



PENTWATER TOWNSHIP BOARD

AGENDA PACKET

REGULAR BOARD MEETING

January 11, 2023 at 6:00 p.m.

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

Mike Flynn, Trustee
Dean Holub, Trustee



TOWNSHIP BOARD SPECIAL MEETING SIGN-IN SHEET

TOWNSHIP BOARD MEETING	Meeting Date: January 11, 2023 6:00PM Location: 500 N. Hancock Pentwater, MI 49449
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NAME	ADDRESS	PHONE	EMAIL
Valerie McHugh	163 Green St	869-5832	
Tim Beggs	2072 N. W. ^{Mears} Sunkal	231-301-9067	tbeggs@occeana.mi.us
Tom Lynn Roose	6316 Ottawa	248 701-0328	
Ron Christians	87 SANDS	869 3308	
Dem Gustafson	410 Chester	869-5309	

PENTWATER TOWNSHIP SYNOPSIS OF MEETING JANUARY 11, 2023

Supervisor Cavazos called the Township Board Meeting of January 11 to order at 6:00 p.m. with all five Board members present. The meeting was conducted in person and via Zoom. Two staff member and six audience members were present in person, and three persons were present via Zoom. The Consent Agenda was approved as presented. The meeting agenda was approved with revision to include a discussion regarding an upcoming MTA Educational Conference.

Action/acceptance was taken on the following items:

- Disposition of 327 S. Hancock building
- 2023 Township Regular Board Meeting dates
- Access agreement for use of Park Place Community Center
- Appointment of Deputy Supervisor
- Michigan Township Association Annual Education Conference

The meeting was adjourned at 6:58 p.m.

A copy of the complete Minutes are available from the Clerk at the Pentwater Township offices, 500 N Hancock St. during regular business hours, via email at clerk@pentwatertwp.org, or online at www.pentwatertwp.org.

Maureen Murphy
Clerk

**PENTWATER TOWNSHIP BOARD MEETING
Regular Meeting**

January 11, 2022 at 6:00 p.m.
Pentwater Community Hall
500 N. Hancock Street, Pentwater, MI 49449

Join Zoom Meeting

<https://us02web.zoom.us/j/83571254589?pwd=aW9oSjdGdWRvS0MxVGNtR0JVb2FQUT09>

Meeting ID: 835 7125 4589
Passcode: 596568

AGENDA
(as amended at Board Meeting)

1. Call to Order/Pledge
2. Roll Call
3. Consent Agenda – Review & Action
 - a. Minutes of December 14, 2022
 - b. Correspondence, if any
 - c. Monthly Budget Reports for General Fund, Cemetery and Fire Department
 - d. Payment of Bills
(Consent Agenda contains all routine items of business on which no disagreement or debate is anticipated. Upon the request of any board member, an item shall be removed from the consent agenda and placed on the regular agenda under New Business)
4. Meeting Agenda - Review & Action
5. Public Comment on Agenda Items (Three (3) minutes maximum)
6. Supervisor's Report
7. Clerk's Report
8. Treasurer's Report
9. Library Board Packet
10. Fire Department Agenda/Minutes
11. Recreation Report
12. Staff Reports
 - a. Zoning Administrator
 - b. Assessor
 - c. ~~Cemetery Sexton~~
 - d. ~~Transfer Station~~

13. Unfinished Business

- a. Review & Action: Disposition of 327 S. Hancock Building – Review of Options

14. New Business

- a. Review & Action: Resolution approving CY2023 Township Board Meeting Dates
- b. Review & Action: Renewal of “Access Agreement for Park Place Community Building” - Expires March 31, 2023
- c. Review & Action: Motion to appoint Deputy Supervisor
- d. Review & Action (as amended at Board Meeting): Upcoming MTA Annual Educational Conference

15. Public Comments

16. Other Items from Board Members

17. Adjournment

Public Participation at Board of Trustee Meetings

1. When addressing the Board, please state your name and address and direct all questions and comments to the Chairperson.
2. We ask that you show common courtesy, display respect for all participants, and refrain from any personal attacks.
3. You may address the Board on any agenda item under the PUBLIC COMMENTS ON AGENDA ITEMS ONLY. Please limit your comments to three (3) minutes.
4. You may address the Board on any matter that falls within the Boards 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.

Individuals with disabilities requiring auxiliary aids or services should contact the Pentwater Township Clerk by writing or calling: 500 N. Hancock St., P.O. Box 512, Pentwater, MI 49449 (231) 869-6231 at least one week in advance of the meeting.


<p style="text-align: center;">PENTWATER TOWNSHIP BOARD PENTWATER COMMUNITY HALL 500 N. HANCOCK STREET, PENTWATER, MI 49449 Approved Minutes 14 December 2022 ZOOM Available for Audience</p>	
<p>Supervisor Cavazos called the meeting to order at 5:30 PM</p> <p>Members Present: Cavazos, Douglas, Murphy, Holub, Flynn</p> <p>Members Absent: None</p> <p>Staff Present: Keith Edwards, Zoning Administrator, Glenn Beavis, Deputy Clerk</p> <p>Others Present: Ron Christians, Tom Roose</p> <p>Present via Zoom: Ian Rees - Gabridge & Company, Amy LaBarge, David Spitler, Cathy Crumb, Paula Degregorio</p>	<p>CALL TO ORDER</p> <p>ROLL CALL</p>
<p>Moved by Douglas and seconded by Murphy to accept the Consent Agenda as follows:</p> <ul style="list-style-type: none"> • Prior Meeting Minutes (November 17, 2022) • Correspondence: Christine Okoren • Budget Reports: • Claims/Bills (payroll, paid, and to be paid) for the November 18, 2022 thru December 14, 2022 as follows: <ul style="list-style-type: none"> ○ Township - \$92,119 (includes any Road Fund payroll) ○ Cemetery - \$6,670.97 ○ Fire - \$46 ○ Road - \$0 <p>Roll call vote: YES: NO: Motion</p>	<p>CONSENT AGENDA - Review & Action</p>
<p>Moved by Flynn and seconded by Holub to accept the agenda as presented Voice Vote: Motion carries</p>	<p>MEETING AGENDA</p>
<p>None</p>	<p>PUBLIC COMMENTS</p>
<p>Mr. Ian Rees, Gabridge and Company, presented the Township's Financial Report which contains an unmodified and clean opinion which is the best opinion to receive.</p> <p>Mr. Rees referred to page 5 of the report which reflects \$737,260 in unrestricted funds which equates to 43.4% of the annual general fund expenditures. Pages 7 and 8 refer to net position. The township's overall net position increased \$100,032 from the previous year.</p>	<p>ANNUAL FINANCIAL REPORT - Fiscal Year Ending 03/31/2022</p>

<p>Ms. Cavazos related the following:</p> <ol style="list-style-type: none"> 1. Friends of the Cemetery <ul style="list-style-type: none"> • An invitation to join this informal groups will be send out in February. • The focus of the group will be the care of the cemetery – specifically stones, trees, and landscaping. • Projects throughout the year will occur in Spring, Summer and Fall. 2. 90 Degree Bend Boat Launch Repairs <ul style="list-style-type: none"> • A new section of the ramp was completed by the OCRC. • The new North section will be specifically for canoes and kayaks. • The Township has agreed to pay half of the cost - \$2,000. 3. Protect Pentwater Harbor Committee <ul style="list-style-type: none"> • There was a suggestion from the committee to look at the current location of fencing at the State Park to determine if additional fences should be added this year. • Lynne Cavazos, Tom Walter, Dave Bluhm and Manny Valdez met at the State Park to assess. The group decided that adding additional fencing this year, to reduce sand movement into the channel, would be a good experiment to try. Manny and his staff added additional fencing where the stones are exposed to see if it will make a difference. 4. Update on North and South Septic Systems <ul style="list-style-type: none"> • We are working with Mark Nettleton on the sewer agreement with the Village. • For the short term, the Village is creating an agreement to maintain the “status quo” (Village maintaining both systems and collecting payments.) • WE hope to have the BS & A Utility Module in place by April. • We are working on hiring an individual or company to manage the system and do the monthly required EGLE readings. 5. RFP Update <ul style="list-style-type: none"> • Dean, Keith and Mark Nettleton set up the request for Proposal for a General Civil Engineering and Associated Professionals Consulting Services. • The RFP was sent out on 12/12/22 to 8 potential firms. • Proposal Deadline (submission) is 1/31/23. • A Required “pre-proposal meeting” will be held at 10:00 AM on 1/12/23. • The Township Board will make a decision and award the contract by March 8, 2023. 	<p>SUPERVISOR'S REPORT</p>
<p>Ms. Murphy related the following:</p>	<p>CLERK'S REPORT</p>

<p>Elections:</p> <ul style="list-style-type: none"> • Clerk’s Office conducted a Post-Election Lessons-Learned workshop with Election Inspectors. The following key takeaways are noted: <ul style="list-style-type: none"> ○ The Township Office is too small to support election traffic. An alternate location will need to be identified. Park Place, First Baptist Church of Pentwater, and Pentwater Schools were identified as potential candidates. There are pros & cons associated with each location and their respective leadership may not be willing to accommodate. No action to pursue further until the next election cycle has been identified. <p>Michigan Department of State 2022 Election Security Grant Reimbursement Program:</p> <ul style="list-style-type: none"> • An Election Security Grant request was submitted to the Michigan Bureau of Elections for \$1,500 along with all necessary supporting documentation. We received written confirmation from them that our application had been received and that processing is in process. <p>Protect Pentwater Harbor/Friends of Pentwater Harbor:</p> <ul style="list-style-type: none"> • Participated November 30 • Will begin reaching out to POCs for lower west Michigan shallow harbors in January • Contact list sent to ACOE to verify up to date <p>Transfer Station:</p> <ul style="list-style-type: none"> • Closed for the season <p>Holiday Office Hours:</p> <ul style="list-style-type: none"> • Closed: Dec 23 thru 26 • Closed: Dec 30 thru Jan 2 	
<p>Ms. Douglas related the following: Tax collection began December 1st. First disbursements have been sent.</p>	<p>TREASURER’S REPORT</p>
<p>The following reports were received and placed on file:</p> <ul style="list-style-type: none"> • Library, Fire Department, Recreation, Assessor 	<p>OTHER DEPARTMENTAL REPORTS Library, Recreation and Fire Department</p>
<p>The following Staff reports were received and placed on file:</p> <ul style="list-style-type: none"> • Zoning & Assessor (Transfer station & cemetery are closed for the season) • Assessor is still looking to hire a Board of Review Alternate <p>Reports not provided this period:</p> <ul style="list-style-type: none"> • None 	<p>STAFF REPORTS Zoning, Assessing, Cemetery, Transfer Station</p>

