



CITY COUNCIL PACKET

MONDAY, MARCH 16, 2009

Prepared By:
Franklin Peterson, City Manager
Kris Vogel, Clerk
Donna Carnell, Deputy Clerk



**CITY COUNCIL
REGULAR MEETING OF
MONDAY, MARCH 16, 2009, 7:30 P.M.
AGENDA**

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL: Mayor Anderson, Council Members Agne, Burdett, Eib, Good, Hinton, and Whitfield.
- IV. APPROVAL OF MINUTES
 - A. Regular Meeting of March 2, 2009
- V. REPORTS
 - A. Building/Code Department – February (*C. Childers/D. Carnell*)
 - B. Public Safety Department – February (*R. Coles*)
 - C. City Manager – *Franklin Peterson*
 - 1. Bills In Line
- VI. COUNCIL COMMENTS
- VII. CITIZEN COMMENTS
- VIII. ADJOURNMENT

NEXT MEETING: Monday, April 6, 2009
NEXT RESOLUTION: 06-09
NEXT PROCLAMATION: 03-09
NEXT ORDINANCE: 01-09

**MINUTES OF THE REGULAR MEETING OF
THE COUNCIL OF THE CITY OF SPRINGFIELD
MARCH 2, 2009**

I. CALL TO ORDER

Mayor Anderson called the regular meeting of the Council of the City of Springfield to order at 7:30 p.m.

II. PLEDGE OF ALLEGIANCE

Mayor Anderson led the pledge of allegiance.

III. ROLL CALL

Present: Council Members Agne, Burdett, Eib, Good, Hinton, Whitfield and Mayor Anderson.

Also Present: Kris Vogel – City Clerk, and Frank Peterson – City Manager.

IV. APPROVAL OF MINUTES

It was moved by Hinton, seconded by Good and unanimous that the minutes of the February 17, 2009, regular meeting be approved subject to additions and corrections.

V. REPORTS

A. City Manager – *Franklin Peterson*

1. Recognize – City of Battle Creek's Birthday

City Manager Peterson stated this resolution has been prepared in recognition of the City of Battle Creek's birthday.

Resolution #05-09

It was moved by Good and seconded by Whitfield that the following resolution be adopted:

WHEREAS, THE CITY OF BATTLE CREEK incorporated as a City on February 26, 1859; and

WHEREAS, in the last 150 years, the City has matured into a community with a rich history of philanthropy, business growth and development, strong leadership, and first class public services; and

WHEREAS, THE CITY OF BATTLE CREEK has been a good neighbor to the City of Springfield since our city's birth more than 50 years ago.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SPRINGFIELD to extend a congratulations to the people of Battle Creek for reaching this great milestone.

All ayes. Resolution adopted.

2. Bills In Line

It was moved by Good, seconded by Burdett and unanimously approved that the checks be drawn from the various accounts and the bills be paid.

VI. COUNCIL COMMENTS

Mayor Anderson congratulated Sgt. Gammons on his recent promotion from Public Safety Officer to Sergeant.

Council Member Hinton congratulated Chief Coles and Sgt. Furgason for marking their anniversaries with the Public Safety Department.

Council Member Good mentioned a letter from Michigan Municipal League appointing City Manager Peterson to the Land Use and Economic Development Committee.

City Manager Peterson thanked City Clerk Vogel for going before the County Election Commission and convincing them to consolidate the City of Springfield's voting precincts for the May election, which will save the Battle Creek Public Schools money.

City Manager Peterson recognized the following staff as employees of the month and congratulated them for their outstanding work: December – Chad Kennedy, January – Dan Hillman, and February – Kevin Callahan.

City Clerk Vogel noted that for the May election there will be only one precinct used, with all voters casting their ballots at City Hall. Notices will be sent to all voters in precinct 1 notifying them of the change for this election only.

City Clerk Vogel stated the Calhoun County Road Commission will be holding their Spring tire and appliance collection March – April 3rd, and their recycling collection on March for specific information on either of these collection you can contact the City Clerk's office.

Council Member Burdett noted that our thoughts and prayers go out to the family of Ellie Rothchild who recently passed away.

VII. CITIZENS COMMENTS

None.

VIII. ADJOURNMENT

The meeting was adjourned at 7:40 p.m.

Kris Vogel, MMC
City Clerk

Susan L. Anderson, Mayor

Building Report

February 2009

Building Permits

2/23/2009	11 Cinderella Circle	Remodel home	\$	145.00
2/24/2009	2963 W Dickman Rd	Demolish Garage	\$	80.00
2/25/2009	319 Catera Court	New home	\$	337.00
Total Building Permits			\$	562.00

Mechanical Permits

2/2/2009	2963 W. Dickman Rd	Convert to commercial building	\$	185.00
2/3/2009	2821 Wilber Ave	2 Furnaces	\$	100.00
2/4/2009	441 N. 23rd St	Furnace and chimney	\$	95.00
2/23/2009	449 N. 22nd St	Furnace and water heater	\$	80.00
Total Mechanical Permits			\$	460.00

Electrical Permits

2/3/2009	2821 Wilber Ave	Furnace and circuits	\$	80.00
2/18/2009	111 Evergreen	Fixtures	\$	140.00
2/23/2009	211 N 28th St	AT&T Service & Panels	\$	80.00
2/25/2009	257 N 30th St	Fire Alarms	\$	80.00
Total Electrical Permits			\$	380.00

Plumbing Permits

2/4/2009	11 Cinderella Circle	Fixtures, distribution & Valves	\$	120.00
2/26/2009	1793 W. Dickman	Updating piping to upstairs	\$	80.00
Total Plumbing Permits			\$	200.00

Monthly Permit Total \$ **1,602.00**

Informational:

Allen Edwin has pulled a building permit for their first house in Orchard Acres.

Code Enforcement Department

**February 2009
Report**

Inoperable Vehicle

4 N New Moon Terrace
67 Avenue C
243 Reynolds Road

Ordinance Violation

42 S New Moon Terrace
214 N 27th Street
1108 W Goguac Street
277 Avenue C
915 Betterly Road

Building Code Violation

4 N New Moon Terrace

SPRINGFIELD DEPARTMENT OF PUBLIC SAFETY
MONTHLY ACTIVITY REPORT

FEBRUARY 2009

FILE CLASS	INCIDENT	ACTIVITY	YR-DATE	YR-Date 08
900	Homicide	0	0	0
1000	Kidnap	0	0	0
1100	Criminal Sex Conduct	1	1	8
1200	Robbery	0	0	0
1300	Assault	8	20	19
2000	Arson	0	0	0
2200	Burglary	2	4	12
2300	Larceny	11	23	20
2400	Auto Theft	1	2	2
2900	Malicious Destruction	1	1	11
5000	Arrests	90	166	156
5400-2	O.U.I.L.	8	18	6
9400-2	False Alarms	14	26	32
9300-1	Crashes	7	36	28
9500	Misc. Fire	0	0	0
	Structure Fire	0	1	0
	Car Fire	0	0	1
	Hazards/Spills	0	0	0
9500-5	Medicals	34	66	87
9000	Skipped Number	10	15	17
Total Calls For Service		285	594	725
	Fire Loss	\$0	\$20,000	\$1,000

SPRINGFIELD DEPARTMENT OF PUBLIC SAFETY
MONTHLY ACTIVITY REPORT

FEBRUARY 2009

OVERTIME			
Cause	Hours	Other Time	Hours
Cases	53.5	Sick	6
Staffing	303	Vacation	60
Court	64	Comp Earned	0
Staff Work	18.5	Comp Used	0
Training	25	PT Firefighter Hours	25
Total	427		

INFORMATION

Public Safety Officers acting on a silent observer tip were able to obtain a search warrant for a mobile home at Thunderbird Trailer Park. A subsequent raid lead to the discovery of a large marijuana grow operation. The mobile home and a vehicle were seized along with the marijuana plants. The investigation continues. Warrants are pending.

