

**BEDFORD TOWNSHIP BOARD**  
**via video-conferencing**  
**August 11, 2020 - 7:00 p.m.**  
**AGENDA**

**1. CALL TO ORDER**

**PLEDGE OF ALLEGIANCE & PRAYER**

**2. APPROVAL OF AGENDA**

**3. CONSENT AGENDA**

**Agenda Committee Recommends to:**

- A. Approve and place on file the Minutes of the July 21, 2020 regular Meeting of the Bedford Township Board;

**4. PRESENTATIONS**

**5. PUBLIC COMMENT (Comments limited to 2 minutes, for board agenda items only)**

**6. STAFF REPORTS**

- A. Approval to purchase a Cisco Network Security Firewall Appliance and Midrange PC from IT Right for the Fire Department
- B. Acceptance of the Assistance to Firefighters COVID-19 Supplemental Grant in the amount of \$12,652.18
- C. Approval to continue with engineering for Fire Station 2 with Jacobs Architects

**7. UNFINISHED BUSINESS**

**8. NEW BUSINESS**

- A. Vouchers for Payment
- B. Update on the Lewis Avenue water line extension project under the railroad tracks
- C. Approval to promote Ordinance Officer to part-time

**9. COMMENTS FROM THE PUBLIC (Comments limited to 5 minutes for each individual)**

**10. COMMENTS FROM TOWNSHIP BOARD MEMBERS**

**INFORMATION**

- Monroe County Sheriff's Contract Service Summary for June 2020

**ADJOURNMENT AT 10:00 p.m.**

The Township of Bedford will provide necessary reasonable auxiliary aids and services to individuals with disabilities at the meeting upon one week's notice to the Township of Bedford. Individuals with disabilities requiring auxiliary aids or services should contact the Township of Bedford by writing or calling the following:

Paul Pirone, Township Supervisor  
8100 Jackman Road, Temperance, MI 48182 Telephone: 734-224-7321

**Bedford Township Mission Statement**

*The mission of the Bedford Township Board is to promote the public's general health, safety, and welfare, as well as maintain infrastructure, promote economic development, and serve all residents equally through the ethical standards required of public officials and public employees, according to the statutes of the State of Michigan that govern General Law Townships.*

**Public Comment Time**

Bedford Township operates under rules of parliamentary procedure, which states, "Citizens have the right to attend the meetings and be permitted to address the body on matters that are relevant to business". The Township Board furthermore "Encourages" your input, addressing the Board through the Chair. Public Comment time is an opportunity for comments and questions, please be respectful to the Board, audience and outside viewers. Board members shall also respect those addressing the board. Thank you for your participation.

BEDFORD TOWNSHIP BOARD MINUTES  
8100 JACKMAN ROAD, TEMPERANCE, MI 48182  
July 21, 2020 - 7:00 p.m.  
Meeting held through Microsoft Teams video-conferencing

**PRESENT:**

Paul Pirrone, Supervisor  
Trudy Hershberger, Clerk  
Krista Jandasek, Treasurer

TC Clements, Trustee  
Craig Montri, Trustee  
Nancy Tienvieri, Trustee  
Rick Steiner, Trustee (joined the meeting at  
7:10 after having technical difficulties)

ALSO PRESENT: Phil Goldsmith, Township Attorney

The Regular Meeting of the Bedford Township Board was called to order by Pirrone at 7:00 p.m. followed by the Pledge of Allegiance and Prayer led by Phil Goldsmith.

**APPROVAL OF AGENDA** – Hershberger added 8F – Hiring temporary help in the Finance Department. Motion was made by Clements, seconded by Tienvieri to approve the agenda with the one noted addition. Motion carried on a roll call vote as follows: Ayes: Clements, Tienvieri, Jandasek, Montri, Hershberger & Pirrone. Nays: none. Absent: Steiner.

**CONSENT AGENDA**

The Consent Agenda contained the following items for approval:

- The minutes of the July 7, 2020 Township Board Minutes;
- The General, Savings, Pooled Funds and CD reports from the Treasurer;
- The Revenue/Expense report and Balance sheet for the period ending June 30, 2020;
- Appointment of Kevin Laderach to the Downtown Development Committee to replace Michelle Rice for a partial term ending 12/31/2020;

Motion was made by Clements, seconded by Tienvieri to approve the consent agenda as published. Motion carried on a roll call vote as follows: Ayes: Clements, Tienvieri, Jandasek, Montri, Hershberger & Pirrone. Nays: none. Absent: Steiner.

