



City of Fenton

301 South Leroy Street • Fenton, Michigan 48430-2196 • (810) 629-2261 • FAX (810) 629-2004

CITY OF FENTON COUNCIL AGENDA

Monday, March 18, 2013

City Hall Council Chambers

301 South LeRoy Street

7:30 PM

Call to Order.

Invocation.

Pledge of Allegiance.

Roll Call.

COMMENTS & REPORTS

- City Manager's Report
- Council Member Comments
- Legal Counsel's Report
- Mayor's Comments

CITIZEN'S COMMENTS: IF YOU WISH TO ADDRESS ANY AGENDA ITEMS, PLEASE IDENTIFY YOURSELF AND YOU WILL BE CALLED ON WHEN THAT ITEM IS REACHED. COMMENTS ON ITEMS NOT ON THE AGENDA MAY BE MADE AT THE CALL TO THE AUDIENCE.

A. CONSENT AGENDA:

- Council approve the minutes of the January 28, 2013 regular meeting and the February 11, 2013 regular meeting.
- Council authorize payment of invoices in the amount of \$165,332.48.
- Council approve and place on file the minutes of the January 10, 2013 Oakwood Cemetery Board meeting and the January 24, 2013 Planning Commission meeting.
- Approve the appointment of Angela Nuveman to fill a vacant term on the Planning Commission, which expires on September 1, 2014.
- Approve the request of the Fenton Shrine Club and Elf Khurafeh Shrine Temple to conduct their annual Shrine Paper Sale in the City of Fenton on June 7th and 8th, 2013, at the intersection of North Road and Adelaide Street.

B. CONTRACTS AND AGREEMENTS

Landscape Maintenance – Administration recommends that the Fenton City Council award the Landscape Maintenance Contract to CJ Callaghan, for a cost not to exceed \$29,056.77 per year, for the 2013, 2014, and 2015 seasons.

Mill Pond Mechanical Weed Removal – Administration recommends that the Fenton City Council approve the bid from Midwest Marine Services for the mechanical weed harvesting of the Mill Pond, as specified in the bid documents, for \$10,875 for 2013, \$11,250 for 2014, and \$11,625 for 2015.

Mill Pond Chemical Weed Control – Administration recommends that the Fenton City Council accept the bid from Aquatic Nuisance Plant Control to chemically treat the curly-leaf pondweed and algae in the Mill Pond for \$8,075 for 2013, \$8,317.25 for 2014, and \$8566.76 for 2015.

Water Treatment Plant Well #6 Maintenance – Administration recommends that the Fenton City Council accept the bid of Peerless Midwest for the maintenance to Well #6, as specified in the bid documents, for a cost not to exceed \$25,000 and authorize the City Manager to execute the necessary documents.

Water Storage Tank Cleaning – Administration recommends that the Fenton City Council award the bid to Utility Services for cleaning of the ground storage tanks, as specified in the bid documents, for an amount of \$9,600, and authorize the City Manager to execute the necessary documents.

CALL TO THE AUDIENCE

ADJOURNMENT

IF ACCOMMODATIONS ARE NEEDED DUE TO A DISABILITY, PLEASE CONTACT THE CITY CLERK'S OFFICE.

CITY OF FENTON COUNCIL PROCEEDINGS
Monday, January 28, 2013
City Hall Council Chambers
301 South Leroy Street

Mayor Osborn called the meeting to order at 7:30 PM.

The invocation for the evening was the Lord's Prayer and was followed by the Pledge of Allegiance.

Present: Bland, Jacob, King, Lockwood, Osborn, Piacentini, Smith.
Absent: None.
Others Present: Lynn Markland, City Manager, Michael Burns, Assistant City Manager;
Ross Bower, Legal Counsel.

CITY MANAGER'S REPORT

Markland reported that he met with the Fenton Community and Cultural Center Restoration and Oversight Committee and discussed the Fire Inspection findings and issues that needed to be addressed. Markland also met with the Fenton Area Cable Television Consortium, along with Mayor Osborn.

Markland further reported that Genesee County is continuing to work on CDBG funding for the City and should make a determination about the funding at their February 6, 2013 meeting. Markland stated that the special joint meeting of the City Council and the DDA concerning the Cornerstone Project went very well and he congratulated Burns on a job well done presenting the information.

Markland reported that the City's representative from our copier service informed him that the City Hall has made a very significant drop in the number of copies it is making. Markland added that he feels that the reduction is mostly caused by the fact that the Council packets have been being generated in electronic format. Markland further stated that the City is hoping to have all of the City's Boards and Commissions producing their agendas this way.

COUNCIL MEMBER COMMENTS

Piacentini stated that he is happy to see the City making the transition away from storing so much paper and added that the City's website needs some attention concerning placing minutes and agendas up for viewing for the various Boards and Commissions of the City. Piacentini also congratulated the Police Department on a job well done in making a recent arrest in connection with an armed robbery in the City.

Lockwood attended the MML Board meeting last Friday and one thing they discussed was the issue of the railroad maintenance fees, which they will continue to discuss. Lockwood also discussed the Governor's proposed gas tax increase which would provide more Act 51 money for distribution. Lockwood stated that the Parks and Recreation Board held a meeting earlier in the evening and approved allowing the Fenton Little League to use the baseball fields at Silver Lake Park for free for two nights a week during the months of May and June. Lockwood added that the League will be maintaining the fields as a trade for their use.

King stated that she was happy to see the savings in cost for a reduction in copies. King also congratulated the Police Department on a job well done. King congratulated the Fire

Department on attaining a \$54,000 grant for new hoses. King stated that the Loose Center is still moving forward and added that there are new officers on the Board now.

Bland gave his thanks to the DPW and Water employees for great work in the inclement weather.

LEGAL COUNSEL

Ross Bower introduced himself to the Council and stated that he will be filling in for Attorney Schultz while he is on vacation at this time.

MAYOR'S COMMENTS

Osborn stated that she had met with the members of the Fenton Area Cable Television Consortium and Charter Communications. Osborn further stated that programming on Channel 99 may be able to be placed "On Demand" with the cable provider.

Osborn reported that the session held with Lew Bender went quite well and she would like to schedule another meeting in July to follow up and the matters that were addressed.

CITIZENS COMMENTS - None.

CONSENT AGENDA

Osborn reviewed all of the items on the consent agenda. A motion was made by King and seconded by Smith to approve the Consent Agenda containing the following items:

- Council authorize payment of invoices in the amount of \$284,632.64.
- Council approve and place on file the minutes of the December 18, 2012 Downtown Development Authority meeting.
- Place on file a public hearing notice on the proposed changes to the State Bureau of Construction Codes proposed fee schedule modifications, to be held on February 13, 2013.

