



## JANUARY 2, 2018 - REGULAR TOWNSHIP BOARD MEETING

### AGENDA

1. INVOCATION
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MINUTES
  - a. 12/19/2017 Regular Board Meeting Page 2
5. AGENDA AMENDMENT
6. UNFINISHED BUSINESS
7. NEW BUSINESS
  - a. Authorization to Pay the Bills
    1. 1/2/2018 Bill Listing Cover Page Page 5
    2. 1/2/2018 Check Register Page 6
    3. 1/2/2018 Check Disbursement Report Page 9
8. PUBLIC INPUT
9. ADJOURNMENT
10. Next Regular Board Meeting - January 16, 2018

**MINUTES OF THE REGULAR MEETING OF THE BENTON CHARTER  
TOWNSHIP BOARD HELD DECEMBER 19, 2017 AT 5:30 P.M.  
BENTON CHARTER TOWNSHIP MUNICIPAL BUILDING  
1725 TERRITORIAL ROAD-SUITE B, BENTON HARBOR, MICHIGAN  
www.bentonchartertp.org**

| BOARD MEMBERS PRESENT    | BOARD MEMBERS ABSENT                          |
|--------------------------|---|
| Supervisor Kevin White   | None  |
| Clerk Carolyn Phillips   | <b>ALSO PRESENT</b>                           |
| Treasurer Debra Boothby  | Kelli Nelson - Township Superintendent        |
| Trustee Carolyn Fowler   | Crispin Ward - Comptroller                    |
| Trustee Rosie Hudson     | Tammy Taylor - Recording Secretary            |
| Trustee Cathy Yates      | David Colp - Lead Pastor, First Church of God |
| Trustee Linda Scarbrough |   |

The meeting was called to order at 5:30 p.m. by Supervisor White which was followed by a silent invocation and the Pledge of Allegiance.

The minutes of the regular meeting held 12/5/2017 were approved as presented on a motion by Trustee Yates; seconded by Treasurer Boothby. Motion was carried unanimously by roll call vote.

**Under Agenda Amendment:** Added under new business item (#1) - 2017 Budget Amendment.

**There were no Unfinished Business.**

**Under New Business:** The regular meeting was recessed at 5:33 p.m. to hold a public hearing on the proposed 2018 Budget. Superintendent Nelson and Comptroller Crispin Ward presented the proposed budget focusing mainly on the three major operating funds (General, Fire & Police), reporting that the proposed budget is a break even budget and General Fund expenses remained steady with no increase in the property tax millage rate, 2% wage increase for municipal employees, no increase in health insurance premiums, the required police/fire pension contribution has been reduced by approximately \$90,000, \$25,000 budgeted for library contribution, \$25,000 budgeted for demolitions, \$25,000 budgeted for the Road Commission, \$50,000 transfer to the Police Fund, three (3) upcoming elections, approximately \$77,000 in lost revenue due to phase out of personal property, since the 2017 building department permit fee revenue exceeded their conservative estimate the 2018 budget increased by approximately \$75,000, also budgeted for 2018 is the municipal building and fire truck loans pay off (a new fire truck will probably be needed in the near future).

| General Fund:          | 2017 Projected | 2018 Budget  |
|------------------------|----------------|--------------|
| Revenue                | \$ 2,950,500   | \$ 3,110,000 |
| Expenditures           | \$ 2,950,500   | \$ 3,110,000 |
| Beginning Fund Balance | \$ 1,946,060   | \$ 2,293,931 |
| Ending Fund Balance    | \$ 2,293,931   | \$ 2,293,931 |
| Fire Fund:             | 2017 Projected | 2018 Budget  |
| Revenue                | \$ 1,961,950   | \$ 1,873,500 |
| Expenditures           | \$ 1,961,950   | \$ 1,794,250 |
| Beginning Fund Balance | \$ 320,637     | \$ 349,596   |
| Ending Fund Balance    | \$ 349,596     | \$ 350,846   |
| Police Fund:           | 2017 Projected | 2018 Budget  |
| Revenue                | \$ 3,347,100   | \$ 3,430,200 |
| Expenditures           | \$ 3,347,100   | \$ 3,430,200 |
| Beginning Fund Balance | \$ 421,925     | \$ 477,336   |
| Ending Fund Balance    | \$ 477,336     | \$ 477,336   |

There being no questions or comments from the public the hearing was adjourned at 5:48 p.m. and the regular meeting reconvened. Motion by Clerk Phillips; seconded by Trustee Fowler to adopt the resolution approving the 2018 Budget as presented. Motion carried unanimously by roll call vote.

On a motion by Treasurer Boothby; seconded by Trustee Fowler adopted the 2018 Salary Resolution for Township Board members which included a 2% salary increase as provided to all regular municipal employees as follows:

|                                 | <u>2009-2014</u> | <u>2015</u> | <u>2016</u> | <u>2017</u> | <u>2018</u> |
|---------------------------------|------------------|-------------|-------------|-------------|-------------|
| Supervisor                      | \$52,000         | \$53,040    | \$27,540    | \$28,091    | \$28,653    |
| Clerk*                          | \$51,000         | \$52,020    | \$53,060    | \$54,121    | \$55,203    |
| Treasurer                       | \$48,000         | \$48,960    | \$49,939    | \$50,938    | \$51,957    |
| Trustees**                      | \$90.00          | \$92.00     | \$94.00     | \$96.00     | \$98.00     |
| *plus election related overtime |                  |             |             |             |             |
| **per diem                      |                  |             |             |             |             |

Motion was carried unanimously by roll call vote.

On a motion by Clerk Phillips; seconded by Supervisor White adopted the resolution designating the following depositories for Township funds for 2018: United Federal Credit Union, Chase Bank, Chemical Bank, Fifth Third Bank and Horizon Bank. Motion was carried unanimously by roll call vote.