**PUBLIC COMMENT**

Gail Keane, 1056 W. Temperance – commented on agenda items 8A, 8B, 8D & 8E.

LaMar Frederick, 3254 Deer Creek Dr.- spoke to the General Fund balance and a grievance filed against the Board.

**UNFINISHED BUSINESS****NEW BUSINESS**

**VOUCHERS FOR PAYMENT** - Motion was made by Hershberger, seconded by Jandasek to approve the following vouchers for payment: General Fund-\$92,676.55, Fire District-\$20,089.72, Police Fund-\$2,510.31, Park Fund-\$1,118.12, Transit System Fund-\$9,901.00, Library Operating Fund-\$637.86, Sewer Operation & Main. Fund-\$440,235.34, & Trust and Agency Fund-\$97.00 for a total of \$567,265.90. Motion carried on a roll call vote as follows: Ayes: Hershberger, Jandasek, Montri, Steiner, Tienvieri, Clements & Pirrone. Nays: none. Absent: none.

**REZONING OF PARCEL 5802-105-023-00, 5802-105-025-00 & 5802-105-026-00 (EAST SIDE OF SECOR ROAD, SOUTH OF SMITH ROAD) FROM R-2A, SINGLE-FAMILY RESIDENTIAL TO RM-2, MULTI-FAMILY RESIDENTIAL** – Tienvieri explained the request, mentioning the concern regarding more traffic in this area. She noted that it is up to the Road Commission to solve traffic issues, not property owners. Scott Bollin, representative for the property owner, answered questions via telephone on drainage. Motion was made by Tienvieri seconded by Steiner to approve the request from Kimlin Development to rezone from R-2A,

Single-family Residential to RM-2, Multi-family Residential on parcel numbers 5802-105-023-00, otherwise known as 6508 Secor Road, 5802-105-025-00, otherwise known as 6500 Secor road and a vacant parcel 5802-105-026-00, located on the east side of Secor Road, south of Smith Road as it is consistent with the Township's Master Plan goals and policies; it follows the Master Plan future land use; it provides for suitable transitional uses between the local business land uses located at the intersection of Smith and Secor and the nearby single-family residential uses; it is supported by nearby utility infrastructure; and adequate room is afforded by the parcels to not only preserve the site's natural features, but also to alleviate some of the possible negative impacts of the potential higher density residential uses with any lower intensity uses through screening and landscaping. Motion carried on a roll call vote as follows: Ayes: Tienvieri, Steiner, Clements, Montri, Jandasek, Hershberger & Pirrone. Nays: none. Absent: none.

The meeting was interrupted prior to this roll call vote to allow the media director to reboot the tricaster as there was some technical difficulty streaming the meeting on YouTube. This corrected the issue.

SERVICE AGREEMENT BETWEEN BEDFORD TOWNSHIP AND THE MONROE CONSERVATION DISTRICT - Motion was made by Steiner seconded by Tienvieri to enter into the Bedford Township and Monroe Conservation District Service Agreement for the amount of \$1,000.00 effective July 1, 2020 through June 30, 2021, as presented. Motion carried on a roll call vote as follows: Ayes: Steiner, Tienvieri, Montri, Clements, Jandasek, Hershberger & Pirrone. Nays: none. Absent: none.

RESOLUTION TO PLACE LAW ENFORCEMENT RENEWAL PROPOSAL ON THE 2020 GENERAL ELECTION BALLOT – Hershberger explained this is a renewal of the existing millage, it would go on the November ballot and if passed would be assessed on the December tax bill this year. Because it is a renewal it has the Headlee rollover and reduces the amount from .4 mills to .3896 mills. Steiner mentioned this renews the additional deputies over and above what the Township pays for out of the General Fund. Motion was made by Clements, seconded by Jandasek to approve the Resolution for the ballot language for the Law Enforcement Renewal to appear on the November 3<sup>rd</sup>, 2020 General Election ballot. Motion carried on a roll call vote as follows: Ayes: Clements, Jandasek, Steiner, Montri, Tienvieri, Hershberger & Pirrone. Nays: none. Absent: none.