YEAS: Lockwood, Osborn, Piacentini, Smith, Bland, Jacob, King.

NAYS: None.

ABSENT: None. Motion carried by roll call vote.

RESOLUTION NO. 13-02

A motion was made by Lockwood and seconded by Jacob to approve Resolution No. 13-02, which authorizes individuals to request reimbursements from the Community Development Block Grant (CDBG) Program, on behalf of the City of Fenton.

YEAS: Osborn, Piacentini, Smith, Bland, Jacob, King, Lockwood.

NAYS: None.

ABSENT: None. **RESOLUTION DECLARED ADOPTED.**

COMMUNITY CENTER CONSTRUCTION DRAWINGS

Burns reviewed that the Fire Department conducted an inspection of the Fenton Community and Cultural Center and met with administration to discuss several issues that need attention inside and around the building. Burns stated that it was the recommendation of the Construction Manager for the Project as well as the Architect, that the construction drawings for

the project be completed in order to prevent a duplication of efforts to the property in regards to repairs and upgrades. Burns stated that the DDA has already approved the funding of getting the drawings made.

Smith stated that he wants to make sure that this project, as a whole, stays on schedule because it should not be dragged out over 10-15 years. Markland stated that the drawings are necessary in order to be orderly, timely, and efficient. Bland agreed that the drawings are the next step for the City to take in this process.

A motion was made by Smith and seconded by Bland to authorize Lindhout and Associates to draft construction drawings for the Fenton Community and Cultural Center for a cost not to exceed \$60,095.91. Motion carried by voice vote.

Markland stated that the restoration and development of the Fenton Community and Cultural Center is not intended to be a project that is split up into pieces and added that the point of getting the construction drawings done is to ensure that the project is cohesive and efficient. Osborn added that the drawings will allow for the opportunity to solicit bids and get a more accurate projection of the total cost of the project.

LANDSCAPING EASEMENT FOR THE FENTON FIRE HALL

A motion was made by Smith and seconded by Jacob to enter into an easement agreement with Union Joints, as presented, to maintain landscaping at the future Fenton Fire Hall. Motion carried by voice vote.

REFUSE EASEMENT FOR THE OLD FIRE HALL

A motion was made by Bland and seconded by Smith to enter into an easement agreement with Union Joints, as presented, to maintain a refuse station at the future Fenton Fire Hall. Motion carried by voice vote.

“KEEP GENESEE COUNTY BEAUTIFUL” REQUEST

Markland reviewed that “Keep Genesee County Beautiful” has solicited the City of Fenton to make a contribution to them in the amount of \$\$1,250 to assist with the household hazardous waste collection program. Markland stated that the City has not contributed to this program since 2008.

A motion was made by Smith to deny the request for a contribution to “Keep Genesee County Beautiful”. The motion failed due to lack of support. Markland stated that the City of Fenton has not participated in this program for quite awhile, however, the program itself is a positive endeavor. Piacentini questioned if the City gets any support from any of the other programs that “Keep Genesee County Beautiful” runs besides the hazardous waste collection. Lockwood stated that Fenton was not used as a collection site last year due to a conflict of a tournament on the proposed dates. Lockwood stated that a lot of materials are collected during these hazardous waste drives and she requested for Fenton to be next for the drop-off site. Lockwood stated she would be happy to contact them to see if they can make a presentation to the Council.

A motion was made by Osborn and seconded by Lockwood to table the matter of the City’s contribution to “Keep Genesee County Beautiful” until more information can be presented to the Council. Motion carried by voice vote.

CALL TO THE AUDIENCE – None.

CLOSED SESSION

A motion was made by Osborn and seconded by Lockwood to enter into closed session for the purpose of discussing the purchase of property. Motion carried by voice vote.

Council recessed to Closed Session at 8:12 PM.

Council reconvened to Open Session at 8:38 PM.

Meeting adjourned at 8:39 PM.

Mayor Sue Osborn

City Clerk, Jennifer Naismith

CITY OF FENTON COUNCIL PROCEEDINGS
Monday, February 11, 2013
City Hall Council Chambers
301 South Leroy Street

Mayor Osborn called the meeting to order at 7:30 PM.

The invocation for the evening was the Lord's Prayer and was followed by the Pledge of Allegiance.

Present: Bland, Jacob, King, Lockwood, Osborn, Smith.
Absent: Piacentini. (Excused)
Others Present: Lynn Markland, City Manager.

CITY MANAGER'S REPORT

Markland reported that he attended the MLGMA Winter Institute in Rochester, Michigan and stated that the conference was excellent and had many great sessions, including a session on streetscape management, which was very educational.

Markland reported that the City has received news from FANG that Fenton will be receiving 100% of our dues reimbursed for the year because of the successful seizure and forfeiture of drug related property, amounting to around \$17,000.

Markland has signed the contract for Community Development Block Grant funding for the property that the City is looking to purchase. The City could not begin the purchasing process until the contract was signed and Genesee County has given a deadline of April 1, 2013 to complete the process.

Markland informed the Council that the City's all day budget work session will be held on Saturday, April 27, 2013 from 9:00 Am to 5:00 PM.

In conclusion, Markland stated that the DPW did a great job with snow removal on the previous Friday and that the roads were in great shape.

COUNCIL MEMBER COMMENTS

Jacob thanked the DPW employees for the great job they did with snow removal. Lockwood informed the Council that the City's booth at the Expo is coming along quite nicely and that a sign-up sheet for the Council is circulating. Lockwood explained that the plan for the City's booth is to highlight what the City has been able to accomplish over the last three years – mainly projects of the Downtown Development Authority and some other smaller projects as well. Lockwood added that a calendar of citywide events is also being developed so that residents can get a really good look at all that goes on in the City. Lockwood stated that any feedback or input is appreciated. King requested that Lockwood also highlight the Shiawassee River Clean-up as one of the City's events as well.

King gave an update on the proceedings of the Loose Senior Citizens Center and stated that more detailed information would be forthcoming to the Council in a Friday Memo. Bland stated that the DPW employees, as well as some of the water employees, did an outstanding job with snow removal and that it was the best in Genesee County.

MAYOR’S COMMENTS

Osborn thanked the DPW for the wonderful job they all did with the recent need for snow removal and added that the City is very grateful to them. Osborn also informed the Council that the Fenton Expo is coming up and they should all sign up for time they have available to sit at the City’s booth.

CITIZENS COMMENTS - None.

CONSENT AGENDA

Osborn reviewed all of the items on the consent agenda. King had some questions about the expenses for light bulbs which were answered to her satisfaction. A motion was made by Bland and seconded by Smith to approve the Consent Agenda containing the following items:

- Council approve the minutes of the January 7, 2013 Work Session.
- Council authorize payment of invoices in the amount of \$91,011.09.
- Council place on file a public hearing notice on the proposed changes to the State Bureau of Construction Codes proposed changes to administrative rules, to be held on February 28, 2013.
- Approve a proclamation for Rotary International Day.

