



CHARTER TOWNSHIP OF PLAINFIELD
KENT COUNTY, MICHIGAN
6161 BELMONT AVENUE NE; BELMONT, MICHIGAN 49306

REGULAR BOARD MEETING
MARCH 3, 2014

Special Board Meeting – 6:30 P.M.

1. Interviews
 - a. Kerwin Keen - Planning Commission
 - b. John Walsh - Zoning Board of Appeals
 - c. Andrew Visser, alternate member - Zoning Board of Appeals

Regular Board Meeting – 7:00 P.M.

1. Call to order
2. Invocation – TBD
3. Pledge of Allegiance – Dale Pomeroy
4. Public comments*
5. Review Consent Agenda
 - a. Approve the February 18, 2014 regular meeting minutes
 - b. Approve the final preliminary plat approval, expiring February 11, 2016, for Eastern Meadow Plat
 - c. Approve the engineering services agreement with Prein & Newhof for the Sawkaw Area Water/Sewer project
 - d. Approve the Accounts Payable in the amount of \$437,945.58
6. Approval of Agenda, including the Consent Agenda and Accounts Payable
7. Old Business
 - a. Consider the draft Liquor License ordinance
8. New Business
 - a. Consider approving the purchase of 2013 Eldorado National 29 passenger shuttle bus from Hoekstra Transportation, Inc. totaling \$54,727 for the Plainfield Northview Senior program
9. Board discussions
 - a. Discuss the Township's role in economic development
 - b. Discuss the Board meeting format
10. Superintendent's comments
11. Board members' comments
12. Adjournment

***Citizens' comments** – In addition to providing the public with an opportunity to address the Township Board at the beginning of the meeting, an opportunity to comment on individual agenda items will be offered by the Chairman as they are presented.

Special Board Meeting – 6:30 P.M.

1. Interviews
 - a. Kerwin Keen - Planning Commission
 - b. John Walsh - Zoning Board of Appeals
 - c. Andrew Visser, alternate member - Zoning Board of Appeals



Jay Spencer <jay@plainfieldspencer.com>

Planning Commission Opening

Keen, Kerwin

Sat, Jan 11, 2014 at 10:08 AM

To: jay@plainfieldspencer.com

Cc: varwyngardenc@plainfieldchartertpw.org, waldenp@plainfieldchartertpw.org

Mr. Jay Spencer, Supervisor

Plainfield Township Offices

P.O. Box 365

Belmont, MI 49306-0365

Re: Planning Commission Opening

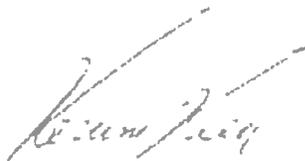
Dear Mr. Spencer:

I understand that our planning commission will have a position opening soon. I contacted Mr. Fischer, Community Development Director, and he has explained the duties, and commitments required for planning commission members.

Currently I am a member of the Zoning Board of Appeals. I have served as a citizen advisor to the (previous) Master Plan Advisory committee. Through my profession as a consulting engineer with Williams & Works, I have experience in working with planning commissions and for developers producing site plans for review.

Admittedly, in my career, there may be a potential where I would need to excuse myself from voting as conflict of interest may be present. I would disclose to any potential client and fellow planning commission members any conflicts.

If you feel that I could be of service to our community in this capacity, please let me know. I am normally available at the office between 7 am and 5 pm week days, or at home during the evenings.



Kerwin Keen, P.E.

[REDACTED]

PROFESSIONAL EXPERIENCE

PARADIGM DESIGN, INC.

Grand Rapids, MI

2001 - Present

John Walsh, PE has been involved with the design and construction of various public and private improvement projects during his position as a civil engineer. He has extensive experience in site planning and layout including the design and construction of new public and private roadways/parking lots, public water and sewer, as well as regional storm water collection and management facilities. John also specializes in private well and septic system layout, design, and inspection. John is a LEED Accredited Professional, and a licensed Professional Engineer in the State of Michigan.

SOILS AND MATERIALS ENGINEERING, INC.

Kalamazoo, MI

2000

John performed quality control inspections and laboratory testing for a variety of public road improvement projects as well as building projects, including Pre-Engineered Buildings.

EDUCATION

MICHIGAN TECHNOLOGICAL UNIVERSITY

Bachelor of Science Civil Engineering, 2001

RELATED EXPERIENCE

John has been a key design team member on a variety of projects over his career. More specifically related to site plans and work for municipal clients, John has 10 years of experience working on site plans in various states. His experience is heavily involved in project management and coordination with the Project Architect, MEP Engineering, and related sub-consultants and design-build contractors for each specific project. He has worked on sites varying in size from ¼ acre up to 50 acres.

His experience includes providing professional services beginning with concept planning and budget forecasting as well as design development, construction documents, permitting, and bidding and construction phase services.

ANDREW C. VISSEF

4331 Summerwind NE | Grand Rapids, MI | ~~XXXXXXXXXXXX~~

SKILLS PROFILE

- Just shy of twenty years of experience in different areas of finance, including investments, commercial real estate and development.
- Have developed and currently maintain multiple books of business. Client relations, betterment and retention.
- Ability to dissect, understand, and produce solutions in an array of applications. Including business strategy, pro forma analysis and creative investment options.
- Value-add.
- BBA from Grand Valley State, emphasis in Finance.

EMPLOYMENT HISTORY

Account Executive, Arthur J. Gallagher 5/1/2013 — Current
Grand Rapids, MI

- Responsible for growing AJG's client base in Grand Rapids and beyond.
- Heavy client and relationship based position, including inter-office and industry markets.
- Extensive knowledge of insurance and risk management, its effects on the bottom line and how to think "outside of the box" to achieve goals.

Vice President, NorthStar Commercial 7/1/2011 — Current
Grand Rapids, MI

- Specialize in Office, Retail, and Investment commercial real estate sales, leasing and development.
- Extensive tenant representation and negotiations in a variety of real estate and finance deals.
- Create alternative investment options for investors looking to get into the asset class.
- Portfolio, pro forma, and business financial analysis.
- Provide value-add and successful results for our clients.

Office Advisor, Grubb Ellis / Colliers International 9/1/2006 — 7/31/2011
Grand Rapids, MI

- Leading commercial real estate firm in Grand Rapids.
- Skill set focused on Office and Investment commercial real estate brokerage.

President, Tier-2 Bonds 8/1/2003 - 8/31/2006

Grand Rapids, MI

- Secondary bond market trading firm.
- Specialize in financial analysis and research, bond markets.
- Focus on providing fixed income products to the lower tier financial firms, pension funds, insurance companies and individual money managers. Clients across US.

Investment Advisor, Morgan Stanley

5/1/1999 – 7/31/2003

Grand Rapids, MI

ACTIVITIES

-MENTAL HEALTH FOUNDATION LOCAL FIRST GR FRIENDS OF PARKS, GOLF, SOFTBALL



5a

PLAINFIELD CHARTER TOWNSHIP
KENT COUNTY, MICHIGAN
PLAINFIELD CHARTER TOWNSHIP OFFICES
6161 BELMONT AVENUE NE, BELMONT, MICHIGAN 49306-9609
(616) 364-8466

DRAFT

Plainfield Charter Township
Regular Meeting
February 18, 2014

Regular Board Meeting-7:00 P.M.

1. The regular meeting of the Plainfield Charter Township Board was called to order at 7:00 p.m. by Supervisor Jay Spencer. Members present were: Supervisor Jay Spencer, Clerk Ruth Ann Karnes, Treasurer Bill Brinkman, Trustees Dave Grant, Vic Matthews, Dale Pomeroy, and Jon Rathbun. Absent: none. Also present were: Superintendent Cameron Van Wyngarden, Parks and Recreation Development Manager John Short, Public Service Director Rick Solle, and Buildings and Grounds Supervisor Dennis Hatchew.
2. The Invocation was offered by Frontline Community Church Pastor Blake Hicks.
3. The Pledge of Allegiance was led by Ruth Ann Karnes.
4. There were four public comments.
5. Three items were pulled from the consent agenda for further discussion and placed on the agenda as items 10-c, 10-d, and 10-e.
 - a. Approve the February 3, 2014 regular meeting minutes
 - b. Approve the petition from Treasurer to strike delinquent personal property taxes from the tax rolls
 - c. Introduction of an IFT request from Preferred Tool & Die Company and to set a public hearing for March 17, 2014
 - d. Approve the bid from MC Sandblasting of Newaygo, Michigan to paint and repair the Kroes water tank and the 5 Mile ground reservoir totaling \$124,150.00
 - e. Approve the request from Ruth Ann Karnes to attend the Michigan Association of Municipal Clerks Institute March 9 -14, 2014
 - f. Approve the request for Warren Smith to attend the Springbrook annual conference
 - g. Approve the request from the Northview Band Boosters to be recognized as a nonprofit organization operating in Plainfield Township and support their application for a charitable gaming license
 - h. Adopt a resolution authorizing Consumers Energy Company to make changes to the Standard Lighting Contract by removing old fixtures and replacing them with high pressure sodium
 - i. Receive the monthly Water, Fire, Passport, Building, Ordinance Enforcement, and Financial reports for January 2014
 - j. Receive the Annual Fire Report for 2013
 - k. Approve the Accounts Payable in the amount of \$403,856.21
6. Grant moved, with support by Pomeroy, to approve the agenda, as amended, (including consent agenda and Accounts Payable). Ayes: Spencer, Matthews, Rathbun, Pomeroy, Grant, Karnes, and Brinkman. Nays: 0. Motion carried.
7. Josh Zuiderveen of Streamworks, LLC, and Peter Miller, Conservation Chairperson of Schrems West Michigan Trout Unlimited, made a presentation proposing the removal of the Childsdale Dam debris from the Rogue River as part of a county cold water habitat project and asked the Township to contribute \$15,000 for the project, stating that involvement by the local government wherein the project lies greatly improves the project's eligibility for assistance from various foundations.

8. There were no public comments during the public hearing to consider potential projects for which funding may be applied under the Community Development Block Grant Small Cities Program for program year 2014-2015. Matthews moved, with support by Rathbun, to adopt a resolution to approve the Community Development Block Grant Funding Application for transportation services for the disabled and/or elderly under a contract with Hope Network (North Kent Transit). Ayes: Spencer, Matthews, Rathbun, Pomeroy, Grant, Karnes, and Brinkman. Nays: 0. Motion carried.
9. There was no old business.
10. New Business
 - a. Pomeroy moved, with support by Matthews, to approve in concept the wastewater, water, and road improvements project and authorize the design work for the Sawkaw, Kewadin, Nippon and Wyandotte area, with the stipulation that specific information on the cost of the engineering design by Prein & Newhof be presented at the March 3, 2014 regular Board meeting. Ayes: Spencer, Matthews, Rathbun, Pomeroy, Grant, Karnes, and Brinkman. Nays: 0. Motion carried.
 - b. Brinkman moved, with support by Rathbun, to approve the Sewer Revolving Fund Project Plan Amendment for Willow and Riverbank Sanitary Sewer Improvements. Ayes: Spencer, Matthews, Rathbun, Pomeroy, Grant, Karnes, and Brinkman. Nays: 0. Motion carried.
 - c. (added item) Karnes moved, with support by Matthews, to table the recommendation from Supervisor Spencer to appoint Kerwin Keen to the Planning Commission, John Walsh to the Zoning Board of Appeals, and Andrew Visser as an alternate to the Zoning Board of Appeals until the candidates have been introduced to and interviewed by the Board at the March 3, 2014 regular meeting. Ayes: Karnes, Matthews, Brinkman, Rathbun, and Pomeroy. Nays: Spencer and Grant. Motion carried.
 - d. (added item) Rathbun moved, with support by Karnes, to approve the purchase of a John Deere 3520 Compact Utility Tractor, including a loader, mower and snow blower, from Four Seasons Yard & Sport totaling \$35,030.28. Ayes: Brinkman, Pomeroy, Karnes, Spencer, Rathbun, and Matthews. Nays: Grant. Motion carried.
 - e. (added item) Grant moved, with support by Matthews, to approve the Jeff Ellis & Associates, Inc. 2014 Comprehensive Aquatic Risk Management Program, Option 2, not to exceed \$5,600.00 for Versluis Park. Ayes: 7. Nays: 0. Motion carried.
11. Discussion of the Township's role in economic development was postponed until the March 3, 2014 regular Board meeting due to the late hour.
12. Superintendent Van Wyngarden shared comments.
13. Supervisor Spencer shared comments.
14. The meeting adjourned at 9:37 p.m.

 Ruth Ann Karnes
 Plainfield Charter Township Clerk

 Date

 Jay D. Spencer
 Plainfield Charter Township Supervisor

 Date

CERTIFICATION

The undersigned, as the duly elected and acting clerk of the township, hereby certifies that the foregoing is a true and accurate copy of the regular meeting minutes of February 18, 2014 as approved by the Township Board of Plainfield Charter Township, at which a quorum was present.

 Plainfield Charter Township Clerk

 Date

5b



**PLAINFIELD CHARTER TOWNSHIP
COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING, ZONING & BUILDING SERVICES**

6161 BELMONT AVENUE N.E. • BELMONT, MI 49306 • PHONE 616-364-1190 • FAX: 616-364-1170
www.plainfieldchartertwp.or

MEMORANDUM

TO: Members of the Township Board
FROM: Bill Fischer, Community Development Director
DATE: February 25, 2014
RE: Eastern Meadows Plat – Final Preliminary Plat Extension Request

Mr. Jerry Hunefeld of Bolt & Hunefeld Builders, has returned to request another extension of Final Preliminary Plat Approval (Step 4 of 5) for the Eastern Meadows single-family residential development. If approved, this will be the fourth extension.

As a refresher, this project consists of subdividing about 3.95 acres into eight lots. The property is zoned R-1, Residential and is located south of the Georgia Street/Eastern Avenue intersection. The lots will be served by an extension of Eastern Avenue. Public sanitary sewer and water will also be provided. A copy of the development plan is attached.

This project received a favorable recommendation for Final Preliminary Plat (FPP) approval from the planning commission on June 26, 2007 and approval of the FPP from the township board on July 16, 2007. FPP approval gives the developer permission to construct the plat (grading, water, sewer, streets, etc.) based on plans that have been approved by the township and other authorities, such as the Kent County Road Commission (KCRC) and the Kent County Drain Commissioner (KCDC).

According to Section 28-62 of the Subdivision Ordinance, FPP approval is good for two years, or until July 16, 2009 per the 2007 approval. This section also indicates that up to a two-year period may be extended if granted by the township board. Subsequently, the township board granted an extension until April 6, 2010, followed by subsequent extensions that granted FPP approval until April 4, 2012, then again until February 28, 2014.

Township Board
Page 2
February 25, 2014

However, the developer has not started construction of the plat due to the economy, and he is now requesting another extension. Attached is a letter from Ms. Rebecca Page, representing Mr. Hunefeld, regarding this request.

The developer is not proposing any changes to what has already been approved by the township and county agencies. All of the technical aspects of this project, such as lot sizes, setbacks, stormwater management, etc. have been reviewed and approved by the township during the previous stages of plat approvals. At this time, the board is only being asked to give the developer more time to build his project/infrastructure.

The KCDC and KCRC have given this developer an extension (two years) until February 17, 2016 and February 11, 2016, respectively.

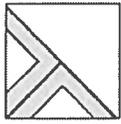
Recommendation. If the township board decides to grant an extension of Final Preliminary Plat approval, staff recommends the extension be granted until February 11, 2016 (to be consistent with KCRC and KCDC).

Notes:

-Please keep in mind that building permits for new homes cannot be issued until the township board has granted Final Plat approval (step 5 of 5). Mr. Hunefeld will need to return to the township board for Final Plat approval when all of the improvements are complete.

-Staff believes there is no “downside” to the township extending the life of this project. Mr. Hunefeld has invested a significant amount of time (as has the planning commission, township board and staff) and cost into engineering this plat and we don’t believe it is necessary to make him start the entire process over. The Eastern Meadows plat will be a nice in-fill project that is in character with the existing neighborhood.

Attachments



**DRIESENKA &
ASSOCIATES, INC.**

Engineering • Surveying • Testing

455 East 8th Street, Suite 100
Holland, Michigan 49423
Ph. (616) 396-0255 • Fax (616) 396-0100
www.driesenga.com

via electronic mail only

February 20, 2014

Mr. Bill Fischer
PLAINFIELD CHARTER TOWNSHIP
6161 Belmont Ave. NE
Belmont, MI 49306

**Re: Eastern Meadows Final Preliminary Plat (Section 120) Approval Extension
Part of the SE ¼ of Sec. 31 & SW ¼ of Sec. 32, T8N, R11W
Plainfield Charter Township, Kent County**

Dear Mr. Fischer:

On behalf of Bolt & Hunefeld Builders, developers of the Eastern Meadows project, we are requesting a two (2) year approval extension of the Eastern Meadows Final Preliminary Plat (Section 120). The Township Board originally approved this project in July 2007 and since that time the approvals have been extended. The Township Section 120 approval is set to expire on February 28, 2014. Please see attached for the requested \$200 extension fee.

As discussed per our phone conversation, copies of the Section 113 and 114 extension approvals from the Kent County Drain Commission (KCDC) and Kent County Road Commission (KCRC) were sent directly to you and therefore not attached to this submittal.

Due to the continued suppressed economy and residential market sales, the developer was unable to justify the development of this project. Bolt & Hunefeld Builders have invested much of their time and effort into the future development of this property and through the coordination with the KCRC and KCDC believe there is added benefit to developing this project in the future. As a result, we are requesting a two (2) year extension to the final preliminary plat for the Eastern Meadows project from the Township with the anticipation that it may be developed as the residential market is beginning to grow.

Please feel free to contact me at (616) 396-0255 or beckyp@driesenga.com if you have any questions, comments, or need additional information.

