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

## **BOARD OF TRUSTEES REGULAR MEETING**

**Tuesday, March 18, 2025 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. 03-04-2025 2:30 Board of Trustees Regular Meeting Minutes
2. 02-04-2025 Cemetery Meeting Minutes
3. Approved MUC Minutes - February 18, 2025
4. DPW Monthly Report - February 2025
5. Public Safety Monthly Report February, 2025
6. Bills List(s) 03.18.2025
7. Hamburg Township Community Clean Up - 2025 Flyer
8. Parks & Rec - Park Use Request - Livingston Christian Schools - Soccer Season 2025
9. Parks & Rec - Park Use Request - East MI Panthers - Soccer Season 2025
10. Parks & Rec - Blackout List - Updated 031325

#### **APPROVAL OF THE AGENDA**

#### **UNFINISHED BUSINESS**

#### **CURRENT BUSINESS**

11. Conditional Offers of Employment-Fire
12. Parks & Rec - Park Fees - Partnering Group List - Approval
13. Parks & Rec - Park Use Request - Legacy Silver Slam BB Tourney - May 16-18, 2025
14. Parks & Rec - Park Use Request - SmartWater Tourney - May 2-4, 2025
15. Parks & Rec - Park Use Request - SEC Cross Country Jamboree - September 23, 2025
16. Parks & Rec - Park Use Request - Coaches Legends - September 26-27, 2025
17. Parks & Rec - Park Use Request - Pinckney vs Brighton XC Meet - August 22, 2025
18. Parks & Rec - Park Use - PHBSA - 2025 Baseball Season
19. Parks & Rec - Park Use Request - PHBSA - Event Use
20. Parks & Rec - Park Use Request - TN Mojo LaConte - Seasonal Use Baseball 2025
21. Buildings & Grounds Seasonal Hire
22. Crystal Dr./Crystal Beach Subdivision SAD - Road Maintenance Services Bid Results

- [23.](#) Norene/Peary Drive SAD - Road Maintenance Services Bid Results
24. Closed Session - Contract Negotiations

**CALL TO THE PUBLIC**

**BOARD COMMENTS**

**ADJOURNMENT**



10405 Merrill Road  
P.O. Box 157  
Hamburg, MI 48139  
(810) 231-1000  
[www.hamburg.mi.us](http://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, March 04, 2025 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  
Jason Negri  
Joanna Hardesty  
Patricia Hughes  
Nick Miller

##### ABSENT

Chuck Menzies

#### CALL TO THE PUBLIC

A call was made with no response.

#### CONSENT AGENDA

Motion by Miller, seconded by Negri, to approve the consent agenda, as presented.

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

1. 02-18-2025 7:00 pm Board of Trustees Regular Meeting Minutes
2. 10-14-2024 8:30 Elections Commission Meeting Minutes
3. DPW Monthly Report - December 2024-January 2025
4. Approved MUC Minutes - December 11, 2024
5. Parks & Rec - Approved Committee Minutes - January 28, 2025
6. Hamburg Community Clean Up 2025 - Flyer (Note Dates & Locations)

7. Parks & Rec - Blackout List 2025 - Updated 022425
8. Township Coordinator's Report - February 2025
9. Senior Center Director Report - February 2025
10. Bills List by invoice 03.04.2025

## APPROVAL OF THE AGENDA

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

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

## UNFINISHED BUSINESS

11. Poverty  
Motion by Hardesty, seconded by Dolan, to move the resolution, as presented in the packet.  
Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller
12. Adopt A Feature/Garden Program - Updates  
Motion by Dolan, seconded by Hughes, to approve the Adopt A Feature/Garden Program policy, as presented in the packet.  
Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller
13. Code of Ordinances Procedure Amendment – 2<sup>nd</sup> Reading and Adoption  
Motion by Dolan, seconded by Negri, to approve the second reading and adopt the updated Code of Ordinances - Administrative Policy and Procedure.  
Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller
14. Senior/Community Center Rental Packet –Approval  
Motion by Dolan, seconded by Miller, to adopt all documents pertaining to the Senior/Community Rental Process as provided in the packet: Facility Information Packet, Rental Application, and the Key Instructions.  
Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller

## CURRENT BUSINESS

15. Resolution Opposing Truck Size and Weight Increase  
Motion by Negri, seconded by Miller, to move the resolution with the amended language as discussed at the Board Table, and trusting the Clerk will correct the dates and times.  
Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller

Whereas Hamburg Township has a 1 mil road millage, and has for the past nine years invested approximately \$8,000,000.00 in road improvement. Hamburg Township for the purpose of preserving these road improvements further supports this Resolution.

16. Finance Control Book September 2024  
Motion by Negri, seconded by Hughes, to receive, file, and publish the Finance Control Book for September 2024.  
Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller

17. Finance Control Book October 2024  
Motion by Negri, seconded by Hughes, to receive, file, and publish the Finance Control Book for October 2024.  
 Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller
18. Finance Control Book November 2024  
Motion by Negri, seconded by Miller, to receive, file, and publish the Finance Control Book for November 2024.  
 Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller
19. Portable Toilet Vendor – 3-year Contract for Manly Bennett Park and Trailheads  
Motion by Hardesty, seconded by Negri, to approve the 3-year contract with PTS, as proposed.  
 Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller
20. Park Ranger Hiring  
Motion by Hardesty, seconded by Hughes, to approve the hiring of Kevin Deadman for the position of part-time Park Ranger at a starting rate of \$19.23 per hour (Grade 2, Step 1) effective March 10, 2025.  
 Voting Yea: Hohl, Dolan, Negri, Hardesty, Hughes, Miller

#### CALL TO THE PUBLIC

A call was made with no response.

#### BOARD COMMENTS

Hamburg Township has gotten a AA+ Bond Rating.

Delinquent property taxes have been sent to the County for collection and must be paid to the Livingston County Treasurer.

#### ADJOURNMENT

Motion by Miller, seconded by Hughes, to adjourn the meeting.

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

The meeting adjourned at 2:55 pm.

Respectfully submitted,



Jennifer Daniels  
Recording Secretary



Mike Dolan  
Township Clerk



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

## CEMETERY COMMITTEE MEETING

Tuesday, February 04, 2025 at 10:45 AM  
Hamburg Township Hall Board Room

### MINUTES

#### CALL TO ORDER

The meeting was called to order at 10:51 am.

#### PLEDGE TO THE FLAG

#### ROLL CALL OF THE COMMITTEE

##### PRESENT

Pat Hohl  
Mike Dolan  
Jason Negri

##### ALSO PRESENT

Mary Kuzner  
Jennifer Daniels

#### CALL TO THE PUBLIC

A call was made with no response.

#### CONSENT AGENDA

Motion by Hohl, seconded by Dolan, to approve the consent agenda, as presented.

Voting Yea: Hohl, Dolan, Negri

1. 01-21-2025 Cemetery Committee Meeting Minutes

#### APPROVAL OF THE AGENDA

None.

## UNFINISHED BUSINESS

None.

## CURRENT BUSINESS

None.

## CALL TO THE PUBLIC

A call was made with no response.

## BOARD COMMENTS

None.

## ADJOURNMENT

Motion by Negri, seconded by Hohl, to adjourn the meeting.

Voting Yea: Hohl, Dolan, Negri

The meeting was adjourned at 10:52 am.

Respectfully submitted,



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Jennifer Daniels  
Recording Secretary



---

Mike Dolan  
Township Clerk



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## 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: March 11<sup>th</sup>, 2025

Sewer Committee Members Present: Hohl, Negri

Sewer Committee Members Absent: Menzies

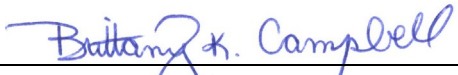
Text of Motion: MOTION BY HOHL, SUPPORTED BY NEGRI TO APPROVE THE  
MINUTES OF THE FEBRUARY 18<sup>th</sup>, 2025 MUNICIPAL UTILITIES  
COMMITTEE MEETING AS PRESENTED.

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.

  
\_\_\_\_\_  
BRITTANY K. CAMPBELL  
HAMBURG TOWNSHIP UTILITIES COORDINATOR

Date: March 11<sup>th</sup>, 2025

**HAMBURG TOWNSHIP MUNICIPAL UTILITIES COMMITTEE  
TUESDAY, FEBRUARY 18<sup>th</sup>, 2025 – 2:30 P.M.  
10405 MERRILL ROAD, HAMBURG, MI 48139**

**1. CALL TO ORDER**

The meeting was called to order by Hohl at 2:31 p.m.

**Roll Call of the Committee:**

**Present:** Hohl, Menzies, Negri

**Absent:** None

**Also Present:** Brittany Campbell, Tony Randazzo and Ryan Ward

**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, SECONDED BY MENZIES TO APPROVE THE AGENDA AS PRESENTED.

Ayes: Hohl, Menzies, Negri

Absent: None

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 – December 2024/January 2025 Statistics
- B. Maxfield Direct Sewer Connection Agreement – 7573 Hamburg Rd.
- C. Brinks Sewer Connection Cost Review – 7803 Venice Ct.
- D. Revised Committee Meeting Schedule Discussion
- E. Stone Direct Sewer Connection Agreement – 10434 Langley Dr.
- F. Parliamentary Procedures Proposed Language Amendments

**5. APPROVAL OF THE MINUTES**

MOTION BY HOHL, SECONDED BY NEGRI TO APPROVE THE MINUTES OF THE DECEMBER 11<sup>th</sup>, 2024 MUNICIPAL UTILITIES COMMITTEE MEETING AS PRESENTED.

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

**6. UNFINISHED BUSINESS**

**A. PFAS/PFOS Discussion.**

MOTION BY HOHL, SECONDED BY NEGRI TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

**B. Manhole Inspection Program.**

MOTION BY HOHL, SECONDED BY NEGRI TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

**C. 200 Series Grinder Pump Replacements.**

MOTION BY HOHL, SECONDED BY NEGRI TO TABLE ALL UNFINISHED BUSINESS UNTIL NEW INFORMATION IS AVAILABLE.

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

**7. CURRENT BUSINESS**

A. DPW Monthly Report – December 2024/January 2025 Statistics. Randazzo reported the wastewater treatment plant was in compliance for the months of December and January. Randazzo noted that the mulch bed for odor treatment at the Kress Road pump station was completed in December. Unfortunately, the bed lost biological activity causing the staff to shut it down for winter. At this time, carbon canisters are being used to keep down odor. Ward will re-seed the mulch bed in spring in order to re-start the biological process when the weather is warmer to sustain the organisms that break down the foul-smelling hydrogen sulfide gas.

Randazzo stated that the Township met with the State in December to meet the new compliance officer. The former compliance officer wanted to come to the Township plant to show new the officer what a well maintained and well operated wastewater plant looked like. Lastly, Randazzo explained that the Township will be installing four new monitoring wells to start PFAS testing as part of the EGLE grant we received last year.

MOTION BY HOHL, SECONDED 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, Menzies, Negri

Absent: None

Nays: None

Motion passed.

B. Maxfield Direct Sewer Connection Agreement – 7573 Hamburg Rd.

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

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

C. Brinks Sewer Connection Cost Review – 7803 Venice Ct. Campbell reported that the estimated construction charges under the blanket pricing contract were \$8,626.64. The actual construction charges were \$8,588.06, a difference of \$38.58. The excess funds resulted from the installation of a shorter service lateral line length of 112 feet versus the 114 feet of pipe estimated by the Township. The 2' of reduced sewer line footage resulted in a balance surplus of \$38.58 (2' x \$19.29/ft. = \$38.58). As a result, a refund of \$38.58 should be issued to the property owner.

MOTION BY HOHL, SECONDED BY NEGRI TO DIRECT THE ACCOUNTING DEPARTMENT TO REFUND THE OVERPAYMENT FROM THE BRINKS SEWER FEE DEPOSIT IN THE AMOUNT OF \$38.58 TO THE PROPERTY OWNERS AS NOTED IN THE UTILITIES COORDINATOR'S COST REVIEW MEMO.

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

D. Revised Committee Meeting Schedule Discussion. Campbell explained that in order to ensure a quorum for future meetings that the date for the Municipal Utilities Committee meetings will be moved from the second Wednesday of the month to the second Tuesday of the month beginning at 2:30 p.m. unless otherwise noted. Campbell also will post the new schedule to the Township website.

MOTION BY HOHL, SECONDED BY NEGRI TO APPROVE THE NEW MEETING SCHEDULE FOR THE SECOND TUESDAY OF THE MONTH AS PRESENTED IN THE COMMITTEE PACKET.

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

E. Stone Direct Sewer Connection Agreement – 10434 Langley Dr.

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

Ayes: Hohl, Menzies, Negri

Absent: None

Nays: None

Motion passed.

F. Parliamentary Procedures Proposed Language Amendments. Campbell explained that she is in the process of updating the Sewer Ordinance Administrative Policies and Procedures manual and noted that if the Committee wanted to adopt the proposed parliamentary procedures language changes that now would be a good time to do so. The Township Board has suggested that all Township committees and boards should adopt the parliamentary procedures as part of their bylaws.

MOTION BY NEGRI, SECONDED BY MENZIES TO ADOPT THE PROPOSED PARLIAMENTARY PROCEDURES LANGUAGE AMENDMENTS FOR THE PURPOSES OF CONSISTENCY OF THE COMMITTEE BYLAWS.

Ayes: Hohl, Menzies, Negri

Absent: None

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 MENZIES, SECONDED BY NEGRI TO ADJOURN THE MEETING.

Ayes: Hohl, Menzies, Negri

Absent: None

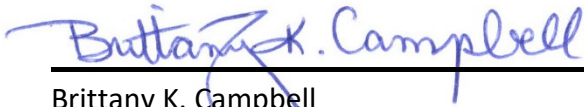
Nays: None

Motion passed.

The meeting was adjourned at 2:41 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,



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Brittany K. Campbell  
Hamburg Twp. Utilities/Special Projects Coordinator



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Hamburg, MI 48139  
Phone: 810.231.1000 ♦ Fax: 810.231.4295  
www.hamburg.mi.us

Item 4.

## 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 – February 2025 Statistics**

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

Date of Meeting: March 11<sup>th</sup>, 2025

Sewer Committee Members Present: Hohl, Negri

Sewer Committee Members Absent: Menzies


Text of Motion: MOTION BY NEGRI, SECONDED BY HOHL 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: March 11<sup>th</sup>, 2025  
BRITTANY K. CAMPBELL  
HAMBURG TOWNSHIP UTILITIES COORDINATOR



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Hamburg, MI 48139  
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To: Municipal Utilities Committee  
From: Tony Randazzo  
Date: 03-06-2025  
Re: DPW Monthly Report

1. The wastewater treatment plant was in compliance for February.
2. With the recent warm weather, we have turned back on the blower fan at the Kress Rd. pump station to re-activate the odor control bed. We will continue to monitor the situation but have seen some positive signs of biological activity.
3. C&E has continued to make good progress with the grinder replacement program, completing nine replacements in the month of February. We now have less than forty to go.

## **Hamburg Township Monthly Field Report**

**February 2025**

**Ryan Ward**

**Grinder Calls: 59 Total / 23 OT**

**Plant Calls: 1 OT**

**Station Calls: 0 Hamburg/ 0 Portage**

**Pump Rebuilds: 36 Hamburg / 2 Portage / 4 Highland**

**Miss Digs: 53 Hamburg / 19 Portage**

**Startups: 1**

**Deactivations/Reactivations: 0**

**Replacements: 8**

**Grinder Stations in Stock: 46 simplex / 2 duplex**

**Grinder Locations: 0**

**Grinder Pump Cores in Stock: 15 + 2 for Duplex**

**Field Jobs for the Month:** This month we have completed our normal monthly checks along with the monitoring well sampling. C&E Construction has replaced eight (8) 200 series grinder pump stations. We have been receiving some extreme cores back from these installs to help inventory, the staff has also been digging through the Highland

**Treatment 2000 series scrap pumps which has allowed us to recover 5 2000 series pumps for our inventory.**

**The plant received an order of 2500 gallons of DelPac on 2/20.**





# Hamburg Township Public Safety Department *MONTHLY REPORT*



Item 5.

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## *February, 2025*

### **COMMUNITY INVOLVEMENT**

- FF Thomas Pawley and FF Chris Birk conducted smoke detector installations at a residence on February 3, 2025.
- The Station 12 Duty crew conducted a Knox Box installation at a residence on February 4, 2025.
- FF Thomas Pawley and FF Chris Birk conducted smoke detector installations at two residences on February 5, 2025.
- The Station 11 Duty Crew participated in a Shelter in Place drill at Country Elementary School on February 6, 2025.
- FF Thomas Pawley and FF Chris Birk conducted smoke detector installations at a residence on February 10, 2025.
- Officer Kim Leeds conducted a Fraud presentation at the Hamburg Township Senior Center on February 12, 2025.
- Capt. Casey Yost conducted a Safe at Home presentation at Navigator School on February 13, 2025.
- FF Thomas Pawley and FF Chris Birk conducted smoke detector installations at a residence on February 14, 2025.
- Administrative Assistant Karen Castleman conducted a Car Seat Inspection on February 17, 2025.
- Capt. Casey Yost conducted a Safe at Home presentation at Country Elementary School on February 20, 2025.
- Sgt. Megan Paul participated in a Parks & Rec roundtable event on February 25, 2025.
- Capt. Casey Yost conducted a Safe at Home presentation at Country Elementary School on February 27, 2025.

### **PERSONNEL**

- AFF Cameron Duffany resigned from the department on February 2, 2025.
- AFF Luke Davila resigned from the department on February 3, 2025.
- FF Owen Weinberger resigned from the department on February 8, 2025.



# Hamburg Township Public Safety Department ***MONTHLY REPORT***



Item 5.

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## **TRAINING**

### **POLICE**

- Deputy Director Dariusz Nisenbaum and Lt. Matthew Duhaime attended the Michigan Association of Chiefs of Police Conference February 4, 2025 – February 7, 2025 in Grand Rapids.
- Sgt. Steve Locke participated in SWAT training on February 12, 2025.
- Sgt. Daniel Bromley, Officer Jason Grim, Officer Kelly Kozowicz, Officer Kim Leeds and Officer Conan Stoehr participated in TASER training on February 18, 2025.
- Sgt. Megan Paul, Sgt. Alysha Garbacik, Sgt. Megan Paul, Officer Justin Harvey, Officer Dahne DeBottis and Officer Sean Hogan participated in TASER training on February 19, 2025.
- Sgt. Daniel Bromley attended Michigan Liquor Law Enforcement training in Green Oak Township on February 20, 2025.
- Sgt. Daniel Bromley participated in Dive Team training on February 24, 2025.
- Sgt. Alysha Garbacik and Officer Sean Hogan attended Negotiators training in Howel on February 26, 2025.

### **FIRE**

- Monthly department-wide training topics for February: Window Rescues, Ropes & Knots and Vector Training.
- Sgt. Matt Urbanowicz, FF Dan Hill and FF Jonathan Lusk participated in Dive Team training on February 9, 2025.

## **POLICE OPERATIONS**

### **MONTHLY ARREST SUMMARY**

#### **02/08/25 – 2:13 pm:**

A 33-year-old male Green Oak Township resident was arrested at M-36 near Spicer on a warrant out of Ann Arbor for *Domestic Assault and Battery*. He was turned over to an Ann Arbor Police officer on the warrant.



# Hamburg Township Public Safety Department **MONTHLY REPORT**



Item 5.

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**02/22/25 – 2:45 pm:**

A 45-year-old male Green Oak Township resident was arrested at M-36 near Hall Road on a misdemeanor warrant out of Hamburg Township for *Failure to Appear-Traffic Offense*. His vehicle was impounded and he was lodged in the Livingston County Jail.

**02/23/25 – 12:03 pm:**

A 62-year-old female Township resident was arrested at her home on a felony warrant from out of the Livingston County Sheriff's Office for *Failure to Appear-Aggravated Assault*. She was lodged in the Livingston County Jail.

**02/25/25 – 9:36 pm:**

A 22-year-old male Howell resident was arrested at Swarthout Road near Pettysville Road for *Fleeing & Eluding*. His vehicle was impounded and he was lodged in the Livingston County Jail.

**02/26/25 – 9:05 am:**

A 49-year-old female Ypsilanti resident was arrested at Anacapa Bay Drive & M-36 for *Driving While License Suspended*. Her vehicle was impounded and she was cited and released.

**02/26/25 – 4:42 pm:**

A 57-year-old male Brighton resident was arrested at M-36 & Pettys Road on three misdemeanor warrants out of Hamburg Township for *Fail to Appear-Driving While License Suspended*, *Fail to Appear-No Insurance/Improper Plate* and *Fail to Appear-Open Alcohol in Motor Vehicle*. He was lodged in the Livingston County Jail.

**02/27/25 – 8:56 pm:**

A 41-year-old male Township resident was arrested at his home on an outstanding warrant for *Child Neglect* out of Oakland County. He was lodged in the Livingston County Jail.

**02/28/25 – 11:17 pm:**

A 28-year-old male Pinckney resident was arrested at M-36 & Emerald Court for *Operating While Intoxicated*. His vehicle was impounded and he was lodged in the Livingston County Jail.

## GENERAL POLICE INFORMATION:

**Marine Patrol:**

Regular marine patrols have ceased for the season. There were no issues or reported incidents on the Chain of Lakes during the month.



# Hamburg Township Public Safety Department *MONTHLY REPORT*



Item 5.

- Lakelands Trail Patrol:** Regular patrols on the Lakelands Trail continued this month. No reported incidents.
- Red Barrel:** 19 pounds of prescription drugs were removed from the red barrel in front of the police station on February 5, 2025.

## Police Calls for Service Summary, February 2025

CALLS FOR SERVICE		#	CALLS FOR SERVICE		#
911 HANG UP		4	LARCENY		0
ALARM		15	LITTERING/DUMPING		0
ANIMAL COMPLAINT	✓	9	LIQUOR INVESTIGATION/ZERO TOLERANCE		0
AREA CHECK		323	LOST/FOUND PROPERTY		2
ARRESTS		29	MALICIOUS DESTRUCTION PROPERTY		1
ASSAULTS	✓	2	MISSING PERSON/RUN-A-WAY		2
ASSIST EMS	✓	117	NOISE COMPLAINTS		0
ASSIST FIRE DEPARTMENT		9	ORDINANCE INVESTIGATIONS		1
ASSIST OTHER AGENCY	✓	9	OVERDOSE/INGESTION		0
ATV COMPLAINT		1	PERSONAL PROTECTION ORDER VIOL		1
BOATING COMPLAINTS		0	RETAIL FRAUD		0
BREAKING & ENTERING	✓	0	SCHOOL PATROLS/GROUNDS CHECK		228
BUILDING/PROPERTY/VACATION CHECK		119	SHOTS FIRED/WEAPONS OFFENSE		2
CHASE/PURSUIT		1	SOLICITOR COMPLAINT		1
CHILD OR ADULT ABBUSE/NEGLECT		0	STALKING		0
CIVIL COMPLAINT		2	STOLEN / RECOVERED PROPERTY		0
COMMUNITY POLICING		18	SUBDIVISION PATROL/RESIDENTIAL CHECKS		929
CRIMINAL SEXUAL CONDUCT		0	SUICIDAL SUBJECT/MENTAL/PSYCH		5
DEATH INVESTIGATIONS	✓	0	SUSPICIOUS-PERSON/VEH/SITUATION		10
DEPT HUMAN SERVICES REFERRALS		4	TRAFFIC CITATIONS ISSUED		29
DISTURBANCE/TROUBLE		5	TRAFFIC/PARKING COMPLAINT		14
DOMESTIC - PHYSICAL/VERBAL	✓	5	TRAFFIC CRASH - PDA/PIA		23
DRUGS / VIOL CONTROLLED SUB ACT		0	TRAFFIC DETAIL	✓	87
FIREWORKS COMPLAINT		0	TRAFFIC STOP		103
FRAUD/EMBESSEMENT		5	TRAFFIC VIO/ARREST		4
GENERAL NON-CRIMINAL		166	TRESSPASSING/LOITERING		2
INDECENT EXPOSURE		1	VEHICLE UDAA/STOLEN VEHICLE		1
INTIMIDATION THREATS/HARASSMENT		4	WATER RESCUE INCIDENTS		0
JUVENILE COMPLAINT		1	WARRANT: ATTEMPT/SEARCH/ARREST		1
KIDNAPPING		0	WELFARE CHECK		10
			<b>TOTAL</b>		<b>2305</b>



# Hamburg Township Public Safety Department *MONTHLY REPORT*



Item 5.

## FIRE OPERATIONS

MONTHLY INCIDENT SUMMARY:

INCIDENT COUNT	
INCIDENT TYPE	# INCIDENTS
EMS	87
FIRE	62
<b>TOTAL</b>	<b>149</b>

MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	0	0.00%
Rescue & Emergency Medical Service	87	58.39%
Hazardous Condition (No Fire)	4	2.68%
Service Call	39	26.17%
Good Intent Call	3	2.01%
False Alarm & False Call	16	10.74%
<b>TOTAL</b>	<b>149</b>	<b>100%</b>

### *February, 2025 Total Runs by District*

North West	7	4.70%
North East	21	14.09%
South West	43	28.86%
Southeast	72	48.32%
Mutual Aid	6	4.03%
<b>Totals</b>	<b>149</b>	<b>100.00%</b>
Multiple Calls	34	22.82%



# Hamburg Township Public Safety Department MONTHLY REPORT



Item 5.

## Comparative Statistics - 2024 vs 2025 by Month

	February, 2024	February, 2025	% Change	
Fire	4	0	100.0%	Decrease
Medical	59	87	47.5%	Increase
Hazardous Condition	1	4	300.0%	Increase
Service	36	39	8.3%	Increase
Good Intent	6	3	50.0%	Decrease
False Alarm / Cancel	11	16	45.5%	Increase
<b>Totals</b>	<b>117</b>	<b>149</b>	<b>27.4%</b>	<b>Increase</b>
Mutual Aid	5	6	20.0%	Increase

## Year-to-Date Comparative Statistics - 2024 vs 2025

	2024	2025	% Change	
Fire	7	2	71.4%	Decrease
Medical	158	173	9.5%	Increase
Hazardous Condition	14	8	42.9%	Decrease
Service	64	83	29.7%	Increase
Good Intent	14	10	28.6%	Decrease
False Alarm / Cancel	37	24	35.1%	Decrease
<b>Totals</b>	<b>294</b>	<b>300</b>	<b>2.0%</b>	<b>Increase</b>
Mutual Aid	13	8	38.0%	Decrease

### FIRE PREVENTION INFORMATION:

**Inspections:** There were 5 commercial building inspections conducted during the month of February, bringing the total for 2025 to 16.

