 1,037.50

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
KIESLERPOL	KIESLER POLICE SUPPLY, INC.	12/04/2024	SI105250	GEN	PD AMMO FEDERAL TACTICAL BONDED TIP	
79320	2802 SABLE MILL RD.	12/17/2024	20240678	N		470.02
12/02/2024	JEFFERSONVILLE IN, 47130	/ /	0.0000	N		0.00
		12/17/2024		N		470.02

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-752.100	FED TACTICAL BONDED 308WIN 168 GRAIN	460.02	460.02
207-000.000-752.100	SHIPPING	10.00	10.00
		<u>470.02</u>	<u>470.02</u>
VENDOR TOTAL:			<u>470.02</u>

LAKELAND01	LAKELAND ACE HARDWARE, INC.	12/11/2024	1906825	GEN	FD - STATION SUPPLIES #12225/1	
79383	PO BOX 1000	12/17/2024	20240737	N		24.77
12/06/2024	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		12/17/2024		N		24.77

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-752.000	GORILLA CLR GRIP 4PK	8.59	8.59
206-000.000-752.000	GORILLA EPOXY	9.59	9.59
206-000.000-752.000	GLJE RTV SILICONE	6.59	6.59
		<u>24.77</u>	<u>24.77</u>
VENDOR TOTAL:			<u>24.77</u>

LIVINGST24	LIV. CO. MUNICIPAL CLERKS ASSOC.	12/10/2024	12102024	GEN	CLERK LUNCHEON 7 PARTICIPANTS	
79363	C/O JULIE DAILEY (OR CLERK)	12/17/2024		N		161.00
	2050 BRADLEY RD					
12/10/2024	WEBBERVILLE MI, 48892	/ /	0.0000	N		0.00
		12/17/2024		N		161.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-262.000-955.000	SUNDRY	161.00
VENDOR TOTAL:		<u>161.00</u>

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
LIVINGST25	LIVINGSTON COUNTY CLERK, ELECTIONS	12/02/2024	13685	GEN	PROGRAMMING/PUBLICATIONS/LABOR/SUPPL	
79238	200 EAST GRAND RIVER	12/17/2024		N		3,920.86
11/22/2024	HOWELL MI, 48843-2399	/ /	0.0000	N		0.00
		12/17/2024		N		3,920.86

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-262.000-752.001	SUPPLIES FOR ELECTIONS	3,920.86

VENDOR TOTAL: 3,920.86

LYON STRIP	LYON STRIPING	12/05/2024	QT-000001	GEN	FD - LAYOUT AND STRIPING FOR NEW CON	
79325	13164 CHAPMAN BLVD	12/17/2024	20240727	N		750.00
12/05/2024	SOUTH LYON MI, 48178	/ /	0.0000	N		0.00
		12/17/2024		Y		750.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-930.003	LAYOUT AND STRIPING FOR CONCRETE	750.00	750.00

VENDOR TOTAL: 750.00

MALLORY SA	MALLORY SAFETY AND SUPPLY	12/03/2024	6042014	GEN	FD - 2024 FIREHOUSE GRANT - RESCUE B	
79263	PO BOX 2068	12/17/2024	20240699	N		20,680.00
11/25/2024	LONGVIEW WA, 98632	/ /	0.0000	N		0.00
		12/17/2024		Y		20,680.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-980.000	BOAT INFLATABLE RED RESCUE	8,994.44	8,994.44
206-000.000-980.000	BOW GEAR BAG FOR RESCUE BOAT	195.56	195.56
206-000.000-980.000	SCUPPERS-DRAIN SOCKS-PAIR	450.00	450.00
206-000.000-980.000	SSHOSSE FILL HOSE SCBA/SCUBA	450.00	450.00
206-000.000-980.000	TRAILER UT850 & ACCESSORIES	3,775.00	3,775.00
206-000.000-980.000	MOTOR MERCURY, TILLER STEER, PULLS	5,665.00	5,665.00
206-000.000-980.000	LETTERING 2 SIDES	1,150.00	1,150.00
		20,680.00	

VENDOR TOTAL: 20,680.00

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

Item 9.

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
REFUND TAX	MARK VANBOCXLAER	12/11/2024	121124	GEN	REIMBURSE SUMMER TAX DUE TO VETERAN	
79386	7001 CAMPBELL MILLS CT	12/17/2024		N		2,748.78
12/11/2024	BRIGHTON MI, 48116	/ /	0.0000	Y		0.00
		12/17/2024		N		2,748.78

Open

GL NUMBER	DESCRIPTION	AMOUNT
703-000.000-214.300	DUE TO GENERAL ADMIN FEES	27.21
703-000.000-222.101	DUE TO COUNTY TAXES	703.05
703-000.000-222.500	DUE TO COUNTY SET	1,320.42
703-000.000-234.101	DUE TO LISD TAX	698.10
		2,748.78

VENDOR TOTAL: 2,748.78

MCNAUHTMCK	MCNAUGHTON-MCKAY ELECTRIC CO.	12/11/2024	25245336-00	GEN	DPW CIRCUIT BREAKER/CONTACTOR	
79381	DEPT 14801	12/17/2024		N		707.31
	PO BOX 67000					
12/10/2024	DETROIT MI, 48267-0148	/ /	0.0000	N		0.00
		12/17/2024		Y		707.31

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	707.31

VENDOR TOTAL: 707.31

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

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

MERITLAB01	MERIT LABORATORIES	12/03/2024	67700	GEN	HAMBURG	
79265	2680 EAST LANSING DR	12/17/2024		N		576.00
11/27/2024	EAST LANSING MI, 48823	/ /	0.0000	N		0.00
		12/17/2024		Y		576.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-952.000	LAB ANALYSIS - WWTP	576.00

MERITLAB01	MERIT LABORATORIES	12/03/2024	67701	GEN	PORTAGE LAKE	
79266	2680 EAST LANSING DR	12/17/2024		N		496.00
11/27/2024	EAST LANSING MI, 48823	/ /	0.0000	N		0.00
		12/17/2024		Y		496.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-952.100	LAB ANALYSIS FEES - PORTAGE	496.00

VENDOR TOTAL: 1,072.00

MICHAPIAAI	MI CHAPTER OF THE INTERNATIONAL	12/05/2024	1228	GEN	FD - MEMBERSHIP FEE IAAI, INTN'L ASS	
79330	PO BOX 60	12/17/2024	20240717	N		25.00
12/03/2024	DEWITT MI, 48820	/ /	0.0000	N		0.00
		12/17/2024		Y		25.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-958.000	YEARLY MEMBERSHIP FEE 2025	25.00	25.00

VENDOR TOTAL: 25.00

MICHAMMOCO	MICHIGAN AMMO LLC	12/11/2024	2962	GEN	PD AMMO-45 CAL/223-55/9MM/40CAL	
79371	4680 HIGH ST.	12/17/2024	20240722	N		8,040.00
12/10/2024	ECORSE MI, 48229	/ /	0.0000	N		0.00
		12/17/2024		Y		8,040.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-752.100	AMMO	8,040.00	8,040.00

VENDOR TOTAL: 8,040.00

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
MIFIREINP1	MICHIGAN FIRE INSPECTORS SOCIETY	12/05/2024	2821	GEN	FD - MI FIRE INSPECTORS SOCIETY MEMB	
79326	PO BOX 594	12/17/2024	20240716	N		40.00
12/03/2024	DEWITT MI, 48820	/ /	0.0000	N		0.00
		12/17/2024		Y		40.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-958.000	MFIS 2025 MEMBERSHIP, ZERNICK	40.00	40.00

VENDOR TOTAL: 40.00

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
MIMUNICI03	MICHIGAN MUNICIPAL RISK	12/04/2024	120224	GEN	M0001291 07/01/24-07/01/2025 R00012	
79315	ATTN: TINA WHITE	12/17/2024		N		139,997.00
	14001 MERRIMAN					
12/02/2024	LIVONIA MI, 48154	/ /	0.0000	N		0.00
		12/17/2024		N		139,997.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-840.000	LIABILITY/CASUALTY INSURANCE	14,243.24
206-000.000-840.000	LIABILITY/CASUALTY INSURANCE	34,696.92
207-000.000-840.000	LIABILITY/CASUALTY INSURANCE	69,188.57
590-527.000-840.000	LIABILITY/CASUALTY INSURANCE	15,353.24
101-275.000-840.000	LIABILITY/CASUALTY INSURANCE	6,515.03

139,997.00

VENDOR TOTAL: 139,997.00

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
MIMUNICI04	MICHIGAN MUNICIPAL TREASURERS ASSOC	12/03/2024	10856	GEN	MEMBERSHIP 01/01/25-12/31/2025	
79303	P.O. BOX 324	12/17/2024		N		396.00
12/03/2024	TAWAS CITY MI, 48764	/ /	0.0000	N		0.00
		12/17/2024		N		396.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-253.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	396.00

VENDOR TOTAL: 396.00

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

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

MICHIGANST	MICHIGAN STATE DISBURSEMENT UNIT	12/04/2024	120424	GEN	CASE #810013564 PAYROLL 11/18-12/01/	
79312	P.O. BOX 30350	12/17/2024		N		59.08
12/04/2024	LANSING MI, 48909-7850	/ /	0.0000	N		0.00
		12/17/2024		N		59.08

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-228.010	MI CHILD SUPPORT WITHHOLDING	59.08

MICHIGANST	MICHIGAN STATE DISBURSEMENT UNIT	12/04/2024	120424	GEN	CASE# 912854739 PAYROLL 11/18-12/01/	
79313	P.O. BOX 30350	12/17/2024		N		380.46
12/04/2024	LANSING MI, 48909-7850	/ /	0.0000	N		0.00
		12/17/2024		N		380.46

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-228.010	MI CHILD SUPPORT WITHHOLDING	380.46

VENDOR TOTAL: 439.54

MOTOROLA01	MOTOROLA SOLUTIONS INC.	12/02/2024	1411146720	GEN	PD VIDEOMANAGER EL, IN -CAR VIDEO SY	
79249	13108 COLLECTIONS CENTER DRIVE	12/17/2024	20240708	N		195.00
11/30/2024	CHICAGO IL, 60693	/ /	0.0000	N		0.00
		12/17/2024		N		195.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-933.000	IN CAR VIDEO ANNUAL LICENSE	195.00	195.00

VENDOR TOTAL: 195.00

NORTHWES02	NORTHWEST PIPE & SUPPLY, INC.	12/11/2024	55231	GEN	DPW 2" ALG TRAP	
79379	6430 GRAND RIVER	12/17/2024		N		49.18
10/29/2024	BRIGHTON MI, 48114	/ /	0.0000	N		0.00
		12/17/2024		N		49.18

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	49.18

VENDOR TOTAL: 49.18

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
OFFICEXP01	OFFICE EXPRESS, INC.	12/02/2024	569864	GEN	DESK SIGN & NAMEPLATES DANIELS, HARD	
79248	1280 E BIG BEAVER SUITE A	12/17/2024		N		105.60
11/26/2024	TROY MI, 48083	/ /	0.0000	N		0.00
		12/17/2024		N		105.60

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-215.000-955.000	SUNDRY	47.76
101-101.000-955.000	SUNDRY	45.28
101-702.000-955.000	SUNDRY	12.56
		105.60

VENDOR TOTAL: 105.60

OVERHEAD01	OVERHEAD DOOR OF WHITMORE LAKE	12/11/2024	1501914	GEN	PD REPAIR OF OVERHEAD GARAGE DOOR	
79390	11228 LEMEN INDUSTRIAL DR	12/17/2024	20250005	N		314.00
	SUITE D					
11/20/2024	WHITMORE LAKE MI, 48189	/ /	0.0000	N		0.00
		12/17/2024		Y		314.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-930.002	REPAIR OF OVERHEAD GARAGE DOOR	314.00	314.00

VENDOR TOTAL: 314.00

PINCAUTO01	PINCKNEY AUTO WASH, LLC	12/09/2024	120124	GEN	AUTO WASH 11.01-11.30.24	
79348	PO BOX 881	12/17/2024		N		150.00
	1090 E M-36					
12/01/2024	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		12/17/2024		Y		150.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-932.000	VEHICLE MAINTENANCE	132.00
206-000.000-932.000	VEHICLE MAINTENANCE	12.00
590-527.000-932.000	VEHICLE MAINTENANCE	6.00
		150.00

VENDOR TOTAL: 150.00

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

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

PITNEYBO01	PITNEY BOWES GLOBAL FINANCIAL	12/09/2024	1026522447	GEN	RED INK CARTRIDGE (3)	
79336	P.O. BOX 981022	12/17/2024		N		398.37
12/02/2024	BOSTON MA, 02298-1022	/ /	0.0000	N		0.00
		12/17/2024		Y		398.37

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-851.000	POSTAGE	398.37

VENDOR TOTAL: 398.37

POLABORCOU	POLICE OFFICER LABOR COUNCIL	12/04/2024	120424	GEN	DEC 2024 DUES	
79314	EXECUTIVE OFFICES	12/17/2024		N		848.00
	667 E. BIG BEAVER, SUITE 205					
12/04/2024	TROY MI, 48083	/ /	0.0000	N		0.00
		12/17/2024		N		848.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-231.100	DUE TO UNION DUES	848.00

VENDOR TOTAL: 848.00

POLICETECH	POLICE TECHNICAL	12/05/2024	21831	GEN	PD SOCIAL MEDIA INVESTIGATIONS LEED	
79333	647 OHIO STREET	12/17/2024	20240726	N		250.00
07/24/2024	TERRE HAUTE IN, 47807	/ /	0.0000	N		0.00
		12/17/2024		Y		250.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-916.000	SOCIAL MEDIA INVESTIGATIONS	250.00	250.00

VENDOR TOTAL: 250.00

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
PORTTOILTS	PORTABLE TOILET SERVICES LLC	12/09/2024	103466	GEN	11/24-12/21/24	
79340	4900 MCCARTHY DRIVE	12/17/2024		N		1,277.61
11/24/2024	MILFORD MI, 48381	/ /	0.0000	N		0.00
		12/17/2024		Y		1,277.61

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-800.000-942.000	PORTABLE TOILETS	925.93
101-751.000-942.000	PORTABLE TOILETS	351.68
		1,277.61

VENDOR TOTAL: 1,277.61

REDWINGSHO	RED WING BUSINESS ADVANTAGE ACCOUNT	12/10/2024	186107	GEN	B&G HARTMAN BOOTS	
79353	P.O. BOX 844329	12/17/2024		N		206.99
12/05/2024	DALLAS TX, 75284-4329	/ /	0.0000	N		0.00
		12/17/2024		N		206.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-768.000	UNIFORMS/ACCESSORIES	206.99

REDWINGSHO	RED WING BUSINESS ADVANTAGE ACCOUNT	12/10/2024	186179	GEN	B&G BICKLE BOOTS	
79352	P.O. BOX 844329	12/17/2024		N		206.99
12/05/2024	DALLAS TX, 75284-4329	/ /	0.0000	N		0.00
		12/17/2024		N		206.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-768.000	UNIFORMS/ACCESSORIES	206.99

VENDOR TOTAL: 413.98

SAFEKLEEN1	SAFETY-KLEEN SYSTEMS, INC.	12/11/2024	95926325	GEN	DPW PARTS SOLVENT	
79380	P.O. BOX 975201	12/17/2024		N		435.16
11/28/2024	DALLAS TX, 75397-5201	/ /	0.0000	N		0.00
		12/17/2024		N		435.16

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	435.16

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

Item 9.

DB: Hamburg

UNJOURNALIZED OPEN

BANK CODE: GEN

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

VENDOR TOTAL: 435.16

SAVAGE	SAVAGE TRAINING GROUP LLC	12/10/2024	11624	GEN	PD RESP TO NON-CRIM BARRICADE TRAINI	
79367	3141 STEVENS CREEK BLVD	12/30/2024	20240644	N		598.00
	#232					
11/06/2024	SAN JOSE CA, 95117	/ /	0.0000	N		0.00
		12/30/2024		Y		598.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-916.000	HOGAN	299.00	299.00
207-000.000-916.000	GARBACIK	299.00	299.00
		598.00	598.00

VENDOR TOTAL: 598.00

SPRINGFIEL	SPRINGFIELD URGENT CARE PLLC	12/09/2024	587930	GEN	FD ZALESKI EMPLOYMENT PHYSICAL	
79343	320 TOWN CENTER BLVD.	12/17/2024		N		1,153.82
	STE. C-101					
11/19/2024	WHITE LAKE MI, 48386-2183	/ /	0.0000	N		0.00
		12/17/2024		N		1,153.82

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-955.000	SUNDRY	1,153.82

VENDOR TOTAL: 1,153.82

LEIN01	STATE OF MICHIGAN	12/03/2024	551-647143	GEN	PD GATEWAY TO GATEWAY VPN CONNECTION	
79299	MI STATE POLICE - CASHIERS OFFICE	12/17/2024	20240714	N		387.00
	P.O. BOX 30266					
12/03/2024	LANSING MI, 48909	/ /	0.0000	N		0.00
		12/17/2024		N		387.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-933.300	VPN CONNECTION CHAARGES	387.00	387.00

VENDOR TOTAL: 387.00

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

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

STRYKMEDCL	STRYKER MEDICAL DIVISION	12/02/2024	9207719246	GEN	FD - LUCAS MACHINE #9207719246	
79242	21343 NETWORK PLACE	12/17/2024	20240700	N		18,441.32
11/11/2024	CHICAGO IL, 60673-1213	/ /	0.0000	Y		0.00
		12/17/2024		Y		18,441.32

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-754.000	LUCAS MACHINE	18,213.65	18,213.65
206-000.000-754.000	FREIGHT/HANDLING	227.67	227.67
		<u>18,441.32</u>	

STRYKMEDCL	STRYKER MEDICAL DIVISION	12/05/2024	9207817532	GEN	FD - LUCAS SUCTION CUP PACK #9207817	
79327	C/O STRYKER SALES COPORATION	12/17/2024	20240711	N		481.94
	P.O. BOX 93308					
11/21/2024	CHICAGO IL, 60673-330	/ /	0.0000	N		0.00
		12/17/2024		Y		481.94

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-754.000	LUCAS SUCTION CUP PACK	463.40	463.40
206-000.000-754.000	FREIGHT & HANDLING	18.54	18.54
		<u>481.94</u>	

STRYKMEDCL	STRYKER MEDICAL DIVISION	12/05/2024	9207821497	GEN	FD - LUCAS PROCARE SERVICES #9207821	
79328	C/O STRYKER SALES COPORATION	12/17/2024	20240723	N		5,844.60
	P.O. BOX 93308					
11/21/2024	CHICAGO IL, 60673-330	/ /	0.0000	N		0.00
		12/17/2024		Y		5,844.60

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-754.000	PROCARE SERVICES	5,844.60	5,844.60

STRYKMEDCL	STRYKER MEDICAL DIVISION	12/05/2024	9207829155	GEN	FD - LUCAS BATTERY CHARGER #92078291	
79329	C/O STRYKER SALES COPORATION	12/17/2024	20240712	N		1,132.04
	P.O. BOX 93308					
11/22/2024	CHICAGO IL, 60673-330	/ /	0.0000	N		0.00
		12/17/2024		Y		1,132.04

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-754.000	LUCAS BATTERY CHARGER	1,088.50	1,088.50
206-000.000-754.000	FREIGHT & HANDLING	43.54	43.54
		<u>1,132.04</u>	

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

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

1,132.04

STRYKMEDCL	STRYKER MEDICAL DIVISION	12/11/2024	9207886421	GEN	FD - LUCAS POWER SUPPLY WITH CORD #9	
79384	1901 ROMENCE RD PARKWAY	12/17/2024	20240735	N		358.18
11/29/2024	PORTAGE MI, 49002	/ /	0.0000	N		0.00
		12/17/2024		Y		358.18

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-754.000	LUCAS POWER SUPPLY W CORD	344.40	344.40
206-000.000-754.000	FREIGHT & HANDLING	13.78	13.78
		<u>358.18</u>	

VENDOR TOTAL: 26,258.08

DEADMANSUE	SUSAN DEADMAN	12/11/2024	121124	GEN	TREASURY -MILEAGE 07/11-12/11/24	
79374	263 RED MAPLE LN.	12/17/2024		N		184.42
12/11/2024	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		12/17/2024		N		184.42

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-253.000-861.000	MILEAGE	184.42

VENDOR TOTAL: 184.42

NYBLOWER	THE NEW YORK BLOWER COMPANY	12/03/2024	7776795	GEN	DPW CW BH SIZE 315 FRP RADIAL FUME E	
79298	7660 QUINCY ST	12/17/2024		N		8,289.00
11/27/2024	WILLOWBROOK IL, 60527	/ /	0.0000	N		0.00
		12/17/2024		N		8,289.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	8,289.00

NYBLOWER	THE NEW YORK BLOWER COMPANY	12/10/2024	7777251	GEN	FREIGHT FEE FOR NEW EXHAUST BLOWER	
79360	7660 QUINCY ST	12/17/2024		N		150.80
12/04/2024	WILLOWBROOK IL, 60527	/ /	0.0000	N		0.00
		12/17/2024		N		150.80

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	150.80

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

Item 9.

DB: Hamburg

UNJOURNALIZED OPEN

BANK CODE: GEN

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

VENDOR TOTAL: 8,439.80

TOSHIBA	TOSHIBA BUSINESS SOLUTIONS	12/11/2024	6443618	GEN	TWP 11/06-12/05/24	
79391	PO BOX 927	12/17/2024		N		46.24
12/03/2024	BUFFALO NY, 14240-0927	/ /	0.0000	N		0.00
		12/17/2024		Y		46.24

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	46.24

VENDOR TOTAL: 46.24

TRACTSUP01	TRACTOR SUPPLY CREDIT PLAN	12/09/2024	628752	GEN	B&G UNIFORMS	
79351	DEPT. 30 - 1203021934	12/17/2024		N		111.96
	PO BOX 78004	/ /	0.0000	N		0.00
12/05/2024	PHOENIX AZ, 85062-8004	12/17/2024		Y		111.96

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-768.000	GENE HARTMAN	55.98
101-265.000-768.000	DENNIS BICKLE	55.98

111.96

VENDOR TOTAL: 111.96

TLOLLC	TRANSUNION RISK AND ALTERNATIVE	12/03/2024	378853-202411-1	GEN	PD - TLO MONTHLY CHARGES 11/1 - 11/3	
79300	DATA SOLUTIONS, INC.	12/17/2024	20240713	N		75.00
	P.O. BOX 209047	/ /	0.0000	N		0.00
12/01/2024	DALLAS TX, 75320-9047	12/17/2024		N		75.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-801.000	NOVEMBER CHARGES	75.00	75.00

VENDOR TOTAL: 75.00

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

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

TRICOUNT01	TRI-COUNTY SUPPLY, INC.	12/02/2024	36684	GEN	PD CLEANING SUPPLIES	
79250	7109 DAN MCGUIRE DRIVE	12/17/2024	20240707	N		260.09
11/21/2024	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		12/17/2024		N		260.09

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-752.000	CLEANING SUPPLIES - BRANDY	260.09	260.09

VENDOR TOTAL: 260.09

TRUSTHEATN	TRUSTED HEATING & COOLING	12/09/2024	142564673	GEN	SEN CTR STOVE REPAIR	
79339	SOLUTIONS, INC.	12/17/2024		N		426.00
	4730 E. M-36					
12/04/2024	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		12/17/2024		Y		426.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-820.000-930.001	MAINTENANCE COMM CENTER	426.00

VENDOR TOTAL: 426.00

VORTEX CAR	VORTEX CAR WASH	12/10/2024	5	GEN	VEHICLE WASHES 07/09-11/21/2024	
79364	5590 E. M 36	12/17/2024		N		149.00
12/03/2024	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		12/17/2024		Y		149.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-932.000	VEHICLE MAINTENANCE	7.75
590-527.000-932.000	VEHICLE MAINTENANCE	141.25
		<u>149.00</u>

VENDOR TOTAL: 149.00

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

DB: Hamburg

UNJOURNALIZED OPEN

Item 9.

