



# ATLAS TOWNSHIP, MI

## TOWNSHIP BOARD

AGENDA • OCTOBER 3, 2017

Special Meeting

Township Hall

4:30 PM

7386 S. Gale Rd, Grand Blanc, MI 48439

**1. CALL MEETING TO ORDER**

**2. ROLL CALL**

**3. STAFF PRESENT**

**4. APPROVAL OF AGENDA**

**5. PUBLIC COMMENTS**

**6. OLD BUSINESS**

**7. NEW BUSINESS**

1. ADOPT RESOLUTION NO 17-22 SETTING FIRE CHIEF WAGE FOR CURRENT JOB POSTING
2. ADOPT RESOLUTION NO 17-23 GARY SCHAEFER PROMOTION TO LIEUTENANT
3. ADOPT RESOLUTION NO 17-24 DAN TENZCA PROMOTION TO LIEUTENANT
4. AUTHORIZE PURCHASE OF AFTER HOURS DROP BOX FOR TREASURER AND CLERK DEPARTMENTS

**8. PUBLIC COMMENTS**

**9. ADJOURNMENT**

Note: 1) Each person addressing the board is asked to voluntarily state their name and address for the record.  
2) Three (3) minutes will be allowed for an individual addressing the board. Each individual present will be allowed an opportunity to address the board.  
3) Please refrain from being redundant.  
4) All comments are to be directed to the chair.

PHYSICALLY CHALLENGED PERSONS NEEDING ASSISTANCE OR AID AT ANY PUBLIC MEETING OR PUBLIC HEARING SHOULD CONTACT THE ATLAS TOWNSHIP CLERK AT 810-636-2548 DURING REGULAR OFFICE HOURS, NOT LESS THAN SEVENTY-TWO (72) HOURS PRIOR TO THE PUBLIC MEETING OR PUBLIC HEARING.

**RESOLUTION NO. 17-22  
ATLAS TOWNSHIP  
FIRE CHIEF WAGES  
SPECIAL MEETING TUESDAY, OCTOBER 3, 2017 4:30 P.M.**

**BE IT RESOLVED** that the Atlas Township Board of Trustees does hereby set the Fire Chief position's wage at \$24, 000 per year to be divided equally over 12 months per township payroll procedures;

**BE IT FURTHER RESOLVED** that the Fire Chief position will be given \$50 per month personal cell phone reimbursement and mileage when he/she should use their personal vehicle for out of township business.

**YEAS:**

**NAYS:**

**ABSENT:**

**RESOLUTION DECLARED ADOPTED**

Teresa L. Onica, CMC  
Township Supervisor

I, Katherine Vick, the duly elected and acting Clerk of Atlas Township, hereby certify that the foregoing resolution was adopted by the Township Board by a roll call vote at a *special* meeting of the Board held on October 3, 2017, at which meeting a quorum was present.

---

Katherine Vick  
Atlas Township Clerk

**Attachment: RESOLUTION 17-22 (2351 : REVIEW RESOLUTION SETTING FIRE CHIEF WAGE FOR CURRENT JOB POSTING)**

**RESOLUTION NO 17-23  
ATLAS TOWNSHIP  
GARY SCHAEFER PROMOTION TO LIEUTENANT  
SPECIAL MEETING TUESDAY, OCTOBER 3, 2017 4:30 P.M.**

**BE IT RESOLVED** that the Atlas Township Board of Trustees does hereby promote Fire Fighter Gary Schaefer to the position of Lieutenant; and

**BE IT FURTHER RESOLVED** that the wage for this position is set at \$22.24 per hour.

**YEAS:**

**NAYS:**

**ABSENT:**

**RESOLUTION DECLARED ADOPTED**

Teresa L. Onica, CMC  
Township Supervisor

I, Katherine Vick, the duly elected and acting Clerk of Atlas Township, hereby certify that the foregoing resolution was adopted by the Township Board by a roll call vote at a special meeting of the Board held on October 3, 2017, at which meeting a quorum was present.