<p>New Business:</p> <p>a) Reappointment of Board of Review Members</p> <p>Motion by Murphy, seconded by Holub to appoint Rick Quinn, Chairperson; and Glenn Beavis and Lori Suttner as members of the Board of Review for two-year terms ending December 31, 2024. (There are currently no Board Alternate candidates.)</p> <p>VOICE VOTE: Motion carried</p>	<p>NEW BUSINESS</p> <p>a) Reappointment of Board of Review Members</p>
<p>New Business:</p> <p>b) Recommended Road Improvements for CY2023</p> <p>Recommended Roads & Estimated Costs (See letter to Township Board dated December 1, 2022):</p> <p style="padding-left: 40px;">Lake Breeze Drive – Ridge Road to end Pave \$118,200</p> <p style="padding-left: 40px;">Lansing Ave – Intersection with BR 31, Improve drainage: \$0</p> <p style="padding-left: 40px;">Local/Gravel/Earthen Roads – Brining: \$8,000</p> <p style="padding-left: 40px;">Road Committee – Administration: \$2,000</p> <p>Motion by Flynn, seconded by Murphy to approve Pentwater Township’s Road Committee’s Recommended Township Road Improvements for FY2023/24 as per letter to Township Board dated December 1, 2022, and that the Township allocate an amount <u>not to exceed \$6,200</u> from its 2023-2024 General Fund budget to cover estimated costs over and above what is currently available in the Road Fund.</p> <p>Roll call vote:</p> <p style="padding-left: 40px;">Ayes: Flynn, Murphy, Holub, Douglas, Cavazos</p> <p style="padding-left: 40px;">Nays: None</p> <p style="padding-left: 40px;">Motion: Carries</p>	<p>NEW BUSINESS</p> <p>b) Recommended Road Improvements for CY2023</p>
<p>New Business:</p> <p>c) Q3 Budget Amendments:</p> <p>1. The following will result in no net change to overall budget allocations to any of these funds:</p> <p>Motion by Cavazos, seconded by Holub to authorize re-allocation of currently budgeted monies within the General Fund, Road Fund, and Fire Department Funds as outlined in proposed Journal Entries 728, 724, and 725 respectively.</p> <p>Roll call vote:</p> <p style="padding-left: 40px;">Ayes: Cavazos, Holub, Murphy, Douglas, Flynn</p> <p style="padding-left: 40px;">Nays: None</p> <p style="padding-left: 40px;">Motion: Carries</p> <p>2. CEMETERY EXPENSES ARE CURRENTLY PROJECTED TO EXCEED BUDGETED ALLOCATION THIS FISCAL YEAR BY \$9,007. THIS WILL RESULT IN A</p>	<p>NEW BUSINESS</p> <p>c) Q3 Budget Amendments</p>

<p>REDUCTION OF CEMETERY FUND NET POSITION AT FY END, BUT MONIES ARE AVAILABLE TO COVER THIS OVERRUN:</p> <p>Motion by Cavazos, seconded by Holub to authorize re-allocation of currently budgeted monies within the Cemetery Fund as outlined in proposed Journal Entry 729.</p> <p>Roll call vote: Ayes: Cavazos, Holub, Murphy, Douglas, Flynn Nays: None Motion: Carries</p>	
<p>New Business:</p> <p>d) Zoning Administrator Work Schedule</p> <p>Motion by Cavazos, seconded by Douglas to increase the Zoning Administrator's work schedule from two days/week to three days/week through fiscal year ending March 31, 2023.</p> <p>Roll call vote: Yeas: Cavazos, Douglas, Murphy, Holub, Flynn Nays: None Motion: Carries</p>	<p>NEW BUSINESS</p> <p>d) Expansion of Zoning Administrator Work Schedule</p>
<p>New Business:</p> <p>e) Deputy Supervisor Job Description</p> <p>Motion by Douglas, seconded by Holub to approve Deputy Supervisor job description as presented.</p> <p>Roll call vote: Yeas: Douglas, Holub, Murphy, Flynn, Cavazos Nays: None Motion: Carries</p>	<p>NEW BUSINESS</p> <p>e) Review Deputy Supervisor Job Description</p>
<p>Unfinished Business:</p> <p>a) City Committee – Review of Revised Scope</p> <p>Motion by Douglas, seconded by Murphy to approve revised Scope of Work with additions as discussed (**).</p> <p>Roll call vote: Yeas: Douglas, Murphy, Holub, Flynn, Cavazos Nays: None Motion: Carries</p> <p>** to include process village becoming a city, process for annexation of township property, address rumor of double taxation and net tax impact to Village residents, periodic status updates, and target completion by April 2023.</p>	<p>UNFINISHED BUSINESS a)</p> <p>City Committee – Review of Revised Scope</p>
<p>Unfinished Business:</p> <p>b) Disposition of 327 S. Hancock Building</p>	<p>UNFINISHED BUSINESS b)</p> <p>Disposition of</p>

<p>The township would like to dispose of or otherwise divest itself from 327 S. Hancock building. Supervisor Cavazos requested that all Board Members submit written suggestions to Trustee Holub who will compile and bring back to The Board for further discussion.</p>	<p>327 S. Hancock Building</p>
<p>Comments received from Ron Christians, Tom Roose, Paula DeGregorio, and Dave Spitler.</p>	<p>PUBLIC COMMENTS</p>
<p>None</p>	<p>OTHER ITEMS from BOARD MEMBERS</p>
<p>Moved by Holub and seconded by Murphy to adjourn the meeting at 7:02 PM. Motion carried.</p>	<p>ADJOURNMENT</p>
<p>  Maureen Murphy, Township Clerk </p>	<p> <u>1/18/23</u> Date </p>

User: GLENN

DB: PENTWATER TWP

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2022	MONTH 12/31/2022	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-401.000	FROM PREV YEAR-END	140,426.00	0.00	0.00	140,426.00	0.00
101-000-402.000	CURRENT REAL PROPERTY	293,800.00	83,447.75	49,316.33 ✓	210,352.25	28.40
101-000-405.000	TAX ADMINISTRATION FEE	60,700.00	38,320.00	10,140.31 ✓	22,380.00	63.13
101-000-411.000	DELINQUENT REAL PROP TAX	13,000.00	0.00	0.00	13,000.00	0.00
101-000-429.000	COMM FOREST TAX	20.00	16.05	0.00	3.95	80.25
101-000-432.000	STATE PMT IN LIEU OF TAX (PILT)	3,300.00	0.00	0.00	3,300.00	0.00
101-000-445.000	PENALTY & INTEREST TAXES	100.00	0.00	0.00	100.00	0.00
101-000-477.000	FRANCHISE FEES (CHARTER COMM)	8,000.00	4,649.84	0.00	3,350.16	58.12
101-000-479.000	ZONING PERMIT FEES	2,000.00	1,665.00	40.00	335.00	83.25
101-000-481.000	PLANNING COMMISSION REVIEW FEES	1,050.00	375.00	125.00	675.00	35.71
101-000-546.000	METRO ACT	3,900.00	2,824.71	0.00	1,075.29	72.43
101-000-549.000	ELEC REIMBURSEM	4,860.00	3,627.28	0.00	1,232.72	74.64
101-000-574.000	ST SHARED REV	56,100.00	69,277.00	0.00	(13,177.00)	123.49
101-000-603.000	ZBA FEES	1,600.00	1,240.00	0.00	360.00	77.50
101-000-628.000	TR SITE FEES	11,200.00	9,791.00	0.00	1,409.00	87.42
101-000-664.000	INTEREST INCOME	300.00	3,210.62	0.00	(2,910.62)	1,070.21
101-000-672.000	OTHER INCOME	1,400.00	187.53	0.00	1,212.47	13.40
101-000-673.000	ZA REIMBURSEMENT	0.00	(180.00)	0.00	180.00	100.00
101-000-686.000	MISCELLANEOUS	0.00	4,500.00	0.00	(4,500.00)	100.00
Total Dept 000		601,756.00	222,951.78	59,621.64	378,804.22	37.05
TOTAL REVENUES		601,756.00	222,951.78	59,621.64	378,804.22	37.05
Expenditures						
Dept 101 - TOWNSHIP BOARD						
101-101-702.000	SALARIES & WAGES	3,150.00	2,949.52	256.04	200.48	93.64
101-101-705.000	FRINGES	224.00	156.21	19.58	67.79	69.74
Total Dept 101 - TOWNSHIP BOARD		3,374.00	3,105.73	275.62	268.27	92.05
Dept 171 - SUPERVISOR						
101-171-702.000	SALARIES & WAGES	33,956.00	25,467.12	2,829.68	8,488.88	75.00
101-171-705.000	FRINGES	2,598.00	1,948.23	216.47	649.77	74.99
101-171-910.000	EDUCATION/TRAINING	1,000.00	374.66	0.00	625.34	37.47
101-171-913.000	TRAVEL	300.00	282.96	0.00	17.04	94.32
Total Dept 171 - SUPERVISOR		37,854.00	28,072.97	3,046.15	9,781.03	74.16
Dept 215 - CLERK						
101-215-702.000	SALARIES & WAGES	33,956.00	25,467.12	2,829.68	8,488.88	75.00
101-215-702.001	DEPUTY WAGES	25,499.00	20,697.20	2,083.70	4,801.80	81.17
101-215-705.000	FRINGES	4,548.00	3,569.18	380.60	978.82	78.48
101-215-812.000	REC SECRETARY	742.00	491.78	61.84	250.22	66.28
101-215-910.000	EDUCATION/TRAINING	2,000.00	1,156.08	0.00	843.92	57.80
101-215-913.000	TRAVEL	3,000.00	1,377.37	0.00	1,622.63	45.91
Total Dept 215 - CLERK		69,745.00	52,758.73	5,355.82	16,986.27	75.65
Dept 247 - BOARD OF REVIEW						

