



# PENINSULA TOWNSHIP

13235 Center Road, Traverse City MI 49686

[www.peninsulatownship.com](http://www.peninsulatownship.com)

**Township Board Special Meeting**

**Township Conference Room**

**September 25, 2019, 9:00 a.m.**

**Agenda**

1. **Call to Order**
2. **Pledge**
3. **Roll Call**
4. **Brief Citizen Comments (for agenda items only)**
5. **Approve Agenda**
6. **Conflict of Interest**
7. **Consent Agenda:** any member of the board, staff, or the public may ask that any item on the consent agenda be removed and placed elsewhere on the agenda for full discussion
  1. Invoices (recommend approval)
  2. Request to add John Baker to the Peninsula Township Fire Department's part-time staff
8. **Business:** none
9. **Citizen Comments**
10. **Board Comments**
11. **Adjournment**

Peninsula Township has several portable hearing devices available for audience members. If you would like to use one, please ask the clerk.

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Rebecca Chown, Clerk

Posted: September 23, 2019, 1:00 p.m.

**PENINSULA TOWNSHIP  
INVOICE REGISTER**

**For Invoices Scheduled for Payment on: 9/25/2019 12:**

**VENDOR INFORMATION****INVOICE INFORMATION**

<b>BAIRD, COTTER &amp; BISHOP, P.C.</b>	<b>Amount of Invoice Paid:</b>	<b>\$875.00</b>
	<b>PAYROLL SVCS - AUGUST</b>	
<i>Distribution:</i>		
101-215-818.000	Contractual Services	875.00
<b>CHRISTINA DEEREN</b>	<b>Amount of Invoice Paid:</b>	<b>\$399.62</b>
	<b>MILEAGE</b>	
<i>Distribution:</i>		
101-420-870.000	Mileage	399.62
<b>CHRISTINA DEEREN</b>	<b>Amount of Invoice Paid:</b>	<b>\$11.34</b>
	<b>POSTAGE</b>	
<i>Distribution:</i>		
101-420-724.000	POSTAGE	6.30
101-253-724.000	Postage	5.04
<b>CONSUMERS ENERGY</b>	<b>Amount of Invoice Paid:</b>	<b>\$958.43</b>
	<b>LIGHTS/POWER - VAR ACCTS</b>	
<i>Distribution:</i>		
101-265-921.000	Electricity	412.58
101-265-926.000	Street Lighting	33.91
101-265-921.BJN		21.02
208-751-926.000	Street Lighting	53.35
208-751-921.000	Electricity	243.81
215-000-921.000	Electricity	57.66
508-000-921.000	Electricity	136.10
<b>D &amp; W MECHANICAL</b>	<b>Amount of Invoice Paid:</b>	<b>\$411.00</b>
	<b>FURNACE MAINTENANCE</b>	
<i>Distribution:</i>		
101-265-930.000	Repairs and Maintenance	411.00
<b>DAVE SANGER</b>	<b>Amount of Invoice Paid:</b>	<b>\$106.12</b>
	<b>MILEAGE/POSTAGE</b>	
<i>Distribution:</i>		
101-420-870.ENF	Code Enforcement Mileage	98.02
101-420-724.000	POSTAGE	8.10
<b>DEWESE HARDWARE</b>	<b>Amount of Invoice Paid:</b>	<b>\$31.98</b>
	<b>TWP OFFICE REPAIR</b>	
<i>Distribution:</i>		
101-265-930.000	Repairs and Maintenance	31.98

