



PENTWATER TOWNSHIP BOARD

AGENDA PACKET

REGULAR BOARD MEETING

September 10, 2025 – 6:00 PM

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

Mike Flynn, Trustee  
Dean Holub, Trustee

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

September 10, 2025, at 6:00 p.m.  
Pentwater Township Hall  
500 N. Hancock Street, Pentwater, MI 49449

Join Zoom Meeting  
<https://us02web.zoom.us/j/86141326636?pwd=S2h88Zt71MqBI1j9ucIUvSHUgB1PSU.1>  
Meeting ID: 861 4132 6636  
Passcode: 446835  
Dial by your location  
+1 312 626 6799 US (Chicago)

**AGENDA**

1. Call to Order/Pledge
2. Roll Call
3. Consent Agenda – Review & Action
  - a. Minutes of August 13, 2025
  - b. Correspondence: None
  - c. Monthly Budget Reports for General Fund, Cemetery and Fire Department
  - d. Payment of Bills  
*(Consent Agenda contains all routine items of business on which no disagreement or debate is anticipated. Upon the request of any board member, an item shall be removed from the consent agenda and placed on the regular agenda under New Business)*
4. Meeting Agenda - Review & Action
5. Public Comment on Agenda Items (Three (3) minutes maximum)
6. Supervisor's Report
7. Clerks' Report
8. Treasurer's Report
9. Library Board Packet
10. Fire Department Minutes
11. Recreation Report
12. Reports
  - a. Zoning Administrator
  - b. Assessor
  - c. Cemetery Sexton
  - d. Transfer Station

13. Unfinished Business

- a. None

14. New Business

- a. Review & Action: Township Paid Sick Leave Policy
- b. Review & Action: Pentwater District Library Resolutions (3 Resolutions)
1. Resolution Approving District Library Agreement
  2. Resolution Approving Attachments to the District Library Agreement
  3. Resolution Appointing Initials Board Members
- c. Review & Action: Annual Service Agreement – Adams Heating, Cooling, and Plumbing
- d. Review & Action: Professional Service Agreement with Plante & Moran, PLLC.
- e. Review & Action: Proposal from Ryan's Lawn Care for Township Hall & Fall Clean-up 2025 and Spring Clean-up 2026 at the Pentwater Township Cemetery
- f. Review & Action: Pentwater Citizen of the Year – Pentwater Township Proclamation
- g. Review & Action: Proposed Fee Changes for Zoning Ordinance Administration
- h. Review & Action: Township South Sewer System Rates

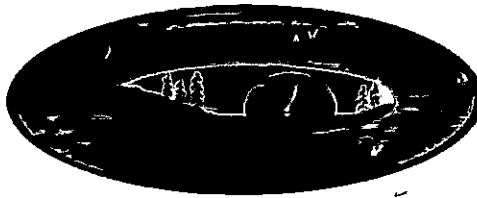
15. Public Comments (Three - 3 minutes maximum)

16. Other Items from Board Members

17. Adjournment

Public Participation at Board of Trustee Meetings

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



*A General Law Township*

## Pentwater Township Regular Board Meeting

### Consent Agenda Items

### September 10, 2025

- Prior Meeting Minutes:
  - Township Regular Board Meeting – August 13, 2025
- Correspondence: None
- Financial Reports for Period 8/01/25 thru 8/31/25
  - Claims/Bills as follows:
    - Township: \$3,672
    - Road: \$99
    - Cemetery: \$33,368 (partial road repaving)
    - Sewer: \$1,310
    - Fire: \$9,296
  - Payroll as follows:
    - Township/Cem/Sewer: \$32,315
    - Fire: \$0 (No timecards submitted)

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                |
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| <p style="text-align: center;"> <b>PENTWATER TOWNSHIP BOARD</b><br/> <b>PENTWATER COMMUNITY HALL</b><br/> <b>500 N. HANCOCK STREET, PENTWATER, MI 49449</b><br/> <b><i>Regular Board Meeting</i></b><br/> <b><i>Draft Minutes</i></b><br/> <b>13 August 2025</b><br/> <b>ZOOM Available for Audience</b> </p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                |
| <p>Supervisor Cavazos called the Regular Board Meeting to order at 6:00 PM</p> <p><b>Members Present:</b> Cavazos, Flynn, Holub, Douglas</p> <p><b>Members Absent:</b> Murphy</p> <p><b>Staff Present:</b> Keith Edwards, Zoning Administrator &amp; Ordinance Enforcement Officer,<br/>Glenn Beavis, Deputy Clerk</p> <p><b>Others Present:</b><br/>Mark Trierweiler, David Spitler</p> <p><b>Present via Zoom:</b> Barb Siok, Ted Cuchna</p>                                                                                                                                                                                                                                                                                                                                                                                                                                     | <p><b>CALL TO ORDER</b></p> <p><b>ROLL CALL</b></p>            |
| <p>Moved by Douglas and seconded by Flynn to accept the Consent Agenda as presented.</p> <ol style="list-style-type: none"> <li>1. Prior Meeting Minutes: <ol style="list-style-type: none"> <li>a. Township Regular Board Meeting – July 9, 2025</li> </ol> </li> <li>2. Correspondence: None</li> <li>3. Financial Reports for Period 7/1/25 thru 7/31/25 <ol style="list-style-type: none"> <li>a. Claims/Bills as follows: <ol style="list-style-type: none"> <li>i. Township: \$25,011</li> <li>ii. Road: \$17,684</li> <li>iii. Cemetery: \$15,962</li> <li>iv. Sewer: \$14,147</li> <li>v. Fire: \$22,945</li> </ol> </li> <li>b. Payroll as follows: <ol style="list-style-type: none"> <li>i. Township/Road/Cem/Sewer: \$30,590</li> <li>ii. Fire: \$346</li> </ol> </li> </ol> </li> </ol> <p>Roll call vote:<br/> Yes: Cavazos, Douglas, Flynn, Holub<br/> No: None</p> | <p><b>CONSENT AGENDA</b><br/> <b>- Review &amp; Action</b></p> |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                   |
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| Motion: Carries                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                   |
| None                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | PUBLIC<br>COMMENTS                                                                |
| <p>Supervisor Cavazos communicated the following:</p> <ol style="list-style-type: none"> <li>1. <b>Update on 5 County Materials Management Project</b> <ul style="list-style-type: none"> <li>• Surveys were sent out to all Township, Village, and City offices in Oceana County and other businesses who contract who for waste and recycling pick-up and disposal.</li> <li>• One hundred and five surveys were sent out in late July and early August. The Committee is hoping to get a response by the end of August.</li> <li>• Pentwater Township's survey was submitted last month.</li> </ul> </li> <li>2. <b>Hazardous Waste Day - Oceana County</b> <ul style="list-style-type: none"> <li>• Hazardous Waste Day pickup for Oceana County will be held on Saturday, August 16, 2025, from 9:00 AM – 1:00 PM at the Hart Dept. of Public Works across from the County Fairgrounds on State St. in Hart.</li> </ul> </li> <li>3. <b>Pentwater Township Free Day at Transfer Station and Recycling Center</b> <ul style="list-style-type: none"> <li>• The Free Day at the Pentwater Transfer Station and Recycling Center is scheduled for Saturday, August 23, 2025, from 9:00 AM – 5:00 PM</li> <li>• The Free Day will be open until the bins are full. Come Early!</li> </ul> </li> <li>4. <b>Friends of the Pentwater Township Cemetery</b> <p>Save the date for two upcoming events at the Pentwater Township Cemetery!</p> <p>(1) Fall Cemetery Tours – Theme: Maritime Memories</p> <ul style="list-style-type: none"> <li>• Saturday, September 27, 2025: 2 tours available - 11:00 AM and 1:00 PM</li> <li>• Sunday, September 28, 2025: 2 tours available – 1:00 PM and 2:00 PM</li> </ul> <p>(2) Wreaths Across America – National Event across the United States</p> <ul style="list-style-type: none"> <li>• Saturday, December 13, 2025: Event will be at NOON (regardless of the weather)</li> </ul> </li> </ol> | SUPERVISOR'S<br>REPORT                                                            |
| No Clerk's report this period                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | CLERK'S REPORT                                                                    |
| See Board Packet                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | TREASURER'S<br>REPORT                                                             |
| <p>The following reports were received and placed on file:</p> <ul style="list-style-type: none"> <li>• <del>Library</del></li> <li>• Fire Department</li> <li>• Recreation</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | OTHER<br>DEPARTMENTAL<br>REPORTS<br>Library, Fire<br>Department and<br>Recreation |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>The following Staff reports were received and placed on file:</p> <ul style="list-style-type: none"> <li>• Deputy Supervisor, Zoning Administrator &amp; Ordinance Enforcement Officer</li> <li>• Assessor</li> <li>• Cemetery</li> <li>• Transfer Station</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <p><b>STAFF REPORTS</b><br/>Zoning, Assessing, Cemetery, Transfer Station</p>                                                                        |
| <p>None</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p><b>OLD BUSINESS</b></p>                                                                                                                           |
| <p>Fiscal year end 2025 audit report was presented via Zoom by auditor Ian Rees from Gabridge &amp; Co. The township received a favorable assessment with financial highlights summarized below. The full draft audit ( now approved) is attached to the Board Packet posted to our website.</p> <p><b>Financial Highlights</b></p> <ul style="list-style-type: none"> <li>• The assets of the Township exceeded its liabilities at the close of the most recent fiscal year by \$3,177,295 (net position). Of this amount, \$679,888 represents unrestricted net position, which may be used to meet the Township's ongoing obligations to citizens and creditors.</li> <li>• During the year, the Township received \$1,470,843 in revenues and incurred \$1,346,069 in expenses, resulting in an increase in net position of \$124,774.</li> <li>• At the close of the current fiscal year, the Township's governmental funds reported combined fund balances of \$1,835,260, an increase of \$99,687 in comparison with the prior year. Approximately 31.3% of this amount \$575,039 is available for spending at the government's discretion (<i>unassigned fund balance</i>).</li> <li>• At the end of the current fiscal year, unassigned fund balance for the general fund was \$575,039, or approximately 71.5% of the annual general fund expenditures and transfers out.</li> </ul> <p>Motion by Cavazos, seconded by Douglas to approve/accept the draft audit from Gabridge &amp; Co.</p> <p>Roll call vote:<br/>Yes: Cavazos, Douglas, Flynn, Holub<br/>No: None<br/>Motion: Carries</p> | <p><b>NEW BUSINESS a)</b><br/>Review of FY25 Draft Audit Report</p>                                                                                  |
| <p>Deputy Supervisor Keith Edwards proposed a Township North sewer rate increase for purposes of recovering an increase in rates charged by Pentwater Village to Pentwater Township for distribution &amp; treatment of sanitary sewer effluent. The proposed rate increase represents a pass-through of these additional costs to Township North sewer customers. The new rate for Township North customers would be \$316.36 per quarter. (See RESOLUTION No. 2025-09: Resolution To Set Sewer Rates And Charges For The Public Sewer System)</p> <p>Motion by Cavazos second by Holub to approve Township North sanitary sewer system customer rates of \$316.36 per quarter effective September 30, 2025.</p> <p>Roll call vote:<br/>Yes: Cavazos, Douglas, Flynn, Holub<br/>No: None<br/>Motion: Carries</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <p><b>NEW BUSINESS b)</b><br/><b>RESOLUTION</b><br/><b>2025-09:</b><br/><b>Township North</b><br/><b>Sewer Rate</b><br/><b>Proposed Increase</b></p> |
| <p>Motion by Douglas, second by Flynn to approve purchase of a new flow meter for the Township South Apache Hills Lift Station</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <p><b>NEW BUSINESS c)</b><br/><b>New Flow Meter</b></p>                                                                                              |

|                                                                                                                                                                                                                                                                                                                                 |                                                              |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|
| <b>Roll call vote:</b><br><b>Yes: Cavazos, Douglas, Flynn, Holub</b><br><b>No: None</b><br><b>Motion: Carries</b>                                                                                                                                                                                                               | <b>for Apache Hills Lift Station</b>                         |
| <b>Motion by Holub, second by Douglas to approve a \$13,439 quotation from Roose Electric Co., Inc. to install five new LED parking lot lights and two new sign lights at Pentwater Township Hall.</b><br><br><b>Roll call vote:</b><br><b>Yes: Cavazos, Douglas, Flynn, Holub</b><br><b>No: None</b><br><b>Motion: Carries</b> | <b>NEW BUSINESS d) Proposal for New Parking Lot Lighting</b> |
| <b>David Spitler</b>                                                                                                                                                                                                                                                                                                            | <b>PUBLIC COMMENTS</b>                                       |
| <b>None</b>                                                                                                                                                                                                                                                                                                                     | <b>OTHER ITEMS FROM BOARD MEMBERS</b>                        |
| <b>Moved by Douglas, seconded by Flynn to adjourn the meeting at 7:07 PM. Motion carried via voice vote.</b>                                                                                                                                                                                                                    | <b>ADJOURNMENT</b>                                           |
| <div>_____</div> <b>Maureen Murphy, Township Clerk</b>                                                                                                                                                                                                                                                                          | <div>_____</div> <b>Date</b>                                 |
|                                                                                                                                                                                                                                                                                                                                 | <b>Notes taken by Deputy Clerk Beavis</b>                    |

08/26/2025 10:18 AM  
User: GLENN  
DB: PENTWATER TWP

CASH SUMMARY BY ACCOUNT FOR PENTWATER TOWNSHIP  
FROM 04/01/2024 TO 08/26/2025  
FUND: 101 204 206 209 592  
CASH AND INVESTMENT ACCOUNTS  
BANK: GFPOL

Page: 1/1

| Fund<br>Account                   | Description | Beginning<br>Balance<br>04/01/2024 | Total<br>Debits | Total<br>Credits | Ending<br>Balance<br>08/26/2025 |
|-----------------------------------|-------------|------------------------------------|-----------------|------------------|---------------------------------|
| Fund 101 GENERAL FUND<br>006.000  | POOLED CASH | 0.00                               | 1,018,414.54    | 1,020,275.56     | (1,861.02)                      |
| Fund 204 ROAD FUND<br>006.000     | POOLED CASH | 0.00                               | 395,985.49      | 222,386.95       | 173,598.54                      |
| Fund 209 CEMETERY FUND<br>006.000 | POOLED CASH | 0.00                               | 182,278.65      | 212,155.52       | (29,876.87)                     |
| Fund 592 SEWER FUND<br>006.000    | POOLED CASH | 0.00                               | 143,313.38      | 73,867.42        | 69,445.96                       |
| TOTAL - ALL FUNDS                 |             | 0.00                               | 1,739,992.06    | 1,528,685.45     | 211,306.61                      |

Fund 101 GENERAL FUND

| GL Number                | Description                           | Current Year<br>Beg. Balance | Balance           |
|--------------------------|---------------------------------------|------------------------------|-------------------|
| *** Assets ***           |                                       |                              |                   |
| 101-000-001.000          | CHECKING ACCT                         | 362,402.75                   | 0.00              |
| 101-000-003.000          | HB-CD                                 | 0.00                         | 0.00              |
| 101-000-003.001          | W.S. SEWER LAND                       | 0.00                         | 0.00              |
| 101-000-003.002          | W.S. CD                               | 0.00                         | 0.00              |
| 101-000-003.003          | 5/3 RD FUND                           | 0.00                         | 0.00              |
| 101-000-003.004          | HB S/L CD                             | 0.00                         | 0.00              |
| 101-000-003.005          | SSB S/L CD                            | 0.00                         | 0.00              |
| 101-000-003.007          | SSB CD                                | 0.00                         | 0.00              |
| 101-000-003.008          | WS BANK CD                            | 0.00                         | 0.00              |
| 101-000-003.009          | REC LAND ACQ                          | 0.00                         | 0.00              |
| 101-000-003.010          | BLDG REPAIR                           | 0.00                         | 0.00              |
| 101-000-003.011          | SSB MASTER PLAN                       | 0.00                         | 0.00              |
| 101-000-003.012          | SSB LAND/SEWER                        | 0.00                         | 0.00              |
| 101-000-003.014          | W.S. BANK MM                          | 0.00                         | 0.00              |
| 101-000-003.015          | MI CLASS LAND & SEWER                 | 0.00                         | 0.00              |
| 101-000-003.113          | TWP REC FUND HB                       | 0.00                         | 0.00              |
| 101-000-003.114          | MI CLASS REC FUND                     | 0.00                         | 0.00              |
| 101-000-004.000          | PETTY CASH                            | 151.00                       | 151.00            |
| 101-000-006.000          | POOLED CASH                           | (24,685.89)                  | 28,170.34         |
| 101-000-017.000          | MI CLASS - GENERAL FUND               | 7,112.16                     | 211,940.05        |
| 101-000-017.001          | EDGE - GENERAL FUND                   | 41,992.55                    | 42,294.23         |
| 101-000-017.002          | MI CLASS - FUND BALANCE POLOCY        | 0.00                         | 0.00              |
| 101-000-017.003          | MICLASS HART-PTW NON-MOTORIZED TRAIL  | 25,645.99                    | 25,834.51         |
| 101-000-017.004          | CFCU FUND BALANCE POLICY CD           | 57,553.70                    | 129,906.12        |
| 101-000-017.005          | CONSUMERS CREDIT UNION PRIM BUS SHARE | 27.78                        | 27.78             |
| 101-000-040.000          | A/R NON-GOV'T ENTITIES                | 0.00                         | 0.00              |
| 101-000-056.000          | INTEREST REC                          | 0.00                         | 0.00              |
| 101-000-058.000          | GRANT REC/FISH                        | 0.00                         | 0.00              |
| 101-000-072.000          | DUE FROM COUNTY                       | 18,439.65                    | 18,439.65         |
| 101-000-078.000          | DUE FROM STATE                        | 92,750.00                    | 13,529.00         |
| 101-000-084.000          | DUE FROM OTHER                        | 0.00                         | 0.00              |
| 101-000-084.204          | DUE FROM ROAD                         | 0.00                         | 0.00              |
| 101-000-084.206          | DUE FROM FIRE                         | 0.00                         | 0.00              |
| 101-000-084.209          | DUE FROM CEMETERY                     | 0.00                         | 0.00              |
| 101-000-084.286          | DUE FROM ARPA                         | 0.00                         | 0.00              |
| 101-000-084.592          | DUE FROM SEWER                        | 0.00                         | 0.00              |
| 101-000-084.703          | DUE FROM TAX                          | 0.00                         | 0.00              |
| 101-000-193.000          | L.T. ADVANCE TO SEWER FUND            | 100,000.00                   | 90,000.00         |
| 101-000-193.001          | INTREST ON LONG TERM ADVANCE          | 2,022.57                     | 2,022.57          |
| <b>Total Assets</b>      |                                       | <b>683,412.26</b>            | <b>562,315.25</b> |
| *** Liabilities ***      |                                       |                              |                   |
| 101-000-202.000          | ACCOUNTS PAYABLE                      | 3,844.63                     | 1,020.12          |
| 101-000-202.001          | ACCTS PAYABLE                         | 0.00                         | 0.00              |
| 101-000-214.204          | DUE TO ROAD FUND                      | 0.00                         | 0.00              |
| 101-000-214.206          | DUE TO FIRE DEPT                      | 0.00                         | 0.00              |
| 101-000-214.209          | DUE TO CEMETERY                       | 0.00                         | 0.00              |
| 101-000-214.529          | DUE TO SEWER                          | 0.00                         | 0.00              |
| 101-000-223.000          | DUE TO LIBRARY                        | 0.00                         | 0.00              |
| 101-000-257.000          | ACCRUED WAGES                         | 0.00                         | 0.00              |
| 101-000-258.000          | P/R LIABILITIES                       | 0.00                         | 0.00              |
| 101-000-258.001          | P/R LIABILITIES - FWT                 | (29.20)                      | (29.20)           |
| 101-000-258.002          | P/R LIABILITIES - SS WH               | (10.44)                      | (10.44)           |
| 101-000-258.003          | P/R LIABILITIES - MED WH              | (2.44)                       | (2.44)            |
| 101-000-258.004          | P/R LIABILITIES - SWT                 | 2,548.05                     | 1,511.35          |
| 101-000-259.000          | DIRECT DEP LIAB                       | 0.00                         | 0.00              |
| 101-000-259.001          | LIAB ACCOUNT                          | 0.00                         | 0.00              |
| 101-000-259.002          | LIAB ACCOUNT                          | 0.00                         | 0.00              |
| 101-000-339.000          | DEF REVENUES                          | 0.00                         | 0.00              |
| 101-000-352.000          | DUE TO SSB                            | 0.00                         | 0.00              |
| <b>Total Liabilities</b> |                                       | <b>6,350.60</b>              | <b>2,489.39</b>   |

\*\*\* Fund Balance \*\*\*

08/28/2025 11:11 AM  
User: MO  
DB: Pentwater Twp

BALANCE SHEET FOR PENTWATER TOWNSHIP  
Period Ending 08/31/2025

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Fund 101 GENERAL FUND

| GL Number                          | Description     | Current Year<br>Beg. Balance | Balance      |
|------------------------------------|-----------------|------------------------------|--------------|
| *** Fund Balance ***               |                 |                              |              |
| 101-000-390.000                    | FUND BALANCE    | 677,061.66                   | 677,061.66   |
| 101-000-390.001                    | OPENING BALANCE | 0.00                         | 0.00         |
| Total Fund Balance                 |                 | 677,061.66                   | 677,061.66   |
| Beginning Fund Balance             |                 |                              | 677,061.66   |
| Net of Revenues VS Expenditures    |                 |                              | (117,235.80) |
| Ending Fund Balance                |                 |                              | 559,825.86   |
| Total Liabilities And Fund Balance |                 |                              | 562,315.25   |

Fund 204 ROAD FUND

| GL Number                          | Description              | Current Year<br>Beg. Balance | Balance     |
|------------------------------------|--------------------------|------------------------------|-------------|
| *** Assets ***                     |                          |                              |             |
| 204-000-001.000                    | ROAD FUND ACCOUNT        | (151,635.93)                 | 0.00        |
| 204-000-001.001                    | MI CLASS - ROAD FUND     | 168,173.14                   | 67,629.40   |
| 204-000-002.000                    | ROAD FUND CASH - SAVINGS | 0.00                         | 0.00        |
| 204-000-003.100                    | ROAD FUND SAVINGS        | 0.00                         | 0.00        |
| 204-000-006.000                    | POOLED CASH              | 218,882.96                   | 173,654.02  |
| 204-000-017.000                    | MC EDGE - ROAD FUND      | 17,503.40                    | (115.42)    |
| 204-000-072.000                    | DUE FROM COUNTY          | 6,175.13                     | 6,175.13    |
| 204-000-084.101                    | DUE FROM GF              | 0.00                         | 0.00        |
| 204-000-084.209                    | DUE FROM CEMETERY        | 0.00                         | 0.00        |
| Total Assets                       |                          | 259,098.70                   | 247,343.13  |
| *** Liabilities ***                |                          |                              |             |
| 204-000-202.000                    | ACCOUNTS PAYABLE         | 495.00                       | 495.00      |
| 204-000-214.000                    | DUE TO OTHER FUNDS       | 0.00                         | 0.00        |
| 204-000-214.209                    | DUE TO CEMETERY          | 0.00                         | 0.00        |
| 204-000-258.001                    | P/R LIABILITIES - FWT    | 0.00                         | 0.00        |
| 204-000-258.002                    | P/R LIABILITIES - SS WH  | 0.00                         | 0.00        |
| 204-000-258.003                    | P/R LIABILITIES - MED WH | 0.00                         | 0.00        |
| 204-000-258.004                    | P/R LIABILITIES - SWT    | 0.00                         | 19.94       |
| Total Liabilities                  |                          | 495.00                       | 514.94      |
| *** Fund Balance ***               |                          |                              |             |
| 204-000-390.000                    | FUND BALANCE             | 258,603.70                   | 258,603.70  |
| Total Fund Balance                 |                          | 258,603.70                   | 258,603.70  |
| Beginning Fund Balance             |                          |                              | 258,603.70  |
| Net of Revenues VS Expenditures    |                          |                              | (11,775.51) |
| Ending Fund Balance                |                          |                              | 246,828.19  |
| Total Liabilities And Fund Balance |                          |                              | 247,343.13  |

Fund 206 FIRE FUND

| GL Number                          | Description              | Current Year<br>Beg. Balance | Balance      |
|------------------------------------|--------------------------|------------------------------|--------------|
| *** Assets ***                     |                          |                              |              |
| 206-000-001.000                    | CHECKING ACCT            | 31,294.27                    | 60,650.60    |
| 206-000-001.001                    | MI CLASS - FD            | 118,549.65                   | 25,377.43    |
| 206-000-001.002                    | MC EDGE - FD             | 256,623.10                   | 258,467.16   |
| 206-000-003.004                    | MM HUNTINGTON            | 0.00                         | 0.00         |
| 206-000-003.005                    | CD HUNTINGTON            | 0.00                         | 0.00         |
| 206-000-018.000                    | A/R                      | 0.00                         | 0.00         |
| 206-000-026.000                    | DUE FR COUNTY            | 0.00                         | 0.00         |
| 206-000-040.000                    | A/R NON-GOV'T ENTITIES   | 0.00                         | 0.00         |
| 206-000-040.001                    | ACCOUNTS REC             | 0.00                         | 0.00         |
| 206-000-072.000                    | MFR DUE FROM CO          | 18,387.45                    | 18,387.45    |
| 206-000-084.101                    | DUE FROM GF              | 151,570.73                   | 151,570.73   |
| 206-000-111.000                    | UNDEP FUNDS              | 0.00                         | 0.00         |
| 206-000-140.000                    | CAP ASSETS               | 1,066,898.00                 | 1,066,898.00 |
| 206-000-148.000                    | FIRE TRUCK               | 0.00                         | 0.00         |
| Total Assets                       |                          | 1,643,323.20                 | 1,581,351.37 |
| *** Liabilities ***                |                          |                              |              |
| 206-000-202.000                    | ACCOUNTS PAYABLE         | 5,091.52                     | 0.00         |
| 206-000-202.001                    | ASSOCIATION FEE          | 0.00                         | 0.00         |
| 206-000-202.002                    | A/P                      | 0.00                         | 0.00         |
| 206-000-214.101                    | DUE TO GENERAL FUND      | 0.00                         | 0.00         |
| 206-000-252.000                    | ACCURED INTEREST PAYABLE | 716.25                       | 716.25       |
| 206-000-257.000                    | P/R LIABILITIES          | 0.00                         | 0.00         |
| 206-000-258.000                    | ACC FWT                  | 0.00                         | 0.00         |
| 206-000-258.001                    | ACC SS WTHOLD            | 0.00                         | 0.00         |
| 206-000-258.002                    | ACC MEDICARE             | 42.08                        | 42.08        |
| 206-000-258.003                    | ACC SWT                  | 0.00                         | 0.00         |
| 206-000-258.004                    | P/R LIABILITIES - SWT    | 1,572.74                     | 5.78         |
| 206-000-259.000                    | DIRECT DEP LIAB          | 0.00                         | 0.00         |
| 206-000-301.000                    | LONG TERM DEBT           | 238,668.00                   | 238,668.00   |
| 206-000-314.000                    | DEBT SERVICE - PRINCIPAL | 0.00                         | 0.00         |
| 206-000-339.000                    | DEF REVENUES             | 0.00                         | 0.00         |
| Total Liabilities                  |                          | 246,090.59                   | 239,432.11   |
| *** Fund Balance ***               |                          |                              |              |
| 206-000-390.000                    | FUND BALANCE             | 0.00                         | 0.00         |
| 206-000-390.001                    | OPENING BALANCE          | 0.00                         | 0.00         |
| 206-000-390.002                    | RET EARNINGS             | 1,397,232.61                 | 1,397,232.61 |
| Total Fund Balance                 |                          | 1,397,232.61                 | 1,397,232.61 |
| Beginning Fund Balance             |                          |                              | 1,397,232.61 |
| Net of Revenues VS Expenditures    |                          |                              | (55,313.35)  |
| Ending Fund Balance                |                          |                              | 1,341,919.26 |
| Total Liabilities And Fund Balance |                          |                              | 1,581,351.37 |

Fund 209 CEMETERY FUND

| GL Number                          | Description                      | Current Year<br>Beg. Balance | Balance     |
|------------------------------------|----------------------------------|------------------------------|-------------|
| *** Assets ***                     |                                  |                              |             |
| 209-000-001.000                    | CHECKING ACCT                    | 44,286.88                    | 0.00        |
| 209-000-001.001                    | MI CLASS - CEMETERY              | 178,747.13                   | 203,425.57  |
| 209-000-001.002                    | MC EDGE - CEMETERY               | 166,331.72                   | 167,526.65  |
| 209-000-002.000                    | CEMETERY CASH - SAVINGS          | 0.00                         | 0.00        |
| 209-000-003.000                    | MM HUNTINGTON                    | 0.00                         | 0.00        |
| 209-000-003.001                    | 5/3 SAVINGS                      | 0.00                         | 0.00        |
| 209-000-006.000                    | POOLED CASH                      | 39,163.50                    | 3,874.27    |
| 209-000-040.000                    | A/R NON-GOV'T ENTITIES           | 0.00                         | 0.00        |
| 209-000-072.000                    | DUE FR COUNTY                    | 4,143.75                     | 4,143.75    |
| 209-000-084.101                    | DUE FROM GF                      | 0.00                         | 0.00        |
| 209-000-084.204                    | TO ROAD                          | 0.00                         | 0.00        |
| 209-000-084.703                    | DUE FROM TAX                     | 0.00                         | 0.00        |
| Total Assets                       |                                  | 432,672.98                   | 378,970.24  |
| *** Liabilities ***                |                                  |                              |             |
| 209-000-202.000                    | ACCOUNTS PAYABLE                 | 887.41                       | 0.00        |
| 209-000-202.001                    | AP-RPC                           | 0.00                         | 0.00        |
| 209-000-202.002                    | OTHER ACCTS PAY                  | 0.00                         | 0.00        |
| 209-000-214.204                    | DUE TO ROAD FUND                 | 0.00                         | 0.00        |
| 209-000-226.000                    | DUE TO TOWNSHIPS - PENTWATER TWP | 0.00                         | 0.00        |
| 209-000-226.101                    | DUE TO TOWNSHIP                  | 0.00                         | 0.00        |
| 209-000-257.000                    | ACCRUED SAL/WAG                  | 0.00                         | 0.00        |
| 209-000-258.000                    | SAL/WAG - FWT                    | 0.00                         | 0.00        |
| 209-000-258.001                    | P/R LIABILITIES - FWT            | 0.00                         | 0.00        |
| 209-000-258.002                    | P/R LIABILITIES - SS WH          | 0.00                         | 0.00        |
| 209-000-258.003                    | P/R LIABILITIES - MED WH         | 0.00                         | 0.00        |
| 209-000-258.004                    | P/R LIABILITIES - SWT            | 0.00                         | 121.01      |
| Total Liabilities                  |                                  | 887.41                       | 121.01      |
| *** Fund Balance ***               |                                  |                              |             |
| 209-000-390.000                    | FUND BALANCE                     | 431,785.57                   | 431,785.57  |
| 209-000-390.001                    | OPENING BALANCE                  | 0.00                         | 0.00        |
| Total Fund Balance                 |                                  | 431,785.57                   | 431,785.57  |
| Beginning Fund Balance             |                                  |                              | 431,785.57  |
| Net of Revenues VS Expenditures    |                                  |                              | (52,936.34) |
| Ending Fund Balance                |                                  |                              | 378,849.23  |
| Total Liabilities And Fund Balance |                                  |                              | 378,970.24  |

Fund 592 SEWER FUND

| GL Number                          | Description                           | Current Year<br>Beg. Balance | Balance   |
|------------------------------------|---------------------------------------|------------------------------|-----------|
| *** Assets ***                     |                                       |                              |           |
| 592-000-001.000                    | CHECKING ACCT                         | 0.00                         | 0.00      |
| 592-000-002.000                    | NEW HUNTINGTON CHECKING ACCT          | 45,704.76                    | 0.00      |
| 592-000-006.000                    | POOLED CASH                           | 34,553.30                    | 70,593.30 |
| 592-000-033.000                    | UTILITY BILLS RECEIVABLE              | 37,139.43                    | 24,203.18 |
| 592-000-033.001                    | UNBILLED RECEIVABLES                  | 0.00                         | 0.00      |
| 592-000-034.000                    | DELINQUENT UTILITY BILL RECEIVABLE TX | 0.00                         | 0.00      |
| 592-000-035.000                    | U/R OVER 90 DAYS                      | 0.00                         | 0.00      |
| 592-000-084.101                    | DUE FROM GF                           | 0.00                         | 0.00      |
| 592-000-084.286                    | DUE FROM APR                          | 0.00                         | 0.00      |
| Total Assets                       |                                       | 117,397.49                   | 94,796.48 |
| *** Liabilities ***                |                                       |                              |           |
| 592-000-202.000                    | ACCOUNTS PAYABLE                      | 12,547.97                    | 0.00      |
| 592-000-230.000                    | DUE TO TAX                            | 0.00                         | 0.00      |
| 592-000-258.000                    | P/R LIABILITIES                       | 0.00                         | 0.00      |
| 592-000-258.001                    | P/R LIABILITIES - FWT                 | 0.00                         | 0.00      |
| 592-000-258.002                    | P/R LIABILITIES - SS WH               | 0.00                         | 0.00      |
| 592-000-258.003                    | P/R LIABILITIES - MED WH              | 0.00                         | 0.00      |
| 592-000-258.004                    | P/R LIABILITIES - SWT                 | 0.00                         | 0.00      |
| 592-000-314.000                    | L.T. ADVANCES FROM GEN FUND           | 100,000.00                   | 90,000.00 |
| 592-539-314.000                    | DEBT SERVICE - PRINCIPAL              | 0.00                         | 0.00      |
| Total Liabilities                  |                                       | 112,547.97                   | 90,000.00 |
| *** Fund Balance ***               |                                       |                              |           |
| 592-000-390.000                    | FUND BALANCE                          | 4,849.52                     | 4,849.52  |
| 592-000-390.001                    | OPENING BALANCE                       | 0.00                         | 0.00      |
| Total Fund Balance                 |                                       | 4,849.52                     | 4,849.52  |
| Beginning Fund Balance             |                                       |                              | 4,849.52  |
| Net of Revenues VS Expenditures    |                                       |                              | (53.04)   |
| Ending Fund Balance                |                                       |                              | 4,796.48  |
| Total Liabilities And Fund Balance |                                       |                              | 94,796.48 |

