



BOARD OF TRUSTEES
Regular Meeting
October 26, 2022
7:00 p.m.

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. PRESENTATIONS
6. PUBLIC HEARINGS
7. PUBLIC COMMENT: Restricted to three minutes regarding items on this agenda
Note: This is an opportunity for comments only, questions to the Board will not be answered at this time. For specific answers to questions, please call Township Hall (989-772-4600)
8. CLOSED SESSION
9. REPORTS/BOARD COMMENTS
 - A. Current List of Boards and Commissions – Appointments as needed
 - B. October Monthly Activity Report
 - C. Planning Commission, EDA, Sidewalks, and ZBA updates by Community and Economic Development Director
 - D. Board Member Reports
10. CONSENT AGENDA
 - A. Communications
 - B. Minutes – October 12, 2022 – Regular Meeting
 - C. Accounts Payable
 - D. Payroll
 - E. Meeting Pay
 - F. Fire Reports

11. NEW BUSINESS

- A. Discussion/Action: (Smith) Introduction and First Reading of Cross Connection Ordinance Update
- B. Discussion/Action: (Stuhldreher) Certify Delinquent Special Assessments from McGuirk Subdivision and Carriage Hill Estates
- C. Discussion/Action (Stuhldreher) Computer Server Purchase Request
- D. Discussion/Action: (Stuhldreher) Policy Governance 2.5 Financial Condition and Activities
- E. Discussion/Action: (Stuhldreher) Policy Governance 4.3 Delegation to the Township Manager & Management Team

12. EXTENDED PUBLIC COMMENT: Restricted to 5 minutes regarding any issue

Note: This is an opportunity for comments only, questions to the Board will not be answered at this time. For specific answers to questions, please call Township Hall (989-772-4600)

13. MANAGER COMMENTS

14. FINAL BOARD MEMBER COMMENT

15. ADJOURNMENT

Hybrid Meeting Instructions for the Charter Township of Union Board of Trustees Meeting

The public can view all Union Township meetings live by clicking on our [YouTube Channel](#). For those who would like to participate during public comment, you can do so via Zoom.

[Click here](#) to participate in the Zoom Meeting via computer or smart phone. (Meeting ID Enter “829 4309 7870” Password enter “300757”). Access to the electronic meeting will open at 6:50 p.m. and meeting will begin at 7:00 p.m.

Telephone conference call, dial (312-626-6799). Enter “829 4309 7870” and the “#” sign at the “Meeting ID” prompt, and then enter “300757” at the “Password” prompt. Lastly, re-enter the “#” sign again at the “Participant ID” prompt to join the meeting.

- All public comments for items on the agenda will be received during the Public Comment section of the Agenda and any issue not on the agenda will be received during the Extended Public Comment section of the Agenda.
- Computer/tablet/smartphone audience: To indicate you wish to make a public comment, please use the “Reactions” icon. **Next, click on the “Raise Hand” icon** near the bottom right corner of the screen.



- **To raise your hand for telephone dial-in participants, press *9.** You will be called on by the last three digits of your phone number for comments, at which time you will be unmuted by the meeting moderator.
- Please state your name and address for the minutes and keep public comments concise.

You will be called upon once all in-person comments have been received, at which time you will be unmuted by the meeting moderator.

Persons with disabilities needing assistance should call the Township office at (989) 772-4600. Persons requiring speech or hearing assistance can contact the Township through the Michigan Relay Center at 711. A minimum of one (1) business day of advance notice will be necessary for accommodation.

Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	James	Thering	11/20/2024
2-Chair	Phil	Squatrito	2/15/2023
3-Vice Chair	Ryan	Buckley	2/15/2025
4-Secretary	Doug	LaBelle II	2/15/2025
5 - Vice Secretary	Tera	Albrecht	2/15/2024
6	Stan	Shingles	2/15/2024
7	Paul	Gross	2/15/2025
8	Jack	Williams	2/15/2023
9	Jessica	Lapp	2/15/2023
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1- PC Rep	Ryan	Buckley	2/15/2025
2 - Chair	Andy	Theisen	12/31/2022
3 - Vice Chair	Liz	Presnell	12/31/2022
4 -	Breanne	Moeggenberg	12/31/2022
5 -	Brandon	LaBelle	12/31/2022
Alt. #1	vacant seat		12/31/2022
Alt. #2	vacant seat		2/15/2021
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Doug	LaBelle II	12/31/2022
2	Sarvjit	Chowdhary	12/31/2022
3	Bryan	Neyer	12/31/2022
Alt #1	Randy	Golden	12/31/2022
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Colin	Herren	12/31/2023
2	Joseph	Schafer	12/31/2023
3	Andy	Theisen	12/31/2023
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2022
2	John	Dinse	12/31/2023
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2023
2	Lynn	Laskowsky	12/31/2025



Board Expiration Dates

EDA Board Members (9 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	Bryan	Mielke	11/20/2024
2	Thomas	Kequom	4/14/2023
3	James	Zalud	4/14/2023
4	Richard	Barz	2/13/2025
5	Robert	Bacon	1/13/2023
6	Marty	Figg	6/22/2026
7	Cheryl	Hunter	6/22/2023
8	Jeff	Sweet	2/13/2025
9	David	Coyne	3/26/2026
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	12/31/2022
2	vacant seat		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Robert	Sommerville	12/31/2022
Sidewalks and Pathways Prioritization Committee (2 year term -PC Appointments)			
#	F Name	L Name	Expiration Date
1 - BOT Representative	Kimberly	Rice	11/20/2024
2 - PC Representative	Stan	Shingles	2/15/2024
3 - Township Resident	Jeff	Siler	8/15/2023
4 - Township Resident	Jeremy	MacDonald	10/17/2022
5 - Member at large	Phil	Hertzler	8/15/2023
Mid Michigan Aquatic Recreational Authority (2 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1-City of Mt. Pleasant	John	Zang	12/31/2023
2-City of Mt. Pleasant	Judith	Wagley	12/31/2022
1-Union Township	Stan	Shingles	12/31/2023
2-Union Township	Allison	Chiodini	12/31/2022
1-Mt. Pleasant Schools	Lisa	Diaz	12/31/2022
1-Member at Large	Mark	Stansberry	2/14/2025
2- Member at Large	Michael	Huenemann	2/14/2025



Monthly Report

From: Township Manager

To: Board of Trustees

Month/Year: October 2022

Global Ends

- 1.1 Community well-being and the common good
- 1.2 Prosperity through economic diversity, cultural diversity, and social diversity
- 1.3 Safety
- 1.4 Health
- 1.5 Natural environment
- 1.6 Commerce

Future Board of Trustee Meeting Agenda Items

Finance

- General Fund Reserve Policy recommendation
- FY 2022 Budget amendment #2 (November)
- FY 2023 Budget adoption
 - Board set date for Public Hearing for 2023 Budget (11/9/22)
 - Public Hearing FY 23 Budget (11/22/22)
 - Budget adoption (12/14/22)
 - Adopt 2023Year BOT meeting schedule
- Annual PA 152 Exemption from statutory limit contribution for employee healthcare benefit (11/9/22)
- Set Annual Poverty Exemption Guidelines for property tax exemption

Community and Economic Development

- PREZ22-02 Zoning Ordinance Text Amendments – a set of technical amendments currently being compiled by staff in consultation with the Township Attorney to address details that have come up through application of the Ordinance and recent changes to state law.
- Consideration of an updated Stormwater Management Ordinance for adoption (11/22/22)

- Consideration of a new 2023 - 2027 Parks and Recreation Master Plan for adoption, following a recommendation from the Planning Commission and a public hearing.
- Consideration of an updated Sidewalk and Pathway Ordinance for adoption.
- Consideration of an updated Private Road Ordinance for adoption.
- Consideration of new International Fire Code Ordinance for adoption, which would replace Ordinance No. 2014-05 and would reference the updated fire code to be enforced by the Mt. Pleasant Fire Department in both the city and the Township.
- Possible future Planned Unit Development (PUD) application for the Mt. Pleasant Airport to establish a plan for future airport improvements and to expand options for airport-related business activities beyond the limited scope currently allowed under the current the AG (Agricultural) zoning district designation.
- Resolution in support of Chippewa River Master Plan

Public Services

- Infrastructure Investment and Jobs Act (IIJA) Project Plans
- Consider amendments to water/sewer ordinance to
 - Consider elimination of REU basis for variable cost billing component and move to actual usage
- Approval of Metro Permit Application – Winn Telecom

Significant Items of Interest Longer Term

Finance

- Implement BS&A Purchase Orders
- Complete the General Ledger migration to the new chart of accounts required by the State of Michigan
- Cross-train for invoice entry and cash receipting
- Measure and price all exempt properties to better understand impact/volume/ of tax-exempt properties

Community and Economic Development

- The Department Director will work with the City staff to develop a proposal for a viable, City DDA-funded cross-access between the Target property in the Township and the shopping center property to the north in the City's Downtown Development Authority District.
- The Department Director plans to evaluate potential benefits and challenges for the department to pursue a Redevelopment Ready Community certification through the state's RRC program
- The Department Director is working with the county Community Development Dept. Director to develop a draft reciprocal intergovernmental agreement proposal for Isabella County to provide for residential and commercial building inspection services during vacations and other periods when the Township's Building Official is temporarily absent, which would be subject to approval by the Township Board of Trustees and the county Board of Commissioners
- Economic Development - The Department Director continues work with MDOT project team members regarding details of the planned (2023-2024) project to reconstruct E. Pickard Rd. (M-20) from E. Mission Rd. eastward through the US-127 interchange area to coordinate impacts and reinstallation of local infrastructure
- Building Services – Moving old, scanned prints to proper location within BS&A.

- Zoning Administration - Develop monitoring system for approved home occupation permits, special use permits, and site plans
- Planning Commission – The Commission will work on the required 5-year review of the Master Plan and recommend updates as needed
- Zoning Board of Appeals – Consider updates to the ZBA bylaws to coordinate with Zoning Ordinance 20-06.
- Repeal of the outdated and unenforceable Ordinance 2011-4 for marihuana dispensaries and growing operations
- Bulk digitization of building plans, site plans, subdivision plats, and associated permit and approval documents in long-term storage.
- Develop soil erosion control process to integrate with site plan review process more seamlessly.
- Consider updates to the Township’s ordinance on open burning.
- Consider updates to the Noxious Weeds Ordinance No. 1998-5 to improve consistency in applicable regulations of tall grass and weeds.
- Consider updates to the Subdivision of Land Ordinance No. 1994-6 for consistency with updates to the state’s subdivision plat approval requirements.
- Other Activities – Consider ways to maximize the usefulness, readability, and functionality of the Township website’s Announcements, Public Notices, and News features

Public Services

- WWTP - Sludge Storage Tank installation
- Pump Station #5 upgrade
- Pump station #5 service area smoke and dye testing
- Pump station #1 replacement/upgrade
- Lead and copper service line replacement as identified
- Meridian Road iron removal filter maintenance approval – (rebidding – due to lack of bids)
- Delivery of Vac Truck delayed until October of 2022
- New township hall feasibility study continues

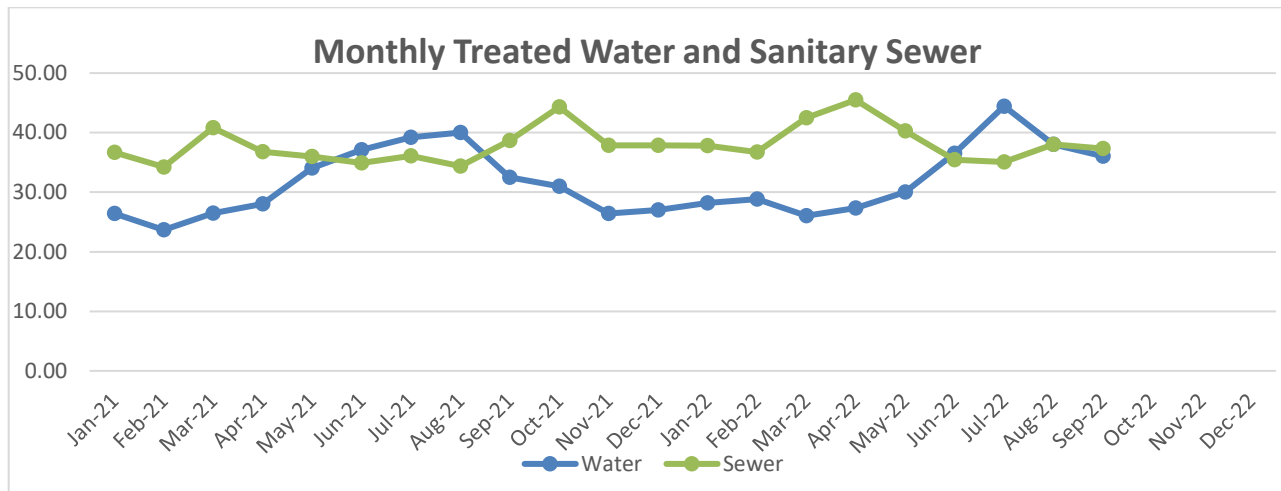
Miscellaneous

- Township Manager attended the following community events/meetings
 - Chamber Economic Outlook/State of Community Lunch
 - Rollie Dennison Leadership Institute Graduate Mixer
 - Epicenter Advisory Listening Session
 - Mt Pleasant Area Convention and Visitors Bureau Award Presentation
 - Michigan Municipal Executive Regional Manager Meeting
 - City, County, CMU, Township & Tribe Monthly Meeting
 - Voice Mt. Pleasant Task Force Meeting
- 9th Annual Clean Up day held
- Painting and carpeting of township hall ongoing
- Legal Matters
 - Settlement discussions continued Re: Zalud/CC maters
 - Former Assessor DePriest removed from Pung Matter case
- The Community and Economic Development Director participated in an economic development-related professional development workshop hosted by the Michigan Economic Developers Association in Lansing.

- Staff from the Community and Economic Development and Finance departments participated in a training session for the BS&A Building Module the purpose of which is to increase use of module functionality
- The Community and Economic Development Director attended an in-person regional conference event in Bay City sponsored in part by the East Michigan Council of Governments (EMCOG).
- Amy Peak and Tera Green worked together with the Community and Economic Development Director to prepare “A Very Warm Welcome” flyer to be handed out during the Middle Michigan Development Corporation’s sponsored networking event on 10/8/2022 (during CMU’s Homecoming weekend) to connect area employers with career-seekers who previously lived in mid-Michigan but have moved away.
- The Building Official provided the following services during the month:
 - 38 Inspections
 - 10 Permits issued
 - 10 Certificate of Occupancies
 - Continued progress on work at Dunkin Donuts, Summerhill Village Clubhouse
 - Final out permit for Day’s Inn
 - Final out Kuji Hibatchi permit
 - Issued Crumbl Cookies permit
 - Continued work on Isabella Citizens for Health phase 2 construction
- The Zoning Administrator provided the following services:
 - (5) Zoning review approval letters for building permit applications.
 - (2) yard sale permits
 - (7) Miss Dig notifications for various projects. Owners contacted for permits on projects.
 - Minor Site Plan approved for Consumers Energy - installation of gates and additional security improvements on their sites adjacent to S. Mission Road near E. Baseline Rd.
 - Fence permit for enclosure of the Township Water Tower located at McDonald Park.
 - Sign Permit for the Heirloom Grove Agri-Tourism operation at 5297 Heirloom Grove.
- Monthly fire extinguisher, AED, and eye wash inspections
- Completed 2022 Biosolids Land Application
- Prepared for and noticed customers of the biannual hydrant flushing program planned for the period October 10, 2022- November 11, 2022
- 12-inch Water main repair and sampling completed on Bluegrass Road
- Completed (29) twenty-nine Shut Offs for non-payment and monitored payments for scheduled turn-ons
- Close McDonald & Jameson Park Restroom
- Attended ICRC regular board meetings
- Monthly Water reports submitted – no violations
- Monthly Sanitary Sewer reports submitted – no violations
- Sept 2022 – Treated Potable Water

Total Month:	36.056 mg
Average Day:	1.169 mgd
Max Day:	1.371 mgd
- Sept 2022 – Treated Sanitary Sewer

Total Month:	37.32 mg
Average Day:	1.24 mgd
Max Day:	1.39 mgd



Ordinance Enforcement Activities

- 475 S. Meridien Road – Unlawful business in the AG (Agricultural) District. The owner has relocated the Just Fab Graphics business operation to an existing commercial building space, which resolves the violations. This matter is now closed.
- 5281 Jonathon Ln. Complaint about noise and condition of a fence. The property is currently vacant and no additional ordinance violations were observed during a follow up site visit. This matter is now closed.
- 5594 S Mission Rd. – Unlawful residential rental unit. The owner has completed the necessary work to resolve the violations. This matter is now closed.
- 1715 E. Bellows. - Complaint of cars parked in road and on the lawn of residential property. The occupants responded to the notices delivered and no violations were observed during follow up site visits. This matter is now closed.
- S. Mission Rd./Northwinds Dr. – Complaint about parking of vehicles in a manner that blocked emergency access and unlawful use of the About Time Transport offices as a residence. Parking violations were corrected in response to the notice and no confirmation of an unlawful residence was observed during site visits. This matter is now closed.
- 4466 S. Crawford Rd. – Unlawful residential rental unit constructed without permits and occupied without the required rental certification. The unit is vacant, and the owner responded promptly to notification of the violations to apply for the after-the-fact building permit to resolve the violations. The owner has also confirmed that the space will now be occupied as part of their primary residence. With the remaining work subject to final building permit inspections, this matter is now closed.
- 1160 E Deerfield Rd. – Unlawful addition to a mobile home rental unit. The owner responded promptly to notification of the violations to apply for all required permits to remove the addition, restore the trailer to its original condition, and modify the deck. With the remaining work subject to final building and rental certification inspections, this matter is now closed.
- 5401 S. Lincoln Rd. – Pole barn accessory building constructed without permits. The owner responded to the initial notice to acknowledge responsibility and to confirm that he will take necessary steps to resolve the violations. An after-the-fact building permit application has been submitted and is currently under review. An on-site inspection by the Building Official and Zoning Administrator to verify dimensions and setbacks is in process.
- 954 E. Remus Rd. (Green Scene Landscaping). – Unlawful fill and drainage alterations. The owner has confirmed that all required corrective actions to the parking lot and site grading will be

completed before the grading permit expires in November. Upon completion, a final inspection will be conducted to verify compliance.

