DAVISON TOWNSHIP BOARD
June 8, 2015
7:00 P.M.

A G E N D A

I. Pledge of Allegiance

II. Previous Minutes

III. Treasurer's Report

IV. Approval of Bills

V. Unfinished Business

VI. New Business
   A. Davison Township Parks & Rec. Employee Handbook

VII. Public Comment Period

VIII. Informational Items
   A. GCRC Report on roads

Adjournment

DAVISON TOWNSHIP
SPECIAL BOARD MEETING
March 13, 2015

MEMBERS PRESENT: Supervisor Karen Miller, Clerk Cindy Shields, Trustee Tim Elkins

Building/Planning Admin. Asst. Charm Healy

Chief of Police Rick Freeman

OTHERS PRESENT: John Krueger, Jim Morey, Shawn Barrett, LaDawn Hastings,

CALL TO ORDER

The special meeting of the Davison Township Board of Trustees was called to order at 9:30 a.m. at the Davison Township Municipal Building, 1280 N. Irish Rd., Davison, MI 48423. The purpose of the meeting was to discuss and approve matters that require action of a timely manner.

NEW BUSINESS

Approval of Condemnation of Gale Road properties for Non-motorized Trail

Karen explained that a resolution for eminent domain to undertake a public improvement for the non-motorized pathway along Gale Road to connect with the proposed Heritage Trail needs the township to acquire easements on properties along Gale Road which are privately owned. This resolution is necessary to proceed with the project or we will lose the funding.

MOTION BY ELKINS, SUPPORT BY SHIELDS to approve the Resolution for Eminent Domain as presented. Motion carried unanimously.

PUBLIC COMMENT

The public comment period was opened at 9:40 a.m. There was no public comment and the public comment period was closed at 9:40 a.m.

ADJOURNMENT

The meeting was adjourned at 9:41 a.m.

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Cindy K. Shields, Clerk

DAVISON TOWNSHIP
SPECIAL BOARD MEETING
March 16, 2015

MEMBERS PRESENT: Supervisor Karen Miller, Clerk Cindy Shields, Treasurer Pat Miller, Trustees Matthew Karr and Tim Elkins

Building/Planning Admin. Asst. Charm Healy

OTHERS PRESENT: None

CALL TO ORDER

The special meeting of the Davison Township Board of Trustees was called to order at 9:45 a.m. at the Davison Township Municipal Building, 1280 N. Irish Rd., Davison, MI 48423. The purpose of the meeting was to discuss and approve matters that require action of a timely manner. The pledge of allegiance was recited.

NEW BUSINESS

Approval of Parks & Rec. Director hiring recommendation

Karen explained that Casey Erin Reed was the Personnel Committees recommendation for the Davison Township Parks & Recreation Director. Of all the applicants she was the one with the best qualifications and very idealistic as where the future of the parks was to go. The job posting was for $48,000 a year but negotiable and an Assistant may also be needed.

MOTION BY KARR, SUPPORT BY P. MILLER to hire Casey Erin Reed as the new Davison Township Parks & Recreation Director as recommended by the Personnel Committee at $48,000 a year if accepted. Motion carried unanimously.

Approval of the Lake Pro contract

Karen stated that Lake Pro is the company used by Griffin Lake residents that we collect a Special Assessment for yearly, so they come highly recommended. The owner met with staff at Lake Callis to explain the treatments and gave us a contract for the job. Everyone thinks that being proactive is the best for Lake Callis and there will be water testing on a monthly basis.

MOTION BY P. MILLER, SUPPORT BY SHIELDS to approve the Lake Pro contract as presented. Motion carried unanimously.

Approval of Chestnut Hills PUD

Charm Healy said that Ken Lowe is asking to include residential duplex and detached single family dwellings and others as may be desirable, which means making the lots bigger for perspective buyers. The Planning Commission has already approved the amended site plan and now the Township Board needs to approve the plans as well.

MOTION BY KAR, SUPPORT BY SHIELDS to approve the Fourth Addendum to Chestnut Hills Planned Unit Development Agreement as presented. Motion carried unanimously.

DAVISON TOWNSHIP
SPECIAL BOARD MEETING
March 16, 2015

PUBLIC COMMENT

The public comment period was opened at 9:55 a.m. There was no public comment and the public comment period was closed at 9:55 a.m.

ADJOURNMENT

The meeting was adjourned at 9:56 a.m.

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Cindy K. Shields, Clerk

DAVISON TOWNSHIP SPECIAL BOARD MEETING
June 4, 2015

MEMBERS PRESENT: Supervisor Karen Miller, Clerk Cindy Shields, Treasurer Pat Miller, Trustee Tim Elkins

Building/Planning Administrator Randy Stewart

Building/Planning Adm. Assistant Charm Healy

Building/Planning Coordinator Jeremy Smith

Parks & Rec. Director Casey Reed

OTHERS PRESENT: John Krueger, Jim Morey

CALL TO ORDER

The special meeting of the Davison Township Board of Trustees was called to order at 3:07 p.m. at the Lake Callis Complex, 1152 N. Gale Rd., Davison, MI 48423. The purpose of the meeting was to discuss fees for the complex.

Karen introduced Michelle Steiner and Corey Clark, Casey's new assistants.

Fees for walk-ins and bus loads

Karen stated that fees for people that want to walk-in, commercial van and bus loads have not been discussed and this is something that needs to be addressed.

Casey gave some examples from other parks that she researched and suggested that the same amount for walk-ins be charged as for a car entrance fee. As for bus loads and vans it should be for a certain amount of people.

There was discussion about the walk-ins not being charged and not being charged the same as a car entrance. It was further discussed that it should be by the amount of people, any amount over nine people should be charged per person. Also if signs should be posted at the Dog Park, "No parking for Lake Callis".

MOTION BY SHIELDS, SUPPORT BY ELKINS to charge walk-ins $1 per person and vehicles with more than nine people $1 per person. Motion carried.

Randy then brought everyone up to date for the Lake Callis project. The splash pad should be up and running next week, power is on, cable hooked up, gas hooked up, parking lots striped, chloride the roads, volley ball courts equipment and lights, pavilion and picnic tables all should be done next week.

Casey has ordered all the food for the Concession Stand and the Health Department will be here Tuesday to inspect. Volunteers will be working on Saturday and Sunday to get everything cleaned up and finishing touches done. All the signs should be done and delivered soon too. Invitations for the opening have been ordered.

Casey has made arrangement with the Davison Farmers Market to exchange banners for advertisement and they will be handing out Frisbees in the Festival of Flags Parade in two weeks.

Pat has made arrangements for the barricades from the school for the Festival of Flags also.

ADJOURNMENT

The meeting was adjourned at 3:55 p.m.

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Cindy K. Shields, Clerk

TREASURER'S REPORT
MAY, 2015

ACCOUNT NAME		ACTUAL INCOME
GENERAL	$	165,910.51
CONSTRUCTION	$	368,710.18
TAX	$	-
TOTAL RECEIPTS	**$**	**534,620.69**

MONEY MARKETS & CERTIFICATES OF DEPOSIT

GENERAL
CONSTRUCTION

BUDGET STATUS APR 15		BUDGET 14/15		EXP YTD		BALANCE	% EXPENDED
GENERAL	$	8,617,101.00	$	8,628,165.26	$	(11,064.26)	100.1%
CONSTRUCTION	$	4,652,000.00	$	4,080,135.07	$	571,864.93	87.7%

Respectfully submitted,
Patrick R. Miller
Davison Township Treasurer

DAVISON TOWNSHIP GENERAL FUND
REVENUE AND EXPENDITURE REPORT FOR MAY 2015

ACCOUNT	2014-2015 AMENDED BUDGET	YTD BALANCE 5/31/2015	ACTIVITY FOR MONTH 5/31/2015	AVAILABLE BALANCE	% BDGT USED
Fund 101 - GENERAL FUND					
TOTAL REVENUES	**6,164,430.00**	5,172,582.97	110,982.40	991,847.03	83.91
Expenditures					
101-TOWNSHIP BOARD	**123,604.00**	106,530.66	8,101.82	17,073.34	86.19
175-SUPERVISOR	**281,253.00**	233,502.26	15,532.92	47,750.74	83.02
195-ELECTIONS	**30,000.00**	37,203.71	9,683.73	(7,203.71)	124.01
209-ASSESSOR	**182,480.00**	168,293.47	11,418.22	14,186.53	92.23
215-CLERK	**336,281.00**	289,735.15	23,506.32	46,545.85	86.16
248-GENERAL ADMIN	**604,009.00**	554,693.17	32,613.75	49,315.83	91.84
249-TOWNSHIP PARKS	**1,590,500.00**	1,725,100.98	1,058.95	(134,600.98)	108.46
250-LAKE CALLIS	**0.00**	782,822.50	631,686.44	(782,822.50)	100.00
253-TREASURER	**287,401.00**	256,238.32	18,872.81	31,162.68	89.16
265-TOWNSHIP HALL	**321,500.00**	301,970.21	10,450.47	19,529.79	93.93
276- DAVISON CEMETERY	**32,900.00**	36,406.63	2,289.48	(3,506.63)	110.66
277-PINE GROVE CEMETERY	**420.00**	958.18	506.54	(538.18)	228.14
305-POLICE	**2,818,319.00**	2,345,226.81	166,157.43	473,092.19	83.21
371-BUILDING DEPARTMENT	**664,434.00**	607,265.88	47,452.90	57,168.12	91.40
445-DRAINS	**35,000.00**	29,350.58	0.00	5,649.42	83.86
446-HIGHWAYS-STREETS/BRIDG	**545,000.00**	481,311.04	159.63	63,688.96	88.31
450-STREET LIGHTS	**118,000.00**	100,306.27	9,991.28	17,693.73	85.01
528-WASTE COLLECTION	**646,000.00**	573,849.44	52,280.36	72,150.56	88.83
TOTAL EXPENDITURES	**8,617,101.00**	8,630,765.26	1,041,763.05	(13,664.26)	100.16
TOTAL REVENUES	**6,164,430.00**	5,172,582.97	110,982.40	991,847.03	83.91
TOTAL EXPENDITURES	**8,617,101.00**	8,630,765.26	1,041,763.05	(13,664.26)	100.16
NET OF REV & EXP	**(2,452,671.00)**	**(3,458,182.29)**	**(930,780.65)**	**1,005,511.29**	103.43

DAVISON TOWNSHIP CONSTRUCTION FUND
REVENUE AND EXPENDITURE REPORT FOR MAY 2015

ACCOUNT	**2014-2015 AMENDED BUDGET**	YTD BALANCE 4/30/2015	ACTIVITY FOR MONTH 4/30/2015	**AVAILABLE BALANCE**	% BDGT USED
Fund 101 - CONSTRUCTION FUND					
TOTAL REVENUES	**4,995,400.00**	4,371,639.15	7,740.00	623,760.85	87.51
Expenditures					
536-WATER/SEWER SYSTEMS	4,652,000.00	4,080,135.07	318,947.94	571,864.93	87.71
TOTAL EXPENDITURES	**4,652,000.00**	4,080,135.07	318,947.94	571,864.93	87.71
TOTAL REVENUES	**4,995,400.00**	4,371,639.15	7,740.00	623,760.85	87.51
TOTAL EXPENDITURES	**4,652,000.00**	4,080,135.07	318,947.94	571,864.93	87.71
NET OF REV & EXP	**343,400.00**	**291,504.08**	**(311,207.94)**	**51,895.92**	84.89