User: MO  
DB: Pentwater Twp

PERIOD ENDING 08/31/2025

| GL NUMBER | DESCRIPTION | 2025-26<br>AMENDED BUDGET | YTD BALANCE<br>08/31/2025<br>NORMAL (ABNORMAL) | ACTIVITY FOR<br>MONTH 08/31/2025<br>INCREASE (DECREASE) | AVAILABLE<br>BALANCE<br>NORMAL (ABNORMAL) | % BDT<br>USED |
|-----------|-------------|---------------------------|------------------------------------------------|---------------------------------------------------------|-------------------------------------------|---------------|
|-----------|-------------|---------------------------|------------------------------------------------|---------------------------------------------------------|-------------------------------------------|---------------|

## Fund 101 - GENERAL FUND

## Revenues

|                 |                                     |            |             |          |             |          |
|-----------------|-------------------------------------|------------|-------------|----------|-------------|----------|
| Dept 000        | FROM PREV YEAR END                  | 34,152.00  | 0.00        | 0.00     | 34,152.00   | 0.00     |
| 101-000-400.000 | CURRENT REAL PROPERTY               | 359,667.00 | 0.00        | 0.00     | 359,667.00  | 0.00     |
| 101-000-402.000 | ADMIN FEE LAND BANK                 | 0.00       | 0.00        | 0.00     | 0.00        | 0.00     |
| 101-000-411.000 | DELINQUENT REAL PROP TAX            | 0.00       | 18,438.46   | 0.00     | (18,438.46) | 100.00   |
| 101-000-429.000 | COMM FOREST TAX                     | 34.00      | 0.00        | 0.00     | 34.00       | 0.00     |
| 101-000-432.000 | STATE PMT IN LIEU OF TAX (PILT)     | 0.00       | 0.00        | 0.00     | 0.00        | 0.00     |
| 101-000-434.000 | TRAILER PARK TAX                    | 220.00     | 0.00        | 0.00     | 220.00      | 0.00     |
| 101-000-442.000 | HOMESTEAD DEDUCTS                   | 0.00       | 706.67      | 0.00     | (706.67)    | 100.00   |
| 101-000-445.000 | PENALTY & INTEREST TAXES            | 0.00       | 0.00        | 0.00     | 0.00        | 0.00     |
| 101-000-447.000 | TAX ADMINISTRATION FEE              | 98,000.00  | 4,881.13    | 4,881.13 | 93,118.87   | 4.98     |
| 101-000-449.000 | DELINQUENT TAX ADMIN FEE            | 0.00       | 0.00        | 0.00     | 0.00        | 0.00     |
| 101-000-477.000 | SET REIMBURSEMENT                   | 7,200.00   | 0.00        | 0.00     | 7,200.00    | 0.00     |
| 101-000-479.000 | FRANCHISE FEES (CHAPTER COMM)       | 8,000.00   | 3,216.67    | 1,721.89 | 4,783.33    | 40.21    |
| 101-000-481.000 | ZONING PERMIT FEES                  | 1,750.00   | 840.00      | 120.00   | 910.00      | 48.00    |
| 101-000-541.001 | PLANNING COMMISSION REVIEW FEES     | 1,500.00   | 125.00      | 125.00   | 1,375.00    | 8.33     |
| 101-000-549.000 | TSRC STATE GRANT                    | 0.00       | 80,958.05   | 1,736.79 | (80,958.05) | 100.00   |
| 101-000-569.000 | ELECTION REIMBURSEMENT              | 1,000.00   | (78,449.44) | 771.56   | 79,449.44   | (7,844.9 |
| 101-000-573.000 | OTHER STATE GRANTS                  | 0.00       | 3.05        | 3.05     | (3.05)      | 100.00   |
| 101-000-574.000 | LOCAL COMMUNITY STABILIZATION SHARE | 3,000.00   | 3,937.80    | 0.00     | (937.80)    | 131.26   |
| 101-000-574.001 | CONSTITUTIONAL STATE SHARED REVENUE | 82,120.00  | 26,521.00   | 0.00     | 55,599.00   | 32.30    |
| 101-000-574.002 | STATUTORY REVENUE SHARING TWP       | 0.00       | 73.00       | 0.00     | (73.00)     | 100.00   |
| 101-000-580.000 | LOCAL UNIT GRANTS                   | 0.00       | 5,000.00    | 0.00     | (5,000.00)  | 100.00   |
| 101-000-607.000 | LAND DIV FEE                        | 300.00     | 0.00        | 0.00     | 300.00      | 0.00     |
| 101-000-607.001 | ZONING - PC REVIEW FEES             | 1,500.00   | 0.00        | 0.00     | 1,500.00    | 0.00     |
| 101-000-607.002 | ZBA FEES                            | 800.00     | 0.00        | 0.00     | 800.00      | 0.00     |
| 101-000-607.003 | ZONING - TWP BOARD REVIEW FEES      | 0.00       | 0.00        | 0.00     | 0.00        | 0.00     |
| 101-000-626.000 | COPY FEES                           | 0.00       | 0.00        | 0.00     | 0.00        | 0.00     |
| 101-000-628.000 | TRANSFER SITE FEES                  | 18,000.00  | 16,021.00   | 1,723.00 | 1,979.00    | 89.01    |
| 101-000-664.000 | INTEREST INCOME                     | 13,400.00  | 10,573.81   | 0.00     | 2,826.19    | 78.91    |
| 101-000-670.000 | INTEREST ON SEWER LT ADVANCE        | 0.00       | 2,000.00    | 2,000.00 | (2,000.00)  | 100.00   |
| 101-000-672.001 | VENDOR REFUNDS                      | 0.00       | 0.00        | 0.00     | 0.00        | 0.00     |
| 101-000-686.000 | MISCELLANEOUS                       | 12,500.00  | 512.38      | 0.00     | 11,987.62   | 4.10     |
| 101-000-699.000 | TRANSFER IN                         | 0.00       | 0.00        | 0.00     | 0.00        | 0.00     |

Total Dept 000

643,943.00

95,471.58

13,082.42

548,471.42

14.83

## TOTAL REVENUES

643,943.00

95,471.58

13,082.42

548,471.42

14.83

## Expenditures

## Dept 101 - TOWNSHIP BOARD

|                 |                       |          |          |        |          |       |
|-----------------|-----------------------|----------|----------|--------|----------|-------|
| 101-101-702.000 | SALARIES & WAGES      | 4,500.00 | 1,453.70 | 290.74 | 3,046.30 | 32.30 |
| 101-101-705.000 | EMPLOYER FICA CONTRIB | 344.00   | 111.19   | 22.24  | 232.81   | 32.32 |
| 101-101-995.000 | TRANSFER OUT          | 0.00     | 0.00     | 0.00   | 0.00     | 0.00  |

Total Dept 101 - TOWNSHIP BOARD

4,844.00

1,564.89

312.98

3,279.11

32.31

## Dept 171 - SUPERVISOR

|                 |                       |           |           |          |           |       |
|-----------------|-----------------------|-----------|-----------|----------|-----------|-------|
| 101-171-702.000 | SALARIES & WAGES      | 38,560.00 | 14,830.80 | 2,966.16 | 23,729.20 | 38.46 |
| 101-171-702.001 | DEPUTY WAGES          | 12,360.00 | 400.16    | 129.78   | 11,959.84 | 3.24  |
| 101-171-705.000 | EMPLOYER FICA CONTRIB | 3,895.00  | 1,165.16  | 236.83   | 2,729.84  | 29.91 |
| 101-171-815.000 | EDUCATION/TRAINING    | 1,500.00  | 0.00      | 0.00     | 1,500.00  | 0.00  |
| 101-171-860.000 | TRAVEL                | 500.00    | 50.08     | 0.00     | 449.92    | 10.02 |

User: MO  
DB: Pentwater Twp

PERIOD ENDING 08/31/2025

| GL NUMBER | DESCRIPTION | 2025-26        |        | YTD BALANCE |            | ACTIVITY FOR     |                     | AVAILABLE |            | % BUDGET USED |
|-----------|-------------|----------------|--------|-------------|------------|------------------|---------------------|-----------|------------|---------------|
|           |             | AMENDED BUDGET | NORMAL | 08/31/2025  | (ABNORMAL) | MONTH 08/31/2025 | INCREASE (DECREASE) | NORMAL    | (ABNORMAL) |               |

Fund 101 - GENERAL FUND

|                             |               |           |  |           |  |          |  |           |  |       |
|-----------------------------|---------------|-----------|--|-----------|--|----------|--|-----------|--|-------|
| Expenditures                |               |           |  |           |  |          |  |           |  |       |
| 101-171-955.000             | MISCELLANEOUS | 0.00      |  | 0.00      |  | 0.00     |  | 0.00      |  | 0.00  |
| Total Dept 171 - SUPERVISOR |               | 56,815.00 |  | 16,446.20 |  | 3,332.77 |  | 40,368.80 |  | 28.95 |

Dept 215 - CLERK

|                        |                       |           |  |           |  |          |  |           |  |       |
|------------------------|-----------------------|-----------|--|-----------|--|----------|--|-----------|--|-------|
| 101-215-702.000        | SALARIES & WAGES      | 38,560.00 |  | 14,830.80 |  | 2,966.16 |  | 23,729.20 |  | 38.46 |
| 101-215-702.001        | DEPUTY WAGES          | 28,956.00 |  | 10,214.78 |  | 2,568.56 |  | 18,741.22 |  | 35.28 |
| 101-215-705.000        | EMPLOYER FICA CONTRIB | 5,165.00  |  | 1,926.73  |  | 428.77   |  | 3,238.27  |  | 37.30 |
| 101-215-712.000        | REG SECRETARY         | 541.00    |  | 140.46    |  | 70.23    |  | 400.54    |  | 25.96 |
| 101-215-815.000        | EDUCATION/TRAINING    | 2,100.00  |  | 407.31    |  | 0.00     |  | 1,692.69  |  | 19.40 |
| 101-215-860.000        | TRAVEL                | 3,150.00  |  | 1,860.25  |  | 0.00     |  | 1,289.75  |  | 59.06 |
| 101-215-955.000        | MISCELLANEOUS         | 100.00    |  | 0.00      |  | 0.00     |  | 100.00    |  | 0.00  |
| Total Dept 215 - CLERK |                       | 78,572.00 |  | 29,380.33 |  | 6,033.72 |  | 49,191.67 |  | 37.39 |

Dept 247 - BOARD OF REVIEW

|                                  |                       |          |  |        |  |        |  |          |  |       |
|----------------------------------|-----------------------|----------|--|--------|--|--------|--|----------|--|-------|
| 101-247-702.000                  | SALARIES & WAGES      | 1,195.00 |  | 290.30 |  | 290.30 |  | 904.70   |  | 24.29 |
| 101-247-705.000                  | EMPLOYER FICA CONTRIB | 91.00    |  | 22.22  |  | 22.22  |  | 68.78    |  | 24.42 |
| 101-247-815.000                  | EDUCATION/TRAINING    | 150.00   |  | 0.00   |  | 0.00   |  | 150.00   |  | 0.00  |
| 101-247-860.000                  | TRAVEL EXPENSES       | 100.00   |  | 0.00   |  | 0.00   |  | 100.00   |  | 0.00  |
| 101-247-900.000                  | PRINT/PUBLISH         | 100.00   |  | 0.00   |  | 0.00   |  | 100.00   |  | 0.00  |
| 101-247-955.000                  | MISCELLANEOUS         | 500.00   |  | 0.00   |  | 0.00   |  | 500.00   |  | 0.00  |
| Total Dept 247 - BOARD OF REVIEW |                       | 2,136.00 |  | 312.52 |  | 312.52 |  | 1,823.48 |  | 14.63 |

Dept 253 - TREASURER

|                            |                               |           |  |           |  |          |  |           |  |        |
|----------------------------|-------------------------------|-----------|--|-----------|--|----------|--|-----------|--|--------|
| 101-253-702.000            | SALARIES & WAGES              | 38,560.00 |  | 14,830.80 |  | 2,966.16 |  | 23,729.20 |  | 38.46  |
| 101-253-702.001            | DEPUTY WAGES                  | 13,386.00 |  | 5,542.69  |  | 1,211.28 |  | 7,843.31  |  | 41.41  |
| 101-253-705.000            | EMPLOYER FICA CONTRIB         | 3,974.00  |  | 1,558.55  |  | 319.56   |  | 2,415.45  |  | 39.22  |
| 101-253-727.000            | TWP TREASURER OFFICE SUPPLIES | 0.00      |  | 0.00      |  | 0.00     |  | 0.00      |  | 0.00   |
| 101-253-752.000            | SUPPLIES/EQUIPMENT            | 0.00      |  | 180.41    |  | 0.00     |  | (180.41)  |  | 100.00 |
| 101-253-802.000            | PROF SERV SOFTW               | 4,250.00  |  | 2,064.50  |  | 0.00     |  | 2,185.50  |  | 48.58  |
| 101-253-815.000            | EDUCATION/TRAINING            | 1,900.00  |  | 137.00    |  | 38.00    |  | 1,763.00  |  | 7.21   |
| 101-253-851.000            | POSTAGE                       | 5,800.00  |  | 3,106.72  |  | 0.00     |  | 2,693.28  |  | 53.56  |
| 101-253-860.000            | TRAVEL                        | 2,700.00  |  | 894.54    |  | 173.81   |  | 1,805.46  |  | 33.13  |
| 101-253-955.000            | MISCELLANEOUS                 | 0.00      |  | 0.00      |  | 0.00     |  | 0.00      |  | 0.00   |
| 101-253-964.000            | REFUNDS                       | 0.00      |  | (21.80)   |  | 0.00     |  | 21.80     |  | 100.00 |
| Total Dept 253 - TREASURER |                               | 70,570.00 |  | 28,293.41 |  | 4,708.81 |  | 42,276.59 |  | 40.09  |

Dept 257 - ASSESSOR

|                           |                       |           |  |           |  |          |  |           |  |       |
|---------------------------|-----------------------|-----------|--|-----------|--|----------|--|-----------|--|-------|
| 101-257-702.000           | SALARIES & WAGES      | 59,137.00 |  | 22,745.00 |  | 4,549.00 |  | 36,392.00 |  | 38.46 |
| 101-257-705.000           | EMPLOYER FICA CONTRIB | 4,523.00  |  | 1,739.99  |  | 348.00   |  | 2,783.01  |  | 38.47 |
| 101-257-802.001           | PROF SERVICES - ATTY  | 2,000.00  |  | 0.00      |  | 0.00     |  | 2,000.00  |  | 0.00  |
| 101-257-804.000           | PROF SER SOFTWA       | 5,000.00  |  | 3,570.50  |  | 0.00     |  | 1,429.50  |  | 71.41 |
| 101-257-815.000           | EDUCATION/TRAINING    | 0.00      |  | 0.00      |  | 0.00     |  | 0.00      |  | 0.00  |
| 101-257-851.000           | POSTAGE               | 3,000.00  |  | 0.00      |  | 0.00     |  | 3,000.00  |  | 0.00  |
| 101-257-860.000           | TRAVEL EXPENSES       | 0.00      |  | 0.00      |  | 0.00     |  | 0.00      |  | 0.00  |
| 101-257-955.000           | MISCELLANEOUS         | 100.00    |  | 0.00      |  | 0.00     |  | 100.00    |  | 0.00  |
| Total Dept 257 - ASSESSOR |                       | 73,760.00 |  | 28,055.49 |  | 4,897.00 |  | 45,704.51 |  | 38.04 |

User: MO  
DB: Pentwater Twp

PERIOD ENDING 08/31/2025

| GL NUMBER                 | DESCRIPTION                   | 2025-26        |                   | YTD BALANCE |            | ACTIVITY FOR     |                     | AVAILABLE |                     | % BDCGT USED |
|---------------------------|-------------------------------|----------------|-------------------|-------------|------------|------------------|---------------------|-----------|---------------------|--------------|
|                           |                               | AMENDED BUDGET | NORMAL (ABNORMAL) | 08/31/2025  | 08/31/2025 | MONTH 08/31/2025 | INCREASE (DECREASE) | BALANCE   | ABNORMAL (ABNORMAL) |              |
| Fund 101 - GENERAL FUND   |                               |                |                   |             |            |                  |                     |           |                     |              |
| Expenditures              |                               |                |                   |             |            |                  |                     |           |                     |              |
| Dept 262 - ELECTION       |                               |                |                   |             |            |                  |                     |           |                     |              |
| 101-262-702.000           | SALARIES & WAGES              | 6,000.00       | 118.97            | 0.00        | 0.00       | 5,881.03         | 1.98                |           |                     |              |
| 101-262-705.000           | EMPLOYER FICA CONTRIB         | 460.00         | 9.10              | 0.00        | 0.00       | 450.90           | 1.98                |           |                     |              |
| 101-262-752.000           | SUPPLIES/EQUIPMENT            | 2,500.00       | 79.63             | 0.00        | 0.00       | 2,420.37         | 3.19                |           |                     |              |
| 101-262-801.000           | ELECT SERV VILL               | 6,500.00       | 0.00              | 0.00        | 0.00       | 6,500.00         | 0.00                |           |                     |              |
| 101-262-802.000           | ELECT OTHER CON               | 500.00         | 0.00              | 0.00        | 0.00       | 500.00           | 0.00                |           |                     |              |
| 101-262-803.000           | ELECTION SOURCE - CONTRACTUAL | 1,000.00       | 0.00              | 0.00        | 0.00       | 1,000.00         | 0.00                |           |                     |              |
| 101-262-815.000           | EDUCATION/TRAINING            | 1,000.00       | 0.00              | 0.00        | 0.00       | 1,000.00         | 0.00                |           |                     |              |
| 101-262-851.000           | POSTAGE                       | 600.00         | 0.00              | 0.00        | 0.00       | 600.00           | 0.00                |           |                     |              |
| 101-262-860.000           | TRAVEL EXPENSES               | 2,000.00       | 25.20             | 25.20       | 0.00       | 1,974.80         | 1.26                |           |                     |              |
| 101-262-955.000           | MISCELLANEOUS                 | 1,000.00       | 0.00              | 0.00        | 0.00       | 1,000.00         | 0.00                |           |                     |              |
| 101-262-970.003           | CAP OUT OTHER                 | 0.00           | 0.00              | 0.00        | 0.00       | 0.00             | 0.00                |           |                     |              |
| Total Dept 262 - ELECTION |                               | 21,560.00      | 232.90            | 25.20       |            | 21,327.10        | 1.08                |           |                     |              |
| Dept 265 - TOWNSHIP       |                               |                |                   |             |            |                  |                     |           |                     |              |
| 101-265-705.000           | EMPLOYER FICA CONTRIB         | 487.00         | 223.84            | 44.76       | 263.16     | 45.96            |                     |           |                     |              |
| 101-265-706.000           | CUSTODIAL WAGES               | 6,359.00       | 2,926.20          | 585.24      | 3,432.80   | 46.02            |                     |           |                     |              |
| 101-265-752.000           | SUPPLIES/EQUIPMENT            | 8,000.00       | 6,449.36          | 173.63      | 1,550.64   | 80.62            |                     |           |                     |              |
| 101-265-802.000           | PROF SERV SOFTWARE            | 4,500.00       | 5,471.63          | 671.19      | (971.63)   | 121.59           |                     |           |                     |              |
| 101-265-804.000           | PROF SERV-AUDIT               | 25,500.00      | 7,139.80          | 0.00        | 18,360.20  | 28.00            |                     |           |                     |              |
| 101-265-805.000           | PROF SERV-AUDIT               | 15,000.00      | 0.00              | 0.00        | 15,000.00  | 0.00             |                     |           |                     |              |
| 101-265-806.000           | OTHER SERVICES                | 3,000.00       | 0.00              | 0.00        | 3,000.00   | 0.00             |                     |           |                     |              |
| 101-265-806.001           | PROF SERV IT                  | 0.00           | 750.00            | 0.00        | (750.00)   | 100.00           |                     |           |                     |              |
| 101-265-807.000           | PROF SERV WEB                 | 1,000.00       | 0.00              | 0.00        | 1,000.00   | 0.00             |                     |           |                     |              |
| 101-265-809.000           | OTHER SERVICES                | 0.00           | 0.00              | 0.00        | 0.00       | 0.00             |                     |           |                     |              |
| 101-265-815.000           | EDUCATION/TRAINING            | 0.00           | 750.00            | 0.00        | (750.00)   | 100.00           |                     |           |                     |              |
| 101-265-820.000           | PROF CONSULTANT               | 2,000.00       | 0.00              | 0.00        | 2,000.00   | 0.00             |                     |           |                     |              |
| 101-265-825.000           | SUBSCRIPTIONS                 | 400.00         | 199.90            | 0.00        | 200.10     | 49.98            |                     |           |                     |              |
| 101-265-828.000           | BANK FEES                     | 1,680.00       | 43.62             | 0.00        | 1,636.38   | 2.60             |                     |           |                     |              |
| 101-265-829.000           | PERMITS                       | 0.00           | 40.00             | 40.00       | (40.00)    | 100.00           |                     |           |                     |              |
| 101-265-850.000           | UTIL PH/INTERNE               | 4,200.00       | 1,542.81          | 308.49      | 2,657.19   | 36.73            |                     |           |                     |              |
| 101-265-851.000           | POSTAGE                       | 800.00         | 816.69            | 505.75      | (16.69)    | 102.09           |                     |           |                     |              |
| 101-265-854.000           | COPIING                       | 1,800.00       | 331.67            | 0.00        | 1,468.33   | 18.43            |                     |           |                     |              |
| 101-265-855.000           | OTHER SER/CHGS                | 2,600.00       | 778.00            | 184.98      | 1,822.00   | 29.92            |                     |           |                     |              |
| 101-265-860.000           | TRAVEL EXPENSES               | 0.00           | 0.00              | 0.00        | 0.00       | 0.00             |                     |           |                     |              |
| 101-265-900.000           | PRINT/PUBLIS                  | 3,200.00       | 741.40            | 151.65      | 2,458.60   | 23.17            |                     |           |                     |              |
| 101-265-900.001           | PRINT/PUB NOTIC               | 1,200.00       | 286.45            | 0.00        | 913.55     | 23.87            |                     |           |                     |              |
| 101-265-915.000           | MEMBER/DUES                   | 6,600.00       | 4,460.10          | 0.00        | 2,139.90   | 67.58            |                     |           |                     |              |
| 101-265-915.001           | MEM/DUES MML                  | 0.00           | 0.00              | 0.00        | 0.00       | 0.00             |                     |           |                     |              |
| 101-265-920.000           | UTILITIES                     | 7,700.00       | 2,884.87          | 532.27      | 4,815.13   | 37.47            |                     |           |                     |              |
| 101-265-931.000           | REP/MAINT BUILDING            | 15,000.00      | 2,464.67          | 64.67       | 12,535.33  | 16.43            |                     |           |                     |              |
| 101-265-932.000           | REP/MAIN MOW/SN               | 2,100.00       | 528.00            | 220.00      | 1,572.00   | 25.14            |                     |           |                     |              |
| 101-265-934.000           | REP/MAIN CUSTOD               | 525.00         | 0.00              | 0.00        | 525.00     | 0.00             |                     |           |                     |              |
| 101-265-934.003           | REP/MAIN MISC                 | 700.00         | 0.00              | 0.00        | 700.00     | 0.00             |                     |           |                     |              |
| 101-265-935.000           | INSURANCE/BONDS               | 5,000.00       | 0.00              | 0.00        | 5,000.00   | 0.00             |                     |           |                     |              |
| 101-265-937.000           | WORK COMP                     | 2,000.00       | 0.00              | 0.00        | 2,000.00   | 0.00             |                     |           |                     |              |
| 101-265-940.000           | COPY MACH RENT                | 1,700.00       | 576.40            | 0.00        | 1,123.60   | 33.91            |                     |           |                     |              |
| 101-265-940.001           | POST MACH RENT                | 525.00         | 482.04            | 0.00        | 42.96      | 91.82            |                     |           |                     |              |
| 101-265-955.000           | MISCELLANEOUS                 | 2,500.00       | 1,971.95          | 0.00        | 528.05     | 78.88            |                     |           |                     |              |
| 101-265-964.000           | REFUNDS ASSESSOR CHANGES      | 100.00         | 175.62            | 160.38      | (75.62)    | 175.62           |                     |           |                     |              |
| 101-265-970.000           | CAP OUT-COMPUTE               | 6,000.00       | 0.00              | 0.00        | 6,000.00   | 0.00             |                     |           |                     |              |
| 101-265-970.002           | CAP OUT-BLDG                  | 2,000.00       | 0.00              | 0.00        | 2,000.00   | 0.00             |                     |           |                     |              |
| 101-265-970.003           | CAP OUT OTHER                 | 3,000.00       | 0.00              | 0.00        | 3,000.00   | 0.00             |                     |           |                     |              |
| 101-265-970.004           | CAP OUT BLD REP               | 5,000.00       | 0.00              | 0.00        | 5,000.00   | 0.00             |                     |           |                     |              |

User: MO  
DB: Pentwater Twp

|                                      |                              | PERIOD ENDING 08/31/2025 |        | YTD BALANCE |          | ACTIVITY FOR     |        | AVAILABLE  |  |        |  |
|--------------------------------------|------------------------------|--------------------------|--------|-------------|----------|------------------|--------|------------|--|--------|--|
|                                      |                              | 2025-26                  |        | 08/31/2025  |          | MONTH 08/31/2025 |        |            |  | % BDGT |  |
| GL NUMBER                            | DESCRIPTION                  | AMENDED BUDGET           | NORMAL | (ABNORMAL)  | INCREASE | (DECREASE)       | NORMAL | (ABNORMAL) |  | USED   |  |
| Fund 101 - GENERAL FUND              |                              |                          |        |             |          |                  |        |            |  |        |  |
| Expenditures                         |                              |                          |        |             |          |                  |        |            |  |        |  |
| 101-265-991.100                      | DEBT SERVICE                 | 0.00                     |        | 0.00        |          | 0.00             |        | 0.00       |  | 0.00   |  |
| 101-265-995.000                      | TRANSFERS OUT                | 0.00                     |        | 0.00        |          | 0.00             |        | 0.00       |  | 0.00   |  |
| Total Dept 265 - TOWNSHIP            |                              | 142,176.00               |        | 43,275.02   |          | 3,763.01         |        | 98,900.98  |  | 30.44  |  |
| Dept 445 - DRAIN                     |                              |                          |        |             |          |                  |        |            |  |        |  |
| 101-445-875.000                      | AT LARGE DRAINAGE ASSESSMENT | 20,000.00                |        | 0.00        |          | 0.00             |        | 20,000.00  |  | 0.00   |  |
| Total Dept 445 - DRAIN               |                              | 20,000.00                |        | 0.00        |          | 0.00             |        | 20,000.00  |  | 0.00   |  |
| Dept 526 - TRANSFER STATION          |                              |                          |        |             |          |                  |        |            |  |        |  |
| 101-526-702.000                      | SALARIES & WAGES             | 15,271.00                |        | 4,960.00    |          | 992.00           |        | 10,311.00  |  | 32.48  |  |
| 101-526-705.000                      | EMPLOYER FICA CONTRIB        | 1,168.00                 |        | 379.44      |          | 75.90            |        | 788.56     |  | 32.49  |  |
| 101-526-752.000                      | SUPPLIES/EQUIPMENT           | 500.00                   |        | 328.59      |          | 0.00             |        | 171.41     |  | 65.72  |  |
| 101-526-802.000                      | CONTRACTUAL SER              | 0.00                     |        | 0.00        |          | 0.00             |        | 0.00       |  | 0.00   |  |
| 101-526-815.000                      | TSRC EDUCATION/TRAINING      | 0.00                     |        | 335.00      |          | 0.00             |        | (335.00)   |  | 100.00 |  |
| 101-526-900.000                      | PRINT/PUBLISH                | 0.00                     |        | 0.00        |          | 0.00             |        | 0.00       |  | 0.00   |  |
| 101-526-915.000                      | TSRC MEMBER/DUES             | 0.00                     |        | 250.00      |          | 0.00             |        | (250.00)   |  | 100.00 |  |
| 101-526-920.000                      | UTILITIES                    | 500.00                   |        | 193.57      |          | 37.96            |        | 306.43     |  | 38.71  |  |
| 101-526-934.000                      | REP/MAINT                    | 5,000.00                 |        | 0.00        |          | 0.00             |        | 5,000.00   |  | 0.00   |  |
| 101-526-935.000                      | INSURANCE/BONDS              | 2,500.00                 |        | 0.00        |          | 0.00             |        | 2,500.00   |  | 0.00   |  |
| 101-526-940.000                      | RENTALS                      | 30,000.00                |        | 9,487.66    |          | 0.00             |        | 20,512.34  |  | 31.63  |  |
| 101-526-940.001                      | EQUIP RENT/JOBS              | 1,500.00                 |        | 525.00      |          | 105.00           |        | 975.00     |  | 35.00  |  |
| 101-526-956.000                      | MISCELLANEOUS                | 800.00                   |        | 0.00        |          | 0.00             |        | 800.00     |  | 0.00   |  |
| 101-526-964.000                      | REFUNDS                      | 0.00                     |        | 0.00        |          | 0.00             |        | 0.00       |  | 0.00   |  |
| 101-526-999.001                      | TSRC GRANT EXPENDITURES      | 0.00                     |        | 9,000.00    |          | 0.00             |        | (9,000.00) |  | 100.00 |  |
| Total Dept 526 - TRANSFER STATION    |                              | 57,239.00                |        | 25,459.26   |          | 3,025.01         |        | 31,779.74  |  | 44.48  |  |
| Dept 597 - DOC/RECREATION/PLIB       |                              |                          |        |             |          |                  |        |            |  |        |  |
| 101-597-802.000                      | CONT SER DOCK                | 800.00                   |        | 0.00        |          | 0.00             |        | 800.00     |  | 0.00   |  |
| 101-597-804.000                      | CONT SERV REC                | 7,500.00                 |        | 0.00        |          | 0.00             |        | 7,500.00   |  | 0.00   |  |
| 101-597-804.100                      | PARK PLACE                   | 7,500.00                 |        | 0.00        |          | 0.00             |        | 7,500.00   |  | 0.00   |  |
| 101-597-804.200                      | NORTHEND PARK                | 0.00                     |        | 0.00        |          | 0.00             |        | 0.00       |  | 0.00   |  |
| 101-597-805.000                      | CONT SERV PLIB               | 6,350.00                 |        | 0.00        |          | 0.00             |        | 6,350.00   |  | 0.00   |  |
| 101-597-808.000                      | BUOYS                        | 1,200.00                 |        | 200.00      |          | 0.00             |        | 1,000.00   |  | 16.67  |  |
| 101-597-934.000                      | REP/MAIN BOAT                | 25,000.00                |        | 14,150.38   |          | 0.00             |        | 10,849.62  |  | 56.60  |  |
| 101-597-955.000                      | MISCELLANEOUS                | 2,500.00                 |        | 0.00        |          | 0.00             |        | 2,500.00   |  | 0.00   |  |
| Total Dept 597 - DOC/RECREATION/PLIB |                              | 50,850.00                |        | 14,350.38   |          | 0.00             |        | 36,499.62  |  | 28.22  |  |
| Dept 701 - PLANNING COMMISSION       |                              |                          |        |             |          |                  |        |            |  |        |  |
| 101-701-702.000                      | SALARIES/WAGES               | 2,800.00                 |        | 1,496.14    |          | 558.26           |        | 1,303.86   |  | 53.43  |  |
| 101-701-705.000                      | EMPLOYER FICA CONTRIB        | 214.00                   |        | 114.47      |          | 42.70            |        | 99.53      |  | 53.49  |  |
| 101-701-802.000                      | PROF SERV ATTORNEY           | 3,500.00                 |        | 0.00        |          | 0.00             |        | 3,500.00   |  | 0.00   |  |
| 101-701-804.000                      | PROF SERV CONSULTANT         | 1,000.00                 |        | 0.00        |          | 0.00             |        | 1,000.00   |  | 0.00   |  |
| 101-701-805.000                      | MASTER PLAN UPDATE           | 0.00                     |        | 0.00        |          | 0.00             |        | 0.00       |  | 0.00   |  |
| 101-701-812.000                      | RECORDING SECRETARY          | 500.00                   |        | 0.00        |          | 0.00             |        | 500.00     |  | 0.00   |  |
| 101-701-815.000                      | EDUCATION/TRAINING           | 200.00                   |        | 0.00        |          | 0.00             |        | 200.00     |  | 0.00   |  |
| 101-701-851.000                      | POSTAGE                      | 0.00                     |        | 0.00        |          | 0.00             |        | 0.00       |  | 0.00   |  |
| 101-701-860.000                      | TRAVEL EXPENSES              | 50.00                    |        | 0.00        |          | 0.00             |        | 50.00      |  | 0.00   |  |
| 101-701-900.000                      | NEWSPAPER PUBLICATIONS       | 500.00                   |        | 185.35      |          | 0.00             |        | 314.65     |  | 37.07  |  |

