




1720 Riverview Drive  
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www.ktwp.org

## BOARD OF TRUSTEES WORK GROUP MEETING April 13, 2020

The Board of Trustees of the *Charter Township of Kalamazoo* will meet in a "Work Group Meeting" to be held at 5:30 p.m., on Monday, April 13, 2020, via Zoom conferencing for the purpose of discussing the below listed items and any other business that may legally come before the Board of Trustees of the *Charter Township of Kalamazoo*. Go to [zoom.us](https://zoom.us) click join meeting Meeting. Enter ID: 805 465 075 Password: 032510 or dial in with 1 (929) 205-6099

- A. Discussion of the process for appointing the replacement for Jeremy Hathcock on Board of Board of Trustees
- B. Discussion of appointment of Trustee to Township Election Commission
- C. Discussion of millage renewal
- D. Manager's Update
- E. Public comment

Posted April 9, 2020

  
Dexter Mitchell, Manager  
Charter Township of Kalamazoo



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## Board of Trustees Regular Meeting Agenda April 13, 2020

The "Regular Meeting" of the Board of Trustees of the *Charter Township of Kalamazoo* will be held at 7:30 p.m., on Monday, April 13, 2020, via Zoom conferencing for the purpose of discussing and acting on the below listed items and any other business that may legally come before the Board of Trustees of the *Charter Township of Kalamazoo*. Go to [zoom.us](https://zoom.us) click join meeting Meeting. Enter ID: 805 465 075 Password: 032510 or dial in with 1 (929) 205-6099

### 1 – Call to Order

### 2 – Pledge of Allegiance

### 3 – Roll Call of Board Members

### 4 – Addition/Deletions to Agenda

 (Any member of the public, board, or staff may ask that any item on the consent agenda be removed and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected.)

### 5 – Public Comment on Agenda and Non-agenda Items

 (Each person may use three (3) minutes for remarks. If your remarks extend beyond the 3 minute time period, please provide your comments in writing and they will be distributed to the board. The public comment period is for the Board to listen to your comments. Please begin your comments with your name and address.)

### 6 – Consent Agenda

 (The purpose of the Consent Agenda is to expedite business by grouping non-controversial items together to be dealt with in one Board Motion without discussion.)

#### Approval of:

- A. Minutes of March 23, 2020 Board of Trustees Meeting
- B. Payment of Bills in the amount of \$101,663.30

#### Receipt of:

- A. Check Disbursement report for March 2020
- B. Electronic Funds Transfer Report for March 2020

### 7 – Public Hearings

- A. None at this meeting

### 8 - Unfinished Business

- A. None at this meeting

**9 – New Business**

- A. Request to approve contract with Taplin Group and Prein & Newhoff for sanitary sewer cleaning and televising & PACP inspections
- B. Request to adopt proposed Ordinance 622 making revisions to Ordinance 551 regarding rental properties registration, maintenance, and inspections
- C. Request to accept proposed Ordinance 612 Solar Energy provisions for first reading
- D. Request to adopt Earth Week Proclamation
- E. Request to adopt resolution for 8.9691 Charter Millage and authorize transmittal to County Clerk
- F. Request to accept resignation letter of Trustee Jeremy Hathcock
- G. Request to appoint Trustee to Township Election Commission

**10 – Items removed from Consent Agenda**

**11 – Board Member Reports**

Trustee Strebs  
Trustee Hathcock  
Trustee Leigh  
Clerk Miller  
Treasurer Miller  
Trustee Leuty  
Supervisor Martin

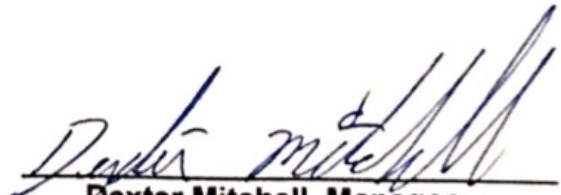
**12 – Attorney Report**

**13 – Manager Report**

**14 – Public Comments**

**15 – Adjournment**

Posted April 9, 2020



**Dexter Mitchell, Manager**  
*Charter Township of Kalamazoo*



**CHARTER TOWNSHIP OF KALAMAZOO  
BOARD OF TRUSTEES MEETING  
March 23, 2020**

The regular meeting of the Board of Trustees of the Charter Township of Kalamazoo, Kalamazoo County, was held at 7:30 p.m., Monday, March 23, 2020 at the Charter Township of Kalamazoo Administrative Offices, 1720 Riverview Drive, Kalamazoo, Michigan 49004-1099. Some members accessed the meeting remotely using Zoom, due to the COVID-19 epidemic.

**Item 1      CALL TO ORDER**

Supervisor Martin called the meeting to order at 7:30 pm.

**Item 2      PLEDGE OF ALLEGIANCE**

Trustee Hathcock led the Pledge of Allegiance.

**Item 3      ROLL CALL OF BOARD MEMBERS.**

All present.

**Item 4      ADDITIONS AND DELETIONS TO AGENDA**

Trustee Leigh asked to remove Eastwood Party to items removed from Consent Agenda.

Trustee Strebs requested new Business Item D Transfer of Funds into Disaster Relief Fund.

**Item 5      PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS**

None.

**Item 6      CONSENT AGENDA**

Clerk Miller moved, seconded by Trustee Leigh, to approve the consent agenda which included action on the following items:

**Approval of:**

- A. Minutes of February 23, 2020 Board of Trustees Work Session Meeting
- B. Minutes of February 23, 2020 Board of Trustees Regular Meeting
- C. Minutes of March 9, 2020 Board of Trustees Work Session Meeting
- D. Minutes of March 9, 2020 Board of Trustees Regular Meeting
- Removed** E. Eastwood Neighborhood Park Party
- F. Payment of Bills in the amount of \$100,805.84

**Receipt of:**

- A. Check Disbursement report for February 2020
- B. Electronic Funds Transfer Report for February 2020
- C. Land Bank Annual Report

**Motion carried.**

**Item 7      PUBLIC HEARINGS**

None.

**Item 8      UNFINISHED BUSINESS**

None.

**Item 9      NEW BUSINESS**

**Item 9A      REQUEST TO APPROVE PROFESSIONAL SERVICE AGREEMENT WITH PREIN & NEWHOF FOR ENGINEERING SERVICES FOR THE LAKE STREET IMPROVEMENTS**

Manager Mitchell explained this was not to exceed \$9500, for engineering on Lake Street improvements, replace sewer lines and gas lines.

**Motion to approve the agreement by Supervisor Martin, seconded by Clerk Miller.**

Trustee Leuty mentioned that County Parks has increased the scope of services.

Trustee Leigh asked where this came from, and why it had not been discussed in the overall sewer study. What is the estimated total price?

Supervisor Martin said it was in the study, engineering to be done in 2021, in conjunction with other improvements to be done at the same time.

Treasurer Miller said these are not normal times and we should consider whether these are necessary.

Trustee Strebs urged us to move forward. Trustee Leuty said Mike Schwarz had efficiencies in mind in the timing of multiple projects along the same road, while it was already dug up.

Mike Schwarz explained some of the background and timing of the project.

**Roll call vote (6-1 Treasurer Miller). Motion carried.**

**Item 9B      REQUEST TO ACCEPT PROPOSED ORDINANCE NO. 622 AMENDING ORDINANCE NO. 551 REGARDING RENTAL PROPERTIES REGISTRATION, MAINTENANCE, AND INSPECTIONS.**

Attorney Seeber reviewed the highlighted changes that were made subsequent to our discussion at the meeting at Kalamazoo Central. Every building will be subject to registration and inspection. She reviewed several other clarifications made. Section 7 explains the authority of the building dept to do the inspections. Another handout shows the Ordinance as it will appear when updates are made.

**Trustee Strebs moved, seconded by Trustee Leigh, to accept Ordinance 622 for first reading.**

Trustee Strebs thanked Attorney Seeber for her work in revising the Ordinance. Trustee Leuty also sees this as a positive step forward.

Treasurer Miller can't support this revision because it does not address certain concerns about frequency of inspection to prevent blight. Trustee Strebs said she would welcome a proposal to address those issues.

**Roll call vote (6-1 Treasurer Miller). Motion carried.**

**Item 9C      REQUEST APPROVAL OF EXPENDITURE OF PAR PLAN FUNDS FOR ROAD MAINTENANCE AND UPKEEP**

Supervisor Martin said the cost is \$297,765; this will help keep the roads in good repair.

**Motion to approve the expenditure by Supervisor Martin, seconded by Trustee Leuty.**

Treasurer Miller asks that we slow down and wait until we know what kind of emergency may arise. Some streets on the list were done recently. Some streets lack sidewalks, which should be a higher priority.

Trustee Leuty went into the objective process of the PASER ratings. He thought this is a prudent step now. Trustee Hathcock sees continuing with infrastructure investments to be prudent.

Trustee Leigh agrees with getting bids in early. Trustee Strebs asked about the timeline to approve the use of these funds?

Supervisor Martin replied that we need to do this before we get the chance to bid, and we would lose the PAR fund match.

After a question from Trustee Strebs, Supervisor Martin said there would not be any carryover, we would lose the match we do not make.

**Roll call vote (6-1 Treasurer Miller). Motion carried.**

**Item 9D      TO TRANSFER FUNDS FROM THE GENERAL FUND BALANCE TO THE DISASTER RELIEF FUND**

**Supervisor Martin moved, seconded by Treasurer Miller, to transfer \$50,000 from the general fund balance to the disaster relief fund.**

Treasurer Miller is in favor of this fund. Trustees Strebs and Leigh agree. Trustee Leigh believes the virus may last through the summer.

**Motion carried.**

**Item 10      ITEMS REMOVED FROM CONSENT AGENDA**

**Eastwood Neighborhood Park Party request:** Trustee Leigh was wondering if the virus is still here, what could we do? Can we reserve our park without committing to a group event? Trustee Strebs said that the Governor will give direction, if it is not safe, we will change plans. Supervisor Martin mentioned the Westwood Ice Cream Social will likely be canceled.

**Clerk Miller moved to approve the application for the Eastwood Neighborhood Park Party, seconded by Trustee Strebs.**

**Motion carried.**

**Item 11      BOARD MEMBER REPORTS**

Trustee Strebs thanked the Board for patience with the new procedure. Governor Whitmer has issued a vital order to protect Michigan citizens. We all need to stay home to protect our fellow citizens.

Trustee Hathcock said that many people have been labelled essential. Solidarity of the working class and socialism is the way forward.

Trustee Leigh said that busses will be free, entry from the rear. Metro Connect will continue. Physical distance now is vital.

Clerk Miller said the US is way behind in controlling the epidemic. It is too late to avoid a very high death toll. He is disappointed that the May 5 election is still on to be held at the precincts, with only one question from KRESA on the ballot.

Treasurer Miller encouraged any homeowner facing foreclosure to contact the County Treasurer.

Trustee Leuty reported that there is no ZBA agenda, and the township parks are ready for some spring cleanup. Getting out in our parks is a good way to relieve stress.

Supervisor Martin said that a party for his mother-in-law in a nursing home had to be cancelled. Many other programs and events have been cancelled to protect everyone. We have tried to eliminate exposures, although some first responders must still be working with others.

**Item 12 ATTORNEY'S REPORT**

A few ordinances have been sent by the Board back to the Planning Commission, solar, and auto sales from repair facilities. It will be at the next Board meeting.

**Item 13 MANAGER REPORT**

Manager Mitchell thanked Mark Monk and PMN for helping with the remote meeting. He shared current County COVID testing statistics.

**Item 14 PUBLIC COMMENTS**

Toni Kennedy thanked those who are leading the effort to sew masks. She thanked the Board for approving the Eastwood Party.

**Item 15 ADJOURNMENT**

**There being no further business to come before the Board, the meeting was adjourned at 8:53 p.m.**

**BOARD MEMBERS PRESENT:**

- Supervisor Donald D. Martin
- Clerk Mark E. Miller
- Treasurer Sherine M. Miller
- Trustee Nicolette Leigh
- Trustee Steven C. Leuty
- Trustee Jennifer A. Strebs
- Trustee Jeremy L. Hathcock

Respectfully submitted,

\_\_\_\_\_  
 Mark E. Miller, Clerk

**ABSENT:** None

Attested to by,

**ALSO PRESENT:**

- Attorney Roxanne Seeber
- Manager Dexter Mitchell

\_\_\_\_\_  
 Donald D. Martin, Supervisor

User: MONICAK

EXP CHECK RUN DATES 04/14/2020 - 04/14/2020

DB: Kalamazoo Twp

BOTH JOURNALIZED AND UNJOURNALIZED OPEN

BANK CODE: POOL

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
Vendor 000426 - ABSOPURE WATER COMPANY:							
87484143 28426	ABSOPURE WATER COMPANY ACCT #172898 206-336-740.00	04/08/2020 MONICAK	04/14/2020	8.00	8.00	Open	N 04/08/2020
	OPERATING SUPPLIES			8.00			
87494305 28427	ABSOPURE WATER COMPANY ACCT #172902 206-336-740.00	04/08/2020 MONICAK	04/14/2020	4.00	4.00	Open	N 04/08/2020
	OPERATING SUPPLIES			4.00			
	Total for vendor 000426 - ABSOPURE WATER COMPANY:			<u>12.00</u>	<u>12.00</u>		
Vendor 002675 - BAUCKHAM, SPARKS, THALL, :							
040320 28387	BAUCKHAM, SPARKS, THALL, LEGAL SUPPORT	04/08/2020 MONICAK	04/14/2020	9,010.30	9,010.30	Open	N 04/08/2020
	101-200-826.00	LEGAL SERVICES-BD. MEET.		660.00			
	101-200-827.00	LEGAL SERVICE-GEN. TWP.		2,852.30			
	101-400-827.00	LEGAL SERVICES - GEN. TWP.		3,941.00			
	207-301-827.00	LEGAL		472.00			
	101-310-827.00	Legal Service-Gen. Twp.		1,085.00			
	Total for vendor 002675 - BAUCKHAM, SPARKS, THALL, :			<u>9,010.30</u>	<u>9,010.30</u>		
Vendor 006672 - CONSUMERS ENERGY:							
201451171482 28404	CONSUMERS ENERGY ACCT #1000 2155 4991 101-751-921.00	04/08/2020 MONICAK	04/14/2020	27.24	27.24	Open	N 04/08/2020
	UTILITIES - ELECTRIC			27.24			
203231029478 28405	CONSUMERS ENERGY ACCT #1000 0033 6162 206-336-923.03	04/08/2020 MONICAK	04/14/2020	172.65	172.65	Open	N 04/08/2020
	UTILITIES - NATURAL GAS			172.65			
204832875530 28406	CONSUMERS ENERGY ACCT #1000 2469 5296 206-336-921.03	04/08/2020 MONICAK	04/14/2020	106.91	106.91	Open	N 04/08/2020
	UTILITIES - ELECTRIC			106.91			
203853958801 28411	CONSUMERS ENERGY ACCT #1000 2469 4752 206-336-921.03	04/08/2020 MONICAK	04/14/2020	25.87	25.87	Open	N 04/08/2020
	UTILITIES - ELECTRIC			25.87			
	Total for vendor 006672 - CONSUMERS ENERGY:			<u>332.67</u>	<u>332.67</u>		
Vendor 006673 - CONSUMERS ENERGY:							

Vendor 006673 - CONSUMERS ENERGY:



Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
201896127205 28383	CONSUMERS ENERGY ACCT #1030 2066 4423 219-448-921.00	04/08/2020 MONICAK	04/14/2020	1,635.18	1,635.18	Open	N 04/08/2020
	UTILITIES - ELECTRIC			1,635.18			
205099825171 28384	CONSUMERS ENERGY ACCT #1000 0018 2830 219-448-921.00	04/08/2020 MONICAK	04/14/2020	19,251.69	19,251.69	Open	N 04/08/2020
	UTILITIES - ELECTRIC			19,251.69			
Total for vendor 006673 - CONSUMERS ENERGY:				<u>20,886.87</u>	<u>20,886.87</u>		

Vendor 011712 - FERGUSON FACILITIES #3400:

WK007116-4 28408	FERGUSON FACILITIES #3400 MISC SUPPLIES 101-265-740.00	04/08/2020 MONICAK	04/14/2020	34.98	34.98	Open	N 04/08/2020
	OPERATING SUPPLIES			34.98			
WK016468 28409	FERGUSON FACILITIES #3400 MISC SUPPLIES 101-265-740.00	04/08/2020 MONICAK	04/14/2020	410.86	410.86	Open	N 04/08/2020
	OPERATING SUPPLIES			410.86			
WK014946 28410	FERGUSON FACILITIES #3400 MISC SUPPLIES 206-336-740.00	04/08/2020 MONICAK	04/14/2020	1,028.34	1,028.34	Open	N 04/08/2020
	OPERATING SUPPLIES			1,028.34			
Total for vendor 011712 - FERGUSON FACILITIES #3400:				<u>1,474.18</u>	<u>1,474.18</u>		

Vendor 013428 - I.T. RIGHT:

20162990 28385	I.T. RIGHT WEBSITE CONTRACT 101-200-811.00	04/08/2020 MONICAK	04/14/2020	500.00	500.00	Open	N 04/08/2020
	PURCHASED SERVICE			500.00			
Total for vendor 013428 - I.T. RIGHT:				<u>500.00</u>	<u>500.00</u>		

Vendor 013500 - CHARTER COMMUNICATIONS:

1109620040120 28388	CHARTER COMMUNICATIONS ACCT #1109620 101-200-922.00	04/08/2020 MONICAK	04/14/2020	617.65	617.65	Open	N 04/08/2020
	UTILITIES - CABLE/INTERNET			617.65			
0284811040120 28412	CHARTER COMMUNICATIONS ACCT #0284811 206-336-922.02	04/08/2020 MONICAK	04/14/2020	99.99	99.99	Open	N 04/08/2020
	UTILITIES - CABLE/INTERNET			99.99			

INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
EXP CHECK RUN DATES 04/14/2020 - 04/14/2020  
BOTH JOURNALIZED AND UNJOURNALIZED OPEN  
BANK CODE: POOL