- 4941 E Valley Rd. – Dilapidated and potentially unsafe dwelling. This property has been the subject of previous code enforcement activity. Follow up reminder notices generated no response from the owner. Site visits found the property unoccupied. The owner’s principal challenge with competing necessary repairs is financial. Additional code enforcement action is planned, but the Building Official is also researching potential funding sources or other assistance options to help the owner be successful in resolving the violations.
- 3046 Jen’s Way (West Wood, McGuirk Sand and Gravel, Inc.) – Large dirt piles and establishment of a substantial dirt/debris screening operation to the rear of this site. An initial notice of violation for land use-related violations is in process.
- 2697 Bilbrael Dr. (PID 14-028-40-003-00). Blighted property at the west end of Bilbrael Dr. (the former Mt. Pleasant community swimming pool site), formerly owned by the estate of Brad Wood. The new owners are actively pursuing the building and swimming pool demolition, and plan to have the property cleaned up before the end of the summer. Their intent to eventually redevelop the property for one or two new single-family homes.
- 898 S. Mission Road. Site Plan enforcement complaint due to unlawful change of use without the required minor site plan approval. Cluster of cars all over lot, including unlawful parking on the lawn areas and in front yard. Owner contacted, with direction to submit a minor site plan for the major auto repair business change of use per Section 14.2.C. (Site Plan Approval Required). The Zoning Administrator and owner will meet to go over the minor site plan application requirements.

2022 CHARTER TOWNSHIP OF UNION
Board of Trustees
Regular Meeting Minutes

A regular meeting of the Charter Township of Union Board of Trustees was held on October 12, 2022, at 7:00 p.m. at the Union Township Hall.

Meeting was called to order at 7:00 p.m.

Cody moved **Bills** supported to appoint Treasurer Rice to chair the meeting in the absence of the Supervisor. **Vote: Ayes: 6 Nays: 0. Motion carried.**

Roll Call

Present:

Clerk Cody, Treasurer Rice, Trustee Bills, Trustee Brown, Trustee Hauck, and Trustee Thering

Excused:

Supervisor Mielke

Approval of Agenda

Cody moved **Hauck** supported to approve the agenda as presented. **Vote: Ayes: 6 Nays: 0. Motion carried.**

Presentation

Public Hearings

Public Comment

Open: 7:02 p.m.

No comments were offered.

Closed: 7:02 p.m.

Closed Session

Reports/Board Comments

- A. Current List of Boards and Commissions – Appointments as needed**
- B. Board Member Reports**
- C. Memo from Treasurer Rice: List of McGuirk Special Assessments (Step 1 to get them on the winter tax roll)**

Brown – gave an update on the Mt. Pleasant City Commission meeting held on October 10th.

Bills – gave an update on the Isabella County Board of Commissioners meeting held on October 4th.

Cody – gave an update on the Election Committee meeting and Public Accuracy Testing held on October 11th.

Consent Agenda

- A. Communications
- B. Minutes – September 28, 2022 – Regular Meeting
- C. Accounts Payable
- D. Payroll
- E. Meeting Pay
- F. Fire Reports

Hauck moved **Brown** supported to approve the consent agenda as presented. **Vote: Ayes: 6 Nays: 0. Motion carried.**

New Business

A. Discussion/Action: (Stuhldreher) Policy Governance 2.10 Communication & Support to the Board

Discussion by the Board

B. Discussion/Action: (Board of Trustees) 2023 Township Manager Contract Renewal Agreement

Bills moved **Brown** supported to approve the Township Manager’s Employment Agreement for calendar year 2023. **Roll Call Vote: Ayes: Cody, Rice, Bills, Brown, Hauck, and Thering. Nays: 0. Motion carried.**

C. Discussion/Action: (Board of Trustees) ARPA Funds Use Discussion

Discussion by the Board

EXTENDED PUBLIC COMMENT: RESTRICTED TO 5 MINUTES REGARDING ANY ISSUE

Open: 8:15 p.m.

No comments offered.

Closed: 8:15 p.m.

MANAGER COMMENTS

- The parks restrooms are closed for the season.
- Thanked Trustees, staff, and volunteers that help at the annual clean-up day.

FINAL BOARD MEMBER COMMENTS

Hauck – A trash compactor is needed at the Recycling Center for the residents to eliminate furniture left on the side of roads.

Thering – Requested that small items brought to clean-up day be bagged or in boxes.

Bills – Commented on the Policy Governance training she attended.

Brown – Asked for a Vac Truck report. Commented on the positive responses and safety concerns of the construction on Lincoln/Broomfield Road from the township citizens.

ADJOURNMENT

Bills moved **Brown** supported to adjourn the meeting at 8:30 p.m. **Vote: Ayes: 6 Nays: 0. Motion carried.**

APPROVED BY:

Lisa Cody, Clerk

Bryan Mielke, Supervisor

(Recorded by Tera Green)

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 101 POOLED CHECKING						
10/20/2022	101	560 (E)	00146	CONSUMERS ENERGY	5228 S. ISABELLA RD LED STREET LIGHTS 1933 S ISABELLA RD 5144 BUDD ST 5142 BUDD ST 1660 BELMONT DR 2055 ENTERPRISE DR 5537 E BROADWAY RD 2270 NORTHWAY DR 5525 E REMUS RD STREET LIGHTS 5240 E BROOMFIELD RD 2010 S. LINCOLN RD L4 LIGHT 900 MULBERRY LN 4244 E BLUEGRASS RD 5076 S MISSION RD 4822 ENCORE BLVD 4795 S MISSION ST 4797 S MISSION ST BARN 5369 S CRAWFORD RD 3248 S CONCOURSE DR 3998 E DEERFIELD RD 1876 E PICKARD RD 1776 E PICKARD RD 2188 E PICKARD RD 1876 S LINCOLN RD 2495 E DEERFIELD RD 2424 W MAY ST 2010 S LINCOLN RD 2180 S LINCOLN RD 5319 E AIRPORT RD 1046 S MISSION ST 800 CRAIG HILL RD 4520 E RIVER RD 1633 S LINCOLN RD 1605 SCULLY RD 2279 S MERIDIAN RD - PUMO HOUSE 2279 S MERIDIAN RD	6,031.25 205.96 476.25 32.93 75.29 96.88 227.13 76.46 33.49 58.85 1,653.10 1,037.22 56.52 50.39 68.44 1,132.32 119.57 2,877.26 405.57 63.08 119.43 75.81 47.72 71.24 87.59 17.63 76.22 644.10 765.62 30.82 55.76 130.84 51.57 131.91 260.94 51.53 102.57 1,890.18
						19,389.44
10/20/2022	101	561 (E)	00146	VOID	VOID	V
Void Reason: Created From Check Run Process						
10/20/2022	101	562 (E)	00146	VOID	VOID	V
Void Reason: Created From Check Run Process						
10/26/2022	101	24051	01358	21ST CENTURY MEDIA-MICHIGAN	NOTICE FOR ZONING MAP AMENDMENT NOTICE FOR DTE ORDINANCE 1ST READING	210.50 257.45
						467.95
10/26/2022	101	24052	01476	A LOT A CLEAN	TWP HALL WINDOW CLEANING	113.00
10/26/2022	101	24053	01600	BE GREEN LAWN SERVICES CO, INC.	WEED & FEED @ MCDONALD PARK	3,725.00
10/26/2022	101	24054	01278	BERENDS, HENDRICKS, STUIT INSURANCE	FHA BOND REQUIRED BY RURAL DEV	615.00
10/26/2022	101	24055	01788	BEST BARRICADING INC	BARRICADING RENTAL - BLUEGRASS RD	1,700.00
10/26/2022	101	24056	00072	BLOCK ELECTRIC	REPLACE SURGE SUPPRESSOR@WATER PLANT	7,800.00
10/26/2022	101	24057	00095	C & C ENTERPRISES, INC.	FLOOR CLEANER-ROLL TOWEL@WTR PLNT	014124.00

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/26/2022	101	24058	01528	CENTRAL MICHIGAN SURVEYING & DEV	REZONING BOND REFUND-PROJECT TERMINATED	781.02
10/26/2022	101	24059	00722	CHARTER TOWNSHIP OF UNION	WATER/SEWER BILL - 5243 JONATHAN LANE UTILITY BILLING WWTP Q3 2022 UTILITY BILLING PARKS & CONCESSIONS Q3 2	48.00 1,479.22 <u>2,413.61</u>
						3,940.83
10/26/2022	101	24060	00129	CMS INTERNET, LLC	MANAGED IT, EMAIL & PHONE SERVICE-NOV 20 REPLACEMENT KEYBOARD & MOUSE RENTAL INSP	9,985.01 <u>49.99</u>
						10,035.00
10/26/2022	101	24061	01731	COMMERCE CONTROLS INC	ANNUAL CALIBRATION	1,032.00
10/26/2022	101	24062	00155	COYNE OIL CORPORATION	FUEL IN TOWNSHIP VEHICLES-SEPT 2022	1,220.12
10/26/2022	101	24063	01242	CULLIGAN WATER	WWTP-FINANCE CHARGE AUG 2022 STMT WATER COOLER SHOP - SEPT 2022 COOLER RENT 10/1-10/31/22-ISABELLA ACCT#	1.58 62.00 <u>54.14</u>
						117.72
10/26/2022	101	24064	00994	CUSTOM HEATING & PLUMBING, INC	WTR PLANT - REPLACE SHOWER VALVE&TRIM JAMESON PARK, WINTERIZING	650.00 <u>220.00</u>
						870.00
10/26/2022	101	24065	01171	DBI BUSINESS INTERIORS	TWP OFFICE SUPPLIES-BLDG HEADSET TOWNSHIP HALL SUPPLIES-TAPE CREDIT FOR WRONG ITEMS INV:269274-0	217.35 241.89 <u>(209.90)</u>
						249.34
10/26/2022	101	24066	00209	ETNA SUPPLY COMPANY	2" OMNI WATER METER	1,215.00
10/26/2022	101	24067	01807	GORDON FOSTER	RETURN JAMESON HALL RENTAL DEPOSIT	250.00
10/26/2022	101	24068	00231	FOUR SEASON'S EXTERMINATING	TWP HALL INS/TREATMENT - OCT 2022	40.00
10/26/2022	101	24069	01776	DIANE GOLDING	WORK ON ELECTION FOIA PROCESSING	273.00
10/26/2022	101	24070	00257	GOURDIE-FRASER, INC.	2022 WATER SYSTEM RELIABILITY STUDY PT.2	2,500.00
10/26/2022	101	24071	01567	JEFF HOHLBEIN	CLOTHING ALLOWANCE REIMBURSEMENT	100.00
10/26/2022	101	24072	01721	HYDROCORP	CROSS CONNECTION CONTROL PRG/RESIDENTIAL CROSS CONNECTION CONTROL PRG/NON-RESIDEN	2,650.00 <u>950.00</u>
						3,600.00
10/26/2022	101	24073	00359	KERR PUMP & SUPPLY	SEWAGE PUMP FOR STOCK	8,147.36
10/26/2022	101	24074	00360	KIMBALL MIDWEST	EXTRACTORS	198.99
10/26/2022	101	24075	01300	LINDSAY SOFT WATER	TWP HALL SALT DELIVERY	48.00
10/26/2022	101	24076	01808	JEREMY MARTIN	JAMESON HALL DEPOSIT REFUND	250.00
10/26/2022	101	24077	00395	SHAWN MCBRIDE	CLOTHING ALLOWANCE REIMBURSEMENT	100.00
10/26/2022	101	24078	01356	MCLAREN CENTRAL MICHIGAN	RANDOM DRUG SCREENS	286.00
10/26/2022	101	24079	01356	MCLAREN CENTRAL MICHIGAN	CONSORTIUM FEE - Q3 2022	160.00
10/26/2022	101	24080	01806	MEDLER ELECTRIC	INDICATOR FUSE FOR PUMP STN #8	85.97
10/26/2022	101	24081	00506	MEEKHOF TIRE SALES & SERVICE INC	NEW TIRE FOR SEWER JETTER	241.29
10/26/2022	101	24082	00142	MICHIGAN OFFICE SOLUTIONS	PRINTER/COPIER SERV. AGREEMENT - OCT 202	1,052.01
10/26/2022	101	24083	01199	MID MICHIGAN ANSWERING SERVICE	ANSWERING SERVICE-Q4 2022	390.00
10/26/2022	101	24084	01761	MID MICHIGAN COLLEGE	BOND REFUND-REMAINING FUNDS	265.85
10/26/2022	101	24085	00463	MT. PLEASANT HEATING & AIR COND	TWP HALL FURNACE - PILOT LIGHT	115.00
10/26/2022	101	24086	00466	MT. PLEASANT RENTAL CENTER	PORTA-JOHN RENTAL, CLEAN UP DAY	102.00
10/26/2022	101	24087	01805	NUFRIGRO ENVIRONMENTAL SOLUTIONS	HAULING & LAND APP OF BIOSOLIDS	28,111.20
10/26/2022	101	24088	01789	OHM ADVISORS	DENSITY TESTING - BLUEGRASS RD REPAIR	<u>015795.50</u>

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/26/2022	101	24089	01136	OPTO SOLUTIONS, INC	SNAP 2-CH ANALOG CURRENT INPUT MODULE	416.70
					SNAP 2-CH ANALOG INPUT MODULE	736.70
					SNAP 2-CH ANALOG CURRENT INPUT MODULE	816.70
						<u>1,970.10</u>
10/26/2022	101	24090	01007	RITE-WAY ASPHALT PAVING	SEWER & WATER REPAIRS	5,459.00
10/26/2022	101	24091	01595	ROMANOW BUILDING SERVICES	JANITORIAL SERVICES SEP 2022 - TWP HALL	527.14
					JANITORIAL SERVICES SEP 2022 - WWTP	316.29
					JANITORIAL SERVICES SEP 2022 - WTR	316.29
						<u>1,159.72</u>
10/26/2022	101	24092	01801	TERESA ROULO	ELECTION PREPERATION	224.00
					ELECTION INFO-FOIA PROCESSING	161.00
						<u>385.00</u>
10/26/2022	101	24093	00570	RS TECHNICAL SERVICES, INC.	PUMP TUBE ASSY	204.20
10/26/2022	101	24094	01293	SHAY WATER CO/CUSTOM COFFEE SERV	COFFEE BREWER RENT - Q3 2022	45.00
10/26/2022	101	24095	01542	STERICYCLE, INC.	PAPER SHREDDING SEP 2022 & CLEAN UP DAY	1,534.21
10/26/2022	101	24096	01495	MARK STUHLBREHER	CLEAN UP DAY - COFFEE & DONUTS 10/1/2022	96.00
					ROTARY DUES & PAYMENT FOR 1/2 LUNCHES	302.50
						<u>398.50</u>
10/26/2022	101	24097	00649	THIELEN TURF IRRIGATION, INC.	WINTERIZE BALL FIELDS IRRIGATION 2022	255.00
10/26/2022	101	24098	01654	TRACE ANALYTICAL LABORATORIES, INC.	SAMPLE HANDLING, STORAGE & DISPOSAL	24.00
10/26/2022	101	24099	01032	UNITED STATES POSTAL SERVICE	REPLENISH PERMIT # 11 - WATER/SEWER BILL	1,200.00
10/26/2022	101	24100	01013	USA BLUE BOOK	SADDLE FITTING CLAMP	179.67
					ALUMINUM POLE W/CONNECTOR	421.56
						<u>601.23</u>
10/26/2022	101	24101	00703	WASTE MANAGEMENT OF MICHIGAN, INC	DUMPSTER SERVICE - JAMESON OCT 2022	110.47
					DUMPSTER SERVICE-WWTP OCT 2022	262.00
					DUMPSTER SERVICE - SHOP OCT 2022	42.39
					DUMPSTER SERVICE-MCDONALD OCT 2022	128.42
					DUMPSTER SERVICE-TWP HALL OCT 2022	67.58
					DUMPSTER SERVICE-WTR OCT 2022	42.80
						<u>653.66</u>
10/26/2022	101	24102	01236	WEB ASCENDER	WEB HOSTING - Q4 2022	90.00
10/26/2022	101	24103	00710	WEBB CHEMICAL SERVICE	FERRIC CHLORIDE SOLUTION	8,160.22
10/26/2022	101	24104	00723	WINN TELECOM	PHONE SERVICE 10/1/22 - 10/31/22	341.52

