

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 28, 2020**

CALL TO ORDER

CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 28, 2020

ITEM A
ROLL CALL

CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 28, 2020

ITEM B
PLEDGE OF ALLEGIANCE

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 28, 2020**

**ITEM C
APPROVAL OF AGENDA
TUESDAY, JANUARY 28, 2020**

CALL TO ORDER AT _____ P.M.

A. ROLL CALL: Kurt Heise_____, Mark Clinton_____, Chuck Curmi_____,
Bob Doroshewitz_____, Jerry Vorva_____, Jack Dempsey_____,
Gary Heitman_____

B. PLEDGE OF ALLEGIANCE

2019 POLICE AND FIRE AWARDS

C. APPROVAL OF AGENDA

Tuesday, January 28, 2020

D. APPROVAL OF CONSENT AGENDA

D.1 Approval of Minutes:

Regular Meeting – Tuesday, January 14, 2020

D.2 Acceptance of Communications, Resolutions, Reports

Building Department Monthly Report - December 2019

Fire Department Monthly Report - December 2019

Fire Department Year End Report - January - December 2019

Police Department Monthly Report - December 2019

Planning Department Monthly Report - December 2019

FOIA Monthly Report - Clerk's Office - December 2019

FOIA Monthly Report - Police Department - December 2019

D.3 Approval of Township Bills:

FUND	ACCT	ALREADY PAID	TO BE PAID	TOTAL:
General Fund	101	\$445,222.80	\$110,297.07	\$555,519.87
Solid Waste Fund	226	3,572.12	113,377.34	116,949.46

Improvement Revolving (Capital)	246	0.00	0.00	0.00
Drug Forfeiture Fund	265	0.00	0.00	0.00
Drug Forfeiture State	266	0.00	0.00	0.00
Drug Forfeiture IRS	267	0.00	0.00	0.00
Golf Course Fund	510	0.00	0.00	0.00
Senior Transportation	588	4,215.84	17.47	4,233.31
Water/Sewer Fund	592	291,183.73	262,233.33	553,417.06
Trust and Agency	701	58,949.50	0.00	58,949.50
Police Bond Fund	702	300.00	0.00	300.00
Tax Pool	703	65,106.71	0.00	65,106.71
Special Assessment Capital	805	0.00	18,600.25	18,600.25
TOTALS:		\$868,550.70	\$504,525.46	\$1,373,076.16

E. PUBLIC COMMENTS AND QUESTIONS (Limited to 3 minutes)

F. NEW BUSINESS

1. Litchfield SAD Hearing of Assessment, *Public Services Director Patrick Fellrath and OHM Advisors Principal George Tsakoff*

2. Adoption of Litchfield Drive Reconstruction Special Assessment District (SAD) and Assessment Roll, **Resolution #2020-01-28-08**, *Public Services Director Patrick Fellrath and OHM Advisors Principal George Tsakoff*
3. Litchfield SAD Award of Bid, **Resolution #2020-01-28-09**, *Public Services Director Patrick Fellrath and OHM Advisors Principal George Tsakoff*
4. DPW Land Purchase Agreement Extension, **Resolution #2020-01-28-10**, *Supervisor Kurt Heise and Attorney Kevin Bennett*
5. 2020 - 2024 Contract with Dispatcher/PSA Union, **Resolution #2020-01-28-11**, *Supervisor Kurt Heise and Police Chief Tom Tiderington*
6. Historic District Commission Appointment, **Resolution #2020-01-28-12**, *Supervisor Kurt Heise*

G. SUPERVISOR AND TRUSTEE COMMENTS

H. PUBLIC COMMENTS AND QUESTIONS (Limited to 3 Minutes)

I. ADJOURNMENT

PLEASE TAKE NOTE: The Charter Township of Plymouth will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at all Township Meetings, to individuals with disabilities at the Meetings/Hearings upon two weeks' notice to the Charter Township of Plymouth by writing or calling the following: Human Resource Office, 9955 N Haggerty Road, Plymouth, MI 48170. Phone number (734) 354-3202 TDD units: 1-800649-3777 (Michigan Relay Services)

The public is invited and encouraged to attend all meetings of the Board of Trustees of the Charter Township of Plymouth.

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 28, 2020**

CONSENT AGENDA

**ITEM D.1
APPROVAL OF MINUTES
REGULAR MEETING
TUESDAY, JANUARY 14, 2020**

Supervisor Heise called the meeting to order at 7:02 p.m.

MEMBERS PRESENT: Kurt Heise, Supervisor
 Mark Clinton, Treasurer
 Charles Curmi, Trustee
 Jack Dempsey, Trustee
 Robert Doroshewitz, Trustee
 Gary Heitman, Trustee
 Jerry Vorva, Clerk

MEMBERS ABSENT: None

OTHERS PRESENT: Patrick Fellrath, P.E., Dir. of Public Services
 Dan Phillips, Fire Chief
 Thomas Tiderington, Police Chief
 Kevin Bennett, Township Attorney
 Jeremy Shrot, Spalding DeDecker Associates
 Alice Geletzke, Recording Secretary
 14 Members of the Public

B. PLEDGE OF ALLEGIANCE – Susan Bondie

C. APPROVAL OF AGENDA

Tuesday, January 14, 2020

Moved by Clerk Vorva and seconded by Trustee Heitman to approve the agenda for the Board of Trustees regular meeting of January 14, 2020. Ayes all.

D. APPROVAL OF CONSENT AGENDA

D.1 Approval of Minutes:

Regular Meeting – Tuesday, December 10, 2019

Study Session – January 7, 2020

D.2 Acceptance of Communications, Resolutions, Reports

N/A

D.3 Approval of Township Bills:

FUND	ACCT	ALREADY PAID	TO BE PAID	TOTAL:
General Fund	101	\$1,358,337.96	\$206,525.87	\$1,564,863.83
Solid Waste Fund	226	8,740.18	129,852.19	138,592.37
Improvement Revolving (Capital)	246	0.00	0.00	0.00
Drug Forfeiture Fund	265	0.00	0.00	0.00
Drug Forfeiture State	266	0.00	0.00	0.00
Drug Forfeiture IRS	267	0.00	0.00	0.00
Golf Course Fund	510	37,569.96	(7.80)	37,562.16
Senior Transportation	588	10,192.77	89.34	10,282.11
Water/Sewer Fund	592	387,032.71	392,799.89	779,832.60
Trust and Agency	701	74,758.16	0.00	74,758.16
Police Bond Fund	702	9,702.00	0.00	9,702.00
Tax Pool	703	0.00	0.00	0.00
Special Assessment Capital	805	76.02	0.00	76.02
TOTALS:		\$1,886,409.76	\$729,259.49	\$2,615,669.25

Moved by Trustee Heitman and seconded by Clerk Vorva to approve the consent agenda for the Board of Trustees regular meeting of January 14, 2020. Ayes all.

E. PUBLIC COMMENTS AND QUESTIONS (Limited to 3 minutes)

Susan Bondie had information regarding a meeting concerning the Plymouth-Canton school bond issue to be held on Wednesday at the Plymouth Library.

F. NEW BUSINESS

Copies of the Resolutions listed below are available in the Clerk's office for public perusal.

1. General Drive Bid Award, **Resolution #2020-01-14-01**, *Public Services Director Patrick Fellrath and OHM Advisors Principal George Tsakoff*

Public Services Director Fellrath and Mr. Tsakoff of OHM Advisors answered questions from the Board regarding the bids received for the General Drive project.

Moved by Trustee Heitman and seconded by Trustee Curmi to adopt **Resolution #2020-01-14-01** authorizing the award of the contract for the General Drive SAD Road Reconstruction Project to Mark Anthony Contracting, Inc., in the amount of \$1,227,176.73. Ayes all on a roll call vote.

2. Annual Cross-Connection Inspection Contract, **Resolution #2020-01-14-02**, *Public Services Director Patrick Fellrath*

Moved by Clerk Vorva and seconded by Trustee Heitman to adopt **Resolution #2020-01-14-02** authorizing the professional service agreement between the Township and HydroCorp for the implementation of the Cross Connection Control program and authorize the Supervisor and Clerk to sign the agreement, contingent upon legal review and approval by the Township Attorney. Ayes all on a roll call vote.

3. SAD Policy Revisions Opinion Letter, *Attorney Kevin Bennett*

Attorney Bennett reviewed his letter of January 8, 2020 regarding the creation of Special Assessment Districts. In it the statutory process was outlined, as well as certain criteria that are discretionary considerations of the Board.

After discussion, it was agreed that Attorney Bennett, Director Fellrath and Engineer Shrot would work on further revamping and updating the current SAD policy.

Beth Ellis of Colony Farms expressed her concerns regarding the appropriation of costs to condo owners.

Another resident had questions regarding the SAD process and how payments are made.

4. EMS Fee Schedule Revisions, **Resolution #2020-01-14-03**, *Fire Chief Dan Phillips*

Fire Chief Phillips answered questions regarding increasing the EMS fees to whatever is set by Blue Cross/Blue Shield.

Treasurer Clinton suggested having the Resolution read that Plymouth Township's rates would be the same as those set by Blue Cross/Blue Shield at the beginning of each year. This would eliminate having to come back before the Board each year to change the rates.

Moved by Trustee Dempsey and seconded by Clerk Vorva to adopt **Resolution #2020-01-14-03** authorizing amended transport fees and adding them to Plymouth Township's Comprehensive fee schedule. Ayes all on a roll call vote.

Mary Weidel had questions regarding the pace setter for the fees.

Another resident had questions regarding the fees.

5. Purchase of Fire Engine from City of Plymouth, **Resolution #2020-01-14-04**, *Fire Chief Dan Phillips*

Chief Phillips reviewed the reasons for considering this purchase, as discussed at the study session of January 7.

It was noted that the budget amendment is now included in the Resolution.

Moved by Supervisor Heise and seconded by Clerk Vorva to adopt **Resolution #2020-01-14-04** authorizing the purchase of a pumper from the City of Plymouth. Ayes all on a roll call vote.

6. Township Hall Historical Marker Amendments, **Resolution #2020-01-14-05**, *Trustee Jack Dempsey*

Moved by Trustee Dempsey and seconded by Trustee Curmi to adopt **Resolution #2020-01-14-05** authorizing the text of the proposed Michigan Historical Marker as approved by the Michigan Historical Commission, subject to two typographical corrections, and installation on the grounds of Township Hall. Ayes all on a roll call vote.

7. DDA/BRA Authority Re-Appointment, **Resolution #2020-01-14-06**, *Supervisor Kurt Heise*

Moved by Trustee Heitman and seconded by Clerk Vorva to adopt **Resolution #2020-01-14-06** authorizing the reappointment of Mr. John Bidigare to the Downtown Development Authority/Brownfield Redevelopment Authority for a term ending January 31, 2024. Ayes all on a roll call vote.

8. DDA/BRA Authority Re-Appointment, **Resolution #2020-01-14-07**, *Supervisor Kurt Heise*

Moved by Clerk Vorva and seconded by Trustee Heitman to adopt **Resolution #2020-01-14-07** authorizing the reappointment of Mr. Michael Kolb to the Downtown Development Authority for a term ending January 31, 2024. Ayes all on a roll call vote.

G. SUPERVISOR AND TRUSTEE COMMENTS

Supervisor Heise pointed out the information distributed by Trustee Curmi on light pollution and trash.

He noted the upcoming Board meetings on January 28 and February 11.

Clerk Vorva noted the mailing of AV applications. The final ballots have been approved. There are three ballots (Democrat, Republican, and one with only the issues) and one must be selected by the applicant.

Trustee Dempsey talked about seeing horrendous videos showing why police officers fire multiple shots when threatened with knives. He wanted to express his personal appreciation for those who must deal with those things.

H. PUBLIC COMMENTS AND QUESTIONS (Limited to 3 Minutes) - None

I. ADJOURNMENT

Moved by Trustee Heitman and seconded by Trustee Curmi to adjourn the meeting at 8:58 p.m. Ayes all.

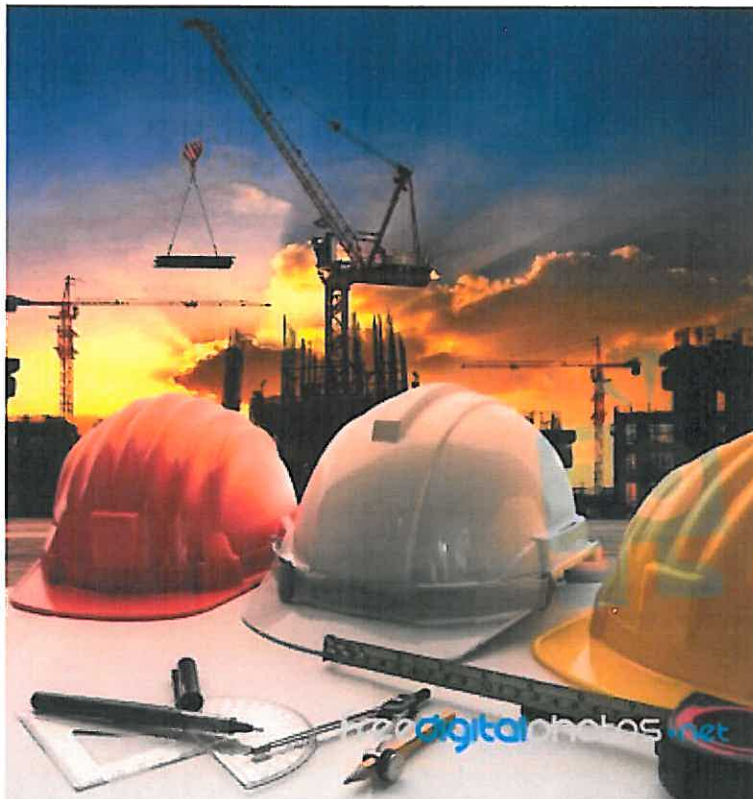
Jerry Vorva, Township Clerk

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 28, 2020**

CONSENT AGENDA

**ITEM D.2
ACCEPTANCE OF COMMUNICATIONS,
RESOLUTIONS, REPORTS
DECEMBER 2019**

CHARTER TOWNSHIP OF PLYMOUTH
DEPARTMENT OF BUILDING & CODE ENFORCEMENT



MONTHLY REPORT

**DECEMBER
2019**

Building Department 2019

[illegible]

New Commerical Building for 2019

Company Name	Property Address	Type of Work	Construction Value	Status	Month
Webasto	14200 Haggerty	New building	18,197,930	Issued	June
Taco Bell	47673 5 Mile RD	New building	750,000	Issued	September
Plymouth Plaza	Beck RD	Shell/foundation	500,000	Issued	October
Total Construction Value			19,447,930		

New Commercial Additions/Alterations for 2019

Company Name	Property Address	Type of Work	Construction Value	Status	Month
Freudenberg	47690 Anchor CT	Hydrogen tank	30,000	Issued	January
Anderson Process	41304 Concept	Tenant Finish	140,000	Issued	January
Michigan Medical Association	9401 General DR	Tenant Finish	85,000	Issued	January
Lairds Glass	42320 Ann Arbor Rd	Exterior remodel	53,200	Issued	January
Burrough's	41100 Plymouth Rd	3rd floor lobby/conference	125,000	Issued	January
Buddy's Pizza	15075 Beck RD	Tenant Finish	380,000	Issued	February
St John's Conference Center	44045 Five Mile	Bathroom updates	60,000	Issued	March
Burrough's	41100 Plymouth Rd	Remodel 18 bathrooms	225,000	Issued	March
Peak Wealth Management	41011 Ann Arbor RD	Interior remodel	80,000	Issued	March
Adient US LLC	49200 Halyard	Phase 2D Interior	1,250,000	Issued	March
Comprehensive Care Specialist	45211 Helm	Tenant Finish	400,000	Issued	April
Hock DDS	44560 Ann Arbor RD	Tenant Finish	244,300	Issued	April
Link Engineering	41100 Plymouth Rd	Tenant Finish	250,000	Issued	April
Rivian	13250 Haggerty RD	Tenant Finish	900,000	Issued	April
Banks Vacuum	937 Ann Arbor RD	Tenant Finish	20,000	Issued	May
Burrough's	41100 Plymouth Rd	Tenant Finish	88,000	Issued	May
Burrough's	41101 Plymouth Rd	Tenant Finish	800	Issued	May
Burrough's	41102 Plymouth Rd	Tenant Finish	148,000	Issued	May
Adient US LLC	49200 Halyard	Site Improvements	3,300,000	Issued	May
Freudenberg	47690 Anchor CT	Hydrogen tank	173,000	Issued	May
Cygnat	9120 General DR	Truck wells	201,319	Issued	June
Plymouth Parks & Eats	39411 Schoolcraft	Dumpster enclosure	3,000	Issued	June

Company Name	Property Address	Type of Work	Construction Value	Status	Month
Powers and Sons LLC	47676 Galleon	Tenant Finish	35,000	Issued	June
Baptist State Conventioning	41100 Plymouth RD #315	Tenant Finish	46,000	Issued	June
Hines Park Lincoln	40601 Ann Arbor RD	Car wash addition	200,000	Issued	June
Chase Bank	235 Sheldon RD	Solar Panels	12,489	Issued	July
PI-Innovo	47047 5 Mile RD	Tenant Finish	500,000	Issued	July
General Plymouth LLC	11333 General DR	Interior remodel	22,000	Issued	July
Adient US LLC	49200 Halyard	Phase 2E	250,000	Issued	July
McDonald's	15110 Beck RD	Interior/exterior remodel	250,000	Issued	July
Bosch Corporation	15000 Haggerty	Flag Poles	10,870	Issued	July
Kroger Plaza	Ann Arbor RD	Asphalt	90,000	Issued	July
Innovaton Works	41100 Plymouth RD \$345	Tenant Finish	39,000	Issued	August
Chase Bank	235 Sheldon RD	Interior remodel	5,000	Issued	August
Adient US LLC	49200 Halyard Phase 3B	Interior remodel	550,000	Issued	August
General Plymouth LLC	11333 General DR	Truck wells	40,000	Issued	August
United Roads	41100 Plymouth RD 4th	Tenant Finish	699,271	Issued	August
Michigan Education Credit Union	9200 Haggerty	Interior remodel	58,000	Issued	August
Dunkin Donuts	39600 Ann Arbor RD	Addition	300,000	Issued	August
Adient COE Bldg	47700 Halyard	Interior remodel Phase 3C	687,000	Issued	August
Buddy's Pizza	15075 Beck RD	Awnings	12,300	Issued	August
Comcast	41112 Concept	Interior remodel	100,000	Issued	September
Great Lake Glass	12707 Eckles	Interior remodel	800,000	Issued	September
K&D Investments	989 Ann Arbor RD	White Box	15,000	Issued	September
Bosch Corporation	15000 Haggerty	Mezzanine	204,000	Issued	September
Amazon	12815 Premier Center	Tenant Finish	678,000	Issued	September
Plymouth Village LLC	14707 Northville RD	Parking lot repaving	64,000	Issued	September
Burroughs	41100 Plymouth RD	Elevators	590,000	Issued	October
Tula Technology	46029 5 Mile RD	Parking lot repaving	48,860	Issued	October
45355 Helm Property LLC	45355 Helm	Parking lot repaving	100,000	Issued	October
FAW US	47659 Halyard	Interior remodel	330,000	Issued	October
Hatteras Printing	13200 Haggerty	Tenant Finish	431,708	Issued	October
Oerlikon	41144 Concept	Nitrogen pump station	28,243	Issued	October
MJ Cabinet Designs	537 Ann Arbor RD	Tenant Finish	25,000	Issued	November
Rivian Phase II	13250 Haggerty RD	Tenant Finish	1,061,968	Issued	November
Carpore Sano	39475 Ann Abor RD	Addition	50,000	Issued	November
Burger King	44475 5 Mile RD	Interior/exterior remodel	365,000	Issued	November
SME	43980 Plymouth Oaks	Interior remodel	2,200,000	Issued	November

Company Name	Property Address	Type of Work	Construction Value	Status	Month
Coherent Rofin	40984 Concept	Interior remodel	195,000	Issued	November
Magna	46600 Port	2 silos	168,000	Issued	November
General Plymouth LLC	11333 General DR	Interior remodel	78,980	Issued	November
Rivian	13250 Haggerty RD	Power Train remodel	2,000,000	Issued	December
MEEC	14496 Sheldon #220	Tenant Finish	296,530	Issued	December
AXIS	14496 Sheldon #240	Tenant Finish	227,527	Issued	December

Total Construction Value 22,021,365

Grand Total Construction Value 41,469,295



Revenue Breakdown Report

01/02/2020

Filter: All Records, Transaction.DateToPostOn in <Previous month> [12/01/19 - 12/31/19] AND
 Transaction.TransactionNumber Not = 67,079 AND
 Transaction.TransactionNumber Not = 67,078

Unit Totals

Unit Name	Records	Revenue
	165	79,741.16
TOTAL	165	79,741.16

Record Type Totals

Unit:	Records	Revenue
Permit	165	79,741.16
UNIT TOTAL:	165	79,741.16

Record Type Breakdowns

Unit:		
Record Type: Permit	Records	Revenue
Building	60	52,375.00
Electrical	30	13,380.00
Mechanical	55	9,103.00
Plumbing	16	2,549.00
Sewer & Water	4	2,334.16
TOTAL:	165	79,741.16

77,407.00

Residential Housing 2019

Single Family Detached

	<u>Total #</u>	<u>Total #</u>	<u>Total</u>	<u>Total</u>
	<u>Buildings</u>	<u>Dwelling</u>	<u>Value</u>	<u>Square</u>
			<u>Construction</u>	<u>Feet</u>
January	0			
February	0			
March	1	1	658,484	4,896
April	0			
May	4	4	1,235,626	10,618
June	0			
July	0			
August	0			
September	0			
October	6	6	2,167,553	15,382
November	2	2	628,701	
December	0			
Totals	13	13	\$4,690,364	30,896

Single Family Attached (Townhouses/ Row Houses)

	<u>Total #</u>	<u>Total #</u>	<u>Total</u>	<u>Total</u>
	<u>Buildings</u>	<u>Dwelling</u>	<u>Value</u>	<u>Square</u>
			<u>Construction</u>	<u>Feet</u>
January	0			
February	0			
March	0			
April	0			
May	0			
June	0			
July	0			
August	0			
September	0			
October	0			
November	2	10	2,300,000	23,000
December	0			
Totals	2	10	\$ 2,300,000	23,000

Two-Family Buildings (Duplex)

	<u>Total #</u>	<u>Total #</u>	<u>Total</u>	<u>Total</u>
	<u>Buildings</u>	<u>Dwelling</u>	<u>Value</u>	<u>Square</u>
			<u>Construction</u>	<u>Feet</u>
January	0			
February	0			
March	0			
April	0			
May	0			
June	0			
July	0			
August	0			
September	0			
October	0			
November	0			
December	0			
Totals	0	0	\$ -	-

Three-or-more Family Building (Apartments/Stacked Condos)

	<u>Total #</u>	<u>Total #</u>	<u>Total</u>	<u>Total</u>
	<u>Buildings</u>	<u>Dwelling</u>	<u>Value</u>	<u>Square</u>
			<u>Construction</u>	<u>Feet</u>
January	0			
February	0			
March	0			
April	0			
May	0			
June	0			
July	0			
August	0			
September	0			
October	0			
November	0			
December	0			
Totals	0	0	\$ -	-

	<u>Total #</u>	<u>Total #</u>	<u>Value</u>	<u>Square</u>
	<u>Buildings</u>	<u>Dwelling</u>	<u>Construction</u>	<u>Feet</u>
Totals all categories	15	23	\$ 6,990,364	53,896

Certificate of Occupancy List

01/02/2020

1/1

CofO Number	Status	Issued To	Address	CofO and Permit Dates	
OF19-0053 <u>Permit Number</u> PB98-00540	ISSUED (FINAL) <u>Applicant Name</u> A.R.K. ENTERPRISES INC	PATTERSON, ROBERT/RUT	46120 ANN ARBOR RD <u>Contractor</u> A.R.K. ENTERPRISES INC	<u>CO Date Apply:</u> 12/03/2019 <u>Permit Date Apply:</u> 05/20/1998	<u>CO Date Finaled:</u> 12/03/2019 <u>Permit Date Issued:</u> 7/02/1998
OF19-0054 <u>Permit Number</u> PB19-0679	ISSUED (FINAL) <u>Applicant Name</u> JCS CONSTRUCTION SERVICES, LLC	Plymouth 848 LLC	41100 PLYMOUTH RD 4th <u>Contractor</u> JCS CONSTRUCTION SER	<u>CO Date Apply:</u> 12/04/2019 <u>Permit Date Apply:</u> 07/10/2019	<u>CO Date Finaled:</u> 12/04/2019 <u>Permit Date Issued:</u> 8/21/2019
OF19-0055 <u>Permit Number</u> PB19-1134	ISSUED (FINAL) <u>Applicant Name</u> Plymouth 848 LLC	Plymouth 848 LLC	13250 Haggerty RD <u>Contractor</u>	<u>CO Date Apply:</u> 12/09/2019 <u>Permit Date Apply:</u> 10/24/2019	<u>CO Date Finaled:</u> 12/09/2019 <u>Permit Date Issued:</u> 2/09/2019
OF19-0056 <u>Permit Number</u> PB19-0031	ISSUED (FINAL) <u>Applicant Name</u> JS Vig Construction	WOPOLOCK II, LLC	45211 HELM ST <u>Contractor</u> JS Vig Construction	<u>CO Date Apply:</u> 12/09/2019 <u>Permit Date Apply:</u> 01/25/2019	<u>CO Date Finaled:</u> 12/09/2019 <u>Permit Date Issued:</u> 4/04/2019
OF19-0057 <u>Permit Number</u> PB18-0185	ISSUED (FINAL) <u>Applicant Name</u> SACHSE CONSTRUCTION	NORTHRIDGE	49555 N TERRITORIAL <u>Contractor</u> SACHSE CONSTRUCTION	<u>CO Date Apply:</u> 12/10/2019 <u>Permit Date Apply:</u> 03/23/2018	<u>CO Date Finaled:</u> 12/10/2019 <u>Permit Date Issued:</u> 5/29/2018
OF19-0058 <u>Permit Number</u> PB19-1024	ISSUED (FINAL) <u>Applicant Name</u> The Coder School	The Coder School	41624 ANN ARBOR RD <u>Contractor</u>	<u>CO Date Apply:</u> 12/17/2019 <u>Permit Date Apply:</u> 09/30/2019	<u>CO Date Finaled:</u> 12/17/2019 <u>Permit Date Issued:</u> 2/17/2019
OF19-0059 <u>Permit Number</u> PB19-0560	ISSUED (FINAL) <u>Applicant Name</u> Lakeshore Contracting Services LLC	Pi-Innovo	47047 Five Mile RD <u>Contractor</u> Lakeshore Contracting Servic	<u>CO Date Apply:</u> 12/18/2019 <u>Permit Date Apply:</u> 06/07/2019	<u>CO Date Finaled:</u> 12/18/2019 <u>Permit Date Issued:</u> 7/16/2019
OF19-0060 <u>Permit Number</u> PB19-1257	ISSUED (FINAL) <u>Applicant Name</u> FAIRWOOD WEST II	FAIRWOOD WEST II	9325 HAGGERTY <u>Contractor</u>	<u>CO Date Apply:</u> 12/30/2019 <u>Permit Date Apply:</u> 12/16/2019	<u>CO Date Finaled:</u> 12/27/2019 <u>Permit Date Issued:</u> 2/30/2019

All Records

Co.DateFinaled Between 12/1/2019 12:00:00 AM AND
12/31/2019 11:59:59 PM AND
Co.Status = ISSUED (FINAL)

Number of CofO's: 8



Plymouth Township Fire Department

Monthly Report

December 2019

Response Information:

The Plymouth Township Fire Department responded to **223** emergencies this month.

There was an average of **7.19** runs per day this month.

PTFD's average response time was **5 minutes, 28 seconds** to the scene. This includes all responses including non-emergent.

Mutual Aid:

Plymouth Township Fire Department is a member of the Western Wayne County Mutual Aid Association.

	Mutual Aid Received	Mutual Aid Given
Canton	1	1
Northville City	2	2
Northville Township	1	8
Salem		1
Dearborn		1

EMS Information:

HVA transported **82** patients to the hospital.

Plymouth Township Fire transported **21** patients to the hospital.

Plymouth transports billed out **\$13,304.80** this month, received **\$25,231.69** and have **\$6,704.08** in outstanding bills over 180 days.

Fire Loss:

There were **6** fires this month that accounted for **\$4,050.00** worth of damage to possessions and property.

We prevented the destruction of **\$1,363,767.00** in property.

Fire Prevention:

Plymouth Township Fire Department provided **33** comprehensive fire inspections to businesses within Plymouth Township.

Fire Safety public education classes in CPR, Fire Extinguisher and Fire Safety are provided throughout the year.

In January run a 12 month/yearend report of previous year.

Reports Included:

CLEMIS Reports

Incidents Section

- Incident Summary by Incident type
 - Incident Type
 - Type count
 - Property Loss
 - Property Value
- Mutual Aid by Department
 - Mutual aid Received
 - Mutual Aid Given

Local Section

- Fire Department Response Times
 - Turnout Time
 - Response Time

Health EMS

Agency Productivity

- Agency Activity Summary
 - Patients Transported by HVA
 - Patients Transported by PTFD

Billing Summary

Inspection Report

Total count for Public Education – Review Fire Modules Calendar

Yearend - include total training hours

Incident Type Count Report

Date Range: From 12/1/19 To 12/31/19

Selected Station(s): all



Count

Station: MA

611 - Dispatched & cancelled en route	3	1.3%
Total - Good Intent Call	3	1.3%
Total for Station	3	1.3%

Station: ST1

100 - Fire, other	1	.4%
114 - Chimney or flue fire, confined to chimney or flue	1	.4%
131 - Passenger vehicle fire	1	.4%
Total - Fires	3	1.3%
321 - EMS call, excluding vehicle accident with injury	50	22.4%
322 - Vehicle accident with injuries	9	4.0%
Total - Rescue & Emergency Medical Service Incidents	59	26.5%
424 - Carbon monoxide incident	1	.4%
442 - Overheated motor	1	.4%
444 - Power line down	1	.4%
Total - Hazardous Conditions (No fire)	3	1.3%
554 - Assist invalid	2	.9%
Total - Service Call	2	.9%
611E - EMS: Dispatched & cancelled en route	1	.4%
650 - Steam, other gas mistaken for smoke, other	1	.4%
Total - Good Intent Call	2	.9%
700 - False alarm or false call, other	2	.9%
743 - Smoke detector activation, no fire - unintentional	1	.4%
744 - Detector activation, no fire - unintentional	1	.4%
Total - False Alarm & False Call	4	1.8%
Total for Station	73	32.7%

Station: ST2

113 - Cooking fire, confined to container	1	.4%
Total - Fires	1	.4%
321 - EMS call, excluding vehicle accident with injury	42	18.8%
322 - Vehicle accident with injuries	3	1.3%
Total - Rescue & Emergency Medical Service Incidents	45	20.2%

3815

	<u>Count</u>	
412 - Gas leak (natural gas or LPG)	2	.9%
444 - Power line down	1	.4%
Total - Hazardous Conditions (No fire)	3	1.3%
500 - Service Call, other	1	.4%
554 - Assist invalid	4	1.8%
561 - Unauthorized burning	2	.9%
Total - Service Call	7	3.1%
600 - Good intent call, other	1	.4%
611 - Dispatched & cancelled en route	1	.4%
651 - Smoke scare, odor of smoke	1	.4%
Total - Good Intent Call	3	1.3%
700 - False alarm or false call, other	1	.4%
743 - Smoke detector activation, no fire - unintentional	1	.4%
744 - Detector activation, no fire - unintentional	1	.4%
Total - False Alarm & False Call	3	1.3%
Total for Station	62	27.8%

Station: ST3

113 - Cooking fire, confined to container	1	.4%
131 - Passenger vehicle fire	1	.4%
160 - Special outside fire, other	1	.4%
Total - Fires	3	1.3%
321 - EMS call, excluding vehicle accident with injury	52	23.3%
322 - Vehicle accident with injuries	3	1.3%
324 - Motor vehicle accident with no injuries	1	.4%
Total - Rescue & Emergency Medical Service Incidents	56	25.1%
440 - Electrical wiring/equipment problem, other	1	.4%
444 - Power line down	2	.9%
463 - Vehicle accident, general cleanup	1	.4%
Total - Hazardous Conditions (No fire)	4	1.8%
550 - Public service assistance, other	1	.4%
554 - Assist invalid	2	.9%
Total - Service Call	3	1.3%
611 - Dispatched & cancelled en route	5	2.2%
6111 - Hospice Death	3	1.3%
650 - Steam, other gas mistaken for smoke, other	1	.4%
Total - Good Intent Call	9	4.0%
700 - False alarm or false call, other	1	.4%
711 - Municipal alarm system, malicious false alarm	1	.4%
733 - Smoke detector activation due to malfunction	1	.4%
743 - Smoke detector activation, no fire - unintentional	2	.9%
746 - Carbon monoxide detector activation, no CO	1	.4%
Total - False Alarm & False Call	6	2.7%
900 - Special type of incident, other	1	.4%
9001 - Dispatch Error	3	1.3%

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	<u>Count</u>	
Total - Special Incident Type	4	1.8%
Total for Station	85	38.1%
	223	100.0%

Municipal Response Times Report

For Dates Beginning 12/1/19 Ending 12/31/19

Incident Types selected for analysis: All

For All Priority Types



Time in Minutes	Alarm to Dispatch	Percent Total	Cumulative Responses	Percent	Dispatch to Enroute	Percent Total	Cumulative Responses	Percent	Enroute to Arrival	Percent Total	Cumulative Responses	Percent	Alarm to Arrival	Percent Total	Cumulative Responses	Percent	Dispatch to Arrival	Percent Total	Cumulative Responses	Percent
0 - 1	126	62.38	126	62.38	61	30.81	61	30.81	9	4.62	9	4.62	3	1.52	3	1.52	4	2.03	4	2.03
1 - 2	64	31.68	190	94.06	79	39.90	140	70.71	17	8.72	26	13.33	3	1.52	6	3.05	7	3.55	11	5.58
2 - 3	9	4.46	199	98.51	45	22.73	185	93.43	47	24.10	73	37.44	4	2.03	10	5.08	9	4.57	20	10.15
3 - 4	3	1.49	202	100.00	11	5.56	196	98.99	42	21.54	115	58.97	15	7.61	25	12.69	28	14.21	48	24.37
4 - 5	0	0.00	202	100.00	1	0.51	197	99.49	36	18.46	151	77.44	29	14.72	54	27.41	47	23.86	95	48.22
5 - 6	0	0.00	202	100.00	0	0.00	197	99.49	16	8.21	167	85.64	41	20.81	95	48.22	37	18.78	132	67.01
6 - 7	0	0.00	202	100.00	0	0.00	197	99.49	10	5.13	177	90.77	36	18.27	131	66.50	21	10.66	153	77.66
7 - 8	0	0.00	202	100.00	1	0.51	198	100.00	6	3.08	183	93.85	27	13.71	158	80.20	20	10.15	173	87.82
8 - 9	0	0.00	202	100.00	0	0.00	198	100.00	4	2.05	187	95.90	16	8.12	174	88.32	3	1.52	176	89.34
9 - 10	0	0.00	202	100.00	0	0.00	198	100.00	6	3.08	193	98.97	6	3.05	180	91.37	11	5.58	187	94.92
10 +	0	0.00	202	100.00	0	0.00	198	100.00	2	1.03	195	100.00	17	8.63	197	100.00	10	5.08	197	100.00

Incident

Total: 202

Average Times per Incident

Average PSAP Processing Time: 0 minute(s) 50 second(s)
(Alarm to Dispatch) Percent less than or equal to 60 Seconds: 62.38
Percent less than or equal to 90 Seconds: 86.14

Average Fire Department Turn Out Time: 1 minute(s) 33 second(s)
(Dispatch to Enroute)

Average Fire Department Turn Out and Travel Time: 5 minute(s) 28 second(s)
(Dispatch to Arrive)

Average Municipal Response Time: 6 minute(s) 19 second(s)
(Alarm to Arrive)

Percentile Response Times in Accordance with NFPA Standards

PSAP Processing Time less than 60 seconds: 62.38%
(Alarm to Dispatch)

Fire Department Turn Out Time less than 60 seconds: 30.81%
(Dispatch to Enroute)

Fire Department Travel Time less than 4 minutes: 58.97%
(Enroute to Arrive)

5/15/21

Listing of Mutual Aid Responses by Mutual Aid Department



Time Period: 12/1/19 - 12/31/19

Department: Canton Twp FD

Mutual aid received

190003020	12/30/19	1:31:32PM	1	08204	LILLEY RD
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<i>Subtotal Mutual aid received</i>			1		
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Mutual aid given

190003026	12/31/19	8:51:32AM	3	08204	I275
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<i>Subtotal Mutual aid given</i>			1		
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<i>Subtotal Canton Twp FD</i>			2		
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Department: City of Northville FD

Mutual aid given

190002858	12/6/19	10:34:31PM	3	08232	105 HAGGERTY RD
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<i>Subtotal Mutual aid given</i>			1		
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Automatic aid given

190002926	12/15/19	6:51:16PM	4	08232	911 WILLIAM
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<i>Subtotal Automatic aid given</i>			1		
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<i>Subtotal City of Northville FD</i>			2		
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Department: Northville Twp FD

Mutual aid given

190002830	12/2/19	7:01:01AM	3	08255	16100 HAGGERTY RD
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190002886	12/10/19	4:52:55PM	3	08255	15700 HAGGERTY RD
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<i>Subtotal Mutual aid given</i>			2		
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<i>Subtotal Northville Twp FD</i>			2		
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Department: Dearborn FD

Mutual aid given

190002951	12/18/19	9:29:00PM	3	08205	2909 SCHAEFER
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<i>Subtotal Mutual aid given</i>			1		
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<i>Subtotal Dearborn FD</i>			1		
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Department: Northville FD

Mutual aid given

190002857	12/6/19	10:27:12PM	3	08232	678 ANN
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Time Period: 12/1/19 - 12/31/19

<i>Subtotal Mutual aid given</i>	1
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Automatic aid given

190002896	12/12/19 4:12:13PM	4	08232	550 FOREST
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<i>Subtotal Automatic aid given</i>	1
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<i>Subtotal Northville FD</i>	2
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Department: Northville Twp FD**Mutual aid received**

190002851	12/6/19 10:07:35AM	1	08255	8920 QUAIL CIR
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<i>Subtotal Mutual aid received</i>	1
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Mutual aid given

190002852	12/6/19 11:54:22AM	3	08255	RED OAK DR
190002960	12/20/19 9:56:32AM	3	08255	44600 FIVE MILE RD
190002963	12/20/19 8:40:11PM	3	08255	16928 BOULDER DR
190002973	12/22/19 10:47:34AM	3	08255	15770 HAGGERTY
190002999	12/27/19 9:59:27AM	3	08255	15700 HAGGERTY RD
190003003	12/27/19 4:05:23PM	3	08255	16827 COUNTRY KNOLL DR

<i>Subtotal Mutual aid given</i>	6
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<i>Subtotal Northville Twp FD</i>	7
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Department: Salem Twp FD**Mutual aid given**

190002958	12/19/19 8:50:29PM	3	08109	NAPIER
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<i>Subtotal Mutual aid given</i>	1
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<i>Subtotal Salem Twp FD</i>	1
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Total	17
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Agency Activity Summary

Plymouth Township Fire Dept

Agency: Plymouth Township Fire Dept | Service Date: From 12/01/2019 Through
12/31/2019 | Run Disposition: All Transports, Treated and Transferred Care

Total Number of ePCRs: 103

Total Number of Incidents: 103

By Branch

01 Station 1 = 28

02 Station 2 = 34

03 Station 3 = 41

Run Disposition

	#	%		#	%
Treated/Transported	21	20.4%	Dead Prior To Arrival	N/A	N/A
Treated / Transferred Care	82	79.6%	Dead After Arrival	N/A	N/A
Treated/No Transport (AMA)	N/A	N/A	Treat/Transported by Private Veh.	N/A	N/A
Treated / No Transport (Per Protocol)	N/A	N/A	Assist	N/A	N/A
Transported / Refused Care	N/A	N/A	Other	N/A	N/A
No Transport / Refused Care	N/A	N/A	No Patient Found	N/A	N/A
Cancelled	N/A	N/A			
Left Blank	N/A	N/A			

Run Type

	#	%		#	%
Emergency Runs	103	100.0%	Non-Emergency Runs	N/A	N/A
Stand By	N/A	N/A	Stand By	N/A	N/A
Mutual Aid	1	1.0%	Mutual Aid	N/A	N/A
Interfacility	N/A	N/A	Interfacility	N/A	N/A
Intercept	N/A	N/A	Intercept	N/A	N/A

Emergency Runs (Scheduled)

	N/A	N/A	Non-Emergency Runs (Scheduled)	N/A	N/A
Stand By	N/A	N/A	Stand By	N/A	N/A
Mutual Aid	N/A	N/A	Mutual Aid	N/A	N/A
Interfacility	N/A	N/A	Interfacility	N/A	N/A
Intercept	N/A	N/A	Intercept	N/A	N/A

Emergency Type Left Blank: 0

Runs by Unit

Unit	Total Runs	Treat/ Transp	Treat/ Transfer	Treat/No Transp(AMA)	Treat/No Transp(PP)	Transp/ Ref. Care	Cancelled	Dead Prior Arr	Dead After Arr	T/T Priv Veh	No Trans/ Ref. Care	Assist	Other	No Pat. Found
ENG1	1	0	1	0	0	0	0	0	0	0	0	0	0	0
ENG3	1	0	1	0	0	0	0	0	0	0	0	0	0	0
RES1	28	9	19	0	0	0	0	0	0	0	0	0	0	0
RES2	34	7	27	0	0	0	0	0	0	0	0	0	0	0
RES3	39	5	34	0	0	0	0	0	0	0	0	0	0	0
Total	103	21	82	0	0	0	0	0	0	0	0	0	0	0

Runs by Service Level

Dispatched Service Level	#	%	Recommended Service Level	#	%
BLS	5	4.9%	BLS	77	74.8%
ALS	98	95.1%	ALS1	26	25.2%
SCT	N/A	N/A	ALS2	N/A	N/A
			SCT	N/A	N/A
			Rotary Wing	N/A	N/A
			Fixed Wing	N/A	N/A

Runs by Insurance Type with Service Level (Multiple insurance types may have*been marked on a run)*

Type	BLS	%	ALS1	%	ALS2	%	SCT	%Rotary Wing	%Fixed Wing	%	Total	%
Private Ins.	N/A	N/A	2	1.9%	N/A	N/A	N/A	N/A	N/A	N/A	2	1.9%
Medicare	N/A	N/A	1	1.0%	N/A	N/A	N/A	N/A	N/A	N/A	1	1.0%
None	77	74.8%	25	24.3%	N/A	N/A	N/A	N/A	N/A	N/A	102	99.0%

Runs by Primary PI (Note - Primary PI is based on the ICD-10 priority setup in HealthEMS)

Description	#	%
Abdominal Pain	4	3.9%
Airway Obstruction	1	1.0%
Allergic Reaction	1	1.0%
Alt. Level Conscious	7	6.8%
Anxiety	1	1.0%
Back Pain (No Trauma)	5	4.9%
Behavioral Disorder	4	3.9%
CVA/Stroke	2	1.9%
Cardiac Symptoms	5	4.9%
Chest Pain	3	2.9%
Dehydration Symp.	1	1.0%
Depression (acute)	1	1.0%
Diabetic Symptoms	1	1.0%
Dizziness	2	1.9%
Dyspnea-SOB	9	8.7%
Eye Symp.(no trauma)	1	1.0%
GI -Bleed	1	1.0%
GI -Constipation	1	1.0%
Hemorrhage-(severe medical)	2	1.9%
Monitoring Required	2	1.9%
No Medical Problem	3	2.9%
Nose Bleed	1	1.0%
Psychiatric Emerg.	3	2.9%
Seizure	3	2.9%
Syncope/Fainting	3	2.9%
Trauma Injury	20	19.4%
Unconscious	1	1.0%
Unknown Medical	3	2.9%
Urinary Bleeding	1	1.0%
Vomiting	2	1.9%
Weakness	7	6.8%
Left Blank	2	1.9%
Total	103	100.0%

10/8/15

Runs by Dispatch (EMD) Code

<u>Description</u>	<u>#</u>	<u>%</u>
1 Abdominal Pain	4	3.9%
10 Chest Pain [non-traumatic]	3	2.9%
11 Choking	1	1.0%
12 Convulsions/Seizures	6	5.8%
16 Eye Problems/Injuries	1	1.0%
17 Falls	19	18.4%
18 Headache	1	1.0%
2 Allergies/Envenomations	1	1.0%
21 Hemorrhage/Lacerations	4	3.9%
23 Overdose/poisoning	2	1.9%
25 Psychiatric/Abnormal behavior/Suicide Attempt	10	9.7%
26 Sick Person	20	19.4%
28 Stroke [CVA]	1	1.0%
29 Traffic/Accidents	7	6.8%
30 Traumatic Injuries	1	1.0%
31 Unconscious/Fainting	3	2.9%
32 Unknown Problem	4	3.9%
5 Back Pain	2	1.9%
6 Breathing Problems	9	8.7%
99 Unknown	4	3.9%
<i>Left Blank</i>	0	0.0%
<i>Total</i>	103	100.0%

11/08/15

Transport From (Category)

	<u>#</u>	<u>%</u>
--Left Blank--	103	100.0%
<i>Total</i>	103	100.0%

Transport From (Facility)

	<u>#</u>	<u>%</u>
--Left Blank--	102	99.0%
Independence Village	1	1.0%
<i>Total</i>	103	100.0%

Transport To (Destination Facility)