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
SUNOCOFI01	WEX BANK	12/02/2024	101433980	GEN	FD - FUEL CHARGES #101433980 NOV 202	
79251	P.O. BOX 4337	12/18/2024	20240704	N		1,943.34
11/30/2024	CAROL STREAM IL, 60197-4337	/ /	0.0000	N		0.00
		12/18/2024		N		1,943.34

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-759.000	FD FUEL CHARGES	1,943.34	1,943.34

VENDOR TOTAL: 1,943.34

SUNOCOTO01	WEX BANK	11/25/2024	101039432	GEN	TWP FUEL 10.24-11.23.2024	
79186	P.O. BOX 6293	12/19/2024		N		1,392.10
11/23/2024	CAROL STREAM IL, 60197	/ /	0.0000	N		0.00
		12/19/2024		N		1,392.10

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-759.000	VEHICLE FUEL	476.63
590-527.000-759.000	VEHICLE FUEL	689.58
101-275.000-759.000	VEHICLE FUEL	93.81
101-275.000-759.000	VEHICLE FUEL	132.08
		1,392.10

VENDOR TOTAL: 1,392.10

WRIGHTEX01	WEX FLEET UNIVERSAL	12/02/2024	101214783	GEN	PD FUEL FOR PATROL CARS - NOVEMBER C	
79252	WEX BANK	12/24/2024	20240702	N		4,074.40
11/30/2024	PO BOX 6293	/ /	0.0000	N		0.00
	CAROL STREAM IL, 60197-6293	12/24/2024		N		4,074.40

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-759.000	VEHICLE FUEL	4,074.40	4,074.40

VENDOR TOTAL: 4,074.40

User: MarcyM

EXP CHECK RUN DATES 12/01/2024 - 12/31/2024

Item 9.

DB: Hamburg

UNJOURNALIZED OPEN

BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
YOURMEM	YOURMEMBERSHIP.COM, INC	12/03/2024	R69752308	GEN	MML CLASSIFIED AD TWP MGR	
79301	9620 EXECUTIVE CENTER DR N #200	12/17/2024		N		20.00
11/07/2024	ST. PETERSBURG FL, 33702	/ /	0.0000	N		0.00
		12/17/2024		N		20.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-101.000-955.000	SUNDRY	20.00

VENDOR TOTAL: 20.00

TOTAL - ALL VENDORS: 361,084.65

Item 9.

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 General Fund							
Dept 000.000							
101-000.000-073.003	12/05/24	ALERUS RETIREMENT SOLUTIONS	401A	120524	12/06/24	1,407.18	
101-000.000-228.010	12/04/24	MICHIGAN STATE DISBURSEMENT UN	CASE #810013564 PAYROLL 11/18-12/01	120424	12/17/24	59.08	
101-000.000-228.010	12/04/24	MICHIGAN STATE DISBURSEMENT UN	CASE# 912854739 PAYROLL 11/18-12/01	120424	12/17/24	380.46	
101-000.000-231.100	12/04/24	POLICE OFFICER LABOR COUNCIL	DEC 2024 DUES	120424	12/17/24	848.00	
101-000.000-231.500	12/05/24	ALERUS RETIREMENT SOLUTIONS	457	120524	12/06/24	20,013.32	
101-000.000-239.000	12/01/24	AMAZON CAPITAL SERVICES	11/01-11/30/2021	1VTF-4C4L-4GNC	12/17/24	561.22	
101-000.000-239.000	12/05/24	FLAGSTAR BANK, FSB	11.05.2024-12.04.2024	120524	12/30/24	1,177.90	
101-000.000-239.700	12/05/24	FLAGSTAR BANK, FSB	11.05.2024-12.04.2024	120524	12/30/24	62.97	
Total For Dept 000.000						24,510.13	
Dept 101.000 Township Board							
101-101.000-955.000	11/26/24	OFFICE EXPRESS, INC.	DESK SIGN & NAMEPLATES DANIELS, HAR	569864	12/17/24	45.28	
101-101.000-955.000	11/07/24	YOURMEMBERSHIP.COM, INC	MML CLASSIFIED AD TWP MGR	R69752308	12/17/24	20.00	
Total For Dept 101.000 Township Board						65.28	
Dept 171.000 Township Supervisor							
101-171.000-716.000	12/05/24	ALERUS RETIREMENT SOLUTIONS	401A	120524	12/06/24	477.71	
Total For Dept 171.000 Township Supervisor						477.71	
Dept 201.000 ACCOUNTING							
101-201.000-716.000	12/05/24	ALERUS RETIREMENT SOLUTIONS	401A	120524	12/06/24	1,087.81	
Total For Dept 201.000 ACCOUNTING						1,087.81	
Dept 215.000 CLERK'S OFFICE							
101-215.000-716.000	12/05/24	ALERUS RETIREMENT SOLUTIONS	401A	120524	12/06/24	843.23	
101-215.000-861.000	12/11/24	JENNIFER DANIELS	REIMBURSE ELECTION EXPENSE/MILEAGE	121124	12/17/24	144.77	
101-215.000-910.000	12/05/24	FLAGSTAR BANK, FSB	11.05.2024-12.04.2024	120524	12/30/24	766.30	
101-215.000-955.000	11/26/24	OFFICE EXPRESS, INC.	DESK SIGN & NAMEPLATES DANIELS, HAR	569864	12/17/24	47.76	
Total For Dept 215.000 CLERK'S OFFICE						1,802.06	
Dept 228.000 TECHNICAL/UTILITIES SERVICES							
101-228.000-716.000	12/05/24	ALERUS RETIREMENT SOLUTIONS	401A	120524	12/06/24	550.40	
Total For Dept 228.000 TECHNICAL/UTILITIES SERVI						550.40	
Dept 229.000 COMPUTER/CABLE							
101-229.000-933.000	12/02/24	ENVIRONMENTAL SYSTEMS RESEARCH	ANNUAL GIS SOFTWARE MAINTENANCE - Q	94854782	12/17/24	5,915.00	
101-229.000-980.000	12/04/24	GREAT LAKES MULTIMEDIA SUPPLY,	COMPUTER/CABLE MICROPHONES (4), 2 CH.	805551	12/17/24	6,601.96	
Total For Dept 229.000 COMPUTER/CABLE						12,516.96	
Dept 253.000 Treasurer							
101-253.000-716.000	12/05/24	ALERUS RETIREMENT SOLUTIONS	401A	120524	12/06/24	422.85	
101-253.000-861.000	12/11/24	SUSAN DEADMAN	TREASURY -MILEAGE 07/11-12/11/24	121124	12/17/24	184.42	
101-253.000-958.000	12/03/24	MICHIGAN MUNICIPAL TREASURERS	MEMBERSHIP 01/01/25-12/31/2025	10856	12/17/24	396.00	
Total For Dept 253.000 Treasurer						1,003.27	
Dept 262.000 Elections							
101-262.000-716.000	12/05/24	ALERUS RETIREMENT SOLUTIONS	401A	120524	12/06/24	597.42	
101-262.000-752.001	11/22/24	ELECTION SOURCE	FULL SERVICE TESTING ADA SYSTEM	24-15979	12/17/24	5,096.00	
101-262.000-752.001	12/11/24	JENNIFER DANIELS	REIMBURSE ELECTION EXPENSE/MILEAGE	121124	12/17/24	30.40	
101-262.000-752.001	11/22/24	LIVINGSTON COUNTY CLERK, ELEC	PROGRAMMING/PUBLICATIONS/LABOR/SUPP	13685	12/17/24	3,920.86	
101-262.000-910.000	11/01/24	ELECTION CENTER	DOLAN-BLUE MEMBER/KUZNER ASSOCIATE/	247374001	12/17/24	597.00	
101-262.000-955.000	12/10/24	LIV. CO. MUNICIPAL CLERKS ASSC	CLERK LUNCHEON 7 PARTICIPANTS	12102024	12/17/24	161.00	
Total For Dept 262.000 Elections						10,402.68	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 General Fund							
Dept 265.000 Township Buildings							
101-265.000-716.000	12/05/24	ALERUS RETIREMENT SOLUTIONS	401A	120524	12/06/24	553.78	
101-265.000-759.000	11/23/24	WEX BANK	TWP FUEL 10.24-11.23.2024	101039432	12/19/24	476.63	
101-265.000-768.000	12/05/24	RED WING BUSINESS ADVANTAGE AC	B&G BICKLE BOOTS	186179	12/17/24	206.99	
101-265.000-768.000	12/05/24	RED WING BUSINESS ADVANTAGE AC	B&G HARTMAN BOOTS	186107	12/17/24	206.99	
101-265.000-768.000	12/05/24	TRACTOR SUPPLY CREDIT PLAN	B&G UNIFORMS	628752	12/17/24	111.96	
101-265.000-801.000	12/07/24	JAYS ASSURED PEST CONTROL LLC	MONTHLY SERVICE DEC 2024	6804	12/17/24	32.50	
101-265.000-920.000	11/21/24	DTE ENERGY	9100 086 3167 3 TWP 10/24-11/21/24	120224	12/18/24	1,228.71	
101-265.000-920.000	11/21/24	DTE ENERGY	9100 139 0346 3 PACKER STATION 10/2	120224	12/18/24	171.15	
101-265.000-930.000	11/09/24	ALAN'S ASPHALT MAINTENANCE, IN	TWP & SEN CTR SEAL COATING/HOT RUBB	00668	12/17/24	1,750.00	
101-265.000-931.000	12/06/24	HUTSON, INC.	B&G BALL 4WD GRINDING-REPAIRED	10709319	12/17/24	3,851.98	
101-265.000-932.000	12/03/24	VORTEX CAR WASH	VEHICLE WASHES 07/09-11/21/2024	5	12/17/24	7.75	
Total For Dept 265.000 Township Buildings						8,598.44	
Dept 275.000 OTHER EXPENSES							
101-275.000-752.000	12/02/24	ADVANCED WATER TREATMENT, INC.	TWP BOTTLED WATER (3)	41400224	12/17/24	17.97	
101-275.000-752.000	12/01/24	AMAZON CAPITAL SERVICES	11/01-11/30/2021	1VTF-4C4L-4GNC	12/17/24	30.22	
101-275.000-752.000	12/05/24	APPLIED INNOVATION	12/05/24-01/04/2025	2682807	12/17/24	198.44	
101-275.000-752.000	11/26/24	CDW GOVERNMENT, INC.	TWP SAMSUNG T7 SHIELD USB (3)	AB7EZ5L	12/17/24	728.97	
101-275.000-752.000	12/03/24	TOSHIBA BUSINESS SOLUTIONS	TWP 11/06-12/05/24	6443618	12/17/24	46.24	
101-275.000-759.000	11/23/24	WEX BANK	TWP FUEL 10.24-11.23.2024	101039432	12/19/24	225.89	
101-275.000-840.000	12/02/24	MICHIGAN MUNICIPAL RISK	M0001291 07/01/24-07/01/2025 R0001	120224	12/17/24	20,758.27	
101-275.000-851.000	12/02/24	PITNEY BOWES GLOBAL FINANCIAL	RED INK CARTRIDGE (3)	1026522447	12/17/24	398.37	
101-275.000-853.000	12/01/24	CHARTER COMMUNICATIONS	12/01-12/31/2024	005447401120124	12/18/24	331.05	
101-275.000-955.000	12/06/24	HAMBURG TWP TREASURER	WCA DONATION FOR HOLIDAY GIFTS/ SUP	120624	12/06/24	2,000.00	
101-275.000-955.000	12/02/24	ELECTROCYCLE, INC.	ONSITE DESTRUCTION (2) 95 GAL TOTER	58027	12/17/24	53.00	
101-275.000-955.000	12/04/24	HAMBURG TOWNSHIP TREASURER	HIAWATHA DR WINTER TAX 4715-23-306-	120424	12/17/24	182.39	
101-275.000-955.000	12/04/24	HAMBURG TOWNSHIP TREASURER	GWORTH AVE WINTER TAX 4715-13-305-0	120424	12/17/24	117.10	
101-275.000-955.000	12/04/24	HAMBURG TOWNSHIP TREASURER	LONGWORTH AVE WINTER TAX 4715-13-30	120424	12/17/24	161.18	
Total For Dept 275.000 OTHER EXPENSES						25,249.09	
Dept 702.000 PLANNING AND ZONING							
101-702.000-716.000	12/05/24	ALERUS RETIREMENT SOLUTIONS	401A	120524	12/06/24	633.82	
101-702.000-910.000	12/05/24	FLAGSTAR BANK, FSB	11.05.2024-12.04.2024	120524	12/30/24	125.00	
101-702.000-955.000	11/26/24	OFFICE EXPRESS, INC.	DESK SIGN & NAMEPLATES DANIELS, HAR	569864	12/17/24	12.56	
Total For Dept 702.000 PLANNING AND ZONING						771.38	
Dept 751.000 Recreation Board							
101-751.000-716.000	12/05/24	ALERUS RETIREMENT SOLUTIONS	401A	120524	12/06/24	204.36	
101-751.000-920.000	11/21/24	DTE ENERGY	9100 122 7190 4 MERRILL FIELD 10/24	120224	12/18/24	20.59	
101-751.000-920.000	11/21/24	DTE ENERGY	9100 081 1689 9 SCOOPER FIELD 10/24-	120224	12/18/24	52.50	
101-751.000-920.000	11/21/24	DTE ENERGY	9100 081 1673 3 SOCCER FIELD 10/24-	120224	12/18/24	76.74	
101-751.000-920.000	11/21/24	DTE ENERGY	9100 160 2734 4 3490 E M36 10/24-11	120224	12/18/24	45.43	
101-751.000-930.005	12/04/24	HAMBURG TOWNSHIP TREASURER	WINTER TAX 4715-25-101-088 WINKLEHA	120424	12/17/24	537.81	
101-751.000-942.000	11/24/24	PORTABLE TOILET SERVICES LLC	11/24-12/21/24	103466	12/17/24	351.68	
Total For Dept 751.000 Recreation Board						1,289.11	
Dept 800.000 LAKELAND TRAIL							
101-800.000-942.000	11/24/24	PORTABLE TOILET SERVICES LLC	11/24-12/21/24	103466	12/17/24	925.93	
101-800.000-955.000	10/29/24	JOSEPH HINES	FD/TWP - WAYSIDE EXHIBIT ENGINE 41	102924	12/17/24	518.75	
101-800.000-980.000	12/04/24	BOB MYERS EXCAVATING INC	PETTYSVILLE PARKING SITTING AREA LA	2024-331	12/17/24	3,150.00	
Total For Dept 800.000 LAKELAND TRAIL						4,594.68	
Dept 820.000 SENIOR CENTER							

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 General Fund							
Dept 820.000 SENIOR CENTER							
101-820.000-716.000	12/05/24	ALERUS RETIREMENT SOLUTIONS	401A	120524	12/06/24	339.66	
101-820.000-801.000	12/07/24	JAYS ASSURED PEST CONTROL LLC	MONTHLY SERVICE DEC 2024	6804	12/17/24	32.50	
101-820.000-804.000	12/01/24	AMAZON CAPITAL SERVICES	11/01-11/30/2021	1VTF-4C4L-4GNC	12/17/24	183.64	
101-820.000-804.000	12/05/24	FLAGSTAR BANK, FSB	11.05.2024-12.04.2024	120524	12/30/24	149.90	
101-820.000-920.000	11/21/24	DTE ENERGY	9100 095 9768 3 SEN CTR 10/24-11/21	120224	12/18/24	452.82	
101-820.000-930.001	11/09/24	ALAN'S ASPHALT MAINTENANCE, IN	TWP & SEN CTR SEAL COATING/HOT RUBB	00668	12/17/24	1,750.00	
101-820.000-930.001	12/04/24	TRUSTED HEATING & COOLING	SEN CTR STOVE REPAIR	142564673	12/17/24	426.00	
101-820.000-955.000	12/02/24	ELECTROCYCLE, INC.	SEN CTR ON SITE DESTRUCTION	58030	12/17/24	40.00	
Total For Dept 820.000 SENIOR CENTER						3,374.52	
Total For Fund 101 General Fund						96,293.52	
Fund 206 Fire Fund							
Dept 000.000							
206-000.000-716.000	12/05/24	ALERUS RETIREMENT SOLUTIONS	401A	120524	12/06/24	4,611.84	
206-000.000-752.000	12/01/24	AMAZON CAPITAL SERVICES	11/01-11/30/2021	1VTF-4C4L-4GNC	12/17/24	876.88	
206-000.000-752.000	12/06/24	LAKELAND ACE HARDWARE, INC.	FD - STATION SUPPLIES #12225/1	1906825	12/17/24	24.77	
206-000.000-754.000	11/11/24	STRYKER MEDICAL DIVISION	FD - LUCAS MACHINE #9207719246	9207719246	12/17/24	18,441.32	
206-000.000-754.000	11/21/24	STRYKER MEDICAL DIVISION	FD - LUCAS SUCTION CUP PACK #920781	9207817532	12/17/24	481.94	
206-000.000-754.000	11/21/24	STRYKER MEDICAL DIVISION	FD - LUCAS PROCARE SERVICES #920782	9207821497	12/17/24	5,844.60	
206-000.000-754.000	11/22/24	STRYKER MEDICAL DIVISION	FD - LUCAS BATTERY CHARGER #9207829	9207829155	12/17/24	1,132.04	
206-000.000-754.000	11/29/24	STRYKER MEDICAL DIVISION	FD - LUCAS POWER SUPPLY WITH CORD #	9207886421	12/17/24	358.18	
206-000.000-759.000	11/30/24	WEX BANK	FD - FUEL CHARGES #101433980 NOV 20	101433980	12/18/24	1,943.34	
206-000.000-768.000	11/26/24	HURON VALLEY GUNS, LLC	FD- EMBROIDERY FOR UNIFORM #219538	219538	12/17/24	15.00	
206-000.000-768.000	12/02/24	J. J. JINKLEHEIMER & CO. INC.	FD - UNIFORM POLOS & EMBROIDERY #92	92590	12/17/24	463.41	
206-000.000-768.000	12/02/24	J. J. JINKLEHEIMER & CO. INC.	FD - UNIFORM POLOS & EMBROIDER #925	92591	12/17/24	314.94	
206-000.000-801.000	12/07/24	JAYS ASSURED PEST CONTROL LLC	MONTHLY SERVICE DEC 2024	6804	12/17/24	125.00	
206-000.000-801.000	12/05/24	FLAGSTAR BANK, FSB	11.05.2024-12.04.2024	120524	12/30/24	145.98	
206-000.000-840.000	12/02/24	MICHIGAN MUNICIPAL RISK	M0001291 07/01/24-07/01/2025 R0001	120224	12/17/24	34,696.92	
206-000.000-843.100	11/29/24	ALPHA PSYCHOLOGICAL SERVICES,	FD - PSYCHOLOGICAL ASSESSMENT - ZAL	120424	12/17/24	375.00	
206-000.000-853.000	11/11/24	AT&T MOBILITY	PD/FD CELL PHONE CHARGES SEPT 12 -	287318496818X111	12/05/24	219.81	
206-000.000-916.000	11/18/24	BRIGHTON AREA FIRE AUTHORITY	FD - FIRE/EMT CLASS & FFI & II ONLY	0000000424	12/17/24	8,500.00	
206-000.000-916.000	12/05/24	FLAGSTAR BANK, FSB	11.05.2024-12.04.2024	120524	12/30/24	175.00	
206-000.000-916.500	12/01/24	AMAZON CAPITAL SERVICES	11/01-11/30/2021	1VTF-4C4L-4GNC	12/17/24	940.38	
206-000.000-920.000	11/21/24	DTE ENERGY	9100 086 3118 6 STRAWBERRY LK SIREN	120224	12/18/24	17.66	
206-000.000-920.000	11/21/24	DTE ENERGY	9100 086 3133 5 FD#11 10/24-11/21/2	120224	12/18/24	963.29	
206-000.000-920.100	11/21/24	DTE ENERGY	9100 086 3118 6 STRAWBERRY LK SIREN	120224	12/18/24	17.66	
206-000.000-930.003	12/01/24	ALLSTAR ALARM, LLC	FD - ALARM MONITORING STA 12 #4103	410375	12/17/24	336.96	
206-000.000-930.003	12/01/24	AMAZON CAPITAL SERVICES	11/01-11/30/2021	1VTF-4C4L-4GNC	12/17/24	249.00	
206-000.000-930.003	12/09/24	FRONTIER SERVICE PARTNERS INC	FD - STA 11 DIAGNOSTIC FEE, HVAC #1	105098438	12/17/24	140.00	
206-000.000-930.003	12/09/24	FRONTIER SERVICE PARTNERS INC	FD - REPLACE INDUCER MOTOR IN TUBE	104584254	12/17/24	485.55	
206-000.000-930.003	11/25/24	FRONTIER SERVICE PARTNERS INC	FD - HVAC SERVICE/DIAGNOSTIC FEE #1	104210632	12/17/24	140.00	
206-000.000-930.003	12/05/24	LYON STRIPING	FD - LAYOUT AND STRIPING FOR NEW CO	QT-000001	12/17/24	750.00	
206-000.000-930.003	12/05/24	FLAGSTAR BANK, FSB	11.05.2024-12.04.2024	120524	12/30/24	89.00	
206-000.000-932.000	12/01/24	AMAZON CAPITAL SERVICES	11/01-11/30/2021	1VTF-4C4L-4GNC	12/17/24	9.88	
206-000.000-932.000	12/01/24	PINCKNEY AUTO WASH, LLC	AUTO WASH 11.01-11.30.24	120124	12/17/24	12.00	
206-000.000-955.000	11/19/24	SPRINGFIELD URGENT CARE PLLC	FD ZALESKI EMPLOYMENT PHYSICAL	587930	12/17/24	1,153.82	
206-000.000-958.000	12/03/24	MI CHAPTER OF THE INTERNATIONAL	FD - MEMBERSHIP FEE IAAI, INTN'L AS	1228	12/17/24	25.00	
206-000.000-958.000	12/03/24	MICHIGAN FIRE INSPECTORS SOCI	FD - MI FIRE INSPECTORS SOCIETY MEM	2821	12/17/24	40.00	
206-000.000-958.000	12/05/24	FLAGSTAR BANK, FSB	11.05.2024-12.04.2024	120524	12/30/24	96.00	
206-000.000-967.000	10/29/24	JOSEPH HINES	FD/TWP - WAYSIDE EXHIBIT ENGINE 41	102924	12/17/24	518.75	
206-000.000-980.000	11/25/24	MALLORY SAFETY AND SUPPLY	FD - 2024 FIREHOUSE GRANT - RESCUE	6042014	12/17/24	20,680.00	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 206 Fire Fund							
Dept 000.000							
Total For Dept 000.000						105,410.92	
Total For Fund 206 Fire Fund						105,410.92	
Fund 207 Police Fund							
Dept 000.000							
207-000.000-716.000	12/05/24	ALERUS RETIREMENT SOLUTIONS	401A	120524	12/06/24	4,049.13	
207-000.000-752.000	12/01/24	AMAZON CAPITAL SERVICES	11/01-11/30/2021	1VTF-4C4L-4GNC	12/17/24	645.67	
207-000.000-752.000	12/09/24	COMPLETE BATTERY SOURCE, INC.	PD 15 BATTERIES	436346BRI	12/17/24	93.90	
207-000.000-752.000	12/09/24	IMAGE BUSINESS SOLUTIONS, INC	PD 11/09-12/08/24	271380	12/17/24	61.62	
207-000.000-752.000	11/21/24	TRI-COUNTY SUPPLY, INC.	PD CLEANING SUPPLIES	36684	12/17/24	260.09	
207-000.000-752.100	12/02/24	KIESLER POLICE SUPPLY, INC.	PD AMMO FEDERAL TACTICAL BONDED TIP	SI105250	12/17/24	470.02	
207-000.000-752.100	12/10/24	MICHIGAN AMMO LLC	PD AMMO-45 CAL/223-55/9MM/40CAL	2962	12/17/24	8,040.00	
207-000.000-759.000	11/30/24	WEX FLEET UNIVERSAL	PD FUEL FOR PATROL CARS - NOVEMBER	101214783	12/24/24	4,074.40	
207-000.000-768.000	11/19/24	HURON VALLEY GUNS, LLC	PD - UNIFORM ACCESSORIES #218741	218741	12/17/24	281.89	
207-000.000-768.000	11/19/24	HURON VALLEY GUNS, LLC	PD - UNIFORM ALTERATIONS & SHIRTS #	218785	12/17/24	137.98	
207-000.000-768.000	11/19/24	HURON VALLEY GUNS, LLC	PD - ALTERATIONS & UNIFORM ITEMS #2	218787	12/17/24	208.97	
207-000.000-768.000	12/03/24	HURON VALLEY GUNS, LLC	PD UNIFORM ALTERATIONS FOR LOCKE	220327	12/17/24	77.99	
207-000.000-768.000	12/04/24	HURON VALLEY GUNS, LLC	PD UNIFORM ALTERATIONS FOR FISCHHAB	220355	12/17/24	103.99	
207-000.000-768.000	12/04/24	HURON VALLEY GUNS, LLC	PD UNIFORM ALTERATIONS FOR KOZOWICZ	220356	12/17/24	103.99	
207-000.000-768.000	12/05/24	HURON VALLEY GUNS, LLC	PD UNIFORM SHIRT HOGAN	220478	12/17/24	94.99	
207-000.000-801.000	11/30/24	CRH OHIO LTD	PD WATER FILTER EQUIPMENT 12/01-12/	938331	12/17/24	70.00	
207-000.000-801.000	12/07/24	JAYS ASSURED PEST CONTROL LLC	MONTHLY SERVICE DEC 2024	6804	12/17/24	78.00	
207-000.000-801.000	12/01/24	TRANSUNION RISK AND ALTERNATIVE	PD - TLO MONTHLY CHARGES 11/1 - 11/	378853-202411-1	12/17/24	75.00	
207-000.000-840.000	12/02/24	MICHIGAN MUNICIPAL RISK	M0001291 07/01/24-07/01/2025 R0001	120224	12/17/24	69,188.57	
207-000.000-853.000	11/11/24	AT&T MOBILITY	PD/FD CELL PHONE CHARGES SEPT 12 -	287318496818X111	12/05/24	597.06	
207-000.000-853.000	12/01/24	CHARTER COMMUNICATIONS	PD SPECTRUM CABLE MONTHLY CHARGES D	005447501120124	12/18/24	216.42	
207-000.000-916.000	07/24/24	POLICE TECHNICAL	PD SOCIAL MEDIA INVESTIGATIONS LEE	21831	12/17/24	250.00	
207-000.000-916.000	11/06/24	SAVAGE TRAINING GROUP LLC	PD RESP TO NON-CRIM BARRICADE TRAIN	11624	12/30/24	598.00	
207-000.000-920.000	11/21/24	DTE ENERGY	9100 160 2711 2 PD10/24-11/21/24	120224	12/18/24	1,264.66	
207-000.000-930.002	11/20/24	OVERHEAD DOOR OF WHITMORE LAKE	PD REPAIR OF OVERHEAD GARAGE DOOR	1501914	12/17/24	314.00	
207-000.000-932.000	12/01/24	AMAZON CAPITAL SERVICES	11/01-11/30/2021	1VTF-4C4L-4GNC	12/17/24	186.67	
207-000.000-932.000	11/29/24	CORRIGAN TOWING	PD - VEHICLE MAINTENANCE MRAP #IN50	IN50-0034306	12/17/24	339.43	
207-000.000-932.000	10/10/24	GENESIS CDJR OF PINCKNEY LLC	PD OIL CHG, INSP, TIRE ROTATION 202	500499	12/17/24	105.93	
207-000.000-932.000	11/05/24	GENESIS CDJR OF PINCKNEY LLC	PD VEH MAINT PWR STEERING, REPLACED	501086	12/17/24	555.95	
207-000.000-932.000	12/10/24	GENESIS CDJR OF PINCKNEY LLC	PD MAINT ON 21 DODGE DURANGO REAR H	501807	12/17/24	232.18	
207-000.000-932.000	12/01/24	PINCKNEY AUTO WASH, LLC	AUTO WASH 11.01-11.30.24	120124	12/17/24	132.00	
207-000.000-933.000	11/30/24	MOTOROLA SOLUTIONS INC.	PD VIDEOMANAGER EL, IN -CAR VIDEO S	1411146720	12/17/24	195.00	
207-000.000-933.300	12/03/24	STATE OF MICHIGAN	PD GATEWAY TO GATEWAY VPN CONNECTIO	551-647143	12/17/24	387.00	
207-000.000-967.000	12/05/24	FLAGSTAR BANK, FSB	11.05.2024-12.04.2024	120524	12/30/24	216.00	
207-000.000-980.000	12/10/24	DELL MARKETING L.P.	PD-MCT COMPUTER FOR 7005 DELL PRO R	10788280683	12/17/24	3,205.05	
Total For Dept 000.000						96,911.55	
Total For Fund 207 Police Fund						96,911.55	
Fund 280 Island Shore/Schlenker SAD							
Dept 000.000							
280-000.000-802.000	12/04/24	BOB MYERS EXCAVATING INC	ISLAND SHORE/SCHLENKER GRADING /30	2024-333	12/17/24	1,780.00	
Total For Dept 000.000						1,780.00	
Total For Fund 280 Island Shore/Schlenker SAD						1,780.00	
Fund 283 KINGSTON DRIVE MAINTENANCE SAD							
Dept 000.000							