101 TOTALS:

Total of 57 Checks:	122,988.95
Less 2 Void Checks:	0.00
Total of 55 Disbursements:	<u>122,988.95</u>

Charter Township of Union Payroll
--

CHECK DATE: October 13, 2022

PPE: October 8, 2022

NOTE: PAYROLL TRANSFER NEEDED

General Fund	\$	36,566.33
Fire Fund		
EDDA		
WDDA		
Sewer Fund		30,306.72
Water Fund		25,228.40
Total To Transfer from Pooled Savings	\$	92,101.45

NOTE: CHECK TOTAL FOR TRANSFER

BS&A Gross Payroll	\$	62,240.42
Employer Share Medicare		823.46
Employer Share SS		3,520.88
SUI		10.53
Pension-Employer Portion		5,085.23
Workers' Comp		420.88
Life/LTD		578.39
Dental		1,274.08
Health Care		22,655.63
Vision		369.16
Vision Contribution		(184.58)
Health Care Contribution		(4,692.63)
Flex Administrators		-
Cobra/Flex Administration		-
PCORI Fee		-
Total Transfer to Payroll Checking	\$	92,101.45



Union Township Report-1

Date: Tuesday, October 11, 2022



Alarm Date between 2022-10-03 and 2022-10-09

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
Union Township	0000801						
		10/3/2022 1:41:35 PM	745	Alarm system activation, no fire - unintentional	ENG 32	2	1
						Total Responding 2	
Union Township	0000805						
		10/6/2022 8:22:14 AM	745	Alarm system activation, no fire - unintentional	ENG 33	3	1
						Total Responding 3	
Union Township	0000806						
		10/6/2022 11:27:34 AM	321	EMS call, excluding vehicle accident with injury	ENG 33	2	1
						Total Responding 2	

Union Township	0000807						
		10/6/2022 1:31:03 PM	745	Alarm system activation, no fire - unintentional	ENG 33	3	1
						Total Responding 3	
Union Township	0000813						
		10/7/2022 3:46:56 PM	444	Power line down	ENG 33	2	1
						Total Responding 2	
Union Township	0000816						
		10/7/2022 8:21:40 PM	733	Smoke detector activation due to malfunction	ENG 33	2	1
						Total Responding 2	
Union Township	0000819						
		10/8/2022 9:03:18 AM	733	Smoke detector activation due to malfunction	ENG 33	3	1

							Total Responding 3
Union Township	0000820						
		10/8/2022 5:13:12 PM	322	Motor vehicle accident with injuries	ENG 33	3	1
						Total Responding 3	
Union Township	0000821						
		10/8/2022 6:43:08 PM	444	Power line down	ENG 33	2	1
						Total Responding 2	
Union Township	0000822						
		10/8/2022 11:59:58 PM	322	Motor vehicle accident with injuries	ENG 33	3	1
						Total Responding 3	
	Total Runs						Total Responding 25
	10						

Note: Alarms

1=Duty Crew

2=Paged Off Duty Full-time

3=Paged Paid-on-Call Firefighters

4=Paged All

Highlighted Yellow Indicates an Emergency Call

To: Mark Stuhldreher - Township Manager	DATE: October 12, 2022
FROM: Kim Smith – Public Service Director	DATE FOR BOARD CONSIDERATION: October 26, 2022
ACTION REQUESTED: To introduce and conduct a First Reading for the proposed Cross Connection Ordinance Update Number 2022-06.	

Current Action Emergency

Funds Budgeted: If yes Account # No N/A

Finance Approval _____

BACKGROUND INFORMATION

The State of Michigan Cross Connection Rules were adopted initially as part of Public Act 1913, Act 98 of 1972 and then later adopted into the Michigan Safe Drinking Water Act, Public Act 1976, Act 399, in 1976. Under this legislation Public Water Supplies are required to establish an effective Cross Connection Control Program in order to safe guard the public from the possibility of contamination of the water distribution system through cross piping containing contaminants or potential contaminants. The Cross Connection Rules apply to all commercial, and residential customers.

The Charter Township of Union Water Department operates a Cross Connection Inspection program. The program began in 1995 and consisted of the notification, inspection, re-inspection, records maintenance and management, and State of Michigan reporting. The program is governed by the State of Michigan Rules and Township Ordinances. The Township’s Water Service, Use and Rate Ordinance 1987-9 adopted the State of Michigan Water Supply Cross Connection Rules and language making it unlawful for any person to make or maintain any cross-connection between the Township Water System and a private water supply or other water supply. Ordinance 1987-9 was updated in 1993 with the adoption of Ordinance 1993-12. The updated ordinance provided a revised definition of a “Cross Connection” and additional language further defining the Township’s Cross Connection Program.

In 2020 The Public Services Department evaluated the most effective method of continuing the Cross Connection Program and expanding the program to our residential customers. It was determined that additional staff and supporting resources were needed. The evaluation ascertained for a system of our size seeking the services of a professional firm who specialize in Cross Connection Programs would be more beneficial from an operational and financial perspective. In 2020 Union Township approved a contract with Hydro Corp to assist with the Township’s Cross Connection Program.

The Scope of Services outlined in the contract with Hydro Corp includes review of the Township’s Cross-Connection Control Plan and Ordinances as required by the State of Michigan, Department of Environment, Great Lakes and Energy (EGLE). The plan must include code adaptation, ordinance references, program intent, standard operational procedures, all program and notice documentation, reporting procedures (including daily, monthly, and annually), backflow prevention devices including detailed installation schematics, piping identification, and preference standards.

The Township’s Cross Connection Ordinance language has been reviewed and the following changes to the existing language have been identified:

- Update state department name in sections 7.02 and 7.03 to Michigan Department of Environment, Great Lakes and Energy.

- Change section 112.707 to 112.708. (This was done to add new section for testing)
- Added new section 112.707 (Testing)

Once the Ordinance update has been approved the Cross Connection Plan will be updated to include the ordinance changes. The plan will then be provided to EGLE for their review and approval.

SCOPE OF SERVICES

Introduction and First Reading of updated Cross Connection Ordinance Number 2022-06.

JUSTIFICATION

Adoption of the updated Cross Connection Ordinance is necessary to reaffirm the Township’s commitment to enforcing the State of Michigan Cross Connection Rules and to make necessary updates to the Township’s water related regulations.

PROJECT IMPROVEMENTS

Board of Trustees goals addressed by this Ordinance (From Policy 1.0: Global End).

1. Community well-being and common good
2. Safety
3. Health

COSTS

NA

PROJECT TIME TABLE

After a Second Reading and adoption by the Board of Trustees, the Ordinance would take effect on the day immediately following publication of the required notice of adoption.

RESOLUTION

Introduce and conduct a First Reading of the proposed Cross Connection Ordinance Update Number 2022-06.

Resolved by _____ Seconded by _____

Yes:
No:
Absent:

**Charter Township of Union
Isabella County, Michigan
Ordinance Number 2022 – 06**

An ordinance to amend Article VII of the Charter Township of Union Water Service, Use and Rate Ordinance, Ordinance No. 1987-9, as amended, to update references to the Michigan Department of Environment, Great Lakes and Energy, to regulate the testing of backflow prevention devices, and to provide for severability, an effective date and repeal of prior conflicting ordinances.

THE CHARTER TOWNSHIP OF UNION HEREBY ORDAINS:

ARTICLE I - AMENDMENTS

Section 1.01

Article VII, Sections 7.02 and 7.03 of the Charter Township of Union Water Service, Use and Rate Ordinance, Ordinance No. 1987-9, as amended, are hereby amended to eliminate all references to the Michigan Department of Public Health and replace such references with the “Michigan Department of Environment, Great Lakes, and Energy.”

Section 1.02

Article VII of the Charter Township of Union Water Service, Use and Rate Ordinance, Ordinance No. 1987-9, as amended, is hereby amended to add the following as Section 7.08:

“All testable backflow prevention assemblies shall be tested initially upon installation, relocation and/or repair to be sure that the assembly is working properly. Subsequent testing of assemblies shall be on an annual basis or as required by the Township and in accordance with Michigan Department of Environment, Great Lakes and Energy requirements. Only individuals that hold an active ASSE 5110 tester’s certification shall be qualified to perform such testing. That individual(s) shall certify the results of his/her testing.”

ARTICLE II - TITLE

This Ordinance shall be known and cited as the Charter Township of Union Ordinance Number 2022-___, “Ordinance Amending the Cross Connection Provisions of the Water Service, Use and Rate Ordinance, Ordinance No. 1987-9.”

ARTICLE III – SEVERABILITY

In the event any one or more sections, provisions, phrases, or words of this Ordinance shall be found to be invalid by a court of competent jurisdiction, such holding shall not affect the validity or the enforceability of the remaining sections, provisions, phrases, or words of this Ordinance.

ARTICLE IV – EFFECTIVE DATE AND REPEAL

This Ordinance shall take effect the day immediately following publication. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

CERTIFICATION OF ADOPTION AND PUBLICATION OF TOWNSHIP ORDINANCE

I, Lisa Cody, the duly elected Clerk of the Charter Township of Union, Isabella County, Michigan, hereby certify that the foregoing Ordinance was adopted at a meeting of the Charter Township of Union Board of Trustees on the _____ day of _____, 2022, at which the following named members of the Charter Township of Union Board of Trustees were present and voted in person as follows:

(a) Voting in favor of the Ordinance:

(b) Voting against adoption of the Ordinance:

I further certify that this Ordinance was published in _____, a newspaper of general circulation within the Charter Township of Union on the _____ day of _____, 2022 and that proof of same is filed in the Charter Township of Union Ordinance Book.

Certification Date: _____, 2022

Lisa Cody, Clerk

ARTICLE VII

112.700 - CROSS CONNECTIONS

112.701 - [Private water systems.]

Sec. 7.01. It shall be unlawful for any person to make or maintain any cross connection between the Township Water System and a private water supply or other water supply system. No person shall install or maintain a private well in the Township on property served by the Township Water System without first receiving a permit. Such permit shall be issued only if the Township determines that there is no possibility of introducing contaminated water, water of questionable quality, waste, or other contaminants into the Township Water System.

(Ord. No. 1993-12, 11-10-93)

112.702 - [State rules adopted by reference.]

Sec. 7.02. The Township adopts by reference the Water Supply Cross Connection Rules of the Michigan Department of Public Health Environment, Great Lakes and Energy, being R 325.11401 to R 325.11407 of the Michigan Administrative Codes and a subsequent amendment thereto.

(Ord. No. 1993-12, 11-10-93)

112.703 - [Inspections.]

Sec. 7.03. It shall be the duty of the Township Water Department, or its designee, to make inspections of all property served by the Township Water Supply System where a cross connection with the Township Water Supply System is deemed possible. The frequency of inspections and reinspections based on potential health hazards involved shall be as established by Union Township and as approved by the Michigan Department of Public Health Environment, Great Lakes and Energy.

(Ord. No. 1993-12, 11-10-93)

112.704 - [Right of access.]

Sec. 7.04. The representative of the Township Water Department shall have the right to enter at any reasonable time any properties served by a connection to the Township Water System for the purpose of inspecting the piping system or systems thereof for cross connections. On request, the owner, lessees or occupants of any property so served shall furnish to the inspection agency any pertinent information regarding the piping system or systems on such property. The refusal of such information or refusal of access when requested shall be deemed evidence of the presence of a cross connection.

(Ord. No. 1993-12, 11-10-93)

112.705 - [Disconnection for violations.]

Sec. 7.05. The Union Township Water Department is authorized and directed to discontinue water service after reasonable notice to any property wherein any connection in violation of this Ordinance exists and to take such other precautionary measures deemed necessary to eliminate any danger of contamination of the Township Water System. Water service to such property shall not be restored until the cross connection(s) has been eliminated in compliance with the provisions of this Ordinance.

(Ord. No. 1993-12, 11-10-93)

112.706 - [Protection of water supply.]

Sec. 7.06. That [sic] the potable water supply made available on the property served by the Township Water System shall be protected from possible contamination as specified by the Ordinance and by the State and Local Plumbing Codes. Any water outlet which could be used for potable or domestic purposes and which is not supplied by the potable system must be labeled in a conspicuous manner as "WATER UNSAFE FOR DRINKING."

(Ord. No. 1993-12, 11-10-93)

112.707 - [Testing.]

Sec. 7.07. That all testable backflow prevention assemblies shall be tested initially upon installation, relocation and/or repair to be sure that the assembly is working properly. Subsequent testing of assemblies shall be on an annual basis or as required by the Township and in accordance with Michigan Department of Environment, Great Lakes and Energy requirements. Only individuals that hold an active ASSE 5110 tester's certification shall be qualified to perform such testing. That individual(s) shall certify the results of his/her testing.

112.70~~7~~⁸ - [Ordinance supplemental to other plumbing codes.]

Sec. 7.0~~7~~⁸. This Ordinance shall not supersede the State Plumbing Code and/or Local Plumbing Ordinance, but is supplementary thereto.



REQUEST FOR TOWNSHIP BOARD ACTION

To: Board of Trustees **DATE:** October 3, 2022
FROM: Kimberly Rice, Township Treasurer **DATE FOR BOARD CONSIDERATION:** 10/26/2022
ACTION REQUESTED: To certify Delinquent Special Assessments from both the McGuirk Subdivision and Carriage Hill Estates Special Assessment Rolls in order to place said delinquencies on the winter tax bill as allowed under State of Michigan Public Act 188 of 1954.

Current Action Emergency

Funds Budgeted: If Yes Account # _____ No N/A

Finance Approval MDS

BACKGROUND INFORMATION

The Warrant for Collection of the above referenced Special Assessment Rolls requires the township to comport with certain provisions of PA 188 in order for delinquent installments to be collected via the winter tax bill.

The first provision requires a report be presented to the Board listing the accounts that are delinquent. This report was presented to the Board at the October 9, 2022, board meeting. The next step is for the Board to certify that the accounts are delinquent. The certification will allow the Treasurer to place the delinquent installment on the winter tax bill.

The attached reports, current as of October 19, 2022, reflects delinquent installments that if remain unpaid, will be placed on the winter tax roll assuming Board certification.

SCOPE OF SERVICES

Not applicable

JUSTIFICATION

Certifying the delinquent special assessments and placing them on the tax roll is a collection method that will help ensure the Township recoup funds that the Township provided at the front end that allowed the work to proceed. Recouping these funds will reestablish fund balances in the Special Assessment fund that can be used as a source of cash flow for future paving projects.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed (From Policy 1.0: Global Ends):

- Community well-being and common good
- Safety
- Health
- Natural Environment

COSTS

If not certified the delinquencies do not get added to the roll. This will make it much more difficult to enforce payment for delinquent special assessment installments that currently total \$5,433.54.

PROJECT TIME TABLE

These would be placed on the winter taxes that go out December 1st, 2022 and are due February 14th, 2023.

RESOLUTION

Be it resolved that the attached delinquent special assessment installment report is duly certified for the purposes of PA 188 of 1954 and therefore, said amounts will be placed on the tax year 2022 winter tax roll to the extent the amount(s) remain delinquent as of the creation of the winter tax roll.