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
0284753040120 28413	CHARTER COMMUNICATIONS ACCT #0284753 206-336-922.01	04/08/2020 MONICAK	04/14/2020	99.99	99.99	Open	N 04/08/2020
	UTILITIES - CABLE/INTERNET			99.99			
0100199040120 28414	CHARTER COMMUNICATIONS ACCT #0100199 206-336-922.02	04/08/2020 MONICAK	04/14/2020	54.01	54.01	Open	N 04/08/2020
	UTILITIES - CABLE/INTERNET			54.01			
0025941040120 28415	CHARTER COMMUNICATIONS ACCT #0025941 206-336-922.03	04/08/2020 MONICAK	04/14/2020	96.89	96.89	Open	N 04/08/2020
	UTILITIES - CABLE/INTERNET			96.89			
0026220040120 28416	CHARTER COMMUNICATIONS ACCT #0026220 206-336-922.02	04/08/2020 MONICAK	04/14/2020	140.27	140.27	Open	N 04/08/2020
	UTILITIES - CABLE/INTERNET			140.27			
0284829040120 28417	CHARTER COMMUNICATIONS ACCT #0284829 206-336-922.04	04/08/2020 MONICAK	04/14/2020	99.99	99.99	Open	N 04/08/2020
	UTILITIES - CABLE/INTERNET			99.99			
	Total for vendor 013500 - CHARTER COMMUNICATIONS:			<u>1,208.79</u>	<u>1,208.79</u>		

Vendor 017024 - GORDON WATER:

1863181 28398	GORDON WATER WATER/RENT 101-200-740.00 207-301-740.00	04/08/2020 MONICAK	04/14/2020	143.75	143.75	Open	N 04/08/2020
	OPERATING SUPPLIES			38.00			
	OPERATING SUPPLIES			105.75			
	Total for vendor 017024 - GORDON WATER:			<u>143.75</u>	<u>143.75</u>		

Vendor 022170 - INTEGRITY BUSINESS SOLUTIONS, LLC:

2026123-1 28402	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 207-301-727.00	04/08/2020 MONICAK	04/14/2020	5.36	5.36	Open	N 04/08/2020
	OFFICE SUPPLIES			5.36			
	Total for vendor 022170 - INTEGRITY BUSINESS SOLUTIONS, LLC:			<u>5.36</u>	<u>5.36</u>		

Vendor 026022 - KALAMAZOO CITY TREASURER:

031620 28423	KALAMAZOO CITY TREASURER WATER/SEWER 101-200-927.00	04/08/2020 MONICAK	04/14/2020	92.13	92.13	Open	N 04/08/2020
	UTILITIES - WATER			92.13			

User: MONICAK

EXP CHECK RUN DATES 04/14/2020 - 04/14/2020

DB: Kalamazoo Twp

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BANK CODE: POOL

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
031820 28424	KALAMAZOO CITY TREASURER WATER/SEWER 206-336-927.02	04/08/2020 MONICAK UTILITIES - WATER	04/14/2020	47.85 47.85	47.85	Open	N 04/08/2020
031820A 28425	KALAMAZOO CITY TREASURER WATER/SEWER 206-336-927.03	04/08/2020 MONICAK UTILITIES - WATER	04/14/2020	29.74 29.74	29.74	Open	N 04/08/2020
Total for vendor 026022 - KALAMAZOO CITY TREASURER:				169.72	169.72		

Vendor 026096 - ENGINEERED PROTECTION SYSTEMS, INC.:

A776761 28418	ENGINEERED PROTECTION SYSTEMS, INC. MONITORING 206-336-811.00	04/08/2020 MONICAK PURCHASED & MAINT. SERVICE	04/14/2020	104.22 104.22	104.22	Open	N 04/08/2020
A776928 28419	ENGINEERED PROTECTION SYSTEMS, INC. MONITORING/SVC AGREEMENT 101-200-811.00	04/08/2020 MONICAK PURCHASED SERVICE	04/14/2020	344.76 344.76	344.76	Open	N 04/08/2020
A776759 28420	ENGINEERED PROTECTION SYSTEMS, INC. MONITORING 206-336-811.00	04/08/2020 MONICAK PURCHASED & MAINT. SERVICE	04/14/2020	104.22 104.22	104.22	Open	N 04/08/2020
A776760 28421	ENGINEERED PROTECTION SYSTEMS, INC. MONITORING 206-336-811.00	04/08/2020 MONICAK PURCHASED & MAINT. SERVICE	04/14/2020	104.22 104.22	104.22	Open	N 04/08/2020
A776745 28422	ENGINEERED PROTECTION SYSTEMS, INC. MONITORING 206-336-811.00	04/08/2020 MONICAK PURCHASED & MAINT. SERVICE	04/14/2020	104.22 104.22	104.22	Open	N 04/08/2020
Total for vendor 026096 - ENGINEERED PROTECTION SYSTEMS, INC.:				761.64	761.64		

Vendor 026108 - KRWWC:

040620 28386	KRWWC MEMBERSHIP DUES 883-520-732.00 871-441-732.00	04/08/2020 MONICAK DUES/SUBS/PUBL DUES/SUBS/PUBL	04/14/2020	25,000.00 11,250.00 13,750.00	25,000.00	Open	N 04/08/2020
Total for vendor 026108 - KRWWC:				25,000.00	25,000.00		

Vendor 026442 - KIESLER'S POLICE SUPPLY, INC.:

User: MONICAK

EXP CHECK RUN DATES 04/14/2020 - 04/14/2020

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BANK CODE: POOL

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
IN130770 28390	KIESLER'S POLICE SUPPLY, INC. DUTY BELT 207-301-748.00	04/08/2020 MONICAK	04/14/2020	58.87	58.87	Open	N 04/08/2020
	UNIFORMS/PERSONAL EQUIPMENT			58.87			
	Total for vendor 026442 - KIESLER'S POLICE SUPPLY, INC.:			58.87	58.87		

Vendor 031552 - MENARDS - KALAMAZOO EAST:

25987 28359	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-740.00	04/08/2020 MONICAK	04/14/2020	22.32	22.32	Open	N 04/08/2020
	OPERATING SUPPLIES			22.32			
25069 28364	MENARDS - KALAMAZOO EAST MISC SUPPLIES 101-265-931.00	04/08/2020 MONICAK	04/14/2020	238.00	238.00	Open	N 04/08/2020
	MAINT. - BUILDING			238.00			
24691 28365	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-740.00	04/08/2020 MONICAK	04/14/2020	572.64	572.64	Open	N 04/08/2020
	OPERATING SUPPLIES			572.64			
24614 28366	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-740.00	04/08/2020 MONICAK	04/14/2020	274.92	274.92	Open	N 04/08/2020
	OPERATING SUPPLIES			274.92			
24609 28367	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-740.00	04/08/2020 MONICAK	04/14/2020	58.91	58.91	Open	N 04/08/2020
	OPERATING SUPPLIES			58.91			
24854 28368	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-740.00	04/08/2020 MONICAK	04/14/2020	83.96	83.96	Open	N 04/08/2020
	OPERATING SUPPLIES			83.96			
24924 28369	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-740.00	04/08/2020 MONICAK	04/14/2020	55.92	55.92	Open	N 04/08/2020
	OPERATING SUPPLIES			55.92			
24990 28370	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-740.00	04/08/2020 MONICAK	04/14/2020	87.89	87.89	Open	N 04/08/2020
	OPERATING SUPPLIES			87.89			
25596 28371	MENARDS - KALAMAZOO EAST MISC SUPPLIES	04/08/2020 MONICAK	04/14/2020	219.00	219.00	Open	N 04/08/2020

User: MONICAK

EXP CHECK RUN DATES 04/14/2020 - 04/14/2020

DB: Kalamazoo Twp

BOTH JOURNALIZED AND UNJOURNALIZED OPEN

BANK CODE: POOL

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
	206-336-931.00	MAINT. - BUILDING		219.00			
	Total for vendor 031552 - MENARDS - KALAMAZOO EAST:			1,613.56	1,613.56		
Vendor 032088 - ROBERT LAMSON, LLC:							
2942 28391	ROBERT LAMSON, LLC EVALUATIONS	04/08/2020 MONICAK	04/14/2020	3,475.00	3,475.00	Open	N 04/08/2020
	207-301-812.00	EMPLOYMENT TESTING		3,475.00			
2944 28401	ROBERT LAMSON, LLC SCREENING - BRUCE	04/08/2020 MONICAK	04/14/2020	125.00	125.00	Open	N 04/08/2020
	207-301-812.00	EMPLOYMENT TESTING		125.00			
	Total for vendor 032088 - ROBERT LAMSON, LLC:			3,600.00	3,600.00		
Vendor 032654 - DECKER AGENCY:							
3109A 28374	DECKER AGENCY PAYMENT #2	04/08/2020 MONICAK	04/14/2020	25,226.25	25,226.25	Open	N 04/08/2020
	101-200-912.00	INSURANCE/BOND-GENERAL		8,576.93			
	206-336-912.00	INSURANCE - GENERAL		7,315.62			
	207-301-912.00	INSURANCE - GENERAL		9,333.70			
	Total for vendor 032654 - DECKER AGENCY:			25,226.25	25,226.25		
Vendor 035237 - NYE UNIFORM CO.:							
732244 28396	NYE UNIFORM CO. NAME BAR	04/08/2020 MONICAK	04/14/2020	14.00	14.00	Open	N 04/08/2020
	207-301-748.00	UNIFORMS/PERSONAL EQUIPMENT		14.00			
732243 28397	NYE UNIFORM CO. NAME BAR	04/08/2020 MONICAK	04/14/2020	14.00	14.00	Open	N 04/08/2020
	207-301-748.00	UNIFORMS/PERSONAL EQUIPMENT		14.00			
	Total for vendor 035237 - NYE UNIFORM CO.:			28.00	28.00		
Vendor 041093 - PURITY CYLINDER, INC.:							
00953384 28407	PURITY CYLINDER, INC. QUARTERLY CYLINDER RENT	04/08/2020 MONICAK	04/14/2020	107.60	107.60	Open	N 04/08/2020
	101-265-740.00	OPERATING SUPPLIES		107.60			
	Total for vendor 041093 - PURITY CYLINDER, INC.:			107.60	107.60		
Vendor 047635 - SIEGFRIED CRANDALL PC:							



User: MONICAK

EXP CHECK RUN DATES 04/14/2020 - 04/14/2020

DB: Kalamazoo Twp

BOTH JOURNALIZED AND UNJOURNALIZED OPEN

BANK CODE: POOL

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
102365 28389	SIEGFRIED CRANDALL PC ACCOUNTING SERVICES 101-223-817.00	04/08/2020 MONICAK	04/14/2020	412.50	412.50	Open	N 04/08/2020
	ACCOUNTING SERVICE			412.50			
	Total for vendor 047635 - SIEGFRIED CRANDALL PC:			<u>412.50</u>	<u>412.50</u>		
<hr/>							
Vendor 048729 - STATE OF MICHIGAN:							
551-560914 28403	STATE OF MICHIGAN SOR REGISTRATIONS 217-301-956.01	04/08/2020 MONICAK	04/14/2020	300.00	300.00	Open	N 04/08/2020
	SOR EXPENSE			300.00			
	Total for vendor 048729 - STATE OF MICHIGAN:			<u>300.00</u>	<u>300.00</u>		
<hr/>							
Vendor 048769 - STATE OF MICHIGAN:							
551-561160 28392	STATE OF MICHIGAN LIVESCAN FEES 217-301-956.00	04/08/2020 MONICAK	04/14/2020	86.50	86.50	Open	N 04/08/2020
	LIVESCAN EXPENSE			86.50			
	Total for vendor 048769 - STATE OF MICHIGAN:			<u>86.50</u>	<u>86.50</u>		
<hr/>							
Vendor 058029 - PREIN & NEWHOF, INC.:							
53787 28375	PREIN & NEWHOF, INC. REVIEW 2020 CIP PROJECTS/CCTV NEEDS 883-520-820.00	04/08/2020 MONICAK	04/14/2020	197.40	197.40	Open	N 04/08/2020
	ENGINEERING FEES			197.40			
53788 28376	PREIN & NEWHOF, INC. TEXEL LIFT STATION 883-520-820.00	04/08/2020 MONICAK	04/14/2020	2,198.85	2,198.85	Open	N 04/08/2020
	ENGINEERING FEES			2,198.85			
54776 28377	PREIN & NEWHOF, INC. UPDATE 2020 SPLITS/COMBOS 101-200-820.00	04/08/2020 MONICAK	04/14/2020	448.00	448.00	Open	N 04/08/2020
	ENGINEERING SERVICES			448.00			
54782 28378	PREIN & NEWHOF, INC. TAX MAP REVIEW 101-200-820.00	04/08/2020 MONICAK	04/14/2020	64.00	64.00	Open	N 04/08/2020
	ENGINEERING SERVICES			64.00			
54790 28379	PREIN & NEWHOF, INC. REVIEW PROPOSAL/LETTER - CCTV 883-520-820.00	04/08/2020 MONICAK	04/14/2020	128.00	128.00	Open	N 04/08/2020
	ENGINEERING FEES			128.00			

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
54791 28380	PREIN & NEWHOF, INC. TEXEL LIFT STATION 883-520-820.00	04/08/2020 MONICAK	04/14/2020	735.00 735.00	735.00	Open	N 04/08/2020
54798 28381	PREIN & NEWHOF, INC. LAKE STREET IMPROVEMENTS 883-520-820.00	04/08/2020 MONICAK	04/14/2020	722.00 722.00	722.00	Open	N 04/08/2020
54843 28382	PREIN & NEWHOF, INC. NON-MOTORIZED IMPROVEMENTS 101-446-969.00	04/08/2020 MONICAK	04/14/2020	1,323.00 1,323.00	1,323.00	Open	N 04/08/2020
Total for vendor 058029 - PREIN & NEWHOF, INC.:				5,816.25	5,816.25		

Vendor 500285 - GALESBURG FORD:

26042992 28393	GALESBURG FORD OIL CHANGE 207-301-939.00	04/08/2020 MONICAK	04/14/2020	44.09 44.09	44.09	Open	N 04/08/2020
26042816 28394	GALESBURG FORD OIL CHANGE 207-301-939.00	04/08/2020 MONICAK	04/14/2020	44.09 44.09	44.09	Open	N 04/08/2020
Total for vendor 500285 - GALESBURG FORD:				88.18	88.18		

Vendor 500409 - HALT FIRE:

443653 28372	HALT FIRE REGULATOR 206-336-939.00	04/08/2020 MONICAK	04/14/2020	352.46 352.46	352.46	Open	N 04/08/2020
Total for vendor 500409 - HALT FIRE:				352.46	352.46		

Vendor 500590 - LOWE'S COMPANIES, INC.:

10076 28360	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-931.00	04/08/2020 MONICAK	04/14/2020	44.64 44.64	44.64	Open	N 04/08/2020
10225 28361	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-931.00	04/08/2020 MONICAK	04/14/2020	58.87 58.87	58.87	Open	N 04/08/2020

User: MONICAK

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
01416 28362	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-931.00	04/08/2020 MONICAK	04/14/2020	7.59	7.59	Open	N 04/08/2020
	MAINT. - BUILDING			7.59			
12007 28363	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-931.00	04/08/2020 MONICAK	04/14/2020	251.37	251.37	Open	N 04/08/2020
	MAINT. - BUILDING			251.37			
925045 28428	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-740.00	04/08/2020 MONICAK	04/14/2020	246.60	246.60	Open	N 04/08/2020
	OPERATING SUPPLIES			246.60			
925154 28429	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-939.00	04/08/2020 MONICAK	04/14/2020	76.22	76.22	Open	N 04/08/2020
	MAINT. - VEHICLE			76.22			
925648A 28430	LOWE'S COMPANIES, INC. MISC SUPPLIES 206-336-740.00	04/08/2020 MONICAK	04/14/2020	178.59	178.59	Open	N 04/08/2020
	OPERATING SUPPLIES			178.59			
	Total for vendor 500590 - LOWE'S COMPANIES, INC.:			<u>863.88</u>	<u>863.88</u>		

Vendor 500907 - W.E. UPJOHN INSTITUTE FOR:

34054 INV #46 28373	W.E. UPJOHN INSTITUTE FOR PLANNING/ZONING ADMIN 101-400-821.00	04/08/2020 MONICAK	04/14/2020	2,800.00	2,800.00	Open	N 04/08/2020
	PLANNING CONSULTANT			2,800.00			
	Total for vendor 500907 - W.E. UPJOHN INSTITUTE FOR:			<u>2,800.00</u>	<u>2,800.00</u>		

Vendor 500982 - TRANSUNION RISK AND ALTERNATIVE:

040120 28399	TRANSUNION RISK AND ALTERNATIVE ACCT ID #299323 207-301-782.00	04/08/2020 MONICAK	04/14/2020	50.00	50.00	Open	N 04/08/2020
	INVESTIGATIVE OPERATIONS			50.00			
	Total for vendor 500982 - TRANSUNION RISK AND ALTERNATIVE:			<u>50.00</u>	<u>50.00</u>		

Vendor 501122 - XEROX CORPORATION:

099895399 28395	XEROX CORPORATION CUST #724921614 207-301-811.00	04/08/2020 MONICAK	04/14/2020	278.16	278.16	Open	N 04/08/2020
	PURCHASED SERVICE			278.16			

User: MONICAK

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BANK CODE: POOL

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date
099895400 28400	XEROX CORPORATION CUST #724921614 101-200-811.00	04/08/2020 MONICAK	04/14/2020	475.81	475.81	Open	N 04/08/2020
		PURCHASED SERVICE		475.81			
	Total for vendor 501122 - XEROX CORPORATION:			<u>753.97</u>	<u>753.97</u>		

# of Invoices:	72	# Due:	72	Totals:	101,663.30	101,663.30
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					<u>101,663.30</u>	<u>101,663.30</u>

--- TOTALS BY FUND ---

101 - GENERAL	25,049.76	25,049.76
206 - FIRE	12,338.90	12,338.90
207 - POLICE	14,020.02	14,020.02
217 - LIVESCAN/SOR	386.50	386.50
219 - STREET LIGHTS	20,886.87	20,886.87
871 - WATER IMPROVEMENT	13,750.00	13,750.00
883 - SEWER IMPROVEMENT	15,231.25	15,231.25