Item 9.

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 283 KINGSTON DRIVE MAINTENANCE SAD							
Dept 000.000							
283-000.000-802.000	12/04/24	BOB MYERS EXCAVATING INC	KINGSTON DR HALF GRADING/60 YDS	2024-332	12/17/24	2,785.00	
						Total For Dept 000.000	2,785.00
						Total For Fund 283 KINGSTON DRIVE MAINTENANCE SAD	2,785.00
Fund 590 SEWER FUND							
Dept 000.000							
590-000.000-198.086	12/10/24	C & E CONSTRUCTION CO., INC.	GRINDER PUMP INSTALL 9855 GALATIAN	3014	12/17/24	10,039.49	
						Total For Dept 000.000	10,039.49
Dept 527.000 SEWER OPERATING							
590-527.000-676.000	12/05/24	FLAGSTAR BANK, FSB	11.05.2024-12.04.2024	120524	12/30/24	(104.91)	
590-527.000-716.000	12/05/24	ALERUS RETIREMENT SOLUTIONS	401A	120524	12/06/24	3,032.55	
590-527.000-752.000	12/01/24	AMAZON CAPITAL SERVICES	11/01-11/30/2021	1VTF-4C4L-4GNC	12/17/24	298.38	
590-527.000-752.000	12/06/24	FASTENAL COMPANY	DPW 5/16-18S/S NYLOCK (1000)	MIDE6167132	12/17/24	295.62	
590-527.000-752.000	12/03/24	GFG INSTRUMENTATION INC.	DPW -BENCH FEE/FILTER KIT/SENSOR/FR.	SVINV00533	12/17/24	326.00	
590-527.000-752.000	10/29/24	NORTHWEST PIPE & SUPPLY, INC.	DPW 2" ALG TRAP	55231	12/17/24	49.18	
590-527.000-752.000	11/28/24	SAFETY-KLEEN SYSTEMS, INC.	DPW PARTS SOLVENT	95926325	12/17/24	435.16	
590-527.000-759.000	11/23/24	WEX BANK	TWP FUEL 10.24-11.23.2024	101039432	12/19/24	689.58	
590-527.000-840.000	12/02/24	MICHIGAN MUNICIPAL RISK	M0001291 07/01/24-07/01/2025 R0001	120224	12/17/24	15,353.24	
590-527.000-920.000	11/21/24	DTE ENERGY	9100 146 5433 9 5450 EDGELAKE 10/24	120224	12/18/24	17.62	
590-527.000-920.000	11/21/24	DTE ENERGY	9200 190 0961 1 9464 KRESS 10/24-11	120224	12/18/24	797.60	
590-527.000-920.000	11/25/24	DTE ENERGY	9100 114 4947 7 4498 CORDLEY LK RD	120224	12/19/24	33.11	
590-527.000-920.000	11/25/24	DTE ENERGY	9100 160 2723 7 4320 CORDLEY LK RD	120224	12/19/24	221.43	
590-527.000-920.000	12/02/24	DTE ENERGY	9200 189 1753 3 9251 REGENCY BLVD 1	121024	12/27/24	63.65	
590-527.000-921.000	11/27/24	CONSUMERS ENERGY	1030 4914 0678 10090 HAMBURG RD10/2	203678535922	12/27/24	20.38	
590-527.000-932.000	12/01/24	PINCKNEY AUTO WASH, LLC	AUTO WASH 11.01-11.30.24	120124	12/17/24	6.00	
590-527.000-932.000	12/03/24	VORTEX CAR WASH	VEHICLE WASHES 07/09-11/21/2024	5	12/17/24	141.25	
590-527.000-934.100	12/05/24	HP ELECTRIC	DPW KRESS RD PUMP AFTER HOURS CALL	3068	12/17/24	525.00	
590-527.000-934.100	12/10/24	MCNAUGHTON-MCKAY ELECTRIC CO.	DPW CIRCUIT BREAKER/CONTACTOR	25245336-00	12/17/24	707.31	
590-527.000-980.000	12/04/24	THE NEW YORK BLOWER COMPANY	FREIGHT FEE FOR NEW EXHAUST BLOWER	7777251	12/17/24	150.80	
590-527.000-980.000	11/27/24	THE NEW YORK BLOWER COMPANY	DPW CW BH SIZE 315 FRP RADIAL FUME	7776795	12/17/24	8,289.00	
						Total For Dept 527.000 SEWER OPERATING	31,347.97
Dept 537.000							
590-537.000-920.000	11/21/24	DTE ENERGY	9100 086 3078 2 WWTP 10/24-11/21/24	120224	12/18/24	6,215.98	
590-537.000-931.000	11/20/24	FILPRO CORP	WWTP FP10-167 (10), FP10-489 (6)	65778	12/17/24	731.52	
590-537.000-934.100	12/05/24	CORE ELECTRIC COMPANY INC	WWTP 60851 BALDOR 4HP	13782	12/17/24	1,440.00	
590-537.000-952.000	11/27/24	MERIT LABORATORIES	HAMBURG	67700	12/17/24	576.00	
590-537.000-952.100	11/27/24	MERIT LABORATORIES	PORTAGE LAKE	67701	12/17/24	496.00	
						Total For Dept 537.000	9,459.50
						Total For Fund 590 SEWER FUND	50,846.96
Fund 703 Winter Tax Collection Fund							
Dept 000.000							
703-000.000-214.300	12/11/24	ANGELA & MICHAEL WINNETT	REIMBURSE SUMMER TAX DUE TO VETERAN	121124	12/17/24	18.51	
703-000.000-214.300	12/11/24	EDWARD W. FORD	REIMBURSE SUMMER TAX DUE TO VETERAN	121124	12/17/24	13.70	
703-000.000-214.300	12/11/24	JOHN H. & DENISE NALEPA	REIMBURSE SUMMER TAX DUE TO VETERAN	121124	12/17/24	10.42	
703-000.000-214.300	12/11/24	MARK VANBOCKLAER	REIMBURSE SUMMER TAX DUE TO VETERAN	121124	12/17/24	27.21	
703-000.000-222.101	12/11/24	ANGELA & MICHAEL WINNETT	REIMBURSE SUMMER TAX DUE TO VETERAN	121124	12/17/24	643.34	
703-000.000-222.101	12/11/24	EDWARD W. FORD	REIMBURSE SUMMER TAX DUE TO VETERAN	121124	12/17/24	476.27	
703-000.000-222.101	12/11/24	JOHN H. & DENISE NALEPA	REIMBURSE SUMMER TAX DUE TO VETERAN	121124	12/17/24	362.36	

Item 9.

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 703 Winter Tax Collection Fund							
Dept 000.000							
703-000.000-222.101	12/11/24	MARK VANBOCXLAER	REIMBURSE SUMMER TAX DUE TO VETERAN	121124	12/17/24	703.05	
703-000.000-222.500	12/11/24	ANGELA & MICHAEL WINNETT	REIMBURSE SUMMER TAX DUE TO VETERAN	121124	12/17/24	1,208.28	
703-000.000-222.500	12/11/24	EDWARD W. FORD	REIMBURSE SUMMER TAX DUE TO VETERAN	121124	12/17/24	894.49	
703-000.000-222.500	12/11/24	JOHN H. & DENISE NALEPA	REIMBURSE SUMMER TAX DUE TO VETERAN	121124	12/17/24	680.55	
703-000.000-222.500	12/11/24	MARK VANBOCXLAER	REIMBURSE SUMMER TAX DUE TO VETERAN	121124	12/17/24	1,320.42	
703-000.000-234.101	12/11/24	MARK VANBOCXLAER	REIMBURSE SUMMER TAX DUE TO VETERAN	121124	12/17/24	698.10	
Total For Dept 000.000						7,056.70	
Total For Fund 703 Winter Tax Collection Fund						7,056.70	

Item 9.

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #	
Fund Totals:								
			Fund 101 General Fund			96,293.52		
			Fund 206 Fire Fund			105,410.92		
			Fund 207 Police Fund			96,911.55		
			Fund 280 Island Shore/Schlenker SAD			1,780.00		
			Fund 283 KINGSTON DRIVE MAINTENANCE S			2,785.00		
			Fund 590 SEWER FUND			50,846.96		
			Fund 703 Winter Tax Collection Fund			7,056.70		
Total For All Funds:							361,084.65	
--- TOTALS BY GL DISTRIBUTION ---								
		101-000.000-073.003	RETIREMENT - LIBRARY			1,407.18		
		101-000.000-228.010	MI CHILD SUPPORT WITHHOLDING			439.54		
		101-000.000-231.100	DUE TO UNION DUES			848.00		
		101-000.000-231.500	DEFERRED COMPENSATION/457			20,013.32		
		101-000.000-239.000	SENIOR CENTER DONATIONS			1,739.12		
		101-000.000-239.700	SENIOR CENTER LUNCH PROGRAM			62.97		
		101-101.000-955.000	SUNDRY			65.28		
		101-171.000-716.000	DEFINED CONTRIBUTION			477.71		
		101-201.000-716.000	DEFINED CONTRIBUTION			1,087.81		
		101-215.000-716.000	DEFINED CONTRIBUTION			843.23		
		101-215.000-861.000	MILEAGE			144.77		
		101-215.000-910.000	PROFESSIONAL DEVELOPMENT			766.30		
		101-215.000-955.000	SUNDRY			47.76		
		101-228.000-716.000	DEFINED CONTRIBUTION			550.40		
		101-229.000-933.000	SOFTWARE MAINTENANCE			5,915.00		
		101-229.000-980.000	CAPITAL EQUIPMENT			6,601.96		
		101-253.000-716.000	DEFINED CONTRIBUTION			422.85		
		101-253.000-861.000	MILEAGE			184.42		
		101-253.000-958.000	DUES/SUBSCRIP/RECERTIFICATION			396.00		
		101-262.000-716.000	DEFINED CONTRIBUTION			597.42		
		101-262.000-752.001	SUPPLIES FOR ELECTIONS			9,047.26		
		101-262.000-910.000	PROFESSIONAL DEVELOPMENT			597.00		
		101-262.000-955.000	SUNDRY			161.00		
		101-265.000-716.000	DEFINED CONTRIBUTION			553.78		
		101-265.000-759.000	VEHICLE FUEL			476.63		
		101-265.000-768.000	UNIFORMS/ACCESSORIES			525.94		
		101-265.000-801.000	CONTRACTUAL SERVICES			32.50		
		101-265.000-920.000	ELECTRIC			1,399.86		
		101-265.000-930.000	MAINTENANCE TWP HALL			1,750.00		
		101-265.000-931.000	EQUIPMENT MAINT/REPAIR			3,851.98		
		101-265.000-932.000	VEHICLE MAINTENANCE			7.75		
		101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT			1,021.84		
		101-275.000-759.000	VEHICLE FUEL			225.89		
		101-275.000-840.000	LIABILITY/CASUALTY INSURANCE			20,758.27		
		101-275.000-851.000	POSTAGE			398.37		
		101-275.000-853.000	PHONE/COMM/INTERNET			331.05		
		101-275.000-955.000	SUNDRY			2,513.67		
		101-702.000-716.000	DEFINED CONTRIBUTION			633.82		
		101-702.000-910.000	PROFESSIONAL DEVELOPMENT			125.00		
		101-702.000-955.000	SUNDRY			12.56		
		101-751.000-716.000	DEFINED CONTRIBUTION			204.36		
		101-751.000-920.000	ELECTRIC			195.26		
		101-751.000-930.005	MAINTENANCE PARK FACILITIES			537.81		
		101-751.000-942.000	PORTABLE TOILETS			351.68		
		101-800.000-942.000	PORTABLE TOILETS			925.93		
		101-800.000-955.000	SUNDRY			518.75		
		101-800.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP			3,150.00		

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
		101-820.000-716.000	DEFINED CONTRIBUTION			339.66	
		101-820.000-801.000	CONTRACTUAL SERVICES			32.50	
		101-820.000-804.000	SENIOR PROGRAMS			333.54	
		101-820.000-920.000	ELECTRIC			452.82	
		101-820.000-930.001	MAINTENANCE COMM CENTER			2,176.00	
		101-820.000-955.000	SUNDRY			40.00	
		206-000.000-716.000	DEFINED CONTRIBUTION			4,611.84	
		206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT			901.65	
		206-000.000-754.000	MEDICAL AND SCENE SUPPLIES			26,258.08	
		206-000.000-759.000	VEHICLE FUEL			1,943.34	
		206-000.000-768.000	UNIFORMS/ACCESSORIES			793.35	
		206-000.000-801.000	CONTRACTUAL SERVICES			270.98	
		206-000.000-840.000	LIABILITY/CASUALTY INSURANCE			34,696.92	
		206-000.000-843.100	EMPLOYEE PHYSICALS/VACCINATION			375.00	
		206-000.000-853.000	PHONE/COMM/INTERNET			219.81	
		206-000.000-916.000	TRAINING			8,675.00	
		206-000.000-916.500	FIRE PREVENTION			940.38	
		206-000.000-920.000	ELECTRIC			980.95	
		206-000.000-920.100	SIREN ELECTRIC USAGE			17.66	
		206-000.000-930.003	MAINTENANCE FIRE HALL			2,190.51	
		206-000.000-932.000	VEHICLE MAINTENANCE			21.88	
		206-000.000-955.000	SUNDRY			1,153.82	
		206-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION			161.00	
		206-000.000-967.000	SPECIAL PROJECTS			518.75	
		206-000.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP			20,680.00	
		207-000.000-716.000	DEFINED CONTRIBUTION			4,049.13	
		207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT			1,061.28	
		207-000.000-752.100	AMMUNITION			8,510.02	
		207-000.000-759.000	VEHICLE FUEL			4,074.40	
		207-000.000-768.000	UNIFORMS/ACCESSORIES			1,009.80	
		207-000.000-801.000	CONTRACTUAL SERVICES			223.00	
		207-000.000-840.000	LIABILITY/CASUALTY INSURANCE			69,188.57	
		207-000.000-853.000	PHONE/COMM/INTERNET			813.48	
		207-000.000-916.000	TRAINING			848.00	
		207-000.000-920.000	ELECTRIC			1,264.66	
		207-000.000-930.002	MAINTENANCE POLICE BUILDING			314.00	
		207-000.000-932.000	VEHICLE MAINTENANCE			1,552.16	
		207-000.000-933.000	SOFTWARE MAINTENANCE			195.00	
		207-000.000-933.300	LAW ENFORCEMENT INFO NETWORK			387.00	
		207-000.000-967.000	SPECIAL PROJECTS			216.00	
		207-000.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP			3,205.05	
		280-000.000-802.000	ROAD IMPROVEMENT			1,780.00	
		283-000.000-802.000	ROAD IMPROVEMENT			2,785.00	
		590-000.000-198.086	9855 GALATIAN DR			10,039.49	
		590-527.000-676.000	REIMBURSEMENTS & COST RECOVERY			(104.91)	
		590-527.000-716.000	DEFINED CONTRIBUTION			3,032.55	
		590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT			1,404.36	
		590-527.000-759.000	VEHICLE FUEL			689.58	
		590-527.000-840.000	LIABILITY/CASUALTY INSURANCE			15,353.24	
		590-527.000-920.000	ELECTRIC			1,133.41	
		590-527.000-921.000	NATURAL GAS/HEAT			20.38	
		590-527.000-932.000	VEHICLE MAINTENANCE			147.25	
		590-527.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE			1,232.31	
		590-527.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP			8,439.80	
		590-537.000-920.000	ELECTRIC			6,215.98	
		590-537.000-931.000	EQUIPMENT MAINT/REPAIR			731.52	
		590-537.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE			1,440.00	
		590-537.000-952.000	LAB ANALYSIS - WWTP			576.00	
		590-537.000-952.100	LAB ANALYSIS FEES - PORTAGE			496.00	

12/11/2024 04:44 PM
User: MarcyM
DB: Hamburg

INVOICE GL DISTRIBUTION REPORT FOR HAMBURG TOWNSHIP OFFICES
EXP CHECK RUN DATES 12/01/2024 - 12/31/2024
UNJOURNALIZED OPEN
BANK CODE: GEN

Item 9.

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
		703-000.000-214.300	DUE TO GENERAL ADMIN FEES			69.84	
		703-000.000-222.101	DUE TO COUNTY TAXES			2,185.02	
		703-000.000-222.500	DUE TO COUNTY SET			4,103.74	
		703-000.000-234.101	DUE TO LISD TAX			698.10	



Hamburg Township Public Safety Department *MONTHLY REPORT*



November, 2024

COMMUNITY INVOLVEMENT

- The Fire duty crew and Sgt. Megan Paul participated in a fire drill at Country Elementary School on November 6, 2024.
- FF Thomas Pawley and FF Christopher Birk conducted smoke detector installations at a residence on November 11, 2024.
- The Fire duty crew participated in a shelter in place drill at Pathfinder/Navigator schools on November 12, 2024.
- The Fire duty crew participated in the Fire Truck Ride to School event at Country Elementary School on November 13, 2024.
- Administrative Assistant Karen Castleman conducted a child car seat safety inspection on November 20, 2024.
- Sgt. Daniel Bromley and Officer Sean Hogan participated in the annual “Shop with a Hero” event at the Target store in Brighton on November 23, 2024.
- Sgt. Daniel Bromley and Officer Sean Hogan participated in the annual “Cram the Cruiser” food drive at the Hamburg Township Kroger on November 23, 2024.
- FF Thomas Pawley and FF Christopher Birk conducted smoke detector installations at a residence on November 26, 2024.
- FF Thomas Pawley and FF Christopher Birk conducted smoke detector installations at a residence on November 27, 2024.
- Sgt. Alysha Garbacik and Officer Dahne DeBottis assisted preparing Meals-on-Wheels Thanksgiving dinners at the Livingston County Wildlife & Conservation Club on November 28, 2024.

COMMUNICATIONS

- Sgt. Megan Paul received a plaque on November 5, 2024 from the Patriot Guard in recognition for her efforts in assisting with the Vietnam Moving Wall procession.
- The department received a thank you email from a resident who was appreciative of the response and actions of our officers and firefighters in the handling of a seizure incident involving his 10-year-old son.

PERSONNEL

- Jess Stewart, Timothy Begnoche, Timothy Mackenzie, Derrick Hill, Jared Kaminski and Joseph Acuff were all promoted to the rank of Lieutenant on November 7, 2024.
- FF Jake Mougrabi resigned from the department effective November 11, 2024.



Hamburg Township Public Safety Department *MONTHLY REPORT*



Item 10.

TRAINING

POLICE

- Sgt. Alysha Garbacik and Officer Sean Hogan attended Livingston County Negotiators training in Howell on November 6, 2024.
- Sgt. Anthony Wallace and Sgt. Steve Locke participated in SWAT training on November 6, 2024.
- Sgt. Steve Locke attended Instructor Development training in Milford November 12, 2024 – November 14, 2024.

FIRE

- Monthly department-wide training topics: HAZMAT emergencies and Driver training.
- AFF Rebecca Zettel participated in OJT training (Driver training) on November 6, 2024.
- AFF Luke Davila, AFF Owen Keller, AFF Cameron Duffany and AFF Caitlin Van Steenis participated in OJT training (hose loads) on November 6, 2024.
- FF Daniel Hill participated in Dive Team training on November 10, 2024.
- AFF Luke Davila, AFF Owen Keller, AFF Cameron Duffany and AFF Caitlin Van Steenis participated in OJT training (Vector training) on November 12, 2024.
- Sgt. Devon Peer attended Blue Card training November 7, 2024 – November 10, 2024.
- Lt. David Girard, Sgt. Matt Urbanowicz, FF Daniel Hill & FF Jonathon Lusk participated in Dive Team training on November 21, 2024.

POLICE OPERATIONS

MONTHLY ARREST SUMMARY

11/07/24 – 11:53pm:

A 58-year-old male Township resident was arrested at M-36 & Pettys Road for *Operating While Intoxicated*. His vehicle was impounded and he was lodged in the Livingston County Jail.