---

**Katherine Vick  
Atlas Township Clerk**

**Attachment: RESOLUTION 17-23 (2353 : ADOPT RESOLUTION NO 17-23 GARY SCHAEFER PROMOTION TO LIEUTENANT)**

**RESOLUTION NO 17-24  
ATLAS TOWNSHIP  
DAN TENZCA PROMOTION TO LIEUTENANT  
SPECIAL MEETING TUESDAY, OCTOBER 3, 2017 4:30 P.M.**

**BE IT RESOLVED** that the Atlas Township Board of Trustees does hereby promote Fire Fighter Dan Tenzca to the position of Lieutenant; and

**BE IT FURTHER RESOLVED** that the wage for this position is set at \$22.24 per hour.

**YEAS:**

**NAYS:**

**ABSENT:**

**RESOLUTION DECLARED ADOPTED**


Teresa L. Onica, CMC  
Township Supervisor

I, Katherine Vick, the duly elected and acting Clerk of Atlas Township, hereby certify that the foregoing resolution was adopted by the Township Board by a roll call vote at a special meeting of the Board held on October 3, 2017, at which meeting a quorum was present.

---

**Katherine Vick  
Atlas Township Clerk**

**Attachment: RESOLUTION 17-24 (2354 : ADOPT RESOLUTION NO 17-24 DAN TENZCA PROMOTION TO LIEUTENANT)**


 Items: 0\_Total: \$0.00 ([././././cart.aspx](#))



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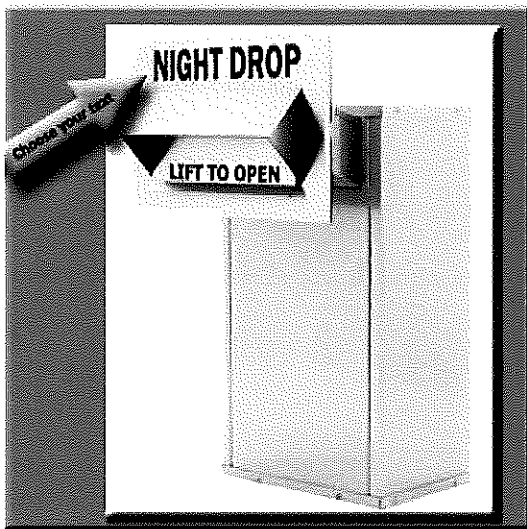
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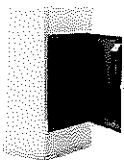
[Home \(/\)](#) > [Payment Drop Box \(/paymentdropbox.aspx\)](#) > [In-Wall Drop Boxes \(/in-walldropboxes.aspx\)](#) > Document Depository Unit for Large Envelopes



(<http://www.interbank-equipment.com/images/products/display/DDUlg.jpg>)



[\(/images/products/detail/Large\\_Envelope\\_Document\\_Depository\\_Unit\\_AS0118DDU.jpg\)](#)



[\(/images/products/detail/ddudoorlg.jpg\)](#)



[\(/images/products/display/DDUlg.jpg\)](#)

Attachment: DROP BOX INFORMATION (2352 : AUTHORIZE PURCHASE OF TREASURER/CLERK AFTER HOURS DROP BOX)

Chat With Us

# Document Depository Unit for Large Envelopes

7.4.a

Part No. / SKU: AS-0118-DDU

Price: \$1,658.00

Quantity:

1

Add to Cart

**Free Shipping! Ships within 2 weeks.**

## Personalization and Product Options

\* denotes required field

Wall Thickness Must Be Noted\*

Select ...

Door Hinged on Right or Left\*

Door Hinged on Right

Double Lock Entry Door

Single Lock Standard

Lockable Lift Plate

Standard Lift Plate

Add a Back Plate if installing through glass

Select ...

Custom Sign (example: NIGHT DROP, LIFT TO OPEN)

Custom Header Text (example: NIGHT DROP)

Custom Flap Text (example: LIFT TO OPEN)



[Request a written proposal \(/contact-us.aspx\)](/contact-us.aspx)

## Product Information

The **Document Depository Unit** is perfect for Accountant's Offices, Laboratories, and other facilities that normally receive larger envelope drop offs.

- The Receiving chest is 12" (D) x 18" (W) x 32" (H) and made of heavy gauge steel steel powder coated gray.
- The Access door is positioned opposite the chute. 13" W x 29" H
- A Registered Lock & 2 keys are included.
- The Stainless Steel Head is 14" high x 22" wide and has a protective rain shield and lift plate. Four (4) threaded studs are welded on the back to fasten securely to chute's flange.
- The Slot Opening has an adjustable restrictor plate enabling an opening from 1/2" - 2-3/4" high wide.

