

**CHARTER TOWNSHIP OF VAN BUREN BOARD OF TRUSTEES  
SEPTEMBER 4, 2018 BOARD MEETING 7:00 P.M.  
TENTATIVE AGENDA**

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

Supervisor McNamara \_\_\_\_\_  
Clerk Wright \_\_\_\_\_  
Treasurer Budd \_\_\_\_\_  
Trustee Frazier \_\_\_\_\_  
Trustee Martin \_\_\_\_\_

Trustee Miller \_\_\_\_\_  
Trustee White \_\_\_\_\_  
Engineer Potter \_\_\_\_\_  
Attorney McCauley \_\_\_\_\_  
Secretary Montgomery \_\_\_\_\_

**EXECUTIVE SUMMARY OF THE AGENDA:**

**ADOPTION OF AGENDA:**

**ADOPTION OF CONSENT AGENDA:**

1. Work Study Session minutes of August 20, 2018.
2. Closed Session minutes of August 20, 2018.
3. Board Meeting minutes of August 21, 2018.
4. Prepaid List of August 23, 2018.
5. Prepaid List of August 30, 2018.
6. Voucher List of September 4, 2018
7. Approval of Resolution 2018-19 Michigan Township Association Certificate of Excellence in Taxes.
8. Approval of the 2019 Holiday Schedule.

**PUBLIC HEARING:**

**CORRESPONDENCE/ANNOUNCEMENTS/ PRESENTATIONS:**

**PUBLIC COMMENT (Unfinished and New Business):**

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

1. To consider approval of the second (final) reading of Ordinance 08-21-18 to rezone parcel V125-83-047-99-0007-701 (9275 Haggerty Rd.) from C-1, General Business to OT, Office Technology.
2. To consider approval of the second (final) reading of Ordinance 08-21-18 (1) changes to the Charter Township of Van Buren Zoning Ordinance 5-2-17 (2) to add the High Tech, Data Processing, and Computer Centers use to the M-1, Light Industrial zoning district.
3. To consider approval of the purchase of a 2018 Ford F-150 4x4 Super Crew Police Responder from Atchinson Ford for the Fire Department.
4. To consider approval of Resolution 2018-19 Michigan Township Association Certificate of Excellence in Taxes.
5. To consider approval of 2018-20 Purchasing Policy.
6. To consider approval of Resolution 2018-21 Credit Card Policy.
7. To consider approval of Resolution 2018-22 Reimbursement of Travel, Meal and Lodging Expenses Policy.

**REPORTS:**

**PUBLIC COMMENT NON-AGENDA ITEMS :**

**BOARD COMMENT NON-AGENDA ITEMS:**

**ADJOURNMENT:**

**CHARTER TOWNSHIP OF VAN BUREN**  
**WORK STUDY MEETING MINUTES**  
**AUGUST 20, 2018**

Supervisor McNamara called the meeting to order at 4:00 p.m. in the Sheldon Room. Present: Supervisor McNamara, Clerk Wright, Trustee Frazier, Trustee Martin, Trustee Miller, and Trustee White. Absent/Excused: Treasurer Budd. Others in attendance: Executive Assistant Selman, Secretary Montgomery, Downtown Development Authority Director Ireland, Planning and Economic Development Director Akers, Public Services Director Best, Human Resource Director Sumpster, Recreation Director Wright, Public Safety Director Laurain, Public Safety Director (Fire) Brown, Public Safety Deputy Director (Police) Wright, Assessing Coordinator Stevenson, Attorney McCauley, Attorney Kashef, Attorney Bartos and an audience of seven (7).

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

Discussion on entering into an agreement with Midwest Recycling Inc. The agreement allows for the placement of used clothing and shoe recycle/collection bins within the Township. In return the Township would receive six (6) cents per pound. Board members expressed concern over potential blight issues. A representative from Midwest Recycling Inc. indicated the bins would be monitored on a frequent basis and any concerns would be promptly addressed.

Discussion on Resolution 2018-15- 2018 Tax Rate Request. The resolution established the Township's tax rate for the December tax levy. The requested tax rates comply with appropriate millage reduction fractions (Headlee and Truth in Assessing).

**CLOSED SESSION:** Frazier moved, White seconded to go into closed session at 4:28 p.m. to (1) consult with the Township attorney regarding pending Visteon litigation (2) to discuss on-going Michigan Association of Fire Fighters (MAFF) contract negotiations and (3) to discuss on-going Police Officers Labor Council (POLC) Command contract negotiations. Roll Call Vote: Yeas: McNamara, Frazier, Martin, Miller and White. Nays: Wright. Motion Carried.

Frazier Moved, White seconded to reconvene the Work Study Session at 5:16 p.m. Motion Carried.

Discussion on Resolution 2018-13 the Stormwater Maintenance Agreement between the Township and Speedway LLC. The agreement designates that the property owner will be responsible for and maintain the stormwater facilities on the property at 9273 Belleville Road.

Discussion on the use and holdings of Van Buren Township owned properties. Director Best presented an overview of Township owned properties. Board members discussed the potential disposal, use and future use of each parcel.

Wright moved, Martin seconded to table discussion on Township owned parcels until after discussion on the remaining agenda items. Motion Carried.

Discussion on Ordinance 08-21-18 to rezone parcel V125-83-047-99-0007-701 (9275 Haggerty Rd.) from C-1, General Business to OT, Office Technology. The request has been reviewed and approved by the Planning Commission and a Public Hearing was held on August 8, 2018 during which no public comment was received. Upon approval by the Board the rezone would allow the applicant to pursue an office technology development on the site.

Discussion on the request for special use approval to operate a drive thru restaurant at 10573 & 10551 Belleville Road. The applicant is seeking approval for a drive thru restaurant in conjunction with a multi-tenant building, located on the east side of Belleville Road, adjacent to Belle Tire. The request has received Planning Commission approval and a Public Hearing was held on August 8, 2018 during which no public comment was received.

Discussion on Ordinance 08-21-18 (1) changes to the Charter Township of Van Buren Zoning Ordinance 5-2-17 (2) to add the High Tech, Data Processing, and Computer Centers use to the M-1, Light Industrial zoning district. This change in the current zoning ordinance adds the additional use within the M-1 zoning district.

Discussion on the petition and Resolution 2018-17 for the abandonment of a portion of the Denton Drain as proved in Chapter 17 of Public Act 40 of 1956, as amended. Project "Pancake" is developing the property upon which the beginning portion of the Denton Drain is found. This section of the drain will be abandoned as the property is being developed as a high tech automotive research facility. The petition and resolution are required by the Michigan Drain Code of 1956 for this abandonment to occur.

Continued Board discussion on Township owned properties. Board members expressed a desire to develop a strategic plan and vision to address future facility needs. Further discussion occurred regarding potential construction of a pole barn to house fire equipment on the fire station #2 property, a new water and sewer facility on the property where the water tower is located and potential movement of building and grounds storage at the old fire stations on Tyler and Ecorse Roads to the current water and sewer facility located behind Township hall. There was a consensus by Board members that further discussion would be necessary before any action is taken.

**PUBLIC COMMENT:** No public comment was received.

**ADJOURNMENT:** There being no further discussion Miller moved, Frazier seconded to adjourn the Work Study Session at 6:28 p.m. Motion Carried.

\_\_\_\_\_  
Leon Wright, Township Clerk

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

\_\_\_\_\_  
Kevin McNamara, Supervisor

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

**CHARTER TOWNSHIP OF VAN BUREN  
BOARD MEETING MINUTES  
AUGUST 21, 2018**

Treasurer Budd called the meeting to order at 7:00 p.m. in the Board Room. Present: Clerk Wright, Treasurer Budd, Trustee Frazier, Trustee Martin, Trustee Miller and Trustee White. Absent/Excused: Supervisor McNamara. Others in attendance: Secretary Montgomery, Public Services Director Best, Water and Sewer Director Taylor and an audience of eight (8).

**EXECUTIVE SUMMARY OF THE AGENDA:** Treasurer Budd outlined the items appearing on the revised agenda.

Treasurer Budd requested the removal of Consent Agenda item # 17 [ Approval of Resolution 2018-18 to increase the hourly attorney fee for the firm of Butzel Long from \$300 to \$375 an hour] indicating the item will be sent to the Local Development Finance Authority for a recommendation.

**ADOPTION OF THE AGENDA:** Miller moved, Wright seconded to approve the agenda as amended. Motion Carried.

**ADOPTION OF CONSENT AGENDA:** Frazier moved, Miller seconded to approve the Consent Agenda as amended. [Work Study Session minutes of July 16, 2018, Closed Session minutes of July 16, 2018, Board Meeting minutes of July 17, 2018, Special Work Study Session minutes of July 24, 2018, Board Meeting minutes (Budget Preparation) of August 13, 2018, Board Meeting minutes (Budget Preparation) of August 14, 2018, Prepaid List of July 19, 2018, Prepaid List of July 26, 2018, Prepaid List of August 2, 2018, Prepaid List of August 7, 2018 (Election Inspectors), Prepaid List of August 9, 2018, Prepaid List of August 16, 2018, Voucher List of August 7, 2018, Voucher List of August 21, 2018, Approval of Resolution 2018-15 the 2018 Tax Rate Request, Approval of Resolution 2018-13 and the Stormwater Maintenance Agreement between the Township and Speedway LLC., Approval of the Police Officers Labor Council (POLC) Command collective bargaining agreement 2018-2021]. Motion Carried.

**PUBLIC HEARING:** None.

**CORRESPONDENCE/ANNOUNCEMENTS/PRESENTATIONS:**

The Township Administrative offices will be closed Monday September 3, 2018 in observance of Labor Day, Clerk Wright thanked his staff and the election workers for all their assistance with the August Primary Election, the Bridge Walk and Taste of Belleville August 23, 2018 featuring several Van Buren Township restaurants, Thunder of Michigan 2018 Airshow is August 24 and 25, 2018 at the Willow Run airport, a WWII re-enactment will take place near the Belleville Area museum on Friday August 23, 2018 and the Belleville Council for the Arts will hold an art show November 3-5, 2018 at which the Belleville Community Chorus and the Belleville High School band will perform.

**PUBLIC COMMENT (Unfinished and New Business):** None.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

Miller moved, Frazier seconded to approve the agreement between the Township and Midwest Recycling Inc. and authorize the Supervisor to execute the contract. Motion Carried. The agreement allows for the placement of used clothing and shoe recycle/collection bins within the Township. In return the Township would receive six (6) cents per pound. Board members expressed concern over potential blight issues. A representative from Midwest Recycling Inc. indicated the bins would be monitored on a frequent basis and any concerns would be promptly addressed.

Frazier moved, Wright seconded to approve the first reading of Ordinance 08-21-18 to rezone parcel V125-83-047-99-0007-701 (9275 Haggerty Rd.) from C-1, General Business to OT, Office Technology. Motion Carried. The request has been reviewed and approved by the Planning Commission and a Public Hearing was held on August 8,



2018 during which no public comment was received. The rezone allows the applicant to pursue an office technology development on the site

Wright moved, Martin seconded to approve the first reading of Ordinance 08-21-18 (1) changes to the Charter Township of Van Buren Zoning Ordinance 5-2-17 (2) to add the High Tech, Data Processing, and Computer Centers use to the M-1, Light Industrial zoning district. Motion Carried. This change in the current zoning ordinance adds the additional use within the M-1 zoning district.

Wright moved, Miller seconded to approve the special use request to operate a drive thru restaurant at 10573 & 10551 Belleville Road. Motion Carried. The approval allows for a drive thru restaurant in conjunction with a multi-tenant building, located on the east side of Belleville Road, adjacent to Belle Tire. The request has received Planning Commission approval and a Public Hearing was held on August 8, 2018 during which no public comment was received.

Miller moved, Martin seconded to approve the petition and Resolution 2018-17 for the abandonment of a portion of the Denton Drain as proved in Chapter 17 of Public Act 40 of 1956, as amended. Motion Carried. Project "Pancake" is developing the property upon which the beginning portion of the Denton Drain is found. This section of the drain will be abandoned as the property is being developed as a high tech automotive research facility. The petition and resolution are required by the Michigan Drain Code of 1956 for this abandonment to occur.

**REPORTS:** Board members received the May 2018 and June 2018 Budgetary Reports. The reports are available at the Clerk's Office 46425 Tyler Rd., Van Buren Township, MI 48111.

**PUBLIC COMMENT NON-AGENDA ITEMS:** Resident commented on: an abandoned drain at the Grace Lake Corporate center, condition of Haggerty Rd. during the re-construction and thanked the Board, on behalf of the Local Development Finance Authority, for removing consent agenda item #17 from the agenda so that LDFA Commissioners could review the issue.

**BOARD COMMENT NON-AGENDA ITEMS:** Treasurer Budd thanked the POLC Command negotiation bargaining unit for their efforts negotiating the current contract

**ADJOURNMENT:** Miller moved, Frazier seconded to adjourn at 7:53 p.m. Motion Carried.

\_\_\_\_\_  
Leon Wright, Township Clerk

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

\_\_\_\_\_  
Kevin McNamara, Supervisor

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

08/22/2018 11:16 AM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 08/23/2018 - 08/23/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
08.23.18 PREPAID

Page: 1/10

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized	PO Number
Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							

Vendor AMERA2 - AMERAPLAN REIMBURSABLE:

35438-35445

86189	AMERAPLAN REIMBURSABLE	08/07/2018	08/23/2018	2,123.98	2,123.98	Open	N	
	EMPLOYEE HRA	KTYLER					08/23/2018	
	101-253-719-000	EMPLOYEE HRA		1,270.43				
	101-301-719-000	EMPLOYEE HRA		35.00				
	101-370-719-000	EMPLOYEE HRA		584.58				
	101-691-719-000	EMPLOYEE HRA		55.00				
	592-536-719-000	EMPLOYEE HRA		178.97				

11332-11344

86190	AMERAPLAN REIMBURSABLE	08/07/2018	08/23/2018	527.95	527.95	Open	N	
	EMPLOYEE HRA	KTYLER					08/23/2018	
	101-215-719-000	EMPLOYEE HRA		20.00				
	101-265-719-000	EMPLOYEE HRA		20.00				
	101-301-719-000	EMPLOYEE HRA		134.52				
	101-329-719-000	EMPLOYEE HRA		199.43				
	101-692-719-000	EMPLOYEE HRA		32.92				
	592-536-719-000	EMPLOYEE HRA		121.08				

35446

86263	AMERAPLAN REIMBURSABLE	08/14/2018	08/23/2018	201.58	201.58	Open	N	
	EMPLOYEE HRA	KTYLER					08/23/2018	
	101-692-719-000	EMPLOYEE HRA		201.58				

226-227

86264	AMERAPLAN REIMBURSABLE	08/14/2018	08/23/2018	182.40	182.40	Open	N	
	RETIREE HRA	KTYLER					08/23/2018	
	101-900-719-000	RETIREE HRA		182.40				

11345-11351

86265	AMERAPLAN REIMBURSABLE	08/14/2018	08/23/2018	174.68	174.68	Open	N	
	EMPLOYEE HRA	KTYLER					08/23/2018	
	101-171-719-000	EMPLOYEE HRA		74.68				
	101-191-719-000	EMPLOYEE HRA		20.00				
	101-247-719-000	EMPLOYEE HRA		20.00				
	101-301-719-000	EMPLOYEE HRA		20.00				
	101-325-719-000	EMPLOYEE HRA		20.00				
	101-370-719-000	EMPLOYEE HRA		20.00				

Total for vendor AMERA2 - AMERAPLAN REIMBURSABLE:

3,210.59 3,210.59

Vendor ATT - AT&T:

08/22/2018 11:16 AM  
User: KTYLER  
DB: Van Buren Twp

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Page: 2/10

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date	PO Number
734326298208 86163	AT&T 8.7-9.6 326-2982 101-265-850-000	08/07/2018 KTYLER 8.7-9.6 326-2982	08/23/2018	242.48 242.48	242.48	Open	N 08/23/2018	
734484366608 86259	AT&T 8.13-9.12 484-3666 101-718-850-000	08/13/2018 KTYLER 8.13-9.12 484-3666	08/23/2018	242.48 242.48	242.48	Open	N 08/23/2018	
Total for vendor ATT - AT&T:				484.96	484.96			
Vendor ATT2 - AT&T:								
7658473400 86162	AT&T AUG 171.799.7112 101-265-850-000	08/05/2018 KTYLER AUG 171.799.7112	08/23/2018	1,419.23 1,419.23	1,419.23	Open	N 08/23/2018	
Total for vendor ATT2 - AT&T:				1,419.23	1,419.23			
Vendor ATT3 - AT&T :								
154934885 86260	AT&T 8.7-9.6 ARCHIVE INT SVCS 250-000-850-000	08/06/2018 KTYLER 8.7-9.6 ARCHIVE INT SVCS	08/23/2018	80.92 80.92	80.92	Open	N 08/23/2018	
Total for vendor ATT3 - AT&T :				80.92	80.92			
Vendor ATT4 - AT&T MOBILITY:								
287272396924 86191	AT&T MOBILITY 7.3-8.2 MUSEUM TABLET BB ACCESS 250-000-850-000	08/02/2018 KTYLER 7.3-8.2 MUSEUM TABLET BB ACCESS	08/23/2018	61.21 61.21	61.21	Open	N 08/23/2018	
Total for vendor ATT4 - AT&T MOBILITY:				61.21	61.21			
Vendor BLCANE - BLUE CARE NETWORK:								
182190000365 86160	BLUE CARE NETWORK SEPT HLTH INSUR 101-191-719-000 101-215-719-000	08/07/2018 KTYLER SEPT HLTH INSUR SEPT HLTH INSUR	08/23/2018	84,512.31 1,505.26 1,505.26	84,512.31	Open	N 08/23/2018	

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DB: Van Buren Twp

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Page: 3/10

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized	PO Number
Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							
	101-228-719-000	SEPT HLTH INSUR		1,505.26				
	101-253-719-000	SEPT HLTH INSUR		4,177.73				
	101-265-719-000	SEPT HLTH INSUR		4,827.78				
	101-301-719-000	SEPT HLTH INSUR		33,086.73				
	101-325-719-000	SEPT HLTH INSUR		5,165.83				
	101-329-719-000	SEPT HLTH INSUR		1,505.26				
	101-336-719-000	SEPT HLTH INSUR		1,505.26				
	101-370-719-000	SEPT HLTH INSUR		1,505.26				
	101-691-719-000	SEPT HLTH INSUR		5,682.99				
	101-692-719-000	SEPT HLTH INSUR		1,167.21				
	101-900-719-000	SEPT HLTH INSUR		12,127.65				
	592-536-719-000	SEPT HLTH INSUR		8,020.35				
	592-536-719-001	SEPT HLTH INSUR		1,224.48				
Total for vendor BLCANE - BLUE CARE NETWORK:				84,512.31	84,512.31			

Vendor BCBS - BLUE CROSS BLUE SHIELD OF MI:

007002712								
86170	BLUE CROSS BLUE SHIELD OF MI	08/09/2018	08/23/2018	97,494.59	97,494.59	Open	N	
	SEPT HLTH INSUR	KTYLER					08/23/2018	
	101-101-719-000	SEPT HLTH INSUR		1,721.38				
	101-171-719-000	SEPT HLTH INSUR		2,922.93				
	101-191-719-000	SEPT HLTH INSUR		724.96				
	101-215-719-000	SEPT HLTH INSUR		2,197.97				
	101-228-719-000	SEPT HLTH INSUR		1,449.92				
	101-247-719-000	SEPT HLTH INSUR		4,395.94				
	101-253-719-000	SEPT HLTH INSUR		724.96				
	101-265-719-000	SEPT HLTH INSUR		2,922.93				
	101-301-719-000	SEPT HLTH INSUR		32,856.96				
	101-325-719-000	SEPT HLTH INSUR		1,449.92				
	101-329-719-000	SEPT HLTH INSUR		2,197.97				
	101-370-719-000	SEPT HLTH INSUR		8,563.66				
	101-692-719-000	SEPT HLTH INSUR		1,721.38				
	101-900-719-000	SEPT HLTH INSUR		20,912.33				
	247-000-719-000	SEPT HLTH INSUR		2,446.34				
	250-000-719-000	SEPT HLTH INSUR		724.96				
	592-536-719-000	SEPT HLTH INSUR		9,560.08				
Total for vendor BCBS - BLUE CROSS BLUE SHIELD OF MI:				97,494.59	97,494.59			

Vendor VISA - CHASE CARD SVCS:

08/22/2018 11:16 AM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
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Page: 4/10

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized	PO Number
Inv Ref#	Description	Entered By					Post Date	
BUDD								
86178	CHASE CARD SVCS	08/08/2018	08/23/2018	2,445.00	2,445.00	Open	N	
	AUG STMT	KTYLER					08/23/2018	
	101-370-861-000	BKELLEY 9.20-22 MAOP CONF REG		390.00				
	101-370-861-000	BEST 9.20-22 MAOP CONF REG		390.00				
	101-370-861-000	ATCHINSON 9.20-22 MAOP CONF REG		390.00				
	101-370-861-000	BUDD 9.20-22 MAOP CONF REG		390.00				
	101-370-861-000	KMARTIN 9.20-22 MAOP CONF REG		390.00				
	101-370-861-000	MOORE 9.20-22 MAOP CONF REG		390.00				
	101-370-861-000	MOORE 9.20-22 MSU EXT CP CONF SESSION		105.00				
JEWRIGHT								
86179	CHASE CARD SVCS	08/08/2018	08/23/2018	2,999.98	2,999.98	Open	N	
	AUG STMT	KTYLER					08/23/2018	
	101-691-742-001	CAROUSEL ACRES		105.00				
	101-691-742-001	LODGE LANES		357.00				
	101-691-742-001	ROMULUS AHLETIC CTR		200.00				
	101-691-742-001	DETROIT ZOO 4A/52C		628.00				
	101-691-742-001	MEIJER		19.98				
	101-691-742-001	ZAP ZONE		278.00				
	101-691-742-001	INDEPENDENCE LK		60.00				
	101-691-742-001	INDEPENDENCE LK		216.00				
	101-691-742-001	A2 HANDS-ON MUSEUM		138.00				
	101-691-742-001	EDDIE EDGAR ICE ARENA		75.00				
	101-691-742-001	EMAGINE THEATRE		42.00				
	101-691-742-001	EMAGINE THEATRE		60.00				
	101-691-742-001	EMAGINE THEATRE		60.00				
	101-691-742-001	EMAGINE THEATRE		60.00				
	101-691-742-001	EMAGINE THEATRE		60.00				
	101-691-742-001	EMAGINE THEATRE		60.00				
	101-691-742-001	BOUNCE IT UP		296.00				
	101-691-742-001	ROLLING HILLS		60.00				
	101-691-742-001	ROLLING HILLS		225.00				
RANKIN								
86180	CHASE CARD SVCS	08/08/2018	08/23/2018	863.93	863.93	Open	N	
	AUG STMT	KTYLER					08/23/2018	
	101-228-956-000	COMPUTER RM RACK		69.86				
	101-228-956-000	COMPUTER RM POWER CABLES/STRIP		64.85				
	101-228-956-000	CABLE MGMNT TIES		38.96				
	101-228-956-000	CABLE RACK FOR DATA CTR CABLE MGMNT		38.34				
	101-228-956-000	BRUSH PANEL FOR SERVER RM		37.13				

08/22/2018 11:16 AM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
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BOTH JOURNALIZED AND UNJOURNALIZED  
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Page: 5/10

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized	PO Number
Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							
	101-228-817-000	SWIFTIC FEE FOR TWP APP SUPP		576.00				
	101-228-956-000	RACK PANELS FOR SERVER RM		38.79				
JORDAN								
86181	CHASE CARD SVCS	08/08/2018	08/23/2018	811.98	811.98	Open	N	
	AUG STMT	KTYLER					08/23/2018	
	101-691-742-001	INDEPENDENCE LK		176.00				
	101-692-742-000	MEIJER-PROGRAMMING		37.14				
	101-692-742-000	DOLLAR TREE-GOLF OUTING		18.00				
	101-691-742-001	JUNGLE JAVA		84.00				
	101-692-742-000	APPLEBEES-GOLF OUTING		25.00				
	101-691-742-001	BVL FROSTY BOY		69.50				
	101-692-742-000	MEIJER-GOLF OUTING FOOD/DRINKS		47.36				
	101-691-742-001	SKATIN STATION		175.50				
	101-691-742-001	SKATIN STATION		45.50				
	101-691-742-001	DETROIT TIGERS GAME		70.00				
	101-692-742-000	MEIJER FOOD TRAYS		63.98				
MCCRACKEN								
86182	CHASE CARD SVCS	08/08/2018	08/23/2018	502.67	502.67	Open	N	
	AUG STMT	KTYLER					08/23/2018	
	101-715-740-000	ADAPTERS/MULTI PURPOSE & CABLE MGMNT		421.58				
	101-715-740-000	ADAPTERS/MULTI PURPOSE & CABLE MGMNT		39.60				
	101-715-740-000	ADAPTERS/MULTI PURPOSE & CABLE MGMNT		31.50				
	101-248-727-000	SPOTIFY MUSIC SERVICE APP		9.99				
LWRIGHT								
86183	CHASE CARD SVCS	08/08/2018	08/23/2018	3,157.78	3,157.78	Open	N	
	AUG STMT	KTYLER					08/23/2018	
	101-191-727-000	ELECTION FLAG WEIGHTS		99.00				
	101-191-727-000	ELECTION FLAG WEIGHTS		49.50				
	101-191-727-000	ELECTION FLAG WEIGHTS		74.25				
	101-191-727-000	ELECTION FLAG WEIGHTS		69.25				
	101-191-727-000	ELECTION FLAG WEIGHTS		148.50				
	101-215-861-000	TOWLES 9.16-19 MGFOA CONF REG		305.00				
	247-000-979-000	DDA-DTE SVCS INSTALL @ 45385 ECORSE		1,800.00				
	101-191-727-000	PRIMARY ELECTION LUNCHES		612.28				
TAYLOR								
86184	CHASE CARD SVCS	08/08/2018	08/23/2018	42.35	42.35	Open	N	
	AUG STMT	KTYLER					08/23/2018	
	592-536-740-000	PINARD CELL PHONE CASE		42.35				

08/22/2018 11:16 AM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 08/23/2018 - 08/23/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
08.23.18 PREPAID

Page: 6/10

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized	PO Number
Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							
LAURAIN								
86185	CHASE CARD SVCS	08/08/2018	08/23/2018	525.61	525.61	Open	N	
	AUG STMT	KTYLER					08/23/2018	
	101-301-956-000	SCHMIDTKE DESK NAME PLATE		72.45				
	101-301-956-000	BLOCK LETTERS FOR PD SIGN		96.16				
	101-301-727-000	(3) STAMPS FOR DB		64.05				
	101-301-861-000	GRIGGS/STANTON 8.1-4 ACT SHO LODGING		292.95				
DALLOS								
86186	CHASE CARD SVCS	08/08/2018	08/23/2018	66.29	66.29	Open	N	
	AUG STMT	KTYLER					08/23/2018	
	250-000-743-000	SUNOCO FUEL		21.19				
	250-000-743-000	CLEANING/PAINTING SUPPLIES FOR BASEME		45.10				
MCNAMARA								
86187	CHASE CARD SVCS	08/08/2018	08/23/2018	615.25	615.25	Open	N	
	AUG STMT	KTYLER					08/23/2018	
	101-247-861-000	DORAZIO 8.27-31 BASIC INCOME COURSE		358.75				
	101-101-956-000	WHITE 7.31-8.3 MTA LODGING		256.50				
BROW								
86188	CHASE CARD SVCS	08/08/2018	08/23/2018	232.16	232.16	Open	N	
	AUG STMT	KTYLER					08/23/2018	
	101-336-861-000	MCINALLY 7.10 MAFC CONF MEAL		18.78				
	101-336-861-000	MCINALLY 7.10 MAFC CONF MEAL		25.26				
	101-336-860-001	MCINALLY 7.11 MAFC CONF FUEL		43.51				
	101-336-861-000	MCINALLY 7.11 MAFC CONF MEAL		49.22				
	101-336-850-000	BROW CELL PHONE CASE		95.39				
Total for vendor VISA - CHASE CARD SVCS:				12,263.00	12,263.00			
Vendor DTE - DTE ENERGY:								
910013925714								
86165	DTE ENERGY	08/06/2018	08/23/2018	1,675.69	1,675.69	Open	N	
	7.6-8.3 7981 BVL	KTYLER					08/23/2018	
	101-336-920-000	7.6-8.3 7981 BVL		78.36				
	101-336-920-000	7.6-8.3 7981 BVL		1,597.33				
910013926803								
86166	DTE ENERGY	08/06/2018	08/23/2018	133.74	133.74	Open	N	
	7.6-8.3 9260 HAGGERTY	KTYLER					08/23/2018	
	592-536-920-000	7.6-8.3 9260 HAGGERTY		133.74				