Sincerely,

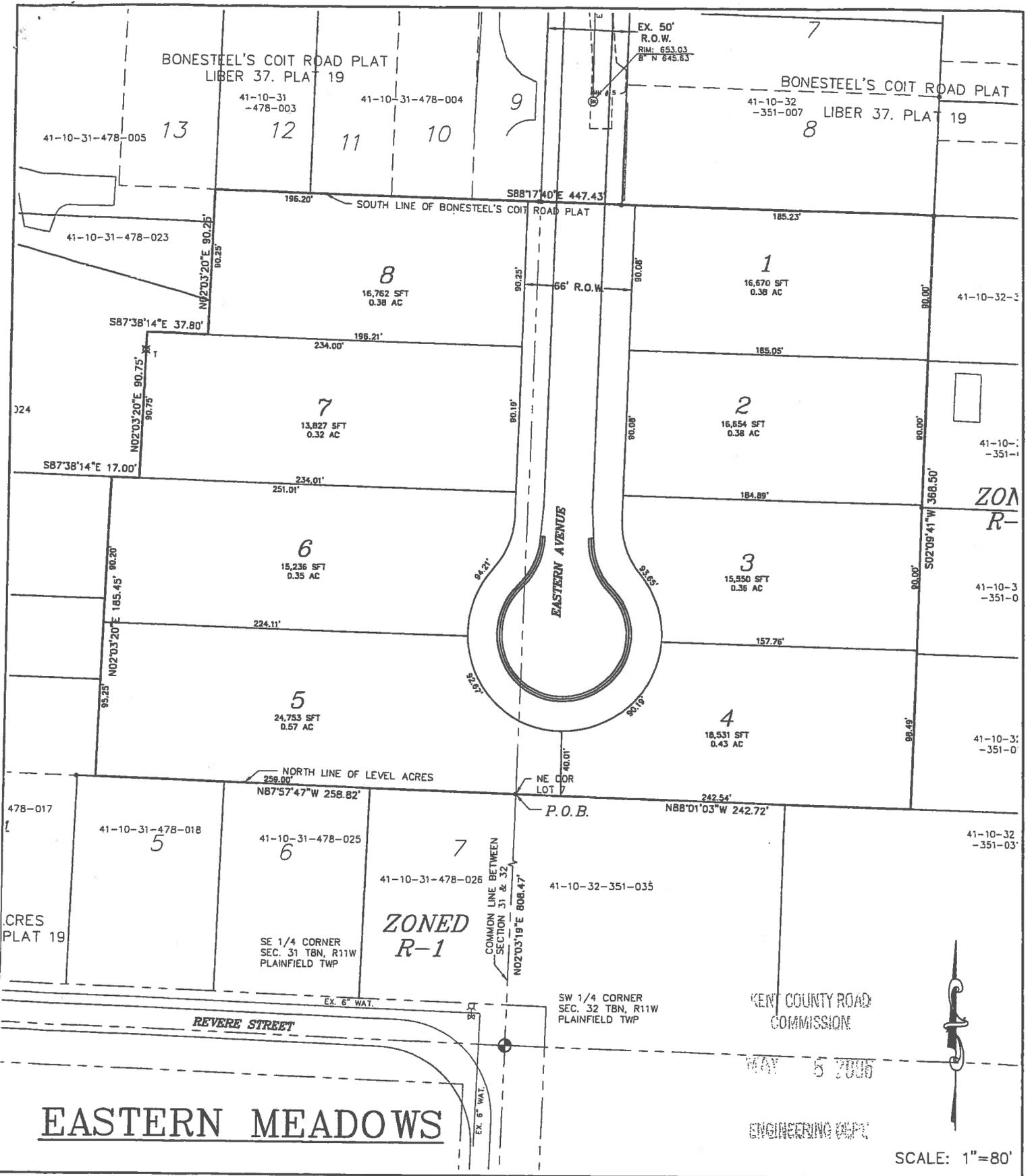
DRIESENKA & ASSOCIATES, INC.

Rebecca K. Page

Rebecca K. Page, P.E.
Project Manager

Cc: Jerry Hunefeld – Bolt & Hunefeld Builders (via e-mail only)
File

N:\Grand Rapids Replicated\Projects\2014\1430019.1A\docs\Township Section 120 Approval Extension.docx



DRISENGA & ASSOCIATES, INC.

www.driesenga.com

- Holland, MI - 616-396-0255
- Spring Lake, MI - 616-846-1960
- Cadillac, MI - 231-775-7769
- Grand Rapids, MI - 616-249-3800
- Kalamazoo, MI - 269-544-1455
- Indianapolis, IN - 317-571-3420

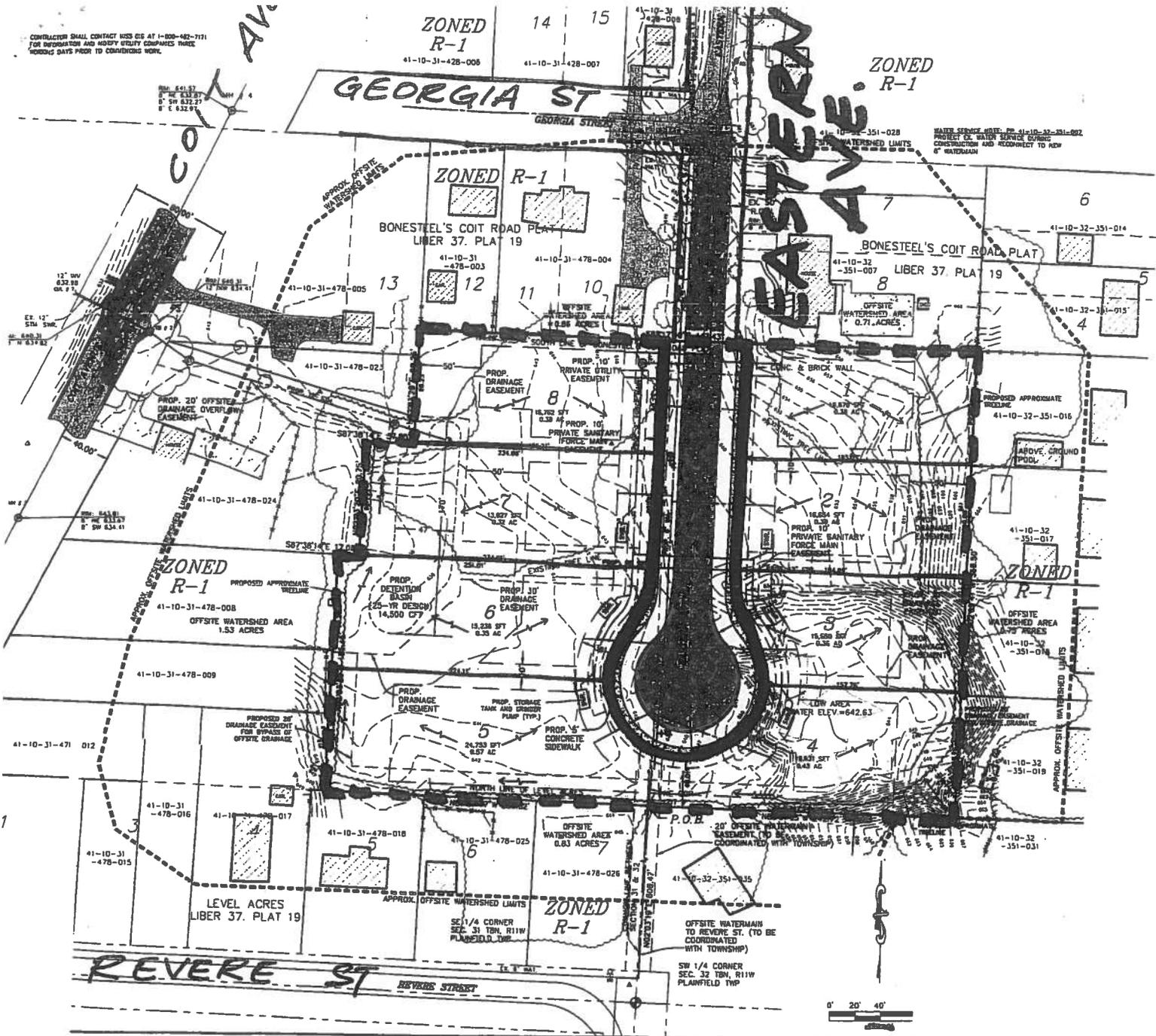


Eastern Meadows General Location Map



Eastern Meadows
3741 Eastern Ave. NE
41-10-31-478-022

CONTRACTOR SHALL CONTACT US AT 1-800-463-7171 FOR INFORMATION AND VERIFY UTILITY COMPANIES THREE WORKING DAYS PRIOR TO COMMENCING WORK.



EASTERN MEADOWS
SEC. 31 & 32, T8N, R11W PLAINFIELD TWP., KENT CO.
BOLT AND HUNEFELD BUILDERS - (PH 616-361-1520)
3700 WILD ROSE LANE NE
GRAND RAPIDS, MICHIGAN 49525
PRELIMINARY PLAT

DRIESENGA & ASSOCIATES, INC.

www.driesenga.com

Engineering
Surveying
Testing

Midland, MI - 616-396-0255

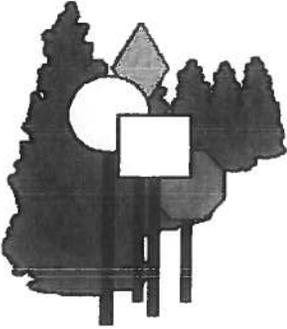
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Grand Rapids, MI - 616-249-3800

Kalamazoo, MI - 269-544-1455

Chicagonoga, IN - 317-571-3420



**Board of County Road Commissioners
of the County of Kent**

1500 Scribner Ave., N.W. Grand Rapids, MI 49504-3299
(616) 242-6900 Fax # (616) 242-6980

COPY

Chairman
Mark E. Rambo
Vice-Chairman
David M. Groenleer
Commissioner
Patrick G. Malone
Commissioner
David J. Morren
Commissioner
Fritz Wahlfield
Steven A. Warren
Managing Director
John L. Strauss
Director of Finance

Gentlemen:

The Board of County Road Commissioners of the County of Kent, at a regular meeting held on February 11, 2014, authorized granting an extension of preliminary plat approval for the following proposed plat:

Name of Plat: Eastern Meadows

Name of Owner: Bolt and Hunefeld Builders (Mr. Jerry Hunefeld)

Surveyor and Engineer: Driesenga & Associates, Inc. (Ms. Rebecca Page, PE)

Township: Plainfield

Description: SE ¼ Section 31 and SW ¼ Section 32

Approval expires the following date: February 11, 2016

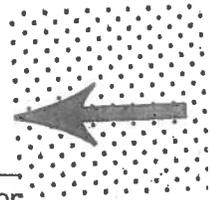
Preliminary approval covers lot layout (Lots 1-8), location, width of right-of-way and street cross section only. All project plans and documents shall conform to the current "Requirements and Specifications for Plat Development". Final approval will be given after all the requirements are fulfilled for the following roadway(s):

EASTERN AVENUE (extension).

The Board of County Road Commissioners respectfully suggests that sidewalks be provided in this development.

Very truly yours,


Steven A. Warren, Managing Director
Kent County Road Commission



cc: Driesenga and Associates
Clerk, Plainfield Charter Township
Kent County Drain Commission
Consumers Energy; Michigan Consolidated Gas Company; AT&T

Your Local Road Professionals
www.KentCountyRoads.net

OFFICE OF THE DRAIN COMMISSIONER

William R. Byl, Drain Commissioner
1500 Scribner NW, Grand Rapids, Michigan 49504-3233
Telephone (616) 336-3688 Fax: (616) 336-3575



February 17, 2014

Becky Page, P.E.
Driesenga & Associates, Inc.
455 E. 8th Street, Suite 100
Holland, MI 49423

**RE: Eastern Meadows
Section 31 & 32, T8N, R11W, Plainfield Township
KCDC File No. 1788**

Dear Ms. Page,

Re-submittal of the preliminary plat for Eastern Meadows was received on February 14, 2012. The previous preliminary approval was granted on February 17, 2012. At this time, the preliminary approval is extended for an additional two year period with the following condition:

- FEB 17, 2016*
- A geotechnical investigation of the soil within the proposed retention area shall be conducted for the water table elevation. The bottom of the basin shall be at least 4-ft above the highest known water table.

If you have any questions, please feel free to contact the Drain Office.

Sincerely,

Angie E. Latvaitis
Staff Engineer
Office of the Kent County Drain Commissioner

cc. file
Platboard
Brian Beuche, Road Commission
Jerry Hunefeld, Bolt & Hunefeld Builders
Bill Fischer, Plainfield Township
Rick Solle, Plainfield Township Engineer

Memorandum

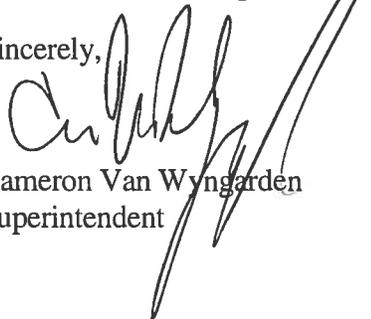
To: Township Board
From: Cameron L. Van Wyngarden, Township Superintendent
Date: 2/25/2014
Re: Engineering Services Summary – Sawkaw Area Project

Board,

Attached is a letter from Prein & Newhof explaining the engineering needs and associated cost for the Sawkaw area Water/Sewer project that was presented at our last meeting. This letter provides an estimate for the cost of engineering service for this project, however a final definitive cost will not be known until we are further into the project and certain existing conditions are better understood. Also, final cost may vary based on a number of factors during the course of the work that may have been unanticipated before work began.

I recommend the Board grant approval to Prein & Newhof to commence work on the Sawkaw area water/sewer project based on this information in addition to the information that was provided at the prior Board meeting.

Sincerely,



Cameron Van Wyngarden
Superintendent

February 24, 2014
2140085

Mr. Cameron Van Wyngarden, Superintendent
Plainfield Charter Township
6161 Belmont Avenue NE
Belmont, MI 49306

RE: Engineering Services Summary
Wastewater, Water, Sidewalk, and Road Improvements
Sawkaw, Kewadin, Nippon and Wyandotte Area

Dear Mr. Van Wyngarden:

In response to your request, we are forwarding to you a summary of the engineering services and tasks required for the project and an estimate of the engineering costs.

The design phase of the project includes aerial mapping, topographic and underground utility survey, soil boring, project design, drafting for preparation of construction plan sheets, MDEQ water main construction permit, MDEQ sanitary sewer construction permit, Kent County Road Commission construction permit activities, soil erosion permit plan and application, cost estimate updates, construction phasing and road design review meeting with Kent County Road Commission, design review meetings with Water Department and North Kent Sewer Authority, public information meetings, preparation of construction pay items, project specifications and bid/contract documents, and project bid and award activities.

There are a number of road and storm sewer work scope items that will not be determined until the snow clears and the roads can be inspected. As part of the design work, we will also have to determine if changes can be made to the easement route of the sanitary sewer to improve flow characteristics. The road right-of-ways are not the KCRC standard width and existing water and sewer locations do not comply with KCRC and MDEQ standards. Water and sewer design and location changes will have to be evaluated throughout the project area. We will be periodically updating project cost estimates and making a determination/recommendation on the assignment of cost to the various township funds. The estimated cost for project design is \$135,000.

The design cost does not include easement document and acquisition coordination activities. Once it is determined that changing easements is possible and feasible, the cost per parcel to prepare easement sketches, prepare easement documents, and perform a title search is approximately \$900. Easement acquisition meetings with property owners would be performed on a time and material basis. Some easement acquisitions can be accomplished with one meeting and some require multiple meetings.

The construction engineering phase of the work would start after the Township Board awards the construction project and would continue through project completion. Construction engineering work would include completing MDEQ permits, preconstruction meeting, coordination of the

Mr. Cameron Van Wyngarden
February 21, 2014
Page 2

construction schedule with the Kent County Road Commission and area residents, water and sewer construction staking, road and sidewalk construction staking, easement staking if required, soil compaction testing, construction observation and coordination, coordination with individual home owners as construction proceeds, sanitary sewer and water main performance test observation, construction as-built measurements and preparation of record plans, traffic control coordination, final restoration observation, preparation of monthly partial pay estimates, preparation of change order documents, coordination of township approval of pay estimates and change orders, property iron replacement, and other tasks necessary to complete and close out the project. It is anticipated that utility and underground construction and road reconstruction will occur and be complete by November, 2014. Yard restoration would occur during late summer and the fall of 2014. It is planned that final restoration and inspection along with reseeding areas as necessary will occur in the spring of 2015. Final project completion will not occur until the spring of 2015 after all final restoration is complete and accepted by the Township. The estimate for the construction phase of the engineering work is \$170,000.

The construction phase engineering is dependent to a large degree on the work efficiency of the contractor selected by the competitive bid process and weather conditions. In particular, weather conditions may impact final project paving and restoration activities and may cause the work to be extended over a longer period of time. We build a number of time deadlines and requirements into the construction documents but adverse weather may require us to grant the contractor more time to complete the project. In addition, it should be noted that we have to structure the contractor's access to the work area and provide construction phasing deadlines to make sure we are not closing down traffic and access in the entire neighborhood during the construction activity. To ensure routine home owner access to their property and to allow emergency vehicle access, the contractor will of necessity be limited in the work areas that he is allowed to occupy at any given time. This is a key construction phase coordination effort that will have to be managed throughout the construction project. This will require constant coordination and communication with residents, Kent County Road Commission, and township officials.

If you have any questions, please call.

Sincerely,

Prein&Newhof



Robert Vander Male, P.E.

RVM/mvk

cc: Mr. Rick Solle, P.E., Director of Public Services

5d

Board Meeting 03/03/2014

Accounts Payable

Check Detail



Check Number	Check Date			Amount
AVSAPP - A. VAN STENSEL & SON, LLC 101-295-840-001				
72065	03/03/2014			
Inv	133261.B			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	08/22/2013	Appraisal=4135 Willow	101-295-840-001	400.00
	Inv 133261.B Total			400.00
Inv	133373			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	08/07/2013	Appraisal=2574 Konkle	101-295-840-001	400.00
	Inv 133373 Total			400.00
72065 Total:				800.00
AVSAPP - A. VAN STENSEL & SON, LLC Total:				800.00
BARNAS - BARNAS & ASSOCIATES, LLC 101-209-830-000				
72066	03/03/2014			
Inv	BA2013-156			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	02/20/2014	Appraisal/JFB Real Estate,4558 West River Dr	101-209-830-000	3,000.00
	Inv BA2013-156 Total			3,000.00
72066 Total:				3,000.00
BARNAS - BARNAS & ASSOCIATES, LLC Total:				3,000.00
BELAIR - BEL AIR AUTO SERVICE/ADAM GORDON 250-448-831-000				
72067	03/03/2014			
Inv	2648			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	02/18/2014	Final installment 2013/14 plow season=CPDDA	250-448-831-000	2,250.00
	Inv 2648 Total			2,250.00
72067 Total:				2,250.00

Check Number	Check Date		Amount
BELAIR - BEL AIR AUTO SERVICE/ADAM GORDON Total:			2,250.00
CASTWP - CASCADE CHARTER TOWNSHIP			
72068	03/03/2014		
Inv	JAN2014		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/10/2014	Jan'14 Building Inspections(50)	542-371-702-005	2,550.00
Inv JAN2014 Total			2,550.00
72068 Total:			2,550.00
CASTWP - CASCADE CHARTER TOWNSHIP Total:			2,550.00
CLEARI - CLEAR IMAGE AUTO GLASS 101-336-932-000			
72069	03/03/2014		
Inv	35563		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/19/2014	Repl.left windshield=E-1	101-336-932-000	789.03
Inv 35563 Total			789.03
72069 Total:			789.03
CLEARI - CLEAR IMAGE AUTO GLASS Total:			789.03
GOODAJ - GOODALE, JACK			
72070	03/03/2014		
Inv	FACADEGRANT		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/25/2014	Facade Improvement Grant=3661 Plainfield	247-728-970-001	3,500.00
Inv FACADEGRANT Total			3,500.00
72070 Total:			3,500.00
GOODAJ - GOODALE, JACK Total:			3,500.00
GRGRAV - GRAND RAPIDS GRAVEL CO.			
72071	03/03/2014		
Inv	PAYBACK5592		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/09/2014	SW Trunkage Payback per Agmt=5592 Stony View	590-000-632-000	250.00
Inv PAYBACK5592 Total			250.00

Check Number	Check Date		Amount
72071 Total:			250.00
GRGRAV - GRAND RAPIDS GRAVEL CO. Total:			250.00
KMNORT - K&M NORTHFIELD DODGE			
72072	03/03/2014		
Inv	FACADEGRANT		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/25/2014	Facade Improvement Grant=4100 Plainfield	247-728-970-001	3,500.00
Inv FACADEGRANT Total			3,500.00
72072 Total:			3,500.00
KMNORT - K&M NORTHFIELD DODGE Total:			3,500.00
MAAXXX - MICHIGAN ASSESSORS ASSOC. 101-209-865-000			
72073	03/03/2014		
Inv	MAA-011-14		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/13/2014	Advertisement=Twp Assessor position	101-209-830-000	75.00
Inv MAA-011-14 Total			75.00
72073 Total:			75.00
MAAXXX - MICHIGAN ASSESSORS ASSOC. Total:			75.00
MACXXX - MAMC			
72074	03/03/2014		
Inv	REGISTRATION		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/25/2014	Institute registration=R.Karnes	101-215-865-000	600.00
Inv REGISTRATION Total			600.00
72074 Total:			600.00
MACXXX - MAMC Total:			600.00
MATTHE - MATTHEWS, VICTOR 101-410-865-000			
72075	03/03/2014		
Inv	EXPENSES		
<u>Line Item Date</u>	<u>Line Item Description</u>		