--- TOTALS BY DEPT/ACTIVITY ---

200 - GENERAL SERVICES_ADMIN	14,669.58	14,669.58
223 - FINANCE	412.50	412.50
265 - MAINTENANCE	791.44	791.44
301 - POLICE	14,406.52	14,406.52
310 - ENFORCEMENT (ORD, UNSAFE BDG	1,085.00	1,085.00
336 - FIRE	12,338.90	12,338.90
400 - PLANNING/ZONING	6,741.00	6,741.00
441 - WATER IMPROVEMENT	13,750.00	13,750.00
446 - STREETS	1,323.00	1,323.00
448 - STREET LIGHTS	20,886.87	20,886.87
520 - SEWER IMPROVEMENT	15,231.25	15,231.25
751 - RECREATION	27.24	27.24

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
 CHECK DATE FROM 03/01/2020 - 03/31/2020

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
03/04/2020	TAX	1659	030420	KALAMAZOO COUNTY	ACT 198/255 - IFT COUNTY	704-000-222.01	486.05
		1659	030420A		COUNTY TRANSPORTATION	704-000-222.04	7.42
		1659	030420B		COUNTY TRANSPORTATION	704-000-222.04	16.77
		1659	030420C		COUNTY TRANSPORTATION	704-000-222.04	41,655.59
							42,165.83
03/04/2020	TAX	1660	030420	KAL. PUBLIC LIBRARY	KAL. LIBRARY	704-000-228.00	283.02
03/04/2020	TAX	1661	030420	KALAMAZOO COUNTY TREASURER	COUNTY OPERATING	704-000-222.00	14,101.40
		1661	030420D		COUNTY OPERATING	704-000-222.00	77.24
		1661	030420J		COUNTY DRAIN	704-000-222.02	4,205.85
		1661	030420E		COUNTY INTEREST	704-000-222.03	448.65
		1661	030420A		CO PUBLIC SAFETY	704-000-222.07	192,690.30
		1661	030420B		CO PUBLIC SAFETY	704-000-222.07	34.20
		1661	030420C		CO PUBLIC SAFETY	704-000-222.07	2,236.64
		1661	030420F		CO SENIOR	704-000-222.09	46,359.56
		1661	030420G		CO SENIOR	704-000-222.09	540.92
		1661	030420H		CO SENIOR	704-000-222.09	8.25
		1661	030420I		CO SENIOR	704-000-222.09	18.65
		1661	030420K		SCH. #01 - S.E.T.	704-000-225.01	8,361.31
		1661	030420L		INT. - SCH. #01 - S.E.T.	704-000-225.08	447.51
		1661	030420M		SCH. #32 - S.E.T.	704-000-226.01	1,428.73
		1661	030420N		INT. - SCH. #32 - S.E.T.	704-000-226.08	85.72
							271,044.93
03/04/2020	TAX	1662	030420O	KALAMAZOO COUNTY TREASURER	SCH. #40 - S.E.T.	704-000-227.01	1,165.70
		1662	030420P		INT. - SCH. #40 - S.E.T.	704-000-227.08	41.80
							1,207.50
03/04/2020	TAX	1663	030420	KAL. VALLEY COMM. COLLEGE	KVCC	704-000-224.00	117.79
03/04/2020	TAX	1664	030420	KRESA	KRESA	704-000-223.00	128.29
		1664	030420A		KRESA	704-000-223.00	322.34
		1664	030420B		KRESA	704-000-223.00	588,780.12
		1664	030420C		KRESA	704-000-223.00	3,094.12
		1664	030420H		KRESA - ACT	704-000-223.01	9,331.41
		1664	030420J		INT. -KRESA	704-000-223.02	128.31
		1664	030420D		KRESA DEBT	704-000-223.03	197.56
		1664	030420E		KRESA DEBT	704-000-223.03	35,590.73
		1664	030420F		KRESA DEBT	704-000-223.03	7.74
		1664	030420G		KRESA DEBT	704-000-223.03	19.47
		1664	030420I		KRESA DEBT - ACT	704-000-223.04	564.10
		1664	030420K		INT. - KRESA DEBT	704-000-223.05	7.76
							638,171.95



CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
03/04/2020	TAX	1665	030420	SCHOOL DISTRICT #1	SCH. #01 - OPERATING	704-000-225.02	968,663.49
		1665	030420A		SCH. #01 - DEBT	704-000-225.03	799,918.76
		1665	030420B		SCH. #01 - DEBT	704-000-225.03	437.77
		1665	030420C		ACT - SCH. #01 - DEBT	704-000-225.07	12,673.10
							1,781,693.12
03/04/2020	TAX	1666	030420	CENTRAL COUNTY TRANSPORTATION	COUNTY TRANSPORTATION	704-000-222.04	1,159.12
		1666	030420A		COUNTY TRANSPORTATION	704-000-222.04	17.73
		1666	030420B		COUNTY TRANSPORTATION	704-000-222.04	40.02
		1666	030420C		COUNTY TRANSPORTATION	704-000-222.04	99,352.35
							100,569.22
03/04/2020	TAX	1667	030420	TWP. OF KALAMAZOO/SHERINE MILTOWNSHIP		704-000-214.00	1,190,517.88
		1667	030420A		TOWNSHIP	704-000-214.00	211.44
		1667	030420B		TOWNSHIP	704-000-214.00	477.35
		1667	030420D		PENALTY 4%	704-000-214.01	5,752.85
		1667	030420C		ACT 198/255 - IFT	704-000-214.02	13,818.62
		1667	030420E		ADMINISTRATIVE FEE	704-000-214.03	53,147.95
		1667	030420F		STREET LIGHTING	704-000-214.04	84,951.33
		1667	030420G		RECYCLING	704-000-214.05	100,541.29
		1667	030420H		STREET RECONSTRUCTION/SIDEWALK	704-000-214.08	368.06
		1667	030420I		TWP SERV-MW/DEMO/FALSEALRMS	704-000-214.12	915.33
		1667	030420J		POLICE CAPITAL IMPROVEMENT	704-000-214.13	92,497.59
		1667	030420K		FIRE CAPITAL IMPROVEMENT	704-000-214.14	154,281.62
		1667	030420L		POLICE OPERATING	704-000-214.15	215,042.82
1667	030420M	BOND- TWP ROADS	704-000-214.17	355,388.17			
							2,267,912.30
03/04/2020	TAX	1668	03/04/2020	THOMPSON, KRISTINE L.	REFUND	704-000-230.00	19.76
03/04/2020	TAX	1669	03/04/2020	MANAWAR, SHAHZAD & SAIMA	REFUND	704-000-230.00	756.85
03/04/2020	POOL	46895	13995-3	ALL CITIES OCC MED	FORFEITURE - OPR	727-000-253.00	60.00
03/04/2020	POOL	46896	022620	BERRIEN COUNTY TREASURER	FORFEITURE - OPR	727-000-253.00	16.92
		46896	021820		FORFEITURE - OPR	727-000-253.00	28.10
		46896	021820A		FORFEITURE - OPR	727-000-253.00	11.00
		46896	021820B		FORFEITURE - OPR	727-000-253.00	80.10
							136.12
03/04/2020	POOL	46897	269962174702	AT&T	FORFEITURE - OPR	727-000-253.00	59.53
03/04/2020	POOL	46898	551-558141	STATE OF MICHIGAN	HIDTA MONEY	727-000-271.00	300.00
03/04/2020	POOL	46899	9848556922	VERIZON WIRELESS	FORFEITURE - OPR	727-000-253.00	342.61

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 CHECK DATE FROM 03/01/2020 - 03/31/2020

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
03/04/2020	POOL	46900	021920	SUSAN A MCCARTHY	FORFEITURE - OPR	727-000-253.00	40.00
03/09/2020	POOL	46901	9726V	SIGNATURE FORD, L-M	NEW EQUIPMENT	810-440-983.00	74,768.00
03/11/2020	TAX	1670	022620	KALAMAZOO COUNTY TREASURER	JUVENILE HOME	704-000-222.05	24,648.21
		1670	022620A		JUVENILE HOME	704-000-222.05	4.35
		1670	022620B		JUVENILE HOME	704-000-222.05	2,860.72
		1670	022620C		JUVENILE HOME	704-000-222.05	9.87
		1670	022620D		COUNTY HOUSING FUND	704-000-222.06	13,211.16
		1670	022620E		COUNTY HOUSING FUND	704-000-222.06	154.24
		1670	022620F		COUNTY HOUSING FUND	704-000-222.06	2.33
		1670	022620G		COUNTY HOUSING FUND	704-000-222.06	5.31
							40,896.19
03/13/2020	TAX	1671	030520	KALAMAZOO COUNTY	COUNTY TRANSPORTATION	704-000-222.04	521.91
03/13/2020	TAX	1672	030520	KAL. PUBLIC LIBRARY	KAL. LIBRARY	704-000-228.00	6,044.25
03/13/2020	TAX	1673	030520	KALAMAZOO COUNTY TREASURER	COUNTY OPERATING	704-000-222.00	2,819.78
		1673	030520B		COUNTY DRAIN	704-000-222.02	117.42
		1673	030520A		COUNTY INTEREST	704-000-222.03	281.58
		1673	030520C		SCH. #01 - S.E.T.	704-000-225.01	5,063.79
		1673	030520D		INT. - SCH. #01 - S.E.T.	704-000-225.08	303.84
		1673	030520E		SCH. #32 - S.E.T.	704-000-226.01	234.69
		1673	030520F		INT. - SCH. #32 - S.E.T.	704-000-226.08	14.08
		1673	030520G		SCH. #40 - S.E.T.	704-000-227.01	879.45
		1673	030520H		INT. - SCH. #40 - S.E.T.	704-000-227.08	52.77
							9,767.40
03/13/2020	TAX	1674	030520	KAL. VALLEY COMM. COLLEGE	KVCC	704-000-224.00	4,663.46
03/13/2020	TAX	1675	030520	KRESA	KRESA	704-000-223.00	1,121.15
		1675	030520A		KRESA	704-000-223.00	8,312.03
		1675	030520D		INT. -KRESA	704-000-223.02	67.28
		1675	030520B		KRESA DEBT	704-000-223.03	67.73
		1675	030520C		KRESA DEBT	704-000-223.03	502.33
		1675	030520E		INT. - KRESA DEBT	704-000-223.05	4.07
							10,074.59
03/13/2020	TAX	1676	030520	PARCHMENT COMM. LIBRARY	PARCHMENT LIBRARY	704-000-229.00	258.00
03/13/2020	TAX	1677	030520	SCHOOL DISTRICT #1	SCH. #01 - OPERATING	704-000-225.02	7,411.30
		1677	030520A		SCH. #01 - DEBT	704-000-225.03	11,288.75
							18,700.05

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 CHECK DATE FROM 03/01/2020 - 03/31/2020

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
03/13/2020	TAX	1678	030520	SCHOOL DISTRICT #32	SCH. #32 - OPERATING	704-000-226.02	704.08
		1678	030520A		SCH. #32 - DEBT	704-000-226.03	195.58
		1678	030520C		INT. - SCH. #32 - OPER.	704-000-226.09	42.24
		1678	030520D		INT. - SCH. #32 - DEBT	704-000-226.10	11.73
		1678	030520B		SCH #32 - SINKING FUND	704-000-226.17	39.11
		1678	030520E		INT. -SCH. #32 - SINKING FUND	704-000-226.18	2.35
							995.09
03/13/2020	TAX	1679	030520	PARCHMENT PUBLIC SCHOOLS	SCH. #40 - OPERATING	704-000-227.02	1,741.46
		1679	030520A		SCH. #40 - DEBT	704-000-227.03	1,320.64
		1679	030520B		INT. - SCH. #40 - OPER.	704-000-227.09	104.48
		1679	030520C		INT. - SCH. #40 - DEBT	704-000-227.10	79.24
							3,245.82
03/13/2020	TAX	1680	030520	CENTRAL COUNTY TRANSPORTATION	COUNTY TRANSPORTATION	704-000-222.04	1,245.03
03/13/2020	TAX	1681	030520	TWP. OF KALAMAZOO/SHERINE MILTOWNSHIP		704-000-214.00	14,845.29
		1681	030520A		PENALTY 4%	704-000-214.01	2,253.47
		1681	030520B		ADMINISTRATIVE FEE	704-000-214.03	790.60
		1681	030520C		STREET LIGHTING	704-000-214.04	958.35
		1681	030520D		RECYCLING	704-000-214.05	3,102.38
		1681	030520E		POLICE CAPITAL IMPROVEMENT	704-000-214.13	1,045.44
		1681	030520F		FIRE CAPITAL IMPROVEMENT	704-000-214.14	1,742.65
		1681	030520G		POLICE OPERATING	704-000-214.15	2,439.73
		1681	030520H		BOND- TWP ROADS	704-000-214.17	4,399.70
							31,577.61
03/13/2020	POOL	46902	031120	FIRESTONE COMPLETE AUTO	MAINT. - VEHICLE	207-301-939.00	3,553.68
03/13/2020	POOL	46903	031120A	FIRESTONE COMPLETE AUTO	MAINT. - VEHICLE	207-301-939.00	283.96
03/13/2020	POOL	46904	022020	PUBLIC MEDIA NETWORK	2% FRANCHISE	701-000-452.00	4,475.54
		46904	022020A		2% FRANCHISE	701-000-452.00	4,475.54
		46904	022020B		2% FRANCHISE	701-000-452.00	25,098.52
		46904	022020C		2% FRANCHISE	701-000-452.00	5,177.34
							39,226.94
03/13/2020	POOL	46905	203853909733	CONSUMERS ENERGY	UTILITIES - NATURAL GAS	101-200-923.00	1,166.20
		46905	201184203216		RAVINE TOWER SITE - ELECTRIC	207-301-921.00	281.79
		46905	204565839873		MAINTENANCE - SEWER	883-520-930.00	26.05
							1,474.04
03/13/2020	POOL	46906	0614877022320	CHARTER COMMUNICATIONS	UTILITIES - CABLE/INTERNET	101-200-922.00	259.42
03/13/2020	POOL	46907	030320	KALAMAZOO COUNTY TREASURER	MISC FEES DUE TO COUNTY	701-000-237.00	1,461.00

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03/13/2020	POOL	46908	DRN19-13	COUNTY OF KALAMAZOO	DISASTER RELIEF	101-425-740.00	12,766.80
03/13/2020	POOL	46909	031320	KATRINA MITCHELL	ROOM RENTAL - INCOME	101-000-667.00	125.00
		46909	031320		DEPOSITS - ROOM RENTALS	701-000-276.01	50.00
							<u>175.00</u>
03/13/2020	POOL	46910	031320	SHANNON BEVILLE	ROOM RENTAL - INCOME	101-000-667.00	125.00
		46910	031320		DEPOSITS - ROOM RENTALS	701-000-276.01	50.00
							<u>175.00</u>
03/13/2020	POOL	46911	031320	VICTOR GONZALEZ	ROOM RENTAL - INCOME	101-000-667.00	125.00
		46911	031320		DEPOSITS - ROOM RENTALS	701-000-276.01	50.00
							<u>175.00</u>
03/13/2020	POOL	46912	031320	LAURA VAUGHN	ROOM RENTAL - INCOME	101-000-667.00	125.00
		46912	031320		DEPOSITS - ROOM RENTALS	701-000-276.01	50.00
							<u>175.00</u>
03/13/2020	POOL	46913	030120	TRANSUNION RISK AND ALTERNATI	INVESTIGATIVE OPERATIONS	207-301-782.00	50.00
03/16/2020	TAX	1682	031620	KALAMAZOO COUNTY TREASURER	COUNTY OPERATING	704-000-222.00	209.33
		1682	031620B		JUVENILE HOME	704-000-222.05	370.23
		1682	031620C		COUNTY HOUSING FUND	704-000-222.06	141.37
		1682	031620A		CO PUBLIC SAFETY	704-000-222.07	2,524.85
		1682	031620D		CO SENIOR	704-000-222.09	613.39
							<u>3,859.17</u>
03/18/2020	ERAD	10001	030320	ST JOSEPH COUNTY SHERIFF	DEPTHIDTA MONEY	727-000-271.00	2,817.42
03/18/2020	ERAD	10002	030220	BERRIEN COUNTY TREASURER	FORFEITURE - OPR	727-000-253.00	6.60
		10002	030320		FORFEITURE - OPR	727-000-253.00	57.40
							<u>64.00</u>
03/18/2020	ERAD	10003	5143	LENS EQUIPMENT	HIDTA MONEY	727-000-271.00	2,676.00
03/18/2020	ERAD	10004	030320	COVERT TOWNSHIP POLICE	DEPARTHIDTA MONEY	727-000-271.00	386.65
03/18/2020	ERAD	10005	030320	KALAMAZOO COUNTY SHERIFF	DEPTHIDTA MONEY	727-000-271.00	823.83
03/18/2020	ERAD	10006	200002885	CITY OF SPRINGFIELD	FORFEITURE - OPR	727-000-253.00	467.00
03/18/2020	ERAD	10007	030320	STURGIS POLICE DEPT.	HIDTA MONEY	727-000-271.00	1,073.72
03/18/2020	ERAD	10008	64152066	WEX BANK	FORFEITURE - OPR	727-000-253.00	1,337.30
03/18/2020	ERAD	10009	030320	SOUTHWEST ENFORCEMENT	FORFEITURE - OPR	727-000-253.00	9,438.57

