# **Charter Township of Oakland**

4393 Collins Road, Rochester, Michigan 48306-1670 Telephone: (248) 651-4440 Fax: (248) 651-1510 www.oaklandtownship.org



### BOARD OF TRUSTEES NOTICE AND AGENDA Tuesday, April 23, 2019

### 7:00 PM - REGULAR PUBLIC MEETING

I.	Pledge of Allegiance to the Flag and Roll Call	
II.	Announcements and Proclamations	
III.	Amendments to the Agenda/Approval of the Agenda	
IV.	Public Comment for items not on the Agenda	
V.	CONSENT AGENDA:	
	Approval of Minutes	
	a. April 8, 2019 Special	2
	b. April 9, 2019 Closed	4
	c. April 9, 2019 Regular	6
	2. Approval of Bills	
	a. April 10, 2019 in the amount of \$45,317.45	11
	b. April 17, 2019 in the amount of \$38,417.35	17
	c. April 23, 2019 in the amount of \$602,265.51	23
	3. Equalization Contract Renewal	31
	4. Resolution for Adopting Local Support Plan	46
	5. Approval of Hammond Easement Use Agreement	48
VI.	OLD BUSINESS	
VII.	PENDING BUSINESS	
	Township Manager Selection	53
	<ol><li>Historic District Commission (HDC) Request for Approval of Contract Award for Shed Concrete Pad</li></ol>	62
	3. Safety Paths and Trails Committee (SPTC) Reappointments	65
	4. Fire Study Update	72
	5. Gilbert Litigation Discussion	
	6. Compensation Discussion	90
	7. Board Discussion About the 4/17/19 RCOC Strategy Meeting	97
VIII.	Public Comment for items not on the Agenda	
IX.	Township Manager's Report	138
Χ.	Board Reports & Correspondence: Supervisor, Clerk, Treasurer, Trustees	
XI.	Adjournment	

### **CALL TO ORDER**

The April 8, 2019 Special Meeting of the Charter Township of Oakland Board of Trustees was called to order by Supervisor Bailey at 7:00 PM in the Township Hall, 4393 Collins Rd., Rochester, MI.

### **ROLL CALL**

Clerk Reilly called the Roll.

Members Present: Michael Bailey, Supervisor

Karen Reilly, Clerk

Jeanne Langlois, Treasurer

Robin Buxar, Trustee Frank Ferriolo, Trustee John Giannangeli, Trustee Lana Mangiapane, Trustee

Absent: None

Also Present: Jamie Moore, Interim Township Manager

Jaymes Vettraino, GovHR USA Cari Neubeck, Deputy Clerk

A quorum was present.

### AMENDMENTS/APPROVAL OF THE AGENDA

MOTION by Buxar, supported by Mangiapane to approve the agenda as presented.

Motion carried unanimously.

### PENDING BUSINESS

### 1. Introduction: Jaymes Vettraino

Jaymes Vettraino with GovHR USA, discussed with the Board the schedule of the evening's events.

### 2. Second Interviews: Manager Candidates

The Board interviewed the following candidates for the manager position:

Adam Kline Anthony Moggio

### 3. Board Discussion

MOTION by Mangiapane, supported by Buxar to recess at 9:05 PM.

The Board reconvened at 9:10 PM and held a brief discussion on the next steps in the process.

### **PUBLIC COMMENT**

There was no public comment.

### **ADJOURNMENT**

MOTION by Langlois, supported by Buxar to adjourn the Special Meeting at 9:24 PM.

Motion carried unanimously.

### **NEXT SCHEDULED MEETING**

Tuesday, April 9, 2019 at 7:00 P.M.

Oakland Township Hall – 1st Floor Meeting Room

Respectfully submitted,

Approved,

Karen Reilly, Clerk Board of Trustees Michael Bailey, Supervisor Board of Trustees

### **CALL TO ORDER**

The April 9, 2019 Closed Session of the Charter Township of Oakland Board of Trustees was called to order by Supervisor Bailey at 6:00 PM in the Township Hall, 4393 Collins Rd., Rochester, Ml.

### PLEDGE OF ALLEGIANCE AND ROLL CALL

Clerk Reilly called the Roll.

Members Present: Michael Bailey, Supervisor

Karen Reilly, Clerk

Jeanne Langlois, Treasurer Robin Buxar, Trustee Frank Ferriolo, Trustee John Giannangeli, Trustee Lana Mangiapane, Trustee

Members Absent: None

Also Present: Jamie Moore, Interim Township Manager

Dan Kelly, Township Attorney

Matt Hocking, PEA

A quorum was present.

MOTION by Giannangeli, supported by Mangiapane to approve the agenda as amended.

Motion carried unanimously.

### **CLOSED SESSION**

MOTION by Giannangeli, supported by Mangiapane to approve going into closed session at 6:02 PM for the purpose of reviewing a legal opinion regarding the transfer of property, to consult with the township attorney regarding labor negotiations and fire wage adjustments.

Vote on the motion: Ayes: Bailey, Buxar, Ferriolo, Giannangeli, Langlois,

Mangiapane, Reilly

Absent: None

Motion carried unanimously.

### MEETING RECONVENED

MOTION by Langlois, supported by Buxar to reconvene into open session at 6:47 PM.

Motion carried unanimously.

### **ADJOURNMENT**

MOTION by Langlois, supported by Buxar to adjourn the meeting at 6:48 PM.

Motion carried unanimously.

### **NEXT SCHEDULED MEETING**

Tuesday, April 9, 2019 at 7:00 P.M. Oakland Township Hall – 1<sup>st</sup> Floor Meeting Room

Respectfully submitted,

Approved,

Karen Reilly, Clerk Board of Trustees Michael Bailey, Supervisor Board of Trustees

### **CALL TO ORDER**

The April 9, 2019 Regular Meeting of the Charter Township of Oakland Board of Trustees was called to order by Supervisor Bailey at 7:00 PM in the Township Hall, 4393 Collins Rd., Rochester, MI.

### PLEDGE OF ALLEGIANCE AND ROLL CALL

Supervisor Bailey led the reciting of The Pledge of Allegiance.

Clerk Reilly called the Roll.

Members Present: Michael Bailey, Supervisor

Karen Reilly, Clerk

Jeanne Langlois, Treasurer

Robin Buxar, Trustee Frank Ferriolo, Trustee John Giannangeli, Trustee Lana Mangiapane, Trustee

Absent: None

Also Present: Jamie Moore, Interim Township Manager

Dan Kelly, Township Attorney Cari Neubeck, Deputy Clerk

A quorum was present.

### ANNOUNCEMENTS AND PROCLAMATIONS

Supervisor Bailey read a commendation received from Tom Tanghe, Auburn Hills City Manager on the assistance provided from our Fire Department during a February 26th fire.

He further announced the first NoHaz event is scheduled for Saturday, April 13<sup>th</sup> at Oxford Middle School.

### AMENDMENTS/APPROVAL OF THE AGENDA

The Board held a discussion regarding the following changes:

- Addition of Background & Introduction to Pending Business Item #1 RCOC Gravel Maintenance,
- Addition of Pending Business #7 Set Date for Discussion of Township Manager Candidate Interviews.
- 3. Removal of Pending Business #5 Paid on Call Firefighter Compensation

MOTION by Buxar, supported by Langlois to approve the agenda as amended. Motion carried unanimously.

### PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

The Board heard public comment from: John Markel – 245 Birch Hill Dr.

### **CONSENT AGENDA**

MOTION by Langlois, supported by Buxar to approve the Consent Agenda as read.

- 1. Approval of Minutes
  - a) March 25, 2019 Special
  - b) March 26, 2019 Closed
  - c) March 26, 2019 Regular
- 2. Approval of Bills
  - a) April 3, 2019 in the amount of \$11,745.15
  - b) April 8, 2019 in the amount of \$22,896.32
  - c) April 9, 2019 in the amount of \$325,762.82

Motion carried unanimously.

### **OLD BUSINESS**

There was no Old Business to discuss.

### PENDING BUSINESS

### 1. Road Commission for Oakland County (RCOC) - Gravel Maintenance

A. Background and Introduction and Response to Supervisors Questions:

The Board heard a presentation from:

Darryl Heid – RCOC Highway Maintenance Director

Dave Lewis – RCOC Superintendent

Christian Wyman – RCOC Maintenance Foreman

The Board held a discussion regarding this agenda item.

Supervisor Bailey requested of the Road Commission a gravel tonnage recommendation for maintenance during the 2019 season. An estimate would be provided to Ms. Moore by April 15<sup>th</sup>.

### 2. 2019 Dust Control

MOTION by Ferriolo, supported by Buxar to allow the Oakland County Road Commission to deal with the dust control program in a number of six (6) applications for the year 2019 at a cost referenced in the letter dated February 6, 2019 to Dale Stuart.

Motion carried unanimously.

# 3. Request for Working Hours Exception – Gunn Road and Adams Road Intersection Improvements Project

MOTION by Buxar, supported by Langlois to permit the Road Commission of Oakland County to work on Saturdays for the duration of the Gunn Road and Adams Road Intersection Improvements Project in order to have the intersection open in time for the start of the 2019/2020 school year.

The Board heard public comment from: John Markel – 245 Birch Hill Dr.

Motion carried unanimously.

### 4. Historic District Reappointments

MOTION by Ferriolo, supported by Buxar to reappoint Bruce Parkinson to the Historic District Commission with a term ending date of May 1, 2022, and also to reappoint John Sanderson to the Historic District Commission with a term ending date of May 1, 2022.

Motion carried unanimously.

### 5. Paid on Call Firefighter Compensation

This item was removed from the agenda.

### 6. Landscaping Contract Renewal

MOTION by Buxar, supported by Langlois to extend the landscaping service contract with JRC Outdoor Service for one year at the same rate and terms.

Motion carried unanimously.

### 7. Set Date for Discussion of Township Manager Candidate Interviews

MOTION by Ferriolo, supported by Mangiapane to have a meeting at 6:00 PM on April 23<sup>rd</sup>.

Vote on the motion: Ayes: Ferriolo, Mangiapane

Nays: Buxar, Langlois, Reilly, Bailey, Giannangeli

Motion failed 2/5.

MOTION by Ferriolo, supported by Buxar to propose that we have the meeting at 7:00 PM on April 23<sup>rd</sup> as the first agenda item.

Motion carried unanimously.

### **PUBLIC COMMENT**

The Board heard public comment from: John Markel – 245 Birch Hill Dr. Kimberly Herman – 3772 Fawn Dr.

### **TOWNSHIP MANAGER'S REPORT**

Ms. Moore had nothing further to add to the report provided in the packet.

### **BOARD REPORTS & CORRESPONDENCE**

**Supervisor Bailey** – provided session highlights on the MTA Conference he recently attended.

Clerk Reilly – provided a SPTC update on the Gallagher Path project.

**Treasurer Langlois** – requested Ms. Moore to distribute to the Board a City of Rochester consultant report from 2013 on compensation.

She further mentioned that the Oakland-Macomb Interceptor Drain as a result of the Fraser sewer collapse, is challenging the cost sharing to insure costs are allocated fairly to the payers.

**Trustee Ferriolo** – had nothing to report.

Trustee Buxar - had nothing to report.

**Trustee Giannangeli** – had nothing to report.

**Trustee Mangiapane** – announced she's hosting an Easter Egg Hunt at the Faith Church on Hamlin Rd. in Rochester Hills. All are welcome at attend.

### **ADJOURNMENT**

MOTION by Buxar, supported by Langlois to adjourn the meeting at 8:56 PM.

Motion carried unanimously.

### **NEXT SCHEDULED MEETING**

Tuesday, April 23, 2019 at 7:00 P.M. Oakland Township Hall – 1st Floor Meeting Room

Respectfully submitted,

Approved,

Karen Reilly, Clerk Board of Trustees Michael Bailey, Supervisor Board of Trustees 04/04/2019 12:55 PM CHECK REGISTER FOR CHARTER TOWNSHIP OF OAKLAND Page: 1/1
User: SHOWELL CHECK DATE FROM 04/10/2019 - 04/10/2019

CHECK DATE FROM 04/10/2019 - 04/10/2019

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Check Date	Bank	Check	Vendor	Vendor Name	Amount		
Bank GEN	General	Disburseme	ents (Pooled)				
04/10/2019	GEN	64312	ADDISONTRE	ADDISON TREE SERVICE	3,825.00		
04/10/2019	GEN	64313	REFUND	BARBARA STRINGER	20.00		
04/10/2019	GEN	64314	MCLOGAN	BECKY MC LOGAN	39.31		
04/10/2019	GEN	64315	KASPRZAK C	CAROL KASPRZAK	23.01		
04/10/2019	GEN	64316	BARTON	DAN BARTON	12.21		
04/10/2019	GEN	64317	AMORE D	DANIEL AMORE	343.75		
04/10/2019	GEN	64318	GALLO	DEBRA GALLO	33.63		
04/10/2019	GEN	64319	DESIGN&QUA	DESIGN & QUALITY ELECTRIC INC	327.00		
04/10/2019	GEN	64320	DINOSAUR	DINOSAUR HILL NATURE PRESERVE	12,500.00		
04/10/2019	GEN	64321	EASTMAN	EASTMAN FIRE PROTECTION INC	144.49		
04/10/2019	GEN	64322	FAMS	FAMS CUSTOM PRINTING	966.50		
04/10/2019	GEN	64323	KLIFFEL IN	INGRID KLIFFEL	1,117.98		
04/10/2019	GEN	64324	REFUND	LEILA FARHAT	20.00		
04/10/2019	GEN	64325	LITCHFIELD	LITCHFIELD FIELD MOWING AND BRUSH	1,000.00		
04/10/2019	GEN	64326	KROENING	MAKAYLA KROENING	42.49		
04/10/2019	GEN	64327	STRENG	MALISSA STRENG	46.11		
04/10/2019	GEN	64328	MANNIK	MANNIK SMITH GROUP	652.50		
04/10/2019	GEN	64329	REFUND	MARLENE HUGHES	10.00		
04/10/2019	GEN	64330	MILOS-DALE	MELINDA MILOS-DALE	149.96		
04/10/2019	GEN	64331	MICHAVIAN	MICHIGAN AVIAN EXPERIENCE	405.00		
04/10/2019	GEN	64332	MOMMY	MOMMY NETWORK OF MICHIGAN	295.00		
04/10/2019	GEN	64333	NBS	NAVIGATING BUSINESS SPACE	3,267.67		
04/10/2019	GEN	64334	OC P&R	OAKLAND CO PARKS & RECREATION	1,000.00		
04/10/2019	GEN	64335	OFF DEPOT	OFFICE DEPOT	237.15		
04/10/2019	GEN	64336	ORION STON	ORION STONE DEPOT	660.00		
04/10/2019	GEN	64337	OWEN TREE	OWEN TREE SERVICE	635.00		
04/10/2019	GEN	64338	REFUND	PABLO CENTERO	20.00		
04/10/2019	GEN	64339	BEDNARSKI	PAUL BEDNARSKI	540.00		
04/10/2019	GEN	64340	PROMO	PRO-MO LAWN MAINTENANCE, LLC	9,850.00		
04/10/2019	GEN	64341	REFUND	ROBERT ALLEN	10.00		
04/10/2019	GEN	64342	JOHNSON, R	ROSATI, SCHULTZ, JOPPICH&AMTSBUECHLER	4,250.00		
04/10/2019	GEN	64343	SHORELINE	SHORELINE INVESTMENT SERVICES	221.70		
04/10/2019	GEN	64344	SIGNS BY	SIGNS BY TOMORROW	248.00		
04/10/2019	GEN	64345	TELCOM	TELCOM CORPORATION	326.50		
04/10/2019	GEN	64346	THUMBALARM		125.00		
04/10/2019	GEN GEN	64347	TURNER SEP	THUMB ALARM SYSTEMS, INC. TURNER SANITATION	570.16		
	GEN GEN	64348	UNIV OFFIC	UTEC	570.16		
04/10/2019	GEN GEN				715.46		
04/10/2019 04/10/2019	GEN GEN	64349 64350	WEX BANK WILDTYPE	WEX BANK WILDTYPE DESIGN, NATIVE PLANTS	129.60		
GEN TOTAI	.c.			<del></del>			
Total of 3					45,317.45		
Less 0 Voi					0.00		
Total of 3	Total of 39 Disbursements: 45,317.45						

### CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF OAKLAND CHECK DATE FROM 04/10/2019 - 04/10/2019

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DB: Oakland Township

Page 1/4

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 Pa	rk Fund	d					
04/10/2019	GEN	64312*#	ADDISON TREE SERVICE	CHARLES ILSLEY PARK MAINTENANCE	930.012 930.013	755 755	191.25
				BEAR CREEK NATURE PARK MAINTENANCE LOST LAKE NATURE PARK MAINT	930.013	755 755	956.25 191.25
				Trailway Maintenance	930.010	757	1,683.00
				CHECK GEN 64312 TOTAL FOR FUND 208:		_	3,021.75
04/10/2019	GEN	64313	BARBARA STRINGER	PROGRAM REVENUE	695.010	000	20.00
04/10/2019	GEN	64314	BECKY MC LOGAN	Mileage	860.000	756	39.31
04/10/2019	GEN	64315	CAROL KASPRZAK	Operating Supplies	740.000	756	10.25
				Mileage	860.000	756	12.76
				CHECK GEN 64315 TOTAL FOR FUND 208:		_	23.01
04/10/2019	GEN	64316	DAN BARTON	Misc Expenses	956.000	756	12.21
<b>→</b> 04/10/2019	GEN	64317	DANIEL AMORE	PARK PROGRAMS LEADERS/INSTRUCTORS	805.020	756	343.75
04/10/2019	GEN	64318	DEBRA GALLO	Mileage	860.000	756	8.23
				Mileage	860.000	756	25.40
				CHECK GEN 64318 TOTAL FOR FUND 208:		_	33.63
04/10/2019	GEN	64319	DESIGN & QUALITY ELECTRIC INC	PARK DEPT OFFICE BLDG IMPROVEMENTS	975.265	901	327.00
04/10/2019	GEN	64320	DINOSAUR HILL NATURE PRESERVE	LOST LAKE NATURE CENTER PROGRAM SUPPLIES	880.090	756	6,250.00
				LOST LAKE NATURE CENTER PROGRAM	880.090	756	6,250.00
				CHECK GEN 64320 TOTAL FOR FUND 208:		_	12,500.00
04/10/2019	GEN	64321	EASTMAN FIRE PROTECTION INC	MARSH VIEW PARK MAINTENANCE	930.011	755	144.49
04/10/2019	GEN	64322	FAMS CUSTOM PRINTING	Park Programs	880.080	756	966.50
04/10/2019	GEN	64323	INGRID KLIFFEL	Recording Secretary Parks & Recreation	702.020	756	948.60
				PART TIME CLERICAL	702.090	756	169.38

## CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF OAKLAND

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CHECK DATE FROM 04/10/2019 - 04/10/2019

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Page

Check Date Bank Check # Payee Description Account Dept Amount Fund: 208 Park Fund 1,117.98 CHECK GEN 64323 TOTAL FOR FUND 208: 04/10/2019 64324 LEILA FARHAT PROGRAM REVENUE 695.010 GEN 000 20.00 04/10/2019 GEN 64325 LITCHFIELD FIELD MOWING AND BRUSH Trailway Maintenance 930.000 757 1,000.00 04/10/2019 GEN 64326 MAKAYLA KROENING Mileage 860.000 756 42.49 860.000 04/10/2019 GEN 64327 MALISSA STRENG Mileage 756 46.11 04/10/2019 64328 805.010 756 507.50 GEN MANNIK SMITH GROUP DEVELOPMENT PROFESSIONAL SERVICES DEVELOPMENT PROFESSIONAL SERVICES 805.010 756 145.00 652.50 CHECK GEN 64328 TOTAL FOR FUND 208: 04/10/2019 64329 MARLENE HUGHES PROGRAM REVENUE 695.010 000 10.00 GEN 04/10/2019 GEN 64331 MICHIGAN AVIAN EXPERIENCE PARK PROGRAMS LEADERS/INSTRUCTORS 805.020 756 405.00 04/10/2019 GEN 64332 MOMMY NETWORK OF MICHIGAN Printing/Publishing - Parks Dept 900.000 756 295.00 04/10/2019 64333 GEN NAVIGATING BUSINESS SPACE Office Equipment Purchases 980.756 901 3,267.67 04/10/2019 GEN 64334 880.080 756 1,000.00 OAKLAND CO PARKS & RECREATION Park Programs 04/10/2019 64335\* OFFICE DEPOT Office Supplies 726.000 756 44.62 Office Supplies 726.000 756 22.43 3.96 Office Supplies 726.000 756 Office Supplies 726.000 756 10.82 Office Supplies 726.000 756 120.34 202.17 CHECK GEN 64335 TOTAL FOR FUND 208: 64336 330.00 04/10/2019 GEN ORION STONE DEPOT BEAR CREEK NATURE PARK DEVELOPMENT 974.751 901 BEAR CREEK NATURE PARK DEVELOPMENT 974.751 901 330.00 660.00 CHECK GEN 64336 TOTAL FOR FUND 208:

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Page 3/4 CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF OAKLAND

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 208 Pa	rk Fund	d					
04/10/2019	GEN	64337	OWEN TREE SERVICE	Professional Services - Other	805.000	756	635.00
04/10/2019	GEN	64338	PABLO CENTERO	PROGRAM REVENUE	695.010	000	20.00
04/10/2019	GEN	64339	PAUL BEDNARSKI	PARK PROGRAMS LEADERS/INSTRUCTORS	805.020	756	540.00
04/10/2019	GEN	64340	PRO-MO LAWN MAINTENANCE, LLC	Trailway Maintenance	930.000	757	9,850.00
04/10/2019	GEN	64341	ROBERT ALLEN	PROGRAM REVENUE	695.010	000	10.00
04/10/2019	GEN	64342*	ROSATI, SCHULTZ, JOPPICH&AMTSBUECHLE	E Legal Professional Services	804.000	756	175.00
04/10/2019	GEN	64345	TELCOM CORPORATION	Office Equip. Maint.	930.010	756	326.50
04/10/2019	GEN	64346	THUMB ALARM SYSTEMS, INC.	LOST LAKE NATURE PARK MAINT	930.018	755	125.00
<del>-</del>							
<b>4</b> 04/10/2019	GEN	64347*#	TURNER SANITATION	MARSH VIEW PARK MAINTENANCE	930.011	755	55.16
				BEAR CREEK NATURE PARK MAINTENANCE	930.013	755	120.00
				CRANBERRY LAKE PARK MAINTENANCE	930.017	755	30.00
				LOST LAKE NATURE PARK MAINT	930.018	755	240.00
				CHECK GEN 64347 TOTAL FOR FUND 208:		_	445.16
04/10/2019	GEN	64348	UTEC	Office Equip. Maint.	930.010	756	19.27
				Office Equip. Maint.	930.010	756	259.00
				Office Equip. Maint.	930.010	756	259.00
				CHECK GEN 64348 TOTAL FOR FUND 208:		_	537.27
04/10/2019	GEN	64349*	WEX BANK	Vehicles Gas/Fuel	741.000	756	478.77
04/10/2019	GEN	64350	WILDTYPE DESIGN, NATIVE PLANTS	Operating Supplies	740.000	756	129.60
Fund: 280 Hi	storic	District	Commission	Total for fund 208 Park Fund			39,422.87
04/10/2019	GEN	64347*#	TURNER SANITATION	Historic Property Maint/CLF	930.050	265	30.00

# CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF OAKLAND

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Page 4/4 CHECK DATE FROM 04/10/2019 - 04/10/2019

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 280 Hi	storic	District (	Commission				
				Total for fund 280 Historic District Co	mmission		30.00
Fund: 408 La	nd Pres	servation 1	Fund				
04/10/2019	GEN	64312*#	ADDISON TREE SERVICE	DRAPER TWIN LAKE MAINTENANCE	930.010	755	191.25
				WATERSHED RIDGE PARK MAINT	930.030	755	612.00
				CHECK GEN 64312 TOTAL FOR FUND 408:			803.25
04/10/2019	GEN	64330	MELINDA MILOS-DALE	Misc Expenses	956.000	756	149.96
04/10/2019	GEN	64335*	OFFICE DEPOT	Office Supplies	726.000	756	7.87
				Office Supplies	726.000	756	3.96
				Office Supplies	726.000	756	1.91
				Office Supplies	726.000	756	21.24
				CHECK GEN 64335 TOTAL FOR FUND 408:			34.98
<b>→</b> 94/10/2019	GEN	64342*	ROSATI, SCHULTZ, JOPPICH&AMTSBUECHLE R	Legal Professional Services	804.000	756	4,075.00
04/10/2019	GEN	64343	SHORELINE INVESTMENT SERVICES	WATERSHED RIDGE PARK MAINT	930.030	755	221.70
04/10/2019	GEN	64344	SIGNS BY TOMORROW	Operating Supplies	740.000	756	248.00
04/10/2019	GEN	64347*#	TURNER SANITATION	WATERSHED RIDGE PARK MAINT	930.030	755	95.00
04/10/2019	GEN	64349*	WEX BANK	Vehicles Gas/Fuel	741.000	756	236.69
			TOTAL - ALL FUNDS	Total for fund 408 Land Preservation Fu	ind		5,864.58 45,317.45