User: MO  
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PERIOD ENDING 08/31/2025

| GL NUMBER | DESCRIPTION | 2025-26        |        | YTD BALANCE<br>08/31/2025 | ACTIVITY FOR<br>MONTH 08/31/2025 |                   | AVAILABLE<br>BALANCE | % BUDGET<br>USED |
|-----------|-------------|----------------|--------|---------------------------|----------------------------------|-------------------|----------------------|------------------|
|           |             | AMENDED BUDGET | NORMAL |                           | INCREASE (DECREASE)              | NORMAL (ABNORMAL) |                      |                  |

## Fund 101 - GENERAL FUND

|                                      |               |          |  |          |  |        |          |       |
|--------------------------------------|---------------|----------|--|----------|--|--------|----------|-------|
| Expenditures                         |               |          |  |          |  |        |          |       |
| 101-701-955.000                      | MISCELLANEOUS | 0.00     |  | 0.00     |  | 0.00   | 0.00     | 0.00  |
| 101-701-964.000                      | REFUNDS       | 125.00   |  | 0.00     |  | 0.00   | 125.00   | 0.00  |
| Total Dept 701 - PLANNING COMMISSION |               | 8,889.00 |  | 1,795.96 |  | 600.96 | 7,093.04 | 20.20 |

## Dept 702 - ZONING ADMINISTRATION

|                                        |                            |           |  |           |  |          |           |        |
|----------------------------------------|----------------------------|-----------|--|-----------|--|----------|-----------|--------|
| 101-702-702.000                        | SALARIES & WAGES           | 38,000.00 |  | 14,701.06 |  | 2,886.62 | 23,298.94 | 38.69  |
| 101-702-702.001                        | DEPUTY WAGES               | 0.00      |  | 0.00      |  | 0.00     | 0.00      | 0.00   |
| 101-702-703.000                        | HEARING OFFICER WAGES      | 250.00    |  | 0.00      |  | 0.00     | 250.00    | 0.00   |
| 101-702-705.000                        | EMPLOYER FICA CONTRIBUTION | 2,907.00  |  | 1,124.65  |  | 220.82   | 1,782.35  | 38.69  |
| 101-702-752.000                        | SUPPLIES/EQUIPMENT         | 50.00     |  | 0.00      |  | 0.00     | 50.00     | 0.00   |
| 101-702-802.000                        | PROF SERVICES              | 3,500.00  |  | 3,461.00  |  | 2,392.50 | 39.00     | 98.89  |
| 101-702-802.001                        | PROF SER ATTY              | 5,500.00  |  | 3,032.00  |  | 0.00     | 2,468.00  | 55.13  |
| 101-702-804.000                        | PROF SERV CONSU            | 1,500.00  |  | 0.00      |  | 0.00     | 1,500.00  | 0.00   |
| 101-702-815.000                        | EDUCATION/TRAINING         | 250.00    |  | 34.77     |  | 0.00     | 215.23    | 13.91  |
| 101-702-860.000                        | TRAVEL EXPENSES            | 150.00    |  | 0.00      |  | 0.00     | 150.00    | 0.00   |
| 101-702-880.000                        | ADVERTISING-ZON            | 0.00      |  | 0.00      |  | 0.00     | 0.00      | 0.00   |
| 101-702-900.000                        | PRINT/PUBLISH              | 300.00    |  | 982.00    |  | 0.00     | (682.00)  | 327.33 |
| 101-702-955.000                        | MISCELLANEOUS              | 50.00     |  | 0.00      |  | 0.00     | 50.00     | 0.00   |
| 101-702-964.000                        | REFUNDS                    | 100.00    |  | 0.00      |  | 0.00     | 100.00    | 0.00   |
| Total Dept 702 - ZONING ADMINISTRATION |                            | 52,557.00 |  | 23,335.48 |  | 5,499.94 | 29,221.52 | 44.40  |

## Total Dept 702 - ZONING ADMINISTRATION

## Dept 703 - ZONING BOARD OF APPEALS

|                                          |                       |          |  |        |  |      |          |       |
|------------------------------------------|-----------------------|----------|--|--------|--|------|----------|-------|
| 101-703-702.000                          | SALARIES & WAGES      | 500.00   |  | 200.98 |  | 0.00 | 299.02   | 40.20 |
| 101-703-705.000                          | EMPLOYER FICA CONTRIB | 75.00    |  | 15.36  |  | 0.00 | 59.64    | 20.48 |
| 101-703-802.000                          | PROF SERV ATTY        | 1,300.00 |  | 0.00   |  | 0.00 | 1,300.00 | 0.00  |
| 101-703-812.000                          | REC SECRETARY         | 500.00   |  | 0.00   |  | 0.00 | 500.00   | 0.00  |
| 101-703-815.000                          | EDUCATION/TRAINING    | 300.00   |  | 0.00   |  | 0.00 | 300.00   | 0.00  |
| 101-703-860.000                          | TRAVEL EXPENSES       | 0.00     |  | 0.00   |  | 0.00 | 0.00     | 0.00  |
| 101-703-900.000                          | PRINT/PUBLISH         | 900.00   |  | 202.20 |  | 0.00 | 697.80   | 22.47 |
| 101-703-955.000                          | MISCELLANEOUS         | 100.00   |  | 0.00   |  | 0.00 | 100.00   | 0.00  |
| 101-703-964.000                          | REFUNDS               | 300.00   |  | 0.00   |  | 0.00 | 300.00   | 0.00  |
| Total Dept 703 - ZONING BOARD OF APPEALS |                       | 3,975.00 |  | 418.54 |  | 0.00 | 3,556.46 | 10.53 |

## Total Dept 703 - ZONING BOARD OF APPEALS

## TOTAL EXPENDITURES

|            |            |           |            |       |
|------------|------------|-----------|------------|-------|
| 643,943.00 | 212,920.38 | 32,511.92 | 431,022.62 | 33.07 |
|------------|------------|-----------|------------|-------|

## Fund 101 - GENERAL FUND:

|                                |            |              |             |            |        |
|--------------------------------|------------|--------------|-------------|------------|--------|
| TOTAL REVENUES                 | 643,943.00 | 95,471.58    | 13,082.42   | 548,471.42 | 14.83  |
| TOTAL EXPENDITURES             | 643,943.00 | 212,920.38   | 32,511.92   | 431,022.62 | 33.07  |
| NET OF REVENUES & EXPENDITURES | 0.00       | (117,448.80) | (19,429.50) | 117,448.80 | 100.00 |

User: MO

DB: Pentwater Twp

PERIOD ENDING 08/31/2025

| GL NUMBER                      | DESCRIPTION                         | 2025-26        |        | YTD BALANCE |            | ACTIVITY FOR     |            | AVAILABLE  |            | % BDT<br>USED |
|--------------------------------|-------------------------------------|----------------|--------|-------------|------------|------------------|------------|------------|------------|---------------|
|                                |                                     | AMENDED BUDGET | NORMAL | 08/31/2025  | (ABNORMAL) | MONTH 08/31/2025 | (DECREASE) | NORMAL     | (ABNORMAL) |               |
| Fund 204 - ROAD FUND           |                                     |                |        |             |            |                  |            |            |            |               |
| Revenues                       |                                     |                |        |             |            |                  |            |            |            |               |
| Dept 000                       |                                     |                |        |             |            |                  |            |            |            |               |
| 204-000-400.000                | FROM PREV YEAR END                  | 113,000.00     |        | 0.00        |            | 0.00             |            | 113,000.00 |            | 0.00          |
| 204-000-402.000                | CURRENT REAL PR                     | 150,000.00     |        | 0.00        |            | 0.00             |            | 150,000.00 |            | 0.00          |
| 204-000-405.000                | TAX AD FEE                          | 0.00           |        | 0.00        |            | 0.00             |            | 0.00       |            | 0.00          |
| 204-000-411.000                | DEL. REAL P TAX                     | 0.00           |        | 6,174.63    |            | 0.00             |            | (6,174.63) |            | 100.00        |
| 204-000-573.000                | LOCAL COMMUNITY STABILIZATION SHARE | 0.00           |        | 0.00        |            | 0.00             |            | 0.00       |            | 0.00          |
| 204-000-664.000                | INTEREST INCOME                     | 7,500.00       |        | 1,349.07    |            | 0.00             |            | 6,150.93   |            | 17.99         |
| 204-000-699.000                | TRANSFER IN                         | 0.00           |        | 0.00        |            | 0.00             |            | 0.00       |            | 0.00          |
| Total Dept 000                 |                                     | 270,500.00     |        | 7,523.70    |            | 0.00             |            | 262,976.30 |            | 2.78          |
| TOTAL REVENUES                 |                                     |                |        |             |            |                  |            |            |            |               |
|                                |                                     | 270,500.00     |        | 7,523.70    |            | 0.00             |            | 262,976.30 |            | 2.78          |
| Expenditures                   |                                     |                |        |             |            |                  |            |            |            |               |
| Dept 000                       |                                     |                |        |             |            |                  |            |            |            |               |
| 204-000-702.000                | SALARIES & WAGES                    | 1,750.00       |        | 848.56      |            | 0.00             |            | 901.44     |            | 48.49         |
| 204-000-705.000                | EMPLOYER FICA CONTRIB               | 134.00         |        | 64.93       |            | 0.00             |            | 69.07      |            | 48.46         |
| 204-000-805.000                | PROF SERV-AUDIT                     | 1,000.00       |        | 0.00        |            | 0.00             |            | 1,000.00   |            | 0.00          |
| 204-000-855.000                | OTHER SER/CHGS                      | 0.00           |        | 701.48      |            | 55.48            |            | (701.48)   |            | 100.00        |
| 204-000-930.000                | REP/MAIN BRINE                      | 12,000.00      |        | 5,313.00    |            | 0.00             |            | 6,687.00   |            | 44.28         |
| 204-000-934.002                | REP/MAIN INTERI                     | 243,000.00     |        | 12,371.24   |            | 0.00             |            | 230,628.76 |            | 5.09          |
| 204-000-955.000                | MISCELLANEOUS                       | 0.00           |        | 0.00        |            | 0.00             |            | 0.00       |            | 0.00          |
| Total Dept 000                 |                                     | 257,884.00     |        | 19,299.21   |            | 55.48            |            | 238,584.79 |            | 7.48          |
| TOTAL EXPENDITURES             |                                     |                |        |             |            |                  |            |            |            |               |
|                                |                                     | 257,884.00     |        | 19,299.21   |            | 55.48            |            | 238,584.79 |            | 7.48          |
| Fund 204 - ROAD FUND:          |                                     |                |        |             |            |                  |            |            |            |               |
| TOTAL REVENUES                 |                                     | 270,500.00     |        | 7,523.70    |            | 0.00             |            | 262,976.30 |            | 2.78          |
| TOTAL EXPENDITURES             |                                     | 257,884.00     |        | 19,299.21   |            | 55.48            |            | 238,584.79 |            | 7.48          |
| NET OF REVENUES & EXPENDITURES |                                     | 12,616.00      |        | (11,775.51) |            | (55.48)          |            | 24,391.51  |            | 93.34         |

PERIOD ENDING 08/31/2025

| GL NUMBER            | DESCRIPTION                             | 2025-26<br>AMENDED BUDGET | YTD BALANCE<br>08/31/2025<br>NORMAL (ABNORMAL) | ACTIVITY FOR<br>MONTH 08/31/2025<br>INCREASE (DECREASE) | AVAILABLE<br>BALANCE<br>NORMAL (ABNORMAL) | % BDC<br>USED |
|----------------------|-----------------------------------------|---------------------------|------------------------------------------------|---------------------------------------------------------|-------------------------------------------|---------------|
| Fund 206 - FIRE FUND |                                         |                           |                                                |                                                         |                                           |               |
| Revenues             |                                         |                           |                                                |                                                         |                                           |               |
| Dept 000             |                                         |                           |                                                |                                                         |                                           |               |
| 206-000-401.000      | FROM PREV YEAR-END                      | 0.00                      | 0.00                                           | 0.00                                                    | 0.00                                      | 0.00          |
| 206-000-402.000      | CURR REAL P TAX                         | 285,419.00                | 101,809.23                                     | 0.00                                                    | 183,609.77                                | 35.67         |
| 206-000-402.100      | CURR PROP TAX - EQUIPMENT               | 139,504.00                | 49,761.50                                      | 0.00                                                    | 89,742.50                                 | 35.67         |
| 206-000-411.000      | DEL REAL P TAX                          | 0.00                      | 12,349.90                                      | 0.00                                                    | (12,349.90)                               | 100.00        |
| 206-000-411.100      | DEL REAL TX FIRE EQUIP                  | 0.00                      | 6,036.07                                       | 0.00                                                    | (6,036.07)                                | 100.00        |
| 206-000-552.001      | STATE GRANTS FIRE                       | 3,575.00                  | 0.00                                           | 0.00                                                    | 3,575.00                                  | 0.00          |
| 206-000-573.000      | LOCAL COMMUNITY STABILIZATION SHARE     | 0.00                      | 0.00                                           | 0.00                                                    | 0.00                                      | 0.00          |
| 206-000-573.100      | LOCAL COMMUNITY STABILIZATION SHARE EQU | 0.00                      | 0.00                                           | 0.00                                                    | 0.00                                      | 0.00          |
| 206-000-664.000      | INTEREST INCOME                         | 15,000.00                 | 2,569.31                                       | 0.00                                                    | 12,430.69                                 | 17.13         |
| 206-000-671.000      | MISCELLANEOUS                           | 0.00                      | 3,946.00                                       | 0.00                                                    | (3,946.00)                                | 100.00        |
| 206-000-674.000      | DONATIONS                               | 0.00                      | 0.00                                           | 0.00                                                    | 0.00                                      | 0.00          |
| 206-000-676.009      | MFR REIMBURSE                           | 30,250.00                 | 8,690.00                                       | 8,690.00                                                | 21,560.00                                 | 28.73         |
| 206-000-699.000      | TRANSFER IN                             | 0.00                      | 0.00                                           | 0.00                                                    | 0.00                                      | 0.00          |
| Total Dept 000       |                                         | 473,748.00                | 185,162.01                                     | 8,690.00                                                | 288,585.99                                | 39.08         |
| TOTAL REVENUES       |                                         |                           |                                                |                                                         |                                           |               |
|                      |                                         | 473,748.00                | 185,162.01                                     | 8,690.00                                                | 288,585.99                                | 39.08         |
| Expenditures         |                                         |                           |                                                |                                                         |                                           |               |
| Dept 000             |                                         |                           |                                                |                                                         |                                           |               |
| 206-000-955.000      | MISCELLANEOUS                           | 0.00                      | 0.00                                           | 0.00                                                    | 0.00                                      | 0.00          |
| 206-000-995.000      | TRANSFERS OUT                           | 0.00                      | 0.00                                           | 0.00                                                    | 0.00                                      | 0.00          |
| Total Dept 000       |                                         | 0.00                      | 0.00                                           | 0.00                                                    | 0.00                                      | 0.00          |
| TOTAL EXPENDITURES   |                                         |                           |                                                |                                                         |                                           |               |
|                      |                                         | 0.00                      | 0.00                                           | 0.00                                                    | 0.00                                      | 0.00          |
| Dept 336 - FIRE      |                                         |                           |                                                |                                                         |                                           |               |
| 206-336-702.000      | SALARIES & WAGES                        | 130,000.00                | 1,375.00                                       | 0.00                                                    | 128,625.00                                | 1.06          |
| 206-336-702.002      | SALARIES & WAGES FIRE 2                 | 0.00                      | 0.00                                           | 0.00                                                    | 0.00                                      | 0.00          |
| 206-336-703.000      | PAYROLL EXPENSE                         | 0.00                      | 0.00                                           | 0.00                                                    | 0.00                                      | 0.00          |
| 206-336-705.000      | EMPLOYER FICA CONTRIB                   | 9,945.00                  | 105.19                                         | 0.00                                                    | 9,839.81                                  | 1.06          |
| 206-336-721.000      | UNIFORMS                                | 5,000.00                  | 2,064.48                                       | 0.00                                                    | 2,935.52                                  | 41.29         |
| 206-336-725.000      | MUTA EXPENSE                            | 300.00                    | 0.00                                           | 0.00                                                    | 300.00                                    | 0.00          |
| 206-336-752.000      | SUPPLIES/EQUIPMENT                      | 20,000.00                 | 11,102.22                                      | 4,680.99                                                | 8,887.78                                  | 55.51         |
| 206-336-800.000      | PROF/CONTRACT SERVICES                  | 1,000.00                  | 0.00                                           | 0.00                                                    | 1,000.00                                  | 0.00          |
| 206-336-802.000      | PROF SERVICES - SOFTWARE                | 2,600.00                  | 1,073.00                                       | 0.00                                                    | 1,527.00                                  | 41.27         |
| 206-336-805.000      | PROF SERV-AUDIT                         | 600.00                    | 0.00                                           | 0.00                                                    | 600.00                                    | 0.00          |
| 206-336-815.000      | EDUCATION/TRAINING                      | 2,500.00                  | 2,056.07                                       | 60.00                                                   | 43.93                                     | 82.24         |
| 206-336-828.000      | BANK FEES                               | 500.00                    | 194.53                                         | 88.99                                                   | 305.47                                    | 38.91         |
| 206-336-851.000      | POSTAGE                                 | 200.00                    | 130.00                                         | 0.00                                                    | 70.00                                     | 65.00         |
| 206-336-855.000      | OTHER SER/CHGS                          | 0.00                      | 0.00                                           | 0.00                                                    | 0.00                                      | 0.00          |
| 206-336-860.000      | TRAVEL EXPENSES                         | 1,000.00                  | 219.98                                         | 219.98                                                  | 780.02                                    | 22.00         |
| 206-336-880.000      | COMM PROMOTION                          | 2,000.00                  | 667.80                                         | 667.80                                                  | 1,332.20                                  | 33.39         |
| 206-336-900.000      | PRINT/PUBLISH                           | 2,000.00                  | 0.00                                           | 0.00                                                    | 2,000.00                                  | 0.00          |
| 206-336-915.000      | MEMBER/DUES                             | 100.00                    | 0.00                                           | 0.00                                                    | 100.00                                    | 0.00          |
| 206-336-920.000      | UTILITIES                               | 14,000.00                 | 6,107.58                                       | 1,631.35                                                | 7,892.42                                  | 43.63         |
| 206-336-931.000      | REP/MAINT                               | 60,103.00                 | 21,237.45                                      | 2,770.98                                                | 38,865.55                                 | 35.34         |
| 206-336-935.000      | INSURANCE                               | 35,000.00                 | 34,445.85                                      | 1,170.33                                                | 554.15                                    | 98.42         |
| 206-336-940.000      | RENTALS                                 | 0.00                      | 0.00                                           | 0.00                                                    | 0.00                                      | 0.00          |
| 206-336-940.001      | HYDRANT RENTALS                         | 0.00                      | 0.00                                           | 0.00                                                    | 0.00                                      | 0.00          |
| 206-336-941.000      | CONTINGENCY                             | 2,000.00                  | 0.00                                           | 0.00                                                    | 2,000.00                                  | 0.00          |
| 206-336-955.000      | MISCELLANEOUS                           | 1,500.00                  | 1,719.17                                       | 911.37                                                  | (219.17)                                  | 114.61        |
| 206-336-964.000      | REFUNDS DUE TO ASSESSOR CHANGES         | 0.00                      | 165.20                                         | 165.20                                                  | (165.20)                                  | 100.00        |
| 206-336-968.000      | DEPRECIATION AND DEPLETION              | 0.00                      | 0.00                                           | 0.00                                                    | 0.00                                      | 0.00          |

User: MO  
DB: Pentwater Twp

PERIOD ENDING 08/31/2025

| GL NUMBER                      | DESCRIPTION                    | 2025-26        |        | YTD BALANCE |            | ACTIVITY FOR     |                     | AVAILABLE    |            | % BUDGET USED |
|--------------------------------|--------------------------------|----------------|--------|-------------|------------|------------------|---------------------|--------------|------------|---------------|
|                                |                                | AMENDED BUDGET | NORMAL | 08/31/2025  | (ABNORMAL) | MONTH 08/31/2025 | INCREASE (DECREASE) | NORMAL       | (ABNORMAL) |               |
| Fund 206 - FIRE FUND           |                                |                |        |             |            |                  |                     |              |            |               |
| Expenditures                   |                                |                |        |             |            |                  |                     |              |            |               |
| 206-336-968.001                | LOSS ON DISPOSAL CAPITAL ASSET | 0.00           |        | 0.00        |            | 0.00             |                     | 0.00         |            | 0.00          |
| 206-336-970.000                | CAPITAL OUTLAY                 | 21,600.00      |        | 22,344.84   |            | 0.00             |                     | (744.84)     |            | 103.45        |
| 206-336-977.000                | FUTURE EQP/IMP                 | 40,000.00      |        | 15,000.00   |            | 0.00             |                     | 25,000.00    |            | 37.50         |
| 206-336-991.000                | DEBT SERVICE                   | 0.00           |        | 119,333.33  |            | 0.00             |                     | (119,333.33) |            | 100.00        |
| 206-336-991.100                | DEBT SERVICE - PRINCIPAL       | 120,000.00     |        | 0.00        |            | 0.00             |                     | 120,000.00   |            | 0.00          |
| 206-336-991.200                | DEBT SERVICE - INTEREST        | 1,800.00       |        | 1,133.67    |            | 0.00             |                     | 666.33       |            | 62.98         |
| Total Dept 336 - FIRE          |                                | 473,748.00     |        | 240,475.36  |            | 12,366.99        |                     | 233,272.64   |            | 50.76         |
| TOTAL EXPENDITURES             |                                | 473,748.00     |        | 240,475.36  |            | 12,366.99        |                     | 233,272.64   |            | 50.76         |
| Fund 206 - FIRE FUND:          |                                |                |        |             |            |                  |                     |              |            |               |
| TOTAL REVENUES                 |                                | 473,748.00     |        | 185,162.01  |            | 8,690.00         |                     | 288,585.99   |            | 39.08         |
| TOTAL EXPENDITURES             |                                | 473,748.00     |        | 240,475.36  |            | 12,366.99        |                     | 233,272.64   |            | 50.76         |
| NET OF REVENUES & EXPENDITURES |                                | 0.00           |        | (55,313.35) |            | (3,676.99)       |                     | 55,313.35    |            | 100.00        |

User: MO

DB: Pentwater Twp

PERIOD ENDING 08/31/2025

| GL NUMBER                | DESCRIPTION                         | 2025-26        |           | YTD BALANCE |            | ACTIVITY FOR     |            | AVAILABLE |         | % BUDGET USED |
|--------------------------|-------------------------------------|----------------|-----------|-------------|------------|------------------|------------|-----------|---------|---------------|
|                          |                                     | AMENDED BUDGET | NORMAL    | 08/31/2025  | 08/31/2025 | MONTH 08/31/2025 | 08/31/2025 | NORMAL    | BALANCE |               |
| Fund 209 - CEMETERY FUND |                                     |                |           |             |            |                  |            |           |         |               |
| Revenues                 |                                     |                |           |             |            |                  |            |           |         |               |
| Dept 000                 |                                     |                |           |             |            |                  |            |           |         |               |
| 209-000-401.000          | PAR PREV YE BAL                     | 44,611.00      | 0.00      | 0.00        | 0.00       | 44,611.00        | 0.00       |           |         |               |
| 209-000-402.000          | CURR PROP TAX                       | 104,920.00     | 0.00      | 0.00        | 0.00       | 104,920.00       | 0.00       |           |         |               |
| 209-000-411.000          | DEL REAL PP TAX                     | 0.00           | 4,143.96  | 4,143.96    | 0.00       | (4,143.96)       | 100.00     |           |         |               |
| 209-000-573.000          | LOCAL COMMUNITY STABILIZATION SHARE | 0.00           | 0.00      | 0.00        | 0.00       | 0.00             | 0.00       |           |         |               |
| 209-000-607.000          | SERV RENDERED                       | 0.00           | 0.00      | 0.00        | 0.00       | 0.00             | 0.00       |           |         |               |
| 209-000-626.000          | INTERMENT FEES                      | 2,500.00       | 2,700.00  | 2,700.00    | 650.00     | (200.00)         | 108.00     |           |         |               |
| 209-000-644.000          | CEMETERY FOUNDATION                 | 2,000.00       | 1,818.00  | 1,818.00    | 231.00     | 182.00           | 90.90      |           |         |               |
| 209-000-645.000          | LOT SALES                           | 3,000.00       | 3,700.00  | 3,700.00    | 600.00     | (700.00)         | 123.33     |           |         |               |
| 209-000-646.000          | COLUM SALES                         | 3,500.00       | 1,400.00  | 1,400.00    | 0.00       | 2,100.00         | 40.00      |           |         |               |
| 209-000-647.000          | SCAT GAR BRICK                      | 100.00         | 0.00      | 0.00        | 0.00       | 100.00           | 0.00       |           |         |               |
| 209-000-664.000          | INTEREST INCOME                     | 12,475.00      | 2,652.81  | 2,652.81    | 0.00       | 9,822.19         | 21.27      |           |         |               |
| 209-000-671.000          | OTHER INCOME                        | 2,400.00       | 13,899.00 | 13,899.00   | 3,399.00   | (11,499.00)      | 579.13     |           |         |               |
| 209-000-672.001          | VENDOR REFUNDS                      | 0.00           | 0.00      | 0.00        | 0.00       | 0.00             | 0.00       |           |         |               |
| 209-000-699.000          | TRANSFER IN                         | 0.00           | 0.00      | 0.00        | 0.00       | 0.00             | 0.00       |           |         |               |
| Total Dept 000           |                                     | 175,506.00     | 30,313.77 | 30,313.77   | 4,880.00   | 145,192.23       | 17.27      |           |         |               |
| TOTAL REVENUES           |                                     | 175,506.00     | 30,313.77 |             | 4,880.00   | 145,192.23       | 17.27      |           |         |               |
| Expenditures             |                                     |                |           |             |            |                  |            |           |         |               |
| Dept 567 - CEMETERY      |                                     |                |           |             |            |                  |            |           |         |               |
| 209-567-702.000          | SALARIES & WAGES                    | 27,140.00      | 10,736.69 | 10,736.69   | 2,087.44   | 16,403.31        | 39.56      |           |         |               |
| 209-567-704.000          | ASSIST BURIALS                      | 2,076.00       | 0.00      | 0.00        | 0.00       | 2,076.00         | 0.00       |           |         |               |
| 209-567-704.001          | CEMETERY ASSISTANT                  | 3,245.00       | 2,237.04  | 2,237.04    | 468.44     | 1,007.96         | 68.94      |           |         |               |
| 209-567-705.000          | EMPLOYER FICA CONTRIB               | 2,325.00       | 992.49    | 992.49      | 195.54     | 1,332.51         | 42.69      |           |         |               |
| 209-567-727.000          | OFFICE SUPP                         | 0.00           | 0.00      | 0.00        | 0.00       | 0.00             | 0.00       |           |         |               |
| 209-567-752.000          | SUPPLIES/EQUIPMENT                  | 5,300.00       | 1,546.07  | 1,546.07    | 152.99     | 3,753.93         | 29.17      |           |         |               |
| 209-567-801.000          | PROF SERV-ATTOR                     | 1,700.00       | 67.00     | 67.00       | 0.00       | 1,633.00         | 3.94       |           |         |               |
| 209-567-802.000          | PRO SERV SOWTWA                     | 2,100.00       | 419.00    | 419.00      | 0.00       | 1,681.00         | 19.95      |           |         |               |
| 209-567-804.000          | PROF SERV MAP                       | 250.00         | 0.00      | 0.00        | 0.00       | 250.00           | 0.00       |           |         |               |
| 209-567-805.000          | PRO SERV AUDIT                      | 500.00         | 0.00      | 0.00        | 0.00       | 500.00           | 0.00       |           |         |               |
| 209-567-806.000          | COLUM PLAQUES                       | 2,400.00       | 933.00    | 933.00      | 423.00     | 1,467.00         | 38.88      |           |         |               |
| 209-567-807.000          | BRICK ENGRAVING                     | 300.00         | 0.00      | 0.00        | 0.00       | 300.00           | 0.00       |           |         |               |
| 209-567-810.000          | FOUNDATION EXP                      | 2,000.00       | 213.11    | 213.11      | 24.27      | 1,786.89         | 10.66      |           |         |               |
| 209-567-815.000          | EDUCATION/TRAINING                  | 0.00           | 0.00      | 0.00        | 0.00       | 0.00             | 0.00       |           |         |               |
| 209-567-828.000          | BANK FEES                           | 420.00         | 35.00     | 35.00       | 0.00       | 385.00           | 8.33       |           |         |               |
| 209-567-830.008          | ADMIN EXPENSE                       | 0.00           | 0.00      | 0.00        | 0.00       | 0.00             | 0.00       |           |         |               |
| 209-567-851.000          | POSTAGE                             | 100.00         | 75.00     | 75.00       | 0.00       | 25.00            | 75.00      |           |         |               |
| 209-567-855.000          | OTHER SER/CHGS                      | 0.00           | 0.00      | 0.00        | 0.00       | 0.00             | 0.00       |           |         |               |
| 209-567-860.000          | TRAVEL EXPENSES                     | 0.00           | 0.00      | 0.00        | 0.00       | 0.00             | 0.00       |           |         |               |
| 209-567-900.000          | PRINT/PUBLISH                       | 350.00         | 0.00      | 0.00        | 0.00       | 350.00           | 0.00       |           |         |               |
| 209-567-910.000          | EDUCATION/TRAINING                  | 0.00           | 0.00      | 0.00        | 0.00       | 0.00             | 0.00       |           |         |               |
| 209-567-915.000          | MEMBER/DUES                         | 0.00           | 0.00      | 0.00        | 0.00       | 0.00             | 0.00       |           |         |               |
| 209-567-920.000          | UTILITIES                           | 4,000.00       | 2,280.07  | 2,280.07    | 183.61     | 1,719.93         | 57.00      |           |         |               |
| 209-567-928.000          | REFUNDS                             | 500.00         | 137.25    | 137.25      | 137.25     | 362.75           | 27.45      |           |         |               |
| 209-567-930.000          | REP/MAINT BUDGS                     | 500.00         | 0.00      | 0.00        | 0.00       | 500.00           | 0.00       |           |         |               |
| 209-567-930.001          | REP/MAINT GROUN                     | 50,000.00      | 31,505.00 | 31,505.00   | 705.00     | 18,495.00        | 63.01      |           |         |               |
| 209-567-931.000          | REP/MAINT EQUIP                     | 2,000.00       | 344.29    | 344.29      | 0.00       | 1,655.71         | 17.21      |           |         |               |
| 209-567-931.001          | REP/MAINT IRRIG                     | 14,000.00      | 123.10    | 123.10      | 123.10     | 13,876.90        | 0.88       |           |         |               |
| 209-567-935.000          | INSURANCE                           | 3,000.00       | 334.00    | 334.00      | 0.00       | 2,666.00         | 11.13      |           |         |               |
| 209-567-941.000          | CONTINGENCY                         | 0.00           | 0.00      | 0.00        | 0.00       | 0.00             | 0.00       |           |         |               |
| 209-567-955.000          | MISCELLANEOUS                       | 1,300.00       | 0.00      | 0.00        | 0.00       | 1,300.00         | 0.00       |           |         |               |
| 209-567-970.000          | CAPITAL OUTLAY                      | 50,000.00      | 31,272.00 | 31,272.00   | 31,272.00  | 18,728.00        | 62.54      |           |         |               |

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User: MO

DB: Pentwater Twp

PERIOD ENDING 08/31/2025

| GL NUMBER                      | DESCRIPTION | 2025-26        |        | YTD BALANCE |            | ACTIVITY FOR     |                     | AVAILABLE  |            | % BDC USED |
|--------------------------------|-------------|----------------|--------|-------------|------------|------------------|---------------------|------------|------------|------------|
|                                |             | AMENDED BUDGET | NORMAL | 08/31/2025  | (ABNORMAL) | MONTH 08/31/2025 | INCREASE (DECREASE) | NORMAL     | (ABNORMAL) |            |
| Fund 209 - CEMETERY FUND       |             |                |        |             |            |                  |                     |            |            |            |
| Expenditures                   |             |                |        |             |            |                  |                     |            |            |            |
| <hr/>                          |             |                |        |             |            |                  |                     |            |            |            |
| Total Dept 567 - CEMETERY      |             | 175,506.00     |        | 83,250.11   |            | 35,772.64        |                     | 92,255.89  |            | 47.43      |
| <hr/>                          |             |                |        |             |            |                  |                     |            |            |            |
| TOTAL EXPENDITURES             |             | 175,506.00     |        | 83,250.11   |            | 35,772.64        |                     | 92,255.89  |            | 47.43      |
| <hr/>                          |             |                |        |             |            |                  |                     |            |            |            |
| Fund 209 - CEMETERY FUND:      |             |                |        |             |            |                  |                     |            |            |            |
| TOTAL REVENUES                 |             | 175,506.00     |        | 30,313.77   |            | 4,880.00         |                     | 145,192.23 |            | 17.27      |
| TOTAL EXPENDITURES             |             | 175,506.00     |        | 83,250.11   |            | 35,772.64        |                     | 92,255.89  |            | 47.43      |
| <hr/>                          |             |                |        |             |            |                  |                     |            |            |            |
| NET OF REVENUES & EXPENDITURES |             | 0.00           |        | (52,936.34) |            | (30,892.64)      |                     | 52,936.34  |            | 100.00     |
| <hr/>                          |             |                |        |             |            |                  |                     |            |            |            |