08/22/2018 11:16 AM  
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INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 08/23/2018 - 08/23/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
08.23.18 PREPAID

Page: 7/10

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized	PO Number
Inv Ref#	Description	Entered By					Post Date	
910013926647								
86167	DTE ENERGY	08/08/2018	08/23/2018	63.10	63.10	Open	N	
	7.10-8.7 11940 HANNAN	KTYLER					08/23/2018	
	592-536-920-000	7.10-8.7 11940 HANNAN		63.10				
910013925011								
86168	DTE ENERGY	08/06/2018	08/23/2018	45.00	45.00	Open	N	
	7.6-8.3 39600 TYLER	KTYLER					08/23/2018	
	101-265-920-000	7.6-8.3 39600 TYLER		45.00				
910016815318								
86169	DTE ENERGY	08/06/2018	08/23/2018	88.95	88.95	Open	N	
	7.6-8.3 39600 TYLER	KTYLER					08/23/2018	
	101-265-920-000	7.6-8.3 39600 TYLER		14.04				
	101-265-920-000	7.6-8.3 39600 TYLER		74.91				
910022836811								
86172	DTE ENERGY	08/10/2018	08/23/2018	2.28	2.28	Open	N	
	7.12-8.9 48791 DENTON	KTYLER					08/23/2018	
	592-536-920-000	7.12-8.9 48791 DENTON		2.28				
910016815052								
86173	DTE ENERGY	08/10/2018	08/23/2018	95.13	95.13	Open	N	
	7.12-8.9 48791 DENTON	KTYLER					08/23/2018	
	592-536-920-000	7.12-8.9 48791 DENTON		95.13				
910015586795								
86174	DTE ENERGY	08/09/2018	08/23/2018	49.16	49.16	Open	N	
	7.11-8.8 45581 ECORSE	KTYLER					08/23/2018	
	101-265-920-000	7.11-8.8 45581 ECORSE		49.16				
910016815763								
86175	DTE ENERGY	08/09/2018	08/23/2018	42.05	42.05	Open	N	
	7.11-8.8 45581 ECORSE	KTYLER					08/23/2018	
	101-265-920-000	7.11-8.8 45581 ECORSE		42.05				
910013925979								
86176	DTE ENERGY	08/13/2018	08/23/2018	368.49	368.49	Open	N	
	7.13-8.10 7563 HAGGERTY	KTYLER					08/23/2018	
	592-536-920-000	7.13-8.10 7563 HAGGERTY		39.65				
	592-536-920-000	7.13-8.10 7563 HAGGERTY		328.84				
Total for vendor DTE - DTE ENERGY:				2,563.59	2,563.59			

Vendor ZFLOCEM - FLORENCE CEMENT CO:



08/22/2018 11:16 AM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 08/23/2018 - 08/23/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
08.23.18 PREPAID

Page: 8/10

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
CERT OF PYMT								
86262	FLORENCE CEMENT CO	08/16/2018	08/23/2018	268,258.15	268,258.15	Open	N	
	MCBRIDE RD PAVING PROJECT COP#1	KTYLER					08/23/2018	
	260-000-970-004	MCBRIDE RD PAVING PROJECT COP#1		268,258.15				
	Total for vendor ZFLOCEM - FLORENCE CEMENT CO:			268,258.15	268,258.15			
Vendor ZLERTAX - LERETA, LLC:								
REFUND								
86261	LERETA, LLC	08/16/2018	08/23/2018	8,827.99	8,827.99	Open	N	
	SUM X18 IMPORT TAX FILE-OVERPAYM	KTYLER					08/23/2018	
	703-000-226-000	SUM X18 IMPORT TAX FILE-OVERPAYMENTS		8,827.99				
	Total for vendor ZLERTAX - LERETA, LLC:			8,827.99	8,827.99			
Vendor RICOH - RICOH USA INC:								
5054077699								
86164	RICOH USA INC	08/01/2018	08/23/2018	60.12	60.12	Open	N	
	5.1-7.31 COPIER MAINT FS 1&2	KTYLER					08/23/2018	
	101-336-933-000	5.1-7.31 COPIER MAINT FS #1		4.71				
	101-336-933-000	5.1-7.31 COPIER MAINT FS #2		55.41				
	Total for vendor RICOH - RICOH USA INC:			60.12	60.12			
Vendor UNUM - UNUM LIFE INS CO OF AMERICA:								
0594957.001.2								
86171	UNUM LIFE INS CO OF AMERICA	08/14/2018	08/23/2018	11,345.54	11,345.54	Open	N	
	SEPT S&A/LIFE INSUR	KTYLER					08/23/2018	
	101-101-719-000	SEPT LIFE INSUR		19.20				
	101-171-719-000	SEPT S&A/LIFE INSUR		222.96				
	101-191-719-000	SEPT S&A/LIFE INSUR		227.79				
	101-215-719-000	SEPT S&A/LIFE INSUR		549.74				
	101-228-719-000	SEPT S&A/LIFE INSUR		333.02				
	101-247-719-000	SEPT S&A/LIFE INSUR		188.12				
	101-253-719-000	SEPT S&A/LIFE INSUR		405.68				
	101-265-719-000	SEPT S&A/LIFE INSUR		716.23				
	101-301-719-000	SEPT S&A/LIFE INSUR		4,683.70				
	101-325-719-000	SEPT S&A/LIFE INSUR		816.49				
	101-329-719-000	SEPT S&A/LIFE INSUR		175.66				
	101-336-719-000	SEPT S&A/LIFE INSUR		309.00				
	101-370-719-000	SEPT S&A/LIFE INSUR		587.01				

08/22/2018 11:16 AM  
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INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 08/23/2018 - 08/23/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
08.23.18 PREPAID

Page: 9/10

Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
	GL Distribution							
	101-691-719-000	SEPT S&A/LIFE INSUR		389.08				
	101-692-719-000	SEPT S&A/LIFE INSUR		172.88				
	101-715-719-000	SEPT S&A/LIFE INSUR		94.28				
	101-900-719-000	SEPT LIFE INSUR		16.00				
	247-000-719-000	SEPT S&A/LIFE INSUR		218.71				
	250-000-719-000	SEPT S&A/LIFE INSUR		78.10				
	592-536-719-000	SEPT S&A/LIFE INSUR		1,141.89				
	Total for vendor UNUM - UNUM LIFE INS CO OF AMERICA:			11,345.54	11,345.54			

Vendor WADTRI - WADE TRIM :

2012165								
86266	WADE TRIM	07/26/2018	08/23/2018	11,646.20	11,646.20	Open	N	
	5.27-7.1 MCBRIDE AVE PAVING CONS KTYLER						08/23/2018	
	260-000-970-004	5.27-7.1 MCBRIDE AVE PAVING CONST ENG		11,646.20				
2011686								
86267	WADE TRIM	05/23/2018	08/23/2018	1,113.73	1,113.73	Open	N	
	4.1-29 MCBRIDE PAVING PROJECT KTYLER						08/23/2018	
	260-000-970-004	4.1-29 MCBRIDE PAVING PROJECT		1,113.73				
2011687								
86268	WADE TRIM	05/23/2018	08/23/2018	1,569.25	1,569.25	Open	N	
	4.1-29 MCBRIDE AVE PAVING CONST KTYLER						08/23/2018	
	260-000-970-004	4.1-29 MCBRIDE AVE PAVING CONST ENG		1,569.25				
	Total for vendor WADTRI - WADE TRIM :			14,329.18	14,329.18			

Vendor WALMAR - WALMART COMMUNITY/SYNCB:

6032202020220100								
86161	WALMART COMMUNITY/SYNCB	08/03/2018	08/23/2018	161.70	161.70	Open	N	
	JULY STMT KTYLER						08/23/2018	
	101-715-740-000	DEVICE MGMT		30.30				
	101-101-956-000	DEVICE ACCESSORIES		48.24				
	101-101-956-001	REAL BUG REPELLNT/DAWN ULTRA		83.16				
	Total for vendor WALMAR - WALMART COMMUNITY/SYNCB:			161.70	161.70			

08/22/2018 11:16 AM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 08/23/2018 - 08/23/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
08.23.18 PREPAID

Page: 10/10

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized	PO Number
Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							

# of Invoices:	41	# Due:	41	Totals:	505,073.08	505,073.08		
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00		
Net of Invoices and Credit Memos:					505,073.08	505,073.08		

--- TOTALS BY FUND ---

101 - General Fund	187,229.29	187,229.29
247 - DDA Fund	4,465.05	4,465.05
250 - Museum Fund	1,011.48	1,011.48
260 - Landfill Fund	282,587.33	282,587.33
592 - Water/Sewer Fund	20,951.94	20,951.94
703 - Current Tax Fund	8,827.99	8,827.99

--- TOTALS BY DEPT/ACTIVITY ---

000 -	296,891.85	296,891.85
101 - Township Board	2,128.48	2,128.48
171 - Supervisor Department	3,220.57	3,220.57
191 - Election Department	3,530.79	3,530.79
215 - Clerk Department	4,577.97	4,577.97
228 - IT Department	4,152.13	4,152.13
247 - Assessing Department	4,962.81	4,962.81
248 - General Office	9.99	9.99
253 - Treasurer Department	6,578.80	6,578.80
265 - Building & Grounds	10,373.81	10,373.81
301 - Police Department	71,342.52	71,342.52
325 - Dispatch	7,452.24	7,452.24
329 - Ordinance Enforcement	4,078.32	4,078.32
336 - Fire Department	3,782.23	3,782.23
370 - Building/Planning Dept.	13,705.51	13,705.51
536 - Water Department	20,951.94	20,951.94
691 - Recreation Dept	9,747.55	9,747.55
692 - Seniors Dept	3,487.45	3,487.45
715 - Cable Dept	617.26	617.26
718 - Park & Lake Dept	242.48	242.48
900 - Insurance	33,238.38	33,238.38

08/29/2018 09:48 AM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 08/30/2018 - 08/30/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
08.30.18 PREPAID

Page: 1/9

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized	PO Number
Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							

Vendor AMERA2 - AMERAPLAN REIMBURSABLE:

35447-35480								
86383	AMERAPLAN REIMBURSABLE	08/21/2018	08/30/2018	1,439.30	1,439.30	Open	N	
	EMPLOYEE HRA	KTYLER					08/30/2018	
	101-191-719-000	EMPLOYEE HRA		35.00				
	101-253-719-000	EMPLOYEE HRA		243.89				
	101-265-719-000	EMPLOYEE HRA		113.20				
	101-301-719-000	EMPLOYEE HRA		569.76				
	101-325-719-000	EMPLOYEE HRA		25.00				
	101-336-719-000	EMPLOYEE HRA		57.33				
	101-370-719-000	EMPLOYEE HRA		20.00				
	101-691-719-000	EMPLOYEE HRA		54.28				
	592-536-719-000	EMPLOYEE HRA		320.84				
11352-11362								
86384	AMERAPLAN REIMBURSABLE	08/21/2018	08/30/2018	598.73	598.73	Open	N	
	EMPLOYEE HRA	KTYLER					08/30/2018	
	101-228-719-000	EMPLOYEE HRA		43.50				
	101-247-719-000	EMPLOYEE HRA		147.23				
	101-301-719-000	EMPLOYEE HRA		348.00				
	101-370-719-000	EMPLOYEE HRA		20.00				
	592-536-719-000	EMPLOYEE HRA		40.00				
	Total for vendor AMERA2 - AMERAPLAN REIMBURSABLE:			2,038.03	2,038.03			

Vendor ATT - AT&T:

734697410508								
86287	AT&T	08/16/2018	08/30/2018	128.37	128.37	Open	N	
	7.16-8.15 697-4105	KTYLER					08/30/2018	
	250-000-850-000	7.16-8.15 697-4105		128.37				
734697465308								
86288	AT&T	08/16/2018	08/30/2018	727.44	727.44	Open	N	
	8.16-9.15 697-4653	KTYLER					08/30/2018	
	101-265-850-000	8.16-9.15 697-4653		727.44				
734697783508								
86289	AT&T	08/16/2018	08/30/2018	115.80	115.80	Open	N	
	8.16-9.15 697-7835	KTYLER					08/30/2018	
	250-000-850-000	8.16-9.15 697-7835		115.80				
734699521308								
86290	AT&T	08/16/2018	08/30/2018	121.24	121.24	Open	N	
	8.16-9.15 699-5213	KTYLER					08/30/2018	
	101-265-850-000	8.16-9.15 699-5213		121.24				

Page: 2/9

08/29/2018 09:48 AM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 08/30/2018 - 08/30/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
08.30.18 PREPAID

Page: 3/9

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
008167.000								
86309	CHARTER TOWNSHIP OF VAN BUREN WS 4.9-6.30 11110 BECK 101-691-920-000	07/18/2018 KTYLER	08/30/2018	901.39	901.39	Open	N 08/30/2018	
	WS 4.9-6.30 11110 BECK			901.39				
	Total for vendor VABUTO - CHARTER TOWNSHIP OF VAN BUREN :			901.39	901.39			

Vendor COMCAST - COMCAST:

80558								
86296	COMCAST 8.26-9.25 CABLE BOX FEE 101-336-920-000	08/17/2018 KTYLER	08/30/2018	19.04	19.04	Open	N 08/30/2018	
	8.26-9.25 CABLE BOX FEE			19.04				
65387								
86355	COMCAST 9.2-10.1 VIDEO ARRAIGNMENT LINE 101-301-850-000	08/19/2018 KTYLER	08/30/2018	144.85	144.85	Open	N 08/30/2018	
	9.2-10.1 VIDEO ARRAIGNMENT LINE			144.85				
	Total for vendor COMCAST - COMCAST:			163.89	163.89			

Vendor MISC - CORELOGIC CENTRALIZED REFUNDS:

REFUND								
86379	CORELOGIC CENTRALIZED REFUNDS S X 18 IMPORT FILE-DUPLICATE PYM 703-000-226-000	08/27/2018 KTYLER	08/30/2018	29,136.70	29,136.70	Open	N 08/30/2018	
	S X 18 IMPORT FILE-DUPLICATE PYMTS			29,136.70				
	Total for vendor MISC - CORELOGIC CENTRALIZED REFUNDS:			29,136.70	29,136.70			

Vendor GUTDEN - DENISE GUTENSWAGER:

CLOWN								
86357	DENISE GUTENSWAGER PSD-SWEET POTATO THE CLOWN 247-000-822-000	08/20/2018 KTYLER	08/30/2018	300.00	300.00	Open	N 08/30/2018	
	PSD-SWEET POTATO THE CLOWN			300.00				
	Total for vendor GUTDEN - DENISE GUTENSWAGER:			300.00	300.00			

Vendor DTE - DTE ENERGY:

910016829905								
86297	DTE ENERGY 7.19-8.16 8145 JEREMY 592-536-920-000	08/17/2018 KTYLER	08/30/2018	178.22	178.22	Open	N 08/30/2018	
	7.19-8.16 8145 JEREMY			137.38				
	592-536-920-000			40.84				

08/29/2018 09:48 AM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 08/30/2018 - 08/30/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
08.30.18 PREPAID

Page: 4/9

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
910022836944 86298	DTE ENERGY 7.19-8.16 9297 PARKWOOD 592-536-920-000 592-536-920-000	08/17/2018 KTYLER 7.19-8.16 9297 PARKWOOD 7.19-8.16 9297 PARKWOOD	08/30/2018	144.67  35.47 109.20	144.67	Open	N 08/30/2018	
910016839772 86299	DTE ENERGY 7.14-8.14 46425 TYLER 592-536-920-000	08/15/2018 KTYLER 7.14-8.14 46425 TYLER	08/30/2018	39.65  39.65	39.65	Open	N 08/30/2018	
Total for vendor DTE - DTE ENERGY:				362.54	362.54			

Vendor DEEDST - DTE ENERGY COMPANY:

910040640427 86322	DTE ENERGY COMPANY JULY STREETLIGHTING 101-450-926-000 247-000-920-000	07/31/2018 KTYLER JULY STREETLIGHTING JULY STREETLIGHTING	08/30/2018	21,725.92  17,567.82 4,158.10	21,725.92	Open	N 08/30/2018	
Total for vendor DEEDST - DTE ENERGY COMPANY:				21,725.92	21,725.92			

Vendor FITHBA - FIFTH THIRD BANK:

5473.7851.7700.1867 86354	FIFTH THIRD BANK JULY STMT 247-000-861-000 247-000-861-000 247-000-727-000	08/15/2018 KTYLER IRELAND 10.11-12 MDA CONF LODGING LOTHRINGER 10.11-12 MDA CONF LODGING AMZN PRINTER INK	08/30/2018	387.99  111.87 111.87 164.25	387.99	Open	N 08/30/2018	
Total for vendor FITHBA - FIFTH THIRD BANK:				387.99	387.99			

Vendor HOMDEP - HOME DEPOT CREDIT SERVICES:

6035322003346768 86295	HOME DEPOT CREDIT SERVICES JULY STMT 101-301-865-000 101-301-865-000	08/12/2018 KTYLER BOAT LAUNCH SIGN LUMBER/MAT'LS BOAT LAUNCH SIGN MAT'LS	08/30/2018	223.66  189.90 33.76	223.66	Open	N 08/30/2018	
Total for vendor HOMDEP - HOME DEPOT CREDIT SERVICES:				223.66	223.66			

Vendor LICOSC - LINCOLN CONSOLIDATED SCHOOLS:

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized	PO Number
Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							
TAXES								
86307	LINCOLN CONSOLIDATED SCHOOLS	08/27/2018	08/30/2018	56,616.75	56,616.75	Open	N	
	SUM 18 DIST COLLECT 08.24.18	KTYLER					08/30/2018	
	703-000-233-000	SUM 18 DIST COLLECT 08.24.18		37,473.14				
	703-000-236-000	SUM 18 DIST COLLECT 08.24.18		18,892.29				
	703-000-246-000	SUM 18 DIST COLLECT 08.24.18		251.32				
	Total for vendor LICOSC - LINCOLN CONSOLIDATED SCHOOLS:			56,616.75	56,616.75			

Vendor PORLIS - LISA PORTER:

91518								
86356	LISA PORTER	08/20/2018	08/30/2018	360.00	360.00	Open	N	
	9.15 FACE PAINTER-PUBLIC SAFETY	KTYLER						08/30/2018
	247-000-822-000	9.15 FACE PAINTER-PUBLIC SAFETY DAY		360.00				
	Total for vendor	PORLIS - LISA PORTER:		<u>360.00</u>	<u>360.00</u>			

## Vendor MMRMAE - MI MUNICIPAL RISK MGMT AUTH ECP:

D18051005									
86294	MI MUNICIPAL RISK MGMT AUTH ECP	08/15/2018	08/30/2018	8,469.21	8,469.21	Open	N		
	JULY 46425 TYLER	KTULER						08/30/2018	
	101-265-920-000	JULY 46425 TYLER		8,469.21					
	Total for vendor MMRMAE - MI MUNICIPAL RISK MGMT AUTH ECP:			8,469.21	8,469.21				

Vendor NETFLE - NETWORK FLEET INC:

MIN	DESCRIPTION	DATE	AMOUNT	AMOUNT	STATUS	DATE
86300	NETWORK FLEET INC	08/04/2018	105.00	105.00	Open	N
	(3) AUTO DRIVER I.D. INSTALL	KTYLER				08/30/2018
101-265-860-000	(3) AUTO DRIVER I.D. INSTALL		105.00			
	Total for vendor NETFLE - NETWORK FLEET INC:		105.00	105.00		

Vendor LENROB - ROBERT LENZ:

INSPECTOR							
86269	ROBERT LENZ	08/09/2018	08/30/2018	8,825.10	8,825.10	Open	N
	JULY ELEC INSP	KTYLER					08/30/2018
	101-370-819-000	JULY ELEC INSP		8,825.10			
		Total for vendor LENROB - ROBERT LENZ:		<u>8,825.10</u>	<u>8,825.10</u>		

## Vendor MIDOT - STATE OF MICHIGAN-MDOT:



08/29/2018 09:48 AM  
User: KTYLER  
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INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 08/30/2018 - 08/30/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
08.30.18 PREPAID

Page: 6/9

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
MDOT00825								
86321	STATE OF MICHIGAN-MDOT PEDESTRIAN BRIDGE	08/05/2018 KTYLER	08/30/2018	2,978.79	2,978.79	Open	N 08/30/2018	
	247-000-975-000	CARE 1591 REIM18001442		1,100.43				
	247-000-975-000	CARE 1591 REIM18001442		1,878.36				
	Total for vendor MIDOT - STATE OF MICHIGAN-MDOT:			<u>2,978.79</u>	<u>2,978.79</u>			
Vendor TELNET - TELNET WORLDWIDE:								
142714								
86381	TELNET WORLDWIDE	08/15/2018 KTYLER	08/30/2018	1,190.82	1,190.82	Open	N 08/30/2018	
	8.15-9.14 PHONE CIRCUITS & LD CA							
	101-265-850-000	8.15-9.14 PHONE CIRCUITS & LD CALLS		1,190.82				
	Total for vendor TELNET - TELNET WORLDWIDE:			<u>1,190.82</u>	<u>1,190.82</u>			
Vendor TOPAPL - TOTAL PARTY PLANNING:								
	PUBLIC SAFETY DAY							
86358	TOTAL PARTY PLANNING	08/20/2018 KTYLER	08/30/2018	724.40	724.40	Open	N 08/30/2018	
	CHAIRS/TABLES/TENTS							
	247-000-822-000	CHAIRS/TABLES/TENTS		724.40				
	Total for vendor TOPAPL - TOTAL PARTY PLANNING:			<u>724.40</u>	<u>724.40</u>			
Vendor VBPUSC - VAN BUREN PUBLIC SCHOOL:								
	TAXES							
86306	VAN BUREN PUBLIC SCHOOL	08/27/2018 KTYLER	08/30/2018	1,654,971.35	1,654,971.35	Open	N 08/30/2018	
	SUM 18 DIST COLLECT 8.24.18							
	703-000-231-000	SUM 18 DIST COLLECT 8.24.18		1,208,994.61				
	703-000-234-000	SUM 18 DIST COLLECT 8.24.18		63,161.04				
	703-000-235-000	SUM 18 DIST COLLECT 8.24.18		382,815.70				
	Total for vendor VBPUSC - VAN BUREN PUBLIC SCHOOL:			<u>1,654,971.35</u>	<u>1,654,971.35</u>			
Vendor VERWIR - VERIZON WIRELESS:								
9812836409								
86302	VERIZON WIRELESS	08/15/2018 KTYLER	08/30/2018	130.20	130.20	Open	N 08/30/2018	
	7.16-8.15 BROADBAND ACCESS							
	101-101-956-000	7.16-8.15 BROADBAND ACCESS		80.10				
	101-228-956-000	7.16-8.15 BROADBAND ACCESS		10.02				
	592-536-740-000	7.16-8.15 BROADBAND ACCESS		40.08				

08/29/2018 09:48 AM  
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INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 08/30/2018 - 08/30/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
08.30.18 PREPAID

Page: 7/9

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
9812865940 86303	VERIZON WIRELESS 7.16-8.15 BROADBAND ACCESS 101-101-956-000 592-536-740-000	08/15/2018 KTYLER	08/30/2018	178.76 40.08 138.68	178.76	Open	N 08/30/2018	
9812478452 86380*	VERIZON WIRELESS 7.11-8.10 CELL PHONE SVCS 101-336-850-000 101-301-850-000	08/10/2018 KTYLER	08/30/2018	582.68 (63.90) 646.58	582.68	Open	N 08/30/2018	
Total for vendor VERWIR - VERIZON WIRELESS:				891.64	891.64			

Vendor VISEPL - VISION SERVICE PLAN:

127004050001 86310	VISION SERVICE PLAN SEPT VISION INSUR	08/21/2018 KTYLER	08/30/2018	2,512.12	2,512.12	Open	N 08/30/2018	
	101-101-719-000	SEPT VISION INSUR		61.47				
	101-171-719-000	SEPT VISION INSUR		64.54				
	101-191-719-000	SEPT VISION INSUR		38.11				
	101-215-719-000	SEPT VISION INSUR		105.72				
	101-228-719-000	SEPT VISION INSUR		49.79				
	101-247-719-000	SEPT VISION INSUR		52.86				
	101-253-719-000	SEPT VISION INSUR		90.97				
	101-265-719-000	SEPT VISION INSUR		140.76				
	101-301-719-000	SEPT VISION INSUR		983.45				
	101-325-719-000	SEPT VISION INSUR		193.62				
	101-329-719-000	SEPT VISION INSUR		52.86				
	101-336-719-000	SEPT VISION INSUR		52.86				
	101-370-719-000	SEPT VISION INSUR		117.40				
	101-691-719-000	SEPT VISION INSUR		105.72				
	101-692-719-000	SEPT VISION INSUR		38.11				
	101-715-719-000	SEPT VISION INSUR		26.43				
	247-000-719-000	SEPT VISION INSUR		38.11				
	250-000-719-000	SEPT VISION INSUR		11.68				
	592-536-719-000	SEPT VISION INSUR		287.66				
127004050001 86382	VISION SERVICE PLAN JULY VISION INSUR	06/21/2018 KTYLER	08/30/2018	2,523.80	2,523.80	Open	N 08/30/2018	
	101-101-719-000	JULY VISION INSUR		61.47				
	101-171-719-000	JULY VISION INSUR		64.54				
	101-191-719-000	JULY VISION INSUR		38.11				
	101-215-719-000	JULY VISION INSUR		105.72				

08/29/2018 09:48 AM  
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INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 08/30/2018 - 08/30/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
08.30.18 PREPAID

Page: 8/9

Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date	PO Number
	GL Distribution							
	101-228-719-000	JULY VISION INSUR		49.79				
	101-247-719-000	JULY VISION INSUR		52.86				
	101-253-719-000	JULY VISION INSUR		90.97				
	101-265-719-000	JULY VISION INSUR		140.76				
	101-301-719-000	JULY VISION INSUR		998.20				
	101-325-719-000	JULY VISION INSUR		190.55				
	101-329-719-000	JULY VISION INSUR		52.86				
	101-336-719-000	JULY VISION INSUR		52.86				
	101-370-719-000	JULY VISION INSUR		117.40				
	101-691-719-000	JULY VISION INSUR		105.72				
	101-692-719-000	JULY VISION INSUR		38.11				
	101-715-719-000	JULY VISION INSUR		26.43				
	247-000-719-000	JULY VISION INSUR		38.11				
	250-000-719-000	JULY VISION INSUR		11.68				
	592-536-719-000	JULY VISION INSUR		287.66				
	Total for vendor VISEPL - VISION SERVICE PLAN:			5,035.92	5,035.92			

Vendor WAINSC - WASHTENAW INTERMEDIATE SCHOOLS:

TAXES

86305	WASHTENAW INTERMEDIATE SCHOOLS	08/27/2018	08/30/2018	13,787.75	13,787.75	Open	N	
	SUM 18 DIST COLLECT 8.24.18	KTYLER					08/30/2018	
	703-000-239-000	SUM 18 DIST COLLECT 8.24.18		13,787.75				
	Total for vendor WAINSC - WASHTENAW INTERMEDIATE SCHOOLS:			13,787.75	13,787.75			

Vendor WACOTR - WAYNE COUNTY TREASURER:

TAXES

86308	WAYNE COUNTY TREASURER	08/27/2018	08/30/2018	1,825,865.77	1,825,865.77	Open	N	
	SUM 18 DIST COLLECT 08.24.18	KTYLER					08/30/2018	
	703-000-222-000	SUM 18 DIST COLLECT 08.24.18		740,111.14				
	703-000-230-000	SUM 18 DIST COLLECT 08.24.18		686,312.62				
	703-000-237-000	SUM 18 DIST COLLECT 08.24.18		387,049.44				
	703-000-237-002	SUM 18 DIST COLLECT 08.24.18		12,392.57				
	Total for vendor WACOTR - WAYNE COUNTY TREASURER:			1,825,865.77	1,825,865.77			

# of Invoices:	39	# Due:	39	Totals:	3,641,795.88	3,641,795.88
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					3,641,795.88	3,641,795.88

\* 1 Net Invoices have Credits Totalling: (63.90)

08/29/2018 09:48 AM

User: KTYLER

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## INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP

POST DATES 08/30/2018 ~ 08/30/2018

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

08.30.18 PREPAID

Page: 9/9

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
--- TOTALS BY FUND ---								
	101 - General Fund			50,543.85	50,543.85			
	247 - DDA Fund			8,985.50	8,985.50			
	250 - Museum Fund			410.75	410.75			
	592 - Water/Sewer Fund			1,477.46	1,477.46			
	703 - Current Tax Fund			3,580,378.32	3,580,378.32			
--- TOTALS BY DEPT/ACTIVITY ---								
	000 -			3,589,774.57	3,589,774.57			
	101 - Township Board			243.12	243.12			
	171 - Supervisor Department			129.08	129.08			
	191 - Election Department			111.22	111.22			
	215 - Clerk Department			211.44	211.44			
	228 - IT Department			1,741.78	1,741.78			
	247 - Assessing Department			252.95	252.95			
	253 - Treasurer Department			425.83	425.83			
	265 - Building & Grounds			13,457.05	13,457.05			
	301 - Police Department			3,914.50	3,914.50			
	325 - Dispatch			409.17	409.17			
	329 - Ordinance Enforcement			105.72	105.72			
	336 - Fire Department			1,578.08	1,578.08			
	370 - Building/Planning Dept.			9,099.90	9,099.90			
	450 - Public Services			17,567.82	17,567.82			
	536 - Water Department			1,477.46	1,477.46			
	691 - Recreation Dept			1,167.11	1,167.11			
	692 - Seniors Dept			76.22	76.22			
	715 - Cable Dept			52.86	52.86			

08/29/2018 03:04 PM  
User: KTYLER  
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INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 1/31

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized	PO Number
Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							

Vendor SELAAR - AARON SELLERS:

BZA								
86256	AARON SELLERS	06/25/2018	09/04/2018	75.00	75.00	Open	N	
	1.16/3.13/6.12 BZA MTGS	KTYLER					09/04/2018	
	101-370-818-000	1.16/3.13/6.12 BZA MTGS		75.00				
	Total for vendor SELAAR - AARON SELLERS:			75.00	75.00			

Vendor ADUNIN - ADVANCED UNDERGROUND INSP:

13212								
86281	ADVANCED UNDERGROUND INSP	08/08/2018	09/04/2018	800.00	800.00	Open	N	18-1051
	CHANDLER SANITARY SEWER TV	KTYLER					09/04/2018	
	592-537-970-000	CHANDLER SANITARY SEWER TV		800.00				
13203								
86334	ADVANCED UNDERGROUND INSP	07/31/2018	09/04/2018	11,081.25	11,081.25	Open	N	18-1022
	TELEVISIONING SANITARY SEWER-REIMBU	KTYLER					09/04/2018	
	592-537-970-000	TELEVISIONING SANITARY SEWER-REIMBURSE		11,081.25				
	Total for vendor ADUNIN - ADVANCED UNDERGROUND INSP:			11,881.25	11,881.25			

Vendor GRIAMO - AMOS GRISSETT:

BZA								
86257	AMOS GRISSETT	06/25/2018	09/04/2018	125.00	125.00	Open	N	
	1.16/2.13/3.13/4.10/6.12 BZA MTG	KTYLER					09/04/2018	
	101-370-818-000	1.16/2.13/3.13/4.10/6.12 BZA MTGS		125.00				
	Total for vendor GRIAMO - AMOS GRISSETT:			125.00	125.00			

Vendor AMGRPL - AMWAY GRAND PLAZA:

08.07.2018								
86238	AMWAY GRAND PLAZA	08/07/2018	09/04/2018	1,829.67	1,829.67	Open	N	
	9.20-22 PLANNING MI CONF LODGING	KTYLER					09/04/2018	
	101-370-861-000	AKERS 9.20-22 PLANNING MI CONF LODGIN		335.72				
	101-370-861-000	KELNESY 9.20-22 PLANNING MI CONF LODG		335.72				
	101-370-861-000	KELLEY 9.20-22 PLANNING MI CONF LODGI		335.72				
	101-370-861-000	BEST 9.20-22 PLANNING MI CONF LODGING		335.72				
	101-370-861-000	MOORE 9.20-22 PLANNING MI CONF LODGIN		335.72				
	101-370-861-000	CITY/HOTEL TAX 9.20-22 PLANNING MI CO		151.07				
	Total for vendor AMGRPL - AMWAY GRAND PLAZA:			1,829.67	1,829.67			

Vendor MISC - ANJELICA HEATH:

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 2/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
Vendor ANARWE - ANN ARBOR WELDING SUPPLY:								
BONUS 86228	ANJELICA HEATH REAL MGR-END OF SEASON BONUS 101-101-956-001	08/15/2018 KTYLER	09/04/2018	105.00 105.00	105.00	Open	N 09/04/2018	
Total for vendor MISC - ANJELICA HEATH:				105.00	105.00			
Vendor ANARWE - ANN ARBOR WELDING SUPPLY:								
104681 86351	ANN ARBOR WELDING SUPPLY MEDICAL OXYGEN 101-336-740-000	08/16/2018 KTYLER	09/04/2018	8.99 8.99	8.99	Open	N 09/04/2018	
Total for vendor ANARWE - ANN ARBOR WELDING SUPPLY:				8.99	8.99			
Vendor APFIEQ - APOLLO FIRE EQUIPMENT:								
98103 86346	APOLLO FIRE EQUIPMENT FS 1/2 AIR MONITOR CALIBRATION 101-336-933-000 101-336-933-000	08/16/2018 KTYLER	09/04/2018	757.83 714.00 43.83	757.83	Open	N 09/04/2018	18-1040
Total for vendor APFIEQ - APOLLO FIRE EQUIPMENT:				757.83	757.83			
Vendor BASIC - BASIC:								
10.177035 86373	BASIC 1/2 DOWN-ACA ELEVATE ANN RENEW 101-101-956-000	08/23/2018 KTYLER	09/04/2018	570.00 570.00	570.00	Open	N 09/04/2018	
Total for vendor BASIC - BASIC:				570.00	570.00			
Vendor BEARES - BEAVER RESEARCH COMPANY:								
282568.IN 86233	BEAVER RESEARCH COMPANY DEGREASER W/S DEPT 592-536-933-000	08/13/2018 KTYLER	09/04/2018	895.29 895.29	895.29	Open	N 09/04/2018	
Total for vendor BEARES - BEAVER RESEARCH COMPANY:				895.29	895.29			
Vendor BEARIN - BELLEVILLE AREA INDEPENDENT:								
47960 86224	BELLEVILLE AREA INDEPENDENT BUDGET PREP MTGS	08/08/2018 KTYLER	09/04/2018	60.00	60.00	Open	N 09/04/2018	

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 3/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnalized Post Date	PO Number
	101-248-900-000	BUDGET PREP MTGS		60.00				
48022 86376	BELLEVILLE AREA INDEPENDENT POLICE VEHICLE AUCTION	08/22/2018 KTYLER	09/04/2018	80.00	80.00	Open	N 09/04/2018	
	101-000-629-000	POLICE VEHICLE AUCTION		80.00				
	Total for vendor BEARIN - BELLEVILLE AREA INDEPENDENT:			140.00	140.00			

Vendor BEAUSU - BELLEVILLE AUTO SUPPLY:

389.707593 86359	BELLEVILLE AUTO SUPPLY TAR HITCH	08/23/2018 KTYLER	09/04/2018	94.99	94.99	Open	N 09/04/2018	
	592-536-932-000	TAR HITCH		94.99				
	Total for vendor BEAUSU - BELLEVILLE AUTO SUPPLY:			94.99	94.99			

Vendor BOTRME - BOUND TREE MEDICAL :

82946015 86213	BOUND TREE MEDICAL MASKS/SAFETY GLASSES/BP MONIOTRS	08/07/2018 KTYLER	09/04/2018	266.87	266.87	Open	N 09/04/2018	
	101-336-740-000	MASKS/SAFETY GLASSES/BP MONIOTRS/OB K		266.87				
82950408 86349	BOUND TREE MEDICAL BP MONITOR CUFFS	08/10/2018 KTYLER	09/04/2018	161.98	161.98	Open	N 09/04/2018	
	101-336-740-000	BP MONITOR CUFFS		161.98				
	Total for vendor BOTRME - BOUND TREE MEDICAL :			428.85	428.85			

Vendor KELLBR - BRYON KELLEY:

PLNG 86250	BRYON KELLEY 6.137.25/8.8 PLNG MTGS	08/08/2018 KTYLER	09/04/2018	75.00	75.00	Open	N 09/04/2018	
	101-370-818-000	6.137.25/8.8 PLNG MTGS		75.00				
BZA 86255	BRYON KELLEY 1.16/3.13/4.10/6.12 BZA MTGS	06/25/2018 KTYLER	09/04/2018	105.00	105.00	Open	N 09/04/2018	
	101-370-818-000	1.16/3.13/4.10/6.12 BZA MTGS		105.00				
	Total for vendor KELLBR - BRYON KELLEY:			180.00	180.00			

Vendor BUTLON - BUTZEL LONG:

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 4/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
8671588								
86277	BUTZEL LONG	08/10/2018	09/04/2018	12,196.90	12,196.90	Open	N	
	JULY LEGAL SVCS	KTYLER					09/04/2018	
	251-000-802-000	JULY LEGAL SVCS		12,196.90				
	Total for vendor BUTLON - BUTZEL LONG:			12,196.90	12,196.90			
Vendor CAVEHO - CAHILL VETERINARY HOSPITAL:								
92698								
86217	CAHILL VETERINARY HOSPITAL	07/30/2018	09/04/2018	201.36	201.36	Open	N	
	JASE 7.30 EXAM/MEDS	KTYLER					09/04/2018	
	266-000-863-000	JASE 7.30 EXAM/MEDS		201.36				
	Total for vendor CAVEHO - CAHILL VETERINARY HOSPITAL:			201.36	201.36			
Vendor THOCAR - CAROL THOMPSON:								
PLNG								
86248	CAROL THOMPSON	08/08/2018	09/04/2018	60.00	60.00	Open	N	
	6.13/8.8 PLNG MTGS	KTYLER					09/04/2018	
	101-370-818-000	6.13/8.8 PLNG MTGS		60.00				
	Total for vendor THOCAR - CAROL THOMPSON:			60.00	60.00			
Vendor SKECAT - CATHY SKELTON:								
INSTRUCTOR								
86324	CATHY SKELTON	08/23/2018	09/04/2018	125.00	125.00	Open	N	
	AUG STAIN GLASS INST	KTYLER					09/04/2018	
	101-692-742-000	AUG STAIN GLASS INST		125.00				
	Total for vendor SKECAT - CATHY SKELTON:			125.00	125.00			
Vendor CDWGOV - CDW GOVERNMENT:								
NRZ1159								
86235	CDW GOVERNMENT	08/09/2018	09/04/2018	258.00	258.00	Open	N	18-1038
	HP PRINTER MAINT KIT	KTYLER					09/04/2018	
	592-536-727-000	HP PRINTER MAIN. KIT		258.00				
NTM6900								
86304	CDW GOVERNMENT	08/15/2018	09/04/2018	400.00	400.00	Open	N	18-1041
	1 TB DISK DRIVE TO REPLACE FAILE	KTYLER					09/04/2018	
	101-228-817-000	1 TB DISK DRIVE		400.00				
NWD8090								
86353	CDW GOVERNMENT	08/22/2018	09/04/2018	1,950.00	1,950.00	Open	N	18-1048
	1 YR RENEW-MALWAREBYTES-TWP PC'S	KTYLER					09/04/2018	



08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 5/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
	101-228-939-000	MALWAREBYTES ENDPOINT SECURITY		1,950.00				
	Total for vendor CDWGOV - CDW GOVERNMENT:			2,608.00	2,608.00			
Vendor CHABUS - CHAPP & BUSHEY OIL CO:								
174521 86385	CHAPP & BUSHEY OIL CO DIESEL FUEL	08/16/2018 KTYLER	09/04/2018	547.91	547.91	Open	N 09/04/2018	
	101-336-860-001	DIESEL FUEL		283.82				
	592-536-751-000	DIESEL FUEL		264.09				
173747 86386	CHAPP & BUSHEY OIL CO FUEL	08/16/2018 KTYLER	09/04/2018	7,015.41	7,015.41	Open	N 09/04/2018	
	101-301-860-001	FUEL		4,875.71				
	101-336-860-001	FUEL		154.34				
	592-536-751-000	FUEL		919.02				
	101-265-860-000	FUEL		357.79				
	101-692-860-000	FUEL		371.82				
	101-265-860-000	FUEL 370 BLDG		49.10				
	101-265-860-000	FUEL 718 PARK		217.48				
	101-171-860-000	FUEL		70.15				
	Total for vendor CHABUS - CHAPP & BUSHEY OIL CO:			7,563.32	7,563.32			
Vendor ROMCIT - CITY OF ROMULUS:								
4496 86204	CITY OF ROMULUS AUG ANIMAL CONTROL SVCS	08/06/2018 KTYLER	09/04/2018	650.00	650.00	Open	N 09/04/2018	
	101-329-819-000	AUG ANIMAL CONTROL SVCS		650.00				
4496 86205	CITY OF ROMULUS AUG ANIMAL CONTROL SVCS	08/06/2018 KTYLER	09/04/2018	0.00	0.00	Void	N 09/04/2018	
	101-329-819-000	AUG ANIMAL CONTROL SVCS		650.00				
	Total for vendor ROMCIT - CITY OF ROMULUS:			650.00	650.00			
Vendor COCM - CODE OFFICIALS CONFERENCE MI:								
REGISTRATION								
86318	CODE OFFICIALS CONFERENCE MI	08/20/2018	09/04/2018	260.00	260.00	Open	N	
	9.25-28 COCM FALL CONF REG	KTYLER					09/04/2018	
	101-370-861-000	9.25-28 COCM FALL CONF REG		260.00				
	Total for vendor COCM - CODE OFFICIALS CONFERENCE MI:			260.00	260.00			

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 6/31

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized	PO Number
Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							
Vendor COMASS - COMMUNICATION ASSOCIATES INC:								
62800								
86330	COMMUNICATION ASSOCIATES INC	08/20/2018	09/04/2018	2,875.00	2,875.00	Open	N	
	AUG DDA MARKETING SVCS	KTYLER					09/04/2018	
	247-000-822-000	AUG DDA MARKETING SVCS		2,875.00				
62801								
86331	COMMUNICATION ASSOCIATES INC	08/20/2018	09/04/2018	10,600.00	10,600.00	Open	N	
	DDA PROGRESS BILLING NEW WEBSITE	KTYLER					09/04/2018	
	247-000-821-000	DDA PROGRESS BILLING NEW WEBSITE		10,600.00				
	Total for vendor COMASS - COMMUNICATION ASSOCIATES INC:			13,475.00	13,475.00			
Vendor CODITH - CORNWELL'S DINNER THEATER:								
73327								
86230	CORNWELL'S DINNER THEATER	08/09/2018	09/04/2018	100.00	100.00	Open	N	
	5.7.19 MIDLIFE CRISIS DEPOSIT	KTYLER					09/04/2018	
	101-692-743-000	5.7.19 MIDLIFE CRISIS DEPOSIT		100.00				
123331								
86231	CORNWELL'S DINNER THEATER	08/09/2018	09/04/2018	100.00	100.00	Open	N	
	9.12.19 RAT PACK DEPOSIT	KTYLER					09/04/2018	
	101-692-743-000	9.12.19 RAT PACK DEPOSIT		100.00				
263335								
86232	CORNWELL'S DINNER THEATER	08/09/2018	09/04/2018	100.00	100.00	Open	N	
	11.26.19 SANTA GETS PINK SLIP DE	KTYLER					09/04/2018	
	101-692-743-000	11.26.19 SANTA GETS PINK SLIP DEPOSIT		100.00				
	Total for vendor CODITH - CORNWELL'S DINNER THEATER:			300.00	300.00			
Vendor HOWCRY - CRYSTAL HOWARD:								
CLEANING								
86194	CRYSTAL HOWARD	08/13/2018	09/04/2018	280.00	280.00	Open	N	
	APR-MAY-JUNE-JULY MUSEUM CLEANIN	KTYLER					09/04/2018	
	250-000-931-000	APR-MAY-JUNE-JULY MUSEUM CLEANINGS		280.00				
	Total for vendor HOWCRY - CRYSTAL HOWARD:			280.00	280.00			
Vendor CRMORE - CRYSTAL MOUNTAIN RESORT:								
4668V2								
86319	CRYSTAL MOUNTAIN RESORT	08/20/2018	09/04/2018	550.56	550.56	Open	N	
	FIELDS 9.25-28 COCM LODGING	KTYLER					09/04/2018	
	101-370-861-000	FIELDS 9.25-28 COCM LODGING		550.56				
	Total for vendor CRMORE - CRYSTAL MOUNTAIN RESORT:			550.56	550.56			

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 7/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
Vendor CUMCDA - CUMMINGS,MCCLOREY,DAVIS & ACHO:								
251182 86344	CUMMINGS,MCCLOREY,DAVIS & ACHO JULY LEGAL SVCS 101-210-801-000 592-536-801-002	08/14/2018 KTYLER JULY LEGAL SVCS JULY LEGAL SVCS	09/04/2018	5,298.40  3,761.86 1,536.54	5,298.40	Open	N 09/04/2018	
251183 86345	CUMMINGS,MCCLOREY,DAVIS & ACHO JULY LEGAL SVCS 101-210-801-000 592-536-801-002 Total for vendor CUMCDA - CUMMINGS,MCCLOREY,DAVIS & ACHO:	08/14/2018 KTYLER JULY LEGAL SVCS JULY LEGAL SVCS	09/04/2018	1,560.40  1,107.88 452.52 6,858.80	1,560.40	Open	N 09/04/2018	
Vendor JARPLU - D.E. JARRATT PLUMBING CO:								
07.30.18 86270	D.E. JARRATT PLUMBING CO BACKFLOW TESTING DEVICES 101-265-819-000	07/30/2018 KTYLER TEST ALL TWP BACK FLOW DEVICES	09/04/2018	1,785.00  1,785.00	1,785.00	Open	N 09/04/2018	18-877
07.28.18 86285	D.E. JARRATT PLUMBING CO 12 INCH SWING VALVE FOR PRV REPA 592-537-970-000 Total for vendor JARPLU - D.E. JARRATT PLUMBING CO:	07/28/2018 KTYLER 12 INCH SWING VALVE FOR PRV REPAIR	09/04/2018	3,689.00  3,689.00 5,474.00	3,689.00	Open	N 09/04/2018	18-977
Vendor SELDAN - DAN SELMAN:								
TRAVEL 86280	DAN SELMAN 8.15-19 MMRMA CONF MILEAGE 101-171-860-000 Total for vendor SELDAN - DAN SELMAN:	08/21/2018 KTYLER 8.15-19 MMRMA CONF MILEAGE	09/04/2018	262.69  262.69 262.69	262.69	Open	N 09/04/2018	
Vendor SENDAV - DAVID SENTERS:								
BZA 86258	DAVID SENTERS 1.16 2.13/4.10 BZA MTGS 101-370-818-000 Total for vendor SENDAV - DAVID SENTERS:	06/25/2018 KTYLER 1.16 2.13/4.10 BZA MTGS	09/04/2018	85.00  85.00 85.00	85.00	Open	N 09/04/2018	

Vendor DELCOM - DELL MARKETING LP :

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized	PO Number
Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							
10261568302								
86327	DELL MARKETING LP	08/20/2018	09/04/2018	6,150.00	6,150.00	Open	N	18-905
	PD-3 RUGGED LAPTOPS	KTYLER					09/04/2018	
	101-301-958-000	DELL RUGGED LAPTOPS FOR POLICE VEHICL		6,150.00				
	Total for vendor DELCOM - DELL MARKETING LP :			6,150.00	6,150.00			

Vendor BOYDON - DONALD BOYNTON:

PLNG							
86247	DONALD BOYNTON	08/08/2018	09/04/2018	55.00	55.00	Open	N
	7.25/8.8 PLNG MTGS	KTYLER					09/04/2018
	101-370-818-000	7.25/8.8 PLNG MTGS		55.00			
	Total for vendor BOYDON - DONALD BOYNTON:			55.00	55.00		

## Vendor ELESOU - ELECTION SOURCE:

41200							
86336	ELECTION SOURCE	08/17/2018	09/04/2018	2,960.00	2,960.00	Open	N
	8.7 PRI-TEST DECK PREP/ELECTION	KTYLER					09/04/2018
	101-191-727-000	8.7 PRI-TEST DECK PREP/ELECTION ICP/I		2,960.00			
	Total for vendor ELESOU - ELECTION SOURCE:			2,960.00	2,960.00		

## Vendor FEERIT - FEED RITE PET STORE:

802538								
86284	FEED RITE PET STORE	08/21/2018	09/04/2018	69.99	69.99	Open	N	
	JASE K.9 DOG FOOD/SUPPLIES	KTYLER						09/04/2018
	266-000-863-000	JASE K.9 DOG FOOD/SUPPLIES		69.99				
	Total for vendor FEERIT - FEED RITE PET STORE:			69.99	69.99			

Vendor FERWAT - FERGUSON WATERWORKS #3386:

54675									
86341	FERGUSON WATERWORKS #3386	08/13/2018	09/04/2018	4,445.00	4,445.00	Open	N	18-1010	
	5 2 INCH DISC METERS FOR REPAIRS KTYLER							09/04/2018	
	592-536-970-003	5 TWO INCH DISC METERS FOR REPAIRS		4,445.00					
54677									
86342	FERGUSON WATERWORKS #3386	08/13/2018	09/04/2018	8,660.00	8,660.00	Open	N	18-990	
	2 INCH WATER METERS FOR REPAIRS KTYLER							09/04/2018	
	592-536-970-003	2 INCH WATER METERS FOR REPAIRS		8,660.00					
	Total for vendor FERWAT - FERGUSON WATERWORKS #3386:			<u>13,105.00</u>	<u>13,105.00</u>				

## Vendor FISYMI - FIRE SYSTEMS OF MI INC:

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 9/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
184712 86208	FIRE SYSTEMS OF MI INC FIRE SUPPRESS SYSTEM INSP 101-692-933-000	08/09/2018 KTYLER	09/04/2018	190.75 190.75	190.75	Open	N 09/04/2018	
	Total for vendor FISYMI - FIRE SYSTEMS OF MI INC:			190.75	190.75			

Vendor FTCH - FISHBECK, THOMPSON, CARR & HUBER:

375821 86400	FISHBECK, THOMPSON, CARR & HUBER 6.15 VBT/BVL SHELL 592-000-286-000	06/25/2018 KTYLER	09/04/2018	1,183.00 1,183.00	1,183.00	Open	N 09/04/2018	
376242 86401	FISHBECK, THOMPSON, CARR & HUBER 7.13 VBT/GRACE LK CORP CTR BLDG 592-000-286-000	07/23/2018 KTYLER	09/04/2018	821.00 821.00	821.00	Open	N 09/04/2018	
376245 86402	FISHBECK, THOMPSON, CARR & HUBER 7.13 VBT/METRO PARTY STORE GAS P 592-000-286-000	07/23/2018 KTYLER	09/04/2018	181.00 181.00	181.00	Open	N 09/04/2018	
376325 86403	FISHBECK, THOMPSON, CARR & HUBER 7.13 VBT/BVL SHELL 592-000-286-000	07/23/2018 KTYLER	09/04/2018	440.50 440.50	440.50	Open	N 09/04/2018	
376326 86404	FISHBECK, THOMPSON, CARR & HUBER 7.13 VBT/MULTI-TENANT BLDG 592-000-286-000	07/23/2018 KTYLER	09/04/2018	1,605.00 1,605.00	1,605.00	Open	N 09/04/2018	
376372 86405	FISHBECK, THOMPSON, CARR & HUBER 7.13 VBT/CROSSROADS DIST CTR N 592-000-286-000	07/23/2018 KTYLER	09/04/2018	9,287.50 9,287.50	9,287.50	Open	N 09/04/2018	
376376 86406	FISHBECK, THOMPSON, CARR & HUBER 7.13 VBT/CONSTELLIUM FACILITY EX 592-000-286-000	07/23/2018 KTYLER	09/04/2018	1,534.00 1,534.00	1,534.00	Open	N 09/04/2018	
376377 86407	FISHBECK, THOMPSON, CARR & HUBER 7.13 VBT/VB PK PLAY STRUCTURE/PA 279-370-941-013	07/23/2018 KTYLER	09/04/2018	2,304.47 2,304.47	2,304.47	Open	N 09/04/2018	

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 10/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
376948 86408	FISHBECK, THOMPSON, CARR & HUBER 8.10 VBT/SEWER BLACK COTTON CAND 592-537-970-000	08/20/2018 KTYLER	09/04/2018	3,331.50 3,331.50	3,331.50	Open	N 09/04/2018	
376988 86409	FISHBECK, THOMPSON, CARR & HUBER VBT/VERIZON WIRELESS #798 TOWER 592-000-286-000	08/20/2018 KTYLER	09/04/2018	90.50 90.50	90.50	Open	N 09/04/2018	
377053 86410	FISHBECK, THOMPSON, CARR & HUBER 8.10 VBT/WATER SYSTEM PRN SVCS 592-537-970-000	08/20/2018 KTYLER	09/04/2018	1,032.50 1,032.50	1,032.50	Open	N 09/04/2018	
377054 86411	FISHBECK, THOMPSON, CARR & HUBER 8.10 VBT/BVL SHELL 592-000-286-000	08/20/2018 KTYLER	09/04/2018	300.00 300.00	300.00	Open	N 09/04/2018	
377055 86412	FISHBECK, THOMPSON, CARR & HUBER 8.10 VBT/DDA 2016 PLACEMAKING PR 247-000-820-000	08/20/2018 KTYLER	09/04/2018	90.50 90.50	90.50	Open	N 09/04/2018	
377056 86413	FISHBECK, THOMPSON, CARR & HUBER 8.10 VBT/MULTI-TENANT BLDG 592-000-286-000	08/20/2018 KTYLER	09/04/2018	452.50 452.50	452.50	Open	N 09/04/2018	
377059 86414	FISHBECK, THOMPSON, CARR & HUBER 8.10 VBT/GRACE LK CORP CTR BLDG 592-000-286-000	08/20/2018 KTYLER	09/04/2018	531.00 531.00	531.00	Open	N 09/04/2018	
377061 86415	FISHBECK, THOMPSON, CARR & HUBER 8.10 VBT/CONSTELLIUM FACILITY EX 592-000-286-000	08/20/2018 KTYLER	09/04/2018	271.50 271.50	271.50	Open	N 09/04/2018	
377067 86416	FISHBECK, THOMPSON, CARR & HUBER 8.10 VBT/METRO PARTY STORE GAS P 592-000-286-000	08/20/2018 KTYLER	09/04/2018	887.00 887.00	887.00	Open	N 09/04/2018	
377252 86417	FISHBECK, THOMPSON, CARR & HUBER 8.10 VBT/SHELDON RD PCR	08/20/2018 KTYLER	09/04/2018	5,791.50	5,791.50	Open	N 09/04/2018	

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 11/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
	101-265-970-000	8.10 VBT/SHELDON RD PCR		5,791.50				
.377265 86418	FISHBECK, THOMPSON, CARR & HUBER 8.10 VBT/DENTON RD WM PCR	08/20/2018 KTYLER	09/04/2018	515.00	515.00	Open	N 09/04/2018	
	592-536-819-000	8.10 VBT/DENTON RD WM PCR		515.00				
377282 86419	FISHBECK, THOMPSON, CARR & HUBER 8.10 VBT/SPACE ASSESS & UTILIZE	08/20/2018 KTYLER	09/04/2018	1,193.71	1,193.71	Open	N 09/04/2018	
	101-265-970-000	8.10 VBT/SPACE ASSESS & UTILIZE STUDY		1,193.71				
	Total for vendor FTCH - FISHBECK, THOMPSON, CARR & HUBER:			31,843.68	31,843.68			

Vendor FLOAIRE - FLO-AIRE HEATING & COOLING:

REFUND 86389	FLO-AIRE HEATING & COOLING REFUND ELEC PERMIT#PE18.0380	08/24/2018 KTYLER	09/04/2018	255.00	255.00	Open	N 09/04/2018	
	101-000-478-000	REFUND ELEC PERMIT#PE18.0380		255.00				
REFUND 86390	FLO-AIRE HEATING & COOLING REFUND MECH PERMIT#PM18.0371	08/24/2018 KTYLER	09/04/2018	115.00	115.00	Open	N 09/04/2018	
	101-000-479-000	REFUND MECH PERMIT#PM18.0371		115.00				
	Total for vendor FLOAIRE - FLO-AIRE HEATING & COOLING:			370.00	370.00			

Vendor FRAPCO - FRISCHMAN APPRAISAL & CONSULTING:

ASSESSOR 86200	FRISCHMAN APPRAISAL & CONSULTING AUG INDEPENDENT CONTRACTOR ASSES	08/17/2018 KTYLER	09/04/2018	3,333.00	3,333.00	Open	N 09/04/2018	
	101-247-819-000	AUG INDEPENDENT CONTRACTOR ASSESS		3,333.00				
	Total for vendor FRAPCO - FRISCHMAN APPRAISAL & CONSULTING:			3,333.00	3,333.00			

Vendor GARAUT - GARRISON AUTOMOTIVE INC:

1130288 86362	GARRISON AUTOMOTIVE INC #106 TRANS RPR	08/08/2018 KTYLER	09/04/2018	1,002.00	1,002.00	Open	N 09/04/2018	
	101-301-860-000	#106 TRANS RPR		1,002.00				
	Total for vendor GARAUT - GARRISON AUTOMOTIVE INC:			1,002.00	1,002.00			

Vendor GENPOW - GEN POWER PRODUCTS:

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 12/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
107381 86360	GEN POWER PRODUCTS N SHORE GEN MAINT 592-537-970-000	08/15/2018 KTYLER	09/04/2018	620.50 620.50	620.50	Open	N 09/04/2018	
107419 86361	GEN POWER PRODUCTS N SHORE GEN MAINT 592-536-970-000	08/15/2018 KTYLER	09/04/2018	406.00 406.00	406.00	Open	N 09/04/2018	
Total for vendor GENPOW - GEN POWER PRODUCTS:				1,026.50	1,026.50			

Vendor MCKGER - GERALD MCKELVEY:

WS 86244	GERALD MCKELVEY 6.26 WS MTG 592-536-818-000	07/03/2018 KTYLER	09/04/2018	25.00 25.00	25.00	Open	N 09/04/2018	
Total for vendor MCKGER - GERALD MCKELVEY:				25.00	25.00			

Vendor goprma - GONCZY'S PROPERTY MAINTENANCE:

5010 86315	GONCZY'S PROPERTY MAINTENANCE JULY GRASS CUTTING 101-265-819-000 101-276-932-000 592-536-819-000	08/01/2018 KTYLER	09/04/2018	8,585.00 6,695.00 1,690.00 200.00	8,585.00	Open	N 09/04/2018	
5055 86332	GONCZY'S PROPERTY MAINTENANCE JULY DDA STREETSCAPE MAINT 247-000-979-001	07/31/2018 KTYLER	09/04/2018	1,600.00 1,600.00	1,600.00	Open	N 09/04/2018	
Total for vendor goprma - GONCZY'S PROPERTY MAINTENANCE:				10,185.00	10,185.00			

Vendor MISC - GRACE MOORE:

TRAVEL 86370	GRACE MOORE 8.7 MOORE MML-RRR TRNG MILEAGE/P 101-370-860-000	08/17/2018 KTYLER	09/04/2018	103.52 103.52	103.52	Open	N 09/04/2018	
Total for vendor MISC - GRACE MOORE:				103.52	103.52			

Vendor GRAING - GRAINGER:



08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 13/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
9861984111 86237	GRAINGER CABINET DOLLY 101-265-740-000	07/31/2018 KTYLER	09/04/2018	394.52 394.52	394.52	Open	N 09/04/2018	
9869575069 86272	GRAINGER WIRE SHELVING UNIT 101-265-931-000	08/08/2018 KTYLER	09/04/2018	262.92 262.92	262.92	Open	N 09/04/2018	
9869575077 86273	GRAINGER SHELVING UNITS 101-265-931-000	08/08/2018 KTYLER	09/04/2018	36.03 36.03	36.03	Open	N 09/04/2018	
9876952657 86276	GRAINGER WIRE SHELVING UNIT 101-265-931-000	08/15/2018 KTYLER	09/04/2018	183.79 183.79	183.79	Open	N 09/04/2018	
Total for vendor GRAING - GRAINGER:				877.26	877.26			

Vendor GLWA - GREAT LAKES WATER AUTHORITY:

100.1511.W 86212	GREAT LAKES WATER AUTHORITY JUNE WATER PURCHASES 592-536-927-000	07/25/2018 KTYLER	09/04/2018	264,885.68 264,885.68	264,885.68	Open	N 09/04/2018	
300.1511.S 86375	GREAT LAKES WATER AUTHORITY JULY IWC 592-537-924-000	08/15/2018 KTYLER	09/04/2018	2,044.19 2,044.19	2,044.19	Open	N 09/04/2018	
Total for vendor GLWA - GREAT LAKES WATER AUTHORITY:				266,929.87	266,929.87			

Vendor GUAULU - GULF AUTO LUBE:

61028 86348	GULF AUTO LUBE #431 OIL CHNG 101-336-860-000	08/20/2018 KTYLER	09/04/2018	92.89 92.89	92.89	Open	N 09/04/2018	
Total for vendor GUAULU - GULF AUTO LUBE:				92.89	92.89			

Vendor INCAON - INDEPENDENT CARPET ONE:

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 14/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
CG800913 86338	INDEPENDENT CARPET ONE FS#1 CARPET INSTALL 101-265-970-000	08/08/2018 KTYLER	09/04/2018	18,327.63	18,327.63	Open	N 09/04/2018	18-982
	CARPET FOR FIRE STATION #1			18,327.63				
CG800912 86339	INDEPENDENT CARPET ONE FS#2 CARPET INSTALL 101-265-970-000	08/08/2018 KTYLER	09/04/2018	12,416.70	12,416.70	Open	N 09/04/2018	18-983
	CARPET FOR FIRE STATION #2			12,416.70				
	Total for vendor INCAON - INDEPENDENT CARPET ONE:			30,744.33	30,744.33			

Vendor MISC - JEANETTE GUTIERREZ:

SPONSORSHIP

86323	JEANETTE GUTIERREZ	08/22/2018	09/04/2018	200.00	200.00	Open	N 09/04/2018	
	ROSIE ROSEBUSH PLANTING CEREMONY	KTYLER						
	250-000-956-000	ROSIE ROSEBUSH PLANTING CEREMONY		200.00				
	Total for vendor MISC - JEANETTE GUTIERREZ:			200.00	200.00			

Vendor JAHJEF - JEFF JAHR:

PLNG 86246	JEFF JAHR	08/08/2018	09/04/2018	75.00	75.00	Open	N 09/04/2018	
	6.13/7.25/8.8 PLNG MTGS	KTYLER						
	101-370-818-000	6.13/7.25/8.8 PLNG MTGS		75.00				
	Total for vendor JAHJEF - JEFF JAHR:			75.00	75.00			

Vendor ZAEJEN - JENNIFER ZAENGLEIN:

TRAVEL

86203	JENNIFER ZAENGLEIN	08/13/2018	09/04/2018	227.61	227.61	Open	N 09/04/2018	
	3.15-7.25 MILEAGE	KTYLER						
	101-718-860-000	3.15-7.25 MILEAGE		227.61				
	Total for vendor ZAEJEN - JENNIFER ZAENGLEIN:			227.61	227.61			

Vendor FRAJOA - JOAN FRANZOI:

PLNG 86245	JOAN FRANZOI	08/08/2018	09/04/2018	75.00	75.00	Open	N 09/04/2018	
	6.13/7.25/8.8 PLNG MTGS	KTYLER						
	101-370-818-000	6.13/7.25/8.8 PLNG MTGS		75.00				
	Total for vendor FRAJOA - JOAN FRANZOI:			75.00	75.00			

Vendor BARJOS - JOE BARNABEI:

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 15/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
BZA 86254	JOE BARNABEI 1.16/6.12 BZA MTGS 101-370-818-000	06/25/2018 KTYLER 1.16/6.12 BZA MTGS	09/04/2018	50.00  50.00	50.00  50.00	Open	N 09/04/2018	
Total for vendor BARJOS - JOE BARNABEI:				50.00	50.00			
Vendor DOUJOH - JOHN DOUGLASS, JR:								
INSPECTOR 86240	JOHN DOUGLASS, JR JULY MECH INSP 101-370-819-000	08/14/2018 KTYLER JULY MECH INSP	09/04/2018	2,750.00  2,750.00	2,750.00  2,750.00	Open	N 09/04/2018	
Total for vendor DOUJOH - JOHN DOUGLASS, JR:				2,750.00	2,750.00			
Vendor JOROSC - JOHNSON, ROSATI, SCHULTZ & JOPPICH:								
1070940 86275	JOHNSON, ROSATI, SCHULTZ & JOPPICH JULY LEGAL SVCS 101-210-801-000 592-536-801-002	08/13/2018 KTYLER JULY LEGAL SVCS JULY LEGAL SVCS	09/04/2018	1,005.00  713.55 291.45	1,005.00  1,005.00	Open	N 09/04/2018	
Total for vendor JOROSC - JOHNSON, ROSATI, SCHULTZ & JOPPICH:				1,005.00	1,005.00			
Vendor JOHLIT - JOHNSTON LITHOGRAPH, INC.:								
94817 86278	JOHNSTON LITHOGRAPH, INC. APPROVED GREEN LABELS 101-370-740-000	08/20/2018 KTYLER 1,500 APPROVED GREEN LABELS	09/04/2018	187.00  187.00	187.00  187.00	Open	N 09/04/2018	18-1043
94776 86347	JOHNSTON LITHOGRAPH, INC. ABANDONED VEHICLE STICKERS 101-301-743-000	08/13/2018 KTYLER 8.5X11 ORANGE CRACK & PEEL SHEETS	09/04/2018	280.00  280.00	280.00  280.00	Open	N 09/04/2018	18-1030
Total for vendor JOHLIT - JOHNSTON LITHOGRAPH, INC.:				467.00	467.00			
Vendor FIEJUD - JULIA FIELDS:								
ADVANCE 86317	JULIA FIELDS COCM CONF TRAVEL ADVANCE 101-370-860-000	08/20/2018 KTYLER COCM CONF TRAVEL ADVANCE	09/04/2018	200.00  200.00	200.00  200.00	Open	N 09/04/2018	
Total for vendor FIEJUD - JULIA FIELDS:				200.00	200.00			

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 16/31

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized	PO Number
Inv Ref#	Description	Entered By					Post Date	

GL Distribution

Vendor KEISER - KEISER CORPORATION:

872937								
86215	KEISER CORPORATION	08/09/2018	09/04/2018	1,896.03	1,896.03	Open	N	18-1037
	SUPPLIES FOR GUN RANGE	KTYLER					09/04/2018	
	101-301-744-000	SPEER FORCE 5.56 TRAINING MAG		131.40				
	101-301-744-000	GLOCK TRAINING PISTOL		908.00				
	101-301-744-000	5.56MM FORCE ON FORCE RED SPEER		297.25				
	101-301-744-000	SPEER FORCE ON FORCE MARK RDS 9MM RED		499.38				
	101-301-744-000	SHIPPING FEE		60.00				
	Total for vendor KEISER - KEISER CORPORATION:			1,896.03	1,896.03			

Vendor ABNLAU - LAURA ABNEY:

INSTRUCTOR

86364	LAURA ABNEY	08/16/2018	09/04/2018	719.20	719.20	Open	N	
	SAT SUM GYM INST	KTYLER					09/04/2018	
	101-691-742-000	SAT SUM GYM INST		719.20				
	Total for vendor ABNLAU - LAURA ABNEY:			719.20	719.20			

Vendor LIBPLU - LIBERTY PLUMBING SUPPLY:

70211								
86223	LIBERTY PLUMBING SUPPLY	08/07/2018	09/04/2018	50.56	50.56	Open	N	
	(5) PRESSURE GAUGE METERS	KTYLER					09/04/2018	
	592-536-970-003	(5) PRESSURE GAUGE METERS		50.56				
	Total for vendor LIBPLU - LIBERTY PLUMBING SUPPLY:			50.56	50.56			

Vendor stelin - LINDA STEVENSON:

TRAVEL

86337	LINDA STEVENSON	08/22/2018	09/04/2018	296.47	296.47	Open	N	
	8.14-15 MAA CONF MILEAGE/MEAL	KTYLER					09/04/2018	
	101-247-860-000	8.14-15 MAA CONF MILEAGE		281.22				
	101-247-861-000	8.14-15 MAA CONF MEAL		15.25				
	Total for vendor stelin - LINDA STEVENSON:			296.47	296.47			

Vendor SPELOR - LORETTA SPEAKS:

WS

86243	LORETTA SPEAKS	07/03/2018	09/04/2018	25.00	25.00	Open	N	
	6.26 WS MTG	KTYLER					09/04/2018	
	592-536-818-000	6.26 WS MTG		25.00				
	Total for vendor SPELOR - LORETTA SPEAKS:			25.00	25.00			

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 17/31

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized	PO Number
Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							

Vendor MAACO - MAACO:

REGISTRATION

86420	MAACO	08/28/2018	09/04/2018	150.00	150.00	Open	N	
	QUEENER 9.10-11 MAACO CONF REG	KTYLER					09/04/2018	
	101-329-861-000	QUEENER 9.10-11 MAACO CONF REG		150.00				
		Total for vendor MAACO - MAACO:		150.00	150.00			

Vendor MAJGRA - MAJIK GRAPHICS:

17785								
86279	MAJIK GRAPHICS	08/10/2018	09/04/2018	52.00	52.00	Open	N	
	#529 DECAL	KTYLER					09/04/2018	
	592-536-932-000	#529 DECAL		52.00				
		Total for vendor MAJGRA - MAJIK GRAPHICS:		52.00	52.00			

Vendor MAFOSE - MARQUIS FOOD SERVICE:

8581								
86350	MARQUIS FOOD SERVICE	08/17/2018	09/04/2018	72.00	72.00	Open	N	
	PRISONER MEALS	KTYLER					09/04/2018	
	101-301-862-000	PRISONER MEALS		72.00				
		Total for vendor MAFOSE - MARQUIS FOOD SERVICE:		72.00	72.00			

Vendor BESMAT - MATT BEST:

TRAVEL								
86325*	MATT BEST	08/20/2018	09/04/2018	214.07	214.07	Open	N	
	8.15-17 MMRMA CONF MILEAGE	KTYLER					09/04/2018	
	101-265-860-000	8.15-17 MMRMA CONF MILEAGE		273.59				
	101-265-860-000	8.15-17 MMRMA CONF MILEAGE-CREDIT CAR		(59.52)				
		Total for vendor BESMAT - MATT BEST:		214.07	214.07			

Vendor MCKASS - MCKENNA ASSOCIATES:

21466.21								
86391	MCKENNA ASSOCIATES	08/07/2018	09/04/2018	598.06	598.06	Open	N	
	JULY CDBG ADMIN SVCS	KTYLER					09/04/2018	
	101-370-821-000	JULY CDBG ADMIN SVCS		598.06				
21511.21								
86392	MCKENNA ASSOCIATES	08/07/2018	09/04/2018	2,984.16	2,984.16	Open	N	
	JULY INTERIM SVCS	KTYLER					09/04/2018	
	101-370-819-000	JULY INTERIM SVCS		2,984.16				

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 18/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
21754.10 86393	MCKENNA ASSOCIATES JULY MASTER PLAN AMENDS 279-370-975-000	08/07/2018 KTYLER	09/04/2018	400.00 400.00	400.00	Open	N 09/04/2018	
21638.6 86394	MCKENNA ASSOCIATES JULY BLDG PLAN REVIEW SVCS 101-370-819-000	08/08/2018 KTYLER	09/04/2018	3,367.27 3,367.27	3,367.27	Open	N 09/04/2018	
98020.22 86395	MCKENNA ASSOCIATES JULY PLNG REVIEW SVCS 101-000-286-000	08/14/2018 KTYLER	09/04/2018	8,008.90 8,008.90	8,008.90	Open	N 09/04/2018	
Total for vendor MCKASS - MCKENNA ASSOCIATES:				15,358.39	15,358.39			

Vendor ATCMED - MEDINA ATCHINSON:

PLNG 86249	MEDINA ATCHINSON 6.13/7.25/8.8 PLNG MTGS 101-370-818-000	08/08/2018 KTYLER	09/04/2018	75.00 75.00	75.00	Open	N 09/04/2018	
Total for vendor ATCMED - MEDINA ATCHINSON:				75.00	75.00			

Vendor MGFOA - MGFOA:

54228 86352	MGFOA TOWLES MEMBERSHIP DUES 101-215-810-000	08/15/2018 KTYLER	09/04/2018	120.00 120.00	120.00	Open	N 09/04/2018	
Total for vendor MGFOA - MGFOA:				120.00	120.00			

Vendor MMTA - MI MUNICIPAL TREASURERS ASSOC:

REGISTRATION 86196	MI MUNICIPAL TREASURERS ASSOC BUDD/BELLINGHAM 9.23-26 CONF REG 101-253-861-000	08/13/2018 KTYLER	09/04/2018	610.00 305.00	610.00	Open	N 09/04/2018	
				305.00				
DUES 86197	MI MUNICIPAL TREASURERS ASSOC BUDD/BELLINGHAM MEMBRSHIP DUES 101-253-810-000	08/13/2018 KTYLER	09/04/2018	100.00 50.00	100.00	Open	N 09/04/2018	
				50.00				

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 19/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized PO Number Post Date
	Total for vendor MMTA - MI MUNICIPAL TREASURERS ASSOC:			710.00	710.00		
Vendor MIRUWA - MI RURAL WATER ASSOCIATION:							
DUES							
86219	MI RURAL WATER ASSOCIATION	06/18/2018	09/04/2018	825.00	825.00	Open	N
	2018 DEPT MEMBERSHIP DUES	KTYLER					09/04/2018
	592-536-810-000	2018 DEPT MEMBERSHIP DUES		825.00			
	Total for vendor MIRUWA - MI RURAL WATER ASSOCIATION:			825.00	825.00		
Vendor MICLAU - MICHIGAN LAUNDRY MACHINERY SVC INC:							
103763							
86372	MICHIGAN LAUNDRY MACHINERY SVC INC	08/14/2018	09/04/2018	382.74	382.74	Open	N
	FS2 WASHING MACHINE RPR	KTYLER					09/04/2018
	101-336-933-000	FS2 WASHING MACHINE RPR		382.74			
	Total for vendor MICLAU - MICHIGAN LAUNDRY MACHINERY SVC INC:			382.74	382.74		
Vendor MIMULE - MICHIGAN MUNICIPAL LEAGUE:							
17692							
86328	MICHIGAN MUNICIPAL LEAGUE	07/31/2018	09/04/2018	31.20	31.20	Open	N
	POLICE OFFICER JOB POSTING	KTYLER					09/04/2018
	101-301-956-000	POLICE OFFICER JOB POSTING		31.20			
17702							
86329	MICHIGAN MUNICIPAL LEAGUE	07/31/2018	09/04/2018	30.24	30.24	Open	N
	DISPATCHER JOB POSTING	KTYLER					09/04/2018
	101-325-956-000	DISPATCHER JOB POSTING		30.24			
	Total for vendor MIMULE - MICHIGAN MUNICIPAL LEAGUE:			61.44	61.44		
Vendor MINOSE - MICHIGAN NOTARY SERVICE:							
NOTARY							
86369	MICHIGAN NOTARY SERVICE	08/20/2018	09/04/2018	216.44	216.44	Open	N
	MCGUIRE/SCHMIDTKE NOTARY FEES	KTYLER					09/04/2018
	101-370-956-000	MCGUIRE NOTARY FEES		108.22			
	101-301-956-000	SCHMIDTKE NOTARY FEES		108.22			
	Total for vendor MINOSE - MICHIGAN NOTARY SERVICE:			216.44	216.44		
Vendor MICAPAST - MILLER CANFIELD PADDOCK & STONE:							
1404873							
86201	MILLER CANFIELD PADDOCK & STONE	08/02/2018	09/04/2018	25,000.00	25,000.00	Open	N
	DDA 2018 BOND ISSUANCE	KTYLER					09/04/2018

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 20/31

Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
	GL Distribution							
	247-000-992-000	DDA 2018 BOND ISSUANCE		25,000.00				
1406110 86343	MILLER CANFIELD PADDOCK & STONE JULY LEGAL SVCS	08/13/2018 KTYLER	09/04/2018	5,664.00	5,664.00	Open	N 09/04/2018	
	251-000-802-000	JULY LEGAL SVCS		5,664.00				
	Total for vendor MICAPAST - MILLER CANFIELD PADDOCK & STONE:			30,664.00	30,664.00			

Vendor MMLWCF - MML WORKERS COMP FUND:

3619205 86274	MML WORKERS COMP FUND 4TH Q WORKERS COMP INSUR	08/08/2018 KTYLER	09/04/2018	59,438.00	59,438.00	Open	N 09/04/2018	
	101-900-720-000	4TH Q WORKERS COMP INSUR		35,662.80				
	592-536-720-000	4TH Q WORKERS COMP INSUR		23,775.20				
	Total for vendor MMLWCF - MML WORKERS COMP FUND:			59,438.00	59,438.00			

Vendor KEGNAN - NANCY KEGLEY:

INSTRUCTOR 86363	NANCY KEGLEY SUM KID KWON DO INSTRUCTOR	08/16/2018 KTYLER	09/04/2018	387.00	387.00	Open	N 09/04/2018	
	101-691-742-000	SUM KID KWON DO INSTRUCTOR		387.00				
	Total for vendor KEGNAN - NANCY KEGLEY:			387.00	387.00			

Vendor SUMNIC - NICOLE D.W. SUMPTER:

REIMBURSE 86239	NICOLE D.W. SUMPTER REAL EXPENSES	08/15/2018 KTYLER	09/04/2018	138.40	138.40	Open	N 09/04/2018	
	101-101-956-001	REAL EXPENSES		138.40				
	Total for vendor SUMNIC - NICOLE D.W. SUMPTER:			138.40	138.40			

Vendor NUWAVE - NU-WAVE PLUMBING:

REFUND 86387	NU-WAVE PLUMBING REFUND PLBG PERMIT#PP18.0215	08/23/2018 KTYLER	09/04/2018	375.00	375.00	Open	N 09/04/2018	
	101-000-480-000	REFUND PLBG PERMIT#PP18.0215		375.00				
	Total for vendor NUWAVE - NU-WAVE PLUMBING:			375.00	375.00			

Vendor OFFTEA - OFFICE TEAM:



08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 21/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
51528707 86229	OFFICE TEAM HEATH W/E 8.10 24 HRS 101-101-956-001	08/13/2018 KTYLER	09/04/2018	628.80 628.80	628.80	Open	N 09/04/2018	
Total for vendor OFFTEA - OFFICE TEAM:				628.80	628.80			
Vendor PARSER - PARKWAY SERVICES:								
B.115034 86198	PARKWAY SERVICES GUN RANGE SEPTIC TANK DISPOSAL 101-301-744-000	08/08/2018 KTYLER	09/04/2018	520.00 520.00	520.00	Open	N 09/04/2018	
Total for vendor PARSER - PARKWAY SERVICES:				520.00	520.00			
Vendor MCBPAT - PATRICIA MCBRIDE:								
11873476 86377	PATRICIA MCBRIDE 8.24 GRAMMAR/PROOFREADING SEMINA 101-692-860-000	08/24/2018 KTYLER	09/04/2018	22.56 22.56	22.56	Open	N 09/04/2018	
Total for vendor MCBPAT - PATRICIA MCBRIDE:				22.56	22.56			
Vendor PIOLAN - PIONEER LANDSCAPING:								
1407 86225	PIONEER LANDSCAPING STREETSCAPE MAINT 247-000-979-001	08/01/2018 KTYLER	09/04/2018	1,050.00 1,050.00	1,050.00	Open	N 09/04/2018	
Total for vendor PIOLAN - PIONEER LANDSCAPING:				1,050.00	1,050.00			
Vendor PRONEM - PRIORITY ONE EMERGENCY:								
70043986 86282	PRIORITY ONE EMERGENCY BAKER UNIFORM BELT 101-325-741-000	07/20/2018 KTYLER	09/04/2018	35.99 35.99	35.99	Open	N 09/04/2018	18-998
Total for vendor PRONEM - PRIORITY ONE EMERGENCY:				85.98	85.98			
70044938 86283	PRIORITY ONE EMERGENCY LUNSFORD UNIFORM PANTS 101-336-741-000	08/20/2018 KTYLER	09/04/2018	49.99 49.99	49.99	Open	N 09/04/2018	
Total for vendor PRONEM - PRIORITY ONE EMERGENCY:				85.98	85.98			

Vendor QUILL - QUILL CORPORATION:

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 22/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
9031262 86195	QUILL CORPORATION SUPPLIES FOR ADMIN OFFICE 101-301-727-000 101-301-727-000	08/02/2018 KTYLER HP TONER (950/951 - 901-C2P01FN) QUILL STICKY NOTES (901-7384YW)	09/04/2018	664.56  636.58 27.98	664.56	Open	N 09/04/2018	18-1027
9179045 86199	QUILL CORPORATION OFFICE SUPPLIES 101-171-956-000 101-171-956-000	08/08/2018 KTYLER MESH CORNER ORGANIZER 901-711450Q PAPER TRIMMER 901-26351	09/04/2018	102.73  37.14 65.59	102.73	Open	N 09/04/2018	18-1028
9220427 86251	QUILL CORPORATION OFFICE SUPPLIES 592-536-727-000 592-536-727-000 101-265-740-000 101-370-740-000 101-370-740-000 101-370-740-000 101-370-740-000 592-536-727-000 592-536-727-000 592-536-727-000	08/09/2018 KTYLER PENDAFLEX EXPANDABLE DESK FILE 1-31- HP 90X LASER JET TONER -WTR BILL PRIN MOLESKIN CLASSIC NOTEBOOK- MATT B. MONO DIGITAL RECORDER WITH BUILT IN U UNI-BALL ROLERBALL PENS-TINA HEAVY DUTY REINFORCED EXPANDING FILES CANNON DESK CALCULATOR-TINA STAND UP STAPLER- KAREN/WTR OOPS WHITE OUT PEN STYLE-WTR ULTRA FINE BLACK SHARPIE- WTR	09/04/2018	767.96  27.66 492.99 70.80 61.79 14.75 31.97 40.99 7.31 13.60 6.10	767.96	Open	N 09/04/2018	18-1036
9283809 86252	QUILL CORPORATION OFFICE SUPPLIES 101-370-740-000	08/09/2018 KTYLER HAMILTON EARBUDS-LAURA	09/04/2018	4.99  4.99	4.99	Open	N 09/04/2018	18-1036
Total for vendor QUILL - QUILL CORPORATION:				1,540.24	1,540.24			
Vendor MCKROB - ROBERT MCKENNA:								
BZA 86253	ROBERT MCKENNA 1.16/2.13/3.13/4.10/6.12 BZA MTG 101-370-818-000	06/25/2018 KTYLER 1.16/2.13/3.13/4.10/6.12 BZA MTGS	09/04/2018	135.00  135.00	135.00	Open	N 09/04/2018	
Total for vendor MCKROB - ROBERT MCKENNA:				135.00	135.00			
Vendor RSVP - RSVP:								
TICKET 86207	RSVP MCBRIDE 9.14 VOLUNTEER LUNCHEON	08/13/2018 KTYLER	09/04/2018	20.00	20.00	Open	N 09/04/2018	

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 23/31

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized	PO Number
Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							
	101-692-742-000	MCBRIDE	9.14 VOLUNTEER LUNCHEON	20.00				
			Total for vendor RSVP - RSVP:	20.00	20.00			

Vendor BARRYA - RYAN BARRY:

REIMBURSE								
86326	RYAN BARRY	08/17/2018	09/04/2018	19.06	19.06	Open	N	
	K-9 DOG FOOD	KTYLER					09/04/2018	
	266-000-863-000		K-9 DOG FOOD	19.06				
			Total for vendor BARRYA - RYAN BARRY:	19.06	19.06			

Vendor EBERYA - RYAN EBERHART:

ASSISTANT								
86316	RYAN EBERHART	08/20/2018	09/04/2018	480.00	480.00	Open	N	
	ARCHIVAL ASSISTANT-AUG	KTYLER					09/04/2018	
	250-000-821-000		ARCHIVAL ASSISTANT	240.00				
	250-000-821-000		ARCHIVAL ASSISTANT	240.00				
			Total for vendor EBERYA - RYAN EBERHART:	480.00	480.00			

Vendor GRISCO - SCOTT GRIGGS:

TRAVEL								
86216	Scott Griggs	08/13/2018	09/04/2018	96.96	96.96	Open	N	
	8.1-3 ACT SHOOT MEALS	KTYLER					09/04/2018	
	101-301-861-000		8.1-3 ACT SHOOT MEALS	96.96				
			Total for vendor GRISCO - SCOTT GRIGGS:	96.96	96.96			

Vendor SERELE - SERVICE ELECTRIC SUPPLY CO:

761834								
86192	SERVICE ELECTRIC SUPPLY CO	07/31/2018	09/04/2018	180.34	180.34	Open	N	
	DRILL BIT/FLUORESCENT LIGHTS	KTYLER					09/04/2018	
	101-265-931-000		DRILL BIT/FLUORESCENT LIGHTS	180.34				
761321.01								
86333	SERVICE ELECTRIC SUPPLY CO	08/14/2018	09/04/2018	105.64	105.64	Open	N	18-1018
	POWER CORDS/STRIPS FOR ELECTION	KTYLER					09/04/2018	
	101-265-931-000		POWER STRIP PARTS	105.64				
			Total for vendor SERELE - SERVICE ELECTRIC SUPPLY CO:	285.98	285.98			

Vendor SIGSYS - SIGNAL SYSTEMS:

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 24/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
13086224 86340	SIGNAL SYSTEMS 5000 TIME CARDS 101-248-727-000 101-248-727-000	08/10/2018 KTYLER	09/04/2018	203.90 169.95 33.95	203.90	Open	N 09/04/2018	18-1017
Total for vendor SIGSYS - SIGNAL SYSTEMS:				203.90	203.90			

Vendor SKPASE - SKILLPATH SEMINARS:

TRAINING 86209	SKILLPATH SEMINARS 10.10 HOW TO BECOME A BETTER COM 101-692-861-000 101-692-861-000	08/14/2018 KTYLER	09/04/2018	298.00 149.00 149.00	298.00	Open	N 09/04/2018	
Total for vendor SKPASE - SKILLPATH SEMINARS:				298.00	298.00			

Vendor SHVUA - SOUTH HURON VALLEY UTILITY ATH:

3346 86220	SOUTH HURON VALLEY UTILITY ATH SEPT SEWAGE O&M 592-537-924-000	08/15/2018 KTYLER	09/04/2018	89,875.00 89,875.00	89,875.00	Open	N 09/04/2018	
3353 86221	SOUTH HURON VALLEY UTILITY ATH SRF BOND PYMT 592-000-300-007 592-537-995-000	08/15/2018 KTYLER	09/04/2018	469,937.85 449,926.40 20,011.45	469,937.85	Open	N 09/04/2018	
Total for vendor SHVUA - SOUTH HURON VALLEY UTILITY ATH:				559,812.85	559,812.85			

Vendor SPFISA - SPEARS FIRE SAFETY SERVICES:

160289 86214	SPEARS FIRE SAFETY SERVICES ANNUAL FIRE EXTINGUISHER(S) INSP 101-301-933-000	08/09/2018 KTYLER	09/04/2018	119.50 119.50	119.50	Open	N 09/04/2018	
Total for vendor SPFISA - SPEARS FIRE SAFETY SERVICES:				119.50	119.50			

Vendor MISTPO - STATE OF MICHIGAN:

551.520407 86271	STATE OF MICHIGAN SOR X 1 101-301-956-000	08/01/2018 KTYLER	09/04/2018	30.00 30.00	30.00	Open	N 09/04/2018	
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08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 25/31

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized	PO Number
Inv Ref#	Description	Entered By					Post Date	

Total for vendor MISTPO - STATE OF MICHIGAN:				30.00	30.00			
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Vendor PARSTE - STEVE PARTRIDGE:

WS								
86241	STEVE PARTRIDGE	07/03/2018	09/04/2018	25.00	25.00	Open	N	
	6.26 WS MTG	KTYLER					09/04/2018	
	592-536-818-000	6.26 WS MTG		25.00				
Total for vendor PARSTE - STEVE PARTRIDGE:				25.00	25.00			

Vendor SUACHA - SUMPTER ACE HARDWARE:

4637								
86177	SUMPTER ACE HARDWARE	07/31/2018	09/04/2018	1,702.30	1,702.30	Open	N	
	AUG STMT	KTYLER					09/04/2018	
	592-536-740-000	METER PARTS		2.69				
	247-000-956-000	DDA FIREPLACE INSERT		47.11				
	592-536-970-003	METER PARTS		57.53				
	101-101-956-001	REAL POWER MOWER RPR PARTS		3.00				
	101-265-740-000	IMPACT NUTSETTER/MASONARY DRILL BIT		26.97				
	592-536-970-003	METER RPR		150.00				
	592-536-970-003	METER RPR		72.00				
	101-718-740-000	RULE TAPE/CABLE TIES		26.61				
	101-101-956-001	REAL ORANGE DRINK/INSECT FOAM/LWN BAG		49.10				
	101-718-740-000	LIGHT BULBS/WEED WHIP HEAD		71.02				
	101-718-740-000	WW FLUID-STOCK		5.38				
	592-536-740-000	WEED KILLER		37.79				
	592-536-740-000	#528 TOOLS		16.14				
	592-536-933-000	V.125 TIEDOWNS		17.09				
	101-101-956-001	REAL SHEARS/YARD BAGS		52.05				
	101-718-740-000	PARK KEY/WEED KILLER		43.44				
	101-718-740-000	PARK PADLOCKS/KEYS		34.96				
	592-536-740-000	WEED KILLER		28.79				
	101-718-740-000	PARK CHAINS/MAG COMBO		24.45				
	101-101-956-001	REAL LWN BAGS/WATER		31.00				
	101-191-933-000	ELECTION TRLR		18.18				
	101-265-740-000	BLDG BLEACH		14.18				
	101-718-740-000	BATTERIES/KEYS W COVERS		23.10				
	592-536-970-003	METER PARTS		142.50				
	101-265-740-000	BLDG SCREWS		17.49				
	592-537-931-001	EQ BASIN GENERATOR		6.46				
	592-537-931-001	EQ BASIN GENERATOR		4.13				
	592-536-931-000	STORM SEWER RPR		14.47				
	101-265-740-000	BLDG SCREWS		4.05				

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 26/31

Inv Num Inv Ref#	Vendor Description	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
	GL Distribution							
	101-101-956-001	REAL SCREWS/AIR FILTER/SHEARS/GLOVES		60.31				
	101-101-956-001	REAL WATER X6		27.54				
	592-536-740-000	EQUIPMENT MISC SUPPLIES		54.88				
	101-265-740-000	O/S RM POWER STRIP PARTS		108.96				
	101-718-740-000	GARDEN HOSE/NOZZLE		55.98				
	592-536-740-000	2 GAS CANS		61.18				
	592-536-740-000	PRESSURE GAUGE PARTS		265.18				
	101-718-740-000	BUNGEE CORD/ELEC TAPE/BOLTS		26.59				
	Total for vendor SUACHA - SUMPTER ACE HARDWARE:			1,702.30	1,702.30			

Vendor TEAELE - TEAM ELECTRIC:

REFUND								
86388	TEAM ELECTRIC	08/23/2018	09/04/2018	555.00	555.00	Open	N	
	REFUND PLBG PERMIT#PE18.0205	KTYLER					09/04/2018	
	101-000-480-000	REFUND PLBG PERMIT#PE18.0205		555.00				
	Total for vendor TEAELE - TEAM ELECTRIC:			555.00	555.00			

Vendor TELSIS - TEL SYSTEMS:

271919								
86236	TEL SYSTEMS	08/03/2018	09/04/2018	140.00	140.00	Open	N	
	S/C FOR BRD RM AUDIO	KTYLER					09/04/2018	
	101-715-933-000	S/C FOR BRD RM AUDIO		140.00				
	Total for vendor TELSIS - TEL SYSTEMS:			140.00	140.00			

Vendor BANEYO2 - THE BANK OF NEW YORK MELLON, NA:

2400.MFA								
86222	THE BANK OF NEW YORK MELLON, NA	08/06/2018	09/04/2018	1,005,766.50	1,005,766.50	Open	N	
	CAP IMPROVE BOND PYMTS	KTYLER					09/04/2018	
	592-000-300-033	2006 SEWER CAP IMPROVE BOND PRIN		585,000.00				
	592-537-995-000	2006 SEWER CAP IMPROVE BOND INT		51,141.50				
	592-000-300-042	2009 WATER CAP IMPROVE BOND PRIN		315,000.00				
	592-536-995-000	2009 WATER CAP IMPROVE BOND INT		54,625.00				
	Total for vendor BANEYO2 - THE BANK OF NEW YORK MELLON, NA:			1,005,766.50	1,005,766.50			

Vendor LUBSTO - THE LUBE STOP:

106134								
86193	THE LUBE STOP	08/06/2018	09/04/2018	39.20	39.20	Open	N	
	#636 OIL CHNG	KTYLER					09/04/2018	
	101-265-860-000	#636 OIL CHNG		39.20				
	Total for vendor LUBSTO - THE LUBE STOP:			39.20	39.20			

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 27/31

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized	PO Number
Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							

Vendor SWCUEM - THE SWEATSHOP CUSTOM EMBROIDERY:

226								
86371	THE SWEATSHOP CUSTOM EMBROIDERY	08/19/2018	09/04/2018	70.00	70.00	Open	N	
	LADACH T-SHIRT	KTYLER					09/04/2018	
	101-336-741-000	LADACH T-SHIRT		70.00				
	Total for vendor SWCUEM - THE SWEATSHOP CUSTOM EMBROIDERY:			70.00	70.00			

Vendor TOWLOC - TOWN LOCKSMITH INC:

53763								
86234	TOWN LOCKSMITH INC	08/15/2018	09/04/2018	191.40	191.40	Open	N	
	LOCK RPR N HURON VALLEY STATION	KTYLER					09/04/2018	
	592-536-931-000	LOCK RPR N HURON VALLEY STATION		191.40				
	Total for vendor TOWLOC - TOWN LOCKSMITH INC:			191.40	191.40			

Vendor USBANK - U S BANK:

5062894								
86202	U S BANK	07/25/2018	09/04/2018	500.00	500.00	Open	N	
	DDA BOND HANDLING FEES	KTYLER					09/04/2018	
	247-000-996-000	DDA BOND HANDLING FEES		500.00				
2393NS								
86226	U S BANK	08/09/2018	09/04/2018	271,712.50	271,712.50	Open	N	
	DDA TAX INC REV BOND 2012 PYMTS	KTYLER					09/04/2018	
	247-000-994-004	DDA TAX INC REV BOND 2012 PRIN		205,000.00				
	247-000-995-004	DDA TAX INC REV BOND 2012 INT		66,712.50				
14971NS								
86227	U S BANK	08/09/2018	09/04/2018	146,906.25	146,906.25	Open	N	
	DDA TAX INC REV BOND 2014 PYMTS	KTYLER					09/04/2018	
	247-000-994-005	DDA TAX INC REV BOND 2014 PRIN		110,000.00				
	247-000-995-005	DDA TAX INC REV BOND 2014 INT		36,906.25				
1195796								
86378	U S BANK	08/20/2018	09/04/2018	260,540.63	260,540.63	Open	N	
	LDFA TAX INCREMENT REV BOND INT	KTYLER					09/04/2018	
	251-000-995-000	LDFA TAX INCREMENT REV BOND INT		260,540.63				
	Total for vendor USBANK - U S BANK:			679,659.38	679,659.38			

Vendor UISSCA - UIS SCADA:

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 28/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date	PO Number
530354413 86206	UIS SCADA REPAIRS HANNAN/HRD PRV 592-537-970-000	08/10/2018 KTYLER	09/04/2018	965.50 965.50	965.50	Open	N 09/04/2018	
530354316 86335	UIS SCADA (6) WATER SYSTEM MONITORS 592-536-970-001	08/03/2018 KTYLER	09/04/2018	17,320.00 17,320.00	17,320.00	Open	N 09/04/2018	18-833
Total for vendor UISSCA - UIS SCADA:				18,285.50	18,285.50			

Vendor UNIFIR - UNIFIRST CORP:

97496 86311	UNIFIRST CORP AUG STMT 101-265-740-000 101-265-740-000 592-536-741-000	08/06/2018 KTYLER	09/04/2018	123.66 14.67 51.58 57.41	123.66	Open	N 09/04/2018	
99289 86312	UNIFIRST CORP AUG STMT 101-265-740-000 101-265-740-000 592-536-741-000	08/13/2018 KTYLER	09/04/2018	123.66 14.67 51.58 57.41	123.66	Open	N 09/04/2018	
101129 86313	UNIFIRST CORP AUG STMT 101-265-740-000 101-265-740-000 592-536-741-000	08/20/2018 KTYLER	09/04/2018	412.08 302.49 46.43 63.16	412.08	Open	N 09/04/2018	
102906 86314	UNIFIRST CORP AUG STMT 101-265-740-000 101-265-740-000 592-536-741-000	08/27/2018 KTYLER	09/04/2018	117.41 14.67 45.33 57.41	117.41	Open	N 09/04/2018	
Total for vendor UNIFIR - UNIFIRST CORP:				776.81	776.81			

Vendor USTREA - UNITED STATES TREASURY:



08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 29/31

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized PO Number Post Date
PICORI FEES							
86374	UNITED STATES TREASURY	08/23/2018	09/04/2018	250.86	250.86	Open	N
	3RD Q (PICORI) SELF-INSURED HLTH KTYLER						09/04/2018
	101-171-956-000 3RD Q (PICORI) SELF-INSURED HLTH FEES			250.86			
	Total for vendor USTREA - UNITED STATES TREASURY:			250.86	250.86		
Vendor VANASS - VANASSCHE CONSTRUCTION INC:							
4365							
86218	VANASSCHE CONSTRUCTION INC	08/07/2018	09/04/2018	300.00	300.00	Open	N
	DEBRIS CLEANUP @ 42071 FREEPORT KTYLER						09/04/2018
	101-329-819-000 DEBRIS CLEANUP @ 42071 FREEPORT			300.00			
	Total for vendor VANASS - VANASSCHE CONSTRUCTION INC:			300.00	300.00		
Vendor WADTRI - WADE TRIM :							
2011685							
86396	WADE TRIM	05/23/2018	09/04/2018	732.50	732.50	Open	N
	APRIL GEN SVCS PLNG DEPT KTYLER						09/04/2018
	101-370-820-000 APRIL GEN SVCS PLNG DEPT			732.50			
2012164							
86397	WADE TRIM	07/26/2018	09/04/2018	410.00	410.00	Open	N
	5.27-7.1 GEN SVCS PLNG DEPT KTYLER						09/04/2018
	101-370-820-000 5.27-7.1 GEN SVCS PLNG DEPT			410.00			
2012248							
86398	WADE TRIM	08/14/2018	09/04/2018	7,108.00	7,108.00	Open	N
	JULY MCBRIDE AVE PAVING CONST EN KTYLER						09/04/2018
	260-000-970-004 JULY MCBRIDE AVE PAVING CONST ENG			7,108.00			
2012249							
86399	WADE TRIM	08/14/2018	09/04/2018	10,106.25	10,106.25	Open	N
	JULY MCBRIDE AVE PAVING CONST IN KTYLER						09/04/2018
	260-000-970-004 JULY MCBRIDE AVE PAVING CONST INSP			10,106.25			
	Total for vendor WADTRI - WADE TRIM :			18,356.75	18,356.75		
Vendor ROCWAL - WALTER ROCHOWIAK:							
WS							
86242	WALTER ROCHOWIAK	07/03/2018	09/04/2018	30.00	30.00	Open	N
	6.26 WS MTG KTYLER						09/04/2018
	592-536-818-000 6.26 WS MTG			30.00			
	Total for vendor ROCWAL - WALTER ROCHOWIAK:			30.00	30.00		

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 30/31

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized	PO Number
Inv Ref#	Description	Entered By					Post Date	
	GL Distribution							
Vendor WCDPS - WAYNE COUNTY DEPARTMENT OF PUBLIC S:								
296003								
86211	WAYNE COUNTY DEPARTMENT OF PUBLIC	08/01/2018	09/04/2018	67,639.85	67,639.85	Open	N	
	JULY RG SEWAGE CHARGES	KTYLER					09/04/2018	
	592-537-924-000	JULY RG SEWAGE CHARGES		67,639.85				
Total for vendor WCDPS - WAYNE COUNTY DEPARTMENT OF PUBLIC S:				67,639.85	67,639.85			
Vendor WCDEEN - WAYNE COUNTY DEPT. ENVIRONMENT:								
295879								
86210*	WAYNE COUNTY DEPT. ENVIRONMENT	08/01/2018	09/04/2018	9,104.00	9,104.00	Open	N	
	AUG DR EXCESS FLOW/JULY ADJ	KTYLER					09/04/2018	
	592-537-925-000	AUG DR EXCESS FLOW		9,547.00				
	592-537-925-000	JULY ADJ DR EXCESS FLOW		(443.00)				
Total for vendor WCDEEN - WAYNE COUNTY DEPT. ENVIRONMENT:				9,104.00	9,104.00			
Vendor WIELAW - WIESE'S LAWN CARE:								
11980								
86365	WIESE'S LAWN CARE	08/17/2018	09/04/2018	43.00	43.00	Open	N	
	MOW ORDINANCE VIOLATED PROPERTIE	KTYLER					09/04/2018	
	101-329-819-000	MOW ORDINANCE VIOLATED PROPERTIES		43.00				
11982								
86366	WIESE'S LAWN CARE	08/17/2018	09/04/2018	124.50	124.50	Open	N	
	MOW ORDINANCE VIOLATED PROPERTIE	KTYLER					09/04/2018	
	101-329-819-000	MOW ORDINANCE VIOLATED PROPERTIES		124.50				
11981								
86367	WIESE'S LAWN CARE	08/17/2018	09/04/2018	249.00	249.00	Open	N	
	MOW ORDINANCE VIOLATED PROPERTIE	KTYLER					09/04/2018	
	101-329-819-000	MOW ORDINANCE VIOLATED PROPERTIES		249.00				
11979								
86368	WIESE'S LAWN CARE	08/17/2018	09/04/2018	290.50	290.50	Open	N	
	MOW ORDINANCE VIOLATED PROPERTIE	KTYLER					09/04/2018	
	101-329-819-000	MOW ORDINANCE VIOLATED PROPERTIES		290.50				
Total for vendor WIELAW - WIESE'S LAWN CARE:				707.00	707.00			
# of Invoices: 181 # Due: 180				Totals:	2,923,331.02	2,923,331.02		
# of Credit Memos: 0 # Due: 0				Totals:	0.00	0.00		
Net of Invoices and Credit Memos:					2,923,331.02	2,923,331.02		
* 2 Net Invoices have Credits Totalling:					(502.52)			

08/29/2018 03:04 PM  
User: KTYLER  
DB: Van Buren Twp

INVOICE REGISTER REPORT FOR VAN BUREN TOWNSHIP  
POST DATES 09/04/2018 - 09/04/2018  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID  
09.04.18 VOUCHER

Page: 31/31

Inv Num	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized	PO Number
Inv Ref#	Description	Entered By					Post Date	
GL Distribution								
--- TOTALS BY FUND ---								
	101 - General Fund			152,050.24	152,050.24			
	247 - DDA Fund			460,381.36	460,381.36			
	250 - Museum Fund			960.00	960.00			
	251 - LDFA Fund			278,401.53	278,401.53			
	260 - Landfill Fund			17,214.25	17,214.25			
	266 - State Forfeiture Fund			290.41	290.41			
	279 - CDBG Fund			2,704.47	2,704.47			
	592 - Water/Sewer Fund			2,011,328.76	2,011,328.76			
--- TOTALS BY DEPT/ACTIVITY ---								
	000 -			2,134,147.35	2,134,147.35			
	101 - Township Board			1,665.20	1,665.20			
	171 - Supervisor Department			686.43	686.43			
	191 - Election Department			2,978.18	2,978.18			
	210 - Attorney Fees			5,583.29	5,583.29			
	215 - Clerk Department			120.00	120.00			
	228 - IT Department			2,350.00	2,350.00			
	247 - Assessing Department			3,629.47	3,629.47			
	248 - General Office			263.90	263.90			
	253 - Treasurer Department			710.00	710.00			
	265 - Building & Grounds			49,034.29	49,034.29			
	276 - Cemetery			1,690.00	1,690.00			
	301 - Police Department			15,846.18	15,846.18			
	325 - Dispatch			66.23	66.23			
	329 - Ordinance Enforcement			1,807.00	1,807.00			
	336 - Fire Department			2,229.45	2,229.45			
	370 - Building/Planning Dept.			17,929.92	17,929.92			
	536 - Water Department			382,471.03	382,471.03			
	537 - Sewer Department			261,346.83	261,346.83			
	691 - Recreation Dept			1,106.20	1,106.20			
	692 - Seniors Dept			1,328.13	1,328.13			
	715 - Cable Dept			140.00	140.00			
	718 - Park & Lake Dept			539.14	539.14			
	900 - Insurance			35,662.80	35,662.80			

# Charter Township of Van Buren

Agenda Item: \_\_\_\_\_

## REQUEST FOR BOARD ACTION

**WORK STUDY**

**DATE: 9-4-18**

**BOARD MEETING**

**DATE: 9-4-18**

Consent Agenda   x  

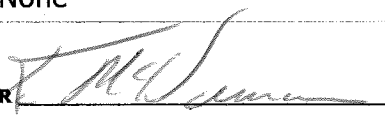
New Business   X  

Unfinished Business \_\_\_\_\_

Public Hearing \_\_\_\_\_

<b>ITEM (SUBJECT)</b>	Submit application for MTA Township of Excellence
<b>DEPARTMENT</b>	Treasurer
<b>PRESENTER</b>	Treasurer Sharry Budd
<b>PHONE NUMBER</b>	
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	

### Agenda topic

<b>ACTION REQUESTED</b>	
Approve Resolution 2018-19, the application to MTA for Van Buren Township of Excellence Designation.	
<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	
<b>BUDGET IMPLICATION</b>	none
<b>IMPLEMENTATION NEXT STEP</b>	
<b>DEPARTMENT RECOMMENDATION</b>	Approval
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	
<b>ATTORNEY RECOMMENDATION</b>	
(May be subject to Attorney/Client Privilege and not available under FOIA)	
<b>ADDITIONAL REMARKS</b>	None
<b>APPROVAL OF SUPERVISOR</b>	

**PART 2: MTA TOWNSHIP OF EXCELLENCE RESOLUTION TO APPLY**

Resolution 2018 - 19

**Resolution to Submit Application**

**for Michigan Townships Association**

***Township of Excellence Designation/Certificate of Achievement***

WHEREAS, the Van Buren Township board strives to adhere to best practices to deliver quality programs and services, and to accomplish community-driven goals; and

WHEREAS, the Michigan Townships Association *Township of Excellence* designation program recognizes townships where excellence is practiced in a broad array of township functions and operations; and

WHEREAS, as part of the application process, Van Buren Township submits the accompanying township documents and policies for the designation committee to review; and

WHEREAS, the township board attests that, to the best of its knowledge, all statements made in connection with the application are truthful; and

WHEREAS, the township board attests that, to the best of its knowledge, the township is in compliance with all applicable laws and regulations;

NOW, THEREFORE, BE IT RESOLVED that the Van Buren Township board submits this application for the Michigan Townships Association *Township of Excellence* (insert "Designation" or "Certificate of Achievement") \_\_\_\_\_.

Motion made by: \_\_\_\_\_.

Seconded by: \_\_\_\_\_.

[The resolution must be adopted by a majority of the township board (three members of a 5-member board or four members of a 7-member board).]

Upon roll call vote, the following members voted:

Yes: \_\_\_\_\_

No: \_\_\_\_\_

The Supervisor declared the resolution adopted.

\_\_\_\_\_  
Signature of Clerk

\_\_\_\_\_  
Date



## CONSTITUENT SERVICES

The township provides information to the public on poverty exemptions, including the township's poverty income guidelines and asset test.

- ☐ The township provides information to the public on the tax exemption for veterans' specially adapted housing.

## ASSESSMENT PROCESS AND PROCEDURES

- ☐ Assessing personnel conduct site visits and update assessment information for all properties at least once every five years.
- ☐ The assessor has a quality assurance program in place to identify all new buildings and additions.
- ☐ Regardless of whether a Michigan Department of Treasury Audit of Minimum Assessing Requirements (AMAR) or 14-Point Review has been conducted, the assessor is in compliance and has notified the township board of compliance with the AMAR requirements as of the date the **Township of Excellence** application is submitted.
- ☐ The township board periodically reviews assessing operations, and the assessor annually reports to the township board on assessing issues.

x

Signature of township supervisor attesting to compliance with all criteria in the ASSESSMENT ADMINISTRATION section.

## TAX COLLECTION

### ACCESSIBILITY

- ☒ The contact information and hours the treasurer or deputy treasurer are available for tax collection purposes are either posted at the township hall or on the township website, OR published in the township newsletter or newspaper of general circulation.
- ☒ The township uses a system to accept tax payments after hours, such as a drop-off box, OR has arranged for payments to be made at a local bank or other financial institution.
- ☒ The township provides the public with access to property tax information from a public computer or kiosk within the township hall OR via the Internet (either through the township's Website or other Internet service).

✓ Provide the website address:

\* www.vanburen-mi.org/officials/treasurer

## ACCREDITATION AND TRAINING

- The township treasurer has attended **AT LEAST TWO** of the following every year (*check all that apply*):

- ☐ MTA Annual Educational Conference & Expo
- ☒ MTA Treasurers Professional Development Retreat
- ☒ MTA Workshops or webcasts (*related to treasurers' duties*)
- ☒ Michigan Municipal Treasurers Association (MMTA) Conference
- ☐ MMTA seminar

## CONSTITUENT SERVICES

- ☒ The township provides contact information on agencies that provide human services assistance to residents.
- ✓ Attach the human services agency contact information; label \* Exhibit TC-1. (*Link to Wayne County Financial Help Page*)
- \* ☒ The township offers information on the availability of summer tax deferments.
- \* ☒ The township offers information on the Homestead Property Tax Credit income tax.

## TAX PROCESS AND PROCEDURES

- ☒ The township collects the State Education Tax (SET) and the county operating millage and, if applicable, also collects school summer property taxes.
- ✓ If the township collects school summer property taxes, attach one agreement to collect; label Exhibit TC-2.

x

Signature of township treasurer attesting to compliance with all criteria in the TAX COLLECTION section.

## ELECTION ADMINISTRATION

### ACCESSIBILITY

- ALL of the following informational items, or links to the information on other websites, are posted on the township's website:
  - ☐ Voter guide
  - ☐ Election results
  - ☐ Precinct map
  - ☐ Instructions for registering to vote
  - ☐ Downloadable absentee voter application
  - ☐ Office hours and contact information

✓ Provide the website address:

www. \_\_\_\_\_

## PART 1: TOWNSHIP OF EXCELLENCE APPLICATION

Please type or print clearly.

✓ Before mailing your completed application, use the DOCUMENTATION CHECKLIST (insert) to make sure you have attached and clearly labeled all necessary supporting documents.

Township Charter Township of Van Buren  
County Wayne  
Submitter Sharry A. Budd  
Phone ( 734 ) 699 - 8902 Ext. \_\_\_\_\_  
Township Supervisor Kevin McNamara  
Phone ( 734 ) 699 - 8910 Ext. \_\_\_\_\_  
Township Address 46425 Tyler Rd.  
City Belleville, MI Zip Code 48111  
Email sbudd@vanburen-mi.org

Application For:

☐ **Township of Excellence**  
Full Designation

☒ **Certificate of Achievement**

A township may apply for the full designation or for a certificate of achievement for one or more individual sections. If a township submits an application for a full designation, but does not meet the criteria for all of them, the township has the option to receive the certificate of achievement for the section(s) it has completed. A township may work toward a full designation within a township term by applying for one or more sections at a time.

Townships must reapply for each term in which they wish to receive an award. If documentation from a previous application is still current, that documentation does not need to be resubmitted.

List Sections:

Tax Collection  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

✓ Mail the complete application (PART 1) and your township's Resolution to Submit Application (PART 2) to:

MTA Township of Excellence, P.O. Box 80078, Lansing, MI 48908-0078.



*Thank you* for submitting your application to become a **Township of Excellence**. MTA will notify you within 60 days of receiving the complete application if your township qualifies to receive the designation or a *Certificate of Achievement*.

**The Michigan Townships**

**Association advances local**

**democracy by fostering**

**township leadership and public**

**policy essential for a strong and**

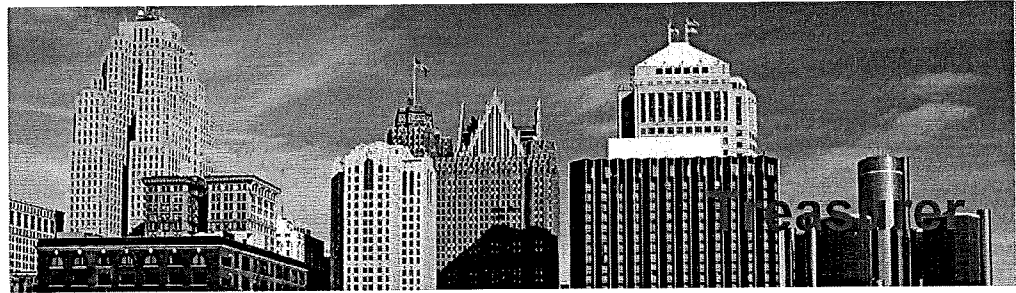
**vibrant Michigan.**



P.O. Box 80078  
Lansing, MI 48908-0078  
Phone (517) 321-6467  
Fax (517) 321-8908  
[www.michigantownships.org](http://www.michigantownships.org)

© 2014

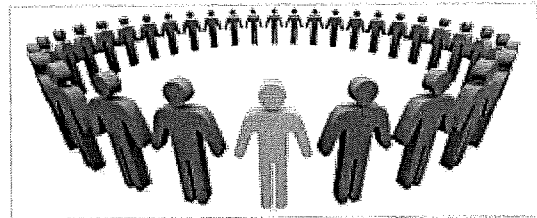
Exhibit TC-1

[Home](#) > [Treasurer](#) > [Taxpayer Assistance](#) → [Help Paying Property Taxes](#)

## Help Paying Property Taxes

Share:

If you are unable to pay your Wayne County taxes to **prevent the loss of your home for tax foreclosure** you may be able to get financial assistance and free legal help.



