



BOARD OF TRUSTEES
Regular Meeting
April 26, 2023
7:00 p.m.

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. PRESENTATIONS
6. PUBLIC MEETING/HEARING
 - a. Presentation – Clean Water Revolving Funds Project Plan by Jennifer Hodges
 - b. Public Q&A
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. April 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 – April 5, 2023 – Joint Meeting and April 12, 2023 – Regular Meeting
 - C. Accounts Payable
 - D. Payroll
 - E. Meeting Pay
 - F. Fire Reports

11. NEW BUSINESS

- A. Discussion/Action: (Smith) Consideration to Approve a Resolution in support of the Clean Water Revolving Loan Fund Project Plan
- B. Discussion/Action: (Stuhldreher) Consideration to Amend Language to Clarify the Definition of Policy Governance 3.3.1
- C. Discussion/Action: (Teall) Policy Governance 2.5 Quarterly Financial Conditions and Activities
- D. Discussion/Action: (Stuhldreher) Policy Governance 2.6 Asset Protection
- E. Discussion/Action: (Stuhldreher) Policy Governance 3.4 Agenda Planning
- F. Discussion/Action: (Board of Trustees) Policy Governance 1.0-1.6 Review of Ends – Initial Discussion

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

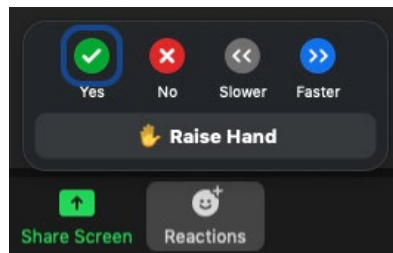
Hybrid Meeting Instructions for the Charter Township of Union Board of Trustees Meeting

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 | 2/15/2026 |
| 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 | Nivia | McDonald | 2/15/2026 |
| 9 | Jessica | Lapp | 2/15/2026 |
| 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 - | Richard | Barz | 12/31/2025 |
| 3 - | Liz | Presnell | 12/31/2025 |
| 4 - | Brandon | LaBelle | 12/31/2023 |
| 5 - | Eric | Loose | 12/31/2024 |
| Alt. #1 | David | Coyne | 12/31/2024 |
| Alt #2 (BOT Representative) | Jeff | Brown | 11/20/2024 |
| Board of Review (3 Members) 2 year term | | | |
| # | F Name | L Name | Expiration Date |
| 1 | Doug | LaBelle II | 12/31/2024 |
| 2 | Sarvjit | Chowdhary | 12/31/2024 |
| 3 | Bryan | Neyer | 12/31/2024 |
| Alt #1 | Randy | Golden | 12/31/2024 |
| 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 | 12/31/2024 |
| 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 | 4/14/2027 |
| 3 | James | Zalud | 4/14/2027 |
| 4 | Richard | Barz | 2/13/2025 |
| 5 | Robert | Bacon | 1/13/2027 |
| 6 | Marty | Figg | 6/22/2026 |
| 7 | Sarvjit | Chowdhary | 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 | 12/31/2025 |
| 2 | vacant seat | | |
| Cultural and Recreational Commission (1 seat from Township) 3 year term | | | |
| # | F Name | L Name | Expiration Date |
| 1 | Robert | Sommerville | 12/31/2025 |
| 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 | vacant seat | | 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 | 12/31/2025 |
| 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: April 2023

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

- FY 2022 Audited Financial Statement presentation – May 2023
- Appointment of Ms. Jill Peter's as UT's "Assessor of Record"

Community and Economic Development

- Consideration of bids for the planned sidewalk construction projects across the 5243 Jonathan Lane lot and at the Township Hall across and into McDonald Park
- 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.
- Repeal of the outdated and unenforceable Ordinance 2011-4 for marihuana dispensaries and growing operations
- 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.
- Resolution in support of Chippewa River Master Plan

Public Services

- Consider amendments to water/sewer ordinance to
 - Consider elimination of REU basis for variable cost billing component and move to actual usage
 - Consider updates due to age of existing Ordinance
- Pump Station #2 Engineering Agreement
- Lawnmower Purchase – Parks & Utilities
- Well #8 Rehabilitation Bid approval
- Well Exploration – test well bid approval
- CWSRF & DWSRF Project Plan Public Meetings (April 26, 2023 & May 10, 2023)

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
- Contract for Cost Allocation Study
- Cross-train for invoice entry and cash receipting
- Measure and price all exempt properties to better understand impact/volume/ of tax-exempt properties
- Current MTT docket is as follows:

| | |
|------------------------------|--------------------------------|
| 22-001745-TT | Deerfield Village, LLC |
| 22-001757-TT | Union Square Apartments LLC |
| 22-002203-TT | Lexington Ridge Apartments LLC |
| 22-002673-TT | Patrick & Nancy McGuirk |

Community and Economic Development

- Economic Development – The Department Director will prepare an updated summary document for the website outlining economic development programs and incentives available from the State of Michigan and our DDA Districts for various types of projects.
- Economic Development – The Department Director will expand information on the Township’s website related to development approval processes and pre-application meeting options to further assist the development community.
- Building Services - 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 - Possible future airport-related Zoning Ordinance changes to create a separate zoning district for the Mt. Pleasant Airport to expand options for airport-related business activities beyond the limited scope allowed under the current the AG (Agricultural) district.

- Economic Development – Follow up again with the county Road Commission about the East DDA District development plan priorities and conceptual economic development proposal for road improvements in the Township’s industrial area north of Corporate Drive.
- Economic Development - Possible request to consider selling approximately 3.55 acres of vacant Township-owned land at the west end of the Ric Rach Dr. private road in the I-1 (Light Industrial) zoning district for private development, after necessary water and sewer system easements have been recorded on the parcels by the Public Services Department.
- Economic Development - The Department Director continues to work with MDOT project team members and contractors during the planned 2023 project to reconstruct E. Pickard Rd. (M-20) from the US-127 interchange area west to Packard St. to coordinate storage and re-installation of streetlights, park benches, etc. removed by the contractor.
- In the early stages of document digitization project. Initial focus will be on building construction plans and EDA documents. This is a multi-year project to digitize documents in the basement of Township Hall
- Rental Housing – Community and Economic Development staff have begun a process to evaluate options for potentially holding a series of educational opportunities for local landlords on topics related to inspections, safety, applicable codes, and other landlord/tenant topics.
- 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.
- Expanded use of BS&A Building Module capabilities for hosting of digitized plans and permit documents, and for building services and zoning administration functions.
- Develop soil erosion control process to integrate with site plan review process more seamlessly.
- The City of Mt. Pleasant is planning to prepare an updated recreational needs assessment. On 4/7/2023 Phil Biscorner, Director of Parks and Public Spaces for the City, invited the Township to partner on this project, to which the Community and Economic Development Director expressed interest and asked for more information. If feasible, this collaboration would be very helpful to both communities.
- Consider partnering with the City of Mt. Pleasant and the Saginaw-Chippewa Indian Tribe to conduct a joint transportation planning project that would include evaluation of options for improvements to the north and south Mission St. interchanges with US-127, routing of heavy truck traffic, public transit improvements, and updated planning for a regional network of interconnected pedestrian/bicycle pathways.

Public Services

- WWTP - Sludge Storage Tank installation
- Meridian Road iron removal filter maintenance approval – (re-bidding – due to lack of bids)
- Pump station #1 relocate/replacement
- New township hall feasibility study continues
- Refurbish Pump Station #10 (2024) 30 + years old
- Upgrade motor controls, level controls & electrical at Pump Station # 2 (2023) 43 years old
- Lead and copper service line replacement as identified

Miscellaneous

- Finance department has spent much of their of their time preparing for the FY 2022 audit
- Payment in Lieu of Taxes – payments received and distributed as appropriate
- Tax year 2022 annual settlement with County completed

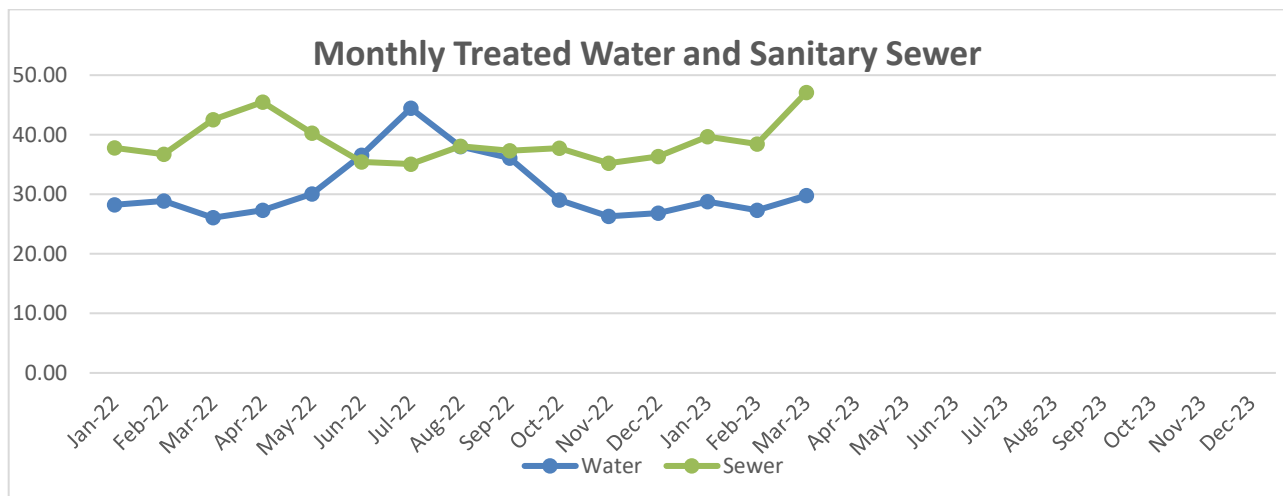
- Monthly reconciliation of 11 bank accounts completed timely
- Assessor position opening interviews conducted and an offer was made to Ms. Jill Peters. Start date is April 24. Onboarding activities have begun
- March Board of Review completed, and Board decisions mailed to the appellants
- Building Services Clerk along with Administrative Assistant facilitated a joint program with Union Township and The Care Store in the Strickler Center to collect donations during April, including preparation and publication of a press release, invitations for staff participation, and creation of a collection point display in the Township Hall
- The Community and Economic Development Director attended the quarterly meeting of the Mt. Pleasant Area Conventional and Visitors Bureau (CVB) Sports Committee to help coordinate support of tournaments and other sports-related regional events.
- The Community and Economic Development Director met with Art Reach of Mid-Michigan representatives to coordinate plans for solicitation of local artist submittals for possible inclusion on the Outdoor Fitness Court wall. Submittals are due 4/10/2023
- The Community and Economic Development Director participated in the Michigan Downtowns Association's Spring Workshop in Lansing for professional development and to serve as a speaker.
- The Community and Economic Development Director attended and spoke at the ribbon-cutting ceremony to welcome Bandit Industries, Inc. to their new facilities in the East DDA District on Enterprise Drive.
- The Community and Economic Development Director continues to participate and have conversations with CMU officials and representatives from various agencies regarding plans for private "micro-mobility E-Scooter" companies to begin operating in the area.
- The Rental Inspector attended the two-day MACEO education conference in Mt. Pleasant and reported back to departmental staff during a weekly meeting.
- The Building Official provided the following services during the month:
 - 22 Inspections
 - 21 Permits issued
- Building Official attended continuing education for state licensing
- The Building Official Continued to review the detailed construction plans for the Isabella County Jail Project with the assistance of the Township's consultant at McKenna Associates.
- The Zoning Administrator attended a Michigan Economic Development Association (MEDA) webinar on planning for and supporting development of electric vehicle charging infrastructure, and reported back to departmental staff during a weekly meeting
- The Zoning Administrator attended a webinar regarding increased broadband fiber for internet access in Michigan presented by the Michigan Association of Planning and reported back to departmental staff during a weekly meeting.
- The Zoning Administrator provided the following services:
 - (10) Zoning review approval letters for building permit applications.
 - (4) Miss Dig notifications for various projects. Owners contacted for permits on projects.
 - (1) Zoning verification letter regarding 5232 E. Broadway.
- The Community and Economic Development Director and the Township's GIS Specialist Joy Smith are working with County officials and their GIS mapping contractor to arrange to add the Township's zoning map data layer to the county's Fetch GIS website portal. Once completed, a link to the site will be added to the Township's website.
- The Department Director and Zoning Administrator held informal pre-application development meetings with potential developers, business owners, and property owners, including:
 - Contractor for possible site improvements for the Indian Hills Mall on Bluegrass Road.

- Representatives from the Isabella County Restoration House for possible re-location in Union Township.
- Owners of property of the now former Mt. Pleasant Rental Center regarding future potential uses of the property.
- Mark Garber about process for Minor site plan for small addition to office located at 2144 Independence Drive. Owner has since submitted a Minor Site Plan application for approval
- Parks Rentals
 - Jameson Hall Rental – Art Reach – March 10–April 3
- Park restrooms to be opened in early April
- Input commercial consumption amounts for Annual REU Analysis
- Public Services Department received/processed (274) miscellaneous service request/work orders/phone calls/general inquiry /billing inquiries/emails/cross connection program inquiries
- Continued with updating Lead and Copper Service Line Inventory data and Mailed (12) notices for Lead Service Line Verification
- Calculate/Print/Mail 1Q Billing in the amount of \$1,079,186.59
- Reviewed delinquent water and sewer accounts and mailed out (216) shout-off notices; completed (37) shut-offs for non-payment, monitored payments and scheduled turn-ons.
- Provided information to representative of Fox Meadows Subdivision for possible paving special assessment district
- Updated Emergency Operations Plan and returned to City of Mt. Pleasant DPW
- GIS: DDA Districts - Updated the East DDA boundaries to reflect expansion areas and created two DDA District maps for the DDA Board; Aerial Imagery - Downloaded a 2022 image from the USDA's Michigan NAIP (National Agriculture Imagery Program). The image covers the whole county and was collected between July 1 and August 31, 2022.
- GIS: MDOT US-127 Vicinity Structural Projects - Created a map with MDOT's US-127 areas of interest in 2023 highlighted. Compiled the water and sewer plan sheets for MDOT's three areas of interest: US-127 NB & SB over E River Rd; US-127 BR NB over US-127 SB; and Isabella Rd over US-127.
- Monthly cleaning of sanitary sewer mains, manholes, and wet wells throughout Township.
- (340) Miss Dig underground markings completed throughout Township
- Department review and/or approval of (0) site plan, (5) building permit, (1) demolition permit, (0) PUD
- Monthly fire extinguisher, AED, and eye wash inspections completed along with respiratory fit test and Safety Training Class held
- Summer Hill chlorine smell in water complaint. Responded by measuring chlorine level at the club house and at the homeowner residence. Levels are within the required chlorine residual range.
- New electrical lines, power poles, and service disconnect installed at Meridian Well Site.
- A well performance test was completed on all seven wells by Peerless Midwest as required by EGLE.
- Submitted EGLE Water and Sewer Construction Permits for Isabella County Jail Project via MiEDHWIS & MiEnviro.
- Performed EPA NPDES additional monitoring requirements for March 2023
- Attended Broomfield Road (Mission to Isabella) preconstruction meeting
- M-20 MDOT project
 - Met with Ranck Electric and walked out all twelve locations for new traffic light pole bases on Pickard Road. New poles are 42" in diameter and 14' deep.
 - A joint meeting with MDOT and M-20 Road contractor, made all aware of critical infrastructure areas that need to be worked around with caution.

- Inspected installation of traffic light pole bases that are located next to our water mains, sewer mains, and lift station force mains, for the M20 Project a total of eight poles installed.
- Repaired one inch water service line on Pickard Rd hit during M20 project.
- Considerable amount of time was spent with contractors, bore crews, electrical crews, gas, and phone companies as they worked around our water and sewer mains for the M-20 / Pickard Rd. project
- Inspected all of the sewer manholes in the WDDA district and will be compiling a list of manholes in need of repair and lining.
- Replaced eight fire hydrant heads with no lead heads
- Will soon begin Township Wide Spring Hydrant Flushing
- Attended ICRC regular board meetings
- Monthly Water reports submitted – no violations
- Monthly Sanitary Sewer reports submitted – no violations
- March 2023 – Treated Potable Water

| | |
|--------------|-----------|
| Total Month: | 39.765 mg |
| Average Day: | .960 mgd |
| Max Day: | 1.103 mgd |
- March 2023 – Treated Sanitary Sewer

| | |
|--------------|----------|
| Total Month: | 47.11 mg |
| Average Day: | 1.52 mgd |
| Max Day: | 2.47 mgd |



Ordinance Enforcement Activities

- 1929 S. Isabella Road. Complaint about sitework being done without required site plan approval. The owner was contacted and informed the Township no further work will be done. Owner to submit a site plan for their development project for Planning Commission review and approval.
- 5814 S. Mission Road. Complaint about garbage in front yard. The owner was notified and then contacted Township staff to commit to removing all materials within 30 days.
- 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 the lot, including unlawful parking on the lawn areas and in the 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).

Owner of the property contacted Township staff following final notice; the owner to submit a parking plan for compliance. Owner has a deadline of mid-April to submit plans.

- 5401 S. Lincoln Rd. – Pole barn accessory building constructed without permits. The owner responded to the initial notice to acknowledge responsibility. An after-the-fact building permit application was denied due to the significant encroachments beyond maximum allowable height and floor area limitations. The owner submitted a partial and incomplete application for after-the-fact variances. Revisions have been requested prior to setting a hearing date.
- 5281 Jonathon Ln. - Complaint of garbage bags piled up in rear yard with no use of trash collection on this lot that has been subject to several prior ordinance enforcement actions. Some progress made but not complete. Owner to be sent a new notice. Still monitored by Township staff.
- 4941 E Valley Rd. – Dilapidated and potentially unsafe dwelling. This property has been the subject of previous code enforcement activity. Owner responded to additional notice sent via email to confirm that he wants the roof completed but does not have the funds. The Building Official spoke with a contractor who is looking into options to help the owner resolve the violations.
- Northeast corner of S. Lincoln Rd. and E. Broomfield Rd. – unlawful contractor’s storage yard and unlawful grading/fill activities without a grading permit. The owner claimed a “grandfathered” status as a legal nonconforming use. This matter is under review by the Township Attorney.

2023 CHARTER TOWNSHIP OF UNION
Annual Joint Meeting
Regular Meeting Minutes

A regular Annual Joint meeting of the Charter Township of Union Board of Trustees was held on April 5, 2023, at 7:00 p.m. at Jameson Hall.

Meeting was called to order at 7:03 p.m.

Bills moved **Brown** supported to appoint Trustee Bills as Recording Secretary for the Annual Joint meeting in the absence of the clerk. **Vote: Ayes: 11 Nays: 0. Motion carried.**

Roll Call

Present: **Board of Trustees:** Supervisor Mielke, Trustee Bills, Trustee Brown, Trustee Smith, Trustee Thering; **EDA:** Kequom, Figg; **Planning Commission:** Squattrito, Albrecht, Gross; **ZBA:** Loose

Excused: **Board of Trustees:** Clerk Cody (late arrival), Treasurer Rice; **EDA:** Barz; **Planning Commission:** LaBelle, Shingles (late arrival)

Absent: **EDA:** Bacon, Coyne, Sweet, Zalud; **Planning Commission:** Buckley, Lapp, McDonald; **ZBA:** LaBelle, Presnell

Approval of Agenda

Brown moved **Bills** supported to approve the agenda as presented. **Vote: Ayes: 11 Nays: 0. Motion carried.**

Presentation

A. Discussion to promote alignment within the community in accordance with Governance Policy 3.5

1. Board of Trustees Introduction

Supervisor Mielke introduced Policy Governance 3.5 to promote alignment between various Boards and Commissions. The Annual Meeting is strategically scheduled in April to hear from the various boards their priorities before budget season. Mielke gave a synopsis of the projects that came before the Board of Trustees in 2022.

***7:12 p.m. Clerk Cody arrived.**

2. Planning Commission Annual Report

Chair Squattrito gave an update on the Planning Commission's Annual Report.

***7:34 p.m. Commissioner Shingles arrived.**

3. Zoning Board of Appeals Annual Report

Eric Loose, Secretary, introduced himself as newly elected to the Board. Gave an update on the March 1st Training Session. No annual report was given.

4. Economic Development Authority Annual Report

Chair Kequom gave an update on the Economic Development Authority (EDA) Annual Report.