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03/18/2020	POOL	46914	87452045	ABSOPURE WATER COMPANY	OPERATING SUPPLIES	206-336-740.00	37.50
		46914	87460754		OPERATING SUPPLIES	206-336-740.00	22.00
							59.50
03/18/2020	POOL	46915	031820	BEVERLY COLEMAN	DEPOSITS - ROOM RENTALS	701-000-276.01	50.00
03/18/2020	POOL	46916	203408967163	CONSUMERS ENERGY	UTILITIES - ELECTRIC	101-751-921.00	28.21
		46916	203319953672		UTILITIES - ELECTRIC	206-336-921.01	25.36
		46916	203319953671		UTILITIES - ELECTRIC	206-336-921.01	502.88
		46916	205188798610		UTILITIES - ELECTRIC	206-336-921.02	114.53
		46916	205188798611		UTILITIES - ELECTRIC	206-336-921.02	465.09
		46916	202874977397		UTILITIES - ELECTRIC	206-336-921.03	25.87
		46916	202430047098		UTILITIES - ELECTRIC	206-336-921.03	129.40
		46916	203319953671		UTILITIES - NATURAL GAS	206-336-923.01	610.53
		46916	205188798610		UTILITIES - NATURAL GAS	206-336-923.02	198.78
		46916	205188798609		UTILITIES - NATURAL GAS	206-336-923.02	491.59
		46916	203675951720		UTILITIES - NATURAL GAS	206-336-923.03	285.48
03/18/2020	POOL	46917	I4437727	FERGUSON FACILITIES #3400	OPERATING SUPPLIES	206-336-740.00	45.32
		46917	I4522947		OPERATING SUPPLIES	206-336-740.00	167.01
							212.33
03/18/2020	POOL	46918	0284753030120	CHARTER COMMUNICATIONS	UTILITIES - CABLE/INTERNET	206-336-922.01	101.48
		46918	0026220030120		UTILITIES - CABLE/INTERNET	206-336-922.02	140.27
		46918	0284811030120		UTILITIES - CABLE/INTERNET	206-336-922.02	101.48
		46918	0100199030120		UTILITIES - CABLE/INTERNET	206-336-922.02	54.01
		46918	0025941030120		UTILITIES - CABLE/INTERNET	206-336-922.03	96.89
		46918	00284829030120		UTILITIES - CABLE/INTERNET	206-336-922.04	101.48
							595.61
03/18/2020	POOL	46919	021920	KALAMAZOO CITY TREASURER	UTILITIES - WATER	101-200-927.00	84.40
		46919	021520		UTILITIES - WATER	206-336-927.02	56.92
		46919	021820		UTILITIES - WATER	206-336-927.03	26.32
		46919	022420		UTILITIES - WATER	206-336-927.04	89.52
							257.16
03/18/2020	POOL	46920	022920B	KALAMAZOO OIL CO.	GAS & OIL	101-265-751.00	135.97
		46920	022920A		GAS & OIL	206-336-751.00	791.08
		46920	022920		GAS & OIL	207-301-751.00	1,830.71
							2,757.76
03/18/2020	POOL	46921	269R01129403G	AT&T	RADIO TOWER T1 LINE	207-301-853.02	353.12



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03/18/2020	POOL	46922	167504	RIDGE COMPANY	MAINT. - VEHICLE	206-336-939.00	283.48
		46922	367128		MAINT. - VEHICLE	206-336-939.00	335.20
		46922	160948		MAINT. - VEHICLE	206-336-939.00	7.29
		46922	162938		MAINT. - VEHICLE	206-336-939.00	30.15
		46922	163758		MAINT. - VEHICLE	206-336-939.00	119.16
		46922	165178		MAINT. - VEHICLE	206-336-939.00	47.85
		46922	165669		MAINT. - VEHICLE	206-336-939.00	32.25
							855.38
03/18/2020	POOL	46923	9849559442	VERIZON WIRELESS	TELEPHONE	101-200-853.00	95.48
		46923	9849559442		TELEPHONE	206-336-853.00	419.09
		46923	9849559442		TELEPHONE	207-301-853.00	1,555.56
							2,070.13
03/18/2020	POOL	46924	031320	SHAWN GALLAGHER	COMPENSATION-BD. OF REVIEW	101-209-712.00	520.00
03/18/2020	POOL	46925	031320	JAMES RODBARD	COMPENSATION-BD. OF REVIEW	101-209-712.00	390.00
03/18/2020	POOL	46926	031320	JOHN W. KAILUKAITUS	COMPENSATION-BD. OF REVIEW	101-209-712.00	455.00
03/18/2020	POOL	46927	192246	WINDER POLICE EQUIPMENT	MAINT. - VEHICLE	207-301-939.00	366.00
		46927	192528		MAINT. - VEHICLE	207-301-939.00	439.20
		46927	192765		MAINT. - VEHICLE	207-301-939.00	867.40
							1,672.60
03/18/2020	POOL	46928	120514881	ROSE PEST SOLUTIONS	PURCHASED SERVICE	101-265-811.00	2,595.00
03/18/2020	POOL	46929	34054 INV #44	W.E. UPJOHN INSTITUTE FOR	PLANNING CONSULTANT	101-400-821.00	3,125.00
		46929	34054 INV #45		PLANNING CONSULTANT	101-400-821.00	3,675.00
							6,800.00
03/18/2020	POOL	46930	8057667559	STAPLES ADVANTAGE	OFFICE SUPPLIES	101-209-727.00	202.42
03/18/2020	POOL	46931	0249-006665173	REPUBLIC SERVICES #249	UTILITIES - WASTE/RECYCLE	101-200-924.00	243.25
		46931	0249-006665275		UTILITIES - WASTE/RECYCLE	101-200-924.00	49.00
		46931	0249-006665173		UTILITIES - WASTE/RECYCLE	101-276-924.00	45.50
		46931	0249-006665173		UTILITIES - WASTE/RECYCLE	101-751-924.00	45.50
		46931	0249-006665173		UTILITIES - WASTE/RECYCLE	206-336-924.01	61.50
		46931	0249-006665173		UTILITIES - WASTE/RECYCLE	206-336-924.02	61.50
		46931	0249-006665173		UTILITIES - WASTE/RECYCLE	206-336-924.03	19.29
		46931	0249-006665173		UTILITIES - WASTE/RECYCLE	206-336-924.04	61.50
		46931	0249-006670310		SOLID WASTE	226-527-811.00	42,496.50
							43,083.54
03/18/2020	POOL	46932	031820	ANASTASIA CANTRELL	DEPOSITS - ROOM RENTALS	701-000-276.01	50.00

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		46932	031820A		DEPOSITS - ROOM RENTALS	701-000-276.01	50.00
							100.00
03/26/2020	POOL	46933	030820	ACCIDENT FUND COMPANY	WORKER'S COMP.	101-200-913.00	1,493.01
		46933	022320		WORKER'S COMP.	101-200-913.00	540.76
		46933	030820		INSURANCE - WORKERS COMP	206-336-913.00	13,437.09
		46933	022320		INSURANCE - WORKERS COMP	206-336-913.00	4,866.84
		46933	030820		WORKER'S COMP.	207-301-913.00	22,358.16
		46933	022320		WORKER'S COMP.	207-301-913.00	8,111.40
		46933	030820		WORKER'S COMP.	267-301-913.00	36.99
							50,844.25
03/26/2020	POOL	46934	57947161	ABSOPURE WATER COMPANY	OPERATING SUPPLIES	206-336-740.00	14.00
		46934	57947248		OPERATING SUPPLIES	206-336-740.00	7.00
		46934	87477364		OPERATING SUPPLIES	206-336-740.00	22.00
		46934	57947247		OPERATING SUPPLIES	206-336-740.00	14.00
							57.00
03/26/2020	POOL	46935	35000269	PREMIER SAFETY	MAINT. - MACHINE	206-336-934.00	548.55
		46935	35000247		MAINT. - MACHINE	206-336-934.00	175.17
		46935	35000237		MAINT. - MACHINE	206-336-934.00	173.81
							897.53
03/26/2020	POOL	46936	030420	BAUCKHAM, SPARKS, THALL,	LEGAL SERVICES-BD. MEET.	101-200-826.00	735.00
		46936	030420		LEGAL SERVICE-GEN. TWP.	101-200-827.00	3,804.55
		46936	030420		LEGAL SERVICE	101-209-827.00	125.00
		46936	030420		Legal Service-Gen. Twp.	101-310-827.00	730.00
		46936	030420		LEGAL SERVICES - GEN. TWP.	101-400-827.00	3,127.00
		46936	030420		LEGAL	207-301-827.00	576.00
							9,097.55
03/26/2020	POOL	46937	2506	BILL'S LOCK SHOP, INC.	MAINT. - VEHICLE	206-336-939.00	70.00
03/26/2020	POOL	46938	INV0002070	BEYOND CLOTHING LLC	UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	222.00
03/26/2020	POOL	46939	030420	BRONSON HEALTHCARE GROUP	HEALTH MGMT	207-301-914.00	410.40
03/26/2020	POOL	46940	207145744874	CONSUMERS ENERGY	UTILITIES - ELECTRIC	101-200-921.00	2,966.54
03/26/2020	POOL	46941	205188801404	CONSUMERS ENERGY	UTILITIES - ELECTRIC	219-448-921.00	1,203.93
03/26/2020	POOL	46942	121195	IMAGETREND, INC.	SOFTWARE PROGRAMS	206-336-742.00	1,236.00
03/26/2020	POOL	46943	3291273	EDWARDS INDUSTRIAL SALES, INC	MAINT. - VEHICLE	206-336-939.00	4.82
03/26/2020	POOL	46944	WK013067	FERGUSON FACILITIES #3400	OPERATING SUPPLIES	206-336-740.00	272.98

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		46944	WK013067-1		OPERATING SUPPLIES	206-336-740.00	44.87
		46944	WK013067-2		OPERATING SUPPLIES	206-336-740.00	35.28
							353.13
03/26/2020	POOL	46945	0095704031620	CHARTER COMMUNICATIONS	UTILITIES - CABLE/INTERNET	206-336-922.01	148.11
		46945	0026212031620		UTILITIES - CABLE/INTERNET	206-336-922.04	148.08
							296.19
03/26/2020	POOL	46946	030320	FIRST BANKCARD	WAV KAL COUNTY	206-336-732.00	150.00
		46946	030320		PAYPAL ZOOM SUPPLY	206-336-740.00	52.45
		46946	030320		LABORLAWCENTER	206-336-740.00	179.70
		46946	030320		PAYPAL NIGHTGALAXY	206-336-740.00	213.60
		46946	030320		OPERATING SUPPLIES	206-336-740.00	5,000.00
		46946	030320		PAYPAL FOOJAN1	206-336-747.00	120.81
		46946	030320		ORBITAL TACT	206-336-747.00	74.20
		46946	030320		PAYPAL EBAY.COM	206-336-748.00	606.55
		46946	030320		PAYPAL JONATHANCBR	206-336-748.00	21.20
		46946	030320		ALRO STEEL CORP	206-336-939.00	192.00
		46946	030320		TRACTOR SUPPLY	206-336-939.00	40.26
		46946	030320		WAV KAL COUNTY	206-336-960.00	3,000.00
		46946	030320		NFPA NATL FIRE PROTECT	206-336-960.00	350.00
							10,000.77
03/26/2020	POOL	46947	030320A	FIRST BANKCARD	AMAZON MKTPLC	207-301-727.00	23.90
		46947	030320A		ERGOTRON	207-301-727.00	625.40
		46947	030320A		AMAZON MKTPLC	207-301-732.00	20.30
		46947	030320A		AMAZON.COM	207-301-732.00	17.99
		46947	030320A		SIRCHIE FINGER PRINT	207-301-740.00	433.16
		46947	030320A		AMAZON MKTPLC	207-301-740.00	104.59
		46947	030320A		AMAZON.COM	207-301-747.00	180.15
		46947	030320A		AMAZON MKTPLC	207-301-747.00	132.97
		46947	030320A		AMAZON MKTPLC	207-301-748.00	66.49
		46947	030320A		AMWAY GRAND	207-301-862.00	474.50
		46947	030320A		AMAZON.COM	207-301-862.00	15.85
		46947	030320A		PRIMERA TECHNOLOGY	207-301-934.00	115.75
		46947	030320A		HP.COM STORE	217-301-956.00	1,388.59
							3,599.64
03/26/2020	POOL	46948	030320B	FIRST BANKCARD	SMALL TOOLS & EQUIPMENT	101-215-747.00	40.25
03/26/2020	POOL	46949	21818	FIRE SERVICE MANAGEMENT	PURCHASED & MAINT. SERVICE	206-336-811.00	359.65
03/26/2020	POOL	46950	1855323	GORDON WATER	OPERATING SUPPLIES	101-200-740.00	30.00
		46950	1855323		OPERATING SUPPLIES	207-301-740.00	66.25

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							96.25
03/26/2020	POOL	46951	2052960-0	INTEGRITY BUSINESS SOLUTIONS,	OFFICE SUPPLIES	101-200-727.00	29.10
		46951	2048437-0		OFFICE SUPPLIES	101-200-727.00	119.69
		46951	2046780-0		OFFICE SUPPLIES	101-200-727.00	22.27
		46951	2043514-0		OFFICE SUPPLIES	101-200-727.00	42.59
		46951	2049420-0		OFFICE SUPPLIES	207-301-727.00	98.60
		46951	2048437-0		OFFICE SUPPLIES	207-301-727.00	119.69
							431.94
03/26/2020	POOL	46952	616393	J.P. COOKE COMPANY	OFFICE SUPPLIES	101-200-727.00	142.51
03/26/2020	POOL	46953	20-06-02	KALAMAZOO AREA BUILDING AUTHO	PURCHASED SERVICE	101-310-811.00	220.00
03/26/2020	POOL	46954	0009494732	MLIVE MEDIA GROUP	NOTICES AND PUBLICATIONS	101-200-903.00	286.45
		46954	0009496547		NOTICES AND PUBLICATIONS	101-200-903.00	237.16
		46954	0009513350		NOTICES AND PUBLICATIONS	101-200-903.00	220.73
		46954	0009529602		NOTICES AND PUBLICATIONS	101-200-903.00	250.02
		46954	0009522974		NOTICES AND PUBLICATIONS	101-200-903.00	245.00
		46954	0009493221		NOTICES	101-209-903.00	438.45
		46954	0009493221A		NOTICES	101-209-903.00	364.61
		46954	009493221B		NOTICES	101-209-903.00	364.61
							2,407.03
03/26/2020	POOL	46955	38006	KRESA PRINT CENTER	OFFICE SUPPLIES	207-301-727.00	77.00
03/26/2020	POOL	46956	031520	KALAMAZOO OIL CO.	GAS & OIL	207-301-751.00	1,763.29
03/26/2020	POOL	46957	IN128263	KIESLER'S POLICE SUPPLY, INC.	TUITION/TRAINING	266-320-960.00	818.30
03/26/2020	POOL	46958	24528	MENARDS - KALAMAZOO EAST	OPERATING SUPPLIES	206-336-740.00	32.71
		46958	52.99		OPERATING SUPPLIES	206-336-740.00	52.99
		46958	23623		OPERATING SUPPLIES	206-336-740.00	25.98
		46958	24276		MAINT. - BUILDING	206-336-931.00	39.16
		46958	23214		MAINT. - BUILDING	206-336-931.00	37.86
		46958	22978		MAINT. - BUILDING	206-336-931.00	37.54
		46958	24135		MAINT. - VEHICLE	206-336-939.00	190.74
							416.98
03/26/2020	POOL	46959	10539	MICHIGAN ELECTION RESOURCES	OFFICE SUPPLIES	101-215-727.00	340.19
		46959	10553		PURCHASED SERVICE	101-215-811.00	13.77
							353.96
03/26/2020	POOL	46960	269342197103F	AT&T	TELEPHONE	206-336-853.00	659.27
03/26/2020	POOL	46961	03192020	AT&T MOBILITY	TELEPHONE	206-336-853.00	148.11

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHP OF KALAMAZOO  
 CHECK DATE FROM 03/01/2020 - 03/31/2020

Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
03/26/2020	POOL	46962	2789	MICHIGAN MUNICIPAL POLICE	MAINT. - VEHICLE	207-301-939.00	281.18
		46962	2778		MAINT. - VEHICLE	207-301-939.00	103.50
		46962	2775		MAINT. - VEHICLE	207-301-939.00	298.25
		46962	2786		MAINT. - VEHICLE	207-301-939.00	74.49
		46962	2779		MAINT. - VEHICLE	207-301-939.00	55.97
							813.39
03/26/2020	POOL	46963	21056	MICHIGAN MUNICIPAL LEAGUE	NOTICES AND PUBLICATIONS	101-200-903.00	32.16
03/26/2020	POOL	46964	2940	ROBERT LAMSON, LLC	EMPLOYMENT TESTING	207-301-812.00	465.00
		46964	2933		EMPLOYMENT TESTING	207-301-812.00	790.00
							1,255.00
03/26/2020	POOL	46965	79481029	MCKESSON MEDICAL SURGICAL	OPERATING SUPPLIES	206-336-740.00	17.10
		46965	79496826		OPERATING SUPPLIES	206-336-740.00	1,839.07
							1,856.17
03/26/2020	POOL	46966	6568	MCGRAW MORRIS PC	LEGAL	207-301-827.00	760.00
03/26/2020	POOL	46967	022520	PAAM	TUITION/TRAINING	266-320-960.00	245.00
03/26/2020	POOL	46968	170245	RIDGE COMPANY	MAINT. - VEHICLE	206-336-939.00	132.77
03/26/2020	POOL	46969	030520	OKUN BROTHERS SHOES, INC.	PERSONAL EQUIPMENT ALLOWANCE	206-336-748.00	149.25
03/26/2020	POOL	46970	55187	OIK INDUSTRIES	MAINT. - VEHICLE	206-336-939.00	200.00
03/26/2020	POOL	46971	00940145	PURITY CYLINDER, INC.	OPERATING SUPPLIES	206-336-740.00	90.99
03/26/2020	POOL	46972	021920	R & M AUTO BODY, INC.	MAINT. - VEHICLE	207-301-939.00	281.36
03/26/2020	POOL	46973	101869	SIEGFRIED CRANDALL PC	ACCOUNTING SERVICE	101-223-817.00	287.50
03/26/2020	POOL	46974	551-559283	STATE OF MICHIGAN	SOR EXPENSE	217-301-956.01	210.00
03/26/2020	POOL	46975	551-560192	STATE OF MICHIGAN	LIVESCAN EXPENSE	217-301-956.00	692.00
03/26/2020	POOL	46976	54301	PREIN & NEWHOF, INC.	STREETS & ROADS IMPROV	101-446-969.00	1,176.00
		46976	54261		ENGINEERING FEES	883-520-820.00	128.00
		46976	54262		ENGINEERING FEES	883-520-820.00	1,646.00
							2,950.00
03/26/2020	POOL	46977	E1938041	WITMER PUBLIC SAFETY	PERSONAL EQUIPMENT ALLOWANCE	206-336-748.00	28.46
03/26/2020	POOL	46978	128084	BS & A SOFTWARE	SOFTWARE PROGRAMS	101-901-982.00	6,505.00
03/26/2020	POOL	46979	2020-03-10	SHERRY MULLER	PURCHASED CLEANING SERV.	101-215-816.00	75.00
03/26/2020	POOL	46980	64924	KAYLEE COMPUTER SUPPLIES, INC	SOFTWARE PROGRAMS	207-301-742.00	339.00



Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
03/26/2020	POOL	46981	S0013067	EMERGENCY VEHICLE PRODUCTS	MAINT. - VEHICLE	207-301-939.00	48.55
		46981	S0013032		MAINT. - VEHICLE	207-301-939.00	102.48
							151.03
03/26/2020	POOL	46982	26042704	GALESBURG FORD	MAINT. - VEHICLE	207-301-939.00	44.09
		46982	26042568		MAINT. - VEHICLE	207-301-939.00	44.09
		46982	26042456		MAINT. - VEHICLE	207-301-939.00	40.70
		46982	26042308		MAINT. - VEHICLE	207-301-939.00	44.09
							172.97
03/26/2020	POOL	46983	120514045	ROSE PEST SOLUTIONS	PURCHASED SERVICE	101-200-811.00	72.00
03/26/2020	POOL	46984	443557	HALT FIRE	MAINT. - VEHICLE	206-336-939.00	108.35
03/26/2020	POOL	46985	1FC3F9	PORTAGE CLEANERS AND LAUNDRY	UNIFORM CLEANING	207-301-749.00	1,434.86
03/26/2020	POOL	46986	25659	LOWE'S COMPANIES, INC.	SMALL TOOLS & EQUIPMENT	101-265-747.00	94.05
		46986	25726		SMALL TOOLS & EQUIPMENT	101-265-747.00	331.55
		46986	14461		SMALL TOOLS & EQUIPMENT	101-265-747.00	(170.06)
		46986	25268		OPERATING SUPPLIES	206-336-740.00	26.86
		46986	27949A		SMALL TOOLS & EQUIPMENT	206-336-747.00	94.05
		46986	25693		SMALL TOOLS & EQUIPMENT	206-336-747.00	268.25
		46986	25814		SMALL TOOLS & EQUIPMENT	206-336-747.00	131.24
							775.94
03/26/2020	POOL	46987	006054	MICHIGAN STATE INDUSTRIES	UNIFORMS/PERSONAL EQUIPMENT	207-301-748.00	191.60
03/26/2020	POOL	46988	20041	MOSES FIRE EQUIPMENT, INC.	MAINT. - VEHICLE	206-336-939.00	667.71
03/26/2020	POOL	46989	CMS0022087	GENERAL CODE	PURCHASED SERVICE	101-200-811.00	2,733.00
03/26/2020	POOL	46990	1700606	SUPERIOR BUSINESS SOLUTIONS	OFFICE SUPPLIES	101-200-727.00	215.37
03/26/2020	POOL	46991	099619598	XEROX CORPORATION	PURCHASED SERVICE	101-200-811.00	474.51
		46991	099619597		PURCHASED SERVICE	207-301-811.00	439.61
							914.12
03/26/2020	POOL	46992	031020	KATARINA KUSMACK	ELECTION - INSPECTORS	101-215-712.00	274.53
03/27/2020	ERAD	10010	031820	ST JOSEPH COUNTY SHERIFF DEPTHIDTA MONEY		727-000-271.00	2,459.56
03/27/2020	ERAD	10011	3082833	BOLAND'S BEST ONE THREE RIVER FORFEITURE - OPR		727-000-253.00	316.00
03/27/2020	ERAD	10012	031820	COVERT TOWNSHIP POLICE DEPARTHIDTA MONEY		727-000-271.00	703.00
03/27/2020	ERAD	10013	031820	KALAMAZOO COUNTY SHERIFF DEPTHIDTA MONEY		727-000-271.00	137.31
03/27/2020	ERAD	10014	269962174703	AT&T	FORFEITURE - OPR	727-000-253.00	59.53

User: MONICAK

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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
03/27/2020	ERAD	10015	9850651081	VERIZON WIRELESS	FORFEITURE - OPR	727-000-253.00	342.61
03/27/2020	ERAD	10016	032320	SUSAN A MCCARTHY	FORFEITURE - OPR	727-000-253.00	198.17
		10016	032320A		FORFEITURE - OPR	727-000-253.00	40.00
							238.17
TOTAL - ALL FUNDS					TOTAL OF 138 CHECKS		5,574,329.70

--- GL TOTALS ---

101-000-667.00	ROOM RENTAL - INCOME	500.00
101-200-727.00	OFFICE SUPPLIES	571.53
101-200-740.00	OPERATING SUPPLIES	30.00
101-200-811.00	PURCHASED SERVICE	3,279.51
101-200-826.00	LEGAL SERVICES-BD. MEET.	735.00
101-200-827.00	LEGAL SERVICE-GEN. TWP.	3,804.55
101-200-853.00	TELEPHONE	95.48
101-200-903.00	NOTICES AND PUBLICATIONS	1,271.52
101-200-913.00	WORKER'S COMP.	2,033.77
101-200-921.00	UTILITIES - ELECTRIC	2,966.54
101-200-922.00	UTILITIES - CABLE/INTERNET	259.42
101-200-923.00	UTILITIES - NATURAL GAS	1,166.20
101-200-924.00	UTILITIES - WASTE/RECYCLE	292.25
101-200-927.00	UTILITIES - WATER	84.40
101-209-712.00	COMPENSATION-BD. OF REVIEW	1,365.00
101-209-727.00	OFFICE SUPPLIES	202.42
101-209-827.00	LEGAL SERVICE	125.00
101-209-903.00	NOTICES	1,167.67
101-215-712.00	ELECTION - INSPECTORS	274.53
101-215-727.00	OFFICE SUPPLIES	340.19
101-215-747.00	SMALL TOOLS & EQUIPMENT	40.25
101-215-811.00	PURCHASED SERVICE	13.77
101-215-816.00	PURCHASED CLEANING SERV.	75.00
101-223-817.00	ACCOUNTING SERVICE	287.50
101-265-747.00	SMALL TOOLS & EQUIPMENT	255.54
101-265-751.00	GAS & OIL	135.97
101-265-811.00	PURCHASED SERVICE	2,595.00
101-276-924.00	UTILITIES - WASTE/RECYCLE	45.50
101-310-811.00	PURCHASED SERVICE	220.00
101-310-827.00	LEGAL SERVICE-GEN. TWP.	730.00
101-400-821.00	PLANNING CONSULTANT	6,800.00
101-400-827.00	LEGAL SERVICES - GEN. TWP.	3,127.00
101-425-740.00	DISASTER RELIEF	12,766.80
101-446-969.00	STREETS & ROADS IMPROV	1,176.00
101-751-921.00	UTILITIES - ELECTRIC	28.21
101-751-924.00	UTILITIES - WASTE/RECYCLE	45.50
101-901-982.00	SOFTWARE PROGRAMS	6,505.00
206-336-732.00	DUES/SUBS/PUBL	150.00
206-336-740.00	OPERATING SUPPLIES	8,213.41
206-336-742.00	SOFTWARE PROGRAMS	1,236.00
206-336-747.00	SMALL TOOLS & EQUIPMENT	688.55

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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
206-336-748.00					PERSONAL EQUIPMENT ALLOWANCE		805.46
206-336-751.00					GAS & OIL		791.08
206-336-811.00					PURCHASED & MAINT. SERVICE		359.65
206-336-853.00					TELEPHONE		1,226.47
206-336-913.00					INSURANCE - WORKERS COMP		18,303.93
206-336-921.01					UTILITIES - ELECTRIC		528.24
206-336-921.02					UTILITIES - ELECTRIC		579.62
206-336-921.03					UTILITIES - ELECTRIC		155.27
206-336-922.01					UTILITIES - CABLE/INTERNET		249.59
206-336-922.02					UTILITIES - CABLE/INTERNET		295.76
206-336-922.03					UTILITIES - CABLE/INTERNET		96.89
206-336-922.04					UTILITIES - CABLE/INTERNET		249.56
206-336-923.01					UTILITIES - NATURAL GAS		610.53
206-336-923.02					UTILITIES - NATURAL GAS		690.37
206-336-923.03					UTILITIES - NATURAL GAS		285.48
206-336-924.01					UTILITIES - WASTE/RECYCLE		61.50
206-336-924.02					UTILITIES - WASTE/RECYCLE		61.50
206-336-924.03					UTILITIES - WASTE/RECYCLE		19.29
206-336-924.04					UTILITIES - WASTE/RECYCLE		61.50
206-336-927.02					UTILITIES - WATER		56.92
206-336-927.03					UTILITIES - WATER		26.32
206-336-927.04					UTILITIES - WATER		89.52
206-336-931.00					MAINT. - BUILDING		114.56
206-336-934.00					MAINT. - MACHINE		897.53
206-336-939.00					MAINT. - VEHICLE		2,462.03
206-336-960.00					TUITION/TRAINING		3,350.00
207-301-727.00					OFFICE SUPPLIES		944.59
207-301-732.00					DUES/SUBS/PUBL		38.29
207-301-740.00					OPERATING SUPPLIES		604.00
207-301-742.00					SOFTWARE PROGRAMS		339.00
207-301-747.00					SMALL TOOLS & EQUIPMENT		313.12
207-301-748.00					UNIFORMS/PERSONAL EQUIPMENT		480.09
207-301-749.00					UNIFORM CLEANING		1,434.86
207-301-751.00					GAS & OIL		3,594.00
207-301-782.00					INVESTIGATIVE OPERATIONS		50.00
207-301-811.00					PURCHASED SERVICE		439.61
207-301-812.00					EMPLOYMENT TESTING		1,255.00
207-301-827.00					LEGAL		1,336.00
207-301-853.00					TELEPHONE		1,555.56
207-301-853.02					RADIO TOWER T1 LINE		353.12
207-301-862.00					TRAVEL - CONFERENCES		490.35
207-301-913.00					WORKER'S COMP.		30,469.56
207-301-914.00					HEALTH MGMT		410.40
207-301-921.00					RAVINE TOWER SITE - ELECTRIC		281.79
207-301-934.00					MAINT. - MACHINE		115.75
207-301-939.00					MAINT. - VEHICLE		6,928.99
217-301-956.00					LIVESCAN EXPENSE		2,080.59
217-301-956.01					SOR EXPENSE		210.00
219-448-921.00					UTILITIES - ELECTRIC		1,203.93
226-527-811.00					SOLID WASTE		42,496.50
266-320-960.00					TUITION/TRAINING		1,063.30

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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
267-301-913.00					WORKER'S COMP.		36.99
701-000-237.00					MISC FEES DUE TO COUNTY		1,461.00
701-000-276.01					DEPOSITS - ROOM RENTALS		350.00
701-000-452.00					2% FRANCHISE		39,226.94
704-000-214.00					TOWNSHIP		1,206,051.96
704-000-214.01					PENALTY 4%		8,006.32
704-000-214.02					ACT 198/255 - IFT		13,818.62
704-000-214.03					ADMINISTRATIVE FEE		53,938.55
704-000-214.04					STREET LIGHTING		85,909.68
704-000-214.05					RECYCLING		103,643.67
704-000-214.08					STREET RECONSTRUCTION/SIDEWALK		368.06
704-000-214.12					TWP SERV-MW/DEMO/FALSEALRMS		915.33
704-000-214.13					POLICE CAPITAL IMPROVEMENT		93,543.03
704-000-214.14					FIRE CAPITAL IMPROVEMENT		156,024.27
704-000-214.15					POLICE OPERATING		217,482.55
704-000-214.17					BOND- TWP ROADS		359,787.87
704-000-222.00					COUNTY OPERATING		17,207.75
704-000-222.01					ACT 198/255 - IFT COUNTY		486.05
704-000-222.02					COUNTY DRAIN		4,323.27
704-000-222.03					COUNTY INTEREST		730.23
704-000-222.04					COUNTY TRANSPORTATION		144,015.94
704-000-222.05					JUVENILE HOME		27,893.38
704-000-222.06					COUNTY HOUSING FUND		13,514.41
704-000-222.07					CO PUBLIC SAFETY		197,485.99
704-000-222.09					CO SENIOR		47,540.77
704-000-223.00					KRESA		601,758.05
704-000-223.01					KRESA - ACT		9,331.41
704-000-223.02					INT. -KRESA		195.59
704-000-223.03					KRESA DEBT		36,385.56
704-000-223.04					KRESA DEBT - ACT		564.10
704-000-223.05					INT. - KRESA DEBT		11.83
704-000-224.00					KVCC		4,781.25
704-000-225.01					SCH. #01 - S.E.T.		13,425.10
704-000-225.02					SCH. #01 - OPERATING		976,074.79
704-000-225.03					SCH. #01 - DEBT		811,645.28
704-000-225.07					ACT - SCH. #01 - DEBT		12,673.10
704-000-225.08					INT. - SCH. #01 - S.E.T.		751.35
704-000-226.01					SCH. #32 - S.E.T.		1,663.42
704-000-226.02					SCH. #32 - OPERATING		704.08
704-000-226.03					SCH. #32 - DEBT		195.58
704-000-226.08					INT. - SCH. #32 - S.E.T.		99.80
704-000-226.09					INT. - SCH. #32 - OPER.		42.24
704-000-226.10					INT. - SCH. #32 - DEBT		11.73
704-000-226.17					SCH #32 - SINKING FUND		39.11
704-000-226.18					INT. -SCH. #32 - SINKING FUND		2.35
704-000-227.01					SCH. #40 - S.E.T.		2,045.15
704-000-227.02					SCH. #40 - OPERATING		1,741.46
704-000-227.03					SCH. #40 - DEBT		1,320.64
704-000-227.08					INT. - SCH. #40 - S.E.T.		94.57
704-000-227.09					INT. - SCH. #40 - OPER.		104.48
704-000-227.10					INT. - SCH. #40 - DEBT		79.24

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Check Date	Bank	Check #	Invoice	Payee	Description	GL #	Amount
704-000-228.00				KAL. LIBRARY			6,327.27
704-000-229.00				PARCHMENT LIBRARY			258.00
704-000-230.00				REFUND			776.61
727-000-253.00				FORFEITURE - OPR			12,901.44
727-000-271.00				HIDTA MONEY			11,377.49
810-440-983.00				NEW EQUIPMENT			74,768.00
883-520-820.00				ENGINEERING FEES			1,774.00
883-520-930.00				MAINTENANCE - SEWER			26.05
				TOTAL			5,574,329.70

04/09/2020 Check Register Report For					
For Check Dates 03/01/2020 to 03/31/2020					
				Check	Physical
Check Date	Bank	Check Number	Name	Gross	Check Amount
03/03/2020	POOL	31956	FRATERNAL ORDER OF POLICE #98	1,809.64	1,809.64
03/03/2020	POOL	31957	GREATER KALAMAZOO UNITED WAY	13.00	13.00
03/20/2020	POOL	31958 - 32029	ELECTION WORKERS	11,745.00	11,745.00
03/27/2020	POOL	32030	AMERICAN FAMILY LIFE ASSURANCE CO	598.29	598.29
03/27/2020	POOL	32031	BLUE CROSS BLUE SHIELD OF MICH	30,372.79	30,372.79
03/27/2020	POOL	32032	BLUE CROSS BLUE SHIELD OF MICHIGAN	6,105.68	6,105.68
03/27/2020	POOL	32033	BLUE CROSS BLUE SHIELD OF MICHIGAN	604.79	604.79
03/27/2020	POOL	32034	BLUE CARE NETWORK	28,651.09	28,651.09
03/27/2020	POOL	32035	COLONIAL LIFE	908.23	908.23
03/27/2020	POOL	32036	STANDARD INSURANCE COMPANY PC	5,890.07	5,890.07
03/31/2020	POOL	32037	FRATERNAL ORDER OF POLICE #98	1,720.39	1,720.39
03/31/2020	POOL	32038	GREATER KALAMAZOO UNITED WAY	26.00	26.00
03/03/2020	POOL	EFT1574	BURNHAM & FLOWER GROUP	1,144.58	1,144.58
03/03/2020	POOL	EFT1575	MISDU	277.01	277.01
03/03/2020	POOL	EFT1576	IRS	38,919.05	38,919.05
03/03/2020	POOL	EFT1577	KTPOA	300.00	300.00
03/03/2020	POOL	EFT1578	ALERUS FINANCIAL, N.A.	4,897.27	4,897.27
03/03/2020	POOL	EFT1579	ALERUS FINANCIAL, N.A.	6,293.66	6,293.66
03/17/2020	POOL	EFT1580	BURNHAM & FLOWER GROUP	1,144.58	1,144.58
03/17/2020	POOL	EFT1581	EW FIRE DUES	160.00	160.00
03/17/2020	POOL	EFT1582	MISDU	277.01	277.01
03/17/2020	POOL	EFT1583	IRS	39,191.88	39,191.88
03/17/2020	POOL	EFT1584	KTPOA	280.00	280.00
03/17/2020	POOL	EFT1585	MERS	39,086.55	39,086.55
03/17/2020	POOL	EFT1586	ALERUS FINANCIAL, N.A.	5,234.85	5,234.85
03/17/2020	POOL	EFT1587	ALERUS FINANCIAL, N.A.	10,803.32	10,803.32
03/17/2020	POOL	EFT1588	NW FIRE DUES	320.00	320.00
03/17/2020	POOL	EFT1589	STATE OF MICHIGAN	16,082.62	16,082.62
03/17/2020	POOL	EFT1590	WW FIRE DUES	381.06	381.06
03/31/2020	POOL	EFT1591	BURNHAM & FLOWER GROUP	1,144.58	1,144.58
03/31/2020	POOL	EFT1592	MISDU	277.01	277.01

03/31/2020	POOL	EFT1593	IRS	36,865.35	36,865.35
03/31/2020	POOL	EFT1594	KTPOA	290.00	290.00
03/31/2020	POOL	EFT1595	ALERUS FINANCIAL, N.A.	5,067.03	5,067.03
03/31/2020	POOL	EFT1596	ALERUS FINANCIAL, N.A.	6,301.83	6,301.83
Totals:				303,184.21	303,184.21
	Total Phys	83			
	Total Chec	23			






1720 Riverview Drive  
Kalamazoo, MI 49004-1056  
Tele: (269) 381-8080  
Fax: (269) 381-3550  
www.ktwp.org

**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** 04132020 9A

FOR MEETING DATE: April, 13, 2020

SUBJECT: Sewer Cleaning and CCTV

REQUESTING DEPARTMENT: Manager's

SUGGESTED MOTION:  
To approve the sanitary sewer cleaning and CCTV contract.