<sup>&#</sup>x27;\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

<sup>&#</sup>x27;#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

04/04/2019 01:01 PMCHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF OAKLAND Page 1/1

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DB: Oakland Township

Total for fund 208 Park Fund	39,422.87
Total for fund 280 Historic District Commission	30.00
Total for fund 408 Land Preservation Fund	5,864.58
TOTAL - ALL FUNDS	45,317.45

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04/17/2019 02:11 PM CHECK REGISTER FOR CHARTER TOWNSHIP OF OAKLAND Page: 1/1
User: SHOWELL CHECK DATE FROM 04/17/2019 - 04/17/2019

CHECK DATE FROM 04/17/2019 - 04/17/2019

DB:	Oakland	Township

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank GEN	General	Disburseme	nts (Pooled)		
04/17/2019 04/17/2019 04/17/2019 04/17/2019 04/17/2019	GEN GEN GEN GEN	64399 64400 64401 64402 64403	AFLAC ALLY BCBSM COMCAST DTE ENERGY	AFLAC ALLY BLUE CROSS BLUE SHIELD OF MICHIGAN COMCAST DTE ENERGY	343.26 316.04 21,596.71 14.91 2,483.51
04/17/2019	GEN	64404	DTE ENERGY	VOID	0.00 V
			Void	Reason: Created From Check Run Process	
04/17/2019 04/17/2019 04/17/2019 04/17/2019 04/17/2019 04/17/2019 04/17/2019 04/17/2019	GEN GEN GEN GEN GEN GEN GEN	64405 64406 64407 64408 64409 64410 64411 64412	GREATAMER HOMEDEPOT LAKEORION OTFF UNION PEA STAPLES UNUM UNUM	GREATAMERICA FINANCIAL SERVICE CORP HOME DEPOT CREDIT SERVICES LAKE ORION PRINTING & DESIGN OAKLAND TWP FIREFIGHTERS UNION PROFESSIONAL ENGINEERING ASSOCIATES STAPLES CREDIT PLAN PARKS DEPT UNUM LIFE INSURANCE VOID	199.00 306.50 250.00 300.00 10,575.00 279.95 1,752.47 0.00 V
			VOla	Reason: Created From Check Run Process	
GEN TOTAL	ıS:				
Total of 14 Less 2 Void					38,417.35
Total of 12	Disburse	ments:			38,417.35

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DB: Oakland Township

Total for fund 101 GENERAL FUND	5,266.85
Total for fund 206 Fire Fund	10,029.08
Total for fund 207 POLICE FUND	571.53
Total for fund 208 Park Fund	5,535.17
Total for fund 249 Building Fund	3,283.81
Total for fund 280 Historic District Commission	986.50
Total for fund 408 Land Preservation Fund	12,101.15
Total for fund 701 Trust & Agency Fund	643.26
TOTAL - ALL FUNDS	38,417.35

# CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF OAKLAND CHECK DATE FROM 04/17/2019 - 04/17/2019

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787.23

Page

User: SHOWELL DB: Oakland Township

Check Date Bank Check # Payee Description Account Dept Amount Fund: 101 GENERAL FUND 04/17/2019 GEN 64400 930.010 101 316.04 ALLY VEHICLE LEASE 04/17/2019 64401\*# BLUE CROSS BLUE SHIELD OF MICHIGAN HOSPITALIZATION INSURANCE 719.000 215 2,960.10 719.000 265 286.85 HOSPITALIZATION INSURANCE 3,246.95 CHECK GEN 64401 TOTAL FOR FUND 101: 04/17/2019 64403\*# DTE ENERGY Utilities GENERAL FUND 920.000 265 1,163.88 04/17/2019 GEN 64407 LAKE ORION PRINTING & DESIGN Printing/Publishing 900.000 101 250.00 04/17/2019 64411\*# UNUM LIFE INSURANCE LIFE INSURANCE 730.000 101 41.41 LIFE INSURANCE 730.000 171 4.23 LIFE INSURANCE 730.000 172 10.14 ST/LT DISABILITY INSURANCE 731.000 172 (26.72)LIFE INSURANCE 730.000 215 57.46 117.10 ST/LT DISABILITY INSURANCE 731.000 215 LIFE INSURANCE 730.000 253 30.42 ST/LT DISABILITY INSURANCE 731.000 253 32.77 LIFE INSURANCE 730.000 265 5.41 ST/LT DISABILITY INSURANCE 731.000 265 17.76 CHECK GEN 64411 TOTAL FOR FUND 101: 289.98 Total for fund 101 GENERAL FUND 5,266.85 Fund: 206 Fire Fund 04/17/2019 64401\*# BLUE CROSS BLUE SHIELD OF MICHIGAN HOSPITALIZATION INSURANCE 719.000 336 8,844.98 04/17/2019 GEN 64403\*# DTE ENERGY Utilities FIRE DEPT 920.000 265 396.87 04/17/2019 64411\*# UNUM LIFE INSURANCE LIFE INSURANCE 730.000 336 237.92 GEN ST/LT DISABILITY INSURANCE 731.000 336 549.31

CHECK GEN 64411 TOTAL FOR FUND 206:

User: SHOWELL

DB: Oakland Township

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF OAKLAND CHECK DATE FROM 04/17/2019 - 04/17/2019

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Description Check Date Bank Check # Payee Account Dept Amount Fund: 206 Fire Fund Total for fund 206 Fire Fund 10,029.08 Fund: 207 POLICE FUND 04/17/2019 GEN 64402 COMCAST Utilities - Police Bldg 920.000 265 14.91 04/17/2019 64403\*# DTE ENERGY Utilities POLICE DEPT 920.000 265 556.62 Total for fund 207 POLICE FUND 571.53 Fund: 208 Park Fund 04/17/2019 64401\*# BLUE CROSS BLUE SHIELD OF MICHIGAN HOSPITALIZATION INSURANCE 719.000 756 4,171.17 04/17/2019 64403\*# DTE ENERGY Utilities - Bear Creek Park 920.030 755 57.33 Utilities - Draper Twin Lake 920.050 755 37.07 45.04 Utilities - Draper Twin Lake 920.050 755 UTILITIES LOST LAKE CARETAKER 920.070 755 102.32 CHECK GEN 64403 TOTAL FOR FUND 208: 241.76 04/17/2019 64405 GREATAMERICA FINANCIAL SERVICE Office Equip. Maint. 930.010 756 199.00 CORP 04/17/2019 GEN 64406\* HOME DEPOT CREDIT SERVICES Operating Supplies 740.000 756 263.08 880.080 756 29.47 Park Programs CHECK GEN 64406 TOTAL FOR FUND 208: 292.55 04/17/2019 64410 STAPLES CREDIT PLAN PARKS DEPT MARSH VIEW PARK MAINTENANCE 930.011 755 279.95 GEN 87.88 04/17/2019 GEN 64411\*# UNUM LIFE INSURANCE LIFE INSURANCE 730.000 756 ST/LT DISABILITY INSURANCE 731.000 756 262.86 CHECK GEN 64411 TOTAL FOR FUND 208: 350.74 Total for fund 208 Park Fund 5,535.17 Fund: 249 Building Fund 04/17/2019 64401\*# BLUE CROSS BLUE SHIELD OF MICHIGAN HOSPITALIZATION INSURANCE 719.000 371 3,100.37

# CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF OAKLAND CHECK DATE FROM 04/17/2019 - 04/17/2019

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User: SHOWELL DB: Oakland Township

Fund: 701 Trust & Agency Fund

Description Check Date Bank Check # Payee Account Dept Amount Fund: 249 Building Fund 04/17/2019 64411\*# UNUM LIFE INSURANCE LIFE INSURANCE 730.000 371 40.56 ST/LT DISABILITY INSURANCE 731.000 371 142.88 183.44 CHECK GEN 64411 TOTAL FOR FUND 249: Total for fund 249 Building Fund 3,283.81 Fund: 280 Historic District Commission 04/17/2019 64401\*# BLUE CROSS BLUE SHIELD OF MICHIGAN HOSPITALIZATION INSURANCE 719.000 GEN 803 859.87 04/17/2019 64403\*# DTE ENERGY Utilities 920.000 265 73.89 04/17/2019 GEN 64411\*# UNUM LIFE INSURANCE LIFE INSURANCE 730.000 803 13.52 ST/LT DISABILITY INSURANCE 731.000 803 39.22 52.74 CHECK GEN 64411 TOTAL FOR FUND 280: 7 Total for fund 280 Historic District Commission 986.50 Fund: 408 Land Preservation Fund BLUE CROSS BLUE SHIELD OF MICHIGAN HOSPITALIZATION INSURANCE 04/17/2019 GEN 64401\*# 719.000 756 1,373.37 50.49 04/17/2019 GEN 64403\*# DTE ENERGY UTILITIES- WATERSHED RDG PRK 920.060 755 04/17/2019 64406\* Operating Supplies 740.000 756 13.95 GEN HOME DEPOT CREDIT SERVICES Professional Services -Other 04/17/2019 GEN 64409 PROFESSIONAL ENGINEERING 805.000 756 10,575.00 ASSOCIATES 04/17/2019 64411\*# UNUM LIFE INSURANCE LIFE INSURANCE 730.000 756 20.28 GEN ST/LT DISABILITY INSURANCE 731.000 756 68.06 88.34 CHECK GEN 64411 TOTAL FOR FUND 408: Total for fund 408 Land Preservation Fund 12,101.15

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF OAKLAND
CHECK DATE FROM 04/17/2019 - 04/17/2019

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Check Date Bank Check # Payee Description Account Dept Amount Fund: 701 Trust & Agency Fund 04/17/2019 GEN 64399 ACCT# CH-811 INV#202354 231.010 000 343.26 AFLAC 04/17/2019 GEN 64408 231.055 300.00 OAKLAND TWP FIREFIGHTERS UNION DUE TO LOCAL#4918 OTFF UNION 000 643.26 Total for fund 701 Trust & Agency Fund TOTAL - ALL FUNDS 38,417.35

<sup>&#</sup>x27;\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

<sup>&#</sup>x27;#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

04/18/2019 12:21 PM CHECK REGISTER FOR CHARTER TOWNSHIP OF OAKLAND Page: 1/1
User: SHOWELL CHECK DATE FROM 04/23/2019 - 04/23/2019
DB: Oakland Township

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank GEN	General	Disburseme	nts (Pooled)		
04/23/2019	GEN	64413	RADZWION	ALYSSA WINTERS	12.18
04/23/2019	GEN	64414	BATTERY G	BATTERY GIANT	9.90
04/23/2019	GEN	64415	BYERS	BYERS WRECKER	250.00
04/23/2019	GEN	64416	C&G	C&G NEWSPAPERS	457.92
04/23/2019	GEN	64417	CANON	CANON SOLUTIONS AMERICA, INC	23,307.00
04/23/2019	GEN	64418	CARLISLE	CARLISLE WORTMAN ASSOCIATES, INC.	2,157.50
04/23/2019	GEN	64419	CINTAS	CINTAS CORPORATION #354	138.44
04/23/2019	GEN	64420	EASTMAN	EASTMAN FIRE PROTECTION INC	92.01
04/23/2019	GEN	64421	BLDG BONDS	GUARDIAN ALARM COMPANY	500.00
04/23/2019	GEN	64422	ICMA IRA	ICMA IRA PLAN	751.00
04/23/2019	GEN	64423	ICMA	ICMA RETIREMENT TRUST - 457	4,362.96
04/23/2019	GEN	64424	GIANNANGEL	JOHN GIANNANGELI	96.00
04/23/2019	GEN	64425	LEAF	LEAF	336.37
04/23/2019	GEN	64426	TOWN &	MARTINIZING ROCHESTER HILLS	44.15
04/23/2019	GEN	64427	TOWN &	MARTINIZING ROCHESTER HILLS	27.41
04/23/2019	GEN	64428	BAILEY	MICHAEL BAILEY	45.00
04/23/2019	GEN	64429	MTA	MICHIGAN TOWNSHIPS ASSOCIATION	318.00
04/23/2019	GEN	64430	MOCERI	MOCERI DEVELOPMENT COMPANY	1,000.00
04/23/2019	GEN	64431	BLDG BONDS	MONTAGE CONSTRUCTION COMPANY LLC	2,000.00
04/23/2019	GEN	64432	MOTOMEDIC	MOTO-MEDIC INC	2,028.94
04/23/2019	GEN	64433	NYE UNIFOR	NYE UNIFORM	1,016.60
04/23/2019	GEN	64434	OC RADIO	OAKLAND CO RADIO COMMUNICATION	90.47
04/23/2019	GEN	64435	OC TREASUR	OAKLAND CO TREASURER	795.00
04/23/2019	GEN	64436	OC TREASUR	OAKLAND CO TREASURER	184,870.81
04/23/2019	GEN	64437	OFF DEPOT	OFFICE DEPOT	751.64
04/23/2019	GEN	64438	OREILLYFIR	OREILLY FIRST CALL	56.47
04/23/2019	GEN	64439	PAYCHEX	PAYCHEX OF NEW YORK LLC	823.76
04/23/2019	GEN	64440	PION PRO	PIONEER PRODUCTS, INC	2,371.81
04/23/2019	GEN	64441	PRINCIPAL	PLIC-SBD GRAND ISLAND	2,774.50
04/23/2019	GEN	64442	PRAXAIR	PRAXAIR DISTRIBUTION, INC.	157.96
04/23/2019	GEN	64443	PR BUS PRO	PREMIER BUSINESS PRODUCTS	204.59
04/23/2019	GEN	64444	PSI	PRINTING SYSTEMS INC	37.75
04/23/2019	GEN	64445	PEA	PROFESSIONAL ENGINEERING ASSOCIATES	20,628.50
04/23/2019	GEN	64446	PEA	VOID	0.00 V
			Void	Reason: Created From Check Run Process	
04/23/2019	GEN	64447	PURFIED WA	PURIFIED WATER TO GO	29.75
04/23/2019	GEN	64448	REVIZE LLC	REVIZE LLC	1,800.00
04/23/2019	GEN	64449	ROCHELEVAT	ROCHESTER ELEVATOR	160.00
04/23/2019	GEN	64450	SHORELINE	SHORELINE INVESTMENT SERVICES	308.55
04/23/2019	GEN	64451	SPRINT	SPRINT	94.99
04/23/2019	GEN	64452	TASB	TASB, INC.	4,000.00
04/23/2019	GEN	64453	TELVUE	TELVUE	3,000.00
04/23/2019	GEN	64454	ACCUMED	THE ACCUMED GROUP	1,016.66
04/23/2019	GEN	64455	BANKOFNY	THE BANK OF NEW YORK MELLON TRUST	339,200.00
04/23/2019	GEN	64456	WESTSHORE	WEST SHORE FIRE, INC	140.92
GEN TOTAL	S:				
Total of 44 Less 1 Void					602,265.51 0.00
Total of 43	Disburse	ements:			602,265.51

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User: SHOWELL CHECK DATE FROM 04/23/2019 - 04/23/2019

DB: Oakland Township

Total for fund 101 GENERAL FUND	11,388.26
Total for fund 206 Fire Fund	11,616.31
Total for fund 207 POLICE FUND	182,526.16
Total for fund 208 Park Fund	1,334.33
Total for fund 249 Building Fund	31,513.75
Total for fund 280 Historic District Commission	101.75
Total for fund 369 Debt Service 1 -Park/Land Pres	0.00
Total for fund 408 Land Preservation Fund	339,401.86
Total for fund 591 Water Fund	1,343.50
Total for fund 701 Trust & Agency Fund	5,908.96
Total for fund 702 PLANNING ESCROW	17,130.63
TOTAL - ALL FUNDS	602,265.51

### CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF OAKLAND

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User: SHOWELL

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CHECK DATE FROM 04/23/2019 - 04/23/2019

Check Date Bank Check # Payee Description Account Dept Amount Fund: 101 GENERAL FUND 04/23/2019 64416 C&G NEWSPAPERS Printing/Publishing 900.000 356.16 GEN 215 215 101.76 Printing/Publishing 900.000 CHECK GEN 64416 TOTAL FOR FUND 101: 457.92 04/23/2019 GEN 64418\*# CARLISLE WORTMAN ASSOCIATES, INC. Administrative Fees 607.020 000 (301.88)805.000 950.00 Planning Consultant-Planner 721 648.12 CHECK GEN 64418 TOTAL FOR FUND 101: 04/23/2019 GEN 64419 CINTAS CORPORATION #354 Bldg. Maint/Repairs 820.000 265 21.89 21.89 Bldg. Maint/Repairs 820.000 265 47.33 Bldg Repairs/Maint -Cider Mill 820.005 265 Bldg Repairs/Maint -Cider Mill 820.005 265 47.33 CHECK GEN 64419 TOTAL FOR FUND 101: 138.44 **N**4/23/2019 64420 EASTMAN FIRE PROTECTION INC Bldg Repairs/Maint -Cider Mill 820.005 265 92.01 04/23/2019 GEN 64424 JOHN GIANNANGELI Conferences/Seminars 862.000 101 96.00 04/23/2019 64425 LEAF EOUIPMENT RENTAL 940.000 101 336.37 GEN 04/23/2019 GEN 64428 MICHAEL BAILEY Conferences/Seminars 862.000 171 45.00 04/23/2019 64429 Conferences/Seminars 862.000 101 318.00 GEN MICHIGAN TOWNSHIPS ASSOCIATION 04/23/2019 GEN 64437\*# OFFICE DEPOT Office Supplies - General Office 726.000 101 5.39 Office Supplies - General Office 726.000 101 172.01 Office Supplies - General Office 726.000 101 96.99 Operating Supplies 740.000 265 61.85 CHECK GEN 64437 TOTAL FOR FUND 101: 336.24 04/23/2019 64439\*# PAYCHEX OF NEW YORK LLC PAYROLL DATED: 4/17/19 803.000 215 254.32 PAYROLL DATED: 4.19.19 803.000 215 354.92 CHECK GEN 64439 TOTAL FOR FUND 101: 609.24 04/23/2019 64441\*# PLIC-SBD GRAND ISLAND HOSPITALIZATION INSURANCE 719.000 172 92.72 719.000 215 490.69 HOSPITALIZATION INSURANCE

# CHECK DATE FROM 04/23/2019 - 04/23/2019

User: SHOWELL

DB: Oakland Township

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
	ENERAL	FUND					
				HOSPITALIZATION INSURANCE	719.000	253	101.75
				HOSPITALIZATION INSURANCE	719.000	265	25.16
				CHECK GEN 64441 TOTAL FOR FUND 101:			710.32
04/23/2019	GEN	64444	PRINTING SYSTEMS INC	Printing/Publishing Elections	900.000	262	37.75
04/23/2019	GEN	64445*#	PROFESSIONAL ENGINEERING ASSOCIATES	Administrative Fees	607.020	000	(131.25)
				Administrative Fees CONSULTANT FEE	607.020 805.000	000 101	(1,050.00) 577.50
				CHECK GEN 64445 TOTAL FOR FUND 101:		_	(603.75)
04/23/2019	GEN	64447	PURIFIED WATER TO GO	Office Supplies - General Office	726.000	101	29.75
04/23/2019	GEN	64448	REVIZE LLC	Website	880.140	747	1,800.00
04/23/2019	GEN	64450*#	SHORELINE INVESTMENT SERVICES	Bldg. Maint/Repairs	820.000	265	57.90
				Bldg Repairs/Maint -Cider Mill	820.005	265	28.95
26				CHECK GEN 64450 TOTAL FOR FUND 101:		_	86.85
04/23/2019	GEN	64452*#	TASB, INC.	Equipment Maintenance	930.000	101	3,250.00
04/23/2019	GEN	64453	TELVUE	VIDEO PRODUCTION	880.150	747	3,000.00
				Total for fund 101 GENERAL FUND			11,388.26
Fund: 206 Fi 04/23/2019	re Fur GEN	nd 64414	BATTERY GIANT	Equip Maint	930.010	338	9.90
04/23/2019	GEN	64415	BYERS WRECKER	Vehicle Maintenance	930.000	338	250.00
04/23/2019		64426	MARTINIZING ROCHESTER HILLS		740.020	336	44.15
04/23/2019	GEN	04420	MARTINIZING ROCHESTER HILLS	Uniform Cleaning	740.020	330	44.13
04/23/2019	GEN	64427	MARTINIZING ROCHESTER HILLS	Uniform Cleaning	740.020	336	27.41
04/23/2019	GEN	64432	MOTO-MEDIC INC	Vehicle Maintenance	930.000	338	252.00
04/23/2019	GEN	04432	MOIO-MEDIC INC	Vehicle Maintenance Vehicle Maintenance	930.000	338	1,776.94
				CHECK GEN 64432 TOTAL FOR FUND 206:		_	2,028.94
04/23/2019	GEN	64433	NYE UNIFORM	Uniform Purchases	740.050	336	103.00
- , -,				Uniform Purchases	740.050	336	140.00
				Uniform Purchases	740.050	336	430.00

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CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF OAKLAND CHECK DATE FROM 04/23/2019 - 04/23/2019

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 206 Fi	re Fun	d					
				Uniform Purchases	740.050	336	159.50
				Uniform Purchases	740.050	336	159.50
				Uniform Purchases	740.050	336	24.60
				CHECK GEN 64433 TOTAL FOR FUND 206:		_	1,016.60
04/23/2019	GEN	64434	OAKLAND CO RADIO COMMUNICATION	Equip Maint	930.010	338	90.47
04/23/2019	GEN	64436*#	OAKLAND CO TREASURER	Dispatching Services	805.000	340	2,344.65
04/23/2019	GEN	64437*#	OFFICE DEPOT	Office Supplies	726.000	336	415.40
04/23/2019	GEN	64438	OREILLY FIRST CALL	Vehicle Maintenance	930.000	338	56.47
04/23/2019	GEN	64439*#	PAYCHEX OF NEW YORK LLC	PAYROLL DATED: 4/10/19	810.000	336	214.52
04/23/2019	GEN	64440	PIONEER PRODUCTS, INC	Equip Maint	930.010	338	1,185.92
27	GEIN	01110	TIONEER TRODUCTS, THE	Equip Maint	930.010	338	1,185.89
7				CHECK GEN 64440 TOTAL FOR FUND 206:		_	2,371.81
04/23/2019	GEN	64441*#	PLIC-SBD GRAND ISLAND	HOSPITALIZATION INSURANCE	719.000	336	1,065.86
04/23/2019	GEN	64442	PRAXAIR DISTRIBUTION, INC.	Medical Supplies	740.010	336	157.96
04/23/2019	GEN	64443	PREMIER BUSINESS PRODUCTS	Equip Maint	930.010	338	204.59
04/23/2019	GEN	64449	ROCHESTER ELEVATOR	Bldg. Maint/Repairs Bldg. Maint/Repairs	820.000 820.000	265 265	80.00 80.00
				CHECK GEN 64449 TOTAL FOR FUND 206:	020.000	-	160.00
04/23/2019	GEN	64454	THE ACCUMED GROUP	EMS FEES	836.206	336	1,016.66
04/23/2019	GEN	64456	WEST SHORE FIRE, INC	Equip Maint	930.010	338	140.92
				Total for fund 206 Fire Fund			11,616.31
Fund: 207 PC	LICE F	UND					
04/23/2019	GEN	64436*#	OAKLAND CO TREASURER	Contracted Deputies	818.000	301	170,989.33
				Deputies Overtime	818.010	301	11,536.83
				CHECK GEN 64436 TOTAL FOR FUND 207:			182,526.16

## CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF OAKLAND

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User: SHOWELL DB: Oakland Township CHECK DATE FROM 04/23/2019 - 04/23/2019

Check Date Bank Check # Payee Description Account Dept Amount Fund: 207 POLICE FUND Total for fund 207 POLICE FUND 182,526.16 Fund: 208 Park Fund 04/23/2019 GEN 64441\*# PLIC-SBD GRAND ISLAND HOSPITALIZATION INSURANCE 719.000 756 304.69 04/23/2019 SHORELINE INVESTMENT SERVICES 221.70 GEN 64450\*# MARSH VIEW PARK MAINTENANCE 930.011 755 04/23/2019 Communications - Cell Phones 57.94 GEN 64451\* SPRINT 850.010 756 750.00 04/23/2019 64452\*# Office Equipment Purchases 980.756 901 GEN TASB, INC. Total for fund 208 Park Fund 1,334.33 Fund: 249 Building Fund 04/23/2019 Equip Purchase - Building 23,307.00 GEN 64417 CANON SOLUTIONS AMERICA, INC 980.265 901 04/23/2019 GEN 64421 GUARDIAN ALARM COMPANY BB180038 - PEL12775 283.000 000 500.00 **№** 04/23/2019 64430 MOCERI DEVELOPMENT COMPANY BB160193 - PBL160277 283.000 000 1,000.00 04/23/2019 64431 BB160170 - PBL160245 283.000 2,000.00 GEN MONTAGE CONSTRUCTION COMPANY LLC 000 04/23/2019 64441\*# PLIC-SBD GRAND ISLAND 719.000 439.25 HOSPITALIZATION INSURANCE 371 04/23/2019 64445\*# PROFESSIONAL ENGINEERING Engineering Fees 806.000 371 1,175.00 GEN ASSOCIATES 806.000 371 175.00 Engineering Fees Building Inspections 807.010 371 2,917.50 4,267,50 CHECK GEN 64445 TOTAL FOR FUND 249: 31,513.75 Total for fund 249 Building Fund Fund: 280 Historic District Commission 04/23/2019 GEN 64441\*# PLIC-SBD GRAND ISLAND HOSPITALIZATION INSURANCE 719.000 803 101.75 Total for fund 280 Historic District Commission 101.75 Fund: 369 Debt Service 1 -Park/Land Pres 2008 04/23/2019 991.000 GEN 64455\*# THE BANK OF NEW YORK MELLON Principal Payment 906 320,000.00 TRUST

### CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF OAKLAND

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User: SHOWELL

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CHECK DATE FROM 04/23/2019 - 04/23/2019

Check Date Bank Check # Payee Description Account Dept Amount Fund: 369 Debt Service 1 -Park/Land Pres 2008 995.000 906 19,200.00 Interest Payment Transfer In 699.000 931 (339,200.00)0.00 CHECK GEN 64455 TOTAL FOR FUND 369: Total for fund 369 Debt Service 1 -Park/Land Pres 0.00 Fund: 408 Land Preservation Fund 04/23/2019 GEN 64413 ALYSSA WINTERS Misc Expenses 956.000 756 12.18 04/23/2019 GEN 64441\*# PLIC-SBD GRAND ISLAND HOSPITALIZATION INSURANCE 719.000 756 152.63 04/23/2019 37.05 64451\* Communications - Cell Phones 850.000 756 GEN SPRINT 04/23/2019 GEN 64455\*# THE BANK OF NEW YORK MELLON Transfer Out - 2008 Bonds 999.020 999 339,200.00 TRUST Total for fund 408 Land Preservation Fund 339,401.86 Fund: 591 Water Fund **N**4/23/2019 64445\*# PROFESSIONAL ENGINEERING Engineering Fees 806.000 536 1,343.50 GEN ASSOCIATES Total for fund 591 Water Fund 1,343.50 Fund: 701 Trust & Agency Fund 64422 ICMA IRA W/H - PLAN# 705573 DATED 751.00 04/23/2019 GEN ICMA IRA PLAN 231.020 000 04/23/2019 GEN 64423 ICMA RETIREMENT TRUST - 457 DEF COMP W/H TWP XX/XX/XXXX PLAN# 231,000 000 4,362.96 301363 04/23/2019 64435 OAKLAND CO TREASURER Undistributed Trailer Tax 274.040 795.00 GEN 000 Total for fund 701 Trust & Agency Fund 5,908.96 Fund: 702 PLANNING ESCROW CARLISLE WORTMAN ASSOCIATES, INC. STONEY CREEK ROAD 25-500 04/23/2019 64418\*# 288.657 000 1,207.50 STONEY CREEK ROAD 25-500 288.657 000 301.88 1,509.38 CHECK GEN 64418 TOTAL FOR FUND 702: 04/23/2019 64445\*# PROFESSIONAL ENGINEERING DUE BLOSSOM CREEK 288.632 000 5,047.50 ASSOCIATES DUE BLOSSOM CREEK 288.632 000 3,537.50 288.633 1,130.00 DUE BLOSSOM RIDGE 000 DUE STONEY CREEK CROSSING 288.643 000 525.00 DUE STONEY CREEK CROSSING 288.643 000 131.25

CHECK DISBURSEMENT REPORT FOR CHARTER TOWNSHIP OF OAKLAND
CHECK DATE FROM 04/23/2019 - 04/23/2019

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Check Date Bank Check # Payee Description Account Dept Amount Fund: 702 PLANNING ESCROW 4,200.00 STONEY CREEK ROAD 25-500 288.657 000 1,050.00 STONEY CREEK ROAD 25-500 288.657 000 15,621.25 CHECK GEN 64445 TOTAL FOR FUND 702: Total for fund 702 PLANNING ESCROW 17,130.63 TOTAL - ALL FUNDS 602,265.51

<sup>&#</sup>x27;\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

<sup>&#</sup>x27;#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT



Equalization Division (248) 858-0740 | equal@oakgov.com

March 28, 2019

Karen Reilly, Clerk Charter Township of Oakland 4393 Collins Rd Rochester, MI 48306

RE: Renewal of Contract for Assessing Services with the Charter Township of Oakland

Dear Ms. Reilly:

The existing assessing contract between Oakland County Equalization and the Charter Township of Oakland will expire on June 30, 2019. In anticipation of a renewal of the contract, we have prepared four copies for your review and consideration by your Township Officials. In preparing the renewal document, our office has reproduced the provisions of the existing contract except for the following provision; the cost per parcel has been adjusted by a 1% increase per year for three years. In summary, the cost per parcel to the City will be as follows:

Contract Year	Real Property Rate	Personal Property Rate
2019-2020	\$16.56	\$12.93
2020-2021	\$16.73	\$13.06
2021-2022	\$16.90	\$13.19

These rates will be effective for the period July 1, 2019 to June 30, 2022. When the attached renewal contract is approved by your Governing Body and the authorized officials have affixed their signatures, kindly return four (4) copies to Oakland County Equalization Division.

Should you have any questions or concerns, please do not hesitate to call me at 248-858-0760 or Kimberly Hampton at 248-858-2039. Thank you.

Sincerely

David M. Hieber

Manager, Equalization Division

Oakland County

DMH/kdh Enclosures

2019 APR 1 4:28pm

# CONTRACT FOR OAKLAND COUNTY EQUALIZATION DIVISION ASSISTANCE SERVICES

# WITH THE CHARTER TOWNSHIP OF OAKLAND (real and personal property services)

This <u>CONTRACT FOR OAKLAND COUNTY EQUALIZATION DIVISION ASSISTANCE</u>
<u>SERVICES WITH THE CHARTER TOWNSHIP OF OAKLAND</u>, (hereafter, this "Contract") is made and entered into between the COUNTY OF OAKLAND, a Michigan Constitutional and Municipal Corporation, whose address is 1200 North Telegraph Road, Pontiac, Michigan 48341(hereafter, the "County"), and the Charter Township of Oakland, a Michigan Constitutional and Municipal Corporation whose address is 4393 Collins Road, Rochester, Michigan, 48306-1670 (hereafter, the "Municipality"). In this Contract, either the County and/or the Municipality may also be referred to individually as a "Party" or jointly as "Parties."

#### INTRODUCTORY STATEMENTS

- A. The Municipality, pursuant to the laws of the State of Michigan (hereafter, the "State"), including, but not limited to, the Michigan General Property Tax Act (MCL 211.1, et seq.) is required to perform real and personal property tax appraisals and assessments for all nonexempt real and personal property located within the geographic boundaries of the Municipality for the purpose of levying State and local property taxes.
- B. The Parties recognize and agree that absent an agreement such as this, or pursuant to an order of the State Tax Commission mandating the County to perform all or some of the property tax appraisal and tax assessment responsibilities for real and/or personal property located within the Municipality's geographic boundaries (MCL 211.10(f)), the County, has no obligation to provide these Services to or for the Municipality.
- C. The Michigan General Property Tax Act (MCL 211.34(3) provides that the County Board of Commissioners, through the Equalization Division may furnish assistance to local assessing officers in the performance of certain of these legally mandated, Municipality, property appraisal and assessment responsibilities.
- D. The Municipality has requested the County's Equalization Division assistance in performing the "Equalization Division Assistance Services" (as described and defined in this Contract) and has agreed in return to reimburse the County as provided for in this Contract.
- E. The County has determined that it has sufficient "Equalization Division Personnel," as defined herein, possessing the requisite knowledge and expertise and is agreeable to assisting the Municipality by providing the requested "Equalization Division Assistance Services" under the terms and conditions of this Contract.

NOW, THEREFORE, in consideration of these premises and the mutual promises, representations, and agreements set forth in this Contract, and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the County and the Municipality mutually agree as follows:

§1. <u>DEFINED TERMS.</u> In addition to the above defined terms (i.e., "Contract", "County", "Municipality", "Party" and "Parties", and "State"), the Parties agree that the following words and expressions when printed with the first letter capitalized as shown herein, whether used in the singular or plural, possessive or nonpossessive, and/or either within or without quotation marks, shall, be defined and interpreted as follows:

- 1.1. "County Agent" or "County Agents" shall be defined as any and all Oakland County elected officials, appointed officials, directors, board members, council members, commissioners, authorities, other boards, committees, commissions, employees, managers, departments, divisions, volunteers, agents, representatives, and/or any such persons' successors or predecessors, agents, employees, attorneys, or auditors (whether such persons act or acted in their personal representative or official capacities), and/or any persons acting by, through, under, or in concert with any of them, excluding the Municipality and/or any Municipality Agents, as defined herein. "County Agent" and/or "County Agents" shall also include any person who was a County Agent anytime during the term of this Contract but, for any reason, is no longer employed, appointed, or elected and serving as a County Agent.
- 1.2. "Equalization Division Personnel" as used in this Contract shall be defined as a specific subset of, and included as part of the larger group of County Agents as defined above, and shall be further defined as any and all County Agents specifically employed and assigned by the County to work in the Equalization Division of the County's Department of Management and Budget as shown in the current County budget and/or personnel records of the County. For any and all purposes in this Contract, any reference to County Agents shall also include within that term any and all Equalization Division Personnel, but any reference in this Contract to Equalization Division Personnel shall not include any County Agent employed by the County in any other function, capacity or organizational unit of the County other than the Equalization Division of the Department of Management and Budget.
- 1.3. "Municipality Agent" or "Municipality Agents" shall be defined to include any and all Municipality officers, elected officials, appointed officials, directors, board members, council members, authorities, boards, committees, commissions, employees, managers, departments, divisions, volunteers, agents, representatives, and/or any such persons' successors or predecessors, agents, employees, attorneys, or auditors (whether such persons act or acted in their personal, representative, or official capacities), and/or any and all persons acting by, through, under, or in concert with any of them, except that no County Agent shall be deemed a Municipality Agent and conversely, no Municipality Agent shall be deemed a County Agent. "Municipality Agent" shall also include any person who was a Municipality Agent at any time during this Contract but for any reason is no longer employed, appointed, or elected in that capacity.
- 1.4. "Claim(s)" shall be defined to include any and all alleged losses, claims, complaints, demands for relief or damages, suits, causes of action, proceedings, judgments, deficiencies, liability, penalties, litigation costs and expenses, including, but not limited to, any reimbursement for reasonable attorney fees, witness fees, court costs, investigation and/or litigation expenses, any amounts paid in settlement, and/or any other amounts, liabilities or Claim(s) of any kind whatsoever which are imposed on, incurred by, or asserted against either the County and/or any County Agent, as defined herein, or any Claim(s) for which the County and/or any County Agent may become legally and/or contractually obligated to pay or defend against, or any other liabilities of any kind whatsoever, whether direct, indirect or consequential, whether based upon any alleged

- violation of the constitution (Federal or State), any statute, rule, regulation or the common law, whether in law or equity, tort, contract, or otherwise, and/or whether commenced or threatened and arising out of any alleged breach of any duty by the County and/or any County Agent to any third-person, the Municipality, including any Municipality Agent or any Municipality Taxpayer under or in connection with this Contract or are based on or result in any way from the County's and/or any County Agent's participation in this Contract.
- 1.5. "Municipality Taxpayer" shall be defined as any and all residents, property owners, persons, or taxable entities within the Municipality, or their representatives or agents, who may be liable or responsible for any property taxes assessed by the Municipality pursuant to any applicable State Property Tax Laws.
- 1.6. "State" shall be defined as the "State of Michigan," a sovereign governmental entity of the United States, and shall also include within its definition any and all departments or agencies of State government including specifically, but not limited to, the <u>State Tax Commission</u>, the <u>State Tax Tribunal</u>, and/or the <u>State Department of Treasury</u>.
- §2. COUNTY EQUALIZATION DIVISION ASSISTANCE SERVICES. The Parties agree that the full and complete scope of any and all County Equalization Division Assistance Services shall be as described and limited in the following subsections (hereinafter defined and referred to as either "Equalization Division Assistance Services" or "Services").
  - 2.1. "EQUALIZATION DIVISION ASSISTANCE SERVICES" OR "SERVICES" TO BE PROVIDED. "Equalization Division Assistance Services" or "Services", to be performed by County for the Municipality as those terms are defined in this Contract, shall only include and shall be limited to the following activities:
    - 2.1.1. This Contract is to provide for annual assessment of real and personal property from July 1, 2019 to June 30, 2022 as required by laws of the State of Michigan. The County agrees to make assessments of real and personal property within the Municipality pursuant to MCL 211.10d.
    - 2.1.2. The Equalization Division personnel will appraise all property, process all real and personal property description changes, prepare the assessment roll for real and personal property in the Municipality; attend March, July and December Boards of Review and other such duties as required by the State General Property Tax Laws. The Equalization Division personnel will also be available for consultation on all Michigan Tax Tribunal real and personal property and special assessment appeals and will assist the Municipality in the preparation of both the oral and written defense of appeals, as long as there is a current Contract in effect.
  - 2.2. PURPOSE OF COUNTY "SERVICES". The Parties agree that the purpose of any and all "Equalization Division Assistance Services" or "Services" to be performed under this Contract shall be to assist (e.g., to help, aid, lend support, and/or participate in as an auxiliary, to contribute effort toward completion of a goal, etc.) the Municipality in the performance of that Municipality's official

- functions, obligations, and Municipality's legal responsibilities for property tax appraisal and assessment pursuant to the applicable State Property Tax Laws.
- 2.3. MANNER COUNTY TO PROVIDE SERVICES. The Parties agree that any and all "Equalization Division Assistance Services" or "Services" to be provided by the County for the Municipality under this Contract shall be performed solely and exclusively by the County's "Equalization Division Personnel" as defined herein.
  - 2.3.1. Equalization Division Personnel, including those certified as MMAO, shall be employed and assigned by the County in such numbers and based on such appropriate qualifications and other factors as decided solely by the County.
  - 2.3.2. The Parties agree that the County shall be solely and exclusively responsible for furnishing all Equalization Division Personnel with all job instructions, job descriptions and job specifications and shall in all circumstances control, supervise, train or direct all Equalization Division Personnel in the performance of any and all Services under this Contract.
  - 2.3.3. Except as otherwise expressly provided for herein, the Parties agree and warrant that, at all times and for all purposes relevant to this Contract, the County shall remain the sole and exclusive employer of all County Agents and Equalization Division Personnel and that the County shall remain solely and completely liable for any and all County Agents' past, present, or future wages, compensation, overtime wages, expenses, fringe benefits, pension or retirement benefits, travel expenses, mileage allowances, training expenses, transportation costs, and/or other allowances or reimbursements of any kind, including, but not limited to, workers' disability compensation benefits, unemployment compensation, Social Security Act protection(s) and benefits, any employment taxes, and/or any other statutory or contractual right or benefit based on or in any way related to any County Agent's employment status.
  - 2.3.4. This Contract is neither intended, nor shall it be interpreted, to create, change, grant, modify, supplement, supersede, alter, or otherwise affect or control, in any manner, form, or at any time, any right, privilege, benefit, or any other term or condition of employment, of any kind or nature whatsoever, in, upon, or for any County Agent or Equalization Division Personnel with the County, any applicable County employment and/or union contract, and/or any County rule(s), regulation(s), hours of work, shift assignment, order(s), policy(ies), procedure(s), directive(s), ethical guideline(s), etc., which shall, solely and exclusively, govern and control the employment relationship between the County and any County Agent or Equalization Division Personnel and/or the conduct and actions of any County Agent or any Equalization Division Personnel. To illustrate, but not otherwise limit, this Contract does not and shall not be interpreted to limit, modify, control, or otherwise affect, in any manner:
    - 2.3.4.1. The County's sole and exclusive right, obligation, responsibility, and discretion to employ, compensate, assign, reassign, transfer, promote, reclassify, discipline, demote,

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- layoff, furlough, discharge any Equalization Division Personnel and/or pay any and all Equalization Division Personnel's wages, salaries, allowances, reimbursements, compensation, fringe benefits, or otherwise decide any and all such terms and conditions of employment and make any and all employment decisions that affect, in any way, the employment of any Equalization Division Personnel with the County, subject only to its applicable collective bargaining Contracts.
- 2.3.4.2. The County's sole and exclusive right, obligation, and responsibility to determine, establish, modify, or implement any and all operational policies, procedures, orders, rules, regulations, ethical guidelines, and/or any other judgment, policy or directive which, in any way, governs or controls any activity of any County Agent or Equalization Division Personnel, any necessary County Agent or Equalization Division Personnel's training standards or proficiency(ies), any level or amount of required supervision, any and all standards of performance, any sequence or manner of performance, and any level(s) of experience, training, or education required for any Equalization Division Personnel performing any County duty or obligation under the terms of this Contract.
- 2.3.5. The Municipality agrees that except as expressly provided for under the terms of this Contract and/or laws of this State, no County Agent or Equalization Division Personnel, while such person is currently and/or actively employed or otherwise remains on the payroll of the County as a County Agent shall be employed, utilized, or perform any other services, of any kind, directly or indirectly, in any manner or capacity, or otherwise be available to perform any other work or assignments by or for the Municipality during the term of this Contract. This section shall not prohibit the Municipality from employing any person who was a former County Agent but is no longer employed in that capacity by the County.
- 2.3.6. Except as otherwise expressly provided by the Contract and/or applicable State law, the Parties agree and warrant that neither the County, nor any County Agent, nor any Equalization Division Personnel, by virtue of this Contract or otherwise, shall be deemed, considered or claimed to be an employee of the Municipality and/or a Municipality Agent.
- 2.3.7. The Municipality shall not otherwise provide, furnish or assign any Equalization Division Personnel with any job instructions, job descriptions, job specifications, or job duties, or in any manner attempt to control, supervise, train, or direct any Personnel in the performance of any County's Equalization Division Assistance Services duty or obligation under the terms of this Contract.
- 2.4. <u>LIMITS AND EXCLUSIONS ON COUNTY "SERVICES".</u> Except as otherwise expressly provided for within this Contract, neither the County nor any County Agents shall be responsible for assisting or providing any other "Services" or

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assistance to the Municipality or assume any additional responsibility for assisting the Municipality in any other way or manner with any Municipality obligations under any and all State Property Tax Laws, including, but not limited to, providing any attorney or legal representation to the Municipality or any Municipality Agent at any proceeding before the Michigan Tax Tribunal or any other adjudicative body or court, except as expressly provided for in this Contract.

- 2.4.1. The Municipality shall, at all times and under all circumstances, remain solely liable for any and all costs, legal obligations, and/or civil liabilities associated with or in any way related to any Municipality tax appraisal or assessment functions or any other Municipality legal obligation under any applicable State Property Tax Laws. The Municipality shall employ and retain its own Municipality legal representation, as necessary, to defend any such claim or challenge before the State Tax Tribunal or any other court or review body.
- 2.4.2. Except for those express statutory and/or regulatory obligations incumbent only upon licensed Equalization Division Personnel (i.e., State Licensed and Certified Real and/or Personal Property Tax Assessors) to defend property tax appraisals and assessments that they either performed, or were otherwise performed under their supervision, before the Michigan Tax Tribunal, the Parties agree that no other County Agents, including any County attorneys shall be authorized, required and/or otherwise obligated under this Contract or pursuant to any other agreement between the Parties to provide any legal representation to or for the Municipality and/or otherwise defend, challenge, contest, appeal, or argue on behalf of the Municipality before the Michigan Tax Tribunal or any other review body or court.
- §3. TERM OF CONTRACT. The Parties agree that the term of this Contract shall begin on the effective date of this Contract, as otherwise provided herein, and shall end on June 30, 2022, without any further act or notice from either Party being required. Any and all County Services otherwise provided to the Municipality prior to the effective date of this Contract, shall be subject to the terms and conditions provided for herein.
- §4. NO TRANSFER OF MUNICIPALITY LEGAL OBLIGATIONS TO COUNTY. Except as expressly provided for in this Contract, the Municipality agrees that this Contract does not, and is not intended to, transfer, delegate, or assign to the County, and/or any County Agent or Equalization Division Personnel any civil or legal responsibility, duty, obligation, duty of care, cost, legal obligation, or liability associated with any governmental function delegated and/or entrusted to the Municipality under any applicable State Property Tax Laws.
  - 4.1. The Municipality shall, at all times and under all circumstances, remain solely liable for any and all costs, legal obligations, and/or civil liabilities associated with or in any way related to any Municipality tax appraisal or assessment functions or any other Municipality legal obligation. The Municipality agrees that under no circumstances shall the County be responsible for any costs, obligations, and/or civil liabilities associated with its Municipality function or any responsibility under any State Property Tax Law.

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- 4.2. The Municipality shall not incur or create any debts, liens, liabilities or obligations for the County and shall take all necessary steps to ensure that any debts, liens, liabilities or obligations that the Municipality may incur shall not become a debt, liability, obligation or Claim(s) against the County.
- 4.3. The Parties agree that the Municipality shall at all times remain responsible for the ultimate completion of any and all Municipality duties or obligations under any and all applicable State Property Tax Laws. Nothing in this Contract shall relieve the Municipality of any Municipality duty or obligation under any applicable State Property Tax Law.
- 4.4. The Municipality and Municipality Agents shall be and remain responsible for compliance with all Federal, State, and local laws, ordinances, regulations, and agency requirements in any manner affecting any work or performance of this Contract or with any Municipality duty or obligation under any applicable State Property Tax Law.
- §5. NO DELEGATION OR DIMINUTION OF ANY GOVERNMENTAL AUTHORITY. The Parties reserve to themselves any rights and obligations related to the provision of any and all of each Party's respective governmental services, authority, responsibilities, and obligations. Except as expressly provided otherwise herein, this Contract does not, and is not intended to, create, diminish, delegate, transfer, assign, divest, impair, or contravene any constitutional, statutory, and/or other legal right, privilege, power, civil or legal responsibility, obligation, duty of care, liability, capacity, immunity, authority or character of office of either Party to any other person or Party.
  - 5.1. The Parties further agree, notwithstanding any other term or condition in this Contract, that no provision in this Contract is intended, nor shall it be construed, as a waiver of any governmental immunity, as provided by statute or applicable court decisions, by either Party, either for that Party and/or any of that Party's County or Municipal Agents.
  - 5.2. Notwithstanding any other provision in this Contract, nothing in this Contract shall be deemed to, in any way, limit or prohibit the Oakland County Board of Commissioners statutory rights and obligations to review and/or further equalize Municipality property values or tax assessments and/or further act upon any Municipality assessment(s) of property taxes under any applicable State Property Tax Laws, including, but not limited to challenging any Municipality assessment before the Michigan Tax Tribunal.
- §6. PAYMENT SCHEDULE. In consideration of the promises set forth in this Contract, the Municipality agrees to pay to the County during the life of this Contract: For the contract year 2019-2020 the sum of \$16.56 for each real property description and \$12.93 for each personal property description rendered; for the contract year 2020-2021 the sum of \$16.73 for each real property description and \$13.06 for each personal property description rendered; and finally, for the contract year 2021-2022 the sum of \$16.90 for each real property description and \$13.19 for each personal property description. Payment for the contract year 2019-2020 is payable on or before July 1, 2020, payment for the contract year 2020-2021 is payable on or before July 1, 2021 and payment for the contract year 2021-2022 is payable on or before July 1, 2022.

If during the term of this Contract, there are additional services requested of the County, the Parties shall negotiate additional fees to be paid by the Municipality.