Resolved by _____ Seconded by _____

Date Signed: _____

Yes:

No:

Absent:

10/19/2022
08:53 AM

Page: 1/1
DB: Union
Twp Specials

PARCEL BALANCES FOR CHARTER TOWNSHIP OF UNION
POPULATION: SPECIAL ASSESSMENT DISTRICT (109)
SPEC. POPULATION: PARCELS WITH INSTALLMENTS STILL OWED
PAYMENTS INCLUDED AS OF 10/18/2022

Parcel No. Owner	Assessment Code/Name	Assessment Amount	2022 Cur Install	2021 Install #1	Tot Prin Pd Cur Prin Pd	Tot Balance Cur Balance
14-151-00-003-00 ROBERTS TIMOTHY F & JAIM	109 MCGUIRK SUB PAVING	2257.43	359.77	257.34	0.00 0.00	2,257.43 617.11
14-151-00-011-00 MCFALL PAUL & JENNIFER	109 MCGUIRK SUB PAVING	2257.43	359.77	0.00	225.74 0.00	2,031.69 359.77
14-151-00-013-00 WHEELER CHRISTOPHER	109 MCGUIRK SUB PAVING	2257.43	359.77	257.34	0.00 0.00	2,257.43 617.11
14-151-00-022-00 GARIGLIO RANDY L & SARAH	109 MCGUIRK SUB PAVING	2,257.43	359.77	257.34	0.00 0.00	2,257.43 617.11
14-151-00-024-00 COORAY KAHADAWALA S	109 MCGUIRK SUB PAVING	2,257.43	359.77	257.34	0.00 0.00	2,257.43 617.11
TOTALS FOR 109 MCGUIRK SUB PAVING UNIT 14	PARCELS: 5	11,287.15	1798.85	1029.36	225.74 0.00	11,061.41 <u>2828.21</u>

PARCEL BALANCES FOR CHARTER TOWNSHIP OF UNION
 POPULATION: SPECIAL ASSESSMENT DISTRICT (110)
 SPEC. POPULATION: PARCELS WITH INSTALLMENTS STILL OWED
 ALL PAYMENTS INCLUDED
 CURRENT INSTALLMENT YEAR: 2022

Parcel No. Owner	Assessment Code/Name	Assessment Amount	Cur Install	Tot Prin Pd Cur Prin Pd	Tot Intrst Pd Cur Intrst Pd	Tot Adm Pd Cur Adm Pd	Tot Pen Pd Cur Pen Pd	Tot Addtl Cur Addtl	Penlty Pd Penlty Pd	Tot Cert Pd Cur Cert Pd	Tot Balance Cur Balance
14-053-00-016-00 COVARRUBIAS MICHAEL G &	110 CARRIAGE HILL PAVING	6,408.69	653.69	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	6,408.69 653.69
14-053-00-017-00 FLORIAN ADAM W & TRACI	110 CARRIAGE HILL PAVING	6,408.69	653.69	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	6,408.69 653.69
14-053-00-019-00 MCDONALD BRIAN & LARA L	110 CARRIAGE HILL PAVING	6,408.69	653.69	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	6,408.69 653.69
14-053-00-014-00 DOLE BRYAN & JILL	110 CARRIAGE HILL PAVING	6,408.69	647.34	634.46 634.46	0.00 0.00	0.00 0.00	6.41 6.41		0.00 0.00	0.00 0.00	5,774.23 6.47
14-051-00-001-00 SALEM WILLIAM J	110 CARRIAGE HILL PAVING	6,408.69	653.69	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	6,408.69 653.69
14-035-30-012-00 TRAVIS SHELLY	110 CARRIAGE HILL PAVING	6,408.69	653.69	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00		0.00 0.00	0.00 0.00	6,408.69 653.69
Totals For 110 CARRIAGE HILL PAVING Unit 14	Parcels: 6	38,452.14	3,915.79	634.46 634.46	0.00 0.00	0.00 0.00	0.00 6.41		0.00 0.00	0.00 0.00	37,817.68 3,274.92
Gr. Totals....	6	38,452.14	3,915.79	634.46 634.46	0.00 0.00	0.00 0.00	6.41 6.41		0.00 0.00	0.00 0.00	37,817.68 3,274.92



REQUEST FOR TOWNSHIP BOARD ACTION

To: Board of Trustees **DATE:** October 21, 2022
FROM: Mark Stuhldreher, Township Manager **DATE FOR BOARD CONSIDERATION:** 10/26/2022
ACTION REQUESTED: To consider approval of the purchase of 2 (two) servers and ancillary equipment in the amount of \$54,793.96 and to approve a monthly lease payment of \$500.00 to locate the servers at the CMS data center facility.

Current Action Emergency

Funds Budgeted: If Yes Account # Various funds No N/A

Finance Approval MDS

BACKGROUND INFORMATION

Computer servers are high-powered computers built to store, process, and manage network data, devices, and systems. They provide network devices and systems with adequate resources and provide business continuity capabilities.

The township currently utilizes two servers with one providing day to day functionality and the other acting in a backup capacity. From this configuration, seven virtual servers are utilized to support different applications and functions. The servers are located in township facilities and are at least 7-year-old.

It is recommended that we purchase two new servers to provide improved day to day functionality and to utilize one of the existing servers to act in a backup capacity. See attached quote. It is also recommended that we locate the servers at the CMS data site as this location will provide a much "harder" environment which will increase our security posture as it relates to our computer network environment. See attached "Colocation" document. The backup server will be located at a township facility in the event of a catastrophic failure at the CMS data center.

SCOPE OF SERVICES

CMS, the township's contract IT service provider, will facilitate the purchase based on the attached quote and will handle all technical aspects of getting the servers installed, configured, and otherwise made operational.

JUSTIFICATION

The purchase of two servers (net addition of one) will provide increased network functionality, increase end user productivity through improved response times, and will be able to handle the anticipated growth in our computer environment as more business application are added to the network.

By collocating the servers at the CMS data center, security of our network environment will be increased considerably.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed (From Policy 1.0: Global Ends):

- Community well-being and common good
- Safety

COSTS

The two servers and ancillary equipment will cost \$54,293.96. Funding of \$36,000 is contained in the FY 2022 budget. A budget amendment of \$18,293.96 will be part of BA #2 which will be presented later this year.

The monthly rent for the colocation is \$500.00/month.

PROJECT TIME TABLE

The purchase and installation will occur prior to year-end.

RESOLUTION

Approval to purchase of 2 (two) servers and ancillary equipment in the amount of \$54,793.96 and to approve a monthly lease payment of \$500.00 to locate the servers at the CMS data center facility.

Resolved by _____ Seconded by _____

Date Signed: _____

Yes:

No:

Absent:



Quote
Quote Number: 3004

Payment Terms: DUE ON COMPLETION
Expiration Date: 12/31/2022
Quote Name: Server Replacement Solution 2022

Quote Prepared For

Kim Smith
Charter Township of Union
2010 S Lincoln Rd
Mt Pleasant, MI 48858
Phone:989-772-4600
ksmith@uniontownshipmi.com

Quote Prepared By

Brandon Mills
CMS Internet LLC
131 South Main Street
Mt. Pleasant, MI 48858
United States
Phone:989-817-4041
Fax:989-779-2300
brandon@cmsinter.net

Item#	Quantity	Item	Unit Price	Adjusted Unit Price	Extended Price
Monthly Items					
1)	1	COLOCATION <i>other option Isabella with Fiber</i> CMS Data Center Colocation Dedicated Half Cabinet - 21 Rack Units - Un-supervised access to the facility - 20A/120V Primary Power - 20A/120V Secondary Power - 100Mb Rated Internet Connectivity included	\$500.00	\$500.00	\$500.00
Monthly Total					\$500.00
One-Time Items					
2)	2	SERVER Intel C621A Chipset - 1U - 12 x 2.5" SATA/SAS3/NVMe - Dual Intel 1-Gigabit Ethernet - 1300W Redundant Power - 2 x Intel Xeon Silver 4309Y Processors 8-Core 2.8GHz 12MB Cache (105W) - 16 x 16GB PC4-25600 3200MHz DDR4 ECC RDIMM - 2 x 960GB Micron 7400 PRO Series U.3 7mm PCIe 4.0 x4 NVMe Solid State Drive - 4 x 3.84TB HGST Ultrastar DC SN640 Series U.2 PCIe 3.1 x4 NVMe Solid State Drive - Intel Virtual RAID on CPU - 2 x Intel 10-Gigabit Ethernet Converged Network Adapter X710-DA4 PCIe 3.0 x8 - 4x SFP+ - Trusted Platform Module - TPM 2.0 - Rail Kit for 1U/2U Server Square Hole - Microsoft Windows Server 2022 Datacenter 16-core - 3 Year Advanced Parts Replacement Warranty	\$23,999.00	\$23,999.00	\$47,998.00
3)	2	SWITCHES Cisco Business 350 Series 350-8XT - Switch - L3 - managed - 6 x 10GBase-T + 2 x combo 10 Gigabit SFP+/RJ-45 - rack-mountable	\$1,399.00	\$1,399.00	\$2,798.00
4)	2	BATTERY BACKUP APC 3000VA 2700 Watts 8 Outlets Pure Sinewave Smart-UPS with SmartConnect	\$1,699.00	\$1,699.00	\$3,398.00
5)	4	DAC CABLES 1.5m Intel XDACBL 1.5M Compatible 10G SFP+ Passive Direct Attach Copper Twinax Cable	\$24.99	\$24.99	\$99.96
6)	25	Tech Labor Out-of-Scope Tech Labor for the project. Turning up new servers. Configure switching, network engineering changes and moving firewalls.	\$75.00	\$75.00	\$1,875.00
7)	25	Tech Labor Labor Discount	(\$75.00)	(\$75.00)	(\$1,875.00)
One-Time Total					\$54,293.96
Subtotal					\$54,793.96
Total Taxes					\$0.00
Total					\$54,793.96

Servers: 54,293.96

Authorizing Signature _____

Date _____

Interest Charges on Past Due Accounts and Collection Costs Overdue amounts shall be subject to a monthly finance charge. In addition, customer shall reimburse all costs and expenses for attorney's fees incurred in collecting any amounts past due. Additional training or Professional Services can be provided at our standard rates.

SITE SPECS - CMS DC1

Location: Mount Pleasant, MI
 Flood Plain: No
 Floors: 1
 Floor Type: Slab
 Entrance Vaults: 2

POWER

Utility: 400A 208V 3-phase
 Generator 1: 125kVA Cummins
 Fuel: Natural Gas
 Generator 2: Mobile
 Fuel: Diesel
 UPS: N+1
 Distribution: Busway

ENVIRONMENT

Type: In-Row Air Cooling
 Redundancy: N+1
 Containment: Hot Aisle

SURVEILLANCE

Type: Interior and Exterior
 Recording: Continuous
 Availability: 30 Days
 Video: Yes
 Audio: Yes

FACILITY ACCESS

Access: SEOS Smart Card
 Man Trap: Yes
 Monitoring: 24x7

FIRE PROTECTION

Type: SAPPHIRE Clean Agent
 Fluid: 3M NOVEC 1230
 Conductive: No
 Corrosive: No
 Zones: 2
 Monitoring: 24x7

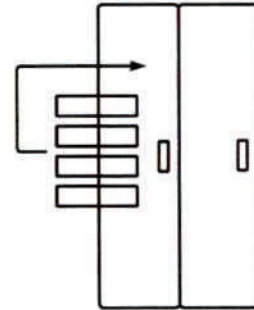
COLOCATION PLANS

Shared:

- Per Rack Unit Colocation
- 2A 120V
- UPS Protection
- Locked Cabinet
- Supervised Access

Dedicated:

- Half and Full Cabinets
- 42u Lockable Cabinet
- Adjustable Rails
- Unsupervised Access
- 120V / 208V / 3-Phase Power Options



INCLUDES

- Internet Access
- 1Gbps or 10Gbps Port
- /29 IPv4
- /56 IPv6
- Remote Hands
- Cross Connects
- Blanking Panels
- Mounting Hardware

AVAILABLE OPTIONS

- IPv4 / IPv6 Upgrades
- BGP Peering

PEERING LOCATIONS

- DET-IX - Detroit
- Equinix - Chicago





To: Township Board of Trustees
From: Sherrie Teall, Finance Director
Subject: Policy Governance Review
Date: October 20, 2022

Policy Review: 2.5 Financial Condition and Activities
Type of Review: Internal
Review Interval: Quarterly
Review Month: September, 2022

Policy Wording

With respect to the actual, ongoing financial condition and activities, the Township Management Team shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from board priorities established in End policies.

Further, without limiting the scope of the foregoing by this enumeration, he or she shall not:

2.5.1 Expend more funds than have been received in the fiscal year to date unless the debt guideline (below) is met.

2.5.1 .1 Indebt the organization in an amount greater than can be repaid by certain, otherwise unencumbered revenues within 60 days.

2.5.2 Use any long-term reserves except for purposes and amounts specifically released by the Board.

2.5.3 Conduct interfund shifting in amounts greater than can be restored to a condition of discrete fund balances by certain, otherwise unencumbered revenues within 30 days.

2.5.4 Fail to settle payroll and debts in a timely manner.

2.5.5 Allow tax payments or other government ordered payments or filings to be overdue or inaccurately filed.

2.5.6 Make a single unbudgeted emergency purchase or commitment, to maintain township operations, of greater than \$10,000 for the Township Hall and/or \$50,000 for the water and sewer systems.

2.5.7 Make a single purchase or commitment of greater than \$10,000. Purchases over \$5,000 shall not be made without timely notification to the Board.

2.5.8 Acquire, encumber or dispose of real property.

2.5.9 Fail to aggressively pursue receivables after a reasonable grace period.

2.5.10 Fail to maintain an adequate level of cash flow.

Manager Interpretation

Township Manager interprets this policy to indicate that there will be no expenditures made or incurred that will exceed the expenditures budgeted for that current year unless it is an emergency purchase as outlined in 2.5.6. The manager shall also not make a single purchase or commitment (unless it falls under 2.5.6) of greater than \$10,000 or inform the board of purchases over \$5,000 unless the purchase is for materials or services needed for normal operations of township facilities.

Furthermore, all tax payments to other governmental entities are paid according to state statute, payroll is paid bi-weekly, and accounts payable invoices are processed and ready for board approval as soon as they are received, verified, and coded for payment.

Justification for Reasonability

The interpretations are reasonable in that when the budget is approved by the Board of Trustees, it is left to the management team to operate within the guidelines established and to follow all state and federal statutes. The Township Board is to function as a policy making body and the management team is to function as implementer of that policy as indicated in the approved budget.

Attachments from BS&A system include General Fund departmental revenue and expenditure reports, special revenue fund and enterprise fund revenue and expenditure reports.

Data

- Expenditures support Global Ends Policies
- No new debts were acquired in the 3rd Quarter 2022
- No long-term General Fund reserves have been used for several years
- All payroll was paid timely in July, August, & September 2022
- All payroll taxes and benefits were paid on schedule
- All purchases greater than \$10,000 were approved by the Board of Trustees prior to making a purchase
- No real property was acquired or disposed of without approval by the Board of Trustees
- All receivables are pursued on a regular basis
- All funds have a reasonable amount of cash flow, which enables timely payment of payroll and bills.

Compliance

In compliance with policy as stated.