11/10/24 – 3:11am:

A 40-year-old male Township resident was arrested at Hiawatha Avenue & M-36 for *Operating While Intoxicated*. His vehicle was impounded and he was lodged in the Livingston County Jail.

11/10/24 – 3:50am:

A 31-year-old male Ohio resident was arrested at M-36 & Merrill Road for *Operating While Intoxicated*. His vehicle was impounded and he was lodged in the Livingston County Jail.



Hamburg Township Public Safety Department **MONTHLY REPORT**



11/12/24 – 6:48pm:

A 47-year-old male Township resident was arrested at Glen Roylet Drive near McGregor Road for *Felonious Assault*. He was lodged in the Livingston County Jail.

11/16/24 – 10:13am:

A 54-year-old female Fenton resident was arrested at Chilson Road & M-36 for *Driving While License Suspended*. Her vehicle was impounded and she was advised and released.

11/22/24 – 11:16pm:

A 28-year-old female Township resident was arrested at her home for *Domestic Assault & Battery*. She was lodged in the Livingston County Jail.

11/24/24 – 7:31pm:

An 18-year-old female Township resident was arrested at her home for *Domestic Assault & Battery*. She was lodged in the Livingston County Jail.

11/24/24 – 12:22am:

A 47-year-old male Township resident was arrested at M-36 near Regency Boulevard for *Driving While License Suspended*. His vehicle was impounded and he was cited and released.

11/25/24 – 10:05am:

A 48-year-old male Township resident was arrested at M-36 & Chilson Road for *Driving While License Suspended, Possession of Methamphetamine* and an outstanding warrant out of Livingston County for a *Probation Violation-Positive Test for Methamphetamine*. He was released into the care of a local hospital for treatment. The vehicle was released to a family member.

11/26/24 – 9:58am:

A 44-year-old male Township resident was arrested at Pettysville Road & M-36 on an outstanding civil warrant out of Livingston County for *Child Neglect*. His vehicle was impounded and he was lodged in the Livingston County Jail.

11/26/24 – 8:40pm:

A 19-year-old male Redford Township resident was arrested at 8 Mile Road near US 23 on an outstanding warrant for *Failure to Appear-Driving While License Suspended 2nd Offense*. He was lodged at the Livingston County Jail.



Hamburg Township Public Safety Department *MONTHLY REPORT*



Item 10.

GENERAL POLICE INFORMATION:

- Marine Patrol:** Regular marine patrols have ceased for the season.
- Lakelands Trail Patrol:** Regular patrols on the Lakelands Trail continued this month. On November 4, 2024, spray paint graffiti was located on the Trail at multiple locations. Investigation is ongoing.
- Red Barrel:** 28 pounds of prescription drugs were removed from the red barrel in front of the police station on November 6, 2024 and 32 pounds were removed on November 28, 2024.

Police Calls for Service Summary - November, 2024

CALLS FOR SERVICE	#
911 HANG UP	1
ALARM	18
ANIMAL COMPLAINT	17
AREA CHECK	353
ARRESTS	18
ASSAULTS	0
ASSIST EMS	94
ASSIST FIRE DEPARTMENT	21
ASSIST OTHER AGENCY	11
ATV COMPLAINT	0
BOATING COMPLAINTS	0
BREAKING & ENTERING	0
BUILDING/PROPERTY/VACATION CHECK	104
CHASE/PURSUIT	1
CHILD OR ADULT ABBUSE/NEGLECT	1
CIVIL COMPLAINT	4
COMMUNITY POLICING	6
CRIMINAL SEXUAL CONDUCT	1
DEATH INVESTIGATIONS	0
DEPT HUMAN SERVICES REFERRALS	4
DISTURBANCE/TROUBLE	4
DOMESTIC - PHYSICAL/VERBAL	8
DRUGS / VIOL CONTROLLED SUB ACT	0
FIREWORKS COMPLAINT	1
FRAUD/EMBEZZLEMENT	5
GENERAL NON-CRIMINAL	188
INDECENT EXPOSURE	0
INTIMIDATION THREATS/HARASSMENT	4
JUVENILE COMPLAINT	0
KIDNAPPING	0

CALLS FOR SERVICE	#
LARCENY	4
LITTERING/DUMPING	0
LIQUOR INVESTIGATION/ZERO TOLERANCE	0
LOST/FOUND PROPERTY	4
MALICIOUS DESTRUCTION PROPERTY	2
MISSING PERSON/RUN-A-WAY	1
NOISE COMPLAINTS	4
ORDINANCE INVESTIGATIONS	0
OVERDOSE/INGESTION	0
PERSONAL PROTECTION ORDER VIOL	0
RETAIL FRAUD	0
SCHOOL PATROLS/GROUNDS CHECK	247
SHOTS FIRED/WEAPONS OFFENSE	0
SOLICITOR COMPLAINT	1
STALKING	0
STOLEN / RECOVERED PROPERTY	0
SUBDIVISION PATROL/RESIDENTIAL CHECKS	757
SUICIDAL SUBJECT/MENTAL/PSYCH	3
SUSPICIOUS-PERSON/VEH/SITUATION	25
TRAFFIC CITATIONS ISSUED	33
TRAFFIC/PARKING COMPLAINT	22
TRAFFIC CRASH - PDA/PIA	29
TRAFFIC DETAIL	99
TRAFFIC STOP	123
TRAFFIC VIO/ARREST	5
TRESSPASSING/LOITERING	0
VEHICLE UDAA/STOLEN VEHICLE	1
WATER RESCUE INCIDENTS	0
WARRANT: ATTEMPT/SEARCH/ARREST	1
WELFARE CHECK	15
TOTAL	2240



Hamburg Township Public Safety Department *MONTHLY REPORT*



Item 10.

FIRE OPERATIONS

MONTHLY INCIDENT SUMMARY:

INCIDENT COUNT	
INCIDENT TYPE	# INCIDENTS
EMS	70
FIRE	81
TOTAL	151

MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	2.65%
Rescue & Emergency Medical Service	70	46.36%
Hazardous Condition (No Fire)	11	7.28%
Service Call	40	26.49%
Good Intent Call	6	3.97%
False Alarm & False Call	20	13.25%
TOTAL	151	100%

November, 2024 Total Runs by District

North West	19	12.58%
North East	25	16.56%
South West	39	25.83%
Southeast	60	39.74%
Mutual Aid	8	5.30%
Totals	151	100.00%
Multiple Calls	4	2.54%



Hamburg Township Public Safety Department *MONTHLY REPORT*



Item 10.

Comparative Statistics - 2023 vs 2024 by Month

	November, 2023	November, 2024	% Change
Fire	2	4	100.0% Increase
Medical	92	70	23.9% Decrease
Hazardous Condition	6	11	83.3% Increase
Service	18	40	122.2% Increase
Good Intent	3	6	100.0% Increase
False Alarm / Cancel	20	20	No Change
Totals	141	151	7.1% Increase
Mutual Aid	3	8	166.7% Increase

FIRE PREVENTION INFORMATION:

Inspections: 32 commercial building inspections were completed during the month of November. 101 total building inspections have been completed year-to-date through November.

Site Plan Reviews: 2 plan reviews were completed during the month of November.

2.4(e) Board Work-Study Session

The Township Board shall conduct a work-study session prior to each regularly scheduled meeting of the Board of Trustees, provided a request has been submitted. Any elected official, or department head, requesting the meeting with the Board must do so by noon on the Thursday preceding the work-study by submitting a memo and any supporting documents into Municode.

The Clerk will notify the Board of Trustees, via email, if the work-study session has been canceled due to lack of an agenda. Work-Study sessions shall be publicly noticed meetings that will not be televised but rather audio recorded. Minutes from the work-study session will be included in the succeeding consent agenda.

1. Personnel matters are to originate through a work-study session
2. No motions are to be made in a work-study session
3. No action will take place in the board meeting that immediately follows the work-study session but may be included and any other future meeting as directed by the Board.

2.4(d) Board Rules.

All Board meetings shall be conducted in the spirit of modified Robert's Rules of Order. However, the Chairman of the meeting may deviate as necessary.

2.4(e) Board - Work Session

The Township Board shall conduct a Work session at 2:00 p.m. or earlier if necessary, prior to the first monthly meeting of the Board of Trustees, providing a request has been submitted. Any elected official, or department head, requesting the meeting with the Board during this session shall submit to the Clerk through email (clerk@hamburg.mi.us) the following by noon the Thursday prior to the first Board Meeting of the month:

1. State the Objective of the Meeting
2. Supporting Documentation
3. Motion/End Action Plan

The Clerk shall then post the notice and provide the notice in the packet for the Regular Board Meeting. Work sessions shall be a publicly noticed meeting that shall not be televised. Minutes from the Work session shall be provided to the Board of Trustees along with the minutes for the Regular Board Meeting that follows the Work session.

2.4(f) Public Participation.

Members of the public shall have an opportunity, under Call to the Public, to address the Board for no more than three (3) minutes on any item. The Board may suspend the time limitation when warranted. When all persons who wish to address the Board have been heard, the Supervisor shall announce that public comment is concluded.

2.4(g) Board Correspondence.

Board Correspondence shall be included in the Consent Agenda. A motion may be made to consider the correspondent's request under current business. If no motion is made to consider the request, the correspondence will be received and filed.

Informational written correspondence that does not require Board action will be forwarded to Board members in a timely fashion.

2.4(h) Board Consultants.

The Township Board reserves to itself the authority to appoint the following consultants:

1. Attorney
2. Auditor
3. Engineer
4. Labor Relations Attorney
5. Planning Consultant



Hamburg Township Public Safety Department

PO BOX 157 · HAMBURG, MICHIGAN 48139
PHONE: (810) 231-9391 · FAX: (810) 231-9401

EMAIL: HATP@hamburg.mi.us

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY



Item 15.

TO: Hamburg Township Board
FROM: Chief Richard Duffany
DATE: December 12, 2024
RE: Agenda Item Topic: **Public Safety Awards**
General Ledger #: N/A
Number of Supporting Documents: N/A
NEW/OLD BUSINESS: **XXX** New Business

All of the members of the Hamburg Township Public Safety Department perform their duties in an exemplary and professional manner on a daily basis. However, there are certain instances where the exceptional actions of an officer or firefighter should be recognized. I am proud to recognize the following members and present them with the following departmental awards:

1. Sgt. Anthony Wallace and Officer Adam Fischhaber are being awarded Certificates of Merit for their actions that led to the arrest of a felony suspect on February 9, 2024.
2. Sgt. Anthony Wallace, Sgt. Daniel Bromley and Officer Adam Fischhaber are being awarded Department Citations for their actions which led to the arrest of multiple felony suspects on March 10, 2024 and which help uncover an organized car theft ring operating throughout southeast Michigan.
3. Sgt. Megan Paul and Officer Dahne DeBottis are being awarded Lifesaving Awards for their actions on May 7, 2024 which helped save the life of a choking victim.
4. Deputy Director Dariusz Nisenbaum, Officer Spencer Flavin, Green Oak Twp Police Sgt. Timothy Nisenbaum, Green Oak Twp Police Officer Majida Beattie, Livingston County Sheriff's Deputy Lonnie Chapman and Livingston County Sheriff's Deputy Kyle Kletzka are being awarded Department Citations for their actions which helped to successfully resolve a situation involving an armed homicidal-suicidal subject on May 30, 2024.
5. Capt. Sam Vultaggio, Lt. Timothy Mackenzie, FF Daniel Knepley and FF Mason Allan are receiving Certificates of Merit for the actions on a medical call on July 12, 2024.
6. Capt. Casey Yost, Lt. Timothy Begnoche, Sgt. Matt Urbanowicz, FF Daniel Clement, FF Jeremy Nordstrand, Sgt. Daniel Bromley and Officer Jeffrey Finke are being awarded



Hamburg Township Public Safety Department

PO BOX 157 · HAMBURG, MICHIGAN 48139
PHONE: (810) 231-9391 · FAX: (810) 231-9401

EMAIL: HATP@hamburg.mi.us

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY



Item 15.

Lifesaving Awards for their collective actions that led to the saving of man who was in full cardiac arrest on September 3, 2024.

7. Deputy Fire Chief Jordan Zernick, Sgt. Gary Harpe and Officer Spencer Flavin are being awarded Certificates of Merit for their actions in an arson investigation that led to a conviction in the case on December 11, 2024.

I respectfully request an opportunity to publicly present their awards at the Township Board meeting on December 17, 2024 where I will provide further details on each of these incidents.

Respectfully,

Chief Richard Duffany
Director of Public Safety



Hamburg Township Public Safety Department



Item 16.

PO BOX 157 · HAMBURG, MICHIGAN 48139
PHONE: (810) 231-9391 · FAX: (810) 231-9401
EMAIL: HATP@hamburg.mi.us

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY

TO: Hamburg Township Board
FROM: Chief Richard Duffany
DATE: December 12, 2024
RE: Agenda Item Topic: **Conditional Offer of Employment – Fire**
General Ledger #: N/A
Number of Supporting Documents: N/A
NEW/OLD BUSINESS: **XXX** New Business

Requested Action

- Motion to extend a conditional offer of employment to Caleb Wardlow for the position of part-time Firefighter/EMT pending successful completion of all pre-employment requirements (medical examination, psychological examination and drug screening).

Background

The department has an ongoing hiring campaign for the position of part-time Firefighter/EMT. Caleb Wardlow of Gregory has successfully completed the initial application/hiring process and background check. As such, I am requesting approval to extend a conditional offer of employment to move him forward in the process. Mr. Wardlow has already completed Firefighter I & II and is scheduled to begin EMT-B training in January of 2025.

Budget Impact

There is no adverse impact to the FY 24/25 budget as this part-time position is in the approved budget.

Respectfully,

Chief Richard Duffany
Director of Public Safety



Hamburg Township Public Safety Department

PO BOX 157 · HAMBURG, MICHIGAN 48139
PHONE: (810) 231-9391 · FAX: (810) 231-9401

EMAIL: HATP@hamburg.mi.us

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY



Item 17.

TO: Hamburg Township Board
FROM: Chief Richard Duffany
DATE: December 12, 2024
RE: Agenda Item Topic: **Purchase of Fire Portable Radios**

General Ledger #: **206-000.000-980.000**

Number of Supporting Documents: **1**

NEW/OLD BUSINESS: **XXX** New Business

_____ Old Business – Previous Agenda #:

Requested Board Action

- Motion to approve the purchase of five (5) Kenwood VP8000BKF2 portable radios, with accessories, as outlined in the attached quote from Digicom Global, Inc of Troy, MI for a total cost of \$23,732.35.

Background Information

As part of the department’s long-term capital equipment plan, the department is scheduled to replace five (5) portable radios for fire personnel this fiscal year. Fire command officers have made the determination to continue purchasing Kenwood portable radios as the replacement radios. The Kenwood portable radios are available at state contract pricing through Digicom Global, Inc of Troy, MI which is a single source vendor for the radios.

Budget Impact

This purchase is included in the approved FY 24/25 budget and will not adversely affect the budget.

Respectfully,

Chief Richard Duffany
Director of Public Safety

Digicom Global 911 Inc.

675 East Big Beaver
 Suite 105
 Troy, Mi. 48083

Item 17.

Estimate

Date	Estimate #
12/10/2024	5283

Name / Address
Hamburg Township Fire Dept 3666 E Michigan 36 Pinckney, MI 48169

Ship To
Hamburg Township Fire Dept 3666 E Michigan 36 Pinckney, MI 48169

Description	Qty	Rate	Project	
			Total	
Quote prepared for Chief Newton C 734-564-2812 O 810-222-1104 jnewton@hamburg.mi.us				
Handheld radio VP8000 model replaced the VP6430 you have now. New radio is multi band able, Mil Spec H, Wi-fi upgradable, bluetooth included, 3 watt speaker, larger top display.	5			
VP8000BKF2 -3-31-25 AES & -300 SPECIAL THROUGH 3-31-2025. Multi band portable radio. FREQUENCY BAND OPTIONS SOLD SEPARATELY. Includes Black Housing, Standard Key Pad and 3 watt speaker, Multi key DES and ARC 4 encryption, WIFI, bluetooth, 1024 channels & 3 year warranty. State Contract \$1964 - \$300 = \$1664 PDR 5107928	5	1,664.00	8,320.00	
832VP8000-7800 VP8000 700/800 MHz frequency band option	5	572.00	2,860.00	
VIK 8322000002 License key for P25 conventional for VP-6000/7000/8000 series. Kit price given field price \$480.	5	332.00	1,660.00	
VIK 8322000005 License key for P25 Phase 1 trunking for VP-6000/7000/8000 series EFJ 8322000005 Kit or Field price	5	116.00	580.00	
VIK 250VP5000001 VP5 add intrinsically safe option for VP5000. Requires IS rated battery	5	94.40	472.00	
VIK 8323000004 AES Multi Key4 DES-OFB and AES256 (includes Multikey) FIPS140-2 encryption module includes DES if requested. Note for VP5000 must purchase KWD-AE30K AES Encryption Module	5	448.00	2,240.00	
VIK 8322000006 P25 Phase 2 / TDMA , License key. All radios require P25 Phase 1 Trunking	5	380.00	1,900.00	
KRA-32K 700 800 MHz antenna	5	34.00	170.00	
KNB-LS7-IS 3800 mAh LiIon IS battery	10	292.80	2,928.00	
		Subtotal		
		Sales Tax (6.0%)		
		Total		

Digicom Global 911 Inc.

675 East Big Beaver
 Suite 105
 Troy, Mi. 48083

Item 17.

Estimate

Date	Estimate #
12/10/2024	5283

Name / Address
Hamburg Township Fire Dept 3666 E Michigan 36 Pinckney, MI 48169

Ship To
Hamburg Township Fire Dept 3666 E Michigan 36 Pinckney, MI 48169

Description	Qty	Rate	Project	
			Total	
KSC-52 charger comes equipped with the B-Pocket charger insert which is compatible with the following battery types: KNB-L1, KNB-L2, KNB-L3, KNB-LS5, and KNB-LS7. The pocket may be removed and exchanged for use with other battery types. B pocket for KNB-L1/L2/L3/LS5/LS7 style batteries for VPx000	5	73.84	369.20	
KMC-70M Mil Spec IP67 (Immersion) Intrinsically safe speaker mic with Active Noise Reduction,3 programmable buttons and 3.5 mm audio jack	5	126.64	633.20	
VIK 2990600013 EFJ 2 year extended warranty	5	164.00	820.00	
VIK KW9130-LF VP8000 Leather Case with integrated belt-loop plus D-rings for optional shoulder strap for fire service. Supports larger capacity KNB-L3, KNB-LS7 and KNB-L11 batteries, or KNB-L2 with included padded spacer insert. With Retaining Strap.	5	64.00	320.00	
AW ZZ2020-500 Shoulder Strap heavy duty extra thick average3/16 leather swivel snaps adjusts from 61 to 69 inches tip to tip. Made in the USA.	5	54.27	271.35	
AW-Antisway/LTHR-6in Anti-Sway Leather Strap 6 inch	5	12.72	63.60	
Radio Programming Fee - Portables, Base, Dash, Single head Remote, Dual Head remote, ECT	5	15.00	75.00	
MPSCS Customer will pay the \$250.00 per radio one time programming fee directly to the state. This is good for the life of the radio.	5	0.00	0.00	
MiDeal Pricing per EFJ / Kenwood Michigan State Contract # 210000000896 or (21*896). This State Contract Number must be listed somewhere on the PO.	5	0.00	0.00	
Subtotal				
Sales Tax (6.0%)				
Total				

Digicom Global 911 Inc.

675 East Big Beaver
 Suite 105
 Troy, Mi. 48083

Item 17.

Estimate

Date	Estimate #
12/10/2024	5283

Name / Address
Hamburg Township Fire Dept 3666 E Michigan 36 Pinckney, MI 48169

Ship To
Hamburg Township Fire Dept 3666 E Michigan 36 Pinckney, MI 48169

Project

Description	Qty	Rate	Total
ENC -3-31-25 SP EFJOHNSON Encryption Upgrade and \$300 off New Purchase Promo -3-31-2025: AES Multi Key with New radio purchases of specific packages that include AES Multi Key are covered in the promo. SPECIAL ENDS MARCH 31, 2025 PDR 5107928	5	0.00	0.00
VP8000 Blk Intrinsically Safe Single Band Portable Radio with AES Encryption Special	1	50.00	50.00
Shipping			23,682.35
SUBTOTAL:			50.00

Subtotal		\$23,732.35
Sales Tax (6.0%)		\$0.00
Total		\$23,732.35

Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Joanna Hardesty, Patricia Hughes, Chuck Menzies, Nick Miller

To: Township Board of Trustees
From: David Rohr
Date: December 17, 2024
RE: Zoning Ordinance Text Amendment (PZTA24-0004)

HISTORY:

Zoning Text Amendment to amend Zoning Ordinance **Article XIII, Section 36-482, Sign Regulation Enforcement.**

The Hamburg Township Planning Commission recommended amendments to the Zoning Ordinance **Article XIII, Section 36-482, Sign Regulation Enforcement** based on the recommendation of the Parks and Recreation Board (See attached).

RECOMMENDATION:

Staff suggests that the Township Board discuss and review amendments to Zoning Ordinance **Article XIII, Section 36-482, Sign Regulation Enforcement.** If the Board should decide, a resolution may be made to pass the proposed text amendments.

Example Approval Motion

The Township Board approves the amendments to Zoning Ordinance **Article XIII, Section 36-482, Sign Regulation Enforcement.** This text amendment was discussed at the Hamburg Township Board of Trustees Meeting on December 17, 2024.

Sec. 36-482. Sign regulation enforcement.

- (a) *Signs on private property.* Signs in violation of the regulations will be enforced by the zoning administrator or designee utilizing Ordinance No. 71-A the civil infraction ordinance.
- (b) *Signs within the public or private right-of-way or on public land.* Signs in violation of the regulations will be removed by the zoning administrator or designee.
 - (1) First violation: Will be removed and held for ten days at the Township offices, after which the signs will be discarded.
 - (2) Second violation: The signs will be removed and will be discarded without a holding period.
 - (3) Signs in continual violation of the regulations may be enforced by the Code Enforcement Officer, zoning administrator Zoning Administrator, or designee, utilizing Ordinance No. 71-A Chapter 1, Article II, Section 1-45 – Sanctions for violations, in the Hamburg Township civil infractions Code of Ordinances. ordinance.
 - (4) Signs will be considered in the public right-of-way if they are within ten feet of a public street or if they are in violation of section 36-228.
 - (5) For purposes of assessing fines and penalties only, a violation under this section shall be classified a Class E municipal civil infraction.
 - (6) Signs for Park/Trail related events must be approved through the Park Use Application process.

(Zoning Ord. 2020, § 18.14, 1-5-2021)

Formatted: Indent: Left: 0", First line: 0"



10405 Merrill Road
P.O. Box 157
Hamburg, MI 48139
(810) 231-1000
www.hamburg.mi.us

Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Bill Hahn, Patricia Hughes, Chuck Menzies, Cindy Michniewicz

BOARD OF TRUSTEES REGULAR MEETING

Tuesday, September 05, 2023 at 2:30 PM
Hamburg Township Hall Board Room

MINUTES

CALL TO ORDER

Supervisor Hohl called the meeting to order at 2:30 p.m.

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD

PRESENT

- Pat Hohl
- Mike Dolan
- Bill Hahn
- Chuck Menzies
- Cindy Michniewicz
- Jason Negri
- Patricia Hughes

CALL TO THE PUBLIC

A call was made with no response.

