



PENTWATER TOWNSHIP BOARD

AGENDA PACKET

REGULAR BOARD MEETING

May 15, 2024 at 6:00 p.m.

Lynne Cavazos, Supervisor  
Heather A. Douglas, Treasurer  
Maureen H Murphy, Clerk

Mike Flynn, Trustee  
Dean Holub, Trustee



**PENTWATER TOWNSHIP BOARD MEETING**  
**Regular Meeting**

May 15, 2024 at 6:00 p.m.  
Pentwater Community Hall  
500 N. Hancock Street, Pentwater, MI 49449

Join Zoom Meeting

<https://us02web.zoom.us/j/84385437427?pwd=MnU4dE1lTHhpWmpueEplQzVsTk1pZz09>

Meeting ID: 843 8543 7427

Passcode: 619138

**AGENDA**

1. Call to Order/Pledge
2. Roll Call
3. Consent Agenda – Review & Action
  - a. Minutes of **April 10, 2024 & April 26, 2024**
  - b. Correspondence, if any
  - c. Monthly Budget Reports for General Fund, Cemetery and Fire Department
  - d. Payment of Bills  
*(Consent Agenda contains all routine items of business on which no disagreement or debate is anticipated. Upon the request of any board member, an item shall be removed from the consent agenda and placed on the regular agenda under New Business)*
4. Meeting Agenda - Review & Action
5. Public Comment on Agenda Items (Three (3) minutes maximum)
6. Supervisor's Report
7. Clerk's Report
8. Treasurer's Report
- ~~9. Library Board Packet~~
10. Fire Department Minutes (**April 3 & May 1, 2024**)
11. Recreation Report
12. Staff Reports
  - a. Zoning Administrator
  - b. Assessor
  - c. Cemetery Sexton
  - d. Transfer Station

**13. Unfinished Business**

- a. **Transfer Station Grant Application Update** (ADDED AT BOARD MTG)

**14. New Business**

- a. Review & Action: Approval of Appointment of Paul Anderson as an Alternate to the Pentwater Township Board of Review
- b. Review & Action: Title Change for Transfer Station Attendant and Payment Options
- c. Review & Action: Zoning Administrator Request – Additional Day
- d. Review & Action: Resolution 2024-15 Increase Fund Balance Policy Account
- e. Review & Action: Update to Paid Time Off (PTO) Policy
- f. Review & Action: Approval of Bid Award Septic Systems Repairs Township South Sanitary Sewer System
- g. Review & Action: Request to Approve Proposal for Financial Projection Utility Financial Solutions, LLC. Township Sanitary Sewer System
- h. Review & Action: Resolution 2024-16 Adoption of Oceana County Hazard Mitigation Plan by Pentwater Township
- i. Review & Action: Renewal of MTA Subscription for 2024-25
- j. Discussion & Approval: Public Workshop – Roles and Statutory Responsibilities of Elected Officials, Deputies, and Staff

**15. Public Comments**

**16. Other Items from Board Members**

**17. Adjournment**

Public Participation at Board of Trustee Meetings

1. When addressing the Board, please state your name and address and direct all questions and comments to the Chairperson.
2. We ask that you show common courtesy, display respect for all participants, and refrain from any personal attacks.
3. You may address the Board on any agenda item under the PUBLIC COMMENTS ON AGENDA ITEMS ONLY. Please limit your comments to three (3) minutes.
4. You may address the Board on any matter that falls within the Board's jurisdiction under the PUBLIC COMMENTS PORTION OF THE AGENDA (maximum three minutes).
5. If you would like to meet with any Board or staff member following the meeting, please make your wishes known.
6. The public, press and/or legal stenographers are permitted to record the proceedings – either video or audio – so long as it does not interfere with the meeting.



*A General Law Township*

# Pentwater Township Regular Board Meeting

## Consent Agenda Items

### May 15, 2024

- Prior Meeting Minutes:
  - Township Regular Board Meeting – April 10 & April 26, 2024
- Correspondence:
  - None
- Financial Reports 4/1/23 thru 4/30/24 (Fiscal Year End)
- (\*) Claims/Bills for the period 4/4/24 – 5/9/24 as follows (incl. payroll):
  - Township - \$42,768
  - Cemetery - \$9,628
  - Fire - \$161,660
  - Sewer – \$46,027

(\*): Available data as of 5/9/24

<p style="text-align: center;">PENTWATER TOWNSHIP BOARD  PENTWATER COMMUNITY HALL  500 N. HANCOCK STREET, PENTWATER, MI 49449  <b>Draft Minutes</b>  10 April 2024  ZOOM Available for Audience</p>	
<p>Supervisor Cavazos called the Regular Board Meeting to order at 6:02 PM</p> <p><b>Members Present:</b> Cavazos, Murphy, Douglas, Holub</p> <p><b>Members Absent:</b> Flynn</p> <p><b>Staff Present:</b> Keith Edwards, Deputy Supervisor &amp; Zoning Administrator &amp; Glenn Beavis, Deputy Clerk</p> <p><b>Others Present:</b>  Scott Karaptian, Claudette Reid, Rich Kraas, Eric Fox, Betty Voorheis, Ted Towl, Jeff Wisley, Gary Peterson, Tom Walter, Joan &amp; Ted Cuchna, Mike Kenney, Dave Spitler, Mike Wojdylak, Dan &amp; Maura Selahowski, Rob Young, Ron Christians</p> <p><b>Present via Zoom:</b> John Stears</p>	<p><b>CALL TO ORDER</b></p> <p><b>ROLL CALL</b></p>
<p>Moved by Holub and seconded by Murphy to accept the Consent Agenda as presented:</p> <ul style="list-style-type: none"> <li>• Prior Meeting Minutes (Wednesday, March 13, 2024)</li> <li>• Correspondence: None</li> <li>• Budget Reports: (4/1/23 thru 3/31/24 Fiscal Year End)</li> <li>• Claims/Bills (payroll, paid, and to be paid) for the 1/5/24thru 2/14/24 as follows: <ul style="list-style-type: none"> <li>○ Township - \$49,875 (includes election wages &amp; any Road Fund payroll)</li> <li>○ Cemetery - \$2,838</li> <li>○ Fire - \$75,109</li> <li>○ Road - \$0</li> <li>○ Sewer - \$10,913</li> </ul> </li> </ul> <p>Roll call vote:  Yes: Cavazos, Murphy, Holub, Douglas  No: None  Motion Carried</p>	<p><b>CONSENT AGENDA - Review &amp; Action</b></p>
<p>Moved by Holub and seconded by Douglas to accept the meeting agenda as presented.</p> <p>Roll call vote:  Yes: Cavazos, Murphy, Holub, Douglas  No: None  Motion Carried</p>	<p><b>MEETING AGENDA</b></p>
<ul style="list-style-type: none"> <li>• None</li> </ul>	<p><b>PUBLIC</b></p>

	COMMENTS
<p>Supervisor Cavazos communicated the following:</p> <ol style="list-style-type: none"> <li>1. Pentwater Township Transfer Station is open for the season. The station will be open on Thursdays and Saturdays from 9:00 AM – 5:00 PM.</li> <li>2. Pentwater Township Cemetery is open for the season.</li> <li>3. Road Closure at corner of Longbridge and Monroe Rd.</li> </ol> <p>Road Closure at Intersection of Longbridge Rd and Monroe Rd beginning Monday, April 15, 2024. Traffic will not be able to turn left or right from Longbridge and will not be able to travel West on Monroe into Pentwater during the closure.</p> <p>DTE has requested a permit for the road closure to complete their gas line project and replace a “Muller” at the intersection of Longbridge and Monroe. The steel pipe on Longbridge will also need to be cut and reconnected to the new Muller. This is required by Federal Regulation.</p> <p>Expected Start Date: Monday, April 15<sup>th</sup>. The closure is expected to be for 4 weeks. Project will be completed by Memorial Weekend. NOTE: New Start Date is now Tuesday, April 16<sup>th</sup>.</p> <ol style="list-style-type: none"> <li>4. Pentwater Township Library Open House will be held on Monday, June 17<sup>th</sup> from 11:00 AM – 1:00 PM. The Township will have a booth again this year and Maureen will be assisting with Food options.</li> <li>5. Friends of the Pentwater Township Cemetery: <ul style="list-style-type: none"> <li>Spring Clean-up at the cemetery will be Saturday, May 11, 2024 at 9:00 AM. The Summer headstone cleaning and repair is scheduled for June 22, 2024. Volunteers are welcome to join the Friends of the Cemetery – applications available at the Township Office</li> </ul> </li> </ol>	
<p>Clerk Murphy reported the following:</p> <p><b>Revised TWP Board Meeting Schedule:</b>  For any month with an Election in May, August, or November of 2024, the Township Board Meeting has been changed to the 3<sup>rd</sup> Wednesday of the Month.</p> <p><b>Transfer Station</b></p> <ul style="list-style-type: none"> <li>• First week opened for the 2024 Season</li> <li>• Received 60 visitors – 32 TWP 28 VIL</li> <li>• Clerk’s office has issued in months of March and April – Transfer Site Permits to 20 TWP 17 VIL</li> </ul> <p><b>Cemetery</b></p> <ul style="list-style-type: none"> <li>• Flags are ordered for Memorial Day</li> </ul>	CLERK’S REPORT



- 1 Traditional Burial scheduled for April 19, 2024
- In the process of selling a brick for the Scatter Garden. The Township has not sold one since 2021.

**Clerk's Office**

- Commercial Copier broke down in early February. After much negotiation with Ricoh we are finally getting a less used version of our copier in the next week or 2.
- The Township, Cemetery and Transfer Site's Workman's Comp Audit is due by April 30, 2024.

I have been working on getting the relevant documents together to complete the Audit.

- With our FY ending March 31, 2024, the Clerk's office has many FY year end obligations to fulfill. We must do year end closing in BS & A, all files have to be converted to FY 24/25, etc.
- Staying informed on MDOT updated numbered letters to make sure our accounting practices and procedures are in compliance with the State.
- Still need to review updated G/L numbers that BS & A converted per State of Michigan update to the Uniform Chart of Accounts.

**Elections**

- Next Election is May 7, 2024 – Combined precinct due to school district. We have combined with Riverton, Summit and Weare Townships.
- 2,251 voters for the combined precinct.
- As of today, we have sent out 518 Ballots.
- The Clerk's office will be open May 4, 2024, from 9am – 5pm the Saturday before the Election for new or updated registrations.
- Glenn and I are working on a training/meeting with our Election Inspectors. Date still TBD
- The Library Board and Village Council are on the November Ballot only. They need to fill out Nominating Petition (City/Township) Nonpartisan, with date being August 6, 2024. Deadline for them to file with me is July 23, 2024.
- The election is taking up a lot of time due to conflicting and lack of information. The Struggle is Real.

**Proposal 2:**

Proposal 22-2 A proposal to amend the state constitution to add provisions regarding elections. This proposed constitutional amendment would: • Recognize fundamental right to vote without harassing conduct; • Require military or overseas ballots be counted if postmarked by election day; • Provide voter right to verify identity with photo ID or signed statement; • Provide voter right to single application to vote absentee in all elections; • Require state-funded absentee-ballot drop boxes, and postage for absentee applications and ballots; • Provide that only election officials may conduct post-election audits; • Require nine days of early in-person voting; • Allow donations to fund elections, which must be disclosed; • Require canvass boards certify election results based only on the official records of votes cast.

Respectfully Submitted,

Maureen Murphy	
Not provided	TREASURER'S REPORT
The following reports were received and placed on file: <ul style="list-style-type: none"> <li>• Library</li> <li>• Fire Department</li> <li>• Recreation</li> </ul>	OTHER DEPARTMENTAL REPORTS Library, Fire Department and Recreation
The following Staff reports were received and placed on file: <ul style="list-style-type: none"> <li>• Deputy Supervisor, Zoning Administrator &amp; Ordinance Enforcement Officer</li> <li>• Assessor</li> <li>• Cemetery</li> <li>• Transfer Station</li> </ul>	STAFF REPORTS Zoning, Assessing, Cemetery, Transfer Station
<b>Unfinished Business:</b> <ul style="list-style-type: none"> <li>• None</li> </ul>	UNFINISHED BUSINESS
Scott Karaptian spoke to The Board and residents about the upcoming bond proposal. His presentation was via PowerPoint and presented to all using the Board television monitor. Paper copies were also made available.	NEW BUSINESS a) School Bond Proposal
Eric introduced himself and his wife to The Board, spoke about his background and advised that he is running as a candidate for Oceana County Probate Judge.	NEW BUSINESS b) Eric Fox -- Candidate for Oceana Probate Court Judge
Motion by Douglas, seconded by Holub to appoint Ron Christians to the Board of Review as a Regular member (formerly serving as an Alternate)  Roll call vote: Yes: Cavazos, Murphy, Holub, Douglas No: None Motion: Carries	NEW BUSINESS c) Appointment of Ron Christians to the Board of Review
Motion by Cavazos, seconded by Douglas to renew our Storage agreement with the Pentwater Arts Council for another three years (June 2024 thru May of 2027).  Roll call vote: Yes: Cavazos, Murphy, Holub, Douglas No: None Motion: Carries	NEW BUSINESS d) Renewal of Storage Agreement with the Pentwater Arts Council
Supervisor Cavazos presented two bids for repair and upgrade of Transfer Station access road, starting at the gate and ending at the fenced in area. After review of the proposed bids, Trustee Holub requested that the issue be tabled pending responses	NEW BUSINESS e)

<p>to grant applications. Grant responses are expected in late summer. Proposed grant money, if awarded, would be used for road repair, electrical service, and a new shed. Grant, if approved, would require the Township to commit 25% of costs towards the effort. <i>Supervisor Cavazos agreed to follow up with bidders to see if they would stand by their bids for six months.</i></p> <p>Action tabled.</p>	<p><b>Bids for Upgrade &amp; Repair of Transfer Station Access Road</b></p>
<p>Motion by Douglas, seconded by Holub to approve Shotwell Solutions "Option 2" for Township technology services support</p> <p>Roll call vote: Yes: Cavazos, Murphy, Holub, Douglas</p> <p>No: None Motion: Carries</p>	<p><b>NEW BUSINESS f) Shotwell Solutions Contract Proposal</b></p>
<p>Motion by Cavazos, seconded by Douglas to approve Ryan's Lawn Care 2024-25 contract proposal for township office lawn care. Does not include snow plowing (separate contract).</p> <p>Roll call vote: Yes: Cavazos, Murphy, Holub, Douglas No: None Motion: Carries</p>	<p><b>NEW BUSINESS g) Ryan's Lawn Care Contract Proposal</b></p>
<p>Motion by Cavazos, seconded by Murphy to approve limiting Board packet Revenue &amp; Expense reports to quarterly (rather than current monthly), and for those reports to be used in support of quarterly budget amendments if/as needed.</p> <p>Roll call vote: Yes: Cavazos, Murphy, Holub, Douglas</p> <p>No: None Motion: Carries</p>	<p><b>NEW BUSINESS h) Proposal for Board Packet Quarterly Revenue &amp; Expense Reporting</b></p>
<p>Motion by Holub, seconded by Murphy to approve Resolution 2024-11: Ballot Proposal for Road Maintenance &amp; Construction Millage Renewal.</p> <p>Roll call vote: Yes: Cavazos, Murphy, Holub, Douglas</p> <p>No: None Motion: Carries</p>	<p><b>NEW BUSINESS i) Resolution 2024-11: Ballot Proposal for Road Maintenance &amp; Construction Millage Renewal</b></p>
<p>Motion by Douglas, seconded by Murphy to approve Resolution 2024-12: Ballot Proposal for Cemetery Millage Renewal</p> <p>Roll call vote: Yes: Cavazos, Murphy, Holub, Douglas No: None Motion: Carries</p>	<p><b>NEW BUSINESS j) Resolution 2024-12: Ballot Proposal for Cemetery Millage Renewal</b></p>
<p>Motion by Douglas, seconded by Murphy to approve Resolution 2024-13: Ballot</p>	<p><b>NEW BUSINESS k)</b></p>

<p>Proposal for Additional Millage for Fire Protection Services</p> <p>Roll call vote:  Yes: Cavazos, Murphy, Holub, Douglas  No: None</p>	<p><b>Resolution 2024-13: Ballot Proposal for Additional Millage for Fire Protection Services</b></p>
<p>Public comments were made by Ted Cuchna, David Spitler, Paula DeGregorio, and John Stears.</p>	<p><b>PUBLIC COMMENTS</b></p>
<ul style="list-style-type: none"> <li>• Clerk Murphy formally requested that The Board schedule and sit for a workload workshop to consider redistribution of duties within the township office.</li> </ul>	<p><b>OTHER ITEMS FROM BOARD MEMBERS</b></p>
<p>Moved by Holub, seconded by Douglas to adjourn the meeting at 8:07 PM.  Motion carried via voice vote.</p>	<p><b>ADJOURNMENT</b></p>
<p>_____</p> <p>Maureen Murphy, Township Clerk</p>	<p>Notes taken by  Deputy Clerk  Glenn Beavis</p> <p>_____</p> <p>Date</p>

## Maureen Murphy

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**From:** Keith Edwards  
**Sent:** Friday, April 26, 2024 3:12 PM  
**To:** Maureen Murphy  
**Cc:** Glenn Beavis  
**Subject:** Draft Minutes for the April 26, 2024 Special Meeting of the Board of Trustees  
**Attachments:** 240426 Special Meeting Minutes -CWSRF & Transfer Site Grant Application.docx  
  
**Categories:** Red Category

Mo,

Attached are the draft minutes of today's Special Board Meeting – they are also saved in the usual place on the S drive. They should be included with the May Board packet for review and approval.

Thanks,

Keith Edwards  
Deputy Supervisor,  
Zoning Administrator and  
Ordinance Enforcement Officer  
Pentwater Township  
500 N. Hancock St.  
P.O. Bo 512  
Pentwater, Michigan 49449

(231) 869-6231 x. 224  
[zoningadministrator@pentwatertownshipmi.gov](mailto:zoningadministrator@pentwatertownshipmi.gov)

PENTWATER TOWNSHIP BOARD  
PENTWATER COMMUNITY HALL  
500 N. HANCOCK STREET, PENTWATER, MI 49449

***Special Meeting Draft Minutes***

26 April 2024

<p>Supervisor Cavazos called the meeting to order at 10:00 am</p> <p><b>Members Present:</b> Cavazos, Murphy, Flynn, Holub</p> <p><b>Members Absent:</b> Douglas</p> <p><b>Staff Present:</b> Keith Edwards</p> <p><b>Others Present:</b> Steve Bishop of Fleis &amp; Vandenbrink Engineers</p>	<p><b>CALL TO ORDER</b></p> <p><b>ROLL CALL</b></p>
<p>Moved by Holub and seconded by Murphy to accept the meeting agenda as presented.</p> <p>Roll call vote:  Yeas: Holub, Murphy, Flynn, Cavazos  Nays: None</p> <p>Motion Carried</p>	<p><b>MEETING AGENDA</b></p>
<p>None</p>	<p><b>PUBLIC COMMENTS ON AGENDA ITEMS</b></p>
<p><b>New Business:</b></p> <p>Steve Bishop of Fleis &amp; Vandenbrink Engineers (F&amp;V) highlighted certain sections of the draft Project Plan being prepared to address the deficiencies of the Sanitary Sewer Systems within the Township's boundaries that are being acquired by the Township from the Village of Pentwater. The proposed improvements are based on the identified deficiencies within the Sanitary Sewer Evaluation conducted by F&amp;V in the fall of 2023. The request for CWSRF funding is made to the Michigan Department of Environment, Great Lakes and Energy (EGLE) and is valid for 5-years. The Township is not obligated to accept any grants or loans offered by the CWSRF program.</p> <p>Chairperson Cavazos then asked for comments on the project plan from the audience and there were no comments.</p> <p>Board members directed questions toward Steve Bishop to answered them including that the next steps were to submit the project plan to EGLE on May 1, 2024 for the 2025 State fiscal year.</p> <p>Chairperson Cavazos read the proposed resolution of Resolution No. 24-14 to accept the project plan to the Board members. Board member Holub moved to approve the resolution as written and Flynn seconded the motion.</p>	<p><b>NEW BUSINESS</b></p> <p><b>A. Clean Water State Revolving Fund (CWSRF) Project Plan</b></p>

<p>Roll call vote:  Ayes: Holub, Flynn, Murphy and Cavazos  Nays: None  Motion: Carries</p>	
<p>Board Member Dean Holub explained the details of the Recycling Infrastructure Grant Application submitted to EGLE for a 75% grant (\$89,000) with Township 25% match (\$22,000) for electric service, shed and road improvements to be conducted for the 2024-25 fiscal year.</p> <p>Moved by Cavazos, seconded by Murphy to approve the submittal of the grant application to EGLE for Recycling Infrastructure.</p> <p>Roll call vote:  Ayes: Cavazos, Murphy, Holub, and Flynn  Nays: None  Motion: Carries</p>	<p><b>B. Grant for Infrastructure Improvements at the Transfer Station</b></p>
<p>None</p>	<p><b>PUBLIC COMMENTS</b></p>
<p>Chairperson Cavazos recommended that any of the public's concerns regarding the current closure of Monroe Road at Longbridge Road should be directed to her rather than discussed in social media.</p>	<p><b>OTHER ITEMS from BOARD MEMBERS</b></p>
<p>Moved by Murphy and seconded by Flynn to adjourn the meeting at 10:43 AM. Motion carried.</p>	<p><b>ADJOURNMENT</b></p>
<p>_____  Maureen Murphy, Township Clerk</p>	<p>_____  Date</p> <p><b>Prepared by  Township Clerk  Maureen Murphy</b></p>