	<u>#</u>	<u>%</u>
St Mary Livonia ER	82	79.6%
St Joe Ann Arbor ER	8	7.8%
Providence Park ER-Nowi	4	3.9%
UNIVERSITY OF MICHIGAN ER	3	2.9%
Henry Ford MAIN	2	1.9%
Beaumont Farmington Hills (Botsford)	1	1.0%
Henry Ford West Bloomfield	1	1.0%
Beaumont Hospital Royal Oak	1	1.0%
Beaumont Dearborn	1	1.0%
<i>Total</i>	103	100.0%

12/8/15

Aging Summary

PLYMOUTH MONTHLY AGING REPORT

Report As Of December 31, 2019

Grouped By Schedule on Call

ID	Description	Calls	Current	31 to 60	61 to 90	91 to 120	121 to 150	151 to 180	Over 180	Total
1MRP	PAPER - MEDICARE	2	0.00	0.00	0.00	0.00	1286.80	0.00	0.00	1286.80
APPL	APPEAL PATIENT 30	4	0.00	572.00	864.90	0.00	0.00	722.00	0.00	2158.90
BCAP	APPEAL BCBS	1	0.00	0.00	710.00	0.00	0.00	0.00	0.00	710.00
BCBS	ELECT BCBS	3	0.00	548.00	125.00	734.00	0.00	0.00	0.00	1407.00
CAIP	PAPER MEDICAID R	3	719.60	0.00	758.00	0.00	0.00	0.00	551.60	2029.20
CARE	ELECT - MEDICARE	5	1226.80	698.00	557.60	0.00	0.00	0.00	524.00	3006.40
CAREBL	ELECT MEDICARE P	2	0.00	0.00	1110.24	0.00	0.00	0.00	0.00	1110.24
COMP	PAPER WORK COM	1	0.00	0.00	710.00	0.00	0.00	0.00	0.00	710.00
CRED	MHR REFUND CREDI	1	0.00	0.00	0.00	0.00	0.00	0.00	-722.00	-722.00
FIREINS	FIRE RECOVERY 15	2	0.00	0.00	0.00	0.00	0.00	0.00	450.00	450.00
INSU	PAPER INS PRIMAR	9	698.00	1034.00	2469.00	0.00	187.50	0.00	923.00	5311.50
NEICCAID	ELECT MEDICAID NE	2	1198.00	0.00	0.00	0.00	0.00	0.00	0.00	1198.00
NOTC	NOTICE PRIVATE HI	1	0.00	0.00	675.20	0.00	0.00	0.00	0.00	675.20
PRV2	PAPER - PRIVATE P	41	9938.40	5206.60	3927.47	316.98	0.00	1124.02	2340.53	22854.00
REVIEW	REVIEW	21	0.00	0.00	1342.00	3411.20	2861.37	375.00	1434.95	9424.52
TIME	TIME PAY ACCOUNT	1	0.00	0.00	0.00	0.00	0.00	0.00	594.00	594.00
U	MHR HOLD FOR MH	2	0.00	0.00	0.00	0.00	0.00	426.00	608.00	1034.00
Totals		101	13780.80	8058.60	13249.41	4462.18	4335.67	2647.02	6704.08	53237.76

Charge Summary

PLYMOUTH MONTHLY CHARGE REPORT

Summary By Charge Code - Code Description

ID	Description	QTY	QTY %	Charge Count	Charge Count	Charges	Total Charge %
0427	ALS EMERGENCY	11	6.97	11	27.50	7150.00	53.74
0429	BLS EMERGENCY	9	5.70	9	22.50	4500.00	33.82
0425MC	CMS MILEAGE	58.9	37.30	8	20.00	706.80	5.31
0425	MILEAGE	79	50.03	12	30.00	948.00	7.13
Totals For All		157.9		40		13304.80	

Credit Summary

Summary By Credit As - Code Description

PLYMOUTH MONTHLY CREDIT REPORT

ID	Description	Credits	QTY %	Amount	Amount %
2	Adjustment	39	35.14	4696.97	18.62
3	Discount	1	0.90	3.37	0.01
1	Other Payment	35	31.53	11545.65	45.76
4	Other Refund	1	0.90	-416.60	-1.65
6	Patient Payment	6	5.41	1164.28	4.61
5	Write Off	29	26.13	8238.02	32.65
Totals For All		111		25231.69	

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Incident Summary by Incident Type

For Dates: 12/1/19 - 12/31/19



Incident Type	Incident Count	Average Response Time	Total Loss	Total Value
Shift: A				
Station: MA				
Good Intent Calls	1	00:00:00	\$ 0.00	\$ 0.00
Total for Station: MA	1	00:00:00	\$ 0.00	\$ 0.00
Station: ST1				
Fires	2	00:05:30	\$ 750.00	\$ 335,000.00
Rescue & Emergency Medical Service Incidents	20	00:07:06	\$ 0.00	\$ 0.00
Good Intent Calls	1	00:00:00	\$ 0.00	\$ 0.00
Total for Station: ST1	23	00:06:39	\$ 750.00	\$ 335,000.00
Station: ST2				
Rescue & Emergency Medical Service Incidents	15	00:05:49	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	1	00:05:34	\$ 0.00	\$ 0.00
Total for Station: ST2	16	00:05:48	\$ 0.00	\$ 0.00
Station: ST3				
Fires	2	00:08:37	\$ 2,000.00	\$ 2,000.00
Rescue & Emergency Medical Service Incidents	19	00:06:50	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	2	00:06:11	\$ 0.00	\$ 0.00
Service Calls	2	00:08:22	\$ 0.00	\$ 0.00
Good Intent Calls	1	00:00:00	\$ 0.00	\$ 0.00
False Alarm & False Calls	1	00:06:05	\$ 0.00	\$ 0.00
Special Incident Types	4	00:02:34	\$ 0.00	\$ 0.00
Total for Station: ST3	31	00:06:12	\$ 2,000.00	\$ 2,000.00
Total for Shift: A	71.00	00:06:11	\$ 2,750.00	\$ 337,000.00
Shift: B				
Station: ST1				
Fires	1	00:07:20	\$ 540.00	\$ 0.00
Rescue & Emergency Medical Service Incidents	18	00:07:04	\$ 0.00	\$ 0.00
Service Calls	2	00:07:45	\$ 0.00	\$ 0.00
Good Intent Calls	1	00:01:43	\$ 0.00	\$ 0.00
False Alarm & False Calls	4	00:06:12	\$ 0.00	\$ 0.00
Total for Station: ST1	26	00:06:47	\$ 540.00	\$ 0.00
Station: ST2				
Fires	1	00:03:58	\$ 700.00	\$ 420,000.00
Rescue & Emergency Medical Service Incidents	17	00:05:40	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	1	00:06:40	\$ 0.00	\$ 0.00
Service Calls	3	00:05:24	\$ 0.00	\$ 0.00
Good Intent Calls	3	00:02:04	\$ 500.00	\$ 5,141,669.00
False Alarm & False Calls	3	00:06:21	\$ 0.00	\$ 0.00
Total for Station: ST2	28	00:05:18	\$ 1,200.00	\$ 5,561,669.00
Station: ST3				

14 of 15

Incident Summary by Incident Type

Incident Type	Incident Count	Average Response Time	Total Loss	Total Value
Fires	1	00:07:48	\$ 600.00	\$ 606,767.00
Rescue & Emergency Medical Service Incidents	18	00:07:14	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	2	00:06:23	\$ 0.00	\$ 0.00
Good Intent Calls	5	00:00:04	\$ 0.00	\$ 0.00
False Alarm & False Calls	4	00:07:52	\$ 0.00	\$ 0.00
Total for Station: ST3	30	00:06:05	\$ 600.00	\$ 606,767.00
<hr/>				
Total for Shift: B	84.00	00:06:03	\$ 2,340.00	\$ 6,168,436.00
<hr/>				
Shift: C				
Station: MA				
Good Intent Calls	2	00:00:00	\$ 0.00	\$ 0.00
Total for Station: MA	2	00:00:00	\$ 0.00	\$ 0.00
<hr/>				
Station: ST1				
Rescue & Emergency Medical Service Incidents	21	00:04:35	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	3	00:05:44	\$ 0.00	\$ 0.00
Total for Station: ST1	24	00:04:44	\$ 0.00	\$ 0.00
<hr/>				
Station: ST2				
Rescue & Emergency Medical Service Incidents	13	00:05:47	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	1	00:06:00	\$ 0.00	\$ 0.00
Service Calls	4	00:08:00	\$ 0.00	\$ 0.00
Total for Station: ST2	18	00:06:17	\$ 0.00	\$ 0.00
<hr/>				
Station: ST3				
Rescue & Emergency Medical Service Incidents	19	00:06:43	\$ 0.00	\$ 0.00
Service Calls	1	00:07:39	\$ 0.00	\$ 0.00
Good Intent Calls	3	00:00:00	\$ 0.00	\$ 0.00
False Alarm & False Calls	1	00:06:35	\$ 0.00	\$ 0.00
Total for Station: ST3	24	00:05:55	\$ 0.00	\$ 0.00
<hr/>				
Total for Shift: C	68.00	00:05:25	\$ 0.00	\$ 0.00
<hr/>				
Total	223.00	00:05:54	\$ 5,090.00	\$ 6,505,436.00

15 8 15



Plymouth Township Fire Department

Year End Report

January-December 2019

Response Information:

The Plymouth Township Fire Department responded to **3,035** emergencies this **year**.

There was an average of **08.31** runs per day this **year**.

PTFD's average response time was **5 minutes, 28 seconds** to the scene. This includes all responses including non-emergent.

Mutual Aid:

Mutual Aid Received

Mutual Aid Given

Canton	13	70
Northville City	20	15
Northville Twp	34	61
Livonia	3	4
Westland	7	3
HAZMAT	2	
Dearborn		1
Salem		1

Totals

EMS Information:

HVA transported **1,115** patients to the hospital.

Plymouth Township Fire transported **340** patients to the hospital.

Plymouth transports billed out **\$236,405.30** this **year** and accounted for **\$236,393.65**.

There is **\$6,704.08** in outstanding bills of which is over **180** days.

Fire Loss:

There were **56** fires this **year** that accounted for **\$939,310.00** worth of damage to possessions and property.

We prevented the destruction of **\$23,644,270.00** in property.

Fire Prevention:

Plymouth Township Fire Department provided **535** comprehensive fire inspections to businesses within Plymouth Township.

Fire Safety public education classes in CPR, Fire Extinguisher and Fire Safety are provided throughout the year.

This **year**, the department conducted **42** public safety events to a total of **1,719** participants.

FD Training :

The Firefighters have put in a total of **4,961.75** hours of training this **year**.

Reports Included:**Cfirs Reports***Incidents Section*

- Incident Summary by Incident type
 - Incident Type
 - Type count
 - Property Loss
 - Property Value
- Mutual Aid by Department
 - Mutual aid Received
 - Mutual Aid Given

Local Section

- Fire Department Response Times
 - Turnout Time
 - Response Time

Health EMS*Agency Productivity*

- Agency Activity Summary
 - Patients Transported by HVA
 - Patients Transported by PTFD

Inspection Report

Total count for Public Education – Review Fire Modules Calendar

Incident Type Count Report

Date Range: From 1/1/19 To 12/31/19

Selected Station(s): all



	<u>Count</u>	
Station: MA		
111 - Building fire	1	.0%
131 - Passenger vehicle fire	1	.0%
Total - Fires	2	.1%
321 - EMS call, excluding vehicle accident with injury	15	.5%
322 - Vehicle accident with injuries	1	.0%
Total - Rescue & Emergency Medical Service Incidents	16	.5%
531 - Smoke or odor removal	1	.0%
Total - Service Call	1	.0%
611 - Dispatched & cancelled en route	16	.5%
Total - Good Intent Call	16	.5%
700 - False alarm or false call, other	1	.0%
Total - False Alarm & False Call	1	.0%
9001 - Dispatch Error	1	.0%
Total - Special Incident Type	1	.0%
Total for Station	37	1.2%

Station: ST1

100 - Fire, other	3	.1%
111 - Building fire	6	.2%
113 - Cooking fire, confined to container	5	.2%
114 - Chimney or flue fire, confined to chimney or flue	2	.1%
118 - Trash or rubbish fire, contained	1	.0%
131 - Passenger vehicle fire	6	.2%
132 - Road freight or transport vehicle fire	1	.0%
142 - Brush, or brush and grass mixture fire	1	.0%
143 - Grass fire	1	.0%
Total - Fires	26	.9%
240 - Explosion (no fire), other	1	.0%
Total - Overpressure Rupture, Explosion, Overheat - no fire	1	.0%
300 - Rescue, emergency medical call (EMS) call, other	5	.2%
311 - Medical assist, assist EMS crew	1	.0%
320 - Emergency medical service, other	9	.3%
321 - EMS call, excluding vehicle accident with injury	759	25.0%
322 - Vehicle accident with injuries	83	2.7%
324 - Motor vehicle accident with no injuries	5	.2%
353 - Removal of victim(s) from stalled elevator	1	.0%

3735

	<u>Count</u>	
360 - Water & ice related rescue, other	1	.0%
Total - Rescue & Emergency Medical Service Incidents	864	28.5%
400 - Hazardous condition, other	2	.1%
411 - Gasoline or other flammable liquid spill	2	.1%
412 - Gas leak (natural gas or LPG)	6	.2%
413 - Oil or other combustible liquid spill	3	.1%
424 - Carbon monoxide incident	8	.3%
440 - Electrical wiring/equipment problem, other	1	.0%
442 - Overheated motor	3	.1%
444 - Power line down	11	.4%
445 - Arcing, shorted electrical equipment	1	.0%
461 - Building or structure weakened or collapsed	1	.0%
Total - Hazardous Conditions (No fire)	38	1.3%
500 - Service Call, other	7	.2%
520 - Water problem, other	2	.1%
531 - Smoke or odor removal	1	.0%
542 - Animal rescue	2	.1%
550 - Public service assistance, other	6	.2%
551 - Assist police or other governmental agency	2	.1%
552 - Police matter	1	.0%
553 - Public service	1	.0%
554 - Assist invalid	26	.9%
561 - Unauthorized burning	10	.3%
Total - Service Call	58	1.9%
600 - Good intent call, other	8	.3%
611 - Dispatched & cancelled en route	47	1.5%
6111 - Hospice Death	1	.0%
611E - EMS: Dispatched & cancelled en route	4	.1%
622 - No incident found on arrival at dispatch address	4	.1%
650 - Steam, other gas mistaken for smoke, other	2	.1%
651 - Smoke scare, odor of smoke	6	.2%
Total - Good Intent Call	72	2.4%
700 - False alarm or false call, other	58	1.9%
714 - Central station, malicious false alarm	1	.0%
715 - Local alarm system, malicious false alarm	1	.0%
730 - System malfunction, other	3	.1%
732 - Extinguishing system activation due to malfunction	1	.0%
733 - Smoke detector activation due to malfunction	1	.0%
735 - Alarm system sounded due to malfunction	3	.1%
736 - CO detector activation due to malfunction	1	.0%
740 - Unintentional transmission of alarm, other	3	.1%
741 - Sprinkler activation, no fire - unintentional	3	.1%
743 - Smoke detector activation, no fire - unintentional	4	.1%
744 - Detector activation, no fire - unintentional	5	.2%
745 - Alarm system sounded, no fire - unintentional	2	.1%
746 - Carbon monoxide detector activation, no CO	4	.1%
Total - False Alarm & False Call	90	3.0%
814 - Lightning strike (no fire)	1	.0%

	<u>Count</u>	
Total - Severe Weather & Natural Disaster	1	.0%
900 - Special type of incident, other	3	.1%
9001 - Dispatch Error	10	.3%
Total - Special Incident Type	13	.4%
Total for Station	1,163	38.3%

Station: ST2

100 - Fire, other	1	.0%
111 - Building fire	3	.1%
113 - Cooking fire, confined to container	2	.1%
131 - Passenger vehicle fire	1	.0%
Total - Fires	7	.2%
251 - Excessive heat, scorch burns with no ignition	1	.0%
Total - Overpressure Rupture, Explosion, Overheat - no fire	1	.0%
300 - Rescue, emergency medical call (EMS) call, other	3	.1%
311 - Medical assist, assist EMS crew	1	.0%
320 - Emergency medical service, other	3	.1%
321 - EMS call, excluding vehicle accident with injury	539	17.8%
322 - Vehicle accident with injuries	33	1.1%
324 - Motor vehicle accident with no injuries	1	.0%
353 - Removal of victim(s) from stalled elevator	1	.0%
381 - Rescue or EMS standby	1	.0%
Total - Rescue & Emergency Medical Service Incidents	582	19.2%
412 - Gas leak (natural gas or LPG)	5	.2%
424 - Carbon monoxide incident	2	.1%
442 - Overheated motor	1	.0%
444 - Power line down	5	.2%
445 - Arcing, shorted electrical equipment	1	.0%
Total - Hazardous Conditions (No fire)	14	.5%
500 - Service Call, other	4	.1%
522 - Water or steam leak	1	.0%
531 - Smoke or odor removal	1	.0%
542 - Animal rescue	2	.1%
550 - Public service assistance, other	2	.1%
551 - Assist police or other governmental agency	1	.0%
552 - Police matter	1	.0%
553 - Public service	1	.0%
554 - Assist invalid	28	.9%
561 - Unauthorized burning	5	.2%
Total - Service Call	46	1.5%
600 - Good intent call, other	1	.0%
611 - Dispatched & cancelled en route	22	.7%
6111 - Hospice Death	4	.1%
622 - No incident found on arrival at dispatch address	1	.0%
631 - Authorized controlled burning	1	.0%
650 - Steam, other gas mistaken for smoke, other	1	.0%
651 - Smoke scare, odor of smoke	2	.1%

5835

	<u>Count</u>	
Total - Good Intent Call	32	1.1%
700 - False alarm or false call, other	12	.4%
711 - Municipal alarm system, malicious false alarm	2	.1%
715 - Local alarm system, malicious false alarm	1	.0%
731 - Sprinkler activation due to malfunction	1	.0%
733 - Smoke detector activation due to malfunction	1	.0%
735 - Alarm system sounded due to malfunction	3	.1%
736 - CO detector activation due to malfunction	1	.0%
740 - Unintentional transmission of alarm, other	3	.1%
741 - Sprinkler activation, no fire - unintentional	1	.0%
742 - Extinguishing system activation	1	.0%
743 - Smoke detector activation, no fire - unintentional	2	.1%
744 - Detector activation, no fire - unintentional	2	.1%
745 - Alarm system sounded, no fire - unintentional	4	.1%
746 - Carbon monoxide detector activation, no CO	1	.0%
Total - False Alarm & False Call	35	1.2%
9001 - Dispatch Error	3	.1%
Total - Special Incident Type	3	.1%
Total for Station	720	23.7%

Station: ST3

100 - Fire, other	2	.1%
110 - Structure fire, other (conversion only)	1	.0%
111 - Building fire	2	.1%
113 - Cooking fire, confined to container	3	.1%
114 - Chimney or flue fire, confined to chimney or flue	1	.0%
118 - Trash or rubbish fire, contained	1	.0%
130 - Mobile property (vehicle) fire, other	1	.0%
131 - Passenger vehicle fire	5	.2%
132 - Road freight or transport vehicle fire	1	.0%
140 - Natural vegetation fire, other	2	.1%
143 - Grass fire	1	.0%
151 - Outside rubbish, trash or waste fire	1	.0%
160 - Special outside fire, other	1	.0%
Total - Fires	22	.7%
220 - Overpressure rupture from air or gas, other	1	.0%
251 - Excessive heat, scorch burns with no ignition	1	.0%
Total - Overpressure Rupture, Explosion, Overheat - no fire	2	.1%
300 - Rescue, emergency medical call (EMS) call, other	4	.1%
320 - Emergency medical service, other	6	.2%
321 - EMS call, excluding vehicle accident with injury	697	23.0%
322 - Vehicle accident with injuries	80	2.6%
324 - Motor vehicle accident with no injuries	10	.3%
351 - Extrication of victim(s) from building/structure	1	.0%
Total - Rescue & Emergency Medical Service Incidents	798	26.3%
411 - Gasoline or other flammable liquid spill	1	.0%
412 - Gas leak (natural gas or LPG)	6	.2%

6 of 33

	<u>Count</u>	
413 - Oil or other combustible liquid spill	2	.1%
424 - Carbon monoxide incident	7	.2%
440 - Electrical wiring/equipment problem, other	2	.1%
441 - Heat from short circuit (wiring), defective/worn	3	.1%
442 - Overheated motor	1	.0%
444 - Power line down	12	.4%
445 - Arcing, shorted electrical equipment	2	.1%
463 - Vehicle accident, general cleanup	1	.0%
Total - Hazardous Conditions (No fire)	37	1.2%
500 - Service Call, other	7	.2%
520 - Water problem, other	1	.0%
542 - Animal rescue	2	.1%
550 - Public service assistance, other	2	.1%
551 - Assist police or other governmental agency	5	.2%
552 - Police matter	2	.1%
554 - Assist invalid	21	.7%
561 - Unauthorized burning	5	.2%
Total - Service Call	45	1.5%
600 - Good intent call, other	5	.2%
611 - Dispatched & cancelled en route	65	2.1%
6111 - Hospice Death	5	.2%
611E - EMS: Dispatched & cancelled en route	2	.1%
622 - No incident found on arrival at dispatch address	11	.4%
650 - Steam, other gas mistaken for smoke, other	4	.1%
651 - Smoke scare, odor of smoke	1	.0%
652 - Steam, vapor, fog or dust thought to be smoke	1	.0%
Total - Good Intent Call	94	3.1%
700 - False alarm or false call, other	39	1.3%
710 - Malicious, mischievous false call, other	2	.1%
711 - Municipal alarm system, malicious false alarm	3	.1%
714 - Central station, malicious false alarm	1	.0%
715 - Local alarm system, malicious false alarm	3	.1%
730 - System malfunction, other	4	.1%
731 - Sprinkler activation due to malfunction	2	.1%
733 - Smoke detector activation due to malfunction	15	.5%
734 - Heat detector activation due to malfunction	2	.1%
735 - Alarm system sounded due to malfunction	6	.2%
736 - CO detector activation due to malfunction	6	.2%
740 - Unintentional transmission of alarm, other	5	.2%
743 - Smoke detector activation, no fire - unintentional	6	.2%
745 - Alarm system sounded, no fire - unintentional	1	.0%
746 - Carbon monoxide detector activation, no CO	6	.2%
Total - False Alarm & False Call	101	3.3%
814 - Lightning strike (no fire)	1	.0%
Total - Severe Weather & Natural Disaster	1	.0%
900 - Special type of incident, other	7	.2%
9001 - Dispatch Error	8	.3%
Total - Special Incident Type	15	.5%

Total for Station	<u>Count</u>	
	1,115	36.7%
	<hr/>	
	3,035	100.0%

Municipal Response Times Report

For Dates Beginning 1/1/19 Ending 12/31/19

Incident Types selected for analysis: All

For All Priority Types



Time in Minutes	Alarm to Dispatch	Percent Total	Cumulative Responses	Percent	Dispatch to Enroute	Percent Total	Cumulative Responses	Percent	Enroute to Arrival	Percent Total	Cumulative Responses	Percent	Alarm to Arrival	Percent Total	Cumulative Responses	Percent	Dispatch to Arrival	Percent Total	Cumulative Responses	Percent
0 - 1	1,682	59.86	1,682	59.86	897	33.11	897	33.11	165	6.25	165	6.25	52	1.92	52	1.92	70	2.59	70	2.59
1 - 2	956	34.02	2,638	93.88	1,209	44.63	2,106	77.74	281	10.64	446	16.89	51	1.88	103	3.81	89	3.29	159	5.88
2 - 3	114	4.06	2,752	97.94	444	16.39	2,550	94.13	489	18.52	935	35.40	113	4.18	216	7.98	220	8.13	379	14.01
3 - 4	39	1.39	2,791	99.32	116	4.28	2,666	98.41	541	20.48	1,476	55.89	243	8.98	459	16.96	384	14.20	763	28.21
4 - 5	9	0.32	2,800	99.64	20	0.74	2,686	99.15	417	15.79	1,893	71.68	369	13.64	828	30.60	535	19.78	1,298	47.99
5 - 6	3	0.11	2,803	99.75	10	0.37	2,696	99.52	298	11.28	2,191	82.96	483	17.85	1,311	48.45	442	16.34	1,740	64.33
6 - 7	2	0.07	2,805	99.82	6	0.22	2,702	99.74	168	6.36	2,359	89.32	454	16.78	1,765	65.23	342	12.64	2,082	76.97
7 - 8	1	0.04	2,806	99.86	2	0.07	2,704	99.82	118	4.47	2,477	93.79	321	11.86	2,086	77.09	244	9.02	2,326	85.99
8 - 9	1	0.04	2,807	99.89	0	0.00	2,704	99.82	63	2.39	2,540	96.18	232	8.57	2,318	85.66	138	5.10	2,464	91.09
9 - 10	0	0.00	2,807	99.89	1	0.04	2,705	99.85	41	1.55	2,581	97.73	153	5.65	2,471	91.32	98	3.62	2,562	94.71
10 +	3	0.11	2,810	100.00	4	0.15	2,709	100.00	60	2.27	2,641	100.00	235	8.68	2,706	100.00	143	5.29	2,705	100.00

Incident
Total:

2,810

Average Times per Incident

Average PSAP Processing Time: 0 minute(s) 53 second(s)
(Alarm to Dispatch)

Percent less than or equal to 60 Seconds: 59.86
Percent less than or equal to 90 Seconds: 83.49

Average Fire Department Turn Out Time: 1 minute(s) 28 second(s)
(Dispatch to Enroute)

Average Fire Department Turn Out and Travel Time: 5 minute(s) 28 second(s)
(Dispatch to Arrive)

Average Municipal Response Time: 6 minute(s) 22 second(s)
(Alarm to Arrive)

Percentile Response Times in Accordance with NFPA Standards

PSAP Processing Time less than 60 seconds: 59.86%
(Alarm to Dispatch)

Fire Department Turn Out Time less than 60 seconds: 33.11%
(Dispatch to Enroute)

Fire Department Travel Time less than 4 minutes: 55.89%
(Enroute to Arrive)

9833

Listing of Mutual Aid Responses by Mutual Aid Department and Incident Type



Time Period: 1/1/19 - 12/31/19

Department: Canton Twp FD

For Incident Types Beginning: 1

Mutual aid received (1)

190000053	1/6/19 1:39:01PM	111	08204	9144 NORTHWOOD CT
190000278	1/31/19 4:17:52PM	111	08204	11696 BROWNELL
190000386	2/12/19 1:34:24PM	110	08204	9343 CAPRICE DR
190000533	3/3/19 10:52:19AM	111	08204	44525 W ANN ARBOR RD
190001409	6/23/19 11:02:11AM	113	08204	45590 N TURTLEHEAD CT
190002351	10/8/19 6:13:35PM	113	08204	9041 COBBLESTONE CIR

Subtotal Mutual aid received 6

Automatic aid received (2)

190000001	1/1/19 2:15:29AM	111	08204	50081 SHEFIELD CT
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Subtotal Automatic aid received 1

Subtotal Incident Types Beginning with 1 7

For Incident Types Beginning: 3

Mutual aid received (1)

190001729	7/27/19 7:46:57AM	321	08204	9955 HAGGERTY RD
190001841	8/7/19 10:03:01PM	322	08204	N BECK
190003020	12/30/19 1:31:32PM	322	08204	LILLEY RD

Subtotal Mutual aid received 3

Mutual aid given (3)

190000029	1/3/19 4:35:49PM	321	08204	8121 N LILLEY
190000072	1/8/19 8:46:27AM	322	08204	SHELDON
190000083	1/9/19 10:40:25AM	322	08204	1275
190000214	1/23/19 4:19:47PM	321	08204	1150 S CANTON CENTER
190000248	1/28/19 11:43:17AM	321	08204	7295 N HAGGERTY
190000303	2/2/19 2:01:26PM	321	08204	591 ROOSEVELT
190000325	2/4/19 6:52:43PM	321	08204	42600 CHERRY HILL
190000573	3/8/19 6:55:44PM	321	08204	8201 HONEY LN

Time Period: 1/1/19 - 12/31/19

190000601	3/12/19 11:20:22AM	321	08204	42500 CHERRY HILL
190000618	3/15/19 10:14:14AM	321	08204	8400 N BECK
190000637	3/18/19 5:54:39AM	321	08204	12275 APPLETREE DR
190000718	3/28/19 2:33:56PM	321	08204	8633 HONEYTREE
190000726	3/29/19 9:37:26AM	321	08204	6406 PICKWICK
190000815	4/9/19 2:47:53PM	322	08204	FORD and LILLEY
190000912	4/21/19 6:30:09PM	300	08204	7025 N LILLEY
190000936	4/25/19 10:21:00AM	321	08204	45157 RUDGATE
190001101	5/15/19 6:54:50PM	321	08204	41991 SALTZ
190001141	5/20/19 10:45:48PM	321	08204	1700 N HAGGERTY
190001207	5/30/19 2:02:33PM	321	08204	I275
190001227	6/1/19 7:13:59PM	320	08204	45270 CLAYMORE
190001245	6/4/19 3:20:21AM	322	08204	W BECK RD
190001293	6/8/19 11:24:23AM	321	08204	HANFORD
190001329	6/12/19 12:42:18PM	300	08204	7025 N LILLEY
190001343	6/15/19 5:24:08PM	320	08204	1150 S CANTON CENTER
190001369	6/18/19 7:30:10PM	321	08204	8121 N LILLEY
190001384	6/20/19 3:54:20PM	321	08204	44101 MICHIGAN
190001391	6/21/19 11:37:53AM	321	08204	42600 CHERRY HILL
190001392	6/21/19 12:05:24PM	320	08204	45510 MICHIGAN
190001411	6/23/19 5:14:49PM	321	08204	7499 ADMIRALTY
190001413	6/23/19 10:34:27PM	321	08204	48139 PARK LN CT
190001504	7/2/19 10:06:56PM	321	08204	7501 WINDSOR WOODS
190001505	7/2/19 11:04:39PM	322	08204	JOY RD
190001590	7/12/19 9:52:16AM	321	08204	41937 FORD
190001730	7/27/19 11:48:19AM	300	08204	1150 S CANTON CENTER
190001764	7/31/19 2:03:44PM	321	08204	N LILLEY
190001814	8/5/19 1:28:27PM	321	08204	951 N CANTON CENTER
190001815	8/5/19 1:28:40PM	321	08204	951 N CANTON CENTER
190001816	8/5/19 1:48:54PM	321	08204	7105 FOXTHORN
190001875	8/11/19 9:59:16AM	322	08204	I275
190001927	8/20/19 1:54:33PM	321	08204	47411 MADISON
190001928	8/20/19 2:25:28PM	321	08204	1051 N CANTON CENTER
190002091	9/9/19 5:18:53PM	321	08204	42600 CHERRY HILL
190002092	9/9/19 5:56:32PM	321	08204	1150 CANTON CENTER
190002115	9/11/19 6:53:42PM	321	08204	7025 N LILLEY
190002200	9/21/19 3:25:18PM	321	08204	41275 OLD MICHIGAN AVE
190002279	10/1/19 1:32:12PM	320	08204	8121 N LILLEY

Time Period: 1/1/19 - 12/31/19

190002297	10/2/19	8:20:33PM	321	08204	39500 WARREN
190002393	10/14/19	2:00:24PM	321	08204	47811 ORMSKIRK
190002454	10/21/19	4:29:33PM	320	08204	1846 WENTWORTH
190002465	10/23/19	10:08:55AM	321	08204	1600 S CANTON CENTER
190002475	10/24/19	12:37:21PM	321	08204	8121 N LILLEY
190002490	10/26/19	12:58:15PM	321	08204	4400 DENTON
190002496	10/26/19	10:11:12PM	320	08204	7025 N LILLEY
190002513	10/28/19	5:02:08PM	321	08204	S HAGGERTY
190002543	10/31/19	12:33:10PM	321	08204	7025 N LILLEY
190002593	11/5/19	6:46:21PM	321	08204	42600 CHERRY HILL
190002671	11/14/19	2:29:55PM	321	08204	42595 FORD
190002687	11/15/19	7:04:46PM	321	08204	42264 ADDISON

Subtotal Mutual aid given**58****Subtotal Incident Types Beginning with 3****61****For Incident Types Beginning: 6****Mutual aid received (1)**

190001997	8/27/19	12:37:01PM	611	08204	14707 KEEL ST
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Subtotal Mutual aid received**1****Mutual aid given (3)**

190000037	1/4/19	11:22:31AM	611	08204	42526 SARATOGA
190000575	3/8/19	7:27:48PM	611	08204	1150 S CANTON CENTER
190000828	4/10/19	5:15:32PM	611	08204	4167 CORNERSTONE
190000861	4/15/19	1:43:27PM	611	08204	46981 N HIDDEN RIVER CIR
190001051	5/8/19	2:34:32PM	611	08204	2105 N SHELDON
190001383	6/20/19	3:38:45PM	611	08204	42949 BARCHESTER
190001691	7/22/19	2:49:41PM	611E	08204	49776 GARFIELD
190001880	8/11/19	7:07:38PM	611	08204	45900 GEDDES
190001906	8/16/19	5:29:20PM	611	08204	51000 MOTT
190001937	8/21/19	2:40:33PM	611	08204	1150 CANTON CENTER
190002675	11/15/19	9:02:48AM	611	08204	2422 N LEXINGTON
190003026	12/31/19	8:51:32AM	611	08204	1275

Subtotal Mutual aid given**12****Subtotal Incident Types Beginning with 6****13****For Incident Types Beginning: 7****Mutual aid received (1)**

190000185	1/21/19	8:59:25AM	700	08204	9401 GENERAL DR
190000483	2/24/19	9:43:37PM	745	08204	11541 SPICER

Time Period: 1/1/19 - 12/31/19

Subtotal Mutual aid received 2

Subtotal Incident Types Beginning with 7 2

Subtotal Canton Twp FD 83

Department: City of Northville FD

For Incident Types Beginning: 1

Mutual aid received (1)

190000053	1/6/19 1:39:01PM	111	08232	9144 NORTHWOOD CT
190000278	1/31/19 4:17:52PM	111	08232	11696 BROWNELL
190000278	1/31/19 4:17:52PM	111	08232	11686 BROWNELL
190000386	2/12/19 1:34:24PM	110	08232	9343 CAPRICE DR
190000533	3/3/19 10:52:19AM	111	08232	44525 W ANN ARBOR RD
190001409	6/23/19 11:02:11AM	113	08232	45590 N TURTLEHEAD CT
190002351	10/8/19 6:13:35PM	113	08232	9041 COBBLESTONE CIR

Subtotal Mutual aid received 7

Automatic aid received (2)

190000001	1/1/19 2:15:29AM	111	08232	50081 SHEFIELD CT
190000624	3/16/19 7:43:19AM	113	08232	14707 NORTHVILLE RD
190001619	7/16/19 9:31:11AM	114	08232	13101 HIDDEN CREEK DR

Subtotal Automatic aid received 3

Mutual aid given (3)

190000182	1/21/19 6:32:03AM	111	08232	225 AMELIA
190002733	11/24/19 2:15:04AM	111	08232	771 DAVIS

Subtotal Mutual aid given 2

Automatic aid given (4)

190001149	5/22/19 12:15:05AM	111	08232	205 HAGGERTY RD
190001669	7/20/19 3:04:19PM	131	08232	394 N SHELDON RD
190002926	12/15/19 6:51:16PM	113	08232	911 WILLIAM

Subtotal Automatic aid given 3

Subtotal Incident Types Beginning with 1 14

For Incident Types Beginning: 3

Mutual aid given (3)

190002074	9/7/19 9:50:35AM	321	08232	1160 SHERIDAN
190002858	12/6/19 10:34:31PM	321	08232	105 HAGGERTY RD

Subtotal Mutual aid given 2

Automatic aid given (4)

190000032	1/3/19 7:33:01PM	320	08232	36475 FIVEMILE
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Time Period: 1/1/19 - 12/31/19

190001026	5/5/19 7:57:53PM	322	08232	E ANN ARBOR TRL
<i>Subtotal Automatic aid given</i>				2
<i>Subtotal Incident Types Beginning with 3</i>				4

For Incident Types Beginning: 4**Mutual aid received (1)**

190001350	6/16/19 10:32:17AM	442	08232	14600 SHELDON RD
<i>Subtotal Mutual aid received</i>				1
<i>Subtotal Incident Types Beginning with 4</i>				1

For Incident Types Beginning: 5**Automatic aid received (2)**

190001351	6/16/19 10:40:32AM	531	08232	14600 SHELDON RD
<i>Subtotal Automatic aid received</i>				1

Automatic aid given (4)

190000295	2/1/19 10:22:14PM	520	08232	105 HAGGERTY RD
<i>Subtotal Automatic aid given</i>				1
<i>Subtotal Incident Types Beginning with 5</i>				2

For Incident Types Beginning: 6**Mutual aid received (1)**

190000004	1/1/19 3:10:05PM	651	08232	FIVE MILE RD
190000255	1/29/19 11:22:01AM	652	08232	44099 PLYMOUTH OAKS BLVD
190000283	2/1/19 9:32:53AM	651	08232	43811 PLYMOUTH OAKS BLVD
190001996	8/27/19 11:56:37AM	651	08232	46401 COMMERCE CENTER DR
<i>Subtotal Mutual aid received</i>				4

Mutual aid given (3)

190001470	6/29/19 1:03:47PM	622	08232	400 S MAIN ST
190001722	7/26/19 12:22:29PM	611	08232	650 S MAIN ST
<i>Subtotal Mutual aid given</i>				2

Automatic aid given (4)

190001763	7/31/19 1:26:44PM	611	08232	177 N MAIN ST
<i>Subtotal Automatic aid given</i>				1
<i>Subtotal Incident Types Beginning with 6</i>				7

For Incident Types Beginning: 7**Automatic aid received (2)**

190002659	11/13/19 1:28:06PM	735	08232	14707 NORTHVILLE RD
<i>Subtotal Automatic aid received</i>				1
Automatic aid given (4)				

Time Period: 1/1/19 - 12/31/19

190000306	2/2/19 6:50:24PM	741	08232	205 HAGGERTY RD
190000871	4/16/19 9:40:46AM	700	08232	395 W ANN ARBOR TRL
190001256	6/5/19 10:01:51AM	700	08232	107 HAGGERTY RD

Subtotal Automatic aid given **3**

Subtotal Incident Types Beginning with 7 **4**

Subtotal City of Northville FD **33**

Department: Northville Twp FD**For Incident Types Beginning: 1****Mutual aid received (1)**

190000053	1/6/19 1:39:01PM	111	08255	9144 NORTHWOOD CT
190000278	1/31/19 4:17:52PM	111	08255	11696 BROWNELL
190000278	1/31/19 4:17:52PM	111	08255	11686 BROWNELL
190000386	2/12/19 1:34:24PM	110	08255	9343 CAPRICE DR
190001409	6/23/19 11:02:11AM	113	08255	45590 N TURTLEHEAD CT
190002010	8/29/19 2:22:21PM	131	08255	39851 FIVE MILE RD
190002351	10/8/19 6:13:35PM	113	08255	9041 COBBLESTONE CIR
190002719	11/21/19 3:03:19PM	130	08255	STATE HWY

Subtotal Mutual aid received **8**

Automatic aid received (2)

190000001	1/1/19 2:15:29AM	111	08255	50081 SHEFIELD CT
190001619	7/16/19 9:31:11AM	114	08255	13101 HIDDEN CREEK DR
190002063	9/5/19 11:25:14PM	100	08255	NORTHVILLE ROAD DR

Subtotal Automatic aid received **3**

Mutual aid given (3)

190000177	1/20/19 5:39:09PM	111	08255	16688 FOREST DR
190002014	8/29/19 6:37:00PM	111	08255	19255 SILVER SPRING DR
190002197	9/21/19 11:39:33AM	111	08255	16400 NORTHVILLE RD

Subtotal Mutual aid given **3**

Subtotal Incident Types Beginning with 1 **13**

For Incident Types Beginning: 3**Mutual aid received (1)**

190000007	1/1/19 8:14:49PM	322	08255	STATE HWY
190000207	1/23/19 4:00:40AM	322	08255	I275
190001269	6/6/19 10:54:48AM	321	08255	14707 NORTHVILLE RD
190001621	7/16/19 11:16:07AM	321	08255	49572 NORTH DR
190001838	8/7/19 1:49:40PM	321	08255	11677 BROWNELL

Time Period: 1/1/19 - 12/31/19

190002103	9/10/19	3:35:19PM	321	08255	STATE HWY
190002295	10/2/19	3:24:47PM	322	08255	N BECK RD
190002432	10/19/19	10:38:27AM	300	08255	48913 WILDWOOD CT
190002775	11/27/19	1:48:06PM	321	08255	44011 FIVE MILE RD
Subtotal Mutual aid received					9
Automatic aid received (2)					
190000010	1/1/19	9:29:51PM	324	08255	I275
Subtotal Automatic aid received					1
Mutual aid given (3)					
190000157	1/18/19	9:48:53AM	321	08255	19826 IRONGATE CT
190000227	1/25/19	11:45:02AM	321	08255	16900 DUNDALK CT
190000422	2/17/19	9:10:20PM	321	08255	18493 JAMESTOWN CIR
190000467	2/22/19	6:29:00PM	321	08255	16100 HAGGERTY RD
190000475	2/24/19	12:09:56PM	320	08255	15870 HAGGERTY RD
190000537	3/4/19	8:58:23AM	322	08255	BECK RD
190000629	3/17/19	5:15:18AM	321	08255	15700 HAGGERTY RD
190000630	3/17/19	5:15:22AM	321	08255	15700 HAGGERTY RD
190000668	3/23/19	12:53:56AM	321	08255	15870 HAGGERTY RD
190000670	3/23/19	9:02:45AM	321	08255	16100 HAGGERTY RD
190000744	3/31/19	12:49:37PM	321	08255	18182 BLUE HERON DR
190000853	4/13/19	11:49:51PM	320	08255	41600 SIX MILE RD
190000886	4/18/19	10:22:45AM	321	08255	15700 HAGGERTY RD
190000887	4/18/19	10:32:28AM	321	08255	40033 EIGHT MILE RD
190001043	5/7/19	12:42:11PM	321	08255	17447 HAGGERTY RD
190001044	5/7/19	12:42:14PM	321	08255	17447 HAGGERTY RD
190001115	5/17/19	5:47:06PM	321	08255	15700 HAGGERTY RD
190001116	5/17/19	5:55:54PM	321	08255	44669 SPRING HILL RD
190001151	5/22/19	10:20:36AM	321	08255	40033 EIGHT MILE RD
190001152	5/22/19	10:25:07AM	321	08255	16944 COURVILLE DR
190001212	5/30/19	7:32:13PM	321	08255	15700 HAGGERTY RD
190001241	6/3/19	11:23:43AM	321	08255	49775 EIGHT MILE RD
190001327	6/12/19	9:08:35AM	322	08255	8 MILE
190001375	6/19/19	4:48:20PM	320	08255	16406 MULBERRY WAY
190001394	6/21/19	3:47:29PM	320	08255	44600 FIVE MILE RD
190001455	6/27/19	8:08:18PM	321	08255	44638 OAK FOREST DR
190001491	7/1/19	7:38:27PM	311	08255	40033 EIGHT MILE RD
190001499	7/2/19	9:56:32AM	300	08255	HAGGERTY RD
190001572	7/10/19	8:37:26PM	321	08255	15870 HAGGERTY RD

Time Period: 1/1/19 - 12/31/19

190001631	7/16/19	4:55:59PM	321	08255	15870 HAGGERTY RD
190001761	7/31/19	11:24:03AM	321	08255	49059 S RAINBOW LN
190001964	8/24/19	1:01:37PM	321	08255	19090 NORTHVILLE RD
190002012	8/29/19	5:24:59PM	321	08255	17905 BRIAR RIDGE LN
190002093	9/9/19	6:58:00PM	321	08255	15550 HAGGERTY RD
190002114	9/11/19	3:18:25PM	321	08255	15427 NORTHVILLE FOREST DR
190002283	10/1/19	5:10:30PM	321	08255	15455 HAGGERTY RD
190002448	10/21/19	10:47:45AM	321	08255	16100 HAGGERTY RD
190002450	10/21/19	12:56:40PM	321	08255	19356 NORTHRIDGE DR
190002587	11/5/19	10:07:07AM	321	08255	16980 CARRIAGE WAY
190002647	11/11/19	9:52:20PM	321	08255	15870 HAGGERTY RD
190002830	12/2/19	7:01:01AM	321	08255	16100 HAGGERTY RD

Subtotal Mutual aid given **41**

Subtotal Incident Types Beginning with 3 **51**

For Incident Types Beginning: 4**Mutual aid received (1)**

190000268	1/31/19	6:06:19AM	412	08255	SHELDON RD
190001350	6/16/19	10:32:17AM	442	08255	14600 SHELDON RD

Subtotal Mutual aid received **2**

Subtotal Incident Types Beginning with 4 **2**

For Incident Types Beginning: 5**Mutual aid received (1)**

190002545	10/31/19	1:08:54PM	531	08255	14356 GENOA CT
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Subtotal Mutual aid received **1**

Automatic aid received (2)

190001351	6/16/19	10:40:32AM	531	08255	14600 SHELDON RD
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Subtotal Automatic aid received **1**

Mutual aid given (3)

190001456	6/27/19	8:14:29PM	551	08255	18329 SHADBROOK ST
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Subtotal Mutual aid given **1**

Subtotal Incident Types Beginning with 5 **3**

For Incident Types Beginning: 6**Mutual aid received (1)**

190000004	1/1/19	3:10:05PM	651	08255	FIVE MILE RD
190000255	1/29/19	11:22:01AM	652	08255	44099 PLYMOUTH OAKS BLVD
190000647	3/19/19	9:52:29AM	622	08255	41079 CONCEPT DR