CONSENT AGENDA

Motion by Menzies, Second by Michniewicz, to approve the Consent Agenda as presented.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

1. Board of Trustees Regular Meeting Minutes - August 15, 2023
2. Board of Trustees Special Meeting Minutes - August 15, 2023
3. Approved MUC Minutes - July 12, 2023
4. Parks & Rec - Approved Minutes - June 2023
5. Senior Center - Monthly Report - August 2023

6. DPW Monthly Report - July 2023
7. Bills List - September 5, 2023
8. Invoice A2Z Mowing

APPROVAL OF THE AGENDA

Motion made by Negri, Seconded by Michniewicz, with the additional documents to be added to item #19 Hilltop Securities.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

UNFINISHED BUSINESS

9. SPA 23-001 Freedom River Final Site Plan

Motion made by Hughes, seconded by Hahn, to move the final site plan SPA 23-001 at 6716 Winans Lake Road with conditions 1 through 17 listed in the August 16, 2023 draft meeting minutes. The project does meet the site plan review standards A through L of Section 36-73(7) of the Zoning Ordinance as discussed at the July 6, 2023 Township Board meeting, at the August 16, 2023 Planning Commission meeting, and as presented in the staff report.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

10. Grant - TF#22-0107 - Project Agreement & Resolution - Bennett Park & Water Trail Access Improvements

Motion made by Michniewicz, Seconded by Negri, to move the Resolution to appropriate the funds necessary to complete the Bennett Park Renovations and Huron River Trail Access Project, in the amount of \$202,500 to match the grant authorized by the MDNR in the amount of \$300,000, and to authorize the Township Supervisor to execute the agreement which will be signed and returned to the MDNR by 10/6/23 along with the requested attachments.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

Motion made by Dolan, Seconded by Michniewicz, to move that Hamburg Township enters into the agreement with the Michigan Natural Resource Trust Fund Project Agreement as prepared in todays packet.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

11. Grant - Senior/Community Center Upgrade and Expansion - Resolution to Submit

Motion made by Dolan, Seconded by Menzies, to approve the two resolutions #230804 & #230805 both related to Community Center Upgrade Grants.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

12. Grant - Senior/Community Center Upgrade and Expansion Project - Authorization for Coordinator to Prepare and File

Motion made by Dolan, seconded by Menzies, to approve the two resolutions #230804 & #230805 both related to Community Center Upgrade Grants.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

13. Parks & Rec - Spicer Group Agreement - Prime Professional - Grant #TF22-0107

Motion made by Dolan, Seconded by Michniewicz, to contract with the Spicer Group to be our Prime Professional for the Bennet Park and Water Trail Access Improvement Grant in the amount not to exceed \$74,400.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

CURRENT BUSINESS

14. Over-the-Road-Banner Request - Freedom River - Fundraising Event

Motion made by Dolan, Seconded by Hahn, to move the Resolution #230807 and direct staff to facilitate a permit from the Livingston County Road Commission, on behalf of Freedom River, to place an event banner across Merrill Rd., from September 20, 2023 through October 30, 2023 announcing the Freedom River Halloween event scheduled for October 20, 2023.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

15. Purchase of Police Station Furnishings/Accessories

Motion made by Hohl, Seconded by Negri, to approve the requested purchases outlined in Director Duffany' s memo Dated August 31, 2023 and that this approval here is given with the flexibility of 10% increase to be approved in writing by the Supervisor before the purchase is finalized.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Negri, Hughes

Voting Nay: Michniewicz

16. Purchase of Fire Station Furnishings

Motion made by Dolan, Seconded by Menzies, to approve the purchase of the Fire Station 11 training room furnishings from Smart Business Source of Troy, MI, as outlined in their quote, in today's packet, for the total cost of \$39,470.00.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

17. ARPA Update

Motion made by Hohl, Seconded by Hughes, to receive and file with a note that there will be updates to this for the next Board Meeting.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

18. Township Hall Building Improvement

Motion made by Hohl, Seconded by Hughes, to table this agenda item to the first meeting in October. (October 3, 2023)

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

19. Hilltop Securities – approval sought

Motion made by Negri, Seconded by Hahn, to move the Resolution in the packet that Hilltop Securities be designated depository of the Township and that the funds of the Township may be deposited subject to the rules and regulations of the fund and demand time or savings deposit account at the fund.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri

Voting Nay: Hughes

20. Resolution Approving Opting-In to the National Opioid Litigation Settlement with Walgreens

Motion by Negri, Seconded by Hohl, to move the Resolution for discussion purposes, amended to apply for the settlement and to put together a program to utilize this money.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

21. Restroom Project - Final Invoice

Motion made by Hohl, Seconded by Hughes, to approve the payment of Invoice to Ventage Construction in the amount of \$114,530 for the restroom upgrade to come out of General Fund - Building Reserves.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

22. Parks & Rec – Policy & Procedure Update – Park/Trail Use Sign Policy/Procedure

Motion made by Dolan, Seconded by Michniewicz, to authorize the updated Policies & Procedures for Parks and Recreation as published in today's packet.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

23. Parks & Rec - Spicer Group Agreement - Master Design Plan Concept Development

Motion made by Hohl, Seconded by Dolan, to table item #23, to be brought back at the discretion of the Clerk and the Parks Coordinator.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

24. ZTA 21-003 Permitted Use Tables

Motion made by Hohl, Seconded by Hahn, to approve ZTA 21-003 Permitted Use Tables, these ordinance amendments received prior recommendation and approval from the Planning Commission and The Livingston County Planning Commission.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

25. ZTA 22-001 Short Term Rental Ordinance

Motion made by Hohl, Seconded by Hughes, to approve ZTA 22-001 Short Term Rental Ordinance this received prior approval from the Board, Planning Commission and The Livingston County Planning Commission, and direct the Director of Planning and Zoning to coordinate this new ZTA with Municode and to appropriately publish in the local paper to allow for full enforcement of ZTA 22-001.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

CALL TO THE PUBLIC

A call was made with no response.

BOARD COMMENTS

ADJOURNMENT

Motion made by Negri, Seconded by Michniewicz, to adjourn.

Voting Yea: Hohl, Dolan, Hahn, Menzies, Michniewicz, Negri, Hughes

Meeting Adjourned at 3:53 pm

Respectfully submitted,



Courtney L. Paton
Recording Secretary



Mike Dolan
Township Clerk



Park/Trail Use Application - Sign Policy/Procedure

The Hamburg Township park and recreation system affords residents and visitors with a higher quality of life standard. The benefits of a quality parks and recreation system include: Greater opportunities for a healthy lifestyle; Increased property values throughout the Township; Encouragement of economic development, which in turn, can further attract investment; Natural beauty; Environmental gains and benefits; Socializing and fun; and Sense of place and identity for the community. Hamburg Township parks afford all residents and visitors of Hamburg Township with the opportunity to participate and enjoy in the Township's parks and recreation facilities and to act as gathering spaces for community building.

This policy is included in the Parks and Recreation Policies and Procedures and is intended to allow specific signage associated with the approved use of Township owned/operated parklands. The allowed signage will help Hamburg Township to better meet the needs of the community and public use of the parkland systems. The signage will help to better inform people of upcoming events and direct people to the event.

All signage placed on Township owned/operated property, must first be approved through the Hamburg Township Parks and Recreation application process. Only signage relating to, and in support of, an approved event on Hamburg Township owned/operated park/trail property, qualifies for this addendum. Must be requested at time of application, or no later than 60 days prior to event. Any other requests must comply with [Hamburg Township Ordinance – Chapter 36, Article VII, Section 36-222.](#)

Signage Regulations for Park Use Applications:

In addition to directional signage allowed during an event in Hamburg Township Parks and/or Trails, signs announcing the approved event are only allowed with an approved Park Use Application:

- 1) Temporary freestanding signs:
 - a. On the Township owned property where the event is located:
 - i. One 32 square foot sign; and
 - ii. Four 6 square foot signs, with one side 4' max in length.
 - b. On the Township owned property at M-36 and Merrill Road (parcel 15-23-300-028):
 - i. One 32 square foot sign.
 - c. On other pre-approved events on Hamburg Township owned/operated park/trail property.
 - i. Provide site plan, size, and sign details in writing to the Park Coordinator during the Park Use Application approval process, no later than 60 days prior to event date.

- 2) Signage duration:
 - a. If the event is held on between 1-7 consecutive days the signs may be installed 7 days prior to the event and must be removed within 2 days after the last day of the event.
 - b. If the event is conducted over multiple weeks the signs allowed in section 1) a. ii. shall only be allowed the day of the event, all other signs allowed in section 1) may be installed 7 days prior to the event and must be removed within 2 days after the last day of the event.
 - c. If the signs are not removed as required by the code the Township may remove the signage and may issue violations as outlined in Hamburg Township Code of Ordinances.
- 3) Directional signs shall be approved administratively for approved Park Use Applications and must pertain to Township owned or operated Park/Trail property only.
- 4) All signs shall be outside of the road right-of-way and at least 10 feet from a paved roadway or driveway.
- 5) The Township shall be authorized to remove any unapproved signage or additional signage placed unrelated scheduled events. Violations or abuses of this rule may result in termination or denial of park use.
- 6) Any unapproved signage pertaining to an event that is not taking place on Township owned/operated Park/Trail property, will be removed and will be considered a Class E municipal civil infraction. Charges for violations or abuses of this rule can be found at: Hamburg Township Code of Ordinances, Chapter 1, Article II, Sec.1-45.

Sign Application Materials:

The following information shall be submitted with the parklands use permit application:

- 1) Description of the signs including a drawing showing the proposed signs and the sign dimensions; and
- 2) Map showing the location of the proposed signs.
- 3) Any signs planned for the Road-Right-Of-Way must be submitted to the jurisdiction that regulates and oversees those roads.

Livingston County Road Commission:

<https://livingstonroads.org/permit-office/>

State of Michigan (MDot):

<https://www.michigan.gov/mdot/business/permits/right-of-way-construction/governmental-signing>



Livingston County Department of Planning

November 21, 2024

Hamburg Township Board of Trustees
c/o, Mike Dolan, Township Clerk
10405 Merrill Road
P.O. Box 157
Hamburg, MI 48139

Scott Barb
AICP, PEM
Director

Robert A. Stanford
AICP, PEM
Principal Planner

Martha Haglund
AICP Candidate
Principal Planner

Re: Z-44-24 Text Amendments for Sec.36-482 Signs and Sign Enforcement

Dear Board Members:

The Livingston County Planning Commission met on Wednesday, November 20, 2024, and reviewed the above text amendment. The County Planning Commissioners made the following recommendation:

Z-44-24 APPROVAL. The proposed amendments are appropriate and will help to reinforce the existing zoning language.

Copies of the staff review and Livingston County Planning Commission meeting minutes are enclosed. Please do not hesitate to contact our office should you have any questions regarding county action.

Sincerely,

Martha Haglund

Enclosures

c: Jeff Muck, Chair, Planning Commission
David Rohr, Planning & Zoning Director

Meeting minutes and agendas are available at:
<https://milivcounty.gov/planning/commission/>

Department Information

Administration Building
304 E. Grand River Avenue
Suite 206
Howell, MI 48843-2323

•
(517) 546-7555
Fax (517) 552-2347

•
Web Site
milivcounty.com/planning

ZONING/MASTER PLAN AMENDMENT FORM

Livingston County Planning Commission, 304 East Grand River, Suite 206, Howell, MI 48843-2323

LOCAL CASE NUMBER _____ COUNTY CASE NUMBER 2-44-24

The Hamburg Township Planning Commission is submitting the following amendment for review and comment.

REZONING (MAP AMENDMENT) Property description and location (attach a map of the proposed amendment as required by law).

Size: _____ Property tax identifier: _____
Location: _____
Existing Zoning District is: _____ Proposed Zoning District: _____
Name of Petitioner: _____ Name of Property Owner: _____
Purpose of Change: _____
Existing Land Use: _____

ZONING ORDINANCE TEXT AMENDMENT The following Article(s) and Section(s) to be amended:

Article Number(s): XIII Article Name(s): Signs
Section Number(s): 36-482 Section Name(s): Sign regulation enforcement

Please attach a copy of the proposed zoning ordinance changes.

PUBLIC NOTICE AND PUBLICATION SCHEDULE

Legal notice of the public hearing was published on September 26, 2024 in the Press and Argus
(not less than 15 days before the public hearing per Michigan Zoning Enabling Act, Act 110 of 2006, MCL 125.3103)

_____ Newspaper, which has general circulation in the jurisdiction. The Hamburg Township Planning

Commission held a public hearing on October 16, 2024 to hear the views of the public on the proposed amendment.

MINUTES OF PUBLIC HEARING (Please check "a" or "b" below)

- a. The meeting minutes are attached.
- b. The minutes of the meeting will be sent later. The case information has been sent so that the Livingston County Planning Department staff can be working on the case while the minutes are being prepared. The facts brought out at the hearing are: (use additional sheets as necessary)

MASTER PLAN

Adoption of new or revised plan Amendment (Section/Chapter) _____

Note: For all master plan cases, the municipality must submit a statement signed by the Planning Commission Secretary stating that all of the necessary legislative bodies have been sent notice of the public hearing and copies of the proposed language/map, along with the name and address of each, and date of submittal.

PUBLIC NOTICE AND PUBLICATION SCHEDULE

Legal notice of the public hearing was published on _____
(not less than 15 days before the public hearing per Michigan Planning Enabling Act, Act 33 of 2008, MCL 125.3843)

in the _____ Newspaper, which has general circulation in the jurisdiction.

The Hamburg Township Planning Commission held a public hearing on _____ to hear the views of the public on the proposed amendment. (date)

MINUTES OF PUBLIC HEARING (Please check "a" or "b" below)

- a. The meeting minutes are attached.
- b. The minutes of the meeting will be sent later. The case information has been sent so that the Livingston County Planning Department staff can be working on the case while the minutes are being prepared. The facts brought out at the hearing are: (use additional sheets as necessary)

LOCAL JURISDICTION PLANNING COMMISSION ACTION

The recommendation of the Hamburg Township Planning Commission, at its meeting of October 16, 2024, was:

- Approval
- Disapproval
- Approval under the following conditions: (use additional sheets as necessary)

(Chair Signature)

LIVINGSTON COUNTY PLANNING COMMISSION ACTION

Date Received _____ Date of LCPC Meeting 11/20/24

The Commission on the above meeting date took the following action:

- Approval
- Approval with conditions stated in attachment
- Disapproval
- No action-encourage further review

(Chair Signature)

(Director Signature)

LOCAL JURISDICTION BOARD ACTION

Date of Meeting _____ The Hamburg Township Board at a legally constituted meeting held on the above date PASSED PASSED WITH AMENDED LANGUAGE DID NOT PASS NO ACTION-ENCOURAGE FURTHER REVIEW the recommended change contained herein.

Please sign and return one completed copy of this form to the Livingston County Planning Department.

(Clerk)

ZONING/MASTER PLAN AMENDMENT FORM

Livingston County Planning Commission, 304 East Grand River, Suite 206, Howell, MI 48843-2323

LOCAL CASE NUMBER _____ COUNTY CASE NUMBER 2-44-24

The Hamburg Township Planning Commission is submitting the following amendment for review and comment.

REZONING (MAP AMENDMENT) Property description and location (attach a map of the proposed amendment as required by law).

Size: _____ Property tax identifier: _____
Location: _____
Existing Zoning District is: _____ Proposed Zoning District: _____
Name of Petitioner: _____ Name of Property Owner: _____
Purpose of Change: _____
Existing Land Use: _____

ZONING ORDINANCE TEXT AMENDMENT The following Article(s) and Section(s) to be amended:

Article Number(s): XIII Article Name(s): Signs
Section Number(s): 36-482 Section Name(s): Sign regulation enforcement

Please attach a copy of the proposed zoning ordinance changes.

PUBLIC NOTICE AND PUBLICATION SCHEDULE

Legal notice of the public hearing was published on September 26, 2024 in the Press and Argus
(not less than 15 days before the public hearing per Michigan Zoning Enabling Act, Act 110 of 2006, MCL 125.3103)
_____ Newspaper, which has general circulation in the jurisdiction. The Hamburg Township Planning
Commission held a public hearing on October 16, 2024 to hear the views of the public on the proposed amendment.

MINUTES OF PUBLIC HEARING (Please check "a" or "b" below)

- a. The meeting minutes are attached.
- b. The minutes of the meeting will be sent later. The case information has been sent so that the Livingston County Planning Department staff can be working on the case while the minutes are being prepared. The facts brought out at the hearing are: (use additional sheets as necessary)

MASTER PLAN

Adoption of new or revised plan Amendment (Section/Chapter) _____

Note: For all master plan cases, the municipality must submit a statement signed by the Planning Commission Secretary stating that all of the necessary legislative bodies have been sent notice of the public hearing and copies of the proposed language/map, along with the name and address of each, and date of submittal.

PUBLIC NOTICE AND PUBLICATION SCHEDULE

Legal notice of the public hearing was published on _____
(not less than 15 days before the public hearing per Michigan Planning Enabling Act, Act 33 of 2008, MCL 125.3843)
in the _____ Newspaper, which has general circulation in the jurisdiction.
The Hamburg Township Planning Commission held a public hearing on _____ to hear the
views of the public on the proposed amendment. (date)

MINUTES OF PUBLIC HEARING (Please check "a" or "b" below)

- a. The meeting minutes are attached.
- b. The minutes of the meeting will be sent later. The case information has been sent so that the Livingston County Planning Department staff can be working on the case while the minutes are being prepared. The facts brought out at the hearing are: (use additional sheets as necessary)

LOCAL JURISDICTION PLANNING COMMISSION ACTION

The recommendation of the Hamburg Township Planning Commission, at its meeting of October 16, 2024, was:
(date)
 Approval Disapproval Approval under the following conditions: (use additional sheets as necessary)

(Chair Signature)

LIVINGSTON COUNTY PLANNING COMMISSION ACTION

Date Received _____ Date of LCPC Meeting 11/20/24
The Commission on the above meeting date took the following action:
 Approval Approval with conditions stated in attachment Disapproval No action-encourage further review

(Chair Signature)

(Director Signature)

LOCAL JURISDICTION BOARD ACTION

Date of Meeting _____ The Hamburg Township Board at a legally constituted
meeting held on the above date PASSED PASSED WITH AMENDED LANGUAGE DID NOT PASS NO ACTION-ENCOURAGE FURTHER REVIEW the
recommended change contained herein.

Please sign and return one completed copy of this form to the Livingston County Planning Department.

(Clerk)



Livingston County Department of Planning

MEMORANDUM

Scott Barb
AICP, PEM
Director

Robert A. Stanford
AICP
Principal Planner

Martha Haglund
AICP Candidate
Principal Planner

TO: Livingston County Planning Commission and the
Hamburg Township Board of Trustees

FROM: Martha Haglund, Principal Planner

DATE: October 25, 2024

SUBJECT: Z-44-24. Hamburg, Section 36-482 Signs and Sign
Enforcement

Hamburg Township is proposing to amend their zoning ordinance language related to signs and sign enforcement. The proposed amendments update the code enforcement article numbers. The amendments also require township approval for park/trail related signs.

Staff has reviewed the proposed amendments for accuracy and compatibility with the existing ordinance language and offers the following summary for your review. Staff comments are noted throughout with additions and changes to the Ordinance written in red.

Sec. 36-482. Sign regulation enforcement.

- (a) *Signs on private property.* Signs in violation of the regulations will be enforced by the zoning administrator or designee utilizing Ordinance No. 71-A the civil infraction ordinance.
- (b) *Signs within the public or private right-of-way or on public land.* Signs in violation of the regulations will be removed by the zoning administrator or designee.

Department Information

Administration Building
304 E. Grand River Ave.
Suite 206
Howell, MI 48843-2323

(517) 546-7555
Fax (517) 552-2347

Web Site
milivcounty.gov/planning

- (1) First violation: Will be removed and held for ten days at the Township offices, after which the signs will be discarded.
- (2) Second violation: The signs will be removed and will be discarded without a holding period.
- (3) Signs in continual violation of the regulations may be enforced by the Code Enforcement Officer, zoning administrator-Zoning Administrator, or designee, utilizing Ordinance No. 71-A Chapter 1, Article II, Section 1-45 – Sanctions for violations, in the Hamburg Township civil infractions-Code of Ordinances. ordinance.
- (4) Signs will be considered in the public right-of-way if they are within ten feet of a public street or if they are in violation of section 36-228.

Z-44-24: Hamburg Township
Sign and Sign Enforcement

- (5) For purposes of assessing fines and penalties only, a violation under this section shall be classified a Class E municipal civil infraction.
- (6) Signs for Park/Trail related events must be approved through the Park Use Application process.

TOWNSHIP PLANNING COMMISSION RECOMMENDATION: APPROVAL: The Hamburg Township Planning Commission approved the proposed text amendments at their October 16, 2024, meeting. There were no public comments.

STAFF RECOMMENDATION: APPROVAL The proposed text amendments are appropriate and will help to reinforce existing zoning language.



Livingston County Department of Planning

LIVINGSTON COUNTY PLANNING COMMISSION MEETING

Wednesday, November 20, 2024 – 6:30 p.m.

Administration Building, Board of Commissioners Chambers
304 East Grand River, Howell, MI 48843

Please note that this is a hybrid meeting with County Planning Commissioners and staff meeting in-person. Audience participants are welcome to attend in-person or via Zoom by using the meeting link at the bottom of the agenda.

Scott Barb
AICP, PEM
Director

Robert A. Stanford
AICP
Principal Planner

Martha Haglund
AICP Candidate
Principal Planner

Agenda

1. Call to Order
2. Pledge of Allegiance to the Flag
3. Roll and Introduction of Guests
4. Approval of Agenda – November 20, 2024
5. Approval of Meeting Minutes – October 16, 2024
6. Call to the Public
7. Presentation of Master Plan Photo Contest Winners
8. Zoning Reviews
 - A. Z-43-24: Hamburg Township Text Amendments, Section 36-434 Cottage Housing PUD
 - B. Z-44-24: Hamburg Township Text Amendments, Section 36-482 Signs and Sign Enforcement
 - C. PA-02-24: PA 116 Application – Conway Township - Copeland
9. Old Business:
10. New Business:
11. Reports:
 - A. Annual Meeting to Follow Adjournment
12. Commissioners Heard and Call to the Public
13. Adjournment

Department Information

Administration Building
304 E. Grand River Avenue
Suite 206
Howell, MI 48843-2323

•
(517) 546-7555
Fax (517) 552-2347

•
Web Site
<https://milivcounty.gov/planning/>

Via Zoom (on-line meetings):
<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>
 Via the Zoom app
Join a meeting, with meeting number: **399 700 0062**
 Enter the password: **LCBOC** (ensure there are no spaces before or after the password)
 Meeting ID: **399 700 0062**
 Password: **886752**

DRAFT
LIVINGSTON COUNTY PLANNING COMMISSION
MEETING MINUTES
NOVEMBER 20, 2024
6:30 p.m.
Hybrid In-Person and Virtual Zoom Meeting

Zoom Virtual Meeting Room Meeting ID: 399-700-0062 / Password: LCBOC
<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>

PLANNING COMMISSION			
COMMISSIONERS PRESENT:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; padding: 2px;"> Bill Anderson Matt Ikle Dennis Bowdoin Bill Call </td> <td style="width: 50%; padding: 2px;"> Margaret Burkholder Paul Funk Kevin Galbraith </td> </tr> </table>	Bill Anderson Matt Ikle Dennis Bowdoin Bill Call	Margaret Burkholder Paul Funk Kevin Galbraith
Bill Anderson Matt Ikle Dennis Bowdoin Bill Call	Margaret Burkholder Paul Funk Kevin Galbraith		
COMMISSIONERS ABSENT:			
STAFF PRESENT:	Scott Barb Rob Stanford Martha Haglund		
OTHERS PRESENT:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; padding: 2px;"> Bruce Powellson-Marion Twp Carolyn Wesley-Brighton James Wesley-Brighton </td> <td style="width: 50%; padding: 2px;"> Carol Peterson-Oceola Township Monica O’Connell </td> </tr> </table>	Bruce Powellson-Marion Twp Carolyn Wesley-Brighton James Wesley-Brighton	Carol Peterson-Oceola Township Monica O’Connell
Bruce Powellson-Marion Twp Carolyn Wesley-Brighton James Wesley-Brighton	Carol Peterson-Oceola Township Monica O’Connell		

1. **CALL TO ORDER:** Meeting was called to order by Planning Commissioner Anderson at 6:30 PM.
2. **PLEDGE OF ALLEGIANCE TO THE FLAG**
3. **ROLL AND INTRODUCTION OF GUESTS:** None.
4. **APPROVAL OF AGENDA:**

Commissioner Action: IT WAS MOVED BY COMMISSIONER IKLE TO APPROVE THE AGENDA, DATED NOVEMBER 20, 2024, SECONDED BY COMMISSIONER FUNK.

All in favor, motion passed 7-0.

5. **APPROVAL OF PLANNING COMMISSION MEETING MINUTES**

Commissioner Action: IT WAS MOVED BY COMMISSIONER CALL TO APPROVE THE MINUTES, DATED OCTOBER 16, 2024, SECONDED BY COMMISSIONER BURKHOLDER.

All in favor, motion passed 7-0.