Commissioner Shingles answered questions regarding the Mid-Michigan Aquatic Recreation Authority and gave an update on the progress they have achieved in 2022.

PUBLIC COMMENT: RESTRICTED TO 5 MINUTES REGARDING ANY ISSUE

Open: 8:13 p.m.

No comments were given

Closed: 8:13 p.m.

FINAL BOARD MEMBER COMMENTS

Director Smith – gave updates on Public Works projects

Director Nanney – Lifted up the various Boards and their commitment to serve.

Brown – Commented on the vision that the Boards have brought together for the community and lifted up the staff for their work.

ADJOURNMENT

Smith moved **Brown** supported to adjourn the meeting at 8:26 p.m. **Vote: Ayes: 13 Nays: 0.**
Motion carried.

APPROVED BY:

Lisa Cody, Clerk

Bryan Mielke, Supervisor

(Recorded by Tera Green)

DRAFT

2023 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 April 12, 2023, at 7:00 p.m. at the Union Township Hall.

Meeting was called to order at 7:03 p.m.

Bills moved **Brown** supported to appoint Trustee Smith as temporary clerk until Clerk Cody arrives.
Vote: Ayes: 5 Nays: 0. Motion carried.

Roll Call

Present:

Supervisor Mielke, Treasurer Rice, Trustee Bills, Trustee Brown, and Trustee Smith

Excused:

Clerk Cody (late arrival) and Trustee Thering

Approval of Agenda

Bills moved **Rice** supported to approve the agenda as presented. **Vote: Ayes: 5 Nays: 0. Motion carried.**

Presentation

- a. Frank Engler, Isabella County Commissioner, gave an update on the County Planning Session, the jail project, and gave notice the County Commissioners meeting is moving back to the County building.

***7:13 p.m. Clerk Cody arrived.**

Public Hearings

Public Comment

Open: 7:13 p.m.

No comments were given.

Closed: 7:13 p.m.

Reports/Board Comments

A. Current List of Boards and Commissions – Appointments as needed.

1. Reappointment to the Economic Development Authorities for a 4-year term

Cody moved **Bills** supported to reappoint Tom Kequom for a 4-year term to the Economic Development Authority Board with the term expiring 4/14/2027. **Vote: Ayes: 6 Nays: 0. Motion carried.**

2. Reappointment to the Economic Development Authorities for a 4-year term

Brown moved **Cody** supported to reappoint Jim Zalud for a 4-year term to the Economic Development Authority Board with the term expiring 4/14/2027. **Vote: Ayes: 6 Nays: 0. Motion carried.**

3. Appointment to the Economic Development Authorities to fill a vacant seat

Cody moved **Smith** supported to appoint Sarvjit Chowdhary to fill the vacant seat on the Economic Development Authority Board with the term expiring 6/22/2023. **Vote: Ayes: 6 Nays: 0. Motion carried.**

4. Appointment to the Election Committee Board

Cody moved **Bills** supported to appoint Brian Smith to the Election Commission Committee with the term expiring 11/20/2024. **Vote: Ayes: 6 Nays: 0. Motion carried.**

B. Board Member Reports

Mielke – gave updates on the EDA Board meeting held on March 21st.

Consent Agenda

- A. Communications
- B. Minutes – March 22, 2023 – Regular Meeting
- C. Accounts Payable
- D. Payroll
- E. Meeting Pay
- F. Fire Reports

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

New Business

A. Discussion/Action: (Smith) FY 2023 Well #8 Maintenance

Brown moved **Bills** supported to approve the bid from Peerless Midwest for the completion of the maintenance and cleaning of Well #8 located at the Mission Road Well Site in the amount of \$19,485.20. **Vote: Ayes: 6. Nays: 0. Motion carried.**

B. Discussion/Action: (Smith) Isabella County Road Commission (ICRC) Gravel Road Refurbishing Participation Contracts

Bills moved **Smith** supported to approve five (5) Participation Contracts with the Isabella County Road Commission (ICRC) for the rehabilitation of four and one-half (4 ½) miles of gravel roads within the Township in the amount of \$81,027.54, and authorize the Township Manager to sign said contracts. **Vote: Ayes: 6. Nays: 0. Motion carried.**

C. Discussion/Action: (Board of Trustees) Consider Additional Resource for Clerk's Office due to Changes in the Election Law

Rice moved **Smith** supported to table item C. – Consider Additional Resource for Clerk's Office due to Changes in the Election Law until there's a full board. **Vote: Ayes: 6. Nays: 0. Motion carried.**

EXTENDED PUBLIC COMMENT: RESTRICTED TO 5 MINUTES REGARDING ANY ISSUE

Open: 7:36 p.m.

No comments were offered.

Closed: 7:36 p.m.

MANAGER COMMENTS

- Bandit Industries held its ribbon cutting ceremony on April 5th.
- Commented on the warm weather bringing an increase of activities to the park.
- Union township hired 2 seasonal part time workers for the Parks and is currently seeking more applicants
- Mentioned the Care Store donation boxes at Union Township kicked off April 10 and will run through May 5th.

FINAL BOARD MEMBER COMMENTS

Bills – Commented on reaching out to Walmart, Sam’s and Meijer for an in-kind donation for the Care Store.

Brown – Commented on the bike lanes on Lincoln Road and echoed the comments regarding the Care Store donations.

Mielke – Complimented Tera on the accuracy of the minutes and asked for feedback on the annual joint meeting.

Cody – Commented on the joint meeting and complemented Kim Smith on her detailed report to the Board.

ADJOURNMENT

Rice moved Bills supported to adjourn the meeting at 7:46 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 | | | | | | |
| 04/19/2023 | 101 | 602 (E) | 00146 | CONSUMERS ENERGY | 2010 S. LINCOLN RD L4 LIGHT STREET LIGHTS | 64.15 |
| | | | | | 48858 LED LIGHT RD | 1,734.93 |
| | | | | | 5228 S ISABELLA RD | 305.77 |
| | | | | | 2270 NORTHWAY DR | 7,127.42 |
| | | | | | 2055 ENTERPRISE DR (TEMP) | 33.37 |
| | | | | | 5525 E REMUS RD | 294.38 |
| | | | | | 5537 E BROADWAY RD | 85.93 |
| | | | | | 1933 S ISABELLA RD | 219.97 |
| | | | | | 5144 BUDD ST | 836.06 |
| | | | | | 5142 BUDD ST | 30.48 |
| | | | | | 1660 BELMONT DR | 227.53 |
| | | | | | 900 MULBETTY LN | 250.11 |
| | | | | | 5240 E BROOMFIELD RD | 107.39 |
| | | | | | 4244 E BLUE GRASS RD | 1,201.11 |
| | | | | | 5076 S MISSION RD | 91.60 |
| | | | | | 4822 ENCORE BLVD | 1,352.86 |
| | | | | | 4795 S MISSION ST | 128.13 |
| | | | | | 4797 S MISSION ST (BARN) | 2,887.18 |
| | | | | | 5369 S CRAWFORD RD | 596.39 |
| | | | | | 3248 S CONCOURSE DRIVE | 84.14 |
| | | | | | 3998 E DEERFIELD RD | 305.45 |
| | | | | | 1876 S LINCOLN RD | 122.30 |
| | | | | | 1876 E PICKARD RD | 17.90 |
| | | | | | 2180 S LINCOLN RD | 184.55 |
| | | | | | 2010 S LINCOLN RD | 29.08 |
| | | | | | 2188 E PICKARD RD | 981.82 |
| | | | | | 1776 E PICKARD RD | 114.70 |
| | | | | | 2424 W MAY ST | 44.43 |
| | | | | | 2495 E DEERFIELD RD | 770.12 |
| | | | | | | 353.64 |
| | | | | | | <u>20,582.89</u> |
| 04/19/2023 | 101 | 603 (E) | 00146 | VOID | | |
| | | | | Void Reason: Created From Check Run Process | | |
| 04/26/2023 | 101 | 24506 | 01358 | 21ST CENTURY MEDIA-MICHIGAN | PLANNING-STORMWATER ORDINANCE | 283.90 |
| | | | | | PLANNING-WEED ABATEMENT ORDINANCE | 127.93 |
| | | | | | BOARD MEETING SUMMARY-2/8/2023 | 127.93 |
| | | | | | BOARD MEETING SUMMARY-1/11/2023 | 192.15 |
| | | | | | ADVERTISING-BIDS FOR ZERO TURN MOWER | 155.45 |
| | | | | | PLANNING-STORMWATER ORDINANCE | 265.55 |
| | | | | | | <u>1,152.91</u> |
| 04/26/2023 | 101 | 24507 | 01703 | AMAZON CAPITAL SERVICES | COMPUTER KEYBOARD/MGT CARD/MOUSE/HDMI CA | 287.77 |
| | | | | | SYNTHETIC GREASE | 35.64 |
| | | | | | BALL FIELD MARKING SPRAY | 149.90 |
| | | | | | | <u>473.31</u> |
| 04/26/2023 | 101 | 24508 | 00084 | B S & A SOFTWARE | ACCOUNTING WEBINAR-ACCOUNTING SPECIALIST | 150.00 |
| | | | | | BS&A ANNUAL SUPPORT-MAY 2023 | 7,638.00 |
| | | | | | | <u>7,788.00</u> |

| Check Date | Bank | Check | Vendor | Vendor Name | Description | Amount |
|------------|------|-------|--------|------------------------------------|---|---|
| 04/26/2023 | 101 | 24509 | 00095 | C & C ENTERPRISES, INC. | CLEANING SUPPLIES/TOWELS DISINFECTANT WIPES | 290.50 69.25 <u>359.75</u> |
| 04/26/2023 | 101 | 24510 | 00129 | CMS INTERNET, LLC | NEW NETWORK SWITCHES@ISABELLA WELL SITE 24IN LCD MONITOR-ISABELLA WELL SITE MANAGED IT, EMAIL&PHONE SERV-MAY 2023 | 3,748.00 179.00 5,646.41 <u>9,573.41</u> |
| 04/26/2023 | 101 | 24511 | 01024 | CODE OFFICIALS CONFERENCE-MI | CODE OFFICIALS SPRING 2023 CONFERENCE | 200.00 |
| 04/26/2023 | 101 | 24512 | 01242 | CULLIGAN WATER | COOLER RENT@ISABELLA-ACCT#777859 APR 202 | 28.64 |
| 04/26/2023 | 101 | 24513 | 01171 | DBI BUSINESS INTERIORS | TONER PAPER | 104.99 69.94 <u>174.93</u> |
| 04/26/2023 | 101 | 24514 | 00193 | DUBOIS-COOPER ASSOC. | PUMP & ASSEMBLY ACCESSORIES | 3,802.00 |
| 04/26/2023 | 101 | 24515 | 01847 | F & K'S TREE SERVICE LLC | TREE REMOVAL/CHIPPING JAMESON PARK | 350.00 |
| 04/26/2023 | 101 | 24516 | 01848 | JENEA FINNEY | JAMESON HALL RENTAL DEPOSIT REFUND | 250.00 |
| 04/26/2023 | 101 | 24517 | 00231 | FOUR SEASON'S EXTERMINATING | TWP HALL INSP/TREATMENT - APR 2023 | 40.00 |
| 04/26/2023 | 101 | 24518 | 00324 | ISABELLA CORPORATION | FILL SAND/STONE/TOPSOIL FOR PROJECTS | 1,900.00 |
| 04/26/2023 | 101 | 24519 | 00337 | ISABELLA COUNTY TREASURER | OPIOD SETTLEMENT PAYMENT TRANSFER | 97.21 |
| 04/26/2023 | 101 | 24520 | 01356 | MCLAREN CENTRAL MICHIGAN | NEW HIRE DRUG SCREENING - ASSESSOR | 34.00 |
| 04/26/2023 | 101 | 24521 | 00399 | MCMASTER-CARR SUPPLY CO | SOFT PVC PLASTIC TUBING | 102.35 |
| 04/26/2023 | 101 | 24522 | 01806 | MEDLER ELECTRIC | VARIABLE FREQUENCY DRIVE MODULE VFD ALTIVAR DRIVE | 374.90 6,145.91 <u>6,520.81</u> |
| 04/26/2023 | 101 | 24523 | 00142 | MICHIGAN OFFICE SOLUTIONS | PRINTER/COPIER SERV AGRMNT - APR 2023 | 1,052.01 |
| 04/26/2023 | 101 | 24524 | 00422 | MICHIGAN PIPE & VALVE-MT. PLEASANT | REPLACED DAMAGED MANHOLE FRAME AND COVER | 584.00 |
| 04/26/2023 | 101 | 24525 | 01199 | MID MICHIGAN ANSWERING SERVICE | ANSWERING SERVICE-Q2 2023 | 420.00 |
| 04/26/2023 | 101 | 24526 | 00494 | NORTH CENTRAL LABORATORIES | COLIBLUE BROTH AMPULES COLIBLUE BROTH AMPULES QA/QC STANDARDS TESTING | 205.40 988.81 250.94 <u>1,445.15</u> |
| 04/26/2023 | 101 | 24527 | 01631 | NOLAN OCKERT | CLOTHING ALLOWANCE REIMBURSEMENT | 100.00 |
| 04/26/2023 | 101 | 24528 | 00131 | PERCEPTIVE CONTROLS, INC | REMOTE TECHNICAL SUPPORT & PROGRAMMING ON SITE SUPPORT - LIFT STATION CONTROL/T | 1,540.00 1,662.50 <u>3,202.50</u> |
| 04/26/2023 | 101 | 24529 | 01595 | ROMANOW BUILDING SERVICES | JANITORIAL SERVICES@TWP HALL-MAR 2023 JANITORIAL SERVICES@WWTP-MAR 2023 JANITORIAL SERVICES@WTR PLANT-MAR 2023 | 527.14 316.29 316.29 <u>1,159.72</u> |
| 04/26/2023 | 101 | 24530 | 01293 | SHAY WATER CO/CUSTOM COFFEE SERV | COFFEE BREWER RENT - Q1 2023 | 45.00 |
| 04/26/2023 | 101 | 24531 | 01542 | STERICYCLE, INC. | PAPER SHREDDING-MAR 2023 | 77.51 |
| 04/26/2023 | 101 | 24532 | 01849 | CHAD & HEATHER TUBBS | JAMESON HALL RENTAL DEPOSIT REFUND | 250.00 |
| 04/26/2023 | 101 | 24533 | 01013 | USA BLUE BOOK | CALGAS FOR GAS DETECTORS | 296.12 |
| 04/26/2023 | 101 | 24534 | 00732 | YEO & YEO, PC | AUDIT SERVICES THRU 3/31/2023 | 12,000.00 |

101 TOTALS:

| Check Date | Bank | Check | Vendor | Vendor Name | Description | Amount |
|----------------------------|------|-------|--------|-------------|-------------|------------------|
| Total of 31 Checks: | | | | | | 74,062.22 |
| Less 1 Void Checks: | | | | | | 0.00 |
| Total of 30 Disbursements: | | | | | | <u>74,062.22</u> |

| |
|--|
| Charter Township of Union Payroll |
|--|

CHECK DATE: April 13, 2023

PPE: April 8, 2023

NOTE: PAYROLL TRANSFER NEEDED

| | | |
|--|-----------|------------------|
| General Fund | \$ | 35,856.62 |
| Fire Fund | | |
| EDDA | | |
| WDDA | | |
| Sewer Fund | | 34,698.90 |
| Water Fund | | 27,590.14 |
| Total To Transfer from Pooled Savings | \$ | 98,145.66 |

NOTE: CHECK TOTAL FOR TRANSFER

| | | |
|---|-----------|------------------|
| BS&A Gross Payroll | \$ | 65,554.21 |
| Employer Share Medicare | | 904.20 |
| Employer Share SS | | 3,866.25 |
| SUI | | 5.55 |
| Pension-Employer Portion | | 5,491.55 |
| Workers' Comp | | 434.30 |
| Life/LTD | | 626.02 |
| Dental | | 1,265.96 |
| Health Care | | 22,208.80 |
| Vision | | 402.20 |
| Vision Contribution | | (201.10) |
| Health Care Contribution | | (2,412.28) |
| Flex Administrators | | - |
| Cobra/Flex Administration | | - |
| PCORI Fee | | - |
| Total Transfer to Payroll Checking | \$ | 98,145.66 |



Union Township Report

Date: Wednesday, April 12, 2023



Alarm Date between 2023-04-02 and 2023-04-08

| District | NFIRS Number | Alarm Date | Incident Type Code | Incident Type | Apparatus Name | Personnel Count | Alarms |
|-----------------------|----------------|-------------------------|--------------------|--|----------------|----------------------------|--------|
| Union Township | 0000218 | | | | | | |
| | | 4/2/2023 10:29:20 PM | 321 | EMS call, excluding vehicle accident with injury | ENG 32 | 2 | 2 |
| | | 4/2/2023 10:29:20 PM | 321 | EMS call, excluding vehicle accident with injury | SQ 31 | 1 | 2 |
| | | | | | | Total Responding 3 | |
| Union Township | 0000221 | | | | | | |
| | | 4/3/2023 8:58:52 PM | 111 | Building fire | SQ 31 | 2 | 4 |
| | | 4/3/2023 8:58:52 PM | 111 | Building fire | ENG 31 | 2 | 4 |
| | | 4/3/2023 8:58:52 PM | 111 | Building fire | CHIEF | 1 | 4 |
| | | 4/3/2023 8:58:52 PM | 111 | Building fire | POV | 8 | 4 |
| | | | | | | Total Responding 13 | |

| | | | | | | | |
|-----------------------|------------------------|------------------------|-----|---|--------|----------------------------|---|
| Union Township | 0000223 | | | | | | |
| | | 4/6/2023 9:56:59 PM | 744 | Detector activation, no fire - unintentional | ENG 31 | 3 | 1 |
| | | | | | | Total Responding 3 | |
| | Total Runs 3 | | | | | Total Responding 19 | |

Note: Alarms

1=Duty Crew

2=Paged Off Duty Full-time

3=Paged Paid-on-Call Firefighters

4=Paged All



Union Township Report

Date: Tuesday, April 18, 2023



Alarm Date between 2023-04-09 and 2023-04-15

| District | NFIRS Number | Alarm Date | Incident Type Code | Incident Type | Apparatus Name | Personnel Count | Alarms |
|-----------------------|----------------|-------------------------|--------------------|--|----------------|---------------------------|--------|
| Union Township | 0000226 | | | | | | |
| | | 4/10/2023 2:13:43 PM | 500 | Service Call, other | ENG 31 | 2 | 1 |
| | | | | | | Total Responding 2 | |
| Union Township | 0000227 | | | | | | |
| | | 4/10/2023 5:42:46 PM | 311 | Medical assist, assist EMS crew | ENG 31 | 2 | 1 |
| | | | | | | Total Responding 2 | |
| Union Township | 0000229 | | | | | | |
| | | 4/11/2023 1:52:10 PM | 321 | EMS call, excluding vehicle accident with injury | ENG 31 | 2 | 1 |
| | | | | | | Total | |

| | | | | | | Responding 2 | |
|-----------------------|-------------------|--------------------------|-----|------------------------------------|----------|----------------------------|---|
| Union Township | 0000232 | | | | | | |
| | | 4/12/2023 1:41:13 PM | 140 | Natural vegetation fire, other | ENG 31 | 3 | 3 |
| | | 4/12/2023 1:41:13 PM | 140 | Natural vegetation fire, other | Brush 31 | 1 | 3 |
| | | 4/12/2023 1:41:13 PM | 140 | Natural vegetation fire, other | POV | 7 | 3 |
| | | | | | | Total Responding 11 | |
| Union Township | 0000234 | | | | | | |
| | | 4/13/2023 10:08:32 AM | 311 | Medical assist, assist EMS crew | ENG 31 | 2 | 3 |
| | | 4/13/2023 10:08:32 AM | 311 | Medical assist, assist EMS crew | C 31 | 1 | 3 |
| | | 4/13/2023 10:08:32 AM | 311 | Medical assist, assist EMS crew | CHIEF | 1 | 3 |
| | | 4/13/2023 10:08:32 AM | 311 | Medical assist, assist EMS crew | POV | 5 | 3 |
| | | | | | | Total Responding 9 | |
| | Total Runs | | | | | Total | |

5

Responding 26

Note: Alarms

1=Duty Crew

2=Paged Off Duty Full-time

3=Paged Paid-on-Call Firefighters

4=Paged All

In September of 2022 a high-level overview of the funding opportunities and application process was presented to the Township Board of Trustees by Gourdie Frasier. Since this presentation the Township has completed the first, and second steps of this process by submitting an Intent to Apply to EGLE, and holding a pre-application meeting with Gourdie Frasier and the EGLE Project Manager assigned to our projects.