Time Period: 1/1/19 - 12/31/19

190001996	8/27/19 11:56:37AM	651	08255	46401 COMMERCE CENTER DR
Subtotal Mutual aid received			4	
Mutual aid given (3)				
190000009	1/1/19 9:03:30PM	611	08255	1275
190000262	1/30/19 8:35:36AM	611	08255	45835 TOURNAMENT DR
190000474	2/24/19 10:40:31AM	611	08255	15327 NORTHVILLE FOREST DR
190000528	3/2/19 10:35:26AM	611	08255	41600 SIX MILE RD
190000881	4/17/19 4:51:45PM	611	08255	49775 SIX MILE RD
190001805	8/4/19 7:02:06PM	611	08255	CARRIAGE WAY
190002156	9/16/19 7:50:31AM	611	08255	15870 HAGGERTY RD
190002220	9/23/19 12:14:51PM	611	08255	15870 HAGGERTY RD
190002586	11/5/19 9:46:21AM	611	08255	HAGGERTY RD
Subtotal Mutual aid given			9	
Subtotal Incident Types Beginning with 6			13	
For Incident Types Beginning: 7				
Mutual aid received (1)				
190000188	1/21/19 10:06:47AM	730	08255	13101 ECKLES RD
Subtotal Mutual aid received			1	
Automatic aid received (2)				
190000187	1/21/19 9:26:26AM	700	08255	14707 NORTHVILLE RD
Subtotal Automatic aid received			1	
Mutual aid given (3)				
190002886	12/10/19 4:52:55PM	743	08255	15700 HAGGERTY RD
Subtotal Mutual aid given			1	
Subtotal Incident Types Beginning with 7			3	
For Incident Types Beginning: 8				
Mutual aid received (1)				
190001661	7/19/19 8:27:11PM	814	08255	49525 POINTE XING
190002117	9/11/19 8:12:59PM	814	08255	48380 SHERWOOD DR
Subtotal Mutual aid received			2	
Subtotal Incident Types Beginning with 8			2	
Subtotal Northville Twp FD			88	

Department: Livonia Fire Department
For Incident Types Beginning: 3**Mutual aid received (1)**

190000151	1/17/19 5:53:39PM	322	8229	14835 PILOT DR
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Time Period: 1/1/19 - 12/31/19

<i>Subtotal Mutual aid received</i>	1
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Automatic aid received (2)

190000010	1/1/19 9:29:51PM	324	8229	I275
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<i>Subtotal Automatic aid received</i>	1
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Mutual aid given (3)

190000203	1/22/19 6:47:46PM	322	8229	I275
190000934	4/25/19 8:18:11AM	322	8229	PLYMOUTH RD
190001463	6/28/19 4:13:17PM	321	8229	38123 W CHICAGO

<i>Subtotal Mutual aid given</i>	3
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<i>Subtotal Incident Types Beginning with 3</i>	5
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For Incident Types Beginning: 4**Mutual aid received (1)**

190000481	2/24/19 9:15:40PM	445	8229	ANN ARBOR TRL
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<i>Subtotal Mutual aid received</i>	1
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<i>Subtotal Incident Types Beginning with 4</i>	1
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For Incident Types Beginning: 6**Mutual aid given (3)**

190000932	4/25/19 8:10:06AM	611	8229	PLYMOUTH/NEWBURGH RD
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<i>Subtotal Mutual aid given</i>	1
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<i>Subtotal Incident Types Beginning with 6</i>	1
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<i>Subtotal Livonia Fire Department</i>	7
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Department: Westland Fire Department**For Incident Types Beginning: 3****Mutual aid given (3)**

190001731	7/27/19 12:17:11PM	321	8251	6501 YALE AVE
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<i>Subtotal Mutual aid given</i>	1
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<i>Subtotal Incident Types Beginning with 3</i>	1
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For Incident Types Beginning: 6**Mutual aid given (3)**

190000423	2/17/19 9:22:22PM	611	8251	BROOKFIELD PL
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<i>Subtotal Mutual aid given</i>	1
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<i>Subtotal Incident Types Beginning with 6</i>	1
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<i>Subtotal Westland Fire Department</i>	2
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Department: Huron Valley Ambulance

Time Period: 1/1/19 - 12/31/19

For Incident Types Beginning: 3**Mutual aid received (1)**

190000152	1/17/19 6:21:39PM	321	HVA	9421 MARGUERITE
190000482	2/24/19 9:38:10PM	321	HVA	8896 BALL
190001655	7/19/19 9:38:47AM	321	HVA	46356 ROCKLEDGE DR
190001729	7/27/19 7:46:57AM	321	HVA	9955 HAGGERTY RD
190001839	8/7/19 2:10:37PM	321	HVA	40716 NEWPORTE DR
190002775	11/27/19 1:48:06PM	321	HVA	44011 FIVE MILE RD

<i>Subtotal Mutual aid received</i>				6
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Other aid given (5)

190000256	1/29/19 11:28:27AM	321	HVA	9139 BRIARWOOD DR
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<i>Subtotal Other aid given</i>				1
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<i>Subtotal Incident Types Beginning with 3</i>				7
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For Incident Types Beginning: 6**Automatic aid received (2)**

190000055	1/6/19 3:50:22PM	611	HVA	9135 MANTON
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<i>Subtotal Automatic aid received</i>				1
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<i>Subtotal Incident Types Beginning with 6</i>				1
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<i>Subtotal Huron Valley Ambulance</i>				8
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Department: Hazardous Materials Response Team**For Incident Types Beginning: 3****Mutual aid received (1)**

190001670	7/20/19 6:39:06PM	324	WWMA	STATE HWY
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<i>Subtotal Mutual aid received</i>				1
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<i>Subtotal Incident Types Beginning with 3</i>				1
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For Incident Types Beginning: 4**Mutual aid received (1)**

190001441	6/26/19 12:26:48PM	400	WWMA	15169 N Northville RD
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<i>Subtotal Mutual aid received</i>				1
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<i>Subtotal Incident Types Beginning with 4</i>				1
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<i>Subtotal Hazardous Materials Response Team</i>				2
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Department: Dearborn FD**For Incident Types Beginning: 6****Mutual aid given (3)**

Time Period: 1/1/19 - 12/31/19

190002951	12/18/19 9:29:00PM	611	08205	2909 SCHAEFER
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<i>Subtotal Mutual aid given</i>				1
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<i>Subtotal Incident Types Beginning with 6</i>			1	
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<i>Subtotal Dearborn FD</i>			1	
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Department: Northville FD**For Incident Types Beginning: 1****Automatic aid given (4)**

190002896	12/12/19 4:12:13PM	100	08232	550 FOREST
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<i>Subtotal Automatic aid given</i>				1
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<i>Subtotal Incident Types Beginning with 1</i>			1	
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For Incident Types Beginning: 6**Mutual aid given (3)**

190002857	12/6/19 10:27:12PM	611	08232	678 ANN
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<i>Subtotal Mutual aid given</i>				1
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<i>Subtotal Incident Types Beginning with 6</i>			1	
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<i>Subtotal Northville FD</i>			2	
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Department: Northville Twp FD**For Incident Types Beginning: 1****Mutual aid received (1)**

190002851	12/6/19 10:07:35AM	113	08255	8920 QUAIL CIR
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<i>Subtotal Mutual aid received</i>				1
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<i>Subtotal Incident Types Beginning with 1</i>			1	
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For Incident Types Beginning: 3**Mutual aid given (3)**

190002960	12/20/19 9:56:32AM	321	08255	44600 FIVE MILE RD
190002963	12/20/19 8:40:11PM	321	08255	16928 BOULDER DR
190002973	12/22/19 10:47:34AM	321	08255	15770 HAGGERTY
190002999	12/27/19 9:59:27AM	321	08255	15700 HAGGERTY RD
190003003	12/27/19 4:05:23PM	321	08255	16827 COUNTRY KNOLL DR

<i>Subtotal Mutual aid given</i>				5
----------------------------------	--	--	--	---

<i>Subtotal Incident Types Beginning with 3</i>			5	
---	--	--	---	--

For Incident Types Beginning: 6**Mutual aid given (3)**

190002852	12/6/19 11:54:22AM	611	08255	RED OAK DR
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Time Period: 1/1/19 - 12/31/19

Subtotal Mutual aid given 1

Subtotal Incident Types Beginning with 6 1

Subtotal Northville Twp FD 7

Department: Salem Twp FD

For Incident Types Beginning: 3

Mutual aid given (3)

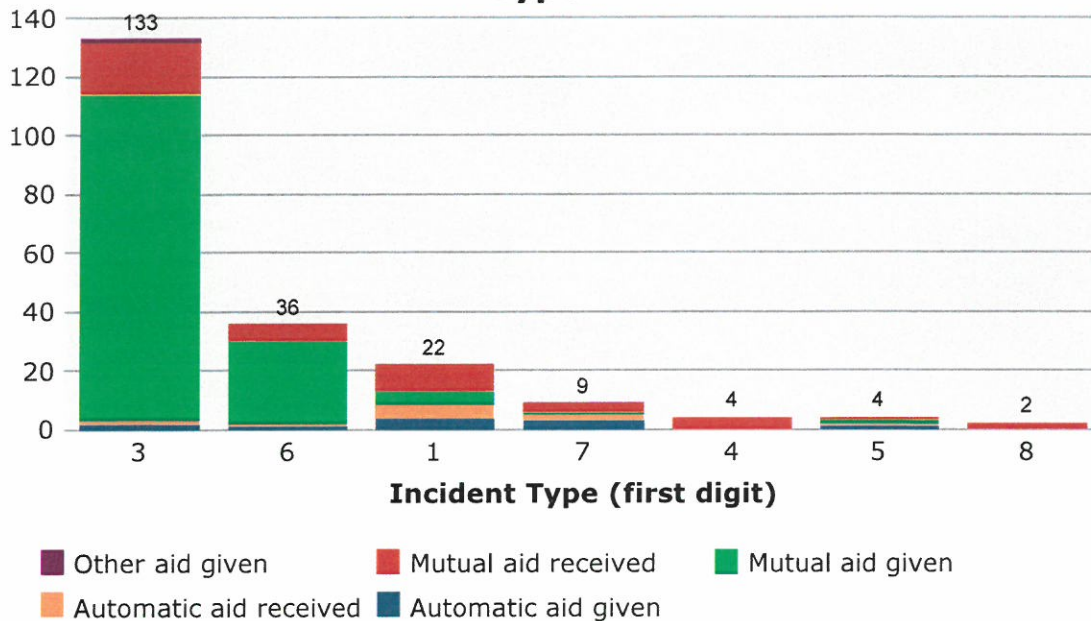
190002958 12/19/19 8:50:29PM 322 08109 NAPIER

Subtotal Mutual aid given 1

Subtotal Incident Types Beginning with 3 1

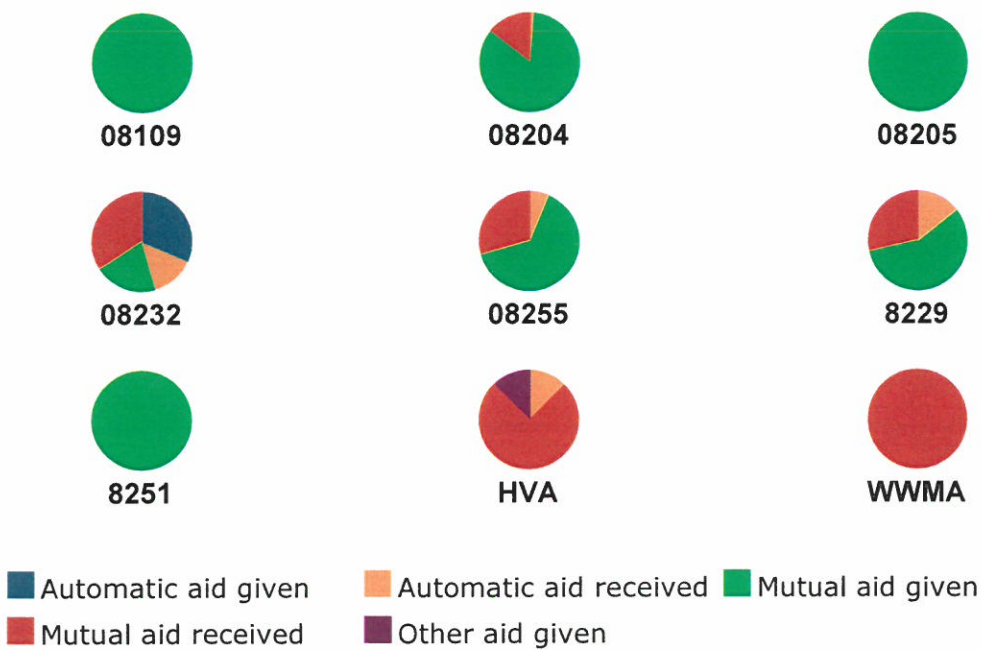
Subtotal Salem Twp FD 1

Mutual Aid Incidents by Incident Type and Mutual Aid Type



Total	210
Total Incidents less those Cancelled Enroute	174

Mutual Aid Incidents by Department



Agency Activity Summary

Plymouth Township Fire Dept

Agency: Plymouth Township Fire Dept | Service Date: From 01/01/2019 Through
12/31/2019 | Run Disposition: All Transports, Treated and Transferred Care

Total Number of ePCRs: 1455

Total Number of Incidents: 1443

By Branch

01 Station 1 = 506

02 Station 2 = 390

03 Station 3 = 559

Run Disposition

	#	%		#	%
Treated/Transported	340	23.4%	Dead Prior To Arrival	N/A	N/A
Treated / Transferred Care	1115	76.6%	Dead After Arrival	N/A	N/A
Treated/No Transport (AMA)	N/A	N/A	Treat/Transported by Private Veh.	N/A	N/A
Treated / No Transport (Per Protocol)	N/A	N/A	Assist	N/A	N/A
Transported / Refused Care	N/A	N/A	Other	N/A	N/A
No Transport / Refused Care	N/A	N/A	No Patient Found	N/A	N/A
Cancelled	N/A	N/A			
Left Blank	N/A	N/A			

Run Type

	#	%		#	%
Emergency Runs	1453	99.9%	Non-Emergency Runs	N/A	N/A
Stand By	N/A	N/A	Stand By	N/A	N/A
Mutual Aid	28	1.9%	Mutual Aid	N/A	N/A
Interfacility	N/A	N/A	Interfacility	N/A	N/A
Intercept	N/A	N/A	Intercept	N/A	N/A
Emergency Runs (Scheduled)	N/A	N/A	Non-Emergency Runs (Scheduled)	N/A	N/A
Stand By	N/A	N/A	Stand By	N/A	N/A
Mutual Aid	N/A	N/A	Mutual Aid	N/A	N/A
Interfacility	N/A	N/A	Interfacility	N/A	N/A
Intercept	N/A	N/A	Intercept	N/A	N/A

Emergency Type Left Blank: 2

Runs by Unit

Unit	Total Runs	Treat/ Transp	Treat/ Transfer	Treat/No Transp(AMA)	Treat/No Transp(PP)	Transp/ Ref. Care	Cancelled	Dead Prior Arr	Dead After Arr	T/T Priv Veh	No Trans/ Ref. Care	Assist	Other	No Pat. Found
ENG1	7	2	5	0	0	0	0	0	0	0	0	0	0	0
ENG3	1	0	1	0	0	0	0	0	0	0	0	0	0	0
RES1	499	143	356	0	0	0	0	0	0	0	0	0	0	0
RES2	392	89	303	0	0	0	0	0	0	0	0	0	0	0
RES3	556	106	450	0	0	0	0	0	0	0	0	0	0	0
Total	1455	340	1115	0	0	0	0	0	0	0	0	0	0	0

Runs by Service Level

Dispatched Service Level	#	%	Recommended Service Level	#	%
BLS	80	5.5%	BLS	1111	76.4%
ALS	1375	94.5%	ALS1	332	22.8%
SCT	N/A	N/A	ALS2	12	0.8%
			SCT	N/A	N/A
			Rotary Wing	N/A	N/A
			Fixed Wing	N/A	N/A

Runs by Insurance Type with Service Level (Multiple insurance types may have

been marked on a run)

Type	BLS	%	ALS1	%	ALS2	%	SCT	%Rotary Wing	%Fixed Wing	%	Total	%
Private Ins.	5	0.3%	7	0.5%	N/A	N/A	N/A	N/A	N/A	N/A	12	0.8%
Medicare	2	0.1%	3	0.2%	N/A	N/A	N/A	N/A	N/A	N/A	5	0.3%
	1	0.1%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1	0.1%
None	1111	76.4%	332	22.8%	12	0.8%	N/A	N/A	N/A	N/A	1455	100.0%

Runs by Primary PI (Note - Primary PI is based on the ICD-10 priority setup in HealthEMS)

Description	#	%
Abdominal Pain	50	3.4%
Airway Obstruction	1	0.1%
Allergic Reaction	11	0.8%
Alt. Level Conscious	58	4.0%
Anxiety	44	3.0%
Asthma Symptoms	10	0.7%
Back Pain (No Trauma)	25	1.7%
Behavioral Disorder	33	2.3%
CVA/Stroke	24	1.6%
Cardiac Arrest	16	1.1%
Cardiac Symptoms	34	2.3%
Chest Pain	92	6.3%
Cough W/Blood	2	0.1%
Dehydration Symp.	11	0.8%
Depression (acute)	6	0.4%
Diabetic Symptoms	10	0.7%
Dizziness	32	2.2%
Dyspnea-SOB	102	7.0%
Elevated Temp/Fever	2	0.1%
Eye Symp.(no trauma)	1	0.1%
Flu Symptoms	15	1.0%
GI -Bleed	6	0.4%
GI -Constipation	5	0.3%
GI -Diarrhea	2	0.1%
Headache (no trauma)	9	0.6%
Hemorrhage-(severe medical)	13	0.9%
Hyperthermia	1	0.1%
Hyperventilation	1	0.1%
Medication Reaction	1	0.1%
Migraine	2	0.1%
Monitoring Required	16	1.1%
Nausea	15	1.0%
No Medical Problem	34	2.3%
Nose Bleed	10	0.7%
OB/Gyn	2	0.1%
OB/Gyn (comp.)	1	0.1%
Orth. Device Required	3	0.2%
Pneumonia Symptoms	3	0.2%
Poisoning	11	0.8%
Post-Op Complication	1	0.1%
Psychiatric Emerg.	48	3.3%
Respiratory Failure	1	0.1%
Seizure	40	2.7%
Sore Throat	2	0.1%
Syncope/Fainting	43	3.0%
Trauma Injury	281	19.3%
Unconscious	20	1.4%
Unknown Medical	56	3.8%
Urinary Bleeding	2	0.1%
Urination Problem	8	0.5%
Vomiting	19	1.3%
Weakness	175	12.0%
Left Blank	45	3.1%

<i>Total</i>	1455	100.0%
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Runs by Dispatch (EMD) Code

Description	#	%
1 Abdominal Pain	35	2.4%
10 Chest Pain [non-traumatic]	130	8.9%
11 Choking	4	0.3%
12 Convulsions/Seizures	47	3.2%
13 Diabetic	9	0.6%
16 Eye Problems/Injuries	1	0.1%
17 Falls	268	18.4%
18 Headache	8	0.5%
19 Heart Problems A.I.D.C	5	0.3%
2 Allergies/Envenomations	5	0.3%
20 Heat/Cold Exposure	2	0.1%
21 Hemorrhage/Lacerations	23	1.6%
23 Overdose/poisoning	30	2.1%
24 Pregnancy/Childbirth/Miscarriage	2	0.1%
25 Psychiatric/Abnormal behavior/Suicide Attempt	84	5.8%
26 Sick Person	306	21.0%
27 Stab/ Gunshot Penetrating Trauma	1	0.1%
28 Stroke [CVA]	30	2.1%
29 Traffic/Accidents	83	5.7%
3 Animal Bites/Attacks	1	0.1%
30 Traumatic Injuries	54	3.7%
31 Unconscious/Fainting	82	5.6%
32 Unknown Problem	39	2.7%
33 Non-emergency Transports	3	0.2%
37 Standby Routine	1	0.1%
38 Medical Alarm	4	0.3%
4 Assault/Sexual Assault	2	0.1%
5 Back Pain	17	1.2%
6 Breathing Problems	111	7.6%
7 Burns/Explosion	2	0.1%
77 Not reported	3	0.2%
88 Not applicable	27	1.9%
9 Cardiac or Respiratory Arrest/Death	7	0.5%
99 Unknown	29	2.0%
Left Blank	0	0.0%
Total	1455	100.0%

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Transport From (Category)

	#	%
--Left Blank--	1455	100.0%
<i>Total</i>	1455	100.0%

Transport From (Facility)

	#	%
--Left Blank--	1454	99.9%
Independence Village	1	0.1%
<i>Total</i>	1455	100.0%

Transport To (Destination Facility)

	#	%
St Mary Livonia ER	1116	76.7%
St Joe Ann Arbor ER	96	6.6%
Providence Park ER-Nov	79	5.4%
UNIVERSITY OF MICHIGAN ER	77	5.3%
Henry Ford West Bloomfield	17	1.2%
C.S. Mott Children's Hospital	17	1.2%
Annapolis (Beaumont Wayne)	8	0.5%
Beaumont Farmington Hills (Botsford)	8	0.5%
No transport	7	0.5%
Beaumont Dearborn	7	0.5%
Henry Ford MAIN	6	0.4%
Beaumont Canton	6	0.4%
VA ANN ARBOR ER	4	0.3%
Beaumont Hospital Royal Oak	3	0.2%
Detroit Medical Center	2	0.1%
Garden City ER	1	0.1%
Billing Report	1	0.1%
<i>Total</i>	1455	100.0%

Credit Summary

Summary By Credit Code - Code Description
PLYMOUTH 2019 CREDIT REPORT

<u>ID</u>	<u>Description</u>	<u>Credits</u>	<u>QTY %</u>	<u>Amount</u>	<u>Amount %</u>
AMBC	CONTRACTUAL ADJ - BCBS	57	4.34	3759.43	1.59
AMCD	CONTRACTUAL ADJ - MEDICAID	48	3.66	20310.49	8.59
AMCR	CONTRACTUAL ADJ - MEDICARE	399	30.39	29141.05	12.33
INTOFFSET	INTEREST OFFSET	1	0.08	-4.60	0.00
INWH	INTEREST PAID	1	0.08	4.60	0.00
PBCS	PAYMENT - BCBS	61	4.65	29146.57	12.33
BCCP	PAYMENT - BLUE CROSS COPAY	34	2.59	2890.98	1.22
PPCL	PAYMENT - COLLECTION AGENCY	3	0.23	225.00	0.10
PPIN	PAYMENT - COMM INS	35	2.67	17416.53	7.37
PAIN	PAYMENT - INSURANCE - AUTO	35	2.67	14104.15	5.97
PSIN	PAYMENT - INSURANCE SECONDARY	31	2.36	3127.75	1.32
PMCD	PAYMENT - MEDICAID	48	3.66	9180.13	3.88
PMCB	PAYMENT - MEDICARE	224	17.06	48422.40	20.48
PMCB0	PAYMENT - MEDICARE = 0	12	0.91	0.00	0.00
PPCA	PAYMENT - PRIVATE CASH	1	0.08	10.21	0.00
PPCH	PAYMENT - PRIVATE CHECK	104	7.92	22774.77	9.63
PPMO	PAYMENT - PRIVATE MONEY ORDR	10	0.76	1756.30	0.74
PMWC	PAYMENT- WORK COMP	4	0.30	2738.00	1.16
PLACE	PLACEKEEPER	21	1.60	-1675.81	-0.71
RFPT	REFUND - PRIVATE INDIVIDUAL	2	0.15	-1015.21	-0.43
TBC	TAKE BACK - BCBS	2	0.15	-659.41	-0.28
TBMD	TAKE BACK - MEDICAID	1	0.08	-208.23	-0.09
RFCAR	TAKE BACK - MEDICARE	1	0.08	-416.60	-0.18
WBAD	W/O BAD DEBT	3	0.23	50.01	0.02
WMGT	W/O BAD DEBT PER MANAGEMENT	28	2.13	8136.00	3.44
WBAN	W/O BANKRUPTCY	1	0.08	125.38	0.05
WBAC	W/O IN COLLECTIONS	120	9.14	24920.47	10.54
WCAI	W/O MEDICAID	21	1.60	2056.91	0.87
WOPC	W/O PROFESSIONAL COURTESY	1	0.08	56.43	0.02
WSML	W/O SMALL BALANCE	4	0.30	19.95	0.01
Totals For All		1313		236393.65	

Aging Summary**PLYMOUTH AGING**

Report As Of December 31, 2019

Grouped By Schedule on Call

ID	Description	Calls	Current	31 to 60	61 to 90	91 to 120	121 to 150	151 to 180	Over 180	Total
<None>	<None>	8	5371.60	0.00	0.00	0.00	0.00	0.00	0.00	5371.60
1MRP	PAPER - MEDICARE	2	0.00	0.00	0.00	0.00	1286.80	0.00	0.00	1286.80
APPL	APPEAL PATIENT 30	4	0.00	572.00	864.90	0.00	0.00	722.00	0.00	2158.90
BCAP	APPEAL BCBS	1	0.00	0.00	710.00	0.00	0.00	0.00	0.00	710.00
BCBS	ELECT BCBS	3	0.00	548.00	125.00	0.00	734.00	0.00	0.00	1407.00
CAIP	PAPER MEDICAID RE	3	719.60	0.00	758.00	0.00	0.00	0.00	551.60	2029.20
CARE	ELECT - MEDICARE	5	1226.80	0.00	1255.60	0.00	0.00	0.00	524.00	3006.40
CAREBL	ELECT MEDICARE PI	2	0.00	0.00	567.20	543.04	0.00	0.00	0.00	1110.24
COMP	PAPER WORK COMP	1	0.00	0.00	710.00	0.00	0.00	0.00	0.00	710.00
CRED	MHR REFUND CREDI	1	0.00	0.00	0.00	0.00	0.00	0.00	-722.00	-722.00
FIREINS	FIRE RECOVERY 150	2	0.00	0.00	0.00	0.00	0.00	0.00	450.00	450.00
INSU	PAPER INS PRIMARY	9	698.00	0.00	1732.00	1771.00	187.50	0.00	923.00	5311.50
NEICCAID	ELECT MEDICAID NE	2	0.00	596.00	0.00	0.00	602.00	0.00	0.00	1198.00
NOTC	NOTICE PRIVATE HIF	1	0.00	0.00	675.20	0.00	0.00	0.00	0.00	675.20
PRV2	PAPER - PRIVATE PA	41	5093.20	9368.20	3963.66	776.89	187.50	1124.02	2340.53	22854.00
REVIEW	REVIEW	21	0.00	0.00	784.40	3209.20	2245.37	1741.00	1434.95	9414.92
TIME	TIME PAY ACCOUNT	1	0.00	0.00	0.00	0.00	0.00	0.00	594.00	594.00
U	MHR HOLD FOR MHF	2	0.00	0.00	0.00	0.00	0.00	426.00	608.00	1034.00
Totals		109	13109.20	11084.20	12145.96	6300.13	5243.17	4013.02	6704.08	58599.76

Total Page : 1 of 1

Page : 1 of 1

Date : 01/17/2020

Time : 16:20:45

History ID : 14086400

Charge Summary**PLYMOUTH 2019 CHARGE REPORT**

Summary By Charge Code - Code Description

ID	Description	QTY	QTY %	Charge Count	Charge Count %	Charges	Total Charges %
0427	ALS EMERGENCY	210	7.65	210	29.83	136240.00	57.63
0433	ALS II EMERGENCY	3	0.11	3	0.43	2400.00	1.02
0429	BLS EMERGENCY	125	4.55	125	17.76	61900.00	26.18
0428	BLS NON EMERG	1	0.04	1	0.14	500.00	0.21
0425MC	CMS MILEAGE	1142.4	41.63	160	22.73	13708.80	5.80
0425	MILEAGE	1237	45.07	179	25.43	14844.00	6.28
MVA	MOTOR VEHICLE ACCIDENT	26	0.95	26	3.69	6612.50	2.88
Totals For All		2744.4		704		236405.30	

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Incident Summary by Incident Type

For Dates: 1/1/19 - 12/31/19



Incident Type	Incident Count	Average Response Time	Total Loss	Total Value
Shift: A				
Station: MA				
Rescue & Emergency Medical Service Incidents	5	00:04:09	\$ 0.00	\$ 0.00
Good Intent Calls	5	00:00:00	\$ 0.00	\$ 0.00
Total for Station: MA	10	00:02:05	\$ 0.00	\$ 0.00
Station: ST1				
Fires	13	00:06:14	\$ 478,150.00	\$ 10,409,645.00
Overpressure Rupture, Explosion, Overheat - no fire	1	00:04:32	\$ 0.00	\$ 0.00
Rescue & Emergency Medical Service Incidents	313	00:05:53	\$ 55,000.00	\$ 600,000.00
Hazardous Conditions (No fire)	11	00:07:01	\$ 0.00	\$ 0.00
Service Calls	11	00:06:36	\$ 0.00	\$ 0.00
Good Intent Calls	28	00:01:11	\$ 0.00	\$ 0.00
False Alarm & False Calls	29	00:06:06	\$ 0.00	\$ 0.00
Special Incident Types	4	00:03:00	\$ 0.00	\$ 0.00
Total for Station: ST1	410	00:05:36	\$ 533,150.00	\$ 11,009,645.00
Station: ST2				
Fires	2	00:04:21	\$ 6,000.00	\$ 0.00
Overpressure Rupture, Explosion, Overheat - no fire	1	00:13:23	\$ 0.00	\$ 0.00
Rescue & Emergency Medical Service Incidents	193	00:06:21	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	4	00:07:16	\$ 0.00	\$ 0.00
Service Calls	12	00:05:46	\$ 0.00	\$ 0.00
Good Intent Calls	8	00:01:14	\$ 0.00	\$ 0.00
False Alarm & False Calls	6	00:03:43	\$ 0.00	\$ 0.00
Total for Station: ST2	226	00:06:06	\$ 6,000.00	\$ 0.00
Station: ST3				
Fires	8	00:07:15	\$ 352,000.00	\$ 889,963.00
Rescue & Emergency Medical Service Incidents	276	00:07:09	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	14	00:08:05	\$ 0.00	\$ 0.00
Service Calls	16	00:07:56	\$ 0.00	\$ 0.00
Good Intent Calls	31	00:00:43	\$ 0.00	\$ 0.00
False Alarm & False Calls	28	00:06:29	\$ 0.00	\$ 0.00
Special Incident Types	10	00:05:29	\$ 0.00	\$ 0.00
Total for Station: ST3	383	00:06:37	\$ 352,000.00	\$ 889,963.00
Total for Shift: A	1,029.00	00:06:03	\$ 891,150.00	\$ 11,899,608.00
Shift: B				
Station: MA				
Rescue & Emergency Medical Service Incidents	6	00:11:10	\$ 0.00	\$ 0.00
Service Calls	1	00:09:06	\$ 0.00	\$ 0.00
Good Intent Calls	2	00:00:00	\$ 0.00	\$ 0.00
Special Incident Types	1	00:00:01	\$ 0.00	\$ 0.00
Total for Station: MA	10	00:07:37	\$ 0.00	\$ 0.00

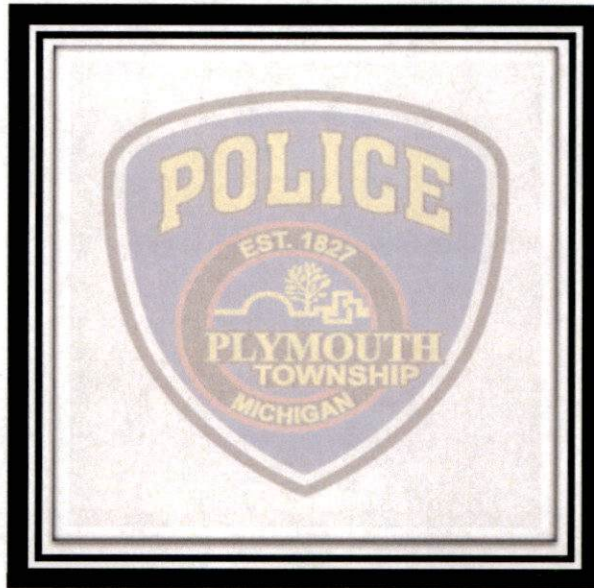
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Incident Summary by Incident Type

Incident Type	Incident Count	Average Response Time	Total Loss	Total Value
Station: ST1				
Fires	5	00:06:07	\$ 15,640.00	\$ 5,100.00
Rescue & Emergency Medical Service Incidents	275	00:06:14	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	14	00:06:14	\$ 0.00	\$ 0.00
Service Calls	34	00:06:11	\$ 0.00	\$ 0.00
Good Intent Calls	23	00:01:24	\$ 0.00	\$ 0.00
False Alarm & False Calls	34	00:06:05	\$ 0.00	\$ 0.00
Severe Weather & Natural Disasters	1	00:07:01	\$ 45,000.00	\$ 950,000.00
Special Incident Types	7	00:00:01	\$ 0.00	\$ 0.00
Total for Station: ST1	393	00:05:50	\$ 60,640.00	\$ 955,100.00
Station: ST2				
Fires	4	00:09:30	\$ 700.00	\$ 420,000.00
Rescue & Emergency Medical Service Incidents	189	00:06:50	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	7	00:03:44	\$ 0.00	\$ 0.00
Service Calls	14	00:05:43	\$ 0.00	\$ 0.00
Good Intent Calls	14	00:01:08	\$ 500.00	\$ 5,141,669.00
False Alarm & False Calls	14	00:06:38	\$ 0.00	\$ 0.00
Special Incident Types	2	00:00:01	\$ 0.00	\$ 0.00
Total for Station: ST2	244	00:06:20	\$ 1,200.00	\$ 5,561,669.00
Station: ST3				
Fires	9	00:07:30	\$ 28,100.00	\$ 2,221,767.00
Overpressure Rupture, Explosion, Overheat - no fire	2	00:04:05	\$ 0.00	\$ 0.00
Rescue & Emergency Medical Service Incidents	232	00:07:17	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	10	00:07:03	\$ 0.00	\$ 0.00
Service Calls	15	00:05:44	\$ 0.00	\$ 0.00
Good Intent Calls	30	00:02:26	\$ 0.00	\$ 0.00
False Alarm & False Calls	34	00:07:12	\$ 0.00	\$ 0.00
Severe Weather & Natural Disasters	1	00:08:08	\$ 4,050.00	\$ 1,500,000.00
Total for Station: ST3	333	00:06:45	\$ 32,150.00	\$ 3,721,767.00
Total for Shift: B	980.00	00:06:17	\$ 93,990.00	\$ 10,238,536.00
Shift: C				
Station: MA				
Fires	2	00:03:17	\$ 0.00	\$ 0.00
Rescue & Emergency Medical Service Incidents	5	00:04:17	\$ 0.00	\$ 0.00
Good Intent Calls	9	00:00:00	\$ 0.00	\$ 0.00
False Alarm & False Calls	1	00:02:36	\$ 0.00	\$ 0.00
Total for Station: MA	17	00:01:48	\$ 0.00	\$ 0.00
Station: ST1				
Fires	8	00:06:26	\$ 37,720.00	\$ 1,304,562.00
Rescue & Emergency Medical Service Incidents	276	00:05:38	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	13	00:07:42	\$ 750.00	\$ 2,000.00
Service Calls	13	00:06:46	\$ 12,000.00	\$ 375,000.00
Good Intent Calls	21	00:02:30	\$ 0.00	\$ 0.00
False Alarm & False Calls	27	00:05:25	\$ 0.00	\$ 0.00
Special Incident Types	2	00:01:57	\$ 0.00	\$ 0.00
Total for Station: ST1	360	00:05:33	\$ 50,470.00	\$ 1,681,562.00
Station: ST2				
Fires	1	00:06:39	\$ 3,550.00	\$ 685,800.00

Incident Summary by Incident Type

Incident Type	Incident Count	Average Response Time	Total Loss	Total Value
Rescue & Emergency Medical Service Incidents	200	00:06:22	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	3	00:08:43	\$ 0.00	\$ 0.00
Service Calls	20	00:07:08	\$ 1,200.00	\$ 450,000.00
Good Intent Calls	10	00:00:39	\$ 0.00	\$ 0.00
False Alarm & False Calls	15	00:05:39	\$ 0.00	\$ 0.00
Special Incident Types	1	00:01:00	\$ 0.00	\$ 0.00
Total for Station: ST2	250	00:06:10	\$ 4,750.00	\$ 1,135,800.00
Station: ST3				
Fires	5	00:06:52	\$ 21,100.00	\$ 8,000,000.00
Rescue & Emergency Medical Service Incidents	290	00:06:40	\$ 0.00	\$ 0.00
Hazardous Conditions (No fire)	13	00:07:42	\$ 0.00	\$ 0.00
Service Calls	14	00:08:50	\$ 0.00	\$ 0.00
Good Intent Calls	32	00:01:21	\$ 0.00	\$ 0.00
False Alarm & False Calls	39	00:05:44	\$ 0.00	\$ 0.00
Special Incident Types	5	00:00:16	\$ 0.00	\$ 0.00
Total for Station: ST3	398	00:06:11	\$ 21,100.00	\$ 8,000,000.00
Total for Shift: C	1,025.00	00:05:53	\$ 76,320.00	\$ 10,817,362.00
Shift: D				
Station: ST3				
Good Intent Calls	1	00:00:00	\$ 0.00	\$ 0.00
Total for Station: ST3	1	00:00:00	\$ 0.00	\$ 0.00
Total for Shift: D	1.00	00:00:00	\$ 0.00	\$ 0.00
Total	3,035.00	00:06:04	\$ 1,061,460.00	\$ 32,955,506.00



Plymouth Twp. Police

December 2019



PART-ONE CRIMES



January 1, 2019 through December 31, 2019

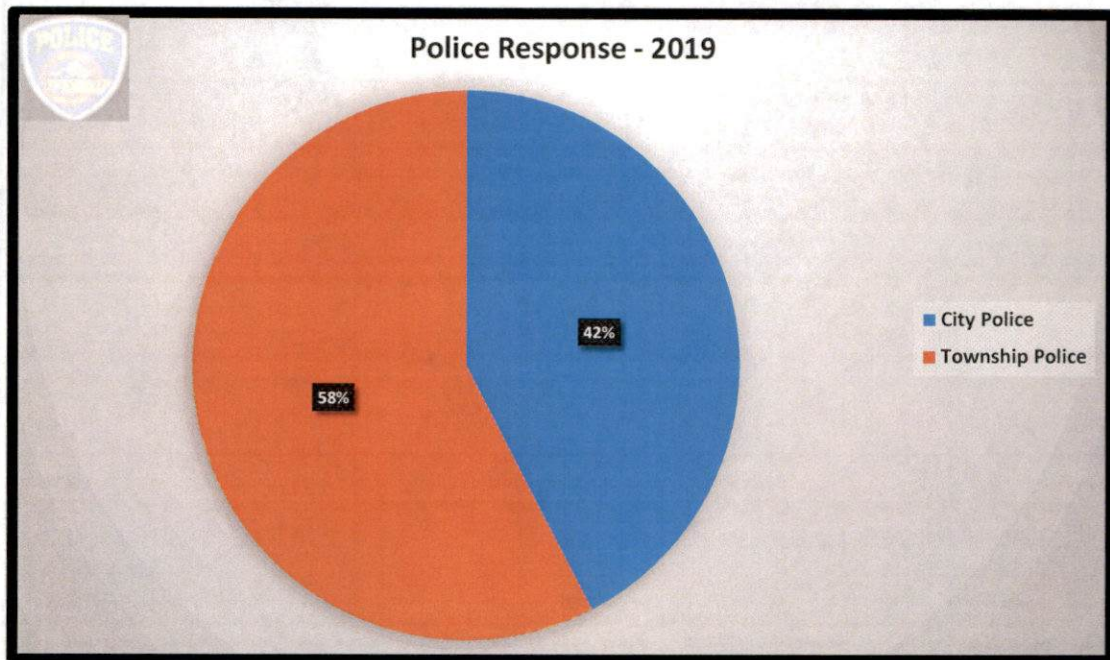
2019	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
Murder	0	0	0	0	0	0	0	0	0	0	0	1	1
CSC	0	0	0	1	0	0	1	0	1	2	0	0	5
Robbery	0	0	0	0	0	0	0	0	0	0	0	1	1
Aggravated Assault	0	3	1	1	1	0	1	1	1	1	0	0	10
Burglary	2	1	0	2	0	1	5	6	3	1	0	1	22
Larceny	18	9	16	8	11	9	9	8	12	3	13	21	137
Auto Theft	1	2	3	1	0	1	1	1	2	2	2	5	21
Arson	0	0	0	0	0	0	1	0	0	0	0	0	1
Retail Fraud	1	2	0	1	0	0	0	1	2	1	0	0	8
Part A Other	17	21	33	24	23	28	26	12	26	22	10	29	271
Total Part A	39	38	53	38	35	39	44	29	47	32	25	58	477
All Other Crimes	101	90	86	91	97	89	88	72	97	99	96	88	1094
Total Crimes	140	128	139	129	132	128	132	101	144	131	121	146	1571

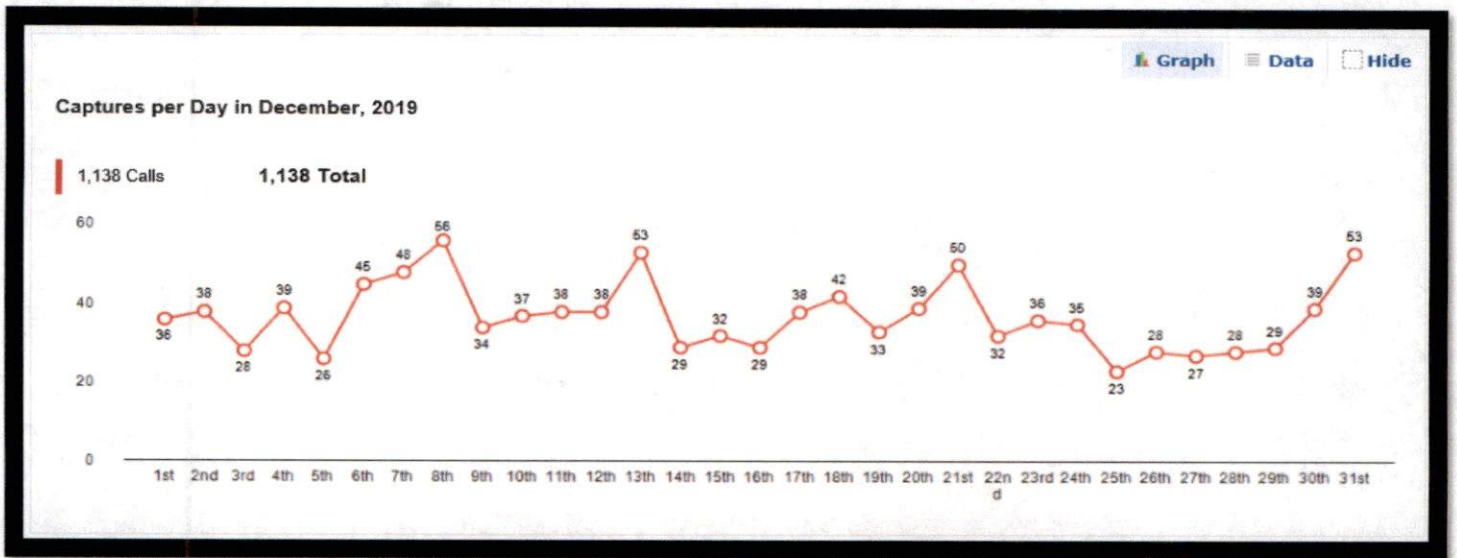
January 1, 2018 through December 31, 2018

2018	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
Murder	0	0	0	0	0	0	0	0	0	0	0	0	0
CSC	1	1	0	0	1	0	1	0	4	1	1	0	10
Robbery	0	0	1	0	1	0	0	0	0	0	0	0	2
Aggravated Assault	0	0	3	0	1	0	1	2	2	3	2	0	14
Burglary	1	0	1	0	1	5	2	1	1	2	1	3	18
Larceny	7	5	1	9	22	13	14	14	9	15	9	6	124
Auto Theft	1	1	0	1	0	3	0	2	0	3	1	2	14
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0
Retail Fraud	1	0	2	0	1	0	2	1	1	0	3	2	13
Part A Other	36	33	27	23	26	29	28	28	25	29	21	26	331
Total Part A	47	40	35	33	53	50	48	48	42	53	38	39	526
All Other Crimes	97	78	99	45	105	108	95	117	111	88	98	95	1136
Total Crimes	144	118	134	78	158	158	143	165	153	141	136	134	1662

POLICE RESPONSE													
2019	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD
City Police	1,017	936	708	918	1,033	1,085	946	767	809	823	707	685	10,434
Township Police	1,255	1,025	1,410	1,085	1,244	1,190	1,209	1,158	1,188	1,206	1,162	1,076	14,208
Total	2,272	1,961	2,118	2,003	2,277	2,275	2,155	1,925	1,997	2,029	1,869	1,761	24,642