- 6.1. All time incurred for Board of Review dates beyond the regular County working hours to be billed at the applicable Equalization Division personnel's overtime rate and charged to the Municipality over and above any other fees described in this Contract, with the following exceptions:
  - 6.1.1. One evening meeting as required by law under MCL § 211.30(3).
  - 6.1.2. Dates requiring overtime set by the Municipality Charter.
- 6.2. The Municipality agrees to be responsible for postage on all personal property statements and personal property notices mailed relating to work performed under this Contract. The Municipality agrees to be responsible for all photographic supplies.
- 6.3. If the Municipality fails, for any reason, to pay the County any monies when and as due under this Contract, the Municipality agrees that unless expressly prohibited by law, the County or the County Treasurer, at their sole option, shall be entitled to a setoff from any other Municipality funds that are in the County's possession for any reason. Funds include but are not limited to the Delinquent Tax Revolving Fund ("DTRF"). Any setoff or retention of funds by the County shall be deemed a voluntary assignment of the amount by the Municipality to the County. The Municipality waives any claims against the County or its Officials for any acts related specifically to the County's offsetting or retaining such amounts. This paragraph shall not limit the Municipality's legal right to dispute whether the underlying amount retained by the County was actually due and owing under this Contract.
- 6.4. If the County chooses not to exercise its right to setoff or if any setoff is insufficient to fully pay the County any amounts due and owing the County under this Contract, the County shall have the right to charge up to the then-maximum legal interest on any unpaid amount. Interest charges shall be in addition to any other amounts due to the County under this Contract. Interest charges shall be calculated using the daily unpaid balance method and accumulate until all outstanding amounts and accumulated interest are fully paid.
- 6.5. Nothing in this Section shall operate to limit the County's right to pursue or exercise any other legal rights or remedies under this Contract against the Municipality to secure reimbursement of amounts due the County under this Contract. The remedies in this Section shall be available to the County on an ongoing and successive basis if Municipality at any time becomes delinquent in its payment. Notwithstanding any other term and condition in this Contract, if the County pursues any legal action in any court to secure its payment under this Contract, the Municipality agrees to pay all costs and expenses, including attorney's fees and court costs, incurred by the County in the collection of any amount owed by the Municipality.
- 6.6. Notwithstanding any other term or condition in this Contract, should the Municipality fail for any reason to timely pay the County the amounts required under this Contract, the Municipality agrees that the County may discontinue, upon thirty (30) days written notice to the Municipality, without any penalty or

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liability whatsoever, any County services or performance obligations under this Contract.

- §7. <u>LIABILITY</u>. The Municipality further agrees that the County shall not be liable to the Municipality for any and all Claim(s), except as otherwise expressly provided for in this Contract.
  - 7.1. The Parties agree that this Contract does not and is not intended to create or include any County warranty, promise, covenant or guaranty, either express or implied, of any kind or nature whatsoever in favor of the other Municipality, and/or any Municipality Agents, or any Municipality Taxpayer or any other person or entity, or that the County's efforts in the performance of any obligation under this Contract will result in any specific monetary benefit or efficiency, or increase in any tax revenue for the Municipality, or will result in any specific reduction or increase in any property assessment, or guarantee that any County services provided under this Contract will withstand any challenge before the State Tax Tribunal or any court or review body, or any other such performance-based outcome.
  - 7.2. In the event of any alleged breach, wrongful termination, and/or any default of any term or condition of this Contract by either the County or any County Agent, the County and/or any County Agent shall not be liable to the Municipality for any indirect, incidental, special or consequential damages, including, but not limited to any replacement costs for County Services, any loss of income or revenue, and/or any failure by the Municipality to meet any Municipality obligation under any applicable State Property Tax Laws, or any other economic benefit or harm that the Municipality may have realized, but for any alleged breach, wrongful termination, default and/or cancellation of this Contract, or damages beyond or in excess of the amount(s) of any amount paid to, received or retained by the County at the time of the alleged breach or default in connection with or under the terms of this Contract, whether such alleged breach or default is alleged in an action in contract or tort and/or whether or not the Municipality has been advised of the possibility of such damages. This provision and this Contract is intended by the Parties to allocate the risks between the Parties, and the Parties agree that the allocation of each Party's efforts, costs, and obligations under this Contract reflect this allocation of each Party's risk and the limitations of liability as specified herein.
  - 7.3. Notwithstanding any other provision in this Contract, with regard to any and all alleged losses, claims, complaints, demands for relief or damages, suits, causes of action, proceedings, judgments, deficiencies, liability, penalties, litigation costs and expenses, including, but not limited to, any reimbursement for reasonable attorney fees, witness fees, court costs, investigation and/or litigation expenses, any amounts paid in settlement, and/or any other amounts, liabilities of any kind whatsoever which are imposed on, incurred by, or asserted against the Municipality or any Municipality Agent by any third person, including but not limited to any Municipality Agent or Municipality Taxpayer, arising out of any activities or Services to be carried out by any County Agent in the performance of this Contract, the Municipality hereby agrees that it shall have no rights pursuant to or under this Contract against the County and/or any County Agents to or for any indemnification (i.e., contractually, legally, equitably, or by implication)

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- contribution, subrogation, or other right to be reimbursed by the County and/or any of County Agents based upon any and all legal theories or alleged rights of any kind, whether known or unknown, for any and all alleged losses, claims, complaints, demands for relief or damages, judgments, deficiencies, liability, penalties, litigation costs and expenses of any kind whatsoever which are imposed on, incurred by, or asserted against the Municipality and which are alleged to have arisen under or are in any way based or predicated upon this Contract.
- 7.4. If the Municipality requests and the County agrees, the County may prepare the actual tax statement for mailing by the Municipality to Municipality residents. In preparing any such tax statement the County shall rely upon certain data provided by the Municipality beyond the data gathered by the County under this Contract, including, but not limited to, the applicable millage rate. The parties agree that under no circumstances shall the County be held liable to the Municipality or any third party based upon any error in any tax statement due to information supplied by the Municipality to the County for such purposes.
- §8. MUNICIPALITY AGENTS AND COOPERATION WITH THE COUNTY. The Municipality agrees that it shall be solely and exclusively responsible, during the term of this Contract, for guaranteeing that all Municipality Agents fully cooperate with Equalization Division Personnel in the performance of all County Services under this Contract. Likewise, the County agrees that it shall be solely and exclusively responsible, during the term of this Contract, for guaranteeing that all Equalization Division personnel fully cooperate with Municipality agents in the performance of all County Services under this Contract.
  - 8.1. Municipality Agents shall be employed and assigned based on appropriate qualifications and other factors as decided by the Municipality. The Municipality agrees that it shall be solely responsible for furnishing all Municipality Agents with all job instructions, job descriptions and job specifications and shall solely control, direct, and supervise all Municipality Agents and shall be solely responsible for the means and manner in which Municipality's duties or obligations under any applicable State Property Tax Laws are satisfied.
  - 8.2. The Municipality agrees that it shall be solely and completely liable for any and all Municipality Agents' past, present, or future wages, compensation, overtime wages, expenses, fringe benefits, pension or retirement benefits, travel expenses, mileage allowances, training expenses, transportation costs, and/or other allowances or reimbursements of any kind, including, but not limited to, workers' disability compensation benefits, unemployment compensation, Social Security Act protection(s) and benefits, any employment taxes, and/or any other statutory or contractual right or benefit based on or in any way related to any Municipality Agent's employment status or any alleged violation of any Municipality Agent's statutory, contractual (e.g., union, employment, or labor contract), constitutional, common law employment right, and/or civil rights by the Municipality. The Municipality agrees to indemnify and hold harmless the County from and against any and all Claim(s) which are imposed upon, incurred by, or asserted against the County or any County Agent by any Municipality Agent and/or which are based upon, result from, or arise from, or are in any way related to any Municipality Agent's wages, compensation, benefits, or other employment-

- related or based rights, including, but not limited to, those described in this section.
- 8.3. The Municipality agrees that no Municipality Agent shall, by virtue of this Contract or otherwise, be considered or claimed to be an employee of the County and/or a County Agent. This Contract does not grant or confer, and shall not be interpreted to grant or confer, upon any Municipality Agents or any other individual any status, privilege, right, or benefit of County employment or that of a County Agent.
- 8.4. The Municipality agrees to provide the County with information regarding any activity affecting the tax status of any parcel including but not limited to the following: Downtown Development Authorities, Redevelopment Plans, Tax Increment Financing Authorities. In addition, the municipality agrees to notify the County immediately of approval of any application for abatement or tax exemption.
- 8.5. The Municipality agrees to inform the County Agents regarding any increase in taxation which is governed by the Truth in Taxation Act. Further, the Municipality agrees to inform the County Agents regarding any millage increase (new) or renewal.
- 8.6. The Municipality will be responsible for Special Assessment billings, maintaining a paper trail of roll changes, maintaining the rolls in balance, and providing the Oakland County Equalization Division with the information necessary to prepare the warrant.
- 8.7. The Municipality agrees that its agents will perform the following functions:
  - 8.7.1. Mechanically make name changes to Sidwell numbers on a monthly basis using the County's Computer terminals.
  - 8.7.2. Provide a copy of all building permits with Sidwell numbers to the County's Equalization Division on a monthly basis.
  - 8.7.3. Be responsible for the establishment, accuracy and compilation of all Special Assessment rolls in the Municipality.
  - 8.7.4. Forward all exemption applications, transfer affidavits, personal property statements and any and all other documents affecting the status or value of property located within the Municipality to the County's Equalization Division in a timely manner.
  - 8.7.5. Forward all information on splits and combinations after approval by the Municipality to the County's Equalization Division.
- 8.8. In the event that Municipality Agents, for whatever reason, fail or neglect to undertake the tasks in Section 8.7 above, the County's Equalization Division may perform these tasks and they shall be paid on a time and material basis. Such rate shall be based upon the wages plus benefits of the person or persons performing said tasks.
- §9. <u>INDEPENDENT CONTRACTOR</u>. The Parties agree that at all times and for all purposes under the terms of this Contract, the County's and/or any and all County Agents' legal status and relationship to the Municipality shall be that of an Independent Contractor.

- Except as expressly provided herein, each Party will be solely responsible for the acts of its own employees, Agents, and servants during the term of this Contract. No liability, right or benefits arising out of an employer/employee relationship, either express or implied, shall arise or accrue to either Party as a result of this Contract.
- §10. COUNTY PRIORITIZATION OF COUNTY RESOURCES. The Municipality acknowledges and agrees that this Contract does not, and is not intended to, create either any absolute right in favor of the Municipality, or any correspondent absolute duty or obligation upon the County, to guarantee that any specific number(s) or classification of County Agents will be present on any given day to provide County services to the Municipality.
- §11. <a href="INDEMNIFICATION">INDEMNIFICATION</a>. Each Party shall be responsible for any Claims made against that Party and for the acts of its Employees or Agents. In any Claims that may arise from the performance of this Contract, each Party shall seek its own legal representation and bear the costs associated with such representation including any attorney fees. Except as otherwise provided in this Contract, neither Party shall have any right under any legal principle to be indemnified by the other Party or any of its Employees or Agents in connection with any Claim. This Contract does not, and is not intended to, impair, divest, delegate or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of the Parties. Nothing in this Contract shall be construed as a waiver of governmental immunity for either Party.
- §12. CANCELLATION OR TERMINATION OF THIS CONTRACT. Except as follows, and notwithstanding any other term or provision in any other section of this Contract, either Party, upon a minimum of ninety (90) calendar days written notice to the other Party, may cancel and/or completely terminate this Contract for any reason, including convenience, without incurring any penalty, expense, or liability to the other Party. The effective date for any such termination is to be clearly stated in the notice.
  - 12.1. At 5:00 p.m. on the effective date of the cancellation of this Contract all Municipality and/or County obligations under this Contract, except those rights and obligations expressly surviving cancellation as provided for in this Contract, shall end.
  - 12.2. The Municipality agrees that any and all Municipality obligations, including, but not limited to, any and all indemnification and hold harmless promises, waivers of liability, record-keeping requirements, any Municipality payment obligations to the County, and/or any other related obligations provided for in this Contract with regard to any acts, occurrences, events, transactions, or Claim(s) either occurring or having their basis in any events or transactions that occurred before the cancellation or completion of this Contract, shall survive the cancellation or completion of this Contract.
- §13. EFFECTIVE DATE, CONTRACT APPROVAL, AND AMENDMENT. The Parties agree that this Contract, and/or any subsequent amendments thereto, shall not become effective prior to the approval by concurrent resolutions of both the Oakland County Board of Commissioners and the Governing Body of the Charter Township of Oakland. The approval and terms of this Contract, and/or any possible subsequent amendments thereto, shall be entered in the official minutes and proceedings of both the Oakland County Board of Commissioners and the Governing Body of the Charter Township of

- Oakland and shall also be filed with the office of the Clerk of the County and the Clerk for the Charter Township of Oakland.
- §14. The Parties agree that this Contract, and/or any possible subsequent amendments, shall be filed with the Michigan Secretary of State and this Contract, and/or any possible subsequent amendments, shall not become effective prior to this required filing with the Secretary of State.
  - 14.1. The Parties agree that except as expressly provided herein, this Contract shall not be changed, supplemented, or amended, in any manner, except as provided for herein, and no other act, verbal representation, document, usage or custom shall be deemed to amend or modify this Contract in any manner.
- §15. NO THIRD-PARTY BENEFICIARIES. Except as expressly provided herein for the benefit of the Parties (i.e., County or Municipality), this Contract does not, and is not intended to, create, by implication or otherwise, any direct or indirect obligation, duty, promise, benefit, right to be indemnified (i.e., contractually, legally, equitably, or by implication) and/or any right to be subrogated to any Party's rights in this Contract, and/or any other right of any kind, in favor of any person, including, but not limited to, any County Agent or Municipality Agent or any Municipality Taxpayer, any Taxpayer's legal representative, any organization, any alleged unnamed beneficiary or assignee, and/or any other person.
- §16. CONSTRUED AS A WHOLE. The language of all parts of this Contract is intended to and, in all cases, shall be construed as a whole according to its fair meaning, and not construed strictly for or against any Party. As used in this Contract, the singular or plural number, possessive or nonpossessive shall be deemed to include the other whenever the context so suggests or requires.
- §17. <u>CAPTIONS</u>. The section headings or titles and/or all section numbers contained in this Contract are intended for the convenience of the reader and not intended to have any substantive meaning and are not to be interpreted as part of this Contract.
- §18. NOTICES. Except as otherwise expressly provided for herein, any and all correspondence, invoices, and/or any other written notices required, permitted or provided for under this Contract to be delivered to either Party shall be sent to that Party by first class mail. All such written notices, including any notice canceling or terminating this Contract as provided for herein, shall be sent to the other Party's signatory to this Contract, or that signatory's successor in office, at the addresses shown in this Contract. All correspondence or written notices shall be considered delivered to a Party as of the date that such notice is deposited with sufficient postage with the U.S. Postal Service.
- §19. WAIVER OF BREACH. The waiver of a breach of any provision of this Contract shall not operate or be construed as a waiver of any subsequent breach. Each and every right, remedy and power granted to either Party or allowed it by law shall be cumulative and not exclusive of any other.
- §20. <u>ENTIRE CONTRACT</u>. This Contract, consisting of a total of fourteen (14) pages, sets forth the entire agreement between the County and the Municipality and fully supersedes any and all prior agreements or understandings between them in any way related to the subject matter hereof. It is further understood and agreed that the terms and conditions herein are contractual and are not a mere recital and that there are no other agreements, understandings, contracts, or representations between the County and the Municipality in

any way related to the subject matter hereof, except as expressly stated herein. This Contract shall not be changed or supplemented orally and may be amended only as otherwise provided herein.

For and in consideration of the mutual assurances, promises, acknowledgments, warrants, representations, and agreements set forth in this Contract, and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, the undersigned hereby execute this Contract on behalf of the Parties, and by doing so legally obligate and bind the Parties to the terms and conditions of this Contract.

IN WITNESS WHEREOF, Michael D. Bailey, Supervisor of the Charter Township of Oakland hereby acknowledges that he has been authorized by a resolution of the Governing Body of the Charter Township of Oakland, a certified copy of which is attached, to execute this Contract on behalf of the Municipality and hereby accepts and binds the Charter Township of Oakland to the terms and conditions of this Contract.

EXECUTED:	Michael D. Bailey, Supervisor Charter Township of Oakland	DATE:
WITNESSED:	Karen Reilly, Clerk Charter Township of Oakland	DATE:
Commissioner Oakland Cour Contract on be	WHEREOF, David T. Woodward, Chairpersons, hereby acknowledges that he has been a sity Board of Commissioners, a certified copy ehalf of the Oakland County, and hereby accorditions of this Contract.	uthorized by a resolution of the of which is attached, to execute this
EXECUTED:	David T. Woodward, Chairperson Oakland County Board of Commissioners	DATE:
WITNESSED:	s	DATE:
(Print Name)	County of Oakland	DATE:

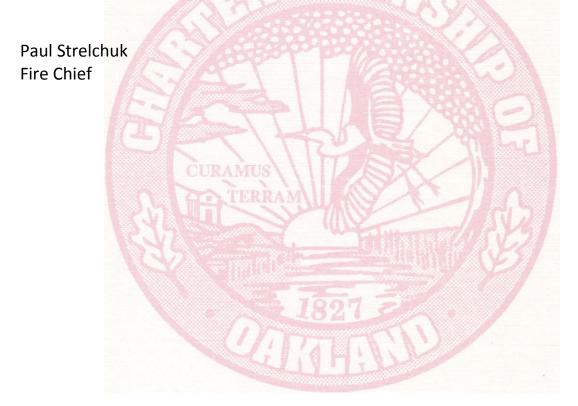
### Charter Township of Oakland Fire Department

### Paul Strelchuk, Fire Chief

4393 Collins Road, Rochester, Michigan 48306-1670 Telephone: (248) 651-6930 • Fax: (248) 650-8634 E-mail: fire@oaklandtownship.org

### Board of Trustees,

The attached resolution is a renewal of a resolution passed in 2015. Oakland County requires that this be renewed every four years. Having this Support Emergency Operations Plan on file with the County establishes eligibility for Oakland Township to receive Section 19 disaster funding in case of an emergency.



### CHARTER TOWNSHIP OF OAKLAND OAKLAND COUNTY, MICHIGAN

RESOLUTION: 19-05

### A RESOLUTION OF THE BOARD OF TRUSTEES TO ADOPT THE CHARTER TOWNSHIP OF OAKLAND EMERGENCY OPERATIONS SUPPORT PLAN.

At a meeting of the Charter Township of Oakland, Oakland County, Michigan, held on the 23<sup>th</sup> day of April, 2019 at the Township Hall, located at 4393 Collins Road, Rochester, Michigan.

The fo	llowing resolution was offered by and seconded by		
WHEREAS,	EREAS, the Township of Oakland elected to be incorporated into the Oakland County Emergency Management Program and that by becoming part of the Oakland County Emergency Management Program, the Township of Oakland, and Oakland County have certain responsibilities to each other		
WHEREAS,	this Emergency Operations Support Plan has been developed to identify the responsibilities between the Township of Oakland and Oakland County in regards to emergency management activities.		
WHEREAS,	the plan provides a framework for the Township to use in performing emergency functions before, during, and after a natural disaster, hostile attack, technological incident or other emergency.		
WHEREAS,	this support plan is to be used in concurrence with Oakland County's Emergency Operations Plan as it is a supporting document.		
WHEREAS,	the support plan will be maintained in accordance with the current standards of the Oakland County Emergency Operations Plan. Review of this plan shall be accomplished every four years.		
NOW, THERE	<b>EFORE</b> , the Board of Trustees hereby adopts this Emergency Operations Support Plan, in support to the Oakland County Emergency Operations Plan.		
	y that the foregoing is a true and complete copy of a resolution duly e Charter Township of Oakland, at a regular meeting held on April 23,		
	Karen Reilly. Township Clerk		

### EASEMENT USE AGREEMENT

This Agreement made and entered into this \_\_\_\_\_\_ day of \_\_\_\_\_\_\_, 2019 by and between Mark T. Hammond and Kirstin A. Hammond, husband and wife, whose address is: 4788 Pinnacle Blvd, Oakland Township, MI 48306 ("Homeowner") and the Charter Township of Oakland, a Michigan municipal corporation, whose address is 4393 Collins Road, Rochester, Michigan 48306 ("The Township").

#### WITNESSETH:

WHEREAS, **Homeowner** is the owner of certain real property, said property being described more particularly as:

Unit No. 20, "THE PINNACLE AT OAKLANDS", according to the Master Deed recorded in Liber 46478, Page 087, First Amendment recorded in Liber 46540, Page 884, Second Amendment recorded in Liber 46554, Page 145, Third Amendment recorded in Liber 47327, Page 209, and designated as Oakland County Condominium Plan No. 2058, together with rights in the general common elements and the limited common elements as shown on the Master Deed and as described in Act 59 of the Public Acts of 1978, as amended.

Sidwell No. 10-29-401-020

WHEREAS, there is located over said property a permanent easement for sanitary sewer purposes, said easement having been granted to the "Township", as shown in the Master Deed recorded in Liber 46478, Pages 087-152, Oakland County Records; and,

WHEREAS, **Homeowner** acknowledges and accepts the rights of the **Township** in permanently maintaining control and usage of said easement; and,

WHEREAS, **Homeowner** has constructed a water feature, decorative wall, and related appurtenances (**referred to as the "Improvements"**) within said easement; and

WHEREAS, the **Township** does not object to the placement of said Improvements within said easement.

NOW, THEREFORE, in consideration of the premises and covenants and undertakings hereinafter contained, and for **ONE DOLLAR** (\$1.00), receipt of which is hereby acknowledged, **Homeowner** and **Township** mutually agree as follows:

- (1) **Homeowner** shall be allowed to maintain the **Improvements** within said easement as depicted in the as-built plans and drawings prepared by Fenn & Associates, Inc. dated November 6th, 2018. Said **Improvements** to be used for personal enjoyment, and further subject to the following conditions:
  - (a) **Homeowner** and its successors or assigns, shall not change, modify, or expand the **Improvements** located within the easement without prior approval from the **Township**.
  - (b) **Homeowner** shall not change the grade within the easement to interfere with or impede the flow of surface drainage.
  - (2) The **Improvements** shall be subject to the paramount rights of the **Township**.
- (3) Except as permitted by this agreement, the **Homeowner** and its successors or assigns, shall not build or convey to others permission to build any permanent structures in or on the easement area. As used herein, the term "**permanent structures**" shall include, by way of example but not limitation, garages, additions, decks or other structures which require footings or structures that impair, obstruct or adversely affect the rights of the **Township** under said easement. Notwithstanding anything else contained herein, in the event it becomes necessary for the **Township**, its agents or assigns to maintain, operate, repair, clean, enlarge, relocate, or otherwise improve the sewer system, and in doing so it requires the removal, disassembly, disturbance or

destruction of the **Improvements** located within the easement, the **Homeowner** and its successors or assigns, shall be solely responsible for any increased costs to the **Township** and all costs associated with the restoration of said **Improvements**.

- (4) **Homeowner** and its successors or assigns, shall indemnify and defend the **Township** against, and shall forever hold the **Township** harmless from, any and all losses, liability, actions, claims, demands, costs, expenses, injuries or damages of any kind whatsoever which may be brought or made which shall be caused by or arise out of any use of the easement by **Homeowner** and its successors, assigns, guests, visitors, invitees, licensees, and any other person coming upon the premises.
- (5) **Homeowner** and its successors or assigns, shall acknowledge and further hold harmless the **Township** for any and all costs and expenses incurred in and arising **out** of any use of the easement for any of the purposes legally allowed arising out of the existence of said easement.
- (6) **Homeowner** shall be responsible for any damage to the **Township** facilities due to construction or future use of the **Improvements.**
- (7) **Homeowner** and its successors or assigns, shall grant a new easement for **ONE DOLLAR** (\$1.00) to the **Township** should it become necessary for the **Township** to relocate the sanitary sewer, or any portion thereof across the subject property, due to any damage caused by construction, future use of the **Improvements** or failure of the sewer.
- (8) **Homeowner** and/or their contractor shall be responsible for and obtain any permits, approvals or clearances as may be required from federal, state or local authorities, the public utilities and private property owners.

(9) The terms, conditions, covenants and other provisions contained in this Agreement shall run with the land and be binding upon and inure to the benefit of each of the parties hereto and their respective agents, successors and assigns; further, this instrument shall be recorded in the Register of Deeds Office, Oakland County, Michigan, as a condition precedent to effectuation of the Agreement.

**IN WITNESS WHEREOF**, the parties have hereunto set their hands and seals the day and year first above written.

HOMEOWNER

WITNESSES

WIIWEBBEB	HOWEO WILLIAM
	(L.S.)
	Mark T. Hammond
	(L.S.)
	Kirstin A. Hammond
	TOWNSHIP
	CHARTER TOWNSHIP OF OAKLAND, a Michigan municipal corporation
	Ву:
	Ita

### **ACKNOWLEDGEMENT**

STATE OF MICHIGAN )	
) ss.	
COUNTY OF OAKLAND )	
On this day of	, 2019, before me a Notary Public in and for
said County, personally appeared Mark T. Ham	amond and Kirstin A. Hammond, husband and
wife, to me known to be the same persons describe	ed in and who executed said document, who then
acknowledged the same to be their free act and dee	d.
	Notary Public
	County,
	Acting in County of

### This instrument drafted by:

Jeffrey S. Parrott, Right of Way Department Oakland Township Water Resources Commissioner's Office Building 95 West One Public Works Drive Waterford, Michigan 48328-1907

### Adam T. Kline

### **Contact Information**

Address: Goodrich, Michigan Home: 1

Email:



### Education

• Bachelor of Science - Community Development/Public Administration, 2011 Central Michigan University, Mt. Pleasant, Michigan

### Work History

11/2016 to Present

Lansing Township, Michigan (population 8,100)

Chief of Police

12/1987 to 11/2016

White Lake Township, Michigan (population 31,100)

3/2014 to 11/2016

Chief of Police

4/2013 to 3/2014

Lieutenant/Commander Investigative Division

1/2010 to 4/2013

Lieutenant/Commander Patrol Division

5/2005 to 1/2010

Patrol Sergeant

1/1994 to 5/2005

Detective

12/1987 to 11/1994

Patrol Officer

1/1984 to 1/1987

United States Army

Areal Observer

### Data Summary:

Candidate:	Adam T. Kline		
Organization:	Lansing Township, Michigan		
Position:	Chief of Police		
Organization Budget:	\$4.9 million		
Total Number of Employees in Organization:	35		
Expected Salary:	\$95,000		
Reporting Relationship:	Chief of Police		
Years of Experience:	35		

### Professional Affiliations:

- Michigan Association of Chiefs of Police
- FBI National Academy Associates

### Adam T. Kline



### **Professional Profile**

### Objective

Provide accurate portrayal of work experience and education in effort to better familiarize The Township of Oakland with my skill sets, experience, and education as it pertains to the Township Manager position.