In February of 2023 the Township Board of Trustees approved a contract with Gourdie Frasier for the completion of a Project Plan for the CWSRF Program. The Project Plan is required to include the following major items:

- Project Background
- Analysis of Alternatives
- Description of Selected Alternative
- Description of Environmental Impacts
- Project Useful Life and Cost Analysis including Revenue System Development
- Description of Mitigation of Impacts
- Environmental Agency Review
- Public Participation Meeting/Public Hearing Process

The Draft CWSRF Project Plan has been completed and made available to public on April 11, 2023 for review and comment. A copy of the Draft Plan is available for review on the township's website via the following link <http://www.uniontownshipmi.com/Departments/PublicServicesDepartment.aspx>. A Public Participation Presentation Meeting was held on April 26, 2023 seeking input from the Public on the Project Plan.

The next steps in the process are to formally adopt by Resolution the Final Project Plan for Waste Water System Improvements through the Clean Water State Revolving Fund (CWSRF) and designating Kim Smith, Public Services Director as the Authorized Project Representative.

SCOPE OF SERVICES

Adoption of the Resolution Adopting a Final Project Plan for Waste Water System Improvements and designating an Authorized Project Representative.

JUSTIFICATION

The completion of a Project Plan and adoption of the Resolution Adopting a Final Project Plan is a requirement by the Department of Environment, Great Lakes and Energy (EGLE) Clean Water State Revolving Fund (CWSRF). This plan allows the Township the ability to apply for low interest loan and grant funding opportunities through the Infrastructure Investment and Jobs Act (IIJA) and American Rescue Plan Act (ARPA). If awarded this funding will be used to complete sanitary sewer system capital improvements.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed with these appointments (From Policy 1.0: Global End)

- Community well-being and common good
- Safety

COSTS

NA

PROJECT TIME TABLE

The Final Project Plan and adopted Resolution must be submitted to EGLE by May 1, 2023.

RESOLUTION

Approval of the Resolution Adopting a Final Project Plan for Waste Water System Improvements through the Clean Water State Revolving Fund (CWSRF) and designating Kim Smith, Public Services Director as the Authorized Project Representative.

Moved by _____ Seconded by _____

Yes:
No:
Absent:

**A RESOLUTION ADOPTING A FINAL PROJECT PLAN
FOR WASTEWATER SYSTEM IMPROVEMENTS or
NPS POLLUTION CONTROL/STORMWATER IMPROVEMENTS AND
DESIGNATING AN AUTHORIZED PROJECT REPRESENTATIVE**

WHEREAS, the Charter Township of Union recognizes the need to make improvements to its existing wastewater treatment and collection system or its existing NPS pollution control/stormwater treatment system; and

WHEREAS, the Charter Township of Union authorized Gourdie Fraser, Inc. to prepare a Project Plan, which recommends the construction of Improvements to the existing sanitary sewer collection, distribution, and treatment systems.; and

WHEREAS, said Project Plan was presented at a Public Meeting held on April 26th, 2023, and all public comments have been considered and addressed;

NOW THEREFORE BE IT RESOLVED, that the Charter Township of Union formally adopts said Project Plan and agrees to implement the selected alternatives (Alternatives No. 2).

BE IT FURTHER RESOLVED, that the Public Services Director, a position currently held by Kim Smith, is designated as the authorized representative for all activities associated with the project referenced above, including the submittal of said Project Plan as the first step in applying to the State of Michigan for a revolving fund loan to assist in the implementation of the selected alternative.

Yeas:

Nays:

Abstain:

Absent:

I certify that the above Resolution was adopted by The Charter Township of Union on April 26, 2023.

BY: Lisa Cody, Township Clerk
Name and Title (please print or type)

Signature

Date



REQUEST FOR TOWNSHIP BOARD ACTION

| | |
|---|---|
| To: Board of Trustees | DATE: April 20, 2023 |
| FROM: Mark Stuhldreher, Township Manager | DATE FOR BOARD CONSIDERATION: 04/26/2023 |
| ACTION REQUESTED: Consider approval of an amendment to Policy Governance 3.3 | |

Current Action Emergency

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

Finance Approval _____ *MDS* _____

BACKGROUND INFORMATION

At the March 22, 2023, Board of Trustee meeting, the Board reviewed compliance with Policy Governance 3.3.1 During that discussion it was suggested that policy be amended to clarify that members loyalty to ownership is unconflicted by loyalties to other Township Boards.

The existing policy wording states as follows:

3.3.1 Members must have loyalty to the ownership, unconflicted by loyalties to staff, other organizations, and any personal interest as a consumer.

To effectuate the changes suggested at the Board meeting, Policy 3.3.1 is recommended to be changed as follows (changes reflected in blue and underlined):

3.3.1 Members must have loyalty to the ownership, unconflicted by loyalties to staff, other Union Township Boards, other organizations, and any personal interest as a consumer.

SCOPE OF SERVICES

Not applicable

JUSTIFICATION

Changing the wording of the policy will provide additional clarity to ensure that individual Board of Trustees' loyalty to ownership is not diminished by loyalties to other boards or individuals appointed to other Township Boards.

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

If approved, the changes will be made to the Governance Policy document as soon as practical after which the document will be distributed throughout the organization.

RESOLUTION

Be it resolved that Policy Governance 3.3.1 shall be amended to read: "Members must have loyalty to the ownership, unconflicted by loyalties to staff, other Union Township Boards, other organizations, and any personal interest as a consumer".

Charter Township Of Union



To: Township Board of Trustees
From: Sherrie Teall, Finance Director
Subject: Policy Governance Review
Date: April 19, 2023

Policy Review: 2.5 Financial Condition and Activities
Type of Review: Internal
Review Interval: Quarterly
Review Month: March, 2023

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 1st Quarter 2023
- No long-term General Fund reserves have been used for several years
- All payroll was paid timely in January, February, & March 2023
- 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.

User: SHERRIE

PERIOD ENDING 03/31/2023

DB: Union

% Fiscal Year Completed: 24.66

| ACCOUNT DESCRIPTION | END BALANCE | 2023 | | YTD BALANCE | % BDGT USED | |
|----------------------------------|--------------------------------------|---------------------|---------------------|---------------------|-------------------|--------------|
| | 12/31/2022 | ORIGINAL BUDGET | AMENDED BUDGET | 03/31/2023 | | |
| | RMAL (ABNORMAL) | | | RMAL (ABNORMAL) | | |
| Fund 101 - GENERAL FUND | | | | | | |
| Revenues | | | | | | |
| Dept 000 - NONE | | | | | | |
| 402.000 | CURRENT PROPERTY TAX | 311,819.62 | 335,500.00 | 335,500.00 | 311,088.99 | 92.72 |
| 402.001 | PROPERTY TAX REFUNDS-MTT | (2,608.54) | (5,000.00) | (5,000.00) | 0.00 | 0.00 |
| 402.002 | PILOT TAX | 1,812.29 | 3,000.00 | 3,000.00 | 0.00 | 0.00 |
| 402.100 | PRIOR YEARS PROPERTY TAXES | (697.80) | 0.00 | 0.00 | 0.00 | 0.00 |
| 420.000 | DELQ PERSONAL PROPERTY TAXES | 149.70 | 250.00 | 250.00 | 0.00 | 0.00 |
| 425.000 | MOBILE HOME PARK TAX | 3,424.50 | 3,000.00 | 3,000.00 | 0.00 | 0.00 |
| 445.000 | INTEREST ON TAXES | 47.58 | 600.00 | 600.00 | (15.50) | (2.58) |
| 446.000 | 3% OR 4% PENALTY ON TAX | 6,327.56 | 5,000.00 | 5,000.00 | 11,790.47 | 235.81 |
| 447.000 | ADMIN FEE-PROPERTY TAX | 159,978.04 | 156,000.00 | 156,000.00 | 114,128.08 | 73.16 |
| 447.001 | ADMIN FEES-REFUNDS MTT BOR | (1,753.00) | (1,000.00) | (1,000.00) | 0.00 | 0.00 |
| 447.050 | ADMIN FEE-STATE EDUC TAX(SET) | 7,745.00 | 7,700.00 | 7,700.00 | 0.00 | 0.00 |
| 447.100 | ADMIN FEE-PRIOR YEARS | (211.76) | 200.00 | 200.00 | 0.00 | 0.00 |
| 475.000 | CABLE FRANCHISE FEES | 113,257.91 | 109,000.00 | 109,000.00 | 27,000.00 | 24.77 |
| 476.000 | BUILDING PERMITS | 69,140.00 | 70,000.00 | 70,000.00 | 149,749.75 | 213.93 |
| 477.000 | RENTAL INSPECTION FEES | 95,153.00 | 95,000.00 | 95,000.00 | 62,722.00 | 66.02 |
| 478.000 | DOG LICENSE REVENUE | 130.00 | 0.00 | 0.00 | (55.00) | 100.00 |
| 479.000 | ZONING PERMITS | 20,150.00 | 18,000.00 | 18,000.00 | 3,630.00 | 20.17 |
| 573.000 | STATE AID REVENUE-LCSA | 4,561.27 | 4,500.00 | 4,500.00 | 4,640.65 | 103.13 |
| 574.000 | STATE REVENUE SHARING | 1,339,068.00 | 1,350,000.00 | 1,350,000.00 | 195,309.00 | 14.47 |
| 574.100 | LIQUOR STATE REVENUE SHARING | 13,877.05 | 13,800.00 | 13,800.00 | 27.50 | 0.20 |
| 574.200 | METRO ACT REVENUE SHARING-LCSA | 8,815.79 | 8,800.00 | 8,800.00 | 0.00 | 0.00 |
| 582.000 | CONTRIBUTION FROM TRIBE | 179,504.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 583.000 | CONTRIBUTION FROM EDA FOR PROJECTS | 460,594.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 613.000 | APPLICATION FEES | 500.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 628.000 | LAND DIVISIONS/CONDO CONV | 1,200.00 | 1,000.00 | 1,000.00 | 650.00 | 65.00 |
| 630.000 | WEED ABATEMENT SERVICES | 695.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 651.000 | USE FEES-BASEBALL FIELDS | 760.00 | 1,600.00 | 1,600.00 | 0.00 | 0.00 |
| 655.000 | FINES & FORFEITURES | 3,860.00 | 2,500.00 | 2,500.00 | 40.00 | 1.60 |
| 665.000 | INTEREST EARNED | 28,153.61 | 23,200.00 | 23,200.00 | 40,990.44 | 176.68 |
| 667.000 | RENT - JAMESON HALL | 1,975.00 | 3,000.00 | 3,000.00 | 3,625.00 | 120.83 |
| 667.100 | RENT - McDONALD PARK PAVILION | 1,260.00 | 1,500.00 | 1,500.00 | 492.00 | 32.80 |
| 667.200 | RENT - JAMESON PAVILION | 1,104.00 | 1,500.00 | 1,500.00 | 324.00 | 21.60 |
| 667.300 | LEASES | 900.00 | 900.00 | 900.00 | 900.00 | 100.00 |
| 671.000 | OTHER REVENUE | 1,769.61 | 5,000.00 | 5,000.00 | 51.50 | 1.03 |
| 672.400 | REVENUE-STREET LIGHTS SPEC ASSESS | 18,884.97 | 18,000.00 | 18,000.00 | 8,611.95 | 47.84 |
| 673.000 | GAIN/LOSS ON SALE(DISPOSAL)OF ASSETS | 0.00 | 13,000.00 | 13,000.00 | 0.00 | 0.00 |
| 685.000 | OPIOID SETTLEMENT REVENUE | 0.00 | 0.00 | 0.00 | 97.21 | 100.00 |
| 687.000 | REFUNDS & REBATES | 12,600.16 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 000 - NONE | | 2,863,946.56 | 2,247,050.00 | 2,247,050.00 | 935,798.04 | 41.65 |
| TOTAL REVENUES | | 2,863,946.56 | 2,247,050.00 | 2,247,050.00 | 935,798.04 | 41.65 |
| Expenditures | | | | | | |
| Dept 101 - TRUSTEES | | | | | | |
| 702.000 | SALARIES & WAGES | 29,999.84 | 30,200.00 | 30,200.00 | 6,119.47 | 20.26 |
| 707.000 | PER MEETING | 4,425.00 | 4,000.00 | 4,000.00 | 0.00 | 0.00 |
| 709.000 | EMPLR FICA CONTR | 2,081.65 | 2,108.00 | 2,108.00 | 432.12 | 20.50 |
| 711.000 | EMPLR MEDICARE CONTR | 486.82 | 493.00 | 493.00 | 101.06 | 20.50 |
| 724.000 | WORKER'S COMP | 22.61 | 37.00 | 37.00 | 3.11 | 8.41 |
| 801.000 | PROFESSIONAL & CONTRACTUAL SERVICES | 3,507.50 | 4,310.00 | 4,310.00 | 100.00 | 2.32 |
| 860.000 | TRANSPORTATION/MILEAGE REIMBURSMNT | 170.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 900.000 | PRINTING & PUBLISHING | 0.00 | 600.00 | 600.00 | 0.00 | 0.00 |
| 910.000 | PROFESSIONAL DEVELOPMENT | 825.00 | 5,100.00 | 5,100.00 | 114.00 | 2.24 |
| 910.100 | SEMINAR LODGING | 390.22 | 2,500.00 | 2,500.00 | 0.00 | 0.00 |
| 910.200 | SEMINAR MEALS | 63.69 | 500.00 | 500.00 | 0.00 | 0.00 |
| 915.000 | MEMBERSHIP & DUES | 17,491.12 | 17,900.00 | 17,900.00 | 14,756.31 | 82.44 |
| 955.000 | MISC. | 0.00 | 500.00 | 500.00 | 79.02 | 15.80 |
| Total Dept 101 - TRUSTEES | | 59,463.45 | 68,748.00 | 68,748.00 | 21,705.09 | 31.57 |
| Dept 171 - SUPERVISOR | | | | | | |
| 702.000 | SALARIES & WAGES | 6,250.06 | 6,250.00 | 6,250.00 | 1,442.32 | 23.08 |
| 707.000 | PER MEETING | 1,375.00 | 1,000.00 | 1,000.00 | 250.00 | 25.00 |
| 709.000 | EMPLR FICA CONTR | 472.85 | 450.00 | 450.00 | 104.94 | 23.32 |
| 711.000 | EMPLR MEDICARE CONTR | 110.68 | 105.00 | 105.00 | 24.56 | 23.39 |
| 724.000 | WORKER'S COMP | 10.00 | 8.00 | 8.00 | 1.89 | 23.63 |
| 767.000 | UNIFORMS | 0.00 | 100.00 | 100.00 | 0.00 | 0.00 |
| 860.000 | TRANSPORTATION/MILEAGE REIMBURSMNT | 0.00 | 350.00 | 350.00 | 0.00 | 0.00 |
| 910.000 | PROFESSIONAL DEVELOPMENT | 0.00 | 1,000.00 | 1,000.00 | 43.00 | 4.30 |
| 910.100 | SEMINAR LODGING | 0.00 | 750.00 | 750.00 | 0.00 | 0.00 |
| 910.200 | SEMINAR MEALS | 0.00 | 200.00 | 200.00 | 0.00 | 0.00 |
| 035 | | | | | | |

User: SHERRIE

PERIOD ENDING 03/31/2023

DB: Union

% Fiscal Year Completed: 24.66

| ACCOUNT DESCRIPTION | END BALANCE | 2023 | | YTD BALANCE | % BDGT USED |
|--|-------------------|-------------------|---------------------|------------------|--------------|
| | 12/31/2022 | ORIGINAL BUDGET | 2023 AMENDED BUDGET | 03/31/2023 | |
| | RMAL (ABNORMAL) | | | RMAL (ABNORMAL) | |
| Fund 101 - GENERAL FUND | | | | | |
| Expenditures | | | | | |
| Total Dept 171 - SUPERVISOR | 8,218.59 | 10,213.00 | 10,213.00 | 1,866.71 | 18.28 |
| Dept 172 - TWP MANAGER | | | | | |
| 702.000 SALARIES & WAGES | 35,800.06 | 36,150.00 | 36,150.00 | 9,010.82 | 24.93 |
| 702.600 CAR ALLOWANCE | 3,050.00 | 3,600.00 | 3,600.00 | 600.00 | 16.67 |
| 708.000 UNEMPLOYMENT | 43.91 | 47.00 | 47.00 | 16.85 | 35.85 |
| 709.000 EMPLR FICA CONTR | 2,384.38 | 2,387.00 | 2,387.00 | 591.94 | 24.80 |
| 711.000 EMPLR MEDICARE CONTR | 557.63 | 558.00 | 558.00 | 138.44 | 24.81 |
| 716.000 EMPLR RETIREMENT CONTR | 3,496.39 | 3,500.00 | 3,500.00 | 864.97 | 24.71 |
| 718.500 HEALTH INSURANCE | 8,374.99 | 8,612.00 | 8,612.00 | 2,160.33 | 25.09 |
| 718.700 HEALTH INS-EE CONTRIBUTIONS | (366.33) | (356.00) | (356.00) | (90.08) | 25.30 |
| 719.000 DENTAL INSURANCE | 183.22 | 185.00 | 185.00 | 46.65 | 25.22 |
| 719.800 VISION INSURANCE | 53.42 | 50.00 | 50.00 | 13.64 | 27.28 |
| 719.900 VISION INS-EE CONTRIBUTIONS | (26.78) | (25.00) | (25.00) | (6.83) | 27.32 |
| 724.000 WORKER'S COMP | 98.33 | 82.00 | 82.00 | 20.03 | 24.43 |
| 725.000 LIFE & DISABILITY BENEFIT | 133.36 | 150.00 | 150.00 | 33.93 | 22.62 |
| 752.000 OFFICE SUPPLIES | 0.00 | 300.00 | 300.00 | 0.00 | 0.00 |
| 791.000 SUBSCRIPTIONS & PUBLICATIONS | 984.78 | 800.00 | 800.00 | 179.88 | 22.49 |
| 801.000 PROFESSIONAL & CONTRACTUAL SERVICES | 0.00 | 16,000.00 | 16,000.00 | 0.00 | 0.00 |
| 852.000 CONTRIBUTION TO CABLE CONSORTIUM | 45,303.17 | 45,500.00 | 45,500.00 | 0.00 | 0.00 |
| 880.000 COMMUNITY PROMOTION | 7,838.33 | 7,500.00 | 7,500.00 | 8,000.00 | 106.67 |
| 910.000 PROFESSIONAL DEVELOPMENT | 60.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 910.100 SEMINAR LODGING | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 910.200 SEMINAR MEALS | 101.60 | 100.00 | 100.00 | 0.00 | 0.00 |
| 915.000 MEMBERSHIP & DUES | 150.00 | 600.00 | 600.00 | 75.00 | 12.50 |
| 955.000 MISC. | 459.38 | 300.00 | 300.00 | 175.21 | 58.40 |
| 980.000 NEW OFFICE EQUIPMENT & FURNITURE | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| Total Dept 172 - TWP MANAGER | 108,679.84 | 128,040.00 | 128,040.00 | 21,830.78 | 17.05 |
| Dept 191 - ACCOUNTING/GEN ADMIN | | | | | |
| 702.000 SALARIES & WAGES | 119,046.34 | 121,410.00 | 121,410.00 | 30,192.14 | 24.87 |
| 702.500 OVERTIME | 4,893.92 | 5,000.00 | 5,000.00 | 1,078.41 | 21.57 |
| 708.000 UNEMPLOYMENT | 411.70 | 333.00 | 333.00 | 110.86 | 33.29 |
| 709.000 EMPLR FICA CONTR | 7,188.62 | 7,799.00 | 7,799.00 | 1,837.90 | 23.57 |
| 711.000 EMPLR MEDICARE CONTR | 1,681.27 | 1,740.00 | 1,740.00 | 429.84 | 24.70 |
| 716.000 EMPLR RETIREMENT CONTR | 11,152.89 | 11,380.00 | 11,380.00 | 2,814.34 | 24.73 |
| 718.500 HEALTH INSURANCE | 54,148.59 | 60,182.00 | 60,182.00 | 14,283.18 | 23.73 |
| 718.700 HEALTH INS-EE CONTRIBUTIONS | (5,605.08) | (6,053.00) | (6,053.00) | (1,420.95) | 23.48 |
| 719.000 DENTAL INSURANCE | 2,874.27 | 2,940.00 | 2,940.00 | 707.16 | 24.05 |
| 719.800 VISION INSURANCE | 695.97 | 720.00 | 720.00 | 171.60 | 23.83 |
| 719.900 VISION INS-EE CONTRIBUTIONS | (348.26) | (360.00) | (360.00) | (85.80) | 23.83 |
| 724.000 WORKER'S COMP | 307.70 | 263.00 | 263.00 | 64.41 | 24.49 |
| 725.000 LIFE & DISABILITY BENEFIT | 637.80 | 805.00 | 805.00 | 187.82 | 23.33 |
| 752.000 OFFICE SUPPLIES | 2,751.26 | 2,500.00 | 2,500.00 | 518.62 | 20.74 |
| 767.000 UNIFORMS | 53.22 | 200.00 | 200.00 | 0.00 | 0.00 |
| 801.000 PROFESSIONAL & CONTRACTUAL SERVICES | 925.00 | 11,300.00 | 11,300.00 | 150.00 | 1.33 |
| 801.020 EXTERNAL AUDIT | 17,300.00 | 18,000.00 | 18,000.00 | 12,000.00 | 66.67 |
| 851.000 MAIL/POSTAGE | 7,777.62 | 7,500.00 | 7,500.00 | 3,000.00 | 40.00 |
| 860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT | 57.75 | 500.00 | 500.00 | 132.06 | 26.41 |
| 900.000 PRINTING & PUBLISHING | 676.40 | 1,500.00 | 1,500.00 | 373.00 | 24.87 |
| 910.000 PROFESSIONAL DEVELOPMENT | 4,013.88 | 3,500.00 | 3,500.00 | 328.94 | 9.40 |
| 910.100 SEMINAR LODGING | 163.30 | 1,500.00 | 1,500.00 | 0.00 | 0.00 |
| 910.200 SEMINAR MEALS | 89.28 | 200.00 | 200.00 | 0.00 | 0.00 |
| 915.000 MEMBERSHIP & DUES | 802.38 | 800.00 | 800.00 | 99.00 | 12.38 |
| 955.000 MISC. | 1,108.55 | 200.00 | 200.00 | 17.00 | 8.50 |
| 955.001 BANK FEES | 234.00 | 250.00 | 250.00 | 15.00 | 6.00 |
| 980.000 NEW OFFICE EQUIPMENT & FURNITURE | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 980.100 NEW COMPUTER HARDWARE & SOFTWARE | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| Total Dept 191 - ACCOUNTING/GEN ADMIN | 233,038.37 | 255,609.00 | 255,609.00 | 67,004.53 | 26.21 |
| Dept 215 - CLERK | | | | | |
| 702.000 SALARIES & WAGES | 30,195.50 | 30,000.00 | 30,000.00 | 6,383.75 | 21.28 |
| 707.000 PER MEETING | 450.00 | 2,000.00 | 2,000.00 | 0.00 | 0.00 |
| 709.000 EMPLR FICA CONTR | 1,893.83 | 2,000.00 | 2,000.00 | 401.99 | 20.10 |
| 711.000 EMPLR MEDICARE CONTR | 442.91 | 475.00 | 475.00 | 94.01 | 19.79 |
| 724.000 WORKER'S COMP | 50.92 | 44.00 | 44.00 | 8.57 | 19.48 |
| 752.000 OFFICE SUPPLIES | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 754.000 OPERATING SUPPLIES | 1,075.75 | 800.00 | 800.00 | 65.50 | 8.19 |
| 860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT | 228.03 | 300.00 | 300.00 | 0.00 | 0.00 |
| 900.000 PRINTING & PUBLISHING | 2,370.31 | 2,500.00 | 2,500.00 | 1,054.08 | 42.16 |
| 910.000 PROFESSIONAL DEVELOPMENT | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 910.100 SEMINAR LODGING | 0.00 | 750.00 | 750.00 | 0.00 | 0.00 |