YEAS: Jacob, King, Lockwood, Osborn, Smith, Bland.
 NAYS: None.
 ABSENT: Piacentini. Motion carried by roll call vote.

SET PUBLIC HEARING

A motion was made by Osborn and seconded by Lockwood to set a public hearing for March 25, 2013, to accept public comment on the proposed amendment to the Preliminary Planned Unit of Development (PUD) for Fenton Wellness Center. Motion carried by voice vote.

CALL TO THE AUDIENCE

Cherie Smith, of 200 Union Street, stated that the Village of Milford provides a magnet to the residents that lays out all of the events in the Village for the year and she thought this would be a great idea for the City of Fenton. Ms. Smith also reported on the success of the Community Garden, citing that 5,786 pounds of food was distributed to people in need in the community. MS. Smith further informed the Council that the Community Garden is considering different methods of distribution in order to more efficiently meet the needs of those who participate.

Meeting adjourned at 7:49 PM.

Mayor Sue Osborn

City Clerk, Jennifer Naismith

EXP CHECK RUN DATES 03/17/2013 - 03/17/2013
 UNJOURNALIZED
 OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 495 LDFA CONSTRUCTION FUND					
Dept 852 LOCAL DEVELOPMENT FINANCE					
495-852-819.100	WEBSITE	3 SIXTY INTERACTIVE	WEBSITE HOSTING & SUPPORT FEBRUARY	216.67	
495-852-820.910	CMAQ	HUBBELL, ROTH & CLARK	OWEN RD CORRIDOR TRAFFIC SIGNAL	728.00	
		Total For Dept 852 LOCAL DEVELOPMENT FINANCE		944.67	
		Total For Fund 495 LDFA CONSTRUCTION FUND		944.67	
		Fund Totals:			
			Fund 495 LDFA CONSTRUC	944.67	
			Total For All Funds:	944.67	

EXP CHECK RUN DATES 03/18/2013 - 03/18/2013
 UNJOURNALIZED
 OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-111.300	INVENTORY - SALT	DETROIT SALT COMPANY	ROCK SALT	2,699.50	
101-000-111.300	INVENTORY - SALT	DETROIT SALT COMPANY	ROCK SALT	2,719.74	
101-000-111.300	INVENTORY - SALT	DETROIT SALT COMPANY	ROCK SALT	2,735.05	
101-000-111.300	INVENTORY - SALT	DETROIT SALT COMPANY	ROCK SALT	2,785.91	
101-000-111.300	INVENTORY - SALT	DETROIT SALT COMPANY	ROCK SALT	5,610.66	
101-000-111.300	INVENTORY - SALT	DETROIT SALT COMPANY	ROCK SALT	5,546.12	
Total For Dept 000				22,096.98	
Dept 101 CITY COUNCIL					
101-101-864.000	CONFERENCES & DUES	BEN SMITH	MEAL REIMBURSEMENT	35.00	
101-101-864.000	CONFERENCES & DUES	CHERYL KING	MILEAGE REIMBURSEMENT	68.37	
101-101-956.100	MISCELLANEOUS	THE FRENCH LAUNDRY	SOUP AND SANDWICHES	118.72	
Total For Dept 101 CITY COUNCIL				222.09	
Dept 192 ELECTIONS					
101-192-970.000	CAPITAL OUTLAY	IMAGE PROJECTIONS	VOTING LOCATION SIGNS	120.00	
Total For Dept 192 ELECTIONS				120.00	
Dept 209 ASSESSOR					
101-209-727.000	SUPPLIES	ELITE BUSINESS PRODUCTS	OFFICE SUPPLIES	167.99	
101-209-727.000	SUPPLIES	ELITE BUSINESS PRODUCTS	OFFICE SUPPLIES	76.96	
101-209-824.000	COUNTY SERVICES	PITNEY BOWES	CITY HALL POSTAGE	2,000.00	
101-209-864.000	CONFERENCES & DUES	ASA-DETROIT CHAPTER	EVALUATING RESIDENTIAL CONSTRUCTION	125.00	
101-209-864.000	CONFERENCES & DUES	ASA-DETROIT CHAPTER	GAS STATION VALUATION - TONYA MOLLOSE	50.00	
Total For Dept 209 ASSESSOR				2,419.95	
Dept 210 ATTORNEY					
101-210-826.000	LEGAL FEES	FAHEY SHULTZ BURZYCH RHO	FIRE DEPARTMENT	35.00	
101-210-826.000	LEGAL FEES	FAHEY SHULTZ BURZYCH RHO	ASSESSOR	282.50	
101-210-826.000	LEGAL FEES	FAHEY SHULTZ BURZYCH RHO	COST RECOVERY	433.50	
101-210-826.000	LEGAL FEES	FAHEY SHULTZ BURZYCH RHO	CITY COUNCIL	2,345.00	
101-210-826.000	LEGAL FEES	FAHEY SHULTZ BURZYCH RHO	POLICE	462.00	
101-210-826.000	LEGAL FEES	FAHEY SHULTZ BURZYCH RHO	ORDINANCES	184.50	
101-210-826.000	LEGAL FEES	FAHEY SHULTZ BURZYCH RHO	BUILDING & PLANNING	1,637.50	
101-210-826.000	LEGAL FEES	FAHEY SHULTZ BURZYCH RHO	MANAGER	805.00	
101-210-826.000	LEGAL FEES	FAHEY SHULTZ BURZYCH RHO	TREASURER	122.50	
101-210-826.000	LEGAL FEES	FAHEY SHULTZ BURZYCH RHO	MAYOR	34.00	
Total For Dept 210 ATTORNEY				6,341.50	
Dept 215 CLERK					
101-215-864.000	CONFERENCES & DUES	GCGC	SPRING MEETING	15.00	
101-215-900.000	PRINTING AND PUBLISHING	TRI-COUNTY TIMES	FEBRUARY NEWSPAPER ADS	1,248.53	
101-215-956.100	MISCELLANEOUS	ELITE BUSINESS PRODUCTS	INK	65.76	
Total For Dept 215 CLERK				1,329.29	
Dept 234 GENERAL SERVICES					
101-234-727.000	SUPPLIES	ELITE BUSINESS PRODUCTS	OFFICE SUPPLIES	281.55	
101-234-727.000	SUPPLIES	SPARTAN STORES LLC	MARJ'S RETIREMENT PARTY	88.18	
101-234-728.000	POSTAGE	PITNEY BOWES	CITY HALL POSTAGE	2,000.00	
101-234-810.000	PROFESSIONAL SERVICES	COMPREHENSIVE COMPUTING	FEBRUARY MAINTENANCE	1,516.50	

