

PENTWATER TOWNSHIP BOARD

AGENDA PACKET

REGULAR BOARD MEETING

July 12, 2023 at 6:00 p.m.

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

Mike Flynn, Trustee  
Dean Holub, Trustee

**PENTWATER TOWNSHIP BOARD MEETING  
Regular Meeting**

July 12, 2023 at 6:00 p.m.  
Pentwater Community Hall  
500 N. Hancock Street, Pentwater, MI 49449

Join Zoom Meeting

<https://us02web.zoom.us/j/82753999041?pwd=cjhSZHVUREN1aHFvakxYZl13SjEzZz09>

Meeting ID: 827 5399 9041

Passcode: 904717

**AGENDA**

1. Call to Order/Pledge
2. Roll Call
3. Consent Agenda – Review & Action
  - a. Minutes of June 14, 2023
  - b. Correspondence, if any
  - c. Monthly Budget Reports for General Fund, Cemetery Fund, Fire Dept Fund, and ARPA Fund
  - 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 (April thru Oct)
  - d. Transfer Station (April thru Oct)

**13. Unfinished Business**

- a. Review & Action: Capital Improvement Plan (CIP)
- b. Review & Action: Proposed Comprehensive Sewer Ordinance – Ordinance 2023-3
- c. Review & Action: Resolution 2023-08.1 Deputy Wage Adjustment
- d. Review & Action: Clerk/Treasurer Compensation for Non-Statutory Duties

**14. New Business**

- a. Review & Action: Q1 2023 Budget Amendments
- b. Review & Action: Draft Master Plan – Approval for Distribution

**15. Public Comments**

**16. Other Items from Board Members**

**17. Adjournment**



*A General Law Township*

# Pentwater Township Regular Board Meeting

## Consent Agenda Items

### July 12, 2023

- Prior Meeting Minutes:
  - Township Regular Board Meeting – June 14, 2023
- Correspondence:
- Financial Reports 4/1/23 thru 6/30/23
- Claims/Bills for the period 6/13/23 – 5/10/23 as follows (incl. payroll):
  - Township - \$39,954
  - Cemetery - \$2,451
  - Fire - \$4,192
  - Sewer – \$9,444
  - Road - \$0

<p style="text-align: center;"> <b>PENTWATER TOWNSHIP BOARD</b>  <b>PENTWATER COMMUNITY HALL</b>  <b>500 N. HANCOCK STREET, PENTWATER, MI 49449</b>  <b><i>Draft Minutes</i></b>  <b>14 June 2023</b>  <b>ZOOM Available for Audience</b> </p>	
<p>Supervisor Cavazos called the meeting to order at 6:00 PM</p> <p><b>Members Present:</b> Cavazos, Douglas, Murphy, Flynn, Holub</p> <p><b>Members Absent:</b> None</p> <p><b>Staff Present:</b> Glenn Beavis, Deputy Clerk</p> <p><b>Others Present:</b> Ron Christians, Tom Roose, Valerie McHugh, Mary Barker, Dave Spitler, Jerrold Maki, Claudia Ressel-Hodan, Carol Friebe, Diane Sanford, Kendra Flynn, V. McHugh, Rob Young, Joan Lundborg, and one person who failed to sign in.</p> <p><b>Present via Zoom:</b> Kyle Jansen</p>	<p><b>CALL TO ORDER</b></p> <p><b>ROLL CALL</b></p>
<p>Moved by Douglas and seconded by Murphy to accept the Consent Agenda as follows:</p> <ul style="list-style-type: none"> <li>• Prior Meeting Minutes (May 10<sup>th</sup> &amp; 23<sup>rd</sup>, 2023)</li> <li>• Correspondence: None</li> <li>• Budget Reports:</li> <li>• Claims/Bills (payroll, paid, and to be paid) for the 5/10/23 thru 6/14/23 as follows: <ul style="list-style-type: none"> <li>○ Township - \$33,281 (includes any Road Fund payroll)</li> <li>○ Cemetery - \$5,666</li> <li>○ Fire - \$160,230</li> <li>○ Road - \$0</li> </ul> </li> </ul> <p>Roll call vote:  YES: Cavazos, Douglas, Murphy, Flynn, Holub  NO: None  Motion Carried</p>	<p><b>CONSENT AGENDA - Review &amp; Action</b></p>
<p>Moved by Douglas and seconded by Holub to accept the meeting as presented.</p> <p>Roll call vote:  YES: Cavazos, Douglas, Murphy, Flynn, Holub  NO: None  Motion Carried</p>	<p><b>MEETING AGENDA</b></p>
<p>None</p>	<p><b>PUBLIC COMMENTS</b></p>
<p>Ms. Cavazos related the following:</p> <ol style="list-style-type: none"> <li>1. United Way of the Lakeshore presented at our Oceana MTA Chapter in May. Barb Sims, Oceana County United Way Director, shared a variety of handouts that outline all of the services provided by United Way. I want to encourage</li> </ol>	<p><b>SUPERVISOR'S REPORT</b></p>

<p>everyone to continue to support United of the Lakeshore and share the information with others.</p> <ol style="list-style-type: none"> <li>2. Friends of the Pentwater Cemetery will have a next event on Saturday, July 22, 2023 from 9:00 AM – Noon. The focus of this project will be the cleaning of the headstones in the older part of the Cemetery – Section 12 and 13. You can still join the Friends of the Pentwater Cemetery and participate.</li> <li>3. The Township participated in the Pentwater Township Library Open House on Monday, June 12. <ul style="list-style-type: none"> <li>• A special thank you to Maureen and her family for providing the Hot Dogs with fixings for everyone in attendance.</li> <li>• Than you also to Mike Flynn and myself for setting up and being available to answer questions regarding the services provided by the Township.</li> <li>•</li> </ul> </li> <li>4. Thank you to the Village of Pentwater for clearing the brush and trees by the curve near the Welcome to Pentwater – south end. The visibility is so much better and hopefully will make travel on the curve safer. Thanks to Chris Brown and Mikey Russell.</li> </ol>	
<p>Ms. Murphy related the following:</p> <p><b>2023 Audit:</b></p> <ul style="list-style-type: none"> <li>• The 2023 Audit is scheduled to begin Monday, August 14<sup>th</sup> and is expected to run two days</li> <li>• The auditor will verify that the Township Office complies with Michigan Department of Treasury’s current Uniform Chart of Accounts document.</li> <li>• Our office has already initiated the process, but the next step of turning information over to BS&amp;A for data transfer is pending a Zoom meeting we have scheduled with the Auditor to review GL numbers currently being used to represent assets and liabilities. This meeting is set for July 25<sup>th</sup>, and we will need Heather’s participation in order to have an efficient meeting.</li> </ul> <p><b>.GOV Email:</b></p> <ul style="list-style-type: none"> <li>• General reminder</li> </ul> <p><b>Election Legislation &amp; Other Legislation Impacting Townships:</b></p> <ul style="list-style-type: none"> <li>• Both the House and Senate introduced identical bill packages and took committee testimony on the legislation this week to implement statutory changes required under Proposal 2 from last November’s election that enshrined several elections-related provisions into the Michigan Constitution. Progress!</li> <li>• Similar, but not identical House &amp; Senate bills were put forward regarding drop boxes: <ul style="list-style-type: none"> <li>○ The bills clearly state that the SOS is to pay for the drop boxes, their installation, and any required video monitoring, but also removes the</li> </ul> </li> </ul>	<p><b>CLERK’S REPORT</b></p>

current statutory requirement for video monitoring on new drop boxes!  
Bottom line: video monitoring requirement is still up for discussion.

- I continue to accept applications from people who would like to be part of the Election Process. So, if you know of anyone who would like to do their civic duty this is a great opportunity for them to do so.
- Planning to conduct short workshops describing the role of an Election Inspector. Dates and Times TBD.

#### **Cemetery:**

- Monthly report provided (\$1,430 revenue/2 burials/2 traditional lots sold)
- Attended half-day **Cemetery Management & Administration** workshop, hosted by MTA on June 6<sup>th</sup>. Key Takeaways:
  - Reminds us that townships have perpetual obligation to maintain – prices should be keeping up with inflation (at minimum every 5 years). When were our prices last updated?
  - Suggest tiered pricing for columbarium niches (higher vs. lower/North vs. South)
  - BS&A offers a cemetery module that we may want to consider
  - Make sure we have cemetery land survey & verify deeded to Township
  - We were advised to add ordinance language stating that all burial rights are to be assigned at time of purchase. Also consider language stating an “expiration date”, typically 15–30 years, unless purchaser contacts Township to update/confirm plans
  - Regarding the “Vault” question, there are no laws requiring the use of vaults for any burial type. We could eliminate vault requirement IF the person holding burial right gives up the right to exhume the remains. Requires ordinance revision.
  - New Revenue Generator: Consider offering a Pet Cemetery in a designated area. Promote with fliers to local vets, etc.
  - Could become Green Burial Friendly if desired:
    - Remove vault requirement from ordinance
    - Identify a designated area
    - Charge higher fee due to larger space requirement

#### **Transfer Station:**

- We had 219 visitors in May and took in \$1,292 in fees.
- We continue to issue new permits with expiration dates (Oct 2025)
- Free day this Saturday June 17<sup>th</sup>

#### **Sewer Fund Seed Money:**

At our Special Board Meeting of May 23<sup>rd</sup>, we discussed revising our current FY General Fund budget to include a “Transfer Out” of \$83,000 in “seed money” to the new Sewer Fund, and a corresponding “Transfer In” of these monies to the Sewer Fund budget. After the meeting we spoke to our auditor who recommends instead that we set up a loan from the General Fund to the Sewer Fund. A loan will appear as an Asset and Liability in the fund’s respective balance sheets, rather than in their budgets, and will be paid back with interest in accordance with a TBD amortization schedule. Bottom line is that we will not set up “Transfer Out”/“Transfer In” budget line items when we do our quarterly budget amendments next month as had been originally discussed

<p>during our May 23<sup>rd</sup> Special Board Meeting. The total amount of the loan (if &gt; \$83k), payback schedule, and interest rate to be charged will need to be developed by this board for review and approval at the July Board Meeting.</p> <p><b>Website:</b></p> <ul style="list-style-type: none"> <li>• Zoom meeting set up with website provider STG on Thursday, June 22<sup>nd</sup>. Meeting invite has been sent to everyone.</li> <li>• STG is the company that reviewed our website and prepared proposals that we viewed in our April Board meeting.</li> <li>• Ask Heather if she's identified any local website providers</li> </ul> <p><b>Office Matters</b></p> <p><b>RICOH Printer:</b> After receiving a \$1,600 bill from RICOH last month (since explained and understood), we are paying closer attention to monthly usage to make sure that future billings align with actual usage</p> <ul style="list-style-type: none"> <li>• May Usage: <ul style="list-style-type: none"> <li>▪ 6003 copies with about a third being color</li> <li>▪ Color copies are over six times more expensive than B&amp;W</li> <li>▪ Ask that we minimize usage of color copies wherever possible</li> </ul> </li> </ul>	
<p>Treasure Douglas' spoke of ongoing efforts regarding new sewer billing. Written report not provided.</p>	<p><b>TREASURER'S REPORT</b></p>
<p>The following reports were received and placed on file:</p> <ul style="list-style-type: none"> <li>• Fire Department and Recreation</li> <li>• No Library Board meeting this month</li> </ul>	<p><b>OTHER DEPARTMENTAL REPORTS</b> Library, Fire Department Recreation and Assessor</p>
<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>• Transfer Station</li> <li>• Cemetery</li> </ul> <p>Reports not provided this period:</p> <ul style="list-style-type: none"> <li>• None</li> </ul>	<p><b>STAFF REPORTS</b> Zoning, Assessing, Cemetery, Transfer Station</p>
<p><b>Unfinished Business:</b></p> <p>a. <b>CRC City Committee Final Report</b></p> <p>Committee member David Spidler presented a summary of the report and identified several recommended revisions be made to the copy presented to the board. David indicated a plan to meet the following day with Clerk Murphy &amp; Library Director Mary Barker to review &amp; verify proposed revisions after which Clerk Murphy would work with Eric Luper to implement. The committee has the task to propose dates and location for two public presentations and will work with the board to</p>	<p><b>UNFINISHED BUSINESS a)</b> <b>CRC City Committee Final Report</b></p>



<p>determine presentation format. Current vision is to conduct two meetings at Park Place, with one taking place in the afternoon and the other taking place in the evening.</p> <p>NOTE: The CRC Final Report will not be included in the final posted Board Packet but will be posted to the Township website separately.</p> <p>Motion by Flynn, seconded by Douglas to accept the CRC Report with above referenced revisions that will be finalized the following day, and establish protocol for sharing the report and scheduling meetings with Township residents.</p> <p>Roll call vote:  Yeas: Murphy, Flynn, Douglas, Cavazos, Holub  Nays: None  Motion: Carries</p>	
<p><b>Unfinished Business:</b></p> <p><b>b. Process for Placing Parcel 64-044-560-076-00 Up for Sale</b></p> <p>Proposed Mika Meyers prepared "Instructions to Persons Submitting Proposals" and "Notice of Sale of Vacant Land....." were reviewed and approved by the Board. Supervisor Cavazos will obtain and place a FOR SALE sign on the property, and the clerk's office will get the Notice of Sale to OHJ for publication, and will post same, along with Instructions documents to the web.</p> <p>Deadline for proposals is July 31, 2023 at 2:00PM EST</p> <p>Motion by Holub, seconded by Douglas to approve the process for selling parcel 64-044-076-00 and move forward with the sale of public vacant land.</p> <p>Roll call vote:  Yeas: Murphy, Flynn, Douglas, Cavazos, Holub  Nays: None  Motion: Carries</p>	<p><b>UNFINISHED BUSINESS b)</b>  <b>Process for Placing Parcel 64-044-560-076-00 Up for Sale</b></p>
<p><b>Unfinished Business:</b></p> <p><b>c. Park Place Access Agreement</b></p> <p>Motion by Cavazos, seconded by Douglas to sign the revised Park Place Access Agreement renewal document.</p> <p>Roll call vote:  Yeas: Murphy, Flynn, Douglas, Cavazos, Holub  Nays: None  Motion: Carries</p>	<p><b>UNFINISHED BUSINESS a)</b>  <b>Park Place Access Agreement Renewal</b></p>
<p><b>New Business:</b></p> <p><b>a. Proposed Zoning Map Change for Parcel No. 64-001-023-400-01</b></p>	<p><b>NEW BUSINESS a)</b>  <b>Proposed Zoning Map Change:</b></p>

<p>The proposed change would allow the owner to split the subject 13.5-acre parcel in order to create an additional parcel for other family members. The Planning Commission voted in favor of Board approval.</p> <p>Motion to approve Ordinance No. 2023-2 that amends the Pentwater Township Zoning that will rezone parcel no. 64-001-023-400-01 from RR Rural Residential District to a R-1 Single Family Residential District.</p> <p>Roll call vote:  Ayes: Holub, Flynn, Douglas, Murphy, Cavazos  Nays: None  Motion: Carries</p>	<p><b>Parcel 64-001-023-400-01</b></p>
<p><b>New Business:</b></p> <p><b>b. Proposed Comprehensive Sanitary Sewer Ordinance</b></p> <p>Discussion of the proposed Ordinance ensued and Supervisor Cavazos requested that F&amp;V and the Board review the proposed ordinance for further discussion at the next Board meeting.</p> <p>This item to be revisited at the July Regular Board Meeting</p>	<p><b>NEW BUSINESS b) DISCUSSION: Proposed Comprehensive Sewer Ordinance</b></p>
<p><b>New Business:</b></p> <p><b>c) Proposed Township South Sanitary Sewer System Maintenance Agreement</b></p> <p>Motion by Douglas, seconded by Holub to approve the maintenance agreement with Cummins, Inc. for the generator at the Apache Hills Lift Station – Township South Sewer System.</p> <p>Roll call vote:  Ayes: Flynn, Douglas, Murphy, Cavazos, Holub  Nays: None  Motion: Carries</p>	<p><b>NEW BUSINESS c) South Sewer System Maintenance Agreement</b></p>
<p><b>New Business:</b></p> <p><b>d) Capital Improvement Plan</b></p> <p>Updates to this plan require in-depth review with board members.  Supervisor Cavazos will call a Special Board Meeting to further develop plan.</p>	<p><b>NEW BUSINESS d) 5-Year Capital Improvement (CIP) Plan</b></p>
<p><b>New Business:</b></p> <p><b>e) Township “Par Plan” Risk Assessment Recommendations</b></p> <p>Motion by Murphy, seconded by Holub to approve the Supervisor and Clerk moving forward to address the recommendations from the Par Plan Insurance Risk Assessment representative and approve funds to complete the recommendations</p> <p>Roll call vote:  Yeas: Murphy, Holub, Flynn, Douglas, Cavazos  Nays: None</p>	<p><b>NEW BUSINESS e) Township “Par Plan” Risk Assessment Recommendations</b></p>

<p>Motion: Carries</p>	
<p><b>New Business:</b></p> <p><b>f) Columbarium Placard Payment Responsibility</b></p> <p>(1) Motion by Holub, seconded by Cavazos to approve the payment responsibility for columbarium placards at the Pentwater Township Cemetery from Township to Niche purchaser.  Roll call vote:  Yeas: Murphy, Holub, Flynn, Douglas, Cavazos  Nays: None  Motion: Carries</p> <p>(2) Motion by Douglas, seconded by Murphy to approve the reimbursement for purchased niches to be for original purchase price less the cost of the placard.  Roll call vote:  Yeas: Murphy, Holub, Flynn, Douglas, Cavazos  Nays: None  Motion: Carries</p>	<p><b>NEW BUSINESS f)</b>  <b>Columbarium Placard Payment Responsibility</b></p>
<p><b>New Business:</b></p> <p><b>g) Proposal for Pentwater – Hart Trail Engineering &amp; Consulting Services</b></p> <p>Motion by Douglas, seconded by Murphy to approve the recommendation to use F&amp;V as the prime professional for professional services for the Pentwater Hart Trail.  Roll call vote:  Yeas: Douglas, Cavazos, Murphy, Flynn  Nays: None  Motion: Carries</p> <p>Motion by Holub, seconded by Douglas to authorize the Pentwater Township Supervisor to enter into an agreement to provide professional services for the Pentwater Hart Trail and to provide documents needed for the Spark Grant.  Roll call vote:  Yeas: Douglas, Cavazos, Murphy, Flynn  Nays: None  Motion: Carries</p>	<p><b>NEW BUSINESS g)</b>  <b>Pentwater-Hart Trail Engineering &amp; Consulting Services</b></p>
<p><b>New Business:</b></p> <p><b>h) Apache Hills Septic Tank Pump-Out Cost Estimate</b></p> <p>Motion by Douglas, seconded by Holub to approve the estimate of \$5,500 to remove sludge from the septic tank at the Apache Hills Drain Field – Township South System.  Roll call vote:  Yeas: Douglas, Cavazos, Murphy, Flynn  Nays: None</p>	<p><b>NEW BUSINESS h)</b>  <b>Apache Hills Septic Tank Pump-Out Costs</b></p>

Motion: Carries		
<b>New Business:</b> <b>i) MTA dues for 7/01/2023- 6/30/2024</b> Motion by Murphy, seconded by Cavazos to approve the expenditure of \$4,151.61 for Annual Dues to MTA, plus \$750 for the On-Line Learning Essentials subscription.		<b>NEW BUSINESS i) MTA Annual Dues</b>
<b>New Business:</b> <b>j) Discussion Item: Joint 5-year Recreation plan with Village of Pentwater</b> This plan is expected to take about 18 months to complete with target completion in December 2024.  The Board expressed support for the Township’s involvement in a new Joint 5-year Recreation Plan with the Village. The new plan will cover 2024 through 2029 calendar years.		<b>NEW BUSINESS j) Joint 5-Year Recreation Plan w/Village</b>
<ul style="list-style-type: none"> <li>• Tom Roose asked for Township status regarding additional sewer hook-ups and drainage issues. He also asked about repair plans for Longbridge bridge. Regarding the bridge, Dave Spitler noted that repair plans are pending underwater structural assessment after-which the Oceana Road Commission will be seeking grants to support bridge approaches.</li> <li>• Paula DeGregorio expressed concern regarding someone selling semi-automatic and other guns out of their garage during the Village yard sale.</li> <li>• Claudia Ressel-Hodan &amp; Ron Christians both applaud the Board for it’s involvement with the Pentwater-Hart trail and seeking out a Spark grant.</li> </ul>		<b>PUBLIC COMMENTS</b>
None		<b>OTHER ITEMS from BOARD MEMBERS</b>
Moved by Douglas and seconded by Murphy to adjourn the meeting at 8:08 PM. Motion carried.		<b>ADJOURNMENT</b>
_____ Maureen Murphy, Township Clerk		<b>Prepared by Deputy Clerk Glenn Beavis</b>
_____ Date		

PERIOD ENDING 06/30/2023

% Fiscal Year Completed: 24.86

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG
		ORIGINAL BUDGET	06/30/2023 NORMAL (ABNORMAL)	MONTH 06/30/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-401.000	FROM PREV YEAR-END	98,387.23	0.00	0.00	98,387.23	0.00
101-000-402.000	CURRENT REAL PROPERTY	299,244.00	0.00	0.00	299,244.00	0.00
101-000-405.000	TAX ADMINISTRATION FEE	60,700.00	0.00	0.00	60,700.00	0.00
101-000-411.000	DELINQUENT REAL PROP TAX	0.00	13,219.51	0.00	(13,219.51)	100.00
101-000-429.000	COMM FOREST TAX	20.00	0.00	0.00	20.00	0.00
101-000-432.000	STATE PMT IN LIEU OF TAX (PILT)	3,300.00	0.00	0.00	3,300.00	0.00
101-000-434.000	TRAILER PARK TAX	200.00	0.00	0.00	200.00	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	1,812.54	0.00	6,187.46	22.66
101-000-479.000	ZONING PERMIT FEES	2,000.00	340.00	80.00	1,660.00	17.00
101-000-481.000	PLANNING COMMISSION REVIEW FEES	1,050.00	525.00	125.00	525.00	50.00
101-000-546.000	METRO ACT	3,900.00	3,215.62	3,215.62	684.38	82.45
101-000-549.000	ELECTION REIMBURSEMENT	4,900.00	0.00	0.00	4,900.00	0.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHARE	0.00	886.39	886.39	(886.39)	100.00
101-000-574.000	STATE SHARED REVENUE	56,100.00	12,192.00	0.00	43,908.00	21.73
101-000-603.000	ZBA FEES	1,600.00	800.00	0.00	800.00	50.00
101-000-628.000	TRANSFER SITE FEES	11,200.00	4,294.00	1,455.00	6,906.00	38.34
101-000-664.000	INTEREST INCOME	300.00	4,159.47	44.64	(3,859.47)	1,386.49
101-000-672.000	OTHER REVENUE	1,400.00	142.58	0.00	1,257.42	10.18
101-000-686.000	MISCELLANEOUS	4,500.00	4,183.98	4,183.98	316.02	92.98
Total Dept 000		556,901.23	45,771.09	9,990.63	511,130.14	8.22
TOTAL REVENUES		556,901.23	45,771.09	9,990.63	511,130.14	8.22
Expenditures						
Dept 101 - TOWNSHIP BOARD						
101-101-702.000	SALARIES & WAGES	3,307.50	665.70	0.00	2,641.80	20.13
101-101-705.000	EMPLOYER FICA CONTRIB	253.02	50.91	0.00	202.11	20.12
Total Dept 101 - TOWNSHIP BOARD		3,560.52	716.61	0.00	2,843.91	20.13
Dept 171 - SUPERVISOR						
101-171-702.000	SALARIES & WAGES	35,653.80	8,913.48	2,971.16	26,740.32	25.00
101-171-702.001	DEPUTY WAGES	9,178.03	3,163.49	1,235.83	6,014.54	34.47
101-171-705.000	EMPLOYER FICA CONTRIB	3,429.63	923.91	321.85	2,505.72	26.94
101-171-910.000	EDUCATION/TRAINING	1,000.00	0.00	0.00	1,000.00	0.00
101-171-913.000	TRAVEL	400.00	596.93	0.00	(196.93)	149.23
Total Dept 171 - SUPERVISOR		49,661.46	13,597.81	4,528.84	36,063.65	27.38
Dept 215 - CLERK						
101-215-702.000	SALARIES & WAGES	35,653.80	8,913.48	2,971.16	26,740.32	25.00
101-215-702.001	DEPUTY WAGES	26,773.95	7,343.73	2,271.17	19,430.22	27.43
101-215-705.000	EMPLOYER FICA CONTRIB	4,775.72	1,277.09	401.04	3,498.63	26.74
101-215-707.000	PAID TIME OFF	0.00	245.14	0.00	(245.14)	100.00
101-215-812.000	REC SECRETARY	500.00	191.70	0.00	308.30	38.34
101-215-860.000	TRAVEL EXPENSES	0.00	13.20	0.00	(13.20)	100.00
101-215-910.000	EDUCATION/TRAINING	2,000.00	106.36	0.00	1,893.64	5.32
101-215-913.000	TRAVEL	3,000.00	1,652.66	0.00	1,347.34	55.09
101-215-955.000	MISCELLANEOUS	0.00	27.54	0.00	(27.54)	100.00