Chief Coles and Sergeant Furgason marked their 20th anniversary with the Department.

PSO Trevor Endsley began firefighter school in Kalamazoo.



Manager's Report

March 16, 2009

Agenda Session:

We received a follow up letter from Ms. Roche' on Nettles St regarding her son's visit to a Council meeting last fall. She has concerns about Upton Park – specifically the noise during the day, skateboarding kids, trash/litter, and parking on Nettles Street. She is also concerned about teens partaking in activities that should not happen in the park (drinking alcohol, etc.). I have informed the Public Safety Department about her concerns, and have spoken with DPW Director Matson about the litter and trash. In her letter, she indicates that her and many of her neighbors would like to see the park disappear.

The question is: Do you want me to pursue any potential fixes to this issue? Some thoughts could be reduced hours, more police patrol, "no skateboarding" signs, etc. The problem I see is that there are no other complaints about the park, and the DPS and DPW feel the park is safe, attractive, and well-maintained. I don't want to jump to conclusions on this issue, if the issue really is that this resident is unrealistic about the positives/negatives to living across the street from a park.

Action Items:

Bills in line

I recommend the bills for approval.



Manager's Report

March 16, 2009

Informational Items:

1. Included in your packet are meeting minutes from the last three Consolidated Dispatch Meetings, as well as the Center's proposed budget. This is just informational.
2. As part of State law, we are required to review our health insurance options each year, and gather quotes for policy/provider changes. Jeannine Turner and I met with a potential service provider about our options, and feel that exploring Priority Health as a cost-effective alternative to MERS is a good fiscal move. This will be part of our talks with the POLC and AFSCME members.
3. The newsletters went out this week. A copy should be included in your packet.
4. I'll be out of town Thurs-Mon. for a wedding.
5. The Easter Egg Hunt is April 11th at 11a. If anyone would like to help out, please let Kris know.
6. We have tickets for the USAF Band performance. 10 seats have been reserved for those of you who confirmed with Donna that you may/would attend. The event starts at 3p on March 22, and it is located at the Kellogg Auditorium.
7. We are receiving about \$600K in stimulus funds to resurface Harmonia (and add shoulders), resurface Jackson St., and to finish the bike path (from Helmer to Columbia).

Let me know if you have any questions about this report.

Respectfully Submitted,

Franklin Peterson

Franklin Peterson

INVOICE DISTRIBUTION REPORT FOR INVOICES PAID 03/01/09 THRU 03/14/09

GL Number	Inv. Line Desc	Vendor	Amount
Fund 101 GENERAL FUND			
Dept 101 CITY COUNCIL			
101-101-801.95	MEMBERSHIP & DUES	BATTLE CREEK AREA CHAMBER OF	645.00
101-101-850.10	TELEPHONE	ALLTEL	40.69
101-101-956.00	MISCELLANEOUS EXPENSES	BC FLOWERS, LLC	44.00
101-101-956.00	MISCELLANEOUS EXPENSES	NATIONAL CITY VISA	65.80
101-101-956.05	PUBLIC RELATIONS	NATIONAL CITY VISA	45.53
Total for Dept 101 CITY COUNCIL:			841.02
Dept 172 CITY MANAGER			
101-172-801.97	CONFERENCE COSTS	NATIONAL CITY VISA	6.25
101-172-801.97	CONFERENCE COSTS	NATIONAL CITY VISA	35.00
Total for Dept 172 CITY MANAGER:			41.25
Dept 210 CITY ATTORNEY			
101-210-801.05	LEGAL FEES	MUMFORD SCHUBEL NORLANDER	130.00
Total for Dept 210 CITY ATTORNEY:			130.00
Dept 253 FINANCE/TREASURY			
101-253-718.25	RHCF-EMPLOYER FUNDING	FIDELITY INVESTMENTS	10,000.00
101-253-727.40	PAPER	STAPLES BUSINESS ADVANTAGE	61.48
101-253-727.50	DATA PROCESSING SUPPLIES	STAPLES BUSINESS ADVANTAGE	19.75
101-253-727.95	STORE FUND	STAPLES BUSINESS ADVANTAGE	82.09
101-253-740.00	OPERATING SUPPLIES	PETTY CASH	14.29
101-253-740.00	OPERATING SUPPLIES	STAPLES BUSINESS ADVANTAGE	29.96
101-253-740.00	OPERATING SUPPLIES	STAPLES BUSINESS ADVANTAGE	(29.58)
101-253-801.10	AUDIT/RPT PREP	PLANTE & MORAN LLP	423.75
101-253-850.10	TELEPHONE	NEXTEL COMMUNICATIONS	66.54
101-253-956.00	MISCELLANEOUS EXPENSES	CULLIGAN	23.50
101-253-956.00	MISCELLANEOUS EXPENSES	PETTY CASH	28.95
101-253-956.00	MISCELLANEOUS EXPENSES	PETTY CASH	19.80
101-253-956.00	MISCELLANEOUS EXPENSES	PETTY CASH	15.89
Total for Dept 253 FINANCE/TREASURY:			10,756.42
Dept 260 CITY CLERK			
101-260-900.10	ADVERTISING	BATTLE CREEK SHOPPER NEWS	157.92
101-260-956.00	MISCELLANEOUS EXPENSES	PRECISION PRINTER SERVICES	120.75
101-260-956.00	MISCELLANEOUS EXPENSES	NATIONAL CITY VISA	65.81
Total for Dept 260 CITY CLERK:			344.48
Dept 265 CITY HALL & GROUNDS			
101-265-775.00	REPAIR & MAINT SUPPLIES	SPRINGFIELD DO IT CENTER	85.78
101-265-775.00	REPAIR & MAINT SUPPLIES	SPRINGFIELD PLUMBING & SUPPLY INC	2.24
101-265-775.00	REPAIR & MAINT SUPPLIES	NATIONAL CITY VISA	62.13
101-265-801.35	CONTRACTUAL REFUSE SERVICE	WASTE MANAGEMENT MI- SOUTHWEST	255.00
101-265-920.20	ELECTRICITY	CONSUMERS ENERGY	537.04
101-265-920.20	ELECTRICITY	CONSUMERS ENERGY	294.34
101-265-930.05	BUILDING MAINTENANCE	BEST LAUNDRY SERVICE	46.45
Total for Dept 265 CITY HALL & GROUNDS:			1,282.98