6. **CALL TO THE PUBLIC:** None.
7. **PRESENTATION OF MASTER PLAN PHOTO CONTEST WINNERS.**

8. ZONING REVIEWS:

A. Z-43-24: HAMBURG TOWNSHIP, AMENDMENTS TO ZONING ORDINANCE ARTICLES – SECTION 36-434 COTTAGE HOUSING PUD.

Hamburg Township is proposing to remove their Cottage Housing Planned Unit Development Ordinance. The township amended and adopted Section 36.429-433: Elderly Cottage Housing Opportunity Ordinance to a Cottage Housing Opportunity Ordinance in September 2024. To avoid duplication of ordinances the township seeks to remove Sections 36:434-436.

Township Recommendation: Approval. Hamburg Township Planning Commission recommended approval to repeal Sections 36.434-438 of the Township Zoning Ordinance at their October 16, 2024, Planning Commission Meeting. There were not any public comments.

Staff Recommendation: Approval. The proposed text amendments are appropriate and are consistent with existing zoning language. The repeal of section 36:434-438 will avoid duplication in the Township Zoning Ordinance.

Commission Discussion: Commissioner Burkholder asked if the existing ordinance still contains all the requirements for cottage housing PUD's. Commissioner Call would like to see height requirements included in the proposed language.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER IKLE TO RECOMMEND APPROVAL, SECONDED BY COMMISSIONER GALBRAITH.

Motion passed: 7-0.

B. Z-44-24: HAMBURG TOWNSHIP, AMENDMENTS TO ZONING ORDINANCE ARTICLES – SECTION 36-482 SIGNS AND SIGNS ENFORCEMENT.

Hamburg Township is proposing to amend their zoning ordinance language related to signs and sign enforcement. The proposed amendments update the code enforcement article numbers. The amendments also require township approval for park/trail related signs.

Township Recommendation: Approval. The Hamburg Township Planning Commission approved the proposed text amendments at their October 16, 2024, meeting. There were no public comments.

Staff Recommendation: Approval. The proposed text amendments are appropriate and will help to reinforce existing zoning language.

Commission Discussion: None

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER FUNK TO RECOMMEND APPROVAL, SECONDED BY COMMISSIONER BOWDOIN.

Motion passed: 7-0.

9. OLD BUSINESS: None.

10. NEW BUSINESS: None.

11. REPORTS:

A. Annual Meeting to Follow Adjournment.

12. COMMISSIONERS HEARD AND CALL TO THE PUBLIC: None.

13. ADJOURNMENT:

Commissioner Action: IT WAS MOVED BY COMMISSIONER BOWDOIN TO ADJOURN THE MEETING AT 6:50 PM, SECONDED BY COMMISSIONER CALL

Motion passed: 7-0.

DRAFT



10405 Merrill Road
P.O. Box 157
Hamburg, MI 48139
(810) 231-1000
www.hamburg.mi.us

Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Bill Hahn, Patricia Hughes, Chuck Menzies, Cindy Michniewicz

PLANNING COMMISSION MEETING
Wednesday, October 16, 2024, at 7:00 PM
Hamburg Township Hall Board Room

MINUTES

CALL TO ORDER

Commissioner Muck called the meeting to order at 7:00 pm.

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD:

- 1) **PRESENT:**
John Hamlin
Patricia Hughes
Victor Leabu Jr
Deborah Mariani
Ron Muir
Jeff Muck, Chair
Joyce Priebe

- 2) **ABSENT:**
none

APPROVAL OF MEETING AGENDA for tonight.

Approval Motion made by Commissioner Mariani, seconded by Commissioner Muir, to approve the agenda as presented.

Vote: Ayes (7)

VOTE: MOTION CARRIED UNANIMOUSLY

APPROVAL OF THE MEETING MINUTES

Approval Motion made by Commissioner Leabu, seconded by Commissioner Priebe, to approve September 18, 2024, Planning Commission Meeting Minutes with corrections as noted by Commissioners Muir and Hamlin.

Vote: Ayes (7)

VOTE: MOTION CARRIED UNANIMOUSLY

CALL TO THE PUBLIC

Sarah Bennett- 10582 Livingston St. Spoke on the apartment size of the project being like to adjacent lots. She stated that the apartments were huge in comparison to the surrounding single-family homes that surround this project. One of the Township Board Members requested that the buffer between the homes and this apartment complex be increased. According to Sarah, she stated that she did not feel that the developer met this request since they only met the zoning requirements for the required buffer while they did not increase it. Second, she said that it only appears that grass and fence exist between the apartments and the surrounding homes. She said she doesn't feel that the developer should be able to include the trees on neighboring lots as their required landscape buffer between these two uses. Third, Washington Street entrance and sidewalk that goes to the gas station project as the access to the Lakeland Trails pathway. In the past, the Livingston County Road Commission said that no sidewalks could be installed on Washington and Livingston Streets. If that is still the case, then this stated access will not be available for residents use to access Lakeland Trails. She then posed a question regarding the pump station connected to the gas station, if this project which depends on this station is moving forward but the gas station is not. What then happens?

Brenda Vibbart-10564 Hall Rd. One, she spoke about the fence that will be between the single-family homes and the apartment complex. She stated that it should not be up to each individual homeowner to maintain their side of this fence. She wants the fence to be set back far enough that if any trees fall on the fence, they will not be responsible for its replacement. Two, she wants to ensure that no one will be able to walk through her property so she wanted to propose that the buffer fence should keep running past her parcel to keep teens from accessing residential homes from the Hoskins abandoned property. Three, she asked about any noise reduction devices to reduce sound from the community pool. Fourth, she mentioned that this property will be sandwiched between two gun ranges and they will need to let their renters know about this off-site noise, so they don't bombard the police with unnecessary noise complaints.

Dustin Hitchings- 10530 Hall Rd. One, complimented that the developer for creating a 20 feet setback buffer near his property. Two, he was dissatisfied to see that they did not keep the tree buffer recommended by the planning commission from all parts of his parcel. Three, he stated that this GPUD project has a 30% density increase which doesn't match the Village Center. Four, he mentioned the traffic study and that Commissioner Hughes shared her knowledge regarding a project being an F grade project, and that this site would be such during rush hour.

Megan Osborne- 10548 Hall Rd. One, mentioned that the developer is relying on the single-family homeowner's trees as their landscaping buffer despite that they are falling in the current windstorms. She is concerned that the developer is only proposing to place bushes in between her home and their project as their landscaping buffer.

OLD BUSINESS

1. PPAM #24-001 Final Site Plan Review (PCPUD) for the Lakeland Crossings on Learning Ln. (15-25-400-048)

Chair Muck welcomed David Rohr to present this project from the past to the present. At the last meeting, the planning commission members wanted the develop to address some issues and now they are back to address those issues. The fence being installed around the whole apartment complex and the size of the buffer between the homes and the project. Finally, they increased the lighting in the courtyards and the parking lot, while providing a photometric site plan.

Chair Muck welcomed the owner to the podium, and he said that they listened to the Planning Commissioners regarding their needs for this review, to approve it. He said that their civil engineer was present to address any of the commissioners' technical questions. Chair Muck invited the commissioners to ask questions, comments or motions about this project. Commissioner Leabu said that he complemented their choice in light fixtures, but he wanted to speak about the brackets being contemporary.

Commissioner Hamlin asked if all the lighting fixtures were pole mounted. The engineer said there are lights affixed to the apartment buildings that are porch lights that are operated by the tenants. The pole mounted lights will be located near the sidewalks. Commissioner Leabu asked how tall the poles were and one of the developers said 12 feet. Hamlin clarified that the site plan showed 14 feet, and the developer said she stands corrected. Leabu said he would like to see the pole heights to be 12 feet, and the developer said he would take note of this light pole height request. Commissioner Priebe thanked and complimented the developer for following her notes from the meeting minutes last month. Chair Muck asked a clarifying question of the developer regarding the residents' comments earlier about using the residents' vegetation as the project's buffer requirements. Muck asked David if this meets our zoning ordinance landscape requirements or should the commissioners ask the developer to enhance the buffer along the borders. There are old trees that might fall over or die, leaving these residents with open views of this complex. According to the owner, this project will plant all of the trees shown on their landscape plans for screening purposes and they are not counting the neighboring single family home property's trees as part of their requirements.

Commissioner Hughes asked Priebe what the requirements regarding the Lakeland Trail access were. Access to the Lakeland Trails shall be to the west through the Village Center and have them identify the sidewalk to the end of their property since they do not own anything else. The engineer came up to the podium to clarify that that some existing sidewalks exist onsite, and they are shown on the site plan off Washington St. Muck stated that he hoped that the Township Board and Township Supervisor would work with the county on street scape and the downtown pedestrian traffic. This is something that will need to be addressed at the Township Board level as we see these developments come in downtown. He said that was his opinion and he was not looking for that to be included in the motion.

Commissioner Priebe asked the commissioners if they need to add lighting for pedestrian scale lighting to the park to allow safe pedestrian access to the conditions for the final site plan for this project. Leabu and David said that had been satisfied.

Approval motion was made by Commissioner Priebe, seconded by Commissioner Muir, that the planning commission recommends approval for the final GPUD site plan as shown on this project plans to the Township Board because the project as conditioned is consistent with the requirements of the General Planned Unit Development regulations and will be able to meet site plan review standards of the zoning ordinance as discussed at the meeting tonight and presented in the staff report with the following conditions of approval:

Condition 1: Prior to the issuance of a land use permit, all appropriate approvals from local, county, state and federal agencies, including, but not limited to, Hamburg Township Fire, Accessor, and Public Works Departments,

the Livingston County Road Commission, Drain Commissioner, and Health Department, and the Michigan Department of Environmental, Great Lakes and Energy, and Transportation shall be received.

Condition 2: A development agreement including mater deeds and bylaws will be submitted for this project. This agreement will be reviewed by the Township Attorney. This agreement shall include a cross-access agreement that allows public use of the private roadways, sidewalks and parks within the project.

Condition 3: The new lighting fixtures presented, including the bollards, are acceptable and the height of the light poles shall not exceed 12 feet.

Roll Call Vote: Ayes (6) Mariani, Priebe, Leabu, Muck, Muir, Hughes

Nay (1) Hamlin

VOTE: MOTION CARRIED

NEW BUSINESS

1. Consideration of the repeal of the Zoning Ordinance Section 36-434 -Cottage housing planned unit development (CHPUD).

Chair Muck opened the meeting to David. David explained that he had given the commissioners a copy of the existing ordinance as well as the proposed ordinance. He stated we have two redundant ordinances that said the same thing. It was recommended by Commissioner Hughes to repeal the original cottage housing since it was largely covered in the newly updated ordinance. At the last meeting, there was no objection to doing this repeal. David is looking for a recommendation from the commissioners to take to the Township Board, in favor of repealing this second section of the cottage housing ordinance.

Approval motion made by Commissioner Hughes, seconded by Commissioner Priebe, to recommend to the Township Board to repeal Section 36-434 to 36-438 Cottage Housing Planned Unit Development (CHPUD).

Vote: Ayes (7)

VOTE: MOTION CARRIED UNANIMOUSLY

2. Proposed Amendments to PZTA #24-0004 Zoning Ordinance, Article 3, Section 36-482 Sign regulation enforcement.

Chair Muck opened the public hearing to David. David explained that this request came from Parks and Recreation Department for code enforcement and infraction penalties. Chair Muck stated that he sits on the Park and Recreational Board. He stated that signage enforcement needed to be clarified so staff and residents knew where signage could be placed, and how long it could stay there. We have had several

large events going on in the community on Merrill, and we needed to clean up the signage ordinance to get it on the books. Muck said he appreciated the work of Deby Hennerman. Commissioner Hamlin asked if this was all new. Chair Muck and David said no but that the park application and this ordinance needed to be clarified regarding the size, duration and placement of such signage. Commissioner Priebe asked if this was an ordinance that was ready to make a motion on or is this just something for us to look at? David told her that this was something that they could make a motion on since this was a public hearing. The redlined document is showing what changes are being made to this sign ordinance. Commissioner Priebe said that since this is a public hearing, it should be opened up for discussion from the public.

Chair Muck opened the call to the Public on this PZTA #24-0004 Zoning Ordinance, Article 3, Section 36-482 Sign regulation enforcement. No one came to the podium, so Chair Muck closed the call to Public.

Chair Muck opened the meeting to the commissioners.

Approval motion made by Commissioner Priebe, seconded by Commissioner Mariani, to propose revisions to Article 3, Section 36-482 Sign Regulation Enforcement as presented in tonight's meeting.

Vote: Ayes (7)

VOTE: MOTION CARRIED UNANIMOUSLY

3. **Zoning Administrator's Report-** we will not have any agenda items for November as of today. We will be looking to do the 5-year review of the Master Plan in January.

Commissioner Hamlin wanted to state that he got a copy of the traffic study for the Lakeland Trails Apartments, and it appears that we will be getting a four-way stop intersection. He said that this is not good. Some communities hire a traffic engineer on their behalf to interact with MDOT and since we are having a lot of these projects coming into this area, we might want to hire a traffic expert to review these studies and help with the traffic flow from this new area. Commissioner Leabu said he agreed with Hamlin. Commissioner Hughes asked David if the developer pays for these traffic studies. She said she didn't think that the engineers were out there onsite to check the flow numbers. David agreed that these traffic impact studies are difficult to understand. David admitted that we don't have a lot of say or power in this process. By having a third-party contractor engineer review, we might have a little more involvement in our communities traffic management. David agreed that this sounded like a good idea. Commissioner Priebe asked if around a bout would be a better plan than a four way stop for this intersection. Chair Muck agreed that this would be a good idea as well. He asked David to take this back to the Township Supervisor to have this discussion about the recommendation to have an outside firm or engineer analyze these studies on behalf of the township.

ADJOURNMENT

Approval motion by Commissioner Hughes, seconded by Commissioner Hamlin, to adjourn at 8:43pm.

Vote: Ayes (7)

VOTE: MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Lisa Perschke

Planning/Zoning Coordinator & Recording Secretary

David Rohr

Planning & Zoning Director

The minutes were approved as presented/corrected: _____

Commissioner Jeff Muck, Chairperson

Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Joanna Hardesty, Patricia Hughes, Chuck Menzies, Nick Miller

To: Township Board of Trustees
From: David Rohr
Date: December 17, 2024
RE: Zoning Ordinance Text Amendment (PZTA24-0005)

HISTORY:

Zoning Text Amendment to repeal Zoning Ordinance **Article VII, Section 36-434-438, Cottage Housing Planned Unit Development (CHPUD).**

The Hamburg Township Planning Commission recommended the repeal of Zoning Ordinance **Section 36-434-438** at their October 16, 2024, meeting. The Newley amended *PZTA24-0002 Cottage Housing Opportunity Planned Unit Development (CHOPUD)* will function as the only cottage planned unit development in the Township.

RECOMMENDATION:

Staff suggests that the Township Board discuss and review the recommended repeal of Zoning Ordinance **Section 36-434-438, Cottage Housing Planned Unit Development (CHPUD)**. If the Board should decide, a resolution may be made to pass the proposed zoning text amendment.

Example Approval Motion

The Township Board approves the repeal Zoning Ordinance **Section 36-434-438, Cottage Housing Planned Unit Development (CHPUD)** This text amendment was discussed at the Hamburg Township Board of Trustees Meeting on December 17, 2024.

Sec. 36-434. - Cottage housing planned unit development (CHPUD); intent.

- (a) It is the intent of this section and sections 36-435 to 36-438 to offer an alternative to traditional single-family detached and attached housing developments through the use of planned unit development legislation as authorized by the Michigan Zoning Enabling Act, Public Act No. 110 of 2006, as amended for the purpose of:
- (1) Encouraging the construction of more affordable single-family residential detached or attached dwelling units which utilizing public sewer and public water systems;
 - (2) Facilitating the construction of affordable single-family residential detached or attached housing units on a smaller scale than conventional multifamily developments to accommodate higher density and lower cost dwelling units;
 - (3) Offering an alternative to multifamily residential developments in order to provide affordable housing for persons in a small scale, less dense neighborhood setting;
 - (4) Preserving the rural character and appearance of the Township through the construction of small scale environmentally sensitive developments on sites within the village center master plan area.
 - (5) Encouraging the clustering of detached or attached single-family dwelling units to promote the safety and security of the residents.
- (b) These regulations are intended to preserve a traditional rural character to the land use pattern in the Township through the creation of small residential nodes contrasting with open space and less intensive land uses. This section is not intended as a device for circumventing the zoning regulations of the Township, the standards set forth therein, nor the planning concepts upon which this chapter has been based.
- (c) These regulations are intended to result in a specific development substantially consistent with zoning ordinance standards yet allow for modifications from the general standards.

(Zoning Ord. 2020, § 14.3.1, 1-5-2021)

Sec. 36-435. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

CHPUD means a housing development which meets the unique needs of the residents through the provision of significant facilities and services specifically designed to meet the physical or social needs of such residents.

CHPUD lot means land occupied or to be occupied by CHPUD units and accessory buildings permitted herein, together with such open spaces as are required under this chapter and having its principal frontage upon a street.

CHPUD unit means a single-family residential dwelling unit with full facilities for residential self-sufficiency.

(Zoning Ord. 2020, § 14.3.2, 1-5-2021)

Sec. 36-436. - Zoning.

A CHPUD may be located in the following zoning districts: RB, VC and VR.

(Zoning Ord. 2020, § 14.3.3, 1-5-2021)

Sec. 36-437. - Development design standards.

CHPUD housing shall meet the following criteria:

- (1) *Public sewer and public water.* Public sewer and public water shall be provided.
- (2) *CHPUD size.* No fewer than four CHPUD units nor more than 20 CHPUD units shall be permitted per lot.
- (3) *Acreage and density requirements.* A CHPUD development may be approved upon any residentially zoned land with density as permitted below:

<i>District</i>	<i>Minimum Acreage</i>	<i>Minimum Density per CHPUD Unit</i>
RB	1 acre	7,500 square feet
VC	1 acre	4,100 square feet
VR	1 acre	5,450 square feet

- (4) *Unified control.* The CHPUD shall be initially under single ownership or control, so there is a single person, entity or condominium having proprietary responsibility for the development of the CHPUD as evidenced by a title company licensed to do business in the state. In the event, all or any portion of the development changes ownership or control prior to completion of the project, the terms and conditions of this planned unit development shall be binding on any successor owner of all or any portion of the property.
- (5) *Guarantee of open/common space.* At least 50 percent of the total site area shall be preserved as open space. This open space shall be held in common ownership by all residents of the CHPUD. This open space shall be utilized for recreation facilities such as lawns, gardens, plazas, common use buildings, pool areas, picnic areas, walking trails or other open space uses which provide residents the opportunity to enjoy the features of the site. The open space shall be configured to be integrated with the individual units and maximize the proximity of each housing unit to natural open space. The principle common open space area shall be centralized to the project and at least 50 percent of the CHPUD units shall have their main entries on the centralized common space area. A guarantee to the satisfaction of the Township Planning Commission that all open/common space portions of the development will be maintained in the manner approved shall be provided. Documents shall be presented that bind all successors and future owners in fee title to commitments made as a part of the proposal. This provision shall not prohibit a transfer of ownership or control, provided notice of such transfer is provided to the Township and the land uses continue as approved in the CHPUD plan.
- (6) *Area, height, bulk and layout regulations.*

Maximum CHPUD unit floor area:	1,200 square feet
Maximum building height:	2 stories
Distance between walls of buildings:	10 feet
Basement:	Optional
Shed:	Optional

Garage:	Optional	Item 19.
Covered parking:	Optional	
Minimum setbacks*:	15 feet from street or private road right-of-way, 10 feet from side and rear lot lines, 5 feet from common access drives	
Common access drives:	4 feet from all lot lines	

*The setbacks are from the overall CHPUD lot.

- (7) *Attached units.* No more than four units shall be attached in a single structure.
- (8) *Garages/carports.* If provided, garages can be attached or detached from the main structure. Garages may be linked so as to have common walls. Garages/carports may be on common owned property.
- (9) *Porches.* Each CHPUD unit shall have a front porch that is a minimum of six feet deep and 50 percent of the front elevation.
- (10) *Private outdoor space.* Each unit shall have no more than 2,000 square feet of private outdoor space. This space shall include any private outdoor parking areas, open porches, and yard space that is not open for common use.
- (11) *Common area.* Each CHPUD shall have a common area containing at least one common use structure such as a pool house, clubhouse, gazebo, deck, patio or terrace that shall be covered with a roof, of similar architectural style and design as the CHPUD units located on the lot, and a minimum of 100 square feet. Common use structures can be counted towards the common open space area.
- (12) *Storage sheds.* Any storage sheds shall be so designed as to have the same roof pitch and architectural style as the CHPUD units in the development. Storage sheds may be linked so as to have common walls; however, each shed must have its own private, lockable access door. The dimensions of any shed servicing a CHPUD unit shall conform to other size provisions of this chapter. Storage sheds may be located on commonly owned property.
- (13) *Water and sewer system service.* CHPUD developments are required to be serviced by public sewer and public water services.
- (14)

Roads. The CHPUD shall have paved access designed and constructed to AASHTO standards and shall provide adequate access for emergency vehicles. Item 19.

- (15) *Parking requirements.* The parking standards for a CHPUD shall be two spaces per unit. Each parking space shall have a minimum size of 180 square feet (ten feet by 18 feet), may be located either on-site or within 100 feet of the site, may be on-street or off-street and may be within a garage or carport structure or unenclosed. If the applicant requests a reduction in the parking requirements the planning commission must make the findings that alternative transportation options have been provided to the future residence of the project.
- (16) *Construction drawings required.* Scaled floor plan and building elevation drawings shall be presented for each CHPUD unit within the CHPUD that has a different interior layout and square footage of living space.
- (17) *Sidewalks and access ramps.* All pedestrian circulation walkways and sidewalks shall be hard-surfaced with either asphalt, concrete or brick paving and be accessible to the handicapped according to the standards set forth in the Americans with Disabilities Act. Sidewalks and pathways shall be designed to connect the CHPUD units to the common areas on the lot and to connect with adjacent properties. Handicapped access ramps are exempt from the required setbacks.
- (18) *Interior design.* A minimum of ten percent or at least one, whichever is greater, of the CHPUD units shall meet the International Code Council (American National Standards Institute) Accessibility Standards for Type B units.
- (19) *Design compatibility.* The exterior of each CHPUD unit shall be compatible in terms of architectural design, materials and color with the residential structures in the immediate neighborhood within 300 feet of the development parcel or lot. However, all housing units shall be a minimum of 14 feet wide at their least horizontal dimension and attached to a permanent foundation. Accessory buildings for a CHPUD unit, such as detached garage, common room and shed structures, shall be architecturally compatible with the design and style of the CHPUD units. Compatibility of design shall be decided by the planning commission.
- (20) *Waiver of standards.* The planning commission is hereby empowered to waive site design standards and development area requirements if public health and safety are not compromised. The planning commission is further empowered to specify conditions in issuing any special use permits as may be required.

(Zoning Ord. 2020, § 14.3.4, 1-5-2021)

Sec. 36-438. - Project standards.

In considering any application for approval of a CHPUD site plan, the planning commission shall make their determinations on the basis of the standards for site plan approval set forth in article III of this chapter, as well as the following standards and requirements:

- (1) *Compliance with the CHPUD concept.* The overall design and land uses proposed in connection with a CHPUD shall be consistent with the intent of the CHPUD concept, as well as with the specific design standards set forth herein.
- (2) *Compatibility with adjacent uses.* The proposed CHPUD site plan shall set forth in detail, all specifications with respect to height, setbacks, density, parking, circulation, landscaping, views and other design features that exhibit due regard for the relationship of the development to surrounding properties, the character of the site, and the land uses. In determining whether this requirement has been met, consideration shall be given to:
 - a. The bulk, placement, and materials of construction of proposed structures.
 - b. Pedestrian and vehicular circulation.
 - c. The location and screening of vehicular use or parking areas.
 - d. The provision of landscaping and other site amenities.
- (3) *Protection of natural environment.* The proposed CHPUD shall be protective of the natural environment. It shall comply with all applicable environmental protection laws and regulations.
- (4) *Common area and unit maintenance.* The CHPUD shall include in the master deed, community bylaws or covenant provisions, as applicable for the maintenance of the common open space, including landscaping maintenance, snow removal and repairs to building exteriors, in a form approved by the Township Attorney.
- (5) *Compliance with applicable regulations.* The proposed CHPUD shall comply with all applicable federal, state and local regulations.