On a motion by Treasurer Boothby; seconded by Supervisor White adopted the 2018 Expenditure of Township Funds Resolution. Motion was carried unanimously by roll call vote.

|    |   |
|----|---|
| A. | Expenditures of up to four thousand dollars (\$4,000.00) may be made with the prior written approval of the Township Supervisor, Township Clerk, Township Treasurer or Township Superintendent. However, Township Department Heads may approve expenditures up to \$500.00 without prior written approval.  |
| B. | Expenditures in excess of four thousand dollars (\$4,000.00) must be approved by the Township Board, except in the event of an emergency, which is declared to exist by the Executive Committee. Then, in such event, the expenditure may be made with the prior written approval of any two (2) of the Township Supervisor, Township Clerk, Township Treasurer or Township Superintendent. |

On a motion by Clerk Phillips; seconded by Trustee Fowler adopted the resolution to opt-out of the publically funded health insurance contribution act (PA 152 of 2011) requirements that employees pay 20% toward health insurance premiums for 2018. Motion was carried unanimously by roll call vote.\*

\*Due to employee union contracts the Township is working toward all employees paying 20% on their health insurance premium as required by the act.

On a motion by Clerk Phillips; seconded by Treasurer Boothby adopted the 2018 Property Receipt and Disposal Resolution for the receipt & disposal of property by Township Board action. Motion was carried unanimously by roll call vote.

Correspondence was received from the Township Planning Commission recommending approval of a request from First Church of God, Euclid Avenue Campus at 990 N. Euclid (property #11-03-0730-0024-01-1), for a special use permit/site plan for expansion of their ministry space in the Benton Heights area to be used as an activity/worship center to be constructed adjacent to the other buildings on the site with adequate parking planned to be accessible to the uses on the property, which is zoned A2 residential. First Church Lead Pastor David Colp reported that the 7,100 square foot sprung building would be used for worship services, youth ministries (basketball, volleyball, etc.), community support ministries (community food network), and community events (community cookouts). Hours of operation would be Monday thru Sunday from 8am - 9pm. Pastor Colp then responded to Board Member questions and concerns regarding the sprung building which is made from a vinyl material. Cost of construction is about 1/2 the cost of a traditional brick and mortar building and can be constructed in 3-4 weeks after concrete foundation has cured. Motion by Trustee Fowler; seconded by Trustees Scarbrough and Yates to approve the special use permit/site plan for First Church of God as recommended by the Planning Commission, subject to minor revisions of the plan for location of the new building for building code purposes and county approvals. Motion carried unanimously by roll call vote.

Payment of the bills. Motion by Treasurer Boothby; seconded by Trustee Fowler to approve payment of the bill listing totaling \$284,446.71 as follows: General Fund-\$38,840.68; Fire Fund-\$5,460.77; Police Fund-\$6,738.19; Sewer Fund-\$193,568.18; Water Fund-\$39,698.89; Rental Ordinance Fund-\$140.00. Motion carried unanimously by roll call vote.

Superintendent Nelson presented a request to amend the 2017 budget as follows:

| General Fund                   | 2017 Original Budget | 2017 Amended Budget  | 2017 Budget Increase |
|--------------------------------|----------------------|----------------------|----------------------|
| <b>Revenue:</b>                |                      |                      |                      |
| Building Permits               | \$ 200,000.00        | \$ 325,000.00        | \$ 125,000.00        |
| State PPT Reimbursement        | \$ -                 | \$ 77,250.00         | \$ 77,250.00         |
| Sales Tax-SSR                  | \$ 1,300,000.00      | \$ 1,350,000.00      | \$ 50,000.00         |
| Refuse Collection Fees         | \$ 460,000.00        | \$ 499,000.00        | \$ 39,000.00         |
| <b>Expenditures:</b>           |                      |                      |                      |
| Elections                      | \$ 61,500.00         | \$ 84,765.00         | \$ 23,265.00         |
| Building                       | \$ 389,000.00        | \$ 442,500.00        | \$ 53,500.00         |
| <b>Transfers:</b>              |                      |                      |                      |
| Transfer to Equip. Replacement | \$ -                 | \$ 325,000.00        | \$ 325,000.00        |
| Transfers to Police            | \$ 70,000.00         | \$ 50,000.00         | \$ (20,000.00)       |
| Transfers to Retiree Health    | \$ 85,000.00         | \$ 85,000.00         | \$ -                 |
| <b>Total Transfers:</b>        | <b>\$ 155,000.00</b> | <b>\$ 460,000.00</b> | <b>\$ 305,000.00</b> |

Motion by Treasurer Boothby; seconded by Clerk Phillips to adopt the resolution approving the 2017 Budget Amendments as presented. Motion carried unanimously by roll call vote.

Under Public Input: Barbara & James York-1360 Downing.

The meeting was adjourned at 6:35 p.m.



|                        |
|------------------------|
| <b>BILL LISTING</b>    |
| <b>JANUARY 2, 2018</b> |

| FUND                      | #   | AMOUNT              |
|---------------------------|-----|---------------------|
| GENERAL FUND              | 101 | \$ 9,997.43         |
| FIRE FUND                 | 206 | \$ 3,053.92         |
| POLICE FUND               | 207 | \$ 11,424.26        |
| SEWER FUND                | 590 | \$ 39,099.34        |
| WATER FUND                | 591 | \$ 2,640.40         |
| PUBLIC SAFETY FUND        | 205 | \$                  |
| RENTAL ORDINANCE FUND     | 883 | \$                  |
| <b>TOTAL BILL LISTING</b> |     | <b>\$ 66,215.35</b> |