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND					
Dept 000 - NONE					
402.000 CURRENT PROPERTY TAX	314,882.69		314,000.00	311,819.62	99.31
402.001 PROPERTY TAX REFUNDS-MTT	(1,253.16)		(5,000.00)	(2,608.54)	52.17
402.002 PILOT TAX	3,396.97		3,000.00	0.00	0.00
420.000 DELQ PERSONAL PROPERTY TAXES	137.75		250.00	44.05	17.62
425.000 MOBILE HOME PARK TAX	3,032.00		2,600.00	1,641.50	63.13
445.000 INTEREST ON TAXES	938.51		600.00	1.31	0.22
446.000 3% OR 4% PENALTY ON TAX	4,220.13		6,200.00	6,246.56	100.75
447.000 ADMIN FEE-PROPERTY TAX	154,047.32		150,000.00	158,722.93	105.82
447.001 ADMIN FEES-REFUNDS MTT BOR	(1,360.44)		(1,000.00)	(1,753.00)	175.30
447.050 ADMIN FEE-STATE EDUC TAX(SET)	7,762.50		7,700.00	7,745.00	100.58
447.100 ADMIN FEE-PRIOR YEARS	215.79		200.00	10.88	5.44
475.000 CABLE FRANCHISE FEES	113,716.00		109,000.00	87,212.55	80.01
476.000 BUILDING PERMITS	59,556.00		55,000.00	63,824.00	116.04
477.000 RENTAL INSPECTION FEES	94,696.00		94,000.00	95,039.00	101.11
478.000 DOG LICENSE REVENUE	0.00		0.00	30.00	100.00
479.000 ZONING PERMITS	24,575.00		18,000.00	16,900.00	93.89
573.000 STATE AID REVENUE-LCSA	2,702.21		4,500.00	4,561.27	101.36
574.000 STATE REVENUE SHARING	1,375,571.00		1,180,000.00	645,072.00	54.67
574.100 LIQUOR STATE REVENUE SHARING	13,682.35		11,500.00	11,018.45	95.81
574.200 METRO ACT REVENUE SHARING-LCSA	8,228.20		8,800.00	8,815.79	100.18
576.000 STATE GRANTS-SPECIAL ELECTION REIMB	35,039.39		0.00	0.00	0.00
582.000 CONTRIBUTION FROM TRIBE	272,226.97		179,504.00	179,504.00	100.00
583.000 CONTRIBUTION FROM EDA FOR PROJECTS	211,000.00		460,600.00	10,000.00	2.17
584.000 CONTRIBUTION FROM SCHOOL SYSTEM	7,803.90		0.00	0.00	0.00
613.000 APPLICATION FEES	0.00		500.00	500.00	100.00
628.000 LAND DIVISIONS/CONDO CONV	400.00		1,500.00	800.00	53.33
630.000 WEED ABATEMENT SERVICES	760.25		1,200.00	695.00	57.92
651.000 USE FEES-BASEBALL FIELDS	1,590.00		1,600.00	760.00	47.50
655.000 FINES & FORFEITURES	626.50		4,000.00	3,890.00	97.25
665.000 INTEREST EARNED	26,007.91		10,500.00	14,435.51	137.48
667.000 RENT - JAMESON HALL	0.00		5,000.00	800.00	16.00
667.100 RENT - McDONALD PARK PAVILION	1,332.00		1,500.00	1,260.00	84.00
667.200 RENT - JAMESON PAVILION	1,296.00		1,500.00	1,104.00	73.60
667.300 LEASES	900.00		900.00	900.00	100.00
671.000 OTHER REVENUE	19,512.54		5,000.00	1,689.61	33.79
672.400 REVENUE-STREET LIGHTS SPEC ASSESS	18,199.41		18,000.00	9,020.11	50.11
673.000 GAIN/LOSS ON SALE(DISPOSAL)OF ASSETS	0.00		13,000.00	0.00	0.00
687.000 REFUNDS & REBATES	0.00		10,050.00	10,004.16	99.54
Net - Dept 000 - NONE	2,775,441.69		2,673,704.00	1,649,705.76	
Dept 101 - TRUSTEES					
702.000 SALARIES & WAGES	30,115.24		30,200.00	21,922.96	72.59
707.000 PER MEETING	4,650.00		4,000.00	2,950.00	73.75
709.000 EMPLR FICA CONTR	2,155.46		2,108.00	1,542.14	73.16
711.000 EMPLR MEDICARE CONTR	504.10		493.00	360.66	73.16
724.000 WORKER'S COMP	27.22		51.00	17.21	33.75
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	3,507.50		4,310.00	3,507.50	81.38
860.000 TRANSPORTATION/MILEAGE REIMBURSMNT	0.00		500.00	0.00	0.00
900.000 PRINTING & PUBLISHING	0.00		600.00	0.00	0.00
910.000 PROFESSIONAL DEVELOPMENT	915.00		5,100.00	825.00	16.18
910.100 SEMINAR LODGING	237.85		2,500.00	0.00	0.00
910.200 SEMINAR MEALS	141.82		500.00	0.00	0.00
915.000 MEMBERSHIP & DUES	16,489.85		17,900.00	17,491.12	97.72
955.000 MISC.	366.00		500.00	0.00	0.00
Net - Dept 101 - TRUSTEES	(59,110.04)		(68,762.00)	(48,616.59)	
Dept 171 - SUPERVISOR					
702.000 SALARIES & WAGES	6,274.14		6,250.00	4,567.35	73.08
707.000 PER MEETING	500.00		1,000.00	500.00	50.00
709.000 EMPLR FICA CONTR	420.09		450.00	314.24	69.83
711.000 EMPLR MEDICARE CONTR	98.34		105.00	73.56	70.06
724.000 WORKER'S COMP	10.18		12.00	7.05	58.75
767.000 UNIFORMS	0.00		100.00	0.00	0.00
860.000 TRANSPORTATION/MILEAGE REIMBURSMNT	0.00		350.00	0.00	0.00
910.000 PROFESSIONAL DEVELOPMENT	0.00		1,000.00	0.00	0.00
910.100 SEMINAR LODGING	0.00		750.00	0.00	0.00
910.200 SEMINAR MEALS	0.00		200.00	0.00	0.00
915.000 MEMBERSHIP & DUES	0.00		275.00	0.00	0.00
Net - Dept 171 - SUPERVISOR	(7,302.75)		(10,492.00)	(5,462.20)	
Dept 172 - TWP MANAGER					

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND					
702.000 SALARIES & WAGES	34,891.08		26,161.58		72.95
702.600 CAR ALLOWANCE	3,250.00		2,000.00		66.67
708.000 UNEMPLOYMENT	40.36		43.91		29.27
709.000 EMPLR FICA CONTR	2,329.30		1,729.84		72.47
711.000 EMPLR MEDICARE CONTR	544.85		404.57		72.50
716.000 EMPLR RETIREMENT CONTR	3,412.36		2,534.45		72.41
718.500 HEALTH INSURANCE	8,206.90		6,374.54		77.28
718.700 HEALTH INS-EE CONTRIBUTIONS	(313.62)		(274.77)		83.01
719.000 DENTAL INSURANCE	185.25		138.57		76.98
719.800 VISION INSURANCE	51.64		40.03		80.06
719.900 VISION INS-EE CONTRIBUTIONS	(25.85)		(20.09)		80.36
724.000 WORKER'S COMP	110.55		74.99		64.09
725.000 LIFE & DISABILITY BENEFIT	133.82		100.03		66.69
752.000 OFFICE SUPPLIES	43.10		0.00		0.00
767.000 UNIFORMS	90.00		0.00		0.00
791.000 SUBSCRIPTIONS & PUBLICATIONS	415.36		804.90		100.61
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	161.95		0.00		0.00
852.000 CONTRIBUTION TO CABLE CONSORTIUM	45,486.40		23,285.02		52.33
880.000 COMMUNITY PROMOTION	5,000.00		7,500.00		100.00
910.000 PROFESSIONAL DEVELOPMENT	40.00		30.00		3.00
910.100 SEMINAR LODGING	0.00		0.00		0.00
910.200 SEMINAR MEALS	0.00		101.60		101.60
915.000 MEMBERSHIP & DUES	150.00		75.00		12.50
955.000 MISC.	149.50		178.00		59.33
967.150 CONTRIBUTION TO AQUATIC CENTER	10,000.00		0.00		0.00
980.000 NEW OFFICE EQUIPMENT & FURNITURE	0.00		0.00		0.00
Net - Dept 172 - TWP MANAGER	(114,352.95)	(109,949.00)	(71,282.17)		
Dept 191 - ACCOUNTING/GEN ADMIN					
702.000 SALARIES & WAGES	105,353.01		86,145.63		70.95
702.500 OVERTIME	3,979.05		3,268.33		81.71
705.000 LEAVE TIME PAYOUT	656.04		0.00		0.00
708.000 UNEMPLOYMENT	459.30		411.70		39.21
709.000 EMPLR FICA CONTR	6,475.88		5,214.65		66.98
711.000 EMPLR MEDICARE CONTR	1,514.64		1,219.59		70.21
716.000 EMPLR RETIREMENT CONTR	9,826.67		8,047.29		70.73
718.500 HEALTH INSURANCE	46,582.55		40,841.24		70.78
718.700 HEALTH INS-EE CONTRIBUTIONS	(4,553.04)		(4,204.01)		67.53
719.000 DENTAL INSURANCE	2,993.63		2,178.59		60.22
719.800 VISION INSURANCE	679.70		524.37		63.56
719.900 VISION INS-EE CONTRIBUTIONS	(325.21)		(262.46)		63.86
724.000 WORKER'S COMP	316.87		233.59		61.47
725.000 LIFE & DISABILITY BENEFIT	532.41		421.96		49.64
752.000 OFFICE SUPPLIES	2,497.77		1,794.06		89.70
767.000 UNIFORMS	179.00		0.00		0.00
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	1,300.00		925.00		8.26
801.020 EXTERNAL AUDIT	16,100.00		17,300.00		98.86
850.000 COMMUNICATIONS	(12.99)		0.00		0.00
851.000 MAIL/POSTAGE	3,384.37		4,777.62		68.25
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	163.29		57.75		11.55
900.000 PRINTING & PUBLISHING	2,796.60		676.40		45.09
910.000 PROFESSIONAL DEVELOPMENT	838.00		2,757.50		78.79
910.100 SEMINAR LODGING	0.00		0.00		0.00
910.200 SEMINAR MEALS	120.22		42.37		21.19
915.000 MEMBERSHIP & DUES	1,004.50		562.38		70.30
955.000 MISC.	16.50		1,104.50		138.06
955.001 BANK FEES	82.00		106.00		42.40
980.000 NEW OFFICE EQUIPMENT & FURNITURE	0.00		0.00		0.00
980.100 NEW COMPUTER HARDWARE & SOFTWARE	0.00		49.99		10.00
Net - Dept 191 - ACCOUNTING/GEN ADMIN	(202,960.76)	(252,546.00)	(174,194.04)		
Dept 215 - CLERK					
702.000 SALARIES & WAGES	30,239.89		22,009.00		73.36
707.000 PER MEETING	0.00		350.00		17.50
709.000 EMPLR FICA CONTR	1,874.86		1,386.26		69.31
711.000 EMPLR MEDICARE CONTR	438.48		324.21		68.25
724.000 WORKER'S COMP	57.85		38.96		59.94
752.000 OFFICE SUPPLIES	44.88		0.00		0.00
754.000 OPERATING SUPPLIES	204.06		587.29		73.41
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00		228.03		76.01
900.000 PRINTING & PUBLISHING	3,381.73		1,070.05		42.80
910.000 PROFESSIONAL DEVELOPMENT	0.00		0.00		0.00
910.100 SEMINAR LODGING	0.00		0.00		0.00
910.200 SEMINAR MEALS	0.00		0.00		0.00

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND					
915.000 MEMBERSHIP & DUES		0.00	150.00	60.00	40.00
980.000 NEW OFFICE EQUIPMENT & FURNITURE		589.99	500.00	0.00	0.00
980.100 NEW COMPUTER HARDWARE & SOFTWARE		0.00	500.00	0.00	0.00
Net - Dept 215 - CLERK		(36,831.74)	(42,240.00)	(26,053.80)	
Dept 228 - DATA PROCESSING, INFORMATION TECHNOLOGY					
801.000 PROFESSIONAL & CONTRACTUAL SERVICES		41,193.67	46,669.00	28,982.35	62.10
950.000 HARDWARE REPLACEMENTS		9,545.41	24,000.00	1,956.97	8.15
Net - Dept 228 - DATA PROCESSING, INFORMATION		(50,739.08)	(70,669.00)	(30,939.32)	
Dept 253 - TREASURER					
702.000 SALARIES & WAGES		21,460.49	24,102.00	15,635.50	64.87
707.000 PER MEETING		50.00	500.00	0.00	0.00
709.000 EMPLR FICA CONTR		1,333.65	1,525.00	969.40	63.57
711.000 EMPLR MEDICARE CONTR		311.90	357.00	226.71	63.50
724.000 WORKER'S COMP		32.36	44.00	21.64	49.18
752.000 OFFICE SUPPLIES		856.41	1,000.00	65.90	6.59
801.000 PROFESSIONAL & CONTRACTUAL SERVICES		0.00	1,000.00	0.00	0.00
851.000 MAIL/POSTAGE		3,735.34	4,000.00	1,962.66	49.07
860.000 TRANSPORTATION/MILEAGE REIMBURSMNT		0.00	250.00	0.00	0.00
910.000 PROFESSIONAL DEVELOPMENT		365.00	1,000.00	0.00	0.00
910.100 SEMINAR LODGING		0.00	750.00	0.00	0.00
910.200 SEMINAR MEALS		0.00	200.00	0.00	0.00
915.000 MEMBERSHIP & DUES		0.00	50.00	75.00	150.00
955.000 MISC.		0.00	200.00	0.00	0.00
980.000 NEW OFFICE EQUIPMENT & FURNITURE		0.00	500.00	0.00	0.00
980.100 NEW COMPUTER HARDWARE & SOFTWARE		474.99	500.00	0.00	0.00
Net - Dept 253 - TREASURER		(28,620.14)	(35,978.00)	(18,956.81)	
Dept 257 - ASSESSOR					
707.000 PER DIEM		1,625.00	4,125.00	2,000.00	48.48
709.000 EMPLR FICA CONTR		100.75	256.00	124.00	48.44
711.000 EMPLR MEDICARE CONTR		23.57	60.00	29.00	48.33
724.000 WORKER'S COMP		4.72	13.00	5.56	42.77
754.000 OPERATING SUPPLIES		96.98	500.00	376.70	75.34
801.000 PROFESSIONAL & CONTRACTUAL SERVICES		111,925.00	110,500.00	93,750.00	84.84
850.000 COMMUNICATIONS		509.52	600.00	382.01	63.67
851.000 MAIL/POSTAGE		1,493.29	2,500.00	2,534.45	101.38
900.000 PRINTING & PUBLISHING		852.75	2,000.00	884.00	44.20
910.000 PROFESSIONAL DEVELOPMENT		143.00	650.00	647.50	99.62
955.000 MISC.		0.00	250.00	0.00	0.00
980.000 NEW OFFICE EQUIPMENT & FURNITURE		1,360.00	500.00	0.00	0.00
980.100 NEW COMPUTER HARDWARE & SOFTWARE		0.00	500.00	0.00	0.00
Net - Dept 257 - ASSESSOR		(118,134.58)	(122,454.00)	(100,733.22)	
Dept 262 - ELECTIONS					
702.000 SALARIES & WAGES		310.59	1,500.00	1,424.30	94.95
708.000 UNEMPLOYMENT		0.00	400.00	174.01	43.50
709.000 EMPLR FICA CONTR		17.51	150.00	88.30	58.87
711.000 EMPLR MEDICARE CONTR		4.10	30.00	20.65	68.83
712.000 ELECTION WORKERS		7,961.50	18,000.00	8,793.50	48.85
716.000 EMPLR RETIREMENT CONTR		27.95	150.00	10.67	7.11
718.500 HEALTH INSURANCE		129.70	700.00	61.01	8.72
718.700 HEALTH INS-EE CONTRIBUTIONS		(26.71)	(100.00)	0.00	0.00
719.000 DENTAL INSURANCE		8.37	50.00	3.95	7.90
719.800 VISION INSURANCE		1.62	15.00	0.00	0.00
719.900 VISION INS-EE CONTRIBUTIONS		(0.81)	(7.00)	0.00	0.00
724.000 WORKER'S COMP		5.24	30.00	5.38	17.93
725.000 LIFE & DISABILITY BENEFIT		3.45	20.00	0.00	0.00
754.000 OPERATING SUPPLIES		9,102.74	12,000.00	4,519.32	37.66
801.000 PROFESSIONAL & CONTRACTUAL SERVICES		4,368.75	10,800.00	5,135.00	47.55
851.000 MAIL/POSTAGE		6,623.20	4,000.00	7,529.45	188.24
860.000 TRANSPORTATION/MILEAGE REIMBURSMNT		49.95	0.00	0.00	0.00
900.000 PRINTING & PUBLISHING		0.00	1,600.00	0.00	0.00
910.000 PROFESSIONAL DEVELOPMENT		0.00	300.00	0.00	0.00
955.000 MISC.		78.86	400.00	242.43	60.61
Net - Dept 262 - ELECTIONS		(28,666.01)	(50,038.00)	(28,007.97)	