DIRECTION ON WHETHER TO CONSIDER ADOPTING A TEXT AMENDMENT TO THE ZONING ORDINANCE WHICH WOULD ALLOW ZOOS IN AN AGRICULTURAL ZONED DISTRICT AFTER SPECIAL USE APPROVAL – Goldsmith explained there is currently no Bedford Township Ordinance which makes provision for a zoo in any zoning district and this would legitimize the zoos in the Township at their current locations. The Ordinance could allow for zoos in Agricultural zoning districts after special use approval and provide for reasonable standards. The existing zoos would not need to go through the special use approval, but if they decided to expand and put up a new structure which would be open to the public, they would need to go through the site plan review. Motion was made by Tienvieri seconded by Steiner to recommend to the Planning Department that they work with the Attorney to move forward on the text amendment regarding zoos in Agricultural zoning. Motion carried on a roll call vote as follows: Ayes: Tienvieri, Steiner, Clements, Jandasek, Montri, Hershberger & Pirrone. Nays: none. Absent: none.

HIRING TEMPORARY HELP IN THE FINANCE DEPARTMENT – Hershberger explained she is looking to hire a temporary person to handle the finances especially during this busy election season. She presented the Board with some quotes she received. Motion was made by Steiner,

seconded by Jandasek for Hershberger to pursue an agreement for up to six weeks to hire a part-time person to fill the vacant finance position that equates to at least sixteen hours per week, possibly eighteen hours per week at a locked rate of \$950.00 per week, and if it does go past the six weeks, then it would come back to the Board for review. Motion carried on a roll call vote as follows: Ayes: Steiner, Jandasek, Tienvieri, Clements, Montri, Hershberger & Pirrone. Nays: none. Absent: none.

#### **COMMENTS FROM THE PUBLIC**

Keith Kitchens, 7284 Colonial – asked a question regarding the rezoning, commented on the roundabout and asked for an update on the roundabout.

April Brown, 6656 Secor – asked the Board to spend township tax monies wisely and to let the people of the Township weigh in on those decisions.

LaMar Frederick, 3454 Deer Creek – asked the Board to consider the fact that the Township has to follow Government accounting when hiring someone for the Finance Department.

Gail Keane, 1056 W. Temperance – spoke to political signage, asked about the process now that the Union has filed a grievance, mentioned a conflict with zoo ordinance amendment and land owners rights, and asked Supervisor to disclose who sits next to him at the video-conferencing meetings.

Al Prieur, 1167 N. Park – mentioned he is at his home watching the meeting and not with the Supervisor.

#### **REPORT FROM TOWNSHIP BOARD MEMBERS**

Tienvieri – answered a question regarding the rezoning; mentioned if residents have an issue with a park, they should contact a Park Board member or attend a Park meeting; stated she has been against the roundabout from the beginning, but the Board needs to make the best decisions regarding it from this point; and she is finishing up the CIP plan and hopes to bring it first to the Planning Commission and then to the Board.

Clements – stated that since the Park has limited funding, they are looking to start “Friends of the Park”; mentioned the Park Board is moving forward in fixing the Skate Park; and invited residents to come to a Park Board meeting.

Montri – mentioned he participated with volunteers in some park clean-up last Saturday.

Steiner – he always advocates treating others with respect, so he would like to commend people in the community for being courteous as he is out riding his bike as they are watching out for others.

Goldsmith – gave an update on the roundabout meeting between members of the Road Commission and some Board members. A proposal will come back to the Board for further consideration.

Jandasek – mentioned the tax bills have been sent out and that Adopt-A-Road clean-up will be this weekend, so she asked residents to be careful to watch out for the clean-up crews and that the groups can drop their paperwork off through the drive-through window.

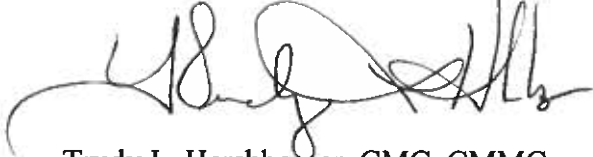
Hershberger – reminded voters that August 4<sup>th</sup> is a primary, therefore they need to vote along one party line; let voters know the Clerks office will be open Saturday, Aug. 1<sup>st</sup> for election business; stated the last day to receive a ballot by mail is Friday, July 31<sup>st</sup>; and mentioned that if a voter has received a letter or email regarding their signature on their application to please call the Clerk’s office or stop by the drive-through window so we can verify and update their signature.

