BEDFORD TOWNSHIP BOARD
December 4, 2012
7:00 P.M.
AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. RESOLUTIONS
5. CONSENT AGENDA
   Agenda Committee Reports:
   A) The Committee recommends to the Full Board to approve and place on file the
      Minutes of the November 20, 2012 Regular Meeting of the Bedford Township Board;
6. PUBLIC COMMENT (Comments limited to 2 minutes per individual)
7. REPORTS FROM STAFF:
   A) Discussion of Proposed Board Member Code of Conduct
   B) Discussion of Opening Board Meetings with Prayer
   C) Discussion of Holiday Office Closure Dates
   D) Discussion of Proposed Agenda Format Changes
8. OLD BUSINESS:
9. NEW BUSINESS:
   A) Request for Approval of Bills
   B) Request for Approval of TMACOG Annual Membership Fee for 2013
   C) Request for Approval of 2013 MCRC Contract for Road Improvements to Summerfield Road
      between Monroe and Consear Roads
   D) Request for Approval of 2013 MCRC Contract for Road Improvements to Lewis Avenue
      between Pickard Rauch Roads
   E) Request for Approval of 2013 MCRC Contract for Road Improvements to Douglas Road
      between Sterns Road and the Stateline
10. COMMENTS FROM THE PUBLIC (Comments limited to 5 minutes for each individual)
11. REPORT FROM TOWNSHIP BOARD MEMBERS
    ADJOURNMENT AT 10:00 P.M.
INFORMATION:
   A) Invitation to Carr's Grove Christmas Tree Lighting

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:

Greg W. Stewart, Township Supervisor
8100 Jackman Road, P.O. Box H
Temperance, MI 48182
Telephone: (734) 847-6791

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. Citizens must observe all of the rules that are set. Members of the public attending the
meetings of the governmental body DO NOT have the right to interrupt or heckle. During public
comment time, they have the right to ask to be heard by requesting permission of the body through
the Chair. All questions, comments and remarks must ALWAYS be addressed through the Chair.”
Public Comment time is just that—an opportunity for the public to comment. It is NOT a time for a
debate, exchange of ideas, or opportunity to harass board members, all of which will not be
permitted at Bedford Township Board meetings.
BEDFORD TOWNSHIP BOARD MINUTES
8100 JACKMAN ROAD, TEMPERANCE, MI 48182
November 20, 2012
7:00 pm

PRESENT:
Greg Stewart, Supervisor
Trudy Hershberger, Clerk
Paul Francis, Treasurer

Paul Pirrone, Trustee
Rick Steiner, Trustee
Nancy Tienvieri, Trustee

EXCUSED: Larry O’Dell, Trustee

The Regular Meeting of the Bedford Township Board was called to order by Stewart at 7:00 PM followed by the Pledge of Allegiance.

APPROVAL OF AGENDA – Motion was made by Steiner, seconded by Pirrone to approve the agenda as presented. Motion carried, unanimously

RESOLUTIONS/PROCLAMATIONS
REQUEST FOR APPROVAL OF SIGNATURE CHANGE RESOLUTIONS FOR BANK ACCOUNTS AT MONROE BANK & TRUST
Francis spoke, explaining approval of this resolution will allow the newly elected and appointed Treasurer and Deputy Treasurer, Clerk and Deputy Clerk to sign checks and handle banking transactions on the township’s accounts at Monroe Bank & Trust. Motion was made by Francis, seconded by Steiner to approve the signature change resolutions for bank accounts at Monroe Bank and Trust, as presented. Motion carried on a roll call vote as follows: Aye: Francis, Pirrone, Steiner, Tienvieri, Hershberger & Stewart. Nays: None. Excused: O’Dell

REQUEST FOR APPROVAL OF SIGNATURE CHANGE RESOLUTIONS FOR BANK ACCOUNT AT CITIZENS BANK
Francis spoke, explaining approval of this resolution will allow the newly elected and appointed Treasurer and Deputy Treasurer, to handle banking transactions on the township’s accounts at Citizens Bank. Motion was made by Francis, seconded by Hershberger to approve the signature change resolution for the bank account at Citizens Bank, as presented. Motion carried on a roll call vote as follows: Aye: Francis, Pirrone, Steiner, Tienvieri, Hershberger & Stewart. Nays: None. Excused: O’Dell

CONSENT AGENDA – Motion was made by Steiner, seconded by Pirrone to approve the consent agenda as published. Motion carried, unanimously.

PUBLIC COMMENTS
Jason Sheppard, 7235 Bent Creek – congratulated new board members and as County Commissioner District 8 offered to assist the board members if needed.
Tom Henry, Holland Ohio – stated he owns property on Samaria Road and stated he is against a cell tower being approved in that area.

REPORTS FROM STAFF
REQUEST FOR APPROVAL OF MCRC CONTRACT FOR ROAD IMPROVEMENTS – MONTEVALLO SUBDIVISION
Hershberger stated this contract from Monroe County Road Commission is for an overband crackfill on the roads in the Montevallo Subdivision. The amount for the contract is $3,692.00 which was prepaid to the Township by the Montevallo Home Owners. Motion was made by
Hersberger, seconded by Francis to approve the contract between the Monroe County Road Commission and Bedford Township Hall for repairs to the roads in Montevallo Subdivision in the amount of $3,692.00 which has been prepaid by the Montevallo Home Owners, as presented. Motion carried on a roll call vote as follows: Aye: Francis, Pirrone, Steiner, Tienvieri, Hersberger & Stewart. Nays: None. Excused: O'Dell

REQUEST FOR APPROVAL OF TOWNSHIP MEETING DATES FOR 2013
Hersberger stated this is the proposed Bedford Township Board meeting date listing for 2013. Township Board meetings will fall on the 1st and 3rd Tuesdays of each month, except for January 2013 which, due to the holiday, these meetings will fall on the 2nd and 4th Tuesdays. On the page before you are the holidays that the township will be closed. This is simply information for the board members and the public. Motion was made by Hersberger, seconded by Steiner to approve the 2013 meeting dates for the township board, as presented. Motion carried, unanimously.