**PENINSULA TOWNSHIP  
INVOICE REGISTER**

**For Invoices Scheduled for Payment on: 9/25/2019 12:**

**VENDOR INFORMATION****INVOICE INFORMATION**

<b>DTE ENERGY</b>	<b>Amount of Invoice Paid:</b>	<b>\$40.53</b>
	<b>STN 1 GAS</b>	
<i>Distribution:</i>		
206-000-745.000	HEATING FUEL	40.53
<b>DTE ENERGY</b>	<b>Amount of Invoice Paid:</b>	<b>\$48.08</b>
	<b>BIG JOHN GAS</b>	
<i>Distribution:</i>		
206-000-745.000	HEATING FUEL	48.08
<b>GRAND TRAVERSE COUNTY RD COMMISSION</b>	<b>Amount of Invoice Paid:</b>	<b>\$3,805.45</b>
	<b>BRINE - 2ND APPLICATION</b>	
<i>Distribution:</i>		
245-000-930.000	Repairs and Maintenance	3,805.45
<b>HAMPEL'S INC</b>	<b>Amount of Invoice Paid:</b>	<b>\$4.40</b>
	<b>LOCK FOR TRAILCAM</b>	
<i>Distribution:</i>		
101-255-726.000	Supplies	4.40
<b>ROBERT K MANIGOLD</b>	<b>Amount of Invoice Paid:</b>	<b>\$9.85</b>
	<b>SUPERVISOR LUNCH</b>	
<i>Distribution:</i>		
101-171-965.000	Meetings	9.85
<b>MAPLE RIVER DIRECT MAIL</b>	<b>Amount of Invoice Paid:</b>	<b>\$99.54</b>
	<b>ASSMNT MAILING</b>	
<i>Distribution:</i>		
101-253-818.TAX	Contract Tax Services	99.54
<b>MAPLE RIVER DIRECT MAIL</b>	<b>Amount of Invoice Paid:</b>	<b>\$881.63</b>
	<b>TAX MAILING</b>	
<i>Distribution:</i>		
101-253-818.TAX	Contract Tax Services	881.63
<b>NORTHERN OFFICE EQUIPMENT</b>	<b>Amount of Invoice Paid:</b>	<b>\$586.56</b>
	<b>COPY CHARGES</b>	
<i>Distribution:</i>		
101-173-818.COP	COPIER & COPIER SUPPLIES - BLACK	91.76
101-173-818.COP	COPIER & COPIER SUPPLIES - COLOR	494.80

**PENINSULA TOWNSHIP  
INVOICE REGISTER**

**For Invoices Scheduled for Payment on: 9/25/2019 12:**

**VENDOR INFORMATION****INVOICE INFORMATION**

<b>PLIC-SBD GRAND ISLAND</b>	<b>Amount of Invoice Paid:</b>	<b>\$128.37</b>
	<b>LIFE INSURANCE</b>	
<i>Distribution:</i>		
101-171-712.000	Hospitalization/Life Insurance	10.24
101-253-712.000	HOSPITALIZATION/LIFE INS - TREASURER	23.53
101-215-712.000	HOSPITALIZATION/LIFE INS - CLERK	31.50
101-209-712.000	MEDICAL/LIFE INS - ASSESSING	15.75
101-420-712.000	HOSPITALIZATION/LIFE INS - ZONING	15.75
101-400-712.000	HOSPITALIZATION/LIFE INSURANCE- PLANNING	15.75
101-173-712.000	HOSPITALIZATION/LIFE INSURANCE - OM	15.75
<b>REBECCA CHOWN</b>	<b>Amount of Invoice Paid:</b>	<b>\$125.96</b>
	<b>GT CLERKS FUNCTION</b>	
<i>Distribution:</i>		
101-215-870.000	Mileage	64.96
101-215-965.000	Meetings	61.00
<b>SECURITY SANITATION, INC</b>	<b>Amount of Invoice Paid:</b>	<b>\$1,525.00</b>
	<b>WASTE DISPOSAL</b>	
<i>Distribution:</i>		
508-000-818.SAN	Sanitation Services	1,525.00
<b>ROBERT WILKINSON</b>	<b>Amount of Invoice Paid:</b>	<b>\$3,000.00</b>
	<b>PKS/TWP LAWN &amp; GEN MAINTENANCE</b>	
<i>Distribution:</i>		
101-265-818.000	CONTRACTUAL SERVICES - BULDG & GROUND	150.00
208-751-818.000	CONTRACTUAL SERVICES - PARKS	1,710.00
508-000-818.000	Contractual Services	450.00
209-000-818.000	Contractual Services	540.00
596-000-818.000	Contractual Services	90.00
212-000-818.000	Contractual Services	60.00
	<b>Total Amount Disbursed:</b>	<b>\$13,048.86</b>