Check Number	Check Date			Amount
01/31/2014		Bus ride to MTA Conference	101-101-860-000	45.00
01/31/2014		Lodging=MTA Conference	101-101-860-000	252.00
Inv EXPENSES Total				297.00
72075 Total:				297.00
MATTHE - MATTHEWS, VICTOR Total:				297.00
MTAXXX - MICHIGAN TOWNSHIP ASSOC				
72076	03/03/2014			
Inv	119800			
<u>Line Item Date</u>		<u>Line Item Description</u>		
02/13/2014		Renewal of Michigan Twp Focus=Assessor	101-250-956-000	30.00
Inv 119800 Total				30.00
72076 Total:				30.00
MTAXXX - MICHIGAN TOWNSHIP ASSOC Total:				30.00
MUNICO - MUNICIPAL CODE CORPORATION				
72077	03/03/2014			
Inv	239089			
<u>Line Item Date</u>		<u>Line Item Description</u>		
02/12/2014		Copy of Supplement No 8 to the Code of Ordinances	101-215-900-000	786.27
Inv 239089 Total				786.27
72077 Total:				786.27
MUNICO - MUNICIPAL CODE CORPORATION Total:				786.27
OTTAWA - OTTAWA COUNTY				
72078	03/03/2014			
Inv	REGISTRATION			
<u>Line Item Date</u>		<u>Line Item Description</u>		
02/25/2014		MI Apt Markets & Valuation Issues class=T.Zimmerm	101-209-865-000	30.00
Inv REGISTRATION Total				30.00
72078 Total:				30.00
OTTAWA - OTTAWA COUNTY Total:				30.00

Check Number	Check Date			Amount
STATEP - STATE OF MICHIGAN				
72079	03/03/2014			
Inv	AMBROSERDG2013			
<u>Line Item Date</u>	<u>Line Item Description</u>			
02/25/2014	2013 Ambrose Ridge PILOT pymt	701-000-223-000	-	40,567.50
Inv AMBROSERDG2013 Total				40,567.50
72079 Total:				40,567.50
STATEP - STATE OF MICHIGAN Total:				40,567.50
UB*01466 - BELMONT CASH GROCERY				
72080	03/03/2014			
Inv				
<u>Line Item Date</u>	<u>Line Item Description</u>			
02/21/2014	Refund Check	591-000-202-000	-	5.05
02/21/2014	Refund Check	590-000-202-000	-	11.40
Inv Total				16.45
72080 Total:				16.45
UB*01466 - BELMONT CASH GROCERY Total:				16.45
UB*01467 - DUITSMAN, KATIE				
72081	03/03/2014			
Inv				
<u>Line Item Date</u>	<u>Line Item Description</u>			
02/21/2014	Refund Check	591-000-202-000	-	72.62
Inv Total				72.62
72081 Total:				72.62
UB*01467 - DUITSMAN, KATIE Total:				72.62
UB*01468 - BECKETT, TIMOTHY/WENDY				
72082	03/03/2014			
Inv				
<u>Line Item Date</u>	<u>Line Item Description</u>			
02/21/2014	Refund Check	591-000-202-000	-	1.86
02/21/2014	Refund Check	591-000-202-000	-	6.06
02/21/2014	Refund Check	590-000-202-000	-	17.69
02/21/2014	Refund Check	590-000-202-000	-	21.73

Check Number	Check Date		Amount
Inv Total			47.34
72082 Total:			47.34
UB*01468 - BECKETT, TIMOTHY/WENDY Total:			47.34
UB*01469 - DUDKIN (O), PETER			
72083	03/03/2014		
Inv			
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/21/2014	Refund Check	591-000-202-000	4.42
02/21/2014	Refund Check	590-000-202-000	12.89
02/21/2014	Refund Check	590-000-202-000	15.85
Inv Total			33.16
72083 Total:			33.16
UB*01469 - DUDKIN (O), PETER Total:			33.16
WELLFL - WELLS FARGO FINANCIAL LEASING 101-250-830-000			
72084	03/03/2014		
Inv	5000910233		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/17/2014	Monthly Xerox copier leases(2)=Town hall	101-250-830-000	1,386.32
Inv 5000910233 Total			1,386.32
72084 Total:			1,386.32
WELLFL - WELLS FARGO FINANCIAL LEASING Total:			1,386.32
WILTSE - WILTSE, DAVID			
72085	03/03/2014		
Inv	6373		
<u>Line Item Date</u>	<u>Line Item Description</u>		
02/17/2014	Business cards=B.Fischer(500)/S.Thompson(500)	101-400-727-000	101.00
Inv 6373 Total			101.00
72085 Total:			101.00
WILTSE - WILTSE, DAVID Total:			101.00
CNSMRE - CONSUMERS ENERGY			

Check Number Check Date

Amount

0 03/03/2014
 Inv FEB2014

<u>Line Item Date</u>	<u>Line Item Description</u>		
02/25/2014	6161 BELMONT AVE = 653	101-265-920-002	1,503.73
02/25/2014	8397 BELMONT AVE = 979	101-265-920-002	25.57
02/25/2014	5205 PLAINFIELD AVE = 295	101-265-920-003	95.55
02/25/2014	5205 PLAINFIELD AVE = 600	101-265-920-003	444.90
02/25/2014	6361 PACKER DRIVE = 581	101-276-920-000	23.52
02/25/2014	TWP SIRENS = 597	101-336-889-000	244.59
02/25/2014	3733 7 MILE ROAD = 896	101-336-889-000	35.74
02/25/2014	7921 BELMONT AVE = 755	101-336-889-000	37.04
02/25/2014	6145 BELMONT AVE = 847	101-336-920-000	746.43
02/25/2014	3277 INDIAN DRIVE = 722	101-751-920-000	45.12
02/25/2014	5747 BELMONT AVE = 126	101-751-920-000	60.31
02/25/2014	2650 5 MILE ROAD = 198	101-790-920-000	2,833.50
02/25/2014	3939 WEST RIVER DRIVE = 039	101-791-920-000	312.43
02/25/2014	3943 WEST RIVER DRIVE = 278	101-791-920-000	75.22
02/25/2014	3943 W RIVER/STLT= 875	101-791-920-000	68.80
02/25/2014	6440 WEST RIVER DRIVE = 524	101-803-920-000	57.08
02/25/2014	3865 WEST RIVER DRIVE = 628	250-448-920-000	61.34
02/25/2014	3958 WEST RIVER DRIVE = 526	250-448-920-000	354.87
02/25/2014	3970 WEST RIVER-WPT = 384	250-448-920-000	441.54
02/25/2014	3830 CORDES = 281	591-537-920-000	43.07
02/25/2014	691 NETHERFIELD STREET = 989	591-537-920-000	34.57
02/25/2014	950 BUTH DRIVE = 605	591-537-920-000	2,004.01
02/25/2014	2755 ROCKHILL DRIVE = 804	591-537-920-000	146.62
02/25/2014	2898 10 MILE ROAD = 100	591-537-920-000	62.74
02/25/2014	3670 VERSLUIS PARK = 022	591-537-920-000	1,168.86
02/25/2014	3815 EAST BELTLINE AVE = 799	591-537-920-000	238.22
02/25/2014	5220 WOODFIELD CT = 007	591-537-920-000	15,038.02
02/25/2014	4388 KROES STREET = 332	591-537-920-000	52.32
02/25/2014	6758 KUTTSHILL DRIVE = 649	591-537-920-000	813.09
02/25/2014	7500 PINE ISLAND DRIVE = 185	591-537-920-000	381.04
02/25/2014	4305 5 MILE RD NW = 537	591-537-920-000	40.62

Inv FEB2014 Total

27,490.46

0 Total:

27,490.46

CNSMRE - CONSUMERS ENERGY Total:

27,490.46

DTEENE - DTE ENERGY

0 03/03/2014
 Inv FEB2014

<u>Line Item Date</u>	<u>Line Item Description</u>		
02/25/2014	6161 BELMONT AVE = 025	101-265-920-002	1,522.51
02/25/2014	5205 PLAINFIELD AVE = 018	101-265-920-003	1,731.66
02/25/2014	4343 PLAINFIELD AVE = 042	101-336-920-000	2,319.99
02/25/2014	4383 PLAINFIELD AVE = 026	101-336-920-000	1,003.36
02/25/2014	6145 BELMONT AVE = 028	101-336-920-000	1,428.94
02/25/2014	2650 5 MILE ROAD = 019	101-790-920-000	646.95
02/25/2014	3939 WEST RIVER DRIVE = 041	101-791-920-000	200.20

Check Number	Check Date		Amount
02/25/2014		5255 GRAND RIVER DRIVE = 012	101-795-920-000 596.49
02/25/2014		6440 WEST RIVER DRIVE = 016	101-803-920-000 227.04
02/25/2014		5220 WOODFIELD COURT = 014	591-537-921-000 26.87
02/25/2014		5220 WOODFIELD COURT = 016	591-537-921-000 1,678.76
02/25/2014		5220 WOODFIELD COURT = 039	591-537-921-000 26.87
02/25/2014		6758 KUTTSHILL DRIVE = 047	591-537-921-000 113.30
02/25/2014		950 BUTH DRIVE = 062	591-537-921-000 70.45
02/25/2014		2755 ROCKHILL DRIVE = 013	591-537-921-000 297.03
02/25/2014		4388 KROES ST = 096	591-537-921-000 27.61
02/25/2014		3805 E BELTLINE AVE = 112	591-537-921-000 27.61
02/25/2014		7500 PINE ISLAND DR = 104	591-537-921-000 26.87
02/25/2014		4305 5 MILE RD NE = 082	591-537-921-000 63.80
02/25/2014		5195 PLAINFIELD AVE = 059	591-538-920-000 3,522.70
Inv FEB2014 Total			15,559.01

0 Total: 15,559.01

DTEENE - DTE ENERGY Total: 15,559.01

PRIORH - PRIORITY HEALTH

0 03/03/2014
Inv 140470000636

<u>Line Item Date</u>	<u>Line Item Description</u>		
02/15/2014	HEALTH INSURANCE PREMIUM	101-172-717-000	2,855.77
02/15/2014	HEALTH INSURANCE PREMIUM	101-201-717-000	1,716.88
02/15/2014	HEALTH INSURANCE PREMIUM	101-209-717-000	5,006.09
02/15/2014	HEALTH INSURANCE PREMIUM	101-215-717-000	1,427.89
02/15/2014	HEALTH INSURANCE PREMIUM	101-253-717-000	2,499.61
02/15/2014	HEALTH INSURANCE PREMIUM	101-265-717-000	6,475.85
02/15/2014	HEALTH INSURANCE PREMIUM	101-336-717-000	15,946.53
02/15/2014	HEALTH INSURANCE PREMIUM	101-400-717-000	2,510.88
02/15/2014	HEALTH INSURANCE PREMIUM	101-850-717-000	1,784.75
02/15/2014	HEALTH INSURANCE PREMIUM	542-371-717-000	1,619.07
02/15/2014	HEALTH INSURANCE PREMIUM	591-530-717-000	3,058.22
02/15/2014	HEALTH INSURANCE PREMIUM	591-537-717-000	7,390.62
02/15/2014	HEALTH INSURANCE PREMIUM	591-538-717-000	8,419.24
02/15/2014	HEALTH INSURANCE PREMIUM	591-850-717-000	558.09

Inv 140470000636 Total 61,269.49

0 Total: 61,269.49

PRIORH - PRIORITY HEALTH Total: 61,269.49

ADVNEW - ADVANCE NEWSPAPERS 101-215-900-000

0 02/21/2014
Inv 4750017

<u>Line Item Date</u>	<u>Line Item Description</u>		
12/07/2013	Dec'13 Ad=Lifeguards/Versluis	101-751-775-000	72.40

Check Number	Check Date		Amount
		Inv 4750017 Total	72.40
Inv	4756385		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	12/21/2013	Dec'13 Ad=Lifeguards/Versluis	101-751-775-000 36.20
			-
		Inv 4756385 Total	36.20
Inv	4758668		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	12/28/2013	Dec'13 Ad=Lifeguards/Versluis	101-751-775-000 36.20
			-
		Inv 4758668 Total	36.20
0 Total:			144.80
ADVNEW - ADVANCE NEWSPAPERS Total:			144.80
AIRGAS - AIRGAS USA, LLC			
0	02/21/2014		
Inv	9914799603		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	11/30/2013	Monthly cylinder rental	591-538-745-000 142.41
			-
		Inv 9914799603 Total	142.41
Inv	9915576865		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	12/31/2013	Monthly cylinder rental	591-538-745-000 146.91
			-
		Inv 9915576865 Total	146.91
0 Total:			289.32
AIRGAS - AIRGAS USA, LLC Total:			289.32
ALLIEW - REPUBLIC SERVICES #240			
0	02/21/2014		
Inv	0240-005961142		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/15/2014	Monthly trash removal=TH	101-265-830-002 45.26
	01/15/2014	Monthly trash removal=B&G	101-265-830-003 71.27
	01/15/2014	Monthly Rolloff (30yd)=B&G	101-265-830-003 51.44
	01/15/2014	Monthly Rolloff (20yd)=Plfd Cem	101-276-830-000 383.39
	01/15/2014	Monthly trash removal=Fire St#3	101-336-830-000 41.25
	01/15/2014	Monthly trash removal=Plfd Lib	101-790-830-000 71.27

Check Number	Check Date			Amount
01/15/2014		Monthly trash removal=CPDDA#2	250-448-831-000	21.05
01/15/2014		Monthly trash removal=CPDDA	250-448-831-000	43.44
01/15/2014		Monthly trash removal/recylce=Wtr Dist	591-530-830-000	93.68
01/15/2014		Monthly trash removal=Wtr PI	591-537-830-000	71.27
Inv 0240-005961142 Total				893.32

0 Total: 893.32

ALLIEW - REPUBLIC SERVICES #240 Total: 893.32

ANYTIM - ANYTIME FITNESS 101-336-830-000

0 02/21/2014

Inv JAN2014

<u>Line Item Date</u>	<u>Line Item Description</u>			
01/12/2014	Monthly gym membership=Fire St#3	101-336-830-000	-	152.00

Inv JAN2014 Total 152.00

0 Total: 152.00

ANYTIM - ANYTIME FITNESS Total: 152.00

ATTMOB - AT&T MOBILITY 591-530-851-000

0 02/21/2014

Inv 84275344912

<u>Line Item Date</u>	<u>Line Item Description</u>			
12/13/2013	Monthly High Speed Internet=Comm.Ctr	101-795-830-000	-	70.00

Inv 84275344912 Total 70.00

Inv X01092014

<u>Line Item Date</u>	<u>Line Item Description</u>			
01/22/2014	Monthly Wifi=Handheld GPS Unit	591-530-851-000	-	61.32

Inv X01092014 Total 61.32

0 Total: 131.32

ATTMOB - AT&T MOBILITY Total: 131.32

AWWACO - AWWA

0 02/21/2014

Inv 7000702197

<u>Line Item Date</u>	<u>Line Item Description</u>			
12/01/2013	Membership Renewal=R.Solle	591-530-956-000	-	170.00

Check Number	Check Date			Amount
		Inv 7000702197 Total		170.00
Inv	7000746328			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	03/01/2014	Membership Renewal=M.Weldon	591-530-956-000	174.00
				-
	Inv 7000746328 Total			174.00
Inv	7000746769			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	03/01/2014	Membership Renewal=W.Wiersema	591-530-956-000	174.00
				-
	Inv 7000746769 Total			174.00
Inv	DT4771652			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/09/2014	Water Treatment Short Course II=J.Ouzts	591-537-865-000	430.00
				-
	Inv DT4771652 Total			430.00
	0 Total:			948.00
	AWWACO - AWWA Total:			948.00
	BEAVER - BEAVER RESEARCH COMPANY 101-336-931-000			
0	02/21/2014			
Inv	205900			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/07/2014	Bolt buster penetrant	101-336-775-000	148.50
				-
	Inv 205900 Total			148.50
	0 Total:			148.50
	BEAVER - BEAVER RESEARCH COMPANY Total:			148.50
	BESTBU - BEST BUY COMPANY, INC.			
0	02/21/2014			
Inv	1018726			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/17/2014	New computer monitor=Clerk	101-215-970-000	299.98
				-
	Inv 1018726 Total			299.98
Inv	1041248			

Check Number	Check Date			Amount
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/16/2014	Backup hard drive for apparatus computers	101-336-727-000	109.99
	Inv 1041248 Total			109.99
0 Total:				409.97
BESTBU - BEST BUY COMPANY, INC. Total:				409.97
CLARKH - CLARK HILL PLC				
0	02/21/2014			
Inv	524128			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/15/2014	Dec'13 Legal=Part-time EE/ACA questions	101-210-821-001	382.50
	Inv 524128 Total			382.50
0 Total:				382.50
CLARKH - CLARK HILL PLC Total:				382.50
COMCAS - COMCAST 101-336-830-000				
0	02/21/2014			
Inv	JAN2014			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/16/2014	Monthly HD Cable Service=Fire St#1	101-336-830-000	10.48
	Inv JAN2014 Total			10.48
0 Total:				10.48
COMCAS - COMCAST Total:				10.48
CORRPR - CORRPRO COMPANIES, INC.				
0	02/21/2014			
Inv	211467			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/09/2014	Anodes(10-corrosion protection)-Weld caps(20)	591-538-935-000	1,712.04
	Inv 211467 Total			1,712.04
0 Total:				1,712.04
CORRPR - CORRPRO COMPANIES, INC. Total:				1,712.04

Check Number	Check Date			Amount
CUNNIN - CUNNINGHAM COMMUNICATIONS, INC 591-530-830-000				
0	02/21/2014			
Inv	14010106147			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/01/2014	Monthly answering service=Wtr Dist.	591-530-830-000	90.35
	Inv 14010106147 Total			90.35
0 Total:				90.35
CUNNIN - CUNNINGHAM COMMUNICATIONS, INC Total:				90.35
DENCOD - DENCO DISTRIBUTING, INC.				
0	02/21/2014			
Inv	17090			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	12/31/2013	4-Wire Flat Conn.-Black spray paint	101-265-775-000	27.64
	Inv 17090 Total			27.64
0 Total:				27.64
DENCOD - DENCO DISTRIBUTING, INC. Total:				27.64
EASTJO - EJ				
0	02/21/2014			
Inv	3678305			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	12/31/2013	Repair clamps for WM breaks	591-538-935-000	1,509.85
	Inv 3678305 Total			1,509.85
Inv	3678306			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	12/18/2013	Swivel flg for hydrant repairs	591-538-936-000	720.00
	Inv 3678306 Total			720.00
0 Total:				2,229.85
EASTJO - EJ Total:				2,229.85
EGANAN - ANDY J. EGAN CO., INC.				
0	02/21/2014			
Inv	313902			

Check Number	Check Date			Amount
	<u>Line Item Date</u>	<u>Line Item Description</u>	-	
	12/20/2013	Troubleshoot no heat @ Childsdale pump station	591-537-935-000	242.00
	Inv 313902 Total			242.00
0 Total:				242.00
EGANAN - ANDY J. EGAN CO., INC. Total:				242.00
FAMIFH - FAMILY FARM & HOME 591-538-935-000				
0	02/21/2014			
Inv	H35306			
	<u>Line Item Date</u>	<u>Line Item Description</u>	-	
	01/08/2014	Snow blower belt	101-265-932-000	13.48
	Inv H35306 Total			13.48
Inv	H39290			
	<u>Line Item Date</u>	<u>Line Item Description</u>	-	
	01/23/2014	Plow pins	101-265-932-000	37.52
	Inv H39290 Total			37.52
0 Total:				51.00
FAMIFH - FAMILY FARM & HOME Total:				51.00
FERRIS - FERRIS COFFEE & NUT 101-250-953-000				
0	02/21/2014			
Inv	MB2012264			
	<u>Line Item Date</u>	<u>Line Item Description</u>	-	
	01/21/2014	Coffee-tea-sugar-creamer-stirrers=Town hall	101-250-953-000	56.60
	Inv MB2012264 Total			56.60
Inv	STD228622			
	<u>Line Item Date</u>	<u>Line Item Description</u>	-	
	12/27/2013	Coffee	591-537-740-000	28.80
	Inv STD228622 Total			28.80
Inv	STD229314			
	<u>Line Item Date</u>	<u>Line Item Description</u>	-	
	01/10/2014	Coffee=Wtr Plant	591-537-740-000	28.80
	Inv STD229314 Total			28.80

Check Number Check Date **Amount**

0 Total: 114.20

FERRIS - FERRIS COFFEE & NUT Total: 114.20

FOURSE - FOUR SEASONS YARD & SPORT INC.