(Zoning Ord. 2020, § 14.3.5, 1-5-2021)



Livingston County Department of Planning

November 21, 2024

Hamburg Township Board of Trustees
c/o, Mike Dolan, Township Clerk
10405 Merrill Road
P.O. Box 157
Hamburg, MI 48139

Scott Barb
AICP, PEM
Director

Robert A. Stanford
AICP, PEM
Principal Planner

Martha Haglund
AICP Candidate
Principal Planner

Re: Z-43-24: Zoning Text Amendment Hamburg Article 36.434-438 Cottage Housing Planned Unit Development

Dear Board Members:

The Livingston County Planning Commission met on Wednesday, November 20, 2024, and reviewed the above text amendment. The County Planning Commissioners made the following recommendation:

Z-43-24 APPROVAL. The proposed amendments are appropriate and will help to reinforce the existing zoning language.

Copies of the staff review and Livingston County Planning Commission meeting minutes are enclosed. Please do not hesitate to contact our office should you have any questions regarding county action.

Sincerely,

Martha Haglund

Enclosures

c: Jeff Muck, Chair, Planning Commission
David Rohr, Planning & Zoning Director

Meeting minutes and agendas are available at:
<https://milivcounty.gov/planning/commission/>

Department Information

Administration Building
304 E. Grand River Avenue
Suite 206
Howell, MI 48843-2323

•
(517) 546-7555
Fax (517) 552-2347
•

Web Site
milivcounty.com/planning



Livingston County Department of Planning

MEMORANDUM

Scott Barb
AICP, PEM
Director

Robert A. Stanford
AICP
Principal Planner

Martha Haglund
AICP Candidate
Principal Planner

TO: Livingston County Planning Commission and the Hamburg Board of Trustees
FROM: Martha Haglund, Principal Planner
DATE: October 25, 2024
SUBJECT: Z-43-24. Hamburg Article 36-434-438 Cottage Housing Planned Unit Development

Hamburg Township is proposing to remove their Cottage Housing Planned Unit Development Ordinance. The township amended and adopted Section 36.429-433: Elderly Cottage Housing Opportunity Ordinance to a Cottage Housing Opportunity Ordinance in September 2024. To avoid duplication of ordinances, the township seeks to remove Sections 36:434-438.

Staff has reviewed the proposed amendments for accuracy and compatibility with the existing ordinance language and offers the following summary for your review. Staff comments are noted throughout. The proposed changes will be to repeal the entire ordinance.

The following will be removed from the Hamburg Township Ordinance:

Sec. 36-434. Cottage housing planned unit development (CHPUD); intent.

(a) It is the intent of this section and sections 36-435 to 36-438 to offer an alternative to traditional single-family detached and attached housing developments through the use of planned unit development legislation as authorized by the Michigan Zoning Enabling Act, Public Act No. 110 of 2006, as amended for the purpose of:

- (1) Encouraging the construction of more affordable single-family residential detached or attached dwelling units which utilizing public sewer and public water systems;
- (2) Facilitating the construction of affordable single-family residential detached or attached housing units on a smaller scale than conventional multifamily developments to accommodate higher density and lower cost dwelling units;

Department Information

Administration Building
304 E. Grand River Ave.
Suite 206
Howell, MI 48843-2323

•
(517) 546-7555
Fax (517) 552-2347

•
Web Site
milivcounty.gov/planning

Z-43-24: Hamburg Township
Repeal Cottage Housing PUD

- (3) Offering an alternative to multifamily residential developments in order to provide affordable housing for persons in a small scale, less dense neighborhood setting;
 - (4) Preserving the rural character and appearance of the Township through the construction of small scale environmentally sensitive developments on sites within the village center master plan area.
 - (5) Encouraging the clustering of detached or attached single-family dwelling units to promote the safety and security of the residents.
- (b) These regulations are intended to preserve a traditional rural character to the land use pattern in the Township through the creation of small residential nodes contrasting with open space and less intensive land uses. This section is not intended as a device for circumventing the zoning regulations of the Township, the standards set forth therein, nor the planning concepts upon which this chapter has been based.
- (c) These regulations are intended to result in a specific development substantially consistent with zoning ordinance standards yet allow for modifications from the general standards.

Sec. 36-435. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

CHPUD means a housing development which meets the unique needs of the residents through the provision of significant facilities and services specifically designed to meet the physical or social needs of such residents.

CHPUD lot means land occupied or to be occupied by CHPUD units and accessory buildings permitted herein, together with such open spaces as are required under this chapter and having its principal frontage upon a street.

CHPUD unit means a single-family residential dwelling unit with full facilities for residential self-sufficiency.

Sec. 36-436. Zoning.

A CHPUD may be located in the following zoning districts: RB, VC and VR.

Sec. 36-437. Development design standards.

CHPUD housing shall meet the following criteria:

- (1) *Public sewer and public water.* Public sewer and public water shall be provided.
- (2) *CHPUD size.* No fewer than four CHPUD units nor more than 20 CHPUD units shall be permitted per lot.
- (3) *Acreage and density requirements.* A CHPUD development may be approved upon any residentially zoned land with density as permitted below:

Z-43-24: Hamburg Township
 Repeal Cottage Housing PUD

District	Minimum Acreage	Minimum Density per CHPUD Unit
RB	1 acre	7,500 square feet
VC	1 acre	4,100 square feet
VR	1 acre	5,450 square feet

- (4) *Unified control.* The CHPUD shall be initially under single ownership or control, so there is a single person, entity or condominium having proprietary responsibility for the development of the CHPUD as evidenced by a title company licensed to do business in the state. In the event, all or any portion of the development changes ownership or control prior to completion of the project, the terms and conditions of this planned unit development shall be binding on any successor owner of all or any portion of the property.
- (5) *Guarantee of open/common space.* At least 50 percent of the total site area shall be preserved as open space. This open space shall be held in common ownership by all residents of the CHPUD. This open space shall be utilized for recreation facilities such as lawns, gardens, plazas, common use buildings, pool areas, picnic areas, walking trails or other open space uses which provide residents the opportunity to enjoy the features of the site. The open space shall be configured to be integrated with the individual units and maximize the proximity of each housing unit to natural open space. The principle common open space area shall be centralized to the project and at least 50 percent of the CHPUD units shall have their main entries on the centralized common space area. A guarantee to the satisfaction of the Township Planning Commission that all open/common space portions of the development will be maintained in the manner approved shall be provided. Documents shall be presented that bind all successors and future owners in fee title to commitments made as a part of the proposal. This provision shall not prohibit a transfer of ownership or control, provided notice of such transfer is provided to the Township and the land uses continue as approved in the CHPUD plan.
- (6) *Area, height, bulk and layout regulations.*

Maximum CHPUD unit floor area:	1,200 square feet
Maximum building height:	2 stories
Distance between walls of buildings:	10 feet
Basement:	Optional
Shed:	Optional
Garage:	Optional
Covered parking:	Optional
Minimum setbacks*:	15 feet from street or private road right-of-way, 10 feet from side and rear lot lines, 5 feet from common access drives
Common access drives:	4 feet from all lot lines

*The setbacks are from the overall CHPUD lot.

- (7) *Attached units.* No more than four units shall be attached in a single structure.

Z-43-24: Hamburg Township
Repeal Cottage Housing PUD

- (8) *Garages/carports.* If provided, garages can be attached or detached from the main structure. Garages may be linked so as to have common walls. Garages/carports may be on common owned property.
- (9) *Porches.* Each CHPUD unit shall have a front porch that is a minimum of six feet deep and 50 percent of the front elevation.
- (10) *Private outdoor space.* Each unit shall have no more than 2,000 square feet of private outdoor space. This space shall include any private outdoor parking areas, open porches, and yard space that is not open for common use.
- (11) *Common area.* Each CHPUD shall have a common area containing at least one common use structure such as a pool house, clubhouse, gazebo, deck, patio or terrace that shall be covered with a roof, of similar architectural style and design as the CHPUD units located on the lot, and a minimum of 100 square feet. Common use structures can be counted towards the common open space area.
- (12) *Storage sheds.* Any storage sheds shall be so designed as to have the same roof pitch and architectural style as the CHPUD units in the development. Storage sheds may be linked so as to have common walls; however, each shed must have its own private, lockable access door. The dimensions of any shed servicing a CHPUD unit shall conform to other size provisions of this chapter. Storage sheds may be located on commonly owned property.
- (13) *Water and sewer system service.* CHPUD developments are required to be serviced by public sewer and public water services.
- (14) *Roads.* The CHPUD shall have paved access designed and constructed to AASHTO standards and shall provide adequate access for emergency vehicles.
- (15) *Parking requirements.* The parking standards for a CHPUD shall be two spaces per unit. Each parking space shall have a minimum size of 180 square feet (ten feet by 18 feet), may be located either on-site or within 100 feet of the site, may be on-street or off-street and may be within a garage or carport structure or unenclosed. If the applicant requests a reduction in the parking requirements the planning commission must make the findings that alternative transportation options have been provided to the future residence of the project.
- (16) *Construction drawings required.* Scaled floor plan and building elevation drawings shall be presented for each CHPUD unit within the CHPUD that has a different interior layout and square footage of living space.
- (17) *Sidewalks and access ramps.* All pedestrian circulation walkways and sidewalks shall be hard-surfaced with either asphalt, concrete or brick paving and be accessible to the handicapped according to the standards set forth in the Americans with Disabilities Act. Sidewalks and pathways shall be designed to connect the CHPUD units to the common areas on the lot and to connect with adjacent properties. Handicapped access ramps are exempt from the required setbacks.
- (18) *Interior design.* A minimum of ten percent or at least one, whichever is greater, of the CHPUD units shall meet the International Code Council (American National Standards Institute) Accessibility Standards for Type B units.
- (19) *Design compatibility.* The exterior of each CHPUD unit shall be compatible in terms of architectural design, materials and color with the residential structures in the

Z-43-24: Hamburg Township
Repeal Cottage Housing PUD

immediate neighborhood within 300 feet of the development parcel or lot. However, all housing units shall be a minimum of 14 feet wide at their least horizontal dimension and attached to a permanent foundation. Accessory buildings for a CHPUD unit, such as detached garage, common room and shed structures, shall be architecturally compatible with the design and style of the CHPUD units. Compatibility of design shall be decided by the planning commission.

- (20) *Waiver of standards.* The planning commission is hereby empowered to waive site design standards and development area requirements if public health and safety are not compromised. The planning commission is further empowered to specify conditions in issuing any special use permits as may be required.

Sec. 36-438. Project standards.

In considering any application for approval of a CHPUD site plan, the planning commission shall make their determinations on the basis of the standards for site plan approval set forth in article III of this chapter, as well as the following standards and requirements:

- (1) *Compliance with the CHPUD concept.* The overall design and land uses proposed in connection with a CHPUD shall be consistent with the intent of the CHPUD concept, as well as with the specific design standards set forth herein.
- (2) *Compatibility with adjacent uses.* The proposed CHPUD site plan shall set forth in detail, all specifications with respect to height, setbacks, density, parking, circulation, landscaping, views and other design features that exhibit due regard for the relationship of the development to surrounding properties, the character of the site, and the land uses. In determining whether this requirement has been met, consideration shall be given to:
 - a. The bulk, placement, and materials of construction of proposed structures.
 - b. Pedestrian and vehicular circulation.
 - c. The location and screening of vehicular use or parking areas.
 - d. The provision of landscaping and other site amenities.
- (3) *Protection of natural environment.* The proposed CHPUD shall be protective of the natural environment. It shall comply with all applicable environmental protection laws and regulations.
- (4) *Common area and unit maintenance.* The CHPUD shall include in the master deed, community bylaws or covenant provisions, as applicable for the maintenance of the common open space, including landscaping maintenance, snow removal and repairs to building exteriors, in a form approved by the Township Attorney.
- (5) *Compliance with applicable regulations.* The proposed CHPUD shall comply with all applicable federal, state and local regulations.

Staff Comments: The Township amended and adopted Section 36.429-433: Elderly Cottage Housing Opportunity Ordinance to a Cottage Housing Opportunity Ordinance in September 2024. To avoid duplication in the zoning ordinance the township seeks to remove Sec. 36.434-438 from the Township Zoning Ordinance.

Z-43-24: Hamburg Township
Repeal Cottage Housing PUD

TOWNSHIP RECOMMENDATION: APPROVAL Hamburg Township Planning Commission recommended approval to repeal Sections 36.434-438 of the Township Zoning Ordinance at their October 16, 2024, Planning Commission Meeting. There were not any public comments.

STAFF RECOMMENDATION: APPROVAL The proposed text amendments are appropriate and are consistent with existing zoning language. The repeal of section 36:434-438 will avoid duplication in the Township Zoning Ordinance.



Livingston County Department of Planning

LIVINGSTON COUNTY PLANNING COMMISSION MEETING

Wednesday, November 20, 2024 – 6:30 p.m.

Administration Building, Board of Commissioners Chambers
304 East Grand River, Howell, MI 48843

Please note that this is a hybrid meeting with County Planning Commissioners and staff meeting in-person. Audience participants are welcome to attend in-person or via Zoom by using the meeting link at the bottom of the agenda.

Scott Barb
AICP, PEM
Director

Robert A. Stanford
AICP
Principal Planner

Martha Haglund
AICP Candidate
Principal Planner

Agenda

1. Call to Order
2. Pledge of Allegiance to the Flag
3. Roll and Introduction of Guests
4. Approval of Agenda – November 20, 2024
5. Approval of Meeting Minutes – October 16, 2024
6. Call to the Public
7. Presentation of Master Plan Photo Contest Winners
8. Zoning Reviews
 - A. Z-43-24: Hamburg Township Text Amendments, Section 36-434 Cottage Housing PUD
 - B. Z-44-24: Hamburg Township Text Amendments, Section 36-482 Signs and Sign Enforcement
 - C. PA-02-24: PA 116 Application – Conway Township - Copeland
9. Old Business:
10. New Business:
11. Reports:
 - A. Annual Meeting to Follow Adjournment
12. Commissioners Heard and Call to the Public
13. Adjournment

Department Information

Administration Building
304 E. Grand River Avenue
Suite 206
Howell, MI 48843-2323

(517) 546-7555
Fax (517) 552-2347

Web Site
<https://milivcounty.gov/planning/>

Via Zoom (on-line meetings):

<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRjWkVIZz09>

Via the Zoom app

Join a meeting, with meeting number: **399 700 0062**

Enter the password: **LCBOC** (ensure there are no spaces before or after the password)

Meeting ID: **399 700 0062**

Password: **886752**

DRAFT
LIVINGSTON COUNTY PLANNING COMMISSION
MEETING MINUTES
NOVEMBER 20, 2024
 6:30 p.m.
 Hybrid In-Person and Virtual Zoom Meeting

Zoom Virtual Meeting Room Meeting ID: 399-700-0062 / Password: LCBOC
<https://zoom.us/j/3997000062?pwd=SUdLYVFFcmozWnFxbm0vcHRiWkVIZz09>

PLANNING COMMISSION			
COMMISSIONERS PRESENT:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> Bill Anderson Matt Ikle Dennis Bowdoin Bill Call </td> <td style="width: 50%; border: none;"> Margaret Burkholder Paul Funk Kevin Galbraith </td> </tr> </table>	Bill Anderson Matt Ikle Dennis Bowdoin Bill Call	Margaret Burkholder Paul Funk Kevin Galbraith
Bill Anderson Matt Ikle Dennis Bowdoin Bill Call	Margaret Burkholder Paul Funk Kevin Galbraith		
COMMISSIONERS ABSENT:			
STAFF PRESENT:	Scott Barb Rob Stanford Martha Haglund		
OTHERS PRESENT:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> Bruce Powellson-Marion Twp Carolyn Wesley-Brighton James Wesley-Brighton </td> <td style="width: 50%; border: none;"> Carol Peterson-Oceola Township Monica O’Connell </td> </tr> </table>	Bruce Powellson-Marion Twp Carolyn Wesley-Brighton James Wesley-Brighton	Carol Peterson-Oceola Township Monica O’Connell
Bruce Powellson-Marion Twp Carolyn Wesley-Brighton James Wesley-Brighton	Carol Peterson-Oceola Township Monica O’Connell		

1. **CALL TO ORDER:** Meeting was called to order by Planning Commissioner Anderson at 6:30 PM.
2. **PLEDGE OF ALLEGIANCE TO THE FLAG**
3. **ROLL AND INTRODUCTION OF GUESTS:** None.
4. **APPROVAL OF AGENDA:**

Commissioner Action: IT WAS MOVED BY COMMISSIONER IKLE TO APPROVE THE AGENDA, DATED NOVEMBER 20, 2024, SECONDED BY COMMISSIONER FUNK.

All in favor, motion passed 7-0.

5. **APPROVAL OF PLANNING COMMISSION MEETING MINUTES**

Commissioner Action: IT WAS MOVED BY COMMISSIONER CALL TO APPROVE THE MINUTES, DATED OCTOBER 16, 2024, SECONDED BY COMMISSIONER BURKHOLDER.

All in favor, motion passed 7-0.

6. **CALL TO THE PUBLIC:** None.
7. **PRESENTATION OF MASTER PLAN PHOTO CONTEST WINNERS.**

8. ZONING REVIEWS:

A. Z-43-24: HAMBURG TOWNSHIP, AMENDMENTS TO ZONING ORDINANCE ARTICLES – SECTION 36-434 COTTAGE HOUSING PUD.

Hamburg Township is proposing to remove their Cottage Housing Planned Unit Development Ordinance. The township amended and adopted Section 36.429-433: Elderly Cottage Housing Opportunity Ordinance to a Cottage Housing Opportunity Ordinance in September 2024. To avoid duplication of ordinances the township seeks to remove Sections 36:434-436.

Township Recommendation: Approval. Hamburg Township Planning Commission recommended approval to repeal Sections 36.434-438 of the Township Zoning Ordinance at their October 16, 2024, Planning Commission Meeting. There were not any public comments.

Staff Recommendation: Approval. The proposed text amendments are appropriate and are consistent with existing zoning language. The repeal of section 36:434-438 will avoid duplication in the Township Zoning Ordinance.

Commission Discussion: Commissioner Burkholder asked if the existing ordinance still contains all the requirements for cottage housing PUD's. Commissioner Call would like to see height requirements included in the proposed language.

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER IKLE TO RECOMMEND APPROVAL, SECONDED BY COMMISSIONER GALBRAITH.
Motion passed: 7-0.

B. Z-44-24: HAMBURG TOWNSHIP, AMENDMENTS TO ZONING ORDINANCE ARTICLES – SECTION 36-482 SIGNS AND SIGNS ENFORCEMENT.

Hamburg Township is proposing to amend their zoning ordinance language related to signs and sign enforcement. The proposed amendments update the code enforcement article numbers. The amendments also require township approval for park/trail related signs.

Township Recommendation: Approval. The Hamburg Township Planning Commission approved the proposed text amendments at their October 16, 2024, meeting. There were no public comments.

Staff Recommendation: Approval. The proposed text amendments are appropriate and will help to reinforce existing zoning language.

Commission Discussion: None

Public Comment: None.

Commission Action:

Commissioner Action: IT WAS MOVED BY COMMISSIONER FUNK TO RECOMMEND APPROVAL, SECONDED BY COMMISSIONER BOWDOIN.
Motion passed: 7-0.

9. OLD BUSINESS: None.

10. NEW BUSINESS: None.

11. REPORTS:

A. Annual Meeting to Follow Adjournment.

12. COMMISSIONERS HEARD AND CALL TO THE PUBLIC: None.

13. ADJOURNMENT:

Commissioner Action: IT WAS MOVED BY COMMISSIONER BOWDOIN TO ADJOURN THE MEETING AT 6:50 PM, SECONDED BY COMMISSIONER CALL

Motion passed: 7-0.

DRAFT



10405 Merrill Road
P.O. Box 157
Hamburg, MI 48139
(810) 231-1000
www.hamburg.mi.us

Supervisor Pat Hohl Clerk Mike Dolan Treasurer Jason Negri Trustees Bill Hahn, Patricia Hughes, Chuck Menzies, Cindy Michniewicz

PLANNING COMMISSION MEETING
Wednesday, October 16, 2024, at 7:00 PM
Hamburg Township Hall Board Room

MINUTES

CALL TO ORDER

Commissioner Muck called the meeting to order at 7:00 pm.

PLEDGE TO THE FLAG

ROLL CALL OF THE BOARD:

- 1) **PRESENT:**
 - John Hamlin
 - Patricia Hughes
 - Victor Leabu Jr
 - Deborah Mariani
 - Ron Muir
 - Jeff Muck, Chair
 - Joyce Priebe

- 2) **ABSENT:**
 - none

APPROVAL OF MEETING AGENDA for tonight.

Approval Motion made by Commissioner Mariani, seconded by Commissioner Muir, to approve the agenda as presented.

Vote: Ayes (7)

VOTE: MOTION CARRIED UNANIMOUSLY

APPROVAL OF THE MEETING MINUTES

Approval Motion made by Commissioner Leabu, seconded by Commissioner Priebe, to approve September 18, 2024, Planning Commission Meeting Minutes with corrections as noted by Commissioners Muir and Hamlin.

Vote: Ayes (7)

VOTE: MOTION CARRIED UNANIMOUSLY

CALL TO THE PUBLIC

Sarah Bennett- 10582 Livingston St. Spoke on the apartment size of the project being like to adjacent lots. She stated that the apartments were huge in comparison to the surrounding single-family homes that surround this project. One of the Township Board Members requested that the buffer between the homes and this apartment complex be increased. According to Sarah, she stated that she did not feel that the developer met this request since they only met the zoning requirements for the required buffer while they did not increase it. Second, she said that it only appears that grass and fence exist between the apartments and the surrounding homes. She said she doesn't feel that the developer should be able to include the trees on neighboring lots as their required landscape buffer between these two uses. Third, Washington Street entrance and sidewalk that goes to the gas station project as the access to the Lakeland Trails pathway. In the past, the Livingston County Road Commission said that no sidewalks could be installed on Washington and Livingston Streets. If that is still the case, then this stated access will not be available for residents use to access Lakeland Trails. She then posed a question regarding the pump station connected to the gas station, if this project which depends on this station is moving forward but the gas station is not. What then happens?

Brenda Vibbart-10564 Hall Rd. One, she spoke about the fence that will be between the single-family homes and the apartment complex. She stated that it should not be up to each individual homeowner to maintain their side of this fence. She wants the fence to be set back far enough that if any trees fall on the fence, they will not be responsible for its replacement. Two, she wants to ensure that no one will be able to walk through her property so she wanted to propose that the buffer fence should keep running past her parcel to keep teens from accessing residential homes from the Hoskins abandoned property. Three, she asked about any noise reduction devices to reduce sound from the community pool. Fourth, she mentioned that this property will be sandwiched between two gun ranges and they will need to let their renters know about this off-site noise, so they don't bombard the police with unnecessary noise complaints.

Dustin Hitchings- 10530 Hall Rd. One, complimented that the developer for creating a 20 feet setback buffer near his property. Two, he was dissatisfied to see that they did not keep the tree buffer recommended by the planning commission from all parts of his parcel. Three, he stated that this GPUD project has a 30% density increase which doesn't match the Village Center. Four, he mentioned the traffic study and that Commissioner Hughes shared her knowledge regarding a project being an F grade project, and that this site would be such during rush hour.

Megan Osborne- 10548 Hall Rd. One, mentioned that the developer is relying on the single-family homeowner's trees as their landscaping buffer despite that they are falling in the current windstorms. She is concerned that the developer is only proposing to place bushes in between her home and their project as their landscaping buffer.

OLD BUSINESS

1. PPAM #24-001 Final Site Plan Review (PCPUD) for the Lakeland Crossings on Learning Ln. (15-25-400-048)

Chair Muck welcomed David Rohr to present this project from the past to the present. At the last meeting, the planning commission members wanted the develop to address some issues and now they are back to address those issues. The fence being installed around the whole apartment complex and the size of the buffer between the homes and the project. Finally, they increased the lighting in the courtyards and the parking lot, while providing a photometric site plan.

Chair Muck welcomed the owner to the podium, and he said that they listened to the Planning Commissioners regarding their needs for this review, to approve it. He said that their civil engineer was present to address any of the commissioners' technical questions. Chair Muck invited the commissioners to ask questions, comments or motions about this project. Commissioner Leabu said that he complemented their choice in light fixtures, but he wanted to speak about the brackets being contemporary.