Pirrone – reminded residents that the roundabout was a Board decision; mentioned the Union grievance was because he asked a seasonal worker to switch their day off and to work the weekend; mentioned the work being done on the skate park and how the Park Board has done a good job with the limited funds they have by selling some unused Park property; mentioned Heidtman

Steel is putting an addition on their plant which should add 65 new jobs; and asked citizens to support local businesses through this difficult Covid time.

**ADJOURNMENT**

The meeting was adjourned at 8:50 p.m.

A handwritten signature in black ink, appearing to read 'Trudy L. Hershberger', written over a horizontal line.

Trudy L. Hershberger, CMC, CMMC  
Bedford Township Clerk

Nancy Gin  
Deputy Clerk/Recording Secretary



# ***Bedford Township Fire Department***

**Fire Chief** Adam Massingill

**Assistant Chief** Kirk Keane

**Fire Inspector** Doug Steinman

6A

August 6, 2020

Board Members,

We respectfully request approval to purchase a Cisco Network Security Firewall Appliance and Mid-range PC from IT Right at a total combined cost of \$1,935.00.

The firewall is the final component in upgrading security and connectivity for all three stations. We have been working toward connectivity and improved security for the past three years by budgeting for upgrades each year.

The mid-range PC represents the final work station that needs to be replaced for our stations. We have also budgeted a number of workstations for replacement each year, this request is for only one workstation to complete this initiative.

Both items were budgeted in the approved budget.

Respectfully,

Adam Massingill

Chief

# I.T. RIGHT

**Information Technology Solutions that  
Work for Local Government**

5815 East Clark Rd Suite G  
Box 160  
48808 Bath  
United States

## QUOTE

**Number** ITRQ17829

**Date** Aug 6, 2020

### Sold To

**Bedford Township**  
Adam Massingill  
8100 Jackman Rd.  
48182 Temperance  
United States

**Phone** 734-847-2359  
**Fax**

Here is the quote you requested.

### Ship To

**Bedford Township**  
Adam Massingill  
8100 Jackman Rd.  
48182 Temperance  
United States

**Phone** 734-847-2359  
**Fax**

### From The Desk Of



**mallen**

855-487-4448

mallen@itright.com

### Terms

### P.O. Number

### Ship Via

Line	Qty	Description	Unit Price	Ext. Price
1	1	PC Mid-range: <ul style="list-style-type: none"> <li>- ASUS PRIME H310M-A - mATX - Intel H310 Chipset - 4x SATA3 6Gb/s - 1x M.2</li> <li>- Six-Core Intel Core i5-9400 2.90GHz 9MB Cache</li> <li>- CRUCIAL 8GB PC4-19200 2400MHz</li> <li>- In Win Z589 - mATX Mini Tower - USB 3.0 - 350 Watt Power Supply - Black</li> <li>- Included Power Supply (Chassis must include power to select this option)</li> <li>- 250GB Crucial MX500 M.2 SATA 6.0Gb/s Solid State Drive</li> <li>- LG 24x Super Multi DVD+/-RW with M-DISC (SATA)</li> <li>- Integrated Video (Included with Motherboard)</li> <li>- Logitech Desktop MK120 Keyboard and Mouse</li> <li>- Microsoft Windows 10 Professional with Recovery Partition and DVD (DPK) (OA)</li> <li>- Three Year Warranty with Advanced Parts Replacement and RSL</li> <li>- Embed Serial # in BIOS via ASUS Tool</li> </ul>	\$780.00	\$780.00
2	1	Office Home & Business 2019 Microsoft Corporation One-time purchase for 1 PC or Mac Classic 2019 versions of Word, Excel, PowerPoint, OneNote, and Outlook (Optional - SELECTED)	\$249.00	\$249.00

\* For orders over \$5000, payment for the hardware/software is required prior to processing the order.

Line	Qty	Description	Unit Price	Ext. Price
* For orders over \$5000, payment for the hardware/software is required prior to processing the order.			<b>SubTotal</b>	\$1,029.00
Please contact me if I can be of further assistance.			<b>Tax</b>	\$0.00
			<b>Shipping</b>	\$0.00
			<b>Total</b>	<b>\$1,029.00</b>

\* For orders over \$5000, payment for the hardware/software is required prior to processing the order.