**Site Plan Reviews:** No plan reviews were completed during the month of February.

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User: MarcyM

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## INVOICE APPROVAL BY INVOICE REPORT FOR HAMBURG TOWNSHIP OFFICES

EXP CHECK RUN DATES 03/01/2025 - 03/31/2025

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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		
ALERUSRETR	ALERUS RETIREMENT SOLUTIONS	03/11/2025	03132025	GEN	401A	
80281	P.O. BOX 64535	03/13/2025		N		16,350.14
03/11/2025	SAINT PAUL MN, 55164	/ /	0.0000	N		0.00
		03/13/2025		N		16,350.14

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-073.003	RETIREMENT - LIBRARY	1,376.40
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	599.34
101-215.000-716.000	DEFINED CONTRIBUTION	843.87
101-228.000-716.000	DEFINED CONTRIBUTION	550.40
101-253.000-716.000	DEFINED CONTRIBUTION	580.95
101-265.000-716.000	DEFINED CONTRIBUTION	546.24
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	3,301.79
207-000.000-716.000	DEFINED CONTRIBUTION	3,073.64
590-527.000-716.000	DEFINED CONTRIBUTION	2,734.15
		16,350.14

ALERUSRETR	ALERUS RETIREMENT SOLUTIONS	03/11/2025	03132025	GEN	457	
80282	P.O. BOX 64535	03/13/2025		N		15,382.24
03/11/2025	SAINT PAUL MN, 55164	/ /	0.0000	N		0.00
		03/13/2025		N		15,382.24

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-231.500	DEFERRED COMPENSATION/457	15,382.24

VENDOR TOTAL: 31,732.38

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		

AMWAYGRA01	AMWAY GRAND PLAZA HOTEL	03/10/2025	912935 A	GEN	PD LODGING FOR NISENBAUM & DUHAIME T	
80247	187 MONROE N.W.	03/19/2025	20240431	N		754.50
02/07/2025	GRAND RAPIDS MI, 49503	/ /	0.0000	N		0.00
		03/19/2025		Y		754.50

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-916.000	ROOM CHARGES	540.00	540.00
207-000.000-916.000	COUNTY TAXES	48.60	48.60
207-000.000-916.000	PARKING CHARGES	165.90	165.90
		754.50	754.50

VENDOR TOTAL: 754.50

AMERICAN02	APPLIED INNOVATION	03/11/2025	2764922	GEN	TWP CONTRACT BASE 03/05/25-04/04/25	
80273	7718 SOLUTION CENTER	03/18/2025		N		250.89
03/07/2025	CHICAGO IL, 60677-7007	/ /	0.0000	N		0.00
		03/18/2025		N		250.89

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	250.89

AMERICAN02	APPLIED INNOVATION	03/10/2025	P101442	GEN	DOCUWARE MAINTENANCE AND SUPPORT	
80240	7718 SOLUTION CENTER	03/18/2025		N		2,970.64
03/03/2025	CHICAGO IL, 60677-7007	/ /	0.0000	N		0.00
		03/18/2025		N		2,970.64

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-229.000-933.000	SOFTWARE MAINTENANCE	2,970.64

VENDOR TOTAL: 3,221.53

BOBMAXFORD	BOB MAXEY FORD OF HOWELL, INC.	03/10/2025	290617	GEN	B&G 2017 FORD F-350 50068	
80241		03/18/2025		N		2,290.47
	2798 E. GRAND RIVER AVE.					
02/26/2025	HOWELL MI, 48843-8545	/ /	0.0000	N		0.00
		03/18/2025		N		2,290.47

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-932.000	VEHICLE MAINTENANCE	2,290.47

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BANK CODE: GEN

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

VENDOR TOTAL: 2,290.47

BSASOFTW01	BS&A SOFTWARE INC.	03/03/2025	159256	GEN	ACCT CK AND DEP RECON J KRAFT	
80187	14965 ABBEY LANE	03/18/2025		N		200.00
03/03/2025	BATH MI, 48808	/ /	0.0000	N		0.00
		03/18/2025		N		200.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-201.000-910.000	PROFESSIONAL DEVELOPMENT	200.00

VENDOR TOTAL: 200.00

C&ECONTR01	C & E CONSTRUCTION CO., INC.	03/03/2025	3037	GEN	GRINDER PUMP INSTALLATION 8311 HILLP	
80208	P.O. BOX 1359	03/18/2025		N		5,397.00
03/03/2025	HIGHLAND MI, 48357	/ /	0.0000	N		0.00
		03/18/2025		N		5,397.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-934.200	GRINDER PUMP REPLACEMENT	5,397.00

C&ECONTR01	C & E CONSTRUCTION CO., INC.	03/10/2025	3038	GEN	GRINDER PUMP REPLACEMENT 8303 HILLPO	
80242	P.O. BOX 1359	03/18/2025		N		5,703.29
03/05/2025	HIGHLAND MI, 48357	/ /	0.0000	N		0.00
		03/18/2025		N		5,703.29

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-934.200	GRINDER PUMP REPLACEMENT	5,703.29

VENDOR TOTAL: 11,100.29

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		

CDWGOVER01	CDW GOVERNMENT, INC.	03/10/2025	AC8SB3A	GEN	CANNON ROLLER EXCHANGE	
80243	75 REMITTANCE DR SUITE 1515	03/18/2025		N		53.05
02/19/2025	CHICAGO IL, 60675-1515	/ /	0.0000	N		0.00
		03/18/2025		N		53.05

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	53.05

CDWGOVER01	CDW GOVERNMENT, INC.	03/11/2025	AC9C57R	GEN	TRIPP 1000FT CABLE	
80272	75 REMITTANCE DR SUITE 1515	03/18/2025		N		207.72
02/25/2025	CHICAGO IL, 60675-1515	/ /	0.0000	N		0.00
		03/18/2025		N		207.72

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	207.72

VENDOR TOTAL:					260.77
CITYELEC01	CITY ELECTRIC SUPPLY CO	03/10/2025	BRI/129877	GEN	WWTP UI CLASS CC FAST ACTING FUSE
80244	C.E.S. (CITY ELECTRIC SUPPLY - MI)	03/18/2025		N	197.90
	P.O. BOX 1006				
02/03/2025	WILBRAHAM MA, 01095	/ /	0.0000	N	0.00
		03/18/2025		Y	197.90

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	197.90

VENDOR TOTAL:					197.90
CONSUMER01	CONSUMERS ENERGY	03/10/2025	203144708238	GEN	1030 4914 0678 10090 HAMBURG 01/30-0
80267	PO BOX 740309	03/27/2025		N	19.58
	PAYMENT CENTER				
02/27/2025	CINCINNATI OH, 45274-0309	/ /	0.0000	N	0.00
		03/27/2025		N	19.58

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-921.000	NATURAL GAS/HEAT	19.58

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BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
CULLIGAN01	CRH OHIO LTD	03/11/2025	958004	GEN	PD WATER FILTER EQUIPMENT	03/01-03/3
80287	D/B/A CULLIGAN OF ANN ARBOR/DETROIT	03/18/2025	20250234	N		70.00
	46902 LIBERTY DRIVE					
02/28/2025	WIXOM MI, 48393	/ /	0.0000	N		0.00
		03/18/2025		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

CUMMINSBD1	CUMMINS SALES AND SERVICE	03/10/2025	S6-250338581	GEN	DPW GEN REPAIR E110218044	
80245	P.O. BOX 772639	03/18/2025		N		200.31
03/04/2025	DETROIT MI, 48277-2639	/ /	0.0000	N		0.00
		03/18/2025		Y		200.31

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-931.000	EQUIPMENT MAINT/REPAIR	200.31

CUMMINSBD1	CUMMINS SALES AND SERVICE	03/12/2025	S6-250338638	GEN	FD - VEH MAINTENANCE #S6-250338638	
80306	P.O. BOX 772639	03/18/2025	20250235	N		385.69
03/05/2025	DETROIT MI, 48277-2639	/ /	0.0000	N		0.00
		03/18/2025		Y		385.69

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-931.000	EQUIPMENT MAINT/REPAIR	385.69

VENDOR TOTAL: 586.00

BROMLEYDAN	DANIEL BROMLEY	03/10/2025	03092025	GEN	PD REIMBURSE MEALS	
80265		03/18/2025		N		52.38
03/09/2025	,	/ /	0.0000	N		0.00
		03/18/2025		N		52.38

Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-916.000	TRAINING	28.00
207-000.000-916.000	TRAINING	24.38

52.38

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

VENDOR TOTAL:						52.38
HENNEMAND1	DEBRA HENNEMAN	03/12/2025	03122024	GEN	REIMBURSE MILEAGE/MEALS	
80321	8898 RUSHVIEW	03/18/2025		N		388.13
03/12/2025	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		03/18/2025		N		388.13

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751.000-910.000	PROFESSIONAL DEVELOPMENT	74.67
101-751.000-910.000	PROFESSIONAL DEVELOPMENT	313.46
		388.13

VENDOR TOTAL:						388.13
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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		

DTEENRGY01	DTE ENERGY	02/27/2025	02272025	GEN	9100 167 2020 3 7701 HAMBURG RD 01/2	
80180	PO BOX 740786	03/18/2025		N		22.87
02/21/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		03/18/2025		N		22.87

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	22.87

DTEENRGY01	DTE ENERGY	03/11/2025	03032025	GEN	9100 086 3063 4 8520 HAMBURG RD 01/	
80283	PO BOX 740786	03/18/2025		N		672.95
02/21/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		03/18/2025		N		672.95

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-920.000	ELECTRIC	672.95

DTEENRGY01	DTE ENERGY	03/11/2025	03032025	GEN	9200 279 0879 6 6730 STRAWBERRY LK 0	
80288	PO BOX 740786	03/18/2025		N		21.65
02/24/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		03/18/2025		N		21.65

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	21.65

DTEENRGY01	DTE ENERGY	03/11/2025	03032025	GEN	9200 279 0880 4 8661 PETTYSVILLEV01/	
80289	PO BOX 740786	03/18/2025		N		21.65
02/24/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		03/18/2025		N		21.65

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	21.65

DTEENRGY01	DTE ENERGY	03/11/2025	03032025	GEN	9200 279 0883 8 2789 M36 01/24-02/24	
80290	PO BOX 740786	03/18/2025		N		21.65
02/24/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		03/18/2025		N		21.65

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	21.65

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		

DTEENRGY01	DTE ENERGY	03/11/2025	03032025	GEN	9200 190 0960 3 7602 CHILSON	01/24-0
80291	PO BOX 740786	03/18/2025		N		21.45
02/24/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		03/18/2025		N		21.45

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	21.45

DTEENRGY01	DTE ENERGY	03/11/2025	03032025	GEN	9100 141 9399 9 6414 WINANS	01/23-02
80292	PO BOX 740786	03/18/2025		N		257.15
02/21/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		03/18/2025		N		257.15

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-920.000	ELECTRIC	257.15

DTEENRGY01	DTE ENERGY	03/11/2025	03032025	GEN	9100 081 1657 6 10090 HAMBURG	01/23-
80293	PO BOX 740786	03/18/2025		N		787.05
02/21/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		03/18/2025		N		787.05

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-920.000	ELECTRIC	787.05

DTEENRGY01	DTE ENERGY	03/11/2025	03032025	GEN	9100 167 2011 2 UNIT LIGHTING	01/23-
80294	PO BOX 740786	03/18/2025		N		206.87
02/21/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		03/18/2025		N		206.87

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-448.000-926.000	STREET LIGHTING	206.87

DTEENRGY01	DTE ENERGY	03/11/2025	03032025	GEN	9100 114 5063 2 4752 STRAWBERRY	01/2
80295	PO BOX 740786	03/18/2025		N		21.45
02/24/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		03/18/2025		N		21.45

Open

GL NUMBER	DESCRIPTION	AMOUNT
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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		

206-000.000-920.100	SIREN ELECTRIC USAGE				21.45	
DTEENRGY01	DTE ENERGY	03/11/2025	03032025	GEN	9100 086 3102 0 11332 ALGONQUIN 01/2	
80296	PO BOX 740786	03/18/2025		N		162.77
02/24/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		03/18/2025		N		162.77

Open

GL NUMBER	DESCRIPTION	AMOUNT
282-000.000-926.000	STREET LIGHTING	162.77
DTEENRGY01	DTE ENERGY	03/11/2025 03032025 GEN 9100 086 3146 7 FD#12 01/23-02/21/20
80297	PO BOX 740786	03/18/2025 N 1,663.65
02/21/2025	CINCINNATI OH, 45274-0786	/ / 0.0000 N 0.00
		03/18/2025 N 1,663.65

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.000	ELECTRIC	1,663.65
DTEENRGY01	DTE ENERGY	03/10/2025 03032025 GEN 9200 279 0878 8 9470 CHILSON 01/24-0
80268	PO BOX 740786	03/19/2025 N 21.65
02/24/2025	CINCINNATI OH, 45274-0786	/ / 0.0000 N 0.00
		03/19/2025 N 21.65

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	21.65
DTEENRGY01	DTE ENERGY	03/10/2025 03032025 GEN 9100 095 9768 3 SEN CTR 01/24-02/24/
80266	PO BOX 740786	03/20/2025 N 523.11
02/24/2025	CINCINNATI OH, 45274-0786	/ / 0.0000 N 0.00
		03/20/2025 N 523.11

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-820.000-920.000	ELECTRIC	523.11
DTEENRGY01	DTE ENERGY	03/11/2025 03032025 GEN 9100 086 3078 2 6400 E M36 WWTP 01/2
80284	PO BOX 740786	03/20/2025 N 8,968.24
02/24/2025	CINCINNATI OH, 45274-0786	/ / 0.0000 N 0.00
		03/20/2025 N 8,968.24

Open

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		

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-920.000	ELECTRIC	8,968.24
DTEENRGY01	DTE ENERGY	03/11/2025 03032025 GEN 9100 081 1689 9 SOCCER FIELDS 01/24-
80298	PO BOX 740786	03/20/2025 N 55.54
02/24/2025	CINCINNATI OH, 45274-0786	/ / 0.0000 N 0.00
		03/20/2025 N 55.54
Open		

GL NUMBER	DESCRIPTION	AMOUNT
101-751.000-920.000	ELECTRIC	55.54
DTEENRGY01	DTE ENERGY	03/11/2025 03032025 GEN 9100 081 1673 3 10446 MERRILL 01/24-
80299	PO BOX 740786	03/20/2025 N 86.40
02/24/2025	CINCINNATI OH, 45274-0786	/ / 0.0000 N 0.00
		03/20/2025 N 86.40
Open		

GL NUMBER	DESCRIPTION	AMOUNT
101-751.000-920.000	ELECTRIC	86.40
DTEENRGY01	DTE ENERGY	03/11/2025 03032025 GEN 9100 086 3133 5 FD #11 01/24-02/24/2
80300	PO BOX 740786	03/20/2025 N 1,374.31
02/24/2025	CINCINNATI OH, 45274-0786	/ / 0.0000 N 0.00
		03/20/2025 N 1,374.31
Open		

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.000	ELECTRIC	1,374.31
DTEENRGY01	DTE ENERGY	03/12/2025 03032025 GEN 9100 122 7190 4 10511 MERRILL 01/24-
80311	PO BOX 740786	03/20/2025 N 19.25
02/24/2025	CINCINNATI OH, 45274-0786	/ / 0.0000 N 0.00
		03/20/2025 N 19.25
Open		

GL NUMBER	DESCRIPTION	AMOUNT
101-751.000-920.000	ELECTRIC	19.25
DTEENRGY01	DTE ENERGY	03/12/2025 03032025 GEN 9100 160 2711 2 PD 01/24-02/24/2025
80312	PO BOX 740786	03/20/2025 N 1,518.96
02/24/2025	CINCINNATI OH, 45274-0786	/ / 0.0000 N 0.00
		03/20/2025 N 1,51
Open		

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

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-920.000	ELECTRIC	1,518.96
DTEENRGY01	DTE ENERGY	03/12/2025 03032025 GEN 9100 160 2734 4 TUNNEL LTG 01/24-02/
80313	PO BOX 740786	03/20/2025 N 57.26
02/24/2025	CINCINNATI OH, 45274-0786	/ / 0.0000 N 0.00
		03/20/2025 N 57.26
Open		

GL NUMBER	DESCRIPTION	AMOUNT
101-751.000-920.000	ELECTRIC	57.26
DTEENRGY01	DTE ENERGY	03/12/2025 03032025 GEN 9200 190 0961 1 9464 KRESS 01/24-02/
80314	PO BOX 740786	03/20/2025 N 854.23
02/24/2025	CINCINNATI OH, 45274-0786	/ / 0.0000 N 0.00
		03/20/2025 N 854.23
Open		

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-920.000	ELECTRIC	854.23
DTEENRGY01	DTE ENERGY	03/12/2025 03032025 GEN 9100 146 5433 9 5450 EDGELAKE 01/24-
80315	PO BOX 740786	03/20/2025 N 17.65
02/24/2025	CINCINNATI OH, 45274-0786	/ / 0.0000 N 0.00
		03/20/2025 N 17.65
Open		

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-920.000	ELECTRIC	17.65
DTEENRGY01	DTE ENERGY	03/12/2025 03032025 GEN 9100 139 0346 3 10675 MERRILL 01/24-
80316	PO BOX 740786	03/20/2025 N 322.76
02/24/2025	CINCINNATI OH, 45274-0786	/ / 0.0000 N 0.00
		03/20/2025 N 322.76
Open		

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-920.000	ELECTRIC	322.76
DTEENRGY01	DTE ENERGY	03/12/2025 03032025 GEN 9100 086 3167 3 TWP 01/24-02/24/2025
80317	PO BOX 740786	03/20/2025 N 1,953.53
02/24/2025	CINCINNATI OH, 45274-0786	/ / 0.0000 N 1,95
		03/20/2025 N

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

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-920.000	ELECTRIC	1,953.53

DTEENRGY01	DTE ENERGY	03/12/2025	03032025	GEN	9100 086 3118 6 10991 HAMBURG	01/24-
80320	PO BOX 740786	03/20/2025		N		42.23
02/24/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		03/20/2025		N		42.23

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	42.23

DTEENRGY01	DTE ENERGY	03/12/2025	03032025	GEN	9100 114 4947 7 4498 CORDLEY LK	01/2
80318	PO BOX 740786	03/22/2025		N		33.08
02/26/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		03/22/2025		N		33.08

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-920.000	ELECTRIC	33.08

DTEENRGY01	DTE ENERGY	03/12/2025	03032025	GEN	9100 160 2723 7 4320 CORDLEY LK	01/2
80319	PO BOX 740786	03/22/2025		N		420.01
02/26/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		03/22/2025		N		420.01

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-920.000	ELECTRIC	420.01

DTEENRGY01	DTE ENERGY	03/11/2025	03102025	GEN	9200 189 1753 3 9251 REGENCY	01/31-0
80285	PO BOX 740786	03/27/2025		N		104.02
03/03/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		03/27/2025		N		104.02

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-920.000	ELECTRIC	104.02

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		
DUBOISCO01	DUBOIS-COOPER & ASSOCIATES	03/12/2025	290817	GEN	DPW DEADFRONT PRORECT DISCONNECT	
80322		03/18/2025		N		6,368.00
	PO BOX 6161					
03/11/2025	PLYMOUTH MI, 48170	/ /	0.0000	N		0.00
		03/18/2025		Y		6,368.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-751.100	GRINDER PUMP PARTS	6,368.00
VENDOR TOTAL:		6,368.00

ELECTROCYC	ELECTROCYCLE, INC.	03/10/2025	61000	GEN	SHRED ONSITE (2) 85 GAL TOTERS	
80246	23953 RESEARCH DR.	03/18/2025		N		53.00
03/04/2025	FARMINGTON HILLS MI, 48335	/ /	0.0000	N		0.00
		03/18/2025		N		53.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-955.000	SUNDRY	53.00
VENDOR TOTAL:		53.00

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
		Due Date		1099		
FLAGSTRBNK	FLAGSTAR BANK, FSB	03/10/2025	03052025	GEN	02.05.2025-03.05.2025	
80248	CARDMEMBER SERVICES	03/19/2025		N		3,110.60
	PO BOX 790408					
03/06/2025	SAINT LOUIS MO, 63179-0408	/ /	0.0000	N		0.00
		03/19/2025		Y		3,110.60

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-980.000	OFFICE EQUIP & FURNITURE	654.36
101-253.000-910.000	PROFESSIONAL DEVELOPMENT	599.00
101-820.000-804.000	SENIOR PROGRAMS	276.60
206-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	1,002.19
101-000.000-239.300	SENIOR CENTER ACTIVITY FUND	161.70
207-000.000-916.000	TRAINING	138.41
101-201.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	135.00
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	165.98
101-215.000-958.000	DUES/SUBSCRIP/RECERTIFICATION	(481.00)
101-000.000-239.700	SENIOR CENTER LUNCH PROGRAM	315.01
206-000.000-955.000	SUNDRY	42.00
101-265.000-752.000	SUPPLIES & SMALL EQUIPMENT	(17.90)
207-000.000-967.000	SPECIAL PROJECTS	22.50
101-702.000-910.000	PROFESSIONAL DEVELOPMENT	60.00
207-000.000-955.000	SUNDRY	36.75
		3,110.60
VENDOR TOTAL:		3,110.60

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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		
HALEY	FRONTIER SERVICE PARTNERS INC	03/12/2025	150479801	GEN	FD - ST 11 HVAC REPAIR, UV LIGHT #15	
80307	8415 DEXTER CHELSEA RD	03/18/2025	20250231	N		245.00
03/05/2025	DEXTER MI, 48130	/ /	0.0000	N		0.00
		03/18/2025		N		245.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-930.003	RPLC BULBS ON CURRENTLY INSTL UV LIGHT	245.00	245.00

HALEY	FRONTIER SERVICE PARTNERS INC	03/12/2025	150481695	GEN	FD - ST 11 HVAC REPAIR #150481695	
80308	8415 DEXTER CHELSEA RD	03/18/2025	20250233	N		4,925.00
03/05/2025	DEXTER MI, 48130	/ /	0.0000	N		0.00
		03/18/2025		N		4,925.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-930.003	REPLACE HEAT EXCHANGER, FLAME SENSORS ET	4,925.00	4,925.00

HALEY	FRONTIER SERVICE PARTNERS INC	03/12/2025	150497341	GEN	FD - HVAC REPAIR ST 11, ROOFTOP #150	
80301	8415 DEXTER CHELSEA RD	03/18/2025	20250232	N		285.00
03/05/2025	DEXTER MI, 48130	/ /	0.0000	N		0.00
		03/18/2025		N		285.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-930.003	REPLACE FLAME SENSOR ON ROOF TOP UNIT	285.00	285.00

HALEY	FRONTIER SERVICE PARTNERS INC	03/12/2025	154823165	GEN	FD - ST 12 HVAC MAINTENANCE #1548231	
80302	8415 DEXTER CHELSEA RD	03/18/2025	20250241	N		1,070.00
03/11/2025	DEXTER MI, 48130	/ /	0.0000	N		0.00
		03/18/2025		N		1,070.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-930.003	RADIANT TUBE HEATER HEADS (3) RTU C-C	1,070.00	1,070.00

VENDOR TOTAL:	6,525.00
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BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
GEBESISCDJ	GENESIS CDJR OF PINCKNEY LLC	03/03/2025	503369	GEN	PD 2023 DODGE CHARGER 40563, TIRE RO	
80190	1295 E. M-36	03/18/2025	20250219	N		83.60
02/26/2025	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		03/18/2025		N		83.60

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-932.000	TIRE ROTATION	83.60	83.60

GEBESISCDJ	GENESIS CDJR OF PINCKNEY LLC	03/03/2025	503389	GEN	PD 2023 CHARGER 80272 OIL CHG & TIR	
80204	1295 E. M-36	03/18/2025	20250224	N		139.70
02/19/2025	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		03/18/2025		N		139.70

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-932.000	OIL CHG & TIRE ROTATION	139.70	139.70

GEBESISCDJ	GENESIS CDJR OF PINCKNEY LLC	03/03/2025	503402	GEN	PD 2023 DODGE CHARGER 80273 OIL CHA	
80191	1295 E. M-36	03/18/2025	20250218	N		62.75
02/26/2025	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		03/18/2025		N		62.75

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-932.000	OIL CHANGE	62.75	62.75

VENDOR TOTAL: 286.05

GRAINGER01	GRAINGER	03/10/2025	9428392246	GEN	DPW TRIM SEAL ALUM	
80249	DEPT. 826849010	03/18/2025		N		400.60
03/05/2025	PALATINE IL, 60038-0001	/ /	0.0000	N		0.00
		03/18/2025		Y		400.60

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	400.60

VENDOR TOTAL: 400.60

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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		

GREATLAK02	GREAT LAKES TELECOM	03/10/2025	46379	GEN	TWP SERV CALL/LABOR	
80250	8279 FORD RD	03/18/2025		N		310.00
03/04/2025	SUPERIOR TWP MI, 48198	/ /	0.0000	N		0.00
		03/18/2025		Y		310.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-853.000	PHONE/COMM/INTERNET	310.00

VENDOR TOTAL: 310.00

HALLAHAN&A	HALLAHAN & ASSOCIATES, PC	03/11/2025	22407	GEN	PROF SERVICES THROUGH 02/28/25 S.WIE	
80271	1750 S TELEGRAPH RD	03/18/2025		N		20.66
	SUITE 202					
03/03/2025	BLOOMFIELD HILLS MI, 48302-0179	/ /	0.0000	N		0.00
		03/18/2025		N		20.66

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-257.000-955.000	SUNDRY	20.66

VENDOR TOTAL: 20.66

USABLUEB01	HD SUPPLY, INC.	03/12/2025	INV00641552	GEN	WWTP POLY CONTAINER WITH DRILLED TOP	
80324	PO BOX 9004	03/18/2025		N		205.26
03/05/2025	GURNEE IL, 60031	/ /	0.0000	N		0.00
		03/18/2025		N		205.26

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	205.26

VENDOR TOTAL: 205.26

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		

HIGHTREATM	HIGHLAND TREATMENT INC	03/10/2025	152449	GEN	MARCH 2025 TESTING	
80253	P.O. BOX 1089	03/18/2025		N		180.00
03/01/2025	HIGHLAND MI, 48357-1089	/ /	0.0000	N		0.00
		03/18/2025		N		180.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-930.000	MAINTENANCE TWP HALL	60.00
207-000.000-930.002	MAINTENANCE POLICE BUILDING	60.00
101-265.000-930.008	MAINTENANCE LIBRARY	60.00
		180.00

VENDOR TOTAL: 180.00

HPELECTR01	HP ELECTRIC	03/10/2025	3118	GEN	B & G CLOCK TOWER PROJECT	
80252	7853 THUNDER BAY DR	03/18/2025		N		600.00
03/04/2025	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		03/18/2025		Y		600.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-932.000	VEHICLE MAINTENANCE	600.00

VENDOR TOTAL: 600.00

HUNTINGTON	HUNTINGTON NATIONAL BANK	03/03/2025	02192025	GEN	3584259801-HAMBURGTWP20	
80186	PO BOX 1558-GW4E64	03/18/2025		N		351,335.00
02/19/2025	COLUMBUS OH, 43216	/ /	0.0000	N		0.00
		03/18/2025		N		351,335.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
854-000.000-991.000	DEBT SERVICE - PRINCIPAL	336,494.60
854-000.000-992.000	INTEREST EXPENSE	11,218.14
590-539.000-991.000	DEBT SERVICE - PRINCIPAL	3,505.40
590-539.000-992.000	INTEREST EXPENSE	116.86
		351,335.00

VENDOR TOTAL: 351,335.00

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BANK CODE: GEN

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

HRNVLLYGUN	HURON VALLEY GUNS, LLC	03/10/2025	228921	GEN	PD UNIFORM PANTS AND BELT-DEBOTTIS	
80251	56477 GRAND RIVER AVE.	03/18/2025	20250229	N		287.18
02/24/2025	NEW HUDSON MI, 48165	/ /	0.0000	N		0.00
		03/18/2025		Y		287.18

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-768.000	NAVY CARGO PANTS-DEBOTTIS	263.97	263.97
207-000.000-768.000	BLACK ULTRA INNER BELT	23.21	23.21
		287.18	287.18

VENDOR TOTAL: 287.18

IMAGEBUSIN	IMAGE BUSINESS SOLUTIONS, INC	03/11/2025	276079	GEN	PD 02/09/25-03/08/25	
80276	28339 BECK RD	03/18/2025		N		115.53
	SUITE F2					
03/09/2025	WIXOM MI, 48393	/ /	0.0000	N		0.00
		03/18/2025		N		115.53

Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	115.53

VENDOR TOTAL: 115.53

ASSUREDPO1	JAYS ASSURED PEST CONTROL LLC	03/12/2025	7015	GEN	MONTHLY SERVICE MARCH	
80323	P.O. BOX 591	03/18/2025		N		337.00
03/12/2025	BRIGHTON MI, 48116-0591	/ /	0.0000	N		0.00
		03/18/2025		Y		337.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-801.000		76.00
206-000.000-801.000	CONTRACTUAL SERVICES	75.00
206-000.000-801.000	CONTRACTUAL SERVICES	65.00
207-000.000-801.000	CONTRACTUAL SERVICES	85.00
101-820.000-801.000	CONTRACTUAL SERVICES	36.00
		337.00

VENDOR TOTAL: 337.00

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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		

KENNEDYI01	KENNEDY INDUSTRIES, INC.	03/10/2025	645488	GEN	WWTP FLYGT , PUMP	
80254	KISM, LLC	03/18/2025		N		6,250.00
	P.O. BOX 930079					
02/26/2025	WIXOM MI, 48393	/ /	0.0000	N		0.00
		03/18/2025		N		6,250.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE	6,250.00

VENDOR TOTAL: 6,250.00

LIVINGST12	LIVINGSTON COUNTY REGISTER OF DEEDS	03/03/2025	03032025	GEN	EASEMENT GRANT FORM AUSTIN/ROGERS/HE	
80205	200 E. GRAND RIVER AVE.	03/18/2025		N		90.00
	SUITE 3					
03/03/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		03/18/2025		N		90.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-955.000	SUNDRY	90.00

LIVINGST12	LIVINGSTON COUNTY REGISTER OF DEEDS	03/11/2025	03102025	GEN	GRINDER PUMP EASEMENT GRANT-NOEGELI/	
80270	200 E. GRAND RIVER AVE.	03/18/2025		N		60.00
	SUITE 3					
03/10/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		03/18/2025		N		60.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-955.000	SUNDRY	60.00

VENDOR TOTAL: 150.00

LIVINGST02	LIVINGSTON COUNTY TREASURER	03/10/2025	13903	GEN	SEN STR TRANSPORTATION JAN 2025	
80255	LIVINGSTON COUNTY COURT HOUSE	03/18/2025		N		2,070.00
	200 E. GRAND RIVER					
02/25/2025	HOWELL MI, 48843-2398	/ /	0.0000	Y		0.00
		03/18/2025		N		2,070.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-239.800	LETS TRANSPORTATION FEE	2,070.00

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BANK CODE: GEN

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

VENDOR TOTAL: 2,070.00

MACQUEENEM	MACQUEEN EMERGENCY GROUP	03/03/2025	P05034	GEN	FD - EQUIPMENT TESTING/INSPECT/MAINT	
80201	1125 7TH STREET EAST	03/18/2025	20250225	N		1,535.00
02/28/2025	ST PAUL MN, 55106	/ /	0.0000	N		0.00
		03/18/2025		Y		1,535.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-931.000	HURST PM-EDR SPREADER	200.00	200.00
206-000.000-931.000	HURST PM-EDR CUTTER	400.00	400.00
206-000.000-931.000	HURST PM-EDR RAM	400.00	400.00
206-000.000-931.000	HURST PM-EDR COMBI	400.00	400.00
206-000.000-931.000	TRAVEL TIME	90.00	90.00
206-000.000-931.000	SHOP SUPPLIES	45.00	45.00
		1,535.00	1,535.00

VENDOR TOTAL: 1,535.00

MERITLAB01	MERIT LABORATORIES	03/10/2025	70665	GEN	HAMBURG	
80256	2680 EAST LANSING DR	03/18/2025		N		1,148.00
02/27/2025	EAST LANSING MI, 48823	/ /	0.0000	N		0.00
		03/18/2025		Y		1,148.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-952.000	LAB ANALYSIS - WWTP	1,148.00

MERITLAB01	MERIT LABORATORIES	03/10/2025	70666	GEN	PORTAGE	
80257	2680 EAST LANSING DR	03/18/2025		N		544.00
02/27/2025	EAST LANSING MI, 48823	/ /	0.0000	N		0.00
		03/18/2025		Y		544.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-537.000-952.100	LAB ANALYSIS FEES - PORTAGE	544.00

VENDOR TOTAL: 1,692.00

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BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
MICHIGANST	MICHIGAN STATE DISBURSEMENT UNIT	03/11/2025	03132025	GEN	CASE#810013564 PAYROLL 02/24-03/09/2	
80278	P.O. BOX 30350	03/18/2025		N		59.08
03/10/2025	LANSING MI, 48909-7850	/ /	0.0000	Y		0.00
		03/18/2025		N		59.08

Open

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

MICHIGANST	MICHIGAN STATE DISBURSEMENT UNIT	03/11/2025	03132025	GEN	CASE# 912854739 PAYROLL 02/24-03/09/	
80279	P.O. BOX 30350	03/18/2025		N		380.46
03/10/2025	LANSING MI, 48909-7850	/ /	0.0000	Y		0.00
		03/18/2025		N		380.46

Open

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

VENDOR TOTAL: 439.54

MYERSEXC02	MYERS GROUP ENTERPRISES LLC	03/11/2025	2505	GEN	TWP FURNISH AND DELIVER 20 YD BULK S	
80277	8111 HAMMEL ROAD	03/18/2025		N		2,920.00
03/10/2025	BRIGHTON MI, 48116	/ /	0.0000	N		0.00
		03/18/2025		Y		2,920.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-930.003	MAINTENANCE FIRE HALL	973.33
207-000.000-930.002	MAINTENANCE POLICE BUILDING	486.67
101-265.000-930.000	MAINTENANCE TWP HALL	486.67
101-820.000-930.001	MAINTENANCE COMM CENTER	486.67
101-265.000-930.008	MAINTENANCE LIBRARY	486.66
		2,920.00