Chat With Us

Packet Pg. 6

Attachment: DROP BOX INFORMATION (2352 : AUTHORIZE PURCHASE OF TREASURER/CLERK AFTER HOURS DROP BOX)

**Delivery Chute** heavy gauge finished steel and secured with (4) lags driven thru pre-drilled holes on each side of chute. hinged weatherized tamper guard is installed at chute entry and a second guard installed at chute end all to prevent fishing and energy loss.

### Personalization

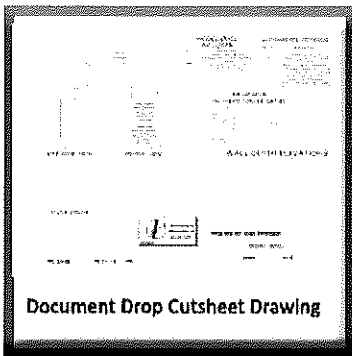
**Double Lock Entry Option** - door panel with (2) eight tumbler, all brass works locks and (2) double-bitted keys for each lock. Great for financial accountability and security.

**Backer Plate** is required when installing the DDU through glass to secure the head. Take notes of mullions between the window and the cabinet. Refer to cut sheet for glass rough opening information.

**Custom Sign** - Two (2) black signs: "NIGHT DROP", "LIFT TO OPEN" are included. Custom signs available upon request at no extra charge. Please indicate the text of your sign in the notes section at checkout.

Attention Contractor: Please refer to the cutsheet for rough opening dimensions.. Wall depth measurement is needed at time of order as we build the chute to travel your wall's thickness.

### Cut Sheet



([productdrawings/IBE-DDU.pdf](#))

### CUSTOMERS SAY

"Thank you so very much! You have been the best company I have dealt with yet (which have been a few) thanks again!" - Jacqueline, Pepsi Beverages Company

[READ ALL >> \(./././TESTIMONIALS.ASPX\)](#)

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[Ticket/Teller Windows \(./././Transactionwindows.aspx\)](#)

[Drive-Thru Windows \(./././Drive-Thruequipment.aspx\)](#)

[Hurricane Rated Windows \(./././HurricaneandImpactRatedPassThruWindows.aspx\)](#)

#### DOORS

[Security Doors \(./././Bullet-Resistant-Doors.aspx\)](#)

[Bullet Resistant Doors \(./././Bullet-Resistant-Doors.aspx\)](#)

#### WALL PANELS

[Bullet Resistant Wall Panels \(./././Bullet-Resistant-Panels.aspx\)](#)

#### DRAWERS

[Walk-Up Transaction Drawers \(./././Transactiondrawers.aspx\)](#)

[Drive-Up Transaction Drawers \(./././Transactiondrawers.aspx\)](#)

[Bulk Item Drawers \(./././Transactiondrawers.aspx\)](#)

#### SAFES

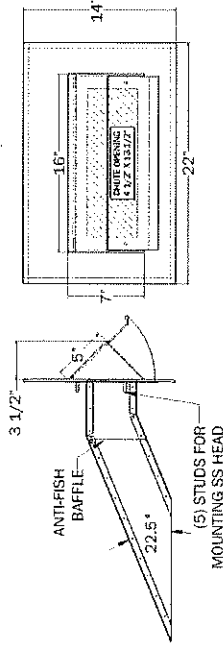
[Cash Drop Safes \(./././Cashdropsafes.aspx\)](#)

[Fireproof Safes \(./././Safesfireproof.aspx\)](#)

[High Security Safes \(./././Highsecuritysafes.aspx\)](#)

MODEL AS-0118 DDU INCLUDES		ACCESSORY OPTIONS	
PART ID	DESCRIPTION	PART ID	DESCRIPTION
XXXX	LOCKED CHEST, SS HEAD, DELIVERY CHUTE, LOCK AND KEYS, SIGNS: "TIGHT DROP" & "LIFT TO OPEN" CUSTOM SIGNS AVAILABLE AT NO ADDITIONAL CHARGE	0608	LOCKABLE LIFT PLATE INCLUDES LOCK BAR, PAD LOCK, AND 2 KEYS
		1217	MEDIA SLOT RESTRICTOR PLATE ADJUSTABLE FROM 1/2" TO 2 3/4" X 13 7/8" WIDE. PLATE ATTACHES BEHIND EMDU SS HEAD.
		1114	COLOR COATED ARMOR, ENTIRE STAINLESS STEEL HEAD, CHUTE, AND CABINET ONE COLOR