0 02/21/2014

Inv 8630

<u>Line Item Date</u>	<u>Line Item Description</u>	-	
12/26/2013	Replacement snow blower	101-265-932-000	529.99

Inv 8630 Total 529.99

Inv 8646

<u>Line Item Date</u>	<u>Line Item Description</u>	-	
01/02/2014	Replacement snow blower	101-265-932-000	499.99

Inv 8646 Total 499.99

Inv 8655

<u>Line Item Date</u>	<u>Line Item Description</u>	-	
01/06/2014	Replacement snow blower	101-265-932-000	519.99

Inv 8655 Total 519.99

Inv 8660

<u>Line Item Date</u>	<u>Line Item Description</u>	-	
01/07/2014	Replacement snow blowers (2)	101-265-932-000	1,039.98

Inv 8660 Total 1,039.98

0 Total: 2,589.95

FOURSE - FOUR SEASONS YARD & SPORT INC. Total: 2,589.95

GRAING - GRAINGER

0 02/21/2014

Inv 1199675000

<u>Line Item Date</u>	<u>Line Item Description</u>	-	
01/16/2014	Mini lamps(5)	591-537-745-000	62.51

Inv 1199675000 Total 62.51

Inv 1200141256

<u>Line Item Date</u>	<u>Line Item Description</u>	-	
01/22/2014	LL Brass Ball Valves(3)	591-537-937-000	186.45

Check Number	Check Date			Amount
		Inv 1200141256 Total		186.45
Inv	12302013			
	<u>Line Item Date</u>	<u>Line Item Description</u>	-	
	12/30/2013	Batteries-Work gloves	591-537-953-000	54.96
		Inv 12302013 Total		54.96
0 Total:				303.92
GRAING - GRAINGER Total:				303.92
GRGRAV - GRAND RAPIDS GRAVEL CO.				
0	02/21/2014			
Inv	129354			
	<u>Line Item Date</u>	<u>Line Item Description</u>	-	
	12/21/2013	"1" Washed Gravel=used for WM break"	591-538-935-000	133.28
		Inv 129354 Total		133.28
0 Total:				133.28
GRGRAV - GRAND RAPIDS GRAVEL CO. Total:				133.28
GVMETR - GRAND VALLEY METRO COUNCIL				
0	02/21/2014			
Inv	QTRLYMEETING			
	<u>Line Item Date</u>	<u>Line Item Description</u>	-	
	01/23/2014	Lunch/Qtrly meeting=Supervisor	101-171-860-000	25.00
	01/17/2014	Lunch/Qtrly meeting=Clerk	101-215-860-000	25.00
		Inv QTRLYMEETING Total		50.00
0 Total:				50.00
GVMETR - GRAND VALLEY METRO COUNCIL Total:				50.00
HARBOR - HARBOR FREIGHT TOOLS				
0	02/21/2014			
Inv	234165			
	<u>Line Item Date</u>	<u>Line Item Description</u>	-	
	01/13/2014	Gear driven ring roller	591-538-940-000	69.99
		Inv 234165 Total		69.99
Inv	234792			

Check Number Check Date **Amount**

<u>Line Item Date</u>	<u>Line Item Description</u>		
01/17/2014	Sand belt-Sanding Disc	591-538-940-000	22.98

Inv 234792 Total 22.98

Inv 351957

<u>Line Item Date</u>	<u>Line Item Description</u>		
01/15/2014	Compact bender bench	591-538-940-000	82.99

Inv 351957 Total 82.99

0 Total: 175.96

HARBOR - HARBOR FREIGHT TOOLS Total: 175.96

HINCKL - HINCKLEY SPRINGS 101-336-775-000

0 02/21/2014

Inv T133456766013

<u>Line Item Date</u>	<u>Line Item Description</u>		
12/11/2013	Coffee-hot cocoa-sugar=Fire St#3	101-336-775-000	51.22

Inv T133456766013 Total 51.22

Inv T133456766014

<u>Line Item Date</u>	<u>Line Item Description</u>		
12/11/2013	Coffee-sugar=Fire St#1	101-336-775-000	30.18

Inv T133456766014 Total 30.18

0 Total: 81.40

HINCKL - HINCKLEY SPRINGS Total: 81.40

HYDROD - HYDRO DESIGNS, INC. 591-538-830-000

0 02/21/2014

Inv 31000

<u>Line Item Date</u>	<u>Line Item Description</u>		
12/31/2013	Monthly Cross Conn.Control Program	591-538-830-000	2,915.00

Inv 31000 Total 2,915.00

0 Total: 2,915.00

HYDROD - HYDRO DESIGNS, INC. Total: 2,915.00

Check Number	Check Date			Amount
ICCXXX - INTERNATIONAL CODE COUNCIL, INC.				
0	02/21/2014			
Inv	100198573			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/07/2014	Updated MI Mech/Plumbing Code books	542-371-865-000	155.00
	Inv 100198573 Total			155.00
Inv	VXGOB594DE95			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/02/2014	Annual membership fee=D.Kloote	542-371-865-000	125.00
	Inv VXGOB594DE95 Total			125.00
0 Total:				280.00
ICCXXX - INTERNATIONAL CODE COUNCIL, INC. Total:				280.00
LOWESC - LOWE'S COMPANIES INC.				
0	02/21/2014			
Inv	12106881			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/07/2014	Batteries-Paint brushes-Blue tape-Duct tape	591-537-745-000	72.99
	Inv 12106881 Total			72.99
Inv	12317147			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/21/2014	75' hose-5G water bottle	101-336-931-000	43.05
	Inv 12317147 Total			43.05
Inv	13195122			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/08/2014	Work gloves-Bungee straps	591-537-940-000	21.36
	Inv 13195122 Total			21.36
Inv	13447545			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/11/2014	Kwikweld Epoxy Adhesive	101-336-931-000	5.99
	Inv 13447545 Total			5.99
Inv	13881344			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/16/2014	Painting eqpt-Rollers	591-537-940-000	21.98

Check Number	Check Date			Amount
		Inv 13881344 Total		21.98
Inv	70324451			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/21/2014	Water Heater Element 1500W	101-791-931-000	9.67
		Inv 70324451 Total		9.67
Inv	70419492			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	12/30/2013	Drywall anchors/screws-saw blades-felt pad	101-265-775-000	49.34
		Inv 70419492 Total		49.34
Inv	70831717			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/15/2014	SS machine screws-washers	101-336-931-000	27.44
		Inv 70831717 Total		27.44
Inv	70893774			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/16/2014	Insulated foam board-2 sided tape=Town hall	101-265-931-002	37.14
		Inv 70893774 Total		37.14
Inv	71332093			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/21/2014	12gal Water Heater=CP Library	101-795-931-000	259.00
		Inv 71332093 Total		259.00
Inv	71491901			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/23/2014	18V Cordless Hammer Drill-18V Batteries(2)	591-538-940-000	248.00
		Inv 71491901 Total		248.00
Inv	71721691			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/14/2014	40W light bulbs-Ortho Home Defense Pest Control	101-795-931-000	20.95
		Inv 71721691 Total		20.95
Inv	79052260			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/18/2014	Bottle brush-Papertags w/ring	101-336-931-000	9.96

Check Number	Check Date	Amount
Inv 79052260	Total	9.96
Inv 80295471		
<u>Line Item Date</u>	<u>Line Item Description</u>	-
01/09/2014	Outdoor duct tape-Tarps(2)	101-336-931-000 43.92
Inv 80295471	Total	43.92
Inv 80320910		
<u>Line Item Date</u>	<u>Line Item Description</u>	-
01/21/2014	Batteries-Paint brushes-Rollers-Paint	591-537-940-000 92.83
Inv 80320910	Total	92.83
Inv 80375877		
<u>Line Item Date</u>	<u>Line Item Description</u>	-
01/10/2014	Cutting wheels for grinder(8)-Broom handle	591-537-940-000 29.44
Inv 80375877	Total	29.44
Inv 80641940		
<u>Line Item Date</u>	<u>Line Item Description</u>	-
01/13/2014	15qt clear storage containers(6)	101-336-931-000 29.88
Inv 80641940	Total	29.88
Inv 80813060		
<u>Line Item Date</u>	<u>Line Item Description</u>	-
01/15/2014	Paint brushes-Paint mixing containers	591-537-940-000 66.67
Inv 80813060	Total	66.67
Inv 93590561		
<u>Line Item Date</u>	<u>Line Item Description</u>	-
01/01/2014	60W lightbulbs	101-336-931-000 7.98
Inv 93590561	Total	7.98
Inv 93591015		
<u>Line Item Date</u>	<u>Line Item Description</u>	-
01/24/2014	100' hose-nozzles(2)=St#3	101-336-931-000 64.94
Inv 93591015	Total	64.94
Inv 93591164		
<u>Line Item Date</u>	<u>Line Item Description</u>	-
01/24/2014	50# rock salt(6)=St#3	101-336-931-000 41.88

Check Number	Check Date			Amount
		Inv 93591164 Total		41.88
Inv	93701392			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/02/2014	Mini firemans nozzle	101-336-931-000	15.98
		Inv 93701392 Total		15.98
0 Total:				1,220.39
LOWESC - LOWE'S COMPANIES INC. Total:				1,220.39
MACXXX - MAMC				
0	02/21/2014			
Inv	117915499463734			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/25/2014	Annual membership dues=Clerk	101-215-865-000	60.00
		Inv 117915499463734 Total		60.00
0 Total:				60.00
MACXXX - MAMC Total:				60.00
MAFCXX - MICHIGAN ASSOC. OF FIRE CHIEFS 101-336-865-000				
0	02/21/2014			
Inv	4504335			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/21/2014	Membership renewal=D.Peterson	101-336-865-000	230.00
		Inv 4504335 Total		230.00
Inv	503434			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/17/2014	Membership renewal=S.McKellar	101-336-865-000	210.00
		Inv 503434 Total		210.00
0 Total:				440.00
MAFCXX - MICHIGAN ASSOC. OF FIRE CHIEFS Total:				440.00
MCMECH - MALL CITY MECHANICAL, INC. 101-295-840-000				
0	02/21/2014			
Inv	160192			

Check Number Check Date **Amount**

<u>Line Item Date</u>	<u>Line Item Description</u>	-	
11/13/2013	Repl.2 bad condenser fan motors=TH	101-265-931-002	3,080.17

Inv 160192 Total 3,080.17

Inv 160348

<u>Line Item Date</u>	<u>Line Item Description</u>	-	
11/22/2013	Reprog.AHU-1 heat recirc pump=PL	101-791-931-000	270.00

Inv 160348 Total 270.00

Inv 160609

<u>Line Item Date</u>	<u>Line Item Description</u>	-	
12/16/2013	Troubleshoot chiller main power=TH	101-265-931-002	212.50

Inv 160609 Total 212.50

Inv 160610

<u>Line Item Date</u>	<u>Line Item Description</u>	-	
12/16/2013	Repair leak on boiler line=PL	101-791-931-000	216.38

Inv 160610 Total 216.38

0 Total: 3,779.05

MCMECH - MALL CITY MECHANICAL, INC. Total: 3,779.05

MEIJCC - MEIJER

0 02/21/2014

Inv 2VGS

<u>Line Item Date</u>	<u>Line Item Description</u>	-	
01/02/2014	New batteries for investigation camera	101-336-775-000	17.87

Inv 2VGS Total 17.87

Inv BHBS

<u>Line Item Date</u>	<u>Line Item Description</u>	-	
01/10/2014	Muffins-Bagels=Meeting w/Whitecaps	101-250-953-000	29.81

Inv BHBS Total 29.81

0 Total: 47.68

MEIJCC - MEIJER Total: 47.68

MENARD - MENARDS

Check Number	Check Date			Amount
0	02/21/2014			
Inv	10532			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/22/2014	Repl.phone for unit by alarm stairwell	591-537-940-000	48.14
	Inv 10532 Total			48.14
0 Total:				48.14
MENARD - MENARDS Total:				48.14
MFISXX - MICHIGAN FIRE INSPECTORS SOCIETY 101-336-860-000				
0	02/21/2014			
Inv	CREDIT			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/23/2014	Credit=MFIS Winter Educ.Seminar	101-336-865-000	-60.00
	Inv CREDIT Total			-60.00
Inv	MFISCREDIT			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/23/2014	To get MFIS credit on vendor acct	101-336-865-000	60.01
	Inv MFISCREDIT Total			60.01
0 Total:				0.01
MFISXX - MICHIGAN FIRE INSPECTORS SOCIETY Total:				0.01
MIDSTA - MIDSTATE SECURITY CO. 591-537-830-000				
0	02/21/2014			
Inv	107088			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/20/2014	Monthly security monitoring=Wtr Dist.	591-537-830-000	26.00
	Inv 107088 Total			26.00
0 Total:				26.00
MIDSTA - MIDSTATE SECURITY CO. Total:				26.00
MISCXX - MISC VENDORS/MC				
0	02/21/2014			
Inv	ALLSHIELDSAFETY			
	<u>Line Item Date</u>	<u>Line Item Description</u>		

Check Number	Check Date			Amount
	01/07/2014	Disposable Particulate Respirators(100)	101-336-932-000	902.00
		Inv ALLSHIELDSAFETY Total		902.00
Inv		AMAZON		
	<u>Line Item Date</u>	<u>Line Item Description</u>	-	
	01/23/2014	Otterbox case/screen protector for iPad	591-530-727-000	74.60
		Inv AMAZON Total		74.60
Inv		BONDFLUIDAIRE		
	<u>Line Item Date</u>	<u>Line Item Description</u>	-	
	01/07/2014	Straight swivel	101-336-931-000	47.66
		Inv BONDFLUIDAIRE Total		47.66
Inv		BP/DUNKINDONUTS		
	<u>Line Item Date</u>	<u>Line Item Description</u>	-	
	01/22/2014	Fuel purchase=Fire	101-336-748-000	59.00
		Inv BP/DUNKINDONUTS Total		59.00
Inv		CEDARROCKAUTO		
	<u>Line Item Date</u>	<u>Line Item Description</u>	-	
	12/30/2013	Wheel hub repairs='06 Chevy Trailblazer	101-336-932-000	667.80
		Inv CEDARROCKAUTO Total		667.80
Inv		ELLISPARKING		
	<u>Line Item Date</u>	<u>Line Item Description</u>	-	
	01/08/2014	Parking	591-530-860-000	6.00
		Inv ELLISPARKING Total		6.00
Inv		EXPEDIA		
	<u>Line Item Date</u>	<u>Line Item Description</u>	-	
	01/10/2014	Lodging for conference=R.Solle	591-530-830-000	655.87
		Inv EXPEDIA Total		655.87
Inv		LEGACYGROUP		
	<u>Line Item Date</u>	<u>Line Item Description</u>	-	
	12/26/2013	Microfiber rocker chairs(2)	101-336-970-000	1,200.00
	12/26/2013	Microfiber rocker chairs(3)	101-336-970-000	1,800.00
		Inv LEGACYGROUP Total		3,000.00
Inv		MCKISSOCK		

Check Number	Check Date			Amount
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/08/2014	MI-Appraisal Continuing Education=J.LaFave	101-209-865-000	169.95
	Inv MCKISSOCK Total			169.95
Inv	METROCARSGR			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/21/2014	Transportation fr airport to home=B.Craig	101-751-860-000	65.00
	Inv METROCARSGR Total			65.00
Inv	MFISCREDIT			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/23/2014	To get MFIS credit on vendor acct	101-336-865-000	-60.01
	Inv MFISCREDIT Total			-60.01
Inv	MSBSERVICES			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/18/2014	Transportation fr hotel to airport=B.Craig	101-751-860-000	35.00
	Inv MSBSERVICES Total			35.00
Inv	NORTHERNMIUNIV			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/07/2014	Ident.Comp.Prop.&Quant.Adjust.Course=J.LaFave	101-209-865-000	190.00
	01/07/2014	Ident.Comp.Prop.&Quant.Adjust.Course=T.Zimmerm	101-209-865-000	190.00
	Inv NORTHERNMIUNIV Total			380.00
Inv	PAYPAL*SELLBYE			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/22/2014	S/S shelf for phone @ top of alarm room stairs	591-537-931-000	24.99
	Inv PAYPAL*SELLBYE Total			24.99
Inv	PAYPAL*SMEMSIC			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/09/2014	Membership renewal=S.McKellar	101-336-865-000	50.00
	01/09/2014	Prof.Develop.Conf. Registration=S.McKellar	101-336-865-000	195.00
	01/09/2014	Prof.Develop.Conf. Registration=M.Quist	101-336-865-000	195.00
	Inv PAYPAL*SMEMSIC Total			440.00
Inv	PHXAIRPORTTRANS			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/11/2014	Transportation fr airport to hotel=B.Craig	101-751-860-000	50.00
	Inv PHXAIRPORTTRANS Total			50.00

Check Number Check Date **Amount**

Inv ROANOKESTAMP

<u>Line Item Date</u>	<u>Line Item Description</u>		
01/07/2014	New pad for passport stamp	101-215-727-000	9.05

Inv ROANOKESTAMP Total 9.05

Inv ROGERSHARDWARE

<u>Line Item Date</u>	<u>Line Item Description</u>		
01/03/2014	Snow shovels(4)	101-265-932-000	147.46

Inv ROGERSHARDWARE Total 147.46

Inv THUNDERMTN

<u>Line Item Date</u>	<u>Line Item Description</u>		
01/23/2014	Truck wash	542-371-932-000	9.00

Inv THUNDERMTN Total 9.00

Inv WATERENVIRON

<u>Line Item Date</u>	<u>Line Item Description</u>		
01/13/2014	WEF Utility Mgmt Conference=R.Solle	591-530-865-000	630.00

Inv WATERENVIRON Total 630.00

0 Total: 7,313.37

MISCXX - MISC VENDORS/MC Total: 7,313.37

MLGMAX - MICHIGAN LOCAL GOVERNMENT 101-172-865-000

0 02/21/2014

Inv MEMBERSHIP

<u>Line Item Date</u>	<u>Line Item Description</u>		
01/15/2014	2014 Membership=C.VanWyngarden	101-172-865-000	110.00

Inv MEMBERSHIP Total 110.00

0 Total: 110.00

MLGMAX - MICHIGAN LOCAL GOVERNMENT Total: 110.00

MORELE - MOR ELECTRIC HEATING ASSOC., INC.