User: MO  
DB: Pentwater Twp

PERIOD ENDING 08/31/2025

| GL NUMBER | DESCRIPTION | 2025-26        |                   | YTD BALANCE<br>08/31/2025 | ACTIVITY FOR<br>MONTH 08/31/2025 |                   | AVAILABLE<br>BALANCE | % BDT<br>USED |
|-----------|-------------|----------------|-------------------|---------------------------|----------------------------------|-------------------|----------------------|---------------|
|           |             | AMENDED BUDGET | NORMAL (ABNORMAL) |                           | INCREASE (DECREASE)              | NORMAL (ABNORMAL) |                      |               |

## Fund 592 - SEWER FUND

## Revenues

|                 |                           |            |           |      |            |        |  |
|-----------------|---------------------------|------------|-----------|------|------------|--------|--|
| Dept 000        | DEL REAL P TAX SEWER      | 0.00       | 79.40     | 0.00 | (79.40)    | 100.00 |  |
| 592-000-411.000 | FEDERAL GRANTS - GENERAL  | 0.00       | 0.00      | 0.00 | 0.00       | 0.00   |  |
| 592-000-501.000 | STATE GRANTS - SANITATION | 0.00       | 0.00      | 0.00 | 0.00       | 0.00   |  |
| 592-000-580.000 | LOCAL UNIT GRANTS         | 0.00       | 0.00      | 0.00 | 0.00       | 0.00   |  |
| 592-000-608.000 | SEWER CONNECTION FEES     | 0.00       | 0.00      | 0.00 | 0.00       | 0.00   |  |
| 592-000-610.000 | LATE FEES                 | 0.00       | 0.00      | 0.00 | 0.00       | 0.00   |  |
| 592-000-642.000 | TWP. SEWER SALES          | 175,000.00 | 33,723.66 | 0.00 | 141,276.34 | 19.27  |  |
| 592-000-656.000 | PENALTIES                 | 300.00     | 215.61    | 0.00 | 84.39      | 71.87  |  |
| 592-000-664.000 | INTEREST INCOME           | 0.00       | 0.00      | 0.00 | 0.00       | 0.00   |  |
| 592-000-671.000 | MISCELLANEOUS             | 0.00       | 0.00      | 0.00 | 0.00       | 0.00   |  |
| 592-000-672.001 | VENDOR REFUNDS            | 0.00       | 0.00      | 0.00 | 0.00       | 0.00   |  |
| 592-000-699.000 | TRANSFER IN               | 0.00       | 0.00      | 0.00 | 0.00       | 0.00   |  |
| Total Dept 000  |                           | 175,300.00 | 34,018.67 | 0.00 | 141,281.33 | 19.41  |  |

## TOTAL REVENUES

175,300.00

34,018.67

0.00

141,281.33

19.41

## Expenditures

|                 |           |      |      |      |      |      |  |
|-----------------|-----------|------|------|------|------|------|--|
| Dept 000        | BANK FEES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |  |
| 592-000-828.000 |           |      |      |      |      |      |  |
| Total Dept 000  |           | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |  |

## TOTAL EXPENDITURES

0.00

0.00

0.00

0.00

0.00

## Dept 538 - SHARED N&amp;S SEWER EXPENDITURES

|                                                |                               |           |          |        |           |        |  |
|------------------------------------------------|-------------------------------|-----------|----------|--------|-----------|--------|--|
| 592-538-752.000                                | SUPPLIES/EQUIPMENT            | 2,000.00  | 0.00     | 0.00   | 2,000.00  | 0.00   |  |
| 592-538-804.000                                | PROF SER SOFTWARE             | 3,500.00  | 419.00   | 0.00   | 3,081.00  | 11.97  |  |
| 592-538-829.000                                | STATE PERMITS                 | 0.00      | 0.00     | 0.00   | 0.00      | 0.00   |  |
| 592-538-830.001                                | UTILITY LOCATING SERVICES     | 2,000.00  | 842.80   | 0.00   | 1,157.20  | 42.14  |  |
| 592-538-830.002                                | ENGINEERING SERVICES          | 15,000.00 | 0.00     | 0.00   | 15,000.00 | 37.37  |  |
| 592-538-830.003                                | OPERATION SERVICES            | 2,300.00  | 859.50   | 0.00   | 1,440.50  | 61.20  |  |
| 592-538-830.004                                | FINANCIAL CONSULTANT SERVICES | 1,500.00  | 918.00   | 0.00   | 582.00    | 23.45  |  |
| 592-538-830.005                                | LEGAL SERVICES                | 11,000.00 | 2,579.50 | 0.00   | 8,420.50  | 0.00   |  |
| 592-538-830.006                                | AUDITOR SERVICES              | 2,000.00  | 0.00     | 0.00   | 2,000.00  | 0.00   |  |
| 592-538-830.008                                | ADMIN EXPENSE                 | 0.00      | 0.00     | 0.00   | 0.00      | 0.00   |  |
| 592-538-851.100                                | POSTAGE - SEWER               | 300.00    | 250.00   | 0.00   | 50.00     | 83.33  |  |
| 592-538-855.000                                | OTHER SER/CHGS                | 500.00    | 0.00     | 0.00   | 500.00    | 0.00   |  |
| 592-538-937.000                                | WORK COMP                     | 0.00      | 334.00   | 0.00   | (334.00)  | 100.00 |  |
| 592-538-995.000                                | TRANSFERS OUT                 | 0.00      | 0.00     | 0.00   | 0.00      | 0.00   |  |
| Total Dept 538 - SHARED N&S SEWER EXPENDITURES |                               | 40,100.00 | 6,202.80 | 746.80 | 33,897.20 | 15.47  |  |

## Dept 539 - SHARED N&amp;S SEWER ADMINISTRATION

|                 |                             |           |          |          |            |        |  |
|-----------------|-----------------------------|-----------|----------|----------|------------|--------|--|
| 592-539-702.000 | SALARIES & WAGES            | 10,826.00 | 1,988.35 | 462.56   | 8,837.65   | 18.37  |  |
| 592-539-705.000 | EMPLOYER FICA CONTRIB       | 828.00    | 152.10   | 35.37    | 675.90     | 18.37  |  |
| 592-539-830.007 | LIABILITY INSURANCE - SEWER | 3,000.00  | 0.00     | 0.00     | 3,000.00   | 0.00   |  |
| 592-539-915.000 | MEMBER/DUES                 | 0.00      | 0.00     | 0.00     | 0.00       | 0.00   |  |
| 592-539-955.000 | MISCELLANEOUS               | 500.00    | 0.00     | 0.00     | 500.00     | 0.00   |  |
| 592-539-968.100 | EQUIPMENT DEPRECIATION      | 0.00      | 0.00     | 0.00     | 0.00       | 0.00   |  |
| 592-539-970.006 | CAPITAL OUTLAY - SEWER      | 3,000.00  | 0.00     | 0.00     | 3,000.00   | 0.00   |  |
| 592-539-991.100 | DEBT SERVICE - PRINCIPAL    | 0.00      | 0.00     | 0.00     | 0.00       | 0.00   |  |
| 592-539-991.200 | DEBT SERVICE - INTEREST     | 0.00      | 2,000.00 | 2,000.00 | (2,000.00) | 100.00 |  |

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User: MO  
DB: Pentwater Twp

PERIOD ENDING 08/31/2025

| GL NUMBER | DESCRIPTION | 2025-26        |                   | YTD BALANCE |            | ACTIVITY FOR     |                     | AVAILABLE         |         | % BUDGET USED |
|-----------|-------------|----------------|-------------------|-------------|------------|------------------|---------------------|-------------------|---------|---------------|
|           |             | AMENDED BUDGET | NORMAL (ABNORMAL) | 08/31/2025  | 08/31/2025 | MONTH 08/31/2025 | INCREASE (DECREASE) | NORMAL (ABNORMAL) | BALANCE |               |

Fund 592 - SEWER FUND  
Expenditures

Total Dept 539 - SHARED N&S SEWER ADMINISTRATION

|                                         |                          |           |          |          |          |          |      |           |       |       |
|-----------------------------------------|--------------------------|-----------|----------|----------|----------|----------|------|-----------|-------|-------|
|                                         |                          | 18,154.00 |          | 4,140.45 |          | 2,497.93 |      | 14,013.55 |       | 22.81 |
| Dept 540 - TWP NORTH SEWER EXPENDITURES |                          |           |          |          |          |          |      |           |       |       |
| 592-540-752.000                         | SUPPLIES/EQUIPMENT       | 4,000.00  | 0.00     | 0.00     | 0.00     | 0.00     | 0.00 | 4,000.00  | 0.00  | 0.00  |
| 592-540-800.000                         | PROF/CONTRACT SERVICES   | 12,000.00 | 5,397.00 | 536.46   | 1,309.00 | 0.00     | 0.00 | 6,603.00  | 44.98 | 44.98 |
| 592-540-920.000                         | UTILITIES                | 4,000.00  | 9,962.00 | 0.00     | 0.00     | 0.00     | 0.00 | 3,463.54  | 13.41 | 13.41 |
| 592-540-920.001                         | VILLAGE UTILITIES        | 40,000.00 | 0.00     | 0.00     | 0.00     | 0.00     | 0.00 | 30,038.00 | 24.91 | 24.91 |
| 592-540-931.000                         | REP/MAINT                | 2,000.00  | 0.00     | 0.00     | 0.00     | 0.00     | 0.00 | 2,000.00  | 0.00  | 0.00  |
| 592-540-942.000                         | EQUIPMENT RENTAL         | 500.00    | 0.00     | 0.00     | 0.00     | 0.00     | 0.00 | 500.00    | 0.00  | 0.00  |
| 592-540-970.006                         | CAPITAL OUTLAY - SEWER   | 10,000.00 | 0.00     | 0.00     | 0.00     | 0.00     | 0.00 | 10,000.00 | 0.00  | 0.00  |
| 592-540-991.100                         | DEBT SERVICE - PRINCIPAL | 0.00      | 0.00     | 0.00     | 0.00     | 0.00     | 0.00 | 0.00      | 0.00  | 0.00  |
| 592-540-991.200                         | DEBT SERVICE - INTEREST  | 0.00      | 0.00     | 0.00     | 0.00     | 0.00     | 0.00 | 0.00      | 0.00  | 0.00  |

Total Dept 540 - TWP NORTH SEWER EXPENDITURES

|                                         |                          |           |          |           |          |          |      |           |       |       |
|-----------------------------------------|--------------------------|-----------|----------|-----------|----------|----------|------|-----------|-------|-------|
|                                         |                          | 72,500.00 |          | 15,895.46 |          | 1,309.00 |      | 56,604.54 |       | 21.92 |
| Dept 541 - TWP SOUTH SEWER EXPENDITURES |                          |           |          |           |          |          |      |           |       |       |
| 592-541-752.000                         | SUPPLIES/EQUIPMENT       | 3,500.00  | 0.00     | 0.00      | 0.00     | 0.00     | 0.00 | 3,500.00  | 0.00  | 0.00  |
| 592-541-800.000                         | PROF/CONTRACT SERVICES   | 20,000.00 | 5,847.44 | 1,043.00  | 1,043.00 | 0.00     | 0.00 | 14,152.56 | 29.24 | 29.24 |
| 592-541-829.000                         | STATE PERMITS            | 1,800.00  | 0.00     | 0.00      | 0.00     | 0.00     | 0.00 | 1,800.00  | 0.00  | 0.00  |
| 592-541-920.000                         | UTILITIES                | 4,500.00  | 1,485.56 | 378.91    | 378.91   | 0.00     | 0.00 | 3,014.44  | 33.01 | 33.01 |
| 592-541-931.000                         | REP/MAINT                | 10,000.00 | 500.00   | 500.00    | 500.00   | 0.00     | 0.00 | 9,500.00  | 5.00  | 5.00  |
| 592-541-942.000                         | EQUIPMENT RENTAL         | 500.00    | 0.00     | 0.00      | 0.00     | 0.00     | 0.00 | 500.00    | 0.00  | 0.00  |
| 592-541-970.006                         | CAPITAL OUTLAY - SEWER   | 10,000.00 | 0.00     | 0.00      | 0.00     | 0.00     | 0.00 | 10,000.00 | 0.00  | 0.00  |
| 592-541-991.100                         | DEBT SERVICE - PRINCIPAL | 0.00      | 0.00     | 0.00      | 0.00     | 0.00     | 0.00 | 0.00      | 0.00  | 0.00  |
| 592-541-991.200                         | DEBT SERVICE - INTEREST  | 0.00      | 0.00     | 0.00      | 0.00     | 0.00     | 0.00 | 0.00      | 0.00  | 0.00  |

Total Dept 541 - TWP SOUTH SEWER EXPENDITURES

|                                |  |            |  |           |  |            |  |            |  |       |
|--------------------------------|--|------------|--|-----------|--|------------|--|------------|--|-------|
|                                |  | 50,300.00  |  | 7,833.00  |  | 1,921.91   |  | 42,467.00  |  | 15.57 |
| TOTAL EXPENDITURES             |  | 181,054.00 |  | 34,071.71 |  | 6,475.64   |  | 146,982.29 |  | 18.82 |
| Fund 592 - SEWER FUND:         |  |            |  |           |  |            |  |            |  |       |
| TOTAL REVENUES                 |  | 175,300.00 |  | 34,018.67 |  | 0.00       |  | 141,281.33 |  | 19.41 |
| TOTAL EXPENDITURES             |  | 181,054.00 |  | 34,071.71 |  | 6,475.64   |  | 146,982.29 |  | 18.82 |
| NET OF REVENUES & EXPENDITURES |  | (5,754.00) |  | (53.04)   |  | (6,475.64) |  | (5,700.96) |  | 0.92  |

EXP CHECK RUN DATES 08/01/2025 - 09/05/2025

BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID

BANK CODE: GFPO

| Inv Ref#                              | Vendor                            | Inv Date   | Due Date   | Inv Amt   | Amt Due  | Status | Unlized |
|---------------------------------------|-----------------------------------|------------|------------|-----------|----------|--------|---------|
| Pay By Check Type: EFT Transfer       |                                   |            |            |           |          |        |         |
| 3794                                  | CONSUMERS CREDIT UNION            | 08/01/2025 | 08/07/2025 | 479.84    | 0.00     | Paid   | Y       |
| Total Pay By Check Type: EFT Transfer |                                   |            |            | 479.84    | 0.00     |        |         |
| Pay By Check Type: Paper Check        |                                   |            |            |           |          |        |         |
| 3815                                  | PATRICIA MASTRACCI                | 08/20/2025 | 08/20/2025 | 100.00    | 0.00     | Paid   | Y       |
| 3795                                  | CHARTER COMMUNICATIONS            | 08/01/2025 | 08/08/2025 | 180.00    | 0.00     | Paid   | Y       |
| 3797                                  | DTE ENERGY                        | 08/06/2025 | 08/19/2025 | 57.15     | 0.00     | Paid   | Y       |
| 3798                                  | DTE ENERGY                        | 08/06/2025 | 08/19/2025 | 55.28     | 0.00     | Paid   | Y       |
| 3799                                  | FRONTIER                          | 08/10/2025 | 08/19/2025 | 183.61    | 0.00     | Paid   | Y       |
| 3800                                  | FLEIS & VANDENBRINK               | 08/18/2025 | 08/19/2025 | 60.50     | 0.00     | Paid   | Y       |
| 3801                                  | INTEGRITY BUSINESS SOLUTIONS      | 08/12/2025 | 08/19/2025 | 21.95     | 0.00     | Paid   | Y       |
| 3802                                  | GREAT LAKES ENERGY                | 07/18/2025 | 08/19/2025 | 323.63    | 0.00     | Paid   | Y       |
| 3803                                  | COLDSPRING                        | 08/07/2025 | 08/19/2025 | 141.00    | 0.00     | Paid   | Y       |
| 3804                                  | INTEGRITY BUSINESS SOLUTIONS      | 08/07/2025 | 08/19/2025 | 46.95     | 0.00     | Paid   | Y       |
| 3805                                  | INTEGRITY BUSINESS SOLUTIONS      | 08/07/2025 | 08/19/2025 | 47.49     | 0.00     | Paid   | Y       |
| 3806                                  | JONS TO GO                        | 08/12/2025 | 08/19/2025 | 105.00    | 0.00     | Paid   | Y       |
| 3807                                  | LUDINGTON DAILY NEWS, OCEANA HERA | 07/31/2025 | 08/19/2025 | 151.65    | 0.00     | Paid   | Y       |
| 3808                                  | MELISSA WILLIAMS                  | 08/06/2025 | 08/19/2025 | 1,500.00  | 0.00     | Paid   | Y       |
| 3809                                  | OCEANA COUNTY TREASURER           | 08/15/2025 | 08/19/2025 | 55.48     | 0.00     | Paid   | Y       |
| 3810                                  | OCEANA COUNTY TREASURER           | 08/15/2025 | 08/19/2025 | 37.25     | 0.00     | Paid   | Y       |
| 3811                                  | OCEANA COUNTY TREASURER           | 08/15/2025 | 08/19/2025 | 179.84    | 0.00     | Paid   | Y       |
| 3812                                  | QUADIENT FINANCE USA INC          | 07/31/2025 | 08/19/2025 | 500.00    | 0.00     | Paid   | Y       |
| 3813                                  | RIETH-RILEY CONSTRUCTION CO, INC  | 07/26/2025 | 08/19/2025 | 31,272.00 | 0.00     | Paid   | Y       |
| 3814                                  | RYANS LAWN CARE                   | 08/09/2025 | 08/19/2025 | 220.00    | 0.00     | Paid   | Y       |
| 3816                                  | RYANS LAWN CARE                   | 08/09/2025 | 08/20/2025 | 500.00    | 0.00     | Paid   | Y       |
| 3817                                  | SRM CONCRETE                      | 08/11/2025 | 08/20/2025 | 24.27     | 0.00     | Paid   | Y       |
| 3818                                  | VILLAGE OF PENTWATER              | 08/20/2025 | 08/20/2025 | 40.00     | 0.00     | Paid   | Y       |
| 3821                                  | COLDSPRING                        | 08/21/2025 | 08/22/2025 | 141.00    | 0.00     | Paid   | Y       |
| 3822                                  | EVERET K. HORTON                  | 08/18/2025 | 08/22/2025 | 705.00    | 0.00     | Paid   | Y       |
| 3835                                  | CINTAS                            | 08/14/2025 | 08/22/2025 | 91.93     | 0.00     | Paid   | Y       |
| 3836                                  | CONSUMERS ENERGY                  | 08/21/2025 | 08/26/2025 | 55.86     | 55.86    | Open   | N       |
| 3837                                  | CONSUMERS ENERGY                  | 08/21/2025 | 08/26/2025 | 73.58     | 73.58    | Open   | N       |
| 3838                                  | GREAT LAKES ENERGY                | 08/16/2025 | 08/26/2025 | 301.59    | 301.59   | Open   | N       |
| 3839                                  | KLOTZ AUTO PARTS                  | 08/15/2025 | 08/26/2025 | 227.00    | 227.00   | Open   | N       |
| 3840                                  | OCEANA COUNTY TREASURER           | 08/22/2025 | 08/26/2025 | 142.37    | 142.37   | Open   | N       |
| 3841                                  | OCEANA COUNTY TREASURER           | 08/22/2025 | 08/26/2025 | 43.80     | 43.80    | Open   | N       |
| 3842                                  | OCEANA COUNTY TREASURER           | 08/22/2025 | 08/26/2025 | 29.39     | 29.39    | Open   | N       |
| 3844                                  | CONSUMERS ENERGY                  | 08/22/2025 | 08/27/2025 | 97.73     | 97.73    | Open   | N       |
| 3845                                  | CONSUMERS ENERGY                  | 08/22/2025 | 08/27/2025 | 41.53     | 41.53    | Open   | N       |
| 3846                                  | CONSUMERS ENERGY                  | 08/22/2025 | 08/27/2025 | 170.55    | 170.55   | Open   | N       |
| 3847                                  | CONSUMERS ENERGY                  | 08/22/2025 | 08/27/2025 | 44.53     | 44.53    | Open   | N       |
| Total Pay By Check Type: Paper Check  |                                   |            |            | 37,968.91 | 1,227.93 |        |         |

| Inv Ref#                          | Vendor | Inv Date | Due Date | Inv Amt   | Amt Due  | Status    | Jrnalized |
|-----------------------------------|--------|----------|----------|-----------|----------|-----------|-----------|
| # of Invoices:                    |        | 38       | # Due:   | 11        | Totals:  | 38,448.75 | 1,227.93  |
| # of Credit Memos:                |        | 0        | # Due:   | 0         | Totals:  | 0.00      | 0.00      |
| Net of Invoices and Credit Memos: |        |          |          | 38,448.75 | 1,227.93 |           |           |

--- TOTALS BY BANK ---  
 GEPOL POOLED GF CHECKING 38,448.75

| --- TOTALS BY GL DISTRIBUTION --- |                          |           |  |
|-----------------------------------|--------------------------|-----------|--|
| 101-253-815.000                   | EDUCATION/TRAINING       | 38.00     |  |
| 101-265-752.000                   | SUPPLIES/EQUIPMENT       | 173.63    |  |
| 101-265-802.000                   | PROF SERV SOFTWARE       | 41.19     |  |
| 101-265-825.000                   | SUBSCRIPTIONS            | 120.00    |  |
| 101-265-829.000                   | PERMITS                  | 40.00     |  |
| 101-265-850.000                   | UTIL PH/INTERNE          | 180.00    |  |
| 101-265-851.000                   | POSTAGE                  | 505.75    |  |
| 101-265-855.000                   | OTHER SER/CHGS           | 111.39    |  |
| 101-265-900.000                   | PRINT/PUBLISH            | 151.65    |  |
| 101-265-920.000                   | UTILITIES                | 57.15     |  |
| 101-265-931.000                   | REP/MAINT BUILDING       | 64.67     |  |
| 101-265-932.000                   | REP/MAIN MOW/SN          | 220.00    |  |
| 101-265-964.000                   | REFUNDS ASSESSOR CHANGES | 302.75    |  |
| 101-526-940.001                   | EQUIP RENT/JOBS          | 105.00    |  |
| 101-702-802.000                   | PROF SERVICES            | 1,560.50  |  |
| 204-000-855.000                   | OTHER SER/CHGS           | 99.28     |  |
| 209-567-752.000                   | SUPPLIES/EQUIPMENT       | 152.99    |  |
| 209-567-806.000                   | COLUM PLAQUES            | 282.00    |  |
| 209-567-810.000                   | FOUNDATION EXP           | 24.27     |  |
| 209-567-855.000                   | OTHER SER/CHGS           | 29.39     |  |
| 209-567-920.000                   | UTILITIES                | 537.95    |  |
| 209-567-928.000                   | REFUNDS                  | 137.25    |  |
| 209-567-930.001                   | REP/MAINT GROUN          | 705.00    |  |
| 209-567-931.000                   | REP/MAINT EQUIP          | 227.00    |  |
| 209-567-970.000                   | CAPITAL OUTLAY           | 31,272.00 |  |
| 592-540-920.000                   | UTILITIES                | 129.44    |  |
| 592-541-920.000                   | UTILITIES                | 680.50    |  |
| 592-541-931.000                   | REP/MAINT                | 500.00    |  |

| Inv Ref# | Vendor | Inv Date | Due Date | Inv Amt | Amt Due | Status | Jrnlized |
|----------|--------|----------|----------|---------|---------|--------|----------|
|----------|--------|----------|----------|---------|---------|--------|----------|

--- TOTALS BY FUND ---

|                     |  |  |  |           |        |  |  |
|---------------------|--|--|--|-----------|--------|--|--|
| 101 - GENERAL FUND  |  |  |  | 3,671.68  | 142.37 |  |  |
| 204 - ROAD FUND     |  |  |  | 99.28     | 43.80  |  |  |
| 209 - CEMETERY FUND |  |  |  | 33,367.85 | 610.73 |  |  |
| 592 - SEWER FUND    |  |  |  | 1,309.94  | 431.03 |  |  |

--- TOTALS BY DEPT/ACTIVITY ---

|                                   |  |  |  |           |        |  |  |
|-----------------------------------|--|--|--|-----------|--------|--|--|
| 000 -                             |  |  |  | 99.28     | 43.80  |  |  |
| 253 - TREASURER                   |  |  |  | 38.00     | 0.00   |  |  |
| 265 - TOWNSHIP                    |  |  |  | 1,968.18  | 142.37 |  |  |
| 526 - TRANSFER STATION            |  |  |  | 105.00    | 0.00   |  |  |
| 540 - TWP NORTH SEWER EXPENDITURE |  |  |  | 129.44    | 129.44 |  |  |
| 541 - TWP SOUTH SEWER EXPENDITURE |  |  |  | 1,180.50  | 301.59 |  |  |
| 567 - CEMETERY                    |  |  |  | 33,367.85 | 610.73 |  |  |
| 702 - ZONING ADMINISTRATION       |  |  |  | 1,560.50  | 0.00   |  |  |

| Inv Ref#                              | Vendor                            | Inv Date   | Due Date   | Inv Amt  | Amt Due | Status | Unlized |
|---------------------------------------|-----------------------------------|------------|------------|----------|---------|--------|---------|
| Pay By Check Type: EFT Transfer       |                                   |            |            |          |         |        |         |
| 3834                                  | CONSUMERS CREDIT UNION            | 08/01/2025 | 08/22/2025 | 2,066.38 | 0.00    | Paid   | Y       |
| Total Pay By Check Type: EFT Transfer |                                   |            |            | 2,066.38 | 0.00    |        |         |
| Pay By Check Type: Paper Check        |                                   |            |            |          |         |        |         |
| 3756                                  | CONSUMERS ENERGY                  | 07/24/2025 | 08/06/2025 | 335.29   | 0.00    | Paid   | Y       |
| 3757                                  | DTE ENERGY                        | 07/09/2025 | 08/06/2025 | 30.59    | 0.00    | Paid   | Y       |
| 3758                                  | GALLS, LLC                        | 07/05/2025 | 08/06/2025 | 0.00     | 0.00    | Void   | N       |
| 3759                                  | MACQUEEN EMERGENCY                | 07/25/2025 | 08/06/2025 | 373.94   | 0.00    | Paid   | Y       |
| 3760                                  | NAPA AUTO PARTS                   | 07/01/2025 | 08/06/2025 | 0.10     | 0.00    | Paid   | Y       |
| 3761                                  | NAPA AUTO PARTS                   | 06/03/2025 | 08/06/2025 | 27.38    | 0.00    | Paid   | Y       |
| 3762                                  | NAPA AUTO PARTS                   | 06/03/2025 | 08/06/2025 | 5.66     | 0.00    | Paid   | Y       |
| 3763                                  | PENTWATER CONVENIENCE CENTER      | 06/21/2025 | 08/06/2025 | 25.02    | 0.00    | Paid   | Y       |
| 3764                                  | PENTWATER CONVENIENCE CENTER      | 06/21/2025 | 08/06/2025 | 15.01    | 0.00    | Paid   | Y       |
| 3765                                  | PENTWATER CONVENIENCE CENTER      | 06/27/2025 | 08/06/2025 | 41.91    | 0.00    | Paid   | Y       |
| 3766                                  | PENTWATER CONVENIENCE CENTER      | 06/27/2025 | 08/06/2025 | 65.00    | 0.00    | Paid   | Y       |
| 3767                                  | PENTWATER CONVENIENCE CENTER      | 06/02/2025 | 08/06/2025 | 48.37    | 0.00    | Paid   | Y       |
| 3768                                  | PENTWATER CONVENIENCE CENTER      | 06/07/2025 | 08/06/2025 | 35.01    | 0.00    | Paid   | Y       |
| 3769                                  | PENTWATER CONVENIENCE CENTER      | 06/07/2025 | 08/06/2025 | 144.21   | 0.00    | Paid   | Y       |
| 3770                                  | PENTWATER CONVENIENCE CENTER      | 06/09/2025 | 08/06/2025 | 102.00   | 0.00    | Paid   | Y       |
| 3771                                  | PENTWATER CONVENIENCE CENTER      | 05/02/2025 | 08/06/2025 | 30.00    | 0.00    | Paid   | Y       |
| 3772                                  | PENTWATER CONVENIENCE CENTER      | 05/31/2025 | 08/06/2025 | 63.77    | 0.00    | Paid   | Y       |
| 3773                                  | PENTWATER CONVENIENCE CENTER      | 06/18/2025 | 08/06/2025 | 63.01    | 0.00    | Paid   | Y       |
| 3774                                  | REPUBLIC SERVICES #240            | 07/25/2025 | 08/06/2025 | 213.23   | 0.00    | Paid   | Y       |
| 3779                                  | PAT DANCZ                         | 05/16/2025 | 08/07/2025 | 125.00   | 0.00    | Paid   | Y       |
| 3819                                  | CHARTER COMMUNICATIONS            | 08/01/2025 | 08/20/2025 | 287.54   | 0.00    | Paid   | Y       |
| 3820                                  | OCEANA COUNTY TREASURER           | 08/15/2025 | 08/20/2025 | 165.20   | 0.00    | Paid   | Y       |
| 3823                                  | BABBITT'S SPORTS CENTER           | 08/01/2025 | 08/22/2025 | 489.00   | 0.00    | Paid   | Y       |
| 3824                                  | DTE ENERGY                        | 08/06/2025 | 08/22/2025 | 55.37    | 0.00    | Paid   | Y       |
| 3825                                  | FIRE FIGHTER SALES & SERVICE      | 08/01/2025 | 08/22/2025 | 1,316.75 | 0.00    | Paid   | Y       |
| 3826                                  | MACQUEEN EMERGENCY                | 08/04/2025 | 08/22/2025 | 505.37   | 0.00    | Paid   | Y       |
| 3827                                  | MASON OCEANA 911                  | 08/06/2025 | 08/22/2025 | 250.00   | 0.00    | Paid   | Y       |
| 3828                                  | MICHIGAN COUNTIES WORKERS COMP FU | 08/06/2025 | 08/22/2025 | 1,170.33 | 0.00    | Paid   | Y       |
| 3829                                  | NAPA AUTO PARTS                   | 08/01/2025 | 08/22/2025 | 0.18     | 0.00    | Paid   | Y       |
| 3830                                  | NAPA AUTO PARTS                   | 07/24/2025 | 08/22/2025 | 385.62   | 0.00    | Paid   | Y       |
| 3831                                  | OCEANA AUTO LLC                   | 07/23/2025 | 08/22/2025 | 297.00   | 0.00    | Paid   | Y       |
| 3832                                  | VERIZON                           | 07/23/2025 | 08/22/2025 | 76.02    | 0.00    | Paid   | Y       |
| 3833                                  | WATERFORD REGIONAL FIRE DEPT      | 08/05/2025 | 08/22/2025 | 60.00    | 0.00    | Paid   | Y       |
| 3843                                  | OCEANA COUNTY TREASURER           | 08/22/2025 | 08/26/2025 | 130.42   | 130.42  | Open   | N       |
| 3848                                  | CONSUMERS ENERGY                  | 08/22/2025 | 08/27/2025 | 296.54   | 296.54  | Open   | N       |
| Total Pay By Check Type: Paper Check  |                                   |            |            | 7,229.84 | 426.96  |        |         |

| Inv Ref# | Vendor | Inv Date | Due Date | Inv Amt | Amt Due | Status | Unrlized |
|----------|--------|----------|----------|---------|---------|--------|----------|
|----------|--------|----------|----------|---------|---------|--------|----------|

|                    |    |        |   |         |          |        |  |
|--------------------|----|--------|---|---------|----------|--------|--|
| # of Invoices:     | 36 | # Due: | 2 | Totals: | 9,296.22 | 426.96 |  |
| # of Credit Memos: | 0  | # Due: | 0 | Totals: | 0.00     | 0.00   |  |

|                                   |  |  |  |  |          |        |  |
|-----------------------------------|--|--|--|--|----------|--------|--|
| Net of Invoices and Credit Memos: |  |  |  |  | 9,296.22 | 426.96 |  |
|-----------------------------------|--|--|--|--|----------|--------|--|

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TOTALS BY BANK ----

FDCHK

FIRE DEPARTMENT CHECKING

9,296.22

----

TOTALS BY GL DISTRIBUTION ----

206-336-752.000

SUPPLIES/EQUIPMENT

2,509.32

206-336-815.000

EDUCATION/TRAINING

60.00

206-336-828.000

BANK FEES

88.99

206-336-860.000

TRAVEL EXPENSES

219.98

206-336-880.000

COMM PROMOTION

318.00

206-336-920.000

UTILITIES

1,927.89

206-336-931.000

REP/MAINT

2,521.69

206-336-935.000

INSURANCE

1,170.33

206-336-955.000

MISCELLANEOUS

184.40

206-336-964.000

REFUNDS DUE TO ASSESSOR CHANGES

295.62

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TOTALS BY FUND ----

206 - FIRE FUND

9,296.22

426.96

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TOTALS BY DEPT/ACTIVITY ----