LISTING OF BILLS FOR JUNE 8, 2015 BOARD MEETING

GENERAL

	Payroll by Paychex	Net Payroll - Pay period 4/2315 - 5/06/15	53,442.96
	Payroll by Paychex	Payroll Taxes - Pay Period 4/23/15 - 5/06/15	25,293.33
	Payroll by Paychex	Payroll Billing Charges 5/07/15	361.27
	Alerus Financial	April 2015 withholdings for HCSP (5/07/15 payroll)	50.00
67210	1800Dryclean	April & May invoices for Police uniform cleaning	633.00
67211	Benetrac	50 enrolled employees for May 2015 - Dav Twp.	112.50
67212	Big Sky Development Inc.	Ret Bond #15-0014; 2105 Oak Bluff Ct, Lot 125; sidewalk & driveway bond	4,750.00
67213	Blumerich Communications Serv.	Repair police cruiser computer	180.00
67214	Charter Communications	TV/phone/internet @ Williams Park; 5/7/15-6/6/15	230.53
67215	CWC Technologies Inc.	April 2015 Onsite service; weekly mtc; refund for hardware mail spam	4,280.01
67216	Ferguson Block Co Inc.	(20) 6" blocks for Lake Callis	53.00
67217	Alma Gay	Mileage & election worker reimbursement for 5/5/15	39.10
67218	Genesee Co Treasurer	483 trailers @ $.50 for April 2015	241.50
67219	Genesee Co Treasurer	483 trailers @ $2.00 for April 2015	966.00
67220	David Lattie Attorney at Law	May 2015 legal services	5,465.00
67221	Michigan Assoc. of Planning	19 planning membership dues 7/1/15 - 6/30/16	1,000.00
67222	MISDU	Friend of the Court; 5/7/15 payroll	139.54
67223	NBS	4/24/15-5/23/15 carpet cleaning @ Twp.	250.00
67224	Mary Pavelock	April 2015 Dav Twp. Police Dept. cleaning	150.00
67225	Rewards for Recycling	May 2015 rewards for recycling	3,922.50
67226	Cindy Shields	Mileage reimbursement for May election 5/4/15-5/6/15	57.50
67227	Kimberly Skellenger	April 2015 Dav Twp. Police Dept. cleaning	150.00
67228	Vriac	5/7/15 pay Def Comp	3,769.82
67229	Great Lakes Contracting & Painting	Interior prime & paint of pavilion, bathroom, concessions, office & storage; ext. pavilions	9,197.45
67230	Mary Brandt	5/05/15 Election receiving board	18.74
67231	Corey Haynes	May 2015 staff & command classes per diem	150.00
67232	*to 67253*	*See Previous Board Bills listing*	-
67254	Davison Richfield Senior Center	5/05/15 Election day facility use	150.00
67255	Faith Baptist Church	5/05/15 Election day facility use	150.00
67256	St. Dunstans Episcopal Church	5/05/15 Election day facility use	150.00
67257	VFW	5/05/15 Election day facility use	150.00
67258	World Outreach Center	5/05/15 Election day facility use	150.00
67259	Nina Fenner	5/05/15 Election day inspector; replaces ck #67180	139.29
67260		*See Previous Board Bills listing*	-
67261	Klee MFG & Dist. Co. Inc.	Balance for flag poles @ Lake Callis	751.25
67262	Best Buy	3 laptops w/software for Lake Callis	2,139.97
67263	Matthew Place	Siding for Lake Callis	560.52
67264	67th District Court	Interim Bond	100.00
67265	67th District Court	Interim Bond	280.00
67266	Autozone	Red glow rocker switch for police lobby	3.95
67267	Basic Corporate	HRA/FSA admin fees for May 2015	224.00
67268	Blue Cross & Blue Shield	Grp #007000333/0002; June 2015 coverage	16,179.48
67269	Blue Cross & Blue Shield	Grp #007000333/0000; June 2015 coverage	57,715.56
67270	Charter Communications	5/9/15 - 6/8/15; TV/internet @ Twp.	215.07
67271	Cintas Corporation	Floor Mat for Twp. halls	99.42
67272	Consumers Energy	4/1/15 - 4/30/15; street & traffic lights	9,991.28
67273	Davison Community Schools	P.E.G. fees; charter comm., Jan - Mar 2015	2,363.40
67274	Emterra Environmental Usa Corp.	May 2015 trash/recycling service; April 2015 fuel surcharge	48,357.86
67275	FBH Security Center	Program locks on Dog Park bathrooms; frames, doors, hinges, locks for Lake Callis	2,103.50
67276	Frontier	5/4/15 - 6/3/15 telephone @ Twp.	646.76
67277	GCGC	GCGC Summer Mtg - Clerk	15.00
67278	Gill Roys Hardware	Nylon mason line, tape, caution tape, twine, screws, drywall, for Lake Callis	75.33
67279	GLC-Lab	Blood draw #15-854 - police	125.00
67280	Hamilton's Propane Inc.	Propane delivery to Lake Callis	436.58
67281	Holzer Electric Inc.	Wire stage area & supplies for Lake Callis	4,195.00
67282	Menards	Supplies for Lake Callis	2,290.52
67283	Michigan Lumber Co.	Knotty cedar for Lake Callis	819.00
67284	NYE Uniform Co.	Uniform for police officer	31.26
67285	Ricoh Usa Inc.	5/22/15 - 6/21/15 Wide format printer lease	220.92
67286	Shred-It Usa	5/5/15 Shred service @ Twp.	144.45
67287	Suburban Office & Janitorial	Paper, toilet paper, ink, binders, pens, folders	381.87
67288	Todd Wenzel Automotive	2014 Charger #EH329725 & 2012 Tahoe #CR189248- oil changes	72.96
67289	Aquatic Recreation Company LLC	Balance due for Splash pad equipment and delivery	140,645.25
67290	Genesee Co Drain Commission	Lk Callis energy transmission job	3,000.00
	Payroll by Paychex	Net Payroll - Pay period 5/07/15 - 5/20/15	53,498.11
	Payroll by Paychex	Payroll Taxes - Pay Period 5/07/15 - 5/20/15	25,598.12

	Payroll by Paychex	Payroll Billing Charges 5/21/15	376.51
	MERS	May 2015 pension payment	36,921.48
	Alerus Financial	April 2015 withholdings for HCSP (5/21/15 payroll)	50.00
67291	Great Lakes Contracting & Painting	Lk Callis pavilion & dressing room staining/painting	9,590.80
67292	Aflac	May 2015 coverage	1,555.35
67293	Chase Cardmember services	4/8/15 - 5/7/15 credit card chgs; MTA, Home Depot, Meijers, Menards, Staples, Comfort Inn	7,018.11
67294	Daniel Clemons	Ret Bond #14-0037; 9127 Magnolia Ct; lawn & tree bond	650.00
67295	Fraternal Order of Police	Due for fraternal ord lodge #126	40.00
67296	Frontier	5/10/15 - 6/9/15 Twp. phones	99.82
67297	Gill Roys Hardware	Key, galv strap, nuts, bolts, screws	13.98
67298	Lori Hammer	October 2014 TASC reimbursement	150.00
67299	Integrity Custom Construction LLC	Ret bond #15-0008; 8519 Bellechasse; sidewalk bond	4,000.00
67300	Menards	Marking paint, wood, siding, supplies for Lk Callis	3,794.86
67301	MISDU	Friend of the Court; 5/21/15 payroll	139.54
67302	MSU/Highway Traffic Safety Program	Total Station Mapping training - Police officer	600.00
67303	Office Products Outlet	Office furniture for Lake Callis	1,521.00
67304	Police Officers Labor Council	May 2015 union dues	735.00
67305	Suburban Office & Janitorial	Power backups, staples for Twp.	107.99
67306	Victoria's Catering	50% deposit for July 2015 recognition lunch	373.42
67307	Vriac	5/21/2015 payroll def comp	3,869.82
67308	Waldorf & Sons	Grading soil for seeding, septic tank placement, pavilion work, volleyball courts, splash pad	165,380.65
67309	Zodiac Enterprises, LLC	Half down for Lake Callis signs	1,680.00
67310	67th District Court	Interim Bond	700.00
67311	Arctic Equipment Company	Sink, faucet, 3 compartment sink for Lake Callis	1,118.00
67312	Rhonda Clark	May 2015 Township cleaning	700.00
67313	Companion Life	Coverage for June 2015	4,099.94
67314	Consumers Energy	4/19/15-5/20/15 elec/gas for Twp., Dog Park, Davison Cemetery	2,873.72
67315	Dex Media	Monthly directory advertising for Davison Cemetery	35.50
67316	Frontier	5/19/15 - 6/18/15 Davison Cemetery phone	72.20
67317	Genesee Co Road Commission	Catch basin project at various locations; stop & go signal @ Davison/Gale Rd	159.63
67318	Holzer Electric Inc.	Wire guard shack & pavilion; repair Twp. generator	8,289.30
67319	Debra Kolbe	May 2015 sales/main @ Davison Cemetery	2,155.00
67320	Poster Compliance Center	1 year compliance posters for Lake Callis	86.17
67321	QA/QC, LLC- Constructions Testing Services	Soil inspection; Nuclear density test @ Lake Callis	295.00
67322	Ricoh Usa Inc.	4/13/15 - 5/18/15 Printer rentals, copy charges	472.50
67323	Ricoh Usa Inc.	6/7/15 - 7/6/15 scanner lease	147.42
67324	Sparkle Buggy Car Wash	1 year unlimited car club renewal	169.00
67325	Stoneco of Michigan	Recycled concrete for Lake Callis	40,916.76
67326	Suburban Office & Janitorial	Folders, notebooks, batteries, tape	185.57
67327	Two Mikes Plumbing & Heating LLC	Install plumbing for splash pad @ Lake Callis	14,900.00
67328	Waldorf & Sons	Septic system, splash pad, pavilion, materials, guard shack work @ Lake Callis	32,239.11
67329	Wojos Garden Splendors	Flowers for Lake Callis	2,614.92
	Paid upon approval at the June 8, 2015 board meeting		*95,951.80*
		Subtotal	**935,924.30**
		Less Time Certificates	-
		Total	**935,924.30**

CONSTRUCTION ACCOUNT

9040	Consumers Energy	VOID	-
9041	Genesee Co Drain Comm Water & Waste	VOID	-
9042	Consumers Energy	3/29/15-4/28/15 pump station @ 802 Lippincott	5.54
9043	Genesee Co Drain Comm Water & Waste	March 2015; Qtr. 1/1/15- 3/31/15 usage	287,629.16
9044	ASA Construction	Ret sewer bond #14-0036; 1241 N Gale Rd	500.00
9045	Construction by John Goss	Ret sewer bond #15-0011; 2078 Redwood Ct Lot 13	500.00
9046	Consumers Energy	4/19/15 - 5/20/15 gas/elec for (8) pump stations	543.24
9047	Holzer Electric Inc.	Plant trees @ Atherton Rd pump rebuild; Monthly prev mtc & wkly pump cks	2,805.00
9048	Waldorf & Sons	Miss Dig for May 2015; Jetting/Camera of main sewer for May 2015; plugged sewer @ Kessling St	27,920.00
		Subtotal	**319,902.94**
		Less Time Certificates	
		Total	**319,902.94**