Financing Cost: \$60,000

Source:      General Fund \_\_\_\_\_ Grant \_\_\_\_\_ Other CIP for Sewer

Are these funds currently budgeted? Yes \_\_\_\_\_ No \_\_\_\_\_

Other comments or notes:  
The Township's CIP has an approximate budget of \$88,000 for this work in 2020 budget. As part of the Township SAW program the sanitary system was divided into 10 regions. There will also be engineering costs of about \$5,000 with this program.

Submitted by: Manager Mitchell

Manager's Recommendation: Support

Direction: In order for an item to be included in the agenda this form must be completed and signed by the department head, committee chairperson, etc. requesting board action. This form is to be complete and accompany any and all requests submitted to the Kalamazoo Township Board of Trustees for official action. It indicates that the item has received proper administrative consideration prior to its presentation to the Board. The completed form and supporting documentation must be received in the Manager's office NO LATER THAN NOON THE THURSDAY PRECEDING THE NEXT REGULAR BOARD MEETING. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

The mission of Kalamazoo Township is to provide government services that promote a safe, healthy, accessible, and economically viable community to live, work, learn and play.

Sent via email

March 11, 2020  
2190658

Mr. Dexter Mitchell, Manager  
Kalamazoo Charter Township  
1720 Riverview Drive  
Kalamazoo, MI 49004-1099

RE: Kalamazoo Township – Sanitary Sewer Cleaning and Televising & PACP Inspections

Dear Mr. Mitchell:

On February 25th, Kalamazoo Township received proposals to clean and televise sanitary sewer of various sizes within Kalamazoo Township as part of the Township's ongoing O&M program that was incorporated into the Township's Capital Improvement Plan

The intent of these proposals is to establish unit prices for high velocity jet washing and televising pricing for the Township to clean and televise approximately 41,000 LF of sanitary sewer per year (10% of the system).

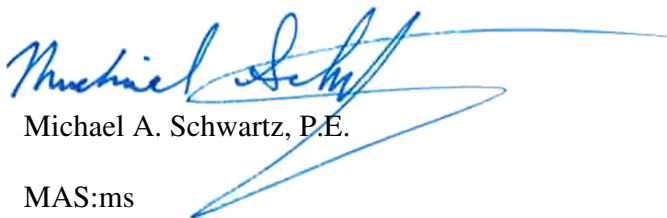
Please find enclosed copies of the proposals the Township received. We have reviewed the bids submitted and recommend award to Taplin Group of Kalamazoo, Michigan.

Note: in the Township's CIP, it was anticipated the Township would spend approximately \$88,000 for this work in the 2020 calendar period. As part of the SAW program the Township's sanitary system was divided into 10 regions for this type of work. As the scope of work is on a unit price basis, we would expect the CCTV and Cleaning costs to be approximate \$55,000 for the "2020 region". There would also be some associated engineering costs that would be performed by our office on a T&M basis related to GIS exports, adding the videos and data into the Township's GIS system, and evaluation of the CCTV data and videos (anticipated around \$5,000).

Following action regarding contract award, the Township will need to execute Taplin's proposal and return it directly to them to authorize the services. If you have any questions, please contact our office.

Sincerely,

**Prein&Newhof**



Michael A. Schwartz, P.E.

MAS:ms

Enclosures



5140 West Michigan Avenue Kalamazoo, MI 49006

February 25, 2020

Dexter Mitchell  
**Kalamazoo Township**  
1720 Riverview Drive  
Kalamazoo, MI 49004-1099  
manager@ktwp.org

**Regarding: Kalamazoo Township- Sanitary Sewer Cleaning and Televising & PACP Inspections**  
*Taplin tracking #10630.0.01*

Mr. Mitchell,

Pursuant to your request, Taplin Group, LLC appreciates the opportunity to submit this proposal for your consideration.

### **SCOPE OF WORK**

It is understood that the intent of this contract is establish unit prices for high velocity jet washing and televising sanitary sewer. It is further understood that the Township plans on addressing approximately 10% or 41,000 lineal feet of sanitary sewer to be maintained each year. The Township's sanitary system is comprised of 413,836 lineal feet of sewer with diameters ranging in size from 8" to 24". The breakdown per pipe size is as follows: 395,098' of 8"-12", 18,152' of 15"-21" and 586' of 24".

Taplin Group will furnish the necessary equipment, supervision and trained operators to conduct the cleaning and televising operations as requested. Taplin has taken into consideration the volume of traffic control required to address many of the areas throughout the collection system. Taplin recognizes that the amount of traffic control that is required will fluctuate per year based on the areas that are to be addressed. This being said, Taplin has provided a traffic control adder that will be exercised only when working within the MDOT ROW or on busier City or County Roads that will require traffic control and/or flagman (this does not include work within subdivisions or residential streets). This adder will only be applied once per section to cover the costs associated with traffic control for the cleaning and televising operations.

Taplin has also taken into consideration that a few of the areas within the overall scope of the project are located off road in remote areas. This being said, Taplin has established an off-road adder that will be exercised only when remote access equipment and additional labor are required to gain access to these areas. As with the traffic control, this adder will only be



5140 West Michigan Avenue Kalamazoo, MI 49006

applied once per section to cover the costs associated with off road access for the cleaning and televising.

It is understood that water for the cleaning operations can be obtained from adjacent fire hydrants throughout the project area as approved by the owner. The debris collected from the cleaning operations will be transported to the City of Kalamazoo Waste Water Treatment plant where it will be dumped on the drying beds. The costs associated with transporting the debris to the waste water treatment is included in the unit costs below.

Upon completion of each year's forecasted work, Taplin will provide the inspection data in the format described within the project specifications.

## HEALTH AND SAFETY

The Taplin team embraces the Loss Prevention System (LPSTM) behavioral based safety program – LPSTM will be the key around which worker safety will be achieved on this project. All of the site personnel onsite will be trained in the ELKS System.

Taplin team operations will be conducted with safety at the forefront of every move, under the oversight of the Taplin Health and Safety Officer. This person's primary responsibility will be to implement the ELKS system on the site and inspect and evaluate the activities onsite to ensure safety of all employees. Taplin will also have a corporate health and safety officer perform safety audits at each site. The information and lessons learned from our site safety audits will be implemented immediately and be carried forward to the other sites.

The ELKS behavioral based system puts the implementation of safety initiatives in the hands of the people who can make a difference – the field staff. Management provides the stewardship and structure while the field staff puts it into motion through the various ELKS tools such as:

1. JSA – Job Safety Analysis – Identification of all associated hazards related to each task of a project by the safety department. This document precipitates a field document called an STHA, (Site Task Hazard Analysis). The STHA is prepared and implemented by the field staff. The STHA is a living document that changes as the project evolves. As the project conditions change the document is altered and all involved are informed.
2. LPO - Loss Prevention Observation – The LPO is a peer review of a task being conducted. The observer reads the JSA and STHA prior to the observation. The observer then documents the observation relative to its adherence to the JSA and STHA as well as providing input as to how the operation can be executed safer or improved in some other way. These observations are then shared with the party being observed.
3. SPSA – Self Performance Self Assessment – A self performance self assessment simply asks each person to:



5140 West Michigan Avenue Kalamazoo, MI 49006

- a. ASSESS the risk
  - i. What could go wrong?
  - ii. What is the worst thing that could happen if something does go wrong?
- b. ANALYZE how to reduce the risk
  - i. Do I have all the necessary training and knowledge to do this job safely?
  - ii. Do I have all the proper tools and personal protective equipment?
- c. ACT to ensure safe operations
  - i. Take necessary action to ensure the job is done safely!
  - ii. Follow written procedures!
  - iii. Ask for assistance, if needed!

Any near losses, losses or questionable behavior are documented at which point a root-cause analysis is conducted. The findings of these analyses are communicated throughout the entire company on a weekly basis through conference calls involving all project management and weekly meetings of upper management.

### PRICING

Item	Description	Unit	Rate
1	Jetting of sanitary mains (8-inch to 12-inch)	LFT	\$0.57
2	Jetting of sanitary mains (15-inch to 21-inch)	LFT	\$0.76
3	Jetting of sanitary mains (24-inch)	LFT	\$0.99
5	Televising & PACP Inspections of sanitary mains (8-inch to 12-inch)	LFT	\$0.57
6	Televising & PACP Inspections of sanitary mains (15-inch to 21-inch)	LFT	\$0.60
7	Televising & PACP Inspections of sanitary mains (24-inch)	LFT	\$0.59
8	Traffic Control Adder	LFT	\$0.66
9	Off Road Adder	LFT	\$0.67

### TERMS AND CONTINGENCIES

- Customer to provide water service from adjacent fire hydrants at no cost to Taplin.
- Taplin Group will utilize PACP standards during the CCTV investigation.
- A signed Taplin Group Professional Services Agreement (PSA) or purchase order (PO) issued by Customer, incorporating the terms and conditions included in this proposal, must be in place prior to project scheduling.

- Change Orders. All change orders or amendments to this Agreement become effective only upon acceptance by Contractor and Customer. No modifications shall be accepted in any other way
- Payment. Terms are net thirty (30) days from invoice date. No discount rebates or credits may be taken unless agreed to by Contractor in writing. Invoices paid beyond thirty (30) days after invoice date will incur a service charge of one and one-half percent (1-½%) per month on the unpaid balance, or, if lower, the highest percentage amount allowable by law. Contractor may suspend Services if Customer does not pay every invoice promptly and in full. At its discretion, Contractor may also require payment in full or satisfactory security prior to performance of any Services.
- This proposal is deemed proprietary information and its contents, including pricing may not be disclosed to any entity outside of the person addressed to without written permission by Taplin.

**EXCLUSIONS**

- Performance and Payment Bond, however, same can be provided on a cost reimbursement basis.
- Any items of work not specifically included or referenced in this proposal shall not be our responsibility.
- Bid is awarded as a single project
- Default or delay in the completion of the work when caused by strike, riot, weather, war, terrorism, Act of God, site access restrictions or other similar circumstances beyond our control

Thank you again for the opportunity to present this proposal. Please do not hesitate to contact me at (313) 695.1047 with any questions or clarification you might require. To indicate your acceptance of this proposal, please sign below and either email or fax it back to (269) 375-2830.

Submitted by:  
**TAPLIN CONTRACTING SERVICES, LLC**



David Balogh  
 Vice President of Underground Infrastructure Services

<b>Accepted By:</b>	
<b>Signature:</b>	
<b>Date</b>	

<b>Contact Name:</b>	Dexter Mitchell	<b>Quote #:</b>	Q-C1D-40F-EA9B
<b>Customer Name:</b>	Kalamazoo Township	<b>Date:</b>	02/25/2020
<b>Customer Address:</b>	1720 Riverview Drive Kalamazoo, MI 49004	<b>Prepared By:</b>	Jeff Root
<b>Office Phone:</b>	269.381.8080	<b>Office Phone:</b>	616-877-3930
<b>Mobile Phone:</b>		<b>Mobile Phone:</b>	(616) 813-0873
<b>Customer Email:</b>	manager@ktwp.org	<b>Email:</b>	jroot@plummersenv.com

**Statement of Work:**

We hereby submit a proposal to clean and PACP video inspect approximately 41,000 LF of 8" - 24" Sanitary sewer main per year.

Sewer cleaning will be completed by high pressure water jetting and vacuuming the debris from the sewer. We will provide you with one of our Vactor 2100+ combination jet/vacuum machines and operators to clean each section of sewer before the sewer is inspected. All solid waste removed from the sewer will be manifested to local, state and federal regulations, transported and disposed of at our EPA Licensed Centralized Waste Treatment Facility in Byron Center, MI. Water for jetting will be provided at no cost to PES from multiple hydrants throughout the Township.

All pipeline video inspections will be performed by one of our NASSCO certified PACP inspectors. All sewers will be inspected utilizing one of our IBAK mainline tractor cameras. Inspections will be recorded and PACP coded through Pipelogix a NASSCO certified software. We will provide you with a digital copy of the video inspections along with the PACP database.

GIS integration is included in our PACP Inspection. GIS integration will be accomplished with our sewer inspections to accurately map defects, codes, and observations to pipe sections and link pipe videos and pictures to the database to provide a multidimensional analysis of the current assets in the collections system. We will integrate your database with Pipelogix to give you a new database with layers that show where each defect, code, and observation is on your map. We will provide a sewer mains shapefile layer and sewer conditions shapefile layer each with information in the attributes table required by PACP, including date, weather, rating, location, etc.

Services:				
Description	Est Qty	Price	UOM	Est Amt
Cleaning of Sanitary Mains (8 inch -12 inch)	0.00	\$0.680000	LF	\$0.00
Cleaning of Sanitary Mains (15 inch -21 inch)	0.00	\$1.060000	LF	\$0.00
Cleaning of Sanitary Mains (24 inch)	0.00	\$1.900000	LF	\$0.00
Televising and PACP Inspection of Sanitary Mains (8 inch -12 inch)	0.00	\$0.500000	LF	\$0.00
Televising and PACP Inspection of Sanitary Mains (15 inch -21 inch)	0.00	\$0.600000	LF	\$0.00
Televising and PACP Inspection of Sanitary Mains (24 inch)	0.00	\$0.700000	LF	\$0.00
<b>Sub-Total:</b>				<b>\$0.00</b>

Summary of Estimated Charges	
Category	Est Total
Services	\$0.00
<b>Total Estimated Charges</b>	<b>\$0.00</b>

**STANDARD TERMS AND CONDITIONS**

In this agreement "you", "your" and the "Customer" refer to the person signing this Contract ("Contract") with Plummer's Environmental Services Inc. ("Company").

- You agree to purchase the material and services described in this Contract from the Company at the price and according to the terms stated in this Contract.
- A service charge of 1 1/2% per month (18% per year) will be paid on past due amounts starting thirty (30) days after the invoice date. If Customer desires to pay invoice by credit card, an additional 3% credit card processing fee will be added to Customer's invoice.
- All material is guaranteed to be as specified. All work to be completed in a good, workmanlike manner according to standard practices and using the standard of care commonly used by environmental professionals and by-product transporters practicing in the State of Michigan. Company's workers are fully covered by Worker's Compensation insurance. In the event of cancellation of a job in progress by Customer, Customer will reimburse Company for all labor and/or material costs. Company shall have the right to stop work if payments are not made when due. Company shall be held harmless from all liabilities related to the hold up during such period.
- All terms and conditions in this Contract supersede any other terms and conditions, prior proposals or prior bids. This written Contract constitutes the complete integration of all statements and agreements relating to the Contract and there are no representations or warranties other than those expressly incorporated herein nor is this Contract dependent upon or subject to any conditions or approvals precedent or subsequent not herein stated. No subsequent agreement relating hereto shall be binding upon Customer or Company unless in writing and signed by the party being bound.
- If Customer requests changes, alteration or deviation from specifications involving extra cost, such work will only be performed upon written change orders, and will become an extra charge over and above the Contract price. Company may, by giving written notice to Customer, terminate this Contract if Customer breaches this Contract and such breach is not cured within a reasonable period (in any event such period not to exceed thirty days) or such breach is not capable of being cured within a reasonable period.
- The actual completion time is contingent upon access to Customer's facility, labor strikes, material shortages, accidents, weather, acts of God, changes caused by a body of government, and the like. Change orders will affect the time necessary for completion. Company shall not be liable for any damages suffered by Customer as a result of any delay occasioned by these contingencies.
- EXCEPT AS EXPRESSLY STATED HEREIN, THERE ARE NO OTHER WARRANTIES, EXPRESS OR IMPLIED, BY OPERATIONS OF LAW OR OTHERWISE, OF THE MATERIALS OR**

SERVICES FURNISHED UNDER THIS CONTRACT BY COMPANY. COMPANY SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTY OF MERCHANTABILITY OF FITNESS FOR A PARTICULAR PURPOSE OR ARISING FROM A COURSE OF DEALING OR USAGE OR TRADE. COMPANY SHALL HAVE NO OTHER LIABILITY TO CUSTOMER IN CONNECTION WITH THE MATERIALS OR SERVICES FURNISHED UNDER THIS CONTRACT, INCLUDING WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, ANY LIABILITY FOR DIRECT, INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES OR ANY INJURY OR DAMAGES TO PERSONS AND PROPERTY.

8. Customer shall maintain at its sole cost and expense insurance policies meeting the minimum insurance levels set forth below and shall provide certificates of such insurance evidencing the limits and expiration dates upon request;

- a. Worker's Compensations - in accordance with applicable statutory requirements;
- b. Commercial General Liability - not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate,
- c. Automobile Liability - not less than \$1,000,000 per occurrence;

All policies of insurance shall name Plummer's Environmental Services, Inc. as an additional insured and will provide Plummer's thirty (30) days prior written notice of cancellation.

9. All issues concerning the construction, validity, enforcement and interpretation of this Contract shall be governed by and construed in accordance with the laws of the State of Michigan. The parties agree that venue is hereby exclusively established in the County of Kent, State of Michigan for any dispute or claim arising out of this Contract. Company, if it prevails in any action shall be entitled to all reasonable attorneys' fees, costs and other expenses incurred in such action and in any subsequent efforts to collect the amount awarded.

10. Any portion of this Contract found to be not enforceable by a court of competent jurisdiction will not invalidate the remaining portions of this Contract. Any term of this Contract which is found to be ambiguous shall not be construed against the Company. Nothing herein shall exclude any other rights or remedies to which Company is entitled by law or equity.

11. Customer agrees to indemnify and hold Company harmless, and assume any legal liability to defend Company, its agents, employees, officers and members from any claim or action by any third party arising out of the performance of work pursuant to this Contract except those claims or actions arising out of incidents caused by employees or agents of the Company.

12. All the terms and provisions of this Contract shall be binding upon, shall inure to the benefit of, and shall be enforceable by the respective heirs, beneficiaries, personal representatives, successors and assigns of the parties to this Contract. This Contract is for the benefit of the parties, their successors and assigns, and is not for the benefit of any third party.

13. Plummer's Environmental Services is not responsible for any sewer back up on private or commercial properties while cleaning sewer lines due to inadequate ventilation on the owners sewer.