336 - FIRE

9,296.22

426.96

Check Register Report For Pentwater Township  
For Check Dates 08/01/2025 to 08/31/2025

| Check Date | Bank  | Check Number | Check Name             | Check Gross | Physical Check Amount | Direct Deposit | Status |
|------------|-------|--------------|------------------------|-------------|-----------------------|----------------|--------|
| 08/21/2025 | GFPOL | DD171        | BAILEY, CHRISTOPHER R. | 744.23      | 0.00                  | 657.89         | Open   |
| 08/21/2025 | GFPOL | DD172        | BEAVIS, GLENN C        | 1,238.25    | 0.00                  | 822.42         | Open   |
| 08/21/2025 | GFPOL | DD173        | CAVAZOS, LYNNETTE M    | 1,483.08    | 0.00                  | 1,167.34       | Open   |
| 08/21/2025 | GFPOL | DD174        | CLUCHEY, TERRY L.      | 89.32       | 0.00                  | 78.69          | Open   |
| 08/21/2025 | GFPOL | DD175        | DEGREGORIO, PAULA M    | 89.32       | 0.00                  | 78.69          | Open   |
| 08/21/2025 | GFPOL | DD176        | DOUGLAS, HEATHER A     | 1,572.40    | 0.00                  | 1,351.71       | Open   |
| 08/21/2025 | GFPOL | DD177        | DOUGLAS, HEATHER A     | 166.39      | 0.00                  | 153.66         | Open   |
| 08/21/2025 | GFPOL | DD178        | EATON, BARBARA C       | 2,274.50    | 0.00                  | 1,503.21       | Open   |
| 08/21/2025 | GFPOL | DD179        | EDWARDS, KEITH J       | 1,573.09    | 0.00                  | 1,346.40       | Open   |
| 08/21/2025 | GFPOL | DD180        | FLOOD, DEBRA A         | 751.95      | 0.00                  | 627.13         | Open   |
| 08/21/2025 | GFPOL | DD181        | FLOOD, JOSEPH M        | 146.31      | 0.00                  | 128.90         | Open   |
| 08/21/2025 | GFPOL | DD182        | FLYNN, MICHAEL W       | 145.37      | 0.00                  | 118.07         | Open   |
| 08/21/2025 | GFPOL | DD183        | GRAETTINGER, JOHN S    | 89.32       | 0.00                  | 78.69          | Open   |
| 08/21/2025 | GFPOL | DD184        | HOLUB, DEAN J          | 145.37      | 0.00                  | 128.07         | Open   |
| 08/21/2025 | GFPOL | DD185        | HOVYMAN, PATRICK J     | 89.32       | 0.00                  | 78.69          | Open   |
| 08/21/2025 | GFPOL | DD186        | LYNN, ROBERT L         | 258.12      | 0.00                  | 237.66         | Open   |
| 08/21/2025 | GFPOL | DD187        | MILLER, ROBERT A       | 496.00      | 0.00                  | 445.94         | Open   |
| 08/21/2025 | GFPOL | DD188        | MONTON, ANTHONY A      | 111.66      | 0.00                  | 98.37          | Open   |
| 08/21/2025 | GFPOL | DD189        | MURPHY, MAUREEN H      | 1,483.08    | 0.00                  | 1,283.02       | Open   |
| 08/21/2025 | GFPOL | DD190        | MURPHY, MAUREEN H      | 239.49      | 0.00                  | 263.85         | Open   |
| 08/21/2025 | GFPOL | DD191        | EDWARDS, KEITH J       | 129.78      | 0.00                  | 119.86         | Open   |
| 08/21/2025 | GFPOL | EFT297       | POOLED FEDERAL TAXES   | 3,185.76    | 3,185.76              | 0.00           | Open   |
| 08/08/2025 | GFPOL | DD170        | DOUGLAS, HEATHER A     | 166.39      | 0.00                  | 153.67         | Open   |
| 08/08/2025 | GFPOL | EFT295       | POOLED FEDERAL TAXES   | 25.44       | 25.44                 | 0.00           | Open   |
| 08/07/2025 | GFPOL | DD155        | BAILEY, CHRISTOPHER R. | 744.23      | 0.00                  | 657.90         | Open   |
| 08/07/2025 | GFPOL | DD156        | BEAVIS, GLENN C        | 1,400.54    | 0.00                  | 915.10         | Open   |
| 08/07/2025 | GFPOL | DD157        | CAVAZOS, LYNNETTE M    | 1,483.08    | 0.00                  | 1,167.34       | Open   |
| 08/07/2025 | GFPOL | DD158        | CHRISTIANS, RONALD L   | 89.32       | 0.00                  | 78.68          | Open   |
| 08/07/2025 | GFPOL | DD159        | DOUGLAS, HEATHER A     | 1,483.08    | 0.00                  | 1,283.02       | Open   |
| 08/07/2025 | GFPOL | DD160        | EATON, BARBARA C       | 2,274.50    | 0.00                  | 1,503.21       | Open   |

Check Register Report For Pentwater Township  
For Check Dates 08/01/2025 to 08/31/2025

| Check Date | Bank  | Check Number | Name                 | Check Gross | Physical Check Amount | Direct Deposit | Status |
|------------|-------|--------------|----------------------|-------------|-----------------------|----------------|--------|
| 08/07/2025 | GFPOL | DD161        | EDWARDS, KEITH J     | 1,443.31    | 0.00                  | 1,245.04       | Open   |
| 08/07/2025 | GFPOL | DD162        | FLOOD, DEBRA A       | 605.64      | 0.00                  | 512.86         | Open   |
| 08/07/2025 | GFPOL | DD163        | FLOOD, JOSEPH M      | 292.62      | 0.00                  | 257.80         | Open   |
| 08/07/2025 | GFPOL | DD164        | LYNN, ROBERT L       | 210.32      | 0.00                  | 194.23         | Open   |
| 08/07/2025 | GFPOL | DD165        | MILLER, ROBERT A     | 496.00      | 0.00                  | 445.92         | Open   |
| 08/07/2025 | GFPOL | DD166        | MURPHY, MAUREEN H    | 1,483.08    | 0.00                  | 1,283.02       | Open   |
| 08/07/2025 | GFPOL | DD167        | MURPHY, MAUREEN H    | 299.49      | 0.00                  | 263.85         | Open   |
| 08/07/2025 | GFPOL | DD168        | QUINN, RICHARD L     | 111.66      | 0.00                  | 98.37          | Open   |
| 08/07/2025 | GFPOL | DD169        | SUTNER, LORI A       | 89.32       | 0.00                  | 82.48          | Open   |
| 08/07/2025 | GFPOL | EFT296       | POOLED FEDERAL TAXES | 3,055.37    | 3,055.37              | 0.00           | Open   |

Totals:

Number of Checks: 040

32,315.50

6,266.57

20,910.75

Total Physical Checks:

Total Check Stubs:

40

# Clerk's Report – September 10, 2025

## Clerk's Office



- Glenn and I attended a two-day Bureau of Elections Conference last week to discuss upcoming changes to election law, get election related security and artificial intelligence updates, network with other township election officials, and other subjects. We each attended different breakout sessions to maximize what we got out of the conference. Sessions included:
  - 2-part Election Security Workshop
  - Election Investigations (Michigan Dept of State, Office of Investigative Services)
  - Artificial Intelligence
  - Navigating Bureau of Elections "eLearning" training website
  - After the Polls Close Workshop
  - Candidate Filing Process for Election Officials
  - Surprise closing speech by Secretary of State Jocelyn Benson
- Glenn and I also have to finish our 2025 continuing Education for Election Officials by the end of year. We have already finished our first segment; we are now waiting on the Bureau of Elections to post our other training sessions online. As of yesterday, they still were not available. Hoping to get that done as soon as possible because a big take away from the Conference is that we will be having a lot training before the 2026 Election Cycle.
- **Cemetery**
  - I received a call from Ted Towl last week informing me that the trash receptacles at the cemetery were quite full. I corresponded with Chris Bailey, who was able to compact each of trash receptacles before he changes them out before the end of the season.
  - Chris also mentioned that we should order a trash receptacle for Block 20 for next season, since we are selling more lots in that area and the amount of traffic is increasing.
  - In Block 24, the hose has broken at least four times this season. Chris is not going to replace the spigot for the rest of this year. I suggested he at least put a watering can by the spigot while we figure out a solution to the hose issue.
  - The cemetery is a very busy part of the Township and the interesting issues that arise on a weekly basis definitely keep me on my toes.
- **Contracts**
  - The Township has three contracts that will be expiring in 2026. I would like to start working on them as soon as possible, so they will not be an issue during the 2026 Election Cycle.
    1. Republic Services for Transfer Station and Recycling Center and Fire Department – March 2026
    2. Ricoh Copy Machine – August 2026
    3. Cintas – November 2026

Respectfully Submitted,

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Maureen Murphy



## PENTWATER FIRE DEPARTMENT

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

Phone 231.869.5987 • Fax 231.869.8511  
www.pentwaterfiredepartment.com

### Monthly Meeting Agenda

---

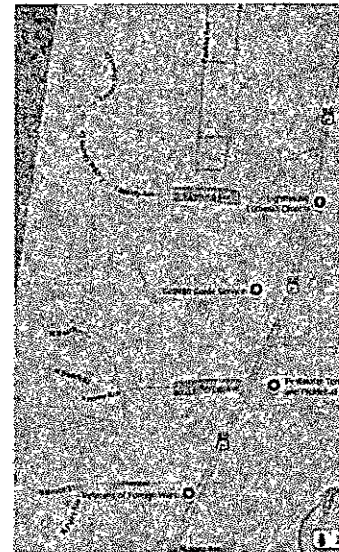
Meeting Date: Wednesday, September 3, 2025 19:00

Meeting Location: Pentwater Fire Department

Call to Order

---

- I. Monthly meeting did not take place due to North Central Beach training event. Will be rescheduled to October 1, 2025.
- II. PFD department members met up with North Central Beach Association Members at the VFW parking lot and proceeded to review the association.
  - a. Training Focused on FD response vehicle accessibility and water supply tactics that would be needed in the event of a fire emergency.
    - i. Association was accessed both by Lansing Ave and Kenny Ave.
      1. Highlight was made that mapping applications show N Perry as a connecting road to the north section of the association vs segmented.
      2. Accessibility issues that would restrict apparatus response were noted to the association members that were in attendance.
      3. Water supply and required relay discussed considering the road layout and the topography.
      4. Turnaround and parking options were present in sections of the subdivision but members noted that in the summer months those areas would be filled with the vehicles of residents and/or guests. This seasonal effect would complicate logistic plans required for an effective fire attack.





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### Monthly Meeting Minutes

---

Meeting Date: Wednesday, August 6, 2025 19:00  
Meeting Location: Pentwater Fire Department  
Call to Order

---

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
  - b. Minutes from 7/2/25
  - c. A motion to approve the minutes was made by Mike Barefoot and seconded by Troy Maloney. The motion was unanimously passed by all members present.
- III. Reports of Officers
  - a. Treasurer Terry Cluchey
    - i. Ending Payroll - \$49,660.00
    - ii. Checking - \$58,159.63
    - iii. CLASS - \$32,967.60
    - iv. EDGE - \$260,133.49
    - v. Total Funds - \$351,260.72
- IV. Old Business
  - a. By-Laws
  - b. Millage Renewal Planning for November 2026 Election
  - c. Truck Purchase
    - i. Waiting on final quotes to convert to the new 351.
  - d. Vehicle Maintenance
    - i. Ranger is back.
    - ii. Suspension work still needed.
  - e. ID Badges
  - f. Oceana County Fair personnel support, Aug 17-23, 2025
    - i. Medical coverage needed Sunday, Monday, Wednesday, Friday and Saturday
  - g. National Night Out, August 5, 2025 @ Shelby Township Park
  - h. Direct Deposit Forms
  - i. Radios
  - j. Truck Checks
    - i. August Schedule
      1. Mike Barefoot => 351
      2. Kyle Dillingham => 342
      3. Mark Haynor => Trailer/RGR



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4. Katie Kokx => 371
5. Zack Thocher => 391
6. Ethan Wood => 361
- k. Active911 member response status visibility improvement in PFD Station Bays
  - i. Plan is to mount TV after tonight's meeting.
  - ii. Tablet being setup for Active 911
- V. New Business
  - a. Homecoming 8/16/2025
    - i. On 8/15/2025, meet at PFD @ 1930 to wash trucks
    - ii. Parade @ 1600
    - iii. Fireworks
    - iv. Similar to July 4<sup>th</sup>, Medical patients will be transported to the PD for EMS support.
  - b. Department Contact Sheet to be updated. Brad Van Duinen to verify with department members and distribute.
- VI. Training
  - a. North Central Beach to assess truck access (derived from Limited Dune Access Meeting). Meet at PFD at 1900 and as a Department leave to meet up with the Association Contact at the VFW parking lot.
- VII. Discussion on Last Month's Calls-
  - a. 50 medical, 9 fire and 4 UAV call for service in July
  - b. Discussion on best practices for prior month's calls
- VIII. Adjourn
  - a. Meeting adjourned by Jonathan Hughart



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### Officer Meeting Minutes

---

Meeting Date: Wednesday, August 6, 2025 19:00  
Meeting Location: Pentwater Fire Department  
Call to Order

---

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

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
  - a. Minutes from 7/2/25
- III. Reports of Officers
  - a. Treasurer Terry Cluchey
    - i. Ending Payroll - \$49,660.00
    - ii. Checking - \$58,159.63
    - iii. CLASS - \$32,967.60
    - iv. EDGE - \$260,133.49
    - v. Total Funds - \$351,260.72
- IV. Old Business
  - a. By-Laws
  - b. Millage Renewal Planning for November 2026 Election
  - c. Truck Purchase
    - i. Quoting right now to determine costs needed to get it converted to 351. Future Equipment fund to be used.
  - d. Vehicle Maintenance
    - i. Ranger is back, shocks not done due to cost.
    - ii. Discussion regarding options to purchase new Ranger due to the repair costs becoming too significant.
  - e. ID Badges
  - f. Oceana County Fair personnel support, Aug 17-23, 2025
    - i. Sunday, Monday, Wednesday, Friday and Saturday need coverage
  - g. National Night Out, August 5, 2025 @ Shelby Township Park
  - h. Direct Deposit Forms
  - i. Radios
  - j. Truck Checks
    - i. August Schedule
      1. Mike Barefoot => 351



## PENTWATER FIRE DEPARTMENT

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

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

2. Kyle Dillingham => 342
  3. Mark Haynor => Trailer/RGR
  4. Katie Kokx => 371
  5. Zack Thocher => 391
  6. Ethan Wood => 361
- k. Active911 member response status visibility improvement in PFD Station Bays
- i. Getting tablet setup with Active 911 to sync up with monitory that will be posted in the Bay. Target is tonight for mounting the TV.
- V. New Business
- a. Payroll to be turned in by Sept 12. Terry to confirm with Glen on timing.
  - b. Homecoming on 8/15/25, parade starts at 1600.
    - i. Wash trucks on 8/14/25 at 1930.
- VI. Training
- a. Go to North Central Beach to assess truck access (derived from Limited Dune Access Meeting). Will meet up at the VFW and then to the Association.
- VII. Discussion on Last Month's Calls-
- a. 50 medical, 9 fire and 4 UAV call for service in July
  - b. Discussion on best practices for prior month's calls
- VIII. Adjourn
- a. Meeting adjourned by Jonathan Hughart



## **Rec Report – September 2025**

### **Rec Program**

The Summer Rec season has come to a close with the extended workouts ending August 20<sup>th</sup>. I want to thank everyone who made it out to play, it was a great summer and I loved working with all of you.

The next sport on the agenda is Girls Basketball, signups will go out next week. The season will be open for 3<sup>rd</sup> through 6<sup>th</sup> grade, with games starting at the end of October/beginning of November,

If the season allows it, we will also be trying to work out a basketball camp for all age groups.

### **Donations**

2025-2026 Rec Donations: \$2,675.00

2024-2025 Can Drive Donations: \$237.90

Can Drive Totals Since 2020: \$5,686.10

Thank you,

***Katie Anderson***

Katie Anderson

Rec Director

Parks and Rec Board Chair

**Pentwater Township**  
**Deputy Supervisor, Zoning Administrator and Ordinance Enforcement Officer**  
**Monthly Report – September 4, 2025**

Board Members, the following is a summary of the activities that were conducted by the Deputy Supervisor, Zoning Administrator and Ordinance Enforcement Officer for the month of August, 2025.

**Deputy Supervisor** - I worked with the Township Supervisor, Lynne Cavazos, F&V, and/or the Township Attorney regarding:

- Met with the Red Barn Committee to discuss the Outdoor Recreation Programming Concept and the Articles of Incorporation for a possible Recreation Authority called the North Oceana Recreation Authority (NORA), a possible joint venture with Weare Township.
- Presented Red Barn Concept to County Commissioners on August 14.
- Attended Sanitary Sewer Mediation Preparation meeting with Township Attorneys
- Reviewed and submitted Sanitary Sewer System invoices.
- Prepared information for our Attorneys for the sanitary sewer mediation in September.
- Attended the Township Board meeting of August 13.
- Attended the Marshville Dam opening ceremony

**Code Enforcement** – Nothing notable at this time.

**Planning Commission** - The Planning Commission met on August 12, 2025, to review the following items:

- Proposed Zoning Ordinance Amendment – Section 3.29 – Keeping of Animals – Discussion.
- Discussion – Housing – Planning Commissioner Buz Graettinger.
- Request for Nonconforming Accessory Building Improvement – 5540 W. Ottawattamie Dr. – Property owned by the Charlotte Lindstrom Trust.
- Discussion - Request for a Zoning Ordinance Amendment – Section 3.36 – Camping.
- Discussion – Request for Rezoning Parcel Nos. 64-001-013-300-01 & 64-001-013-300-02 – Former DPW Spray Field on Hammett Road.
- Preapplication Discussion – Former Boat House Restaurant – 5164 W. Monroe Road at Treasure Island Dr. and Monroe Road.

**Zoning Board of Appeals** - The Zoning Board of Appeals did not meet in August.

**Zoning Permits** – The following Zoning Permits were issued in August, 2025:

1. ZP 3536 was issued to Blackmer Construction for the construction of a 36' x 40' accessory building at 6224 48<sup>th</sup> Ave.
2. ZP 3537 was issued to Foundation Systems of Michigan to repair the foundation of an accessory building at 5540 Ottawattamie Dr.
3. ZP 3538 was issued to Craig Munger for use of his RV during home construction at 5414 Watson Ave.

**Other Comments** – None.

Sincerely,

*Keith J. Edwards*

Pentwater Township

Deputy Supervisor, Zoning Administrator & Ordinance Enforcement Officer

## Township of Pentwater Assessor

500 N Hancock St.  
PO Box 512  
Pentwater MI 49449  
Phone: (231) 869-6231 Ext 4

### Monthly Township Report September 2025

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

- The December Board of Review meeting will be held on Tuesday, December 9, 2025, at 1 pm if there is business for the Board.

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

- We have no pending MTT cases currently.
- The deadline for filing a **Commercial/Industrial** petition was June 2, 2025 (The May 31<sup>st</sup> deadline fell on a Saturday, so petitions were considered timely filed if postmarked by June 2<sup>nd</sup>.)
- The deadline for filing a **Residential** petition was July 31, 2025.

#### **Miscellaneous:**

- I will be out of the office on Tuesday, September 16<sup>th</sup> so I can take my mother to surgery. If everything goes well, I should be back at the office on Thursday, September 18<sup>th</sup>.
- I am working on the 2026 Assessment Roll. I am entering deeds, PTAs, and PREs as they come in.
- The State Tax Commission has updated the State Assessor's manual to utilize the 2025 Cost manual. I have followed the necessary steps to update our Assessing module in BS&A.
- I am currently working on scanning older documents into our Assessing program so we can recycle some of the paper I have stored in my office.
- I do have staff verifying measurements and taking new exterior pictures of buildings.

If you have any questions, please let me know!

Sincerely,  
Barbie Eaton, MAAO  
Pentwater Township Assessor



## PENTWATER TOWNSHIP CEMETERY MONTHLY REPORT

MONTH OF: AUGUST 2025

### NUMBER OF BURIALS

Traditional: \_\_\_\_\_

Cremains: 6

Columbarium: 1

FOUNDATIONS SET: 2

GRAVESITES SOLD: 2

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

SCATTER BRICKS SOLD: \_\_\_\_\_

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

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

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

Administration: 65 (Approximate # of hours)

(i.e. Record maintenance, phone calls, emails,  
Meetings with families, grave location, etc.)

Respectfully Submitted

MAUREEN MURPHY, CLERK

Date: 9/01/2025

# PENTWATER TOWNSHIP

## TRANSFER SITE MONTHLY REPORT

Month/Year: 8/25

Total Number of Visitors: 235 + FREE DAY 108 = 343

Total Fees Rec'd: 1622<sup>00</sup>

| Site Usage | Village   | Township               | Weare     |
|------------|-----------|------------------------|-----------|
| Trash:     | <u>29</u> | <u><del>80</del>80</u> | <u>15</u> |
| Recycling: | <u>32</u> | <u>62</u>              | <u>6</u>  |
| Both:      | <u>0</u>  | <u>8</u>               | <u>2</u>  |

Yard Waste Visitors – Village: 162

Yard Waste Visitors – Township: 64

Yard Waste Visitors – Weare: 4

Submitted By: Bah

Date: 9/2/25

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

At a regular meeting of the Township Board of the Township of Pentwater, held at the Township Hall, 500 N. Hancock Street, Pentwater, Michigan 49449, on the \_\_\_\_ day of \_\_\_\_\_, 2025, at 7:30 p.m.

PRESENT: Members: \_\_\_\_\_

ABSENT: Members: \_\_\_\_\_

The following preamble and resolution were offered by Member \_\_\_\_\_ and seconded by Member \_\_\_\_\_:

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION TO ADOPT TOWNSHIP PAID SICK LEAVE POLICY**

WHEREAS, the Michigan Earned Sick Time Act ("ESTA"), as amended, became effective on February 21, 2025, and as a "small business" for the purposes of ESTA, the Township will be required to provide paid sick leave under ESTA beginning on October 1, 2025; and

WHEREAS, the Township Board determines it is necessary and in the best interest of the Township to adopt a Paid Sick Leave Policy which conforms with the requirements of ESTA.

NOW, THEREFORE, BE IT RESOLVED, AS FOLLOWS:

1. The Township hereby adopts the Paid Sick Leave Policy, attached hereto as Exhibit A, which shall be applicable for Township employees.
2. The Paid Sick Leave Policy shall become effective on October 1, 2025.
3. All resolutions or parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

---

Maureen Murphy, Township Clerk

STATE OF MICHIGAN     )  
                                  ) ss.  
COUNTY OF OCEANA     )

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

---

Maureen Murphy, Township Clerk

## TOWNSHIP OF PENTWATER

### PAID SICK LEAVE POLICY

The Township of Pentwater (the "Township") fully complies with applicable law, including Michigan's Earned Sick Time Act ("ESTA"), related to leave requirements. Accordingly, all Township employees are entitled to paid sick leave under this policy.

A. For the purposes of the Township's Paid Sick Leave Policy (the "Policy"), the following definitions apply:

1. "Employee" means an individual engaged in service to the Township in the business of the Township. This includes all full-time, part-time, temporary and seasonal Township employees, but does not include:

- (a) Individuals who work in accordance with a policy of the Township, if both of the following conditions are met: 1) The policy allows the individual to schedule the individual's own working hours; and 2) the policy prohibits the Township from taking adverse personnel action against the individual if the individual does not schedule a minimum number of working hours.
- (b) Individuals employed in accordance with the Youth Employment Standards Act, 1978 PA 90, MCL 409.101 *et seq.*;
- (c) Elected and appointed officials to the extent that they are not otherwise treated as employees; and
- (d) Unpaid trainees or interns.

2. "Family member" includes all of the following:

- (a) A biological, adopted or foster child, stepchild or legal ward, a child of a domestic partner, or a child to whom the employee stands in loco parentis.
- (b) A biological parent, foster parent, stepparent, or adoptive parent or a legal guardian of an employee or an employee's spouse or domestic partner or an individual who stood in loco parentis when the employee was a minor child.
- (c) An individual to whom the employee is legally married under the laws of any state or a domestic partner.
- (d) A grandparent.

- (e) A grandchild.
- (f) A biological, foster, or adopted sibling.
- (g) An individual related by blood to the employee.
- (h) An individual whose close association with the employee is the equivalent of a family relationship.

B. Employees may use paid sick leave for any of the following reasons:

- The employee's mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the employee's mental or physical illness, injury, or health condition; or preventative medical care for the employee;
- For the employee's family member's mental or physical illness, injury, or health condition, medical diagnosis, care, or treatment of the employee's family member's mental or physical illness, injury, or health condition or preventative medical care for a family member of the employee;
- If the employee or the employee's family member is a victim of domestic violence or sexual assault, for medical care or psychological or other counseling for physical or psychological injury or disability, to obtain services from a victim services organization, to relocate due to domestic violence or sexual assault, to obtain legal services, or to participate in any civil or criminal proceedings related to or resulting from the domestic violence or sexual assault;
- For meetings at a child's school or place of care related to the child's health or disability, or the effects of domestic violence or sexual assault on the child; or
- For closure of the employee's place of business by order of a public official due to a public health emergency, for an employee's need to care for a child whose school or place of care has been closed by order of a public official due to a public health emergency, or when it has been determined by the health authorities having jurisdiction or by a health care provider that the employee's or employee's family member's presence in the community would jeopardize the health of others because of the employee's or family member's exposure to a communicable disease, whether or not the employee or family member has actually contracted the communicable disease.

- C. Regular full-time and regular part-time employees are, starting on January 1, 2026, granted 40 hours of paid sick leave each calendar year, for immediate use. Eligible employees are granted the paid sick leave on January 1 of each year, or upon the employee's date of hire, if the employee is hired after January 1 of that year.
  - 1. For the 2025 year only, regular full-time and regular part-time employees will be granted a prorated 10 hours of paid sick leave on October 1, 2025.
- D. Eligible temporary and seasonal employees will earn 1 hour of paid sick leave for every 30 hours worked, with such accrual starting on October 1, 2025, or upon the employee's date of hire, if the employee is hired after October 1, 2025.
  - 1. Eligible temporary or seasonal Township employees that are exempt from overtime requirements are assumed to work 40 hours in each workweek unless the employee's normal workweek is less than 40 hours, in which case earned sick time will accrue based upon hours worked by that employee in a normal workweek.
- E. Eligible temporary or seasonal Township employees who are hired after October 1, 2025 may not use accrued paid sick leave until one-hundred and twenty (120) days after their date of hire. There is no waiting period for Township employees who receive a lump sum of paid sick leave upon hire.
- F. For purposes of granting, accruing and using paid sick leave, the Township uses the twelve-month period commencing on the first day of the calendar year.
- G. Paid sick leave is paid on the basis of the employee's rate of pay at the time paid sick leave is used. Holiday pay, overtime pay, bonuses and any other paid benefits are not considered when calculating an employee's rate of pay for paid sick leave purposes.
- H. Eligible employees may use paid sick leave if they notify their supervisor, or their supervisor's designee(s), of their intention to use earned paid sick leave at least seven (7) days before the need to use sick leave arises, to the extent such notice is foreseeable. If the eligible employee's need to use sick leave is not foreseeable, the employee shall give notice as soon as practicable. Employees who take or plan to take 3 or more consecutive days of paid sick leave may be required to provide limited documentation signed by a health care professional or other appropriate individual confirming the employee's need to use the leave. The Township will pay all out-of-pocket costs incurred by an employee in providing such documentation, if it is requested by the Township. Employees are required to use applicable call-in and notification procedures when notifying the Township of the need to use paid sick leave.

- I. Employees may use paid sick leave in one-quarter (1/4) hour increments.
- J. Unused paid sick leave may not be converted to money, meaning employees will not be paid for unused paid sick leave that cannot be rolled over at the end of the calendar year. All employees who receive a lump sum of paid sick leave at the beginning of the calendar year are not permitted to roll over any unused paid sick leave remaining at the end of the calendar year. Eligible employees who accrue paid sick leave (e.g. seasonal/temporary employees) are limited to rolling over a maximum of forty (40) hours of accrued but unused paid sick leave at the end of a calendar year to the next calendar year. Except as otherwise approved by the Township Board, the Township will not pay employees for accrued, unused paid sick leave upon termination of employment for any reason. If an employee is rehired within two (2) months of separation from employment from the Township, however, all accrued, unused paid sick leave will be recredited to the employee. All employees who are separated from employment for more than two (2) months of separation will lose all accrued, unused paid sick leave without compensation.
- K. All Township employees are limited to using a maximum of 40 hours of paid sick leave each calendar year.
- L. This Paid Sick Leave Policy will become effective on October 1, 2025.

(nb)b

PENTWATER TOWNSHIP

RESOLUTION APPROVING DISTRICT LIBRARY AGREEMENT

At a meeting of the Township Board of Pentwater Township ("Township"), Oceana County, Michigan, held at the Township Hall on \_\_\_\_\_ day of \_\_\_\_\_, 2025.

PRESENT: \_\_\_\_\_

\_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_

The following Resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

WHEREAS, pursuant to the District Library Establishment Act, 1989 PA 24, ("DLEA"), a District Library Agreement has been presented to the Township Board substantially in the form on file with the Township Clerk (the "Agreement") for the purpose of establishing a district library to be known as the Pentwater District Library (the "District Library") with Pentwater Township ("Township") and Pentwater Public School District ("School District") as participating municipalities; and

WHEREAS, pursuant to the DLEA, as participating municipalities, the Township and the School District must approve entry into the Agreement; and

WHEREAS, pursuant to the DLEA, the Library Board of the Pentwater Township Library must also approve entry into the Agreement as an existing library within the proposed district; and

WHEREAS, prior to the establishment of the District Library under the DLEA, it is necessary for the Township Board to consider and approve the Agreement as a participating municipality.

WHEREAS, the Township Board desires to approve the Agreement.

NOW THEREFORE, BE IT RESOLVED by the Township Board of the Pentwater Township as follows:

1. The Township Board has determined that it is necessary and in the best interests of the Township to establish the Pentwater District Library pursuant to the DLEA.

☐

2. The Township Board approves the Agreement attached as an Exhibit to this Resolution.

**Township Clerk**

PENTWATER TOWNSHIP

**RESOLUTION APPROVING ATTACHMENTS TO THE  
DISTRICT LIBRARY AGREEMENT**

At a meeting of the Township Board of the Pentwater Township ("Township Board"), Oceana County, Michigan, held at the Township Hall on \_\_\_\_\_ day of \_\_\_\_\_, 2025.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following Resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

WHEREAS, pursuant to the District Library Establishment Act, 1989 PA 24, ("DLEA"), a District Library Agreement has been presented to the Township Board substantially in the form on file with the Township Clerk (the "Agreement") for the purpose of establishing a district library to be known as the Pentwater District Library (the "District Library") with Pentwater Township ("Township") and Pentwater Public School District ("School District") as participating municipalities; and

WHEREAS, as part of the establishment process, the Pentwater Township Library and the Township have agreed to enter into agreements with the District Library to assist the District Library in its operations; and

WHEREAS, the Township Board has determined that it is in the best interests of the health, safety, and welfare of its residents to approve the agreements.

NOW THEREFORE, BE IT RESOLVED by the Township Board of the Pentwater Township as follows:

1. The Township Board hereby accepts its responsibilities under the District Library Agreement to enter into agreements as stated more fully in this Resolution. The District Library Agreement, including all its exhibits, is attached to this Resolution.
2. The Township Board approves the Property Transfer Agreement attached as Exhibit C to the District Library Agreement.
3. The Township Board also authorizes the Supervisor or Clerk to negotiate and execute any other agreement or document that may be necessary in order to effectuate the Pentwater Township's obligation under the District Library Agreement or any of its attached agreements. The authorization in this paragraph shall be in effect and the name individuals shall have the authority to act on behalf



PENTWATER TOWNSHIP

RESOLUTION APPOINTING INITIAL BOARD MEMBERS

At a meeting of the Township Board of Pentwater Township ("Township Board"), Oceana County, Michigan, held at the Township Hall on \_\_\_\_\_ day of \_\_\_\_\_, 2025.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following Resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

WHEREAS, pursuant to the District Library Establishment Act, 1989 PA 24, ("DLEA"), a District Library Agreement has been presented to the Township Board substantially in the form on file with the Township Clerk (the "Agreement") for the purpose of establishing a district library to be known as the Pentwater District Library (the "District Library") with Pentwater Township ("Township") and the Pentwater Public School District ("School District") as participating municipalities; and

WHEREAS, upon the effective date of the Agreement, the District Library shall be formed;

WHEREAS, pursuant to the terms of the Agreement, the Township Board must appoint three (3) members to the District Library Board for the initial terms identified in the Agreement; and

WHEREAS, the Township Board desires to make the appointments.