User: GLENN

PERIOD ENDING 06/30/2023

DB: PENTWATER TWP

% Fiscal Year Completed: 24.86

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	YTD BALANCE 06/30/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 06/30/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
<b>Fund 101 - GENERAL FUND</b>						
<b>Expenditures</b>						
<b>Total Dept 215 - CLERK</b>		<b>72,703.47</b>	<b>19,770.90</b>	<b>5,643.37</b>	<b>52,932.57</b>	<b>27.19</b>
<b>Dept 247 - BOARD OF REVIEW</b>						
101-247-702.000	SALARIES & WAGES	1,102.50	0.00	0.00	1,102.50	0.00
101-247-705.000	EMPLOYER FICA CONTRIB	84.34	0.00	0.00	84.34	0.00
101-247-860.000	TRAVEL EXPENSES	100.00	0.00	0.00	100.00	0.00
101-247-910.000	EDUCATION/TRAINING	125.00	0.00	0.00	125.00	0.00
101-247-955.000	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
<b>Total Dept 247 - BOARD OF REVIEW</b>		<b>1,911.84</b>	<b>0.00</b>	<b>0.00</b>	<b>1,911.84</b>	<b>0.00</b>
<b>Dept 253 - TREASURER</b>						
101-253-702.000	SALARIES & WAGES	35,653.80	8,913.48	2,971.16	26,740.32	25.00
101-253-702.001	DEPUTY WAGES	12,377.40	976.82	888.42	11,400.58	7.89
101-253-705.000	EMPLOYER FICA CONTRIB	3,674.39	756.61	295.27	2,917.78	20.59
101-253-752.000	SUPPLIES/EQUIPMENT	500.00	100.00	100.00	400.00	20.00
101-253-802.000	PROF SERV SOFTW	4,250.00	0.00	0.00	4,250.00	0.00
101-253-851.000	POSTAGE	4,300.00	1,432.13	1,362.13	2,867.87	33.31
101-253-910.000	EDUCATION/TRAINING	2,500.00	0.00	0.00	2,500.00	0.00
101-253-913.000	TRAVEL	2,000.00	1,730.88	94.32	269.12	86.54
101-253-955.000	MISCELLANEOUS	100.00	281.25	0.00	(181.25)	281.25
<b>Total Dept 253 - TREASURER</b>		<b>65,355.59</b>	<b>14,191.17</b>	<b>5,711.30</b>	<b>51,164.42</b>	<b>21.71</b>
<b>Dept 257 - ASSESSOR</b>						
101-257-702.000	SALARIES & WAGES	54,680.85	13,670.01	4,556.67	41,010.84	25.00
101-257-705.000	EMPLOYER FICA CONTRIB	4,183.09	1,045.75	348.58	3,137.34	25.00
101-257-802.001	PROF SERVICES - ATTY	2,000.00	992.00	0.00	1,008.00	49.60
101-257-804.000	PROF SER SOFTWA	2,135.00	0.00	0.00	2,135.00	0.00
101-257-851.000	POSTAGE	3,000.00	0.00	0.00	3,000.00	0.00
<b>Total Dept 257 - ASSESSOR</b>		<b>65,998.94</b>	<b>15,707.76</b>	<b>4,905.25</b>	<b>50,291.18</b>	<b>23.80</b>
<b>Dept 262 - ELECTION</b>						
101-262-702.000	SALARIES & WAGES	8,268.75	0.00	0.00	8,268.75	0.00
101-262-705.000	EMPLOYER FICA CONTRIB	632.56	0.00	0.00	632.56	0.00
101-262-752.000	SUPPLIES/EQUIPMENT	6,000.00	59.35	59.35	5,940.65	0.99
101-262-801.000	ELECT SERV VILL	4,900.00	0.00	0.00	4,900.00	0.00
101-262-802.000	ELECT OTHER CON	250.00	0.00	0.00	250.00	0.00
101-262-815.000	EDUCATION/TRAINING	2,000.00	0.00	0.00	2,000.00	0.00
101-262-851.000	POSTAGE	4,000.00	0.00	0.00	4,000.00	0.00
101-262-910.000	EDUCATION/TRAINING	2,000.00	0.00	0.00	2,000.00	0.00
101-262-913.000	TRAVEL	500.00	0.00	0.00	500.00	0.00
101-262-955.000	MISCELLANEOUS	1,750.00	2.17	0.00	1,747.83	0.12
<b>Total Dept 262 - ELECTION</b>		<b>30,301.31</b>	<b>61.52</b>	<b>59.35</b>	<b>30,239.79</b>	<b>0.20</b>
<b>Dept 265 - TOWNSHIP</b>						
101-265-705.000	EMPLOYER FICA CONTRIB	449.82	82.29	41.39	367.53	18.29
101-265-706.000	CUSTODIAL WAGES	5,880.00	1,075.80	541.12	4,804.20	18.30
101-265-752.000	SUPPLIES/EQUIPMENT	6,000.00	1,343.96	582.87	4,656.04	22.40

PERIOD ENDING 06/30/2023

% Fiscal Year Completed: 24.86

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	06/30/2023 (ABNORMAL)	MONTH 06/30/2023 INCREASE (DECREASE)	BALANCE (ABNORMAL)	
<b>Fund 101 - GENERAL FUND</b>						
<b>Expenditures</b>						
101-265-802.000	PROF SERV SOFTWARE	5,550.00	1,885.91	0.00	3,664.09	33.98
101-265-804.000	PROF SERV-ATTOR	10,000.00	1,227.00	1,164.00	8,773.00	12.27
101-265-805.000	PROF SERV-AUDIT	5,500.00	0.00	0.00	5,500.00	0.00
101-265-806.000	OTHER SERVICES	2,100.00	0.00	0.00	2,100.00	0.00
101-265-806.001	PROF SERV INFO	6,250.00	1,914.68	590.00	4,335.32	30.63
101-265-807.000	PROF SERV WEB	1,000.00	50.00	0.00	950.00	5.00
101-265-808.000	BUOYS	350.00	0.00	0.00	350.00	0.00
101-265-828.000	BANK FEES	1,600.00	575.00	0.00	1,025.00	35.94
101-265-829.000	PERMITS	0.00	40.00	0.00	(40.00)	100.00
101-265-850.000	UTIL PH/INTERNE	4,000.00	910.95	303.65	3,089.05	22.77
101-265-851.000	POSTAGE	3,200.00	0.00	0.00	3,200.00	0.00
101-265-854.000	COPYING	300.00	1,659.06	0.00	(1,359.06)	553.02
101-265-855.000	OTHER SER/CHGS	2,400.00	557.70	185.90	1,842.30	23.24
101-265-860.000	TRAVEL EXPENSES	100.00	0.00	0.00	100.00	0.00
101-265-900.000	PRINT/PUBLISH	3,000.00	763.20	238.50	2,236.80	25.44
101-265-900.001	PRINT/PUB NOTIC	1,200.00	357.75	0.00	842.25	29.81
101-265-910.000	EDUCATION/TRAINING	1,000.00	0.00	0.00	1,000.00	0.00
101-265-915.000	MEMBER/DUES	6,000.00	4,901.61	4,901.61	1,098.39	81.69
101-265-915.001	MEM/DUES MML	250.00	0.00	0.00	250.00	0.00
101-265-915.002	MEM/DUES OTHER	500.00	0.00	0.00	500.00	0.00
101-265-920.000	UTILITIES	7,400.00	1,292.23	302.95	6,107.77	17.46
101-265-932.000	REP/MAIN MOW/SN	2,000.00	132.00	132.00	1,868.00	6.60
101-265-934.000	REP/MAIN CUSTOD	500.00	0.00	0.00	500.00	0.00
101-265-934.003	REP/MAIN MISC	6,000.00	0.00	0.00	6,000.00	0.00
101-265-935.000	INSURANCE/BONDS	10,050.00	0.00	0.00	10,050.00	0.00
101-265-937.000	WORK COMP	1,500.00	1,123.50	0.00	376.50	74.90
101-265-940.000	COPY MACH RENT	1,500.00	229.44	0.00	1,270.56	15.30
101-265-940.001	POST MACH RENT	500.00	85.26	0.00	414.74	17.05
101-265-955.000	MISCELLANEOUS	5,000.00	51,263.93	0.00	(46,263.93)	1,025.28
101-265-970.000	CAP OUT-COMPUTE	2,500.00	0.00	0.00	2,500.00	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	30,000.00	0.00	0.00	30,000.00	0.00
101-265-970.004	CAP OUT BLD REP	3,000.00	0.00	0.00	3,000.00	0.00
101-265-995.000	TRANSFERS OUT	6,200.00	0.00	0.00	6,200.00	0.00
<b>Total Dept 265 - TOWNSHIP</b>		<b>143,779.82</b>	<b>71,471.27</b>	<b>8,983.99</b>	<b>72,308.55</b>	<b>49.71</b>
<b>Dept 526 - TRANSFER STATION</b>						
101-526-702.000	SALARIES & WAGES	14,120.40	3,924.35	1,654.60	10,196.05	27.79
101-526-705.000	EMPLOYER FICA CONTRIB	1,080.21	300.21	126.58	780.00	27.79
101-526-752.000	SUPPLIES/EQUIPMENT	300.00	0.00	0.00	300.00	0.00
101-526-802.000	CONTRACTUAL SER	1,000.00	0.00	0.00	1,000.00	0.00
101-526-900.000	PRINT/PUBLISH	500.00	0.00	0.00	500.00	0.00
101-526-934.000	REP/MAINT	1,000.00	0.00	0.00	1,000.00	0.00
101-526-940.000	RENTALS	21,000.00	4,801.20	2,468.31	16,198.80	22.86
101-526-940.001	EQUIP RENT/JONS	1,000.00	262.50	105.00	737.50	26.25
101-526-956.000	MISCELLANEOUS	600.00	0.00	0.00	600.00	0.00
<b>Total Dept 526 - TRANSFER STATION</b>		<b>40,600.61</b>	<b>9,288.26</b>	<b>4,354.49</b>	<b>31,312.35</b>	<b>22.88</b>
<b>Dept 597 - DOC/RECREATION/PLIB</b>						
101-597-802.000	CONF SER DOCK	1,000.00	350.00	0.00	650.00	35.00
101-597-804.000	CONF 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

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PERIOD ENDING 06/30/2023

DB: PENTWATER TWP

% Fiscal Year Completed: 24.86

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	06/30/2023 NORMAL (ABNORMAL)	MONTH 06/30/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
<b>Fund 101 - GENERAL FUND</b>						
<b>Expenditures</b>						
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	1,000.00	200.00	200.00	800.00	20.00
<b>Total Dept 597 - DOC/RECREATION/PLIB</b>		<b>28,000.00</b>	<b>550.00</b>	<b>200.00</b>	<b>27,450.00</b>	<b>1.96</b>
<b>Dept 701 - PLANNING COMMISSION</b>						
101-701-702.000	SALARIES/WAGES	2,310.00	784.61	351.01	1,525.39	33.97
101-701-705.000	EMPLOYER FICA CONTRIB	176.72	60.03	26.86	116.69	33.97
101-701-802.000	PROF SERV ATTORNEY	1,000.00	0.00	0.00	1,000.00	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	3,000.00	812.55	0.00	2,187.45	27.09
101-701-812.000	RECORDING SECRETARY	375.00	0.00	0.00	375.00	0.00
101-701-900.000	NEWSPAPER PUBLICATIONS	500.00	253.50	0.00	246.50	50.70
101-701-910.000	EDUCATION/TRAINING	100.00	0.00	0.00	100.00	0.00
101-701-913.000	TRAVEL/EXPENSES	100.00	0.00	0.00	100.00	0.00
101-701-964.000	REFUNDS	100.00	0.00	0.00	100.00	0.00
<b>Total Dept 701 - PLANNING COMMISSION</b>		<b>8,161.72</b>	<b>1,910.69</b>	<b>377.87</b>	<b>6,251.03</b>	<b>23.41</b>
<b>Dept 702 - ZONING ADMINISTRATION</b>						
101-702-702.000	SALARIES & WAGES	25,520.27	6,608.91	2,175.44	18,911.36	25.90
101-702-703.000	HEARING OFFICER WAGES	210.00	0.00	0.00	210.00	0.00
101-702-705.000	EMPLOYER FICA CONTRIB	1,968.37	510.52	166.40	1,457.85	25.94
101-702-752.000	SUPPLIES/EQUIPMENT	30.00	0.00	0.00	30.00	0.00
101-702-802.000	PROF SERVICES	11,500.00	440.00	0.00	11,060.00	3.83
101-702-802.001	PROF SER ATTY	3,500.00	2,704.50	1,858.50	795.50	77.27
101-702-812.000	REC SECRETARY	0.00	64.93	0.00	(64.93)	100.00
101-702-900.000	PRINT/PUBLISH	600.00	0.00	0.00	600.00	0.00
101-702-910.000	EDUCATION/TRAINING	150.00	0.00	0.00	150.00	0.00
101-702-913.000	TRAVEL	100.00	0.00	0.00	100.00	0.00
101-702-964.000	REFUNDS	200.00	0.00	0.00	200.00	0.00
<b>Total Dept 702 - ZONING ADMINISTRATION</b>		<b>43,778.64</b>	<b>10,328.86</b>	<b>4,200.34</b>	<b>33,449.78</b>	<b>23.59</b>
<b>Dept 703 - ZONING BOARD OF APPEALS</b>						
101-703-702.000	SALARIES & WAGES	703.50	457.24	185.83	246.26	65.00
101-703-705.000	EMPLOYER FICA CONTRIB	53.82	34.98	14.22	18.84	64.99
101-703-802.000	PROF SERV ATTY	750.00	0.00	0.00	750.00	0.00
101-703-900.000	PRINT/PUBLISH	900.00	238.50	238.50	661.50	26.50
101-703-910.000	EDUCATION/TRAINING	150.00	450.00	0.00	(300.00)	300.00
101-703-913.000	TRAVEL	100.00	0.00	0.00	100.00	0.00
101-703-955.000	MISCELLANEOUS	30.00	0.00	0.00	30.00	0.00
101-703-964.000	REFUNDS	400.00	0.00	0.00	400.00	0.00
<b>Total Dept 703 - ZONING BOARD OF APPEALS</b>		<b>3,087.32</b>	<b>1,180.72</b>	<b>438.55</b>	<b>1,906.60</b>	<b>38.24</b>
<b>TOTAL EXPENDITURES</b>		<b>556,901.24</b>	<b>158,775.57</b>	<b>39,403.35</b>	<b>398,125.67</b>	<b>28.51</b>

Fund 101 - GENERAL FUND:



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REVENUE AND EXPENDITURE REPORT FOR PENTWATER TOWNSHIP

PERIOD ENDING 06/30/2023

% Fiscal Year Completed: 24.86

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		ORIGINAL BUDGET	06/30/2023 NORMAL (ABNORMAL)	MONTH 06/30/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
	TOTAL REVENUES	556,901.23	45,771.09	9,990.63	511,130.14	8.22
	TOTAL EXPENDITURES	556,901.24	158,775.57	39,403.35	398,125.67	28.51
	NET OF REVENUES & EXPENDITURES	(0.01)	(113,004.48)	(29,412.72)	113,004.47	1,130.04

PERIOD ENDING 06/30/2023  
% Fiscal Year Completed: 24.86

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		ORIGINAL BUDGET	06/30/2023 NORMAL (ABNORMAL)	MONTH 06/30/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 204 - ROAD FUND						
Revenues						
Dept 000						
204-000-402.000	CURRENT REAL PR	122,000.00	0.00	0.00	122,000.00	0.00
204-000-411.000	DEL REAL P TAX	0.00	4,334.27	0.00	(4,334.27)	100.00
204-000-664.000	INTEREST INCOME	145.00	1,008.54	0.00	(863.54)	695.54
204-000-699.000	TRANSFER IN	6,200.00	0.00	0.00	6,200.00	0.00
Total Dept 000		128,345.00	5,342.81	0.00	123,002.19	4.16
TOTAL REVENUES		128,345.00	5,342.81	0.00	123,002.19	4.16
Expenditures						
Dept 000						
204-000-702.000	SALARIES & WAGES	1,517.25	433.60	0.00	1,083.65	28.58
204-000-705.000	EMPLOYER FICA CONTRIB	116.07	33.18	0.00	82.89	28.59
204-000-805.000	PROF SERV-AUDIT	560.00	0.00	0.00	560.00	0.00
204-000-930.000	REP/MAIN BRINE	8,029.46	0.00	0.00	8,029.46	0.00
204-000-934.002	REP/MAIN INTERI	118,122.22	0.00	0.00	118,122.22	0.00
Total Dept 000		128,345.00	466.78	0.00	127,878.22	0.36
TOTAL EXPENDITURES		128,345.00	466.78	0.00	127,878.22	0.36
Fund 204 - ROAD FUND:						
TOTAL REVENUES		128,345.00	5,342.81	0.00	123,002.19	4.16
TOTAL EXPENDITURES		128,345.00	466.78	0.00	127,878.22	0.36
NET OF REVENUES & EXPENDITURES		0.00	4,876.03	0.00	(4,876.03)	100.00

REVENUE AND EXPENDITURE REPORT FOR PENTWATER TOWNSHIP

PERIOD ENDING 06/30/2023

% Fiscal Year Completed: 24.86

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	06/30/2023 (ABNORMAL)	MONTH 06/30/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
<b>Fund 206 - FIRE FUND</b>						
<b>Revenues</b>						
<b>Dept 000</b>						
206-000-401.000	FROM PREV YEAR-END	50,991.84	0.00	0.00	50,991.84	0.00
206-000-402.000	CURR REAL P TAX	242,150.93	0.00	0.00	242,150.93	0.00
206-000-402.100	CURR PROP TAX - EQUIPMENT	121,924.73	0.00	0.00	121,924.73	0.00
206-000-411.000	DEL REAL P TAX	0.00	8,608.86	0.00	(8,608.86)	100.00
206-000-411.100	DEL REAL TX FIRE APPARTUS	0.00	4,334.27	0.00	(4,334.27)	100.00
206-000-552.001	STATE GRANTS FIRE	3,500.00	0.00	0.00	3,500.00	0.00
206-000-664.000	INTEREST INCOME	0.00	1,963.90	0.00	(1,963.90)	100.00
206-000-671.000	MISCELLANEOUS	0.00	1,172.08	1,172.08	(1,172.08)	100.00
206-000-676.009	MFR REIMBURSE	27,000.00	23,980.00	0.00	3,020.00	88.81
<b>Total Dept 000</b>		<b>445,567.50</b>	<b>40,059.11</b>	<b>1,172.08</b>	<b>405,508.39</b>	<b>8.99</b>
<b>TOTAL REVENUES</b>		<b>445,567.50</b>	<b>40,059.11</b>	<b>1,172.08</b>	<b>405,508.39</b>	<b>8.99</b>
<b>Expenditures</b>						
<b>Dept 336 - FIRE</b>						
206-336-702.000	SALARIES & WAGES	95,000.00	1,302.50	342.50	93,697.50	1.37
206-336-705.000	EMPLOYER FICA CONTRIB	7,267.50	99.64	26.20	7,167.86	1.37
206-336-721.000	UNIFORMS	1,500.00	2,973.58	1,052.62	(1,473.58)	198.24
206-336-725.000	MUTA EXPENSE	300.00	0.00	0.00	300.00	0.00
206-336-752.000	SUPPLIES/EQUIPMENT	17,000.00	6,740.17	2,799.69	10,259.83	39.65
206-336-800.000	PROF/CONTRACT SERVICES	2,000.00	180.00	0.00	1,820.00	9.00
206-336-802.000	PROF SERVICES - SOFTWARE	1,000.00	1,277.67	0.00	(277.67)	127.77
206-336-805.000	PROF SERV-AUDIT	600.00	0.00	0.00	600.00	0.00
206-336-828.000	BANK FEES	500.00	70.00	0.00	430.00	14.00
206-336-851.000	POSTAGE	300.00	98.05	0.00	201.95	32.68
206-336-880.000	COMM PROMOTION	1,500.00	0.00	0.00	1,500.00	0.00
206-336-900.000	PRINT/PUBLISH	1,000.00	0.00	0.00	1,000.00	0.00
206-336-910.000	EDUCATION/TRAINING	2,000.00	1,250.00	0.00	750.00	62.50
206-336-913.000	TRAVEL	5,000.00	0.00	0.00	5,000.00	0.00
206-336-915.000	MEMBER/DUES	500.00	0.00	0.00	500.00	0.00
206-336-920.000	UTILITIES	14,000.00	2,858.70	819.57	11,141.30	20.42
206-336-931.000	REP/MAINT	42,000.00	1,818.40	8.40	40,181.60	4.33
206-336-935.000	INSURANCE	26,000.00	25,181.00	0.00	819.00	96.85
206-336-941.000	CONTINGENCY	2,000.00	0.00	0.00	2,000.00	0.00
206-336-955.000	MISCELLANEOUS	1,000.00	39.00	0.00	961.00	3.90
206-336-970.000	CAPITAL OUTLAY	101,000.00	43,476.55	0.00	57,523.45	43.05
206-336-991.000	DEBT SERVICE	0.00	2,474.66	0.00	(2,474.66)	100.00
206-336-991.100	DEBT SERVICE - PRINCIPAL	120,000.00	119,333.33	0.00	666.67	99.44
206-336-991.200	DEBT SERVICE - INTEREST	4,100.00	2,267.34	0.00	1,832.66	55.30
<b>Total Dept 336 - FIRE</b>		<b>445,567.50</b>	<b>211,440.59</b>	<b>5,048.98</b>	<b>234,126.91</b>	<b>47.45</b>
<b>TOTAL EXPENDITURES</b>		<b>445,567.50</b>	<b>211,440.59</b>	<b>5,048.98</b>	<b>234,126.91</b>	<b>47.45</b>
<b>Fund 206 - FIRE FUND:</b>						
<b>TOTAL REVENUES</b>		<b>445,567.50</b>	<b>40,059.11</b>	<b>1,172.08</b>	<b>405,508.39</b>	<b>8.99</b>
<b>TOTAL EXPENDITURES</b>		<b>445,567.50</b>	<b>211,440.59</b>	<b>5,048.98</b>	<b>234,126.91</b>	<b>47.45</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>0.00</b>	<b>(171,381.48)</b>	<b>(3,876.90)</b>	<b>171,381.48</b>	<b>100.00</b>

User: GLENN

PERIOD ENDING 06/30/2023

DB: PENTWATER TWP

% Fiscal Year Completed: 24.86

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL BUDGET	06/30/2023 NORMAL (ABNORMAL)	MONTH 06/30/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
<b>Fund 209 - CEMETERY FUND</b>						
<b>Revenues</b>						
<b>Dept 000</b>						
209-000-401.000	PAR PREV YE BAL	13,066.08	0.00	0.00	13,066.08	0.00
209-000-402.000	CURR PROP TAX	83,720.17	0.00	0.00	83,720.17	0.00
209-000-411.000	DEL REAL PP TAX	0.00	2,975.85	0.00	(2,975.85)	100.00
209-000-626.000	INTERMENT FEES	3,000.00	850.00	300.00	2,150.00	28.33
209-000-644.000	CEMETERY FOUNDATION	0.00	1,840.00	1,840.00	(1,840.00)	100.00
209-000-645.000	LOT SALES	10,700.00	400.00	0.00	10,300.00	3.74
209-000-646.000	COLUM SALES	6,300.00	2,300.00	0.00	4,000.00	36.51
209-000-647.000	SCAT GAR BRICK	300.00	0.00	0.00	300.00	0.00
209-000-664.000	INTEREST INCOME	100.00	1,534.13	0.00	(1,434.13)	1,534.13
209-000-671.000	OTHER INCOME	2,400.00	740.00	0.00	1,660.00	30.83
<b>Total Dept 000</b>		<b>119,586.25</b>	<b>10,639.98</b>	<b>2,140.00</b>	<b>108,946.27</b>	<b>8.90</b>
<b>TOTAL REVENUES</b>		<b>119,586.25</b>	<b>10,639.98</b>	<b>2,140.00</b>	<b>108,946.27</b>	<b>8.90</b>
<b>Expenditures</b>						
<b>Dept 567 - CEMETERY</b>						
209-567-702.000	SALARIES & WAGES	17,890.95	5,036.30	1,490.99	12,854.65	28.15
209-567-704.001	CEMETERY ASSISTANT	3,000.00	1,326.00	583.44	1,674.00	44.20
209-567-705.000	EMPLOYER FICA CONTRIB	2,115.30	486.72	158.69	1,628.58	23.01
209-567-752.000	SUPPLIES/EQUIPMENT	3,000.00	1,405.22	94.96	1,594.78	46.84
209-567-801.000	PROF SERV-ATTOR	1,500.00	142.50	142.50	1,357.50	9.50
209-567-802.000	PRO SERV SOFTWA	2,100.00	1,277.67	0.00	822.33	60.84
209-567-804.000	PROF SERV MAP	250.00	0.00	0.00	250.00	0.00
209-567-805.000	PRO SERV AUDIT	400.00	0.00	0.00	400.00	0.00
209-567-806.000	COLUM PLAQUES	3,200.00	84.00	84.00	3,116.00	2.63
209-567-807.000	BRICK ENGRAVING	300.00	0.00	0.00	300.00	0.00
209-567-810.000	FOUNDATION EXP	350.00	1,693.73	0.00	(1,343.73)	483.92
209-567-828.000	BANK FEES	420.00	97.00	0.00	323.00	23.10
209-567-830.008	ADMIN EXPENSE	6,760.00	0.00	0.00	6,760.00	0.00
209-567-851.000	POSTAGE	0.00	44.53	0.00	(44.53)	100.00
209-567-900.000	PRINT/PUBLISH	300.00	238.50	238.50	61.50	79.50
209-567-910.000	EDUCATION/TRAINING	0.00	160.00	0.00	(160.00)	100.00
209-567-913.000	TRAVEL	0.00	381.47	381.47	(381.47)	100.00
209-567-920.000	UTILITIES	3,200.00	681.84	100.41	2,518.16	21.31
209-567-928.000	REFUNDS	2,000.00	200.00	0.00	1,800.00	10.00
209-567-930.000	REP/MAINT BLDGS	500.00	0.00	0.00	500.00	0.00
209-567-930.001	REP/MAINT GROUN	7,500.00	4,325.00	1,325.00	3,175.00	57.67
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	2,007.11	2,007.11	6,992.89	22.30
209-567-935.000	INSURANCE	2,500.00	2,301.50	1,927.00	198.50	92.06
209-567-955.000	MISCELLANEOUS	1,300.00	33.99	33.99	1,266.01	2.61
209-567-970.000	CAPITAL OUTLAY	50,000.00	0.00	0.00	50,000.00	0.00
<b>Total Dept 567 - CEMETERY</b>		<b>119,586.25</b>	<b>21,923.08</b>	<b>8,568.06</b>	<b>97,663.17</b>	<b>18.33</b>
<b>TOTAL EXPENDITURES</b>		<b>119,586.25</b>	<b>21,923.08</b>	<b>8,568.06</b>	<b>97,663.17</b>	<b>18.33</b>
<b>Fund 209 - CEMETERY FUND:</b>						
<b>TOTAL REVENUES</b>		<b>119,586.25</b>	<b>10,639.98</b>	<b>2,140.00</b>	<b>108,946.27</b>	<b>8.90</b>