### For Financial Help\*

#### Wayne County Department of Human Services - DHS

(Formerly Family Independence Agency) can be contacted at (313) 456-1000. This is a general number from which you can obtain the phone number and address of your local DHS office. You can also simply go to your local office and apply for State Emergency Relief (SER). Offices are located throughout Wayne County.

#### Step Forward Michigan

(866) 946-4732. [www.stepforwardmichigan.org](http://www.stepforwardmichigan.org)

State program that provides interest free forgivable loans to pay past due taxes or mortgage payments.

#### Michigan Veterans Trust Fund, Wayne County Office

(313) 224-5045. If you are a veteran with at least 6 months of wartime duty, you may qualify for financial assistance.

#### Wayne County Veteran Affairs (Soldiers and Sailors Relief Fund)



(313) 224-5045. If you are a veteran with any wartime service and an honorable discharge, you may qualify.

### **Arab Community Center for Economic and Social Services (ACCESS)**

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(313) 842-7010. Help is available to those who qualify and is not limited to those of Arabic ethnicity.

### **For Wayne County communities outside of Detroit**

---

Contact your local city hall for information concerning local funds available to assist you.

### **Many banks and mortgage companies offer a variety of mortgages and loans**

---

It is ALWAYS advisable to obtain counseling when seeking a mortgage to pay your taxes to prevent foreclosure. There are reputable non-profit organizations in some communities that provide home buyer and mortgage counseling. (If you live in Detroit, call the City of Detroit Planning Commission at (313) 224-7887 to find such a group.)

\* All financial help is contingent upon qualifications and available funding. If you believe you were wrongfully denied State Emergency Relief, you may obtain free legal help from one of the agencies below:

### **For Free Counseling and Legal Assistance:**

- United Community Housing Coalition - (313) 963-3310 (Detroit only)
- Michigan Legal Services - (313) 964-4130 (Wayne County)
- Legal Aid and Defender - (313) 964-4700 (Wayne County)
- GreenPath Financial Wellness - (877) 290-5276 (Wayne County)

## VAN BUREN PUBLIC SCHOOLS

2018 SUMMER TAX COLLECTION AGREEMENT

WITH

CHARTER TOWNSHIP OF VAN BUREN

THIS AGREEMENT, entered into this 13<sup>th</sup> day of August, 2018, by and between the CHARTER TOWNSHIP OF VAN BUREN, with offices at 46425 Tyler Road, Belleville, Michigan, hereinafter called the Township and VAN BUREN PUBLIC SCHOOLS with offices at 555 W. Columbia, Belleville, Michigan, hereinafter called the SCHOOL DISTRICT.


WHEREAS, the Township has the facilities to provide services in connection with the collection of property taxes; and


WHEREAS, the Township is willing to collect the 2018 Summer Taxes for said School District;

NOW THEREFORE, in consideration of the premises and covenants hereinafter set forth,  
it is mutually agreed as follows:


1. The Township shall collect ad valorem real and personal property taxes for the School District for tax collections beginning with July 1, 2018. After September 14, 2018, the Township shall add an interest charge to each unpaid bill established by state statute.
2. The School District agrees to furnish to the Treasurer of the Township a certified copy of the amount of millage requested to be levied no later than June 15, 2018, in order that statements may be prepared in a timely fashion and mailed out by July 1, 2018.
3. As established by state statute, the Township shall prepare the delinquent roll March 1, 2018, and deliver the delinquent roll to the Wayne County Treasurer's office by April 1, 2018.
4. This agreement will renew unless terminated or replaced in writing by either party with 120-day notice prior to June 30<sup>th</sup>.

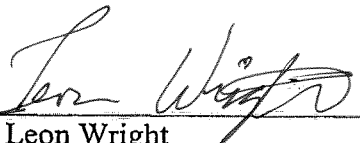
VAN BUREN PUBLIC SCHOOLS

By   
Keith Johnston, President  
Board of Education

By   
Peter Kudlak  
Superintendent

CHARTER TOWNSHIP OF VAN BUREN

By   
Sharry A. Budd  
Treasurer

By   
Leon Wright  
Clerk

# Charter Township of Van Buren

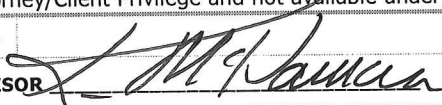
## REQUEST FOR BOARD ACTION

Agenda Item: \_\_\_\_\_

**MEETING DATE: SEPTEMBER 4, 2018**

<input checked="" type="checkbox"/> Consent Agenda	<input type="checkbox"/> New Business	<input type="checkbox"/> Unfinished Business	<input type="checkbox"/> Public Hearing
ITEM (SUBJECT)	2019 Holiday Schedule		
DEPARTMENT	Clerk's Office		
PRESENTER	Clerk Wright		
PHONE NUMBER	734-699-8909		
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)			

### Agenda topic

ACTION REQUESTED	
To consider approval of the 2019 Holiday Schedule as presented.	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
Per the Salaried Employees Benefits Manual, AFSCME Local 236 and POLC contracts the attached is the proposed 2019 Holiday Schedule.	
BUDGET IMPLICATION	None
IMPLEMENTATION NEXT STEP	Distribute and post
DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	
ATTORNEY RECOMMENDATION	
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	
APPROVAL OF SUPERVISOR	

**CHARTER TOWNSHIP OF VAN BUREN  
46425 TYLER ROAD-VAN BUREN TOWNSHIP, MI 48111  
2019 HOLIDAY SCHEDULE FOR TOWNSHIP HALL CLOSING**

\_\_\_\_\_ moved, \_\_\_\_\_ seconded to approve the 2019 Holiday Schedule for the closing of Township Hall as presented since these days are recognized in the Salaried Employees Benefits Manual, AFSCME Local 236, and POLC contracts.

<u>Date</u>	<u>Holiday</u>
Tuesday, January 1, 2019	New Year's Day
Monday, January 21, 2019	Martin Luther King, Jr. Day
Monday, February 18, 2019	President's Day
Friday, April 19, 2019	Good Friday
Monday, May 27, 2019	Memorial Day
Thursday, July 4, 2019	Independence Day
Monday, September 2, 2019	Labor Day
Monday, November 11, 2019	Veteran's Day
Thursday, November 28, 2019	Thanksgiving Day
Friday, November 29, 2019	Day after Thanksgiving Day
<b>Tuesday, December 24, 2019</b>	Christmas Eve
Wednesday, December 25, 2019	Christmas Day
Thursday, December 26, 2019	Christmas Holiday
Friday, December 27, 2019	Christmas Holiday
Monday December 30, 2019	Christmas Holiday
Tuesday, December 31, 2019	New Year's Eve

YEAS:

NAYS:

ABSENT:

I hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Charter Township of Van Buren Board of Trustees at a meeting held on \_\_\_\_\_.

Leon Wright  
Township Clerk

# Charter Township of Van Buren

## REQUEST FOR BOARD ACTION

Agenda Item: \_\_\_\_\_

**WORK STUDY MEETING DATE: 08/20/18**

**1<sup>ST</sup> READING: 08/21/18**

**2<sup>ND</sup> READING: 09/04/18**

Consent Agenda \_\_\_\_\_

New Business **X**

Unfinished Business \_\_\_\_\_

Public Hearing \_\_\_\_\_

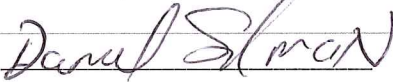
ITEM (SUBJECT)	To consider approval of the 1 <sup>st</sup> & 2 <sup>nd</sup> reading of Ordinance #08-21-18 to rezone parcel V125-83-047-99-0007-701; otherwise known as 9275 Haggerty Road from C-1, General Business to OT, Office Technology.
DEPARTMENT	Planning & Economic Development
PRESENTER	Ron Akers, AICP, Director of Planning & Economic Development
PHONE NUMBER	734-699-8913
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	N/A

### Agenda topic

ACTION REQUESTED	
To consider approval of the 1 <sup>st</sup> & 2 <sup>nd</sup> reading of Ordinance #08-21-18 to rezone parcel V125-83-047-99-0007-701; otherwise known as 9275 Haggerty Road from C-1, General Business to OT, Office Technology.	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
Please see attached reports.	

BUDGET IMPLICATION	None
IMPLEMENTATION NEXT STEP	2 <sup>nd</sup> reading of the Zoning Ordinance amendment.

DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	Approval

ATTORNEY RECOMMENDATION	N/A
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	
APPROVAL OF SUPERVISOR	



**CHARTER TOWNSHIP OF VAN BUREN  
WAYNE COUNTY, MICHIGAN  
ORDINANCE 08-21-18**

AN ORDINANCE TO AMEND THE CHARTER TOWNSHIP OF VAN BUREN ZONING ORDINANCE 05-2-17(2) AS AMENDED, BY AMENDING THE ZONING MAP IN CONNECTION THEREWITH.

**The Charter Township of Van Buren Ordains:**

**SECTION 1. ORDINANCE AMENDMENT.**

The Zoning Map in connection with the Charter Township of Van Buren Zoning Ordinance shall be amended as follows:

**Ordinance No. 08-21-18**

An ordinance to amend the Charter Township of Van Buren Zoning Ordinance 05-02-17(2), as amended, to amend the zoning map by rezoning parcel V125-83-047-99-0007-701; otherwise known as 9275 Haggerty Road from C-1, General Business to OT, Office Technology.

This property is located at the northeast corner of Tyler Road and Haggerty Road.

**SECTION 2. SEVERABILITY**

In the event any article, section, paragraph, sentence, clause, or word of this ordinance is deemed invalid or unconstitutional by any court of competent jurisdiction, such portion deemed severable and shall not affect the validity of the remaining portions of this ordinance.

**SECTION 3. REPEALER.**

Any and all ordinances or parts of ordinances in conflict herewith are repealed only to the extent necessary to give this ordinance full force and effect.

**SECTION 4. EFFECTIVE DATE.**

The provisions of this Ordinance are hereby ordered to take effect seven (7) days after publication of the notice of adoption in a newspaper of general circulation within the Township. This Ordinance shall be immediately recorded by the Township Clerk in the Township Ordinance Book as soon as it is adopted, which record shall be authenticated by the signatures of the Supervisor and Clerk and shall be published in a newspaper of general circulation in the Township within fifteen (15) days of passage. A copy of this Ordinance may be purchased or inspected at the Clerk's Office, 46425 Tyler Road, Van Buren Township, MI 48111 during normal business hours.

This Ordinance is hereby declared to have been adopted by the Board of Trustees of the Charter Township of Van Buren, County of Wayne, State of Michigan, at a Regular Meeting, called and held on the 4th day of September, 2018.

YEAS:

NAYS:

ABSENT:

ABSTAINED:

I hereby approve the foregoing Ordinance,

---

Leon Wright, Clerk

---

Kevin McNamara, Supervisor

Adopted: September 4, 2018 (Proposed)  
Published: September 13, 2018 (Proposed)  
Effective: September 21, 2018 (Proposed)



# PLANNING & ZONING APPLICATION

Case number 18-019

Date Submitted 7-13-18.

APPLICANT INFORMATION		
Applicant	US Signal Properties, LLC	Phone 616-988-7496
Address	201 Ionia, SW	Fax 616-988-0418
City, State	Grand Rapids, MI	Zip 49503
E-mail	DWisz@ussignal.com	Cell Phone Number 616-366-8053
Property Owner	Haggerty Tyler Venture, LLC	Phone
	(if different than applicant)	
Address	258 Deerfield Court	Fax
City, State	Royal Palm Beach, FL	Zip 33411
Billing Contact	Dave Wisz	Phone 616-988-7496
Address	201 Ionia SW	Fax 616-988-0418
City, State	Grand Rapids	Zip 49503

SITE/PROJECT INFORMATION		
Name of Project	US Signal Data Center	
Parcel Id No.	V125-83- 047-98-0007-701	Project Address 9275 Haggerty Road
Attach Legal Description of Property		
Property Location On the	east	Side of Haggerty Road; Between corner Haggerty Road and Tyler Road.
Size of Lot Width	507'	Depth 617'
Acres of Site	7.910	Total Acres of Site to Review 7.190
Current Zoning of Site	C-1	
Project Description:	See attached	

Is a re-zoning of this parcel being requested?	yes	YES (if yes complete next line) NO
Current Zoning of Site	C-1	Requested Zoning OT

SPECIAL PERMIT INFORMATION	
Does the Proposed Use Require Special Approval?	No
Section of Zoning Ordinance for which you are applying	
Is there an official Woodland within parcel?	To be determined
List total number of regulated trees outside the Woodland area?	
Detailed description for cutting trees	

If applicable application **MUST** be accompanied with a Tree Survey or statement of no trees, which incorporates all the requirements listed in Section 4.45 of Zoning Ordinance 6-2-92, as amended.

**OWNER'S AFFIDAVIT**

GARRY I. BORIN, MANAGER HAGGERTY TYLER VENTURE, LLC

Principal Property Owners Name

*[Signature]*

Signature of Property Owner

BOORUA

Date JUL 3, 2018

STATE OF MICHIGAN  
COUNTY OF WAYNE PALM BEACH

The undersigned, being duly sworn, deposes and says that the foregoing statements and answers herein contained and accompanied information and data are in all respects true and correct.

Subscribed and sworn before me this 3RD day of JULY, 2018 at BOORUA  
Notary Public, BOORUA County, Michigan My Commission expires

*[Signature]*  
ANGELA BAKER



The land referred to in this Commitment, situated in the County of Wayne, Township of Van Buren, State of Michigan, is described as follows:

Part of the West 1/2 of the Southwest 1/4 of Section 12, Town 3 South, Range 8 East, Van Buren Township, Wayne County, Michigan described as: Commencing at the Southwest corner of said Section 12; thence along the South line of said Section 12, South 88 degrees 09 minutes 27 seconds East 60.16 feet; thence North 02 degrees 23 minutes 55 seconds West 50.14 feet to the point of beginning; thence North 02 degrees 23 minutes 55 seconds West 559.87 feet to the centerline of Tyler Road; thence along said centerline North 89 degrees 08 minutes 49 seconds East 644.73 feet thence South 02 degrees 08 minutes 34 seconds East 565.03 feet; thence South 87 degrees 18 minutes 53 seconds West 316.58; feet: thence North 88 degrees 09 minutes 27 seconds West 326.28 feet to Point of Beginning.

July 11, 2018

VIA FEDEX

Ronald Akers  
Director of Planning and Economic Development  
Van Buren Township  
46425 Tyler Rd.  
Van Buren Township, Michigan 48111

Re: Rezoning Application for 9275 Haggerty Road from C-1 to OT, Applicant  
US Signal Properties, LLC, Owner Haggerty Tyler Venture, LLC

Dear Mr. Akers:

Pursuant to our recent meeting, we have enclosed the above referenced rezoning application and the application fee in the amount of \$1,271.90.

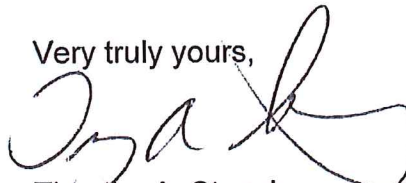
It is our understanding that upon receipt of this rezoning application that the application will be scheduled for public hearing by the Planning Commission.

Please confirm at your earliest convenience the date and time of the public hearing.

If you are need of additional information please contact the undersigned.

We have greatly appreciated the opportunity to meet with you to discuss the US Signal data center proposed for the subject property and look forward to working with you, the Planning Commission and the Township Board on this project.

Very truly yours,



Timothy A. Stoepker

:TAS

cc: David Wisz, Executive Vice President, By e-mail only





August 1, 2018

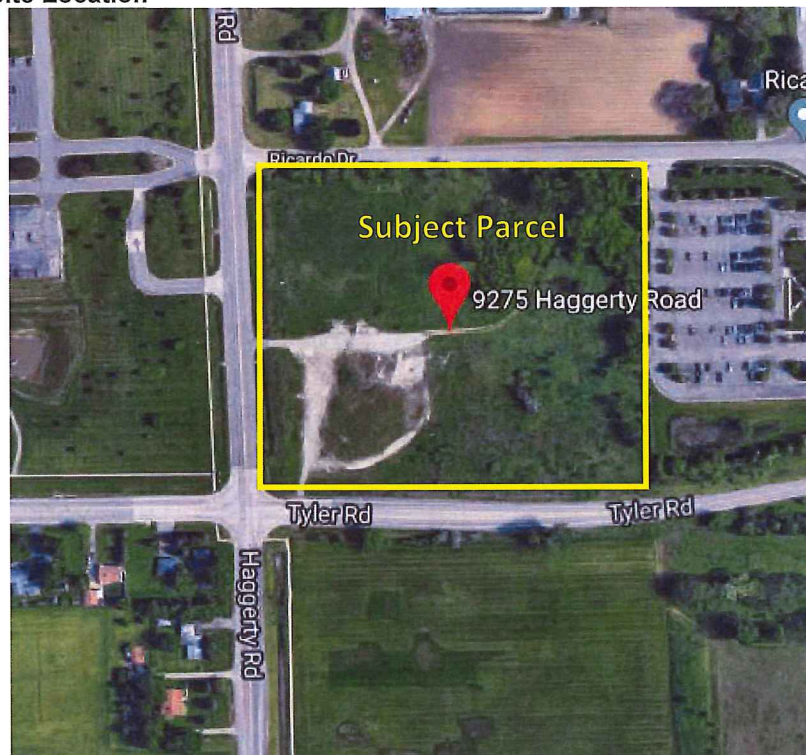
Planning Commission  
Charter Township of Van Buren  
46425 Tyler Road  
Van Buren Township, MI 48111

**Subject: VBT-18-019 RZ; Review of US Signal Properties LLC Application to Amend the Charter Township of Van Buren Zoning Map**

Dear Planning Commissioners:

We have reviewed the application by US Signal Properties LLC ("applicant") to rezone the following parcel illustrated on the map below from C-1 (General Business) to OT (Office Technology). The site is located on the northeast corner of Tyler Road and Haggerty Road intersection, has a tax parcel identification number of V-125-83-047-98-0007-701, and has a total area of 7.190 acres.

**Figure 1. Subject Site Location**



Source: Google

The Master Plan was originally adopted in 1989 and amended in 1999 (Single Family Residential Plan), 2000 (Ecorse-Haggerty Corridor Plan), 2001 (Grace Lake Area Plan), 2007 (South Side Master Plan), and 2010 (Belleville Road District Plan). The Master Plan is currently under review for a complete revision. Our comments on and analysis of this request follows.

Planning and zoning law provides that government has a legitimate interest in maintaining compatibility of surrounding areas, protecting and preserving natural resources, and ensuring adequate infrastructure such as roads, water supply and sanitary sewage disposal. Adoption of a master plan and imposition of zoning restrictions to accomplish those interests, as well as to avoid overcrowding, preserve open space, and protect the aesthetics of an area of land are consistent with the Michigan Planning Enabling Act (P.A. 33 of 2008) and Michigan Zoning Enabling Act (P.A. 110 of 2006).

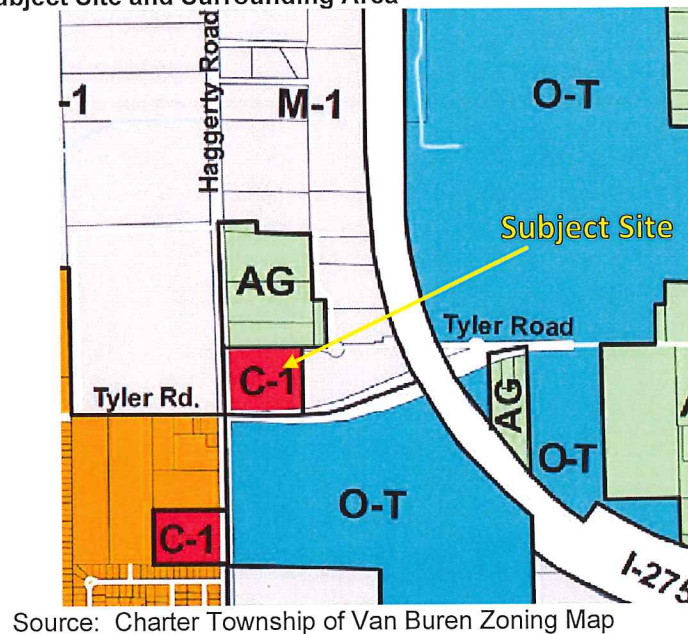
## DESCRIPTION

The table below summarizes the existing land use, zoning, and master plan designations in and around the subject site, according to the Master Plans and Zoning Ordinance.

	Existing Land Use	Zoning	Future Land Use Classification
<b>Subject Site</b>	Vacant lot	C-1 (General Business)	Office/Light Industrial
<b>North</b>	Residential and Commercial (Greenhouse Operation)	AG (Agricultural and Estates)	Office/Light Industrial
<b>South</b>	Vacant land	O-T (Office Technology)	Public/semi-public
<b>East</b>	Automotive based industrial use	M-1 (Light Industrial)	Office/Light Industrial
<b>West</b>	Chase Bank Data Center	M-1 (Light Industrial)	Office/Light Industrial

Specifically, the zoning of the subject site and surrounding areas are in the following figure:

**Figure 2. Zoning of Subject Site and Surrounding Area**





## REZONING STANDARDS

Article 12, Chapter 5 of the Zoning Ordinance includes the procedures and standards for reviewing Zoning Ordinance amendment applications. Section 12.504(A) through (L) includes specific standards of review for the Planning Commission and Township Board of Trustees to consider prior to taking action on an amendment application. These standards are as follows:

**(A) *Consistency with the goals, policies, and objectives of the Master Plan and any sub-area plans. If conditions have changed since the Master Plan was adopted, consistency with recent development trends in the area shall be considered.***

The Michigan Zoning Enabling Act requires a zoning ordinance to be based upon the Master Plan. Although the Master Plan was originally adopted in 1989, it has been amended in 1999 (Single Family Residential Plan), 2000 (Ecorse-Haggerty Corridor Plan), 2001 (Grace Lake Area Plan), 2007 (South Side Master Plan), and 2010 (Belleville Road District Plan).

The Master Plan designates the subject site and the abutting parcels to the north, east, and west as Office/Light Industrial. The proposed OT zoning district is consistent with that vision in the Master Plan, more so than the current C-1 zoning of the property. The OT district is intended to accommodate uses in a campus type setting, while providing easy access with proximity to the freeway and interchanges. The existing uses in the area and the development trends clearly indicate the need for more light industrial and office zoned parcels, rather than commercially zoned parcels. The Future Land Use Map has clearly delineated commercial corridors in different parts of the township and the subject site is not one of them.

**(B) *Consistency with the basic intent and purpose of this Zoning Ordinance.***

The Purpose and intent of Section 1.102 of the Zoning Ordinance includes imposing regulations and restrictions governing the location and construction of structures and buildings to be used for business, industry, residence, social purposes, and other specified purposes. To that end, there are provisions for zoning districts, setbacks, building height, land use, parking and loading, access management, landscaping and screening, and environmental performance.

The subject site is the only commercially-zoned parcel in an area occupied by light industrial, office, and technology based uses and has Wayne County Community College to the southeast. While having a commercial use at the site would likely be of service to the employees and tenants of the numerous industrial and office buildings in the area, the site is just a few miles from the main downtown Belleville Road corridor area with all types of commercial businesses. Further, commercial uses typically experience higher traffic volumes throughout the day than office/light industrial uses, which would be a concern in the area. The proposed use of the site for office or technology and research-based uses will likely be more consistent with the existing development pattern for the area.

**(C) *The capability of the street system to safely and efficiently accommodate the expected traffic generated by uses permitted in the requested zoning district.***

The site's frontage along Haggerty Road has 2 lanes in each direction and no center turn lanes, and the frontage on Tyler has one lane in each direction with a center turn lane. The intersection at the corner of Tyler and Haggerty Roads is signalized. With a land area of 7.190 acres, the site can accommodate a significant sized commercial development that could generate a lot of traffic. An office/research-technology based use will likely generate less traffic than a commercial use; however, a detailed traffic study would be required to accurately assess any necessary improvements to the abutting roadways. This is a site plan matter that can be deferred.



- (D) ***The capacity of the Township's utilities and services sufficient to accommodate the uses permitted in the requested district without compromising the health, safety, and welfare of the Township.***

While we are not aware of any constraints on the water and sewer systems that would prevent service to the subject site, we will defer to the Van Buren Township Department of Public Services.

- (E) ***That conditions have changed since the Zoning Ordinance was adopted or there was an error in the Zoning Ordinance that justifies the amendment.***

We are not aware of any errors in the Zoning Ordinance or Zoning Map, so a rezoning cannot be granted on the grounds that there is an error to correct. When the current Zoning Ordinance was adopted in 2017, the only change to the Zoning Map was the adoption of the Belleville Road Overlay District. This does not mean that a rezoning cannot be justified; it simply means that no other zoning district changes were considered as part of the amendment process at that time.

Over the last few years, Van Buren Township has experienced a high demand for new industrial development and expansions of existing industrial land uses. Recently approved industrial site plans include L&W Engineering, Bayloff Industries, Constellium, Contractor's Steel, Costco, Ashley Capital, Denski Warehouse, Mayser Polymer, and Continental Canteen. There is a definite market trend showing the demand for more industrial and office-technology based uses, rather than commercial uses. The Township recently rezoned a large parcel of land along Michigan Avenue to M-1 to accommodate such growth and demand. The Township Master Plan is currently being reviewed and will involve an inventory of land planned for industrial uses, potential demand for such land, and identification of areas of the Township suitable for future industrial development, if any.

- (F) ***That the amendment will not be expected to result in exclusionary zoning.***

In general, exclusionary zoning is a prohibition of a land use when there is a demonstrated need for the use in the community. If the site is rezoned from C-1 to OT, there are many available areas of the township where uses in the C-1 district can be established. Conversely, if the site is not rezoned from OT, there are some areas of the Township that are currently zoned OT that can be developed for office and technology-based uses. Therefore, exclusionary zoning is not a factor in this case.

- (G) ***If a rezoning is requested, compatibility of the site's physical, geological, hydrological and other environmental features with the uses permitted in the proposed zoning district.***

Currently, the majority of the site is a flat vacant grassy lot. According to the Michigan Department of Environmental Quality (MDEQ) Wetlands Map Viewer, there are no wetland areas in any portion of the site. According to FEMA, there are no floodplains on the site. Therefore, we are not aware of any major physical, geological, hydrological, or other environmental constraints that would prevent the site from being developed for a permitted use in the OT zoning district. However, at the time of site plan review, more detailed site information will be required.

- (H) ***If a rezoning is requested, compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values.***

The permitted uses and special land uses of the OT zoning district are listed in the following table:





PERMITTED USES	SPECIAL LAND USES
<ul style="list-style-type: none"> <li>• Office, Professional</li> <li>• Office, Medical and Dental</li> <li>• School (Vocational or Technical)</li> <li>• High Tech, Data Processing, and Computer Centers</li> <li>• Laboratories, Minor</li> <li>• Publicly owned buildings</li> <li>• Offices of Manufacturing Agents, Sales Representatives, and Others Requiring Display Area and Limited Warehousing</li> <li>• Publicly-owned recreational facilities</li> <li>• Printing Shops and Establishments</li> <li>• Banks and Financial Institutions, No Drive-Thru</li> <li>• School, College or University and Public or Non-Profit</li> <li>• School, College or University, Private</li> <li>• Accessory structures and uses customarily incidental to the above permitted uses</li> </ul>	<ul style="list-style-type: none"> <li>• Wireless Communication Facilities</li> <li>• Banks and Financial Institutions with a Drive-Thru</li> <li>• Places of Assembly</li> <li>• Accessory Caretaker Dwelling</li> <li>• Religious Institutions</li> </ul>

The area of focus for this standard is the impact that the proposed OT zoning district will have on the abutting properties, specifically any single-family residential uses. As noted previously, all the uses to the west, south, east and a portion of the north are non-residential. However, there is an existing non-conforming single-family use located to the northwest of the subject property.

The OT District is intended to be located so that uses will be developed without creating negative impacts on adjacent uses from characteristics and conditions such as heavy truck traffic, excessive noise, glare, air pollution, waste water pollution or emissions, which are commonly found in a traditional industrial district. The proposed OT district is also likely to have lower negative impacts on abutting properties when compared to commercial uses. The Zoning Ordinance has provisions for inclusion of greenbelts along property lines of non-residential uses and residential uses. In addition, aspects of landscaping, lighting, traffic, and hours of operation will be reviewed at the time of any site plan application.

Finally, the impact that the proposed OT zoning will have on surrounding property values is not an analysis that we are qualified to make. We would defer to a certified professional qualified to make such an analysis or appraisal, if necessary.