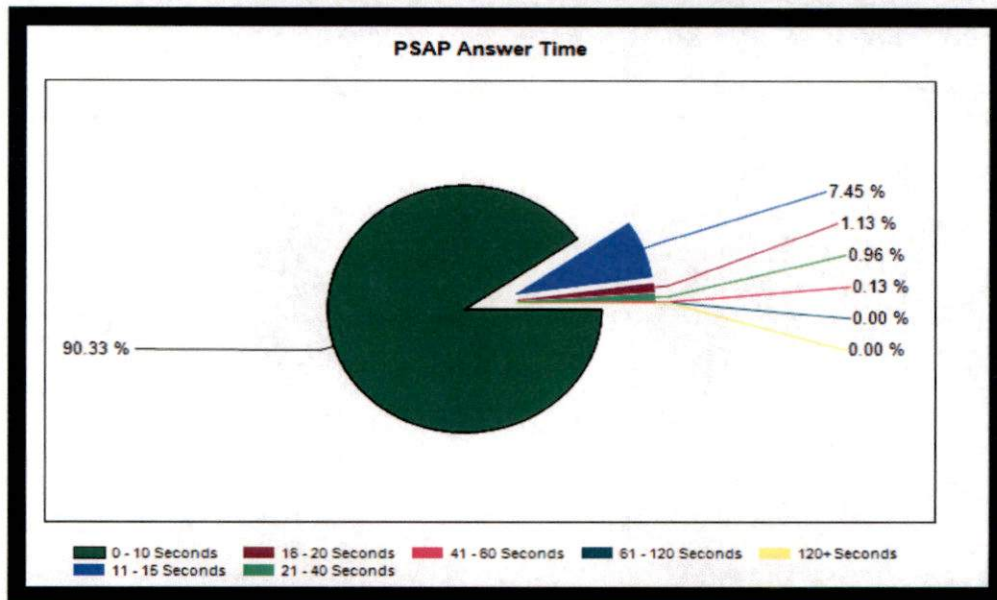
POLICE RESPONSE													
2018	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD
City Police	1,500	1,231	1,408	1,226	1,483	1,350	1,401	1,321	1,400	1,448	1,370	1,335	16,473
Township Police	1,248	976	1,218	1,107	1,333	1,331	1,285	1,346	1,245	1,179	1,149	1,163	14,580
Total	2,748	2,207	2,626	2,333	2,816	2,681	2,686	2,667	2,645	2,627	2,519	2,498	34,998





2018 DISPATCH	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD
# of 911 Calls	1,177	1,028	1,124	1,169	1,243	1,329	1,400	1,284					
# of Non-Emergency Calls	2,696	2,571	2,637	2,487	2,816	2,705	2,883	2,692	2,576	2,576	2,296	2,467	
Total	3,873	3,599	3,761	3,656	4,059	4,034	4,283	3,976	2,576	2,576	2,296	2,467	0

2019 DISPATCH	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD
# of 911 Calls	1,266	1,121	1,365	1,134	1,207	1,349	1,405	1,273	1,226	1,255	1,289	1,138	15,028
# of Non-Emergency Calls	2,602	2,381	2,319	2,262	2,852	2,732	2,743	2,309	2,340	2,603	2,374	2,388	29,905
Total	3,868	3,502	3,684	3,396	4,059	4,081	4,148	3,582	3,566	3,858	3,663	3,526	44,933



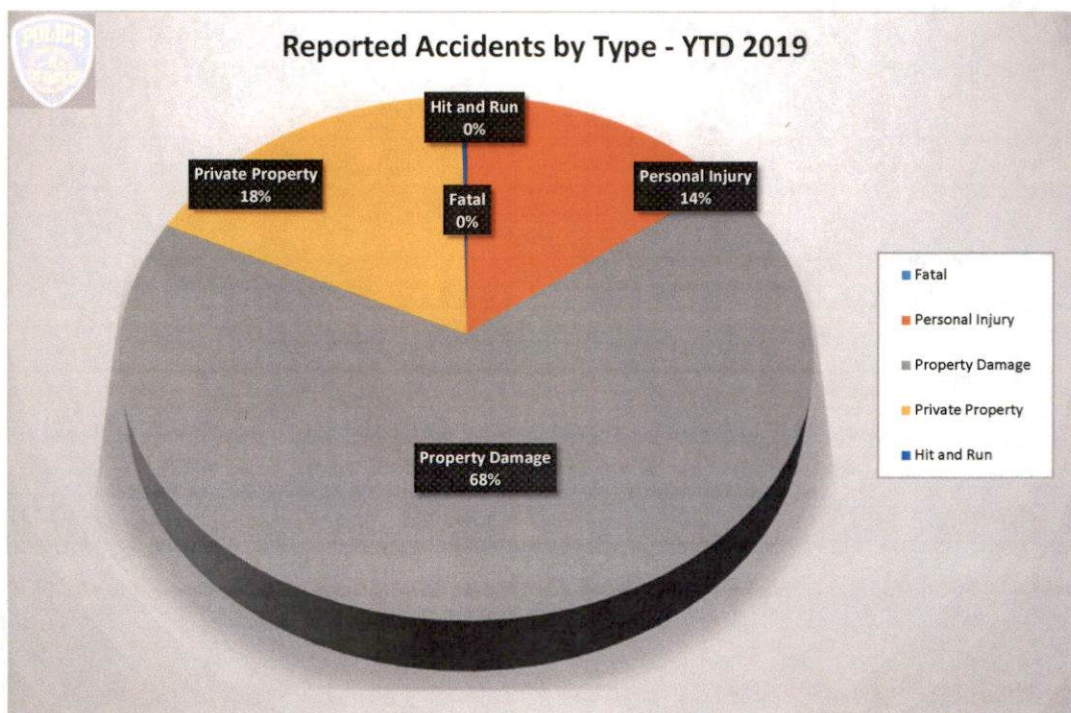
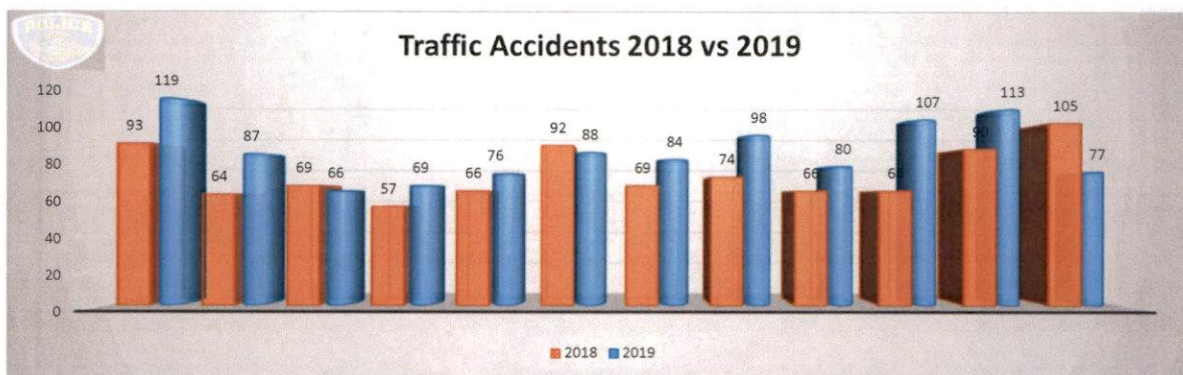
- 3.1 **Standard for answering 9-1-1 Calls.** Ninety percent (90%) of all 9-1-1 calls arriving at the Public Safety Answering Point (PSAP) shall be answered within ten (10) seconds during the busy hour (the hour each day with the greatest call volume, as defined in the NENA Master Glossary). Ninety-five (95%) of all 9-1-1 calls should be answered within twenty (20) seconds.



% answer time 10 seconds		90.33%
% answer time 20 seconds		98.91%



TRAFFIC ACCIDENT SUMMARY													
2019	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Fatal	0	0	0	0	0	0	0	0	0	0	0	0	0
Personal Injury	14	5	10	11	13	14	14	16	17	12	17	10	153
Property Damage	92	63	47	41	47	59	49	57	49	76	80	61	721
Private Property	13	19	9	17	16	13	21	25	14	19	16	5	187
Hit and Run	0	0	0	0	0	2	0	0	0	0	0	1	3
Total	119	87	66	69	76	88	84	98	80	107	113	77	1064
2018	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD
Fatal	0	0	0	0	0	0	0	0	0	0	0	0	0
Personal Injury	12	9	7	13	3	8	14	7	9	9	15	14	120
Property Damage	68	44	49	34	47	61	40	47	49	43	63	85	630
Private Property	13	11	13	10	16	22	15	20	8	14	12	6	160
Hit and Run	0	0	0	0	0	1	0	0	0	0	0	0	1
Total	93	64	69	57	66	92	69	74	66	66	90	105	911



TRAFFIC VIOLATION SUMMARY

January 1, 2019 through December 31, 2019													
2019	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
OWI	5	1	10	7	7	2	2	9	6	11	8	8	76
Speed	41	40	53	77	79	50	74	49	52	66	49	34	664
Commercial	8	0	1	0	2	1	0	4	2	3	0	0	21
Traffic Stops	509	384	474	455	454	404	429	405	397	411	292	346	4,960

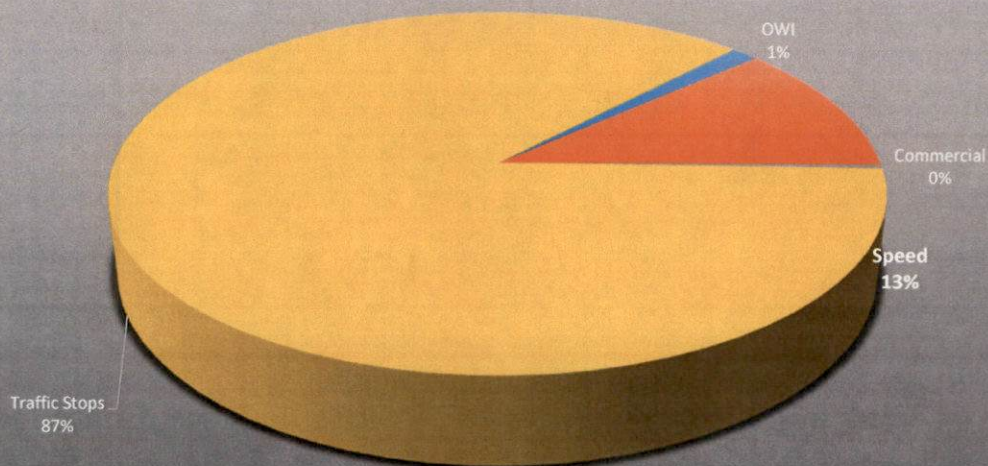
Number of Arrests													
2019	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
Felony	14	5	9	3	4	10	10	14	13	12	5	10	109
Misdemeanor	65	42	64	54	48	48	59	47	74	81	62	57	701
Citations	262	192	237	221	230	193	194	222	206	248	222	172	2,599
Total	341	239	310	278	282	251	263	283	293	341	289	239	3,409

January 1, 2018 through December 31, 2018													
2018	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
OWI	4	5	3	1	4	2	4	7	3	2	7	4	46
Speed	31	18	40	45	83	114	82	102	75	91	49	66	796
Commercial	3	1	0	0	5	5	14	0	6	1	3	5	43
Traffic Stops	430	276	432	392	521	578	529	622	550	474	482	467	5,753

Number of Arrests													
2018	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
Felony	9	8	7	5	7	11	10	12	5	7	11	12	104
Misdemeanor	57	53	64	44	54	54	62	73	70	38	51	47	667
Citations	230	139	236	192	248	317	241	283	277	213	233	258	2,867
Total	296	200	307	241	309	382	313	368	352	258	295	317	3,638

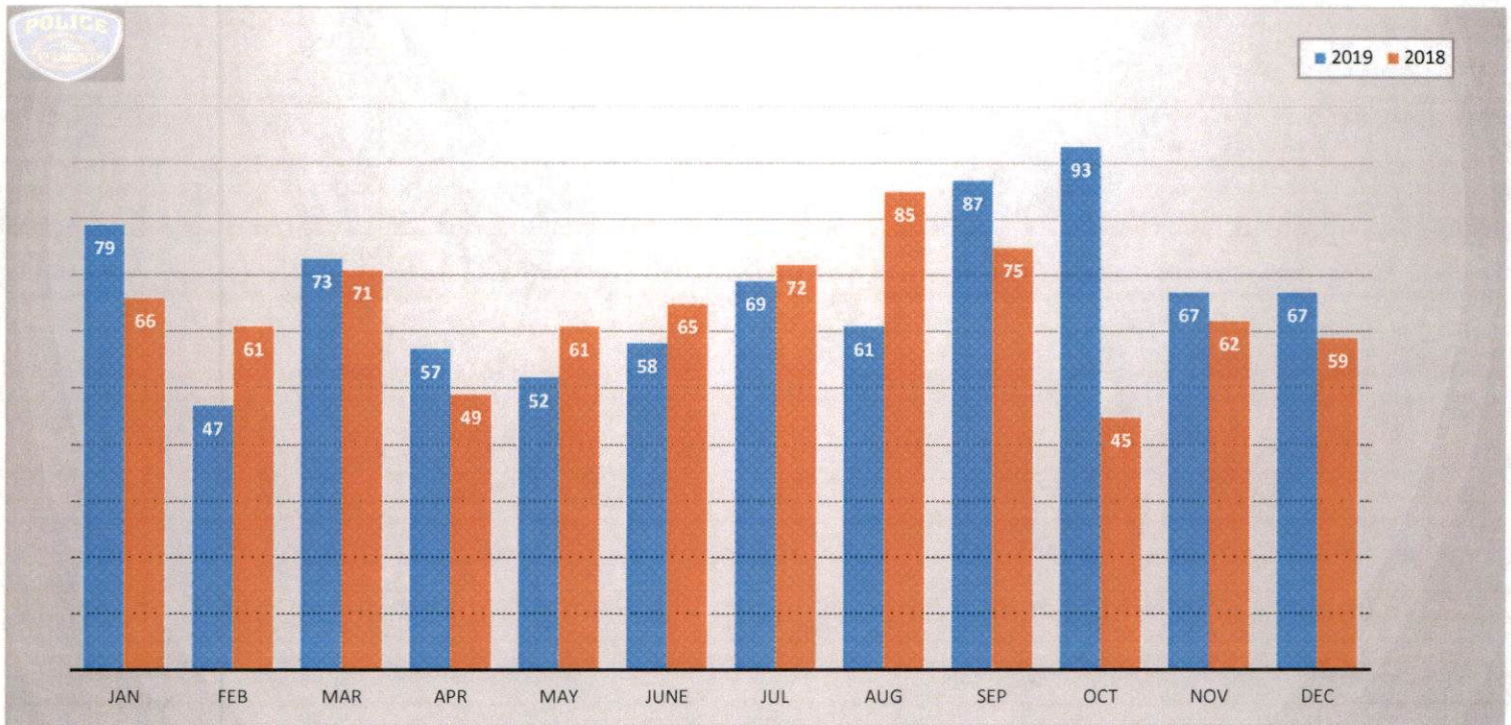


**Traffic Violations Issued by Type
Year to Date 2019**



NUMBER OF ARRESTS

Year	JAN	FEB	MAR	APR	MAY	JUNE	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTAL
2019	79	47	73	57	52	58	69	61	87	93	67	67	810
2018	66	61	71	49	61	65	72	85	75	45	62	59	771




MCKENNA

Memorandum

TO: Board of Trustees; and
Planning Commission;
Charter Township of Plymouth, Michigan

FROM: Laura E. Haw, AICP, NCI, Senior Principal Planner
Natalie Bond, Assistant Planner

SUBJECT: Planning and Zoning Services Monthly Report – December, 2019

DATE: January 3, 2020

PLANNING AND ZONING

McKenna provides day-to-day assistance to the Township, applicants, and public regarding zoning, planning and economic development matters, including on-site office hours every morning and on an as-needed basis. The following is McKenna's monthly report to the Township:

Zoning and Planning Activity

As part of our services to the Township, McKenna reviews Planning Commission applications and plans and provides recommendations on long range planning, land use, zoning and design. There are also a number of administrative site plans / projects that McKenna reviews and administers. The following is a summary of current and ongoing site plans, special land uses, rezonings, text amendments and land reconfigurations.

Planning and Zoning Activity	
PROJECT	CURRENT STATUS (updates for the month are shown in <u>underlined text</u>)
#2138 <i>Andover Forest CHO</i>	<u>Final Stamp in progress, revised site plan package submitted December 20, 2019.</u>
#2262 Plymouth Park & Eats 39411 Schoolcraft Rd.	Applicant granted extension for temporary Special Land Use permit to allow for seasonal operations until December 19, 2019. <u>Applicant submitted a revised site plan for Planning Commission consideration at the December 18th meeting; approved, with conditions. Final Stamp pending.</u>
#2271 <i>Quick Pass Car Wash</i>	Final Stamp pending, submission by applicant is required.
#2303 41100 Plymouth Rd. <i>Burroughs</i>	Administrative site plan (major) improvements for lighting, landscaping and pedestrian safety. Phase 1 (lighting, landscaping and sidewalk with parking lot improvements) approved. Revised plans for Phase 2 site work submitted; review conducted; awaiting revised final plans for Township review and all outside agency approvals.

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

○ 248.596.0920
F 248.596.0930
MCKA.COM

Communities for real life.



Planning and Zoning Activity

PROJECT	CURRENT STATUS (updates for the month are shown in <u>underlined text</u>)
#2306 41661 Plymouth Rd. <i>Hillside Residences</i>	On November 14, 2018 the Planning Commission granted tentative site plan for 88 residential units and a revised development plan was recommended to the Board of Trustees on January 16, 2019. Pending Township Attorney review, Wayne County permits, and engineering review and all outstanding items and conditions of approval must be addressed, prior to further consideration.
#2312 <i>Ponds at Andover</i>	Application for seven (7) single-family detached units on 11 acres submitted to the Township. A meeting with the applicant's team was held on October 18; <u>revisions to the site plan requested prior to tentative site plan (CHO) consideration by the Planning Commission, tentatively planned for the February 2020 Planning Commission meeting.</u>
#2313 <i>Ridge 5 Corporate Park</i>	Final site plan was approved at the June 19, 2019 Planning Commission meeting. <u>Final Stamp granted and payment in-lieu for sidewalks issued. File closed.</u>
#2314 15100 Fogg St.	Tentative site plan approval for new industrial building granted by the Planning Commission on December 12, 2018. A six-month site plan extension request was granted by the Planning Commission at the November 20, 2019 meeting.
#2317 <i>Powell Rd. CHO</i>	Cluster Housing Option (CHO) request for parcel #: R-78-046-99-0002-72. Public hearing held at the January 16, 2019 Planning Commission meeting; the Commission postponed the agenda item for up to 12 months.
#2320 <i>Innotech Business Park</i>	Final site plan approval, with conditions, granted by the Planning Commission for the Innotech Business Park on April 17, 2019 for infrastructure and utilities only. Applicant to submit for Final Stamp, pending all engineering permits and approvals.
#2325 40880 Ann Arbor Rd. <i>Burger King Remodel</i>	Tentative site plan approval, with conditions, granted by the Planning Commission at their March 20, 2019 meeting; applicant to submit for final site plan consideration at a future date.
#2332 <i>Boleski Funeral Home</i>	Applicant withdrawn from the April 17, 2019 Planning Commission agenda. Applicant to re-submit additional plans at a future date.
#2340 43939 Plymouth Oaks Blvd.	Pending final stamp review after engineering approval.
#2349 <i>General Drive Plymouth Storage</i>	<u>Planning Commission approved both tentative and final site plan approval for a climate controlled storage facility and associated covered RV parking, with conditions, at their December 18, 2019 meeting.</u>
#2350 <i>Henry Ford Health System</i>	<u>Henry Ford Health System Land Division approved; file closed.</u>
#2351 <i>MJ Kitchen & Bath</i>	<u>ARC wall sign to be considered by the Planning Commission at their January 15, 2020 meeting.</u>
#2352 <i>Suburban Cadillac Remodel</i>	<u>Site plan for building façade renovations to be considered by the Planning Commission at their January 15, 2020 meeting.</u>
#2353 <i>Atlas Tube</i>	<u>Administrative site plan for two building additions and landscape improvements, review in progress.</u>



FINANCIAL ACTIVITY

The following table details payments received by applicants as determined by the adopted Fee Schedule:

Planning and Zoning Fees Received	Current	2019 YTD
Applications <i>(December only)</i>	\$7,850.00	\$87,882.80
#2269: Site Plan Review, Revised	\$1,250.00	-
#2351: ARC Sign Review, #1	\$400.00	-
#2352: Site Plan Review, #1	\$3,700.00	-
#2353: Administrative Site Plan Review (major), #1	\$2,500.00	-

RECOMMENDATIONS AND NEXT MONTH OUTLOOK

- Annual Planning Report for the 2019 year and 2020 Work Plan will be considered by the Planning Commission at their January 15, 2020 meeting. The document will then be presented to the Board of Trustees in February of 2020.
- Township initiated rezoning of the Shearer Cemetery to the Public Lands district; a public hearing to be considered at a future Planning Commission meeting. Text amendment consideration for municipal cemeteries to be designated as a permitted land use in the Public Land zoning district.
- Review of parking standards, Article 24 of the Zoning Ordinance, is currently in process.

If you have any questions on the above planning, zoning and design projects or would like additional information, please contact Laura Haw at Lhaw@mcka.com. Thank you.

FOIA Monthly Report

Run Date: 01/01/2020 8:02 AM

Create Date	Company Name	Customer Full Name	Type of Information Requested	Amount of Payment
12/4/2019	Applied Environmental	Mr. Michael Schroeder	Fire Report	
12/16/2019	NorthPoint Capital	AVP Marissa Bergman	Building Planning	
12/18/2019	Partner Engineering and Science, Inc.	Steve Cooper	Building Environmental Fire Report Zoning	
12/19/2019	Tomlinson Valuatio & Consulting, LLC	Daniel Tomlinson	Assessing Records Planning Public Services-Works Zoning	

Total Requests: 4

Total Dollars: 0

PD FOIA Monthly Report

Run Date: 01/01/2020 8:02 AM

Create Date	Company Name	Customer Full Name	Type of Information Requested	Amount of Payment
12/3/2019		Kyle Fetner	Police Records	0.00
12/5/2019	Argent International	Shirley Atcho	Police Records	0.00
12/4/2019		Katy Rogowicz	Police Records	1.50
12/5/2019	Cannabis Counsel	Julia Gilbert	Police Records	0.00
12/9/2019		Vinson Mendes	Police Records	0.00
12/9/2019		Eric Bausley	Police Records	0.00
12/10/2019		Gary Vaughn	Police Records	0.00
12/11/2019	Kecskes, Gadd & Parker	Keith Kecskes	Police Records	0.00
12/11/2019	Metropolitan Reporting Bureau	Metropolitan Reporting Bureau	Police Records	0.00
12/11/2019		Joan Witte	Police Records	0.00
12/10/2019		Alana Saetre	Police Records	1.70
12/12/2019	Associated Newspapers of MI	Don Howard	Police Records	
12/12/2019		Eric Bausley	Police Records	0.00
12/9/2019		Sharon Kay	Police Records	1.70
12/12/2019		Barbara Squires	Police Records	0.00
12/13/2019		Mark Paonessa	Police Records	0.00
12/13/2019		Kristen West	Police Records	0.00
12/13/2019	LexisNexis	LexisNexis	Police Records	0.00
12/16/2019		Mr. Paul Garon	Police Records	
12/13/2019		Jacqueline Duenas	Police Records	3.25
12/17/2019		Jacqueline Duenas	Police Records	0.00
12/17/2019		Jacqueline Duenas	Police Records	0.00
12/12/2019		Tina Callarino	Police Records	1.30
12/18/2019	Metropolitan Reporting Bureau	Metropolitan Reporting Bureau	Police Records	0.00
12/18/2019	LexisNexis	LexisNexis	Police Records	0.00
12/18/2019	LexisNexis	LexisNexis	Police Records	0.00
12/19/2019		Corina Holowecky	Police Records	0.00
12/16/2019		Bryan Grzesiek	Police Records	5.00
12/23/2019		Thomas Riley	Police Records	0.00
12/27/2019		Alima Patterson	Police Records	0.00
12/30/2019	Metropolitan Reporting Bureau	Metropolitan Reporting Bureau	Police Records	0.00
12/30/2019	Metropolitan Reporting Bureau	Metropolitan Reporting Bureau	Police Records	0.00
Total Requests: 32				Total Dollars: 14.45

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 28, 2020**

CONSENT AGENDA

**ITEM D.3
APPROVAL OF TOWNSHIP BILLS**

BOARD DATE

1/28/2020

FUND NAME	FUND NUMBER	TOTAL INC PAYROLL	PAYROLL & INVOICES PAID PRIOR TO MEETING	INVOICES PAID AFTER BOARD REVIEW
GENERAL FUND	101	555,519.87	445,222.80	110,297.07
SWD	226	116,949.46	3,572.12	113,377.34
IMPROV. REV.	246	-	-	
DRUG FORFEITURE	265	-	-	
DRUG FORFEITURE	266	-	-	
DRUG FORFEITURE	267	-	-	
GOLF COURSE FUND	510	-	-	
SENIOR TRANSPORATION	588	4,233.31	4,215.84	17.47
WATER & SEWER	592	553,417.06	291,183.73	262,233.33
TRUST& AGENCY	701	58,949.50	58,949.50	
POLICE BOND FUND	702	300.00	300.00	
TAX POOL	703	65,106.71	65,106.71	
SPECIAL ASSESS CAPITAL	805	18,600.25	-	18,600.25
	TOTAL	1,373,076.16	868,550.70	504,525.46
GRAND TOTAL		1,373,076.16		

Charter Township of Plymouth

AP Invoice Listing - Board Report

VENDOR INFORMATION

INVOICE INFORMATION

Advanced Satellite Communications

Sta#1 Alarm Monitoring Jan-Mar 2020

101-336-818.000

CONTRACTUAL SERVICES - Sta# 1 Alarm Moni

Invoice Amount:

\$105.00

Check Date:

01/28/2020

105.00

B & R JANITORIAL SUPPLY

Janitorial supplies

101-336-776.000

FEBREEZE HD CRISP CLEAN AERO PGC96257

101-336-776.000

HUSKY 320 NON ACID BOWL CLNR CAN320Q

101-336-776.000

BOWL MOP 160

101-336-776.000

33G 3339 1.5 MIL BLACK R-39XH 21004200

101-336-776.000

55G 3858 1.5 MIL BLACK R-60XH 2100450

101-336-776.000

EZ DAMP MOP

ACP242G

Invoice Amount:

\$224.92

Check Date:

01/28/2020

40.83

102.48

16.60

19.47

34.62

10.92

B & R JANITORIAL SUPPLY

Janitorial supplies

101-336-776.000

ARO-SAN HAND SANITIZER 800ML ACP351

Invoice Amount:

\$83.12

Check Date:

01/28/2020

83.12

BATTERIES PLUS BULBS

BATTERIES

101-336-836.000

BATTERY DRC50178 /R1S11671

Invoice Amount:

\$69.95

Check Date:

01/28/2020

69.95

BATTERY SOLUTIONS, LLC.

Battery Recycle

226-226-810.600

IRECYCLE - FILLED PAIL #A483044_01/10/20

Invoice Amount:

\$109.95

Check Date:

01/28/2020

109.95

Bill & Rods Appliances & Mattresses

Washer and Dryer - STATION #2

101-336-776.000

CLASSIC 5000 WASHER

101-336-776.000

CLASSIC 5000 ELECTRIC DRYER

101-336-776.000

DROP OFF IN BOX

Invoice Amount:

\$2,063.00

Check Date:

01/28/2020

1,029.00

994.00

40.00

BLUE CARD

Blue Card renewal for 1 year, includes bundle disc

101-336-960.000

Blue card renewals

Invoice Amount:

\$1,400.00

Check Date:

01/28/2020

1,400.00

CDW GOVERNMENT INC

QUOTE FOR PRINTER LDFV313

101-371-978.000

CDW# 5545420 PRINTER

Invoice Amount:

\$478.08

Check Date:

01/28/2020

478.08

CDW GOVERNMENT INC

QUOTE FOR PRINTER LDFV313

101-371-978.000

CDW# 5547704 TONER CARTREDGE

Invoice Amount:

\$204.52

Check Date:

01/28/2020

204.52

CDW GOVERNMENT INC

NEW EMPLOYEE WORK SCANNER LDFL250

101-371-978.000

FUJITSU iX1500 QUOTE LDFL250

Invoice Amount:

\$456.59

Check Date:

01/28/2020

456.59

Corporate Benefit Solutions, LLC

JANUARY 2020 MONTHLY PREMIUM FOR BENEXP

101-171-818.000

JANUARY 2020 BENEXPRESS ENROLLMENT

101-171-818.000

JANUARY 2020 UNUM BENX CREDIT

Invoice Amount:

\$288.59

Check Date:

01/28/2020

400.00

(111.41)

HALT FIRE INC

E3 PRIMER CABLE

101-336-863.000

E3 PRIMER CABLE

Invoice Amount:

\$506.29

Check Date:

01/28/2020

506.29

Charter Township of Plymouth

AP Invoice Listing - Board Report

VENDOR INFORMATION**INVOICE INFORMATION**

HALT FIRE INC			Invoice Amount:	\$453.50
R3 ELECTRICAL WORK			Check Date:	01/28/2020
	101-336-863.000	R3 ELECTRICAL WORK		453.50
Micheal Hinkle			Invoice Amount:	\$500.00
CLOTHING REIMBURSEMENT FOR 2020 - DETEC			Check Date:	01/28/2020
	101-305-758.000	Union Contract Clothing Allowance		500.00
RICOH USA, INC.			Invoice Amount:	\$376.08
Ricoh Service Agreement 1st Q 2020			Check Date:	01/28/2020
	592-172-818.000	Ricoh 01/01/2020 to 03/31/2020		289.89
	101-253-818.000	Ricoh 01/01/2020 to 03/31/2020		86.19
KONICA MINOLTA BUSINESS SOLUTIONS			Invoice Amount:	\$213.25
Maintenance #263335529 12/31/19			Check Date:	01/28/2020
	101-171-727.000	C454e Copier Maintenance		44.78
	101-201-851.000	Maint.		8.53
	101-371-851.500	Maint.		10.66
	226-226-727.000	Maint.		10.66
	592-172-818.000	Maint		138.62
LIVONIA, CITY OF			Invoice Amount:	\$7,000.00
INV. 2020-00000008 2020 SPECIAL OPERATIONS			Check Date:	01/28/2020
	101-305-818.000	SPECIAL OPERATIONS TEAM 2020		7,000.00
MICHIGAN, STATE OF			Invoice Amount:	\$1,750.00
ACTIVATION OF 7 RADIOS 12/27/19-1/2/20			Check Date:	01/28/2020
	101-325-818.000	(7) RADIO ACTIVATIONS 1/2/2020		1,750.00
MICHIGAN LINEN SERVICE			Invoice Amount:	\$84.35
Uniforms 01/03/20 #420339			Check Date:	01/28/2020
	592-172-758.000	01/03/2020		84.35
MICHIGAN LINEN SERVICE			Invoice Amount:	\$84.35
UNIFORMS 01/10/2020 #420758			Check Date:	01/28/2020
	592-172-758.000	01/10/2020		84.35
MICHIGAN LINEN SERVICE			Invoice Amount:	\$84.35
UNIFORMS 1/17/2020 #421198			Check Date:	01/28/2020
	592-172-758.000	01/17/2020		84.35
NATIONAL FIRE PROTECTION ASSOCIATIO			Invoice Amount:	\$1,495.00
SUBSCRIPTION RENEWAL ON LINE			Check Date:	01/28/2020
	101-336-729.000	SUBSCRIPTION RENEWAL		1,495.00
NORTH BREATHING AIR, LLC			Invoice Amount:	\$614.88
SEMI ANN COMP SERVICE SCBA			Check Date:	01/28/2020
	101-336-851.000	SEMI ANNUAL COMP SERVICE		614.88
OFFICE DEPOT			Invoice Amount:	\$118.28
Paper, binders, chair mat, index dividers, desk cal			Check Date:	01/28/2020
	101-215-727.000	Textured Flr Mat		88.29
	101-215-727.000	Furniture delivery fee		29.99
OFFICE DEPOT			Invoice Amount:	\$281.82
Office Supplies			Check Date:	01/28/2020
	101-253-727.000	Regular size Paper Clips		1.81

Charter Township of Plymouth

AP Invoice Listing - Board Report

VENDOR INFORMATION**INVOICE INFORMATION**

	101-253-727.000	Jumbo Size Paper Clips	4.71
	101-253-727.000	Dab & Seal Envelope	3.90
	101-253-727.000	Monthly Tab Dividers	23.30
	101-253-727.000	Clear Tab Dividers	4.90
	101-253-727.000	POS Thermal paper	158.59
	101-253-727.000	Adding Machine paper	26.98
	101-253-727.000	Chisel Black Markers	8.03
	101-253-727.000	Fine Black Markers	3.73
	101-253-727.000	Staples	15.97
	101-253-727.000	Espon Validator Ribbons	29.90
<hr/>			
OFFICE DEPOT		Invoice Amount:	\$614.14
Paper, binders, chair mat, index dividers, desk cal		Check Date:	01/28/2020
	101-215-727.000	8.5 x 11" copy paper	566.86
	101-215-727.000	Monthly binder dividers	25.92
	101-215-727.000	Scissors	9.17
	101-215-727.000	Desk Calendar	12.19
<hr/>			
OFFICE DEPOT		Invoice Amount:	\$38.89
Paper, binders, chair mat, index dividers, desk cal		Check Date:	01/28/2020
	101-215-727.000	4" green binders	38.89
<hr/>			
PLYMOUTH RUBBER & TRANSMISSION		Invoice Amount:	\$77.18
FIRE HYDRANTS AND POWER WASHERS 1/7/202		Check Date:	01/28/2020
	592-291-934.000	CAMLOCK 2" FC X HOSE BARB (FIRE HYD)	30.80
	592-291-934.000	MILL HOSE 2 X 100 (FIRE HYD)	37.20
	592-291-934.000	FITTING QD 3/8 MNPT X 3/8 ST COUPLING	6.85
	592-291-934.000	BRASS FITTING QD 3/8 FNPT X 3/8 ST PLUG	2.33
<hr/>			
Ray's Painting		Invoice Amount:	\$400.00
PAINTING IN ACCOUNTING OFFICE		Check Date:	01/28/2020
	101-265-776.000	OFFICE PAINTING CLERK	400.00
<hr/>			
R.D.REOME COMPANY		Invoice Amount:	\$450.00
Inv. # 11183 Maintenance Agreement Renewal 1		Check Date:	01/28/2020
	101-171-727.000	1 year maintenance agreement renewal	450.00
<hr/>			
SEMCOG		Invoice Amount:	\$3,390.00
2020 MEMBERSHIP DUES		Check Date:	01/28/2020
	101-290-958.000	2020 MEMBERSHIP DUES	3,390.00
<hr/>			
SMITH, CHRISTOPHER		Invoice Amount:	\$25.00
REIMBURSEMENT FOR PARAMEDIC LICENSE REN		Check Date:	01/28/2020
	101-336-960.000	REIMBURSEMENT TO UPDATE PARAMEDIC LIC	25.00
<hr/>			
SUPERIOR MEDICAL WASTE		Invoice Amount:	\$240.00
MEDICAL WASTE PICK UP		Check Date:	01/28/2020
	101-336-836.000	MEDICAL WASTE PICKUPS	240.00
<hr/>			
WESTERN TWNSPS UTILITIES AUTHORITY		Invoice Amount:	\$220,556.00
WTUA - ASSET MGMT & CAP. IMPROVEMENT PLA		Check Date:	01/28/2020
	592-100-185.000	2020 CIP	220,556.00
<hr/>			
ZEP MANUFACTURING CO		Invoice Amount:	\$369.99
CLEANING PRODUCTS		Check Date:	01/28/2020
	101-336-776.000	(3) FLASH,(1) SUPER CLEANER INCL FREIGH	369.99

**Charter Township of Plymouth
AP Invoice Listing - Board Report**

VENDOR INFORMATION**INVOICE INFORMATION****KELLY BROTHERS**

REFUND OF GAS PERMIT

*101-371-965.000**REFUND PM19-0596***Invoice Amount:****\$20.00****Check Date:****01/28/2020***20.00***Total Amount to be Disbursed:****\$245,227.07**

Charter Township of Plymouth

AP Invoice Listing - Board Report

VENDOR INFORMATION**INVOICE INFORMATION**

ALLIE BROTHERS UNIFORMS		Invoice Amount:	\$142.18
uniforms - Bukis		Check Date:	01/27/2020
101-336-758.000	hat band		10.00
101-336-758.000	Shirt		57.19
101-336-758.000	Pants		74.99
ALLIE BROTHERS UNIFORMS		Invoice Amount:	\$2,161.79
INV. 78299 12/23/19 NEW HIRE UNIFORM EQUIP		Check Date:	01/27/2020
101-305-758.000	UNIFORM NAME TAG/PLATE/BADGE		14.99
101-305-758.000	UNIFORM CUFF CASE - CHAIN		35.99
101-305-758.000	UNIFORM CUFF STRAP		13.00
101-305-758.000	UNIFORM HAND CUFFS - HINE		53.99
101-305-758.000	UNIFORM GARRISON BELT		35.00
101-305-758.000	UNIFORM GARRISON HAT		54.99
101-305-758.000	UNIFORM DUTY BELT		74.99
101-305-758.000	UNIFORM KEEPERS		11.96
101-305-758.000	UNIFORM TIE		6.00
101-305-758.000	UNIFORM TIE BAR		11.99
101-305-758.000	UNIFORM VEST LEVEL 2 WITH CARRIER		750.00
101-305-758.000	UNIFORM MOCK TURTLENECK		108.00
101-305-758.000	UNIFORM DICKIE		16.99
101-305-758.000	UNIFORM GLOVES		34.99
101-305-758.000	UNIFORM PANTS		194.97
101-305-758.000	UNIFORM SIDE/SAP POCKET (ON BOTH SIDES)		90.00
101-305-758.000	UNIFORM S/S SHIRT		143.97
101-305-758.000	UNIFORM L/S SHIRT		149.97
101-305-758.000	UNIFORM BOOTS		360.00
ALLIE BROTHERS UNIFORMS		Invoice Amount:	\$48.00
INV. 78407 12/31/19 UNIFORM EQUIP/MELANIE		Check Date:	01/27/2020
101-325-758.000	UNIFORM PINS		48.00
APOLLO FIRE EQUIPMENT		Invoice Amount:	\$4,787.00
batteries and shore power		Check Date:	01/27/2020
101-336-978.000	V18-BD-12-AC-SP BATTERIES AND CHARGES S		4,787.00
APOLLO FIRE EQUIPMENT		Invoice Amount:	\$422.38
Quic-Swing SCBA Holder		Check Date:	01/27/2020
101-336-978.000	Quic-Swing SCBA Holder		422.38
BATTERY SOLUTIONS, LLC.		Invoice Amount:	\$109.95
Battery Recycle		Check Date:	01/27/2020
226-226-810.000	iRecycle - Filled Pail #A475747_12/17/19		109.95
Bidigare Contractors, Inc.		Invoice Amount:	\$23,947.47
WATER MAIN BREAK REPAIR FOR 225 SHELDON		Check Date:	01/27/2020
592-291-932.000	WATER MAIN BREAK REPAIR ON 11/21/19		23,947.47
BLACKWELL FORD INC.		Invoice Amount:	\$238.49
INV. 358982 12/27/19 - VEHICLE REPAIR/106808		Check Date:	01/27/2020
101-305-863.000	TESTED EVAP SYSTEM		238.49
BLACKWELL FORD INC.		Invoice Amount:	\$350.98
INV. 359066 12/30/19 - VEHICLE REPAIR/106809		Check Date:	01/27/2020
101-305-863.000	REPLACED CANISTER AND RETEST PASS		350.98

Charter Township of Plymouth

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VENDOR INFORMATION**INVOICE INFORMATION**

CDW GOVERNMENT INC O365 Mail Migration Implementation 101-201-978.000	Invoice Amount: \$3,351.00 Check Date: 01/27/2020 3,351.00
CDW GOVERNMENT INC GFI Additional Licenses - Quote LCHJ571 101-290-941.000	Invoice Amount: \$274.70 Check Date: 01/27/2020 274.70
CDW GOVERNMENT INC Label Tapes - Quote LCGX551 101-201-727.000	Invoice Amount: \$84.56 Check Date: 01/27/2020 84.56
COMSOURCE, INC. INV. 11879 12/23/19 EQUIPMENT REQUIRED BY 101-305-758.000 101-305-758.000	Invoice Amount: \$88.00 Check Date: 01/27/2020 70.00 18.00
COMSOURCE, INC. rep desk sets sta#3 101-336-851.000	Invoice Amount: \$303.75 Check Date: 01/27/2020 303.75
CORPORATE CLEANING GROUP INC MONTHLY CLEANING 592-172-776.000 101-265-858.000	Invoice Amount: \$405.00 Check Date: 01/27/2020 345.00 60.00
CORPORATE CLEANING GROUP INC MONTHLY CLEANING 101-305-776.000 101-336-776.000 592-172-776.000 101-265-776.000 101-325-818.000	Invoice Amount: \$3,236.14 Check Date: 01/27/2020 1,231.00 112.00 252.00 1,203.64 437.50
CORRIGAN OIL COMPANY #6960372 & #6959440 12/30/19 592-291-863.000	Invoice Amount: \$1,367.27 Check Date: 01/27/2020 1,367.27
CORRIGAN OIL COMPANY #6960372 & #6959440 12/30/19 592-291-863.000	Invoice Amount: \$486.99 Check Date: 01/27/2020 486.99
CRAWFORD DOOR SALES Repair door @ Sta#1 101-336-776.000	Invoice Amount: \$1,443.00 Check Date: 01/27/2020 1,443.00
DANULOFF, LYLE D., PHD. Psych Eval A. Pancoast new FF 101-336-835.000	Invoice Amount: \$600.00 Check Date: 01/27/2020 600.00
DELWOOD SUPPLY CO. Parks - Invoice # 1912-005937 -- Order # 10996 101-691-978.000 101-691-978.000	Invoice Amount: \$67.68 Check Date: 01/27/2020 9.84 57.84
DELWOOD SUPPLY CO. PARKS - INVOICE # 1912-005802- MEN'S RESTR	Invoice Amount: \$91.65 Check Date: 01/27/2020

Charter Township of Plymouth

AP Invoice Listing - Board Report

VENDOR INFORMATION

INVOICE INFORMATION

	101-691-978.000	PARKS RR - VALVE	91.65
MICH MUN RISK MGT AUTHORITY ECP		Invoice Amount:	\$12,895.25
ELECTRIC CHOICE - DECEMBER 2019		Check Date:	01/27/2020
	101-336-921.000	Electric Choice	2,093.42
	592-172-921.000	Electric Choice	574.97
	101-171-921.000	Electric Choice	655.51
	101-201-921.000	Electric Choice	350.75
	101-209-921.000	Electric Choice	187.64
	101-215-921.000	Electric Choice	569.66
	101-253-921.000	Electric Choice	237.92
	101-305-921.000	Electric Choice	1,882.52
	101-325-921.000	Electric Choice	391.83
	101-325-921.400	Electric Choice	391.83
	101-336-921.000	Electric Choice	277.17
	101-371-921.000	Electric Choice	412.68
	101-371-921.500	Electric Choice	231.18
	592-172-921.000	Electric Choice	543.29
	592-172-921.000	Electric Choice	1,758.27
	101-336-921.000	Electric Choice	996.24
	101-691-921.000	Electric Choice	325.90
	101-265-921.000	Electric Choice	273.61
	588-588-921.000	Electric Choice	17.47
	101-100-067.010	Electric Choice	723.39
Dooley, Deborah R.		Invoice Amount:	\$165.88
MILEAGE REIMBURSEMENT FOR TRAINING		Check Date:	01/27/2020
	101-262-960.000	MILEAGE REIMB	165.88
EctoHR, Inc.		Invoice Amount:	\$6,996.00
EctoHR - December 2019 Services - Invoice # 10		Check Date:	01/27/2020
	101-171-818.200	12-19 services	6,996.00
FELLRATH, PATRICK		Invoice Amount:	\$100.34
Mileage Reimbursement Dec 2019		Check Date:	01/27/2020
	592-291-863.000	Mileage Reimbursement Dec 2019	100.34
First Due Fire Supply		Invoice Amount:	\$86.36
Gloves for FF Inman		Check Date:	01/27/2020
	101-336-758.100	Gloves for FF. Inman incl fr	86.36
GHD, Inc.		Invoice Amount:	\$1,082.50
Condition Assessment 95 assets		Check Date:	01/27/2020
	592-291-938.000	Condition Assessment 95 assets	1,082.50
GFL Environmental USA, Inc.		Invoice Amount:	\$225.00
DPW RECYCLE CENTER		Check Date:	01/27/2020
	226-226-810.500	12/18/19 - CARDBOARD/PAPER	225.00
GFL Environmental USA, Inc.		Invoice Amount:	\$450.00
DPW RECYCLE CENTER		Check Date:	01/27/2020
	226-226-810.500	12/03/19 - CARDBOARD/PAPER	225.00
	226-226-810.500	12/03/19 - PLASTICS/TIN	225.00
GFL Environmental USA, Inc.		Invoice Amount:	\$103,229.28
DEC 2019 - RESIDENTIAL COLLECTION FEE		Check Date:	01/27/2020
	226-226-810.000	DEC 2019 TRASH	66,712.80
	226-226-810.000	DEC 2019 RECYCLING	18,609.36

Charter Township of Plymouth

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VENDOR INFORMATION**INVOICE INFORMATION**

	226-226-810.000	DEC 2019 YARD WASTE	17,907.12
GFL Environmental USA, Inc.		Invoice Amount:	\$9,242.50
DEC 2019 RESIDENTAL YARD WASTE DISPOSAL		Check Date:	01/27/2020
226-226-810.000	369.70 TONS @ 25.00/TON - DEC 2019		9,242.50
HALT FIRE INC		Invoice Amount:	\$624.00
E3 pump not shifting into gear		Check Date:	01/27/2020
101-336-863.000	E2 pump not shifting into gear		624.00
Hallahan & Associates, PC		Invoice Amount:	\$592.96
INVOICE # 16909 ASSESSING LEGAL SERVICES		Check Date:	01/27/2020
101-209-826.000	INV. # 16909 - ASSESS. LEGAL		592.96
HASTINGS AIR-ENERGY CONTROL		Invoice Amount:	\$341.25
STA#2 REPAIR AIR UNIT		Check Date:	01/27/2020
101-336-776.000	STA#2 REPAIR AIR UNIT		341.25
HASTINGS AIR-ENERGY CONTROL		Invoice Amount:	\$1,195.81
plymovent boot Sta#3		Check Date:	01/27/2020
101-336-851.000	Repair Grabber Assem for Air Unit Sta# 1		1,195.81
HORTON PLUMBING		Invoice Amount:	\$105.00
INV. 178973 12/16/19 CLEANED PLUNGER IN AC		Check Date:	01/27/2020
101-325-851.400	Commercial Labor		105.00
HYDRO CORP		Invoice Amount:	\$1,779.00
Cross Connection Control program December 201		Check Date:	01/27/2020
592-291-804.000	Cross Connection Control program Dec19		1,779.00
Johnston Lewis Associates, Inc.		Invoice Amount:	\$2,630.15
Storage Tank Liability Policy		Check Date:	01/27/2020
592-291-863.000	Storage Tank Liability Policy		2,630.15
KNIGHT TECHNOLOGY GROUP, INC.		Invoice Amount:	\$300.00
TECH SUPPORT - BUILD 2 SERVERS - INV # 1377		Check Date:	01/27/2020
101-290-941.000	BUILD SERVERS DOMAIN CONTROLLERS		300.00
KNIGHT TECHNOLOGY GROUP, INC.		Invoice Amount:	\$900.00
TECH SUPPORT - RESOLVE VCENTER/BACKUP IS		Check Date:	01/27/2020
101-290-941.000	FIX VCENTER/BACKUP ISSUE		900.00
KONICA MINOLTA BUSINESS SOLUTIONS		Invoice Amount:	\$171.49
COPY CHARGES -DECEMBER 2019		Check Date:	01/27/2020
101-371-727.000	Color Copies - Bldg		68.51
101-371-727.000	B&W Copies - Bldg		7.92
101-215-727.000	Color Copies - Clerk		92.85
101-215-727.000	B&W Copies - Clerk		2.21
LAIRD GLASS & UPHOLSTERY, INC.		Invoice Amount:	\$277.00
INV. 9604 9/9/19 REPLACE WINDSHIELD - 2018		Check Date:	01/27/2020
101-305-863.000	Replace Windshield		277.00
LAIRD GLASS & UPHOLSTERY, INC.		Invoice Amount:	\$288.00
INV. 9675 10/7/19 REPLACE WINDSHIELD - 2019		Check Date:	01/27/2020
101-305-863.000	Replace Windshield		288.00

Charter Township of Plymouth

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VENDOR INFORMATION**INVOICE INFORMATION****LAIRD GLASS & UPHOLSTERY, INC.**

E1 Windshield Repair

101-336-863.000

E1 windshield repair

Invoice Amount:**\$35.00****Check Date:****01/27/2020**

35.00

LARSON, OSCAR W. CO.