| ACCOUNT DESCRIPTION | END BALANCE | 2023 | | YTD BALANCE | % BDGT USED |
|---|-------------------|-------------------|---------------------|------------------|--------------|
| | 12/31/2022 | ORIGINAL BUDGET | 2023 AMENDED BUDGET | 03/31/2023 | |
| | RMAL (ABNORMAL) | | | RMAL (ABNORMAL) | |
| Fund 101 - GENERAL FUND | | | | | |
| Expenditures | | | | | |
| 910.200 SEMINAR MEALS | 0.00 | 200.00 | 200.00 | 0.00 | 0.00 |
| 915.000 MEMBERSHIP & DUES | 60.00 | 150.00 | 150.00 | 0.00 | 0.00 |
| 980.000 NEW OFFICE EQUIPMENT & FURNITURE | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 980.100 NEW COMPUTER HARDWARE & SOFTWARE | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| Total Dept 215 - CLERK | 36,767.25 | 42,219.00 | 42,219.00 | 8,007.90 | 18.97 |
| Dept 228 - DATA PROCESSING, INFORMATION TECHNOLOGY | | | | | |
| 801.000 PROFESSIONAL & CONTRACTUAL SERVICES | 37,263.20 | 44,000.00 | 44,000.00 | 12,559.10 | 28.54 |
| 950.000 HARDWARE REPLACEMENTS | 3,837.29 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 228 - DATA PROCESSING, INFORMATION TE | 41,100.49 | 44,000.00 | 44,000.00 | 12,559.10 | 28.54 |
| Dept 253 - TREASURER | | | | | |
| 702.000 SALARIES & WAGES | 21,480.50 | 24,102.00 | 24,102.00 | 4,890.00 | 20.29 |
| 707.000 PER MEETING | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 709.000 EMPLR FICA CONTR | 1,331.79 | 1,525.00 | 1,525.00 | 303.18 | 19.88 |
| 711.000 EMPLR MEDICARE CONTR | 311.47 | 357.00 | 357.00 | 70.90 | 19.86 |
| 724.000 WORKER'S COMP | 28.47 | 30.00 | 30.00 | 5.34 | 17.80 |
| 752.000 OFFICE SUPPLIES | 1,068.78 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 801.000 PROFESSIONAL & CONTRACTUAL SERVICES | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 851.000 MAIL/POSTAGE | 1,969.98 | 4,000.00 | 4,000.00 | 0.00 | 0.00 |
| 860.000 TRANSPORTATION/MILEAGE REIMBURSMNT | 0.00 | 250.00 | 250.00 | 0.00 | 0.00 |
| 910.000 PROFESSIONAL DEVELOPMENT | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 910.100 SEMINAR LODGING | 0.00 | 750.00 | 750.00 | 0.00 | 0.00 |
| 910.200 SEMINAR MEALS | 0.00 | 200.00 | 200.00 | 0.00 | 0.00 |
| 915.000 MEMBERSHIP & DUES | 75.00 | 75.00 | 75.00 | 99.00 | 132.00 |
| 955.000 MISC. | 0.00 | 200.00 | 200.00 | 0.00 | 0.00 |
| 980.000 NEW OFFICE EQUIPMENT & FURNITURE | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 980.100 NEW COMPUTER HARDWARE & SOFTWARE | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| Total Dept 253 - TREASURER | 26,265.99 | 35,989.00 | 35,989.00 | 5,368.42 | 14.92 |
| Dept 257 - ASSESSOR | | | | | |
| 702.000 SALARIES & WAGES | 524.16 | 0.00 | 0.00 | 0.00 | 0.00 |
| 707.000 PER DIEM | 2,500.00 | 4,125.00 | 4,125.00 | 750.00 | 18.18 |
| 709.000 EMPLR FICA CONTR | 187.50 | 256.00 | 256.00 | 46.50 | 18.16 |
| 711.000 EMPLR MEDICARE CONTR | 43.86 | 60.00 | 60.00 | 10.88 | 18.13 |
| 724.000 WORKER'S COMP | 7.77 | 9.00 | 9.00 | 1.56 | 17.33 |
| 754.000 OPERATING SUPPLIES | 448.22 | 500.00 | 500.00 | 0.00 | 0.00 |
| 801.000 PROFESSIONAL & CONTRACTUAL SERVICES | 93,750.00 | 111,000.00 | 111,000.00 | 30,000.00 | 27.03 |
| 850.000 COMMUNICATIONS | 509.39 | 600.00 | 600.00 | 127.38 | 21.23 |
| 851.000 MAIL/POSTAGE | 2,534.45 | 2,600.00 | 2,600.00 | 2,214.00 | 85.15 |
| 900.000 PRINTING & PUBLISHING | 884.00 | 2,000.00 | 2,000.00 | 1,043.50 | 52.18 |
| 910.000 PROFESSIONAL DEVELOPMENT | 647.50 | 650.00 | 650.00 | 0.00 | 0.00 |
| 955.000 MISC. | 4,514.86 | 100.00 | 100.00 | 0.00 | 0.00 |
| 980.000 NEW OFFICE EQUIPMENT & FURNITURE | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 980.100 NEW COMPUTER HARDWARE & SOFTWARE | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| Total Dept 257 - ASSESSOR | 106,551.71 | 122,900.00 | 122,900.00 | 34,193.82 | 27.82 |
| Dept 262 - ELECTIONS | | | | | |
| 702.000 SALARIES & WAGES | 1,874.91 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 708.000 UNEMPLOYMENT | 324.79 | 200.00 | 200.00 | 0.00 | 0.00 |
| 709.000 EMPLR FICA CONTR | 115.30 | 100.00 | 100.00 | 0.00 | 0.00 |
| 711.000 EMPLR MEDICARE CONTR | 26.96 | 20.00 | 20.00 | 0.00 | 0.00 |
| 712.000 ELECTION WORKERS | 15,532.00 | 8,000.00 | 8,000.00 | 0.00 | 0.00 |
| 716.000 EMPLR RETIREMENT CONTR | 51.22 | 100.00 | 100.00 | 0.00 | 0.00 |
| 718.500 HEALTH INSURANCE | 350.54 | 400.00 | 400.00 | 0.00 | 0.00 |
| 718.700 HEALTH INS-EE CONTRIBUTIONS | (11.58) | (50.00) | (50.00) | 0.00 | 0.00 |
| 719.000 DENTAL INSURANCE | 16.63 | 50.00 | 50.00 | 0.00 | 0.00 |
| 719.800 VISION INSURANCE | 0.51 | 15.00 | 15.00 | 0.00 | 0.00 |
| 719.900 VISION INS-EE CONTRIBUTIONS | (0.25) | (7.00) | (7.00) | 0.00 | 0.00 |
| 724.000 WORKER'S COMP | 11.34 | 10.00 | 10.00 | 0.00 | 0.00 |
| 725.000 LIFE & DISABILITY BENEFIT | 1.51 | 20.00 | 20.00 | 0.00 | 0.00 |
| 754.000 OPERATING SUPPLIES | 6,398.82 | 8,000.00 | 8,000.00 | 0.00 | 0.00 |
| 801.000 PROFESSIONAL & CONTRACTUAL SERVICES | 8,160.00 | 5,000.00 | 5,000.00 | 2,220.00 | 44.40 |
| 851.000 MAIL/POSTAGE | 7,529.45 | 7,600.00 | 7,600.00 | 0.00 | 0.00 |
| 860.000 TRANSPORTATION/MILEAGE REIMBURSMNT | 145.50 | 0.00 | 0.00 | 0.00 | 0.00 |
| 900.000 PRINTING & PUBLISHING | 0.00 | 1,600.00 | 1,600.00 | 0.00 | 0.00 |
| 910.000 PROFESSIONAL DEVELOPMENT | 0.00 | 300.00 | 300.00 | 0.00 | 0.00 |
| 955.000 MISC. | 498.34 | 400.00 | 400.00 | 0.037 | 0.00 |

| ACCOUNT DESCRIPTION | END BALANCE | 2023 | | YTD BALANCE | % BDGT USED |
|---|-----------------|-----------------|----------------|-----------------|-------------|
| | 12/31/2022 | ORIGINAL BUDGET | AMENDED BUDGET | 03/31/2023 | |
| | RMAL (ABNORMAL) | | | RMAL (ABNORMAL) | |
| Fund 101 - GENERAL FUND | | | | | |
| Expenditures | | | | | |
| Total Dept 262 - ELECTIONS | 41,025.99 | 32,758.00 | 32,758.00 | 2,220.00 | 6.78 |
| Dept 265 - BUILDING & GROUNDS | | | | | |
| 702.000 SALARIES & WAGES | 2,017.03 | 1,200.00 | 1,200.00 | 571.31 | 47.61 |
| 708.000 UNEMPLOYMENT | 0.93 | 10.00 | 10.00 | 0.78 | 7.80 |
| 709.000 EMPLR FICA CONTR | 119.10 | 70.00 | 70.00 | 34.09 | 48.70 |
| 711.000 EMPLR MEDICARE CONTR | 27.84 | 20.00 | 20.00 | 7.97 | 39.85 |
| 716.000 EMPLR RETIREMENT CONTR | 181.50 | 100.00 | 100.00 | 51.41 | 51.41 |
| 718.500 HEALTH INSURANCE | 927.72 | 500.00 | 500.00 | 189.15 | 37.83 |
| 718.700 HEALTH INS-EE CONTRIBUTIONS | (77.47) | (30.00) | (30.00) | (20.80) | 69.33 |
| 719.000 DENTAL INSURANCE | 47.44 | 30.00 | 30.00 | 8.16 | 27.20 |
| 719.800 VISION INSURANCE | 3.95 | 5.00 | 5.00 | 1.20 | 24.00 |
| 719.900 VISION INS-EE CONTRIBUTIONS | (1.97) | 0.00 | 0.00 | (0.61) | 100.00 |
| 724.000 WORKER'S COMP | 22.81 | 30.00 | 30.00 | 4.59 | 15.30 |
| 725.000 LIFE & DISABILITY BENEFIT | 9.45 | 10.00 | 10.00 | 3.61 | 36.10 |
| 754.000 OPERATING SUPPLIES | 4,434.80 | 6,500.00 | 6,500.00 | 1,103.29 | 16.97 |
| 776.000 CLEANING SUPPLIES | 0.00 | 0.00 | 0.00 | 113.00 | 100.00 |
| 776.100 HALL CLEANING | 9,151.68 | 11,500.00 | 11,500.00 | 1,581.42 | 13.75 |
| 801.000 PROFESSIONAL & CONTRACTUAL SERVICES | 23,907.15 | 22,450.00 | 22,450.00 | 830.97 | 3.70 |
| 801.003 SIDEWALK SNOWPLOWING | 0.00 | 2,000.00 | 2,000.00 | 0.00 | 0.00 |
| 850.000 COMMUNICATIONS | 3,071.59 | 3,100.00 | 3,100.00 | 1,069.05 | 34.49 |
| 890.000 SAFETY | 1,595.45 | 1,550.00 | 1,550.00 | 0.00 | 0.00 |
| 917.000 WATER & SEWER CHARGES | 940.76 | 750.00 | 750.00 | 231.38 | 30.85 |
| 920.000 ELECTRIC/NATURAL GAS | 12,219.10 | 14,000.00 | 14,000.00 | 3,677.76 | 26.27 |
| 930.001 MAINT-EQUIPMENT | 37.99 | 500.00 | 500.00 | 229.00 | 45.80 |
| 930.200 MAINT-GROUNDS | 367.95 | 1,000.00 | 1,000.00 | 230.02 | 23.00 |
| 930.300 MAINT-BUILDINGS | 1,441.89 | 3,500.00 | 3,500.00 | 126.98 | 3.63 |
| 934.500 MAINT. AGREEMENT ON EQUIPMENT | 4,121.76 | 4,000.00 | 4,000.00 | 1,052.01 | 26.30 |
| 935.000 PROPERTY/LIABILITY INSURANCE | 13,614.94 | 14,500.00 | 14,500.00 | 12,429.46 | 85.72 |
| 940.100 POSTAGE METER LEASE | 1,851.00 | 2,000.00 | 2,000.00 | 462.75 | 23.14 |
| 955.000 MISC. | 19.47 | 100.00 | 100.00 | 0.00 | 0.00 |
| 980.000 NEW OFFICE EQUIPMENT & FURNITURE | 536.21 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 265 - BUILDING & GROUNDS | 80,590.07 | 89,395.00 | 89,395.00 | 23,987.95 | 26.83 |
| Dept 266 - LEGAL/ATTORNEY | | | | | |
| 826.000 LEGAL FEES | 56,226.61 | 80,000.00 | 80,000.00 | 7,155.85 | 8.94 |
| 826.500 LEGAL FEES-ASSESSOR | 5,770.00 | 0.00 | 0.00 | 1,154.00 | 100.00 |
| Total Dept 266 - LEGAL/ATTORNEY | 61,996.61 | 80,000.00 | 80,000.00 | 8,309.85 | 10.39 |
| Dept 371 - BUILDING INSPECTION | | | | | |
| 702.000 SALARIES & WAGES | 165,510.01 | 165,500.00 | 165,500.00 | 41,304.20 | 24.96 |
| 702.500 OVERTIME | 1,722.06 | 1,800.00 | 1,800.00 | 534.19 | 29.68 |
| 708.000 UNEMPLOYMENT | 370.50 | 428.00 | 428.00 | 142.50 | 33.29 |
| 709.000 EMPLR FICA CONTR | 9,602.14 | 9,740.00 | 9,740.00 | 2,449.57 | 25.15 |
| 711.000 EMPLR MEDICARE CONTR | 2,245.68 | 2,280.00 | 2,280.00 | 572.88 | 25.13 |
| 716.000 EMPLR RETIREMENT CONTR | 15,050.86 | 15,042.00 | 15,042.00 | 3,765.45 | 25.03 |
| 718.500 HEALTH INSURANCE | 71,645.12 | 77,355.00 | 77,355.00 | 18,259.07 | 23.60 |
| 718.700 HEALTH INS-EE CONTRIBUTIONS | (8,795.88) | (9,500.00) | (9,500.00) | (2,230.53) | 23.48 |
| 719.000 DENTAL INSURANCE | 5,006.56 | 5,220.00 | 5,220.00 | 1,257.30 | 24.09 |
| 719.800 VISION INSURANCE | 1,094.60 | 1,160.00 | 1,160.00 | 276.12 | 23.80 |
| 719.900 VISION INS-EE CONTRIBUTIONS | (552.24) | (580.00) | (580.00) | (138.06) | 23.80 |
| 724.000 WORKER'S COMP | 642.99 | 523.00 | 523.00 | 131.66 | 25.17 |
| 725.000 LIFE & DISABILITY BENEFIT | 963.36 | 1,016.00 | 1,016.00 | 240.84 | 23.70 |
| 752.000 OFFICE SUPPLIES | 418.23 | 900.00 | 900.00 | 4.39 | 0.49 |
| 754.000 OPERATING SUPPLIES | 313.68 | 600.00 | 600.00 | 464.83 | 77.47 |
| 759.000 GAS/FUEL | 1,801.98 | 2,000.00 | 2,000.00 | 477.74 | 23.89 |
| 767.000 UNIFORMS | 304.48 | 300.00 | 300.00 | 0.00 | 0.00 |
| 775.100 VEHICLE CLEANING | 0.00 | 200.00 | 200.00 | 0.00 | 0.00 |
| 791.000 SUBSCRIPTIONS & PUBLICATIONS | 381.34 | 150.00 | 150.00 | 0.00 | 0.00 |
| 801.000 PROFESSIONAL & CONTRACTUAL SERVICES | 0.00 | 22,000.00 | 22,000.00 | 927.15 | 4.21 |
| 850.000 COMMUNICATIONS | 1,239.44 | 1,500.00 | 1,500.00 | 322.02 | 21.47 |
| 851.000 MAIL/POSTAGE | 17.90 | 35.00 | 35.00 | 0.00 | 0.00 |
| 860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT | 128.75 | 100.00 | 100.00 | 18.01 | 18.01 |
| 900.000 PRINTING & PUBLISHING | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 910.000 PROFESSIONAL DEVELOPMENT | 1,243.00 | 5,000.00 | 5,000.00 | 731.00 | 14.62 |
| 910.100 SEMINAR LODGING | 444.60 | 750.00 | 750.00 | 0.00 | 0.00 |
| 910.200 SEMINAR MEALS | 385.17 | 500.00 | 500.00 | 100.16 | 20.03 |
| 915.000 MEMBERSHIP & DUES | 1,010.00 | 1,200.00 | 1,200.00 | 545.00 | 45.42 |
| 930.000 VEHICLE REPAIRS & MAINTENANCE | 3,223.54 | 2,500.00 | 2,500.00 | 0.00 | 0.00 |
| 933.700 SOFTWARE SUPPORT/MAINTENANCE AGREEMENTS | 2,458.50 | 2,570.00 | 2,570.00 | 300.35 | 11.69 |
| 980.000 NEW OFFICE EQUIPMENT & FURNITURE | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 980.100 NEW COMPUTER HARDWARE & SOFTWARE | 3,394.39 | 0.00 | 0.00 | 0.00 | 0.00 |