Commissioner Hamlin asked if all the lighting fixtures were pole mounted. The engineer said there are lights affixed to the apartment buildings that are porch lights that are operated by the tenants. The pole mounted lights will be located near the sidewalks. Commissioner Leabu asked how tall the poles were and one of the developers said 12 feet. Hamlin clarified that the site plan showed 14 feet, and the developer said she stands corrected. Leabu said he would like to see the pole heights to be 12 feet, and the developer said he would take note of this light pole height request. Commissioner Priebe thanked and complimented the developer for following her notes from the meeting minutes last month. Chair Muck asked a clarifying question of the developer regarding the residents' comments earlier about using the residents' vegetation as the project's buffer requirements. Muck asked David if this meets our zoning ordinance landscape requirements or should the commissioners ask the developer to enhance the buffer along the borders. There are old trees that might fall over or die, leaving these residents with open views of this complex. According to the owner, this project will plant all of the trees shown on their landscape plans for screening purposes and they are not counting the neighboring single family home property's trees as part of their requirements.

Commissioner Hughes asked Priebe what the requirements regarding the Lakeland Trail access were. Access to the Lakeland Trails shall be to the west through the Village Center and have them identify the sidewalk to the end of their property since they do not own anything else. The engineer came up to the podium to clarify that that some existing sidewalks exist onsite, and they are shown on the site plan off Washington St. Muck stated that he hoped that the Township Board and Township Supervisor would work with the county on street scape and the downtown pedestrian traffic. This is something that will need to be addressed at the Township Board level as we see these developments come in downtown. He said that was his opinion and he was not looking for that to be included in the motion.

Commissioner Priebe asked the commissioners if they need to add lighting for pedestrian scale lighting to the park to allow safe pedestrian access to the conditions for the final site plan for this project. Leabu and David said that had been satisfied.

Approval motion was made by Commissioner Priebe, seconded by Commissioner Muir, that the planning commission recommends approval for the final GPUD site plan as shown on this project plans to the Township Board because the project as conditioned is consistent with the requirements of the General Planned Unit Development regulations and will be able to meet site plan review standards of the zoning ordinance as discussed at the meeting tonight and presented in the staff report with the following conditions of approval:

Condition 1: Prior to the issuance of a land use permit, all appropriate approvals from local, county, state and federal agencies, including, but not limited to, Hamburg Township Fire, Accessor, and Public Works Departments,

the Livingston County Road Commission, Drain Commissioner, and Health Department, and the Michigan Department of Environmental, Great Lakes and Energy, and Transportation shall be received.

Condition 2: A development agreement including mater deeds and bylaws will be submitted for this project. This agreement will be reviewed by the Township Attorney. This agreement shall include a cross-access agreement that allows public use of the private roadways, sidewalks and parks within the project.

Condition 3: The new lighting fixtures presented, including the bollards, are acceptable and the height of the light poles shall not exceed 12 feet.

Roll Call Vote: Ayes (6) Mariani, Priebe, Leabu, Muck, Muir, Hughes

Nay (1) Hamlin

VOTE: MOTION CARRIED

NEW BUSINESS

1. Consideration of the repeal of the Zoning Ordinance Section 36-434 -Cottage housing planned unit development (CHPUD).

Chair Muck opened the meeting to David. David explained that he had given the commissioners a copy of the existing ordinance as well as the proposed ordinance. He stated we have two redundant ordinances that said the same thing. It was recommended by Commissioner Hughes to repeal the original cottage housing since it was largely covered in the newly updated ordinance. At the last meeting, there was no objection to doing this repeal. David is looking for a recommendation from the commissioners to take to the Township Board, in favor of repealing this second section of the cottage housing ordinance.

Approval motion made by Commissioner Hughes, seconded by Commissioner Priebe, to recommend to the Township Board to repeal Section 36-434 to 36-438 Cottage Housing Planned Unit Development (CHPUD).

Vote: Ayes (7)

VOTE: MOTION CARRIED UNANIMOUSLY

2. Proposed Amendments to PZTA #24-0004 Zoning Ordinance, Article 3, Section 36-482 Sign regulation enforcement.

Chair Muck opened the public hearing to David. David explained that this request came from Parks and Recreation Department for code enforcement and infraction penalties. Chair Muck stated that he sits on the Park and Recreational Board. He stated that signage enforcement needed to be clarified so staff and residents knew where signage could be placed, and how long it could stay there. We have had several

large events going on in the community on Merrill, and we needed to clean up the signage ordinance to get it on the books. Muck said he appreciated the work of Deby Hennerman. Commissioner Hamlin asked if this was all new. Chair Muck and David said no but that the park application and this ordinance needed to be clarified regarding the size, duration and placement of such signage. Commissioner Priebe asked if this was an ordinance that was ready to make a motion on or is this just something for us to look at? David told her that this was something that they could make a motion on since this was a public hearing. The redlined document is showing what changes are being made to this sign ordinance. Commissioner Priebe said that since this is a public hearing, it should be opened up for discussion from the public.

Chair Muck opened the call to the Public on this PZTA #24-0004 Zoning Ordinance, Article 3, Section 36-482 Sign regulation enforcement. No one came to the podium, so Chair Muck closed the call to Public.

Chair Muck opened the meeting to the commissioners.

Approval motion made by Commissioner Priebe, seconded by Commissioner Mariani, to propose revisions to Article 3, Section 36-482 Sign Regulation Enforcement as presented in tonight's meeting.

Vote: Ayes (7)

VOTE: MOTION CARRIED UNANIMOUSLY

3. **Zoning Administrator's Report-** we will not have any agenda items for November as of today. We will be looking to do the 5-year review of the Master Plan in January.

Commissioner Hamlin wanted to state that he got a copy of the traffic study for the Lakeland Trails Apartments, and it appears that we will be getting a four-way stop intersection. He said that this is not good. Some communities hire a traffic engineer on their behalf to interact with MDOT and since we are having a lot of these projects coming into this area, we might want to hire a traffic expert to review these studies and help with the traffic flow from this new area. Commissioner Leabu said he agreed with Hamlin. Commissioner Hughes asked David if the developer pays for these traffic studies. She said she didn't think that the engineers were out there onsite to check the flow numbers. David agreed that these traffic impact studies are difficult to understand. David admitted that we don't have a lot of say or power in this process. By having a third-party contractor engineer review, we might have a little more involvement in our communities traffic management. David agreed that this sounded like a good idea. Commissioner Priebe asked if around a bout would be a better plan than a four way stop for this intersection. Chair Muck agreed that this would be a good idea as well. He asked David to take this back to the Township Supervisor to have this discussion about the recommendation to have an outside firm or engineer analyze these studies on behalf of the township.

ADJOURNMENT

Approval motion by Commissioner Hughes, seconded by Commissioner Hamlin, to adjourn at 8:43pm.

Vote: Ayes (7)

VOTE: MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Lisa Perschke

Planning/Zoning Coordinator & Recording Secretary

David Rohr

Planning & Zoning Director

The minutes were approved as presented/corrected: _____

Commissioner Jeff Muck, Chairperson



Hamburg Township Offices
10405 Merrill Rd., P.O. Box 157
Hamburg, MI 48139
(810)231-1000
www.hamburg.mi.us

Memorandum

Date: December 9, 2024

To: Township Board of Trustees

From: Deby Henneman, Parks Coordinator

Re: Parks and Recreation Committee Member Re-Appointments

The term for all of the At-Large Members expires 1/1/2025 and they all need to be re-appointed before the next Parks meeting on January 28, 2025.

Unless any changes are proposed, I recommend re-appointing Cliff Auxier, Barb McCabe, and Jeff Muck for another 2-year term to expire 1/1/2027.

These appointments are in addition to the Clerk & 1 additional member of the Township Board of Trustees, as outlined in the current Bylaws. A copy has been attached for reference.

HAMBURG TOWNSHIP PARKS AND RECREATION COMMITTEE

BYLAWS & RULES OF PROCEDURE

Article I - Name

Hamburg Township Parks & Recreation Committee

Article II - Purpose

The Parks and Recreation Committee shall be an advisory body to the Hamburg Township Board of Trustee's for the following:

- 2.1 Management of Parklands and Recreational Facilities, Township Senior/Community Center, and the Lakelands Trail, including the approval and scheduling of their use.
- 2.2 Review of an Annual Business Plan and Supporting Budget as presented by the Clerk.
- 2.3 Development of recommendations to the Hamburg Township Board regarding expenditures and program enhancements.
- 2.4 Development and oversight of all grant proposals related to the Township's Parkland facilities and/or operations.
- 2.5 Development and maintenance of a five year Parks and Recreation Master Plan.
- 2.6 Development of agreements with schools and community groups, e.g. scouts, charitable and not-for-profit organizations, etc., to undertake cooperative programs, projects and events.
- 2.7 Marketing of various recreational programs to the community-at-large.
- 2.8 Oversight for programmatic development and use of the Lakelands Trail.
- 2.9 In cooperation with the Township's Building & Grounds and Clerk's Departments, responsible for providing management oversight of all physical modifications and enhancements to the Parks and Recreation property and facilities to ensure that all work is done with the appropriate permits, licenses, inspections, and liability protection, e.g. bonding.
- 2.10 Working closely with the Township's Public Safety Departments (Police and Fire) to ensure that residents receive the proper level of protection during the time they are using the Townships Parks and Recreation facilities.
- 2.11 Working with Volunteer based organizations, individuals and groups who use Parks and Recreation facilities to obtain important feedback about their experiences and suggestions for improvement and usage.

Article III – Membership

The Committee shall consist of five (5) voting members. All members shall be appointed by the Township Board according to the terms of these Bylaws.

3.1 Five (5) voting members shall consist of the following:

- **Hamburg Township Clerk.**
- **One (1) additional member of the Hamburg Township Board of Trustees to be nominated by the Clerk and appointed by the Township Board.**
- **Three (3) members at-large nominated by the Hamburg Township Clerk to be appointed by the Hamburg Township Board to serve for two year terms. All such members must be citizens of Hamburg Township. Such members shall not hold a position as an officer or a Board member of any category of user of the Township Park Facilities as set forth in the Hamburg Township Park Facility Use Policy, Sections 3.2, 3.3 and 3.4. Member may also be a Pinckney Community High School student as recommended by the acting PHS Athletic Director or Superintendent of Schools.**

3.2 Attendance of non-voting staff members on as needed basis:

- **Parks & Recreation Coordinator**
- **Public Safety representative**
- **DPW/Building & Grounds representative**
- **Senior Center Director**

3.3 Removal. Any member may be removed by a majority vote of the Township Board for whatever reason.

3.4 Trustee, citizen and hourly staff members that are not serving during business hours will be paid at the rate of \$65.00 per diem for regularly scheduled meetings. Citizen and hourly staff members that are not serving during business hours will be paid at the rate of \$65.00 per diem for special meetings.

3.5 Members may be reimbursed for expenses authorized by the Committee incurred while performing duties related to the work of the Committee. Mileage authorized by the Committee for Committee activities will be reimbursed at the current rate approved by the Township Board. Travel to and from meetings will not be reimbursed.

- 3.6 Expenses incurred by members relating to attendance at recreational related seminars, conventions, or other meetings must be pre-approved by the Township Board.

Article IV - Officers

- 4.1 **Selection.** The Clerk, or other Hamburg Township official named as Park Administrator, shall be the primary Chair of the Parks and Recreation Committee. At the January regular meeting, or the first scheduled meeting of a new term, the Committee shall elect from its voting members, a secondary Chairperson, who shall serve for a 24-month period beginning at the January regular meeting and running through the end of their stated term or until such time as a successor has been appointed, to run meetings in the primary Chairperson's absence. The Chairperson shall be responsible for establishing the agenda for all meetings and will preside over all meetings.

Article V - Meetings

- 5.1 **Meeting Notices.** All regularly scheduled and special meetings shall be posted at the Hamburg Township Hall by the Hamburg Township Clerk, and shall otherwise comply with the requirements of 15.261 et seq., commonly referred to as the Open Meetings Act.
- 5.2 **Meetings.** Regular meetings shall be held monthly according to the schedule adopted by the Committee prior to their first regularly scheduled monthly meeting of each year to be held on the fourth Tuesday of January at 3:00 p.m.
- 5.3 **Special Meetings.** Special meetings may be called by the Township Clerk, the Chairperson of the Committee or by a majority of the voting members of the Committee.
- 5.4 **Quorum.** In order for the Committee to conduct business or take any official action, a quorum consisting of the majority of all the voting members serving on the Committee must be present. When a quorum is not present, no official action may take place. The members of the Committee may discuss matters of interest, but can take no action until the next regular or special meeting.
- 5.5 **Voting.** An affirmative vote of the majority of the quorum shall be required for the approval of any requested action or motion placed before the Committee. Voting shall ordinarily be by voice vote; provided, however, that a roll call vote shall be required if requested by any Committee member or directed by the Chairperson. If a roll call vote is taken, the individual vote, yea or nay, of each Committee member must be recorded in the minutes of the meeting.
- 5.6 **Order of Business.** A written agenda for all meetings shall be prepared as follows. The order of business shall include:
- i. Call to Order

- ii. Approval of the Agenda
- iii. Approval of the Minutes
- iv. Call to the Public
- v. Old Business
- vi. New Business
- vii. Call to the Public
- viii. Committee Comments
- ix. Adjournment

5.8 Rules of Order. All meetings of the Committee shall be conducted in an orderly manner similar to Roberts Rule of Order.

Article VI - Minutes

- 6.1** Committee minutes shall be prepared by the Township Clerk. The Township Clerk may appoint a staff member as the minute's recorder who will be compensated according to current Township policy. The minutes shall contain a brief synopsis of the meeting, including a complete restatement of all motions and record of votes; and record of attendance. All communications, actions and resolutions shall be attached to the minutes. The official records shall be deposited with the Township Clerk.

Article VII - Open Meetings and Freedom of Information Provisions

- 7.1** All Committee meetings shall comply with the terms and provisions of MCL 15.261 et seq., commonly referred to as the Open Meetings Act.
- 7.2** All business conducted by the Committee or any and all of its documents are subject to the provisions of MCL 15.231 et seq., commonly referred to as Freedom Of Information Act (FOIA).
- 7.3** A person shall not be excluded from a meeting of the Committee except for a breach of peace committed at the meetings.

Article VIII - Amendments

- 8.1** These Bylaws may be amended from time to time by the Hamburg Township Board. The Committee, by a majority vote, may submit any recommended amendments to the Township Board for its approval.

THESE BYLAWS AND RULES OF PROCEDURE ARE ADOPTED THIS DATE: December 17, 2019

Original: January 4, 2011 **Amended:** April 19, 2011, November 15, 2011, November 27, 2012, February 17, 2015, December 6, 2016, December 19, 2017, December 17, 2019, October 5, 2021, August 12, 2022, June 18, 2024

P.O. Box 157
10405 Merrill Road
Hamburg, Michigan 48139-0157

(810) 231-1000 Office
(810) 231-4295 Fax



Supervisor: Pa Item 20.
Clerk: Mike Doran
Treasurer: Jason Negri
Trustees: Bill Hahn
Cindy Michniewicz
Chuck Menzies
Pat Hughes

Memo

Date: September 14, 2021

To: Parks & Recreation Committee & Township Board of Trustees

From: Deby Henneman, Parks & ADA Coordinator

Re: Opening for Student Liaison for Parks & Recreation Committee

We are in need of a replacement Committee member for our student liaison position on the Parks & Recreation Committee. In reaching out to the Athletic Director, he requested that we forward him a Job Description for the position in order for him to send it out to all of the juniors at Pinckney High School.

I have proposed language for the per diem position which has been included in the packet, as well as updates to the Bylaws. Once the board approves these changes, we will provide the Job Description to the school so they can get it distributed.

We will be looking for someone to replace the current student liaison, who graduated in May of 2021. The term for this position expires January 1, 2023 and is renewable at 2-year increments.

P.O. Box 157
10405 Merrill Road
Hamburg, Michigan 48139-0157

(810) 231-1000 Office
(810) 231-4295 Fax



Supervisor: Pa Item 20.
Clerk: Mike Doran
Treasurer: Jason Negri
Trustees: Bill Hahn
Cindy Michniewicz
Chuck Menzies
Pat Hughes

Job Description for Committee Member

JOB TITLE: PARKS & RECREATION COMMITTEE – STUDENT LIAISON
(Committee per Diem) – As of 10-5-21

REPORTS TO: Township Clerk/Parks Coordinator

JOB SUMMARY:

Voting member of the Parks & Recreation Committee, assigned up to a 2-year term. The Parks & Recreation Committee is an advisory body to the Hamburg Township Board of Trustees for management of the Parklands and Recreational Facilities, Township Senior/Community Center and the Mike Levine Lakelands Trail. Regular meetings are held the 4th Tuesday of each month, with the addition of special meetings on a limited, as needed, basis. This is a paid position based on the per diem amount as outlined in the Parks and Recreation Committee Bylaws & Rules of Procedures, which is \$65.00 per attended meeting, both regular and special, as of the date of this posting.

A student liaison will be recommended by the Athletic Director of Pinckney Community Schools, and will be replaced upon the student's graduation from High School, or effective immediately if they are unable to continue their duties to the Committee for any reason.

PRIMARY DUTIES & RESPONSIBILITIES:

1. Attend all Parks & Recreation Committee meetings, both regular and special, in-person or via zoom (should it be necessary to hold it that way).
2. Review the packet provided to the Committee members on the Friday before each meeting, and be prepared to make comment, recommendations, or a motion for each topic presented. The Committee makes recommendations to the Township Board regarding park use, maintenance, planning of future facilities, and policies and procedures for the Parkland Facilities.
3. Make recommendations for the improvement of procedures, facilities and/or services provided to the public by way of the Parks & Recreation function.
4. Relay information back to the Pinckney Community Schools Athletic Department relating to topics that will impact their use of the sports fields at Manly Bennett Park.
5. All student liaisons must have a valid picture I.D., be a U.S. Citizen, and provide identifying information to our Human Resource Department. Work permits may be required.

HAMBURG TOWNSHIP PARKS AND RECREATION COMMITTEE**BYLAWS & RULES OF PROCEDURE****Article I - Name**

Hamburg Township Parks & Recreation Committee

Article II - Purpose

The Parks and Recreation Committee shall be an advisory body to the Hamburg Township Board of Trustees for the following:

- 2.1 Management of Parklands and Recreational Facilities, Township Senior/Community Center, and the Lakelands Trail, including the approval and scheduling of their use.
- 2.2 Review of an Annual Business Plan and Supporting Budget as presented by the Clerk.
- 2.3 Development of recommendations to the Hamburg Township Board regarding expenditures and program enhancements.
- 2.4 Development and oversight of all grant proposals related to the Township's Parkland facilities and/or operations.
- 2.5 Development and maintenance of a five year Parks and Recreation Master Plan.
- 2.6 Development of agreements with schools and community groups, e.g. scouts, charitable and not-for-profit organizations, etc., to undertake cooperative programs, projects and events.
- 2.7 Marketing of various recreational programs to the community-at-large.
- 2.8 Oversight for programmatic development and use of the Lakelands Trail.
- 2.9 In cooperation with the Township's DPW and Clerk's departments, responsible for providing management oversight of all physical modifications and enhancements to the Parks and Recreation property and facilities to ensure that all work is done with the appropriate permits, licenses, inspections, and liability protection, e.g. bonding.
- 2.10 Working closely with the Township's Public Safety Departments (Police and Fire) to ensure that residents receive the proper level of protection during the time they are using the Townships Parks and Recreation facilities.
- 2.11 Working with Volunteer based organizations, individuals and groups who use Parks and Recreation facilities to obtain important feedback about their experiences and suggestions for improvement and usage.

Article III – Membership

The Committee shall consist of five (5) voting members. All members shall be appointed by the Township Board according to the terms of these Bylaws.

3.1 Five (5) voting members shall consist of the following:

- Hamburg Township Clerk.
- One (1) additional member of the Hamburg Township Board of Trustees to be nominated and appointed by the Township Board.
- Two (2) members at-large nominated by the Hamburg Township Clerk to be appointed by the Hamburg Township Board to serve for two year terms. All such members must be citizens of Hamburg Township. Such members shall not hold a position as an officer or a Board member of any category of user of the Township Park Facilities as set forth in the Hamburg Township Park Facility Use Policy, ~~Sections 3.2, 3.3 and 3.4.~~
- One (1) Pinckney Community High School student ~~athlete~~ as recommended by the Athletic Director.

3.2 Attendance of non-voting staff members on as needed basis:

- Parks & Recreation Coordinator
- Public Safety representative
- DPW/Building & Grounds representative
- Senior Center Director

3.3 Removal. Any member may be removed by a majority vote of the Township Board for whatever reason.

3.4 Trustee, citizen and hourly staff members that are not serving during business hours will be paid at the rate of \$65.00 per diem for regularly scheduled meetings. Citizen and hourly staff members that are not serving during business hours will be paid at the rate of \$65.00 per diem for special meetings.

3.5 Members may be reimbursed for expenses authorized by the Committee incurred while performing duties related to the work of the Committee. Mileage authorized by the Committee for Committee activities will be reimbursed at the current rate approved by the Township Board. Travel to and from meetings will not be reimbursed.

- 3.6 Expenses incurred by members relating to attendance at recreational related seminars, conventions, or other meetings must be pre-approved by the Township Board.

Article IV - Officers

- 4.1 Selection. At the January regular meeting, or the first scheduled meeting of a new year, the Committee shall elect from its voting members, a Chairperson, who shall serve for a 24-month period beginning at the January regular meeting and running through the end of their stated term or until such time as a successor has been appointed. The Chairperson shall be responsible for establishing the agenda for all meetings and will preside over all meetings.

Article V - Meetings

- 5.1 Meeting Notices. All regularly scheduled and special meetings shall be posted at the Hamburg Township Hall by the Hamburg Township Clerk, and shall otherwise comply with the requirements of 15.261 et seq., commonly referred to as the Open Meetings Act.
- 5.2 Meetings. Regular meetings shall be held monthly according to the schedule adopted by the Committee prior to their first regularly scheduled monthly meeting of each year to be held on the fourth Tuesday of January at 3:00 p.m.
- 5.3 Special Meetings. Special meetings may be called by the Township Clerk, the Chairperson of the Committee or by a majority of the voting members of the Committee.
- 5.4 Quorum. In order for the Committee to conduct business or take any official action, a quorum consisting of the majority of all the voting members serving on the Committee must be present. When a quorum is not present, no official action may take place. The members of the Committee may discuss matters of interest, but can take no action until the next regular or special meeting.
- 5.5 Voting. An affirmative vote of the majority of the quorum shall be required for the approval of any requested action or motion placed before the Committee. Voting shall ordinarily be by voice vote; provided, however, that a roll call vote shall be required if requested by any Committee member or directed by the Chairperson. If a roll call vote is taken, the individual vote, yea or nay, of each Committee member must be recorded in the minutes of the meeting.
- 5.6 Order of Business. A written agenda for all meetings shall be prepared as follows. The order of business shall be:
- i. Call to Order
 - ii. Approval of the Agenda
 - iii. Approval of the Minutes

- iv. Call to the Public
- v. Old Business
- vi. New Business
- vii. Call to the Public
- viii. Committee Comments
- ix. Adjournment

5.8 Rules of Order. All meetings of the Committee shall be conducted in an orderly manner similar to Roberts Rule of Order.

Article VI - Minutes

6.1 Committee minutes shall be prepared by the Township Clerk. The Township Clerk may appoint a staff member as the minute's recorder who will be compensated according to current Township policy. The minutes shall contain a brief synopsis of the meeting, including a complete restatement of all motions and record of votes; and record of attendance. All communications, actions and resolutions shall be attached to the minutes. The official records shall be deposited with the Township Clerk.

Article VII - Open Meetings and Freedom of Information Provisions

- 7.1** All Committee meetings shall comply with the terms and provisions of MCL 15.261 et seq., commonly referred to as the Open Meetings Act.
- 7.2** All business conducted by the Committee or any and all of its documents are subject to the provisions of MCL 15.231 et seq., commonly referred to as Freedom Of Information Act (FOIA).
- 7.3** A person shall not be excluded from a meeting of the Committee except for a breach of peace committed at the meetings.

Article VIII - Amendments

- 8.1** These Bylaws may be amended from time to time by the Hamburg Township Board. The Committee, by a majority vote, may submit any recommended amendments to the Township Board for its approval.

THESE BYLAWS AND RULES OF PROCEDURE ARE ADOPTED THIS DATE: December 17, 2019

Original: January 4, 2011 Amended: April 19, 2011, November 15, 2011, November 27, 2012, February 17, 2015, December 6, 2016, December 19, 2017, December 17, 2019, October 5, 2021