| Check Date             | Check | Vendor Name                  | Description                     | Amount          |
|------------------------|-------|------------------------------|---------------------------------|-----------------|
| Bank GEN2 GENERAL FUND |       |                              |                                 |                 |
| 12/15/2017             | 41318 | BENTON ELECTRONIC SUPPLY INC | REPAIR PARTS                    | 19.25           |
| 12/15/2017             | 41319 | CINTAS FIRST AID & SAFETY    | RESUPPLY FIRST AID CABINET      | 103.51          |
| 12/15/2017             | 41320 | COMCAST CABLE                | CABLE, INTERNET BILL            | 188.26          |
| 12/15/2017             | 41321 | FISHER AUTO PARTS            | BATTERY/CORE DEPOSIT            | 127.26          |
|                        |       |                              | REPAIR PARTS                    | 13.12           |
|                        |       |                              | REPAIR PARTS                    | 16.95           |
|                        |       |                              | REPAIR PARTS                    | 21.00           |
|                        |       |                              |                                 | <u>178.33</u>   |
| 12/15/2017             | 41322 | GOODYEAR                     | TIRE DISPOSAL                   | 17.50           |
|                        |       |                              | TIRE DISPOSAL                   | 115.00          |
|                        |       |                              | TIRES                           | 727.00          |
|                        |       |                              |                                 | <u>859.50</u>   |
| 12/15/2017             | 41323 | O'REILLY AUTO PARTS          | CABLE TIES                      | 9.99            |
|                        |       |                              | SENSOR                          | 89.78           |
|                        |       |                              |                                 | <u>99.77</u>    |
| 12/15/2017             | 41324 | VALLEY TRUCK PARTS           | BRAKESHOES                      | 646.04          |
|                        |       |                              | CORE EXCHANGE                   | (60.55)         |
|                        |       |                              | CORE EXCHANGE                   | (28.00)         |
|                        |       |                              |                                 | <u>557.49</u>   |
| 12/15/2017             | 41325 | WEST MICHIGAN INTERNATIONAL  | REPAIR PARTS TRASH TRUCK        | 280.19          |
| 12/18/2017             | 41326 | CINTAS LOCATION #336         | MATT, MOP RENTAL                | 104.84          |
|                        |       |                              | MATT, MOP RENTAL                | 104.84          |
|                        |       |                              | CREDIT ON ACCOUNT               | (39.72)         |
|                        |       |                              |                                 | <u>169.96</u>   |
| 12/18/2017             | 41327 | CINTAS FIRST AID & SAFETY    | FIRST AID SUPPLIES              | 110.38          |
| 12/18/2017             | 41328 | PRIMERA TECHNOLOGY INC       | NON WARRANTY REPAIR BRAVO 4100  | 450.00          |
| 12/27/2017             | 41331 | BENTON HARBOR POSTMASTER     | JANUARY SANITATION BILL POSTAGE | 1,500.00        |
| 12/28/2017             | 41396 | AMERICAN PRIDE               | 5 X 8 AMERICAN FLAG             | 87.35           |
| 12/28/2017             | 41397 | ALL CITIES OCCUP MEDICINE    | NEW HIRE PHYSICALS              | 283.00          |
| 12/28/2017             | 41398 | AT & T                       | PHONE SERVICE                   | 2,636.91        |
|                        |       |                              | PHONE SERVICE                   | 1,427.64        |
|                        |       |                              |                                 | <u>4,064.55</u> |
| 12/28/2017             | 41399 | B & S DISTRIBUTING           | WIPER BLADES, OIL FILTERS       | 126.66          |
| 12/28/2017             | 41400 | BEAUDOIN ELECTRICAL CONST    | REPAIRS GREENLY LIFT STATION    | 857.36          |
|                        |       |                              | REPAIR CONTROLLER               | 362.00          |
|                        |       |                              |                                 | <u>1,219.36</u> |
| 12/28/2017             | 41401 | BOUCK CORPORATION            | REGISTRATION FEE CLASS ABRAMS   | 375.00          |
| 12/28/2017             | 41402 | BP                           | 11/17-12/16/2017 GAS PURCHASES  | 3,839.23        |
| 12/28/2017             | 41403 | CINTAS LOCATION #336         | MOP, MATT RENTAL                | 104.84          |
| 12/28/2017             | 41404 | COMCAST CABLE                | INTERNET SERVICE                | 144.35          |

