



BOARD OF TRUSTEES
Regular Meeting
January 22, 2025
7:00 p.m.

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF AGENDA
5. PRESENTATIONS
 - a. Kim Smith, Department of Public Service Presentation
6. PUBLIC HEARINGS
7. PUBLIC COMMENT: Restricted to three minutes regarding items on this agenda
Note: This is an opportunity for comments only, questions to the Board will not be answered at this time. For specific answers to questions, please call Township Hall (989-772-4600)
8. CLOSED SESSION
9. REPORTS/BOARD COMMENTS
 - A. Current List of Boards and Commissions – Appointments as needed
 - B. January Monthly Activity Report
 - C. Planning Commission, EDA, and ZBA updates by Community and Economic Development Director
 - D. Board Member Reports
10. CONSENT AGENDA
 - A. Communications
 - B. Minutes – January 8, 2025 – Regular Meeting
 - C. Accounts Payable
 - D. Payroll
 - E. Meeting Pay
 - F. Fire Reports

11. NEW BUSINESS

- A. Discussion/Action: (Stuhldreher) Policy Governance 2.1 Treatment of Consumers
- B. Discussion/Action: (Teall) Policy Governance 2.5 Financial Conditions
- C. Discussion/Action: (Board of Trustees) Policy Governance 3.1 Governing Style

12. EXTENDED PUBLIC COMMENT: Restricted to 5 minutes regarding any issue

Note: This is an opportunity for comments only, questions to the Board will not be answered at this time. For specific answers to questions, please call Township Hall (989-772-4600)

13. MANAGER COMMENTS

14. FINAL BOARD MEMBER COMMENT

15. ADJOURNMENT

Hybrid Meeting Instructions for the Charter Township of Union Board of Trustees Meeting

The public can view all Union Township meetings live by clicking on our [YouTube Channel](#). For those who would like to participate during public comment, you can do so via Zoom.

[Click here](#) to participate in the Zoom Meeting via computer or smart phone. (Meeting ID Enter “861 1599 5624” Password enter “926394”). Access to the electronic meeting will open at 6:50 p.m. and meeting will begin at 7:00 p.m.

Telephone conference call, dial (312-626-6799). Enter “861 1599 5624” and the “#” sign at the “Meeting ID” prompt, and then enter “926394” at the “Password” prompt. Lastly, re-enter the “#” sign again at the “Participant ID” prompt to join the meeting.

- All public comments for items on the agenda will be received during the Public Comment section of the Agenda and any issue not on the agenda will be received during the Extended Public Comment section of the Agenda.
- Computer/tablet/smartphone audience: To indicate you wish to make a public comment, please use the “Reactions” icon. **Next, click on the “Raise Hand” icon** near the bottom right corner of the screen.