### Skills Summary

- Organizational
   Operations
- Training Coordinator
- · Major Projects
- Equipment acquisition
- Budgeting
- Union/Management Negotiations

- Personnel acquisition
- IT Coordinator
- Internal Investigations
- Annual Reports
- Community initiatives
- FOIA Coordinator

#### **Professional Experience**

### November 2016 - Present

### Lansing Township Chief of Police

Direct all activities of the police department

- Implements goals, objectives, policies, procedures, and standards for the department
- strategically plans for the use of resources, coordinates activities, and ensuring high quality service
- · Hire, Discipline, Organize, and review all the department staff.
- Develops and implements emergency management plans and programs to maximize police services in coordination with the Township Supervisor, Township Fire Department, Township Board, and private organizations.
- Organizes and prepares police budget
- Negotiation team for union contracts

Direct all activities of the police department

April 2013- March 2014 - White Lake Township Police Lieutenant/Commander Investigative Division

· Criminal Investigations, FOIA Coordinator, Narcotics Investigations

IT Coordinator, Internal Investigations, Acting Chief

January 2010- April 2013 - White Lake Township Police

Lieutenant/Commander Patrol Division

- Dispatch commander, Fleet Maintenance, Uniform Accounts,
- Training-State 911&302, Building Maintenance, Equipment Acquisition,

May 2005- January 2010 - White Lake Township Police Patrol Sergeant

 Shift Commander, Field Training Supervisor, Dispatch Supervisor, Acting

Lieutenant

November 1994- May 2005 - White Lake Township Police Detective

 Major Case Investigator, Criminal Sexual Assault Investigator, Builders Trust

Investigator, Acting Sergeant

December 1987- November 1994 - White Lake Township Police Patrol Officer

 Field Training Officer, 3-year MADD Award recipient, Acting Sergeant

### May 1998 - Present

Village of Goodrich Planning Commission Board President - 2007

### January 1984 – January

<u>1987</u>

U.S. Army

- Aerial Observer
- OH-58 Helicopter Mechanic

### **Education**

- CENTRAL MICHIGAN UNIVERSITY Mt. Pleasant, Michigan BS-Community Development/Public Administration
- FBI NATIONAL ACADEMY Quantico, Virginia Graduate Certificate – University of Virginia, 2012
- NORTHWESTERN UNIVERSITY Evanston, Illinois Police Staff and Command, 2006
- DETROIT POLICE ACADEMY Detroit, Michigan Class 88-C, 1988

### Anthony L. Moggio

### **Contact Information**

Address:

Rochester, Michigan

Email: Tallion and the second second



### Education

· Bachelor of Science - Accounting, 2011 Oakland University, Rochester, Michigan

· Associate of Business Administration, 2007 Oakland Community College, Auburn Hills, Michigan

### Work History

2004 to Present

City of Rochester, Michigan (population 13,000)

2016 to Present

Finance Director/Treasurer

2003 to Present

Lieutenant, Firefighter & Emergency Medical Technician - Volunteer

Fire Department

2014 to 2016

Assistant to the City Manager & Financial Analyst

2011 to 2014

Accounting Technician - General Ledger

2009 to 2011

Cashier

2004 to 2009

Fire Inspector

2016 to Present

State of Michigan Task Force One, Michigan

Technical Information Specialist

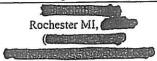
### Data Summary:

Candidate:	Anthony L. Moggio
Organization:	City of Rochester,
e es so s so s	Michigan
Position:	Finance Director/
WW 0 0 0 0 W	Treasurer
Organization Budget:	\$37.8 million
Department Budget:	\$1.4 million
Total Number of Employees in Organization:	76
Total Number of Employees in Department:	8
Expected Salary:	\$95,000-\$98,000
Reporting Relationship:	City Council
Years of Experience:	15

### Professional Affiliations:

- Michigan Municipal Treasurers Association
- Government Finance Officers Association Michigan
- Government Finance Officers Association
- Oakland County Treasurers Association
- Association of Public Treasurers

### Anthony L. Moggio



Dynamic leadership style with experience in a wide variety of disciplines including finance, budgeting, fire department operations, operational efficiency, process improvement, strategic planning, financial forecasting and modeling, information technology and team development. Constantly striving for new improvements beyond conventional boundaries through state-of-the-art methods, technology and best practices to deliver exemplary service levels with transparency, accuracy and understanding aligned with organizational goals.

### EXPERIENCE & ACCOMPLISHMENTS

Finance Director / Treasurer, City of Rochester, MI

2016-Present

Leading my team to push forward great financial budgeting, reporting, long-term planning and financial management. Presenting complex information in a clear and understandable way to all constituents with high levels of transparency and justifications for all financial practices. Ensuring proper accounting practices and procedure oversight to my 8-member team.

 Ensure strong accounting and financial management for Federal, State and local regulations and compliance.

 Created written policies and procedures for finances, budgeting process, project prioritization.

Implement city council policies and procedures with compliance monitoring.

Responsible for managing the City's budget program, coordinating with City auditors, department heads and general employees with projects.

✓ Prepare and file State of Michigan reports (E.V.I.P./C.V.T.R.S., Act 51, C.D.B.G. funds & various others).

 Coordinate strategic planning initiatives and objectives while utilizing adaptive leadership skills.

✓ Enhanced City I.T. across all departments and implemented BS&A ERP software.

Created a unique employee evaluation process tying performance to city objectives.

Lieutenant, Firefighter & Emergency Medical Technician for the City of Rochester Volunteer Fire Department, Rochester MI 2003-present

Assisted fire chief with and through the transition of the fire department from a volunteer/paid on call model to a hybrid model. We utilized technology and planning tools to model various scenarios to meet the board objectives. Once the goals were set, we started implementing the direction of council in establishing policies, procedures and processes for the department. Participates regularly in disaster planning, attends County and other trainings on a regular basis. Handle personnel issues appropriately and ensure compliance with operating procedures and guidelines. Constant monitoring of I.T. systems and development of models where appropriate to accomplish organizational goals. Continued adaptive leadership training and development to keep the department and the City moving forward.

 Coordinate strategic planning initiatives, objectives, and monitor progress utilizing adaptive leadership.

 Created model to ensure that mandatory training requirements, tracking and compliance was achieved to coincide with the National Firefighters Protection Agency regulations.

✓ Instructor coordinator – training new EMT's and firefighters.

Responsible for firefighters, technical rescue members and I.T. support team members.

Technical Information Specialist for the State of Michigan Task Force One

2016-Present Responsible for documenting, tracking and retrieving all pertinent information to support management and operations during an incident. Planning and managing operations systems in disasters utilizing knowledge and the ability to think clearly in high stress environments.

Assistant to the City Manager & Financial Analyst, City of Rochester, MI

2014-2016
Created plan that consolidated two positions, resulting in S90k+ per annum savings; creation of two-part time positions coinciding with expanding office hours to serve the public; remaining funding reallocated to other projects. Identified, researched and implemented the online property information lookup system to provide greater transparency and easier information access to users. Orchestrated the closing and distribution of the fire department pension including ensuring that proper I.R.S. forms were filed and taxes were withheld and paid as appropriate.

- Assisted in pension and OPEB processes and creation of pension board.
- ✓ Responsible for special projects across all City departments functions.
- ✓ Assisted in preparation of the City's parking structure bond Official Statement (OS).
- ✓ In-depth understanding of processes, operations and strategy.
- ✓ Strong leadership, motivational and managerial skills.
- Served on CLEMIS testing board for updating FRMS program.
- Continued responsibilities of the Accounting Technician General Ledger position.

Accounting Technician – General Ledger, City of Rochester, MI

2011-2014

Developed budgeting model tool into a comprehensive budgeting model. Assisted regularly the City auditors in extrapolating data from various programs and systems necessary for schedule information for qualifying and receiving the Comprehensive Annual Financial Award from the Government Finance Officers Association since 2011.

- ✓ Multiple efficiencies with Access/Excel programming.
- ✓ Lead I.T. coordinator for City departments.

Cashier, City of Rochester, MI

2009-2011

Increased quality of service and reduced service time by analyzing and reorganizing the process structure. Challenged status quo by incorporating the front-counter workspace design into the renovation of the City hall lobby at minimal cost. This allowed for the consolidation of tasks and for one position to service a wider variety of customers, including those with disabilities, more efficiently. Increasing quality of service and reducing time for transactions allowed other areas more time and provided customers quicker quality service.

Fire Inspector for the City of Rochester, MI

2004-2009

Established scheduling program for inspections that resulted in annual checks for businesses, added new businesses through an auditing process. Established lasting relationships with businesses to ensure safety compliance and helped all income ranged businesses get the most affordable priced solutions without sacrificing safety levels.

#### COMMUNITY INVOLVEMENT, ACTIVITIES & ACHIEVMENTS

- Exemplary service merit awards from Oakland County Medical Control.
- > Oakland County Treasurers Association Board Member.
- Community service acknowledgements.
- Community volunteering projects: building barn for Becca, terminally ill child through Rainbow Connection; Howlett park bridge community project; non-profit fundraisers (RAYA/RARA/Boy Scouts) spaghetti dinners/pancake breakfasts; Community house volunteer dinners; Goodfellow's paper sale benefiting the Rochester area food pantry.

#### EDUCATION

Bachelor of Science majoring in Accounting from Oakland University, Rochester MI
Associate in Business Administration from Oakland Community College, Auburn Hills MI,
Member of Phi Theta Kappa honor society

#### ADDITIONAL SPECIALTIES & TRAINING

- Certified Public Funds Investment Manager.
- Federal Aviation Administration Part 107 Airman Certificate for Unmanned Aircraft Systems.
- Strategic Planning by Creating, Aligning, Coordinating and Implementing objectives to match organizational goals.
- Command and adaptive leadership training.
- Knowledge of local government practices and procedures.
- IT & telecommunication systems.
- Project management.
- Proficiency in GIS, BSA, Fund Balance, and QuickBooks software as well as Microsoft Office Word. Excel (extensive knowledge), Power Point, Access, video and sound editing.
- License Instructor Coordinator with the State of Michigan, license #3205002758.
- Licensed EMT Basic, license #3203043192.
- Training in auto-cad, welding, robotic welding, robotic programming, pneumatics, hydraulics, electrical, machining and CNC machining.
- Technician training in Hazardous Materials, Trench Rescue, Confined Space and Structural Collapse, rope rescue and water rescue.
- Specialty courses in clandestine drug labs, responding to weapons of mass destruction and responding to terrorist bombings.
- Certificates in Firefighter I and II and NIMS 100, 200, 300, 400, 700 and 800.
- Blue Card certification, a regionally adopted company officer's standardization guide to incident tactics.

### REQUEST FOR ACTION

### CHARTER TOWNSHIP OF OAKLAND BOARD OF TRUSTEES

To: Oakland Township Board of	f Trustees	Date: April 17, 2019		
From: Barb Barber, Historic Prese	ervation Planner	Date for Consideration: April 23, 2019		
Oakland Township Historic	District Commission	on		
Action Requested: Approval of Co	ontract Award for S	hed Concrete Pad		
Current Action X	Emergency	Future		
Budgeted: FY 2019-2020 Budget	Acct. #280-901-975.	000 -CLF Restoration - \$		
Township Manager's Approval/Re	view			
BACKGROUND INFORMATION	<u>I</u>			
The Oakland Township Historic District Commission would like to replace the broken concrete at the northern section of the dairy barn footprint. The current concrete pad is broken into large sections. There are four bids that will be reviewed at the April 17, 2019 HDC meeting with the lowest qualified amount and contractor being recommended for approval.				
<b>JUSTIFICATION</b>				
The Historic District Commissioner i implements and this area of concrete	_	1 1		
PROJECT OR IMPROVEMENT? The area for replaced concrete is 20' added, with grass seed planted.	•	amount of "slab" concrete being removed, fill		
COSTS Project Costs will be submitted prior estimated project cost, prior to bid aw	•	yet will not make the packet deadline. The 4,000.		
PROJECT TIME TABLE  There are two windows for work being 20. The larger window is during May		efore June 1, or after June 9 and before June oid summer activities.		
	a cost of \$ 975.000.	to move forward with the Cranberry from HDC appropriated funds		
Request for Action	CLF Shed P	ad Concrete		

Request for Action



# REQUEST FOR PROPOSAL TO INSTALL A CONCRETE PAD AND REMOVE OLD CRANBERRY LAKE FARM HISTORIC DISTRICT 388 WEST PREDMORE ROAD OAKLAND TOWNSHIP, MI 48363





### PROJECT OVERVIEW

The Charter Township of Oakland is requesting a quote for the work to remove broken concrete pad and install a new concrete pad with a foundation.

### AGENCY: Charter Township of Oakland

Mail: 4393 Collins Road Attention: HDC

Rochester, MI 48306 Office Number 248-608-6807

Email: bbarber@oaklandtownship.org

### PROPOSAL DEADLINE: (please so we can award by mid-April and work can begin)

Date April 16, 2019 4:00 pm received via mail or email to <u>bbarber@oaklandtownship.org</u>. You will receive an email confirmation that bid has been received by April 16, 2019 by 4:30 pm.

### **CONTRACTOR INSTRUCTIONS:**



- 1. Remove the rotted wood timbers and make a stone pile of loose rocks.
- 2. Remove old concrete at the area called the Shed footprint.
- 3. Remove the broken concrete pieces to the north of the Shed.
- 4. Restore the original rectangular pad 20' x 20' (red outline) with new concrete.
- 5. Match as best as possible the texture and color of the old concrete.
- 6. Include a 12" wide by 42" deep foundation around the perimeter.
- 7. Add fill dirt and level the area around the new pad so that we can plant grass seed.

### **THE PROPOSAL SHALL INCLUDE:**

- 1. Cost of the work
- 2. Supply business name, address, phone number, and contact person
- 3. Project timeline (Including expected start and completion dates—work can begin after Board Approvals and contracts signed and proof of Liability Insurance with Oakland Township named Additional Insured.
- **4.** Include your warranty for the work

### **OPTIONAL SITE VISIT:**

On your own. Project located at 388 West Predmore Road, Oakland, MI 48363. Directions and questions; call Barb Barber at HDC office number 248-608-6807 or cell 586-703-3933.

### **GENERAL CONDITIONS:**

All proposals received by due date and time will be evaluated. The Charter Township of Oakland Historic District Commission reserves the right to reject any and all proposals, to make an award based directly on the proposals, or to negotiate further with one or more firms. The firm selected for the award will be chosen on the basis of the apparent greatest benefit to the township.

The contractor selected is required to have liability insurance and should send copies of insurance coverage to <a href="mailto:bbarber@oaklandtownship.org">bbarber@oaklandtownship.org</a>.

Oakland Township is an Equal Opportunity Employer and does not discriminate on the basis of race, color, sex, religion, national origin, age, or disability.

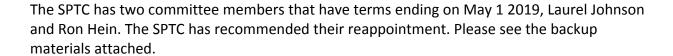
## Memo

To: Board of Trustees

From: Jamie Moore, Interim Township Manager

Date: April 7, 2019

Re: Safety Paths and Trails Committee (SPTC) Reappointments



### Possible Motions:

To reappoint Laurel Johnson to the Safety Paths and Trails Committee with a term end date of May 1, 2022.

To reappoint Ron Hein to the Safety Paths and Trails Committee with a term end date of May 1, 2022.



Oakland Township Board of Trustees Courtney Wahnefried, Recording Secretary SPTC From:

Date: 04/12/2019

To:

Re: Safety Path and Trails Committee Member Recommendation to the Board of

**Trustees** 

At the Safety Path and Trails Committee meeting on April 3, 2019 the committee voted to recommend the reappointment of Laurel Johnson and Ron Hein. Their current terms will expire on May 1, 2019. If appointed, the new term end date would be May 1, 2022.

Attached you will find the draft meeting minutes from the April 3, 2019 SPTC meeting and the candidate applications.

Thank you.

## CHARTER TOWNSHIP OF OAKLAND BOARDS AND COMMISSIONS APPLICATION



4393 COLLINS ROAD, ROCHESTER, MI 48306-1670 TELEPHONE (248) 651-4440 FAX: (248) 651-1510

THIS FORM IS AN APPLICATION TO SERVE ON OAKLAND TOWNSHIP'S VARIOUS BOARDS AND COMMISSIONS. AS VACANCIES OCCUR, APPLICATIONS WILL BE USED AS A RESOURCE FOR FILLING OPEN POSITIONS. APPLICATIONS WILL BE KEPT ON FILE FOR ONE YEAR, UNLESS WITHDRAWN BY THE APPLICANT.

NAME: RON HEIN					
Address:	PHONE				
	PLEASE CHECK THE BOX NEXT TO ANY OF THE BOARDS OR COMMISSIONS ON WHICH YOU WOULD LIKE TO SERVE. THE FOLLOWING PAGE INCLUDES A BRIEF DESCRIPTION OF EACH.				
<ul> <li>□ BOARD OF TRUSTEES</li> <li>□ PLANNING COMMISSION</li> <li>□ ZONING BOARD OF APPEALS</li> <li>□ PARKS AND RECREATION COMMISSION</li> </ul>					
PREVIOUS BOARDS OR COMMISSIONS YOU	HAVE SERVED ON: PLANNING COMMISSION				
ZONING BOARD OF APPEA	LS SAFETY PATH AND TRAILS				
RELEVANT BACKGROUND EXPERIENCE FO	•				
	MARKET ROJERCH EXPERIENCE				
RESIDENT OF TOWNSHIP					
7,250					
Any additional comments:					
PLEASE ATTACH ANY DOCUMENTATION Y	YOU FEEL WOULD BE RELEVANT TO YOUR APPLICATION				
I SUBMIT THE ABOVE TO BE TRUE TO THE BEST OF MY KNOWLEDGE AND REALIZE THAT THIS APPLICATION AND THE INFORMATION PROVIDED MAY BE SUBJECT TO THE OPEN MEETINGS ACT. THE FREEDOM OF INFORMATION ACT AND OTHER STATE AND FEDERAL LAWS:					
	SIGNATURE: R. G. Hei				
	DATE: 3/6/19				

2019MAR 7 9:10AF

# CHARTER TOWNSHIP OF OAKLAND BOARDS AND COMMISSIONS APPLICATION



4393 Collins Road, Rochester, MI 48306-1670 Telephone (248) 651-4440 Fax: (248) 651-1510

THIS FORM IS AN APPLICATION TO SERVE ON OAKLAND TOWNSHIP'S VARIOUS BOARDS AND COMMISSIONS. AS VACANCIES OCCUR, APPLICATIONS WILL BE USED AS A RESOURCE FOR FILLING OPEN POSITIONS. APPLICATIONS WILL BE KEPT ON FILE FOR ONE YEAR, UNLESS WITHDRAWN BY THE APPLICANT.

NAME: LOUVEI JOHNSON				
Address:	PHONE:			
PLEASE CHECK THE BOX NEXT TO ANY OF THE BOARDS OR COMMISSIONS ON WHICH YOU WOULD LIKE TO SERVE. THE FOLLOWING PAGE INCLUDES A BRIEF DESCRIPTION OF EACH.				
<ul> <li>□ BOARD OF TRUSTEES</li> <li>□ PLANNING COMMISSION</li> <li>□ ZONING BOARD OF APPEALS</li> <li>□ PARKS AND RECREATION COMMISSION</li> <li>PREVIOUS BOARDS OR COMMISSIONS YOU HAVE SEED</li> </ul>	☐ LIBRARY BOARD ☐ HISTORIC DISTRICT COMMISSION ☐ BOARD OF REVIEW ☐ SAFETY PATH AND TRAILS COMMITTEE  RVED ON:			
RELEVANT BACKGROUND EXPERIENCE FOR SERVING ON REQUESTED BOARD(S):				
ANY ADDITIONAL COMMENTS:				
PLEASE ATTACH ANY DOCUMENTATION YOU FEEL WOULD BE RELEVANT TO YOUR APPLICATION, INCLUDING A RESUME IF DESIRED.  I SUBMIT THE ABOVE TO BE TRUE TO THE BEST OF MY KNOWLEDGE AND REALIZE THAT THIS APPLICATION AND THE INFORMATION PROVIDED MAY BE SUBJECT TO THE OPEN MEETINGS ACT, THE FREEDOM OF INFORMATION ACT AND OTHER STATE AND FEDERAL LAWS:				
Sign	ATURE: Sauled Johnson			
DATE	: 4-3-19			

2019 APR 412:17 PM

Charter Township of Oakland Safety Paths & Trails Committee	ee
** DRAFT**	

April 3, 2019 Regular Meeting

1	I.	Call to Order/Pledge of Allegiance
2		The April 3, 2019 regular meeting of the Charter Township of Oakland Safety Paths and
3		Trails Committee was called to order by Chairperson Dwyer at 6:02 pm at Oakland
4		Township Hall 4393 Collins Road, Rochester, MI.
5		
6		Members Present:
7		Libby Dwyer, Chairperson
8		Ron Hein, Committee Member
9		Karen Reilly, Board of Trustees Representative
0		Andrew Zale, Committee Member
1		Craig Blust, PRC Representative
2		Laurel Johnson, Committee Member
3		
4		Members Absent:
5		Joe Peruzzi, PC Representative
6		, 1
7		Also Present:
8		Jeff Smith, PEA
9		Courtney Wahnefried, SPTC Recording Secretary
20		couring that and the state of t
21		A quorum was present
22		11 quotam was present
23	II.	Approval/Amendments to the Agenda
24		Dwyer suggested replacing item #9 with Nomination of Committee Members with
25		Expiring Terms.
26		Zapaning Termio
27		MOTION by Zale, seconded by Hein to approve the agenda as amended.
28		ino riores j zino, socondou oj rioni so approvo uno agonda as anionadas
29		MOTION passed unanimously.
30		Morror pussed diaminously.
31	III.	Approval/Amendments to the February 20, 2019 Minutes
32	111.	MOTION by Zale, seconded by Hein to approve the February 20, 2019 minutes as
33		presented.
34		presented.
35		MOTION passed unanimously.
36		WOTION passed dilaminously.
37	IV.	Public Comment for Items Not on the Agenda
38	1 7 .	There were no public participants.
39		There were no public participants.
	V.	Adams/Silvarhall Area Dath and Crosswalks Did Daviaw
10 11	٧.	Adams/Silverbell Area Path and Crosswalks Bid Review
11		Jeff Smith, PEA, reported LJ Construction solicited several contractors for each of the
12		items pertaining to the project. The response was lower than expected with some trades
13		only receiving one bid. Smith recommends directing LJ Construction to request
14		additional bids and lengthen the timeframe for the response since the project will not
15		begin until late summer or early fall of 2019.

Charter Township of Oakland Safety Paths & Trails Committee \*\* DRAFT\*\*

April 3, 2019 Regular Meeting

Dwyer suggested contacting the contractor of the new developments surrounding the intersection to obtain bids for paving. She stated their prices could possibly come in lower as they will be performing similar work in the area already.

Blust is in favor of putting together a bid packet if LJ Construction is unable to obtain more bids for the project. Smith stated the committee can do that but he does not think it would be beneficial.

### VI. Silverbell/Gallagher/PCT Path Update

Jeff Smith, PEA, gave a report on a recent meeting held with the Road Commission of Oakland County (RCOC). He said the RCOC is in favor of the proposed plans for the pathway stating the project will aid in drainage and improve the current condition of the road. Smith said that following a meeting with two landowners to secure easements, phase one of the request for action (RFA) will be complete. He stated that PEA will need authorization to proceed to phase two of the RFA.

 MOTION by Dwyer, seconded by Zale to approve the release of \$34,500 for phase two of the approved request for action to the Board of Trustees for the Gallagher/Silverbell/Paint Creek Trail Path, dated February 10, 2019, to PEA contingent upon a positive reaction from the one property owner in question.

MOTION passed unanimously.

### VII. Township-Held Path Maintenance

Blust gave a report on the condition of the warped cap rail on the Eagle Creek boardwalk. He stated he is in the process of securing the cap rail with deck screws and L J Construction will not need to secure with carriage bolts as previously discussed.