General, Water, Sewer

EXP CHECK RUN DATES 03/18/2013 - 03/18/2013
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 OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 234 GENERAL SERVICES					
101-234-970.000	CAPITAL OUTLAY	DELL	8GB REPLACEMENT MEMORY - SERVER	333.08	
101-234-970.000	CAPITAL OUTLAY	DELL	1TB HARD DRIVE - SERVER	357.47	
Total For Dept 234 GENERAL SERVICES				4,576.78	
Dept 253 TREASURER					
101-253-740.000	OPERATING SUPPLIES	ELITE BUSINESS PRODUCTS	OFFICE SUPPLIES	87.99	
Total For Dept 253 TREASURER				87.99	
Dept 265 CITY HALL					
101-265-740.000	OPERATING SUPPLIES	ELITE BUSINESS PRODUCTS	OFFICE SUPPLIES	22.28	
101-265-740.000	OPERATING SUPPLIES	ELITE BUSINESS PRODUCTS	OFFICE SUPPLIES	49.29	
101-265-740.000	OPERATING SUPPLIES	MICHIGAN COMPANY INC.	CITY HALL SUPPLIES	114.18	
101-265-740.000	OPERATING SUPPLIES	SUBURBAN OFFICE SUPPLIES	CITY HALL SUPPLIES	27.99	
101-265-818.000	CONTRACTED SERVICES	SUNSET MAINTENANCE	JANITORIAL SERVICE FEBRUARY	668.08	
Total For Dept 265 CITY HALL				881.82	
Dept 301 POLICE GENERAL					
101-301-740.000	OPERATING SUPPLIES	CHARTER COMMUNICATIONS	POLICE DEPT CABLE & INTERNET	99.53	
101-301-740.000	OPERATING SUPPLIES	FENTON KAR WASH	POLICE DEPT CAR WASH	104.00	
101-301-740.000	OPERATING SUPPLIES	GALLS, INC.	CLOSED HANDCUFF CASE	96.00	
101-301-740.000	OPERATING SUPPLIES	NORTHERN SAFETY & INDUST	GLOVES	348.99	
101-301-740.000	OPERATING SUPPLIES	SUBURBAN OFFICE SUPPLIES	POLICE DEPT SUPPLIES	26.95	
101-301-740.000	OPERATING SUPPLIES	SUBURBAN OFFICE SUPPLIES	POLICE DEPT SUPPLIES	37.74	
101-301-741.000	UNIFORMS	DIXIE CLEANERS	POLICE DEPT DRY CLEANING	914.55	
101-301-826.000	LEGAL FEES	FOSTER, SWIFT, COLLINS &	PROSECUTIONS	4,450.99	
Total For Dept 301 POLICE GENERAL				6,078.75	
Dept 320 POLICE TRAINING					
101-320-960.000	EDUCATION & TRAINING	CMP DISTRIBUTORS, INC	SPRING SHOOT QUALIFICATION	743.20	
101-320-960.000	EDUCATION & TRAINING	OAKLAND COMMUNITY COLLEG	TOWNSEND ADV POLICE TRAIN TUITION	720.00	
101-320-960.000	EDUCATION & TRAINING	PRIORITY DISPATCH	MAINTENANCE AGREEMENT ANNUAL CARDSET	39.00	
101-320-960.302	ED & TRAIN 302 GRANT	CHRIS HARDENBURGH	MILEAGE REIMBURSEMENT	240.69	
Total For Dept 320 POLICE TRAINING				1,742.89	
Dept 327 POLICE STATION & BUILDING					
101-327-740.000	OPERATING SUPPLIES	CHEMCO	PREMIUM ICE MELTER	306.25	
101-327-740.000	OPERATING SUPPLIES	SUBURBAN OFFICE SUPPLIES	POLICE DEPT SUPPLIES	135.50	
101-327-740.000	OPERATING SUPPLIES	SUBURBAN OFFICE SUPPLIES	POLICE DEPT SUPPLIES	26.49	
101-327-854.000	EQUIPMENT LEASING	RICOH USA, INC	POLICE DEPT COPIER	213.50	
101-327-931.000	BUILDING MAINTENANCE	BECK'S PEST CONTROL	ANT CONTROL POLICE DEPT	120.00	
101-327-931.000	BUILDING MAINTENANCE	DAN MILKEY	FIXED LEAK AROUND EXHAUST VENT	250.00	
Total For Dept 327 POLICE STATION & BUILDING				1,051.74	
Dept 336 FIRE ADMINISTRATIVE					
101-336-727.000	SUPPLIES	SUBURBAN OFFICE SUPPLIES	FIRE HALL SUPPLIES	24.29	
101-336-727.000	SUPPLIES	SUBURBAN OFFICE SUPPLIES	FIRE HALL SUPPLIES	42.99	
101-336-727.000	SUPPLIES	SUBURBAN OFFICE SUPPLIES	FIRE HALL SUPPLIES	27.99	
101-336-727.000	SUPPLIES	SUBURBAN OFFICE SUPPLIES	FIRE HALL SUPPLIES	47.77	
101-336-740.000	OPERATING SUPPLIES	THE UPS STORE	SHIPPING	15.80	
101-336-740.200	FIRE FIGHTING EQUIP	Douglas Safety Systems	GLOVES	278.13	