# I.T. RIGHT

**Information Technology Solutions that  
Work for Local Government**

5815 East Clark Rd Suite G  
Box 160  
48808 Bath  
United States

**Q U O T E**

**Number** ITRQ17751

**Date** Jul 27, 2020

**Sold To**

**Bedford Township**  
Adam Massingill  
8100 Jackman Rd.  
48182 Temperance  
United States

**Phone** 734-847-2359  
**Fax**

Here is the quote you requested.

**Ship To**

**Bedford Township**  
Adam Massingill  
8100 Jackman Rd.  
48182 Temperance  
United States

**Phone** 734-847-2359  
**Fax**

**From The Desk Of**



**mallen**

855-487-4448

mallen@itright.com

Terms	P.O. Number	Ship Via
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Line	Qty	Description	Unit Price	Ext. Price
1	1	Cisco ASA 5506-X Network Security Firewall Appliance - 8 Port - 10/100/1000Base-T Gigabit Ethernet - AES, 3DES - USB - 8 x RJ-45 - Manageable - Power Supply - Desktop, Rack-mountable	\$650.00	\$650.00
2	1	Cisco SMARTnet Extended Service - Service - 8 x 5 Next Business Day - Exchange - Physical Service	\$130.00	\$130.00
3		<i>Firewall for site to site VPN . Sta 2</i>		
4	1	Ubiquiti UniFi UAP-AC-LR IEEE 802.11ac 867 Mbit/s Wireless Access Point - 2.40 GHz, 5 GHz - 1 x Antenna(s) - 1 x Internal Antenna(s) - MIMO Technology - 1 x Network (RJ-45) - PoE - Wall Mountable, . (Optional - SELECTED)	\$126.00	\$126.00
5		<i>Wireless</i>		

\* For orders over \$5000, payment for the hardware/software is required prior to processing the order.

Please contact me if I can be of further assistance.

<b>SubTotal</b>	\$906.00
<b>Tax</b>	\$0.00
<b>Shipping</b>	\$0.00
<b>Total</b>	<b>\$906.00</b>

\* For orders over \$5000, payment for the hardware/software is required prior to processing the order.

LB



# **Bedford Township Fire Department**

**Fire Chief** Adam Massingill

**Assistant Chief** Kirk Keane

**Fire Inspector** Doug Steinman

August 6, 2020

Board Members,

The Bedford Township Fire Department submitted two grants under the Fiscal Year 2019 Assistance to Firefighters Grant, and the Fiscal year 2020 Assistance to Firefighters Grant COVID-19 Supplemental Grant. We are pleased to report that we have approved for both grants in the amount of \$89,090.91 and \$12,652.18 respectively.

We respectfully recommend acceptance of the AFG COVID-19 Supplemental grant in the amount of \$12,652.18 to help offset costs incurred from the recent pandemic.

The cost match of \$1,265.22 has already been incurred by the department as a result of actions taken to protect our residents during the COVID-19 outbreak.

Respectfully,

Adam Massingill

Chief

# Award Letter

U.S. Department of Homeland Security  
Washington, D.C. 20472

Adam Massingill  
BEDFORD TOWNSHIP  
8100 JACKMAN RD  
TEMPERANCE, MI 48182



**FEMA**

EMW-2020-FG-00767

Dear Adam Massingill,

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year 2020 Assistance to Firefighters Grant Program - COVID-19 Supplemental (AFG-S) has been approved in the amount of \$12,652.18 in Federal funding. As a condition of this grant, you are required to contribute non-Federal funds equal to or greater than 10.0% of the Federal funds awarded, or \$1,265.22 for a total approved budget of \$13,917.40. Please see the FY 2020 AFG-S Notice of Funding Opportunity for information on how to meet this cost share requirement.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo - included in this document
- Agreement Articles - included in this document
- Obligating Document - included in this document
- FY 2020 AFG-S Notice of Funding Opportunity (NOFO) - incorporated by reference

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

A handwritten signature in black ink, appearing to read "Christopher Logan".

Christopher Logan  
Acting Assistant Administrator  
Grant Programs Directorate



# **Bedford Township Fire Department**

**Fire Chief** Adam Massingill

**Assistant Chief** Kirk Keane

**Fire Inspector** Doug Steinman

6C

August 6, 2020

Board Members,

The Bedford Township Fire Department submitted two grants under the Fiscal Year 2019 Assistance to Firefighters Grant, and the Fiscal year 2020 Assistance to Firefighters Grant COVID-19 Supplemental Grant. We are pleased to report that we have approved for both grants in the amount of \$89,090.91 and \$12,652.18 respectively.