NOW THEREFORE, BE IT RESOLVED by the Township Board of the Pentwater Township as follows:

1. The Township Board appoints the following three (3) members to the District Library Board whose term begin on the Effective Date of the Agreement and whose term ends as follows:

a. The Township Board appoints \_\_\_\_\_ whose term ends on December 31, 2025.

b. The Township Board appoints \_\_\_\_\_ whose term ends on December 31, 2026.

c. The Township Board appoints \_\_\_\_\_ whose term ends on December 31, 2027.

Township Clerk

Pentwater District Library  
Board Appointment Recommendations August 2025

Pentwater Public School Board Appointees (4)

Term Expiring December 31, 2025:

1. Kenda Van Gure
2. Kendra Thyme

Term Expiring December 31, 2026:

3. Amber Jacob

Term Expiring December 31, 2027:

4. Jennifer Swillim

Pentwater Township Board Appointees (3)

Term Expiring December 31, 2025:

1. Valerie Church-McHugh

Term Expiring December 31, 2026:

2. Elly Barnbridge

Term Expiring December 31, 2027:

3. Joan Lundborg

These are  
Resolution #3

## DISTRICT LIBRARY AGREEMENT

THIS DISTRICT LIBRARY AGREEMENT is entered into as of the \_\_\_\_ day of \_\_\_\_\_ 2025 by and between Pentwater Township and the Pentwater Public School District ("School District"), County of Oceana (collectively referred to as the "Participating Municipalities") pursuant to the District Library Establishment Act, 1989 PA 24, MCL 397.171, et seq., (the "Act").

The Participating Municipalities agree to establish a district library pursuant to the Act to assure continued library services to the area described in Exhibit A and depicted in Exhibit A-1 attached hereto and made a part hereof. The governing bodies of the Participating Municipalities have determined that it is in the best interests of the residents of their respective communities to provide library services by establishing a district library. The governing body of the Pentwater Township Library has also determined it is in the best interests of the residents and approved the establishment of a district library under this Agreement as required by the Act.

Therefore, in consideration of the premises and other mutual obligations and promises, the Parties agree as follows:

### I. ESTABLISHMENT

A. **Name.** As of the effective date of this Agreement, the Participating Municipalities hereby establish a district library pursuant to the Act to be known as the "Pentwater District Library" (the "District Library"), having all the powers granted to such district libraries by the Act.

B. **Participating Municipalities.** The Participating Municipalities to this Agreement are the Pentwater Township ("Township") and the Pentwater Public School District ("School District").

C. **Territory of the District Library.** The territory of the Participating Municipalities included within the District Library shall be as described in Exhibit A (the "District") and depicted in Exhibit A-1.

D. **Effective Date of the Agreement.** The Effective Date of the Agreement shall be the date the Agreement is approved by the State Librarian.

### II. LIBRARY BOARD

A. **Governing Board.** The District Library shall be governed by an appointed board (the "Library Board") which shall consist of seven (7) members to be appointed as described below:

#### 1. Qualifications:

An individual appointed as a Library Board member shall be a qualified elector of the Participating Municipality that appoints such member on the date the appointment is made. A candidate for appointment to the Library Board shall also be a resident of the District Library District.

2. Appointments; Initial Term:

a. *Pentwater Public Schools.* The Pentwater Public School Board shall appoint four (4) members of the Library Board whose term begins on the Effective Date of the Agreement and two (2) Board members shall have terms that expire on December 31, 2025; one (1) Board member shall have a term that expires on December 31, 2026; and one (1) Board member shall have a term that expires on December 31, 2027.

b. *Pentwater Township.* The Township Board shall appoint three (3) members of the Library Board whose term begins on the Effective Date of the Agreement and one (1) Board member shall have a term that expires on December 31, 2025; one (1) Board member shall have a term that expires on December 31, 2026; and one (1) Board member shall have a term that expires on December 31, 2027.

3. Subsequent Terms. As the terms of office identified in Section A.2.a-b above expire, and with each expiration of office thereafter, the respective Party that made the appointment of the Library Board member whose term has expired shall make an appointment to replace the board members whose terms expired to serve a three (3) year term of office beginning on January 1. Nothing herein shall prohibit a Participating Municipality from reappointing a member whose term has expired to a successive term of office.

4. Beginning of Term. After the initial terms, all terms shall begin on January 1.

5. Library Recommendation. At least two (2) months prior to the expiration of the term of any Library Board Member, the Library Board may provide recommendations of the candidates interested in appointment to the Library Board to the Participating Municipalities.

B. Authority. The Library Board shall have all the powers enumerated in Section 12 of the Act, MCL 397.182, all the powers enumerated in the District Library Financing Act, MCL 397.281, *et seq.*, and any other powers granted by law, including but not limited to the following:

1. Establish, maintain, and operate a public library for the District.
2. Appoint and remove officers from among its members.
3. Appoint and remove a librarian and necessary assistants and fix their compensation.
4. Purchase, sell, convey, lease, or otherwise acquire or dispose of real or personal property, including, but not limited to, land contracts and installment purchase contracts.
5. Erect buildings.
6. Supervise and control District Library property.

7. Enter into a contract to receive library-related service from or give library-related service to a library or a municipality within or without the District.

8. Adopt bylaws and regulations, not inconsistent with this Act, governing the Library Board and the District Library.

9. Propose and levy upon approval of the electors as provided in this Act a tax for support of the District Library.

10. Borrow money pursuant to the District Library Financing Act, 1988 PA 265, MCL 397.281 to 397.290.

11. Issue bonds pursuant to the District Library Financing Act, 1988 PA 265, MCL 397.281 to 397.290.

12. Accept gifts and grants for the District Library.

13. Do any other thing necessary for conducting the District Library service, the cost of which shall be charged against the District Library fund.

14. Exercise any other power authorized by law.

C. **Expenses and Compensation.** The District Library may reimburse Library Board members for necessary expenses that Library Board members incur in the performance of their official duties and may compensate Library Board members pursuant to Section 12(2) of the Act, MCL 397.182.

D. **Vacancy.** The office of the Library Board Member becomes vacant when the incumbent dies, resigns, is convicted of a felony, is removed from office by the Governor pursuant to Section 10 of Article V of the State Constitution of 1963, or ceases to be a resident of the district. In addition, the office of a Library Board Member becomes vacant when the incumbent ceases to be a resident of the Participating Municipality that appointed the incumbent.

In the event of a vacancy, the Participating Municipality that appointed the Library Board Member whose position has become vacant shall appoint a replacement as soon as possible who shall serve until the end of the term of the Library Board Member being replaced.

E. **Removal.** In accordance with Section 8(2) of the Act, MCL 397.178(2), the Governor of the State of Michigan shall have the power to remove a member of the Library Board for cause, pursuant to the provisions of Section 10 of Article V of the State Constitution of 1963, as amended.

### III. FUNDING AND PROPERTY

A. **Funding.**

1. **General Funding.** Except during the period commencing the Effective Date of the Agreement and continuing until the District Library authorizes and levies a districtwide millage

("Interim Period"), funds necessary for the operation of the District Library shall be derived from state aid, grants, penal fines, donations, and bequests, a districtwide millage, or other millage authorized to be levied upon taxpayers of the District, and any other source authorized by law.

Library funds on hand with the Pentwater Township Library, including any trusts or endowments including but not limited to the Library Fund Balance ("Library Funds"), shall be transferred to the District Library into a District Library fund in accordance with the terms of this Agreement. Upon the Effective Date of the Agreement, the total amount of the fund balances of each Library Fund (each Library Fund that is identified in the 2024 audited financial records) of the Pentwater Township Library shall be transferred to the District Library.

To the extent any monies or property from any source whatsoever are received by either of the Participating Municipalities designated for the operation and administration of community library services or acquisition of books or equipment or other real or personal property for community library use, such Participating Municipality shall transfer such monies and personal property upon receipt thereof to the District Library.

2. **Interim Period Funding.** During the Interim Period, the operation of the District Library will be funded from revenues derived from state aid, penal fines, grants, donations, and bequests, if any, as stated more fully in Section III.A.1 above. In addition, during the Interim Period, the Participating Municipalities shall provide appropriations to the District Library as follows:

a. **Township Funding.** During the Interim Period, the Township will continue to levy the maximum authorized millage rate of 1.0 mill, as reduced by the Headlee Amendment. By signing this Agreement, the Library Board of the Pentwater Township Library also agrees and approves during the Interim Period the annual levy of the maximum authorized millage of 1.0 mill, as reduced by the Headlee Amendment. The Township shall deposit the proceeds of the millage in the District Library Fund. Aside from levying the maximum authorized millage as stated more fully in this paragraph, the Township shall have no (0%) additional obligation to provide funds for the District Library during the Interim Period or at any other time.

b. **School District Funding.** The School District shall have no (0%) obligation to provide funds for the District Library during the Interim Period or at any other time, unless agreed to by the Board of Education of the School District after the District Library is formed.

B. **Budget.** The Library Board shall annually determine and approve the District Library's Budget.

C. **Fiscal Year.** Unless otherwise changed by the Library Board after the Effective Date of this Agreement, the fiscal year of the District Library shall be the annual period commencing April 1 and ending the following March 31, provided that the initial fiscal year shall commence on the Effective Date of this Agreement and shall end on the March 31 following the Effective Date of this Agreement.

D. **Personal Property Transfer.** As of the Effective Date of this Agreement, personal property described in Exhibit B, whether tangible or intangible, of the Pentwater Township Library relating to the Pentwater Township Library shall be transferred pursuant to the terms of the Property Transfer Agreement substantially in the form attached as Exhibit C, and conditioned upon the Township and/or Pentwater Township Library and the District Library entering into the following:

1. The assumption of contractual obligations of the Pentwater Township Library associated with the operation of the library listed on the Assignment and

Assumption of Contracts agreement, substantially in the form attached as Exhibit C-2; and

2. An Employee Transfer Agreement, substantially in the form attached to this Agreement as Exhibit D; and
3. The Quit Claim Deed to transfer the Library Building, substantially in the form attached to this Agreement as Exhibit E, to the District Library.

D. **Real Property.** Upon the effective date of this Agreement, the Pentwater Township Library shall execute a Quit Claim Deed conveying the real property owned by the Pentwater Township Library located at 402 Park Street, Pentwater, Michigan, 49449 to the District Library, substantially in the form attached as Exhibit E. The Quit Claim Deed shall be consistent with title as identified in a commitment for title insurance Upon the Effective Date of the Agreement.

E. **Contractual Obligations.** Contractual obligations of the Township of Pentwater Township and the Pentwater Township Library associated with the operation of the Library listed on Exhibit C-2 shall be assumed by the District Library on the Effective Date of this Agreement.

F. **Indemnification and Other Obligations of Library Board.** As a condition of the transfer of property or funds to the District Library and to the extent permitted by law, the District Library shall be required to indemnify the Township, School District and Pentwater Township Library (collectively referred to as the "Parties") against all claims, demands, actions, citations or legal proceedings arising from or relating to the operation by the Library Board of the District Library after the Effective Date of this Agreement, as provided in Exhibit C, and shall be required to obtain insurance coverage in amounts reasonably determined by the Parties to meet such liabilities. Such insurance policies shall name the Parties as additional insureds. The Pentwater Township Library shall be required to notify the District Library of all pending, probable, or threatened claims, demands, actions, citations, or legal proceedings that arise on or before the effective date of the Agreement ("Pre-Existing Claims") and the Pentwater Township Library shall indemnify the District Library against Pre-Existing Claims.

#### IV. EMPLOYEES

A. **Employee Transfer.** Upon the Effective Date of the Agreement, the Employees of the Pentwater Township Library shall be transferred to the District Library under the terms and conditions provided in the Employee Transfer Agreement substantially in the form attached as Exhibit D. Before the date upon which the Pentwater Township Library employees are transferred to the District Library, the Pentwater Township Library shall give notice to all employees as required by Section 1 of the Employee Transfer Agreement attached as Exhibit D.

#### V. OTHER PROVISIONS

A. **Term.** This Agreement shall continue in perpetuity unless the District Library is dissolved pursuant to Section V.B or automatically terminated pursuant to Section V.C.

B. **Dissolution of District Library/Distribution of Assets.** The District Library shall be dissolved if a Participating Municipality withdraws from the District Library as provided in Section V.C. Upon such dissolution, the Pentwater Township Library shall be reinstated in accordance with the Township, Village and Township Libraries Act, 1877 PA 164, MCL 397.201, *et seq.*, and all assets of the District Library shall revert to the Pentwater Township Library.

C. **Withdrawal from Agreement.** Any Participating Municipality may withdraw from the District Library in accordance with Section 24 of the Act, MCL 397.194, provided that no Participating Municipality may adopt a resolution authorizing its withdrawal prior four (4) years from the Effective Date of the Agreement. In the event the withdrawal of the Participating Municipality would cause the dissolution of the District Library, such withdrawal and dissolution shall be subject to the requirements specified in Section V.B of this Agreement. In the event the withdrawal of a Participating Municipality would not cause the dissolution of the District Library, the assets belonging to the District Library would remain the property of the District Library.

D. **Addition of Other Municipalities.** Any Township, village, township, or county (a "Municipality") may become a Participating Municipality to this Agreement and all or a portion of the territory of the Municipality be added to the District if:

1. The governing body of the Municipality resolves by majority vote that the Municipality become a Participating Municipality to this Agreement and that all or a portion of the territory of the Municipality be added to the District.

2. The governing body of the Municipality files a certified copy of its resolution with the chairperson of the Library Board.

3. The Library Board adopts a resolution authorizing an amendment to this Agreement reflecting the addition of the Municipality and the territory of the Municipality to the District, specifying the changes in Library Board representation, or identifying changes to the percentage of funds necessary for the establishment and operation of the District Library to be provided by the Municipality within six (6) months of the date of receipt of the resolution of the Municipality.

4. The electors of the Municipality or the portion of the territory of the Municipality to be added to the District shall have approved the levy of the district-wide millage, if any, by majority of the electors voting on the question.

5. The amendment to the agreement shall be reviewed and approved by the State Librarian as required by Section 5(2) of the Act, MCL 397.175(2).

E. **Remedies.** In the event of failure by any of the Parties to perform its obligations under this Agreement, the other Parties, and each of them separately, shall have the power to seek such remedies as shall be available to them at law or in equity, including actions for mandamus.

F. **Amendment.** This Agreement may be amended in writing upon the consent of (1) the legislative bodies of the Participating Municipalities, pursuant to Section 4(1)(e) of the Act, MCL 397.174(1)(e), (2) a majority of the Library Board appointed and serving, and (3) upon approval of the State Librarian as provided in Section 5 of the Act, MCL 397.175.

G. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan.

H. **Severability.** If any clause, provision, or section of this Agreement shall be ruled invalid or unenforceable by any court of competent jurisdiction, the invalidity or unenforceability of such clause, provision or section shall not affect any of the remaining clauses, provisions, or sections.

I. **Execution in Counterparts.** This Agreement may be executed in two or more

counterparts, each of which shall be deemed and all of which shall constitute one and the same agreement, and the signature of any Participating Municipality to any counterpart shall be deemed a signature to and may be appended to any other counterpart.

IN WITNESS WHEREOF, the Participating Municipalities have caused this Agreement to be duly executed as of the date first written above.

PENTWATER PUBLIC SCHOOL DISTRICT

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

Its: \_\_\_\_\_

TOWNSHIP OF PENTWATER

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

Its: \_\_\_\_\_

PENTWATER TOWNSHIP LIBRARY

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

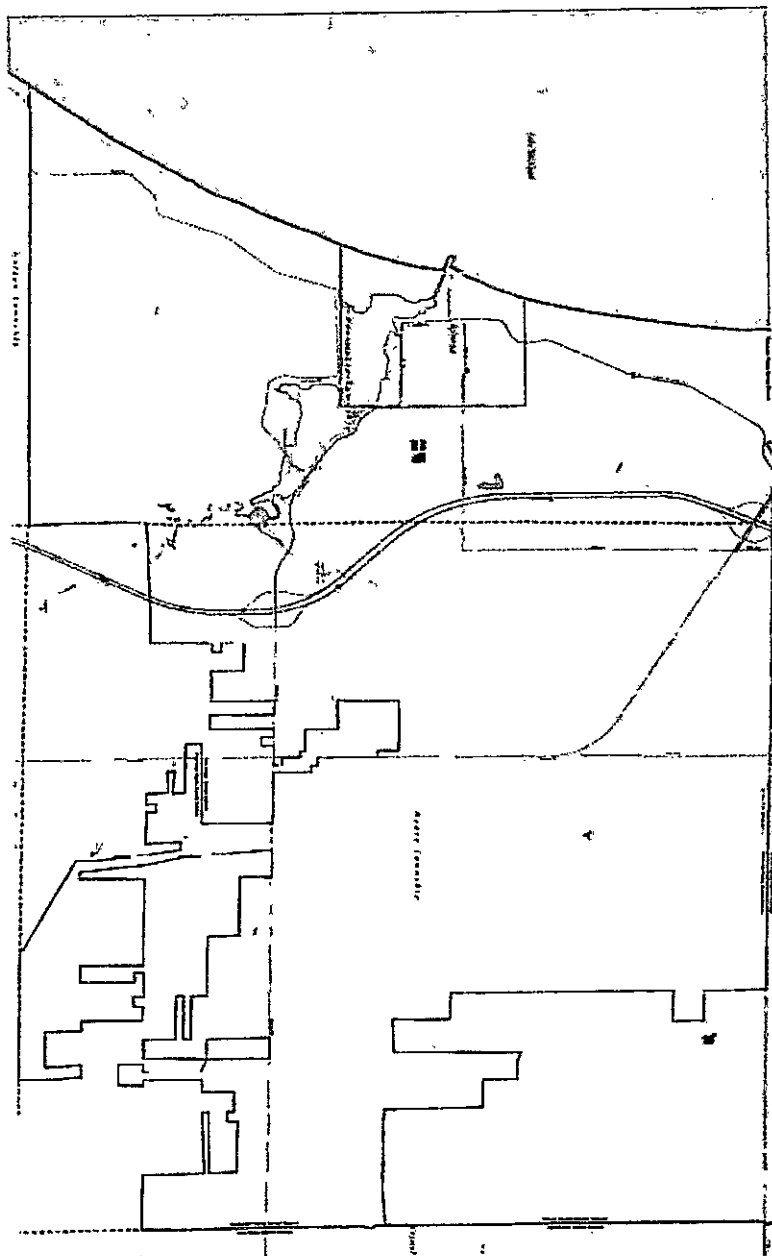
Its: \_\_\_\_\_

☐ EXHIBIT A

The District Library shall be comprised of all that territory which is currently located in the jurisdictional limits of the Township of Pentwater and the Pentwater Public School District, Oceana County, excluding the portion of the Pentwater Public School District that is located in Mason County.

☐ EXHIBIT A-1

The Proposed District is in Yellow.



**EXHIBIT B**

**PERSONAL PROPERTY**

The following assets, including personal property and other funds, belong to the Pentwater Township Library and are held for library purposes, including but not limited to:

1. All personal property located in the Pentwater Township Library, 402 Park Street, Pentwater, Michigan, 49449, on the Effective Date of the Agreement, including but not limited to:
  - a. All books, magazines, books on tape, compact discs, videos, and DVDs.
  - b. All computers, equipment for the network and all other hardware and software.

- c. All tables, chairs, desks, and filing cabinets.
  - d. All library records.
  - e. All supplies.
2. All shelving and cabinets located in the Pentwater Township Library, Pentwater Township Library, 402 Park Street, Pentwater, Michigan, 49449, on the Effective Date of the Agreement.
3. Pentwater Township Library cash and other assets, including but not limited to the West Shore Bank Money Market; Business Ventures (Checking Account through West Shore Bank); Shelby State Bank; MI-CLASS; Oceana County Community Foundation - Pentwater Township Library Endowment Fund.

□ EXHIBIT C

### **PROPERTY TRANSFER AGREEMENT**

#### **TRANSFER OF ASSETS AND ASSUMPTION OF LIABILITIES AND CONTRACTUAL OBLIGATIONS**

THIS AGREEMENT is entered into as of the \_\_\_\_\_ day of \_\_\_\_\_, 2025, by and between the Township of Pentwater Township (hereinafter "Township"), Pentwater Township Library and the Pentwater District Library (hereinafter "District Library").

WHEREAS, the District Library was established by agreement effective as of \_\_\_\_\_ ("District Library Agreement") entered into by the Township and the Pentwater Public School District ("School District") in accordance with the District Library Establishment Act, 1989 PA 24, as amended, to provide library services in the School District and the Township boundaries;

WHEREAS, the Pentwater Township Library has operated a Pentwater Township Library (the "Pentwater Township Library") and the financial records of the Pentwater Township Library have been maintained on the same fiscal year as that of the Township which ends on each April 30; and the financial records of the Pentwater Township Library have been audited separately from those of the Township.

THEREFORE, in consideration of the premises, the Township, the Pentwater Township Library, and the District Library agree as follows:

1. The Pentwater Township Library shall close the fiscal year of the Pentwater Township Library as of the Effective Date of the District Library Agreement.
2. At its own cost, the District Library shall either audit the financial statement of the Pentwater Township Library for the period of April 1, 2023 through the Effective Date of the District Library Agreement (as defined in the District Library Agreement) or shall cause the financial statements of the Pentwater Township Library for the period April 1, 2025 through the Effective Date of the District Library Agreement to be audited. The District Library shall provide at no cost to the Township a copy of the audited statements for the Pentwater Township Library for the short fiscal year ending on the Effective Date of the District Library Agreement upon completion and release by the certified public

accountant performing the audit.

3. On the Effective Date of the District Library Agreement, subject to the terms of this Property Transfer Agreement and pursuant to the terms of the Bill of Sale attached as Exhibit C-1 to this Agreement, the Pentwater Township Library shall transfer all of the tangible and intangible personal property assets of the Pentwater Township Library, including (a) the Library Fund held in the Township of Pentwater Township treasury (which would include any trusts or endowments,) and (b) all Pentwater Township Library assets, to the District Library listed in Exhibit B of the District Library Agreement subject to all the liabilities and contractual obligations to the District Library.

The Pentwater Township Library and the District Library shall execute the Bill of Sale attached as Schedule C-1 to this Property Transfer Agreement. The District Library shall have authority to dispose of such property as authorized by the District Library Board if it is no longer needed for library purposes.

4. The Pentwater Township Library shall assign, and the District Library accepts the assignment of the Library Contracts set forth in Exhibit C-2 to this Property Transfer Agreement. The Pentwater Township Library and the District Library shall execute the Assignment and Assumption of Contracts attached as Exhibit C-2 to the Property Transfer Agreement.
5. Pentwater Township Library shall transfer employees to the District Library as set forth in the Employee Transfer Agreement attached as Exhibit D to the District Library Agreement.
6. The Pentwater Township Library and Pentwater Township shall transfer the Library Building located at 402 Park Street, Pentwater, Michigan, 49449, pursuant to a quit claim deed substantially in the form attached to this Agreement as Exhibit E to the District Library Agreement.
7. In the event of failure by either party to perform its obligations under this Agreement, the other party shall have the power to seek such remedies as shall be available to it at law or in equity, including actions for mandamus.

IN WITNESS WHEREOF, the Township, the Pentwater Township Library, and the District Library shall have executed this Agreement as of the date first indicated above by and through their respective duly authorized representatives.

PENTWATER DISTRICT LIBRARY

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

Its: \_\_\_\_\_

□

PENTWATER TOWNSHIP LIBRARY

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

Its: \_\_\_\_\_

PENTWATER TOWNSHIP

By: \_\_\_\_\_  
Its: \_\_\_\_\_ ☐ EXHIBIT  
C-1

**BILL OF SALE**

This Bill of Sale is made as of the \_\_\_\_ day of \_\_\_\_\_, 2025, between **PENTWATER TOWNSHIP LIBRARY**, a Michigan library established pursuant to 1877 PA 164, ("Seller"), and the **PENTWATER DISTRICT LIBRARY**, a Michigan library established pursuant to the District Library Establishment Act, 1989 PA 24 ("Purchaser").

For valuable consideration, Seller transfers and conveys to Purchaser all of Seller's right, title and interest in and to all of the tangible and intangible personal property used by Seller in providing Pentwater Township Library services, including, without limitation, all of the books, furniture, equipment, and other personal property located in or used in connection with the Pentwater Township Library located at Pentwater Township Library, 402 Park Street, Pentwater, Michigan, 49449, and all books, records, reports, documents, instruments and agreements evidencing, detailing or pertaining to any of the personal property, and the Seller's rights therein.

The personal property transferred to the Purchaser shall include, without limitation, the items listed in Exhibit 1 attached hereto. None of the personal property is subject to any claim, lien, encumbrance or interest of any kind or nature.

Except as expressly provided herein, Seller makes the transfer under this Bill of Sale without any representation, warranty, or guaranty, whether express, implied or statutory, including any warranty of condition, merchantability, habitability or fitness for a particular use or purpose. This transfer is made as is, where is, and with all faults.

Purchaser accepts delivery of the personal property and assumes all risk of loss and responsibility for the performance and compliance with any contractual agreement or undertaking related to any of the personal property or any of the Seller's rights therein.

This Bill of Sale is made as of the date written above.

**PENTWATER DISTRICT LIBRARY**

By: \_\_\_\_\_  
Its: \_\_\_\_\_

**PENTWATER TOWNSHIP LIBRARY**

By: \_\_\_\_\_  
Its: \_\_\_\_\_ ☐ Exhibit 1 to  
**Bill of Sale**

## PERSONAL PROPERTY

The following assets, including personal property and other funds, belong to the Pentwater Township Library and are held for library purposes, including but not limited to:

1. All personal property located in the Pentwater Township Library, Pentwater Township Library, 402 Park Street, Pentwater, Michigan, 49449, on the Effective Date of the Agreement, including but not limited to:
  - a. All books, magazines, books on tape, compact discs, videos, and DVDs.
  - b. All computers, equipment for the network and all other hardware and software.
  - c. All tables, chairs, desks, and filing cabinets.
  - d. All library records.
  - e. All supplies.
2. All shelving and cabinets located in the Pentwater Township Library, Pentwater Township Library, 402 Park Street, Pentwater, Michigan, 49449, on the Effective Date of the Agreement.
3. Pentwater Township Library cash and other assets, including but not limited to the West Shore Bank Money Market; Business Ventures (Checking Account through West Shore Bank); Shelby State Bank; MI-CLASS; Oceana County Community Foundation - Pentwater Township Library Endowment Fund..

## ☐ EXHIBIT C-2 TO PROPERTY TRANSFER AGREEMENT

### ASSIGNMENT AND ASSUMPTION OF CONTRACTS

THIS ASSIGNMENT AND ASSUMPTION OF CONTRACTS ("Assignment") is made as of the \_\_\_\_ day of \_\_\_\_\_, 2025 between the Pentwater Township Library and the Pentwater District Library ("District Library").

For valuable consideration, the Pentwater Township Library assigns, conveys and transfers to the District Library, and the District Library accepts, acquires, and assumes the obligations of the Pentwater Township Library under the agreements attached hereto as Exhibit A ("Agreements").

The Pentwater Township Library warrants that, based on information and representations made to it by its Library Board, it has substantially performed and complied with all its covenants and agreements under the Agreements, and that no event has occurred, or condition exists which is an event of default or breach of the Agreements.

The District Library assumes the covenants, agreements, obligations, and responsibilities of the Pentwater Township Library under the Agreements from and after the date of this Assignment.

IN WITNESS WHEREOF, the Pentwater Township Library and the Pentwater District Library have caused this assignment to be executed by their duly authorized officers.

**PENTWATER TOWNSHIP LIBRARY**

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

Its: \_\_\_\_\_

**PENTWATER DISTRICT LIBRARY**

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

Its: \_\_\_\_\_

**☐ EXHIBIT A TO THE ASSIGNMENT AND  
ASSUMPTION OF CONTRACTS**

**LIST ALL CONTRACTS**

1. [Xerox
2. LibraryAware
3. OverDrive
4. Apollo
5. Midwest Tape
6. Kanopy
7. Streamline
8. Shotwell Solutions
9. Brickley Delong
10. Quick Books
11. Best Coast Storage

**☐ EXHIBIT D**

**EMPLOYEE TRANSFER AGREEMENT**

THIS AGREEMENT is entered into as of the \_\_\_\_\_ day of \_\_\_\_\_, 2025, by and between Pentwater Township Library (hereinafter "Pentwater Township Library"), and the Pentwater District Library (hereinafter "District Library").

WHEREAS, the District Library was established by agreement effective as

(“District Library Agreement”) in accordance with the District Library Establishment Act, 1989 PA 24, as amended, to provide library services in the District Library District;

WHEREAS, Section IV of the District Library Agreement requires that the District Library will hire each employee of the Pentwater Township Library as of the Effective Date of the District Library Agreement, if such employee is desirous of such employment, under certain terms and conditions set forth herein; and

WHEREAS, the purpose of this Employee Transfer Agreement is to implement such provisions and fulfill such conditions.

THEREFORE, in consideration of the premises, the parties agree as follows:

1. On the date that the Pentwater Township Library approves the District Library Agreement, the Pentwater Township Library shall give notice or shall have caused notice to be given to all Pentwater Township Library employees who are employees on the date that the Pentwater Township Library approves the District Library Agreement (the “Pentwater Township Library Employees”) (identified in Exhibit A to this Employee Transfer Agreement) that the Public Library will cease operating a public library and that the Pentwater Township Library will be terminating its employer relationship with all Pentwater Township Library Employees as of the Effective Date of the District Library Agreement.

2. Commencing on the Effective Date of the District Library Agreement, the District Library shall offer employment to each Pentwater Township Library Employee, in accordance with the applicable law and to the best of its ability, with the following:

a. All Pentwater Township Library Employees shall be offered and given seniority credits and sick leave, vacation, insurance, and pension credits in accordance with the records of the Pentwater Township Library with respect to those employees.

b. All Pentwater Township Library Employees who were members and beneficiaries of any pension or retirement system or other benefits established by the Pentwater Township Library shall continue to have rights, privileges, benefits, obligations, and status with respect to those systems.

c. The District Library shall assume the obligations of the Pentwater Township Library with regard to wages, salaries, hours, working conditions, sick leave, health and welfare and pension or retirement provisions for all Pentwater Township Library Employees who accept employment with the District Library.

d. To the extent Pentwater Township Library Employees were not guaranteed sick leave, health and welfare and pension or retirement pay based on seniority, the District Library shall not be required to provide these benefits retroactively. Furthermore, the employment status of the Pentwater Township Library Employees will transfer to the employment relationship with the District Library (i.e. employee working on a part-time basis for 20 hours for the Pentwater Township Library will only be eligible for employment as a part-time employee for 20 hours for the District Library.)

e. Any Pentwater Township Library Employee who is transferred to a position with the District Library shall, by reason of such transfer, be placed in a substantially similar position with respect to current workers’ compensation, pension, seniority, wages, sick leave, vacation, health and welfare insurance or any other benefits that such employee enjoyed as an employee of the Pentwater Township Library.

3. The Pentwater Township Library shall indemnify the District Library against any costs or liabilities arising from the termination by the Pentwater Township Library of the Pentwater Township Library Employees, resulting from the cessation by the Pentwater Township Library of its responsibilities to provide Pentwater Township Library services or the hiring or offering to hire such employees by the District Library or both.

4. In the event of failure by either party to perform its obligations under this Employee Transfer Agreement, the other party shall have the power to seek such remedies as shall be available to it at law or in equity, including actions for mandamus.

IN WITNESS WHEREOF, the parties have executed this Agreement by and through their respective duly authorized representatives as of the date first indicated above.

WITNESS:

PENTWATER TOWNSHIP LIBRARY

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

Its: \_\_\_\_\_

PENTWATER DISTRICT LIBRARY

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

Its: \_\_\_\_\_

☐ Exhibit A to Employee Transfer Agreement

1. Mary S. Barker, Director
2. Tammy Hammerle, Assistant
3. Justin Wanbaugh, Assistant
4. James Mueller, Aide
5. Olivia Bradley, Aide

☐ **EXHIBIT E**

**QUIT CLAIM DEED**

**QUIT CLAIM DEED**

GRANTOR,  
library,

Pentwater Township Library, a Michigan public

WHOSE ADDRESS IS,

402 E. Park Street, Pentwater, Michigan 49449,

QUIT CLAIMS TO,

Pentwater District Library, a Michigan district library,

WHOSE ADDRESS IS,

402 E. Park Street, Pentwater, Michigan 49449,

the following described premises located in the Village of Pentwater, County of Oceana, State of Michigan:

That part of Lot 1 of Block 3 of the plat of Cobb's Addition to the Village of Pentwater, according to plat thereof recorded in Oceana County records, described as follows: Commencing at the Southwest corner of said Lot 1 of Block 3 as the point of beginning; thence North 00° 44'25" East along the West line of Lot 1 for a distance of 110.00 feet; thence South 89° 59'55" East parallel with the South line of Lot 1 for a distance of 62.96 feet; thence along a non-tangent curve to the left having a radius of 100.00 feet and an arc length of 88.43 feet, being subtended by a chord of South 38° 11'35" East for a distance of 85.57 feet; thence South 00° 51'35" West along the East line of Lot 1 for a distance of 42.74 feet; thence North 89° 59'55" West along the South line of Lot 1 for a distance of 116.66 feet to the point of beginning.

Together with all improvements, appurtenances, tenements and hereditaments thereto, for the sum of: \$1.00.