| Check Date | Check | Vendor Name                      | Description                           | Amount          |
|------------|-------|----------------------------------|---------------------------------------|-----------------|
|            |       |                                  | INTERNET SERVICE                      | 104.85          |
|            |       |                                  | CABLE, INTERNET SERVICE               | 181.05          |
|            |       |                                  |                                       | <u>430.25</u>   |
| 12/28/2017 | 41405 | ENGINEERING SUPPLY & IMAGING     | MAPPING PAPER                         | 264.50          |
| 12/28/2017 | 41406 | FAMILY FARM & HOME               | MISC SUPPLIES                         | 5.29            |
| 12/28/2017 | 41407 | FISHER AUTO PARTS                | BULBS                                 | 26.46           |
|            |       |                                  | BACK UP LAMPS                         | 25.94           |
|            |       |                                  |                                       | <u>52.40</u>    |
| 12/28/2017 | 41408 | GLOBAL EQUIPMENT COMPANY         | MISC SUPPLIES                         | 89.80           |
| 12/28/2017 | 41409 | GM BUSINESS PRINTING             | PURCHASE ORDER FORMS                  | 342.40          |
| 12/28/2017 | 41410 | HARBOR PRINTING SERVICE INC      | PROPERTY SEIZURE TAGS                 | 362.00          |
|            |       |                                  | BUSINESS CARDS                        | 393.00          |
|            |       |                                  |                                       | <u>755.00</u>   |
| 12/28/2017 | 41411 | HASSE'S TOWING SERVICE LLC.      | TOWING SERVICE FIRE TRUCK             | 225.00          |
| 12/28/2017 | 41412 | HEI WIRELESS                     | INSTALL NEW SQUAD EQUIPMENT           | 4,130.00        |
|            |       |                                  | RESTORE LIGHT BAR LENSES              | 116.25          |
|            |       |                                  | REPLACED CAMERA COILS                 | 100.00          |
|            |       |                                  | REPAIRS TO LAPTOP IN UNIT 57          | 116.25          |
|            |       |                                  | REPLACE PUSH BUMPER LIGHTS            | 277.68          |
|            |       |                                  |                                       | <u>4,740.18</u> |
| 12/28/2017 | 41413 | INDIANA MICHIGAN POWER           | ELECTRIC SERVICE DECEMBER             | 4,279.67        |
| 12/28/2017 | 41414 | J.P. COOKE COMPANY               | STAMPERS, REPLACEMENT PADS            | 194.65          |
| 12/28/2017 | 41415 | KEEPIN YOU IN STITCHES           | EMBROIDERED TURTLENECKS               | 387.00          |
|            |       |                                  | EMBROIDERED POLO SHIRTS               | 73.00           |
|            |       |                                  |                                       | <u>460.00</u>   |
| 12/28/2017 | 41416 | KENDALL ELECTRIC, INC            | FUSES                                 | 254.90          |
| 12/28/2017 | 41417 | KENNEDY INDUSTRIES, INC.         | REPAIR KITS                           | 368.63          |
| 12/28/2017 | 41418 | LAKE MICHIGAN MAILERS            | PREPAID POSTAGE ACCOUNT               | 25.00           |
| 12/28/2017 | 41419 | LAKELAND HOSPITALS               | ARREST LABS                           | 90.03           |
| 12/28/2017 | 41420 | MICHIANA SUPPLY INC              | WEDGE BELT                            | 68.00           |
|            |       |                                  | QUICK CONNECTS                        | 11.90           |
|            |       |                                  | MISC REPAIR PARTS                     | 4.38            |
|            |       |                                  | MISC PARTS                            | 32.36           |
|            |       |                                  | MISC REPAIR PARTS                     | 4.58            |
|            |       |                                  | HOSE ASSY                             | 32.00           |
|            |       |                                  |                                       | <u>153.22</u>   |
| 12/28/2017 | 41421 | MICHIGAN GAS UTILITIES           | GAS SERVICE DECEMBER                  | 128.88          |
| 12/28/2017 | 41422 | MOSES FIRE EQUIPMENT CO.         | REPAIR PARTS FIRE TRUCK               | 470.95          |
| 12/28/2017 | 41423 | O'REILLY AUTO PARTS              | TPMS SENSORS                          | 89.78           |
| 12/28/2017 | 41424 | PITNEY BOWES GLOBAL INC          | EQUIPMENT MAINTENANCE                 | 443.83          |
| 12/28/2017 | 41425 | PLUMMER'S ENVIRONMENTAL SERVICES | HIGH PRESSURE WATER JETTING AND VIDEO | 26,674.30       |
| 12/28/2017 | 41426 | PREIN & NEWHOF                   | SAW GRANT NOV INVOICE                 | 2,912.00        |
| 12/28/2017 | 41427 | SHELL FLEET PLUS                 | 11/13-12/13/2017 GAS PURCHASES        | 4,765.58        |
| 12/28/2017 | 41428 | SIEMANS IN BRIDGMAN              | REPAIRS TO PD CAR                     | 254.76          |
| 12/28/2017 | 41429 | STAPLES INC                      | OFFICE SUPPLIES                       | 943.60          |
| 12/28/2017 | 41430 | STAPLES ADVANTAGE                | OFFICE SUPPLIES                       | 286.10          |
| 12/28/2017 | 41431 | THAYER, INC.                     | CLEANING SUPPLIES                     | 231.04          |
| 12/28/2017 | 41432 | THOMSON REUTERS - WEST           | MONTHLY LEGAL UPDATE PUBLICATION      | 605.87          |

12/28/2017 10:12 AM  
User: JAVERY  
DB: Benton Township

CHECK REGISTER FOR BENTON CHARTER TOWNSHIP  
CHECK DATE FROM 12/15/2016 - 12/29/2017

| Check Date | Check | Vendor Name                      | Description             | Amount |
|------------|-------|----------------------------------|-------------------------|--------|
| 12/28/2017 | 41433 | TWIN CITY AWARDS & TROPHIES, INC | RETIREMENT CLOCKS FD    | 400.00 |
| 12/28/2017 | 41434 | VALLEY TRUCK PARTS               | REPAIR PARTS FIRE TRUCK | 56.11  |
| 12/28/2017 | 41435 | VERIZON WIRELESS                 | WIRELESS ACCESS CARDS   | 408.43 |
| 12/28/2017 | 41436 | WEST MICHIGAN INTERNATIONAL      | ANTIFREEZE              | 71.64  |
| 12/28/2017 | 41437 | WEST SHORE FIRE, INC.            | AIR TEST SAMPLE KIT     | 124.93 |

GEN2 TOTALS:

Total of 54 Disbursements:

66,215.35



| Check Date                            | Bank | Check # | Payee                        | Description                      | Account | Dept | Amount |
|---------------------------------------|------|---------|------------------------------|----------------------------------|---------|------|--------|
| Fund: 101 GENERAL FUND                |      |         |                              |                                  |         |      |        |
| Department: 000                       |      |         |                              |                                  |         |      |        |
| 12/28/2017                            | GEN2 | 41402*# | BP                           | 11/17-12/16/2017 GAS PURCHASES   | 084.011 | 000  | 438.20 |
| Total for department 000:             |      |         |                              |                                  |         |      | 438.20 |
| Department: 101 TOWNSHIP BOARD        |      |         |                              |                                  |         |      |        |
| 12/28/2017                            | GEN2 | 41432   | THOMSON REUTERS - WEST       | MONTHLY LEGAL UPDATE PUBLICATION | 826.000 | 101  | 605.87 |
| Total for department 101:             |      |         |                              |                                  |         |      | 605.87 |
| Department: 191 ELECTION              |      |         |                              |                                  |         |      |        |
| 12/28/2017                            | GEN2 | 41429*# | STAPLES INC                  | OFFICE SUPPLIES                  | 727.000 | 191  | 67.97  |
| Total for department 191:             |      |         |                              |                                  |         |      | 67.97  |
| Department: 209 ASSESSOR              |      |         |                              |                                  |         |      |        |
| 12/28/2017                            | GEN2 | 41427*# | SHELL FLEET PLUS             | 11/13-12/13/2017 GAS PURCHASES   | 867.000 | 209  | 45.58  |
| 12/28/2017                            | GEN2 | 41429*# | STAPLES INC                  | OFFICE SUPPLIES                  | 727.000 | 209  | 92.47  |
| 12/28/2017                            | GEN2 | 41435*# | VERIZON WIRELESS             | WIRELESS ACCESS CARDS            | 853.000 | 209  | 36.01  |
| Total for department 209:             |      |         |                              |                                  |         |      | 174.06 |
| Department: 215 CLERK                 |      |         |                              |                                  |         |      |        |
| 12/28/2017                            | GEN2 | 41414#  | J.P. COOKE COMPANY           | STAMPERS, REPLACEMENT PADS       | 757.000 | 215  | 68.25  |
| 12/28/2017                            | GEN2 | 41418   | LAKE MICHIGAN MAILERS        | PREPAID POSTAGE ACCOUNT          | 730.000 | 215  | 25.00  |
| 12/28/2017                            | GEN2 | 41435*# | VERIZON WIRELESS             | WIRELESS ACCESS CARDS            | 853.000 | 215  | 36.05  |
| Total for department 215:             |      |         |                              |                                  |         |      | 129.30 |
| Department: 253 TREASURER             |      |         |                              |                                  |         |      |        |
| 12/28/2017                            | GEN2 | 41414#  | J.P. COOKE COMPANY           | STAMPERS, REPLACEMENT PADS       | 757.000 | 253  | 96.00  |
| Total for department 253:             |      |         |                              |                                  |         |      | 96.00  |
| Department: 265 TWP. HALL AND GROUNDS |      |         |                              |                                  |         |      |        |
| 12/15/2017                            | GEN2 | 41318   | BENTON ELECTRONIC SUPPLY INC | REPAIR PARTS                     | 757.000 | 265  | 19.25  |
| 12/15/2017                            | GEN2 | 41321*# | FISHER AUTO PARTS            | REPAIR PARTS                     | 863.000 | 265  | 13.12  |
|                                       |      |         |                              | REPAIR PARTS                     | 863.000 | 265  | 16.95  |
|                                       |      |         |                              | REPAIR PARTS                     | 863.000 | 265  | 21.00  |
| CHECK GEN2 41321 TOTAL                |      |         |                              |                                  |         |      | 51.07  |

| Check Date                             | Bank | Check # | Payee                        | Description                    | Account | Dept | Amount        |
|--|------|---------|------------------------------|--------------------------------|---------|------|---------------|
| Fund: 101 GENERAL FUND                 |      |         |                              |                                |         |      |               |
| Department: 265 TWP. HALL AND GROUNDS  |      |         |                              |                                |         |      |               |
| 12/15/2017                             | GEN2 | 41322*# | GOODYEAR                     | TIRE DISPOSAL                  | 863.000 | 265  | 17.50         |
|  |      |         |                              | TIRE DISPOSAL                  | 863.000 | 265  | 115.00        |
|  |      |         |                              | CHECK GEN2 41322 TOTAL         |         |      | <u>132.50</u> |
| 12/28/2017                             | GEN2 | 41398*# | AT & T                       | PHONE SERVICE                  | 853.000 | 265  | 822.59        |
| 12/28/2017                             | GEN2 | 41404*# | COMCAST CABLE                | INTERNET SERVICE               | 853.000 | 265  | 144.35        |
| 12/28/2017                             | GEN2 | 41409#  | GM BUSINESS PRINTING         | PURCHASE ORDER FORMS           | 757.000 | 265  | 132.40        |
| 12/28/2017                             | GEN2 | 41424   | PITNEY BOWES GLOBAL INC      | EQIPMENT MAINTENANCE           | 940.000 | 265  | 443.83        |
| 12/28/2017                             | GEN2 | 41429*# | STAPLES INC                  | OFFICE SUPPLIES                | 727.000 | 265  | 218.53        |
| 12/28/2017                             | GEN2 | 41431*# | THAYER, INC.                 | CLEANING SUPPLIES              | 757.000 | 265  | 115.52        |
|  |      |         |                              | Total for department 265:      |         |      | 2,080.04      |
| Department: 299 GARAGE                 |      |         |                              |                                |         |      |               |
| 12/15/2017                             | GEN2 | 41319   | CINTAS FIRST AID & SAFETY    | RESUPPLY FIRST AID CABINET     | 757.000 | 299  | 103.51        |
| 12/28/2017                             | GEN2 | 41409#  | GM BUSINESS PRINTING         | PURCHASE ORDER FORMS           | 757.000 | 299  | 210.00        |
| 12/28/2017                             | GEN2 | 41420*# | MICHIANA SUPPLY INC          | HOSE ASSY                      | 775.000 | 299  | 32.00         |
| 12/28/2017                             | GEN2 | 41427*# | SHELL FLEET PLUS             | 11/13-12/13/2017 GAS PURCHASES | 867.000 | 299  | 320.42        |
|  |      |         |                              | Total for department 299:      |         |      | 665.93        |
| Department: 302 ORDINANCE ENF. OFFICER |      |         |                              |                                |         |      |               |
| 12/28/2017                             | GEN2 | 41427*# | SHELL FLEET PLUS             | 11/13-12/13/2017 GAS PURCHASES | 867.000 | 302  | 282.44        |
| 12/28/2017                             | GEN2 | 41429*# | STAPLES INC                  | OFFICE SUPPLIES                | 757.000 | 302  | 34.78         |
|  |      |         |                              | Total for department 302:      |         |      | 317.22        |
| Department: 380 BUILDING               |      |         |                              |                                |         |      |               |
| 12/28/2017                             | GEN2 | 41405   | ENGINEERING SUPPLY & IMAGING | MAPPING PAPER                  | 757.000 | 380  | 264.50        |
| 12/28/2017                             | GEN2 | 41414#  | J.P. COOKE COMPANY           | STAMPERS, REPLACEMENT PADS     | 757.000 | 380  | 30.40         |