TAX COLLECTION ACCOUNT

Subtotal	-
Less Time Certificates	-
Total	-

Grand Subtotal	**1,255,827.24**
Less All Time Certificates	-
Grand Total	**1,255,827.24**

INVOICE REGISTER REPORT FOR DAVISON TOWNSHIP
POST DATES 06/09/2015 - 06/09/2015
BOTH JOURNALIZED AND UNJOURNALIZED OPEN
BANK CODE: GEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
19488	DES MOINES STAMP MFG CO	05/12/2015	06/09/2015	55.00	55.00	O	N
19489	TODD WENZEL AUTOMOTIVE	05/13/2015	06/09/2015	43.94	43.94	O	N
19490	BATTERIESPLUS	05/11/2015	06/09/2015	53.99	53.99	O	N
19491	MICHIGAN LUMBER CO	05/14/2015	06/09/2015	496.80	496.80	O	N
19492	MENARDS	05/11/2015	06/09/2015	44.25	44.25	O	N
19493	MENARDS	05/11/2015	06/09/2015	74.80	74.80	O	N
19494	MENARDS	05/11/2015	06/09/2015	8.95	8.95	O	N
19495	MENARDS	05/12/2015	06/09/2015	54.50	54.50	O	N
19497	TODD WENZEL AUTOMOTIVE	05/18/2015	06/09/2015	37.05	37.05	O	N
19502	LAKE PRO INC	05/11/2015	06/09/2015	2,480.00	2,480.00	O	N
19516	ARCTIC EQUIPMENT COMPANY	05/20/2015	06/09/2015	14,755.00	14,755.00	O	N
19517	WADE TRIM ASSOCIATES	05/15/2015	06/09/2015	102.50	102.50	O	N
19518	MICHIGAN LUMBER CO	05/15/2015	06/09/2015	305.00	305.00	O	N
19519	MICHIGAN LUMBER CO	05/15/2015	06/09/2015	1,161.60	1,161.60	O	N
19520	JONNIE ON THE SPOT	05/14/2015	06/09/2015	80.00	80.00	O	N
19521	JONNIE ON THE SPOT	05/14/2015	06/09/2015	260.00	260.00	O	N
19522	GILL ROYS HARDWARE	05/21/2015	06/09/2015	59.99	59.99	O	N
19523	GILL ROYS HARDWARE	05/20/2015	06/09/2015	29.90	29.90	O	N
19524	GILL ROYS HARDWARE	05/20/2015	06/09/2015	9.18	9.18	O	N
19525	GILL ROYS HARDWARE	05/20/2015	06/09/2015	19.99	19.99	O	N
19526	GILL ROYS HARDWARE	05/19/2015	06/09/2015	10.77	10.77	O	N
19527	GILL ROYS HARDWARE	05/18/2015	06/09/2015	15.99	15.99	O	N
19528	GILL ROYS HARDWARE	05/18/2015	06/09/2015	0.66	0.66	O	N
19529	GILL ROYS HARDWARE	05/12/2015	06/09/2015	12.18	12.18	O	N
19530	GILL ROYS HARDWARE	05/12/2015	06/09/2015	23.98	23.98	O	N
19531	GILL ROYS HARDWARE	05/04/2015	06/09/2015	4.59	4.59	O	N
19532	CONCEPT THREE, INC.	05/15/2015	06/09/2015	1,500.00	1,500.00	O	N
19563	CHURCH & SONS AUTO REPAIR	05/22/2015	06/09/2015	1,306.63	1,306.63	O	N
19564	GILL ROYS HARDWARE	05/16/2015	06/09/2015	10.97	10.97	O	N
19579	TODD WENZEL AUTOMOTIVE	05/29/2015	06/09/2015	34.05	34.05	O	N
19580	CONSUMERS ENERGY	05/21/2015	06/09/2015	22.61	22.61	O	N
19581	CONSUMERS ENERGY	05/21/2015	06/09/2015	107.24	107.24	O	N
19582	CONSUMERS ENERGY	05/21/2015	06/09/2015	83.02	83.02	O	N
19583	CONSUMERS ENERGY	05/21/2015	06/09/2015	228.59	228.59	O	N
19584	CONSUMERS ENERGY	05/21/2015	06/09/2015	63.76	63.76	O	N
19585	SUBURBAN OFFICE & JANITORIAL	06/01/2015	06/09/2015	51.24	51.24	O	N
19586	GILL ROYS HARDWARE	05/26/2015	06/09/2015	5.78	5.78	O	N
19587	GILL ROYS HARDWARE	05/26/2015	06/09/2015	13.57	13.57	O	N
19588	MENARDS	05/16/2015	06/09/2015	105.42	105.42	O	N
19589	MENARDS	05/16/2015	06/09/2015	770.84	770.84	O	N
19590	MENARDS	05/18/2015	06/09/2015	71.18	71.18	O	N
19591	MENARDS	05/20/2015	06/09/2015	416.68	416.68	O	N
19592	MENARDS	05/21/2015	06/09/2015	344.64	344.64	O	N
19593	MENARDS	05/21/2015	06/09/2015	203.64	203.64	O	N
19594	MENARDS	05/20/2015	06/09/2015	11.94	11.94	O	N
19595	MENARDS	05/19/2015	06/09/2015	689.67	689.67	O	N
19596	MENARDS	05/19/2015	06/09/2015	36.99	36.99	O	N

INVOICE REGISTER REPORT FOR DAVISON TOWNSHIP
POST DATES 06/09/2015 - 06/09/2015
BOTH JOURNALIZED AND UNJOURNALIZED OPEN
BANK CODE: GEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
19597	LAKE PRO INC	05/21/2015	06/09/2015	2,460.00	2,460.00	O	N
19598	STATE OF MICHIGAN	05/20/2015	06/09/2015	24.68	24.68	O	N
19599	HAMILTON'S PROPANE INC.	05/18/2015	06/09/2015	456.17	456.17	O	N
19600	KRAFT ENGINEERING & SURVEYING INC	05/20/2015	06/09/2015	52,525.00	52,525.00	O	N
19623	TODD WENZEL AUTOMOTIVE	05/26/2015	06/09/2015	31.50	31.50	O	N
19624	TODD WENZEL AUTOMOTIVE	05/27/2015	06/09/2015	43.94	43.94	O	N
19625	CHURCH & SONS AUTO REPAIR	05/27/2015	06/09/2015	33.84	33.84	O	N
19626	DAVISON TWP BD OF PUBLIC WORKS	06/01/2015	06/09/2015	148.80	148.80	O	N
19627	DAVISON TWP BD OF PUBLIC WORKS	06/01/2015	06/09/2015	33.02	33.02	O	N
19628	GILL ROYS HARDWARE	05/29/2015	06/09/2015	9.18	9.18	O	N
19629	GILL ROYS HARDWARE	05/29/2015	06/09/2015	4.59	4.59	O	N
19630	GILL ROYS HARDWARE	05/29/2015	06/09/2015	4.99	4.99	O	N
19631	MENARDS	05/26/2015	06/09/2015	291.87	291.87	O	N
19632	MENARDS	05/22/2015	06/09/2015	7,632.22	7,632.22	O	N
19633	CINTAS CORPORATION #308	06/01/2015	06/09/2015	99.42	99.42	O	N
19634	MICHIGAN LUMBER CO	05/26/2015	06/09/2015	890.24	890.24	O	N
19635	GOYETTE MECHANICAL SERVICE	06/01/2015	06/09/2015	260.00	260.00	O	N
19636	WADE TRIM ASSOCIATES	05/29/2015	06/09/2015	1,915.84	1,915.84	O	N
19637	CHARTER COMMUNICATIONS	05/27/2015	06/09/2015	247.24	247.24	O	N
19638	RICOH USA INC	05/22/2015	06/09/2015	76.52	76.52	O	N
19663	GILL ROYS HARDWARE	05/31/2015	06/09/2015	(32.69)	(32.69)	O	N
19664	GILL ROYS HARDWARE	05/23/2015	06/09/2015	17.34	17.34	O	N
19665	CHURCH & SONS AUTO REPAIR	06/02/2015	06/09/2015	289.52	289.52	O	N
19666	THE GRASS GUYS LAWNCARE & SNOWPLO	05/31/2015	06/09/2015	170.00	170.00	O	N
19667	THE GRASS GUYS LAWNCARE & SNOWPLO	05/31/2015	06/09/2015	60.00	60.00	O	N
19668	THE GRASS GUYS LAWNCARE & SNOWPLO	05/31/2015	06/09/2015	150.00	150.00	O	N
19669	THE GRASS GUYS LAWNCARE & SNOWPLO	05/31/2015	06/09/2015	520.00	520.00	O	N
19670	THE GRASS GUYS LAWNCARE & SNOWPLO	05/31/2015	06/09/2015	260.00	260.00	O	N
19671	THE GRASS GUYS LAWNCARE & SNOWPLO	05/31/2015	06/09/2015	855.00	855.00	O	N
19672	VIEW NEWSPAPERS	05/31/2015	06/09/2015	194.50	194.50	O	N

# of Invoices:	76	# Due: 76	Totals:	95,984.49	95,984.49
# of Credit Memos:	1	# Due: 1	Totals:	(32.69)	(32.69)
Net of Invoices and Credit Memos:				95,951.80	95,951.80

INVOICE REGISTER REPORT FOR DAVISON TOWNSHIP
POST DATES 06/09/2015 - 06/09/2015
BOTH JOURNALIZED AND UNJOURNALIZED OPEN
BANK CODE: GEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			95,951.80	95,951.80		
--- TOTALS BY DEPT/ACTIVITY ---							
	101 - TOWNSHIP BOARD			194.50	194.50		
	215 - CLERK			55.00	55.00		
	248 - GENERAL ADMINISTRATION			4,758.34	4,758.34		
	249 - TOWNSHIP PARKS			54,155.16	54,155.16		
	250 - LAKE CALLIS			33,211.22	33,211.22		
	265 - TOWNSHIP HALL			1,371.11	1,371.11		
	276 - CEMETERY			80.00	80.00		
	277 - PINE GROVE CEMETERY			520.00	520.00		
	305 - POLICE			1,606.47	1,606.47		

Davison Township
Parks and Recreation Department

Employee Handbook
2015

Subject to board approval

Forn

Forn

Welcome to the Davison Township Parks and Recreation Department!

Welcome! We are so glad you decided to join us and look forward to working with you. Our primary mission is to serve our residents and to enhance their quality of life. You are a big part of the success of our mission, so please read this handbook carefully. If you have any questions, please don't hesitate to ask.

I. WHO IS WHO? – OUR ROLES

The purpose of this Handbook is to provide guidance and understanding of our policies for all Davison Township Parks and Recreation employees, across all Township Park properties. For the remainder of this document, the following terms will be used:

- Employee - Refers to any employee of Davison Township Parks & Recreation Department.
- Board Refers to the Davison Township Board of Trustees
- -Director - Refers to the Director of Parks & Recreation or their designee.