**PENINSULA TOWNSHIP  
INVOICE REGISTER**



**For Invoices Scheduled for Payment on: 9/25/2019 12:**

**VENDOR INFORMATION**

**INVOICE INFORMATION**

<b>AIRGAS USA</b>	<b>Amount of Invoice Paid:</b>	<b>\$30.61</b>
	<b>OXYGEN CYLINDER RENTAL</b>	
<i>Distribution:</i>		
206-000-932.000	Ambulance Supplies	30.61
<b>BOUND TREE MEDICAL</b>	<b>Amount of Invoice Paid:</b>	<b>\$40.98</b>
	<b>MED SUPPLIES</b>	
<i>Distribution:</i>		
206-000-932.000	Ambulance Supplies	40.98
<b>CONSUMERS ENERGY</b>	<b>Amount of Invoice Paid:</b>	<b>\$550.72</b>
	<b>LIGHTS/POWER</b>	
<i>Distribution:</i>		
206-000-926.000	Street Lighting	16.95
206-000-921.000	Electricity	533.77
<b>DEWEESE HARDWARE</b>	<b>Amount of Invoice Paid:</b>	<b>\$42.99</b>
	<b>HEAT GUN FOR STN USE</b>	
<i>Distribution:</i>		
206-000-726.000	Supplies	42.99
<b>DEWEESE HARDWARE</b>	<b>Amount of Invoice Paid:</b>	<b>\$12.96</b>
	<b>BOAT TRLR BOLTS</b>	
<i>Distribution:</i>		
206-000-971.SBT	Safe Boat	12.96
<b>DTE ENERGY</b>	<b>Amount of Invoice Paid:</b>	<b>\$46.55</b>
	<b>STN 2 GAS</b>	
<i>Distribution:</i>		
206-000-745.000	HEATING FUEL	46.55
<b>FIRE RECOVERY EMS</b>	<b>Amount of Invoice Paid:</b>	<b>\$42.99</b>
	<b>HEAT GUN FOR STATION USE</b>	
<i>Distribution:</i>		
206-000-726.000	Supplies	42.99
<b>FIRST DUE - MHCFS</b>	<b>Amount of Invoice Paid:</b>	<b>\$805.27</b>
	<b>REPAIR HALMATRO CUTTER</b>	
<i>Distribution:</i>		
206-000-933.000	Equipment Maintenance	805.27

**PENINSULA TOWNSHIP  
INVOICE REGISTER**

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**For Invoices Scheduled for Payment on: 9/25/2019 12:**

**VENDOR INFORMATION**

**INVOICE INFORMATION**

<b>KOPY SALES, INC.</b>	<b>Amount of Invoice Paid:</b>	<b>\$44.43</b>
	<b>COPIER COSTS</b>	
<i>Distribution:</i>		
206-000-818.COP	<i>Copier &amp; Copier Supplies</i>	44.43
<b>MI DEPT OF HEALTH &amp; HUMAN SERVICES</b>	<b>Amount of Invoice Paid:</b>	<b>\$111.60</b>
	<b>AMBULANCE ASSESSMENT</b>	
<i>Distribution:</i>		
206-000-939.LIC	<i>Veh. License</i>	111.60
<b>MUNSON MEDICAL CENTER</b>	<b>Amount of Invoice Paid:</b>	<b>\$240.00</b>
	<b>MED KIT EXCHANGE</b>	
<i>Distribution:</i>		
206-000-932.000	<i>Ambulance Supplies</i>	240.00
<b>MUNSON OCCUPATION HEALTH &amp; MED</b>	<b>Amount of Invoice Paid:</b>	<b>\$42.00</b>
	<b>DRUG SCREEN</b>	
<i>Distribution:</i>		
206-000-828.000	<i>Health &amp; Safety</i>	42.00
<b>NYE UNIFORM</b>	<b>Amount of Invoice Paid:</b>	<b>\$137.00</b>
	<b>UNIFORMS - LIPKE</b>	
<i>Distribution:</i>		
206-000-935.000	<i>Uniforms</i>	137.00
<b>NYE UNIFORM</b>	<b>Amount of Invoice Paid:</b>	<b>\$73.00</b>
	<b>UNIFORM - SHIRTS</b>	
<i>Distribution:</i>		
206-000-935.000	<i>Uniforms</i>	73.00
<b>NYE UNIFORM</b>	<b>Amount of Invoice Paid:</b>	<b>\$137.00</b>
	<b>UNIFORMS - SARBER</b>	
<i>Distribution:</i>		
206-000-935.000	<i>Uniforms</i>	137.00
<b>PREMIER SAFETY</b>	<b>Amount of Invoice Paid:</b>	<b>\$1,080.00</b>
	<b>ANNUAL FLOW TEST OF AIR PACKS</b>	
<i>Distribution:</i>		
206-000-818.TST	<i>Testing Compliance</i>	1,080.00