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND					
Dept 265 - TWP HALL & GROUNDS					
702.000 SALARIES & WAGES	1,203.49		1,200.00	641.98	53.50
708.000 UNEMPLOYMENT	3.89		10.00	0.93	9.30
709.000 EMPLR FICA CONTR	71.97		70.00	38.68	55.26
711.000 EMPLR MEDICARE CONTR	16.85		20.00	9.04	45.20
716.000 EMPLR RETIREMENT CONTR	108.31		100.00	57.76	57.76
718.500 HEALTH INSURANCE	364.06		500.00	265.94	53.19
718.700 HEALTH INS-EE CONTRIBUTIONS	(42.35)		(30.00)	(18.15)	60.50
719.000 DENTAL INSURANCE	15.79		30.00	12.13	40.43
719.800 VISION INSURANCE	1.50		5.00	0.00	0.00
719.900 VISION INS-EE CONTRIBUTIONS	(0.74)		0.00	0.00	0.00
724.000 WORKER'S COMP	14.68		30.00	7.93	26.43
725.000 LIFE & DISABILITY BENEFIT	7.32		10.00	2.30	23.00
754.000 OPERATING SUPPLIES	4,558.82		6,500.00	2,242.33	34.50
776.100 HALL CLEANING	10,126.68		11,100.00	7,457.26	67.18
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	16,443.10		21,400.00	10,683.58	49.92
850.000 COMMUNICATIONS	2,979.13		3,000.00	2,258.17	75.27
890.000 SAFETY	1,018.23		1,550.00	1,262.12	81.43
917.000 WATER & SEWER CHARGES	656.60		700.00	720.38	102.91
920.000 ELECTRIC/NATURAL GAS	11,059.14		12,000.00	9,411.53	78.43
930.001 MAINT-EQUIPMENT	61.76		500.00	0.00	0.00
930.200 MAINT-GROUNDS	142.95		1,000.00	238.79	23.88
930.300 MAINT-BUILDINGS	2,164.96		3,500.00	1,318.19	37.66
934.500 MAINT. AGREEMENT ON EQUIPMENT	2,273.88		4,000.00	3,069.75	76.74
935.000 PROPERTY/LIABILITY INSURANCE	12,360.02		14,000.00	11,129.05	79.49
940.100 POSTAGE METER LEASE	1,851.00		2,000.00	1,388.25	69.41
955.000 MISC.	96.81		200.00	13.48	6.74
Net - Dept 265 - TWP HALL & GROUNDS	(67,557.85)		(83,395.00)	(52,211.42)	
Dept 266 - LEGAL/ATTORNEY					
826.000 LEGAL FEES	101,298.06		100,000.00	31,664.85	31.66
826.500 LEGAL FEES-ASSESSOR	24,865.20		0.00	0.00	0.00
Net - Dept 266 - LEGAL/ATTORNEY	(126,163.26)		(100,000.00)	(31,664.85)	
Dept 371 - BUILDING					
702.000 SALARIES & WAGES	124,755.95		163,600.00	120,943.35	73.93
702.500 OVERTIME	1,219.82		2,500.00	1,152.45	46.10
708.000 UNEMPLOYMENT	342.00		1,350.00	370.50	27.44
709.000 EMPLR FICA CONTR	7,290.61		9,720.00	7,048.07	72.51
711.000 EMPLR MEDICARE CONTR	1,705.08		2,280.00	1,648.34	72.30
716.000 EMPLR RETIREMENT CONTR	11,335.18		15,000.00	10,988.63	73.26
718.500 HEALTH INSURANCE	56,248.48		74,100.00	54,372.73	73.38
718.700 HEALTH INS-EE CONTRIBUTIONS	(6,046.79)		(8,841.00)	(6,596.91)	74.62
719.000 DENTAL INSURANCE	4,032.74		5,160.00	3,765.06	72.97
719.800 VISION INSURANCE	760.89		1,060.00	818.48	77.22
719.900 VISION INS-EE CONTRIBUTIONS	(380.26)		(528.00)	(414.18)	78.44
724.000 WORKER'S COMP	542.80		750.00	494.13	65.88
725.000 LIFE & DISABILITY BENEFIT	700.66		1,070.00	722.52	67.53
752.000 OFFICE SUPPLIES	908.05		900.00	373.86	41.54
754.000 OPERATING SUPPLIES	614.96		600.00	161.51	26.92
759.000 GAS/FUEL	1,010.07		2,000.00	1,422.91	71.15
767.000 UNIFORMS	264.25		300.00	0.00	0.00
775.100 VEHICLE CLEANING	0.00		200.00	0.00	0.00
791.000 SUBSCRIPTIONS & PUBLICATIONS	381.34		150.00	0.00	0.00
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	44,591.72		25,000.00	0.00	0.00
850.000 COMMUNICATIONS	961.08		1,500.00	917.44	61.16
851.000 MAIL/POSTAGE	0.00		35.00	17.90	51.14
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00		100.00	0.00	0.00
900.000 PRINTING & PUBLISHING	1,795.32		1,500.00	0.00	0.00
910.000 PROFESSIONAL DEVELOPMENT	715.00		5,000.00	1,173.00	23.46
910.100 SEMINAR LODGING	454.86		500.00	130.32	26.06
910.200 SEMINAR MEALS	71.94		750.00	164.44	21.93
915.000 MEMBERSHIP & DUES	1,125.00		1,200.00	1,010.00	84.17
930.000 VEHICLE REPAIRS & MAINTENANCE	857.61		2,500.00	2,094.19	83.77
933.700 SOFTWARE SUPPORT/MAINTENANCE AGREEMENT	0.00		2,475.00	2,458.50	99.33
980.000 NEW OFFICE EQUIPMENT & FURNITURE	3,085.00		500.00	0.00	0.00
980.100 NEW COMPUTER HARDWARE & SOFTWARE	2,843.92		3,775.00	1,401.45	37.12
Net - Dept 371 - BUILDING	(262,187.28)		(316,206.00)	(206,638.69)	
Dept 441 - PUBLIC WORKS					
920.000 STREET LIGHTING	25,404.39		24,000.00	16,477.04	68.65
962.000 DRAINS AT LARGE	28,195.30		59,000.00	50,527.01	85.64

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND					
967.000 CONTRIBUTIONS TO ROAD COMMISSION	451,843.62		877,000.00	72,127.93	8.22
970.100 SIDEWALKS AND NON MOTORIZED PATHS	0.00		309,000.00	0.00	0.00
Net - Dept 441 - PUBLIC WORKS	(505,443.31)		(1,269,000.00)	(139,132.08)	
Dept 701 - PLANNING					
702.000 SALARIES & WAGES	148,685.49		150,604.00	109,966.13	73.02
707.000 PER DIEM	9,978.00		17,000.00	6,475.00	38.09
708.000 UNEMPLOYMENT	255.78		950.00	255.27	26.87
709.000 EMPLR FICA CONTR	9,183.69		10,260.00	6,774.54	66.03
711.000 EMPLR MEDICARE CONTR	2,147.79		2,400.00	1,584.39	66.02
716.000 EMPLR RETIREMENT CONTR	12,746.61		13,450.00	9,826.23	73.06
718.500 HEALTH INSURANCE	46,621.97		49,400.00	36,280.54	73.44
718.700 HEALTH INS-EE CONTRIBUTIONS	(5,004.24)		(5,894.00)	(4,397.94)	74.62
719.000 DENTAL INSURANCE	3,337.44		3,440.00	2,510.28	72.97
719.800 VISION INSURANCE	353.76		386.00	274.92	71.22
719.900 VISION INS-EE CONTRIBUTIONS	(176.88)		(193.00)	(138.06)	71.53
724.000 WORKER'S COMP	592.89		651.00	399.75	61.41
725.000 LIFE & DISABILITY BENEFIT	717.60		800.00	538.20	67.28
752.000 OFFICE SUPPLIES	157.05		1,000.00	231.03	23.10
759.000 GAS/FUEL	0.00		400.00	192.17	48.04
767.000 UNIFORMS	67.50		200.00	52.00	26.00
791.000 SUBSCRIPTIONS & PUBLICATIONS	153.99		325.00	24.00	7.38
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	2,944.36		35,750.00	1,659.36	4.64
804.000 CONTRIBUTION TO LOCAL AIRPORT	10,000.00		10,000.00	10,000.00	100.00
850.000 COMMUNICATIONS	604.89		250.00	173.90	69.56
851.000 MAIL/POSTAGE	0.00		150.00	0.00	0.00
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	234.98		500.00	733.01	146.60
900.000 PRINTING & PUBLISHING	4,808.80		5,500.00	3,357.40	61.04
910.000 PROFESSIONAL DEVELOPMENT	3,640.00		5,000.00	3,421.00	68.42
910.100 SEMINAR LODGING	475.70		750.00	196.40	26.19
910.200 SEMINAR MEALS	25.00		400.00	0.00	0.00
915.000 MEMBERSHIP & DUES	792.50		1,600.00	1,205.00	75.31
932.000 VEHICLE REPAIRS & MAINTENANCE	0.00		500.00	0.00	0.00
940.000 LEASE/RENT	0.00		950.00	950.00	100.00
955.000 MISC.	35.00		250.00	24.40	9.76
980.100 NEW COMPUTER HARDWARE & SOFTWARE	0.00		2,875.00	1,755.43	61.06
Net - Dept 701 - PLANNING	(253,379.67)		(309,654.00)	(194,324.35)	
Dept 751 - PARKS & RECREATION					
702.000 SALARIES & WAGES	17,793.18		34,791.00	20,334.90	58.45
702.500 OVERTIME	1,620.85		2,000.00	1,615.12	80.76
708.000 UNEMPLOYMENT	178.19		1,204.00	206.83	17.18
709.000 EMPLR FICA CONTR	1,956.35		3,060.00	2,163.59	70.71
711.000 EMPLR MEDICARE CONTR	457.55		715.00	506.01	70.77
712.000 TEMPORARY LABOR	13,289.50		15,080.00	15,192.49	100.75
716.000 EMPLR RETIREMENT CONTR	1,747.27		2,780.00	1,867.53	67.18
718.500 HEALTH INSURANCE	9,808.32		19,760.00	10,275.27	52.00
718.700 HEALTH INS-EE CONTRIBUTIONS	(1,165.48)		(2,950.00)	(961.62)	32.60
719.000 DENTAL INSURANCE	682.01		1,375.00	692.76	50.38
719.800 VISION INSURANCE	160.00		309.00	119.97	38.83
719.900 VISION INS-EE CONTRIBUTIONS	(79.99)		(154.00)	(59.91)	38.90
724.000 WORKER'S COMP	657.55		1,100.00	623.81	56.71
725.000 LIFE & DISABILITY BENEFIT	143.58		280.00	100.62	35.94
754.000 OPERATING SUPPLIES	4,102.94		3,500.00	3,707.91	105.94
759.000 GAS/FUEL	1,697.16		1,500.00	1,911.38	127.43
767.000 UNIFORMS	418.87		500.00	222.49	44.50
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	3,757.87		7,800.00	2,670.20	34.23
890.000 SAFETY	377.00		1,500.00	898.72	59.91
900.000 PRINTING & PUBLISHING	240.00		500.00	264.61	52.92
910.000 PROFESSIONAL DEVELOPMENT	0.00		400.00	0.00	0.00
917.000 WATER & SEWER CHARGES	5,656.99		6,000.00	3,970.85	66.18
920.000 ELECTRIC/NATURAL GAS	3,408.60		4,000.00	2,937.93	73.45
930.001 MAINT-EQUIPMENT	1,530.53		1,500.00	2,909.68	193.98
930.200 MAINT-GROUNDS	8,920.09		12,000.00	10,576.86	88.14
930.250 MAINT-DOG PARK	2,800.00		3,000.00	0.00	0.00
930.300 MAINT-BUILDINGS	1,446.18		1,500.00	737.61	49.17
933.000 MAINT-VEHICLES	129.66		500.00	225.77	45.15
955.000 MISC.	0.00		200.00	0.00	0.00
977.000 NEW EQUIPMENT PURCHASE	7,565.97		4,000.00	356.76	8.92
Net - Dept 751 - PARKS & RECREATION	(89,300.74)		(127,750.00)	(84,068.14)	
Dept 901 - CAPITAL OUTLAY					

ACCOUNT DESCRIPTION	END BALANCE		2022 AMENDED BUDGET	YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND						
976.302 CAPITAL OUTLAY-TOWNSHIP HALL	17,536.00		132,000.00	66,024.61		50.02
976.303 CAPITAL OUTLAY-PROPERTY	2,429.84		38,000.00	18,919.37		49.79
976.306 CAPITAL OUTLAY-PARKS DEPT	220,446.61		107,000.00	127,593.26		119.25
976.309 CAPITAL OUTLAY-VEHICLES	0.00		96,000.00	0.00		0.00
976.313 CAPITAL OUTLAY-ALTERNATIVE ENERGY	0.00		30,000.00	0.00		0.00
976.314 CAPITAL OUTLAY-NEW TWP HALL/RENO STUD	0.00		20,000.00	0.00		0.00
Net - Dept 901 - CAPITAL OUTLAY	(240,412.45)		(423,000.00)	(212,537.24)		
Dept 910 - DEBT SERVICE-LEASES						
991.500 LEASE PAYABLE PRINCIPAL	3,250.00		0.00	0.00		0.00
992.500 LEASE PAYABLE INTEREST	72.29		0.00	0.00		0.00
Net - Dept 910 - DEBT SERVICE-LEASES	(3,322.29)		0.00	0.00		
Fund 101 - GENERAL FUND:						
TOTAL REVENUES	2,775,441.69		2,673,704.00	1,649,705.76		61.70
TOTAL EXPENDITURES	2,194,484.90		3,392,133.00	1,424,822.89		42.00
NET OF REVENUES & EXPENDITURES	580,956.79		(718,429.00)	224,882.87		31.30

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 206 - FIRE FUND					
Dept 000 - NONE					
402.000 CURRENT REAL PROPERTY TAX	708,317.49		701,000.00	701,604.03	100.09
402.001 PROPERTY TAX REFUNDS-MTT	(3,013.61)		(10,000.00)	(5,869.19)	58.69
402.002 PILOT TAX	7,643.15		7,000.00	0.00	0.00
402.100 PRIOR YEARS PROPERTY TAXES	0.00		(200.00)	0.00	0.00
420.000 DELQ PERSONAL PROPERTY TAXES	289.53		500.00	99.10	19.82
445.000 INTEREST ON TAXES	38.13		300.00	2.94	0.98
543.000 STATE GRANT-PUBLIC SAFETY	19,273.36		12,000.00	0.00	0.00
573.000 STATE AID REVENUE-LCSA	5,404.43		10,200.00	10,262.82	100.62
600.200 FIRE PROTECTION - EDDA	81,150.00		81,200.00	78,174.73	96.27
600.300 FIRE PROTECTION - WDDA	59,515.99		59,000.00	63,255.49	107.21
665.000 INTEREST EARNED	3,546.30		3,000.00	1,658.38	55.28
Net - Dept 000 - NONE	882,164.77		864,000.00	849,188.30	
Dept 336 - FIRE DEPARTMENT					
702.000 SALARIES & WAGES	2,152.67		0.00	0.00	0.00
709.000 EMPLR FICA CONTR	128.76		0.00	0.00	0.00
711.000 EMPLR MEDICARE CONTR	30.13		0.00	0.00	0.00
716.000 EMPLR RETIREMENT CONTR	193.74		0.00	0.00	0.00
718.500 HEALTH INSURANCE	1,032.23		0.00	0.00	0.00
718.700 HEALTH INS-EE CONTRIBUTIONS	(62.12)		0.00	0.00	0.00
719.000 DENTAL INSURANCE	58.11		0.00	0.00	0.00
719.800 VISION INSURANCE	5.02		0.00	0.00	0.00
719.900 VISION INS-EE CONTRIBUTIONS	(2.51)		0.00	0.00	0.00
724.000 WORKER'S COMP	34.81		0.00	0.00	0.00
725.000 LIFE & DISABILITY BENEFIT	9.63		0.00	0.00	0.00
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	742,210.00		812,900.00	812,900.00	100.00
801.025 HYDRANT FLUSHING	0.00		30,000.00	0.00	0.00
934.000 FIRE HYDRANT REPAIRS	0.00		5,150.00	0.00	0.00
Net - Dept 336 - FIRE DEPARTMENT	(745,790.47)		(848,050.00)	(812,900.00)	
Fund 206 - FIRE FUND:					
TOTAL REVENUES	882,164.77		864,000.00	849,188.30	98.29
TOTAL EXPENDITURES	745,790.47		848,050.00	812,900.00	95.86
NET OF REVENUES & EXPENDITURES	136,374.30		15,950.00	36,288.30	227.51