NEW BUSINESS –
REQUEST FOR APPROVAL OF BILLS
Motion was made by Hersberger, seconded by Francis to approve the following vouchers for payment: General Fund-$63,123.05, Fire District-$8,784.73, Police Fund-$167.93, Park Fund-$1,569.16, Cemetery Operating Fund-$700.71, Transit System Fund-$31,750.00, Metro Act Fund-$22,616.00, Library Operating Fund-$997.75, EDC Fund-$548.00, Enchanted Forest Debt Fund-$16,693.88, Springfield Debt Fund-$1,054.20, DDA Fund-$1,170.00, Sewer Operation & Main. Fund-$384,857.43, & Trust & Agency Fund-$378.50, for a total of $534,411.34. Motion carried on a roll call vote as follows: Aye: Francis, Pirrone, Steiner, Tienvieri, Hersberger & Stewart. Nays: None. Excused: O'Dell

REQUEST FOR APPROVAL OF ADMINISTRATIVE ASSISTANT TO THE SUPERVISOR POSITION AND SALARY
Stewart spoke, requesting the board approve the hiring of Kim Pollins as Administrator to the Supervisor, effective November 20, 2012, at an annual salary of $35,000 plus benefits. This salary is consistent with the salaries of the other Administrative Assistants working in the township. Motion was made by Tienvieri seconded by Steiner to approve the hiring of Kim Pollins as Administrative Assistant to the Supervisor at a salary of $35,000 plus benefits, as presented. Motion carried on a roll call vote as follows: Aye: Francis, Pirrone, Steiner, Tienvieri, Hersberger & Stewart. Nays: None. Excused: O'Dell

COMMENTS FROM THE PUBLIC
Mark Ellsworth, 1421 Winding Way, congratulated new board members and mentioned the need to support small businesses in the community and be aggressive and move forward.

REPORT FROM TOWNSHIP BOARD MEMBERS
Tienvieri – commented on prayer before board meetings, trustee pension fund issues, board members photos, the township newsletter, the personnel manual, delivery of board packets, and staffing questions.
Pirrone – stated he was glad to be on the board and mentioned small business issues, proposed a farmers market and magistrates offices at township hall.
Steiner – commented on excessive noise from trash pickup at Hickory Creek, possible traffic light at Hickory Creek entrance, electronic board packets, and revamping boards & committee appointments.

Francis – commented on his first day on the job, the great staff he has to work with, going forward with a debit/credit payment system, and new cash receipt system.

Hershberger – stated the new website is up and running. She also said there will be more information placed on it, but it is a work in progress. She is hoping to have the complete board meeting packet on the website for the next meeting. Also mentioned the Township Hall will be closed this Thursday and Friday to observe the Thanksgiving Holiday and wished everyone a nice Thanksgiving Day.

Stewart – stated goals of changing the agenda format & electronic board packets, is meeting with department heads, thanked Walt Wilburn for his assistance and wished everyone a Happy Thanksgiving.

ADJOURNMENT
The meeting adjourned at 8:10 p.m.

Trudy L. Hershberger  Garnet Francis
Bedford Township Clerk    Deputy Clerk/Recording Secretary
Board Member Code of Conduct

Board members shall:

- Attend as many Board meetings as possible and become informed concerning issues to be discussed, and shall inform the Supervisor of any impending absences from a Board meeting;
- Exercise his or her obligation to vote upon the question unless a conflict of interest is present;
- Adopt policy only after full discussion of the issues at public Board meetings;
- Encourage the free expression of opinion by all Board members, and seek systematic communications between the Board and the community;
- Work with other Board members to establish effective policy and to delegate authority for the administration of the township to the superintendent/manager;
- Communicate to other Board members and the superintendent/manager public reaction to Board policy and township programs;
- Become informed about current township government issues by individual study and through participation in programs providing needed information, such as those sponsored by the Michigan Townships Association;
- Support the employment of those persons best qualified to serve as township staff and insist on a regular impartial evaluation of all staff;
- Avoid being placed in a position of conflict of interest and refrain from using the Board position for personal or partisan gain; and
- Take no action that will compromise the Board or the township staff and respect the confidentiality of information that is privileged under applicable law.
Principles of Governance Excellence

The Michigan Townships Association Board of Directors has adopted the following suggested Principles of Governance Excellence as approaches to township government to which township officials may aspire. Individual township boards are invited to adopt these principles as their own:

To maintain the high standards and traditions of Michigan townships, we embrace these dynamic principles of governance excellence to guide our stewardship, deliberations, constituent services and commitment to safeguard our community's health, safety and general welfare.