---

**Name:** Dexter Mitchell

**Signature:**

X \_\_\_\_\_

**Date:**





1720 Riverview Drive  
Kalamazoo, MI 49004-1056  
Tele: (269) 381-8080  
Fax: (269) 381-3550  
www.ktwp.org

**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** 03132020 9B

FOR MEETING DATE: April 13, 2020

SUBJECT: Adopt Ordinance No. 622 amending the Rental Property Registration Ordinance

REQUESTING DEPARTMENT: Trustee Strebs/Manager Mitchell

**SUGGESTED MOTION:**

Adopt Ordinance No. 622 amending the Rental Property Registration Ordinance.

Financing Cost: \_\_\_\_\_

Source:        General Fund \_\_\_\_\_ Grant \_\_\_\_\_ Other \_\_\_\_\_

Are these funds currently budgeted? Yes \_\_\_\_\_ No \_\_\_\_\_

**Other comments or notes:**

The Township Board accepted proposed Ordinance 522 amending the rental property registration ordinance for first reading on March 23, 2020. The Ordinance requires a registration for each building, provides for inspection fees to be paid by the property owner; requires inspection for all new rentals and those previous rentals that have not been rented for a year or more, and amends the penalty provision to provide that unpaid inspection fees are also a violation of the ordinance.

Submitted by: Manager/Strebs

Manager's Recommendation: yes.

**Direction:** In order for an item to be included in the agenda this form must be completed and signed by the department head, committee chairperson, etc. requesting board action. This form is to be complete and accompany any and all requests submitted to the Kalamazoo Township Board of Trustees for official action. It indicates that the item has received proper administrative consideration prior to its presentation to the Board. The completed form and supporting documentation must be received in the Manager's office NO LATER THAN NOON THE THURSDAY PRECEDING THE NEXT REGULAR BOARD MEETING. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

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**KALAMAZOO CHARTER TOWNSHIP**

**KALAMAZOO COUNTY, MICHIGAN**

**ORDINANCE NO. 622**

**ADOPTED:** \_\_\_\_\_

**EFFECTIVE:** \_\_\_\_\_

An ordinance to amend the Rental Properties Maintenance Ordinance (Ordinance No. 551) to change the title; to require registration and fees for each building within a multi-building complex; to require that the landlord pay inspection fees; to provide for penalties for non-payment of inspection fees; and to provide an effective date.

**THE CHARTER TOWNSHIP OF KALAMAZOO,  
KALAMAZOO COUNTY, MICHIGAN**

**ORDAINS:**

**SECTION 1**

**AMENDMENT TO ORDINANCE NO. 551, SECTION V. "REGISTRATION"**

- A. Subsection A. of Section V. "Registration" of Ordinance No. 551 "Rental Properties Maintenance Ordinance", is hereby amended in its entirety to read as follows:
- "No dwelling shall be leased or occupied in whole or in part for rental purposes unless it is first registered with the Township as provide in this Ordinance. "
- B. Subsections D through H of Section V. "Registration" of Ordinance No. 551 "Rental Properties Maintenance" is are hereby re-lettered in their respective order to Subsections E. through I., with the new Subsection I containing the wording from the Ordinance's Subsection H therein.
- C. Subsection C of Section V. "Registration" of Ordinance No. 551 "Rental Properties Maintenance Ordinance" is hereby re-lettered to Section "D".
- D. Subsection B of Section V. "Registration" of Ordinance No. 551 "Rental Properties Maintenance Ordinance" is hereby re-lettered to Section "C".

- E. Subsection B. of Section V. "Registration" of Ordinance No. 551 "Rental Properties Maintenance Ordinance" is hereby amended to read as follows:

"A separate registration and fee shall be required for each building within a multi-building complex, such as an apartment complex."

- F. Subsection C. of Section V. "Registration" of Ordinance No. 551 "Rental Properties Maintenance Ordinance", is hereby amended by adding subsection 3, to read as follows:

"3. Owner-occupied units of a duplex or triplex shall not require registration; however separate units which are rented shall be registered as provided herein."

The remainder of subsection C shall remain unchanged.

- G. 1. The first sentence of Subsection D. of Section V. "Registration" of Ordinance No. 551 "Rental Properties Maintenance Ordinance", is hereby amended to read as follows:

"Applications for Rental Registration shall be submitted to the Township Treasurer or his/her designee along with an Application Fee established by resolution of the Township Board, which shall approximate the costs to the township of maintaining the registration program and which is separate from Construction Code Enforcing Agency Inspection fees."

2. Subsection 6 of Subsection D. of Section V. "Registration" of Ordinance No. 551 "Rental Properties Maintenance Ordinance", is hereby amended to read as follows:

"6. A declaration that the maximum number of tenants the owner will allow to occupy the rental dwelling will not exceed the number permitted by the building code and zoning ordinance."

- H. Subsection E. of Section V. "Registration" of Ordinance No. 551 "Rental Properties Maintenance Ordinance", is hereby amended by the addition of the following sentence at the end of the subsection, which shall read as follows:

"A building code inspection to establish compliance with the standards contained in this ordinance shall be required for all first-time registrants. Such inspection shall be made by the Construction Code Enforcing Agency or its designee. Units which were previously registered, but which have been unregistered for a period of one or more years shall require an initial building code inspection."

- I. A new sentence is hereby added the end of Subsection G. of Section V. "Registration" of Ordinance No. 5512 "Rental Properties Maintenance Ordinance" to read as follows:

"All separate buildings within a multi-unit complex shall be required to provide a separate registration application and fee commencing on October 1, 2020."

The remainder of subsection G. shall remain unchanged.

**SECTION 2**  
**AMENDMENT TO ORDINANCE NO. 551, SECTION IX**

The first paragraph of Section IX "Sanctions" of Ordinance No. 551 "Rental Properties Maintenance Ordinance", is hereby amended to read as follows:

"Any person, owner, landlord, or company or corporation who violates any of the provisions or requirements of this Ordinance, including but not limited to failing to register or failing to pay an inspection fee within 30 days after invoicing, shall be deemed to be responsible for a municipal civil infraction as defined by a civil fine in accordance with the following schedule: "

The remainder of Section IX shall remain unchanged.

**SECTION 3**  
**AMENDMENT TO SECTION 1 "TITLE" OF ORDINANCE**

Section I "Title" of Ordinance No. 551 "Rental Properties Maintenance Ordinance" is hereby amended to read as follows;

"This Ordinance shall hereafter be referred to and cited as the "Kalamazoo Charter Township Rental Properties Registration, Maintenance and Inspection Ordinance".

**SECTION 4**  
**AMENDMENT TO ORDINANCE NO. 551, SECTION VII**

Section VII "Inspections" of Ordinance No. 551 "Rental Properties Maintenance Ordinance (is hereby amended to read, in its entirety, as follows:

**"Authority to inspect.** The Construction Code Enforcing Agency and/or its designee shall have the authority to inspect any rental housing unit at the request of a landlord or tenant. In addition, the Construction Code Enforcing Agency may conduct an inspection of a rental dwelling, including all individual units within a multi-unit building if the building official has a reasonable suspicion that the rental dwelling or any portion thereof is in

violation of this Ordinance. The Construction Code Enforcing Agency shall make initial inspection of all new rental units and renewed rental units as described in Section V.F. of this Ordinance. The Construction Code Enforcing Agency shall additionally have cause to inspect each rental unit in a rental dwelling including each unit in a multi-unit building if there are three (3) or more verified violations (separated by time or unit) of Section IV of this Ordinance over the two (2) year inspection period

**Rental Inspection Fees.** Rental property inspection fees by the Construction Code Enforcing Agency are charged per rental unit to the Township. The Township shall be reimbursed by the owner of each said unit for any inspection fee incurred for that unit. The Township Board shall, by resolution, establish the rental property inspection fees approximating that charged by the Construction Code Enforcing Agency. Inspection Fees incurred by the Township shall be invoiced to the registered owner of the building and shall be paid within 30 days. Failure to pay an inspection fee shall be deemed to be a violation of this Ordinance. “

#### **SECTION 5** **SEVERABILITY**

Should any section, clause or provision of this Ordinance be declared unconstitutional, illegal or of no force and effect by a court of competent jurisdiction, then and in that event such portion thereof shall not be deemed to affect the validity of any other part or portion of this Ordinance.

#### **SECTION 6** **SAVINGS CLAUSE**

Any prosecution presently pending under a provision of Ordinance No. 551 which is amended by this ordinance for actions taken or made prior to the effective date of the amendment shall be retained and may be prosecuted to their normal conclusion under the ordinance provision as it existing prior to amendment.

#### **SECTION 7** **EFFECTIVE DATE**

This Ordinance shall take effect the day after publication of a summary hereof, after adoption, as required by law.

Mark E. Miller, Clerk  
Kalamazoo Charter Township  
1720 Riverview Drive  
Kalamazoo, MI 49004



1720 Riverview Drive  
Kalamazoo, MI 49004-1056  
Tele: (269) 381-8080  
Fax: (269) 381-3550  
www.ktwp.org

**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** 04132020 9C

FOR MEETING DATE: April 13, 2020

SUBJECT: Ordinance Amending Solar Energy Provisions

REQUESTING DEPARTMENT: Planning Commission/Manager

**SUGGESTED MOTION:**

Accept proposed Ordinance 612 amending the solar energy provisions of the Township Zoning Ordinance for first reading.

Financing Cost: \_\_\_\_\_

Source:        General Fund \_\_\_\_\_ Grant \_\_\_\_\_ Other \_\_\_\_\_

Are these funds currently budgeted? Yes \_\_\_\_\_ No \_\_\_\_\_

**Other comments or notes:**

The Planning Commission took up the proposed amendments to the solar energy provisions at its meeting of March 5, 2020. Attached are the changes to the solar energy provisions as recommended by the Planning Commission, including the removal of zoning districts and "residential" as a standard. If accepted for first reading, the ordinance will be placed on the agenda for potential adoption at the next regular board meeting.

Submitted by: Planning Commission/Manager

Manager's Recommendation: Support

**Direction:** In order for an item to be included in the agenda this form must be completed and signed by the department head, committee chairperson, etc. requesting board action. This form is to be complete and accompany any and all requests submitted to the Kalamazoo Township Board of Trustees for official action. It indicates that the item has received proper administrative consideration prior to its presentation to the Board. The completed form and supporting documentation must be received in the Manager's office NO LATER THAN NOON THE THURSDAY PRECEDING THE NEXT REGULAR BOARD MEETING. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

The mission of Kalamazoo Township is to provide government services that promote a safe, healthy, accessible, and economically viable community to live, work, learn and play.

d. Solar Energy Systems

- a. **Purpose:** It is the purpose of this sub-section to promote the safe, effective, and efficient use of solar energy systems to generate electricity. Further, it is the purpose of this sub-section to standardize and streamline the review and permitting process for solar energy systems.
- b. **Findings:** The Township recognizes that solar energy is an abundant, renewable, and nonpolluting energy resource of which some residents and utility companies would like to make use. Generation of electricity by these facilities will reduce dependence on non-renewable energy resources and decrease air and water pollution that results from the use of conventional fossil fuels. Solar energy systems will also enhance the reliability and power quality of the power grid, reduce peak power demands, and help diversify the Township's energy supply.
- c. **Definitions:**
- i. A "solar energy system," in the context of this ordinance, means the solar panels and associated technology needed to harness the sun's energy and make it usable.
  - ii. A "solar panel" is a flat panel that uses arrays of photovoltaic cells to convert sunlight into electricity.
  - iii. A "utility grade" solar energy system is one that is operated by a utility operator, government entity or for commercial sale that produces energy for the grid.

d. **Solar Energy Systems – Residential On-Site Use (20 kW or less):**

- i. **Roof-Mounted Solar Energy Systems:** Roof- and building-mounted solar energy systems for on-site use are permitted accessory structures in all zoning districts, subject to the following regulations:
  - **Height:** Roof-mounted systems shall not extend more than four (4) feet above the roofline. Solar energy systems shall not protrude beyond the edge of the roof.
  - **Building Permit:** A building permit shall be required for installation of roof- and building-mounted systems.
- ii. **Ground-Mounted Solar Energy Systems:** Ground mounted and freestanding solar energy systems for residential on-site use are permitted accessory structures in all zoning districts, subject to the following regulations:
  - **Location and Setbacks:** Where feasible, ground mounted solar energy systems shall be located to the rear of the dwelling unit. In the event that proper solar orientation cannot be achieved to the rear, a solar energy system may be located on the side of the dwelling unit. Solar energy systems shall also meet the minimum setbacks of the zoning district.
  - **Height:** The height of the solar energy system and any mounts shall not exceed fifteen (15) feet when oriented at maximum tilt.
  - **Screening.** Landscaping shall be provided to screen the racking from view on all sides.
  - **Building Permit:** A building permit shall be required for any ground-mounted solar energy system.
- iii. **Area:** Ground-mounted solar energy systems shall be subject to the maximum lot coverage standards of the zoning district. Such structures shall be subject to the limitations for accessory buildings in Section 2.03 D. and the table for Accessory Structures in Section 25.02.
- iii. **Batteries:** When solar storage batteries are included as part of the solar collector system, they must be placed in a secure container or enclosure when in use, and when no longer used shall be disposed of in accordance with applicable laws and regulations.
- iv. **Removal:** If a solar energy system ceases to perform its intended function (generating electricity) for more than twelve (12) consecutive months, the property owner shall remove the collectors, mounts, and associated equipment and facilities no later than ninety (90) days after the end of the twelve (12) month period. Where the removal has not been lawfully completed as required above, and after at least thirty (30) days written notice, the Township may remove or secure the removal of the solar energy system or portion thereof, with the Township's actual cost and reasonable administrative charges to be placed as a lien on the property. A lien on the

required above, and after at least thirty (30) days written notice, the Township may remove or secure the removal of the solar energy system or portion thereof, with the Township's actual cost and reasonable administrative charges to be placed as a lien on the property. A lien on the property shall be superior to all other liens except taxes.

e. **Solar Energy Facilities – Utility Grade (over 20 kW, operated by a utility company or government entity or for any commercial use or sale of energy):**

i. **Ground-Mounted Solar Energy Systems:** Ground mounted and freestanding solar energy systems over 20 kW capacity are permitted subject to Special Land Use approval and subject to the following regulations:

- **Location and Setbacks:** The solar energy system shall not be located closer to the street than any portion of the principal building, and shall meet the minimum front, side and rear yard setbacks of the zoning district. No more than 20% of the total lot area may be covered by a ground-mounted solar energy system.
- **Height:** The height of the solar energy system and any mounts shall not exceed fifteen (15) feet when oriented at maximum tilt.
- **Screening.** Landscaping shall be provided to screen the racking from view on all sides.
- **Building Permit:** A building permit shall be required for any ground-mounted solar energy system.
- **Area:** Ground-mounted solar energy systems are structures and shall be subject to the maximum lot coverage standards of the zoning district.

ii. **Batteries:** When solar storage batteries are included as part of the solar collector system, they must be placed in a secure container or enclosure when in use, and when no longer used shall be disposed of in accordance with applicable laws and regulations.

iii. **Removal:** If a solar energy system ceases to perform its intended function (generating electricity) for more than twelve (12) consecutive months, the operator shall remove the collectors, mounts, and associated equipment and facilities no later than ninety (90) days after the end of the twelve (12) month period. Where the removal has not been lawfully completed as required above, and after at least thirty (30) days written notice, the Township may remove or secure the removal of the solar energy system or portion thereof, with the Township's actual cost and reasonable administrative charges to be placed as a lien on the property. A lien on the property shall be superior to all other liens except taxes.

iv. **Performance Bond:** A performance bond shall be required by the Township to assure performance in accordance with these requirements, adequate insurance coverage, decommissioning, and removal of the solar system. The amount of the bond shall be determined based on the value of the project and the estimated cost of removal.





#### D. Solar Energy Systems

- a. **Purpose:** It is the purpose of this sub-section to promote the safe, effective, and efficient use of solar energy systems to generate electricity. Further, it is the purpose of this sub-section to standardize and streamline the review and permitting process for solar energy systems.
- b. **Findings:** The Township recognizes that solar energy is an abundant, renewable, and nonpolluting energy resource of which some residents and utility companies would like to make use. Generation of electricity by these facilities will reduce dependence on non-renewable energy resources and decrease air and water pollution that results from the use of conventional fossil fuels. Solar energy systems will also enhance the reliability and power quality of the power grid, reduce peak power demands, and help diversify the Township's energy supply.
- c. **Definitions:**
  - i. A "solar energy system," in the context of this ordinance, means the solar panels and associated technology needed to harness the sun's energy and make it usable.
  - ii. A "solar panel" is a flat panel that uses arrays of photovoltaic cells to convert sunlight into electricity.
  - iii. A "utility grade" solar energy system is one that is operated by a utility operator, government entity or for commercial sale that produces energy for the grid.

#### d. Solar Energy Systems –On-Site Use (20 kW or less):

- i. **Roof-Mounted Solar Energy Systems:** Roof- and building-mounted solar energy systems for on-site use are permitted accessory structures in all zoning districts, subject to the following regulations:
  - **Height:** Roof-mounted systems shall not extend more than four (4) feet above the roofline. Solar energy systems shall not protrude beyond the edge of the roof.
  - **Building Permit:** A building permit shall be required for installation of roof- and building-mounted systems.
- ii. **Ground-Mounted Solar Energy Systems:** Ground mounted and freestanding solar energy systems for on-site use are permitted accessory structures in all zoning districts, subject to the following regulations:
  - **Location and Setbacks:** Where feasible, ground mounted solar energy systems shall be located to the rear of the dwelling unit. In the event that proper solar orientation cannot be achieved to the rear, a solar energy system may be located on the side of the dwelling unit. Solar energy systems shall also meet the minimum setbacks of the zoning district.
  - **Height:** The height of the solar energy system and any mounts shall not exceed fifteen (15) feet when oriented at maximum tilt.
  - **Screening.** Landscaping shall be provided to screen the racking from view on all sides.
  - **Building Permit:** A building permit shall be required for any ground-mounted solar energy system.