EXP CHECK RUN DATES 03/18/2013 - 03/18/2013

UNJOURNALIZED

OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 336 FIRE ADMINISTRATIVE					
101-336-740.200	FIRE FIGHTING EQUIP	WITMER PUBLIC SAFTEY GRO	CAIRNS 1044 W 4' FACESHIELD	261.49	
101-336-740.200	FIRE FIGHTING EQUIP	WITMER PUBLIC SAFTEY GRO	CAIRNS 1044 W4' FACESHIELD	261.49	
101-336-741.000	UNIFORMS	GALL'S, INC.	UNIFORMS	132.88	
101-336-741.000	UNIFORMS	NYE UNIFORM COMPANY	SLIDE BAR COMMENDATION HOLDERS	16.64	
101-336-934.000	EQUIPMENT MAINT.	CUTTER'S EDGE ENGRAVING	REPAIR 16' BULLER CHAIN	105.12	
101-336-934.000	EQUIPMENT MAINT.	RICOH USA, INC	FIRE DEPT COPIER	156.00	
101-336-970.000	CAPITAL OUTLAY	MOTOROLA INC.	ASTRO DIGITAL RADIO W/ CONTROL	2,334.00	
Total For Dept 336 FIRE ADMINISTRATIVE				3,704.59	
Dept 346 FIRE STATION					
101-346-740.000	OPERATING SUPPLIES	CHARTER COMMUNICATIONS	FIRE HALL CABLE	35.09	
101-346-740.000	OPERATING SUPPLIES	TAYLOR HARDWARE, INC	CITY WIDE SUPPLIES	20.68	
101-346-818.000	CONTRACTED SERVICES	SUNSET MAINTENANCE	JANITORIAL SERVICE FEBRUARY	429.48	
101-346-931.000	BUILDING MAINTENANCE	C & M WIRE ROPE & SUPPLY	40 LB BAGS OIL DRY	148.75	
101-346-931.000	BUILDING MAINTENANCE	TAYLOR HARDWARE, INC	CITY WIDE SUPPLIES	3.12	
Total For Dept 346 FIRE STATION				637.12	
Dept 371 INSPECTION					
101-371-727.000	SUPPLIES	ELITE BUSINESS PRODUCTS	OFFICE SUPPLIES	63.96	
101-371-818.000	CONTRACTED SERVICES	THEODORE SCZEPANSKI	INSPECTIONS	1,550.07	
Total For Dept 371 INSPECTION				1,614.03	
Dept 738 LIBRARY					
101-738-740.000	OPERATING SUPPLIES	SUBURBAN OFFICE SUPPLIES	LIBRARY SUPPLIES	42.99	
101-738-740.000	OPERATING SUPPLIES	SUBURBAN OFFICE SUPPLIES	LINRARY SUPPLIES	43.58	
101-738-818.000	CONTRACTED SERVICES	SUNSET MAINTENANCE	JANITORIAL SERVICE FEBRUARY	1,002.12	
Total For Dept 738 LIBRARY				1,088.69	
Dept 746 COMMUNITY NEEDS					
101-746-819.100	WEBSITE	3 SIXTY INTERACTIVE	WEBSITE HOSTING & SUPPORT FEBRUARY	216.67	
101-746-822.000	EXPO PROGRAM	IMAGE PROJECTIONS	CITY OF FENTON BANNER	250.00	
Total For Dept 746 COMMUNITY NEEDS				466.67	
Dept 805 PLANNING					
101-805-818.000	CONTRACTED SERVICES	CIB PLANNING	ADMINISTRATIVE TASK	1,351.25	
101-805-818.000	CONTRACTED SERVICES	CIB PLANNING	ADMINISTRATIVE TASK	2,788.75	
Total For Dept 805 PLANNING				4,140.00	
Total For Fund 101 GENERAL FUND				58,600.88	
Fund 202 MAJOR STREET FUND					
Dept 457 CAPITAL IMPROVEMENT					
202-457-860.000	N. LEROY	OHM ENGINEERING ADVISORS	N LEROY CE	1,357.50	
Total For Dept 457 CAPITAL IMPROVEMENT				1,357.50	
Dept 463 MAINTENANCE					
202-463-740.000	OPERATING SUPPLIES	CHAPPLE ELECTRIC, LLC	100 WATT HPS LAMP MOGUL BASE	111.84	
202-463-740.000	OPERATING SUPPLIES	CHAPPLE ELECTRIC, LLC	175 WATT METAL HALIDE MOGUL BASE LAMP	447.36	
202-463-740.000	2014 TIP APPLICATION	OHM ENGINEERING ADVISORS	TIP APPLICATION	2,800.00	
202-463-818.000	DRAINAGE STUDY (PARTIAL)	OHM ENGINEERING ADVISORS	N. LEROY DRAINAGE STUDY	3,512.50	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 202 MAJOR STREET FUND					
Dept 463 MAINTENANCE					
Total For Dept 463 MAINTENANCE				6,871.70	
Dept 474 TRAFFIC SERVICES					
202-474-740.000	OPERATING SUPPLIES	TECHNICHEM, INC.	STREET SIGNS	395.88	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	S-MTCE OWEN @ JENNINGS	102.34	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	US23 NB OFF RAMP @ BR (OWEN)	100.96	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	CAROLINE @ LEROY T-SIGNAL STOP & GO	43.33	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	SIGNAL MTCE- 504 (41)	488.27	
202-474-818.000	CONTRACTED SERVICES	GENESEE CO. ROAD COMMISS	S-MTCE 504 SILVER PKWY OWEN RD & KMAR	86.70	
Total For Dept 474 TRAFFIC SERVICES				1,217.48	
Dept 482 DPW DIRECTOR					
202-482-742.000	CLOTHING ALLOWANCE	John Harkness	CLOTHING ALLOWANCE - BOOTS	36.96	
202-482-742.000	CLOTHING ALLOWANCE	TRACTOR SUPPLY CREDIT PL	STATEMENT 2/18/13	39.99	
Total For Dept 482 DPW DIRECTOR				76.95	
Total For Fund 202 MAJOR STREET FUND				9,523.63	
Fund 203 LOCAL STREET FUND					
Dept 463 MAINTENANCE					
203-463-740.000	OPERATING SUPPLIES	CHAPPLE ELECTRIC, LLC	GLOBE FOR EAGLE'S LIGHT	224.00	
203-463-740.000	OPERATING SUPPLIES	USA BLUE BOOK	DPW SUPPLIES	81.38	
Total For Dept 463 MAINTENANCE				305.38	
Dept 474 TRAFFIC SERVICES					
203-474-740.000	OPERATING SUPPLIES	TECHNICHEM, INC.	STREET SIGNS	395.88	
Total For Dept 474 TRAFFIC SERVICES				395.88	
Total For Fund 203 LOCAL STREET FUND				701.26	
Fund 208 PARK/RECREATION FUND					
Dept 691 RECREATION & PARKS					
208-691-775.000	MATERIALS	HERMAN FERGUSON	STUMP GRINDING CONKLIN PARK	275.00	
Total For Dept 691 RECREATION & PARKS				275.00	
Total For Fund 208 PARK/RECREATION FUND				275.00	
Fund 209 CEMETERY FUND					
Dept 277 CEMETERY OPERATING					
209-277-801.000	MONTHLY BILLING PER CONTRACT	TNT OUTDOOR SERVICES,LLC	CEMETERY MAINTENANCE MONTHLY BILLING	2,550.00	
209-277-956.100	MISCELLANEOUS	ALLIED WASTE SERVICES #2	OAKWOOD CEMETERY FRONT LOAD	99.89	
Total For Dept 277 CEMETERY OPERATING				2,649.89	
Total For Fund 209 CEMETERY FUND				2,649.89	
Fund 226 GARBAGE AND RUBBISH COLLECTION FUND					
Dept 528 SANITATION					
226-528-818.000	CONTRACTED SERVICES	REPUBLIC SERVICES #237	YARD WASTE, RECYCLING, GARBAGE FEBRUA	35,993.09	
Total For Dept 528 SANITATION				35,993.09	
Total For Fund 226 GARBAGE AND RUBBISH COLLECTION FUN				35,993.09	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 296 DARE FUND					
Dept 335 DARE					
296-335-956.100	MISCELLANEOUS	PROJECT GRADUATION	PROJECT GRADUATION 2013	100.00	
Total For Dept 335 DARE				100.00	
Total For Fund 296 DARE FUND				100.00	
Fund 590 SEWER FUND					
Dept 000					
590-000-131.000	SEWER LINE IMPROVEMENTS	HUBBELL, ROTH & CLARK	BRIARWOOD PUMP STATION RENOVATION	2,022.10	
590-000-131.000	SEWER LINE IMPROVEMENTS	HUBBELL, ROTH & CLARK	BRIARWOOD PUMP STATION RENOVATION	1,521.74	
Total For Dept 000				3,543.84	
Dept 548 SEWER					
590-548-727.000	SUPPLIES	TBF GRAPHICS	WATER OPERATION CHECKS	81.65	
590-548-818.000	CONTRACTED SERVICES	COMPREHENSIVE COMPUTING	FEBRUARY MAINTENANCE	758.25	
Total For Dept 548 SEWER				839.90	
Total For Fund 590 SEWER FUND				4,383.74	
Fund 591 WATER FUND					
Dept 173 728					
591-173-727.000	SUPPLIES	TBF GRAPHICS	WATER OPERATION CHECKS	81.65	
Total For Dept 173 728				81.65	
Dept 266 WATER TREATMENT PLANT					
591-266-740.000	OPERATING SUPPLIES	BRIGHTON ANALYTICAL LABS	LIQUID ANIONS & DISSOLVED METALS	60.00	
591-266-740.000	OPERATING SUPPLIES	BRIGHTON ANALYTICAL LABS	LIQUID ANIONS & DISSOLVED METALS	82.50	
591-266-740.000	BULK HYDRATE (TONS)	CARMEUSE LIME AND STONE	HYDRATE	4,759.76	
591-266-740.000	OPERATING SUPPLIES	ELITE BUSINESS PRODUCTS	OFFICE SUPPLIES	72.98	
591-266-740.000	OPERATING SUPPLIES	ENVIRONMENTAL RESOURCE A	WATER PLANT SUPPLIES	419.27	
591-266-740.000	ELECTRIC HEATER MOD #2YU59	GRAINGER	ELECTRIC HEATER FOR WELL HOUSE	729.50	
591-266-740.000	OPERATING SUPPLIES	HACH CHEMICAL CO.	WATER PLANT SUPPLIES	310.92	
591-266-740.000	HYPOCHLORITE SOLUTION BULK	JONES CHEMICALS INC.	HYPOCHLORITE SOLUTION	2,785.60	
591-266-740.000	OPERATING SUPPLIES	SUBURBAN OFFICE SUPPLIES	WATER PLANT SUPPLIES	24.29	
591-266-740.000	OPERATING SUPPLIES	SUBURBAN OFFICE SUPPLIES	WATER PLANT SUPPLIES	27.99	
591-266-740.000	OPERATING SUPPLIES	TAYLOR HARDWARE, INC	WATER SUPPLIES	102.62	
591-266-740.000	OPERATING SUPPLIES	THE UPS STORE	SHIPPING	23.85	
591-266-740.000	OPERATING SUPPLIES	THE UPS STORE	SHIPPING	39.26	
591-266-740.000	OPERATING SUPPLIES	THE UPS STORE	SHIPPING	7.69	
591-266-740.000	OPERATING SUPPLIES	USA BLUE BOOK	BALL VALVES	173.98	
591-266-740.000	OPERATING SUPPLIES	USA BLUE BOOK	POLYBLEND PUMP HEAD ASSEMBLY	314.27	
591-266-818.000	CONTRACTED SERVICES	WILDLIFE MGT & RESCUE	MARCH - JUNE SERVICE	300.00	
591-266-864.000	CONFERENCES & DUES	AMERICAN WATER WORKS ASS	STEVE GUY 2013 DUES	170.00	
591-266-864.000	CONFERENCES & DUES	AMERICAN WATER WORKS ASS	DAN CZARECKI 2013 DUES	170.00	
591-266-864.000	CONFERENCES & DUES	HOLBEN PROFESSIONAL ENVI	WATER CONF - ROBERT STUCKER	150.00	
591-266-864.000	CONFERENCES & DUES	MICHIGAN SECTION, AWWA	SPRING REGIONAL MEETING STEVE GUY	95.00	
591-266-864.000	CONFERENCES & DUES	MICHIGAN SECTION, AWWA	2013 SPRING REGIONAL MEETING JIM BRA	95.00	
591-266-931.000	BUILDING MAINTENANCE	SUNSET MAINTENANCE	JANITORIAL SERVICE FEBRUARY	286.32	
591-266-972.000	GIS/COMPUTER	COMPREHENSIVE COMPUTING	FEBRUARY MAINTENANCE	19.40	
Total For Dept 266 WATER TREATMENT PLANT				11,220.20	