We pledge to:

- Insist on the highest standards of ethical conduct by all who act on behalf of this township;
- Bring credit, honor and dignity to our public offices through collegial board deliberations and through diligent, appropriate responses to constituent concerns;
- Actively pursue education and knowledge, and to embrace best practices;
- Treat all persons with dignity, respect and impartiality; without prejudice or discrimination;
- Practice openness and transparency in our decisions and actions;
- Cooperate in all reasonable ways with other government entities and to consider the impact our decisions may have outside our township's borders;
- Communicate to the public township issues, challenges and successes, and welcome the active involvement of stakeholders to further the township's well being;
- Strive for compliance with state and federal statutory requirements;
- Refuse to participate in any decisions or activities for personal gain, at the expense of the best interests of the township;
- Further the understanding of the obligations and responsibilities of American citizenship, democratic government and freedom.

These principles we pledge to our citizens, our state, and to our country.

(Note that these principles are not necessarily statutory requirements, but represent standards for representative and responsive township government.)
BEDFORD TOWNSHIP
ETHICS POLICY

Bedford Township, Monroe County, Michigan, has adopted a Code of Ethics which provides practical guidelines for ethical decision making which is applicable to all Township representatives (elected, appointed, full or part-time employees) of the Township.

It is the Board of Trustee's decision that any business conducted and/or decisions of an ethical nature be based on the following criteria:

➢ A Township representative shall not divulge to an unauthorized person confidential information acquired in the course of employment or township representation in advance of the time prescribed for its authorized release to the public.

➢ A Township representative shall not represent his or her personal opinion as that of the Township of Bedford.

➢ A Township representative shall use personnel, resources, property and funds under the officer's or employee's official care and control judiciously and solely in accordance with prescribed constitutional, statutory and regulatory procedures, and not for personal gain or benefit.

➢ A Township representative shall not solicit or accept a gift or loan of money, goods, services or other thing of value for the benefit of a person or organization, which would influence the manner in which he/she performs official duties.

➢ A Township representative shall not engage in a business transaction in which he/she may profit from his or her official position or authority or benefit financially from confidential information which the Township representative or employee has obtained or may obtain by reason of that position or authority.

➢ A Township representative shall not engage in or accept employment or render services for a private or public interest when that employment or service is in conflict with the discharge of the his/her official duties, or when that employment will impair his or her independence of judgment or action in the performance of official duties.

➢ A Township representative shall not participate in the negotiation or execution of contracts, making of loans, granting of subsidies, fixing of rates, issuance of permits or certificates, or other regulations or supervision relating to a business entity in which he/she has a financial or personal interest.
WITNESS THIS OUR HANDS AND SEAL ON THIS 21st DAY OF DECEMBER, 1999

BY ORDER OF THE BEDFORD TOWNSHIP BOARD

Nancy J. Tienvieri
Nancy J. Tienvieri, Township Clerk

ATTEST:

R. LaMar Frederick, Township Supervisor

STATE OF MICHIGAN 
COUNTY OF MONROE 

I, Nancy J. Tienvieri, Clerk of Bedford Township, do hereby certify that the foregoing Resolution was adopted by the Bedford Township Board at a Board Meeting held on December 21, 1999.

Vote on said Resolution 7 members being present and 0 members being absent was as follows:

In Favor of the Resolution: 7
Against the Resolution: 0
Abstaining: 0

12/29/99
Date

Nancy J. Tienvieri, CMC
Bedford Township Clerk
MEMORANDUM

TO: GREG STEWART
FROM: NANCY TIENVIERI
SUBJECT: AGENDA ITEM FOR 12/4/2012 TOWNSHIP BOARD MEETING
DATE: 11/28/2012
CC:

I am requesting that the Bedford Township Board open our meetings not only with the Pledge of Allegiance, but also a prayer. Many governmental bodies including the United States Congress and Senate open in prayer. It seems to provide a sense of unity and community to the meetings.

Bedford has many area churches and Pastors who would be willing to come to our meeting and provide an opening prayer. This too would bring community to our meetings. I am willing to set up a schedule and make the calls to invite them so this would not be a burden on any of the office staff.
MEMO: 11-28-2012
Subject: Holiday Office Closure Dates

It has been requested that we have further discussion regarding the days that Township Hall is closed for Holidays.

Presently the paid Holidays are:
New Year’s Day
Martin Luther King’s Day
Presidents Day
Good Friday (Half Day)
Memorial Day
Independence Day
Labor Day
Veteran’s Day
Thanksgiving Day
Friday after Thanksgiving
Christmas Eve
Christmas Day
New Year’s Eve

These days have been in effect since 1994 with the exception of Veteran’s Day added after 9-11.

I have also put it on Proposed Actions if the board would care to move forward with changes.

Greg Stewart
BEDFORD TOWNSHIP BOARD
December 4, 2012
7:00 P.M.
AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. CONSENT AGENDA
   Agenda Committee Reports:
   A) The Committee recommends to the Full Board to approve and place on file the Minutes of the
      November 20, 2012 Regular Meeting of the Bedford Township Board;

5. OLD BUSINESS:
   A) Discussion of Opening Board Meetings with Prayer
   B) Discussion of Holiday Office Closure Dates
   C) Discussion of Proposed Agenda Format Changes

6. NEW BUSINESS:
   A) Discussion of Proposed Board Member Code of Conduct

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

8. PROPOSED BOARD ACTIONS
   A) Request for a Motion to Approve Payment of Bills
   B) Request for a Motion to Approve TMACOG Annual Membership Fee for 2013
   C) Request for a Motion to Approve 2013 MCRC Contract for Road Improvements to Summerfield Road between Monroe and Consear Roads
   D) Request for a Motion to Approve: 2013 MCRC Contract for Road Improvements to Lewis Avenue between Pickard Ranch Road.
   E) Request for a Motion to Approve: 2013 MCRC Contract for Road Improvements to Douglas Road between Sterns Road and the State Line
   F) Request for a Motion to Approve: Opening Board Meetings with Prayer
   G) Request for a Motion to Approve: Changes in Holiday Closure Dates

9. COMMENTS FROM THE PUBLIC (Comments limited to 2 minutes for each individual)

10. COMMENTS FROM TOWNSHIP BOARD MEMBERS
    ADJOURNMENT AT 10:00 P.M.

INFORMATION:
   A) Invitation to Carr's Grove Christmas Tree Lighting

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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. Thank you for your participation.
<table>
<thead>
<tr>
<th>CODE</th>
<th>DATE/PAGE</th>
<th>AMOUNT</th>
<th>TOTAL</th>
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</thead>
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<tr>
<td>101 GENERAL FUND</td>
<td>12/5/2012/ pg. 5</td>
<td>$82,665.36</td>
<td>$82,665.36</td>
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<td>206 FIRE DISTRICT</td>
<td>12/5/2012/ pg. 6</td>
<td>$6,154.94</td>
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<td>207 POLICE FUND</td>
<td>12/5/2012/ pg. 6</td>
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<td>208 PARK FUND</td>
<td>12/5/2012/ pg. 6</td>
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<td>271 LIBRARY OPERATING FUND</td>
<td>12/5/2012/ pg. 7</td>
<td>$17,398.87</td>
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<tr>
<td>274 ECONOMIC DEVELOPMENT</td>
<td>12/5/2012/ pg. 7</td>
<td>$144.68</td>
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<td>291 WATER REVENUE FUND</td>
<td>12/5/2012/ pg. 7</td>
<td>$2,800.00</td>
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<td>298 REHAB FUND</td>
<td>12/5/2012/ pg. 7</td>
<td>$4,942.00</td>
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<td>307 CANTERBURY FOREST FUND</td>
<td>12/5/2012/ pg. 7</td>
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<td>494 DOWNTOWN DEV AUTH FUND</td>
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<td>590 SEWER O &amp; M FUND</td>
<td>12/5/2012/ pg. 8</td>
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<tr>
<td>701 TRUST &amp; AGENCY FUND</td>
<td>12/5/2012/ pg. 8</td>
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<td><strong>Grand Total</strong></td>
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INVOCICE

TOLEDO METROPOLITAN AREA COUNCIL OF GOVERNMENTS
P.O. Box 9508
Toledo, Ohio 43697-9508
(419) 241-9155

November 6, 2012

Mr Lawrence R O'Dell
Trustee
Township of Bedford
7264 Cinden Rd.
Temperance MI 48182

2013 Membership Fees For
Township of Bedford

$4,849

Thank you for your 2013 membership. We know 2013 will prove to be a prosperous and productive year. Our staff will be looking forward to working with you.

For your information, the below amount is for membership fees with TMACOG and results from contractual arrangements associated with membership.

The amount is set by the Board of Trustees according to the adopted By-laws that were approved at its regular meeting on June 8, 2011 and is payable upon your receiving this invoice.

The rate is based on the type of organization shown below:

GENERAL PURPOSE GOVERNMENT
2010 Population Base
2011 Valuation Base
.175 x Population x 65%
+.0000175 x Valuation x 35%

31,085
1,006,006,263

$4,849

(PLEASE RETURN ONE COPY OF THIS INVOICE WITH YOUR REMITTANCE)

Cc David Manning, Finance Director
Walter C Wilburn, Supervisor
## Environmental Planning

**Purpose:** To improve the environmental quality of the TMACOG region by providing technical expertise and a regional forum for our members and stakeholders.

<table>
<thead>
<tr>
<th>Committee</th>
<th>Frequency</th>
<th>Date(s)</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Air Quality Committee</td>
<td>3rd Wednesday</td>
<td>Jan/Mar/May/Jul/Sep/Nov</td>
<td>8:00-9:30 a.m</td>
<td>TMACOG Boardroom</td>
</tr>
<tr>
<td>Environmental Council</td>
<td>4th Thursday</td>
<td>Jan/Mar/May/Jul/Sep/Nov</td>
<td>1:30-3:00 p.m</td>
<td>TMACOG Boardroom</td>
</tr>
<tr>
<td>Portage River Basin Council</td>
<td>Quarterly</td>
<td>Jan/Apr/Jul/Oct 1st Thursday</td>
<td>2:00-3:30 p.m</td>
<td>On site</td>
</tr>
<tr>
<td>Stormwater Coalition (SWC)</td>
<td>Quarterly</td>
<td>Feb/Apr/Jun/Aug/Oct/Dec 3rd Thursday</td>
<td>1:30-3:00 p.m</td>
<td>TMACOG Boardroom</td>
</tr>
<tr>
<td>Swan Creek Watershed Committee</td>
<td>Quarterly</td>
<td>Jan/Apr/Jul/Oct 2nd Thursday</td>
<td>3:00-4:30 p.m</td>
<td>Lucas County Sanitary Engineer's Office</td>
</tr>
<tr>
<td>Wolf Creek Committee</td>
<td>Quarterly</td>
<td>At the call of the members</td>
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</tbody>
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## Transportation Planning

**Purpose:** To achieve a sustainable and seamless intermodal transportation system, we will have both the recognized regional convener of all transportation stakeholders within the region and one of the stakeholders that has a role in providing transportation services.

<table>
<thead>
<tr>
<th>Committee</th>
<th>Frequency</th>
<th>Date(s)</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>Freight Committee</td>
<td>4th Wednesday</td>
<td>Jan/Mar/May/Jul/Sep/Nov</td>
<td>11:00 a.m.</td>
<td>TMACOG Boardroom</td>
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<tr>
<td>Pedestrian and Bikeways Committee</td>
<td>Quarterly</td>
<td>Jan/Apr/Jul/Oct 3rd Tuesday</td>
<td>8:00-9:30 a.m</td>
<td>TMACOG Boardroom</td>
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<tr>
<td>Planning Committee</td>
<td>Quarterly</td>
<td>Feb/Apr/Jun/Aug/Oct/Dec 3rd Tuesday</td>
<td>1:30-3:00 p.m</td>
<td>TMACOG Boardroom</td>
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<tr>
<td>Public Transit &amp; Passenger Rail</td>
<td>Quarterly</td>
<td>Feb/May/Aug/Nov 3rd Wednesday</td>
<td>2:30-4:00 p.m</td>
<td>TMACOG Boardroom</td>
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<tr>
<td>System Performance and Monitoring Committee</td>
<td>Quarterly</td>
<td>Jan/Mar/May/Jul/Sep/Nov 2nd Thursday</td>
<td>3:00-4:30 p.m</td>
<td>TMACOG Boardroom</td>
</tr>
<tr>
<td>Transportation Council</td>
<td>1st Wednesday</td>
<td>Jan/Mar/May/Jul/Sep/Nov</td>
<td>3:00-4:30 p.m</td>
<td>TMACOG Boardroom</td>
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<tr>
<td>Transportation Enhancement Committee</td>
<td>Quarterly</td>
<td>Jan/Apr/Jul/Oct 3rd Thursday</td>
<td>10:00-11:30 a.m</td>
<td>TMACOG Boardroom</td>
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<tr>
<td>Transportation Improvement Program Committee</td>
<td>4th Monday</td>
<td>Jan/Mar/May/Jul/Sep/Nov</td>
<td>1:30-3:00 p.m</td>
<td>TMACOG Boardroom</td>
</tr>
<tr>
<td>Wabash Cannonball Corridor Coordinating Committee</td>
<td>Annually</td>
<td>1st Thursday in March</td>
<td>3:00-4:30 p.m</td>
<td>City of Maumee</td>
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<tr>
<td>Westside Corridor Coordinating Committee</td>
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## Administrative Committees

<table>
<thead>
<tr>
<th>Committee</th>
<th>Frequency</th>
<th>Date(s)</th>
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<th>Location</th>
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<tr>
<td>Board of Trustees</td>
<td>Quarterly</td>
<td>Mar/Jun/Oct/Dec</td>
<td>1:30-3:00 p.m</td>
<td>TMACOG Boardroom</td>
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<tr>
<td>Communications Committee</td>
<td></td>
<td>Feb/Apr/Jun/Aug/Oct/Dec 1st Thursday</td>
<td>12:00-1:30 p.m</td>
<td>TMACOG Library</td>
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<tr>
<td>Executive Committee</td>
<td></td>
<td>3rd Wednesday</td>
<td>12:00-1:30 p.m</td>
<td>TMACOG Boardroom</td>
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<tr>
<td>Finance, Audit &amp; Administration Committee</td>
<td>Quarterly</td>
<td>Feb/May/Aug/Nov 2nd Wednesday</td>
<td>2:30-4:00 p.m</td>
<td>TMACOG Boardroom</td>
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<tr>
<td>Leadership Development Committee</td>
<td></td>
<td>2nd Friday</td>
<td>8:30-10:00 a.m</td>
<td>TMACOG Library</td>
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<tr>
<td>Membership Committee</td>
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<td>2nd Monday</td>
<td>4:00-5:30 p.m</td>
<td>TMACOG Library</td>
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<tr>
<td>General Assembly Planning Committee</td>
<td></td>
<td>2nd Friday</td>
<td>10:00-11:30 a.m</td>
<td>TMACOG Boardroom</td>
</tr>
</tbody>
</table>

Toledo Metropolitan Area Council of Governments
Mr Walter C Wilburn  
Township of Bedford  
8100 Jackman Rd.  
P.O. Box H  
Temperance MI 48182-0607

Dear TMACOG Member:

Thank you for your on-going support of TMACOG and the work that you continue to do in northwest Ohio and southeast Michigan.

Right now, our state and federal governments are requiring additional regional collaboration for funding needed for infrastructure and basic services. Because of TMACOG’s long history of non-partisan cooperation and partnership across state borders, our members have excellent support and are well-positioned to react to these initiatives.

TMACOG continues to provide value to members. We have retained about 95% of all members over the last several years and we have added new members, particularly schools, environmental agencies, and private businesses.

Your membership provides tangible benefits. Here are some of the services we’ve offered since your last renewal:

- Several TMACOG Tech sessions have provided valuable, free, professional development for all members. Topics covered included:
  - State and Federal Grant Opportunities for Governments and Schools
  - Ohio’s Sunshine Laws
  - Economic Development Tools
  - Shared Services and Regional Collaboration
- The 2012 Ohio Conference on Freight, with growing attendance, demonstrates TMACOG’s leadership in transportation issues.
- Important environmental milestones were reached including de-listing parts of the Ottawa River and the beginning of a long-planned treatment wetlands at Maumee Bay State Park
- TMACOG continues to facilitate the process and provide practical help to members working to develop a Regional Water Authority in northwest Ohio.

Our Vision: TMACOG will be the governmental partner of choice to coordinate regional assets, opportunities, and challenges.
November 6, 2012
Page 2

- The addition of more frequent caucus sessions which increased discussion among member peer groups.

Thank you for your membership. Your active participation in TMACOG is vital to our region’s ability to respond to challenges and opportunities. We are confident there is a TMACOG council or committee where your interests and expertise would be valuable. Enclosed is a complete list of all TMACOG councils and committees for your consideration. Please contact the staff member listed for more information. We look forward to seeing all members at the TMACOG General Assembly on Tuesday, January 29, 2013.

Sincerely,

Brian A. Paskvan
A.V.P., Organizational Development
Owens Community College
Chair, TMACOG Membership Committee

Carol A. Contrada
Commissioner, Lucas County
Chair, TMACOG

BAP:CAC:MPM:ja

Enclosure: 2013 Membership Dues Invoice
List of TMACOG Councils and Committees
Memo

To: Township Board

From: Greg Stewart, Supervisor

cc:

Date: 11/29/2012

Re: Contract with MCRC for Road Repair to Summerfield Road between Monroe and Consear

Attached is a contract with the Monroe County Road Commission for milling with multi overlay, drainage improvements, shoulders, signing and pavement marking for Summerfield Road between Monroe and Consear. As you can see from the contract, the total cost of this project is estimated to be $298,220.00, with the townships portion only $51,800.00 of that cost. This work will be done in 2013.
MONROE COUNTY ROAD COMMISSION

2013 TOWNSHIP ROAD IMPROVEMENT CONTRACT

Township: Bedford
Project #: 

The Board of County Road Commissioners of Monroe County and the Township, in accordance with Act 51 of 1951, as amended, agree that the Board shall perform the Work described on the attached Probable Cost Form. On LOCAL ROAD projects, the Township shall pay its probable allocated portion of the actual cost of the Work which shall be based upon the actual materials, contract services, and 30% of equipment (fuel costs) and MCRC shall pay its allocated portion of the actual cost of the Work which shall be based upon the actual labor, 70% of equipment and overhead (up to 50% of the total cost of the project). On PRIMARY ROAD projects, the Township shall pay its probable allocated portion of the actual cost of the Work which shall be based upon the actual materials, contract services, and 30% of equipment (fuel costs) and MCRC shall pay its allocated portion of the actual cost of the Work which shall be based upon the actual labor, 70% of equipment and overhead. The Monroe County Road Commission (MCRC) shall determine when the work shall be scheduled and the manner of performance.

Road Name: Summerfield
Location: Monroe to Consear

The Total Probable Cost and its allocation among the Township, Road Commission, County of Monroe and others is:

<table>
<thead>
<tr>
<th>Payor</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Township</td>
<td>$51,800.00</td>
</tr>
<tr>
<td>Road Commission</td>
<td>$22,340.00</td>
</tr>
<tr>
<td>Other (Private, Federal, State, etc.)</td>
<td>$224,080.00</td>
</tr>
<tr>
<td><strong>TOTAL PROBABLE COST</strong></td>
<td><strong>$298,220.00</strong></td>
</tr>
</tbody>
</table>

Funding Source: ☑ Township ☑ Federal/State Aid ☑ MCRC ☐ Bond ☐ Other

Prior to the start of any project over $25,000, the Township is required to make a deposit of twenty-five percent (25%) of the total probable township cost of the project to the MCRC. The MCRC will forward an invoice to the Township prior to the commencement of the project.

The total probable project cost along with the Township's allocated portion of the total probable project cost is set forth above. Upon receipt of bids for the project by the MDOT or the MCRC, this Contract will be amended to reflect the actual bid amount and the Township's actual allocated portion thereof (which it is agreed and understood shall not exceed 110% of the Township's allocated portion of the total probable project cost). A contingency amount of an additional 10% of the actual contract amount is provided for unforeseen or variable project costs. In the event that the MDOT or the MCRC determines that the actual contract cost will exceed the contract bid amount, the MDOT or the MCRC will advise the Township Supervisor as soon as is practical. An increase in project costs exceeding 110% of the Township's allocated portion of the actual contract bid amount shall require prior Township Board approval.

The Township will receive monthly progress billings payable to the MCRC within thirty (30) days.

Approved:

[Signature]
Director of Planning/County Highway Engineer

[Date]
Steve Bouws
Project Coordinator Assigned

Approved by the Township Board on the ______ day of ____________________, 2013.

__________________________________________  __________________________
Supervisor Date Clerk

Approved by the Board of County Road Commissioners on the ______ of ________________, 2013.

__________________________________________  __________________________
Commissioner Date

Road Improvement Contract Form
Revised 11.1.2012
G:\General\Forms\Contract Forms\2013 Road Improvement Contract Form.1.2013
Page 1 of 2
Road Name: Summerfield  
Location: Monroe to Consear

Narrative Description of Scope of Work:
Mill w/Multi Overlay, Preliminary Engineering. Construction to include mill with multi overlay or other appropriate rehabilitation with drainage improvements, shoulders, signing, and pavement marking.

**Probable Costs:**

<table>
<thead>
<tr>
<th>Labor, Equipment, Materials, etc.</th>
<th>Probable Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preliminary Engineering</td>
<td>$14,950.00</td>
</tr>
<tr>
<td>Construction Engineering</td>
<td>$27,270.00</td>
</tr>
<tr>
<td>Roadway Construction</td>
<td>$256,000.00</td>
</tr>
</tbody>
</table>

**TOTAL PROBABLE COST**  
$298,220.00

Allocation of Total Probable Costs

Estimator  
Date

Estimator's Supervisor  
Date

MCRC Distribution List:
- [ ] Maintenance Div.
- [ ] Engineering Div.
- [ ] Finance Dept.
- [ ] Township
- [ ] Deputy Clerk

Road Improvement Contract Form  
Revised 11.1.2012  
G:\General\Forms\Contract Forms\2013 Road Improvement Contract Form.1.2013  
Page 2 of 2
Memo

To: Township Board

From: Greg Stewart, Supervisor

Date: 11/29/2012

Re: Contract with MCRC for Road Repair to Lewis Avenue between Pickard and Rauch Roads

Attached is a contract with the Monroe County Road Commission for mill, fill, widening, signing and pavement marking for Lewis Avenue between Pickard and Rauch Roads. As you can see from the contract, the total cost of this project is estimated to be $443,000.00, with the townships portion only $75,800.00 of that cost. This work will be done in 2013 and is part of a STPR project.
MONROE COUNTY ROAD COMMISSION
2013 TOWNSHIP ROAD IMPROVEMENT CONTRACT

Township: Bedford
Project #: 459-002-120792

The Board of County Road Commissioners of Monroe County and the Township, in accordance with Act 51 of 1951, as amended, agree that the Board shall perform the Work described on the attached Probable Cost Form. On LOCAL ROAD projects, the Township shall pay its probable allocated portion of the actual cost of the Work which shall be based upon the actual materials, contract services, and 30% of equipment (fuel costs) and MCRC shall pay its allocated portion of the actual cost of the Work which shall be based upon the actual labor, 70% of equipment and overhead (up to 50% of the total cost of the project). On PRIMARY ROAD projects, the Township shall pay its probable allocated portion of the actual cost of the Work which shall be based upon the actual materials, contract services, and 30% of equipment (fuel costs) and MCRC shall pay its allocated portion of the actual cost of the Work which shall be based upon the actual labor, 70% of equipment and overhead. The Monroe County Road Commission (MCRC) shall determine when the work shall be scheduled and the manner of performance.

Road Name: Lewis
Location: Pickard to Rauch

The Total Probable Cost and its allocation among the Township, Road Commission, County of Monroe and others is:

<table>
<thead>
<tr>
<th>Payor</th>
<th>Probable Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Township</td>
<td>$ 75,800.00</td>
</tr>
<tr>
<td>Road Commission</td>
<td>$ 19,360.00</td>
</tr>
<tr>
<td>Other (Private, Federal, State, etc.)</td>
<td>$ 347,840.00</td>
</tr>
<tr>
<td><strong>TOTAL PROBABLE COST</strong></td>
<td><strong>$ 443,000.00</strong></td>
</tr>
</tbody>
</table>

Funding Source: ☑ Township ☑ Federal/State Aid ☑ MCRC ☐ Bond ☐ Other

Prior to the start of any project over $25,000, the Township is required to make a deposit of twenty-five percent (25%) of the total probable township cost of the project to the MCRC. The MCRC will forward an invoice to the Township prior to the commencement of the project.

The total probable project cost along with the Township’s allocated portion of the total probable project cost is set forth above. Upon receipt of bids for the project by the MDOT or the MCRC, this Contract will be amended to reflect the actual bid amount and the Township’s actual allocated portion thereof (which it is agreed and understood shall not exceed 110% of the Township’s allocated portion of the total probable project cost). A contingency amount of an additional 10% of the actual contract amount is provided for unforeseen or variable project costs. In the event that the MDOT or the MCRC determines that the actual contract cost will exceed the contract bid amount, the MDOT or the MCRC will advise the Township Supervisor as soon as is practical. An increase in project costs exceeding 110% of the Township’s allocated portion of the actual contract bid amount shall require prior Township Board approval.

The Township will receive monthly progress billings payable to the MCRC within thirty (30) days.

Approved:

[Signature]
Director of Planning/County Highway Engineer

[Signature]
Date
Frank Westinkirchner
Project Coordinator Assigned

Approved by the Township Board on the _____ day of ____________, 2013.

Supervisor ___________________________ Date ___________________________
Clerk ___________________________ Date ___________________________

Approved by the Board of County Road Commissioners on the _____ of ____________, 2013.

[Signature]
Commissioner

Road Improvement Contract Form
Revised 11.1.2012
G:\General\Forms\Contract Forms\2013 Road Improvement Contract Form.1.2013
MONROE COUNTY ROAD COMMISSION  
2013 PROBABLE COST FORM FOR TOWNSHIP CONTRACT

<table>
<thead>
<tr>
<th>Road Name: Lewis</th>
<th>Location: Pickard to Rauch</th>
</tr>
</thead>
</table>

Narrative Description of Scope of Work:
Preliminary Engineering, Mill & Fill, Widen. Design for 2013 STPR project. Project to include mill & fill w/widening, signing and pavement marking.

Probable Costs:

<table>
<thead>
<tr>
<th>Labor, Equipment, Materials, etc.</th>
<th>Probable Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preliminary Engineering</td>
<td>$20,300.00</td>
</tr>
<tr>
<td>Construction Engineering</td>
<td>$44,700.00</td>
</tr>
<tr>
<td>Roadway Construction</td>
<td>$378,000.00</td>
</tr>
</tbody>
</table>

**TOTAL PROBABLE COST** $443,000.00

Allocation of Total Probable Costs

Estimator ___________________________ Date __________

Estimator's Supervisor ___________________________ Date __________

MCRC Distribution List:
- [ ] Maintenance Div.
- [ ] Engineering Div.
- [ ] Finance Dept.
- [ ] Township
- [ ] Deputy Clerk

Road Improvement Contract Form  
Revised 11.1.2012  
G:/General/Forms/Contract Forms/2013 Road Improvement Contract Form.1.2013  
Page 2 of 2
Memo

To: Township Board

From: Greg Stewart, Supervisor

CC:

Date: 11/29/2012

Re: Contract with MCRC for Road Repair to Douglas Road between Sterns Road and the state line

Attached is a contract with the Monroe County Road Commission for microsurfacing and pavement marking for Douglas Road between Sterns and the state line. As you can see from the contract, the total cost of this project is estimated to be $71,130.00, with the townships portion only $12,200.00 of that cost. This work will be done in 2013 and is part of a STPR project.
MONROE COUNTY ROAD COMMISSION
2013 TOWNSHIP ROAD IMPROVEMENT CONTRACT

The Board of County Road Commissioners of Monroe County and the Township, in accordance with Act 51 of 1951, as amended, agree that the Board shall perform the Work described on the attached Probable Cost Form. On LOCAL ROAD projects, the Township shall pay its probable allocated portion of the actual cost of the Work which shall be based upon the actual materials, contract services, and 30% of equipment (fuel costs) and MCRC shall pay its allocated portion of the actual cost of the Work which shall be based upon the actual labor, 70% of equipment and overhead (up to 50% of the total cost of the project). On PRIMARY ROAD projects, the Township shall pay its probable allocated portion of the actual cost of the Work which shall be based upon the actual materials, contract services, and 30% of equipment (fuel costs) and MCRC shall pay its allocated portion of the actual cost of the Work which shall be based upon the actual labor, 70% of equipment and overhead. The Monroe County Road Commission (MCRC) shall determine when the work shall be scheduled and the manner of performance.

Road Name: Douglas

Location: Stateline to Sterns

The Total Probable Cost and its allocation among the Township, Road Commission, County of Monroe and others is:

<table>
<thead>
<tr>
<th>Payor</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Township</td>
<td>$12,200.00</td>
</tr>
<tr>
<td>Road Commission</td>
<td>$6,050.00</td>
</tr>
<tr>
<td>Other (Private, Federal, State, etc.)</td>
<td>$52,880.00</td>
</tr>
<tr>
<td>TOTAL PROBABLE COST</td>
<td>$71,130.00</td>
</tr>
</tbody>
</table>

Funding Source: Township, Federal/State Aid, MCRC

Prior to the start of any project over $25,000, the Township is required to make a deposit of twenty-five percent (25%) of the total probable township cost of the project to the MCRC. The MCRC will forward an invoice to the Township prior to the commencement of the project.

The total probable project cost along with the Township’s allocated portion of the total probable project cost is set forth above. Upon receipt of bids for the project by the MDOT or the MCRC, this Contract will be amended to reflect the actual bid amount and the Township's actual allocated portion thereof (which it is agreed and understood shall not exceed 110% of the Township's allocated portion of the total probable project cost). A contingency amount of an additional 10% of the actual contract amount is provided for unforeseen or variable project costs. In the event that the MDOT or the MCRC determines that the actual contract cost will exceed the contract bid amount, the MDOT or the MCRC will advise the Township Supervisor as soon as is practical. An increase in project costs exceeding 110% of the Township's allocated portion of the actual contract bid amount shall require prior Township Board approval.

The Township will receive monthly progress billings payable to the MCRC within thirty (30) days.

Approved:

[Signature]
Director of Planning/County Highway Engineer

[Date]
Frank Westinkirchner
Project Coordinator Assigned

Approved by the Township Board on the _____ day of __________________, 2013.

Supervisor __________________ Date __________________

Clerk __________________ Date __________________

Approved by the Board of County Road Commissioners on the _____ day of __________________, 2013.

[Signature]
Commissioner

Road Improvement Contract Form
Revised 11.1.2012
G:\General\Forms\Contract Forms\2013 Road Improvement Contract Form.1.2013
Road Name: Douglas  
Location: State Line to Sterns  

Narrative Description of Scope of Work:  
Preliminary Engineering, Microsurfacing. Design and construction for 2013 STPU project. Project to include microsurfacing and pavement marking.

**Probable Costs:**

<table>
<thead>
<tr>
<th>Labor, Equipment, Materials, etc.</th>
<th>Probable Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preliminary Engineering</td>
<td>$4,260.00</td>
</tr>
<tr>
<td>Construction Engineering</td>
<td>$5,870.00</td>
</tr>
<tr>
<td>Roadway Construction</td>
<td>$61,000.00</td>
</tr>
</tbody>
</table>

**TOTAL PROBABLE COST**  
$71,130.00

Allocation of Total Probable Costs

Estimator  

Date  

Estimator's Supervisor  

Date  

MCRC Distribution List:
- Maintenance Div.
- Engineering Div.
- Finance Dept.
- Township
- Deputy Clerk

Road Improvement Contract Form  
Revised 11.1.2012  
G:/General/Forms/Contract Forms/2013 Road Improvement Contract Form.1.2013  
Page 2 of 2
Baldwin Township Park Board
Templeiace Firefighters Association
Templeiace Action Committee

Brought to you by

To be donated to the Goodfellows Christmas Baskets
Accepting Monetary Donations, New Toys, Non-Potable Food Items

Merry Christmas
Wonderful Christmas Event
Everyone Come Join Us and Celebrate This

Tree Lighting Ceremony with Santa approximately 5:00 P.M.
Live Christmas Music by the Band Fossil Creek

**Childrens Pictures Taken With Santa**
Santa will arrive by Fire Truck

3:00 P.M. – 5:00 P.M.
Sunday, December 24
Car's Grove Community Center
Santa is Coming