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	NORMAL	(ABNORMAL)	MONTH 12/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND							
Expenditures							
101-247-702.000	SALARIES & WAGES	1,050.00		556.10	157.32	493.90	52.96
101-247-705.000	FRINGES	80.00		42.54	12.04	37.46	53.18
101-247-910.000	EDUCATION/TRAINING	125.00		0.00	0.00	125.00	0.00
101-247-955.000	MISCELLANEOUS	900.00		172.00	0.00	728.00	19.11
Total Dept 247 - BOARD OF REVIEW		2,155.00		770.64	169.36	1,384.36	35.76
Dept 253 - TREASURER							
101-253-702.000	SALARIES & WAGES	33,956.00		25,467.12	2,829.68	8,488.88	75.00
101-253-702.001	DEPUTY WAGES	9,196.00		6,657.15	1,149.33	2,538.85	72.39
101-253-705.000	FRINGES	3,301.00		2,457.46	304.38	843.54	74.45
101-253-752.000	SUPPLIES/EQUIPMENT	420.00		403.57	0.00	16.43	96.09
101-253-802.000	PROF SERV SOFTW	3,580.00		0.00	0.00	3,580.00	0.00
101-253-851.000	POSTAGE	4,000.00		4,225.83	807.17	(225.83)	105.65
101-253-910.000	EDUCATION/TRAINING	2,500.00		1,947.47	0.00	552.53	77.90
101-253-913.000	TRAVEL	2,000.00		1,719.31	0.00	280.69	85.97
101-253-955.000	MISCELLANEOUS	0.00		(97.18)	0.00	97.18	100.00
Total Dept 253 - TREASURER		58,953.00		42,780.73	5,090.56	16,172.27	72.57
Dept 257 - ASSESSOR							
101-257-702.000	SALARIES & WAGES	52,077.00		39,057.48	4,339.72	13,019.52	75.00
101-257-705.000	FRINGES	3,984.00		2,987.90	331.99	996.10	75.00
101-257-802.001	PROF SER ATTY	565.00		563.50	0.00	1.50	99.73
101-257-804.000	PROF SER SOFTWA	2,135.00		1,615.00	0.00	520.00	75.64
Total Dept 257 - ASSESSOR		58,761.00		44,223.88	4,671.71	14,537.12	75.26
Dept 262 - ELECTION							
101-262-702.000	SALARIES & WAGES	7,875.00		7,051.77	98.33	823.23	89.55
101-262-705.000	FRINGES	788.00		788.00	7.52	772.95	1.91
101-262-752.000	SUPPLIES/EQUIPMENT	3,700.00		4,398.72	720.00	(698.72)	118.88
101-262-801.000	ELECT SERV VILL	1,300.00		1,228.95	0.00	71.05	94.53
101-262-802.000	ELECT OTHER CON	250.00		0.00	0.00	250.00	0.00
101-262-851.000	POSTAGE	4,000.00		26.95	0.00	3,973.05	0.67
101-262-913.000	TRAVEL	150.00		86.35	0.00	63.65	57.57
101-262-955.000	MISCELLANEOUS	1,750.00		1,748.35	0.00	1.65	99.91
Total Dept 262 - ELECTION		19,813.00		14,556.14	825.85	5,256.86	73.47
Dept 265 - TOWNSHIP							
101-265-705.000	FRINGES	560.00		374.11	39.44	185.89	66.81
101-265-706.000	CUSTODIAL WAGES	5,600.00		4,889.79	515.36	710.21	87.32
101-265-752.000	SUPPLIES/EQUIPMENT	6,000.00		4,848.83	68.03	1,151.17	80.81
101-265-802.000	PROF SERV SOFTWARE	9,800.00		9,725.28	0.00	74.72	99.24
101-265-804.000	PROF SERV-ATTOR	7,750.00		10,192.50	2,471.00	(2,442.50)	131.52
101-265-805.000	PROF SERV-AUDIT	5,250.00		5,212.50	0.00	37.50	99.29
101-265-806.000	OTHER SERVICES	1,500.00		1,500.00	0.00	0.00	100.00
101-265-806.001	PROF SERV INFO	3,200.00		2,921.36	0.00	278.64	91.29
101-265-807.000	PROF SERV WEB	550.00		333.51	0.00	216.49	60.64
101-265-808.000	BUOYS	350.00		0.00	0.00	350.00	0.00
101-265-809.000	OTHER SERVICES	650.00		576.00	0.00	74.00	88.62

User: GLENN

DB: PENTWATER TWP

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2022	MONTH 12/31/2022	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-265-828.000	BANK FEES	0.00	140.00	0.00	(140.00)	100.00
101-265-850.000	UTIL PH/INTERNE	5,000.00	2,908.13	303.61	2,091.87	58.16
101-265-851.000	POSTAGE	3,200.00	2,046.45	546.45	1,153.55	63.95
101-265-854.000	COPYING	1,200.00	62.22	0.00	1,137.78	5.19
101-265-855.000	OTHER SER/CHGS	1,900.00	1,622.47	97.17	277.53	85.39
101-265-900.000	PRINT/PUBLISH	3,000.00	1,843.76	0.00	1,156.24	61.46
101-265-900.001	PRINT/PUB NOTIC	1,200.00	724.88	0.00	475.12	60.41
101-265-910.000	EDUCATION/TRAINING	2,500.00	873.00	0.00	1,627.00	34.92
101-265-913.000	TRAVEL	0.00	15.21	0.00	(15.21)	100.00
101-265-915.000	MEMBER/DUES	5,950.00	5,928.91	0.00	21.09	99.65
101-265-915.001	MEM/DUES MML	250.00	200.00	0.00	50.00	80.00
101-265-915.002	MEM/DUES OTHER	1,100.00	479.68	0.00	620.32	43.61
101-265-920.000	UTILITIES	7,400.00	5,303.71	406.33	2,096.29	71.67
101-265-932.000	REP/MAIN MOW/SN	1,600.00	1,402.00	132.00	198.00	87.63
101-265-934.000	REP/MAIN CUSTOD	700.00	227.05	0.00	472.95	32.44
101-265-934.003	REP/MAIN MISC	5,565.00	5,560.57	0.00	4.43	99.92
101-265-935.000	INSURANCE/BONDS	10,050.00	10,044.56	0.00	5.44	99.95
101-265-937.000	WORK COMP	1,500.00	1,092.63	0.00	407.37	72.84
101-265-940.000	COPY MACH RENT	2,700.00	1,029.05	0.00	1,670.95	38.11
101-265-940.001	POST MACH RENT	500.00	255.78	0.00	244.22	51.16
101-265-955.000	MISCELLANEOUS	0.00	9,718.72	390.74	(9,718.72)	100.00
101-265-970.000	CAP OUT-COMPUTE	3,485.00	0.00	0.00	3,485.00	0.00
101-265-970.002	CAP OUT-BLDG	1,000.00	0.00	0.00	1,000.00	0.00
101-265-970.003	CAP OUT OTHER	86,000.00	55,867.85	0.00	30,132.15	64.96
101-265-970.004	CAP OUT BLD REP	3,500.00	0.00	0.00	3,500.00	0.00
Total Dept 265 - TOWNSHIP		190,510.00	147,920.51	4,970.13	42,589.49	77.64
Dept 526 - TRANSFER STATION						
101-526-702.000	SALARIES & WAGES	13,448.00	10,819.62	0.00	2,628.38	80.46
101-526-705.000	FRINGES	1,029.00	827.71	0.00	201.29	80.44
101-526-752.000	SUPPLIES/EQUIPMENT	550.00	198.75	0.00	351.25	36.14
101-526-802.000	CONTRACTUAL SER	1,605.00	0.00	0.00	1,605.00	0.00
101-526-900.000	PRINT/PUBLISH	500.00	348.00	0.00	152.00	69.60
101-526-934.000	REP/MAINT	1,000.00	0.00	0.00	1,000.00	0.00
101-526-940.000	RENTALS	20,800.00	17,954.19	667.91	2,845.81	86.32
101-526-940.001	EQUIP RENT/JONS	795.00	795.00	0.00	0.00	100.00
101-526-956.000	MISCELLANEOUS	600.00	600.00	0.00	0.00	100.00
Total Dept 526 - TRANSFER STATION		40,327.00	31,543.27	667.91	8,783.73	78.22
Dept 527 - SEWER-UTILITIES						
101-527-802.000	CONTRACT SERVICES	14,400.00	11,718.00	1,984.50	2,682.00	81.38
101-527-829.000	PERMITS	0.00	4,500.00	0.00	(4,500.00)	100.00
101-527-932.000	REPAIR/MAINT	10,000.00	0.00	0.00	10,000.00	0.00
Total Dept 527 - SEWER-UTILITIES		24,400.00	16,218.00	1,984.50	8,182.00	66.47
Dept 597 - DOC/RECREATION/PLIB						
101-597-802.000	CONT SER DOCK	1,000.00	0.00	0.00	1,000.00	0.00
101-597-804.000	CONT SERV REC	7,500.00	7,500.00	0.00	0.00	100.00
101-597-804.100	PARK PLACE	7,500.00	7,500.00	0.00	0.00	100.00
101-597-804.200	NORTHEND PARK	10,000.00	0.00	0.00	10,000.00	0.00

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PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	12/31/2022 NORMAL (ABNORMAL)	MONTH 12/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-597-805.000	CONT SERV PLIB	6,000.00	0.00	0.00	6,000.00	0.00
101-597-934.000	REP/MAIN BOAT	5,000.00	0.00	0.00	5,000.00	0.00
101-597-955.000	MISCELLANEOUS	200.00	1,228.84	0.00	(1,028.84)	614.42
Total Dept 597 - DOC/RECREATION/PLIB		37,200.00	16,228.84	0.00	20,971.16	43.63
Dept 701 - PLANNING COMMISSION						
101-701-702.000	SALARIES/WAGES	2,200.00	1,904.92	61.84	295.08	86.59
101-701-705.000	FRINGES	168.00	145.74	4.73	22.26	86.75
101-701-802.000	PROF SERV ATTORNEY	2,000.00	0.00	0.00	2,000.00	0.00
101-701-804.000	PROF SERV CONSULTANT	500.00	0.00	0.00	500.00	0.00
101-701-805.000	MASTER PLAN UPDATE	5,000.00	408.72	0.00	4,591.28	8.17
101-701-900.000	NEWSPAPER PUBLICATIONS	500.00	0.00	0.00	500.00	0.00
101-701-910.000	EDUCATION/TRAINING	200.00	0.00	0.00	200.00	0.00
101-701-913.000	TRAVEL/EXPENSES	200.00	0.00	0.00	200.00	0.00
101-701-964.000	REFUNDS	200.00	0.00	0.00	200.00	0.00
Total Dept 701 - PLANNING COMMISSION		10,968.00	2,459.38	66.57	8,508.62	22.42
Dept 702 - ZONING ADMINISTRATION						
101-702-702.000	SALARIES & WAGES	33,046.00	23,597.37	4,799.93	9,448.63	71.41
101-702-703.000	HEARING OFFICER WAGES	500.00	0.00	0.00	500.00	0.00
101-702-705.000	FRINGES	3,200.00	1,805.20	367.19	1,394.80	56.41
101-702-752.000	SUPPLIES/EQUIPMENT	25.00	21.15	0.00	3.85	84.60
101-702-802.000	PROF SERVICES	3,500.00	2,639.60	0.00	860.40	75.42
101-702-802.001	PROF SER ATTY	3,000.00	3,263.50	274.50	(263.50)	108.78
101-702-900.000	PRINT/PUBLISH	775.00	391.50	0.00	383.50	50.52
101-702-910.000	EDUCATION/TRAINING	200.00	0.00	0.00	200.00	0.00
101-702-913.000	TRAVEL	200.00	0.00	0.00	200.00	0.00
101-702-964.000	REFUNDS	200.00	125.00	0.00	75.00	62.50
Total Dept 702 - ZONING ADMINISTRATION		44,646.00	31,843.32	5,441.62	12,802.68	71.32
Dept 703 - ZONING BOARD OF APPEALS						
101-703-702.000	SALARIES & WAGES	670.00	668.62	0.00	1.38	99.79
101-703-705.000	FRINGES	100.00	51.12	0.00	48.88	51.12
101-703-802.000	PROF SERV ATTY	1,000.00	0.00	0.00	1,000.00	0.00
101-703-900.000	PRINT/PUBLISH	600.00	754.00	0.00	(154.00)	125.67
101-703-910.000	EDUCATION/TRAINING	80.00	0.00	0.00	80.00	0.00
101-703-913.000	TRAVEL	175.00	0.00	0.00	175.00	0.00
101-703-955.000	MISCELLANEOUS	25.00	22.00	0.00	3.00	88.00
101-703-964.000	REFUNDS	400.00	0.00	0.00	400.00	0.00
Total Dept 703 - ZONING BOARD OF APPEALS		3,050.00	1,495.74	0.00	1,554.26	49.04
TOTAL EXPENDITURES		601,756.00	433,977.88	32,565.80	167,778.12	72.12
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		601,756.00	222,951.78	59,621.64	378,804.22	37.05
TOTAL EXPENDITURES		601,756.00	433,977.88	32,565.80	167,778.12	72.12