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 591 WATER FUND					
Dept 900 WATER OPERATING					
591-900-740.000	OPERATING SUPPLIES	TAYLOR HARDWARE, INC	WATER SUPPLIES	25.63	
591-900-740.000	OPERATING SUPPLIES	VIC BOND SALES, INC.	THERMOSTAT WIRE	122.11	
591-900-818.000	CONTRACTED SERVICES	COMPREHENSIVE COMPUTING	FEBRUARY MAINTENANCE	758.25	
591-900-971.300	MONTHLY BILLING	HYDRO-DESIGNS, INC.	CROSS CONNECTION CONTROL PROGRAM MONT	1,265.00	
Total For Dept 900 WATER OPERATING				2,170.99	
Total For Fund 591 WATER FUND				13,472.84	
Fund 640 DPW EQUIPMENT REVOLVING FUND					
Dept 932 EQUIPMENT					
640-932-740.000	OPERATING SUPPLIES	CARQUEST AUTO PARTS STOR	DPW SUPPLIES	120.13	
640-932-740.000	OPERATING SUPPLIES	GREAT LAKES EMERG. PRODU	GLOVES, VEST, HARD HATS	63.83	
640-932-740.000	OPERATING SUPPLIES	GREAT LAKES EMERG. PRODU	VERTEX SUPER-LED HIDEAWAY LIGHT AMBER	267.80	
640-932-740.000	OPERATING SUPPLIES	GREAT LAKES EMERG. PRODU	L21 LED BEACON HIGH DOME	264.70	
640-932-740.000	OPERATING SUPPLIES	GREAT LAKES EMERG. PRODU	L21 LED BEACON HIGH DOME	264.70	
640-932-740.000	OPERATING SUPPLIES	KNAPHEIDE TRUCK EQUIPMEN	PARTS	118.13	
640-932-740.000	OPERATING SUPPLIES	STATE WIRE & TERMINAL, I	SINGLE LEVEL BACK-UP ALARM	84.45	
640-932-740.000	OPERATING SUPPLIES	STATE WIRE & TERMINAL, I	PLATED COPPER MAGALUG	23.97	
640-932-740.000	OPERATING SUPPLIES	STATE WIRE & TERMINAL, I	SCREWS WASHERS & NUTS	100.75	
640-932-740.000	OPERATING SUPPLIES	SUBURBAN OFFICE SUPPLIES	DPW SUPPLIES	24.29	
640-932-740.000	OPERATING SUPPLIES	TAYLOR HARDWARE, INC	CITY WIDE SUPPLIES	165.71	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	UNLEADED GAS	1,390.35	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	DIESEL	1,052.63	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	DIESEL	857.19	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	UNLEADED GAS	1,362.78	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	UNLEADED GAS	1,030.75	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	UNLEADED GAS	1,010.98	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	DIESEL	1,082.63	
640-932-751.000	GAS & OIL	MICHIGAN PETROLEUM TECHN	UNLEADED GAS	1,585.34	
640-932-931.000	BUILDING MAINTENANCE	DEE CRAMER	QUARTERLY BILLING SEASONAL PREV MAINT	357.75	
640-932-933.000	DPW EQUIP MAINT	AUTO ONE	CAR AUDIO DASH KIT	130.00	
640-932-933.000	DPW EQUIP MAINT	AUTO ONE	AM/FM RECEIVER	130.00	
640-932-933.000	DPW EQUIP MAINT	JERRY'S TIRE - FLINT	INDUSTRIAL REMOVE & REPLACE	475.00	
640-932-933.000	DPW EQUIP MAINT	PIRTEK STERLING HEIGHTS	DPW MAINTENANCE	271.76	
640-932-934.000	POLICE EQUIPMENT	DEWEY'S AUTO CENTER, INC	REPLACE HEADLIGHT & OIL CHANGE	81.40	
640-932-934.000	POLICE EQUIPMENT	DEWEY'S AUTO CENTER, INC	OIL CHANGE & ROTATION	37.45	
640-932-934.000	POLICE EQUIPMENT	DEWEY'S AUTO CENTER, INC	OIL CHANGE	37.45	
640-932-934.000	POLICE EQUIPMENT	DEWEY'S AUTO CENTER, INC	REPLACE HEATER HOSES & REFILL COOLING	305.90	
640-932-934.000	POLICE EQUIPMENT	VIC CANEVER CHEVROLET IN	OIL CHANGE & TIRE ROTATION	35.00	
640-932-953.000	DRIVERS LICENSE FEES	KELLY FLETCHER	CDL REIMBURSEMENT - KELLY FLETCHER	70.00	
640-932-956.100	MISCELLANEOUS	LEXISNEXIS OCC. HEALTH S	CLINIC COLLECTION - ROY BAIRD	38.00	
Total For Dept 932 EQUIPMENT				12,840.82	
Total For Fund 640 DPW EQUIPMENT REVOLVING FUND				12,840.82	
Fund Totals:					
				Fund 101 GENERAL FUND	58,600.88
				Fund 202 MAJOR STREET	9,523.63
				Fund 203 LOCAL STREET	701.26