VENDOR TOTAL: 2,920.00

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BANK CODE: GEN

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

POLABORCOU	POLICE OFFICER LABOR COUNCIL	03/11/2025	03112025	GEN	MARCH 2025	
80280	EXECUTIVE OFFICES	03/18/2025		N		848.00
	667 E. BIG BEAVER, SUITE 205					
03/11/2025	TROY MI, 48083	/ /	0.0000	N		0.00
		03/18/2025		N		848.00

Open

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

VENDOR TOTAL: 848.00

REDMONDJ01	REDMOND ENVIRONMENTAL INC.	03/10/2025	11061	GEN	BREATHER CABLE/2000 TOP HOUSING KIT/	
80258	1355 N. 7TH STREET	03/18/2025		N		7,193.12
02/26/2025	LAKE CITY MN, 55041	/ /	0.0000	N		0.00
		03/18/2025		N		7,193.12

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-751.100	GRINDER PUMP PARTS	7,193.12

VENDOR TOTAL: 7,193.12

RUBBERST01	RUBBER STAMPS UNLIMITED, INC.	03/12/2025	91022	GEN	TREASURY RECEIPT STAMP	
80309	334 SOUTH HARVEY	03/18/2025		N		78.65
03/12/2025	PLYMOUTH MI, 48170	/ /	0.0000	N		0.00
		03/18/2025		N		78.65

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	78.65

VENDOR TOTAL: 78.65

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BANK CODE: GEN

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

SMARTBUSIN	SMART BUSINESS SOURCE, LLC	03/10/2025	OE-91655-1	GEN	FD - CHAIRS #OE-91655-1	
80259	1940 NORTHWOOD DR	03/18/2025	20250230	N		3,390.00
03/05/2025	TROY MI, 48084	/ /	0.0000	N		0.00
		03/18/2025		N		3,390.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-930.003	CONVERGENCE TASK CHAIR	807.00	807.00
206-000.000-930.003	IGNITION SIDE CHAIR	2,583.00	2,583.00
		3,390.00	3,390.00

VENDOR TOTAL: 3,390.00

STANDARD02	STANDARD ELECTRIC COMPANY	03/10/2025	17029500-00	GEN	DPW BUSS FUSE (20)	
80260	P.O. BOX 5289	03/18/2025		N		117.90
02/13/2025	SAGINAW MI, 48603-0289	/ /	0.0000	N		0.00
		03/18/2025		Y		117.90

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-751.100	GRINDER PUMP PARTS	117.90

VENDOR TOTAL: 117.90

LOCKESTEPH	STEPHEN LOCKE	03/12/2025	03102025	GEN	REIMBURSE MEALS/PARKING	
80310		03/18/2025		N		52.51
03/12/2025	,	/ /	0.0000	N		0.00
		03/18/2025		N		52.51

Open

GL NUMBER	DESCRIPTION	AMOUNT
207-000.000-916.000	TRAINING	52.51

VENDOR TOTAL: 52.51

TOSHIBA	TOSHIBA BUSINESS SOLUTIONS	03/11/2025	6511998	GEN	FD CPC BILLING 02/01/25-02/28/25	
80275	PO BOX 927	03/18/2025		N		68.75
03/05/2025	BUFFALO NY, 14240-0927	/ /	0.0000	N		0.00
		03/18/2025		Y		68.75

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-801.000	CONTRACTUAL SERVICES	68.75

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BANK CODE: GEN

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

Due Date 1099

VENDOR TOTAL: 68.75

TL0LLC	TRANSUNION RISK AND ALTERNATIVE	03/10/2025	378853-202502-1	GEN	PD MONTHLY USAGE CHARGES FEB 2025	
80261	DATA SOLUTIONS, INC.	03/18/2025	20250226	N		75.00
	P.O. BOX 209047					
03/01/2025	DALLAS TX, 75320-9047	/ /	0.0000	N		0.00
		03/18/2025		N		75.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-801.000	MONTHLY USAGE CHARGES-FEB 2025	75.00	75.00

VENDOR TOTAL: 75.00

ULINEINC01	ULINE, INC.	03/11/2025	189848060	GEN	ELECTIONS/CLERK LATERAL FILE 4 DRAWE	
80269	P.O.BOX 88741	03/18/2025		N		6,208.91
03/03/2025	CHICAGI IL, 60680-1741	/ /	0.0000	N		0.00
		03/18/2025		N		6,208.91

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-215.000-980.000	CAPITAL EQUIPMENT/CAPITAL IMP	5,000.00
101-215.000-955.000	SUNDRY	1,208.91
		6,208.91

VENDOR TOTAL: 6,208.91

VERIZONW01	VERIZON WIRELESS	03/10/2025	6106736389	GEN	DPW ON CALL PHONE	
80262	PO BOX 15062	03/18/2025		N		50.67
02/22/2025	ALBANY NY, 12212-5062	/ /	0.0000	N		0.00
		03/18/2025		N		50.67

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-853.000	PHONE/COMM/INTERNET	50.67

VENDOR TOTAL: 50.67

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BANK CODE: GEN

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
SUNOCOFI01	WEX BANK	03/10/2025	103163780	GEN	FD - FUEL CHARGES FEBRUARY 25#10316	
80264	P.O. BOX 4337	03/18/2025	20250228	N		1,803.05
02/28/2025	CAROL STREAM IL, 60197-4337	/ /	0.0000	N		0.00
		03/18/2025		N		1,803.05

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-759.000	FD FUEL CHARGES	1,803.05	1,803.05

VENDOR TOTAL: 1,803.05

SUNOCOTO01	WEX BANK	02/25/2025	102982661	GEN	01/24-02/23/2025	
80143	P.O. BOX 6293	03/19/2025		N		1,789.70
02/23/2025	CAROL STREAM IL, 60197	/ /	0.0000	N		0.00
		03/19/2025		N		1,789.70

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-759.000	VEHICLE FUEL	574.19
590-527.000-759.000	VEHICLE FUEL	1,103.92
101-275.000-759.000	VEHICLE FUEL	78.60
101-275.000-759.000	VEHICLE FUEL	32.99
		1,789.70

VENDOR TOTAL: 1,789.70

WRIGHTEX01	WEX FLEET UNIVERSAL	03/10/2025	103209849	GEN	PD FUEL CHARGES FOR PATROL CARS FEBR	
80263	WEX BANK	03/18/2025	20250227	N		4,070.48
	PO BOX 6293					
02/28/2025	CAROL STREAM IL, 60197-6293	/ /	0.0000	N		0.00
		03/18/2025		N		4,070.48

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-759.000	MONTHLY FUEL CHARGES FEBRUARY 2025	4,070.48	4,070.48

VENDOR TOTAL: 4,070.48

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		
WASTMANAGM	WM CORPORATE SERVICES, INC.	03/12/2025	0121722-1389-9	GEN	02/01/2025-02/28/2025	
80325	AS PAY AGENT	03/18/2025		N		596.60
	P.O. BOX 4648					
03/03/2025	CAROL STREAM IL, 60197-4648	/ /	0.0000	N		0.00
		03/18/2025		N		596.60

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-919.000	TRASH DISPOSAL	155.12
101-751.000-919.000	TRASH DISPOSAL	129.28
590-537.000-919.000	TRASH DISPOSAL	89.22
101-820.000-919.000	TRASH DISPOSAL	64.08
101-265.000-919.000	TRASH DISPOSAL	35.76
207-000.000-801.000	CONTRACTUAL SERVICES	123.14
		596.60

VENDOR TOTAL: 596.60

WONDERMARN	WONDERLAND MARINE WEST, INC.	03/03/2025	WO006020	GEN	PD BOAT REPAIRS BOSTON WHALER	
80202	8789 MCGREGOR RD	03/18/2025	20250223	N		1,018.26
02/12/2025	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		03/18/2025		N		1,018.26

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-932.000	REPLACE SPARK PLUGS AND FUEL FILTER SUPP	146.43	146.43
207-000.000-932.000	SHOP LABOR CHARGE	145.00	145.00
207-000.000-932.000	SHIPPING CHARGES	7.50	7.50
207-000.000-932.000	SHOP SUPPLIES	3.63	3.63
207-000.000-932.000	REPLACE FUEL INJECTOR SUPPLIES	492.76	492.76
207-000.000-932.000	SHOP LABOR CHARGE	217.50	217.50
207-000.000-932.000	SHOP SUPPLIES	5.44	5.44
		1,018.26	1,018.26

WONDERMARN	WONDERLAND MARINE WEST, INC.	03/03/2025	WO006630	GEN	PD SHRINKWRAP BOSTON WHALER	
80203	8789 MCGREGOR RD	03/18/2025	20250221	N		238.00
02/19/2025	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		03/18/2025		N		238.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-932.000	SHRINK WRAP 17' WITH SERVICE	238.00	238.00

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
		Due Date		1099		
VENDOR TOTAL:						1,256.26
TOTAL - ALL VENDORS:						483,917.34

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 General Fund							
Dept 000.000							
101-000.000-073.003	03/11/25	ALERUS RETIREMENT SOLUTIONS	401A	03132025	03/13/25	1,376.40	
101-000.000-228.010	03/10/25	MICHIGAN STATE DISBURSEMENT UN	CASE#810013564 PAYROLL 02/24-03/09/	03132025	03/18/25	59.08	
101-000.000-228.010	03/10/25	MICHIGAN STATE DISBURSEMENT UN	CASE# 912854739 PAYROLL 02/24-03/09	03132025	03/18/25	380.46	
101-000.000-231.100	03/11/25	POLICE OFFICER LABOR COUNCIL	MARCH 2025	03112025	03/18/25	848.00	
101-000.000-231.500	03/11/25	ALERUS RETIREMENT SOLUTIONS	457	03132025	03/13/25	15,382.24	
101-000.000-239.300	03/06/25	FLAGSTAR BANK, FSB	02.05.2025-03.05.2025	03052025	03/19/25	161.70	
101-000.000-239.700	03/06/25	FLAGSTAR BANK, FSB	02.05.2025-03.05.2025	03052025	03/19/25	315.01	
101-000.000-239.800	02/25/25	LIVINGSTON COUNTY TREASURER	SEN STR TRANSPORTATION JAN 2025	13903	03/18/25	2,070.00	
Total For Dept 000.000						20,592.89	
Dept 171.000 Township Supervisor							
101-171.000-716.000	03/11/25	ALERUS RETIREMENT SOLUTIONS	401A	03132025	03/13/25	477.71	
Total For Dept 171.000 Township Supervisor						477.71	
Dept 201.000 ACCOUNTING							
101-201.000-716.000	03/11/25	ALERUS RETIREMENT SOLUTIONS	401A	03132025	03/13/25	1,087.81	
101-201.000-910.000	03/03/25	BS&A SOFTWARE INC.	ACCT CK AND DEP RECON J KRAFT	159256	03/18/25	200.00	
101-201.000-958.000	03/06/25	FLAGSTAR BANK, FSB	02.05.2025-03.05.2025	03052025	03/19/25	135.00	
Total For Dept 201.000 ACCOUNTING						1,422.81	
Dept 215.000 CLERK'S OFFICE							
101-215.000-716.000	03/11/25	ALERUS RETIREMENT SOLUTIONS	401A	03132025	03/13/25	843.87	
101-215.000-955.000	03/03/25	ULINE, INC.	ELECTIONS/CLERK LATERAL FILE 4 DRAW:	189848060	03/18/25	1,208.91	
101-215.000-958.000	03/06/25	FLAGSTAR BANK, FSB	02.05.2025-03.05.2025	03052025	03/19/25	(481.00)	
101-215.000-980.000	03/03/25	ULINE, INC.	ELECTIONS/CLERK LATERAL FILE 4 DRAW:	189848060	03/18/25	5,000.00	
Total For Dept 215.000 CLERK'S OFFICE						6,571.78	
Dept 228.000 TECHNICAL/UTILITIES SERVICES							
101-228.000-716.000	03/11/25	ALERUS RETIREMENT SOLUTIONS	401A	03132025	03/13/25	550.40	
Total For Dept 228.000 TECHNICAL/UTILITIES SERVICES						550.40	
Dept 229.000 COMPUTER/CABLE							
101-229.000-933.000	03/03/25	APPLIED INNOVATION	DOCUWARE MAINTENANCE AND SUPPORT	P101442	03/18/25	2,970.64	
Total For Dept 229.000 COMPUTER/CABLE						2,970.64	
Dept 253.000 Treasurer							
101-253.000-716.000	03/11/25	ALERUS RETIREMENT SOLUTIONS	401A	03132025	03/13/25	580.95	
101-253.000-910.000	03/06/25	FLAGSTAR BANK, FSB	02.05.2025-03.05.2025	03052025	03/19/25	599.00	
Total For Dept 253.000 Treasurer						1,179.95	
Dept 257.000 Assessing							
101-257.000-955.000	03/03/25	HALLAHAN & ASSOCIATES, PC	PROF SERVICES THROUGH 02/28/25 S.WI:	22407	03/18/25	20.66	
Total For Dept 257.000 Assessing						20.66	
Dept 262.000 Elections							
101-262.000-716.000	03/11/25	ALERUS RETIREMENT SOLUTIONS	401A	03132025	03/13/25	599.34	
Total For Dept 262.000 Elections						599.34	
Dept 265.000 Township Buildings							
101-265.000-716.000	03/11/25	ALERUS RETIREMENT SOLUTIONS	401A	03132025	03/13/25	546.24	
101-265.000-752.000	03/06/25	FLAGSTAR BANK, FSB	02.05.2025-03.05.2025	03052025	03/19/25	(17.90)	
101-265.000-759.000	02/23/25	WEX BANK	01/24-02/23/2025	102982661	03/19/25	574.19	
101-265.000-801.000	03/12/25	JAYS ASSURED PEST CONTROL LLC	MONTHLY SERVICE MARCH	7015	03/18/25	76.00	
101-265.000-919.000	03/03/25	WM CORPORATE SERVICES, INC.	02/01/2025-02/28/2025	0121722-1389-9	03/18/25	35.76	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 101 General Fund							
Dept 265.000 Township Buildings							
101-265.000-920.000	02/24/25	DTE ENERGY	9100 139 0346 3 10675 MERRILL 01/24	03032025	03/20/25	322.76	
101-265.000-920.000	02/24/25	DTE ENERGY	9100 086 3167 3 TWP 01/24-02/24/202	03032025	03/20/25	1,953.53	
101-265.000-930.000	03/01/25	HIGHLAND TREATMENT INC	MARCH 2025 TESTING	152449	03/18/25	60.00	
101-265.000-930.000	03/10/25	MYERS GROUP ENTERPRISES LLC	TWP FURNISH AND DELIVER 20 YD BULK	2505	03/18/25	486.67	
101-265.000-930.008	03/01/25	HIGHLAND TREATMENT INC	MARCH 2025 TESTING	152449	03/18/25	60.00	
101-265.000-930.008	03/10/25	MYERS GROUP ENTERPRISES LLC	TWP FURNISH AND DELIVER 20 YD BULK	2505	03/18/25	486.66	
101-265.000-932.000	02/26/25	BOB MAXEY FORD OF HOWELL, INC.	B&G 2017 FORD F-350 50068	290617	03/18/25	2,290.47	
101-265.000-932.000	03/04/25	HP ELECTRIC	B& G CLOCK TOWER PROJECT	3118	03/18/25	600.00	
Total For Dept 265.000 Township Buildings						7,474.38	
Dept 275.000 OTHER EXPENSES							
101-275.000-752.000	03/07/25	APPLIED INNOVATION	TWP CONTRACT BASE 03/05/25-04/04/25	2764922	03/18/25	250.89	
101-275.000-752.000	02/19/25	CDW GOVERNMENT, INC.	CANNON ROLLER EXCHANGE	AC8SB3A	03/18/25	53.05	
101-275.000-752.000	02/25/25	CDW GOVERNMENT, INC.	TRIPP 1000FT CABLE	AC9C57R	03/18/25	207.72	
101-275.000-752.000	03/12/25	RUBBER STAMPS UNLIMITED, INC.	TREASURY RECEIPT STAMP	91022	03/18/25	78.65	
101-275.000-759.000	02/23/25	WEX BANK	01/24-02/23/2025	102982661	03/19/25	111.59	
101-275.000-853.000	03/04/25	GREAT LAKES TELECOM	TWP SERV CALL/LABOR	46379	03/18/25	310.00	
101-275.000-955.000	03/04/25	ELECTROCYCLE, INC.	SHRED ONSITE (2) 85 GAL TOTERS	61000	03/18/25	53.00	
101-275.000-980.000	03/06/25	FLAGSTAR BANK, FSB	02.05.2025-03.05.2025	03052025	03/19/25	654.36	
Total For Dept 275.000 OTHER EXPENSES						1,719.26	
Dept 448.000 Street Lighting							
101-448.000-926.000	02/21/25	DTE ENERGY	9100 167 2011 2 UNIT LIGHTING 01/23	03032025	03/18/25	206.87	
Total For Dept 448.000 Street Lighting						206.87	
Dept 702.000 PLANNING AND ZONING							
101-702.000-716.000	03/11/25	ALERUS RETIREMENT SOLUTIONS	401A	03132025	03/13/25	633.82	
101-702.000-910.000	03/06/25	FLAGSTAR BANK, FSB	02.05.2025-03.05.2025	03052025	03/19/25	60.00	
Total For Dept 702.000 PLANNING AND ZONING						693.82	
Dept 751.000 Recreation Board							
101-751.000-716.000	03/11/25	ALERUS RETIREMENT SOLUTIONS	401A	03132025	03/13/25	204.36	
101-751.000-910.000	03/12/25	DEBRA HENNEMAN	REIMBURSE MILEAGE/MEALS	03122024	03/18/25	388.13	
101-751.000-919.000	03/03/25	WM CORPORATE SERVICES, INC.	02/01/2025-02/28/2025	0121722-1389-9	03/18/25	129.28	
101-751.000-920.000	02/24/25	DTE ENERGY	9100 081 1689 9 SOCCER FIELDS 01/24	03032025	03/20/25	55.54	
101-751.000-920.000	02/24/25	DTE ENERGY	9100 081 1673 3 10446 MERRILL 01/24	03032025	03/20/25	86.40	
101-751.000-920.000	02/24/25	DTE ENERGY	9100 122 7190 4 10511 MERRILL 01/24	03032025	03/20/25	19.25	
101-751.000-920.000	02/24/25	DTE ENERGY	9100 160 2734 4 TUNNEL LTG 01/24-02	03032025	03/20/25	57.26	
Total For Dept 751.000 Recreation Board						940.22	
Dept 820.000 SENIOR CENTER							
101-820.000-716.000	03/11/25	ALERUS RETIREMENT SOLUTIONS	401A	03132025	03/13/25	339.66	
101-820.000-801.000	03/12/25	JAYS ASSURED PEST CONTROL LLC	MONTHLY SERVICE MARCH	7015	03/18/25	36.00	
101-820.000-804.000	03/06/25	FLAGSTAR BANK, FSB	02.05.2025-03.05.2025	03052025	03/19/25	276.60	
101-820.000-919.000	03/03/25	WM CORPORATE SERVICES, INC.	02/01/2025-02/28/2025	0121722-1389-9	03/18/25	64.08	
101-820.000-920.000	02/24/25	DTE ENERGY	9100 095 9768 3 SEN CTR 01/24-02/24	03032025	03/20/25	523.11	
101-820.000-930.001	03/10/25	MYERS GROUP ENTERPRISES LLC	TWP FURNISH AND DELIVER 20 YD BULK	2505	03/18/25	486.67	
Total For Dept 820.000 SENIOR CENTER						1,726.12	
Total For Fund 101 General Fund						47,146.85	
Fund 206 Fire Fund							
Dept 000.000							
206-000.000-716.000	03/11/25	ALERUS RETIREMENT SOLUTIONS	401A	03132025	03/13/25	3,301.79	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 206 Fire Fund							
Dept 000.000							
206-000.000-752.000	03/06/25	FLAGSTAR BANK, FSB	02.05.2025-03.05.2025	03052025	03/19/25	165.98	
206-000.000-759.000	02/28/25	WEX BANK	FD - FUEL CHARGES FEBRUARY 25#1031	103163780	03/18/25	1,803.05	
206-000.000-801.000	03/12/25	JAYS ASSURED PEST CONTROL LLC	MONTHLY SERVICE MARCH	7015	03/18/25	140.00	
206-000.000-801.000	03/05/25	TOSHIBA BUSINESS SOLUTIONS	FD CPC BILLING 02/01/25-02/28/25	6511998	03/18/25	68.75	
206-000.000-919.000	03/03/25	WM CORPORATE SERVICES, INC.	02/01/2025-02/28/2025	0121722-1389-9	03/18/25	155.12	
206-000.000-920.000	02/21/25	DTE ENERGY	9100 086 3146 7 FD#12 01/23-02/21/2	03032025	03/18/25	1,663.65	
206-000.000-920.000	02/24/25	DTE ENERGY	9100 086 3133 5 FD #11 01/24-02/24/	03032025	03/20/25	1,374.31	
206-000.000-920.100	02/21/25	DTE ENERGY	9100 167 2020 3 7701 HAMBURG RD 01/	02272025	03/18/25	22.87	
206-000.000-920.100	02/24/25	DTE ENERGY	9200 279 0879 6 6730 STRAWBERRY LK	03032025	03/18/25	21.65	
206-000.000-920.100	02/24/25	DTE ENERGY	9200 279 0880 4 8661 PETTYSVILLEV01	03032025	03/18/25	21.65	
206-000.000-920.100	02/24/25	DTE ENERGY	9200 279 0883 8 2789 M36 01/24-02/2	03032025	03/18/25	21.65	
206-000.000-920.100	02/24/25	DTE ENERGY	9200 190 0960 3 7602 CHILSON 01/24-	03032025	03/18/25	21.45	
206-000.000-920.100	02/24/25	DTE ENERGY	9100 114 5063 2 4752 STRAWBERRY 01/	03032025	03/18/25	21.45	
206-000.000-920.100	02/24/25	DTE ENERGY	9200 279 0878 8 9470 CHILSON 01/24-	03032025	03/19/25	21.65	
206-000.000-920.100	02/24/25	DTE ENERGY	9100 086 3118 6 10991 HAMBURG 01/24-	03032025	03/20/25	42.23	
206-000.000-930.003	03/05/25	FRONTIER SERVICE PARTNERS INC	FD - ST 11 HVAC REPAIR, UV LIGHT #1	150479801	03/18/25	245.00	
206-000.000-930.003	03/05/25	FRONTIER SERVICE PARTNERS INC	FD - ST 11 HVAC REPAIR #150481695	150481695	03/18/25	4,925.00	
206-000.000-930.003	03/05/25	FRONTIER SERVICE PARTNERS INC	FD - HVAC REPAIR ST 11, ROOFTOP #15	150497341	03/18/25	285.00	
206-000.000-930.003	03/11/25	FRONTIER SERVICE PARTNERS INC	FD - ST 12 HVAC MAINTENANCE #154823	154823165	03/18/25	1,070.00	
206-000.000-930.003	03/10/25	MYERS GROUP ENTERPRISES LLC	TWP FURNISH AND DELIVER 20 YD BULK	2505	03/18/25	973.33	
206-000.000-930.003	03/05/25	SMART BUSINESS SOURCE, LLC	FD - CHAIRS #OE-91655-1	OE-91655-1	03/18/25	3,390.00	
206-000.000-931.000	03/05/25	CUMMINS SALES AND SERVICE	FD - VEH MAINTENANCE #S6-250338638	S6-250338638	03/18/25	385.69	
206-000.000-931.000	02/28/25	MACQUEEN EMERGENCY GROUP	FD - EQUIPMENT TESTING/INSPECT/MAIN	P05034	03/18/25	1,535.00	
206-000.000-955.000	03/06/25	FLAGSTAR BANK, FSB	02.05.2025-03.05.2025	03052025	03/19/25	42.00	
206-000.000-958.000	03/06/25	FLAGSTAR BANK, FSB	02.05.2025-03.05.2025	03052025	03/19/25	1,002.19	
Total For Dept 000.000						22,720.46	
Total For Fund 206 Fire Fund						22,720.46	
Fund 207 Police Fund							
Dept 000.000							
207-000.000-716.000	03/11/25	ALERUS RETIREMENT SOLUTIONS	401A	03132025	03/13/25	3,073.64	
207-000.000-752.000	03/09/25	IMAGE BUSINESS SOLUTIONS, INC	PD 02/09/25-03/08/25	276079	03/18/25	115.53	
207-000.000-759.000	02/28/25	WEX FLEET UNIVERSAL	PD FUEL CHARGES FOR PATROL CARS FEB	103209849	03/18/25	4,070.48	
207-000.000-768.000	02/24/25	HURON VALLEY GUNS, LLC	PD UNIFORM PANTS AND BELT-DEBOTTIS	228921	03/18/25	287.18	
207-000.000-801.000	02/28/25	CRH OHIO LTD	PD WATER FILTER EQUIPMENT 03/01-03/	958004	03/18/25	70.00	
207-000.000-801.000	03/12/25	JAYS ASSURED PEST CONTROL LLC	MONTHLY SERVICE MARCH	7015	03/18/25	85.00	
207-000.000-801.000	03/01/25	TRANSUNION RISK AND ALTERNATIV	PD MONTHLY USAGE CHARGES FEB 2025	378853-202502-1	03/18/25	75.00	
207-000.000-801.000	03/03/25	WM CORPORATE SERVICES, INC.	02/01/2025-02/28/2025	0121722-1389-9	03/18/25	123.14	
207-000.000-916.000	03/09/25	DANIEL BROMLEY	PD REIMBURSE MEALS	03092025	03/18/25	52.38	
207-000.000-916.000	03/12/25	STEPHEN LOCKE	REIMBURSE MEALS/PARKING	03102025	03/18/25	52.51	
207-000.000-916.000	02/07/25	AMWAY GRAND PLAZA HOTEL	PD LODGING FOR NISENBAUM & DUHAIME	912935 A	03/19/25	754.50	
207-000.000-916.000	03/06/25	FLAGSTAR BANK, FSB	02.05.2025-03.05.2025	03052025	03/19/25	138.41	
207-000.000-920.000	02/24/25	DTE ENERGY	9100 160 2711 2 PD 01/24-02/24/2025	03032025	03/20/25	1,518.96	
207-000.000-930.002	03/01/25	HIGHLAND TREATMENT INC	MARCH 2025 TESTING	152449	03/18/25	60.00	
207-000.000-930.002	03/10/25	MYERS GROUP ENTERPRISES LLC	TWP FURNISH AND DELIVER 20 YD BULK	2505	03/18/25	486.67	
207-000.000-932.000	02/26/25	GENESIS CDJR OF PINCKNEY LLC	PD 2023 DODGE CHARGER 40563, TIRE R	503369	03/18/25	83.60	
207-000.000-932.000	02/26/25	GENESIS CDJR OF PINCKNEY LLC	PD 2023 DODGE CHARGER 80273 OIL CH	503402	03/18/25	62.75	
207-000.000-932.000	02/19/25	GENESIS CDJR OF PINCKNEY LLC	PD 2023 CHARGER 80272 OIL CHG & TI	503389	03/18/25	139.70	
207-000.000-932.000	02/12/25	WONDERLAND MARINE WEST, INC.	PD BOAT REPAIRS BOSTON WHALER	W0006020	03/18/25	1,018.26	
207-000.000-932.000	02/19/25	WONDERLAND MARINE WEST, INC.	PD SHRINKWRAP BOSTON WHALER	W0006630	03/18/25	238.00	
207-000.000-955.000	03/06/25	FLAGSTAR BANK, FSB	02.05.2025-03.05.2025	03052025	03/19/25	36.75	
207-000.000-967.000	03/06/25	FLAGSTAR BANK, FSB	02.05.2025-03.05.2025	03052025	03/19/25	22.50	