0 02/21/2014

Inv 1163277

<u>Line Item Date</u>	<u>Line Item Description</u>		
01/13/2014	Thermometers(2) for Pine Is alt.valve pit	591-537-934-000	52.70

Check Number	Check Date	Amount
Inv 1163277	Total	52.70

0 Total:	52.70
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MORELE - MOR ELECTRIC HEATING ASSOC., INC. Total: 52.70

MOTELX - MOTEL/MASTERCARD

0 02/21/2014

Inv ARIZONAGRAND

<u>Line Item Date</u>	<u>Line Item Description</u>	-	
01/18/2014	Shipping fee=Lifeguard paperwork	101-751-775-000	54.04
01/18/2014	Lodging/Lifeguard training=B.Craig	101-751-860-000	1,286.64
01/18/2014	Meals/Lifeguard training=B.Craig	101-751-860-000	143.83

Inv ARIZONAGRAND Total 1,484.51

0 Total:	1,484.51
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MOTELX - MOTEL/MASTERCARD Total: 1,484.51

MWEAXX - MWEA

0 02/21/2014

Inv E11871

<u>Line Item Date</u>	<u>Line Item Description</u>	-	
01/07/2014	Operators Day/Expo Registrations(7)	591-537-865-000	595.00

Inv E11871 Total 595.00

Inv E11895

<u>Line Item Date</u>	<u>Line Item Description</u>	-	
01/08/2014	Operators Day/Expo Registrations(6)	591-538-865-000	595.00

Inv E11895 Total 595.00

0 Total:	1,190.00
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MWEAXX - MWEA Total: 1,190.00

NAPAAU - NAPA AUTO PARTS 101-336-932-000

0 02/21/2014

Inv 503387

<u>Line Item Date</u>	<u>Line Item Description</u>	-	
01/14/2014	Starter Solenoid	101-336-932-000	19.47

Inv 503387 Total 19.47

Check Number	Check Date			Amount
Inv	505024			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/22/2014	Wiper blades(4)=SO-3/E-3	101-336-932-000	55.16
	Inv 505024 Total			55.16
Inv	793292			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/22/2014	Airhorn fitting	101-336-932-000	11.49
	Inv 793292 Total			11.49
0 Total:				86.12
NAPAAU - NAPA AUTO PARTS Total:				86.12
NYEUNI - NYE UNIFORM COMPANY 101-336-768-000				
0	02/21/2014			
Inv	445215			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	12/26/2013	Name badge=J.Popelar	101-336-768-000	56.00
	Inv 445215 Total			56.00
0 Total:				56.00
NYEUNI - NYE UNIFORM COMPANY Total:				56.00
OFFICD - OFFICE DEPOT				
0	02/21/2014			
Inv	681547402001			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/09/2014	DVD-R-Key Tags-Writing pads-Laminating pouches	101-336-727-000	55.70
	Inv 681547402001 Total			55.70
Inv	686433484001			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	01/07/2014	HP96 Black Ink Cartridges(2pk)	101-172-727-000	59.99
	Inv 686433484001 Total			59.99
Inv	688286244001			
	<u>Line Item Date</u>	<u>Line Item Description</u>		
	12/11/2013	Foam cups	591-537-740-000	109.78

Check Number	Check Date		Amount
		Inv 688286244001 Total	109.78
Inv		691153878001	
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/02/2014	Auto mileage log	542-371-727-000 2.19
		Inv 691153878001 Total	2.19
Inv		691153923001	
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/02/2014	Goldenrod paper-3 hole punch paper	101-201-727-000 53.39
	01/02/2014	File bands-Notebook-Pens	101-400-727-000 16.00
		Inv 691153923001 Total	69.39
Inv		691153924001	
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/02/2014	Dry erase markers	101-400-727-000 7.49
		Inv 691153924001 Total	7.49
Inv		693976674001	
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/15/2014	Gel Wrist Rest	101-209-727-000 9.86
	01/15/2014	Laser shipping labels(50pk)	101-215-727-000 27.06
	01/15/2014	Scrub sponges(3pk)	101-250-727-000 2.83
	01/15/2014	Bankers boxes(12pk)	101-400-727-000 93.97
		Inv 693976674001 Total	133.72
Inv		695126715001	
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/16/2014	Scissors-Util hooks-Bankers boxes-photo paper	591-537-727-000 59.43
		Inv 695126715001 Total	59.43
		0 Total:	497.69
		OFFICD - OFFICE DEPOT Total:	497.69
		OHDXXX - OHD	
	0	02/21/2014	
Inv		35384	
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/17/2014	Calibration of posi check	101-336-932-000 660.00
		Inv 35384 Total	660.00

Check Number	Check Date		Amount
0 Total:			660.00
OHDXXX - OHD Total:			660.00
OREILL - O'REILLY AUTO PARTS 101-336-932-000			
0	02/21/2014		
Inv	3879-178373		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/06/2014	Hatch support=I-3	101-336-932-000 59.70
	Inv 3879-178373 Total		59.70
Inv	3879-179274		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/14/2014	Hydraulic fluid-Starting fluid-Air freshners	591-537-932-000 17.86
	Inv 3879-179274 Total		17.86
0 Total:			77.56
OREILL - O'REILLY AUTO PARTS Total:			77.56
PAKMAI - PAK MAIL CENTER #270			
0	02/21/2014		
Inv	150374		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	12/31/2013	Postage	591-530-730-000 33.85
	Inv 150374 Total		33.85
Inv	150967		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/15/2014	Postage	101-336-727-000 24.10
	Inv 150967 Total		24.10
Inv	150976		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/16/2014	Postage	101-336-727-000 28.65
	Inv 150976 Total		28.65
Inv	151286		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/23/2014	Postage	591-530-730-000 28.96

Check Number	Check Date			Amount
		Inv 151286 Total		28.96
Inv		DUPL138625.1384		
		<u>Line Item Date</u>	<u>Line Item Description</u>	
		12/04/2013	Credit=Duplicate pymts	591-530-730-000 -86.60
		12/04/2013	Credit=Duplicate pymts/CR TO MISCXX	591-530-730-000 86.60
		Inv DUPL138625.1384 Total		0.00
		0 Total:		115.56
		PAKMAI - PAK MAIL CENTER #270 Total:		115.56
		PITNES - PITNEY BOWES, INC. 101-250-727-000		
0		02/21/2014		
Inv		442530		
		<u>Line Item Date</u>	<u>Line Item Description</u>	
		01/03/2014	Qtrly postage machine rental=TH	101-250-830-000 - 180.00
		Inv 442530 Total		180.00
		0 Total:		180.00
		PITNES - PITNEY BOWES, INC. Total:		180.00
		PITSCH - PITSCH COMPANIES		
0		02/21/2014		
Inv		10763		
		<u>Line Item Date</u>	<u>Line Item Description</u>	
		01/02/2014	Portable toilet service=Plfd Cemetery	101-276-830-000 75.00
		01/02/2014	Portable toilet service=10 Mile park	101-751-830-000 85.00
		Inv 10763 Total		160.00
		0 Total:		160.00
		PITSCH - PITSCH COMPANIES Total:		160.00
		PLUMSE - PLUMMER'S DISPOSAL SERVICE		
0		02/21/2014		
Inv		43452		
		<u>Line Item Date</u>	<u>Line Item Description</u>	
		01/06/2014	Portable toilet service/Feb'14=CPDDA	250-448-831-000 - 130.00
		Inv 43452 Total		130.00

Check Number	Check Date		Amount
0 Total:			130.00
PLUMSE - PLUMMER'S DISPOSAL SERVICE Total:			130.00
POLLAW - POLLARD WATER.COM-EAST			
0	02/21/2014		
Inv	I371436		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/16/2014	Valve-Hose fittings=used when draining wtr tanks	591-537-934-000 594.24
	Inv I371436 Total		594.24
0 Total:			594.24
POLLAW - POLLARD WATER.COM-EAST Total:			594.24
POSTMM - US POSTAL SERVICE			
0	02/21/2014		
Inv	439		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/09/2014	Postage	591-530-730-000 36.80
	Inv 439 Total		36.80
Inv	496		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/14/2014	Postage	591-530-730-000 38.32
	Inv 496 Total		38.32
Inv	641		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/21/2014	Postage	591-530-730-000 16.85
	Inv 641 Total		16.85
Inv	PASSPORTPOSTAGE		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/24/2014	Passport postage	101-250-730-000 111.10
	Inv PASSPORTPOSTAGE Total		111.10
0 Total:			203.07

Check Number	Check Date			Amount
POSTMM - US POSTAL SERVICE Total:				203.07
PURITY - PURITY CYLINDER GASES INC				
0	02/21/2014			
Inv	507061			
<u>Line Item Date</u>	<u>Line Item Description</u>			
01/15/2014	Steel wire for welding	591-538-745-000	-	59.00
Inv 507061 Total				59.00
0 Total:				59.00
PURITY - PURITY CYLINDER GASES INC Total:				59.00
RESTXX - RESTAURANT/MC				
0	02/21/2014			
Inv	CONCBBARGRR			
<u>Line Item Date</u>	<u>Line Item Description</u>			
01/11/2014	Meals/Lifeguard training=B.Craig	101-751-860-000	-	2.69
Inv CONCBBARGRR Total				2.69
Inv	PANDAEXPRESS			
<u>Line Item Date</u>	<u>Line Item Description</u>			
01/21/2014	Meals/Lifeguard training=B.Craig	101-751-860-000	-	10.39
Inv PANDAEXPRESS Total				10.39
0 Total:				13.08
RESTXX - RESTAURANT/MC Total:				13.08
RKFDHA - ROCKFORD ACE HARDWARE				
0	02/21/2014			
Inv	1172014			
<u>Line Item Date</u>	<u>Line Item Description</u>			
01/17/2014	Snow shovels(4)	101-336-931-000	-	199.96
Inv 1172014 Total				199.96
0 Total:				199.96
RKFDHA - ROCKFORD ACE HARDWARE Total:				199.96
RKFDSQ - ROCKFORD SQUIRE				
0	02/21/2014			

Check Number	Check Date		Amount
Inv	41609		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	12/26/2013	Dec'13 Ads=Utility billing job posting	24.00
		101-201-830-000	-
	Inv 41609 Total		24.00
	0 Total:		24.00
	RKFD SQ - ROCKFORD SQUIRE Total:		24.00
	SBSXXX - SUPERIOR BUSINESS FORMS, INC.		
	0	02/21/2014	
Inv	1507043		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	12/26/2013	License decals(125)	244.69
		101-215-727-000	-
	Inv 1507043 Total		244.69
	0 Total:		244.69
	SBSXXX - SUPERIOR BUSINESS FORMS, INC. Total:		244.69
	SCHNEI - SCHNEIDER TIRE OUTLET, INC.		
	0	02/21/2014	
Inv	1111805		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	12/26/2013	4 new Cooper tires	639.76
		591-538-932-000	-
	Inv 1111805 Total		639.76
Inv	1116854		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/14/2014	4 new Hankook Dynapro tires	575.20
		542-371-932-000	-
	Inv 1116854 Total		575.20
	0 Total:		1,214.96
	SCHNEI - SCHNEIDER TIRE OUTLET, INC. Total:		1,214.96
	SFSUPP - SF SUPPLY 101-250-727-000		
	0	02/21/2014	
Inv	314927		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/17/2014	Shrink tubing-Drill bits-Hook & Loop=Fire	384.38
		101-336-932-000	-

Check Number	Check Date		Amount
Inv 314927		Total	384.38
0		Total:	384.38
SFSUPP - SF SUPPLY Total:			384.38
SIGNAR - SIGN-A-RAMA			
0	02/21/2014		
Inv	30612		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/06/2014	Traffic signs(3)=Fire	101-336-931-000	174.00
Inv 30612	Total		174.00
0		Total:	174.00
SIGNAR - SIGN-A-RAMA Total:			174.00
SIMGRE - SIMPLEXGRINNELL LP			
0	02/21/2014		
Inv	69646252		
<u>Line Item Date</u>	<u>Line Item Description</u>		
12/16/2013	Purchase 8-CO2 cartridges	101-336-932-000	200.00
Inv 69646252	Total		200.00
0		Total:	200.00
SIMGRE - SIMPLEXGRINNELL LP Total:			200.00
SNAPFI - SNAP FITNESS BELMONT			
0	02/21/2014		
Inv	JAN2014		
<u>Line Item Date</u>	<u>Line Item Description</u>		
01/02/2014	Monthly gym membership=Fire St#1	101-336-830-000	80.95
Inv JAN2014	Total		80.95
0		Total:	80.95
SNAPFI - SNAP FITNESS BELMONT Total:			80.95
STATEE - STATE OF MICHIGAN			
0	02/21/2014		

Check Number	Check Date		Amount
Inv	87975		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/02/2014	F-1 Exam Fee=J.Ouzts	591-537-865-000 70.00
	Inv 87975 Total		70.00
0 Total:			70.00
STATEE - STATE OF MICHIGAN Total:			70.00
TDSMET - TDS METROCOM			
0	02/21/2014		
Inv	DEC2013		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	12/07/2013	Monthly phone service=TH	101-250-851-000 762.12
	12/07/2013	Monthly phone service=B&G	101-265-851-000 139.80
	12/07/2013	Monthly phone service=Fire	101-336-851-000 187.56
	12/07/2013	Monthly phone service=Parks	101-751-851-000 18.90
	12/07/2013	Monthly phone service=Wtr	591-530-851-000 199.07
	Inv DEC2013 Total		1,307.45
0 Total:			1,307.45
TDSMET - TDS METROCOM Total:			1,307.45
TERMIX - TERMINIX OF WEST MICHIGAN			
0	02/21/2014		
Inv	220292		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/22/2014	Monthly comm.pest control serv.=Fire St#1	101-336-830-000 35.00
	Inv 220292 Total		35.00
0 Total:			35.00
TERMIX - TERMINIX OF WEST MICHIGAN Total:			35.00
UNITEA - UNITED AIRLINES 101-201-860-000			
0	02/21/2014		
Inv	UNITEDAIRLINES		
	<u>Line Item Date</u>	<u>Line Item Description</u>	
	01/10/2014	Baggage fee=R.Craig	101-751-860-000 25.00
	01/21/2014	Baggage fee=R.Craig	101-751-860-000 25.00
	01/11/2014	Airfare to conference=R.Solle	591-530-860-000 544.00

Check Number	Check Date	Amount
Inv	UNITEDAIRLINES Total	594.00
0 Total:		594.00
UNITEA - UNITED AIRLINES Total:		594.00
USABLU - USA BLUE BOOK		
0	02/21/2014	
Inv	232913	
<u>Line Item Date</u>	<u>Line Item Description</u>	-
01/02/2014	"4"" discharge hoses(2) for fire hydrants=draining wt	591-537-940-000 619.98
Inv 232913 Total		619.98
Inv	246187	
<u>Line Item Date</u>	<u>Line Item Description</u>	-
01/17/2014	25' hoses(2)=draining wtr tanks	591-537-934-000 215.23
Inv 246187 Total		215.23
0 Total:		835.21
USABLU - USA BLUE BOOK Total:		835.21
VERIZO - VERIZON WIRELESS		
0	02/21/2014	
Inv	9717257430	
<u>Line Item Date</u>	<u>Line Item Description</u>	-
01/13/2014	Monthly meter reading modem=Wtr	591-530-851-000 6.35
Inv 9717257430 Total		6.35
Inv	DEC2013	
<u>Line Item Date</u>	<u>Line Item Description</u>	-
12/18/2013	Monthly Emer.Unit Cell Ph.Serv.=Clerk	101-215-851-000 3.73
12/18/2013	Monthly Emer.Unit Cell Ph.Serv./Modems=Fire	101-336-851-000 116.67
12/18/2013	Monthly Cell Phone Service=Parks/Lifeguards	101-751-851-000 -7.14
12/18/2013	Monthly Emer.Unit Cell Ph.Serv./Mifi Unit=Wtr	591-530-851-000 39.43
Inv DEC2013 Total		152.69
Inv	DEC2013.628	
<u>Line Item Date</u>	<u>Line Item Description</u>	-
12/23/2013	Monthly Cell Phone Service=Mgr	101-172-851-000 60.22
12/23/2013	Monthly Cell Phone Service=B&G	101-265-851-000 153.32
12/23/2013	Monthly Cell Phone Service=Fire	101-336-851-000 90.46
12/23/2013	Monthly Cell Phone Service=Comm.Dev.	101-400-851-000 30.24

Check Number	Check Date			Amount
12/23/2013		Monthly Cell Phone Service=Parks	101-751-851-000	36.02
12/23/2013		Monthly Cell Phone Service=Bldg Insp.	542-371-851-000	30.24
12/23/2013		Monthly Cell Phone Service=Wtr	591-530-851-000	618.21
Inv DEC2013.628 Total				1,018.71

0 Total: 1,177.75

VERIZO - VERIZON WIRELESS Total: 1,177.75

VISION - ACS GOVERNEMENT SYSTEMS, INC.

0 02/21/2014
Inv 979758

<u>Line Item Date</u>	<u>Line Item Description</u>			
12/16/2013	Annual fee FH Cloud Upgrade Pkg	101-336-970-000	-	2,451.00
Inv 979758 Total				2,451.00

0 Total: 2,451.00

VISION - ACS GOVERNEMENT SYSTEMS, INC. Total: 2,451.00

WALGRE - WALGREENS

0 02/21/2014
Inv 1401-0203

<u>Line Item Date</u>	<u>Line Item Description</u>			
01/02/2014	Hand sanitizer	101-336-775-000	-	16.96
Inv 1401-0203 Total				16.96

0 Total: 16.96

WALGRE - WALGREENS Total: 16.96

WSDARL - W.S. DARLEY & CO.

0 02/21/2014
Inv 17118844

<u>Line Item Date</u>	<u>Line Item Description</u>			
01/16/2014	Fire hose adapter	101-336-932-000	-	31.90
Inv 17118844 Total				31.90

0 Total: 31.90

WSDARL - W.S. DARLEY & CO. Total: 31.90

Check Number	Check Date	Amount
		Report Total: 269,420.75
2/4/2014	RX Copay/Dependent Care Reimbursements	192.31
2/28/2014	Priority Health-Flex Benefit Reimbursement	324.25
2/21/2014	Priority Health-Flex Benefit Reimbursement	127.97
		Total AP: 270,065.28
<u>Payroll & Payroll related items paid:</u>		
2/19/2014	Payroll-Direct Debits	83,175.13
2/19/2014	Payroll-Checks	11,330.87
2/19/2014	Security Benefit Group ACH pymt	170.00
2/19/2014	ACH FOR CHILD SUPPORT	350.23
2/19/2014	PTFFA Union Dues ACH pymt	275.00
2/19/2014	ICMA 401 PLAN ACH PYMT	17,842.10
2/19/2014	ICMA 457 PLAN ACH PYMT	334.04
2/19/2014	ICMA RHS PLAN ACH PYMT	6,317.41
2/19/2014	ICMA ROTH IRA ACH PYMT	162.29
2/19/2014	John Hancock Pension Direct Debit pymt	3,829.65
2/19/2014	RPA/Cambridge Roth IRA ACH pymt	230.50
2/19/2014	FICA & FEDERAL W/H PAID	33,068.83
2/19/2014	EFT PYMT OF STATE W/H - 01/14	10,344.76
2/19/2014	GR Withholding-01/14 direct debit pymt	90.17
2/19/2014	AFLAC DD=EE Pd Ins Prem	359.32
		Total Payroll & Payroll related items paid: 167,880.30
		Grand Total: <u>437,945.58</u>

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Annis, Visser & Brandt, P.C.
Attorneys at Law

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ERIC E. BRANDT

RICHARD C. ANNIS, JR.
RETIRED

RICHARD C. ANNIS, SR.
(1902-2004)

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February 26, 2014

Plainfield Charter Township Board
Plainfield Charter Township
6161 Belmont Ave., N.E.
Belmont, MI 49306

Re: Liquor Licensing Ordinance

Dear Board Members:

On February 3, 2014, the Board tabled its consideration of the proposed Liquor Licensing Ordinance to the March 3, 2014 meeting in order that certain comments and questions posed by Board members could be addressed.