This manual is meant to provide guidelines and standards of conduct that apply to all Davison Township Parks and Recreation Department employees.

II. WHAT DEFINES US? – Definition of Employment

There are a lot of people working hard to provide service to the residents of Davison Township, but we all have the same goal: To maximize the quality of life in Davison Township.

At-Will Employer

As a general rule, the Township is an at-will employer. This Handbook does not establish contractual rights between Davison Township and employees. No amendment or exception can be made to our at-will policy at any time, for any reason, except as approved in writing by the Board

Employment Status

Our employee classifications, in accordance with the Fair Labor Standards Act, are as follows:

Exempt: Employees who are not eligible for overtime pay.

Non-Exempt: Employees: Employees who are eligible for paid overtime at one and one-half times their regular rate of pay for hours worked in excess of forty (40) hours per work week

Full-Time: Township employees scheduled to work forty hours per week.

Regular Part-Time: Township employees who are regularly scheduled to a maximum of twenty-eight (28) hours per week.

Flexible Part-Time: Employees who are scheduled to work less than twenty-eight (28) hours in any given week

Temporary: Employees who are employed for a specific short period of time; generally less than six (6) months

Orientation Period of Employment
All newly hired employees shall have a probationary period of 90 days from the date of hire. The length of this probation period may be extended at the discretion of the Director. Any such deviation in length of probationary period shall be in writing and placed in the employee's personnel file.

III. TEAMWORK – The Way We Work Together
At Davison Township, we are committed to nurturing and protecting a culture of teamwork, inclusion and performance.

Equal Employment Opportunity
Davison Township is an equal employment opportunity employer. Employment decisions are based on merit and business needs, and not on race, color, citizenship status,
National origin, ancestry, gender, sexual orientation, age, religion, creed, physical or mental disability, marital status, veteran status, political affiliation, genetic information, or any other factor protected by law.

The Director is primarily responsible for seeing that Davison Township's equal employment opportunity policies are implemented, but all members of the staff share in the responsibility for assuring that by their personal actions, the policies are effective and apply uniformly to everyone. Any employee involved in discriminatory practices will be subject to termination.

Harassment
Davison Township is committed to providing a work environment free from harassment. We maintain a strict policy prohibiting harassment of all kinds, including sexual harassment. This policy prohibits harassment in any form, whether verbal, physical, or visual harassment. Davison Township will not tolerate or condone any acts of retaliation against anyone who files harassment complaints or cooperates in an investigation. Retaliating against an employee is grounds for corrective action, up to and including termination.

All reports of harassment will be treated seriously. However, absolute confidentiality cannot be assured. We will conduct an investigation of any complaint that will require limited disclosure of pertinent information to certain parties, including the alleged harasser.
Any employee of Davison Township who has been found, after appropriate investigation, to have sexually harassed another employee will be subject to appropriate disciplinary action, up to and including termination. Davison Township will not tolerate or condone any acts of retaliation against anyone who files harassment complaints or cooperates in an investigation. Retaliating against an employee is grounds for corrective action, up to and including termination.

Anti-Violence / Bullying
Davison Township strives to maintain a work environment free from intimidation, threats, or violent acts. This includes, but is not limited to, intimidating, threatening or hostile behaviors, physical abuse, vandalism, arson, sabotage, use of weapons, carrying weapons on Township property, or any other act, which, in management's opinion, is inappropriate in the work place

Employee Recourse for Discrimination, Harassment, Bullying or Other Potential Complaints

If you believe that you have been subject to bullying or harassment of any kind, including sexual harassment, you should:

- Make your unease and/or disapproval directly and immediately known to the harasser whenever possible.
- If the situation is not immediately resolved or if you are unable to, or uncomfortable with, addressing the alleged harasser directly, you should report the incident to the Director. It is important to report concerns of harassment or inappropriate sexual conduct, regardless of the seriousness, as soon as possible. The Township cannot assist in stopping the harassment from continuing if it is unaware of the problem. Publicizing information about alleged harassment without following the reporting procedures might be considered evidence of incidence acceleration on the part of the accuser.
- If you are not satisfied with the response of the Director, or if the t Director is part of your concern or is the alleged harasser, you should report the harassment to either the Township Supervisor or the Township Clerk.

Remember that the Township cannot correct any situation that is of concern to you unless management knows about it. In this regard, your cooperation is needed and appreciated.

Americans with Disabilities Act Amendments Act (ADAAA)
It is the policy of Davison Township to comply with all applicable provisions of the Americans with Disabilities Act Amendments Act (ADAAA). If you require an accommodation, you must inform the Director of your need. The Township will review the request for accommodation as promptly as possible to determine if a reasonable accommodation can be made.

IV. YOU ARE DAVISON TOWNSHIP – Our Code of Conduct

Being an employee of Davison Township comes with a very important responsibility – you represent a community rich in history and heritage to over 19,000 residents. Our actions carry the weight of perception and representation. As such, we are committed to putting our best foot forward in our interactions with one another, and the residents and partners in the community.

Handling Public Complaints/Concerns
There may be times when you will have to field complaints or concerns from the public. It is important to handle complaints and concerns in a courteous and professional manner. Listen carefully to what you are being told. Refer all complaints and/or concerns to your immediate Supervisor. If a Supervisor is not readily available, refer the complainant to the Parks & Recreation main office.

It is important that the person with a complaint/concern knows that you are trying to resolve the problem and referring them to the Parks & Recreation Department's main office will do this. Please don't argue or become annoyed with the person who is complaining. Assure them that your immediate Supervisor or the -Director will be able to resolve the issue. Be alert to situations that are developing that might cause problems in the future. Take appropriate steps to deter or redirect the undesirable situation. Also, be certain to notify your immediate Supervisor of any developing or potential problems. It is much better to prevent problems than to fix them after they occur.

There are many attributes that make an outstanding employee. Some of the most important include:

- Look presentable, neat and clean.
- Be courteous and sincere. Remember to smile; say "Please" and "Thank You."
- Be helpful when asked questions and always give accurate information. If you don't know the answer, say so, and find someone who can help or refer the person to your immediate Supervisor.
- Be firm and clear when interpreting rules. Don't be sarcastic, rude or get into an argument. Stay calm and listen carefully to what you are being told. Call your immediate supervisor if there is a problem you can't solve or if you need help with an angry person. Most of all, if you do have to deal with an angry or rude member of the public, don't take it personally.
- Always give directions with a smile. Be cooperative and nice, but limit your conversation to the problem or question at hand. It is not your job to carry on personal conversations with the public (because you need to get back to work.)

Attendance & Punctuality

As part of the Davison Township team, your contribution is important. For this reason, regular attendance is expected of every Township employee. Frequent absences and/or tardiness are disruptive and place a burden on the rest of your team.

It is understood that, on occasion, illness or urgent personal matters may cause an absence. In the event that you cannot avoid being late to work or are unable to work as scheduled, it is your responsibility to notify the Parks office as soon as possible and in advance whenever possible. If you cannot reach him/her, you should notify the appropriate person as identified by the Director. The Township may, at its discretion, require a physician's note to substantiate an unscheduled absence.

As a member of the team, it is expected that you will use sound judgment with regard to attendance and timeliness, as well as communicating with the team regarding tardiness and/or absences. Excessive tardiness and/or absenteeism places an unfair burden on the balance of your team, and will be subject to discipline, up to and including termination.

Any cause for concern with excessive absenteeism or tardiness will be handled on an individual basis with your manager. Failure to correct an attendance problem may lead to disciplinary action up to and including dismissal. Employees who are absent without notifying the Director. (No Call - No Show) will be considered to have voluntarily quit their employment. In addition, employees are expected to be punctual in their appointments and obligations to other team members, vendors or any contacts in their line of work. If an appointment cannot be met or tardiness is unavoidable, you are expected to show professional courtesy in communicating to re-schedule and/or make other arrangements.

Daily Time Reporting

Each employee is expected to use the staff time clock to record his/her time accurately each day at the end of the work day. As an employee you are responsible for your time record. Supervisors will instruct employees on the proper use of the time clock. Inaccurate time recording may resulting in a delay of pay. Each employee will be issued a key-fob for the purpose of recording their starting and ending shift. If key-fob is lost or stolen the employee must purchase its replacement at their own expense. The key-fob is to be returned to the Parks

and Recreation Department office at the end of employment. If the key-fob is not returned, a $5.00 fee will be deducted from the employee's final paycheck.

Dress Code

-Employees are expected to dress and present themselves in a manner that is professional and consistent with their job responsibilities. Employees must be neat and well-groomed. You must wear your staff shirt with black or khaki pants, skirts or shorts at all times while on duty. It is expected that all employees use sound judgment when making dress decisions. Pants or shorts that are oversized or sag below the waistline, and shorts or skirts that are not at least fingertip length are prohibited. You will be provided with three staff shirts for the season. If your shirt is lost or if you wish to purchase additional staff shirts, you may do so for a fee.

Foot Protection

Do not wear open toed shoes, flip-flops, sandals or aqua socks to work. Any employee reporting for work in inappropriate clothing or footwear will be sent home.

Personal Cell Phone Usage

Personal cell phones should be powered off or set to vibrate while working. Texting or taking personal phone calls is prohibited during your work day. The only time cell phone use is permitted is during break time or in case of an emergency (to call 9-1-1.) Talking or texting on your personal cell phone during work hours will result in disciplinary action.

Radios, IPods, MP3 Usage

Radio's, IPod's, and MP3 players are not allowed unless you are hired for a position that requires use of a radio. If you are required to carry a radio as part of your work responsibilities, only one earbud may be used and one ear must remain free

Drugs and Alcohol

We are committed to providing a healthy, safe, and drug-free work place. Employees are required to report to work in a mental and physical condition that enables them to perform in a safe and satisfactory manner. The possession, distribution, transfer, manufacture, purchase, sale, use, or being under the influence of alcoholic beverages, unauthorized or illegal drugs, or the misuse of legal drugs while on duty, whether on or off Township property, is strictly prohibited. In the case of a Medical Marijuana law, or other drug-related law that conflicts with Federal Law, the Township will interpret the Federal law as controlling. Violations of this policy will lead to disciplinary action up to and including termination of employment. Such violations may also have legal consequences.

Employees with drug or alcohol dependencies should seek treatment immediately. Employees sustaining work-related injuries may be tested for drug or alcohol use within 24 hours. If an employee tests positive, he/she may forfeit workers' compensation benefits. Further, employees may be subject to testing at any time on a random basis. A positive test will result in disciplinary action, up to and including termination. Additionally, employees who refuse to comply with the drug testing process will face discipline, up to and including termination. Should the Township require an employee to be suspended from work while awaiting the results of any drug tests, the employee will continue to be paid unless the test results are positive.

Use of Tobacco

To promote a healthy work environment, Davison Township maintains all park properties as tobacco-free. Use of any tobacco product is therefore prohibited while on township property, including indoor areas, out-of-doors while on township property, in personal and township vehicles. This policy applies to all employees, customers, and visitors to Davison Township. E-cigarettes and nicotine vapor appliances are also prohibited.