| ACCOUNT DESCRIPTION | END BALANCE | 2023 | | YTD BALANCE | % BGD USED |
|--|-------------------------------|--------------------|-------------------|---------------------------------------|---------------|
| | 12/31/2022 RMAL (ABNORMAL) | ORIGINAL BUDGET | AMENDED BUDGET | 2023 03/31/2023 RMAL (ABNORMAL) | |
| Fund 101 - GENERAL FUND | | | | | |
| Expenditures | | | | | |
| Total Dept 371 - BUILDING INSPECTION | 281,270.76 | 311,789.00 | 311,789.00 | 70,455.84 | 22.60 |
| Dept 441 - PUBLIC WORKS | | | | | |
| 920.000 STREET LIGHTING | 22,376.93 | 24,000.00 | 24,000.00 | 6,480.17 | 27.00 |
| 962.000 DRAINS AT LARGE | 50,527.01 | 61,000.00 | 61,000.00 | 59,636.13 | 97.76 |
| 967.000 CONTRIBUTIONS TO ROAD COMMISSION | 766,465.69 | 246,000.00 | 246,000.00 | 0.00 | 0.00 |
| 970.100 SIDEWALKS AND NON MOTORIZED PATHS | 18,562.50 | 925,000.00 | 925,000.00 | 7,325.00 | 0.79 |
| Total Dept 441 - PUBLIC WORKS | 857,932.13 | 1,256,000.00 | 1,256,000.00 | 73,441.30 | 5.85 |
| Dept 701 - PLANNING | | | | | |
| 702.000 SALARIES & WAGES | 150,489.82 | 150,604.00 | 150,604.00 | 37,088.12 | 24.63 |
| 707.000 PER DIEM | 8,905.00 | 12,000.00 | 12,000.00 | 2,740.00 | 22.83 |
| 708.000 UNEMPLOYMENT | 255.27 | 303.00 | 303.00 | 96.38 | 31.81 |
| 709.000 EMPLR FICA CONTR | 9,237.49 | 10,232.00 | 10,232.00 | 2,326.58 | 22.74 |
| 711.000 EMPLR MEDICARE CONTR | 2,160.43 | 2,400.00 | 2,400.00 | 544.12 | 22.67 |
| 716.000 EMPLR RETIREMENT CONTR | 13,446.42 | 13,450.00 | 13,450.00 | 3,313.02 | 24.63 |
| 718.500 HEALTH INSURANCE | 47,699.29 | 51,570.00 | 51,570.00 | 12,184.78 | 23.63 |
| 718.700 HEALTH INS-EE CONTRIBUTIONS | (5,863.92) | (6,333.00) | (6,333.00) | (1,487.02) | 23.48 |
| 719.000 DENTAL INSURANCE | 3,337.98 | 3,480.00 | 3,480.00 | 838.20 | 24.09 |
| 719.800 VISION INSURANCE | 366.96 | 386.00 | 386.00 | 92.04 | 23.84 |
| 719.900 VISION INS-EE CONTRIBUTIONS | (184.08) | (193.00) | (193.00) | (46.02) | 23.84 |
| 724.000 WORKER'S COMP | 520.40 | 453.00 | 453.00 | 105.94 | 23.39 |
| 725.000 LIFE & DISABILITY BENEFIT | 717.60 | 800.00 | 800.00 | 179.40 | 22.43 |
| 752.000 OFFICE SUPPLIES | 231.03 | 500.00 | 500.00 | 0.00 | 0.00 |
| 759.000 GAS/FUEL | 261.55 | 600.00 | 600.00 | 0.00 | 0.00 |
| 767.000 UNIFORMS | 52.00 | 200.00 | 200.00 | 0.00 | 0.00 |
| 791.000 SUBSCRIPTIONS & PUBLICATIONS | 24.00 | 300.00 | 300.00 | 0.00 | 0.00 |
| 801.000 PROFESSIONAL & CONTRACTUAL SERVICES | 11,384.36 | 106,250.00 | 106,250.00 | 789.58 | 0.74 |
| 804.000 CONTRIBUTION TO LOCAL AIRPORT | 10,000.00 | 10,000.00 | 10,000.00 | 10,000.00 | 100.00 |
| 850.000 COMMUNICATIONS | 173.90 | 250.00 | 250.00 | 149.90 | 59.96 |
| 851.000 MAIL/POSTAGE | 0.00 | 150.00 | 150.00 | 0.00 | 0.00 |
| 860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT | 763.01 | 600.00 | 600.00 | 125.76 | 20.96 |
| 900.000 PRINTING & PUBLISHING | 4,203.98 | 5,500.00 | 5,500.00 | 2,190.83 | 39.83 |
| 910.000 PROFESSIONAL DEVELOPMENT | 3,571.00 | 5,000.00 | 5,000.00 | 845.00 | 16.90 |
| 910.100 SEMINAR LODGING | 149.23 | 750.00 | 750.00 | 0.00 | 0.00 |
| 910.200 SEMINAR MEALS | 0.00 | 400.00 | 400.00 | 0.00 | 0.00 |
| 915.000 MEMBERSHIP & DUES | 1,205.00 | 1,500.00 | 1,500.00 | 530.00 | 35.33 |
| 932.000 VEHICLE REPAIRS & MAINTENANCE | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 940.000 LEASE/RENT | 950.00 | 350.00 | 350.00 | 0.00 | 0.00 |
| 955.000 MISC. | 24.40 | 250.00 | 250.00 | 16.00 | 6.40 |
| 980.100 NEW COMPUTER HARDWARE & SOFTWARE | 1,755.43 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| Total Dept 701 - PLANNING | 265,837.55 | 373,752.00 | 373,752.00 | 72,622.61 | 19.43 |
| Dept 751 - PARKS & RECREATION | | | | | |
| 702.000 SALARIES & WAGES | 23,498.17 | 21,744.00 | 21,744.00 | 1,013.18 | 4.66 |
| 702.500 OVERTIME | 1,779.76 | 2,000.00 | 2,000.00 | 0.00 | 0.00 |
| 708.000 UNEMPLOYMENT | 213.55 | 381.00 | 381.00 | 4.96 | 1.30 |
| 709.000 EMPLR FICA CONTR | 2,377.34 | 2,355.00 | 2,355.00 | 60.01 | 2.55 |
| 711.000 EMPLR MEDICARE CONTR | 556.02 | 551.00 | 551.00 | 14.04 | 2.55 |
| 712.000 TEMPORARY LABOR | 15,708.87 | 15,912.00 | 15,912.00 | 0.00 | 0.00 |
| 716.000 EMPLR RETIREMENT CONTR | 2,167.05 | 2,137.00 | 2,137.00 | 91.16 | 4.27 |
| 718.500 HEALTH INSURANCE | 11,884.91 | 12,893.00 | 12,893.00 | 616.93 | 4.78 |
| 718.700 HEALTH INS-EE CONTRIBUTIONS | (1,284.32) | (1,583.00) | (1,583.00) | (88.69) | 5.60 |
| 719.000 DENTAL INSURANCE | 803.11 | 870.00 | 870.00 | 40.23 | 4.62 |
| 719.800 VISION INSURANCE | 155.58 | 193.00 | 193.00 | 10.26 | 5.32 |
| 719.900 VISION INS-EE CONTRIBUTIONS | (77.71) | (97.00) | (97.00) | (5.12) | 5.28 |
| 724.000 WORKER'S COMP | 689.83 | 613.00 | 613.00 | 15.63 | 2.55 |
| 725.000 LIFE & DISABILITY BENEFIT | 135.17 | 160.00 | 160.00 | 9.21 | 5.76 |
| 754.000 OPERATING SUPPLIES | 3,947.86 | 4,200.00 | 4,200.00 | 29.97 | 0.71 |
| 759.000 GAS/FUEL | 2,203.78 | 1,800.00 | 1,800.00 | 0.00 | 0.00 |
| 767.000 UNIFORMS | 222.49 | 500.00 | 500.00 | 0.00 | 0.00 |
| 801.000 PROFESSIONAL & CONTRACTUAL SERVICES | 3,278.34 | 7,800.00 | 7,800.00 | 757.63 | 9.71 |
| 890.000 SAFETY | 1,275.35 | 1,500.00 | 1,500.00 | 0.00 | 0.00 |
| 900.000 PRINTING & PUBLISHING | 264.61 | 500.00 | 500.00 | 250.15 | 50.03 |
| 917.000 WATER & SEWER CHARGES | 4,378.98 | 6,000.00 | 6,000.00 | 428.84 | 7.15 |
| 920.000 ELECTRIC/NATURAL GAS | 3,774.06 | 4,200.00 | 4,200.00 | 1,172.18 | 27.91 |
| 930.001 MAINT-EQUIPMENT | 5,464.73 | 2,000.00 | 2,000.00 | 0.00 | 0.00 |
| 930.200 MAINT-GROUNDS | 11,259.81 | 14,000.00 | 14,000.00 | 298.58 | 2.13 |
| 930.250 MAINT-DOG PARK | 1,497.00 | 3,000.00 | 3,000.00 | 675.00 | 22.50 |
| 930.300 MAINT-BUILDINGS | 839.22 | 1,500.00 | 1,500.00 | 0.00 | 0.00 |
| 933.000 MAINT-VEHICLES | 225.77 | 850.00 | 850.00 | 0.00 | 0.00 |

| ACCOUNT DESCRIPTION | END BALANCE | 2023 | | YTD BALANCE | % BDGT USED |
|--|-------------------------------|--------------------|-------------------|-------------------------------|----------------|
| | 12/31/2022 RMAL (ABNORMAL) | ORIGINAL BUDGET | AMENDED BUDGET | 03/31/2023 RMAL (ABNORMAL) | |
| Fund 101 - GENERAL FUND | | | | | |
| Expenditures | | | | | |
| 977.000 NEW EQUIPMENT PURCHASE | 356.76 | 4,000.00 | 4,000.00 | 0.00 | 0.00 |
| Total Dept 751 - PARKS & RECREATION | 97,596.09 | 109,979.00 | 109,979.00 | 5,394.15 | 4.90 |
| Dept 901 - CAPITAL OUTLAY | | | | | |
| 976.301 CAPITAL OUTLAY-DATA PROCESSING | 0.00 | 0.00 | 0.00 | 18,097.98 | 100.00 |
| 976.302 CAPITAL OUTLAY-TOWNSHIP HALL | 94,940.28 | 0.00 | 0.00 | 0.00 | 0.00 |
| 976.303 CAPITAL OUTLAY-PROPERTY | 18,919.37 | 0.00 | 0.00 | 0.00 | 0.00 |
| 976.306 CAPITAL OUTLAY-PARKS DEPT | 127,593.26 | 12,500.00 | 12,500.00 | 0.00 | 0.00 |
| 976.307 CAPITAL OUTLAY-FIBER NETWORK | 0.00 | 17,000.00 | 17,000.00 | 0.00 | 0.00 |
| 976.309 CAPITAL OUTLAY-VEHICLES | 0.00 | 96,000.00 | 96,000.00 | 0.00 | 0.00 |
| 976.314 CAPITAL OUTLAY-NEW TWP HALL/RENO STUDY | 4,800.00 | 12,000.00 | 12,000.00 | 1,677.87 | 13.98 |
| Total Dept 901 - CAPITAL OUTLAY | 246,252.91 | 137,500.00 | 137,500.00 | 19,775.85 | 14.38 |
| TOTAL EXPENDITURES | 2,552,587.80 | 3,098,891.00 | 3,098,891.00 | 448,743.90 | 14.48 |
| Fund 101 - GENERAL FUND: | | | | | |
| TOTAL REVENUES | 2,863,946.56 | 2,247,050.00 | 2,247,050.00 | 935,798.04 | 41.65 |
| TOTAL EXPENDITURES | 2,552,587.80 | 3,098,891.00 | 3,098,891.00 | 448,743.90 | 14.48 |
| NET OF REVENUES & EXPENDITURES | 311,358.76 | (851,841.00) | (851,841.00) | 487,054.14 | 57.18 |

| ACCOUNT DESCRIPTION | END BALANCE | 2023 | | YTD BALANCE | % BDGT USED | |
|----------------------------------|-------------------------------------|-----------------|----------------|-----------------|-------------|--------|
| | 12/31/2022 | ORIGINAL BUDGET | AMENDED BUDGET | 03/31/2023 | | |
| | RMAL (ABNORMAL) | | | RMAL (ABNORMAL) | | |
| Fund 206 - FIRE FUND | | | | | | |
| Revenues | | | | | | |
| Dept 000 - NONE | | | | | | |
| 402.000 | CURRENT REAL PROPERTY TAX | 701,604.03 | 754,000.00 | 754,000.00 | 699,959.93 | 92.83 |
| 402.001 | PROPERTY TAX REFUNDS-MTT | (5,869.19) | (10,000.00) | (10,000.00) | 0.00 | 0.00 |
| 402.002 | PILOT TAX | 4,077.64 | 7,500.00 | 7,500.00 | 0.00 | 0.00 |
| 402.100 | PRIOR YEARS PROPERTY TAXES | (1,570.05) | (200.00) | (200.00) | 0.00 | 0.00 |
| 420.000 | DELQ PERSONAL PROPERTY TAXES | 336.82 | 500.00 | 500.00 | 0.00 | 0.00 |
| 445.000 | INTEREST ON TAXES | 15.90 | 300.00 | 300.00 | (16.57) | (5.52) |
| 543.000 | STATE GRANT-PUBLIC SAFETY | 10,492.69 | 19,000.00 | 19,000.00 | 0.00 | 0.00 |
| 573.000 | STATE AID REVENUE-LCSA | 10,262.82 | 10,200.00 | 10,200.00 | 10,441.44 | 102.37 |
| 600.200 | FIRE PROTECTION - EDDA | 78,174.73 | 80,000.00 | 80,000.00 | 0.00 | 0.00 |
| 600.300 | FIRE PROTECTION - WDDA | 63,255.49 | 64,000.00 | 64,000.00 | 0.00 | 0.00 |
| 665.000 | INTEREST EARNED | 2,842.66 | 4,800.00 | 4,800.00 | 5,860.51 | 122.09 |
| Total Dept 000 - NONE | | 863,623.54 | 930,100.00 | 930,100.00 | 716,245.31 | 77.01 |
| TOTAL REVENUES | | 863,623.54 | 930,100.00 | 930,100.00 | 716,245.31 | 77.01 |
| Expenditures | | | | | | |
| Dept 336 - FIRE DEPARTMENT | | | | | | |
| 702.000 | SALARIES & WAGES | 1,645.47 | 0.00 | 0.00 | 0.00 | 0.00 |
| 709.000 | EMPLR FICA CONTR | 96.90 | 0.00 | 0.00 | 0.00 | 0.00 |
| 711.000 | EMPLR MEDICARE CONTR | 22.67 | 0.00 | 0.00 | 0.00 | 0.00 |
| 716.000 | EMPLR RETIREMENT CONTR | 148.09 | 0.00 | 0.00 | 0.00 | 0.00 |
| 718.500 | HEALTH INSURANCE | 564.89 | 0.00 | 0.00 | 0.00 | 0.00 |
| 718.700 | HEALTH INS-EE CONTRIBUTIONS | (72.76) | 0.00 | 0.00 | 0.00 | 0.00 |
| 719.000 | DENTAL INSURANCE | 46.37 | 0.00 | 0.00 | 0.00 | 0.00 |
| 719.800 | VISION INSURANCE | 4.67 | 0.00 | 0.00 | 0.00 | 0.00 |
| 719.900 | VISION INS-EE CONTRIBUTIONS | (2.34) | 0.00 | 0.00 | 0.00 | 0.00 |
| 724.000 | WORKER'S COMP | 20.13 | 0.00 | 0.00 | 0.00 | 0.00 |
| 725.000 | LIFE & DISABILITY BENEFIT | 9.23 | 0.00 | 0.00 | 0.00 | 0.00 |
| 801.000 | PROFESSIONAL & CONTRACTUAL SERVICES | 812,900.00 | 830,100.00 | 830,100.00 | 415,050.00 | 50.00 |
| 801.025 | HYDRANT FLUSHING | 0.00 | 30,000.00 | 30,000.00 | 0.00 | 0.00 |
| 934.000 | FIRE HYDRANT REPAIRS | 0.00 | 5,150.00 | 5,150.00 | 0.00 | 0.00 |
| Total Dept 336 - FIRE DEPARTMENT | | 815,383.32 | 865,250.00 | 865,250.00 | 415,050.00 | 47.97 |
| TOTAL EXPENDITURES | | 815,383.32 | 865,250.00 | 865,250.00 | 415,050.00 | 47.97 |
| Fund 206 - FIRE FUND: | | | | | | |
| TOTAL REVENUES | | 863,623.54 | 930,100.00 | 930,100.00 | 716,245.31 | 77.01 |
| TOTAL EXPENDITURES | | 815,383.32 | 865,250.00 | 865,250.00 | 415,050.00 | 47.97 |
| NET OF REVENUES & EXPENDITURES | | 48,240.22 | 64,850.00 | 64,850.00 | 301,195.31 | 464.45 |