**SS HEAD & DELIVERY CHUTE DETAIL**



**WALL DEPTH ELEVATIONS**

ASSUMES SAME INTERIOR AND EXTERIOR GRADE

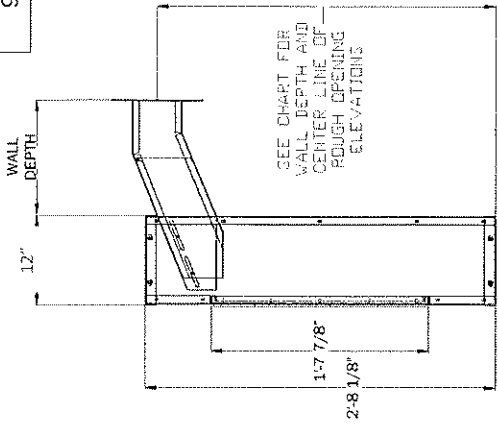
WALL DEPTH	C.L. OF ROUGH OPENING
4" - 6"	28 3/4" - 28 3/4"
6" - 8"	28 3/4" - 29 3/4"
8" - 10"	29 3/4" - 30 3/4"
10" - 12"	30 3/4" - 31 3/4"
12" - 14"	31 3/4" - 32 3/4"
14" - 16"	32 3/4" - 33 3/4"
16" - 18"	33 3/4" - 34 3/4"
18" - 20"	34 3/4" - 35 3/4"
20" - 22"	35 3/4" - 36 3/4"
22" - 24"	36 3/4" - 37 3/4"

**Drop Box for Large Envelopes**

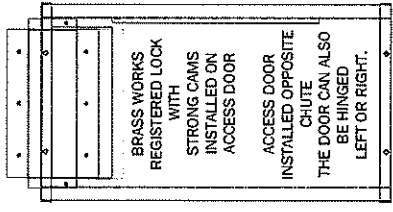
Represented by  
Black Canyon, AZ  
866-286-4400  
Interbank-Equipment

TOL: UNLESS OTHERWISE SPECIFIED  
ANGLES: ±1°  
XX±.030  
XXX±.010

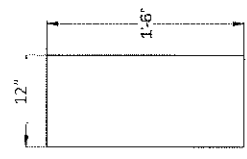
ROUGH OPENING  
9" X 16"



LEFT SIDE VIEW



FRONT VIEW



FOOT PRINT

THE INFORMATION CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF AMERICAN BOOK RETURNS. ANY MISUSE IN PART OR AS A WHOLE IS STRICTLY PROHIBITED BY AMERICAN BOOK RETURNS.