DIESEL PUMP REPAIR ON 12/09/19 #717870

592-291-863.000

labor

592-291-863.000

MATERIAL

592-291-863.000

HS&E

Invoice Amount:**\$2,356.97****Check Date:****01/27/2020**

2,327.50

19.47

10.00

LIVONIA, CITY OF

INV. 2020-00000023 1/14/2020 AFIS SERVICES (

101-305-818.000

Fingerprint Computer Identification

Invoice Amount:**\$160.00****Check Date:****01/27/2020**

160.00

AutoZone

INV. 4382400268 12/29/19 VEHICLE SUPPLIES

101-305-863.000

HALOGEN FOG BULB

101-305-851.000

22 DL AERO

101-305-851.000

26 DL AERO

Invoice Amount:**\$41.47****Check Date:****01/27/2020**

6.49

16.99

17.99

M H R BILLING SERVICES

monthly billing fee

101-336-959.000

Monthly Billing fees

Invoice Amount:**\$360.00****Check Date:****01/27/2020**

360.00

MAIN STREET AUTO WASH

NOVEMBER AND DECEMBER (THROUGH 12/20/1

101-305-863.000

Police Vehicles

101-371-863.000

Building Vehicles

Invoice Amount:**\$425.00****Check Date:****01/27/2020**

385.00

40.00

MCKENNA ASSOCIATES INC

Professional Services -December 2019 - 90047-3

101-371-818.500

Prep & Attend Mtgs (detail attach)

101-371-818.500

2348-Plymouth Marketplace Admin. Rev. #2

101-371-818.500

2353- Atlas Tub Expansion

101-371-818.500

2269 - Plymouth Park and Eats Site Plan

101-371-818.500

2352 - Suburban Cadillac - Rev. #1

101-371-818.500

2350 - HFHS - Land Devision Rev. #1

101-371-818.500

2349-Plymouth Storage - Site Plan #1

101-371-818.500

2350-ARC Sign Review #1

101-371-818.500

Senior Principal Planner - Plan Com Rep`

101-371-818.500

Dir. of Landscape Arch. (detail attach)

Invoice Amount:**\$6,303.60****Check Date:****01/27/2020**

1,237.50

606.10

650.00

350.00

970.00

470.00

930.00

200.00

330.00

560.00

MCKENNA ASSOCIATES INC

Professional Services - December 2019 - Invoice

101-371-818.500

7.70 - 1/2 day on-site services (70%)

101-371-818.500

4.20 - Full days (70%)

Invoice Amount:**\$6,013.00****Check Date:****01/27/2020**

2,926.00

3,087.00

MCNAUGHTON - MCKAY ELECTRIC

RE: Scada Annual

592-172-973.010

9800 ECHMICO

592-172-973.010

9800ECINFAUT

Invoice Amount:**\$3,197.35****Check Date:****01/27/2020**

2,636.40

560.95

MICHIGAN, STATE OF

QUALITY ASSUR ASSESS. 10/1/2019-12/31/2019

101-336-863.000

QUALITY ASSESMENT OF AMBULANCES OCT-D

Invoice Amount:**\$224.45****Check Date:****01/27/2020**

224.45

Charter Township of Plymouth

AP Invoice Listing - Board Report

VENDOR INFORMATION**INVOICE INFORMATION**

MICHIGAN LINEN SERVICE			Invoice Amount:	\$84.35
Uniforms 12/27/19 #419944			Check Date:	01/27/2020
	592-172-758.000	12/27/19		84.35
MICHIGAN LINEN SERVICE			Invoice Amount:	\$84.35
Uniforms 12/20/19 #419574			Check Date:	01/27/2020
	592-172-758.000	12/20/19		84.35
GIARMARCO, MULLINS & HORTON, PC.			Invoice Amount:	\$1,751.10
Labor Atty. Services (John C. Clark) - December 2			Check Date:	01/27/2020
	101-290-828.000	Labor Atty Services (John Clark) #17		1,751.10
New Start Fire Truck Repair			Invoice Amount:	\$350.00
Sta#2 rep gas leak 12/23/19			Check Date:	01/27/2020
	101-336-776.000	Sta#2 gas leak repair		350.00
New Start Fire Truck Repair			Invoice Amount:	\$2,670.00
Sta#2 generator repair & maint			Check Date:	01/27/2020
	101-336-851.000	Sta#2 generator repair and maint		2,670.00
New Start Fire Truck Repair			Invoice Amount:	\$125.00
Sta#2 generator repair			Check Date:	01/27/2020
	101-336-851.000	Sta#2 generator repair		125.00
NORTHVILLE, CHARTER TOWNSHIP OF			Invoice Amount:	\$125.00
Dec. 2019 Five Mile Road Corridor Project			Check Date:	01/27/2020
	101-371-818.500	Dec. 2019 5 Mile Corridor Project		125.00
OFFICE DEPOT			Invoice Amount:	\$29.99
office supplies			Check Date:	01/27/2020
	101-336-727.000	PNY USB 2.0 Flash Drives, 16GB, Assorted		29.99
OFFICE DEPOT			Invoice Amount:	\$27.15
office supplies			Check Date:	01/27/2020
	101-336-727.000	Smead® Pressboard Classification Folders		19.61
	101-336-727.000	Brand Durable D-Ring View Binder, 1" Rin		3.33
	101-336-727.000	Brand Heavy-Duty D-Ring View Binder, 1"		4.21
OFFICE DEPOT			Invoice Amount:	\$7.99
Office Supplies			Check Date:	01/27/2020
	592-172-727.000	Wall Calendar 2020		7.99
ORCHARD, HILTZ, & MCCLIMENT, INC.			Invoice Amount:	\$5,750.00
PLYMOUTH MEADOWS SAD PRE ENG.			Check Date:	01/27/2020
	805-805-970.400	Plymouth Meadows SAD Preliminary		5,750.00
ORCHARD, HILTZ, & MCCLIMENT, INC.			Invoice Amount:	\$7,400.00
COLONY FARMS SAD PRELIM ENG.			Check Date:	01/27/2020
	805-805-970.390	Colony Farms SAD		7,400.00
ORCHARD, HILTZ, & MCCLIMENT, INC.			Invoice Amount:	\$4,368.25
Litchfield Dr Subdivision SAD Design & Bidding			Check Date:	01/27/2020
	805-805-970.310	LITCHFIELD DR SUBDIVISION SAD DESIGN		4,368.25
ORCHARD, HILTZ, & MCCLIMENT, INC.			Invoice Amount:	\$1,082.00
Plymouth Commons SAD - Admin			Check Date:	01/27/2020
	805-805-970.300	Plymouth Commons SAD - Admin		1,082.00

Charter Township of Plymouth

AP Invoice Listing - Board Report

VENDOR INFORMATION**INVOICE INFORMATION****PARAGON LABORATORIES**

COLIFORM & ECOLI TESTING 11/8/19 5 MILE TO
592-172-818.100

COLIFORM & ECOLI TESTING

Invoice Amount: \$101.00
Check Date: 01/27/2020
101.00

Planet Technologies, Inc.

Admin Office 365 Subscription - AOSG Agreement
101-201-978.000
101-201-978.000

Part #3NS-00003 ExchgOnlnPlan2Gov ShrdSv
Part# AAA-11894 O365GCCE3 ShrdSvr

Invoice Amount: \$9,799.68
Check Date: 01/27/2020
2,196.48
7,603.20

CHARTER TWSP OF PLYMOUTH

Senior Transportation - December 2019
101-955-885.000

December 2019 - Senior Trans. Exp.

Invoice Amount: \$2,551.36
Check Date: 01/27/2020
2,551.36

CHARTER TWSP OF PLYMOUTH

COMERICA BANK - CREDIT CARD PURCHASES DE

Invoice Amount: \$5,434.92
Check Date: 01/27/2020

101-691-931.000	ANTAL-MARKS SMALL ENGINES - 2 CYCLE OIL	34.23
101-691-931.000	ANTAL-HD-FURNACE AIR FILTER	39.17
101-305-963.000	BROTHERS-KROGER-DET BUREAU QTLY MTG.	5.09
101-305-963.000	BROTHERS-DUNKIN-DONUTS 7 COFFEE DET B	25.88
101-305-963.000	BROTHERS-PANERA-BAGELS/CREAM CHE - DE	10.58
101-305-727.000	BROTHERS-AMAZON-RING VIDEO DOORBELL	136.74
101-305-727.000	BROTHERS-AMAZON-SHREDDER	775.42
101-336-863.000	FOX/BUKIS - HD - SALVAGE COVER	24.98
101-336-776.000	FOX-CARROLL-HEATER PARKS - STA. 1	103.75
101-336-960.000	GROSS-AHA-BLS INSTRUCTOR ESSENTIALS	34.00
101-336-960.000	GROSS-DORSEY-AHA INSTRUCTOR-INMAN	370.00
101-336-776.000	HAACK-CAROUSEL-CARPET CLEAN--FS 2&3	455.00
101-691-931.000	HAACK-FLAG=PARK	129.45
101-336-776.000	HAACK-FLAG-FIRE ST. 1	129.45
101-265-776.000	HAACK--FLAGS - TWSP GROUNDS	356.10
101-265-776.000	HAACK-LIGHT BULBS= TWSP GROUNDS	18.00
101-305-776.000	HAACK-LIGHT BULBS- PD	124.20
101-371-714.000	HAACK-DULUTH TRADING-COATS	160.30
101-265-776.000	HAACK-LIGHTING-LED LIGHTS	119.68
101-265-776.000	HAACK-LIGHTING SUPPLY-FLOOD LIGHT (NOT	226.24
101-371-714.000	HAACK-DULUTH TRADING-COST EXCHANGE	21.00
101-265-776.000	HAACK-LIGHTING SUPPLY-BULBS & BALLAST	69.33
101-265-776.000	HAACK-SAMS-TWP SUPPLIES	76.58
101-265-776.000	HAACK-DELWOOD-TOILET REPAIR PARTS	80.04
101-305-776.000	HAACK-SAM'S-SUPPLIES FOR PD	34.44
592-291-851.000	HAMAAN-HD-SHOP SUPPLIES	124.33
592-172-960.000	HAMANN-EGLE-RENEW S-1 CERTIFICATE	95.00
101-171-727.000	HEISE-2020 MIRS ANNUAL SUBSCRIPTION	1,000.00
101-955-885.000	HEISE-CONSTANT CONTACT-DEC. MONTHLY C	70.00
101-290-941.000	JANKS-VIMEO SUBSCRIPTION	199.00
101-201-727.000	JANKS-AMAZON-VARIOUS IT ITEMS	127.85
101-371-863.000	LEWIS-TSC-WINDOW SCRAPER	16.95
101-265-776.000	LEWIS-ENGLISH GARDENS-TREE REPAIR MATE	7.99
101-371-958.000	LEWIS-ICC MEMBERSHIP FOR 2020	135.00
101-265-776.000	LEWIS-AMAZON - KEURIG FILTERS	49.90
101-336-960.000	PHILLIPS-LANSING PARKING	3.75
101-336-729.000	PHILLIPS-MAFC LUNCHEON	20.00
101-215-727.000	VORVA-POSTAGE CHARGE	25.50

PLYMOUTH-CANTON COMMUNITY SCHOOLS

DECEMBER FUEL INVOICE

101-371-863.000 INVOICE 003145

Invoice Amount: \$437.52
Check Date: 01/27/2020
437.52

Charter Township of Plymouth

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VENDOR INFORMATION**INVOICE INFORMATION**

PLYMOUTH-CANTON COMMUNITY SCHOOLS		Invoice Amount:	\$4,081.87
INV. 003145 12/31/19 - DECEMBER FUEL		Check Date:	01/27/2020
	101-305-863.000	Patrol Vehicles	4,047.07
	101-325-963.000	PSA Vehicle	34.80
PRINTING SYSTEMS INC		Invoice Amount:	\$109.20
9591E Laser 3-part 1099 Misc w Env		Check Date:	01/27/2020
	101-215-727.000	95913E 3-Pt 1099 w env	95.60
	101-215-727.000	Freight	13.60
AIRGAS USA, LLC		Invoice Amount:	\$353.04
OXYGEN		Check Date:	01/27/2020
	101-336-836.000	OXYGEN	353.04
RICHARDSON, MICHAEL		Invoice Amount:	\$21.52
2019 MILEAGE NOV-DEC 2019		Check Date:	01/27/2020
	101-201-727.000	MILEAGE NOV - DEC 2019	21.52
TOUCH OF CLASS CLEANERS		Invoice Amount:	\$2,239.55
Uniform Dry Cleaning / Police Dept. Sworn Person		Check Date:	01/27/2020
	101-305-758.000	CLEANING FROM 5/1/19 - 11/26/19	2,239.55
WAYNE COUNTY		Invoice Amount:	\$175.00
INV. 301509 1/2/2020 OCTOBER PRISONER HOU		Check Date:	01/27/2020
	101-305-832.000	OCTOBER PRISONER HOUSING	175.00
WAYNE COUNTY		Invoice Amount:	\$60.28
12/19TRAFFIC SIGNAL MAINTENANCE INVOICE		Check Date:	01/27/2020
	101-446-920.000	12/19 TRAFFIC SIGNAL MAINT, #301571	60.28
Thomas Reuters -WEST PAYMENT CENTER		Invoice Amount:	\$300.68
INV. 841557102 1/1/2020 WEST INFORMATION		Check Date:	01/27/2020
	101-305-960.000	DECEMBER 1-31, 2019	300.68
WEST SHORE SERVICES INC		Invoice Amount:	\$2,975.00
Annual insp & Prev maint on (7) sirens		Check Date:	01/27/2020
	101-315-951.000	Annual Insp & Prev Maint of Sirens	2,975.00
Total Amount to be Disbursed:			\$259,298.39

Charter Township of Plymouth

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VENDOR INFORMATION

INVOICE INFORMATION

SPALDING DEDECKER ASSOCIATES, INC.			Invoice Amount:	\$503.00
BD Bond Refund			Check Date:	01/19/2020
	701-100-202.701	BE18-0025		503.00
SPALDING DEDECKER ASSOCIATES, INC.			Invoice Amount:	\$428.00
BD Bond Refund			Check Date:	01/19/2020
	701-100-202.701	BE18-0017		428.00
SPALDING DEDECKER ASSOCIATES, INC.			Invoice Amount:	\$130.00
BD Bond Refund			Check Date:	01/19/2020
	701-100-202.701	BE18-0007		130.00
SPALDING DEDECKER ASSOCIATES, INC.			Invoice Amount:	\$498.00
BD Bond Refund			Check Date:	01/19/2020
	701-100-202.701	BE18-0016		498.00
SPALDING DEDECKER ASSOCIATES, INC.			Invoice Amount:	\$415.00
BD Bond Refund			Check Date:	01/19/2020
	701-100-202.701	BE18-0008		415.00
SPALDING DEDECKER ASSOCIATES, INC.			Invoice Amount:	\$544.50
BD Bond Refund			Check Date:	01/19/2020
	701-100-202.701	BE18-0024		544.50
SPALDING DEDECKER ASSOCIATES, INC.			Invoice Amount:	\$1,092.50
BD Bond Refund			Check Date:	01/19/2020
	701-100-202.701	BE18-0001		1,092.50
SPALDING DEDECKER ASSOCIATES, INC.			Invoice Amount:	\$130.00
BD Bond Refund			Check Date:	01/19/2020
	701-100-202.701	BE18-0026		130.00
SPALDING DEDECKER ASSOCIATES, INC.			Invoice Amount:	\$1,043.50
BD Bond Refund			Check Date:	01/19/2020
	701-100-202.701	BE18-0023		1,043.50
SPALDING DEDECKER ASSOCIATES, INC.			Invoice Amount:	\$2,075.00
BD Bond Refund			Check Date:	01/19/2020
	701-100-202.701	BE19-0007		2,075.00
SPALDING DEDECKER ASSOCIATES, INC.			Invoice Amount:	\$3,979.00
BD Bond Refund			Check Date:	01/19/2020
	701-100-202.701	BE18-0006		3,979.00
SPALDING DEDECKER ASSOCIATES, INC.			Invoice Amount:	\$1,270.50
BD Bond Refund			Check Date:	01/19/2020
	701-100-202.701	BE18-0052		1,270.50
SPALDING DEDECKER ASSOCIATES, INC.			Invoice Amount:	\$4,773.50
BD Bond Refund			Check Date:	01/19/2020
	701-100-202.701	BE19-0010		4,773.50
SPALDING DEDECKER ASSOCIATES, INC.			Invoice Amount:	\$5,609.00
BD Bond Refund			Check Date:	01/19/2020
	701-100-202.701	BE19-0006		5,609.00

Charter Township of Plymouth

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VENDOR INFORMATION**INVOICE INFORMATION**

SPALDING DEDECKER ASSOCIATES, INC.			Invoice Amount:	\$1,166.00
BD Bond Refund			Check Date:	01/19/2020
	701-100-202.701	BE19-0002		1,166.00
SPALDING DEDECKER ASSOCIATES, INC.			Invoice Amount:	\$8,573.25
BD Bond Refund			Check Date:	01/19/2020
	701-100-202.701	BE19-0004		8,573.25
SPALDING DEDECKER ASSOCIATES, INC.			Invoice Amount:	\$151.25
BD Bond Refund			Check Date:	01/19/2020
	701-100-202.701	BE18-0028		151.25
HINES PARK, LINCOLN MERCURY			Invoice Amount:	\$1,500.00
BD Bond Refund			Check Date:	01/19/2020
	701-100-202.701	BP19-0025 - PB19-0539		1,500.00
Total Amount to be Disbursed:				\$33,882.00

Charter Township of Plymouth

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VENDOR INFORMATION

INVOICE INFORMATION

ALERUS FINANCIAL		Invoice Amount:	\$7,354.13
MERS - DC FT EMPLOYEES -- EMPLOYEE CONTRI		Check Date:	01/22/2020
101-100-231.000	MERS EMPLOYEE CONT 1-17-2020		7,354.13
ALERUS FINANCIAL		Invoice Amount:	\$23,391.49
MERS - DC FT EMPLOYEES -- EMPLOYER CONTRI		Check Date:	01/22/2020
101-171-714.010	SUPERVISOR'S OFFICE		999.30
101-201-714.010	IT DIRECTOR		577.44
101-215-714.010	CLERK'S OFFICE		3,753.09
101-253-714.010	TREASURER'S OFFICE		954.29
101-265-714.010	BUILDING MANAGER		249.21
101-305-714.010	PD DEPT.		652.84
101-305-714.030	PD DEPT. - UNION		2,747.51
101-325-714.050	DISPATCH DEPT.		2,286.49
101-336-714.010	FIRE		261.18
101-336-714.020	FIRE - UNION		4,500.17
101-371-714.010	BUILDING DEPT.		1,273.46
226-226-714.010	SOLID WASTE DEPT.		330.14
588-588-714.010	SENIOR TRANS		236.36
592-172-714.010	PUBLIC SERVICES		861.26
592-291-714.000	DPW		1,010.31
592-291-714.040	DPW		2,698.44
ALERUS FINANCIAL		Invoice Amount:	\$18,980.45
MERS-457 PLAN - ALL EMPLOYEES 1-17-2020 PA		Check Date:	01/22/2020
101-100-239.000	457 CONT. PRE-TAX		18,280.27
101-100-239.000	457 CONT. ROTH POST-TAX		700.18
AMERITAS LIFE INSURANCE CORP.		Invoice Amount:	\$3,160.88
AMERITAS-RETIREE-DENTAL- JANUARY 2020 -- P		Check Date:	01/22/2020
101-290-714.500	GENERAL RETIREES		623.28
101-305-714.500	POLICE RETIREES		732.84
101-325-714.500	DISPATCH RETIREE		57.64
101-336-714.500	FIRE DEPT. RETIREES		1,339.92
592-172-714.500	DPS CLERICAL RETIREE		30.68
592-291-714.500	DPW - RETIREE		376.52
AMERITAS LIFE INSURANCE CORP.		Invoice Amount:	\$5,321.32
AMERITAS - ACTIVE DENTAL - JANUARY 2020 (S		Check Date:	01/22/2020
101-171-714.000	Supervisor Dept.		30.68
101-201-714.000	Information Services		97.08
101-215-714.000	Clerk Dept.		61.36
101-253-714.000	Treasury		154.72
101-265-714.000	Twp. Hall (Haack)		57.64
101-305-714.000	Police Dept.		1,910.96
101-325-714.000	Dispatch		741.60
101-336-714.000	Fire Dept.		1,671.64
101-371-714.000	Building Dept.		154.72
588-588-714.000	Senior Trans (Boyce)		97.08
226-226-714.000	Sollid Waste (Visel)		97.08
592-172-714.000	DPS Clerical		119.00
592-291-714.000	DPW - Supervisory		127.76
ADP INC		Invoice Amount:	\$3,980.08
ADP ENTERPRISETIME & WORKFORCE NOW & P		Check Date:	01/22/2020
101-290-941.000	Enterprise eTime		2,360.95
101-290-941.000	Workforce Now		651.00

Charter Township of Plymouth

AP Invoice Listing - Board Report

VENDOR INFORMATION**INVOICE INFORMATION**

101-290-941.000

Payroll Services

968.13

BLUE CARE NETWORK OF MICHIGAN**Invoice Amount:****\$90,240.04**

FEBRUARY 2020 -- COVERAGE - CLASSES 7 & 8

Check Date:**01/22/2020**

101-171-714.000

Supervisor's Office

499.82

101-201-714.000

IT Dept.

1,289.52

101-253-714.000

Treasurer's Dept.

1,194.56

101-305-714.000

Police

17,803.44

101-325-714.000

Dispatch

8,951.70

101-336-714.000

Fire

18,093.32

101-371-714.000

Building

3,678.64

592-291-714.000

Public Works (Fellrath)

1,789.34

101-305-714.500

Police - Retirees

11,657.38

101-336-714.500

Fire - Retirees

17,414.00

101-215-714.000

Clerk's Office

999.64

101-265-714.000

Building & Grounds (Haack)

1,194.56

592-172-714.000

Public Services

2,194.20

226-226-714.000

Solid Waste (Visel)

1,289.52

592-291-714.000

Public Works Retiree (Wallace)

900.88

588-588-714.000

Senior Trans (Boyce)

1,289.52

BLUE CARE NETWORK OF MICHIGAN**Invoice Amount:****\$10,881.42**

FEBRUARY 2020 - - BCN CLASSES 9 & 10 - SPR

Check Date:**01/22/2020**

101-290-714.500

GENERAL RETIREES HEALTHCARE

4,572.75

101-305-714.500

POLICE RETIREES HEALTHCARE

609.70

101-325-714.500

DISPATCH RETIREES HEALTHCARE

609.70

101-336-714.500

FIRE RETIREES HEALTHCARE

3,869.87

592-291-714.500

PUBLIC WORKS RETIREES HEALTHCARE

1,219.40

BLUE CROSS/BLUE SHIELD OF MICHIGAN**Invoice Amount:****\$4,336.29**

FEBRUARY 2020 -- RETIREE - BCBS (INVOICE AN

Check Date:**01/22/2020**

101-290-714.500

GENERAL RETIREES

481.81

101-305-714.500

POLICE RETIREES

481.81

101-336-714.500

FIRE RETIREES

3,372.67

CONSUMERS ENERGY**Invoice Amount:****\$926.14**

MONTHLY CHARGES - JANUARY 2020 (DETAILS B

Check Date:**01/22/2020**

101-265-854.000

Township Hall - 1000 257103478

348.98

588-588-921.000

Friendship Station 1000 2571-3478

22.28

101-691-921.000

Twp. Park 1000 257103262

89.53

101-336-921.000

Fire Station #2 - 1000 2571-3403

465.35

FIDELITY SECURITY LIFE INSURANCE CO**Invoice Amount:****\$575.36**

EYEMED - RETIREES JANUARY 2020 (SPREADSHE

Check Date:**01/22/2020**

101-290-714.500

GENERAL RETIREES

98.43

101-305-714.500

POLICE DEPT. RETIREES

130.11

101-325-714.500

DISPATCH RETIREE

10.81

101-336-714.500

FIRE DEPT. RETIREES

243.90

592-172-714.500

PUBLIC SERVICES RETIREES

5.69

592-291-714.000

PUBLIC WORKS RETIREES

70.55

101-371-714.500

BUILDING RETIREES

15.87

FIDELITY SECURITY LIFE INSURANCE CO**Invoice Amount:****\$925.28**

EYEMED - CURRENT EMPLOYEES -JANUARY 2020

Check Date:**01/22/2020**

101-171-714.000

SUPERVISOR DEPT.

5.69

101-201-714.000

INFO SYSTEMS

15.87

101-215-714.000

CLERK DEPT.

11.38

226-226-714.000

SOLID WASTE (VISEL)

15.87

Charter Township of Plymouth

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VENDOR INFORMATION**INVOICE INFORMATION**

101-253-714.000	TREASURER DEPT.	26.68
101-265-714.000	TOWNSHIP HALL (HAACK)	10.81
101-305-714.000	POLICE DEPT.	344.00
101-325-714.000	DISPATCH	134.54
101-336-714.000	FIRE DEPT.	268.39
101-371-714.000	BUILDING DEPT.	32.43
588-588-714.000	SENIOR TRANS (BOYCE)	15.87
592-172-714.000	PUBLIC SERVICES	22.19
592-291-714.000	PUBLIC WORKS ADMIN.	21.56

I.A.F.F. - LOCAL 1496**Invoice Amount: \$2,295.00**

IAFF DUES-JANUARY 2020 (DETAIL ATTACHED)

Check Date: 01/22/2020

101-100-232.020 JANUARY 2020 UNION DUES

2,295.00

JOHN HANCOCK LIFE INSURANCE CO.**Invoice Amount: \$64.40**

MONTHLY PREMIUM-JANUARY 2020 - JOWSEY

Check Date: 01/22/2020

101-100-237.000 MONTHLY PREMIUM-JOWSEY, RICHARD- 1-202

64.40

PLYMOUTH POSTMASTER**Invoice Amount: \$3,000.00**

Postage for Election Permit 330

Check Date: 01/22/2020

101-262-730.000 Postage for Election Permit

3,000.00

UNUM LIFE INSURANCE CO. OF AMERICA**Invoice Amount: \$5,545.74**

UNUM PREMIUM STATEMENT - JANUARY 2020 (

Check Date: 01/22/2020

101-171-714.000	Supervisor's Dept.	124.87
101-201-714.000	Information Systems	73.50
101-215-714.000	Clerk's Dept.	252.14
101-253-714.000	Treasurer's Dept.	123.93
101-265-714.000	Township Hall (Haack)	40.54
101-305-714.000	Police Dept.	1,739.95
101-325-714.000	Dispatch Dept.	718.78
101-336-714.000	Fire Dept.	1,528.28
101-371-714.000	Building Dept.	177.97
226-226-714.000	Solid Waste	50.06
588-588-714.000	Senior Trans.	38.90
592-172-714.000	Public Services	134.98
592-291-714.000	Public Works	541.84

WAYNE COUNTY TREASURER**Invoice Amount: \$22,067.50**

2019 TRAILER PARK FEES

Check Date: 01/22/2020

701-100-225.000	School Trailer Fees	17,654.00
701-100-222.000	County Trailer Fees	4,413.50

Total Amount to be Disbursed: \$203,045.52

Charter Township of Plymouth

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VENDOR INFORMATION

INVOICE INFORMATION

A T & T		Invoice Amount:	\$857.12
AT&T - Telephone Allocation December 2019 - IP		Check Date:	01/14/2020
101-201-853.000	Information Services		58.61
101-209-853.000	Assessing		35.00
101-371-853.000	Building		97.56
101-336-853.000	Fire		154.00
101-305-853.000	Police		156.02
101-171-853.000	Supervisor		91.21
101-253-853.000	Treasurer		77.81
101-215-853.000	Clerk		45.45
101-371-853.500	Community Development		36.31
101-325-853.000	Dispatch		58.69
101-265-854.000	Water/Sewer (Util)		13.94
101-691-853.000	Park		10.92
592-172-853.000	Gen Expense Tel		21.60
A T & T		Invoice Amount:	\$1,802.36
AT&T - Telephone Allocation December 2019 - R0		Check Date:	01/14/2020
101-201-853.000	Information Services		123.25
101-209-853.000	Assessing		73.59
101-371-853.000	Building		205.15
101-336-853.000	Fire		323.84
101-305-853.000	Police		328.07
101-171-853.000	Supervisor		191.80
101-253-853.000	Treasurer		163.63
101-215-853.000	Clerk		95.57
101-371-853.500	Community Development		76.36
101-325-853.000	Dispatch		123.41
101-265-854.000	Water/Sewer (Util)		29.31
101-691-853.000	Park		22.96
592-172-853.000	Gen Expense Tel		45.42
BASIC		Invoice Amount:	\$250.00
ANNUAL SECTION 105 HRA PLAN RENEWAL FEE		Check Date:	01/14/2020
101-290-714.000	2019 Renewal Fee		250.00
COMCAST		Invoice Amount:	\$231.75
Internet - January 2020 -- Acct 900913674		Check Date:	01/14/2020
101-691-921.000	Township Park		64.95
101-336-921.000	Fire		64.95
101-325-853.400	Telephone		101.85
PLYMOUTH POSTMASTER		Invoice Amount:	\$1,200.00
Water Bill Postage - Permit #218 JANUARY 2020		Check Date:	01/14/2020
592-172-730.000	Permit #218 December 2020 Postage		1,200.00
WESTERN TWNSPS UTILITIES AUTHORITY		Invoice Amount:	\$241,427.76
WTUA - December 2019		Check Date:	01/14/2020
592-441-742.000	Monthly Charges		171,499.83
592-441-743.000	YUCA IPP-IWC		5,284.60
592-443-937.000	Country Acres Pump Station		682.08
592-100-185.000	Capital Improvement Program		63,961.25
KCI		Invoice Amount:	\$198.90
Invoice # 285700 - Printing and Postage for 202		Check Date:	01/14/2020
101-290-730.000	Invoice 285700 - Print & Post 2020 PP St		198.90

**Charter Township of Plymouth
AP Invoice Listing - Board Report**

VENDOR INFORMATION**INVOICE INFORMATION****WOW! BUSINESS**

January 2020 Acct. # 012296705

*101-265-854.000**Senior Util**588-588-921.000**Senior Transport***Invoice Amount:****\$19.94****Check Date:****01/14/2020***18.74**1.20***Total Amount to be Disbursed:****\$245,987.83**

Charter Township of Plymouth
AP Invoice Listing - Board Report

P. Bonds Page: 115/120

VENDOR INFORMATION

35TH DISTRICT COURT
BOND RECEIPT 01-08-2020

702-100-087.000

INVOICE INFORMATION

Invoice Amount: **\$300.00**
Check Date: **01/18/2020**
300.00

BOND RECEIPT NUMBER 8316

Total Amount to be Disbursed: \$300.00

Charter Township of Plymouth

AP Invoice Listing - Board Report

Refunds *Page: 11 of 20*
VENDOR INFORMATION**INVOICE INFORMATION**

CROOKER FAMILY TRUST BD Bond Refund 701-100-202.701 BPZ19-0007	Invoice Amount: \$3,000.00 Check Date: 01/12/2020 3,000.00
ESTATE OF GARY P WALLS 2019 Sum Tax Refund R-78-028-01-0006-000 703-000-202.000 ACCOUNTS PAYABLE	Invoice Amount: \$857.33 Check Date: 01/12/2020 857.33
HUSSAIN, TANWEER AND 2019 SUM MTT TAX REFUND 78040020005000 703-000-202.000 ACCOUNTS PAYABLE 703-100-179.000 INTEREST EARNED	Invoice Amount: \$883.42 Check Date: 01/12/2020 868.36 15.06
J.L. BECKER 2019 Sum Tax Refund P-78-999-00-2019-012 703-000-202.000 ACCOUNTS PAYABLE	Invoice Amount: \$1,111.91 Check Date: 01/12/2020 1,111.91
SPINNAKER INVESTMENTS 2019 WIN TAX DUP PYMT 78014990002015 703-000-202.000 ACCOUNTS PAYABLE	Invoice Amount: \$18,117.07 Check Date: 01/12/2020 18,117.07
WILLIAMS, TERRANCE R 2019 Sum Tax Refund R-78-053-01-0468-000 703-000-202.000 ACCOUNTS PAYABLE	Invoice Amount: \$2,522.23 Check Date: 01/12/2020 2,522.23
RINAMAN, CHRISTINE 2019 Sum Tax Refund R-78-055-02-0060-000 703-000-202.000 ACCOUNTS PAYABLE	Invoice Amount: \$3,548.66 Check Date: 01/12/2020 3,548.66
RYAN, GRACE E 2019 Sum Tax Refund R-78-065-02-0155-000 703-000-202.000 ACCOUNTS PAYABLE	Invoice Amount: \$570.71 Check Date: 01/12/2020 570.71
WELLS FARGO REAL ESTATE TAX SERVICE 2019 Win Tax Refund R-78-020-02-0062-000 703-000-202.000 ACCOUNTS PAYABLE	Invoice Amount: \$739.07 Check Date: 01/12/2020 739.07
CAPITAL REAL ESTATE TAX SERVICE 2019 Sum Tax Refund R-78-036-99-0009-702 703-000-202.000 ACCOUNTS PAYABLE	Invoice Amount: \$3,146.70 Check Date: 01/12/2020 3,146.70
CAPITAL REAL ESTATE TAX SERVICE 2019 Sum Tax Refund R-78-039-04-0002-000 703-000-202.000 ACCOUNTS PAYABLE	Invoice Amount: \$4,405.06 Check Date: 01/12/2020 4,405.06
CAPITAL REAL ESTATE TAX SERVICE 2019 Win Tax Refund R-78-039-04-0002-000 703-000-202.000 ACCOUNTS PAYABLE	Invoice Amount: \$1,756.99 Check Date: 01/12/2020 1,756.99
LERETA, LLC 2019 Win Tax Refund R-78-059-03-0102-000 703-000-202.000 ACCOUNTS PAYABLE	Invoice Amount: \$698.10 Check Date: 01/12/2020 698.10
LERETA, LLC 2019 Sum Tax Refund R-78-064-03-0076-000 703-000-202.000 ACCOUNTS PAYABLE	Invoice Amount: \$1,725.38 Check Date: 01/12/2020 1,725.38

Charter Township of Plymouth

AP Invoice Listing - Board Report

VENDOR INFORMATION**INVOICE INFORMATION****LERETA, LLC**

2019 Win Tax Refund R-78-066-01-0012-000

703-000-202.000

ACCOUNTS PAYABLE

Invoice Amount:**\$858.90****Check Date:****01/12/2020**

858.90

CORELOGIC CENTRALIZED REFUNDS

2019 Win Tax Refund R-78-007-02-0096-000

703-000-202.000

ACCOUNTS PAYABLE

Invoice Amount:**\$1,718.88****Check Date:****01/12/2020**

1,718.88

CORELOGIC CENTRALIZED REFUNDS

2019 Win Tax Refund R-78-022-03-0667-000

703-000-202.000

ACCOUNTS PAYABLE

Invoice Amount:**\$1,298.04****Check Date:****01/12/2020**

1,298.04

CORELOGIC CENTRALIZED REFUNDS

2019 Sum Tax Refund R-78-027-03-0031-000

703-000-202.000

ACCOUNTS PAYABLE

Invoice Amount:**\$1,325.41****Check Date:****01/12/2020**

1,325.41

CORELOGIC CENTRALIZED REFUNDS

2019 Win Tax Refund R-78-032-02-0182-000

703-000-202.000

ACCOUNTS PAYABLE

Invoice Amount:**\$1,367.34****Check Date:****01/12/2020**

1,367.34

CORELOGIC CENTRALIZED REFUNDS

2019 Sum Tax Refund R-78-050-01-0149-000

703-000-202.000

ACCOUNTS PAYABLE

Invoice Amount:**\$4,380.05****Check Date:****01/12/2020**

4,380.05

CORELOGIC CENTRALIZED REFUNDS

2019 Win Tax Refund R-78-050-01-0149-000

703-000-202.000

ACCOUNTS PAYABLE

Invoice Amount:**\$1,747.03****Check Date:****01/12/2020**

1,747.03

CORELOGIC CENTRALIZED REFUNDS

2019 Win Tax Refund R-78-056-06-0013-000

703-000-202.000

ACCOUNTS PAYABLE

Invoice Amount:**\$1,483.70****Check Date:****01/12/2020**

1,483.70

CORELOGIC CENTRALIZED REFUNDS

2019 Win Tax Refund R-78-058-01-0064-000

703-000-202.000

ACCOUNTS PAYABLE

Invoice Amount:**\$724.41****Check Date:****01/12/2020**

724.41

CORELOGIC CENTRALIZED REFUNDS

2019 Sum Tax Refund R-78-061-03-0103-000

703-000-202.000

ACCOUNTS PAYABLE

Invoice Amount:**\$2,080.85****Check Date:****01/12/2020**

2,080.85

CORELOGIC CENTRALIZED REFUNDS

2019 Sum Tax Refund R-78-061-04-0052-000

703-000-202.000

ACCOUNTS PAYABLE

Invoice Amount:**\$2,040.88****Check Date:****01/12/2020**

2,040.88

CORELOGIC CENTRALIZED REFUNDS

2019 Win Tax Refund R-78-063-02-0183-000

703-000-202.000

ACCOUNTS PAYABLE

Invoice Amount:**\$1,205.06****Check Date:****01/12/2020**

1,205.06

CORELOGIC CENTRALIZED REFUNDS

2019 Sum Tax Refund R-78-065-02-0073-000

703-000-202.000

ACCOUNTS PAYABLE

Invoice Amount:**\$1,137.96****Check Date:****01/12/2020**

1,137.96

CORELOGIC CENTRALIZED REFUNDS

2019 Sum Tax Refund R-78-066-01-0012-000

703-000-202.000

ACCOUNTS PAYABLE

Invoice Amount:**\$2,153.43****Check Date:****01/12/2020**

2,153.43

Charter Township of Plymouth

AP Invoice Listing - Board Report

VENDOR INFORMATION**INVOICE INFORMATION****STEINERT JR, GARY - JERUSHA**

2019 Win Tax Refund R-78-061-04-0052-000

703-000-202.000

ACCOUNTS PAYABLE

Invoice Amount:**\$813.98****Check Date:****01/12/2020**

813.98

CORELOGIC CENTRALIZED REFUNDS

2019 Win Tax Refund R-78-064-03-0076-000

703-000-202.000

ACCOUNTS PAYABLE

Invoice Amount:**\$688.16****Check Date:****01/12/2020**

688.16

Total Amount to be Disbursed:**\$68,106.71**

CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 28, 2020

ITEM E
PUBLIC COMMENTS AND QUESTIONS

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 28, 2020**

NEW BUSINESS

**ITEM F.1
LITCHFIELD SAD HEARING OF
ASSESSMENT**



CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

MEETING DATE: January 28, 2020

ITEM: Plymouth Notch Subdivision (Litchfield Drive) Hearing of Assessment

PRESENTER: Patrick J. Fellrath, P.E., Director of Public Services
George Tsakoff, P.E., OHM Advisors

BACKGROUND:

On May 14, 2019, the public hearing of necessity was conducted for the above referenced SAD and the township board authorized township engineer (OHM Advisors) to complete final design and solicit bids for the project. Final design is complete and bids were received on December 17, 2019. OHM Advisors tabulated and evaluated bids for responsiveness and contractor qualifications.

At this time an estimated total project cost of \$963,000 is established. A determination was made that the benefit of each parcel shall be on a per unit basis and therefore the potential assessment has been spread equally among the thirty (30) lots in the district.

Pursuant to MCL 41.724a, notice of a public hearing was published twice in a newspaper of general circulation on January 16, 2020 and January 23, 2020. The notice was published in accordance with the law which requires the first notice to be published at least ten days prior to the public hearing.

ACTION REQUESTED:

Hold public hearing.

PROPOSED MOTION: N/A

Public hearing opened at _____ Moved by: _____

Seconded by: _____

Public hearing closed at _____ Moved by: _____

Seconded by: _____

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 28, 2020**

NEW BUSINESS

**ITEM F.2
ADOPTION OF LITCHFIELD DRIVE
RECONSTRUCTION SPECIAL
ASSESSMENT DISTRICT (SAD) AND
ASSESSMENT ROLL
RESOLUTION #2020-01-28-08**



CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

MEETING DATE: January 28, 2020

ITEM: Adoption of Plymouth Notch Subdivision (Litchfield Drive) Road Reconstruction Special Assessment District (SAD) and Assessment Roll, **Resolution #2020-01-28-08**

PRESENTER: Patrick J. Fellrath, P.E., Director of Public Services
George Tsakoff, P.E., OHM Advisors

BACKGROUND:

On May 14, 2019, the public hearing of necessity was conducted for the above referenced SAD and the township board authorized township engineer (OHM Advisors) to complete final design and solicit bids for the project. Final design is complete and bids were received on December 17, 2019. OHM Advisors tabulated and evaluated bids for responsiveness and contractor qualifications.

At this time an estimated total project cost of \$963,000 is established. A determination was made that the benefit of each parcel shall be on a per unit basis and therefore the potential assessment has been spread equally among the thirty (30) lots in the district.

ACTION REQUESTED:

The board is being asked to hold the public hearing of assessment, and approve a resolution establishing the Plymouth Notch Subdivision Road Reconstruction Special Assessment District and confirm the assessment roll for said special assessment district.

BUDGET/ACCOUNT NUMBER:

Please find attached the engineer's estimate in the approximate total project cost amount of \$963,000. General Fund 805-805-970.310.

Upon approval by the board, a thirty (30) day period shall be provided to permit any person having an interest in the real property to file a written appeal of the special assessment with the Michigan Tax Tribunal. The project would commence following the 30 day holding period.

PROPOSED MOTION: I move to adopt **Resolution #2020-01-28-08** authorizing the establishment the Litchfield Drive Reconstruction SAD and confirming the assessment roll as presented subject to providing a thirty (30) day period to permit any person having interest in the real property to file a written appeal of the special assessment with the Michigan Tax Tribunal, and subject to the final approval of the township assessor.

ATTACHMENTS: Resolution, District Map, Roll, Project Cost Summary, Certification.