Work Areas
Employees are responsible for the neat and professional appearance of their individual work areas.

Work Hours
All employees should be dressed for work, have their personal items stowed in a locker, be punched in and at their assigned work station by their scheduled times. Anyone not prepared for work at their scheduled time will be considered tardy and may result in disciplinary action.

Other Employment
To provide the most effective service to our residents, employees should give their maximum attention to the work of the Township. You may not solicit or accept outside employment or compensation that is in conflict with, or that hinders your performance for, the work of the Township. Employees are prohibited from receiving other income or compensation for goods or services produced as a consequence of their service to Davison Township.

Conflicts of Interest
Money or gratuities are not to be solicited or accepted from the public, and any such offers should be reported promptly to the -Director. Holiday gifts such as flowers, candy, and similar items that can be shared with the entire office are allowed. No official or employee shall use his or her Township position or Township resources for personal or political gain.

Our Commitment to One Another
We trust and expect that each member of the team will maintain respectful and appropriate behavior while working together. Now that we've outlined some things we do expect, it is important that we define those actions that are not acceptable for Employees:

- Unexcused and/or excessive tardiness and absences
- Insubordination and/or refusal to do clearly assigned work
- Failure to work assigned overtime, when given notice, and when other employees are not available to do the work
- Working unauthorized overtime
- Violation of any public law on Township property or while performing Township business
- Use of, possession of, or being under the influence of, any intoxicant (alcohol, illegal drugs, etc.) on Township property at any time, as well as during time spent conducting official Township business off-premises. Employees are encouraged to use good judgment related to business, educational or social events where alcohol is served
- Theft or willful destruction of property. Employees must have the Director's permission before removing materials, tools, or other items, including damaged goods, or scrap material
- Gambling on the premises of the Township
- Carrying firearms or any other dangerous weapons at any time while on or in township or at any function, activity, program or service sponsored by the Township,
- Violence, or the threat of violence

- Fighting with, or threatening to fight with another worker, customer or member of the public
- Falsification of or the omission of information from any records
- Sleeping during working hours. Employees who are ill or who are taking medication should request sick leave if they are unable to perform their jobs
- Willful or repeated violation of safety rules
- Employees should not actively solicit for any cause during work hours without permission of the Director. Sharing or posting of information (whether for a charitable, social or other cause) should never create a distraction for other employees
- Excessive or inappropriate use of equipment, facilities and/or materials for personal reasons. This includes telephone calls, voicemail, e-mail, and other electronic interfaces
- Engaging in conduct detrimental to the Township's reputation.

The above-listed possible acts of misconduct are not intended to be all-inclusive. The Township reserves the right to take corrective action, up to and including termination, for other acts of misconduct not specifically listed above.

V. THE WAY WE OPERATE – Procedures & Protocols

Personnel Records

All personnel records are the property of Davison Township and are considered confidential.

An employee wishing to review his/her personnel file must provide reasonable notice to the Township Supervisor, who will make the necessary arrangements. An employee may obtain a copy of his/her personnel file at his/her own cost if a request is made in writing upon reasonable notice and is submitted to the Township Supervisor.

All employees should promptly advise the Director of any change in home address, telephone number, person to notify in case of emergency, payroll withholding, family size, beneficiary, or change in name so that personnel records can be kept current.

Records Management

The Township follows both "best-practice" and legal requirements for record retention. Contact the Director or the Township Clerk for information or guidance on specific record retention policies. No Township records or files may be disposed of or removed from the premises without proper authorization. The care and protection of public files is a custodial responsibility of vital importance. Each employee is responsible for the care and maintenance of files while in use, and all files must be promptly returned when not in use.

Social Security Privacy Policy

Davison Township takes privacy very seriously and has a strict policy concerning the privacy and confidentiality of social security numbers. To the extent possible, the Township intends to ensure the confidentiality of social security numbers and therefore, strictly prohibits the disclosure of social security numbers unless disclosure is specifically authorized by applicable law.

Electronic Communication and Computer/Technology Usage Policy

Electronic communication systems, such as email, text message, IM, and other forms of communication are integral to our business. At the same time, all electronic communication and records related to Township business are considered public information and may ultimately

subject to the requirements of the Freedom of Information Act. Employees should always consider and be aware of the fact that all electronic communication related to Township business is of public record, regardless of whether that communication is conducted using the Township's devices or network(s) or the employee's personal devices or network

Property & Inspections

All property belonging to Davison Township including, but not limited to, lockers, recreation equipment, snack bar equipment and supplies, files, desks, and computers, is to be used only for Township business and is subject to inspection at any time. Township property must be returned immediately upon request. Legal action may be taken if necessary to recover any loss from unreturned property.

Media Contacts

Employees should not speak to the media on Davison Township's behalf without contacting, and getting approval from, the Director.

Social Media Policy

At Davison Township, we understand that social media can be a fun and rewarding way to share your life and opinions with family, friends and co-workers around the world. However, the use of social media also presents certain risks and carries with it certain responsibilities. To assist you in making responsible decisions about your use of social media, we have established these guidelines for appropriate use of social media.

- Keep in mind that any of your conduct that adversely affects your job performance, the performance of co-workers, or otherwise adversely affects customers, suppliers, people who work on behalf of Davison Township or the Township's legitimate business interests may result in disciplinary action, up to and including termination.

- Know and Follow the Rules - Carefully read these guidelines and the Harassment Policy to ensure your postings are consistent with these policies.

- Be Respectful - Always be fair and courteous to fellow co-workers, customers, suppliers or people who work on behalf of Davison Township.

- Be Honest and Accurate - Make sure you are always honest and accurate when posting information or news, and if you make a mistake, correct it quickly.

- Post Only Appropriate and Respectful Content - Maintain the confidentiality of information that is private or confidential to the Township.

- Using Social Media at Work - Refrain from using social media while on work time or on equipment we provide, unless it is work-related as authorized by your department head or consistent with Township policies.

- Retaliation is Prohibited – Davison Township prohibits taking negative action against any associate for reporting a possible deviation from this policy or for cooperating in an investigation.

Use of Township Vehicles and Use of Personal Vehicles for Company Business
As a condition of being eligible to drive for Township business, employees must have a valid and active Driver's License, regardless of whether using a Township or personal vehicle. Additionally, employees that may have reason to drive for business-related reasons will undergo a review of the Motor Vehicle Report data provided by the applicable state. As a condition of employment, employees consent to the Township's ongoing review and access of Motor Vehicle Report data, on both a scheduled/regular basis and randomly, as deemed necessary. Township vehicles are not to be used for personal reasons unless authorized prior to the use. Any employee that uses a Township vehicle is to make sure it is left in a clean condition and has at least ½ tank of gas at the end of the work day. The primary driver of any Township vehicle is responsible for its appearance, inside and outside, and for general maintenance to keep the vehicle in good running condition.

From time to time, employees may be required to use personal vehicles for Township business. In these instances, employees will be eligible for a mileage reimbursement at the IRS-recommended rate, provided that the trip is approved by the Director in advance. Employees driving a personal vehicle for business-related reasons must maintain automobile insurance coverage that meets or exceeds applicable state laws. Davison Township's insurance policy does not provide coverage for damage to employee vehicles.

Distracted Driving Policy
While the Township acknowledges that cell phones and PDA's are integral communication tools, employee safety is of primary concern. Employees are required to use a hands-free device when using the phone while the vehicle is in motion. If an employee does not have a hands-free device and receives a call on a cell phone, the employee may answer, but should ask the caller to hold and put the phone down until pulling into a safe location to respond to the call.

Additionally, text messaging devices (including cell phones and other hand-held/smart devices), and other data applications should never be used while driving. Township policy specifically prohibits reading, sending, or typing texts or other electronic communications while operating a vehicle. This includes using web-based applications for business, entertainment, or any other reason outside of a specific emergency requiring such communication.
In states with related laws that exceed the Davison Township's Distracted Driving Policy, employees must abide by the applicable state law(s) in addition to this policy. Failure to follow this policy may result in disciplinary action up to, and including termination.

Accidents
Any and all accidents involving employees or witnessed by employees during working hours are to be reported to the employee's manager and are submitted in writing to the Director. Work-related injuries must be reported immediately to the injured person's manager. The injured employee's manager is required to submit a written report to the Director, detailing what occurred, the parties involved, and all other applicable data. All employees who sustain work-related injuries may be tested for drug and/or alcohol use. As a condition of employment, employees agree to drug and alcohol testing within 24 hours of any work-related injury or accident.

Failure to properly notify the Director of an accident or work-related injury will result in disciplinary action, up to and including termination.

Open Communication and Reporting of Concerns

As a matter of general Township policy, employees are expected, and required, to communicate any actual or potential concern, challenge, or other issue. Open and clear communication is critical to the success of each employee working with and for the Township.

Employees are entrusted with supporting and preserving the best interests of the Township, its residents, and all of the people it serves. Employees therefore have a responsibility to communicate to their manager or the Director on any issue, whether actual or potential, related to employee or public safety, harassments or threats, ethics or integrity, conflicts of interest, public policy, or any other issue that may have a negative impact on the Township, its residents, and/or its employees. When in doubt, employees should "speak-up" regarding any potential issue and follow up to ensure that the issue has been addressed appropriately.

Fees and Rental Procedures
Several Davison Parks and Recreation Department facilities are available for rent. Visitors to the park who may inquire about rates and availability should be directed to the Park office or the township website. Rental rate sheets are available in the Parks and Recreation Department office and the Township office. Any park department employee may distribute rate sheets to the public.

VI. EXCELLENCE IN SERVING OUR COMMUNITY

To us, this is not just a job - serving our residents is a privilege and we must all strive to exceed their expectations.

A Continuous Dialogue
At Davison Township we are committed to engaging in consistent and ongoing dialogue with you regarding your performance and our performance as a team.
Day-to-day interaction with your Supervisor will give you a clear sense of how you're doing against expectations and your goals. The Director is charged with setting and communicating your goals, which are designed to collectively meet overall Township objectives.

Performance Reviews
New hires will be evaluated informally on or around 90 days of continuous employment – and your performance will be evaluated formally and in writing annually, at minimum, going forward after 90 days.

Paycheck Deductions
Paycheck stubs indicate gross pay and applicable deductions resulting in a net pay as follows:

Mandatory Deductions	Optional Deductions
Social Security Tax (FICA)	Insurance Premiums
Federal Income Tax	401(k) Contributions
State Income Tax	AFLAC Coverage
Court-Ordered Child Support	Flexible Savings Account
IRS Liens	
Court-Ordered Garnishments	

Keys

In the performance of your work duties you may be assigned a key(s) and it is your responsibility to keep the key in a safe location. Do not loan your key to anyone, you are responsible for it. **Duplicating keys is strictly forbidden**. If you lose a key, report it

immediately to your supervisor. All keys must be returned to your supervisor on your last day of employment.

Managing Challenges
As an employee of the Davison Township team, you have a responsibility to team members, to partners and to our community. Your conduct and performance are a major factor affecting the health and welfare of our residents and the Township's image within the broader community.
If the Parks and Recreation Department Director should find your performance unsatisfactory, or your conduct or behavior unacceptable, disciplinary action will be taken. Discipline may come in the form of an informal discussion, to immediate termination, depending on the circumstances and the severity and impact of your actions. Any disciplinary action taken in an individual case should not be assumed to establish precedent in other circumstances.