User: GLENN  
DB: PENTWATER TWP

PERIOD ENDING 04/30/2024

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YTD BALANCE 04/30/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
<b>Fund 101 - GENERAL FUND</b>						
<b>Revenues</b>						
<b>Dept 000</b>						
101-000-402.000	CURRENT REAL PROPERTY	314,206.20	102,033.02	102,033.02	212,173.18	32.47
101-000-405.001	ADMIN FEE LAND BANK	0.00	0.00	0.00	0.00	0.00
101-000-411.000	DELINQUENT REAL PROP TAX	0.00	0.00	0.00	0.00	0.00
101-000-429.000	COMM FOREST TAX	21.00	0.00	0.00	21.00	0.00
101-000-432.000	STATE PMT IN LIEU OF TAX (PILT)	3,465.00	0.00	0.00	3,465.00	0.00
101-000-434.000	TRAILER PARK TAX	200.00	0.00	0.00	200.00	0.00
101-000-442.000	HOMESTEAD DENIALS	0.00	0.00	0.00	0.00	0.00
101-000-445.000	PENALTY & INTEREST TAXES	105.00	0.00	0.00	105.00	0.00
101-000-477.000	FRANCHISE FEES (CHARTER COMM)	8,000.00	0.00	0.00	8,000.00	0.00
101-000-479.000	ZONING PERMIT FEES	1,600.00	120.00	120.00	1,480.00	7.50
101-000-481.000	PLANNING COMMISSION REVIEW FEES	0.00	0.00	0.00	0.00	0.00
101-000-546.000	METRO ACT	4,095.00	0.00	0.00	4,095.00	0.00
101-000-549.000	ELECTION REIMBURSEMENT	5,145.00	0.00	0.00	5,145.00	0.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	0.00	0.00	0.00	0.00	0.00
101-000-574.000	STATE SHARED REVENUE	84,102.00	0.00	0.00	84,102.00	0.00
101-000-607.000	LAND DIV FEE	300.00	0.00	0.00	300.00	0.00
101-000-607.001	ZONING - PC REVIEW FEES	300.00	0.00	0.00	300.00	0.00
101-000-607.002	ZBA FEES	1,200.00	0.00	0.00	1,200.00	0.00
101-000-607.003	ZONING - TWP BOARD REVIEW FEES	2,500.00	0.00	0.00	2,500.00	0.00
101-000-626.000	COPY FEES	0.00	0.00	0.00	0.00	0.00
101-000-628.000	TRANSFER SITE FEES	12,000.00	1,674.00	1,674.00	10,326.00	13.95
101-000-664.000	INTEREST INCOME	15,000.00	0.00	0.00	15,000.00	0.00
101-000-672.001	VENDOR REFUNDS	0.00	0.00	0.00	0.00	0.00
101-000-677.000	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
101-000-686.000	MISCELLANEOUS	4,500.00	13,203.47	13,203.47	(8,703.47)	293.41
101-000-699.000	TRANSFER IN	27,025.00	0.00	0.00	27,025.00	0.00
<b>Total Dept 000</b>		<b>483,764.20</b>	<b>117,030.49</b>	<b>117,030.49</b>	<b>366,733.71</b>	<b>24.19</b>
<b>TOTAL REVENUES</b>		<b>483,764.20</b>	<b>117,030.49</b>	<b>117,030.49</b>	<b>366,733.71</b>	<b>24.19</b>
<b>Expenditures</b>						
<b>Dept 101 - TOWNSHIP BOARD</b>						
101-101-702.000	SALARIES & WAGES	3,472.88	423.42	423.42	3,049.46	12.19
101-101-705.000	EMPLOYER FICA CONTRIB	265.67	32.38	32.38	233.29	12.19
101-101-995.000	TRANSFER OUT	0.00	0.00	0.00	0.00	0.00
<b>Total Dept 101 - TOWNSHIP BOARD</b>		<b>3,738.55</b>	<b>455.80</b>	<b>455.80</b>	<b>3,282.75</b>	<b>12.19</b>
<b>Dept 171 - SUPERVISOR</b>						
101-171-702.000	SALARIES & WAGES	37,436.49	3,119.76	3,119.76	34,316.73	8.33
101-171-702.001	DEPUTY WAGES	12,000.00	420.00	420.00	11,580.00	3.50
101-171-705.000	EMPLOYER FICA CONTRIB	3,601.11	270.78	270.78	3,330.33	7.52
101-171-727.000	TWP SUPERVISOR OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-171-815.000	EDUCATION/TRAINING	1,050.00	0.00	0.00	1,050.00	0.00
101-171-860.000	TRAVEL	600.00	0.00	0.00	600.00	0.00
101-171-955.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
<b>Total Dept 171 - SUPERVISOR</b>		<b>54,687.60</b>	<b>3,810.54</b>	<b>3,810.54</b>	<b>50,877.06</b>	<b>6.97</b>
<b>Dept 215 - CLERK</b>						



User: GLENN

DB: PENTWATER TWP

PERIOD ENDING 04/30/2024

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YTD BALANCE 04/30/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BGDGT USED
<b>Fund 101 - GENERAL FUND</b>						
<b>Expenditures</b>						
101-215-702.000	SALARIES & WAGES	37,436.00	3,119.76	3,119.76	34,316.24	8.33
101-215-702.001	DEPUTY WAGES	28,113.00	845.25	845.25	27,267.75	3.01
101-215-705.000	EMPLOYER FICA CONTRIB	5,015.00	308.53	308.53	4,706.47	6.15
101-215-707.000	PAID TIME OFF	560.00	0.00	0.00	560.00	0.00
101-215-712.000	REC SECRETARY	525.00	68.18	68.18	456.82	12.99
101-215-727.000	TWP CLERK OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-215-815.000	EDUCATION/TRAINING	2,100.00	33.00	33.00	2,067.00	1.57
101-215-860.000	TRAVEL	3,150.00	0.00	0.00	3,150.00	0.00
101-215-955.000	MISCELLANEOUS	100.00	0.00	0.00	100.00	0.00
<b>Total Dept 215 - CLERK</b>		<b>76,999.00</b>	<b>4,374.72</b>	<b>4,374.72</b>	<b>72,624.28</b>	<b>5.68</b>
<b>Dept 247 - BOARD OF REVIEW</b>						
101-247-702.000	SALARIES & WAGES	1,160.00	0.00	0.00	1,160.00	0.00
101-247-705.000	EMPLOYER FICA CONTRIB	122.00	0.00	0.00	122.00	0.00
101-247-815.000	EDUCATION/TRAINING	125.00	0.00	0.00	125.00	0.00
101-247-860.000	TRAVEL EXPENSES	100.00	0.00	0.00	100.00	0.00
101-247-900.000	PRINT/PUBLISH	0.00	100.00	100.00	(100.00)	100.00
101-247-955.000	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
<b>Total Dept 247 - BOARD OF REVIEW</b>		<b>2,007.00</b>	<b>100.00</b>	<b>100.00</b>	<b>1,907.00</b>	<b>4.98</b>
<b>Dept 253 - TREASURER</b>						
101-253-702.000	SALARIES & WAGES	37,436.00	3,119.76	3,119.76	34,316.24	8.33
101-253-702.001	DEPUTY WAGES	12,996.00	672.00	672.00	12,324.00	5.17
101-253-705.000	EMPLOYER FICA CONTRIB	3,858.00	290.05	290.05	3,567.95	7.52
101-253-727.000	TWP TREASURER OFFICE SUPPLIES	100.00	0.00	0.00	100.00	0.00
101-253-752.000	SUPPLIES/EQUIPMENT	500.00	0.00	0.00	500.00	0.00
101-253-802.000	PROF SERV SOFTW	4,250.00	0.00	0.00	4,250.00	0.00
101-253-815.000	EDUCATION/TRAINING	1,900.00	0.00	0.00	1,900.00	0.00
101-253-851.000	POSTAGE	4,300.00	74.00	74.00	4,226.00	1.72
101-253-860.000	TRAVEL	2,500.00	75.06	75.06	2,424.94	3.00
101-253-955.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
<b>Total Dept 253 - TREASURER</b>		<b>67,840.00</b>	<b>4,230.87</b>	<b>4,230.87</b>	<b>63,609.13</b>	<b>6.24</b>
<b>Dept 257 - ASSESSOR</b>						
101-257-702.000	SALARIES & WAGES	57,415.00	4,784.50	4,784.50	52,630.50	8.33
101-257-705.000	EMPLOYER FICA CONTRIB	4,392.00	366.02	366.02	4,025.98	8.33
101-257-802.001	PROF SERVICES - ATTY	2,000.00	0.00	0.00	2,000.00	0.00
101-257-804.000	PROF SER SOFTWA	3,700.00	0.00	0.00	3,700.00	0.00
101-257-815.000	EDUCATION/TRAINING	0.00	0.00	0.00	0.00	0.00
101-257-851.000	POSTAGE	3,000.00	1,203.21	1,203.21	1,796.79	40.11
101-257-860.000	TRAVEL EXPENSES	0.00	0.00	0.00	0.00	0.00
101-257-955.000	MISCELLANEOUS	100.00	0.00	0.00	100.00	0.00
<b>Total Dept 257 - ASSESSOR</b>		<b>70,607.00</b>	<b>6,353.73</b>	<b>6,353.73</b>	<b>64,253.27</b>	<b>9.00</b>
<b>Dept 262 - ELECTION</b>						
101-262-702.000	SALARIES & WAGES	10,000.00	2,143.87	2,143.87	7,856.13	21.44
101-262-705.000	EMPLOYER FICA CONTRIB	765.00	134.54	134.54	630.46	17.59
101-262-752.000	SUPPLIES/EQUIPMENT	5,000.00	1,674.96	1,674.96	3,325.04	33.50

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PERIOD ENDING 04/30/2024

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YTD BALANCE 04/30/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BGD T USED
<b>Fund 101 - GENERAL FUND</b>						
<b>Expenditures</b>						
101-262-801.000	ELECT SERV VILL	5,000.00	0.00	0.00	5,000.00	0.00
101-262-802.000	ELECT OTHER CON	0.00	0.00	0.00	0.00	0.00
101-262-803.000	ELECTION SOURCE - CONTRACTUAL	700.00	0.00	0.00	700.00	0.00
101-262-815.000	EDUCATION/TRAINING	2,000.00	0.00	0.00	2,000.00	0.00
101-262-851.000	POSTAGE	4,000.00	0.00	0.00	4,000.00	0.00
101-262-860.000	TRAVEL EXPENSES	500.00	12.73	12.73	487.27	2.55
101-262-955.000	MISCELLANEOUS	1,750.00	0.00	0.00	1,750.00	0.00
<b>Total Dept 262 - ELECTION</b>		<b>29,715.00</b>	<b>3,966.10</b>	<b>3,966.10</b>	<b>25,748.90</b>	<b>13.35</b>
<b>Dept 265 - TOWNSHIP</b>						
101-265-705.000	EMPLOYER FICA CONTRIB	472.31	54.34	54.34	417.97	11.51
101-265-706.000	CUSTODIAL WAGES	6,174.00	710.23	710.23	5,463.77	11.50
101-265-727.000	TWP OFFICE SUPPLIES	840.00	52.94	52.94	787.06	6.30
101-265-752.000	SUPPLIES/EQUIPMENT	6,300.00	644.02	644.02	5,655.98	10.22
101-265-802.000	PROF SERV SOFTWARE	5,827.50	1,597.00	1,597.00	4,230.50	27.40
101-265-804.000	PROF SERV-ATTOR	25,000.00	0.00	0.00	25,000.00	0.00
101-265-805.000	PROF SERV-AUDIT	15,000.00	0.00	0.00	15,000.00	0.00
101-265-806.000	OTHER SERVICES	0.00	4.99	4.99	(4.99)	100.00
101-265-806.001	PROF SERV INFO	6,562.50	0.00	0.00	6,562.50	0.00
101-265-807.000	PROF SERV WEB	12,500.00	0.00	0.00	12,500.00	0.00
101-265-808.000	BUOYS	0.00	0.00	0.00	0.00	0.00
101-265-809.000	OTHER SERVICES	0.00	0.00	0.00	0.00	0.00
101-265-815.000	EDUCATION/TRAINING	0.00	0.00	0.00	0.00	0.00
101-265-828.000	BANK FEES	1,680.00	0.00	0.00	1,680.00	0.00
101-265-829.000	PERMITS	42.00	0.00	0.00	42.00	0.00
101-265-850.000	UTIL PH/INTERNE	4,200.00	481.03	481.03	3,718.97	11.45
101-265-851.000	POSTAGE	3,360.00	514.18	514.18	2,845.82	15.30
101-265-854.000	COPYING	4,000.00	392.56	392.56	3,607.44	9.81
101-265-855.000	OTHER SER/CHGS	2,520.00	231.00	231.00	2,289.00	9.17
101-265-860.000	TRAVEL EXPENSES	0.00	0.00	0.00	0.00	0.00
101-265-900.000	PRINT/PUBLISH	3,150.00	370.70	370.70	2,779.30	11.77
101-265-900.001	PRINT/PUB NOTIC	1,260.00	152.88	152.88	1,107.12	12.13
101-265-915.000	MEMBER/DUES	6,300.00	0.00	0.00	6,300.00	0.00
101-265-915.001	MEM/DUES MML	262.50	0.00	0.00	262.50	0.00
101-265-915.002	MEM/DUES OTHER	0.00	0.00	0.00	0.00	0.00
101-265-920.000	UTILITIES	7,770.00	686.72	686.72	7,083.28	8.84
101-265-930.000	REP/MAIN BRINE	0.00	0.00	0.00	0.00	0.00
101-265-931.000	REP/MAINT BUILDING	15,000.00	0.00	0.00	15,000.00	0.00
101-265-932.000	REP/MAIN MOW/SN	2,100.00	0.00	0.00	2,100.00	0.00
101-265-933.000	WEB	0.00	0.00	0.00	0.00	0.00
101-265-934.000	REP/MAIN CUSTOD	525.00	0.00	0.00	525.00	0.00
101-265-934.003	REP/MAIN MISC	500.00	0.00	0.00	500.00	0.00
101-265-935.000	INSURANCE/BONDS	4,200.00	0.00	0.00	4,200.00	0.00
101-265-937.000	WORK COMP	1,575.00	0.00	0.00	1,575.00	0.00
101-265-940.000	COPY MACH RENT	1,575.00	111.92	111.92	1,463.08	7.11
101-265-940.001	POST MACH RENT	525.00	0.00	0.00	525.00	0.00
101-265-941.000	CONTIGENCY	0.00	0.00	0.00	0.00	0.00
101-265-955.000	MISCELLANEOUS	2,100.00	0.00	0.00	2,100.00	0.00
101-265-970.000	CAP OUT-COMPUTE	8,100.00	0.00	0.00	8,100.00	0.00
101-265-970.002	CAP OUT-BLDG	1,050.00	0.00	0.00	1,050.00	0.00
101-265-970.003	CAP OUT OTHER	15,708.00	0.00	0.00	15,708.00	0.00
101-265-970.004	CAP OUT BLD REP	3,150.00	0.00	0.00	3,150.00	0.00
101-265-991.100	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
101-265-995.000	TRANSFERS OUT	90,000.00	0.00	0.00	90,000.00	0.00

PERIOD ENDING 04/30/2024

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YTD BALANCE 04/30/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
<b>Fund 101 - GENERAL FUND</b>						
<b>Expenditures</b>						
Total Dept 265 - TOWNSHIP		259,328.81	6,004.51	6,004.51	253,324.30	2.32
Dept 445 - DRAIN						
101-445-875.000	AT LARGE DRAINAGE ASSESSMENT	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 445 - DRAIN		20,000.00	0.00	0.00	20,000.00	0.00
Dept 526 - TRANSFER STATION						
101-526-702.000	SALARIES & WAGES	14,826.42	1,474.62	1,474.62	13,351.80	9.95
101-526-705.000	EMPLOYER FICA CONTRIB	1,134.22	112.82	112.82	1,021.40	9.95
101-526-752.000	SUPPLIES/EQUIPMENT	315.00	86.90	86.90	228.10	27.59
101-526-802.000	CONTRACTUAL SER	0.00	0.00	0.00	0.00	0.00
101-526-900.000	PRINT/PUBLISH	0.00	0.00	0.00	0.00	0.00
101-526-934.000	REP/MAINT	30,000.00	4,550.00	4,550.00	25,450.00	15.17
101-526-940.000	RENTALS	28,000.00	1,994.38	1,994.38	26,005.62	7.12
101-526-940.001	EQUIP RENT/JONS	1,050.00	0.00	0.00	1,050.00	0.00
101-526-956.000	MISCELLANEOUS	105.00	0.00	0.00	105.00	0.00
101-526-964.000	REFUNDS	0.00	0.00	0.00	0.00	0.00
Total Dept 526 - TRANSFER STATION		75,430.64	8,218.72	8,218.72	67,211.92	10.90
Dept 597 - DOC/RECREATION/PLIB						
101-597-802.000	CONT SER DOCK	735.00	0.00	0.00	735.00	0.00
101-597-804.000	CONT SERV REC	7,500.00	0.00	0.00	7,500.00	0.00
101-597-804.100	PARK PLACE	7,500.00	0.00	0.00	7,500.00	0.00
101-597-804.200	NORTHEND PARK	0.00	0.00	0.00	0.00	0.00
101-597-805.000	CONT SERV PLIB	6,350.00	0.00	0.00	6,350.00	0.00
101-597-934.000	REP/MAIN BOAT	25,000.00	0.00	0.00	25,000.00	0.00
101-597-955.000	MISCELLANEOUS	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 597 - DOC/RECREATION/PLIB		48,585.00	0.00	0.00	48,585.00	0.00
Dept 701 - PLANNING COMMISSION						
101-701-702.000	SALARIES/WAGES	2,700.00	368.56	368.56	2,331.44	13.65
101-701-705.000	EMPLOYER FICA CONTRIB	270.00	28.18	28.18	241.82	10.44
101-701-802.000	PROF SERV ATTORNEY	2,000.00	0.00	0.00	2,000.00	0.00
101-701-804.000	PROF SERV CONSULTANT	0.00	0.00	0.00	0.00	0.00
101-701-805.000	MASTER PLAN UPDATE	0.00	164.31	164.31	(164.31)	100.00
101-701-812.000	RECORDING SECRETARY	0.00	0.00	0.00	0.00	0.00
101-701-815.000	EDUCATION/TRAINING	200.00	0.00	0.00	200.00	0.00
101-701-851.000	POSTAGE	0.00	0.00	0.00	0.00	0.00
101-701-860.000	TRAVEL EXPENSES	1,000.00	0.00	0.00	1,000.00	0.00
101-701-900.000	NEWSPAPER PUBLICATIONS	700.00	0.00	0.00	700.00	0.00
101-701-955.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
101-701-964.000	REFUNDS	125.00	0.00	0.00	125.00	0.00
Total Dept 701 - PLANNING COMMISSION		6,995.00	561.05	561.05	6,433.95	8.02
Dept 702 - ZONING ADMINISTRATION						
101-702-702.000	SALARIES & WAGES	26,796.00	2,284.24	2,284.24	24,511.76	8.52

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PERIOD ENDING 04/30/2024

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YTD BALANCE 04/30/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
<b>Fund 101 - GENERAL FUND</b>						
Expenditures						
101-702-702.001	DEPUTY WAGES	0.00	0.00	0.00	0.00	0.00
101-702-703.000	HEARING OFFICER WAGES	225.00	0.00	0.00	225.00	0.00
101-702-705.000	EMPLOYER FICA CONTRIBUTION	2,067.00	174.76	174.76	1,892.24	8.45
101-702-752.000	SUPPLIES/EQUIPMENT	50.00	0.00	0.00	50.00	0.00
101-702-802.000	PROF SERVICES	12,000.00	380.00	380.00	11,620.00	3.17
101-702-802.001	PROF SER ATTY	5,500.00	0.00	0.00	5,500.00	0.00
101-702-804.000	PROF SERV CONSU	0.00	0.00	0.00	0.00	0.00
101-702-812.000	REC SECRETARY	0.00	0.00	0.00	0.00	0.00
101-702-815.000	EDUCATION/TRAINING	150.00	0.00	0.00	150.00	0.00
101-702-860.000	TRAVEL EXPENSES	100.00	0.00	0.00	100.00	0.00
101-702-880.000	ADVERTISING-ZON	0.00	0.00	0.00	0.00	0.00
101-702-900.000	PRINT/PUBLISH	300.00	0.00	0.00	300.00	0.00
101-702-955.000	MISCELLANEOUS	50.00	0.00	0.00	50.00	0.00
101-702-964.000	REFUNDS	200.00	0.00	0.00	200.00	0.00
<b>Total Dept 702 - ZONING ADMINISTRATION</b>		<b>47,438.00</b>	<b>2,839.00</b>	<b>2,839.00</b>	<b>44,599.00</b>	<b>5.98</b>
Dept 703 - ZONING BOARD OF APPEALS						
101-703-702.000	SALARIES & WAGES	500.00	86.72	86.72	413.28	17.34
101-703-705.000	EMPLOYER FICA CONTRIB	50.00	33.68	33.68	16.32	67.36
101-703-802.000	PROF SERV ATTY	500.00	0.00	0.00	500.00	0.00
101-703-815.000	EDUCATION/TRAINING	300.00	0.00	0.00	300.00	0.00
101-703-860.000	TRAVEL EXPENSES	100.00	0.00	0.00	100.00	0.00
101-703-900.000	PRINT/PUBLISH	1,100.00	185.35	185.35	914.65	16.85
101-703-955.000	MISCELLANEOUS	100.00	0.00	0.00	100.00	0.00
101-703-964.000	REFUNDS	400.00	0.00	0.00	400.00	0.00
<b>Total Dept 703 - ZONING BOARD OF APPEALS</b>		<b>3,050.00</b>	<b>305.75</b>	<b>305.75</b>	<b>2,744.25</b>	<b>10.02</b>
<b>TOTAL EXPENDITURES</b>		<b>766,421.60</b>	<b>41,220.79</b>	<b>41,220.79</b>	<b>725,200.81</b>	<b>5.38</b>
<b>Fund 101 - GENERAL FUND:</b>						
<b>TOTAL REVENUES</b>		<b>483,764.20</b>	<b>117,030.49</b>	<b>117,030.49</b>	<b>366,733.71</b>	<b>24.19</b>
<b>TOTAL EXPENDITURES</b>		<b>766,421.60</b>	<b>41,220.79</b>	<b>41,220.79</b>	<b>725,200.81</b>	<b>5.38</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>(282,657.40)</b>	<b>75,809.70</b>	<b>75,809.70</b>	<b>(358,467.10)</b>	<b>26.82</b>

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PERIOD ENDING 04/30/2024

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YTD BALANCE 04/30/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDTG USED
<b>Fund 206 - FIRE FUND</b>						
<b>Revenues</b>						
<b>Dept 000</b>						
206-000-401.000	FROM PREV YEAR-END	0.00	0.00	0.00	0.00	0.00
206-000-402.000	CURR REAL P TAX	259,422.00	82,587.65	82,587.65	176,834.35	31.84
206-000-402.100	CURR PROP TAX - EQUIPMENT	130,617.00	41,581.25	41,581.25	89,035.75	31.83
206-000-411.000	DEL REAL P TAX	0.00	0.00	0.00	0.00	0.00
206-000-411.100	DEL REAL TX FIRE APPARTUS	0.00	0.00	0.00	0.00	0.00
206-000-552.001	STATE GRANTS FIRE	1,750.00	0.00	0.00	1,750.00	0.00
206-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	0.00	0.00	0.00	0.00	0.00
206-000-573.100	LOCAL COMMUNITY STABILIZATION SHARE EQU	0.00	0.00	0.00	0.00	0.00
206-000-664.000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
206-000-671.000	MISCELLANEOUS	0.00	4,372.00	4,372.00	(4,372.00)	100.00
206-000-674.000	DONATIONS	0.00	0.00	0.00	0.00	0.00
206-000-676.009	MFR REIMBURSE	27,500.00	0.00	0.00	27,500.00	0.00
206-000-699.000	TRANSFER IN	0.00	0.00	0.00	0.00	0.00
<b>Total Dept 000</b>		<b>419,289.00</b>	<b>128,540.90</b>	<b>128,540.90</b>	<b>290,748.10</b>	<b>30.66</b>
<b>TOTAL REVENUES</b>		<b>419,289.00</b>	<b>128,540.90</b>	<b>128,540.90</b>	<b>290,748.10</b>	<b>30.66</b>
<b>Expenditures</b>						
<b>Dept 000</b>						
206-000-955.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
206-000-995.000	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
<b>Total Dept 000</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Dept 336 - FIRE</b>						
206-336-702.000	SALARIES & WAGES	95,000.00	40.00	40.00	94,960.00	0.04
206-336-702.002	SALARIES \$ WAGES FIRE 2	0.00	0.00	0.00	0.00	0.00
206-336-703.000	PAYROLL EXPENSE	0.00	0.00	0.00	0.00	0.00
206-336-705.000	EMPLOYER FICA CONTRIB	7,267.00	3.06	3.06	7,263.94	0.04
206-336-721.000	UNIFORMS	5,000.00	109.84	109.84	4,890.16	2.20
206-336-725.000	MUTA EXPENSE	300.00	0.00	0.00	300.00	0.00
206-336-752.000	SUPPLIES/EQUIPMENT	20,000.00	36.96	36.96	19,963.04	0.18
206-336-800.000	PROF/CONTRACT SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
206-336-802.000	PROF SERVICES - SOFTWARE	1,000.00	1,007.00	1,007.00	(7.00)	100.70
206-336-805.000	PROF SERV-AUDIT	600.00	0.00	0.00	600.00	0.00
206-336-815.000	EDUCATION/TRAINING	2,500.00	1,306.29	1,306.29	1,193.71	52.25
206-336-828.000	BANK FEES	500.00	35.00	35.00	465.00	7.00
206-336-851.000	POSTAGE	800.00	123.03	123.03	676.97	15.38
206-336-855.000	OTHER SER/CHGS	0.00	0.00	0.00	0.00	0.00
206-336-860.000	TRAVEL EXPENSES	1,000.00	0.00	0.00	1,000.00	0.00
206-336-880.000	COMM PROMOTION	2,000.00	0.00	0.00	2,000.00	0.00
206-336-900.000	PRINT/PUBLISH	1,000.00	0.00	0.00	1,000.00	0.00
206-336-915.000	MEMBER/DUES	100.00	0.00	0.00	100.00	0.00
206-336-920.000	UTILITIES	14,000.00	1,568.75	1,568.75	12,431.25	11.21
206-336-931.000	REP/MAINT	45,000.00	10.40	10.40	44,989.60	0.02
206-336-935.000	INSURANCE	26,000.00	30,864.73	30,864.73	(4,864.73)	118.71
206-336-940.000	RENTALS	0.00	0.00	0.00	0.00	0.00
206-336-940.001	HYDRANT RENTALS	0.00	0.00	0.00	0.00	0.00
206-336-941.000	CONTINGENCY	2,000.00	0.00	0.00	2,000.00	0.00
206-336-955.000	MISCELLANEOUS	1,440.00	25.00	25.00	1,415.00	1.74
206-336-968.000	DEPRECIATION AND DEPLETION	0.00	0.00	0.00	0.00	0.00
206-336-968.001	LOSS ON DISPOSAL CAPITAL ASSET	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 04/30/2024

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YTD BALANCE 04/30/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
<b>Fund 206 - FIRE FUND</b>						
<b>Expenditures</b>						
206-336-970.000	CAPITAL OUTLAY	68,882.00	3,972.00	3,972.00	64,910.00	5.77
206-336-991.000	DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
206-336-991.100	DEBT SERVICE - PRINCIPAL	120,000.00	119,333.33	119,333.33	666.67	99.44
206-336-991.200	DEBT SERVICE - INTEREST	2,900.00	1,700.50	1,700.50	1,199.50	58.64
<b>Total Dept 336 - FIRE</b>		<b>419,289.00</b>	<b>160,135.89</b>	<b>160,135.89</b>	<b>259,153.11</b>	<b>38.19</b>
<b>TOTAL EXPENDITURES</b>		<b>419,289.00</b>	<b>160,135.89</b>	<b>160,135.89</b>	<b>259,153.11</b>	<b>38.19</b>
<b>Fund 206 - FIRE FUND:</b>						
<b>TOTAL REVENUES</b>		<b>419,289.00</b>	<b>128,540.90</b>	<b>128,540.90</b>	<b>290,748.10</b>	<b>30.66</b>
<b>TOTAL EXPENDITURES</b>		<b>419,289.00</b>	<b>160,135.89</b>	<b>160,135.89</b>	<b>259,153.11</b>	<b>38.19</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>0.00</b>	<b>(31,594.99)</b>	<b>(31,594.99)</b>	<b>31,594.99</b>	<b>100.00</b>

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PERIOD ENDING 04/30/2024

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YTD BALANCE 04/30/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
<b>Fund 209 - CEMETERY FUND</b>						
<b>Revenues</b>						
<b>Dept 000</b>						
209-000-401.000	PAR PREV YE BAL	18,038.00	0.00	0.00	18,038.00	0.00
209-000-402.000	CURR PROP TAX	100,222.00	28,550.44	28,550.44	71,671.56	28.49
209-000-411.000	DEL REAL PP TAX	0.00	0.00	0.00	0.00	0.00
209-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	0.00	0.00	0.00	0.00	0.00
209-000-607.000	SERV RENDERED	0.00	0.00	0.00	0.00	0.00
209-000-626.000	INTERMENT FEES	3,000.00	150.00	150.00	2,850.00	5.00
209-000-644.000	CEMETERY FOUNDATION	2,000.00	240.00	240.00	1,760.00	12.00
209-000-645.000	LOT SALES	5,000.00	0.00	0.00	5,000.00	0.00
209-000-646.000	COLUM SALES	10,000.00	0.00	0.00	10,000.00	0.00
209-000-647.000	SCAT GAR BRICK	100.00	250.00	250.00	(150.00)	250.00
209-000-664.000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
209-000-671.000	OTHER INCOME	2,400.00	0.00	0.00	2,400.00	0.00
209-000-672.001	VENDOR REFUNDS	0.00	0.00	0.00	0.00	0.00
209-000-699.000	TRANSFER IN	0.00	0.00	0.00	0.00	0.00
<b>Total Dept 000</b>		<b>140,760.00</b>	<b>29,190.44</b>	<b>29,190.44</b>	<b>111,569.56</b>	<b>20.74</b>
<b>TOTAL REVENUES</b>		<b>140,760.00</b>	<b>29,190.44</b>	<b>29,190.44</b>	<b>111,569.56</b>	<b>20.74</b>
<b>Expenditures</b>						
<b>Dept 567 - CEMETERY</b>						
209-567-702.000	SALARIES & WAGES	18,790.00	1,915.58	1,915.58	16,874.42	10.19
209-567-704.000	ASSIST BURIALS	0.00	0.00	0.00	0.00	0.00
209-567-704.001	CEMETERY ASSISTANT	3,150.00	287.68	287.68	2,862.32	9.13
209-567-705.000	EMPLOYER FICA CONTRIB	3,150.00	168.54	168.54	2,981.46	5.35
209-567-727.000	OFFICE SUPP	0.00	0.00	0.00	0.00	0.00
209-567-752.000	SUPPLIES/EQUIPMENT	5,300.00	1,268.06	1,268.06	4,031.94	23.93
209-567-801.000	PROF SERV-ATTOR	1,700.00	0.00	0.00	1,700.00	0.00
209-567-802.000	PRO SERV SOFTWA	2,100.00	1,007.00	1,007.00	1,093.00	47.95
209-567-804.000	PROF SERV MAP	250.00	0.00	0.00	250.00	0.00
209-567-805.000	PRO SERV AUDIT	400.00	0.00	0.00	400.00	0.00
209-567-806.000	COLUM PLAQUES	3,200.00	0.00	0.00	3,200.00	0.00
209-567-807.000	BRICK ENGRAVING	300.00	0.00	0.00	300.00	0.00
209-567-810.000	FOUNDATION EXP	2,000.00	0.00	0.00	2,000.00	0.00
209-567-815.000	EDUCATION/TRAINING	0.00	0.00	0.00	0.00	0.00
209-567-828.000	BANK FEES	420.00	40.01	40.01	379.99	9.53
209-567-830.008	ADMIN EXPENSE	3,150.00	0.00	0.00	3,150.00	0.00
209-567-851.000	POSTAGE	50.00	72.88	72.88	(22.88)	145.76
209-567-855.000	OTHER SER/CHGS	0.00	0.00	0.00	0.00	0.00
209-567-860.000	TRAVEL EXPENSES	0.00	0.00	0.00	0.00	0.00
209-567-900.000	PRINT/PUBLISH	300.00	0.00	0.00	300.00	0.00
209-567-910.000	EDUCATION/TRAINING	0.00	0.00	0.00	0.00	0.00
209-567-913.000	TRAVEL	0.00	0.00	0.00	0.00	0.00
209-567-915.000	MEMBER/DUES	0.00	0.00	0.00	0.00	0.00
209-567-920.000	UTILITIES	3,200.00	405.62	405.62	2,794.38	12.68
209-567-928.000	REFUNDS	500.00	0.00	0.00	500.00	0.00
209-567-930.000	REP/MAINT BLDGS	500.00	0.00	0.00	500.00	0.00
209-567-930.001	REP/MAINT GROUN	22,500.00	3,250.00	3,250.00	19,250.00	14.44
209-567-931.000	REP/MAINT EQUIP	2,000.00	47.99	47.99	1,952.01	2.40
209-567-931.001	REP/MAINT IRRIG	14,000.00	0.00	0.00	14,000.00	0.00
209-567-935.000	INSURANCE	2,500.00	0.00	0.00	2,500.00	0.00
209-567-941.000	CONTINGENCY	0.00	0.00	0.00	0.00	0.00
209-567-955.000	MISCELLANEOUS	1,300.00	0.00	0.00	1,300.00	0.00

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PERIOD ENDING 04/30/2024

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YTD BALANCE 04/30/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
<b>Fund 209 - CEMETERY FUND</b>						
Expenditures						
209-567-970.000	CAPITAL OUTLAY	50,000.00	0.00	0.00	50,000.00	0.00
Total Dept 567 - CEMETERY		140,760.00	8,463.36	8,463.36	132,296.64	6.01
TOTAL EXPENDITURES		140,760.00	8,463.36	8,463.36	132,296.64	6.01
<b>Fund 209 - CEMETERY FUND:</b>						
TOTAL REVENUES		140,760.00	29,190.44	29,190.44	111,569.56	20.74
TOTAL EXPENDITURES		140,760.00	8,463.36	8,463.36	132,296.64	6.01
NET OF REVENUES & EXPENDITURES		0.00	20,727.08	20,727.08	(20,727.08)	100.00



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PERIOD ENDING 04/30/2024

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YTD BALANCE 04/30/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
<b>Fund 286 - AMERICAN RESCUE PLAN</b>						
Revenues						
Dept 000						
286-000-401.000	PREV YEAR-END	0.00	0.00	0.00	0.00	0.00
286-000-528.000	FEDERAL GRANTS - OTHER	0.00	0.00	0.00	0.00	0.00
286-000-665.000	INTEREST	5,500.00	0.00	0.00	5,500.00	0.00
286-000-666.000	DIVIDENDS	0.00	0.00	0.00	0.00	0.00
286-000-699.000	INTERFUND TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
Total Dept 000		5,500.00	0.00	0.00	5,500.00	0.00
TOTAL REVENUES		5,500.00	0.00	0.00	5,500.00	0.00
Expenditures						
Dept 272						
286-272-802.000	EXPENDITURES	5,500.00	0.00	0.00	5,500.00	0.00
286-272-821.000	OTHER CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
286-272-977.000	MACHINERY & EQUIPMENT	0.00	0.00	0.00	0.00	0.00
286-272-984.000	SOFTWARE	0.00	0.00	0.00	0.00	0.00
286-272-995.000	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
Total Dept 272		5,500.00	0.00	0.00	5,500.00	0.00
TOTAL EXPENDITURES		5,500.00	0.00	0.00	5,500.00	0.00
<b>Fund 286 - AMERICAN RESCUE PLAN:</b>						
TOTAL REVENUES		5,500.00	0.00	0.00	5,500.00	0.00
TOTAL EXPENDITURES		5,500.00	0.00	0.00	5,500.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

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PERIOD ENDING 04/30/2024

GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YTD BALANCE 04/30/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDTG USED
<b>Fund 592 - SEWER FUND</b>						
Revenues						
Dept 000						
592-000-488.000	UTILITY BILLING REVENUE	0.00	0.00	0.00	0.00	0.00
592-000-501.000	FEDERAL GRANTS - GENERAL	0.00	0.00	0.00	0.00	0.00
592-000-552.000	STATE GRANTS - SANITATION	0.00	0.00	0.00	0.00	0.00
592-000-580.000	OTHER GRANTS	0.00	0.00	0.00	0.00	0.00
592-000-608.000	SEWER CONNECTION FEES	0.00	0.00	0.00	0.00	0.00
592-000-610.000	LATE FEES	0.00	0.00	0.00	0.00	0.00
592-000-642.000	TWP. SEWER SALES	128,500.00	33,194.45	33,194.45	95,305.55	25.83
592-000-656.000	PENALTIES	500.00	0.00	0.00	500.00	0.00
592-000-664.000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
592-000-671.000	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
592-000-672.001	VENDOR REFUNDS	0.00	0.00	0.00	0.00	0.00
592-000-699.000	TRANSFER IN	125,000.00	0.00	0.00	125,000.00	0.00
Total Dept 000		254,000.00	33,194.45	33,194.45	220,805.55	13.07
TOTAL REVENUES		254,000.00	33,194.45	33,194.45	220,805.55	13.07
Expenditures						
Dept 538 - SHARED N&S SEWER EXPENDITURES						
592-538-752.000	SUPPLIES/EQUIPMENT	3,104.86	0.00	0.00	3,104.86	0.00
592-538-804.000	PROF SER SOFTWA	2,500.00	1,007.00	1,007.00	1,493.00	40.28
592-538-829.000	STATE PERMITS	1,800.00	0.00	0.00	1,800.00	0.00
592-538-830.001	UTILITY LOCATING SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
592-538-830.002	ENGINEERING SERVICES	45,000.00	3,000.00	3,000.00	42,000.00	6.67
592-538-830.003	OPERATION SERVICES	0.00	0.00	0.00	0.00	0.00
592-538-830.004	FINANCIAL CONSULTANT SERVICES	15,000.00	0.00	0.00	15,000.00	0.00
592-538-830.005	LEGAL SERVICES	15,000.00	0.00	0.00	15,000.00	0.00
592-538-830.006	AUDITOR SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
592-538-830.008	ADMIN EXPENSE	3,150.00	0.00	0.00	3,150.00	0.00
592-538-851.100	POSTAGE - SEWER	400.00	232.56	232.56	167.44	58.14
592-538-855.000	OTHER SER/CHGS	2,000.00	0.00	0.00	2,000.00	0.00
592-538-995.000	TRANSFERS OUT	27,022.57	0.00	0.00	27,022.57	0.00
Total Dept 538 - SHARED N&S SEWER EXPENDITURES		121,977.43	4,239.56	4,239.56	117,737.87	3.48
Dept 539 - SHARED N&S SEWER ADMINISTRATION						
592-539-702.000	SALARIES & WAGES	5,000.00	497.00	497.00	4,503.00	9.94
592-539-705.000	EMPLOYER FICA CONTRIB	500.00	38.01	38.01	461.99	7.60
592-539-830.007	LIABILITY INSURANCE - SEWER	2,500.00	0.00	0.00	2,500.00	0.00
592-539-915.000	MEMBER/DUES	0.00	0.00	0.00	0.00	0.00
592-539-955.000	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
592-539-968.100	EQUIPMENT DEPRECIATION	0.00	0.00	0.00	0.00	0.00
592-539-970.006	CAPITAL OUTLAY - SEWER	3,000.00	0.00	0.00	3,000.00	0.00
592-539-991.100	DEBT SERVICE - PRINCIPAL	0.00	25,000.00	25,000.00	(25,000.00)	100.00
592-539-991.200	DEBT SERVICE - INTEREST	2,022.57	2,022.57	2,022.57	0.00	100.00
Total Dept 539 - SHARED N&S SEWER ADMINISTRATION		13,522.57	27,557.58	27,557.58	(14,035.01)	203.79
Dept 540 - TWP NORTH SEWER EXPENDITURES						
592-540-752.000	SUPPLIES/EQUIPMENT	5,000.00	0.00	0.00	5,000.00	0.00
592-540-800.000	PROF/CONTRACT SERVICES	15,000.00	0.00	0.00	15,000.00	0.00

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PERIOD ENDING 04/30/2024

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GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YTD BALANCE 04/30/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
<b>Fund 592 - SEWER FUND</b>						
<b>Expenditures</b>						
592-540-920.000	UTILITIES	10,000.00	9,236.68	9,236.68	763.32	92.37
592-540-931.000	REP/MAINT	2,000.00	0.00	0.00	2,000.00	0.00
592-540-942.000	EQUIPMENT RENTAL	1,000.00	0.00	0.00	1,000.00	0.00
592-540-970.006	CAPITAL OUTLAY - SEWER	30,000.00	0.00	0.00	30,000.00	0.00
592-540-991.100	DEBT SERVICE - PRINCIPAL	0.00	0.00	0.00	0.00	0.00
592-540-991.200	DEBT SERVICE - INTEREST	0.00	0.00	0.00	0.00	0.00
<b>Total Dept 540 - TWP NORTH SEWER EXPENDITURES</b>		<b>63,000.00</b>	<b>9,236.68</b>	<b>9,236.68</b>	<b>53,763.32</b>	<b>14.66</b>
<b>Dept 541 - TWP SOUTH SEWER EXPENDITURES</b>						
592-541-752.000	SUPPLIES/EQUIPMENT	3,500.00	0.00	0.00	3,500.00	0.00
592-541-800.000	PROF/CONTRACT SERVICES	30,000.00	0.00	0.00	30,000.00	0.00
592-541-920.000	UTILITIES	3,000.00	649.11	649.11	2,350.89	21.64
592-541-931.000	REP/MAINT	10,000.00	0.00	0.00	10,000.00	0.00
592-541-942.000	EQUIPMENT RENTAL	1,000.00	0.00	0.00	1,000.00	0.00
592-541-970.006	CAPITAL OUTLAY - SEWER	8,000.00	0.00	0.00	8,000.00	0.00
592-541-991.100	DEBT SERVICE - PRINCIPAL	0.00	0.00	0.00	0.00	0.00
592-541-991.200	DEBT SERVICE - INTEREST	0.00	0.00	0.00	0.00	0.00
<b>Total Dept 541 - TWP SOUTH SEWER EXPENDITURES</b>		<b>55,500.00</b>	<b>649.11</b>	<b>649.11</b>	<b>54,850.89</b>	<b>1.17</b>
<b>TOTAL EXPENDITURES</b>		<b>254,000.00</b>	<b>41,682.93</b>	<b>41,682.93</b>	<b>212,317.07</b>	<b>16.41</b>
<b>Fund 592 - SEWER FUND:</b>						
<b>TOTAL REVENUES</b>		<b>254,000.00</b>	<b>33,194.45</b>	<b>33,194.45</b>	<b>220,805.55</b>	<b>13.07</b>
<b>TOTAL EXPENDITURES</b>		<b>254,000.00</b>	<b>41,682.93</b>	<b>41,682.93</b>	<b>212,317.07</b>	<b>16.41</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>0.00</b>	<b>(8,488.48)</b>	<b>(8,488.48)</b>	<b>8,488.48</b>	<b>100.00</b>
<b>TOTAL REVENUES - ALL FUNDS</b>						
<b>TOTAL REVENUES - ALL FUNDS</b>		<b>1,303,313.20</b>	<b>307,956.28</b>	<b>307,956.28</b>	<b>995,356.92</b>	<b>23.63</b>
<b>TOTAL EXPENDITURES - ALL FUNDS</b>		<b>1,585,970.60</b>	<b>251,502.97</b>	<b>251,502.97</b>	<b>1,334,467.63</b>	<b>15.86</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>(282,657.40)</b>	<b>56,453.31</b>	<b>56,453.31</b>	<b>(339,110.71)</b>	<b>19.97</b>

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GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	YTD BALANCE 04/30/2024 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2024 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
<b>Fund 204 - ROAD FUND</b>						
Revenues						
Dept 000						
204-000-402.000	CURRENT REAL PR	130,617.95	41,581.25	41,581.25	89,036.70	31.83
204-000-405.000	TAX AD FEE	0.00	0.00	0.00	0.00	0.00
204-000-411.000	DEL REAL P TAX	0.00	0.00	0.00	0.00	0.00
204-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	0.00	0.00	0.00	0.00	0.00
204-000-664.000	INTEREST INCOME	1,795.00	0.00	0.00	1,795.00	0.00
204-000-699.000	TRANSFER IN	90,000.00	0.00	0.00	90,000.00	0.00
Total Dept 000		222,412.95	41,581.25	41,581.25	180,831.70	18.70
TOTAL REVENUES		222,412.95	41,581.25	41,581.25	180,831.70	18.70
Expenditures						
Dept 000						
204-000-702.000	SALARIES & WAGES	1,600.00	0.00	0.00	1,600.00	0.00
204-000-705.000	EMPLOYER FICA CONTRIB	120.00	0.00	0.00	120.00	0.00
204-000-805.000	PROF SERV-AUDIT	575.00	0.00	0.00	575.00	0.00
204-000-855.000	OTHER SER/CHGS	0.00	0.00	0.00	0.00	0.00
204-000-930.000	REP/MAIN BRINE	8,500.00	0.00	0.00	8,500.00	0.00
204-000-934.002	REP/MAIN INTERI	211,000.00	0.00	0.00	211,000.00	0.00
204-000-955.000	MISCELLANEOUS	618.00	0.00	0.00	618.00	0.00
Total Dept 000		222,413.00	0.00	0.00	222,413.00	0.00
TOTAL EXPENDITURES		222,413.00	0.00	0.00	222,413.00	0.00
Fund 204 - ROAD FUND:						
TOTAL REVENUES		222,412.95	41,581.25	41,581.25	180,831.70	18.70
TOTAL EXPENDITURES		222,413.00	0.00	0.00	222,413.00	0.00
NET OF REVENUES & EXPENDITURES		(0.05)	41,581.25	41,581.25	(41,581.30)	83,162,5

INVOICE REGISTER REPORT FOR PENTWATER TOWNSHIP  
 POST DATES 04/04/2024 - 05/08/2024  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: GFCKG

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
2505	CONSUMERS ENERGY	04/01/2024	04/04/2024	73.49	0.00	Paid	Y
2506	CONSUMERS ENERGY	04/01/2024	04/04/2024	24.92	0.00	Paid	Y
2507	LUDINGTON DAILY NEWS, OCEANA HERA	03/07/2024	04/04/2024	168.50	0.00	Paid	Y
2508	LUDINGTON DAILY NEWS, OCEANA HERA	03/08/2024	04/04/2024	152.88	0.00	Paid	Y
2509	LUDINGTON DAILY NEWS, OCEANA HERA	03/21/2024	04/04/2024	185.35	0.00	Paid	Y
2510	LUDINGTON DAILY NEWS, OCEANA HERA	03/28/2024	04/04/2024	202.20	0.00	Paid	Y
2511	MAUREEN MURPHY	03/31/2024	04/04/2024	12.73	0.00	Paid	Y
2513	ROBERT MILLER	03/25/2024	04/09/2024	60.41	0.00	Paid	Y
2514	ROBERT MILLER	03/27/2024	04/09/2024	26.49	0.00	Paid	Y
2515	CONSUMERS CREDIT UNION	04/02/2024	04/09/2024	252.84	0.00	Paid	Y
2516	CHARTER COMMUNICATIONS	04/01/2024	04/10/2024	355.94	0.00	Paid	Y
2517	GREAT LAKES ENERGY	04/10/2024	04/10/2024	0.00	0.00	Void	Y
2518	MICHIGAN TOWNSHIP ASSOCIATION	03/04/2024	04/10/2024	33.00	0.00	Paid	Y
2519	SHOTWELL SOLUTIONS LLC	04/04/2024	04/10/2024	1,153.34	0.00	Paid	Y
2520	QUADIANT FINANCE USA INC	04/01/2024	04/10/2024	514.18	0.00	Paid	Y
2547	DTE ENERGY	04/05/2024	04/11/2024	125.21	0.00	Paid	Y
2550	CINTAS	04/11/2024	04/12/2024	77.00	0.00	Paid	Y
2551	DEBRA FLOOD	04/12/2024	04/12/2024	75.06	0.00	Paid	Y
2552	FLEIS & VANDENBRINK	01/12/2024	04/12/2024	164.31	0.00	Paid	Y
2553	FLEIS & VANDENBRINK	04/09/2024	04/12/2024	380.00	0.00	Paid	Y
2554	INTEGRITY BUSINESS SOLUTIONS	04/15/2024	04/16/2024	58.69	0.00	Paid	Y
2555	PENTWATER TOWNSHIP LIBRARY	04/08/2024	04/16/2024	57.00	0.00	Paid	Y
2557	BS&A SOFTWARE	05/01/2024	04/23/2024	1,007.00	0.00	Paid	Y
2558	ELECTION SOURCE	04/16/2024	04/23/2024	48.41	0.00	Paid	Y
2559	INTEGRITY BUSINESS SOLUTIONS	04/19/2024	04/23/2024	239.33	0.00	Paid	Y
2568	INTEGRITY BUSINESS SOLUTIONS	04/23/2024	04/24/2024	78.67	0.00	Paid	Y
2574	MAUREEN MURPHY	04/25/2024	04/25/2024	90.47	0.00	Paid	Y
2583	CINTAS	04/25/2024	04/26/2024	77.00	0.00	Paid	Y
2584	INTEGRITY BUSINESS SOLUTIONS	04/25/2024	04/26/2024	19.48	0.00	Paid	Y
2597	ANAVON TECHNOLOGY GROUP	05/01/2024	05/03/2024	125.09	125.09	Open	N
2598	CONSUMERS ENERGY	05/01/2024	05/04/2024	79.98	79.98	Open	N
2599	CHARTER COMMUNICATIONS	05/01/2024	05/07/2024	4.02	4.02	Open	N
2600	CONSUMERS ENERGY	05/01/2024	05/07/2024	27.61	27.61	Open	N
2601	CONSUMERS ENERGY	04/26/2024	05/07/2024	194.85	194.85	Open	N
2602	ELECTION SOURCE	05/03/2024	05/07/2024	509.00	509.00	Open	N
2603	HEATHER DOUGLAS	04/29/2024	05/07/2024	208.29	208.29	Open	N
2604	JONS TO GO	05/01/2024	05/07/2024	105.00	105.00	Open	N
2605	MAUREEN MURPHY	05/01/2024	05/07/2024	69.68	69.68	Open	N
2606	MIKA MYERS	04/10/2024	05/07/2024	350.00	350.00	Open	N
2607	MIKA MYERS	04/10/2024	05/07/2024	1,683.00	1,683.00	Open	N
2608	PENTWATER TOWNSHIP LIBRARY	04/23/2024	05/07/2024	136.70	136.70	Open	N
2609	QUADIANT FINANCE USA INC	05/01/2024	05/07/2024	500.00	500.00	Open	N
2610	REPUBLIC SERVICES #240	04/28/2024	05/07/2024	3,575.85	3,575.85	Open	N
2611	RICOH USA, INC - 1	04/19/2024	05/07/2024	111.92	111.92	Open	N
2612	SHOTWELL SOLUTIONS LLC	05/01/2024	05/07/2024	630.00	630.00	Open	N
2613	SPECTRUM PRINTERS, INC	05/02/2024	05/07/2024	32.23	32.23	Open	N

INVOICE REGISTER REPORT FOR PENTWATER TOWNSHIP  
 POST DATES 04/04/2024 - 05/08/2024  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: GFCKG (CONT.)

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
# of Invoices:	46	# Due:	17	Totals:	14,057.12	8,343.22	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				14,057.12	8,343.22		
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			14,057.12	8,343.22		
--- TOTALS BY DEPT/ACTIVITY ---							
	215 - CLERK			102.68	69.68		
	253 - TREASURER			283.35	208.29		
	262 - ELECTION			1,256.18	541.23		
	265 - TOWNSHIP			7,917.50	3,843.17		
	526 - TRANSFER STATION			3,767.75	3,680.85		
	701 - PLANNING COMMISSION			164.31	0.00		
	702 - ZONING ADMINISTRATION			380.00	0.00		
	703 - ZONING BOARD OF APPEALS			185.35	0.00		

28,711.37 (PK)  
 42,768.49

INVOICE REGISTER REPORT FOR PENTWATER TOWNSHIP  
 POST DATES 04/04/2024 - 05/08/2024  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: CEMCK

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
2542	CONSUMERS ENERGY	03/22/2024	04/10/2024	28.77	0.00	Paid	Y
2543	CONSUMERS ENERGY	03/22/2024	04/10/2024	29.92	0.00	Paid	Y
2544	CONSUMERS ENERGY	03/22/2024	04/10/2024	35.53	0.00	Paid	Y
2545	CONSUMERS ENERGY	03/22/2024	04/10/2024	28.77	0.00	Paid	Y
2546	PENTWATER TOWNSHIP	04/03/2024	04/10/2024	72.88	0.00	Paid	Y
2556	FRONTIER	04/10/2024	04/16/2024	153.15	0.00	Paid	Y
2560	BS&A SOFTWARE	05/01/2024	04/23/2024	1,007.00	0.00	Paid	Y
2561	KLOTZ AUTO PARTS	04/09/2024	04/23/2024	47.99	0.00	Paid	Y
2562	LARSON AND SON	04/10/2024	04/23/2024	26.96	0.00	Paid	Y
2563	LARSON AND SON	04/09/2024	04/23/2024	127.91	0.00	Paid	Y
2564	PENTWATER CONVENIENCE CENTER	04/01/2024	04/23/2024	20.81	0.00	Paid	Y
2565	PENTWATER CONVENIENCE CENTER	04/01/2024	04/23/2024	71.50	0.00	Paid	Y
2569	LARSON AND SON	04/22/2024	04/24/2024	235.93	0.00	Paid	Y
2573	RYANS LAWN CARE	04/24/2024	04/25/2024	3,000.00	0.00	Paid	Y
2577	CONSUMERS ENERGY	04/23/2024	04/26/2024	28.77	0.00	Paid	Y
2578	CONSUMERS ENERGY	04/23/2024	04/26/2024	39.65	0.00	Paid	Y
2579	CONSUMERS ENERGY	04/23/2024	04/26/2024	29.99	0.00	Paid	Y
2580	CONSUMERS ENERGY	04/23/2024	04/26/2024	31.07	0.00	Paid	Y
2581	EVERET K. HORTON	04/21/2024	04/26/2024	250.00	0.00	Paid	Y
2582	HOLLAND SUPPLY	04/23/2024	04/26/2024	784.95	0.00	Paid	Y
2596	RUGGLES & SON MASONARY	05/03/2024	05/03/2024	1,000.00	1,000.00	Open	N

# of Invoices: 21 # Due: 1  
 # of Credit Memos: 0 # Due: 0

Totals: 7,051.55 1,000.00  
 Totals: 0.00 0.00

Net of Invoices and Credit Memos:

7,051.55 1,000.00

*2,575.24 (PR)*

*9,627.79*

--- TOTALS BY FUND ---

209 - CEMETERY FUND

7,051.55 1,000.00

--- TOTALS BY DEPT/ACTIVITY ---

567 - CEMETERY

7,051.55 1,000.00

INVOICE REGISTER REPORT FOR PENTWATER TOWNSHIP  
 POST DATES 04/04/2024 - 05/08/2024  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: FDCHK

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
2521	CHARTER COMMUNICATIONS	04/01/2024	04/10/2024	285.19	0.00	Paid	Y
2522	BHS	04/01/2024	04/10/2024	2,137.00	0.00	Paid	Y
2523	BHS	04/01/2024	04/10/2024	26,322.00	0.00	Paid	Y
2524	J & B MEDICAL	04/01/2024	04/10/2024	3,972.00	0.00	Paid	Y
2525	KLOTZ AUTO PARTS	04/01/2024	04/10/2024	10.40	0.00	Paid	Y
2526	LARSON AND SON	04/01/2024	04/10/2024	23.97	0.00	Paid	Y
2527	MARK HAYNOR	04/01/2024	04/10/2024	25.00	0.00	Paid	Y
2528	MICHIGAN COUNTIES WORKERS COMP FU	04/01/2024	04/10/2024	2,405.73	0.00	Paid	Y
2529	NYE UNIFORM	04/01/2024	04/10/2024	109.84	0.00	Paid	Y
2530	OCEANA CO FIREFIGHTERS TRAINING	03/31/2024	04/10/2024	1,250.00	0.00	Paid	Y
2531	PENTWATER TOWNSHIP	04/03/2024	04/10/2024	123.03	0.00	Paid	Y
2532	REPUBLIC SERVICES #240	03/25/2024	04/10/2024	173.98	0.00	Paid	Y
2533	VERIZON	03/24/2024	04/10/2024	76.02	0.00	Paid	Y
2534	VILLAGE OF PENTWATER	04/01/2024	04/10/2024	78.00	0.00	Paid	Y
2535	WITMER PUBLIC SAFETY GROUP	03/14/2024	04/10/2024	12.99	0.00	Paid	Y
2566	BS&A SOFTWARE	05/01/2024	04/23/2024	1,007.00	0.00	Paid	Y
2567	DTE ENERGY	04/05/2024	04/23/2024	144.06	0.00	Paid	Y
2570	SHELBY BENONA FIRE DEPARTMENT	04/08/2024	04/24/2024	56.29	0.00	Paid	Y
2585	CONSUMERS ENERGY	04/23/2024	04/26/2024	321.66	0.00	Paid	Y
2586	PENTWATER CONVENIENCE CENTER	04/01/2024	04/26/2024	71.49	0.00	Paid	Y
2587	PENTWATER CONVENIENCE CENTER	04/01/2024	04/26/2024	59.43	0.00	Paid	Y
2588	PENTWATER CONVENIENCE CENTER	04/01/2024	04/26/2024	52.70	0.00	Paid	Y
2589	WESTSHORE BANK	04/16/2024	04/26/2024	121,033.83	0.00	Paid	Y
2614	CHARTER COMMUNICATIONS	05/01/2024	05/07/2024	285.19	285.19	Open	N
2615	NYE UNIFORM	04/26/2024	05/07/2024	389.50	389.50	Open	N
2616	NYE UNIFORM	04/26/2024	05/07/2024	187.61	187.61	Open	N

# of Invoices: 26 # Due: 3  
 # of Credit Memos: 0 # Due: 0

Totals: 160,613.91 862.30  
 Totals: 0.00 0.00

Net of Invoices and Credit Memos: 160,613.91 862.30

--- TOTALS BY FUND ---  
 206 - FIRE FUND 160,613.91 862.30  
 --- TOTALS BY DEPT/ACTIVITY ---  
 336 - FIRE 160,613.91 862.30

*46.12 (PR)*  
~~161,200.03~~  
 161,660.03



INVOICE REGISTER REPORT FOR PENTWATER TOWNSHIP  
 POST DATES 04/04/2024 - 05/08/2024  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: SEW

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
2536	CONSUMERS ENERGY	03/21/2024	04/10/2024	42.14	0.00	Paid	Y
2537	CONSUMERS ENERGY	03/21/2024	04/10/2024	53.32	0.00	Paid	Y
2538	GREAT LAKES ENERGY	03/17/2024	04/10/2024	296.65	0.00	Paid	Y
2539	PENTWATER TOWNSHIP	04/03/2024	04/10/2024	232.56	0.00	Paid	Y
2540	PENTWATER TOWNSHIP	04/01/2024	04/10/2024	27,022.57	0.00	Paid	Y
2541	VILLAGE OF PENTWATER	04/01/2024	04/10/2024	9,030.87	0.00	Paid	Y
2548	DTE ENERGY	04/05/2024	04/11/2024	60.37	0.00	Paid	Y
2549	FLEIS & VANDENBRINK	04/01/2024	04/11/2024	3,000.00	0.00	Paid	Y
2571	BS&A SOFTWARE	05/01/2024	04/24/2024	1,007.00	0.00	Paid	Y
2572	GREAT LAKES ENERGY	04/16/2024	04/24/2024	292.09	0.00	Paid	Y
2575	CONSUMERS ENERGY	04/22/2024	04/25/2024	48.15	0.00	Paid	Y
2576	CONSUMERS ENERGY	04/22/2024	04/25/2024	62.20	0.00	Paid	Y
2590	FLEIS & VANDENBRINK	04/15/2024	04/26/2024	170.50	170.50	Open	N
2591	FLEIS & VANDENBRINK	04/15/2024	04/26/2024	976.84	976.84	Open	N
2592	FLEIS & VANDENBRINK	04/15/2024	04/26/2024	1,024.70	1,024.70	Open	N
2593	F&V OPERATIONS	04/15/2024	05/03/2024	170.50	170.50	Open	N
2594	F&V OPERATIONS	04/15/2024	05/03/2024	976.84	976.84	Open	N
2595	F&V OPERATIONS	04/15/2024	05/03/2024	1,024.70	1,024.70	Open	N

# of Invoices:	18	# Due:	6	Totals:	45,492.00	4,344.08
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00

Net of Invoices and Credit Memos: 45,492.00    4,344.08

*535.02 (PK)*  
~~46,027.02~~

--- TOTALS BY FUND ---					
	592 - SEWER FUND			45,492.00	4,344.08
--- TOTALS BY DEPT/ACTIVITY ---					
	538 - SHARED N&S SEWER EXPENDITUR			4,580.56	341.00
	539 - SHARED N&S SEWER ADMINISTRA			27,022.57	0.00
	540 - TWP NORTH SEWER EXPENDITURE			11,190.36	1,953.68
	541 - TWP SOUTH SEWER EXPENDITURE			2,698.51	2,049.40

For Check Dates 04/11/2024 to 05/14/2024

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
04/30/2024	GFCKG	22824	BEAVIS, GLENN C	1,239.00	841.52	0.00	Open
04/30/2024	GFCKG	22825	CAVAZOS, LYNNETTE M	1,559.88	1,226.74	0.00	Open
04/30/2024	GFCKG	22826	CLUCHEY, TERRY L.	86.72	76.40	0.00	Open
04/30/2024	GFCKG	22827	DEGREGORIO, PAULA M	86.72	76.40	0.00	Open
04/30/2024	GFCKG	22828	DOUGLAS, HEATHER A	1,559.88	1,350.19	0.00	Open
04/30/2024	GFCKG	22829	EATON, BARBARA C	2,392.25	1,921.33	0.00	Open
04/30/2024	GFCKG	22830	EDWARDS, KEITH J	1,159.04	1,028.80	0.00	Open
04/30/2024	GFCKG	22831	FLOOD, DEBRA A	315.00	287.43	0.00	Open
04/30/2024	GFCKG	22832	FLOOD, JOSEPH M	462.15	407.15	0.00	Open
04/30/2024	GFCKG	22833	FLYNN, MICHAEL W	141.14	114.35	0.00	Open
04/30/2024	GFCKG	22834	HOLUB, DEAN J	141.14	124.34	0.00	Open
04/30/2024	GFCKG	22835	HOOYMAN, PATRICK J	86.72	76.40	0.00	Open
04/30/2024	GFCKG	22836	MILLER, ROBERT A	787.72	702.28	0.00	Open
04/30/2024	GFCKG	22837	MONTON, ANTHONY A	108.40	95.50	0.00	Open
04/30/2024	GFCKG	22838	MURPHY, MAUREEN H	1,559.88	1,350.19	0.00	Open
04/30/2024	GFCKG	EFT184	EFTPS TWP	2,486.64	2,486.64	0.00	Open
04/18/2024	GFCKG	EFT182	EFTPS TWP	2,583.86	2,583.86	0.00	Open
04/15/2024	GFCKG	22799	BEAVIS, GLENN C	1,433.18	954.35	0.00	Open
04/15/2024	GFCKG	22800	CAVAZOS, LYNNETTE M	1,559.88	1,226.75	0.00	Open
04/15/2024	GFCKG	22801	CLUCHEY, TERRY L.	86.72	76.40	0.00	Open
04/15/2024	GFCKG	22802	DOUGLAS, HEATHER A	1,559.88	1,350.20	0.00	Open
04/15/2024	GFCKG	22803	EATON, BARBARA C	2,392.25	1,921.33	0.00	Open
04/15/2024	GFCKG	22804	EDWARDS, KEITH J	1,285.04	1,127.19	0.00	Open
04/15/2024	GFCKG	22805	FLOOD, DEBRA A	357.00	324.44	0.00	Open
04/15/2024	GFCKG	22806	FLOOD, JOSEPH M	248.08	218.56	0.00	Open
04/15/2024	GFCKG	22807	HEPWORTH, J. RANDOLPH	86.72	80.08	0.00	Open
04/15/2024	GFCKG	22808	HOLUB, DEAN J	141.14	124.35	0.00	Open
04/15/2024	GFCKG	22809	MILLER, ROBERT A	686.90	624.35	0.00	Open
04/15/2024	GFCKG	22810	MITCHELL, MARGARET C	301.60	301.60	0.00	Open
04/15/2024	GFCKG	22811	MURPHY, MAUREEN H	1,559.88	1,350.20	0.00	Open

Check Register Report For Pentwater Township  
For Check Dates 04/11/2024 to 05/14/2024

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
04/15/2024	GFCCKG	22812	TRIERWEILER, MARK J	86.72	80.08	0.00	Open
04/15/2024	GFCCKG	22813	WRISLEY, JEFFREY A	86.72	53.04	0.00	Open
04/15/2024	GFCCKG	22814	WRISLEY, JEFFREY A	83.52	83.52	0.00	Open
Totals:							
				Number of Checks: 033	28,711.37	24,645.96	0.00
Total Physical Checks:				31			
Total Check Stubs:				2			

For Check Dates 04/11/2024 to 05/14/2024

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
04/30/2024	CEMCK	EFT183	EFTPS CEMETERY	371.98	371.98	0.00	Cleared
04/29/2024	CEMCK	6289	BAILEY, CHRISTOPHER R.	782.79	692.02	0.00	Cleared
04/29/2024	CEMCK	6290	LYNN, ROBERT L	287.68	263.36	0.00	Open
04/15/2024	CEMCK	6278	BAILEY, CHRISTOPHER R.	782.79	692.02	0.00	Cleared
04/15/2024	CEMCK	6279	MURPHY, MAUREEN H	350.00	308.35	0.00	Cleared
Totals:				Number of Checks: 005	2,575.24	2,327.73	0.00
Total Physical Checks:				4			
Total Check Stubs:				1			

For Check Dates 04/11/2024 to 05/14/2024

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status	
04/18/2024	FDCHK	EFT180	EFTPS FIRE	6.12	6.12	0.00	Cleared	
04/15/2024	FDCHK	4104	SMITH, KAREN R	40.00	36.94	0.00	Cleared	
Totals:								
				Number of Checks:	002	46.12	43.06	0.00
Total Physical Checks:					1			
Total Check Stubs:					1			

For Check Dates 04/11/2024 to 05/14/2024

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
04/30/2024	SEW	EFT185	EFTPS SEWER	22.48	22.48	0.00	Open
04/29/2024	SEW	8131	EDWARDS, KEITH J	147.00	135.76	0.00	Open
04/18/2024	SEW	EFT181	EFTPS SEWER	53.54	53.54	0.00	Open
04/17/2024	SEW	8125	DOUGLAS, HEATHER A	350.00	323.23	0.00	Open
Totals:							
		Number of Checks: 004		573.02	535.01	0.00	
Total Physical Checks:				2			
Total Check Stubs:				2			

## Clerk's Report – May 15, 2024



### Reminder: Revised TWP Board Meeting Schedule

Any Month with an Election (May, August and November) The Township Board Meeting Has Changed to the 3<sup>rd</sup> Wednesday of the Month.

Next Election is the State Primary which is on August 6, 2024. So, Mark Your Calendars Our August Board Meeting Will Be On Wednesday August 21, 2024 at 6:00pm.

Also Mark your calendar for the Transfer Site Free Day coming up on Saturday June 15th

### Cemetery

- Even though the Cemetery does not have many burials scheduled so far for this season, work for the cemetery is still keeping the Clerk's office busy.
- We have quite a few people looking to buy burial spaces. This process entails printing up a list of all available graves, fee schedule, the cemetery ordinance, and the cemetery map. And what I tell people is to drive around the cemetery and find a place they like, because you can't imagine how many people ask me to just pick their final resting place and I believe it is a very personal decision they need to make. One problem I'm encountering is that when they are looking for their burial space, they are having a hard time reading the map and finding exactly what spaces are available. I was thinking if we could several lot numbers in each block this may help eliminate this challenge.
- We are in the process of having 5 foundations made for headstones to be placed on.

### Clerk's Office

- There is a lot going on in the Clerk's office. But I'm going to keep it short and simple and mention only the major item next to be done besides the upcoming Election. And that would be our yearly Audit with Gabridge and Company. We will begin gathering all the requested paperwork, forms, notices and correspondence for the auditor later this week. I'm hoping to have everything turned in before June 22 when the Clerks office will receive the ballots from the County Clerk for processing to permanent ballot voters and absentee voters. Fingers crossed.

### Elections

Next Election is August 5, 2024 – It is the State Primary **CAN I VOTE IN THE PRIMARY ELECTION IF I AM NOT A REGISTERED DEMOCRAT OR REPUBLICAN?**

YES. You do NOT have to register as a member of any party to vote in a Michigan Primary. We have an "Open" Primary. Any registered voter can vote in a Primary.

### **CAN I VOTE ON EITHER PARTY'S PRIMARY TICKET?**

Yes, but you must choose all candidates from one party or the other in the Primary. As a Primary voter you will be given a ballot that has a column with the Republican candidates for



# Clerk's Report -- May 15, 2024

Reminder: Revised TWP Board Meeting Schedule

Any Month with an Election (May, August and November) The Township Board Meeting

Has Changed to the 3<sup>rd</sup> Wednesday of the Month

Next Election is the State Primary which is on August 6, 2024. So, Mark Your Calendar. Our August

Board Meeting Will Be On Wednesday August 14, 2024 @ 8:00am

Also Mark your calendar for the Transfer Site from Board meeting up on Saturday June 15th

## Cemetery

- Even though the Cemetery does not have many burials scheduled so far for this season, work for the cemetery is still keeping the Clerk's office busy.
- We have quite a few people looking to buy burial spaces. This process entails printing up a list of all available graves, fee schedule, the cemetery ordinance, and the cemetery map. And what I tell people is to drive around the cemetery and find a place they like, because you can't imagine how many people ask me to just pick their final resting place and I believe it is a very personal decision they need to make. One problem I'm encountering is that when they are looking for their burial space, they are having a hard time reading the map and finding exactly what spaces are available. I was thinking if we could reveal for numbers in each block this may help eliminate this challenge.
- We are in the process of having 2 foundations made for headstones to be placed on

## Clerk's Office

- There is a lot going on in the Clerk's office. But I'm going to keep it short and simple and mention only the major item next to be done besides the upcoming election. And that would be our year's Audit with Gadsidge and Company. We will begin gathering all the required paperwork, forms, notices and correspondence for the auditor later this week. I'm hoping to have everything turned in before June 15 when the Clerk's office will receive the ballots from the County Clerk for processing to permanent ballot voters and absentee voters. Papers closed.

## Elections

# PRIMARY ELECTION IF I AM NOT A REGISTERED DEMOCRAT OR REPUBLICAN?

YES. You do NOT have to register as a member of any party to vote in a Michigan Primary. We have an "Open" Primary. All registered voters can vote in any party.

# CAN I VOTE ON EITHER PARTY'S PRIMARY TICKETS?

Yes, but you must choose all candidates from one party in the Primary. As a Primary voter you will be given a ballot that has a column with all the Republican candidates for



various offices and a column with Democratic candidates for the same offices. The ballot will also have a third column for Nonpartisan offices such as judges and for Proposals. ALL voters can cast votes in the third column on nonpartisan candidates and proposals.

You cannot crossover (select partisan candidates from more than one party) in a Primary election. If you do, your votes for partisan candidates will be invalidated.

- I would like to make some comments about the May 5<sup>th</sup> Special Election. It was a combined precinct since it was for the school district. There was a total of 2,263 registered voters. We had 1,014 voters participate. The school mileage lost by 5 votes. Of the 1,014 votes 492 were absentee ballots.
- Pentwater Had 798 voters but what I find really eye opening the age group 22-50, which I'm assuming would include a lot of the parents of the school children had 318 registered voters and only 71 actually voted. I found that number quite surprising, especially when so many parents were in support of the school. So, that got me thinking and I ran the Voter history for the last 5 elections and again the 22-50 age does not come out and vote. The lowest voting age group is 18-21 but I believe that is to be expected. There is an element of intimidation to registering and voting. So, Heather and I are going to work with the school to Host several Student Voter Registration Events.
- The School Board, and Village Council your deadline is July 23, 2024 at 4:00pm and anyone running without political party affiliation your deadline is July 18, 2024 at 4:00pm and you may obtain the petitions, affidavits and statements of organizations from me for candidacy filing.
- Please do not hesitate to reach out and contact me with any questions or concerns.

Respectfully Submitted,

 5-15-24

Maureen Murphy

Bank Balances as of:	April 30, 2024	Interest	YTD Interest
<b><u>Township Funds</u></b>			
<b>Huntington Bank</b>			
General Fund Checking:	\$173,842	\$33.55	116.98
<b>Mi CLASS</b>			
General Fund:	\$85,064	\$375.39	1056.75
Road Fund	\$203,029	\$895.88	3140.53
Hart-PTW Non-Motorized Trail Fund	\$24,505	\$108.13	437.49
Fund Balance Policy	\$100,416	\$443.12	1792.8
ARPA Funds	\$73,116	\$322.61	1305.37
General Fund EDGE	\$157,456	\$688.96	2185.84
<b>Total Township Funds</b>	<b>\$817,428</b>	<b>\$2,867.64</b>	<b>\$10,035.76</b>
<b><u>Fire Department Funds</u></b>			
<b>Huntington Bank</b>			
Fire Dept Checking:	\$125,952		
<b>Mi CLASS</b>			
Fire Department:	\$76,716	\$432.67	2328.86
FD EDGE	\$254,943	\$1,115.52	2947.12
<b>Total Fire Department Funds</b>	<b>\$457,611</b>	<b>\$1,548.19</b>	<b>\$5,275.98</b>
<b><u>Sewer (Enterprise) Funds</u></b>			
<b>Shelby State Bank</b>			
Sewer Checking:	\$79,240		
<b>Total Sewer Funds</b>	<b>\$79,240</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b><u>Cemetery Funds</u></b>			
<b>Huntington Bank</b>			
Cemetery Checking:	\$80,687		
<b>Mi CLASS</b>			
Cemetery:	\$247,709	\$1,093.07	4422.51
Cem EDGE	\$36,780		514.19
<b>Total Cemetery Funds</b>	<b>\$328,395</b>	<b>\$1,093.07</b>	<b>\$4,936.70</b>
<b>Total All Funds</b>	<b>\$1,682,674</b>	<b>\$5,508.90</b>	<b>\$20,248.44</b>



## PENTWATER FIRE DEPARTMENT

486 E Park St • PO Box 1117  
Pentwater, MI 49449

Phone 231.869.5987 • Fax 231.869.8511  
[www.pentwaterfiredepartment.com](http://www.pentwaterfiredepartment.com)

### Monthly Meeting Minutes

---

Meeting Date: Wednesday, April 3, 2024 19:00

Meeting Location: Pentwater Fire Department

Call to Order

---

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
  - a. Minutes from 3/6/24
- III. Reports of Officers
  - a. Treasurer Terry Cluchey
    - i. Ending F/Y Pay- \$32,625.00
    - ii. M Class Funds- \$98,283.08
    - iii. E Class Funds- \$253,827.86
    - iv. Checking- \$45,701.53
    - v. Tax Deposit- \$122,000.00
    - vi. Total Available- \$519,812.00
    - vii. Fund Balance- \$129,777.00
- IV. Old Business
  - a. By-Laws- Mark and Mike are working on an initial draft that will split into by-laws and a policy manual.
  - b. UAV- we are buying another drone that will be treated as an apparatus.
  - c. Turnout gear grant- still waiting on the State.
  - d. Michigan Volunteer Fire Capacity grant- we will soon order now that we are in our new fiscal year.
  - e. New Millage- Jonathan attended the Village & Township meetings and feedback is mostly positive so far. There have been many good conversations regarding costs of the FD. We would like to have at least one open house type event that would welcome the public to visit PFD, and provide a presentation with time for questions & answers.
    - i. A motion by Jesse Bowman to authorize PFD Chief Jonathan Hughart to work with Pentwater Township elected officials to choose the final ballot language for the 3.5 new mils ballot proposal was seconded by Mike Barefoot. The motion was unanimously passed by all members present.



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- V. New Business
  - a. Tonight is payday.
  - b. Apache Hills Hydrant- there is consideration of installing a well that PFD could access.
  - c. Adopt-a-Highway- pickups are April 13-21, July 13-21 and September 21-29. The stretch is mostly clear so we will not pick up in April.
  - d. Monroe Rd at Long Bridge will be closed for approximately 4 weeks beginning April 15. Most PFD members live in areas that are affected by the closure. Plans are being developed for how to best prepare and respond to incidents.
  - e. On Monday, May 6, at a time to be determined, members Oscar Esquivel & Mike Barefoot will graduate as EMT Basics, and Elizabeth Vega will graduate as a Paramedic. The ceremony will be at the WSCC main campus auditorium.
  - f. Anna Van Duinen and Zach Thocher recently graduated from Emergency Medical Responder training.
  
- VI. Training
  - a. This afternoon, we did a walk-through of Lineage cold storage in Hart, and then walked through Seneca (Gray & Co).
  
- VII. Discussion on last month's calls
  - a. There were 27 medical and 4 fire calls for service in March.
  
- VIII. Adjourn- a motion to adjourn by Mike Barefoot was seconded by Kyle Dillingham.



## PENTWATER FIRE DEPARTMENT

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Pentwater, MI 49449

Phone 231.869.5987 • Fax 231.869.8511  
[www.pentwaterfiredepartment.com](http://www.pentwaterfiredepartment.com)

### Officer Meeting Minutes

---

Meeting Date: Wednesday, April 3, 2024 19:00

Meeting Location: Pentwater Fire Department

Call to Order

---

Please note- the agenda for the Officer Meeting is the same as the regular monthly meeting and items are often discussed at both meetings

- I. Reading and Approval of Minutes
  - a. Minutes from 3/6/24
  
- II. Reports of Officers
  - a. Treasurer Terry Cluchey
  
- III. Old Business
  - a. By-Laws- Mike and Mark are working on condensing the by-laws down to fewer pages.
  - b. UAV- a new drone will be purchased this year. We will be overhauling how the drone is maintained and requested for incidents.
  - c. Turnout gear grant- no update.
  - d. Michigan Volunteer Fire Capacity grant- now that we are in the next budget year, we can proceed with this grant.
  - e. New Millage- Mike and Jonathan are attending Village and Township meetings and so far, feedback has been positive. There are many steps happening quickly right now and the officers reviewed three different proposal options to be considered. The options will be discussed at the regular meeting.
    - i. Flyer/Mailer- we are considering a direct mail with information on the new millage proposal.
  
- IV. New Business
  - a. Four members will attend FDIC this year.
  
- V. Discussion on last month's calls
  - a. There were 27 medical and 4 fire calls for service in March.
  
- VI. Adjourn- a motion to adjourn by Jonathan Hughart was seconded by Jesse Bowman.



## PENTWATER FIRE DEPARTMENT

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### Monthly Meeting Agenda

---

Meeting Date: Wednesday, May 1, 2024 19:00

Meeting Location: Pentwater Fire Department

Call to Order

---

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
  - a. Minutes from 4/3/24
- III. Reports of Officers
  - a. Treasurer Terry Cluchey
    - i. Ending payroll- \$17,075.00
    - ii. Checking- \$125,951.70
- IV. Old Business
  - a. By-Laws
  - b. UAV
  - c. Turnout gear grant
  - d. Michigan Volunteer Fire Capacity grant
  - e. New Millage
  - f. Adopt-a-Highway pickups:
    - i. July 13-21
    - ii. September 21-29
  - g. Monroe Rd at Long Bridge closure
- V. New Business
- VI. Training
  - a. A walkthrough of the new La Fiesta chips plant is planned tonight.
- VII. Discussion on last month's calls
  - a. There were 21 medical and 8 fire calls for service in April.
- VIII. Adjourn



## **Rec Report – May 2024**

### **Rec Program**

**Our Soccer season has been great so far with weather to match. I want to thank everyone for their dedication to our Rec Program. The kids for their enthusiasm and participation, the parents for their patience, understanding and support and to all our sponsors and residents who continuously show that these programs matter for the future of our community.**

**Summerball signups ended May 6<sup>th</sup>. Team counts are not available at this time.**

**2024-2025 Can Drive Donations: N/A  
Can Drive Totals Since 2020: \$5448.20  
2024-2025 Rec Donations: \$2050.00**

### **5 Year Parks and Rec Plan**

**The Parks and Rec Board hosted a Parks and Rec Community Engagement Workshop on Thursday, May 9<sup>th</sup> to gather community input on the future of Pentwater.**

**Thank you,**

***Katie Anderson***

**Katie Anderson  
Rec Director  
Parks and Rec Board Chair**

THE UNIVERSITY OF CHICAGO

CHICAGO, ILL.

TO THE PRESIDENT AND FELLOWS OF THE UNIVERSITY OF CHICAGO  
FROM THE FACULTY OF THE DIVISION OF THE PHYSICAL SCIENCES  
RESOLUTION OF THE FACULTY OF THE DIVISION OF THE PHYSICAL SCIENCES  
APPROVED BY THE FACULTY OF THE DIVISION OF THE PHYSICAL SCIENCES  
ON MAY 15, 1954

RESOLUTION OF THE FACULTY OF THE DIVISION OF THE PHYSICAL SCIENCES

RESOLUTION OF THE FACULTY OF THE DIVISION OF THE PHYSICAL SCIENCES  
APPROVED BY THE FACULTY OF THE DIVISION OF THE PHYSICAL SCIENCES  
ON MAY 15, 1954

CHICAGO, ILL.

TO THE PRESIDENT AND FELLOWS OF THE UNIVERSITY OF CHICAGO  
FROM THE FACULTY OF THE DIVISION OF THE PHYSICAL SCIENCES  
RESOLUTION OF THE FACULTY OF THE DIVISION OF THE PHYSICAL SCIENCES

CHICAGO, ILL.

CHICAGO, ILL.

CHICAGO, ILL.  
MAY 15, 1954  
CHICAGO, ILL.



**Pentwater Township**  
**Deputy Supervisor, Zoning Administrator and Ordinance Enforcement Officer**  
**Monthly Report – May 6, 2024**

Board Members, the following is a summary of activities conducted by the Deputy Supervisor, Zoning Administrator and Ordinance Enforcement Officer for the month of April, 2024.

**Deputy Supervisor** - I worked with the Township Supervisor, Lynne Cavazos, F&V, Utility Financial Services (UFS) and Township Attorney Mark Nettleton to:

- Reviewed the submitted bids with F&V for the Apache Hills and Hilltop Septic Repair project to be bid out soon. Bid recommendation submitted to Township Board for review and approval.
- Solicited a proposal for a Sanitary Sewer Extension Feasibility from F&V Engineering with the idea of providing sanitary sewer service to all Pentwater Lake frontage parcels;
- Submit a request for Township Board approval of the proposal from Utility Financial Solutions for a Sanitary Sewer Rate Study; and,
- Finalized preparation with F&V of the Project Plan for submission for CWSRF funding to EGLE to access funding for Sanitary Sewer System improvements identified in the Sanitary Sewer System Evaluation Report.

**Code Enforcement** – I investigated a concern regarding the condition of a home at 5974 W. Longbridge and learned that the home is proposed to be demolished and a new home erected in its place. I am working with Harbor Design & Construction on this project at this time.

**Planning Commission** - The Planning Commission met on April 23, 2024 to:

1. Discuss Zoning Ordinance regulations for retaining walls.
2. Discuss the Future Land Use Map – 56<sup>th</sup> Avenue (north of Oceana Dr and Park Street) north of Hammett Road.

**Zoning Board of Appeals** - The Zoning Board of Appeals met on April 11, 2024, to:

1. Consider and approve a request for a front setback variance at Property ID Nos. 64-001-512-001-00 and 64-001-512-016-00, Lots 1 and 16 of Block 12 of the Pentwater Beach Addition No. 3 Plat.

**Zoning Permits** – Two Zoning Permits were issued in April, 2024 as follows:

1. ZP 3476 was issued to Mark Briggs for 81 sq. ft. addition and new decs at 5403 W. Broadway Ave.
2. ZP 3477 was issued to William & Carolyn Herrington for a 4 ft. tall black vinyl fence at 5439 Shawnee Rd.

**Other Comments** - None

Sincerely,

*Keith J. Edwards*

Pentwater Township

Deputy Supervisor, Zoning Administrator & Ordinance Enforcement Officer

## Township of Pentwater Assessor

500 N Hancock St.  
PO Box 512  
Pentwater MI 49449  
Phone: (231) 869-6231 Ext 228

### Monthly Township Report May 2024

#### **Board of Review:**

- The July Board of Review will be held on Tuesday, July 16, 2024, at 1 pm if there is business to attend to.
- Mr. Paul Anderson has applied to be the Board of Review Alternate. It is my recommendation that the board accept his application.

#### **Michigan Tax Tribunal:**

- There are no pending MTT tribunals.
- The deadline for filing a **Commercial/Industrial** petition is May 31, 2024
- The deadline for filing a **Residential** petition is July 31, 2024.

#### **Miscellaneous:**

- I am working on entering deeds, PTAs, and PREs as they come in. I am planning to have the Summer Tax Database ready by June 11<sup>th</sup> to be sent off to KCI for printing.
- I will be out of the office on Thursday, May 30, 2024, while I attend a continuing education class in Lansing.

If you have any questions, please let me know!



Sincerely,

Barbie Eaton, MAAO

Pentwater Township Assessor

**PENTWATER TOWNSHIP**  
**CEMETERY MONTHLY REPORT**

**MONTH OF:** April 2024

**NUMBER OF BURIALS**

**Traditional:** 1  
**Cremains:** \_\_\_\_\_  
**Columbarium:** \_\_\_\_\_

**FOUNDATIONS SET:** \_\_\_\_\_

**GRAVESITES SOLD:** \_\_\_\_\_

**COLUMBARIUMS SOLD:** \_\_\_\_\_

**SCATTER BRICKS SOLD:** 1

**Equipment Maintenance:** \_\_\_\_\_ *(Approximate # of hours)*

**Grounds Care:** \_\_\_\_\_ *(Approximate # of hours)*

**Openings/Closings:** \_\_\_\_\_ *(Approximate # of hours)*

**Administration:** \_\_\_\_\_ *(Approximate # of hours)*  
*(i.e. Record maintenance, phone calls, emails,  
Meetings with families, grave location, etc.)*

**Respectfully Submitted**

**Chris Bailey, Sexton**

**Date:** 5/7/2024

PERMITTEE'S STATEMENT

GENERAL WORKING REPORT

April 2024

MONTH OF:

NUMBER OF BUREAU

Traditional

Commercial

Construction

ADDITIONAL SETS

GRAVELLY SOLID

COLUMBIAN SOLID

SCATTER BLOCK SOLID

Equipment Maintenance

Ground Care

Operations/Logistics

Administration

(As per the notes on the back of the report, the report is to be filled out with the following information.)

Responsibility Assigned

Chris Kelley, Section

(Approximate # of hours) \_\_\_\_\_

(Approximate # of hours) \_\_\_\_\_

(Approximate # of hours) \_\_\_\_\_

(Approximate # of hours) \_\_\_\_\_

APPROVED

\_\_\_\_\_

**PENTWATER TOWNSHIP**  
**TRANSFER SITE MONTHLY REPORT**

Month/Year: 4/24

Total Number of Visitors: 197

Total Fees Rec'd: ~~1892.00~~  
1674.00

Trash Visitors: 100

Recycling Visitors: 87

Trash/Recycling Visitors: 10

Yard Waste Visitors – Village: 123

Yard Waste Visitors – Township: 74

Yard Waste Visitors – Weare: 1

Submitted By: Bob Miller

Date: 4/29/24



OLD BUS a)  
REVISED ITEMS  
HIGHLIGHTED IN  
YELLOW →

(/sp/egle\_recycling\_grant\_program)

## Grant Application ▾

Save Draft

Mark Complete

Close

You will submit this online application as your response to the EGLE Request for Proposal ([https://www.michigan.gov/documents/egle/MMD-Recyling-FY2022\\_-RecyclingGrant\\_-RFP\\_742689\\_7.pdf](https://www.michigan.gov/documents/egle/MMD-Recyling-FY2022_-RecyclingGrant_-RFP_742689_7.pdf)). Wondering what success can look like? See success stories (<https://www.nextcyclemichigan.com/stories>) and opportunities NextCycle Michigan (<https://www.nextcyclemichigan.com/>) provides to be sure your project is ready for funding.

For general inquiries regarding this RFP, please contact Emily Freeman, Recycling Specialist, Materials Management Division, EGLE, at 517-256-9466 or [freemane@michigan.gov](mailto:freemane@michigan.gov) (<mailto:RichardE1@Michigan.gov>)

### Grant Category:

Select which Grant you are applying to: \*

× Recycling Infrastructure ▾

The Recycling Infrastructure Grants are designed to increase the statewide recycling rate, with the goal of achieving a 45 percent statewide recycling rate by 2025. Additionally, the Recycling Infrastructure Grants work to increase collection and processing capacity of recyclable materials or food waste and increase access and participation rates in recycling or food

The Pentwater Transfer & Recycling Center has been in operation for nearly 30 years. Access to the site is via a 1/4 mile sand based road which requires frequent maintenance to repair large pot holes and washouts.. In addition, the site is not serviced with electricity which prevents opening of the site in the winter months since there is no heat for the Center's operator. In addition the small shed that houses the operator is in disrepair and requires significant improvements or replacement. The project as envisioned would entail upgrading 1/8 mile of the road with appropriate road building

Word Count: 121 / 100

NOTE: This concise description will be used in reports and other documentation.

**What is the primary focus of your project? (select all that apply)**

- Collection Carts
- Drop off site construction, improvement or equipment
- Facility construction, improvement, or equipment
- Organics
- Vehicle(s)
- Public space collection
- Multi-Family collection
- Other

**Concisely explain how your project achieves the selected focus? \***

The proposed project will enable the Township to extend/expand services to its residents on a year-round basis. Currently the Center is only open from April through October each year. In addition, the Township is in preliminary discussions with an adjoining unit of government to allow its residents to utilize the Center, thereby increasing access and participation in waste reduction via recycling to a community that currently does not have that opportunity. In summary, the proposed project will enhance waste reduction potential for existing residents served by the Center as well as expansion

If new materials are collected ensure that is described. Please be concise.

***Funding Needs and budget***



The proposed project will enable the Township to extend/expand services to its residents on a year-round basis. Currently the Center is only open from April through October each year. In addition, the Township is in preliminary discussions with an adjoining unit of government to allow its residents to utilize the Center, thereby increasing access and participation in waste reduction via recycling to a community that currently does not have that opportunity. In summary, the proposed project will enhance waste reduction potential for existing residents served by the

If new materials are collected ensure that is described. Please be concise.

## **Funding Needs and budget**

### **What items will be purchased with grant funds and what is the intended use?**

Grant funds will be utilized to pay for the installation of road building materials (gravel/slag) to enhance accessibility to the Center. It is estimated that the road portion will require some 375 cubic yards of gravel/slag. The current access road is sand based and experiences washouts in heavy rainstorms. The majority of funds will be used to extend electrical service to the site. The installation of a new pre-built shed for the Center's operator is the least cost budget line item.

Word Count: 81 / 100

Please provide an itemized list of project expenses and specify in "amount requested" how much grant funding will be used for each budget item. Note, the amount requested for each budget item may be less than the total cost of that budget item or some budget items may not be covered by any grant dollars.

#### **Budget Line Item**

Road Enhancement

#### **Quantity**

#### **Unit Price**

\$

#### **Amount Requested**

\$

13,000

#### **Match Amount**

\$

4,000

**Budget Line Item**

Extension of Electrical Service

**Quantity**

**Unit Price**

\$

**Amount Requested**

\$ 75,000

**Match Amount**

\$ 18,000

**Budget Line Item**

Shed

**Quantity**

**Unit Price**

\$

**Amount Requested**

\$ 5,000

**Match Amount**

\$ 2,000

**Total Grant Request:**

\$ 93,000.00

**Total Project Budget (Grant Request + Match)**

\$ 117,000.00

**Match Percent:**

(+) Add additional Budget items (select the number of additional rows needed):

For larger projects, please upload a full project budget (any format)

+ Select a file



If your grant request is over \$500,000, please upload the most recent audit of the fiduciary entity.

+ Select a file



The Recycling Partnership (TRP) may have funding options to support your initiative. NextCycle Michigan staff could also be an additional resource to support navigating funding pathways and connecting with funding partners.

## Current Activities and Program Impact

Fill in any applicable fields regarding your current program:

### Collection Method:

Drop-off

(curbside, drop-off, single stream, dual stream, source separated, etc.)

### Collection Frequency:

Center is open twice a week

(weekly, bi-weekly, etc.)

### Volume of Containers:

One 30 yard commingled container & two 8 yard container for paper & cardboard

### Current Material List:

Paper  
Cardboard  
Newsprint  
Glass  
Plastic (No. 1,2 & 5)  
Steel cans



END  
OF  
REVISIONS

# Pentwater Township

APPLICATION FOR APPOINTMENT TO:  
(check one or more)

- BOARD OF REVIEW
- ELECTION INSPECTOR
- PENTWATER LAKE IMPROVEMENT BOARD
- PLANNING COMMISSION
- RECREATION COMMITTEE
- ROAD COMMITTEE
- ZONING BOARD OF APPEALS

Name Paul Anderson Occupation Retired

Full Time Resident :  Yes  No

Home Address 560 Chester St Pentwater 49449  
Street/Box No. City Zip

Home Telephone                      Cell                       
Business Telephone 231-624-2720

E-Mail Address paulanderson213@gmail.com

Please indicate experience and/or qualifications that would help make you an effective member of the board/commission for which you have applied. (Add additional page if necessary)

I served on Tax BOR in the past

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Volunteer Experiences

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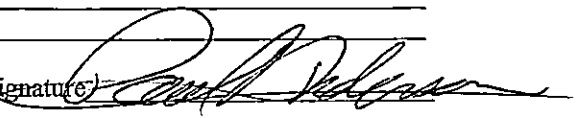


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Date: 5-6-24

Signature: 

Please return this application to: Pentwater Township Office  
500 N. Hancock St. P.O. Box 512  
Pentwater, Michigan 49449

**PENTWATER TOWNSHIP  
Transfer Station Manager  
Job Description – May 2024**

<b>Position Title:</b>	Transfer Station Manager
<b>Reports To:</b>	Township Board
<b>Positions Supervised:</b>	Assistant Attendants
<b>Employment Status:</b>	Employee: Seasonal, Part-time
<b>Compensation:</b>	Salaried (as determined by the Board of Trustees)

**Position Summary:**

The Transfer Station Attendant is responsible for the operation and management of all aspects of the Township Transfer Station from April to October. The Attendant is expected to exercise independent judgement and perform tasks in a professional manner. The Attendant is always expected to be courteous and represent the Township in a positive manner.

**Primary Duties and Responsibilities:**

1. Opening and closing of the transfer station in accordance with schedule and hours established by the Township.
2. Monitors access to the facility and assures that users are Township residents and have a permit to utilize the facility.
3. Assists users in the appropriate disposal of refuse.
4. Maintains the cleanliness and neatness of the facility.
5. Maintains the recycling area and insures the proper disposal and classification of all recycled materials.
6. Charges and collects fees and remits money to the Clerk's office on a weekly basis.
7. Arrange for the timely pick up of trash and recycling containers and ordering replacement units from the contractor.
8. Explaining transfer station procedures to new users and answering questions.
9. Monitor yard waste and brush pile areas and contact Township when maintenance is required.
10. Maintain records of usage.
11. Use of appropriate equipment associated with maintenance of the Transfer Station.
12. Any other items recommended by the Pentwater Township Board.

## **Public Relations**

1. Communication and interpersonal skills to deal professionally and effectively with users and the general public

## **Duties beyond the scope of the Transfer Station Season**

**(Before April 1<sup>st</sup> and after October 31<sup>st</sup>)**

1. Monitor maintenance of the Transfer Station Grounds, building, And equipment.
2. Be available to open during the month of November for leaf and brush disposal (only).
3. Payment of Services:  
Based on Daily Hours of service (9:00 AM – 5:00 PM) at a hourly rate of \$20.00.

## **Qualifications**

1. Education
  - a. Graduation from an accredited high school or GED Equivalent, preferable
2. Experience
  - a. Knowledge of hazards and safety precautions common to equipment utilized in the solid waste industry
  - b. Experience and knowledge of methods and materials in the solid waste industry
3. Skills and Abilities
  - a. Ability to work with and communicate effectively and professionally with the general public
  - b. Ability to pay close attention to details
  - c. Must have good organization skills including: the ability to prioritize and schedule workload appropriately; ability to work independently with no supervision
  - d. Must be able to lift and/or carry up to 75 pounds
  - e. Work outdoors in varying weather conditions with potential exposure to certain odors and disagreeable materials
  - f. Must have a valid Michigan vehicle operator's license

**MEMORANDUM**

To: Pentwater township Board of Trustees

From: Keith Edwards, Zoning Administrator and Ordinance Enforcement Officer

Date: May 8, 2024

**Subject: Zoning Administrator request to work an additional day  
Seasonally from April 1 to October 31**

---

Based on my current workload, it has become necessary for me to ask the Township Board for additional time to complete my work in a timely manner. While I was scheduled for 4 days/week, working for both the Township and Village as Zoning Administrator, I was able to complete my tasks as desired. Thus, when I quit working for the Village I was hoping that I could reduce my schedule to a 2 day/week schedule to get the job done. I have also taken on another role as Deputy Supervisor, primarily to work on Sanitary Sewer and Stormwater issues within the Township and other items as assigned by the Supervisor.

What I am finding is that I cannot get all of my work done in 2 days/week, and often come in at least one more day per week to handle the increased workload for seasonal permit demand and sewer and stormwater projects. I do the extra work outside my schedule at the Deputy Supervisor pay rate, not the Zoning Administrator pay rate. Thus, I have not yet been able to begin the Capital Improvements Plan (CIP) project and I still hope to get that project done before the end of fiscal year 2024.

At this time, I am requesting that the Township Board authorize me to work an additional day at the Zoning Administrator pay rate. I plan to implement the extra day until October 31, thereafter I would return to the 2-day/week schedule until April 1. Thus, my future schedule would mimic the seasonal operations of the Transfer Site and Cemetery. The remaining number of weeks until October 31 is 25 at \$257.65 per day or \$6,441.35 for the remainder of the 2024-2025 fiscal year budget. The Township Supervisor and I will bring forth a request for budget amendment at the June, 2024 meeting of the Township Board.

A simple motion and roll-call vote of approval is all that is necessary at this time.

**TOWNSHIP OF PENTWATER**  
**COUNTY OF OCEANA, MICHIGAN**

At a regular meeting of the Township Board of the Township of Pentwater, held at the Pentwater Township Hall, 500 North Hancock Street, within the Township, on the 15th day of May, 2024 at 6:00 p.m.

PRESENT: Members: Cavazos, Murphy, Douglas, Flynn, Holub

ABSENT: Members:

The following resolution was offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_ :

**RESOLUTION NO. 2024-15**

**RESOLUTION APPROVING AN INCREASE IN THE FUND BALANCE POLICY  
ACCOUNT**

WHEREAS, the Pentwater Township Board has previously adopted a Fund Balance Policy via Resolution No. 2014-14 on October 8, 2014; and

WHEREAS, the Fund Balance Policy stipulates that the Township maintain 25% of its annual budget in reserves; and

WHEREAS, the Township Board has previously established a separate “Fund Balance Policy” savings account; and

WHEREAS, the current Fund Balance Policy savings account does not contain 25% of the Township’s annual budgeted amount;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Township Board hereby directs the Treasurer to transfer \$68,689.10 from the Township’s general fund account to the Fund Balance Policy savings account.

AYES:

NAYS: None

ABSTAIN: None



RESOLUTION DECLARED ADOPTED.

---

Maureen Murphy, Township Clerk

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Township Board of the Township of Pentwater at a regular meeting thereof held on the date first stated above, and I further certify that public notice of such meeting was given as provided by law.

---

Maureen Murphy, Township Clerk

NB e)

June 13, 2020

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ to establish a Paid Time Off Policy for Year-Round Salaried Employees (currently Zoning Administrator and Assessor) as follows:

Employed from 0 to 5 Years  
Employed Over 5 Years

10 workdays per year  
20 workdays per year

*Handwritten notes:*  
Zoning  
Assessor  
20 days  
25 days

Roll call vote:

Moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ to establish a Paid Time Off Policy for Year-Round Hourly Employees as follows:

*Handwritten note:* CALENDAR YEAR.

HOURS WORKED	HOURS EARNED
Less Than 728 Hours/Year	0 Hours per year
728 – 909 Hours/Year	14 Hours per year
910 – 1091 Hours/Year	17.5 Hours per year
1092 – 1273 Hours/Year	21 Hours per year
1274 – 1455 Hours/Year	24.5 Hours per year
1456 – 1554 Hours/Year	28 Hours per year

Roll call vote:

*Handwritten mark:* ↑

*Handwritten mark:* ↑

NB f)

**MEMORANDUM**

To: Pentwater Township Board of Trustees

From: Keith Edwards, Deputy Supervisor

Date: May 8, 2024

**Subject: Recommendation for Bid Award  
Septic System Repairs  
Township South Sanitary Sewer System**

---

Township Engineers Fleis & Vandenbrink (F&V) opened the bids solicited for repairs of the Township South Sanitary Sewer System – Septic System Repairs on April 26, 2024. I have enclosed both bids received for your review. Dan’s Excavating also requested a bid package, but ultimately did not submit a bid for consideration.

Attached to this memorandum, please find a letter of recommendation, along with a summary of the two bids received. F&V recommends awarding the project to the low bidder Hallack Contracting, in the amount of \$18,200.00. Staff concurs with this recommendation.

A simple motion is all that is necessary to award the bid.

We are still waiting for the permit required by the Michigan State Department of Environment, Great Lakes and Energy (EGLE) to begin the project. The application for the EGLE Permit was submitted on March 27, 2024.





**RECOMMENDATION OF AWARD**

April 29, 2024

Lynne Cavazos, Supervisor  
Pentwater Township  
500 N. Hancock St.  
Pentwater, MI 49449

**RE: Septic System Repairs**

Dear Lynne:

We have reviewed the bids received on April 26, 2024 for the above referenced project. Two bids were received, and the bid summary is attached.

The low bidder is Hallack Contracting, Inc. with a bid amount of \$18,200. We have worked with Hallack Contracting, Inc. on previous projects and feel they can do the work.

Based on the above information we recommend the Township award the Septic System Repairs project for the amount of \$18,200 to Hallack Contracting, Inc.

Please feel free to call with any questions.

Sincerely,

FLEIS & VANDENBRINK

A handwritten signature in blue ink that reads "Danell Smith".

Danell Smith, P.E.  
Project Manager

Enclosure



## Pentwater Township

### Septic System Repairs Project 860432

#### BID SUMMARY

BID DATE: Friday, April 26, 2024 at 9:30 a.m.

Listed from Lowest to Highest Bid

Bidder	Bid Amount
1. Hallack Contracting	\$18,200.00
2. Greenscape General Contracting	\$27,100.00

**SECTION 00 41 00**

**BID FORM**

**ARTICLE 1 - OWNER & BIDDER**

- 1.01 This Bid is submitted to: Pentwater Township  
500 N. Hancock St.  
PO Box 512  
Pentwater, MI 49449
- 1.02 Name of Project: Septic System Repairs
- 1.03 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

**ARTICLE 2 - ATTACHMENTS TO THIS BID**

- 2.01 The following documents are submitted with and made a condition of this Bid.
- A. Required Bid security;

**ARTICLE 3 - BASIS OF BID**

- 3.01 Lump Sum:
- A. Bidder will complete the Work in accordance with the Contract Documents for the following lump sum (stipulated) price:
1. Lump Sum:

Total Lump Sum Bid:	\$ <u>18,200</u> <sup>00</sup> / <sub>100</sub> _____ (use figures)
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**ARTICLE 4 - TIME OF COMPLETION**

- 4.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 4.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

**ARTICLE 5 - BIDDER'S ACKNOWLEDGEMENTS: ACCEPTANCE PERIOD, INSTRUCTIONS, AND RECEIPT OF ADDENDA**

- 5.01 *Bid Acceptance Period*
- A. This Bid will remain subject to acceptance for 90 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

5.02 Instructions to Bidders

- A. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security.

5.03 Receipt of Addenda

- A. Bidder hereby acknowledges receipt of the following Addenda:

Addendum Number	Addendum Date
None	None
None	None
None	None

5.04 Subcontractor and Supplier List:

- A. Bid is submitted on the basis of the use of the following Subcontractors

Work Item	Firm	City
Surface Restoration	N/A	N/A

**ARTICLE 6 - BIDDER'S REPRESENTATIONS AND CERTIFICATIONS**

6.01 Bidder's Representations

- A. In submitting this Bid, Bidder represents the following:
1. Bidder has examined and carefully studied the Bidding Documents, including Addenda.
  2. Bidder has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
  3. Bidder is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
  4. Bidder has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.
  5. Bidder has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.
  6. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, if selected as Contractor; and (c) Bidder's (Contractor's) safety precautions and programs.
  7. Based on the information and observations referred to in the preceding paragraph, Bidder agrees that no further examinations, investigations, explorations, tests, studies,

- or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
8. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.

6.02 Bidder's Certifications

- A. The Bidder certifies the following:
1. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.
  2. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid.
  3. Bidder has not solicited or induced any individual or entity to refrain from bidding.
  4. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 8.02.A:
    - a. Corrupt practice means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process.
    - b. Fraudulent practice means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition.
    - c. Collusive practice means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels.
    - d. Coercive practice means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

BIDDER hereby submits this Bid as set forth above:

Bidder: Hallack Contracting, Inc  
(typed or printed name of organization)

By: Daniel Hallack  
(individual's signature)

Name: Daniel Hallack  
(typed or printed)

Title: president  
(typed or printed)

Date: 4/25/24  
(typed or printed)

If Bidder is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.

Attest: Daniel Hallack  
(individual's signature)

Name: Daniel Hallack  
(typed or printed)

Title: president  
(typed or printed)

Date: 4/25/24  
(typed or printed)



Address for giving notices:

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Bidder's Contact:

Name: Daniel Gorenflo  
(typed or printed)

Title: Estimator/Project Manager  
(typed or printed)

Phone: 231-206-5995

Email: d.gorenflo@ballackcontracting.com

Address: 4223 West Volk Rd  
Hart, MI 49420

Bidder's Contractor License No.: (if applicable) 2104187220

END OF SECTION

MINUTES OF SPECIAL MEETING

OF BOARD OF DIRECTORS

HALLACK CONTRACTING, INC.

Pursuant to MSA Sec. 21.200(525), the undersigned, being all of the members of the board of directors of HALLACK CONTRACTING, INC., consent to the adoption of the following resolutions as resolutions of the board of directors.

RESOLUTION ONE

Daniel E. Hallack, President of the corporation, is authorized to enter in to any and all contracts on behalf of the corporation, specifically including the contract with

Pontwater Township

for the Septic System repair project.

Dated 4/25/24

Signed Daniel E Hallack  
Daniel E. Hallack, director

Dated 4/25/24

Signed [Signature]  
Kerry A. Hallack, director

# AIA Document A310™ – 2010

## Bid Bond

**CONTRACTOR:**

*(Name, legal status and address)*

Hallack Contracting, Inc.

4223 West Polk Road

Hart, MI 49420

**SURETY:**

*(Name, legal status and principal place of business)*

United Fire & Casualty Company

118 Second Avenue SE

Cedar Rapids, IA 52407-3909

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

**OWNER:**

*(Name, legal status and address)*

Pentwater Township

**BOND AMOUNT:** Five Percent of Bid (5% of Bid)

**PROJECT:** Pentwater Township- Septic System Repairs  
*(Name, location or address, and Project number, if any)*

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 26th day of April, 2024

Maree Alvesteffe  
(Witness)

Kimberly Bennett  
(Witness) Kim Bennett

Hallack Contracting, Inc.  
(Principal) Daniel Hallack (Seal)

(Title)  
United Fire & Casualty Company  
(Surety) [Signature] (Seal)

(Title) James N. Slear, Attorney-in-Fact



UNITED FIRE & CASUALTY COMPANY, CEDAR RAPIDS, IA  
 UNITED FIRE & INDEMNITY COMPANY, WEBSTER, TX  
 FINANCIAL PACIFIC INSURANCE COMPANY, LOS ANGELES, CA  
 CERTIFIED COPY OF POWER OF ATTORNEY  
 (original on file at Home Office of Company – See Certification)

Inquiries: Surety Department  
 118 Second Ave SE  
 Cedar Rapids, IA 52401

KNOW ALL PERSONS BY THESE PRESENTS, That United Fire & Casualty Company, a corporation duly organized and existing under the laws of the State of Iowa; United Fire & Indemnity Company, a corporation duly organized and existing under the laws of the State of Texas; and Financial Pacific Insurance Company, a corporation duly organized and existing under the laws of the State of California (herein collectively called the Companies), and having their corporate headquarters in Cedar Rapids, State of Iowa, does make, constitute and appoint  
 JOHN T. FOSTER, JAMES N. SLEAR, SHERRY ALTMAN ALEXANDER, IAN T. FOSTER, EACH INDIVIDUALLY

their true and lawful Attorney(s)-in-Fact with power and authority hereby conferred to sign, seal and execute in its behalf all lawful bonds, undertakings and other obligatory instruments of similar nature provided that no single obligation shall exceed \$30,000,000.00 and to bind the Companies thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of the Companies and all of the acts of said Attorney, pursuant to the authority hereby given and hereby ratified and confirmed.  
 The Authority hereby granted is continuous and shall remain in full force and effect until revoked by United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

This Power of Attorney is made and executed pursuant to and by authority of the following bylaw duly adopted by the Boards of Directors of United Fire & Casualty Company, United Fire & Indemnity Company, and Financial Pacific Insurance Company.

"Article VI – Surety Bonds and Undertakings"

Section 2, Appointment of Attorney-in-Fact. "The President or any Vice President, or any other officer of the Companies may, from time to time, appoint by written certificates attorneys-in-fact to act in behalf of the Companies in the execution of policies of insurance, bonds, undertakings and other obligatory instruments of like nature. The signature of any officer authorized hereby, and the Corporate seal, may be affixed by facsimile to any power of attorney or special power of attorney or certification of either authorized hereby; such signature and seal, when so used, being adopted by the Companies as the original signature of such officer and the original seal of the Companies, to be valid and binding upon the Companies with the same force and effect as though manually affixed. Such attorneys-in-fact, subject to the limitations set forth in their respective certificates of authority shall have full power to bind the Companies by their signature and execution of any such instruments and to attach the seal the Companies thereto. The President or any Vice President, the Board of Directors or any other officer of the Companies may at any time revoke all power and authority previously given to any attorney-in-fact.

IN WITNESS WHEREOF, the COMPANIES have each caused these presents to be signed by its vice president and its corporate seal to be hereto affixed this 26th day of February, 2024

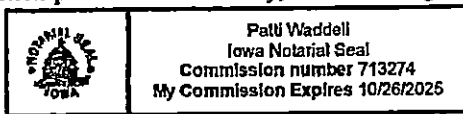


UNITED FIRE & CASUALTY COMPANY  
 UNITED FIRE & INDEMNITY COMPANY  
 FINANCIAL PACIFIC INSURANCE COMPANY

By: *Kyanna M. Saylor*  
 Vice President

State of Iowa, County of Linn, ss:

On 26th day of February, 2024, before me personally came Kyanna M. Saylor to me known, who being by me duly sworn, did depose and say; that she resides in Cedar Rapids, State of Iowa; that she is a Vice President of United Fire & Casualty Company, a Vice President of United Fire & Indemnity Company, and a Vice President of Financial Pacific Insurance Company the corporations described in and which executed the above instrument; that she knows the seal of said corporations; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporations and that she signed her name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporations.



*Patti Waddell*  
 Notary Public  
 My commission expires: 10/26/2025

I, Mary A. Bertsch, Assistant Secretary of United Fire & Casualty Company and Assistant Secretary of United Fire & Indemnity Company, and Assistant Secretary of Financial Pacific Insurance Company, do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Section of the bylaws and resolutions of said Corporations as set forth in said Power of Attorney, with the ORIGINALS ON FILE IN THE HOME OFFICE OF SAID CORPORATIONS, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

In testimony whereof I have hereunto subscribed my name and affixed the corporate seal of the said Corporations  
 this 26th day of April, 2024



By: *Mary A. Bertsch*  
 Assistant Secretary,  
 UF&C & UF&I & FPIC

SECTION 00 41 00

BID FORM

ARTICLE 1 - OWNER & BIDDER

- 1.01 This Bid is submitted to: Pentwater Township  
500 N. Hancock St.  
PO Box 512  
Pentwater, MI 49449
- 1.02 Name of Project: Septic System Repairs
- 1.03 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 - ATTACHMENTS TO THIS BID

- 2.01 The following documents are submitted with and made a condition of this Bid.
- A. Required Bid security;

ARTICLE 3 - BASIS OF BID

- 3.01 Lump Sum:
- A. Bidder will complete the Work in accordance with the Contract Documents for the following lump sum (stipulated) price:
1. Lump Sum:

Total Lump Sum Bid:	\$ <u>27,100.00</u> (use figures)
---------------------	-----------------------------------

ARTICLE 4 - TIME OF COMPLETION

- 4.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 4.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 5 - BIDDER'S ACKNOWLEDGEMENTS: ACCEPTANCE PERIOD, INSTRUCTIONS, AND RECEIPT OF ADDENDA

- 5.01 *Bid Acceptance Period*
- A. This Bid will remain subject to acceptance for 90 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

5.02 Instructions to Bidders

- A. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security.

5.03 Receipt of Addenda

- A. Bidder hereby acknowledges receipt of the following Addenda:

Addendum Number	Addendum Date

5.04 Subcontractor and Supplier List:

- A. Bid is submitted on the basis of the use of the following Subcontractors

Work Item	Firm	City
Surface Restoration	Greenscape General Cont.	Wichita

ARTICLE 6 - BIDDER'S REPRESENTATIONS AND CERTIFICATIONS

6.01 Bidder's Representations

- A. In submitting this Bid, Bidder represents the following:
  1. Bidder has examined and carefully studied the Bidding Documents, including Addenda.
  2. Bidder has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
  3. Bidder is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
  4. Bidder has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.
  5. Bidder has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.
  6. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, if selected as Contractor; and (c) Bidder's (Contractor's) safety precautions and programs.
  7. Based on the information and observations referred to in the preceding paragraph, Bidder agrees that no further examinations, investigations, explorations, tests, studies,

- or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
8. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.

6.02 Bidder's Certifications

- A. The Bidder certifies the following:
1. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.
  2. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid.
  3. Bidder has not solicited or induced any individual or entity to refrain from bidding.
  4. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 8.02.A:
    - a. Corrupt practice means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process.
    - b. Fraudulent practice means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition.
    - c. Collusive practice means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels.
    - d. Coercive practice means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

BIDDER hereby submits this Bid as set forth above:

Bidder: Greenscape General Contracting  
(typed or printed name of organization)

By: Brian Cataldo  
(individual's signature)

Name: Brian Cataldo  
(typed or printed)

Title: President  
(typed or printed)

Date: 4/25/24  
(typed or printed)

*If Bidder is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.*

Attest: \_\_\_\_\_  
(individual's signature)

Name: \_\_\_\_\_  
(typed or printed)

Title: \_\_\_\_\_  
(typed or printed)

Date: \_\_\_\_\_  
(typed or printed)

Address for giving notices:

P.O. Box 133  
Lake, MI 48632

Bidder's Contact:

Name: Brian Cataldo  
(typed or printed)

Title: President  
(typed or printed)

Phone: 989-544-2489

Email: brian@greenscapegc.com

Address: P.O. Box 133  
Lake, MI 48632

Bidder's Contractor License No.: (if applicable)

END OF SECTION



# American Institute of Architects

AIA Document A310

## Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we, Greenscape General Contracting, L.L.C., as Principal, hereinafter called the Principal, and The Ohio Casualty Insurance Company, duly organized under the laws of the State of NH, as Surety, hereinafter called the Surety, are held and firmly bound unto Pentwater Township, as Obligee, hereinafter called the Obligee, in the sum of FIVE Percent of the Amount Bid (5 % of the Bid Amount), for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for: **Septic System Repairs**

Bid Date: April 26, 2024

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and materials furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 26th day of April, A.D. 2024.

Charlotte Catlett  
(Witness)

Greenscape General Contracting, L.L.C.

(Principal)

Di. H. President  
(Title)

[Signature]  
(Witness)

The Ohio Casualty Insurance Company

James S. Kurowski  
(Surety)



James S. Kurowski

Attorney -in-Fact



This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: 8206545-972264

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Gail A. Kurowski; James S. Kurowski

all of the city of Interlochen state of MI each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 13th day of October, 2021.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company
By: David M. Carey, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 13th day of October, 2021 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 26, 2025
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: Teresa Pastella, Notary Public

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 26th day of April, 2024.



By: Renee C. Llewellyn, Assistant Secretary

NRB 9)

**MEMORANDUM**

To: Pentwater Township Board of Trustees

From: Keith Edwards, Deputy Supervisor

Date: May 8, 2024

**Subject: Request to approve proposal for Financial Projection  
Utility Financial Solutions, LLC.  
Township Sanitary Sewer System**

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Pentwater Township now has just over a year of operating the Township North and Township South Sanitary Sewer Systems. The existing Township Sewer rates billed to customers were carried over from the rates previously charged by the Village while they were operating these systems. Township North customers pay \$253.60 per quarter and Township South customers pay \$286.81 per quarter.

The Township North System is comprised of gravity and force mains with two lift stations and final waste treatment at the Village of Pentwater Clean Water Plant. The Township South System is comprised of gravity and force mains with several small lift stations and one large life station where the solid waste is removed from several septic tanks including a large 20,000 tank associated with the Apache Hills portion of the Township South System, and 3 smaller tanks associated with the Hilltop portion of the Township South System. The costs to operate these systems vary.

To the best of my knowledge, the Village has not conducted a sanitary sewer rate study within the last decade. In accordance with the outcome of court cases regarding sanitary sewer and potable water systems, municipalities should determine their financial position and conduct a rate study to make sure these enterprise funds are properly funded to meet present expenses and future improvements.

Utility Financial Solutions, LLC was recommended to us by our Township Engineers Fleis & Vandenbrink and are also well received by our Township Attorneys Mika Meyers. Please consider approving the attached proposal from Utility Financial Solutions for an estimated cost of \$14,900.00. This project has been appropriated within the 2024 – 2025 Sewer Fund Budget.

A simple motion with roll call vote is all that is needed for approval.

# Pentwater Township

Financial Projection

March 5, 2024



Utility Financial Solutions, LLC  
PO Box 582  
Leland, MI 49654

Submitted Respectfully by:  
Dawn Lund  
Vice President, Utility Financial Solutions, LLC  
dlund@ufsweb.com  
(231) 218-9664

March 5, 2024

Mr. Keith Edwards  
Pentwater Township  
500 N. Hancock St  
PO Box 512  
Pentwater, MI 49449  
[zoningadministrator@pentwatertwpmi.gov](mailto:zoningadministrator@pentwatertwpmi.gov)

Dear Mr. Edwards,

Utility Financial Solutions, LLC (UFS) is pleased to submit a proposal to provide a financial projection for Pentwater Township. The Utility is seeking assistance on a financial projection and rate track as part of the wastewater system may become independent from Pentwater Village who currently provides service to the Township in the wastewater area.

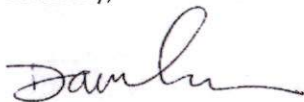
Our proposal is based on our prior experience with completing financial plans for municipal utilities around the United States. UFS is an internationally known firm with a long-standing relationship and history of assisting municipalities with financial analysis and are recognized experts in the utility field. UFS personnel are instructors for the American Public Power Association, the National Association of Regulatory Utility Commissioners and speakers for American Water Works Association (AWWA). Courses UFS instruct include financial planning, cost of service, rate design, and a series of Commission/Board training programs.

**Prior Experience:** UFS is comprised of experienced staff including economists, engineers, and finance professionals. Our reputation has allowed us to be the recommended rate consulting firm for numerous associations and agencies around the country. Our extensive experience provides utilities with studies that can be relied upon.

**Project Approach:** UFS has obtained rate approval for many utilities. Our unique approach includes development of key targets to keep the utility financially stable, development of minimum and maximum levels of rate adjustments, and identification of a long-term rate track for the utility. The key targets and development of the rate track is used as part of an educational presentation for the governing body to obtain guidance and input in the rate making process. Our methodology and the education provided is why we have grown to be the preferred provider of rate study services in the United States.

We appreciate the opportunity to submit this proposal and look forward to discussing it with you. If you have questions or need additional information, please contact me at 231-218-9664.

Sincerely,



Dawn Lund, Vice-President  
Utility Financial Solutions, LLC  
231-218-9664  
[dlund@ufsweb.com](mailto:dlund@ufsweb.com)

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## Understanding of Project Requirements

### Summary of Scope of Services for the Wastewater Department

*Described below is an overview of the services UFS will provide. Greater detail is included within the detailed scope of service section.*

1. **Development of Long-Term Financial Projections** – These studies are included as part of the UFS scope and are critical in development of a long-term rate strategy. Our study incorporates the strategic plan, funding of long-term capital plans, amount, and timing of any financing needs, and balances the financial stability of the utility department. The long-term financial projection and development of key financial targets is discussed in the detailed work plan of our proposal.
2. **Cash Reserve Policies** - Review and develop cash reserve policies (Please see detail on minimum cash reserve development)
3. **Customer Rate Designs** - Rate impacts on customers and achieving goals and objectives of the community is a significant factor in proper design of utility rates. This function assists the governing body in making informed decisions and understanding impacts on customers and the community.

4. **Presentation to Staff & Governing body** (virtual included) – The presentation to staff and the governing body serves two purposes:
  - a. Obtain approval of rate adjustments and designs
  - b. Equally important is the education provided to the governing body to understand the importance of maintaining financial stability, how rates are used to achieve community goals and objectives. UFS staff are skilled at obtaining guidance needed to develop rates and providing the education to allow the governing body to make informed decisions during this process.
  
5. **Reports**
  - i. **Executive Summary Report** –
    - Summarization of the financial projection results, key financial targets and recommended long term rate track needed to achieve the financial stability for the utility
    - Description of the major assumptions used in development of the financial projection
    - Considerations on future rate adjustments
  - ii. **Rate Design Report** – Summarization of anticipated revenue to be received from the rate design and impacts on customers.



## Summary of Ability

*A summary of the firm's ability to achieve the Utility's project goals.*

### Introduction

Pentwater Township is seeking assistance on a financial projection and rate track as part of the operation of the two wastewater systems that it is in the process of acquiring from the Village of Pentwater. On April 1, 2023, Pentwater Township began operation of the Township North and Township South wastewater systems that were previously owned and operated by the Village of Pentwater since 1984. The Township is currently in negotiation with the Village of Pentwater to acquire ownership of these wastewater systems.

The Township North Wastewater System is a combined gravity and force main system located on the north side of Pentwater Lake, primarily along Monroe Road, whereby the Village of Pentwater currently provides limited distribution and treatment services to the Township. The majority of the distribution of the wastewater for this system is operated by Pentwater Township.

The Township South Wastewater System, Located on the south side of Pentwater Lake, is comprised of gravity and force main distribution systems whereby two Septic Systems store the solid waste for final disposal at a treatment plant in nearby municipalities and the wastewater is discharged as groundwater under permit through the State of Michigan.

The Financial plan will assess and evaluate the existing rates, previously established by the Village of Pentwater, and make recommendations to ensure the utility operations and maintenance, capital improvement program, depreciation, and debts are adequately funded, while rate impacts are minimized.

### Project Set Up

After project award, if selected, UFS will conduct a kick-off meeting via conference call to review the information request and confirm the project schedule and deliverables. As data is gathered by the Utility, UFS will process and enter it into the study. Progress calls will be scheduled to address any questions and to review outstanding data requests. UFS will analyze revenues by completing a revenue "proof" to ensure that the monthly billing units provided calculate out to the reported sales revenue when multiplied by current rate schedules.

### Revenue Requirements

We will analyze operating expenses and test year budgets. Expenses are itemized at the finest level of detail available from the Utility and forecasted for the test year. Expenses are then categorized such that appropriate allocations can be applied, and costs distributed to the contributing rate class. A similar approach is applied to the Utility's fixed asset net book value and depreciation costs and incorporates the capital improvement program for interim and test years. Together, the expenses, depreciation and a rate of return comprise the revenue requirements of the system.

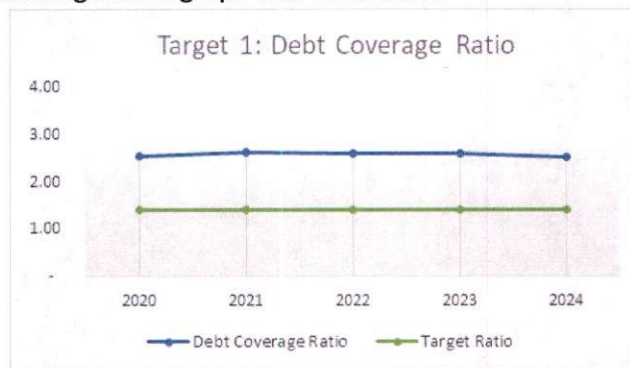
## Financial Projection

UFS financial analysis are unique in their ability to easily change from cash basis revenue requirements to Utility Basis revenue requirements. The financial analysis includes both cash basis targets such as cash reserves and debt coverage; and accrual basis targets such as rate of return. UFS studies also include a review of secondary financial matrices such as debt to equity ratios, age of system, days cash on hand and working capital requirements as part of the overall assessment of the financial health of the utility. The financial projection will incorporate assumptions such as inflation, anticipated changes in expenses, debt issuances, and capital improvements. The financial projection incorporates targets to help ensure the long-term financial stability of the Utility is maintained or improved and develop a plan for rate adjustments.

### Target One: Debt Coverage Ratio

Based on review of bond issues and debt service schedules, the principal and interest expense will be identified and incorporated into the analysis. We will provide a table as shown below to compare projected Debt Service Ratios with requirements in the Bond Ordinance.

### Sample Report Table: Debt Coverage Ratio graph and calculation:



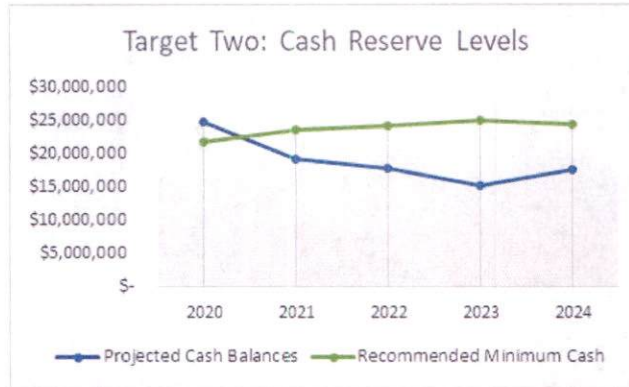
Description	Projected Y1	Projected Y2	Projected Y3	Projected Y4	Projected Y5
Net Income	\$ 996,826	\$ 997,462	\$ 945,213	\$ 826,113	\$ 758,497
Add Depreciation/Amortization Expense	2,565,601	2,609,101	2,732,859	2,921,523	3,057,531
Add Interest Expense	764,408	726,408	688,408	648,408	606,408
Cash Generated from Operations	\$ 4,326,835	\$ 4,332,972	\$ 4,366,480	\$ 4,396,044	\$ 4,422,435
Debt Principal and Interest	\$ 1,714,408	\$ 1,676,408	\$ 1,688,408	\$ 1,698,408	\$ 1,706,408
<b>Projected Debt Coverage Ratio (Covenants)</b>	<b>2.52</b>	<b>2.58</b>	<b>2.59</b>	<b>2.59</b>	<b>2.59</b>
<b>Minimum Debt Coverage Ratio</b>	<b>1.4</b>	<b>1.4</b>	<b>1.4</b>	<b>1.4</b>	<b>1.4</b>

Target Two: Minimum Cash Reserve Calculation

To help ensure timely completion of capital improvements and enable the utility to meet requirements for large, unexpected expenditures and risk factors, the recommended minimum level of cash reserves will be identified. Development of the minimum cash reserves considers several factors. A sample list is below:

- Working capital
- Variations in expenses
- Capital improvement programs
- Annual bond payments
- Exposure to catastrophic events such as extreme weather

**Sample Report Table: Minimum Cash Reserves**



Description	Projected Y1	Projected Y2	Projected Y3	Projected Y4	Projected Y5
<b>Minimum Cash Reserve Allocation</b>					
Operation & Maintenance Less Depreciation Expense	25.0%	25.0%	25.0%	25.0%	25.0%
Purchase Power Expense	25.0%	25.0%	25.0%	25.0%	25.0%
Historical Rate Base	2.0%	2.0%	2.0%	2.0%	2.0%
Current Portion of Debt Service Payment	83%	83%	83%	83%	83%
Five Year Capital Improvements - Net of bond proceeds	20%	20%	20%	20%	20%
% Plant Depreciated	56%	54%	55%	55%	59%
<b>Calculated Minimum Cash Level</b>					
Operation & Maintenance Less Depreciation Expense	\$ 6,589,952	\$ 6,762,400	\$ 6,941,318	\$ 7,153,036	\$ 7,281,393
Purchase Power Expense	8,381,482	9,722,132	9,982,984	10,548,544	9,731,911
Historical Rate Base	1,527,454	1,689,254	1,769,511	1,877,918	1,877,918
Current Portion of Debt Service Reserve	1,391,419	1,401,379	1,409,679	1,416,319	1,462,799
Five Year Capital Improvements - Net of bond proceeds	3,939,646	3,939,646	3,939,646	3,939,646	3,939,646
<b>Minimum Cash Reserve Levels</b>	<b>\$21,829,952</b>	<b>\$23,514,810</b>	<b>\$24,043,138</b>	<b>\$24,935,462</b>	<b>\$24,293,667</b>
<b>Projected Cash Reserves</b>	<b>\$24,692,803</b>	<b>\$19,224,903</b>	<b>\$17,829,253</b>	<b>\$15,047,239</b>	<b>\$17,559,446</b>

Target Three: Operating Income

The optimal target for setting rates is the establishment of a target operating income to consistently fund capital improvements and replacements. Development of this target considers the following:

- Interest expense on the outstanding debt
- Inflationary increase on asset replacement costs
- Assets contributed by customers to the Utility

**Sample Report Table: Target Operating Income**



Description	Projected Y1	Projected Y2	Projected Y3	Projected Y4	Projected Y5
<b>Target Operating Income Determinants</b>					
Net Book Value/Working Capital	\$33,525,928	\$38,888,526	\$39,931,938	\$42,194,174	\$38,927,644
Outstanding Principal on Debt	18,160,200	17,210,200	16,210,200	15,160,200	14,060,200
System Equity	\$15,365,728	\$21,678,326	\$23,721,738	\$27,033,974	\$24,867,444
<b>Target Operating Income Allocation</b>					
Interest on Debt	4.21%	4.22%	4.25%	4.28%	4.31%
System Equity	7.06%	6.73%	6.87%	6.90%	7.48%
<b>Target Operating Income</b>					
System Equity	\$ 1,085,106	\$ 1,459,590	\$ 1,629,338	\$ 1,864,944	\$ 1,859,437
<b>Target Operating Income</b>	<b>\$ 1,849,514</b>	<b>\$ 2,185,998</b>	<b>\$ 2,317,746</b>	<b>\$ 2,513,352</b>	<b>\$ 2,465,845</b>
<b>Projected Operating Income</b>	<b>\$ 2,728,770</b>	<b>\$ 2,599,641</b>	<b>\$ 2,394,956</b>	<b>\$ 2,247,337</b>	<b>\$ 2,037,669</b>
<b>Rate of Return in %</b>	<b>5.5%</b>	<b>5.6%</b>	<b>5.8%</b>	<b>6.0%</b>	<b>6.3%</b>

### Five-Year Projection Summary

The projections will be summarized, and development of alternative rate tracks will be reviewed and compared to each financial target to help ensure the future financial stability of the utility. We will work with Management and the Governing body in review and development of five-year strategies and rate track.

#### **Projected Summary Financial before Rate Adjustments**

Fiscal Year	Projected Rate Adjustments	Adjusted Operating Income	Target Operating Income	Projected Cash Balances	Recommended Minimum Cash	Capital Improvements Plan	Debt Coverage Ratio
Year 1	0.0%	\$ 2,728,770	\$ 3,038,480	\$ 16,392,621	\$ 18,099,160	\$ 6,065,000	1.10
Year 2	0.0%	2,711,845	3,019,772	14,592,541	19,169,551	2,175,000	1.11
Year 3	0.0%	2,622,411	3,061,319	10,964,992	19,674,886	4,012,870	1.11
Year 4	0.0%	2,473,225	3,149,568	5,938,354	20,516,844	5,420,360	1.12
Year 5	0.0%	2,380,491	3,098,229	4,959,247	20,862,261	1,380,000	1.12

#### **Projected Summary Financials with Rate Adjustment and \$5.0 million bond issuance**

Fiscal Year	Projected Rate Adjustments	Adjusted Operating Income	Target Operating Income	Projected Cash Balances	Recommended Minimum Cash	Capital Improvements Plan	Debt Coverage Ratio
Year 1	2.0%	\$ 3,350,054	\$ 3,038,480	\$ 17,013,904	\$ 18,099,160	\$ 6,065,000	1.26
Year 2	2.0%	3,972,613	3,019,772	22,477,689	19,169,551	2,175,000	1.44
Year 3	1.0%	4,216,200	3,061,319	21,453,355	19,674,886	4,012,870	1.53
Year 4	1.0%	4,407,444	3,149,568	21,578,377	20,516,844	5,420,360	1.62
Year 5	1.0%	4,662,614	3,098,229	21,908,593	20,862,261	1,380,000	1.71

## Meetings, Reports, and Presentations

### Meetings

The following meetings are anticipated by conference call and/or webex:

- Kickoff meeting – Clarify scope of services and expectations of management
- Data Verification –Verify data collected
- Financial Review –Review assumptions used in the long-term projections
- Review draft reports with management
- Presentation as requested by management such as review report with Governing body

### Format of Reports

UFS reports are typically separated into the reports listed below:

- **Power Point Summary** - A concise presentation of study results that is shared with management and staff. This summary will include graphs, charts, tables, and recommendations.
- **Executive Summary Report** – An overview that identifies the objectives, process, and results of the rate study in a clear and concise format, the report includes graphs, charts, tables, and findings.

### Presentation

A critical aspect of the study is the clear and concise presentation to the governing body of the utility. UFS professionals are skilled at explaining and working with advisory and governing bodies to ensure decisions are based on information they can understand and apply to their community.

## Firm Qualifications

This section discusses UFS experience and qualifications assisting municipalities with cost of service and financial analysis. UFS personnel are recognized as national experts and include highly qualified, motivated, experienced, and knowledgeable professionals. UFS' reputation has resulted in industry leading status shown by the number of clients we serve, our frequent requests to instruct classes and speak at conferences around the nation and our frequent requests to serve as expert witnesses on rate related issues.

The Project Manager for the City will be Dawn Lund with assistance from staff listed in this proposal. Dawn has utility energy experience since 1996.

UFS experience includes completion of rate studies in 43 states, Guam, several Caribbean Islands and Canada. This provides UFS with the experience and knowledge to provide creative solutions for the City.

**UFS is the industry leader in electric, water, and sewer studies. Our national experience is summarized below:**

**In Demand** → UFS has completed numerous rate studies for electric, water, sewer, gas, telecommunications, and solid waste

**Diverse** → UFS is the preferred provider of rate services for municipalities, electric cooperatives, and members of Joint Action Agencies.

**Innovative** → UFS is leading the industry in development of Time of Use rates including variations of Variable Peak Pricing, Dynamic Pricing and Real Time Pricing.

**Reliable** → Our methodologies on establishing financial targets and cash reserve policies have become industry standards and have assisted utilities in improving bond ratings with Fitch, S&P and Moody's.

**Supported** → Our establishment of rates for customers located outside city limits have been accepted in State Courts and resulted in UFS becoming expert witnesses and arbitrators on rate disputes across the United States.

**Experienced** → UFS has provided electric, gas, water, wastewater, and telecommunications services to some of largest utilities in the country including Nashville TN, Knoxville TN, Sacramento Municipal Utility District, Rochester MN, Imperial Irrigation District CA, Austin TX, Huntsville AL, Columbia MO, and Lansing MI.

**Knowledgeable** → We are frequent speakers on special rate topics around the United States including APPA's National Conference, APPA's Educational Institutes, E&O Workshop, Legal Conferences, Business and Financial Workshop, numerous webinars topics and state conferences in over 15 states.

A sample of recent presentations are listed below:

- Development of Avoided Cost and Rate Designs for Distributed Generation
- Appropriate levels of Contributions to City (Payment in lieu of Tax)
- Information provided by Cost of Service Studies
- Cash Reserve Policies for Electric Utilities
- Development of Utility Extension Policies
- Development of Key Financial Targets
- Cost of Service Challenges and Solutions
- The Rate Race

**Teachers** → UFS personnel are the instructors on cost of service and financial planning courses offered through the American Public Power Association (APPA) and the National Association of Regulatory Utility Commissioners (NARUC), EUCI, and Southern Gas Association. UFS' industry leading status has resulted in courses on distributed generation to the US Department of Energy. These courses include the following:

- a. Basic Cost of Service
- b. Intermediate Cost of Service
- c. Advanced Cost of Service
- d. Financial Planning
- e. Utility Financial Check-up
- f. Cost of Service and Rate Design for Distributed Generation
- g. Development of Line Extension Policies
- h. Rate Structures to promote Energy Conservation
- i. Rate Structures to create Revenue Stability
- j. Advanced issues in Rate Design
- k. Advanced issues in Cost Allocations

**UFS holds a commitment to the following:**

- **Quality Control** - Proper quality control and management help ensure the accomplished work is in alignment with the project scope, is completed timely, within budget and the results are accurate and defensible. The quality controls developed by UFS are specific to utility rate studies and are based on our prior experience working with electric utilities.
- **Timeliness of Studies** - Part of the quality control includes the timely completion of the rate studies. UFS experience in completing studies provides us the ability to complete the studies as requested and discussed in the initial kick-off meeting.
- **Financial Strength** - UFS commenced business in 2001 and has the highest financial rating by Dunn and Bradstreet.
- **Independence** - UFS maintains its independence throughout its engagements to help ensure unbiased recommendations to the governing bodies. We do not provide services that could impair our independence such as engineering, accounting, or auditing services.
- **Diverse Staff Backgrounds** - Proper development of rate studies require knowledge in accounting, finance, economics, and engineering. UFS staff has diverse backgrounds that include degrees in accounting (CPA), engineering, finance, economics, information technology and degrees in Water Purification Technology.

**Name and title of primary contact person**

Dawn Lund  
Vice-President, Utility Financial Solutions, LLC  
E-mail - dlund@ufsweb.com  
Cell - (231) 218-9664

**Date firm established - UFS was established in September 2001**

**Proposed service team including titles**

Mark Beauchamp - President  
Dan Kasbohm – Manager  
Mike Johnson – Manager  
Chris Lund – Business and Technology Manager  
Joan Bakenhus – Senior Financial Analyst  
Jillian Jurczyk – Financial Analyst  
Robert Blank – Financial Analyst  
Carolyn Ragusett – Administrative Assistant

**Staff Availability**

UFS has adequate staff available to complete the tasks in the timeline requested in the RFP.

**Resumes**

The next section consists of resumes of the team members assigned to this engagement.



	<b>Mark Beauchamp, CPA, CMA, MBA</b> President, Utility Financial Solutions, LLC
	<i>Email:</i> mbeauchamp@ufsweb.com <i>Cellular:</i> 616-403-5450 <i>Location:</i> Holland, MI

**Education**

- AAS Water Purification Technology
- ABA Business Administration
- BBA Major – Accounting
- MBA Master’s Degree in Business

**Course Instructor**
**American Public Power Association (APPA)**

- Advanced Cost of Service Course (Cash Basis & Utility Basis of Ratemaking)
- Intermediate Cost of Service (Cash Basis & Utility Basis of Ratemaking)
- Basic Cost of Service (Cash Basis and Utility Basis of Ratemaking)
- Financial Planning for Municipal Utilities
- Financial Planning for Board & Councils
- Financial Planning and Rate Setting for Managers (Part of Managers Certificate Program)

**American Municipal Power (AMP)**

- Financial Planning and Rate Designs for Electric Utilities

**Expert Witness Service**

- Detroit Edison vs. Ameritech – Provided expert witness services for Detroit Edison on development of Pole Attachment Rates for Ameritech
- Nebraska State Unicameral – Served as an expert witness before the state of Nebraska Unicameral on Proper rate setting and credits to provide customer installed renewable generation
- Dayton Power & Light – Provided expert witness services on pole attachment rates. Case was resolved prior to Court appearance
- Coldwater Board of Public Works – Provide expert witness services on rate challenge by large industrial customer. Case was dropped after deposition was provided
- Smethport PA – Provided deposition and responses to Pennsylvania Public Service Commission on Rate Filing for Smethport

**License and Qualifications**

- Class “A” license in wastewater treatment from the State of Michigan
- (CPA) Certified Public Accountant – Wisconsin
- (CMA) Certified Management Accountant – Institute Certified Management Accountants

**Course Instructor**
**Michigan State University**

- Advanced Issues in Cost Allocation (Utility Basis of Rate Making)
- Retail Costing and Pricing of Electricity
- Wholesale Costing and Pricing of Electricity

**Southwest American Water Works Association**
**Michigan Rural Water Association**

- Cost of Service & Rate Making for Water Utilities

**Michigan Finance Government Officers Association**

- Cost of Service & Rate Making for Water & Wastewater Utilities

**Industry Involvement**

- Member of the American Public Power Association
- Member of the American Water Works Association
- Member of the Institute of Management Accountants
- Speaker at national conferences on Financial Planning for Municipal Utilities, Pricing for Water Utilities, Pricing Fiber Optic backbone systems, Unbundling Electric Rates, and Ways to Attract and Retain Customers
- Author of articles appearing in national magazines and newsletters regarding pricing fiber optics, training electric rates, and designing water rates

### Dawn Lund

Vice-President, Utility Financial Solutions, LLC



Dawn has utility energy experience pricing and marketing utility services for electric, water and wastewater beginning in 1996. Dawn has worked with UFS since 2006 and previously worked with a large utility and held positions as Cost and Rate Specialist and Marketing and Communications Specialist. Dawn works with utilities across the country teaching financial concepts and is also the instructor for Financial Planning courses for the American Public Power Association. She is also a regularly requested speaker for various regional and national organizations.

*Email:* dlund@ufsweb.com

*Cellular:* 231-218-9664

*Location:* Traverse City, MI

#### Cost of Service (COS)

- Completed electric water and wastewater cost of service and rate design studies for utilities across the country, Guam, the Caribbean, and Canada
- Determining appropriate allocations of overhead costs between utility services

#### Long-term financial analysis

- Development of long-term sales and expense projections for electric, water, and wastewater utilities
- Development of long-term financial plan and rate track for electric, water, and wastewater

#### Presentation/Training

- Presentations to City Councils and Boards for approval of utility rates and proposed rate tracks
- Instructor for APPA’s Financial Planning and Basic Cost of Services courses
- Monthly presentations to various organizations on topics such as: cost of Service, financial planning, Key financial targets, cash policies and how to explain rate increases to the end user, cost of services challenges/solutions, and Introduction to allocation studies

#### Rate Design

- Development of equitable rates between inside-city and outside-city customers
- Development of wholesale contract rates,
- Development of special rates; Economic and Time of Use
- Development of Connection Fees
- Development of rate designs to meet financial objectives of utility

#### Other Professional Involvement

- Member of AWWA Finance, Accounting, Management and Controls Committee
- Member of AWWA Rates and Charges Committee
- Member of MI-AWWA Education Committee
- Developing MI-AWWA Water Academy material for Cost of Service, Financial Planning
- Developed the Basic Cost of Service and Financial Planning courses for APPA
- Preferred Consulting firm for Hometown Connections Financial Planning, Cost of Service and Rate Design

**Mike Johnson**

Manager, Utility Financial Solutions, LLC



Mike joined Utility Financial Solutions, LLC in 2011 and has experience assisting utilities since 1995. He has a Higher National Diploma in Mechatronics (Combined Electrical/Mechanical Engineering). Mike is experienced in cost of service, rate making, financial/operational modeling, automation, electric utility operations, and power supply.

*Email:* mjohnson@ufsweb.com

*Cellular:* 608-230-5849

*Location:* Madison, WI

**Cost of Service**

- Development of cost of service studies for electric, communication, gas, water, and wastewater utilities
- Forecasts utility revenue requirements
- Cost allocation model development

**Rate Design**

- Provides cost of services class allocations and rate making
- Designs time of use rates
- Identify effects for different usage patterns within the same class
- Development of rates for alternative fuels and vehicles
- Evaluate marginal costs and development of line extension policies and economic development rates

**Expert Witness Services**

- Prepared and testified on filings to Public Utility Commission

**Long Term Financial Analysis**

- Develops utility financial analysis models
- Identifies growth and load forecasting
- Models rate and revenue effect for customer change within utilities (loss of customers/additional load)
- Develops target metrics for utilities including cash policies, operating income, debt coverage

**Other Utility Tools**

- Computes cost functionalization and allocation systems for designing and managing complex changes
- Evaluates data and system integration issues associated with new software implementations
- Provides market analysis, bidding, and settlement processes analysis
- Identification and valuation of fixed assets
- Assessment of utility value for sales/purchase
- Development of risk mitigation tools, power/fuel cost adjustment mechanisms

### Dan Kasbohm

Manager, Utility Financial Solutions, LLC



Dan joined Utility Financial Solutions, LLC in 2007 and has experience in conducting cost of service and financial analysis for electric, water, wastewater, and cable utilities around the nation. He has a Bachelor of Science degree in Engineering and was employed in the automotive industry. Dan is a co-instructor for the Basic and Intermediate Cost of Service courses for the American Public Power Association.

*Email:* dkasbohm@ufsweb.com

*Cellular:* 616-402-7045

*Location:* Grand Haven, MI

#### Cost of Service (COS)

- Identification of fixed/variable costs related to:
  - Customer availability to be served
  - Commodity based costs
  - Demand based costs
- Identification of class to class subsidization
- Utility cost breakdown by function
- Detailed cost unbundling

#### Long-term financial analysis & identification of:

- Utility revenue requirements (utility and cash-based methods)
- Debt Coverage conformance
- Minimum cash requirements
- Optimal operating income targets
- Optional rate adjustments in projected years

#### Presentation/Training

- Presenting study results to management and governing body of utility
- Provide utility training on use of projection & COS models
- Co-Instructor for the American Public Power Association Academy
  - Basic & Intermediate Cost of Service

#### Rate Design

- Current Utility rate structure updates
  - Utility revenue impact
  - Customer bill impacts at various usage levels
  - Identify revenue stability of rates
  - Rate survey analysis
- Development of new rates including:
  - Time of Use (seasonal, daily, hourly)
  - Power Cost Adjustment (PCA)
  - Coincidental-Peak Rates
  - Economic Development rates
  - Street lighting rates

#### Other Utility Tools

- Power Cost Adjustment mechanisms based on utility cash position, objectives, and dispatch profile
- Street Light Cost of Service by light and pole types
- Load Profile Analysis to identify utility and customer usage patterns
- Power supply forecasting
- Implementation of a justified minimum cash policy
- Calculation of fees for standard utility work
- Development of line extension policies

**Joan Bakenhus**

Senior Financial Analyst, Utility Financial Solutions, LLC



Joan has experience working with municipal utilities from 1986-1996 and came back to industry in 2006. Joan has a degree in Business Administration. Joan has worked as a Rate Analyst for one of the largest public power systems in the nation (Lincoln Electric System) and for Utility Financial Solutions, LLC since 2006. Joan is experienced in development of long-term financial plans, rate design models and cost of service studies for electric, water, and wastewater utilities.

*Email:* jbakenhus@ufsweb.com

*Cellular:* 402-483-2542

*Location:* Nebraska

**Cost of Service (COS)**

- Working with Utilities to identify information requirements to complete cost of service and financial plans
- Set up and develop utility revenue requirements, cost of service program and utility revenue proof
- Balancing and set up of models for development of cost of service for water, wastewater, and electric utilities to determine commodity and customer charges
- Responsible for analysis, preparation and updating cost of service models for several electric, water utilities

**Rate Design**

- Balancing and set up of models for development rate design for water, wastewater, and electric utilities to determine commodity and customer charges
- Development of rate design models for electric, Water utilities
- Development of rate surveys

**Other Utility Tools**

- Balancing of sales with revenue to help ensure proper billing statistics are used in cost of service models

**Long Term Financial Analysis**

- Development of long-term financial forecasts for water, wastewater, and electric utilities to determine the amount and timing of rate adjustments

### Chris Lund

Business & Technology Manager, Utility Financial Solutions, LLC



Chris has a bachelor’s degree in Business Administration with concentration in Computer Science and Speech Communications. He has been a technology and management consultant since 1992 and has utility experience since 2005. Chris is an employee of UFS since 2012 and has also sub-consulted on a variety of technology projects for UFS since 2003.

*Email:* clund@ufsweb.com

*Cellular:* 231-342-9798

*Location:* Traverse City, MI

#### Financial Consulting

- Completed cost of service and rate design studies for electric, water, wastewater, telecommunications and refuse utilities
- Designed, wrote, and implemented long term financial projection model including revenue requirements and rate track
- Determined avoided cost for solar (photovoltaic - PV) and wind for renewable energy rates
- Lead consultant for electric vehicle (EV) rates and service study
- Conducted multiple fiber optic cost of service and rate design studies
- Presentations to Governing Bodies for approval of utility rates and proposed rate tracks

#### Data Analytics

- Data mining and analysis specialist for electric load data research
- Specialist with data mining, data conversion and custom reporting
- Experienced with various ODBC (database connectivity)
- Implemented job costing solution for manufacturing companies
- Designed, written, implemented, supported multiple, custom bar coding and data collection systems for wholesale distribution and manufacturing organizations
- Data collection systems pushed data to payroll for time and attendance, automated inventory tracking and job costing

#### Technology Experience

- Experienced in Microsoft Excel automation – including payroll data, job costing and automated billing (office automation)
- Experienced in Microsoft Access custom database, programming, and reporting – including electronic data interchange (EDI) mapping using Microsoft VBA
- Lead consultant for multiple mission critical, corporate wide enterprise resource planning (ERP) technology solutions
- Implemented, trained, and supported multiple telecommunications projects
- Implemented and supported some of the first voice over internet protocol (VOIP) telecommuting systems
- Guide management with technology related strategy and business integration
- Modification and complete custom program solutions on midrange and PC
- Wrote automated bill of material (BOM) purchasing forecasting system
- Specify, install, and maintain mission critical PC network infrastructure, servers, workstation, and related software
- Experienced in network security and virtual private network (VPN) technology
- Implemented and supported web storefronts integrated with corporate backend database solution for inventory management, order processing, billing, and account status

**Jillian Jurczyk, MEc.**

Financial Analyst, Utility Financial Solutions, LLC



Jill has been with UFS since 2013. She has a Bachelor’s degree in Mathematics and a Master’s degree in Applied Economics from Johns Hopkins University. Jill has populated and analyzed cost of service models, developed long-term financial projections, and designed rates for utilities. Jill specializes in econometric modeling and statistical analysis to project sales and usage. She has worked with a variety of econometric software packages and is competent in handling seasonality, trend, heteroscedasticity, and other economic inefficiencies that arise in data analysis.

*E-mail:* jjurczyk@ufsweb.com  
*Cellular:* 616-283-8502  
*Location:* Holland, MI

Jill’s experience includes:

- Forecasting Utility revenue requirements
- Projecting revenues and expenses, asset depreciation, and net book value
- Designing rates based on Cost of Service results
- Analyzing rate payer impacts and sensitivities
- Working with Utility Staff to identify study goals and understand organization
- Keeping up to date on the current economic impacts of renewable energy, the relationship to the Clean Power Plan legislation, and potential effects on the Electric Industry

**Robert Blank**

Financial Analyst, Utility Financial Solutions, LLC



Robert has been working for Utility Financial Solutions, LLC since May of 2014 and has a Bachelor of Business Administration with a major in Finance from Davenport University. Over his time at UFS he has conducted Utility rate surveys as well as developed rate designs. Robert has experience with long term financial projections and cost of service studies for Electric, Water, Wastewater, and Gas utilities.

*E-mail:* bblank@ufsweb.com  
*Cellular:* 616-403-9926  
*Location:* Holland, MI

Robert’s experience includes:

- Developing rate design models for electric utilities
- Conducting Rate Surveys
- Responsible for analysis of financial statements and preparation of cost of service models
- Working with utilities to identify the information needed to conduct an accurate cost of service study
- Calculating Minimum Cash Reserve levels, Target Operating Income, and Debt Coverage Ratios

## Project Schedule

Our experience with municipal cost of service and rate design studies, allows us to conduct a cost effective and efficient study. The following is the tentative project schedule for completion of the financial analysis. This schedule will be finalized during the initial project kick-off meeting with management.

<i>Task</i>	<i>Expected Completion – Twelve Weeks</i>
Initial Meeting – Preparation of Information Request	Week One
Completion of Information Request by Client	Week Two
Planning/Set-up Study	Week Three – Five
Review and Development of Revenue Requirements	Week Six – Seven
Virtual Fieldwork	Week Eight
Report, Recommendations & Presentation of Draft	Week Nine
Final Report	Week Ten

**THE COMPLETION OF THE PROJECT ON THE PROPOSED SCHEDULE IS DEPENDENT ON THE COOPERATION OF VARIOUS DEPARTMENTS WITHIN THE UTILITY TO PREPARE THE INFORMATION REQUEST IN A TIMELY MANNER.**



## Project Fees

Prices, terms, and conditions are good for a period of 90 days from the date of this proposal of March 5, 2024  
 Payment will be made through submission of invoice which itemizes the work performed.

**Total project fees for Financial Projection are hourly estimated at \$14,900**  
 (\*Total above does not include out of pocket travel expenses or travel time for optional onsite visits)

### Out of Scope Services

Out of Scope services will be billed at the hourly rates listed below.  
 Any out of pocket expenses will be billed at cost.

<b>Name</b>	<b>Title</b>	<b>Hourly Rate</b>
Mark Beauchamp	President	\$355.00
Dawn Lund	Vice President	\$320.00
Dan Kasbohm	Manager	\$270.00
Mike Johnson	Manager	\$270.00
Chris Lund	Business and Technology Manager	\$270.00
Jillian Jurczyk	Financial Analyst	\$200.00
Joan Bakenhus	Senior Financial Analyst	\$165.00
Robert Blank	Financial Analyst	\$130.00

In addition, travel time will be billed at 50% off regular rates.

## Proposed Professional Services Agreement

Prices, terms, and conditions are good for a period of 90 days from the date of this proposal February 20, 2023. Payment will be made through submission of invoice which itemizes the work performed.

### Total project fees for Financial Projection are hourly estimated at \$14,900

(\*Total above does not include out of pocket travel expenses or travel time for optional onsite visits)

#### Anticipated Meetings:

- Initial meeting – Conference call to clarify scope of services, expectations of management and preliminary information request
- Fieldwork – Conference call to verify data provided
- Draft Report with management - Conference call
- Final Report with management – Conference call

#### Deliverables:

- 1) Long-term financial projection and rate track
- 2) Minimum cash reserve determination
- 3) Debt Service Ratio
- 4) Target operating income (rate of return)
- 5) One-year rate design at current rate structure

#### Out of Scope Pricing

Out of scope items and work hours will be billed at the hourly rates listed on this page.

#### Hourly Rates *(travel is discounted at 50%)*

Mark Beauchamp	\$ 355.00
Dawn Lund	\$ 320.00
Dan Kasbohm	\$ 270.00
Mike Johnson	\$ 270.00
Chris Lund	\$ 270.00
Jillian Jurczyk	\$ 200.00
Joan Bakenhus	\$ 165.00
Support Staff	\$ 65.00 – 130.00

We look forward to exceeding your expectations. Please sign, date, and return to [clund@ufswest.com](mailto:clund@ufswest.com) at your earliest convenience.

Sincerely,



Dawn Lund, Vice-President  
Utility Financial Solutions, LLC

Date: \_\_\_\_\_

Accepted By: \_\_\_\_\_

Keith Edwards, Pentwater Township

NTB h)

2024-16

### Hazard Mitigation Plan Adoption Resolution - Local

Whereas Pentwater Township, Michigan has experienced natural and man-made disasters that have damaged commercial, residential and public properties, displaced citizens and businesses, and presented general public health and safety concerns; and

Whereas Oceana County has prepared a multi-jurisdictional Hazard Mitigation Plan under the guidance of the Oceana County Local Emergency Planning Committee (LEPC), which describes known disasters and impacts, potential hazards, and strategies to reduce overall damage and impact from hazards; and

Whereas the Hazard Mitigation Plan has been reviewed by countywide residents, business owners, and federal, state and local agencies, and has been revised to reflect their concerns;

Now, therefore, be it resolved that:

1. The Oceana County Hazard Mitigation Plan is hereby adopted as an official plan of the Pentwater Township.
2. Pentwater Township will incorporate strategies identified in the Plan with planning programs and mechanisms under its jurisdictional authority.
3. Pentwater Township will support efforts of the Oceana County Emergency Management director, Troy Maloney LEPC, and other Oceana County stakeholders to implement the Plan's recommendations.

Passed this day of \_\_\_\_\_ (date).

Signed \_\_\_\_\_

Title \_\_\_\_\_

# 1. Die mathematische Modellierung der Wirtschaft

Die mathematische Modellierung der Wirtschaft ist ein zentraler Bestandteil der ökonomischen Analyse. Sie ermöglicht es, komplexe ökonomische Zusammenhänge in einer präzisen, formalen Sprache darzustellen und zu untersuchen.

Ein zentrales Element der mathematischen Modellierung ist die Formulierung von Annahmen. Diese Annahmen definieren die Struktur des Modells und die Beziehungen zwischen den verschiedenen Variablen. Durch die mathematische Formulierung dieser Annahmen können ökonomische Theorien rigoros überprüft und ihre Gültigkeit unter bestimmten Bedingungen bestätigt werden.

Die mathematische Modellierung der Wirtschaft ist ein interdisziplinäres Feld, das Erkenntnisse aus der Mathematik, der Ökonomie und der Informatik vereint. Sie ermöglicht es, ökonomische Zusammenhänge in einer präzisen, formalen Sprache darzustellen und zu untersuchen.

Die mathematische Modellierung der Wirtschaft ist ein zentraler Bestandteil der ökonomischen Analyse.

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NTS 23



# MTA ONLINE SUBSCRIPTION RENEWAL INVOICE

May 1, 2024

Pentwater Twp.  
PO Box 512  
Pentwater, MI 49449-0512

CURRENT PACKAGE LEVEL	EXPIRATION DATE
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MTA Online - Essentials Package	5/31/2024
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## MICHIGAN TOWNSHIPS ASSOCIATION

P.O. Box 80078  
Lansing, MI 48908

ph. (517) 321-6467  
fx. (517) 321-8908

### HOW TO RENEW:

**Option 1:** Renew online with a credit card at: <https://bit.ly/RenewMTAOnline> (member login required).

**Option 2:** Return the completed form with credit card payment by mail to the address above, or via fax to 517-321-8908.

**Option 3:** Return the completed form with check payment to the address above. Please make checks payable to Michigan Townships Association.

Thank you for subscribing your township to an *MTA Online* learning package, which has given everyone on your township team access to the knowledge they need to succeed, whenever (and wherever) they choose.

**As your MTA Online subscription period comes to an end, we hope you will consider renewing!** Additional details on each package are attached or can be found online at [www.michigantownships.org/mtaonline.asp](http://www.michigantownships.org/mtaonline.asp).

CONTACT NAME \_\_\_\_\_ PHONE \_\_\_\_\_

CONTACT EMAIL \_\_\_\_\_

### 2024-2025 SUBSCRIPTION PACKAGE LEVEL:

- PREMIUM PASS (\$1,900)
- PLUS PACKAGE (\$1,000)
- ESSENTIALS PACKAGE (\$750)

### PAYMENT DETAILS:

CHECK (PAYABLE TO MTA) OR  CREDIT CARD

CARD # (VISA OR MASTERCARD ONLY) \_\_\_\_\_ EXP DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

CARDHOLDER'S NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_



**Your *MTA Online* subscription is expiring; renew today to continue learning!**

Thank you for your township's MTA Online subscription, which gives everyone on your township team access to the knowledge they need to succeed, whenever (and wherever) they choose. Our Online Learning Center boasts a wide variety of webinars designed with township officials in mind. From assessing to zoning, you're sure to find something for every member of your township team, at every stage in their public service career.

As your MTA Online **Essentials** subscription period comes to an end, we hope you will consider renewing or perhaps even upgrading to the next learning level! For your convenience, enclosed is additional information about what's included in each subscription package, along with a convenient statement for your use should you wish to process it immediately.

**Step up to the Plus level** to get access to 16 more courses that dig into ordinances, cemetery management, plus several planning and zoning courses that your entire board, planning commissioners and zoning administrators can watch together (or individually) at no additional cost.

**Upgrade to Premium Pass** for access to dozens more topics, from leadership to elections, and payroll to policies, you'll get more than 150 total hours of content! This package includes all 11 of our *Township Governance Academy* courses and FREE access to our live monthly webinar series, *Now You Know*, also available on-demand.

We hope that your township will continue to find value and importance in offering education to all members of your township team with our online learning subscriptions.

If you have any questions about the MTA Online program, how to ensure your entire team can access the offerings, or how we can better serve you, email us at: [education@michigantownships.org](mailto:education@michigantownships.org) or call 517.321.6467 Ext. 230.





## One subscription provides online learning for your entire township



**MTA's Online Learning Center** is home to a wide variety of recorded webinars designed with township officials in mind. From assessing to zoning, you're sure to find something for *every* member of your township team, at every stage in their public service career.

Our annual subscription packages allow you to unlock the savings in this extensive library. One subscription gives everyone on your township team (yes everyone!) access to all of the courses included in that package with no additional "per person" fees.

Three different levels allow you to choose which webinar package is the best fit your township:

The **Essentials** level includes **19 webinars** that cover the basics—what we consider essential topics—designed for all board members and required knowledge for all townships.

The **Plus** level offers access to **35 webinars** that take you beyond the essentials, digging into planning and zoning topics, cemeteries and more. Your entire board, planning commissioners and zoning administrators can watch together (or separately) at no additional cost.

Upgrade to **Premium Pass** and get more than **100 webinars!** We'll throw in FREE access to our live monthly webinar series, **Now You Know** (featuring a new topic every month) AND our Township Governance Academy courses.

**For a full list of what's included in each package, visit [www.michigantownships.org/learning/mta-online/](http://www.michigantownships.org/learning/mta-online/)**



Annual subscriptions allow you to eliminate per person fees. Everyone in your township can watch (and learn) together OR on their own!

Package rates are:

**Essentials Package: \$750**

**Plus Package: \$1,000**

**Premium Package: \$1,900**

**To continue your subscription or upgrade to another level**, simply check the box next to the package of your choice on the enclosed statement.

MTA continually adds new classes to keep packages relevant and enhance the value. This renewal cycle boasts 3.5 hours to the **Essentials** package, 12 hours to the **Plus** package and 43 hours to **Premium Pass!** We hope you will consider renewing or perhaps even upgrading if you're not already at the Premium Pass learning level.

**Individual webinars** more your speed? Browse our online classrooms at <https://learn.michigantownships.org>

NTB j)



May 15, 2024

**PROPOSAL FOR PUBLIC WORKSHOP – ROLES AND STATUTORY RESPONSIBILITIES OF ELECTED OFFICIALS, DEPUTIES AND STAFF**

**I'm requesting the Township Board to determine a date and time for the above mentioned, Public Workshop.**

Wednesday, May 22, 2024 1:00pm

Thursday, May 23, 2024 1:00pm

(Friday, May 24, 2024 11:00am - 1:00)

~~Wednesday, June 19, 2024 1:00pm~~

Thursday, June 20, 2024 1:00pm

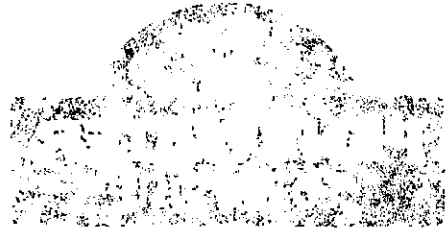
Friday, June 21, 2024 11:00am

**The purpose of this workshop is to look at statutory and non-statutory duties of each Elected and Non-Elected Office, along with Township Board Trustees and consider a redistribution of duties within the Township Hall Offices.**

**Please have a list of your statutory duties along with all non-statutory duties for each office and position.**

Maureen Murphy  
Pentwater Township Clerk





SECRET

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DATE 01/15/00 BY 60322 UCBAW/STP

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