INVOICE DISTRIBUTION REPORT FOR INVOICES PAID 03/01/09 THRU 03/14/09

GL Number	Inv. Line Desc	Vendor	Amount
Dept 276 CEMETERY & PARKS			
101-276-801.35	CONTRACTUAL REFUSE SERVICE	WASTE MANAGEMENT MI- SOUTHWEST	54.94
101-276-920.20	ELECTRICITY	CONSUMERS ENERGY	15.00
Total for Dept 276 CEMETERY & PARKS:			69.94
Dept 345 PUBLIC SAFETY DEPT			
101-345-722.10	UNIFORMS	SHIRTS N MORE INC	102.00
101-345-722.10	UNIFORMS	NYE UNIFORM COMPANY	5.00
101-345-722.10	UNIFORMS	R & R INDUSTRIES, INC	533.82
101-345-723.00	PRE-EMPLOYMENT PHYSICAL	BATTLE CREEK HEALTH SYSTEM	261.00
101-345-723.00	PRE-EMPLOYMENT PHYSICAL	BATTLE CREEK HEALTH SYSTEM	107.00
101-345-723.00	PRE-EMPLOYMENT PHYSICAL	BATTLE CREEK HEALTH SYSTEM	261.00
101-345-723.00	PRE-EMPLOYMENT PHYSICAL	BATTLE CREEK HEALTH SYSTEM	107.00
101-345-723.00	PRE-EMPLOYMENT PHYSICAL	BATTLE CREEK HEALTH SYSTEM	82.00
101-345-723.00	PRE-EMPLOYMENT PHYSICAL	BATTLE CREEK HEALTH SYSTEM	261.00
101-345-723.00	PRE-EMPLOYMENT PHYSICAL	BATTLE CREEK HEALTH SYSTEM	82.00
101-345-723.00	PRE-EMPLOYMENT PHYSICAL	BATTLE CREEK HEALTH SYSTEM	261.00
101-345-723.00	PRE-EMPLOYMENT PHYSICAL	BATTLE CREEK HEALTH SYSTEM	70.00
101-345-727.00	OFFICE SUPPLIES	STAPLES BUSINESS ADVANTAGE	23.45
101-345-740.00	OPERATING SUPPLIES	ALLEGRA PRINT & IMAGING	44.00
101-345-740.00	OPERATING SUPPLIES	ABSOPURE WATER COMPANY	4.00
101-345-740.00	OPERATING SUPPLIES	ABSOPURE WATER COMPANY	37.50
101-345-740.00	OPERATING SUPPLIES	WAVES	148.50
101-345-775.00	REPAIR & MAINT SUPPLIES	NATIONAL CITY VISA	143.09
101-345-775.35	EQUIPMENT PARTS & SUPPLIES	MOBILE VISION	162.00
101-345-801.04	PROSECUTION	MUMFORD SCHUBEL NORLANDER	2,002.00
101-345-801.17	COMPUTER CONSULTANT/SUPPORT	CRIMECOG TECHNOLOGIES	500.00
101-345-801.35	CONTRACTUAL REFUSE SERVICE	WASTE MANAGEMENT MI- SOUTHWEST	80.48
101-345-801.97	CONFERENCE COSTS	NATIONAL CITY VISA	48.18
101-345-850.10	TELEPHONE	ALLTEL	70.02
101-345-850.10	TELEPHONE	NEXTEL COMMUNICATIONS	43.28
101-345-850.10	TELEPHONE	AT & T	289.38
101-345-920.20	ELECTRICITY	CONSUMERS ENERGY	15.00
101-345-920.20	ELECTRICITY	CONSUMERS ENERGY	912.54
101-345-920.20	ELECTRICITY	CONSUMERS ENERGY	15.00
101-345-930.20	OFFICE EQUIPMENT/MAINTENANCE	CORNERSTONE OFFICE SYSTEMS	40.87
101-345-930.20	OFFICE EQUIPMENT/MAINTENANCE	NATIONAL CITY VISA	66.95
101-345-956.00	MISCELLANEOUS EXPENSES	DAVID LING	140.00
101-345-956.00	MISCELLANEOUS EXPENSES	RECOGNITION INC	10.00
101-345-956.00	MISCELLANEOUS EXPENSES	NATIONAL CITY VISA	8.27
101-345-956.10	TRAINING & EDUCATION	GOLD'S GYM	79.00
Total for Dept 345 PUBLIC SAFETY DEPT:			7,016.33
Dept 441 PUBLIC WORKS DEPARTMENT			
101-441-722.10	UNIFORMS	G & K SERVICES	21.10
101-441-722.10	UNIFORMS	GALLAGHER IND LAUNDRY	25.00
101-441-722.10	UNIFORMS	G & K SERVICES	27.30
101-441-722.10	UNIFORMS	RICES SHOES INC	125.00
101-441-850.10	TELEPHONE	ALLTEL	40.69
101-441-860.91	MEALS	NATIONAL CITY VISA	56.74
Total for Dept 441 PUBLIC WORKS DEPARTMENT:			295.83

INVOICE DISTRIBUTION REPORT FOR INVOICES PAID 03/01/09 THRU 03/14/09

GL Number	Inv. Line Desc	Vendor	Amount
Dept 450 STREET LIGHTING			
101-450-920.20	ELECTRICITY	CONSUMERS ENERGY	13.17
101-450-920.20	ELECTRICITY	CONSUMERS ENERGY	8,493.61
		Total for Dept 450 STREET LIGHTING:	8,506.78
Total for Fund 101 GENERAL FUND:			29,285.03
Fund 202 MAJOR STREET FUND			
Dept 451 CONSTRUCTION			
202-451-801.25	ENGINEERING	WIGHTMAN & ASSOCIATES, INC	10,095.00
		Total for Dept 451 CONSTRUCTION:	10,095.00
Dept 463 ROUTINE MAINTENANCE			
202-463-775.60	STREET MAINTENANCE MATERIAL	LAKELAND ASPHALT CO	396.10
		Total for Dept 463 ROUTINE MAINTENANCE:	396.10
Dept 474 TRAFFIC SERVICE MAINTENANCE			
202-474-920.20	ELECTRICITY	CONSUMERS ENERGY	158.22
		Total for Dept 474 TRAFFIC SERVICE MAINTENANCE:	158.22
Dept 478 WINTER MAINTENANCE			
202-478-775.80	SNOW REMOVAL MATERIAL	MORTON SALT	2,042.12
		Total for Dept 478 WINTER MAINTENANCE:	2,042.12
Dept 482 ADMINISTRATION			
202-482-801.10	AUDIT/RPT PREP	PLANTE & MORAN LLP	423.75
		Total for Dept 482 ADMINISTRATION:	423.75
Total for Fund 202 MAJOR STREET FUND:			13,115.19
Fund 203 LOCAL STREET FUND			
Dept 463 ROUTINE MAINTENANCE			
203-463-775.60	STREET MAINTENANCE MATERIAL	LAKELAND ASPHALT CO	402.05
		Total for Dept 463 ROUTINE MAINTENANCE:	402.05
Dept 478 WINTER MAINTENANCE			
203-478-775.80	SNOW REMOVAL MATERIAL	MORTON SALT	2,042.13
		Total for Dept 478 WINTER MAINTENANCE:	2,042.13
Dept 482 ADMINISTRATION			
203-482-801.10	AUDIT/RPT PREP	PLANTE & MORAN LLP	423.75
		Total for Dept 482 ADMINISTRATION:	423.75
Total for Fund 203 LOCAL STREET FUND:			2,867.93