Safety Equipment

Protective Gear
The Parks & Recreation Department will issue safety equipment if deemed appropriate for your job duties. If you have questions regarding what footwear is permissible, please consult with your immediate supervisor

Seat Belts
Seat belts must be worn at all times when operating a township vehicle or piece of equipment that is equipped with safety belts while the vehicle is in motion.

Sun Safety
Protection is advised to prevent over exposure to the sun's UV rays. Take precautions such as wearing sun screen, hats, glasses, etc.

Vehicle Equipment Operation and Use
A valid Michigan Driver's License is a requirement for driving any Township owned vehicle. Having a driver's license does not qualify an employee to operate Township equipment. To operate some equipment, special licenses, training, and certifications are required. No person shall operate any Township equipment or vehicle unless they have been certified/authorized to do so by the Director. NO ONE will be allowed to operate any Township vehicle or equipment without proper certification for that vehicle or piece of equipment.
Township vehicles and equipment must always be operated in accordance with Michigan Motor Vehicle and Traffic laws. Township and/or local community regulations may impose specific operating requirements. Violations resulting in fines or punishment will be the sole responsibility of the employee.

You must always exercise extreme care and caution when operating Township vehicles or equipment. Equipment abuse creates potentially dangerous situations and is a source of needless maintenance and repair. Careless operation and/or abuse of equipment and vehicles are causes for termination. Employees are responsible for the vehicles and equipment assigned to them. Only employees are allowed to ride in Township vehicles/ equipment, except in the case of emergencies. No riding in the bed of a truck is permitted.

If the Township vehicle you are operating is involved in an accident, this needs to be reported to your supervisor immediately. An incident/accident report must be completed by the end of your work shift the day that you are involved in any accident. No matter how minor, the employee

must contact their supervisor so this accident involving a Township vehicle has a report documenting the incident.

Emergency Procedures
Occasionally, staff is involved in emergency situations involving themselves, coworkers or the general public. It is important to keep a clear head and report the emergency immediately. Contact your immediate supervisor and/or the Director in an emergency.

Who Should Be Contacted
1. Contact the security guard on duty
2. Call 911 when instructed to do so whenever a person's health or safety is involved.
2. Contact your immediate supervisor. If unavailable, contact the Director.
3. Call the Parks Office (810) 653-4156

Information For An Emergency Situation
1. Give a complete account of what has or is occurring to your immediate supervisor.
2. Be prepared to give the exact location. (Pay attention to where you are before there is an emergency.)
3. Give street address, major highway or street intersections.
4. Know your directions (i.e. north, south, east and west): e.g. "I am in the northwest corner of The Dog Park"
5. Identify yourself.
6. Answer all questions to the best of your ability.
7. Do not hang up until you are told to do so by the dispatcher.
8. If possible, stay by the phone and/or radio in case you need to be contacted.
9. Stay with the situation until it is stabilized or in the hands of some other competent person (ex: your immediate supervisor).

Basic Emergency Procedures
When an emergency occurs, remember that accurate information is always vital for public safety and insurance purposes. After every emergency situation, you will need to report this to your immediate supervisor so they can complete and submit a written incident/accident report to the Director.

Personal Injury Accidents
1. Get first-aid and other necessary medical assistance as soon as possible after injury occurs.
2. Get names, addresses and phone numbers of all witnesses.
3. Advise your immediate supervisor of the injury as soon as possible. You must notify your supervisor during the same shift the injury occurred.

Severe Weather
A SEVERE WEATHER WATCH means conditions are right for a flash flood, severe thunderstorm, high winds, lighting, or snow storm to develop. Keep your eye on the weather and PLAN what you will do.

1. Know what public alert tasks you are responsible.
2. Conduct your public alert tasks quickly and calmly.
3. Seek shelter in an approved storm shelter.
4. Be certain those individuals with special needs are assisted in getting safely to the shelter area.
5. If available, take a portable radio with you to keep informed.

6. Stay away from windows, doors and outside walls. Protect your head.

Emergency Closings
The Director, or the Davison Township Chief of Police, the Planning/Building Administrator (In the absence of the Director, Parks and Rec. assistants or Lake Callis managers) may declare the park, or portions thereof, closed in cases of severe or hazardous weather or other conditions. In the event that an emergency closing should occur, all employees who have not already reported to work will be contacted by telephone, if possible.

Bomb Threats
If you receive a bomb threat by telephone
1. Keep the caller on the telephone as long as possible while someone else immediately notifies the Police Department by calling 911.
2. Ask questions like where the bomb is located and when it is set to detonate, take notes.

As soon as possible, complete the bomb threat checklist provided by your supervisor. If you discover what you believe to be a bomb:

1. DO NOT TOUCH OR MOVE THE OBJECT
2. Contact the security guard on duty then Call 911
3. If evacuation is necessary, use same procedures as for a fire.
4. When the "All Clear" announcement is made, you may return to your work area.

Disturbance - Conflict (i.e. detrimental citizen behavior)
1. Contact on-site security guard and your supervisor.
2. Call 911 immediately if there is any disturbance that is preventing employees from conducting their duties.
2. DO NOT TRY TO INTERVENE IN A DISTURBANCE OR CONFLICT. Advise your immediate supervisor of the incident as soon as possible and before the end of your work shift.

First Aid
First aid is the immediate care given to a person who has been injured or suddenly taken ill. In case of serious injury or sudden illness, and while help is being summoned, you must immediately;
1. Have someone nearby call 9-1-1 for help (if applicable).
2. Stop bleeding, if possible.
3. Stay with victim. NOTE: You should always wear latex gloves and use caution when in a situation where body fluids are present. This includes blood, saliva, urine, or feces. Latex gloves are provided in all restroom cleaning supply areas and in first aid kits locations.

Rules, Procedures And Regulations
All employees are required to read and be familiar with the rules, procedures and regulations for their position. • A copy of the rules, procedures and regulations is available from your immediate supervisor. Employees are expected to act with intelligence, common sense and efficiency while handling situations relating to the rules, procedures and regulations set forth by Davison Township.

Public Information
Public questions concerning confidential or critical matters should be referred to your supervisor. All contacts with the news media (newspapers, magazines, TV, radio, internet) are to be directed to your immediate supervisor.

Property Damage/Theft
If you see any property being damaged or theft occurring, notify on-site security guard immediately. Provide as much information as possible. Then notify your supervisor. If your supervisor is unavailable, call the Parks & Recreation Department. Report any damaged or missing items to your supervisor immediately.

Seasonal Staff Responsibility Regarding Personal Property
If you find any object(s) of value, it must be turned over to your supervisor immediately. Include the item(s) description, date, location and the name of the person who found the object(s). • All inquiries about lost or found items should be directed to the Parks & Recreation Department's main office at (810) 653-4156. Seasonal employees will not accept for safekeeping, any personal items belonging to the public. Nor will they agree to watch, care for or look after any personal valuable items belonging to the public. Bring to work only the items necessary for the job. Davison Township is not responsible for any loss or damage to personal equipment or belongings owned by the staff or the public.

Negligence And Liability
Negligence is a failure to take precautions or actions that a reasonable person would take. No one is immune from being sued for being negligent. An employee must be responsible and prudent in his/her actions.

Conclusion
The level of service provided to citizens and visitors to Davison Township Park and Recreation Department is directly related to your level of performance. As a public agency, we exist to provide services in the most effective, productive and efficient way possible. The attitude and work ethic we display while carrying out our duties plays a major role in determining the satisfaction level of those we serve. Let's work together and support one another so we can build the best working teams possible.

Report to Genesee County Board of Commissioners

John Daly, Manager-Director
Genesee County Road Commission

May 4, 2015

- ✓ **2014 Road Improvements**
- ✓ **2015 Tentative Projects**
  - ✓ **Federal - State Aid**
  - ✓ **Primary Road Projects**
  - ✓ **Capacity & Safety**
  - ✓ **Primary Road System**
  - ✓ **Local Road System**

2014 Construction Projects

FEDERAL – STATE AID PROJECTS

PROJECT NAME	PROJECT LOCATION	TYPE OF PROJECT	BID PRICE
Richfield Road	Genesee Road to Belsay Road (Genesee Twp)	Pavement Repair & HMA Resurfacing	$ 1,219,100
Irish Road	Teachout Road to Mt. Morris Road (Richfield Twp)	Crush & Shape and HMA Resurfacing	$ 473,700
Baldwin Road	Fenton Road to Graytrax Road (Mundy & Grand Blanc Twps)	Crush & Shape and HMA Resurfacing	$ 595,200
Elms Road	Pierson Road to Carpenter Road (Mt. Morris Twp)	HMA Resurfacing	$ 558,900
Richfield Road	Irish Road to Victoria Station (Richfield Twp)	Cold Mill & HMA Resurfacing	$ 1,022,600
Saginaw Street	Maple Ave to Hill Road (Grand Blanc Twp)	Cold Mill & HMA Resurfacing	$ 2,053,900
Lapeer Road	at Charter Oaks Drive (Davison Twp)	Passing Flare Installation	$ 148,000
McCumsey Road Guardrail	at Pine Run Creek (Thetford Twp)	Guardrail Installation	$ 48,400
Baldwin Road Guardrail	at Atherton Drain (Gaines Twp)	Guardrail Installation & Tree Removal	$ 74,500
McCaslin Lake Road	Silver Lake Road to Finch Drive (Argentine Twp)	Crush & Shape and HMA Resurfacing & Cold Mill and Resurface Bridge Deck	$ 892,400
Duffield Road Bridge	over Mistgequay Creek (Clayton Twp)	Bridge Replacement	$ 577,200