Moved by: _____ Seconded by: _____

ROLL CALL:

___Heise, ___Heitman, ___Vorva, ___Clinton, ___Curmi, ___Dempsey, ___Doroshewitz

**STATE OF MICHIGAN
COUNTY OF WAYNE
CHARTER TOWNSHIP OF PLYMOUTH**

**RESOLUTION TO APPROVE THE SPECIAL ASSESSMENT ROLL FOR
LITCHFIELD DRIVE RECONSTRUCTION SPECIAL ASSESSMENT DISTRICT**

RESOLUTION #2020-01-28-08

At a regular meeting of the Board of Trustees for the Charter Township of Plymouth (the 'board'), held at Township Hall, 9955 N. Haggerty Road, Plymouth, MI on January 28, 2020, the following resolution was offered:

WHEREAS, the township board of the Township of Plymouth, Wayne County, Michigan, after due and legal notice, has conducted a public hearing upon a proposed assessment roll prepared by the supervisor and assessing officer of the township for the purpose of defraying a portion of the costs of the road reconstruction project proposed to be installed within the Litchfield Drive Special Assessment District as shown on the plans and specifications for such project; and,

WHEREAS, such public hearing was preceded by proper notice in a newspaper of general circulation in the township, and by First Class Mail notice to each property owner of record within said district and upon said assessment roll; and,

WHEREAS, comments were received from those present at such public hearing concerning said assessment roll and opportunity to all present to be heard in the matter; and,

WHEREAS, the oral comments received indicated the reasonableness of the following amendments to said assessment roll if any; and,

WHEREAS, a record of those present to protest, and of written protests submitted at or before the public hearing was made a part of the minutes of the hearing; and,

WHEREAS, it is the opinion of the township board that no further time should be granted for the consideration of the matter because of the time constraints in initiating this project; and,

WHEREAS, the township board has duly, inspected the proposed assessment roll and considered all comment and proposed amendments thereto and has found the proposed assessment roll, as amended, to be correct, just, and reasonable.

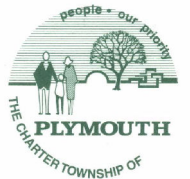
NOW, THEREFORE, BE IT RESOLVED THAT:

1. The assessment roll submitted by the Supervisor of the Township shall hereafter be designated as Litchfield Drive Reconstruction SAD District No. _____ and shall hereby be confirmed as the assessment roll for Special Assessment District No. _____.
2. The assessments made in said Litchfield Drive Assessment Roll No. _____ shall be divided into ten (10) equal annual installments of principal with the first installment to be due on or before _____ and the following installments to be due on or before the _____ day of the same month for each and every year thereafter. All unpaid installments prior to their transfer to the tax roll as provided by the Michigan Public Act 188 of 1954, as amended, shall bear interest payable annually on each installment due date at the rate of four percent (4%) per annum commencing on the first installment due date hereinafter set forth. Any payments made before such first installment due date shall not bear any such interest.
3. Future due installments of an assessment against any parcel of land may be paid to the township treasurer at any time in full with interest accrued through the month in which the final installment is paid in accordance with the Michigan Public Act 188 of 1954, as amended. If any installment of a special assessment is not paid when due, then the installment shall be considered to be delinquent and there shall be collected, in addition to interest as provided by this section, a penalty at the rate of one percent (1%) for each month, or fraction of a month, that the installment remains unpaid before being reported to the township board for assessment upon the township tax roll, also in accordance with said Act 188.
4. The assessments made in said special assessment roll are hereby ordered and directed to be collected by the township treasurer, and said treasurer with his/her warrant attached, commanding the treasurer to collect such assessments in accordance with the direction of the township board and said Public Act 188.
5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.



Moved by: _____ Seconded by: _____

ROLL CALL:

____Heise, ____Heitman, ____Vorva, ____Clinton, ____Curmi, ____Dempsey, ____Doroshewitz

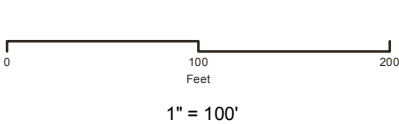


Potential Litchfield
S.A.D Limits
Plymouth Township

 Parcels / Lots
 Litchfield SAD Limits

Key
Street Number: 11711
Lot Number: 1

Total Number of Subdivision Lots: 30



Source: Data provided by Wayne County and Plymouth Township. OHM Advisors does not warrant the accuracy of the data and/or the map. This document is intended to depict the approximate spatial location of the mapped features within the Community and all use is strictly at the user's own risk.

Coordinate System: NAD 1983 StatePlane Michigan South FIPS 2113 Int'l Feet

Map Published: August 16, 2018



888.522.6711 | ohm-advisors.com

McClumpia Rd

Academy Dr

Litchfield Ct

Litchfield Dr

46368
1

46342
2

46316
3

46290
4

46264
5

46212
7

46238
6

46186
8

46108
11

46082
12

46056
13

46030
14

46004
15

45978
16

45952
17

45900
18

46081
20

46107
21

45899
19

46133
22

46159
23

46193
24

46227
25

46263
26

46289
27

46315
28

46341
29

46367
30

ARCHITECTS. ENGINEERS. PLANNERS.



**Planning Estimate Worksheet
For
Plymouth Notch Subdivision (Litchfield Drive) Road Reconstruction SAD
Plymouth Township, Wayne County, Michigan
January 28, 2020 Board of Trustees Meeting
Based on Bids submitted December 17, 2019**

SCOPE OF WORK:

27' wide concrete road reconstruction on Litchfield Drive and Litchfield Court.

Total Estimated Construction Cost (without Inspection Crew Day Cost)	\$ 780,000
Preliminary SAD Planning and Engineering	\$ 7,000
Final Engineering/Design and Bidding Phase	\$ 60,000
Material Testing (by Wayne County or OHM Sub-consultant, TBD)	\$ 18,000
Field Inspection	\$ 45,000
Contract Administration/Construction Engineering	\$ 53,000
Total Estimated Project Cost:	\$ 963,000
Wayne County Local Road Funding Amount:	\$ 388,888

**See Assessment Roll for current assessment amount to each parcel

NOTE: Total Project Cost at time of Public Hearing of Necessity was estimated to be \$949,681

**SPECIAL ASSESSMENT DISTRICT TENTATIVE ASSESSMENT ROLL
LITCHFIELD DRIVE (PLYMOUTH NOTCH SUBDIVISION)**

Assumptions:

1) Frontage is defined by properties abutting Litchfield Drive and Litchfield Court.

Tax ID Number	Owner	LOT #	FRONTAGE		SIGNED		UNITS	SIGNED	ADDRESS	TENTATIVE ASSESSMENT
R-78-053-03-0001	MINNI, VITO L	1	104.43	FL	-	FL	1		46368 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0002	ANGELL, ALANNA / JOHN	2	76.46	FL	76.46	FL	1	1	46342 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0003	MELARAGNI, STEPHEN / ANDREA	3	86.13	FL	86.13	FL	1	1	46316 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0004	BAXTER, BRUCE	4	118.79	FL	118.79	FL	1	1	46290 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0005	BRAY, LEROY / PATRICIA	5	287.72	FL	-	FL	1		46264 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0006	ALBERT, KIRK / JULIE	6	53.23	FL	53.23	FL	1	1	46238 LITCHFIELD CT	\$ 19,137.07
R-78-053-03-0007	DRAKE, PATRICK	7	59.16	FL	-	FL	1		46212 LITCHFIELD CT	\$ 19,137.07
R-78-053-03-0008	WEILAND, ROBERT / CHRIS	8	49.65	FL	49.65	FL	1	1	46186 LITCHFIELD CT	\$ 19,137.07
R-78-053-03-0009	BOOS, NATHAN	9	312.44	FL	312.44	FL	1	1	46160 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0010	BARNES, DAVID / CHARYL	10	100.05	FL	-	FL	1		46134 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0011	WILLIAMS, MARK / KELLEY	11	101.29	FL	101.29	FL	1	1	46108 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0012	OLDHAM, NEIL / JOANN	12	109.86	FL	-	FL	1		46082 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0013	DAVIS, TIMOTHY / EVA	13	96.83	FL	96.83	FL	1	1	46056 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0014	CARSON, BRIAN / JANET	14	53.45	FL	53.45	FL	1	1	46030 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0015	ALGASE, DREW / DONNA	15	74.06	FL	74.06	FL	1	1	46004 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0016	ARISTEO, MICHELLE	16	108.71	FL	108.71	FL	1	1	45978 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0017	KAPLER, DOROTHY	17	93.78	FL	-	FL	1		45952 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0018	THOMAS, BOBBY	18	98.72	FL	-	FL	1		45900 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0019	BRUCE, STUART / JENIFER	19	106.76	FL	106.76	FL	1	1	45899 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0020	MCKARGE, RENEE	20	255.23	FL	255.23	FL	1	1	46081 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0021	O'NIEL, PHILIP / ELLEN	21	92.08	FL	92.08	FL	1	1	46107 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0022	FABIILLI, MARTA / MARIO	22	80.78	FL	80.78	FL	1	1	46133 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0023	KUSHNER, CYNTHIA	23	89.47	FL	89.47	FL	1	1	46159 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0024	PALIZZI, LARRY	24	89.88	FL	89.88	FL	1	1	46193 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0025	WUORENMA, JAMES	25	90.20	FL	-	FL	1		46227 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0026	LAGORY, MICHAEL / ELLEN	26	86.35	FL	86.35	FL	1	1	46263 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0027	CALLEGARI, CHERYL LYNN	27	92.07	FL	92.07	FL	1	1	46289 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0028	EDINGTON, JAMES	28	91.16	FL	91.16	FL	1	1	46315 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0029	ALLEN, LARRY / KAREN	29	94.37	FL	-	FL	1		46341 LITCHFIELD DR	\$ 19,137.07
R-78-053-03-0030	DUDA, EDWARD / DELORE	30	105.99	FL	-	FL	1		46367 LITCHFIELD DR	\$ 19,137.07
		TOTAL	3,259.11	FL	2,114.81	FL	30.00	20		\$ 574,112.00

Note: Shading indicates that resident has signed petition.

I. PERCENTAGE BASED ON FRONTAGE (50% = 1630 Ft.)

SIGNED PETITION
TOTAL FRONTAGE

2,114.81 = 64.9%
3,259.11

II. PERCENTAGE BASED ON UNITS (50% = 15 UNITS)

SIGNED PETITION
TOTAL UNITS

20.00 = 66.7%
30.00

Updated January 22, 2020

1954 PA 188 PROCEEDING CERTIFICATE

To the Clerk and Township Board
Charter Township of Plymouth, Wayne County, Michigan

Dear Officials:

This is to certify that I, Kurt L. Heise, the Supervisor and Assessing Officer of the Charter Township of Plymouth, Wayne County, Michigan, being the person having charge of the assessment roll of said Township, have checked the attached petitions for the pavement reconstruction project for the Litchfield Drive SAD, and I do hereby certify that said petitions have been signed by the record owners of 51% or more of the total front footage within the boundaries as described upon the petitions.

I further certify that the total road front footage within the district equals approximately 3,259 lineal feet. The total front footage signed for by the record owners within the proposed district equals approximately 2,115 lineal feet.

I do hereby certify that the Assessment Roll and all assessment records have been verified with the records of the Register of Deeds for Wayne County, as to the record owners of all property within the Charter Township of Plymouth and along Litchfield Drive and Litchfield Court, are set forth in said petitions on the date of filing the petitions.

Respectfully submitted,

Kurt L. Heise, Supervisor
Charter Township of Plymouth

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 28, 2020**

NEW BUSINESS

**ITEM F.3
LITCHFIELD SAD AWARD OF BID
RESOLUTION #2020-01-28-09**



CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

MEETING DATE: January 28, 2020

ITEM: Plymouth Notch Subdivision (Litchfield Drive) Road Reconstruction Special Assessment District – Contract Award, **Resolution #2020-01-28-09**

PRESENTER: Patrick J. Fellrath, P.E., Director of Public Services
George Tsakoff, P.E., OHM Advisors

BACKGROUND:

Bids were received for the above referenced SAD on December 17, 2019. Township Engineer (OHM Advisors) recommends contract award to the low bidder, Mark Anthony Contracting, Inc. The recommendation is based upon an evaluation of the bid amount, qualifications and references of the low bidder.

ACTION REQUESTED:

Approve a resolution authorizing the award of the contract for the Litchfield Drive SAD Road Reconstruction Project to Mark Anthony Contracting, Inc.

BUDGET/ACCOUNT NUMBER: General Fund 805-805-970.310

PROPOSED MOTION: I move to adopt **Resolution #2020-01-28-09** authorizing the award of the contract for the Litchfield Drive SAD Road Reconstruction Project to Mark Anthony Contracting, Inc., in the amount of \$803,796.68, contingent upon passage of the hearing of assessment, subject to the thirty (30) day appeal process.

ATTACHMENTS: Recommendation Letter

Moved by: _____ Seconded by: _____

ROLL CALL:

___Heitman, ___Vorva, ___Clinton, ___Curmi, ___Dempsey, ___Doroshewitz, ___Heise

**STATE OF MICHIGAN
COUNTY OF WAYNE
CHARTER TOWNSHIP OF PLYMOUTH**

**RESOLUTION TO APPROVE THE LITCHFIELD DRIVE SAD ROAD
RECONSTRUCTION CONTRACT AWARD**

RESOLUTION #2020-01-28-09

At a regular meeting of the Board of Trustees for the Charter Township of Plymouth (the 'board'), held at Township Hall, 9955 N. Haggerty Road, Plymouth, MI on January 28, 2020, the following resolution was offered:

WHEREAS, this submission is consistent with policy established by the board regarding these matters; and,

WHEREAS, bids were received for the Litchfield Drive SAD Road Reconstruction Project on December 17, 2019; and,

WHEREAS, OHM Advisors reviewed and tabulated the bids and recommends award to the low bidder, Mark Anthony Contracting, Inc.

NOW, THEREFORE, BE IT RESOLVED that the Charter Township of Plymouth Board of Trustees does hereby approve **Resolution #2020-01-28-09** authorizing the award of the contract for the Litchfield Drive SAD to the low bidder; Mark Anthony Contracting, Inc; in accordance with the bid specifications at a price not to exceed \$803,796.68 contingent upon passage of the hearing of assessment, subject to the thirty (30) day appeal process.

Moved by: _____ Seconded by: _____

ROLL CALL:

___Heitman, ___Vorva, ___Clinton, ___Curmi, ___Dempsey, ___Doroshewitz, ___Heise



ARCHITECTS. ENGINEERS. PLANNERS.

January 21, 2020

Charter Township of Plymouth

9955 N. Haggerty Road
Plymouth, MI 48170

Attention: Mr. Patrick Fellrath, PE
Director of Public Services

Regarding: Litchfield Drive SAD Road Reconstruction
Recommendation of Award

Dear Mr. Fellrath:

Sealed bids for the Litchfield Drive SAD Road Reconstruction project were received and publicly read aloud by the Township on Tuesday, December 17, 2019 at 2:00 pm. Proposals were received from seven (7) bidders. The summary of bidders, and their total bid amounts are listed below. We have summarized the bid amounts of all work items from the bidders in the attached bid tabulation. The Engineer's Opinion of Construction Cost for this project was estimated to be approximately \$810,000. Please note that inspection crew days are included in the bid amounts summarized below.

Contractor Name	Bid Amount
Mark Anthony Contracting, Inc.	\$803,796.68
GM & Sons, Inc.	\$817,374.00
Zuniga Cement Construction, Inc.	\$830,445.35
HMC, LLC	\$871,875.00
Koala-T Construction, Inc.	\$919,836.25
Great Lakes Contracting Solutions, LLC	\$945,543.25
Florence Cement Company	\$991,998.00

The project scope consists of full road cross-section replacement of the existing concrete road and integral curb along the limits of Litchfield Drive and Litchfield Court, including new aggregate base and underdrain as well as miscellaneous driveway approach work and catch basin repair. The work to be completed under this Contract includes the furnishing of all materials, equipment, and labor necessary to complete the proposed work, in accordance with the contract documents.

Mark Anthony Contracting, Inc. (Mark Anthony), located in Milford, Michigan, is the responsive low bidder. OHM Advisors spoke with project references listed in the Contractors bid proposal and received feedback regarding this Contractor's past work. We also spoke with Mark Anthony directly regarding their unit prices, scope of work, staffing and coordination with simultaneous projects in the vicinity, as well as their anticipated project schedule. They have indicated that they are aware of the contract requirements and are ready to proceed with the work. Based on

Litchfield Drive Road Reconstruction SAD
Recommendation of Award
January 21, 2020
Page 2 of 2

feedback from project references and discussion with Mark Anthony, our opinion is that Mark Anthony is fully capable of performing the proposed work for the Litchfield Drive SAD project within contract requirements.

Therefore, we recommend that Plymouth Township award the Litchfield Drive Road Reconstruction SAD project contract to Mark Anthony Contracting in the estimated bid amount of **\$803,796.68**.

We look forward to continuing to provide our professional services on this project through the construction phase of work. If you have any questions, please do not hesitate to contact me at (734) 466-4439.

Sincerely,

OHM Advisors

A handwritten signature in cursive script that reads "George A. Tsakoff".

George A. Tsakoff, PE
Principal

Enclosures: *Bid Tabulation*

cc: file

Tabulation for Bids Received on 12/17/19 Litchfield Drive SAD Road Reconstruction Township of Plymouth, Wayne County, State of Michigan OHM Job No.: 0132-18-0020				Mark Anthony Contracting, Inc. 4844 Old Plank Road Milford, MI 48381 Phone: (248) 606-7727		GM & Sons, Inc. 6784 Whitmore Lake Road Whitmore Lake, MI 48189 Phone: (734) 929-1259		Zuniga Cement Construction, Inc. 22500 Ryan Road Warren, MI 48091 Phone: (586) 754-5900		HMC, LLC 4755 Rochester Road Troy, MI 48085 Phone: (586) 651-9089		Koala-T Construction, Inc. 424 Ferry Street Pontiac, MI 48341 Phone: (248) 322-2751		Great Lakes Contracting Solutions, LLC 2300 Edinburgh Waterford, MI 48328 Phone: (313) 962-0400		Florence Cement Company 51515 Corridor Shelby Township, MI 48315 Phone: (586) 997-2666	
Item No.	Description	Estimated Quantity	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	
1)	Mobilization, 5% max.	1	LS	\$32,410.06	\$32,410.06	\$42,000.00	\$42,000.00	\$30,000.00	\$30,000.00	\$42,000.00	\$42,000.00	\$19,500.00	\$19,500.00	\$40,000.00	\$40,000.00	\$48,000.00	\$48,000.00
2)	Audio Video Route Survey	1	LS	\$1,062.75	\$1,062.75	\$2,750.00	\$2,750.00	\$4,800.00	\$4,800.00	\$1,070.00	\$1,070.00	\$3,750.00	\$3,750.00	\$3,000.00	\$3,000.00	\$1,500.00	\$1,500.00
3)	Traffic Maintenance and Control	1	LS	\$13,688.83	\$13,688.83	\$13,000.00	\$13,000.00	\$11,000.00	\$11,000.00	\$8,195.00	\$8,195.00	\$10,000.00	\$10,000.00	\$15,000.00	\$15,000.00	\$49,170.00	\$49,170.00
4)	Erosion Control, Inlet Protection, Fabric Drop	13	EA	\$73.25	\$952.25	\$150.00	\$1,950.00	\$100.00	\$1,300.00	\$100.00	\$1,300.00	\$100.00	\$1,300.00	\$150.00	\$1,950.00	\$200.00	\$2,600.00
5)	Tree, Rem, 6 inch to 18 inch	6	EA	\$637.65	\$3,825.90	\$725.00	\$4,350.00	\$1,800.00	\$10,800.00	\$825.00	\$4,950.00	\$1,000.00	\$6,000.00	\$800.00	\$4,800.00	\$585.00	\$3,510.00
6)	Pavt, Rem	5781	SYD	\$10.91	\$63,070.71	\$12.00	\$69,372.00	\$7.85	\$45,380.85	\$12.00	\$69,372.00	\$19.80	\$114,463.80	\$13.50	\$78,043.50	\$9.00	\$52,029.00
7)	Pavt, Rem, Driveway	400	SYD	\$10.91	\$4,364.00	\$13.00	\$5,200.00	\$7.00	\$2,800.00	\$12.50	\$5,000.00	\$20.00	\$8,000.00	\$12.00	\$4,800.00	\$28.00	\$11,200.00
8)	Sidewalk, Rem	30	SYD	\$11.05	\$331.50	\$12.00	\$360.00	\$7.00	\$210.00	\$20.00	\$600.00	\$20.00	\$600.00	\$11.00	\$330.00	\$25.00	\$750.00
9)	Station Grading	17	STA	\$5,275.08	\$89,676.36	\$3,650.00	\$62,050.00	\$4,000.00	\$68,000.00	\$4,500.00	\$76,500.00	\$4,842.00	\$82,314.00	\$3,800.00	\$64,600.00	\$3,200.00	\$54,400.00
10)	Subgrade Undercutting, Type I	375	CYD	\$55.33	\$20,748.75	\$60.00	\$22,500.00	\$38.00	\$14,250.00	\$60.00	\$22,500.00	\$45.00	\$16,875.00	\$55.00	\$20,625.00	\$52.00	\$19,500.00
11)	Dr Structure, Tap, 6 inch	8	EA	\$152.60	\$1,220.80	\$715.00	\$5,720.00	\$250.00	\$2,000.00	\$200.00	\$1,600.00	\$500.00	\$4,000.00	\$225.00	\$1,800.00	\$340.00	\$2,720.00
12)	Dr Structure, Tap, 12 inch	2	EA	\$274.68	\$549.36	\$850.00	\$1,700.00	\$385.00	\$770.00	\$250.00	\$500.00	\$750.00	\$1,500.00	\$375.00	\$750.00	\$750.00	\$1,500.00
13)	Dr Structure, 24 inch dia	2	EA	\$2,774.88	\$5,549.76	\$2,400.00	\$4,800.00	\$2,500.00	\$5,000.00	\$1,750.00	\$3,500.00	\$2,750.00	\$5,500.00	\$2,500.00	\$5,000.00	\$2,000.00	\$4,000.00
14)	Dr Structure, 48 inch dia	2	EA	\$3,729.54	\$7,459.08	\$3,550.00	\$7,100.00	\$2,900.00	\$5,800.00	\$2,500.00	\$5,000.00	\$4,200.00	\$8,400.00	\$3,500.00	\$7,000.00	\$2,500.00	\$5,000.00
15)	Misc Structure Cover, Adj	9	EA	\$366.24	\$3,296.16	\$540.00	\$4,860.00	\$380.00	\$3,420.00	\$550.00	\$4,950.00	\$150.00	\$1,350.00	\$550.00	\$4,950.00	\$670.00	\$6,030.00
16)	Misc Structure Reconstruct	23	FT	\$152.60	\$3,509.80	\$300.00	\$6,900.00	\$185.00	\$4,255.00	\$250.00	\$5,750.00	\$175.00	\$4,025.00	\$300.00	\$6,900.00	\$550.00	\$12,650.00
17)	Sewer, CI IV, RCP, 12 inch	315	FT	\$59.45	\$18,726.75	\$53.00	\$16,695.00	\$85.00	\$26,775.00	\$90.00	\$28,350.00	\$135.00	\$42,525.00	\$95.90	\$30,208.50	\$75.00	\$23,625.00
18)	Underdrain, Subgrade, 6 inch	3275	FT	\$14.32	\$46,898.00	\$14.00	\$45,850.00	\$16.00	\$52,400.00	\$12.00	\$39,300.00	\$18.50	\$60,587.50	\$19.75	\$64,681.25	\$18.00	\$58,950.00
19)	Aggregate Base, 21AA	1995	TON	\$27.45	\$54,762.75	\$23.50	\$46,882.50	\$38.00	\$75,810.00	\$27.00	\$53,865.00	\$26.50	\$52,867.50	\$36.50	\$72,817.50	\$23.00	\$45,885.00
20)	Conc Pavt, Nonreinf, 7 inch	5777	SYD	\$48.43	\$279,780.11	\$43.50	\$251,299.50	\$58.50	\$337,954.50	\$54.00	\$311,958.00	\$59.85	\$345,753.45	\$57.50	\$332,177.50	\$67.00	\$387,059.00
21)	Conc Pavt, Nonreinf, 6 inch	400	SYD	\$44.46	\$17,784.00	\$41.00	\$16,400.00	\$53.00	\$21,200.00	\$49.50	\$19,800.00	\$64.00	\$25,600.00	\$55.50	\$22,200.00	\$45.00	\$18,000.00
22)	Sidewalk Ramp, ADA Conc, 6 inch	60	SFT	\$16.76	\$1,005.60	\$9.50	\$570.00	\$40.00	\$2,400.00	\$16.50	\$990.00	\$12.50	\$750.00	\$15.25	\$915.00	\$15.00	\$900.00
23)	Sidewalk, Conc, 4 inch	210	SFT	\$5.19	\$1,089.90	\$4.50	\$945.00	\$6.00	\$1,260.00	\$5.50	\$1,155.00	\$8.50	\$1,785.00	\$7.50	\$1,575.00	\$5.00	\$1,050.00
24)	Sign, Remove and Reset	5	EA	\$109.00	\$545.00	\$110.00	\$550.00	\$380.00	\$1,900.00	\$100.00	\$500.00	\$150.00	\$750.00	\$350.00	\$1,750.00	\$100.00	\$500.00
25)	Post, Mailbox, Remove and Reset	30	EA	\$109.00	\$3,270.00	\$210.00	\$6,300.00	\$55.00	\$1,650.00	\$100.00	\$3,000.00	\$10.00	\$300.00	\$350.00	\$10,500.00	\$210.00	\$6,300.00
26)	Acer rubrum 'Brandywine', Brandywine Red Maple, 3 inch	6	EA	\$844.75	\$5,068.50	\$625.00	\$3,750.00	\$240.00	\$1,440.00	\$850.00	\$5,100.00	\$595.00	\$3,570.00	\$850.00	\$5,100.00	\$1,100.00	\$6,600.00
27)	Restoration	1	LS	\$13,080.00	\$13,080.00	\$40,950.00	\$40,950.00	\$5,800.00	\$5,800.00	\$49,500.00	\$49,500.00	\$7,500.00	\$7,500.00	\$25,000.00	\$25,000.00	\$45,000.00	\$45,000.00
28)	Contingency Allowance	1	DLR	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
29)	Permit Allowance	1	DLR	\$40,070.00	\$40,070.00	\$40,070.00	\$40,070.00	\$40,070.00	\$40,070.00	\$40,070.00	\$40,070.00	\$40,070.00	\$40,070.00	\$40,070.00	\$40,070.00	\$40,070.00	\$40,070.00
30)	Landscaping Allowance	1	DLR	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
31)	Crew Days	\$900 /DAY		50	\$45,000.00	75	\$67,500.00	30	\$27,000.00	45	\$40,500.00	28	\$25,200.00	60	\$54,000.00	65	\$58,500.00
TOTAL BID AMOUNT				\$803,796.68	\$817,374.00	\$830,445.35	\$871,875.00	\$919,836.25	\$945,543.25	\$991,998.00							

\\ohm\dfs\Corporate\Projects\0126_0165\0132180020_Litchfield_Road_SAD\PM\Bidding\Bid Tab 0132-18-0020 Litchfield Drive SAD Reconstruction.xls]Sheet1

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 28, 2020**

NEW BUSINESS

**ITEM F.4
DPW LAND PURCHASE AGREEMENT
EXTENSION
RESOLUTION #2020-01-28-10**



CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

MEETING DATE: January 28, 2020

ITEM: Real Estate Purchase Agreement Amendment with Phoenix Management Holdings LLC, IV for surplus parcels at the DPW Yard, 46555 Port Street, **Resolution #2020-01-28-10**

PRESENTERS: Supervisor Kurt Heise, Attorney Kevin Bennett

BACKGROUND:

I am seeking your concurrence in the attached Real Estate Purchase Agreement Amendment with Phoenix Management Holdings, LLC, IV, for two surplus parcels at the DPW Yard. The original one-year agreement was approved by the board on December 17, 2018; Phoenix Holdings unilaterally terminated the contract in December 2019, and has agreed to a contract amendment that would extend to August 31, 2020 in order for them to complete their engineering, environmental, wetland, legal, and other due diligence items, which they have been working on for the past year at their own expense. I expect them to be completed with these items before the August 31 date. A representative of Phoenix Holdings will be at our January 28 Board Meeting.

PROPOSED MOTION: I move to adopt **Resolution #2020-01-28-10** authorizing the township supervisor and clerk to sign the Real Estate Purchase Agreement Amendment with Phoenix Management Holdings, LLC, IV, for surplus township parcels located at 46555 Port Street.

Moved by: _____ Seconded by: _____

ROLL CALL:

___ Vorva, ___ Clinton, ___ Curmi, ___ Dempsey, ___ Doroshewitz, ___ Heise, ___ Heitman

**STATE OF MICHIGAN
COUNTY OF WAYNE
CHARTER TOWNSHIP OF PLYMOUTH**

**RESOLUTION TO APPROVE A REAL ESTATE PURCHASE AGREEMENT
AMENDMENT WITH PHOENIX MANAGEMENT HOLDINGS LLC IV FOR
SURPLUS PARCELS AT THE DPW YARD, 46555 PORT STREET, PLYMOUTH**

RESOLUTION #2020-01-28-10

At a regular meeting of the Board of Trustees for the Charter Township of Plymouth (the 'board'), held at Township Hall, 9955 N. Haggerty Road, Plymouth, MI on January 28, 2020, the following resolution was offered:

WHEREAS, The Board of Trustees of the Charter Township of Plymouth has been presented with a Real Estate Purchase Agreement Amendment with Phoenix Management Holdings, LLC, IV for the two surplus parcels located at the Township DPW yard at 46555 Port Street, Plymouth; and,

WHEREAS, the original one-year agreement was approved by the board on December 17, 2018; and,

WHEREAS, Phoenix Holdings unilaterally terminated the contract in December 2019, and has agreed to a contract amendment that would extend to August 31, 2020 in order for them to complete their engineering, environmental, wetland, legal, and other due diligence items, which they have been working on for the past year at their own expense; and,

NOW, THEREFORE, BE IT RESOLVED that the Charter Township of Plymouth Board of Trustees does hereby approve **Resolution #2020-01-28-10** authorizing the township supervisor and clerk to sign the Real Estate Purchase Agreement Amendment with Phoenix Management Holdings, LLC IV, for surplus parcels located at 46555 Port Street.

Moved by: _____ Seconded by: _____

ROLL CALL:

___Vorva, ___Clinton, ___Curmi, ___Dempsey, ___Doroshewitz, ___Heise, ___Heitman

First Addendum to Real Estate Purchase Agreement

This First Addendum ("Addendum") to Real Estate Purchase Agreement ("Agreement") is entered this _____ day of _____ 2020 (the "Effective Date"), by and between Phoenix Management Holdings LLC IV (collectively and referred to herein as the "Buyer") Plymouth Township ("Seller"). The parties collectively referred to herein as the "Parties."

Recitals

WHEREAS, Sellers and Purchaser are parties to a certain Purchase Agreement dated on or about May 22, 2019 to purchase real property at 46555 Port, Plymouth Township a portion of such property having approximately 4.25 acres; and,

WHEREAS, the Parties now wish to extend the deadline set forth in paragraph 5 of the for closing from "within Two Hundred and Thirty (230) days after Buyer's acceptance date" to "August 31, 2020;" and,

WHEREAS, the Parties agree that the remainder of the Purchase Agreement shall remain in effect;

NOW, THEREFORE, BE IT RESOLVED the Parties, in consideration of the mutual promises and covenants contained herein, in addition to other good and valuable consideration, the sufficiency and receipt of which is hereby acknowledged through the Parties' signature hereto, the Parties agree to amend the Purchase Agreement as follows:

The clause in paragraph 5 that reads "within Two Hundred and Thirty (230) days after Buyer's acceptance date" is hereby amended to "August 31, 2020".

Seller:

Purchaser:

By:

By:

Its:

Its:

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 28, 2020**

NEW BUSINESS

**ITEM F.5
2020 - 2024 CONTRACT WITH
DISPATCHER/PSA UNION
RESOLUTION #2020-01-28-11**



CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

MEETING DATE: January 28, 2020

ITEM: Collective Bargaining Agreement with the Police Officers Association of Michigan representing Dispatchers/PSA's, **Resolution #2020-01-28-11**

PRESENTERS: Supervisor Kurt Heise, Chief Tom Tiderington

BACKGROUND:

We are requesting that the board approve the Collective Bargaining Agreement with the Police Officers Association of Michigan, representing our Dispatchers/PSA's, for a term beginning January 1, 2020 and ending December 31, 2024. This agreement has been ratified by the union and the signature page is attached. The entire 'red-lined' agreement is included in your electronic packet, and a hard-copy of that document will be in the clerk's office for public review.

The Uniform Budgeting and Accounting Act requires that a township board prepare a budget amendment as soon as it is apparent that a deviation from the original budget is necessary and the amount can be determined;

It is being requested that the Charter Township of Plymouth Board of Trustees award the agreement by authorizing the finance director to appropriate General Fund's fund balance in the amount of \$26,600 to the employee's applicable wage and fringe benefit expenditure accounts of the Communication Department's amending the FY2020 Adopted Budget.

PROPOSED MOTION: I move to adopt **Resolution #2020-01-28-11** authorizing that the board of trustees approve the Collective Bargaining Agreement with the Police Officers Association of Michigan for a term beginning January 1, 2020, and ending December 31, 2024; and to amend the FY2020 Adopted Budget by authorizing the finance director to appropriate the General Fund's fund balance to the Communication's Wage and other fringe benefit expenditure accounts in the amount of \$26,600, and to authorize the supervisor and clerk to sign same.

Moved by: _____ Seconded by: _____

ROLL CALL:

___ Clinton, ___ Curmi, ___ Dempsey, ___ Doroshewitz, ___ Heise, ___ Heitman, ___ Vorva

**STATE OF MICHIGAN
COUNTY OF WAYNE
CHARTER TOWNSHIP OF PLYMOUTH**

**RESOLUTION TO APPROVE THE COLLECTIVE BARGAINING AGREEMENT
WITH THE POLICE OFFICERS ASSOCIATION OF MICHIGAN REPRESENTING
DISPATCHERS/PSA'S**

RESOLUTION #2020-01-28-11

At a regular meeting of the Board of Trustees for the Charter Township of Plymouth (the 'board'), held at Township Hall, 9955 N. Haggerty Road, Plymouth, MI on January 28, 2020, the following resolution was offered:

WHEREAS, it is requested that the township board approve the Collective Bargaining Agreement with the Police Officers Association of Michigan, representing our Dispatchers/PSA's, for a term beginning January 1, 2020 and ending December 31, 2024; and,

WHEREAS, this agreement has been ratified by the union and the signature page is attached; and,

WHEREAS, The Uniform Budgeting and Accounting Act requires that a township board prepare a budget amendment as soon as it is apparent that a deviation from the original budget is necessary and the amount can be determined; and,

WHEREAS, it is being requested that the Charter Township of Plymouth Board of Trustees award the agreement by authorizing the finance director to appropriate General Fund's fund balance in the amount of \$26,600 to the employee's applicable wage and fringe benefit expenditure accounts of the Communication Department's amending the FY2020 Adopted Budget.

NOW, THEREFORE, BE IT RESOLVED that the Charter Township of Plymouth Board of Trustees does hereby approve **Resolution #2020-01-28-11** authorizing the that the board of trustees approve the Collective Bargaining Agreement with the Police Officers Association of Michigan for a term beginning January 1, 2020, and ending December 31, 2024; and to amendment the FY2020 Adopted Budget by authorizing the finance director to appropriate the General Fund's fund balance to the Communication's Wage and other fringe benefit expenditure accounts in the amount of \$26,600, and to authorize the supervisor and clerk to sign same.

Moved by: _____ Seconded by: _____

ROLL CALL:

___Clinton, ___Curmi, ___Dempsey, ___Doroshewitz, ___Heise, ___Heitman, ___Vorva

AGREEMENT

Between

THE CHARTER TOWNSHIP OF PLYMOUTH

And

POLICE OFFICERS ASSOCIATION OF MICHIGAN
(Dispatchers/PSAs)

Effective: January 1, ~~2019~~2017 through December 31, ~~2024~~2019

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AGREEMENT

This Agreement made and entered into this 23rd day of May, 2019~~2017~~, by and between THE CHARTER TOWNSHIP OF PLYMOUTH (hereinafter referred to as "Employer" or the "Township") and the POLICE OFFICERS ASSOCIATION OF MICHIGAN (POAM) (hereinafter referred to as the "Union") and shall remain in effect through December 31, 2024~~2019~~.

ARTICLE 1~~1~~ PURPOSE AND INTENT

1.1 The purpose of this Agreement is to set forth in writing all of the understandings and agreements reached between the parties regarding wages, hours and working conditions which shall prevail for the duration of this Agreement, and to promote harmonious relations between the parties in order to best serve the interests of the community, improve the services rendered by the Union, and to provide an orderly and equitable means of resolving all future differences which may arise.

ARTICLE 2~~2~~ RECOGNITION

2.1 Pursuant to, and in accordance with, all applicable provisions of Act 336 of the Public Acts of Michigan of 1947, as amended by Act 379 of the Public Acts of 1965, the Employer does hereby recognize the Union as the exclusive representative for the purpose of collective bargaining in respect to rates of pay, hours of employment, and other terms and conditions of employment for all full-time and part-time dispatchers and police service aides (PSAs) in the Plymouth Township Police Department, but excluding the Chief of Police, Deputy Chief of Police, Sergeants or Command Officers, Police Officers and all other Township employees.

ARTICLE 3~~3~~ UNION RIGHTS

3.1 The Employer will not interfere with the rights of the employees to become members of the Union and shall not discriminate against any employee because of membership in the Union.

3.2 A three-person Grievance Committee will be identified by the Union. One member of this Committee shall be afforded reasonable time during regular working hours, without loss of pay, for the processing of grievances and enforcement of this Collective Bargaining Agreement, provided that this does not interfere with or disrupt the operations of the Police Department. The Union shall notify the Township of the names and titles of their representatives within one (1) week after their appointments. No representative will be permitted to act as such until the Township is advised that the person has become a representative.

3.3 Probationary Period. All dispatchers and PSAs shall serve a probationary period of one calendar year from the date he/she commences duties. A probationary dispatcher or PSA serves at the will of the Township and may be terminated with or without cause. At its discretion, the

Township may extend the probationary period for up to an additional six (6) months. Probationary dispatchers and PSAs will be represented by the Union after thirty (30) days of employment for collective bargaining purposes only, and not for any disciplinary or discharge proceedings.

3.4 Dispatch-PSA Reclassification Probationary Period. A dispatcher who has completed the probationary period and is reclassified to PSA status shall serve a reclassification probationary period of six calendar months from the date he/she completes PSA training. If the dispatcher does not successfully complete the reclassification probationary period, he/she shall be returned to dispatcher duties. The decision to return a probationer to dispatcher duties is not grievable. At its discretion, the Township may extend the probationary period for up to an additional six (6) months.

3.5 An officer of the Union, or his designated representative, shall be allowed time off to attend, without pay, the Police Officers Association of Michigan annual convention, subject to manpower requirements of the Township as determined by the Police Chief. Employees may use vacation days or personal days or trade days to attend these conventions.

3.6 The Union, in contract negotiations, may be represented by Union representatives, not to exceed three (3). In addition, in contract negotiations and grievance proceedings, the Union has the right to be represented by counsel and State Union representatives.

3.7 One (1) Union representative shall be allowed to participate in contract negotiations, without loss of pay, if it is during his scheduled work time. If an employee is not on duty during a negotiation session, he will not be paid.

3.8 The Union may, upon approval by the Police Chief, schedule meetings on Police Department premises, which on-duty and/or off-duty employees may attend, provided that there is no interruption in service and at least two officers are available to respond.

3.9 The Township shall make available to the Union one (1) copy of the agenda for each Township Board Meeting prior to the scheduled date of each meeting. The Township will make available, as soon as prepared, following each Township Board Meeting, one (1) copy of the official Minutes of each Township Board Meeting.

3.10 The Township shall provide a suitable bulletin board for the posting of Union notices or other material. Said boards shall be identified with the name of the Union and shall be at least three (3) feet by four (4) feet in size, and the Union may designate persons to be responsible therefore. Notices shall be restricted to the following types:

- A. Notices of Union recreational and social affairs;
- B. Notices of Union elections, appointments and results of Union elections pertaining to employees within the unit;
- C. Notices of Union meetings and educational classes;
- D. In no case shall political, obscene or defamatory printed or written matter be placed on any bulletin board.

3.11 No employee shall engage in political activities of any kind during his working hours.

3.12 Disciplinary Matters.

- A. The accused has the right to have Union representation present during any interviews with the accused.
- B. No employee shall be subject to disciplinary action without just cause.
- C. Levels of Discipline
 - 1. Written record of an oral reprimand issued by a supervisor that remains in the employee's Department file for a period not to exceed one year.
 - 2. Written reprimand issued by a ~~Division Commander~~Communications Supervisor or the Chief of Police.
 - 3. Suspension recommended by the Chief of Police and approved by the Township Supervisor.
 - 4. Discharge from employment to be issued by the Township Supervisor.
- D. A written reprimand will be held for at least one year, at which time the employee may request that it be removed.

ARTICLE ~~4W~~ AGENCY SHOP

4.1 All members of the bargaining unit shall, as a condition of employment, become members of the Union within thirty (30) days of employment or entering or re-entering the bargaining unit or pay a service fee if they choose not to join the Union, pursuant to Article ~~5V~~. The Township, upon receipt of a written notice from the Union that any employee has not paid the required service fee, shall terminate the employment of said employee within thirty (30) days from the date of said notice, unless said employee re-instituted the payments of his service fee prior to the thirty (30) day period. Terminations shall be handled in accordance with Article ~~5V~~.

ARTICLE ~~5V~~ DUES CHECKOFF

5.1 During the life of the Collective Bargaining Agreement, and to the extent the laws of the State of Michigan permit, the Township agrees to deduct from the pay of employees who are Union members, the regular, usual, periodic, and uniform dues of the Union levied in accordance with the Constitution and By-Laws of the Union and which are uniformly required, or, in the alternative, the service fee, provided, however, that the Union shall first present to the Township a certified checkoff list consisting of a statement of the amount of the dues and/or service fees certified by the Treasurer of the Union and written authorization on a suitable form signed by the employee allowing such deductions and payment to the Union at least thirty (30) days prior to the date on

which the dues and/or service fees are to be deducted. The Union shall be fully responsible for the validity and correctness of the certified checkoff list and authorizations and the Union shall indemnify and save the Township harmless against any and all claims, demands, suits or other forms of liability, including attorney fees, that may arise out of or by reason of action taken or not taken to the Township in reliance upon such certified checkoff list of authorization or any actions taken pursuant to this Article. An employee may revoke his authorization for dues or service fee deduction upon sixty (60) days written notice to the Township.

5.2 Dues shall be deducted in equal amounts once a month and shall be remitted to the Treasurer of the Union within thirty (30) days thereafter with a list of the employees from whom dues have been deducted. In cases where a deduction is made that duplicated a payment that an employee already has made to the Union, or where a deduction is not in conformity with the provisions of the Union Constitution and By-Laws, refunds to the employee will be made by the Union.

5.3 An employee shall cease to be subject to checkoff deductions beginning with the month immediately following the month in which he is no longer a member of the bargaining unit.

5.4 The Township shall not be liable to the Union by reason of the requirements of this Collective Bargaining Agreement for the remittance or payment of any sum other than those constituting actual deductions made from wages earned by employees. Deductions shall be made only in accordance with the provisions of this Agreement. The Township shall have no responsibility for the collection of initiation fees, fines, special assessments or any other deduction not in accordance with this provision.

A. The Township shall have no responsibility to collect or deduct for any dues or any other fees or sums deemed to be owed to the Union which occurred or accrued prior to the signing of this Collective Bargaining Agreement.

5.5 Employees who tender the dues or service fee, shall be deemed to meet the conditions of this Article, if they are not more than sixty (60) days in arrears in payment.

5.6 The Union shall accept into membership each employee who becomes eligible to be a member of the collective bargaining unit and who tenders to the Union the periodic dues uniformly required as a condition of acquiring or retaining membership in the Union.

5.7 This Article is effective only to the extent the laws of the State of Michigan permit. In the event that this Article is challenged through the Michigan Employment Relations Commission or other authority, or the courts, and this Article shall be found to violate law, the Union shall be responsible for any loss or damage, including back pay, awarded by the court or other legal authority.

5.8 Whenever the Union requests a payroll deduction of an agency fee and an employee objects, justification for that fee, including specific accounting of the calculation of the fee, as well as a deduction, if any, to be made therefrom concerning political activity, etc., will be provided to the Township and the employee in question by the Union.

5.9 The Union will provide a lawful review and accounting procedure pursuant to this Article for an employee who is contesting dues.

ARTICLE ~~6~~VI MANAGEMENT RIGHTS

6.1 The Township Board, on its own behalf and on behalf of its electors, hereby retains and reserves unto itself and its designated representatives, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and Constitution of the State of Michigan and of the United States. Further, all rights which ordinarily vest in and are exercised by employers, except such as are relinquished herein, are reserved to and remain vested in the Township Board and its designated representatives, including but without limiting the generality of the foregoing, the right:

- A. To manage its affairs efficiently and economically, including the determination of quantity and quality of services to be rendered to the public, the control of equipment to be used, and the discontinuance of any service or method of operation;
- B. To introduce new equipment, methods or processes, change or eliminate existing equipment and institute technological changes, decide on supplies and equipment to be purchased;
- C. To subcontract or purchase the construction of new facilities or the improvement of existing facilities; to subcontract or purchase work processes or services subject to the understanding that if the specific work regularly performed on the effective date of this Collective Bargaining Agreement by bargaining unit employees is to be subcontracted or contracted out and such subcontracting or contracting out of work would cause the layoff or reduction of their positions in the bargaining unit, the Township shall notify the Union, prior to letting the contract, and, if requested in writing by the Union within five (5) business days from the notice, the Township will meet within ten (10) business days from the receipt of the request to negotiate only the effects of any layoffs.
- D. To determine the number, location and type of facilities and installations;
- E. To determine the size of the workforce;
- F. To determine the number of ranks required and the number of persons to service in each rank;
- G. To hire new employees, to assign and lay off employees so long as a layoff is done subject to this Collective Bargaining Agreement;
- H. To permit municipal employees, not included in the bargaining unit, to perform bargaining unit work in emergency situations;

- I. To direct the workforce, to assign the type and location of work assignments and determine the number of employees assigned to operations;
- J. To establish, change, combine or discontinue job classifications;
- K. To determine lunch time, starting and quitting times, and the number of hours to be worked;
- L. To establish work schedules, work standards and the methods, processes and procedures by which such work is to be performed;
- M. To discipline, suspend and discharge employees, subject to this Collective Bargaining Agreement, and to discharge probationary employees without cause at the will of the administration.
- N. To adopt, revise and enforce reasonable Township and departmental rules and regulations and to carry out cost and general improvement programs. The Township shall be required only to notify the Union five (5) business days prior to amending and implementing Police Department rules, regulations, special orders and general orders;
- O. To transfer, promote and demote employees from one classification or shift to another, subject to this Agreement;
- P. To select employees for promotion or transfer to supervisory or other positions and to determine the qualifications and competency of employees to perform the available work, subject to this Agreement;
- Q. To establish training requirements for purposes of maintaining or improving professional skills of employees and for purposes of advancement.