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 User: GLENN  
 DB: PENTWATER TWP

REVENUE AND EXPENDITURE REPORT FOR PENTWATER TOWNSHIP

PERIOD ENDING 06/30/2023

% Fiscal Year Completed: 24.86

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL BUDGET	06/30/2023 NORMAL (ABNORMAL)	MONTH 06/30/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 209 - CEMETERY FUND						
TOTAL EXPENDITURES		119,586.25	21,923.08	8,568.06	97,663.17	18.33
NET OF REVENUES & EXPENDITURES		0.00	(11,283.10)	(6,428.06)	11,283.10	100.00

User: GLENN

PERIOD ENDING 06/30/2023

DB: PENTWATER TWP

% Fiscal Year Completed: 24.86

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL BUDGET	06/30/2023 NORMAL (ABNORMAL)	MONTH 06/30/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 286 - AMERICAN RESCUE PLAN						
Revenues						
Dept 000						
286-000-528.000	FEDERAL GRANTS - OTHER	67,017.00	0.00	0.00	67,017.00	0.00
286-000-665.000	INTEREST	0.00	588.80	0.00	(588.80)	100.00
Total Dept 000		67,017.00	588.80	0.00	66,428.20	0.88
TOTAL REVENUES		67,017.00	588.80	0.00	66,428.20	0.88
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	588.80	0.00	66,428.20	0.88
TOTAL EXPENDITURES		67,017.00	0.00	0.00	67,017.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	588.80	0.00	(588.80)	100.00

PERIOD ENDING 06/30/2023

% Fiscal Year Completed: 24.86

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		ORIGINAL BUDGET	06/30/2023 (ABNORMAL)	MONTH 06/30/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
<b>Fund 592 - SEWER FUND</b>						
Revenues						
Dept 000						
592-000-642.000	TWP. SEWER SALES	128,500.00	33,224.51	33,224.51	95,275.49	25.86
592-000-656.000	PENALTIES	1,000.00	0.00	0.00	1,000.00	0.00
592-000-671.000	MISCELLANEOUS	0.00	50,000.00	0.00	(50,000.00)	100.00
592-000-699.000	TRANSFER IN	124,000.00	0.00	0.00	124,000.00	0.00
<b>Total Dept 000</b>		<b>253,500.00</b>	<b>83,224.51</b>	<b>33,224.51</b>	<b>170,275.49</b>	<b>32.83</b>
<b>TOTAL REVENUES</b>		<b>253,500.00</b>	<b>83,224.51</b>	<b>33,224.51</b>	<b>170,275.49</b>	<b>32.83</b>
Expenditures						
Dept 538 - SHARED N&S SEWER EXPENDITURES						
592-538-829.000	STATE PERMITS	3,000.00	0.00	0.00	3,000.00	0.00
592-538-830.001	UTILITY LOCATING SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
592-538-830.002	ENGINEERING SERVICES	26,600.00	5,200.00	3,000.00	21,400.00	19.55
592-538-830.003	OPERATION SERVICES	36,000.00	3,385.99	2,376.13	32,614.01	9.41
592-538-830.004	FINANCIAL CONSULTANT SERVICES	15,000.00	0.00	0.00	15,000.00	0.00
592-538-830.005	LEGAL SERVICES	15,000.00	4,725.00	1,102.50	10,275.00	31.50
592-538-830.006	AUDITOR SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
592-538-830.008	ADMIN EXPENSE	15,000.00	5,860.00	0.00	9,140.00	39.07
592-538-851.100	POSTAGE - SEWER	400.00	0.00	0.00	400.00	0.00
<b>Total Dept 538 - SHARED N&amp;S SEWER EXPENDITURES</b>		<b>118,000.00</b>	<b>19,170.99</b>	<b>6,478.63</b>	<b>98,829.01</b>	<b>16.25</b>
Dept 539 - SHARED N&S SEWER ADMINISTRATION						
592-539-702.000	SALARIES & WAGES	15,000.00	0.00	0.00	15,000.00	0.00
592-539-705.000	EMPLOYER FICA CONTRIB	1,147.50	0.00	0.00	1,147.50	0.00
592-539-830.007	LIABILITY INSURANCE - SEWER	2,500.00	2,197.00	2,197.00	303.00	87.88
592-539-955.000	MISCELLANEOUS	0.00	198.85	25.97	(198.85)	100.00
592-539-968.100	EQUIPMENT DEPRECIATION	20,000.00	0.00	0.00	20,000.00	0.00
592-539-970.006	CAPITAL OUTLAY - SEWER	2,852.50	0.00	0.00	2,852.50	0.00
<b>Total Dept 539 - SHARED N&amp;S SEWER ADMINISTRATION</b>		<b>41,500.00</b>	<b>2,395.85</b>	<b>2,222.97</b>	<b>39,104.15</b>	<b>5.77</b>
Dept 540 - TWP NORTH SEWER EXPENDITURES						
592-540-752.000	SUPPLIES/EQUIPMENT	2,000.00	494.01	228.79	1,505.99	24.70
592-540-800.000	PROF/CONTRACT SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
592-540-920.000	UTILITIES	3,000.00	230.51	0.00	2,769.49	7.68
592-540-931.000	REP/MAINT	10,000.00	0.00	0.00	10,000.00	0.00
592-540-942.000	EQUIPMENT RENTAL	2,000.00	0.00	0.00	2,000.00	0.00
592-540-970.006	CAPITAL OUTLAY - SEWER	40,000.00	0.00	0.00	40,000.00	0.00
<b>Total Dept 540 - TWP NORTH SEWER EXPENDITURES</b>		<b>62,000.00</b>	<b>724.52</b>	<b>228.79</b>	<b>61,275.48</b>	<b>1.17</b>
Dept 541 - TWP SOUTH SEWER EXPENDITURES						
592-541-752.000	SUPPLIES/EQUIPMENT	2,000.00	454.72	454.72	1,545.28	22.74
592-541-800.000	PROF/CONTRACT SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
592-541-920.000	UTILITIES	3,000.00	509.38	58.55	2,490.62	16.98
592-541-931.000	REP/MAINT	10,000.00	240.00	0.00	9,760.00	2.40
592-541-942.000	EQUIPMENT RENTAL	2,000.00	138.71	0.00	1,861.29	6.94
592-541-970.006	CAPITAL OUTLAY - SEWER	10,000.00	0.00	0.00	10,000.00	0.00

PERIOD ENDING 06/30/2023

% Fiscal Year Completed: 24.86

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		ORIGINAL BUDGET	06/30/2023 NORMAL (ABNORMAL)	MONTH 06/30/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 592 - SEWER FUND						
Expenditures						
	Total Dept 541 - TWP SOUTH SEWER EXPENDITURES	32,000.00	1,342.81	513.27	30,657.19	4.20
	TOTAL EXPENDITURES	253,500.00	23,634.17	9,443.66	229,865.83	9.32
Fund 592 - SEWER FUND:						
	TOTAL REVENUES	253,500.00	83,224.51	33,224.51	170,275.49	32.83
	TOTAL EXPENDITURES	253,500.00	23,634.17	9,443.66	229,865.83	9.32
	NET OF REVENUES & EXPENDITURES	0.00	59,590.34	23,780.85	(59,590.34)	100.00
TOTAL REVENUES - ALL FUNDS						
		1,570,916.98	185,626.30	46,527.22	1,385,290.68	11.82
TOTAL EXPENDITURES - ALL FUNDS						
		1,570,916.99	416,240.19	62,464.05	1,154,676.80	26.50
NET OF REVENUES & EXPENDITURES						
		(0.01)	(230,613.89)	(15,936.83)	230,613.88	2,306.13



INVOICE REGISTER REPORT FOR PENTWATER TOWNSHIP  
 POST DATES 06/15/2023 - 07/12/2023  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: GFCKG

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
1724*	CARDMEMBER SERVICES	06/01/2023	06/22/2023	446.14	446.14	Open	N
1725	CHARTER COMMUNICATIONS	06/07/2023	06/22/2023	177.97	0.00	Paid	Y
1726	CINTAS	06/08/2023	06/22/2023	92.95	0.00	Paid	Y
1727	CINTAS	06/22/2023	06/22/2023	92.95	0.00	Paid	Y
1728	CONSUMERS ENERGY	06/01/2023	06/22/2023	36.30	0.00	Paid	Y
1729	CONSUMERS ENERGY	06/01/2023	06/22/2023	54.22	0.00	Paid	Y
1730	CONSUMERS ENERGY	06/01/2023	06/22/2023	142.66	0.00	Paid	Y
1731	DTE ENERGY	06/07/2023	06/22/2023	69.77	0.00	Paid	Y
1732	ELECTION SOURCE	06/05/2023	06/22/2023	59.35	0.00	Paid	Y
1733	INTEGRITY BUSINESS SOLUTIONS	06/06/2023	06/22/2023	246.67	0.00	Paid	Y
1734	INTEGRITY BUSINESS SOLUTIONS	06/15/2023	06/22/2023	71.35	0.00	Paid	Y
1735	KEITH EDWARDS	06/14/2023	06/22/2023	199.85	0.00	Paid	Y
1736	KCI	06/06/2023	06/22/2023	1,362.13	0.00	Paid	Y
1737	LP DIVING	06/01/2023	06/22/2023	200.00	0.00	Paid	Y
1738	LUDINGTON DAILY NEWS, OCEANA HERA	06/01/2023	06/22/2023	238.50	0.00	Paid	Y
1739	LUDINGTON DAILY NEWS, OCEANA HERA	06/01/2023	06/22/2023	238.50	0.00	Paid	Y
1740	MICHIGAN TOWNSHIP ASSOCIATION	06/01/2023	06/22/2023	4,901.61	0.00	Paid	Y
1741	MIKA MYERS	06/14/2023	06/22/2023	1,858.50	0.00	Paid	Y
1742	REPUBLIC SERVICES #240	06/01/2023	06/22/2023	2,468.31	0.00	Paid	Y
1743	RYANS LAWN CARE	06/03/2023	06/22/2023	0.00	0.00	Void	N
1744	SHOTWELL SOLUTIONS LLC	06/04/2023	06/22/2023	690.00	0.00	Paid	Y
1750	MIKA MYERS	06/14/2023	06/22/2023	1,164.00	0.00	Paid	Y
1751	JONS TO GO	06/09/2023	06/22/2023	105.00	0.00	Paid	Y
1756	HEATHER DOUGLAS	06/22/2023	06/22/2023	94.32	0.00	Paid	Y
1757	MAUREEN MURPHY	06/18/2023	06/22/2023	65.00	0.00	Paid	Y

# of Invoices:	25	# Due:	1	Totals:	15,076.05	446.14
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00

Net of Invoices and Credit Memos: 15,076.05 446.14

\* 1 Net Invoices have Credits Totalling: (125.00)

--- TOTALS BY FUND ---

101 - GENERAL FUND 15,076.05 446.14

--- TOTALS BY DEPT/ACTIVITY ---

171 - SUPERVISOR	37.50	37.50
215 - CLERK	52.50	52.50
253 - TREASURER	1,856.80	300.35
257 - ASSESSOR	37.50	37.50
262 - ELECTION	59.35	0.00
265 - TOWNSHIP	8,124.59	(19.21)
526 - TRANSFER STATION	2,573.31	0.00
597 - DOC/RECREATION/PLIB	200.00	0.00
702 - ZONING ADMINISTRATION	1,896.00	37.50
703 - ZONING BOARD OF APPEALS	238.50	0.00

INVOICE REGISTER REPORT FOR PENTWATER TOWNSHIP  
 POST DATES 06/15/2023 - 07/12/2023  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: FDCHK

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
1758*	CARDMEMBER SERVICES	06/01/2023	06/22/2023	2,286.43	2,286.43	Open	N
1759	CHARTER COMMUNICATIONS	06/07/2023	06/22/2023	275.91	0.00	Paid	Y
1760	DTE ENERGY	06/07/2023	06/22/2023	71.08	0.00	Paid	Y
1761	GALLS, LLC	06/05/2023	06/22/2023	424.99	0.00	Paid	Y
1762	LARSON AND SON	06/01/2023	06/22/2023	19.99	0.00	Paid	Y
1763	NAPA AUTO PARTS	06/01/2023	06/22/2023	8.40	0.00	Paid	Y
1764	PENTWATER CONVENIENCE CENTER	06/01/2023	06/22/2023	70.01	0.00	Paid	Y
1765	PENTWATER CONVENIENCE CENTER	05/18/2023	06/22/2023	51.25	0.00	Paid	Y
1766	PENTWATER CONVENIENCE CENTER	05/18/2023	06/22/2023	62.85	0.00	Paid	Y
1767	PENTWATER CONVENIENCE CENTER	06/01/2023	06/22/2023	17.19	0.00	Paid	Y
1768	PENTWATER CONVENIENCE CENTER	06/01/2023	06/22/2023	31.07	0.00	Paid	Y
1769	REPUBLIC SERVICES #240	05/25/2023	06/22/2023	164.19	0.00	Paid	Y
1770	WITMER PUBLIC SAFETY GROUP	06/08/2023	06/22/2023	359.25	0.00	Paid	Y
# of Invoices:	13	# Due:	1	Totals:	3,842.61	2,286.43	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					3,842.61	2,286.43	
* 1 Net Invoices have Credits Totalling:					(11.70)		
--- TOTALS BY FUND ---							
	206 - FIRE FUND			3,842.61	2,286.43		
--- TOTALS BY DEPT/ACTIVITY ---							
	336 - FIRE			3,842.61	2,286.43		

INVOICE REGISTER REPORT FOR PENTWATER TOWNSHIP  
 POST DATES 06/15/2023 - 07/12/2023  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: CEMCK

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnalized
1745	EVERET K. HORTON	06/08/2023	06/22/2023	525.00	0.00	Paid	Y
1746	FRONTIER	06/10/2023	06/22/2023	100.41	0.00	Paid	Y
1747	GLENN C BEAVIS	06/06/2023	06/22/2023	250.21	0.00	Paid	Y
1748	KEN ADAMS EXCAVATING	06/08/2023	06/22/2023	800.00	0.00	Paid	Y
1749	LUDINGTON DAILY NEWS, OCEANA HERA	06/01/2023	06/22/2023	238.50	0.00	Paid	Y
1752	MIKA MYERS	06/14/2023	06/22/2023	142.50	0.00	Paid	Y
1753	PENTWATER TOWNSHIP	06/16/2023	06/22/2023	1,927.00	0.00	Paid	Y
1754	PENTWATER TOWNSHIP	06/21/2023	06/22/2023	33.99	0.00	Paid	Y
1755	SEYMOUR' SALES & SERVICE	06/05/2023	06/22/2023	94.96	0.00	Paid	Y
1779	COLDSRING	06/19/2023	06/23/2023	84.00	0.00	Paid	Y
1780	OCEANA IRRIGATION SYSTEMS LLC	06/01/2023	06/23/2023	2,007.11	0.00	Paid	Y
1781	LYNNE CAVAZOS	06/21/2023	06/23/2023	131.26	0.00	Paid	Y
# of Invoices: 12 # Due: 0				Totals:	6,334.94	0.00	
# of Credit Memos: 0 # Due: 0				Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					6,334.94	0.00	
--- TOTALS BY FUND ---							
209 - CEMETERY FUND					6,334.94	0.00	
--- TOTALS BY DEPT/ACTIVITY ---							
567 - CEMETERY					6,334.94	0.00	

INVOICE REGISTER REPORT FOR PENTWATER TOWNSHIP  
 POST DATES 06/15/2023 - 07/12/2023  
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID  
 BANK CODE: SEW

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
1771	DTE ENERGY	06/07/2023	06/22/2023	58.55	0.00	Paid	Y
1772	F&V OPERATIONS	06/15/2023	06/22/2023	2,376.13	0.00	Paid	Y
1773	FLEIS & VANDENBRINK	06/07/2023	06/22/2023	3,000.00	0.00	Paid	Y
1774	KEITH EDWARDS	06/16/2023	06/22/2023	228.79	0.00	Paid	Y
1775	MIKA MYERS	06/14/2023	06/22/2023	1,102.50	0.00	Paid	Y
1776	PENTWATER TOWNSHIP	06/21/2023	06/22/2023	25.99	0.00	Paid	Y
1777	PENTWATER TOWNSHIP	06/20/2023	06/22/2023	2,197.00	0.00	Paid	Y
1778	USABLUBOOK	06/09/2023	06/22/2023	454.72	0.00	Paid	Y
# of Invoices: 8 # Due: 0				Totals:	9,443.68	0.00	
# of Credit Memos: 0 # Due: 0				Totals:	0.00	0.00	
Net of Invoices and Credit Memos:					9,443.68	0.00	
--- TOTALS BY FUND ---							
592 - SEWER FUND					9,443.68	0.00	
--- TOTALS BY DEPT/ACTIVITY ---							
538 - SHARED N&S SEWER EXPENDITUR					6,478.63	0.00	
539 - SHARED N&S SEWER ADMINISTRA					2,222.99	0.00	
540 - TWP NORTH SEWER EXPENDITURE					228.79	0.00	
541 - TWP SOUTH SEWER EXPENDITURE					513.27	0.00	

Check Register Report For Pentwater Township  
For Check Dates 06/14/2023 to 06/14/2023

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
06/14/2023	GFCKG	22273	BEAVIS, GLENN C	1,530.97	1,103.82	0.00	Open
06/14/2023	GFCKG	22274	CAVAZOS, LYNNETTE M	2,971.16	2,331.87	0.00	Open
06/14/2023	GFCKG	22275	DEGREGORIO, PAULA M	82.59	72.76	0.00	Open
06/14/2023	GFCKG	22276	DOUGLAS, HEATHER A	3,053.75	2,637.98	0.00	Open
06/14/2023	GFCKG	22277	EATON, BARBARA C	4,556.67	3,652.30	0.00	Open
06/14/2023	GFCKG	22278	EDWARDS, KEITH J	2,891.50	2,491.52	0.00	Open
06/14/2023	GFCKG	EFT107	EFTPS TOWNSHIP	4,346.72	4,346.72	0.00	Open
06/14/2023	GFCKG	22279	FLOOD, DEBRA A	774.44	650.39	0.00	Open
06/14/2023	GFCKG	22280	HOOYMAN, PATRICK J	82.59	72.76	0.00	Open
06/14/2023	GFCKG	22281	MILLER, ROBERT A	1,513.16	1,361.34	0.00	Open
06/14/2023	GFCKG	22282	MONTON, ANTHONY A	103.24	90.95	0.00	Open
06/14/2023	GFCKG	22283	MURPHY, MAUREEN H	2,971.16	2,573.73	0.00	Open

Totals:		Number of Checks: 012		24,877.95	21,386.14	0.00	
	Total Physical Checks:		11				
	Total Check Stubs:		1				

Check Register Report For Pentwater Township  
For Check Dates 06/14/2023 to 06/14/2023

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
06/14/2023	CEMCK	6175	BAILEY, CHRISTOPHER R.	1,490.99	1,318.13	0.00	Open
06/14/2023	CEMCK	6176	LYNN, ROBERT L	327.08	296.99	0.00	Open
Totals:			Number of Checks: 002	1,818.07	1,615.12	0.00	
Total Physical Checks:			2				
Total Check Stubs:							

Check Register Report For Pentwater Township  
For Check Dates 06/14/2023 to 06/14/2023

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
06/14/2023	FDCHK	EFT108	EFTPS FIRE	46.28	46.28	0.00	Open
06/14/2023	FDCHK	3891	HAYNOR, MARK R.	302.50	266.50	0.00	Open
Totals:		Number of Checks: 002		348.78	312.78	0.00	
Total Physical Checks:		1					
Total Check Stubs:		1					

**Pentwater Township Library**  
**Regular Monthly Board of Trustees Meeting**  
**DRAFT MINUTES**  
**April 18, 2023**

**Call to order:** Meeting was called to order at 5:32 pm by Valerie Church-McHugh.

**Roll call:** Present – Joan LundBorg, Amber Jaeb, Valerie Church-McHugh, Kendra Flynn, Melissa Williams, and Jennifer Gwillim

Absent – none.

Also in attendance: Mary Barker, Director, Carol Feltes representing Friends of the Library, and Tina Friese from West Shore Bank.

**Approval of agenda:** Suggested that Carol be moved up to present after Tina. *Motion by Gwillim with support by LundBorg to approve the agenda as amended. Approved.*

**Approval of minutes:** *Motion by Gwillim with support by Flynn to approve minutes from the regular monthly board meeting on 3/21/23. Approved.*

**Treasurer's Report:**

Guest Tina Friese: presented on the types of account options available to the library through West Shore Bank. *Motion by LundBorg with support by Gwillim to maintain \$250 in the money market account with West Shore Bank while moving the rest into the checking account as needed. Roll call: LundBorg-yes, Jaeb-yes, Church-McHugh-yes, Flynn-yes Williams-yes, and Gwillim-yes. Approved*

**Continuing Business:**

Friends of PTL update: Carol presented on updates with Friends of the Library group. Having promotional materials (buttons, brochures) printed. 5/8/23 at 3:00 pm is the general membership meeting. Two activities are scheduled for the Friends group (book sale on 6/10/23 outside of the Library and the library open house on 6/12/23).

**Treasure's Report continued:**

March 2023 finance report submitted and presented by Williams, also was included in the packet. *Motion to approve report as presented by Flynn with support from LundBorg. Approved.*

West Shore Non-Corporate Resolution. *Motion to approve the non-profit resolution for Cetera Investments by Gwillim with support by LundBorg. Approved.*

**Approval of Bills:** *Motion by LundBorg with support by Williams to accept bills as paid as submitted. Approved.*

**Director's report:** Included in packet and was reviewed and presented by Mary Barker, Director.

**Committee reports:**

Personnel: none

Policy: reviewed 1<sup>st</sup> draft of Reviewing Challenge Policies presented and included in packet.

Finance: none

PR/Advocacy:



Village council meeting attended by Flynn, Township council meeting attended by Church-McHugh. Reminder that ALA letters have been shared to the board so they may be mailed to State and County representatives.

**Continuing business:**

Strategic plan update -

Millage consultant - Gwillim reached out Shirley Bursma who offered to attend a board meeting and talk to the board about millage. *Motion by Gwillim with support by LundBorg to move forward with inviting Bursma to a meeting.*

School election dates and personnel salaries – Flynn shared that Pentwater Public School will be moving forward with another bond, but no construction management company has been decided at this point. Flynn shared school salaries which she received from a current school teacher.

Zoning ordinance, signage – more to come.

**New business:**

Trustee trainings – Mary provided information on dates and times.

Spectrum internet – tech staff came out and found our connection speed to be too low.

We now will be paying less and getting a faster connection.

**Other business to come before the board:** May 16, 2023 is the next work session

**Public comment:** none

**Adjournment:** *Motion to adjourn by Jaeb with support from Church-McHugh. Approved.*

Adjournment at 7:29 pm.

June 18, 2023

TO: Pentwater Township Library Board of Trustees  
FROM: Melissa Williams, Board Treasurer  
RE: Month Ending April 31, 2023

---

**Budgets:**

We are in the first quarter of our fiscal year and have **spent 8% of our budget.**

All of the \$188,842.05 millage has been collected. **The remaining \$3,401.95, plus an additional \$919.97 for this fiscal year.**

**Property Tax:**

Property tax collected  
**CURRENT TOTAL: \$4,321.92**

**Other Income:**

Fees and Fines: (Copies/Fees/Fines) \$415.50  
Private Contributions: \$2,700.24  
Miscellaneous Income: \$299.51  
Government Contribution: \$1,047.72  
**OTHER INCOME TOTAL: \$4,462.97**

**INCOME TOTAL: \$8,784.89**

**EXPENSE TOTAL: \$22,488.90**

*Note: Expenses are significantly higher than income.*

**Fund Balances:**

	Operating Fund (West Shore Bank)	Operating Fund (Shelby State Bank)	County	Prepaid Expenses	Petty Cash	Treasurer Bonds
Fund Balance (\$)	380,851.36	58,264.41	7,628.79	-5,420.59	150.00	65,000.00

**FUND BALANCE TOTAL: \$506,473.97**

---

**Savings (Cash on Hand Over the Amount Budgeted for 2023)**

\$506,473.97 (Total Cash on Hand) - \$297,900 (Amount Budgeted) = **\$208,573.97**

**Investments and Cash Holding:**  
See attached spreadsheet.

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**Treasurer Bond's:**

Library board approved 3-month treasury bond roll-over to a 6-month bond on March 21 2023 at Pentwater Township Library Board Special Session.