Total $ 8,047,300

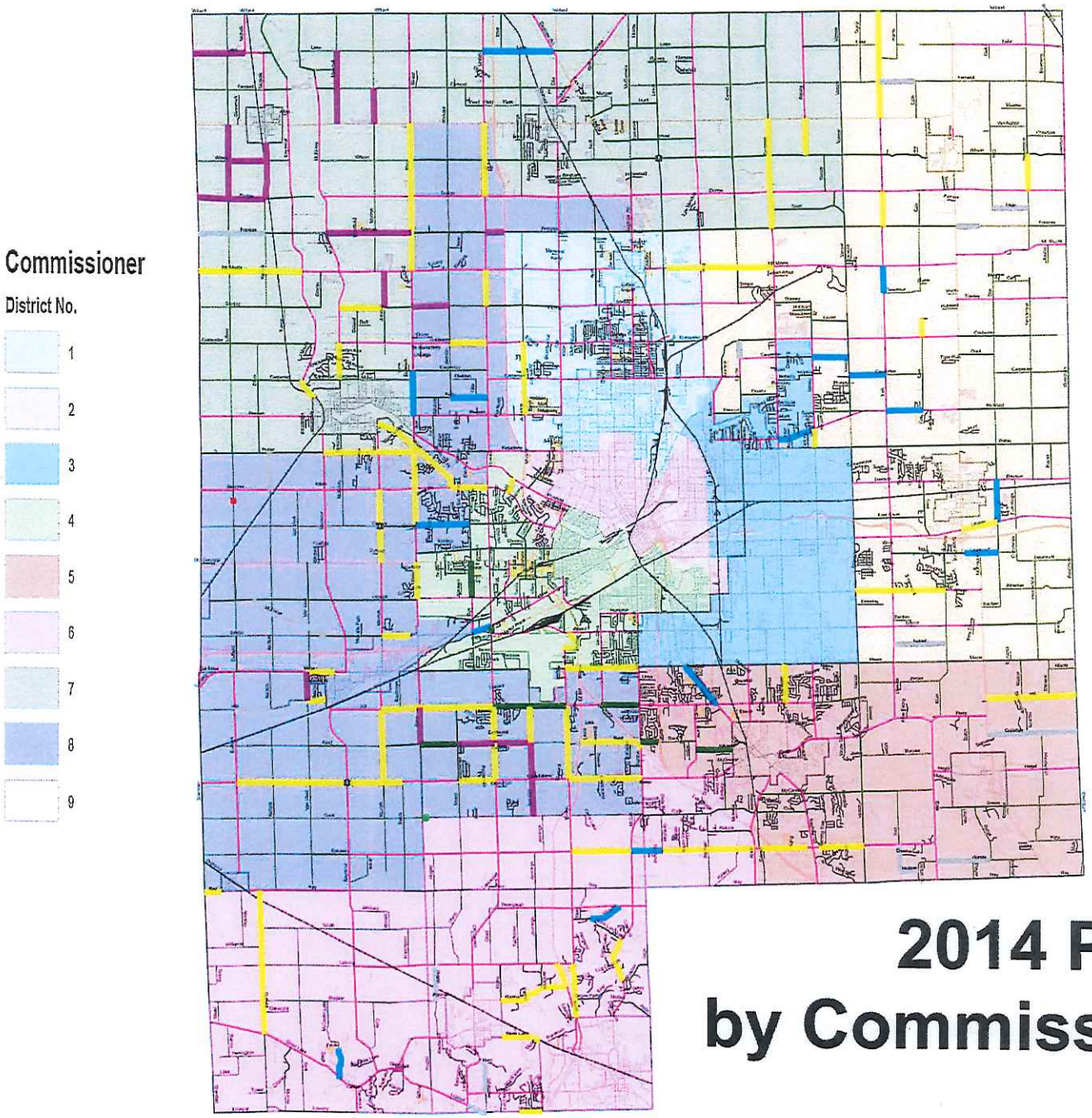
PRIMARY ROAD PROJECTS

PROJECT NAME	PROJECT LOCATION	TYPE OF IMPROVEMENT	BID PRICE
Proposal P-1 Primary	Various Locations	Pavement Repair for Chip Seal	
Proposal S-1 Primary	Various Locations	Single Chip Seal	
Seymour Road Drainage	At Address 10272 (Montrose Twp)	Drainage Ditch & Storm Sewer	$ 39,578
Micro-surfacing Proposal M-1	Various Locations in Flint & Mundy Twps	Micro-Surfacing	$ 560,667
Irish Road Repair	at I-69 (Davison Twp)	Pavement, Storm Sewer & Guardrail Repair	$ 304,808.

2014 Local Road System Contract Projects

PROJECT NAME	PROJECT LOCATION	TYPE OF PROJECT	BID PRICE
Proposal P-1	Various Locations	Pavement Repair for Chip Seal	$352,900
Proposal S-1	Various Locations	Single Chip Seal	$623,800
Norko Drive	Fleckenstein Drive to Linden Road (Flint Twp)	Asphalt Resurfacing	$166,900
Cook Road Culvert over Wendt Drain	0.9 mile west of Sharp Road (Mundy Twp)	Culvert Replacement	$58,600
Proposal A-1 Approach Paving	Various Locations (Clayton & Montrose Twps)	Ashalt Paving	$289,900
Proposal CS-1 Crack Seal	Various Locations	Crack Sealing	$108,500

Total $ 1,600,600



Legend

Description of Projects

- Crack Seal
- Chip Seal
- Asphalt Resurfacing
- Gravel Resurfacing
- Reconstruction
- Microsurfacing
- Bridges
- Traffic_Engineering Projects
- Non-Motorized Projects

2014 Projects by Commissioner District

2015 Construction Projects

2015 Federal-State Aid Projects

PROJECT NAME	PROJECT LOCATION	TYPE OF PROJECT	BUDGET ESTIMATE	FEDERAL - STATE FUNDS
Flushing Road	Warner Road to Mill	Cold Milling, & Asphalt Resurfacing (4 to 3 Lane Diet)	$ 1,360,000	$ 1,088,000
Pierson Road	Linden Road to I-75 Ramps	Pavement Repair & Rehabilitation	$ 1,012,000	$ 809,600
Elms Road at Hill Road	Elms Road/Hill Road Intersection	Roundabout Construction	$ 560,000	$ 448,000
Elms Road	Lake Road to Willard Road	Crush and Shape & Asphalt Resurfacing	$ 630,000	$ 504,000
Cole Road Bridge	over Shiawassee River	Bridge Superstructure Rehabilitation	$ 312,000	$ 296,400
Mt. Morris Road Bridge	over Flint River	Bridge Superstructure Repair	$ 737,000	$ 700,200
Ballenger Highway Bridge	over Swartz Creek (Flint Twp)	Bridge Replacement	$ 1,260,000	$ 1,197,000
Wilson Road Bridge	over Brent Run	Bridge Superstructure Rehabilitation	$ 397,000	$ 397,000
Farrand Road Bridge	over Pine Run Creek	Bridge Replacement	$520,000	$ 520,000
Lippincott Boulevard Bridge	over Kearsley Creek	Bridge Replacement	$580,000	$ 580,000
Dort Highway Extension	I-75 to Baldwin Road	Project Development, Design, Environ.Assessment, Right of Way	$2,000,000	2,000,000
		TOTAL	$9,368,000	$ 8,540,200

FEDERAL AID FUNDS

Federal aid transportation funds have run out.

MDOT informed us that Surface Transportation Funds have been expended for the year. Congress had provided only a pro-rated amount of Federal aid funding up through May 2015. Those funds have run out.

We now need to wait for Congress to pass either new authorization for transportation spending or an extension to our existing authorization. Our present extension runs out at the end of May. There may be remaining Federal Bridge and Safety funds left but these will run out at the end of May.

2015 Construction Projects

(Continued)

2015 Primary Road Projects

PROJECT NAME	PROJECT LOCATION	TYPE OF IMPROVEMENT	BUDGET ESTIMATE
Holly Road	at Northbound I-75 Ramp (Grand Blanc Twp)	Pavement Removal & Replacement (High stress asphalt)	$ 60,000
Genesee Road	At Huckleberry RR (Parks Comm.)	Railroad Crossing Reconstruction	$ 155,000
Primary Road Chip Seal	80 miles at various locations	Pavement Repair & Single Chip Seal	$4,896,500
Proposal M-1	Various Locations (Bristol @ Airport & Holly (Cook to City Limits)	Micro-Surfacing (20 Lane-Miles)	$ 500,000
		TOTAL	$5,611,500

2015 Construction Projects

(Continued)

Capacity & Safety Projects

PROJECT LOCATION	TYPE OF IMPROVEMENT	BUDGET ESTIMATE
Pierson Rd., Linden Rd. to Jennings Rd.	Traffic Adaptive System	$ 785,900
Hill Rd. at Torrey Rd.	Signal Modernization	$ 90,500
Linden Rd. at Stanley Rd.	Flasher & sign installation	$ 30,000
Seymour Rd.- Cole Rd. to Rolston Rd.	Flasher & sign installation	$ 45,400
	TOTAL	$ 951,800

2015 Primary Road Chip Seal

Road Name	Location	Cost
Lapeer Rd	Vassar Rd to State Rd (M-15)	$ 185,500
Stanley Rd	State Rd to Henderson Rd	$ 133,800
Linden Rd	M-57 to Willard Rd	$ 164,400
McKinley Rd	Frances Rd to M-57	$ 157,000
Mt. Morris Rd	Seymour Rd to Elms Rd	$ 185,100
Mt. Morris Rd	Elms Rd to I-75	$ 157,000
Perry Rd	Atlas TWP Line to Irish Rd	$ 64,700
Perry Rd	Belsay Rd to GB TWP Line	$ 76,000
Grand Blanc Rd	Fenton Rd to Dort Hwy	$ 132,900
Baldwin Rd	Vassar Rd to Irish Rd	$ 59,700
Irish Rd	Potter Rd to Richfield Rd	$ 61,800
Coldwater Rd	Genesee Rd to Vassar Rd	$ 102,500
Linden Rd	0.17 N of Pierson Rd to Carpenter Rd (N)	$ 67,100
Linden Rd	Coldwater Rd to Stanley Rd	$ 62,700
Holly Rd	Ray Rd to Baldwin Rd	$ 51,700
Stanley Rd	Clio Rd to Saginaw Rd	$ 124,300
Morrish Rd	Bristol Rd to Corunna Rd	$ 155,500
Irish Rd	Carpenter Rd to Teachout	$ 156,300
Carpenter Rd	Jennings Rd to Clio Rd	$ 62,800
Duffield Rd	Gaines VL to Grand Blanc Rd	$ 129,700
Lahring Rd	Hogan Rd to Linden Rd	$ 63,300
Lennon Rd	Elms Rd to Dye Rd	$ 93,000
Seymour Rd	M-57 to 0.35 Mile north of Farrand Rd	$ 81,000
Stanley Rd	Bray Rd to Center Rd	$ 51,500

Road Name	Location	Cost
Grand Blanc Rd	Linden Rd to Torrey Rd	$ 91,000
Detroit Street	north of Coldwater Rd to Stanley Rd	$ 28,200
Center Rd	GB CTL to south of Maple Rd	$ 91,400
Coldwater Rd	Linden Rd to Clio Rd	$ 124,800
Irish Rd	Dodge Rd to M-57	$ 125,100
Bray Rd	Mt Morris Rd to Frances Rd	$ 58,700
Bray Rd	Frances Rd to M-57	$ 171,800
Irish Rd	Mt Morris Rd to Frances Rd	$ 67,700
Elms Rd	Carpenter Rd to Mt Morris Rd	$ 156,200
Dodge Rd	Irish Rd to Gale Rd	$ 62,300
Hegel Rd	Goodrich VL to Washburn Rd	$ 102,600
Fenton Rd	Baldwin Rd to 0.15 mile south of Cook Rd	$ 58,700
Seymour Rd	Rolston Rd to Smith Rd	$ 135,200
Fenton Rd	North of Cook Rd to Grand Blanc Rd	$ 43,400
Beecher Rd	Elms Rd to River Rd	$ 60,600
Owen Rd	Linden Rd to Jennings Rd	$ 125,800
Tuscola Rd	Clio Rd to Willard Rd	$ 177,800
Torrey Rd	north of Hill Rd to Maple Ave	$ 60,500
Torrey Rd	Maple Ave to Flint CTL	$ 31,400
Elms Rd	Hill Rd to Maple Ave	$ 63,600
Seymour Rd	Carpenter Rd to Frances Rd	$ 277,500
Seymour Rd	frances Rd to Dodge Rd	$ 50,900
Lahring Rd	Seymour Rd to Hoisington Rd	$ 92,500
Grand Blanc Rd	Sheridan Rd to Duffield Rd	$ 59,500