Enclosed is a slightly revised Liquor Licensing Ordinance. Section 4-25(b)(10) which dealt with interior lighting requirements has been deleted due to the concern expressed that the provision is somewhat vague and perhaps unnecessary.

Section 4-23(a)(7) has also been modified to include a specific time period of three years and a reference to the relevant statutory section. MCL 436.1501(2) states, in part, that "A class C or specially designated distributor license obtained in a manner other than by transfer shall not be transferred within 3 years after its issuance except under circumstances where the licensee clearly and convincingly demonstrates that unusual hardship will result if the transfer does not receive the consent of the commission." In speaking with someone at the Liquor Control Commission, it is my understanding that the granting of a waiver by the Liquor Control Commission as to the 3 year requirement is not uncommon.

A comment was also raised regarding Section 4-23(c)(2) which allow the Township Board to impose various requirements to any variance to ensure the spirit and intent of the Ordinance is maintained. Specifically, concern was raised if the language is too open ended as to what conditions could be imposed in connection with granting a variance. While the language is rather broad, I believe the provision should remain as written for two reasons. First, it is difficult to create an exhaustive list of permissible conditions without running the risk of excluding a condition that may be useful. Second, the granting of a license, even if the applicant meets all of the requirements, is completely

discretionary with the Board. Furthermore, if an applicant does not meet all of the requirements, the granting of a variance is completely discretionary with the Board. As such, limiting the types of conditions that can be imposed on any variance grant would do little in this situation.

A question was raised as to whether an on-premises license that is available can be taken away or forfeited if it is not granted to an applicant within a certain time period. The answer is no. In other words, the Township can hold onto the an available license it has for as long as it wants without losing it.

In speaking with the Liquor Control Commission, I was able to confirm that as to applications for new on-premises licenses, the Liquor Control Commission takes no action, including no background checks, before the local municipality approves the applicant. Once approved, the Liquor Control Commission does its own investigation which includes, among other things, fingerprinting.

The issue of revocation of an unused (escrowed) license was also raised at the February 3, 2014 Township Board meeting. The Michigan Liquor Control Commission has its own rule regarding how long a license can be held in escrow. R436.1107(2) states that "A licensee shall have only 5 licensing years after the expiration date of the escrowed license to put the license into active operation." However, the administrative rule also contains exceptions to the 5 year rule, and I was advised that these exceptions are often granted.

Section 4-25(b) of the proposed Ordinance lists various criteria whereby the Township could request nonrenewal or revocation. For example, Section 4-25(b)(10) allows the Township to request revocation if an issued license is not used for 12 or more consecutive months. MCL 436.501(2) states, in part, that "Upon request of the local legislative body after due notice and proper hearing by the local legislative body and the commission, the commission shall revoke the license of a licensee granted a license to sell alcoholic liquor for consumption on the premises or any permit held in conjunction with that license." Moreover, Michigan case law holds that principals of due process require that the licensee be given notice of what criteria would result in a local body's initiation of nonrenewal or revocation proceedings.

As such, it is necessary for a local municipality to delineate the factors that could result in revocation or nonrenewal. Neither the statute nor the administrative rules set forth an exhaustive list of factors. However, similar to the proposed Ordinance, many local municipalities have included a rather large range of reasons including reasons similar to those found in Section 4-25(b)(10). Having said that, it is my understanding that the vast majority of requests by local municipalities to the Liquor Control Commission involve either continued nuisance problems at the site (e.g. crimes and frequent police calls) or the failure to pay taxes. In any event, I suggest leaving Section 4-25(b)(10) as it currently reads. The use of the word "request" in the above cited statute is perhaps a little misleading in that it suggests the Liquor Control Commission has more discretion than it really has as to these matters. As noted in an MTA article, "The sole

purpose of this hearing (the hearing before the Liquor Control Commission upon request by the municipality) is to determine if the licensee was afforded 'rudimentary due process' as required by the courts. If it is found that due process was given the licensee, the license is immediately revoked by the MLCC."

I trust this information is helpful. I plan on attending the March 3, 2014 Board meeting but am available before then should you have any questions before then.

Yours very truly

ANNIS, VISSER & BRANDT, P.C.

A handwritten signature in black ink, appearing to read 'E.E. Brandt', with a long horizontal flourish extending to the right.

Eric E. Brandt

Enclosure

**LIQUOR LICENSING ORDINANCE
PLAINFIELD CHARTER TOWNSHIP**

**ORDINANCE NO. _____
RESOLUTION NO. _____**

An ordinance to regulate the issuance of liquor licenses, their renewal, revocation and to protect the health safety and welfare of the inhabitants of the Plainfield Charter Township.

PLAINFIELD CHARTER TOWNSHIP ORDAINS:

1. 1. The Plainfield Charter Township Code of Ordinances is hereby amended by adding Chapter 4, Article I to read as follows:

Sec. 4-1. - Definitions.

Words and phrases used in this article that are specifically defined in the Michigan Liquor Control Code, as amended, MCL 436.1 et. seq., have the meanings given them by the code and the regulations promulgated under the code, including, without limitation, the following: “alcoholic liquor”, “beer,” “wine” and “spirits.”

Sec. 4-20. - Approval required for sales.

Any person or establishment seeking a liquor license from the Michigan Liquor Control Commission for the sale of beer, wine or spirits or other alcoholic liquor for consumption on the premises (an on-premises license) shall first obtain approval of its application by the township board as provided by this article. The applicant shall bear the burden of establishing compliance with all requirements of this article. No person shall engage in the business of selling alcoholic liquor for consumption on the premises in any establishment within the township without first obtaining a license as required by all applicable local, state and federal laws and regulations.

Sec. 4-21. - Procedures.

(a) *Application form and submission.* Applications for approval by the township board of an on-premises license shall be made in writing, signed by the applicant (if an individual) or by a duly authorized agent (if a partnership, limited liability company, corporation or other entity), verified by oath or affidavit, and shall contain the

information required to be submitted with applications pursuant to section 4-22. Ten copies of such application for approval shall be filed with the township clerk.

(b) *Application fee.* A fee as prescribed by resolution of the township board shall accompany all applications for a license made pursuant to this article.

(c) *Processing of application.* The township clerk, after receiving an application under this section and all applicable fees, shall refer the application to the fire chief and the director of community development. After receiving report from such offices, the township clerk shall present the application to the township board for its review and possible approval or disapproval. If approved, the township clerk shall furnish a resolution of approval to the applicant, which he or she shall forward to the Michigan Liquor Control Commission.

(d) *Reservation of authority.* Notwithstanding anything to the contrary in this article, no applicant for a liquor license has the right to the issuance of a license, and the township board reserves the right to exercise reasonable discretion to determine who, if anyone, shall be entitled to the issuance of such license. Further, no applicant has the right to have its application processed and the township board reserves its right to take no action with respect to any application for approval filed with the township. The township board may maintain a list of all applicants and review the list when, in its discretion, it determines that the issuance of a license is in the best interests of the township at large and for the needs, benefit, and convenience of its citizens.

(e) *Application to State.* If an application is approved by the township board, the applicant shall provide to the township clerk a complete copy of the final application filed with the state. If the applicant fails to file an application for a license with the State of Michigan within 180 days of the date of issuance of approval by the township board as provided in this article, the approval granted by the township board for the license shall automatically lapse and be of no further force or effect.

(f) *Remodeling and new construction.* Approval of a license shall be with the understanding that any necessary remodeling or new construction for the use of the license shall be commenced within six months of the action of the Michigan Liquor Control Commission approving the license. Failure to complete such remodeling or construction within one year of the action of the Michigan Liquor Control Commission approving the license may subject the license to revocation or objection to renewal.

(g) Nothing in this article shall operate to limit any power or authority vested in the township board under applicable laws and regulations, it being the intent that such authority remain vested with the township board.

Sec. 4-22. - Application contents.

(a) *Information to be submitted.* An application for a license shall contain all of the following statements and information:

(1) The name, age and address of the applicant in the case of an individual; or, in the case of a co-partnership, the persons entitled to share in the profits thereof; in the case of a corporation, the names and addresses of the officers and directors, and, if a five percent or greater interest in the stock of such corporation is owned by one person or his nominee, the name and address of such person; in the case of a limited liability company, the names and addresses of the officers and managers, and, if a five percent or greater interest in the company is owned by one person or his nominee, the name and address of such person.

(2) In the case of an individual, the citizenship and place of birth of the applicant and, if a naturalized citizen, the time and place of his naturalization.

(3) The nature of the business of the applicant, and in the case of a corporation or a limited liability company, the object for which it was incorporated/organized.

(4) The length of time said applicant has been in business of that character, or, in the case of a corporation or a limited liability company, the date when it was incorporated/organized.

(5) The location and description of the premises or place of business which is to be operated under such license.

(6) A statement whether applicant has made application for a similar or other on premises license within the past 18 months and, if so, the disposition of such application(s).

(7) A statement that applicant has never been convicted of a felony and is not disqualified to receive a license by reason of any matter or thing contained in this article or the laws of the state.

(8) A statement that the applicant will not violate any of the laws of the state or of the United States or any ordinances of the township in the conduct of its business.

(9) The application shall be accompanied by building and site plans showing the entire structure and premises and, in particular, the specific areas where the license is to be utilized. The plans shall demonstrate adequate off-street parking, lighting, refuse disposal facilities and where appropriate, adequate plans for screening, noise control and any other requirements of this article.

(10) For premises pending or under construction, evidence of the financial capability of the applicant to satisfactorily complete the development and construction of the premises.

(11) The applicant shall submit a business plan which shall include revenue and expense projections for 5 years, and the source of operating capital.

(b) *Additional information.* The applicant shall also provide such other information as requested by the township board in connection with its review of an application.

Sec. 4-23. - Restrictions on licenses.

(a) *Specific restrictions.* Except to the extent that the township board issues a variance as permitted in subsection (c) of this section, no application for a new license shall be approved for:

(1) A person who has had a license revoked for cause by the Michigan Liquor Control Commission.

(2) A co-partnership, unless all of the members of such co-partnership shall qualify to obtain a license.

(3) A corporation, if any officer, manager or director thereof, or a stock owner or stockholders owning in the aggregate five percent or more of the stock of such corporation, would not be eligible to receive a license hereunder for any reason.

(4) A limited liability company, if any officer or manager thereof, or a member owning in the aggregate five percent or more of the company of such

limited liability company, would not be eligible to receive a license hereunder for any reason.

(5) A person whose place of business is conducted by a manager or agent unless such manager or agent possesses the same qualifications required of the licensee.

(6) A person who has been convicted of a violation of any federal or state law concerning the manufacture, possession or sale of alcoholic liquor or a controlled substance.

(7) A person who does not own the premises for which a license is sought or does not have a lease therefor for a period of no less than three years so as to satisfy the restrictions found in MCL 436.1501(2) on license transfers for the first three years after issuance. The township board, in its discretion, may permit an option to lease in lieu of a lease.

(8) A person who has knowingly made any false statement in his application, or who has failed to fully complete the application.

(9) Any law enforcing public official or other person covered by MCL 436.1523.

(10) A person who is in default to the township in connection with the payment of any taxes or other obligation.

(11) Any premises where it is determined by a majority of the township board that the premises do not or will not reasonably soon after commencement of operations, have adequate off-street parking, lighting, refuse disposal facilities, screening, noise or nuisance control.

(12) Any premises that is not commercially zoned, or any premises where the underlying zoning district is not commercial in nature (for example, a planned unit development "PUD" which is commercial in nature).

(13) Any premises where there exists a violation of the applicable building, electrical, mechanical, plumbing, or fire codes, applicable zoning regulations, applicable public health regulations, or any other applicable township ordinance.

(14) Any premises which the township board determines, by majority vote, to be inappropriate considering the desirability of establishing a location in

developed, commercial areas, in preference to isolated, undeveloped areas; the attitude of adjacent residents and property owners; traffic safety; accessibility to the site from abutting roads, capability of abutting roads to accommodate the commercial activity; distance from public or private schools for minors; effect on adjacent properties; and accessibility from primary roads or state highways.

(15) Any premises where the proposed liquor license use would not fully comply with the applicable zoning regulation or other township ordinance.

(16) Any person who has not demonstrated sufficient financial assets:

- a. To carry on or maintain the licensed business;
- b. If the specific areas where the license is to be utilized are part of a new premises, to complete construction of the new premises according to the site plan and building plans filed with the township; and
- c. To otherwise comply with the requirements of this article.

(b) *Continued compliance.* Should any licensee or licensed premises at any time cease to meet the requirements of this section following issuance of a license, the township board may seek suspension or revocation pursuant to section 4-25.

(c) *Variances.*

(1) In connection with the issuance of a license, the township board, in its sole discretion, may allow a variance from the strict requirements of this article where it is shown by the applicant that:

- a. It would be impossible or very difficult for the applicant to comply with the strict requirements of this article (financial hardship alone shall not satisfy this requirement);
- b. The variance provides for adequate alternate means of ensuring that the spirit and intent of this article is maintained;
- c. The variance sought is sufficient to protect the health, safety and general welfare of the township and its residents;
- d. The variance sought will not contradict other applicable laws, rules or regulations.

(2) In connection with the grant of a variance, the township board may impose other requirements to ensure that the spirit and intent of this article is maintained and that the health, safety and general welfare of the township and its residents is protected.

(3) A variance granted pursuant to this section is not transferable to another licensee or location.

Sec. 4-24. – Review of application.

(a) The township board shall use criteria including but not limited to the following in determining which application, if any, should be granted:

(1) Zoning and use of the parcel and adjacent parcels.

(2) Availability of utilities.

(3) What uses will be conducted with the license.

(4) Traffic on adjacent streets and the existence of any traffic hazards in the area or produced by the applicant's proposed use.

(5) Economic backing of the applicant sufficient to conduct such a use.

(6) The design and layout of improvements of the applicant for his proposed use.

(7) Effect upon existing adjacent uses and uses in the vicinity.

(8) The location of any licensed establishments as it relates to potential traffic effects or hazards.

(9) The need for the type of establishment proposed by the applicant and whether the township is already adequately served by other establishments similar to the proposed establishment.

(10) Any information contained in the application or requirements of this article.

(11) Any other factors it deems appropriate to protect the public health, safety and welfare.

(b) In no event shall an application be approved without satisfactory compliance with the restrictions set forth in section 4-23, and the other provisions of this article.

Sec. 4-25. - Objections to renewal and request for revocation.

(a) *Procedure.*

(1) Before filing an objection to renewal or request for revocation of a license with the Michigan Liquor Control Commission, the township board shall hold a hearing and shall serve the license holder, by first class mail, mailed not less than ten days prior to the hearing with notice of the hearing, which notice shall contain the following:

- a. Notice of proposed action.
- b. Reasons for the proposed action.
- c. Date, time and place of the hearing.
- d. A statement that the license holder may present evidence and testimony and confront adverse witnesses.

(2) Following the hearing, the township board shall submit a written statement of its findings and determination to the license holder and the Michigan Liquor Control Commission.

(b) *Criteria for nonrenewal or revocation.* The township board may recommend nonrenewal or revocation of a license upon a determination by it that, based upon a preponderance of the evidence presented at the hearing, any of the following exist:

(1) Violation of any provision of this article or of the restrictions on licenses set forth in section 4-23.

(2) Maintenance of a nuisance (defined as any violation of this article, or any other township ordinance, or any state or federal law, rule or regulation, or the maintenance of any common law nuisance) upon the premises.

- (3) Fraudulent information provided upon original application or application for renewal.
- (4) The consumption of spirits on the premises, if it is licensed to sell only beer or wine, or both beer and wine.
- (5) Dancing or live entertainment open to the public, with or without an admission charge, unless holding a valid dance or dancing entertainment permit; or any live entertainment featuring lewd, lascivious, erotic, sensual or blatantly sexual themes, including, but not limited to, exotic dancing and countertop dance.
- (6) Any disorderly conduct or action which disturbs the peace and good order of the neighborhood.
- (7) Any incidents of prostitution, solicitation for prostitution, or larceny.
- (8) Any unlawful gambling activity or the placing or using of any unlawful gambling apparatus or paraphernalia therein.
- (9) Any unlawful possession, sale or use of any controlled substance.
- (10) Any violation of any other provision of any township ordinance, or any violation of any law, rule, regulation or lawful order or directive which is designed to protect the public health, safety or welfare.
- (11) Any violation of the Michigan Liquor Control Act or any rule or regulation promulgated by the Michigan Liquor Control Commission.
- (12) Nonpayment of any federal, state or local tax or special assessment.
- (13) Nonpayment or repeated delinquency payment of utility or other bills outstanding and owing to the township.
- (14) Any failure by the licensee, or the licensee's agent or employee to fully cooperate with any federal, state, county or township official.
- (15) Any failure by the licensee, or the licensee's agent or employee to fully cooperate with any law enforcement officer.

(16) After action of the Michigan Liquor Control Commission approving the license, the licensee has not engaged in, or has discontinued or terminated, the sale of beer and wines or spirits under the license at the premises for 12 or more consecutive months.

2. This Ordinance shall take effect thirty (30) days after publication.

Yeas: _____

Nays: _____

Absent: _____

Ordinance declared adopted.

I, Ruth Ann Karnes, the Clerk of Plainfield Charter Township, certify that the foregoing is a true and accurate copy of an ordinance adopted by this Township Board of Charter Township of Plainfield at a properly noticed regular meeting held on _____, 2014.

Ruth Ann Karnes, Clerk,
Plainfield Charter Township

INTEROFFICE MEMORANDUM

Date: February 25, 2014
To: Superintendent Cameron Van Wyngarden
From: Priscilla Walden



Cameron,

Attached is documentation regarding the purchase of a minibus for the Plainfield Northview Senior program. The process to acquire a minibus began in 2013 when the township was awarded a \$20,000 Community Development Block Grant to put towards the purchase of a minibus. We solicited the (free) help of Kent County Purchasing/Fleet Manager Calvin Brinks and his staff to aid us in the purchasing process. They developed a Request for Proposal with our input and that of Senior Center Director Christine Friedt and her bus committee members, as well as Steve Mullins of the Northview Schools transportation department. All resulting quotes were submitted to the Kent County Purchasing Department and then sent on to the township and Ms. Friedt for consideration.

The eight quotes from four different vendors range from \$54,737.00 to \$318,284.00. Ms. Friedt and her committee members recommend the purchase of the proposed new bus from Hoekstra Transportation, in the amount of \$54,737.00, be purchased. The \$34,737.00 balance owed after applying the \$20,000 grant money, will be paid for by the Northview Seniors with a combination of funds raised and their savings account. Plainfield Township will own and insure the bus, leasing it to the Northview Senior Program for \$1.00 per year. The bus should be ready for delivery in mid-spring. Attorney Eric Brandt will be asked to write a lease agreement between the two parties. Northview Public Schools has agreed to maintain the bus.



**Plainfield Charter
Township**

Purchasing Authorization

1. **DESCRIPTION OF PURCHASE:** The Manufacturer, model number and/or generic description identifying the specific items(s) required to meet the purpose described below.