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Fund 207 Police Fund							
Dept 000.000							
Total For Dept 000.000						12,564.96	
Total For Fund 207 Police Fund						12,564.96	
Fund 282 Mumford Park Lighting SAD							
Dept 000.000							
282-000.000-926.000	02/24/25	DTE ENERGY	9100 086 3102 0 11332 ALGONQUIN 01/	03032025	03/18/25	162.77	
Total For Dept 000.000						162.77	
Total For Fund 282 Mumford Park Lighting SAD						162.77	
Fund 590 SEWER FUND							
Dept 527.000 SEWER OPERATING							
590-527.000-716.000	03/11/25	ALERUS RETIREMENT SOLUTIONS	401A	03132025	03/13/25	2,734.15	
590-527.000-751.100	03/11/25	DUBOIS-COOPER & ASSOCIATES	DPW DEADFRONT PRORECT DISCONNECT	290817	03/18/25	6,368.00	
590-527.000-751.100	02/26/25	REDMOND ENVIRONMENTAL INC.	BREATHER CABLE/2000 TOP HOUSING KIT	11061	03/18/25	7,193.12	
590-527.000-751.100	02/13/25	STANDARD ELECTRIC COMPANY	DPW BUSS FUSE (20)	17029500-00	03/18/25	117.90	
590-527.000-752.000	03/05/25	GRAINGER	DPW TRIM SEAL ALUM	9428392246	03/18/25	400.60	
590-527.000-759.000	02/23/25	WEX BANK	01/24-02/23/2025	102982661	03/19/25	1,103.92	
590-527.000-853.000	02/22/25	VERIZON WIRELESS	DPW ON CALL PHONE	6106736389	03/18/25	50.67	
590-527.000-920.000	02/21/25	DTE ENERGY	9100 086 3063 4 8520 HAMBURG RD 01	03032025	03/18/25	672.95	
590-527.000-920.000	02/21/25	DTE ENERGY	9100 141 9399 9 6414 WINANS 01/23-0	03032025	03/18/25	257.15	
590-527.000-920.000	02/21/25	DTE ENERGY	9100 081 1657 6 10090 HAMBURG 01/23	03032025	03/18/25	787.05	
590-527.000-920.000	02/24/25	DTE ENERGY	9200 190 0961 1 9464 KRESS 01/24-02	03032025	03/20/25	854.23	
590-527.000-920.000	02/24/25	DTE ENERGY	9100 146 5433 9 5450 EDGELAKE 01/24	03032025	03/20/25	17.65	
590-527.000-920.000	02/26/25	DTE ENERGY	9100 114 4947 7 4498 CORDLEY LK 01/	03032025	03/22/25	33.08	
590-527.000-920.000	02/26/25	DTE ENERGY	9100 160 2723 7 4320 CORDLEY LK 01/	03032025	03/22/25	420.01	
590-527.000-920.000	03/03/25	DTE ENERGY	9200 189 1753 3 9251 REGENCY 01/31-	03102025	03/27/25	104.02	
590-527.000-921.000	02/27/25	CONSUMERS ENERGY	1030 4914 0678 10090 HAMBURG 01/30-	203144708238	03/27/25	19.58	
590-527.000-931.000	03/04/25	CUMMINS SALES AND SERVICE	DPW GEN REPAIR E110218044	S6-250338581	03/18/25	200.31	
590-527.000-934.200	03/05/25	C & E CONSTRUCTION CO., INC.	GRINDER PUMP REPLACEMENT 8303 HILLP	3038	03/18/25	5,703.29	
590-527.000-934.200	03/03/25	C & E CONSTRUCTION CO., INC.	GRINDER PUMP INSTALLATION 8311 HILL	3037	03/18/25	5,397.00	
590-527.000-955.000	03/03/25	LIVINGSTON COUNTY REGISTER OF	EASEMENT GRANT FORM AUSTIN/ROGERS/H	03032025	03/18/25	90.00	
590-527.000-955.000	03/10/25	LIVINGSTON COUNTY REGISTER OF	GRINDER PUMP EASEMENT GRANT-NOEGELI	03102025	03/18/25	60.00	
Total For Dept 527.000 SEWER OPERATING						32,584.68	
Dept 537.000							
590-537.000-752.000	02/03/25	CITY ELECTRIC SUPPLY CO	WWTP UI CLASS CC FAST ACTING FUSE	BRI/129877	03/18/25	197.90	
590-537.000-752.000	03/05/25	HD SUPPLY, INC.	WWTP POLY CONTAINER WITH DRILLED TO	INV00641552	03/18/25	205.26	
590-537.000-919.000	03/03/25	WM CORPORATE SERVICES, INC.	02/01/2025-02/28/2025	0121722-1389-9	03/18/25	89.22	
590-537.000-920.000	02/24/25	DTE ENERGY	9100 086 3078 2 6400 E M36 WWTP 01/	03032025	03/20/25	8,968.24	
590-537.000-934.100	02/26/25	KENNEDY INDUSTRIES, INC.	WWTP FLYGT , PUMP	645488	03/18/25	6,250.00	
590-537.000-952.000	02/27/25	MERIT LABORATORIES	HAMBURG	70665	03/18/25	1,148.00	
590-537.000-952.100	02/27/25	MERIT LABORATORIES	PORTAGE	70666	03/18/25	544.00	
Total For Dept 537.000						17,402.62	
Dept 539.000							
590-539.000-991.000	02/19/25	HUNTINGTON NATIONAL BANK	3584259801-HAMBURGTWP20	02192025	03/18/25	3,505.40	
590-539.000-992.000	02/19/25	HUNTINGTON NATIONAL BANK	3584259801-HAMBURGTWP20	02192025	03/18/25	116.86	
Total For Dept 539.000						3,622.26	
Total For Fund 590 SEWER FUND						53,609.56	

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Fund 854 2020-ROAD SAD FUND							
Dept 000.000							
854-000.000-991.000	02/19/25	HUNTINGTON NATIONAL BANK	3584259801-HAMBURGTWP20	02192025	03/18/25	336,494.60	
854-000.000-992.000	02/19/25	HUNTINGTON NATIONAL BANK	3584259801-HAMBURGTWP20	02192025	03/18/25	11,218.14	
Total For Dept 000.000						347,712.74	
Total For Fund 854 2020-ROAD SAD FUND						347,712.74	

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Fund Totals:							
			Fund 101 General Fund			47,146.85	
			Fund 206 Fire Fund			22,720.46	
			Fund 207 Police Fund			12,564.96	
			Fund 282 Mumford Park Lighting SAD			162.77	
			Fund 590 SEWER FUND			53,609.56	
			Fund 854 2020-ROAD SAD FUND			347,712.74	
Total For All Funds:							
						483,917.34	
--- TOTALS BY GL DISTRIBUTION ---							
101-000.000-073.003			RETIREMENT - LIBRARY			1,376.40	
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			15,382.24	
101-000.000-239.300			SENIOR CENTER ACTIVITY FUND			161.70	
101-000.000-239.700			SENIOR CENTER LUNCH PROGRAM			315.01	
101-000.000-239.800			LETS TRANSPORTATION FEE			2,070.00	
101-171.000-716.000			DEFINED CONTRIBUTION			477.71	
101-201.000-716.000			DEFINED CONTRIBUTION			1,087.81	
101-201.000-910.000			PROFESSIONAL DEVELOPMENT			200.00	
101-201.000-958.000			DUES/SUBSCRIP/RECERTIFICATION			135.00	
101-215.000-716.000			DEFINED CONTRIBUTION			843.87	
101-215.000-955.000			SUNDRY			1,208.91	
101-215.000-958.000			DUES/SUBSCRIP/RECERTIFICATION			(481.00)	
101-215.000-980.000			CAPITAL EQUIPMENT/CAPITAL IMP			5,000.00	
101-228.000-716.000			DEFINED CONTRIBUTION			550.40	
101-229.000-933.000			SOFTWARE MAINTENANCE			2,970.64	
101-253.000-716.000			DEFINED CONTRIBUTION			580.95	
101-253.000-910.000			PROFESSIONAL DEVELOPMENT			599.00	
101-257.000-955.000			SUNDRY			20.66	
101-262.000-716.000			DEFINED CONTRIBUTION			599.34	
101-265.000-716.000			DEFINED CONTRIBUTION			546.24	
101-265.000-752.000			SUPPLIES & SMALL EQUIPMENT			(17.90)	
101-265.000-759.000			VEHICLE FUEL			574.19	
101-265.000-801.000			CONTRACTUAL SERVICES			76.00	
101-265.000-919.000			TRASH DISPOSAL			35.76	
101-265.000-920.000			ELECTRIC			2,276.29	
101-265.000-930.000			MAINTENANCE TWP HALL			546.67	
101-265.000-930.008			MAINTENANCE LIBRARY			546.66	
101-265.000-932.000			VEHICLE MAINTENANCE			2,890.47	
101-275.000-752.000			SUPPLIES & SMALL EQUIPMENT			590.31	
101-275.000-759.000			VEHICLE FUEL			111.59	
101-275.000-853.000			PHONE/COMM/INTERNET			310.00	
101-275.000-955.000			SUNDRY			53.00	
101-275.000-980.000			OFFICE EQUIP & FURNITURE			654.36	
101-448.000-926.000			STREET LIGHTING			206.87	
101-702.000-716.000			DEFINED CONTRIBUTION			633.82	
101-702.000-910.000			PROFESSIONAL DEVELOPMENT			60.00	
101-751.000-716.000			DEFINED CONTRIBUTION			204.36	
101-751.000-910.000			PROFESSIONAL DEVELOPMENT			388.13	
101-751.000-919.000			TRASH DISPOSAL			129.28	
101-751.000-920.000			ELECTRIC			218.45	
101-820.000-716.000			DEFINED CONTRIBUTION			339.66	
101-820.000-801.000			CONTRACTUAL SERVICES			36.00	
101-820.000-804.000			SENIOR PROGRAMS			276.60	
101-820.000-919.000			TRASH DISPOSAL			64.08	
101-820.000-920.000			ELECTRIC			523.11	
101-820.000-930.001			MAINTENANCE COMM CENTER			486.67	

GL Number	Invoice Date	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
		206-000.000-716.000	DEFINED CONTRIBUTION			3,301.79	
		206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT			165.98	
		206-000.000-759.000	VEHICLE FUEL			1,803.05	
		206-000.000-801.000	CONTRACTUAL SERVICES			208.75	
		206-000.000-919.000	TRASH DISPOSAL			155.12	
		206-000.000-920.000	ELECTRIC			3,037.96	
		206-000.000-920.100	SIREN ELECTRIC USAGE			194.60	
		206-000.000-930.003	MAINTENANCE FIRE HALL			10,888.33	
		206-000.000-931.000	EQUIPMENT MAINT/REPAIR			1,920.69	
		206-000.000-955.000	SUNDRY			42.00	
		206-000.000-958.000	DUES/SUBSCRIP/RECERTIFICATION			1,002.19	
		207-000.000-716.000	DEFINED CONTRIBUTION			3,073.64	
		207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT			115.53	
		207-000.000-759.000	VEHICLE FUEL			4,070.48	
		207-000.000-768.000	UNIFORMS/ACCESSORIES			287.18	
		207-000.000-801.000	CONTRACTUAL SERVICES			353.14	
		207-000.000-916.000	TRAINING			997.80	
		207-000.000-920.000	ELECTRIC			1,518.96	
		207-000.000-930.002	MAINTENANCE POLICE BUILDING			546.67	
		207-000.000-932.000	VEHICLE MAINTENANCE			1,542.31	
		207-000.000-955.000	SUNDRY			36.75	
		207-000.000-967.000	SPECIAL PROJECTS			22.50	
		282-000.000-926.000	STREET LIGHTING			162.77	
		590-527.000-716.000	DEFINED CONTRIBUTION			2,734.15	
		590-527.000-751.100	GRINDER PUMP PARTS			13,679.02	
		590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT			400.60	
		590-527.000-759.000	VEHICLE FUEL			1,103.92	
		590-527.000-853.000	PHONE/COMM/INTERNET			50.67	
		590-527.000-920.000	ELECTRIC			3,146.14	
		590-527.000-921.000	NATURAL GAS/HEAT			19.58	
		590-527.000-931.000	EQUIPMENT MAINT/REPAIR			200.31	
		590-527.000-934.200	GRINDER PUMP REPLACEMENT			11,100.29	
		590-527.000-955.000	SUNDRY			150.00	
		590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT			403.16	
		590-537.000-919.000	TRASH DISPOSAL			89.22	
		590-537.000-920.000	ELECTRIC			8,968.24	
		590-537.000-934.100	PUMP & MAIN REPAIR/MAINTENANCE			6,250.00	
		590-537.000-952.000	LAB ANALYSIS - WWTP			1,148.00	
		590-537.000-952.100	LAB ANALYSIS FEES - PORTAGE			544.00	
		590-539.000-991.000	DEBT SERVICE - PRINCIPAL			3,505.40	
		590-539.000-992.000	INTEREST EXPENSE			116.86	
		854-000.000-991.000	DEBT SERVICE - PRINCIPAL			336,494.60	
		854-000.000-992.000	INTEREST EXPENSE			11,218.14	

03/04/2025 01:36 PM

User: MarcyM

DB: Hamburg

## INVOICE APPROVAL BY INVOICE REPORT FOR HAMBURG TOWNSHIP OFFICES

EXP CHECK RUN DATES 03/05/2025 - 03/05/2025

3/4/25

Page: 1/12

Item 6.

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		

ADVANCED02	ADVANCED WATER TREATMENT, INC.	02/27/2025	52181069	GEN	TWP BOTTLED WATER (5)	
80181	PO BOX 339	03/05/2025		N		29.95
02/26/2025	HAMBURG MI, 48139	/ /	0.0000	N		0.00
		03/05/2025		N		29.95

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	29.95

ADVANCED02	ADVANCED WATER TREATMENT, INC.	03/03/2025	52181453	GEN	PD WATER BOTTLE (4) EXCHANGE FOR CON	
80189	PO BOX 339	03/05/2025		N		23.96
02/26/2025	HAMBURG MI, 48139	/ /	0.0000	N		0.00
		03/05/2025		N		23.96

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-801.000		0.00	23.96
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	23.96	0.00
		23.96	23.96

VENDOR TOTAL: 53.91

ALPHAPSYCH	ALPHA PSYCHOLOGICAL SERVICES, P.C.	02/27/2025	02272025	GEN	FD - PSYCH ASSESSMENT, WARD	
80182	41820 SIX MILE RD., #104	03/05/2025	20250217	N		375.00
02/21/2025	NORTHVILLE MI, 48168	/ /	0.0000	N		0.00
		03/05/2025		N		375.00

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-843.100	PSYCH ASSESSMENT - WARD	375.00	375.00

VENDOR TOTAL: 375.00

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
		Due Date		1099		
AMAZONCO01	AMAZON CAPITAL SERVICES	03/04/2025	1JMR-YWKG-3JLP	GEN	FEB 2025	
80211	P.O BOX 035184	03/05/2025		N		3,456.82
03/01/2025	SEATTLE WA, 98124-5184	/ /	0.0000	N		0.00
		03/05/2025		N		3,456.82

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-239.000	SENIOR CENTER DONATIONS	356.56
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	713.95
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	536.49
101-820.000-804.000	SENIOR PROGRAMS	35.07
101-000.000-239.000	SENIOR CENTER DONATIONS	(14.98)
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	1,376.88
207-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	418.85
207-000.000-932.000	VEHICLE MAINTENANCE	34.00
		3,456.82

VENDOR TOTAL: 3,456.82

ATTMOBILIT	AT&T MOBILITY	03/03/2025	287348028837X021	GEN	PD NEGOTIATOR TEAM BRIC BALL SIM CAR	
80200	P.O. BOX 6463	03/05/2025	20250222	N		131.37
02/11/2025	CAROL STREAM IL, 60197-6463	/ /	0.0000	N		0.00
		03/05/2025		N		131.37

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
207-000.000-853.000	HAMBURG BRINC BALL	86.04	86.04
207-000.000-853.000	LAPTOP UNLIMITED PLAN	45.33	45.33
		131.37	131.37

VENDOR TOTAL: 131.37

C&ECONTR01	C & E CONSTRUCTION CO., INC.	02/27/2025	3036	GEN	GRINDER PUMP INSTALL 9950 LIME BAY D	
80178	P.O. BOX 1359	03/05/2025		N		8,857.29
02/26/2025	HIGHLAND MI, 48357	/ /	0.0000	N		0.00
		03/05/2025		N		8,857.29

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-000.000-198.079	VACANT - LIME BAY DR	8,857.29

VENDOR TOTAL: 8,857.29

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		

CHARTERC01	CHARTER COMMUNICATIONS	02/27/2025	0103913022225	GEN	SEN CTR 02/22-03/21/2025	
80179	PO BOX 94188	03/05/2025		N		203.63
02/22/2025	PALATINE IL, 60094-4188	/ /	0.0000	N		0.00
		03/05/2025		N		203.63

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-820.000-853.000	PHONE/COMM/INTERNET	203.63

VENDOR TOTAL: 203.63

GRANITBR01	COLDSPRING	03/03/2025	RI 2327962	GEN	CEMETERY HAND SET MISC STRIP	
80197	P.O. BOX 71037	03/05/2025		N		165.00
01/23/2025	CHICAGO IL, 60694-1037	/ /	0.0000	N		0.00
		03/05/2025		Y		165.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-567.000-955.000	SUNDRY	165.00

GRANITBR01	COLDSPRING	03/03/2025	RI 2331845	GEN	P&R ACCOLADE 2 SINGLE LINE BORDER	
80195	P.O. BOX 71037	03/05/2025		N		165.00
02/03/2025	CHICAGO IL, 60694-1037	/ /	0.0000	N		0.00
		03/05/2025		Y		165.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-239.100	BENCHES DONATION PROGRAM	165.00

GRANITBR01	COLDSPRING	03/03/2025	RI 2337870	GEN	CEMETERY NICHE PLAQUE CAMPBELL	
80196	P.O. BOX 71037	03/05/2025		N		355.00
02/13/2025	CHICAGO IL, 60694-1037	/ /	0.0000	N		0.00
		03/05/2025		Y		355.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-567.000-955.000	SUNDRY	355.00

VENDOR TOTAL: 68

61

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		

CONSUMER01	CONSUMERS ENERGY	02/17/2025	202076805817	GEN	/1030 4914 0694 SEN CTR 01/11-02	
80063	PO BOX 740309	03/05/2025		N		525.52
	PAYMENT CENTER					
02/07/2025	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		03/05/2025		N		525.52

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-820.000-921.000	NATURAL GAS/HEAT	525.52

CONSUMER01	CONSUMERS ENERGY	02/17/2025	202076805818	GEN	1030 4914 1122 SHOP 01/11-02/07/25	
80068	PO BOX 740309	03/05/2025		N		98.86
	PAYMENT CENTER					
02/07/2025	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		03/05/2025		N		98.86

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-921.000	NATURAL GAS/HEAT	98.86

CONSUMER01	CONSUMERS ENERGY	02/17/2025	202076805819	GEN	1030 4914 1148 REGENCY 01/11-02/07/2	
80070	PO BOX 740309	03/05/2025		N		20.39
	PAYMENT CENTER					
02/07/2025	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		03/05/2025		N		20.39

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-921.000	NATURAL GAS/HEAT	20.39

CONSUMER01	CONSUMERS ENERGY	02/17/2025	202076805820	GEN	1030 4914 1155 10675 MERRILL 01/11-0	
80071	PO BOX 740309	03/05/2025		N		497.51
	PAYMENT CENTER					
02/07/2025	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		03/05/2025		N		497.51

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265.000-921.000	NATURAL GAS/HEAT	497.51

CONSUMER01	CONSUMERS ENERGY	02/17/2025	202076805821	GEN	1030 4914 1213 DPW 01/11-02/07/25	
80065	PO BOX 740309	03/05/2025		N		399.03
	PAYMENT CENTER					
02/07/2025	CINCINNATI OH, 45274-0309	/ /	0.0000	N		

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		

Open		03/05/2025		N		399.03
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GL NUMBER		DESCRIPTION	AMOUNT	
590-527.000-921.000		NATURAL GAS/HEAT	399.03	
CONSUMER01	CONSUMERS ENERGY	02/17/2025	202076805822	GEN 1030 4914 2971 PD 01/11-02/07/25
80062	PO BOX 740309	03/05/2025		N 848.12
	PAYMENT CENTER			
02/07/2025	CINCINNATI OH, 45274-0309	/ /	0.0000	N 0.00
		03/05/2025		N 848.12

Open						
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GL NUMBER		DESCRIPTION		AMOUNT	
207-000.000-921.000		NATURAL GAS/HEAT		848.12	
CONSUMER01	CONSUMERS ENERGY	02/17/2025	202076805823	GEN	1030 4914 3862 TWP 01/11-02/07/25
80067	PO BOX 740309	03/05/2025		N	1,067.47
	PAYMENT CENTER				
02/07/2025	CINCINNATI OH, 45274-0309	/ /	0.0000	N	0.00
		03/05/2025		N	1,067.47

Open						
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GL NUMBER		DESCRIPTION		AMOUNT	
101-265.000-921.000		NATURAL GAS/HEAT		1,067.47	
CONSUMER01	CONSUMERS ENERGY	02/17/2025	202076805824	GEN	1030 4914 5248 RUSTIC DR 01/11-02/07
80069	PO BOX 740309	03/05/2025		N	31.60
	PAYMENT CENTER				
02/07/2025	CINCINNATI OH, 45274-0309	/ /	0.0000	N	0.00
		03/05/2025		N	31.60

Open						
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GL NUMBER		DESCRIPTION		AMOUNT	
590-527.000-921.000		NATURAL GAS/HEAT		31.60	
CONSUMER01	CONSUMERS ENERGY	02/17/2025	202076805825	GEN	1030 4914 7939 WWTP 01/11-02/07/25
80066	PO BOX 740309	03/05/2025		N	7,570.82
	PAYMENT CENTER				
02/07/2025	CINCINNATI OH, 45274-0309	/ /	0.0000	N	0.00
		03/05/2025		N	7,570.82

Open						
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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		

590-537.000-921.000	NATURAL GAS/HEAT				7,570.82	
CONSUMER01	CONSUMERS ENERGY	02/17/2025	205725320511	GEN	1000 3979 7285 FD#12	01/10-02/06/20
80061	PO BOX 740309	03/05/2025		N		1,916.81
	PAYMENT CENTER					
02/06/2025	CINCINNATI OH, 45274-0309	/ /	0.0000	N		0.00
		03/05/2025		N		1,916.81

Open

GL NUMBER		DESCRIPTION		AMOUNT			
206-000.000-921.000		NATURAL GAS/HEAT		1,916.81			
CONSUMER01	CONSUMERS ENERGY	02/17/2025	206881679788	GEN	1030	4914	5271 01/10-02/07/2025
80058	PO BOX 740309	03/05/2025		N			22.01
	PAYMENT CENTER						
02/07/2025	CINCINNATI OH, 45274-0309	/ /	0.0000	N			0.00
		03/05/2025		N			22.01

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-921.000	NATURAL GAS/HEAT	22.01
VENDOR TOTAL:		<div></div> 12,998.14

GIRARDDAVI	DAVID GIRARD	03/03/2025	02242025	GEN	FD REIMBURSE BOOTS	
80188	7953 HOWARD ST.	03/05/2025		N		92.81
03/03/2025	WHITMORE LAKE MI, 48189	/ /	0.0000	N		0.00
		03/05/2025		N		92.81

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-768.000	UNIFORMS/ACCESSORIES	92.81
VENDOR TOTAL:		<div></div> 92.81

DETROITHIS	DETROIT HISTORY TOURS	03/04/2025	230156	GEN	SEN CTR GROUP TOUT OF MICHIGAN CENTR	
80212	3103 COMMOR	03/05/2025		N		450.00
03/02/2025	HAMTRAMCK MI, 48212	/ /	0.0000	N		0.00
		03/05/2025		Y		450.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-820.000-804.000	SENIOR PROGRAMS	450.00

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
		Due Date		1099		

VENDOR TOTAL:

450.00

DTEENRGY01	DTE ENERGY	02/25/2025	02242025	GEN	9200 279 0885 3 2952 SHEHAN SIREN 01	
80145	PO BOX 740786	03/05/2025		N		21.57
02/20/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		03/05/2025		N		21.57

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	21.57

DTEENRGY01	DTE ENERGY	02/25/2025	02242025	GEN	9200 279 0884 6 7201 WINANS SIREN 01	
80146	PO BOX 740786	03/05/2025		N		21.57
02/20/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		03/05/2025		N		21.57

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-920.100	SIREN ELECTRIC USAGE	21.57

VENDOR TOTAL:

43.14

DETROITE02	DTE ENERGY - STREET LIGHTS	02/11/2025	02062025	GEN	9100 4056 2340 STREET LIGHTS01/01-01	
80017	PO BOX 740786	03/05/2025		N		1,672.58
01/31/2025	CINCINNATI OH, 45274-0786	/ /	0.0000	N		0.00
		03/05/2025		N		1,672.58

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-448.000-926.000	STREET LIGHTING	1,672.58

VENDOR TOTAL:

1,672.58

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		
HAMBURGHAR	HAMBURG HARDWARE	03/03/2025	02282025	GEN	FEB 2025 PURCHASES	
80198	6458 M-36	03/05/2025		N		1,262.19
02/28/2025	WHITMORE LAKE MI, 48189	/ /	0.0000	N		0.00
		03/05/2025		N		1,262.19

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	494.73
101-265.000-752.000	SUPPLIES & SMALL EQUIPMENT	111.89
590-537.000-752.000	SUPPLIES & SMALL EQUIPMENT	160.97
101-567.000-752.000	SUPPLIES & SMALL EQUIPMENT	245.46
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	234.16
101-275.000-752.000	SUPPLIES & SMALL EQUIPMENT	14.98
		1,262.19

VENDOR TOTAL: 1,262.19

HAMBURGT01	HAMBURG TOWNSHIP LIBRARY	03/03/2025	3304	GEN	LOCAL COMMUNITY STABILIZATION SHARE	
80192	10411 MERRILL RD	03/05/2025		N		3,237.33
	P.O. BOX 247					
02/28/2025	HAMBURG MI, 48139	/ /	0.0000	N		0.00
		03/05/2025		N		3,237.33

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-101.000-955.000	SUNDRY	3,237.33

VENDOR TOTAL: 3,237.33

LAKELAND01	LAKELAND ACE HARDWARE, INC.	03/03/2025	12637	GEN	DPW MAHOGANY FLOAT	
80206	PO BOX 1000	03/05/2025		N		8.99
02/28/2025	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		03/05/2025		N		8.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-527.000-752.000	SUPPLIES & SMALL EQUIPMENT	8.99

VENDOR TOTAL: 8.99

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		

LIVINGST09	LIVINGSTON COUNTY ROAD COMMISSION	02/27/2025	3946	GEN	PHASE II IMPLEMENTATION LCDC ALLOCAT	381.46
80184		03/05/2025		N		
	3535 GRAND OAKS DRIVE					
02/25/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		03/05/2025		N		381.46

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-703.000-967.000	SPECIAL PROJECTS	381.46

LIVINGST09	LIVINGSTON COUNTY ROAD COMMISSION	02/27/2025	3954	GEN	PHASE II IMPLEMENTATION LCDC ALLOCAT	678.25
80185		03/05/2025		N		
	3535 GRAND OAKS DRIVE					
02/25/2025	HOWELL MI, 48843	/ /	0.0000	N		0.00
		03/05/2025		N		678.25

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-703.000-967.000	SPECIAL PROJECTS	678.25

VENDOR TOTAL:	1,059.71
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LIVINGST02	LIVINGSTON COUNTY TREASURER	03/03/2025	03032025	GEN	DOG TAG DISTRIBUTION COLLECTED 02.01	199.50
80193	LIVINGSTON COUNTY COURT HOUSE	03/05/2025		N		
	200 E. GRAND RIVER					
03/03/2025	HOWELL MI, 48843-2398	/ /	0.0000	N		0.00
		03/05/2025		N		199.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-000.000-222.204	DUE TO COUNTY DOG LICENSE FEE	199.50

VENDOR TOTAL:	199.50
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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		
MACQUEENEM	MACQUEEN EMERGENCY GROUP	02/27/2025	P44582	GEN	FD = MSA ALTAIR VEH CHARGER #P44582	
80183	1125 7TH STREET EAST	03/05/2025	20250216	N		339.69
02/27/2025	ST PAUL MN, 55106	/ /	0.0000	N		0.00
		03/05/2025		Y		339.69

Open

GL NUMBER	DESCRIPTION	AMOUNT	AMT RELIEVED
206-000.000-752.000	MSA ALTAIR VEH CHARGER	315.00	315.00
206-000.000-752.000	SHIPPING & HANDLING	24.69	24.69
		339.69	339.69

VENDOR TOTAL: 339.69

RESRVEACCT	RESERVE ACCOUNT	03/03/2025	03032025	GEN	POSTAGE PREPAID-METER	
80207	PO BOX 981023	03/05/2025		N		5,000.00
03/03/2025	BOSTON MA, 02298-1023	/ /	0.0000	N		0.00
		03/05/2025		N		5,000.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-275.000-851.000	POSTAGE	5,000.00

VENDOR TOTAL: 5,000.00

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
		Due Date		1099		
STANDARD01	STANDARD & POORS FINANCIAL SERVICES	03/04/2025	11492400	GEN	ANALYTICAL SERVICES RENDERED SPEC AS	
80209	S&P GLOBAL RATINGS	03/05/2025		N		17,000.00
	2542 COLLECTION CENTER DRIVE					
03/03/2025	CHICAGO IL, 60693	/ /	0.0000	N		0.00
		03/05/2025		Y		17,000.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
855-000.000-993.000	AGENT FEES	1,545.45
856-000.000-993.000	AGENT FEES	1,545.45
858-000.000-993.000	AGENT FEES	1,545.45
860-000.000-993.000	AGENT FEES	1,545.45
863-000.000-993.000	AGENT FEES	1,545.45
864-000.000-993.000	AGENT FEES	1,545.46
865-000.000-993.000	AGENT FEES	1,545.46
866-000.000-993.000	AGENT FEES	1,545.46
867-000.000-993.000	AGENT FEES	1,545.45
868-000.000-993.000	AGENT FEES	1,545.46
869-000.000-993.000	AGENT FEES	1,545.46
		17,000.00

VENDOR TOTAL: 17,000.00

STAPLES102	STAPLES ADVANTAGE	03/03/2025	7004327006	GEN	FEB 2025	
80199	P.O. BOX 660409	03/05/2025		N		139.77
02/28/2025	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		03/05/2025		N		139.77

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000.000-752.000	SUPPLIES & SMALL EQUIPMENT	139.77

VENDOR TOTAL: 139.77

WHITEWOOD	WHITEWOOD TREE SERVICE INC	03/03/2025	INV0245	GEN	CEMETERY TREE SERVICE	
80194	9855 CARRUTHERS DR.	03/05/2025		N		700.00
02/21/2025	PINCKNEY MI, 48169	/ /	0.0000	N		0.00
		03/05/2025		N		700.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-567.000-930.000	MAINTENANCE	700.00

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
		Due Date		1099		
VENDOR TOTAL:						700.00
TOTAL - ALL VENDORS:						57,966.87

Got stuff to get rid of? Want to Volunteer? - Join us!

# Hamburg Township Clean-up Event

Hamburg Township invites its residents to RECYCLE, REDUCE and REUSE!

**Saturday, April 26, 2025**

**9 a.m. to 3 p.m.**


**(Shredding on May 3, 2025—Pettysville Trailhead)**

**9 a.m. to Noon**

Staging location: **Manly Bennett Park West (Disc Golf Entrance)**

**Across from: 10405 Merrill Road, Whitmore Lake, MI 48189**

 **PADNOS Recycling:** Accepting scrap metal/appliances without freon – **No plastic/glass, No sealed tanks (propane, gas, sealed barrels), No lead acid batteries, TVs or Monitors.**

 **Monroe's Rubbish:** **No construction materials, hazardous or household waste allowed. No liquids or paints.** We will be taking tires, but must be limited to 4 per household.

 **Compost bin** will be available for small branches, yard waste and leaves bagged in paper.

 **NOTE!!! Paper Shredding will be held on May 3, 2025 at the Pettysville Trailhead!!!**

Electr  **Cycle:** On-site Shredding from 9 to Noon ONLY

Location: Pettysville Trailhead - Drive thru service provided

*\*See attached vendor flyer for shredding service details*

Brochures for Livingston County Hazardous Waste will be available outlining their collection dates for hazardous waste and electronics.

**Park/Sports Fields/Trail Clean-up also!  
Volunteers Needed! Sign up today!**



**Hamburg Township  
Parks & Recreation**



Follow us on Facebook, look for Hamburg Parks and Recreation!

Twitter @hamburg\_parks for Schedule updates!

Organized by: Hamburg Township Parks & Recreation

For more information: clerk@hamburg.mi.us or (810)222-



# ELECTROCYCLE

COMPUTER RECYCLING AND DOCUMENT DESTRUCTION

## SHREDDING EVENTS:

Documents should be in boxes or paper bags in the trunk of your vehicle for easier access.  
All boxes are returned after we dump documents in the container for shredding.