| Check Date                      | Bank | Check # | Payee                       | Description                     | Account | Dept | Amount   |
|---------------------------------|------|---------|-----------------------------|---------------------------------|---------|------|----------|
| Fund: 101 GENERAL FUND          |      |         |                             |                                 |         |      |          |
| Department: 380 BUILDING        |      |         |                             |                                 |         |      |          |
| 12/28/2017                      | GEN2 | 41427*# | SHELL FLEET PLUS            | 11/13-12/13/2017 GAS PURCHASES  | 867.000 | 380  | 91.55    |
| 12/28/2017                      | GEN2 | 41429*# | STAPLES INC                 | OFFICE SUPPLIES                 | 727.000 | 380  | 147.90   |
| Total for department 380:       |      |         |                             |                                 |         |      | 534.35   |
| Department: 528 TRASH & RUBBISH |      |         |                             |                                 |         |      |          |
| 12/15/2017                      | GEN2 | 41324   | VALLEY TRUCK PARTS          | BRAKESHOOES                     | 863.000 | 528  | 646.04   |
|                                 |      |         |                             | CORE EXCHANGE                   | 863.000 | 528  | (60.55)  |
|                                 |      |         |                             | CORE EXCHANGE                   | 863.000 | 528  | (28.00)  |
| CHECK GEN2 41324 TOTAL          |      |         |                             |                                 |         |      | 557.49   |
| 12/15/2017                      | GEN2 | 41325   | WEST MICHIGAN INTERNATIONAL | REPAIR PARTS TRASH TRUCK        | 863.000 | 528  | 280.19   |
| 12/27/2017                      | GEN2 | 41331*# | BENTON HARBOR POSTMASTER    | JANUARY SANITATION BILL POSTAGE | 730.000 | 528  | 500.00   |
| 12/28/2017                      | GEN2 | 41402*# | BP                          | 11/17-12/16/2017 GAS PURCHASES  | 867.000 | 528  | 2,825.94 |
| 12/28/2017                      | GEN2 | 41436   | WEST MICHIGAN INTERNATIONAL | ANTIFREEZE                      | 863.000 | 528  | 71.64    |
| Total for department 528:       |      |         |                             |                                 |         |      | 4,235.26 |
| Department: 751 PARKS           |      |         |                             |                                 |         |      |          |
| 12/28/2017                      | GEN2 | 41413*# | INDIANA MICHIGAN POWER      | ELECTRIC SERVICE DECEMBER       | 921.000 | 751  | 504.10   |
| 12/28/2017                      | GEN2 | 41421*# | MICHIGAN GAS UTILITIES      | GAS SERVICE DECEMBER            | 923.000 | 751  | 83.52    |
| 12/28/2017                      | GEN2 | 41427*# | SHELL FLEET PLUS            | 11/13-12/13/2017 GAS PURCHASES  | 867.000 | 751  | 65.61    |
| Total for department 751:       |      |         |                             |                                 |         |      | 653.23   |
| Total for fund 101 GENERAL FUND |      |         |                             |                                 |         |      | 9,997.43 |
| Fund: 206 FIRE FUND             |      |         |                             |                                 |         |      |          |
| Department: 000                 |      |         |                             |                                 |         |      |          |
| 12/15/2017                      | GEN2 | 41320   | COMCAST CABLE               | CABLE, INTERNET BILL            | 853.000 | 000  | 188.26   |
| 12/18/2017                      | GEN2 | 41326   | CINTAS LOCATION #336        | MATT, MOP RENTAL                | 940.000 | 000  | 104.84   |
|                                 |      |         |                             | MATT, MOP RENTAL                | 940.000 | 000  | 104.84   |
|                                 |      |         |                             | CREDIT ON ACCOUNT               | 940.000 | 000  | (39.72)  |
| CHECK GEN2 41326 TOTAL          |      |         |                             |                                 |         |      | 169.96   |
| 12/28/2017                      | GEN2 | 41396   | AMERICAN PRIDE              | 5 X 8 AMERICAN FLAG             | 757.000 | 000  | 87.35    |

| Check Date            | Bank | Check # | Payee                            | Description                    | Account | Dept | Amount          |
|-----------------------|------|---------|----------------------------------|--------------------------------|---------|------|-----------------|
| Fund: 206 FIRE FUND   |      |         |                                  |                                |         |      |                 |
| Department: 000       |      |         |                                  |                                |         |      |                 |
| 12/28/2017            | GEN2 | 41398*# | AT & T                           | PHONE SERVICE                  | 853.000 | 000  | 391.51          |
| 12/28/2017            | GEN2 | 41403   | CINTAS LOCATION #336             | MOP, MATT RENTAL               | 940.000 | 000  | 104.84          |
| 12/28/2017            | GEN2 | 41406   | FAMILY FARM & HOME               | MISC SUPPLIES                  | 863.000 | 000  | 5.29            |
| 12/28/2017            | GEN2 | 41407*  | FISHER AUTO PARTS                | BACK UP LAMPS                  | 863.000 | 000  | 25.94           |
| 12/28/2017            | GEN2 | 41411   | HASSE'S TOWING SERVICE LLC.      | TOWING SERVICE FIRE TRUCK      | 757.000 | 000  | 225.00          |
| 12/28/2017            | GEN2 | 41413*# | INDIANA MICHIGAN POWER           | ELECTRIC SERVICE DECEMBER      | 921.000 | 000  | 48.78           |
| 12/28/2017            | GEN2 | 41420*# | MICHIANA SUPPLY INC              | QUICK CONNECTS                 | 757.000 | 000  | 11.90           |
|                       |      |         |                                  | MISC REPAIR PARTS              | 863.000 | 000  | 4.38            |
|                       |      |         |                                  | MISC PARTS                     | 863.000 | 000  | 32.36           |
|                       |      |         |                                  | MISC REPAIR PARTS              | 863.000 | 000  | 4.58            |
|                       |      |         |                                  | CHECK GEN2 41420 TOTAL         |         |      | <u>53.22</u>    |
| 12/28/2017            | GEN2 | 41422   | MOSES FIRE EQUIPMENT CO.         | REPAIR PARTS FIRE TRUCK        | 863.000 | 000  | 470.95          |
| 12/28/2017            | GEN2 | 41427*# | SHELL FLEET PLUS                 | 11/13-12/13/2017 GAS PURCHASES | 867.000 | 000  | 701.78          |
| 12/28/2017            | GEN2 | 41433   | TWIN CITY AWARDS & TROPHIES, INC | RETIREMENT CLOCKS FD           | 757.000 | 000  | 400.00          |
| 12/28/2017            | GEN2 | 41434   | VALLEY TRUCK PARTS               | REPAIR PARTS FIRE TRUCK        | 863.000 | 000  | 56.11           |
| 12/28/2017            | GEN2 | 41437   | WEST SHORE FIRE, INC.            | AIR TEST SAMPLE KIT            | 757.000 | 000  | 124.93          |
|                       |      |         |                                  | Total for department 000:      |         |      | 3,053.92        |
|                       |      |         |                                  | Total for fund 206 FIRE FUND   |         |      | <u>3,053.92</u> |
| Fund: 207 POLICE FUND |      |         |                                  |                                |         |      |                 |
| Department: 000       |      |         |                                  |                                |         |      |                 |
| 12/15/2017            | GEN2 | 41321*# | FISHER AUTO PARTS                | BATTERY/CORE DEPOSIT           | 863.000 | 000  | 127.26          |
| 12/15/2017            | GEN2 | 41323   | O'REILLY AUTO PARTS              | CABLE TIES                     | 863.000 | 000  | 9.99            |
|                       |      |         |                                  | SENSOR                         | 863.000 | 000  | 89.78           |
|                       |      |         |                                  | CHECK GEN2 41323 TOTAL         |         |      | <u>99.77</u>    |
| 12/18/2017            | GEN2 | 41327   | CINTAS FIRST AID & SAFETY        | FIRST AID SUPPLIES             | 757.000 | 000  | 110.38          |
| 12/18/2017            | GEN2 | 41328   | PRIMERA TECHNOLOGY INC           | NON WARRANTY REPAIR BRAVO 4100 | 933.000 | 000  | 450.00          |