REV	DESCRIPTION	DATE	BY
	RELEASE	09-21-11	JRS

SHEET	PART ID #	SCALE	REV
	XXXX	NTS	

AS-0118 DDU Document Depository Unit

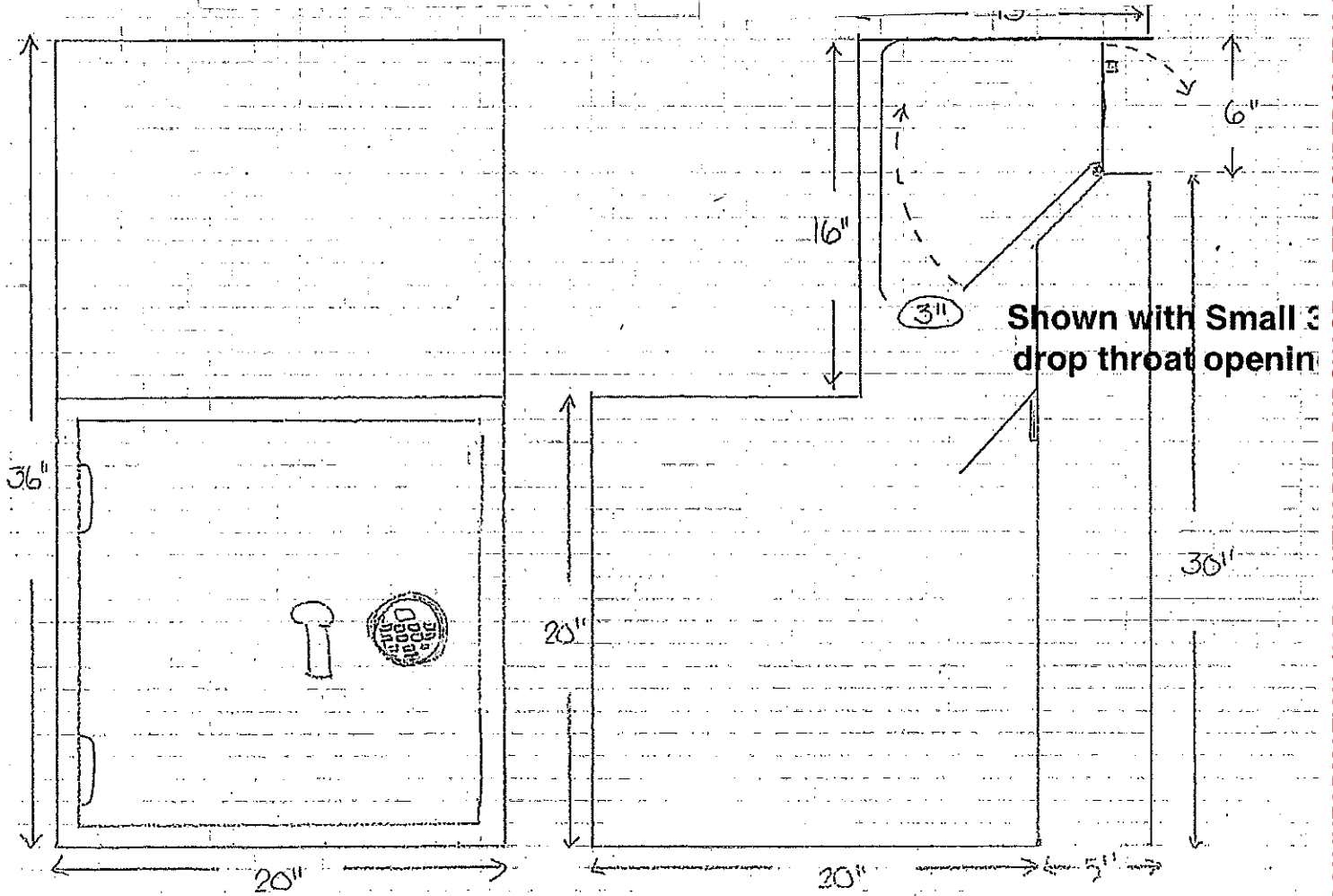


L x W x H pkg.  
how thick wall is.  
Stone

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Kathryn Taormina, Account Executive  
ktaormina@mbssecurities.com  
800-967-4509



Attachment: DROP BOX INFORMATION (2352 : AUTHORIZE PURCHASE OF TREASURER/CLERK AFTER HOURS DROP BOX)

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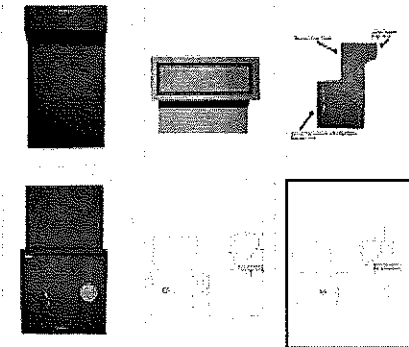
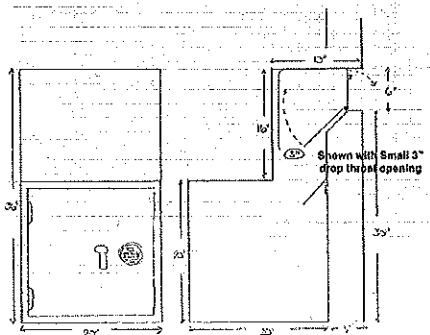
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**THROUGH THE WALL DEPOSIT DROP WITH RECEPTACLE SAFE**

\$2,399.99

**+ Add to Cart**

Item# P-GN2020-C4-5

Shipping:

Packet Pg. 10

Attachment: DROP BOX INFORMATION (2352 : AUTHORIZE PURCHASE OF TREASURER/CLERK AFTER HOURS DROP BOX)



Free with order over \$100

\* Wall Chute Length Option:

4" Wall (...)

\* Drop Slot Hooper Drop Package Height:

Standar...