### Accepted:

- Documents in Binders, file folders, and hanging files. Paperclips, binder clips, and staples can stay intact and go through the shredder.
- Accordion style file folders
- Manila Folders/Envelopes
- Thin cardboard envelopes
- Checkbooks
- Spiral-bound notebooks
- Paperback books

### Not Accepted:

- Wet, damp, or dried moldy paper
- CDs/DVDs
- Bullets
- Lighters
- Glass
- Any flammable items
- Steel
- Plastic
- Hardcoverd books

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**TO:** Hamburg Township Board of Trustees

**FROM:** Deby Henneman, Township Coordinator

**DATE:** February 20, 2025

**AGENDA ITEM TOPIC:** Livingston Christian Schools – 2025 Seasonal Use of Soccer Fields – Primary H6

Number of Supporting Documents: **1 – Park Use Packet**

---

**Requested Action**

**Recommend approval of the Park Use Application for Livingston Christian Schools, as outlined in application dated 1/14/25, for 2025 soccer season activities, with fields to be scheduled through the Parks Department, subject to Blackout Dates and construction schedule, contingent on the following:**

- **Certificate of Insurance reflecting Hamburg Township as Additional Insured be received**
- **The Clerk Department is provided all requested documents to their satisfaction**
- **That applicant be charged the rate for field use as outlined in the Administrative Fee Schedule**

**Background**

This applicant has been playing on our fields since 2019, and works well with the other groups who actively use the fields. The dates of their games/practices have already been entered into the calendar, primarily on field H6.

They have been made aware of the upcoming construction, the closure of field H8, as well as all Blackout Dates which prohibit them from using the fields. They have been patient as we transitioned from volunteer-maintained fields to the Township taking a more active role, sometimes assisting with striping or making repairs to nets over the years.

We now hire Legacy to provide the initial striping with their GPS guided robot at the beginning of each season, and have a vendor maintain those stripes for us throughout the year based on our usage calendar. We also plan to make upgrades to the goals and nets which are in poor condition.

Park fee revenues in 2024 for this user were approximately \$1,287.00, at a \$35.00 rate per field, for a 2-hour timeframe.



Hamburg Township Manly Bennett Park  
Park Use Application

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

Item 8.

And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

Applicant Information:

Event Sponsor (or name if family or individual use): Livingston Christian Schools

Name of Event: LCS Soccer

Type of Event: Girls & Boys Soccer Practices/Games Park Use Category #: Select One

Applicant Name: Livingston Christian Schools

Date(s) of Event: Girls: March-May, Boys: Aug-Oct. 2025 Time(s) of Event: 4:00-6:00pm

Applicant Address: 7669 Brighton Rd. Suite or Apt #: \_\_\_\_\_

Applicant City: Brighton State: MI Zip: 48116

Contact Person (present during use): Jason Stiles

Contact's Affiliation with Applicant: Athletic Director

Contact's Phone: 517.861.6431 Contact's E-Mail: jstiles@livingstonchristianschools.org

Event Co-applicant, if any: \_\_\_\_\_

*All Co-applicants must also sign all applications and waivers.*

Co-applicant relationship to Applicant: \_\_\_\_\_

Co-applicant's phone: \_\_\_\_\_

Insurance Information:

Insurance Carrier: Certificate on File with Township To be submitted

*Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.*

Policy #: \_\_\_\_\_ Expiration Date: 6/1/24

Limit of General Liability: \_\_\_\_\_ Occurrence \_\_\_\_\_ Aggregate \_\_\_\_\_

Umbrella Coverage Limit (if any): \_\_\_\_\_ Occurrence \_\_\_\_\_ Aggregate \_\_\_\_\_

**Event Description:** *(any information that doesn't pertain to your event please indicate not applicable)*Please describe the event you propose to host: Girls & Boys Soccer Practices/GamesTotal Number of participants/spectators/guests anticipated during event: 20-100Average of participants/spectators/guests anticipated at any given time: 20-100

Site of Proposed Event; include all areas of the parklands that will be used: \_\_\_\_\_

*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*Will there be camping and trailer facilities? If so, are overnight stays anticipated: NoNumber of Volunteers: 2 Are Volunteers trained?: Yes*Please attach copy of Volunteer Handbook if applicable*Will tents be used?: Sports Team Tent If so, please indicate locations: \_\_\_\_\_*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*Will admission be charged? If so, how much: NoParking fee charged? If so, how much: No Valet service available? \_\_\_\_\_Will Food/Beverages be served? If so, types of food and name of persons serving: No*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*Will there be Fireworks or any other pyrotechnic display? If so, describe: No*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*Will there be any animals present? If so, describe: No*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*Will there be Amusement rides or games? If so, describe: No*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be a need for vehicles to be used on Township grounds? If so, describe: No

*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: No

*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*

Specific services required from the Township, if any: N/A

Other information regarding your event that you feel may be helpful: \_\_\_\_\_

### Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☒ Regular Season (Games/Practices) ☐ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

### Release of Liability & Indemnification Agreement

*The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.*

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: JB

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: JB

Applicant's Signature: [Signature] Date: 1/14/25  
 Co-applicant's Signature: [Signature] Date: 1/14/25  
 Parks Coordinator: [Signature] Date: 2/20/25

**For office use only**

Comments: \_\_\_\_\_

Meeting Approval Dates: 2/25/25 Parks & Recreation [Signature] Public Safety 3/4/25 Township Board Consent

Application has been (Circle one) ☒ Approved ☐ Denied

Hamburg Township Representative: \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (M)  
11/1 Item 8.

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

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

<b>PRODUCER</b> Trust Shield Insurance Group 452 N. Grand PO Box 699 Schoolcraft MI 49087	<b>CONTACT NAME:</b> Wendy Alley <b>PHONE (A/C, No, Ext):</b> (269) 649-1914 <b>E-MAIL ADDRESS:</b> walley@trustshieldins.com <b>FAX (A/C, No):</b> (269) 649-1942
<b>INSURED</b> Livingston Christian Schools 7669 Brighton Road Brighton MI 48116	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Citizens Insurance Co of Ameri <b>INSURER B:</b> Hartford Fire Insurance Co <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>

**COVERAGES****CERTIFICATE NUMBER:** 23/24**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		ZDI576706914	06/01/2023	06/01/2024	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000						
	MED EXP (Any one person) \$ 15,000						
	PERSONAL & ADV INJURY \$ 1,000,000						
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
	BODILY INJURY (Per person) \$						
	BODILY INJURY (Per accident) \$						
	PROPERTY DAMAGE (Per accident) \$						
							\$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> <b>EXCESS LIAB</b> DED RETENTION \$			U7I576906214	06/01/2023	06/01/2024	EACH OCCURRENCE \$ 1,000,000
	AGGREGATE \$ 1,000,000						
							\$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input type="checkbox"/>	N / A	81WECBY9477	06/01/2023	06/01/2024	PER STATUTE OTH-ER
	E.L. EACH ACCIDENT \$ 500,000						
	E.L. DISEASE - EA EMPLOYEE \$ 500,000						
	E.L. DISEASE - POLICY LIMIT \$ 500,000						

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

RE: Use of Soccer Field @ Manley-Bennett Park

Hamburg Township is listed as additional insured as it pertains to General Liability and the use of the soccer field.

**CERTIFICATE HOLDER****CANCELLATION**

Hamburg Township 10405 Merrill Road PO Box 157 Hamburg MI 48139	<b>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</b> <b>AUTHORIZED REPRESENTATIVE</b> 
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**TO:** Hamburg Township Board of Trustees

**FROM:** Deby Henneman, Township Coordinator

**DATE:** February 20, 2025

**AGENDA ITEM TOPIC:** East MI Panthers – 2025 Seasonal Use of Soccer Fields – Primary H2

Number of Supporting Documents: **1 – Park Use Packet**

---

**Requested Action**

Recommend approval of the Park Use Application for East MI Panthers, as outlined in application dated 1/24/25, for 2025 soccer season activities, with fields to be scheduled through the Parks Department, subject to Blackout Dates and construction schedule, contingent on the following:

- Certificate of Insurance reflecting Hamburg Township as Additional Insured be received
- The Clerk Department is provided all requested documents to their satisfaction
- That applicant be charged the rate for field use as outlined in the Administrative Fee Schedule

**Background**

This applicant has been playing on our fields for years, and works well with the other groups who actively use the fields. The dates of their games/practices have already been entered into the calendar, primarily on field H2.

They have been made aware of the upcoming construction, the closure of field H8, as well as all Blackout Dates which prohibit them from using the fields. They have been patient as we transitioned from volunteer-maintained fields to the Township taking a more active role, sometimes assisting with striping or making repairs to nets over the years.

We now hire Legacy to provide the initial striping with their GPS guided robot at the beginning of each season, and have a vendor maintain those stripes for us throughout the year based on our usage calendar. We also plan to make upgrades to the goals and nets which are in poor condition.

Park fee revenues in 2024 for this user were approximately \$2,880.00, at a \$35.00 rate per field, for a 2-hour timeframe.



## Hamburg Township Manly Bennett Park

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

Item 9.

### Park Use Application

### And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

#### Applicant Information:

Event Sponsor (or name if family or individual use): East Michigan Panthers

Name of Event: Soccer games and practices

Type of Event: games and practices Park Use Category #: 2 - Qualified User

Applicant Name: Kathie Marshall

Date(s) of Event: multiple dates in March/April and May Time(s) of Event: ranging from 4-8 pm

Applicant Address: 5574 Richardson Rd. Suite or Apt #: \_\_\_\_\_

Applicant City: Howell State: MI Zip: 48843

Contact Person (present during use): Andrew Florczak

Contact's Affiliation with Applicant: He is a coach for Panthers

Contact's Phone: 734-272-9410 Contact's E-Mail: andrew.florczak@gmail.com

Event Co-applicant, if any: \_\_\_\_\_

All Co-applicants must also sign all applications and waivers.

Co-applicant relationship to Applicant: \_\_\_\_\_

Co-applicant's phone: \_\_\_\_\_

#### Insurance Information:

Insurance Carrier: K&K Insurance

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.

Policy #: 6BRPG0000007893500 Expiration Date: 5-31-2025

Limit of General Liability: 5,000,000 Occurrence 1,000,000 Aggregate \_\_\_\_\_

Umbrella Coverage Limit (if any): \_\_\_\_\_ Occurrence \_\_\_\_\_ Aggregate \_\_\_\_\_

**Event Description:** *(any information that doesn't pertain to your event please indicate not applicable)*Please describe the event you propose to host: soccer games and practicesTotal Number of participants/spectators/guests anticipated during event: practices: about 25 games: about 75Average of participants/spectators/guests anticipated at any given time: 40Site of Proposed Event; include all areas of the parklands that will be used: Bennett Park West soccer fields*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*Will there be camping and trailer facilities? If so, are overnight stays anticipated: n/aNumber of Volunteers: \_\_\_\_\_ Are Volunteers trained?: \_\_\_\_\_  
*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: \_\_\_\_\_ If so, please indicate locations: \_\_\_\_\_

*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*Will admission be charged? If so, how much: n/a

Parking fee charged? If so, how much: \_\_\_\_\_ Valet service available? \_\_\_\_\_

Will Food/Beverages be served? If so, types of food and name of persons serving: \_\_\_\_\_

*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*Will there be Fireworks or any other pyrotechnic display? If so, describe: n/a*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*Will there be any animals present? If so, describe: n/a*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*Will there be Amusement rides or games? If so, describe: n/a*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be a need for vehicles to be used on Township grounds? If so, describe: n/a

---

*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: n/a

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*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*

Specific services required from the Township, if any: Need striping for fields before games especially;  
need lawn mowed before games especially.

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Other information regarding your event that you feel may be helpful: n/a

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## Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☒ Regular Season (Games/Practices) ☐ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

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## Release of Liability & Indemnification Agreement

*The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.*

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: KM

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance<sup>3</sup> with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: KM

Applicant's Signature: See att Date: 1-24-24

Co- applicant's Signature: [Signature] Date: 2/20/25

Parks Coordinator: [Signature] Date: 2/20/25

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**For office use only**

Comments: \_\_\_\_\_

Meeting Approval Dates: 2/25/25 Parks & Recreation 3/4/25 Public Safety 3/4/25 Township Board

Application has been (Circle one) ☒ Approved ☐ Denied

Hamburg Township Representative: \_\_\_\_\_

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hardsburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hardsburg Township against any and all claims, demands, suits, or losses, including all reasonable attorneys' fees, and for any damages which may be asserted, claimed, or recovered against or from Hardsburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the setup, use and tear-down of the use and all activities related to the event and under no circumstances shall the use of the park be granted or added to any other group or organization without the express written permission of the Hardsburg Township Board of Trustees.

Any Applicant or group or entity co-sponsoring an event must provide a Certificate of Insurance naming Hardsburg Township as an additional insured and proof of this coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or each of any event must comply with all rules, regulations and policies of the Township pertaining to the use of the park and will be ultimately responsible for any and all damages to any Hardsburg Township property resulting from the use, and shall indemnify and hold the Township harmless to its previous condition.

**External Property Damage Claims:** The applicant hereby releases Hardsburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hardsburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any accident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hardsburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Indemnify: NO

**Public Health & Safety:** The applicant hereby covenants and agrees that they have complied with all imposed and future, of Background Checks and that they are in compliance with the Michigan Sports Concussions Law, Acts 242 & 243, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that violation of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hardsburg Township public facilities.

Indemnify: NO

Applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

1-24-25

Co-applicant's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parks Coordinator: \_\_\_\_\_

Date: \_\_\_\_\_

For office use only

Comments: \_\_\_\_\_

\_\_\_\_\_

Meeting Approved Date: \_\_\_\_\_

Public Safety

Township Board

Application Fee Paid (Cash or) \_\_\_\_\_

☐ Approved

☐ Rejected

Meeting Approved Date: \_\_\_\_\_



**Blackout (Bold)/Event activity dates for 2025**

Hi-lite reflects events on both sides of park - No other uses allowed on Blackout Dates

**East Park**

<b>April 26, 2025</b>	<b>Baseball Clean Up the Fields - TBD</b>
<b>May 10, 2025</b>	<b>PHBSA Opening Day Event – 500 Est Participants</b>
<b>May 17-18, 2025</b>	<b>Legacy Center Baseball Tourney Event</b>
<b>June 7-17, 2025</b>	<b>Hamburg Family Fun Fest (HERO) – Setup/Teardown</b>
<b>June 11-15, 2025</b>	<b>Hamburg Family Fun Fest (HERO) – Carnival Dates – 5,000 avg</b>
<b>June 19, 2025</b>	<b>Hamburg Library – Free Concert – 7PM-Dusk</b>
<b>June 21, 2025</b>	<b>PHBSA Season Close Event – 500 Est Participants</b>
<b>July 24, 2025</b>	<b>Hamburg Library – Free Concert – 7PM-Dusk</b>
<b>August 9, 2025</b>	<b>Private Event – Pavilion Area &amp; Playground – 150 Est Participants</b>
<b>August 21, 2025</b>	<b>Hamburg Library – Free Concert – 7PM-Dusk</b>
<b>August 22, 2025</b>	<b>PHS XC Meet Pinckney vs Brighton – 8AM-11AM – 100 Est Participants</b>
<b>September 23, 2025</b>	<b>SEC XC Jamboree (PHS) – 1,000 avg (WP/parking)</b>
<b>September 26 &amp; 27, 2025</b>	<b>XC Coaches Legends (PHS) – 1,500 Est Participants (WP/parking)</b>
<b>October 16, 2025</b>	<b>KLAA Cross Country Championships – 1,500 Est Participants (WP/Parking)</b>

**West Park**

<b>April 4-6, 2025</b>	<b>International Border Starts Tournament – 2,000 participants/Guests</b>
<b>April 26, 2025</b>	<b>Hamburg Community Clean Up Event – WP Parking lot closed (Date TBD)</b>
<b>May 3-4, 2025</b>	<b>Smartwater Tournament – 1,500 Total Participants/Guests</b>
<b>May 9-11, 2025</b>	<b>MI Jaguar FC Soccer Tournament – 1,600 Total Participants/Guests</b>
<b>June 7-17, 2025</b>	<b>Hamburg Family Fun Fest (HERO) – Setup/Teardown</b>
<b>June 14, 2025</b>	<b>Hamburg Family Fun Fest (HERO) – Disc Golf Tourney</b>
<b>June 13 &amp; 14, 2025</b>	<b>Hamburg Family Fun Fest (HERO) – Fireworks 5,000 avg</b>
<b>August 16 &amp; 17, 2025</b>	<b>PowerAde Tournament – 2,500 Total Participants/Guests</b>
<b>August 23, 2025</b>	<b>Jogging for Jakey 5K – 7AM-1PM - 75 Total Participants (See trail)</b>
<b>October 17 &amp; 18, 2025</b>	<b>Reds Haunted Invitational – Pending</b>

**Lakelands Trail**

<b>May 3, 2025</b>	<b>Community Clean-Up Paper Shredding – Pettysville TH – 9AM-Noon</b>
<b>June 7&amp;8, 2025</b>	<b>Huron 100 Endurance Run – 9am 6/7/25 to 5pm 6/8/25 – ends at Country El</b>
<b>June 7, 2025</b>	<b>Tour De Cure – expected time in Hamburg 10AM</b>
<b>August 23, 2025</b>	<b>Jogging for Jakey 5K – 7AM-1PM - 75 Total Participants (See WP)</b>

**Winkelhaus Park**

<b>Memorial Day Annually</b>	<b>Parade in Village of Hamburg</b>
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**Projects**

- West Park Grant Improvements – Trails around WP, Playground Area and H8 will be under construction
- Huron River Water Access Improvements – Possible temp closure of parts trail access from Merrill parking



# Hamburg Township Public Safety Department

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

EMAIL: [HATP@hamburg.mi.us](mailto:HATP@hamburg.mi.us)

RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY



Item 11.

**TO:** Hamburg Township Board  
**FROM:** Chief Richard Duffany  
**DATE:** March 12, 2025  
**RE:** Agenda Item Topic: **Conditional Offers of Employment – Fire**  
General Ledger #: N/A  
Number of Supporting Documents: N/A  
NEW/OLD BUSINESS: **XXX** New Business

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## **Requested Action**

- Motion to extend conditional offers of employment to Austin Green, Nolan Janeski, Blake Kasprzak, Craig Campbell, Randall Parras and Nicholas Hamel for the position of part-time Apprentice Firefighter/EMT pending successful completion of all pre-employment requirements (medical examination, drug testing and psychological evaluation).

## **Background**

The department has an ongoing hiring campaign for the position of part-time Apprentice Firefighter/EMT. The below listed 6 individuals have completed the department's interview and background process. As such, I am requesting conditional offers of employment pending successful completion of their pre-employment requirements (medical examination, drug testing and psychological evaluation).

### Candidates:

1. Austin Green of Pinckney. Has completed FF I & II and EMT-B. Currently working at Unadilla Township FD.
2. Nolan Janeski of Stockbridge. Has completed FF I & II. Currently working at Unadilla Township FD.
3. Blake Kasprzak of Howell. Has completed FF I & II. Currently attending EMT-B school.
4. Craig Campbell of Ypsilanti. Has completed FF I & II and EMT-B. Currently working at a private ambulance service.
5. Randall Parras of Ypsilanti. Currently attending FF I & FF II academy.
6. Nicholas Hamel of Hamburg Township. No FF or EMT training.



# Hamburg Township Public Safety Department

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EMAIL: [HATP@hamburg.mi.us](mailto:HATP@hamburg.mi.us)

*RICHARD DUFFANY, DIRECTOR OF PUBLIC SAFETY*



Item 11.

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## **Budget Impact**

There is no adverse impact to the FY 24/25 budget as these part-time positions are included in the approved budget.

Respectfully,

A handwritten signature in black ink, appearing to read "Richard Duffany".

Chief Richard Duffany  
Director of Public Safety

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**TO:** Hamburg Township Board of Trustees

**FROM:** Deby Henneman, Township Coordinator

**DATE:** March 13, 2025

**AGENDA ITEM TOPIC:** Partnering Groups List – Park Fees

Number of Supporting Documents: **1 –PDF of Current Fee Schedule**

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**Requested Action**

Grant Partnering status to the following groups/organizations effective immediately, as it relates to all Park Use Fees, as they are true community partners to Hamburg Parks & Recreation, and continue to provide support, resources, and in-kind donations as it relates to activities occurring in all owned or operated park facilities in Hamburg Township, such as:

- Manly Bennett Park
- Mike Levine Lakelands Trail
- Hamburg Township Trailheads: Village, Merrill, Pettysville
- Hamburg Township Senior/Community Center
- Winkelhaus Park

List of suggested Partner includes:

- Hamburg Flyers, RC
- Pinckney Hamburg Baseball Softball Association
- Pirate Youth Athletics (HYPFA)
- Pinckney Community Schools
- Hamburg Enhanced Recreation Organization (HERO)
- Legacy Center
- Hamburg Garden Club
- Friends of the Lakelands Trail

List of groups/organizations granted Administrative waiver of fees for use of Parklands:

- Hamburg Community Library
- Hamburg Senior Center
- Hamburg Township Municipality/Departments

Sec. 1-20. - Department of parks and recreation.

Prohibited activities: Alcoholic beverages, un-permitted fireworks, professional sporting events, pets during large events, or use of areas for dates and times listed as a "Blackout." All events/special uses must be proposed and permitted through a special approval process through the Hamburg Township Board. This process may require further permits and the submittal of specialty insurance naming Hamburg Township as Additional Insured.

Fee Type	Amount	Frequency	Comments
<i>Negotiated Contract</i>			
Parkland Sports— Partner Group (list of partners pre-approved by Board)	Seasonal Flat rate negotiated at time of application based on type of fields and maintenance required	Negotiated Contract will be on a per season basis and shall include maintenance specific to the requested area. Schedule	Spring use must be scheduled by 3/31 each year. After 4/1 calendar is open to the public. Fall season use schedule is due by 7/1.
<i>Sports—Hourly Rates</i>			
Parkland Sports—2- Hour Rate—Resident	\$35.00	2-hour block/per field	Use must be scheduled. No pro-rating.
<i>Event—Daily Rates</i>			
Park Fees—Low Hazard —Partner/Resident	\$375.00	Per day/per area	Less than 1,000 people
Event Use—Low Hazard —Non-Partner/Resident	\$750.00	Per day/per area	Less than 1,000 people
Event Use—Medium Hazard— Partner/Resident	\$750.00	Per day/per area	1,000—2,500 people See <u>Sec. 1-21</u> . Public Safety for required additional charges

Event Use—Medium Hazard—Non-Partner/Resident	\$1,500.00	Per day/per area	1,000—2,500 people See <u>Sec. 1-21</u> . <div>Item 12.</div> Safety for required additional charges
Event Use—High Hazard - Partner/Resident	\$1,250.00	Per day/per area	2,501—5,000 people See <u>Sec. 1-21</u> . Public Safety for required additional charges
Event Use—High Hazard—Non-Partner/Resident	\$2,500.00	Per day/per area	2,501—5,000 people See <u>Sec. 1-21</u> . Public Safety for required additional charges
Special Use—Event Proposal	Rate established by motion of the Township Board.	Flat Rate negotiated or waived by the Township Board which may be placed on the event calendar a BLACKOUT DATE	May warrant a special contract and insurance requirements based on exposure/hazard. Also may prohibit other users from using parklands.
<i>Other Fees</i>			
Merrill Field Disc Golf Course/Pickleball/Adult Workout/Volleyball	\$2.00	Per use	Suggested cash donation, welcome but not required
Restoration/Clean-up/Damage Bond—Winkelhaus Gazebo	\$250.00	Per use	Refunded after damage inspection
Restoration/Clean-up/Damage Bond—Manly Bennett Park	\$1,000.00	Per field/area	Refunded after damage inspection

Sec. 1-21. - Public safety (police/fire/park rangers during events).

Item 12.

Department	Fee	Frequency	Comments
Public Safety—Low Hazard	No extra charge	Per application/event	No charge Public Safety personnel will be charged for, but their presence is discretionary based on the type of use
Public Safety—Medium Hazard	\$800.00	Full day/2 safety personnel	Parks and recreation invoices for events held on Township grounds
Public Safety—Medium Hazard	\$400.00	Half day/2 safety personnel	Parks and recreation invoices for events held on Township grounds
Public Safety—High Hazard	\$1,600.00	Full day/4 safety personnel	Parks and recreation invoices for events held on Township grounds
Public Safety—High Hazard	\$800.00	Half day/4 safety personnel	Parks and recreation invoices for events held on Township grounds
Public Safety—Special Use Category	Actual salary costs of staff who aren't working a regularly scheduled shift	Use will be rounded for calculations to the nearest ½ hour increment	To be calculated by public safety director in consultation with Parks & Recreation staff and event organizers

**Note—** See public safety fee chart as referenced by parklands and community center fee schedule—App. 1.

Sec. 1-22. - Senior center (scheduled by senior center—membership required to participate).

Item 12.

Department	Fee	Frequency
Membership fee—55 and up	\$5.00	Annual
Membership newsletter (mailed physical copy only)	\$15.00	Annual
<i>Other fees</i>		
Euchre/pinochle games	\$1.00	Per table of 4
Bingo	\$2.50	Flat Rate to Play
Trips	Charges vary - Details provided at time of registration	Regularly scheduled, must register to participate
Lunch Program	\$5.00 per lunch	3 days a week, register to participate - walk-ins limited

Sec. 1-23. - Community center (scheduled by parks and recreation—residents only).

Department	Fee	Frequency	Comments
Monthly Meetings— Regular date and time booked for year for Non-profit/Homeowner Associations—Flat Rate	\$120.00	Non-refundable	Use must be scheduled, reschedules are allowed as available
Resident/Non-Profit Meetings—Hourly Room Rental Rate	\$10.00 flat first 3 hours, \$10.00 per hour thereafter (same day)	Invoiced through Parks, fees are non-refundable	Uses are scheduled with Parks and Recreation

Business Use—Hourly Room Rental Rate	\$25.00 flat first 3 hours, \$15.00 per hour thereafter (same day)	Invoiced through Parks, fees are non-refundable	Uses are scheduled with Parks and Recreation <div>Item 12.</div>
Event Use—Hourly Room Rental Rate	\$50.00 each hour for first 4 hours, then \$35.00 per hour thereafter (same day)	Invoiced through Parks —requires a \$250.00 refundable damage/key deposit	Use must be scheduled with Parks & Recreation, must be minimum of 4 hours
Key Replacement—Key Fob	\$100.00	When misplaced	May warrant Re-key charge
Re-key of facility	\$400.00	When misplaced	
Unsecured or Damaged Building/Contents charge	\$75.00	First incident	—
Unsecured or Damaged Building/Contents charge	\$150.00	Second incident	—
Unsecured or Damaged Building/Contents charge	—	Use is revoked	—

**Note—** See parklands and community center use fee schedule for details—App. 1.

(Res. of 07-02-2024(1), Att., 7-2-2024)

Sec. 1-24. - Fire department.

Fees for cost recovery are calculated and charged on a case-by-case basis as outlined in the International Fire Code Ordinance No. 76A and Public Safety Cost Recovery Ordinance No. 98.

Department	Fee	Frequency	Comments
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Tent Permit—Event vendors	\$50.00	Per application/event	Parks and recreation invoices for event <span>Item 12.</span> on Township grounds
Permit Fees—Hazardous Materials	\$100.00	0-1,000 lbs; 0-100 cu. ft; 0-330 gal.	Fire department invoices for charges
Permit Fees—Hazardous Materials	\$250.00	1,001-20,000 lbs; 101-6,000 cu. ft; 331-990 gal.	Fire department invoices for charges
Permit Fees—Hazardous Materials	\$500.00	20,000+ lbs.; 6,001+ cu. ft; 991+ gal.	Fire department invoices for charges
Permit Fees—Sprinkler systems	\$80.00	<u>1-20</u> heads	Fire department invoices for charges
Permit Fees—Sprinkler systems	\$90.00	21-50 heads	Fire department invoices for charges
Permit Fees—Sprinkler systems	\$100.00	51-100 heads	Fire department invoices for charges
Permit Fees—Sprinkler systems	\$120.00	101-200 heads	Fire department invoices for charges
Permit Fees—Sprinkler systems	\$140.00	201-300 heads	Fire department invoices for charges
Permit Fees—Sprinkler systems	\$160.00	301-400 heads	Fire department invoices for charges
Permit Fees—Sprinkler systems	\$180.00	401-500 heads	Fire department invoices for charges
Permit Fees—Sprinkler systems	\$200.00	501-1,000 heads	Fire department invoices for charges

Permit Fees— Standpipes	\$45.00	Per standpipe	Fire department invoices for ch <div>Item 12.</div>
Permit Fees—Fire Pump	\$50.00	Per pump	Fire department invoices for charges
Permit Fees—Dry or Wet Chemical Fire Suppression Systems	\$90.00	1st system, all subsequent in same location \$45.00	Fire department invoices for charges
Permit Fees—Dry or Wet Chemical Fire Suppression Systems— Alterations	\$35.00		Fire department invoices for charges
Permit Fees—Total Flooding agent extinguishing systems	\$90.00	Per system plus appropriate system fee	Fire department invoices for charges
Permit Fees—Devices— Control Panel	\$20.00	Per panel	Fire department invoices for charges
Permit Fees—Devices— First initiating control device	\$10.00	1st device, all subsequent in same loc \$0.50 ea.	Fire department invoices for charges
Permit Fees—Devices— First audio communications device	\$10.00	1st device, all subsequent in same loc \$0.50 ea.	Fire department invoices for charges
Permit Fees—Re- inspection—Normal Working Hours	\$30.00	Per inspection	Fire department invoices for charges
Permit Fees—Re- inspection— Nonworking Hours	\$75.00	Per inspection	Fire department invoices for charges <div>95</div>

Cancellation fees for all issued permits	35% or \$10.00	Per cancellation, whichever is greater	Fire department invoices for ch <div>Item 12.</div>
Prohibited Parking Fee —Civil Infraction	\$25.00	Per violation, if paid within 10 days	Fire department invoices for charges
Prohibited Parking Fee —Civil Infraction	\$50.00	Per violation, if paid after 10 days	Fire department invoices for charges

(Res. of 07-02-2024(1), Att., 7-2-2024)

Sec. 1-25. - Police department.