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 248 - EAST DDA FUND					
Dept 000 - NONE					
402.000 CURRENT PROPERTY TAX	447,562.57		506,000.00	506,459.10	100.09
402.001 PROPERTY TAX REFUNDS-BOR MTT	(504.39)		(4,000.00)	(9,873.09)	246.83
402.100 PRIOR YEARS PROPERTY TAXES	0.00		(250.00)	0.00	0.00
420.000 DELQ PERSONAL PROPERTY CAPT	76.47		300.00	0.00	0.00
445.000 INTEREST ON TAXES	7.16		500.00	0.00	0.00
573.000 STATE AID REVENUE-LCSA	56,127.27		56,000.00	0.00	0.00
665.000 INTEREST EARNED	4,340.17		4,800.00	2,307.21	48.07
671.000 OTHER REVENUE	0.00		15,000.00	14,820.00	98.80
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	24,224.69		15,270.00	7,474.50	48.95
801.001 MAINT- BENCHES/TRASH RECEPTACLES	0.00		5,000.00	0.00	0.00
801.003 SIDEWALK SNOWPLOWING	5,900.00		11,000.00	5,600.00	50.91
801.004 LAWN CARE	28,557.00		23,000.00	21,054.00	91.54
801.005 IRRIGATION / LIGHTING REPAIRS	13,196.92		35,000.00	27,358.73	78.17
801.007 FLOWER / LANDSCAPE MAINTENANCE	14,634.70		21,000.00	11,503.00	54.78
801.015 STREET LIGHT BANNERS/CHRISTMAS	18,695.00		21,960.00	8,837.00	40.24
826.000 LEGAL FEES	713.00		2,000.00	0.00	0.00
851.000 MAIL/POSTAGE	469.58		0.00	0.00	0.00
880.000 COMMUNITY PROMOTION	5,000.00		10,500.00	5,500.00	52.38
883.000 COMMUNITY IMPROVEMENT GRANTS	0.00		40,000.00	0.00	0.00
900.000 PRINTING & PUBLISHING	554.30		250.00	11.97	4.79
915.000 MEMBERSHIP & DUES	405.00		500.00	315.00	63.00
917.000 WATER & SEWER CHARGES	13,595.90		17,000.00	8,880.83	52.24
920.000 ELECTRIC/NATURAL GAS	12,628.91		14,000.00	7,193.25	51.38
935.000 PROPERTY/LIABILITY INSURANCE	1,697.25		1,800.00	1,528.22	84.90
940.000 LEASE/RENT	600.00		1,175.00	1,135.00	96.60
955.000 MISC.	0.00		100.00	0.00	0.00
Net - Dept 000 - NONE	366,737.00		358,795.00	407,321.72	
Dept 336 - FIRE DEPARTMENT					
830.000 PUBLIC SAFETY - FIRE PROTECTION	81,150.00		81,200.00	78,174.73	96.27
Net - Dept 336 - FIRE DEPARTMENT	(81,150.00)		(81,200.00)	(78,174.73)	
Dept 728 - ECONOMIC DEVELOPMENT					
967.300 SEWER SYSTEM PROJECTS	0.00		435,000.00	0.00	0.00
967.400 STREET/ROAD PROJECTS	0.00		250,000.00	0.00	0.00
967.500 SIDEWALK/PATHWAY PROJECTS	0.00		175,000.00	0.00	0.00
967.600 PARKS PROJECTS	211,000.00		10,000.00	10,060.00	100.60
971.000 CAPITAL OUTLAY-LAND	197,705.13		48,000.00	2,125.92	4.43
974.000 LAND IMPRVMENTS-GENERAL	7,041.50		90,000.00	15,858.82	17.62
974.202 LAND IMPRVMENTS-2120 YATS DR	0.00		0.00	707.34	100.00
Net - Dept 728 - ECONOMIC DEVELOPMENT	(415,746.63)		(1,008,000.00)	(28,752.08)	
Fund 248 - EAST DDA FUND:					
TOTAL REVENUES	507,609.25		578,350.00	513,713.22	88.82
TOTAL EXPENDITURES	637,768.88		1,308,755.00	213,318.31	16.30
NET OF REVENUES & EXPENDITURES	(130,159.63)		(730,405.00)	300,394.91	41.13

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BGDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 250 - WEST DDA FUND					
Dept 000 - NONE					
402.000 CURRENT PROPERTY TAX	341,992.49		397,000.00	397,780.60	100.20
402.001 PROPERTY TAX REFUNDS-BOR MTT	0.00		(4,000.00)	0.00	0.00
420.000 DELQ PERSONAL PROPERTY CAPT	20.93		20.00	0.00	0.00
445.000 INTEREST ON TAXES	2.89		200.00	0.00	0.00
573.000 STATE AID REVENUE-LCSA	37.50		0.00	0.00	0.00
665.000 INTEREST EARNED	4,881.92		4,400.00	4,278.26	97.23
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	15,604.69		8,270.00	3,167.50	38.30
826.000 LEGAL FEES	975.00		0.00	0.00	0.00
880.000 COMMUNITY PROMOTION	5,000.00		5,500.00	5,500.00	100.00
883.000 COMMUNITY IMPROVEMENT GRANTS	0.00		40,000.00	0.00	0.00
900.000 PRINTING & PUBLISHING	554.30		0.00	0.00	0.00
915.000 MEMBERSHIP & DUES	405.00		400.00	315.00	78.75
967.400 STREET/ROAD PROJECTS	0.00		450,600.00	0.00	0.00
Net - Dept 000 - NONE	324,396.74		(107,150.00)	393,076.36	
Dept 336 - FIRE DEPARTMENT					
830.000 PUBLIC SAFETY - FIRE PROTECTION	59,515.99		59,000.00	63,255.49	107.21
Net - Dept 336 - FIRE DEPARTMENT	(59,515.99)		(59,000.00)	(63,255.49)	
Dept 728 - ECONOMIC DEVELOPMENT					
940.000 LEASE/RENT	0.00		475.00	475.00	100.00
967.500 SIDEWALK/PATHWAY PROJECTS	12,840.00		584,000.00	434,307.11	74.37
Net - Dept 728 - ECONOMIC DEVELOPMENT	(12,840.00)		(584,475.00)	(434,782.11)	
Fund 250 - WEST DDA FUND:					
TOTAL REVENUES	346,935.73		397,620.00	402,058.86	101.12
TOTAL EXPENDITURES	94,894.98		1,148,245.00	507,020.10	44.16
NET OF REVENUES & EXPENDITURES	252,040.75		(750,625.00)	(104,961.24)	13.98

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 288 - TRIBAL 2% GRANTS FUND					
Dept 000 - NONE					
582.000 CONTRIBUTION FROM TRIBE	38,226.97		254,875.00	254,875.17	100.00
665.000 INTEREST EARNED	531.01		550.00	387.97	70.54
Net - Dept 000 - NONE	38,757.98		255,425.00	255,263.14	
Dept 728 - ECONOMIC DEVELOPMENT					
965.000 CONTRIBUTION TO OTHER UNITS OF GOVT	34,000.00		0.00	0.00	0.00
965.600 CONTRIBUTION TO SEWER FUND	0.00		125,371.00	0.00	0.00
967.400 STREET/ROAD PROJECTS	238,226.97		179,504.00	179,504.00	100.00
967.600 PARKS PROJECTS	13,295.00		0.00	0.00	0.00
Net - Dept 728 - ECONOMIC DEVELOPMENT	(285,521.97)		(304,875.00)	(179,504.00)	
Fund 288 - TRIBAL 2% GRANTS FUND:					
TOTAL REVENUES	38,757.98		255,425.00	255,263.14	99.94
TOTAL EXPENDITURES	285,521.97		304,875.00	179,504.00	58.88
NET OF REVENUES & EXPENDITURES	(246,763.99)		(49,450.00)	75,759.14	153.20

ACCOUNT DESCRIPTION	END BALANCE		2022 AMENDED BUDGET	YTD BALANCE		% BDGT USED
	12/31/2021 NORMAL (ABNORMAL)			09/30/2022 NORMAL (ABNORMAL)		
Fund 590 - SEWER FUND						
Dept 000 - NONE						
456.000 CONNECTION FEE	80,451.32		75,000.00	63,510.17		84.68
582.000 CONTRIBUTION FROM TRIBE	0.00		125,371.00	0.00		0.00
583.000 CONTRIBUTION FROM EDA FOR PROJECTS	0.00		160,000.00	0.00		0.00
627.000 SERVICE	1,383,941.01		1,466,744.00	1,095,229.52		74.67
627.100 DELINQUENT SEWER	0.00		(1,500.00)	0.00		0.00
628.000 INSPECTION FEE	2,150.00		3,000.00	490.00		16.33
655.000 FINES & FORFEITURES	32,235.50		33,000.00	27,835.42		84.35
665.000 INTEREST EARNED	16,346.01		7,200.00	4,668.85		64.85
670.000 DEBT RETIREMENT	1,157,824.46		1,215,384.00	915,715.12		75.34
671.000 OTHER REVENUE	718.99		3,000.00	2,378.62		79.29
673.000 GAIN/LOSS ON SALE (DISPOSAL) OF ASSETS	0.00		0.00	7,500.00		100.00
687.000 REFUNDS & REBATES	2,043.58		0.00	1,979.61		100.00
Net - Dept 000 - NONE	2,675,710.87		3,087,199.00	2,119,307.31		
Dept 536 - WATER/SEWER SYSTEMS						
702.000 SALARIES & WAGES	257,118.77		269,577.00	195,525.15		72.53
702.500 OVERTIME	10,840.69		10,000.00	6,794.80		67.95
702.700 LUMP SUM IN LIEU OF STEP	3,592.45		4,332.00	0.00		0.00
708.000 UNEMPLOYMENT	507.23		2,604.00	607.52		23.33
709.000 EMPLR FICA CONTR	16,659.46		17,681.00	12,432.24		70.31
711.000 EMPLR MEDICARE CONTR	3,896.51		4,135.00	2,907.90		70.32
712.000 TEMPORARY LABOR	6,482.16		10,088.00	5,042.64		49.99
716.000 EMPLR RETIREMENT CONTR	23,263.53		24,000.00	17,257.11		71.90
718.500 HEALTH INSURANCE	85,526.17		93,062.00	67,505.55		72.54
718.700 HEALTH INS-EE CONTRIBUTIONS	(6,985.57)		(7,538.00)	(6,312.33)		83.74
719.000 DENTAL INSURANCE	4,180.71		4,386.00	3,213.18		73.26
719.800 VISION INSURANCE	554.39		601.00	321.52		53.50
719.900 VISION INS-EE CONTRIBUTIONS	(277.27)		(300.00)	(161.27)		53.76
724.000 WORKER'S COMP	2,129.52		2,131.00	1,422.82		66.77
725.000 LIFE & DISABILITY BENEFIT	1,238.07		1,381.00	930.49		67.38
726.000 COMPENSATED ABSENCES	1,657.70		0.00	0.00		0.00
752.000 OFFICE SUPPLIES	919.39		1,500.00	1,025.65		68.38
754.000 OPERATING SUPPLIES	3,717.06		5,000.00	4,103.10		82.06
759.000 GAS/FUEL	9,339.19		10,000.00	8,807.12		88.07
767.000 UNIFORMS	1,241.01		2,000.00	647.23		32.36
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	22,247.10		42,600.00	16,303.50		38.27
826.000 LEGAL FEES	0.00		20,000.00	1,740.00		8.70
850.000 COMMUNICATIONS	2,093.21		3,000.00	1,952.49		65.08
851.000 MAIL/POSTAGE	1,315.56		4,000.00	1,228.81		30.72
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	687.17		750.00	476.12		63.48
890.000 SAFETY	3,327.10		6,000.00	1,970.34		32.84
900.000 PRINTING & PUBLISHING	413.80		1,500.00	401.70		26.78
910.000 PROFESSIONAL DEVELOPMENT	512.50		2,500.00	262.50		10.50
910.100 SEMINAR LODGING	0.00		1,000.00	0.00		0.00
910.200 SEMINAR MEALS	31.08		100.00	0.00		0.00
915.000 MEMBERSHIP & DUES	459.00		500.00	432.50		86.50
920.000 ELECTRIC/NATURAL GAS	75,635.79		87,000.00	62,760.88		72.14
930.000 REPAIRS	1,858.33		180,000.00	2,911.23		1.62
930.001 MAINT-EQUIPMENT	1,532.90		27,000.00	2,453.71		9.09
930.200 MAINT-GROUNDS	567.00		2,000.00	630.00		31.50
930.300 MAINT-BUILDINGS	3,988.00		5,000.00	580.47		11.61
933.000 MAINT-VEHICLES	4,201.87		6,000.00	866.05		14.43
933.500 MAINT-LIFT STATIONS	18,835.25		214,500.00	73,264.84		34.16
933.700 SOFTWARE SUPPORT/MAINTENANCE AGREEMENT	0.00		2,450.00	2,421.31		98.83
934.300 OPTO 22 MAINTENANCE	14,218.71		15,000.00	1,544.04		10.29
934.500 MAINT. AGREEMENT ON EQUIPMENT	3,393.14		8,700.00	4,695.30		53.97
935.000 PROPERTY/LIABILITY INSURANCE	21,006.48		23,000.00	18,719.38		81.39
955.000 MISC.	0.00		0.00	5.00		100.00
972.013 HOOKUP LABOR & MATERIAL	95.62		10,000.00	587.50		5.88
973.000 CAPITAL PROJECTS-SEWER SYSTEM	0.00		1,669,000.00	424,118.76		25.41
977.000 NEW EQUIPMENT PURCHASE	1,232.92		431,250.00	2,200.60		0.51
980.000 NEW OFFICE EQUIPMENT & FURNITURE	1,841.44		1,000.00	62.99		6.30
980.100 NEW COMPUTER HARDWARE & SOFTWARE	8,087.22		21,500.00	856.28		3.98
980.400 SECURITY	0.00		2,670.00	2,670.00		100.00
981.000 NEW VEHICLE PURCHASE	0.00		35,000.00	0.00		0.00
Net - Dept 536 - WATER/SEWER SYSTEMS	(613,182.36)		(3,277,660.00)	(948,186.72)		
Dept 540 - WWTP						
702.000 SALARIES & WAGES	294,627.88		298,443.00	216,676.55		72.60
702.500 OVERTIME	13,073.03		11,200.00	7,600.16		67.86
702.700 LUMP SUM IN LIEU OF STEP	7,075.90		6,122.00	1,828.93		29.87
705.000 LEAVE TIME PAYOUT	0.00		0.00	16,889.04		100.00
708.000 UNEMPLOYMENT	580.76		2,250.00	617.50		27.44

ACCOUNT DESCRIPTION	END BALANCE		2022 AMENDED BUDGET	YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 590 - SEWER FUND						
709.000 EMPLR FICA CONTR	18,739.05		18,710.00	14,502.09		77.51
711.000 EMPLR MEDICARE CONTR	4,387.39		4,375.00	3,391.61		77.52
716.000 EMPLR RETIREMENT CONTR	28,329.93		28,420.00	21,869.57		76.95
718.500 HEALTH INSURANCE	116,169.16		123,490.00	89,195.65		72.23
718.700 HEALTH INS-EE CONTRIBUTIONS	(11,491.09)		(13,550.00)	(9,865.09)		72.81
719.000 DENTAL INSURANCE	6,951.44		7,167.00	5,173.39		72.18
719.800 VISION INSURANCE	873.12		954.00	799.57		83.81
719.900 VISION INS-EE CONTRIBUTIONS	(436.24)		(477.00)	(392.53)		82.29
724.000 WORKER'S COMP	3,577.86		3,600.00	2,445.79		67.94
725.000 LIFE & DISABILITY BENEFIT	1,612.74		1,800.00	1,204.91		66.94
743.000 CHEMICALS	40,835.13		50,000.00	52,031.22		104.06
744.000 LAB EQUIPMENT & SUPPLIES	27,720.22		35,000.00	26,627.15		76.08
752.000 OFFICE SUPPLIES	480.92		500.00	589.99		118.00
754.000 OPERATING SUPPLIES	11,420.73		12,000.00	10,395.80		86.63
759.000 GAS/FUEL	2,918.22		3,200.00	4,412.06		137.88
767.000 UNIFORMS	618.88		2,000.00	685.01		34.25
774.100 BIOXIDE	66,500.06		80,000.00	55,183.28		68.98
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	25,122.62		45,450.00	19,677.74		43.30
801.200 CONT. SERV. - BIOSOLIDS LAND APPL.	26,661.18		37,400.00	28,111.20		75.16
801.300 CONT. SERV. - LAB ANALYSIS	5,032.34		6,000.00	3,017.59		50.29
850.000 COMMUNICATIONS	4,588.50		3,500.00	3,365.30		96.15
851.000 MAIL/POSTAGE	159.08		750.00	157.94		21.06
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	209.44		500.00	67.47		13.49
890.000 SAFETY	4,748.56		5,000.00	1,784.55		35.69
900.000 PRINTING & PUBLISHING	177.80		500.00	155.45		31.09
910.000 PROFESSIONAL DEVELOPMENT	1,117.80		3,000.00	2,404.20		80.14
910.100 SEMINAR LODGING	0.00		500.00	0.00		0.00
910.200 SEMINAR MEALS	31.08		100.00	0.00		0.00
915.000 MEMBERSHIP & DUES	83.00		500.00	152.00		30.40
917.000 WATER & SEWER CHARGES	9,527.20		12,000.00	4,994.26		41.62
920.000 ELECTRIC/NATURAL GAS	149,727.41		176,000.00	112,846.39		64.12
923.000 PROPANE	0.00		3,000.00	1,543.60		51.45
930.001 MAINT-EQUIPMENT	2,326.86		6,000.00	492.44		8.21
930.200 MAINT-GROUNDS	1,385.22		3,500.00	1,693.24		48.38
930.300 MAINT-BUILDINGS	1,670.98		5,000.00	2,496.41		49.93
933.000 MAINT-VEHICLES	1,597.73		2,500.00	927.00		37.08
934.300 OPTO 22 MAINTENANCE	4,124.94		10,000.00	4,457.12		44.57
934.500 MAINT. AGREEMENT ON EQUIPMENT	2,273.83		5,000.00	2,582.74		51.65
934.981 SAMPLING EQUIPMENT MAINT.	34.19		4,000.00	89.50		2.24
934.982 PRELIMINARY TREAT EQUIPM. MAINT.	15,049.89		15,000.00	2,349.60		15.66
934.983 SECONDARY TREAT EQUIP. MAINT.	22,152.44		25,500.00	7,400.37		29.02
934.984 SOLIDS EQUIPMENT MAINT.	10,516.60		15,000.00	36,785.25		245.24
934.985 DISINFECTION EQUIPMENT MAINT.	943.98		6,000.00	373.45		6.22
934.986 INSTRUMENTATION EQUIPMENT MAINT.	1,346.35		6,000.00	1,238.77		20.65
934.987 TERTIARY FILTER MAINT.	9,277.05		15,000.00	5,512.50		36.75
935.000 PROPERTY/LIABILITY INSURANCE	15,811.47		17,500.00	14,236.76		81.35
949.000 IPP	0.00		500.00	0.00		0.00
958.100 PERMITS & FEES	8,284.40		13,000.00	6,275.48		48.27
977.000 NEW EQUIPMENT PURCHASE	195.00		5,000.00	763.39		15.27
980.000 NEW OFFICE EQUIPMENT & FURNITURE	225.74		750.00	0.00		0.00
980.100 NEW COMPUTER HARDWARE & SOFTWARE	1,231.64		7,670.00	2,670.00		34.81
Net - Dept 540 - WWTP	(960,199.41)		(1,132,324.00)	(790,483.41)		
Dept 906 - DEBT SERVICE						
990.000 BOND ISSUE COST AMORTIZATION	39,847.68		0.00	0.00		0.00
995.000 BOND INTEREST-2009 WWTP & 2004 SEWER	16,200.00		0.00	0.00		0.00
996.003 BOND INTEREST-RURAL DEVELOPMENT	142,944.28		143,650.00	71,722.62		49.93
Net - Dept 906 - DEBT SERVICE	(198,991.96)		(143,650.00)	(71,722.62)		
Dept 910 - DEBT SERVICE-LEASES						
992.500 LEASE PAYABLE INTEREST	10.46		0.00	0.00		0.00
Net - Dept 910 - DEBT SERVICE-LEASES	(10.46)		0.00	0.00		
Dept 960 - DEPRECIATION EXPENSE						
969.000 DEPRECIATION EXPENSE	731,996.80		760,000.00	0.00		0.00
Net - Dept 960 - DEPRECIATION EXPENSE	(731,996.80)		(760,000.00)	0.00		