*Treasurer Bond financial report will be updated quarterly.*

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INVESTMENTS AND CASH HOLDINGS -

APRIL 2023

	INTEREST RATES	TYPE	BANK TOTALS			FUND TOTALS		TOTAL
			West Shore	SSB	Cetera	Operating	County	
Operating	0.05%	Checking	133,875.74			133,875.74		133,875.74
Operating	0.09%	Money Market	246,975.62			246,975.62		246,975.62
Operating	0.03%	Money Market		58,264.41		58,264.41		58,264.41
County							7,628.79	7,628.79
Petty Cash								150
Prepaid Exp.			(5,420.59)					(5,420.59)
Investment					65,000.00			65,000.00
<b>TOTALS</b>								<b>506,473.97</b>

Community Foundation Funds

Hansen Funds

2,355

PTL Funds

35,757.29

## Pentwater Township Library Profit & Loss Budget Performance

April 2023

	8 % of Budget	Apr 23	YTD Budget	\$ Over Budget	% of Budget
<b>Income</b>					
	101-402 · Property Tax	4,321.92	200,149.00	-195,827.08	2%
	101-655 · Fees and Fines	415.50	3,000.00	-2,584.50	14%
	101-674 · Private Contributions	2,700.24	2,600.00	100.24	104%
	101-679 · Miscellaneous Income	299.51	3,000.00	-2,700.49	10%
	101.502 · Government Contribution	1,047.72	14,900.00	-13,852.28	7%
	<b>Total Income</b>	<b>8,784.89</b>	<b>223,649.00</b>	<b>-214,864.11</b>	<b>4%</b>
	<b>Gross Profit</b>	<b>8,784.89</b>	<b>223,649.00</b>	<b>-214,864.11</b>	<b>4%</b>
<b>Expense</b>					
	101-702 · Salaries & Fringe Ben	13,508.44	195,000.00	-181,491.56	7%
	101-752 · Supplies & Postage	2,830.22	5,000.00	-2,169.78	57%
	101-790 · Library Materials	2,158.90	31,500.00	-29,341.10	7%
	101-801 · Professional & Contract	1,304.86	20,000.00	-18,695.14	7%
	101-805 · Program Expense	1,319.73	8,500.00	-7,180.27	16%
	101-824 · Bank & Credit Card Fees	7.09	200.00	-192.91	4%
	101-880 · Communications & Promo	149.58	2,500.00	-2,350.42	6%
	101-910 · Professional Development	188.53	4,800.00	-4,611.47	4%
	101-924 · Utilities & Maintenance	1,021.55	16,000.00	-14,978.45	6%
	101-937 · Insurance	0.00	5,500.00	-5,500.00	0%
	101-970 · Capital Outlay	0.00	8,900.00	-8,900.00	0%
	<b>Total Expense</b>	<b>22,488.90</b>	<b>297,900.00</b>	<b>-275,411.10</b>	<b>8%</b>
	<b>Net Income</b>	<b>-13,704.01</b>	<b>-74,251.00</b>	<b>60,546.99</b>	

June 18, 2023

TO: Pentwater Township Library Board of Trustees  
FROM: Melissa Williams, Board Treasurer  
RE: Month Ending May 31, 2023

---

**Budgets:**

We are in the first quarter of our fiscal year and have **spent 16% of our budget.**

Property Tax:

**TOTAL: \$7,117.45**

Other Income:

Fees and Fines: (Copies/Fees/Fines) \$11.25

Private Contributions: \$1,500.00

Miscellaneous Income: \$785.63

Government Contribution: \$00

**OTHER INCOME TOTAL: \$2,296.88**

**INCOME TOTAL: \$9,414.33**

**EXPENSE TOTAL: \$26,227.24**

*Note: Expenses are significantly higher than income.*

**Fund Balances:**

	Operating Fund (West Shore Bank)	Operating Fund (Shelby State Bank)	County	Prepaid Expenses	Petty Cash	Treasurer Bonds
Fund Balance (\$)	365,925.21	58,265.75	7,628.79	-5,420.59	150.00	65,000.00

**FUND BALANCE TOTAL: \$491,549.16**

**Savings (Cash on Hand Over the Amount Budgeted for 2023)**

\$491,549.16 (Total Cash on Hand) - \$297,900 (Amount Budgeted) = \$193,649.16

**Investments and Cash Holding:**

See attached spreadsheet.

**Treasurer Bond's:**

Library board approved 3-month treasury bond roll-over to a 6-month bond on March 21 2023 at Pentwater Township Library Board Special Session.

*Treasurer Bond financial report will be updated quarterly.*

INVESTMENTS AND CASH HOLDINGS -

MAY 2023

	INTEREST RATES	TYPE	BANK TOTALS			FUND TOTALS		TOTAL
			West Shore	SSB	Cetera	Operating	County	
Operating	0.05%	Checking	122,775.08			122,775.08		122,775.08
Operating	0.09%	Money Market	243,150.13			243,150.13		243,150.13
Operating	0.03%	Money Market		58,265.75		58,265.75		58,265.75
County							7,628.79	7,628.79
Petty Cash								150
Prepaid Exp.			(5,420.59)					(5,420.59)
Investment					65,000.00			65,000.00
<b>TOTALS</b>								<b>491,549.16</b>

Community Foundation Funds

Hansen Funds

2,355

PTL Funds

35,757.29



**Pentwater Township Library**  
**Profit & Loss Budget Performance**  
April through May 2023

	16% of Budget	May 23	Apr - May 23	YTD Budget	\$ Over Budget	% of Budget
<b>Income</b>						
101-402 · Property Tax		7,117.45	11,439.37	200,149.00	-188,709.63	6%
101-655 · Fees and Fines		11.25	426.75	3,000.00	-2,573.25	14%
101-674 · Private Contributions		1,500.00	4,200.24	2,600.00	1,600.24	162%
101-679 · Miscellaneous Income		785.63	1,085.14	3,000.00	-1,914.86	36%
101.502 · Government Contribution		0.00	1,047.72	14,900.00	-13,852.28	7%
<b>Total Income</b>		<b>9,414.33</b>	<b>18,199.22</b>	<b>223,649.00</b>	<b>-205,449.78</b>	<b>8%</b>
<b>Gross Profit</b>						
		9,414.33	18,199.22	223,649.00	-205,449.78	8%
<b>Expense</b>						
101-702 · Salaries & Fringe Ben		20,846.75	34,355.19	195,000.00	-160,644.81	18%
101-752 · Supplies & Postage		93.46	2,923.68	5,000.00	-2,076.32	58%
101-790 · Library Materials		2,476.22	4,635.12	31,500.00	-26,864.88	15%
101-801 · Professional & Contract		0.00	1,304.86	20,000.00	-18,695.14	7%
101-805 · Program Expense		1,730.95	3,050.68	8,500.00	-5,449.32	36%
101-824 · Bank & Credit Card Fees		10.95	18.04	200.00	-181.96	9%
101-880 · Communications & Promo		0.00	149.58	2,500.00	-2,350.42	6%
101-910 · Professional Development		257.13	445.66	4,800.00	-4,354.34	9%
101-924 · Utilities & Maintenance		811.78	1,833.33	16,000.00	-14,166.67	11%
101-937 · Insurance		0.00	0.00	5,500.00	-5,500.00	0%
101-970 · Capital Outlay		0.00	0.00	8,900.00	-8,900.00	0%
<b>Total Expense</b>		<b>26,227.24</b>	<b>48,716.14</b>	<b>297,900.00</b>	<b>-249,183.86</b>	<b>16%</b>
<b>Net Income</b>		<b>-16,812.91</b>	<b>-30,516.92</b>	<b>-74,251.00</b>	<b>43,734.08</b>	

# Pentwater Township Library

Director's Report  
May and June 2023

**May 2023**

**MMLL Youth Services In-Person Council Meeting**—Our meeting was in Cadillac at the library. Our concentration at this meeting was on STEM training and resources. We were joined by two presenters from MiSTEM network from the West Central Region. MiSTEM is funded by a grant from the Michigan Department of Education. We worked on three examples of how to start introducing STEM activities into storytimes and summer reading activities. Each library present was given supplies and books to help be able to perform activities with the children at our libraries.

**Pentwater Schools**—Students from the first and second grade classes each walked to the library to learn about the services we offer. We discussed how to get a library account, how to care for books at home, and listened to a story. Each student was given a book bag with a new book for them to add to their home library, bookmarkers, stickers, and an application card to open their own library account.

On Community Pride Day, five high school aged students came to help beautify the outside of the library. The students helped to plant flowers in our 9 planters around the outside of the library. It was not the nicest day, with about half the time it was a steady rain. The students never complained. We did go inside to warm up a bit before their next assignment.

The Staff got to take a trip down to the school and meet in each classroom from K-6 grade to introduce this year's theme of the Summer Reading Program. Each classroom got to hear about the SRP geared for their age group and ask us questions.

I also attended the K-4 evening Family Fun Day at the school playground. The school roasted hotdogs and had watermelon for the families for dinner, after they visited each of the special tables set up on the playground for information on summer activities. The Inspiration Bus from Great Starts was also there for students to visit.

**Friends of PTL**—Friends learned from a membership drive that the library has a lot of nice people in our community that want to be a part of the group. For their first official membership drive they did very well. The group met in the children's department of the library and had a few minutes of introductions and explained how they will work with the library to help support them with advocacy, fundraising and education. It was exciting to see the support for the library in our community.

Respectfully submitted,

Mary Barker, Director

# Pentwater Township Library

Director's Report  
May and June 2023

## June 2023

**Open House**--The library had a huge push to get ready for our Open House for the start of summer. The open house is a community event, this was the second year and it nearly doubled from last year. We had 30 booths, from non-profits, governmental units, and service organizations. For the library's part we started signups for all four groups for Summer Reading. It was a very cold morning when we were setting up, but soon we had sunshine. Lunch was provided by Mo Murphy's family with a little help from the library. We got many positive comments, and the organizations that attended want to come back to do it again next year. We had 150 people attend.

**Friends of the PTL**—The first book sale for Friends 2.0! The library and Friends worked hard together for their first book sale. The first group of volunteers started at 7 a.m. to start setting up tables and books. The library donated the discards to the group, plus they had donations arriving at the library one day before the sale. We will soon get a report on how well they did. It was also a cold day, but the weather held off right to the end.

Respectfully submitted,

Mary Barker, Director

Pentwater Township Library

DIRECTOR'S REPORT -

1-Jun-23

May Statistics

CIRCULATION	2023	2022	%	ATTENDANCE	2023	2022	%
FICTION	493	438	13	ADULT PROGRAM	28	31	-10
NON-FICTION	93	76	22	TEEN PROGRAM	0	0	#DIV/0!
LARGE PRINT FICTION	68	29	134	CHILDREN PROGRAM	76	64	19
LARGE PRINT NON-FICTION	1	2	-50				
<b>TOTAL</b>	<b>655</b>	<b>545</b>	<b>20</b>	<b>TOTAL</b>	<b>104</b>	<b>95</b>	<b>9</b>
KIT GO BAGS	11	13		EVENING PATRONS	44	51	-14
KIT MOVIE NIGHT	0	39		<b>TOTAL PATRONS</b>	<b>921</b>	<b>865</b>	<b>6</b>
PERIODICALS	94	67	40				
PAPERBACKS	2	3	-33	<b>NEW REGISTRATIONS</b>			
AUDIO	21	25	-16	ADULT	13	13	0
VIDEOS & DVDS	238	290	-18	CHILDREN	2	3	-33
				ANNUAL	1	0	#DIV/0!
LIBBY E_Magazine	80	35	129				
LIBBY AUDIO	177	140	26	<b>TOTAL</b>	<b>16</b>	<b>16</b>	<b>0</b>
LIBBY E-BOOKS	242	250	-3				
MEL CAT LENT	99	94	5	Total Deleted Items	252	304	-17
MEL CAT BORROWED	129	97	33				
HOOPLA E-BOOKS	56		#DIV/0!				
HOOPLA E-AUDIO	65		#DIV/0!	Multipurpose Room	16	14	
HOOPLA E-MOVIE/TV	12		#DIV/0!				
HOOPLA BINGE PASS	0		#DIV/0!	<b>RE-REGISTRATIONS</b>			
				ADULT	9	35	-74
<b>TOTAL</b>	<b>1226</b>	<b>1053</b>	<b>16</b>	CHILDREN	2	0	#DIV/0!
				<b>TOTAL</b>	<b>11</b>	<b>35</b>	<b>69</b>
J FICTION	81	84	-4				
J NON-FICTION	32	15	113				
J EASY	73	97	-25	<b>COPIES</b>			
J PERIODICALS	0		#DIV/0!	BLACK	3946	2086	89
J VIDEOS & DVDS	29	41	-29	COLOR	1431	2234	-36
<b>TOTAL</b>	<b>215</b>	<b>237</b>	<b>9</b>				
				FAX USAGE	45	30	50
Y FICTION	19	2	850				
Y NON-FICTION	2	0	#DIV/0!				
				<b>COMPUTER USAGE</b>	<b>81</b>	<b>57</b>	<b>42</b>
<b>TOTAL</b>	<b>21</b>	<b>2</b>	<b>950</b>	<b>WIRELESS USAGE</b>	<b>68</b>	<b>-100</b>	
<b>GRAND TOTAL</b>	<b>2117</b>	<b>1837</b>	<b>15</b>				

MATERIALS BY DATE ADDED FY 2023-2024

Material Type	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	27	65											92
6 - Adult Non-fiction	23	18											41
7 - Audio Books	1	2											3
8 - Easy Read													0
9 - Hold Shelf													0
10 - Juvenile Audio													0
11 - Juvenile Easy	21	37											58
12 - Juvenile Fiction	12	18											30
13 - Juvenile Magazine	3	3											6
14 - Juvenile Non-fic	47	5											52
15 - Juvenile Video													0
16 - Juvenile Video Series													0
17 - Large Print Fiction		2											2
18 - Large Print Non-Fiction													0
19 - Magazine	39	38											77
24 - Paperback Fiction													0
25 - Reference													0
26 - Video Non-Fiction													0
27 - Video	2	50											52
28 - Video Series	1	1											2
29 - Young Adult Fiction	2												2
30 - Young Adult Magazine													0
31 - Young Adult Non-Fiction	2												2
50 - Launchpad													0
51 - Bookclubs													0
52 - Kit Go Bags													0
53 - Kit Movie Night													0
54 - Kit Fly Tying													0
55 - Computer													0
Total	180	239	0	0	0	0	0	0	0	0	0	0	419

Pentwater Township Library  
 DIRECTOR'S REPORT - 1-May-23  
 April Statistics

CIRCULATION	2023	2022	%	ATTENDANCE	2023	2022	%
FICTION	275	347	-21	ADULT PROGRAM	50	70	-29
NON-FICTION	81	104	-22	TEEN PROGRAM	0	0	#DIV/0!
LARGE PRINT FICTION	41	24	71	CHILDREN PROGRAM	12	14	-14
LARGE PRINT NON-FICTION	2	4	-50				
				<b>TOTAL</b>	<b>62</b>	<b>84</b>	<b>-26</b>
<b>TOTAL</b>	<b>399</b>	<b>479</b>	<b>-17</b>				
KIT GO BAGS	10	5	100	EVENING PATRONS	54	23	135
KIT MOVIE NIGHT	0	43	-100	<b>TOTAL PATRONS</b>	<b>718</b>	<b>772</b>	<b>-7</b>
PERIODICALS	45	54	-17				
PAPERBACKS	1	3	-67	<b>NEW REGISTRATIONS</b>			
AUDIO	21	35	-40	ADULT	5	6	-17
VIDEOS & DVDS	178	288	-38	CHILDREN	0	0	#DIV/0!
				ANNUAL	0	0	#DIV/0!
LIBBY E_Magazine	49	46	7				
LIBBY AUDIO	150	158	-5	<b>TOTAL</b>	<b>5</b>	<b>6</b>	<b>-17</b>
LIBBY E-BOOKS	248	312	-21				
MEL CAT LENT	117	262	-55	<b>Total Deleted Items</b>	<b>332</b>	<b>38</b>	<b>774</b>
MEL CAT BORROWED	78	95	-18				
HOOPLA E-BOOKS	82		#DIV/0!				
HOOPLA E-AUDIO	46		#DIV/0!	Multipurpose Room	17	17	
HOOPLA E-MOVIE/TV	26		#DIV/0!				
HOOPLA BINGE PASS	4		#DIV/0!	<b>RE-REGISTRATIONS</b>			
				ADULT	5	2	150
<b>TOTAL</b>	<b>1055</b>	<b>1301</b>	<b>-19</b>	CHILDREN	0	2	-100
				<b>TOTAL</b>	<b>5</b>	<b>4</b>	<b>25</b>
J FICTION	58	78	-26				
J NON-FICTION	25	22	14				
J EASY	109	80	36	<b>COPIES</b>			
J PERIODICALS	0		#DIV/0!	BLACK	1397	1913	-27
J VIDEOS & DVDS	23	43	-47	COLOR	4357	1798	142
<b>TOTAL</b>	<b>215</b>	<b>223</b>	<b>-4</b>				
				FAX USAGE	53	18	194
Y FICTION	6	5	20				
Y NON-FICTION	0	0	#DIV/0!				
				COMPUTER USAGE	75	72	4
<b>TOTAL</b>	<b>6</b>	<b>5</b>	<b>20</b>	WIRELESS USAGE		70	-100
<b>GRAND TOTAL</b>	<b>1675</b>	<b>2008</b>	<b>-17</b>				



MATERIALS BY DATE ADDED FY 2023-2024

Material Type	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	TOTAL
1 - New Fiction	27												27
2 - New Non-Fiction	23												23
5 - Adult Fiction	1												1
6 - Adult Non-fiction													0
7 - Audio Books													0
8 - Easy Read													0
9 - Hold Shelf	21												21
10 - Juvenile Audio	12												12
11 - Juvenile Easy	3												3
12 - Juvenile Fiction	47												47
13 - Juvenile Magazine													0
14 - Juvenile Non-fic													0
15 - Juvenile Video													0
16 - Juvenile Video Series													0
17 - Large Print Fiction	39												39
18 - Large Print Non-Fiction													0
19 - Magazine													0
24 - Paperback Fiction													0
25 - Reference	2												2
26 - Video Non-Fiction	1												1
27 - Video	2												2
28 - Video Series													0
29 - Young Adult Fiction	2												2
30 - Young Adult Magazine													0
31 - Young Adult Non-Fiction													0
50 - Launchpad													0
51 - Bookclubs													0
52 - Kit Go Bags													0
53 - Kit Movie Night													0
54 - Kit Fly Tying													0
55 - Computer													0
<b>Total</b>	<b>180</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>180</b>

### Pentwater Township Library Reconsideration Policy

The Pentwater Township Library fully endorses the principles documented in the Library Bill of Rights and the Freedom to Read Statement of the American Library Association. Materials available in the library present a diversity of viewpoints, enabling patrons to make the informed choices necessary in a democracy. The PTL also selects a wide variety of library materials that satisfy the diverse interests of our community. The library upholds the right of the individual to secure these resources, even though the content may be controversial, unorthodox, or unacceptable to some. The library's varied collection is available to all; however, it is not expected that all the collection will appeal to everyone.

Patrons who wish to request the withdrawal or reclassification of materials currently owned by the Pentwater Township Library are encouraged to discuss their concerns with a staff member or the Director. If the patron is not satisfied with the response to their request, the staff will provide the patron with information and a form to request formal reconsideration of the library resource.



# Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

- I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
- II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
- III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
- IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
- V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
- VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.
- VII. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use. Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.

Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; January 29, 2019.

Inclusion of "age" reaffirmed January 23, 1996.

# The Freedom to Read Statement

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they are prepared to sacrifice their heritage of a free press in order to be "protected" against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and

librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings.

The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1. *It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.*

Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process. Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

2. *Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.*

Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought. The people should have the freedom to read and consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.

3. *It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.*

No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.

4. *There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.*

To some, much of modern expression is shocking. But is not much of life itself shocking? We cut off literature at the source if we prevent writers from dealing with the stuff of life. Parents and teachers have a responsibility to prepare the young to meet the diversity of experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing them from reading works for which they are not yet prepared. In these matters values differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.

5. *It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.*

The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for others. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.

6. *It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.*

It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive. Further, democratic societies are more safe, free, and creative when the free flow of public information is not restricted by governmental prerogative or self-censorship.

7. *It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.*

The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all Americans the fullest of their support.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

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This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.

**Pentwater Township Library**

402 Park Street  
Pentwater MI 49449  
231.869.8581

The Board of Trustees of Pentwater Township Library has established a materials selection policy and a procedure for gathering input about particular items. Completion of this form is the first step in that procedure. If you wish to request reconsideration of a resource, please return the completed form to the library director.

**Request for Reconsideration of Library Materials**

Your Name: \_\_\_\_\_

Library Account Number: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Phone Number: \_\_\_\_\_

I Represent:

Myself  An Organization:  Name of Organization: \_\_\_\_\_

Are you a resident of our legal service area of Pentwater Township (includes Village of Pentwater or Weare Township)? Yes  No  (Only residents in our legal service area may complete this form)

Title: \_\_\_\_\_

Author: \_\_\_\_\_

Format of Resource: Book:  E-Book:  Digital Resource:  Newspaper:

DVD:  Audio:

Have you read, viewed or heard the entire work? (Requestors must read, hear or view the entire work to have their challenge considered.) Yes:  No:

For what age group is this work intended? \_\_\_\_\_

What do you believe is the theme and or major intent of this work? \_\_\_\_\_

\_\_\_\_\_

Have you read any professional reviews of this work? Yes:  No:  If yes, please list the publications here of the review: \_\_\_\_\_

What is your objection to this work? Please be specific:

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In its place, what work of equal literary quality would you recommend the library purchase that would cover the same subject or content? \_\_\_\_\_

Your Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Procedures for Requests for Reconsideration of Library Materials**

1. Pentwater Township Library responds to requests for reconsideration of library materials in writing.
2. Requestors must have read, heard or viewed the entire work to have their challenge considered.
3. Pentwater Township Library's Board of Trustees reviews these requests.
4. The PTL Board of Trustees reviews the item in light of the patron's concern, the PTL Selection policy and professional reviews of the title within 30 days.
5. The Pentwater Township Board of Trustee's decision will be communicated in writing to the requesting party via a letter sent by the Library Director.



## PENTWATER FIRE DEPARTMENT

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

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

### Monthly Meeting Agenda

---

Meeting Date: Wednesday, July 5, 2023 19:00

Meeting Location: Pentwater Fire Department

Call to Order

---

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
  - a. Minutes from 5/3/23
- III. The June meeting was cancelled so members could attend an Oceana County water safety meeting.
- IV. Reports of Officers
  - a. Treasurer Terry Cluchey
- V. Old Business
  - a. 361 pump
  - b. ARPA grant turnout gear
- VI. New Business
- VII. Training
  - a. Online Training
- VIII. Discussion on last month's calls
- IX. Adjourn





## PENTWATER FIRE DEPARTMENT

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### Monthly Meeting Minutes

---

Meeting Date: Wednesday, May 3, 2023 19:00

Meeting Location: Pentwater Fire Department

Call to Order

---

- I. Pledge of Allegiance
- II. Reading and Approval of Minutes
  - a. Minutes from 4/5/23
- III. Reports of Officers
  - a. Treasurer Terry Cluchey
    - i. February payroll: \$3,185.00
    - ii. Payroll total: \$35,213.00
- IV. Old Business
  - a. 361 pump- Oscar and Mike went to Midland yesterday.
  - b. FDIC- 6 members attended.
  - c. 391's Headsets- repaired.
  - d. ARPA grant turnout gear- no update
- V. New Business
  - a. New wildland gear is in service.
- VI. Training
  - a. New Member Training was conducted by Jonathan, Jesse & Adam.
  - b. Online Training- fire investigation.
  - c. "Fully Involved" leadership training taught by Mark Vonoppen at West Shore Community College on May 27 from 9AM-5PM (mandatory for all PFD operations officers).
- VII. Discussion on last month's calls: there were 5 medical and 5 fire calls for service in April.
- VIII. Adjourn- a motion to adjourn by Oscar Esquivel was seconded by Kyle Dillingham.

Secretary- Ray Hasil



## PENTWATER FIRE DEPARTMENT

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Pentwater, MI 49449

Phone 231.869.5987 • Fax 231.869.8511

[www.pentwaterfiredepartment.com](http://www.pentwaterfiredepartment.com)

### Monthly Meeting Minutes

---

Meeting Date: Wednesday, June 7, 2023 19:00

Meeting Location: Pentwater Fire Department

Call to Order

---

- I. Tonight's meeting was cancelled so members could attend an Oceana County water safety meeting.

Secretary- Ray Hasil



## 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)

### Officer Meeting Minutes

---

Meeting Date: Wednesday, May 3, 2023 19:00

Meeting Location: Pentwater Fire Department

Call to Order

---

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

- I. Reading and Approval of Minutes
  - a. Minutes from 4/5/23
- II. Reports of Officers
  - a. Treasurer Terry Cluchey
- III. Old Business
- IV. New Business
  - a. A walkthrough of Hart High School is scheduled in June.
- V. Training
  - a. "Fully Involved" leadership training taught by Mark Vonoppen at West Shore Community College on May 27 from 9AM-5PM (mandatory for all PFD operations officers).
- VI. Discussion on last month's calls: there were 5 medical and 5 fire calls for service in April.
- VII. Adjourn- a motion to adjourn by Mike Barefoot was seconded by Adam Kokx.

Secretary- Ray Hasil



## 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)

### Officer Meeting Minutes

---

Meeting Date: Wednesday, June 7, 2023 19:00

Meeting Location: Pentwater Fire Department

Call to Order

---

- I. Tonight's meeting was cancelled so members could attend an Oceana County water safety meeting.

Secretary- Ray Hasil



## Rec Report – July 2023

### Rec Program

Summerball is officially over! This season has been the greatest I have every experienced since becoming the Rec Director. We had great coaches, a wonderful group of kids and fun competitors. I appreciate the parents and everyone in the community who stopped by our fields and cheered our kids on.

Next sport on the agenda is basketball. I am currently working with the area directors in getting us back in the local league.

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.

2023-2024 Can Drive Donations: \$154.70

Can Drive Totals Since 2020: \$5330.05

2023-2024 Rec Donations: \$1275.00

### 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](http://pentwatervillage.org) or contact myself at 231-869-8301 ext. 4 or [kanderson@pentwatervillage.org](mailto:kanderson@pentwatervillage.org).

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



**Pentwater Township**  
**Deputy Supervisor, Zoning Administrator and Ordinance Enforcement Officer**  
**Monthly Report – July 6, 2023**

Board Members, the following is a summary of activities conducted by the Deputy Supervisor, Zoning Administrator and Ordinance Enforcement Officer for the month of June 2023.