- ii. **Area:** Ground-mounted solar energy systems shall be subject to the maximum lot coverage standards of the zoning district. Such structures shall be subject to the limitations for accessory buildings in Section 2.03 D. and the table for Accessory Structures in Section 25.02.
  - iii. **Batteries:** When solar storage batteries are included as part of the solar collector system, they must be placed in a secure container or enclosure when in use, and when no longer used shall be disposed of in accordance with applicable laws and regulations.
  - iv. **Removal:** If a solar energy system ceases to perform its intended function (generating electricity) for more than twelve (12) consecutive months, the property owner shall remove the collectors, mounts, and associated equipment and facilities no later than ninety (90) days after the end of the twelve (12) month period. Where the removal has not been lawfully completed as required above, and after at least thirty (30) days written notice, the Township may remove or secure the removal of the solar energy system or portion thereof, with the Township's actual cost and reasonable administrative charges to be placed as a lien on the property. A lien on the property shall be superior to all other liens except taxes.
- e. **Solar Energy Facilities – Utility Grade (over 20 kW, operated by a utility company or government entity or for any commercial use or sale of energy):**
- i. **Ground-Mounted Solar Energy Systems:** Ground mounted and freestanding solar energy systems over 20 kW capacity are permitted subject to Special Land Use approval and subject to the following regulations:
    - **Location and Setbacks:** The solar energy system shall not be located closer to the street than any portion of the principal building, and shall meet the minimum front, side and rear yard setbacks of the zoning district. No more than 20% of the total lot area may be covered by a ground-mounted solar energy system.
    - **Height:** The height of the solar energy system and any mounts shall not exceed fifteen (15) feet when oriented at maximum tilt.
    - **Screening.** Landscaping shall be provided to screen the racking from view on all sides.
    - **Building Permit:** A building permit shall be required for any ground-mounted solar energy system.
    - **Area:** Ground-mounted solar energy systems are structures and shall be subject to the maximum lot coverage standards of the zoning district.
  - ii. **Batteries:** When solar storage batteries are included as part of the solar collector system, they must be placed in a secure container or enclosure when in use, and when no longer used shall be disposed of in accordance with applicable laws and regulations.
  - iii. **Removal:** If a solar energy system ceases to perform its intended function (generating electricity) for more than twelve (12) consecutive months, the operator shall remove the collectors, mounts, and associated equipment and facilities no later than ninety (90) days after the end of the twelve (12) month period. Where the removal has not been lawfully completed as required above, and after at least thirty (30) days written notice, the Township may remove or secure the removal of the solar energy system or portion thereof, with the Township's actual cost and reasonable administrative charges to be placed as a lien on the property. A lien on the property shall be superior to all other liens except taxes.
  - iv. **Performance Bond:** A performance bond shall be required by the Township to assure performance in accordance with these requirements, adequate insurance coverage, decommissioning, and removal of the solar system. The amount of the bond shall be determined based on the value of

iv. **Performance Bond:** A performance bond shall be required by the Township to assure performance in accordance with these requirements, adequate insurance coverage, decommissioning, and removal of the solar system. The amount of the bond shall be determined based on the value of the project and the estimated cost of removal.

Text with ordinance amendments incorporated into it.

**KALAMAZOO CHARTER TOWNSHIP**

**KALAMAZOO COUNTY, MICHIGAN**

**ORDINANCE NO. 612**

**ADOPTED:** \_\_\_\_\_

**EFFECTIVE:** \_\_\_\_\_

**AMENDMENT TO KALAMAZOO CHARTER TOWNSHIP ZONING ORDINANCE**

An Ordinance to increase the kilowatt limit set for on-site use solar energy systems; to provide an effective date; and to repeal all ordinances or parts of ordinances in conflict herewith.

**THE CHARTER TOWNSHIP OF KALAMAZOO**

**KALAMAZOO COUNTY, MICHIGAN**

**ORDAINS:**

**SECTION I**

**AMENDMENT OF ARTICLE 8 “SITE DEVELOPMENT STANDARDS APPLICABLE TO SPECIFIC USES”, SECTION TT “WIND AND SOLAR RENEWABLE ENERGY SYSTEMS”, SUBSECTION 2 “SOLAR ENERGY SYSTEMS”, OF THE KALAMAZOO CHARTER TOWNSHIP ZONING ORDINANCE**

A. Article 8 “Site Development Standards Applicable to Specific Uses”, Section TT “Wind and Solar Renewable Energy Systems”, Subsection 2 “Solar Energy Systems”, subsection B “Findings” is hereby amended by the elimination of the phrase “has found” and the replacement thereof with the word “recognizes”.

B. The introductory subsection heading for Article 8 “Site Development Standards Applicable to Specific Uses”, Section TT “Wind and Solar Renewable Energy Systems”, Subsection 2 “Solar Energy Systems”, Subsection d is hereby amended to read as follows:

“d. Solar Energy Systems – On-Site Use (20 kW or less):”

C. Article 8 “Site Development Standards Applicable to Specific Uses”, Section TT “Wind and Solar Renewable Energy Systems”, Subsection 2 “Solar Energy Systems”, Subsection C. iii. is hereby amended to read as follows:

“A “utility grade” solar energy system is one that is operated by a utility operator, government entity or for commercial that produces energy for the grid”.

D. Article 8 “Site Development Standards Applicable to Specific Uses”, Section TT “Wind and Solar Renewable Energy Systems”, Subsection 2 “Solar Energy Systems”, Subsection d. ii “area” is hereby amended to read:

“Ground-mounted solar energy systems shall be subject to the maximum lot coverage standards of the zoning district. Such structures shall be subject to the limitations for accessory buildings in Section 2.03 D. and the table for Accessory Structures in Section 25.02.”

E. Article 8 “Site Development Standards Related to Specific Uses”, Section TT “Wind and Solar Renewable Energy Systems”, subsection 2 “Solar Energy Systems”

E. Article 8 “Site Development Standards Related to Specific Uses”, Section TT “Wind and Solar Renewable Energy Systems”, subsection 2 “Solar Energy Systems”, Subsection e. is hereby amended to read:

“**e. Solar Energy Facilities**—Utility Grade (over 20 kW), operated by a utility company or government entity or for any commercial use or sale of energy:

- i. **Ground-Mounted Solar Energy Systems:** Ground mounted and freestanding solar energy systems over 20 kW capacity are permitted subject to Special Land Use approval and subject to the following regulations:
  - **Location and Setbacks:** The solar energy system shall not be located closer to the street than any portion of the principal building, and shall meet the minimum front, side and rear yard setbacks of the zoning district. No more than 20% of the total lot area may be covered by a ground-mounted solar energy system.
  - **Height:** The height of the solar energy system and any mounts shall not exceed fifteen (15) feet when oriented at maximum tilt.
  - **Screening.** Landscaping shall be provided to screen the racking from view on all sides.
  - **Building Permit:** A building permit shall be required for any ground-mounted solar energy system.
  - **Area:** Ground-mounted solar energy systems are structures and shall be subject to the maximum lot coverage standards of the zoning district.
- ii. **Batteries:** When solar storage batteries are included as part of the solar collector system, they must be placed in a secure container or enclosure when in use, and when no longer used shall be disposed of in accordance with applicable laws and regulations.
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- iv. **Performance Bond.** A performance bond shall be required by the Township to assure performance in accordance with these requirements, adequate insurance coverage, decommissioning, and removal of the solar system. The amount of the bond shall be determined based on the value of the project and the estimated cost of removal.”

F. Article 8 “Site Development Standards Related to Specific Uses”, Section TT “Wind and Solar Renewable Energy Systems”, subsection 2 “Solar Energy Systems”, Subsection f. is hereby eliminated.

## **SECTION II**

### **EFFECTIVE DATE AND REPEAL**

This ordinance shall take effect eight days following proper publication of notice of its adoption in accordance with and subject to Michigan Public Act 110 of 2006. All parts of ordinances in conflict herewith are hereby repealed.

**KALAMAZOO CHARTER TOWNSHIP**  
Mark E. Miller, Township Clerk  
1720 Riverview Drive  
Kalamazoo, MI 49004  
269-381-8080  
[www.ktwp.org](http://www.ktwp.org)





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Kalamazoo, MI 49004-1056  
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**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** 04132020 9D

FOR MEETING DATE: April 13, 2020

SUBJECT: Earth Day Proclamation

REQUESTING DEPARTMENT: Kalamazoo Township Board of Trustees

**SUGGESTED MOTION:**

To approve proclamation expressing support for honoring Earth Day.

Financing Cost: \_\_\_\_\_

Source:      General Fund \_\_\_\_\_ Grant \_\_\_\_\_ Other \_\_\_\_\_

Are these funds currently budgeted? Yes \_\_\_\_\_ No \_\_\_\_\_

**Other comments or notes:**

Earth Day activities have change the way we interact with the environment which has lead to the creation of: Environment Protection Agency, Clean Water Act, Clean Air Act and endangered Species Act.

Submitted by: Trustee Leigh

Manager's Recommendation: Support

**Direction:** In order for an item to be included in the agenda this form must be completed and signed by the department head, committee chairperson, etc. requesting board action. This form is to be complete and accompany any and all requests submitted to the Kalamazoo Township Board of Trustees for official action. It indicates that the item has received proper administrative consideration prior to its presentation to the Board. The completed form and supporting documentation must be received in the Manager's office NO LATER THAN NOON THE THURSDAY PRECEDING THE NEXT REGULAR BOARD MEETING. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

The mission of Kalamazoo Township is to provide government services that promote a safe, healthy, accessible, and economically viable community to live, work, learn and play.



**CHARTER TOWNSHIP OF KALAMAZOO  
KALAMAZAOO COUNTY, MICHIGAN**

April 13, 2020

PROCLAMATION EXPRESSING SUPPORT FOR HONORING EARTH DAY

**Whereas**, Earth Day was first celebrated fifty years ago on April 22, 1970;

**Whereas**, after witnessing years of environmental neglect, millions of people of all ages, walks of life, and political affiliations gathered in cities across the Globe on the first Earth Day to demand basic protections for our planet and to commit to leaving behind a healthier world for the next generation;

**Whereas**, Earth Day united people who had been fighting against oil spills, polluting factories and power plants, raw sewage and toxic dumps, the loss of wildlife, and other environmental ills;

**Whereas**, that work continues today, Fifty years later;

**Whereas**, the voices of inaugural Earth Day participants galvanized an unparalleled period of legislative and grassroots activity that changed the way we interact with the environment, leading to the creation of the Environmental Protection Agency, and passage of legislation such as the Clean Water Act, the Clean Air Act, and the Endangered Species Act;

**Whereas**, new and continuing challenges, including climate change, polluted oceans and waterways, loss of forest, wetlands, and other wildlife habitats, reinforce the need for adequate protections for the air we breathe, the water we drink, the land we inhabit, and the animals we live alongside;

**Whereas**, the Charter Township of Kalamazoo in June 2019, in its Climate Emergency Declaration, acknowledged the impact of climate change occurring in our community;

**Whereas**, Earth Day reminds us we must not pass a world beyond repair to our children: Now, therefore, be it

**Now Therefore be it hereby Proclaimed**, that the Charter Township of Kalamazoo Board of Trustees:

(1) proclaims April 22, 2020 as Earth Day; and

(2) proclaims our local activities during April 18 thru April 25, as Earth Week, in celebration of this 50th Anniversary.

(3) encourages all people to mark Earth Week by working to address environmental challenges large and small, from climate change to litter; to educate their friends, neighbors, and elected representatives about the need for year-round action; and

(4) urges governments and peoples around the world to continue building upon the Paris Agreement and other efforts to ensure that future generations inherit a livable, sustainable, and ecologically rich planet Earth

Motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to adopt the foregoing Resolution.

Upon roll call vote the following voted “Aye”:

The following voted “Nay”:

The following were absent:

The Supervisor declared the motion carried and the resolution duly adopted.

#### CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted at a regular meeting of the Kalamazoo Charter Township Board held on \_\_\_\_\_ that the meeting was conducted and public notice of the meeting was given pursuant to and in compliance with the Michigan Open Meetings Act; that a quorum of the Board was present and voted in favor of the resolution; and that the minutes of the meeting will be or have been made available as required by the Open Meetings Act.

\_\_\_\_\_  
Mark E. Miller, Clerk  
Charter Township of Kalamazoo  
Kalamazoo County, Michigan



1720 Riverview Drive  
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**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** 04132020 9E

FOR MEETING DATE: April 13, 2020

SUBJECT: Ballot Language for Township Charter Millage Renewal

REQUESTING DEPARTMENT: Clerk

**SUGGESTED MOTION:**

Adopt resolution for 8.9691 Charter Millage, authorize transmittal to County Clerk.

Financing Cost: \_\_\_\_\_

Source:      General Fund \_\_\_\_\_ Grant \_\_\_\_\_ Other \_\_\_\_\_

Are these funds currently budgeted? Yes \_\_\_\_\_ No \_\_\_\_\_

**Other comments or notes:**

Kalamazoo Township's Charter (operating) millage expired for collection in December 2019. Voter approval is necessary for the renewal of the operating millage. If adopted, the resolution will be sent to the County Clerk with a request to place it on the August 4, 2020 election ballot.

Submitted by: Clerk/Legal

Manager's Recommendation: yes

**Direction:** In order for an item to be included in the agenda this form must be completed and signed by the department head, committee chairperson, etc. requesting board action. This form is to be complete and accompany any and all requests submitted to the Kalamazoo Township Board of Trustees for official action. It indicates that the item has received proper administrative consideration prior to its presentation to the Board. The completed form and supporting documentation must be received in the Manager's office NO LATER THAN NOON THE THURSDAY PRECEDING THE NEXT REGULAR BOARD MEETING. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

The mission of Kalamazoo Township is to provide government services that promote a safe, healthy, accessible, and economically viable community to live, work, learn and play.

**PROPOSAL TO ESTABLISH AUTHORIZED CHARTER MILLAGE**

Shall the authorized charter millage of the Charter Township of Kalamazoo be established at 8.9691 mills (\$8.9691 per \$1,000 of taxable value) upon taxable real and tangible personal property within the Township, such new additional millage to replace previously expired authorized millage levied at the identical level in 2019 and such millage to be levied pursuant to budget in the years 2020 through 2023 inclusive for the general operation of the Township and to offset state revenue sharing reductions, which total if levied will raise in the first year of levy an estimated \$4,178, 457?

YES { }

NO { }

**CHARTER TOWNSHIP OF KALAMAZOO  
KALAMAZOO COUNTY, MICHIGAN**

**RESOLUTION TO ADOPT MILLAGE BALLOT LANGUAGE**

**April 13, 2020**

BE IT HEREBY RESOLVED that the Township Board of the Charter Township of Kalamazoo hereby approves the following millage ballot language and directs the Clerk to submit it to the County Clerk to be placed on the August 4, 2020 election ballot:

**PROPOSAL TO ESTABLISH AUTHORIZED CHARTER MILLAGE**

Shall the authorized charter millage of the Charter Township of Kalamazoo be established at 8.9691 mills (\$8.9691 per \$1,000 of taxable value) upon taxable real and tangible personal property within the Township, such new additional millage to replace previously expired authorized millage levied at the identical level in 2019 and such millage to be levied pursuant to budget in the years 2020 through 2023 inclusive for the general operation of the Township and to offset state revenue sharing reductions, which total if levied will raise in the first year of levy an estimated \$4,178,457?

YES { }

NO { }

Motion was made by \_\_\_\_\_, supported by \_\_\_\_\_, to adopt the foregoing resolution. Upon roll call vote the following voted "aye":

The following voted "nay":

The Supervisor declared the Resolution duly adopted.

Charter Township of Kalamazoo

\_\_\_\_\_  
Mark E. Miller, Clerk  
Charter Township of Kalamazoo

**CERTIFICATE**

The undersigned, Mark E. Miller, the duly elected and acting Clerk of the Charter Township of Kalamazoo hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Township Board of Kalamazoo Township

on April 13, 2020 , the original of which resolution is on file in my office, at which meeting a quorum was present, that said meeting was conducted in accordance with the Open Meetings Act of the State of Michigan and that the members of said Board voted upon said Resolution as hereinbefore set forth and that the minutes of the meeting will be or have been made available as required by the Open Meetings Act.

---

Mark E. Miller, Clerk  
Charter Township of Kalamazoo

Attest:

---

Donald Martin, Supervisor



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**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** 04132020 9F

FOR MEETING DATE: April 13, 2020

SUBJECT: Jeremy Hathcock Resignation

REQUESTING DEPARTMENT: Manager

**SUGGESTED MOTION:**

To accept the resignation of Jeremy Hathcock from the Board of Trustees of Kalamazoo Township.

Financing Cost: \_\_\_\_\_

Source:      General Fund \_\_\_\_\_ Grant \_\_\_\_\_ Other \_\_\_\_\_

Are these funds currently budgeted? Yes \_\_\_\_\_ No \_\_\_\_\_

Other comments or notes:

Submitted by: Jeremy Hathcock

Manager's Recommendation: Support

Direction: In order for an item to be included in the agenda this form must be completed and signed by the department head, committee chairperson, etc. requesting board action. This form is to be complete and accompany any and all requests submitted to the Kalamazoo Township Board of Trustees for official action. It indicates that the item has received proper administrative consideration prior to its presentation to the Board. The completed form and supporting documentation must be received in the Manager's office NO LATER THAN NOON THE THURSDAY PRECEDING THE NEXT REGULAR BOARD MEETING. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

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**AGENDA ITEM REQUEST FORM**

**AGENDA ITEM NO:** 04132020 9G

FOR MEETING DATE: April 13, 2020

SUBJECT: Appointment to the Election Commission

REQUESTING DEPARTMENT: Clerk's

**SUGGESTED MOTION:**

To appoint named Trustee to the Election Commission of Kalamazoo Township.

Financing Cost: \_\_\_\_\_

Source:      General Fund \_\_\_\_\_ Grant \_\_\_\_\_ Other \_\_\_\_\_

Are these funds currently budgeted? Yes \_\_\_\_\_ No \_\_\_\_\_

**Other comments or notes:**

Jeremy Hathcock had been serving on the Election Commission and so a replacement needs to be named.

Submitted by: Clerk Mark Miller

**Manager's Recommendation:**

Direction: In order for an item to be included in the agenda this form must be completed and signed by the department head, committee chairperson, etc. requesting board action. This form is to be complete and accompany any and all requests submitted to the Kalamazoo Township Board of Trustees for official action. It indicates that the item has received proper administrative consideration prior to its presentation to the Board. The completed form and supporting documentation must be received in the Manager's office NO LATER THAN NOON THE THURSDAY PRECEDING THE NEXT REGULAR BOARD MEETING. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

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