See attached RFP for 29-45 passenger mini-bus for the PCT Northview Seniors

2. **PURPOSE:** Provide a brief description of the intended application(s) for the items to be purchased.

Transport seniors to and from various cultural, education, and social events meant to enrich their lives.

3. **ATTACH A MINIMUM OF THREE COMPETITIVE QUOTES.** (if sole source, describe efforts to identify other vendors to furnish the item(s) and why the other vendors were not asked to submit a competitive quotation. State all vendors solicited prior to submitting your Purchase Authorization, or attach a separate list.)

See attached spreadsheet with vender, bus description and quotes.

4. **RECOMMENDATION:** COST OF ITEM(S) / BUDGET ACCT. NO.: List the item, vendor, the cost of each item, indicate whether this expense was listed in approved budget, whether there are sufficient funds in the budget line item account number to be charged.

Item	Vendor	Cost	Amount Budgeted*
2013 Eldorado Nat'l 29 passenger shuttle bus	Hoekstra Transportation, Inc.	\$54,727	\$20,000 from Community Development Block Grant Funds. The balance paid by funds raised through the Northview Seniors program.

*Show current year's line item budget and remaining amount

5. **APPROVAL:**

Requestor's Name & Department: _____

Requestor's Signature: _____ DATE: _____

TOWNSHIP MANAGER OR DESIGNEE SIGNATURE: (necessary prior to purchase if item is > \$1,000, or item is not in current budget)

_____ DATE _____

Date of Township Board Approval if > \$5,000.00 _____



**FISCAL SERVICES DEPARTMENT
PURCHASING DIVISION**

Calvin Brinks, Division Manager

*Kent County Administration Building, 300 Monroe Avenue N.W., Grand Rapids, Michigan 49503-2289
Phone: (616) 632-7720 • Fax: (616) 632 -7715 • Email: purchasing@kentcountymi.gov*

SOLICITATION

Requesting Agencies	Kent County on behalf of Plainfield Township
Solicitation Type	Request for Proposal
Solicitation Number	1283
Description	Mini-bus
Date of Issuance	1/29/2014
Due Date	2/11/2014
Due Time (local)	2 PM
Buyer Name:	Laming
Purchasing Website	www.accesskent.com/purchasing

INTRODUCTION

The Kent County Purchasing Division on behalf of Plainfield Township is soliciting proposals for a 29-45 passenger Mini-bus.

Since 1978 the Northview Senior Citizens organization has engaged area senior citizens in weekly activities, events, outings and day trips. Northview Public Schools and Plainfield Charter Township have cooperatively operated the Northview (Plainfield) Senior Citizens Center. Our members live in their own homes and come to the center for programming. This organization financially generates and sustains its programs.

We have experienced considerable growth in both numbers and new programming in the last five years. Future focus is exploring and adding new programs, reaching more seniors *of all ages* and networking within the community.

SPECIFICATIONS

Used, Mini-bus in good working condition - minimum seating of 29-45 passengers. Economically priced new Mini-bus may be considered. No school buses.

Inside of vehicle:

Required: Forward facing seats, Air conditioned, easy access for senior citizens (low step height)

Prefer: Seat belts (or able to add them easily at low cost), Grabs on aisle seats, large windows, handrails on both sides upon entering the Mini-bus.

Engine:

Must have: diesel engine, automatic transmission

Prefer: engine located in front end of vehicle, air conditioner located on top of vehicle,

Please include the height of the steps going inside of the vehicle.

Examples of vehicles:

<http://www.georgetown-mi.gov/senior/>

http://www.busesonline.com/view-listing.cfm?listing_id=1356

http://www.busesonline.com/view-listing.cfm?listing_id=1399

http://www.busesonline.com/view-listing.cfm?listing_id=1110

INQUIRIES

Questions regarding this solicitation are to be submitted on the Requests for Bids, Proposals, & Quotes or Reverse Auctions page of the Kent County Purchasing Division's website by clicking the "inquiries" icon for this solicitation posting.

From date of issuance to the award announcement, all communication (including requests for information, comments, speculation, etc.) regarding this solicitation between Kent County, Plainfield Township and the Respondent or any of their individual members, shall be formal and only with the Kent County Purchasing Division. Formal communication shall include, but not be limited to: (1) general inquiries, (2) pre-submission written questions and answers, (3) site visits, and (4) addendums addressed to contact information provided.

Kent County and Plainfield Township reserves the right to publish and respond to an inquiry, respond directly to the inquirer without publishing, or not respond to the inquiry at its sole discretion. The decision to respond or not respond to an inquiry shall not be the basis for a protest of award.

Opportunity to submit questions is provided until forty-eight (48) hours (excluding Saturday and Sunday) before Request for Proposal, Request for Information and Invitation for Bid opening times and twenty-four (24) hours (excluding Saturday and Sunday) before Request for Quote and Reverse Auction opening times. It is the Respondent's sole responsibility to monitor all inquiries to properly prepare for this solicitation.

It is the Respondent's responsibility to become familiar with and fully informed regarding the terms, conditions, and specifications of this solicitation. Lack of understanding or misinterpretation of any portions of this solicitation shall not be cause for withdrawal after opening or for subsequent protest of award.

ADDENDUMS

Addendums will only be published on the Requests for Bids, Proposals, & Quotes or Reverse Auctions pages of the Kent County Purchasing Division's website.

Published responses to inquiries or published comments on the Requests for Bids, Proposals, & Quotes or Reverse Auctions page of the Kent County Purchasing Division's website are hereby incorporated into the solicitation specifications in lieu of an addendum.

It is the Respondent's sole responsibility to monitor the website until forty-eight (48) hours (excluding Saturday and Sunday) before the scheduled opening for addendums or posted responses to inquiries to properly prepare for a Request for Proposal, Request for Information or Invitation for Bid solicitation and twenty-four (24) hours (excluding Saturday and Sunday) for a Request for Quote or Reverse Auction solicitation.

INTENT

The intent of these specifications is to have a properly designed and all-inclusive response. Any requirements not in the specifications, but which are needed for such a response, are to be included in the submission.

STANDARD TERMS AND CONDITIONS

Plainfield Township reserves the right to require Kent County standard terms and conditions to apply to any actual order placed in response to a Respondent's submission. No attempt to modify Kent County's Standard Terms and Conditions shall be binding, absent agreement on such modification in writing and signed by Kent County. The Purchasing Standard Terms and Conditions are located on the Vendor Resources page of the Kent County Purchasing Division's website.

Each payment obligation is conditioned upon the availability of government funds appropriated or allocated for the payment of this obligation. If funds are not allocated and available for continuance of the services or product performed herein, either party may terminate the agreement at the end of the period for which funds are available. Plainfield Township shall notify the other party at the earliest possible time of the services that will or may be affected by the shortage of funds. No penalty shall accrue to either party in the event this provision is exercised, and neither party shall be obligated or liable for any further payments due or for any damages as a result of termination.

No payment shall be made to the Respondent for any extra material or services, or of any greater amount of money than stipulated to be paid in the contract, unless changes in or additions to the contract requiring additional outlay by the Respondent shall first have been expressly authorized and ordered in writing by contract amendment or otherwise furnished by an authorized agent of Plainfield Township.

The Respondent shall not discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.

The Respondent shall observe and comply with all applicable federal, state, and local laws, ordinances, rules and regulations which shall be deemed to include, but not be limited to, the Elliott-Larsen Civil Rights Act, the Persons with Disabilities Civil Rights Act and OSHA compliance.

Kent County and Plainfield Township encourages and solicits participation of qualified minority and women businesses consistent with the principle of utilizing the most highly qualified and competitive firms.

Freight Terms: F.O.B. Destination, Freight Paid.

Plainfield Township is tax exempt.

Vendor Representation and Warranty Regarding Federal Excluded Parties List: The Respondent acknowledges that the purchasing agent may be receiving funds from or through the Federal Government and those funds may not be used to pay any Respondent on the Federal Excluded Parties List (EPLS). The Respondent represents and warrants to the purchasing agent that it is not on the Federal EPLS. If the Respondent is in non-compliance at any time during execution or term of this agreement (including any extensions thereof), the Respondent shall be in breach and the purchasing agent shall be entitled to all remedies available to it at law or equity, specifically including but not limited to recovery of all moneys paid to the Respondent, all consequential damages (including the lost of grant funding or the requirement that grant funding be returned), and attorneys fees (including the costs of in-house counsel) sustained as a result of the Respondent's non-compliance with this warranty and representation.

Pursuant to the Michigan Iran Economic Sanctions Act, 2012 P.A. 517, by submitting a bid, proposal or response, Respondent certifies, under civil penalty for false certification, that it is fully eligible to do so under law and that it is not an "Iran linked business," as that term is defined in the Act.

Insurance requirements are posted on the Vendor Resources page of the Kent County Purchasing Division's website. Document "Insurance Requirements, Standard" applies to all responses other than professional services. Document "Insurance Requirements, Professional Services" applies to professional services.

The County and Plainfield Township are primarily seeking responses which meet the solicitation specifications. Responses which do not meet these specifications will be considered if the response is marked "Alternate", the deviations from the specifications are clearly noted, and detailed alternate specifications are included to allow sufficient evaluation. In case of dispute concerning the true intent and meaning of the specifications, the County shall interpret the same, and this interpretation shall be accepted by the Seller.

If the Respondent chooses to submit an alternate, it shall be the Respondent's responsibility to demonstrate that the substitute equals or exceeds the item specified in all relevant aspects and it must be provided at the time of submission. When a solicitation contains a specification which states no substitutes, no deviation will be permitted and the Respondent will be required to furnish articles in conformity with that specification.

Respondent warrants that they are an authorized provider of products or services of his/her submission.

MICHIGAN FREEDOM OF INFORMATION ACT

The Michigan Freedom of Information Act (FOIA) provides the public body with five (5) business days to respond to the request with a provision for an additional ten (10) day extension. The Kent County Purchasing Division may request an extension for any FOIA request received during a solicitation process. The FOIA Request Form for Purchasing is located on the Freedom of Information Act (FOIA) Requests page of Kent County's website under Online Services.

Information submitted in this solicitation is subject to the Michigan Freedom of Information Act and may not be held in confidence after the Respondent's submission is opened. A submission will be available for review after staff has evaluated it, or fifteen (15) business days after the opening date, whichever comes first.

Kent County cannot assure that any of the information submitted as part of or peripheral to the Respondent's submission will be kept confidential. Any Respondent submission language designated as confidential is considered automatically invalid and void. Kent County is subject to the Michigan

Freedom of Information Act, which prohibits it from concealing information on or associated with responses, successful or unsuccessful, once they are opened.

REQUEST FOR PROPOSAL SUBMISSION

GENERAL INFORMATION

To be considered, complete submissions must be received in the Kent County Purchasing Division, 300 Monroe Avenue, NW, Grand Rapids, MI 49503 no later than the due date and time specified (local time).

Submissions may be submitted electronically by selecting the Submit Online icon on the Requests for Bids, Proposals & Quotes page of the Kent County Purchasing Division's website. The Respondent must include its complete proposal as an attachment to the online form containing one file in PDF format unless otherwise designated.

Kent County confirms electronic responses by email following successful submission (contact the Kent County Purchasing Division prior to solicitation opening if confirmation is not received by the Respondent). The Respondent is responsible to view the confirmation to confirm their submission is received and accessible.

The time required to upload attachments following submission may vary. The Respondent assumes all risks associated with electronic submission (including all possible technical issues) and deems the County and its service provider harmless and without fault regardless the reason.

Submissions not submitted online shall be submitted in an envelope to the designated location prior to the scheduled opening. A CD/DVD ROM or USB flash drive marked "original" containing the proposal consisting of one file in PDF format shall be submitted unless other arrangements are made prior to the scheduled opening. The PDF file must not be password protected. The media will not be returned to the Respondent.

All submissions must be submitted to the designated location in an envelope or package unless otherwise specified or submitted electronically. The outside of the envelope or package and enclosed media must be clearly labeled with the solicitation number, opening date and time, and Respondent's name, telephone number, and company name.

If the submission is delivered by an express mail carrier, electronic submission when applicable, or by any other means, it is solely the Respondent's responsibility to ensure delivery to the Kent County Purchasing Division. Kent County and Plainfield Township is not responsible for deliveries made to any place other than the designated address or for any failure associated with any mode of delivery selected by the Respondent.

Kent County and Plainfield Township is not responsible for delays caused by any occurrence. The time/date stamp clock located in the Purchasing Division (or any other designated area) shall serve as the official authority to determine lateness of any proposal. Under no circumstances shall submissions delivered after the time specified be considered. The decision to refuse or consider a submission that was received beyond the date/time established shall not be the basis for a protest.

Late, faxed, or emailed responses will NOT be considered. To be considered timely, a complete response must be submitted before the stated due date and time.

The Respondent's submission must include any contract which Plainfield Township may be asked to sign. Plainfield Township reserves the right to present its own contract document in lieu of accepting the standard offered by the Respondent.

The Respondent certifies that the response submitted has not been made or prepared in collusion with any other Respondent and the prices, terms or conditions thereof have not been communicated by or on behalf of the Respondent to any other Respondent prior to the official opening of this request. This certification may be treated for all purposes as if it were a sworn statement made under oath, subject to the penalties for perjury. Moreover, it is made subject to the provisions of 18 U.S.C. Section 1001, relating to the making of false statements.

Sales and Marketing material beyond the scope of this request will not be used to determine the award and is not desired. Each submission should be simply and economically prepared providing a concise description of the Respondent's ability to perform the product or services requested. Emphasis should be on completeness and clarity of content.

Submissions may be withdrawn by written request only if the request is received on or before the opening date and time.

Submissions submitted not meeting these criterion may be deemed non-responsive.

Kent County and Plainfield Township are not liable for any costs incurred by any prospective Respondent prior to the awarding of a contract, including any costs incurred in addressing this solicitation.

While cost is a consideration, Plainfield Township will not use it as the sole determining factor in awarding this contract.

A submission shall constitute an irrevocable offer for a period of sixty (60) days from the opening date or until the date of award, whichever is earlier. In the event that an award is not made by Kent County and Plainfield Township within sixty (60) days from the opening date, the Respondent may withdraw his/her submission or provide a written extension of his/her response.

Each submission must be signed by a person authorized to sign contracts on the behalf of the Respondent. The name of the person signing must be followed by title.

SUBMISSION FORMAT (Submissions must be submitted in the format outlined below)

Business Organization – One (1) page maximum

State the full name and address of the organization and, if applicable, the branch office, consultants, or other subordinate elements that will provide or assist in providing the service. Include phone number(s), email address(s) and Respondent's website address.

Indicate whether Respondent operates as an individual, partnership, limited liability company (LLC) or corporation; if as an LLC or corporation, include the state in which Respondent is incorporated and if the LLC or corporation is authorized to do business in the State of Michigan.

Recommendation – Unlimited

Provide the proposed recommendation in response to this solicitation and subsequent addendums or correspondence with focus on the technical specification of the request. Include detailed descriptions, warranties and any known mechanical concerns with the equipment. Emphasis on clarity and detail of the proposal is an important consideration in evaluation of the responses. Respondent may submit multiple options including both used and new Mini-bus recommendations.

Pricing Methodology

Provide a pricing methodology with attention to detail and understandability in a PDF file, or second attachment if submitting electronically, that includes a properly designed and implemented all-inclusive response.

EVALUATION, STATUS UPDATES/AWARD NOTIFICATION

Kent County and Plainfield Township reserves the right to request additional information it may deem necessary after the submissions are received. Kent County and Plainfield Township will not be liable for any costs incurred by the Respondent as a result of this request.

As part of the evaluation process, Kent County and Plainfield Township representatives reserve the right to inspect the equipment, including but not limited to, sight or independent third party inspections.

Kent County and Plainfield Township reserves the right at its discretion to waive irregularities of this solicitation process.

In the event of extension errors, the unit price shall prevail and the Respondent's total offer will be corrected accordingly. In the event of addition errors, the extended totals will prevail and the Respondent's total will be corrected accordingly. Respondent must check their submission where applicable. Failure to do so will be at the Respondent's risk. Submissions having erasures or corrections must be initialed in ink by the Respondent. Respondents are cautioned to recheck their submissions for possible errors.

Any errors, omissions or discrepancies in the specifications discovered by a prospective Respondent shall be brought to the attention of the Kent County Purchasing Division as soon as possible after discovery. Further, the Respondent shall not be allowed to take advantage of error, omissions or discrepancies in the specifications.

Plainfield Township, at its sole discretion, reserves the right to award to the Respondent whose response is deemed most advantageous to Plainfield Township. Kent County and Plainfield Township, at its sole discretion, shall select the most responsive and responsible Respondent and evaluate all responses based on the requirements and criterion set forth in this solicitation while reserving the right to weigh specifications and other factors in the award. Plainfield Township reserves the right to reject any and all submissions as a result of this solicitation.

Accelerated discounts should be so stated at the time of submission. If quick-pay discounts are offered, Plainfield Township reserves the right to include that discount as part of the award criterion. Prices must, however, be based upon payment in thirty (30) days after receipt, inspection, and acceptance. In all cases,

quick-pay discounts will be calculated from the date of the invoice or the date of acceptance, whichever is later.

Award notifications are posted on the Solicitation Status Page of the Kent County Purchasing Division's website. It is the Respondent's responsibility to monitor the website for status updates.

Kent County and Plainfield Township appreciates the interest, effort, and time spent in responding to this solicitation.

RFP 1283 - Mini Bus
 Due Date/Time: 2/11/2014 2:00PM

Vendor	Year	Model	New/Used	Quote
Hoekstra Transportation, Inc.	2013	Eldorado National 29 Passenger Shuttle	New	\$54,737.00
Midwest Transit Equipment, Inc.	2013	IC-Starcraft 28 Passengers with Full Rear Luggage	New	\$78,900.00
New Flyer of America, Inc.		MD30		\$318,284.00
New Flyer of America, Inc.		MD35		\$327,284.00
TESCO	2008	Goshen 35 Passenger (Q# UQ28212)	Used	\$61,900.00
TESCO	2014	Goshen Coach 29 Passenger (Q# NQ29832)	New	\$82,900.00
TESCO	2013	Glaval Entourage 29 Passenger (Q# NQ29778)	New	\$89,900.00
TESCO	2011	Turtle Top 32 Passenger (Q# UQ28206)	Used	\$104,900.00

Note: This document shall not be construed as a comment on the responsiveness and is subject to change during the review process. This information is not an indicator of award.

G:\BID-RFP-RFQ Originals\2014\1283 Shuttle Bus Plainfield Twp\Tab Sheet



Kent County Purchasing Division

RFP 1283 Solicitation Form

Vendor Information

Company Name: Hoekstra Transportation, Inc.
Contact Name: Steve Bolin
Contact Title: Commercial Products Manager
Address 1: 3741 Roger B Chaffee
Address 2:
City: Grand Rapids
State: MI
Zip Code: 49548
Email: SBolin@HoekstraTruck.com
Phone: 616-299-5170

Terms

After receipt of a Kent County purchase order, this order will be complete within 7 days.
 Bid prices are firm for Kent County's acceptance until 60. (Allow a minimum of 30 days.)
 Invoice Terms: Net 30.

Bid Information

Attachment: [RFP1283_RFP_1283_Hoekstra.pdf](#)
Attachment: [RFP1283_RFP_1283_Hoekstra.pdf](#)

Vendor Comments: Submitting early due to out of state travel on due date. This vehicle will be available for hands on demonstration at your request. Thank you!