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 12/31/2022 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2022 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
NET OF REVENUES & EXPENDITURES		0.00	(211,026.10)	27,055.84	211,026.10	100.00

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2022 (ABNORMAL)	MONTH 12/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 204 - ROAD FUND							
Revenues							
Dept 000							
204-000-402.000	CURRENT REAL PR	120,000.00		33,120.45	20,097.64 ✓	86,879.55	27.60
204-000-405.000	TAX AD FEE	1,160.00		0.00	0.00	1,160.00	0.00
204-000-411.000	DEL REAL P TAX	8,050.00		4,645.68	0.00	3,404.32	57.71
204-000-664.000	INTEREST INCOME	0.00		485.46	0.00	(485.46)	100.00
Total Dept 000		129,210.00		38,251.59	20,097.64	90,958.41	29.60
TOTAL REVENUES		129,210.00		38,251.59	20,097.64	90,958.41	29.60
Expenditures							
Dept 000							
204-000-702.000	SALARIES & WAGES	1,445.00		1,435.55	0.00	9.45	99.35
204-000-705.000	FRINGES	140.00		109.84	0.00	30.16	78.46
204-000-805.000	PROF SERV-AUDIT	560.00		557.50	0.00	2.50	99.55
204-000-855.000	OTHER SER/CHGS	100.00		0.00	0.00	100.00	0.00
204-000-930.000	REP/MAIN BRINE	8,690.00		7,702.50	0.00	987.50	88.64
204-000-934.002	REP/MAIN INTERI	118,275.00		117,547.84	0.00	727.16	99.39
Total Dept 000		129,210.00		127,353.23	0.00	1,856.77	98.56
TOTAL EXPENDITURES		129,210.00		127,353.23	0.00	1,856.77	98.56
Fund 204 - ROAD FUND:							
TOTAL REVENUES		129,210.00		38,251.59	20,097.64	90,958.41	29.60
TOTAL EXPENDITURES		129,210.00		127,353.23	0.00	1,856.77	98.56
NET OF REVENUES & EXPENDITURES		0.00		(89,101.64)	20,097.64	89,101.64	100.00

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2022 (NORMAL (ABNORMAL))	MONTH 12/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 206 - FIRE FUND						
Revenues						
Dept 000						
206-000-401.000	FROM PREV YEAR-END	750.00	0.00	0.00	750.00	0.00
206-000-402.000	CURR REAL P TAX	232,510.00	39,917.51	39,917.51 ✓	192,592.49	17.17
206-000-402.100	CURR PROP TAX - EQUIPMENT	117,080.00	20,097.64	20,097.64 ✓	96,982.36	17.17
206-000-411.000	DEL REAL P TAX	0.00	9,226.87	0.00	(9,226.87)	100.00
206-000-411.100	DEL REAL TX FIRE APPARTUS	0.00	4,645.68	0.00	(4,645.68)	100.00
206-000-664.000	INTEREST INCOME	0.00	555.04	0.00	(555.04)	100.00
206-000-671.000	MISCELLANEOUS	0.00	893.47	693.47	(893.47)	100.00
206-000-674.000	DONATIONS	0.00	3,500.00	0.00	(3,500.00)	100.00
206-000-676.009	MFR REIMBURSE	22,000.00	0.00	0.00	22,000.00	0.00
Total Dept 000		372,340.00	78,836.21	60,708.62	293,503.79	21.17
TOTAL REVENUES		372,340.00	78,836.21	60,708.62	293,503.79	21.17
Expenditures						
Dept 336 - FIRE						
206-336-702.000	SALARIES & WAGES	95,000.00	60,891.00	462.50	34,109.00	64.10
206-336-705.000	FRINGES	6,500.00	4,658.18	35.38	1,841.82	71.66
206-336-721.000	UNIFORMS	5,000.00	2,262.72	0.00	2,737.28	45.25
206-336-725.000	MUTA EXPENSE	300.00	0.00	0.00	300.00	0.00
206-336-752.000	SUPPLIES/EQUIPMENT	31,500.00	31,452.68	2,323.97	47.32	99.85
206-336-800.000	PROF/CONTRACT	2,500.00	683.69	218.75	1,816.31	27.35
206-336-802.000	PROF SERVICES - SOFTWARE	890.00	888.50	0.00	1.50	99.83
206-336-805.000	PROF SERV-AUDIT	560.00	557.50	0.00	2.50	99.55
206-336-828.000	BANK FEES	280.00	140.00	0.00	140.00	50.00
206-336-851.000	POSTAGE	300.00	227.31	0.00	72.69	75.77
206-336-880.000	COMM PROMOTION	1,520.00	1,432.16	646.00	87.84	94.22
206-336-900.000	PRINT/PUBLISH	1,000.00	0.00	0.00	1,000.00	0.00
206-336-910.000	EDUCATION/TRAINING	4,000.00	1,180.54	268.70	2,819.46	29.51
206-336-913.000	TRAVEL	1,000.00	886.23	0.00	113.77	88.62
206-336-915.000	MEMBER/DUES	500.00	75.00	75.00	425.00	15.00
206-336-920.000	UTILITIES	14,000.00	8,568.38	1,200.55	5,431.62	61.20
206-336-931.000	REP/MAINT	37,000.00	21,203.18	6,885.81	15,796.82	57.31
206-336-935.000	INSURANCE	25,900.00	23,916.15	0.00	1,983.85	92.34
206-336-941.000	CONTINGENCY	2,000.00	0.00	0.00	2,000.00	0.00
206-336-955.000	MISCELLANEOUS	1,100.00	1,084.19	40.40	15.81	98.56
206-336-970.000	CAPITAL OUTLAY	16,740.00	13,764.96	8,864.96	2,975.04	82.23
206-336-991.000	DEBT SERVICE	124,750.00	124,459.21	0.00	290.79	99.77
Total Dept 336 - FIRE		372,340.00	298,331.58	21,022.02	74,008.42	80.12
TOTAL EXPENDITURES		372,340.00	298,331.58	21,022.02	74,008.42	80.12
Fund 206 - FIRE FUND:						
TOTAL REVENUES		372,340.00	78,836.21	60,708.62	293,503.79	21.17
TOTAL EXPENDITURES		372,340.00	298,331.58	21,022.02	74,008.42	80.12
NET OF REVENUES & EXPENDITURES		0.00	(219,495.37)	39,686.60	219,495.37	100.00

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2022 NORMAL (ABNORMAL)	MONTH 12/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 209 - CEMETERY FUND						
Revenues						
Dept 000						
209-000-401.000	PAR PREV YE BAL	865.00	0.00	0.00	865.00	0.00
209-000-402.000	CURR PROP TAX	83,400.00	29,190.48	13,799.27	54,209.52	35.00
209-000-411.000	DEL REAL PP TAX	3,000.00	3,189.70	0.00	(189.70)	106.32
209-000-607.000	SERV RENDERED	800.00	0.00	0.00	800.00	0.00
209-000-626.000	INTERMENT FEES	5,520.00	2,525.00	400.00	2,995.00	45.74
209-000-645.000	LOT SALES	10,300.00	10,700.00	0.00	(400.00)	103.88
209-000-646.000	COLUM SALES	6,300.00	5,100.00	0.00	1,200.00	80.95
209-000-647.000	SCAT GAR BRICK	300.00	0.00	0.00	300.00	0.00
209-000-664.000	INTEREST INCOME	25.00	383.40	0.00	(358.40)	1,533.60
209-000-671.000	OTHER INCOME	1,825.00	1,929.00	0.00	(104.00)	105.70
Total Dept 000		112,335.00	53,017.58	14,199.27	59,317.42	47.20
TOTAL REVENUES		112,335.00	53,017.58	14,199.27	59,317.42	47.20
Expenditures						
Dept 567 - CEMETERY						
209-567-702.000	SALARIES & WAGES	17,039.00	12,980.11	1,419.99	4,058.89	76.18
209-567-704.000	ASSIST BURIALS	600.00	0.00	0.00	600.00	0.00
209-567-704.001	CEMETERY ASSISTANT	2,600.00	2,921.74	0.00	(321.74)	112.37
209-567-705.000	FRINGES	1,576.00	1,216.49	108.62	359.51	77.19
209-567-752.000	SUPPLIES/EQUIPMENT	2,100.00	2,719.25	0.00	(619.25)	129.49
209-567-801.000	PROF SERV-ATTOR	1,500.00	1,185.50	485.50	314.50	79.03
209-567-802.000	PRO SERV SOFTWA	1,950.00	888.50	0.00	1,061.50	45.56
209-567-804.000	PROF SERV MAP	250.00	0.00	0.00	250.00	0.00
209-567-805.000	PRO SERV AUDIT	600.00	278.75	0.00	321.25	46.46
209-567-806.000	COLUM PLAQUES	3,000.00	2,487.00	0.00	513.00	82.90
209-567-807.000	BRICK ENGRAVING	300.00	0.00	0.00	300.00	0.00
209-567-810.000	FOUNDATION EXP	300.00	295.94	0.00	4.06	98.65
209-567-828.000	BANK FEES	0.00	140.00	0.00	(140.00)	100.00
209-567-900.000	PRINT/PUBLISH	600.00	0.00	0.00	600.00	0.00
209-567-913.000	TRAVEL	100.00	0.00	0.00	100.00	0.00
209-567-920.000	UTILITIES	3,200.00	2,348.02	127.38	851.98	73.38
209-567-928.000	REFUNDS	2,000.00	2,000.00	0.00	0.00	100.00
209-567-930.000	REP/MAINT BLDGS	2,350.00	0.00	0.00	2,350.00	0.00
209-567-930.001	REP/MAINT GROUN	4,500.00	24,233.00	4,200.00	(19,733.00)	538.51
209-567-931.000	REP/MAINT EQUIP	2,000.00	0.00	0.00	2,000.00	0.00
209-567-931.001	REP/MAINT IRRIG	9,000.00	9,075.48	0.00	(75.48)	100.84
209-567-935.000	INSURANCE	1,270.00	353.57	0.00	916.43	27.84
209-567-955.000	MISCELLANEOUS	1,300.00	1,274.38	0.00	25.62	98.03
209-567-970.000	CAPITAL OUTLAY	54,200.00	50,525.00	0.00	3,675.00	93.22
Total Dept 567 - CEMETERY		112,335.00	114,922.73	6,341.49	(2,587.73)	102.30
TOTAL EXPENDITURES		112,335.00	114,922.73	6,341.49	(2,587.73)	102.30
Fund 209 - CEMETERY FUND:						
TOTAL REVENUES		112,335.00	53,017.58	14,199.27	59,317.42	47.20
TOTAL EXPENDITURES		112,335.00	114,922.73	6,341.49	(2,587.73)	102.30
NET OF REVENUES & EXPENDITURES		0.00	(61,905.15)	7,857.78	61,905.15	100.00