INVOICE DISTRIBUTION REPORT FOR INVOICES PAID 03/01/09 THRU 03/14/09

GL Number	Inv. Line Desc	Vendor	Amount
Fund 211 INCOME TAX FUND			
Dept 202 INCOME TAX ADMINISTRATION			
211-202-727.40	PAPER	STAPLES BUSINESS ADVANTAGE	20.50
211-202-727.50	DATA PROCESSING SUPPLIES	STAPLES BUSINESS ADVANTAGE	56.93
211-202-740.00	OPERATING SUPPLIES	STAPLES BUSINESS ADVANTAGE	(35.96)
211-202-801.10	AUDIT/RPT PREP	PLANTE & MORAN LLP	423.75
211-202-801.13	INCOME TAX COMPLIANCE	LEXISNEXIS	30.00
211-202-850.10	TELEPHONE	NEXTEL COMMUNICATIONS	25.47
211-202-970.40	CAPITAL OUTLAY-OFFICE EQUIP	CDW GOVERNMENT INC	230.00
Total for Dept 202 INCOME TAX ADMINISTRATION:			750.69
Total for Fund 211 INCOME TAX FUND:			750.69
Fund 236 TIFA D FUND			
Dept 536 OPERATING EXPENSES			
236-536-805.16	CITY HALL RENOVATION PROJECT	MULDER'S RED CARPET MOVING STORAGE	1,051.00
236-536-805.16	CITY HALL RENOVATION PROJECT	ALLSTEEL	1,379.23
236-536-805.16	CITY HALL RENOVATION PROJECT	INTERSTATE OFFICE INTERIORS	3,312.50
236-536-805.16	CITY HALL RENOVATION PROJECT	BEST CHOICE FENCE	3,685.00
236-536-920.20	ELECTRICITY	CONSUMERS ENERGY	26.99
Total for Dept 536 OPERATING EXPENSES:			9,454.72
Total for Fund 236 TIFA D FUND:			9,454.72
Fund 238 ECONOMIC DEVELOPMENT FUND			
Dept 270 FARMERS MARKET			
238-270-801.35	CONTRACTUAL REFUSE SERVICE	WASTE MANAGEMENT MI- SOUTHWEST	54.94
238-270-920.20	ELECTRICITY	CONSUMERS ENERGY	196.83
238-270-956.06	SPECIAL EVENTS	NATIONAL CITY VISA	680.00
Total for Dept 270 FARMERS MARKET:			931.77
Total for Fund 238 ECONOMIC DEVELOPMENT FUND:			931.77
Fund 265 DRUG LAW ENFORCEMENT FUND			
Dept 536 OPERATING EXPENSES			
265-536-800.01	EXPENSE OF SEIZURE	NATIONAL CITY VISA	10.00
265-536-800.01	EXPENSE OF SEIZURE	R & M LOCK SHOP	76.50
265-536-970.35	CAPITAL OUTLAY-PUB SAFE EQUIP	CDW GOVERNMENT INC	214.10
265-536-970.36	CAPITAL OUTLAY-ERT EQUIPMENT	MICHIGAN POLICE EQUIPMENT CO	710.00
Total for Dept 536 OPERATING EXPENSES:			1,010.60
Total for Fund 265 DRUG LAW ENFORCEMENT FUND:			1,010.60
Fund 549 BUILDING CODE ENFORCEMENT FUND			
Dept 000			
549-000-477.04	PLUMBING PERMITS	SUPERIOR PLUMBING	215.00
549-000-676.07	NEXTEL REIMBURSEMENT	TODD BISHOP	(42.99)
549-000-676.07	NEXTEL REIMBURSEMENT	DAVID CUNNINGHAM	(0.48)
549-000-676.07	NEXTEL REIMBURSEMENT	STEVE BULLER	(3.55)
Total for Dept 000 :			167.98

INVOICE DISTRIBUTION REPORT FOR INVOICES PAID 03/01/09 THRU 03/14/09

GL Number	Inv. Line Desc	Vendor	Amount
Dept 371 INSPECTION DEPARTMENT			
549-371-706.10	ELECTRICAL INSPECTOR	DAVID CUNNINGHAM	870.65
549-371-706.20	PLUMBING INSPECTOR	TODD BISHOP	97.32
549-371-706.30	MECHANICAL INSPECTOR	STEVE BULLER	58.66
549-371-706.40	BUILDING INSPECTOR	STEVE BULLER	917.46
549-371-850.10	TELEPHONE	NEXTEL COMMUNICATIONS	225.54

Total for Dept 371 INSPECTION DEPARTMENT: 2,169.63

Total for Fund 549 BLDG CODE ENFORCEMENT FUND: 2,337.61

Fund 590 SEWER FUND

Dept 442 OPERATING EXPENSES

590-442-727.90	POSTAGE	LAKE MICHIGAN MAILERS INC	249.10
590-442-775.50	SEWER MAINTENANCE MATERIAL	NATIONAL CITY VISA	378.00
590-442-801.20	ANSWERING SERV/MISS DIG	TELEPHONE MESSAGE CENTER	50.50
590-442-970.10	CAPITAL OUTLAY - DPW EQUIPMENT	S L C METER SERVICE	2,675.00

Total for Dept 442 OPERATING EXPENSES: 3,352.60

Total for Fund 590 SEWER FUND: 3,352.60

Fund 591 WATER FUND

Dept 442 OPERATING EXPENSES

591-442-727.90	POSTAGE	LAKE MICHIGAN MAILERS INC	249.10
591-442-740.00	OPERATING SUPPLIES	NATIONAL CITY VISA	378.00
591-442-775.00	REPAIR & MAINT SUPPLIES	ETNA SUPPLY COMPANY	21.26
591-442-775.00	REPAIR & MAINT SUPPLIES	UNDERGROUND PIPE & VALVE INC	483.50
591-442-775.00	REPAIR & MAINT SUPPLIES	UNDERGROUND PIPE & VALVE INC	383.40
591-442-801.20	ANSWERING SERV/MISS DIG	TELEPHONE MESSAGE CENTER	50.50
591-442-801.97	CONFERENCE COSTS	NATIONAL CITY VISA	225.00
591-442-801.97	CONFERENCE COSTS	NATIONAL CITY VISA	35.00
591-442-970.10	CAPITAL OUTLAY - DPW EQUIPMENT	S L C METER SERVICE	2,675.00

Total for Dept 442 OPERATING EXPENSES: 4,500.76

Total for Fund 591 WATER FUND: 4,500.76

Fund 596 REFUSE FUND

Dept 442 OPERATING EXPENSES

596-442-727.90	POSTAGE	LAKE MICHIGAN MAILERS INC	249.10
596-442-801.35	CONTRACTUAL REFUSE SERVICE	WASTE MANAGEMENT MI- SOUTHWEST	12,589.04

Total for Dept 442 OPERATING EXPENSES: 12,838.14

Total for Fund 596 REFUSE FUND: 12,838.14

Fund 661 VEHICLE FUND

Dept 209 CITY ASSESSOR

661-209-740.05	GASOLINE	FUEL MANAGEMENT SYSTEM	14.59
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Total for Dept 209 CITY ASSESSOR: 14.59

INVOICE DISTRIBUTION REPORT FOR INVOICES PAID 03/01/09 THRU 03/14/09

GL Number	Inv. Line Desc	Vendor	Amount
Dept 345 PUBLIC SAFETY DEPT			
661-345-740.05	GASOLINE	FUEL MANAGEMENT SYSTEM	1,645.13
661-345-740.15	DIESEL FUEL	FUEL MANAGEMENT SYSTEM	95.21
Total for Dept 345 PUBLIC SAFETY DEPT:			1,740.34

Dept 441 PUBLIC WORKS DEPARTMENT

661-441-740.05	GASOLINE	FUEL MANAGEMENT SYSTEM	251.21
661-441-740.15	DIESEL FUEL	FUEL MANAGEMENT SYSTEM	801.37
661-441-775.00	REPAIR & MAINT SUPPLIES	AIRGAS-GREAT LAKES	31.79
661-441-775.00	REPAIR & MAINT SUPPLIES	EDWARDS INDUSTRIAL SALES INC	17.68
661-441-775.00	REPAIR & MAINT SUPPLIES	FASTENAL COMPANY	12.95
661-441-775.00	REPAIR & MAINT SUPPLIES	FASTENAL COMPANY	44.78
661-441-775.00	REPAIR & MAINT SUPPLIES	FASTENAL COMPANY	21.87
661-441-775.00	REPAIR & MAINT SUPPLIES	FASTENAL COMPANY	14.35
661-441-775.00	REPAIR & MAINT SUPPLIES	NATIONAL CITY VISA	27.96
661-441-775.00	REPAIR & MAINT SUPPLIES	NATIONAL CITY VISA	25.00
661-441-775.00	REPAIR & MAINT SUPPLIES	NATIONAL CITY VISA	68.18
661-441-775.00	REPAIR & MAINT SUPPLIES	NATIONAL CITY VISA	197.10
Total for Dept 441 PUBLIC WORKS DEPARTMENT:			1,514.24