Quantity:

1

SHARE



product review1

### PRODUCT DESCRIPTION

Free ground shipping in the contiguous 48 United States for orders over \$100.

Our extra large Through the Wall Drop with Receptacle is much like a safe. The drop chute and large hopper door is large enough to accept bank bags or other large items so they can be securely dropped through a wall and into the secure receptacle. This through the wall drop box has an option for a wall thickness as small as 4 inches and as thick as 14 inches. The hopper door will need to be recessed in your wall 2 inches, therefore please be prepared to partially frame around the hopper drop door. The recessed hopper drop door is part of the design and is required to keep the high security level for this drop box. With the recessed hopper door if someone partially open the door to attempt to phish items out the wall will interfere with their attempts.

Attachment: DROP BOX INFORMATION (2352 : AUTHORIZE PURCHASE OF TREASURER/CLERK AFTER HOURS DROP BOX)

There are two options for this drop box. The first is the wall thickness. First note, as shown on the line drawing under the main image, the drop slot will be recessed in your wall. This is for added security which makes it more difficult for someone to phish or pull items out of the drop box. With this first option, pick the wall thickness closest to the thickness of the wall you will be installing the unit in.

The second option is for the package or drop slot throat depth. The standard depth will accommodate packages or money bags up to 4 inches thick (high). Another option is for a smaller throat, this is for added security if you are dropping only small thin envelopes. The next option is the medium height (thickness) will accommodate up to 5 inches high. The other two options are 6" and 8" high. If you need a drop box to accommodate a package larger please contact us directly via email or by phone. The maximum width of package which will be accepted is just under 20 inches wide.

The two line drawings shown above illustrate two different throat size options. We highly recommend picking the throat size 1 inch larger than the maximum thickness you expect to be dropped into the through the wall drop safe. For example if your money bag is 12" L x 4" W x 3" H it would be in your best interest to pick the 4 inch standard height throat size. This extra inch will allow the items to more easily be deposited into the locked through the wall drop safe.

Contact us directly for customization to fit your individual needs.

### **Through the Wall Drop Box Specifications:**

- MODIFIED DROP HOPPER WITH 6" X 20" DEPOSITORY
- 12 GAUGE STEEL WALLS & 10 GAUGE STEEL DOOR
- OPTIONAL 4" to 14" WALL THICKNESS (allow for 2 in recess for drop door)
- HOPPER DOOR has a 2" RECESS IN WALL
- 6" HIGH HOPPER DROP DOOR
- OPTIONAL 2" to 8" MAX DROP CAPACITY (THROAT)
- BLACK POWDER COAT FINISH
- LAGARD ELECTRONIC LOCK
- FOUR 3/8" MOUNTING HOLES BOTTOM
- INCLUDES EXTERIOR FINISHING FLANGE

- OVERALL MEASUREMENTS: 36"H X 20"W X 25"D INCLUDING DEPOSITORY
- HINGE (ON ACCESS DOOR) REVERSED TO LEFT SIDE
- Approx weight is 265 lbs. Shipping weight approx 300 lbs.

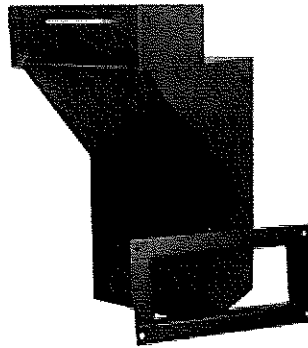
This Through the Wall Bank Bag Deposit Drop with Receptacle Safe can be customized to meet your individual needs. Please contact us for custom modifications and pricing. We can modify the drop chute to work with most any sized wall thickness.

### PRODUCT REVIEWS

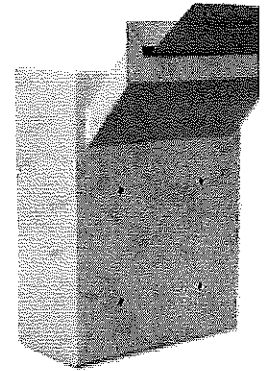
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### CUSTOMERS ALSO VIEWED

### RELATED PRODUCTS



Custom High Security Through the Wall Deposit Drop Box with Hopper Drop Door  
\$789.99



Through Wall Adjustable Drop Box  
\$249.99

Attachment: DROP BOX INFORMATION (2352 : AUTHORIZE PURCHASE OF TREASURER/CLERK AFTER HOURS DROP BOX)

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