ACCOUNT DESCRIPTION	END BALANCE		2022 AMENDED BUDGET	YTD BALANCE		% BDGT USED
	12/31/2021			NORMAL	(ABNORMAL)	
Fund 590 - SEWER FUND						
Fund 590 - SEWER FUND:						
TOTAL REVENUES	2,675,710.87		3,087,199.00		2,119,307.31	68.65
TOTAL EXPENDITURES	2,504,380.99		5,313,634.00		1,810,392.75	34.07
NET OF REVENUES & EXPENDITURES	171,329.88		(2,226,435.00)		308,914.56	13.87

ACCOUNT DESCRIPTION	END BALANCE		2022 AMENDED BUDGET	YTD BALANCE		% BDGT USED
	12/31/2021 NORMAL (ABNORMAL)			09/30/2022 NORMAL (ABNORMAL)		
Fund 591 - WATER FUND						
Dept 000 - NONE						
450.000 WATER SALES	1,467,085.94		1,424,306.00	1,179,256.50		82.80
450.100 BULK WATER SALES	445.00		1,000.00	1,544.50		154.45
450.200 FINAL READ	2,859.00		4,000.00	3,477.00		86.93
450.300 TURN-OFF	4,141.00		4,000.00	6,234.00		155.85
452.000 LATERALS	23,295.50		5,000.00	4,631.04		92.62
454.000 BENEFIT FEES	53,882.52		50,000.00	29,174.17		58.35
459.000 CONNECTION FEES	80,624.85		54,000.00	42,879.00		79.41
479.000 REVENUE-REPLACEMENT METERS	675.00		1,000.00	0.00		0.00
628.000 INSPECTION FEE	3,450.00		1,300.00	3,993.50		307.19
655.000 FINES & FORFEITURES	16,879.70		20,000.00	12,912.56		64.56
665.000 INTEREST EARNED	15,087.06		8,100.00	4,528.64		55.91
665.100 INTEREST EARNED-SPEC ASSESS	1,782.20		4,000.00	867.21		21.68
667.300 LEASES - TOWER RENTAL	52,371.45		56,000.00	41,861.09		74.75
671.000 OTHER REVENUE	2,115.23		8,000.00	8,687.30		108.59
672.500 REVENUE-SPECIAL ASSESS	0.00		10,000.00	0.00		0.00
673.000 GAIN/LOSS ON SALE(DISPOSAL)OF ASSETS	0.00		0.00	7,500.00		100.00
687.000 REFUNDS & REBATES	2,006.09		0.00	1,553.11		100.00
Net - Dept 000 - NONE	1,726,700.54		1,650,706.00	1,349,099.62		
Dept 536 - WATER/SEWER SYSTEMS						
702.000 SALARIES & WAGES	403,044.73		408,370.00	303,925.36		74.42
702.500 OVERTIME	36,577.77		30,000.00	27,203.76		90.68
702.700 LUMP SUM IN LIEU OF STEP	5,457.95		6,263.00	0.00		0.00
708.000 UNEMPLOYMENT	809.61		3,506.00	883.96		25.21
709.000 EMPLR FICA CONTR	27,129.86		27,784.00	20,131.43		72.46
711.000 EMPLR MEDICARE CONTR	6,344.24		6,498.00	4,707.64		72.45
712.000 TEMPORARY LABOR	7,426.88		6,200.00	4,962.96		80.05
716.000 EMPLR RETIREMENT CONTR	38,836.07		39,243.00	28,782.33		73.34
718.500 HEALTH INSURANCE	138,895.44		142,458.00	108,133.90		75.91
718.700 HEALTH INS-EE CONTRIBUTIONS	(12,156.88)		(15,595.00)	(11,166.07)		71.60
719.000 DENTAL INSURANCE	7,924.25		7,824.00	5,948.62		76.03
719.800 VISION INSURANCE	936.01		987.00	636.38		64.48
719.900 VISION INS-EE CONTRIBUTIONS	(467.87)		(493.00)	(319.12)		64.73
724.000 WORKER'S COMP	7,325.99		8,243.00	5,065.66		61.45
725.000 LIFE & DISABILITY BENEFIT	1,948.84		2,151.00	1,507.05		70.06
726.000 COMPENSATED ABSENCES	4,511.09		0.00	0.00		0.00
752.000 OFFICE SUPPLIES	904.96		1,500.00	1,166.51		77.77
753.000 PROCESS CHEMICALS/CHLORINE	52,209.29		60,000.00	50,732.12		84.55
754.000 OPERATING SUPPLIES	9,401.40		13,000.00	7,815.94		60.12
759.000 GAS/FUEL	9,331.09		9,000.00	8,647.13		96.08
767.000 UNIFORMS	1,241.04		2,000.00	647.22		32.36
774.100 MXU	8,640.00		10,000.00	5,920.00		59.20
800.000 WELL HEAD PROTECTION	0.00		500.00	0.00		0.00
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	72,902.92		107,259.00	59,734.68		55.69
801.002 LAB FEES	12,268.43		15,600.00	10,469.83		67.11
801.025 HYDRANT FLUSHING	0.00		(30,000.00)	0.00		0.00
801.800 WATER STUDY	25,500.00		22,500.00	5,000.00		22.22
826.000 LEGAL FEES	0.00		25,000.00	915.00		3.66
850.000 COMMUNICATIONS	5,989.40		6,000.00	5,823.19		97.05
851.000 MAIL/POSTAGE	2,162.62		5,400.00	1,451.49		26.88
860.000 TRANSPORTATION/MILEAGE REIMBURSMNT	542.47		1,200.00	467.95		39.00
890.000 SAFETY	3,374.36		6,000.00	3,010.60		50.18
900.000 PRINTING & PUBLISHING	2,824.58		4,300.00	3,862.62		89.83
910.000 PROFESSIONAL DEVELOPMENT	822.50		5,000.00	1,167.50		23.35
910.100 SEMINAR LODGING	0.00		1,000.00	0.00		0.00
910.200 SEMINAR MEALS	31.07		450.00	0.00		0.00
915.000 MEMBERSHIP & DUES	619.00		1,000.00	972.50		97.25
920.000 ELECTRIC/NATURAL GAS	140,634.19		165,000.00	115,200.84		69.82
930.000 REPAIRS	27,674.65		50,000.00	37,379.62		74.76
930.001 MAINT-EQUIPMENT	6,871.26		15,000.00	2,725.00		18.17
930.200 MAINT-GROUNDS	3,572.98		3,000.00	1,140.66		38.02
930.300 MAINT-BUILDINGS	4,730.47		5,000.00	2,312.82		46.26
933.000 MAINT-VEHICLES	5,691.05		6,000.00	1,093.43		18.22
933.100 MAINT-WATER WELLS	155.45		70,000.00	34,676.09		49.54
933.200 MAINT-TREATMENT PLANTS	19,605.41		60,800.00	30,569.73		50.28
933.300 MAINT-WATER TOWERS	4,130.79		33,000.00	7,307.94		22.15
933.700 SOFTWARE SUPPORT/MAINTENANCE AGREEMEN'	0.00		2,450.00	2,421.29		98.83
934.300 OPTO 22 MAINTENANCE	12,484.42		16,000.00	4,863.68		30.40
934.500 MAINT. AGREEMENT ON EQUIPMENT	8,265.16		13,950.00	6,026.83		43.20
935.000 PROPERTY/LIABILITY INSURANCE	23,694.28		26,500.00	21,334.50		80.51
940.500 ROYALTIES	4,973.09		5,000.00	4,235.84		84.72
955.000 MISC.	10.00		0.00	0.00		0.00
972.000 CAPITAL PROJECTS-WATER SYSTEM	155.45		848,000.00	60,232.58		7.10
972.013 HOOKUP LABOR & MATERIAL	35,157.18		50,000.00	60,130.05		120.26
977.000 NEW EQUIPMENT PURCHASE	868.12		8,250.00	3,923.65		47.56

ACCOUNT DESCRIPTION	END BALANCE		YTD BALANCE		% BDGT USED
	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 591 - WATER FUND					
977.600 METER REPLACEMENT PROGRAM	31,000.00		20,837.56		69.46
980.000 NEW OFFICE EQUIPMENT & FURNITURE	1,481.45		63.00		6.30
980.100 NEW COMPUTER HARDWARE & SOFTWARE	8,177.64		3,737.15		15.46
981.000 NEW VEHICLE PURCHASE	0.00		0.00		0.00
Net - Dept 536 - WATER/SEWER SYSTEMS	(1,222,642.15)	(2,408,268.00)	(1,088,420.90)		
Dept 906 - DEBT SERVICE					
990.000 BOND ISSUE COST AMORTIZATION	1,578.75		1,578.75		99.98
996.001 BOND - PAYING AGENT FEES	750.00		750.00		93.75
996.002 BOND INTEREST - (2010 WATER)	50,538.77		46,792.79		97.93
Net - Dept 906 - DEBT SERVICE	(52,867.52)	(50,159.00)	(49,121.54)		
Dept 910 - DEBT SERVICE-LEASES					
992.500 LEASE PAYABLE INTEREST	15.41		0.00		0.00
Net - Dept 910 - DEBT SERVICE-LEASES	(15.41)	0.00	0.00		
Dept 960 - DEPRECIATION EXPENSE					
969.000 DEPRECIATION EXPENSE	393,918.50		0.00		0.00
Net - Dept 960 - DEPRECIATION EXPENSE	(393,918.50)	(400,000.00)	0.00		
Fund 591 - WATER FUND:					
TOTAL REVENUES	1,726,700.54	1,650,706.00	1,349,099.62		81.73
TOTAL EXPENDITURES	1,669,443.58	2,858,427.00	1,137,542.44		39.80
NET OF REVENUES & EXPENDITURES	57,256.96	(1,207,721.00)	211,557.18		17.52
TOTAL REVENUES - ALL FUNDS	8,953,320.83	9,507,004.00	7,138,336.21		75.09
TOTAL EXPENDITURES - ALL FUNDS	8,132,285.77	15,174,119.00	6,085,500.49		40.10
NET OF REVENUES & EXPENDITURES	821,035.06	(5,667,115.00)	1,052,835.72		18.58

Policy Governance Executive Limitations Evaluation Form

A tool to be used by individual Board members as they evaluate the internal monitoring reports

Policy being monitored: **2.5 – Financial Conditions & Activities**

- 1. Was this report submitted when due? Yes No
 - 2. Did the report lay out the Manager’s interpretation or an operational definition of the policy? Yes No
 - 3. Is the interpretation justified or is proof provided to explain why the interpretation is reasonable? Yes No
 - 4. Was I convinced that the interpretation is justified and reasonable? Yes No
 - 5. Did the interpretation address all aspects of the policy? Yes No
 - 6. Does the data show compliance with the Manager’s interpretation of our policy? Yes No
-

Comments regarding further policy development:

- 1. Is there any area regarding this policy that you worry about that is not clearly addressed in existing policy?

- 2. What policy language would you like to see incorporated to address your concern?

Signature and date of Board member _____

REQUEST FOR TOWNSHIP BOARD ACTION

To: Board of Trustees **DATE:** October 17, 2022
FROM: Mark Stuhldreher, Township Manager **DATE FOR BOARD CONSIDERATION:** 10/26/2022
ACTION REQUESTED: Board of Trustees annual review of Board Governance Policy No. 4.3 – Delegation to Township Manager and Management Team

Current Action Emergency

Funds Budgeted: If Yes Account # _____ No N/A

Finance Approval _____ *MDS*

BACKGROUND INFORMATION

The Board Governance Policy was originally adopted in 2010 with subsequent amendments in 2013, 2014, 2018, 2019, 2020 and earlier this year. The purpose of the Policy is to assist the Board of Trustees in the execution of their duties as a policy making body. Through the articulation of various policies within the totality of the document, the Board of Trustees is encouraged to focus on long term organizational outputs and the discharge of its fiduciary responsibilities.

Certain policies, such as Policy 4.3 (Delegation to Township Manager and Management Team), are to be reviewed and monitored for compliance on an annual basis.

Board Policy 4.3 – Delegation to Township Manager and Management Team

The Policy states:

The board will instruct the Township Manager and Management Team through written policies which prescribe the organizational Ends to be achieved, and describe organizational situations and actions to be avoided, allowing the Township Management to use any reasonable interpretation of these policies.

Accordingly:

- 4.3.1 The board will develop policies instructing the Township Manager to produce certain effects, define the intended recipients of those effects to be produced and the intended worth (cost benefit or priority) of the effects. These policies will be developed systematically from the broadest, most general level to more defined levels, and will be called Ends policies
- 4.3.2 The board will develop policies which limit the latitude the Township Management Team may exercise in choosing the organizational means. These policies will be developed systematically from the broadest, most general level to more defined levels, and they will be called Executive Limitations policies.
- 4.3.3 As long as the Township Manager uses *any reasonable interpretation* of the board’s Ends and Executive Limitations policies, the Township Manager is authorized to establish, consistent with

Board established policies, all further policies, make all decisions, take all actions, establish all practices and develop all activities.

- 4.3.4 The board may change its Ends and Executive Limitations policies, thereby shifting the boundary between board and the Township Management Team domains. By doing so, the board changes the latitude of choice given to the Township Manager. But as long as any particular delegation is in place, the board will respect and support the Township Manager's choices.

Attached is an evaluation form that can be used for the review/discussion of Policy No. 4.3.

SCOPE OF SERVICES

Not applicable

JUSTIFICATION

An annual review of Board Policies allows for the Board of Trustees to monitor itself regarding adherence to policies that apply to the Board of Trustees.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed in this review (From Policy 1.0: Global End)

- Community well-being and common good
- Prosperity through economic diversity, cultural diversity, and social diversity
- Safety
- Health
- Natural environment
- Commerce

COSTS

Not applicable

PROJECT TIME TABLE

Not applicable

RESOLUTION

Not applicable

Board Compliance Monitoring Tool

Policy: 4.3 – Delegation to Township Manager and Management Team
Type: Direct Inspection
Occurrence: Annual
Date: October 2022

Policy:

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- 4.3.4 The board may change its Ends and Executive Limitations policies, thereby shifting the boundary between board and the Township Management Team domains. By doing so, the board changes the latitude of choice given to the Township Manager. But as long as any particular delegation is in place, the board will respect and support the Township Manager's choices.

Use this evaluation form for discussion at the Board of Trustees Meeting on October 26, 2022.

Review all sections of the policy listed and evaluate compliance with policy.

1. Indicate item by item if you believe **(Y/N)** the Board is in strict compliance with the policy as stated.

2. If you indicated that the Board is not in strict compliance with the policy as stated, please indicate what you notice that gives evidence that the Board is not in compliance.

3. How do you think the Board could improve the process to be in full compliance?

4. What does the Board need to learn or discuss in order to live by the policies more completely?