Total for Fund 661 VEHICLE FUND: 3,269.17

Fund 701 TRUST & AGENCY FUND

Dept 000

701-000-204.10	DUE TO COUNTY-DOG LICENSES	CALHOUN COUNTY TREASURER	696.00
Total for Dept 000 :			696.00

Total for Fund 701 TRUST & AGENCY FUND: 696.00

Fund 703 CURRENT TAX COLLECTION FUND

Dept 000

703-000-214.05	DUE TO GENERAL FUND-OPER	GENERAL FUND-PROP TAX DISB	3,488.79
703-000-214.05	DUE TO GENERAL FUND-OPER	GENERAL FUND-PROP TAX DISB	12,797.11
703-000-214.06	DUE TO GENERAL FUND-PENSION	GENERAL FUND-PROP TAX DISB	249.15
703-000-214.06	DUE TO GENERAL FUND-PENSION	GENERAL FUND-PROP TAX DISB	914.04
703-000-214.07	DUE TO GENERAL FUND-ADMIN FEE	GENERAL FUND-PROP TAX DISB	51.39
703-000-214.07	DUE TO GENERAL FUND-ADMIN FEE	GENERAL FUND-PROP TAX DISB	260.58
703-000-214.07	DUE TO GENERAL FUND-ADMIN FEE	GENERAL FUND-PROP TAX DISB	197.08
703-000-214.07	DUE TO GENERAL FUND-ADMIN FEE	GENERAL FUND-PROP TAX DISB	1,560.48
703-000-214.11	DUE TO UNITS-PENALTY/INTEREST	BATTLE CREEK PUBLIC SCHOOLS	76.67
703-000-214.11	DUE TO UNITS-PENALTY/INTEREST	CALHOUN COUNTY TREASURER	54.86
703-000-214.11	DUE TO UNITS-PENALTY/INTEREST	GENERAL FUND-PROP TAX DISB	166.28
703-000-214.11	DUE TO UNITS-PENALTY/INTEREST	KELLOGG COMMUNITY COLLEGE	16.98
703-000-214.11	DUE TO UNITS-PENALTY/INTEREST	CALHOUN INTERM SCHOOL DIST	28.61
703-000-214.11	DUE TO UNITS-PENALTY/INTEREST	WILLARD DISTRICT LIBRARY	18.29
703-000-214.11	DUE TO UNITS-PENALTY/INTEREST	CALHOUN COUNTY TREASURER	49.16
703-000-214.11	DUE TO UNITS-PENALTY/INTEREST	BATTLE CREEK PUBLIC SCHOOLS	344.14
703-000-214.11	DUE TO UNITS-PENALTY/INTEREST	CALHOUN COUNTY TREASURER	192.66
703-000-214.11	DUE TO UNITS-PENALTY/INTEREST	GENERAL FUND-PROP TAX DISB	500.71
703-000-214.11	DUE TO UNITS-PENALTY/INTEREST	KELLOGG COMMUNITY COLLEGE	59.57

INVOICE DISTRIBUTION REPORT FOR INVOICES PAID 03/01/09 THRU 03/14/09

GL Number	Inv. Line Desc	Vendor	Amount
703-000-214.11	DUE TO UNITS-PENALTY/INTEREST	CALHOUN INTERM SCHOOL DIST	100.52
703-000-214.11	DUE TO UNITS-PENALTY/INTEREST	WILLARD DISTRICT LIBRARY	64.23
703-000-214.11	DUE TO UNITS-PENALTY/INTEREST	CALHOUN COUNTY TREASURER	172.67
703-000-214.20	DUE TO MAJOR ST-SPEC ASSESS	MAJOR ST FD-PROPERTY TAX DISB	589.34
703-000-214.30	DUE TO LOCAL ST-SPEC ASSESS	LOCAL ST FD-PROPERTY TAX DISB	191.94
703-000-214.30	DUE TO LOCAL ST-SPEC ASSESS	LOCAL ST FD-PROPERTY TAX DISB	171.88
703-000-214.45	DUE TO BLDG FD-TAX ROLL ASSESSMENT	BUILDING FUND	490.25
703-000-214.50	DUE TO SEWER-SPEC ASSESSMENTS	UTILITY BILLING FUND	305.28
703-000-214.68	DUE TO UB-TAX ROLL ASSESSMENT	UTILITY BILLING FUND	287.10
703-000-222.00	DUE TO COUNTY-COLL FR TAX BILL	CALHOUN COUNTY TREASURER	1,340.14
703-000-222.00	DUE TO COUNTY-COLL FR TAX BILL	CALHOUN COUNTY TREASURER	2,962.70
703-000-222.00	DUE TO COUNTY-COLL FR TAX BILL	TIFA B FUND-PROPERTY TAX DISB	408.03
703-000-222.00	DUE TO COUNTY-COLL FR TAX BILL	TIFA D FUND-PROPERTY TAX DISB	417.34
703-000-222.00	DUE TO COUNTY-COLL FR TAX BILL	CALHOUN COUNTY TREASURER	4,915.77
703-000-222.00	DUE TO COUNTY-COLL FR TAX BILL	CALHOUN COUNTY TREASURER	14,674.73
703-000-222.00	DUE TO COUNTY-COLL FR TAX BILL	TIFA B FUND-PROPERTY TAX DISB	2,923.30
703-000-222.00	DUE TO COUNTY-COLL FR TAX BILL	TIFA D FUND-PROPERTY TAX DISB	2,750.37
703-000-223.00	DUE TO WILLARD-COL FR TAX BILL	WILLARD DISTRICT LIBRARY	498.35
703-000-223.00	DUE TO WILLARD-COL FR TAX BILL	WILLARD DISTRICT LIBRARY	1,828.13
703-000-225.00	DUE TO BC SCH-COLL FR TAX BILL	BATTLE CREEK PUBLIC SCHOOLS	1,978.50
703-000-225.00	DUE TO BC SCH-COLL FR TAX BILL	BATTLE CREEK PUBLIC SCHOOLS	29,626.00
703-000-225.00	DUE TO BC SCH-COLL FR TAX BILL	BATTLE CREEK PUBLIC SCHOOLS	7,078.11
703-000-225.00	DUE TO BC SCH-COLL FR TAX BILL	BROWNFIELD-BAKER OIL SITE	1,856.83
703-000-225.00	DUE TO BC SCH-COLL FR TAX BILL	BATTLE CREEK PUBLIC SCHOOLS	189,209.84
703-000-225.00	DUE TO BC SCH-COLL FR TAX BILL	BROWNFIELD-BAKER OIL SITE	1,856.83
703-000-228.00	DUE TO STATE-COLL FR TAX BILL	CALHOUN COUNTY TREASURER	1,495.17
703-000-228.00	DUE TO STATE-COLL FR TAX BILL	CALHOUN COUNTY TREASURER	4,246.57
703-000-228.00	DUE TO STATE-COLL FR TAX BILL	BROWNFIELD-BAKER OIL SITE	1,237.89
703-000-234.00	DUE TO ISD-COLL FR TAX BILL	CALHOUN INTERM SCHOOL DIST	779.94
703-000-234.00	DUE TO ISD-COLL FR TAX BILL	CALHOUN INTERM SCHOOL DIST	11,731.06
703-000-234.00	DUE TO ISD-COLL FR TAX BILL	CALHOUN INTERM SCHOOL DIST	2,215.27
703-000-234.00	DUE TO ISD-COLL FR TAX BILL	BROWNFIELD-BAKER OIL SITE	645.76
703-000-234.00	DUE TO ISD-COLL FR TAX BILL	CALHOUN INTERM SCHOOL DIST	62,374.91
703-000-234.00	DUE TO ISD-COLL FR TAX BILL	BROWNFIELD-BAKER OIL SITE	634.56
703-000-235.00	DUE TO KCC-COLL FR TAX BILL	KELLOGG COMMUNITY COLLEGE	462.28
703-000-235.00	DUE TO KCC-COLL FR TAX BILL	KELLOGG COMMUNITY COLLEGE	5,534.19
703-000-235.00	DUE TO KCC-COLL FR TAX BILL	TIFA B FUND-PROPERTY TAX DISB	762.30
703-000-235.00	DUE TO KCC-COLL FR TAX BILL	TIFA D FUND-PROPERTY TAX DISB	779.66
703-000-235.00	DUE TO KCC-COLL FR TAX BILL	KELLOGG COMMUNITY COLLEGE	1,695.83
703-000-235.00	DUE TO KCC-COLL FR TAX BILL	KELLOGG COMMUNITY COLLEGE	27,407.29
703-000-235.00	DUE TO KCC-COLL FR TAX BILL	TIFA B FUND-PROPERTY TAX DISB	5,461.07
703-000-235.00	DUE TO KCC-COLL FR TAX BILL	TIFA D FUND-PROPERTY TAX DISB	5,138.99
703-000-275.00	DUE TO TAXPAYERS-REFUNDS	SHARON STARKS	35.00