The 2019 award amount of \$89,090.91 is approved for the installation of alarm and sprinkler systems at our Station 2, located at 3445 W Dean Rd with a total budget of \$98,000.00. The amount includes the \$89,090.91 through the Department of Homeland Security, and \$8,909.09 (10%) matching funds from Bedford Township.

Our current approved budget includes \$4,000 in engineering fees for continued planning at Station 2. The \$4,000 in engineering fees included in our budget would be considered part of our matching funds, if approved to proceed with this project.

We respectfully request approval to continue with engineering for Station 2 with Jacobs architects at a cost not to exceed \$4,000 at this time. It is our intent to report initial findings back to the board in the August 18<sup>th</sup> meeting with a recommendation on acceptance or rejection of this grant.

Respectfully,

Adam Massingill

Chief

# Award Letter

U.S. Department of Homeland Security  
Washington, D.C. 20472

Adam Massingill  
BEDFORD TOWNSHIP  
8100 JACKMAN RD  
TEMPERANCE, MI 48182



**FEMA**

EMW-2019-FG-06684

Dear Adam Massingill,

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year (FY) 2019 Assistance to Firefighters Grant (AFG) Grant funding opportunity has been approved in the amount of \$89,090.91 in Federal funding. As a condition of this grant, you are required to contribute non-Federal funds equal to or greater than 10.0% of the Federal funds awarded, or \$8,909.09 for a total approved budget of \$98,000.00. Please see the FY 2019 AFG Notice of Funding Opportunity for information on how to meet this cost share requirement.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo - included in this document
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- Obligating Document - included in this document
- 2019 AFG Notice of Funding Opportunity (NOFO) - incorporated by reference

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

A handwritten signature in black ink, appearing to read "C. Logan".

Christopher Logan  
Acting Assistant Administrator  
Grant Programs Directorate

**BEDFORD TOWNSHIP****8A****8100 JACKMAN ROAD, TEMPERANCE, MI 48182****APPROVED PMT. REPORT THROUGH 8/11/2020**

<b>CODE</b>	<b>PAGE</b>	<b>TOTAL</b>
<b>101 GENERAL FUND</b>	pg. 1 - 4	\$418,630.89
<b>206 FIRE DISTRICT</b>	pg. 4 - 5	\$27,942.18
<b>207 POLICE FUND</b>	pg. 5 - 6	\$2,248.53
<b>208 PARK FUND</b>	pg. 6	\$5,809.58
<b>211 FIRE EQUIPMENT</b>	pg. 6	\$30,036.82
<b>271 LIBRARY FUND</b>	pg. 6 - 7	\$6,811.23
<b>331 STONEGATE SAD</b>	pg. 7	\$148.75
<b>494 DOWNTOWN DEV. AUTHORITY</b>	pg. 7	\$1,437.81
<b>590 SEWER O &amp; M FUND</b>	pg. 7	\$432,623.94
<b>701 TRUST &amp; AGENCY FUND</b>	pg. 7 - 8	\$27,272.43
<b>Grand Total</b>		<b>\$952,962.16</b>

8B

## BEDFORD TOWNSHIP

### Memo:

To: Township Board Members

From: Paul Pirrone

Date: 08-05-20

Re: Tim Csurgo and Barry Buschmann / Water project under railroad track

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Update on watermain under the railroad track.

8c



# Memo

**To:** ALL BOARD MEMBERS

**From:** D CECIL

**cc:** Name

**Date:** 08/05/20

**Re:** PROMOTE KAYTLYNN HATFIELD TO PART TIME

---

Members,

I would like to submit to you for your approval to move Kaytlynn Hatfield to part time in the Ordinance Department. She has been a member of this office for over a 1yr and has done a good job. During this Pandemic she did not hesitate to come in and assist me in the essential operations of this department. She works weekends and evenings and has been a great asset to the fire department during those times to cut down on there runs for illegal burns. She is reliable and polite to members of the community. I am therefore asking all of you to approve this promotion with her hourly pay to be that of a part time Ordinance employee. This to take affect on the first pay period following the approval.