**Deputy Supervisor** - I worked with the Township Supervisor, Lynne Cavazos and Township Attorney Mark Nettleton to:

- Ordered the building materials for an exterior storage room proposed for beneath the Treasurer's office at the rear of the building for storage of sanitary sewer supplies;
- Removed the fencing on the east side of the building;
- Worked with Fleis & Vandenbrink (F&V) to repair several sanitary sewer control panels, pump stations and septic tanks;
- Ordered supplies from Grainger and USABlueBook, for the sanitary sewer system;
- Worked with C&I Electrical from Ludington for Township North Sewer generator installations;
- Pumped and cleaned the Apache Hills Septic Tank, dosing tank with the help of Malburg's Sanitation, Barney's Drain Cleaning and the Pentwater Fire Department;
- Many hours in the field with F&V as the sanitary sewer system evaluation continues; and,
- I continue to assist Lynne and Dean with the review and preparation of documents regarding the conveyance of both Township North and South Sanitary Sewer Systems to the Township.

**Code Enforcement** – Nothing significant to report at this time.

**Planning Commission** - The Planning Commission met on June 13, 2023 to address the following:

- A. Proposed storage room and deck addition to nonconforming residential building. McClelland Cottage - 8323 N. Perry Avenue, Parcel ID No. 64-001-492-014-00. This was approved.
- B. Proposed Zoning Ordinance Amendment – Section 3.08 Accessory Buildings. Date change for public hearing for public hearing. **The public hearing was set for August 8.**
- C. Proposed Zoning Ordinance Amendment – Section 18.08 Review Standards for Variances. Review of draft amendment and set date for public hearing. **The public hearing was set for August 8.**

D. Discussion of General Provisions for fences and retaining walls – Section 3.11 of the Zoning Ordinance. **This was referred to Staff for further research.**

E. Proposed Change in the Zoning Map from C-1 General Commercial to R-2, Single Family Residential, Parcel ID No. 64-001-400-022-05. Approximately 1.14 acres, 5176 W. Monroe Road, north of Treasure Island Drive. Review of Application and set date for a public hearing. **The public hearing was set for August 8.**

F. Consideration for the 2022 – 2023 Meeting Schedule. This was approved.

G. Election of Officers and ZBA Representative. **The same slate of officers and ZBA representative was approved for 2023-2024.**

**Zoning Board of Appeals** - The Zoning Board of Appeals met on June, 2023, to hear a request for a dimensional variance for moving a property line to accommodate a retaining wall a front yard setback from 5778 W. Longbridge – **the request was approved.**

**Zoning Permits** – The following Zoning Permits were issued in June 2023:

1. ZP 3451 was issued to Pere Marquette Builders for a 960 sq. ft. home at 8367 N. Perry Ave.
2. ZP 3452 was issued to Matt DeRose Builders for a new 1,648 sq. ft. ranch home at 5454 Shawnee in Apache Hills.
3. ZP 3453 was issued to Lindsay McClelland for a storage room and deck at 8323 N. Perry 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 228

### Monthly Township Report July 2023

**Board of Review:**

- The July Board of Review will be held on Tuesday, July 18, 2023, at 1 pm.

**Michigan Tax Tribunal:**

- 1 pending case in Small Claims.
- Filing deadline for 2023 for Commercial & Industrial parcels was May 31, 2023.
- Filing deadline for 2023 for Residential parcels is July 31, 2023.

**Miscellaneous:**

- I have been entering deeds, PTAs, and PREs as they come in.
- Summer Tax bills were mailed out June 30, 2023, by KCI
- I will be on vacation July 31 - August 11, 2023. I will have limited access to my email and no access to return phone calls during this time.

If you have any questions, please let me know!

Sincerely,  
Barbie Eaton, MAAO  
Pentwater Township Assessor



PENTWATER TOWNSHIP  
TRANSFER SITE I REPORT

JUNE 2023

TOTAL NUMBER OF VISITORS: 417

TOTAL FEES RECEIVED: 1691.00

NUMBER OF TRASH VISITORS: 117

NUMBER OF RECYCLING VISITORS: 134

NUMBER OF TRASH/RECYCLING VISITORS: 32

Submitted By: BOB

Date: 7/5/23

THIS INCLUDES FREE DAY VISITORS 134

## Capital Improvement Projects for 2023-2024

July 12 ,2023

GENERAL FUND		
FISCAL YEAR	ITEM	PROJECTED COST
2023/2024	Completion of Parking Lot Project (parking lines, fencing, landscaping)	\$10,000
	Storage Shed – lower level attachment (Sewer System equipment storage with insulation in walls and ceiling)	\$20,000
	Air Conditioner Replacement Upgrades on Heating/Ventilation	\$20,000
	Fishing Platform Repairs	\$25,000

CEMETERY FUND		
FISCAL YEAR	ITEM	PROJECTED COST
2023/2024	Bench & Canopy for Respite Area	\$10,000
	Repair/Replacement of Retaining Wall	\$50,000

UB 6)

Draft 06/08/2023

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

At a regular meeting of the Township Board of the Township of Pentwater, Oceana County, Michigan, held at the Pentwater Township Hall, 327 Hancock Street, within the Township, on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, at \_\_\_\_\_ p.m.

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

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

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ that the following Ordinance be adopted under authority of the Revenue Bond Act of 1933, being Act 94 of the Public Acts of Michigan of 1933, as amended.

**ORDINANCE NO. 23-\_\_\_\_**

**AN ORDINANCE TO REGULATE THE USE OF PUBLIC AND PRIVATE SEWERS AND DRAINS, PRIVATE SEWAGE DISPOSAL, THE INSTALLATION AND CONNECTION OF BUILDING SEWERS, AND THE DISCHARGE OF WATERS AND WASTES INTO PUBLIC SEWAGE DISPOSAL FACILITIES; TO PROVIDE FOR THE CONNECTION TO AND THE FIXING AND COLLECTION OF RATES AND CHARGES FOR THE USE OF THE SEWAGE SYSTEM, THE ALLOCATION AND USE OF REVENUES DERIVED THEREFROM AND THE ADMINISTRATION OF THE SYSTEM; AND TO PROVIDE PENALTIES FOR ORDINANCE VIOLATIONS AND OTHER MATTERS PERTAINING THERETO.**

The Ordinance was then discussed.

Upon roll call vote, the vote upon the motion adopting said Ordinance was as follows:

YEAS: Members: \_\_\_\_\_

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

The Township Clerk declared the Ordinance adopted.

The following is Ordinance No. 23-\_\_\_\_ as adopted:

THE TOWNSHIP OF PENTWATER ORDAINS:

ORDINANCE NO. 23-\_\_\_\_\_

AN ORDINANCE TO REGULATE THE USE OF PUBLIC AND PRIVATE SEWERS AND DRAINS, PRIVATE SEWAGE DISPOSAL, THE INSTALLATION AND CONNECTION OF BUILDING SEWERS, AND THE DISCHARGE OF WATERS AND WASTES INTO PUBLIC SEWAGE DISPOSAL FACILITIES; TO PROVIDE FOR THE CONNECTION TO AND THE FIXING AND COLLECTION OF RATES AND CHARGES FOR THE USE OF THE SEWAGE SYSTEM, THE ALLOCATION AND USE OF REVENUES DERIVED THEREFROM AND THE ADMINISTRATION OF THE SYSTEM; AND TO PROVIDE PENALTIES FOR ORDINANCE VIOLATIONS AND OTHER MATTERS PERTAINING THERETO.

ARTICLE I  
SHORT TITLE; FINDINGS; PURPOSE

**Section 101. Short Title.** This Ordinance shall be known as the “Sewer Connection, Use and Rate Ordinance” and may be cited as such.

**Section 102. Objectives Re: Contract Requirements.** This Ordinance is adopted in accordance with and in furtherance of the Township’s obligations as set forth in certain agreements by and between the Township of Pentwater (as defined in Section 249, the “Township”) and the Village of Pentwater (as defined in Section 257, the “Village”), with respect to the transfer of ownership of certain sanitary sewer infrastructure located in the Township and the treatment of sewage from certain areas of the Township by the Village at the Village-owned Sewage Treatment Facility.

It is the purpose of the Township by enacting and keeping in force and effect this Ordinance to comply with the requirements of those agreements (collectively, defined in Section 209 as the “Contract”) and to protect and promote the health and welfare of the residents of the Township.

**Section 103. Objectives Re: State and Federal Law Requirements.** This Ordinance sets forth uniform requirements for Users of the System and enables the Township to comply with all applicable State and Federal laws, including the Clean Water Act (33 United States Code § 1251 et seq.). In addition, the objectives of this Ordinance include the following:

(a) To prevent the introduction of pollutants into the System which will interfere with the operation of the System and the Sewage Treatment Facility or contaminate the resulting sludge;

(b) To prevent the introduction of pollutants into the System which will pass through the System, inadequately treated, into the receiving stream or the atmosphere or otherwise be incompatible with the System and the Sewage Treatment Facility;

(c) To improve the opportunity to recycle and reclaim wastewaters and sludges from the System;

(d) To provide for equitable distribution of the cost of the System; and

(e) To protect the physical integrity of the System and the Sewage Treatment Facility and to provide for the safety of the public and workers on and in the System and the Sewage Treatment Facility.

**Section 104. Findings Re: Public Health, Safety and Welfare.** The Township hereby determines that the System is immediately necessary to protect and preserve the public health, safety and welfare of the Township. This determination is based upon the express determination of the State Legislature set forth in Section 12752 of the Michigan Public Health Code and which reads as follows:

“Sec. 12752. Public sanitary sewer systems are essential to the health, safety, and welfare of the people of the state. Septic tank disposal systems are subject to failure due to soil conditions or other reasons. Failure or potential failure of septic tank disposal systems poses a threat to the public health, safety, and welfare; presents a potential for ill health, transmission of disease, mortality, and economic blight; and constitutes a threat to the quality of surface and subsurface waters of this state. The connection to available public sanitary sewer systems at the earliest, reasonable date is a matter for the protection of the public health, safety, and welfare and necessary in the public interest which is declared as a matter of legislative determination.”

## **ARTICLE II DEFINITIONS**

Unless the context specifically indicates otherwise, the meaning of terms used in this Ordinance shall be as follows:

**Section 201.** Abbreviations shall refer to the following:

- (a) **A.S.T.M.** American Society for Testing Materials
- (b) **W.P.C.F.** Water Pollution Control Federation

**Section 202. BOD or Biochemical Oxygen Demand.** The quantity of oxidation of organic matter under standard laboratory procedure in five days at twenty degrees Celsius, expressed in milligrams per liter.

**Section 203. Building Drain.** That part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste and other drainage pipes inside the walls of the building and conveys it to the Building Sewer, beginning five feet outside the inner face of the building wall.

**Section 204. Building Sewer.** The extension from the Building Drain to the Public Sewer or other place of disposal.

**Section 205. Classes of Users.** The division of sanitary sewer customers into classes by similar process or discharge flow characteristics as follows:

(a) **Residential User.** An individual home or dwelling unit, including mobile homes, apartments, condominiums or multifamily dwellings, that discharges only segregated domestic wastes or wastes from sanitary conveniences.

(b) **Commercial User.** Any retail or wholesale business, engaged in selling merchandise or a service, that discharges only segregated domestic wastes or wastes from sanitary conveniences.

(c) **Institutional User.** Any educational, religious or social organization, such as a school, church, nursing home, hospital or other institutional user, that discharges only segregated domestic wastes or wastes from sanitary conveniences.

(d) **Governmental User.** Any Federal, State or local government office or government service facility that discharges only segregated domestic wastes or wastes from sanitary conveniences.

(e) **Industrial User.** Any manufacturing establishment which produces a product from raw or purchased material. This category shall also refer to any nongovernmental User of publicly owned treatment works identified in the Standard Industrial Classification Manual, 1972, under Division A, B, D, E or I, excluding those users already identified in one of the other User classes. Industrial Users subject to the "Industrial Cost Recovery System" shall include the following:

(1) Any nongovernmental User of publicly owned treatment works which discharges more than 25,000 gallons per day of sanitary waste, or a volume of process waste, or combined process and sanitary waste, equivalent to 25,000 gallons per day of sanitary waste;

(2) Any nongovernmental User of a publicly owned treatment works which discharges wastewater to the treatment works which contains toxic pollutants or poisonous solids, liquids or gasses in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any Sewage treatment process, constitute a hazard to humans or animals, create a public nuisance, or create any hazard in, or have an adverse effect on, the waters receiving any discharge from the treatment works;

(3) All commercial Users of an individual system constructed with grant assistance under Section 201 (h) of the Act and this subpart;

(4) Any Sewage greater than "normal strength sewage," as defined in this Ordinance.

**Section 206. Compatible Pollutant.** Biochemical oxygen demand, suspended solids, pH and fecal coliform bacteria, plus any additional pollutants identified in the NPDES permit if the treatment works was designed to treat such pollutants and can, in fact, remove such pollutants to a substantial degree. The term "substantial degree" generally means removals in the order of eighty percent or greater.

**Section 207. Combined Sewer.** A Sewer receiving both surface runoff and Sewage.

**Section 208. Connection Charge or Fee.** The charge imposed by the Township to regulate the connection of a Building Sewer, either directly or indirectly, to the Public Sewer System. This fee represents (a) the proportional cost attributable to each Structure in which Sanitary Sewage Originates to regulate access to the Public Sewer System and ensures that sufficient capacity exists to accommodate the additional use without overburdening the Public Sewer System or adversely affecting the Township's ability to provide service to the Public Sewer System's existing customers and (b) the benefit to the owner of a Structure in which Sanitary Sewage Originates derived from the connection to the Public Sewer System including, but not limited to, eliminating or reducing the risk of failure of private Sewage Disposal Facilities and the contamination of ground water. See also Direct Connection and Indirect Connection.

**Section 209. Contract.** Any and all agreements by and between the Township and the Village with respect to: (a) the conveyance by the Village of all right, title and interest of the Township North System to the Township, (b) the treatment of sewage from the Township North System by the Village at the Sewage Treatment Facility, and (c) the conveyance by the Village of all right, title and interest of the Township South System to the Township. To the extent that, at the time of the adoption of this Ordinance, the existing Sanitary Sewer Agreement (as defined in Section 235 below), by and between the Township and the Village is still in effect and has not been terminated by agreement of the Township and the Village, the term "Contract" shall include such agreement.

**Section 210. Control Manhole.** The structure installed on the Building Sewer to allow access for measurement and sampling of Sewage discharging from industrial and commercial establishments.

**Section 211. Cost of Operation and Maintenance.** All costs, direct and indirect, inclusive of all expenditures attributable to administration, Cost of Replacement, treatment and collection of Sewage, necessary to insure adequate collection and treatment of Sewage on a continuing basis in conformance with the Village's discharge permit, and other applicable local, state and federal regulations.

**Section 212. Cost of Replacement.** Expenditures and costs for obtaining and installing equipment, accessories or appurtenances which are necessary during the service life of the System to maintain the capacity and performance for which the System was designed and constructed.

**Section 213. Debt Retirement Charge or Debt Service Charge.** A component of the User Charge that represents the amount charged to Users of the Public Sewer to pay all or a portion of the principal, interest and administrative costs of retiring the debt incurred for construction of the Public Sewer System, including a Debt Service Charge imposed by the Village with respect to the Village System and Township North System.

**Section 214. Direct Connection.** The connection of the Building Sewer directly to the System.

**Section 215. Garbage.** Solid wastes from the domestic and commercial preparation, cooking and dispensing of food, and from the handling, storage and sale of produce.

**Section 216. Gravity System.** The publicly-owned gravity Sewer Lead which provides the connection between the privately-owned Building Sewer and the Public Sewer System. A diagram of a typical Gravity System is attached to this Ordinance as Appendix II.

**Section 217. Grinder Pump.** In a Grinder Pump System, the device to which the Building Sewer connects and which grinds and pumps the Sewage to the Public Sewer System for transportation to the Sewage Treatment Facility.

**Section 218. Grinder Pump System.** The publicly owned Grinder Pump, controls and pressure discharge pipe, including all control boards, controls, floats, pumps, storage tanks and appurtenances thereto which provides the connection between the privately-owned Building Sewer and the Public Sewer System. A diagram of a typical Grinder Pump System is attached to this Ordinance as Appendix III.

**Section 219. Health Department.** The Oceana County Health Department.

**Section 220. Incompatible Pollutant.** Any pollutant that is not a Compatible Pollutant, as defined in Section 206 hereof.

**Section 221. Indirect Connection.** The connection of a Building Sewer to a sewage collection system which is installed and paid for by special assessment or private funds, which sewage collection system is, after construction, turned over to the Township and becomes part of the System (e.g. if a developer constructs sanitary sewers in a plat and connects the sewer line to the System, the connection of each lot in the plat would be an Indirect Connection).

**Section 222. Industrial Cost Recovery.** The recovery from each Industrial User, as defined, of that portion of the U. S. EPA grant which is allocable to the treatment of industrial wastes from said industries.

**Section 223. Industrial Wastes.** The liquid wastes from industrial manufacturing processes, trade or business as distinct from segregated domestic strength wastes, or wastes from sanitary conveniences.

**Section 224. Infiltration.** Any waters entering the System from the ground through such means as, but not limited to, defective pipes, pipe joints, connections or manhole walls. Infiltration does not include and is distinguished from Inflow.

**Section 225. Inflow.** Any waters entering the System through such sources as, but not limited to, building downspouts, footing or yard drains, cooling water discharges, seepage lines from springs and swampy areas, and storm drain cross-connections.

**Section 226. Infiltration/Inflow.** The total quantity of water from both infiltration and inflow.

**Section 227. Inspection and Administration Fee.** The amount charged, to each applicant by the Township at the time an application is made to the Township for connection to the Public Sewer System, to cover the routine cost of inspecting and approving the physical connection of a Building Sewer and Service Connection to the Public Sewer System, the issuance of a connection permit and related administrative expenses.



**Section 228. Inspector.** Any person or persons authorized by the Township and Village including, but not limited to, the Superintendent, to inspect and approve the installation of Building Sewers, the Service Connection and their connection to the Public Sewer.

**Section 229. May.** Is permissive.

**Section 230. MEGLE or EGLE.** The Michigan Department of Environment, Great Lakes and Energy or its successor.

**Section 231. Natural Outlet.** Any outlet into a watercourse, pond, ditch, lake or other body of surface water or ground water.

**Section 232. Normal Strength Sewage.** A sanitary wastewater flow containing an average daily BOD of not more than 200 mg/l or an average daily suspended solids concentration of not more than 250 mg/l.

**Section 233. NPDES Permit.** The permit issued pursuant to the National Pollution Discharge Elimination System for the discharge of wastewater into the waters of the State.

**Section 234. Person.** Any individual, firm, company, association, society, corporation or group.

**Section 235. pH.** The logarithm of the reciprocal of the concentration of hydrogen ions in grams per liter of solution.

**Section 236. Pretreatment.** The treatment of extra strength wastewater flows in privately owned pretreatment facilities prior to discharge into the System and the Sewage Treatment Facility.

**Section 237. Properly Shredded Garbage.** The wastes from the preparation, cooking and dispensing of food that have been shredded to such a degree that all particles will be carried freely under the flow conditions normally prevailing in public sewers, with no particle greater than one-half inch in dimension.

**Section 238. Public Sewer or System.** The sanitary sewer collection and transmission system in the Township, which includes all publicly-owned mains, lift stations, pumps, valves, tanks, drain fields, odor control facilities and all appurtenances thereto that constitutes both the Township North System and the Township South System, and those components of the Village System, including the Sewage Treatment Facility, necessary for the conveyance and treatment of Sewage from the Township North System, established in accordance with the Contract, together with any such extensions, or improvements thereto currently existing or hereinafter acquired or constructed. A map showing the location and service area for the Township's Public Sewer System Service District, including the Township North System and the Township South System is attached to this Ordinance as Appendix I and incorporated by reference herein.

**Section 239. Sanitary Sewer Agreement.** The Sanitary Sewer Agreement, by and between the Township and Village and dated as of June 18, 1984, which provided for the

acquisition, constructing, ownership, operation and maintenance of the Township North System and the Township South System.

**Section 240. Septic Tank.** A watertight tank or receptacle used to receive domestic Sewage and is intended to provide for the separation of substantial portions of the Suspended Solids in such Sewage and the partial decomposition by bacterial action on solids so separated.

**Section 241. Service Connection.** The portion of the Public Sewer System which extends either to or onto the parcel of land adjacent to the path of the Public Sewer System, and includes the sewer main, tee/wye, valve, check valve, connector pipes, the Sewer Lead, the Gravity System or the Grinder Pump System, electrical controls and appurtenances, but not including the Building Sewer.

**Section 242. Service District.** All areas within the Township currently served by the System or capable of being served by the System, as shown on the map(s) attached hereto as Appendix I, primarily consisting of all residential-, commercial- and industrial-zoned land located within Sections 23, 24, 25 and 26 of the Township, including areas served by the Township North System and the Township South System.

**Section 243. Sewage.** A combination of the water-carried wastes from residences, business buildings, institutions and industrial establishments, together with such surface and ground waters as may be present.

The three most common types of Sewage are:

(a) **Sanitary Sewage.** The combination of liquid and water-carried wastes discharged from toilet and other sanitary plumbing facilities.

(b) **Industrial Wastes.** The liquid wastes from industrial manufacturing processes, trade and business as distinct from segregated domestic strength wastes or wastes from sanitary conveniences.

(c) **Combined Sewage.** Wastes, including Sanitary Sewage, Industrial Wastes, storm water and infiltration and inflow, carried to the Sewage Treatment Facility by a Combined Sewer.

**Section 244. Sewage Disposal Facilities.** Any Septic Tank, Subsurface Disposal System or other devices used in the disposal of Sewage and which are not part of the System.

**Section 245. Sewage Treatment Facility.** Any arrangement of devices and structures used for treating Sewage, including the Village's publicly-owned wastewater treatment plant.

**Section 246. Sewage Works.** All facilities for collecting, pumping, treating and disposing of Sewage.

**Section 247. Sewer.** A pipe or conduit for carrying Sewage.

**Section 248. Sewer Lead.** That portion of the Service Connection which connects to the sewer main located in the public right-of-way and extends therefrom to the property line.

**Section 249. Sewer Rates and Charges.** All Sewer rates, charges and fees due for connection to and use of the Public Sewer System, and any fines, penalties or interest thereon, due or imposed pursuant to this Ordinance, including, but not limited to, the Connection Fee, User O&M Charge, Debt Service Charge, Inspection and Administration Fee, User Surcharge, and Miscellaneous User Fee.

**Section 250. Shall. Mandatory.**

**Section 251. Slug.** Any discharge of Sewage or Industrial Waste which, in concentration of any given constituent, exceeds for any period of duration longer than fifteen minutes more than five times the average twenty-four hour concentration of flows during normal operation.

**Section 252. Special Assessment District.** All Special Assessment Districts determined at any time by the Township Board for the provision of sanitary sewer service by the Public Sewer.

**Section 253. Special Assessment Roll.** All Special Assessment District Rolls confirmed at any time for a Special Assessment District by the Township Board.

**Section 254. Storm Drain or Storm Sewer.** A Sewer which carries storm and surface waters and drainage, but excludes Sewage and Industrial Wastes, other than unpolluted cooling water.

**Section 255. Structure in Which Sewage Originates.** A building in which toilet, kitchen, laundry, bathing or other facilities which generate Sewage are used or are available for use for household, commercial or industrial purposes.

**Section 256. Subsurface Disposal System.** An arrangement for distribution of septic tank effluent beneath the ground surface (also referred to as a "drainfield system," "tile field" or "dry well" or a "soil absorption system").

**Section 257. Superintendent.** The Superintendent of Public Works of the Village or his or her authorized deputy, agent or representative.

**Section 258. Suspended Solids.** Solids that either float on the surface of, or in suspension in, water, Sewage or other liquids and which can be removed by laboratory filtering.

**Section 259. Township.** The Township of Pentwater, Oceana County, Michigan, as represented by the Pentwater Township Board of Trustees.

**Section 260. Township North System.** The Township's sanitary sewer collection system consisting of a 2 1/2" force main and related appurtenances located along US-31 business route (Monroe Road) in the Township lying northerly and easterly of Pentwater Lake in Sections 23 and 24 of the Township, which was originally constructed as part of the Village System pursuant to the Sanitary Sewer Agreement.

**Section 261. Township South System.** The publicly-owned sanitary sewer collection system, including but not limited to all pipes, pumps, valves, controls, tanks, and drain fields, that

serves portions of the Apache Hills, Ottawattamie Park, Mears Addition to Middlesex, and Gamble's residential subdivisions via the Hilltop Drain Field System and the Wayne Road Drain Field System located within the Township south of Pentwater Lake in Sections 23, 24, 25 and 26 of the Township.

**Section 262. Unit or Units.** A standard basis of measuring the relative quantity of Sewage, including the benefits derived from the disposal thereof, arising from the occupancy of a freestanding single-family residential dwelling (but such term shall not necessarily be related to actual use arising from any particular dwelling). A listing of the relative relationships between the various Users of the System is hereby determined by the Township and is set forth in Appendix IV to this Ordinance. The assignment of Unit(s) to a particular User shall be determined from time to time by resolution of the Township Board, based upon the use to which the User's property is put. Each User shall be assigned a minimum of one (1) Unit. A building containing multiple Users shall be assigned a minimum of one (1) Unit for each User. The assignment of Unit(s) for any use not enumerated in Appendix IV shall, in the sole discretion of the Township, be based upon the most similar use enumerated in Appendix IV.

**Section 263. U.S. EPA.** The Environmental Protection Agency or its successor agency.

**Section 264. User.** A recipient of services provided by the System including premises which are connected to and discharge Sewage into the System.

**Section 265. User Charge.** A charge, based on Units, charged to Users of the System. The charge represents (a) that User's proportionate share of the cost of Cost of the Operation and Maintenance (including Cost of Replacement) of the System; (b) the benefit to that User derived from the availability and use of the System; and (c) includes the User O & M Charge and Debt Service Charge, if any.

**Section 266. User O & M Charge.** The charge levied on all Users of the System for the Cost of Operation and Maintenance, including replacement of the System and Sewage Treatment Facility.