Total for Dept 000 : 420,362.47

Total for Fund 703 CURRENT TAX COLLECTION FUND: 420,362.47

INVOICE DISTRIBUTION REPORT FOR INVOICES PAID 03/01/09 THRU 03/14/09

GL Number	Inv. Line Desc	Vendor	Amount
	Fund Totals:		
		Fund 101 GENERAL FUND	29,285.03
		Fund 202 MAJOR STREET FUND	13,115.19
		Fund 203 LOCAL STREET FUND	2,867.93
		Fund 211 INCOME TAX FUND	750.69
		Fund 236 TIFA D FUND	9,454.72
		Fund 238 ECONOMIC DEVELOPMENT FUND	931.77
		Fund 265 DRUG LAW ENFORCEMENT FUND	1,010.60
		Fund 549 BUILDING CODE ENFORCEMENT FUND	2,337.61
		Fund 590 SEWER FUND	3,352.60
		Fund 591 WATER FUND	4,500.76
		Fund 596 REFUSE FUND	12,838.14
		Fund 661 VEHICLE FUND	3,269.17
		Fund 701 TRUST & AGENCY FUND	696.00
		Fund 703 CURRENT TAX COLLECTION FUND	420,362.47
		Total - All Funds	504,772.68

That Can't be Right . . . My Taxes are Rising While My Value is Falling!

With the current downturn in real estate sales, you might expect significant decreases in the SEV and Taxable Value of your property, leading to lower property taxes. Unfortunately, in most cases, this will not happen for 2009. SEV is calculated using sales information over a two year cycle, and the low number of sales in 2008 does not offer enough data for assessors to drop True Cash Values very far.

Even if True Cash Value and the SEV do drop in 2008, the SEV is usually still much higher than

the prior year's Taxable Value. In these cases, Taxable Value will continue to increase by the rate of inflation, until it reaches the SEV.

Recently, many properties have been purchased for less than the properties' True Cash Value, especially with sales of foreclosed properties. The actual sale price of a property is not the True Cash Value. Legally, True Cash Value is defined as the *usual* selling price of a property. Michigan's Legislature and Courts have clearly stated that actual selling price is not a

controlling factor in the True Cash Value or SEV. When the local assessor analyzes sales to determine assessment changes, nonrepresentative sales are excluded.

Distressed sales, such as sales involving mortgage foreclosure or transferring property to or from relocation companies are considered nonrepresentative sales. The State Tax Commission has issued guidelines that generally preclude assessors from including these distressed sales in assessment analysis because they are not reliable

indicators of value. New guidelines allow the inclusion of foreclosed sales, but only if they are considered **reasonable** and have been **verified**.

For a more detailed explanation of Proposal A, and for information regarding millage rates, principle resident exemptions, and other assessment information, contact the City Assessor.

We truly value your contributions to our area. Your taxes help fund our City, County, Schools, and many other needed services.

* * E-File Your City Income Taxes for Free! * *

Starting this tax year, you can e-file your Springfield income taxes on our website.

You should have received a postcard from the Income Tax Department. The postcard should have a user ID number on the mailing label. You will need to use the ID number to access the e-file system.

We also have fill-able tax forms on-line for those that would like to fill out the forms and file via US Mail or in person. Booklets are available on-line, and will not be mailed this year. If you do not have internet access, please contact the Income Tax Department to request a booklet.

Our web address is www.springfieldmich.com

Election News

Mark your calendars for Tuesday, May 5th. This date will be your opportunity to vote for Battle Creek Public School Board Members and Kellogg Community College Trustees.

Polls are open from 7a to 8p, and we will only operate one polling location for this election. **EVERYONE WILL VOTE AT CITY HALL** for this election only.

We decided to move to one polling place to cut down on

election expenses. The voter turnout for the May School Election is typically so low that it is not practical to have two separate locations. If you have any questions about the polling location, please contact the Clerk's Office.

Also, the State has called a special election to fill Mark Schauer's vacant State Senate Seat. The primary is planned for August and the general is planned for November.

Farmers Market to Kickoff with a Chili Cook Off!

Saturday, May 2nd will mark the opening of the 2009 season of Springfield's Farmers Market! Last year, we introduced a number of new events at the Market, and this year we plan to keep up the pace with even more special events.

The May 2nd Market will open at 8a with the regular Saturday Market events: coffee, produce, flowers, baked goods, specialty meats, and more.

At 11a, the attention will shift to the chili cook off, with judging taking place until 11:30, and a winner announced at noon. Starting at noon, everyone will be invited to taste all of the various chili recipes for only \$5.00! This is a great way to get to know



your neighbors . . . And maybe see which ones you'd like to share chili recipes with!

For more information on the Chili Cook Off, and to register, please contact Kris Vogel at

269-965-2354.

This season is going to be a huge success! We're planning on more vendors than previous years, and a more-diverse venue of special events. Our event calendar will be released shortly, but in meantime, plan for special events like the Easter Egg Hunt, Community Pot Luck, the Business Expo, three craft shows, a health fair, two Mom to Mom sales, a child safety event, a community garage sale, a Halloween Event, and a special Christmas Market! For information on any of these events, please contact Kris Vogel!

Got Chili?





We value what you value.

Orchard Hills

Allen Edwin Homes is honored to partner with the City of Springfield and offer new homes in Orchard Hills.

Orchard Hills is an attractively priced community with new homes starting at \$99,900. This community is in an area of growth with a wealth of surrounding lifestyle amenities. Residents in Orchard Hills are located minutes from downtown Battle Creek and have easy access to I-94.

Visit AllenEdwin.com to learn more!

Or Call Joe at (800) 514-1620



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- 1640 Sq. Ft.
- 3 Bedrooms
- 2 Bathrooms
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- Exceeds new model Michigan Energy Code
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Classic, Elements & Tradition Collections:

\$99,900-\$160,841

1600 to 3400 sq. ft.



February 27, 2009

Franklin Peterson, Manager
City of Springfield
601 Avenue A, City Hall
Springfield, MI 49015

Dear Mr. Peterson:

As part of Comcast's commitment to keep you informed about important developments that affect our customers in your community, I am writing to notify additions and changes to the channel lineup in Springfield. Customers will be notified in advance of these additions and changes by newspaper notice.

Effective April 1, 2009, we are pleased to announce the addition of Major League Baseball (MLB) HD, channel 258* to Digital Classic service and Daystar, channel 288* to Digital Starter service.

Also effective April 2, 2009, we are pleased to announce that WZZM will be added to Basic Service channel 14*, WZZM HD will be added to Basic Service channel 231*, and WZZM On Target Weather will be added to Basic Service channel 247*. WOTV HD will move from Basic Service channel 231 to Basic Service channel 237*. Lifetime Movie Network, channel 119, and Lifetime Movie Network HD, channel 221, will no longer be available with Business Class TV Digital Basic Plus or Digital Deluxe.

*In addition to the appropriate subscription service, a digital receiver or CableCARD-equipped device will be required to view these channels. To receive HD channels, an HD television and HDTV equipment will be required.

Please direct any customer calls about Comcast products, services and prices to 1-888-COMCAST. Our Customer Account Executives are available 24 hours a day, 7 days a week. As always, feel free to contact me directly at 517-333-6028 with any questions you may have.

Sincerely,

A handwritten signature in cursive script that reads "John P. Gardner".