| ACCOUNT DESCRIPTION | END BALANCE | 2023 | | YTD BALANCE | % BDGT USED | |
|--|--|-------------------|---------------------|---------------------|-------------------|-------------|
| | 12/31/2022 | ORIGINAL BUDGET | 2023 AMENDED BUDGET | 03/31/2023 | | |
| | RMAL (ABNORMAL) | | | RMAL (ABNORMAL) | | |
| Fund 248 - EAST DDA FUND | | | | | | |
| Revenues | | | | | | |
| Dept 000 - NONE | | | | | | |
| 402.000 | CURRENT PROPERTY TAX | 506,459.10 | 515,000.00 | 515,000.00 | 0.00 | 0.00 |
| 402.001 | PROPERTY TAX REFUNDS-BOR MTT | (9,873.09) | (4,000.00) | (4,000.00) | 0.00 | 0.00 |
| 402.100 | PRIOR YEARS PROPERTY TAXES | 0.00 | (250.00) | (250.00) | 0.00 | 0.00 |
| 420.000 | DELQ PERSONAL PROPERTY CAPT | 0.00 | 300.00 | 300.00 | 0.00 | 0.00 |
| 445.000 | INTEREST ON TAXES | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 573.000 | STATE AID REVENUE-LCSA | 62,229.26 | 60,000.00 | 60,000.00 | 0.00 | 0.00 |
| 665.000 | INTEREST EARNED | 6,537.73 | 8,600.00 | 8,600.00 | 9,538.78 | 110.92 |
| 671.000 | OTHER REVENUE | 14,820.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| Total Dept 000 - NONE | | 580,173.00 | 581,150.00 | 581,150.00 | 9,538.78 | 1.64 |
| TOTAL REVENUES | | 580,173.00 | 581,150.00 | 581,150.00 | 9,538.78 | 1.64 |
| Expenditures | | | | | | |
| Dept 000 - NONE | | | | | | |
| 801.000 | PROFESSIONAL & CONTRACTUAL SERVICES | 10,300.00 | 12,300.00 | 12,300.00 | 3,299.50 | 26.83 |
| 801.001 | MAINT- BENCHES/TRASH RECEPTACLES | 0.00 | 5,000.00 | 5,000.00 | 0.00 | 0.00 |
| 801.003 | SIDEWALK SNOWPLOWING | 7,000.00 | 11,000.00 | 11,000.00 | 4,550.00 | 41.36 |
| 801.004 | LAWN CARE | 25,454.00 | 28,500.00 | 28,500.00 | 0.00 | 0.00 |
| 801.005 | IRRIGATION / LIGHTING REPAIRS | 28,035.46 | 20,000.00 | 20,000.00 | 132.75 | 0.66 |
| 801.007 | FLOWER / LANDSCAPE MAINTENANCE | 14,403.75 | 21,000.00 | 21,000.00 | 0.00 | 0.00 |
| 801.015 | STREET LIGHT BANNERS/CHRISTMAS | 21,509.57 | 20,000.00 | 20,000.00 | 4,725.00 | 23.63 |
| 826.000 | LEGAL FEES | 0.00 | 4,000.00 | 4,000.00 | 0.00 | 0.00 |
| 851.000 | MAIL/POSTAGE | 0.00 | 750.00 | 750.00 | 0.00 | 0.00 |
| 880.000 | COMMUNITY PROMOTION | 5,500.00 | 9,000.00 | 9,000.00 | 500.00 | 5.56 |
| 883.000 | COMMUNITY IMPROVEMENT GRANTS | 0.00 | 40,000.00 | 40,000.00 | 0.00 | 0.00 |
| 900.000 | PRINTING & PUBLISHING | 11.97 | 250.00 | 250.00 | 0.00 | 0.00 |
| 915.000 | MEMBERSHIP & DUES | 315.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 917.000 | WATER & SEWER CHARGES | 24,385.21 | 18,000.00 | 18,000.00 | 159.63 | 0.89 |
| 920.000 | ELECTRIC/NATURAL GAS | 10,236.77 | 14,000.00 | 14,000.00 | 3,269.70 | 23.36 |
| 935.000 | PROPERTY/LIABILITY INSURANCE | 1,869.58 | 1,800.00 | 1,800.00 | 1,706.79 | 94.82 |
| 940.000 | LEASE/RENT | 1,135.00 | 875.00 | 875.00 | 0.00 | 0.00 |
| 955.000 | MISC. | 0.00 | 100.00 | 100.00 | 0.00 | 0.00 |
| Total Dept 000 - NONE | | 150,156.31 | 207,075.00 | 207,075.00 | 18,343.37 | 8.86 |
| Dept 336 - FIRE DEPARTMENT | | | | | | |
| 830.000 | PUBLIC SAFETY - FIRE PROTECTION | 78,174.73 | 80,000.00 | 80,000.00 | 0.00 | 0.00 |
| Total Dept 336 - FIRE DEPARTMENT | | 78,174.73 | 80,000.00 | 80,000.00 | 0.00 | 0.00 |
| Dept 728 - ECONOMIC DEVELOPMENT | | | | | | |
| 967.200 | WATER SYSTEM PROJECTS | 0.00 | 100,000.00 | 100,000.00 | 0.00 | 0.00 |
| 967.300 | SEWER SYSTEM PROJECTS | 0.00 | 100,000.00 | 100,000.00 | 0.00 | 0.00 |
| 967.400 | STREET/ROAD PROJECTS | 0.00 | 400,000.00 | 400,000.00 | 0.00 | 0.00 |
| 967.500 | SIDEWALK/PATHWAY PROJECTS | 0.00 | 340,000.00 | 340,000.00 | 0.00 | 0.00 |
| 967.600 | PARKS PROJECTS | 10,060.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 974.000 | LAND IMPRVMENTS-GENERAL | 15,858.82 | 20,000.00 | 20,000.00 | 0.00 | 0.00 |
| 974.200 | LAND IMPRVMENTS-PICKARD RIGHT OF WAY | 0.00 | 80,000.00 | 80,000.00 | 0.00 | 0.00 |
| 974.201 | LAND IMPRVMENTS-5800 PICKARD/ENTERPRIS | 0.00 | 40,000.00 | 40,000.00 | 0.00 | 0.00 |
| 974.203 | LAND IMPRVMENTS-JONATHON LANE | 180.00 | 75,000.00 | 75,000.00 | 0.00 | 0.00 |
| 974.205 | LAND IMPRVMENTS-HONEY BEAR LN | 0.00 | 25,000.00 | 25,000.00 | 0.00 | 0.00 |
| Total Dept 728 - ECONOMIC DEVELOPMENT | | 26,098.82 | 1,180,000.00 | 1,180,000.00 | 0.00 | 0.00 |
| TOTAL EXPENDITURES | | 254,429.86 | 1,467,075.00 | 1,467,075.00 | 18,343.37 | 1.25 |
| Fund 248 - EAST DDA FUND: | | | | | | |
| TOTAL REVENUES | | 580,173.00 | 581,150.00 | 581,150.00 | 9,538.78 | 1.64 |
| TOTAL EXPENDITURES | | 254,429.86 | 1,467,075.00 | 1,467,075.00 | 18,343.37 | 1.25 |
| NET OF REVENUES & EXPENDITURES | | 325,743.14 | (885,925.00) | (885,925.00) | (8,804.59) | 0.99 |

| ACCOUNT DESCRIPTION | END BALANCE | 2023 | | YTD BALANCE | % BDGT USED |
|--|-------------------------------|-------------------|---------------------|-------------------------------|-------------|
| | 12/31/2022 RMAL (ABNORMAL) | ORIGINAL BUDGET | 2023 AMENDED BUDGET | 03/31/2023 RMAL (ABNORMAL) | |
| Fund 250 - WEST DDA FUND | | | | | |
| Revenues | | | | | |
| Dept 000 - NONE | | | | | |
| 402.000 CURRENT PROPERTY TAX | 397,780.60 | 413,000.00 | 413,000.00 | 0.00 | 0.00 |
| 402.001 PROPERTY TAX REFUNDS-BOR MTT | 0.00 | (4,000.00) | (4,000.00) | 0.00 | 0.00 |
| 420.000 DELQ PERSONAL PROPERTY CAPT | 26.60 | 20.00 | 20.00 | 0.00 | 0.00 |
| 445.000 INTEREST ON TAXES | 2.66 | 200.00 | 200.00 | 0.00 | 0.00 |
| 573.000 STATE AID REVENUE-LCSA | 321.24 | 0.00 | 0.00 | 0.00 | 0.00 |
| 665.000 INTEREST EARNED | 7,591.22 | 8,600.00 | 8,600.00 | 3,928.38 | 45.68 |
| Total Dept 000 - NONE | 405,722.32 | 417,820.00 | 417,820.00 | 3,928.38 | 0.94 |
| TOTAL REVENUES | 405,722.32 | 417,820.00 | 417,820.00 | 3,928.38 | 0.94 |
| Expenditures | | | | | |
| Dept 000 - NONE | | | | | |
| 801.000 PROFESSIONAL & CONTRACTUAL SERVICES | 3,167.50 | 5,270.00 | 5,270.00 | 2,500.00 | 47.44 |
| 801.003 SIDEWALK SNOWPLOWING | 1,000.00 | 8,000.00 | 8,000.00 | 3,500.00 | 43.75 |
| 826.000 LEGAL FEES | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 851.000 MAIL/POSTAGE | 0.00 | 750.00 | 750.00 | 0.00 | 0.00 |
| 880.000 COMMUNITY PROMOTION | 5,500.00 | 8,000.00 | 8,000.00 | 500.00 | 6.25 |
| 883.000 COMMUNITY IMPROVEMENT GRANTS | 0.00 | 40,000.00 | 40,000.00 | 0.00 | 0.00 |
| 900.000 PRINTING & PUBLISHING | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 915.000 MEMBERSHIP & DUES | 315.00 | 400.00 | 400.00 | 0.00 | 0.00 |
| 955.000 MISC. | 0.00 | 100.00 | 100.00 | 0.00 | 0.00 |
| 967.000 CONTRIBUTIONS TO ROAD COMMISSION | 0.00 | 40,000.00 | 40,000.00 | 0.00 | 0.00 |
| 967.400 STREET/ROAD PROJECTS | 450,594.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 000 - NONE | 460,576.50 | 104,020.00 | 104,020.00 | 6,500.00 | 6.25 |
| Dept 336 - FIRE DEPARTMENT | | | | | |
| 830.000 PUBLIC SAFETY - FIRE PROTECTION | 63,255.49 | 64,000.00 | 64,000.00 | 0.00 | 0.00 |
| Total Dept 336 - FIRE DEPARTMENT | 63,255.49 | 64,000.00 | 64,000.00 | 0.00 | 0.00 |
| Dept 728 - ECONOMIC DEVELOPMENT | | | | | |
| 940.000 LEASE/RENT | 475.00 | 175.00 | 175.00 | 0.00 | 0.00 |
| 967.500 SIDEWALK/PATHWAY PROJECTS | 524,940.36 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 728 - ECONOMIC DEVELOPMENT | 525,415.36 | 175.00 | 175.00 | 0.00 | 0.00 |
| TOTAL EXPENDITURES | 1,049,247.35 | 168,195.00 | 168,195.00 | 6,500.00 | 3.86 |
| Fund 250 - WEST DDA FUND: | | | | | |
| TOTAL REVENUES | 405,722.32 | 417,820.00 | 417,820.00 | 3,928.38 | 0.94 |
| TOTAL EXPENDITURES | 1,049,247.35 | 168,195.00 | 168,195.00 | 6,500.00 | 3.86 |
| NET OF REVENUES & EXPENDITURES | (643,525.03) | 249,625.00 | 249,625.00 | (2,571.62) | 1.03 |

| ACCOUNT DESCRIPTION | END BALANCE | 2023 | | YTD BALANCE | % BDGT USED |
|---|-------------------------------|--------------------|------------------------|-------------------------------|----------------|
| | 12/31/2022 RMAL (ABNORMAL) | ORIGINAL BUDGET | 2023 AMENDED BUDGET | 03/31/2023 RMAL (ABNORMAL) | |
| Fund 285 - AMERICAN RESCUE PLAN ACT (ARPA) | | | | | |
| Revenues | | | | | |
| Dept 000 - NONE | | | | | |
| 539.000 STATE GRANTS | 228,469.23 | 48,000.00 | 48,000.00 | 25,000.00 | 52.08 |
| 665.000 INTEREST EARNED | 6,856.93 | 1,600.00 | 1,600.00 | 6,375.40 | 398.46 |
| 674.000 PRIVATE CONTRIBUTIONS & DONATIONS | 50,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 000 - NONE | 285,326.16 | 49,600.00 | 49,600.00 | 31,375.40 | 63.26 |
| Dept 930 - TRANSFER IN | | | | | |
| 699.288 TRANSFER IN FROM TRIBAL 2% GRANT FUND | 170,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 930 - TRANSFER IN | 170,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL REVENUES | 455,326.16 | 49,600.00 | 49,600.00 | 31,375.40 | 63.26 |
| Expenditures | | | | | |
| Dept 441 - PUBLIC WORKS | | | | | |
| 967.000 CONTRIBUTIONS TO ROAD COMMISSION | 306,048.48 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 441 - PUBLIC WORKS | 306,048.48 | 0.00 | 0.00 | 0.00 | 0.00 |
| Dept 901 - CAPITAL OUTLAY | | | | | |
| 976.306 CAPITAL OUTLAY-PARKS EQUIPMENT | 142,420.75 | 48,000.00 | 48,000.00 | 25,000.00 | 52.08 |
| Total Dept 901 - CAPITAL OUTLAY | 142,420.75 | 48,000.00 | 48,000.00 | 25,000.00 | 52.08 |
| TOTAL EXPENDITURES | 448,469.23 | 48,000.00 | 48,000.00 | 25,000.00 | 52.08 |
| Fund 285 - AMERICAN RESCUE PLAN ACT (ARPA): | | | | | |
| TOTAL REVENUES | 455,326.16 | 49,600.00 | 49,600.00 | 31,375.40 | 63.26 |
| TOTAL EXPENDITURES | 448,469.23 | 48,000.00 | 48,000.00 | 25,000.00 | 52.08 |
| NET OF REVENUES & EXPENDITURES | 6,856.93 | 1,600.00 | 1,600.00 | 6,375.40 | 398.46 |

| ACCOUNT DESCRIPTION | END BALANCE | 2023 | | YTD BALANCE | % BDGT USED |
|--|-------------------------------|--------------------|-------------------|-------------------------------|----------------|
| | 12/31/2022 RMAL (ABNORMAL) | ORIGINAL BUDGET | AMENDED BUDGET | 03/31/2023 RMAL (ABNORMAL) | |
| Fund 288 - TRIBAL 2% GRANTS FUND | | | | | |
| Revenues | | | | | |
| Dept 000 - NONE | | | | | |
| 582.000 CONTRIBUTION FROM TRIBE | 424,875.17 | 0.00 | 0.00 | 0.00 | 0.00 |
| 665.000 INTEREST EARNED | 700.44 | 350.00 | 350.00 | 836.72 | 239.06 |
| Total Dept 000 - NONE | 425,575.61 | 350.00 | 350.00 | 836.72 | 239.06 |
| TOTAL REVENUES | 425,575.61 | 350.00 | 350.00 | 836.72 | 239.06 |
| Expenditures | | | | | |
| Dept 728 - ECONOMIC DEVELOPMENT | | | | | |
| 967.400 STREET/ROAD PROJECTS | 179,504.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 728 - ECONOMIC DEVELOPMENT | 179,504.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Dept 965 - TRANSFER OUT | | | | | |
| 995.285 TRANSFER OUT TO ARPA FUND | 170,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 965 - TRANSFER OUT | 170,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL EXPENDITURES | 349,504.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fund 288 - TRIBAL 2% GRANTS FUND: | | | | | |
| TOTAL REVENUES | 425,575.61 | 350.00 | 350.00 | 836.72 | 239.06 |
| TOTAL EXPENDITURES | 349,504.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| NET OF REVENUES & EXPENDITURES | 76,071.61 | 350.00 | 350.00 | 836.72 | 239.06 |

| ACCOUNT DESCRIPTION | END BALANCE | 2023 | | YTD BALANCE | % BGD USED |
|---|-------------------------------|---------------------|---------------------|---------------------------------------|---------------|
| | 12/31/2022 RMAL (ABNORMAL) | ORIGINAL BUDGET | AMENDED BUDGET | 2023 03/31/2023 RMAL (ABNORMAL) | |
| Fund 590 - SEWER FUND | | | | | |
| Revenues | | | | | |
| Dept 000 - NONE | | | | | |
| 456.000 CONNECTION FEE | 63,510.17 | 76,875.00 | 76,875.00 | 42,760.80 | 55.62 |
| 583.000 CONTRIBUTION FROM EDA FOR PROJECTS | 0.00 | 160,000.00 | 160,000.00 | 0.00 | 0.00 |
| 627.000 SERVICE | 1,461,243.98 | 1,541,548.00 | 1,541,548.00 | 385,298.94 | 24.99 |
| 627.100 DELINQUENT SEWER | 0.00 | (1,500.00) | (1,500.00) | 0.00 | 0.00 |
| 628.000 INSPECTION FEE | 490.00 | 2,000.00 | 2,000.00 | 1,075.00 | 53.75 |
| 655.000 FINES & FORFEITURES | 39,220.42 | 33,000.00 | 33,000.00 | 12,805.90 | 38.81 |
| 665.000 INTEREST EARNED | 16,555.99 | 12,500.00 | 12,500.00 | 17,717.74 | 141.74 |
| 670.000 DEBT RETIREMENT | 1,221,832.68 | 1,277,369.00 | 1,277,369.00 | 322,402.98 | 25.24 |
| 671.000 OTHER REVENUE | 2,378.62 | 3,000.00 | 3,000.00 | 0.00 | 0.00 |
| 673.000 GAIN/LOSS ON SALE(DISPOSAL)OF ASSETS | 7,500.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 687.000 REFUNDS & REBATES | 3,075.61 | 2,000.00 | 2,000.00 | 0.00 | 0.00 |
| Total Dept 000 - NONE | 2,815,807.47 | 3,106,792.00 | 3,106,792.00 | 782,061.36 | 25.17 |
| TOTAL REVENUES | 2,815,807.47 | 3,106,792.00 | 3,106,792.00 | 782,061.36 | 25.17 |
| Expenditures | | | | | |
| Dept 536 - WATER/SEWER SYSTEMS | | | | | |
| 702.000 SALARIES & WAGES | 268,781.58 | 278,077.00 | 278,077.00 | 70,557.62 | 25.37 |
| 702.500 OVERTIME | 8,500.51 | 10,800.00 | 10,800.00 | 3,718.64 | 34.43 |
| 702.700 LUMP SUM IN LIEU OF STEP | 4,331.79 | 0.00 | 0.00 | 0.00 | 0.00 |
| 705.000 LEAVE TIME PAYOUT | 0.00 | 6,700.00 | 6,700.00 | 0.00 | 0.00 |
| 708.000 UNEMPLOYMENT | 609.18 | 810.00 | 810.00 | 220.32 | 27.20 |
| 709.000 EMPLR FICA CONTR | 17,133.06 | 17,970.00 | 17,970.00 | 4,470.05 | 24.88 |
| 711.000 EMPLR MEDICARE CONTR | 4,007.41 | 4,203.00 | 4,203.00 | 1,045.52 | 24.88 |
| 712.000 TEMPORARY LABOR | 5,170.14 | 10,608.00 | 10,608.00 | 0.00 | 0.00 |
| 716.000 EMPLR RETIREMENT CONTR | 24,106.86 | 24,316.00 | 24,316.00 | 6,400.93 | 26.32 |
| 718.500 HEALTH INSURANCE | 90,317.02 | 101,026.00 | 101,026.00 | 25,893.63 | 25.63 |
| 718.700 HEALTH INS-EE CONTRIBUTIONS | (8,375.06) | (9,316.00) | (9,316.00) | (2,528.49) | 27.14 |
| 719.000 DENTAL INSURANCE | 4,298.86 | 4,697.00 | 4,697.00 | 1,324.95 | 28.21 |
| 719.800 VISION INSURANCE | 429.59 | 659.00 | 659.00 | 178.12 | 27.03 |
| 719.900 VISION INS-EE CONTRIBUTIONS | (215.33) | (329.00) | (329.00) | (89.10) | 27.08 |
| 724.000 WORKER'S COMP | 1,870.60 | 1,540.00 | 1,540.00 | 395.69 | 25.69 |
| 725.000 LIFE & DISABILITY BENEFIT | 1,235.46 | 1,382.00 | 1,382.00 | 341.56 | 24.71 |
| 726.000 COMPENSATED ABSENCES | (4,385.04) | 0.00 | 0.00 | 0.00 | 0.00 |
| 752.000 OFFICE SUPPLIES | 1,477.59 | 1,500.00 | 1,500.00 | 156.86 | 10.46 |
| 754.000 OPERATING SUPPLIES | 5,027.02 | 5,500.00 | 5,500.00 | 955.85 | 17.38 |
| 759.000 GAS/FUEL | 10,724.72 | 12,500.00 | 12,500.00 | 2,552.39 | 20.42 |
| 767.000 UNIFORMS | 968.89 | 2,000.00 | 2,000.00 | 100.00 | 5.00 |
| 801.000 PROFESSIONAL & CONTRACTUAL SERVICES | 23,004.29 | 98,210.00 | 98,210.00 | 12,158.82 | 12.38 |
| 826.000 LEGAL FEES | 1,740.00 | 20,000.00 | 20,000.00 | 0.00 | 0.00 |
| 850.000 COMMUNICATIONS | 2,300.77 | 2,510.00 | 2,510.00 | 1,209.75 | 48.20 |
| 851.000 MAIL/POSTAGE | 1,828.81 | 4,000.00 | 4,000.00 | 600.00 | 15.00 |
| 860.000 TRANSPORTATION/MILEAGE REIMBURSMNT | 685.59 | 800.00 | 800.00 | 171.54 | 21.44 |
| 890.000 SAFETY | 2,530.92 | 6,000.00 | 6,000.00 | 960.68 | 16.01 |
| 900.000 PRINTING & PUBLISHING | 401.70 | 1,500.00 | 1,500.00 | 250.15 | 16.68 |
| 910.000 PROFESSIONAL DEVELOPMENT | 392.50 | 2,500.00 | 2,500.00 | 172.50 | 6.90 |
| 910.100 SEMINAR LODGING | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 910.200 SEMINAR MEALS | 0.00 | 100.00 | 100.00 | 0.00 | 0.00 |
| 915.000 MEMBERSHIP & DUES | 432.50 | 500.00 | 500.00 | 43.50 | 8.70 |
| 920.000 ELECTRIC/NATURAL GAS | 83,941.61 | 102,000.00 | 102,000.00 | 25,172.48 | 24.68 |
| 930.000 REPAIRS | 5,861.23 | 180,000.00 | 180,000.00 | 17,637.90 | 9.80 |
| 930.001 MAINT-EQUIPMENT | 2,842.50 | 25,000.00 | 25,000.00 | 421.86 | 1.69 |
| 930.200 MAINT-GROUNDS | 786.62 | 2,000.00 | 2,000.00 | 146.61 | 7.33 |
| 930.300 MAINT-BUILDINGS | 2,698.45 | 5,000.00 | 5,000.00 | 1,662.50 | 33.25 |
| 933.000 MAINT-VEHICLES | 1,521.72 | 6,000.00 | 6,000.00 | 267.09 | 4.45 |
| 933.500 MAINT-LIFT STATIONS | 17,045.64 | 146,000.00 | 146,000.00 | 2,995.06 | 2.05 |
| 933.700 SOFTWARE SUPPORT/MAINTENANCE AGREEMENTS | 2,421.31 | 2,530.00 | 2,530.00 | 1,225.10 | 48.42 |
| 934.300 OPTO 22 MAINTENANCE | 257.49 | 10,000.00 | 10,000.00 | 0.00 | 0.00 |
| 934.500 MAINT. AGREEMENT ON EQUIPMENT | 5,747.31 | 9,700.00 | 9,700.00 | 5,799.71 | 59.79 |
| 935.000 PROPERTY/LIABILITY INSURANCE | 22,820.59 | 23,500.00 | 23,500.00 | 20,762.29 | 88.35 |
| 955.000 MISC. | 20.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 972.013 HOOKUP LABOR & MATERIAL | 587.50 | 10,000.00 | 10,000.00 | 0.00 | 0.00 |
| 973.000 CAPITAL PROJECTS-SEWER SYSTEM | 0.00 | 1,789,100.00 | 1,789,100.00 | 18,097.99 | 1.01 |
| 977.000 NEW EQUIPMENT PURCHASE | 3,078.07 | 7,500.00 | 7,500.00 | 391.99 | 5.23 |
| 980.000 NEW OFFICE EQUIPMENT & FURNITURE | 437.67 | 1,000.00 | 1,000.00 | 75.00 | 7.50 |
| 980.100 NEW COMPUTER HARDWARE & SOFTWARE | 1,841.12 | 0.00 | 0.00 | 0.00 | 0.00 |
| 980.400 SECURITY | 2,670.00 | 5,000.00 | 5,000.00 | 0.00 | 0.00 |
| 981.000 NEW VEHICLE PURCHASE | 0.00 | 30,000.00 | 30,000.00 | 0.00 | 0.00 |
| Total Dept 536 - WATER/SEWER SYSTEMS | 623,910.76 | 2,966,093.00 | 2,966,093.00 | 225,917.06 | 7.62 |