Thank you for all your consideration





DALE MALONE  
SHERIFF

# MONROE COUNTY SHERIFF

100 EAST SECOND STREET, MONROE, MICHIGAN 48161-2163  
TELEPHONE: (734) 240-7400 • FAX: (734) 240-7480  
EMERGENCY 911

## Contract Service Summary Bedford Contract

For Dates: 06/01/2020-06/30/2020

### Incidents

Complaints:	457
Supplements:	58
Assists:	206
Paper Service:	6

### Traffic Related

Traffic Stops:	63
Crashes:	22
Citations:	26

### Apprehensions

Arrests:	9
Warrant Requests:	37

### Hours

Complaint Hours:	813.50
Patrol Hours:	793.00
Other Hours:	551.25
Total Hours:	2157.75

  
\_\_\_\_\_  
Sheriff Dale Malone

**•MISSION STATEMENT•**

"TO SUPPRESS CRIMINAL ACTIVITY, MAINTAIN PUBLIC SAFETY AND PROMOTE PROFESSIONALISM WHILE RESPECTING THE CONSTITUTIONAL RIGHTS OF ALL INDIVIDUALS"

Monroe County Sheriff's Office

Statistics Report

Bedford Contract, For Dates: 06-01-2020 to 06-30-2020

Personnel	Incidents				Traffic				Hours Worked				
	Report	Card	Supp	Assist	Crash	Citation	Paper Service	Warrant Req	Arrest	Comp	Patrol	All Oth	Total
Bender, Douglas	0	0	0	5	0	0	0	0	0	16.00	0.00	0.00	16.00
Bills, John	4	26	2	6	0	0	0	1	1	35.00	53.00	13.00	101.00
Boczar, Nicholas	0	0	0	0	0	0	0	0	0	0.00	3.25	0.00	3.25
Bornia, Michael	0	0	0	0	0	0	0	0	0	0.00	2.00	0.00	2.00
Broman, William	1	0	1	0	0	0	0	0	0	12.50	2.00	0.00	14.50
Burkhart, Nicholas	0	0	0	0	0	0	0	0	0	0.75	0.00	0.00	0.75
Davison, Patrick	7	0	0	1	0	0	0	0	0	21.25	0.00	3.00	24.25
Dodds, Kenneth	12	45	7	20	3	0	0	4	1	65.50	88.00	14.50	168.00
Ellington, Jeffrey	0	0	0	6	0	0	0	0	0	5.50	4.00	0.00	9.50
Eyler, Ryan	0	0	0	1	0	0	0	0	0	0.25	0.00	6.00	6.25
Fleck, Madison	1	0	0	2	0	0	0	0	0	3.25	2.50	0.00	5.75
Flint, Dominic	0	1	0	1	0	0	0	0	0	3.00	0.00	5.25	8.25
Francisco, Brian	0	1	0	4	0	0	0	0	0	9.50	3.00	0.00	12.50
Galimberti, Enrico	0	1	0	1	0	0	0	0	0	0.75	1.50	6.25	8.50
George, Timothy	3	8	2	12	0	2	0	1	1	39.00	12.50	1.00	52.50
Gurganus, John	1	0	0	0	0	0	0	0	0	2.75	0.00	0.00	2.75
Henderson, Melissa	10	27	7	18	3	0	0	5	0	78.00	59.25	13.25	150.50
Hooper, Jeffrey	1	0	1	2	0	0	0	0	0	29.50	0.00	22.00	51.50
Krupp, Randall	10	19	5	11	0	0	0	1	1	33.50	66.00	34.50	134.00
Lewis, Curtis	18	25	12	17	2	1	3	6	3	69.50	68.50	38.00	176.00
Liedel, James	0	0	0	1	0	0	0	0	0	0.50	0.00	0.00	0.50
Linzie, Mary	10	18	3	6	2	2	0	0	0	33.00	77.75	39.75	150.50
Llewellyn, Jacob	2	9	2	5	0	0	0	0	0	24.00	0.00	0.00	24.00
McClain, Michael	0	0	0	0	0	0	0	0	0	3.50	0.00	0.00	3.50
Moody, Robert	0	1	0	3	0	0	0	0	0	18.75	3.50	108.00	130.25