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User: JDEHMEL
DB: Fenton

INVOICE GL DISTRIBUTION REPORT FOR CITY OF FENTON

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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
			Fund 208 PARK/RECREATI	275.00	
			Fund 209 CEMETERY FUND	2,649.89	
			Fund 226 GARBAGE AND R	35,993.09	
			Fund 296 DARE FUND	100.00	
			Fund 590 SEWER FUND	4,383.74	
			Fund 591 WATER FUND	13,472.84	
			Fund 640 DPW EQUIPMENT	12,840.82	
			Total For All Funds:	<u>138,541.15</u>	

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OPEN

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 000					
101-000-220.173	LASCO FORD	CIB PLANNING	DEVELOPMENT REVIEWS	593.75	
101-000-220.173	LASCO FORD	OHM ENGINEERING ADVISORS	STORM SEWER GRADING INSPECTION	280.00	
101-000-220.358	ACUMENT/ADT SECURITY	CIB PLANNING	DEVELOPMENT REVIEWS	737.50	
101-000-220.378	BOSTON GOURMET PIZZA	CIB PLANNING	DEVELOPMENT REVIEWS	62.50	
101-000-220.378	BOSTON GOURMET PIZZA	CIB PLANNING	DEVELOPMENT REVIEWS	62.50	
101-000-220.378	BOSTON GOURMET PIZZA	OHM ENGINEERING ADVISORS	REVIEW #2 AND FOLLOW UP	562.50	
101-000-220.380	JANICE ZUBER	CIB PLANNING	DEVELOPMENT REVIEWS	406.25	
101-000-220.380	JANICE ZUBER	OHM ENGINEERING ADVISORS	SITE PLAN REVIEW #2	62.50	
101-000-220.387	MEDI LODGE	CIB PLANNING	DEVELOPMENT REVIEWS	343.75	
101-000-220.387	MEDI LODGE	CIB PLANNING	DEVELOPMENT REVIEWS	156.25	
101-000-220.390	CREATIVE FOAM	CIB PLANNING	DEVELOPMENT REVIEWS	375.00	
101-000-220.391	FENTON FIRE HALL	CIB PLANNING	DEVELOPMENT REVIEWS	187.50	
101-000-220.397	FAIRFIELD HOLDINGS	CIB PLANNING	DEVELOPMENT REVIEWS	156.25	
101-000-220.398	D&W DEVELOPMENT	CIB PLANNING	DEVELOPMENT REVIEWS	525.00	
101-000-220.399	FENTON FAMILY DENTIST	CIB PLANNING	DEVELOPMENT REVIEWS	187.50	
101-000-220.400	BURGER KING - OWEN RD	CIB PLANNING	DEVELOPMENT REVIEWS	562.50	
101-000-220.400	BURGER KING - OWEN RD	CIB PLANNING	DEVELOPMENT REVIEWS	31.25	
101-000-220.401	603 N. LEROY - JOE BINNO	CIB PLANNING	DEVELOPMENT REVIEWS	31.25	
101-000-220.401	603 N. LEROY - JOE BINNO	CIB PLANNING	DEVELOPMENT REVIEWS	343.75	
		Total For Dept 000		<u>5,667.50</u>	
		Total For Fund 101 GENERAL FUND		<u>5,667.50</u>	
		Fund Totals:			
			Fund 101 GENERAL FUND	<u>5,667.50</u>	
			Total For All Funds:	<u>5,667.50</u>	