| ACCOUNT DESCRIPTION | END BALANCE | 2023 | | YTD BALANCE | % BGD USED |
|--|-------------------------------|---------------------|---------------------|---------------------------------------|---------------|
| | 12/31/2022 RMAL (ABNORMAL) | ORIGINAL BUDGET | AMENDED BUDGET | 2023 03/31/2023 RMAL (ABNORMAL) | |
| Fund 590 - SEWER FUND | | | | | |
| Expenditures | | | | | |
| 702.000 SALARIES & WAGES | 283,106.53 | 287,927.00 | 287,927.00 | 60,301.02 | 20.94 |
| 702.500 OVERTIME | 9,830.97 | 13,000.00 | 13,000.00 | 2,191.11 | 16.85 |
| 702.700 LUMP SUM IN LIEU OF STEP | 5,285.94 | 0.00 | 0.00 | 0.00 | 0.00 |
| 705.000 LEAVE TIME PAYOUT | 16,889.09 | 0.00 | 0.00 | 0.00 | 0.00 |
| 708.000 UNEMPLOYMENT | 617.50 | 713.00 | 713.00 | 190.00 | 26.65 |
| 709.000 EMPLR FICA CONTR | 18,734.26 | 17,720.00 | 17,720.00 | 3,753.70 | 21.18 |
| 711.000 EMPLR MEDICARE CONTR | 4,381.39 | 4,144.00 | 4,144.00 | 877.89 | 21.18 |
| 716.000 EMPLR RETIREMENT CONTR | 28,360.18 | 27,083.00 | 27,083.00 | 5,624.29 | 20.77 |
| 718.500 HEALTH INSURANCE | 112,500.21 | 128,925.00 | 128,925.00 | 24,297.05 | 18.85 |
| 718.700 HEALTH INS-EE CONTRIBUTIONS | (12,649.96) | (14,562.00) | (14,562.00) | (2,825.31) | 19.40 |
| 719.000 DENTAL INSURANCE | 6,654.52 | 7,975.00 | 7,975.00 | 1,501.68 | 18.83 |
| 719.800 VISION INSURANCE | 995.17 | 1,105.00 | 1,105.00 | 195.60 | 17.70 |
| 719.900 VISION INS-EE CONTRIBUTIONS | (490.33) | (553.00) | (553.00) | (97.80) | 17.69 |
| 724.000 WORKER'S COMP | 3,053.67 | 2,425.00 | 2,425.00 | 497.62 | 20.52 |
| 725.000 LIFE & DISABILITY BENEFIT | 1,537.97 | 1,760.00 | 1,760.00 | 333.06 | 18.92 |
| 743.000 CHEMICALS | 61,622.40 | 60,000.00 | 60,000.00 | 18,123.99 | 30.21 |
| 744.000 LAB EQUIPMENT & SUPPLIES | 31,434.64 | 30,000.00 | 30,000.00 | 6,273.27 | 20.91 |
| 752.000 OFFICE SUPPLIES | 589.99 | 700.00 | 700.00 | 198.28 | 28.33 |
| 754.000 OPERATING SUPPLIES | 12,139.16 | 12,000.00 | 12,000.00 | 1,145.73 | 9.55 |
| 759.000 GAS/FUEL | 5,501.08 | 5,000.00 | 5,000.00 | 707.36 | 14.15 |
| 767.000 UNIFORMS | 864.79 | 2,000.00 | 2,000.00 | 100.00 | 5.00 |
| 774.100 BIOXIDE | 75,915.28 | 80,000.00 | 80,000.00 | 24,863.11 | 31.08 |
| 801.000 PROFESSIONAL & CONTRACTUAL SERVICES | 24,943.12 | 28,450.00 | 28,450.00 | 8,963.97 | 31.51 |
| 801.200 CONT. SERV. - BIOSOLIDS LAND APPL. | 28,111.20 | 37,400.00 | 37,400.00 | 747.70 | 2.00 |
| 801.300 CONT. SERV. - LAB ANALYSIS | 3,548.93 | 7,000.00 | 7,000.00 | 3,241.50 | 46.31 |
| 850.000 COMMUNICATIONS | 4,401.30 | 4,800.00 | 4,800.00 | 1,946.26 | 40.55 |
| 851.000 MAIL/POSTAGE | 168.50 | 750.00 | 750.00 | 87.56 | 11.67 |
| 860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT | 108.09 | 500.00 | 500.00 | 0.00 | 0.00 |
| 890.000 SAFETY | 2,115.17 | 5,000.00 | 5,000.00 | 476.59 | 9.53 |
| 900.000 PRINTING & PUBLISHING | 155.45 | 500.00 | 500.00 | 0.00 | 0.00 |
| 910.000 PROFESSIONAL DEVELOPMENT | 2,404.20 | 5,000.00 | 5,000.00 | 711.40 | 14.23 |
| 910.100 SEMINAR LODGING | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 910.200 SEMINAR MEALS | 0.00 | 100.00 | 100.00 | 0.00 | 0.00 |
| 915.000 MEMBERSHIP & DUES | 307.00 | 500.00 | 500.00 | 83.00 | 16.60 |
| 917.000 WATER & SEWER CHARGES | 6,624.72 | 10,000.00 | 10,000.00 | 1,932.14 | 19.32 |
| 920.000 ELECTRIC/NATURAL GAS | 148,585.50 | 176,000.00 | 176,000.00 | 43,903.25 | 24.95 |
| 923.000 PROPANE | 2,225.28 | 3,500.00 | 3,500.00 | 967.29 | 27.64 |
| 930.001 MAINT-EQUIPMENT | 4,496.88 | 6,000.00 | 6,000.00 | 1,676.72 | 27.95 |
| 930.200 MAINT-GROUNDS | 1,822.40 | 3,500.00 | 3,500.00 | 227.02 | 6.49 |
| 930.300 MAINT-BUILDINGS | 2,834.91 | 15,000.00 | 15,000.00 | 0.00 | 0.00 |
| 933.000 MAINT-VEHICLES | 1,265.68 | 3,000.00 | 3,000.00 | 0.00 | 0.00 |
| 934.300 OPTO 22 MAINTENANCE | 5,610.52 | 10,000.00 | 10,000.00 | 1,645.95 | 16.46 |
| 934.500 MAINT. AGREEMENT ON EQUIPMENT | 2,582.74 | 5,500.00 | 5,500.00 | 750.00 | 13.64 |
| 934.981 SAMPLING EQUIPMENT MAINT. | 132.25 | 4,000.00 | 4,000.00 | 577.01 | 14.43 |
| 934.982 PRELIMINARY TREAT EQUIPM. MAINT. | 5,558.43 | 25,000.00 | 25,000.00 | 2,010.18 | 8.04 |
| 934.983 SECONDARY TREAT EQUIP. MAINT. | 14,867.49 | 25,000.00 | 25,000.00 | 13,023.27 | 52.09 |
| 934.984 SOLIDS EQUIPMENT MAINT. | 11,165.17 | 25,000.00 | 25,000.00 | 3,638.22 | 14.55 |
| 934.985 DISINFECTION EQUIPMENT MAINT. | 373.45 | 6,000.00 | 6,000.00 | 0.00 | 0.00 |
| 934.986 INSTRUMENTATION EQUIPMENT MAINT. | 1,238.77 | 6,000.00 | 6,000.00 | 686.07 | 11.43 |
| 934.987 TERTIARY FILTER MAINT. | 1,713.12 | 10,000.00 | 10,000.00 | 568.67 | 5.69 |
| 935.000 PROPERTY/LIABILITY INSURANCE | 17,416.82 | 18,000.00 | 18,000.00 | 15,900.31 | 88.34 |
| 949.000 IPP | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 958.100 PERMITS & FEES | 6,275.48 | 13,000.00 | 13,000.00 | 5,500.00 | 42.31 |
| 977.000 NEW EQUIPMENT PURCHASE | 853.38 | 5,000.00 | 5,000.00 | 0.00 | 0.00 |
| 980.000 NEW OFFICE EQUIPMENT & FURNITURE | 0.00 | 750.00 | 750.00 | 0.00 | 0.00 |
| 980.100 NEW COMPUTER HARDWARE & SOFTWARE | 2,670.00 | 0.00 | 0.00 | 1,508.99 | 100.00 |
| Total Dept 540 - WWTP | 971,450.40 | 1,128,612.00 | 1,128,612.00 | 259,024.72 | 22.95 |
| Dept 906 - DEBT SERVICE | | | | | |
| 996.003 BOND INTEREST-RURAL DEVELOPMENT | 142,082.80 | 139,500.00 | 139,500.00 | 0.00 | 0.00 |
| Total Dept 906 - DEBT SERVICE | 142,082.80 | 139,500.00 | 139,500.00 | 0.00 | 0.00 |
| Dept 960 - DEPRECIATION TREAT EXPENSE | | | | | |
| 969.000 DEPRECIATION EXPENSE | 755,733.06 | 780,000.00 | 780,000.00 | 0.00 | 0.00 |
| Total Dept 960 - DEPRECIATION EXPENSE | 755,733.06 | 780,000.00 | 780,000.00 | 0.00 | 0.00 |
| TOTAL EXPENDITURES | 2,493,177.02 | 5,014,205.00 | 5,014,205.00 | 484,941.78 | 9.67 |

| ACCOUNT DESCRIPTION | END BALANCE | 2023 | | YTD BALANCE | % BDGT USED |
|--------------------------------|-------------------------------|--------------------|-------------------|-------------------------------|----------------|
| | 12/31/2022 RMAL (ABNORMAL) | ORIGINAL BUDGET | AMENDED BUDGET | 03/31/2023 RMAL (ABNORMAL) | |
| Fund 590 - SEWER FUND | | | | | |
| Fund 590 - SEWER FUND: | | | | | |
| TOTAL REVENUES | 2,815,807.47 | 3,106,792.00 | 3,106,792.00 | 782,061.36 | 25.17 |
| TOTAL EXPENDITURES | 2,493,177.02 | 5,014,205.00 | 5,014,205.00 | 484,941.78 | 9.67 |
| NET OF REVENUES & EXPENDITURES | 322,630.45 | (1,907,413.00) | (1,907,413.00) | 297,119.58 | 15.58 |

| ACCOUNT DESCRIPTION | END BALANCE | 2023 | | YTD BALANCE | % BGDG USED |
|---|-------------------------------|---------------------|------------------------|-------------------------------|----------------|
| | 12/31/2022 RMAL (ABNORMAL) | ORIGINAL BUDGET | 2023 AMENDED BUDGET | 03/31/2023 RMAL (ABNORMAL) | |
| Fund 591 - WATER FUND | | | | | |
| Revenues | | | | | |
| Dept 000 - NONE | | | | | |
| 450.000 WATER SALES | 1,544,655.31 | 1,495,000.00 | 1,495,000.00 | 373,397.87 | 24.98 |
| 450.100 BULK WATER SALES | 3,527.65 | 1,200.00 | 1,200.00 | 0.00 | 0.00 |
| 450.200 FINAL READ | 4,446.00 | 4,000.00 | 4,000.00 | 858.00 | 21.45 |
| 450.300 TURN-OFF | 7,128.00 | 4,000.00 | 4,000.00 | 1,305.00 | 32.63 |
| 452.000 LATERALS | 4,631.04 | 5,000.00 | 5,000.00 | 0.00 | 0.00 |
| 454.000 BENEFIT FEES | 31,835.23 | 50,000.00 | 50,000.00 | 29,628.36 | 59.26 |
| 459.000 CONNECTION FEES | 45,010.50 | 60,000.00 | 60,000.00 | 2,660.00 | 4.43 |
| 479.000 REVENUE-REPLACEMENT METERS | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 539.000 STATE GRANTS | 0.00 | 38,700.00 | 38,700.00 | 0.00 | 0.00 |
| 628.000 INSPECTION FEE | 3,993.50 | 1,500.00 | 1,500.00 | 1,761.00 | 117.40 |
| 655.000 FINES & FORFEITURES | 20,452.98 | 20,000.00 | 20,000.00 | 6,236.81 | 31.18 |
| 665.000 INTEREST EARNED | 16,530.63 | 10,500.00 | 10,500.00 | 18,955.64 | 180.53 |
| 665.100 INTEREST EARNED-SPEC ASSESS | 867.21 | 0.00 | 0.00 | 0.00 | 0.00 |
| 667.300 LEASES - TOWER RENTAL | 56,387.41 | 56,000.00 | 56,000.00 | 14,609.85 | 26.09 |
| 671.000 OTHER REVENUE | 9,296.22 | 8,000.00 | 8,000.00 | 0.00 | 0.00 |
| 673.000 GAIN/LOSS ON SALE(DISPOSAL)OF ASSETS | 7,500.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 687.000 REFUNDS & REBATES | 1,649.11 | 1,500.00 | 1,500.00 | 0.00 | 0.00 |
| Total Dept 000 - NONE | 1,757,910.79 | 1,756,400.00 | 1,756,400.00 | 449,412.53 | 25.59 |
| TOTAL REVENUES | 1,757,910.79 | 1,756,400.00 | 1,756,400.00 | 449,412.53 | 25.59 |
| Expenditures | | | | | |
| Dept 536 - WATER/SEWER SYSTEMS | | | | | |
| 702.000 SALARIES & WAGES | 414,589.65 | 415,205.00 | 415,205.00 | 102,714.85 | 24.74 |
| 702.500 OVERTIME | 35,904.40 | 41,000.00 | 41,000.00 | 7,441.34 | 18.15 |
| 702.700 LUMP SUM IN LIEU OF STEP | 6,262.63 | 0.00 | 0.00 | 0.00 | 0.00 |
| 705.000 LEAVE TIME PAYOUT | 0.00 | 6,700.00 | 6,700.00 | 0.00 | 0.00 |
| 708.000 UNEMPLOYMENT | 886.11 | 957.00 | 957.00 | 290.94 | 30.40 |
| 709.000 EMPLR FICA CONTR | 27,580.12 | 27,940.00 | 27,940.00 | 6,642.34 | 23.77 |
| 711.000 EMPLR MEDICARE CONTR | 6,449.52 | 6,534.00 | 6,534.00 | 1,553.31 | 23.77 |
| 712.000 TEMPORARY LABOR | 5,128.71 | 10,608.00 | 10,608.00 | 0.00 | 0.00 |
| 716.000 EMPLR RETIREMENT CONTR | 39,728.77 | 39,375.00 | 39,375.00 | 9,619.40 | 24.43 |
| 718.500 HEALTH INSURANCE | 142,445.71 | 152,596.00 | 152,596.00 | 35,980.06 | 23.58 |
| 718.700 HEALTH INS-EE CONTRIBUTIONS | (14,772.42) | (15,649.00) | (15,649.00) | (3,781.65) | 24.17 |
| 719.000 DENTAL INSURANCE | 7,855.16 | 8,177.00 | 8,177.00 | 1,871.43 | 22.89 |
| 719.800 VISION INSURANCE | 842.30 | 1,045.00 | 1,045.00 | 268.02 | 25.65 |
| 719.900 VISION INS-EE CONTRIBUTIONS | (422.07) | (522.00) | (522.00) | (133.96) | 25.66 |
| 724.000 WORKER'S COMP | 6,558.85 | 5,940.00 | 5,940.00 | 1,311.66 | 22.08 |
| 725.000 LIFE & DISABILITY BENEFIT | 1,994.46 | 2,151.00 | 2,151.00 | 489.83 | 22.77 |
| 726.000 COMPENSATED ABSENCES | 3,795.07 | 0.00 | 0.00 | 0.00 | 0.00 |
| 752.000 OFFICE SUPPLIES | 1,562.00 | 1,600.00 | 1,600.00 | 156.88 | 9.81 |
| 753.000 PROCESS CHEMICALS/CHLORINE | 67,646.94 | 65,000.00 | 65,000.00 | 16,597.08 | 25.53 |
| 754.000 OPERATING SUPPLIES | 10,349.23 | 13,000.00 | 13,000.00 | 2,987.59 | 22.98 |
| 759.000 GAS/FUEL | 15,043.93 | 12,000.00 | 12,000.00 | 2,552.37 | 21.27 |
| 767.000 UNIFORMS | 1,068.88 | 2,000.00 | 2,000.00 | 100.00 | 5.00 |
| 774.100 MXU | 5,920.00 | 10,000.00 | 10,000.00 | 0.00 | 0.00 |
| 800.000 WELL HEAD PROTECTION | 0.00 | 500.00 | 500.00 | 0.00 | 0.00 |
| 801.000 PROFESSIONAL & CONTRACTUAL SERVICES | 81,392.54 | 95,200.00 | 95,200.00 | 26,541.92 | 27.88 |
| 801.002 LAB FEES | 10,693.73 | 30,000.00 | 30,000.00 | 3,153.38 | 10.51 |
| 801.025 HYDRANT FLUSHING | 0.00 | (30,000.00) | (30,000.00) | 0.00 | 0.00 |
| 801.800 WATER STUDY | 12,500.00 | 75,000.00 | 75,000.00 | 2,625.00 | 3.50 |
| 826.000 LEGAL FEES | 1,260.00 | 10,000.00 | 10,000.00 | 0.00 | 0.00 |
| 850.000 COMMUNICATIONS | 7,645.01 | 8,750.00 | 8,750.00 | 4,251.84 | 48.59 |
| 851.000 MAIL/POSTAGE | 2,051.49 | 5,700.00 | 5,700.00 | 710.85 | 12.47 |
| 860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT | 611.55 | 1,200.00 | 1,200.00 | 126.21 | 10.52 |
| 890.000 SAFETY | 3,639.19 | 6,000.00 | 6,000.00 | 789.25 | 13.15 |
| 900.000 PRINTING & PUBLISHING | 4,625.84 | 5,200.00 | 5,200.00 | 250.15 | 4.81 |
| 910.000 PROFESSIONAL DEVELOPMENT | 1,617.50 | 5,000.00 | 5,000.00 | 527.50 | 10.55 |
| 910.100 SEMINAR LODGING | 0.00 | 1,000.00 | 1,000.00 | 0.00 | 0.00 |
| 910.200 SEMINAR MEALS | 16.96 | 450.00 | 450.00 | 0.00 | 0.00 |
| 915.000 MEMBERSHIP & DUES | 1,067.50 | 1,200.00 | 1,200.00 | 43.50 | 3.63 |
| 920.000 ELECTRIC/NATURAL GAS | 141,658.35 | 173,000.00 | 173,000.00 | 41,128.99 | 23.77 |
| 930.000 REPAIRS | 60,999.32 | 105,000.00 | 105,000.00 | 770.56 | 0.73 |
| 930.001 MAINT-EQUIPMENT | 6,540.87 | 15,000.00 | 15,000.00 | 86.09 | 0.57 |
| 930.200 MAINT-GROUNDS | 1,297.28 | 6,000.00 | 6,000.00 | 146.61 | 2.44 |
| 930.300 MAINT-BUILDINGS | 4,994.48 | 5,000.00 | 5,000.00 | 2,842.86 | 56.86 |
| 933.000 MAINT-VEHICLES | 1,559.47 | 6,000.00 | 6,000.00 | 637.44 | 10.62 |
| 933.100 MAINT-WATER WELLS | 580.00 | 38,500.00 | 38,500.00 | 164.62 | 0.43 |
| 933.200 MAINT-TREATMENT PLANTS | 15,158.87 | 74,000.00 | 74,000.00 | 5,129.05 | 6.93 |
| 933.300 MAINT-WATER TOWERS | 7,712.58 | 5,000.00 | 5,000.00 | 0.00 | 0.00 |
| 933.700 SOFTWARE SUPPORT/MAINTENANCE AGREEMENTS | 2,421.29 | 2,530.00 | 2,530.00 | 1,225.11 | 48.42 |
| 934.300 OPTO 22 MAINTENANCE | 4,703.03 | 16,000.00 | 16,000.00 | 0.00 | 0.00 |
| 934.500 MAINT. AGREEMENT ON EQUIPMENT | 7,078.84 | 4,300.00 | 4,300.00 | 4,077.41 | 94.82 |

| ACCOUNT DESCRIPTION | END BALANCE | 2023 | | YTD BALANCE | % BDGT USED |
|--|-------------------------------|---------------------|------------------------|-------------------------------|----------------|
| | 12/31/2022 RMAL (ABNORMAL) | ORIGINAL BUDGET | 2023 AMENDED BUDGET | 03/31/2023 RMAL (ABNORMAL) | |
| Fund 591 - WATER FUND | | | | | |
| Expenditures | | | | | |
| 935.000 PROPERTY/LIABILITY INSURANCE | 26,099.98 | 27,000.00 | 27,000.00 | 23,827.40 | 88.25 |
| 940.500 ROYALTIES | 5,390.00 | 5,000.00 | 5,000.00 | 689.56 | 13.79 |
| 972.000 CAPITAL PROJECTS-WATER SYSTEM | 0.00 | 814,000.00 | 814,000.00 | 24,222.99 | 2.98 |
| 972.013 HOOKUP LABOR & MATERIAL | 81,702.64 | 60,000.00 | 60,000.00 | 1,865.00 | 3.11 |
| 977.000 NEW EQUIPMENT PURCHASE | 4,801.12 | 28,500.00 | 28,500.00 | 4,222.99 | 14.82 |
| 977.600 METER REPLACEMENT PROGRAM | 47,336.61 | 30,000.00 | 30,000.00 | 2,430.03 | 8.10 |
| 980.000 NEW OFFICE EQUIPMENT & FURNITURE | 437.67 | 1,000.00 | 1,000.00 | 74.99 | 7.50 |
| 980.100 NEW COMPUTER HARDWARE & SOFTWARE | 4,721.97 | 2,000.00 | 2,000.00 | 141.00 | 7.05 |
| 981.000 NEW VEHICLE PURCHASE | 0.00 | 30,000.00 | 30,000.00 | 0.00 | 0.00 |
| Total Dept 536 - WATER/SEWER SYSTEMS | 1,338,733.63 | 2,468,687.00 | 2,468,687.00 | 339,363.79 | 13.75 |
| Dept 906 - DEBT SERVICE | | | | | |
| 990.000 BOND ISSUE COST AMORTIZATION | 1,578.75 | 1,579.00 | 1,579.00 | 0.00 | 0.00 |
| 996.001 BOND - PAYING AGENT FEES | 750.00 | 800.00 | 800.00 | 0.00 | 0.00 |
| 996.002 BOND INTEREST - (2010 WATER) | 46,792.79 | 42,800.00 | 42,800.00 | 21,908.75 | 51.19 |
| Total Dept 906 - DEBT SERVICE | 49,121.54 | 45,179.00 | 45,179.00 | 21,908.75 | 48.49 |
| Dept 960 - DEPRECIATION EXPENSE | | | | | |
| 969.000 DEPRECIATION EXPENSE | 409,951.77 | 425,000.00 | 425,000.00 | 0.00 | 0.00 |
| Total Dept 960 - DEPRECIATION EXPENSE | 409,951.77 | 425,000.00 | 425,000.00 | 0.00 | 0.00 |
| TOTAL EXPENDITURES | 1,797,806.94 | 2,938,866.00 | 2,938,866.00 | 361,272.54 | 12.29 |
| Fund 591 - WATER FUND: | | | | | |
| TOTAL REVENUES | 1,757,910.79 | 1,756,400.00 | 1,756,400.00 | 449,412.53 | 25.59 |
| TOTAL EXPENDITURES | 1,797,806.94 | 2,938,866.00 | 2,938,866.00 | 361,272.54 | 12.29 |
| NET OF REVENUES & EXPENDITURES | (39,896.15) | (1,182,466.00) | (1,182,466.00) | 88,139.99 | 7.45 |
| TOTAL REVENUES - ALL FUNDS | | | | | |
| TOTAL REVENUES - ALL FUNDS | 10,168,085.45 | 9,089,262.00 | 9,089,262.00 | 2,929,196.52 | 32.23 |
| TOTAL EXPENDITURES - ALL FUNDS | 9,760,605.52 | 13,600,482.00 | 13,600,482.00 | 1,759,851.59 | 12.94 |
| NET OF REVENUES & EXPENDITURES | 407,479.93 | (4,511,220.00) | (4,511,220.00) | 1,169,344.93 | 25.92 |

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? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Did the report lay out the Manager's interpretation or an operational definition of the policy? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Is the interpretation justified or is proof provided to explain why the interpretation is reasonable? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. Was I convinced that the interpretation is justified and reasonable? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5. Did the interpretation address all aspects of the policy? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 6. Does the data show compliance with the Manager's interpretation of our policy? | <input type="checkbox"/> Yes | <input type="checkbox"/> 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 _____

Charter Township of Union



To: Township Board of Trustees
From: Mark Stuhldreher, Township Manager
Subject: Policy Governance Review
Date: April 20, 2023

Policy Review: 2.6 Asset Protection
Type of Review: Internal by Manager
Review Interval: Annual
Review Month: April 2023

Policy Wording

Township Management shall not allow corporate assets to be unprotected, inadequately maintained, or unnecessarily risked.

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

- 2.6.1 Fail to insure against theft and casualty losses to at least 80% percent replacement value and against liability losses to board members, staff, and the organization itself in an amount greater than the average for comparable organizations.
- 2.6.2 Allow un-bonded personnel access to material amounts of funds.
- 2.6.3 Subject plant and equipment to improper wear and tear or insufficient maintenance.
- 2.6.4 Operate without proper risk management toward continuous operations and services.
- 2.6.5 Unnecessarily expose the organization, its board, or staff to claims of liability.
- 2.6.6 Make any asset purchase: (a) wherein normally prudent protection has not been given against conflict of interest; (b) without having obtained comparative prices and quality; (c) without a stringent method of assuring the balance of long-term quality and cost.
 - A. Exception: sole source vendors
 - B. Exception: emergency purchases
- 2.6.7 Fail to protect intellectual property, information and files from loss or significant damage.

- 2.6.8 Receive, process, or disburse funds under controls which are insufficient to meet the Board-appointed auditor's standards.
- 2.6.9 Invest or hold operating capital in insecure instruments, including uninsured checking accounts and bonds of less than AA rating at any time, or in noninterest-bearing accounts except where necessary to facilitate ease in operational transactions.
- 2.6.10 Endanger the organization's public image or credibility, particularly in ways that would hinder its accomplishment of mission.
- 2.6.11 Fail to operate without seeking best practices and continuous improvement in operations.

Manager Interpretation

Township Manager interprets this policy to indicate that the Township Board of Trustees wants to ensure that the township: 1) has adequate theft and casualty insurance, 2) that there is appropriate and timely maintenance on equipment, 3) that the organization is not exposed to claims of liability or operate without proper risk management toward continuous operations, 4) that funds are accounted for according to auditor's and generally accepted accounting standards, 5) that the township, when making purchase ensures that proper procurement practices have been followed, 6) that the organization's public image is not endangered or that the township fails to operate or seek to operate in a manner consistent with best practices.

Justification of Reasonability of Interpretation

The Township Manager's interpretation utilizes the subunits of the policy that is clearly written and approved by the Board of Trustees.

Data

- Township physical assets are currently insured under the Michigan Township Association PAR Plan which is updated annually-see attached 2023 Renewal Certificate of Insurance.
- A risk control site visit was conducted by the insurance underwriter in December 2022. Recommendations are currently under review
- Rolling stock fleet is regularly maintained and/or replaced to ensure employee safety.
- Training to reduce risk of injury in the Public Services Department included:
 - MIOSHA Safety Training held annually
 - Excavation, Trenching, and Shoring Awareness safety training conducted in annually
- Community and Economic Development Department staff participated in various professional training events covering a variety of procedural and technical topics throughout the year to stay up-to-date related to specific areas of expertise
- Ongoing maintenance and repair of the Economic Development Authority's streetlighting system, benches, and other streetscape improvements ensure that the Township's investments into these public improvements are protected and functional for residents and visitors

- Each month the Township Hall exit, and emergency lights are tested for function and repaired or replaced as needed to maintain full operation.
- All of the Township Hall's smoke/carbon monoxide detectors were inspected in 2022
- The Community and Economic Development Department staff performs building plan reviews and process permit applications in a timely manner to ensure compliance with state building codes and Township ordinances and if needed addresses any deficiencies or issues.
- Water and Wastewater infrastructure and equipment is maintained on a regular basis per an Asset Management Plan, which is updated annually.
 - Sanitary Survey Inspection completed
 - Repairs of water shut off boxes, fire hydrants, and water valves throughout township distribution system are done as needed
 - Installation inspection, pressure testing, and sampling of new water mains and fire hydrants as necessary
 - Completed touchpad, meter, and mxu maintenance throughout the year
 - Monthly maintenance of chlorine injectors and pump tubes is done
 - Serviced and cleaned generators, backhoe, and other township equipment throughout the year
 - Sanitary sewer collection system maintenance and repairs were completed including the rehabilitation and relining of mains, manholes repaired, sanitary sewer line cleaning, pump station alarm tested, and wet well cleaning
 - Yearly generator inspections and service by Wolverine Power – follow up maintenance completed by township staff
- Purchases are made following a procurement process that requires board approval and competitive bidding
- Computer backups are performed daily, and testing is performed three times per year to ensure the process of restoring data using backup files is working properly
- IT security awareness training occurred throughout the year
- Auditors are contacted on a regular basis when questions arise related to proper internal controls or the handling of unusual financial transactions
- Cash is invested in appropriate securities to promote safety of principal while also attempting to maximize yield. See attached 2022 YE investment report.
- Finance Director maintains list of assets that is verified by auditors
- Filed and posted the Township's financial information timely to meet the State's requirements for continued receipt of CVTRS State Revenue Sharing dollars
- Finance Director attends training regularly through the Michigan Government Finance Officers Association and other sources to seek out advice in best practices and continuous improvements in financial operations
- FY 2021 Audited Financial Statements by external auditors received an opinion that statements fairly reflected the financial condition of the organization in all material respects

Compliance

Based on the data presented, the Township Management Team is in compliance with the policy as stated.

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: 2.6 – Asset Protection

Date: April 2023

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 the 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

U.S. SPECIALTY INSURANCE COMPANY

RENEWAL CERTIFICATE



TOKIOMARINE
HCC

Michigan Township Participating Plan



Master Policy No. HMTP-0110000
Certificate No. HMTP-312160
Renewal of HMTP-302160

NAMED INSURED AND ADDRESS:
UNION CHARTER TOWNSHIP
2010 S. LINCOLN ROAD

MT. PLEASANT, MI 48858
ISABELLA COUNTY

AGENT NAME AND ADDRESS:
BERENDS HENDRICKS STUIT INSURANCE
AGENCY, INC.
3055 44th STREET SW

GRANDVILLE, MI 49418
AGENT NO. 99900

POLICY PERIOD: From: 11/01/2022 To: 11/01/2023
at 12:01 a.m. Standard Time at your mailing address shown above.

PAYMENT PLAN: ANNUAL

BUSINESS DESCRIPTION: GOVERNMENTAL SUBDIVISION

In return for the payment of the premium, and subject to all terms of this policy, we agree with you to provide the insurance as stated in the policy.

This policy consists of the following coverage parts for which a premium is indicated. This premium may be subject to adjustment. Please note that the various coverage parts are afforded by different risk carriers.

The following **COVERAGE PARTS** are provided by U.S. SPECIALTY INSURANCE COMPANY ("USSIC"):

| | PREMIUM |
|--|------------------|
| Commercial Property Coverage Part | \$ INCLUDED |
| Equipment Breakdown Coverage Part | \$ INCLUDED |
| Commercial Inland Marine Coverage Part | \$ INCLUDED |
| Commercial Crime Coverage Part | \$ INCLUDED |
| Commercial General Liability Coverage Part | \$ INCLUDED |
| Employee Benefits Liability Coverage Part | \$ INCLUDED |
| Law Enforcement Liability Coverage Part | \$ INCLUDED |
| Public Officials Liability Coverage Part | \$ INCLUDED |
| Commercial Auto Coverage Part | \$ INCLUDED |
| Commercial EDP Coverage Part | \$ INCLUDED |
| TRIA Coverage | \$ EXCLUDED |
| TOTAL ANNUAL USSIC PREMIUM | \$ 89,244 |

This policy is exempt from the filing requirements of section 2236 of the insurance code of 1956, 1956 PA 218, MCL 500.2236.

The following **COVERAGE PARTS** are provided by the MICHIGAN TOWNSHIP PARTICIPATING PLAN ("MTPP"):

| | |
|------------------------------------|-------------|
| MTPP Cyber Liability Coverage Part | \$ EXCLUDED |
| TOTAL ANNUAL MTPP PREMIUM: | \$ 0 |

The MTPP cyber coverage part is written pursuant to MCL section 124.5 et al.

FORMS APPLICABLE TO ALL COVERAGE PARTS:

- No changes from previous Policy Period.
- Changes on the attached endorsements shown below are effective as of the inception date of the Policy period specified above.

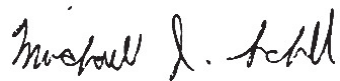
Refer to PKGILH0002 2020 Schedule of Forms and Endorsements

COUNTERSIGNED 10/27/2022 **BY** _____
DATE AUTHORIZED REPRESENTATIVE

02/01/2020

In Witness Whereof, we have caused this policy to be executed and attested, and, if required by state law, this policy shall not be valid unless countersigned by our authorized representative

By



USSIC PRESIDENT
Michael J. Schell



USSIC SECRETARY
Alexander Ludlow



MTPP CHAIRMAN
William Walters



MTPP SECRETARY
Linda Preston

**Charter Township of Union
Investments with Isabella Bank
March 31, 2023**

| Investment | Original Purchase Date | Last Renewal Date | Term | Interest Rate | Maturity Date | Original Amount | Balance 3/31/2023 |
|--|------------------------------|-------------------------|-----------|------------------|------------------|-----------------------------|-----------------------------|
| General Fund CD | 8/31/2022 | 8/31/2022 | 12 months | 3.205% | 8/31/2023 | 1,500,000.00 | 1,514,643.10 |
| General Fund CD | 10/8/2021 | 10/8/2021 | 48 months | 3.205% | 10/8/2025 | 2,000,000.00 | 2,019,109.65 |
| General Fund CD | 11/21/2017 | 2/21/2022 | 12 months | 3.930% | 2/21/2024 | 750,000.00 | 806,307.46 |
| General Fund IntraFI Network Deposits (FDIC-Insured) | 1/27/2022 | 1/27/2023 | 12 months | 0.750% | 1/27/2024 | 579,083.00 | 580,271.74 |
| ARPA Fund | 8/31/2022 | 8/31/2022 | 12 months | 3.205% | 8/31/2023 | 1,000,000.00 | 1,009,762.07 |
| Fire Fund CD | 3/13/2019 | 3/13/2023 | 14 months | 3.928% | 3/13/2024 | 425,000.00 | 449,487.99 |
| Sewer Fund CD | 8/31/2022 | 8/31/2022 | 12 months | 3.205% | 8/31/2023 | 2,000,000.00 | 2,019,524.13 |
| Sewer Fund CD | 11/21/2017 | 2/21/2022 | 12 months | 3.930% | 2/21/2024 | 500,000.00 | 537,538.30 |
| Sewer Fund CD -Reserve Account | 3/13/2023 | 3/13/2023 | 14 months | 3.928% | 5/13/2024 | 268,712.00 | 268,712.00 |
| Water Fund CD | 8/31/2022 | 8/31/2022 | 12 months | 3.205% | 8/31/2023 | 2,000,000.00 | 2,019,524.13 |
| Water Fund CD | 11/21/2017 | 2/21/2022 | 12 months | 3.930% | 2/21/2024 | 500,000.00 | 537,538.30 |
| East DDA CD | 8/31/2022 | 8/31/2022 | 12 months | 3.205% | 8/31/2023 | 500,000.00 | 504,881.03 |
| East DDA CD | 11/21/2017 | 2/21/2022 | 12 months | 3.930% | 2/21/2024 | 500,000.00 | 537,538.30 |
| West DDA CD | 7/16/2018 | 7/16/2022 | 12 months | 3.205% | 7/16/2023 | 601,422.24 | 641,233.87 |
| Total Investments | | | | | | <u>13,124,217.24</u> | <u>13,446,072.07</u> |

REQUEST FOR TOWNSHIP BOARD ACTION

| | |
|---|---|
| To: Board of Trustees | DATE: April 21, 2023 |
| FROM: Mark Stuhldreher, Township Manager | DATE FOR BOARD CONSIDERATION: 04/26/2023 |
| ACTION REQUESTED: Board of Trustees annual review of Board Governance Policy No. 3.4 – Agenda Planning | |

Current Action Emergency

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

Finance Approval N/A

BACKGROUND INFORMATION

The Board Governance Policy was originally adopted in 2010 with subsequent amendments in the subsequent years, most recently in 2023. 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 3.4 (Agenda Planning), are to be reviewed and monitored for compliance on an annual basis. Attached to this memo is an evaluation form that can be used for the review/discussion of Policy No. 3.4.

Board Policy 3.4 – Agenda Planning

To accomplish its job products with a governance style consistent with board policies, the board will follow an annual agenda which (a) completes a re-exploration of Ends policies annually and (b) continually improves board performance through board education and enriched input and deliberation.

- 3.4.1 The cycle will conclude each year on the last day of May so that administrative planning and budgeting can be based on accomplishing a one-year segment of the board’s most recent statement of long-term Ends.
- 3.4.2 The cycle will start in June with the board’s development of its agenda for the next year.
 - 3.4.2.1 Consultations with selected groups in the ownership, or other methods of gaining ownership input will be determined and arranged in the third quarter, to be held during the balance of the year.
 - 3.4.2.2 Governance education and education related to Ends determination, (e.g., presentations by futurists, demographers, advocacy groups, staff, etc.) will be arranged in the third quarter, to be held during the balance of the year.
- 3.4.3 Throughout the year, the board will attend to consent agenda items as expeditiously as possible.

3.4.3.1 The Board will include as an agenda item for a regular board meeting in June and January discussion regarding upcoming Saginaw Chippewa Indian Tribe 2% application options

3.4.4 Township Management monitoring will be included on the agenda if monitoring reports show policy violations, or if policy criteria are to be debated.

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