| Check Date            | Bank | Check # | Payee                       | Description                    | Account | Dept | Amount          |
|-----------------------|------|---------|-----------------------------|--------------------------------|---------|------|-----------------|
| Fund: 207 POLICE FUND |      |         |                             |                                |         |      |                 |
| Department: 000       |      |         |                             |                                |         |      |                 |
| 12/28/2017            | GEN2 | 41398*# | AT & T                      | PHONE SERVICE                  | 853.000 | 000  | 502.26          |
| 12/28/2017            | GEN2 | 41399   | B & S DISTRIBUTING          | WIPER BLADES, OIL FILTERS      | 863.000 | 000  | 126.66          |
| 12/28/2017            | GEN2 | 41401   | BOUCK CORPORATION           | REGISTRATION FEE CLASS ABRAMS  | 824.000 | 000  | 375.00          |
| 12/28/2017            | GEN2 | 41407*  | FISHER AUTO PARTS           | BULBS                          | 863.000 | 000  | 26.46           |
| 12/28/2017            | GEN2 | 41408   | GLOBAL EQUIPMENT COMPANY    | MISC SUPPLIES                  | 757.000 | 000  | 89.80           |
| 12/28/2017            | GEN2 | 41410   | HARBOR PRINTING SERVICE INC | PROPERTY SEIZURE TAGS          | 757.000 | 000  | 362.00          |
|                       |      |         |                             | BUSINESS CARDS                 | 757.000 | 000  | 393.00          |
|                       |      |         |                             | CHECK GEN2 41410 TOTAL         |         |      | <u>755.00</u>   |
| 12/28/2017            | GEN2 | 41412   | HEI WIRELESS                | REPLACE PUSH BUMPER LIGHTS     | 757.000 | 000  | 277.68          |
|                       |      |         |                             | RESTORE LIGHT BAR LENSES       | 851.000 | 000  | 116.25          |
|                       |      |         |                             | REPLACED CAMERA COILS          | 851.000 | 000  | 100.00          |
|                       |      |         |                             | REPAIRS TO LAPTOP IN UNIT 57   | 851.000 | 000  | 116.25          |
|                       |      |         |                             | INSTALL NEW SQUAD EQUIPMENT    | 985.000 | 000  | 4,130.00        |
|                       |      |         |                             | CHECK GEN2 41412 TOTAL         |         |      | <u>4,740.18</u> |
| 12/28/2017            | GEN2 | 41415   | KEEPIN YOU IN STITCHES      | EMBROIDERED TURTLENECKS        | 759.000 | 000  | 387.00          |
|                       |      |         |                             | EMBROIDERED POLO SHIRTS        | 759.000 | 000  | 73.00           |
|                       |      |         |                             | CHECK GEN2 41415 TOTAL         |         |      | <u>460.00</u>   |
| 12/28/2017            | GEN2 | 41419   | LAKELAND HOSPITALS          | ARREST LABS                    | 757.000 | 000  | 90.03           |
| 12/28/2017            | GEN2 | 41423   | O'REILLY AUTO PARTS         | TPMS SENSORS                   | 863.000 | 000  | 89.78           |
| 12/28/2017            | GEN2 | 41427*# | SHELL FLEET PLUS            | 11/13-12/13/2017 GAS PURCHASES | 867.000 | 000  | 2,388.93        |
| 12/28/2017            | GEN2 | 41428   | SIEMANS IN BRIDGMAN         | REPAIRS TO PD CAR              | 863.000 | 000  | 254.76          |
| 12/28/2017            | GEN2 | 41430   | STAPLES ADVANTAGE           | OFFICE SUPPLIES                | 727.000 | 000  | 286.10          |
| 12/28/2017            | GEN2 | 41431*# | THAYER, INC.                | CLEANING SUPPLIES              | 757.000 | 000  | 115.52          |
| 12/28/2017            | GEN2 | 41435*# | VERIZON WIRELESS            | WIRELESS ACCESS CARDS          | 853.000 | 000  | 336.37          |
|                       |      |         |                             | Total for department 000:      |         |      | 11,424.26       |
|                       |      |         |                             | Total for fund 207 POLICE FUND |         |      | 11,424.26       |