**(l) *If a rezoning is requested, the boundaries of the requested rezoning district will be reasonable in relationship to surrounding zoning districts, and construction on the site will be able to meet the dimensional regulations for the requested zoning district.***

If the site is rezoned to OT, the boundaries of this requested district would be contiguous to another OT-zoned parcel on the south side of Tyler Road. Additionally, a large OT zoned district is located just east of the I-275 interchange within a ¼ mile of the site. The OT zoning will also be in keeping with the existing use of the parcel to the west which accommodates the data processing center for Chase. The site is a 7.190 acre parcel and is rectangular in shape, which allows for the proper placement of any proposed building and related site improvements. This area was envisioned in the Zoning Ordinance and Future Land Use plan as being a technology and industrial corridor; therefore, requirements for residential





protection zones or similar buffer that require significant land area were not required. If the site is rezoned to OT, the size of the site will be sufficient to meet the Zoning Ordinance standards for lot coverage, setbacks, height, parking, and landscaping.

**(J) *If a rezoning is requested, the requested zoning district is considered to be more appropriate from the Township's perspective than another zoning district.***

Based on market trends, there is not as much demand for commercial properties as there is for Industrial and office-based uses in this area. Of all the possible zoning designations for this parcel, which include M-1, M-T or OT, OT will be the least impactful on the abutting properties and area in terms of traffic volumes, hours of operation, etc. The OT district specifically prohibits a variety of uses that would cause increased truck traffic, outdoor storage, manufacturing, etc. Also, considering the concerns regarding truck traffic in the Ecorse-Haggerty Road corridor area, the proposed OT zoning would be the most appropriate.

**(K) *If a rezoning is requested to allow for a specific use, rezoning the land is considered to be more appropriate than amending the list of permitted or special land uses in the current zoning district to allow the use.***

Because there is no specific use noted on the application, we cannot comment on the appropriateness of the possible uses in the OT zoning district. However, it is our understanding that the applicant's use is a data processing center, which would be most appropriate for the OT district. Amending the C-1 district, which is purely a commercial zoning district, to allow for technology/office and similar uses would not be appropriate.

**(L) *If a rezoning is requested, the requested rezoning will not create an isolated or incompatible zone in the neighborhood.***


The site is adjacent to an OT-zoned parcel located on the south side of Tyler Road. Additionally, the site is located less than ¼ mile from the large OT corridor along I-275. The proposal will not create a spot zoned OT parcel, and the rezoning is consistent with the office/industrial designation of the parcel and all the surrounding properties on the Future Land Use Map of the Master Plan. The proximity of the site to the other office and technology-based uses and other industrial uses makes the proposed zoning to OT a good fit for the area. The existing nonconforming single-family dwelling to the north of the subject site could be protected from any potential adverse effects of a use on the site by the greenbelt and screening requirements in the Zoning Ordinance. Landscaping and screening will be addressed at the time of site plan review.

## **RECOMMENDATION**

At this time, the application to rezone the subject site from C-1 to OT meets the following standards of Section 12.504(A) through (L) of the Zoning Ordinance as follows:

1. Section 12.504(A). The proposed rezoning is consistent with the goals, policies, and objectives of the Master Plan and its subsequent amendments. The proposed OT zoning designation is consistent with the office/industrial designation envisioned in the Master Plan for the site and abutting properties.
2. Section 12.504(B). The proposed rezoning is consistent with the intent of the Zoning Ordinance and the existing development pattern of the area.
3. Section 12.504(C). The site has frontages on two (2) major thoroughfares, which should be capable of handling any traffic generated from the site. If necessary, additional improvements can be required at the time of site plan approval.

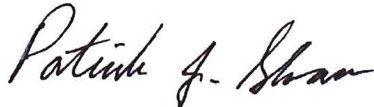


- 
4. Section 12.504(D). We are not aware of any constraints in the ability of public services to serve this site.
  5. Section 12.504(E). Van Buren Township has experienced a high demand for additional industrial development and expansions of existing industrial land uses. The proposed use as a data processing center, in addition to most other permitted uses in the OT district, is consistent with the use of the site for lighter industrial uses, which are more technology and research based.
  6. Section 12.504(F). The proposed rezoning does not cause any exclusionary zoning issues.
  7. Section 12.504(G). The proposed rezoning is not affected by any known environmental constraints on the property at this time.
  8. Section 12.504 (H). The uses permitted by right and special land use in the proposed OT zoning district are likely to have less adverse impacts on the adjacent neighborhood than developing the site under the current C-1 zoning district.
  9. Section 12.054(I). If rezoned, the site has adequate area to comply with the development standards required for sites in the OT district.
  10. Section 12.054(J). Given the possible options, we believe the OT designation is the most appropriate when considering a possible M-1 or M-T designation in accordance with the Future Land Use Map classification.
  11. Section 12.504(K). Amending the existing C-1 district to allow for a data processing center, which is entirely an office and technology-based use, would be inappropriate.
  12. Section 12.054(L). The proposed OT zoning of the site will be compatible with the uses currently existing around it. Compliance with any Zoning Ordinance standards requiring greenbelts, buffering, and landscaping will help protect the existing nonconforming single-family residential use to the north.

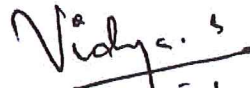
As a result, we recommend that the Planning Commission recommend approval of the application to rezone the subject parcel from C-1 to OT designation.

Respectfully Submitted,

McKENNA



Patrick J. Sloan, AICP  
Senior Principal Planner



Vidya Krishnan  
Senior Planner



**CHARTER TOWNSHIP OF VAN BUREN  
PLANNING COMMISSION  
PUBLIC HEARING**

Notice is hereby given that the Charter Township of Van Buren Planning Commission will hold public hearings on **Wednesday, August 8, 2018 at 7:30 p.m.**, in the Board of Trustees Room, 46425 Tyler Road, Charter Township of Van Buren, Wayne County, Michigan to consider the following requests and Zoning Ordinance Amendments.

1. **Case 18-014:** A request by RA Chiesa Architects, for a special use approval to operate a drive thru restaurant at 10573 & 10551 Belleville Road (Parcel ID# V-125-83-059-01-0020-000 & V-125-83-059-01-0021-000).
2. **Case 18-019:** A request by US Signal Properties, LLC to rezone the property located at 9275 Haggerty Road, (Parcel ID# V-125-83-047-99-0007-701) from C-1 (General Business) to OT (Office Technology).
3. **Zoning Ordinance Text Amendment:** A proposed amendment to the Zoning Ordinance which adds "High Tech, Data Processing, and Computer Centers" as a permitted use in the M-1, Light Industrial Zoning District.

Please address any written comments to the Van Buren Township Planning Commission at, 46425 Tyler Road, Van Buren Township, MI 48111 or by e-mail at [rakers@vanburen-mi.org](mailto:rakers@vanburen-mi.org). Written comments will be accepted until 4:00 p.m. on the hearing date and all materials relating to this request are available for public inspection at the Van Buren Township Hall prior to the hearing.

Van Buren Township will provide necessary reasonable auxiliary aides and services to individuals with disabilities who are planning to attend. Please contact the Van Buren Township Planning & Economic Development department at 734-699-8913 at least seven (7) days in advance of the meeting if you require assistance.

Posted: July 13, 2018  
Published: July 19, 2018



**CHARTER TOWNSHIP OF VAN BUREN  
PLANNING COMMISSION  
PUBLIC HEARING**

Notice is hereby given that the Charter Township of Van Buren Planning Commission will hold public hearings on **Wednesday, August 8, 2018 at 7:30 p.m.**, in the Board of Trustees Room, 46425 Tyler Road, Charter Township of Van Buren, Wayne County, Michigan to consider the following request..

1. **Case 18-019:** A request by US Signal Properties, LLC to rezone the property located at 9275 Haggerty Road, (Parcel ID# V-125-83-047-99-0007-701) from C-1 (General Business) to OT (Office Technology).

Please address any written comments to the Van Buren Township Planning Commission at, 46425 Tyler Road, Van Buren Township, MI 48111 or by e-mail at [rakers@vanburen-mi.org](mailto:rakers@vanburen-mi.org). Written comments will be accepted until 4:00 p.m. on the hearing date and all materials relating to this request are available for public inspection at the Van Buren Township Hall prior to the hearing.

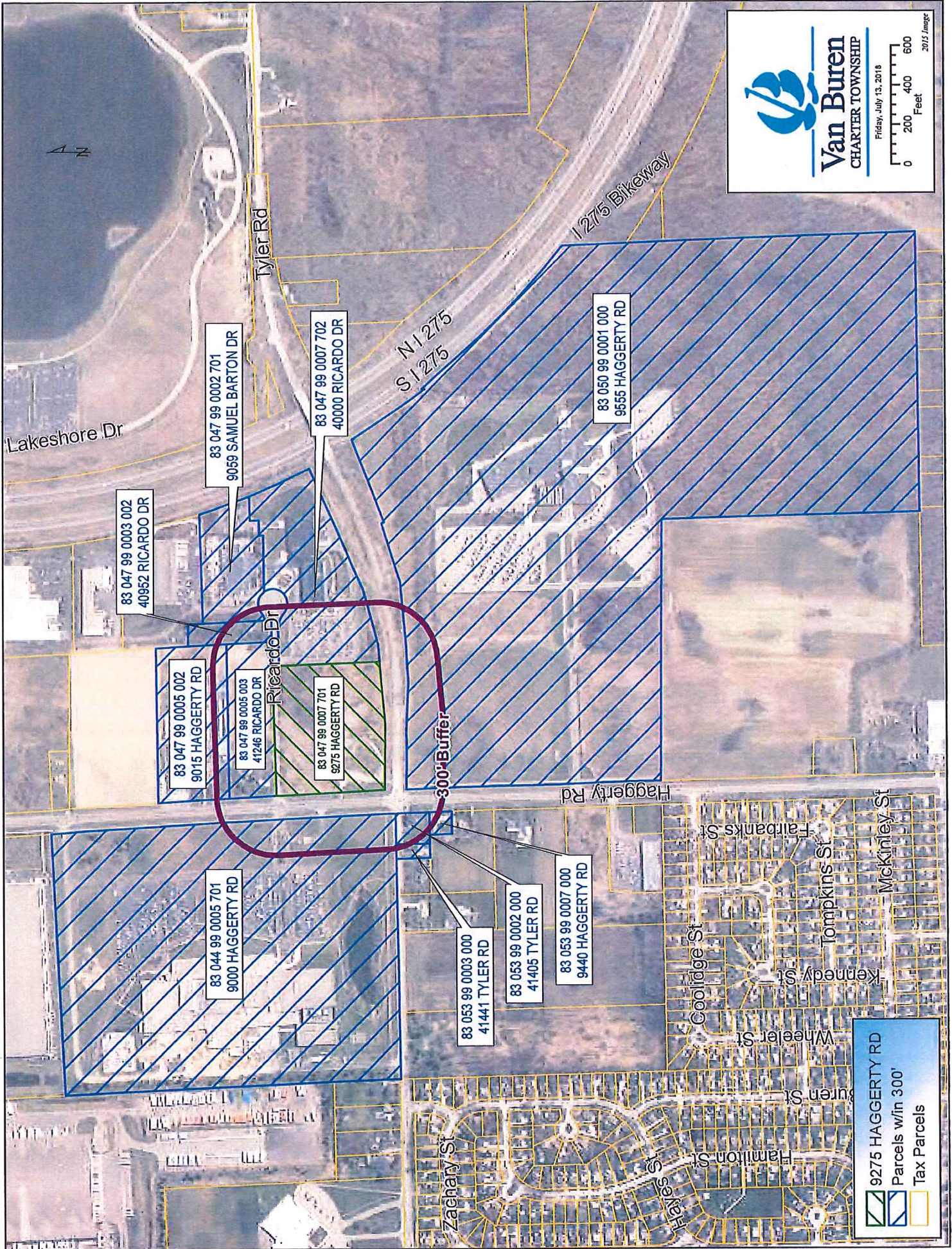
Van Buren Township will provide necessary reasonable auxiliary aides and services to individuals with disabilities who are planning to attend. Please contact the Van Buren Township Planning & Economic Development department at 734-699-8913 at least seven (7) days in advance of the meeting if you require assistance.

Posted: July 13, 2018  
Published: July 19, 2018  
Mailed: July 24, 2018

Mailed 7-24-18.

*Ronald A. Allen*








Van Buren


CHARTER TOWNSHIP


Friday, July 13, 2018

0 200 400 600 Feet

2013 Image

 9275 HAGGERTY RD

 Parcels w/in 300'

 Tax Parcels

83 047 99 0003 002  
40952 RICARDO DR

83 047 99 0005 002  
9015 HAGGERTY RD

83 047 99 0005 003  
41246 RICARDO DR

83 047 99 0007 701  
9275 HAGGERTY RD

83 047 99 0002 701  
9059 SAMUEL BARTON DR

83 047 99 0007 702  
40000 RICARDO DR

83 050 99 0001 000  
9555 HAGGERTY RD

83 044 99 0005 701  
9000 HAGGERTY RD

83 053 99 0003 000  
41441 TYLER RD

83 053 99 0002 000  
41405 TYLER RD

83 053 99 0007 000  
9440 HAGGERTY RD

Lakeshore Dr

Tyler Rd

N 1275  
S 1275

I 275 Bikeway

300' Buffer

Hagerty Rd

Coolidge St

Fairbanks St

Kennedy St

Tompkins St

Mckinley St

Wheeler St

Buren St

Hamilton St

Shanks St

Zachary St



82 83 044 99 0005 701  
BANK ONE  
INDUSTRY CONSULTING GROUP  
PO BOX 8265  
WICHITA FALLS TX 76307- 826

82 83 047 99 0005 002  
ROBSON, LYNN  
9015 HAGGERTY RD  
VAN BUREN TOWNSHIP MI 48111

82 83 053 99 0002 000  
PAULSEN, STEVEN LEWIS  
741 HARBOUR PTE  
BELLEVILLE MI 48111

82 83 047 99 0002 701  
VAN BUREN VENTURE LLC  
BRADLEY ASSOCIATES  
111 E WACKER DRIVE SUITE 900  
CHICAGO IL 60601

82 83 047 99 0005 003  
ROBSON, ROBERT E & DONALD  
39878 E HURON RIVER DR  
ROMULUS MI 48174

82 83 053 99 0003 000  
YOH, DEBORAH & NOBLE, SHEILA  
41441 TYLER RD  
VAN BUREN TOWNSHIP MI 48111

82 83 047 99 0003 002  
ROBSON, NICHOLAS & KAYLA  
40952 RICARDO DRIVE  
VAN BUREN TOWNSHIP MI 48111

82 83 050 99 0001 000  
W C C C  
801 W FORT ST  
DETROIT MI 48226

82 83 053 99 0007 000  
MIRI, IMAD  
2493 RIVERWOODS DRIVE N  
CANTON MI 48188

Owner

82 83 044 99 0005 701  
BANK ONE  
INDUSTRY CONSULTING GROUP  
9000 HAGGERTY RD  
VAN BUREN TOWNSHIP MI 48111

82 83 047 99 0005 002  
ROBSON, LYNN  
9015 HAGGERTY RD  
VAN BUREN TOWNSHIP MI 48111

82 83 053 99 0002 000  
PAULSEN, STEVEN LEWIS  
41405 TYLER RD  
VAN BUREN TOWNSHIP MI 48111

82 83 047 99 0002 701  
VAN BUREN VENTURE LLC  
BRADLEY ASSOCIATES  
9059 SAMUEL BARTON DR  
VAN BUREN TOWNSHIP MI 48111

82 83 047 99 0005 003  
ROBSON, ROBERT E & DONALD  
41246 RICARDO DRIVE  
VAN BUREN TOWNSHIP MI 48111

82 83 053 99 0003 000  
YOH, DEBORAH & NOBLE, SHEILA  
41441 TYLER RD  
VAN BUREN TOWNSHIP MI 48111

82 83 047 99 0003 002  
ROBSON, NICHOLAS & KAYLA  
40952 RICARDO DRIVE  
VAN BUREN TOWNSHIP MI 48111

82 83 050 99 0001 000  
W C C C  
9555 HAGGERTY RD  
VAN BUREN TOWNSHIP MI 48111

82 83 053 99 0007 000  
MIRI, IMAD  
9440 HAGGERTY RD  
VAN BUREN TOWNSHIP MI 48111

Address

## MOTION EXTRACT

Motion Kelley, Jahr second to recommend the Township Board grant the applicants request to rezone the property located at 9275 Haggerty Road from C-1, General Business to OT, Office Technology based on the analysis and subject to the conditions in the McKenna Associates review letter dated 8-1-18.

**Roll Call:**

Yeas: Franzoi, Jahr, Boynton, Kelley, Atchinson, Budd and Thompson.

Nays: None.

Absent: None.

Recused: Kelley

Motion Carried.

I hereby certify the foregoing is a true and correct copy of a motion adopted by the Planning Commission of the Charter Township of Van Buren at the regularly scheduled meeting of August 8, 2018.

A handwritten signature in black ink, appearing to read 'CHAD', with a long horizontal line extending to the right.

Christina Harman  
Recording Secretary



# Charter Township of Van Buren

## REQUEST FOR BOARD ACTION

Agenda Item: \_\_\_\_\_

**WORK STUDY MEETING DATE: 08/20/18**

**BRD MTG DATES: 08/21/18 (1<sup>ST</sup> READ)**

**BRD MTG DATES: 09/04/18 (2<sup>ND</sup> READ)**

Consent Agenda \_\_\_\_\_

New Business   X  

Unfinished Business \_\_\_\_\_

Public Hearing \_\_\_\_\_

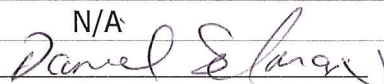
ITEM (SUBJECT)	To consider approval of Ordinance 08-21-18(1) which proposes changes to the Charter Township of Van Buren Zoning Ordinance 5-2-17(2) to add the High Tech, Data Processing, and Computer Centers use to the M-1, Light Industrial zoning district.
DEPARTMENT	Planning & Economic Development
PRESENTER	Ron Akers, AICP – Director of Planning & Economic Development
PHONE NUMBER	734-699-8913
INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)	N/A

### Agenda topic

ACTION REQUESTED	
To consider approval of Ordinance 08-21-18(1) which proposes changes to the Charter Township of Van Buren Zoning Ordinance 5-2-17(2) to add the High Tech, Data Processing, and Computer Centers use to the M-1, Light Industrial zoning district.	
BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)	
Please see attached memo.	

BUDGET IMPLICATION	None
IMPLEMENTATION NEXT STEP	Upon approval of the 1 <sup>st</sup> and 2 <sup>nd</sup> reading the Ordinance Amendment will be published in the newspaper in accordance with State law.

DEPARTMENT RECOMMENDATION	Approval
COMMITTEE/COMMISSION RECOMMENDATION	Approval

ATTORNEY RECOMMENDATION	N/A
(May be subject to Attorney/Client Privilege and not available under FOIA)	
ADDITIONAL REMARKS	N/A
APPROVAL OF SUPERVISOR	

**CHARTER TOWNSHIP OF VAN BUREN  
COUNTY OF WAYNE, STATE OF MICHIGAN  
ORDINANCE NO. 08-21-18(1)**

**AN ORDINANCE TO AMEND THE ZONING ORDINANCE 5-2-17(2) AS AMENDED OF THE CHARTER TOWNSHIP OF VAN BUREN TO ADD HIHG TECH, DATA PROCESSING, AND COMPUTER CENTERS AS A PERMITTED USE IN THE M-1 LIGHT INDUSTRIAL ZONING DISTRICT:**

**THE CHARTER TOWNSHIP OF VAN BUREN ORDAINS:**

**SECTION 1 – ORDINANCE AMENDMENT**

Pursuant to this Ordinance, the following sections of the Charter Township of Van Buren Zoning Ordinance shall be amended in accordance with the below text (changes are **bold and underlined**), upon the effective date of this Amendment:

**Section 3.104 – Permitted Uses by District**

The following [Table 1](#) lists the permitted uses and special land uses in each district. Refer to [Article 2](#) for a description of the uses listed in the following [Table 1](#).

Whenever a specific development standard is included for a particular use in Table 1, any development must comply with the requirements of the referenced section. All development standards for specific uses are listed in [Article 5](#).

Refer to the footnotes to the Table of Permitted Uses and Special Land Uses in [Section 3.105](#). Footnotes applicable to each zoning district are indicated in parentheses after the zoning district title in the [Table 1](#).

Finally, refer to [Article 6](#) for applicable requirements not listed in [Table 1](#).

**Table 1: Table of Permitted Land Uses and Special Land Uses by District**

Key: ■ Principal Permitted Use

● Special Land Use

[blank] Use Not Permitted

USE	R-1A, R-2A, R-1B, and R-1C RM (A)	RMH	AG	C (B), (C)	C-1 (C)	C-2 (C)	FS	OT (D)	M-1 (E)	M-T (F)	M-2	AP (G)	M-U	DEVELOPMENT STANDARD
OFFICE USES														
Financial Institution, No Drive-Thru				■	■	■		■					■	
Financial Institution, With Drive-Thru					●	●		●						<a href="#">Section 5.105</a>
<b><u>High Tech, Data Processing, and Computer Center</u></b>								■	■		■			

### **Section 3.115 – M-1, Light Industrial District**

(B) PERMITTED USES
<ul style="list-style-type: none"><li>❑ Wholesale Sales</li><li>❑ Warehousing (excluding Distribution Centers)</li><li>❑ Manufacturing and Processing (Light)</li><li>❑ Laboratories, Minor</li><li>❑ Laboratories, Major</li><li>❑ Retail Dry Cleaning Plants and Laundries</li><li>❑ Public utility buildings, telephone exchange buildings, electric transformer stations and substations and gas regulator stations and including storage yards, when necessary to serve the immediate vicinity.</li><li>❑ <b><u>High Tech, Data Processing, and Computer Centers</u></b></li><li>❑ Accessory Outdoor Industrial Storage</li><li>❑ Accessory structures and uses customarily incidental to the above permitted uses</li><li>❑ Indoor Recreation</li></ul>

### **SECTION 2 – SEVERABILITY**

Should any provision or part of this Ordinance be declared by any court of competent jurisdiction to be invalid or unenforceable, the same shall not affect the validity or enforceability of the balance of this Ordinance, which shall remain in full force and effect.

### **SECTION 3 – REPEALER**

All other provisions of the Zoning Ordinance, or Ordinances or parts of Ordinances, in conflict with this Ordinance are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

### **SECTION 4 - SAVINGS CLAUSE**

Nothing in this Ordinance shall be construed to affect any suit or proceeding pending in any court or any rights acquired or any liability incurred, or any cause or causes of action acquired or existing, under the Zoning Ordinance, or any act or Ordinance hereby repealed as cited in Section 3 of this Ordinance; nor shall any just or legal right or remedy of any character be lost, impaired, or affected by this Ordinance.

### **SECTION 5 - EFFECTIVE DATE**

The provisions of this Ordinance are hereby ordered to take effect seven (7) days after publication of the notice of adoption in a newspaper of general circulation within the Township. This Ordinance shall be immediately recorded by the Township Clerk in the Township Ordinance Book as soon as it is adopted, which record shall be authenticated by the signatures of the Supervisor and Clerk and shall be published in a newspaper of general circulation in the Township within fifteen (15) days of passage. A copy of this Ordinance may be purchased or inspected at the Clerk's Office, 46425 Tyler Road, Van Buren Township, MI 48111 during normal business hours.

## **SECTION 6 – ADOPTION**

This Ordinance is hereby declared to have been adopted by the Township Board of the Charter Township of Van Buren at a meeting duly called and held on the 4th day of September, 2018, and ordered to be given publication in the manner prescribed by law.

YEAS:

NAYS:

ABSENT:

ABSTAINED:

I hereby approve the foregoing Ordinance,

---

Leon Wright, Clerk

---

Kevin McNamara, Supervisor

Adopted: September 4, 2018 (proposed)  
Published: September 13, 2018 (proposed)  
Effective: September 21, 2018 (proposed)





# Memo

**TO:** Planning Commission  
**FROM:** Ron Akers, AICP  
Director of Planning and Economic Development  
**RE:** Adding Data/Computer Centers to the M-1, Light Industrial District  
**DATE:** August 1, 2018

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The Zoning Ordinance defines High Tech, Data Processing, and Computer Centers as follows:

**HIGH TECH, DATA PROCESSING, AND COMPUTING CENTERS:** Uses include, but are not limited to, alarm and security businesses, phone message centers, telemarketing businesses, data processing and computer centers (including service and maintenance of electronic equipment and other computer related services), and high technology service uses which have as their principal function the providing of services, including computer information transfer, communication, distribution, management, processing, administrative, laboratory, experimental, developmental, technical, or testing services. "High Tech, Data Processing, and Computing Centers" that are smaller scale and are primarily office uses may be classified by the Planning Director as an "Office, Professional" use.

Currently in the Zoning Ordinance these uses are limited to the OT, Office Technology district, but we do have a facility on industrially zoned property. These type of land uses are appropriate for industrial areas as they tend to have similar power requirements and utilize similar type buildings. They are typically less intensive uses as they generate less truck traffic and have less activity associated with them. Due to this they are very compatible uses in industrial districts. By allowing this as a permitted use in the M-1 district this use could be allowed in any of our other industrial districts. The main intent of this change is to allow these in other areas of the Township and clarify our requirements for existing facilities within the community.

Please feel free to contact me if there are any questions and I look forward to further discussion regarding these items.

-

**CHARTER TOWNSHIP OF VAN BUREN  
PLANNING COMMISSION  
PUBLIC HEARING**

Notice is hereby given that the Charter Township of Van Buren Planning Commission will hold public hearings on **Wednesday, August 8, 2018 at 7:30 p.m.**, in the Board of Trustees Room, 46425 Tyler Road, Charter Township of Van Buren, Wayne County, Michigan to consider the following requests and Zoning Ordinance Amendments.

1. **Case 18-014:** A request by RA Chiesa Architects, for a special use approval to operate a drive thru restaurant at 10573 & 10551 Belleville Road (Parcel ID# V-125-83-059-01-0020-000 & V-125-83-059-01-0021-000).
2. **Case 18-019:** A request by US Signal Properties, LLC to rezone the property located at 9275 Haggerty Road, (Parcel ID# V-125-83-047-99-0007-701) from C-1 (General Business) to OT (Office Technology).
3. **Zoning Ordinance Text Amendment:** A proposed amendment to the Zoning Ordinance which adds "High Tech, Data Processing, and Computer Centers" as a permitted use in the M-1, Light Industrial Zoning District.

Please address any written comments to the Van Buren Township Planning Commission at, 46425 Tyler Road, Van Buren Township, MI 48111 or by e-mail at [rakers@vanburen-mi.org](mailto:rakers@vanburen-mi.org). Written comments will be accepted until 4:00 p.m. on the hearing date and all materials relating to this request are available for public inspection at the Van Buren Township Hall prior to the hearing.

Van Buren Township will provide necessary reasonable auxiliary aides and services to individuals with disabilities who are planning to attend. Please contact the Van Buren Township Planning & Economic Development department at 734-699-8913 at least seven (7) days in advance of the meeting if you require assistance.

Posted: July 13, 2018  
Published: July 19, 2018

## **MOTION EXTRACT**

Motion Kelley, Budd second to recommend the Township Board add the proposed amendment to the zoning ordinance "high tech, data processing, and computer centers" as a permitted use in the M-1, Light Industrial zoning district.

**Roll Call:**

Yeas: Atchinson, Budd, Kelley, Boynton, Jahr, Franzoi and Thompson.

Nays: None.

Absent: None.

Motion Carried.

I hereby certify the foregoing is a true and correct copy of a motion adopted by the Planning Commission of the Charter Township of Van Buren at the regularly scheduled meeting of August 8, 2018.

A handwritten signature in black ink, appearing to read 'C. Harman', with a long horizontal line extending to the right.