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PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	12/31/2022	MONTH 12/31/2022	NORMAL (ABNORMAL)	BALANCE	
					INCREASE (DECREASE)			

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PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2022 NORMAL (ABNORMAL)	MONTH 12/31/2022 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 286 - AMERICAN RESCUE PLAN						
Revenues						
Dept 000						
286-000-528.000	FEDERAL GRANTS - OTHER	67,017.00	33,575.47	0.00	33,441.53	50.10
286-000-665.000	INTEREST	0.00	719.65	0.00	(719.65)	100.00
Total Dept 000		67,017.00	34,295.12	0.00	32,721.88	51.17
TOTAL REVENUES		67,017.00	34,295.12	0.00	32,721.88	51.17
Expenditures						
Dept 000						
286-000-802.000	EXPENDITURES	67,017.00	0.00	0.00	67,017.00	0.00
Total Dept 000		67,017.00	0.00	0.00	67,017.00	0.00
TOTAL EXPENDITURES		67,017.00	0.00	0.00	67,017.00	0.00
Fund 286 - AMERICAN RESCUE PLAN:						
TOTAL REVENUES		67,017.00	34,295.12	0.00	32,721.88	51.17
TOTAL EXPENDITURES		67,017.00	0.00	0.00	67,017.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	34,295.12	0.00	(34,295.12)	100.00

REVENUE AND EXPENDITURE REPORT FOR PENTWATER TOWNSHIP

PERIOD ENDING 12/31/2022

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2022	MONTH 12/31/2022	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 703 - CURRENT TAX COLLECTION FUND						
Revenues						
Dept 000						
703-000-412.000	DEL PERSONAL PROP TAX	0.00	99.43	0.00	(99.43)	100.00
703-000-689.000	CASH OVER/SHORT	0.00	2,657.10	2,585.79	(2,657.10)	100.00
Total Dept 000		0.00	2,756.53	2,585.79	(2,756.53)	100.00
TOTAL REVENUES		0.00	2,756.53	2,585.79	(2,756.53)	100.00
Fund 703 - CURRENT TAX COLLECTION FUND:						
TOTAL REVENUES		0.00	2,756.53	2,585.79	(2,756.53)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	2,756.53	2,585.79	(2,756.53)	100.00
TOTAL REVENUES - ALL FUNDS						
		1,282,658.00	430,108.81	157,212.96	852,549.19	33.53
TOTAL EXPENDITURES - ALL FUNDS						
		1,282,658.00	974,585.42	59,929.31	308,072.58	75.98
NET OF REVENUES & EXPENDITURES						
		0.00	(544,476.61)	97,283.65	544,476.61	100.00

INVOICE REGISTER REPORT FOR PENTWATER TOWNSHIP
 POST DATES 12/15/2022 - 01/11/2023
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GFCKG

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
1354	ANAVON TECHNOLOGY GROUP	01/01/2023	01/05/2023	126.98	0.00	Paid	Y
1355	CINTAS	12/22/2022	01/05/2023	97.17	0.00	Paid	Y
1356	CONSUMERS ENERGY	12/29/2022	01/05/2023	154.56	0.00	Paid	Y
1357	STATE OF MICHIGAN EGLE	01/01/2023	01/05/2023	1,500.00	0.00	Paid	Y
1358	ELECTION SOURCE	01/01/2023	01/05/2023	615.00	0.00	Paid	Y
1359	GLENN C BEAVIS	12/20/2022	01/05/2023	195.00	0.00	Paid	Y
1360	KEITH EDWARDS	01/04/2023	01/05/2023	307.77	0.00	Paid	Y
1361	INTEGRITY BUSINESS SOLUTIONS	12/22/2022	01/05/2023	346.32	0.00	Paid	Y
1362	INTEGRITY BUSINESS SOLUTIONS	12/22/2022	01/05/2023	35.65	0.00	Paid	Y
1363	INTEGRITY BUSINESS SOLUTIONS	12/29/2022	01/05/2023	162.95	0.00	Paid	Y
1364	MICHIGAN TOWNSHIP ASSOCIATION	12/21/2022	01/05/2023	59.50	0.00	Paid	Y
1365	LYNNE CAVAZOS	12/21/2022	01/05/2023	150.36	0.00	Paid	Y
1366	OCEANA COUNTY ROAD COMMISSION	12/15/2022	01/05/2023	2,000.00	0.00	Paid	Y
1367	RICOH USA, INC -2	01/01/2023	01/05/2023	58.78	0.00	Paid	Y
1368	RICOH USA, INC - 1	12/20/2022	01/05/2023	111.92	0.00	Paid	Y
1369	RYANS LAWN CARE	12/17/2022	01/05/2023	250.00	0.00	Paid	Y
1370	VILLAGE OF PENTWATER	01/01/2023	01/05/2023	264.50	0.00	Paid	Y

# of Invoices:	17	# Due:	0	Totals:	6,436.46	0.00
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:					6,436.46	0.00

--- TOTALS BY FUND ---

101 - GENERAL FUND	6,436.46	0.00
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--- TOTALS BY DEPT/ACTIVITY ---

171 - SUPERVISOR	150.36	0.00
215 - CLERK	195.00	0.00
262 - ELECTION	615.00	0.00
265 - TOWNSHIP	1,976.10	0.00
527 - SEWER-UTILITIES	1,500.00	0.00
597 - DOC/RECREATION/PLIB	2,000.00	0.00

NO UNPAID

Check Register Report For Pentwater Township
For Check Dates 12/15/2022 to 01/11/2023

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
12/15/2022	GFCKG	22029	CAVAZOS, LYNNETTE M	2,829.68	2,214.01	0.00	Open
12/15/2022	GFCKG	22030	DOUGLAS, HEATHER A	2,891.52	2,425.41	0.00	Open
12/15/2022	GFCKG	22031	EATON, BARBARA C	4,339.72	3,466.77	0.00	Open
12/15/2022	GFCKG	22032	EDWARDS, KEITH J	4,799.93	3,938.42	0.00	Open
12/15/2022	GFCKG	22033	MURPHY, MAUREEN H	2,829.68	2,335.43	0.00	Open
12/28/2022	GFCKG	22046	BEAVIS, GLENN C	1,173.73	893.20	0.00	Open
12/28/2022	GFCKG	22047	FLOOD, DEBRA A	847.08	700.63	0.00	Open
12/28/2022	GFCKG	22048	FLYNN, MICHAEL W	128.02	102.79	0.00	Open
12/28/2022	GFCKG	22049	HOLUB, DEAN J	128.02	112.79	0.00	Open
12/15/2022	GFCKG	EFT72	EFTPS TOWNSHIP	3,982.80	3,982.80	0.00	Open
12/28/2022	GFCKG	EFT74	EFTPS TOWNSHIP	553.03	553.03	0.00	Open
12/28/2022	GFCKG	EFT77	STATE OF MICHIGAN	2,578.57	2,578.57	0.00	Open

Totals: Number of Checks: 012 27,081.78 23,303.85 0.00

Total Physical Checks: 9
Total Check Stubs: 3

+ CEM 2,300.35

+ PD 84.59

27,081.78
+ 2,300.35
+ 84.59
PAYROLL TOTAL = 29,466.72

Check Register Report For Pentwater Township
For Check Dates 12/15/2022 to 01/11/2023

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
12/15/2022	CEMCK	6129	BAILEY, CHRISTOPHER R.	1,419.99	1,252.36	0.00	Open
12/15/2022	CEMCK	EFT71	EFTPS CEMETERY	298.74	298.74	0.00	Open
12/15/2022	CEMCK	EFT73	EFTPS CEMETERY	251.32	251.32	0.00	Open
12/28/2022	CEMCK	EFT76	STATE OF MICHIGAN	330.30	330.30	0.00	Open
Totals:		Number of Checks: 004		2,300.35	2,132.72	0.00	
Total Physical Checks:				1			
Total Check Stubs:				3			

For Check Dates 12/15/2022 to 01/11/2023

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
12/28/2022	FDCHK	3790	SMITH, KAREN R	40.00	36.94	0.00	Open
12/28/2022	FDCHK	EFT75	EFTPS FIRE	6.12	6.12	0.00	Open
12/28/2022	FDCHK	EFT78	STATE OF MICHIGAN	38.47	38.47	0.00	Open
Totals:							
				Number of Checks: 003	84.59	81.53	0.00
Total Physical Checks:				1			
Total Check Stubs:				2			

Summary of Supervisor Report – 1/11/23

1. Pentwater Township Budget Workshop:
 - a. Budget Workshop will be held on Tuesday, February 21, 2023 from 10:00 AM – Noon.
 - b. Public welcome to attend.

2. Update – Sewer/Septic Transfer

The Township has received from the Village the following legal documents:

- a. Quit Claim Deed – North System dated 11/15/2022
 - b. Quit Claim Deed – South System dated 11/15/2022
 - c. Bill of Sale for all pumps, pipes, life stations, equipment, fixtures and other personal property connected to the Apache Hills Subdivision Sewer System.
 - d. All of these documents have been registered and recorded by the Oceana County Register of Deeds.
3. Special Thank You to everyone who brought holiday treats for the Pentwater Township Office staff. Such a Treat for all of us over the Christmas the New Year work weeks.