Dwyer reported the Gallagher Creek Path, Eagle Creek Boardwalk and the path at Brewster and Silverbell Roads will be included in the landscaping schedule with Parks and Recreation. The bid was awarded to Hi-Hill Landscaping and they will perform mowing and brush cutting in the locations mentioned above for a charge of \$520 per year.

Jeff Smith, PEA stated he would create an annual inspection report for all township owned paths. He suggested inspections be performed on an annual basis. He will report back to the committee with a timeline and pricing for the inspections.

### VIII. Administrative Assistance for SPTC

Jeanne Langlois, BOT Alternate, reported that support for the SPTC will always fall under the township manager. The committee can report all needs, wants and concerns to the recording secretary and she will report to the township manager.

### IX. Nomination of Committee Members with Expiring Terms

Charter Township of Oakland Safety Paths & Trails Committee
\*\* DRAFT\*\*
April 3, 2019 Regular Meeting

	1	, ,	C		
1		MOTION by	Zale, seconded by Dwyer to recomm	nend to the Oakland Township Board of	
2		Trustees the reappointment of members with terms expiring on May 1, 2019, Ron Hein			
3		and Laurel Johnson.			
4					
5		MOTION pa	ssed unanimously.		
6	<b>*</b> 7		2010 CDTC 11 D		
7	Χ.		2019 SPTC Meeting Dates	4 2010 CDTC 1 -	
8		•	Blust, seconded by Dwyer to approv	e the 2019 SPTC meeting dates as	
9 10		presented.			
10		MOTION pa	ssed unaminmously.		
12		WIOTION pa	ssed unamimously.		
13	XI.	SPTC Mem	her Reports		
14		Hein –		is planning to fix the 20% grade issue	
15			on the path leading to the crosswall		
16					
17		Blust –	stated Oakland Township is not the	only community with coyotes, he	
18			spotted one while leaving his work	place in Troy.	
19					
20		Johnson –	is excited about the new proposed p	oath at Silverbell and Gallagher Roads.	
21					
22	XII.	Adjournmen		. 7.40	
23		MOTION by	Zale, seconded by Hein to adjourn the	ne meeting at 7:40 p.m.	
24 25		MOTION no	seed uponimously		
26		MOTION pa	ssed unanimously.		
27					
28					
29	Respe	ectfully submitt	red.	Approved,	
30		, , , , , , , , , , , , , , , , , , , ,			
31					
32					
33					
34					
35		ney Wahnefrie		Karen Reilly	
36	Recor	ding Secretary		Board of Trustees Representative	
37					
38					
39			Newt Cofets Daths on J.T. 11- C	mittae Maetina	
40 41			Next Safety Paths and Trails Com	•	
41			6:00 pm, Wednesday, May Oakland Township Hall, Collins Rd., l		
42		C	zakianu Townsinp Han, Comiis Ku., I	NOCHESIEI, IVII 40300	
<b>⊤</b> J					

# Oakland Township

FIRE STUDY

## **ACRONYMS**

- MiEMSIS: Michigan Emergency Medical Services Information System
- OCMCA: Oakland County Medical Control Authority
- PSRO: Professional Standards Review Organization
- FTE: Full Time Employee
- POC: Paid on Call
- ъ o PT: Part Time
  - OT: Over Time
  - EMT: Emergency Medical Technician
  - EMS: Emergency Medical Service
  - ALS : Advanced Life Support unit = Alpha unit
  - OBLS: Basic Life Support unit = Bravo
  - \$: All Dollar Units in hundreds of thousands (000)

# **OBJECTIVES**

- MEET OCMCA REQUIREMENTS TO RETAIN ALS STATUS
- O IMPROVE MEDICAL RESPONSE TIME
- COMMON UNDERSTANDING OF BASIC FACTS
- PROVIDE SUGGESTIONS TO TWP BOARD AND FIRE DEPARTMENT
- O NOT TO DRAW CONCLUSION BUT LET FACTS SPEAK FOR THEMSELVES

## **FACT SHEET**

0	COST TO STAFF ONE SHIFT 24/7 WITH PARAMEDIC.	\$390
0	COST TO STAFF ONE SHIFT 24/7 WITH POC/PT.	\$192
0	HIRE ONE FT PARAMEDIC TO REDUCE OT: \$114	
	REDUCTION IN OT: \$33	
	NET INCREASE IN COST:	\$81
0	BRAVO CAN CONVERT TO Alpha on Scene	
0	ONLY ONE ALS TEAM REQUIRED TO MAINTAIN ALS STA	TUS
0	TOTAL 2018 RUNS OF 921 INCLUDES 94 MUTUAL AID.	
0	EMS RUNS 482	
0	TRAINING FOR POC 460 HOURS @19.71	\$9
0	TRAINING FOR PT 60 HOURS @19.71	\$1

## **FACT SHEET**

- FTE 48 HRS ON 96 HRS OFF 2,675 HRS ST & 245 SCHEDULED OT
- FTE 264 HRS VACATION & 144 HRS PERSONAL. = 408 HRS
- PT MINIMUM OF 2-12 HR SHFITS. MAX 30 HRS/WEEK
- POC CAN SIGN UP FOR 2-12 HR SHIFTS. MAX 30 HRS/WEEK
- OFFICIAL MiEMSIS DATA. AVE. 5:39 90th PERCENTILE 9:00
- ✓ UNFILTERED EMS TIME AVE 7:55 90<sup>th</sup> PERCENTILE 10:00
- OFFICIAL AVE. MEDICAL TURNOUT TIME 1:43 (MAYBE SUSPECT)
- O BOTH FIRE STATIONS "TONED" AS WELL AS ALL POC

## **ASSUMPTIONS**

- O BASED ON 2018 DATA (EMS DATA EXCLUDES MUTAL AID)
- O MIN OF 1 ALPHA LOCATION WITH 1 PARAMEDIC AND 1 EMT
- MIN OF 2 PARAMEDICS AT ALL TIMES IN TWP
- MIN OF TWO LOCATIONS
- NEW STATION CONSTRUCTION COST BASED ON WASHINGTON TWP ESTIMATES. EXCLUDES COST OF LAND. ESTIMATE: \$2.5 MILLION
- O COST TO COMPLETE SILVERBELL SITE IS ROUGH ESTIMATE \$0.3 MILLION
- △ AMBULANCE TRAVEL TIME OF .56 MILES/MIN = 34MPH = 1.8MIN/MILE
- O TOTAL 2018 RUNS OF 921. # OF RESIDENTS 18K = .051 TOTAL RUNS PER RESIDENT
- O BLOSSOM RIDGE ASSUMES 0.5 TOTAL RUNS @ 189 UNITS =95 RUNS
- WELLNESS CENTER ASSUMES 1.2 TOTAL RUNS @ 56 UNITS= 67 RUNS
- ESTIMATED TOTAL RUNS OF 921 + 95 +67 = 1083 RUNS OR 3 RUNS PER DAY
- 52 % OF RUNS ARE EMS RUNS. ASSUME 90 ADDITIONAL EMS RUNS
- LOCATION SITES STUDIED STATION #1, #2, SILVERBELL, GUNN & ORION
- ASSUMES GUNN AND ADAMS SITE IS MADE AVAILABLE
- IF ORION SITE IS NOT USED TWP CAN SELL FOR SAY \$400K

## EMS RESONSE TIME SUMMARY

	# OF RUNS	MINUTES	AVE. MINUITES
CURRENT	482	3816	7:55
BLOSSOM	90	862	9:35
FUTURE	572	4678	8:11
ORION & #2		(38)	8:11
GUNN & #2		(409)	7:28
GUNN, ORIO	N & #2	(504)	7:18
SILVERBELL	& #2	(609)	7:07
SILVERBELL,	GUNN & #2	(811)	6:46
SILVERBELL,	ORION & #2	(884)	6:38
SILVERBELL,	#1 & #2	(980)	6:28

Note: Directionally correct. Done by using map with 36 sectors

- Location of station # 1 is appropriate
- Location of Station # 2 is not Optimum
- Orion & Adams Location offers little benefit
- 54% of EMS calls in Southwest quadrant
- 36% of EMS calls in 4 Square Miles of Adams and Silverbell
- To further improve response time will require "Roving in vehicle". Reduction of 1:30 Minutes

## **Current Situation**

	Station #1	Station #2	
Status	Alpha	Alpha	
Paramedics	1	1	
EMT/FF	1	1	
Staffing	2	2	
Annual Operatin	g Short fall	\$373	
Average Respon	se Time Unfiltered	7:55	
Pros			
Schedule to have	e 2 fully staffed ALPH	A	
Schedule to have	e 4 FTE employees		
Cons			

Will not materially reduce response time from current levels

Will need to hire and retain at least 7 PT

#### 82

# **Current Optimized**

	Station #1	Station #2	
Status	Bravo +	Alpha	
Paramedics	1	1	
EMP/FF		1	
Staffing	1	2	
Changes to	current situation		
E	liminate 8,760 hours of PT	or POC shift hou	rs @ \$21.90= \$192
Annual Ope	rating Short fall	\$ 181	(\$373-192)
Average Re	sponse Time Unfiltered	7:55	
Pros			
Maintains 2	units at all times		
Both units o	apable of Alpha medical		
Reduce nee	d for hiring and retaining	PT employees	
Cons			
Will not imp	prove response time		
Only 3 FF or	staff at any given time.		
	, ,		

# Orion & Station # 2

	Station #1	Station #2		Orion	
Status	Close	Alpha		Alpha	
Paramedics	0	1		1	
EMT/FF	0	1		1	
Staffing	0	2		2	
Changes to cui	rrent situation				
Incr	ease in Utilities				\$ 25
Сар	ital cost of New Fire St	ation			\$ 2,500
Annual Operat	ing Short fall		\$398	(\$373+25)	
Minute Improv	vement/Ave Response	Time Unfiltered		38	8:11
Pros					
Would accome	date expansion for Poli	e Station			
Maintains 2 ar	nbulances at all times				
Both units cap	able of Alpha medical				
Cons					
Capital costs					
No Improveme	ent in response time				

# Gunn & Station # 2

		Station #1	Station #2		Gunn	
Status		Close	Alpha		Alpha	
Paramed	ics	0	1		1	
EMT/FF		0	1		1	
Staffing		0	2		2	
Changes	to curren	t situation				
	Increase	in Utilities				\$ 25
	Capital	cost of New Fire S	tation			\$ 2,500
	Sell land	d in Orion				\$ 400
Annual O	perating	Short fall	\$ 390	(\$365+25)		
Minute Ir	mprovem	ent/Average Resp	onse Time	409	7:28	
Pros						
Maintain	s 2 ambul	ances at all times				
Both unit	s capable	of Alpha medical				
Will redu	ce respo	nse time with imp	proved location			
Potential	ly will be	able to sell existi	ng land (\$400)			
Can expa	nd for a P	olice Station				
Cons						
Capital co	osts					

## Silverbell & Station #2

	Station #1	Sta	ition #2		Silverbell
Status	Fire Trucks	I I	Alpha		Alpha
Paramedics	0		1		1
EMT/FF	0		1		1
Staffing	0		2		2
Changes to cu	rrent situation				
Effe	ectively mothball Station	า #1			
Incr	rease in Utilities				\$25
<b>Annual Opera</b>	ting Short fall	\$	398	(\$373+25)	
Capital estima	ite to complete shell	\$	300		
Minute Impro	vement/Ave Response <sup>·</sup>	Time Un	filtered	609	7:07
Pros					
Maintains 2 u	nits at all times				
Both units of	Alpha medical				
Will reduce re	esponse time				
Cons					
Will only have	one Fire station manne	ed			
Need to size s	hell/interior for full time	e staffin	g.		

No Fire Equipment at Silverbell

# Silverbell, #1#2

	Station #1	Station #	2		Silverbe	II
Status	Fire Trucks	Alpha			Bravo +	-
Paramedics	0	1			1	
EMT/FF	1	1			0	
Staffing	1	2			1	
Changes to o	current situatio	on				
Stati	on 1 Bravo or	Suburban	for flexi	bility ar	id speed	d .
Incre	ase in Utilities					\$25
Annual Oper	rating Short fal	II	\$	398	(\$373+	25)
Capital estin	nate to comple	ete shell			\$300	
Cost of subu	urban				\$70	
Minute Impi	rovement/Ave	Response 1	Γime Ur	nfiltered	980	6:28
Pros						
Maintains 2	ambulances a	t all times				
Both units ca	apable of Alph	a medical				
Will reduce	response time	with three	e points	of deliv	ery	
Will schedul	e 4 people on	duty				
Maintains 2	Firestations at	all times				
Cons						
One unit wil	I not be able to	o administe	er Alpha	a service	levels	

## Silverbell, Station # 1 & # 2 Plus

	Station #1	Station #2			Silverbell		
Status	Bravo+	Alpha			Bravo+		
Paramedi	cs 1	1			1		
EMT/FF	0	1			0		
Staffing	1	2			1		
Changes t	o current situation						
	Hire 3 Full Time Paramedic	CS					\$390
	Eliminate 8,760 hours of P	OC/PT					\$192
	Increase in Utilities					\$	25
Annual Op	perating Short fall		\$	596	(\$373+25-	+39(	0-192)
Capital es	timate to complete shell						\$300
Minute Im	nprovement/Ave Response	Time Unfiltered			980		6:28
Pros							
Maintains	3 ambulances at all times						
3 Units ca	apable of Alpha medical						
Will reduc	ce response time with three	e points of delive	ery				
Will have	4 people on staff at all time	2.					
Cons							
High oper	ating costs/shortfall						

## Silverbell, Station #1& #2 +Plus

	Station #1	Station #2		Silverbell		
Status	Bravo+	Alpha		Bravo+		
Paramedics	1	1		1		
EMT/FF	0	1		1		
Staffing	1	2		2		
Changes to cur	rent situation					
Hire	3 Full Time Paramedio	cs				\$390
Incre	ease in Utilities				\$	25
<b>Annual Operat</b>	ing Short fall		\$ 788	(\$373+25+	390)	
Capital estimat	te to complete shell					\$300
Minute Improv	ement/Ave Response	Time Unfiltere	d	980		6:28
Pros						
Maintains 3 am	bulances at all times					
3 Units capable	e of Alpha medical					
Will reduce re	sponse time with thre	e points of deli	very			
Will have 4 peo	ople on staff at all time	e.				
Cons						
High operating	costs/shortfall					

Silverbell, Gunn & #2

		Silverbell	Station #2		Gunn		
Status		Alpha	Alpha		Alpha		
Paramed	ics	1	2		2		
EMT/FF		1	0		0		
Staffing		2	2		2		
Changes	to current si	tuation					
	Decrease 8	,760 hours of	POC or PT			\$	192
	Increase 9	FTE				\$	1,170
	Increase in	Utilities				\$	50
	Capital cos	t of New Fire S	Station			\$	2,500
	Capital cos	t of Silerbell				\$	300
Annual C	perating Sho	ortfall		\$1,401	(373+1170	)-192	2+50)
Minute I	mprovement	/Average Resp	oonse Time	811	6:38		
Pros							
Maintain	s 3 ambulan	ces at all times	5				
Will redu	ce response	time with thre	ee locations				
POC will	continue as i	mportant part	of TWP Fire Dept.				
Sell Orio	n Site \$400						
Can expa	nd to include	e Police Station	n				
Cons							
Capital co	osts and Sign	ificant Increas	e in Operating Exp	ense			

## RECOMMENDATIONS

- O Develop a plan to retain PT EMT and Paramedics
- Consider increasing wages for PT paramedics
- Consider increasing POC/PT wages based on years of service
- O Develop/Review a written procedure on "Toning" POC
- O Develop/Review a written procedure when multiple units must respond
- Develop/Review a written procedure when necessary to fill EMT/FF shifts
- Develop/Review a written procedure on when to call for "Mutual Aid"
- Develop policy on "Assist" calls.
- Budget /Tract PT wages separately from POC
- Develop a process for identifying and obtaining "Grants"

### Memo

To: Board of Trustees

From: Jamie Moore, Interim Township Manager

Date: April 16, 2019

Re: Employee Compensation



As Treasurer Langlois requested at your April 9, 2019 meeting, I forwarded the City of Rochester 2014 Compensation Report to you on April 10.

The board may wish to discuss this report or compensation policies. I've attached relevant pages identifying several range or step systems for compensation. For many years, Oakland Township had a similar policy to the "open range system" identified on page II-6 with ranges for each position identified on a Salary Schedule that was approved annually by the Board of Trustees. This would allow administration to adjust an employee's compensation within their range based on performance.

Table 3
City of Rochester
Compa-Ratio Analysis

Position	Current Wage	Suggested Mid-Point	Compa- Ratio
Building and Elections Clerk	\$35,214	\$43,000	0.82
Records Coordinator - Police Department	\$38,600	\$43,000	0.90
Executive Assistant to the City Manager	\$38,000	\$43,000	0.88
Deputy City Clerk	\$34,528	\$43,000	0.80
Public Works Administrative Assistant	\$36,400	\$43,000	0.85
Accounting Technician - Accounts Payable	\$43,160	\$45,795	0.94
Deputy Treasurer	\$43,694	\$45,795	0.95
Accounting Technician - Payroll and Benefits	\$44,830	\$45,795	0.98
Accounting Technician - Utility Billing	\$44,356	\$45,795	0.97
Assistant to the City Manager	\$42,500	\$45,795	0.93
Account Technician - General Ledger	\$42,340	\$45,795	0.92
Public Works Foreman	\$64,600	\$60,449	1.07
City Clerk	\$61,463	\$65,890	0.93
Deputy City Manager, Director of Economic and			
Community Development	\$80,000	\$85,657	0.93
Finance Director/Treasurer	\$62,693	\$85,657	0.73
Director of Public Works	\$74,000	\$85,657	0.86
Chief of Police	\$87,000	\$85,657	1.02
Fire Chief	\$66,000	\$85,657	0.77
AVERAGE			0.90

A compa-ratio of less than one is below the range midpoint, or market average, and a number greater than one indicates a salary exceeding the midpoint. Table 2 shows that the City's employees are paid, on average, 90% of what their counterparts in comparable communities earn, or roughly 10% below the market average.

#### MOVING EMPLOYEES THROUGH THE RANGE

With market competitive pay ranges in place, the City will need to establish a plan for moving employees through the ranges over time. Two of the more common approaches for this are discussed below.

#### A Traditional Step System

A traditional step system provides a rational basis for determining salary adjustments and moving employees through the range over time, thereby acknowledging time on the job and increased proficiency. Should the City desire such a system, Table 4 (or some variation) could be utilized.

Table 4
City of Rochester
Traditional Step System – 9 Step Example

	Minimum				Midpoint				Maximum
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9
1	\$37,391	\$38,793	\$40,196	\$41,598	\$43,000	\$44,402	\$45,804	\$47,207	\$48,609
2	\$39,822	\$41,315	\$42,808	\$44,302	\$45,795	\$47,288	\$48,782	\$50,275	\$51,768
3	\$52,565	\$54,536	\$56,507	\$58,478	\$60,449	\$62,421	\$64,392	\$66,363	\$68,334
4	\$57,296	\$59,444	\$61,593	\$63,741	\$65,890	\$68,038	\$70,187	\$72,336	\$74,484
5	\$74,484	\$77,277	\$80,070	\$82,864	\$85,657	\$88,450	\$91,243	\$94,036	\$96,829

The example step system shown in Table 4 contains nine steps (note: any number of steps could be used). This nine-step example allows for the reflection of range midpoints at Step 5 and provides a logical pattern of increases based on the suggested range widths. This step structure can be used with longevity or merit-based systems, or some combination of the two. Further, increases can be applied based on half- or quarter-step progression; full step increases are an option but not required.

When considering a step system, it may be helpful to think of it as a way to join job performance and competency in a position with the appropriate pay levels or step placement (as depicted previously in the continuum shown in Chart 1). For example, a new employee could be hired at the range minimum (Step 1), assuming labor market conditions permit. New hires will typically need time to become familiar with the organization and learn the nuances of the position. During this period a salary at or near the range minimum may be appropriate (Steps 1 through 3).

Conversely, if the City requires a highly experienced individual to fill a vacancy, and/or the labor market is tight, a new hire may command a salary at, or in excess of, the range midpoint. Essentially, each new hire should be considered individually – the range and steps are a guide to help structure this decision process.

Regardless of where an employee hires in, over time he/she will either master the job duties and perform with competency or leave the City's employ. If the former is the case, an appropriate salary level may be at or near the range midpoint (Steps 4 through 6). The range midpoint approximates market averages; therefore, competent employees with a sound working knowledge of the position should be able to command competitive salaries near this level. Related, the City may ultimately need to compensate employees near this level to remain competitive with the labor market – particularly in times of full employment.

The most exceptional performers, who are valued for their experience and work ethic, or who have expanded their responsibilities, may be rewarded with salaries above prevailing market rates, closer to the range maximum (Steps 7 through 9).

Though performance-based pay adjustments are the recommended approach to awarding pay increases, time-on-the-job will play a role to some extent. Competency in a position and significant contributions to the organization as a whole, usually come with time. While longevity is not recommended as a primary factor in determining pay, it may prove useful in terms of assessing job knowledge and expertise.

#### An Open Range System

An alternative to the traditional step system is an open range approach. This system uses less formalized salary increases and is sometimes viewed as more flexible. With an open range system, salaries can be established or adjusted at any level within the appropriate salary range for individual position incumbents.

It should be noted that some believe this increased flexibility leaves the pay system more vulnerable to less consistent decision-making. The City should weigh its desire for flexibility against its need for accountability and consistency in deciding which system, traditional step or open range, would best meet organizational needs.

#### INTEGRATING A PERFORMANCE EVALUATION SYSTEM

Frequently, a performance evaluation process is integrated with the compensation plan to provide a more competitive basis for awarding salary increases beyond the annual cost of living increase.

With an evaluation tool, the City could assess each employee's level of job performance. Well-grounded compensation decisions could then follow. Examples of such integration are provided below using the implementation options presented above.

#### Using Performance Evaluation With a Traditional Step System

Should the City decide to use a traditional step system, an annual performance evaluation process could be incorporated to promote a merit-based range progression to achieving step increases. Using this approach, the City would need to determine the number of steps to be awarded based on each evaluation ranking.

#### For example:

Excellent:

1 step

Above Average:

3/4 step

Satisfactory:

1/2 step

Below Average:

0 step

Unsatisfactory:

0 steps

#### Using Performance Evaluation With an Open Range System

Should the City choose an open range approach, it is suggested that performance levels be assigned a percentage increase. Employees achieving a particular evaluation ranking would then have their base wage increased by the appropriate percentage.

#### For example:

Excellent: 2.00%
Above Average: 1.50%
Satisfactory: 1.00%
Below Average: 0.00%
Unsatisfactory: 0.00%

#### A Combined System

The City may wish to use a range progression system that rewards both longevity and merit. One way to achieve this would be to use automatic step increases initially (assuming satisfactory performance), with merit based progression after midpoint has been achieved.

#### For example:

New Hire Step 1 (Range Minimum)

1<sup>st</sup> Anniversary Step 2

2<sup>nd</sup> Anniversary Step 3

3<sup>rd</sup> Anniversary Step 4

4<sup>th</sup> Anniversary Step 5 (Range Midpoint)

After year five, employees could then earn additional pay increases based on merit and performance factors, with the level of funding determined by the City in budget deliberations.

#### PLACING NEW EMPLOYEES

Original appointment to any position will ideally be made at the minimum rate of the suggested pay range. Advancement can then proceed through successive increases. However, each new hire will inevitably be unique, and may in fact represent a situation in which greater experience and expertise are objectives in recruitment. Moreover, a shortage may exist in the labor pool for some positions, thus dictating the need to offer a higher salary. Therefore, each new hire should be assessed individually and placed at a range level consistent with the City's needs and market demands. In light of the competitive environment for some professional positions, we would suggest that the City retain a high level of latitude in assessing individual situations and new hires.

#### SECTION III

#### CLASSIFICATION AND COMPENSATION SYSTEM MAINTENANCE

A classification and compensation program, once designed and implemented, is not self-sustaining. It needs proper maintenance to continue to serve its purpose. Maintaining the program requires reviewing, adjusting and controlling salary structures so they continue to be effective. Key points are discussed below.

#### MAINTAINING THE PAY GRADE STRUCTURE

As a result of reorganization, new programs or changes in management procedures, new jobs may be established and the complexity of existing jobs may change.

For new positions, the City should define the particular duties of the position and create an accurate job description. For altered positions, differences like increased requirements for education and/or experience, an increase in the technical nature of the job, new requirements for a specialized skill, additional supervisory responsibilities or other significant changes could warrant a reevaluation of the grade assignment. The job evaluation plan contained in Appendix B can be used to evaluate both new and altered positions for reclassification.

#### UPDATING THE COMPENSATION PLAN

Economic conditions, the availability of people, and the prevailing labor market rates will all impact salary structures. To accurately reflect the labor market, the compensation plan must be reviewed and adjusted annually.