ESCROW

EXP CHECK RUN DATES 03/20/2013 - 03/20/2013
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GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 401 DDA CONSTRUCTION FUND					
Dept 851 DOWNTOWN DEVELOPMENT					
401-851-818.400	MARKETING	NEW MOON VISIONS	MARKETING, PR, DESIGN & PRODUCTION -	3,800.00	
401-851-826.000	LEGAL FEES	FAHEY SHULTZ BURZYCH RHO	REAL ESTATE MATTERS FEB.	2,000.00	
401-851-826.000	LEGAL FEES	FAHEY SHULTZ BURZYCH RHO	DDA DIRECTOR	52.50	
401-851-975.720	STREETSCAPE MAINTENANCE	OHM ENGINEERING ADVISORS	DOWNTOWN ROADWAY/STREETSCAPE DESIGN	11,110.00	
401-851-975.750	WEBSITE	3 SIXTY INTERACTIVE	WEBSITE HOSTING & SUPPORT FEBRUARY	216.66	
401-851-975.812	CORNERSTONE	MANSOUR REALTY, INC	CORNERSTON CONSULTING MARCH	3,000.00	
Total For Dept 851 DOWNTOWN DEVELOPMENT				20,179.16	
Total For Fund 401 DDA CONSTRUCTION FUND				20,179.16	
Fund Totals:					
Fund 401 DDA CONSTRUCT				20,179.16	
Total For All Funds:				20,179.16	

DDA

OAKWOOD CEMETERY BOARD
Minutes from January 10, 2013
6:30 PM

Chairman Doug Tebo called the meeting or order at 6:30 PM.

ROLL CALL:

Present: Peters, Bland, Leppert, and Tebo

Absent: Burt

Also Present: Sue Walsh, Deputy Clerk

PREVIOUS MINUTES:

Motion by Bland and supported by Peters to approve the November 13, 2012 regular meeting minutes as amended. Motion was unanimously carried.

CITIZEN COMMENTS:

If you wish to address any agenda item, please identify yourself and you will be called on when that item is reached. Comments on items not on the agenda may be made at the call to the audience.

OLD BUSINESS:

- a. The Section A Expansion was discussed with Barb Bisbee and her brother Matt regarding adding six (6) graves per lot. The cost of corner markers would be approximately \$200. The addition would start at the west end and move east. The expansion would begin with 2-3 lots to start with the possibility of expanding to six (6). The lots would be numbered 115 & 116. No vote was needed to continue the expansion due to the minimal cost.
- b. There was not as much participation with the memory tree as in past years. The board agreed to have another tree next year. A letter of appreciation will be sent to Haddon's Nursery for their donation of the tree for 2012. Motion by Bland and supported by Peters to approve the memory tree for 2013. Motion was unanimously carried.

NEW BUSINESS

- a. Tebo supplied the board with a list of burials for 2011 & 2012 along with a total of burials for 2010.
2012 – 29 burials
2011 – 38 burials
2010 – 30 burials
- b. There were sixteen projects completed in 2012.
 1. Finished cleaning 1600 feet of fence line.
 2. Pulled stumps along 1600 feet of fence line.
 3. Cleaned area around front gate.
 4. Power washed and painted the front gate.
 5. Trimmed several large oak trees in Section K.

6. Removed large oak tree by Old Prospect Hill gate.
 7. Removed large pine tree in Section J (blown over by storm).
 8. Added a sidewalk around the Columbarium.
 9. Reconfigured and replaced several water lines.
 10. Continued toward completion of the date entry into our computer program.
 11. Rectified the flag holder problem thru the Eagle Scout program.
 12. Held a flag retirement ceremony.
 13. Cleaned the drain at the south end of Section GP and added 80 feet of drain tile.
 14. Held the 5th annual History Walk – concentrating on Civil War soldiers in Section G.
 15. Held the 4th annual Memory Tree that was donated by Haddon's Nursery.
 16. Removed a chestnut tree on the west side of Chapel Hill Section D.
- c. Tebo requests the board bring some ideas for projects to the March 2013 meeting. Some proposed projects for 2013 were:
1. Replacing the two arrow signs to Old Prospect Hill.
 2. Address the drainage problems with possible direction from OHM.
 3. Put up another Memory Tree.
 4. History Walk.
 5. Further tree trimming and replacement of trees that were damaged in the tornado.
 6. Tebo to continue working on the walking tour pamphlet.
 7. Asking the Tri-County Times to do a "Do You Know" article on the history of the cemetery.
 8. Monument repairs
 9. Flag retirement ceremony.

CALL TO AUDIENCE

Harry Bidelman would like the board to find ways to attract more people to visit the Cemetery.

CONTRACTOR ITEMS

TNT emptied the trash in December although their billing statement reflects that no work was done. The contract with TNT was extended another year at the same rates.

ADJOURNMENT

Next meeting is scheduled for March 14, 2013. The meeting was adjourned at 7:20 PM.

FENTON PLANNING COMMISSION MINUTES
City Hall Council Chambers
301 S. Leroy Street
January 24, 2013

Vice Chairman Morey called the meeting to order at 7:00 pm.

ROLL CALL

Present: Lenhart, Kasper, Morey, Smith, Steffey, Sprague, Parker
Absent: Farella, Orzol
Others Present: Brad Hissong, Building & Zoning Administrator, Carmine Avantini,
CIB Consultant

Brad Hissong, Building & Zoning Administrator, announced that Chairman Orzol has moved out of the city and will no longer be able to serve on the Planning Commission. He also added that two of our Commissioners were attending a special joint DDA and Council meeting and will be joining the meeting shortly.

MINUTES

Motion by Sprague, support by Steffey to approve the minutes of the November 29, 2012 meeting. **MOTION CARRIED, ALL AYES**

OLD BUSINESS

None.

NEW BUSINESS

Commissioner Sprague wanted to bring attention to the Planning Commission that he sits on the board for the Fairfield Condominiums and has a direct conflict of interest with Item B. He would like to discuss with the Board as to whether or not he should vote on this item. Sprague added that he does not perceive this as a conflict since it does not involve any financial gain to him since all it involves is the legal description is being changed.

After some discussion, Parker made a motion, supported by Steffey that Sprague be allowed to vote on this matter. **MOTION CARRIED, ALL AYES.**

- A. SITE PLAN REVIEW: Acument Global Technologies-Fenton, 2480 Owen Road, Fenton, Mi. Construction of approximate 1,750 square foot addition to the rear of building.**