Department	Fee	Frequency	Comments
Salvage Vehicle Inspections	\$100.00		
Gun Permit Notary Fees—Resident	Free of charge	Per resident permit	
Gun Permit Notary Fees—Non-Resident	\$10.00	Per permit	
Copies for Police Reports	\$5.00	Per report	
Fingerprinting	\$10.00	Per card	
Local Records Checks	\$5.00	Per record	i.e., adoption/employment/visa
Solicitor Permits—Daily	\$10.00	Per day	
Solicitor Permits—Annual (Hamburg Resident Only)	\$50.00	Annual	<div>96</div>

Preliminary Breath Tests (PBT)—Resident	\$5.00	Per test	Item 12.
Preliminary Breath Tests (PBT)—Non-Resident	\$10.00	Per test	
Video Tapes/CDs/DVD's plus labor	\$0.50	Per DVD	with \$4.76 per 15 min. increment/labor
Audio CD Plus Labor	\$0.50	Per DVD	with \$4.76 per 15 min. increment/labor

*Civil infraction penalties as listed in Section 1-45 (b)—Sanctions for Violations*

Class A Municipal Civil Infraction	\$1,000.00	Per offense	
Class B Municipal Civil Infraction	\$500.00	Per offense	
Class C Municipal Civil Infraction	\$250.00	Per offense	
Class D Municipal Civil Infraction	\$125.00	Per offense	
Class E Municipal Civil Infraction	\$75.00	Per offense	

(Res. of 07-02-2024(1), Att., 7-2-2024)

Sec. 1-26. - Utility department.

Charges for sewer taps and pumps are calculated and charged on a case-by-case basis as outlined in Article III.—  
Wastewater Treatment and Administration

Sewer Application Fee—Residential	\$200.00 per application	97
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Sewer Application Fee—Commercial	\$1,000.00 per application	Item 12.
Operations and Maintenance (O&M)	\$167.00 per REU/per quarter	
REU Review Application	\$200.00 per application	

To determine the sewer and/or water Residential Equivalent Units (REUs) please see Appendix 1 under the Code of General Ordinances, Chapter 14—Environment; Article III.—Wastewater Treatment and Administration Sec. 14-53.—Table Unit of Factors. Sewer connection tap fees, usage rates (O&M), and water connection fees (where applicable) are adopted annually by Township Board resolution.

(Res. of 07-02-2024(1), Att., 7-2-2024)

Sec. 1-27. - Township clerk.

Notary Services—Hamburg Residents/Businesses only	Free of charge	No services provided for non-Township residents/businesses
Voter Information on Electronic Media	Charges calculated under FOIA process	FOIA Procedures and Guidelines can be found on the Township website from the Clerk Department Home page.
Copy of Available Meeting Minutes Via Email	Free of charge	Available on our website
Paper Copies—Black and White or Color	\$0.10 per page	Cannot exceed \$0.10 per FOIA

(Res. of 07-02-2024(1), Att., 7-2-2024)

Sec. 1-28. - Freedom of Information Act (FOIA).

Requests for items such as file copies, blueprints, police reports, etc. are processed under the Freedom of Information (FOIA) process. Fees for FOIA requests are calculated and charged on a case-by-case basis as outlined in the FOIA Procedures and Guidelines, a summary of which is available on the Township website. Information about this procedure can be found on the Clerk Department home page.

Fee Deposit (for requests totaling over \$50.00)	½ the calculated fee per request	Item 12.
Paper Copies—Black and White or Color	\$0.10 per page	Cannot exceed \$0.10 per FOIA

(Res. of 07-02-2024(1), Att., 7-2-2024)

Sec. 1-29. - Township treasurer.

Township Board reserves the right to waive late fees for charges incurred Feb 15<sup>th</sup> —Feb 28/29<sup>th</sup> by Board resolution.

Credit/Debit Card Online Payment Fees—At Township Hall or Online	2.80% of payment amount	Point-n-pay
E-checks	\$1.50 point-n-pay	Point-n-pay
Return Check Fees/NSF	\$12.00	—
Copies:	—	—
Paper Copies—Black and White or Color	\$0.10 per page	Cannot exceed \$0.10 per FOIA
Taxes Printscreen Per Page	No Charge for Resident	No Charge for Resident
Copy of Maps—Township, Precinct	\$7.50	Large
Copy of Maps—Township, Precinct	\$5.00	Small
<i>Animal licenses (pricing is set by County, may be updated at any time)</i>		
Non-Spayed/Non-Neutered	\$60.00	Three year per county

Puppies/Dogs	\$10.00	One year per county
With 3-year rabies vaccine with spayed or neutered	\$25.00	Three years per county consistent with rabies vaccine expiration
<i>Administrative Fees</i>		
Late fee Taxes—Winter	1%—Added Feb. 15—28 (may be waived at discretion of Township Board)	Delinquent taxes go to Livingston County March 1
Late fee Taxes—Summer	1%—Added each month after Sept 15 through Feb 28/29	Delinquent taxes go to Livingston County March 1
Delinquent Personal Property Fees	3%—Then 1% starting March 1	—

([Res. of 07-02-2024\(1\)](#), Att., 7-2-2024)

Sec. 1-30. - Accounting department.

Copies of Adopted/Proposed Budgets	\$20.00
Copy of Township Audit Financial Statements	\$20.00

([Res. of 07-02-2024\(1\)](#), Att., 7-2-2024)

Sec. 1-31. - Assessing department.

Fees for FOIA requests are calculated and charged on a case-by-case basis as outlined in the Freedom of Information Act (FOIA) Procedures and Guideline.

([Res. of 07-02-2024\(1\)](#), Att., 7-2-2024)

Sec. 1-32. - Planning and zoning department.

See fee schedule—Approved by Township Board January 4, 2011—article III of this appendix.

(Res. of 07-02-2024(1), Att., 7-2-2024)

Item 12.

Sec. 1-33. - Cemetery and mausoleum.

See fee schedule—Approved by Township Board article IV of this appendix.

(Res. of 07-02-2024(1), Att., 7-2-2024)

Sec. 1-34. - All other departments.

All other fees that are not listed here, or by reference in the appendix, shall be calculated for actual cost incurred by the Township.

(Res. of 07-02-2024(1), Att., 7-2-2024)

Secs. 1-35—1-98. - Reserved.

Park Use Fees can be seen at:

[https://library.municode.com/mi/hamburg\\_township\\_\(livingston\\_co.\)/codes/code\\_of\\_ordinances?nodeId=PTIITOAP\\_APXAHATOADFESC\\_ARTIISPFE\\_S1-20DEPARE](https://library.municode.com/mi/hamburg_township_(livingston_co.)/codes/code_of_ordinances?nodeId=PTIITOAP_APXAHATOADFESC_ARTIISPFE_S1-20DEPARE)

**TO:** Township Board of Trustees

**FROM:** Deby Henneman, Township Coordinator

**DATE:** March 13, 2025

**AGENDA ITEM TOPIC:** Park Use Approval – EP All BB Diamonds – Legacy Silver Slam BB Tourney – May 16-18, 2025  
Number of Supporting Documents: **1 Application Packet, 1 Layout Map**

### Requested Action

Recommend approval of application for Legacy Silver Slam I Baseball Tournament, submitted 2/19/25, with the following contingencies:

- A Certificate of Insurance naming Hamburg Township as Additional Insured be provided
- The Clerk Department be provided all requested documents to their satisfaction
- That the Township Board establish Park Fees for event and allow credit for in-kind, if any
- That sanitary services be arranged by Township staff, and costs paid by the applicant

### Background

This is a new event being proposed by Legacy Center, who has been a wonderful partner to Parks & Recreation and very responsive to our requests for help. I have double-checked the proposed dates with PHBSA, who have advised they do not need the fields for these dates.

I am in the process of discussing immediate maintenance needs for both the Ball diamonds as well as the soccer fields, and I hope to have an in-kind proposal to bring to the board shortly. This approval should contemplate a way to provide credit toward park fees if in-kind donations are made with either materials or services.

Current per field/per 2-hour rate is \$35.00

Daily Park Use Fee rate for partnering group, low hazard is \$375.00, non-partnering \$750.00

I have attached a map of our field layout for reference. Applicant is proposing use of fields B1-4 only.

**Draft Motions**

**Parks & Recreation – February 25, 2025 – 3:30 p.m.**

**Motion by Dolan, supported by Muck, to recommend approval of the Legacy Silver Slam for May 16-18, 2025 as presented in application dated February 19, 2025 contingent on a Hazard Level being set by Public Safety, that our vendor be used for sanitary services and applicant be charged any costs associated with their event, and that the Clerk Department be provided with all requested documents.**

**Ayes 3 (Absent: McCabe, Auxier)**

**Motion Passed**

**Public Safety – March 5, 2025 – 3:00 p.m.**

**Motion by Hohl, second by Hughes, based on recommendation from the Public Safety Director that this event be established as a Low hazard event.**

**Passed unanimously**

**Current fees can be found at:**

**[https://library.municode.com/mi/hamburg\\_township\\_\(livingston\\_co.\)/codes/code\\_of\\_ordinances?nodeId=PTIITOAP\\_APXAHATOADFESC\\_ARTIISPFE\\_S1-20DEPARE](https://library.municode.com/mi/hamburg_township_(livingston_co.)/codes/code_of_ordinances?nodeId=PTIITOAP_APXAHATOADFESC_ARTIISPFE_S1-20DEPARE)**



## Hamburg Township Manly Bennett Park

### Park Use Application

### And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

Item 13.  
P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

### Applicant Information:

Event Sponsor (or name if family or individual use): \_\_\_\_\_

Name of Event: Legacy Silver Slam I

Type of Event: Baseball Tournament Park Use Category #: 4 - Event Use

Applicant Name: Legacy Center Sports Complex

Date(s) of Event: May 16-18 ✓ Time(s) of Event: Starts 5/16 6 pm ends 5/18 6 pm

Applicant Address: 9299 Goble Drive Suite or Apt #: \_\_\_\_\_

Applicant City: Brighton State: MI Zip: 48116

Contact Person (present during use): Ryan Ford

Contact's Affiliation with Applicant: Legacy Baseball Director

Contact's Phone: 248-568-7843 Contact's E-Mail: Rford@legacycentermichigan.com

Event Co-applicant, if any: \_\_\_\_\_

All Co-applicants must also sign all applications and waivers.

Co-applicant relationship to Applicant: \_\_\_\_\_

Co-applicant's phone: \_\_\_\_\_

### Insurance Information:

Insurance Carrier: To be provided

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.

Policy #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Limit of General Liability: \_\_\_\_\_ Occurrence \_\_\_\_\_ Aggregate \_\_\_\_\_

Umbrella Coverage Limit (if any): \_\_\_\_\_ Occurrence \_\_\_\_\_ Aggregate \_\_\_\_\_

**Event Description:** *(any information that doesn't pertain to your event please indicate not applicable)*Please describe the event you propose to host: Baseball tournament. We will take great care of your facility. 😊

We will adhere to and apply any rules you have or want to be in place.

We will always have a site director on hand at all times.

Total Number of participants/spectators/guests anticipated during event: 50 per game?Average of participants/spectators/guests anticipated at any given time: 200 for four fields at a time

Site of Proposed Event; include all areas of the parklands that will be used: \_\_\_\_\_

Just the four fenced in baseball fields B1-4 no T'BallLimit parking to EP Lot, Gravel & Event area*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*Will there be camping and trailer facilities? If so, are overnight stays anticipated: No

Number of Volunteers: \_\_\_\_\_ Are Volunteers trained?: \_\_\_\_\_

*Please attach copy of Volunteer Handbook if applicable*Will tents be used?: No If so, please indicate locations: \_\_\_\_\_*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*Will admission be charged? If so, how much: Undecided at this time

Parking fee charged? If so, how much: \_\_\_\_\_ Valet service available? \_\_\_\_\_

Will Food/Beverages be served? If so, types of food and name of persons serving: \_\_\_\_\_

We will not sell food on your site. If you want to sell to benefit your programs you can do so.

No concessions avail. Food trucks need permit*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*Will there be Fireworks or any other pyrotechnic display? If so, describe: No*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*Will there be any animals present? If so, describe: Usually no. Unless you allow dogs. -Not at events*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*Will there be Amusement rides or games? If so, describe: No*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be a need for vehicles to be used on Township grounds? If so, describe: No

*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: No

*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*

Specific services required from the Township, if any: We will prepare the fields

Other information regarding your event that you feel may be helpful: \_\_\_\_\_

## Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☐ Regular Season (Games/Practices) ☒ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

## Release of Liability & Indemnification Agreement

*The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.*

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: RF

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance<sup>3</sup> with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: RF

Applicant's Signature: Ryan Ford Date: 2/19/2025

Co- applicant's Signature: [Signature] Date: 2/20/25

Parks Coordinator: [Signature] Date: 2/20/25

### For office use only

Comments: PHBSA not using fields

Meeting Approval Dates: 2/25/25 Parks & Recreation 3/5/25 Public Safety 3/18/25 Township Board

Application has been (Circle one) ☒ Approved ☐ Denied

Hamburg Township Representative: \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM)

Item 13.

10/22/2024

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

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

<b>PRODUCER</b> Kapnick Insurance Group 333 Industrial Dr Adrian MI 49221	<b>CONTACT NAME:</b> Amy Reidy	<b>PHONE (A/C, No, Ext):</b> 517-263-4600	<b>FAX (A/C, No):</b> 517-266-6653
	<b>E-MAIL ADDRESS:</b> amy.reidy@kapnick.com		
<b>INSURED</b> Legacy Center, LLC Brighton Fit, LLC 9299 Goble Drive Brighton MI 48116	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> Accident Fund National Insurance Company		12305
	<b>INSURER B:</b> Guarantee Trust Life Ins. Co.		64211
	<b>INSURER C:</b> The Hanover Insurance Company		22292
	<b>INSURER D:</b> The Hanover Insurance Group, Inc.		22292
	<b>INSURER E:</b>		
<b>INSURER F:</b>			

**COVERAGES****CERTIFICATE NUMBER:** 1561799084**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
D	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> 5,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		ZHHD082973	10/30/2024	10/30/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
D	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		ZHHD082973	10/30/2024	10/30/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0		U7HD082964	10/30/2024	10/30/2025	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N <input type="checkbox"/> N / A		100068100	10/30/2024	10/30/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
B	Accident/Medical		214-121-434-H	10/30/2024	10/30/2025	Limit \$25,000

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

**CERTIFICATE HOLDER****CANCELLATION**

Hamburg Township  
Parks and Recreation  
PO Box 157  
Hamburg MI 48139

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM)

Item 13.

10/22/2024

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<b>PRODUCER</b> Kapnick Insurance Group 333 Industrial Dr Adrian MI 49221	<b>CONTACT NAME:</b> Amy Reidy	
	<b>PHONE (A/C, No, Ext):</b> 517-263-4600	<b>FAX (A/C, No):</b> 517-266-6653
<b>INSURED</b> Legacy Center, LLC Brighton Fit, LLC 9299 Goble Drive Brighton MI 48116	<b>E-MAIL ADDRESS:</b> amy.reidy@kapnick.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> Accident Fund National Insurance Company	
	<b>INSURER B:</b> Guarantee Trust Life Ins. Co.	
	<b>INSURER C:</b> The Hanover Insurance Company	
	<b>INSURER D:</b> The Hanover Insurance Group, Inc.	
	<b>INSURER E:</b>	
<b>INSURER F:</b>		

LEGACEN-01

**COVERAGES****CERTIFICATE NUMBER:** 1737727268**REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
D	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> 5,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	ZHHD082973	10/30/2024	10/30/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
D	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		ZHHD082973	10/30/2024	10/30/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0		U7HD082964	10/30/2024	10/30/2025	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	100068100	10/30/2024	10/30/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
B	Accident/Medical		214-121-434-H	10/30/2024	10/30/2025	Limit \$25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Hamburg Twp. is Additional Insured to General Liability. Field Lining for West Bennett Park.

**CERTIFICATE HOLDER****CANCELLATION**

Hamburg Twp.  
10405 Merrill Rd  
Hamburg MI 48139

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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**TO:** Parks & Rec & Township Board

**FROM:** Deby Henneman, Township Coordinator

**DATE:** March 13, 2025

**AGENDA ITEM TOPIC:** Park Approval – Legacy Sports Complex/MI Alliance – Smartwater Invitational – May 2-4, 2025 – Manly Bennett Park West  
Number of Supporting Documents: **1 Park Use Packet**

---

**Requested Action**

**Recommend approval of the Park Use application for the Smartwater Invitational Tournament, submitted 1/30/25, with Special Event Hazard level which requires fees to be set by Township Board, and contingent on:**

- **A Certificate of Insurance naming Hamburg Township as Additional Insured be provided**
- **The Clerk Department be provided all requested documents to their satisfaction**
- **That the Township Board establish Park Fees for event and allow credit for in-kind, if any**
- **That the Public Safety fees for the event be charged at cost rounded to the nearest ½ hour**
- **That the Township vendor be used for sanitary services and that the applicant pay extra costs**
- **A pre-event meeting with Public Safety no less than 2 weeks prior to the event**
- **Installation of informational, directional, and/or safety signage is allowed and admin approved**

**Background**

Using the figures in the brief, the Public Safety charges would be roughly \$7,000 for the two days. A High Hazard park fee for a non-partner per day would be \$2,500, however, I consider Legacy a partnering group as they have assisted with preparing the fields over the last few years which would be \$1,250 per day.

While we do pay for their “robot” to do the initial seasonal striping of the fields, it is possible to negotiate a mutually beneficial agreement that would give them a partnering or even flat rate fee, in exchange for providing in-kind services. Currently, the Township is maintaining the striping with use of a vendor, however, the Tournaments typically like to reline them for their events. All of the groups have been working together to decide on a layout, which has been impacted this year with the closure of H8 (Manly Bennett Park & Water Trail Access Improvements Grant – TF22-0107).

We will need to do extra work this year on the goals and purchase new nets, and having a group with experience on inventory, vendors, and installation would be extremely helpful. Having a closer working relationship with Legacy Center moving forward would be a benefit to both Parks & Recreation and Building & Grounds staff. We hope to come forward with a proposal shortly.

Additional sanitary services will be required for an event this size. In the past, the applicant has requested additional portable toilets as well as dumpsters for this event. They have worked with our vendor in the past, whose contract has just been renewed, and were billed directly for those services, which worked out well. I would recommend that they be allowed to do the same this year. They will be expected to have all items removed by the Monday of the following week and will be charged for any damages incurred to the premises due to their event.

**Note: Park Fees for this event in 2024 were \$4,200 total, with Public Safety at \$1,200 of that**

### **Draft Motions**

**Parks & Recreation – February 25, 2025 – 3:30 p.m.**

**Motion by Dolan, supported by Muck, to recommend approval of the SmartWater Tournament May 2-4, 2025 as presented in application dated January 30, 2025 contingent on a Hazard Level being set by Public Safety, that our vendor be used for sanitary services and applicant be charged any costs associated with their event, and that the Clerk Department be provided with all requested documents.**

**Ayes 3 (Absent: McCabe, Auxier)**

**Motion Passed**

**Public Safety – March 5, 2025 – 3:00 p.m.**

**Motion by Hohl, second by Hughes, based on recommendation from the Public Safety Director that this event be established as a Special event.**

**Passed unanimously**

**Current fees can be found at:**

[https://library.municode.com/mi/hamburg\\_township\\_\(livingston\\_co.\)/codes/code\\_of\\_ordinances?nodeId=PTIITOAP\\_APXAHATOADFESC\\_ARTIISPFE\\_S1-20DEPARE](https://library.municode.com/mi/hamburg_township_(livingston_co.)/codes/code_of_ordinances?nodeId=PTIITOAP_APXAHATOADFESC_ARTIISPFE_S1-20DEPARE)

## 2024 Smartwater Soccer Tournament Public Safety Brief

After a thorough examination of the event hosted on May 4th, 2024, these are my findings:

### Event Size:

At 1645 hrs, there were approximately 584 vehicles on the grounds. We have estimated each vehicle having approximately 3 people, giving us a total of 1,752 participants and spectators at that particular time. The drone was flown multiple times throughout the day; 9:30am, 1:10pm, 3:08pm and 4:45pm. You can see different lots filing and emptying at different times.

### Personnel Needed:

It is my opinion this event will need a minimum of 6 public safety personnel to properly and safely direct traffic and cross pedestrians across Merrill Road, which is an unsigned 55mph zone. Two personnel at the south entrance directing traffic into the parking lots and stopping traffic on Merrill Road to safely cross pedestrians, two personnel at the north entrance, stopping Merrill Road traffic and directing tournament traffic out of the parking lots, and two personnel for a relief factor.

### Public Safety Wages:

Two twelve-hour days with four police officers and two firefighters totaling \$6,663.36. These wages are the base wages for a police officer and fully trained firefighter. The numbers would be higher if any command staff has to cover the event.

#### **POLICE**

38.88/hr  
x 1.5 overtime  
 58.32/hr  
x 4 officers  
 233.28/hr  
x 12 hr shift  
 2,799.36  
x 2 days  
 5,598.72

#### **FIRE**

22.18/hr  
x 1  
 22.18/hr  
x 2 firefighters  
 44.36/hr  
x 12 hr shift  
 532.32  
x 2 days  
 1,064.64

5,598.72 police wages  
+1,064.64 fire wages  
**\$6,663.36 total wages for a two-day event**

### Disabled Parking:

This tournament should also increase the disabled parking spaces. If not able to appropriately block off a section for that, and are using the east side to park the disabled drivers, they will need at least 3 shuttles that are in constant rotation (two shuttling and one relief).

### Event Staff Requirements:

This event will need a minimum of 4 adult parking lot attendees. The teenagers do not do what they are supposed to do and are often on their cellphones. These attendees need to wear a traffic safety vest. They should have one posted at the southwest parking lot entrance, where the driveway opens up into the parking lot, directing people who are leaving to head north to exit. We had numerous people attempt to go around our “do not enter” “exit north” sign and come head-on with pedestrians and incoming traffic entering the park. A second attendee should be placed north of the end of the main parking lot where it bottlenecks into the service drive directing motorists to park perpendicular, not parallel park, to increase the number of vehicles parked on the west side to help limit the amount of pedestrian crossing Merrill Road. Lastly, a third should be in the grassy area just north of the entrance of the south lot that is sandwiched between Merrill Road and the parking lot, directing rows of parking to avoid accidental block-ins and one for a relief factor.

**Signage:**

The “enter only” and “exit only” signs that were supplied by the event staff were very helpful. A few “exit north ←” signs to placed throughout the parking lots to remind people to exit north would also be helpful.

If you have any questions, feel free to reach out.

Respectfully,

Sergeant Megan Paul



**Megan Paul**

**Sergeant**

Hamburg Township Public Safety  
Police Department

**Office:** 810-231-9391 ext 454

**Direct:** 810-222-1175

**Fax:** 810-231-9401

**Email:** [mpaul@hamburg.mi.us](mailto:mpaul@hamburg.mi.us)

10409 Merrill Rd  
P.O.Box 157  
Hamburg, MI 48139



1645 hrs



1645 hrs



1645 hrs



1645 hrs



0930 hrs



1310 hrs



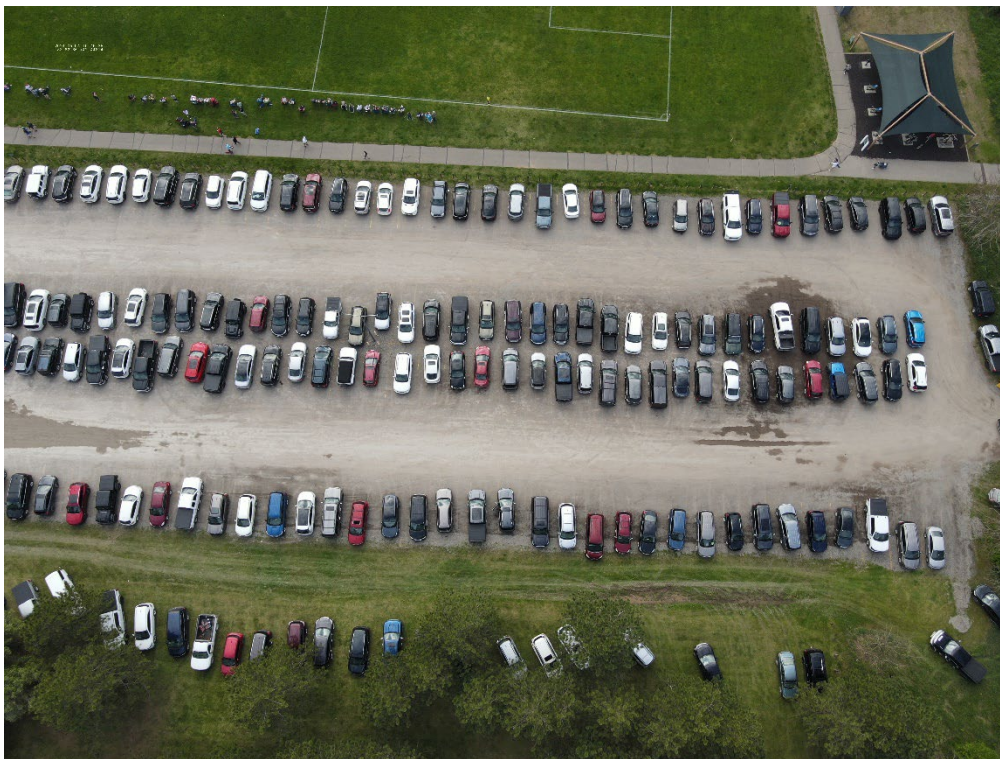
1508 hrs



1645 hrs



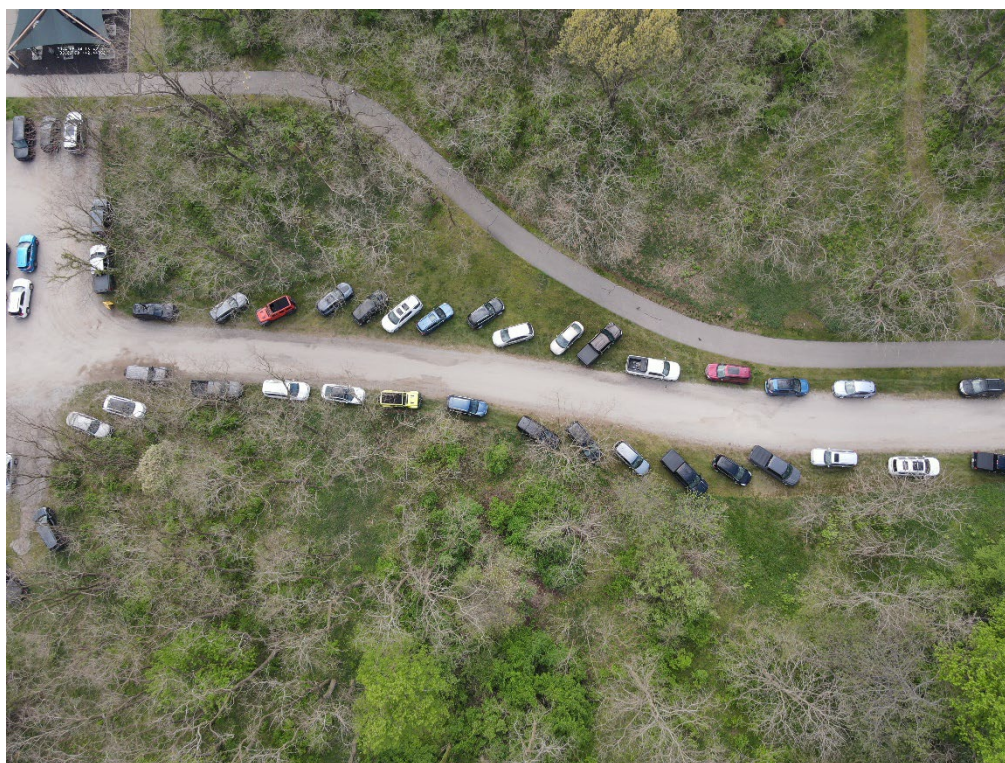
1645 hrs



1645 hrs



1645 hrs



1645 hrs



1645 hrs



1645 hrs



## Hamburg Township Manly Bennett Park

### Park Use Application

### And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

Item 14.  
P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

### Applicant Information:

Event Sponsor (or name if family or individual use): Legacy Center Sports Complex

Name of Event: Smartwater Invitational 2025

Type of Event: Soccer Tournament Park Use Category #: Select One

Applicant Name: Sammi Corcoran

Date(s) of Event: May 3-4, 2025 May 2 swap Time(s) of Event: All day

Applicant Address: 9299 Goble Dr. Suite or Apt #: \_\_\_\_\_

Applicant City: Brighton State: MI Zip: 48116

Contact Person (present during use): Sammi Corcoran

Contact's Affiliation with Applicant: Administrator

Contact's Phone: (734) 649-5034 Contact's E-Mail: scorcoran@legacycentermichigan.com

Event Co-applicant, if any: \_\_\_\_\_

All Co-applicants must also sign all applications and waivers.

Co-applicant relationship to Applicant: \_\_\_\_\_

Co-applicant's phone: \_\_\_\_\_

### Insurance Information:

Insurance Carrier: USI Insurance Services Need copy

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.

Policy #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Limit of General Liability: \$1,000,000 Occurrence \$1,000,000 Aggregate \_\_\_\_\_

Umbrella Coverage Limit (if any): \$5,000,000 Occurrence \$5,000,000 Aggregate \_\_\_\_\_

**Event Description:** *(any information that doesn't pertain to your event please indicate not applicable)*Please describe the event you propose to host: Youth soccer tournamnet for U8-U15 teamsTotal Number of participants/spectators/guests anticipated during event: 750Average of participants/spectators/guests anticipated at any given time: 250Site of Proposed Event; include all areas of the parklands that will be used: All of West Bennett Park Soccer Fields*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*Will there be camping and trailer facilities? If so, are overnight stays anticipated: NoNumber of Volunteers: 20Are Volunteers trained?: Yes*Please attach copy of Volunteer Handbook if applicable*Will tents be used?: YesIf so, please indicate locations: On grass along path*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*Will admission be charged? If so, how much: NoParking fee charged? If so, how much: NoValet service available? NoWill Food/Beverages be served? If so, types of food and name of persons serving: Licensed vendors selling hotdogs/hamburgers and smoothies*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*Will there be Fireworks or any other pyrotechnic display? If so, describe: No*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*Will there be any animals present? If so, describe: No*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*Will there be Amusement rides or games? If so, describe: No*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be a need for vehicles to be used on Township grounds? If so, describe: Golf carts only

*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: No

*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*

Specific services required from the Township, if any: None

Other information regarding your event that you feel may be helpful: Legacy Center Sports Complex will be the main venue for the event. Hamburg Township fields at West Bennett will be used as overflow. Event registration closes 3/24/25. Will know more specifically what size fields we will need.

### Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☐ Regular Season (Games/Practices) ☒ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

### Release of Liability & Indemnification Agreement

*The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.*

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: \_\_\_\_\_

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance<sup>3</sup> with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: SLC

Applicant's Signature:  Date: 1/30/25

Co- applicant's Signature:  Date: \_\_\_\_\_

Parks Coordinator:  Date: 2/21/25

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**For office use only**

Comments: \_\_\_\_\_

Meeting Approval Dates: 2/25/25 Parks & Recreation \_\_\_\_\_ Public Safety \_\_\_\_\_ Township Board

Application has been (Circle one)



Approved



Denied

Hamburg Township Representative: \_\_\_\_\_



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

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**TO:** Parks & Recreation Committee & Township Board of Trustees

**FROM:** Deby Henneman, Township Coordinator

**DATE:** March 13, 2025

**AGENDA ITEM TOPIC:** Pinckney Community Schools/Pinckney Community Education – SEC Cross Country Jamboree East Park – September 23, 2025 – 12:30PM to 7:30PM  
Number of Supporting Documents: **1 Application Packet**

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### Requested Action

Approval of the park use request from Pinckney Community Schools dated 11/13/24, for the SEC XC Jamboree to be held on Tuesday, September 23, 2025, contingent on:

- Submitting all paperwork to the satisfaction of the Clerk's office
- Park fees, if any, be established by the Board
  - Public Safety fees to be charged at a Medium Hazard level
  - Park fees be established - Public Safety Committee recommended Park Fee waiver
  - Sanitary Services arranged by Township and charged to applicant at cost

### Background

This use anticipates 1,000 participants/spectators, and will be considered a Blackout for our Football teams (and any other uses in East Park that come forward). This blackout is in addition to the one taking place a few days later on September 26-27, 2025. Based on past experience with this event, and the number of participants/guests listed on the application, a Public Safety review was conducted and a Medium Hazard was set.

The schools have a 2-year Park Use Agreement which requires the scheduling of all use through the Parks Coordinator. All special uses require separate applications and a review process. I am requesting the motion stipulate who will be responsible for providing and paying for portable toilets over and above our units. All other applicants who hold special events on our fields pay for extra units, as well as the extra cleaning of our units. There has been some confusion on this rule in the past, so I am requesting it be made clear how we will proceed and who will be in charge of determining the appropriate number of units to service the crowds.

Since fees vary from event to event, and the Board has the ability to “waive” them due to the nature of the event, these costs are not rolled in to our Park Fees. In almost all cases, fees are waived for the schools for all events hosted here.

**Note:** The Hamburg Public Library receives a large volume of non-patron foot traffic during large events in the park, so controlling the number of facilities and the cleanliness of those units, is extremely important. To date, trash has not been an issue and a dumpster has not been necessary.

**Draft Motions**

Parks & Recreation – February 25, 2025 – 3:30 p.m.

**Motion by Dolan, supported by Muck, to recommend approval of the SEC Cross Country Jamboree for September 23, 2025 as presented in application dated November 13, 2024 contingent on a Hazard Level being set by Public Safety, that our vendor be used for sanitary services and applicant be charged any costs associated with their event, and that the Clerk Department be provided with all requested documents.**

Ayes 3 (Absent: McCabe, Auxier)

Motion Passed

Public Safety – March 5, 2025 – 3:00 p.m.

**Motion by Hohl, second by Hughes, that Pinckney Community Schools or someone associated with the event, provide an appropriate trainer or medical individual at the event and to set a hazard rating of Medium, also to waive the fee.**

Passed unanimously

Current fees can be found at:

[https://library.municode.com/mi/hamburg\\_township\\_\(livingston\\_co.\)/codes/code\\_of\\_ordinances?nodeId=PTIITOAP\\_APXAHATOADFESC\\_ARTIISPFE\\_S1-20DEPARE](https://library.municode.com/mi/hamburg_township_(livingston_co.)/codes/code_of_ordinances?nodeId=PTIITOAP_APXAHATOADFESC_ARTIISPFE_S1-20DEPARE)



Hamburg Township Manly Bennett Park  
Park Use Application

Item 15.  
P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

Applicant Information:

Event Sponsor (or name if family or individual use): Pinckney High School Cross Country

Name of Event: SEC Cross Country Jamboree

Type of Event: Cross Country meet with 6 teams Park Use Category #: 4 - Event Use

Applicant Name: James Wicker

Date(s) of Event: Tuesday, September 23 2025 Time(s) of Event: 12:30 - 7:30 pm

Applicant Address: 6289 Buckshore Dr. Suite or Apt #:

Applicant City: Whitmore Lake State: Mi Zip: 48189

Contact Person (present during use): James Wicker

Contact's Affiliation with Applicant: Coach

Contact's Phone: 810 599 9543 Contact's E-Mail: jwicker@pinckneypirates.org

Event Co-applicant, if any: Matt Seidle mseidle@pinckneypirates.org

All Co-applicants must also sign all applications and waivers.

Co-applicant relationship to Applicant: PHS Athletic Director

Co-applicant's phone: 734 358 6138

Insurance Information:

Insurance Carrier: PHS rider provided to Hamburg Township - Renewal will be required prior to event

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.

Policy #: Expiration Date: 7-1-25

Limit of General Liability: Occurrence Aggregate

Umbrella Coverage Limit (if any): Occurrence Aggregate

**Event Description:** *(any information that doesn't pertain to your event please indicate not applicable)*Please describe the event you propose to host: League Cross Country invitationalTotal Number of participants/spectators/guests anticipated during event: 1,000Average of participants/spectators/guests anticipated at any given time: See aboveSite of Proposed Event; include all areas of the parklands that will be used: East Bennett Park and Buss ParkingWest Bennett parking lot - Busses may need to use auxiliary lot in W. Park*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*Will there be camping and trailer facilities? If so, are overnight stays anticipated: NoNumber of Volunteers: 10Are Volunteers trained?: yes*Please attach copy of Volunteer Handbook if applicable*Will tents be used?: no If so, please indicate locations: \_\_\_\_\_*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*Will admission be charged? If so, how much: NoParking fee charged? If so, how much: N/A Valet service available? NoWill Food/Beverages be served? If so, types of food and name of persons serving: No*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*Will there be Fireworks or any other pyrotechnic display? If so, describe: No*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*Will there be any animals present? If so, describe: No*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*Will there be Amusement rides or games? If so, describe: No*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be a need for vehicles to be used on Township grounds? If so, describe: Yes, Timer and my Truck

*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: No Pinckney High School Athletic trainer will be present - Public Safety

*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*

Specific services required from the Township, if any: Course mowed

Other information regarding your event that you feel may be helpful: We will provide extra porta john's through PCS vendor - TBD

## Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☐ Regular Season (Games/Practices) ☒ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

## Release of Liability & Indemnification Agreement

*The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.*

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: JSW

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance<sup>3</sup> with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: JSW

Applicant's Signature: James Wicker Date: 11/13/24

Co- applicant's Signature: Matt Siedle Date: 11/13/24

Parks Coordinator: [Signature] Date: 1/9/25

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**For office use only**

Comments: \_\_\_\_\_

Meeting Approval Dates: \_\_\_\_\_ Parks & Recreation \_\_\_\_\_ Public Safety \_\_\_\_\_ Township Board

Application has been (Circle one) ☒ Approved ☐ Denied

Hamburg Township Representative: \_\_\_\_\_





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

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**TO:** Parks & Recreation Committee

**FROM:** Deby Henneman, Township Coordinator

**DATE:** March 13, 2025

**AGENDA ITEM TOPIC:** Pinckney Community Schools – Coaches Legends Invitational Cross-Country Event – September 26-27, 2025 – 2 Day Blackout  
Number of Supporting Documents: **1 Application Packet attached**

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### Requested Action

Approval of the park use request from Pinckney Community Schools dated 11/13/24, for the Coaches Legends Invitational to be held September 26 & 27, 2025, contingent on:

- Submitting all paperwork to the satisfaction of the Clerk's office
- Park fees, if any, be established by the Board
  - Public Safety fees to be charged at a Special Hazard level - Cost
  - Park fees be established
  - Sanitary Services arranged by Township and charged to applicant at cost
- Applicant meet with Public Safety no less than 2 weeks prior to event

### Background

This use anticipates 1,500 participants/spectators, and will be considered a Blackout for our Football teams (and any other uses in East Park that come forward). This blackout is in addition to the one taking place a few days earlier on September 23, 2025. Based on past experience with this event, and the number of participants/guests listed on the application, a Public Safety review will be required prior to the application being sent to the Board.

The schools have a 2-year Park Use Agreement which requires the scheduling of all use through the Parks Coordinator. All special uses require separate applications and a review process. I am requesting the motion stipulate who will be responsible for providing and paying for portable toilets over and above our units. All other applicants who hold special events on our fields pay for extra units, as well as the extra cleaning of our units. There has been some confusion on this rule in the past, so I am requesting it be made clear how we will proceed and who will be in charge of determining the appropriate number of units to service the crowds.

Since fees vary from event to event, and the Board has the ability to “waive” them due to the nature of the event, these costs are not rolled in to our Park Fees. In almost all cases, fees are waived for the schools for all events hosted here, even if they charge for entry.

*Note: The Hamburg Public Library receives a large volume of non-patron foot traffic during large events in the park, so controlling the number of facilities and the cleanliness of those units, is extremely important. To date, trash has not been an issue and a dumpster has not been necessary.*

### **Draft Motions**

**Parks & Recreation – February 25, 2025 – 3:30 p.m.**

**Motion by Dolan, supported by Muck, to recommend approval of the Pinckney Coaches Legends Invitational for September 26-27, 2025 as presented in application dated November 13, 2024 contingent on a Hazard Level being set by Public Safety, that our vendor be used for sanitary services and applicant be charged any costs associated with their event, and that the Clerk Department be provided with all requested documents.**

**Ayes 3 (Absent: McCabe, Auxier)**

**Motion Passed**

**Public Safety – March 5, 2025 – 3:00 p.m.**

**Motion by Hohl, second by Hughes that a hazard level be set as Special event and that the sponsor provide a medical trainer at said event, also meet with the Public Safety Director or his designee at a minimum of 2 weeks before the event.**

**Passed unanimously**

**Current fees can be found at:**

[https://library.municode.com/mi/hamburg\\_township\\_\(livingston\\_co.\)/codes/code\\_of\\_ordinances?nodeId=PTIITOAP\\_APXAHATOADFESC\\_ARTIISPFE\\_S1-20DEPARE](https://library.municode.com/mi/hamburg_township_(livingston_co.)/codes/code_of_ordinances?nodeId=PTIITOAP_APXAHATOADFESC_ARTIISPFE_S1-20DEPARE)

There were no fees charged for this event in 2024, however, there were fees charged for a similar 1-day event for another group in the amount of \$2,516.91 which included:

- Park fees \$500
- Public Safety \$1,246.91 (cost)
- Portable Toilets & Extra Cleanings \$770.00 (cost)



## Hamburg Township Manly Bennett Park

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

Item 16.

### Park Use Application

### And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

#### Applicant Information:

Event Sponsor (or name if family or individual use): Pinckney Cross Country

Name of Event: Coaches Legends Invitational

Type of Event: Cross Country race Park Use Category #: 4 - Event Use

Applicant Name: James Wicker

Date(s) of Event: Friday, September 26th, 2025 and Saturday Time(s) of Event: Friday 12:30 pm - 8 pm, Saturday

Applicant Address: 6289 Buckshore Dre. Suite or Apt #: \_\_\_\_\_

Applicant City: Whitmore Lake State: Mi Zip: 48189

Contact Person (present during use): James Wicker

Contact's Affiliation with Applicant: \_\_\_\_\_

Contact's Phone: 810 599 9543 Contact's E-Mail: jwicker@pinckneypirates.org

Event Co-applicant, if any: Matt Seidle mseidl@pinckneypirates.org

All Co-applicants must also sign all applications and waivers.

Co-applicant relationship to Applicant: Athletic Director

Co-applicant's phone: 734 358 6138

#### Insurance Information:

Insurance Carrier: Insurance rider has been provide to Hamburg Township -will need renewal for 7-1-25 event

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.

Policy #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Limit of General Liability: \_\_\_\_\_ Occurrence \_\_\_\_\_ Aggregate \_\_\_\_\_

Umbrella Coverage Limit (if any): \_\_\_\_\_ Occurrence \_\_\_\_\_ Aggregate \_\_\_\_\_

**Event Description:** *(any information that doesn't pertain to your event please indicate not applicable)*Please describe the event you propose to host: Two day Cross Country invitationalTotal Number of participants/spectators/guests anticipated during event: 1,000-1500 each dayAverage of participants/spectators/guests anticipated at any given time: Same as aboveSite of Proposed Event; include all areas of the parklands that will be used: East Bennett Park and Bus parking  
West Bennett parking lot. - Auxiliary lot*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*Will there be camping and trailer facilities? If so, are overnight stays anticipated: NoNumber of Volunteers: 10 -15Are Volunteers trained?: yes*Please attach copy of Volunteer Handbook if applicable*Will tents be used?: No

If so, please indicate locations: \_\_\_\_\_

*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*Will admission be charged? If so, how much: yes \$10 per carParking fee charged? If so, how much: See admission chargeValet service available? noWill Food/Beverages be served? If so, types of food and name of persons serving: Coffee truck*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*Will there be Fireworks or any other pyrotechnic display? If so, describe: No*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*Will there be any animals present? If so, describe: No*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*Will there be Amusement rides or games? If so, describe: No*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be a need for vehicles to be used on Township grounds? If so, describe: Yes, meet timers and my truck

*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: No, we will have the Pinckney High School Athletic Trainer present. Public safety

*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*

Specific services required from the Township, if any: Grass mowed

Other information regarding your event that you feel may be helpful: We will provide extra porta john's through the school system vendor. - TBD

## Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☐ Regular Season (Games/Practices) ☒ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

## Release of Liability & Indemnification Agreement

*The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.*

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: JSW

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance<sup>3</sup> with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: JSW

Applicant's Signature: James S. Wicker Date: 11/13/2024

Co- applicant's Signature: Matt Seidle Date: 11/13/2024

Parks Coordinator: [Signature] Date: 11/9/25

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**For office use only**

Comments: \_\_\_\_\_

Meeting Approval Dates: \_\_\_\_\_ Parks & Recreation \_\_\_\_\_ Public Safety \_\_\_\_\_ Township Board

Application has been (Circle one)



Approved



Denied

Hamburg Township Representative: \_\_\_\_\_





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

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**TO:** Parks & Recreation Committee & Township Board of Trustees

**FROM:** Deby Henneman, Township Coordinator

**DATE:** February 21, 2025

**AGENDA ITEM TOPIC:** Pinckney Community Schools/Pinckney Community Education – Pinckney vs Brighton XC meet – August 22, 2025 – 8-11AM  
Number of Supporting Documents: **1 Application Packet**

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### Requested Action

To recommend approval of the park use request from Pinckney Community Schools dated 2/17/25, for the Pinckney vs Brighton meet to be held on Friday, August 22, 2025, contingent on:

- Submitting all paperwork to the satisfaction of the Clerk's office
- Park fees, if any, be established/waived by the Board
- The Township arranging for sanitary services, if any, to be charged to the applicant at cost
- Public Safety review is not required

### Background

This use anticipates 100 participants/spectators, and will be considered a Blackout for the morning of the 22<sup>nd</sup>. We don't anticipate a large exposure as this event is early in the morning, however, staff will need to be made aware of it to work any maintenance schedules around it.

The schools have a 2-year Park Use Agreement which requires the scheduling of all use through the Parks Coordinator. All special uses require separate applications and a review process. Applicants who hold special events on our fields pay for extra units, as well as the extra cleaning of our units. However, I believe the number of units we have planned for the 2025 year will be adequate for this particular event.

Buses are typically parked in West Park after dropping students off on the East side.



Hamburg Township Manly Bennett Park  
Park Use Application

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

Item 17.

And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

Applicant Information:

Event Sponsor (or name if family or individual use): James Wicker

Name of Event: Pinckney vs Brighton XC meet

Type of Event: Athletic competition Park Use Category #: Select One

Applicant Name: James wicker

Date(s) of Event: Friday, August 22nd 2025 Time(s) of Event: 8 - 11 am

Applicant Address: 10255 Dexter-Pinckney Rd. Suite or Apt #:

Applicant City: Pinckney State: MI Zip: 48169

Contact Person (present during use): ~~James Wicker~~ Matt Seidl

Contact's Affiliation with Applicant: Same Athletic Director

Contact's Phone: 810 599 9543 Contact's E-Mail: jwicker@pinckneypirates.org

Event Co-applicant, if any: none mseidl@pinckneypirates.org

All Co-applicants must also sign all applications and waivers.

Co-applicant relationship to Applicant:

Co-applicant's phone:

Insurance Information:

Insurance Carrier: On file with township Need renewal

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.

Policy #: Expiration Date:

Limit of General Liability: Occurrence Aggregate

Umbrella Coverage Limit (if any): Occurrence Aggregate

**Event Description:** *(any information that doesn't pertain to your event please indicate not applicable)*Please describe the event you propose to host: Race between Brighton boys cross country team and Pinckney.Total Number of participants/spectators/guests anticipated during event: 100Average of participants/spectators/guests anticipated at any given time: 100Site of Proposed Event; include all areas of the parklands that will be used: East Bennett Park*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*Will there be camping and trailer facilities? If so, are overnight stays anticipated: noNumber of Volunteers: 4 Are Volunteers trained?: yes*Please attach copy of Volunteer Handbook if applicable*Will tents be used?: no If so, please indicate locations: \_\_\_\_\_*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*Will admission be charged? If so, how much: noParking fee charged? If so, how much: none Valet service available? noWill Food/Beverages be served? If so, types of food and name of persons serving: no*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*Will there be Fireworks or any other pyrotechnic display? If so, describe: no*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*Will there be any animals present? If so, describe: no*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*Will there be Amusement rides or games? If so, describe: no*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be a need for vehicles to be used on Township grounds? If so, describe: My truck

*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: no, we will have athletic trainer on site.

*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*

Specific services required from the Township, if any: grass mowed on course

Other information regarding your event that you feel may be helpful: \_\_\_\_\_

## Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☒ Regular Season (Games/Practices) ☐ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

## Release of Liability & Indemnification Agreement

*The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.*


The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.


The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

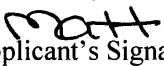
**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

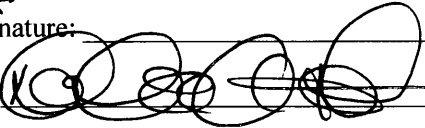
 Initials: \_\_\_\_\_

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance<sup>3</sup> with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

 Initials: \_\_\_\_\_

Applicant's Signature: James S. Wicker Date: 2/17/25

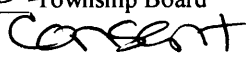
Co- applicant's Signature:  Date: \_\_\_\_\_

Parks Coordinator:  Date: 2/21/25

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**For office use only**

Comments: \_\_\_\_\_

Meeting Approval Dates: 2/25/25 Parks & Recreation 3/18/25 Public Safety 3/18/25 Township Board  


Application has been (Circle one) ☒ Approved ☐ Denied

Hamburg Township Representative: \_\_\_\_\_

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**TO:** Hamburg Township Board of Trustees

**FROM:** Deby Henneman, Township Coordinator

**DATE:** February 20, 2025

**AGENDA ITEM TOPIC:** Park Use Application – PHBSA 2025 Season (Baseball)

Number of Supporting Documents: **1 Park Use Application**

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**Requested Action**

To recommend approval of the Park Use Application dated January 23, 2025 for PHBSA's Baseball/Softball Seasonal Use for 2025, for dates/diamonds to be scheduled with the Park Coordinator between April 1 and June 30, 2025, contingent on:

- The Clerk Department be provided all requested documents to their satisfaction
- That use will not be allowed during Blackout Dates
- That group be designated as a Partnering Group, with in-kind donations applied as credits
- A Seasonal Flat Rate park use fee be established by the Township Board

**Background**

Application has been received and includes seasonal use for all activities such as Softball, Baseball, and T-Ball, including tryouts. Opening Day activities are considered event use, along with an end of the year party, which are both covered under a separate application.

This application contemplates use of the concession stand for storage purposes only, as concessions require a separate approval process and Health Department Certificate. Any outside vendors brought on site must be approved by way of a Tent Permit Application and Fire Inspection.

The club's use will need to be scheduled around the approved Blackout dates, which have been distributed and are on the digital calendar found on our website.

This club is considered a partnering group under the current fee schedule, and may be offered a flat rate fee or the Board may select to waive their fees entirely. The four-year average seasonal rate for this user group is \$2,000 (based on the per participant model), which has generally been offset with in-kind donations. Many of the capital improvement costs are now paid for by the Township, and the group is responsible for costs associated with running their program.

A flat rate fee will eliminate the need to gather roster data. Non-partnering users are charged \$35.00/2hr rate per use.



J M WILSON CORP  
8036 MOORSBRI  
PORTAGE, MI 49024  
Phone: (800) 666-5692  
Fax: (269) 327-4131

Item 18.

To: Rant Insurance - Jeriad

**\* BINDER \***

01/22/2024

Attn:

From: Kristin Bolhuis

Renewal Of: NEW

Insured: **PINCKNEY HAMBURG BASEBALL SOFTBALL ASSOCIATION**

Mailing **PO BOX 813**  
Address: **HAMBURG, MI 48139**

**NOTE: This policy will be billed by the Company in 1 installment. Do not bill or collect the down payment.  
Next year's renewal is set up to be Direct Billed.**

Thank you for your order to bind. We appreciate your business! We have bound the below coverage. Policy to Follow Shortly

## POLICY INFORMATION

### NON-PROFIT PACKAGE POLICY

Policy Number:	<b>NPP1627114</b>
Policy Period:	01/19/2024 to 01/19/2025
Carrier:	United States Liability Insurance Company
Status:	Admitted
A.M. Best Rating:	A++ (Superior) - XII

### COVERAGE PART

### PREMIUM

Commercial Liability	\$500.00
Each Occurrence Limit	\$1,000,000
Personal & Advertising Injury Limit (Any One Person/Organization)	\$1,000,000
Medical Expense (Any One Person)	\$5,000
Damages To Premises Rented To You (Any One Premises)	\$100,000
Products/Completed Operations Aggregate Limit	Included
General Aggregate Limit	\$2,000,000
Molestation or Abuse Each Claim	\$100,000
Molestation or Abuse Aggregate	\$200,000
Assault or Battery Each Occurrence	\$50,000
Assault or Battery Aggregate	\$50,000
Management Liability	\$885.00
Directors and Officers Liability Each Claim Limit	\$1,000,000
Directors and Officers Liability In The Aggregate Limit	\$1,000,000
Directors and Officers Liability Retention	\$0
Employment Practices Liability Each Claim Limit	\$1,000,000
Employment Practices Liability In The Aggregate Limit	\$1,000,000
Employment Practices Liability Retention	\$0

146

Directors and Officers Retroactive Date  
Employment Practices Liability Retroactive Date

Full Prior Acts  
Full Prior Acts

Item 18.

Directors and Officers Prior or Pending Litigation Date  
Employment Practices Liability Prior or Pending Litigation Date

01/19/2024  
01/19/2024

**POLICY PREMIUM** (This premium may be subject to adjustment.)

**\$1,385.00**

## COVERED LOCATION(S)

1 - tbd, Hamburg, MI 48139

## APPLICABLE FORMS & ENDORSEMENTS

### The following forms apply to multiple coverage parts

IL0017 11/98	Common Policy Conditions	IL0021 09/08	Nuclear Energy Liability Exclusion Endorsement
Jacket 07/19	Policy Jacket	L-224 10/10	Punitive Or Exemplary Damages Exclusion
L-526 01/15	Absolute War Or Terrorism Exclusion	L-610 11/04	Expanded Definition Of Bodily Injury
LLQ100 07/06	Amendatory Endorsement	LLQ368 08/10	Separation Of Insureds Clarification Endorsement
TRIADN 12/20	Disclosure Notice of Terrorism Insurance Coverage		

### The following forms apply to the Commercial Liability coverage part

CG 21 06 12/23	EXCLUSION - ACCESS OR DISCLOSURE OF CONFIDENTIAL OR PERSONAL MATERIAL OR INFORMATION	CG0001 12/07	Commercial General Liability Coverage Form
CG0068 05/09	Recording And Distribution Of Material Or Information In Violation Of Law Exclusion	CG0168 11/20	Michigan Changes
CG2139 10/93	Contractual Liability Limitation	CG2147 12/07	Employment-Related Practices Exclusion
CG4032 05/23	Exclusion - Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS)	IL0286 04/17	Michigan Changes - Cancellation and Nonrenewal
L 792 07/14	Minimum Earned Premium	L-232s 09/05	Classification Limitation Endorsement
L-526 01/15	Absolute War Or Terrorism Exclusion	L-549 12/07	Absolute Professional Liability Exclusion
L-587 12/03	Certain Criminal Or Civil Proceeding Defense Costs Coverage	L-599 10/07	Absolute Exclusion For Pollution, Organic Pathogen, Silica, Asbestos And Lead With A Hostile Fire Exception
L-703 DWL YS 06/10	Molestation or Abuse Insurance (Defense Inside Limits)	L-705YS 05/10	Assault or Battery Sublimit
L-735YS 12/18	Exclusion - Designated Sports and Activities	L-736YS 11/13	Exclusion - Non-Roster Participant
L-737YS 08/11	Exclusion - Participant	L-739YS 11/13	Waiver Of Liability And Release Endorsement
L-783NPP 07/18	Amendment of Liquor Liability Exclusion		

### The following forms apply to the policy

DO MI 06/17	Michigan Amendatory Endorsement	DO-100 05/17	Directors and Officers Coverage Part
DO-101 05/17	Employment Practices Coverage Part	DO-224A 05/17	Sexual Abuse Exclusion
DO-283 05/17	Data and Security Plus Endorsement	DO-290 05/17	Fair Labor Standards Act Endorsement - Defense Costs and Indemnity Coverage
DO-314 03/21	Biometric Information Exclusion	DO-GTC 05/17	General Terms and Conditions
PL 1 PFAS 03/23	Exclusion - Perfluoroalkyl And Polyfluoroalkyl Substances (Pfas)	YS APP 12/09	Sports Advantage Application



Hamburg Township Manly Bennett Park  
Park Use Application

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

Item 18.

And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

Applicant Information:

Event Sponsor (or name if family or individual use): \_\_\_\_\_

Name of Event: Pinckney Hamburg Baseball and Softball Association (PHBSA)

Type of Event: Youth baseball/softball season Park Use Category #: Select One for event use

Applicant Name: PHBSA

Date(s) of Event: April 1, 2025 - July 31, 2025 Time(s) of Event: 8am-8pm *June 30? June 7 - Per PHBSA weekdays only or as scheduled w/ Parks*

Applicant Address: PO Box 813 Suite or Apt #: \_\_\_\_\_

Applicant City: Hamburg State: Michigan Zip: 48139

Contact Person (present during use): Nancy Minhinnick

Contact's Affiliation with Applicant: Secretary of PHBSA

Contact's Phone: 810-588-2595 Contact's E-Mail: muzyka.lala@gmail.com

Event Co-applicant, if any: \_\_\_\_\_

*All Co-applicants must also sign all applications and waivers.*

Co-applicant relationship to Applicant: \_\_\_\_\_

Co-applicant's phone: \_\_\_\_\_

Insurance Information:

Insurance Carrier: United States Liability Insurance Company

*Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.*

Policy #: NPP1629114 Expiration Date: January 19, 2026 *- Used renewal*

Limit of General Liability: 2,000,000.00 Occurrence 1,000,000 Aggregate

Umbrella Coverage Limit (if any): \_\_\_\_\_ Occurrence \_\_\_\_\_ Aggregate

**Event Description:** *(any information that doesn't pertain to your event please indicate not applicable)*Please describe the event you propose to host: We run a local youth baseball and softball leagueTotal Number of participants/spectators/guests anticipated during event: 400Average of participants/spectators/guests anticipated at any given time: 200Site of Proposed Event; include all areas of the parklands that will be used: Merril Field Baseball complex  
fields 1-8*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*Will there be camping and trailer facilities? If so, are overnight stays anticipated: NONumber of Volunteers: 20 Are Volunteers trained?: YES*Please attach copy of Volunteer Handbook if applicable*Will tents be used?: NO If so, please indicate locations: \_\_\_\_\_*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*Will admission be charged? If so, how much: NOParking fee charged? If so, how much: NO Valet service available? NOWill Food/Beverages be served? If so, types of food and name of persons serving: Yes, we will have foodtrucks. We will provide a full list of vendors once confirmed. — Need a tent permit& inspection — also need to know frequency  
*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*Will there be Fireworks or any other pyrotechnic display? If so, describe: NO *clarify**Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*Will there be any animals present? If so, describe: NO*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*Will there be Amusement rides or games? If so, describe: NO*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be a need for vehicles to be used on Township grounds? If so, describe: Yes, we use

utility vehicles to prep and clean the fields

*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: NO

*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*

Specific services required from the Township, if any: NONE

Other information regarding your event that you feel may be helpful: \_\_\_\_\_

## Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☒ Regular Season (Games/Practices) ☐ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

## Release of Liability & Indemnification Agreement

*The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.*

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

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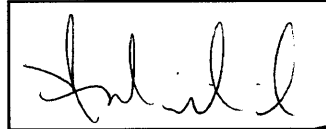
**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: NRM

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

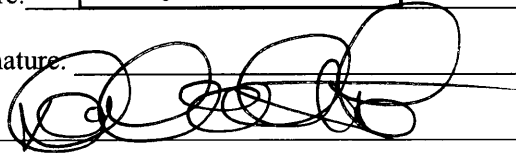
Initials: NRM

Applicant's Signature: \_\_\_\_\_



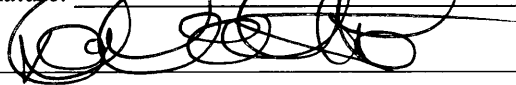
Date: 1.23.2025

Co-applicant's Signature: \_\_\_\_\_



Date: \_\_\_\_\_

Parks Coordinator: \_\_\_\_\_



Date: 2/20/25

### For office use only

Comments: \_\_\_\_\_

Need meeting w/ PHBSA & Legacy  
& B&G re: Maintenance

Meeting Approval Dates: 2/25/25

Parks & Recreation \_\_\_\_\_

Public Safety 3/18/25

Township Board \_\_\_\_\_

Application has been (Circle one)



Approved



Denied

Hamburg Township Representative: \_\_\_\_\_

---

**TO:** Hamburg Township Board of Trustees

**FROM:** Deby Henneman, Township Coordinator

**DATE:** February 20, 2025

**AGENDA ITEM TOPIC:** Park Use Application – PHBSA 2025 Events – Opening Day & End of Year Picnic

Number of Supporting Documents: **1 Park Use Application**

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**Requested Action**

To recommend approval of the Park Use Applications dated January 23, 2025 for PHBSA's Opening Day Event & End of Year Picnic, for May 10, 2025 and June 21, 2025 respectively, contingent on:

- The Clerk Department be provided all requested documents to their satisfaction
- That Tent Permits will be completed for all vendors
- That group be designated as a Partnering Group, with in-kind donations applied as credits
- That Event Fees, including Public Safety charges and Tent Permit, be set by Township Board
- That additional sanitary services be provided by Parks Department, with costs paid by applicant

**Background**

Applications have been received for Opening Day which takes place the same weekend as the Jaguar Tournament, and for an end of the year party taking place on June 21, 2025. These events used to be included under the regular park use application, however, after having issues in the past, we split out the process. It is my hope that once we are able to meet with the new PHBSA board, many of these items can be ironed out and we can return to one application for all PHBSA events/season.