It is agreed that these enumerations of management prerogatives shall not be deemed to exclude other prerogatives not enumerated and, except as specifically abridged, delegated, modified or granted by this Collective Bargaining Agreement, all of the rights, powers and authority the Township had prior to the signing of this Collective Bargaining Agreement are retained by the Township and remain exclusively and without limitation within the rights of the Township.

ARTICLE ~~7~~^{VII} AGREEMENTS AND ORGANIZATIONS

7.1 The Township shall not enter into any agreement with any other labor organization which in any way conflicts with the provisions of this Collective Bargaining Agreement nor with any members of the Union, individually or collectively, in regard to any grievance. Although employees may belong to other organizations, it shall not be required, as a condition of

employment with the Township, nor may any other organization represent any employee or the Union with respect to any of the agreements contained herein.

ARTICLE ~~8~~^{VIII} WAGES AND OTHER BENEFITS

8.1 Full-time dispatchers/PSAs shall be paid in accordance with the wage progression schedule set forth in Exhibit A. Part-time dispatchers shall be paid in accordance with the wage progression schedule set forth in Exhibit B.

The wage progression schedule shall be modified to reflect the following modifications during the life of the Agreement:

<u>Effective Date</u>	<u>Wage Modifications</u>
January 1, 20 20 ¹⁷	2.5% increase
January 1, 20 21 ¹⁸	2.5% increase
January 1, 20 22 ¹⁹	2.5 ³ % increase
January 1, 2023	2.75% increase
January 1, 2024	2.5% increase

8.2 Police Service Aides - The duties of a Police Service Aide shall be established by Department and Township Job Descriptions as well as in Department General Orders and Operating Procedures. The wage rate of a Police Service Aide hired for the position or after present Dispatchers are trained for the position shall be 5% over that of Dispatcher.

8.3 Training Officer. Upon completion of a 1-year probationary period, Certified Training Officers will be paid \$500 to maintain certification and proficiency in the extraordinary, specific duties related to training an evaluating recruit officers; to be paid in Holiday Check for those who were Certified Training Officers during previous calendar year. Certified Training Officers will continue to be compensated one (1) hour for time on duty spent preparing, evaluating, and documenting trainee performance and standards as determined by management.

~~8.48.3~~ After an employee's probationary period has been successfully completed, the Township may compensate the employee at a pay rate higher ~~than then~~ the start rate, but no higher ~~than then~~ the maximum rate, based upon the employee's qualifications and prior work experience. An employee may be awarded one step increase for each full year of prior work experience, up to a maximum of three (3). The employee will still be subject to the probationary guidelines contained in this contract for new hires.

~~8.58.4~~ Shift Differential. All Dispatchers and Police Service Aides shall receive the following shift differential **for regularly scheduled shift assignments:**

Afternoon Shift:	30 ¹⁵ ¢ per hour
Midnight Shift:	50 ³⁰ ¢ per hour

ARTICLE ~~9IX~~ LONGEVITY

9.1 The Employer agrees to grant the following longevity pay to all full-time employees after three years of service~~hired prior to May 28, 2014. This provision shall be retroactive to the first year of this Agreement.~~

- A. Upon completion of five (3) years continuous service, employees will be paid Five Hundred and No/100 (\$500.00) Dollars.
- B. An additional One Hundred~~Fifty~~ and No/100 (\$~~100~~50.00) Dollars per year will be paid to eligible employees for each additional year of service (beyond three (3) years) to a maximum of One Thousand Five Hundred and No/100 (\$~~1,500~~1,000.00) Dollars.
- C. Longevity payments will be made the last pay period of November of each year. An employee must be on the payroll of the Employer on the day when the longevity payment is made in order to receive said payment.

ARTICLE ~~10X~~ OVERTIME

10.1 All dispatchers and PSAs shall be paid overtime at the rate of one and one-half (1 1/2) times their base hourly rate of pay for all hours worked in excess of forty (40) hours per week. All full-time dispatchers and PSAs shall be paid overtime at the rate of one and one-half (1 1/2) times their base hourly rate of pay for all hours worked in excess of eight (8) hours for eight (8) hour shifts and in excess of twelve (12) hours for twelve (12) hour shifts, should the Township utilize a twelve (12) hour day work shift.

10.2 The Township will attempt to reasonably equalize overtime among full-time dispatchers and PSAs by using the following procedures:

- A. Except as otherwise stated in this Article, the Township shall use seniority~~an equalization list~~ to determine the calling order when overtime is necessary. Dispatchers and PSAs shall be listed together on a single seniority~~equalization~~ list. When overtime is required, the person listed on the seniority~~equalization~~ list with the highest seniority~~least number of overtime hours~~, whether a dispatcher or a PSA, will be called first, and so on in descending~~ascending~~ order so that each employee is called until the overtime is filled.
- B. Newly hired full-time dispatchers or PSAs off on training will be placed on the equalization list with a zero balance of hours. On January 1st of each calendar year the equalization list will be zeroed. Until overtime hours are added, dispatchers and PSAs will be called for voluntary overtime based on seniority from highest to lowest.

- C. Where overtime is required with less than 24 hours notice (unscheduled overtime), the use of the oncoming or off-going shift is authorized until the vacancy can be filled with dispatchers or PSAs pursuant to this section.
- D. Where the need for overtime is known over four (4) days (96 hours) in advance, the overtime shall be posted for a minimum of three days (72 hours). The overtime shall then be assigned to the dispatchers or PSAs who signed up for it on the posting and has the highest seniority. The dispatchers or PSAs selected for the overtime shall be provided with at least 24 hours notice before the start of the overtime.
- E. If an insufficient number of dispatchers or PSAs are available for an overtime situation in accordance with the above procedures, the dispatcher or PSA with the lowest number of overtime hours from the equalization chart shall be ordered to work the overtime. The need to call in a supervisor for overtime shall be subject to the discretion of the Chief of Police or his designee.
- F. Notwithstanding Section 10.2e, above, if an insufficient number of dispatchers or PSAs are available for an overtime situation in accordance with the above procedures on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day or Christmas Day, the dispatcher or PSA with the lowest seniority shall be ordered to work the overtime on those holidays.
- G. Effective January 1, 2020, employees with at least 1 year of service as of January 1 of that year, will be entitled to use an opt-out day pursuant to the following schedule, to allow the employee to be by-passed on the overtime chart for that day:

<u>Length of Service</u>	<u>Number of Opt-Out Days</u>
1-55-95-9 years	1
More than 540 10 years	2

Only one bargaining unit member may use their opt-out day per overtime shift, meaning that once an employee has utilized their opt-out, the next person on the list will be required to work the overtime shift.

The opt-out day cannot be used on any of the 6 holidays listed in Section f, above. Opt-out days cannot be carried over from year to year.

- H. When determining which employee has the "lowest number of overtime hours from the equalization list," if 2 or more dispatchers/PSAs have the exact same number of hours worked, the least senior dispatcher(s)/PSA(s) will be ordered to work the overtime.
- I. No dispatcher or PSA will be required to work 16-hour shifts consecutively. Any dispatcher who is already working on overtime shall not be ordered to work the next contiguous shift in an overtime capacity.

- J. No dispatcher or PSA can be ordered to work via text message, electronic mail message or answering machine message. If contact is NOT directly made during the call process utilizing the equalization chart, the next person with the least amount of overtime hours worked shall be called and so on down the remaining list of employees on the chart.
- K. The procedures in A. through J. will not apply in an emergency.
- L. Leave days when taken in conjunction with vacation and/or personal days shall be considered as vacation days for overtime call-in purposes.

10.3 In the event that there is an error by management in offering overtime, such error shall be corrected only by offering that amount of hours to the aggrieved dispatcher or PSA to be worked before the end of the next pay period. Payment of overtime for hours not worked shall not be allowed to correct an error.

The equalization chart utilized pursuant to the above provisions will be:

- A. The responsibility of the Union Representative to update.
- B. Updated bi-weekly in conjunction with the bi-weekly payroll report.
- C. Located in the Schedule Book and on the Union Board located in Dispatch.

Management/Command will not be held responsible for any errors that occur because of erroneous information on the equalization chart.

10.4 Any dispatcher or PSA called in to work during non-scheduled working hours shall be guaranteed a minimum of two (2) hours of work at his/her overtime rate.

10.5 A dispatcher or PSA will receive compensation for unscheduled overtime commencing at the time he/she reports for duty. In the event that dispatcher or PSA is called to perform unscheduled overtime and ordered to report directly to the scene of an incident, then the employee will receive compensation from the time he or she receives the call ordering him or her to report.

10.6 Overtime pay shall not be pyramided, compounded or paid twice for the same hours worked.

10.7 Compensatory Time. A dispatcher or PSA who works overtime will have the option of receiving compensatory time off in lieu of monetary compensation for overtime. Compensatory time shall accumulate at the rate of an hour and one-half for each unpaid hour of overtime worked.

Each dispatcher or PSA may accrue up to eighty (80) hours of compensatory time. Dispatchers or PSAs will receive monetary compensation for any subsequent overtime hours worked until the number of accrued hours of compensatory time falls below the limit.

Compensatory time can be used by the dispatcher or PSA subject to the operational needs and requirements of the Police Department. Compensatory time that is approved five days in advance of the requested time cannot be cancelled (not to include emergency situations). Requests for use of compensatory time shall be approved or denied within 24 hours of receipt by the Patrol Commander. Compensatory time is approved or denied on a first come basis. Upon termination of employment, officers will be paid for all unused compensatory time at the dispatcher's or PSA's regular rate of pay upon termination.

10.8. Training on Leave Days

- A. If training on a leave day is scheduled for less than 8 hours, the employee will receive, at his/her choice, overtime pay or compensatory time.
- B. If the training on a leave day is scheduled to last 8 hours, the employee will receive credit for one adjusted 8 hour leave day, to be taken with approval of management or paid in overtime at the employee's option.

Training on Work Days:

- A. If the training is scheduled for less than 8 hours, upon completion, the employee will be required to return to the department and work the duration of his/her normal shift.
- B. If the training is scheduled to last 8 hours or more, the training will fulfill the employees 8 hour Work Day. The employee will be paid overtime for all hours in excess of 8.

ARTICLE ~~11~~ PROMOTION - DISPATCHER/PSAs

11.1 Dispatch Promotions. All promotions from part-time dispatcher to full-time dispatcher and from part-time PSA to full-time PSA shall be made on the basis of a competitive examination. The Chief will make his selection for promotion from the top three highest ranking candidates who have passed the examination.

11.2 If no part-time dispatchers or part-time PSAs pass the examination, the Chief may go to an outside source to fill the vacancy.

11.3 The competitive examination may be an oral examination.

11.4 Candidates will undergo and successfully complete a physical examination.

11.5 Should the Township determine to fill the position of Communication Supervisor, consideration will be given to bargaining unit members in the selection process. However, the Township reserves the right to hire from outside the bargaining unit if no employee is qualified to fill the vacancy or if no bids are received from employees in the bargaining unit. Employees

promoted into the position shall not be in the bargaining unit, but shall retain their current defined benefit and shall remain part of the Dispatch MERS group.

ARTICLE ~~12XII~~ HOURS OF WORK- DISPATCHER/PSAs

12.1 The regular work week shall be defined as beginning 12:00 a.m. Monday and ending at 11:59 p.m. Sunday.

12.2 The Chief of Police shall establish each dispatcher's or PSA's start and finish times for each workday. A monthly work schedule shall be posted which shall give each dispatcher or PSA his/her job assignments for that month, including the start and finish times for each dispatcher's or PSA's work period. The Township will make every effort to schedule full-time personnel to "regular hours," consistent with personnel needs and the demands of the Department.

12.3 The Employer reserves the right to deviate from work schedules in cases of emergency. Emergency includes the need to have manpower to perform the required tasks in the department.

12.4 Work Schedules, Assignments, Work Hours, and Leave Days-The Department work schedule shall be posted thirty (30) days in advance of the beginning of the scheduled work period.

12.5 Lunch and Break Periods. All employees who work a shift of four (4) hours or more, but less than eight (8) hours, shall be permitted necessary time for lunch, not to exceed thirty (30) minutes. In addition, employees shall have an additional fifteen (15) minute break for every four (4) hours worked. Should an employee be required to work additional hours or report early, thereby extending his/her scheduled work shift to sixteen (16) hours, the employee is entitled to another lunch period during the additional hours worked.

Break and meal periods may not be grouped together for an extended break/meal. Normally, breaks will not be taken within one (1) hour of starting or ending a shift. All lunches and breaks shall be subject to the Police Department's ability to call the employee back to duty.

12.6 An employee shall not work more than sixteen (16) hours in a twenty-four (24) hour period which begins at the time the employee starts working.

- A. Court time is exempt.
- B. Training is not exempt.
- C. The 16 hour rule shall not apply to emergency situations.
- D. Staffing is not to be considered an emergency.

12.7 Time Conversion. For the purposes of this Agreement, all references in the Collective Bargaining Agreement as to days off will be converted to hours. This includes vacation time,

personal business days, bereavement days and sick days. All vacation time and sick time shall be accrued in hours.

ARTICLE ~~13~~^{XIII} SHIFT ASSIGNMENT

13.1 Probationary employees cannot select shifts and are assigned to shifts at the sole discretion of management.

13.2 Full-time, non-probationary employees will be allowed to bid the shift and platoon of their choice by seniority each bump period. Bump periods shall be at least once per year, but not more than three per year. As close as possible, each bump period length shall be equal.

13.3 Management shall only move employees from their chosen shift to assure that staffing is balanced among the shifts to perform the needed duties and cover the needed services.

13.4 Management will set the number of dispatcher/PSAs needed per shift and post the shift bid 60 days prior to the new schedule being implemented.

13.5 Whenever two or more employees have the same seniority date, preferences will be decided by lot and this determination will be utilized where necessary in any provision of this agreement and this determination shall be final.

13.6 ASSIGNMENTS – The Township retains the right to approve or deny an employee's request for time off and to reassign employees.

ARTICLE ~~14~~^{XIV} TRADING OF DAYS

14.1 Trading of days may be allowed for full-time employees, subject to the approval of the Chief of Police. The Chief of Police has discretion to refuse days only if a trade affects needed skills and coverage.

- A. The Chief of Police will be notified at least twenty-four (24) hours prior to the trade.
- B. The employee offering to make a trade will be responsible for the shift coverage in the event the employee accepting the offer to trade fails to show for any reason. If the employee agreeing to work for another fails to show for any reason, that employee will be charged (time in hours agreed to work for the trade will be removed from the accepting employee's sick bank) with the absence and shall not be approved to trade days in the future. This prohibition on trading may be reconsidered by the Chief of Police after a period of one (1) year~~six (6) months~~.

1. If the accepting employee is unable to fulfill the trade, and it is within 72 hours of the trade day, it is the responsibility of the accepting employee to arrange for staffing during that shift.

2. If the accepting employee is unable to fill the shift, the accepting employee shall not be approved to trade days in the future, The prohibition on trading days may be reconsidered by the Chief of Police after a period of one (1) year.

- C. The Township shall pay no additional overtime as a result of the trade.
- D. Unless otherwise approved by the Police Chief, time may be traded in increments of no fewer than four (4) hours, with twenty-four (24) hours advance written approval by the Police Chief. The twenty-four (24) hour period may be waived in emergency situations by prior or subsequent written approval by the Police Chief.
- E. Employees are required to keep track of their own trade time and employees, not the Township, are responsible to repay time and to see that time is repaid. The party who agrees to work for another party is hereby responsible for the fulfillment of all duties and responsibilities as though the employee was regularly scheduled to work on that given day.

ARTICLE ~~15XV~~ HOLIDAYS

15.1 The following calendar days, or calendar day customarily celebrated in lieu thereof, shall be holidays for the purpose of this Collective Bargaining Agreement. This provision is effective from the date of the signing of this Agreement forward.

New Year's Day	Veteran's Day (November 11th)
Martin Luther King, Jr. Day	Thanksgiving Day
Presidents Day	Day after Thanksgiving
Good Friday (1/2-day)	Christmas Eve
Memorial Day	Christmas Day
Independence Day	New Year's Eve
Labor Day	

15.2 Holiday pay for employees will be paid at the rate of one eight (8) hour day's pay (8 hours at the employee's regular hourly rate) for each holiday (12.5 x 1 day's pay). Holiday pay will be paid to an employee regardless of whether s/he works the holiday or not. If an employee works a holiday, s/he will only receive regular pay in addition to this holiday allowance, which will be paid in one lump sum by the last week of November reduced by the health care contribution referenced below in Article 30.2(B)(4). For those employees who are hired or who are terminated during a calendar year, the number of holidays paid will be pro-rated based on the number of holidays falling within the period that the employee worked.

15.3 Part-time employees shall be compensated only for holidays actually worked at a rate of two times their regular hourly rate for actual hours worked.

15.4 Holiday Pay - Part Time Dispatcher/PSAs.

- A. Part-time employees working midnights, the majority of whose shift falls on the holiday, shall be paid at double time rate for all eight hours. Conversely, no premium pay shall be paid to part-time dispatcher/PSAs who work the last hour of the holiday as part of the next day's shift.

15.5 Employees who are scheduled and work on six holidays shall receive time and one-half the regular rate, based upon a 2,080 hour work year, for working those holidays. These days are New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas Day.

ARTICLE ~~16~~^{XVI} VACATION

16.1 Each full-time employee shall earn credit toward a vacation with pay in accordance with the following schedule.

16.2 Vacation length is determined by continuous service with Plymouth Township as a full-time employee and shall be prorated from the date of hire. Upon becoming a full time employee, dispatchers or PSAs who performed part-time communications and dispatching duties will be allowed to have their hours worked as a part-time dispatcher or PSA count for purposes of determining vacation monthly rate of accrual benefits only, in accordance with the ratio of 2,080 hours equals one (1) year.

16.3 Method of earning:

- A. Date of hire to less than five years of service = 1 day a month accrual (maximum 12 days).
- B. Five to less than ten years of service = 1-1/2 days a month accrual (maximum 18 days).
- C. Ten to less than fifteen years of service = 2 days a month accrual (maximum 24 days).
- D. Fifteen to less than twenty years of service = 2.08 days a month accrual (maximum 25 days).
- E. Twenty years of service or more = 2.17 days a month accrual (maximum 26 days).

16.4 Credit will be earned for only those months in which an employee works at least eighteen (18) eight (8) hour days [twelve (12) hour days during the time a twelve (12) hour shift is in effect]. Time spent on a scheduled vacation, while on the active roll, will be considered as time worked for computing credits. Time spent on a disability absence due to a worker's compensation compensable injury or approved sick leave, approved personal days, bereavement and court time will be considered time worked, provided the employee works three (3) months during the calendar year in which credit is earned.

16.5 New employees shall not be permitted to take a vacation until they complete six (6) months of service.

16.6 A full-time employee who is on a disability absence for a complete calendar year and who returns to work in the year following a year of disability absence, shall be entitled to the number of days of vacation time he earned in the year immediately prior to his disability, provided he has not used or received pay for such vacation.

16.7 Each employee shall select their vacation period independently of the others by seniority. No more than two (2) full-time dispatchers and/or PSAs can be on vacation at the same time, except with the approval of management.

16.8 Vacation periods shall be bid by employees by seniority within each classification. This will be accomplished as follows: Bids for vacation periods shall be submitted prior to January 31st of each year. Bidding will be for a minimum of five (5) consecutive days or more at a time. After each member has made his/her first selection, the bidding will start at the top again and continue down the seniority list. This bidding will continue until all employees have bid their respective amounts of vacation time. The maximum to be scheduled at any one time is at the discretion of management.

16.9 Short-term vacation periods. Up to seven (7) vacation days can be taken in less than five (5) day increments. Selection of short-term vacations shall be made after all employees have had an opportunity to make their long-term five (5) consecutive days or more vacation selections (see the previous paragraph). Selection of short-term vacations shall be on a first- come, first-serve basis.

16.10 Vacation carry over. If employees are unable to utilize their vacation time during the year due to the actions of management, employees shall be allowed to carryover those days they were unable to utilize due to management's actions. In addition, employees may, at the discretion of the Chief of Police, carry up to ten (10) days of vacation for up to six (6) months beyond December 31st of each calendar year. Any time carried over for either of the above reasons must be used prior to separation from employment. If the employee does not use their vacation within the six (6) month carry-over time period or prior to separation from employment, whichever is earlier, their vacation time will be forfeited.

16.11 Upon termination of employment, employees shall be entitled to receive_ compensation equal to the number of unused vacation days at the employee's prevailing basic salary rate.

ARTICLE ~~17~~^{XVII} PERSONAL BUSINESS DAYS

17.1 A full-time employee may utilize two (2) days during the calendar year for personal business reasons with forty-eight (48) hours notice, or less with approval of the Chief of Police. Personal days are not earned and not paid for if an employee leaves employment or becomes a part-time employee.

17.2 Except with the approval of the Chief of Police, personal business days may not be used the day prior to, the day of, or the day after a paid holiday or in conjunction with a vacation.

17.3 Personal business days may be used in increments of not less than one-half day (i.e., in increments of four (4) hours during eight (8) hour shifts; six (6) hours during twelve (12) hour shifts).

17.4 Personal business days are not charged against sick leave or annual leave, are not accumulated from one year to the next, and if not used, are lost.

17.5 Personal business days are available after completion of a new employee's probationary period.

17.6 If, during the term of this contract, a Township Act 312-eligible police bargaining unit negotiates or is awarded through Act 312 a greater number of personal business days, the dispatch unit shall receive the same improvement.

ARTICLE ~~18~~XVIII SENIORITY

18.1 A full time employee acquires seniority through continuous service with the Department from his/her last date of hire. Seniority shall commence only after the employee has completed his/her probationary period, but upon completion of the probationary period, seniority shall revert back to the last date of hire into the department. When the employee acquires seniority, his/her name shall be placed on the seniority list in the order of his/her seniority date.

18.2 Part-time employees shall earn seniority based on the number of hours worked. Two thousand eighty (2,080) hours equals one year of seniority. Forty (40) hours equals one week of seniority.

18.3 An up-to-date seniority list shall be furnished to the Union every six (6) months and shall initially conform to the list attached hereto as Exhibit C.

18.4 An employee's seniority and employment shall terminate for the following reasons:

- A. If the employee resigns or retires;
- B. If the employee is discharged and not reinstated;
- C. If the employee is absent for three (3) working days without properly notifying the Employer, unless otherwise excused;
- D. If the employee does not return to work at the end of an approved leave without a reasonable and valid excuse;

- E. If the employee does not return to work within seven (7) calendar days following recall from a layoff.

ARTICLE ~~19~~^{XIV} SICK LEAVE

19.1 All full time employees on the payroll the first day of the month shall earn one (1) day sick time leave for each such calendar month that he/she worked at least eighteen (18) work days. (For purposes of this Article only, annual leave, sick leave, personal business days and holidays taken shall be considered days worked.) All unused sick hours shall remain in a sick time accumulation bank. If an employee is off due to illness or injury, he/she shall have any available sick days deducted from his/her sick time accumulation bank for all time missed due to illness or injury.

19.2 All days over sixty (60) days on January 1st of each year shall be paid off in accordance with the following formula:

- A. One-half (1/2) of each excess sick day will be paid for at the daily rate, as of December 31st of the preceding year.
- B. The other one-half (1/2) of each excess sick day will be credited to the individual employee's Sick Leave Supplemental Bank (see paragraph 19.11).

19.3 Sick leave time is an authorized absence for an employee's injury or illness with the following exceptions:

- A. No employee shall be charged with a sick day if the absence of a work day is due to injury sustained on or in the line of duty or the performance of his job.
- B. No employee shall be charged with a sick day if absence of a work day is due to a death in the family as outlined in Article ~~20~~^{XX}.

19.4 When more than two (2) consecutive sick leave days are taken, a doctor's slip is required prior to the starting time of the next duty day back to work.

19.5 Effective January 2021, Any non-probationary officer whose accrued sick leave bank shall that falls below 640 hours shall, within 24 hours after his/her return to duty, may be required by management to provide a doctor's return-to-work certificate prior to his/her return to duty.

- A. Doctor's certificates must be signed by a licensed physician/physician's assistant on an official, printed business form or letterhead.
- B. Doctor's certificates must include the date on which the employee was examined, date(s) on which the employee was unable to work for medical reasons, and date on which the employee may return to work.

19.6 Employees are entitled to use of sick leave for scheduled doctor's appointments, provided that following the use of such sick leave, the employee utilizing sick leave must present a doctor's slip prior to the starting time of the next duty day back to work. The doctor's slip must include the date and time of appointment.

19.76 Improper use of sick leave shall result in disciplinary action.

19.87 Upon termination of employment, dispatchers or PSAs shall be paid at the rate of 100% of their then-prevailing daily rate for all days in their sick time accumulation banks on the date of termination up to sixty (60) days maximum.

19.98 The Employer shall provide a long-term disability benefit consistent with Article ~~30XXX~~, Section 30.4. Employees who participate in the Defined Benefit Plan who have received disability pay for one consecutive year shall no longer be entitled to disability insurance unless the employee applies for, and is denied, through no fault of the employee, a disability retirement from the Municipal Employees Retirement System (MERS). To continue receiving disability benefits after one year, the employee must have initiated the application process no later than ten (10) months after the first date of disability and the employee must produce all requested documents to MERS in a timely fashion. Employees whose application is accepted by MERS will continue to receive disability benefits through the effective date of MERS disability retirement.

19.109 Employees who have used up all FMLA time and who have exhausted all available sick leave, paid vacation, and personal leave may request and shall be granted an unpaid leave of absence without benefits. The maximum length of such unpaid leave shall be one (1) year, which shall commence on the date that the unpaid leave is granted.

19.1140 Those members of the unit who have utilized three (3) or less sick days per year will be awarded one (1) bonus vacation day per year under the terms of the Agreement.

Vacation bonus days that are not used in the year succeeding their accrual are lost and have no cash value. Use of this benefit time shall be treated as under the requirements of Article 16, except that the bonus vacation day cannot be used if it would force the department to utilize another employee on overtime unless approved by the Police Chief.

The employer will be responsible for keeping a separate bank to track bonus vacation time.

19.1244 Sick Leave Supplemental Bank. In addition to the sick leave accumulation covered in this Article, all dispatchers or PSAs on the payroll the first day of each month shall earn an additional eight (8) hours per month which shall remain in a supplemental sick leave bank.

A. The supplemental sick bank is to be used only if:

1. The dispatcher or PSA has exhausted all of his or her regular sick time accumulation bank hours; and

2. The dispatcher or PSA suffers an illness or injury that causes the dispatcher or PSA to be absent from work for at least thirty (30) calendar days; and
 3. The dispatcher or PSA has no other benefit (paid time) to cover the period of time between the onset of the illness or INJURY AND THE COMMENCEMENT OF DISABILITY insurance benefits [i.e., the current sixty (60) calendar day long-term disability benefit elimination period]. Once a person meets the LTD benefit elimination period, that person must utilize the LTD benefit and may not utilize any other supplemental sick time benefits; nor may a Dispatcher or PSA supplement LTD coverage through the use of these benefits.
- B. The supplemental sick bank is in the nature of a supplemental short-term disability benefit and is to be utilized only for illness or injury. Therefore, the supplemental sick bank has no cash value either at the end of the year, or at termination, or retirement.
 - C. Maximum accumulation is four hundred fifty-six (456) hours of supplemental sick leave for supplemental hours earned on a monthly basis. (Hours put into the Supplemental Sick Leave Bank, as a result of the annual excess sick leave buy back program (paragraph 19.2 (B), shall be maintained in a separate account and shall not have a maximum accumulation limitation.)
 - D. This benefit is not transferable.

ARTICLE ~~20XX~~ BEREAVEMENT LEAVE

20.1 In the event of a death in the employee's immediate family, that is, his/her spouse, child, those with whom he/she is in the position of loco parentis, parents, step-parent, brother, sister, mother-in-law, father-in-law, brother-in-law, sister-in-law, grandparents, or grandparents-in-law the employee shall be excused, without loss of basic salary and fringe benefits, for a period of three (3) consecutive days commencing on a day and time chosen by the employee, provided that one (1) of the days of this period is the date of the service of said deceased. For purposes of this section, the term "child" shall include natural born children, as well as stepchildren and grandchildren residing in the employee's home.

20.2 For the death of the employee's aunt, uncle, niece, nephew, brother-in-law, sister-in-law, daughter-in-law or son-in-law an employee may, upon request, use one (1) day from their sick leave bank.

20.3 Part-time employees will be given at least three (3) days off without pay pursuant to this Article.

20.4 Leave time may be up to five (5) days if the funeral service is more than five hundred (500) miles from the Township.

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ARTICLE ~~21XXI~~
JURY DUTY

21.1 All fees paid to the employee for a duty day will be turned over to the Township.

21.2 The Township will pay a full-time employee for days served on the jury on all of the regularly scheduled work days. An employee serving a full day of jury duty will not have to work their scheduled shift.

21.3 The employee will report back to complete the shift on which he was working after serving on the jury unless he must report back to the Court on the following day. In either circumstance, the employee will notify the officer in charge as to his disposition.

ARTICLE ~~22XXII~~
UNIFORMS

22.1 Police Service Aides and Dispatcher uniform items will be furnished in accordance with Departmental Rules and Regulations.

22.2 The Employee must turn in all uniform items furnished upon termination or separation prior to issuance of final paycheck.

ARTICLE ~~23XXIII~~
MILEAGE

23.1 When an employee is required to use his/her personal automobile for police department business, other than driving to and from work, reimbursement will be made pursuant to the general reimbursement policy for Township employees.

ARTICLE ~~24XXIV~~
PERSONAL EFFECTS

24.1 The Township will reimburse employees for damage to glasses, briefcases or other reasonable personal effects, shown to be damaged in the course of duty, at the sole determination of the Police Chief.

ARTICLE ~~25XXV~~
COURT TIME

25.1 All court time for which an employee attends while off duty must be approved in writing prior to the court time by the Patrol Commander or designee. A minimum of three (3) hours will be paid for court time. Employees must attend court when required.

ARTICLE ~~26XXVI~~
LAYOFF

26.1 Dispatcher and Police Service Aides. Layoff shall mean the separation of a dispatcher/PSA from the active workforce. Layoff shall be determined by seniority, least senior employee laid off first. Laid off employees shall be recalled in accordance with their seniority, the most senior laid off employee being recalled first. All notices shall be sent by certified mail to the last-known address of the laid off employee. If an employee is laid off for more than two (2) years.

26.2 The Personnel Department shall give written notice to the Union and to those dispatcher/PSAs who are affected, of any proposed layoff and/or recall. Such notice shall be provided at least thirty (30) days before the effective date thereof.

ARTICLE ~~27XXVII~~
NO-STRIKE CLAUSE

27.1 During the life of this Collective Bargaining Agreement, the Union shall not cause its members to cause nor shall any member of the Union take part in any sit-down, stay-in or slow-down, curtailment of work, restriction of work or interference with the operations of the Township. The Union shall not cause nor shall any member of the Union take part in any strike or stoppage of any of the Township's operations during the life of this Collective Bargaining Agreement.

27.2 The Union agrees it will take prompt, affirmative action to prevent or stop unauthorized strikes, work stoppages, slow-downs of work, or work interference of any kind by notifying the employees that it disavows these acts. The Union further agrees that the Township shall have the right to discipline (including discharge) any or all employees who violate this Article and such action shall not be subject to the Grievance Procedure or arbitration provision of this Collective Bargaining Agreement. In addition, the Township shall have the right to obtain injunctive relief in any court of competent jurisdiction and/or it shall have the right to terminate this Collective Bargaining Agreement by notice, in writing to the Union, in addition to any other remedies it may have.

27.3 The officers of the local shall take prompt, affirmative action to try to prevent any wildcat strike, work stoppage, slow-down of work, or work interference of any kind.

ARTICLE ~~28XXVIII~~
MISCELLANEOUS

28.1 Copies of Contracts. The Township agrees to provide access to the Agreement to each bargaining unit member on the Township intranet.

28.2 Copies of Benefit Hour Reports. Bargaining unit members will have access to benefit hours usage information on the Enterprise time system.

ARTICLE ~~29~~XXIX

TUITION REIMBURSEMENT

29.1 The Charter Township of Plymouth will reimburse a full-time employee for the cost of tuition, fees, and books for continuing education classes up to a maximum of \$3,000 for dispatch or PSA per calendar year, provided the employee receives a "C" average for such coursework.

In order to be considered for reimbursement, the employee must be accepted for enrollment by an accredited institution and must provide a copy of the class or program description to the Police Chief prior to registration for the purpose of notification, utilizing the Authorization Request for Tuition Reimbursement form. Payment to the educational institution is to be made by the employee, and will be reimbursed by the Township at the end of the semester upon presentation of a payment receipt and evidence of a satisfactory passing of the class or a grade of "C" or better.

Courses must be scheduled during other than normal working hours. Trading of time may be utilized for this purpose, provided such trading does not cost the employer any additional overtime. No course work shall be performed during working hours unless approved by the Chief of Police.

An employee who is terminated or quits/resigns from Township employment within three (3) years of receipt of reimbursement under this Article must repay the Township all funds received under this program for the employee's education benefit. The Township may deduct the amount of any such refund from any wages or termination payments due to the employee from the Township.

ARTICLE ~~30~~XXX

INSURANCE - DISPATCHER/PSAs

30.1 GENERAL

The Employer reserves the right to select or change insurance carriers, to be a self-insurer, either wholly or partially, and to choose the administrator of its insurance programs, as long as similar benefits are provided.

30.2 HOSPITALIZATION, DENTAL AND VISION COVERAGE

- A. The Employer shall continue to maintain the current health, dental, and optical insurance for regular full-time employees at the Employer's expense, subject to the provisions of Paragraph B (below). Dental coverage (no orthodontic coverage) shall include a maximum \$1,000.00 per person per contract year. Coverage under this provision that is changed from the previous collective bargaining agreement shall be effective as soon as practicable after ratification of this Agreement. Insurance benefit plans presently available are BCN- HMO, BCBS- PPO, Ameritas-Dental ~~Delta Dental~~, and EyeMed ~~Vision~~ National Vision Administrators.
- B. Employee health insurance programs are subject to the following:

1. The Employer shall pay the full cost of coverage for BCN ~~to~~ HMO as detailed in Exhibit E- Active and Exhibit F - Retiree, less any employee premium sharing required by 30.2(B)(4). Employees choosing the PPO shall pay the difference in cost between the HMO and the PPO, in addition to any premium sharing required by 30.2(B)(4). Payments shall be made by means of payroll deduction spread evenly over each payroll period.
2. Prescription coverage shall ~~be an~~ reflect the carrier's open formulary plan with a co-pay of \$10.00 for generic pharmaceuticals, \$20.00 for preferred brand name pharmaceuticals and \$40.00 for non-preferred brand name pharmaceuticals. Employees will continue to pay the additional costs as described above when the insured or his or her physician insists on a brand name drug when the generic equivalent is available. In those cases when a generic equivalent is available, but an insured or his or her physician insists on a brand name drug in lieu of the available generic equivalent, the employee shall be responsible for any additional cost of the brand name drug in excess of the generic equivalent to the extent not paid by the plan, over and above the applicable \$20.00 or \$40.00 co-pay.
3. Office visit co-pay: \$30 for all plans.
ER Co-pay: \$100 for all plans.
UC Co-pay: \$35 for all plans.
4. Insurance Premium Sharing as follows:

Employees shall contribute 20% of the total costs of Township-provided health insurance by way of payroll deduction spread evenly over each payroll period. If the Township is unable to deduct the employee contribution through payroll deduction because the employee has not earned wages during a given payroll period, the employee will pay the Township directly for any premium costs that the Township was unable to deduct.
5. The plan shall include a \$3000/\$6000 annual individual/family in-network deductible, with such deductible to be paid in full by the Township.
6. The Township will no longer reimburse the emergency room charge associated with the Township's HMO health insurance program.
7. The Employer will provide open enrollment on an annual basis.
8. The Employer's flexible benefit plan established as part of Section 125 of the Internal Revenue Code shall be available for utilization by members of the bargaining unit. Administration and limitations of this Plan shall be

determined by the Township and as otherwise required by federal law or regulation.

9. Unit members who wish to waive medical benefits must complete a Waiver of Medical Benefits form and submit it to Human Resources. Waiver of medical benefits shall remain in effect from coverage year to coverage year unless revoked by the employee, in writing, during a subsequent open enrollment period or as otherwise provided in this Agreement. As a condition of waiver of medical benefits, the employee must submit a letter to Human Resources certifying that the employee and the employee's dependents will be covered under a health insurance plan. Said certification must be provided to Human Resources each year in order to maintain waiver of benefits.
 - a.) In the event a unit member's outside insurance coverage is terminated for any reason, he/she shall promptly notify the Township, which will endeavor to enroll the employee and the employee's eligible dependents in a Township-sponsored medical benefits plan at the earliest possible date allowed by the chosen insurance carrier. However, notification and subsequent enrollment in the Township plan due to loss of outside coverage cannot exceed 30 days from the date of loss. In the meantime, the unit member shall exercise the COBRA and/or conversion policy rights under his/her spouse's plan (if applicable) until the unit member enrolls in a Township-sponsored plan.
 - b.) Union members who waive medical benefits will be entitled to a taxable cash benefit of \$50.00 per pay period, or \$150.00 per pay period provided at least seven (7) bargaining unit members (from patrol and dispatch/PSA combined) opt out. The Employer will determine the applicable amount of the opt-out payment once each year after open enrollment. The amount of such payment will be guaranteed for a one-year period. Effective following ratification of this Agreement, Union members who waive medical benefits will be entitled to a taxable cash benefit of \$150.00 per pay period, regardless of the number of bargaining unit members who opt out.
 - c.) In the event of any conflict between the payment-in-lieu policy and the terms of any applicable health, dental or optical insurance plan or policy, the terms of the insurance plan or policy shall be controlling.
10. The Union agrees to employee participation in a Township-sponsored cafeteria benefits plan, should one become available, on or after July 1, 1993.

30.3 LIFE INSURANCE

The Township shall provide full-time employees with \$50,000.00 term life insurance coverage. The Township shall provide a \$15,000.00 life insurance policy for part-time employees.

30.4 LONG-TERM DISABILITY INSURANCE

The Township will provide long-term disability insurance with a sixty (60) day elimination period at 66-2/3% benefit level benefit level up to a maximum benefit of \$5,000 per month.

30.5 LIABILITY INSURANCE

The Township will continue to provide liability insurance, such as through Michigan Municipal Risk Management Authority.

30.6 EFFECTIVE DATE FOR NEW HIRES

For new employees, health insurance benefits will be provided ~~the month following 60 days of continuous employment, but no later than 90 days of employment immediately on the first day of employment. Enrollment for the benefits must be completed with 30 days from the date of employment or initial enrollment rights will be forfeited.~~

30.7 RETIREE HEALTH CARE

Subject to Sections A, B, C, D, and E, below, the Township will provide retirees who have at least twenty-five (25) years of full-time service in the Plymouth Township Police Department (see Appendix D for full-time years of service), ~~and who are at least 55 years of age at the time the employee retires from the Department,~~ and their spouses, with health insurance comparable to that provided full-time employees, including dental, optical and prescription drug riders, provided that benefits are coordinated with Medicare, Medicaid, and other benefits provided by subsequent employers or spousal employers. Upon retirement and eligibility, Medicare shall be the primary insurer. At the time of retirement, eligible retirees and their spouses shall have the option to select health insurance coverage under the HMO or PPO provided by the Township. Employees choosing the PPO shall pay the difference in cost between the HMO and the PPO, in addition to any premium sharing required by 30.7.A. Retirees shall be eligible for dependent coverage upon retirement provided that the retiree shall be required to pay the full cost for such coverage.

A. Retiree Premium Sharing

Employees who retire shall contribute 20% of the costs of Township-provided health insurance. The retiree contribution shall be paid directly to the Township prior to the start of the benefit plan year each year of retirement and must continue to be made in every year until the retiree reaches eligibility for Medicare coverage. Upon attainment of Medicare eligibility, retirees will receive the benefit specified in Section B, below, without premium sharing.

B. Coverage upon eligibility for Medicare

1. Retired Employee Becomes Medicare Eligible.

When a retiree and his/her spouse both become Medicare-eligible or when a retiree without a spouse becomes Medicare-eligible, in lieu of retiree health insurance the Township will provide an annual reimbursable amount not to be rolled over from year to year of \$1,500.00 for single and \$3,000.00 for a couple into a health reimbursable account which may be used for all medical expenses allowed under law. This payment shall be pro-rated in the calendar year when the payment first begins with the \$1,500.00/\$3,000.00 payment being based on a full calendar year.

2. Spouse of Retired Employee Becomes Medicare Eligible.

When the spouse of a retiree becomes Medicare-eligible prior to the retired employee becoming Medicare-eligible, the \$1,500.00 annual payment into the health reimbursable account will be made on behalf of the spouse in lieu of health insurance for the spouse. The retired employee will continue to receive Township provided health insurance until such time as he/she becomes Medicare-eligible.

3. It shall be the responsibility of the retired employee and/or spouse to secure supplemental insurance.
4. On January 1, 2011, and each year thereafter, the amounts provided in this section shall be increased by the then most recent Social Security Consumer Price Index increase, if any increase is provided.

C. Retiree Opt-Out

1. Retirees who elect to waive medical benefits will be entitled to an annual taxable cash benefit in the amount of \$3,900. The taxable cash benefit provided to retirees is subject to change from year to year as the opt out amount provided to active employees changes with negotiations. Retirees wishing to waive medical benefits must complete a Waiver of Medical Benefits form and submit it to Human Resources. Waiver of medical benefits shall remain in effect from coverage year to coverage year unless revoked by the retiree, in writing, during a subsequent open enrollment period or as otherwise provided in this Agreement.
2. In the event a retiree's outside insurance coverage is terminated for a reason that would permit re-entry into the Township's health insurance plan, the Township will endeavor to enroll the retiree and the retiree's spouse in a Township sponsored medical benefits plan at the earliest possible date allowed by the chosen insurance carrier.

3. In the event of any conflict between the payment-in-lieu policy and the terms of any applicable health, dental or optical insurance plan or policy, the terms of the insurance plan or policy shall be controlling.
4. Employees must notify the Township within thirty (30) days of a status change which would effect a retiree's eligibility or benefit under this section.

D. EMPLOYEES HIRED ON OR AFTER JANUARY 1, 2012

Regular full-time employees hired on or after January 1, 2012, in lieu of retiree health insurance, will be eligible to participate in a Health Reimbursable Account under the following terms: Township to contribute \$75 per pay. Employees shall vest 20% after each year of plan participation and will be 100% vested after 5 years of plan participation. The employees control how contributions and associated earnings are invested in the account, choosing from available mutual fund options.

- E. Effective January 1, 2012, any retirement benefits in this Article provided to the spouse of the employee, shall be limited solely to the employee's spouse at the time of retirement.

A spouse who is divorced from a retiree, or who remarries after a retiree's death, shall only be eligible for those benefits which the spouse would be permitted to obtain, by providing the Township with the premium, under Federal laws regarding extended health care coverage.

ARTICLE ~~31XXXI~~
PENSION -DISPATCHER/PSAs

31.1 All employees hired prior to May 14, 2014 shall be members of MERS Defined Benefit Plan which shall include a 2.8% multiplier, Vest 10, FAC3, FIN 25, 80% max, D-2. Amortization shall be made over a period of time determined at the Employer's discretion, but no less than twenty (20) years. Credit shall be given and contributions shall be made only for actual years of service as a Plymouth Township full-time police officer, dispatcher or PSA. Unit members shall pay the initial 2.0% of salary contributions necessary to fund the Plan. The Employer shall then be responsible for future contributions to the Plan (subject to above) up to 13.5% of payroll as defined by MERS (excludes bonuses, sick time payouts and benefit opt outs). Should the actuarially determined cost of this Plan exceed 15.5%, unit members will be responsible for additional contributions up to a total contribution of 7.0%. Employee contributions shall not exceed 7.0% of MERS payroll, the Employer remaining responsible for funding any actuarially determined costs that exceed 20.5% of payroll. Effective May 13, 2014, unit members shall pay the initial 10.0% of payroll as defined by MERS (excludes bonuses, sick time payouts and benefit opt-outs). The Employer shall then be responsible for funding any actuarially determined costs that exceed 10.0% of payroll. All employee contributions shall be made by payroll deduction.

31.2. The parties agree that there shall be no duty to bargain on the issue of the employee contribution to the defined benefit pension plan through May 28, 2019.