**Section 267. User Surcharge.** A charge imposed on a User of the System for discharges of Sewage that are in excess of Normal Strength Sewage.

**Section 268. Village.** The Village of Pentwater, Oceana County, Michigan, as represented by the Pentwater Village Council.

**Section 269. Village System.** The system for the transmission, collection and treatment of Sewage located within the Village, including the Sewage Treatment Facility.

**Section 270. Watercourse.** A channel in which a flow of water occurs, either continuously or intermittently.

### **ARTICLE III USE OF PUBLIC SEWERS REQUIRED**

**Section 301. Discharge of Sewage.** No Person shall place, deposit or permit to be deposited, in any unsanitary manner, upon public or private property within the Township or in

any area under the jurisdiction of the Township, any Sewage, Industrial Wastes or other polluted waters except where suitable treatment has been provided in accordance with standards established by EGLE, U.S. EPA and this Ordinance.

**Section 302. Certain Sewage Disposal Facilities Prohibited.** Except as hereinafter provided, no Person shall construct or maintain any privy, privy vault, septic tank cesspool or other facility intended or used for disposal of Sewage other than as specified in this Article or Article IV of this Ordinance.

**Section 303. Mandatory Connection of Properties in Special Assessment District.** All owners of Structures in which Sanitary Sewage Originates, now situated or hereafter constructed within a Special Assessment District, are hereby required at their expense to install suitable plumbing fixtures and connect such facilities directly with the Available Public Sanitary Sewer System in accordance with the provisions of this Ordinance. The Township may require any such owners, pursuant to the authority conferred upon it by law or ordinance, to make such installations or connections which must have the approval (during and after construction) of the Inspector.

**Section 304. Connection of Existing Improved Properties in Service District Outside Special Assessment District.** Owners of all presently situated Structures in which Sanitary Sewage Originates, which are located in the Service District and which are currently served by private Sewage Disposal Facilities, shall not be required to connect to the Available Public Sanitary Sewer System until such time as:

(a) the existing private Sewage Disposal Facilities fail (as determined by the Health Department) and the Health Department will not issue a permit for new private Sewage Disposal Facilities for the premises, or

(b) connection of all improved properties within the area in which said premises are located is declared a necessity by the Township for the public health and welfare.

Upon the occurrence of any such event connection shall be made to the Public Sewer System in accordance with Section 303 and Section 305. In the alternative, an owner of property subject to this Section 304, may connect to the Public Sewer System at any time in compliance with the terms of this Ordinance.

**Section 305. Connection Deadline.** As a matter of public health, all connections to the Public Sewer System required hereunder, shall be completed no later than twelve (12) months after the last to occur of the date of official notice by the Township to make said connections or the modification of a structure so as to become a Structure in which Sanitary Sewage Originates. Newly constructed structures required to connect shall be connected prior to occupancy thereof. Persons who fail to complete a required connection to the Public Sewer System within such twelve (12) month period shall be liable for a civil penalty equal in amount to the User Charges and Debt Service Charges that would have accrued and been payable had the connection been made as required.

**Section 306. Enforcement in the Event of a Failure to Connect.** In the event a required connection to the Public Sewer System is not made within the time provided by Section 305, the Township shall require the connection to be made immediately after notice given by first class or

certified mail or by posting on the property. The notice shall give the approximate location of the Available Public Sanitary Sewer System and shall advise the owner of the affected property of the requirement and enforcement provisions provided by Township ordinance and state law. In the event the required connection is not made within 90 days after the date of mailing or posting of the written notice, the Township may bring an action in the manner provided by law in a court of competent jurisdiction for a mandatory injunction or court order to compel the property owner to immediately connect the affected property to the Available Public Sanitary Sewer System.

**Section 307. Extensions of Public Sewer System to Service New Developments.**

(a) The owner of premises located within the Township but not served by an Available Public Sewer may elect to extend the Public Sewer and connect his premises thereto, subject to the conditions for sewer extensions set forth in Section 309.

(b) The owner (or developer) of lands in the Township proposed for development (whether by site condominium, subdivision, land division or otherwise) for which land use approval is received after the effective date of this Ordinance, shall be required to extend the Public Sewer and connect the premises so developed to the Public Sewer subject to the conditions for sewer extensions set forth in Section 309 if the distance measured in feet from the nearest edge of the proposed development to the nearest point of the Public Sewer when divided by the number of Units proposed for the development equals one hundred feet or less. This subsection 307(b) shall not apply to lands improved by one single family residence located adjacent to the then existing terminus of the Public Sewer.

**Section 308. Connection of Premises Not Abutting the Public Sewer System.**

Premises not abutting an existing Public Sewer shall be permitted to connect to the Public Sewer System only upon the consent of the Township Board. The consent of the Township Board shall be granted or denied by the Township Board in the exercise of its reasonable discretion and shall be based upon the continued availability of capacity in the Public Sewer System and other considerations deemed appropriate by the Township Board and consistent with this Ordinance, including, but not limited to, the terms of the Contract with the Village, if applicable. To the extent an extension of the Public Sewer is required, the conditions set forth in Section 309 shall apply. In its discretion, the Township Board may require the person requesting the connection of a premises not abutting an existing Public Sewer to provide, at the sole expense of said person, an engineering report by a consulting engineer acceptable to the Township addressing the cost and feasibility of the proposed sewer service (and any sewer extension necessitated thereby) in the context of the foregoing considerations.

**Section 309. Conditions for Extension of Public Sewer by Property Owner.** If connection to the Public Sewer is required by Section 307(b) of this Ordinance, but there is no available Public Sewer adjacent to the premises, or if a property owner elects to extend the Public Sewer, such extension shall be in accordance with the following requirements, unless modified by the terms of a written agreement between the Township and the property owner pursuant to Section 310:

(a) The sewer main shall be extended to the premises in a public right of way, or in an easement owned by the public to the premises in question. If the sewer is to be

extended for the purpose of serving a new development, including but not limited to a site condominium, subdivision, or division of land which involves the installation of a new public or private road, the sewer main shall be extended throughout such new road so that the sewer abuts all units or lots within the development, within an easement dedicated to the public if not located in a public street right of way.

(b) If a sewer main is extended to a premises, the main shall be installed across the entire frontage of the premises served, to the border of the adjacent premises. For developments for which a new public or private road is constructed, the sewer main shall be extended across the entire frontage of the development on the existing adjacent public or private road, in addition to being extended within the new road to all lots or units within the development. All sewer main extensions shall be located within an easement dedicated to the public, if not located in a public street right of way.

(c) The sewer main shall be constructed in accordance with specifications approved by the Township and, to the extent required by the Contract, the Village.

(d) The design, planning and construction of the sewer main and related facilities shall comply with all State, County and, if applicable, Village requirements and approval procedures.

(e) Upon completion of the sewer main, verification by the Inspector that it has been properly constructed, and proof that all contractors have been paid for the cost thereof (including lien waivers if requested), the sewer main shall be dedicated to the Township, without cost to the Township or the Village. Upon acceptance of dedication, the Township shall thereafter be responsible for maintenance of the sewer main. The Township shall be assigned, or be a third party beneficiary of, all construction contracts and material and equipment warranties.

(f) The person responsible for installing the sewer shall reimburse the Township and Village for the cost to review plans and specifications of the sewer extension including, but not limited to, costs of the Township's and/or Village's engineer to review said plans and specifications, and the cost of acquisition of right-of-way, if necessary, including attorney fees, appraisal fees, cost of land title research and all other expenses of any condemnation proceedings. The person responsible for installing the sewer shall pay an amount to the Township, in advance, at least equal to the estimated fees for such review and acquisition. Any excess not required to complete the improvements shall be refunded to the responsible party; any shortfall shall be paid before connection of any premises is permitted.

(g) The entire cost of installation of the sewer main, including but not limited to engineering, construction, permits and restoration shall be paid by the owner or owners of the premises to whom sewer is being extended.

(h) In addition to the extension of a sewer main as required, the owner of premises to be connected to the System shall reimburse the Township and the Village for the cost of making improvements to System facilities, which are necessary as a result of the additional connections proposed to be made by the owner of the premises or by a

development which will be provided with public sewer, including but not limited to increasing the size of downstream sewer mains to provide sufficient capacity, increase in the capacity of lift stations, and increase in treatment capacity of the Sewage Treatment Facility. In such a situation, the responsible party and the Township shall enter into an agreement whereby the responsible party pays to the Township, in advance, an amount equal to at least the estimated cost of making such improvements. Any excess not required to complete the improvements shall be refunded to the responsible party; any shortfall shall be paid before connection of any premises is permitted.

(i) In its discretion, the Township Board may require the person requesting the extension or required to construct an extension to provide at the sole expense of said person an engineering report by a consulting engineer acceptable to the Township addressing the cost and feasibility of the proposed extension in the context of the foregoing conditions.

**Section 310. Sewer Extension Agreements.** The Township shall have the authority to negotiate agreements for sewer extensions with landowners, developers and other municipalities, which agreements may take into consideration issues of demand, benefit, capacity, necessity, timing and funding and may provide for construction advances, prepayment of rates and charges, pay back arrangements of up to 15 years and similar matters.

**Section 311. Discharge of Industrial Wastes.** Any User discharging Industrial Wastes to the Public Sewer, Storm Sewer or receiving stream shall file the material listed below with the Township and the Superintendent, and no Person shall furnish the Township and the Superintendent with any material or information pursuant to this subsection that is false in any particular.

(a) The Township may require a User who applies for sewer service, receives sewer service, or through the nature of the enterprise creates a potential environmental problem, to do the following:

(1) File a written statement setting forth the nature of the enterprise, the source and amount of water used, and the amount of water to be discharged, with the present or expected bacterial, physical, chemical, radioactive or other pertinent characteristics of the wastes.

(2) Provide a plan map of the building, works or complex, with each outfall to the surface waters, Sewer, Storm Sewer, natural watercourse or ground waters noted and described and with the waste stream identified.

(3) File a sample, test and file reports with the Superintendent and the appropriate State agencies on appropriate characteristics of wastes on a schedule, at locations, and according to methods approved by the Superintendent and the appropriate State agency.

(4) File an affidavit placing waste treatment facilities, process facilities, waste streams or other potential waste problems under the specific supervision and control of persons who have been certified by an appropriate State agency as properly qualified to supervise such facilities.



(5) Provide a report on raw materials entering the process or support system, intermediate materials, the final product, and waste by-products, as those factors may affect waste control.

(6) Maintain records and file reports on the final disposal of specific liquids, solids, sludge, oil, radioactive material, solvent or other waste.

(7) Give written notification to the Superintendent if any industrial process is to be altered so as to include or negate a process waste or potential waste, subject to approval.

(b) The Township may charge any User discharging Industrial Wastes to the Public Sewer, Storm Sewer, receiving stream or Natural Outlet a User Surcharge in accordance with this Ordinance and, such User Surcharge shall be in addition to any other such Sewer Rates and Charges that may be imposed on the User by the Township in accordance with this Ordinance.

(c) Any discharge from the Township North System to the Village System for treatment at the Village Sewage Treatment Facility shall comply with all requirements of the Village with respect to such discharges including, but not limited to, pretreatment, monitoring and testing, inspection, and liability for Surcharges.

#### **ARTICLE IV PRIVATE SEWAGE DISPOSAL**

**Section 401. Private Sewage Disposal Facilities.** Where a Public Sewer is not available under the provisions of Section 304, the Building Sewer shall be connected to private Sewage Disposal Facilities complying with all requirements of the Health Department and EGLE.

**Section 402. Connection to Public Sewer; Abandonment.** At such time as the Public Sewer becomes available under the provisions of Section 304 to a property served by a private sewage disposal system, a Direct Connection shall be made to the Public Sewer in compliance with this Ordinance, and any private Sewage Disposal Facilities shall be abandoned and filled with suitable material.

**Section 403. Operation and Maintenance.** The owner shall operate and maintain the private Sewage Disposal Facilities in a sanitary manner at all times, at no expense to the Township or the Village.

**Section 404. Governmental Requirements.** No statement contained in this Article shall be construed to interfere with any additional requirements that may be imposed by the Village, Michigan Department of Public Health, EGLE and/or the Health Department.

#### **ARTICLE V BUILDING SEWERS AND CONNECTIONS**

**Section 501. Permit Requirement.** No Person shall uncover, make any connection with or opening into, use, alter or disturb any Public Sewer or appurtenance thereof, without first obtaining a written permit from the Township and the Superintendent, if applicable, except that a

property owner may make a connection from a properly constructed lateral to his or her residence. Before a general license or a particular permit may be issued for excavating for plumbing or drain laying in any public street, way or alley, the Person applying for such permit shall execute unto the Township and deposit with the Township Treasurer a bond with a corporate surety in the sum of five thousand dollars (\$5,000) (or such other greater or lesser amount as may be established by resolution of the Township Board from time to time), conditioned that he or she will faithfully perform all work with due care and skill and in accordance with the laws, rules and regulations established under the authority of the Township and, if applicable and required, the Village, pertaining to sewers and plumbing. This bond shall state that the person will indemnify and save harmless the Township, the Village (if a connection to the Township North System) and the owner of the premises against all damages, costs, expenses, outlays and claims of every nature and kind arising out of mistake or negligence on his or her part in connection with plumbing, sewer line connection, or excavating for plumbing or sewer connection as prescribed in this Ordinance. Such bond shall remain in force and must be executed for a period of one year, except that, upon such expiration, it shall remain in force as to all penalties, claims and demands that may have accrued thereunder prior to such expiration. The licensee shall also provide public liability insurance for the protection of the Township, the Village (if a connection to the Township North System), the property owner, and all persons, to indemnify the foregoing for all damage caused by accidents attributable to the work, with limits of \$500,000 for one person, \$1,000,000 for bodily injuries per accident, and \$500,000 for property damage.

**Section 502. Permit Application.** There shall be three classes of Building Sewer permits: (1) Residential, (2) Commercial, and (3) Industrial. In any case, the owner or his or her agent shall make application on a special form furnished by the Township and the Village (if a connection to the Township North System). The permit application shall be supplemented by any plans, specifications or other information considered pertinent in the judgment of the Township or the Superintendent (if a connection to the Township North System), and shall be accompanied by payment of the applicable Connection Fee determined in accordance with Section 702, any civil penalty which has accrued pursuant to Section 303 above, the Inspection and Administration Fee, the plans and specifications of all plumbing construction within the premises (when requested), and all other information required by the Township and the Village (if a connection to the Township North System).

**Section 503. Approval of Application.** The approval of a permit application for connection of the Service Connection to the System shall be subject to:

(a) compliance with all terms of this Ordinance, including, without limitation, Section 502, above, and the rules and regulations of the Township, Village (if a connection to the Township North System), Health Department and EGLE;

(b) the availability of capacity in the System; and

(c) compliance of the plans and specifications for connection with the Township's standards for construction, which may be modified by resolution of the Township Board from time to time, but include (unless otherwise modified) the following:

(1) A separate and independent Building Sewer shall be provided for every building, except that where one building stands at the rear of another on an

interior lot and no private sewer is available or can be constructed to the rear building through an adjoining alley, court, yard or driveway, the Building Sewer from the front building may be extended to the rear building and the whole considered as one Building Sewer. Other exceptions will be allowed only by special permission granted by the Township.

(2) Old Building Sewers or portions thereof may be used in connection with new buildings only when they are found, on examination and after testing by the Superintendent or his or her representative, to meet all requirements of this Ordinance.

(3) The Building Sewer shall be constructed of pipe meeting the then-current ASTM specifications.

(4) All Building Sewer joints and connections shall be made gastight and watertight and shall conform to the requirements of the Building and Housing Code. Asbestos cement or clay sewer pipe joints shall be of the rubber ring, flexible, compression type. The pipe joints for PVC plastic shall be either rubber ring joints or solvent welded joints. The joints and connections shall conform to the manufacturer's recommendations.

(5) The size and slope of the Building Sewers shall be subject to the approval of the Township, but in no event shall the diameter be less than four inches. Minimum grade shall be as follows:

6-inch pipe - 1/8" per foot or 1" per 8 feet

4-inch pipe - 1/4" per foot or 2" per 8 feet

(6) Whenever possible, the Building Sewer shall be brought to the building at an elevation below the basement floor. No Building Sewer shall be laid parallel to, or within three feet of, any bearing wall which might thereby be weakened. The depth shall be sufficient to afford protection from frost. All excavations required for the installation of a Building Sewer shall be open trench work unless otherwise approved by the Superintendent. Pipe laying and backfill shall be performed in accordance with current ASTM specifications, except that no backfill shall be placed until the work has been inspected by the Superintendent or his or her representative. No sand or foreign material shall be allowed to enter the System during connection construction.

(7) In all buildings in which any Building Drain is too low to permit gravity flow to the Public Sewer, Sanitary Sewage carried by such drains shall be lifted by artificial means and discharged to the Building Sewer, subject to approval by the Superintendent.

(8) The connection of the Building Sewer into the Public Sewer shall be made at the "Y" branch designated for the property if such branch is available at a suitable location. Any connection not made at the designated "Y" branch in the main sewer shall be made only as directed by the Superintendent.

**Section 504. On-Lot Easement Requirements.** Prior to the approval and issuance of a Service Connection permit for a Grinder Pump System, the applicant will be requested to have executed by the property owner(s) of record for the premises to be connected, an easement in a form provided by the Township granting permission to the Township to install, construct, operate, maintain, repair and replace the Service Connection to be installed on the premises.

(a) If the applicant provides such easement, then the Township shall provide, at its cost, all needed repairs, operation, maintenance and replacement of the Service Connection in accordance with Section 511, below.

(b) If the applicant, for any reason, declines to provide said easement, then the permit shall be issued in the discretion of the Township, together with an appropriate bill of sale conveying from the Township to the property owner title to all components comprising the Service Connection. Following installation of the Service Connection by the property owner (which installation is subject to inspection by the Inspector in accordance with the terms of this Ordinance), the property owner shall, at his or her expense, repair, operate, maintain and replace the Service Connection in accordance with Section 512, below.

(c) A property owner or his or her successor may, at any time following the installation of a Service Connection on a premises for which no easement was provided to the Township prior to the issuance of a permit, grant the appropriate easement to the Township. The Township shall accept said easement and assume the responsibility for repair, operation, maintenance and replacement provided that the Inspector has inspected the Service Connection and is satisfied that the Service Connection is in good working order, reasonable wear and tear excepted.

In the event such inspection reveals that the Service Connection has not been properly maintained or that the condition of the Service Connection has deteriorated beyond reasonable wear and tear, the Township may condition its acceptance of the easement and assumption of the fiscal responsibility for operation, maintenance and repair and replacement of the Service Connection upon

(1) appropriate repairs of the Service Connection at the expense of the property owner,

(2) replacement of the Service Connection or individual components thereof at the expense of the property owner or

(3) such other conditions as the Township, in the exercise of its reasonable judgment, deems appropriate.

The acceptance of the easement by the Township shall be accompanied by an executed bill of sale by the property owner conveying the Service Connection to the Township.

(d) Section 504 shall not apply to any premises for which the installation of the Service Connection was made by a contractor engaged by the Township or the County pursuant to the Contract or any future supplement or amendment thereto, it being the

assumption in these circumstances that the property owner had granted an appropriate easement prior to said installation.

(e) Section 504 shall not apply if the Service Connection is a Gravity System.

**Section 505. Cost of Installation of Building Sewer and Connection to Public Sewer; Indemnification.** The cost of all repairs, operation, maintenance and replacements of existing Building Sewers and their connection to Public Sewer Systems shall be borne by the property owner. If the property owner has not granted an easement to the Township to maintain a Service Connection which is a Grinder Pump System, then the cost of all repairs, operation, maintenance and replacement of the Service Connection shall also be borne by the property owner.

**Section 506. Inspection.** The applicant for connection of the Building Sewer shall notify the Township when the Building Sewer is ready for inspection and connection to the Public Sewer. The connection shall be made under the supervision of the Superintendent or his or her representative. If the Township determines that the Building Sewer has been constructed and installed in accordance with the requirements of this Ordinance, the Building Sewer shall then be connected to the Public Sewer under the observation of the Inspector. The inspection shall include the installation of all required components, including without limitation, wiring, conduit, sealants, riser, discharge lines and related necessary appurtenances. The inspection required by this Section shall include the abandonment of the private Sewage Disposal Facilities in the manner required by this Ordinance and the Health Department.

**Section 507. Public Safety Requirements; Restoration.** All excavations for Building Sewer installation and connection to the Public Sewer shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the Township, the County Road Commission and all other governmental entities having jurisdiction.

**Section 508. Availability of Capacity in System and Village System.** No connection to the Public Sewer will be permitted unless there is capacity available in downstream sewers, pump stations, interceptors, force mains, the Village System and the Sewage Treatment Facility, including the capacity for BOD and suspended solids in the Sewage Treatment Facility, as determined by the Village in accordance with the Contract.

**Section 509. Connection of Certain Drains Prohibited.** No Person shall make connection or maintain connection of roof downspouts, exterior foundation drains, areaway drains, or other sources of surface runoff or ground water to a Building Sewer or Building Drain which in turn is connected directly or indirectly to the System.

**Section 510. Property Owner's Responsibility for Repairs, Operation and Maintenance.** Neither the Township nor the Village shall be responsible for the construction, operation, maintenance or repair of the Building Drain, Building Sewer, hookups, connections or leads, and any defect or blockage therein.

## ARTICLE VI USE OF PUBLIC SEWERS

**Section 601. Prohibited Discharge of Storm Water.** No Person shall discharge, or cause to be discharged, any storm water, surface water, ground water, roof runoff, subsurface drainage, uncontaminated cooling water, or unpolluted industrial process waters, to the Public Sewer.

**Section 602. Permitted Discharge of Storm Water.** Storm water and all other unpolluted drainage shall be discharged to such sewers as are specifically designed as Storm Sewers or to a natural outlet approved by the appropriate State agency and the Township. Industrial cooling water or unpolluted process waters may be discharged, upon approval of the appropriate State agency, the Township and the Village, to a Storm Sewer or natural outlet.

**Section 603. Prohibited Discharge to the Public Sewer.** No Person shall discharge any of the following described waters or wastes to the System:

(a) Any gasoline, benzene, naphtha, fuel oil or other flammable or explosive liquid, solid or gas.

(b) Any waters or wastes containing toxic or poisonous solids, liquids or gases in sufficient quantity, either singly or by interaction with other wastes, to injure or interfere with any sewage treatment process, constitute a hazard to humans or animals, create a public nuisance, or create any hazard in the receiving waters of the Sewage Treatment Facility, including, but not limited to, cyanides in excess of twenty-five thousandths (0.025) mg/l as CN in the wastes as discharged to the Public Sewer.

(c) Any waters or wastes having a pH lower than 6.5 or a pH in excess of 9.5, or having any other corrosive property capable of causing damage or hazard to structures, equipment and personnel of the Sewage Treatment Facility.

(d) Solid or viscous substances in quantities or of such size capable of causing obstruction to the flow in the System or the Sewage Treatment Facility, or other interference with the proper operation of the Sewage Treatment Facility, such as, but not limited to, ashes, cinders, sand, mud, straw, shavings, metal, glass, rags, feathers, tar, plastics, wood, unground garbage, whole blood, paunch manure, hair and fleshings, entrails, paper dishes, cups and milk containers, and fruit and vegetable processing wastes, etc., either whole or ground by garbage grinders.

(e) Any liquid or vapor having a temperature higher than 150 degrees Fahrenheit (sixty-five degrees Celsius), or lower than thirty-two degree Fahrenheit (zero degrees Celsius).

(f) Any water or waste containing fats, wax, grease or oils, whether emulsified or not, in excess of fifty mg/l or containing substances which may solidify or become viscous at temperatures between thirty-two and 150 degrees Fahrenheit (zero and sixty-five degrees Celsius).

(g) Any garbage that has not been properly shredded. The installation and operation of any garbage grinder equipped with a motor of one horsepower or greater shall be subject to the review and approval of the Superintendent.

(h) Any waters or wastes containing strong acid iron pickling wastes, or concentrated plating solutions whether neutralized or not.

(i) Any waters or wastes containing iron, chromium, copper, cadmium, hexavalent chrome, total chrome, zinc, nickel, and similar objectionable or toxic substances, or wastes exerting a chlorine demand in excess of fifteen mg/l, to such degree that any such material received from each industry exceeds the limits established by the Superintendent or an appropriate State agency. The limitations and allowable concentrations of metallic and toxic wastes will be set by the State or Federal Government.

(j) Any waters or wastes containing phenols or other taste or odor-producing substances, in excess of two-tenths mg/l, or as approved by the appropriate State agency.

(k) Any radioactive wastes or isotopes of such half-life or concentration as may exceed limits established by the Superintendent in compliance with applicable State or Federal regulations.

(l) Materials which exert or cause:

(1) Unusual concentrations of inert suspended solids (such as, but not limited to, Fuller's earth, lime slurries and lime residues) or dissolved solids (such as; but not limited to, sodium and sodium sulfate).

(2) Excessive discoloration (such as, but not limited to, dye wastes, ink and vegetable tanning solutions). Such discharges shall be limited to prevent light absorbency which will interfere with treatment plant processes or prevent analytical determinations.

(3) A BOD in excess of 200 mg/l.

(4) A COD in excess of 450 mg/l.

(5) Material or flow or both in such quantities as to cause a "slug," as defined in this chapter.

(6) Average daily flow exceeding three (3) percent of the total daily design flow at the sewage treatment plant.

(m) Noxious or malodorous gas (such as, but not limited to, hydrogen sulfide, sulphur dioxide, or oxides of nitrogen) and other substances capable of public nuisance.

(n) Waters or wastes containing substances which are not amenable to treatment or reduction by the Sewage treatment processes employed, or which are amenable to treatment only to such degree that the Sewage Treatment Facility effluent cannot meet the requirements of other agencies having jurisdiction over discharge to the receiving waters.

(o) Any substances which will cause a violation of the Village's NPDES Permit.