TOTAL $4,896,500

2015 Construction Projects

(Continued)

2015 Local Road Projects

PROJECT NAME	PROJECT LOCATION	TYPE OF PROJECT	BUDGET ESTIMATE
Local Chip Seal	25 miles at various Locations by Maintenance	Pavement Repair & Chip Seal	$799,000
Healthsource Blvd	Linden Road to Corunna Road (Flint Twp)	Cold milling & HMA Resurfacing	$140,000
Proposal CS-1 Crack Seal	Various Locations	Crack Sealing	$12,000
Proposal CB-1 Catch Basins	Various Locations	Catch Basin Repair	$355,000
Otisville Salt Barn	Otisville Garage	Salt Barn Construction	$700,000
Dartmouth Drive	Fenton City Limits North to End	2" Cold mill & HMA Resurfacing	$85,000
Montrose Approaches	Various Locations	Approach HMA Paving	$169,000
Krystal Creek	Section 35 (Flushing Twp)	Cold Milling & HMA Resurfacing	$277,000
Sandalwood Drive	Maple Ave to Sandalwood Circle (Grand Blanc Twp)	Cold Milling & HMA Resurfacing	$170,000
		TOTAL	$2,707,000

2015 LOCAL ROAD CHIP SEAL PROJECTS BY MAINTENANCE

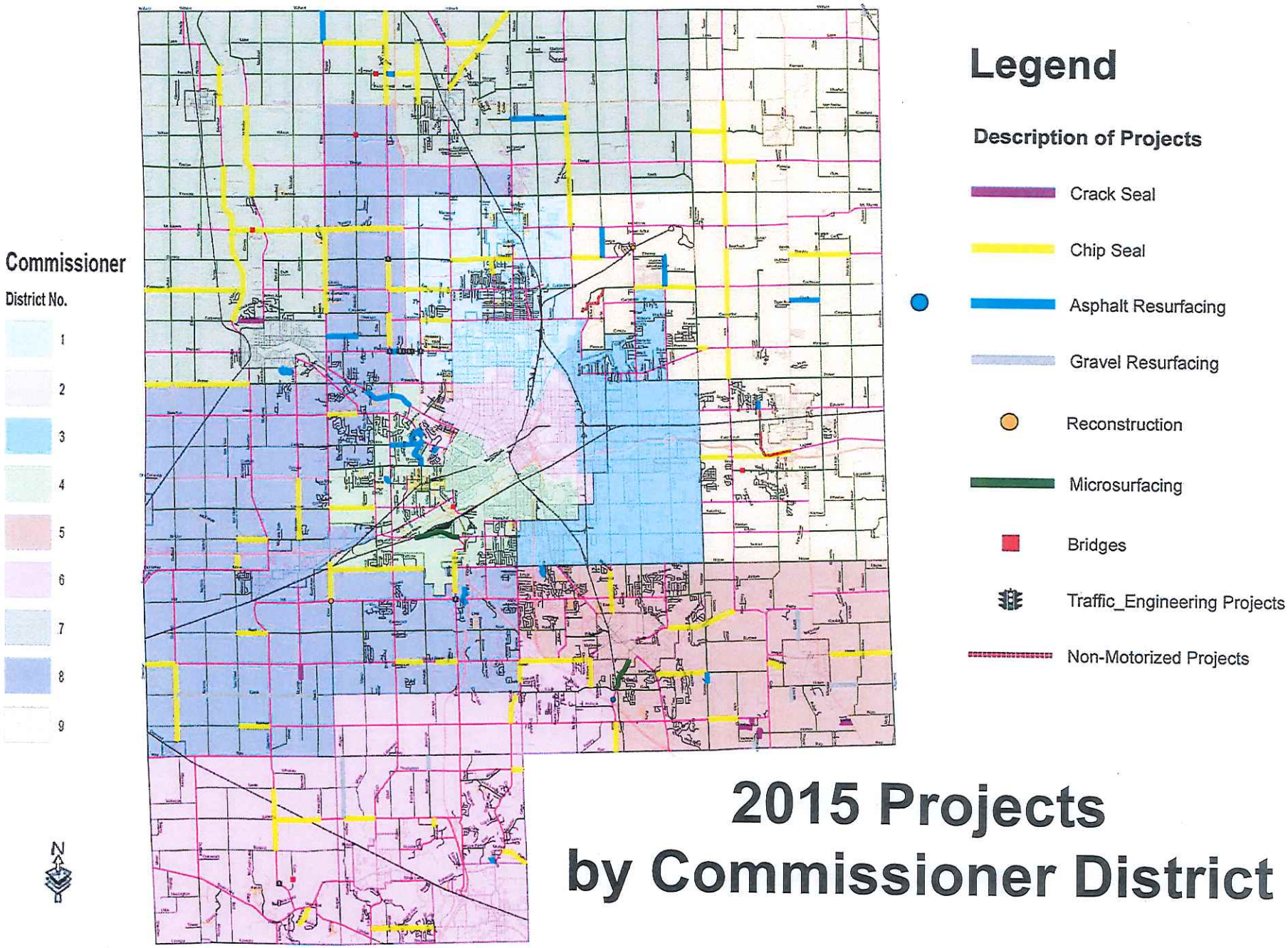
ROAD NAME	LOCATION	BUDGET
Knob Hill Road	Silver Lake to end	$ 85,000
Willowgate Sub.	Atlas Township	$ 20,000
Potter Road	Seymour to M-13	$ 55,500
Bristol Road	Seymour to Van Vleet	$ 30,000
Van Vleet	Miller to I-69	$ 15,000
Petts Road	Fenton to Eddy	$ 60,000
Potter Road	M-13 to Seymour	$ 60,000
Wilson Road	Irish to Vassar	$ 40,000
Embury Road	Cook to Grand Blanc	$ 49,000
McCandlish Road	Vassar to Saginaw	$ 80,500
Maple Road	Dye to Linden	$ 18,000
Maple Road	Elms to Dye	$ 30,000
Maple Road	Linden to Matthew	$ 12,000
Richfield Road	Henderson to Washburn	$ 40,000
Pierson Road	Richfield to Vassar	$ 14,000
Farrand Rd	I-75 to Jennings Rd	$ 30,000
Jennings Road	Lake to Vienna	$ 60,000
Lake Rd	Saginaw to Tuscola	$ 60,000
Lake Rd	Webster to Linden	$ 40,000

$ 799,000

2015 LOCAL ROAD PAVING PROJECTS BY MAINTENANCE

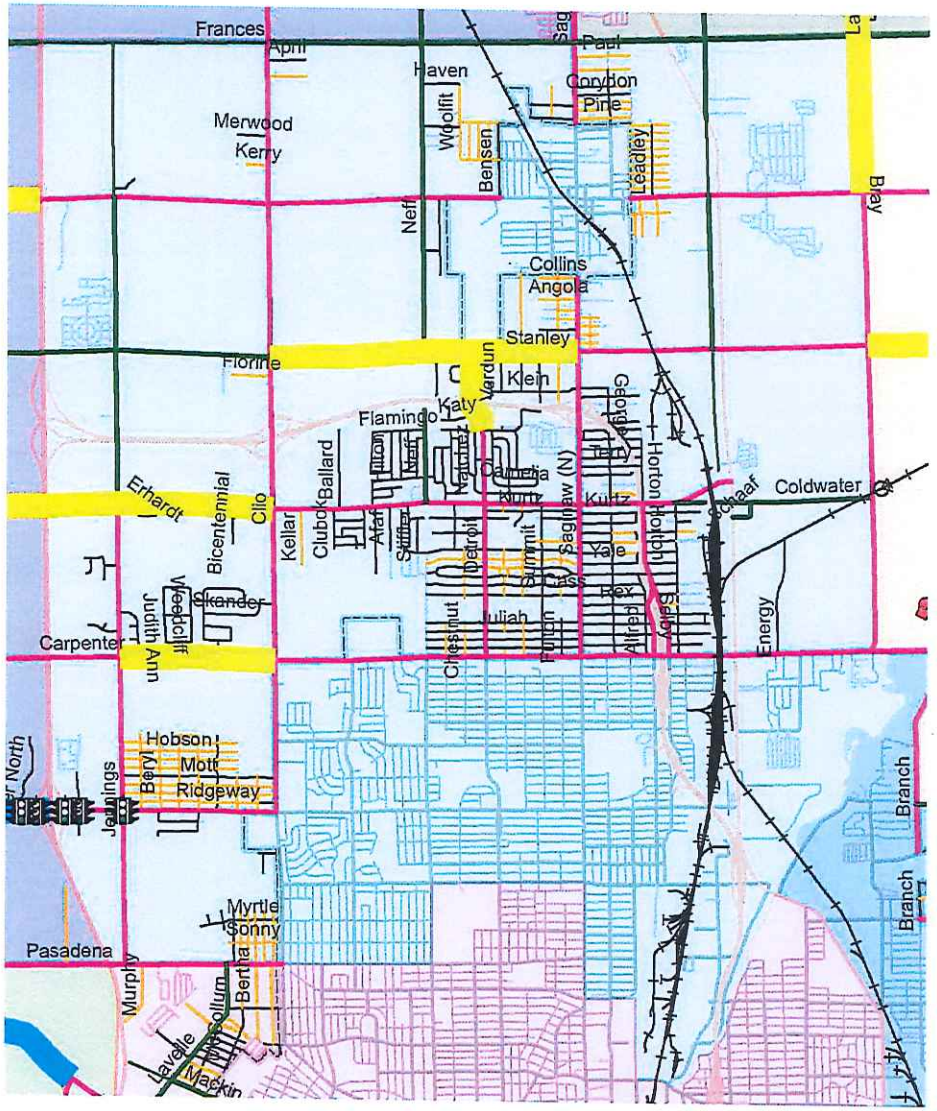
ROAD NAME	LOCATION	TYPE OF IMPROVEMENT	BUDGET
Vassar Road	Carriage Hill to McCandlish	2" Resurfacing	$ 62,500
Townview	Both ways from Daleview	Paving & Milling	$54,500
Lask	Ethel to Beecher	Paving & Milling	$25,500
Center Road	Stanley to Mt. Morris	3" Mill & Resurface	$175,000
Belsay Road	Coldwater to Stanley	3" Mill & Resurface	$250,000
Hillcrest Drive	East of Genesee Rd	2" Mill & Fill	$ 60,000
Kelly Road	Webster to Elms	3" Resurfacing	$ 255,000
Hill/US23	S. of Hill Road	Coldmill & 3" HMA resurf.	$ 71,400
Hill/US23	N. of Hill Road	Coldmill & 2" HMA resurf.	$ 106,000
Clark Road	M-15 to Oak	2" Mill & Fill	$ 4,000
Tobias Rd	Burkshire to Bray rd	2" Mill & Fill	$ 80,000
Farrand Rd	Linden to I-75	2" Resurfacing	$ 50,000

$ 1,193,900



2015 Projects by Commissioner District

2015 Projects District 1



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