Clerk's Report – 11 January 2023



Ms. Murphy related the following:

End of Year Activities:

- Working on issuance of W-2 & 1099 forms and other end of year federal and state reporting requirements

Cemetery:

- Closed for the season
- Annual update of cemetery map indicating lot sales, etc.
- Preparation of annual cemetery reports for on-site records
 - 2023 Deed Issuance Report
 - CY 2022 Internment Report

MTA New Officials Training:

- 1 day event in Lansing
- Focus on Clerks & Treasurer's responsibilities
 - Learned about statutory responsibilities, vs. other non-statutory responsibilities that have befallen the Clerk's office over the years
 - Financial Control Policies – We are conducting internal audit of existing policies to see what may be missing or in need of update:
 - Investment/depository (Required)
 - Credit Card (Required)
 - ACH – Electronic Payment (Required)
 - Post-audit (Required – authorizes certain payments prior to Board approval)
 - Purchasing (Recommended)
 - Travel & Expense (Recommended)
 - Should be a Treasurer's policy in place if others are accepting money on his/her behalf
- Financial Reporting & Separation of Duties (Clerk/Treasurer)
 - Monthly
 - Accounts Payable – Clerk
 - Cash activity by fund – Treasurer
 - Balance sheet (best practice) – Clerk
 - Quarterly:
 - Revenue & Expenses – Clerk (Propose motion to approve??)
 - Investment Report – Treasurer

Election Legislation & Other Legislation Impacting Townships:

- Near daily monitoring of *legislative changes or legislation in review* as communicated by the Bureau of Elections and Michigan Township Association (MTA)

Board of Review:

- All BOR members have been sworn in for another term

Michigan Department of State 2022 Election Security Grant Reimbursement Program:

- We are still awaiting \$1,500 reimbursement submitted last August

Protect Pentwater Harbor/Friends of Pentwater Harbor:

- Will begin reaching out to fellow West Michigan Shallow Harbor POCs next week

Transfer Station:

- Closed for the season

Respectfully Submitted,

Maureen Murphy
Clerk, Pentwater Township

DRAFT

Bank Balances as of: December 31, 2022 Monthly Interest

Township Funds

Huntington Bank

General Fund Checking:	\$35,610	
General Fund MM:	\$107,086	\$30.88
Subtotal:	\$142,696	

Mi CLASS

General Fund:	\$145,102	\$236.94
Road Fund	\$36,142	\$130.66
Hart-PTW Non-Motorized Trail Fund	\$22,849	\$82.62
Fund Balance Policy	\$68,860	\$248.91
ARPA Funds	\$68,119	\$246.25
General Fund EDGE	\$86,354	\$303.16
Subtotal:	\$427,426	\$1,279.42

Total Township Funds	\$570,122
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Fire Department Funds

Huntington Bank

Fire Dept Checking:	\$22,672	
Fire Dept Money Market:	\$31,367	\$8.35

Mi CLASS

Fire Department:	\$180,902	\$437.00
		\$445.35

Total Fire Department Funds	\$234,942
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Cemetery Funds

Huntington Bank

Cemetery Checking:	\$62,648	
Cemetery Money Market:	\$150,010.64	\$38.22

Mi CLASS

Cemetery:	\$34,141	\$73.54
		\$111.76

Total Cemetery Funds	\$246,800
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Total All Funds	\$1,051,863
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Pentwater Township Library Board
Regular Monthly Meeting
Minutes
11/15/2022

Call to Order: The regular monthly board meeting was held at the PTL and was called to order at 5:30 PM by Board Vice-President Valerie Church-McHugh.

Roll Call: Present-Valerie Church-McHugh, Jennifer Gwillim, Joan LundBorg, Lissa Williams and Amber Jaeb.
Absent – Kendra Flynn.

Also Present: Mary Barker, PTL Director.

Approval of Agenda: Motion by LundBorg with support by Gwillim to approve the agenda as presented. Approved.

Approval of the 10/18/2022 Board Meeting Minutes: Motion by Jaeb with support by Church-McHugh to approve minutes of 10/28/2022 as presented. Approved.

Treasurer's Report:

- **Finance Reports** - Reports included in packet. Church-McHugh reviewed the reports. Motion by LundBorg with support by Gwillim to approve the October financial reports as presented. Approved.
- **Investment Resolution** – Motion to approve the resolution to invest in bonds - \$32,500 for 3-months and \$32,500 for 6-months. Roll Call vote: YES - Jaeb, Church-McHugh, LundBorg, Williams, Gwillim. NO – None. Approved. Church-McHugh to meet with Austin Garcia.

Review of Bills Paid: Motion by Jaeb with support by Gwillim to accept the bills paid from October 18, 2022 through November 14, 2022 as presented (\$10907.10). Approved.

Director's Report & Stats: Report and stats in packet.

Committee Reports: Committees do not need to be open meetings unless it is a committee of the whole. Summary and minutes of each committee meeting should be given to the Director.

- **Policy Committee** – Nothing to report.
- **Finance Committee** – Nothing to report.
- **Personnel Committee** –
 - Send out evaluation questions to staff at this time with November 30th due date. Do not change questions but delete the question on time of service.
 - Delay evaluations until January because of the increased activities in November and December.
 - Review the succession plan at the December meeting. Gwillim and Jaeb will develop a new slate of officers for consideration.
 - Need mentorship for all officers.
 - Consider 4-year terms for all officers.

- Consider six board meetings a year and 6 work sessions a year to reduce the number of meetings that are required. Vote on meeting schedule at the December meeting.
- **Community Outreach/Advocacy –**
 - Williams will bring cookies for staff next week.

Continuing Business:

- **Strategic Plan – Prioritize Objectives and Action Plan –** Discuss at next work session in January. Assign the objectives so each board member can bring back ideas for action.

New Business:

- **Email Service Contracts –** Will start using Google Work Space. Gwillim and LundBorg are to contact Mark Shotwell to create new passwords.
- **Annual Library Cards –** PTL issues cards to summer visitors for \$10 per family. Roughly 19-30 cards are issued each year. Barker would like to increase the price to \$25. *Motion by Gwillim with support by LundBorg to increase the price of an annual library card to \$25. Approved.*

Other Business to Come Before the Board:

- A reminder that the newly elected board members need to sign their papers at the Township Hall by November 20th.

Next Meeting:

The next Board meeting will be held on Tuesday, December 6th at 5:30 PM.

Adjournment: *Motion by Williams with support by Jaeb to adjourn the meeting.* The meeting was adjourned at 7:00 PM.

Date: _____

Signed: _____

Joan T. LundBorg, Board Secretary

December 6, 2022

TO: Pentwater Township Library Board of Trustees
FROM: Valerie Church-McHugh, Treasurer
RE: November Treasurer Report

1. **Financial Reports:**

Because the December Board meeting is scheduled so early in December, the financial reports were not available. The January Board meeting will present both the November and December 2022 reports for review.

2. **Investment Update:**

A. Austin Garcia has left West Shore Bank. Our new financial manager is Maddie Ambrose.

B. \$65,000 was transferred from Shelby State Bank to West Shore Bank. On Monday, November 28, 2022, Treasury bills were purchased as follows:

1). 3-month Treasury Bill: 3.95%
\$31,700.88
Maturity Date: February 28, 2023

2). 6-month Treasury Bill: 4.375%
\$32,373.00
Maturity Date: May 25, 2023

The Director will have access to the investment portal to follow the interest that the library earns each month.

Pentwater Township Library

Director's Report

December 2022

Community Foundation of Oceana County—Each year In November the Community Foundation asks non-profits for three wishes. All library staff members added their ideas and we picked the three wishes best for us in three different funding levels. I was just informed that one of our wishes was been granted. It was for \$400 to help provide PR by adding additional reading materials for the Beach Buggy.

Santa's Visit—On Saturday, December 3, we had our first daytime visit from Mr. C. Our crowd was much smaller but we had more babies than usual. Everyone was happy they came. The children also decorated a holiday cookie.

Baker & Taylor—In August Baker & Taylor, our main book supplier, was hit by a Ransomware Attack and their system was completely closed down for over two weeks. They were able to fully recover. Last week they shut their whole operation down when they noticed some usual activities happening. They were able to stop the attack before any damage was done. We have been able to resume our orders.

Winter Programs—This winter we have many activities planned, from movies for adults, our adult reading program, crafts for kids after school and movies on Saturday for families. This year we have a goal to make this the largest winter reading program and we have reached our goal and now we are preparing to up the goal. Our emphasis is to be sure that we are reaching out to our patrons with activities at times that work for the population here in the winter, so some programs are earlier in the day to avoid night driving. We hope to help connect adults to new friends and connect to resources.

MeL—Olivia and I had a morning training in Ludington with Laura from MCLS several weeks ago. Mason county invited area libraries to join their staff for this important training. We just worked on a few of the e-resources, but it was helpful to have training on some of the Ebsco products.

Respectfully submitted,

Mary Barker, Director

Pentwater Township Library
 DIRECTOR'S REPORT -
 November Statistics

12/1/2022

CIRCULATION	2022	2021	%	ATTENDANCE	2022	2021	%
FICTION	382	376	2	ADULT PROGRAM	13	4	225
NON-FICTION	102	105	-3	TEEN PROGRAM	0	0	#DIV/0!
LARGE PRINT FICTION	38	50	-24	CHILDREN PROGRAM	39	4	875
LARGE PRINT NON-FICTION	1	2	-50				
TOTAL	523	533	2	TOTAL	52	8	550
KIT GO BAGS	6	1		EVENING PATRONS	26	17	53
KIT MOVIE NIGHT	20	15		TOTAL PATRONS	799	693	15
PERIODICALS	46	50	-8				
PAPERBACKS	4	4	0	NEW REGISTRATIONS			
AUDIO	21	36	-42	ADULT	5	8	-38
VIDEOS & DVDS	218	188	16	CHILDREN	1	0	#DIV/0!
			#DIV/0!	ANNUAL	0	0	#DIV/0!
LIBBY E_Magazine	84	28	200				
LIBBY AUDIO	121	140	-14	TOTAL	6	8	-25
LIBBY E-BOOKS	306	306	0				
MEL CAT LENT	134	114	18	Total Deleted Items	0	190	-100
MEL CAT BORROWED	129	81	59				
HOOPLA E-BOOKS	24	0	#DIV/0!				
HOOPLA E-AUDIO	10	0	#DIV/0!	Multipurpose Room	15	12	25
HOOPLA E-MAGAZINE	2	0	#DIV/0!				
HOOPLA E-MOVIE/TV	32	0	#DIV/0!	RE-REGISTRATIONS			
HOOPLA BINGE PASS	3	0	#DIV/0!	ADULT	14	13	8
TOTAL	1160	962	21	CHILDREN	0	0	#DIV/0!
				TOTAL	14	13	8
J FICTION	39	51	-24				
J NON-FICTION	40	25	60				
J EASY	70	114	-39	COPIES			
J PERIODICALS	0		#DIV/0!	BLACK	1883	3844	-51
J VIDEOS & DVDS	54	31	74	COLOR	1191	1147	4
TOTAL	203	221	-8				
				FAX USAGE	59	638	-91
Y FICTION	8	3	167				
Y NON-FICTION	1	3	-67				
TOTAL	9	6	50	COMPUTER USAGE	76	76	0
GRAND TOTAL	1895	1722	10	WIRELESS USAGE			#DIV/0!

