GAINES CHARTER TOWNSHIP

8555 Kalamazoo Ave., SE
Caledonia, MI 49316

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November 5, 2024

Gaines Township Board of Trustees
8555 Kalamazoo Ave SE
Caledonia, MI 49316

RE: November 11, 2024, Township Board Meeting

Township Board Members:

Greetings! I hope that this message finds you well.

The agenda for the November meeting is not nearly as long as the agenda for the previous meeting. Just like the October meeting, there are no scheduled speakers for the November meeting. There are also two public hearings scheduled for the November meeting which is similar to October. One of the public hearings is for the Small Distiller's License request from Grinning Mitten, and the other is for the proposed Fiscal Year 2025 Township Budget.

Under new business you will be asked to consider having the Township apply to join the National Flood Insurance Program. The Township would need to adopt an ordinance to fulfill this application so a public hearing would need to be set for the December meeting to move in that direction. You will also be asked to consider replacing the old furniture in the Day Room at the Dutton Fire Department, as well as replacing their digital sign. I have also put together some options for you to consider beginning disbursing the Opioid Settlement Funds that the Township has received.

There is a recommendation from the Personnel Committee to change the Water/Sewer Administrator back to a full-time position. There is also a new water/sewer contract for your consideration that relates to the watermain installation for the Alexander Trails project. You will notice that a second amendment to the water/sewer contract for the Prairie Wolf Station project has been submitted for your review.

You will be asked to consider approving the updated Cemetery Ordinance, Rules and Regulations, and Fee Schedule. Also, you will see that the consideration of Township Board wages for 2025, the resolution to exempt the Township from PA 125, and adopting the FY 2025 budget wrap up the agenda.

I look forward to seeing you on Monday!

Best regards,

Rod Weersing

Rod Weersing
Township Manager

**CHARTER TOWNSHIP OF GAINES**
**MEETING LOCATION: 8555 Kalamazoo Ave., SE, Caledonia, MI 49316**
**Township Board of Trustees Meeting**
***PRELIMINARY AGENDA***
**MONDAY – November 11, 2024**
**Time: 7:00PM**

1. **Opening Prayer ~ Bob Terpstra**
2. **Pledge of Allegiance**
3. **Call to Order and Attendance ~**
4. **Declaration of Conflict of Interest**
5. **Review of Consent Agenda ~** *items must be removed from the consent agenda in order* to *be discussed*
6. **Approval of Agenda**
7. **Communications ~ Informational items ~**
    a. **October 2024 Building Department Revenue Report**
    b. **October 2024 Cutlerville Fire Run Report**
    c. **October 2024 Dutton Fire Run Report**
    d. **October 2024 Community Policing Officer's Report** *letters, reports, updates, etc.*
    e. **2024 Election Statistics**
8. **Scheduled Speakers**
9. **Public Comments –** *Public may speak regarding anything on the agenda which is NOT scheduled for a public hearing (comments limited to 3 minutes per speaker)*
10. **Public Hearings:**
    a. **Small Distiller's License – Grinning Mitten (DBA Railtown)**
    b. **2025 Proposed Township Budget**
    c. **Proposed Cemetery Agenda**
11. **Consent Agenda:**
    a. **Minutes – October 13, 2024**
    b. **Check Registers for the month of October**

| | | |
|---|---|---|
| i. | General Fund (101): | $209,590.72 |
| ii. | Public Safety SAD (205): | $ 75,800.10 |
| iii. | Building Inspections (549): | $ 23,113.37 |
| iv. | Water and Sewer (590 & 591): | $ 10,331.95 |
| | **TOTAL OF ALL FUNDS:** | **$318,836.14** |

c. **Treasurer's Report**

12. **New Business**
    a. **Consider ~ National Flood Insurance Program**
        i. **Set public Hearing**
    b. **Consider ~ Dutton Fire - Furniture**
    c. **Consider ~ Dutton Fire - Sign**
    d. **Consider ~ Opioid Settlement dollars**
    e. **Consider ~ Railtown's request for a Small Distillers License**
    f. **Consider ~ W/S Administrators status change**
    g. **Consider ~**
        i. **Cemetery Ordinance**
        ii. **Cemetery Rules and Regulations**
        iii. **Cemetery Fee Schedule**
    h. **Consider ~ Water Sewer Contract Alexander Trails**
    i. **Consider ~ Water Sewer Contract Prairie Wolf Station amendment**
    j. **Consider ~**
        i. **Resolution setting 2025 Supervisor's Salary**
        ii. **Resolution setting 2025 Clerk's Salary**
        iii. **Resolution setting 2025 Treasurer's Salary**
        iv. **Resolution setting 2025 Board of Trustees Meeting Per Diem**
    k. **Consider ~ Resolution exempting the Township from the Requirements of Public Act 152**
    l. **Consider ~ Adopting the 2025 Appropriations Act (adopting the 2025 budget)**
13. **Public Comments ~** *On any topic (comments limited to 3 minutes per speaker)*
14. **Manager's Comments**
15. **Supervisor's Comments**
16. **Trustee's Comments**

**NEXT SCHEDULED BOARD OF TRUSTEES MEETING: December 9, 2024**

*ANY INTERESTED PERSONS ARE INVITED TO ATTEND AND PARTICIPATE IN ALL TOWNSHIP BOARD OF TRUSTEE MEETINGS. PERSONS WITH DISABILITIES NEEDING ANYT SPECIAL ACCOMMODATIONS SHOULD CONTACT THE TOWNSHIP OFFICES ONE WEEK PRIOR TO THE MEETING TO REQUEST MOBILITY, VISUAL OR ANY OTHER ASSISTANCE.*

***Preliminary Agenda – Subject to Change***

# Revenue Breakdown Report



11/01/2024

Filter: All Records, Transaction.DateToPostOn Between 10/1/2024 12:00:00 AM AND 10/31/2024 11:59:59 PM

## Unit Totals

| Unit Name | Records | Revenue |
|---|---|---|
| | 172 | 386,990.00 |
| TOTAL | 172 | 386,990.00 |

## Record Type Totals

| Unit: | Records | Revenue |
|---|---|---|
| Permit | 172 | 386,990.00 |
| UNIT TOTAL: | 172 | 386,990.00 |

## Record Type Breakdowns

Unit:

| Record Type: Permit | Records | Revenue |
|---|---|---|
| Building | 30 | 304,983.00 |
| Deck | 1 | 130.00 |
| Electrical | 34 | 68,139.00 |
| Furnace Replacement | 4 | 460.00 |
| Irrigation Meter | 1 | 90.00 |
| Mechanical | 55 | 7,223.00 |
| Plumbing | 29 | 4,345.00 |
| Residential Roofing | 18 | 1,620.00 |
| TOTAL: | 172 | 386,990.00 |

## Incidents by Category and Month

Jan 01, 2023 12:00 AM to Nov 03, 2024 02:33 PM

| | 2024 | | | | | | | | | | | 2024 | | 2023 | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Incident Type Category | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Grand Total - Current | % of Total Incidents - Current | Grand Total - Previous | % of Total Incidents - Previous | YTD % Change |
| 1 - Fire | 6 | 9 | 5 | 9 | 7 | 12 | 12 | 5 | 10 | 7 | 0 | 82 | 4.00% | 64 | 3.00% | 28.13% |
| 2 - Overpressure Rupture, Explosion, Overheat (No Fire) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% | 3 | 0.00% | -100.00% |
| 3 - Rescue & Emergency Medical Service Incident | 155 | 129 | 105 | 134 | 129 | 128 | 131 | 137 | 138 | 125 | 4 | 1,315 | 70.00% | 1,350 | 71.00% | -2.59% |
| 4 - Hazardous Condition (No Fire) | 9 | 1 | 4 | 5 | 3 | 7 | 5 | 6 | 7 | 1 | 1 | 49 | 3.00% | 41 | 2.00% | 19.51% |
| 5 - Service Call | 3 | 2 | 2 | 7 | 4 | 4 | 4 | 4 | 5 | 4 | 1 | 40 | 2.00% | 32 | 2.00% | 25.00% |
| 6 - Good Intent Call | 27 | 18 | 17 | 18 | 16 | 22 | 12 | 21 | 11 | 18 | 1 | 181 | 10.00% | 191 | 10.00% | -5.24% |
| 7 - False Alarm & False Call | 16 | 21 | 17 | 21 | 13 | 20 | 20 | 13 | 20 | 20 | 1 | 182 | 10.00% | 180 | 9.00% | 1.11% |
| 8 - Severe Weather & Natural Disaster | 0 | 0 | 1 | 1 | 0 | 4 | 0 | 0 | 0 | 0 | 0 | 6 | 0.00% | 1 | 0.00% | 500.00% |
| 9 - Special Incident Type | 0 | 2 | 2 | 4 | 1 | 5 | 4 | 4 | 3 | 2 | 0 | 27 | 1.00% | 33 | 2.00% | -18.18% |
| **Grand Total** | **216** | **182** | **153** | **199** | **173** | **202** | **188** | **190** | **194** | **177** | **8** | **1,882** | **100.00%** | **1,895** | **100.00%** | **-0.69%** |

## Incidents by District/Zone

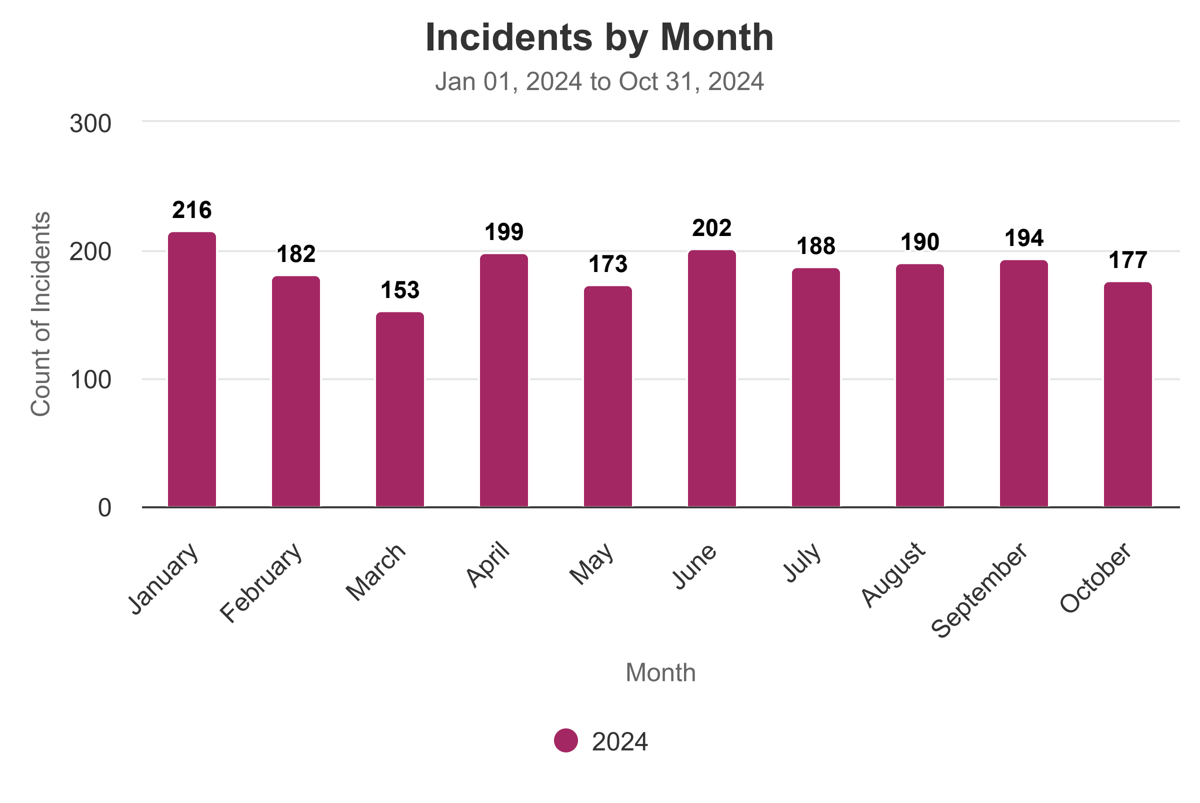
Jan 01, 2023 12:00 AM to Nov 03, 2024 02:32 PM

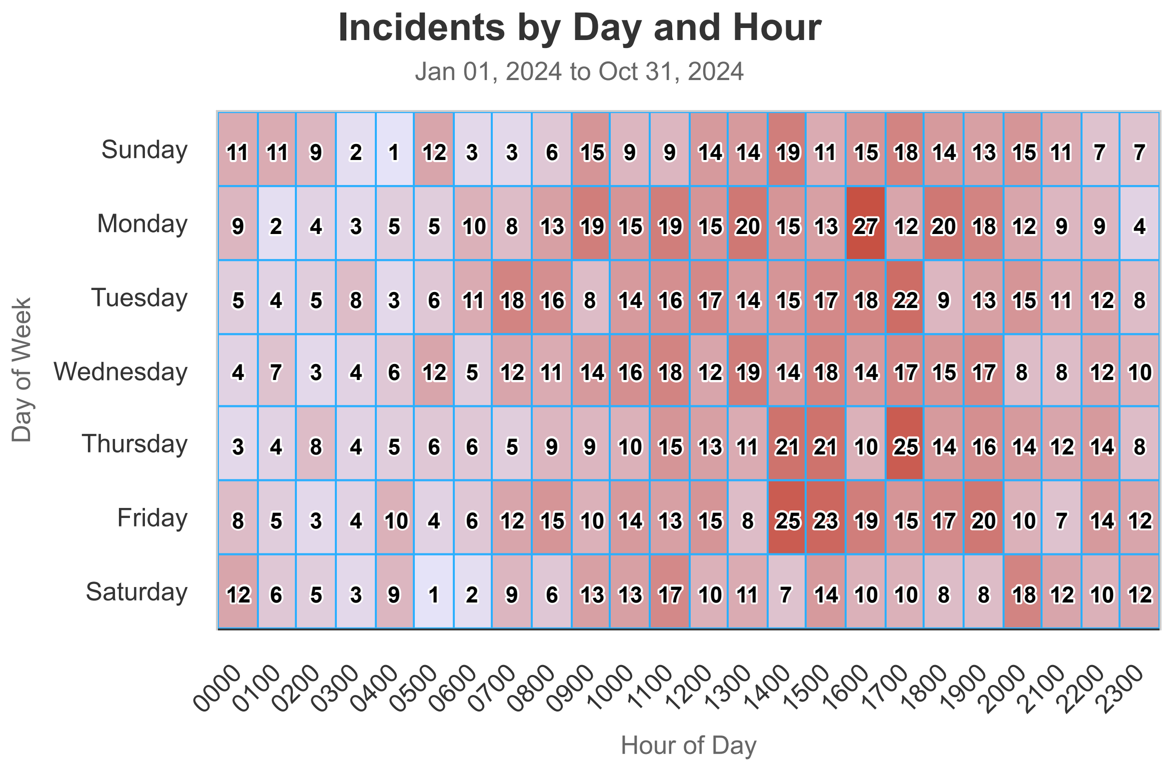
| | 2024 | | | | | | | | | | | 2024 | | 2023 | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **District/Zone** | **Jan** | **Feb** | **Mar** | **Apr** | **May** | **Jun** | **Jul** | **Aug** | **Sep** | **Oct** | **Nov** | **Grand Total - Current** | **% of Total Incidents - Current** | **Grand Total - Previous** | **% of Total Incidents - Previous** | **YTD % Change** |
| B1U - Byron Township | 8 | 4 | 1 | 2 | 1 | 6 | 5 | 2 | 8 | 4 | 0 | 41 | 2.00% | 30 | 2.00% | 36.67% |
| B2U - Byron Township | 21 | 32 | 18 | 29 | 31 | 33 | 27 | 32 | 19 | 38 | 1 | 281 | 15.00% | 285 | 15.00% | -1.40% |
| B3U - Byron Township | 11 | 6 | 9 | 9 | 11 | 14 | 5 | 3 | 15 | 10 | 2 | 95 | 5.00% | 102 | 5.00% | -6.86% |
| B4U - Byron Township | 33 | 26 | 17 | 25 | 15 | 25 | 17 | 26 | 20 | 16 | 0 | 220 | 12.00% | 198 | 10.00% | 11.11% |
| B5S - Byron Township | 0 | 0 | 0 | 0 | 1 | 1 | 1 | 1 | 1 | 0 | 1 | 6 | 0.00% | 12 | 1.00% | -50.00% |
| B6S - Byron Township | 13 | 14 | 13 | 11 | 12 | 10 | 6 | 15 | 15 | 10 | 0 | 119 | 6.00% | 120 | 6.00% | -0.83% |
| B7R - Byron Township | 2 | 3 | 5 | 1 | 2 | 3 | 2 | 4 | 1 | 1 | 1 | 25 | 1.00% | 13 | 1.00% | 92.31% |
| B8R - Byron Township | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0.00% | 7 | 0.00% | -71.43% |
| Byron Township Fire | 5 | 0 | 2 | 0 | 0 | 3 | 3 | 0 | 1 | 0 | 0 | 14 | 1.00% | 12 | 1.00% | 16.67% |
| Dutton Fire Department | 8 | 5 | 3 | 4 | 3 | 7 | 2 | 5 | 5 | 2 | 0 | 44 | 2.00% | 13 | 1.00% | 238.46% |
| G1U - Gaines Township | 35 | 18 | 24 | 47 | 36 | 41 | 33 | 37 | 43 | 35 | 2 | 351 | 19.00% | 434 | 23.00% | -19.12% |
| G2S - Gaines Township | 19 | 15 | 11 | 13 | 13 | 15 | 23 | 16 | 15 | 14 | 0 | 154 | 8.00% | 184 | 10.00% | -16.30% |
| G3U - Gaines Township | 34 | 34 | 25 | 27 | 25 | 24 | 30 | 23 | 30 | 34 | 0 | 286 | 15.00% | 243 | 13.00% | 17.70% |
| G4S - Gaines Township | 4 | 9 | 6 | 6 | 8 | 7 | 9 | 11 | 3 | 3 | 0 | 66 | 4.00% | 39 | 2.00% | 69.23% |
| G5S - Gaines Township | 11 | 6 | 7 | 16 | 3 | 8 | 15 | 2 | 7 | 6 | 0 | 81 | 4.00% | 83 | 4.00% | -2.41% |
| G6S - Gaines Township | 3 | 1 | 3 | 3 | 4 | 1 | 1 | 1 | 4 | 1 | 0 | 22 | 1.00% | 23 | 1.00% | -4.35% |
| G7R - Gaines Township | 2 | 1 | 4 | 1 | 4 | 1 | 5 | 6 | 2 | 1 | 1 | 28 | 1.00% | 32 | 2.00% | -12.50% |
| G8R - Gaines Township | 2 | 1 | 1 | 1 | 0 | 0 | 1 | 1 | 2 | 1 | 0 | 10 | 1.00% | 7 | 0.00% | 42.86% |
| Kentwood | 2 | 6 | 3 | 4 | 4 | 3 | 3 | 3 | 2 | 0 | 0 | 30 | 2.00% | 46 | 2.00% | -34.78% |
| Wyoming | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 2 | 1 | 1 | 0 | 7 | 0.00% | 12 | 1.00% | -41.67% |
| **Grand Total** | **216** | **182** | **153** | **199** | **173** | **202** | **188** | **190** | **194** | **177** | **8** | **1,882** | **100.00%** | **1,895** | **100.00%** | **-0.69%** |

## Monthly Call Volume Year over Year

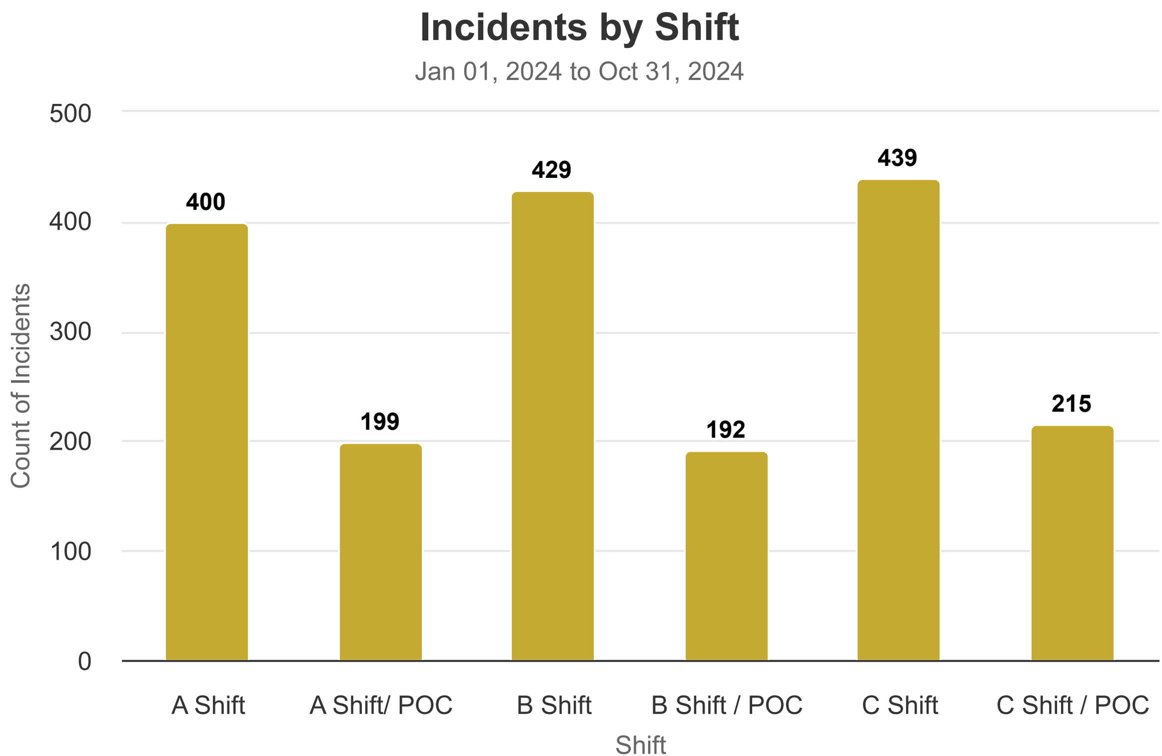
Jan 01, 2023 12:00 AM to Nov 03, 2024 02:35 PM

| Month Name | 2024 | | 2023 | | |
|---|---|---|---|---|---|
| | Grand Total - Current | % of Total Incidents - Current | Grand Total - Previous | % of Total Incidents - Previous | YTD % Change |
| January | 216 | 11.00% | 184 | 10.00% | 17.39% |
| February | 182 | 10.00% | 161 | 8.00% | 13.04% |
| March | 153 | 8.00% | 192 | 10.00% | -20.31% |
| April | 199 | 11.00% | 168 | 9.00% | 18.45% |
| May | 173 | 9.00% | 205 | 11.00% | -15.61% |
| June | 202 | 11.00% | 209 | 11.00% | -3.35% |
| July | 188 | 10.00% | 225 | 12.00% | -16.44% |
| August | 190 | 10.00% | 181 | 10.00% | 4.97% |
| September | 194 | 10.00% | 201 | 11.00% | -3.48% |
| October | 177 | 9.00% | 151 | 8.00% | 17.22% |
| November | 8 | 0.00% | 18 | 1.00% | -55.56% |
| **Grand Total** | 1,882 | 100.00% | 1,895 | 100.00% | -0.69% |


Incidents by Month
Jan 01, 2024 to Oct 31, 2024
300
200
100
0
Count of Incidents
216
182
153
199
173
202
188
190
194
177
January
February
March
April
May
June
July
August
September
October
Month
2024



Incidents by Day and Hour
Jan 01, 2024 to Oct 31, 2024
Day of Week
Sunday
Monday
Tuesday
Wednesday
Thursday
Friday
Saturday
11 11 9 2 1 12 3 3 6 15 9 9 14 14 19 11 15 18 14 13 15 11 7 7
9 2 4 3 5 5 10 8 13 19 15 19 15 20 15 13 27 12 20 18 12 9 9 4
5 4 5 8 3 6 11 18 16 8 14 16 17 14 15 17 18 22 9 13 15 11 12 8
4 7 3 4 6 12 5 12 11 14 16 18 12 19 14 18 14 17 15 17 8 8 12 10
3 4 8 4 5 6 6 5 9 9 10 15 13 11 21 21 10 25 14 16 14 12 14 8
8 5 3 4 10 4 6 12 15 10 14 13 15 8 25 23 19 15 17 20 10 7 14 12
12 6 5 3 9 1 2 9 6 13 13 17 10 11 7 14 10 10 8 8 18 12 10 12
0000 0100 0200 0300 0400 0500 0600 0700 0800 0900 1000 1100 1200 1300 1400 1500 1600 1700 1800 1900 2000 2100 2200 2300
Hour of Day


Incidents by Shift
Jan 01, 2024 to Oct 31, 2024
Count of Incidents
500
400
300
200
100
0
400
199
429
192
439
215
A Shift
A Shift/ POC
B Shift
B Shift / POC
C Shift
C Shift / POC
Shift

## Aid Given and Received Summary

Jan 01, 2024 to Oct 31, 2024

| Fire Department | Automatic Aid Given | % of Total Automatic Aid Given | Automatic Aid Received | % of Total Automatic Aid Received | Mutual Aid Given | % of Total Mutual Aid Given | Mutual Aid Received | % of Total Mutual Aid Received |
|---|---|---|---|---|---|---|---|---|
| Byron Township Fire Department | 7 | 20.59% | 4 | 9.09% | 1 | 3.57% | 21 | 19.27% |
| City of Kentwood Fire Department | 13 | 38.24% | 18 | 40.91% | 0 | 0.00% | 20 | 18.35% |
| City of Wyoming Fire Department | 3 | 8.82% | 8 | 18.18% | 1 | 3.57% | 5 | 4.59% |
| Dutton Fire Department | 11 | 32.35% | 14 | 31.82% | 26 | 92.86% | 63 | 57.80% |
| **Overall** | **34** | **100.00%** | **44** | **100.00%** | **28** | **100.00%** | **109** | **100.00%** |

## Calls in Progress

Jan 01, 2024 12:00 AM to Oct 31, 2024 11:59 PM

| Calls in Progress | Occurrences | % of Occurrences | Hours | % of Hours |
|---|---|---|---|---|
| 0 Calls In Progress | 1,699 | 45.32% | 6,641 | 90.72% |
| 1 Call In Progress | 1,864 | 49.72% | 645 | 8.81% |
| 2 Calls In Progress | 175 | 4.67% | 31 | 0.42% |
| 3 Calls In Progress | 10 | 0.27% | 3 | 0.04% |
| 4 Calls In Progress | 1 | 0.03% | 0 | 0.00% |
| **Totals** | **3,749** | **100.00%** | **7,320** | **100.00%** |

IMAGETREND CONTINUUM®

**Dashboard:** Fire Board Report
**Topic:** Dutton (Custom Date)
**Timeframe:** Jan 01, 2024 to Oct 31, 2024

## Incidents by Category and Month

Jan 01, 2023 12:00 AM to Nov 03, 2024 02:44 PM

| | 2024 | | | | | | | | | | | 2024 | | 2023 | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Incident Type Category | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Grand Total - Current | % of Total Incidents - Current | Grand Total - Previous | % of Total Incidents - Previous | YTD % Change |
| 1 - Fire | 5 | 7 | 4 | 1 | 3 | 3 | 7 | 4 | 8 | 8 | 1 | 51 | 6.00% | 34 | 5.00% | 50.00% |
| 2 - Overpressure Rupture, Explosion, Overheat (No Fire) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% | 1 | 0.00% | -100.00% |
| 3 - Rescue & Emergency Medical Service Incident | 63 | 43 | 45 | 55 | 52 | 63 | 58 | 56 | 59 | 43 | 4 | 541 | 64.00% | 455 | 63.00% | 18.90% |
| 4 - Hazardous Condition (No Fire) | 7 | 2 | 3 | 2 | 1 | 3 | 3 | 1 | 3 | 1 | 0 | 26 | 3.00% | 21 | 3.00% | 23.81% |
| 5 - Service Call | 5 | 3 | 1 | 2 | 5 | 1 | 4 | 3 | 1 | 4 | 0 | 29 | 3.00% | 30 | 4.00% | -3.33% |
| 6 - Good Intent Call | 6 | 12 | 10 | 14 | 10 | 9 | 8 | 8 | 14 | 18 | 0 | 109 | 13.00% | 90 | 13.00% | 21.11% |
| 7 - False Alarm & False Call | 13 | 5 | 6 | 4 | 7 | 4 | 6 | 11 | 10 | 15 | 0 | 81 | 10.00% | 86 | 12.00% | -5.81% |
| 8 - Severe Weather & Natural Disaster | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0.00% | 0 | 0.00% | -111111111100.00% |
| 9 - Special Incident Type | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 0.00% | 0 | 0.00% | -111111111100.00% |
| **Grand Total** | **99** | **72** | **69** | **79** | **78** | **83** | **86** | **83** | **96** | **89** | **5** | **839** | **100.00%** | **717** | **100.00%** | **17.02%** |

IMAGETREND CONTINUUM®

**Dashboard:** Fire Board Report
**Topic:** Dutton (Custom Date)
**Timeframe:** Jan 01, 2024 to Oct 31, 2024

## Incidents by District/Zone

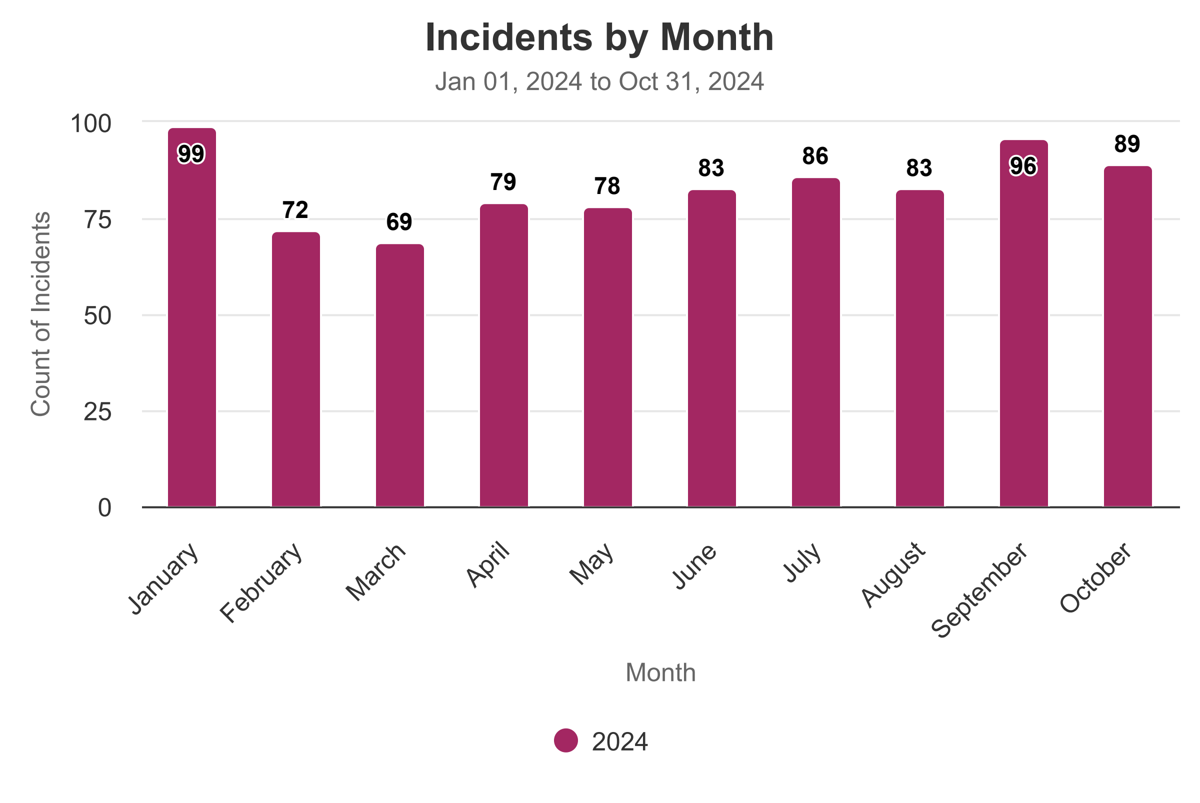
Jan 01, 2023 12:00 AM to Nov 03, 2024 04:10 PM

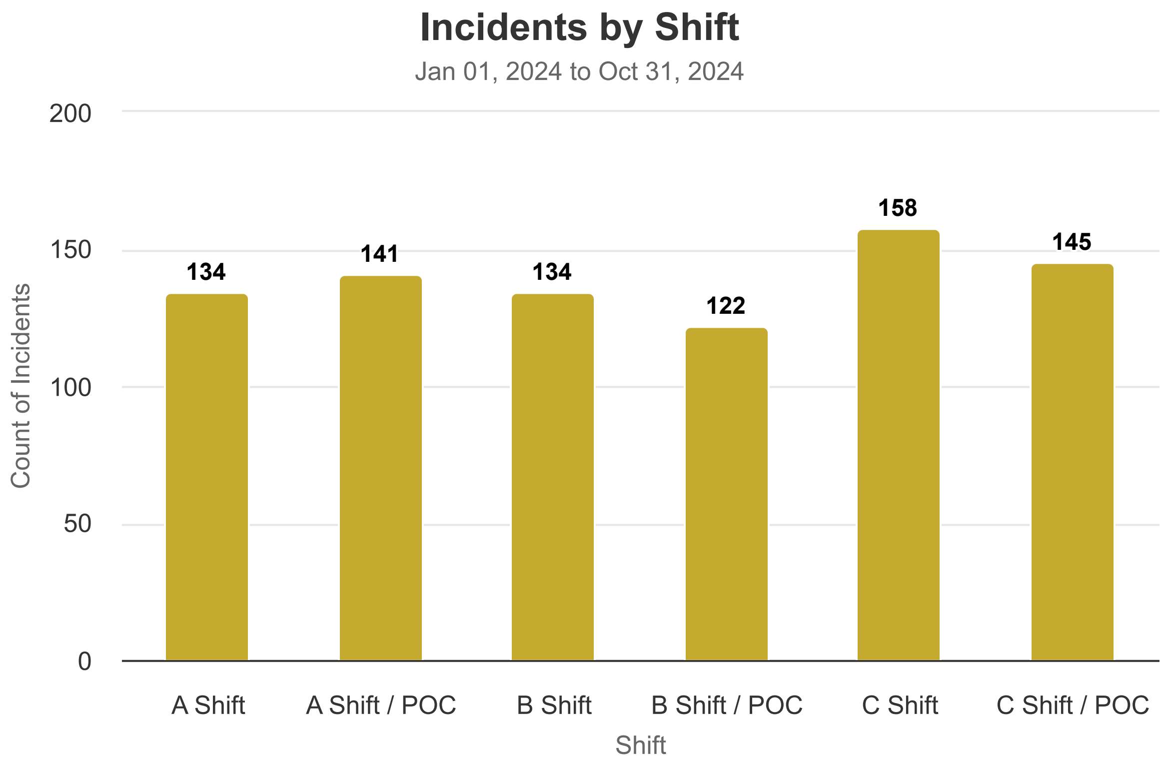
| | 2024 | | | | | | | | | | | 2024 | | 2023 | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| District/Zone | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Grand Total - Current | % of Total Incidents - Current | Grand Total - Previous | % of Total Incidents - Previous | YTD % Change |
| Byron Township Fire | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0.00% | 0 | 0.00% | -111111111100.00% |
| Byron Twp Fire - Byron Twp | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% | 4 | 1.00% | -100.00% |
| Caledonia Township | 3 | 3 | 2 | 0 | 0 | 0 | 3 | 6 | 0 | 2 | 0 | 19 | 2.00% | 14 | 2.00% | 35.71% |
| Cascade Township | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 2 | 0 | 0 | 3 | 0.00% | 1 | 0.00% | 200.00% |
| Cutlerville - Byron Township | 1 | 2 | 1 | 2 | 1 | 1 | 2 | 3 | 2 | 1 | 0 | 16 | 2.00% | 18 | 3.00% | -11.11% |
| Cutlerville - Gaines Township | 13 | 7 | 5 | 12 | 2 | 11 | 10 | 8 | 10 | 7 | 1 | 86 | 10.00% | 88 | 12.00% | -2.27% |
| Kentwood | 2 | 2 | 1 | 0 | 4 | 1 | 0 | 1 | 4 | 4 | 1 | 20 | 2.00% | 20 | 3.00% | 0.00% |
| Leighton Township | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 | 0.00% | 5 | 1.00% | -80.00% |
| Zone 01S - Dutton | 2 | 1 | 1 | 1 | 0 | 1 | 1 | 0 | 1 | 4 | 0 | 12 | 1.00% | 18 | 3.00% | -33.33% |
| Zone 02S - Dutton | 14 | 9 | 7 | 10 | 8 | 4 | 9 | 8 | 9 | 4 | 0 | 82 | 10.00% | 78 | 11.00% | 5.13% |
| Zone 03S - Dutton | 6 | 5 | 1 | 12 | 7 | 9 | 11 | 5 | 9 | 11 | 0 | 76 | 9.00% | 72 | 10.00% | 5.56% |
| Zone 04S - Dutton | 21 | 14 | 11 | 14 | 22 | 24 | 15 | 17 | 19 | 18 | 2 | 177 | 21.00% | 131 | 18.00% | 35.11% |
| Zone 05S - Dutton | 8 | 3 | 11 | 6 | 8 | 10 | 7 | 8 | 12 | 9 | 1 | 83 | 10.00% | 19 | 3.00% | 336.84% |
| Zone 06S - Dutton | 4 | 2 | 4 | 4 | 3 | 3 | 2 | 2 | 4 | 3 | 0 | 31 | 4.00% | 31 | 4.00% | 0.00% |
| Zone 07S - Dutton | 4 | 4 | 9 | 3 | 5 | 4 | 4 | 2 | 6 | 5 | 0 | 46 | 5.00% | 43 | 6.00% | 6.98% |
| Zone 08S - Dutton | 5 | 3 | 0 | 3 | 3 | 2 | 2 | 0 | 1 | 2 | 0 | 21 | 3.00% | 18 | 3.00% | 16.67% |
| Zone 09S - Dutton | 4 | 4 | 6 | 0 | 3 | 5 | 8 | 3 | 4 | 9 | 1 | 47 | 6.00% | 65 | 9.00% | -27.69% |
| Zone 10S - Dutton | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0.00% | 0 | 0.00% | -111111111100.00% |
| Zone 11R - Dutton | 1 | 0 | 1 | 0 | 0 | 2 | 1 | 1 | 1 | 1 | 0 | 8 | 1.00% | 2 | 0.00% | 300.00% |
| Zone 12R - Dutton | 1 | 3 | 1 | 0 | 0 | 1 | 1 | 0 | 1 | 1 | 0 | 9 | 1.00% | 8 | 1.00% | 12.50% |
| Zone 13R - Dutton | 0 | 2 | 0 | 1 | 1 | 0 | 0 | 1 | 0 | 1 | 0 | 6 | 1.00% | 8 | 1.00% | -25.00% |
| Zone 14R - Dutton | 2 | 1 | 0 | 1 | 1 | 2 | 2 | 3 | 0 | 1 | 0 | 13 | 2.00% | 8 | 1.00% | 62.50% |

## Monthly Call Volume Year over Year

Jan 01, 2023 12:00 AM to Nov 03, 2024 02:45 PM

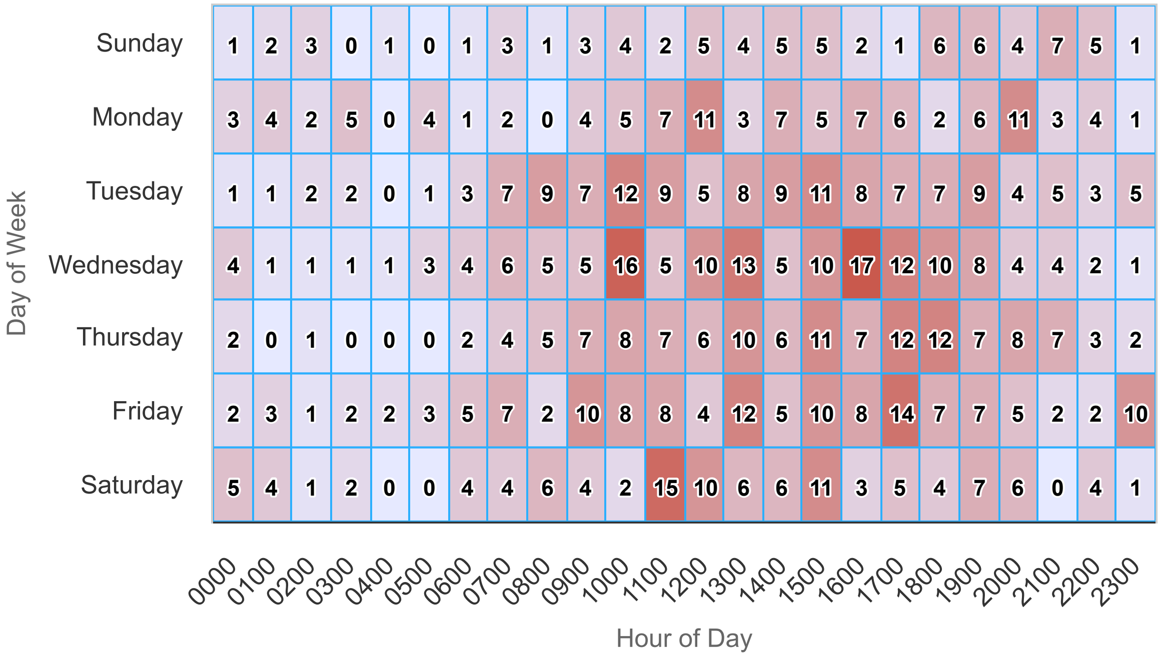
| Month Name | 2024 | | 2023 | | |
|---|---|---|---|---|---|
| | Grand Total - Current | % of Total Incidents - Current | Grand Total - Previous | % of Total Incidents - Previous | YTD % Change |
| January | 99 | 12.00% | 66 | 9.00% | 50.00% |
| February | 72 | 9.00% | 68 | 9.00% | 5.88% |
| March | 69 | 8.00% | 71 | 10.00% | -2.82% |
| April | 79 | 9.00% | 48 | 7.00% | 64.58% |
| May | 78 | 9.00% | 67 | 9.00% | 16.42% |
| June | 83 | 10.00% | 77 | 11.00% | 7.79% |
| July | 86 | 10.00% | 69 | 10.00% | 24.64% |
| August | 83 | 10.00% | 64 | 9.00% | 29.69% |
| September | 96 | 11.00% | 99 | 14.00% | -3.03% |
| October | 89 | 11.00% | 81 | 11.00% | 9.88% |
| November | 5 | 1.00% | 7 | 1.00% | -28.57% |
| **Grand Total** | 839 | 100.00% | 717 | 100.00% | 17.02% |


Incidents by Month
Jan 01, 2024 to Oct 31, 2024
Count of Incidents
100
75
50
25
0
99
72
69
79
78
83
86
83
96
89
January
February
March
April
May
June
July
August
September
October
Month
2024


Incidents by Shift
Jan 01, 2024 to Oct 31, 2024
200
150
100
50
0
Count of Incidents
134
141
134
122
158
145
A Shift
A Shift / POC
B Shift
B Shift / POC
C Shift
C Shift / POC
Shift

# Incidents by Day and Hour

Jan 01, 2024 to Oct 31, 2024



## Aid Given and Received Summary

Jan 01, 2024 to Oct 31, 2024

| Fire Department | Automatic Aid Given | % of Total Automatic Aid Given | Automatic Aid Received | % of Total Automatic Aid Received | Mutual Aid Given | % of Total Mutual Aid Given | Mutual Aid Received | % of Total Mutual Aid Received |
|---|---|---|---|---|---|---|---|---|
| Byron Township Fire Department | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 1 | 2.63% |
| Caledonia Township Fire Department | 7 | 24.14% | 5 | 19.23% | 8 | 11.11% | 8 | 21.05% |
| Cascade Township Fire Department | 0 | 0.00% | 0 | 0.00% | 3 | 4.17% | 0 | 0.00% |
| City of Kentwood Fire Department | 8 | 27.59% | 9 | 34.62% | 4 | 5.56% | 3 | 7.89% |
| Cutlerville Fire Department | 13 | 44.83% | 11 | 42.31% | 57 | 79.17% | 25 | 65.79% |
| Leighton Township Fire Department | 1 | 3.45% | 1 | 3.85% | 0 | 0.00% | 1 | 2.63% |
| **Overall** | **29** | **100.00%** | **26** | **100.00%** | **72** | **100.00%** | **38** | **100.00%** |

## Calls in Progress

Jan 01, 2024 12:00 AM to Oct 31, 2024 11:59 PM

| Calls in Progress | Occurrences | % of Occurrences | Hours | % of Hours |
|---|---|---|---|---|
| 0 Calls In Progress | 785 | 47.03% | 6,963 | 95.12% |
| 1 Call In Progress | 833 | 49.91% | 346 | 4.73% |
| 2 Calls In Progress | 50 | 3.00% | 11 | 0.15% |
| 3 Calls In Progress | 1 | 0.06% | 0 | 0.00% |
| **Totals** | **1,669** | **100.00%** | **7,320** | **100.00%** |

Michelle LaJoye-Young
**SHERIFF**

Bryan Muir
**UNDERSHERIFF**

**October 2024 Gaines Township Report**

COMPLETED

-Met with apartment complexes/mobile home communities

-Received speeding complaints in school zone near Legacy Christian, several traffic stops/citations issued.

-Received speeding complaint in school zone near Dutton Elementary, traffic enforcement conducted.

-Attended the monthly CP meeting.

-Participated in the Gaines Charter Township Heritage Festival.

-Made contact with the Marketplace Dr SE Meijer in regard to Shop with a Sheriff event.

-Participated in the DEA Drug Take Back on 10/26/2024, 171 pounds of drugs were collected.

-Collected the speed trailer from 79th St SE and stored it in the garage due to cold temperatures.

-Assisted Woodfield Apartments with investigating two possible sex offender violations in the complex. No crime was found to have taken place, so the investigation was turned over to the office manager.

-Verified Township sex offenders at residences.

-Spoke with local businesses in regard to partnering for future events (Cheez Kurls, Alliance Beverage, Coca-Cola, Studio 68, Railtown Brewing, etc.)

-Received $225 in combined raffle prizes donations from Family Fare/Studio 68 for the Special Olympics.

-Assisted the township planning/zoning departments with illegal diesel shop at 9515 Hanna Lake.

-Tracked down the property owner for 6025/6027 Campus Park Dr SE and spoke with him about the eviction process. The eviction process has begun.

-Made contact with Southwood Village Mobile Home Park in regard to ongoing issued within the park. -Investigated drug/prostitution tip at 482 Faraday Dr SE with KANET and Prostitution Detective. I conducted a traffic stop following surveillance on the residence and arrested one of the suspects on a warrant. I provided the office of the park with report numbers from the residence which they then FOIA'd and began the eviction process.

-Assisted the township utilities with obtaining crash reports for damaged fire hydrants.

-Investigated a drug complaint at 116 Coleman after conferring with KANET.

-Investigated a suspicious incident at Ada Bible Church. -Meeting with Family Fare loss prevention.

-I was in the area of a missing juvenile who ran away from Pine Rest and was able to locate the juvenile off of S Division Ave and return him to his guardian.

-Made contact with a group of businesses and pushed out the link for KCSO business watch contact information. I instructed the Chamber of Commerce on why it would be beneficial for businesses to update/add their information.

-Ongoing Steven's Pointe noise complaint. Solution found.

-During the Railtown Trunk or Treat Event, a juvenile was missing for approximately 10 minutes but located outside of the event fence.

-Meeting with Kentwood Community Church

-Tour/walkthrough of the East Kentwood High School, and the East Kentwood Middle School.

-Looking into making a noise ordinance for Gaines Twp as there is an increase in associated calls for service.

-Spoke with 7249 Regal Ave SE (AFC Home) about a resident that has escaped three (3) times and committed home invasions.

-Monitoring 500/516 Coleman neighbor dispute. Warrant request submitted on one half by road patrol.

-Assisted road patrol with several calls for service in Gaines Township and conducted traffic enforcement as required in areas.

-Made contact with the township clerk and began planning for election night and escorting him to the county administration building in Grand Rapids. As well as poling place safety and requirements.

-Met with and obtained keys for the Woodfield Apartments to be placed in patrol cars to assist with responses.

-I was the closest unit to an armed robbery at a gas station upon arrival took the suspect into custody.

UPCOMING

-I plan on attending the East Kentwood Safety Coalition Meeting on 11/12.
-On 11/12/2024, I am presenting to the Steven's Pointe association on how to prevent fraud.
-On 11/08/2024, I am going to conduct a home safety presentation at the Leisure Creek Association
-Looking into ordinances within the township and working with the 63rd District Court to have them entered into Iyetek.
-Speaking to Kentwood Community Church about the potential of reading to young children in preschool/daycare.

# FROM THE OFFICE OF THE CLERK:

## 2024 Election Statistics as of 11:00 AM November 6, 2024

**Absentee ballots sent (includes ballots mailed or picked up):**

| | |
|---|---|
| February – | 3,526 |
| August – | 4,131 |
| November – | 6,047 |
| Total: | 13,704 |

**Absentee ballots received:**

| | |
|---|---|
| February – | 2,946 |
| August – | 3,157 |
| November – | 5,741 |
| Total: | 11,844 |

**Early Voting activity:**

| | |
|---|---|
| February – | 125 |
| August – | 181 |
| November – | 4,562 |
| Total: | 4,868 |

**Precinct Voting:**

| | |
|---|---|
| November – | 7,207 |

**November 2024 Total:**

| | |
|---|---|
| Absentee- | 5,741 |
| Early Voting- | 4,562 |
| Precinct- | 7,207 |
| | 17,510 |

**Staff overtime hours** (does not include clerk)

556.75

# MINUTES OF GAINES CHARTER TOWNSHIP BOARD
# FOR THE REGULAR 7:00 PM MEETING
# October 13, 2024

Present: Supervisor DeWard, Treasurer Lemke, Trustees Fryling, Haagsma, Terpstra, Vander Stel Staff: Manager Weersing, Community Planner Wells

Absent with notice: Clerk Brew

Opening prayer was given by Board Member DeWard and the Pledge of Allegiance was recited

**1.** The meeting was called to order at 7:04 p.m. by Board Member DeWard.

**2. Question of Conflict of Interest**

None

**3. Review of the Consent Agenda.**

None

**4. Meeting Agenda**

**A. Remove Columbarium purchase from the table**

<u>Motion by Board Member Lemke and seconded by Board Member Haagsma to remove the purchase of a columbarium for Blain Cemetery from the table.</u>

ROLL CALL VOTE: Board Member Vander Stel – yes; Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Haagsma - yes, Board Member Fryling - yes, Board Member DeWard - yes. Motion carried by roll call vote.

<u>Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the proposed agenda.</u>

VOICE VOTE: 6 Aye. 0 Nay. Motion carried on voice vote.

**5. Communications ~ Non-action Informational Items**

- **a) September 2024 Building Department Revenue Report**
- **b) September 2024 Dutton Fire Run Report**
- **c) September 2024 Cutlerville Fire Run Report**
- **d) September 2024 Community Policing Officer's Report**
- **e) 2024 3rd Qtr. Sheriff Dept, Activity Report vs. 2023 3rd Qtr.**
- **f) Residents comments and pictures regarding SURF Internet**

**6. Scheduled Speakers**

None.

**7. Recognition of Individuals and/or Delegations for agenda and non-agenda items**.

Mathew DeLange, candidate for probate judge / family court spoke.

Two residents spoke pertaining to SURF internet running cables through neighborhood.

**8. Public Hearings**

A. **Dutton Center Planned Unit Development (PUD)**

Motion by Board Member Vander Stel and seconded by Board Member Terpstra to open the Dutton Center Planned Unit Development (PUD) public hearing.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried by voice vote.

Mike West, Allen Edwin homes spoke. Steve Tjapkes, Foster Swift, spoke on behalf of the Post entities.

Motion by Board Member Vander Stel and seconded by Board Member Lemke to close the Dutton Center Planned Unit Development (PUD)public hearing.

VOICE VOTE: 5 Aye. 1 Nay. Motion carried by voice vote.

B. **Dutton Mill Village Major Amendment**

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to open the Dutton Mill Village Major Amendment public hearing.

VOICE VOTE: 5 Aye. 1 Nay. Motion carried by voice vote.

No one spoke

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to close the Dutton Mill Village Major Amendment public hearing.

VOICE VOTE: 6 Aye. 0 Nay. Motion carried by voice vote.

**9. Approval of the Consent Agenda**

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the Consent agenda including the September 9, 2024 and September 23, 2024 Township Board meeting minutes; General fund expenditures from 09/01/2024 through 09/30/2024 totaling $112,539.90; Public Safety Special Assessment District expenditures totaling $210,211.20;

Building inspections totaling $51,052.73; Water and sewer fund expenditures $402,726.31; and Treasurer's report.

ROLL CALL VOTE:  Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes. Motion carried by roll call vote.

**10.   New Business**

**A.  Cooks Enclave**

Motion by Board Member Haagsma and seconded by Board Member Lemke to approve the Cooks Crossing Enclave final condominium plan.

VOICE VOTE: 6 Aye. 0 Nay.  Motion carried by voice vote.

**B.  Dutton Center PUD Amendment**

Motion by Board Member Terpstra and seconded by Board Member Haagsma to adopt the resolution for the Dutton Center PUD Amendment.

ROLL CALL VOTE:  Board Member Terpstra - yes, Board Member Haagsma - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Vander Stel - yes.  Motion carried by roll call vote.

Motion by Board Member Haagsma and seconded by Board Member Terpstra to adopt the ordinance for the Dutton Center PUD Amendment.

ROLL CALL VOTE:  Board Member Haagsma - yes, Board Member Terpstra - yes, , Board Member Lemke - yes, Board Member Fryling - no, Board Member DeWard - yes, Board Member Vander Stel - yes.  Motion carried by roll call vote.

**C.   Dutton Mill Village PUD Marathon Amendment**

Motion by Board Member Vander Stel and seconded by Board Member Terpstra to adopt the resolution for the Dutton Mill Village PUD Marathon Amendment.

ROLL CALL VOTE:  Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Haagsma - no, Board Member Fryling - yes, Board Member DeWard - yes,  Board Member Lemke - yes, .  Motion carried by roll call vote.

Motion by Board Member Vander Stel and seconded by Board Member Terpstra to adopt the ordinance for the Dutton Mill Village PUD Marathon Amendment.

ROLL CALL VOTE:  Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Lemke - yes, Board Member Haagsma - no.  Motion carried by roll call vote.

**D. Hoffman Meadows Phase II Final Plat**

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the Hoffman Meadows Phase II Final Plat with conditions outlined by the Planning Department.

ROLL CALL VOTE:  Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member DeWard - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes.  Motion carried by voice vote.

**E. Thornapple Farms Phase I Final Plat**

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the Thornapple Farms Phase I Final Plat with conditions outlined by the Planning Department.

ROLL CALL VOTE:  Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes.  Motion carried by roll call vote.

**F. Thornapple Farms Phase II Final Plat**

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the Thornapple Farms Phase II Final Plat with conditions outlined by the Planning Department.

ROLL CALL VOTE:  Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes.  Motion carried by roll call vote.

**G. Change Fire Department Data Software**

Motion by Board Member Terpstra and seconded by Board Member Haagsma to approve the change of the Fire Department Data Software to First Due

ROLL CALL VOTE:  Board Member Terpstra - yes, Board Member Haagsma - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Vander Stel - yes.  Motion carried by roll call vote.

**H. Changes to Platform Truck on order**

Motion by Board Member Haagsma seconded by Board Member Fryling to add $41,177.21 to the new platform engine currently being built.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Fryling - yes, Board Member Lemke - yes, Board Member DeWard - yes, Board Member Vander Stel - yes, Board Member Terpstra - yes. Motion carried by roll call vote.

**I. Proposed extension and changes to firefighter's Union Agreement**

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to approve the proposed extension and changes to the firefighter's Union Agreement including wage increases.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Terpstra - yes, Board Member Lemke - yes. Motion carried by roll call vote.

**J. Blendon Township joining Grand Valley Metro Council (GVMC)**

Motion by Board Member Haagsma and seconded by Board Member Terpstra to approve the addition of Blendon Township to the Grand Valley Metro Council.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Vander Stel - yes, Board Member Lemke - yes. Motion carried by roll call vote.

**K. Streetlight special assessment rate – lower**

Motion by Board Member Lemke and seconded by Board Member Fryling to lower the streetlight special assessment rate due to savings using LED bulbs.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Haagsma - yes. Motion carried by roll call vote.

**L. Railtown request for additional liquor license – set public hearing**

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to set a Public Hearing for November 11, 2024 pertaining to the Railtown request for an additional liquor license.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes. Motion carried by roll call vote.

**M. Renewal of Comcast Franchise Agreement**

Motion by Board Member Lemke and seconded by Board Member Fryling to approve the renewal of the existing Comcast Franchise Agreement at 5% for the franchise fee and 1% for the PEG fee.

ROLL CALL VOTE: Board Member Lemke - yes, Board Member Fryling - yes, Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Haagsma - yes, Board Member DeWard - yes. Motion carried by roll call vote.

**N. 1st Read and set public hearing Cemetery Ordinance**

Motion by Board Member Haagsma and seconded by Board Member Vander Stel to set the Public Hearing for November 11, 2024 for the revised Cemetery Ordinance.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Vander Stel - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes. Motion carried by roll call vote.

**O. 1st Read and set public hearing for proposed 2025 budget**

Motion by Board Member Haagsma and seconded by Board Member Terpstra to set the Public Hearing for November 11, 2024 for the proposed 2025 budget.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Lemke - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Vander Stel - yes. Motion carried by roll call vote.

**P. ARPA Final Allocation**

Motion by Board Member Haagsma and seconded by Board Member Terpstra to allocate $200,000.00 to Public Safety fund and $100,007.24 to the General Fund for road improvements from ARPA dollars.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Vander Stel - yes, Board Member Lemke - yes. Motion carried by roll call vote.

**Q. Columbarium**

Motion by Board Member Haagsma and seconded by Board Member Terpstra to purchase a rectangular columbarium for Blain Cemetery.

ROLL CALL VOTE: Board Member Haagsma - yes, Board Member Terpstra - yes, Board Member Fryling - yes, Board Member DeWard - yes, Board Member Vander Stel - yes, Board Member Lemke - yes. Motion carried by roll call vote.

**11. Public Comments**

No one spoke.

**12. Manager's comments**

None

**13. Supervisor's comments.**

None

**14. Trustees comments**

Question on fire department wash machine.

Question on Township Office HVAC unit creating a very high electric bill. Independent contractor will coming in to make recommendations.

Comments on the Sherrif statistics in the consent agenda.

Discussion of complaints against SURF Internet. Improvements are being noticed.

**15. Adjournment**

Supervisor DeWard adjourned the meeting at 08:40 p.m.

__________________________ __________________________

Michael Alex Brew, Clerk Robert DeWard, Supervisor

11/01/2024 CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP

GENERAL FUND

| Check Date | Bank | Check # | Payee | Description | Amount |
|---|---|---|---|---|---|
| 10/03/2024 | GEN 2 | 34016# | AMAZON CAPITAL SERVICES | COMPUTER BAG | 39.00 |
| 10/03/2024 | GEN 2 | 34016 | AMAZON CAPITAL SERVICES | GENERAL SUPPLIES,PAPER CLIPS,BINDER CLIPS,POS | 137.30 |
| 10/03/2024 | GEN 2 | 34016 | AMAZON CAPITAL SERVICES | TONER INK CARTRIDGE | 115.49 |
| | | | | CHECK GEN 2 34016 TOTAL FOR FUND 101: | 291.79 |
| 10/03/2024 | GEN 2 | 34018 | CARLETON EQUIPMENT | REPAIRED FUEL PUMP | 164.07 |
| 10/03/2024 | GEN 2 | 34019 | CHRIS HOLWERDA | CELL PHONE AND MILEAGE | 245.22 |
| 10/03/2024 | GEN 2 | 34019 | CHRIS HOLWERDA | CELL PHONE AND MILEAGE | 25.00 |
| | | | | CHECK GEN 2 34019 TOTAL FOR FUND 101: | 270.22 |
| 10/03/2024 | GEN 2 | 34020 | CINTAS | BLACK MATS | 84.11 |
| 10/03/2024 | GEN 2 | 34021# | CONSUMERS ENERGY | 6883 DIV. AVE S STLIGHT | 94.73 |
| 10/03/2024 | GEN 2 | 34021 | CONSUMERS ENERGY | 6455 DIV. AVE S STLIGHT | 93.43 |
| 10/03/2024 | GEN 2 | 34021 | CONSUMERS ENERGY | 6610 DIV. AVE S | 88.19 |
| 10/03/2024 | GEN 2 | 34021 | CONSUMERS ENERGY | 1270 68TH ST.SE, BLAIN CEMETERY | 38.33 |
| 10/03/2024 | GEN 2 | 34021 | CONSUMERS ENERGY | BALIAN CEMETEREY,1270 68TH ST.SE | 32.62 |
| | | | | CHECK GEN 2 34021 TOTAL FOR FUND 101: | 347.30 |

| | | | | | |
|---|---|---|---|---|---|
| 10/03/2024 | GEN 2 | 34022 | DAN WELLS | MEALS AND PARKING | 39.94 |
| 10/03/2024 | GEN 2 | 34022 | DAN WELLS | MEALS AND PARKING | 44.00 |
| | | | | CHECK GEN 2 34022 TOTAL FOR FUND 101: | 83.94 |
| 10/03/2024 | GEN 2 | 34023 | FNBO | MICHIGAN CLERKS CONFERENCE,SUPPLIES, POSTAC | 195.95 |
| 10/03/2024 | GEN 2 | 34023 | FNBO | MICHIGAN CLERKS CONFERENCE,SUPPLIES, POSTAC | 1,084.37 |
| 10/03/2024 | GEN 2 | 34023 | FNBO | MICHIGAN CLERKS CONFERENCE,SUPPLIES, POSTAC | 10.91 |
| | | | | CHECK GEN 2 34023 TOTAL FOR FUND 101: | 1,291.23 |
| 10/03/2024 | GEN 2 | 34024 | FNBO | LAWN MOWER REPAIR | 110.39 |
| 10/03/2024 | GEN 2 | 34025 | FNBO | GUEST ROOM,STC MI ADVANCED PRGRM | 1,037.64 |
| 10/03/2024 | GEN 2 | 34025 | FNBO | GUEST ROOM,STC MI ADVANCED PRGRM | 1,010.00 |
| | | | | CHECK GEN 2 34025 TOTAL FOR FUND 101: | 2,047.64 |
| 10/03/2024 | GEN 2 | 34026# | FNBO | PLANNING AND ZONING MEALS,VEHICLE FEES | 50.37 |
| 10/03/2024 | GEN 2 | 34026 | FNBO | PLANNING AND ZONING MEALS,VEHICLE FEES | 188.66 |
| | | | | CHECK GEN 2 34026 TOTAL FOR FUND 101: | 239.03 |
| 10/03/2024 | GEN 2 | 34027# | FNBO | PRINTER/COPY PAPER, VIRTUAL SEMINAR | 159.00 |
| 10/03/2024 | GEN 2 | 34027 | FNBO | PRINTER/COPY PAPER, VIRTUAL SEMINAR | 159.00 |
| 10/03/2024 | GEN 2 | 34027 | FNBO | PRINTER/COPY PAPER, VIRTUAL SEMINAR | 193.40 |
| | | | | CHECK GEN 2 34027 TOTAL FOR FUND 101: | 511.40 |
| 10/03/2024 | GEN 2 | 34028 | FNBO | REPAIR SUPPLIES FOR TWP FOR URINAL AND VACUU | 33.74 |

| | | | | | |
|---|---|---|---|---|---|
| 10/03/2024 | GEN 2 | 34029# | FNBO | SIGN,POPCORN FOR MOVIES IN THE PARK,,LUNCH | 48.27 |
| 10/03/2024 | GEN 2 | 34029 | FNBO | SIGN,POPCORN FOR MOVIES IN THE PARK,,LUNCH | 263.65 |
| 10/03/2024 | GEN 2 | 34029 | FNBO | SIGN,POPCORN FOR MOVIES IN THE PARK,,LUNCH | 197.92 |
| | | | | CHECK GEN 2 34029 TOTAL FOR FUND 101: | 509.84 |
| 10/03/2024 | GEN 2 | 34031 | KENT COMMUNICATIONS INC | PROCESSING FEE AND POSTAGE | 1,806.87 |
| 10/03/2024 | GEN 2 | 34036 | MIKE VISBARA | MILEAGE | 137.55 |
| 10/03/2024 | GEN 2 | 34037 | STAPLES | PAPER | 390.10 |
| 10/11/2024 | GEN 2 | 34039 | 123.NET | TELECOMMUNICATIONS | 251.50 |
| 10/11/2024 | GEN 2 | 34040 | AMAZON CAPITAL SERVICES | ERASE MARKERS | 9.99 |
| 10/11/2024 | GEN 2 | 34041 | ANLAAN CORPORATION | BLAIN CEMETERY EXPANSION PROJECT | 17,369.77 |
| 10/11/2024 | GEN 2 | 34042# | ARROWASTE INC | TWP, TRASH REMOVAL | 169.26 |
| 10/11/2024 | GEN 2 | 34042 | ARROWASTE INC | 1201 BLAIN CEMETERY | 66.92 |
| 10/11/2024 | GEN 2 | 34042 | ARROWASTE INC | LIBRARY, TRASH REMOVAL | 84.96 |
| | | | | CHECK GEN 2 34042 TOTAL FOR FUND 101: | 321.14 |
| 10/11/2024 | GEN 2 | 34046 | BUSINESS SYSTEM SOLUTIONS, INC | IT SUPPORT ENVIRONMENT, USERS/PC,MICROSOFT I | 4,672.81 |

| | | | | | |
|---|---|---|---|---|---|
| 10/11/2024 | GEN 2 | 34049 | CONSUMERS ENERGY | STREET LIGHTS, DUTTON | 13,601.07 |
| 10/11/2024 | GEN 2 | 34049 | CONSUMERS ENERGY | 49511 LED LIGHT RD.,DUTTON | 4,030.01 |
| | | | | CHECK GEN 2 34049 TOTAL FOR FUND 101: | 17,631.08 |
| 10/11/2024 | GEN 2 | 34050 | CUSTOM ENGRAVIING | 5 SUBLIMATED PLATES, 5 CORRUGATED SIGN W/FOC | 115.00 |
| 10/11/2024 | GEN 2 | 34051 | DOUG SMITH COUNTRY MUSIC | OCTOBER FESTIVAL, COUNTRY MUSIC | 125.00 |
| 10/11/2024 | GEN 2 | 34052 | ERIC BUYS | CLEAN WHOLE FUEL SYSTEM,NEW FUEL FILTERS,CLE | 250.00 |
| 10/11/2024 | GEN 2 | 34053 | EVERETT'S LANDSCAPE MANAGEMENT INC | AUG. 16,2024, WORK ORDER 22350 ,TWP HALL - BIKE | 33.80 |
| 10/11/2024 | GEN 2 | 34053 | EVERETT'S LANDSCAPE MANAGEMENT INC | SEPT 6 AND 16 2024, WORK ORDER 22351, LAWN MA | 416.00 |
| | | | | CHECK GEN 2 34053 TOTAL FOR FUND 101: | 449.80 |
| 10/11/2024 | GEN 2 | 34057 | GRAND VALLEY METRO COUNCIL | TRANSPORTATION DUES OCTOBER 2024- SEPTEMBEI | 6,453.00 |
| 10/11/2024 | GEN 2 | 34057 | GRAND VALLEY METRO COUNCIL | LGROW DUES OCTOBER 2024--SEPT 2025 | 500.00 |
| 10/11/2024 | GEN 2 | 34057 | GRAND VALLEY METRO COUNCIL | GVMC MEMBER DUES OCT.2024- SEPT 2025 | 7,779.00 |
| 10/11/2024 | GEN 2 | 34057 | GRAND VALLEY METRO COUNCIL | REGIS DUES , OCT 2024--SEPT 2025 | 48,247.08 |
| | | | | CHECK GEN 2 34057 TOTAL FOR FUND 101: | 62,979.08 |
| 10/11/2024 | GEN 2 | 34058 | GRANICUS | PEAK AGENDA MANAGEMENT, PEAK- SETUP & CONFI | 5,780.80 |
| 10/11/2024 | GEN 2 | 34059 | GREATAMERICA FINANCIAL SERVICES | CONTRACTED SERVICE | 1,222.48 |
| 10/11/2024 | GEN 2 | 34060 | HORIZON COMMUNITY PLANNING LLC | ZONING CODE UPDATE, PLAN REVIEWTRAVEL EXPEN | 1,481.93 |

| | | | | | |
|---|---|---|---|---|---|
| 10/11/2024 | GEN 2 | 34061# | HUIZINGA LAWN SPRINKLING INC | 2 WINTERIZE SYSTEM/ 2 CONFINED SPACE ENTRY FO | 300.00 |
| 10/11/2024 | GEN 2 | 34061 | HUIZINGA LAWN SPRINKLING INC | LIBRARY, REPAIRED LEAK ON STREET CORNER | 102.45 |
| | | | | CHECK GEN 2 34061 TOTAL FOR FUND 101: | 402.45 |
| 10/11/2024 | GEN 2 | 34062# | INTEGRATED PEST MANAGEMENT INC | TWP OFFICE INSPECTION, 1. OZ CHEM USED | 42.00 |
| 10/11/2024 | GEN 2 | 34062 | INTEGRATED PEST MANAGEMENT INC | TWP OFFICE ,INSPECTION MADE | 42.00 |
| 10/11/2024 | GEN 2 | 34062 | INTEGRATED PEST MANAGEMENT INC | LIBRARY,INSPECTION MADE AND SPOT TREATMENT | 25.00 |
| | | | | CHECK GEN 2 34062 TOTAL FOR FUND 101: | 109.00 |
| 10/11/2024 | GEN 2 | 34063 | IPM SERVICES | LIBRARY, INSPECTION FOR INSECTS AND MICE | 25.00 |
| 10/11/2024 | GEN 2 | 34064# | JACK'S LAWN & SNOWPLOWING, INC | LANDSCAPE CONTRACT ,7 OF 7 /WEEDING AS NEEDE | 2,333.58 |
| 10/11/2024 | GEN 2 | 34064 | JACK'S LAWN & SNOWPLOWING, INC | LIBRARY,CONTRACT, 7 OF 7, WEEDING | 502.55 |
| | | | | CHECK GEN 2 34064 TOTAL FOR FUND 101: | 2,836.13 |
| 10/11/2024 | GEN 2 | 34065 | JAMES ZENAS | MILEAGE | 90.45 |
| 10/11/2024 | GEN 2 | 34066 | JERRY BERG | OCTOBER FESTIVAL, FISHING MUSEUM | 600.00 |
| 10/11/2024 | GEN 2 | 34067 | K.C. ASSESSORS ASSOCIATION | MICH. SELF STORAGE FACILITIES & VALUATION ISSUE | 25.00 |
| 10/11/2024 | GEN 2 | 34068 | K.C. DRAIN COMMISSION | 2024 DRAIN DISTRICT AT LARGE APPORTIONMENT | 22,878.83 |
| 10/11/2024 | GEN 2 | 34069 | KATHY VANDERSTEL | CAUTION TAPE FOR HERITAGE FESTIVAL | 58.17 |

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|---|---|---|---|---|---|
| 10/11/2024 | GEN 2 | 34070 | KENDALL CONCRETE | REPLACE ASPHALT SIDEWALK | 4,900.00 |
| 10/11/2024 | GEN 2 | 34071# | KIM TRIPLETT | PHONE,MILEAGE, MISCELLANOUS | 16.52 |
| 10/11/2024 | GEN 2 | 34071 | KIM TRIPLETT | PHONE,MILEAGE, MISCELLANOUS | 12.50 |
| 10/11/2024 | GEN 2 | 34071 | KIM TRIPLETT | PHONE,MILEAGE, MISCELLANOUS | 16.51 |
| 10/11/2024 | GEN 2 | 34071 | KIM TRIPLETT | PHONE,MILEAGE, MISCELLANOUS | 12.50 |
| 10/11/2024 | GEN 2 | 34071 | KIM TRIPLETT | PHONE,MILEAGE, MISCELLANOUS | 16.37 |
| | | | | CHECK GEN 2 34071 TOTAL FOR FUND 101: | 74.40 |
| 10/11/2024 | GEN 2 | 34073 | LAMPHEAR SERVICE COMPANY INC | SERVER ROOM ,PER PROPOSAL 240905-7 ,COMPLETI | 9,714.00 |
| 10/11/2024 | GEN 2 | 34076 | MARY'S CRITTER BARN | MARY"S COUNTRY CRITTERS /OCTOBER FESTIVAL | 750.00 |
| 10/11/2024 | GEN 2 | 34077 | MAYNARDS WATER CONDITIONING LLC | DELIVERY CHARGE | 35.00 |
| 10/11/2024 | GEN 2 | 34078# | MEYERS CLEANING SERVICE INC | GENERAL CLEANING-TWP AND LIBRARY, AND LIBRAR | 1,243.05 |
| 10/11/2024 | GEN 2 | 34078 | MEYERS CLEANING SERVICE INC | GENERAL CLEANING-TWP AND LIBRARY, AND LIBRAR | 2,440.00 |
| | | | | CHECK GEN 2 34078 TOTAL FOR FUND 101: | 3,683.05 |
| 10/11/2024 | GEN 2 | 34079 | MICK BRUURSEMA | MUSIC FOR OCTOBER FESTIVAL | 200.00 |
| 10/11/2024 | GEN 2 | 34080 | MINER SUPPLY COMPANY | LIBRARY TWL,BATH TIS | 183.81 |
| 10/11/2024 | GEN 2 | 34085 | RICHARD MCCONNON | OCTOBER FESTIVAL/ HAY RIDE | 50.00 |

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|---|---|---|---|---|---|
| 10/11/2024 | GEN 2 | 34086# | ROD WEERSING | CROSSROADS CONF, AMAZON, KPS, GVMC, CIDERM | 65.66 |
| 10/11/2024 | GEN 2 | 34086 | ROD WEERSING | MILEAGE | 95.81 |
| 10/11/2024 | GEN 2 | 34086 | ROD WEERSING | MILEAGE | 23.45 |
| 10/11/2024 | GEN 2 | 34086 | ROD WEERSING | PHONE STIPEND, NOTARY, WATER FOR OFFICE | 75.00 |
| 10/11/2024 | GEN 2 | 34086 | ROD WEERSING | PHONE STIPEND, NOTARY, WATER FOR OFFICE | 20.00 |
| 10/11/2024 | GEN 2 | 34086 | ROD WEERSING | PHONE STIPEND, NOTARY, WATER FOR OFFICE | 14.97 |
| | | | | CHECK GEN 2 34086 TOTAL FOR FUND 101: | 294.89 |
| 10/11/2024 | GEN 2 | 34088# | T-MOBILE | TELECOMMUNICATIONS | 21.60 |
| 10/11/2024 | GEN 2 | 34088 | T-MOBILE | TELECOMMUNICATIONS | 43.20 |
| 10/11/2024 | GEN 2 | 34088 | T-MOBILE | TELECOMMUNICATIONS | 21.60 |
| 10/11/2024 | GEN 2 | 34088 | T-MOBILE | TELECOMMUNICATIONS | 38.60 |
| 10/11/2024 | GEN 2 | 34088 | T-MOBILE | TELECOMMUNICATIONS | 180.91 |
| 10/11/2024 | GEN 2 | 34088 | T-MOBILE | TELECOMMUNICATIONS | 21.60 |
| 10/11/2024 | GEN 2 | 34088 | T-MOBILE | TELECOMMUNICATIONS | 43.20 |
| | | | | CHECK GEN 2 34088 TOTAL FOR FUND 101: | 370.71 |
| 10/11/2024 | GEN 2 | 34089 | VIEW NEWSPAPER GROUP | PUBLIC HEARING POSTINGD | 1,080.00 |
| 10/11/2024 | GEN 2 | 34090# | VRIESMAN & KORHORN LLC | DUTTON CEMETERY | 639.00 |
| 10/11/2024 | GEN 2 | 34090 | VRIESMAN & KORHORN LLC | BLAIN CEMETERY EXPANSION | 124.00 |
| 10/11/2024 | GEN 2 | 34090 | VRIESMAN & KORHORN LLC | CALEDONIA MEADOWS | 162.00 |
| 10/11/2024 | GEN 2 | 34090 | VRIESMAN & KORHORN LLC | SWITCH SUBSTATION | 655.68 |
| | | | | CHECK GEN 2 34090 TOTAL FOR FUND 101: | 1,580.68 |
| 10/11/2024 | GEN 2 | 34091 | WALTERS EQUIPMENT& RENTALS | CEMETERY TRAILER | 4,319.00 |

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|---|---|---|---|---|---|
| 10/11/2024 | GEN 2 | 34092# | WEST MICHIGAN DOCUMENT SHREDDING LL | SHREDDING PER RETENSION SCHEDULE | 100.00 |
| 10/11/2024 | GEN 2 | 34092 | WEST MICHIGAN DOCUMENT SHREDDING LL | MONTHLY SHREDDING | 40.00 |
| 10/11/2024 | GEN 2 | 34092 | WEST MICHIGAN DOCUMENT SHREDDING LL | SHREDDING PER RETENSION SCHEDULE | 425.00 |
| | | | | CHECK GEN 2 34092 TOTAL FOR FUND 101: | 565.00 |
| 10/18/2024 | GEN 2 | 34094 | ACCIDENT FUND | WORKER'S COMPENSATION INSURANCE | 3,962.75 |
| 10/18/2024 | GEN 2 | 34095# | AMAZON CAPITAL SERVICES | MONITORS AND MOUNTING BRACKET FOR DEPUTY TI | 219.98 |
| 10/18/2024 | GEN 2 | 34095 | AMAZON CAPITAL SERVICES | LAMINATING POUCHES (3) | 71.64 |
| 10/18/2024 | GEN 2 | 34095 | AMAZON CAPITAL SERVICES | MONITORS AND MOUNTING BRACKET FOR DEPUTY TI | 284.99 |
| 10/18/2024 | GEN 2 | 34095 | AMAZON CAPITAL SERVICES | ORGANIZER FRIDGE BIN (4) | 72.00 |
| | | | | CHECK GEN 2 34095 TOTAL FOR FUND 101: | 648.61 |
| 10/18/2024 | GEN 2 | 34096 | BLUE CROSS HSA | VISION | 181.14 |
| 10/18/2024 | GEN 2 | 34098 | CLARK HILL | LEGAL SERVICES RENDERD AND COST THROUGH SEI | 275.00 |
| 10/18/2024 | GEN 2 | 34098 | CLARK HILL | LEGAL SERVICES THROUGH SEPT. 30 2024, JACKSON | 192.50 |
| | | | | CHECK GEN 2 34098 TOTAL FOR FUND 101: | 467.50 |
| 10/18/2024 | GEN 2 | 34099# | DJ'S LANDSCAPE MANAGEMENT | CONTRACT INSTALMENT FOR OCTOBER 2024 /FOR TV | 2,228.78 |
| 10/18/2024 | GEN 2 | 34099 | DJ'S LANDSCAPE MANAGEMENT | LIBRARY,CONTRACT MONTHLY INSTALLMENT FOR OC | 187.00 |
| | | | | CHECK GEN 2 34099 TOTAL FOR FUND 101: | 2,415.78 |
| 10/18/2024 | GEN 2 | 34100# | DELTA DENTAL | NOVEMBER 2024 HEALTH AND LIFE INSURANCE | 97.92 |
| 10/18/2024 | GEN 2 | 34100 | DELTA DENTAL | NOVEMBER 2024 HEALTH AND LIFE INSURANCE | 159.29 |
| 10/18/2024 | GEN 2 | 34100 | DELTA DENTAL | NOVEMBER 2024 HEALTH AND LIFE INSURANCE | 277.42 |
| 10/18/2024 | GEN 2 | 34100 | DELTA DENTAL | NOVEMBER 2024 HEALTH AND LIFE INSURANCE | 41.15 |
| 10/18/2024 | GEN 2 | 34100 | DELTA DENTAL | NOVEMBER 2024 HEALTH AND LIFE INSURANCE | 216.06 |
| 10/18/2024 | GEN 2 | 34100 | DELTA DENTAL | NOVEMBER 2024 HEALTH AND LIFE INSURANCE | 41.15 |
| 10/18/2024 | GEN 2 | 34100 | DELTA DENTAL | NOVEMBER 2024 HEALTH AND LIFE INSURANCE | 138.71 |
| | | | | CHECK GEN 2 34100 TOTAL FOR FUND 101: | 971.70 |

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| 10/18/2024 | GEN 2 | 34101 | DOG WASTE DEPOT | 2 DOG WASTE ROLL BAG | 87.08 |
| 10/18/2024 | GEN 2 | 34103 | GORDON WATER | 5 GAL WATER DELIVERED,COOLER RENT , FOR TWP | 47.54 |
| 10/18/2024 | GEN 2 | 34106 | KENT COMMUNICATIONS INC | 2 PRESS DESIGN, PRINTING # 9 500, PRINTING #10 5( | 269.49 |
| 10/18/2024 | GEN 2 | 34108 | MEDMUTUAL LIFE | HEALTH AND LIFE INSURANCE COVERAGE FOR 11/01 | 504.67 |
| 10/18/2024 | GEN 2 | 34109 | PLUMMERS DISPOSAL SERVICE | PT WHEELCHAIR ACCESSIBLE UNIT, DELUXE RESTRO | 537.00 |
| 10/18/2024 | GEN 2 | 34110 | PRINTING SYSTEMS | ELECTION- VOTER ID /VOTER INFO CARD (QVF) | 504.55 |
| 10/18/2024 | GEN 2 | 34111 | FIRST UNUM LIFE INSURANCE COMPANY | SHORT TERM AND LONG TERM DISABILITY | 1,549.51 |
| 10/25/2024 | GEN 2 | 34113 | AMAZON CAPITAL SERVICES | SWIVEL SNAP HOOKS AND KEY RINGS | 5.99 |
| 10/25/2024 | GEN 2 | 34115# | BLOOM SLUGGETT | LEGAL SERVICES | 792.00 |
| 10/25/2024 | GEN 2 | 34115 | BLOOM SLUGGETT | LEGAL SERVICES | 286.00 |
| 10/25/2024 | GEN 2 | 34115 | BLOOM SLUGGETT | LEGAL SERVICES | 669.50 |
| | | | | CHECK GEN 2 34115 TOTAL FOR FUND 101: | 1,747.50 |
| 10/25/2024 | GEN 2 | 34117# | BUSINESS SYSTEM SOLUTIONS, INC | COMPUTER SET UP FOR ROD | 199.00 |
| 10/25/2024 | GEN 2 | 34117 | BUSINESS SYSTEM SOLUTIONS, INC | COMPUTER SET UP FOR AMBER | 199.00 |
| | | | | CHECK GEN 2 34117 TOTAL FOR FUND 101: | 398.00 |
| 10/25/2024 | GEN 2 | 34118 | BURNHAM AND FLOWER AGENCY | RENEWAL OF PUBLIC OFFICIALS BOND , EFFECTIVE 1 | 172.00 |

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| 10/25/2024 | GEN 2 | 34121# | DTE ENERGY | TWP NATURAL GAS | 648.12 |
| 10/25/2024 | GEN 2 | 34121 | DTE ENERGY | LIBRARY, NATURAL GAS | 82.34 |
| | | | | CHECK GEN 2 34121 TOTAL FOR FUND 101: | 730.46 |
| 10/25/2024 | GEN 2 | 34125 | GREATAMERICA FINANCIAL SERVICES | CONTRACT SERVICES | 140.00 |
| 10/25/2024 | GEN 2 | 34127 | INTERURBAN TRANSIT PARTNERSHIP | CONTRACT SERVICES FOR OCT. 2024 49.20 RUAL LIN | 3,747.77 |
| 10/25/2024 | GEN 2 | 34127 | INTERURBAN TRANSIT PARTNERSHIP | CONTRACT SERVICE FOR OCT. 2024 7.75 HOURS RU/ | 767.35 |
| | | | | CHECK GEN 2 34127 TOTAL FOR FUND 101: | 4,515.12 |
| 10/25/2024 | GEN 2 | 34128 | KENT COUNTY TREASURER ASSOCIATION | ANNUAL HOLIDAY BUSINESS MEETING AND LUNCHE | 70.00 |
| 10/25/2024 | GEN 2 | 34129 | KENT COUNTY TREASURER | REIMBURSE KENT COUNTY FOR TAXES | 31.29 |
| 10/25/2024 | GEN 2 | 34134 | OCEAN INC. | SERVICE DOOR SYSTEM/ SEPT. 19 2024 | 151.00 |
| 10/25/2024 | GEN 2 | 34137 | PLUMMERS DISPOSAL SERVICE | PT WHEELCHAIR ACCESSIBLE UNIT | 199.00 |
| 10/25/2024 | GEN 2 | 34138 | PREMIER COLUMBARIA | WINDSOR 48, FREIGHT,DOORS ,INSTALATION / 1/2 D | 7,265.00 |
| 10/25/2024 | GEN 2 | 34141 | STAR 2 STAR COMMUNICATIONS | TELECOMMUNICATIONS | 889.19 |
| 10/25/2024 | GEN 2 | 34142# | CONSUMERS ENERGY | 8555 KALAMAZOO,TWP | 4,188.14 |
| 10/25/2024 | GEN 2 | 34142 | CONSUMERS ENERGY | 8397 KALAMAZOO SE STLT TRAFFIC CIRCLE, | 100.04 |
| 10/25/2024 | GEN 2 | 34142 | CONSUMERS ENERGY | 7261 DIV. AVE S STLIGHT | 96.42 |
| 10/25/2024 | GEN 2 | 34142 | CONSUMERS ENERGY | 7000 HANNA LAKE AVE SE, DUTTON CEMETERY | 28.76 |
| 10/25/2024 | GEN 2 | 34142 | CONSUMERS ENERGY | 421 68TH ST, LIBRARY | 910.32 |
| | | | | CHECK GEN 2 34142 TOTAL FOR FUND 101: | 5,323.68 |
| | | | | Total for fund 101 GENERAL FUND | 209,590.72 |

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

11/01/2024 CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP

PUBLIC SAFETY

| Check Date | Bank | Check # | Payee | Description | Dept | Amount |
|---|---|---|---|---|---|---|
| 10/03/2024 | GEN 2 | 34016# | AMAZON CAPITAL SERVICES | GLOVES | 336.001 | 60.98 |
| 10/03/2024 | GEN 2 | 34016 | AMAZON CAPITAL SERVICES | CHAIN OIL,SPEAKERS, NOTE PADS | 336.002 | 8.95 |
| 10/03/2024 | GEN 2 | 34016 | AMAZON CAPITAL SERVICES | CABLES,GLGABIT ETHERNET PLUS SWITCH/DESKTOI | 336.002 | 111.81 |
| 10/03/2024 | GEN 2 | 34016 | AMAZON CAPITAL SERVICES | CHAIN OIL,SPEAKERS, NOTE PADS | 336.002 | 24.44 |
| 10/03/2024 | GEN 2 | 34016 | AMAZON CAPITAL SERVICES | CHAIN OIL,SPEAKERS, NOTE PADS | 336.002 | 21.00 |
| | | | | CHECK GEN 2 34016 TOTAL FOR FUND 205: | | 227.18 |
| 10/03/2024 | GEN 2 | 34017 | BYRON TOWNSHIP TREASURER | CFD WATER AND SEWER | 336.001 | 290.06 |
| 10/03/2024 | GEN 2 | 34021 | CONSUMERS ENERGY | CFD, ELECTRIC | 336.001 | 1,094.45 |
| 10/03/2024 | GEN 2 | 34026 | FNBO | PLANNING AND ZONING MEALS,VEHICLE FEES | 336.001 | 85.75 |
| 10/03/2024 | GEN 2 | 34030 | HALT FIRE, INC | DFD,MAINTENANCE ON,67 ENGINE | 336.002 | 1,773.34 |
| 10/03/2024 | GEN 2 | 34032 | KENT COUNTY TREASURER | 2015 SPARTAN FIRE APPARATUS VIN | 336.001 | 20.42 |

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| 10/03/2024 | GEN 2 | 34033# | KLEYN MOBILE REPAIR LLC | CFD, ENGINE 35 TANK AND PUMP TEST | 336.001 | 493.48 |
| 10/03/2024 | GEN 2 | 34033 | KLEYN MOBILE REPAIR LLC | CFD,ENGINE 36 TANK AND PUMP TEST | 336.001 | 325.00 |
| 10/03/2024 | GEN 2 | 34033 | KLEYN MOBILE REPAIR LLC | PLATFORM 37 PUMP TEST | 336.001 | 325.00 |
| 10/03/2024 | GEN 2 | 34033 | KLEYN MOBILE REPAIR LLC | DFD,INSPECTION AND OIL CHANGE SERVICE | 336.002 | 113.68 |
| 10/03/2024 | GEN 2 | 34033 | KLEYN MOBILE REPAIR LLC | DFD,TENDER 68 MAINTENANCE | 336.002 | 1,133.92 |
| 10/03/2024 | GEN 2 | 34033 | KLEYN MOBILE REPAIR LLC | ENGINE 69 MAINTENANCE/ DFD | 336.002 | 493.48 |
| 10/03/2024 | GEN 2 | 34033 | KLEYN MOBILE REPAIR LLC | TENDER 68 MAINTENACE/DFD | 336.002 | 1,815.13 |
| 10/03/2024 | GEN 2 | 34033 | KLEYN MOBILE REPAIR LLC | DFD, ENGINE 67 MAINTENANCE | 336.002 | 325.00 |
| 10/03/2024 | GEN 2 | 34033 | KLEYN MOBILE REPAIR LLC | TENDER 68 MAINTENANCE | 336.002 | 325.00 |
| | | | | CHECK GEN 2 34033 TOTAL FOR FUND 205: | | 5,349.69 |
| 10/03/2024 | GEN 2 | 34034 | MACQUEEN EMERGENCY | TURNOUT GEAR FOR DFD | 336.002 | 465.68 |
| 10/03/2024 | GEN 2 | 34035 | MENARDS- WYOMING | DFD, SHOVEL,HOE,5 GAL PAIL,GARDEN CULTIVATOR | 336.002 | 58.89 |
| 10/03/2024 | GEN 2 | 34038 | WEX BANK | DFD,FUEL | 336.002 | 1,825.09 |
| 10/11/2024 | GEN 2 | 34040# | AMAZON CAPITAL SERVICES | CFD,COFFEE,DOOR STOP,SMARTSIGN,DETERGENT,I | 336.001 | 119.81 |
| 10/11/2024 | GEN 2 | 34040 | AMAZON CAPITAL SERVICES | CFD,COFFEE,DOOR STOP,SMARTSIGN,DETERGENT,I | 336.001 | 28.26 |
| 10/11/2024 | GEN 2 | 34040 | AMAZON CAPITAL SERVICES | CFD,COFFEE,DOOR STOP,SMARTSIGN,DETERGENT,I | 336.001 | 12.67 |
| 10/11/2024 | GEN 2 | 34040 | AMAZON CAPITAL SERVICES | CFD,COFFEE,DOOR STOP,SMARTSIGN,DETERGENT,I | 336.001 | 75.14 |
| 10/11/2024 | GEN 2 | 34040 | AMAZON CAPITAL SERVICES | DFD, CANOPY POP UP TENT, CANOPY WEIGHTS(4) | 336.002 | 230.97 |
| 10/11/2024 | GEN 2 | 34040 | AMAZON CAPITAL SERVICES | MICROSOFT SURFACE PRO LTE FOR DFD | 336.002 | 1,149.00 |
| | | | | CHECK GEN 2 34040 TOTAL FOR FUND 205: | | 1,615.85 |
| 10/11/2024 | GEN 2 | 34042# | ARROWASTE INC | CFD,TRASH REMOVAL | 336.001 | 128.79 |
| 10/11/2024 | GEN 2 | 34042 | ARROWASTE INC | DFD TRASH REMOVAL | 336.002 | 56.64 |
| | | | | CHECK GEN 2 34042 TOTAL FOR FUND 205: | | 185.43 |
| 10/11/2024 | GEN 2 | 34043 | B&K GRAPHICS | CFD VEHICLE MAINTENANCE | 336.001 | 390.00 |

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| 10/11/2024 | GEN 2 | 34044 | BOUND TREE MEDICAL LLC | MEDICAL EQUIPMENT | 336.002 | 362.58 |
| 10/11/2024 | GEN 2 | 34045 | BRASS ALARMS, LLC | KC TRAINING COMMITTEE, PEOPLE BEFORE WATER F | 336.002 | 350.00 |
| 10/11/2024 | GEN 2 | 34046# | BUSINESS SYSTEM SOLUTIONS, INC | IT SUPPORT ENVIRONMENT, USERS/PC,MICROSOFT | 336.001 | 1,109.45 |
| 10/11/2024 | GEN 2 | 34046 | BUSINESS SYSTEM SOLUTIONS, INC | IT SUPPORT ENVIRONMENT, USERS/PC,MICROSOFT | 336.002 | 470.60 |
| | | | | CHECK GEN 2 34046 TOTAL FOR FUND 205: | | 1,580.05 |
| 10/11/2024 | GEN 2 | 34047 | C-COMM OF KALAMZOO INC | UNICATION G5, SENT IN FOR DAMAGED CHANNEL SI | 336.002 | 35.00 |
| 10/11/2024 | GEN 2 | 34048 | COMCAST | TELECOMMUNICATIONS FOR DFD | 336.002 | 254.96 |
| 10/11/2024 | GEN 2 | 34054 | FNBO | DFD, MI FIRE INSPECTORS | 336.002 | 538.62 |
| 10/11/2024 | GEN 2 | 34055 | GOOTJES ASSOCIATES INC | DFD,WINTERIZED SPRINKLING SYSTEM | 336.002 | 115.00 |
| 10/11/2024 | GEN 2 | 34056 | GORDON WATER | DFD, QTY 12 , 5 GAL, COOLER RENT | 336.002 | 96.98 |
| 10/11/2024 | GEN 2 | 34062 | INTEGRATED PEST MANAGEMENT INC | DFD, INSPECTION MADE | 336.002 | 25.00 |
| 10/11/2024 | GEN 2 | 34063# | IPM SERVICES | CFD INSPECTION FOR INSECTS/MICE | 336.001 | 25.00 |
| 10/11/2024 | GEN 2 | 34063 | IPM SERVICES | CFD,INSECT AND MICE INSPECTION | 336.001 | 25.00 |
| 10/11/2024 | GEN 2 | 34063 | IPM SERVICES | DFD,INSECT AND MICE INSPECTION | 336.002 | 25.00 |
| | | | | CHECK GEN 2 34063 TOTAL FOR FUND 205: | | 75.00 |

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| 10/11/2024 | GEN 2 | 34072 | KLEYN MOBILE REPAIR LLC | CFD,ENGINE 35 HAVAC REPAIR | 336.001 | 1,226.75 |
| 10/11/2024 | GEN 2 | 34074 | LAWN RX | CFD,WEED CONTROL | 336.001 | 67.00 |
| 10/11/2024 | GEN 2 | 34075 | MACQUEEN EMERGENCY | CFD,SCBA COMPRESSOR ANNUAL SERVICE | 336.001 | 1,035.00 |
| 10/11/2024 | GEN 2 | 34081 | NYE UNIFORM COMPANY | DFD UNIFORMS | 336.002 | 1,194.00 |
| 10/11/2024 | GEN 2 | 34082 | PAT QUICK | MICHIGAN FIRE INSPECTORS CONFERENCE, GROUI | 336.002 | 30.30 |
| 10/11/2024 | GEN 2 | 34082 | PAT QUICK | MICHIGAN FIRE INSPECTORS CONFERENCE, GROUI | 336.002 | 516.99 |
| 10/11/2024 | GEN 2 | 34082 | PAT QUICK | MICHIGAN FIRE INSPECTORS CONFERENCE, GROUI | 336.002 | 12.95 |
| | | | | CHECK GEN 2 34082 TOTAL FOR FUND 205: | | 560.24 |
| 10/11/2024 | GEN 2 | 34083# | PHOENIX SAFETY OUTFITTERS | CFD AND DFD UNIFORMS | 336.001 | 565.11 |
| 10/11/2024 | GEN 2 | 34083 | PHOENIX SAFETY OUTFITTERS | CFD AND DFD ,REPAIR AND SEWING PATCHES | 336.001 | 54.00 |
| 10/11/2024 | GEN 2 | 34083 | PHOENIX SAFETY OUTFITTERS | CFD AND DFD TURN OUT GEAR | 336.001 | 7,425.60 |
| 10/11/2024 | GEN 2 | 34083 | PHOENIX SAFETY OUTFITTERS | DFD UNIFORMS | 336.002 | 581.00 |
| 10/11/2024 | GEN 2 | 34083 | PHOENIX SAFETY OUTFITTERS | CFD AND DFD UNIFORMS | 336.002 | 565.11 |
| 10/11/2024 | GEN 2 | 34083 | PHOENIX SAFETY OUTFITTERS | CFD AND DFD ,REPAIR AND SEWING PATCHES | 336.002 | 54.00 |
| 10/11/2024 | GEN 2 | 34083 | PHOENIX SAFETY OUTFITTERS | CFD AND DFD TURN OUT GEAR | 336.002 | 7,425.60 |
| | | | | CHECK GEN 2 34083 TOTAL FOR FUND 205: | | 16,670.42 |
| 10/11/2024 | GEN 2 | 34084 | PURITY CYLINDER GASES INC | MEDICAL PORTABLE , MAINTENANCE FEE FOR CFD | 336.001 | 15.50 |
| 10/11/2024 | GEN 2 | 34087 | STAPLES | CHAIR FOR DFD | 336.002 | 149.99 |
| 10/11/2024 | GEN 2 | 34087 | STAPLES | HP MONITOR / FOR DFD | 336.002 | 219.98 |
| | | | | CHECK GEN 2 34087 TOTAL FOR FUND 205: | | 369.97 |

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| 10/11/2024 | GEN 2 | 34088# | T-MOBILE | TELECOMMUNICATIONS | 336.001 | 129.60 |
| 10/11/2024 | GEN 2 | 34088 | T-MOBILE | TELECOMMUNICATIONS | 336.002 | 212.79 |
| | | | | CHECK GEN 2 34088 TOTAL FOR FUND 205: | | 342.39 |
| 10/11/2024 | GEN 2 | 34093 | WEST SHORE FIRE INC | FACEPIECE WITH HEAD HARNESS | 336.001 | 350.00 |
| 10/18/2024 | GEN 2 | 34094# | ACCIDENT FUND | WORKER'S COMPENSATION INSURANCE | 336.001 | 7,099.95 |
| 10/18/2024 | GEN 2 | 34094 | ACCIDENT FUND | WORKER'S COMPENSATION INSURANCE | 336.002 | 5,448.80 |
| | | | | CHECK GEN 2 34094 TOTAL FOR FUND 205: | | 12,548.75 |
| 10/18/2024 | GEN 2 | 34097 | BYRON TOWNSHIP TREASURER | FIRE OPERATION AND MAINTENANCE GAINES | 336.001 | 246.35 |
| 10/18/2024 | GEN 2 | 34100# | DELTA DENTAL | NOVEMBER 2024 HEALTH AND LIFE INSURANCE | 336.001 | 461.19 |
| 10/18/2024 | GEN 2 | 34100 | DELTA DENTAL | NOVEMBER 2024 HEALTH AND LIFE INSURANCE | 336.002 | 767.72 |
| | | | | CHECK GEN 2 34100 TOTAL FOR FUND 205: | | 1,228.91 |
| 10/18/2024 | GEN 2 | 34102 | FIRST ARRIVING LLC | FIRST ARRIVAL WEBSITE ANNUAL FEE 8/08/2024-8/0 | 336.001 | 1,223.64 |
| 10/18/2024 | GEN 2 | 34104 | GREATAMERICA FINANCIAL SERVICES | CFD, CONTRACT SERVICE | 336.001 | 183.64 |
| 10/18/2024 | GEN 2 | 34105 | K.C. EMERGENCY MEDICAL SERVICE | DFD, FY 2024-2025 QUARTERLY ASSESSMENT-10/1/ | 336.002 | 260.64 |
| 10/18/2024 | GEN 2 | 34107 | KLEYN MOBILE REPAIR LLC | DFD, TENDER 68 BRAKE REPAIR | 336.002 | 654.33 |
| 10/18/2024 | GEN 2 | 34112 | WONDERLAND TIRE COMPANY | DFD, EQUIPMENT MAINTENACE | 336.002 | 29.15 |

| | | | | | | |
|---|---|---|---|---|---|---|
| 10/25/2024 | GEN 2 | 34113# | AMAZON CAPITAL SERVICES | CFD,EXAM GLOVES | 336.001 | 215.98 |
| 10/25/2024 | GEN 2 | 34113 | AMAZON CAPITAL SERVICES | DFD, LAUNDRY DETERGENT,PAPER TOWELS,LAPTOP | 336.002 | 60.03 |
| 10/25/2024 | GEN 2 | 34113 | AMAZON CAPITAL SERVICES | DFD, LAUNDRY DETERGENT,PAPER TOWELS,LAPTOP | 336.002 | 49.99 |
| | | | | CHECK GEN 2 34113 TOTAL FOR FUND 205: | | 326.00 |
| 10/25/2024 | GEN 2 | 34114 | B&K GRAPHICS | CFD,BADGES FOR APPARATUS DOORS AND REMOVE | 336.001 | 293.75 |
| 10/25/2024 | GEN 2 | 34119 | CUMMINS SALES AND SERVICE | CFD,STATION GENERATOR YEARLY MAINTENANCE | 336.001 | 514.98 |
| 10/25/2024 | GEN 2 | 34120 | DINGES PARTNERS GROUP LLC | (5) FIRE BRAKE , 5 GALLON PAILS | 336.001 | 565.00 |
| 10/25/2024 | GEN 2 | 34121# | DTE ENERGY | CFD, NATURAL GAS | 336.001 | 80.66 |
| 10/25/2024 | GEN 2 | 34121 | DTE ENERGY | DFD NATURAL GAS | 336.002 | 89.97 |
| | | | | CHECK GEN 2 34121 TOTAL FOR FUND 205: | | 170.63 |
| 10/25/2024 | GEN 2 | 34122# | ENDEVER GROUP | CFD, 2024 FIRE PREVENTION ED SUPPLIES | 336.001 | 1,407.00 |
| 10/25/2024 | GEN 2 | 34122 | ENDEVER GROUP | DFD, 2024 FIRE PREVENTION ED. SUPPLIES | 336.002 | 1,407.00 |
| | | | | CHECK GEN 2 34122 TOTAL FOR FUND 205: | | 2,814.00 |
| 10/25/2024 | GEN 2 | 34123# | FIRST DUE | SOFTWARE INITIAL PAYMENT FOR DFD AND CFD | 336.001 | 3,025.00 |
| 10/25/2024 | GEN 2 | 34123 | FIRST DUE | SOFTWARE INITIAL PAYMENT FOR DFD AND CFD | 336.002 | 3,025.00 |
| | | | | CHECK GEN 2 34123 TOTAL FOR FUND 205: | | 6,050.00 |
| 10/25/2024 | GEN 2 | 34124 | GORDON WATER | COOLER RENT / DFD | 336.002 | 10.79 |
| 10/25/2024 | GEN 2 | 34126 | GRAND RAPIDS GRAPHIX | DFD, 13 OZ VINYL GROMMETS ON ALL 4 CORNERS | 336.002 | 190.00 |

| | | | | | | |
|---|---|---|---|---|---|---|
| 10/25/2024 | GEN 2 | 34130 | KENNETH VAN HALL | CANDY FOR TRUNK AND TREAT | 336.002 | 79.96 |
| 10/25/2024 | GEN 2 | 34131 | KLEYN MOBILE REPAIR LLC | CFD, EMERGENCY REPAIR OF ENGINE 36 BRAKE CH/ | 336.001 | 645.98 |
| 10/25/2024 | GEN 2 | 34131 | KLEYN MOBILE REPAIR LLC | CFD, ENGINE 36 ANNUAL MAINTENCE AND PREVENT | 336.001 | 2,328.13 |
| | | | | CHECK GEN 2 34131 TOTAL FOR FUND 205: | | 2,974.11 |
| 10/25/2024 | GEN 2 | 34132 | WEX BANK | FUEL FOR DFD | 336.002 | 1,622.12 |
| 10/25/2024 | GEN 2 | 34133 | NOORDYK BUSINESS EQUIPMENT | DFD, CONTRACT SERVICE | 336.002 | 38.30 |
| 10/25/2024 | GEN 2 | 34135 | PENN CARE, INC | DFD , 4 NASOPHARYNGEAL AIWAY, ADULT / CONTR( | 336.002 | 64.79 |
| 10/25/2024 | GEN 2 | 34136 | PHOENIX SAFETY OUTFITTERS | CFD, UNIFORMS FOR NEW POC HIRES | 336.001 | 327.16 |
| 10/25/2024 | GEN 2 | 34136 | PHOENIX SAFETY OUTFITTERS | CFD, UNIFORMS FOR NEW HIRE | 336.001 | 316.86 |
| | | | | CHECK GEN 2 34136 TOTAL FOR FUND 205: | | 644.02 |
| 10/25/2024 | GEN 2 | 34140 | PURITY CYLINDER GASES INC | DFD, 5 OXYGEN, GAS HAZ MAT FEE | 336.002 | 142.95 |
| 10/25/2024 | GEN 2 | 34141 | STAR 2 STAR COMMUNICATIONS | TELECOMMUNICATIONS/DFD | 336.002 | 470.32 |
| 10/25/2024 | GEN 2 | 34142 | CONSUMERS ENERGY | 3471 68TH ST , DFD | 336.002 | 991.68 |
| 10/25/2024 | GEN 2 | 34143# | WEST SHORE FIRE INC | AIR PACK TEST- SHOP SUPPLIES /DFD/CFD | 336.001 | 1,545.00 |
| 10/25/2024 | GEN 2 | 34143 | WEST SHORE FIRE INC | AIR PACK TEST- SHOP SUPPLIES /DFD/CFD | 336.002 | 1,270.00 |
| | | | | CHECK GEN 2 34143 TOTAL FOR FUND 205: | | 2,815.00 |
| | | | | Total for fund 205 PUBLIC SAFETY SAD | | 75,800.10 |

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

11/01/2024 CHECK DISBURSEMENT REPORT FOR GAINES CHARTER TOWNSHIP

CHECK DATE FROM 10/01/2024 - 10/31/2024

| Check Date | Bank | Check # | Payee | Description | Account | Dept | Amount |
|---|---|---|---|---|---|---|---|
| 10/11/2024 | GEN 2 | 34040 | AMAZON CAPITAL SERVICES | TONER CARTRIDGE /PRINTER , BLACK 4PACK | 727.000 | 371.000 | 55.95 |
| 10/11/2024 | GEN 2 | 34088 | T-MOBILE | TELECOMMUNICATIONS | 853.000 | 371.000 | 43.20 |
| 10/18/2024 | GEN 2 | 34100 | DELTA DENTAL | NOVEMBER 2024 HEALTH AND LIFE INSURANCE | 717.000 | 371.000 | 82.30 |
| 10/25/2024 | GEN 2 | 34116 | BS&A SOFTWARE | ONLINE SERVICE FEE,PERMIT APPLICATION SUBMISS | 809.000 | 371.000 | 484.00 |
| 10/25/2024 | GEN 2 | 34139 | PROFESSIONAL CODE INSPECTIONS INC | INSPECTIONS/ PERMITS FOR MECHANICAL AND PLU | 808.000 | 371.000 | 22,447.92 |
| | | | | Total for fund 549 BUILDING INSPECTIONS DEPT | | | 23,113.37 |

CHECK REGISTER FOR GAINES CHARTER TOWNSHIP
CHECK DATE FROM 10/01/2024 - 10/31/2024



| Check Date | Check | Vendor Name | Description | Amount |
|---|---|---|---|---|
| Bank WSCK2 WATER/SEWER CHECKING | | | | |
| 10/17/2024 | 5826 | DEVRIES, JIM | REFUND DUPE PYMT MGCT-001380-0000-02 | 441.67 |
| 10/17/2024 | 5827 | ROOD, DAVID | UB refund for account: 66TH-000612-0000- | 51.28 |
| 10/17/2024 | 5828 | CREADON, J OR MIKALOWSKY, DAVID | UB refund for account: DEWA-006391-0000- | 84.88 |
| 10/17/2024 | 5829 | BRIDEAU, MARK | UB refund for account: OUTD-002119-0000- | 83.48 |
| 10/17/2024 | 5830 | BELKA, BOYD&ODGEN, JOSEPHINE | UB refund for account: WAVS-000151-0000- | 45.41 |
| 10/17/2024 | 5831 | EXTEND YOUR REACH | OCTOBER BILLING | 376.84 |
| 10/17/2024 | 5832 | VRIESMAN & KORHORN | THORNAPPLE FARMS PH3 | 597.70 |
| | | | PRAIRIE WOLF STATION | 3,108.99 |
| | | | ALLIANCE BEVERAGE PH2 | 389.96 |
| | | | PRAIRIE WOLF STATION | 226.50 |
| | | | RIVER BIRCH APTS PH 2 | 162.00 |
| | | | 76TH ST WATERMAIN | 558.00 |
| | | | WATER/SEWER ADMIN | 979.85 |
| | | | STORAGE TANK | 460.00 |
| | | | MISC SEWER SYS | 2,154.54 |
| | | | MISC WATER SYS | 610.85 |
| | | | | 9,248.39 |

WSCK2 TOTALS:

| | |
|---|---|
| Total of 7 Checks: | 10,331.95 |
| Less 0 Void Checks: | 0.00 |
| Total of 7 Disbursements: | 10,331.95 |

GAINES CHARTER TOWNSHIP
LAURIE J LEMKE, TREASURER
CASH, INVESTMENTS; CD'S , MM AND POOL ACCOUNTS
September of 2024

| Date | Bank | Amount | APR | Term | Maturity Date |
|---|---|---|---|---|---|
| | | **GENERAL FUND** | | | |
| | **Macatawa Checking** | $ 2,572,158.06 | | | |
| 284 | Opioid Settlement | $ 15,277.57 | | | |
| 419 | Sidewalk & Trails | $ 15,765.75 | | | |
| 420 | CFD - Truck Fund | $ 400,000.00 | | | |
| 423 | DFD - Equip Fund | $ 1,000.00 | | | |
| 425 | Cemetery | $ 10,000.00 | | | |
| 426 | Township Hall & Grounds | $ 44,129.00 | | | |
| 427 | Division Ave. Improvements | $ 24,000.69 | | | |
| | Total General Fund Checking | $ 3,082,331.07 | 4.07% | | |
| | **Macatawa MM Savings** | | | | |
| PA245 of 1999 | Building Department | $ 2,086,515.00 | | | |
| PA188 of 1954 | Streetlights | $ 161,826.00 | | | |
| | Interest Paid to Date | $ 33,472.00 | | | |
| | | $ 2,288,133.31 | 3.40% | | |
| | **Investments** | | | | |
| 2/4/1998 | Kent Co. Pool - General | $ 1,211,139.87 | 4.22% | | |
| 5.19.2015 | Michigan Class | $ 1,857,987.20 | 5.23% | | |
| 4.4.2023 | Consumers Credit Union | $ 322,474.16 | 4.50% | 18 Mos. | 10.4.2024 |
| 6.4.2024 | CIBC | $ 550,000.00 | 5.07% | 12 Mos. | 6.4.2025 |
| | | $ 3,941,601.23 | | | |
| | **GENERAL FUND TOTAL** | **$ 9,312,065.61** | | | |
| 4.15.2022 | **Kent Co. Pool - ARPA Funds** | $ 2,256,366.55 | 4.08% | | |
| | DIVISION AVE CORRIDOR | $ 21,324.03 | | | |
| | TRUST & AGENCY | $ 79,048.68 | | | |
| | TAX FUND | $ 6,514,885.25 | | | |
| | PETTY CASH | $ 256.25 | | | |

WATER & SEWER

| Date issued | Bank | Amount | APY | Term | Maturity Date |
|---|---|---|---|---|---|
| 8.1.2021 | Macatawa Bank | $ 1,663,227.92 | 4.07% | | |
| 2/17/1998 | Kent Co. Pool | $ 9,826,760.71 | 4.08% | | |
| 8.1.2017 | Michigan Class | $ 1,727,787.39 | 5.23% | | |
| 6.1.2015 | Consumers Credit Union | $ 27.74 | | | |
| 12.1.2022 | Huntington Investments | $- | | | |
| 10.20.2022 | Mercantile Bank of MI | $ 1,056,422.64 | 5.25% | 365 Days | 10.23.2024 |
| 11.7.2024 | Flagstar Bank | $ 1,029,019.47 | 5.08% | 12 Months | 11.7.2024 |
| 6.19.2023 | First National Bank of A | $ 541,088.37 | 4.33% | 18 Months | 12.17.2024 |
| 7.20.2024 | West MI Community Bank | $ 789,381.68 | 5.05% | 210 Days | 2.15.2025 |
| 10.5.2023 | Flagstar Bank | $ 1,059,556.17 | 5.08% | 17 Months | 3.3.2025 |
| 2.16.2024 | Macatawa Bank | $ 779,535.61 | 4.31% | 13 Months | 3.17.2025 |
| 3.21.2024 | Michigan First CU | $ 751,259.04 | 5.15% | 12 Months | 3.21.2025 |
| 4.10.2024 | Choice One Bank | $ 762,340.86 | 5.12% | 12 Months | 4.10.2025 |
| 5.13.2024 | Horizon Bank | $ 615,258.72 | 4.89% | 12 Months | 5.13.2025 |
| 5.22.2024 | Union Bank | $ 810,384.66 | 5.25% | 12 Months | 5.22.2025 |
| 6.1.2024 | Choice One Bank | $ 1,054,271.07 | 5.12% | 12 Months | 6.1.2025 |
| 6.4.2024 | West MI Community Bank | $ 531,621.58 | 5.20% | 365 Days | 6.6.2025 |
| 8.10.2023 | CIBC USA Bank | $ 1,068,532.06 | 4.92% | 364 Days | 8.8.2025 |
| 1.17.2024 | Horizon Bank | $ 1,135,949.23 | 4.46% | 120 Days | 1.17.2025 |
| 8.1.2024 | Consumers Credit Union | $ 903,544.67 | 4.75% | 24 Months | 8.1.2026 |
| | Restricted W&S Fees | **$ 26,105,969.59** | | | |

# MEMO

**Staff Communication-Action Required**

**DATE:** November 5, 2024
**TO:** Gaines Charter Township
**FROM:** Rod Weersing, Township Manager
**RE:** National Flood Insurance Program (NFIP)

**SUMMARY OF TOPIC:**

The Township has received a few phone calls from realtors and insurance agents asking about the Township joining the National Flood Insurance Program. Any property that has a federally backed mortgage with a structure located in floodplain is required to carry flood insurance. With the ability to insure through the National Flood Insurance Program the cost of this insurance becomes slightly more reasonable.

To complete this process the Board will need to adopt an ordinance and a resolution. Adopting the ordinance creates a two-step process with a public hearing. The November meeting will be the first reading and an opportunity for the Board to set a public hearing for the December meeting.

**BUDGET ACTION REQUIRED:**

NONE – There is no cost to the Township to join the program. There was a little bit of money spent to have the Township Engineer prepare the documentation.

**STAFF RECOMMENDATION:**

Staff recommends that the Township Board approve the request to join the National Flood Insurance Program.

Vriesman & Korhorn

# Memorandum

*Date:* October 3, 2024 *Project Number:* 0085

*To:* Rod Weersing, Manager

*From:* Jeff Gritter, P.E.

*Regarding:* National Flood Insurance Program

*Message:*

Rod,

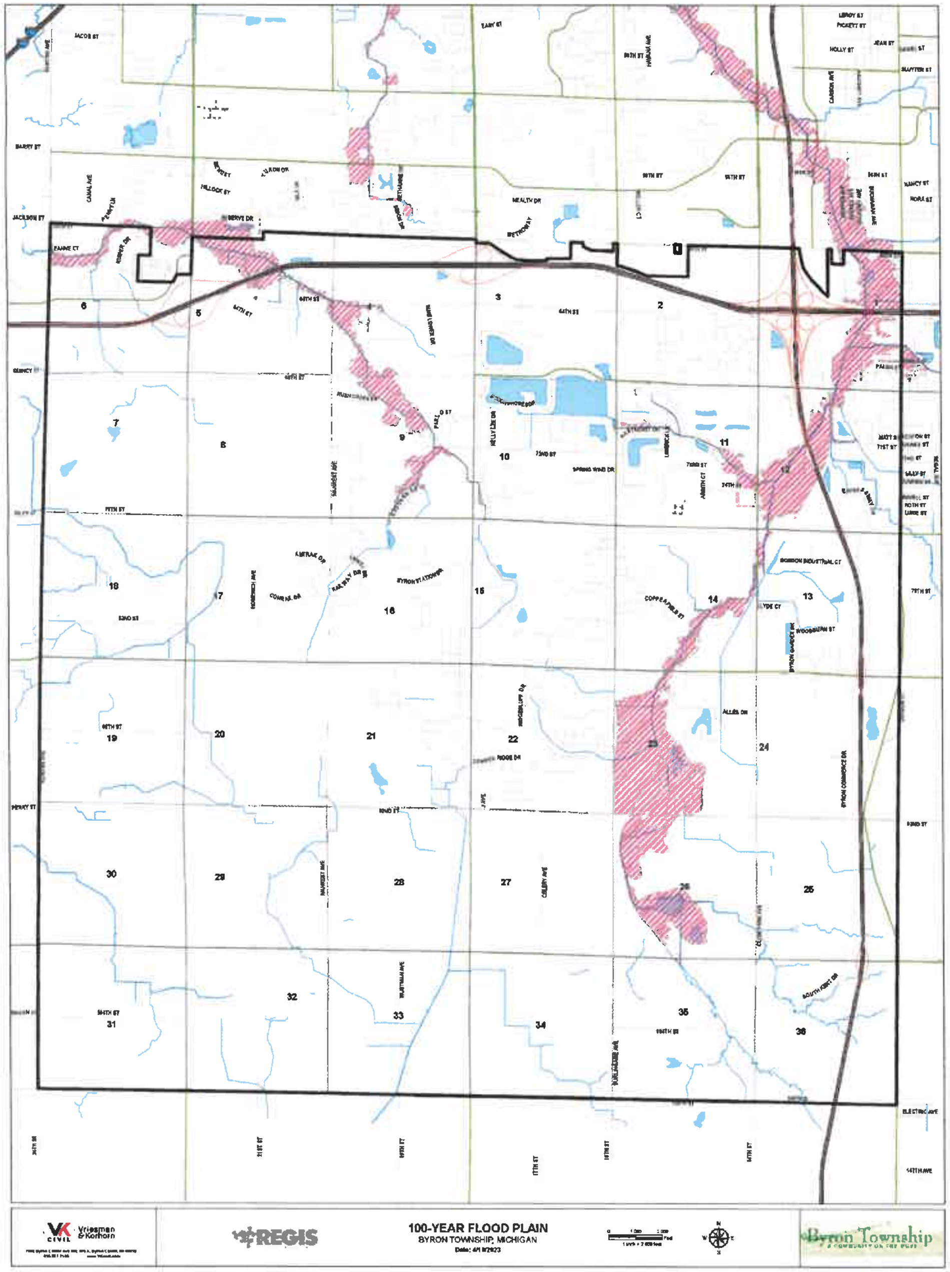
As you requested, we have prepared the Federal Emergency Management Agency (FEMA) application for Gaines Charter Township to adopt the Flood Insurance Rate Maps (FIRMs) for the Township. FEMA has mapped the floodplans within Gaines Township and once the Township begins participation in the program, flood insurance will be available to the owners of structures located in a floodplain. All property owners with federally backed mortgages on properties within the Township will be required to have flood insurance.

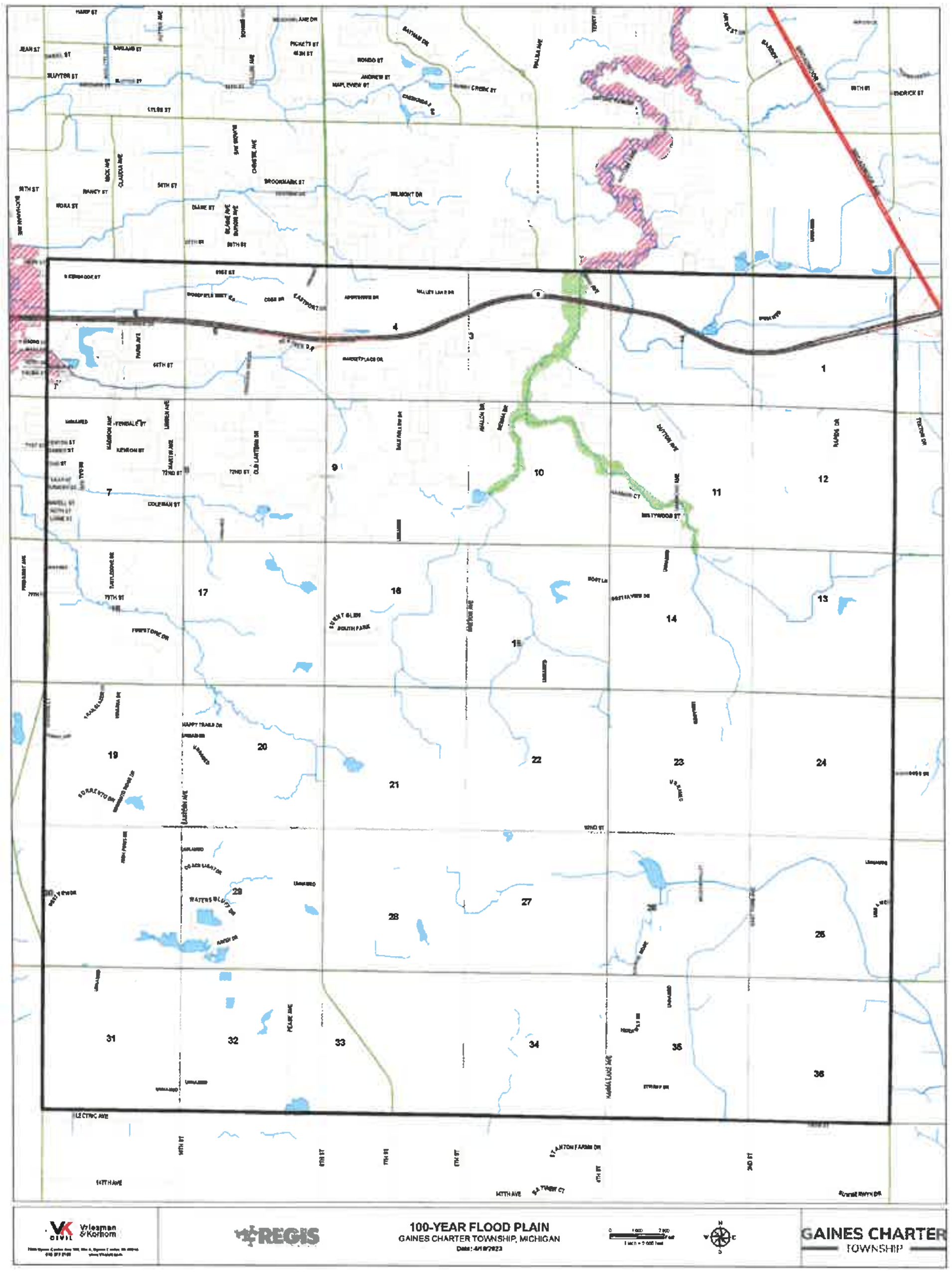
We recommend that the Township Board consider adopting the enclosed Ordinance (see attached) that includes adopting the following:

- The Township Inspections Department will enforce Appendix G of the Michigan Building Code and is the department designated in the proposed Ordinance to administer and enforce the provisions Act 230 of 1973 – State Construction Code.
- Designation of the regulated flood prone hazard areas as identified in the *Flood Insurance Study (FIS) entitled "Flood Insurance Study for Kent County, All Jursidictions"* and the associated *Flood Insurance Rate Maps (FIRMS)*.

In addition to the proposed Ordinance a Resolution is also required to participate in the FEMAs National Flood Insurance Program (see attached).

Last, we have included a map of the entire Township showing where the floodplains are located according to FEMA and also the completed application that can be submitted to FEMA if the Ordinance and Resolution are adopted by the Township Board. The Township has about 175.6 acres of flood plain with the majority of the area (163.1 acres) located in the Plaster Creek corridor. A smaller area (12.5 acres) of floodplain is associated with Buck Creek and is located east of Division Avenue and north of 68th Street.


100-YEAR FLOOD PLAIN
BYRON TOWNSHIP, MICHIGAN
Byron Township
REGIS
Vriesman & Korhorn


100-YEAR FLOOD PLAIN
GAINES CHARTER TOWNSHIP, MICHIGAN
GAINES CHARTER TOWNSHIP
REGIS
Vriesman & Korhorn

DEPARTMENT OF HOMELAND SECURITY

Federal Emergency Management Agency

**O.M.B. Control Number: 1660-0004**
**Expires: 06/30/2023**

# APPLICATION FOR PARTICIPATION IN THE NATIONAL FLOOD INSURANCE PROGRAM

**PAPERWORK BURDEN DISCLOSURE NOTICE**

Public reporting burden for this form is estimated to average 4 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing, and submitting the form. This collection of information is required to obtain or retain benefits. You are not required to submit to this collection of information unless it displays a valid OMB control number. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street SW, Washington, DC 20472, and Paperwork Reduction Project (1660-0004). **NOTE: Do not send your completed form to this address.**

| | |
|---|---|
| APPLICANT COMMUNITY NAME (City, town, etc.)<br>Gaines Charter Township | DATE |
| COUNTY, STATE<br>Kent County, Michigan | |

| | | |
|---|---|---|
| COMMUNITY OFFICIAL - CHIEF EXECUTIVE OFFICER (CEO)<br>Robert DeWard, Township Supervisor | E-MAIL ADDRESS<br>robert.deward@gainestownship.org | TELEPHONE # (Include area code)<br>616-698-6640 |
| ADDRESS (Street or box no. city, state, zip code)<br>8555 Kalamazoo Avenue, SE, Caledonia, MI, 49316 | | |
| PROGRAM COORDINATOR (Official, if different from above, with overall responsibility for implementing program)<br>John Stuyfzand, Building Official | E-MAIL ADDRESS<br>john.stuyfzand@gainestownship.org | TELEPHONE # (Include area code)<br>616-698-6640 |
| ADDRESS (Street or box #., city, state, zip code)<br>8555 Kalamazoo Avenue, SE, Caledonia, MI, 49316 | | |
| LOCATION OF COMMUNITY REPOSITORY FOR PUBLIC INSPECTION OF NFIP MAPS<br>Gaines Charter Township Clerk's Office | | |
| ADDRESS<br>8555 Kalamazoo Avenue, SE, Caledonia, MI, 49316 | | |

**ESTIMATES FOR THOSE AREAS PRONE TO FLOOD AND/OR MUDSLIDE AS OF THE DATE OF THIS APPLICATION**

| AREA IN ACRES | POPULATION | NUMBER OF 1-4 FAMILYSTRUCTURES | NUMBER OF ALL OTHER STRUCTURES |
|---|---|---|---|
| 175.6 acres | 249 | 63 | 20 |

**ESTIMATES OF TOTALS IN ENTIRE COMMUNITY**

| | POPULATION | NUMBER OF 1-4 FAMILYSTRUCTURES | NUMBER OF ALL OTHER STRUCTURES |
|---|---|---|---|
| | 28,812 | ~7,500 | ~720 |

**FOR FEMA REGIONAL USE ONLY**

| FEMA REGIONAL OFFICE | NAME OF CONTACT | TELEPHONE NUMBER |
|---|---|---|
| | | |

LEVEL OF 44 CFR 60.3 REGULATION ADOPTED (Check one)

☐ 60.3 ☐ 60.3(b) ☐ 60.3(c) ☐ 60.3(d) ☐ 60.3(e)

CHECK APPROPRIATE BOX:

☐ EMERGENCY PHASE ☐ REGULAR PHASE

IF REGULAR PROGRAM, SPECIFY FIRM INDEX DATE. IF USING ANOTHER COMMUNITY'S FIRM, GIVE COMMUNITY NAME, CID, FIRM INDEX DATE AND MAP PANEL NUMBER DEPICTING COMMUNITY

# GAINES CHARTER TOWNSHIP

# RESOLUTION TO

# MANAGE FLOODPLAIN DEVELOPMENT

# FOR THE NATIONAL FLOOD INSURANCE PROGRAM

## RESOLUTION # 2024-____

**WHEREAS**, the community of Gaines Charter Township located in Kent County desires to participate in the Federal Emergency Management Agency's (FEMA's) National Flood Insurance Program (NFIP) by complying with the program's applicable statutory and regulatory requirements for the purposes of significantly reducing flood hazards to persons, reducing property damage, and reducing public expenditures, and providing for the availability of flood insurance and federal funds or loans within its community, and

**WHEREAS**, the NFIP requires that floodplain management regulations must be present and enforced in participating communities, and utilize the following definitions which also apply for the purposes of this resolution:

1. Flood or Flooding means:
   a. A general and temporary condition of partial or complete inundation of normally dry land areas from: 1) the overflow of inland or tidal waters, 2) the unusual and rapid accumulation or runoff of surface waters from any source, 3) mudflows, and
   b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding, as defined in paragraph (a)(1) of this definition.
2. Flood Hazard Boundary Map (FHBM) means an official map of a community, as may have been issued by the FEMA, where the boundaries of the flood, mudslide (i.e., mudflow) related erosion areas having special hazards have been designated as Zone A, M, and/or E.
3. Floodplain means any land area susceptible to being inundated by water from any source (see definition of flooding).
4. Floodplain management means the operation of an overall program of corrective and preventive measures for reducing flood damage, including but not limited to emergency preparedness plans, flood control works, and floodplain management regulations.
5. Floodplain management regulations means zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance and erosion control ordinance), and other applications of police power that provide standards for the purpose of flood damage prevention and reduction.
6. Structure means a walled and roofed building that is principally above ground, gas or liquid storage facility, as well as a mobile home or manufactured unit.

**WHEREAS,** the Stille-Derossett-Hale Single State Construction Code Act", Act No. 230 of the Public Acts of 1972, as amended (construction code act), along with its authorization of the state construction code composed of the Michigan Residential Code and the Michigan Building Code and its Appendices including Appendix G and the Michigan Rehabilitation Code for Existing Buildings contains floodplain development and management regulations that comply with the FEMA NFIP minimum floodplain management criteria for flood prone areas, as detailed in Title 44 of the Code of Federal Regulations (44 CFR), Section 60.3, and

**WHEREAS**, by the action dates of this document, the community affirms the responsibility to administer, apply, and enforce the provisions of the construction code act and the state construction code, specifically the Michigan Residential Code and the Michigan Building Code, to all construction within its community boundaries, and

**NOW THEREFORE**, to maintain eligibility and continued participation in the NFIP,

1. The community directs its construction code act designated enforcing agency, the Building Official to administer, apply, and enforce the floodplain management regulations as contained in the state construction code (including Appendix G) and to be consistent with those regulations by:

   a. Obtaining, reviewing, and reasonably utilizing flood elevation data available from federal, state, or other sources pending receipt of data from the FEMA to identify the flood hazard area and areas with potential flooding.

   b. Ensuring that all permits necessary for development in floodplain areas have been issued, including a floodplain permit, approval, or letter of no authority from the Michigan Department of Environmental Quality under the floodplain regulatory provisions of Part 31, "Water Resources Protection," of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended.

   c. Reviewing all permit applications to determine whether the proposed building sites will be reasonably safe from flooding. Where it is determined that a proposed building will be located in a flood hazard area or special flood hazard area, the construction code act enforcing agent shall implement the following applicable codes according to their terms:

      i) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Residential Code.

      ii) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Building Code.

      iii) Appendix G of the current Michigan Building Code.

      iv) All appropriate portions and specifically the floodplain management regulation portions and referenced codes and standards of the current Michigan Rehabilitation Code for Existing Buildings.

   d. Reviewing all proposed subdivisions to determine whether such proposals are reasonably safe from flooding and to ensure compliance with all applicable floodplain management regulations.

   e. Assisting in the delineation of flood hazard areas; providing information concerning uses and occupancy of the floodplain or flood-related erosion areas, maintaining floodproofing and lowest floor construction records, cooperating with other officials, agencies, and persons for floodplain management.

   f. Advising FEMA of any changes in community boundaries, including appropriate maps.

g. Maintaining records of new structures and substantially improved structures concerning any certificates of floodproofing, lowest floor elevation, basements, floodproofing, and elevations to which structures have been floodproofed.

2. The community assures the Federal Insurance Administrator (Administrator) that it intends to review, on an ongoing basis, all amended and revised FHBMs and Flood Insurance Rate Maps (FIRMs) and related supporting data and revisions thereof and revisions of 44 CFR, Part 60, Criteria for Land Management and Use, and to make such revisions in its floodplain management regulations as may be necessary to continue to participate in the program.

3. The community further assures the Administrator that it will adopt the current effective FEMA Flood Insurance Study (FIS), FHBMs, and/or the FIRMs by reference within its Floodplain Management Map Adoption Ordinance or similarly binding ordinance documentation.

Community: Gaines Charter Township ______ Date Passed: __________________

Officer Name: Robert DeWard ______________ Title: Supervisor ______________

Signature: ____________________________ Date: ______________________

Witness Name: Michael Brew ______________ Title: Clerk ______________

Signature: ____________________________ Date: ______________________

## ORDINANCE ADDRESSING FLOODPLAIN MANAGEMENT PROVISIONS OF THE STATE CONSTRUCTION CODE

Gaines Charter Township, County of Kent

**Ordinance number** 2024-____

An Ordinance to designate an enforcing agency to discharge the responsibility of the Charter Township of Gaines located in Kent County, and to designate regulated flood hazard areas under the provisions of the State Construction Code Act, Act No. 230 of the Public Acts of 1972, as amended.

The Charter Township of Gaines ordains:

**Section 1**. AGENCY DESIGNATED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, the Building Official of the Charter Township of Gaines is hereby designated as the enforcing agency to discharge the responsibility of the Charter Township of Gaines under Act 230, of the Public Acts of 1972, as amended, State of Michigan. The Charter Township of Gaines assumes responsibility for the administration and enforcement of said Act throughout the corporate limits of the community adopting this ordinance.

**Section 2**. CODE APPENDIX ENFORCED. Pursuant to the provisions of the state construction code, in accordance with Section 8b(6) of Act 230, of the Public Acts of 1972, as amended, Appendix G of the Michigan Building Code shall be enforced by the enforcing agency within the jurisdiction of the community adopting this ordinance.

**Section 3**. DESIGNATION OF REGULATED FLOOD PRONE HAZARD AREAS. The Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS) Entitled "Flood Insurance Study for Kent County, All Jurisdicitions" and dated February 23, 2023 and the Flood Insurance Rate Map(s) (FIRMS) panel number(s) of 26081C0531E, 26081C0533E, 26081C0535E, 26081C0551E, 26081C0552E, 26081C0555E, and 26081C0560E dated February 23, 2023 are adopted by reference for the purposes of administration of the Michigan Construction Code, and declared to be a part of Section 1612.3 of the Michigan Building Code, and to provide the content of the "Flood Hazards" section of Table R301.2(1) of the Michigan Residential Code.

**Section 4**. REPEALS. All ordinances inconsistent with the provisions of this ordinance are hereby repealed.

**Section 5**. PUBLICATION. This ordinance shall be effective after legal publication and in accordance with the provisions of the Act governing same.

Adopted this _________ day of ________________________, 2024.

This ordinance duly adopted on ____ _________________ (*Date*) at a regular meeting of the Gaines Charter Township Board of Trustees and will become effective ____________ (*Date*).

Signed on _________ (*Date*) by _________________________________ (*Signature*),

Michael Brew, Clerk of Gaines Charter Township.

Attested on _________ (*Date*) by _________________________________ (*Signature*),

Robert DeWard Supervisor of Gaines Charter Township.

# MEMO

**Staff Communication-Action Required**

**DATE:** **November 5, 2024**
**TO:** **Gaines Charter Township**
**FROM:** **Rod Weersing, Township Manager**
**RE:** **Dutton Fire Department Day Room Furniture**

**SUMMARY OF TOPIC:**

The Day Room at the Dutton Fire Station currently has only two recliner chairs. These chairs are somewhere between 15 and 20 years old. One of the recliners is broken and the other is on its last leg. The Day Room is where the staff spend their time in the evening in between calls. With the 48/96 schedule it is good for the firefighters to have a place that they can relax a little bit.

This request is to replace the two recliners and add a double reclining sofa. The double sofa will add some extra seating space when there is additional staffing or for when firefighters hang around the station after training. The furniture in the attached quote is sold by Fire Station Furniture.com and is manufactured by Duty Built. The recliners are rated at 500 pounds. It is designed to hold up to fire station life.

**BUDGET ACTION REQUIRED:**

NONE

**STAFF RECOMMENDATION:**

Staff recommends that the Board approve the purchase as requested.

FIRE STATION FURNITURE.COM
Firefighter Owned and Operated

# Quote

Working Fire Furniture & Mattress Co. Inc.
PO Box 1310
Mebane NC  27302 US
brandon@firestationfurniture.com
855-956-3473

| DATE | EXPIRATION | QUOTE # |
|---|---|---|
| 10/9/2024 | 12/8/2024 | 12311 |

**PO #**

**BILL TO**
Darryl Oliver
Dutton Fire Department
3471 68th Street Southeast
Caledonia MI  493116

**SHIP TO**
Darryl Oliver
Dutton Fire Department
3471 68th Street Southeast
Caledonia MI  493116

| ITEM LIST | QTY | EACH | AMOUNT |
|---|---|---|---|
| **DB-TANN-S**<br>Duty-Built® Tanker 500 lb. Big & Tall Recliner - Slate/Non-Rocking | 2.00 | 899.99 | 1,799.98 |
| **DB-SBN-DRS-S**<br>Duty-Built® Station Basics Double Reclining Sofa - Slate | 1.00 | 999.99 | 999.99 |

| | |
|---|---|
| SUBTOTAL | 2,799.97 |
| SHIPPING | 588.31 |
| **TOTAL USD** | **3,388.28** |

Duty-Built recliners and sofas ship in estimated 4 weeks. This is an estimate only and may vary based on the current supply chain and production capabilities. subject to change due to delays in raw materials.

Deliveries are only made to business addresses and include customer offloading. Lift gate is not provided. Actual delivery times are determined by the carrier and can vary based on the geographic location of the delivery.

**MEMO**

**Staff Communication-Action Required**

**DATE:** **November 11, 2024**
**TO:** **Gaines Charter Township**
**FROM:** **Rod Weersing, Township Manager**
**RE:** **Dutton Fire Department Sign Upgrade**

**SUMMARY OF TOPIC:**

The digital panels on the sign at the Dutton Fire Department have not been working well for quite some time. I reached out to four companies to request quotes to upgrade the digital panels on the sign and received two quotes back.

Postema Sign quoted a Watchfire 10mm full color LED replacement at a total cost of $21,340. This option could require some additional electrical work due to the power draw of the unit. They also provided an option to lower the screen quality a little bit by switching to a 16 mm display at a savings of $1,195.

Midwest Sign Company also quoted a Watchfire 10mm full color LED replacement at a total cost of $16,770. This option may also need the electrical upgrade depending on what has been run to the sign currently. They also offered a 16mm option with savings of $1,030.

**BUDGET ACTION REQUIRED:**

None – This upgrade was budgeted for in FY 2024.

**STAFF RECOMMENDATION:**

Staff recommends that the Board approve the quote from Midwest Sign Company for the 10mm full-colored LED upgrade.

# Postema Signs

7475 S. Division Ave, Grand Rapids, MI 49548
Phone 616.455.0260 Fax 616.455.0272
www.postemasign.com

**Certified Woman Owned Small Business**

We recycle fluorescent lamps, plastics, aluminum, and steel.

**Company:** Gaines Charter Township
8555 Kalamazoo Ave., SE.
Caledonia, MI 49316
**Contact:** Rod Weersing
rod.weersing@gainestownship.org
616-698-6640 ext135
**Project:** Gaines Dutton Fire LED upgrade
3471 68th St SE
Caledonia, MI 49316

Quotation
**Quote Date:** 10/4/2024
Quotation valid for 30 days
**TERMS:**
**Deposit - 75%, Net Due 15 Days**

| Description | Amount: |
|---|---|
| Provide one, double sided, WatchFire - 10mm full color LED Display upgrade<br>Includes Temperature Sensor and OPx-4G Wireless Cellular with Life-of-Sign data plan.<br>This unit can draw up to 18 amps<br>1) circuit is pulled to the sign currently ( I assume it is a 20 amp circuit)<br>If so an additional 20 amp circuit will be needed or 1) 30 amp. | $21,090.00 |
| ***Optional 16mm Resolution***<br>*Change electronic display to be a Watchfire 16mm full color display,* *Deduct $1,195.00*<br>Lower resolution<br>No additional power will be needed | |
| Additional electrical service to the sign, provided by others. | |
| Software Setup and basic training | $250.00 |

Dan Postmus — 10/4/2024
Dan Postmus Date

**Subtotal:** $21,340.00

**Sales Tax:** ____________

**Total:** $21,340.00

Approval Date

MIDWEST SIGN COMPANY

**Quote No.** 31563B1

**Quote Name** Dutton Fire Watchfire Upgrade

1124 Electric Ave.
Wayland, MI 49348
p 616.583.1743 f 616.825.5962

# Estimate

**Customer** Gaines Township

| | |
|---|---|
| Name | Jeff Gritter |
| Address | 8555 Kalamazoo Ave. SE8555 Kalalmazoo Ave.8555 Kalamazo |
| City | Caledonia State ZIP 49316 |
| Phone | 6166986640 |

**Misc**

| | |
|---|---|
| Date | 11/6/2024 |
| PO Number | |
| Rep | Mike |

| Qty | Item Type | Description | Unit Price | TOTAL |
|---|---|---|---|---|
| 1 | none | 10MM Full Color Upgrade Option: Upgrade of existing double sided 2'x 7' viewable Watchfire electronic message center to be 10mm full color with life of sign 4G wireless data communication. Price includes new temp sensor. | $ 16,375.00 | $ 16,375.00 |
| | | | SubTotal | $ 16,375.00 |
| | | | Installation | $ 395.00 |
| | | Tax Rate(s) | 6.00% | $ - |
| | | | TOTAL | $ 16,770.00 |

**TERMS AND CONDITIONS**

**Final electrical hookup not to be made by Midwest Sign Company unless noted otherwise**

**Sealed engineer drawing costs will be added if required by city/township jurisdiction**

**Estimate does not include cost of permits.**

**Installation cost based on normal installation conditions. Cost subject to change if engineered drawing required by local ordinance.**

**I authorize Midwest Sign Company to fill out any application(s) necessary to obtain a sign permit.**

**By signing below, I agree to the terms and conditions above.**

**Signature:** ______________________ **Date:** ______________

MIDWEST SIGN COMPANY

1124 Electric Ave.
Wayland, MI 49348
p 616.583.1743 f 616.825.5962

**Quote No.** 31563B

**Quote Name** Dutton Fire Watchfire Upgrade

# Estimate

| | |
|---|---|
| **Customer** | Gaines Township |
| Name | Jeff Gritter |
| Address | 8555 Kalamazoo Ave. SE8555 Kalalmazoo Ave.8555 Kalamazo |
| City | Caledonia |
| State | |
| ZIP | 49316 |
| Phone | 6166986640 |

| | |
|---|---|
| **Misc** | |
| Date | 11/6/2024 |
| PO Number | |
| Rep | Mike |

| Qty | Item Type | Description | Unit Price | TOTAL |
|---|---|---|---|---|
| 1 | none | 16MM Full Color Upgrade Option: Upgrade of existing double sided 2'x 7' viewable Watchfire electronic message center to be 16mm full color with life of sign 4G wireless data communication. Price includes new temp sensor. | $ 15,345.00 | $ 15,345.00 |

| | | |
|---|---|---|
| | SubTotal | $ 15,345.00 |
| | Installation | $ 395.00 |
| Tax Rate(s) | 6.00% | $ - |
| | TOTAL | $ 15,740.00 |

**TERMS AND CONDITIONS**

**Final electrical hookup not to be made by Midwest Sign Company unless noted otherwise**

**Sealed engineer drawing costs will be added if required by city/township jurisdiction**

**Estimate does not include cost of permits.**

**Installation cost based on normal installation conditions. Cost subject to change if engineered drawing required by local ordinance.**

**I authorize Midwest Sign Company to fill out any application(s) necessary to obtain a sign permit.**

**By signing below, I agree to the terms and conditions above.**

**Signature:** ______________________ **Date:** ______________

# MEMO

**Staff Communication-Action Required**

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**DATE:** **November 5, 2024**
**TO:** **Gaines Charter Township**
**FROM:** **Rod Weersing, Township Manager**
**RE:** **Opioid Settlement Funds Distribution**

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**SUMMARY OF TOPIC:**

The Township has enrolled as a participant in the various Opioid Settlement Funds programs. These programs have an amount that is to be paid out to each municipality based on population and a few other attributes depending on the program. Most of the programs pay out a portion of the funds annually and will continue to do so for the next five to fifteen years depending on the program. There is a set of criteria for how these funds may then be used by the municipality. These criteria may be found in the attached Schedule E. To date the Township has received $15,277.57.

I reached out to several local organizations and asked them to submit requests for funds and to detail how they would use them. I received proposals from Reach the Forgotten and Pine Rest. I have also attached information from Kent County on their planned uses for the funds that they have received. The County would be another option for the disbursement of funds.

**BUDGET ACTION REQUIRED:**

NONE

**STAFF RECOMMENDATION:**

Staff receommends the Board review the options for disbursement and begin to put some of these funds to use in the local community.

**REACH THE FORGOTTEN**
JAIL MINISTRY

Rev. Nathan DeWard
Executive Director
nated@jailministry.org
616-784-4620 x120

10/9/24

Rod Weersing
Gaines Charter Township
8555 Kalamazoo Avenue SE
Caledonia, MI 49316

Dear Mr. Weersing,

I hope this message finds you well. I am writing to respectfully request financial support from the Opioid Settlement Fund for our ongoing efforts in addressing substance abuse and mental health issues among justice-involved individuals that Reach the Forgotten Jail Ministry serves at the Kent County Correctional Facility.

**Purpose of the Request**

- We acknowledge the vital connection between substance use disorders, mental health challenges, and their prevalence among individuals within the jail system.
- We are designing programming to effectively integrate treatment approaches that address these realities, ensuring that we provide comprehensive support to those we serve from a faith-based perspective.

**Current Role and Future Plans**

- Reach the Forgotten Jail Ministry plays a unique role in the Sequential Intercept Model, focusing on intervention and diversion efforts aimed at reducing criminality and recidivism.
- In 2025, we aim to train twelve staff members as Certified Peer Recovery Mentors (CPRM) to establish a dedicated Peer Recovery Mentor Program. This state-recognized certification will facilitate access to additional funding opportunities through agencies such as Michigan Works and other townships receiving OSF money.

**(over)**

**Expert Endorsement**

- Lieutenant Donna Moore-Brown from the Kent County Correctional Facility has acknowledged our organization's readiness for this training initiative, highlighting our distinctive Christian framework that sets us apart from most other jail programming across the state. In Kent County, Reach the Forgotten is the only one of nineteen programs that operates as a faith-based ministry in the jail. Lt. Brown sits on our Board of Directors as a Trustee.

**Funding Request**

- The cost to train one staff member in the peer recovery mentoring model is $1,500. Therefore, we are requesting $1,500 from Gaines Charter Township to "sponsor" the training of one staff member in 2025.
- The complete training and peer recovery mentor project for 2025 is expected to total approximately $50,000, encompassing startup, administrative, and operational costs for the inaugural year of the program.

We believe that with your support, we can significantly impact the lives of those affected by substance use disorders and mental health issues within our jail system, fostering their recovery and successful reintegration into the community, including Gaines Charter Township.

Thank you for considering our request. I would be happy to discuss this initiative further and answer any questions you may have.

Sincerely,

Nathan DeWard

Rev. Nathan DeWard
Executive Director
Reach the Forgotten Jail Ministry

**Proposal: Gaines Township Scholarship for Opioid and Substance Use Treatment**

**Introduction/Organizational Information**

Pine Rest was founded in 1910 with the mission to provide behavioral healthcare that addressed the well-being of the whole person: emotional, mental, physical, and spiritual with professional excellence, Christian integrity, and compassion. Today, Pine Rest's ability to engage with the community, understand its needs, and respond with effective solutions has resulted in it being the third largest standalone behavioral health system in the country, treating patients of every age in all of Michigan's counties. Pine Rest's full continuum of behavioral health services include inpatient hospitalization, partial hospitalization (day programs), adult psychiatric urgent care, outpatient, telehealth, and residential services, as well as community outreach programs, management and consulting, educational programming, and telepsychiatry. Pine Rest's addiction services currently include medical detoxification, short-term residential, intensive outpatient, and outpatient treatment. Additionally, Pine Rest's Redwood inpatient unit provides treatment for adults experiencing a behavioral health crisis with a co-occurring substance use diagnosis.

**Need**

In 2022, almost one in six people over the age of 12 indicated that they had a substance use disorder (CDC, 2024). Many people who need treatment for substance use disorder are deterred from services due to costs. In fact, 30% of people who use substances do not seek treatment and 17% of those that do leave treatment early due to the inability to pay for services (National Council for Mental Wellbeing, 2024; American Addiction Center, 2024). Some of these financial barriers are caused by high deductibles and co-pays, or insurance providers who limit the number of services someone is eligible to receive.

Former patients of Pine Rest's addiction services have stated,

> "I cannot express enough how impressed I am with this institution and the quality of care that I received. I am leaving feeling very good about being able to maintain my sobriety. I learned some good new coping skills and am going home confident that I can clean up my act and stay sober."

> "Excited for the next phase of care with Pine Rest. There have been several team members here that have played a pivotal role in my recovery to this point. My personal accountability and ability to stay committed to my sobriety and overall spiritual, mental, and physical health is at an all-time high and I owe much gratitude to everyone here."

> “I can’t thank Pine Rest enough for making me want to live again. You have given me a chance to be a better mom, daughter & wife. Thank you for helping me find myself again. X100 Thank you.”

To fully benefit from substance use treatment, a patient and their family may be engaged in services for up to a year, with up to three sessions each week. For the typical person, the co-pay for each of these sessions is $30 to $50, totaling up to $150 in co-pays weekly. These co-pays can be cost prohibitive to completing treatment. If following the ideal treatment plan, without insurance coverage, the cost of substance use treatment can total nearly $34,000, with each phase of treatment (for instance, detox, intensive outpatient, family group, outpatient) ranging from $1,400 to $8,000 based on treatment type and time in that phase. Without financial assistance, many of the patients and families that could benefit from the services Pine Rest provides will go without this life saving, and life-changing, treatment.

**Project**

In alignment with the Core Strategy B.4. identified in Exhibit E, “List of Opioid Remediation Uses” and to ensure that every person has the ability to receive substance use treatment, Pine Rest is seeking $10,000 in financial support from Gaines Township to create a scholarship fund for those clients and family members who reside in the three zip codes covered by Gaines Township: 49315, 49316, 49348, 49508, 49512, and 49548. This scholarship will help support the cost of treatment for individuals who may not seek support or who may drop out of treatment due to financial barriers. In addition, eligible individuals will have been diagnosed with an opioid use disorder or will have a co-occurring diagnosis of opioid use and another substance use or mental health diagnosis.

Individuals and family members who are eligible to utilize scholarship funds will work with their treatment team to complete a brief application on which they will identify their zip code. Those individuals who reside in the Gaines Township region will be eligible to receive funds to support their treatment but will be required to contribute a portion of the cost, based on their ability to pay. This reasonable contribution from the patient and family creates ownership of their treatment.

Project success will be seen through an increased number of patients and families from the geographic region seeking services.

**Population Impacted (demographics, number of people impacted [patients and families])**

Assuming that 46% of Gaines Townships nearly 30,000 residents are impacted by substance use (Gramlich, 2017), approximately 13,500 township residents have a friend or family with a current or past substance use problem.

Each year, 12% of patients seen through Pine Rest substance use outpatient and inpatient services are from the three-zip code region covered by Gaines Township (49315, 49316, 49348, 49508, 49512, 49548), approximately 502 individuals last year. Using these numbers, we could assume that another 30% (N=151) did not seek treatment due to lack of insurance or inability to pay. Additionally, we can assume that 17% (N=85) of people who sought treatment left treatment before completion due to inability to pay. This results in 236 people each year who didn't receive adequate treatment due to financial barriers.

**Budget**

Due the many variables in insurance coverage and the level of need for each individual, we anticipate each scholarship participant requesting approximately $1,500 in financial support to help cover co-pays during the outpatient portion of their treatment, which is the most time intensive. An award of $10,000 can support at least 6 additional community members, as well as their support system of about 25 family and friends per patient, as they travel their road to recovery.  Total, we anticipate approximately 150 individuals (patients and supports) benefiting from this scholarship.

**References**

American Addiction Center. (2024, July 18). *Barriers to Addiction Treatment: Why Addicts Don't Seek Help*. Retrieved from American Addiction Centers: https://americanaddictioncenters.org/rehab-guide/treatment-barriers

CDC. (2024, April 25). *Treatment of Substance Use Disorders*. Retrieved from CDC Overdose Prevention: https://www.cdc.gov/overdose-prevention/treatment/index.html

Gramlich, J. (2017, October 26). *Nearly half of Americans have a family member or close friend who's been addicted to drugs*. Retrieved from Pew Research Center: https://www.pewresearch.org/short-reads/2017/10/26/nearly-half-of-americans-have-a-family-member-or-close-friend-whos-been-addicted-to-drugs/

National Council for Mental Wellbeing. (2024). *More than 4 in 10 U.S. Adults Who Needed Substance Use and Mental Health Care Did Not Get Treatment*. Retrieved from National Council for Mental Wellbeing: https://www.thenationalcouncil.org/news/more-than-4-in-10-us-adults-who-needed-substance-use-and-mental-health-care-did-not-get-treatment/

**Kent County Years 1 and 2 Spending Plan Summary**

| Prevention | | | | | | |
|---|---|---|---|---|---|---|
| **Initiative** | **Description** | **Target Audience** | **Year 1** | **Year 2** | **Next Steps** | **Metrics & Outcomes** |
| Campaign to Enhance Awareness, Increase Education, and Reduce Stigma | Kent County and KCOTF conduct an information campaign and develop a dedicated substance use disorder web page to drive the community to information and education to destigmatize SUD, support prevention, reduce risk of overdose, keep people alive and increase use of SUD services. | General public, people experiencing SUD, family/friends, and specific target populations as determined by Health Dept., KCOTF and stakeholders | $22,000 | $10,000 | Build a webpage on accessKent as a single comprehensive source of information for county residents. Secure professional services to design the first outreach and education campaign specific to the needs of a target audience selected by the Health Department and KCOTF. | • Number of visits to the site<br>• User feedback on the site experience<br>• Number of social and other media posts/information sharing<br>• Number of in-person education/outreach interactions<br>• Number of users reporting increased awareness/understanding of opioids |
| Prevention Education Expansion in Schools | Kent County Health Dept. add one FTE Health Educator to expand Botvin LifeSkills to 7 more schools to provide SUD prevention education to youth. | Elementary, middle, and high school students | | $125,000 | Hire an additional Health Educator, determine the highest priority schools to serve, monitor demand from school districts for additional capacity and monitor other prevention programming strategies that meet evolving needs of youth. | • Increase the number of participating schools from 30 to 43<br>• Increase the number of youth educated annually from 2,386 to 3,286<br>• Increase participating students' perception of risk as measured by matched pre- and post-tests<br>• Increase teacher satisfaction of program as measured by teacher survey<br>• Increase number of 7th, 9th, and 11th graders who take the MiPHY (MI Profile for Healthy Youth) to monitor prevalence of substance use by youth over time |
| **Harm Reduction** | | | | | | |
| Naloxone/Test Strip Distribution Boxes | Contract with a partner organization for the purchase, install and maintenance of newspaper box-style distribution of naloxone and test strips in new locations county-wide, focusing on areas where substances are more likely to be used | People experiencing SUD, general public, family/friends | $30,000 | $30,000 | Issue an RFP and engage in a contract to install new 50 boxes each year ($354/box) and to monitor, restock and maintain the boxes ($10K/annually). | • Increase naloxone distribution locations in the community from 25 to 75<br>• Increase the number of naloxone kits distributed<br>• Feedback from box 'hosts' on the value of the tool |

| Harm Reduction Continued | | | | | | |
|---|---|---|---|---|---|---|
| **Initiative** | **Description** | **Target Audience** | **Year 1** | **Year 2** | **Next Steps** | **Metrics & Outcomes** |
| Fentanyl and Xylazine Test Strip Distribution to Care Providers | Kent County Health Department purchase 6,500 fentanyl test strips and 6,500 xylazine test strips for treatment care providers to distribute to reduce exposure to contaminated substances containing fentanyl (present in 90% of Kent County opioid overdoses) and xylazine (present in 17% of Kent County overdoses and growing) | Treatment care providers, people experiencing SUD | $10,000 | $10,000 | Collect information on which treatment care providers need the test strips, identify a source of the strips, and develop a distribution process. | • Number of organizations receiving test strips<br>• Increase the number of fentanyl test strips distributed annually from 6,000 to 12,000<br>• Number of xylazine test strips distributed |
| Harm Reduction Training | Increase knowledge of harm reduction strategies among care providers, recovery coaches, and outreach specialists to improve care and reduce harm for individuals with opioid use disorder | Service providers across Kent County | | | Further explore the demand for training and the training content and format. Consider recommending a specific investment in a future year. | |
| FTIR Drug Testing | Continue drug testing program currently funded with a grant from the Bureau of Justice Comprehensive Opioid and Stimulant Substance Abuse Program to reduce risk of overdose | People with SUD | | | Monitor availability of future funding source for FTIR with 2025 conclusion of the current Bureau of Justice grant. | |
| **Treatment** | | | | | | |
| Medication Assisted Treatment (MAT) Program Expansion in the Kent County Correctional Facility | To accommodate the current demand for MAT services, add Therapists (2 FTE), Recovery Coaches (2 FTE), MAT Nurse (1 FTE), Psychiatric Nurse Practitioner (0.4 FTE) and Supervisor (0.5 FTE) capacity to the program staff | Incarcerated individuals experiencing SUD | $400,000 | $400,000 | Bring the additional personnel into the program and identify future funding sources to maintain the program. | • Increase the number of individuals served from 50 to 100<br>• Increase the number of individuals who begin MOUD treatment within the jail<br>• Increase the timeliness of medication distribution<br>• Increase the number of one-on-one interactions recovery coaches and therapists have with each MAT participant<br>• Increase the number of hand offs to community-based care post incarceration |

| Treatment Continued | | | | | | |
|---|---|---|---|---|---|---|
| **Initiative** | **Description** | **Target Audience** | **Year 1** | **Year 2** | **Next Steps** | **Metrics & Outcomes** |
| Transportation | Enhance existing transportation programs or develop new transportation resources for travel to harm reduction, treatment, recovery services or other SUD related medical services | Individuals participating in treatment who experience transportation as a barrier | | | This was identified as a priority need and supports successful treatment and recovery. Use 2024 and 2025 to research transportation strategies and best practices to consider funding in future years. | |
| **Recovery** | | | | | | |
| Community-Based Recovery Coaching | Add 2 community-based recovery coaches and a part-time coordinator to serve Kent County residents who are at highest risk for return to substance use and overdose | Recovering individuals at high risk of continued substance use and/or overdose | $200,000 | $200,000 | Issue an RFP and contract with an organization to implement an enhanced recovery coach program serving the target population through two new recovery coaches and a part-time supervisor. | • Number of participants reconnected to treatment after dropping out<br>• Number of participants experiencing an overdose during engagement with a peer recovery coach<br>• Number of participants visiting an emergency department during engagement with a peer recovery coach<br>• Results of participant satisfaction survey |
| **Cross Sectional** | | | | | | |
| Enhance Engagement of People with Lived Experience and Kent County's Diverse Communities | Learn the specific needs and priorities of Kent County's diverse communities and people with lived experience (including family and caregivers) to inform future settlement investments | People with lived experience and their families, black and brown communities | Funded by the State of Michigan | Funded by the State of Michigan | Conduct focus groups and interviews during summer 2024 through the Michigan State University's College of Human Medicine's opioid technical assistance resource. Develop a plan for ongoing involvement of people with lived experience in the KCOTF and settlement spending. | • Number of participants<br>• Participant feedback on the experience<br>• Demographic data on the participants<br>• Measure of inclusion of participant input in future settlement investments |
| Evaluation | Assess the effectiveness of the funded initiatives to report results to the community and inform decision making on future investments | | $35,000 | | Issue an RFP and contract with an organization to lead data collection and evaluation of settlement investments over a five-year period of implementation | |
| Innovations in opioid use prevention, harm reduction, treatment, and recovery | Recognize that strategies to date have not resolved the opioid epidemic and explore innovative approaches that are eligible under the settlement, including strategies learned from enhanced community engagement | To be determined | | $20,000 | Use the results of the work with the MSU College of Human Medicine, Opioid Task Force, Overdose Fatality Review, and Kent County departments to identify innovative interventions to propose in future spend plans to the Board of Commissioners. | |

| Cross Sectional Continued | | | | | | |
|---|---|---|---|---|---|---|
| **Initiative** | **Description** | **Target Audience** | **Year 1** | **Year 2** | **Next Steps** | |
| Emerging Needs | Address unanticipated needs that arise due to the evolving nature of the opioid epidemic or changes in expenses of approved initiatives that are eligible for settlement funding. | To be determined | $30,000 | $30,000 | Monitor the KCHD surveillance reports and experiences of stakeholders for unexpected changes in the opioid epidemic that could be addressed with an investment of settlement funds upon approval by the Board of Commissioners. | |
| Health Department Staff Support for Implementation | Provide staffing to implement the Board-approved initiatives, including develop RFPs and contracts, monitor contractors, prepare updates for the Board and public, track and report data for the Board and public, conduct research to support decisions on future initiatives, and support the content development for the awareness/ education campaign | Health Department, Administration, Board of Commissioners, KCOTF, OFR, other stakeholders | $30,000 | $30,000 | Recruit a part time staff person with expertise in SUD, community health, and project management. | |
| Workforce Needs | Examine opportunities to invest in addressing workforce challenges in opioid use disorder fields, such as formally engage nursing, medical, and social work students in OUD as a career path, develop pathways for people with lived experience to work in OUD fields, ensure adequate salaries, fund required certifications and ongoing trainings, address secondary trauma and compassion fatigue in the workforce | Individuals considering and currently working in opioid use disorder careers | | | This was identified as a priority need. Use 2024 and 2025 to identify the highest priorities and to research strategies and best practices that are eligible uses of settlement funds. | |
| **Total** | | | **$757,000** | **$855,000** | | |

**EXHIBIT E**

**List of Opioid Remediation Uses**

**Schedule A**
**Core Strategies**

States and Qualifying Block Grantees shall choose from among the abatement strategies listed in Schedule B. However, priority shall be given to the following core abatement strategies ("*Core Strategies*").[14]

A. **NALOXONE OR OTHER FDA-APPROVED DRUG TO REVERSE OPIOID OVERDOSES**

1. Expand training for first responders, schools, community support groups and families; and

2. Increase distribution to individuals who are uninsured or whose insurance does not cover the needed service.

B. **MEDICATION-ASSISTED TREATMENT ("*MAT*") DISTRIBUTION AND OTHER OPIOID-RELATED TREATMENT**

1. Increase distribution of MAT to individuals who are uninsured or whose insurance does not cover the needed service;

2. Provide education to school-based and youth-focused programs that discourage or prevent misuse;

3. Provide MAT education and awareness training to healthcare providers, EMTs, law enforcement, and other first responders; and

4. Provide treatment and recovery support services such as residential and inpatient treatment, intensive outpatient treatment, outpatient therapy or counseling, and recovery housing that allow or integrate medication and with other support services.

[14] As used in this Schedule A, words like "expand," "fund," "provide" or the like shall not indicate a preference for new or existing programs.

C. **<u>PREGNANT & POSTPARTUM WOMEN</u>**

1. Expand Screening, Brief Intervention, and Referral to Treatment ("*SBIRT*") services to non-Medicaid eligible or uninsured pregnant women;

2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for women with co-occurring Opioid Use Disorder ("*OUD*") and other Substance Use Disorder ("*SUD*")/Mental Health disorders for uninsured individuals for up to 12 months postpartum; and

3. Provide comprehensive wrap-around services to individuals with OUD, including housing, transportation, job placement/training, and childcare.

D. **<u>EXPANDING TREATMENT FOR NEONATAL ABSTINENCE SYNDROME ("*NAS*")</u>**

1. Expand comprehensive evidence-based and recovery support for NAS babies;

2. Expand services for better continuum of care with infant-need dyad; and

3. Expand long-term treatment and services for medical monitoring of NAS babies and their families.

E. **<u>EXPANSION OF WARM HAND-OFF PROGRAMS AND RECOVERY SERVICES</u>**

1. Expand services such as navigators and on-call teams to begin MAT in hospital emergency departments;

2. Expand warm hand-off services to transition to recovery services;

3. Broaden scope of recovery services to include co-occurring SUD or mental health conditions;

4. Provide comprehensive wrap-around services to individuals in recovery, including housing, transportation, job placement/training, and childcare; and

5. Hire additional social workers or other behavioral health workers to facilitate expansions above.

F. **TREATMENT FOR INCARCERATED POPULATION**

1. Provide evidence-based treatment and recovery support, including MAT for persons with OUD and co-occurring SUD/MH disorders within and transitioning out of the criminal justice system; and

2. Increase funding for jails to provide treatment to inmates with OUD.

G. **PREVENTION PROGRAMS**

1. Funding for media campaigns to prevent opioid use (similar to the FDA's "Real Cost" campaign to prevent youth from misusing tobacco);

2. Funding for evidence-based prevention programs in schools;

3. Funding for medical provider education and outreach regarding best prescribing practices for opioids consistent with the 2016 CDC guidelines, including providers at hospitals (academic detailing);

4. Funding for community drug disposal programs; and

5. Funding and training for first responders to participate in pre-arrest diversion programs, post-overdose response teams, or similar strategies that connect at-risk individuals to behavioral health services and supports.

H. **EXPANDING SYRINGE SERVICE PROGRAMS**

1. Provide comprehensive syringe services programs with more wrap-around services, including linkage to OUD treatment, access to sterile syringes and linkage to care and treatment of infectious diseases.

I. **EVIDENCE-BASED DATA COLLECTION AND RESEARCH ANALYZING THE EFFECTIVENESS OF THE ABATEMENT STRATEGIES WITHIN THE STATE**

## Schedule B
## Approved Uses

Support treatment of Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder or Mental Health (SUD/MH) conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

| PART ONE: TREATMENT |
|---|

## A. TREAT OPIOID USE DISORDER (OUD)

Support treatment of Opioid Use Disorder ("*OUD*") and any co-occurring Substance Use Disorder or Mental Health ("*SUD/MH*") conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:[15]

1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, including all forms of Medication-Assisted Treatment ("*MAT*") approved by the U.S. Food and Drug Administration.

2. Support and reimburse evidence-based services that adhere to the American Society of Addiction Medicine ("*ASAM*") continuum of care for OUD and any co-occurring SUD/MH conditions.

3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, including MAT, as well as counseling, psychiatric support, and other treatment and recovery support services.

4. Improve oversight of Opioid Treatment Programs ("*OTPs*") to assure evidence-based or evidence-informed practices such as adequate methadone dosing and low threshold approaches to treatment.

5. Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.

6. Provide treatment of trauma for individuals with OUD (*e.g.*, violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (*e.g.*, surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such trauma.

7. Support evidence-based withdrawal management services for people with OUD and any co-occurring mental health conditions.

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[15] As used in this Schedule B, words like "expand," "fund," "provide" or the like shall not indicate a preference for new or existing programs.

8. Provide training on MAT for health care providers, first responders, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telementoring to assist community-based providers in rural or underserved areas.

9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH conditions.

10. Offer fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.

11. Offer scholarships and supports for behavioral health practitioners or workers involved in addressing OUD and any co-occurring SUD/MH or mental health conditions, including, but not limited to, training, scholarships, fellowships, loan repayment programs, or other incentives for providers to work in rural or underserved areas.

12. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 ("*DATA 2000*") to prescribe MAT for OUD, and provide technical assistance and professional support to clinicians who have obtained a DATA 2000 waiver.

13. Disseminate of web-based training curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service–Opioids web-based training curriculum and motivational interviewing.

14. Develop and disseminate new curricula, such as the American Academy of Addiction Psychiatry's Provider Clinical Support Service for Medication–Assisted Treatment.

## B. <u>SUPPORT PEOPLE IN TREATMENT AND RECOVERY</u>

Support people in recovery from OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the programs or strategies that:

1. Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.

2. Provide the full continuum of care of treatment and recovery services for OUD and any co-occurring SUD/MH conditions, including supportive housing, peer support services and counseling, community navigators, case management, and connections to community-based services.

3. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions.

4. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, including supportive housing, recovery housing, housing assistance programs, training for housing providers, or recovery housing programs that allow or integrate FDA-approved mediation with other support services.

5. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.

6. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions.

7. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions.

8. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions.

9. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.

10. Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to support the person with OUD in the family.

11. Provide training and development of procedures for government staff to appropriately interact and provide social and other services to individuals with or in recovery from OUD, including reducing stigma.

12. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.

13. Create or support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions, including new Americans.

14. Create and/or support recovery high schools.

15. Hire or train behavioral health workers to provide or expand any of the services or supports listed above.

## C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED (CONNECTIONS TO CARE)

Provide connections to care for people who have—or are at risk of developing—OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.

2. Fund SBIRT programs to reduce the transition from use to disorders, including SBIRT services to pregnant women who are uninsured or not eligible for Medicaid.

3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is common.

4. Purchase automated versions of SBIRT and support ongoing costs of the technology.

5. Expand services such as navigators and on-call teams to begin MAT in hospital emergency departments.

6. Provide training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MAT, recovery case management or support services.

7. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, or persons who have experienced an opioid overdose, into clinically appropriate follow-up care through a bridge clinic or similar approach.

8. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions or persons that have experienced an opioid overdose.

9. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.

10. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-occurring SUD/MH conditions or to persons who have experienced an opioid overdose.

11. Expand warm hand-off services to transition to recovery services.

12. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and support prevention, intervention, treatment, and recovery programs focused on young people.

13. Develop and support best practices on addressing OUD in the workplace.

14. Support assistance programs for health care providers with OUD.

15. Engage non-profits and the faith community as a system to support outreach for treatment.

16. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions.

## D. ADDRESS THE NEEDS OF CRIMINAL JUSTICE-INVOLVED PERSONS

Address the needs of persons with OUD and any co-occurring SUD/MH conditions who are involved in, are at risk of becoming involved in, or are transitioning out of the criminal justice system through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support pre-arrest or pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, including established strategies such as:

    1. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative ("*PAARI*");

    2. Active outreach strategies such as the Drug Abuse Response Team ("*DART*") model;

    3. "Naloxone Plus" strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;

    4. Officer prevention strategies, such as the Law Enforcement Assisted Diversion ("*LEAD*") model;

    5. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative; or

    6. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise.

2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions to evidence-informed treatment, including MAT, and related services.

3. Support treatment and recovery courts that provide evidence-based options for persons with OUD and any co-occurring SUD/MH conditions.

4. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are incarcerated in jail or prison.

5. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are leaving jail or prison or have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.

6. Support critical time interventions ("*CTI*"), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.

7. Provide training on best practices for addressing the needs of criminal justice-involved persons with OUD and any co-occurring SUD/MH conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, harm reduction, case management, or other services offered in connection with any of the strategies described in this section.

## E. ADDRESS THE NEEDS OF PREGNANT OR PARENTING WOMEN AND THEIR FAMILIES, INCLUDING BABIES WITH NEONATAL ABSTINENCE SYNDROME

Address the needs of pregnant or parenting women with OUD and any co-occurring SUD/MH conditions, and the needs of their families, including babies with neonatal abstinence syndrome ("*NAS*"), through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support evidence-based or evidence-informed treatment, including MAT, recovery services and supports, and prevention services for pregnant women—or women who could become pregnant—who have OUD and any co-occurring SUD/MH conditions, and other measures to educate and provide support to families affected by Neonatal Abstinence Syndrome.

2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for uninsured women with OUD and any co-occurring SUD/MH conditions for up to 12 months postpartum.

3. Provide training for obstetricians or other healthcare personnel who work with pregnant women and their families regarding treatment of OUD and any co-occurring SUD/MH conditions.

4. Expand comprehensive evidence-based treatment and recovery support for NAS babies; expand services for better continuum of care with infant-need dyad; and expand long-term treatment and services for medical monitoring of NAS babies and their families.

5. Provide training to health care providers who work with pregnant or parenting women on best practices for compliance with federal requirements that children born with NAS get referred to appropriate services and receive a plan of safe care.

6. Provide child and family supports for parenting women with OUD and any co-occurring SUD/MH conditions.

7. Provide enhanced family support and child care services for parents with OUD and any co-occurring SUD/MH conditions.

8. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.

9. Offer home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, including, but not limited to, parent skills training.

10. Provide support for Children's Services—Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

## PART TWO: PREVENTION

### F. <u>PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS</u>

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding medical provider education and outreach regarding best prescribing practices for opioids consistent with the Guidelines for Prescribing Opioids for Chronic Pain from the U.S. Centers for Disease Control and Prevention, including providers at hospitals (academic detailing).

2. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.

3. Continuing Medical Education (CME) on appropriate prescribing of opioids.

4. Providing Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.

5. Supporting enhancements or improvements to Prescription Drug Monitoring Programs ("*PDMPs*"), including, but not limited to, improvements that:

1. Increase the number of prescribers using PDMPs;

2. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using PDMPs, by improving the interface that prescribers use to access PDMP data, or both; or

3. Enable states to use PDMP data in support of surveillance or intervention strategies, including MAT referrals and follow-up for individuals identified within PDMP data as likely to experience OUD in a manner that complies with all relevant privacy and security laws and rules.

6. Ensuring PDMPs incorporate available overdose/naloxone deployment data, including the United States Department of Transportation's Emergency Medical Technician overdose database in a manner that complies with all relevant privacy and security laws and rules.

7. Increasing electronic prescribing to prevent diversion or forgery.

8. Educating dispensers on appropriate opioid dispensing.

## G. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding media campaigns to prevent opioid misuse.

2. Corrective advertising or affirmative public education campaigns based on evidence.

3. Public education relating to drug disposal.

4. Drug take-back disposal or destruction programs.

5. Funding community anti-drug coalitions that engage in drug prevention efforts.

6. Supporting community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction—including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration ("*SAMHSA*").

7. Engaging non-profits and faith-based communities as systems to support prevention.

8. Funding evidence-based prevention programs in schools or evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.

9. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.

10. Create or support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions.

11. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.

12. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health workers or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.

## H. PREVENT OVERDOSE DEATHS AND OTHER HARMS (HARM REDUCTION)

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Increased availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, schools, community navigators and outreach workers, persons being released from jail or prison, or other members of the general public.

2. Public health entities providing free naloxone to anyone in the community.

3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, community support groups, and other members of the general public.

4. Enabling school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.

5. Expanding, improving, or developing data tracking software and applications for overdoses/naloxone revivals.

6. Public education relating to emergency responses to overdoses.

7. Public education relating to immunity and Good Samaritan laws.

8. Educating first responders regarding the existence and operation of immunity and Good Samaritan laws.

9. Syringe service programs and other evidence-informed programs to reduce harms associated with intravenous drug use, including supplies, staffing, space, peer support services, referrals to treatment, fentanyl checking, connections to care, and the full range of harm reduction and treatment services provided by these programs.

10. Expanding access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.

11. Supporting mobile units that offer or provide referrals to harm reduction services, treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions.

12. Providing training in harm reduction strategies to health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD and any co-occurring SUD/MH conditions.

13. Supporting screening for fentanyl in routine clinical toxicology testing.

## PART THREE: OTHER STRATEGIES

### I. <u>FIRST RESPONDERS</u>

In addition to items in section C, D and H relating to first responders, support the following:

1. Education of law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.

2. Provision of wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.

### J. <u>LEADERSHIP, PLANNING AND COORDINATION</u>

Support efforts to provide leadership, planning, coordination, facilitations, training and technical assistance to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Statewide, regional, local or community regional planning to identify root causes of addiction and overdose, goals for reducing harms related to the opioid epidemic, and areas and populations with the greatest needs for treatment

intervention services, and to support training and technical assistance and other strategies to abate the opioid epidemic described in this opioid abatement strategy list.

2. A dashboard to (a) share reports, recommendations, or plans to spend opioid settlement funds; (b) to show how opioid settlement funds have been spent; (c) to report program or strategy outcomes; or (d) to track, share or visualize key opioid- or health-related indicators and supports as identified through collaborative statewide, regional, local or community processes.

3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.

4. Provide resources to staff government oversight and management of opioid abatement programs.

## K. <u>TRAINING</u>

In addition to the training referred to throughout this document, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, those that:

1. Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.

2. Support infrastructure and staffing for collaborative cross-system coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, or implement other strategies to abate the opioid epidemic described in this opioid abatement strategy list (*e.g.*, health care, primary care, pharmacies, PDMPs, etc.).

## L. <u>RESEARCH</u>

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, data collection and evaluation of programs and strategies described in this opioid abatement strategy list.

2. Research non-opioid treatment of chronic pain.

3. Research on improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.

4. Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.

5. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.

6. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (*e.g.*, Hawaii HOPE and Dakota 24/7).

7. Epidemiological surveillance of OUD-related behaviors in critical populations, including individuals entering the criminal justice system, including, but not limited to approaches modeled on the Arrestee Drug Abuse Monitoring ("*ADAM*") system.

8. Qualitative and quantitative research regarding public health risks and harm reduction opportunities within illicit drug markets, including surveys of market participants who sell or distribute illicit opioids.

9. Geospatial analysis of access barriers to MAT and their association with treatment engagement and treatment outcomes.

# MEMO

**Staff Communication-Action Required**

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**DATE:** **November 6, 2024**
**TO:** **Gaines Charter Township**
**FROM:** **Rod Weersing, Township Manager**
**RE:** **Small Distillers License Request - Railtown**

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**SUMMARY OF TOPIC:**

As you may recall, Grinning Mitten (DBA Railtown) currently holds a Micro Brewer and a Small Wine Maker license. They also hold an On-Premises Tasting Room Permit. They have requested the addition of a Small Distillers License. The details of this request were discussed at the October Board of Trustees meeting, and a public hearing was set for this (11/11/24) meeting.

State law requires they receive approval from the local legislative body of the local government unit where it will be licensed. Please note this license requires them to hold a Manufacturer License and On-Premises Tasting Room Permit (the two licenses they currently hold).

**BUDGET ACTION REQUIRED: NONE**

**STAFF RECOMMENDATION:**

Staff recommend the Board of Trustees approve this request.

# MEMO

**Staff Communication-Action Required**

**DATE:** November 6, 2024
**TO:** Gaines Charter Township
**FROM:** Rod Weersing, Township Manager
**RE:** Water/Sewer Administrator Employment Status Change

**SUMMARY OF TOPIC:**

The Water/Sewer Administrator position was historically a full-time position. When the current Administrator accepted the promotion in 2017, she requested to maintain the part-time schedule that she had been working with the flexibility to work as needed to get the job done. The role has grown over the years and has now reached the point where the Administrator has requested it be changed back to a full-time position.

Some of the duties that have been added to the Administrator role over the last few years are Water/Sewer Advisory Committee Member, Chair of the BGUA Commission, and BGUA Personnel Committee Member. With the transition to the new Manager at the BGUA, the Administrator has started attending their weekly staff meetings and has been providing some guidance to the Manager as needed.

The Personnel Committee has reviewed this request and recommended that the Township Board approve it.

**BUDGET ACTION REQUIRED:**

NONE – The Administrator is currently averaging Full-Time hours with the pay for that being part of the 2025 budget, and the additional expense for insurance has been added to the 2025 budget.

**STAFF RECOMMENDATION:**

Staff recommend that the Board approve this request due to the ongoing growth of the Water/Sewer Department.

# MEMO

**Staff Communication-Action Required**

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**DATE:** November 5, 2024
**TO:** Gaines Charter Township
**FROM:** Rod Weersing, Township Manager
**RE:** Township Cemetery Ordinance, Rules, and Fees

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**SUMMARY OF TOPIC:**

The required public hearing to approve the revised Cemetery Ordinance is scheduled for this meeting (11/11/24).

The required second read will take place during the meeting and the Board will be asked to approve the revised ordinance, along with the revised rules, and the revised fees.

The updated rules include the revisions this Board requested, and changes necessary to make the rules align with the ordinance.

The fees schedule has also been revised to include new services (columbarium), and to align with area cemetery fees.

**BUDGET ACTION REQUIRED: NONE**

**STAFF RECOMMENDATION:**

Staff recommends the Board adopt the revised ordinance (which will become effective 10 days after being published in the local paper), approve the revised rules, and the revised fee schedule. This will require three separate actions.

DRAFT – September 2024

**GAINES CHARTER TOWNSHIP**
**KENT COUNTY, MICHIGAN**

**AN ORDINANCE TO AMEND CHAPTER 12 CEMETERIES**

**OF THE GAINES CHARTER TOWNSHIP GENERAL ORDINANCES**

At a regular meeting of the Township Board of the Charter Township of Gaines, held at the Township Offices on _________, 2024, beginning at 7:00 PM, the following amendments to the Code of Ordinances for Gaines Charter Township were offered for adoption by Township Board Member ___________________, which motion as seconded by Township Board Member ________________.

**THE CHARTER TOWNSHIP OF GAINES ORDAINS:**

**CHAPTER 12**: Chapter 12, Cemeteries, of the Code of Ordinances of Gaines Charter Township is amended in its entirety to read as follows:

*Footnotes:*

-- ***(1)*** --

***State Law*** *Reference-Authority to acquire and maintain cemeteries, MCL 128.1 et seq.; permit for disposition of body, MCL 333.2850; cemetery regulations act, MCL 456.521 et seq.*

**SECTION 12-1. PURPOSE AND SCOPE**.

The purpose of this chapter is to provide for the health, safety and welfare of the people of the Township in the matter of all Township cemeteries by the adopt of proper rules and regulations therefor, and all township cemeteries in the Township are subject to this chapter and any and all amendments hereto, and to any fees and charges established by the Township Board as provided for herein. Reference to any Township rules and regulations in any document affecting any Township cemetery shall have the same force and effect as those which are set forth in this chapter.

(Ord. of9-19-1978, § 1)

**SECTION 12-2. DEFINITIONS**

The following words, terms, and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

***Assignee*** means any person to whom any lot, plot, grave site, or burial unit has been assigned to by  the Township. Any and all rights of such assignee shall be as defined herein and by statute.

***Burial unit*** means a lot, niche, or any portion thereof.

***Cemetery*** means any cemetery owned or operated by the Township, and where appropriate to the context, the term “cemetery” shall include the officials in charge of the cemetery, and/or the Township Board.

***Family*** means one person or group of two or more persons related by bonds of matrimony, consanguinity, or legal adoption.

***Green Burial*** means the body is not cremated or embalmed. Biodegradable caskets, shrouds, and urns are used. The body also is not interred in a concrete vault.

***Interment*** means the permanent disposition of the remains of a deceased person by cremation and interment, entombment, or burial.

***Lot, plot, or burial unit.*** The term “lot,” “Plot,” or “burial unit” shall be used interchangeably and shall apply with like effect to one or more than one adjoining grave, to one or more than one adjoining crypts or vaults, to one or more than one adjoining niche.

***Memorial*** includes a monument, marker, tablet, headstone, private mausoleum, or tomb for family or individual use, tombstone, surface burial vault, urn and crypt and niche plates.

***Monument*** includes a tombstone or memorial of granite, or other approved stone, which shall extend above the surface of the ground.

***Registrar*** means the Township Clerk or other such person as the Township Board may designate from time to time.

***Resident*** means a person living in the Township either owning or renting a dwelling unit. For the purpose of this chapter, the term "resident" shall also include any person who has resided in the Township at least ten years. Where such person is not residing in the Township at death, such person shall also be classified as a resident if one-half or the years of nonresidence is less than their total years of residency.

(Ord. of 9-19-1978, § 2)

**SECTION 12-3. INTERMENTS AND DISTERMENTS**

(a) ***Subject to laws.*** Besides being subject to these rules and regulations, all interments, disinterments, and removals are made subject to the orders and laws of the properly constituted authorities of the Township, County and State.

(b) ***Time and charges.*** All interments, disinterments, and removals must be made at the time, in the manner, and upon such charges as fixed by the Township Board as provided herein.

(c) ***Holidays.*** No interments, disinterments, removals, cremation or interment service shall be permitted on Sundays, or on any of the following holidays: New Years Day, Decoration Day (Memorial Day), Fourth of July, Labor Day, Thanksgiving Day, Christmas Day, and when any of such holidays fall, or are legally observed, on a Saturday or Monday, except by approve of the Cemetery Registrar.

(d) ***Notice.*** The Registrar shall have the right to insist upon at least 36 hours' notice prior to any interment and at least 48 hours' notice prior to any disinterment or removal.

(e) ***Application for Interment.*** The Registrar shall have the right to refuse interment in any plot, and to refuse to open any burial pace for any purpose, except on written application by the plot assignee or record made out on blanks provided by the cemetery and duly filed in the office of the Registrar.

(f) ***Use of Concrete or acceptable metal required.*** Every earth interment shall be made enclosed in a concrete box or a box of acceptable metal. Green burials are not allowed in Township cemeteries.

(g) ***Interment of Cremated Remains.***

1) Cremated remains must be permanently interred within a period of four (4) weeks. If the arrangements for interment are not made within the specified time, the cemetery shall be in no way liable for rental space occupied by the remains pending the time they are permanently interred.
2) The cemetery shall be in no way liable or held responsible for any cinerary container, receptable or urn placed in any plot, other than that constructed of case bronze of standard specification.
3) Pets are prohibited from being buried in Township cemeteries. Additionally, a pet's remains may not be interred with any human remains.

(h) ***Authorization of one plot assignee sufficient.*** The Registrar shall have the right to make interment of any member of the immediate family of any one of the serval plot assignees upon the latter's authorization. No other person may be interred in any plot without the written consent of all those assignees of the plot who are recorded as such on the books of the cemetery.

(i) ***Location of interment space.*** When instructions regarding the location of an interment space in a plot cannot be obtained, or are indefinite, or when for any reason the interment space cannot be opened were specified, the Registrar may, in their discretion, open it in such location in the plot as he deems best and proper, so as not to delay the funeral, and the cemetery shall not be liable in damages for any error so made.

(j) ***Orders given by telephone.*** The cemetery shall not be held responsible for any order given by telephone, or for any mistakes occurring from the want of precise and proper instructions as to the particular space, size, and location in the plot where interment is desired.

(k) ***Right to correct errors.*** The Registrar shall have the right to correct any errors that may be made either in making interments, disterments or removals, or in the descriptions, transfer or conveyance of any interment property, either by canceling such conveyance and substituting and conveying in lieu thereof other interment property in a similar location as far as possible, or as may be selected by the Registrar, or, in the sole discretion of the Registrar by refunding the amount of money paid by the subject assignee. In the event such error shall involve the interment of the remains of any person in such property, the Registrar shall have the right to remove and/or transfer such remains so interred to such other property in a similar location as may be substituted and conveyed in lieu thereof. The Registrar shall also have the right to correct any errors made by placing an improper description, including an incorrect name or date, either on the memorial or on the container for cremated remains.

(l) ***Delays in interments caused by protests.*** The Township and Township officials shall be in no way liable for any delay in the interment of a body where a protest to the interment has been made, or where the rules and regulations have not been complied with; and, further, the Township reserves the right, under such circumstances, to place the body in the receiving vault until the full rights have been determined. The Township shall be under no duty to recognize any protests of interments unless they are in writing or filed in the office of the Registrar.

(m) ***No liability for embalming or for identity.*** The Township shall not be liable for the interment permit not for the identity of the person sought to be interred or cremated; nor shall the Township be liable in any way for the embalming of the body, unless such embalming is done by the Township, and then only for negligence in performing the embalming.

(n) ***No interment permitted unless all fees and charges are paid.*** No interment shall be permitted or memorial placed in or on any grave not fully paid for, except by special consent of the Registrar in writing, in each and every case, and, in the event such consent is given, any and all interments or memorials placed in or on said plot shall be considered as temporary, and a note shall not be considered as payment, and no rights shall be acquired by the plot assignee of said interments until such charges and fees are full paid for in cash, including principal and interest, and in case the assignee of said plot shall fail to meet all payments within thirty (30) days after the same are demanded by the cemetery, then the cemetery may re-enter said property and hold the same as of its former estates. The Township thereupon shall be released from all obligations thereunder, and it may retain such payments as may have been made toward the assignment of such property as liquidated damages. The Township reserves the right and shall have the right immediately or at any time thereafter, without notice, at is discretion, to cremate, or to remove, single graves, to be chosen by the Township, each of the remains then interred in said plot. The Township, further, shall have the right to remove any memorial that may have been placed on said property.

(o) ***Classification of burial boxes***. Burial boxes over four feet in length will be classed as adult size.

(p) ***Establishment of funeral zone***. When deemed necessary by the Registrar or on request of a lot of assignees or their representative, a funeral zone may be established and properly marked, and no one except persons attending the funeral will be permitted to trespass within its boundaries.

(q) ***Recordation of burial rights.*** The number of burial rights assigned on any lot will be recorded on the burial certificate when lots are assigned.

(r) ***Care in removal.*** The Township shall exercise the utmost care in making a removal, but it shall assume no liability for damage to any casket or burial vase or urn incurred in making a removal.

(Ord. of 9-19-1978, § 3)

**SECTION 12-4 -GENERAL SUPERVISION OF TOWNSHIP CEMETERIES**

The Township Clerk shall keep a record in their office of certificates and receipts for perpetual care of burial units, and a record of burials so reported to him by the Registrar, and such offer seconds as s deemed necessary by the Township Board. He shall also maintain complete records of all assignments, receipts, burial records, and all other matters affecting Township Cemeteries.

(Ord. of 9-19-1978, § 4)

## SECTION 12.5 – SERVICE CHARGES AND PAST DUE INDEBTEDNESS

(a) ***Payment of service charges.*** The charges for the cemetery services must be paid at the time of the issuance of the order of interment or disinterment and removal.

(b) ***Past due indebtedness.*** Arrangements for the payment of any and all indebtedness due to the Township must be made before interment will be made.

(Ord. of 9-19-1978, § 5)

## SECTION 12.6 – CONTROL OF WORK BY CEMETERY

(a) ***Work to be done by cemetery.*** All grading, landscape work and improvements of any kind, and all care of plots, shall be done, and all trees and shrubs and herbage of any kind shall be plated, trimmed, cut, or removed, and all openings and closing of plots, and all interments, disinterments and removals shall be made only by the cemetery.

(b) ***Improvements/alterations of individual property.*** All improvement or alterations of individual property in the cemetery shall be under the direction of and subject to the consent, satisfaction and approval of the Registrar; and, should they be made without their written consent, they shall have the right to remove, alter or change such improvements or alterations at the expense of the plot assignee, or in any event, at any time, in their judgement, they become unsightly to the eye.

(c) ***Cutting or disturbing turf.*** Cutting into or otherwise disturbing the turf by anyone other than cemetery employees is forbidden and automatically releases the Township from all obligation of resodding or reseeding of same.

(Ord. of 9-19-1978, § 6)

## SECTION 12.7 – DECORATION OF PLOTS

(a) ***Floral regulations.*** The cemetery shall have the authority to remove all floral designs, flowers, weeds, trees, shrubs, plants, or herbage of any king, from the cemetery as soon as, in the judgement of the Registrar, they become unsightly, dangerous, detrimental, or diseased, or when they do not conform to standards maintained. The cemetery shall not be liable for floral pieces, baskets, or frames in which or to which such floral pieces are attached, beyond the acceptance of such floral pieces are attached, beyond the acceptance of such floral pieces for funeral services to be held in the cemetery. The cemetery shall not be liable for lost, misplaced or broken flower vases. The cemetery shall not be responsible for frozen plants, or herbage of any kind, or for plantings damaged by the elements, thieves, vandals, or by other causes beyond its control. The cemetery reserves the right to regulate the method of decorating plots so that a uniform beauty may be maintained. The cemetery reserves the right to prevent the removal of any flowers, floral designs, trees, shrubs or plans, or herbage of any king, unless the Registrar gives their consent.

(b) ***Plantings on burial units.*** All trees planted on or removed from any burial unit shall be done under the supervision Sexton and/or the Registrar. All plantings other than annual or perennial flowers, must be approved by the Sexton and/or the Registrar, as to the selection of varieties and arrangement. All plantings shall be subject to proper attention and pruning by the owner. If not done by the owner, upon thirty (30) days' notice by the Registrar, the Township reserves the right to remove them. The Township will not be responsible for the destruction of plants or shrubs made necessary in cleaning up any burial unit and putting the same in proper care.

(c) ***Fence, railing, enclosure, etc.*** No fence, railing, coping, wall, hedge, or enclosure of any kind or nature shall be placed or erected around or on any burial unit.

(d) ***Removal of offensive structures, etc.*** If any monument, effigy, or other structure placed upon any burial unit shall be determined to be improper or offensive by the cemetery, it shall be the right and duty of the cemetery to remove such structures in accord with the terms of notice given by the Registrar.

(Ord. of 9-19-1978, § 7)

**SECTION 12.8 – ROADWAYS AND REPLANTING**

(a) ***Right to replant, regrade and use property.*** The right to enlarge, reduce, replant/and/or change the boundaries or grading of the cemetery or of a section, from time to time, including the right to modify and/or change the locations of (or remove or regrade) roads, drives and/or walks, or any part thereof, is hereby expressly reserved. The right to lay, maintain and operate, or alter or change pipelines and/or gutters for sprinkling systems, drainage, lakes, etc., is also expressly reserved, as well as the right to use cemetery property, not assigned to individual plot owners for cemetery purposes including the interring and preparing for interment of dead human bodies, or for anything necessary, incidental or convenient thereto, a perpetual right of ingress and egress over plots for the purpose of passage to and from other plots.

(b) ***No right granted in alleyways.*** No easement or right of interment is granted to any plot owner in any road, drive, alley or walk within the cemetery, but such road, drive, alley, or walk may be used as a means of access to the cemetery or buildings as long as the cemetery devotes it to that purpose.

(Ord. of 9-19-1978, § 7)

## SECTION 12-9 – CONDUCT OF PERSONS WITHIN THE CEMETERY

(a) ***Use of walkways.*** Persons within the cemetery grounds shall use only the avenues, walks, alleys and roads, and no person shall enter the cemetery except through an established gate.

(b) ***Trespassers on cemetery plots.*** Only plot assignees and their relatives shall be permitted on a cemetery plot. Any other person thereon shall be considered as a trespasser, and the cemetery shall owe no duty to said trespasser to keep the property, or the memorial thereon, in a reasonably safe condition.

(c) ***Children.*** Children under sixteen (16) years of age shall not be permitted within the cemetery, or the buildings, unless accompanied by proper persons to take care of them or unless special permission is granted.

(d) ***Flowers, etc.*** All persons are prohibited from gathering flowers, either wild or cultivated, or breaking trees, shrubbery, or plants, or feeding or disturbing the birds or fish or other wildlife.

(e) ***Refreshment.*** No person shall consume refreshments or liquors on a cemetery or carry same on the premises.

(f) ***Lounging on grounds.*** Strangers shall not be permitted to sit or to lounge on any of the grounds, graves, or monuments in the cemetery, or in any of the buildings.

(g) ***Loud Talking.*** No loud talking shall be permitted on the cemetery grounds within hearing distance of funeral services.

(h) ***Smoking.*** Smoking within any buildings is prohibited.

(i) ***Rubbish.*** The throwing of rubbish or debris on the drives and paths, or on any part of the grounds, or in the buildings, is prohibited. Receptacles for waste materials are located at convenient places.

(j) ***Automobiles.*** Automobiles shall not be driven through the grounds at a greater speed than ten (10) miles per hour and must be kept on the right-hand side of the cemetery roadway. Automobiles are not allowed to park or to come to a full stop in front of an open grave unless such automobiles are in attendance at the funeral. Automobiles must not:

    1) Drive off the established roads unless permission is given in writing by the Registrar.
    2) Make a U-turn on a cemetery road.
    3) Use a cemetery road as a public throughfare.

(k) ***Peddling or soliciting.*** Peddling of flowers or plants, or soliciting the sale of any commodity, is positively prohibited within the confines of the cemetery.

(l) ***Firearms.*** No person other than a law enforcement officer or other person authorized by State law shall possess or transport any firearm or weapon within any cemetery within the Township. Furthermore, no weapon or firearm shall be discharged in any cemetery within the Township. This section shall not apply to any gun, firearm, or rifle discharged in lawful self-defense as defined by the laws of The State of Michigan, nor shall this section apply to any police officer or Township official (or security guard for the Township) who is authorized to possess, carry or discharge a gun or firearm in carrying out their lawful law enforcement duties. Nor shall this section apply to any gun, firearm, rifle, or ceremonial weapon discharge in any cemetery for ceremonial purposes for a funeral or related matter if done by a nationally recognized veterans or public service group and if approved by the Township. Finally, this section shall not apply to the possession of a firearm or weapon where such possession is expressly authorized by Federal or State law.

(m) ***Notices and advertisements.*** No signs or notices or advertisements of any kind shall be allowed in the cemetery, unless placed an employee of the Township.

(n) ***Dogs.*** Dogs shall not be allowed on the cemetery grounds or in any of the buildings.

(o) ***Improprieties.*** It is of the utmost importance that there should be strict observance of all of the proprieties of the cemetery, whether embraced in these rules or not, as no improprieties shall be allowed, and the Registrar shall have power to prevent improper assemblages and enforce adherence to all commonly known proprieties.

(p) ***Registrar to enforce rules.*** The Registrar is hereby empowered to enforce all rules and regulations, and to exclude from the property of the cemetery any person violating the same. The Registrar shall have charge of the grounds and buildings, and at all times, shall have supervision and control of all persons in the cemetery, including the conduct of funerals, traffic, employees, plot owners and visitors.

(Ord. of 9-19-1978, § 8; Ord. No. 11-03, Art. 1, 4-11-2011; Ord. No. 13-03, Art. 1, 5-20-2013}

## SECTION 12-10 – FEES, GRATUITIES AND COMMISSIONS.

No person, while employed by the Township, shall accept any fee, gratuity or commission related to the duties performed at a Township cemetery (except from the Township) directly or indirectly, under penalty of immediate dismissal.

(Ord. of 9-19-1978, § 9)

## SECTION 12-11 – PROTECTIONS AGAINST LOSS

The cemetery shall take reasonable precaution to protect plot assignees, within the cemetery, but it distinctly disclaims all responsibility for loss or damage from causes beyond its reasonable control, and especially from damaged caused by the elements, acts of God, common enemy, thieves, vandals, strikers, malicious mischief makers, explosives, unavoidable accidents, invasions, insurrections, riots, or order of any military or civil authority, whether the damage is direct or collateral, other than is herein provided.

## SECTION 12-12 – CHANGE IN ADDRESS OF PLOT ASSIGNEES

It shall be the duty of the plot assignee to notify the cemetery of any change in their post office address. Notice sent to an assignee at the last address on file in the office of the Registrar shall be considered sufficient and proper legal notification.

(Ord. of 9-19-1978, § 11)

## SECTION 12-13 – PREPETUAL CARE

*(a)* ***Maintenance of burial units.*** The term "perpetual care" used in reference to burial units shall be held to mean the cutting of grass upon said burial units at reasonable intervals, the raking and cleaning of the burial units at reasonable intervals, the pruning of shrubs and trees, meaning and intending the general preservation of the burial units and grounds, walks, roadways, boundaries and structures, other than the structures hereinafter excepted or exempted; to the end that said grounds shall remain and be reasonable cared for as cemetery grounds.

*(b)* ***Exceptions.*** The term "perpetual care" shall in no case be construed as meaning the maintenance, repair or replacement of any grave stone or monumental structures, or memorials placed or erected on burial units; nor the planting or cost of flowers or ornamental plants; nor sprinkling said burial units with water; nor the maintenance or doing of any special or unusual work in the cemetery; nor does it mean the construction of any marble, granite, bronze or concrete work on any burial unit in the cemetery, or other buildings or structures, made necessary by injuries caused by the elements, an act of God, common enemy, thieves, vandals, strikers, malicious mischief makers, explosions, unavoidable accidents, invitations, riots, insurrection, or by the order of any military or civil authority, whether the damage is direct or collateral, other than herein provided for.

*(c)* ***Investment of funds.*** All funds paid for perpetual care shall be placed by the Township Treasurer to the credit of a fund knows as the Perpetual Care Fund to be administered

by the Township Board, and to be held in trust and invested by the Township Boards as provided by law, and the interest thereon shall be used for the care and maintenance of burial units entitled to perpetual care.

(d) ***Fee Schedule.*** Fees payable for perpetual care shall be those as set by the Township Board from time to time by resolution.

(e) ***Record of deposits.*** The record books of the cemetery, and the receipt issued by the cemetery and/or other person, company, or corporation with whom such funds have been deposited, shall show the amount of perpetual care fund that has been required of the individual and set aside in each case.

(f) ***Private memorials.*** Before any vault, tomb, sarcophagus, private mausoleum and/or columbarium is erected, the assignee shall furnish a bond in the amount as currently established or as hereafter adopted by resolution of the Township Board from time to time to the cemetery Registrar.

(g) ***Certification issued.*** Upon certification by the Township Treasurer that perpetual care and additional charges, if any, have been paid to the Township Treasurer, the Township Clerk shall issue a certificate, which shall guarantee perpetual care of the burial unit in the following form:

CERTIFICATE OF PERPETUAL CARE

State of Michigan, Charter Township of Gaines

This is to certify that __________has paid to the Charter Township of Gaines, the sum of ________ dollars, and that in consideration of said payment, Lot Number _____, _________Cemetery, is entitled to Perpetual Care, in accordance with the provisions of Ordinance ______, and the amendments thereto, relative to Perpetual Care of burial units in ___________Cemetery.

In Witness Whereof, I have hereunto set my hand this _________day of _______, 20__.

Charter Township of Gaines

__________________

Township Clerk

If payment for perpetual care is made at the time the burial unit is assigned, receipt shall be acknowledged on the certificate by the Township Clerk as provided in Certification of Burial Units.

(Ord. of 9-19-1978, § 12)

**SECTION 12-14 – RULES FOR MEMORIAL WORK**

(a) ***Markers, stones, monuments, etc.***

1) All permanent markers, headstones, monuments, mausoleums, memorials, and mementos to be erected or placed in said cemetery shall be of recognized durable granite or recognized hard marble or United States Standard Bronze, except by permission of the Registrar.
2) All foundations for the setting and placing of the foregoing shall be erected by the cemetery upon such type or size of foundation as shall be specified by the Registrar of the cemetery, the cost and expense thereof to be borne by the assignee of the burial unit and paid in advance in accord with prices established by the Township Board.
3) No person shall erect or place in the cemetery any permanent memorials or memorial work of any kind or character until plans and specifications therefor shall have been submitted and approved by the Registrar of the cemetery.
4) Not more than one upright memorial shall be allowed above the ground level on any one grave space.

***(b) Excavation, grading, etc.*** All excavations, grading or removal of earth or rubbish shall be excavated, graded, or removed in such manner as the Registrar may direct and not urial unit or drive shall be graded in shape, or in any manner altered from the general plan of the cemetery without first obtaining the consent of the Registrar.

(Ord. of 9-19-1978, § 13)

**SECTION 12-15 – MODIFICATIONS AND AMENDMENTS**

Special cases may arise in which the literal enforcement of a rule may impose unnecessary hardship. The Township Board, therefor, reserves the right, without notice, to make exceptions, suspensions, or modifications in any of these rules and regulations when, in its judgement, the same appear advisable; and such temporary exception, suspension, or modifications shall in no way be construed as affecting the general application of such rule.

(Ord. of 9-19-1978, § 14)

**SECTION 12-16 – ASSIGNMENT OF GRAVES**

(a) A maximum of four (4) graves will be assigned to any applicant except by permission of the Township Board.

(Ord. of 9-19-1978, § 15)

**SECTION 12-17 – REFUNDS**

Fees and refunds for grave assignments and opening and closing graves, and refunds in cases where application is made therefor shall be as the Township Board establishes from time to time by resolution.

(Ord. of 9-19-1978, § 16)

### SECTION 12-18 – VIOLATION A MUNICIPAL CIVIL INFRACTION

Any person violating this chapter is responsible for a municipal civil infraction, punishable as provided in CHAPTER 1 GENERAL PROVISIONS Sec. 1-11 General penalty, continuing violations, of the CODE OF ORDINANCES CHARTER TOWNSHIP OF GAINES, KENT COUNTY, MI.

(Ord. of 9-19-1978, § 17)

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The vote to adopt this Ordinance/ordinance amendment was as follows:

YEAS:

NAYS:

ABSENT/ABSTAIN:

THIS ORINDNANCE/ORDINANCE AMENDMENT IS DECLARD DULY ADOPTED AND SHALL BECOME EFFECTIVE UPON THE EXPIRATION OF SEVEN (7) DAYS AFTER THIS ORDINANCE/ORDINANCE AMENDMENT OR A SUMMARY THEREOF APPEARS IN THE NEWSPAPER AS PROVIDED BY LAW.

GAINES CHARTER TOWNSHIP

8555 Kalamazoo Avenue, SE
Caledonia, MI 49316

# GAINES CHARTER TOWNSHIP
# CEMETERY RULES/RESTRICTIONS

These rules/restrictions are effective __________, 2024.

The following rules and restrictions are intended to benefit all visitors and aid in the proper maintenance of the cemeteries.

| DESCRIPTION | ALLOWED | NOT ALLOWED |
|---|---|---|
| Annual Flowers | X | |
| Perennial Flowers | X | |
| Urns | X | |
| Metal Baskets | X | |
| Artificial Flowers | X | |
| Benches | X | |
| Decorative Wreaths (Dec.1st-Apr 1st only) | X | |
| Niche Adornment | X | |
| Glass Vases | | X |
| Solar Lights | | X |
| Decorative Flags | | X |
| Stuffed Animals (or other personal items) | | X |
| Trees/Shrubbery/Evergreens | | X |
| Fences/Railings/Edging | | X |
| Gravel/Brick/Stone/Woodchips/Marbel around headstone | | X |
| Landscaping Lights | | X |
| Stick signs/yard art (other than flowers) | | X |
| Decorations | Please see specifics on Page 2 | |

*Restrictions as follows:

- Limit of one (1) of the following per grave:
    - Shepherds hooks with hanging basket
    - Planter
    - Basket with flowers
    - Urn with flowers
    - Artificial Flowers in container
    - Annual or perennial flowers planted in front of headstone. Limited to 12" across the front and must be a minimum of two (2) inches from the grass
- Natural (not artificial) flowers are only permitted to be planted in front of the headstone. Plantings must be maintained and have at least a two (2) inch space between them and the grass.
- Artificial flowers are permitted but must be in a container and maintained.
- Niche adornments – Only suction cup attachments that do not infringe on adjoining niches may be used.
- No artificial ground cover is permitted. This includes marble stone, lava rock, woodchips, etc.
- No brick or stone borders may be used. No fencing, railing, or edging is permitted.
- All planters must be placed directly next to the headstone.
- Benches are allowed as an alternative to a headstone. The bench must be placed on an approved foundation that extends a minimum of six (6) inches beyond the perimeter of the bench.

***NOTE:***

*The Township reserves the right to remove any decorative item, planting, display, etc. that is not well maintained, or does not conform to these Rules and Regulations. Items removed will be placed to the east of the maintenance building.*

*Gaines Charter Township is not responsible for damage to headstones or decorative items placed around the headstone.*

GAINES CHARTER TOWNSHIP

**8555 Kalamazoo Avenue, SE**
**Caledonia, MI 49316**

## GAINES CHARTER TOWNSHIP
## CEMETERY PRICES

Listed below are the prices for lots and other services provided. These prices are effective __________, 2024.

For burial scheduling and plot purchases, please call the Gaines Charter Township Clerk's office at 616-698-7980. ***WE REQUEST THAT YOU SCHEDULE AN APPOINTMENT FOR PLOT PURCHASES***.

| PURCHASE | RESIDENT | NON-RESIDENT |
|---|---|---|
| **Single Plot** | $500 | $2,000 |
| **Niche** | $500 | $2,000 |
| **SERVICE** | | |
| **Grave Opening/Closing:** | | |
| Grave/Adult (over 4ft.) | $750 | $750 |
| Grave/Infant (up to 4 ft.) | $100 | $100 |
| Cremation | $200 | $200 |
| Disinterment | $600 | $600 |
| **Short Notice Burial (less than 36 hours)** | Additional $200 | Additional $200 |
| **Niche engraving fee** | $200 | $200 |
| **TRANSFER OF PLOT(S)** | | |
| Township will buy back unwanted plots | Buy back at original purchase price | Buy back at original purchase price |

**Allowance per grave site:**

- Up to four (4) cremations per grave (no casket)
- One (1) cremation and one (1) casket per grave
- One (1) adult casket and one (1) infant casket per grave

***Please note grave openings/closings are available Monday-Saturday Noon. An additional $100 fee applied after 12PM on Saturday. NO SUNDAY OR HOLIDAY BURIALS.***

November 5, 2024
1028

*Via Email: tracy.lawrence@gainestownship.org*

Tracy Lawrence
Water & Sewer Administrator
Gaines Charter Township
8555 Kalamazoo Avenue, SE
Caledonia, MI 49316

RE: Alexander Trails – 76th Street Watermain Improvements
Water/Sewer Development Contract Recommendation

Dear Tracy:

Enclosed is the Water/Sewer Development Contract for the Alexander Trails 76th Street watermain improvements project. The Water/Sewer Development Contract details the project which includes the extension of approximately 4,965 lineal feet of 16" watermain in the 76th Street ROW. No sanitary sewer improvements are included in this development contract.

The watermain improvements are eligible for oversizing payment in the amount of $223,821.75 based on the Alexander Trails development requiring a 12-inch diameter watermain for water service and fire protection & the Township requirement to oversize the watermain to a 16-inch diameter watermain to meet the future needs of this area of the Township. Exhibit C contains the details of the estimated oversizing payment and the final costs will be calculated based on installed quantities after the watermain is approved for use and is put into service.

The watermain improvements are also eligible for payback of Township connection fees (Availability Fees) if and when properties connect to new watermain improvements. The maximum payback that the Developer is eligible for is estimated to be $685,043.79 but is not guaranteed as the number of properties that may connect to the watermain is unknown. The payback provisions of the Water/Sewer Development Contract expire 10-years after the watermain is approved for use and is put into service.

In addition, the Township is requiring the installation of 24 water services to existing homes along 76th Street. A mix of 1-inch water services and 1 1/2 – inch water services are needed to provide services to the homes. Cost for water services are reimbursed by the Township and are estimated to be $43,926.10 for materials and installation. Further details regarding the water services are contained in Section XVI. of the proposed agreement.

We recommend that the Gaines Charter Township Board of Trustees authorize execution of the contract by the Township.

Thank you for your consideration in this matter. If you have any questions or concerns, please do not hesitate to call.

Sincerely,

VK Civil

Jeffrey M. Gritter, P.E.

JMG/nfb

Encl.

c. Rod Weersing, Township Manager

**WATER AND/OR SEWER**
**DEVELOPMENT CONTRACT**

**CONTRACT FACE PAGES**

I. **PARTIES**

A. **DEVELOPER** (the "**Developer**"):

Signature Land Development Corp., LLC
Name

1188 E. Paris Ave SE: Ste 100, Grand Rapids, MI 49546
Address

Limited Liability Company
Type of legal entity, i.e. corporation, partnership, limited liability Company, individual, etc.

B. **CHARTER TOWNSHIP OF GAINES** (the "**Township**"), whose address is: 8555 Kalamazoo Avenue, S.E., Caledonia, MI 49316

II. **DESCRIPTION OF DEVELOPER'S DEVELOPMENT** (the "**Development**"). 76$^{th}$ Street Watermain (Alexander Trails Phase 1) will include construction of 4,965 lineal feet of 16" Watermain within the 76$^{th}$ Street Right-of-Way.

III. **DESCRIPTION OF WATER AND/OR SEWER EXTENSIONS/IMPROVEMENTS TO BE CONSTRUCTED BY DEVELOPER IN ACCORDANCE WITH THIS DEVELOPMENT CONTRACT** (the "**Project**"). 4,965 Linear feet of 16" ductile iron watermain along the north side of 76$^{th}$ Street, from existing 16" watermain in 76$^{th}$ Street at 300 feet East of Crystal View Dr to the East to the entrance (Parsley Drive) of Alexander Trails off of 76$^{th}$ Street.

**Note: A map showing the location of the Development and the Project, which separately identifies the water and/or sewer extensions/improvements, must be attached to this Development Contract.**

IV. **PROJECT COMPLETION DATE** (the "**Completion Date**"): 12/31/2024

V. **IRREVOCABLE LETTER OF CREDIT**

A. Required prior to commencement of construction:

YES ___________ NO X

B. Amount of letter of credit: $ N/A

## VI. WATER AVAILABILITY FEE

A. Basis of Water Availability: N/a - the Developer is constructing the watermain along 76th Street to serve the Alexander Trails development. The Availability Fee for the Developer's properties along 76th Street that are included in the Alexander Trails Development is satisfied by the extension of the watermain described in section III.

B. Amount of Water Availability Fee: $ N/a

C. Payment Terms: N/a

## VII. WATER TRUNKAGE FEE

A. Basis of Water Trunkage Fee: N/a

B. Amount of Water Trunkage Fee: N/a

C. Payment Terms: N/a

## VIII. WATERMAIN PAYBACK ARRANGEMENTS

A. Basis of Payback Arrangements for Watermain: The developer is constructing approximately 4,965 feet of 16-inch watermain along 76th Street. The watermain is eligible for payback along the north and south sides of 76th Street except for parcels 41-22-10-300-019 and 41-22-10-300-009 which are owned by the developer, PM2017 Land Investments, LLC. The watermain, once constructed, will be available for connection and use by adjacent property owners.

B. Maximum Amount of Watermain Payback Payments to the Developer: Estimated to be **$685,043.79** which is the cost of an equivalent 8" watermain for the above described 4,965 feet of proposed watermain. The actual maximum amount eligible to be paid to the Developer will be based on the competitively bid unit prices for watermain construction, measured and installed quantities, plus 15% for engineering and administration. Water services installed as a part of the project by the Developer are not included in the payback. *See Section XVI for further information regarding water services. **See Exhibit B for watermain payback estimate.

C. Payment Terms: The Township agrees to remit to the Developer the Township water availability fees that are imposed under the Township Water & Sewer Ordinance and collected as connections are made to the watermain described in this Agreement for the 10 years after the final acceptance of the watermain by the Township and Byron-Gaines Utility Authority. Water Availability Fees collected shall be remitted to the Developer annually on or around January 1st except in the final year of the payback in which fees so collected shall be remitted within 30 days after the end date of this agreement. The Township agrees to use the standard

Township procedures in collection of availability fees but does not guarantee either the number of parcels that may actually connect nor the amount of availability fees that may be collected during the payback period.

D. Expiration Date of Payback Arrangements: 10 years after date of final acceptance. (final acceptance of the watermain will be approximately December 31, 2024.

E. The Developer acknowledges that the obligation of the Township to make payback payments is contingent upon future events (i.e., water and/or sewer connections) which are not within the control of the Township and therefore the Developer further acknowledges that the amount and frequency of payback payments is not guaranteed by the Township.

## IX. PAYMENT TO THE DEVELOPER FOR OVERSIZING WATERMAIN

A. Basis of Oversizing Payment for Watermain: Oversizing payment is based on the cost difference between constructing a 16-inch watermain versus the cost of constructing a 12-inch watermain. The Township is requiring the proposed watermain to be oversized to 16-inch and the Alexander Trails project requires 12-inch watermain to adequately serve the project under fire flow conditions.

B. Amount of Oversizing Payment to the Developer: Watermain oversizing is estimated to be **$223,821.75**. The actual amount will be based on the bid unit prices for 16-inch watermain, the estimated unit prices of 12-inch watermain and the record plan measurements of installed quantities. **See Exhibit C.

C. Payment Terms: A written request shall be made by the Developer's engineer after the watermain has been installed and approved for use. The request will be reviewed by the Township engineer, and a recommendation will be made for the payment amount. The request shall be accompanied by a tabulation of installed quantities and as-built record plans.

**Note: The payment for oversizing may be funded jointly by the Township of Byron and the Charter Township of Gaines in accordance with a separate cost sharing agreement between the Townships.**

## X. SEWER AVAILABILITY FEE

A. Basis of Sewer Availability Fee: N/a

B. Amount of Sewer Availability Fee: $ N/a

C. Payment Terms: N/a

XI. **SEWER TRUNKAGE FEE**

A. Basis of Sewer Trunkage Fee: N/a

B. Amount of Sewer Trunkage Fee: $ N/a

C. Payment Terms: N/a

XII. **SANITARY SEWER PAYBACK ARRANGEMENTS**

A. Basis of Payback Arrangements for Sanitary Sewer: N/A

B. Maximum Amount of Sanitary Sewer Payback Payments to the Developer: N/a

C. Payment Terms: N/a

D. Expiration Date of Payback Arrangements: N/a

E. The Developer acknowledges that the obligation of the Township to make payback payments is contingent upon future events (i.e., water and/or sewer connections) which are not within the control of the Township and therefore the Developer further acknowledges that the amount and frequency of payback payments is not guaranteed by the Township.

XIII. **PAYMENT TO THE DEVELOPER FOR OVERSIZING SANITARY SEWER**

A. Basis of Oversizing Payment for Sanitary Sewer: N/a

B. Amount of Oversizing Payment to the Developer: $ N/a

C. Payment Terms: N/a

**Note: The payment for oversizing may be funded jointly by the Township of Byron and the Charter Township of Gaines in accordance with a separate cost sharing agreement between the Townships.**

XIV. **PAYMENT OF PROJECT COSTS**

Subject to oversizing payments as summarized above, if any, the Developer shall pay all costs of the Project, including without limitation all costs related to construction of the public water main and/or public sewer main, water services, sewer laterals and related improvements and appurtenances, the cost of acquiring necessary interests in land and right of ways, engineering, restoration and replacement, the cost of connecting the Project to the existing water or sewer system, the cost of connecting the Development to the Project and the Permit, Plan Review and Construction Inspection Costs identified in XV below.

XV. **PERMIT, PLAN REVIEW, AND CONSTRUCTION INSPECTION COSTS**:

In addition to the payment of Project costs and applicable availability fees, trunkage fees and all other rates, charges and costs imposed by applicable Township ordinance, the Developer shall reimburse the Township for costs of (a) sanitary sewer and watermain construction permit submittals, (b) Township Engineer and staff review of plans, and (c) construction inspection performed by the Township or the Township's duly authorized representatives.

XVI. **MISCELLANEOUS**

The Township has requested the installation of 1" water services to 18 homes along 76th Street and the installation of 1 ½" water services to 6 homes along 76th Street. The Township agrees to reimburse the Developer for the cost of installing the water services to the existing homes. The water services are estimated to cost $12,991.10 for 1" copper and $14,220.00 for the 1" corporation stop, curb stop, and curb stop box. The 1 ½" water services are estimated to cost $4,515.00 for the 1 ½" copper and $8,220.00 for the 1 ½" corporation stop, curb stop, and curb stop box. Some water services are being extended to homes south of 76th Street and will be directionally bored and are estimated to cost $12,200.00.

A written request shall be made by the Developer's engineer after the water services have been installed and approved for use. The request will be reviewed by the Township engineer, and a recommendation will be made for the payment amount. The request shall be accompanied by a tabulation of installed quantities and as-built record plans.

XVII. **AGREEMENT OF THE PARTIES**:

In consideration of the mutual covenants and agreements contained in the attached Contract Terms, the parties mutually agree that the Developer will acquire and construct the Project at Developer's sole expense, that after completion of the Project ownership of the Project shall be transferred by the Developer to the Township in accordance with the Contract Terms, and that all aspects of the acquisition, construction, completion, and transfer of the Project shall be governed by the Contract Terms, attached hereto.

IN WITNESS WHEREOF, the parties have executed this Contract.

| | |
|---|---|
| Witnesses: | DEVELOPER: |
| (1) ______________________________ | By: ________________________________________ |
| | Its: __________________________________ |
| (2) ______________________________ | By: ________________________________________ |
| | Its: __________________________________ |
| | Dated: _______________________________, 20___ |
| Witnesses: | CHARTER TOWNSHIP OF GAINES: |
| (1) ______________________________ | By: ________________________________________ |
| | Its: Supervisor |
| (2) ______________________________ | By: ________________________________________ |
| | Its: Clerk |
| | Dated: _______________________________, 20___ |

**WATER AND/OR SEWER**
**DEVELOPMENT CONTRACT**

**CONTRACT TERMS**

Section 1. **PRECONSTRUCTION MATTERS**. Before commencing construction of the Project, the Developer shall complete all of the following:

(a) Obtain all necessary permits for the installation and construction of the Project from all state and county agencies having jurisdiction and all necessary permission to work in the public right-of-way from the Township, County Road Commission, Michigan Department of Transportation, and other public bodies.

(b) Submit to the Township for approval detailed plans and specifications for the Project prepared by a professional engineer licensed in Michigan. The plans and specifications are to be provided in a format acceptable to the Township. Construction of the Project shall not commence unless and until the Township reviews and approves these plans and specifications in writing. As part of the approval of the plans and specifications, the Township Engineer shall determine the location of the public water main or public sewer, and approve the construction methods and materials used in the construction, including in the case of a public water main extension, the installation of fire hydrant markers. The extension shall cover the entire road or public right of way frontage of the Development to be served by the extension. If the Township requests changes in the plans and specifications for the Project, the Developer agrees to make such changes as shall be requested by the Township provided, however, the Township shall not withhold its approval of the plans and specifications unreasonably and, further, that if Township requirements with respect to the plans and specifications are in conflict with those of the state or any county agency having jurisdiction, the requirements of the state or county agency shall control. The fact that the Township may require higher quality materials or better construction practices than a state or county agency shall not be deemed a conflict and Township requirements shall control. The plans and specifications shall provide for complete restoration to original condition of all paved street surfaces and bicycle paths as well as replacement of all driveways and landscaping disturbed or damaged in the course of the construction of the Project;

(c) Submit to the Township the names of the proposed general contractor and all subcontractors who will be constructing and completing the Project on behalf of the Developer. Construction of the Project shall not commence unless and until the Township has approved in writing the Developer’s general contractor and all subcontractors, such approval not to be withheld unreasonably. On request, the Developer shall submit to the Township such additional information concerning the Developer’s proposed contractors as the Township shall reasonably request;

(d) Submit to the Township a copy of a proposed written contract between the Developer and its general contractor. The Developer may remove from this contract price information. This contract shall not be signed until approved in writing by the Township. A copy of the final signed contract shall be provided to the Township. This contract shall contain the following provisions: “The construction project to be completed pursuant to this contract shall be completed in all respects in accordance with the Township's Specifications or the Byron-Gaines

Utility Authority Standard Construction Specifications and all revisions thereof (together, the "Specifications"), and all terms and provisions of this contract and all plans and specifications and other documentation incorporated by reference in this contract or applicable to the construction project provided for in this contract shall be subordinate to the provisions of the Specifications. The Township of Byron shall be deemed to be a third party beneficiary of this construction contract and all provisions of the construction contract in favor of the owner and/or the Charter Township of Gaines may be enforced by the Township of Byron; however, the Township of Byron shall not be obligated to enforce any such provisions;" and

(e) Transfer, in consideration of this Development Contract, to the Charter Township of Gaines and the Township of Byron, jointly (together, the "Townships"), all easements required to construct the Project. All easements shall be in such form and substance as shall be required by the Township. All easements shall be perpetual and shall be at least as wide as required by the Township but no less than twenty (20) feet in width in any event. The Developer shall provide to the Township such proof of title and other title documentation as the Township shall reasonably require in order to verify that the Township is receiving good title to all easements being transferred to the Township by the Developer.

Section 2. **PROJECT CONSTRUCTION**. The Developer shall cause the Project to be constructed in accordance with the approved plans and specifications in a good and workmanlike manner and so as to meet all quality standards and tests which would apply and be conducted if the Township itself constructed and acquired the Project. During construction of the Project, the Township shall have the right, at the cost of the Developer, to undertake with Township employees or third party contractors such inspection of the Project as the Township shall deem appropriate. No change order shall be issued with respect to the approved plans and specifications without prior written approval of the Township, such approval not to be withheld unreasonably.

Section 3. **DEWATERING**. If the Project requires dewatering, the Developer agrees that the Developer alone, at the Developer's sole cost, is responsible for any negative impact caused by Project dewatering including, but without limitation, the drying of lakes, streams, or ponds or the quantity, quality and taste of the well water supply of any lands. No Project shall be transferred to the Township, and the Township will not approve any Project or accept ownership thereof, unless and until the Township is satisfied that all negative impact to well water supplies, or bodies of water, caused by the Project have been fully and satisfactorily corrected. The Township may require written documentation from the owner of lands whose well water supply, or body of water, has been affected by Project dewatering that such land owner is satisfied with his/her/their well water supply, or body of water, if the lands have not been connected to the public water system. In the event of a disagreement between the Township and the Developer as to whether a particular well or body of water has been adversely affected by the Project, the Township's engineer shall make a written determination and this determination shall be final and binding on the Township and the Developer.

Section 4. **COMPLETION OF THE PROJECT**. The Project shall be completed and made available to the Township for final inspection and approval no later than the Completion Date. Upon completion of the Project and after final inspection and written approval by the Township, such approval not to be withheld unreasonably, the Project shall be transferred by the Developer, in consideration of this Development Contract, to the Charter Township of Gaines and the Township of Byron, jointly, (together the "Townships") pursuant to the Townships standard form Warranty Bill of Sale.

The Township shall not be obligated to approve the Project or accept ownership thereof unless and until the Township is satisfied the Project has been constructed in accordance with the approved plans and specifications and in a good and workmanlike manner and, further, that the Project meets all quality standards and tests which would apply and be conducted if the Township itself acquired and constructed the Project. In addition, the Township shall not be obligated to approve the Project and accept ownership thereof unless and until all of the restoration has been fully completed.

Prior to approval of the Project and acceptance of ownership thereof, the Township shall receive from the Developer such waivers of lien, affidavits and other documentation as the Township shall reasonably deem necessary to be assured that all contractor(s) and all pipe, equipment and other suppliers in connection with the Project have been paid in full and that there are no liens or other unpaid obligations outstanding with respect to the Project.

The Township also reserves the right to require, prior to approval of the Township and acceptance of ownership thereof and at the cost of the Developer, a written opinion from the Developer's consulting engineer that the Project has been constructed and completed in accordance with the approved plans and specifications.

If the Contract Face Pages require that the Developer provide an irrevocable letter of credit prior to commencement of construction in order to guarantee completion of the Project by the Completion Date, this irrevocable letter of credit shall be issued by a bank having an office in Kent County in favor of the Township in the amount shown on the Contract Face Pages. The letter of credit to be provided shall be in such form and with such provisions as the Township shall reasonably require.

The Project shall not be connected to the Township's sewer and/or water systems unless and until the Township has completed its final inspection and approved the Project in writing. If the Developer desires to connect the Project to the water and/or sewer systems in advance of this final inspection and written approval, the Developer shall provide to the Township an irrevocable letter of credit issued by a bank having an office in Kent County in favor of the Township in such amount as the Township shall reasonably determine is necessary to pay all costs and expenses related to completing the Project. The letter of credit to be provided shall be in such form and with such provisions as the Township shall reasonably require.

No portion of the Development shall be connected to the Project until the Project has been approved by the Township and the ownership of the Project has been dedicated and conveyed jointly to the Charter Township of Gaines and the Township of Byron in the manner provided by these Contract Terms.

The Developer shall cooperate with the Township at all times, whether before or after the conveyance of the Project to the Township, and to the fullest extent with all Project contract and warranty claims deemed necessary by the Township to be made or filed against the Developer's contractor.

If the Project is not completed by the Completion Date, the Township shall have the right to complete the Project at the Developer’s expense and to pay the full cost of such completion by making a draw or draws against the Developer’s letter of credit. The Developer shall reimburse the Township for all costs incurred in completing the Project including, but without limitation, engineering, third party contractors and the charges of Township personnel necessary to supervise the completion of the Project. To the extent the Township costs to complete the Project are not fully paid by a draw or draws on a letter of credit, the Developer shall pay such amounts to the Township on demand. Amounts not paid on demand shall bear interest at a rate of 1% per month or fraction of a month that the amount remains unpaid.

Section 5. **INSURANCE**. Beginning as and when construction of the Project is commenced, and continuing at all times while the Project or any part thereof is under construction, the Developer and/or its contractor(s) shall continuously carry and maintain the same insurance coverage which is routinely required by the Township with respect to the construction of its own water and sewer projects. The Charter Township of Gaines, the Township of Byron and their respective Township Board members, officers, agents, employees and Township engineers (together, the “Additional Insured’s”) shall all be named as additional insured under such insurance, and such insurance shall also provide that it is the primary source of coverage for all such parties named as additional insured’s with respect to the Project and the acts of omission of the Developer and its contractor(s) related thereto.

Certificate(s) evidencing the acquisition of all insurance required by this section and that such insurance is in full force and effect shall be deposited with the Township before construction of the Project is commenced. The Developer shall furnish, or cause to be furnished, upon request of the Township, certified copies of all policies required pursuant to this section as well as all amendments and renewals. All insurance policies required pursuant to this section shall contain a provision that they are non-cancelable and not subject to material modification by the insurer except upon 30 days’ prior written notice to the Township. At least 30 days prior to the expiration or cancellation of any such insurance policy, there shall be furnished to the Township evidence satisfactory to it that the policy has been renewed or replaced by another policy. Construction of the Project shall not commence unless and until the Township has approved the insurance required to be provided by the Developer and its contractor(s) pursuant to this section in writing, such approval not be withheld unreasonably.

With respect to the Project, the Developer agrees to indemnify the Townships and all of the other Additional Insured’s named in the first paragraph of this section, from and against any and all claims, costs, actions, causes of action, liability, judgments, losses, or expenses (including reasonable attorney’s fees and other expense of defense) resulting from or caused by the acts or omissions of Developer or its contractor(s) in acquiring, constructing and completing the Project or with respect to the legal title to the Project, including all necessary easements, rights of way and interests in land required for the Project.

Section 6. **CONNECTION CHARGES/RATES**. The Developer shall pay all availability fees and trunkage fees in the amounts and in the manner set forth on the Contract Face Pages. The Developer shall pay all rates and charges imposed by the Township pursuant to the applicable rate ordinance or rate resolution with respect to the Project on such terms and provisions as are provided in that rate ordinance or rate resolution. The Township shall be entitled to establish such water rates and/or sewer usage rates as the Township deems appropriate. The Developer will reimburse the Township for the costs of sanitary sewer and watermain construction permit submittals, Township Engineer and staff review of plans, and construction inspection performed by the Township or the Township's duly authorized representative. The fact the Developer has installed the Project at its expense shall not excuse the Developer or any party owning or utilizing lands and premises within the Development served by the Project or any part thereof from being obligated to pay water and sewer rates and charges or any other charges levied by the Township generally against water and/or sanitary sewer customers.

Section 7. **TOWNSHIPS' UTILIZATION OF THE PROJECT**. As and when the Project has been transferred to the Townships pursuant to the Warranty Bill of Sale referred to in Section 4 above, the Project shall become part of the Townships' water and/or sewer system, as the case may be, and may be utilized by the Townships in such manner as the Townships utilize other portions of their water and sewer systems. Without limiting the generality of the preceding sentence, the Townships may connect other water and/or sewer customers to the Project and may also connect water and/or sewer extensions to the Project and connect additional customers to those extensions, all without any obligation to make any payment or reimbursement to the Developer on account of the Developer having constructed the Project at the Developer's expense, unless there is a written agreement to the contrary set forth in the Contract Face Pages or otherwise.

Section 8. **ZONING AND OTHER APPROVALS**. Approval and execution of this Development Contract by the Township does not constitute or imply that the Developer has received or will receive from the Township or any other applicable governmental entity any or all land use, zoning and/or any other approvals from the Township which are required for or applicable to the Development under applicable Township ordinance or law and the Township makes no guarantee to the Developer that any of such approvals will be granted by the Township. The Developer at Developer's sole risk and expense is required to obtain from the Township or other applicable governmental entity all such applicable land use, zoning and/or other approvals for the Development before proceeding with the construction of the Project.

Section 9. **THIRD PARTY BENEFICIARY**. In consideration of the joint ownership by the Townships of the sanitary sewer and water systems located in the Township, the Township of Byron shall be a third-party beneficiary of this Development Contract and entitled to enforce the terms hereof in accordance with applicable law.

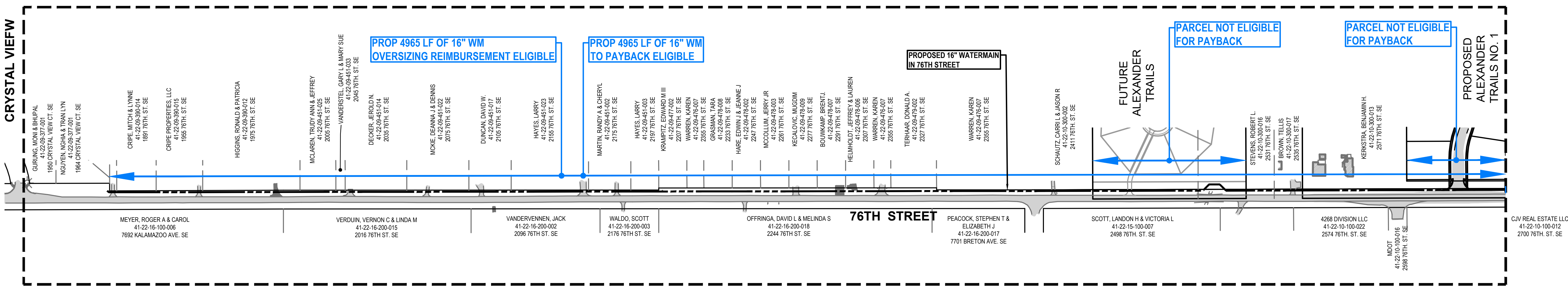
Section 10. **DEFINED TERMS**. All capitalized terms not otherwise defined in these Contract Terms shall have the meanings assigned thereto in the Contract Face Pages.

Section 11. **MISCELLANEOUS**. Neither this Contract nor any rights under it may be assigned nor may any duty be delegated without the prior written consent of the non-assigning or non-delegating party. Any attempt to assign or delegate rights or duties without prior written consent shall be void. This Contract shall inure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.

All notices and other documents to be served and transmitted hereunder shall be in writing and addressed to the respective parties hereto at the addresses stated on the Contract Face Pages or such other address or addresses as shall be specified by the parties hereto from time to time and may be served or transmitted in person or by ordinary or certified mail properly addressed with sufficient postage. This is an integrated contract. It contains the full understanding of the parties and supersedes all other understandings, agreements or conditions, written or oral, regarding the subject matter of this Contract. This Contract has been executed in the State of Michigan and shall be governed by Michigan law, except as to matters pertaining to choice of law. The waiver by any party hereto of a breach or violation of any provision of this Contract shall not be a waiver of any subsequent breach of the same or any other provision of this Contract. If any section or provision of this Contract is unenforceable for any reason, the unenforceability thereof shall not impair the remainder of this Contract, which shall remain in full force and effect. It is contemplated that this Contract will be executed in multiple counterparts, all of which together shall be deemed to be one contract. The captions in this Contract are for convenience only and shall not be considered as part of this Contract or in any way to amplify or modify the terms and provisions hereof. This Contract shall be enforceable only by the parties hereto and their successors in interest by virtue of an assignment which is not prohibited under the terms of this Contract and, with the exception of specified third party beneficiaries, no other person shall have the right to enforce any of the provisions contained herein. No amendment, modification or waiver shall be effective unless in writing and signed by both parties. All rights and remedies set forth in this Contract are cumulative and are in addition to any other legal or equitable rights and remedies.

**[END OF CONTRACT TERMS]**

## 76TH STREET WATERMAIN EXTENSION - ALEXANDER TRAILS




| | |
|---|---|
| **76TH STREET WATERMAIN EXTENSION** | NORTH |
| EXHIBIT "~~B~~" "A" | NEDERVELD |
| GAINES TOWNSHIP, KENT COUNTY, MI | www.nederveld.com • 800.222.1868 |
| DRAWN BY: DWD | PRJ NO: 17400405 |
| CHECKED BY: RJB DATE: 08.15.2024 | 1 OF 1 |

Grand Rapids
217 Grandville Ave., Suite 302
Grand Rapids, MI 49503
Ann Arbor, Chicago, Columbus, Holland, Indianapolis, St. Louis

NEDERVELD

**August 17, 2024 - Revised November 5, 2024**

**76th Street Watermain Extension**

**Exhibit B - Page 1 of 1**

| | WATERMAIN FRONTAGE PAYBACK EXHIBIT | QUANTITY | UNIT | UNIT PRICE | AMOUNT |
|---|---|---|---|---|---|
| 1. | 8" Ductile Iron (Class 53) Watermain including pressure testing, chlorination and sampling as required by governing agency. Trench spoils - see note 2 below | 4,965 | L.F. | 75.00 | $372,375.00 |
| 2. | 8" Valve and Box | 5 | Each | 2,000.00 | $10,000.00 |
| 4. | 5" Hydrant | 11 | Each | 4,130.00 | $45,430.00 |
| 5. | 6" Valve and Box | 10 | Each | 1,580.00 | $15,800.00 |
| 6. | 8" x 8" x 6" Tee | 10 | Each | 650.00 | $6,500.00 |
| 7. | 6" 90 Deg bend | 10 | Each | 465.00 | $4,650.00 |
| 8. | 8" x 8" x 8" Tee | 3 | Each | 750.00 | $2,250.00 |
| 9. | Remove 16" Plug | 1 | Each | 200.00 | $200.00 |
| 10. | 8" bend | 9 | Each | 530.00 | $4,770.00 |
| 12. | 8" x 6" Reducer | 1 | Each | 430.00 | $430.00 |
| 13. | 8" Sleeve | 1 | Each | 530.00 | $530.00 |
| 14. | 8" Plug | 3 | Each | 400.00 | $1,200.00 |
| 15. | Culverts at Hydrants | 8 | Each | 560.00 | $4,480.00 |
| 16. | 1" Copper water service | 175 | L.F. | 0.00 | $0.00 |
| 16. | 1" Corp, curb stop and box | 22 | Each | 0.00 | $0.00 |
| 17. | 8"-12" cobbles 18" min depth | 12 | C.Y. | 230.00 | $2,760.00 |
| 18. | Tree & brush removal | 1 | Lsum | 10,100.00 | $10,100.00 |
| 19. | Remove and Replace Existing Bituminous Driveways | 10 | Each | 4,345.00 | $43,450.00 |
| 20. | Remove and Replace Existing Concrete Driveways | 3 | Each | 2,600.00 | $7,800.00 |
| 21. | Remove and Replace Existing Gravel Driveways | 7 | Each | 525.00 | $3,675.00 |
| 22. | Traffic Control and Signage | 1 | Each | 15,350.00 | $15,350.00 |
| 23. | Restore slopes/topsoil, seed and hydromulch all disturbed areas along 76th St. | 4,965 | L.F. | 8.85 | $43,940.25 |
| **Sub-Total for Watermain Payback** | | | | | **$595,690.25** |
| | Engineering and Administration | | 15% | | **$89,353.54** |
| **Total for 76th Street Watermain Payback** | | | | | **$685,043.79** |

**August 17, 2024**

**76th Street Watermain Extension**

**Exhibit C - Page 1 of 2**

| WATERMAIN OVERSIZING ITEMS 16" TO 12" | QUANTITY | UNIT | UNIT PRICE | AMOUNT | PROP 12" UNIT PRICE | PROP 12" AMOUNT | AMOUNT |
|---|---|---|---|---|---|---|---|
| 1. 16" Ductile Iron (Class 53) Watermain including pressure testing, chlorination and sampling as required by governing agency. Trench spoils - see note 2 below | 4,965 | L.F. | 167.95 | $833,871.75 | 131.00 | $650,415.00 | $183,456.75 |
| 2. 16" Valve and Box | 3 | Each | 9,910.00 | $29,730.00 | 3,595.00 | $10,785.00 | $18,945.00 |
| 3. 12" Valve and Box | 2 | Each | 3,595.00 | $7,190.00 | 3,595.00 | $7,190.00 | $0.00 |
| 4. 5" Hydrant | 11 | Each | 4,130.00 | $45,430.00 | 4,130.00 | $45,430.00 | $0.00 |
| 5. 6" Valve and Box | 10 | Each | 1,580.00 | $15,800.00 | 1,580.00 | $15,800.00 | $0.00 |
| 6. 16" x 16" x 6" Tee | 10 | Each | 2,295.00 | $22,950.00 | 1,300.00 | $13,000.00 | $9,950.00 |
| 7. 6" 90 Deg bend | 10 | Each | 465.00 | $4,650.00 | 465.00 | $4,650.00 | $0.00 |
| 8. 16" x 16" x 12" Tee | 3 | Each | 2,765.00 | $8,295.00 | 1,400.00 | $4,200.00 | $4,095.00 |
| 9. Remove 16" Plug | 1 | Each | 200.00 | $200.00 | 200.00 | $200.00 | $0.00 |

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| 10. 16" 45 Deg bend | 8 | Each | 1,935.00 | $15,480.00 | 1,200.00 | $9,600.00 | $5,880.00 |
| 11. 16" 22 1/2 Deg bend | 1 | Each | 1,890.00 | $1,890.00 | 1,200.00 | $1,200.00 | $690.00 |
| 12. 16" x 6" Reducer | 1 | Each | 1,300.00 | $1,300.00 | 1,115.00 | $1,115.00 | $185.00 |
| 13. 16" Sleeve | 1 | Each | 1,820.00 | $1,820.00 | 1,200.00 | $1,200.00 | $620.00 |
| 14. 12" Plug | 3 | Each | 630.00 | $1,890.00 | 630.00 | $1,890.00 | $0.00 |
| 15. Culverts at Hydrants | 8 | Each | 560.00 | $4,480.00 | 560.00 | $4,480.00 | $0.00 |
| 16. 1" Copper water service | 175 | L.F. | 39.85 | $6,973.75 | 39.85 | $6,973.75 | $0.00 |
| 16. 1" Corp, curb stop and box | 22 | Each | 790.00 | $17,380.00 | 790.00 | $17,380.00 | $0.00 |
| 17. 8"-12" cobbles 18" min depth | 12 | C.Y. | 230.00 | $2,760.00 | 230.00 | $2,760.00 | $0.00 |
| 18. Tree & brush removal | 1 | Lsum | 10,100.00 | $10,100.00 | 10,100.00 | $10,100.00 | $0.00 |
| 19. Remove and Replace Existing Bituminous Driveways | 10 | Each | 4,345.00 | $43,450.00 | 4,345.00 | $43,450.00 | $0.00 |
| 20. Remove and Replace Existing Concrete Driveways | 3 | Each | 2,600.00 | $7,800.00 | 2,600.00 | $7,800.00 | $0.00 |
| 21. Remove and Replace Existing Gravel Driveways | 7 | Each | 525.00 | $3,675.00 | 525.00 | $3,675.00 | $0.00 |
| 22. Traffic Control and Signage | 1 | Each | 15,350.00 | $15,350.00 | 15,350.00 | $15,350.00 | $0.00 |
| 23. Restore slopes/topsoil, seed and hydromulch all disturbed areas along 76th St. | 4,965 | L.F. | 8.85 | $43,940.25 | 8.85 | $43,940.25 | $0.00 |
| **Total for Watermain Oversizing** | | | | **$1,146,405.75** | | **$922,584.00** | **$223,821.75** |

Vriesman
& Korhorn

November 5, 2024
1251

*Via Email:* *tracy.lawrence@gainestownship.org*

Tracy Lawrence
Water & Sewer Administrator
Gaines Charter Township
8555 Kalamazoo Avenue, SE
Caledonia, MI 49316

RE: Prairie Wolf Station – Contract #1 – Offsite Watermain Improvements
Revision #2 – Water Services

Dear Tracy:

The watermain extension along 92nd Street and Kalamazoo Avenue has made public water available to 22 existing homes. Initially it was thought that 1-inch services would be adequate to provide service to the homes. However, after reviewing available pressure and distance from the watermain we recommended changes to the water service sizes to make sure these homes would have adequate flow and pressure. The water services were redesigned to a mix of 1 ½" and 2" water services.

We recommend that Section XVI. of the Water/Sewer Development contract be amended to reflect these changes in cost. The total expense of these water services will be $88,206.00 which is an increase from $47,200.00 that was originally estimated.

We recommend that the Gaines Charter Township Board of Trustees authorize this amendment for the water services and execution of the amended contract by the Township.

Thank you for your consideration in this matter. If you have any questions or concerns, please do not hesitate to call.

Sincerely,

VK Civil

Jeffrey M. Gritter, P.E.

JMG/nfb

c. Rod Weersing, Township Manager

**WATER AND/OR SEWER**
**DEVELOPMENT CONTRACT**

**CONTRACT FACE PAGES**

I. **PARTIES**

A. **DEVELOPER** (the "**Developer**"):

American Kendall Properties, LLC
Name

3600 Woodview Trace, Suite 130, Indianapolis, IN, 49268
Address

Limited Liability Company
Type of legal entity, i.e. corporation, partnership, limited liability Company, individual, etc.

B. **CHARTER TOWNSHIP OF GAINES** (the "**Township**"),
whose address is: 8555 Kalamazoo Avenue, S.E., Caledonia, MI 49316

II. **DESCRIPTION OF DEVELOPER'S DEVELOPMENT** (the "**Development**").

Prairie Wolf Station will be a mixed-use development on approximately 82.0 acres on the southeast corner of the intersection of 84th Street and Kalamazoo Avenue. The development will consist of 127 single family homes (127 dwelling units), 36 condominium units (36 dwelling units), 11 Townhome buildings with 44 dwelling units, 8 Haven apartment buildings with 116 dwelling units, 9 Parkway Flats apartment buildings with 91 dwelling units, 11 Canal Flats apartment buildings with 67 dwelling units, and 34 dwelling units over retail for a total of 515 dwelling units. Six commercial/office/retail buildings consisting of approximately 20,800 sqft, 1 Senior Living building with 110 senior living units, and two future commercial lots with undetermined building sizes. For additional details Exhibit B of the consent judgement should be referenced.

III. **DESCRIPTION OF WATER AND/OR SEWER EXTENSIONS/IMPROVEMENTS TO BE CONSTRUCTED BY DEVELOPER IN ACCORDANCE WITH THIS DEVELOPMENT CONTRACT** (the "**Project**").

The project will include construction of 458 lineal feet of 20" ductile iron watermain in Eastern Avenue ROW, 37 lineal feet of 16" ductile iron watermain in Eastern Avenue ROW north of 92nd Street, 5,363 lineal feet of 20" ductile iron watermain in 92nd Street ROW from Eastern Avenue to Kalamazoo Avenue, 4,468 lineal feet of 16" ductile iron watermain in Kalamazoo Avenue ROW from 92nd Street to the entrance driveway of Gaines Charter Township, 700 lineal feet of 18" HDPE watermain in the Kalamazoo Avenue ROW, and 80 lineal feet of 16" ductile iron watermain north of the entrance drive to Gaines Charter Township in the Kalamazoo Avenue ROW.

**Note: A map showing the location of the Development and the Project, which separately identifies the water and/or sewer extensions/improvements, must be attached to this Development Contract.**

IV. **PROJECT COMPLETION DATE** (the "**Completion Date**"): November 15, 2024

V. **IRREVOCABLE LETTER OF CREDIT**

A. Required prior to commencement of construction:

YES ______ NO X

B. Amount of letter of credit: $ N/A

VI. **WATER AVAILABILITY FEE**

A. Basis of Water Availability: N/A – Developer is extending watermain from the existing "1020 District" watermain located just south of the intersection of 92nd Street and Eastern Avenue. The extension will go north along Eastern Avenue, east along 92nd Street, and north along Kalamazoo Avenue to provide public water service to the Project known as Prairie Wolf Station; the property owned by the Developer at 8460 Kalamazoo Avenue, PPN: 41-22-21-100-011. The Availability Fee for the properties along Kalamazoo is satisfied by the extension of watermain described in section III.

B. Amount of Water Availability Fee: $ N/A

C. Payment Terms: N/A

VII. **WATER TRUNKAGE FEE**

A. Basis of Water Trunkage Fee: N/A

B. Amount of Water Trunkage Fee: $ N/A

C. Payment Terms: N/A

VIII. **WATERMAIN PAYBACK ARRANGEMENTS**

A. Basis of Payback Arrangements for Watermain: The developer is constructing approximately 5,858 feet of 20-inch & 16-inch watermain in the Eastern Avenue ROW and 92nd Street ROW and approximately 5,168 feet of 16-inch watermain in the Kalamazoo Avenue ROW. The watermain is eligible for payback along both sides of said roadways except for parcel 41-22-21-100-011 which is owned by the developer, American Kendall Properties LLC. The watermain, once constructed, will be available for connection and use by adjacent property owners.

B. Maximum Amount of Watermain Payback Payments to the Developer: Estimated to be **$1,497,540.74** which is the cost of an equivalent 8" watermain for the above described 11,130 feet of proposed watermain. The actual maximum amount eligible to be paid to the Developer will be based on the competitively bid unit prices for watermain construction, measured and installed quantities, plus 15% for engineering and administration. Water services installed as a part of the project by the Developer are not included in the payback. *See Section XVI for further information regarding water services. **See Exhibit B for watermain payback estimate.

C. Payment Terms: The Township agrees to remit to the Developer the township water availability fees that are imposed under the Township Water & Sewer Ordinance and collected as connections are made to the watermain described in this Agreement for the 10 years after the final acceptance of the watermain by the Township and Byron-Gaines Utility Authority. Water Availability Fees collected shall be remitted to the Developer annually on or around January 1st except in the final year of the payback in which fees so collected shall be remitted within 30 days after the end date of this agreement. The Township agrees to use the standard Township procedures in collection of availability fees but does not guarantee either the number of parcels that may actually connect nor the amount of availability fees that may be collected during the payback period.

D. Expiration Date of Payback Arrangements: 10 years after date of final acceptance; (final acceptance of the watermain will be approximately December 31, 2024)

E. The Developer acknowledges that the obligation of the Township to make payback payments is contingent upon future events (i.e., water and/or sewer connections) which are not within the control of the Township and therefore the Developer further acknowledges that the amount and frequency of payback payments is not guaranteed by the Township.

## IX. PAYMENT TO THE DEVELOPER FOR OVERSIZING WATERMAIN

A. Basis of Oversizing Payment for Watermain: Oversizing payment is based on the cost difference between constructing 20-inch and 16-inch watermain versus the cost of constructing a 12-inch watermain. The Township is requiring the proposed watermain to be oversized to 16-inch and 20-inch watermain and the Prairie Wolf Station project requires 12-inch watermain to adequately serve the project.

B. Amount of Oversizing Payment to the Developer: Watermain oversizing is estimated to be **$817,636.65**. The actual amount will be based on the bid unit prices for 20-inch and 16-inch watermain, the estimated unit prices of 12-inch watermain and the record plan measurements of installed quantities. **See Exhibit C.

C. Payment Terms: A written request shall be made by the Developer's engineer after the watermain has been installed and approved for use. The request will be reviewed by the Township engineer, and a recommendation will be made for the payment amount. The request shall be accompanied by a tabulation of installed quantities and as-built record plans.

**Note: The payment for oversizing may be funded jointly by the Township of Byron and the Charter Township of Gaines in accordance with a separate cost sharing agreement between the Townships.**

X. **SEWER AVAILABILITY FEE**

A. Basis of Sewer Availability Fee: N/A

B. Amount of Sewer Availability Fee: $ N/A

C. Payment Terms: N/A

XI. **SEWER TRUNKAGE FEE**

A. Basis of Sewer Trunkage Fee: N/A

B. Amount of Sewer Trunkage Fee: $ N/A

C. Payment Terms: N/A

XII. **SANITARY SEWER PAYBACK ARRANGEMENTS**

A. Basis of Payback Arrangements for Sanitary Sewer: N/A

B. Maximum Amount of Sanitary Sewer Payback Payments to the Developer: $ N/A

C. Payment Terms: N/A

D. Expiration Date of Payback Arrangements: N/A

E. The Developer acknowledges that the obligation of the Township to make payback payments is contingent upon future events (i.e., water and/or sewer connections) which are not within the control of the Township and therefore the Developer further acknowledges that the amount and frequency of payback payments is not guaranteed by the Township.

XIII. **PAYMENT TO THE DEVELOPER FOR OVERSIZING SANITARY SEWER**

A. Basis of Oversizing Payment for Sanitary Sewer: N/A

B. Amount of Oversizing Payment to the Developer: N/A

C. Payment Terms: N/A

**Note: The payment for oversizing may be funded jointly by the Township of Byron and the Charter Township of Gaines in accordance with a separate cost sharing agreement between the Townships.**

XIV. **PAYMENT OF PROJECT COSTS**

Subject to oversizing payments as summarized above, if any, the Developer shall pay all costs of the Project, including without limitation all costs related to construction of the public water main and/or public sewer main, water services, sewer laterals and related improvements and appurtenances, the cost of acquiring necessary interests in land and right of ways, engineering, restoration and replacement, the cost of connecting the Project to the existing water or sewer system, the cost of connecting the Development to the Project and the Permit, Plan Review and Construction Inspection Costs identified in XV below.

XV. **PERMIT, PLAN REVIEW, AND CONSTRUCTION INSPECTION COSTS:**

In addition to the payment of Project costs and applicable availability fees, trunkage fees and all other rates, charges and costs imposed by applicable Township ordinance, the Developer shall reimburse the Township for costs of (a) sanitary sewer and watermain construction permit submittals, (b) Township Engineer and staff review of plans, and (c) construction inspection performed by the Township or the Township's duly authorized representatives.

XVI. **MISCELLANEOUS**

The Township has requested the installation of 1.5" and 2" water services to 23 homes along 92nd Street and Kalamazoo Avenue. The Township agrees to reimburse the Developer for the cost of installing the water services to the existing homes. The water services are estimated to cost $33,547 for 1.5" copper, $7,159 for 2" copper, $40,000 for the 1.5" corp/curb stop/boxes, and $7,500 for the 2" corp/curb stop/boxes. A written request shall be made by the Developer's engineer after the water services have been installed and approved for use. The request will be reviewed by the Township engineer, and a recommendation will be made for the payment amount. The request shall be accompanied by a tabulation of installed quantities and as-built record plans.

XVII. **AGREEMENT OF THE PARTIES:**

In consideration of the mutual covenants and agreements contained in the attached Contract Terms, the parties mutually agree that the Developer will acquire and construct the Project at Developer's sole expense, that after completion of the Project ownership of the Project shall be transferred by the Developer to the Township in accordance with the Contract Terms, and that all aspects of the acquisition, construction, completion, and transfer of the Project shall be governed by the Contract Terms, attached hereto.

IN WITNESS WHEREOF, the parties have executed this Contract.

| | |
|---|---|
| Witnesses: | DEVELOPER: |
| (1) ______________________________ | By: ________________________________________ |
| | Its: __________________________________ |
| (2) ______________________________ | By: ________________________________________ |
| | Its: __________________________________ |
| | Dated:__________________________, 2024 |

| | |
|---|---|
| Witnesses: | CHARTER TOWNSHIP OF GAINES: |
| (1) ______________________________ | By: ________________________________________<br>Robert DeWard<br>Its: Supervisor |
| (2) ______________________________ | By: ________________________________________<br><br>Michael Brew<br>Its: Clerk |
| | Dated: ______________________________, 2024 |

## WATER AND/OR SEWER DEVELOPMENT CONTRACT

## CONTRACT TERMS

Section 1. **PRECONSTRUCTION MATTERS**. Before commencing construction of the Project, the Developer shall complete all of the following:

(a) Obtain all necessary permits for the installation and construction of the Project from all state and county agencies having jurisdiction and all necessary permission to work in the public right-of-way from the Township, County Road Commission, Michigan Department of Transportation, and other public bodies.

(b) Submit to the Township for approval detailed plans and specifications for the Project prepared by a professional engineer licensed in Michigan. The plans and specifications are to be provided in a format acceptable to the Township. Construction of the Project shall not commence unless and until the Township reviews and approves these plans and specifications in writing. As part of the approval of the plans and specifications, the Township Engineer shall determine the location of the public water main or public sewer, and approve the construction methods and materials used in the construction, including in the case of a public water main extension, the installation of fire hydrant markers. The extension shall cover the entire road or public right of way frontage of the Development to be served by the extension. If the Township requests changes in the plans and specifications for the Project, the Developer agrees to make such changes as shall be requested by the Township provided, however, the Township shall not withhold its approval of the plans and specifications unreasonably and, further, that if Township requirements with respect to the plans and specifications are in conflict with those of the state or any county agency having jurisdiction, the requirements of the state or county agency shall control. The fact that the Township may require higher quality materials or better construction practices than a state or county agency shall not be deemed a conflict and Township requirements shall control. The plans and specifications shall provide for complete restoration to original condition of all paved street surfaces and bicycle paths as well as replacement of all driveways and landscaping disturbed or damaged in the course of the construction of the Project;

(c) Submit to the Township the names of the proposed general contractor and all subcontractors who will be constructing and completing the Project on behalf of the Developer. Construction of the Project shall not commence unless and until the Township has approved in writing the Developer's general contractor and all subcontractors, such approval not to be withheld unreasonably. On request, the Developer shall submit to the Township such additional information concerning the Developer's proposed contractors as the Township shall reasonably request;

(d) Submit to the Township a copy of a proposed written contract between the Developer and its general contractor. The Developer may remove from this contract price information. This contract shall not be signed until approved in writing by the Township. A copy of the final signed contract shall be provided to the Township. This contract shall contain the following provisions: "The construction project to be completed pursuant to this contract shall be completed in all respects in accordance with the Township's Specifications or the Byron-Gaines Utility Authority Standard Construction Specifications and all revisions thereof (together, the

"Specifications"), and all terms and provisions of this contract and all plans and specifications and other documentation incorporated by reference in this contract or applicable to the construction project provided for in this contract shall be subordinate to the provisions of the Specifications. The Township of Byron shall be deemed to be a third party beneficiary of this construction contract and all provisions of the construction contract in favor of the owner and/or the Charter Township of Gaines may be enforced by the Township of Byron; however, the Township of Byron shall not be obligated to enforce any such provisions;" and

(e) Transfer, in consideration of this Development Contract, to the Charter Township of Gaines and the Township of Byron, jointly (together, the "Townships"), all easements required to construct the Project. All easements shall be in such form and substance as shall be required by the Township. All easements shall be perpetual and shall be at least as wide as required by the Township but no less than twenty (20) feet in width in any event. The Developer shall provide to the Township such proof of title and other title documentation as the Township shall reasonably require in order to verify that the Township is receiving good title to all easements being transferred to the Township by the Developer.

Section 2. **PROJECT CONSTRUCTION**. The Developer shall cause the Project to be constructed in accordance with the approved plans and specifications in a good and workmanlike manner and so as to meet all quality standards and tests which would apply and be conducted if the Township itself constructed and acquired the Project. During construction of the Project, the Township shall have the right, at the cost of the Developer, to undertake with Township employees or third party contractors such inspection of the Project as the Township shall deem appropriate. No change order shall be issued with respect to the approved plans and specifications without prior written approval of the Township, such approval not to be withheld unreasonably.

Section 3. **DEWATERING**. If the Project requires dewatering, the Developer agrees that the Developer alone, at the Developer's sole cost, is responsible for any negative impact caused by Project dewatering including, but without limitation, the drying of lakes, streams, or ponds or the quantity, quality and taste of the well water supply of any lands. No Project shall be transferred to the Township, and the Township will not approve any Project or accept ownership thereof, unless and until the Township is satisfied that all negative impact to well water supplies, or bodies of water, caused by the Project have been fully and satisfactorily corrected. The Township may require written documentation from the owner of lands whose well water supply, or body of water, has been affected by Project dewatering that such land owner is satisfied with his/her/their well water supply, or body of water, if the lands have not been connected to the public water system. In the event of a disagreement between the Township and the Developer as to whether a particular well or body of water has been adversely affected by the Project, the Township's engineer shall make a written determination and this determination shall be final and binding on the Township and the Developer.

Section 4. **<u>COMPLETION OF THE PROJECT</u>**. The Project shall be completed and made available to the Township for final inspection and approval no later than the Completion Date. Upon completion of the Project and after final inspection and written approval by the Township, such approval not to be withheld unreasonably, the Project shall be transferred by the Developer, in consideration of this Development Contract, to the Charter Township of Gaines and the Township of Byron, jointly, (together the "Townships") pursuant to the Townships standard form Warranty Bill of Sale.

The Township shall not be obligated to approve the Project or accept ownership thereof unless and until the Township is satisfied the Project has been constructed in accordance with the approved plans and specifications and in a good and workmanlike manner and, further, that the Project meets all quality standards and tests which would apply and be conducted if the Township itself acquired and constructed the Project. In addition, the Township shall not be obligated to approve the Project and accept ownership thereof unless and until all of the restoration has been fully completed.

Prior to approval of the Project and acceptance of ownership thereof, the Township shall receive from the Developer such waivers of lien, affidavits and other documentation as the Township shall reasonably deem necessary to be assured that all contractor(s) and all pipe, equipment and other suppliers in connection with the Project have been paid in full and that there are no liens or other unpaid obligations outstanding with respect to the Project.

The Township also reserves the right to require, prior to approval of the Township and acceptance of ownership thereof and at the cost of the Developer, a written opinion from the Developer's consulting engineer that the Project has been constructed and completed in accordance with the approved plans and specifications.

If the Contract Face Pages require that the Developer provide an irrevocable letter of credit prior to commencement of construction in order to guarantee completion of the Project by the Completion Date, this irrevocable letter of credit shall be issued by a bank having an office in Kent County in favor of the Township in the amount shown on the Contract Face Pages. The letter of credit to be provided shall be in such form and with such provisions as the Township shall reasonably require.

The Project shall not be connected to the Township's sewer and/or water systems unless and until the Township has completed its final inspection and approved the Project in writing. If the Developer desires to connect the Project to the water and/or sewer systems in advance of this final inspection and written approval, the Developer shall provide to the Township an irrevocable letter of credit issued by a bank having an office in Kent County in favor of the Township in such amount as the Township shall reasonably determine is necessary to pay all costs and expenses related to completing the Project. The letter of credit to be provided shall be in such form and with such provisions as the Township shall reasonably require.

No portion of the Development shall be connected to the Project until the Project has been approved by the Township and the ownership of the Project has been dedicated and conveyed jointly to the Charter Township of Gaines and the Township of Byron in the manner provided by these Contract Terms.

The Developer shall cooperate with the Township at all times, whether before or after the conveyance of the Project to the Township, and to the fullest extent with all Project contract and warranty claims deemed necessary by the Township to be made or filed against the Developer's contractor.

If the Project is not completed by the Completion Date, the Township shall have the right to complete the Project at the Developer's expense and to pay the full cost of such completion by making a draw or draws against the Developer's letter of credit. The Developer shall reimburse the Township for all costs incurred in completing the Project including, but without limitation, engineering, third party contractors and the charges of Township personnel necessary to supervise the completion of the Project. To the extent the Township costs to complete the Project are not fully paid by a draw or draws on a letter of credit, the Developer shall pay such amounts to the Township on demand. Amounts not paid on demand shall bear interest at a rate of 1% per month or fraction of a month that the amount remains unpaid.

Section 5. **INSURANCE**. Beginning as and when construction of the Project is commenced, and continuing at all times while the Project or any part thereof is under construction, the Developer and/or its contractor(s) shall continuously carry and maintain the same insurance coverage which is routinely required by the Township with respect to the construction of its own water and sewer projects. The Charter Township of Gaines, the Township of Byron and their respective Township Board members, officers, agents, employees and Township engineers (together, the "Additional Insured's") shall all be named as additional insured under such insurance, and such insurance shall also provide that it is the primary source of coverage for all such parties named as additional insured's with respect to the Project and the acts of omission of the Developer and its contractor(s) related thereto.

Certificate(s) evidencing the acquisition of all insurance required by this section and that such insurance is in full force and effect shall be deposited with the Township before construction of the Project is commenced. The Developer shall furnish, or cause to be furnished, upon request of the Township, certified copies of all policies required pursuant to this section as well as all amendments and renewals. All insurance policies required pursuant to this section shall contain a provision that they are non-cancelable and not subject to material modification by the insurer except upon 30 days' prior written notice to the Township. At least 30 days prior to the expiration or cancellation of any such insurance policy, there shall be furnished to the Township evidence satisfactory to it that the policy has been renewed or replaced by another policy. Construction of the Project shall not commence unless and until the Township has approved the insurance required to be provided by the Developer and its contractor(s) pursuant to this section in writing, such approval not be withheld unreasonably.

With respect to the Project, the Developer agrees to indemnify the Townships and all of the other Additional Insured's named in the first paragraph of this section, from and against any and all claims, costs, actions, causes of action, liability, judgments, losses, or expenses (including reasonable attorney's fees and other expense of defense) resulting from or caused by the acts or omissions of Developer or its contractor(s) in acquiring, constructing and completing the Project or with respect to the legal title to the Project, including all necessary easements, rights of way and interests in land required for the Project.

Section 6. **CONNECTION CHARGES/RATES**. The Developer shall pay all availability fees and trunkage fees in the amounts and in the manner set forth on the Contract Face Pages. The Developer shall pay all rates and charges imposed by the Township pursuant to the applicable rate ordinance or rate resolution with respect to the Project on such terms and provisions as are provided in that rate ordinance or rate resolution. The Township shall be entitled to establish such water rates and/or sewer usage rates as the Township deems appropriate. The Developer will reimburse the Township for the costs of sanitary sewer and watermain construction permit submittals, Township Engineer and staff review of plans, and construction inspection performed by the Township or the Township's duly authorized representative. The fact the Developer has installed the Project at its expense shall not excuse the Developer or any party owning or utilizing lands and premises within the Development served by the Project or any part thereof from being obligated to pay water and sewer rates and charges or any other charges levied by the Township generally against water and/or sanitary sewer customers.

Section 7. **TOWNSHIPS' UTILIZATION OF THE PROJECT**. As and when the Project has been transferred to the Townships pursuant to the Warranty Bill of Sale referred to in Section 4 above, the Project shall become part of the Townships' water and/or sewer system, as the case may be, and may be utilized by the Townships in such manner as the Townships utilize other portions of their water and sewer systems. Without limiting the generality of the preceding sentence, the Townships may connect other water and/or sewer customers to the Project and may also connect water and/or sewer extensions to the Project and connect additional customers to those extensions, all without any obligation to make any payment or reimbursement to the Developer on account of the Developer having constructed the Project at the Developer's expense, unless there is a written agreement to the contrary set forth in the Contract Face Pages or otherwise.

Section 8. **ZONING AND OTHER APPROVALS**. Approval and execution of this Development Contract by the Township does not constitute or imply that the Developer has received or will receive from the Township or any other applicable governmental entity any or all land use, zoning and/or any other approvals from the Township which are required for or applicable to the Development under applicable Township ordinance or law and the Township makes no guarantee to the Developer that any of such approvals will be granted by the Township. The Developer at Developer's sole risk and expense is required to obtain from the Township or other applicable governmental entity all such applicable land use, zoning and/or other approvals for the Development before proceeding with the construction of the Project.

Section 9. **THIRD PARTY BENEFICIARY**. In consideration of the joint ownership by the Townships of the sanitary sewer and water systems located in the Township, the Township of Byron shall be a third-party beneficiary of this Development Contract and entitled to enforce the terms hereof in accordance with applicable law.

Section 10. **DEFINED TERMS**. All capitalized terms not otherwise defined in these Contract Terms shall have the meanings assigned thereto in the Contract Face Pages.

Section 11. **MISCELLANEOUS**. Neither this Contract nor any rights under it may be assigned nor may any duty be delegated without the prior written consent of the non-assigning or non-delegating party. Any attempt to assign or delegate rights or duties without prior written consent shall be void. This Contract shall inure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.

All notices and other documents to be served and transmitted hereunder shall be in writing and addressed to the respective parties hereto at the addresses stated on the Contract Face Pages or such other address or addresses as shall be specified by the parties hereto from time to time and may be served or transmitted in person or by ordinary or certified mail properly addressed with sufficient postage. This is an integrated contract. It contains the full understanding of the parties and supersedes all other understandings, agreements or conditions, written or oral, regarding the subject matter of this Contract. This Contract has been executed in the State of Michigan and shall be governed by Michigan law, except as to matters pertaining to choice of law. The waiver by any party hereto of a breach or violation of any provision of this Contract shall not be a waiver of any subsequent breach of the same or any other provision of this Contract. If any section or provision of this Contract is unenforceable for any reason, the unenforceability thereof shall not impair the remainder of this Contract, which shall remain in full force and effect. It is contemplated that this Contract will be executed in multiple counterparts, all of which together shall be deemed to be one contract. The captions in this Contract are for convenience only and shall not be considered as part of this Contract or in any way to amplify or modify the terms and provisions hereof. This Contract shall be enforceable only by the parties hereto and their successors in interest by virtue of an assignment which is not prohibited under the terms of this Contract and, with the exception of specified third party beneficiaries, no other person shall have the right to enforce any of the provisions contained herein. No amendment, modification or waiver shall be effective unless in writing and signed by both parties. All rights and remedies set forth in this Contract are cumulative and are in addition to any other legal or equitable rights and remedies.

**[END OF CONTRACT TERMS]**

# GAINES CHARTER TOWNSHIP
# RESOLUTION No. 2024-__

**Resolution to Establish Gaines Charter Township Officers Salary**

**WHEREAS, this resolution is subject to MCLA 41.95(3); in a Township that does not hold an annual meeting; the salary for officers composing the Township Board shall be determined by the Township Board.**

**BE IT RESOLVED, THAT AS OF January 1, 2025, the salary of the Township Supervisor shall be:**

**$37,087.00**

**The forgoing resolution offered by board member:**

**Supported by board member:**

**The following aye votes were recorded:**

**The following nay votes were recorded:**

**Absent:**

**STATE OF MICHIGAN )**
**) SS**
**COUNTY OF KENT )**

**I, Michael A. Brew, Clerk of Gaines Charter Township, Michigan, do hereby certify that the above is a true and correct copy of the resolution adopted by Gaines Charter Township at a meeting held on November 11, 2024.**

________________________________
**Michael A. Brew**
**Gaines Charter Township, Clerk**

________________________________
**Date**

**GAINES CHARTER TOWNSHIP**
**RESOLUTION No. 2024-__**

**Resolution to Establish Gaines Charter Township Officers Salary**

**WHEREAS, this resolution is subject to MCLA 41.95(3); in a Township that does not hold an annual meeting; the salary for officers composing the Township Board shall be determined by the Township Board.**

**BE IT RESOLVED, THAT AS OF January 1, 2025, the salary of the Township Clerk shall be:**

**$92,735.00**

**The forgoing resolution offered by board member:**

**Supported by board member:**

**The following aye votes were recorded:**

**The following nay votes were recorded:**

**Absent:**

**STATE OF MICHIGAN )**
**) SS**
**COUNTY OF KENT )**

**I, Michael A. Brew, Clerk of Gaines Charter Township, Michigan, do hereby certify that the above is a true and correct copy of the resolution adopted by Gaines Charter Township at a meeting held on November 11, 2024.**

______________________________
**Michael A. Brew**
**Gaines Charter Township, Clerk**

______________________________
**Date**

# GAINES CHARTER TOWNSHIP
# RESOLUTION No. 2024-__

**Resolution to Establish Gaines Charter Township Officers Salary**

**WHEREAS, this resolution is subject to MCLA 41.95(3); in a Township that does not hold an annual meeting; the salary for officers composing the Township Board shall be determined by the Township Board.**

**BE IT RESOLVED, THAT AS OF January 1, 2025, the salary of the Township Treasurer shall be:**

**$92,735.00**

**The forgoing resolution offered by board member:**

**Supported by board member:**

**The following aye votes were recorded:**

**The following nay votes were recorded:**

**Absent:**

**STATE OF MICHIGAN )**
**) SS**
**COUNTY OF KENT )**

**I, Michael A. Brew, Clerk of Gaines Charter Township, Michigan, do hereby certify that the above is a true and correct copy of the resolution adopted by Gaines Charter Township at a meeting held on November 11, 2024.**

**Michael A. Brew**
**Gaines Charter Township, Clerk**

**Date**

**GAINES CHARTER TOWNSHIP**
**RESOLUTION No. 2024-__**

**Resolution to Establish Gaines Charter Township Officers Salary**

**WHEREAS, this resolution is subject to MCLA 41.95(3); in a Township that does not hold an annual meeting; the salary for officers composing the Township Board shall be determined by the Township Board.**

**BE IT RESOLVED, THAT AS OF January 1, 2025, the Per Diem of the Township Board of Trustees shall be:**

**$120.00/Meeting Attended**

**(Up to18 Regular Meetings + special meetings as needed)**

**The forgoing resolution offered by board member:**

**Supported by board member:**

**The following aye votes were recorded:**

**The following nay votes were recorded:**

**Absent:**

**STATE OF MICHIGAN )**
**) SS**
**COUNTY OF KENT )**

**I, Angela Burnside, Clerk of Gaines Charter Township, Michigan, do hereby certify that the above is a true and correct copy of the resolution adopted by Gaines Charter Township at a meeting held on November 11, 2024.**

______________________________
**Michael A. Brew**
**Gaines Charter Township, Clerk**

______________________________
**Date**

# GAINES CHARTER TOWNSHIP
# RESOLUTION No. 2024-__

## Resolution: Exemption from the Requirements of Public Act 152 of 2011

At a regular meeting of the Board of Trustees of Gaines Charter Township, held in the Township Hall in said Township, 8555 Kalamazoo Avenue, SE, Caledonia, MI 49316, on November 11, 2024 there were:

PRESENT:

ABSENT:

The following resolution was offered by _______ and seconded by _______.

**WHEREAS,** the PUBLICILY FUNDED HEALTH INSURANCE CONTRIBUTION ACT 152 OF 2011, enacted by the legislature of the State of Michigan on September 27, 2011, is intended to limit a public employer's expenditures for employee medical benefit plans; to provide the power and duties of certain State agencies and officials; to provide for exceptions; and to provide for sanctions; and

**WHEREAS,** under the provisions of Public Act 152 of 2011 public employers in the State of Michigan were to adopt, by January 1, 2012, provisions providing for compliance with the requirements of Public Act 152 of 2011; and

**WHEREAS,** mandates within the Act require that public employers choose certain cost-sharing obligations for public employee health insurance premiums; and

**WHEREAS,** Section 8 of Public Act 152 allows that, by a 2/3 vote of its governing body each year, a local unit of government may exempt itself from the requirements of this act for the next succeeding year; and

**WHEREAS,** The Gaines Charter Township Board has historically recognized, in its role as a steward for the public funds entrusted to it, that it must efficiently manage those limited resources and traditionally engages in reviews of employee compensation packages to maximize both employee satisfaction and fiscal responsibility; and

**NOW, THEREFORE BE IT RESOLVED,** that Gaines Charter Township, Kent County, Michigan, elects to opt out of Public Act 152 or 2011 for the next succeeding year, 2024 and;

**BE IT FURTHER RESOLVED,** that the Gaines Charter Township Board acknowledges its responsibility to revisit its options and responsibilities under Public Act 152 of 2011 on an annual basis.

The following aye votes were recorded:

The following nay votes were recorded:

STATE OF MICHIGAN )<br>
) SS<br>
COUNTY OF KENT )

I, Michael A. Brew, Clerk of Gaines Charter Township, Michigan, do hereby certify that the above is a true and correct copy of the resolution adopted by Gaines Charter Township at a meeting held on November 11, 2024.

______________________________
Michael A. Brew
Gaines Charter Township, Clerk

______________________________
Date

October 22, 2024

TO: Gaines Charter Township Board
FROM: Rod Weersing, Township Manager
RE: DRAFT FY 2025 Gaines Charter Township Budget

Township staff and elected officials began work on the Fiscal Year 2025 budget in July of 2024. The Manager met with all department heads in preparation of this draft budget. All department heads presented their recommendations for their departmental budgets for 2025. With some ongoing conversations the recommended budget was developed for the Township Board to review.

A draft version of the budget was presented to Board members on August 30. The Board then held a Budget Workshop session on September 23. This session produced good discussion and led to a few changes in the draft budget. The draft budget was then placed on the October 14 Township Board meeting agenda to go through a first read. During the first read it was confirmed that the changes requested at the Budget Workshop had been made. The Board then set the Public Hearing and second read of the draft budget for the November 11 Township Board meeting.

One of the bigger challenges that was encountered while the budget was being developed was the transition away from the intergovernmental agreement with Byron Township that governed the Cutlerville Fire Department, to combining the Cutlerville Fire Department and the Dutton Fire Department into the Gaines Charter Township Fire Department. The Byron Township portion of the shared expenses needed to be backed out from each general ledger line item of the current year's budget, and income from the new Fire Service Agreement needed to be projected. By merging the two departments into one budget we should see some efficiencies in both department operations and office accounting.

# TOWNSHIP FUNDS

## General Fund

General fund activities are basic activities and services that are required to be provided by the Township. This includes assessing property values, enforcing zoning and planning activities, running elections, and collecting taxes (among other activities). Generally, this fund is supported through property taxes paid by residents to the Township and state shared revenues.

### General Fund Revenues

General Fund revenues fall into five (5) broad categories as listed in the table below.

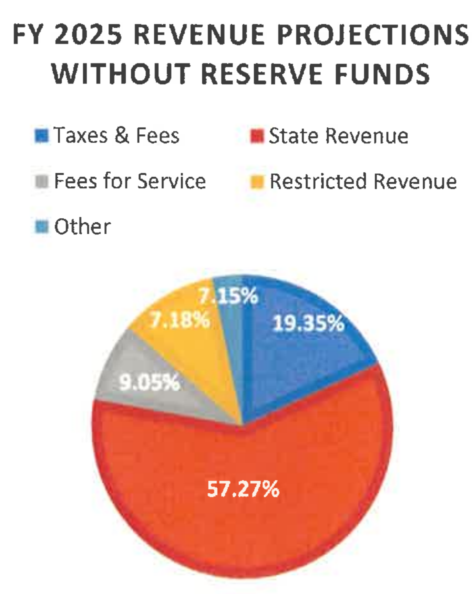
Table 1

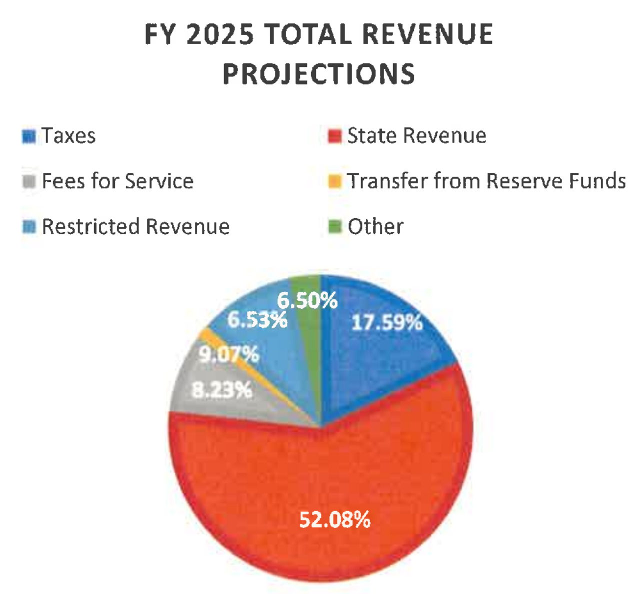
| Category | Projected revenue FY 2025 | Percent Revenues | Percent of total funds available |
|---|---|---|---|
| Taxes | $1,094,000 | 19.35% | 17.59% |
| State Revenue | $3,238,596 | 57.27% | 52.08% |
| Fees for Service | $512,000 | 9.05% | 8.23% |
| Restricted Revenue | $406,000 | 7.18% | 6.53% |
| Other | $404,420 | 7.15% | 6.50% |
| **Total** | **$5,655,016** | | |
| Fund Balance Transfer* | $563,708 | | 9.07% |
| **Total Available** | **$6,218,724** | | |
| | | | |

*Fund balance transfers are not revenues for the current fiscal year, but unspent revenues from previous fiscal years.
"Restricted Revenue" includes Cablevision franchise fees & streetlight special assessment revenues
"Other" includes (but is not limited to) cemetery revenues, various enterprise fund & intergovernmental rents, & interest earnings

General Fund Revenues are anticipated to decrease by about 1.2% (this does NOT include the fund balance transfer). The decrease comes mainly from lowering the streetlight special assessment rate, and the collection of fewer cablevision franchise fees. State revenue sharing dollars are expected to remain relatively flat, but an increase is being projected in interest on investments.

Revenue projections are visualized in two tables below, projected revenues without the fund balance transfer and with it.



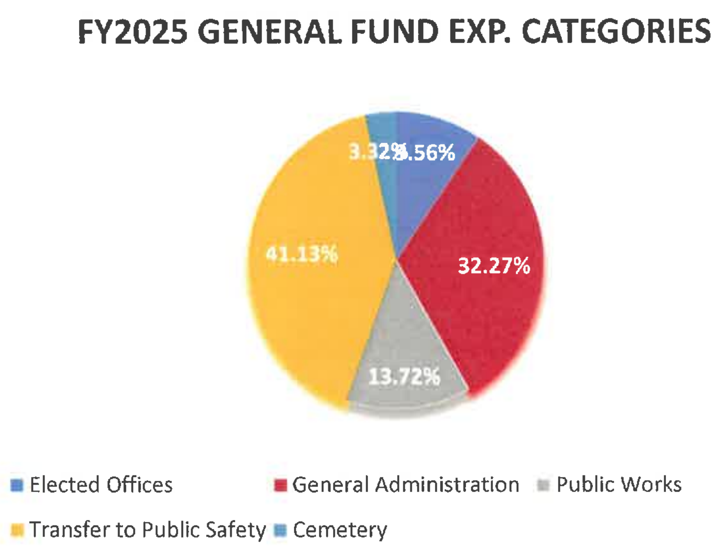



## General Fund Expenses

This year, General Fund expenses are being broken-out into five (5) broad categories as seen below.

Table 2

| Category | Projected Expenses FY 2024 | Percent of total |
|---|---|---|
| Elected Offices | $594,488 | 9.56% |
| General Administration | $2,006,684 | 32.27% |
| Public Works | $853,297 | 13.72% |
| Transfer to Public Safety | $2,557,780 | 41.13% |
| Cemetery | $206,475 | 3.32% |
| **Total** | **$6,218,724** | |




## Transfer In%

There is a larger than normal Transfer In of $563,708.24 proposed for the FY 2025 budget. This transfer will be utilized to help cover several different budgeted expenditures.

American Rescue Plan Act (ARPA) funds will be transferred in the amount of $100,007.24. This constitutes the remainder of the funds the Township received that needed to be allocated by December 31, 2024. The Township has historically budgeted $250,000 per year for the re-surfacing of secondary and sub-division roads. With the Board allocating the remaining ARPA funds, $350,007.24 has been budgeted for this re-surfacing in 2025.

The budget also proposes a transfer from the Fund Balance, or savings account, in the amount of $432,780. These funds will then be transferred to the Public Safety Fund to help offset expenses there. This transfer will help to limit the increase in the Public Safety Special Assessment to 0.25 mills, which raises the effective rate for property owners from 1.0 mills to 1.25 mills.

There are a couple of one-time projects that have been added to the FY 2025 budget. These projects will cost the Township approximately $185,000 in 2025 if approved. Therefore, to cover the costs of these projects, the staff recommends budgeting for a transfer from the Fund Balance in the amount of $30,921.

One of the proposed one-time expenses is moving BS&A from the server-based version to the cloud-based version. BS&A is a municipal focused software that the Township uses for most of its record keeping (i.e., assessing/taxes/accounts receivable/accounts payable/water & sewer/building/etc.). As BS&A implements the cloud base version, the Township will have to eventually convert to that platform for this product. This move comes with an estimated cost of $150,000, along with an annual increase for each of the modules that are being used. Currently there is a waiting list; paying for the conversion will reserve our spot on that list. The conversion must be completed prior to BS&A eliminating the server-based version. This project may sound familiar as it has been on the list for the last couple of years. There have been intentional delays in starting the project to allow more municipalities to make the switch in an attempt to make it easier for Gaines Township when the move is made.

Lastly, the Community Development Director has requested funding to have a Natural Resources Inventory completed. This will help the Township to identify areas that should be reviewed for possible park locations in the future. $35,000 has been budgeted to complete this project.

# Public Safety Fund

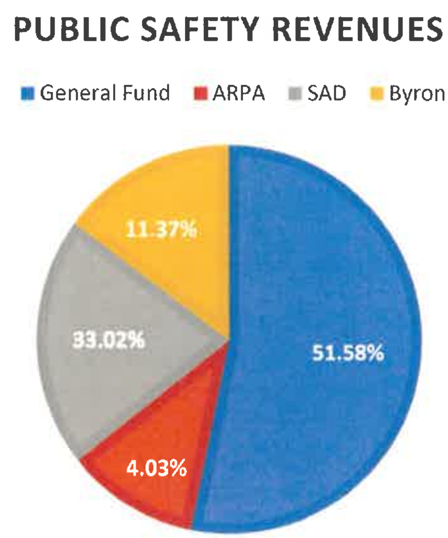
## Public Safety Revenue

Revenue for public safety falls into four categories as outlined in Table 3. They are Public Safety Special Assessment Revenue, transfers from the General Fund, transfers in from ARPA, and Fees for Service from Byron Township for Cutlerville Fire operations.

Table 3

| Category | Projected Revenue | Percent |
|---|---|---|
| SAD Revenue | $1,637,200 | 33.02% |
| Transfer from General Fund | $2,557,780 | 51.58% |
| Transfer from ARPA | $200,000 | 4.03% |
| Byron Township Fees for Service | $564,000 | 11.37% |
| Total | $4, 958,980 | |

The Township Board approved an increase in the Public Safety Special Assessment from a 1.00 mill equivalent to a 1.25 mill equivalent at their September meeting. The increased Special Assessment will cost the average homeowner around $160 per year. The Board also approved the allocation of $200,000 in ARPA Funds to go to Public Safety at the September Board meeting to help offset the funds coming from the Special Assessment. General Fund contributions continue to fund the majority of expenses for Public Safety.




The combination of the funds above will be used to fund the Community Policing contract with the Kent County Sheriff's Office, which included increased staffing in 2024. They will also be used to fund the operation of the Gaines Charter Township Fire Department. The GCTFD is the new name for the combined Cutlerville Fire Department and Dutton Fire Department. This entity will be responsible for fire and medical coverage throughout the entire Township.

## Public Safety Expenses

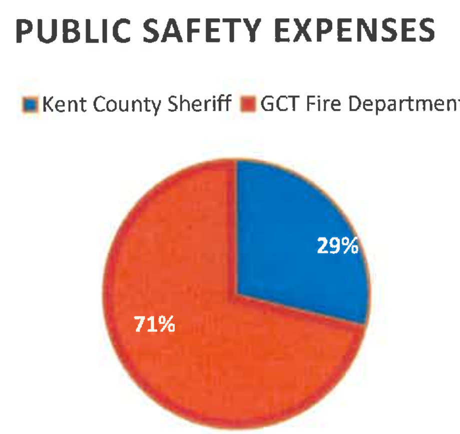
With the new Gaines Charter Township Fire Department, the expenses for Public Safety now fall into two categories which can be seen in Table 4.

Table 4

| Category | Projected Expense | Percent |
|---|---|---|
| Kent County Sheriff | $1,428,500 | 28.81% |
| GCT Fire Department | $3,530,480 | 71.19% |
| **Total** | **$4,958,980** | |

The Kent County Sheriff's Office budget will increase by $68,500 for FY 2025. The Township added a new patrol shift in 2024. This additional coverage has produced the desired effect of increasing the KCSO presence in the Township and reducing critical response times.

The largest portion of the Public Safety Fund will continue to go to fire department operations. By combining the two fire departments there is an expectation of creating some efficiencies to help control expenses. Operating as one fire department will also create some flexibility with personnel.



# Enterprise Funds

The Township's Enterprise Funds consist of the Building, Water, and Sewer Funds/Departments. In general, the operations for these funds are covered by fees paid by customers for business-type activities (building inspections and paying for water and sewer service). Each of these funds is approved separately as each is a standalone fund. Enterprise fund revenues can only be used within the fund in which the revenues are generated.

## Building

For Fiscal Year 2025 staff is projecting an increase of around 30% in building department revenues over current fiscal year projections. Building permit activity is running well above what was projected for 2024. There have been a couple of large permits that were issued that have helped to fuel this increase in revenue, but overall activity has been strong for the department as well. This strong performance is expected to continue into and through 2025.

Staff is also expecting an increase on the expense side of around 20%. As revenues increase, the expenses to our contracted inspection partner will follow. The overall projection for the Building Department is to end the year at $105,200 in revenue over expenses.

## Water & Sewer Funds

Water and Sewer function as one Department, but the funds stand independently and are budgeted separately. However, the review of the two funds can be done together to get a better picture of the Water/Sewer Department's activities.

Revenues in both funds are estimated to increase. Staff projects the water revenue will be up about 2% and sewer revenues will be up about 4.74% from 2024 to 2025. The team expects a water fund expense increase of about 13.6% next fiscal year, and an increase in expenses in the sewer fund of 8.6%.

The significant cost increases in the water and sewer funds are related to estimated increases in water and sewer fees from the City of Wyoming and depreciation expenses.

The Water and Sewer Funds budget for system depreciation to cover long-term costs in the system. These dollars are shifted into the respective fund balances for each fund and allow the Water & Sewer Department to budget for the replacement of aging infrastructure and repair and maintenance. In addition, by taking this budget step, the Township can set utility rates appropriately.

Looking at the two funds together, the Department is projected to end the year with a deficit of about $789,360. The sewer fund is projected to end the year in the red by about $755,500 and the water fund is projected to be negative by about $34,355. This can be attributed to depreciation and should not be much of a concern for the reasons noted in the previous paragraph. Additionally, the Township does not budget for revenue from developers' contributions because of the difficulty in estimating this revenue. Generally, after the auditors adjust for developers' contributions at the close of the Fiscal Year, both the Water and Sewer Funds end in the black.

# American Rescue Plan Act (ARPA) Fund

In early 2022 the Township Board voted to receive all APRA funds as revenue loss. This allows for the funds to be used for any standard government operation expense. For the FY 2025 budget, the Board has allocated $200,000 of the remaining funds to be used for public safety, and $100,007.24 to be used for road re-surfacing. All ARPA dollars will need to be spent by December 31, 2026.

# FY 2025 Discretionary Project List

Projects on this list have not been built into the budget and can be added at the Township Board's discretion. If these projects are included, they would be paid for out of revenue received in previous years (reserve funds) and/or with other one-time or limited use funds like ARPA.

| Project | Cost | Possible Fund |
|---|---|---|
| Bridge and Trail Maintenance | $325,000 | General Fund Reserves |

Project Notes: Many of the bridges along the walking trails in the Township need repair. The Township Engineer has recommended replacing as many of the bridges as possible with culverts. This could be a difficult process to accomplish with the State, but it would be the best long-term solution.

| Project | Cost | Possible Fund |
|---|---|---|
| Township Logo Redesign/rebrand | $20,000 | General Fund Reserves |

Project Notes: There is a desire among staff to redesign the Township's logo. Staff would issue an RFP for redesign from local design companies.

| Project | Cost | Possible Fund |
|---|---|---|
| Township Hall Carpet Replacement | $100,000 | General Fund Reserves |

Project Notes: The carpeting in the Township Hall is quite worn. This is an item that should be considered at some point but is not posing any danger.

| Project | Cost | Possible Fund |
|---|---|---|
| Additional Contributions to the Fire Equipment Fund | $150,000 | General Fund Reserves |

Project Notes: There is no provision in the FY 2025 budget for contributions to the fire equipment funds. Because of increasing costs of fire equipment, it is recommended that the board consider adding $150,000 to the fire equipment fund from the General Fund's Unassigned Fund Balance.

# FISCAL YEAR 2025 TOTAL RECOMMENDED APPROPRIATIONS

| Fund | Recommended Appropriation |
|---|---|
| General | $6,218,724 |
| Public Safety | $4,958,980 |
| Building | $696,300 |
| Sewer | $4,101,705 |
| Water | $3,647,955 |
| ARPA | $300,007 |
| **Total** | **$19,923,671*** |

*This total includes $2,857,787 in interfund transfers. The total without transfers is $17,065,884.

GAINES CHARTER

TOWNSHIP

# 2025 Budget

ADOPTED ________

**TABLE OF CONTENTS:**

10/22/2024 BUDGET REPORT FOR GAINES CHARTER TOWNSHIP

Calculations as of 12/31/2024

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| ESTIMATED REVENUES | | | | | | | | |
| Dept 000.000 | | | | | | | | |
| 101-000.000-404.000 | GENERAL PROPERTY TAXES | 809,408 | 875,376 | 888,561 | 1,020,000 | 1,000,000 | (1.96) | (20,000) |
| 101-000.000-411.000 | DELINQUENT REAL TAXES | | | 9,212 | 9,500 | 9,500 | | |
| 101-000.000-412.000 | DELINQUENT PERSONAL TAXES | 120 | 1,154 | 393 | 250 | 250 | | |
| 101-000.000-432.001 | PAYMENT IN LIEU OF TAXES | 17,142 | 17,485 | 18,359 | 18,000 | 25,000 | 38.89 | 7,000 |
| 101-000.000-434.000 | MOBILE HOME TAX | 8,570 | 8,557 | 7,869 | 9,400 | 9,500 | 1.06 | 100 |
| 101-000.000-437.000 | IND/COMM FACILITIES TAXES | 43,557 | 39,021 | 34,724 | 40,000 | 32,750 | (18.13) | (7,250) |
| 101-000.000-445.000 | INTEREST/PENALTIES ON TAXES | 14,682 | 12,360 | 16,997 | 13,000 | 17,000 | 30.77 | 4,000 |
| 101-000.000-447.000 | ADMINISTRATION FEE | 371,234 | 412,950 | 372,680 | 415,000 | 430,000 | 3.61 | 15,000 |
| 101-000.000-451.000 | STREET LIGHTING SPEC ASSESSMENT | 213,576 | 230,706 | 233,440 | 251,000 | 146,000 | (41.83) | (105,000) |
| 101-000.000-476.000 | WASTE MANAGEMENT FEES | 360 | | | 500 | | (100.00) | (500) |
| 101-000.000-477.000 | CABLEVISION FEES | 323,752 | 290,239 | 128,715 | 339,000 | 260,000 | (23.30) | (79,000) |
| 101-000.000-478.000 | LIQUOR LICENSE FEES | 2,400 | 3,400 | 3,400 | 2,400 | 2,400 | | |
| 101-000.000-573.000 | LOCAL COMMUNITY STABILIZATION | 25,716 | 32,104 | 27,887 | 26,000 | 30,000 | 15.38 | 4,000 |
| 101-000.000-574.000 | REVENUE SHARING | 3,742,657 | 3,210,884 | 1,549,184 | 3,265,945 | 3,238,596 | (0.84) | (27,349) |
| 101-000.000-615.000 | SUMMER TAX COLLECTION FEES | 34,425 | 34,922 | | 34,000 | 35,000 | 2.94 | 1,000 |
| 101-000.000-626.000 | PLANNING AND ZONING FEES | 15,675 | 26,085 | 10,405 | 17,000 | 17,000 | | |
| 101-000.000-634.000 | CEMETERY OPEN/CLOSE FEES | 30,425 | 26,525 | 20,100 | 27,000 | 30,000 | 11.11 | 3,000 |
| 101-000.000-642.000 | SALE OF EQUIPMENT | 983 | 31 | | 500 | | (100.00) | (500) |
| 101-000.000-642.002 | SALE OF PRINTED MATERIALS | | 15 | 30 | | 20 | | 20 |
| 101-000.000-642.003 | SALE OF CEMETERY LOTS | 30,500 | 18,100 | 19,400 | 30,000 | 25,000 | (16.67) | (5,000) |
| 101-000.000-651.000 | RIGHT OF WAY/EASEMENTS | | | 500 | 4,000 | 500 | (87.50) | (3,500) |
| 101-000.000-651.001 | STATE TELECOMMUNICATION SHARE | 2,925 | 3,925 | | 3,000 | | (100.00) | (3,000) |
| 101-000.000-657.000 | ORDINANCE FINES | 1,058 | 1,271 | 20 | 1,000 | 50 | (95.00) | (950) |
| 101-000.000-665.001 | INTEREST ON INVESTMENTS | 53,120 | 233,631 | 237,139 | 100,000 | 200,000 | 100.00 | 100,000 |
| 101-000.000-665.002 | INTEREST ON INVESTMENTS/TAXES | 4,929 | 524 | 3,766 | 500 | 4,000 | 700.00 | 3,500 |
| 101-000.000-667.000 | LIBRARY ROOM RENTAL | 75 | 300 | 300 | 100 | 250 | 150.00 | 150 |
| 101-000.000-667.001 | BUILDING DEPT RENT | 10,676 | 10,676 | | 11,000 | | (100.00) | (11,000) |
| 101-000.000-667.002 | WATER/SEWER DEPT RENT | 7,563 | 7,563 | | 7,563 | | (100.00) | (7,563) |
| 101-000.000-667.003 | RENTAL OF COMMUNITY ROOM | 3,500 | 5,603 | 4,605 | 2,500 | 6,000 | 140.00 | 3,500 |
| 101-000.000-667.004 | LIBRARY RENT | 16,205 | 18,520 | 13,890 | 16,500 | 17,300 | 4.85 | 800 |
| 101-000.000-671.000 | SHERIFF'S LEASE | 27,407 | 24,984 | 16,208 | 32,000 | 33,000 | 3.13 | 1,000 |
| 101-000.000-671.001 | AIR TOUCH LEASE PAYMENTS | 3,327 | 3,593 | 3,536 | 3,300 | 3,400 | 3.03 | 100 |
| 101-000.000-676.000 | REIMBURSEMENTS | 1,398 | | | | | | |
| 101-000.000-678.000 | MISC REVENUE | 3,812 | 1,458 | 3,333 | 500 | 2,000 | 300.00 | 1,500 |
| 101-000.000-687.001 | WATER/SEWER AND BUILDING FUND REIMB | | | 60,245 | 48,000 | 80,500 | 67.71 | 32,500 |
| 101-000.000-699.000 | TRANSFER IN | | | | 72,905 | 563,708 | 673.21 | 490,803 |
| Totals for dept 000.000 - | | 5,821,177 | 5,551,962 | 3,684,898 | 5,821,363 | 6,218,724 | 6.83 | 397,361 |
| TOTAL ESTIMATED REVENUES | | 5,821,177 | 5,551,962 | 3,684,898 | 5,821,363 | 6,218,724 | 6.83 | 397,361 |

APPROPRIATIONS

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 101.000 - TOWNSHIP BOARD | | | | | | | | |
| 101-101.000-702.001 | SALARIES & WAGES | 10,435 | 11,022 | 6,690 | 15,000 | 15,000 | | |
| 101-101.000-715.000 | SOCIAL SECURITY/MEDICARE | 798 | 843 | 512 | 1,136 | 1,136 | | |
| 101-101.000-716.000 | PENSION CONTRIBUTION | 1,023 | 1,071 | 660 | 1,500 | 1,500 | | |
| 101-101.000-727.000 | SUPPLIES | 263 | 74 | | 100 | 100 | | |
| 101-101.000-802.000 | LEGAL SERVICES | 8,612 | 7,728 | | 5,000 | 5,000 | | |
| 101-101.000-812.000 | LUNCHES/DINNERS/MEETINGS | 485 | 448 | 238 | 1,500 | 1,500 | | |
| 101-101.000-817.000 | MILEAGE REIMBURSEMENT | | | | 400 | 400 | | |
| 101-101.000-831.000 | SEMINARS/CONTINUING EDUCATION | 99 | 718 | | 1,500 | 1,500 | | |
| Totals for dept 101.000 - TOWNSHIP BOARD | | 21,715 | 21,904 | 8,100 | 26,136 | 26,136 | | |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 171.000 - SUPERVISOR | | | | | | | | |
| 101-171.000-702.001 | SALARIES & WAGES | 52,196 | 105,896 | 70,563 | 87,500 | 37,087 | (57.61) | (50,413) |
| 101-171.000-702.002 | SALARY - DEPUTY/ASSISTANT | 1,020 | | | | | | |
| 101-171.000-702.004 | CLERICAL SUPPORT | 201 | | | | | | |
| 101-171.000-702.011 | PAYMENT IN LIEU OF HEALTH INS | 7,529 | 9,761 | 9,676 | 8,555 | | (100.00) | (8,555) |
| 101-171.000-715.000 | SOCIAL SECURITY/MEDICARE | 4,660 | 8,848 | 6,138 | 6,700 | 2,840 | (57.61) | (3,860) |
| 101-171.000-716.000 | PENSION CONTRIBUTION | 4,965 | 10,224 | 7,056 | 8,750 | 3,710 | (57.60) | (5,040) |
| 101-171.000-717.000 | HEALTH & LIFE INSURANCE | 2,846 | 2,936 | 4,180 | 9,360 | | (100.00) | (9,360) |
| 101-171.000-727.000 | SUPPLIES | 204 | 169 | | 450 | 500 | 11.11 | 50 |
| 101-171.000-802.000 | LEGAL SERVICES | | 119 | | 500 | 500 | | |
| 101-171.000-812.000 | LUNCHES/DINNERS/MEETINGS | | 405 | | 300 | 300 | | |
| 101-171.000-817.000 | MILEAGE REIMBURSEMENT | 840 | 704 | 124 | 900 | 900 | | |
| 101-171.000-831.000 | SEMINARS/CONTINUING EDUCATION | 324 | 300 | 159 | 500 | 1,000 | 100.00 | 500 |
| 101-171.000-832.000 | DUES AND MEMBERSHIPS | 115 | 115 | | 125 | 125 | | |
| 101-171.000-853.000 | TELECOMMUNICATIONS | 748 | 523 | 307 | 600 | 300 | (50.00) | (300) |
| 101-171.000-963.001 | MISCELLANEOUS | 58 | | | 100 | 100 | | |
| 101-171.000-965.000 | POSTAGE | 54 | 185 | 177 | 125 | 125 | | |
| 101-171.000-979.000 | NEW FURNITURE & EQUIPMENT | 341 | 253 | 1,378 | 3,000 | 500 | (83.33) | (2,500) |
| Totals for dept 171.000 - SUPERVISOR | | 76,101 | 140,438 | 99,758 | 127,465 | 47,987 | (62.35) | (79,478) |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 172.000 - MANAGER | | | | | | | | |
| 101-172.000-702.001 | SALARIES & WAGES | 83,486 | 137,488 | 155,636 | 167,500 | 220,000 | 31.34 | 52,500 |
| 101-172.000-702.002 | SALARY - DEPUTY/ASSISTANT | 9,462 | 10,668 | 206 | | | | |
| 101-172.000-702.011 | PAYMENT IN LIEU OF HEALTH INSU | | | | 7,400 | 12,700 | 71.62 | 5,300 |
| 101-172.000-715.000 | SOCIAL SECURITY/MEDICARE | 7,052 | 11,333 | 11,922 | 12,800 | 16,830 | 31.48 | 4,030 |
| 101-172.000-716.000 | PENSION CONTRIBUTION | 9,051 | 13,627 | 15,011 | 16,750 | 22,000 | 31.34 | 5,250 |
| 101-172.000-717.000 | HEALTH & LIFE INSURANCE | 7,473 | 4,280 | 3,456 | 5,600 | 10,000 | 78.57 | 4,400 |
| 101-172.000-727.000 | SUPPLIES | 203 | 133 | 80 | 1,200 | 1,000 | (16.67) | (200) |
| 101-172.000-802.000 | LEGAL SERVICES | | 647 | | 1,000 | 1,000 | | |
| 101-172.000-809.000 | PROGRAMMING/SOFTWARE/NETWORK | 162 | | 40 | 4,500 | 4,500 | | |
| 101-172.000-812.000 | LUNCHES/DINNERS/MEETINGS | | 26 | 44 | 500 | 500 | | |
| 101-172.000-817.000 | MILEAGE REIMBURSEMENT | 337 | 729 | 728 | 1,500 | 1,250 | (16.67) | (250) |
| 101-172.000-831.000 | SEMINARS/CONTINUING EDUCATION | 2,989 | 381 | 1,375 | 3,150 | 3,150 | | |
| 101-172.000-832.000 | DUES AND MEMBERSHIPS | 1,369 | 1,365 | 25 | 775 | 775 | | |
| 101-172.000-853.000 | TELECOMMUNICATIONS | 88 | 363 | 363 | 500 | 500 | | |
| 101-172.000-900.000 | PRINTING | | 49 | | 100 | | (100.00) | (100) |
| 101-172.000-963.001 | MISCELLANEOUS | | 180 | 90 | 250 | 250 | | |
| 101-172.000-965.000 | POSTAGE | | | | 100 | 100 | | |
| 101-172.000-979.000 | NEW FURNITURE & EQUIPMENT | 341 | 1,804 | 3,199 | 3,000 | 2,000 | (33.33) | (1,000) |
| Totals for dept 172.000 - MANAGER | | 122,013 | 183,073 | 192,175 | 226,625 | 296,555 | 30.86 | 69,930 |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 191.000 - ACCOUNTING | | | | | | | | |
| 101-191.000-702.001 | SALARIES & WAGES | | | | | 12,000 | | 12,000 |
| 101-191.000-715.000 | SOCIAL SECURITY/MEDICARE | | | | | 918 | | 918 |
| 101-191.000-716.000 | PENSION CONTRIBUTION | | | | | 1,200 | | 1,200 |
| 101-191.000-831.000 | SEMINARS/CONTINUING EDUCATION | | | | | 500 | | 500 |
| 101-191.000-832.000 | DUES AND MEMBERSHIPS | | | | | 500 | | 500 |
| Totals for dept 191.000 - ACCOUNTING | | | | | | 15,118 | | 15,118 |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 215.000 - CLERK | | | | | | | | |
| 101-215.000-702.001 | SALARIES & WAGES | 78,232 | 143,056 | 117,742 | 196,000 | 210,000 | 7.14 | 14,000 |
| 101-215.000-702.002 | SALARY - DEPUTY/ASSISTANT | 1,117 | 17,852 | 32,646 | | | | |
| 101-215.000-702.004 | CLERICAL SUPPORT | 9,101 | 6,852 | 6,755 | | | | |
| 101-215.000-702.011 | PAYMENT IN LIEU OF HEALTH INSU | | | | | 5,200 | | 5,200 |
| 101-215.000-715.000 | SOCIAL SECURITY/MEDICARE | 6,531 | 12,542 | 11,775 | 15,000 | 16,065 | 7.10 | 1,065 |
| 101-215.000-716.000 | PENSION CONTRIBUTION | 8,432 | 14,445 | 11,898 | 19,600 | 21,000 | 7.14 | 1,400 |
| 101-215.000-717.000 | HEALTH & LIFE INSURANCE | 27,685 | 29,601 | 22,284 | 32,000 | 30,000 | (6.25) | (2,000) |
| 101-215.000-727.000 | SUPPLIES | 920 | 1,170 | 841 | 2,900 | 3,500 | 20.69 | 600 |
| 101-215.000-801.001 | FILING FEES/LEGAL | 742 | | | 1,000 | 5,000 | 400.00 | 4,000 |
| 101-215.000-808.000 | CONTRACTED SERVICES | 878 | 299 | 100 | 3,000 | 3,000 | | |
| 101-215.000-809.000 | PROGRAMMING/SOFTWARE/NETWORK | 3,951 | 4,263 | 4,481 | 6,000 | 8,000 | 33.33 | 2,000 |
| 101-215.000-812.000 | LUNCHES/DINNERS/MEETINGS | 141 | 302 | 60 | 400 | 1,000 | 150.00 | 600 |
| 101-215.000-817.000 | MILEAGE REIMBURSEMENT | 1,052 | 1,979 | 1,223 | 2,200 | 2,200 | | |
| 101-215.000-831.000 | SEMINARS/CONTINUING EDUCATION | 6,585 | 7,205 | 6,563 | 12,650 | 15,000 | 18.58 | 2,350 |
| 101-215.000-832.000 | DUES AND MEMBERSHIPS | 865 | 1,071 | 400 | 855 | 1,500 | 75.44 | 645 |
| 101-215.000-853.000 | TELECOMMUNICATIONS | 571 | 706 | 389 | 1,200 | 1,200 | | |
| 101-215.000-900.000 | PRINTING | 503 | (46) | 49 | 500 | 500 | | |
| 101-215.000-901.000 | PUBLISHING | 487 | 163 | 553 | 1,000 | 1,500 | 50.00 | 500 |
| 101-215.000-963.001 | MISCELLANEOUS | 181 | (4) | | 300 | 300 | | |
| 101-215.000-965.000 | POSTAGE | 1,163 | 2,422 | 1,704 | 5,000 | 5,000 | | |
| 101-215.000-979.000 | NEW FURNITURE & EQUIPMENT | 650 | 4,378 | 3,663 | 7,000 | 6,000 | (14.29) | (1,000) |
| Totals for dept 215.000 - CLERK | | 149,787 | 248,256 | 223,126 | 306,605 | 335,965 | 9.58 | 29,360 |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 247.000 - BOARD OF REVIEW | | | | | | | | |
| 101-247.000-702.001 | SALARIES & WAGES | 1,021 | 905 | 1,500 | 3,000 | 3,000 | | |
| 101-247.000-715.000 | SOCIAL SECURITY/MEDICARE | 78 | 69 | 115 | 227 | 230 | 1.32 | 3 |
| 101-247.000-812.000 | LUNCHES/DINNERS/MEETINGS | 187 | 298 | 295 | 300 | 300 | | |
| 101-247.000-831.000 | SEMINARS/CONTINUING EDUCATION | | | 150 | 350 | 350 | | |
| 101-247.000-901.000 | PUBLISHING | | 150 | | 240 | 240 | | |
| Totals for dept 247.000 - BOARD OF REVIEW | | 1,286 | 1,422 | 2,060 | 4,117 | 4,120 | 0.07 | 3 |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 253.000 - TREASURER | | | | | | | | |
| 101-253.000-702.001 | SALARIES & WAGES | 115,383 | 122,444 | 88,625 | 122,500 | 115,000 | (6.12) | (7,500) |
| 101-253.000-702.002 | SALARY - DEPUTY/ASSISTANT | 1,014 | | | | | | |
| 101-253.000-702.011 | PAYMENT IN LIEU OF HEALTH INS | 50 | 50 | 6,050 | 2,600 | 7,800 | 200.00 | 5,200 |
| 101-253.000-715.000 | SOCIAL SECURITY/MEDICARE | 8,697 | 9,132 | 7,072 | 9,375 | 8,800 | (6.13) | (575) |
| 101-253.000-716.000 | PENSION CONTRIBUTION | 11,258 | 11,901 | 8,710 | 12,250 | 11,500 | (6.12) | (750) |
| 101-253.000-717.000 | HEALTH & LIFE INSURANCE | 21,425 | 20,781 | 7,447 | 28,500 | 10,000 | (64.91) | (18,500) |
| 101-253.000-727.000 | SUPPLIES | 310 | 373 | 58 | 500 | 500 | | |
| 101-253.000-801.001 | FILING FEES/LEGAL | | | | 100 | | (100.00) | (100) |
| 101-253.000-802.000 | LEGAL SERVICES | | 108 | | 250 | 250 | | |
| 101-253.000-808.000 | CONTRACTED SERVICES | | 399 | | | | | |
| 101-253.000-809.000 | PROGRAMMING/SOFTWARE/NETWORK | 3,085 | 3,329 | 3,698 | 6,100 | 6,300 | 3.28 | 200 |
| 101-253.000-812.000 | LUNCHES/DINNERS/MEETINGS | 195 | 275 | 283 | 400 | 400 | | |
| 101-253.000-817.000 | MILEAGE REIMBURSEMENT | 1,163 | 1,464 | 1,266 | 1,400 | 1,600 | 14.29 | 200 |
| 101-253.000-831.000 | SEMINARS/CONTINUING EDUCATION | 2,160 | 2,725 | 3,007 | 2,500 | 3,500 | 40.00 | 1,000 |
| 101-253.000-832.000 | DUES AND MEMBERSHIPS | 249 | 447 | 597 | 525 | 600 | 14.29 | 75 |
| 101-253.000-853.000 | TELECOMMUNICATIONS | 203 | 213 | 337 | 600 | 650 | 8.33 | 50 |
| 101-253.000-900.000 | PRINTING | 3,701 | 3,454 | 2,093 | 4,500 | 4,500 | | |
| 101-253.000-903.000 | PROPERTY TAX NOTIFICATIONS | 691 | 1,036 | 468 | 1,300 | 1,300 | | |
| 101-253.000-963.001 | MISCELLANEOUS | | 173 | | 200 | 200 | | |
| 101-253.000-965.000 | POSTAGE | 7,775 | 9,934 | 5,901 | 8,700 | 9,000 | 3.45 | 300 |
| 101-253.000-979.000 | NEW FURNITURE & EQUIPMENT | 1,043 | 237 | 2,278 | 4,500 | 2,500 | (44.44) | (2,000) |
| Totals for dept 253.000 - TREASURER | | 178,402 | 188,475 | 137,890 | 206,800 | 184,400 | (10.83) | (22,400) |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 257.000 - ASSESSOR | | | | | | | | |
| 101-257.000-702.001 | SALARIES & WAGES | 87,076 | 87,331 | 65,915 | 182,500 | 200,000 | 9.59 | 17,500 |
| 101-257.000-702.002 | SALARY - DEPUTY/ASSISTANT | 59,511 | 54,146 | 43,421 | | | | |
| 101-257.000-702.010 | SALARY - CLERICAL | 32,882 | 36,871 | 29,505 | | | | |
| 101-257.000-715.000 | SOCIAL SECURITY/MEDICARE | 13,215 | 13,166 | 10,112 | 14,000 | 15,300 | 9.29 | 1,300 |
| 101-257.000-716.000 | PENSION CONTRIBUTION | 17,925 | 17,537 | 13,877 | 18,250 | 20,000 | 9.59 | 1,750 |
| 101-257.000-717.000 | HEALTH & LIFE INSURANCE | 52,140 | 49,319 | 41,433 | 60,000 | 60,000 | | |
| 101-257.000-727.000 | SUPPLIES | 550 | 365 | 111 | 500 | 500 | | |
| 101-257.000-801.001 | FILING FEES/LEGAL | | | | 100 | 100 | | |
| 101-257.000-802.000 | LEGAL SERVICES | 6,970 | 5,571 | 11,378 | 20,000 | 20,000 | | |
| 101-257.000-808.000 | CONTRACTED SERVICES | | | | 2,000 | 500 | (75.00) | (1,500) |
| 101-257.000-809.000 | PROGRAMMING/SOFTWARE/NETWORK | 7,247 | 7,397 | 7,575 | 9,000 | 9,000 | | |
| 101-257.000-812.000 | LUNCHES/DINNERS/MEETINGS | 321 | 247 | 365 | 500 | 500 | | |
| 101-257.000-817.000 | MILEAGE REIMBURSEMENT | 1,670 | 1,241 | 389 | 1,500 | 1,500 | | |
| 101-257.000-831.000 | SEMINARS/CONTINUING EDUCATION | 4,597 | 4,864 | 5,847 | 7,000 | 7,500 | 7.14 | 500 |
| 101-257.000-832.000 | DUES AND MEMBERSHIPS | 1,282 | 540 | 847 | 860 | 1,000 | 16.28 | 140 |
| 101-257.000-853.000 | TELECOMMUNICATIONS | 560 | 522 | 330 | 660 | 700 | 6.06 | 40 |
| 101-257.000-901.000 | PUBLISHING | 267 | 637 | 406 | 300 | 500 | 66.67 | 200 |
| 101-257.000-903.000 | PROPERTY TAX NOTIFICATIONS | 1,354 | 1,271 | 1,520 | 1,600 | 2,000 | 25.00 | 400 |
| 101-257.000-963.001 | MISCELLANEOUS | 263 | 374 | 120 | 300 | 300 | | |
| 101-257.000-965.000 | POSTAGE | 3,996 | 9,261 | 902 | 5,000 | 6,500 | 30.00 | 1,500 |
| 101-257.000-979.000 | NEW FURNITURE & EQUIPMENT | 6,813 | 153 | | 2,700 | 2,000 | (25.93) | (700) |
| Totals for dept 257.000 - ASSESSOR | | 298,639 | 290,813 | 234,053 | 326,770 | 347,900 | 6.47 | 21,130 |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 261.000 - GENERAL ADMINISTRATION | | | | | | | | |
| 101-261.000-717.000 | HEALTH & LIFE INSURANCE | 15,697 | 20,287 | 22,674 | 19,000 | 27,500 | 44.74 | 8,500 |
| 101-261.000-719.000 | WORKERS' COMPENSATION INSURANCE | 17,425 | 27,883 | 21,739 | 18,000 | 30,000 | 66.67 | 12,000 |
| 101-261.000-727.000 | SUPPLIES | 7,517 | 6,488 | 6,140 | 8,500 | 9,000 | 5.88 | 500 |
| 101-261.000-801.000 | ACCOUNTING SERVICES/AUDIT | 5,796 | 13,213 | 19,325 | 15,000 | 19,000 | 26.67 | 4,000 |
| 101-261.000-801.001 | FILING FEES/LEGAL | 20 | | 20 | 200 | 200 | | |
| 101-261.000-802.000 | LEGAL SERVICES | 6,581 | 4,077 | 913 | 25,000 | 15,000 | (40.00) | (10,000) |
| 101-261.000-803.000 | ENGINEERING | | 1,721 | 1,233 | 8,000 | 8,000 | | |
| 101-261.000-805.000 | EQUIPMENT RENTAL/SERVICE | | | | 500 | 500 | | |
| 101-261.000-808.000 | CONTRACTED SERVICES | 10,583 | 20,854 | 20,077 | 20,000 | 20,000 | | |
| 101-261.000-809.000 | PROGRAMMING/SOFTWARE/NETWORK | 59,057 | 50,558 | 51,415 | 210,000 | 225,000 | 7.14 | 15,000 |
| 101-261.000-812.000 | LUNCHES/DINNERS/MEETINGS | 598 | | | | | | |
| 101-261.000-815.000 | MOSQUITO/LEAF COLLECTION | 7,345 | | | | | | |
| 101-261.000-831.000 | SEMINARS/CONTINUING EDUCATION | 350 | | | 1,000 | 1,000 | | |
| 101-261.000-832.000 | DUES AND MEMBERSHIPS | 33,539 | 72,690 | 139,333 | 65,000 | 74,000 | 13.85 | 9,000 |
| 101-261.000-853.000 | TELECOMMUNICATIONS | 2,070 | 1,150 | 2,433 | 3,000 | 3,600 | 20.00 | 600 |
| 101-261.000-901.000 | PUBLISHING | 2,685 | 2,842 | 769 | 6,000 | 6,000 | | |
| 101-261.000-902.000 | TOWNSHIP NEWSLETTER | 2,339 | 2,665 | 1,252 | 3,000 | 3,200 | 6.67 | 200 |
| 101-261.000-958.000 | INSURANCE & BONDS | 21,949 | | (289) | 4,000 | 4,000 | | |
| 101-261.000-961.001 | MAPPING & AERIAL PHOTO | 3,185 | 3,041 | 3,543 | 4,000 | 4,000 | | |
| 101-261.000-963.001 | MISCELLANEOUS | 441 | (112) | 2,107 | 1,000 | 1,000 | | |
| 101-261.000-964.000 | TAX/PERMIT FEES REFUND | 1,065 | 2,305 | 3,065 | 5,000 | 5,000 | | |
| 101-261.000-965.000 | POSTAGE | 12,504 | (5,483) | (4,375) | 8,500 | 8,500 | | |
| 101-261.000-969.002 | ADMINISTRATION FEES | 60 | | | 200 | 200 | | |
| 101-261.000-975.000 | PEG FUND COMMITMENT | 12,000 | 17,500 | 31,514 | 52,500 | 53,000 | 0.95 | 500 |
| Totals for dept 261.000 - GENERAL ADMINISTRATION | | 222,806 | 241,679 | 322,888 | 477,400 | 517,700 | 8.44 | 40,300 |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 262.000 - ELECTIONS | | | | | | | | |
| 101-262.000-702.001 | SALARIES & WAGES | 29,154 | 9,817 | 20,574 | | 15,000 | | 15,000 |
| 101-262.000-702.002 | SALARY - DEPUTY/ASSISTANT | 2,103 | 108 | 1,627 | | | | |
| 101-262.000-715.000 | SOCIAL SECURITY/MEDICARE | 2,346 | 741 | 1.701 | | 1,150 | | 1,150 |
| 101-262.000-716.000 | PENSION CONTRIBUTION | 1,986 | 12 | 117 | | 1.500 | | 1.500 |
| 101-262.000-717.000 | HEALTH & LIFE INSURANCE | 300 | | | | | | |
| 101-262.000-727.000 | SUPPLIES | 7,478 | 3,724 | 657 | 4,800 | 5,000 | 4.17 | 200 |
| 101-262.000-802.000 | LEGAL SERVICES | 909 | 278 | 1,018 | 1,000 | 1,000 | | |
| 101-262.000-808.000 | CONTRACTED SERVICES | 25.843 | 25,552 | 62,288 | 100.000 | 55.000 | (45.00) | (45,000) |
| 101-262.000-809.000 | PROGRAMMING/SOFTWARE/NETWORK | | | 6,019 | 41,600 | 42,000 | 0.96 | 400 |
| 101-262.000-812.000 | LUNCHES/DINNERS/MEETINGS | | 1,800 | 8,550 | 9,000 | 5,000 | (44.44) | (4,000) |
| 101-262.000-817.000 | MILEAGE REIMBURSEMENT | 327 | 643 | 870 | 2,000 | 2,000 | | |
| 101-262.000-900.000 | PRINTING | 12,770 | 15,707 | 10.418 | 100.000 | 10.000 | (90.00) | (90,000) |
| 101-262.000-901.000 | PUBLISHING | 122 | 142 | 270 | | 3,000 | | 3,000 |
| 101-262.000-963.001 | MISCELLANEOUS | 2,390 | 1,114 | 559 | 2,500 | 2,500 | | |
| 101-262.000-965.000 | POSTAGE | 12.623 | 19.536 | 11,990 | 45,000 | 30,000 | (33.33) | (15,000) |
| 101-262.000-979.000 | NEW FURNITURE & EQUIPMENT | 5,496 | 5,768 | 3,107 | 10,000 | 5,000 | (50.00) | (5,000) |
| Totals for dept 262.000 - ELECTIONS | | 103,847 | 84,942 | 129,765 | 315,900 | 178,150 | (43.61) | (137,750) |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 265.000 - TOWNSHIP HALL AND GROUNDS | | | | | | | | |
| 101-265.000-702.001 | SALARIES & WAGES | 9,920 | 11,563 | 11,781 | 15,000 | 16,000 | 6.67 | 1,000 |
| 101-265.000-715.000 | SOCIAL SECURITY/MEDICARE | 759 | 885 | 962 | 1,150 | 1,216 | 5.74 | 66 |
| 101-265.000-716.000 | PENSION CONTRIBUTION | | | 40 | | 100 | | 100 |
| 101-265.000-727.000 | SUPPLIES | 1,429 | 377 | | 100 | 100 | | |
| 101-265.000-775.000 | BUILDING REPAIR & MAINTENANCE SUPPLIES | 490 | 63 | 54 | 500 | 2,500 | 400.00 | 2,000 |
| 101-265.000-805.000 | EQUIPMENT RENTAL/SERVICE | 1,049 | 491 | 833 | 1,700 | 1,700 | | |
| 101-265.000-808.000 | CONTRACTED SERVICES | 6,928 | 17,358 | 7,151 | 15,510 | 15,000 | (3.29) | (510) |
| 101-265.000-815.000 | MOSQUITO/LEAF COLLECTION | 7,363 | 13,089 | | 23,000 | 23,000 | | |
| 101-265.000-819.000 | SNOW PLOWING/REMOVAL | 13,168 | 22,850 | 13,367 | 18,000 | 20,000 | 11.11 | 2,000 |
| 101-265.000-821.000 | CLEANING BUILDING | 17,651 | 20,172 | 15,740 | 20,000 | 22,000 | 10.00 | 2,000 |
| 101-265.000-822.000 | TRASH REMOVAL | 708 | 1,409 | 1,801 | 1,600 | 2,900 | 81.25 | 1,300 |
| 101-265.000-853.000 | TELECOMMUNICATIONS | 12,662 | 12,652 | 11,732 | 18,500 | 20,000 | 8.11 | 1,500 |
| 101-265.000-920.000 | ELECTRIC | 28,978 | 34,786 | 46,647 | 35,000 | 38,000 | 8.57 | 3,000 |
| 101-265.000-923.000 | NATURAL GAS | 10,485 | 9,941 | 9,458 | 16,000 | 16,000 | | |
| 101-265.000-924.000 | WATER AND SEWER | 424 | 1,514 | 1,053 | 1,500 | 1,600 | 6.67 | 100 |
| 101-265.000-932.000 | EQUIPMENT MAINTENANCE | 7,277 | 5,022 | 29,030 | 16,000 | 16,000 | | |
| 101-265.000-933.000 | BUILDING MAINTENANCE | 3,894 | 10,358 | 14,821 | 10,000 | 13,000 | 30.00 | 3,000 |
| 101-265.000-935.000 | GROUNDS MAINTENANCE | 37,488 | 23,466 | 30,485 | 35,000 | 36,000 | 2.86 | 1,000 |
| 101-265.000-940.000 | FLEET VEHICLE RENT | | | | 500 | 500 | | |
| 101-265.000-958.000 | INSURANCE & BONDS | 3,786 | 14,191 | 25,494 | 30,000 | 35,000 | 16.67 | 5,000 |
| 101-265.000-963.001 | MISCELLANEOUS | 1,301 | 2,543 | 1,229 | 5,000 | 2,500 | (50.00) | (2,500) |
| 101-265.000-972.000 | CAPITAL OUTLAY | 14,767 | 47,554 | 5,284 | | | | |
| 101-265.000-973.000 | GROUNDS IMPROVEMENTS | | | | 5,000 | 5,000 | | |
| 101-265.000-979.000 | NEW FURNITURE & EQUIPMENT | 663 | 1,384 | 561 | 2,500 | 2,500 | | |
| Totals for dept 265.000 - TOWNSHIP HALL AND GROUNDS | | 181,190 | 251,668 | 227,523 | 271,560 | 290,616 | 7.02 | 19,056 |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 371.000 - BUILDING/MECHANICAL INSPECTION | | | | | | | | |
| 101-371.000-702.001 | SALARIES & WAGES | | | 10,305 | | | | |
| 101-371.000-715.000 | SOCIAL SECURITY/MEDICARE | | | 767 | | | | |
| 101-371.000-716.000 | PENSION CONTRIBUTION | | | 1.031 | | | | |
| 101-371.000-717.000 | HEALTH & LIFE INSURANCE | | (80) | 297 | | | | |
| Totals for dept 371.000 - BUILDING/MECHANICAL INSPECTION | | | (80) | 12,400 | | | | |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 443.000 - WATER & SEWER | | | | | | | | |
| 101-443.000-717.000 | HEALTH & LIFE INSURANCE | | (40) | 7,147 | | | | |
| 101-443.000-853.000 | TELECOMMUNICATIONS | | | 151 | | | | |
| 101-443.000-926.000 | HYDRANT RENTAL | 13,580 | 13,980 | | | | | |
| Totals for dept 443.000 - WATER & SEWER | | 13,580 | 13.940 | 7.298 | | | | |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 445.000 - DRAINS | | | | | | | | |
| 101-445.000-808.000 | CONTRACTED SERVICES | 43,364 | 24,945 | 51,085 | 40,000 | 40,000 | | |
| Totals for dept 445.000 - DRAINS | | 43.364 | 24,945 | 51,085 | 40.000 | 40.000 | | |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 446.000 - HIGHWAYS, STREETS & TRAILS | | | | | | | | |
| 101-446.000-808.000 | CONTRACTED SERVICES | 15,286 | 16,347 | 9,429 | 17.000 | 25,000 | 47.06 | 8.000 |
| 101-446.000-920.001 | DIVISION AVE | 12 | 588 | | 20.000 | | (100.00) | (20,000) |
| 101-446.000-960.000 | ROAD CONSTRUCTION | 185,396 | 300,031 | 226,533 | 250,000 | 350,007 | 40.00 | 100,007 |
| 101-446.000-960.002 | TRAIL CONSTRUCTION & MAINTENANCE | 2,070 | 739 | 5,197 | 12,000 | 15,000 | 25.00 | 3,000 |
| 101-446.000-972.000 | CAPITAL OUTLAY | | | 8,200 | | 20,000 | | 20,000 |
| 101-446.000-973.001 | DIVISION AVE MAINTENANCE | 3,389 | 6,210 | 2,702 | 10,000 | 10,000 | | |
| Totals for dept 446.000 - HIGHWAYS, STREETS & TRAILS | | 206,153 | 323,915 | 252,061 | 309,000 | 420,007 | 35.92 | 111,007 |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 448.000 - STREET LIGHTING | | | | | | | | |
| 101-448.000-901.000 | PUBLISHING | | | | 500 | 500 | | |
| 101-448.000-920.000 | ELECTRIC | 151,595 | 176,274 | 153,763 | 160,000 | 200,000 | 25.00 | 40,000 |
| 101-448.000-920.001 | DIVISION AVE | 5,568 | 4,878 | 3,491 | 5,000 | 6,000 | 20.00 | 1,000 |
| 101-448.000-920.002 | INTERSECTION LIGHTS/INSTALL/OPER | | 131 | | 200 | 200 | | |
| Totals for dept 448.000 - STREET LIGHTING | | 157,163 | 181,283 | 157,254 | 165,700 | 206,700 | 24.74 | 41,000 |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 567.000 - CEMETERY | | | | | | | | |
| 101-567.000-702.001 | SALARIES & WAGES | 51,814 | 28,369 | 23,355 | 30,000 | 31,000 | 3.33 | 1,000 |
| 101-567.000-702.002 | SALARY - DEPUTY/ASSISTANT | 25,738 | 21,200 | 16,287 | | | | |
| 101-567.000-715.000 | SOCIAL SECURITY/MEDICARE | 5,889 | 3,792 | 3,033 | 2,295 | 2,375 | 3.49 | 80 |
| 101-567.000-716.000 | PENSION CONTRIBUTION | 2,390 | | | 3,000 | 3,100 | 3.33 | 100 |
| 101-567.000-717.000 | HEALTH & LIFE INSURANCE | 300 | | | | | | |
| 101-567.000-727.000 | SUPPLIES | 100 | 287 | 144 | 250 | 250 | | |
| 101-567.000-740.000 | OPERATING SUPPLIES | 2,901 | 3,308 | 5,406 | 3,000 | 3,000 | | |
| 101-567.000-741.000 | FUEL | | | 40 | | 2,000 | | 2,000 |
| 101-567.000-775.000 | BUILDING REPAIR & MAINTENANCE SUPPLIES | 43 | | 865 | 6,000 | 5,000 | (16.67) | (1,000) |
| 101-567.000-802.000 | LEGAL SERVICES | 44 | | 505 | 200 | 500 | 150.00 | 300 |
| 101-567.000-803.000 | ENGINEERING | | 246 | 10,318 | 3,500 | 5,000 | 42.86 | 1,500 |
| 101-567.000-808.000 | CONTRACTED SERVICES | 1,139 | 300 | 1,376 | 4,000 | 2,000 | (50.00) | (2,000) |
| 101-567.000-809.000 | PROGRAMMING/SOFTWARE/NETWORK | | | | | 1,400 | | 1,400 |
| 101-567.000-817.000 | MILEAGE REIMBURSEMENT | | 12 | 101 | | 100 | | 100 |
| 101-567.000-819.000 | SNOW PLOWING/REMOVAL | 1,836 | 4,286 | 2,571 | 4,000 | 5,000 | 25.00 | 1,000 |
| 101-567.000-822.000 | TRASH REMOVAL | 725 | 732 | 644 | 600 | 650 | 8.33 | 50 |
| 101-567.000-920.000 | ELECTRIC | 1,154 | 1,122 | 947 | 1,600 | 1,600 | | |
| 101-567.000-932.000 | EQUIPMENT MAINTENANCE | 2,282 | 1,729 | 250 | 2,500 | 3,000 | 20.00 | 500 |
| 101-567.000-963.001 | MISCELLANEOUS | 325 | | | 500 | 500 | | |
| 101-567.000-972.000 | CAPITAL OUTLAY | | 182,927 | 28,169 | | 40,000 | | 40,000 |
| 101-567.000-973.000 | GROUNDS IMPROVEMENTS | 8,740 | 8,432 | 4,009 | 250,000 | 50,000 | (80.00) | (200,000) |
| 101-567.000-979.000 | NEW FURNITURE & EQUIPMENT | 612 | 69,140 | 6,491 | 50,000 | 50,000 | | |
| Totals for dept 567.000 - CEMETERY | | 106,032 | 325,882 | 104,511 | 361,445 | 206,475 | (42.88) | (154,970) |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 596.000 - PUBLIC TRANSPORTATION | | | | | | | | |
| 101-596.000-860.000 | INTERURBAN TRANSIT AUTHORITY | 44,354 | 43,029 | 34,775 | 55,000 | 58,000 | 5.45 | 3,000 |
| Totals for dept 596.000 - PUBLIC TRANSPORTATION | | 44,354 | 43,029 | 34,775 | 55,000 | 58,000 | 5.45 | 3,000 |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 701.000 - PLANNING AND ZONING | | | | | | | | |
| 101-701.000-702.001 | SALARIES & WAGES | 152,571 | 127,395 | 114,220 | 152,000 | 165,000 | 8.55 | 13,000 |
| 101-701.000-702.002 | SALARY - DEPUTY/ASSISTANT | 86 | | | | | | |
| 101-701.000-702.006 | SALARY - BOARDS/COMMISSIONS | 7,360 | 7,550 | 6,030 | 9,500 | 9,500 | | |
| 101-701.000-702.011 | PAYMENT IN LIEU OF HEALTH INS | | | 4,000 | | 5,200 | | 5,200 |
| 101-701.000-715.000 | SOCIAL SECURITY/MEDICARE | 12,187 | 10,323 | 9,505 | 11,600 | 12,625 | 8.84 | 1,025 |
| 101-701.000-716.000 | PENSION CONTRIBUTION | 15,227 | 12,949 | 10,875 | 15,200 | 16,500 | 8.55 | 1,300 |
| 101-701.000-717.000 | HEALTH & LIFE INSURANCE | 29,507 | 32,632 | 21,723 | 51,000 | 30,000 | (41.18) | (21,000) |
| 101-701.000-727.000 | SUPPLIES | 527 | 182 | 391 | 600 | 700 | 16.67 | 100 |
| 101-701.000-727.001 | REFERENCE MATERIALS | | | 93 | 200 | 200 | | |
| 101-701.000-727.002 | MUNICODE UPDATES | 1,238 | 784 | 935 | 8,000 | 8,000 | | |
| 101-701.000-802.000 | LEGAL SERVICES | 21,214 | 17,148 | 5,218 | 20,000 | 20,000 | | |
| 101-701.000-808.000 | CONTRACTED SERVICES | 9,790 | 28,281 | 28,836 | 45,000 | 45,000 | | |
| 101-701.000-808.001 | ENGINEERING CONTRACTED SERVICES | 7,250 | 22,920 | (3,018) | 25,000 | 25,000 | | |
| 101-701.000-809.000 | PROGRAMMING/SOFTWARE/NETWORK | 2,610 | 894 | 940 | 3,000 | 3,000 | | |
| 101-701.000-812.000 | LUNCHES/DINNERS/MEETINGS | 103 | 328 | 239 | 200 | 200 | | |
| 101-701.000-817.000 | MILEAGE REIMBURSEMENT | 635 | 371 | 108 | 750 | 750 | | |
| 101-701.000-831.000 | SEMINARS/CONTINUING EDUCATION | 722 | 1,190 | 880 | 3,000 | 2,500 | (16.67) | (500) |
| 101-701.000-832.000 | DUES AND MEMBERSHIPS | 229 | 240 | 95 | 500 | 500 | | |
| 101-701.000-853.000 | TELECOMMUNICATIONS | 260 | 899 | 401 | 900 | 600 | (33.33) | (300) |
| 101-701.000-900.000 | PRINTING | 179 | 195 | 405 | 500 | 750 | 50.00 | 250 |
| 101-701.000-901.000 | PUBLISHING | 3,963 | 3,955 | 5,690 | 4,000 | 5,000 | 25.00 | 1,000 |
| 101-701.000-963.001 | MISCELLANEOUS | 170 | 217 | 54 | 500 | 500 | | |
| 101-701.000-965.000 | POSTAGE | 1,303 | 3,797 | 3,067 | 2,000 | 4,000 | 100.00 | 2,000 |
| 101-701.000-979.000 | NEW FURNITURE & EQUIPMENT | 2,360 | 2,534 | 1,910 | 3,000 | 1,000 | (66.67) | (2,000) |
| Totals for dept 701.000 - PLANNING AND ZONING | | 269,491 | 274,784 | 212,597 | 356,450 | 356,525 | 0.02 | 75 |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 751.000 - PARKS AND RECREATION | | | | | | | | |
| 101-751.000-702.006 | SALARY - BOARDS/COMMISSIONS | 1,430 | 1,360 | 1,180 | 2,500 | 2,500 | | |
| 101-751.000-715.000 | SOCIAL SECURITY/MEDICARE | 109 | 104 | 90 | 190 | 190 | | |
| 101-751.000-716.000 | PENSION CONTRIBUTION | 26 | 25 | 12 | 50 | 50 | | |
| 101-751.000-727.000 | SUPPLIES | 212 | 126 | 87 | 100 | 100 | | |
| 101-751.000-808.000 | CONTRACTED SERVICES | 16,575 | 28,625 | 9,163 | 25,000 | 25,000 | | |
| 101-751.000-812.000 | LUNCHES/DINNERS/MEETINGS | 335 | 423 | 333 | 600 | 600 | | |
| 101-751.000-880.000 | COMMUNITY PROMOTIONS | 2,580 | 1,707 | 3,505 | 5,000 | 5,000 | | |
| 101-751.000-900.000 | PRINTING | | | | 600 | 600 | | |
| 101-751.000-901.000 | PUBLISHING | | | | 200 | 200 | | |
| 101-751.000-963.001 | MISCELLANEOUS | | 110 | 819 | 250 | 250 | | |
| 101-751.000-965.000 | POSTAGE | | | | 100 | 100 | | |
| 101-751.000-973.000 | GROUNDS IMPROVEMENTS | 550 | 780 | 512 | 5,000 | 5,000 | | |
| Totals for dept 751.000 - PARKS AND RECREATION | | 21,817 | 33,260 | 15,701 | 39,590 | 39,590 | | |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 790.000 - LIBRARY | | | | | | | | |
| 101-790.000-727.000 | SUPPLIES | | 414 | | | | | |
| 101-790.000-775.000 | BUILDING REPAIR & MAINTENANCE SUPPLIES | 21 | 115 | 30 | 500 | 500 | | |
| 101-790.000-805.000 | EQUIPMENT RENTAL/SERVICE | | | | 200 | 200 | | |
| 101-790.000-808.000 | CONTRACTED SERVICES | 360 | 1,224 | 1,759 | 2,000 | 2,000 | | |
| 101-790.000-819.000 | SNOW PLOWING/REMOVAL | 6,429 | 9,509 | 4,123 | 7,500 | 8,000 | 6.67 | 500 |
| 101-790.000-821.000 | CLEANING BUILDING | 14,968 | 13,769 | 15,404 | 16,000 | 21,400 | 33.75 | 5,400 |
| 101-790.000-822.000 | TRASH REMOVAL | 879 | 936 | 816 | 1,000 | 1,000 | | |
| 101-790.000-920.000 | ELECTRIC | 9,525 | 8,834 | 8,676 | 11,000 | 11,500 | 4.55 | 500 |
| 101-790.000-923.000 | NATURAL GAS | 3,744 | 3,590 | 2,256 | 4,500 | 5,000 | 11.11 | 500 |
| 101-790.000-924.000 | WATER AND SEWER | 318 | 768 | 453 | 500 | 800 | 60.00 | 300 |
| 101-790.000-932.000 | EQUIPMENT MAINTENANCE | 1,220 | 1,966 | 1,992 | 5,000 | 5,000 | | |
| 101-790.000-933.000 | BUILDING MAINTENANCE | 3,391 | 14,482 | 6,025 | 7,000 | 7,000 | | |
| 101-790.000-935.000 | GROUNDS MAINTENANCE | 3,996 | 6,672 | 5,028 | 8,500 | 8,500 | | |
| 101-790.000-958.000 | INSURANCE & BONDS | 1,062 | 3,352 | 4,419 | 4,000 | 5,000 | 25.00 | 1,000 |
| 101-790.000-963.001 | MISCELLANEOUS | | | | 100 | 100 | | |
| 101-790.000-973.000 | GROUNDS IMPROVEMENTS | | 3,200 | | 8,000 | 8,000 | | |
| 101-790.000-979.000 | NEW FURNITURE & EQUIPMENT | | 280 | 150 | 4,000 | 5,000 | 25.00 | 1,000 |
| Totals for dept 790.000 - LIBRARY | | 45,913 | 69,111 | 51,131 | 79,800 | 89,000 | 11.53 | 9,200 |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 900.000 - CAPITAL OUTLAY | | | | | | | | |
| 101-900.000-972.000 | CAPITAL OUTLAY | | 65,052 | | | | | |
| Totals for dept 900.000 - CAPITAL OUTLAY | | | 65,052 | | | | | |
| Dept 990.000 - TRANSFER OUT | | | | | | | | |
| 101-990.000-995.000 | TRANSFER OUT | 1,866,638 | 1,769,386 | 1,000,000 | 2,125,000 | 2,557,780 | 20.37 | 432,780 |
| Totals for dept 990.000 - TRANSFER OUT | | 1,866,638 | 1,769,386 | 1,000,000 | 2,125,000 | 2,557,780 | 20.37 | 432,780 |
| TOTAL APPROPRIATIONS | | 4,130,291 | 4,777,177 | 3,476,151 | 5,821,363 | 6,218,724 | 6.83 | 397,361 |
| NET OF REVENUES/APPROPRIATIONS - FUND 101 | | 1,690,886 | 774,785 | 208,747 | | | | |
| BEGINNING FUND BALANCE | | 3,323,186 | 5,014,069 | 5,788,858 | 5,788,854 | 5,788,854 | | |
| ENDING FUND BALANCE | | 5,014,072 | 5,788,854 | 5,997,605 | 5,788,854 | 5,788,854 | | |

09/18/2024 BUDGET REPORT FOR GAINES CHARTER TOWNSHIP

Calculations as of 12/31/2024

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| ESTIMATED REVENUES | | | | | | | | |
| Dept 000.000 | | | | | | | | |
| 205-000.000-452.000 | PUBLIC SAFETY SAD REVENUE | 599,967 | 821,826 | 1,119,565 | 1,225,000 | 1,637,200 | 33.65 | 412,200 |
| 205-000.000-543.000 | STATE GRANTS - PUBLIC SAFETY | | | 10,000 | | | | |
| 205-000.000-613.000 | BYRON TWP MANAGEMENT FEE | 15,513 | 33,440 | 11,452 | 32,000 | | (100.00) | (32,000) |
| 205-000.000-613.001 | BYRON TWP REIMBURSEMENT | 7,785 | (9,929) | (4,211) | 550,000 | 564,000 | 2.55 | 14,000 |
| 205-000.000-642.000 | SALE OF EQUIPMENT | 5,686 | 45,000 | 1,805 | | | | |
| 205-000.000-674.000 | CONTRIBUTIONS AND DONATIONS | | 630 | | | | | |
| 205-000.000-675.001 | ARPA PUBLIC SAFETY REVENUE | | 440,000 | | | 200,000 | | 200,000 |
| 205-000.000-687.002 | FIRE DEPT REVENUES/REIMBURSEMENT | 19,550 | 17,437 | 5,190 | | | | |
| 205-000.000-699.000 | TRANSFER IN | 1,866,638 | 1,723,587 | 1,000,000 | 2,465,000 | 2,557,780 | 3.76 | 92,780 |
| Totals for dept 000.000 - | | 2,515,139 | 3,071,991 | 2,143,801 | 4,272,000 | 4,958,980 | 16.08 | 686,980 |
| TOTAL ESTIMATED REVENUES | | 2,515,139 | 3,071,991 | 2,143,801 | 4,272,000 | 4,958,980 | 16.08 | 686,980 |

APPROPRIATIONS

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 301.000 - LAW ENFORCEMENT | | | | | | | | |
| 205-301.000-727.000 | SUPPLIES | | | 188 | | 500 | | 500 |
| 205-301.000-820.000 | KENT COUNTY SHERIFF PATROL | 943,183 | 973,790 | 823,591 | 1,360,000 | 1,428,000 | 5.00 | 68,000 |
| Totals for dept 301.000 - LAW ENFORCEMENT | | 943,183 | 973,790 | 823,779 | 1,360,000 | 1,428,500 | 5.04 | 68,500 |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 336.001 - CUTLERVILLE FIRE DEPARTMENT | | | | | | | | |
| 205-336.001-702.001 | SALARIES & WAGES | 24,350 | 18,567 | 23,196 | 47,250 | | (100.00) | (47,250) |
| 205-336.001-702.002 | SALARY - DEPUTY/ASSISTANT | 326,094 | 285,828 | 283,560 | 524,800 | | (100.00) | (524,800) |
| 205-336.001-702.003 | FILL IN FOR FULL TIME | 20,236 | 7,148 | 24,636 | 20,000 | | (100.00) | (20,000) |
| 205-336.001-702.005 | SALARIES - POC FIRE FIGHTERS | 35,393 | 20,435 | 17,739 | 42,000 | | (100.00) | (42,000) |
| 205-336.001-702.008 | OFFICER STIPENDS | 2,818 | 2,390 | 2,601 | 4,080 | | (100.00) | (4,080) |
| 205-336.001-702.010 | SALARY -PART TIME STAFFING | 67,767 | 29,909 | 20,884 | 78,000 | | (100.00) | (78,000) |
| 205-336.001-702.011 | PAYMENT IN LIEU OF HEALTH INSU | 6,996 | 4,690 | 316 | 8,000 | | (100.00) | (8,000) |
| 205-336.001-702.013 | OVERTIME | | 40,268 | 35,671 | 49,000 | | (100.00) | (49,000) |
| 205-336.001-702.014 | OVERTIME - FLSA | | 19,855 | 23,427 | 59,137 | | (100.00) | (59,137) |
| 205-336.001-702.778 | TRAINING PAY | 7,659 | 3,415 | 3,165 | 20,000 | | (100.00) | (20,000) |
| 205-336.001-715.000 | SOCIAL SECURITY/MEDICARE | 35,549 | 32,677 | 32,523 | 64,000 | | (100.00) | (64,000) |
| 205-336.001-716.000 | PENSION CONTRIBUTION | 29,630 | 31,753 | 29,472 | 70,000 | | (100.00) | (70,000) |
| 205-336.001-717.000 | HEALTH & LIFE INSURANCE | 52,980 | 52,370 | 88,000 | 142,175 | | (100.00) | (142,175) |
| 205-336.001-719.000 | WORKER'S COMPENSATION INSURANCE | 24,895 | 33,675 | 26,453 | 27,500 | | (100.00) | (27,500) |
| 205-336.001-727.000 | SUPPLIES | 2,487 | 2,192 | 2,839 | 7,500 | | (100.00) | (7,500) |
| 205-336.001-740.000 | OPERATING SUPPLIES | 2,568 | 4,516 | 4,156 | 12,500 | | (100.00) | (12,500) |
| 205-336.001-741.000 | FUEL | 14,342 | 8,374 | 8,109 | 15,000 | | (100.00) | (15,000) |
| 205-336.001-775.000 | BUILDING REPAIR & MAINTENANCE SUPPLIES | | 111 | | | | | |
| 205-336.001-776.000 | UNIFORMS | 3,373 | 2,550 | 2,366 | 6,000 | | (100.00) | (6,000) |
| 205-336.001-776.001 | TURN OUT GEAR | 4,369 | 197 | 5,784 | 14,500 | | (100.00) | (14,500) |
| 205-336.001-802.000 | LEGAL SERVICES | 14,440 | 6,390 | 7,353 | 10,000 | | (100.00) | (10,000) |
| 205-336.001-808.000 | CONTRACTED SERVICES | 18,717 | 9,267 | 1,464 | 31,950 | | (100.00) | (31,950) |
| 205-336.001-809.000 | PROGRAMMING/SOFTWARE/NETWORK | 5,812 | 22,525 | 23,720 | 30,000 | | (100.00) | (30,000) |
| 205-336.001-810.001 | FIRE PREVENTION EDUCATION | 641 | 693 | | 1,800 | | (100.00) | (1,800) |
| 205-336.001-811.000 | TRAINING | 4,345 | 820 | 7,731 | 7,500 | | (100.00) | (7,500) |
| 205-336.001-816.000 | KENT COUNTY EMS ASSESSMENT | 746 | 592 | 739 | 1,200 | | (100.00) | (1,200) |
| 205-336.001-816.001 | BYRON TWP ASSESSMENT | 4,047 | 1,383 | 900 | 6,000 | | (100.00) | (6,000) |
| 205-336.001-817.000 | MILEAGE REIMBURSEMENT | 275 | | (13) | 600 | | (100.00) | (600) |
| 205-336.001-819.000 | SNOW PLOWING/REMOVAL | 2,064 | 4,022 | 3,043 | 7,000 | | (100.00) | (7,000) |
| 205-336.001-822.000 | TRASH REMOVAL | 822 | 852 | 985 | 1,600 | | (100.00) | (1,600) |
| 205-336.001-831.000 | SEMINARS/CONTINUING EDUCATION | 133 | | 618 | 4,500 | | (100.00) | (4,500) |
| 205-336.001-832.000 | DUES AND MEMBERSHIPS | 183 | 235 | 421 | 300 | | (100.00) | (300) |
| 205-336.001-835.000 | PHYSICAL EXAMINATIONS | 3,907 | 5,190 | 1,515 | 9,000 | | (100.00) | (9,000) |
| 205-336.001-853.000 | TELECOMMUNICATIONS | 3,224 | 2,874 | 3,682 | 6,000 | | (100.00) | (6,000) |
| 205-336.001-920.000 | ELECTRIC | 7,731 | 7,613 | 7,920 | 14,000 | | (100.00) | (14,000) |
| 205-336.001-923.000 | NATURAL GAS | 3,351 | 2,309 | 3,955 | 7,700 | | (100.00) | (7,700) |
| 205-336.001-924.000 | WATER AND SEWER | 514 | 636 | 383 | 1,000 | | (100.00) | (1,000) |
| 205-336.001-931.000 | VEHICLE MAINTENANCE | 37,888 | 23,144 | 25,974 | 50,000 | | (100.00) | (50,000) |
| 205-336.001-932.000 | EQUIPMENT MAINTENANCE | 4,503 | 2,520 | 15,827 | 11,000 | | (100.00) | (11,000) |
| 205-336.001-933.000 | BUILDING MAINTENANCE | 2,347 | 5,248 | 6,107 | 10,000 | | (100.00) | (10,000) |
| 205-336.001-935.000 | GROUNDS MAINTENANCE | 54 | 1,069 | 1,548 | 2,000 | | (100.00) | (2,000) |
| 205-336.001-956.000 | FOOD ALLOWANCE | 1,121 | 883 | 335 | 1,500 | | (100.00) | (1,500) |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| 205-336.001-963.001 | MISCELLANEOUS | 4,391 | 2,592 | 1,007 | 1,000 | | (100.00) | (1,000) |
| 205-336.001-972.000 | CAPITAL OUTLAY | 100,677 | 7,069 | 17,854 | 20,000 | | (100.00) | (20,000) |
| 205-336.001-973.000 | GROUNDS IMPROVEMENTS | | | | 1,000 | | (100.00) | (1,000) |
| 205-336.001-979.000 | NEW FURNITURE & EQUIPMENT | 2,123 | 5,760 | 4,113 | 10,000 | | (100.00) | (10,000) |
| 205-336.001-998.000 | CONTINGENCY | | | | 38,404 | | (100.00) | (38,404) |
| Totals for dept 336.001 - CUTLERVILLE FIRE DEPARTMENT | | 891,632 | 716,708 | 796,000 | 1,510,496 | | (100.00) | (1,510,496) |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 336.002 - DUTTON FIRE DEPARTMENT | | | | | | | | |
| 205-336.002-702.001 | SALARIES & WAGES | 42,211 | 44,608 | 35,800 | 47,250 | | (100.00) | (47,250) |
| 205-336.002-702.002 | SALARY - DEPUTY/ASSISTANT | 75,730 | 480,581 | 346,627 | 505,000 | | (100.00) | (505,000) |
| 205-336.002-702.003 | FILL IN FOR FULL TIME | 1,792 | 4,024 | 1,589 | 10,000 | | (100.00) | (10,000) |
| 205-336.002-702.005 | SALARIES - POC FIRE FIGHTERS | 157,600 | 45,685 | 22,609 | 70,000 | | (100.00) | (70,000) |
| 205-336.002-702.008 | OFFICER STIPENDS | | 5,625 | 4,625 | 7,500 | | (100.00) | (7,500) |
| 205-336.002-702.010 | SALARY -PART TIME STAFFING | 70,384 | 1,579 | | | | | |
| 205-336.002-702.011 | PAYMENT IN LIEU OF HEALTH INSU | 9,736 | 9,943 | 3,700 | 10,000 | | (100.00) | (10,000) |
| 205-336.002-702.013 | OVERTIME | | 11,418 | 24,652 | 20,000 | | (100.00) | (20,000) |
| 205-336.002-702.014 | OVERTIME - FLSA | | 46,728 | 37,256 | 57,500 | | (100.00) | (57,500) |
| 205-336.002-702.015 | ELECTRICAL/FIRE INSPECTOR | 33,646 | 12,636 | 1,479 | 19,000 | | (100.00) | (19,000) |
| 205-336.002-702.778 | TRAINING PAY | | 17,335 | 18,170 | 30,000 | | (100.00) | (30,000) |
| 205-336.002-715.000 | SOCIAL SECURITY/MEDICARE | 29,786 | 51,142 | 36,875 | 58,200 | | (100.00) | (58,200) |
| 205-336.002-716.000 | PENSION CONTRIBUTION | 19,050 | 49,647 | 36,797 | 60,000 | | (100.00) | (60,000) |
| 205-336.002-717.000 | HEALTH & LIFE INSURANCE | 1,445 | 106,973 | 82,186 | 121,000 | | (100.00) | (121,000) |
| 205-336.002-719.000 | WORKER'S COMPENSATION INSURANCE | 23,954 | 38,315 | 24,443 | 29,700 | | (100.00) | (29,700) |
| 205-336.002-727.000 | SUPPLIES | 3,362 | 3,269 | 1,403 | 9,300 | | (100.00) | (9,300) |
| 205-336.002-740.000 | OPERATING SUPPLIES | 10,254 | 7,737 | 4,788 | 12,000 | | (100.00) | (12,000) |
| 205-336.002-741.000 | FUEL | 11,410 | 13,788 | 11,364 | 15,000 | | (100.00) | (15,000) |
| 205-336.002-775.000 | BUILDING REPAIR & MAINTENANCE SUPPLIES | 11 | 856 | | | | | |
| 205-336.002-776.000 | UNIFORMS | 4,063 | 8,829 | 2,975 | 6,000 | | (100.00) | (6,000) |
| 205-336.002-776.001 | TURN OUT GEAR | 11,238 | 28,900 | 7,023 | 14,500 | | (100.00) | (14,500) |
| 205-336.002-802.000 | LEGAL SERVICES | 5,011 | | | | | | |
| 205-336.002-808.000 | CONTRACTED SERVICES | 14,632 | 9,851 | 2,309 | 26,225 | | (100.00) | (26,225) |
| 205-336.002-809.000 | PROGRAMMING/SOFTWARE/NETWORK | 5,259 | 29,714 | 30,224 | 26,100 | | (100.00) | (26,100) |
| 205-336.002-810.001 | FIRE PREVENTION EDUCATION | 1,051 | 1,172 | 250 | 2,000 | | (100.00) | (2,000) |
| 205-336.002-810.002 | HAZMAT ASSESSMENT | 2,000 | 2,000 | 2,000 | 2,000 | | (100.00) | (2,000) |
| 205-336.002-811.000 | TRAINING | 5,990 | 4,605 | 84 | 12,500 | | (100.00) | (12,500) |
| 205-336.002-816.000 | KENT COUNTY EMS ASSESSMENT | 962 | 973 | 756 | 1,300 | | (100.00) | (1,300) |
| 205-336.002-817.000 | MILEAGE REIMBURSEMENT | | 462 | | 600 | | (100.00) | (600) |
| 205-336.002-819.000 | SNOW PLOWING/REMOVAL | 6,123 | 7,854 | 3,927 | 7,000 | | (100.00) | (7,000) |
| 205-336.002-822.000 | TRASH REMOVAL | 581 | 617 | 485 | 625 | | (100.00) | (625) |
| 205-336.002-831.000 | SEMINARS/CONTINUING EDUCATION | 315 | 250 | 1,756 | 4,500 | | (100.00) | (4,500) |
| 205-336.002-832.000 | DUES AND MEMBERSHIPS | 115 | 444 | 345 | 300 | | (100.00) | (300) |
| 205-336.002-835.000 | PHYSICAL EXAMINATIONS | 7,939 | 8,002 | 32 | 11,500 | | (100.00) | (11,500) |
| 205-336.002-853.000 | TELECOMMUNICATIONS | 8,770 | 9,491 | 6,650 | 12,000 | | (100.00) | (12,000) |
| 205-336.002-920.000 | ELECTRIC | 11,805 | 12,649 | 9,017 | 13,000 | | (100.00) | (13,000) |
| 205-336.002-923.000 | NATURAL GAS | 7,236 | 6,660 | 4,217 | 10,000 | | (100.00) | (10,000) |
| 205-336.002-924.000 | WATER AND SEWER | 448 | 574 | 493 | 500 | | (100.00) | (500) |
| 205-336.002-931.000 | VEHICLE MAINTENANCE | 35,758 | 32,227 | 21,642 | 42,000 | | (100.00) | (42,000) |
| 205-336.002-932.000 | EQUIPMENT MAINTENANCE | 4,834 | 8,323 | 1,608 | 10,000 | | (100.00) | (10,000) |
| 205-336.002-933.000 | BUILDING MAINTENANCE | 10,387 | 5,846 | 4,494 | 11,000 | | (100.00) | (11,000) |
| 205-336.002-935.000 | GROUNDS MAINTENANCE | 1,048 | 1,308 | 889 | 2,000 | | (100.00) | (2,000) |
| 205-336.002-958.000 | INSURANCE & BONDS | 13,066 | 24,315 | 29,419 | 23,000 | | (100.00) | (23,000) |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| 205-336.002-972.000 | CAPITAL OUTLAY | 7,999 | 127,181 | 35,271 | 25,000 | | (100.00) | (25,000) |
| 205-336.002-973.000 | GROUNDS IMPROVEMENTS | 7,437 | 209 | | 2,000 | | (100.00) | (2,000) |
| 205-336.002-979.000 | NEW FURNITURE & EQUIPMENT | 14,064 | 21,527 | 63 | 15,000 | | (100.00) | (15,000) |
| 205-336.002-998.000 | CONTINGENCY | | | | 38,404 | | (100.00) | (38,404) |
| Totals for dept 336.002 - DUTTON FIRE DEPARTMENT | | 680,320 | 1,306,591 | 861,433 | 1,401,504 | | (100.00) | (1,401,504) |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 336.003 - GAINES FIRE DEPARTMENT | | | | | | | | |
| 205-336.003-702.001 | SALARIES & WAGES | | | | | 98,280 | | 98,280 |
| 205-336.003-702.002 | SALARY - DEPUTY/ASSISTANT | | | | | 1,100,000 | | 1,100,000 |
| 205-336.003-702.003 | FILL IN FOR FULL TIME | | | | | 15,000 | | 15,000 |
| 205-336.003-702.005 | SALARIES - POC FIRE FIGHTERS | | | | | 70,000 | | 70,000 |
| 205-336.003-702.008 | OFFICER STIPENDS | | | | | 10,000 | | 10,000 |
| 205-336.003-702.010 | SALARY -PART TIME STAFFING | | | | | 78,000 | | 78,000 |
| 205-336.003-702.011 | PAYMENT IN LIEU OF HEALTH INSU | | | | | 10,000 | | 10,000 |
| 205-336.003-702.013 | OVERTIME | | | | | 84,000 | | 84,000 |
| 205-336.003-702.014 | OVERTIME - FLSA | | | | | 125,000 | | 125,000 |
| 205-336.003-702.015 | ELECTRICAL/FIRE INSPECTOR | | | | | 50,000 | | 50,000 |
| 205-336.003-702.778 | TRAINING PAY | | | | | 50,000 | | 50,000 |
| 205-336.003-715.000 | SOCIAL SECURITY/MEDICARE | | | | | 131,000 | | 131,000 |
| 205-336.003-716.000 | PENSION CONTRIBUTION | | | | | 130,000 | | 130,000 |
| 205-336.003-717.000 | HEALTH & LIFE INSURANCE | | | | | 300,000 | | 300,000 |
| 205-336.003-719.000 | WORKER'S COMPENSATION INSURANCE | | | | | 80,000 | | 80,000 |
| 205-336.003-727.000 | SUPPLIES | | | | | 15,000 | | 15,000 |
| 205-336.003-740.000 | OPERATING SUPPLIES | | | | | 24,500 | | 24,500 |
| 205-336.003-741.000 | FUEL | | | | | 35,000 | | 35,000 |
| 205-336.003-776.000 | UNIFORMS | | | | | 17,000 | | 17,000 |
| 205-336.003-776.001 | TURN OUT GEAR | | | | | 91,500 | | 91,500 |
| 205-336.003-802.000 | LEGAL SERVICES | | | | | 10,000 | | 10,000 |
| 205-336.003-808.000 | CONTRACTED SERVICES | | | | | 65,000 | | 65,000 |
| 205-336.003-809.000 | PROGRAMMING/SOFTWARE/NETWORK | | | | | 60,000 | | 60,000 |
| 205-336.003-810.001 | FIRE PREVENTION EDUCATION | | | | | 3,800 | | 3,800 |
| 205-336.003-810.002 | HAZMAT ASSESSMENT | | | | | 2,000 | | 2,000 |
| 205-336.003-811.000 | TRAINING | | | | | 15,000 | | 15,000 |
| 205-336.003-816.000 | KENT COUNTY EMS ASSESSMENT | | | | | 1,500 | | 1,500 |
| 205-336.003-817.000 | MILEAGE REIMBURSEMENT | | | | | 600 | | 600 |
| 205-336.003-819.000 | SNOW PLOWING/REMOVAL | | | | | 15,000 | | 15,000 |
| 205-336.003-822.000 | TRASH REMOVAL | | | | | 2,500 | | 2,500 |
| 205-336.003-831.000 | SEMINARS/CONTINUING EDUCATION | | | | | 11,500 | | 11,500 |
| 205-336.003-832.000 | DUES AND MEMBERSHIPS | | | | | 1,300 | | 1,300 |
| 205-336.003-835.000 | PHYSICAL EXAMINATIONS | | | | | 20,500 | | 20,500 |
| 205-336.003-853.000 | TELECOMMUNICATIONS | | | | | 18,000 | | 18,000 |
| 205-336.003-920.000 | ELECTRIC | | | | | 30,000 | | 30,000 |
| 205-336.003-923.000 | NATURAL GAS | | | | | 18,000 | | 18,000 |
| 205-336.003-924.000 | WATER AND SEWER | | | | | 2,000 | | 2,000 |
| 205-336.003-931.000 | VEHICLE MAINTENANCE | | | | | 80,000 | | 80,000 |
| 205-336.003-932.000 | EQUIPMENT MAINTENANCE | | | | | 21,000 | | 21,000 |
| 205-336.003-933.000 | BUILDING MAINTENANCE | | | | | 21,000 | | 21,000 |
| 205-336.003-935.000 | GROUNDS MAINTENANCE | | | | | 4,000 | | 4,000 |
| 205-336.003-956.000 | FOOD ALLOWANCE | | | | | 1,500 | | 1,500 |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| 205-336.003-963.001 | MISCELLANEOUS | | | | | 4,000 | | 4,000 |
| 205-336.003-972.000 | CAPITAL OUTLAY | | | | | 525,000 | | 525,000 |
| 205-336.003-973.000 | GROUNDS IMPROVEMENTS | | | | | 3,000 | | 3,000 |
| 205-336.003-979.000 | NEW FURNITURE & EQUIPMENT | | | | | 20,000 | | 20,000 |
| Totals for dept 336.003 - GAINES FIRE DEPARTMENT | | | | | | 3,530,480 | | 3,530,480 |
| TOTAL APPROPRIATIONS | | 2,515,135 | 2,997,089 | 2,481,212 | 4,272,000 | 4,958,980 | 16.08 | 686,980 |
| NET OF REVENUES/APPROPRIATIONS - FUND 205 | | 4 | 74,902 | (337,411) | | | | |
| BEGINNING FUND BALANCE | | | | 74,904 | 74,902 | 74,902 | | |
| ENDING FUND BALANCE | | 4 | 74,902 | (262,507) | 74,902 | 74,902 | | |

09/23/2024 BUDGET REPORT FOR GAINES CHARTER TOWNSHIP

Calculations as of 12/31/2024

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| ESTIMATED REVENUES | | | | | | | | |
| Dept 000.000 | | | | | | | | |
| 549-000.000-490.000 | BUILDING PERMITS | 288,557 | 383,840 | 646,961 | 300,000 | 400,000 | 33.33 | 100,000 |
| 549-000.000-491.000 | MECHANICAL PERMITS | 119,049 | 136,551 | 103,728 | 140,000 | 160,000 | 14.29 | 20,000 |
| 549-000.000-492.000 | PLUMBING PERMITS | 66,172 | 60,669 | 71,755 | 75,000 | 100,000 | 33.33 | 25,000 |
| 549-000.000-493.000 | ELECTRICAL PERMITS | 78,960 | 93,034 | 90,834 | 100,000 | 140,000 | 40.00 | 40,000 |
| 549-000.000-494.000 | REGISTRATIONS FROM BLDG DEPT | 460 | 255 | 195 | 1,500 | 1,500 | | |
| Totals for dept 000.000 - | | 553,198 | 674,349 | 913,473 | 616,500 | 801,500 | 30.01 | 185,000 |
| TOTAL ESTIMATED REVENUES | | 553,198 | 674,349 | 913,473 | 616,500 | 801,500 | 30.01 | 185,000 |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| 549-371.000-702.001 | SALARIES & WAGES | 153,834 | 149,350 | 114,234 | 205,000 | 225,000 | 9.76 | 20,000 |
| 549-371.000-702.004 | CLERICAL SUPPORT | | 1,323 | 1,529 | | | | |
| 549-371.000-702.015 | ELECTRICAL/FIRE INSPECTOR | | 12,366 | 1,451 | 19,000 | 50,000 | 163.16 | 31,000 |
| 549-371.000-715.000 | SOCIAL SECURITY/MEDICARE | 11,726 | 12,113 | 8,733 | 20,100 | 21,000 | 4.48 | 900 |
| 549-371.000-716.000 | PENSION CONTRIBUTION | 13,475 | 13,040 | 9,310 | 24,400 | 22,500 | (7.79) | (1,900) |
| 549-371.000-717.000 | HEALTH & LIFE INSURANCE | 40,041 | 41,821 | 25,369 | 60,000 | 60,000 | | |
| 549-371.000-727.000 | SUPPLIES | 2,490 | 1,086 | 1,481 | 4,000 | 4,000 | | |
| 549-371.000-776.000 | UNIFORMS | | | | 200 | 200 | | |
| 549-371.000-801.000 | ACCOUNTING SERVICES/AUDIT | 94 | 94 | | 1,200 | | (100.00) | (1,200) |
| 549-371.000-805.000 | EQUIPMENT RENTAL/SERVICE | 66 | 66 | | 1,000 | | (100.00) | (1,000) |
| 549-371.000-807.008 | RENT | 10,676 | 10,676 | | 11,000 | | (100.00) | (11,000) |
| 549-371.000-808.000 | CONTRACTED SERVICES | 57,869 | 77,565 | 151,677 | 192,000 | 250,000 | 30.21 | 58,000 |
| 549-371.000-809.000 | PROGRAMMING/SOFTWARE/NETWORK | 4,787 | 6,767 | 5,303 | 6,000 | 6,000 | | |
| 549-371.000-812.000 | LUNCHES/DINNERS/MEETINGS | 22 | 30 | | 200 | 200 | | |
| 549-371.000-817.000 | MILEAGE REIMBURSEMENT | 5,177 | 5,973 | 2,920 | 6,200 | 6,200 | | |
| 549-371.000-819.000 | SNOW PLOWING/REMOVAL | 916 | 916 | | 1,100 | | (100.00) | (1,100) |
| 549-371.000-821.000 | CLEANING BUILDING | 1,142 | 1,142 | | 1,100 | | (100.00) | (1,100) |
| 549-371.000-822.000 | TRASH REMOVAL | 67 | 67 | | 70 | | (100.00) | (70) |
| 549-371.000-831.000 | SEMINARS/CONTINUING EDUCATION | 2,021 | 2,374 | 370 | 3,000 | 3,000 | | |
| 549-371.000-832.000 | DUES AND MEMBERSHIPS | 9,395 | 9,645 | 540 | 9,500 | 2,000 | (78.95) | (7,500) |
| 549-371.000-853.000 | TELECOMMUNICATIONS | 2,662 | 2,690 | 346 | 2,700 | 1,000 | (62.96) | (1,700) |
| 549-371.000-900.000 | PRINTING | 847 | 334 | 345 | 600 | 600 | | |
| 549-371.000-920.000 | ELECTRIC | 3,410 | 3,410 | | 3,600 | | (100.00) | (3,600) |
| 549-371.000-923.000 | NATURAL GAS | 900 | 900 | | 1,000 | | (100.00) | (1,000) |
| 549-371.000-924.000 | WATER AND SEWER | 48 | 48 | | 120 | | (100.00) | (120) |
| 549-371.000-932.000 | EQUIPMENT MAINTENANCE | 1,828 | 1,782 | | 1,300 | | (100.00) | (1,300) |
| 549-371.000-933.000 | BUILDING MAINTENANCE | 607 | 607 | | 700 | | (100.00) | (700) |
| 549-371.000-935.000 | GROUNDS MAINTENANCE | 1,712 | 1,712 | | 1,800 | | (100.00) | (1,800) |
| 549-371.000-958.000 | INSURANCE & BONDS | 648 | 648 | | 350 | | (100.00) | (350) |
| 549-371.000-962.000 | INTERFUND REIMB WITH GEN | | | 29,520 | | 39,500 | | 39,500 |
| 549-371.000-963.001 | MISCELLANEOUS | | | 245 | 1,000 | 1,000 | | |
| 549-371.000-964.000 | TAX/PERMIT FEES REFUND | | | | 500 | 500 | | |
| 549-371.000-965.000 | POSTAGE | 256 | 444 | 363 | 500 | 500 | | |
| 549-371.000-968.000 | DEPRECIATION | 985 | 949 | | | | | |
| 549-371.000-972.000 | CAPITAL OUTLAY | | | 27,368 | | | | |
| 549-371.000-979.000 | NEW FURNITURE & EQUIPMENT | 2,572 | 6,223 | 1,235 | 3,000 | 3,100 | 3.33 | 100 |
| Totals for dept 371.000 - BUILDING/MECHANICAL INSPECTION | | 330,273 | 366,161 | 382,339 | 582,240 | 696,300 | 19.59 | 114,060 |
| TOTAL APPROPRIATIONS | | 330,273 | 366,161 | 382,339 | 582,240 | 696,300 | 19.59 | 114,060 |
| NET OF REVENUES/APPROPRIATIONS - FUND 549 | | 222,925 | 308,188 | 531,134 | 34,260 | 105,200 | 207.06 | 70,940 |
| BEGINNING FUND BALANCE | | 1,555,402 | 1,778,327 | 2,086,515 | 2,086,515 | 2,120,775 | 1.64 | 34,260 |
| ENDING FUND BALANCE | | 1,778,327 | 2,086,515 | 2,617,649 | 2,120,775 | 2,225,975 | 4.96 | 105,200 |

08/29/2024 BUDGET REPORT FOR GAINES CHARTER TOWNSHIP

Calculations as of 12/31/2024

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| ESTIMATED REVENUES | | | | | | | | |
| Dept 536.000 - SEWER | | | | | | | | |
| 590-536.000-496.000 | CONNECTION INSPECTION PERMITS | 7,400 | 4,250 | 10,357 | 8,500 | 15,000 | 76.47 | 6,500 |
| 590-536.000-584.000 | DEVELOPER CONTRIBUTIONS | 2,250,000 | 470,000 | | | | | |
| 590-536.000-628.000 | TRUNKAGE FEES | 166,160 | 158,967 | 287,078 | 150,000 | 200,000 | 33.33 | 50,000 |
| 590-536.000-629.000 | AVAILABILITY/LATERALS | 90,542 | 71,581 | 113,411 | 75,000 | 75,000 | | |
| 590-536.000-633.000 | USAGE SERVICE CHARGES | 1,931,089 | 2,054,401 | 1,612,906 | 2,150,000 | 2,150,000 | | |
| 590-536.000-633.001 | READY TO SERVE CHARGES | 409,047 | 397,449 | 400,922 | 545,000 | 545,000 | | |
| 590-536.000-635.000 | MISCELLANEOUS FEES | 200 | 225 | 138 | 200 | 200 | | |
| 590-536.000-658.000 | PENALTIES | 33,734 | 35,007 | 20,910 | 35,000 | 35,000 | | |
| 590-536.000-658.002 | ASSESSMENT PENALTIES | 33 | | | | | | |
| 590-536.000-665.005 | INTEREST ON ASSESSMENTS-TRKG | 4,453 | 7,629 | 6,947 | 6,500 | 6,500 | | |
| 590-536.000-665.006 | INTEREST ON INVESTMENTS-OPER | 31,060 | 196,834 | 58,320 | 35,000 | 80,000 | 128.57 | 45,000 |
| 590-536.000-665.009 | INTEREST ON INVESTMENTS-TRKG | 67,433 | 248,853 | 247,526 | 150,000 | 200,000 | 33.33 | 50,000 |
| 590-536.000-675.000 | SPECIAL ASSESSMENT REVENUE | 275,087 | (7,697) | | 40,000 | 40,000 | | |
| 590-536.000-678.000 | MISC REVENUE | | 158 | | | | | |
| Totals for dept 536.000 - SEWER | | 5,266,238 | 3,637,657 | 2,758,515 | 3,195,200 | 3,346,700 | 4.74 | 151,500 |
| TOTAL ESTIMATED REVENUES | | 5,266,238 | 3,637,657 | 2,758,515 | 3,195,200 | 3,346,700 | 4.74 | 151,500 |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| APPROPRIATIONS | | | | | | | | |
| Dept 530.000 - W/S - WAGES | | | | | | | | |
| 590-530.000-702.001 | SALARIES & WAGES | 58,383 | 58,826 | 40,279 | 70,000 | 70,000 | | |
| 590-530.000-715.000 | SOCIAL SECURITY/MEDICARE | 4,447 | 4,501 | 3,078 | 5,355 | 5,355 | | |
| 590-530.000-716.000 | PENSION CONTRIBUTION | 5,790 | 5,854 | 3,966 | 7,000 | 7,000 | | |
| 590-530.000-717.000 | HEALTH & LIFE INSURANCE | 2,899 | 1,188 | 1,049 | 11,000 | 11,000 | | |
| Totals for dept 530.000 - W/S - WAGES | | 71,519 | 70,369 | 48,372 | 93,355 | 93,355 | | |
| Dept 536.000 - SEWER | | | | | | | | |
| 590-536.000-727.000 | SUPPLIES | 153 | 91 | 57 | 250 | 250 | | |
| 590-536.000-802.000 | LEGAL SERVICES | 634 | 302 | 120 | 500 | 500 | | |
| 590-536.000-803.000 | CONTRACT ENGINEERING | 48,706 | 39,596 | 10,924 | 25,000 | 30,000 | 20.00 | 5,000 |
| 590-536.000-809.000 | PROGRAMMING/SOFTWARE/NETWORK | 3,387 | 3,628 | 3,357 | 3,600 | 4,000 | 11.11 | 400 |
| 590-536.000-817.000 | MILEAGE REIMBURSEMENT | 84 | 23 | 15 | 100 | 100 | | |
| 590-536.000-830.000 | BYRON/GAINES UTILITY AUTHORITY | 403,642 | 438,858 | 345,315 | 450,000 | 600,000 | 33.33 | 150,000 |
| 590-536.000-830.CAP | AUTHORITY CAPITAL EXPENSES | 46,805 | 28,559 | 33,666 | 61,000 | 61,000 | | |
| 590-536.000-853.000 | TELECOMMUNICATIONS | | | | 175 | | (100.00) | (175) |
| 590-536.000-900.000 | PRINTING | 322 | 25 | | 150 | 150 | | |
| 590-536.000-905.000 | WATER & SEWER BILL OUTSOURCING | 2,307 | 8,422 | 8,089 | 14,000 | 14,000 | | |
| 590-536.000-921.000 | CITY OF G.R.MONTHLY SEWER USAGE | 152,252 | 155,075 | 169,410 | 160,000 | 160,000 | | |
| 590-536.000-922.001 | WYOMING SEWER USAGE-CAP & COMM | 1,402,321 | 1,773,465 | 935,312 | 1,800,000 | 2,000,000 | 11.11 | 200,000 |
| 590-536.000-957.000 | SOFTWARE/COMPUTERS/FURNITURE | 22 | | | | | | |
| 590-536.000-962.000 | INTERFUND REIMB WITH GEN | 25,129 | 24,433 | 10,241 | 26,000 | 26,000 | | |
| 590-536.000-963.001 | MISCELLANEOUS | 50 | | | | | | |
| 590-536.000-965.000 | POSTAGE | 2,911 | 744 | 531 | 1,100 | 1,100 | | |
| 590-536.000-968.000 | DEPRECIATION | 1,104,244 | 1,132,914 | | 1,110,000 | 1,110,000 | | |
| 590-536.000-968.001 | LOSS ON ABANDONMENT | | | | 30,000 | | (100.00) | (30,000) |
| 590-536.000-979.000 | NEW FURNITURE & EQUIPMENT | | 816 | 461 | 500 | 1,250 | 150.00 | 750 |
| Totals for dept 536.000 - SEWER | | 3,192,969 | 3,606,951 | 1,517,498 | 3,682,375 | 4,008,350 | 8.85 | 325,975 |
| TOTAL APPROPRIATIONS | | 3,264,488 | 3,677,320 | 1,565,870 | 3,775,730 | 4,101,705 | 8.63 | 325,975 |
| NET OF REVENUES/APPROPRIATIONS - FUND 590 | | 2,001,750 | (39,663) | 1,192,645 | (580,530) | (755,005) | 30.05 | (174,475) |
| BEGINNING FUND BALANCE | | 45,405,636 | 47,407,385 | 47,367,722 | 47,367,722 | 46,787,192 | (1.23) | (580,530) |
| ENDING FUND BALANCE | | 47,407,386 | 47,367,722 | 48,560,367 | 46,787,192 | 46,032,187 | (1.61) | (755,005) |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| ESTIMATED REVENUES | | | | | | | | |
| Dept 537.000 - WATER | | | | | | | | |
| 591-537.000-496.000 | CONNECTION INSPECTION PERMITS | 9,550 | 7,575 | 12,150 | 10,000 | 20,000 | 100.00 | 10,000 |
| 591-537.000-584.000 | DEVELOPER CONTRIBUTIONS | 1,970,000 | 1,710,000 | | | | | |
| 591-537.000-614.000 | ANNUAL HYDRANT FEES | 13,580 | 13,980 | | 14,000 | 14,500 | 3.57 | 500 |
| 591-537.000-628.000 | TRUNKAGE FEES | 131,673 | 114,064 | 212,705 | 140,000 | 200,000 | 42.86 | 60,000 |
| 591-537.000-630.000 | AVAILABILITY/SERVICES | 63,446 | 52,291 | 129,766 | 55,000 | 55,000 | | |
| 591-537.000-631.000 | FIRE PROTECTION SERVICE | 27,483 | 28,706 | 23,008 | 31,000 | 31,000 | | |
| 591-537.000-632.000 | CAPITAL METER FEES | 100,056 | 95,933 | 84,343 | 110,000 | 110,000 | | |
| 591-537.000-633.000 | USAGE SERVICE CHARGES | 2,045,286 | 2,047,101 | 1,445,503 | 2,100,000 | 2,100,000 | | |
| 591-537.000-633.001 | READY TO SERVE CHARGES | 506,307 | 494,334 | 438,001 | 645,000 | 645,000 | | |
| 591-537.000-633.004 | IRRIGATION | 242,943 | 273,950 | 104,112 | 250,000 | 250,000 | | |
| 591-537.000-633.006 | RES CONSTRUCTION WATER USE FEE | 2,450 | 1,550 | 1,250 | 2,500 | 2,500 | | |
| 591-537.000-635.000 | MISCELLANEOUS FEES | 976 | 1,380 | 663 | 1,000 | 1,000 | | |
| 591-537.000-658.000 | PENALTIES | 40,185 | 41,604 | 22,590 | 40,000 | 40,000 | | |
| 591-537.000-658.002 | ASSESSMENT PENALTIES | | 15 | | 100 | 100 | | |
| 591-537.000-665.005 | INTEREST ON ASSESSMENTS-TRKG | 3,827 | 3,881 | 3,691 | 4,500 | 4,500 | | |
| 591-537.000-665.006 | INTEREST ON INVESTMENTS-OPER | 20,147 | 149,320 | 33,086 | 50,000 | 50,000 | | |
| 591-537.000-665.009 | INTEREST ON INVESTMENTS-TRKG | 31,705 | 120,979 | 126,929 | 70,000 | 70,000 | | |
| 591-537.000-675.000 | SPECIAL ASSESSMENT REVENUE | 49,111 | 8,804 | | 20,000 | 20,000 | | |
| Totals for dept 537.000 - WATER | | 5,258,725 | 5,165,467 | 2,637,797 | 3,543,100 | 3,613,600 | 1.99 | 70,500 |
| TOTAL ESTIMATED REVENUES | | 5,258,725 | 5,165,467 | 2,637,797 | 3,543,100 | 3,613,600 | 1.99 | 70,500 |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 530.000 - W/S - WAGES | | | | | | | | |
| 591-530.000-702.001 | SALARIES & WAGES | 58,381 | 58,824 | 40,277 | 70,000 | 70,000 | | |
| 591-530.000-715.000 | SOCIAL SECURITY/MEDICARE | 4,447 | 4,500 | 3,077 | 5,355 | 5,355 | | |
| 591-530.000-716.000 | PENSION CONTRIBUTION | 5,789 | 5,854 | 3,966 | 7,000 | 7,000 | | |
| 591-530.000-717.000 | HEALTH & LIFE INSURANCE | 2,899 | 1,187 | 1,049 | 11,000 | 11,000 | | |
| Totals for dept 530.000 - W/S - WAGES | | 71,516 | 70,365 | 48,369 | 93,355 | 93,355 | | |

| GL NUMBER | DESCRIPTION | 2022 ACTIVITY | 2023 ACTIVITY | 2024 ACTIVITY THRU 12/31/24 | 2024 APPROVED BUDGET | 2025 RECOMMENDED BUDGET | 2025 RECOMMENDED % CHANGE | 2025 RECOMMENDED AMT CHANGE |
|---|---|---|---|---|---|---|---|---|
| Dept 537.000 - WATER | | | | | | | | |
| 591-537.000-727.000 | SUPPLIES | 151 | 91 | 83 | 250 | 250 | | |
| 591-537.000-802.000 | LEGAL SERVICES | 181 | 302 | 120 | 500 | 500 | | |
| 591-537.000-803.000 | CONTRACT ENGINEERING | 27,115 | 42,105 | 18,961 | 30,000 | 40,000 | 33.33 | 10,000 |
| 591-537.000-809.000 | PROGRAMMING/SOFTWARE/NETWORK | 3,387 | 3,628 | 3,357 | 3,600 | 4,000 | 11.11 | 400 |
| 591-537.000-817.000 | MILEAGE REIMBURSEMENT | 84 | 23 | 15 | 100 | 100 | | |
| 591-537.000-830.000 | BYRON/GAINES UTILITY AUTHORITY | 444,341 | 491,612 | 310,585 | 450,000 | 550,000 | 22.22 | 100,000 |
| 591-537.000-830.001 | CAPITAL METER EXPENSE | 117,294 | 140,112 | 287,652 | 125,000 | 150,000 | 20.00 | 25,000 |
| 591-537.000-830.CAP | AUTHORITY CAPITAL EXPENSES | 46,805 | 28,559 | 33,666 | 61,000 | 61,000 | | |
| 591-537.000-853.000 | TELECOMMUNICATIONS | | | | 175 | | (100.00) | (175) |
| 591-537.000-900.000 | PRINTING | 322 | 25 | | 150 | 150 | | |
| 591-537.000-904.000 | WATER QUALITY REPORT | 2,223 | 1,939 | 2,117 | 2,500 | 2,500 | | |
| 591-537.000-905.000 | WATER & SEWER BILL OUTSOURCING | 2,307 | 8,422 | 8,089 | 14,000 | 14,000 | | |
| 591-537.000-922.000 | WYOMING USAGE BILL | 1,167,573 | 1,501,930 | 820,899 | 1,550,000 | 1,850,000 | 19.35 | 300,000 |
| 591-537.000-930.000 | REPAIRS/TRUNKAGE EXPENSE | | | 30,392 | | | | |
| 591-537.000-934.000 | SENSUS MAINTENANCE | 3,000 | 3,000 | 3,046 | 3,500 | 3,500 | | |
| 591-537.000-957.000 | SOFTWARE/COMPUTERS/FURNITURE | 22 | | | | | | |
| 591-537.000-962.000 | INTERFUND REIMB WITH GEN | 25,129 | 24,433 | 10,241 | 26,000 | 26,000 | | |
| 591-537.000-963.001 | MISCELLANEOUS | 50 | | | | | | |
| 591-537.000-965.000 | POSTAGE | 2,911 | 744 | 531 | 1,100 | 1,100 | | |
| 591-537.000-968.000 | DEPRECIATION | 860,759 | 899,666 | | 850,000 | 850,000 | | |
| 591-537.000-969.001 | PARTICIPATION FEES LEAD/COPPER TESTING | 250 | | | | 250 | | 250 |
| 591-537.000-979.000 | NEW FURNITURE & EQUIPMENT | | 816 | 460 | 500 | 1,250 | 150.00 | 750 |
| Totals for dept 537.000 - WATER | | 2,703,904 | 3,147,407 | 1,530,214 | 3,118,375 | 3,554,600 | 13.99 | 436,225 |
| TOTAL APPROPRIATIONS | | 2,775,420 | 3,217,772 | 1,578,583 | 3,211,730 | 3,647,955 | 13.58 | 436,225 |
| NET OF REVENUES/APPROPRIATIONS - FUND 591 | | 2,483,305 | 1,947,695 | 1,059,214 | 331,370 | (34,355) | (110.37) | (365,725) |
| BEGINNING FUND BALANCE | | 35,402,122 | 37,885,428 | 39,833,126 | 39,833,123 | 40,164,493 | 0.83 | 331,370 |
| ENDING FUND BALANCE | | 37,885,427 | 39,833,123 | 40,892,340 | 40,164,493 | 40,130,138 | (0.09) | (34,355) |

**GAINES CHARTER TOWNSHIP APPROPRIATIONS ACT**
**FISCAL YEAR 2025**
**RESOLUTION 2024-____**

AN APPROPRIATIONS ACT FOR GAINES CHARTER TOWNSHIP: TO DEFINE THE POWERS AND DUTIES OF THE GAINES CHARTER TOWNSHIP OFFICERS IN RELATION TO THE ADMINISTRATION OF THE BUDGET.

The Board of Trustees of Gaines Charter Township resolves:

**SECTION 1: TITLE**
This Act shall be known as the Gaines Charter Township General Appropriations Act.

**SECTION 2: PUBLIC HEARINGS ON THE BUDGET**
Pursuant to MCLA 141.412; MCLA 141.413, notice of a public hearing on the proposed budget was published in the Sun and News October 28, 2023 and November 4, 2023 and a public hearing was held on the proposed budget on November 11, 2024.

**SECTION 3: CHIEF ADMINISTRATIVE OFFICER**
The Township Manager shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer, including annual preparation and presentation of the Gaines Charter Township Budget and periodically introducing budget adjustments and resolutions as deemed necessary.

**SECTION 4: FISCAL OFFICER**
The Clerk shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer, including providing the Chief Administrative Officer with timely and accurate budget status reports no later than seven (7) days prior to township meetings. The Fiscal Officer shall not expend any monies out of any department above department budgets.

**SECTION 5: ESTIMATED REVENUES**
- Estimated Township General Fund revenues for fiscal year 2025 shall total $6,218,724.00.
- Estimated Township Public Safety Special Assessment revenues for fiscal year 2025 shall total $4,958,980.
- Estimated Township Water Department revenues for fiscal year 2025 shall total $3,613,600.
- Estimated Township Sewer Department revenues for fiscal year 2025 shall total $3,346,700.
- Estimated Township Building Department revenues for fiscal year 2025 shall total $801,500.
- Estimated Township ARPA revenues for fiscal year 2025 shall total $50,007.24.

**SECTION 6: MILLAGE LEVY**
The Gaines Charter Township Board shall cause to be levied and collected the general property tax on all real and personal property within the Township upon current tax roll and allocated millage of 0.8048.

**SECTION 7: SPECIAL ASSESSMENT LEVY**
The Gaines Charter Township Board shall cause to be levied and collected the special assessment millage for public safety services on all real property within the Township upon current tax roll and allocated millage of 1.25.

**SECTION 8: ESTIMATED EXPENDITURES**
Estimated Township general fund expenditures for fiscal year 2024 are in accordance with Attachment A.

**SECTION 8: ADOPTION OF BUDGET BY REFERENCE**
The General Fund Budget of Gaines Charter Township is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 5 and 8 of this Act.

**SECTION 9: ADOPTION OF DEPARTMENT BUDGET**
The Board of Trustees of Gaines Charter Township adopts the 2024 fiscal year department budgets. Township officials responsible for the expenditures authorized in the budgets may expend Township funds up to, but not to exceed, the total appropriation authorized for each department, and may make transfers among the various line items contained in the department appropriation. Appropriations for line items related to personnel wages may not exceed projections by more than 10% without prior Board approval by Budget amendment.

**SECTION 10: APPROPRIATION NOT A MANDATE TO SPEND**
Appropriations will be deemed maximum authorization to incur expenditures. The Fiscal Officer shall exercise supervision and control to ensure that expenditures are within appropriations and shall not issue any township order for expenditures that exceed appropriations.

**SECTION 11: PERIODIC FISCAL REPORTS**
The Fiscal Officer shall transmit to the Board at the end of each of the first three (3) quarters, and at the end of each month occurring during the fourth quarter, a report of financial operations, including, but not limited to:

a. A summary statement of the actual financial condition of the General Fund at the end of the previous quarter (month).

b. A summary statement showing the receipts and expenditures and encumbrances for the previous quarter (month).

c. A detailed list of:

i. Expected revenues by major source as estimated in the budget; actual receipts to date for the current fiscal year compared with actual receipts for the same period in the prior fiscal year; the balance of estimated revenues to be collected in the then current fiscal year; and any revisions in revenue estimates resulting from collection experience to date.
ii. For each department: the amount appropriated; the amount charged to each appropriation in the previous quarter (month) for the current fiscal year and as compared with the same period in the prior fiscal year; the unencumbered balance of appropriations; and any revisions in estimate of expenditures.

**SECTION 12: LIMIT ON OBLIGATIONS AND PAYMENTS**
No obligation shall be incurred against, and no payment shall be made from any appropriation account unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

**SECTION 13: BUDGET MONITORING**
Whenever it appears to the Chief Administrative Officer or the Township Board that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the Chief Officer shall present to the Township Board recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

**SECTION 14: VIOLATIONS OF THIS ACT**
Any obligations or payment authorized in violation of this resolution shall be void and shall subject any responsible official(s) or employee(s) to disciplinary action as outlined in Public Act 621 of 1978.

**SECTION 15: BOARD ADOPTION**

Resolution 2024 - ___ "Resolution Adopting General Approporations Act: 2025 Budgets for the General Fund, Water & Sewer, Building Inspections, and Public Safety Services was passed at a regularly held Township Board meeting, November 11, 2024.

# ATTACHMENT A

# FISCAL YEAR 2025 ESTIMATED EXPENDITURES

| Fund | Recommended Appropriation |
|---|---|
| General | $6,218,724 |
| Public Safety | $4,958,480 |
| Water | $3,647,955 |
| Sewer | $4,101,705 |
| Building | $ 696,300 |
| ARPA | $ 300,007 |
| | |
| **TOTAL** | **$19,923,171** |