John P. Gardner
Government Affairs Manager
Comcast, Midwest Region
1070 Trowbridge Road
East Lansing, MI 48823

Calhoun County Consolidated Dispatch Center Authority Governing Board
Tuesday, February 3, 2009

Members Present: Chris Simmons, City of Battle Creek
Dale Peet, Michigan State Police
Mike Herman, City of Albion
Ken Tsuchiyama, City of Battle Creek
Sherriff Al Byam, Calhoun County Sherriff
Frank Peterson, AMSA
Brent Williams, City of Marshall
Mike Rae, Calhoun County Board of Commissioners

Also Present: Kelly Rasmussen, Success Communications
John Bawol, Success Communications
Mark Burke, MFFAA
Eric Miller, City of Albion
Tony Geigle, Emmett Township
Brad Wilcox, Calhoun County
Bob Kiessling, City of Marshall
Richard Rogan, area builder

The Meeting was called to order by Vice Chairman Allen Byam at 3:00 p.m., in the Law Library of the Marshall County Building.

I. **Consent Items**

Motion by Mr. Rae, supported by Mr. Williams that the Consent Agenda and Minutes of the January 27, 2009 Meeting be approved. On a voice vote – motion carried.

II. **Public Comment**

Mr. Rogan commented that there are several empty buildings in the area that builders are working on that are in danger of being broken into. Mr. Rogan would like to know if there are any alternatives for protecting the buildings, such as motion sensors that will call an alarm directly into dispatch.

Mr. Miller noted that there are such units available for cars but they tend to be very pricey.

Mr. Williams stated that dispatch centers don't monitor private alarms. Private alarm companies monitor individual alarms then in turn contact dispatch centers when needed.

Mr. Rogan stated the builders would pursue their alternatives with private alarm companies.

III. **Informational Items**

Ms. Rasmussen thanked the Board for the opportunity to work with them and they look forward to bringing new service to Calhoun County. Kelly Rasmussen will be the main contact with John Bawol as her right hand.

Mr. Byam stated that previous attempts to establish a consolidated dispatch have failed. Marshall and Albion were discussing consolidation and were joined by Battle Creek when the surcharge came about. The Board and the budget have now been established. The County is collecting the surcharges.

Mr. Tsuchiyama commented that the budget projections were the basis of a 5-year proforma but the revenue has been slow coming in. The Board would like to have a balanced budget but they are uneasy about the revenue. Kelly and John should be provided with the minutes of past meetings so they can see the discussions that the Board has had.

Mr. Bawol asked if there were monies coming in from the surcharge and if there was confidence that all communications organizations were paying.

Mr. Tsuchiyama said that was unknown.

Mr. Bawol said it is common for communities to be unsure if they are receiving payments from everyone they should be.

Mr. Herman stated that the County currently has a list and is collecting the funds.

Mr. Byam commented that Brad Wilcox has been the driving force behind the renovation. He stated that while there are a lot of people involved in the planning, Brad is the contact.

Ms. Rasmussen inquired how far along the renovations were.

Mr. Wilcox stated that they are getting ready to finalize the design and hire a contractor.

Mr. Tsuchiyama inquired if Success Communications would be interested in seeing the current operations.

Ms. Rasmussen commented that it would be very helpful to visit the existing operations to get a better idea of current procedures and skill levels.

Mr. Byam commented that one of the consolidation attempts was a failed millage. There was a fire grant given and the funds were used for fire safety. There was equipment purchased but never used. Success Communications should talk to the Technical Committee to find out what was purchased, where it is and if it can be utilized now.

Ms. Rasmussen inquired as to whether there is a 911 plan and if everyone has it.

Mr. Byam commented that the 911 plan was done recently to lay the groundwork for the Board.

Mr. Peet stated that all of the PSAPs are operating under the same plan. The consolidation was incorporated when developing the plan.

Mr. Miller commented that Success should look at the plan and make a list of suggestions to be discussed.

Mr. Williams inquired on how the Authority should handle calls, if dispatch and call takers should be separated. The Authority will need guidance on the best way to configure staff.

Ms. Rasmussen said there are many configurations the Authority could go with. Success will have to look at the current arrangements then talk to the Technical Committee. Success will need to gather volume data also.

Mr. Miller stated that the Board realizes that the consolidation will be the right time to make changes in different areas and to start new. The Board would like to address the issues so to better serve the community.

Ms. Rasmussen stated that not only will they need to know what works and what doesn't in the PSAPs here but will also look at trends in other communities for ideas of what to try and what will not work.

Mr. Bawol inquired whether all involved are using the same radios and CADs.

Mr. Miller stated that Albion and Marshall Fire are on a different radio system. All involved are putting in general fund money toward radio system. Marshall and Albion use a different CAD than Battle Creek.

Mr. Bawol inquired whether there was a higher surcharge sought.

Mr. Byam commented that the County Board approved the increase to \$.60 with the contingency that there would be a consolidated dispatch. If the consolidated dispatch is not formed, the surcharge reverts back to \$.33.

Mr. Bawol inquired whether there were Mutual Aid Agreements with any surrounding communities and if they were having any problems with the consolidated dispatch arrangement.

Mr. Miller stated that he was not aware of any of them having any problems.

Mr. Tsuchiyama commented that there has probably never been an intentional conversation with the surrounding communities but there should be contact to inquire specifically.

Mr. Miller stated that most of the surrounding counties have already gone to a consolidated dispatch arrangement.

Mr. Bawol inquired as to who will oversee employee training.

Mr. Peet stated that the Technical Committee is in charge of making those arrangements.

Mr. Williams stated that the Marshall Dispatchers are the only ones who have Emergency Medical Dispatch training. Albion and Battle Creek are dispatched by a third party. Success needs to look at if it be better to train the consolidated staff to do EMD or have the Marshall area EMD dispatched by someone else.

Mr. Miller stated that Lifecare and Albion have already agreed to allow the consolidated dispatch to dispatch for them.

Mr. Rae inquired if there was a resource available to train everyone at the same level, such as an agreement with KCC.

Ms. Rasmussen stated that would be an ideal situation but not very viable. It's hard to have enough time and budget for that kind of training. And most schools don't offer regular classes in the different areas of dispatching because it isn't a high demand field. The consolidated dispatch will be bringing together people with different skill sets so it might be an advantage.

Mr. Williams stated that Success was here because their expertise was in dispatch training so they will be able to help get staff prepared.

Mr. Bawol stated that they should sit down with the three PSAPs to discuss what training they have had, what works and what doesn't then develop a plan to bring it all together.

Ms. Rasmussen stated they will need to have the union contracts and policies and procedures.

Mr. Herman reminded the Board that they still need to decide if Battle Creek would be responsible for internal services and what compensation they will receive or if the Authority will be responsible for their own internal services.

Mr. Tsuchiyama commented that the consolidation was developed for cost control. Battle Creek offered to do the back door services but it was not intended to be for the long term, just until the authority was capable of taking them on.

Mr. Williams commented that the Authority is not a County entity. The Authority will lease the dispatch space from the County.

Mr. Herman inquired if the Authority should use the County labor attorney.

Mr. Byam commented that the County is going through a lot of transitions right now. Five of the seven commissioners are new, the new County Administrator will be starting in mid-February, and the secretary to the County Administrator is new plus many other changes. Success would find a lot of history in the minutes of the Emergency Telephone District Board.

Ms. Rasmussen stated they have a good start and thanked everyone for their cooperation.

Mr. Byam stated that the Governing Board has a standing meeting at 3:00 p.m. on Tuesdays and the Technical Committee meets at 2:00 p.m. on Wednesday.

Meeting adjourned at 4:15 p.m.