MATERIALS BY DATE ADDED FY 2019-20

Material Type 2022-2023	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL
1 - New Fiction													0
2 - New Non-Fiction													0
5 - Adult Fiction	39	24	35	29	38	40	31	30					0
6 - Adult Non-fiction	53	14	4	34	27	49	18	13					266
7 - Audio Books	4	6	1			1	2						212
8 - Easy Read	2						45	5					14
9 - Hold Shelf													52
10 - Juvenile Audio													0
11 - Juvenile Easy	46	3		23	5	197	8	4					0
12 - Juvenile Fiction	27		6	6	2	9	6	1					286
13 - Juvenile Magazine	4	2	3	3	2	2	2	4					57
14 - Juvenile Non-fic	29	3	5	5	4	16	3						22
15 - Juvenile Video	2	2	2		11	7	13						65
16 - Juvenile Video Series					1								37
17 - Large Print Fiction	7	6	7	4	4	3	7	4					1
18 - Large Print Non-Fiction		1											42
19 - Magazine	43	38	40	39	51	40	2						3
24 - Paperback Fiction							46	46					343
25 - Reference								2					0
26 - Video Non-Fiction				1									2
27 - Video	10	3	3	3	17	9	2	3					3
28 - Video Series			1	3	24	3	1						57
29 - Young Adult Fiction	4		1	3	5	9	11	1					32
30 - Young Adult Magazine													34
31 - Young Adult Non-Fiction	1		5	2	5	7	3	1					0
50 - Launchpad					1								24
51 - Bookclubs													1
52 - Kit Go Bags	4	6	15		8		1						0
53 - Kit Movie Night													34
54 - Kit Fly Tying													0
55 - Computer	4												0
Total	279	108	128	155	205	392	210	114	0	0	0	0	4
													1591

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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, January 4, 2023 19:00
Meeting Location: Pentwater Fire Department
Call to Order

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
 - a. Minutes from 12/7/22
- III. Reports of Officers
 - a. Treasurer Terry Cluchey
 - i. Money market balance: \$31,367.33
 - ii. Checking: \$20,132.32
 - iii. Michigan CLASS: no update
- IV. Old Business
 - a. Station exterior painting (tabled until Spring)
 - b. Fire run report design
 - c. Mounting new tools in 391
 - d. 341 Primer Sensor
 - e. FDIC is April 24-29, 2023 in Indianapolis- reservations are complete for members Barefoot, Thocher, Haynor, Kokx, Bowman and Hughart.
 - f. Santa visited the Village Green on December 21.
 - g. Basketball court ice rink
- V. New Business
 - a. We need to schedule a budget meeting
 - b. We have been awarded a 50/50 grant for the purchase of dual certified wildland/extrication PPE.
 - c. Department IDs have been created and distributed.
 - d. Department elections will be held in February for the positions of Assistant Fire Chief, Secretary and Caretaker.
- VI. Training
 - a. Online Training
- VII. Discussion on last month's calls- there were 26 medical and 4 fire calls for service in December.
- VIII. Adjourn



PENTWATER FIRE DEPARTMENT

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

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Monthly Meeting Minutes

Meeting Date: Wednesday, December 7, 2022 19:00

Meeting Location: Pentwater Fire Department

Call to Order

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
 - a. Minutes from 11/2/22
- III. Reports of Officers
 - a. Treasurer Terry Cluchey
 - i. October ending payroll: \$22,715
 - ii. November Pay: \$4,900
 - iii. Money market: \$42,358.98
 - iv. Checking: \$23,673.38
 - v. Michigan CLASS: \$120,449.80
- IV. Old Business
 - a. Station exterior painting (tabled until Spring)
 - b. By-Laws revision- we met on November 16 and are turning the MFR Coordinator into a Lieutenant position.
 - c. Fire run report design- Ray and Jonathan are working on a new form design.
 - d. Mounting new tools in 391- no update
 - e. 341 Primer- the new primer is installed but one of the sensors is bad and will be replaced at Circle K's expense.
 - f. ARPA grant- we were measured tonight for our backup turnout gear.
 - g. FDIC is April 24-29, 2023 in Indianapolis- we will be sending 6 to the conference.
- V. New Business
 - a. Wednesday, December 21 at 6PM will be a PFD Christmas Party/Dinner at the station with Secret Santas.
 - b. FD Millage- our operating millage will need to be voted on in 2024.
- VI. Training
 - a. Online Training- electric vehicle training has been assigned.
- VII. Discussion on last month's calls- there were 16 medical and 3 fire calls for service in November.
- VIII. Adjourn- a motion to adjourn by Mike Barefoot was seconded by Adam Kokx.



PENTWATER FIRE DEPARTMENT

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

Phone 231.869.5987 • Fax 231.869.8511
www.pentwaterfiredepartment.com

Officer Meeting Minutes

Meeting Date: Wednesday, December 7, 2022 19:00

Meeting Location: Pentwater Fire Department

Call to Order

- I. The officer meeting was cancelled due to a structure fire response in the Village, and then for being fitted for new turnout gear.

Pentwater Township
Zoning Administrator and Ordinance Enforcement Officer
Monthly Report – January 5, 2023

Board Members, the following is a summary of activities conducted by the Zoning Administrator and Ordinance Enforcement Officer for the month of December, 2022.

Code Enforcement – Nothing significant to report at this time.

Planning Commission - The Planning Commission did not meet in December, 2022.

Zoning Board of Appeals - The Zoning Board of Appeals did not meet in December, 2022.

Zoning Permits – The following Zoning Permits were issued in December of 2022:

1. ZP 3432 was issued to Kelie Bond for a 6' x 8' accessory building at 5365 W. Madison Road.

Other Comments –

The Master Plan Committee continues to make progress on the Master Plan. I am currently reviewing/editing the chapters that deal with Existing Land Use, Infrastructure and Public Services Future Land Use and Housing.

Sincerely,

Keith J. Edwards

Pentwater Township
Zoning Administrator & Ordinance Enforcement Officer



Rec Report – January 2023

Rec Program

Rec Christmas Crafts and Cookie Decorating had a wonderful turnout! The kids were in great spirits and dove right in to decorating cookies and making crafts. I am looking to do the next craft event around Valentine's Day.

Signups for Boys Basketball are currently underway. They will remain open for the next few weeks as basketball programs and schedules are being worked out.

We will continue the Can Drive throughout the year, cans and bottles can be dropped off at the DPW at the Blue Shed or in the containers placed down at the Marina.

2022 Rec Donations: \$1150.00

2022-2023 Can Drive Donations: \$1275.90

Can Drive Year to Date: \$5082.65

North End Park

North End Park Donations are open throughout the year. To donate to the North End Park, please visit the Village Website at pentwatervillage.org or contact myself at 231-869-8301 ext. 4 or kanderson@pentwatervillage.org.

North End Park Donations: \$28,250.00

We are truly grateful to everyone that has donated to the North End Park and the Rec Program.

Thank you,

Katie Anderson

Katie Anderson
Rec Director

**Options for Disposition of Township Interest in
327 South Hancock Property**

- Option 1: Do Nothing (continue to own)**
- Option 2: List and retain a commercial realtor to market property**
- Option 3: Offer to sell Township's interest in the property at a set amount**
- Option 4: Deed Township's interest in property to Village with a separate agreement to receive 50% of sale proceeds at the time of sale**
- Option 5: Execute a quit claim deed divesting any Township interest in the property**



A General Law Township

Phone: (231) 869-6231
Fax: (231) 869-4340
Website: www.pentwatertwp.org

500 N. Hancock Street
P.O. Box 512
Pentwater, Michigan 49449

The Pentwater Township Board will meet on the following dates for the year 2023. All meetings will begin at 6:00PM and be held in the Pentwater Community Hall, 500 N. Hancock St. Pentwater, MI 49449.

- Wednesday, January 11, 2023
- Wednesday, February 8, 2023
- Wednesday, March 8, 2023
- Wednesday, April 12, 2023
- Wednesday, May 10, 2023
- Wednesday, June 14, 2023
- Wednesday, July 12, 2023
- Wednesday, August 9, 2023
- Wednesday, September 13, 2023
- Wednesday, October 11, 2023
- Wednesday, November 8, 2023
- Wednesday, December 13, 2023

This notice is posted in compliance with PA267 of 1976 as amended (Open Meetings Act), MCL 15.261, and the Americans with Disabilities Act (ADA).

The Pentwater Township Board will provide necessary reasonable auxiliary aids and services such as signers for the hearing impaired, and audio tapes of printed materials being considered at the Township meeting to individuals with disabilities at the meeting or a public hearing upon three (3) days notice to the Township Clerk.

Individuals with disabilities requiring auxiliary aids or services should contact the Pentwater Township Clerk by writing or calling the following: Maureen Murphy, 500 N. Hancock St. P.O. Box 512, Pentwater MI 49449. Tel: (231) 869-6231. Email: Clerk@pentwatertwp.org

Maureen Murphy
Township Clerk

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

At a regular meeting of the Township Board of the Township of Pentwater, held at the Pentwater Township Hall, 500 N. South Hancock Street, within the Township, on the 11th day of January, 2023 at 6:00 p.m.

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

ABSENT: Holub

The following resolution was offered by Member Cavazos and seconded by Member Murphy:

RESOLUTION NO. 2023-01

RESOLUTION REGARDING ESTABLISHMENT OF TOWNSHIP BOARD MEETING DATES/TIMES FOR CY 2023/24

Whereas, the Pentwater Township Board of Trustees has the authority to establish meeting dates and times for its regular monthly meetings, and

Whereas, the Pentwater Township Board of Trustees feels that such meetings should be held when it is most convenient for the general public;

Now Therefore Be It Resolved, that the Pentwater Township Board of Trustees shall conduct its regular monthly meetings on the second Wednesday of every month at 6:00 p.m. in the Pentwater Community Hall, 500 N. Hancock St.