Any outside vendors brought on site must be approved by way of a Tent Permit Application and Fire Inspection which is a \$50 charge. Typically if the customer pays park fees, I designate \$50 of those fees to Fire to pay this charge, however, if the Township waives fees, there is no mechanism to collect it. If fees are waived, this charge should also be addressed along with Public Safety fees, if any.

If extra sanitary services are required, or at minimum our units need to be cleaned an extra time, those fees will also need to be addressed. We pay to have our units cleaned weekly, twice weekly on the Trailheads, so when they get more use than normal, we need to make sure they are ready for the general public.

Both these events would not require Public Safety review as they are considered a Low Hazard.



## Hamburg Township Manly Bennett Park

### Park Use Application

#### And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

Item 19.  
P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

#### Applicant Information:

Event Sponsor (or name if family or individual use): \_\_\_\_\_

Name of Event: Pinckney Hamburg Baseball and Softball Association (PHBSA)

Type of Event: Youth baseball/softball season Park Use Category #: Select One for event use

Applicant Name: PHBSA

Date(s) of Event: May 10, 2025 Time(s) of Event: 8am-8pm

Applicant Address: PO Box 813 Suite or Apt #: \_\_\_\_\_

Applicant City: Hamburg State: Michigan Zip: 48139

Contact Person (present during use): Nancy Minhinnick

Contact's Affiliation with Applicant: Secretary of PHBSA

Contact's Phone: 810-588-2595 Contact's E-Mail: muzyka.lala@gmail.com

Event Co-applicant, if any: \_\_\_\_\_

*All Co-applicants must also sign all applications and waivers.*

Co-applicant relationship to Applicant: \_\_\_\_\_

Co-applicant's phone: \_\_\_\_\_

#### Insurance Information:

Insurance Carrier: United States Liability Insurance Company

*Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.*

Policy #: NPP1629114 Expiration Date: January 19, 2026

Limit of General Liability: 2,000,000.00 Occurrence 1,000,000 Aggregate

Umbrella Coverage Limit (if any): \_\_\_\_\_ Occurrence \_\_\_\_\_ Aggregate

**Event Description:** *(any information that doesn't pertain to your event please indicate not applicable)*

Please describe the event you propose to host: We will have all teams play a game to start the season. We will also have all sponsors on site along with food trucks

- Need Tent Permit  
#50 fee

Total Number of participants/spectators/guests anticipated during event: 400

Average of participants/spectators/guests anticipated at any given time: 350

Site of Proposed Event; include all areas of the parklands that will be used: Merril Field Baseball complex  
fields 1-8

*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*

Will there be camping and trailer facilities? If so, are overnight stays anticipated: NO

Number of Volunteers: 20 Are Volunteers trained?: YES  
*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: NO If so, please indicate locations: \_\_\_\_\_

*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*

Will admission be charged? If so, how much: NO

Parking fee charged? If so, how much: NO Valet service available? NO

Will Food/Beverages be served? If so, types of food and name of persons serving: Yes, we will have food trucks. We will provide a full list of vendors once confirmed.

- Tent Permit

*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*

Will there be Fireworks or any other pyrotechnic display? If so, describe: NO

*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be any animals present? If so, describe: NO

*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*

Will there be Amusement rides or games? If so, describe: NO

*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be a need for vehicles to be used on Township grounds? If so, describe: Yes, we use

utility vehicles to prep and clean the fields along with the the food trucks

Permit

*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: NO

*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*

Specific services required from the Township, if any: NONE

Other information regarding your event that you feel may be helpful:

## Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☒ Regular Season (Games/Practices) ☐ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

## Release of Liability & Indemnification Agreement

*The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.*

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: NRM

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance<sup>3</sup> with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

Initials: NRM

Applicant's Signature:  Date: 1.23.2025

Co- applicant's Signature:  Date: 2/21/25

Parks Coordinator:  Date: 2/21/25

### For office use only

Comments: \_\_\_\_\_

Meeting Approval Dates: 2/25/25 Parks & Recreation 3/4/25 Public Safety 3/4/25 Township Board

Application has been (Circle one)



Approved



Denied

Hamburg Township Representative: \_\_\_\_\_



## Hamburg Township Manly Bennett Park

### Park Use Application

#### And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

Item 19.

### Applicant Information:

Event Sponsor (or name if family or individual use): \_\_\_\_\_

Name of Event: Pinckney Hamburg Baseball and Softball Association (PHBSA)

Type of Event: Youth baseball/softball season Park Use Category #: Select One for event use

Applicant Name: PHBSA

Date(s) of Event: June 21, 2025 Time(s) of Event: 8am-8pm

Applicant Address: PO Box 813 Suite or Apt #: \_\_\_\_\_

Applicant City: Hamburg State: Michigan Zip: 48139

Contact Person (present during use): Nancy Minhinnick

Contact's Affiliation with Applicant: Secretary of PHBSA

Contact's Phone: 810-588-2595 Contact's E-Mail: muzyka.lala@gmail.com

Event Co-applicant, if any: \_\_\_\_\_

*All Co-applicants must also sign all applications and waivers.*

Co-applicant relationship to Applicant: \_\_\_\_\_

Co-applicant's phone: \_\_\_\_\_

### Insurance Information:

Insurance Carrier: United States Liability Insurance Company

*Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.*

Policy #: NPP1629114 Expiration Date: January 19, 2026

Limit of General Liability: 2,000,000.00 Occurrence 1,000,000 Aggregate

Umbrella Coverage Limit (if any): \_\_\_\_\_ Occurrence \_\_\_\_\_ Aggregate

**Event Description:** *(any information that doesn't pertain to your event please indicate not applicable)*

Please describe the event you propose to host: We will have all teams play a game to end the season.

Total Number of participants/spectators/guests anticipated during event: 350

Average of participants/spectators/guests anticipated at any given time: 350

Site of Proposed Event; include all areas of the parklands that will be used: Merril Field Baseball complex  
fields 1-8

*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*

Will there be camping and trailer facilities? If so, are overnight stays anticipated: NO

Number of Volunteers: 20 Are Volunteers trained?: YES  
*Please attach copy of Volunteer Handbook if applicable*

Will tents be used?: NO If so, please indicate locations: \_\_\_\_\_

*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*

Will admission be charged? If so, how much: NO

Parking fee charged? If so, how much: NO Valet service available? NO

Will Food/Beverages be served? If so, types of food and name of persons serving: NO

*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*

Will there be Fireworks or any other pyrotechnic display? If so, describe: NO

*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be any animals present? If so, describe: NO

*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*

Will there be Amusement rides or games? If so, describe: NO

*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be a need for vehicles to be used on Township grounds? If so, describe: Yes, we use

utility vehicles to prep and clean the fields

*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: NO

*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*

Specific services required from the Township, if any: NONE

Other information regarding your event that you feel may be helpful: \_\_\_\_\_

## Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☒ Regular Season (Games/Practices) ☐ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

## Release of Liability & Indemnification Agreement

*The approval of this park use request is contingent upon receipt of all requested information, review process of the Hamburg Township Parks & Recreation Committee, and approval of the Hamburg Township Board. The applicant may be required to provide additional information as is deemed necessary by the Parks & Recreation Committee and/or Township Board, and may be required to meet with the Parks Administrator and/or Parks Coordinator to supply additional information or to answer questions. If the Park Use Application is received less than 60 days prior to the requested event date, the Parks & recreation Committee and Township Board may process the application, however, the application fee may be increased in an amount to be determined by the Parks & Recreation Committee and/or the Township Board.*

The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.

In further consideration of entering into this agreement, to the fullest extent permitted by law, the Applicant agrees to defend, pay on behalf of, indemnify, and hold harmless Hamburg Township, its elected and appointed officials, employees and volunteers, and others working on behalf of Hamburg Township against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed, or recovered against or from Hamburg Township, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of, or is in any way connected or associated with this contract.

The Applicant covenants and agrees that it will have a representative on the premises at all times to monitor the set-up, use and tear-down of the use and all activities related to thereto and under no circumstances shall the use of the park be granted or sublet to any other group or organization without the express written permission of the Hamburg Township Board of Trustees.

Any Applicant or group or entity co-hosting an event must provide a Certificate of Insurance naming Hamburg Township as an additional insured and proof of that coverage must be provided prior to the issuance of the permit for the event. The Applicant and/or co-host of any event must comply with all rules, regulations and policies of the Township pertaining to the said use and will be ultimately responsible for any and all damages to any Hamburg Township property resulting from the use, and shall otherwise restore the Township property to its previous condition.

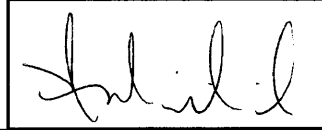
**Personal Property Damage Claims:** The applicant hereby releases Hamburg Township, Its elected and appointed officials, employees and volunteers, and others working behalf of Hamburg Township, from any and all liability or responsibility to the applicant or anyone claiming through or under the applicant by way of subrogation or otherwise, for any loss or damage to applicant's property resulting from any incident, except damages resulting from the gross negligence of the Township, as it relates to the activities and uses contemplated by the application. It is understood by the applicant that all private property kept, stored or maintained in and on the Hamburg Township Park and recreational facilities shall be so kept, stored or maintained at the risk of the Applicant.

Initials: NRM

**Public Health & Safety:** The applicant hereby swears and attests that they have complied with all aspects and intent, of Background Checks and that they are in compliance<sup>3</sup> with the Michigan Sports Concession Law, Acts 342 & 343, Public Acts of 2012, as referenced in the Park Facility Use Policy and outlined in Appendix A. The applicant understands that falsification of the above statement and/or failure to comply with these requirements may result in the suspension and/or revocation of the use of the Hamburg Township parkland facilities.

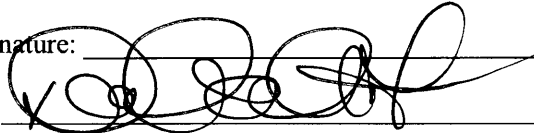
Initials: NRM

Applicant's Signature: \_\_\_\_\_



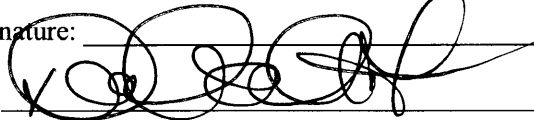
Date: 1.23.2025

Co- applicant's Signature: \_\_\_\_\_



Date: \_\_\_\_\_

Parks Coordinator: \_\_\_\_\_



Date: 2/21/25

### For office use only

Comments: \_\_\_\_\_

Meeting Approval Dates: 2/25/25

Parks & Recreation \_\_\_\_\_

Public Safety 3/4/25

Township Board

Application has been (Circle one)



Approved



Denied

Hamburg Township Representative: \_\_\_\_\_

Consent

**TO:** Township Board

**FROM:** Deby Henneman, Township Coordinator

**DATE:** February 20, 2025

**AGENDA ITEM TOPIC:** Park Use Approval – EP BB Diamond – TN Mojo LaConte (July-Oct)

Number of Supporting Documents: **1 Application Packet**

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**Requested Action**

Recommend approval of application for TN Mojo LaConte 10, as submitted 2/2/25, with the contingency that a Certificate of Insurance naming Hamburg Township as Additional Insured be provided, that the Clerk Department be provided all requested documents to their satisfaction and that use will be subject to blackout dates.

Note: Current fees of \$25 per 2-hour block will be charged on a monthly basis based on the schedule provided by the applicant.

**Background**

This is a new user group seeking to use a field for practices. They wish to start in May, however, they have been advised that our Recreation group has priority over the fields through the end of June.

Use will be subject to availability, if any, and fields will be assigned by the Parks Coordinator.



## Hamburg Township Manly Bennett Park

### Park Use Application

#### And Release of Liability & Indemnification Agreement

(Application must be submitted 60 days before requested use)

P.O. Box 157  
10405 Merrill Road  
Hamburg, Michigan 48139-0157  
(810) 231-1000 Office X-218  
(810) 231-4295 Fax

Item 20.

### Applicant Information:

Event Sponsor (or name if family or individual use): Practice for 10u Softball team

Name of Event: 10u Softball Practice

Type of Event: Park Use Category #: Select One

Applicant Name: Jessica LaConte / TN Mojo LaConte 10u Head Coach

Date(s) of Event: May- Oct Tues or Wed Time(s) of Event: 6-8pm

Applicant Address: 433 Chanticleer Trail Suite or Apt #:

Applicant City: Lansing State: Mi Zip: 48917

Contact Person (present during use): Jessica LaConte

Contact's Affiliation with Applicant: TN Mojo Softball Organization

Contact's Phone: 517-803-6415 Contact's E-Mail: Tnmojolacontej@gmail.com

Event Co-applicant, if any:

All Co-applicants must also sign all applications and waivers.

Co-applicant relationship to Applicant:

Co-applicant's phone:

### Insurance Information:

Insurance Carrier: Attaching copy of insurance certificate, we can add the park onto the ins cert.

Certificate of Insurance must be provided by all applicants as outlined in Appendix B in the Park Facility Use Policy.

Policy #: Expiration Date:

Limit of General Liability: Occurrence Aggregate

Umbrella Coverage Limit (if any): Occurrence Aggregate

**Event Description:** *(any information that doesn't pertain to your event please indicate not applicable)*Please describe the event you propose to host: Softball practiceTotal Number of participants/spectators/guests anticipated during event: 20Average of participants/spectators/guests anticipated at any given time: 20Site of Proposed Event; include all areas of the parklands that will be used: Softball field*Include site plan drawing reflecting all areas of the Township Park and recreational facilities the event will effect*Will there be camping and trailer facilities? If so, are overnight stays anticipated: NaNumber of Volunteers: NAAre Volunteers trained?: NA*Please attach copy of Volunteer Handbook if applicable*Will tents be used?: NA If so, please indicate locations: NA*Under no circumstances are tent stakes to be driven into asphalt surfaces. Tent locations must be pre-approved.*Will admission be charged? If so, how much: NoParking fee charged? If so, how much: No Valet service available? NAWill Food/Beverages be served? If so, types of food and name of persons serving: No*For anything other than pre-packaged foods, Concession Application, Health Department License and Products Liability coverage is required.*Will there be Fireworks or any other pyrotechnic display? If so, describe: No*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*Will there be any animals present? If so, describe: No*Pets are not allowed in Parkland during events. Service Dogs are allowed with proper certification.*Will there be Amusement rides or games? If so, describe: No*Insurance requirements to be established during the event review process as stated in Appendix B of the Park Facility Use Policy.*

Will there be a need for vehicles to be used on Township grounds? If so, describe: No

*Personal vehicles require proof of Auto Liability based on the description of use and areas needing to be accessed during event.*

Will there be a need for Emergency Responders over and above what is included in the Public Safety Fee? If so, describe: No

*Hamburg Township reserves the right to require private security and/or emergency responders be present during any event.*

Specific services required from the Township, if any: No

Other information regarding your event that you feel may be helpful: None

### Organized Sports and/or Sporting Events:

Please indicate type of sports event: ☒ Regular Season (Games/Practices) ☐ Sports Tournament ☐ Other

If Tournament or other event, complete Event Description on Page 2 and provide additional details, if any:

Practice

### Release of Liability & Indemnification Agreement

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The undersigned acknowledges that he/she/they are authorized to sign this application on behalf of the applicant and that he/she/they have received a copy of all documents relating to the use of the park and recreational facilities including the Hamburg Township Park Facility Use Policy Rules and Regulations.





10405 Merrill Road ♦ P.O. Box 157  
Hamburg, MI 48139  
Phone: 810.231.1000 ♦ Fax: 810.231.4295  
[www.hamburg.mi.us](http://www.hamburg.mi.us)

03/12/25

To: Hamburg Township Board  
From: Tony Randazzo & Duane Hoeppner

Re: Buildings and Grounds Seasonal Worker

We seek approval from the Board to hire a part-time seasonal worker for the season. This will fill an existing position that is open as the prior employee won't be returning this year. We have already interviewed a prospective candidate and believe he will be a great fit. The new employee will be brought in at Grade 1, Step 4 on the pay scale, which equates to \$18.83 per hour. Of course, this will be conditional upon successful completion of all pre-employment prerequisites. Assuming these are met, we would like to start the new employee sometime in early April, depending on the weather.



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

## MEMORANDUM

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

From: Brittany K. Campbell, Utilities Coordinator

Date: March 6<sup>th</sup>, 2025

Re: **Bid Results for Crystal Dr./Crystal Beach Sub. - Road Maintenance S.A.D.**

The current Agreement to provide winter road maintenance services will expire on April 17<sup>th</sup>, 2025. In anticipation of this date, 12 requests for bids were mailed out to qualified road maintenance contractors. A total of two (2) responses were received from Contractors wishing to bid on providing winter maintenance services for the Crystal Drive and Crystal Beach Subdivision road maintenance special assessment district. The results are as follows:

Annual Pricing for Services to be Provided	Alan's Asphalt & Maintenance, Inc.	Bob Myers Excavating, Inc.
<b>Snow Removal</b> – Up to ten (10) times per year upon accumulation of 2-inches or more.	2,250.00	2,500.00
<b>Salting of Intersections When Icy Conditions Exist</b> – Up to ten (10) times per year to correspond with snow removal.	1870.00	1,600.00
<b>Total Annual Cost:</b>	<b>\$ 4,120.00</b>	<b>\$ 4,100.00</b>

Alan's Asphalt & Maintenance has provided the winter road maintenance services for this road maintenance district for more than 10+ years and has submitted a bid within \$20.00 of the next bidder. Based on their quality service and quick responses maintaining this district, I recommend that the Board award the new 2-year service contract to **Alan's Asphalt & Maintenance, Inc.** for the Crystal Drive and Crystal Beach Subdivision road maintenance district beginning on April 18<sup>th</sup>, 2025 and ending on April 17<sup>th</sup>, 2027.

FAX (810) 231-4295  
TELEPHONE: (810) 231-1000



P.O. Box 157  
10405 Merrill Road  
Hamburg, MI 48139

## BID SPECIFICATION FORM

### PRIVATE ROAD MAINTENANCE DISTRICT HAMBURG TOWNSHIP, MICHIGAN

\*\*\*\*\*

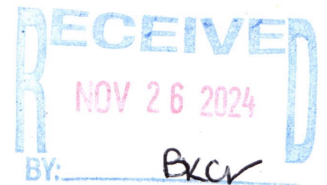
COMPANY NAME: Alans Asphalt Maintenance

CONTACT PERSON: Chuck Chambers

ADDRESS: P.O. Box 354

Hamburg MI 48139

PHONE: 810-231-1867



Signature of Bidder's Authorized Agent: [Signature]

\*\*\*\*\*

Project Location Crystal Drive/Crystal Beach Subdivision  
West of Whitewood Rd./South of Cordley Lake Rd.

- 1.) **Snow Removal** – Up to Ten (10) times per year, as necessary, for the removal of two-inches (2") or more of accumulation.

Charge per Plowing \$ 225.<sup>00</sup>

Total \$ 2250.<sup>00</sup>

- 2.) **Salting of Intersections** – Up to Ten (10) times per year to be done at the same time to correspond with the snow removal. Contractor will be responsible to salt all street and subdivision intersections.

Charge per Application \$ 187.<sup>00</sup>

Total \$ 1820.<sup>00</sup>

**STREETS INCLUDED IN MAINTENANCE DISTRICT:** Crystal Drive, Hill St., Michael Blvd., Ward Ave., Wilson Ave., Harding Ave., and Macomb Ave.

The Township recommends that any Contractor interested in submitting a bid to provide road maintenance should make an on-site inspection of the road(s) prior to submitting a bid for services. A map of the location is enclosed with this bid request.

---

NOTE: Bid amounts must reflect all costs as requested above. Any proposed additional services may be recommended on a separate sheet and attached to the bid form.

**CONTRACT INFORMATION:**

The Contract will run for a period of two (2) years beginning on April 18<sup>th</sup>, 2025 and continuing through April 17<sup>th</sup>, 2027. Contractor shall remain an independent agent and does not become an employee of the Township. As such, the Contractor shall purchase and maintain worker's comp, personal injury and liability insurance in a minimum amount of \$1,000,000.00 as required by the Township.

**AWARDING OF CONTRACTS:** On February 15, 2011 the Township Board of Trustees adopted the new Administrative Policies and Procedures for Expenditures Control regarding all Township Purchasing, Contracts and Sales. As a result, the Township will now consider the following in the awarding of road maintenance contracts:

- (1) The character, integrity, reputation, judgment, experience and efficiency of the bidder;
- (a) The Township shall require the bidder to provide proof that they are responsible in paying their property taxes; both real and personal; whether it be in this township or other municipalities.

All bids are due by 2:00 p.m. on Thursday, March 6<sup>th</sup>, 2025 to:

**Brittany K. Campbell**  
 Hamburg Township Utilities Coordinator  
 10405 Merrill Road  
 P.O. Box 157  
 Hamburg, Michigan 48139  
 (810) 231-1000 Ext. 210  
 (810) 231-4295 – Fax  
 Email: bcampbell@hamburg.mi.us

Hamburg Township reserves the right to reject any and all bid proposals and/or waive and irregularities, requirements or conditions in any or all bid proposals.

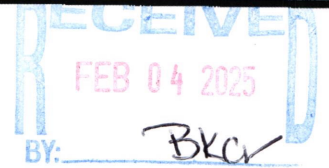
FAX (810) 231-4295  
TELEPHONE: (810) 231-1000



P.O. Box 157  
10405 Merrill Road  
Hamburg, MI 48139

## BID SPECIFICATION FORM

PRIVATE ROAD MAINTENANCE DISTRICT  
HAMBURG TOWNSHIP, MICHIGAN



\*\*\*\*\*

COMPANY NAME: Bob Myers Excavating, Inc.

CONTACT PERSON: Mike Myers

ADDRESS: 8111 Hammel Road

Brighton, MI 48116

PHONE: 810-231-2044

Signature of Bidder's Authorized Agent: *Robert E. Myers*

\*\*\*\*\*

Project Location Crystal Drive/Crystal Beach Subdivision  
West of Whitewood Rd./South of Cordley Lake Rd.

- 1.) **Snow Removal** – Up to Ten (10) times per year, as necessary, for the removal of two-inches (2") or more of accumulation.

Charge per Plowing \$ 250.00

Total \$ 2,500.00

- 2.) **Salting of Intersections** – Up to Ten (10) times per year to be done at the same time to correspond with the snow removal. Contractor will be responsible to salt all street and subdivision intersections.

Charge per Application \$ 160.00

Total \$ 1,600.00

**STREETS INCLUDED IN MAINTENANCE DISTRICT:** Crystal Drive, Hill St., Michael Blvd., Ward Ave., Wilson Ave., Harding Ave., and Macomb Ave.

The Township recommends that any Contractor interested in submitting a bid to provide road maintenance should make an on-site inspection of the road(s) prior to submitting a bid for services. A map of the location is enclosed with this bid request.

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NOTE: Bid amounts must reflect all costs as requested above. Any proposed additional services may be recommended on a separate sheet and attached to the bid form.

**CONTRACT INFORMATION:**

The Contract will run for a period of two (2) years beginning on April 18<sup>th</sup>, 2025 and continuing through April 17<sup>th</sup>, 2027. Contractor shall remain an independent agent and does not become an employee of the Township. As such, the Contractor shall purchase and maintain worker's comp, personal injury and liability insurance in a minimum amount of \$1,000,000.00 as required by the Township.

**AWARDING OF CONTRACTS:** On February 15, 2011 the Township Board of Trustees adopted the new Administrative Policies and Procedures for Expenditures Control regarding all Township Purchasing, Contracts and Sales. As a result, the Township will now consider the following in the awarding of road maintenance contracts:

- (1) The character, integrity, reputation, judgment, experience and efficiency of the bidder;
- (a) The Township shall require the bidder to provide proof that they are responsible in paying their property taxes; both real and personal; whether it be in this township or other municipalities.

All bids are due by **2:00 p.m. on Thursday, March 6<sup>th</sup>, 2025** to:

**Brittany K. Campbell**  
Hamburg Township Utilities Coordinator  
10405 Merrill Road  
P.O. Box 157  
Hamburg, Michigan 48139  
(810) 231-1000 Ext. 210  
(810) 231-4295 – Fax  
Email: bcampbell@hamburg.mi.us

Hamburg Township reserves the right to reject any and all bid proposals and/or waive and irregularities, requirements or conditions in any or all bid proposals.

## MEMORANDUM

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

From: Brittany K. Campbell, Utilities Coordinator

Date: March 6<sup>th</sup>, 2025

Re: **Bid Results for Norene/Peary Drive - Road Maintenance S.A.D.**

The current road maintenance service contract for this special assessment district will expire on April 17<sup>th</sup>, 2025. In anticipation of this date, twelve (12) requests for bid were mailed out to qualified road maintenance contractors. I have received one (1) response from Contractors wishing to bid on providing road maintenance services for the Norene/Peary Drive road maintenance special assessment district. The results are as follows:

Annual Pricing for Services to be Provided	Bob Myers Excavating, Inc.
<b>Gradings</b> – Up to three (3) per year as necessary.	\$ 1,320.00
<b>Gravel</b> – Up to 60 cubic yards of road quality (22A) gravel to be applied annually as needed.	2,040.00
<b>Snow Removal</b> – up to eight (8) times per year @ 4" or more of accumulation.	1,400.00
<b>Roadway Sanding</b> – Up to eight (8) times per year when icy conditions make necessary.	1,600.00
<b>Total Annual Cost:</b>	<b>\$ 6,360.00</b>

Myers Excavating currently provides road maintenance services for this special assessment district and the residents are generally pleased with the services provided. Bob Myers has personally met with the property owners on several occasions and is very familiar in how the property owners want the road graded and the snow plowed for this district.

Therefore, I recommend that the Board award a two-year service contract to Bob Myers Excavating, Inc. beginning on April 18, 2025 and ending on April 17, 2027 to for the Norene/Peary Drive road maintenance district.

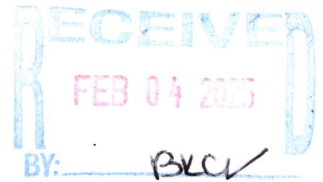
FAX (810) 231-4295  
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P.O. Box 157  
10405 Merrill Road  
Hamburg, MI 48139

## BID SPECIFICATION FORM

### PRIVATE ROAD MAINTENANCE DISTRICT HAMBURG TOWNSHIP, MICHIGAN



COMPANY NAME: Bob Myers Excavating, Inc.

CONTACT PERSON: Mike Myers

ADDRESS: 8111 Hammel Road

Brighton, MI 48116

PHONE: 810-231-2044

Signature of Bidder's Authorized Agent: *Bob Myers*

Project Location Norene Ct./Peary Drive

South off of Strawberry Lake Road

- 1.) **Gradings** – Up to three (3) per year as necessary.

Per Grading Charge \$ 440.00

Total \$ 1,320.00

- 2.) **Gravel** – Annual installation of up to sixty (60) cubic yards of 22A gravel (road quality) to be applied as necessary. Contractor responsible to supply gravel without assistance of Township.

Material Charge (Per Yard) \$ 17.00

Labor Charge \$ 17.00

Total \$ 2,040.00

- 3.) **Snow Removal** – Removal, as necessary, of four-inches (4") or more of accumulation (up to 8 removals assumed per year).

Charge per Plowing \$ 175.00

Total \$ 1,400.00

- 4.) **Sanding** – Sanding of roadway when icy conditions require (up to 8 sand applications assumed per year).

Charge per Sanding \$ 200.00

Total \$ 1,600.00

The Township recommends that any Contractor interested in submitting a bid to provide road maintenance should make an on-site inspection of the road(s) prior to submitting a bid for services. A map of the location is enclosed with this bid request.

**CONTRACT INFORMATION:**

The Contract will run for a period of two (2) years beginning on April 18<sup>th</sup>, 2025 and continuing through April 17<sup>th</sup>, 2027. Incremental increases in the cost of gravel may be negotiated between the Contractor and Hamburg Township on an annual review basis. Contractor shall remain an independent agent and does not become an employee of the Township. As such, the Contractor shall purchase and maintain worker's comp, personal injury and liability insurance in a minimum amount of \$1,000,000.00 as required by the Township.

**AWARDING OF CONTRACTS:** On February 15, 2011 the Township Board of Trustees adopted the new Administrative Policies and Procedures for Expenditures Control regarding all Township Purchasing, Contracts and Sales. As a result, the Township will now consider the following in the awarding of road maintenance contracts:

- (1) The character, integrity, reputation, judgment, experience and efficiency of the bidder;
- (a) The Township shall require the bidder to provide proof that they are responsible in paying their property taxes; both real and personal; whether it be in this township or other municipalities.

**NOTE:** Bid amounts must reflect costs as outlined above. Bid proposals shall also include all attachments or submittals confirming that Contractor is current in the payment of any personal and/or property taxes owed by the Contractor. Any proposed additional services may be recommended on a separate sheet and attached to the bid form.