| Check Date                       | Bank | Check # | Payee                            | Description                           | Account | Dept | Amount    |
|----------------------------------|------|---------|----------------------------------|---------------------------------------|---------|------|-----------|
| Fund: 590 SEWER FUND             |      |         |                                  |                                       |         |      |           |
| Department: 537                  |      |         |                                  |                                       |         |      |           |
| 12/15/2017                       | GEN2 | 41322*# | GOODYEAR                         | TIRES                                 | 863.000 | 537  | 727.00    |
| 12/27/2017                       | GEN2 | 41331*# | BENTON HARBOR POSTMASTER         | JANUARY SANITATION BILL POSTAGE       | 730.000 | 537  | 500.00    |
| 12/28/2017                       | GEN2 | 41397   | ALL CITIES OCCUP MEDICINE        | NEW HIRE PHYSICALS                    | 757.000 | 537  | 283.00    |
| 12/28/2017                       | GEN2 | 41398*# | AT & T                           | PHONE SERVICE                         | 853.000 | 537  | 1,427.64  |
| 12/28/2017                       | GEN2 | 41400   | BEAUDOIN ELECTRICAL CONST        | REPAIRS GREENLY LIFT STATION          | 936.000 | 537  | 857.36    |
|                                  |      |         |                                  | REPAIR CONTROLLER                     | 936.000 | 537  | 362.00    |
|                                  |      |         |                                  | CHECK GEN2 41400 TOTAL                |         |      | 1,219.36  |
| 12/28/2017                       | GEN2 | 41402*# | BP                               | 11/17-12/16/2017 GAS PURCHASES        | 867.000 | 537  | 575.09    |
| 12/28/2017                       | GEN2 | 41413*# | INDIANA MICHIGAN POWER           | ELECTRIC SERVICE DECEMBER             | 921.000 | 537  | 3,726.79  |
| 12/28/2017                       | GEN2 | 41416   | KENDALL ELECTRIC, INC            | FUSES                                 | 757.000 | 537  | 254.90    |
| 12/28/2017                       | GEN2 | 41420*# | MICHIANA SUPPLY INC              | WEDGE BELT                            | 757.000 | 537  | 68.00     |
| 12/28/2017                       | GEN2 | 41421*# | MICHIGAN GAS UTILITIES           | GAS SERVICE DECEMBER                  | 923.000 | 537  | 45.36     |
| 12/28/2017                       | GEN2 | 41425   | PLUMMER'S ENVIRONMENTAL SERVICES | HIGH PRESSURE WATER JETTING AND VIDEO | 821.001 | 537  | 26,674.30 |
| 12/28/2017                       | GEN2 | 41426   | PREIN & NEWHOF                   | SAW GRANT NOV INVOICE                 | 821.001 | 537  | 2,912.00  |
| 12/28/2017                       | GEN2 | 41427*# | SHELL FLEET PLUS                 | 11/13-12/13/2017 GAS PURCHASES        | 867.000 | 537  | 303.95    |
| 12/28/2017                       | GEN2 | 41429*# | STAPLES INC                      | OFFICE SUPPLIES                       | 727.000 | 537  | 381.95    |
|                                  |      |         |                                  | Total for department 537:             |         |      | 39,099.34 |
|                                  |      |         |                                  | Total for fund 590 SEWER FUND         |         |      | 39,099.34 |
| Fund: 591 WATER CAPITAL FUND     |      |         |                                  |                                       |         |      |           |
| Department: 538 WATER FILTRATION |      |         |                                  |                                       |         |      |           |
| 12/28/2017                       | GEN2 | 41398*# | AT & T                           | PHONE SERVICE                         | 853.000 | 538  | 920.55    |
| 12/28/2017                       | GEN2 | 41404*# | COMCAST CABLE                    | INTERNET SERVICE                      | 853.000 | 538  | 104.85    |
|                                  |      |         |                                  | CABLE, INTERNET SERVICE               | 853.000 | 538  | 181.05    |

12/28/2017 10:13 AM  
 User: JAVERY  
 DB: Benton Township

CHECK DISBURSEMENT REPORT FOR BENTON CHARTER TOWNSHIP  
 CHECK DATE FROM 12/15/2017 - 12/29/2017  
 Banks: GEN2

| Check Date                           | Bank | Check # | Payee                    | Description                           | Account | Dept | Amount    |
|--------------------------------------|------|---------|--------------------------|---------------------------------------|---------|------|-----------|
| Fund: 591 WATER CAPITAL FUND         |      |         |                          |                                       |         |      |           |
| Department: 538 WATER FILTRATION     |      |         |                          |                                       |         |      |           |
|                                      |      |         |                          | CHECK GEN2 41404 TOTAL                |         |      | 285.90    |
| 12/28/2017                           | GEN2 | 41417   | KENNEDY INDUSTRIES, INC. | REPAIR KITS                           | 936.300 | 538  | 368.63    |
| 12/28/2017                           | GEN2 | 41427*# | SHELL FLEET PLUS         | 11/13-12/13/2017 GAS PURCHASES        | 867.100 | 538  | 44.40     |
|                                      |      |         |                          | Total for department 538:             |         |      | 1,619.48  |
| Department: 539 WATER DISTRIBUTION   |      |         |                          |                                       |         |      |           |
| 12/28/2017                           | GEN2 | 41427*# | SHELL FLEET PLUS         | 11/13-12/13/2017 GAS PURCHASES        | 867.100 | 539  | 520.92    |
|                                      |      |         |                          | Total for department 539:             |         |      | 520.92    |
| Department: 540 WATER ADMINISTRATION |      |         |                          |                                       |         |      |           |
| 12/27/2017                           | GEN2 | 41331*# | BENTON HARBOR POSTMASTER | JANUARY SANITATION BILL POSTAGE       | 730.000 | 540  | 500.00    |
|                                      |      |         |                          | Total for department 540:             |         |      | 500.00    |
|                                      |      |         |                          | Total for fund 591 WATER CAPITAL FUND |         |      | 2,640.40  |
| TOTAL - ALL FUNDS                    |      |         |                          |                                       |         |      | 66,215.35 |

'\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND  
 '#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT