



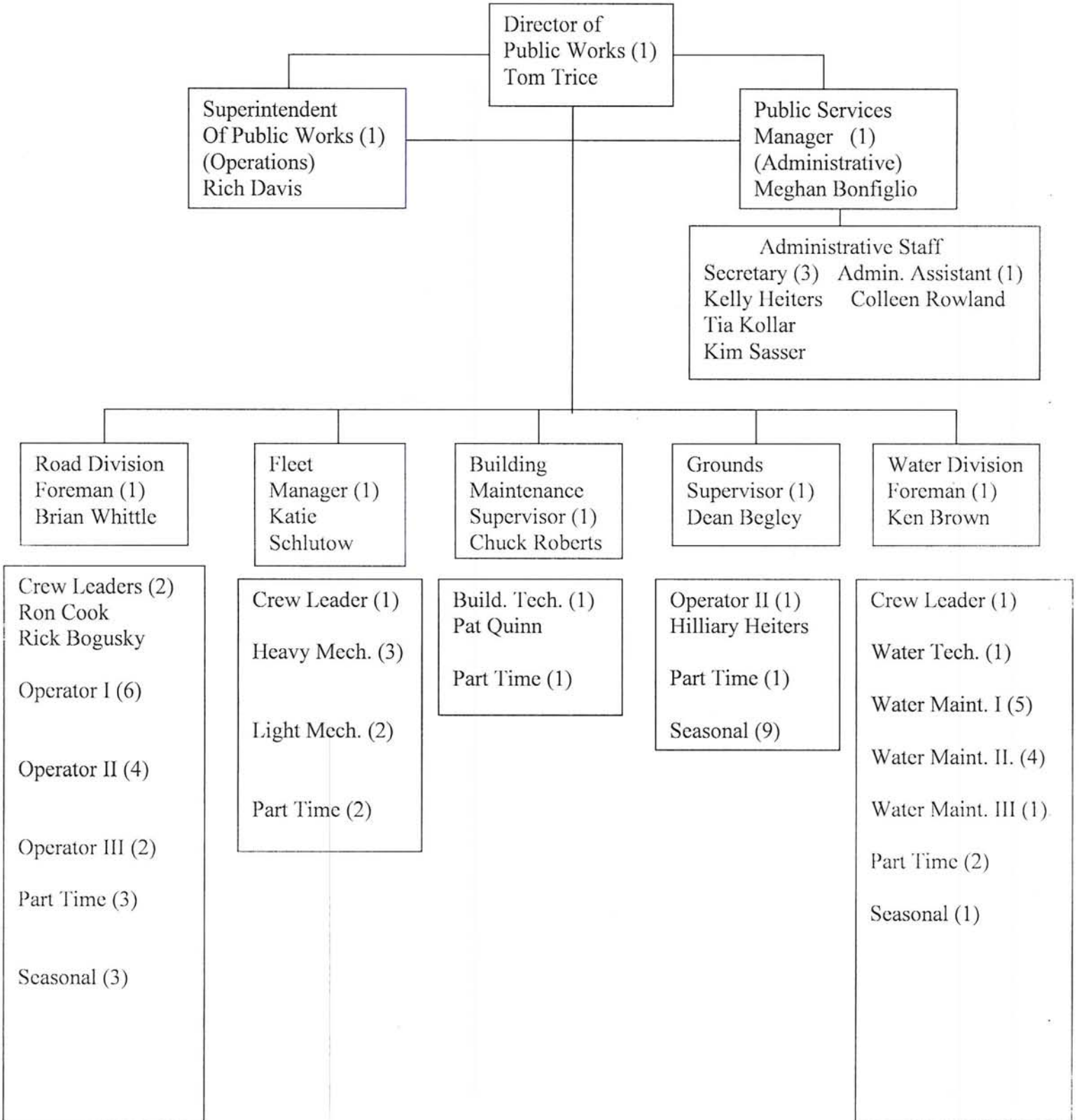
2009 Annual Report



BLOOMFIELD TOWNSHIP PUBLIC WORKS

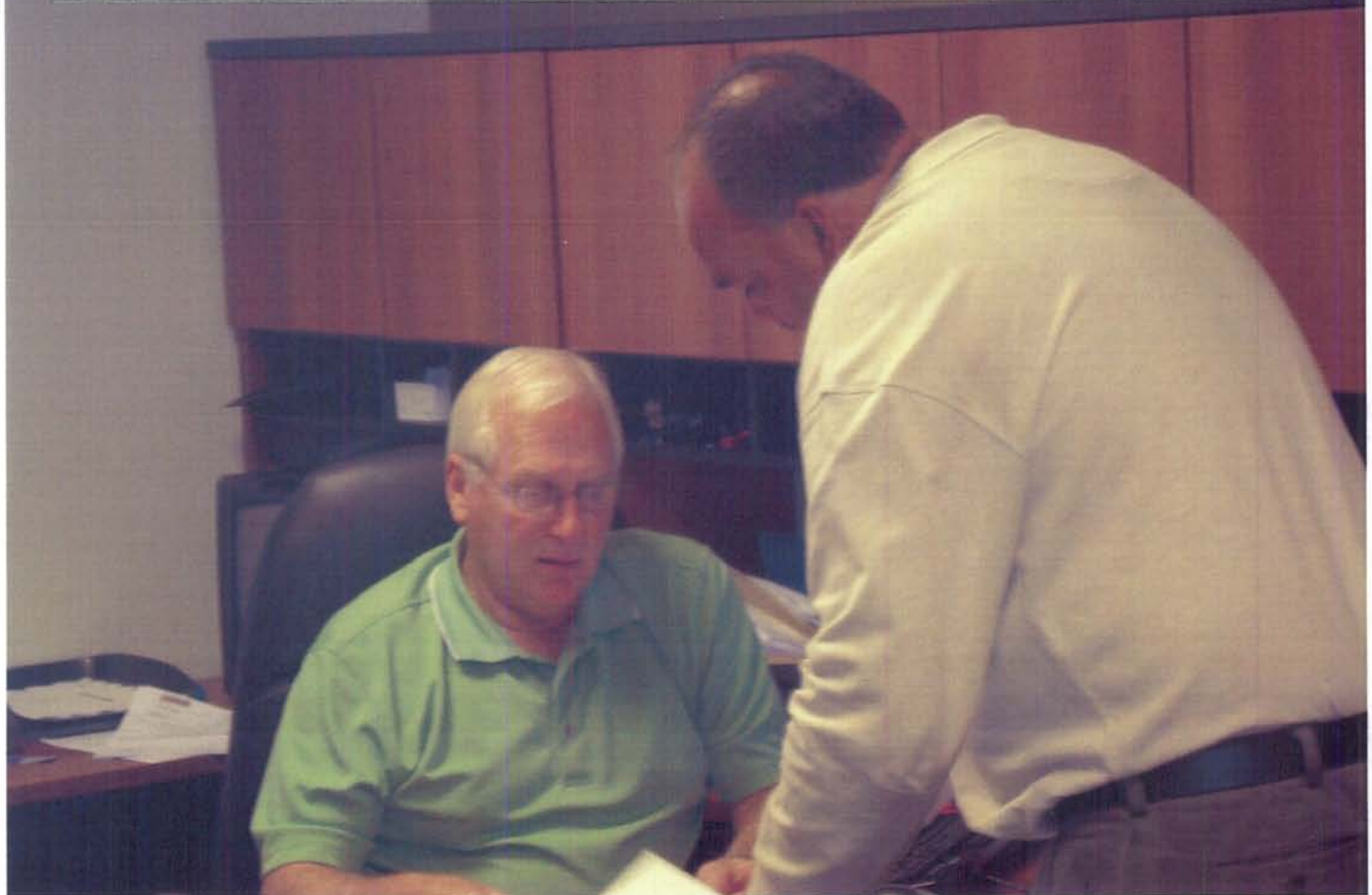


**Charter Township of Bloomfield
Department of Public Works
Organizational Chart**





ADMINISTRATION



PUBLIC WORKS ADMINISTRATION ROSTER			
FIRST NAME	LAST NAME	DATE OF HIRE	TITLE
Rich	Davis	3/24/1987	Superintendent
Colleen	Rowland		Admin. Asst.
Kim	Sasser	12/9/1996	Clerical
Tia	Kollar	12/11/2000	Clerical
Meghan	Bonfiglio	3/8/2004	Manager
Tom	Trice	9/19/2005	Director
Kelly	Heiters	10/31/2005	Clerical

MISSION STATEMENT

The Department of Public Works Administrative and Field staff commits to bring our best to work each day with a positive professional attitude towards providing the highest level of service possible to our customers.

Public Works Administration

The Public Works Administration consists of six full time employees and one part time employee utilized from the Treasurer's office. Each employee is fully trained in every aspect of all Public Works divisions operations and procedures. Administration is responsible for addressing customers concerns and questions regarding Water & Sewer, Roads, Safety Paths, and Solid Waste. Employees are trained in all of the necessary software and programs that are needed to efficiently run the Public Works Divisions on a daily basis and track all of the information that is required for reports, budgets, expenditures etc.

BS&A Utility Billing

The water utility billing software was upgraded to the .net version allowing customers the ability to view their water and sewer bills online. The new version also gave administration more options and flexibility as opposed to the old.

Move to New Facility

In 2009 all of the public works divisions and administration moved into the new public services building, allowing all employees to be under one roof. This move was highly anticipated and proved beneficial as efficiencies are well above what they were before the move.

Phone Calls Addressed

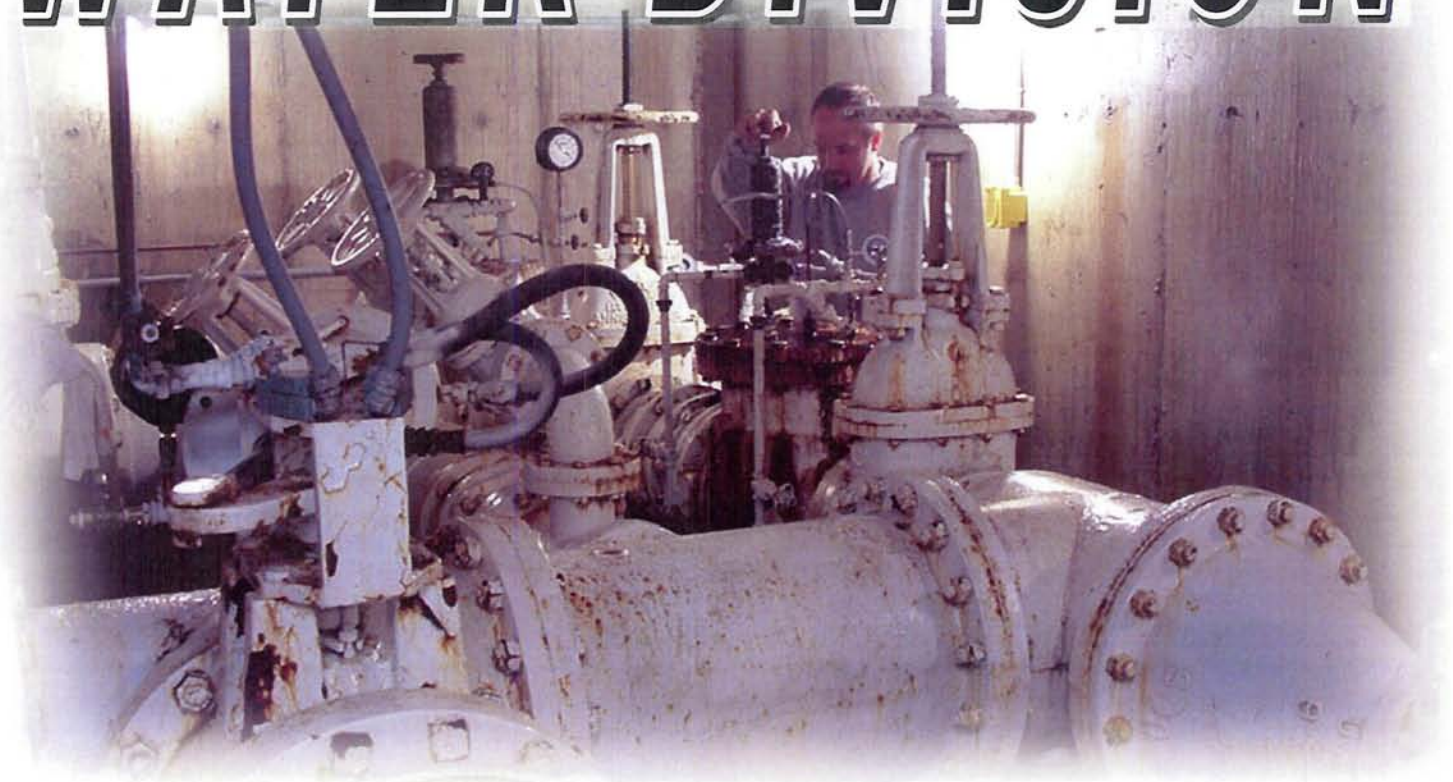
In the fiscal year 2009 the public works administration addressed over 15,000 phone calls regarding request, information and concerns.

Some of Public Works Administration responsibilities are as follows:

- Administer the meter replacement program
- Take work request for all Divisions
- Payroll
- New accounts and final bills
- Assist all supervisors
- Assist Engineering & Environmental Division
- Resident Correspondence
- Keep Web Site pages up to date
- Approval of invoices for payment



WATER DIVISION



WATER DIVISION ROSTER			
FIRST NAME	LAST NAME	DATE OF HIRE	DEPT
Ken	Brown	6/1/1987	Foreman
Roy	MacDougall	10/28/1987	Crew
Doug	Bigham	3/15/1993	Crew
Rick	Jenkinson	8/9/1999	Crew
Steve	Sierota	5/18/2001	Water
Paul	Palace	7/9/2001	Crew
Craig	Lewis	11/26/2001	Crew Leader
David	Keller	7/21/2003	Crew
Kris	Schlutow	7/19/2004	Crew
James	Rowland	11/8/2004	Crew
Michael	Domine	2/25/2008	Crew

MISSION STATEMENT

The Department of Public Works Administrative and Field staff commits to bring our best to work each day with a positive professional attitude towards providing the highest level of service possible to our customers.

Water and Sewer Division

The Water and Sewer Division is responsible for distributing safe drinking water from the City of Detroit and providing a means to collect sanitary sewage disposal for transportation to the City of Detroit's wastewater treatment plant.

The Bloomfield Township Water & Sewer Division is responsible for distributing safe drinking water to more than 16,000 customers. Drinking water is treated, tested and monitored on a continuous basis to ensure that it meets or exceeds all federally mandated requirements governing its quality.

The Water & Sewer Division is also responsible for collecting sewage from more than 11,000 homes and businesses. The department maintains the sewers and operates 10 sewage-pumping stations, which have been newly upgraded to ensure continuous operation.



The Water & Sewer Division does the following to ensure quality services:

Water Supply

- Maintains positive operating pressure over approximately 280 miles of public water mains that range in diameter from 6 to 24 inches
- Performs emergency repairs on public water mains as necessary
- Repairs and maintains 2901 fire hydrants
- Repairs and maintains 2905 operating valves
- Installs new water service connections to property lines
- Locates underground pipes for Miss Dig
- Collects water samples for testing
- Maintains a 1 million gallon storage tank and booster station



Sewage Collection

- Maintains over 210 miles of sewer pipes to ensure sewage to flow freely by gravity
- Inspects and repairs 6559 sanitary sewer manholes
- Performs necessary emergency repairs of sewer pipes
- Cleans public sewers with vactor truck
- Internally inspects public sewers with video equipment
- Maintains pumping facilities for continuous operations



This past year working with the Engineering and Environmental Services Division, 6,800 linear feet of new water main was installed in the Colberry Park subdivision reducing the number of water main breaks and helping to provide adequate fire protection and improve water quality.

The following projects were also completed in conjunction with the Engineering and Environmental Division:

- Rehabbed all nine in-ground Water Meter pits with new lids, meters and R-900 remote readers, which eliminated confined space entries
- Replaced twenty hydrants in Bloomfield and Westchester Villages to improve fire safety protection
- Repaired fences and gates at all Township owned storm water Retention Basins
- Installed new remote gate at the Westbourne booster station to improve security
- Rehab of all of the Township's sanitary sewer lift stations with a total project cost of \$1.3 million
- Repaired 30 Water Main breaks

Water Meters Replaced

- 338- ¾" Meters
- 572- 1" Meters
- 91- 1 ½ Meters
- 19- 2" Meters
- 1- 2" Compound Meter

New Water rate criteria was negotiated with DWSD this last fiscal year accounting for the following rates:

Water Rates

- \$4.43 per 1,000 gallons
- \$11.50 DWSD flat rate
- \$8.00 water debt

Sewer Rates

- \$4.75 per 1,000 gallons
- \$175.00 sewer only customers
- \$5.00 sewer debt

This was a 17.9% increase from our previous rates. The majority of our customers, water and sewer will have a flat rate of \$24.50, and a variable rate of \$9.18 per 1,000 gallons used.

The Water and Sewer Division employees are first responders and are on call 24 hours a day.

BLOOMFIELD TOWNSHIP PUBLIC WORKS WATER DIVISION COST SUMMARY

Task	Labor Hrs	Labor Cost	Equipment Cost	Material Cost	Total Cost
Call Duty	506.3	\$26,631.04	\$3,488.27	\$0.00	\$30,119.31
Clerical	3,819.00	\$64,963.42	\$0.00	\$0.00	\$64,963.42
Gate Well Maint.	370	\$8,842.62	\$2,349.04	\$0.00	\$11,191.66
General Maint.	13	\$278.55	\$26.88	\$0.00	\$305.43
Holiday	1105	\$27,622.88	\$0.00	\$0.00	\$27,622.88
Hydrant Maint.	604.5	\$15,120.19	\$4,551.97	\$4,790.30	\$24,462.46
Lawn Restoration	82	\$1,984.01	\$1,288.33	\$0.00	\$3,272.34
Manhole Inspect	422	\$9,543.95	\$2,189.35	\$0.00	\$11,733.30
Manhole Repair	24	\$593.72	\$423.66	\$0.00	\$1,017.38
Meter Installed	656	\$15,887.44	\$3,045.46	\$19,901.21	\$38,834.10
Meter Misc.	1651.5	\$34,203.16	\$8,537.37	\$335.00	\$43,075.53
Meter Reading	2063	\$29,049.50	\$17,724.77	\$195.00	\$46,969.27
Meter Replaced	4167	\$99,542.77	\$19,174.59	\$107,236.72	\$225,954.08
Miscellaneous	3309	\$83,029.86	\$17,904.37	\$3.44	\$100,937.66
Miss Dig Staking	1933.2	\$51,534.14	\$17,067.68	\$0.00	\$68,601.82
Other	4	\$96.92	\$0.00	\$0.00	\$96.92
Other/WL05	362	\$8,975.45	\$0.00	\$0.00	\$8,975.45
Parking Lot	10	\$256.40	\$44.80	\$0.00	\$301.20
Personal Leave	140	\$3,663.51	\$0.00	\$0.00	\$3,663.51
PRV Maint.	801	\$21,392.41	\$6,739.68	\$0.00	\$28,132.09
Pump Maint.	1027.5	\$29,408.67	\$8,614.43	\$0.00	\$38,023.10
Road Repairs	44	\$1,059.98	\$1,035.73	\$593.28	\$2,688.99
Service Calls	452	\$19,701.78	\$3,657.46	\$195.00	\$23,554.24
Service Taps	8.5	\$218.07	\$76.16	\$0.00	\$294.23
Sewer Cleaning	1526	\$38,389.41	\$37,682.27	\$0.00	\$76,071.68
Sewer Repairs	64	\$1,713.16	\$603.93	\$0.00	\$2,317.09
Sick	944	\$23,115.76	\$0.00	\$0.00	\$23,115.76
Stop Box Maint.	139.5	\$3,426.43	\$2,669.59	\$19.50	\$6,115.51
Supervision	2066.5	\$67,607.43	\$340.48	\$0.00	\$67,947.91
Training Program	530	\$13,402.55	\$89.60	\$0.00	\$13,492.15
Vacation	44.5	\$1,042.14	\$0.00	\$0.00	\$1,042.14
Vacation/WL01	2178	\$55,496.17	\$0.00	\$448.00	\$55,944.17
Video Sewers	296	\$7,275.50	\$7,271.18	\$0.00	\$14,546.68
Water Main Break	196	\$7,034.82	\$2,161.45	\$605.00	\$9,801.27
Wrk for Anima str	5	\$57.50	\$0.00	\$0.00	\$57.50
Work for Other	40	\$853.85	\$1,098.20	\$0.00	\$1,952.05
Workmens Comp.	35	\$946.75	\$0.00	\$0.00	\$946.75
TOTAL	31649	\$774,150.36	\$169,856.70	\$134,322.45	\$1,078,329.50



ROAD DIVISION



ROAD DIVISION ROSTER			
FIRST NAME	LAST NAME	DATE OF HIRE	TITLE
Brian	Whittle	10/21/1985	Foreman
Ron	Cook	10/14/1986	Crew Leader
Clint	Harwood	4/8/1993	Crew
Jason	Simpson	10/21/1995	Crew
Jon	Grigsby	4/1/1997	Crew
Sean	Caverly	8/23/1997	Crew
Richard	Bogusky	4/13/1998	Crew Leader
Duane	Poole	2/23/1999	Crew
Tia	Kollar	12/11/2000	Clerical
Marco	Nervo	12/18/2002	Crew
Kaitlyn	Grigsby	1/6/2003	Crew
Mark	Foster	4/21/2003	Crew
Adam	Roose	6/19/2004	Crew
Bruce	Carnahan	11/8/2004	Crew
Jeff	Krauskopf	1/13/2007	Crew

MISSION STATEMENT

The Department of Public Works Administrative and Field staff commits to bring our best to work each day with a positive professional attitude towards providing the highest level of service possible to our customers.

Road Division

Bloomfield Township is the only township in the State of Michigan to offer its residents the services of a sophisticated Road Division. Since it was established in the early 1970's, it has grown to become a highly respected and well-equipped operation providing services with a modern fleet of vehicles and equipment. The Division maintains 176 miles of Oakland County subdivision roads and 37 miles of unpaved gravel roads within the Township. The road division employees are first responders and are on call 24 hours a day.

The Bloomfield Township Road Division provides a wide range of services not offered by other townships. With a four million dollar operating budget we maintain over 200 miles of subdivision roads and provides the following services:

- Snow plowing
- Ice & snow control
- Ice buildup removal
- Mailbox & post repairs
- Roadside mowing
- Asphalt patching
- Street sweeping
- Select mowing
- Select trimming
- Storm damage
- Select tree removal
- Safety path repairs
- Median maintenance on state roads
- Dust control
- Roadside litter cleanup
- Winter marker program
- Gravel road grading
- Oakland County Tri-Party paving projects for primary roads
- Oakland County 50/50 Drainage improvement projects
- Oakland County 50/50 Bridge projects



- Sounding board and advisor between residents and County

2009 Winter Season

The 2009 – 2010 Winter season was quite mild when compared with the previous two. The Snowfall total for Bloomfield Township was 44 inches, which came from the winter's eighteen snow events. Crews worked extra long hours to keep the roads in safe and passable condition during these events.

The Road Division crews used 1,944 tons of salt and 26,190 gallons of calcium chloride, keeping the streets free of snow and ice for residents and motorists passing through the Township during the winter season.

2009 Fall Wind Storm

On Wednesday October 7th a wind and rain storm swept through the Township leaving subdivision roads completely blocked by down trees creating public safety issues. Crews worked through the night to remove the trees blocking roads. On Thursday by the end of the workday all twenty-six locations had been cleared and cleaned up, requiring over 203 hours of labor and equipment to complete this work.



2009 Maintenance Overlay

In 2009 during the summer months the Road Division once again had an asphalt maintenance overlay program, which involves full width paving of sections of roadway with hot mix asphalt. Township crews worked in thirteen different areas and completed thirty-two patches for a total of 8,059 linear feet and taking over 1,896 tons of asphalt to complete.

BLOOMFIELD TOWNSHIP PUBLIC WORKS ROAD DIVISION COST SUMMARY

Task	Labor Hrs	Labor Cost	Equipment Cost	Material Cost	Total Cost
Asphalt Base Rpr	66	\$1,840.65	\$2,429.58	\$786.09	\$5,056.31
Asphalt Overlay	2907	\$69,278.42	\$89,634.62	\$72,716.06	\$231,629.10
Basin Clean	6	\$135.23	\$217.43	\$41.25	\$393.91
Basin Repair	67	\$1,706.43	\$394.44	\$74.68	\$2,130.55
Bld&Grd Maint.	868	\$21,350.21	\$17,077.15	\$20.63	\$38,447.98
Clear Sidewalks	3	\$51.00	\$25.97	\$0.00	\$76.97
Clerical	2212.5	\$44,382.20	\$19.06	\$0.00	\$44,401.26
Clerical/WA2	10	\$198.40	\$0.00	\$0.00	\$198.40
Culvert Maint	46	\$1,066.49	\$1,216.76	\$92.30	\$2,375.55
Curb Repair	28	\$736.16	\$125.44	\$17.19	\$878.79
Ditching	1017.5	\$24,449.62	\$31,264.58	\$18,784.36	\$74,498.56
Dream Cruise	99	\$3,064.95	\$1,578.32	\$0.00	\$4,643.27
Dust Control	194.5	\$4,989.92	\$9,515.22	\$43,644.00	\$58,149.14
Edge Drain	20	\$370.50	\$89.60	\$0.00	\$460.10
Drain Clean Out	351	\$7,263.33	\$1,576.96	\$0.00	\$8,840.29
Equipment Ser	731	\$15,758.26	\$19,718.62	\$0.00	\$35,476.88
Grade Gravel	1409.5	\$36,590.81	\$72,833.85	\$13,015.20	\$122,439.86
Guardrail Maint	142	\$3,524.22	\$1,509.38	\$273.15	\$5,306.74
Holiday Leave	1100	\$28,382.20	\$0.00	\$0.00	\$28,382.20
Htdroeeding	105.5	\$2,475.48	\$2,638.62	\$35,250.00	\$40,364.10
C-Markers	189	\$3,901.39	\$869.12	\$0.00	\$4,770.51
Mailbox Repair	453.5	\$7,654.43	\$2,766.60	\$917.65	\$11,338.68
Misc Maint	1810.5	\$42,360.59	\$31,622.66	\$686.25	\$74,669.50
Other	518	\$13,494.76	\$0.00	\$0.00	\$13,494.76
Patch Gravel	912	\$23,725.01	\$39,656.41	\$19,901.50	\$83,282.92
Personal	235	\$5,987.16	\$0.00	\$0.00	\$5,987.16
Plow Lots	14	\$355.31	\$341.34	\$116.06	\$812.71
Pothole Patching	4273.5	\$96,205.71	\$96,970.61	\$35,400.20	\$228,576.52
Roadside Litter	1135.5	\$12,776.24	\$5,179.48	\$0.00	\$17,955.72
Roadside Mowing	184	\$2,751.36	\$7,985.48	\$0.00	\$10,736.84
Path Mowing	7	\$80.50	\$165.32	\$0.00	\$245.82
Salting/Plowing	3009	\$84,990.15	\$162,366.77	\$81,307.22	\$328,664.14
Sanding	133.5	\$3,915.30	\$6,418.13	\$1,728.38	\$12,061.81
Shoulder Repair	175	\$4,010.16	\$4,390.94	\$494.75	\$8,895.85
Sick Leave	1013.5	\$26,201.47	\$0.00	\$0.00	\$26,201.47
Sidewalk Repair	2.5	\$48.75	\$61.83	\$0.00	\$110.58
Sign Maint	19	\$487.34	\$85.69	\$36.20	\$609.23
Snow Hauling	58	\$1,550.24	\$2,786.20	\$0.00	\$4,336.44
Sod Repair	413.5	\$10,278.12	\$5,194.71	\$364.87	\$15,837.70
Software	6	\$67.50	\$123.99	\$0.00	\$191.49
Supervision	2873.5	\$90,628.68	\$0.00	\$0.00	\$90,628.68
Supervision/WA1	25	\$761.75	\$0.00	\$0.00	\$761.75
Sweeping Gutter	911	\$24,384.54	\$79,115.98	\$0.00	\$103,500.52
Sweeping Inter-X	131.5	\$3,455.11	\$4,344.04	\$0.00	\$7,799.15

BLOOMFIELD TOWNSHIP PUBLIC WORKS ROAD DIVISION COST SUMMARY

Task	Labor Hrs	Labor Cost	Equipment Cost	Material Cost	Total Cost
Training Program	511.5	\$13,803.43	\$2,159.16	\$74.56	\$16,037.15
Trees&Shrubs	3113.5	\$63,860.98	\$68,538.82	\$176.51	\$132,576.30
Vacation	1695.5	\$44,852.78	\$0.00	\$0.00	\$44,852.78
Social Security					\$89,760.88
Retire Expense					\$355,941.47
Work for Other	1427	\$17,426.55	\$3,949.50	\$284.20	\$21,660.24
Sick Pay Accrual					\$3,808.19
Office Supplies					\$3,884.20
Uniforms					\$4,451.84
Tools					\$898.29
Laundry					\$3,029.99
Operating Suplys.					\$3,833.76
Equipment R&M					\$32,885.96
Legal Fees					\$4,885.36
Computer Service					\$29,270.44
Dues					\$1,201.20
Medical Services					\$1,719.00
Engineering Ser.					\$7,877.22
Mowing Contrac.					\$81,742.05
Rubbish Remove					\$10,742.26
Paving Contractor					\$29,999.76
Connunications					\$9,396.71
Gas and Oil					\$75,272.80
Repair Parts					\$49,968.99
Cotrct Mait.					\$183,448.38
Training Program					\$1,863.51
Retire Health					\$153,618.16
Insurance & Bond					\$55,668.00
Utilities					\$396,018.00
Contract Repairs					\$54,730.45
Misc. Supplies					\$23,857.13
Other Expense					\$8,888.20
Training Expense					\$2,843.87
Equipment Caplz.					\$87,468.40
Equipment Purch.					\$192,566.00
Workmens Comp	230	\$5,572.90	\$0.00	\$0.00	\$5,572.90
TOTAL	36864.5	\$873,202.62	\$776,913.38	\$326,203.26	\$3,635,804.30



MOTOR POOL



MOTOR POOL ROSTER

FIRST NAME	LAST NAME	DATE OF HIRE	TITLE
Joseph	Davis	3/24/1987	Mechanic
Michael	Rogers	8/17/1992	Mechanic
James	Finkley	7/4/1994	Mechanic
Viorel	Stoia	12/16/1996	Mechanic
Bill	Diviney	1/10/2000	Crew Leader
Katie	Schlutow	3/28/2005	Manager

MISSION STATEMENT

The Department of Public Works Administrative and Field staff commits to bring our best to work each day with a positive professional attitude towards providing the highest level of service possible to our customers.

Motor Pool Division

There are eight employees in the Motor Pool, including the Fleet Manager, Crew Leader, Installation Tech, four State Certified mechanics and one part time employee. They are responsible for the maintenance and emergency work on over 216 fleet vehicles and pieces of equipment.



The Fleet Manager and Crew Leader work together to oversee the management and daily operations of the Division. One mechanic is dedicated to the maintenance and repair of light vehicles, including all the patrol vehicles in the Police fleet, as well as small equipment like lawn mowers used in the Grounds Division. Three mechanics are dedicated to the maintenance and repair of all large equipment vehicles including Fire Department Engines, Paramedic Rescues, Snow Removal Equipment and all Heavy Equipment. All mechanics, including the Crew Leader are State Certified,

all are cross trained and able to work on any and all Township equipment should the need arise. All five mechanics are also trained in welding and fabricating for all facets of maintenance and repair. The installation tech is responsible for upfitting and maintaining all aftermarket emergency equipment installed on Township emergency vehicles such as police patrol vehicles. Many components, including radios, emergency lighting, sirens, Mobile Data Computers (MDC), in-car video systems, mounted radar and prisoner partitions are all a part of the upfitting process.

In 2009 we reorganized the motor pool by changing the retired Foreman's position to a salaried Fleet-Building Manager Position to administer and lead the Division. We also promoted one mechanic to Crew Leader to oversee the operations on the motor pool floor. The motor pool employees are first responders and are on call 24 hours a day.

The Township makes sure to provide the motor pool with state of the art tools in order to better maintain the vehicles and equipment in a timely manner to ensure the best service for our residents' year around, as well as the safety of the employees and the public.



Repairs and Maintenance

- Outside repairs accounted for 22% of last years maintenance cost, 78% of repairs were done in-house
- 5 complete patrol vehicles were built
- Typically the Township fleet uses around 90,000 to 100,000 gallons of unleaded fuel and approximately 50,000 gallons of diesel fuel
- The Township's fleet travels approximately 1.6 million miles per year

BUILDING

MAINTENANCE



BUILDING MAINTENANCE ROSTER			
FIRST NAME	LAST NAME	DATE OF HIRE	TITLE
Charles	Roberts	6/13/1988	Supervisor
Patrick	Quinn	11/1/1999	Building Maintenance

MISSION STATEMENT

The Department of Public Works Administrative and Field staff commits to bring our best to work each day with a positive professional attitude towards providing the highest level of service possible to our customers.

Building Maintenance Division

The Building Maintenance Division is required to have substantial knowledge and experience in all aspects of municipal building maintenance. The building maintenance supervisor is responsible for overseeing the custodial contract to clean the administrative offices throughout the Township campus as well as contractors who perform maintenance on the buildings.

The building maintenance staff's major responsibility is preventative maintenance, which is performed daily; technical repair, construction and alteration of all Township buildings, maintenance and repair of HVAC units, electrical, plumbing, carpentry as well as set up and break down for special meetings conducted at the Township offices. The building maintenance staff is responsible for the collection and staging of the Townships participation in recycling efforts through out the offices. They distribute and stage the bottled water for meetings and emergencies as well as Township sponsored events.



Capital Building Project

The building maintenance supervisor has been a major contributor of the Capital Building project helping to monitor, diagnose and provide input to the construction.

Roof Replacement

A total of 53,000 square feet of roof was replaced at two separate locations, which included the Cable Studio and Township Hall.

Boiler Install

A new boiler was installed at Fire Station #3 to replace an outdated and inefficient unit.

Lights

Many of the lights at fire station #3 and #4 were updated to the more efficient T8 type lights.

The Building Maintenance Division employees are first responders and are on call 24 hours a day.

BLOOMFIELD TOWNSHIP PUBLIC WORKS BUILDING MAINTENANCE DIVISION COST SUMMARY

Task	Labor Hrs	Labor Cost	Equipment Cost	Material Cost	Total Cost
AC/Fans	80	\$2,176.24	\$0.00	\$0.00	\$2,176.024
Auditorium Setup	177.5	\$3,943.62	\$0.00	\$0.00	\$3,943.62
Back-Flow	5	\$148.40	\$0.00	\$0.00	\$148.40
Boxes	180	\$3,471.02	\$36.41	\$0.00	\$3,507.43
Build	3	\$89.04	\$0.00	\$0.00	\$89.04
Wood Work	26	\$766.42	\$0.00	\$0.00	\$766.42
Clerical	77	\$2,099.44	\$28.59	\$0.00	\$2,128.03
Doors	15.5	\$535.46	\$0.00	\$0.00	\$535.46
Doors/Walls	13	\$362.17	\$0.00	\$0.00	\$362.17
Drains	47.5	\$1,186.10	\$0.00	\$0.00	\$1,186.10
Drains/Gutters	20	\$398.83	\$0.00	\$0.00	\$398.83
Empty Bins	173.5	\$2,499.40	\$293.56	\$0.00	\$2,792.96
Empty Trash	196	\$3,061.52	\$1,530.36	\$0.00	\$4,591.88
Filter/Pumps	198	\$5,450.53	\$0.00	\$0.00	\$5,450.53
Furniture	12	\$207.01	\$0.00	\$0.00	\$207.01
Furniture/Move	33	\$673.25	\$72.82	\$0.00	\$746.07
Garage Door Rpr	3	\$83.78	\$0.00	\$0.00	\$83.78
GBSA	45.5	\$1,228.10	\$0.00	\$0.00	\$1,228.10
Grounds	65	\$657.86	\$184.90	\$0.00	\$842.76
Hire Contractor	2	\$54.10	\$0.00	\$0.00	\$54.10
Holiday	40	\$1,134.60	\$0.00	\$0.00	\$1,134.60
Holiday/BL	120	\$3,403.80	\$0.00	\$0.00	\$3,403.80
Hotwater Pipes	19	\$542.88	\$0.00	\$0.00	\$542.88
HVAC Install	187	\$5,015.21	\$0.00	\$0.00	\$5,015.21
HVAV Repair	313	\$8,807.44	\$8.96	\$0.00	\$8,816.40
Inspect Contractor	184	\$5,638.29	\$0.00	\$0.00	\$5,638.29
Inspections	109	\$3,043.13	\$0.00	\$0.00	\$3,043.13
Install	36	\$937.79	\$0.00	\$0.00	\$3,043.13
Install/Elec	160	\$4,477.91	\$0.00	\$0.00	\$4,477.91
Leaks	29	\$770.39	\$0.00	\$0.00	\$770.39
Lights	200	\$5,117.72	\$0.00	\$0.00	\$5,117.72
Mail Run	71	\$1,678.29	\$491.82	\$0.00	\$2,170.11
Make Keys	35	\$616.79	\$0.00	\$0.00	\$616.79
Misc Admin Bldg	218.5	\$6,082.06	\$18.49	\$0.00	\$6,100.55
Misc Shop Maint	1010	\$20,625.22	\$182.62	\$0.00	\$20,807.84
Clerk Office	91	\$1,782.50	\$0.00	\$0.00	\$1,782.50
Police Dept	29	\$652.80	\$0.00	\$0.00	\$652.80
Misc Electric	195	\$5,574.95	\$0.00	\$0.00	\$5,574.95
Motor Pool	14	\$133.00	\$0.00	\$0.00	\$133.00
Other/BL	89	\$2,578.40	\$0.00	\$0.00	\$2,578.40
Paper Supplies	4	\$73.10	\$36.98	\$0.00	\$110.08
Lot Lights	12	\$340.38	\$0.00	\$0.00	\$340.38
Part Run	217.5	\$3,804.51	\$1,638.23	\$0.00	\$5,442.74
Personal	61	\$1,744.73	\$0.00	\$0.00	\$1,744.73

**BLOOMFIELD TOWNSHIP PUBLIC WORKS
BUILDING MAINTENANCE DIVISION COST SUMMARY**

Task	Labor Hrs	Labor Cost	Equipment Cost	Material Cost	Toatal Cost
Re-Key Lock	8	\$224.29	\$0.00	\$0.00	\$224.29
Repair	49.5	\$1,398.15	\$0.00	\$0.00	\$1,398.15
Repair Locker	16	\$340.65	\$0.00	\$0.00	\$340.65
Repair Walls	10	\$296.80	\$0.00	\$0.00	\$296.80
Repair/Elec	29	\$860.53	\$0.00	\$0.00	\$860.53
Replace	10	\$278.39	\$0.00	\$0.00	\$278.39
Road	63	\$932.57	\$0.00	\$0.00	\$932.57
Safety Path	4	\$39.00	\$86.00	\$0.00	\$121.66
Sick Leave	15	\$405.75	\$0.00	\$0.00	\$405.75
Sinks	44	\$1,213.87	\$0.00	\$0.00	\$1,213.87
Supervision	307.5	\$9,160.13	\$0.00	\$0.00	\$9,160.13
Toilet	23	\$666.86	\$0.00	\$0.00	\$666.86
Vacation	6	\$162.30	\$0.00	\$0.00	\$162.30
Vacation/BL1	296	\$8,469.68	\$0.00	\$0.00	\$8,469.68
Windows/Screens	2	\$54.10	\$0.00	\$0.00	\$54.10
TOTAL	5699.5	\$138,171.24	\$4,606.40	\$0.00	\$142,777.64

GROUNDS



DIVISION

GROUNDS DIVISION ROSTER			
FIRST NAME	LAST NAME	DATE OF HIRE	TITLE
Dean	Begley	8/22/1998	Supervisor
Hillary	Heiters	11/25/2002	Grounds Maintenance

MISSION STATEMENT

The Department of Public Works Administrative and Field staff commits to bring our best to work each day with a positive professional attitude towards providing the highest level of service possible to our customers.

Grounds Maintenance Division

The Grounds Maintenance Division employs two full time employees who are fully trained and certified in many aspects of landscaping, irrigation and plant and tree maintenance.

The Grounds Division is responsible for all the mowing, planting and maintenance of the Township owned and leased buildings on the main campus. The grounds division also administers the state highway landscape maintenance contract which includes all of the mowing, trimming, mulching of Square Lake, Woodward and Telegraph roads.



The grounds division is also responsible for all snow removal in the main Township campus area, maintaining and clearing 4 acres of parking lot and over 3000 linear feet of pedestrian walkways. The grounds division maintains the DPW Building, Police parking area, Cable Building, Central Fire Station and the new Senior center.

State Highway Landscape Maintenance

The Grounds Division negotiated and implemented a contract with the State of Michigan Department of Transportation for the maintenance of our state highways, to oversee the mowing trimming and mulching of Telegraph, Square Lake and Woodward. Currently all seven irrigation systems and lighting are retained in-house.

Safety Path Maintenance

This last year the Grounds Division implemented a contract with United Lawnscape for the maintenance of over 55 miles of safety paths, which includes mowing, edging and string trimming to ensure a safe and appealing area for all residents to utilize and enjoy. The Grounds Division oversees the contract and the performance of the contractor.

The Grounds Division still retained emergency tree removal, fence repair and tree and brush trimming on the safety paths. The grounds division is on call 24 hours a day during the winter season and in emergency situations where their services may be required.

Outlot Maintenance

In the fiscal year 2009 the Grounds Division bid out a contract for all of the lawn maintenance at all of the Township owned outlots, which includes water pumping stations, retention basins and the Westbourne booster station. The Grounds Division oversees the contract and the performance of the contractor.

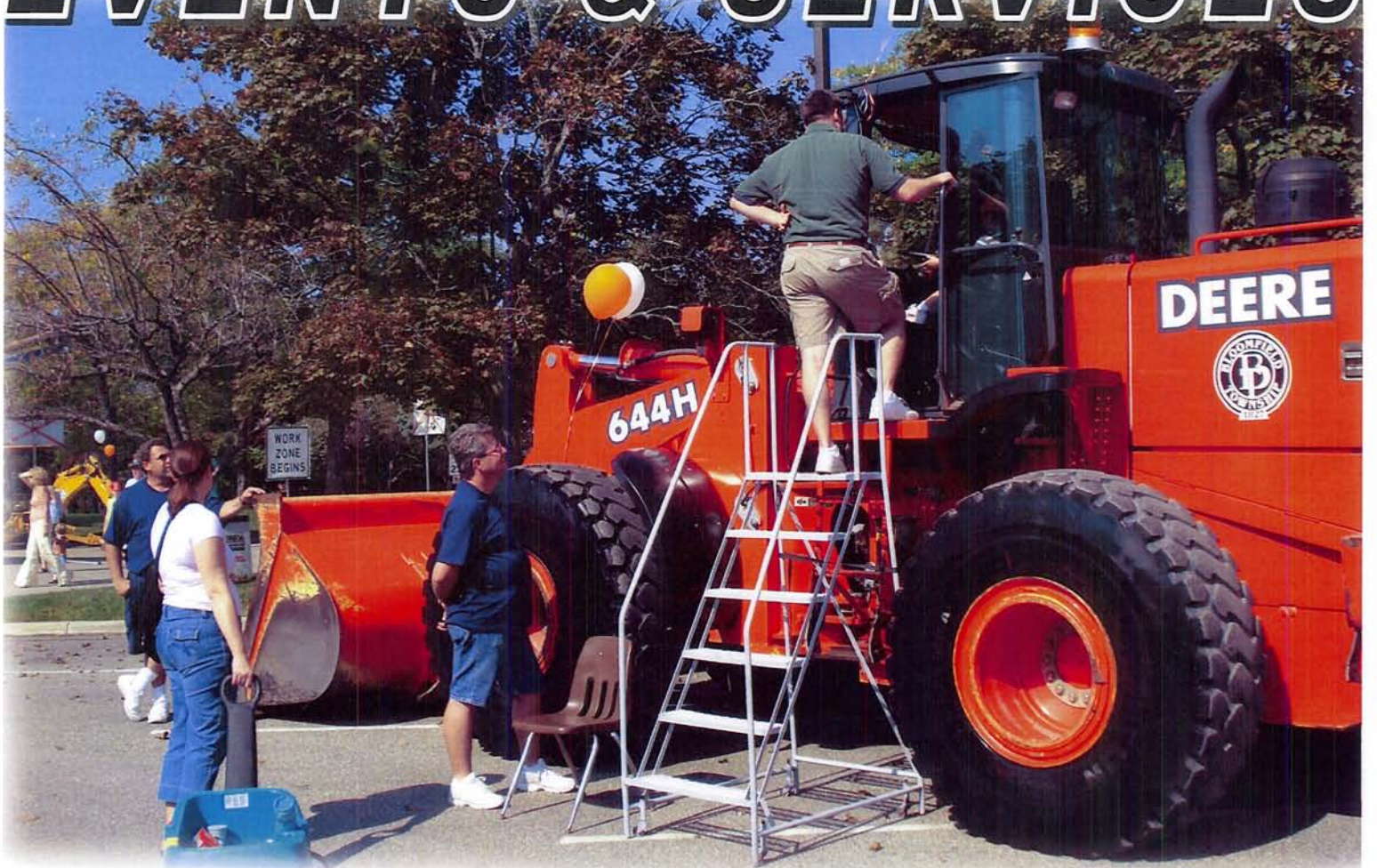
BLOOMFIELD TOWNSHIP PUBLIC WORKS GROUNDS DIVISION COST SUMMARY

Task	Labor Hrs	Labor Cost	Equipment Cost	Material Cost	Total Cost
Apply Fertilizer	5	\$121.15	\$44.80	\$0.00	\$165.95
Weed&Pest	20	\$484.60	\$187.85	\$0.00	\$672.45
Clear Sidewalks	177	\$2,294.96	\$2,287.72	\$0.00	\$4,582.68
Clear Vehicles	15	\$198.69	\$252.33	\$0.00	\$451.02
Clerical	58	\$1,377.38	\$0.00	\$0.00	\$1,377.38
Debris&Litter	477.5	\$5,541.81	\$3,335.26	\$0.00	\$8,877.07
Equipment Maint	925.5	\$14,084.53	\$973.28	\$0.00	\$15,057.81
Equipment Serv	47	\$706.45	\$71.88	\$0.00	\$778.33
Fall Maint	65	\$839.26	\$363.56	\$0.00	\$1,202.82
Path Cleanup	88.5	\$1,535.78	\$1,462.32	\$0.00	\$2,998.10
Holiday	40	\$1,078.20	\$0.00	\$0.00	\$1,078.20
Holiday/GL6	120	\$3,234.60	\$0.00	\$0.00	\$3,234.60
Install Trees	175.5	\$2,335.45	\$1,330.10	\$0.00	\$3,665.55
Irrigation	250	\$5,152.68	\$1,689.42	\$0.00	\$6,876.62
Misc Maint	1	\$24.23	\$0.00	\$0.00	\$24.23
Misc G	544	\$8,894.84	\$1,906.21	\$13.75	\$10,814.80
Mow	763	\$8,951.82	\$4,379.89	\$0.00	\$13,331.71
Other	10	\$95.00	\$0.00	\$0.00	\$95.00
Orther/GL	109.5	\$2,890.57	\$22,692	\$0.00	\$3,117.49
Paint Lines	2	\$48.46	\$17.92	\$0.00	\$66.38
Parts Run	206	\$3,087.77	\$1,538.70	\$0.00	\$4,626.47
Personal	32	\$829.86	\$0.00	\$0.00	\$829.86
Plow/Salt	220.5	\$4,721.37	\$6,034.55	\$2,129.66	\$12,885.58
Litter	156	\$1,565.35	\$844.82	\$0.00	\$24,410.17
Safety Path Maint	1378	\$15,343.55	\$7,690.52	\$0.00	\$23,034.07
Safety Path Mow	1473	\$14,694.79	\$27,448.12	\$0.00	\$42,142.91
Salt/Plow	75.5	\$1,247.57	\$1,691.87	\$0.00	\$2,939.44
Sick	188	\$5,053.92	\$0.00	\$0.00	\$5,053.92
Supervision	1496	\$44,374.03	\$8,215.95	\$0.00	\$52,589.98
Tree&Shrubs Mait	1005	\$12,825.84	\$6,819.64	\$0.00	\$19,645.47
Trees&Shrubs	389	\$4,454.59	\$1,997.05	\$0.00	\$6,451.64
Vacation	282.5	\$7,662.48	\$0.00	\$0.00	\$7,662.48
Work for Other	131	\$1,376.98	\$192.33	\$0.00	\$1,569.31
Work for Other G	8	\$78.00	\$0.00	\$0.00	\$78.00
TOTAL	10935.5	\$177,251.03	\$81,003.01	\$2,177.93	\$260,431.97



COMMUNITY

EVENTS & SERVICES



Community Events and Services

Household Hazardous Waste Days

The Department of Public Works is responsible for the coordination and staging of the semi-annual drop off days for Township residents. The DPW staff works very closely with the Solid Waste contractor to provide this safe and effective event on the first Saturday of the month in May and October of each year. The participation for this event averages 1,000 cars bringing in household hazardous waste to be disposed of properly. During the events the Township sponsors a mercury thermometer exchange, offering residents to turn in a mercury thermometer for a new digital. The staff sets up signs for traffic flow and checks various forms of identification of residents participating in the events. The cost of each event averages \$65,000.



Electronic Recycling, Medication Disposal & Paper Shredding Event

The April 18, 2009 Electronic Recycling, Medication Disposal & Paper Shredding Event was a big success. In total, we had 933 vehicles that came through the drop-off line and our residents appeared to utilize both services equally. Approximately 18,000 pounds of paper was shredded then disposed of properly and over 67,000 pounds of electronics were demanufactured then recycled. In addition to the paper and electronics the event also took in over 500lbs of unwanted or expired medications. The cost of the event averages \$28,000.

Clean Sweep

The Department of Public Works is responsible for the coordination and staging of this annual event that has become very popular with Township residents. This event coincides with Earth Day in April and this year marks the third full year. Residents are encouraged to clean up areas through out their subdivisions and entrances to the subdivisions that get littered with debris during the winter months. The Township along with the Solid Waste contractor provide residents with paper lawn leaf bags and large orange trash bags to collect debris that is gathered in central locations through out the Township for collection by the Solid Waste contractor and the DPW crews as needed. Annual savings based on volunteer labor is around 3,200 personnel hours.

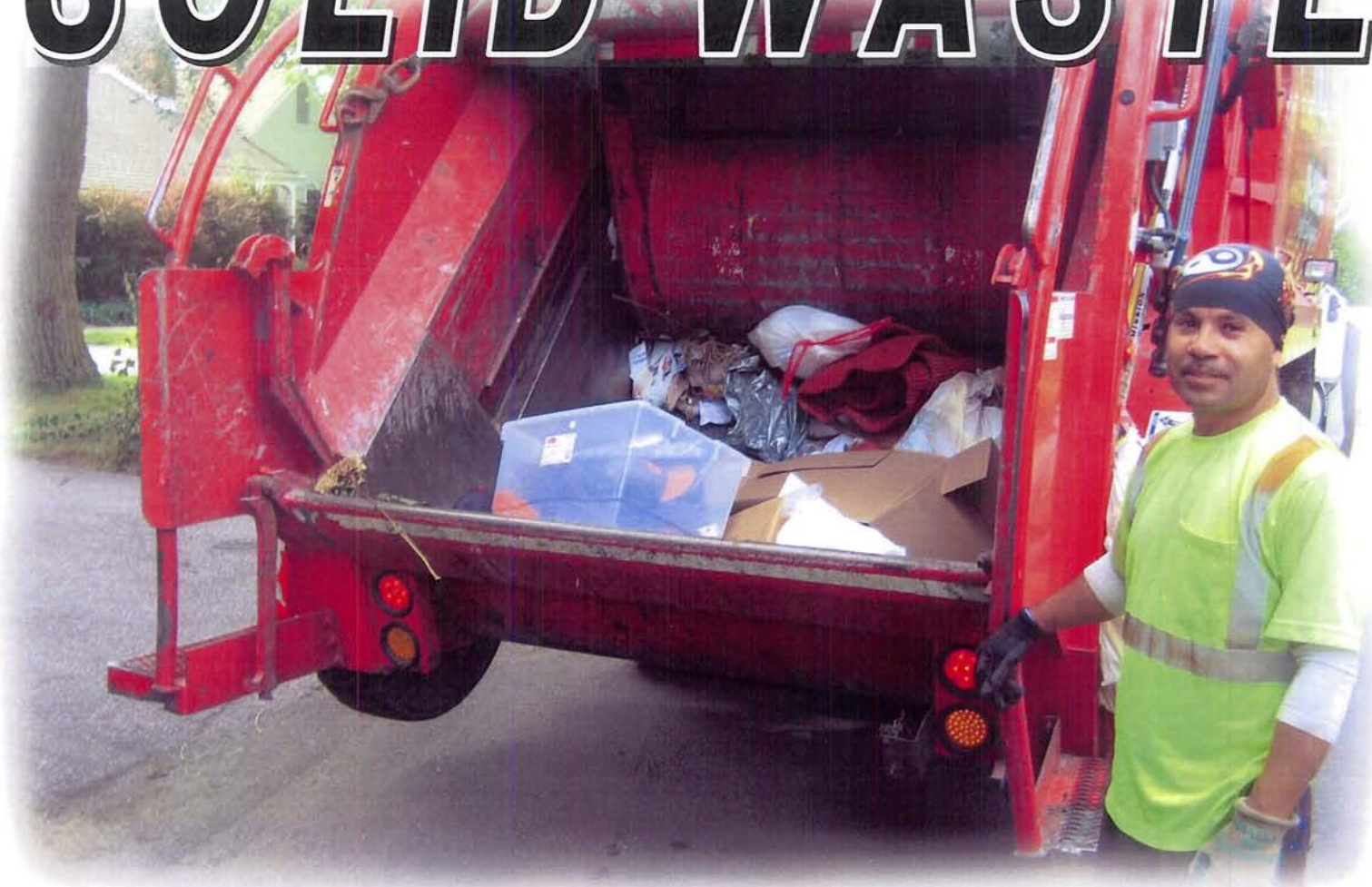


This event is a volunteer event and offers local high school students with the opportunity to earn community service for their participation. The average of trash and debris that is collected during this event is 2.5 tons of trash and 6 tons of yard waste.





SOLID WASTE



Solid Waste Collection (Rizzo Services)

The Department of Public Works is responsible for the coordination of the Solid Waste contract for Township residents. The Townships 19,000 homes are serviced once a week for trash, recycling and yard waste (during the yard waste season). The DPW administrative staff works as a liaison between Rizzo Services and the Township residents, to provide quality customer service at all times.

Bloomfield Township Annual Tonnage Report for fiscal year 2009

	<u>Trash</u>	<u>Recycling</u>	<u>Yard Waste</u>	<u>Totals</u>
April	1,228.6 tn	256 tn	918 tn	2,403 tn
May	1,324 tn	273 tn	812 tn	2,410 tn
June	1,340 tn	302 tn	678 tn	2,321 tn
July	1,377 tn	299 tn	784 tn	2,460 tn
August	1,265 tn	263 tn	561 tn	2,089 tn
September	1,308 tn	278 tn	604 tn	2,191 tn
October	1,269 tn	294 tn	874 tn	2,438 tn
November	1,260 tn	309 tn	1,761 tn	3,328 tn
December	1,376 tn	342 tn	137 tn	1,856 tn
January	1,127 tn	259 tn	0 tn	1,386 tn
February	832 tn	216 tn	0 tn	1,048 tn
March	1,099 tn	276 tn	82 tn	1,458 tn
TOTALS	14,808 TN	3,370 TN	7,215 TN	25,393 TONS