**This transfer is exempt from all transfer taxes under MCL 207.505(a) and (h) and MCL 207.526(a) and (h) because the value of the consideration is less than \$100.00 and because Grantor is a municipality of the State of Michigan**

GRANTOR  
Pentwater Township Library, a Michigan public  
library

By: Valerie Church-McHugh  
Its: President

STATE OF MICHIGAN     )  
                                  )ss.

COUNTY OF OCEANA     )

The foregoing instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by Valerie Church-McHugh, President for the Pentwater Township Library.

, Notary

Public

Oceana County, State of Michigan

My commission

expires:

Acting in the County of Oceana

PREPARED BY/RETURN TO:

Scott H. Hogan (P41921)

FOSTER, SWIFT, COLLINS & SMITH, PC

1700 E. Belpline Avenue NE, Suite 200

Grand Rapids, MI 49525

(616) 726-2200

86951:00001:201843619-1



nb(c)

Adams Heating, Cooling and Plumbing  
3123 N Oceana Dr  
Hart, MI 49420  
(231)-873-2665  
MI Mechanical Contractor License #7102699  
MI Plumbing Contractor License #8001328

**BILL TO**

Pentwater Township Hall  
P.O. Box 512  
Pentwater, MI 49449 USA

INVOICE  
18740161

INVOICE DATE  
Jul 18, 2025

**JOB ADDRESS**

Pentwater Township Hall  
500 North Hancock Street  
Pentwater, MI 49449 USA

Completed Date: 7/18/2025  
Payment Term: Due Upon Receipt  
Due Date: 7/18/2025

**DESCRIPTION OF WORK**

Annual service on the ac unit and the mini split. Both systems are operating properly. I changed the filter on the main ac unit. No further changes needed at this time.

| TASK    | DESCRIPTION                             | QTY  | PRICE    | TOTAL    |
|---------|-----------------------------------------|------|----------|----------|
| ACM (1) | Routine Annual Service on A/C Equipment | 1.00 | \$153.00 | \$153.00 |
| ACM     | Routine Annual Service on A/C Equipment | 1.00 | \$138.00 | \$138.00 |

SUB-TOTAL \$291.00

TAX \$0.00

TOTAL DUE \$291.00

BALANCE DUE \$291.00

**CUSTOMER AUTHORIZATION**

This invoice is agreed and acknowledged. Payment is due upon receipt. A service fee will be charged for any returned checks, and a financing charge of 1% per month shall be applied for overdue amounts. By accepting this invoice, the customer also accepts the attached terms & conditions Terms and Conditions.

Sign here

Date 7/18/2025

**CUSTOMER ACKNOWLEDGEMENT**

I confirm that all work completed by Adams Heating, Cooling and Plumbing has been done in a satisfactory and professional

manner. I have had the opportunity to express any concerns or discrepancies regarding the provided work, and I either have no concerns, have found no discrepancies, or any issues I had have been resolved to my satisfaction. By accepting this invoice, I also accept the attached terms and Terms and Conditions. My signature below signifies my full and final acceptance of all work performed by the contractor.

Sign here

A handwritten signature in black ink, appearing to be 'ASD' or similar, written over a horizontal line.

Date 7/18/2025

## STANDARD TERMS AND CONDITIONS OF SERVICE

1. **Incorporation.** Any estimate submitted by Contractor to Customer incorporating these Terms (defined below) (each, a "**Proposal**") shall be governed by, and subject to, these Standard Terms and Conditions of Service (the "**Terms**" and together with the Proposal, the "**Contract**"). By accepting a Proposal or otherwise engaging Contractor for the services and/or goods described in a Proposal, Customer agrees to be bound by these Terms.

2. **Defined Terms.** Capitalized terms used in these Terms shall have the meanings defined herein. To the extent that any capitalized term is not defined in these Terms, it shall have the meaning assigned to it in the Proposal.

3. **Conflicts with Proposal.** In the event of any conflict or inconsistency between these Terms and the terms of a Proposal, the terms and conditions of the Proposal shall control.

4. **Work.** Contractor shall perform the work more particularly described in the Proposal (the "**Work**"). The term "**Work**" shall include all labor, materials, and equipment necessary to complete the Work unless otherwise indicated in the Proposal.

5. **Acceptance.** The Proposal shall be valid for a period of thirty (30) days from the date of the Proposal. Upon execution by Customer, the Proposal and these Terms shall constitute the Contract between Customer and Contractor. Upon the expiration of the thirtieth (30th) day following the date of the Proposal, Contractor may accept, but has no obligation to accept, Customer's acceptance of the Proposal.

6. **Time of Performance.** The Work shall begin on or about the Start Date and shall be complete on or before the Anticipated Completion Date. The Start Date and Anticipated Completion Date indicated in the Proposal are estimates only and do not constitute a guarantee of the actual date of completion of the Work. The Contractor shall exercise reasonable care to complete the Work by the Anticipated Completion Date. The Contractor shall be entitled to appropriate extensions of time should matters beyond its reasonable control prevent it from completing the Work by the date specified therein, including one or more Force Majeure Events (defined below), weather delays, changes in the Work, labor disputes, fire, delay in deliveries, neglect or interference by Customer or Customer's additional/other contractors/subcontractors, agents or employees and unavoidable casualties. Any extension that is expected to extend beyond ten (10) business days shall be memorialized in writing and signed by both parties. Should Customer refuse to grant the Contractor's reasonable request for time extension and the Contractor accelerates its performance as a result, the Customer will be obligated to compensate the Contractor for any acceleration damages incurred, including but not limited to payment of overtime wages to employees. Delays caused by events giving rise to a right to time extension as described in this Section 6 shall not be considered abandonment of the Project. In the event of a delay (including weather delays) greater than ninety (90) days, Customer shall have the right to terminate the Proposal providing written notice to Contractor, and Customer shall be billed and pay for all materials, equipment used, & work completed through the date of such termination.

7. **Contract Price.** Customer shall pay Contractor for all of the Work in the all-inclusive Contract Price set forth in the Proposal, and in accordance with the Payment Schedule set forth therein, subject to any changes agreed to by the Customer and Contractor in a signed writing. If a Deposit is included in the Proposal, such Deposit shall be (a) nonrefundable (except as indicated in Section 10 hereof) and (b) due upon execution of the Proposal.

- a. *Sewage Disposal System Installation only.* Contractor reserves the right to withhold any completion statement(s) and/or inspection reports until the Contract Price is received in full. In addition to the Contract Price, Customer shall be responsible for payment of any and all inspection fee(s) due and payable to the septic system engineer/designer and/or any governmental authorities.

8. **Right to Stop Work.**

- a. If any payment is not made timely to Contractor per the Payment Schedule, Contractor shall have the right to stop work and suspend performance of the Work until all past-due payments are received. The Customer shall be obligated to pay interest on all late payments pursuant to Section 9. Such interest shall begin to accrue from the date that any such payment is late. If Customer fails to pay Contractor within seven (7) days of stopping work, Contractor may terminate this Contract and seek recovery of all damages arising out of such breach including reasonable attorneys' fees and other collection costs.
- b. If the Work is stopped or delayed for a period of ten (10) consecutive days due to: (i) the fault or negligence of Customer, (ii) the Customer's agents or contractors/subcontractors, (iii) the Customer's failure to make proper payment thereon as provided herein, or (iv) the Customer's material breach of the Customer's responsibilities or obligations under the Contract, then Contractor may give Customer written notice of the intent to terminate this Contract for cause. If the Customer has not remedied such breach(es) within seven (7) days after the date of Contractor's notice, the Contractor may give a written notice of termination and recover from Customer compensation for: (1) all Work performed to the date of termination; (2) any liability, obligations, damages, commitments, and/or claims that the Contractor may have incurred or might in good faith incur in connection with terminating the Contract; (3) any damages the Contractor may incur as a result of the termination; (4) the Contractor's unearned profit; and (5) the Contractor's reasonable attorney's fees incurred in prosecuting and collecting on its claims.

9. **Interest.** The Customer shall be obligated to pay interest for all sums not paid pursuant to the Payment Schedule, and for any other amounts that otherwise may be due under these Terms, at the interest rate equal to the lesser of: (i) eighteen percent (18%) per annum, or (ii) the maximum amount permitted by the laws of the state where the Work is to be completed. Such interest shall begin to accrue from the date that any such payment is late.

10. **Changes; Modification; Extra Cost.** Customer may request, and Contractor may order, changes in the Work as documented in one or more change orders. The Contract Price

and Anticipated Completion Date may be adjusted accordingly in any such change orders. All such change orders shall be in writing signed by Contractor, and must state the cause and adjustment to the Contract Price attributed to such change order before any extra Work related to the change order is started or materials are ordered.

- a. Substantial Increases to Material Costs. Prior to initiating the Work, Contractor reserves the right to suspend performance of the Work if, at any time after the Proposal is executed, the aggregate price of materials required for the Work increases by ten percent (10%) or more compared to the prices prevailing as of the effective date of the Proposal. In the event of such a material price increase, Contractor shall promptly notify Customer in writing, detailing the affected materials and the amount of the price increase. Contractor shall also submit a written proposal for a new Contract Price that reflects the increased material costs (the "**New Contract Price**"). Customer shall have a period of five (5) business days from receipt of Contractor's proposal to either: (i) accept the proposed New Contract Price in writing; or (ii) reject the proposed New Contract Price in writing. If Customer accepts the New Contract Price within the specified timeframe, the Contract Price shall be adjusted accordingly, and Contractor shall resume performance of the Work in a timely manner. If Customer rejects the proposed New Contract Price, or fails to respond in writing within the specified timeframe, either party shall have the right to terminate this Agreement upon written notice to the other party. In the event of termination under this provision, Customer shall be responsible for payment for all Work performed and materials irrevocably ordered or incorporated into the Work up to the date of termination, calculated at the original Contract Price. If it is refundable pursuant to the Proposal, any unearned portion of the Deposit or advance payments made by Customer shall be refunded by Contractor.

11. **Cancellation.** Customer hereby retains the right to cancel a Proposal, at their option, within seventy-two (72) hours of its execution without penalty. Notwithstanding the foregoing, if the Work is being completed on an emergency basis or in a period shorter than seventy-two (72) hours of the Proposal being executed, the Customer hereby waives such right to cancel. Contractor hereby retains the right to cancel any Proposal, at its option, within fifteen (15) calendar days of its execution without penalty. In the event of cancellation by Contractor within such period, the Deposit shall be refunded to Customer in full within fifteen (15) business days after the date of cancellation, unless noted differently in the Proposal.

12. **Contractor Representations.** Contractor shall provide and shall be solely responsible for all labor, workmen, materials, clean-up, equipment and other items required in connection with completion of the Work. All materials used for the Work shall be new unless otherwise noted in the Proposal. All workmen shall be skilled and experienced in their trades. Contractor shall comply with all codes, laws and regulations applicable to the Work, including, but not limited to, obtaining all inspections and approvals if applicable. Contractor shall maintain liability coverage insurance in an amount that is commercially reasonable with respect to the Work.

13. **Plans; Specifications; Permits.** Unless the Proposal stipulates that the Contractor is providing the plans and specifications for the Project, the Customer is responsible for supplying the Contractor with a complete set of plans and specifications which are: (a) in compliance with all applicable state, federal, and local laws, codes, regulations, statutes, and ordinances ("**Laws**"); (b) sufficient for securing all permits necessary to construct the Project; and (c) free from error and suitable for construction of the Project. If the Proposal stipulates that the Contractor is providing the plans and specifications for the Project, the Contractor shall be responsible for meeting the standards imposed by this paragraph. The Proposal shall specify which party is responsible for obtaining all permits required to complete the Work.

14. **Unforeseen Conditions.**

- a. **Generally.** The Contract Price does not include any compensation for costs associated with unusual and/or unanticipated conditions (including, but not limited to, concealed conditions, including subsurface conditions, latent defects, the presence of asbestos or other hazardous materials, etc.) (collectively, "**Unforeseen Conditions**"). In the event that the Contractor should confront any such Unforeseen Conditions, the Contractor will give the Customer timely notice thereof. Should the Customer elect to have the Contractor resolve the Unforeseen Conditions, the Customer must first execute a change order pursuant to Section 10, and agree to compensate Contractor for the additional costs incurred in resolving such Unforeseen Conditions. Notwithstanding the foregoing if Contractor determines in its sole and absolute discretion that it does not have the expertise and/or appropriate license(s) to deal with the Unforeseen Conditions the Customer shall be solely responsible for remediating any Unforeseen Conditions, and as a condition precedent to Contractor initiating or continuing the Work, Customer shall (a) engage a separate contractor that is properly licensed to abate the Unforeseen Conditions, and (b) the Unforeseen Conditions must be remediated by such contractor.
- b. **Rock Clause.** If in connection with the Work, rock is encountered preventing normal and reasonable excavation by industry standard excavation equipment, the Customer shall be responsible for the additional cost of removing the rock to allow for the continuation of the Work. If excavation is being done by boring and rock is encountered during the process and requires removal of asphalt, concrete or landscaping replacement will be by others and not included in this price.
- c. **Limited right to Termination.** In the event Unforeseen Conditions are encountered as described in this Section, and Customer determines that the increased cost associated with completing the Work pursuant to Section 14(a) or Section 14(b) above is not feasible for Customer, then Customer shall have the right to terminate the Proposal within five (5) days after Customer learns of such Unforeseen Condition by providing written notice to Contractor of such termination. In the event that Customer terminates pursuant to this Section 14(c), Contractor shall promptly furnish Customer with an invoice that includes the cost of all work performed, and materials and other supplies used and/or

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purchased in connection with the Work prior to the date of Customer's termination. Customer shall pay such invoice within five (5) days of receipt.

**15. Customer Representations.**

- a. Electrical and Water Supply. Customer shall be solely responsible for ensuring that there is an adequate electrical power supply for the Work. Customer shall also be solely responsible for ensuring that there is an accessible water supply for testing and operating for the Work.
- b. Access. Customer shall ensure that Contractor has unrestricted access to areas required to complete the Work. Customer shall also ensure that while the Work is being completed, Customer and third parties do not enter Work areas. Customer shall indemnify and hold Contractor harmless from any and all cost, obligation or liability which may be incurred as a result of Customer or any other third parties entering the Work areas.
- c. External Work.
  - i. *Erosion Control Measures.* Customer shall be responsible for erosion control measures during and after the Work, including compliance with any and all applicable local ordinances. Customer acknowledges that, after the completion of the Work, the Work site shall be graded to match existing surface drainage only. No finish grading or landscaping is included in the Work. Areas excavated in order to complete the Work may settle for an indefinite amount of time after the Work is completed, and Customer acknowledges that it is Customer's responsibility to fill the Work site as Customer deems necessary. Any removal of excavated soil from the Work site shall be at Customer's expense.
  - ii. *Property Boundaries.* Customer is responsible for locating and informing the Contractor of the location of all property lines. Contractor may require Customer, at Customer's expense, to provide a licensed surveyor's map of the property showing the relevant property lines.
- d. Indemnification. Customer hereby acknowledges that Contractor shall not be liable for any damage to the completed Work caused by the actions or omissions of Customer and/or third parties, or for Customer's failure to adhere to the operation and maintenance instructions promulgated by system designers and/or manufacturers.
- e. Binding Agreement. Customer hereby acknowledges that the person or persons executing the Proposal on behalf of Customer have the authority to bind Customer, and shall be personally and individually liable for all sums and damages pursuant to the Contract. If more than one person signs the Proposal, each person signing shall be jointly and severally liable for all sums and damages due under the Contract.

- f. Insurance. Customer is responsible to maintain property insurance with Fire, Course of Construction, all Physical Loss with Vandalism and Malicious Mischief clauses attached in a sum at least equal to the Contract Price. Such insurance shall name Contractor as an additional insured. Customer shall provide a certificate of insurance to Contractor upon request. Prior to and during performance of this contract if the project is destroyed or damaged by accident, disaster, calamity, theft or vandalism, work or materials supplied by Contractor in reconstructing or restoring the project shall be paid for by Customer as extra work.

**16. Limited Warranty; Disclaimer.**

- a. Limited Warranty. The Contractor warrants to the Customer that the Work will be free from defects for a period of one (1) year from the date of substantial completion. If the Customer should discover any of the Work to be defective and gives the Contractor written notice of the defect within such one (1) year warranty period, the Contractor shall correct the defect promptly after receipt of the written notice, unless the Customer has previously given Contractor a written acceptance of such defective condition.
- b. DISCLAIMER. THE CONTRACTOR'S ONE (1) YEAR WARRANTY OBLIGATION, AS SET FORTH IN SECTION 15(a), REPRESENTS THE ONLY WARRANTY CONFERRED ON THE CUSTOMER BY THE CONTRACTOR. THE CONTRACTOR EXPRESSLY DISCLAIMS ANY AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR ANY OTHER WARRANTIES IMPLIED BY COMMON LAW OR STATUTE.
- c. Third Party Work. Contractor in no way guarantees the performance, suitability, design or actions of any third party, including but not limited to any engineers, soil scientists, or governmental agencies in furtherance of the Work. Such third-party work shall not be covered by the warranty set forth in Section 16(a).
- d. Manufacturer Warranties. The limitations of warranty set forth in Section 16 shall only apply to the Contractor's obligations to the Customer. Such limitations and disclaimers are not intended to affect any separate warranty rights directly conferred on the Customer by any manufacturer of equipment or materials used in the Work.

17. **Indemnification by Customer.** Customer shall indemnify, defend, and hold harmless Contractor, its officers, directors, employees, agents, and affiliates (collectively, "**Indemnified Parties**") from and against any and all losses, liabilities, damages, costs, and expenses (including reasonable attorneys' fees) arising out of or relating to any third-party claims, actions, or demands (collectively, "**Claims**"), as well as Claims made by Customer, to the extent such Claims arise from: (a) Customer's breach of this Agreement; (b) Customer's negligence or willful misconduct; (c) Customer's use or misuse of the products that are the

subject or related to the Work; (d) Customer's failure to maintain safe conditions at the service location; (e) loss, damage, or destruction of Customer's property; (f) Bodily injury or death of any person at the service location. Notwithstanding the foregoing, Customer shall not be liable to the Indemnified Parties for any Claims that accrue directly from Contractor's gross negligence or willful misconduct.

18. **Limitation of Liability.** NOTWITHSTANDING ANYTHING TO THE CONTRARY CONTAINED HEREIN, IN NO EVENT SHALL CONTRACTOR BE LIABLE TO CUSTOMER FOR ANY SPECIAL, INDIRECT, CONSEQUENTIAL, INCIDENTAL, OR PUNITIVE DAMAGES, HOWEVER CAUSED, ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER IN CONTRACT, TORT, OR ANY OTHER THEORY. CONTRACTOR'S TOTAL AGGREGATE LIABILITY UNDER OR RELATED TO A PROPOSAL SHALL NOT EXCEED THE CONTRACT PRICE OF SUCH PROPOSAL.

19. **Customer's Right to Terminate for Cause.** If the Contractor persistently and repeatedly fails to supply proper materials and skilled workers, disregards ordinances, regulations or orders of a public authority, or fails to otherwise materially comply with the provisions of the Contract, the Customer may give the Contractor written notice of the intent to terminate for cause. If the Contractor has not initiated reasonable efforts to remedy the breach within seven (7) business days thereafter, the Customer may give written notice of termination. Upon such termination, Customer shall pay for all services rendered and goods purchased, and installed as of the date of termination.

20. **Governing Law; Choice of Venue.** The Contract shall be governed and interpreted under the laws governing the location of where the Work is performed. Should any dispute arise out of the Contract, or related to the Contract, such dispute shall be brought exclusively in the state and federal courts having jurisdiction over the location where the Work was or will be performed, and the Contractor and the Customer irrevocably submit to the personal jurisdiction and venue of such courts.

21. **Special Disclosures.** The special disclosures attached hereto as Schedule A (the "**Special Disclosures**") are incorporated herein depending on the performance location of the Work as specified in the Special Disclosures.

22. **Assignability.** Subject to Contractor's right to subcontract pursuant to Section 23 below, a Proposal may not be assigned by either party hereto without the consent in writing of the other party. Notwithstanding the foregoing, Contractor may assign all or part of the Contract without Customer's prior written consent in connection with (a) the sale of all or substantially all of Contractor's assets or ownership interests, (b) Contractor's merger with another entity, or (c) a corporate restructuring of Contractor.

23. **Subcontracting.** Contractor shall be permitted to subcontract all or part of the Work in Contractor's sole and absolute discretion. If Contractor subcontracts all or part of the Work, Contractor shall provide notice to Customer within a reasonable amount of time thereafter.

24. **Severability.** If any provision of the Contract is held to be invalid, illegal, or unenforceable in any respect under any applicable law in any jurisdiction, such invalidity,

illegality, or unenforceability shall not affect the validity, legality, or enforceability of any other provision of the Contract in that jurisdiction or any other jurisdiction. In such case, the Contract shall be reformed, construed, and enforced in such jurisdiction as if such invalid, illegal, or unenforceable provision had never been contained herein.

25. **Attorneys' Fees.** Customer agrees to pay all collection fees and charges including but not limited to all attorneys' fees and other legal expenses and costs that result should the Customer default in payment its payment obligations. If litigation arises out of this contract, prevailing party shall be entitled to all legal, arbitration and attorneys' fees.

26. **Force Majeure.** Contractor shall not be liable for any failure or delay in the performance of its obligations under the Contract to the extent such failure or delay is caused by events beyond its reasonable control, including, but not limited to, acts of God, war, terrorism, riots, civil unrest, fire, flood, earthquake, epidemic, pandemic, strike, or any action or inaction by a government or governmental agency (each, a "**Force Majeure Event**"). Contractor shall promptly notify the Customer of the occurrence of a Force Majeure Event and shall use commercially reasonable efforts to mitigate the effects of such event and resume performance as soon as reasonably practicable. Customer's obligations, including payment obligations, shall not be excused or delayed by any Force Majeure Event affecting the Contractor.

27. **Entire Agreement.** The Contract, as may be amended by any duly executed change orders, constitutes the entire agreement and understanding of Contractor and Customer. No portion of the Contract shall be amended, altered or waived in any matter unless such amendment, alteration or waiver is in writing and signed by both parties.

[Schedule Begins on Next Page]

## SCHEDULE A

### SPECIAL DISCLOSURES

- A. Virginia. If the Customer is deemed a residential consumer under Virginia law, then the following disclosures, mandated by the Virginia Department of Professional and Occupational Regulations apply: the Commonwealth of Virginia provides for a Virginia Contractor Recovery Fund and affected consumers may secure fund information at: [www.dpor.virginia.gov/boards/contractors\\_recovery\\_fund/](http://www.dpor.virginia.gov/boards/contractors_recovery_fund/).
- B. West Virginia. If the Customer is deemed a residential consumer under West Virginia law, then the following special provisions shall apply:
- a. Contractor represents and warrants that it has a valid and current general liability insurance policy.
  - b. If Contractor enters into any subcontracts for the Work, such subcontracts will be in writing and shall (1) include all provisions required under West Virginia law, and (2) ensure that any such subcontractor has a current general liability insurance policy.
- C. Michigan. If the Customer is deemed a residential consumer under Michigan law, then the following disclosure, mandated by the Michigan law apply:
- a. **Notice to Customer: (1) Do not sign this contract before you read it. (2) You are entitled to a completely filled-in copy of this contract. (3) Under the law, you have the right to pay off in advance the full amount due and, under certain conditions, to obtain a partial refund of the finance charge. (4) You may rescind or cancel this contract, not later than 5 p.m. on the business day following the date thereof by giving written notice of rescission to the contractor or his agent at his place of business given in the contract or by mailing the notice or cancellation to the contractor to his place of business given in the contract by depositing a properly addressed certified letter in a United States post office or mail box, but if you rescind after 5 p.m. on the business day following, you are still entitled to offer defenses in mitigation of damages and to pursue any rights of action or defenses that arise out of the transaction.**



## Statement

Date: 8/21/2025

Please remit to:  
Adams Heating, Cooling and Plumbing  
3123 N Oceana Dr  
Hart, MI 49420  
(231)-873-2665  
MI Mechanical Contractor License #7102699  
MI Plumbing Contractor License #8001328

Bill to:  
Pentwater Township Hall  
P.O. Box 512  
Pentwater, MI 49449 USA

**PAST DUE - PLEASE REMIT**

| Invoice # | Type | Customer PO | Project Invoice # | Invoiced On | Technicians | Location                 | Due Date | Total    | Payments | Balance  | Subtotal |
|-----------|------|-------------|-------------------|-------------|-------------|--------------------------|----------|----------|----------|----------|----------|
| 18740161  |      |             |                   | 7/18/25     | Austin B.   | 500 North Hancock Street | 7/18/25  | \$291.00 | \$0.00   | \$291.00 | \$291.00 |

|         |        |          |         |        |
|---------|--------|----------|---------|--------|
| \$0.00  | \$0.00 | \$291.00 | \$0.00  | \$0.00 |
| Current | <= 30  | 30 - 60  | 60 - 90 | > 90   |

|                |                |          |
|----------------|----------------|----------|
| \$291.00       | \$0.00         | \$291.00 |
| Total Invoices | Total Payments | Balance  |



(nb)e

**Plante & Moran, PLLC**  
P.O. Box 307  
3000 Town Center, Suite 100  
Southfield, MI 48075  
Tel: 248.352.2500  
Fax: 248.352.0018  
plantemoran.com

August 22, 2025

Ms. Heather Douglas  
Pentwater Township  
500 N. Hancock Street  
P.O. Box 512  
Pentwater, MI 49449

Dear Heather:

Thank you for your selection of Plante & Moran, PLLC ("PM") to assist you. This letter and the accompanying Professional Services Agreement, which is hereby incorporated as part of this engagement letter, confirms our understanding of the nature, limitations, and terms of the services PM will provide to Pentwater Township ("Client").

#### **Scope of Services**

We will provide temporary financial assistance at your discretion. Our work product will be in the form of preparing and reviewing financial schedules and analysis created under the direction and supervision of Heather Douglas. Our consulting services may be provided to assist you with such activities and tasks as:

- Assistance with tax account reconciliation
- Other accounting related tasks and services as requested by the Pentwater Township

It should be noted that at no time during this engagement will we be responsible for making investment decisions, signing checks, making bank transfers, initiating ACH or wire transfers, or handling cash in any way. We will not be responsible for processing payroll, remitting payroll taxes, or filing payroll tax forms. These responsibilities remain with the Client or other external parties.

Due to our geographic location in comparison to yours, we expect our work will all be performed remotely. While working remotely, we will rely on the Pentwater Township to provide any electronic documents we require, and remote access to the general ledger and other electronic systems. Meetings and presentations between PM and the Pentwater Township will be conducted by telephone, Microsoft Teams, or another video conferencing platform. If additional work will be requested by the Pentwater Township that is not specified above, we will confirm in writing in the aforementioned addendum to this letter.

Remote access to the General Ledger and other systems is a key component of our service model. The time required to gain access can vary greatly between clients, but the primary driver of that time is the cooperation of your technology staff or vendor. Time incurred by our staff will be billed to Pentwater Township at the same hourly rates listed below.

### **Fees and Payment Terms**

The fee for our services, subject to the terms and conditions of the accompanying Professional Services Agreement, will be based on the actual time that staff expend and will be billed at the blended discounted hourly rate of \$190 per hour.

The rates listed above will increase by CPI on July 1, 2026 and annually thereafter should you continue to utilize this service. We reserve the right to make additional changes to our hourly rates given prevailing market conditions; however, you will be notified before incurring time at the new adjusted rate.

Any other projects or consulting services in addition to the ones noted above may be requested by Client management. Fees for those additional services will be negotiated and included in a separate engagement letter.

As you probably realize, our primary cost is salaries that are paid currently. Accordingly, our invoices, which will be rendered as services are provided are due when received. In the event an invoice is not paid timely, a late charge in the amount of 1.25 percent per month will be added, beginning 30 days after the date of the invoice. Our invoices are generally sent from plantemoran@myworkday.com. Please ensure that the appropriate parties have added plantemoran@myworkday.com to their safe senders listing to facilitate proper delivery of our invoices. In the event you are unable to accept electronic delivery of our invoices, please notify a member of the engagement team as soon as possible.

For your convenience, payments can be made via domestic wire or ACH to the following account:

Domestic Wire

Bank of America  
100 West 33<sup>rd</sup> Street  
New York, NY 10001  
Account No. 9890996003  
Routing/ABA No. 026009593  
Account Name: Plante & Moran, PLLC  
Account Address: 3000 Town Center  
Suite 100  
Southfield, MI 48075

ACH

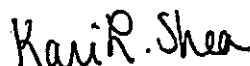
Bank of America  
1401 Elm Street 2<sup>nd</sup> Floor  
Dallas TX 75202  
Account No. 9890996003  
Routing/ABA No. 071000039  
Account Name: Plante & Moran, PLLC  
Account Address: 3000 Town Center  
Suite 100  
Southfield, MI 48075

If you are in agreement with our understanding of this engagement, as set forth in this engagement letter and the accompanying Professional Services Agreement, please sign the enclosed copy of this letter and return it to us with the accompanying Professional Services Agreement.

Thank you for the opportunity to serve you.

Very truly yours,

**Plante & Moran, PLLC**



Kari L. Shea, CPA  
Partner

Ms. Heather Douglas  
Pentwater Township

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August 22, 2025

**Agreed and Accepted**

**We accept this engagement letter and the accompanying Professional Services Agreement (collectively "Agreement"), which set forth the entire agreement between Pentwater Township and Plante & Moran, PLLC with respect to the services specified in the Scope of Services section of this engagement letter.**

Pentwater Township

\_\_\_\_\_  
Heather Douglas

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

## Professional Services Agreement – Temporary Finance Assistance

### Addendum to Plante & Moran, PLLC Engagement Letter

The terms of this Professional Services Agreement are incorporated into the accompanying engagement letter, (collectively, the Professional Services Agreement and the accompanying engagement letter are referred to herein as "Agreement") for temporary finance assistance services dated August 22, 2025 between Plante & Moran, PLLC (referred to herein and in such letter as "PM") and Pentwater Township (referred to as "Client"). Any work performed in connection with the engagement before the date of this letter will also be governed by the terms and conditions of this Agreement.

1. **Management Responsibilities** – The temporary finance services PM will provide are advisory in nature. While providing these services, PM will have no authority or responsibility for any management decisions or management functions. Further, Client acknowledges that Client is solely responsible for all such management decisions and management functions. Client will also be responsible for evaluating the adequacy and results of the services PM will provide and accepting responsibility for the results of those services. Client has designated Heather Douglas to oversee the services PM will provide.

Client is responsible for the design, implementation, and maintenance of internal controls, including monitoring ongoing activities in connection with our engagement.

PM accepts no responsibility as a responsible party for the payment of taxes of any nature, including, but not limited to income, withholding, sales, excess of other taxes assessed at the Federal, State or local levels that may be owed or otherwise arise.

Client represents and warrants that any and all information that it transmits, or otherwise makes available, to PM will be done so in full compliance with all applicable federal, state, local, and foreign privacy and data protection laws, as well as all other applicable regulations and directives, as may be amended from time to time (collectively, "Data Privacy Laws"). Client shall not disclose personal data of data subjects ("Personal Data") who are entitled to certain rights and protections afforded by Data Privacy Laws to PM without prior notification to PM. Client shall make reasonable efforts to limit the disclosure of Personal Data to PM to the minimum necessary to accomplish the intended purpose of the disclosure to PM.

2. **Review and Supervision** – Client understands and acknowledges that all PM staff assigned to this project are working solely at Client's direction and agree that all work performed will be subject to the same supervision, review, and approval practices that Client undertakes with its own staff. It is understood that, in accordance with the terms of this Agreement, the work of PM staff assigned to this project will not be reviewed by any other person at PM. Client is solely responsible for supervision, review and approval of the work performed, including review and approval of any journal entries prepared by PM staff prior to posting.
3. **Nature and Limitations of Services** – PM's project activities will be based on information and records provided by Client. PM will rely on such underlying information and records and PM's project activities will not include audit or verification of the information and records provided to PM in connection with PM's project activities.

The project activities PM will perform will not constitute an examination or audit of any Client financial statements or any other items, including Client's internal controls. If Client requires financial statements or other financial information for third-party use, or if Client requires tax preparation or consulting services, a separate engagement letter will be required. Accordingly, Client agrees not to associate or make reference to PM in connection with any financial statements or other financial information of Client. In addition, PM's engagement is not designed and cannot be relied upon to disclose errors, fraud or illegal acts that may exist. However, PM will inform Client of any such matters that come to PM's attention.

In performing services under this agreement, PM will not provide any advice with respect to municipal financial products or the issuance of municipal securities, nor will it act as a municipal advisor as defined by 15 U.S.C. § 78o-4. To the extent Client requires services from a municipal advisor in connection with this engagement, Client represents that it will engage and rely on the advice of an independent registered municipal advisor. Client affirms its understanding that PM is not a registered municipal advisor and that it therefore is not subject to the fiduciary duties imposed on such advisors under federal law.

4. **Project Deliverables** – At the conclusion of PM's project activities and periodically as the project progresses, PM will review the results of the project work with Client and provide Client with any observations related to PM's services that PM believes warrant Client's attention. PM also will provide Client with copies of analyses, tax filings, or other materials that PM may develop in the course of this engagement upon Client's request. PM will not issue a written report as a result of this engagement and Client agrees that the nature and extent of the work product that PM will provide, as outlined in this Agreement, are sufficient for Client's purposes.