(p) Any substance which will cause a violation of U.S. EPA 40 CFR 403 pretreatment standards. The pretreatment standard, if more stringent than limitations imposed under this Ordinance, shall immediately supersede the limitations imposed under this Ordinance and shall be considered part of this Ordinance.

**Section 604. Discharge Permit Limitations.** No Person shall discharge or cause to be discharged into the System any Sewage which would cause effluent from the Sewage Treatment Facility to exceed discharge limits established in the Discharge Permit issued for operation of the System. All discharges from the Township North System for treatment by the Village at the Village's Sewage Treatment Facility shall comply with all Village ordinances, rules and regulations with respect to such discharges to the Sewage Treatment Facility in addition to the requirements set forth in this Ordinance. In the event of a conflict between the discharge requirements of this Ordinance and the Village's ordinances, rules and regulations, the more stringent requirements shall apply.

**Section 605. Remedies; Pre-Treatment.** If any waters or wastes are discharged, or are proposed to be discharged, to the System, which waters contain the substances or possess the characteristics enumerated in Section 603 or Section 604 hereof, and which waters, in the judgment of the Township or Superintendent, may have a deleterious effect upon the System, the Village System and/or the Sewage Treatment Facility, its processes, equipment or receiving waters, or otherwise create a hazard to life or constitute a public nuisance, the Township, or the Village acting on behalf of the Township, may:

- (a) Reject the wastes.
- (b) Require pretreatment to the level defined as "normal strength sewage."
- (c) Require pretreatment to an acceptable level (other than normal strength sewage) for discharge to the System.
- (d) Require control over the quantities and rates of discharge.
- (e) Require new industrial customers or industries with significant changes in strength or flow to submit prior information to the Township and/or the Village concerning the proposed flows.

**Section 606. Review and Approval of Pre-Treatment Facilities.** If the Township and Village permit the pretreatment or equalization of waste flows, the design and installation of the plants and equipment shall be subject to the review and approval of the Superintendent, and subject to the requirements of all applicable codes, ordinances and laws. If the Village and Township accept the wastewater from an industry with discharges containing the substances or possessing the characteristics enumerated in Section 603 hereof, the industry shall meet the following requirements:

- (a) One person from each industry shall be delegated the authority to be responsible for industrial wastes admitted to the System. He or she shall be involved with maintaining the pretreatment facility operations and assuring a continual high level of performance. In case no pretreatment is provided, he or she shall be involved with prevention of accidental discharges of process wastes to the System. He or she shall



become aware of all potential and routine toxic wastes generated by his or her industry. He or she shall be informed of all process alterations which could, in any manner, increase or decrease normal daily flow or waste strength discharged to the System.

(b) The industrial representative shall catalog all chemicals stored, used or manufactured by his or her industry. Such a listing shall include specific chemical names, not manufacturers' codes. Though those wastes admitted to the System are the primary concern, all discharges should be catalogued. An estimate of daily average flows and strengths shall be made, including process, cooling, sanitary, etc. Such a determination shall separate the flows according to appropriate categories. The aforementioned flow and chemical listing is to be sent to the Superintendent and shall be treated as confidential information.

(c) The industrial representative shall attempt to determine whether or not large process alterations will occur within the next five years. He or she shall consult with management to determine if such alterations are scheduled and forthcoming.

(d) A sketch of the plant building(s) shall be made, including a diagram of process and chemical storage areas. Location of any pretreatment equipment shall be indicated and floor drains located near process and storage areas should be noted. Manhole and sewer locations at the industry's point of discharge into the Municipal collection system shall be included on the plant layout sketch.

(e) If pretreatment is required, there shall be separation of spent concentrates from the System to prevent toxic wastes from upsetting the Sewage Treatment Facility. Supervision and operation of the pretreatment equipment for spent concentrates, and for keeping all toxic wastes and high-strength organic wastes to an acceptable level, is the responsibility of the industrial representative. All sludges generated by such treatment shall be handled in a manner acceptable to the Superintendent. Disposal by a licensed waste hauler or disposition in designated areas of a State licensed sanitary landfill will meet this requirement. Adequate segregation of those waters and wastes to be pretreated to meet discharge limits is a vital portion of the industrial effort to prevent operational problems at the Sewage Treatment Facility.

(f) Throughout the industry, adequate secondary containment, curbing or other appropriate measures shall be provided to protect against accidental spills and discharges of toxic substances to the Building Sewer, System or Storm Sewer. If curbing is used, the curbing shall be sufficient to hold 150 percent of the total process area tank volume. All floor drains found within the curb area shall be plugged and sealed. Spill troughs or sumps within process areas shall discharge to appropriate pretreatment tanks. Secondary containment or appropriate measures should also be provided for storage tanks which may be serviced by commercial haulers and for chemical storage areas.

(g) When required by the Superintendent, the owner of any property serviced by a Building Sewer carrying Industrial Wastes shall install a suitable control manhole, together with such necessary meters and other appurtenances in the building sewer to facilitate observation, sampling and measurements of the wastes. Such manhole, when required, shall be accessibly and safely located and shall be constructed in accordance with

plans approved by the Superintendent. The manhole shall be installed by the owner at his or her expense and shall be maintained by him or her so as to be safe and accessible at all times.

**Section 607. Grease, Oil and Sand Interceptors.** Grease, oil and sand interceptors shall be provided when, in the opinion of the Township or the Superintendent, they are necessary for the proper handling of liquid wastes containing grease in excessive amounts, or any flammable wastes, sand or other harmful ingredients, except that such interceptors shall not be required for private living quarters or dwelling units. All interceptors shall be of a type and capacity approved by the Superintendent and shall be located as to be readily and easily accessible for cleaning and inspection.

**Section 608. Maintenance of Pre-Treatment Facilities.** Where preliminary treatment or flow equalizing facilities are provided for any Sewage, they shall be maintained continuously in satisfactory and effective operation by the owner at his or her expense and at no expense to the Township or Village.

**Section 609. Testing of Industrial Wastes.** All testing shall be in accordance with U.S. EPA regulations as published in 40 CFR 136. Wastewater constituent and characteristic sampling and analysis shall be performed in accordance with the procedures and methods detailed in Standard Methods for Examination of Water and Wastewater, American Public Health Association; Manual of Methods for Chemical Analysis of Water and Wastes, U.S. EPA; "Annual Book of Standards Parts 131, Water Atmospheric Analysis, 1975," American Society of Testing Materials. Measurements and samples shall be taken at the control manhole provided for, or upon suitable samples taken at said control manhole. In the event that no special manhole has been required, the Control Manhole shall be considered to be the nearest downstream manhole in the System to the point at which the Building Sewer is connected.

**Section 610. Special Arrangements; Surcharge.** No statement contained in this Ordinance shall be construed as preventing any special agreement or arrangement between the Township, or the Village acting on behalf of and with the approval of the Township, and any industrial concern whereby an industrial waste of unusual strength or character may be accepted by the System and the Village's System for treatment, subject to payment therefor by the industrial concern.

**Section 611. Discharge of Cooling Water.** Industrial cooling water containing such pollutants as insoluble oils or grease, or other suspended solids, shall be treated for removal of the pollutants and then discharged to the Storm Sewer.

## ARTICLE VII SEWER RATES AND CHARGES

**Section 701. Public Utility Basis; Fiscal Year.** The System shall be operated and maintained by the Township on a public utility basis pursuant to state law under the supervision and control of the Township Board, and, with respect to the Township North System, subject to the terms of the Contract for discharges to the Village System and Sewage Treatment Facility. The Township Board may employ such person, persons or entity or entities in such capacity or capacities as it deems advisable to carry on the efficient management and operation of the System

and may make such rules, orders and regulations as it deems advisable and necessary to assure the efficient management and operations of the System. The System shall be operated on the Township's then-current fiscal year (at the time of adoption of this Ordinance, April 1 to March 31). To the greatest extent possible, the Sewer Rates and Charges for the Township North System and the Township South System shall be the same; provided, however, that due to the difference between the types of sewer infrastructure between the Township North and Township South System and the potential for different costs for treatment of Sewage from the Township North System (due to treatment by the Village), the Township may establish different Sewer Rates and Charges for the Township North System and the Township South System.

**Section 702. Connection Fee.** The owner of all premises required by Article III to connect to the System shall pay a Connection Fee.

(a) **Computation.** The Connection Fee shall be computed in the following manner:

(1) For a Direct Connection to the Public Sewer System, the Connection Fee shall be a rate per Unit that is established by resolution of the Township Board from time to time.

(2) For an Indirect Connection to the Public Sewer System, the Connection Fee shall be a rate per Unit that is established by resolution of the Township Board from time to time.

(b) **Cost and Expense of Service Connection.** In addition to the Connection Fee as computed in (a) above, the owner of the premises shall be liable for the costs and expenses of acquiring from the Township and installing the Service Connection pursuant to the then-current Township Standard Specifications for Construction. The Township shall determine the type of Service Connection for each User on the basis of conformity to prior installations and the integrity of the Public Sewer System.

(c) **Special Assessments.** Those parcels located in a Special Assessment District and subject to a full special assessment on the Special Assessment Roll shall be deemed to have paid the Connection Fee and, if applicable, the cost of acquiring and installing the Service Connection; provided, however, that such credit shall not result in a full or partial refund of the special assessment paid or payable pursuant to the Special Assessment Roll, unless specifically established by the Township at the time the Special Assessment Roll was confirmed by the Township; provided further that a partial special assessment (levied for example, on a vacant lot) shall be offset against the Connection Fee and, if applicable, the cost of acquiring a Service Connection.

(d) **Cash Payment.** The Connection Fee shall be paid in cash, to the extent not offset by a credit, prior to the issuance by the Township of a permit to connect to the Public Sewer pursuant to Article V.

**Section 703. User Charge.**

(a) **Computation.** A User Charge shall be charged in advance to each premises connected to the System as follows:

(1) **User O & M Charge:** A rate per month per Unit established by resolution of the Township Board from time to time.

(2) **Debt Service Charge:** a rate per month per Unit established by resolution of the Township Board from time to time.

(3) The Units upon which the User Charge shall be based shall be the Units assigned to the premises in accordance with Section 702 for purposes of the Connection Fee.

(b) **Normal Strength Domestic Sewage.** The User Charge imposed pursuant to this Section is applicable only to Users who discharge Normal Strength Domestic Sewage. A User who discharges toxic pollutants or Sewage into the System that does not qualify as Normal Strength Domestic Sewage shall also pay a User Surcharge determined pursuant to Section 704 below.

(c) **Industrial Users.** As of the date of adoption of this Ordinance, it is determined that no Users of the System are Industrial Users. Before the Township permits any Industrial User to connect to the System in the future, the Township shall take the necessary action, including adoption of necessary ordinances, to comply with federal and state guidelines applicable to the collection and treatment of Industrial Wastes.

(d) **Accrual Date.** The User Charge, including the User O & M Charge and Debt Service Charge, shall begin to accrue with respect to an existing structure as of the date of the connection of the Building Sewer to the Public Sewer in accordance with Article V, above and with respect to a new structure upon the date of issue of an occupancy permit. If appropriate, the billing of said charges for the initial billing period shall be prorated in arrears.

(e) **Responsibility of User to Pay for Service Connection Power.** In addition to the User Charge, each User shall provide and pay for the electrical power necessary for the operation of their individual Service Connection, which is a Grinder Pump System, as such electrical power is independently metered and billed.

(f) **Change in Use.** After connection of a premises to the System, subsequent changes in the character of use or type of occupancy of the premises shall not abate the obligation of the User to pay the User Charge for the premises based upon the number of Units originally allocated thereto, unless and until the Township determines that the number of Units allocated to such premises shall be increased or decreased based upon such changes in use or occupancy.

(g) **Unoccupied Premises.** A User Charge shall not be charged to a premises which is not used for a period of twelve (12) consecutive months (which fact shall be established to the reasonable satisfaction of the Township). The sewer service for such premises shall be turned off by the Township (or the Village on behalf of the Township) and the appropriate Miscellaneous User Fee shall be paid by the User.

**Section 704. User Surcharge.** The User Surcharge payable pursuant to Section 703(b) above, shall be determined from time to time by resolution of the Township Board and shall be

sufficient to provide for the proportional distribution of the increased expense of Cost of Operation and Maintenance of the System, the Village System and the Sewage Treatment Facility. Factors such as Sewage strength, volume, discharge flow rate characteristics and the increased expense of the System, the Village System and the Sewage Treatment Facility for the transportation and treatment of non-qualifying Sewage shall be considered and included as a basis for determining the User Surcharge.

**Section 705. Miscellaneous User Fee.** The Township shall, from time to time, establish by resolution of the Township Board and impose on one or more Users a Miscellaneous User Fee, as necessary, for miscellaneous service, repairs and related administrative costs associated with the System, the Village System and the Sewage Treatment Facility and incurred, without limitation, as a result of the intentional or negligent acts of such User or Users, including for example, excessive inspection services not covered by the Inspection and Administration Fee, costs of repairing and/or replacing damaged components of the System, the Village System and the Sewage Treatment Facility, costs of repairing and/or replacing a damaged Service Connection, costs of abating a nuisance pursuant to Section 1005 hereof, and costs incurred by the Township to shut off and turn on sewer service.

**Section 706. Inspection and Administration Fee.** The Inspection and Administration Fee shall be determined from time to time by resolution of the Township Board and shall be based upon the actual cost borne by the Township (or the Village with respect to connections to the Township North System) for inspection of connections to the System by the Township (or Superintendent, if applicable for a connection to the Township North System).

**Section 707. Billing of Sewer Rates and Charges.**

(a) The Township shall bill and collect all Sewer Rates and Charges on behalf of the Township according to a billing schedule devised and approved by resolution of the Township Board.

(b) The bill shall separately itemize the Sewer Rates and Charges. All Users will receive an annual notification either printed on the bill or enclosed in a separate letter which will show the breakdown of the sewer bill in its components for operation, maintenance and replacement and for debt retirement.

(c) Payment of said bill shall be made at a location and in a manner designated by the Township.

**Section 708. Unpaid Sewer Rates and Charges; Penalty.** If Sewer Rates and Charges are not paid on or before the due date then a penalty in the amount of 10% shall be added to the balance due.

**Section 709. Unpaid Sewer Rates and Charges; Remedies.** If Sewer Rates and Charges are not paid on or before the due date, the Township, pursuant to Act 178 of the Public Acts of Michigan of 1939, as amended, may:

(a) discontinue the services provided by the System by disconnecting the Building Sewer from the Service Connection, and the service so discontinued shall not be reinstated until all sums then due and owing, including penalties, interest and all expenses

incurred by the Township for shutting off and turning on the service, shall be paid to the Township;

(b) institute an action in any court of competent jurisdiction for the collection of the amounts unpaid, including penalties, interest and reasonable attorney fees; or

(c) enforce the lien created in Section 710 below.

These remedies shall be cumulative and shall be in addition to any other remedy provided in this Ordinance or now or hereafter existing at law or equity.

Under no circumstances shall action taken by the Township to collect unpaid Sewer Rates and Charges, penalties and interest, invalidate or waive the lien created by Section 710 below. Before disconnecting service, the Township shall give thirty (30) days written notice to the User at the last known address according to the Township records and the Township Tax Assessment Roll. The notice shall inform the User that the User may request an informal hearing to present reasons why service should not be disconnected.

**Section 710. Lien.** The Sewer Rates and Charges shall be a lien on the respective premises served by the System. Whenever Sewer Rates and Charges shall be unpaid for six (6) months or more, they shall be considered delinquent. The Township shall certify all Sewer Rates and Charges delinquent as of June 30 and penalties thereon, annually, on or before September 1, of each year, to the tax assessing officer of the Township, who shall enter the delinquent Sewer Rates and Charges, interest and penalties, together with an additional penalty equal to 15% of the total, upon the next tax roll as a charge against the premises affected and such charge shall be collected and the lien thereof enforced in the same manner as ad valorem property taxes levied against such premises.

**Section 711. No Free Service.** No free service shall be furnished by the System to any Person, public or private, or to any public agency or instrumentality.

**Section 712. Rental Properties.** A lien shall not attach for Sewer Rates and Charges to a Premises which is subject to a legally executed lease that expressly provides that the tenant (and not the landlord) of the premises or a dwelling unit thereon shall be liable for payment of Sewer Rates and Charges, effective for services which accrue after the date an affidavit is filed by the landlord with the Township. This affidavit shall include the names and addresses of the parties, the expiration date of the lease and an agreement by the landlord to give the Township thirty (30) days written notice of any cancellation, change in or termination of the lease. The filing of the affidavit by the landlord shall be accompanied by a true copy of the lease and a security deposit in the amount equal to the User Charge for the preceding four (4) quarterly billing periods. Upon the failure of the tenant to pay the Sewer Rates and Charges when due, the security deposit shall be applied by the Township against the unpaid balance, including interest and penalties. The tenant shall immediately make sufficient payment to the Township to cover the amount of the security deposit so advanced. Upon the failure of the tenant to do so within ten (10) days of said advance, the penalties, rights and remedies set forth in Sections 709 and 710 of this Article shall be applicable with respect to the unpaid Sewer Rates and Charges, including interest and penalties. The security deposit shall be held by the Township without interest and shall be returned to the landlord upon proof of termination of the lease.

**Section 713. Cancellation of Permits; Disconnection of Service.** Applications for connection permits may be canceled and/or sewer service disconnected by the Township for any violation of any part of this Ordinance, including, without limitation, any of the following reasons:

- (a) Misrepresentation in the permit application as to the nature or extent of the property to be serviced by the System.
- (b) Nonpayment of Sewer Rates and Charges.
- (c) Failure to keep Building Sewers and Control Manholes in a suitable state of repair.
- (d) Discharges in violation of this Ordinance.
- (e) Damage to any part of the System.

**Section 714. Security Deposit.** If the sewer service supplied to a User has been discontinued for nonpayment of Sewer Rates and Charges, service shall not be reestablished until all delinquent Sewer Rates and Charges, interest and penalties, and the turn on charge has been paid. The Township may, as a condition to reconnecting said service, request that a sum equal to the User Charge for the preceding four billing periods be placed on deposit with the Township for the purpose of establishing or maintaining any User's credit. Said deposit shall not be considered in lieu of any future billing for Sewer Rates and Charges. Upon the failure of the User to pay the Sewer Rates and Charges when due, the security deposit shall be applied by the Township against the unpaid balance, including interest and penalties. The User shall immediately make sufficient payment to the Township to reinstate the amount of the security deposit so advanced. Upon the failure of the User to do so within ten (10) days of said advance, the penalties, rights and remedies set forth in Sections 708, 709 and 710 of this Article shall be applicable with respect to any unpaid Sewer Rates and Charges, including interest and penalties. The security deposit shall be held by the Township without interest and shall be returned to the User upon continued timely payments by the User of all Sewer Rates and Charges as and when due, for a minimum of four consecutive quarters.

**Section 715. Billing Address.** Bills and notices relating to the conduct of the business of the Township will be mailed to the User at the address listed on the permit application filed pursuant to Article V unless a change of address has been filed in writing at the business office of the Township; and the Township shall not otherwise be responsible for delivery of any bill or notice, nor will the User be excused from non-payment of a bill or from any performance required in said notice.

**Section 716. Interruption of Service; Claims.** The Township shall make all reasonable efforts to eliminate interruption of service, and when such interruption occurs, will endeavor to reestablish service with the shortest possible delay. Whenever service is interrupted for purpose of working on the System, all Users affected by such interruption will be notified in advance whenever it is possible to do so. The Township shall, in no event, be held responsible for claims made against it by reason of the breaking of any mains or service pipes, or by reason of any other interruption of the service caused by the breaking of machinery or stoppage for necessary repairs; and no person shall be entitled to damages nor have any portion of a payment refunded for any interruption.

**ARTICLE VIII  
REVENUES**

**Section 801. Estimated Rates; Sufficiency.** The User Charges hereby fixed are established to be sufficient to provide for the Cost of Operation and Maintenance of the System as are necessary to preserve the same in good repair and working order. Such rates shall be fixed and revised by resolution of the Township Board from time to time as may be necessary to produce these amounts. An annual audit shall be prepared by the Township and based on this audit, rates for Sewage services shall be reviewed annually and revised as necessary to meet System expenses and to insure that all User Classes pay their proportionate share of the Cost of Operation and Maintenance.

**Section 802. Revenues; Depository.** The Township shall establish and maintain the following accounts for the System:

(a) Except to the extent required by Section 802(b) all Revenues of the System shall be deposited into a separate depository bank account entitled "SEWER OPERATING AND MAINTENANCE FUND" and allocated to separate subaccounts in the following manner:

(1) **Operation and Maintenance Account.** On a quarterly basis, adequate revenues from the collection of User Charges sufficient to provide for the payment of the next quarter's current expenses of administration and operation of the System and such current expenses for the maintenance of the System to preserve the System in good repair and working order shall be deposited to the Operation and Maintenance Account.

(2) **Improvement Account.** There shall next be established and maintained an account, designated "Improvement Account," which shall be used for the purpose of making improvements in the efficiency of the System through the use of new technology and the replacement or repair of obsolete or inefficient components to prevent overburdening of or failures in the System. There shall be set aside into said fund, after provision has been made for the Operation and Maintenance Account, such revenues derived from User Charges and other Revenues as the Township Board shall deem necessary for this purpose.

(3) **System Extensions Fund.** There shall next be established and maintained a "System Extension Fund" for the purpose of making extensions and enlargements to the System. Where the Township has utilized System revenues for the enlargement or extension of the System to provide service to a new User of the System, the Connection Fee paid by the new User shall be deposited into the Extension Fund and used by the Township to repay the costs for the enlargement or extension of the Public Sewer System to serve that User. To the extent that there are any unused funds derived from Connection Fees remaining in the Extension Fund after the costs for enlargement or expansion of the Public Sewer System have been paid, the unused funds shall be deposited in the System Improvement Fund.



(4) **Surplus Account.** Collections of Revenues not allocated to one of the above described accounts or to a debt service fund or account in accordance with Section 802(b) shall be allocated to the “Surplus Account.” The funds on deposit in the Surplus Account may be used for any lawful purpose related to the System.

(b) For the payment of debt service on bonds issued by or on behalf of the Township with respect to the System, there shall be established and maintained a separate depository account, to be designated the “System Contract Payment Fund,” which shall be used solely for the payment of the Township’s debt service on bonds issued by the Township (or on its behalf) to enable the Township to retire such bonds for the System. There shall be deposited in said fund periodically all collections of connection fees and payments for connections to the System derived from Users of the System, in order to pay such obligations when due. Should such revenues prove insufficient for this purpose, such revenues may be supplemented by any other funds of the Township legally available for such purpose.

(c) All other revenues of the System, to the extent the handling of said revenues are not expressly provided for by the terms of subsections (a) and (b), shall be set aside, as collected, and deposited into a separate depository account in a bank duly qualified to do business in Michigan, in an account to be designated Crockery Sewer System Receiving Fund (the “Receiving Fund”), and said revenues so deposited shall be transferred from the Receiving Fund periodically in the manner and at the time herein specified.

(d) **Bank Accounts.** All moneys belonging to any of the foregoing funds or accounts may be kept in one bank account, in which event the moneys shall be allocated on the books and records of the Township within this single bank account, in the manner above set forth.

**Section 803. Investment of Funds.** Moneys in any fund or account established by the provisions of this Ordinance may be invested in the manner provided in the Township Investment Policy, subject to the limitations set forth in Act 94, Public Acts of Michigan of 1933, as amended. Income received from such investments shall be credited to the fund from which said investments were made.

## ARTICLE IX NOTICE AND CLAIM PROCEDURES FOR SEWER OVERFLOW OR BACKUP

**Section 901. Notice and Claim Procedures Applicable to Overflow or Backup of the Public Sewer System.** This section has been adopted in accordance with Act 222 of the Public Acts of Michigan of 2001 (“Act 222”) to set forth the notice and claim procedures applicable to an overflow or backup of the Public Sewer System, which, as defined in Act 222, shall be referred to for purposes of this Article as a “Sewage Disposal System Event.” To afford property owners, individuals and the Township greater efficiency, certainty and consistency in the provision of relief for damages or physical injuries caused by a Sewage Disposal System Event, the Township and any Person making a claim for economic damages, which, as defined in Act 222, shall be referred to for purposes of this Section as a “Claimant,” shall follow the following procedures:

(a) A Claimant is not entitled to compensation unless the Claimant notifies the Township of a claim of damage or physical injury, in writing, within 45 days after the date the damage or physical injury was discovered by the Claimant, or in the exercise of reasonable diligence should have been discovered by the Claimant.

(b) The written notice under subsection (a) shall contain the Claimant's name, address, and telephone number, the address of the affected property, the date of discovery of any property damages or physical injuries, and a brief description of the claim. As part of the description of the claim, the Claimant shall submit an explanation of the Sewage Disposal System Event and reasonable proof of ownership and the value of any damaged personal property. Reasonable proof of ownership and the purchase price or value of the property may include testimony or records. Reasonable proof of the value of the property may also include photographic or similar evidence.

(c) The written notice under subsection (a) shall be sent to the Township Supervisor, who is hereby designated as the individual at the Township to receive such notices pursuant to Section 19 of Act 222.

(d) If a Claimant who owns or occupies affected property notifies the Township orally or in writing of a Sewage Disposal System Event before providing a notice of a claim that complies with subsections (a), (b) and (c), the Township Supervisor shall provide the Claimant with a written explanation of the notice requirements of subsections (a), (b) and (c) sufficiently detailed to allow the Claimant to comply with said requirements.

(e) If the Township is notified of a claim under subsection (a) and the Township believes that a different or additional governmental agency may be responsible for the claimed property damages or physical injuries, the Township shall notify the contacting agency of each additional or different governmental agency of that fact, in writing, within 15 business days after the date the Township receives the Claimant's notice under subsection (a). The Township shall give notice of a claim with respect to the Township North System to the Village.

(f) If the Township receives a notice from a Claimant or a different or additional governmental agency that complies with this Section, the Township may inspect the damaged property or investigate the physical injury. A Claimant or the owner or occupant of affected property shall not unreasonably refuse to allow the Township or its duly authorized representatives to inspect damaged property or investigate a physical injury.

