

**CHARTER TOWNSHIP OF FENTON BOARD OF TRUSTEES  
MINUTES FOR SPECIAL MEETING OF AUGUST 6, 2003**

**FENTON TOWNSHIP CIVIC COMMUNITY CENTER  
12060 MANTAWAUKA DRIVE, FENTON, MICHIGAN**

Supervisor Gabrielson called the meeting to order at 8:00 a.m.

Present: Gabrielson, Mueller, Garfield, Brancheau, Krug, Mathis, McKenna and  
Office Manager Broecker

Absent: None

**EXPENDITURES:**

Supervisor Gabrielson reviewed information regarding invoices submitted by Bostwick Excavating. Concerns raised at the 8/4/03 board meeting related to the inclusion of sales tax on invoices for materials and the 15% upcharge on work completed by subcontractors. Supervisor Gabrielson clarified that materials purchased by Bostwick are not tax exempt, even though they are being purchased for Township projects. Materials purchases are only tax exempt if purchased and paid for directly by the Township. Mike Bostwick explained that the 15% added to subcontractor services is for project management and oversight. He also pointed out that his rate is lower than the industry standard of 20%. Supervisor Gabrielson noted that Bostwick has not been charging the Township his standard \$60 per hour supervision fee, which would have totaled over \$160,000 to date. The 15% upcharge on materials and subcontractor work has totaled less than \$10,000. Trustee Mathis stated that her concern is that the 15% charge on subcontractor work is not on Bostwick's rate schedule. Mr. Bostwick agreed to revise the schedule immediately. Trustee Mathis also stated that the 15% should not be added to the sales tax portion of materials bills. Mr. Bostwick responded that this is a standard practice but would consult his accountant to make sure everything is correct. The Township will also research this issue.

Motion to approve payment of the Bostwick Excavating invoice in the amount of \$92,986.07.

Motion by: Mueller

Seconded: Krug

Ayes: Gabrielson, Mueller, Garfield, Brancheau, Krug, Mathis, McKenna

Nays: None

Motion carried.

**ADJOURN:** Meeting adjourned at 8:45 a.m.

---

Carl Gabrielson, Supervisor

---

Charles Mueller, Clerk

**Minutes Posted 8/6/03**