**PENINSULA TOWNSHIP  
INVOICE REGISTER**

F

**For Invoices Scheduled for Payment on: 9/25/2019 12:**

**VENDOR INFORMATION**

**INVOICE INFORMATION**

**PREMIER SAFETY**

**Amount of Invoice Paid: \$177.87  
REPAIR TO AIR PACK**

*Distribution:*

206-000-933.000 *Equipment Maintenance* 177.87

**THE UPS STORE**

**Amount of Invoice Paid: \$51.12  
SHIPPING - REPAIR/RETURN**

*Distribution:*

206-000-933.000 *Equipment Maintenance* 40.36  
206-000-935.000 *Uniforms* 10.76

**Total Amount Disbursed: \$3,667.09**

**PENINSULA TOWNSHIP  
INVOICE REGISTER**

**For Invoices Scheduled for Payment on: 9/25/2019 12:**

**VENDOR INFORMATION**

**INVOICE INFORMATION**

**PENROD-HIAWATHA**

**Amount of Invoice Paid: \$263.66  
CALENDARS**

*Distribution:*  
509-000-727.000 Merchandise For Lighthouse Gift Shop 263.66

**TIM WEBERDING WOODWORKING**

**Amount of Invoice Paid: \$768.00  
ORNAMENTS/MAGNETS**

*Distribution:*  
509-000-727.000 Merchandise For Lighthouse Gift Shop 768.00

**Total Amount Disbursed: \$1,031.66**



**PENINSULA TOWNSHIP  
INVOICE REGISTER**

**For Invoices Scheduled for Payment on: 9/25/2019 12:**

**VENDOR INFORMATION**

**INVOICE INFORMATION**

**BLUE CROSS BLUE SHIELD OF MICH**

**Amount of Invoice Paid: \$7,429.42  
HEALTH INSURANCE**

*Distribution:*

704-000-227.020	Medical Insurance Withholding	159.82
101-209-712.000	Medical/Life Insurance	905.65
704-000-227.020	Medical Insurance Withholding	201.21
101-253-712.000	Hospitalization/Life Insurance	1,140.20
704-000-227.020	Medical Insurance Withholding	112.41
101-120-712.000	Hospitalization/Life Insurance	636.98
704-000-227.020	Medical Insurance Withholding	102.80
101-173-712.000	Hospitalization/Life Insurance	581.41
704-000-227.020	Medical Insurance Withholding	125.64
101-400-712.000	Hospitalization/Life Insurance	711.90
704-000-227.020	Medical Insurance Withholding	241.73
101-215-712.000	Hospitalization/Life Insurance	1,369.80
704-000-227.020	Medical Insurance Withholding	109.60
704-000-227.020	Medical Insurance Withholding	191.61
704-000-227.020	Medical Insurance Withholding	128.21
704-000-227.020	Medical Insurance Withholding	86.49
704-000-227.020	Medical Insurance Withholding	46.12
704-000-227.020	Medical Insurance Withholding	137.40
704-000-227.020	Medical Insurance Withholding	124.56
704-000-227.020	Medical Insurance Withholding	87.21
704-000-227.020	Medical Insurance Withholding	179.97
704-000-227.020	Medical Insurance Withholding	48.82

**BLUE CROSS BLUE SHIELD OF MICH**

**Amount of Invoice Paid: \$6,459.86  
MEDICAL INSURANCE**

*Distribution:*

206-000-712.000	MEDICAL/LIFE INSURANCE	621.05
206-000-712.000	MEDICAL/LIFE INSURANCE	1,085.82
206-000-712.000	MEDICAL/LIFE INSURANCE	726.50
206-000-712.000	MEDICAL/LIFE INSURANCE	490.12
206-000-712.000	MEDICAL/LIFE INSURANCE	261.36
206-000-712.000	MEDICAL/LIFE INSURANCE	778.58
206-000-712.000	MEDICAL/LIFE INSURANCE	705.82
206-000-712.000	Hospitalization/Life Insuranc	494.18
206-000-712.000	Hospitalization/Life Insuranc	1,019.81
206-000-712.000	Hospitalization/Life Insuranc	276.62

**CAPITAL ONE COMMERCIAL**

**Amount of Invoice Paid: \$26.19  
REPAIR SUPPLIES**

*Distribution:*

208-751-930.000	Repairs and Maintenance	18.41
101-265-930.000	Repairs and Maintenance	7.78

**CARDMEMBER SERVICE**

**Amount of Invoice Paid: \$2,938.38  
VARIOUS EXPENSES**

*Distribution:*

508-000-881.000	Community Activities	456.98
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**PENINSULA TOWNSHIP  
INVOICE REGISTER**