5. **Confidentiality, Ownership, and Retention of Workpapers** – During the course of this engagement, PM and PM staff may have access to Client's confidential, proprietary information, including, but not limited to, information regarding general ledger balances, financial transactions, trade secrets, business methods, plans, or projects. PM acknowledges that such information, regardless of its form, is confidential and proprietary to Client. PM will comply with all applicable ethical standards, laws, and regulations as to the retention, protection, use and distribution of such confidential client information. Except to the extent set forth herein, PM will not disclose such information to any third party without the prior written consent of Client.

In the interest of facilitating PM's services to Client, PM may communicate or exchange data by internet, e-mail, facsimile transmission, or other electronic methods. While PM will use its best efforts to keep such communications and transmissions secure in accordance with PM's obligations under applicable laws and professional standards, Client recognizes and accepts that PM has no control over the unauthorized interception of these communications or transmissions once they have been sent, and consents to PM's use of these electronic devices during this engagement.

Because the work performed under this Agreement is subject solely to Client's review and supervision, we do not expect that we will need to retain detailed workpapers supporting our work. Workpapers and documentation created will be provided to the Client to maintain as part of Client's accounting records. If, however, we conclude to retain copies of such workpapers or documentation, such workpapers retained in the course of this engagement are and shall remain the property of PM. PM will maintain the confidentiality of all such workpapers as long as they remain in PM's possession.

Both Client and PM acknowledge, however, that PM may be required to make its workpapers available to regulatory authorities or by court order or subpoena in a legal, administrative, arbitration, or similar proceeding in which PM is not a party. Disclosure of confidential information in accordance with requirements of regulatory authorities or pursuant to court order or subpoena shall not constitute a breach of the provisions of this Agreement. In the event that a request for any confidential information or workpapers covered by this Agreement is made by regulatory authorities or pursuant to a court order or subpoena, PM agrees to inform Client in a timely manner of such request and to cooperate with Client should Client attempt, at Client's cost, to limit such access. This provision will survive the termination of this Agreement. PM's efforts in complying with such requests will be deemed billable to Client as a separate engagement. PM shall be entitled to compensation for its time and reasonable reimbursement of its expenses (including legal fees) in complying with the request.

PM reserves the right to destroy, and it is understood that PM will destroy, workpapers created in the course of this engagement in accordance with PM's record retention and destruction policies, which are designed to meet all relevant regulatory requirements for retention of workpapers. PM has no obligation to maintain workpapers other than for its own purposes or to meet those regulatory requirements.

6. **Data Access Management and Consent** – PM has operations both in and outside the United States and may, from time to time and at its reasonable discretion, use third-party service providers both in and outside the United States in support of its operations and the services for Client (individually and collectively "Third-Party Provider(s)"). Third-Party Providers may include, for example and without limitation, PM's international affiliates that support PM's domestic operations, cloud service providers that support PM's infrastructure in general, or independent contractors that serve to supplement a particular engagement team's services for specific engagements. In such circumstances, PM will be solely responsible for the provision of any services by such Third-Party Providers and, where such Third-Party Providers' services involve the accessing or processing of Client data, PM will require Third-Party Providers to maintain the confidentiality of any such data and not use such data for any purpose unrelated to assisting with PM's services for Client. In turn, Client, by its duly authorized signature on the accompanying engagement letter, consents to PM disclosing or otherwise allowing access to Client's data to such Third-Party Providers for such purposes. Client further acknowledges that, from time to time, PM representatives may have occasion to access Client data from outside the United States, for example and without limitation, when such PM representative(s) reside in or travel to another country. In such instances, PM agrees to use data access and storage protocols designed to reasonably safeguard data and Client consents to PM accessing Client data from outside of the United States under such circumstances.
7. **Fee Quotes** – In any circumstance where PM has provided estimated fees, fixed fees, or not-to-exceed fees ("Fee Quotes"), these Fee Quotes are based on responsibilities under the scope of services. PM's services frequently depend upon the availability and cooperation of those Client personnel relevant to PM's project activities and providing needed information to PM in a timely and orderly manner. In the event that undisclosed or unforeseeable facts regarding these matters causes the actual work required for this engagement to vary from PM's estimates, the estimated fees will be adjusted for the additional time PM incurs as a result.

In any circumstance where PM's work is rescheduled due to Client's failure to provide information or assistance necessary for the engagement, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadline related to the completion of the work. Because rescheduling work imposes

## ***Professional Services Agreement – Temporary Finance Assistance***

additional costs on PM, in any circumstance where PM has provided estimated fees, those estimated fees may be adjusted for additional time PM incurs as a result of rescheduling its work.

PM will use best efforts to advise Client in the event any circumstances occur which would require PM's work to be rescheduled. However, it is acknowledged that the exact impact on the Fee Quotes may not be determinable until the conclusion of the engagement. Such fee adjustments will be determined in accordance with the Fee Adjustments provision of this Agreement.

8. **Payment Terms** – PM invoices for professional services are due upon receipt unless otherwise specified in this engagement letter. In the event any of PM's invoices are not paid in accordance with the terms of this Agreement, PM may elect, at PM's sole discretion, to suspend work until PM receives payment in full for all amounts due or terminate this engagement. In the event that work is suspended, for nonpayment or other reasons, and subsequently resumed, PM offers no guarantee, express or implied, that PM will be able to meet any previously established deadlines related to the completion of PM's services upon resumption of PM's work, whether imposed by agreement or by law. Client agrees that in the event that work is suspended, for non-payment or other reasons, PM shall not be liable for any damages that occur as a result of PM ceasing to render services.
9. **Fee Adjustments** – Any fee adjustments for reasons described in this Agreement will be determined based on the actual time expended by PM staff at PM's current hourly rates, plus all reasonable and necessary travel and out-of-pocket costs incurred and included as an adjustment to PM's invoices related to this engagement. Client acknowledges and agrees that payment for all such fee adjustments will be made in accordance with the payment terms provided in this Agreement.
10. **Beneficial Ownership Reporting** – Beginning January 1, 2024, the Corporate Transparency Act ("CTA") requires certain companies to provide specified information related to beneficial ownership to FinCEN, a bureau of the United States Department of Treasury. Failure to comply with the beneficial ownership reporting requirements established by the CTA may be punishable by civil fines and criminal penalties.

PM's services shall not consist of the provision of advice regarding the CTA and its beneficial ownership reporting requirements or any similar reporting requirements, or the preparation and/or the submission of beneficial ownership reports. PM recommends that any Client requiring such services should contact Client's legal counsel.

11. **Conditions of PM Visit to Client Facilities** – Client agrees that some or all of PM's services may be provided remotely. In order to facilitate the provision of services remotely, Client agrees to provide documentation and other information reasonably required by PM for PM's performance of the engaged services electronically to the extent possible throughout the course of the engagement. In the event in-person visits to Client's facility(ies) are requested by Client or otherwise determined by PM to be necessary for the performance of the engaged services, Client agrees, upon PM's request, to provide to PM Client's policies and procedures that Client has implemented relating to workplace safety and the prevention of the transmission of disease at its facility(ies). In addition, Client affirms that it is in compliance with applicable Centers for Disease Control and Prevention and OSHA guidance pertaining to the prevention of the transmission of disease (collectively, "Applicable Preventative Guidance") and agrees that it shall continue to comply with Applicable Preventative Guidance throughout any in-person visits by PM to Client's facility(ies). Notwithstanding the foregoing, PM reserves the right to suspend or refrain from any in-person visit by PM to Client's facility(ies) or impose further conditions on any such in-person visit if and as PM deems necessary. Client agrees and acknowledges that any determination by PM to visit Client's facility(ies) is not and shall not be construed to be or relied on by Client as a determination by PM of Client's compliance with Applicable Preventative Guidance.
12. **Exclusion of Certain Damages** – Except to the extent finally determined to have resulted from PM's gross negligence or willful misconduct, Client agrees to limit the liability of PM or any of PM's officers, directors, partners, members, managers, employees, affiliated, parent or subsidiary entities, and approved third party service providers (collectively, "PM Persons") for any and all claims, losses, costs, and damages of any nature which arise from the PM Persons' provision of services so that the total aggregate liability of PM and/or the PM Persons to Client shall not exceed the total fees paid by Client to PM for the specific services provided in connection with this Agreement. Client and PM agree that these limitations on PM's maximum liability are reasonable in view of, among other things, the scope of the services PM is to provide, Client's responsibility for the management functions associated with PM's consulting services, and the fees PM is to receive under this engagement. In no event shall PM be liable for any claim, whether a claim be in tort, contract, or otherwise, for any consequential, indirect, lost profit, punitive, exemplary, or other special damages. PM and Client agree that these limitations apply to any and all liabilities or causes of action against PM, however alleged or arising, unless to the extent otherwise prohibited by law. This provision shall survive the termination of this engagement.

In the event this Agreement expressly identifies multiple phases of services, the total aggregate liability of PM to Client shall be limited to no more than the total amount of fees paid by Client for the particular phase of services alleged to have given rise to any such liability.

**Professional Services Agreement – Temporary Finance Assistance**

13. **Receipt of Legal Process** – In the event PM is required to respond to a subpoena, court order, or other legal process (in a matter involving Client but not PM) for the production of documents and/or testimony relative to information PM obtained and/or prepared during the course of this engagement, Client agrees to compensate PM for the affected PM staff's time at such staff's current hourly rates, and to reimburse PM for all of PM's out-of-pocket costs incurred associated with PM's response unless otherwise reimbursed by a third party.
14. **Termination of Engagement** – This engagement may be terminated by either party upon written notice. Upon notification of termination of this engagement, PM will cease providing services under the engagement. Client shall compensate PM for all time expended and reimburse PM for all out-of-pocket expenditures incurred by PM through the date of termination of this engagement.
15. **Entire Agreement** – This Agreement is contractual in nature and includes all of the relevant terms that will govern the engagement for which it has been prepared. The terms of this Agreement supersede any prior oral or written representations or commitments by or between the parties regarding the subject matter hereof. Any material changes or additions to the terms set forth in this Agreement will only become effective if evidenced by a written amendment to this Agreement, signed by all of the parties.
16. **Severability** – If any provision of this Agreement (in whole or part) is held to be invalid or otherwise unenforceable, the other provisions shall remain in full force and effect.
17. **Defense, Indemnification, and Hold Harmless** – As a condition of PM's willingness to perform the services provided for in the engagement letter, Client agrees to defend, indemnify and hold PM and the PM Persons harmless against any claims by third parties for losses, claims, damages, or liabilities, to which PM or the PM Persons may become subject in connection with or related to the services performed in the engagement, unless a court having jurisdiction shall have determined in a final judgment that such loss, claim, damage, or liability resulted primarily from the willful misconduct or gross negligence of PM, or one of the PM Persons. This defense, indemnity and hold harmless obligation includes the obligation to reimburse PM and/or the PM Persons for any legal or other expenses incurred by PM or the PM Persons, as incurred, in connection with investigating or defending any such losses, claims, damages, or liabilities.
18. **Conflicts of Interest** – PM's engagement acceptance procedures include a check as to whether any conflicts of interest exist that would prevent acceptance of this engagement. No such conflicts have been identified. Client understands and acknowledges that PM may be engaged to provide professional services, now or in the future, unrelated to this engagement to parties whose interests may not be consistent with interests of Client.
19. **Force Majeure** – Neither party shall be deemed to be in breach of this Agreement as a result of any delays or nonperformance directly or indirectly resulting from circumstances or causes beyond its reasonable control, including, without limitation, fire or other casualty, acts of God, war, other violence, epidemic, pandemic or other public health emergency or government mandated shut down (each individually a "Force Majeure Event"). A Force Majeure Event shall not excuse any payment obligation relating to fees or costs incurred prior to any such Force Majeure Event.
20. **Electronic Signatures** – The parties intend that any electronic signature shall be given full legal effect as if it were a handwritten signature.
21. **Governing Law** – This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan, and jurisdiction over any action to enforce this Agreement, or any dispute arising from or relating to this Agreement shall reside exclusively within the State of Michigan.

**End of Professional Services Agreement –Temporary Finance Assistance Services**

(nh) f

# RYAN'S LAWN CARE

5156 LATTIN RD. - PENTWATER, MI. 49449  
RYAN PATTERSON  
(231) 845-9889

## PROPOSAL AND ACCEPTANCE

### PROPOSAL SUBMITTED TO :

Pentwater Township Cemetery

### PHONE :

869-6231

### DATE :

9-5-25

### STREET :

P.O. Box 512

### JOB NAME :

Fall Cleanup 2025

### CITY, STATE, AND ZIP CODE :

Pentwater MI 49449

I hereby submit specifications and estimates for :

Fall cleanup and Disposal

- Job will be completed when the majority of leaves have fallen.

I Propose to furnish material and labor - complete in accordance with above specifications,  
for the sum of :

Five thousand three hundred thirteen & 00/100 Dollars (\$ 5313.00 )

Payment to be made as follows:

To be billed and payed in full when job is completed

Authorized Signature :

AS

**Acceptance of Proposal** - The above prices, specifications  
and conditions are satisfactory and are hereby accepted. You  
are authorized to do the work as specified. Payment will be  
made as outlined above.

Date of Acceptance : AS

## RYAN'S LAWN CARE

5156 LATTIN RD. - PENTWATER, MI. 49449  
RYAN PATTERSON  
(231) 845-9889

## PROPOSAL AND ACCEPTANCE

PROPOSAL SUBMITTED TO :

Pentwater Township Cemetery

PHONE :

849.6231

DATE :

4-5-25

STREET :

P.O. Box 512

JOB NAME :

Spring Cleanup 2026

CITY, STATE, AND ZIP CODE :

Pentwater MI 49449

I hereby submit specifications and estimates for :

Spring cleanup and disposal

- Job will be completed by Memorial Day Weekend.
- Price may change if Fall cleanup is NOT completed due to weather

I Propose to furnish material and labor - complete in accordance with above specifications,  
for the sum of :

Three thousand seven hundred fifty five <sup>00</sup>/<sub>100</sub> Dollars (\$ 3795.00 )

Payment to be made as follows:

To be billed and paid in full when job is completed.

Authorized Signature :

\$

**Acceptance of Proposal** - The above prices, specifications  
and conditions are satisfactory and are hereby accepted. You  
are authorized to do the work as specified. Payment will be  
made as outlined above.

Date of Acceptance : \$

# RYAN'S LAWN CARE

5156 LATTIN RD. - PENTWATER, MI. 49449  
RYAN PATTERSON  
(231) 845-9889

## PROPOSAL AND ACCEPTANCE

PROPOSAL SUBMITTED TO :  
Pentwater Township Office

PHONE :  
869-6231

DATE :  
4-5-25

STREET :  
500 N. Hancock St.

JOB NAME :  
Snowplowing 2025/2026 season

CITY, STATE, AND ZIP CODE :  
Pentwater MI 49449

I hereby submit specifications and estimates for :

- Snowplowing will be done whenever 2" or more of snow  
has accumulated.

- Price is per. time

|               |   |                     |     |
|---------------|---|---------------------|-----|
| - Snowplowing | = | \$ 65 <sup>00</sup> | 18% |
| - Shovelinq   | = | \$ 45 <sup>00</sup> | 10% |
| - Salting     | = | \$ 55 <sup>00</sup> | 28% |

I Propose to furnish material and labor -- complete in accordance with above specifications,  
for the sum of :

One hundred sixty five 00/100 Dollars (\$ 165.00 )

Payment to be made as follows:

To be billed and payed in full at the end of the month.

Authorized Signature :

A

Acceptance of Proposal -- The above prices, specifications  
and conditions are satisfactory and are hereby accepted. You  
are authorized to do the work as specified. Payment will be  
made as outlined above.

Date of Acceptance A

## ***Pentwater Township***



### ***PROCLAMATION – CITIZEN OF THE YEAR***

#### ***Bart Zachrich***

**WHEREAS**, Bart Zachrich was known for his commitment to making Pentwater an exceptional community for all. He willingly and passionately took on leadership roles in the Pentwater Service Club, the Centenary United Methodist Church and in the Pentwater Historical Society. In his numerous roles within the community, Bart is consistently warm and supportive to friends, residents, and visitors alike.

**WHEREAS**, in the Pentwater Service Club, Bart arranged speakers for the weekly program for four years (30 speakers a year). He likewise managed the caramel corn production schedule, sold hot dogs in the Duncan Wagon, and served as President and Vice President.

**WHEREAS**, at the Centenary United Methodist Church, Bart served as chair of the Church Council and worked faithfully in the kitchen and dining room for the Wednesday night Community Dinners and was always available to help where needed.

**WHEREAS**, Bart's used his creative mind and energy at the Pentwater Historical Society serving as vice President, Treasurer, and as a docent. His love of history and people made him a perfect match for the mission of Historical Society.

**NOW THEREFORE**, the Board of the Pentwater Township, Michigan hereby proclaims our sincere appreciation to Bart Zachrich, as the Village of Pentwater "2025 Citizen of the Year" on this, the 11th day of September 2025.

#### ***Pentwater Township Board:***

\_\_\_\_\_  
Lynne Cavazos, Supervisor

\_\_\_\_\_  
Heather Douglas, Treasurer

\_\_\_\_\_  
Maureen Murphy, Clerk

\_\_\_\_\_  
Mike Flynn, Trustee

\_\_\_\_\_  
Dean Holub, Trustee

(nb)g

## **MEMORANDUM**

To: Pentwater Township Board of Trustees  
From: Keith Edwards, Zoning Administrator  
Date: September 2, 2025  
Subject: **Proposed Fee Changes for Zoning Ordinance Administration**

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### **Introduction**

The last time the Township Board asked me to review the Pentwater Township fee schedule was in 2018, at that time, the last revision was in 2007, where the Board approved my recommended changes in June of 2018. In 2022, the Fee Schedule was revised, but the Township did not raise fees. The schedule was only changed to reflect the review fees that require escrow amounts of a minimum of \$750.00 to reimburse the Township for the cost of Planning and Engineering Consultants, Attorneys or other professionals that may be needed to complete a review.

Within the last 2-3 years, we have seen prices rise, and the Township has increased salaries based on the Consumer Price Index or rate of inflation, and in at least 2 of the 3 years, salaries rose by up to 5% per year.

Enclosed with this memorandum are the fee schedules of other select communities within Oceana County, and an estimate of the time it takes, generally, to process certain applications with consideration for the cost to the Township.

### **Background**

I have requested select fee schedules of all other municipalities in Oceana County. Of the schedules I received, please understand that there is very little consistency among the required fees across the area.

For comparison, I have enclosed our current Fee Schedule, and a proposed Fee Schedule, with the proposed (approximately \$10%) increase shown in red font color.

### **Recommendation**

Please consider raising the fees shown in red font on the enclosed Fee Schedule, the last page with this memorandum. Staff will likely return in March of 2026 with some revisions that may include review fees for property combinations, division of platted lots, boundary line adjustments, waterfront regulation modifications (Section 3.31 of the Zoning Ordinance), signs and text amendments to the Zoning Ordinance.

**PENTWATER TOWNSHIP ZONING ADMINISTRATION FEE SCHEDULE**

**Routine Zoning Permits & Reviews**

|                                                                                                                                                                 |                                 |               | <i>Adopted</i> | <i>Effective</i> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|---------------|----------------|------------------|
| Zoning Permit                                                                                                                                                   | Residential                     | \$ 50.00      | 07/11/18       | 10/01/25 *       |
| Includes demolition and construction of homes, accessory buildings such as sheds garages and gazebos, fences, decks, retaining walls and home occupations, etc. |                                 |               |                |                  |
|                                                                                                                                                                 | Non-Residential                 | \$ 110.00     |                | 10/01/25 *       |
| RVs, Boats, Signs & Temporary Use Permits                                                                                                                       |                                 | \$ 30.00      | 07/11/18       | 10/01/25         |
| Dock Permit                                                                                                                                                     |                                 | \$ 15.00      |                | 02/26/07         |
| Satellite Dish Permit                                                                                                                                           |                                 | \$ 35.00      |                | 02/26/07         |
| Exceeding 1 Meter (39.37 inches in diameter)                                                                                                                    |                                 |               |                |                  |
| Seasonal Use Permit                                                                                                                                             | Non-Residential                 | \$ 15.00      |                | 02/26/07         |
| Land Division                                                                                                                                                   |                                 | \$ 110.00     | 07/11/18       | 10/01/25         |
|                                                                                                                                                                 |                                 | plus \$ 30.00 | per split      | 10/01/25         |
| *After-the-Fact Permit                                                                                                                                          | fees are double the regular fee |               | 07/11/18       | 11/01/18         |

**Planning Commission Review Fees**

|                                              |  |           | <i>Adopted</i> | <i>Effective</i> |
|----------------------------------------------|--|-----------|----------------|------------------|
| Changes to Non-Conforming Buildings and Uses |  | \$ 140.00 | 07/11/18       | 10/01/25         |
| Special Land Uses                            |  | \$ 440.00 | 07/11/18       | 10/01/25         |
| Site Plan Review                             |  | \$ 275.00 | 09/12/18       | 10/01/25 **      |
| Manufactured Home Park (MHP)                 |  | \$ 500.00 |                | 02/26/07 **      |
| Planned Unit Development (PUD)               |  | \$ 500.00 |                | 02/26/07 **      |
| Rezoning                                     |  | \$ 440.00 | 09/12/18       | 10/01/25 **      |
| Special Meetings                             |  | \$ 500.00 |                | 10/11/06         |
| ** Plus Escrow minimum of \$ 825.00          |  |           |                | 10/01/25         |

**Zoning Board of Appeals Review Fees**

|                             |  |           | <i>Adopted</i> | <i>Effective</i> |
|-----------------------------|--|-----------|----------------|------------------|
| Variances and other Appeals |  | \$ 440.00 | 09/12/18       | 10/01/25         |
| Interpretations             |  | \$ 440.00 | 09/12/18       | 10/01/25         |

**Legislative Body Review Fees**

|                                     |  |           | <i>Adopted</i> | <i>Effective</i> |
|-------------------------------------|--|-----------|----------------|------------------|
| Private Street Permit               |  | \$ 275.00 |                | 10/01/25 **      |
| ** Plus Escrow minimum of \$ 825.00 |  |           |                |                  |

## Claybanks Township Fee List - Adopted 12/14/20

|                                                      |                        |
|------------------------------------------------------|------------------------|
| Special Use Permit Application                       | \$600                  |
|                                                      |                        |
| Zoning Board of Appeals Application - First Request  | \$600                  |
|                                                      |                        |
| Zoning Board of Appeals Application - Second Request | \$1,200                |
|                                                      |                        |
| Zoning Permit Application - Residential              | \$45                   |
|                                                      |                        |
| Zoning Permit Application - Commercial               | \$75                   |
|                                                      |                        |
| Land Division                                        | \$100                  |
|                                                      |                        |
| Land Combination / Boundary Adjustment               | \$100                  |
|                                                      |                        |
| Cemetery Lots                                        | \$100                  |
|                                                      |                        |
| Zoning Book                                          | Available Online       |
|                                                      |                        |
| Hall Rental, 4 hours                                 | \$25 Plus \$50 deposit |
|                                                      |                        |
| Tax Information                                      | \$3                    |
|                                                      |                        |
| NSF                                                  | \$25                   |

\* Please make checks out to "Claybanks Township"

# FEE SCHEDULE AND ESCROW POLICY

## HART TOWNSHIP, OCEANA COUNTY

1. The Township Board hereby adopts the Basic Fee Schedule set forth below:

### BASIC APPLICATION FEE SCHEDULE

|                                                                                              |                 |
|----------------------------------------------------------------------------------------------|-----------------|
| Regular Residential Zoning Permit*                                                           | \$50.00         |
| Regular Commercial Zoning Permit*                                                            | \$75.00         |
| Regular Industrial Zoning Permit*                                                            | \$75.00         |
| Site Plan Review** (new or amendment)                                                        | \$325.00        |
| Special Land Use (new or amendment)                                                          | \$500.00        |
| Planned Unit Development (PUD) Request (new or amendment)                                    | \$500.00        |
| Administrative Amendments to PUDs, Special Uses and Site Plans***                            | \$50.00         |
| Rezoning Request                                                                             | \$250.00        |
| Zoning Board of Appeals Request                                                              | \$250.00        |
| Special Meeting Request                                                                      | \$300.00        |
| Land Division Application (for a boundary line adjustment or split resulting in two parcels) | \$150.00        |
| Land Division Application (for each additional parcel created)                               | \$100.00        |
| Inspections After Zoning Approval (per inspection)                                           | \$50.00         |
| Request for copies of the Township Zoning Ordinance or other documents                       | Per FOIA Policy |

\* A regular permit means a permit for something allowed by right that does not require site plan, special use, PUD or other special or agency approval.

\*\* Includes subdivisions with more than four (4) parcels.

\*\*\* Applies only to amendments to existing plans that do not seek a material change and that require staff review only.

The basic application fees specified above shall cover costs associated with:

- The applicant's appearance at regular Planning Commission, Zoning Board of Appeals and/or Township Board meetings;
- Mailing and legal notice requirements for public hearings (excluding costs incurred due to an applicant's delay or adjournment request);
- Basic review by Township staff (excluding outside contractors or professionals such as Township engineering, planning, legal, and other services).

**GOLDEN TOWNSHIP  
FEE SHEET**

**Zoning Board of Appeals:**

Variance Application                      \$500

Zoning Permit                                      \$ 35

Plus \$0.06 per square foot

**Planning Commission:**

Special Use Permit                      \$500

Planned Unit Developments              \$500

Rezoning                                          \$500

Site Plan Review                          \$150

Land Division Fee                          \$150

Outdoor Gathering Initial day              \$350

Add for each additional day              \$ 50

Rental Application Fee                      \$150

(Per unit, per year)

Shelby Township  
Shelby, MI 49455  
Permit Rates

|                                |                             |
|--------------------------------|-----------------------------|
| Signage Permit:                |                             |
| Replacement billboard          | \$325                       |
| Awning                         | \$280                       |
| Billboard                      | \$650                       |
| Monument                       | \$180                       |
| Pole                           | \$320                       |
| Home-based business            | \$110                       |
| Wall                           | \$220                       |
| Zoning Permit                  | \$100                       |
| Land Division                  | \$100                       |
| Home Occupation                | \$200                       |
| Zoning Variance                | \$450                       |
| Zoning Board of Appeals        | \$450 (includes publishing) |
| Special Use Permit             | \$600 Resident              |
|                                | \$1000 Non-resident         |
| Amendment to Zoning            | \$600 Resident (includes    |
| (Change Use)                   | Publishing)                 |
|                                | \$800 Non-resident          |
| Site Plan Review               | \$800 Resident (includes    |
|                                | Publishing)                 |
|                                | \$1000 Non-resident         |
|                                | Publishing)                 |
| Township Board Special Meeting | \$600 (includes             |
|                                | \$800 Non-resident          |
|                                | publishing)                 |
| Planning Comm. Special Meeting | \$600 (includes             |
|                                | \$800 Non-resident          |
|                                | publishing)                 |

(updated 7/)

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## WEARE TOWNSHIP ZONING INFORMATION

Andrew Clark, Zoning Administrator

☎ 517-404-9675 (tel:517-404-9675)

Zoning Ordinance 2018   
(https://wearetownship.org/wp-content/uploads/2022/12/Weare-Township-Zoning-Ordinance-Rev-A-2018.pdf)

Zoning Ordinance Amendments 2022   
(https://wearetownship.org/wp-content/uploads/2022/12/Adopted-Zoning-Ordinance-Amendments-041122.pdf)

ORV Ordinance   
(https://wearetownship.org/wp-content/uploads/2022/12/Weare-ORV-Ordinance-Rev-101121.pdf)

Zoning Map   
(https://wearetownship.org/wp-content/uploads/2023/06/Weare\_Color\_Zoning\_MAP.jpg)

Commercial Zoning Application   
(https://wearetownship.org/wp-content/uploads/2022/12/Weare-Zoning-Application-Com-Ind.pdf)

Residential Zoning Application   
(http://wearetownship.org/wp-content/uploads/2025/03/Weare-Zoning-Permit-Appl-w-site-plan.pdf)

### Service/Permit Charges

#### ▲ PERMITS

\$40.00 Signs, Decks, Garages  
\$40.00 per Residential House Permit  
\$70.00 House, Garage & Deck  
\$35.00 per Agricultural Permit  
\$100.00 per Commercial Permit  
\$150.00 per Industrial Permit

#### ▲ VARIANCES

\$500.00 per Special Meeting/Hearing

#### ▲ SPECIAL

\$100.00 per Regular Planning Commission Mtg.  
\$500.00 per Special Planning Commission Mtg.

## **MEMORANDUM**

**To:** Pentwater Township Board of Trustees

**From:** Keith Edwards, Deputy Supervisor

**Date:** September 4, 2025

**Subject:** **Township South Sanitary Sewer Rates  
Proposed Quarterly Rate Increase**

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### **Introduction**

In November of 2024, Utility Financial Solutions, LLC (UFS) completed a Wastewater Financial Project Study for the Township's Sanitary Sewer Systems. The two major components of the Township's Wastewater System are referred to as the Township North System which terminates at the Village of Pentwater Wastewater Treatment Plant and the two arms of the Township South System which terminate at two Septic Systems referred to as Apache Hills and Hilltop drain fields respectively.

The conclusion of the UFS Study recommends that without any money coming from the Village's former management of the sanitary sewer located within the Township that the Township North System quarterly rates should be increased by 99% and the Township South System quarterly rates be increased by 136%.

### **Discussion**

In 2024 and 2025, the Township increased rates only to pass through the increases to our wholesale price paid to the Village for treatment of the Township North System wastewater. To date, since April 1, 2023, the Village has not transferred any funds remaining in Fund 592, the Township Sewer Fund from the Village to the Township. Additionally, the Township General Fund has expended more than \$190,000.00 to keep the Township Sewer fund solvent. Thus, I have no choice but to recommend increases to the quarterly rates for Sanitary Sewer service within the Township.

However, over the last two years, it has become clear that it costs more for the Township to maintain the Township South System than it is to maintain the Township North System. Additionally, the Township South System is in need of greater improvement than the Township North System, especially for future capital improvements, according to the Fleis

& Vandenbrink (F&V) Sanitary Sewer System Evaluation from 2023. The Quarterly Rate for the Township South System has remained unchanged since July of 2022 at \$253.60, which was the same rate that the Village had been charging when the Township began operating the system. Thus, I am recommending a modest 10% increase to the Township South System Quarterly Rates at this time. The 10% increase would generate approximately \$25.36 additional revenue per quarter per customer, or approximately \$8,115.2 per year from the Township South System customers.

The annual maintenance budget for the Township South Sewer System is \$50,300.00, and the expected revenue is approximately \$81,152.00, yet there is over \$215,000.00 worth of improvements still to be completed according to the F&V Evaluation, and this value does not include unexpected system repairs. The 10% increase proposed will help but does clearly cannot raise enough funds for the necessary improvements and future rate increases are likely.

This fall, we will undertake a project to develop a Township Capital Improvement Plan (CIP) to further inform decisions regarding sanitary sewer rates.

### **Recommendation**

Should the Township Board agree to this request to adjust the sanitary sewer rate for the to Township South System customers, based on the discussion above, the new quarterly rate will be increased from \$253.60 per quarter to \$278.96 per quarter.

A resolution for your consideration has been attached to this memorandum, with an effective date for the rate increase of September 30, 2025.

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

At the regular meeting of the Township Board of the Township of Pentwater, held at the Pentwater Township Hall, 500 N. Hancock Street, within the Township, on the 10th day of September 2025, at 6:00 p.m. Local Time.

PRESENT: Members: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: Members: \_\_\_\_\_

The following preamble and resolution were offered by Member \_\_\_\_\_ and seconded by Member \_\_\_\_\_:

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION TO SET SEWER RATES AND  
CHARGES FOR THE PUBLIC SEWER SYSTEM**

WHEREAS, Township Ordinance No. 2, as amended, known as the Sewer Rate and Connection Ordinance (the "Sewer Ordinance") provides that the Township Board shall establish from time-to-time various rates and charges for sewer disposal services for use of the public sewer systems located in the Township.

NOW, THEREFORE, BE IT HEREBY RESOLVED AS FOLLOWS:

1. Effective September 30, 2025, the Quarterly Service Charge provided by Section 3 of Article III of the Sewer Ordinance shall be \$278.96 per quarter (\$278.96 for operation and maintenance and \$0 for debt retirement) for customers connected to and using the public sanitary sewer system in the Township that is connected to the Apache Hills and Hilltop drain fields (the "South System").
2. The capitalized terms used in this resolution shall have the meanings as defined in the Sewer Ordinance.

3. All other sewer rates and charges previously approved by the Township Board and not otherwise modified by this Resolution including, but not limited to, sewer rates and charges for connection to and use of the North System, shall remain in full force and effect and are not affected hereby.

4. All resolutions and parts of resolutions in conflict herewith shall be and the same are hereby rescinded.

AYES: Members: \_\_\_\_\_

NAYS: Members: \_\_\_\_\_

ABSTAIN: Members: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Maureen Murphy, Clerk  
Township of Pentwater

STATE OF MICHIGAN            )  
                                          ) ss.  
COUNTY OF OCEANA         )

I, the undersigned, the duly qualified and acting Clerk of the Township of Pentwater (the "Township"), do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Township Board of the Township at a regular meeting held on the \_\_\_\_ day of \_\_\_\_\_ 2025, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in compliance with the Open Meetings Act, being Act No. 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this \_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Maureen Murphy, Township Clerk  
Township of Pentwater