31.3. Employees hired on or after May 14, 2014 shall participate in a defined contribution plan. The terms of the Plan Document for this pension plan and any Adoption Agreements adopted by the Township shall be controlling as to all matters concerning contributions, eligibility and other required matters. The Township shall contribute the following amounts each year to the pension plan: fifteen (15%) percent of the employee's base wages. The employee shall make retirement contributions of five (5%) percent of his/her base wages (pre-tax) to the pension plan. The employee may contribute up to an additional ten (10%) percent of the employee's base wages (after-tax) each year to the pension plan on a voluntary basis. The following schedule shall apply:

1. Personal/Individual Contributions: Employees will be immediately vested for all individual contributions (100% vesting).
2. Employer/Township Contributions:

20% vested after completion of one (1) year of plan participation 40% vested after completion of two (2) years of plan participation 60% vested after completion of three (3) years of plan participation 80% vested after completion of four (4) years of plan participation 100% vested after completion of five (5) years of plan participation

ARTICLE ~~32XXXXH~~ GRIEVANCE AND ARBITRATION

32.1 A grievance is defined as an alleged violation of a specific Article and Section of this Collective Bargaining Agreement. If any such grievance arises during the term of this Agreement, it shall be submitted to the following Grievance Procedure.

32.2 A grievance shall be processed on the attached form.

32.3 Prior to filing a formal grievance, the employee or his chosen representative shall attempt to settle the grievance at the department level. In any event, a formal written grievance stating the specific Article and Section of this Collective Bargaining Agreement alleged to be violated, together with the facts giving rise to the grievance, the relief requested, and signed by the employee, must be filed within fifteen (15) business days of the occurrence out of which the grievance arises, or fifteen (15) days of when the party should have had reasonable notice of the occurrence, or it will be forever time barred. If attempts to settle the grievance informally have failed at the department level, formal proceeding shall consist of the following:

32.4 Step 1. Submitting the grievance on the Grievance Form to the Chief who shall have five (5) business days to render a decision.

32.5 Step 2. In the event that the decision rendered in Step 1 is not satisfactory to the Union, the Union, on behalf of the employee, shall submit an appeal within five (5) business days of the decision in Step 1 to the Township Supervisor. The Township Supervisor shall then render a decision within ten (10) business days after receiving the appeal.

32.6 Any grievance not advanced to the next Step by the Union within the time limit in that Step shall be deemed abandoned. If the Township Supervisor or his representative does not answer a grievance within the time limits prescribed in this Article, the grievance will be considered automatically referred to the next Step of the Grievance Procedure. Time limits may be extended by mutual agreement in writing.

32.7 The Township shall not be required to pay any back wages prior to the date a written grievance is filed, provided that in the case of alleged shortages in pay or other allowances provided in this Collective bargaining agreement the applicable period will be one (1) calendar year from the date the written grievance is filed. In cases of suspension without pay or discharge, the date of suspension or discharge shall be operative for back pay awards.

- A. All claims for back wages shall be limited to the amount of wages that the employee would otherwise have earned. If an employee has a second job prior to discharge or suspension, the amount that the employee customarily earned prior to discharge or suspension shall not be offset.
- B. No decision in any one grievance shall require a retroactive wage adjustment in any other grievance unless such grievance has been designated as a representative grievance.

32.8 Any grievance which arose prior to the effective date of this Collective Bargaining Agreement shall not be processed.

32.9 Any agreement between the Township and the Union representatives is binding on all workers affected and cannot be changed by any individual.

32.10 In no event shall an individual be permitted to invoke arbitration under the Agreement; only the Union and management may invoke arbitration.

32.11 In the event that the grievance is not settled in accordance with Section 32.5, the Union may invoke arbitration by filing a demand with the Federal Mediation and Conciliation Service or American Arbitration Association (AAA) and the Township Supervisor. Such demand for arbitration shall be submitted within twenty (20) business days after receipt of the Township Supervisor's decision or expiration of the time limits for the Township Supervisor's decision contained in Section 32.5 of the Grievance Procedure or it is forever time barred. Each party shall pay its own cost of processing grievances through the Grievance and Arbitration Procedures. The fee of the arbitrator and his travel expenses of arbitration shall be borne equally by the parties.

32.12 The jurisdiction of the Arbitrator shall be limited to the determination of grievances as defined in Section 32.1 of this Article. If either party shall claim before the Arbitrator that a particular grievance fails to meet the tests of arbitrability, the Arbitrator shall proceed to decide such issue provided that the Arbitrator may hear the case upon the merits before rendering a decision on arbitrability. If the grievance concerns matters not subject to arbitration, the Arbitrator shall return the grievance and all documents relating thereto to the parties without decision.

32.13 The Arbitrator shall have no power to add to, or subtract from, or modify any of the terms of this Collective Bargaining Agreement. He shall have no power to specify the terms of a new Collective Bargaining Agreement.

32.14 The Arbitrator's powers shall be limited to deciding whether the Township violated the express Articles or Sections of this Collective Bargaining Agreement and he shall not imply obligations or conditions binding upon the Township from this Collective Bargaining Agreement, it being understood that any matter not specifically set forth herein remains within the reserved rights of the Township.

32.15 There shall be no appeal from the Arbitrator's decision if within the scope of this authority as set forth above. It shall be final and binding on the Union, its members, the employee or employees involved and the Township.

ARTICLE 33 AUTHORIZATION FOR DUES/FEES DEDUCTION

33.1 A bargaining unit employee may sign an authorization for deduction of dues/fees for membership in the Union. The authorization for deduction of dues/fees may be revoked by the bargaining unit member upon written notice to the Employer, with copy to the Union.

33.2 The amount of dues/fees shall be designated by written notice from the Union to the Employer. If there is a change in the amount of dues/fees, such change shall become effective the month following transmittal of the written notice to the Employer. The Employer shall deduct the dues/fees once each month from the pay of the employees that have authorized such deductions.

33.3 Deduction of dues/fees shall be remitted to the Union at 27056 Joy Road, Redford, Michigan, 48239-1949. In the event a refund is due an employee for any sums deducted from wages and paid to the Union, it shall be the responsibility of such employee to obtain the appropriate refund from the Union.

33.4 If an authorized deduction for an employee is not made, the Employer shall make the deduction from the employee's next pay after the error has been called to the Employer's attention by the employee or Union.

33.5 The Union will protect, save harmless, and indemnify the Employer from any and all claims, demands, suits, and other forms of liability by reason of action taken by the Employer for the purpose of complying with this Article of the agreement.

33.6 Unless otherwise provided in this Article; all matters pertaining to a bargaining unit employee establishing or reestablishing membership in the Union, including requirements established by the Union for providing paid services to non-union bargaining unit employees, shall be governed by the internal conditions mandated by the Union pursuant to its authority under section 10 (2) of the Public Employment Relations Act.

ARTICLE 34~~XXXX~~

SEVERABILITY AND SAVINGS

3433.1 This collective bargaining agreement is subject to the laws of the State of Michigan with respect to the powers, rights, duties, and obligations of the Township, the union and the employees in the bargaining unit, and in the event that any provision of this Collective Bargaining Agreement shall at any time be held to be contrary to the laws of this State by a court of competent jurisdiction from whose final judgment or decrees no appeal has been taken with the time provided therefore, such provisions shall be void and inoperative. However, all other provisions of this Collective Bargaining Agreement shall, insofar as possible, continue in full force and effect.

3433.2 All applicable departmental rules, regulations, directions, general orders, or special orders, including any amendments thereto, shall apply to all police officers, unless specifically overruled or inconsistent with the terms of this agreement. If the rules, regulations, directions or orders are inconsistent with this agreement, this agreement shall prevail.

ARTICLE ~~35XXXIV~~ EXTENSION

3534.1 In the event that negotiations for any modifications or termination extend beyond the termination date of this Collective Bargaining Agreement, the mandatory terms and conditions of employment contained in this Collective Bargaining Agreement shall remain in full force and effect pending a new Collective Bargaining Agreement between the parties. Consistent with Michigan law, permissive subjects may be discontinued or modified unilaterally by the Township after contract expiration.

ARTICLE ~~36XXXV~~ DURATION OF AGREEMENT

3635.1 The provisions of this Collective Bargaining Agreement shall be effective from the date of signing, unless specifically dated in this Collective Bargaining Agreement, and shall continue and remain in full force and effect to and including December 31, ~~2024~~~~2019~~ and thereafter for successive periods of one (1) year unless either party shall, at least ninety (90) days prior to the expiration of the agreement, serve written notice on the other party of a desire to terminate, modify, alter, amend, renegotiate, or change, or any combination thereof, shall have the effect of terminating the entire Collective Bargaining Agreement on the expiration date in the same manner as a notice of desire to terminate unless before that date all subjects of amendment proposed by either party have been disposed of by agreement or by withdrawal, by the party proposing amendment.

ARTICLE ~~37XXXVI~~ SUCCESSOR'S CLAUSE

3736.1 This Collective Bargaining Agreement shall be binding upon the successors and assigns of the parties hereto until the expiration of this Collective Bargaining Agreement, unless otherwise extended by mutual agreement of the parties.

IN WITNESS WHEREOF, the Union and the Township have caused this Collective Bargaining Agreement to be executed in their names by their duly authorized representatives this ____ day of _____, 2019.

The parties agree that the Collective Bargaining Agreement between the Charter Township of Plymouth and the Police Officers Association of Michigan, effective January 1, ~~2019~~2017 to December 31, ~~2024~~2019, shall remain in full force and effect through December 31, ~~2024~~2019.

POLICE OFFICERS ASSOCIATION

CHARTER TOWNSHIP OF PLYMOUTH

By:

Its:

By:

Its:

PLYMOUTH TOWNSHIP POLICE
OFFICERS ASSOCIATION

By:

Its:

By:

Its:

CHARTER TOWNSHIP OF PLYMOUTH DRUG TESTING POLICY

I. Purpose

The Charter Township of Plymouth and the Police Officers Association of Michigan (POAM) have established a drug program covering sworn members of the Police Department. The main focus of this program is to have employees with drug addiction volunteer for treatment and rehabilitation and provide all police dispatcher and police service aides with notice of the provisions of the Department drug testing program.

II. Policy

It is the policy of this department that the critical mission of law enforcement justifies maintenance of a drug-free work environment through the use of a reasonable employee drug testing program.

The law enforcement profession has several uniquely compelling interests that justify the use of employee drug testing. The public has a right to expect that those who are sworn to protect them are at all times both physically and mentally prepared to assume these duties. There is sufficient evidence to conclude that the use of controlled substances and other forms of drug abuse will seriously impair an officer's physical and mental health and, thus, job performance.

Where law enforcement officers participate in illegal drug use and drug activity, the integrity of the law enforcement profession and public confidence in that integrity are destroyed. This confidence is further eroded by the potential for corruption created by drug use.

Therefore, in order to ensure the integrity of the department and to preserve public trust and confidence in a fit and drug free law enforcement profession, this department will implement a drug testing program to detect prohibited drug use by police dispatcher and police service aides and probationary police officers on July 1, 1991.

III. Definitions

- A. Supervisor. Those sworn officers assigned to a position having day-to-day responsibilities for supervising subordinates, or who are responsible for commanding a work element.
- B. Drug Test. The compulsory or voluntary production and submission of urine by an officer in accordance with departmental procedures, for chemical analysis to detect prohibited drug usage.

- C. Reasonable Suspicion. That quantity of proof or evidence that is more than a hunch, but less than probable cause. Reasonable suspicion must be based on specific, objective facts and any rationally derived inferences from those facts about the conduct of an individual that would lead the reasonable person to suspect that the individual is or has been using drugs while on or off duty.
- D. MRO - Medical Review Officer. The medical review officer is a physician knowledgeable in the medical use of prescription drugs and the pharmacology and toxicology of illicit drugs. The MRO will be a licensed physician with knowledge of substance abuse disorders. The MRO shall have the appropriate medical training to interpret and evaluate an individual's test results with his or her medical history and any other relevant biomedical information.

IV. Procedure/Rules

A. Prohibited Activity

The following rules shall apply to all applicants, all employees, police dispatch and police service aides while on and off duty:

1. No employee shall illegally possess any controlled substance.
2. No employee shall ingest any controlled or prescribed substance, except under the direction of a licensed medical practitioner.
3. Any employee who unintentionally ingests, or is made to ingest, a controlled substance shall immediately report the incident to his/her supervisor so that appropriate medical steps may be taken to ensure the officer's health and safety.
4. Discipline, for any violation of this drug policy shall be in accordance with the department's rules and regulations, policies and procedures and the current collective bargaining agreement. When there is reasonable suspicion that an employee is in violation of the policy, the employee may be ordered to take a drug test. If the drug test is positive, the employee may be immediately relieved of duty pending a department investigation at the discretion of the Chief of Police or his designee.

B. Applicant Drug Testing

1. Applicants for the position of police dispatcher or Police Service Aide shall be required to take a drug test as a condition of employment during a pre-employment medical examination.

2. Applicant shall be disqualified from further consideration for employment under the following circumstances:

- A. Refusal to submit to a required drug test; or
- B. A confirmed positive drug test indicating drug use prohibited by this policy.

C. Probationary Employee Drug Testing

All probationary Dispatcher or Police Service Aides, shall be required as a condition of employment to participate in any unannounced drug test scheduled for the probationary period. The frequency and timing of such tests shall be determined by the Chief or his designee. They may be tested prior to completion of the probationary period.

D. Officer Drug Testing

1. Employees shall be required to take drug tests as a condition of continued employment in order to ascertain prohibited drug use, as provided below.
2. The Chief of Police may order an employee to take a drug test upon reasonable suspicion that the employee is or has been using drugs. A summary of the facts supporting the order shall be made available to the employee prior to the actual test.
3. The Chief of Police may order an officer to take a drug test upon documented reasonable suspicion that the officer is or has been using drugs. A summary of the facts supporting the order shall be made available to the officer prior to the actual test.
4. A drug test will be administered as part of any promotional medical examination required by this department.
5. A drug screening test shall be considered as a condition of acceptance to any Narcotic Unit assignment. Furthermore, the members of the Narcotic Unit will be tested randomly at least once every six months and also when they leave the unit. The members shall be eligible for coverage under the last chance rehabilitation provision set forth in this policy.

E. Penalty

Violation of any provision of this drug testing policy shall be grounds for disciplinary action. Discipline shall be administered in accordance with the Plymouth Township Police Department's Rules and Regulations, and may include

discharge from the Police Department. Any discipline issued remains subject to review in accordance with the collective bargaining agreement.

F. Rehabilitation Program

1. Under this program, any employee may volunteer to enter a drug education/rehabilitation program. With regard to marijuana use, this program will require the individual to participate in a Township approved/supervised drug education program as directed by the Township, followed by unannounced periodic testing for drugs. With regard to drugs or controlled substances other than marijuana, this program will require the individual's enrollment in a Township approved/supervised in-patient treatment facility, followed by participation in a Township approved/supervised out-patient treatment program as directed by the Township. Participants in both the rehabilitation/treatment program and the education program will be subject to unannounced periodic testing for drugs for a period of two (2) years. Any further use of any controlled substance under any circumstance may thereafter result in the employee's suspension and dismissal from the Police Department. Furthermore, the failure to fully participate in and/or successfully complete the prescribed education or rehabilitation and follow-up program may constitute grounds for dismissal.
2. The drug education program and in-patient treatment referred to in this section shall be paid for by the employee, subject to the Township provided insurance program.
3. Employees will be allowed to use accrued sick leave benefits until such time as the Township, based on medical evidence, determines they are capable of returning to active duty. Time spent on out-patient treatment after an employee is reinstated shall be on the employee's own time. Successful completion of the prescribed treatment program and certification by a physician, designated by the Township, are required prior to returning to active duty. Participation in the rehabilitation program requires the employee to sign an authorization for release of medical records.

G. Drug Testing Procedures

1. The testing procedures and safeguards provided in this policy, to ensure the integrity of department drug testing, shall be adhered to by any laboratory personnel administering departmental drug tests.
2. Laboratory personnel authorized to administer departmental drug tests shall require positive identification from each Employee to be tested before the Employee enters the testing area.

3. In order to prevent a false positive test result, a pre-test interview shall be conducted by testing personnel to ascertain and document the Employee's recent use of any prescription or non-prescription drugs, or any indirect exposure to drugs; however, medical information may be given to the laboratory testing personnel on a voluntary basis. If the test results are positive, it will be mandatory that the employee divulge the necessary medical information to the Medical Review Officer that may have lead to a false positive test.
4. The bathroom facility of the testing area shall be private and secure.
 - A. Authorized testing personnel shall search the testing area before an Employee enters it to produce a urine sample, and document that it is free of any foreign substances.
5. Where the Employee appears unable or unwilling to give a specimen at the time of the test, testing personnel shall document the circumstances on the drug-test report form. The Employee shall be permitted no more than eight hours to give a sample, during which time he shall remain in the testing area, under observation, however, the employee may allow a blood sample to be drawn. Reasonable amounts of water may be given to the employee to encourage urination. Failure to submit a sample shall be considered a refusal to submit a drug test, except for good cause as determined by the M.R.O.
6. The urine/blood sample will be split and stored in case of legal disputes. The samples must be provided at the same time, and marked and placed in identical specimen containers by authorized testing personnel. One sample shall be submitted for immediate drug testing. The other sample shall remain at the facility in frozen storage. This sample shall be made available to the employee or his Union, prior to disciplinary action, should the original sample result in a legal dispute. The employee must request the same within 72 hours of being notified of a positive and confirmatory test by the Medical Review Officer. All groups of negative samples may be destroyed after seven (7) days.
7. All specimen samples shall be sealed, labeled, initialed by the Employee and laboratory technician, and checked against the identity of the employee to ensure the results match the test specimen. Samples shall be stored in a secured and refrigerated atmosphere until testing or delivery to the testing lab representative.
8. Whenever there is a reason to believe that the Employee may have altered or substituted the specimen to be provided, a second specimen shall be obtained within a reasonable period of time.

The laboratory personnel will take the appropriate necessary steps to assure the integrity of the second specimen.

H. Drug Testing Methodology

1. The testing or processing phase shall consist of a two-step procedure:
 - a. initial screening test
 - b. confirmation test
2. The urine sample is first tested using the initial drug screening procedure. An initial positive test result will not be considered conclusive; rather, it will be classified as "confirmation pending." Notification of test results to the supervisor or other departmental designee shall be held until the confirmation test results are obtained and verified by the M.R.O.
3. A specimen testing positive will undergo an additional confirmatory test. The confirmation procedure shall be technologically different and more sensitive than the initial screening test.
4. The drug screening tests selected shall be capable of identifying marijuana, cocaine and every major drug of abuse including heroin, amphetamines and barbiturates. Personnel utilized for testing will be qualified to collect urine samples, or adequately trained in collection procedures.
5. Concentrations of a drug at or about the following levels shall be considered a positive test result when using the initial immunoassay drug screening test:

Initial Test Level	(ng/ml)
Marijuana metabolite	100
Cocaine metabolite.....	300
Opiate metabolite	300 *
Phencyclidine	25
Amphetamines	1000
Barbiturates	300

*25ng/ml if immunoassay-specific for free morphine.

Concentrations of a drug at or above the following levels shall be considered a positive test result when performing a confirmatory CG/MS test on a urine specimen that tested positive using a technologically different test than the initial screening method:

Confirmatory Test Level

Marijuana metabolite	15 *
Cocaine metabolite.....	150 **
Opiates:	
Morphine	300 +
Codeine	300 +
Phencyclidine	25
Amphetamines	
Amphetamine	500
Methamphetamine	500
* Delta-9-tetrahydrocannabinol-9-carboxylic acid	
**Benzoylcegonine	
+ 25ng/ml if immunoassay-specific for free morphine	Barbiturates 300

6. The laboratory selected to conduct the analysis shall be experienced and capable of quality control, documentation, chain-of-custody, technical expertise and demonstrated proficiency in urinalysis.
7. Employees having negative drug test results shall receive a memorandum stating that no illegal drugs were found. A copy of the letter will be placed in the Employee's personnel file upon the Employee's request.
8. Any employee who interferes with the testing process or breaches the confidentiality of test results shall be subject to discipline.

I. Chain of Evidence - Storage

1. Each step in the collecting and processing of the urine specimens shall be documented to establish procedural integrity and the chain of custody.
2. Where a positive result is confirmed, urine specimens shall be maintained in a secured, refrigerated storage area. If a dispute arises the specimens will be stored until all legal disputes are settled.

J. Drug Test Results

1. All records pertaining to departmental-required drug tests shall remain confidential, and shall not be provided to other employers or agencies without the written permission of the person whose records are sought. However, medical, administrative, and immediate supervisory personnel may have access to relevant portions of the records as necessary to insure the acceptable performance of the Employee's job duties.

K. Procedures for Implementation of the Last Chance Agreement

1. At the discretion of the Chief of Police, the last chance agreement may also be offered to any Officer whose drug test has been confirmed positive by the Medical Review Officer. This does not apply to a person seeking voluntary rehabilitation under Paragraph F above who shall be given a last chance agreement as described herein.
2. Standard letter of conditions for continued employment (last chance agreement) must be signed by Department and employee.
3. An Employee must attend an employee assistance program and/or an authorized rehabilitation source.
4. Employee must sign a form releasing any and all information to management as may be requested.
5. Employee must complete a rehabilitation program as prescribed by the employee assistance program and/or an authorized rehabilitation source.
6. Employee must pass a medical examination administered by a medical facility designated by the Chief of Police prior to being allowed to return to duty. The examination shall only screen for drug use and the physical impact of the prior drug usage.
7. Employee may be allowed to use sick time or any other accrued paid time and apply for a medical leave of absence if required, while undergoing rehabilitation.
8. Once authorized to return to duty, the Employee must submit to periodic urinalysis on a timetable as may be determined by the Chief of Police.
9. The Employee shall be subject to the terms of this program for three (3) years after their return to work.
10. The Employee must agree in writing that the Employee will be automatically terminated if a violation of any portion of this program occurs at any time during its enforcement term.
11. Employee must be advised that the Employee is not obligated to sign the agreement and be advised he has the right to seek the counsel of his legal and/or labor representative.

LAST CHANCE AGREEMENT

Re: _____

Whereas, the above referenced individual was found guilty of violating the departmental drug order on _____, and;

Whereas, the Charter Township of Plymouth Police Department will conditionally reinstate _____ to the position of _____, provided the employee is found by medical examination to be capable of performing all the duties of the classification as determined by the Charter Township of Plymouth Police Department and subject to the following terms and conditions being met and maintained;

Now, therefore, it is agreed that:

1. Employee must sign a form releasing any and all information to management as may be requested.
2. Employee must complete a rehabilitation program as prescribed by an employee assistance program and/or a Township authorized rehabilitation source.
3. Employee must pass a medical examination administered by a medical facility designated by the Chief of Police prior to being allowed to return to duty. The examination shall only screen for drug use and the physical impact of the prior drug usage.
4. Employee may be allowed to use sick time or any other accrued time and apply for an unpaid medical leave of absence if required, while undergoing rehabilitation.
5. Once authorized to return to duty, the Employee must submit to a periodic urinalysis on a timetable as may be determined by the Chief of Police.
6. Upon clearance by the medical facility designated by the Chief of Police, _____ shall be returned to the Police Department as a _____.
7. Once returned to duty, Employee _____ will present himself to the department approved employee assistance program for evaluation, and agree to, as well as follow any and all directives given him by the employee assistance program for a period of not more three (3) years. Officer _____ agrees to sign appropriate forms releasing any and all information to the Police

Department as may be requested. Failure to follow the employees' assistance program directives are grounds for discharge, subject to review pursuant to the collective bargaining agreement of only the discharge for failure to follow E.A.P. directives.

8. Employee _____ shall submit to controlled substance testing at the discretion of the Chief of Police. If any such test shows a positive result for the presence of a controlled substance, Employee _____ will be discharged from employment with the Charter Township of Plymouth, subject to review pursuant to the collective bargaining agreement of only the discharge for a positive test result hereunder.
9. Employee _____ will be credited with seniority, for promotional purposes, for time separated from the Police Department between _____ and the date of return to duty. No other wage is due or owing, and Employee waives any claim thereto.
10. The Union shall withdraw with prejudice the grievance # _____ and shall release and discharge the Employer from any and all claims, if any, relating thereto. The Employer shall release and discharge the Union and Employee from any and all claims relating thereto. Employee shall release and discharge the Union and the Employer from any and all claims relating to grievance # _____, including but not limited to the processing and arbitration of this grievance. Further, Employee releases the Township, its officials officers, agents, employees and Union from all liability and claims he may have had or now has with respect to his employment with the Charter Township of Plymouth whether such claims or liability arise under Federal or State statute, constitutional provisions, principles of common law, or under the collective bargaining agreement between the Township of Plymouth and the Police Officers Association of Michigan.
11. All parties have had the opportunity to consult legal counsel and have carefully and completely read and understood all the terms of this settlement agreement. This settlement agreement is freely and voluntarily entered into by all parties without any duress or coercion.
12. The parties agree that this agreement is entered into as a full and final settlement of the above referenced matter, and is to have no presidential value. Furthermore, the actions taken by the parties in settling this matter are not meant to establish a practice or right to be utilized in any other grievance, claim, or litigation.
13. In the event the Employee grieves and attempts to process to arbitration any discipline imposed as a condition of this last chance agreement, said grievance shall be barred by release and waiver, and an arbitrator shall have no authority to modify the penalty imposed by the Police Department.

|

DATED THIS _____ DAY OF _____, 20____.

EMPLOYEE

TOWNSHIP SUPERVISOR

UNION REPRESENTATIVE

POLICE CHIEF

POAM DISPATCHER

Wage Scale for Full-Time Dispatchers

	<u>Wage Scale for Full-Time Dispatchers</u>					
	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
		<u>2.5%</u>	<u>2.5%</u>	<u>2.5%</u>	<u>2.75%</u>	<u>2.5%</u>
Start	<u>49,360</u>	<u>50,594</u>	<u>51,859</u>	<u>53,155</u>	<u>54,617</u>	<u>55,983</u>
1 year	<u>53,132</u>	<u>54,460</u>	<u>55,822</u>	<u>57,217</u>	<u>58,791</u>	<u>60,261</u>
2 year	<u>55,125</u>	<u>56,503</u>	<u>57,916</u>	<u>59,364</u>	<u>60,996</u>	<u>62,521</u>
3 year	<u>58,106</u>	<u>59,559</u>	<u>61,048</u>	<u>62,574</u>	<u>64,295</u>	<u>65,902</u>
	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
		<u>2.5%</u>	<u>2.5%</u>	<u>2.5%</u>	<u>2.75%</u>	<u>2.5%</u>
Start	<u>23.73</u>	<u>24.32</u>	<u>24.93</u>	<u>25.55</u>	<u>26.26</u>	<u>26.91</u>
1 year	<u>25.54</u>	<u>26.18</u>	<u>26.83</u>	<u>27.50</u>	<u>28.26</u>	<u>28.97</u>
2 year	<u>26.50</u>	<u>27.16</u>	<u>27.84</u>	<u>28.54</u>	<u>29.32</u>	<u>30.06</u>
3 year	<u>27.93</u>	<u>28.63</u>	<u>29.34</u>	<u>30.08</u>	<u>30.90</u>	<u>31.68</u>

Annualized Wage Effective January 1, 2017

FT Dispatcher	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Start	<u>45,613</u>	<u>46,753</u>	<u>47,922</u>	<u>49,360</u>
after 1 year	<u>49,099</u>	<u>50,326</u>	<u>51,584</u>	<u>53,132</u>
after 2 years	<u>50,940</u>	<u>52,214</u>	<u>53,519</u>	<u>55,125</u>
after 3 years	<u>53,696</u>	<u>55,038</u>	<u>56,414</u>	<u>58,106</u>
		<u>2.5%</u>	<u>2.5%</u>	<u>3%</u>

Hourly Wage Effective January 1, 2017

FT Dispatcher	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Start	<u>21.93</u>	<u>22.48</u>	<u>23.04</u>	<u>23.73</u>
after 1 year	<u>23.61</u>	<u>24.20</u>	<u>24.80</u>	<u>25.54</u>
after 2 years	<u>24.49</u>	<u>25.10</u>	<u>25.73</u>	<u>26.50</u>
after 3 years	<u>25.82</u>	<u>26.46</u>	<u>27.12</u>	<u>27.93</u>

POAMPSA

Wage Scale for Full-Time PSAs

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
		<u>2.5%</u>	<u>2.5%</u>	<u>2.5%</u>	<u>2.75%</u>	<u>2.5%</u>
<u>Start</u>	<u>51,828</u>	<u>53,124</u>	<u>54,452</u>	<u>55,813</u>	<u>57,348</u>	<u>58,782</u>
<u>1 year</u>	<u>55,788</u>	<u>57,183</u>	<u>58,612</u>	<u>60,078</u>	<u>61,730</u>	<u>63,273</u>
<u>2 year</u>	<u>57,881</u>	<u>59,328</u>	<u>60,811</u>	<u>62,332</u>	<u>64,046</u>	<u>65,647</u>
<u>3 year</u>	<u>61,012</u>	<u>62,537</u>	<u>64,101</u>	<u>65,703</u>	<u>67,510</u>	<u>69,198</u>
	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
		<u>2.5%</u>	<u>2.5%</u>	<u>2.5%</u>	<u>2.8%</u>	<u>2.5%</u>
<u>Start</u>	<u>24.92</u>	<u>25.54</u>	<u>26.18</u>	<u>26.84</u>	<u>27.57</u>	<u>28.26</u>
<u>1 year</u>	<u>26.82</u>	<u>27.49</u>	<u>28.18</u>	<u>28.88</u>	<u>29.68</u>	<u>30.42</u>
<u>2 year</u>	<u>28.52</u>	<u>29.23</u>	<u>29.96</u>	<u>30.71</u>	<u>31.56</u>	<u>32.35</u>
<u>3 year</u>	<u>29.33</u>	<u>30.06</u>	<u>30.81</u>	<u>31.59</u>	<u>32.45</u>	<u>33.27</u>

~~Wage Scale for Full-Time PSAs shall be 5% over that of Dispatcher~~

~~Annualized wage Effective January 1, 2017~~

FT PSA	2016	2017	2018	2019
Start	47,893	49,901	50,318	51,828
after 1 year	51,554	52,842	54,163	55,788
after 2 years	53,487	54,825	56,195	57,881
after 3 years	56,381	57,790	59,235	61,012
		2.5%	2.5%	3%

~~Hourly Wage Effective January 1, 2017~~

FT PSAa	2016	2017	2018	2019
Start	23.03	23.60	24.19	24.92
after 1 year	24.79	25.40	26.04	26.82
after 2 years	25.71	26.36	27.02	28.52
after 3 years	27.11	27.78	28.48	29.33

Exhibit A-2

Wage Scale for Part-Time Dispatcher

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
		<u>2.5%</u>	<u>2.5%</u>	<u>2.5%</u>	<u>2.75%</u>	<u>2.5%</u>
<u>Start</u>	<u>23.73</u>	<u>24.32</u>	<u>24.93</u>	<u>25.55</u>	<u>26.26</u>	<u>26.91</u>
<u>1 year</u>	<u>25.54</u>	<u>26.18</u>	<u>26.83</u>	<u>27.50</u>	<u>28.26</u>	<u>28.97</u>
<u>2 year</u>	<u>26.50</u>	<u>27.16</u>	<u>27.84</u>	<u>28.54</u>	<u>29.32</u>	<u>30.06</u>
<u>3 year</u>	<u>27.93</u>	<u>28.63</u>	<u>29.34</u>	<u>30.08</u>	<u>30.90</u>	<u>31.68</u>

Hourly Wage Effective January 1, 2017

<u>PT Dispatcher</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
<u>Start</u>	<u>21.93</u>	<u>22.48</u>	<u>23.04</u>	<u>23.73</u>
<u>after 1 year</u>	<u>23.61</u>	<u>24.20</u>	<u>24.80</u>	<u>25.54</u>
<u>after 2 years</u>	<u>24.49</u>	<u>25.10</u>	<u>25.73</u>	<u>27.16</u>
<u>after 3 years</u>	<u>25.82</u>	<u>26.46</u>	<u>27.12</u>	<u>27.93</u>

Communications Seniority List

POAM - Dispatch Seniority List

<u>Last Name</u>	<u>First Name</u>	<u>Seniority Date</u>	<u>Years of Service</u>
<u>Turley</u>	<u>Melanie</u>	<u>8/7/1998</u>	<u>21.2</u>
<u>Smith</u>	<u>Stefanie</u>	<u>6/12/2000</u>	<u>19.4</u>
<u>Clark</u>	<u>Kristina</u>	<u>2/26/2001</u>	<u>18.6</u>
<u>Berezak</u>	<u>Jennifer</u>	<u>12/26/2004</u>	<u>14.8</u>
<u>Bulmer</u>	<u>Cassandra</u>	<u>4/28/2007</u>	<u>12.5</u>
<u>Rodriguez</u>	<u>Tracy</u>	<u>8/27/2014</u>	<u>5.1</u>
<u>Bosworth</u>	<u>Andrea</u>	<u>10/31/2016</u>	<u>3.0</u>
<u>Spaulding</u>	<u>Kyle</u>	<u>2/1/2017</u>	<u>2.7</u>
<u>Richardson</u>	<u>Shannon</u>	<u>4/24/2018</u>	<u>1.5</u>
<u>Goscicki</u>	<u>Jacob*</u>	<u>5/6/2019</u>	
<u>Guass</u>	<u>Sara*</u>	<u>10/7/2019</u>	

*Probationary Employee

Updated 10/14/2019

<u>Name</u>		<u>Seniority Date</u>
<u>Turley</u>	<u>Melanie</u>	<u>8/7/1998</u>
<u>Smith</u>	<u>Stefanie</u>	<u>6/12/2000</u>
<u>Clark</u>	<u>Kristina</u>	<u>2/26/2001</u>
<u>Fell</u>	<u>Cynthia</u>	<u>5/13/2004</u>
<u>Berezak</u>	<u>Jennifer</u>	<u>12/26/2004</u>
<u>Bulmer</u>	<u>Cassandra</u>	<u>4/28/2007</u>
<u>Rodriguez</u>	<u>Tracy</u>	<u>6/27/2014</u>
<u>Fitzgerald</u>	<u>James</u>	<u>5/3/2016</u>
<u>Bosworth</u>	<u>Andrea</u>	<u>10/31/2016</u>
<u>Soauldina</u>	<u>Kyle</u>	<u>2/1/2017</u>
<u>Goodwin</u>	<u>Vanessa</u>	<u>5/22/2017</u>

Dates for Retirement Purposes

Name		Seniority Date
Turley	Melanie	8/7/1998
Smith	Stefanie	6/12/2000
Clark	Kristina	2/26/2001
Fell	Cynthia	5/13/2004
Berezak	Jennifer	12/26/2004
Bulmer	Cassandra	4/28/2007
Rodriguez	Tracy	8/27/2014
Fitzgerald	James	5/3/2016
Bosworth	Andrea	10/31/2016
Soauldina	Kyle	2/1/2017
Goodwin	Vanessa	5/22/2017

Probational Employee

Exhibit D

Charter Township of Plymouth/POAM (Dispatchers/PSA)
 Effective January 1, ~~2019~~2017 through December 31, ~~2024~~2019
 DRAFT 1: Dated 10/25/2019

modify, alter, amend, renegotiate, or change, or any combination thereof, shall have the effect of terminating the entire Collective Bargaining Agreement on the expiration date in the same manner as a notice of desire to terminate unless before that date all subjects of amendment proposed by either party have been disposed of by agreement or by withdrawal, by the party proposing amendment.

ARTICLE ~~37~~XXXVI
 SUCCESSOR'S CLAUSE


~~37~~36.1 This Collective Bargaining Agreement shall be binding upon the successors and assigns of the parties hereto until the expiration of this Collective Bargaining Agreement, unless otherwise extended by mutual agreement of the parties.

IN WITNESS WHEREOF, the Union and the Township have caused this Collective Bargaining Agreement to be executed in their names by their duly authorized representatives this ____ day of _____, 2019.

The parties agree that the Collective Bargaining Agreement between the Charter Township of Plymouth and the Police Officers Association of Michigan, effective January 1, ~~2019~~2017 to December 31, ~~2024~~2019, shall remain in full force and effect through December 31, ~~2024~~2019.

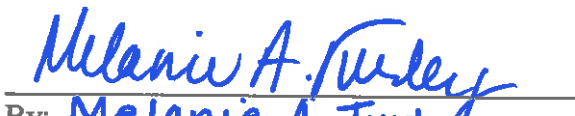
POLICE OFFICERS ASSOCIATION

CHARTER TOWNSHIP OF PLYMOUTH


 By: POAM
 Its:

By:
 Its:

PLYMOUTH TOWNSHIP POLICE
 OFFICERS ASSOCIATION


 By: Melanie A. Turley
 Its: President

By:
 Its:

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 28, 2020**

NEW BUSINESS

**ITEM F.6
HISTORIC DISTRICT COMMISSION
APPOINTMENT
RESOLUTION #2020-01-28-12**



CHARTER TOWNSHIP OF PLYMOUTH REQUEST FOR BOARD ACTION

MEETING DATE: January 28, 2020

ITEM: Appointment of Colleen Azimi to the Plymouth Township Historic District Commission, **Resolution #2020-01-28-12**

PRESENTERS: Supervisor Kurt Heise

BACKGROUND:

I would appreciate your consideration and support for the appointment of Ms. Colleen Azimi to the Historic District Commission for a term ending June 30, 2021. Her application and resume are attached. She will be filling the unexpired term of Jim Salamay.

PROPOSED MOTION: I move to adopt **Resolution #2020-01-28-12** authorizing the appointment of Ms. Colleen Azimi to the Plymouth Township Historic District Commission for a term ending June 30, 2021.

Moved by: _____ Seconded by: _____

ROLL CALL:

___Curmi, ___Dempsey, ___Doroshewitz, ___Heise, ___Heitman, ___Vorva, ___Clinton

**STATE OF MICHIGAN
COUNTY OF WAYNE
CHARTER TOWNSHIP OF PLYMOUTH**

**RESOLUTION TO APPOINT COLLEEN AZIMI TO THE PLYMOUTH TOWNSHIP
HISTORIC DISTRICT COMMISSION**

RESOLUTION #2020-01-28-12

At a regular meeting of the Board of Trustees for the Charter Township of Plymouth (the 'board'), held at Township Hall, 9955 N. Haggerty Road, Plymouth, MI on January 28, 2020, the following resolution was offered:

WHEREAS, the Charter Township of Plymouth recognizes that private citizens and their input and expertise are invaluable to the community, and;

WHEREAS, the Charter Township of Plymouth utilizes various boards and commissions to carry out the multitude of functions necessary to the efficient operation of the community, and;

WHEREAS, the supervisor of the Charter Township of Plymouth is charged with making recommendations to the board of trustees to appoint various members of the community to these boards and commissions in accordance with the guidelines stipulated, and;

WHEREAS, Supervisor Heise has recommended to the board the appointment of Colleen Azimi to the Historic District Commission of the Charter Township of Plymouth filling the unexpired term of Jim Salamay.

NOW, THEREFORE, BE IT RESOLVED that the Charter Township of Plymouth Board of Trustees does hereby approve **Resolution #2020-01-28-12** authorizing the appointment of Colleen Azimi to the Historic District Commission for a term ending June 30, 2021.

Moved by: _____ Seconded by: _____

ROLL CALL:

___Dempsey, ___Doroshewitz, ___Heise, ___Heitman, ___Vorva, ___Clinton, ___Curmi

Clear Form



Charter Township of Plymouth
Board and/or Commission Application

First Name: Colleen Last Name: Azimi SSN:** [REDACTED]

Address: 11835 Appletree Drive City: Plymouth State: MI Zip: 48170

Home Phone: _____ Mobile Phone: 412-728-3156 Work Phone: _____ Ext: _____

Fax: _____ Primary Email: cmmarsh30@gmail.com Alt. Email: _____

Board and/or Commission Applying for: Historic District Commission

Why are you seeking appointment to the above Board or Commission?: I am seeking an appointment on the Historic District Commission because I want to be actively involved in making a difference in our community through the preservation of local history.

With my background in historical knowledge, including historical designation and preservation, and my work history, I believe I can bring a great deal of experience and knowledge. It also allows me to contribute back to the township and be a better resident.

Work History: Internships in 2014 at the Heinz History Center in Pittsburgh, PA and the LaJolla Historical Society in San Diego, CA.

2012-2015: Carnegie Museums of Pittsburgh, Visitor Services Department

2013-2015: Carnegie Mellon University, Administrative Assistant at the GCC Writing Center

2015-2018: The Henry Ford, Curatorial Assistant 2018-2019: Workforce Intelligence Network, MIBF Program Assistant

Education: B.A in History, concentrating in American History

M.A. in Public History, focus on Museums, Archives and Historical Societies

Community Involvement: Involved in the election process for the township as an election worker

Interests/Hobbies: My interests are enjoying the outdoors, spending time with my family and friends, going to museums and antique shops and travelling.

****The Social Security Number is required as some appointments result in payment that will exceed \$600.00 per year. In that situation, we will send you a Form 1099 at the end of the year.**

Please return this completed application to:

Plymouth Townships Clerk's Office
 Jerry Vorva, Clerk
 9955 North Haggerty Road
 Plymouth MI 48170

COLLEEN M. AZIMI

Plymouth, MI 48170 | (412) 728-3156 | cmmarsh30@gmail.com

Dynamic professional with background in non-profit and educational organizations. Proficient in conducting research, analysis and event planning. Experience in building awareness and business generation through marketing and social media. Focused on maintaining organized, efficient operations and workflows. Excellent communication, leadership, time management and problem solving skills.

EDUCATION

Master of Arts in Public History, DUQUESNE UNIVERSITY, Pittsburgh, PA, December 2014

Bachelor of Arts in History, CHATHAM UNIVERSITY, Pittsburgh, PA, May 2012

EXPERIENCE

WORKFORCE INTELLIGENCE NETWORK, TAYLOR, MI

05/2018-09/2019

MI Bright Future, Program Assistant

- Develop content for marketing materials and manage social media platforms for MI Bright Future.
- Manage employer registration process electronically, building company profiles, conducting background checks and communicating as needed with registrants.
- Provide technical support for the MI Bright Future system to users (i.e. troubleshoot employer questions via email, provide data to partners)
- Attend public events (career fairs, company tours, etc.) as a representative of MI Bright Future, answering questions and providing informational materials.
- Assist in the coordination and planning of talent awareness activities as needed by participating and note-taking for meetings, including (but not limited to) talent tours like: Manufacturing Day, career expos, job fairs and other activities in conjunction with various planning teams.
- Assist and implement strategies for grant applications as a member of WIN's new Grant Committee.

THE HENRY FORD, DEARBORN, MI

09/2015 – 05/2019

Curatorial Assistant

- Supervise and perform research on acquisition offers, both donations and purchases.
- Dealt with existing backlog on acquisition offers by establishing monthly meetings with seven curators and inhibiting a new backlog to arise.
- Coordinated Collections Committee meetings including editing meeting agenda and creating records in museum management database and handling confidential information.
- Transcription of Collection Committee meeting minutes and working closely with Historical Resources Director.
- Manage the Collections Committee Budget through tracking purchases and expenses as well as creating check requests for Finance to approve.

CARNEGIE MELLON UNIVERSITY – GLOBAL COMMUNICATIONS CENTER (GCC), Pittsburgh, PA
06/2015

01/2013 –

Administrative Assistant

- Created and managed semester-based schedules for over 2,000 GCC client appointments for three school years.
- Maintained, formatted and updated GCC website and social media outlets, including Facebook, Twitter, LinkedIn, SurveyMonkey, and Eventbrite daily.
- Developed marketing material, set up, and advertised for 60+ workshops and campus-wide events.
- Office management including, responding to organization emails, ordering office supplies, and assisting graduate and undergraduate students with GCC services on a daily basis.
- Interacted with a varied and diverse campus community.

CARNEGIE MUSEUMS OF ART AND NATURAL HISTORY, Pittsburgh, PA

08/2012 – 06/2015

Visitor Service Representative

- Visitor service and interaction including, being point of contact for museum patrons, answering visitors' questions, concerns, and comments about the institution, exhibits, or general inquiries.
- Provided concierge services and special event assistance such as directing school groups during tours.
- Ongoing professional development through meeting with curators and artists to understand collections and interpretation.

LAJOLLA HISTORICAL SOCIETY, San Diego, CA

05/2014 – 08/2014

Archival Intern

- Main objective: Research and develop an Emergency Response Plan (ERP) for the three-building campus, incorporating society's mission and strategic plan, which was taken to Board of Trustees for review.
- Involved in promotional photo shoots, marketing, and events tailored to boost patron involvement within the society and increase visitation to the main exhibit space.

HENRY J. HEINZ HISTORY CENTER, Pittsburgh, PA

01/2014 – 05/2014

Curatorial Intern

- Main objective: Conducted archival research and interpretation of the updated Heinz Ketchup exhibit including a historical timeline of all Heinz Company CEOs and researching marketing labels used on Heinz's products from 1869 to the present.
- Contributed to the preparation and completion of new Steamboat Arabia exhibition by installing artifacts, preparing exhibit spaces, and cleaning glass boxes for opening ceremony.
- Aided curator with potential acquisitions to the History Center and digitally added acquisitions into their museum management database.

VOLUNTEER ACTIVITIES

DEARBORN HISTORICAL MUSEUM, Dearborn, MI

08/2015

Volunteer – Collections Department and Archives

Collaborate with the museum's Chief Curator and Collections Manager to catalogue, input data, and file historical artifacts, documents, and visual media.

COMPUTER SKILLS

Microsoft Word, Excel, Outlook, PowerPoint, Publisher; Cascade Server; PastPerfect; Sirius; Paciolan;
 Oracle; EMu; HTML; FileMaker Pro; Adobe

**CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 28, 2020**

**ITEM G
SUPERVISOR AND TRUSTEE
COMMENTS**

CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 28, 2020

ITEM H
PUBLIC COMMENTS AND QUESTIONS

CHARTER TOWNSHIP OF PLYMOUTH
BOARD OF TRUSTEES
REGULAR MEETING
JANUARY 28, 2020

ITEM I
ADJOURNMENT