*Planning*

**For Invoices Scheduled for Payment on: 9/25/2019 12:**

**VENDOR INFORMATION**

**INVOICE INFORMATION**

508-000-818.BGC	Background Checks	16.95
101-209-814.000	Software License & Support	202.35
101-173-726.000	Supplies	95.78
508-000-726.000	Supplies	57.78
508-000-726.KPR	Keeper Quarter Supplies	33.98
508-000-818.SEC	Security	24.99
101-420-724.000	POSTAGE	110.00
101-400-724.000	POSTAGE	110.00
297-000-724.000	PCSTAGE	220.00
508-000-724.000	POSTAGE	9.64
508-000-728.000	Grounds	91.01
508-000-726.LHS	Lighthouse Signs	423.03
101-215-726.000	Supplies	88.25
101-215-814.200	Publishing Software	31.78
101-101-815.000	Contractual Services	526.02
101-101-726.000	Supplies	19.20
101-400-814.000	Software License & Support	22.25
101-253-726.000	Supplies	8.39
101-400-960.000	Education & Training	390.00

**CARDMEMBER SERVICE**

**Amount of Invoice Paid: \$565.14**  
**SUPPLIES**

*Distribution:*

206-000-726.000	Supplies	209.77
206-000-970.000	Capital Outlay	220.38
206-000-935.000	Uniforms	134.99

**CARDMEMBER SERVICE**

**Amount of Invoice Paid: \$447.99**  
**SCOUTING CAMERA**

*Distribution:*

207-000-970.000	Capital Outlay/Misc Expenditures	447.99
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**CONSUMERS ENERGY**

**Amount of Invoice Paid: \$415.57**  
**STREET LIGHTS**

*Distribution:*

101-000-226.010	Franklin Wds., St. Light	13.63
596-000-926.000	STREET LIGHTING--COMPACTOR	20.80
101-265-926.000	Street Lighting	63.89
101-000-226.000	Pen. Hills Townhouses, St. Light	17.48
101-000-226.075	Underwood Farms Street Light	22.04
208-751-926.000	Street Lighting	52.90
101-000-226.030	OMPS, Street Lighting	13.23
101-000-226.040	Cherrywood Commons, St. Light	13.22
101-000-226.060	Mission Hills, Street Light	185.15
101-000-226.070	Congregational Church Lightin	13.23

**CONSUMERS ENERGY**

**Amount of Invoice Paid: \$28.94**  
**STREET LIGHTS**

*Distribution:*

206-000-926.000	Street Lighting	28.94
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**PENINSULA TOWNSHIP  
INVOICE REGISTER**

*Accounting*

**For Invoices Scheduled for Payment on: 9/25/2019 12:**

**VENDOR INFORMATION**

**INVOICE INFORMATION**

**PENINSULA COMMUNITY LIBRARY**

**Amount of Invoice Paid: \$20,000.00  
EXPENSES**

*Distribution:*

<i>708-000-223.000</i>	<i>Due to Library</i>	<i>20,000.00</i>
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**STAPLES CREDIT PLAN**

**Amount of Invoice Paid: \$906.24  
SUPPLIES**

*Distribution:*

<i>101-173-726.000</i>	<i>Supplies</i>	<i>96.97</i>
<i>101-253-726.000</i>	<i>Supplies</i>	<i>158.89</i>
<i>101-253-726.000</i>	<i>Supplies</i>	<i>139.78</i>
<i>101-215-726.000</i>	<i>Supplies</i>	<i>231.78</i>
<i>101-215-726.000</i>	<i>Supplies</i>	<i>225.78</i>
<i>101-173-726.000</i>	<i>Supplies</i>	<i>4.04</i>
<i>101-173-726.000</i>	<i>Supplies</i>	<i>49.00</i>

**TRAVERSE CITY LIGHT & POWER**

**Amount of Invoice Paid: \$10.61  
STREET LIGHTING**

*Distribution:*

<i>101-000-226.080</i>	<i>HOMESTEAD STREET LIGHT</i>	<i>10.61</i>
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**Total Amount Disbursed: \$39,228.34**



Peninsula Township Fire Department  
14247 Center Rd.  
Traverse City, Michigan 49686  
PH: 231-223-4443  
*firechief@peninsulatownship.com*



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Re: Request to add John Baker to FD Part time staff

September 10, 2019

Dear Board,

I am writing to request adding John Baker to our part time staff for the fire department. John has over 25 years of experience and is retired from the Lansing Fire Department. John stated he is excited about the Peninsula fire department due to the challenges the area presents and also the beautiful scenery where the department is located. John has numerous certifications that will help train other members to increase their skill. Please approve this request.

Sincerely,

Fire Chief Gilstorff