AYES: Murphy, Flynn, Douglas, and Cavazos
NAYS: None

RESOLUTION DECLARED ADOPTED.

Maureen Murphy, Township Clerk

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

Maureen Murphy, Township Clerk

ACCESS AGREEMENT FOR PARK PLACE COMMUNITY BUILDING

THIS ACCESS AGREEMENT for the Park Place Community Building (the "Agreement") is made and entered into as of this 9th day of May, 2022, by and between the VILLAGE OF PENTWATER, a Michigan general law village located in Oceana County, Michigan, whose offices are located at 327 S. Hancock Street, P.O. Box 422, Pentwater, Michigan 49449 (hereinafter, the "Village"), and the TOWNSHIP OF PENTWATER, a Michigan general law township located in Oceana County, Michigan, whose offices are located at 500 N. Hancock Street, P.O. Box 512, Pentwater, Michigan 49449 (hereinafter, "Township").

RECITALS

WHEREAS, the Village owns and operates a community building and center located at 310 N. Rush Street, Pentwater (the "Community Building"); and

WHEREAS, the Village operates and maintains the Community Building for various community purposes and sponsors and conducts events at the Community Building; and

WHEREAS, the Village and Township desire to provide access to the Community Building to Township residents that do not reside within the Village; and

WHEREAS, the Village and Township desire to continue their long-standing cooperative and collaborative working relationship with respect to the Community Building and enter into this Agreement as authorized under the provisions of Act 35 of the Public Acts of Michigan of 1951, as amended, and Act 7 of the Public Acts of 1967, as amended, to provide access to the Community Building for community events and programs held at the Community Building.

NOW THEREFORE, in consideration of the foregoing, the parties agree as follows:

1. Payment from Township. The Township hereby agrees that on or before June 1, 2022, it will pay \$7,500 to the Village to permit Township residents that do not reside within the Village to have access to and attend public events held at the Community Building. Use of the Community Building by Township residents shall be on the same basis as use by residents of the Village and shall be subject to all applicable Village rules and regulations. To the extent that an organization or group holds an event at the Community Building and charges a fee for attendance or participation at the event (if permitted by the Village and in accordance with the Village's rules and regulations), Township residents shall be required to pay such fee to that organization to attend or participate in that organization's event at the Community Building. Township Residents shall pay the non-resident fee to reserve for private use events.

2. Ownership. The Community Building is owned by the Village and the Township will not, by means of this Agreement, obtain, or claim any ownership of the Community Building.

3. Term of Agreement. This Agreement shall extend through and including March 31, 2023, unless one party provides not less than 60-day prior written notice to the other party that it desires to terminate this Agreement. This Agreement may be renewed by mutual agreement of the Township Board and the Village Council.

4. Liability. The Village, as the owner of the Community Building, shall be entirely responsible for any liability associated with the Community Building, the maintenance of insurance, upkeep and operation of the building, and all other potential matters subject to liability or claim. The Township does not assume and shall not be liable for any such claims for personal or property damage, or any other liabilities whatsoever, other than the payment described in paragraph 1 of this Agreement.

5. Authority to Execute. The parties have authorized their respective chief executive officers (the Township Supervisor and Village President) and clerks to execute this Agreement in accordance with Act 35 and Act 7.

6. Miscellaneous. This Agreement contains the entire agreement between the parties with respect to the Township's use of the Park Place Community Building and it supersedes any prior oral or written understanding or agreements. This Agreement shall not be assigned by either party except by written consent of both parties. Venue and jurisdiction regarding any action regarding this Agreement or the subject matter thereof shall lie in Oceana County, Michigan and the Agreement shall be construed in accordance with the laws of the State of Michigan. This Agreement shall not be construed to restrict or limit the authority of either party in performing any official power or duty as authorized by law. By signing this Agreement, neither party waives its governmental immunity nor any defenses available to it or its elected or appointed officials, officers, employees, agents, or volunteers under Michigan law. This Agreement shall not confer any rights or remedies upon any third party other than the parties in this Agreement and their respective successors and assigns. If any provision of this Agreement is declared invalid or unenforceable, it shall be ineffective only to the extent of such invalidity without invalidating the remainder of such provisions or the remaining provisions of this Agreement, and the other provisions hereof shall be liberally construed to effectuate the purpose and intent of this Agreement. All of the covenants and provisions of this Agreement and any amendments thereto shall extend and be binding upon the respective successors, legal representatives, officers, officials, employees, independent contractors, agents, and volunteers of the parties. No provisions of this Agreement shall be amended except by written amendment signed by the authorized representatives of both parties.

7. Assignment. This Agreement shall not be assigned by either party except by written consent of both parties.

8. Municipal Authority. This Agreement shall not be construed to restrict or limit the authority of either party in performing any official power or duty as authorized by law.

9. Complete Agreement. This Agreement contains the entire agreement between the parties with respect to the Township's use of the Park Place Community Building and it supersedes any prior oral or written understanding or agreements.

10. Applicable Law. This Agreement shall be construed in accordance with the laws of the State of Michigan. Venue and jurisdiction regarding any action regarding this Agreement or the subject matter thereof shall lie in Oceana County, Michigan.

11. Governmental Immunity. By signing this Agreement, neither party waives its governmental immunity nor any defenses available to it or its elected or appointed officials, officers, employees, agents, or volunteers under Michigan law.

12. No Third-Party Beneficiaries. This Agreement shall not confer any rights or remedies upon any third party other than the parties in this Agreement and their respective successors and assigns.

13. Severability. If any provision of this Agreement is declared invalid or unenforceable, it shall be ineffective only to the extent of such invalidity without invalidating the remainder of such provisions or the remaining provisions of this Agreement, and the other provisions hereof shall be liberally construed to effectuate the purpose and intent of this Agreement.

14. Binding Effect. All of the covenants and provisions of this Agreement and any amendments thereto shall extend and be binding upon the respective successors, legal representatives, officers, officials, employees, independent contractors, agents, and volunteers of the parties.

15. Amendments. No provisions of this Agreement shall be amended except by written amendment signed by the authorized representatives of both parties.

IN WITNESS WHEREOF, the parties have each caused this Agreement to be executed by their respective, duly authorized individuals.

VILLAGE OF PENTWATER

By: Jeff Hodges
Jeff Hodges
Its: President

By: Rande S. Listerman
Rande S. Listerman
Its: Clerk

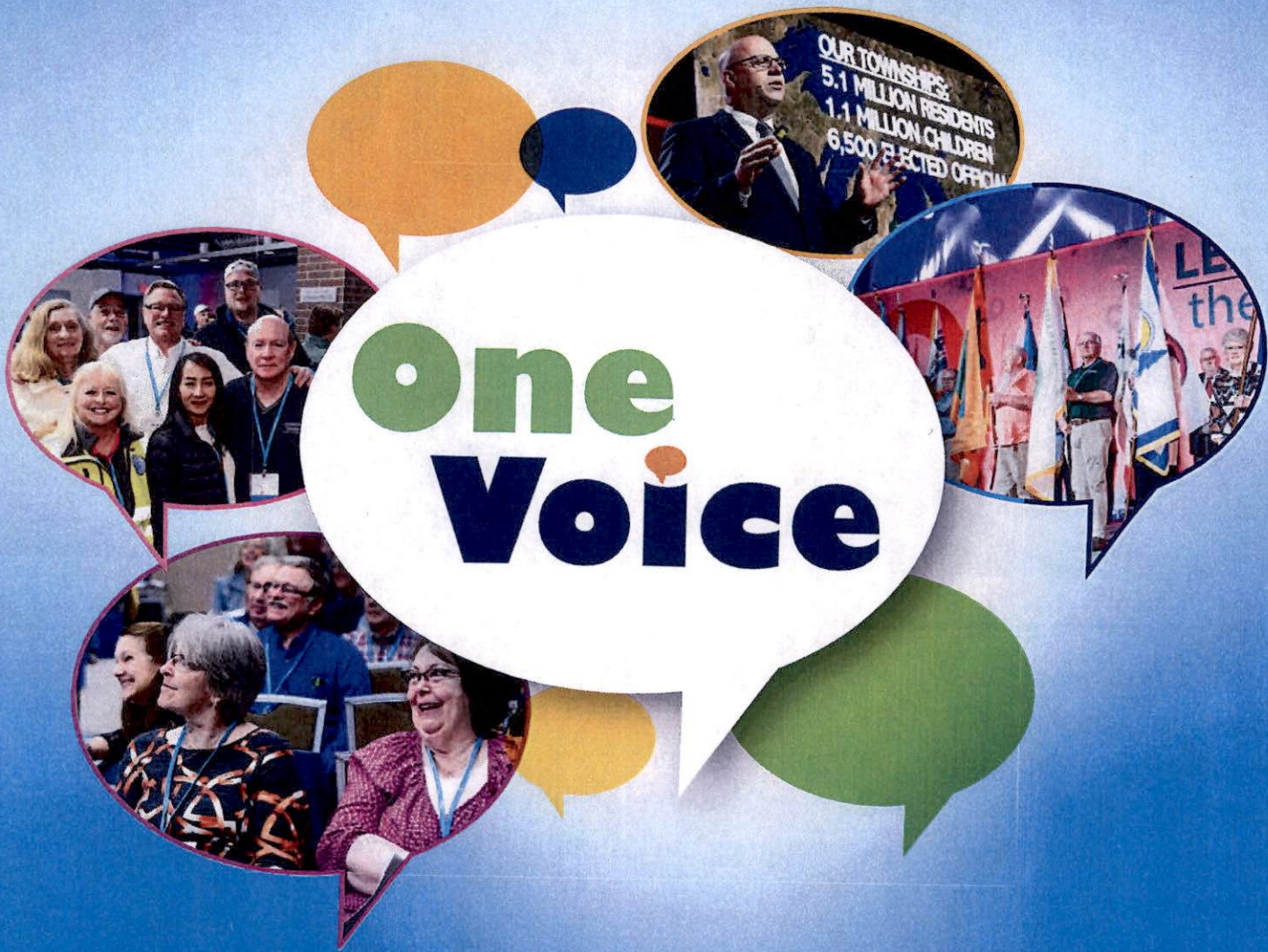
TOWNSHIP OF PENTWATER

By: Lynne Cavazos
Lynne Cavazos
Its: Supervisor

By: Maureen Murphy
Maureen Murphy
Its: Clerk

MASTER

When does 1,240 + 1,000 = 1? At MTA's Annual Conference & Expo



MTA Educational Conference & Expo

April 17-20, 2023

Grand Traverse Resort, Acme Township

REGISTRATION OPENS JAN. 4