Calhoun County Consolidated Dispatch Center Authority Governing Board

Meeting Minutes
Tuesday, February 17, 2009

Members Present: Chris Simmons, City of Battle Creek
Mike Herman, City of Albion
Ken Tsuchiyama, City of Battle Creek
Sherriff Al Byam, Calhoun County Sherriff
Frank Peterson, AMSA (via telephone)
Brent Williams, City of Marshall

Members Excused: Mike Rae, Calhoun County Board of Commissioners
Jeff Albaugh, Calhoun County Township Association
Dale Peet, Michigan State Police

Also Present: Kelly Rasmussen, Success Communications
John Bawol, Success Communications
Mark Burke, MFFAA
Eric Miller, City of Albion
Brad Wilcox, Calhoun County
Bob Kiessler, City of Marshall
Kelli Sproule, Calhoun County

The Meeting was called to order by Vice Chairman Allen Byam at 3:00 p.m., in the Law Library of the Marshall County Building.

I. Consent Items

Motion by Mr. Tsuchiyama, supported by Mr. Williams that the Consent Agenda and Minutes of the February 3, 2009 Meeting be approved. On a voice vote – motion carried.

II. Budgeting Update

Mr. Stuhldreher provided the Board with an update of the revenue side of the FY09 Financial Report.

The Board discussed how bills should be paid. Currently invoices are approved by the Board as they come in. Motion by Mr. Williams, supported by Mr. Tsuchiyama to continue to have invoices approved by the Board as they come in since the Board is meeting weekly. Once the dispatch center is operational, the Board will re-address the policy. On a voice vote – motion carried.

III. Facility Update

Randy Case provided the Board with a PowerPoint presentation showing the proposed consolidated dispatch area. The area will be secured all around, handicap accessible and there will be a computer floor in the main dispatch area. The basement ceiling has a lot of piping that would make running wiring extremely difficult so a computer floor will be the most efficient option.

The Board discussed the configuration of the dispatch area and whether call takers will have separate work stations. The Board decided to refer these discussions to the Technical Committee.

IV. Success Communications Update

Kelly Rasmussen of Success Communications gave the Board an update on their progress and information they have recognized they will need. Training requirements for staff needs to be remembered because it can be costly to meet the considerable requirements. The goals for the consolidated dispatch team will be to develop operational consistency and to face and overcome challenges. The consolidated dispatch needs to be prepared at a state level such as being centrally located and prepare for a future migration. The dispatchers have expressed a readiness to move forward but they have a lot of questions on leadership and labor negotiations. Success will need to know more about an equipment inventory, surcharges, the number of communication lines, maintenance contracts and media kit preparation. Success will be working on a staff meeting with the dispatchers (possible Q&A), meeting with Fire Chiefs in March, start the hiring process for a Director and to explore additional funding sources such as COPS grants or Emergency Management as they become available.

V. Technical Committee Update

Mr. Miller informed the Board that the Technical Committee decided that staff should be trained in Emergency Medical Dispatching. It has been discussed with the ambulance services and they are okay with being dispatched by the consolidated staff. Mr. Miller also informed the Board that three subcommittees for policies and procedures have been formed.

VI. Informational Items

Mr. Tsuchiyama stated that City of Battle Creek representatives are concerned that the budget isn't going to support the staff levels and using the services of the City will provide savings because an Executive Director will not be needed. Mr. Tsuchiyama distributed a proposal from the City outlining such services. The Board will read the proposal and discuss at the March 3, 2009 meeting.

Mr. Herman stated that the labor attorney from the County needs to read the proposal from the City of Battle Creek and give his opinion. The Board would be responsible for any attorney charges but it's important for an unbiased attorney to review the options.

The Next Governing Board meeting will be held February 24, 2009 at 3p in the Law Library Conference Room. Meeting adjourned at 4:15 p.m.



Calhoun County Consolidated Dispatch Center Authority Governing Board

Meeting Minutes
Tuesday, March 3, 2009

Members Present: Chris Simmons, City of Battle Creek
Mike Herman, City of Albion
Ken Tsuchiyama, City of Battle Creek
Sherriff Al Byam, Calhoun County Sherriff
Frank Peterson, AMSA
Brent Williams, City of Marshall
Mike Rae, Calhoun County Board of Commissioners
Dale Peet, Michigan State Police

Members Excused: Jeff Albaugh, Calhoun County Township Association

Also Present: Kelly Rasmussen, Success Communications
John Bawol, Success Communications
Eric Miller, City of Albion
Kelli Sproule, Calhoun County

The Meeting was called to order by Chairman Peterson at 3:05 p.m., in the Law Library of the Marshall County Building.

I. Consent Items

Motion by Mr. Rae, supported by Mr. Tsuchiyama that the Consent Agenda and Minutes of the February 17, 2009 Meeting be approved. On a voice vote – motion carried.

II. Success Communications Update

Ms. Rasmussen stated that she had been in contact with Mr. Tsuchiyama regarding the City of Battle Creek's proposal, as well as the overall budget figures for the Center. She would like to wait until the Board begins discussion on the Battle Creek proposal before elaborating on her discussions with him.

III. Technical Committee Update

Eric Miller stated that there was no update from the Technical Committee at this time.

IV. Dispatch Center Operations

Mr. Tsuchiyama stated that he did talk with Ms. Rasmussen and Mr. Bawol about the proposal. Ms. Rasmussen feels that there is room in the current budget for an executive director, and she believes it is in the best interest of the Authority that the position be created and funded. Mr. Tsuchiyama stated that if that were the case, he would not be against it; in this economic time, he is not just worried about Battle Creek's budget, he is worried about all of the municipalities involved. Mr. Simmons agreed; he stated that even if revenues are up, it should not mean that we automatically spend the extra funds. Mr. Simmons reminded the Board that previous discussions touched on the idea of rebates to municipalities if revenues were much greater than expenditures.

Ms. Rasmussen passed out a memo outlining some areas where she feels funding levels were originally under-estimated and areas where expenses could be cut to make room for the executive director position. In comparison to similarly-sized centers, we were originally anticipating less revenues and higher expenses, and she believes that this is not the trend.

Mr. Bawol said an example of additional revenue is the surcharge. The original budget anticipated a level of revenues that are far less than the receipts to date suggest.

Ms. Rasmussen reviewed her entire memo to the Board.

Ms. Rasmussen suggested gathering up all radio numbers to see if we could save money by moving to less expensive usage plan from the MPSC. Also, there may be some COPS grants available for equipment and some stimulus funding available for certain expenses because of the consolidation effort.

Mr. Tsuchiyama said that the large depreciation figures were used to put the Authority in a position to have a large reserve at the end of the fifth year, so there would be little or no need to borrow for new equipment. Also, we may still need a tower, and that would be an expensive undertaking for the new Center.

Ms. Rasmussen said that she heard concerns from Battle Creek employees that they would rather stay with the City. Mr. Tsuchiyama said that would not be an option, at least in terms of moving into another department. The Battle Creek dispatchers are the only unit covered by their particular bargaining agreement, so there is no place for them to automatically move to if they do not want to follow the Center to Marshall. He said there could be an option for supervisors that are not represented, but the move to another department would likely be a greater change for them than moving to Marshall, so it's unlikely any would consider it.

Rae motioned to move forward as a fully-independent authority, with its own employees, with the understanding that if Ms. Rasmussen's budget projections are wrong, we would again consider Battle Creek's proposal. Mr. Williams supported. On a voice vote – motion carried unanimously.

Mr. Simmons said that he would have liked more time to review and research Ms. Rasmussen's budget numbers. Mr. Tsuchiyama agreed. The Board consented to have Ms. Rasmussen bring a clearer budget recommendation to the next Board meeting for review. She agreed.

V. Other

Lt. Peet said that he is not sure if he will continue to be the MSP representative on the Board. He is no longer the Post Commander in Battle Creek. Lt. Peet will let the Board know as soon as he is given direction as to his position on the Board.

The Meeting was adjourned at 4:20, the next meeting will be March 10, 2009 at 3p.