(g) Prior to a determination of payment of compensation by the Township, the Claimant shall provide to the Township additional documentation and proof that:

(1) At the time of the Sewage Disposal System Event, the Township owned or operated, or directly or indirectly discharged into, that portion of the Public Sewer System that allegedly caused damage or physical injury;

(2) The Public Sewer System had a defect;

(3) The Township knew, or in the exercise of reasonable diligence, should have known, about the defect in the Public Sewer System;

(4) The Township, having the legal authority to do so, failed to take reasonable steps in a reasonable amount of time to repair, correct or remedy the defect in the Public Sewer System; and

(5) The defect in the Public Sewer System was a proximate cause that was 50% or more of the cause of the Sewage Disposal System Event and the property damage or physical injury.

(h) Prior to a determination of payment of compensation by the Township, the Claimant shall also provide to the Township additional documentation and proof that neither of the following were a proximate cause that was 50% or more of the cause of the Sewage Disposal System Event:

An obstruction in a Building Drain, Building Sewer or an obstruction in a Service Connection that was not caused by the Township; or

A connection on the affected premises, including, but not limited to, a footing drain, sump system, surface drain, gutter, down spout or connection of any other sort that discharged any storm water, surface water, ground water, roof runoff, sub surface drainage, cooling water, unpolluted air conditioning water or unpolluted industrial process waters to the Public Sewer System.

(i) If the Township and a Claimant do not reach an agreement on the amount of compensation for the property damages or physical injury within 45 days after the receipt of notice under subsection (a), the Claimant may institute a civil action in accordance with Act 222.

(j) To facilitate compliance with this Section, the Township shall make available to the public information about the notice and claim procedures under this Section.

(k) The notice and claim procedures set forth in this Section shall be applicable to a Sewage Disposal System Event involving the Public Sewer System.

(l) The Township does not own or operate any Storm Sewer, Storm Drain or Combined Sewer and, accordingly, the notice and claim procedures set forth in this Section, with the exception of subsection (e), do not apply to a Sewage Disposal System Event involving a Storm Sewer, Storm Drain or a Combined Sewer.

(m) In the event of a conflict between the notice and claim procedures set forth in this Section and the specific requirements of Act 222, the specific requirements of Act 222 shall control.

(n) As provided in Section 19(7) of Act 222, the notice and claim procedures of this Section do not apply to claims for non-economic damages (as defined in Act 222) arising out of a Sewage Disposal System Event.

(o) Any word, term or phrase used in this Section, if defined in Act 222, shall have the same meaning provided under Act 222.

## **ARTICLE X ENFORCEMENT**

**Section 1001. Inspection by Township.** The duly authorized representatives, employees or agents of the Township, including, but not limited to, the Township Supervisor and the Township's engineer, the Village, including, but not limited to, the Superintendent or his/her designee (with respect to the Township North System only), the Health Department and representatives of EGLE bearing proper identification shall be permitted to enter at any time during reasonable or usual business hours in and upon all properties served by the System for the purposes of inspection, observation, measurement, sampling, testing and emergency repairs in accordance with the provisions of this Ordinance. Any Person who applies for and receives sewer services from the Township shall be deemed to have given consent for all such activities including entrance upon that Person's property.

**Section 1002. Damage to System.** No unauthorized Person shall maliciously, willfully, or negligently break, damage, destroy, uncover, deface, or tamper with, climb upon, or enter into any structure, appurtenance, or equipment of the Public Sewer.

**Section 1003. Notice to Cease and Desist.** Except for violations of Section 1002 hereof, any Person found to be violating any provision of this Ordinance shall be served by the Township with written notice stating the nature of the violation and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the period of time stated in such notice, permanently cease all violations.

**Section 1004. Civil Infraction.** Any violation of Section 1002, or any violation beyond the time limit provided for in Section 1003, shall be a municipal civil infraction, for which the fine shall not be less than \$100 nor more than \$500 for the first offense and not less than \$200 nor more than \$2,500 for subsequent offenses, in the discretion of the Court, and in addition to all other costs, damages, and expenses provided by law. For purposes of this section, "subsequent offense" means a violation of this Ordinance committed by the same person within 12 months of a previous violation of the Ordinance for which said person admitted responsibility or was adjudicated to be responsible, provided, however, that offenses committed on subsequent days within a period of one week following issuance of a citation for a first offense shall all be considered separate first offenses. Each day that such violation occurs shall constitute a separate offense. Any person violating any of the provisions of this Ordinance shall, in addition, become liable for any expense, including reasonable attorney fees, loss, or damage occasioned by reason of such violation. The Supervisor is hereby authorized to issue, in the manner provided by law, citations for municipal civil infractions for violations of this Ordinance.

**Section 1005. Nuisance; Abatement.** Any Nuisance or any violation of this Ordinance is deemed to be a nuisance per se. The Township in the furtherance of the public health may enforce the requirements of this Ordinance by injunction or other remedy and is hereby empowered to make all necessary repairs or take other corrective action necessitated by such nuisance or violation. The Person who violated the Ordinance or permitted such nuisance or violation to occur shall be responsible to the Township for the costs and expenses, including reasonable attorney

fees, incurred by the Township in making such repairs or taking such action as a Miscellaneous User Fee.

**Section 1006. Liability for Expenses.** Any Person violating any of the provisions of this Ordinance shall become liable to the Township and their authorized representatives for any expense, including reasonable attorney's fees, loss, or damage incurred by the Township by reason of such violation.

**Section 1007. Remedies are Cumulative.** The remedies provided by this Ordinance shall be deemed to be cumulative and not mutually exclusive with any other remedies available to the Township.

## **ARTICLE XI MISCELLANEOUS**

**Section 1101. Repeal of Conflicts.** All ordinances or parts of ordinances in conflict herewith and relating to the Public Sewer, including Ordinance No. 2 and Ordinance No. 3, are hereby repealed.

**Section 1102. Savings Clause.** An ordinance enforcement action which is pending on the effective date of this Ordinance under a provision of Ordinance No. 2 or Ordinance No. 3, as amended, which is modified or repealed by this Ordinance, or an ordinance enforcement action which is commenced within one (1) year after the effective date of this Ordinance arising from Ordinance No. 2 or Ordinance No. 3, as amended, or provisions amended or repealed by this Ordinance and which was committed prior to the effective date of this Ordinance, shall be handled, determined and resolved in accordance with the permit, remedies and procedures provided by such ordinance exactly as if Ordinance No. 2 or Ordinance No. 3, as amended, had not been amended or repealed. Further, all charges, fees, interest and/or penalties levied, imposed or accrued but not yet billed or paid under Ordinance No. 2 or Ordinance No. 3, as amended, that are unbilled or uncollected as of the effective date of this Ordinance shall be billed and collected by the Township under the terms of Ordinance No. 2 or Ordinance No. 3, as amended, or any permit issued thereunder.

**Section 1103. Severability.** The validity of any section, clause, sentence, or provision of this Ordinance shall not affect the validity of any other part of this Ordinance which can be given effect without such invalid part or parts.

**Section 1104. State and Federal Law Requirements.** If any provision of applicable state or federal law imposes greater restrictions than are set forth in this Ordinance then the provisions of such state or federal law shall control.

**Section 1105. Article and Section Headings.** The Article and Section headings used in this Ordinance are for convenience of reference only and shall not be taken into account in construing the meaning of any portion of this Ordinance.

**Section 1106. Reservation of Right to Amend.** Subject to the provisions of the Contract, the Township specifically reserves the right to amend this Ordinance in whole or in part, at one or more times hereafter, or to repeal the same, and by such amendment to repeal, abandon, increase, decrease, or otherwise modify any of the Sewer Rates and Charges herein provided.

**ARTICLE XII  
PUBLICATION AND EFFECTIVE DATE**

**Section 1201. Publication.** A true copy or a summary of this Ordinance shall be published in *Oceana's Herald-Journal*, a newspaper of general circulation within the boundaries of the Township qualified under state law to publish legal notices within thirty (30) days after the adoption of the Ordinance by the Township. This Ordinance shall be recorded in the minutes of the Township Board of the meeting at which this Ordinance was adopted and, in addition, shall be recorded in the Ordinance Book of the Township.

**Section 1202. Effective Date.** This Ordinance shall become effective within thirty (30) days of publication.

Passed and adopted by the Township Board of the Township of Pentwater, Oceana County, Michigan, on \_\_\_\_\_, 2023, and approved by me on \_\_\_\_\_, 2023.

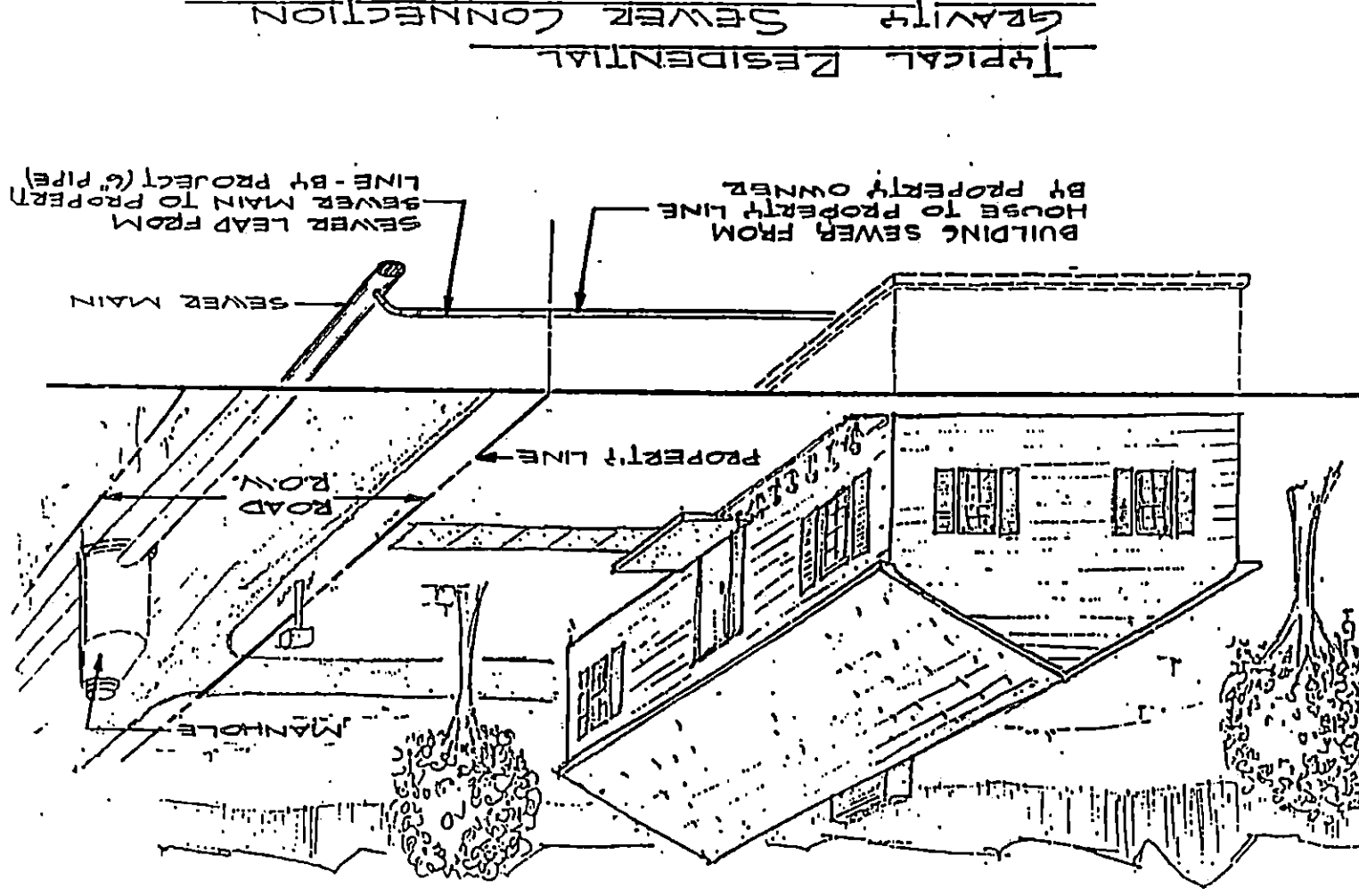
\_\_\_\_\_  
Lynne Cavazos, Supervisor  
Township of Pentwater

ATTEST:

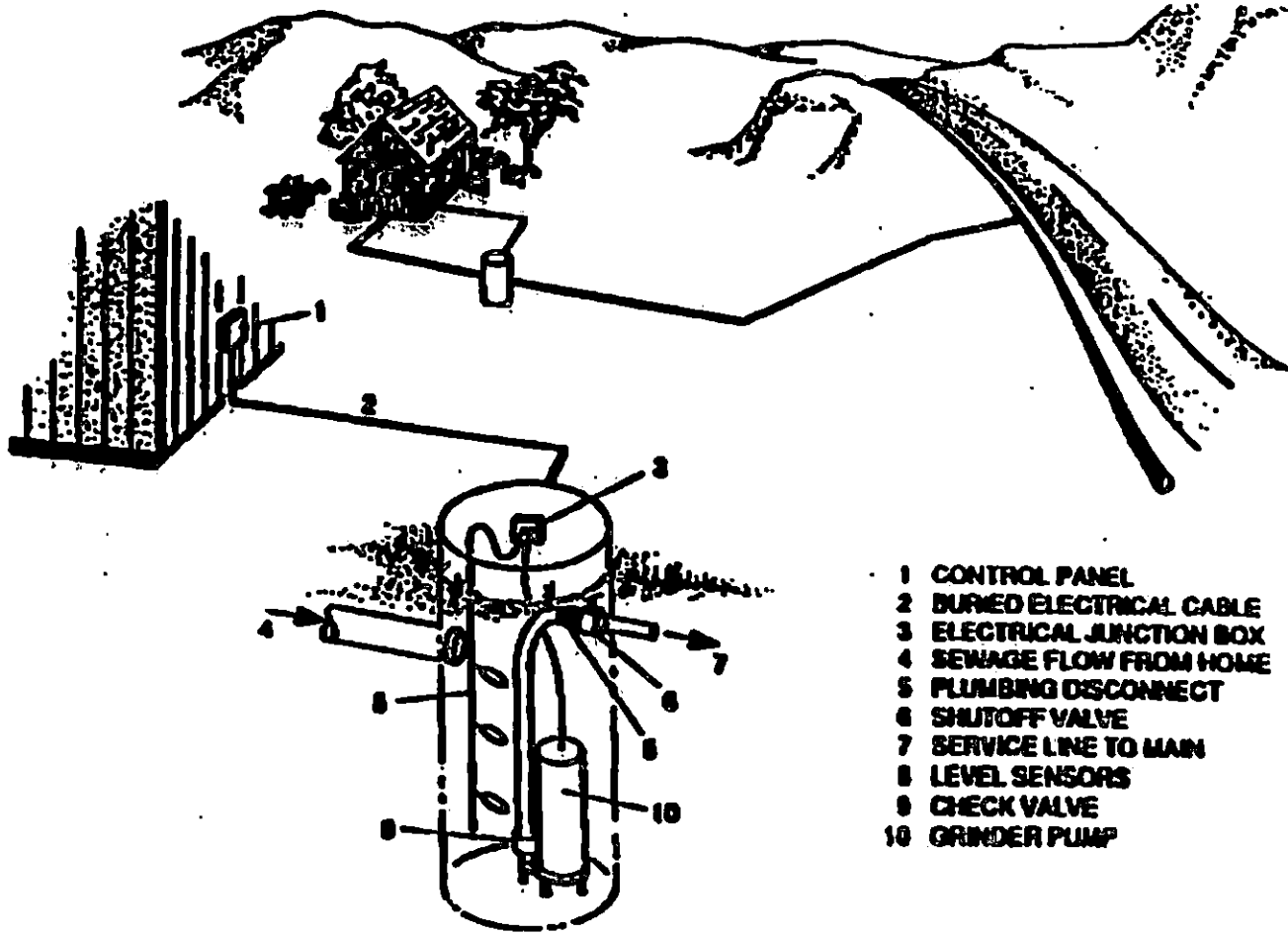
\_\_\_\_\_  
Maureen Murphy  
Township Clerk

**APPENDIX I**  
**SERVICE AREA MAP**

APPENDIX II  
GRAVITY SYSTEM







- 1 CONTROL PANEL
- 2 BURIED ELECTRICAL CABLE
- 3 ELECTRICAL JUNCTION BOX
- 4 SEWAGE FLOW FROM HOME
- 5 PLUMBING DISCONNECT
- 6 SHUTOFF VALVE
- 7 SERVICE LINE TO MAIN
- 8 LEVEL SENSORS
- 9 CHECK VALVE
- 10 GRINDER PUMP

APPENDIX III  
GRINDER PUMP SYSTEM

**TYPICAL GRINDER PUMP PRESSURE SEWER SCHEMATIC**

**APPENDIX IV**

**TABLE OF UNIT FACTORS**

<b>User</b>	<b>Residential Equivalent Unit Factor</b>
Auto Dealer (sales and/or service)	1.00/premise + 0.40/1000 sf
Bakery	1.25/1000 sf
Bank	1.00/1000 sf
Bar	3.00/1000 sf
Barber Shop	1.00/shop + 1.00/1000 sf
Beauty Shop	1.00/shop + 1.00/1000 sf
Boarding House, Boarding School	1.00/premise + 0.25/bedroom
Dormitory, Fraternity/Sorority, etc.	
Bowling Alley (with bar and/or restaurant)	0.10/alley (bar and restaurant to be computed at their respective equivalent)
Car Wash	
a) Manual do-it yourself	2.50/stall
b) Semi-automatic (mechanical without conveyor)	10.00/lane
c) Automatic (with conveyor)	20.00/lane
d) Automatic (with conveyor, conserving and recycling water)	8.00/lane
Church	0.20/100 sf
Cleaners (pick-up only, no-onsite cleaning or pressing facilities)	1.00/shop
Cleaners (cleaning and pressing facilities)	1.25/premise + 1.00/1000 sf
Condominium	1.00/unit
Convalescent Home	0.22/bed
Convenience Store	1.00/1000 sf
Day Care Center	1.00/premise + 0.25/1000 sf
Drug Store	1.00/1000 sf
Factory (excludes excess industrial use)*	0.50/1000 sf
Fraternal Organization (with bar and/or Restaurant)	0.16/hall (bar and restaurant computed at their respective equivalent)
Funeral Home	1.42/1000 sf
Health Club	1.25/1000 sf (swimming pool to be computed at its respective equivalent)
Hospital	1.10/bed
Hotel, Motel	0.40/room
Laundry (self-serve)	0.54/washer

User	Residential Equivalent Unit Factor
Malls (enclosed)	0.30/1000 sf (extensive water users within Mall such as restaurants and health clubs to be calculated based upon their respective equivalent)
Marina	0.10/slip
Mobile Home, Trailer Park	1.00/unit
Multiple Family Residence (Apartments)	0.75/unit
Office building (general)	0.40/1000 sf
Office Building (medical, dental, clinic, etc.)	1.42/1000 sf
Post Office	1.00/1000 sf
Public Institution – Others	0.75/1000 sf
Restaurant (with bar)	2.50/1000 sf (bar to be computed at its respective residential equivalent)
Restaurant (drive through only)	3.00/1000 sf
Retail Store	1.00/premise + 0.30/1000 sf
Rooming House (no meals)	0.25/bed
School	1.00/classroom (swimming pool to be computed at its respective equivalent)
Service Station/Auto Repair Shop	1.00/premise + 0.40/1000 sf
Single Family Residence	1.00/unit
Snack Bar, Drive-in	4.00/1000 sf
Strip Malls and Businesses with common walls	Minimum of 1 per business + 0.30/1000 sf (extensive water users within Mall such as restaurants and health clubs to be calculated based upon their respective equivalent)
Supermarket, Grocery Store	1.10/1000 sf
Swimming Pool (indoor, including showers)	2.85/1000 sf (water area)
Theater – Drive-In	0.25/1000 sf (of service buildings)
Theater – Indoor	2.00/theater
Travel Trailer Parks and Campgrounds	0.20/site
Two-Family Residence	2.00/building
Utility Sub-Station	0.10/1000 sf
Veterinary Facility	1.50/premise
Veterinary Facility with Kennel	1.50/premise + 0.50/kennel
Warehouse or Storage Building	0.10/1000 sf
Waste Disposal Station	2.00/station

## CERTIFICATE OF TOWNSHIP CLERK

I hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the Township Board of the Township of Pentwater, County of Oceana, State of Michigan, at a regular meeting held on \_\_\_\_\_, 2023, and that public notice of said meeting was given pursuant to the Open Meetings Act, being Act No. 267 of Public Acts of Michigan of 1976, as amended including in the case of a special or rescheduled meeting, notice by posting at least eighteen (18) hours prior to the time set for said meeting.

I further certify that said Ordinance has been recorded in the Ordinance Book of the Township and such recording has been authenticated by the signatures of the Supervisor and the Township Clerk.

\_\_\_\_\_  
Maureen Murphy  
Township Clerk

**CERTIFICATE OF PUBLICATION**

I, the undersigned, Township Clerk of the Township of Pentwater, County of Oceana, Michigan, hereby certify pursuant to MCL 41.184 that the Sewer Connection, Use and Rate Ordinance (Township Ordinance No. 23-\_\_\_\_) or a summary thereof was published in the *Oceana's Herald-Journal* on \_\_\_\_\_, 2023.

Dated: \_\_\_\_\_, 2023

\_\_\_\_\_  
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 North Hancock Street, within the Township, on the 14th day of June 2023, at 6:00 p.m.

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

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

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

**RESOLUTION NO. 2023-08.1**

**RESOLUTION APPROVING FY 2023-2024 NON-ELECTED EMPLOYEES WAGE & SALARY SCHEDULE**

WHEREAS, townships have the authority to establish wages and salaries for non-elected employees, and

WHEREAS, the board of Pentwater Township deems it desirable to establish the salary and wages of its non-elected employees to ensure compensation remains equitable and commensurate with the duties of the respective positions;

NOW THEREFORE BE IT RESOLVED, that as of July 1, 2023, the salary for the non-elected employees of Pentwater Township as follows:

Zoning Administrator – appointed (3 → 2 days)	\$23,132	annually
Deputy Supervisor – appointed (0 → 1 days)	\$20.00	hourly
Cemetery Sexton - appointed	\$17,892	annually
Assessor - appointed	\$54,680	annually
Janitorial Service	\$270.56	Bi-monthly
Deputy Clerk	\$20.00	hourly
Deputy Treasurer	\$20.00	hourly
Board of Review Chair	\$17.95	hourly
Board of Review Member	\$17.09	hourly
Board of Review Recording Secretary	\$17.95	hourly
Election Board Chair	\$17.96	hourly
Election Inspector	\$17.68	hourly
Transfer Site Attendant	\$19.91	hourly
Cemetery Sexton Assistant & Extra Help	\$17.68	hourly
Township Board Recording Secretary	\$64.93	Per meeting
ZBA Recording Secretary	\$64.93	Per meeting

WAS \$11,566 ANNUALLY  
OR ≈ 578 HRS  
@ \$ 20/HR

Planning Comm. Recording Secretary	\$64.93	Per meeting
Planning Commission Chair	\$103.24	per meeting
Planning Commission Member	\$82.59	per meeting
Road Committee Chair	\$103.24	per meeting
Board of Review Chair (Organizational Mtg.)	\$103.24	per meeting
Board of Review Member (Organizational Mtg.)	\$82.59	per meeting
Road Committee Member	\$82.59	per meeting
Zoning Board of Appeals Chair	\$103.24	per meeting
Zoning Board of Appeals Member	\$82.59	per meeting

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

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

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

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

PENTWATER TOWNSHIP  
JOURNAL ENTRY  
JE: 965

NB a)

Post Date: 07/31/2023  
Entry Date: 07/10/2023  
Description: Q1 2023 BUDGET AMENDMENTS

Entered By: GLENN  
Journal: BA

GL #	Description	Increase/(Decrease)
101-171-910.000	EDUCATION/TRAINING	(200.00)
101-171-913.000	TRAVEL	200.00
101-253-910.000	EDUCATION/TRAINING	(200.00)
101-253-955.000	MISCELLANEOUS	200.00
101-265-854.000	COPYING	1,400.00
101-265-934.003	REP/MAIN MISC	(1,400.00)
101-703-900.000	PRINT/PUBLISH	(300.00)
101-703-910.000	EDUCATION/TRAINING	300.00
	Revenue Change:	0.00
	Expenditure Change:	0.00
	Budgeted Change To Fund Balance:	0.00

APPROVED BY: \_\_\_\_\_



PENTWATER TOWNSHIP  
JOURNAL ENTRY  
JE: 967

Post Date: 07/31/2023  
Entry Date: 07/10/2023  
Description: Q1 2023 BUDGET AMENDMENTS

Entered By: GLENN  
Journal: BA

GL #	Description	Increase/(Decrease)
209-567-806.000	COLUM PLAQUES	(1,400.00)
209-567-810.000	FOUNDATION EXP	1,400.00
	Revenue Change:	0.00
	Expenditure Change:	0.00
	Budgeted Change To Fund Balance:	0.00

APPROVED BY: \_\_\_\_\_

PENTWATER TOWNSHIP

JOURNAL ENTRY

JE: 966

Post Date: 07/31/2023  
Entry Date: 07/10/2023  
Description: Q1 2023 BUDGET AMENDMENTS

Entered By: GLENN  
Journal: BA

GL #	Description	Increase/(Decrease)
206-336-721.000	UNIFORMS	3,000.00
206-336-800.000	PROF/CONTRACT SERVICES	(300.00)
206-336-802.000	PROF SERVICES - SOFTWARE	300.00
206-336-931.000	REP/MAINT	(3,000.00)
	Revenue Change:	0.00
	Expenditure Change:	0.00
	Budgeted Change To Fund Balance:	0.00

APPROVED BY: \_\_\_\_\_