In this sense, pay adjustments will be a two-step process:

- 1. A general "across the City Council" adjustment to each pay range should be made to reflect inflationary or cost of living increases;
- 2. Individual-level adjustments based on steps and satisfactory performance should then be considered.

To adjust the pay plan, the City could consider utilizing the Consumer Price Index (CPI). Related, there are a number of CPI indices that are reported. The City should consider the CPI-U for the Midwest Region for the annual update. The first adjustment to the salary ranges should be made at the beginning of the 2013-14 fiscal year (i.e. July 1, 2014). It should be noted that range increases do not necessarily equate to pay increases; this latter point is a matter to be decided by the City.

As the system ages and operations and duties continue to evolve, the pay system will eventually need major update and revision. When this becomes apparent, a full study should be conducted

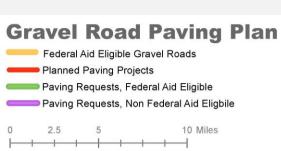
to check the adequacy of pay rates and the appropriateness of job descriptions. The typical life cycle of a pay plan is seven years if properly maintained.

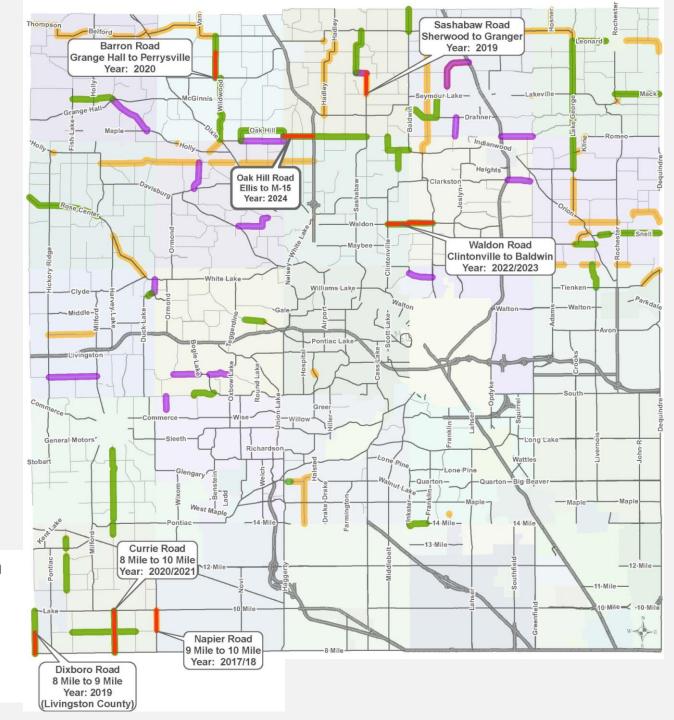




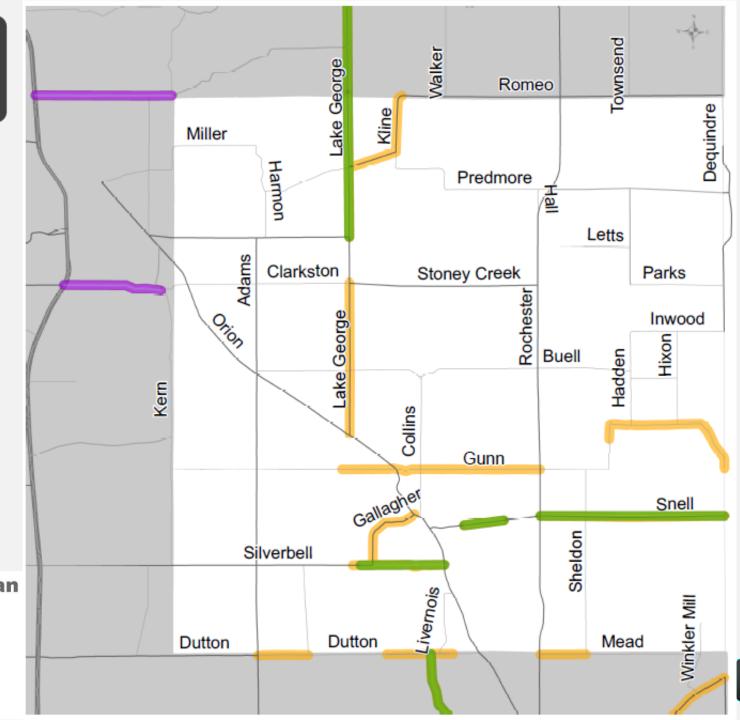


Note: Based on 2014 Gravel Road Paving Plan formal requests





# Federal Aid Eligible Gravel Roads Planned Paving Projects Paving Requests, Federal Aid Eligible Paving Requests, Non Federal Aid Eligible Note: Based on 2014 Gravel Road Paving Plan formal requests 0 0.5 1 2 Miles





Data Source: Transportation Improvement Association (TIA). Retrieved April 2019





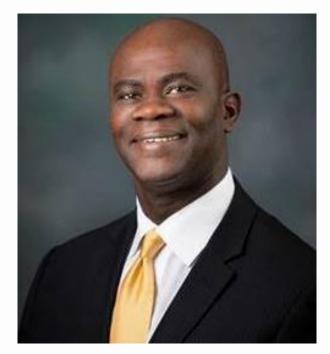
## **New Leadership in Lansing**

Governor
Gretchen Whitmer



Proposing additional funding

MDOT Director Paul Ajegba



• Determining what funding is needed



## Legislative Update on Transportation Topics



## **Governor's Proposal**

Fixing Michigan Roads Plan

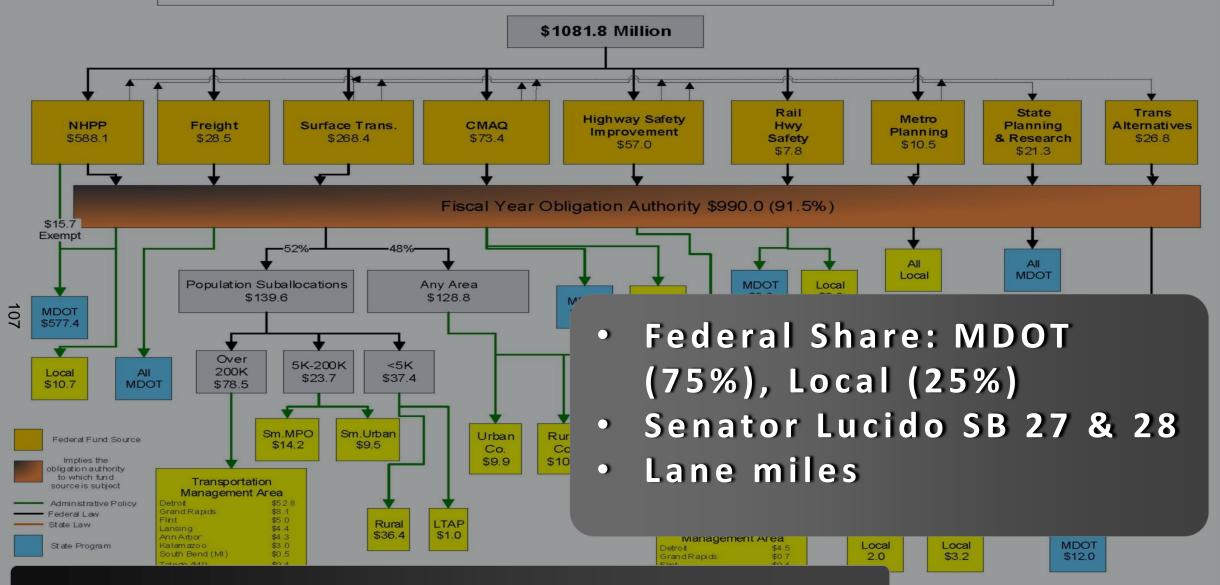
- 45-cent fuel tax increase
- Improve road conditions so 90% are in good or fair within 10 yrs
- Proposed \$2.5 billion
  - 70% to state roads (MDOT)
  - 27% to local roads (counties, cities, villages)
  - 3% to mobility projects



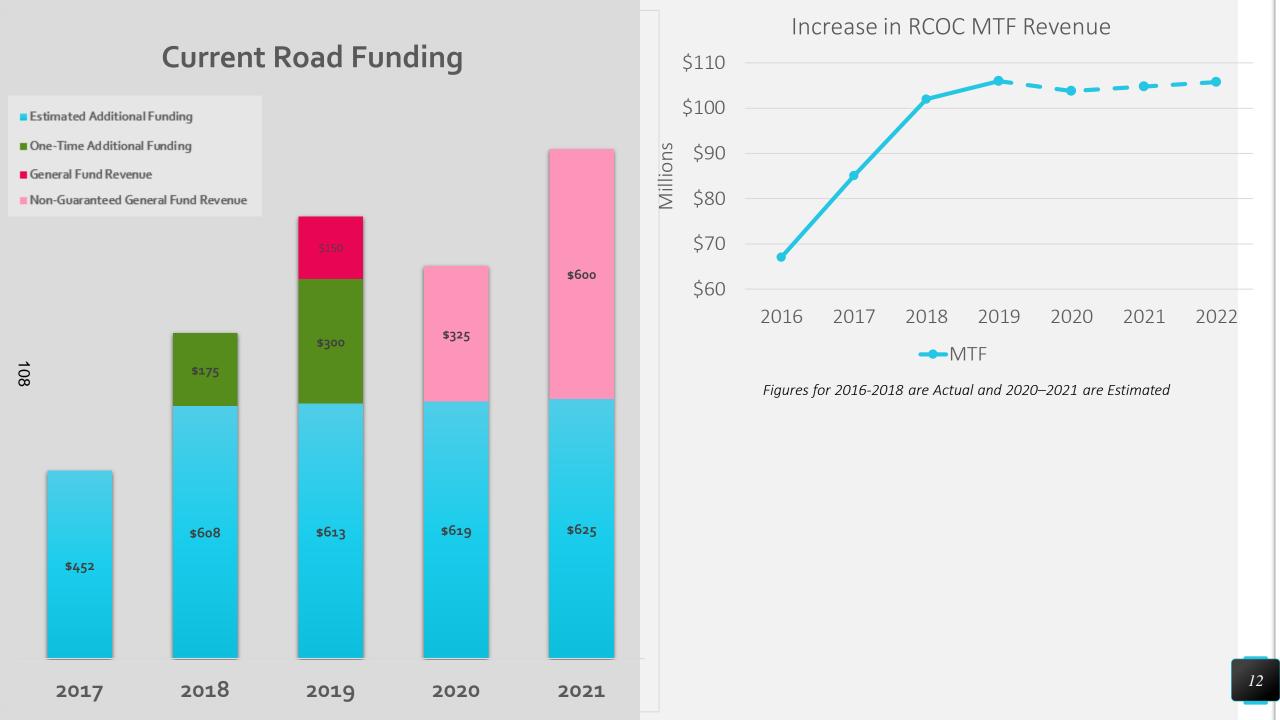
Gov. Whitmer (Photo: Bridgemi.com)



#### FEDERAL AID TO HIGHWAYS PROGRAM - MICHIGAN, FY 2017

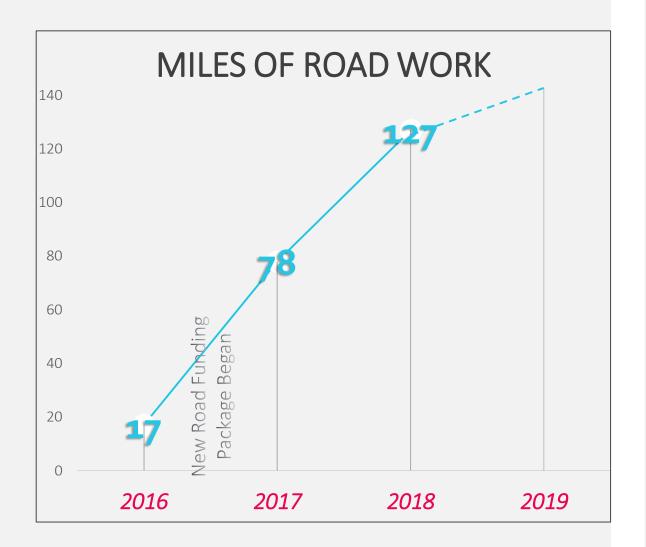


Proposals to ACT 51 Rewrite



## Where We Are

- RCOC maintains 2700 miles of road surface.
- Leveraging funding through TIGER grants, Tri-Party Program, and community collaboration
- Gas tax increase in 2017
- \$150M from General Fund in 2019 (\$325M & \$600M not guaranteed)
- Rural Funding Exchange
   2017 \$2.0M
   2018 \$1.7M
   2019 \$1.5M
- Additional funding helps, but won't solve all problems



## Where We Need To Be

#### STATE:

MDOT projects needing an additional \$1.5 billion\$ annually until 2031 to bring 90% of statemaintained roads to good or fair condition.

Senate Fiscal Agency states that Michigan requires a \$\frac{2}{2} \text{billion}\$ increase in road funding above the \$1.2 billion increased approved in 2015 because there are 20% more roads in poor condition now than in 2015.

#### **REGION:**

SEMCOG estimates needing an additional  $\$1.2\ \text{billion}$  annually within our region for the next 25 years to bring roads within the region back to 80% good or fair.

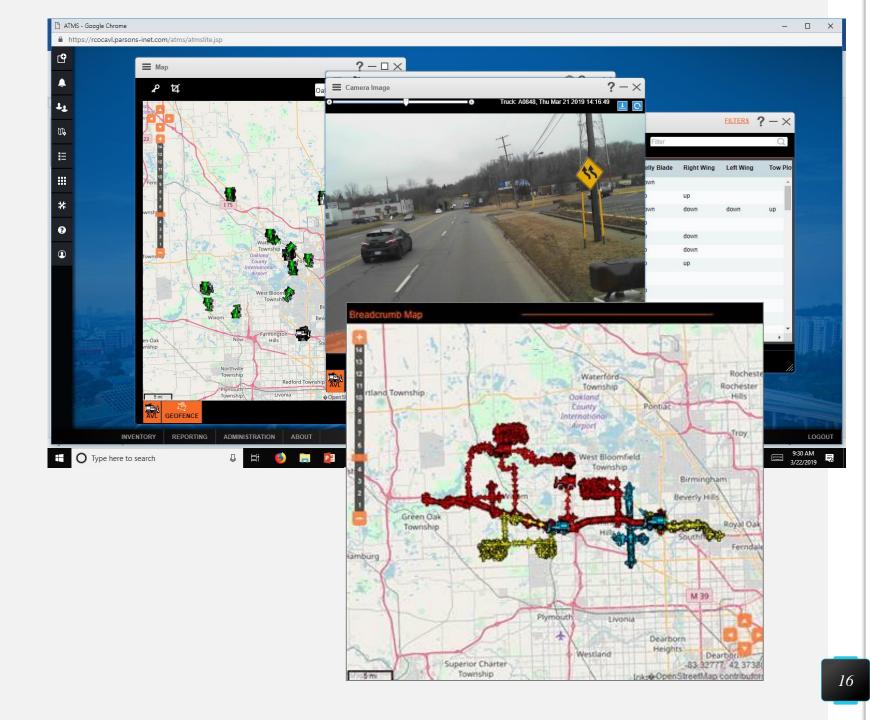
#### LOCAL:

RCOC estimates needing at least \$2 billion additional funding to bring RCOC roads to good condition today.



## What's New

- Automatic Vehicle Location (AVL) System
  - GPS location
  - vehicle speed
  - plow up/down
  - spreader on/off
  - Pavement temperature
  - photos
- Drone & Time Lapse
   Video

















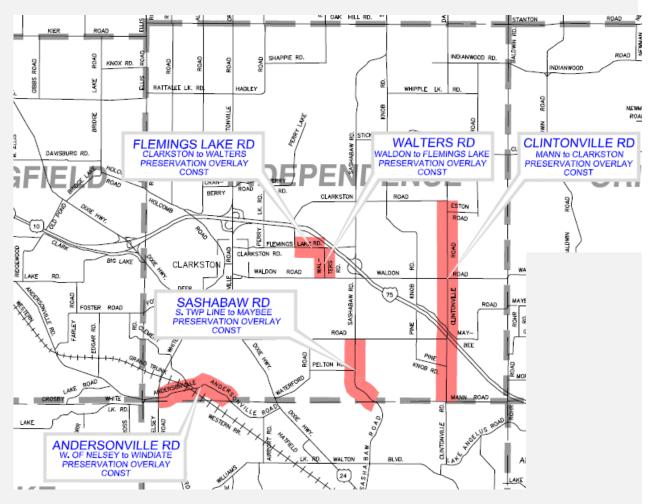
## What's New

## Independence Township Millage

- 2 mills / 4-Year Road Improvement Millage FIEL
- \$3 million/year for 4 years
- 29.35 miles over 4 years
- RCOC contributing engineering

#### 2019 projects:

- Flemings Lake Rd (Clarkston to Walters)
- Walter Rd (Waldon to Flemings Lake)
- Clintonville Rd (Mann to Clarkston)
- Sashabaw Rd (S. Twp Line to Maybee)
- Andersonville Rd (W. of Nelsey to Windiate)





## **Existing Programs**

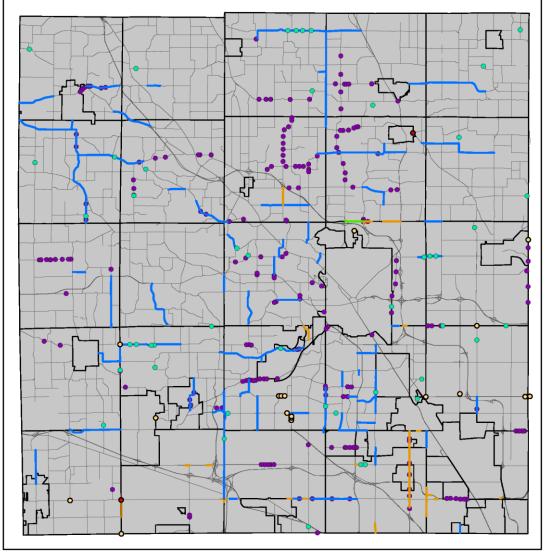
#### Engineering

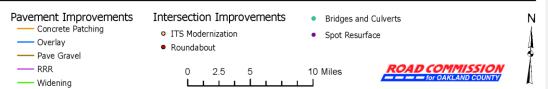
- RRR Resurfacing
- Pave Gravel
- Intersection Improvements
- Local Federal Fund Exchange (Rural)
- Culverts & Bridges

#### Maintenance Programs

- Preservation Overlay
- Spot Resurfacing
- Concrete Slab Replacement
- Joint Repairs
- Crack Seal
- Shoulder Widening/Paving
- Subdivision Patching

#### 2017 & 2018 Road Construction





## **Safety Intersections**

- Center Left Turn Lanes (future traffic signal)
- Mini Roundabouts
- Roundabouts



South Hill/Grand River Before



South Hill/Grand River After



Flint/Miller/Orion Mini Roundabout



Napier & 10 Mile Roundabout

## **Culverts & Bridges**

- Inspections
- Focus area for additional revenue
- New designs that last longer, cost less, and quicker to install







Bridge inspections



## **Culverts & Bridges**

#### Innovative Techniques

- Ultraviolet liner on Grange Hall Rd
- Waterproofing
- Aluminum Pipe

- Bulb T beams on Wixom Rd
- Clamshell culverts
- Researching new designs





"clamshell" culvert | 12 Mile Rd, Chippewa County





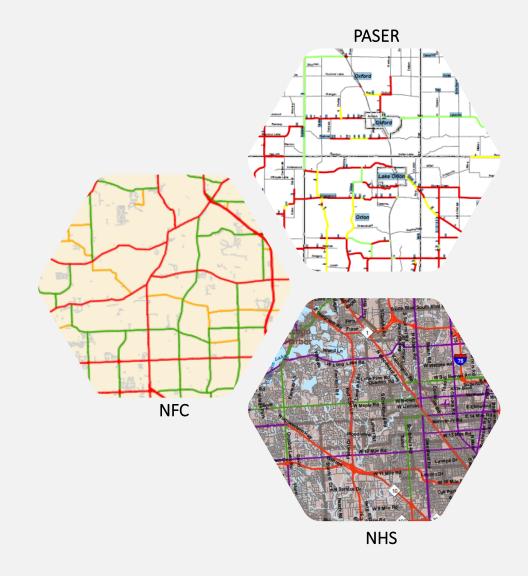
Grange Hall Ultraviolet Liner Equipment



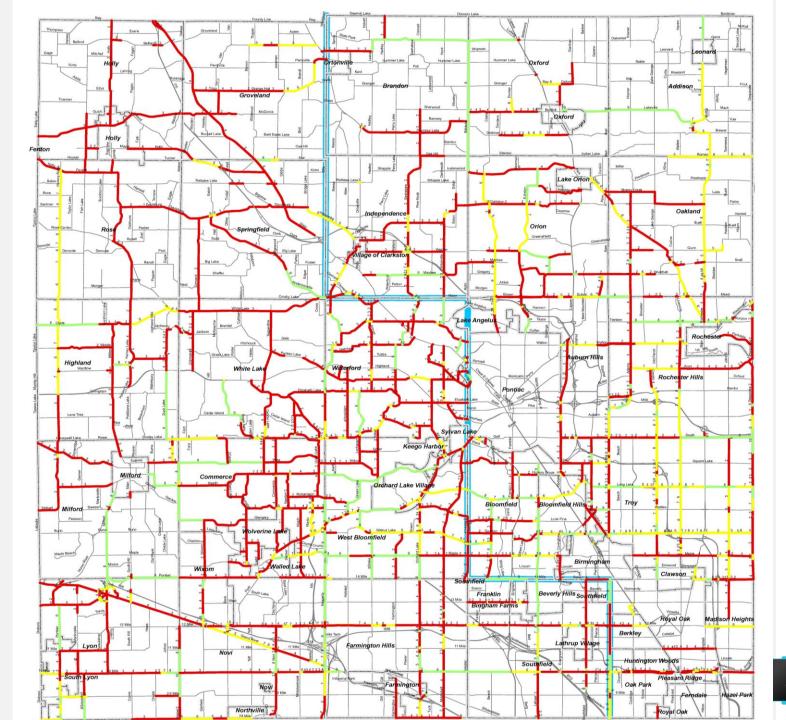
## **Selecting Projects**

### Project Selection Criteria:

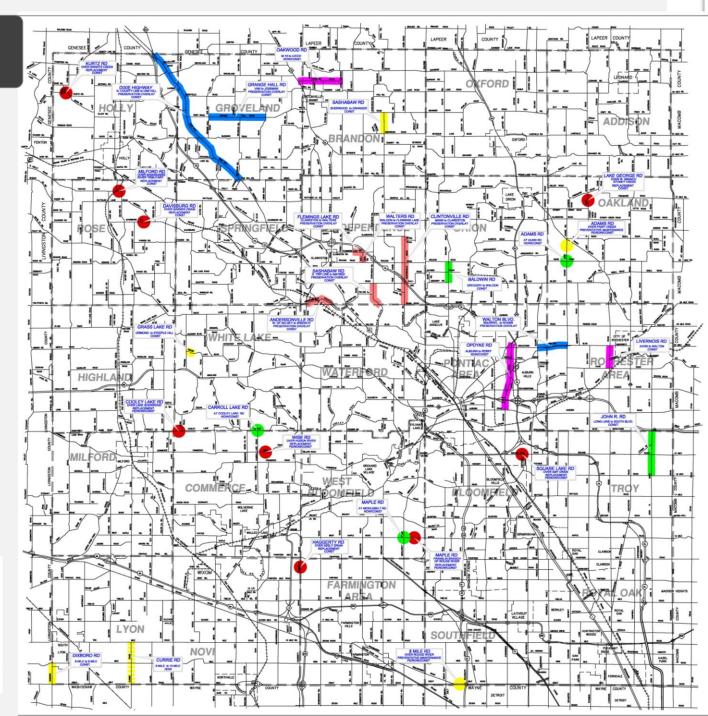
- Safety
- NFC & NHS classification
- Volumes, including truck counts
- Local match
- Pavement condition
- Project scheduling
- Impacts
- Continuity







## - PRESERVATION OVERLAYS - RRR (REHABILITATE/RESURFACE) - 4R (RECONSTRUCT) - SAFETY INTERSECTIONS - BRIDGES - CULVERTS - PAVE GRAVEL - WIDENING - INDEPENDENCE TWP. MILLAGE OVERLAYS