Christina Harman  
Recording Secretary

# Charter Township of Van Buren

Agenda Item: \_\_\_\_\_

## REQUEST FOR BOARD ACTION

**WORK STUDY**

**DATE: 9/04/2018**

**BOARD MEETING**

**DATE: 9-04-2018**

Consent Agenda \_\_\_\_\_


New Business X

Unfinished Business \_\_\_\_\_

Public Hearing \_\_\_\_\_

<b>ITEM (SUBJECT)</b>	Consider purchase of 2018 Ford F-150 4x4 Super Crew Police Responder from Atchinson Ford for the Fire Department.
<b>DEPARTMENT</b>	Fire Department
<b>PRESENTER</b>	Fire Marshal McInally
<b>PHONE NUMBER</b>	734-699-8328
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	

### Agenda topic

<b>ACTION REQUESTED</b>	
To consider the purchase of a 2018 Ford F-150 4x4 Super Crew Police Responder from Atchinson Ford for a price not to exceed \$36,000 for the Fire Department Line Item: 101-336-970-000.	
<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	
The purchase of the Ford F-150 is to replace the Fire Marshall's vehicle that was previously scheduled for FY-2019 in the amount not to exceed \$36,000 which is state pricing. The purpose of the Super Crew model is to conduct in-vehicle interviews and to transport person(s) involved in an emergency response.	
<b>BUDGET IMPLICATION</b>	Not to exceed \$36,000
<b>IMPLEMENTATION NEXT STEP</b>	
<b>DEPARTMENT RECOMMENDATION</b>	Approval
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	
<b>ATTORNEY RECOMMENDATION</b>	
(May be subject to Attorney/Client Privilege and not available under FOIA)	
<b>ADDITIONAL REMARKS</b>	None
<b>APPROVAL OF SUPERVISOR</b>	





2018 Ford F150 Super Crew 4-Wheel Drive

Race Red

Cloth 40/console/40 Seat Medium Earth

302A Equipment Package

XLT Series

Rear Defrost

Sirius XM Radio

Remote Start

Reverse Sensing

SYNC 3

XLT Chrome Package

Chrome Step Bar

2.7 L V6 Engine

Electronic 10-Speed Transmission

3.55 Regular Axle

Navigation

Rubber Floor Mats

Trailer Tow Package

Bed liner

**Total Price:   \$36000.00**

	F15A 4X4 SUPERCREW - 145	Suggested Retail Price	42055	00	Invoice Amount	39112	00
	2018 MODEL YEAR						
PQ	RACE RED						
UG	MED GRAY CLOTH 40CONSOLE40						
	INCLUDED ON THIS VEHICLE						
	EQUIPMENT GROUP 302A		4520	00		4159	00
	XLT SERIES						
	REAR-WINDOW DEFROSTER						
	SIRIUS XM SATELLITE RADIO						
	REMOTE START SYSTEM						
	REVERSE SENSING SYSTEM						
	SYNC 3						
	OPTIONAL EQUIPMENT/OTHER						
	.XLT CHROME APPEARANCE PACKAGE						
	.CHROME STEP BARS						
99P	2.7L V6 ECOBOOST		995	00		916	00
44G	ELEC 10-SPEED AUTO W/TOW MODE						
T24	275/55R20 OWL ALL-TERRAIN		NC			NC	
X19	3.55 RATIO REGULAR AXLE		NC			NC	
	6600# GVWR PACKAGE						
	JOB #2 ORDER						
50N	VOICE-ACTIVATED NAVIGATION		795	00		732	00
	CLASS IV TRAILER HITCH						
	MIRROR MAN FOLD W/POWER GLASS						
60M	SYNC CONNECT		235	00		216	00
64L	20" CHROME-LIKE PVD WHEELS		1095	00		1008	00
68X	XLT POWER EQUIPMENT GROUP PKG		725	00		667	00
	.POWER-SLIDING REAR WINDOW						
	.LED BOX LIGHTING						
	.110V/400W OUTLET						
U	CLOTH 40/CONSOLE/40		295	00		272	00
	TOTAL OPTIONS/OTHER		8660	00		7970	00
	TOTAL VEHICLE & OPTIONS/OTHER		50715	00		47082	00
	DESTINATION & DELIVERY		1395	00		1395	00
	TOTAL BEFORE DISCOUNTS		52110	00		48477	00
	##SPECIAL ADDED DISCOUNTS#						
	XLT LUX CHROME OR SPRT		1750	00-		1611	00-
	XLT/LARIAT DSICT NAV		500	00-		460	00-
	XLT LUX PWR EQUIP GRP		250	00-		231	00-
	TOTAL SAVINGS		2500	00-		2302	00-
	TOTAL FOR VEHICLE		49610	00			
	FUEL CHARGE					66	04
	SHIPPING WEIGHT 4698 LBS.						

This Invoice may not reflect the final cost of the vehicle in view of the possibility of future rebates, allowances, discounts and incentive awards from Ford Motor Company to the dealer.

Sold to					
		Order Type	Ramp Code	Batch ID	Price Level
Ship to (if other than above)		Date Inv. Prepared		Item Number	Transit Days
		Ship Through			
Invoice & Unit Identification NO.		Final Assembly Point		Finance Company and/or Bank	
HB	Invoice Total	A & Z Plan	D Plan	X Plan	FPA
					AA

DEALER 48B 044

VIN 1FTEW1EP8JFC53467

TOTAL

Suggested Retail Price

49610.00

Invoice Amount

46241.04

This Invoice may not reflect the final cost of the vehicle in view of the possibility of future rebates, allowances, discounts and incentive awards from Ford Motor Company to the dealer.

Sold to <b>Taylor Ford</b> 13500 S. Telegraph Road <b>Taylor</b>		48B044  MI 48180					
		Order Type <b>2</b>	Ramp Code <b>CM59</b>	Batch ID <b>JC081</b>	Price Level <b>835</b>		
Ship to (if other than above)		Date Inv. Prepared		Item Number	Transit Days		
		03 08 18		48-5041	03		
		Ship Through					
Invoice & Unit Identification NO. <b>1FTEW1EP8JFC53467</b>		Final Assembly Point <b>DEARBORN</b>		Finance Company and/or Bank <b>Ford Motor Credit</b> 000001			
HB	Invoice Total	A & Z Plan	D Plan	X Plan	FPA	AA	
1447	46241.04	44467.04	44567.04	46331.08	481.00	723.00	

This invoice to be used for the billing of vehicles only

Dealer's copy

# Charter Township of Van Buren

Agenda Item: \_\_\_\_\_

## REQUEST FOR BOARD ACTION

**WORK STUDY**

**DATE: 9/4/2018**

**BOARD MEETING**

**DATE: 9/4/2018**

Consent Agenda \_\_\_\_\_

New Business X

Unfinished Business \_\_\_\_\_

Public Hearing \_\_\_\_\_

<b>ITEM (SUBJECT)</b>	Resolution 2018-20: Purchasing Policy
<b>DEPARTMENT</b>	Supervisor's Office
<b>PRESENTER</b>	Supervisor McNamara
<b>PHONE NUMBER</b>	734-699-8910
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	H.R. Director Sumpter

### Agenda topic

<b>ACTION REQUESTED</b>	
To consider adoption of Resolution 2018-20: Purchasing Policy.	
<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	
Attached Resolution 2018-20: Purchasing Policy amends Resolution 2012-18: Purchasing Policy as a standalone Policy with revisions in red.	
<b>BUDGET IMPLICATION</b>	none
<b>IMPLEMENTATION NEXT STEP</b>	
<b>DEPARTMENT RECOMMENDATION</b>	Approval
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	
<b>ATTORNEY RECOMMENDATION</b>	
(May be subject to Attorney/Client Privilege and not available under FOIA)	
<b>ADDITIONAL REMARKS</b>	None
<b>APPROVAL OF SUPERVISOR</b>	

Charter Township of Van Buren Amendment to Resolution NO. 2012-18: Purchasing Policy

WHEREAS, the Charter Township of Van Buren Board of Trustees recommends that the Purchasing policy under resolution 2012-18 be set apart as a standalone policy and hereby establishes **Resolution 2018-20: Purchasing Policy** effective \_\_\_\_\_ 2018 to be adopted upon review of the Board of Trustees and consultation with legal counsel;

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees as follows:

Section 1. The Board of Trustees adopts the **“Purchasing Policy”**.

Section 2. All ordinance, resolutions and regulations in conflict with this Resolution are hereby repealed to the extent of such conflict.



Charter Township of Van Buren Amendment to Resolution 2012-18

Purchasing Policy

**RESOLUTION NO. 2018-20: PURCHASING POLICY**

**1. Purpose:**

The purchasing policy is a valuable resource used to provide the Charter Township of Van Buren Administration and the general public a reference tool regarding the purchasing of goods and services. Sound purchasing operations will contribute to the economical and effective operation of the Charter Township of Van Buren.

Specifically, the purpose of a purchasing policy for the Charter Township of Van Buren is to:

- Ensure proper accounting procedures necessary to maintain efficient control over the Township's expenditures.
- Ensure necessary authorization is obtained for applicable expenditures.
- Detail specific procedures for emergency purchases.
- Identify eligible expenditure reimbursements.
- Identify proper reimbursement procedures due to cancellations of prepaid expenditures.
- Specify vendor selection guidelines.
- Detail the procedure for processing of invoices.
- Detail the procedure for check distribution.

**2. Expenditure Control:**

~~\$.00 — to \$999.99~~

~~Department head will use best judgment as to source of supply and number of quotations to solicit. Price comparison schedule to be filled out and attached to the purchase order on purchases that exceed \$499.00. Local purchase preferred~~

~~For amounts totaling (\$1.00 to \$999.99) - Department head will use best judgment as to source of supply and number of quotations to solicit. Price comparison schedule to be filled out and attached to the purchase order on purchases that exceed \$499.00. Local purchase preferred.~~

~~———— \$1,000.00 — to \$3,499.99~~

~~Department Director can authorize with his/her signature with concurrent approval and signature of one of the full time elected official on voucher/purchase order. Price comparison schedule to be filled out and attached to purchase order.~~

For amounts totaling (\$1,000.00 to \$3,499.99)- Department Director can authorize with his/her signature with concurrent approval and signature of the Township Supervisor, Clerk or Treasurer on voucher/purchase order. Price Comparison to be filled out and attached to purchase order.

~~\$3,500.00 to \$6,999.99~~

~~Department Director authorizes with his/her signature with concurrent approval and signature of two full-time elected officials. Price comparison schedule and /or reason for vendor selection to be filled out and attached to purchase order.~~

For amounts totaling (\$3,500.00 to \$6,999.99) - Department Director authorizes with his/her signature with concurrent approval and two signatures from either the Township Supervisor, Clerk or Treasurer. Price comparison schedule and/or reason for vendor selection to be filled out and attached to purchase order.

~~— \$7,000.00 to \$19,999.99~~

~~Informal (non-advertised bids) required. Written price quotes and/or price comparison schedule to be submitted to the Clerk's Office. Department Director will compile bids/quotations and have the concurrent approval and signatures of the three full-time elected officials.~~

For amounts totaling (\$7,000.00 to \$19,999.99) - Informal (non-advertised bids) required. Written price quotes and/or price comparison schedule to be submitted to the Clerk's Office. Department Director will compile bids/quotations and have the concurrent approval and signatures of the Township Supervisor, Clerk and Treasurer.

\$20,000.00 and higher

Formal, competitive sealed bids required. A Requested for Bids shall be developed by the Department Director responsible for the purchase, which shall be approved by the Township Supervisor and/or Township Board. The Request for Bids shall require interested bidders to provide the following information as appropriate:

For amounts totaling (\$20,000 and Higher) - Formal, competitive sealed bids required. A Request for Bids shall be developed by the Department Director responsible for purchase, which shall be approved by the Township Supervisor and/or Township Board. The Request for Bids shall require interested bidders to provide the following information as appropriate:

- Description of service or goods desired.
- Desired delivery date or commencement date.
- Desired termination date.
- Bidders qualification
- Warranties
- References



- Performance Bonds
- Acquisition cost, fees or other Township financial obligation.

The Request for Bids shall also indicate the following information:

- Deadline to submit bids
- Date, time and place that bids will be publicly opened.
- Address to which bids are to be submitted.

All request for bids shall include a statement that the Charter Township of Van Buren Board of Trustees reserves the right to accept or reject any or all bids to waive informalities or errors in the bidding process, and to accept any bid deemed to be in the best interest of the Township, including bids that are not for the lowest amount.

Sealed bids shall be submitted to the Township Clerk by a date and time specified, and shall be marked on the outside "sealed bid for \_\_\_\_\_ (indicate goods and services)." The Township Clerk or her/his designee and one Department Director shall publicly open all bids submitted at the date and time indicated on the request for bids. All bidders shall be notified of the contract award in a timely manner.

The Township Clerk is designated as the Purchasing Agent for the centralized purchasing. This entails the purchase of materials, supplies and services which affect all departments and the Township at large. Each department should inform the Clerk's office, in writing about a special purchase, in order for the Clerk to order supplies in advance.

Where practical, decisions should be based on three (3) competitive quotes. Exceptions to this requirement would be if the Department Director making the purchase determines there would be no advantage to the Township, by seeking additional quotes. Specific information shall be provided by the Department Director making the expenditure, explaining why three quotes were not obtained.

A local vendor that is within 5% of the low bid may be given preference, as long as all other items are comparable. If federal funds are to be used in the purchase, this provision will not apply and the selection of the successful bidder will be made on the lowest priced acceptable bid.

The Township reserves the right to reject any or all bids and to select the bid deemed in the best interest of the Township including bids that are not for the lowest amount.

No purchase shall be divided for the purpose of circumventing the dollar value limitation contained in this section. However, a series of purchases from one vendor which individually are within the above limits, but collectively exceed them, shall not be deemed to be one purchase for the purposes of this division if such series of purchases could not reasonably have been made at one time.



### **3. Purchase Orders:**

All purchases shall require the issuance of a purchase order as described in item #2 Expenditure Control, except for the following expenditures:

- Utilities
- Telephone
- Postage
- Publications
- Fuel Oil and Gasoline
- Intergovernmental Contracts
- Per Diems
- Insurance
- Payroll Withholdings
- Land Contracts
- Debt Service Payments
- Contractual Obligations
- Professional Services Authorized by the Township Board

Professional Services, i.e. attorney, auditor, engineer must be retained by action of the Township Board. Changes to be made on the basis of interviews and professional presentations before the Township Board.

~~Professional services for specialized, one time only project/programs expected to cost less than \$6,000 must be approved by the Township Board.~~

~~A change order in excess of \$2,500 will be noted to the Township Board unless already addressed in the contract agreement.~~

~~A purchase order shall be issued provided that the nature of the purchase is indicated, the account number is provided and the account has a sufficient balance.~~

### **4. Blanket Purchase Orders:**

Requests for blanket purchase orders shall be made in the same manner as other purchases. The blanket purchase order shall contain the vendor, a general description of item (s) requested, amount of appropriation, period of time the blanket order will remain valid (maximum of 1 year, but not beyond the current fiscal year) and account number to charge the expense.

After the blanket purchase order is issued, the Department Director shall draw on the order and keep a record of the cost of items received until the blanket purchase order is completed.

Department Directors shall be required to adhere to the requirements set forth in the expenditure control section of this policy, when issuing blanket purchase orders. When certain monetary

levels are exceeded the proper authorization, quotes and bids shall be obtained prior to the purchase.

**5. Expenditure Authorization:**

The Charter Township of Van Buren shall not be responsible for any obligations incurred by an official or employee that is contrary to the provisions of this administrative policy. Authorization shall be obtained through the proper channels discussed in this purchasing policy.

**6. Emergency Purchases:**

Occasionally, situations arise that do not allow pre-approval for expenditures. Situations that require immediate attention for the sake of public health and safety should be addressed accordingly. Such expenditures shall be permitted by the Department Director **and he or she shall notify the Supervisor as soon as possible explaining the purchase.** ~~The expenditure shall be provided by the Department Director, making the expenditure, to the Township Supervisor or his/her designee as soon as possible with the information explaining why the expenditure could not meet the pre-approval requirement.~~

# Charter Township of Van Buren

Agenda Item: \_\_\_\_\_

## REQUEST FOR BOARD ACTION

**WORK STUDY**

**DATE: 9/4/2018**

**BOARD MEETING**

**DATE: 9/4/2018**

Consent Agenda \_\_\_\_\_

New Business X

Unfinished Business \_\_\_\_\_

Public Hearing \_\_\_\_\_

<b>ITEM (SUBJECT)</b>	Resolution 2018-21: Credit Card Policy
<b>DEPARTMENT</b>	Supervisor's Office
<b>PRESENTER</b>	Supervisor McNamara
<b>PHONE NUMBER</b>	734-699-8910
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	H.R. Director Sumpter

### Agenda topic

<b>ACTION REQUESTED</b>	
To consider adoption of Resolution 2018-21: Credit Card Policy.	
<b>BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)</b>	
Attached Resolution 2018-21: Credit Card Policy amends Resolution 2012-18: Purchasing Policy as a standalone Policy with revisions in red.	
<b>BUDGET IMPLICATION</b>	none
<b>IMPLEMENTATION NEXT STEP</b>	
<b>DEPARTMENT RECOMMENDATION</b>	Approval
<b>COMMITTEE/COMMISSION RECOMMENDATION</b>	
<b>ATTORNEY RECOMMENDATION</b>	
(May be subject to Attorney/Client Privilege and not available under FOIA)	
<b>ADDITIONAL REMARKS</b>	None
<b>APPROVAL OF SUPERVISOR</b>	

Charter Township of Van Buren Amendment to Resolution NO. 2012-18: Purchasing Policy

WHEREAS, the Charter Township of Van Buren Board of Trustees recommends that the Credit Cards currently under the Purchasing policy be removed and set apart as a standalone policy and hereby establishes **Resolution NO. 2018-22: Credit Card Policy** effective \_\_\_\_\_ 2018 to be adopted upon review of the Board of Trustees and consultation with legal counsel;

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees as follows:

Section 1. The Board of Trustees adopts the “**Credit Card Policy**”.

Section 2. All ordinance, resolutions and regulations in conflict with this Resolution are hereby repealed to the extent of such conflict.



## RESOLUTION NO. 2018-21: CREDIT CARD POLICY

### Credit Cards

The Charter Township of Van Buren has a variety of credit cards. They include gasoline credit cards such as Marathon, Shell, etc., and specific vendor cards (i.e. Staples, Office Max, Meijer, etc.). The gasoline and vendor credit cards are issued in the name of Van Buren Township. The Township also has bank credit cards (i.e. Visa, MasterCard, American Express, etc.) issued in the names of various officials and employees. Credit cards issued to individual department directors and/or their designees must have the approval of the Township Supervisor.

Gasoline credit cards are on file with the Township Treasurer and may be checked out for use when traveling on township-related business.

Vendor credit cards are on file with the Township Clerk and may be obtained through that office. Credit cards issued in the names of officials and department directors shall be used infrequently and for such things as Internet purchases or purchases in which the standard practice of using purchase orders or vouchers is impractical. Credit card purchases shall be made following the guidelines as set forth in the Purchasing Policy with respect to purchasing thresholds, the need for quotes, etc.

Credit card holders will be expected to obtain purchase orders or vouchers prior to items being purchased on a credit card. However it is understood that there may be times when it is not possible to obtain a purchase order or voucher in advance. Examples of such circumstances include emergency or extraordinary circumstances, or purchase that may be made when attending conferences, seminars or training when access to purchase orders is not possible or the purchase is not anticipated. Receipts must be obtained for all purchases made using a credit card and submitted to the Clerk's Office for tracking to respective invoices/billings. **Failure to turn in a receipt, may result in the employee being held responsible for the transaction. In those instances when a purchase order or voucher has not been approved prior to the purchase, the credit card holder shall submit receipts clearly marked with the appropriate account to be charged immediately upon return to the township to properly account for the purchase.**

The credit card holder is responsible for one's card, properly safeguarding said card so that it is not stolen and to protect against identity theft. Should the card be stolen, lost or misplaced, it must be reported to the Township ~~Clerk~~ **Treasurer** immediately. Credit card privileges are subject to revocation at any time.

# Charter Township of Van Buren

Agenda Item: \_\_\_\_\_

## REQUEST FOR BOARD ACTION

**WORK STUDY**

**DATE: 9/4/2018**

**BOARD MEETING**

**DATE: 9/4/2018**

Consent Agenda \_\_\_\_\_

New Business X

Unfinished Business \_\_\_\_\_

Public Hearing \_\_\_\_\_

<b>ITEM (SUBJECT)</b>	Resolution 2018-22: Reimbursement of Travel, Meal and Lodging Expenses Policy.
<b>DEPARTMENT</b>	Supervisor's Office
<b>PRESENTER</b>	Supervisor McNamara
<b>PHONE NUMBER</b>	734-699-8910
<b>INDIVIDUALS IN ATTENDANCE (OTHER THAN PRESENTER)</b>	H.R. Director Sumpter

### Agenda topic

#### **ACTION REQUESTED**

To consider adoption of Resolution 2018-22: Reimbursement of Travel, Meal and Lodging Expenses Policy.

#### **BACKGROUND – (SUPPORTING AND REFERENCE DATA, INCLUDE ATTACHMENTS)**

Attached Resolution 2018-22: Reimbursement of Travel, Meal and Lodging Expenses Policy amends Resolution 2012-18: Purchasing Policy as a standalone Policy with revisions in red.

#### **BUDGET IMPLICATION**

none

#### **IMPLEMENTATION NEXT STEP**

#### **DEPARTMENT RECOMMENDATION**

Approval

#### **COMMITTEE/COMMISSION RECOMMENDATION**

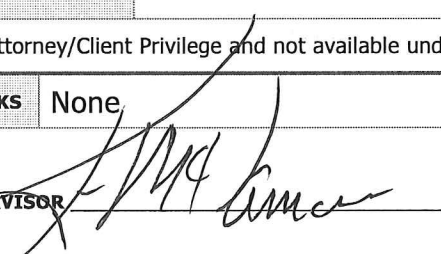
#### **ATTORNEY RECOMMENDATION**

(May be subject to Attorney/Client Privilege and not available under FOIA)

#### **ADDITIONAL REMARKS**

None

#### **APPROVAL OF SUPERVISOR**



Charter Township of Van Buren Amendment to Resolution NO. 2012-18

WHEREAS, the Charter Township of Van Buren Board of Trustees recommends that the Expenditure Reimbursement currently under the Purchasing policy be removed and set apart as a standalone policy and hereby establishes **Resolution No. 2018-22: Reimbursement of Travel, Meal and Lodging Expenses Policy** effective \_\_\_\_\_ 2018 to be adopted upon review of the Board of Trustees and consultation with legal counsel;

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees as follows:

Section 1. The Board of Trustees adopts the “**Reimbursement of Travel, Meal and Lodging Expenses Policy**”.

Section 2. All ordinance, resolutions and regulations in conflict with this Resolution are hereby repealed to the extent of such conflict.



## RESOLUTION NO. 2018-22:

### Reimbursement of Travel, Meal and Lodging Expenses Policy

#### 1. Expenditure Reimbursement:

##### A. Meals and Travel Expenses

The Charter Township of Van Buren shall reimburse all officials, directors and employees for necessary expenses incurred in the performance of their duties. **All are expected to exercise the same care in incurring expenses for Township related business as a prudent person would in spending personal funds.** ~~This includes allowable expenses incurred while attending training seminars or meetings specifically related to the performance of an elected or employment position with the Charter Township of Van Buren.~~ **This includes allowable expenses incurred while attending out-of-state and off-site pre-approved meetings, seminars, annual conferences and other educational events specifically related to the performance of an elected or employment position with the Charter Township of Van Buren.** No out of state or international travel will be allowed without prior approval of the Township Supervisor, Clerk and Treasurer.

The following items are reimbursable travel expenses:

- Mileage
- **Airfare**
- Meals and Lodging
- Parking fees
- Tolls

**Mileage** shall be reimbursed at the rate established annually by the Federal Government. ~~The actual and reasonable cost of meals shall be reimbursed.~~ **Mileage shall only be reimbursed for the usage of a personal vehicle when the commute to the official business-related off-site location exceeds the distance of the officials or employees normal commute to the workplace.** Officials and employees are expected to use their best judgment in determining the shortest route for the roundtrip. Reimbursement is to be calculated based off the roundtrip starting location to the end destination minus the normal roundtrip commute to the workplace. ~~Meal reimbursement vouchers are subject to review by the three full-time elected officials.~~

**Airfare** for officials, directors and employees should be obtained at the lowest possible rates that meets their business travel needs. Flights should be booked at a minimum of 30 days in advance to avoid premium rates. Only Economy or coach tickets will be reimbursed. If the official, directors or employees wish to go first class they shall pay for the difference between the higher cost and the economy or coach ticket at their own expense.

**Meal reimbursement** shall not take place if meals are provided as part of the training seminar.

The actual and reasonable cost of meals shall be reimbursed. Meal reimbursement vouchers are subject to review by the ~~three full-time elected officials.~~ **Township Supervisor, Clerk and Treasurer.**

**Lodging** for the officials, directors and employees will be reimbursed for a standard single-room at locations surrounding the business activity. Cancellations must be done in accordance to the hotels cancellation policy in order not to incur fees. Cancellation charges will not be reimbursed unless it is approved by the Township Supervisor, Clerk and Treasurer.

**Parking and Toll Fees** incurred for business travel will be reimbursed with a receipt only.

Travel advance will be issued when requested in advance. Within ~~one week~~ **five (5) business days** of returning from an approved conference or seminar, all prepaid advances shall be documented with receipts listed on a travel voucher for either additional reimbursement or repayment.

~~No out of state travel will be allowed. If it is decided that it is vital and necessary, it needs to have prior approval from the three full-time elected officials.~~

All request for reimbursements shall be listed on a travel voucher and submitted with receipts to document the request **within five (5) business days of returning from an approved business travel to receive full reimbursement. After such time the reimbursement reduces to 50% of the cost incurred.**

Employees are expected to use their best judgment when submitting for reimbursable expenses. The following list details specific items that **are not** allowable reimbursable expenses:

- Travel related expenses incurred on behalf of a spouse, companion, etc.
- General Entertainment
- Alcoholic Beverages
- Tobacco Products
- Any other expenditure not required by and directly related to the official activity.

## **B. Tax Exempt Status**

The Charter Township of Van Buren is a tax-exempt entity and is not required to pay tax. Occasionally, employees purchase goods and/or services with their own funds and submit for reimbursement. Whenever possible, employees should obtain a tax-exempt certificate from the Township Clerk prior to the purchase.

## **C. Reimbursement to Township for Cancellation of Prepaid Expenses**

The Charter Township of Van Buren shall from time to time prepay expenses for elected officials, directors and employees for approved expenditures. In the event of any cancellation the elected officials, directors and employees should whenever possible adhere to the cancellation policy of the company or event for proper reimbursement to the Township. If cancellation occurs for any reason other than an unforeseeable emergency the elected officials, directors and employees shall reimburse the Township in full within five (5) business days.



# Travel Expense Report

# Van Buren Charter Township

Employee Name: employee  
 Email:  
 Phone: 734-699-8900

Period  
 From:  
 To:

Manager Name: None  
 Department:

Purpose: Re-imbursement for travel  
 Location: Van Buren Township

Category	1/19/16 Tue	1/20/16 Wed	1/21/16 Thu	1/22/16 Fri	1/23/16 Sat	1/24/16 Sun	1/17/16 Sun	Totals
Location / Destination:	Travel to Detroit Metro Renaissance Center for MTA Conference.							

## Mileage Reimbursement and Expenses Paid by Employee

Business Miles:	0	0	0	0	0	0	0	
Rate: 0.54	-	-	-	-	-	-	-	-
Airfare, Baggage								-
Vehicle Rental								-
Bus, Train, Taxi, Tips	-	-	-	-	-	-	-	-
Parking								-
Lodging								-
Breakfast	-	-	-	-	-	-	-	-
Lunch								-
Dinner	-	-	-	-	-	-	-	-
Other (Itemize below)								-
Subtotal	-	-	-	-	-	-	-	-

Less Advances

Total Reimbursement

## Expenses Paid by Company Credit Card

Airfare, Baggage	-							-
Vehicle Rental								-
Bus, Train, Taxi, Tips								-
Parking								-
Lodging								-
Breakfast								-
Lunch								-
Dinner								-
Other (Itemize below)								-
Subtotal	-	-	-	-	-	-	-	-

Note: Attach receipts for (1) ALL lodging and (2) expenses \$75 or more

Total All Expenses

I certify that the above information is accurate and complete.

Note: All amounts listed in USD

Employee Signature Date

Authorized By Date

Print Name:

## **2. Processing Of Invoices**

### **A. Vendor Invoice or Expense Voucher:**

Requests for payments to vendors shall be documented in writing by a vendor invoice or, in the few instances where no invoice is forthcoming, by a written request by the department head requesting payment. Except for the rare exceptions (example: lost invoice), only original invoices shall be processed for payments, as statements or copies of invoices may result in duplicate payments.

Employee expense reimbursements shall be documented on an expense voucher prepared by the employee. Invoices and expense vouchers shall include the following:

- Vendor name and mailing address.
- Purpose of payment.
- Total amount due.
- Unit price and units delivered.
- Date of goods were delivered or services rendered.
- Attached purchase order or resolution.

### **B. Department Director Approval:**

The Department Director that is responsible for the budgetary cost center to which the expenses will be charged shall affix the account numbers to the invoice and shall sign the document.

Department Director's signature shall indicate the following:

- The expense has complied with all Township Authorization requirements.
- All prices and units on the invoice have been properly calculated.
- The account number being charged is the appropriate budgetary allocation for this expense.

### **C. Payable Processing Dates:**

Accounts payables are processed twice a month and checks are mailed the Friday after the Township board meeting.