By submitting the solicitation form electronically, the Seller certifies that he/she has read and understands the solicitations and is authorized on behalf of their firm. All submissions are subject to [Kent County Standard Terms and Conditions](#). All Kent County specifications shall become part of any contract award unless otherwise negotiated and agreed. The latest responsive submission shall supersede any and all prior submissions.

Seller may upload solicitation supporting documents. Sales and marketing material beyond the scope of this request will not be used to determine award. If, and to the extent, the attachment conflicts with the Solicitation, the Solicitation Specifications shall apply.

Upon clicking submit, the Seller has read and understands the solicitation and agrees to provide the products and/or services in accordance to the submission. Failure to perform the products and/or services for the submitted amount may exclude the Seller from future opportunities for one year in addition to any other remedy available to Kent County. A confirmation will be sent by email to the Seller after successfully submitting a solicitation response.



Kent County Purchasing
 616.632.7720



Proposed by:
Steve Bolin, CPM

Hoekstra Transportation, Inc.
3741 Roger B. Chaffee Blvd.
Grand Rapids, MI 49548
616-299-5170 Mobile
616-245-7726 FAX
616-389-1130 Office
SBolin@HoekstraTruck.com

INTRODUCTION:

Thank you for the opportunity to participate in this procurement. Hoekstra Transportation, Inc. is a *local GRAND RAPIDS business with local service and support facilities*. We will be celebrating our 86th year as a Michigan small business this year.

I was excited to see this RFP as I am a resident of Plainfield Township and an obvious advocate of transportation services like this! I have also included a list of our staff members and our qualifications with this proposal.

PRICE PROPOSAL: 2013 Eldorado National 29 Passenger Shuttle = \$54,712*
(Color is Brilliant Silver Metallic)

*Pricing is before any applicable tax, title, or plate fees and includes all current OEM incentives and discount programs. Ford program subject to change by OEM.

SHUTTLE DETAILS:

We are proposing a NEW 29 Passenger ADVANTAGE Shuttle by Eldorado National as a potential solution. A new ADVANTAGE represents an opportunity for the Northview (Plainfield) Senior Citizens Center to have a large, comfortable and safe shuttle bus without the problems, liabilities and maintenance costs that inevitably come with used buses that others have returned.

This shuttle has a gasoline engine rather than a diesel engine. As you may be aware, diesel engines have been plagued with reliability issues over the last decade stemming from federally mandated emission regulations (2004, 2007, 2010, 2014).

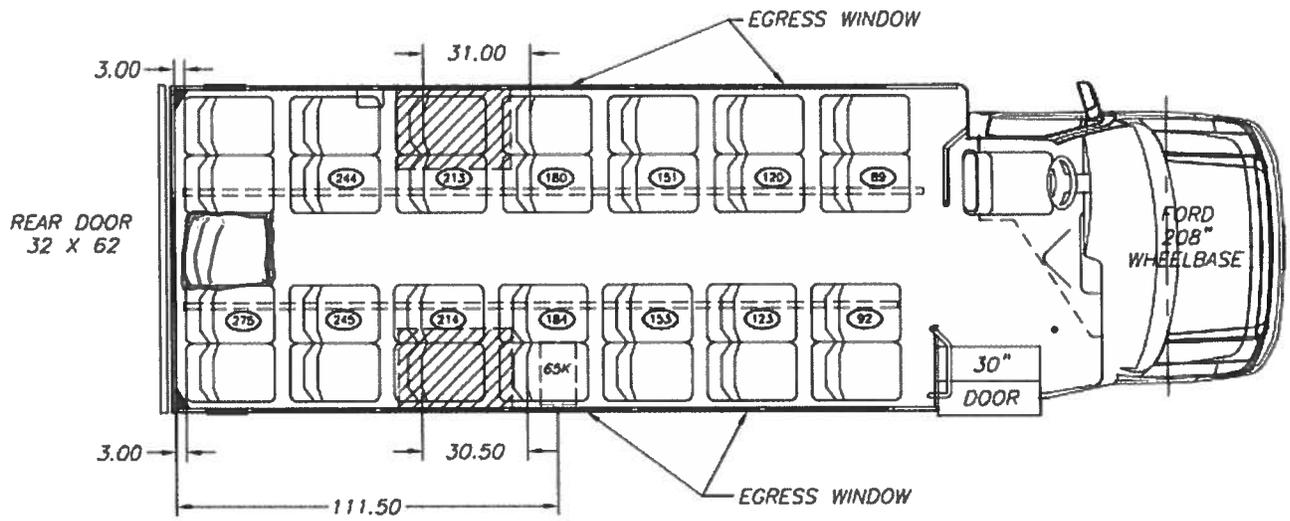
Ford Motor Co., International, Caterpillar, Mercedes Benz and others have actually dropped various lines of diesel engines because of these issues. Add to this the expense of maintaining the new diesel particulate traps and regeneration systems AND a premium of approx. \$6000 per engine and you begin to understand why most of our commercial bus customers (including many of the State of Michigan transit agencies such as *ITP The Rapid* and *Georgetown Seniors*) have moved to the less expensive and more reliable gasoline engines.

Below is a list of the equipment on this shuttle. I would request an opportunity to bring this vehicle to your location for a hands-on demonstration, if appropriate, prior to your final decision.

OPTIONS INCLUDED IN THIS SHUTTLE	OPTIONS INCLUDED IN THIS SHUTTLE
<input checked="" type="checkbox"/> 2013 ADVANTAGE 270 BODY	<input checked="" type="checkbox"/> PLUSH FABRIC SEAT COVERS
<input checked="" type="checkbox"/> 2013 E450 FORD 208" Wheel base	<input checked="" type="checkbox"/> PASSENGER SEATBELTS
<input checked="" type="checkbox"/> 6.8L Gas V10 Engine	<input checked="" type="checkbox"/> SEAT BACK GRAB HANDLES
<input checked="" type="checkbox"/> MOR.RYDE SUSPENSION UPGRADE	<input checked="" type="checkbox"/> AISLE ARM RESTS, FOLD-UP
<input checked="" type="checkbox"/> UPGRADED DRIVER'S SEAT	<input checked="" type="checkbox"/> REVERSE ALARM
<input checked="" type="checkbox"/> DRIVER'S RUNNING BOARD	<input checked="" type="checkbox"/> INTERIOR MIRROR
<input checked="" type="checkbox"/> ELECTRIC ENTRY DOOR	<input checked="" type="checkbox"/> FIRST AID KIT, 16 UNIT
<input checked="" type="checkbox"/> REAR CARGO DOOR	<input checked="" type="checkbox"/> FIRE EXT & REFLECTOR KIT
<input checked="" type="checkbox"/> TINTED T-TOP WINDOW PKG	<input checked="" type="checkbox"/> RADIO, AM-FM-CD
<input checked="" type="checkbox"/> HIGH CAPACITY REAR A/C 70KBTU	<input checked="" type="checkbox"/> NAT-COAT FLOORING UPGRADE
<input checked="" type="checkbox"/> REAR HEATER, 65K BTU PROAIR	<input checked="" type="checkbox"/> CAB UNDERCOATING
<input checked="" type="checkbox"/> DUAL BATTERIES	<input checked="" type="checkbox"/> ENGINE FAST IDLE
<input checked="" type="checkbox"/> MID-BACK SEATING FOR 28 PASSENGERS	<input checked="" type="checkbox"/> PLUS STANDARD FEATURES BELOW:

Unless otherwise specified above, the following is a listing of Eldorado's standard equipment:

- Deluxe exterior mirror with convex mirror
- Interior driver rear view mirror
- Heavy duty steel rear wrap around bumper (powder coated)
- Master electrical panel easily accessible in operator compartment
- All wiring color, number and function coded - loomed and secured in position with ties
- All wiring Door activated interior lights with driver override
- Steel cage construction
- One piece roof design
- Non corrosive aluminum body panels
- Steel, diagonally reinforced passenger area crash barrier with seat track
- Floor frame tubular steel with rubber shock isolators
- Trac-Lok seat track allows easy seat movement
- Stainless steel hand rails and stanchions
- Road and curb side modesty panels
- 5/8" exterior grade plywood subfloor undercoated and edge sealed



About Us

Family-owned and operated since 1928, Hoekstra Transportation is committed to supplying and servicing all of your transportation needs. We currently represent the following vehicle manufacturers – Mercedes Sprinters vans and buses, Thomas Built Buses for both school and commercial buses, EIDorado National for transit commercial buses and Mobility Ventures MV-1. Hoekstra Transportation is also your one-stop-shop for Alternative Fuel technologies. We are a certified ROUSH CleanTECH LPG Autogas sales, installation and servicing dealer.

Hoekstra Transportation currently holds 6 large volume contracts including both the light duty, small bus and medium duty bus contracts for the State of Michigan. It is this volume and experience that allows HTI to service our customers so well.

Whether our customer is a hospital, church, retirement community, out-reach program, college or university, school system, private or public transit agency, our dedication to customer service is unmatched.

We also offer mobile service and parts technicians that help service maintenance facilities throughout the Mid-West. Hoekstra Transportation is proud of the value we provide through our many products and services. Your satisfaction is the driving force behind what we do.

When you choose Hoekstra Transportation, you can feel confident in knowing you have chosen the best as your "Partner in Transportation!" Thank you!

Steve Bolin – 13 years experience - Commercial Products Manager/Contract Administrator
3741 Roger B Chaffee Blvd, Grand Rapids, MI
PH: 616-389-1130

Mark Hoekstra – 21 years experience - President.
Main office is at 260 36th Street, SE Grand Rapids, Michigan
PH: 616-389-1106

Tom Hoekstra – 21 years experience - Vice President
3741 Roger B Chaffee Blvd, Grand Rapids, MI
PH: 616-245-7440

Rebecca Lallo – 17 years experience - Warranty & Sales Administrator
3741 Roger B Chaffee Blvd, Grand Rapids, MI
PH: 616-245-7440

Matt Reiffer – 15 years experience - Service Manager Grand Rapids
3741 Roger B Chaffee Blvd, Grand Rapids, MI
PH: 616-389-1125

Randy Trimm – 20 years experience - Parts Department
3741 Roger B Chaffee Blvd, Grand Rapids, MI
PH: 616-389-1121



Hoekstra Transportation, Inc.
 3741 Roger B. Chaffee Blvd., Grand Rapids, MI 49548
 616.245.7440
 555 Oliver Street, Troy, MI 48084
 248.244.8942

RETAIL ORDER FOR A MOTOR VEHICLE

DATE: 2-11-14
 PURCHASER'S NAME: _____
 STREET ADDRESS: _____
 CITY: _____ STATE: _____ ZIP: _____
 EMAIL: _____
 BUS. PHONE: _____
 BUS. FAX: _____

PLEASE ENTER MY ORDER FOR THE FOLLOWING NEW PRE-OWNED DEMO
 YEAR: 2013 MAKE: Eldorado Nat'l MODEL OR SERIES: Advantage BODY TYPE: 270 COLOR: SILVER TRIM: _____
 VIN: 1FDFE4FS1DDB35087 STOCK NO: _____ MILEAGE: _____

BASE VALUE PRICE:	\$	54,712	00	USED VEHICLE TRADE-IN AND/OR OTHER CREDITS
VEHICLE OPTIONS:	\$			MAKE OF TRADE-IN:
ACCESSORIES:	\$			YEAR: MODEL: BODY:
				VIN:
				BALANCE OWED TO:
				ADDRESS:
				USED TRADE-IN ALLOWANCE:
				BALANCE OWED ON TRADE-IN:
				NET ALLOWANCE ON USED TRADE-IN:
				DEPOSIT OR CREDIT BALANCE:
				DOWN PAYMENT (trans. to Left Col.):
				REMARKS
CASH SALE PRICE OF DESCRIBED MOTOR VEHICLE:	\$	54,712	00	To initiate purchase, please sign sales agreement and email to SBolin@HoekstraTruck.com
LICENSE, LICENSE TRANSFER, IN-TRANSIT PERMIT:		10	00	Insurance certificate and titling information will be needed prior to delivery.
DOCUMENTATION FEE:				
EXTENDED WARRANTY / FLEET CARE:				
TITLE:		15	00	
STATE AND LOCAL TAXES:		EXCEMPT		
1. TOTAL PRICE OF UNIT	\$	54,737	00	
2. DOWN PAYMENT consisting of: _____	\$			
3. UNPAID CASH BALANCE DUE ON DELIVERY (difference between items 1 and 2)	\$			

Attention Used Vehicle Buyers: If you are buying a used vehicle with this contract, federal regulations may require a special buyer's guide to be displayed on the window of the vehicle. THE INFORMATION YOU SEE ON THE WINDOW FORM FOR THIS VEHICLE IS PART OF THIS CONTRACT. INFORMATION ON THE WINDOW FORM OVERRIDES ANY CONTRARY PROVISION IN THE CONTRACT OF SALE
 ALL WARRANTIES, IF ANY, BY A MANUFACTURER OR SUPPLIER OTHER THAN DEALER ARE THEIRS, NOT THE DEALER'S, AND ONLY SUCH MANUFACTURER OR OTHER SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES, UNLESS DEALER FURNISHES BUYER WITH A SEPARATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY DEALER ON ITS OWN BEHALF. DEALER HEREBY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE: (A) ON ALL GOODS AND SERVICES SOLO BY DEALER, AND (B) ON ALL USED VEHICLES WHICH ARE HEREBY SOLO "AS IS-NOT EXPRESSLY WARRANTED OR GUARANTEED".

The front and back of this Order comprise the entire agreement affecting this purchase and no other agreement or understanding of any nature concerning same has been made or entered into, or will be recognized. I hereby certify that no credit has been extended to me for the purchase of this motor vehicle except as appears in writing on the face of this agreement. I have read the matter printed on the back hereof and agree to it as part of this order the same as if it were printed above my signature. I certify that I am of legal age, and hereby acknowledge receipt of a copy of this order.

PURCHASER'S SIGNATURE: _____ DATE: _____

ACCEPTED BY: _____ DATE: _____
 DEALER OR AUTHORIZED REPRESENTATIVE

ADDITIONAL TERMS AND CONDITIONS

1. As used in this Order the terms (a) "Dealer" shall mean the authorized Dealer to whom this Order is addressed and who shall become a party hereto by its acceptance hereof, (b) "Purchaser" shall mean the party executing this Order as such on the face hereof, and (c) "Manufacturer" shall mean the Corporation that manufactured the vehicle or chassis, it being understood by the Purchaser and Dealer that Dealer is in no respect the agent of Manufacturer, that Dealer and Purchaser are the sole parties to this Order and that reference to Manufacturer herein is for the purpose of explaining generally certain contractual relationships, existing between Dealer and Manufacturer with respect to new motor vehicles.
2. Manufacturer has reserved the right to change the price to Dealer of new motor vehicles without notice. In the event the price to Dealer of new motor vehicles of the series and body type ordered hereunder is changed by Manufacturer prior to delivery of the new motor vehicle ordered hereunder to Purchaser, Dealer reserves the right to change the cash delivered price of such motor vehicle to Purchaser accordingly. If such cash delivered price is increased by Dealer, Purchaser may, if dissatisfied therewith, cancel this order.
3. If the used motor vehicle which has been traded in as a part of the consideration for the motor vehicle ordered hereunder is not to be delivered to Dealer until delivery to Purchaser of such motor vehicle, the used motor vehicle shall be reappraised at that time and such reappraised value shall determine the allowance made for such used motor vehicle. If such reappraised value is lower than the original allowance therefore shown on the front of this Order, Purchaser may, if dissatisfied therewith, cancel this Order, provided, however, that such right to cancel is exercised prior to the delivery of the motor vehicle ordered hereunder to the Purchaser and surrender of the used motor vehicle to Dealer.
4. Purchaser agrees to deliver to Dealer satisfactory evidence of title to any used motor vehicle traded in as a part of the consideration for the motor vehicle ordered hereunder at the time of delivery of such used motor vehicle to Dealer. Purchaser warrants any such used motor vehicle to be his property free and clear of all liens and encumbrances except as otherwise noted herein.
5. Manufacturer has reserved the right to change the design of any new motor vehicle, chassis accessories or parts thereof at any time without notice and without obligation to make the same or any similar change upon any motor vehicle, chassis, accessories or parts thereof previously purchased by or shipped to Dealer or being manufactured or sold in accordance with Dealer's orders. Correspondingly, in the event of any such change by Manufacturer, Dealer shall have no obligation to Purchaser to make the same or any similar change in any motor vehicle, chassis, accessories or parts thereof covered by this Order either before or subsequent to delivery thereof to Purchaser.
6. Dealer shall not be liable for failure to deliver or delay in delivering the motor vehicle covered by this Order where such failure or delay is due, in whole or in part, to any cause beyond the control or without the fault or negligence of Dealer.
7. The price for the motor vehicle specified on the face of this Order includes reimbursement for Federal Excise taxes, but does not include sales taxes, use taxes or occupational taxes based on sales volume, (Federal, State, or Local) unless expressly so stated. Purchaser assumes and agrees to pay, unless prohibited by law, any such sales, use or occupational taxes imposed on or applicable to the transaction covered by this Order, regardless of which party may have primary tax liability therefore.
8. PURCHASER SHALL NOT BE ENTITLED TO RECOVER FROM DEALER ANY CONSEQUENTIAL DAMAGES, DAMAGES TO PROPERTY, DAMAGES FOR LOSS OF USE, LOSS OF TIME, LOSS OF PROFITS, OR INCOME, OR ANY OTHER INCIDENTAL DAMAGES.
9. The Purchaser, before or at the time of delivery of the motor vehicle covered by this Order will execute such forms of agreement or documents as may be required by the terms and conditions of payment indicated on the front of this Order.

9/2

Memorandum

To: Township Board

From: Cameron L. Van Wyngarden, Township Superintendent

Date: 2/13/2014

Re: Discussion on Economic Development

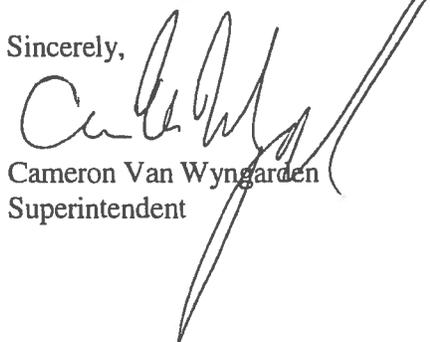
Board,

During our recent effort to identify our goals and objectives, and then to rank them by priority, the general consensus of the group was that Economic Development is an extremely high priority for Plainfield Township. This came as no surprise to me, as this was communicated to me by many of you in our conversations over the past few months.

So, let's talk about Economic Development. First question; "what does the term Economic Development mean to you?" The answer to that question leads into the next; "What should be the Township's role in Economic Development?" The answers to these two questions will greatly shape the strategy and direction the Township will take.

Please come to the Board meeting prepared to answer these two questions so we can have a meaningful discussion on this topic.

Sincerely,



Cameron Van Wyngarden
Superintendent

Memorandum

To: Township Board
From: Cameron L. Van Wyngarden, Township Superintendent
Date: 2/26/2014
Re: Township Board meeting format discussion

Board,

Following our last meeting where we had to table a discussion item because we spent two and a half hours on other business, I asked for your help in finding a way to use our meeting time more efficiently. Many Board members have suggested we go back to a format that included a public pre-board meeting where Board members could ask questions of me and staff members in a more casual setting.

The goal in holding a public pre-board meeting would be to handle questions on consent agenda items and other general questions before moving into the formal board meeting. If a public pre-board meeting format is used, I would still ask that Board members attempt to ask their questions in advance of the meeting to allow staff sufficient time to provide a complete answer.

I request that the Board discuss this proposed format change and decide how they would like to proceed.

Sincerely,

Cameron Van Wyngarden
Superintendent