Monroe County Sheriff's Office

Statistics Report

Bedford Contract, For Dates: 06-01-2020 to 06-30-2020

Personnel	Incidents				Traffic				Hours Worked				
	Report	Card	Supp	Assist	Crash	Citation	Paper Service	Warrant Req	Arrest	Comp	Patrol	All Oth	Total
Moore, David	0	0	0	0	0	0	0	0	0	0.00	1.00	0.00	1.00
Moore, Zachary	8	3	1	0	0	0	0	1	0	17.50	0.00	144.75	162.25
Parran, Art	1	0	0	2	1	0	0	0	0	1.75	0.25	0.00	2.00
Peters, Jeremy	0	0	0	0	0	0	0	0	0	0.00	0.00	6.75	6.75
Preadmore, Alec	0	0	0	0	0	0	0	0	0	0.00	0.00	4.50	4.50
Preadmore, Michael	0	0	0	0	0	0	0	0	0	15.00	0.00	0.00	15.00
Rachuba, Brian	11	27	1	24	1	0	1	3	1	54.50	118.50	11.50	184.50
Raymond, David	0	1	0	6	0	0	0	0	0	6.25	4.00	0.00	10.25
Reed, Kelsea	0	1	0	4	0	0	0	0	0	4.00	0.00	0.00	4.00
Shields, Lance	9	35	4	25	4	8	0	5	0	65.00	84.75	24.75	174.50
Straub, Zachary	14	40	5	10	2	2	2	3	0	87.50	74.75	14.75	177.00
Warren, Steven	11	35	5	9	4	11	0	7	1	56.00	52.75	19.25	128.00
Yeary, Chase	0	0	0	4	0	0	0	0	0	0.75	10.25	20.50	31.50



# MONROE COUNTY SHERIFF

100 EAST SECOND STREET, MONROE, MICHIGAN 48161-2163  
TELEPHONE: (734) 240-7400 · FAX: (734) 240-7480  
**EMERGENCY 911**

**Contract Service Summary**  
**Bedford Contract**  
**Patrol Type=Bedford Contract**  
*For Dates: 06/01/2020-06/30/2020*

### Incidents

Complaints:	416
Supplements:	52
Assists:	146
Paper Service:	6

### Traffic Related

Traffic Stops:	60
Crashes:	21
Citations:	24

### Apprehensions

Arrests:	8
Warrant Requests:	36

### Hours

Complaint Hours:	581.00
Patrol Hours:	738.25
Other Hours:	367.00
Total Hours:	1686.25

  
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Sheriff Dale Malone

#### •MISSION STATEMENT•

"TO SUPPRESS CRIMINAL ACTIVITY, MAINTAIN PUBLIC SAFETY AND PROMOTE PROFESSIONALISM WHILE RESPECTING THE CONSTITUTIONAL RIGHTS OF ALL INDIVIDUALS"

Monroe County Sheriff's Office

Statistics Report

Bedford Contract (Patrol Type = Bedford Contract), For Dates: 06-01-2020 to 06-30-2020

Personnel	Incidents				Traffic				Hours Worked				
	Report	Card	Supp	Assist	Crash	Citation	Paper Service	Warrant Req	Arrest	Comp	Patrol	All Oth	Total
Bills, John	4	25	2	6	0	0	0	0	1	34.00	48.00	12.00	94.00
Dodds, Kenneth	12	45	7	20	3	0	0	0	4	65.50	88.00	14.50	168.00
Henderson, Melissa	10	27	7	18	3	0	0	0	5	78.00	59.25	13.25	150.50
Krupp, Randall	10	19	5	11	0	0	0	0	1	33.50	66.00	34.50	134.00
Lewis, Curtis	18	25	12	17	2	1	3	6	3	69.50	68.50	38.00	176.00
Linzie, Mary	10	18	3	6	2	2	0	0	0	33.00	77.75	39.75	150.50
Moore, Zachary	8	3	1	0	0	0	0	0	1	17.50	0.00	144.75	162.25
Rachuba, Brian	11	27	1	24	1	0	1	3	1	54.50	118.50	11.50	184.50
Shields, Lance	9	35	4	25	4	8	0	5	0	65.00	84.75	24.75	174.50
Straub, Zachary	14	40	5	10	2	2	2	3	0	74.50	74.75	14.75	164.00
Warren, Steven	11	35	5	9	4	11	0	7	1	56.00	52.75	19.25	128.00