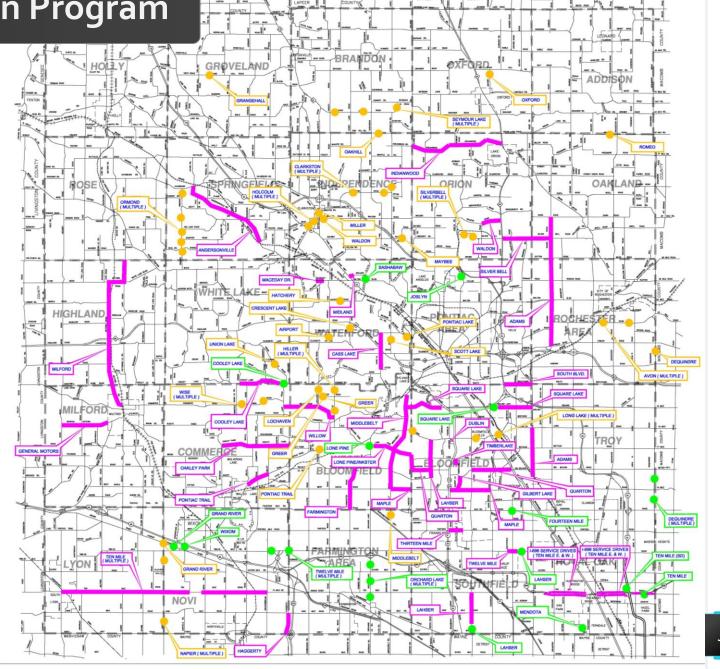


## 2019 Maintenance Preservation Program



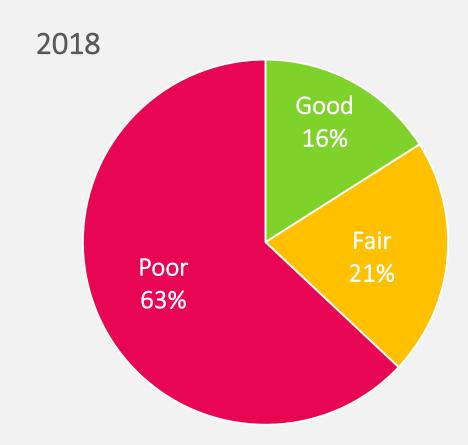
#### **LEGEND**

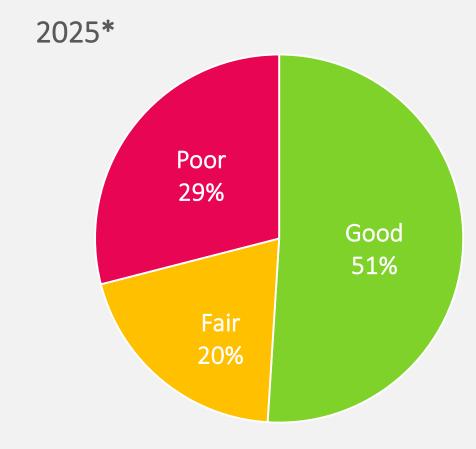
- 2019 PRESERVATION OVERLAYS
- 2019 SPOT RESURFACING
- 2019 CONCRETE PATCHING



## **Looking Ahead**

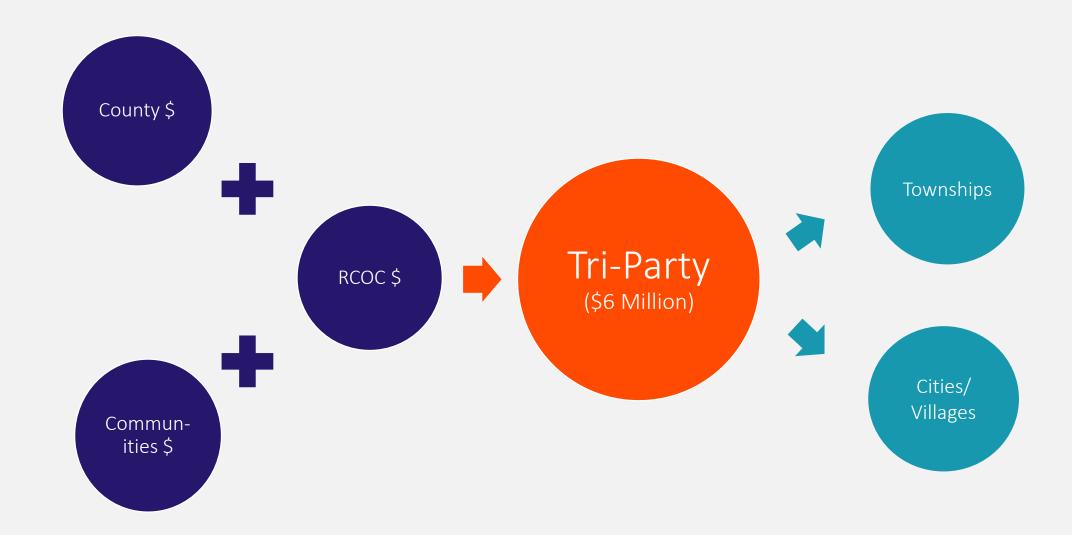
Future Road Conditions





\*2025 Projected Ratings w/Complete 2015 Funding Package

## **Tri-Party Status**





## **Data Collection**

### **Currently Collecting**

- Outfalls
- Manholes
- Catch Basins
- Stormwater Pipes

#### **Future Collection**

- Detention/Retention Basins
- Culverts

### **Data Sharing**





## **Environmental Update**



Phragmite Removal
Oak Hill Road, Independence Township

- Wetland Banking Board
- Cooperative Invasive Species Management Areas (CISMA)





#### Memo

To: Board of Trustees

From: Jamie Moore, Interim Township Manager

Date: April 18, 2019

Re: Township Manager's Report



The following items are scheduled for the April 23 meeting agenda:

**Equalization Contract Renewal**: Oakland County has proposed a contract renewal at 1%. Attorney Kelly has reviewed this contract. We have been very satisfied with our service from the County.

**Resolution for Adopting Local Support Plan:** Maintaining a Support Emergency Operations Plan establishes eligibility to receive Section 19 disaster funding. This plan expires every 4 years. This is a renewal as required.

Approval of Hammond Easement Use Agreement: The attorney has provided an opinion on this item.

**Township Manager Selection**: Jaymes Vettraino will be at the meeting to assist the board as needed. The attorney has also prepared an opinion regarding a possible contract.

Historic District Commission (HDC) Request for Approval of Contract Award for Shed Concrete Pad: This is an HDC request for approval of a contract for a concrete pad which is budgeted and part of their capital improvement plan. Barb Barber will be at the meeting if there are questions.

**SPTC Reappointments:** The Safety Path and Trails Committee recommendations for reappointment are Lauren Johnson and Ron Hein.

Fire Study Update: Trustee Giannangeli has a presentation for the board.

**Compensation Discussion:** At the April 9th meeting Treasurer Langlois requested the board discuss this item on an upcoming agenda. I shared the City of Rochester Compensation Study – you may wish to implement something similar which would be consistent with what we did prior to 2014. Positions had a range and management used discretion to hire or move employees within that range based on performance.

Gilbert Litigation Discussion: The attorney has provided an opinion on this item.

**Board Discussion About the 4/17/19 RCOC Strategy Meeting:** The presentation from this meeting is included in your packet. Also attached to this manager's report are the handouts provided by the RCOC at the meeting.

#### **Other Township Business:**

**RCOC Strategic Plan Meeting:** The board held a meeting with the Road Commission for Oakland County on Wednesday, April 17. This presentation and the meeting video is available online for residents to view. **Gunn and Adams Roundabout:** The proposed MDOT bid letting for this project is May 3, 2019.

**Audit:** Work preparing for our annual audit has started. Plante and Moran will be out to work on the audit June 3-14.

**Newsletter:** We've started working on a late spring newsletter. If you have a suggestion for an article, please let me or Courtney Wahnefried know by May 6.

**Clean Scene:** Clean Scene is coming up on May 4th. I've been in communication with Waste Management and as always, they are very cooperative and accommodating. They will be providing supplies and a truck for the event.

No Haz: The first event of the year was held April 13 in Oxford- 66 residents participated.

**Township Hall Flowers:** I met with Colleen Barkham with the Historical Society to discuss their request to plant annual flowers at the hall. As of right now, the plan is to plant patriotic flowers in recognition of the township's bicentennial. (Thank you, Historical Society!)

**Personnel:** I've been in discussion and working with staff (including the Parks Director) to ensure personnel files are up to date.

**CPR Class:** There was interest from township staff to become CPR certified. We are working with the fire department's CPR Instructor Paul Elder to schedule a time to hold a class for employees. If you have interest in attending, please let me know.

**Water and Sewer Rates:** I met with Raphael Chirolla and Ben Lewis to review water and sewer rates and a recommended resolution regarding our GIS data. These items will be on your May 14 agenda. There are no major changes to our rates. If you would like a formal presentation on this item, please let me know and I'll make sure Raphael will be in attendance at this meeting.

#### **Upcoming Items**

**Voter Registration Drive:** May 1<sup>st</sup> at Adams High School, staff from the Clerk's office will be participating in a voter registration day for students. That flyer is attached.

Clean Scene: May 4<sup>th</sup>

**Next BOT Meeting:** May 14<sup>th</sup>

**Dog License Census:** Staff from Oakland County will begin their dog census audit within the township June 3. The last day to purchase a license without a late fee is June 1.

## your VOTE is your VOICE

# SENIOR VOTER REGISTRATION Wednesday, May 1

A-H

during first hour (7:30-8:32)

I-P

during second hour (8:38-9:37)

Q-Z

during third hour (9:43-10:42)

#### - Onsite at Adams in the auxiliary gym -

- Students will report to class, receive instructions and forms, and then be excused in groups, based on their last name. (Approximately 15 minutes)
- New voter registration is open to all U.S. citizens who are 17.5 years of age on May 1.
- MUST bring driver's license/photo ID with address and birthdate!

#### **REGISTER HERE IN-PERSON for ABSENTEE VOTING opportunity!**

\*Important for new college students temporarily living outside their precinct.\*

City, township and county clerks will be onsite from Rochester Hills, Oakland Township, Auburn Hills, and Oakland County for in-person registration, making first-time voters able to receive an absentee ballot.











#### 2019 Strategic Plan Meeting

#### **AGENDA**

#### 1. Discussion

- Community Update
- Community Priorities
- Future Project Needs

#### 2. Lansing Update

- New Leadership
- Legislative Updates

#### 3. Road Funding

- Act 51 Rewrite
- Additional Funding

#### 4. What's New at RCOC

- Technology
- Independence Twp Millage

#### 5. Existing and Future Programs

- Engineering Programs
- Maintenance Programs
- Future Programs & Innovative Techniques

#### 6. Leveraging Dollars and Working Within Parameters

- Project Selection Criteria
- State of the System (PASER)
- 2019 Road Improvement Program (RIP)
- Future Road Conditions
- Tri-Party

#### 7. Asset Management

- Data Collection
- Data Requests

#### 8. Environmental Update

- Wetland Banking Board
- Cooperative Invasive Species Management Area (CISMA)

This marks the 18<sup>th</sup> time since its beginning in 1985 that the RCOC has engaged communities in the strategic planning process. These meetings offer a unique opportunity for each community in Oakland County and RCOC to review road needs, concerns and to share news on recent developments.

In the past two years since the 2017 Strategic Planning meetings were held, RCOC has been busy. We will complete even more in 2019 and future years.

2017

2018

2019

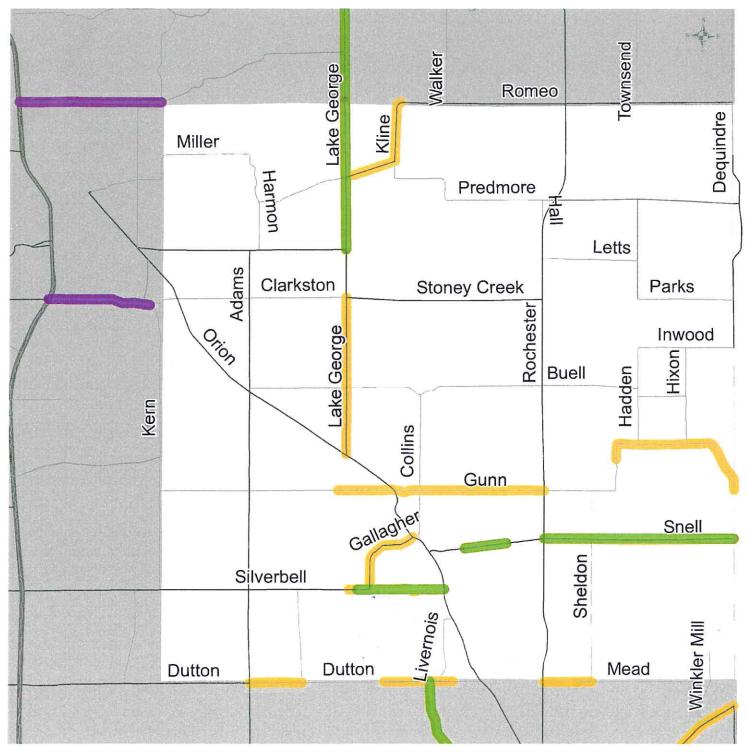
78 miles of road work

127 miles of road work

137 miles of road work



#### Oakland Township





Note: Based on 2014 Gravel Road Paving Plan formal requests

#### **Gravel Road Paving Plan**

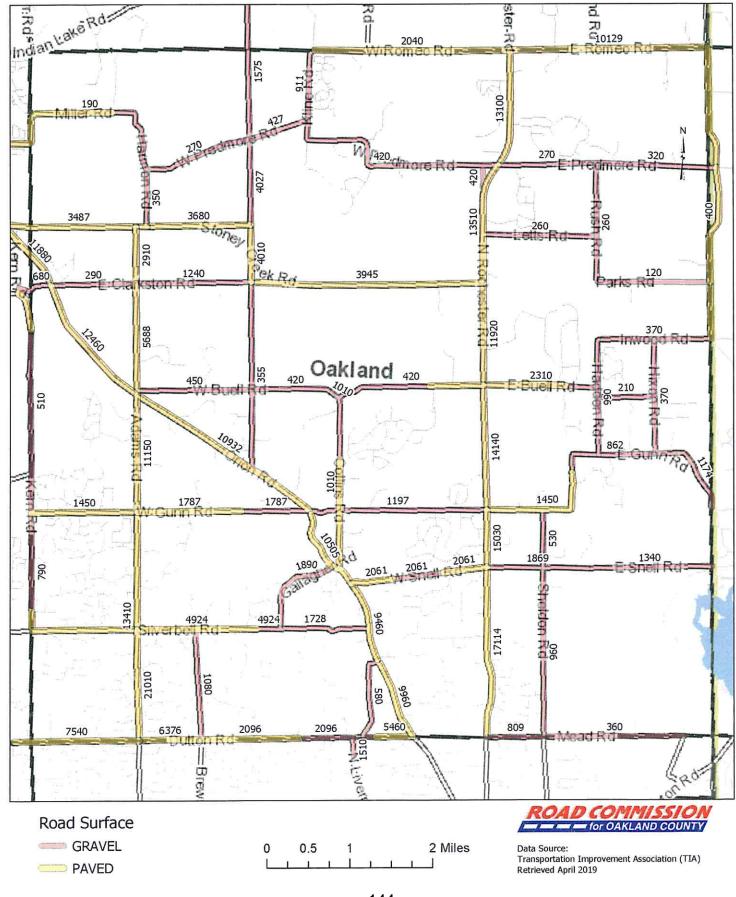
Federal Aid Eligible Gravel Roads
Planned Paving Projects

Paving Requests, Federal Aid Eligible

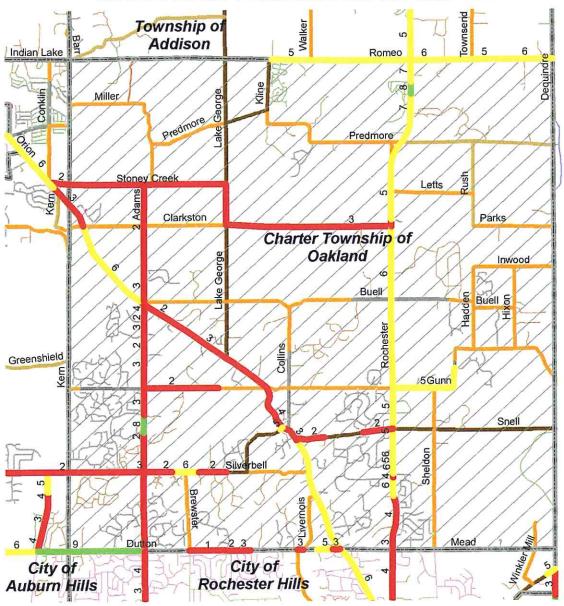
Paving Requests, Non Federal Aid Eligbile

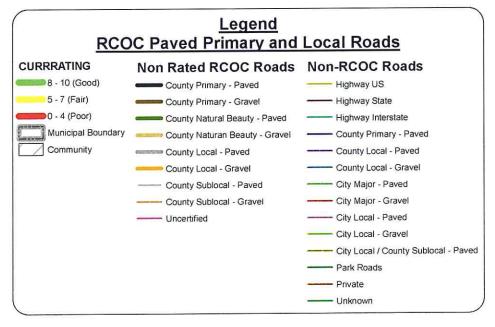


### Oakland Township Gravel Roads



## 2018 PAVEMENT CONDITION RCOC PAVED PRIMARY AND LOCAL ROADS

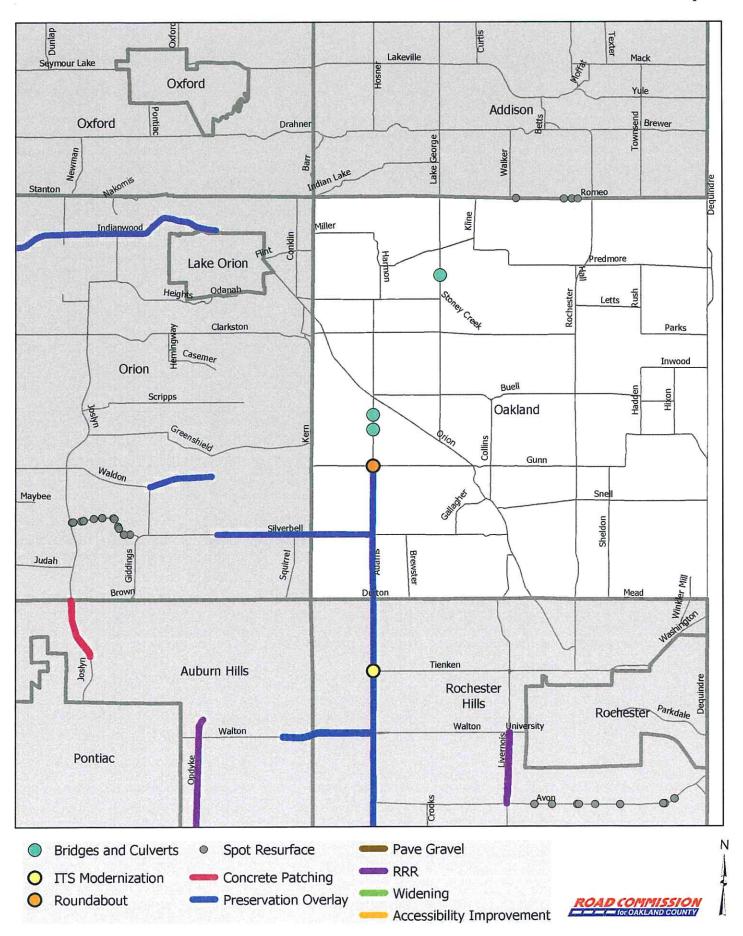




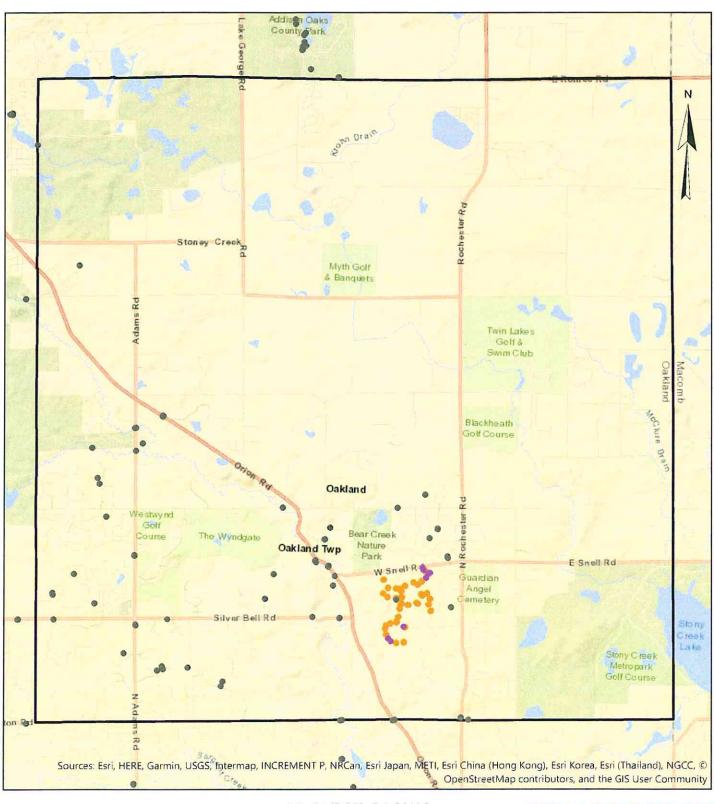




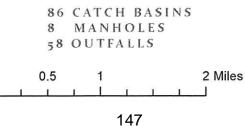
## 2019 Road Construction - Oakland Township



### OAKLAND TOWNSHIP STORMWATER ASSETS



- OUTFALL
- MANHOLE
- CATCH BASIN



0

#### ROAD COMMISSION To OAKLAND COUNTY

\*RCOC IS CURRENTLY IN COLLECTION PHASE FOR CATCH BASINS AND MANHOLES. OUTFALLS WERE COMPLETED IN 2016

## 3/5/2019 History Spreadsheet

## ROAD COMMISSION FOR OAKLAND COUNTY TRI-PARTY PROGRAM

Charter Township of Oakland County Commissioner:

3- Michael Spisz

sen		Date of	Project				Add'I								<del></del>	PROJECT
PROJECT DESCRIPTION		Agrmt	No.	1980-2010	2011	2012	2012	2013	2014	2015	2016	2017	2018	2019	2020	TOTAL
Roch @ Lonesome & Buell @ Roch	၁		32590	19,050												19,050
Lk George @ Stoney Cr	၁		32930	24,216												24,216
Gravel	ပ		33040	5,685												5,685
Roch @ Whims Lane	၁		33900	24,771												24,771
Gravel	ပ		33910	11,051												11,051
Roch @ Beach	ပ		34291	16,905												16,905
Gravel	ပ		34652	11,586												11,586
Adams Rd Bridge	ပ		35003	24,300												24,300
Gunn Curve	ပ		36282	9,643												9,643
Gunn e of Rochester	ပ		36392	12,918												12,918
Stoney Creek @ Rochester	ပ		38261	34,717												34,717
Snell @ Rochester	၁		38271	34,626												34,626
Gravel	၁	9/18/91	41022	35,046												35,046
Roch @ Stoney Cr (nb pass lane)	၁		39471	45,037												45,037
Gravel	ပ		39762	18,451												18,451
Gunn Culvert w of Roch	၁		40434	45,098					1112							45,098
Roch @ Predmore	၁		40811	19,841												19,841
Predmore, Rochester to Kline	ပ	5/24/95	43332	81,300												81,300
Buell @ Rochester- pave east approach	ပ	9/22/03	42202	28,263												28,263
Orion Bridge	ပ	96/2/9	39873	163,951												163,951
Silverbell Rd Imprvmts	၁	6/10/04	47291	968,824												968,824
Gravel 2002	၁	8/8/02	47262	66,125												66,125
Gravel 2003	ပ	9/11/03	47722	56,128												56,128
2009 Limestone Program	၁	10/8/09	50042	139,269												139,269
2010 Limestone Program	၁	6/21/10	50532	59,498												59,498
Gravel 2011	ပ	6/9/11	50951	0	58,349											58,349
Gravel 2012	ပ	4/26/12	51311	0		62,955	90,172	_								153,127
Gravel 2013	ပ	4/11/13	51762	0			3,533	60,128								63,661

## ROAD COMMISSION FOR OAKLAND COUNTY TRI-PARTY PROGRAM

Charter Township of Oakland County Commissioner:

3- Michael Spisz

		Date of Project					Add'I	93 93					30	6		PROJECT
PROJECT DESCRIPTION		Agrmt	No.	1980-2010	2011	2012	2012	2013	2014	2015	2016	2017	2018	2019	2020	IOIAL
Limestone 2014	ပ	6/12/14	52432	0					61,670							61,670
Limestone 2015	ပ	6/4/15	53002	0				1,525		62,157	-					63,682
Limestone 2016	ပ	5/12/16	53302	0							125,092					125,092
Limestone 2017	ပ	5/4/17	53712	0								126,762				126,762
Limestone 2018	ပ		54402	0									126,373			126,373
Adams Road at Gunn Road		1/24/18	53351	0										126,373	126,373	252,746
AMOUNT REMAINING FOR FUTURE PROJECT				0	0	0	0	0	0	0	0	0	0	426	426	852
TOTAL				1,956,299	58,349	62,955	93,705	61,653	61,670	62,157	125,092	126,762	126,373	126,799	126,799 2,988,613	2,988,613
																2,988,613