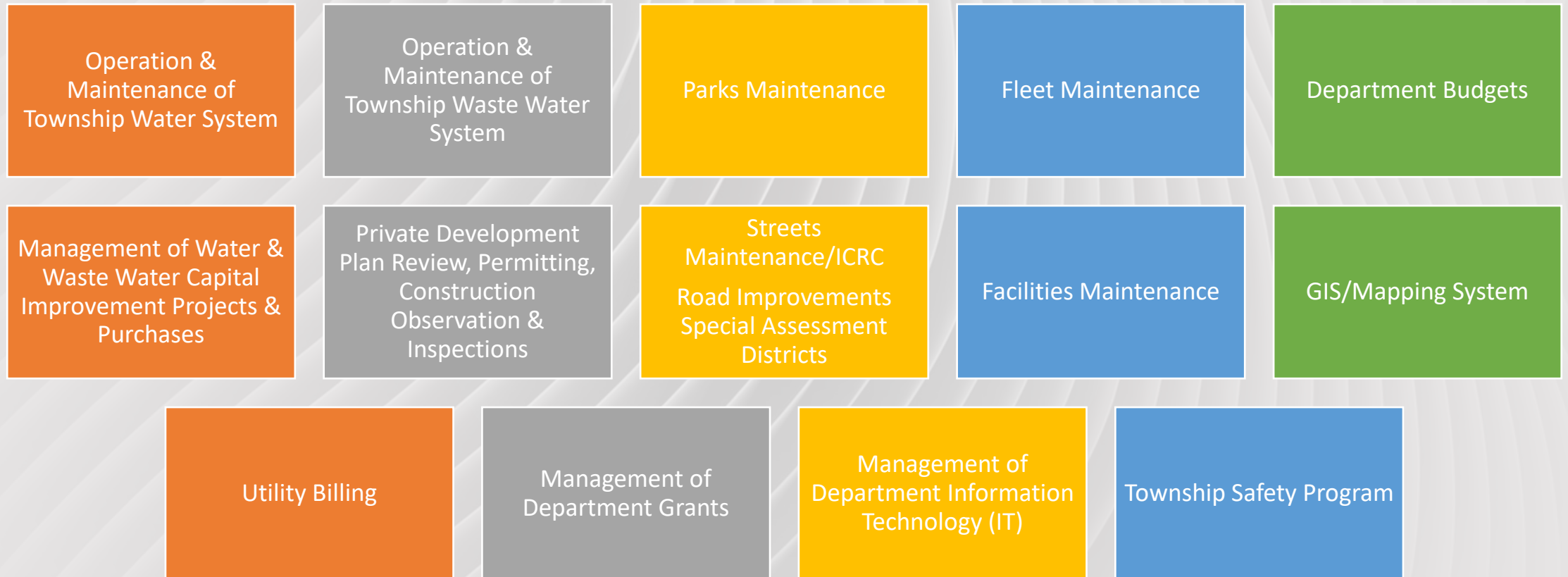


- **To raise your hand for telephone dial-in participants, press *9.** You will be called on by the last three digits of your phone number for comments, at which time you will be unmuted by the meeting moderator.
- Please state your name and address for the minutes and keep public comments concise.

You will be called upon once all in-person comments have been received, at which time you will be unmuted by the meeting moderator.

Persons with disabilities needing assistance should call the Township office at (989) 772-4600. Persons requiring speech or hearing assistance can contact the Township through the Michigan Relay Center at 711. A minimum of one (1) business day of advance notice will be necessary for accommodation.

Charter Township of Union Public Services Department



Board Expiration Dates

Planning Commission Board Members (9 Members) 3 year term			
#	F Name	L Name	Expiration Date
1-BOT Representative	James	Thering	11/20/2028
2-Chair	Phil	Squatrito	2/15/2026
3-Vice Chair	Stan	Shingles	2/15/2027
4-Secretary	Jessica	Lapp	2/15/2026
5 - Vice Secretary	Thomas	Olver	2/15/2027
6	John	Hayes	2/15/2025
7	Paul	Gross	2/15/2025
8	Nivia	McDonald	2/15/2026
9	Philip	Browne Jr.	2/15/2025
Zoning Board of Appeals Members (5 Members, 2 Alternates) 3 year term			
#	F Name	L Name	Expiration Date
1-Chair	Liz	Presnell	12/31/2025
2 -Vice Chair	Richard	Barz	12/31/2025
3- PC Rep	Nivia	McDonald	2/15/2026
4 -	Lori	Rogers	12/31/2026
5 -	Brian	Clark	12/31/2027
Alt. #1	David	Coyne	12/31/2027
Alt #2	Vacant		12/31/2026
Board of Review (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Jeanette	Corbin	12/31/2026
2	Sarvjit	Chowdhary	12/31/2026
3	Jacob	Trudell-Lozano	12/31/2026
Alt #1	Vacant		12/31/2024
Construction Board of Appeals (3 Members) 2 year term			
#	F Name	L Name	Expiration Date
1	Joseph	Schafer	12/31/2025
2	Andy	Theisen	12/31/2025
3	William	Gallaher	12/31/2025
Hannah's Bark Park Advisory Board (2 Members from Township) 2 year term			
1	Mark	Stuhldreher	12/31/2026
2	John	Dinse	12/31/2025
Chippewa River District Library Board 4 year term			
1	Ruth	Helwig	12/31/2027
2	Lynn	Laskowsky	12/31/2025



Board Expiration Dates

EDA Board Members (9 Members) 4 year term			
#	F Name	L Name	Expiration Date
1-Chair	Thomas	Kequom	4/14/2027
2-VC/BOT Rep	Bryan	Mielke	11/20/2028
3	James	Zalud	4/14/2027
4	Richard	Barz	2/13/2025
5	Robert	Bacon	1/13/2027
6	Marty	Figg	6/22/2026
7	Sarvjit	Chowdhary	6/22/2027
8	Jeff	Sweet	2/13/2025
9	David	Coyne	3/26/2026
Mid Michigan Area Cable Consortium (2 Members)			
#	F Name	L Name	Expiration Date
1	Kim	Smith	12/31/2025
2	Vacant		
Cultural and Recreational Commission (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1	Vacant		12/31/2025
Mt. Pleasant Airport Joint Operations and Mgmt Board (1 seat from Township) 3 year term			
#	F Name	L Name	Expiration Date
1 - Union Township	Rodney	Nanney	12/31/2026
Local Election Commission Committee (3 BOT Members) 4 year term			
#	F Name	L Name	Expiration Date
1	Lisa	Cody	11/20/2028
2	Vacant		11/20/2028
3	Vacant		11/20/2028

APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION



Name: Russ ALWOOD Date: 12-19-2024

Address: 2435 O'connor Dr

Phone (home) 989-289-8748 (cell) same (work) _____

Email: alwoodenterprises@yahoo.com

Occupation: Builder retired

Please select the board you are applying for:

- Zoning Board of Appeals Must be a Union Township Resident
- Board of Review Must be a Union Township Resident
- Planning Commission Must be a Union Township Resident
- EDA Must meet one of the following qualifications:
 - Property owner in East or West DDA
 - Resident in Union Township

CRC OTHER *Specify Board: _____

Please state reason for interest in above board:
interested in making our township better through quality representation.

Other information that you feel would be useful in your application review (i.e., past experience, past board membership, etc. A resume is encouraged with the application):
Union Township has the reputation of a No Growth township. I would like to help to change that.

Signature: Russell Alwood Date: 12-19-2024

APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION



Name: Richard Barz Date: 1-3-21

Address: 1110 Meadow Dr. M.P.

Phone (home) 989-560-5050 (cell) (work)

Email: rjbarz@20@gmail.com

Occupation: Retired - Banking

Please select the board you are applying for:

 Zoning Board of Appeals Must be a Union Township Resident

 Board of Review Must be a Union Township Resident

 Planning Commission Must be a Union Township Resident

EDA Must meet one of the following qualifications:

 Property owner in East or West DDA

Resident in Union Township

 OTHER *Specify Board:

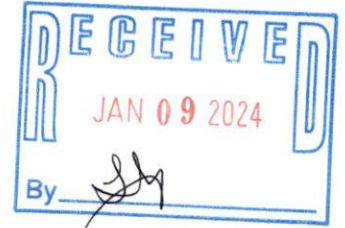
Please state reason for interest in above board:

Continue oversight in economic development in
Union Twp. - Allocation of resource & funding

Other information that you feel would be useful in your application review (i.e., past experience, past board membership, etc. A resume is encouraged with the application):

EDA Board, Commercial development license,

APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION



Name: Everett Bradshaw Date: 1/8/2025

Address: 306 E. Pickard Rd

Phone (home) 7135606463 (cell) 7135606463 (work) 7135606463

Email: evwbradshaw@gmail.com

Occupation: Technical Engagement

Please select the board you are applying for:

Zoning Board of Appeals Must be a Union Township Resident

Board of Review Must be a Union Township Resident

Planning Commission Must be a Union Township Resident

EDA Must meet one of the following qualifications:

Property owner in East or West DDA

Resident in Union Township

OTHER *Specify Board: _____

Please state reason for interest in above board:

I would like to contribute to my community and make it a better place to live for everyone.

This township has much potential, and I want to help guide its growth.

Other information that you feel would be useful in your application review (i.e., past experience, past board membership, etc. A resume is encouraged with the application):

I have experience working with volunteer consensus bodies and working as a facilitator

to help others reach consensus.

Signature: Everett W Bradshaw Date: 1/8/2025

APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION



Name: Philip Browne Jr. Date: 12/26/2024

Address: 2995 E River Road

Phone (home) 9895650138 (cell) _____ (work) _____

Email: asrrin29@gmail.com

Occupation: Senior Network Engineer

Please select the board you are applying for:

_____ Zoning Board of Appeals Must be a Union Township Resident

_____ Board of Review Must be a Union Township Resident

X _____ Planning Commission Must be a Union Township Resident

_____ EDA Must meet one of the following qualifications:

_____ Property owner in East or West DDA

_____ Resident in Union Township

_____ OTHER *Specify Board: _____

Please state reason for interest in above board:

I am currently a member of the planning commission with my appointment coming to an end in Febuary and
would like to renew my appointment. Thanks!

Other information that you feel would be useful in your application review (i.e., past experience, past board membership, etc. A resume is encouraged with the application):

My previous application contains all of my qualifications, and I am currently proudly sitting on the board and
would like to be able to continue to do so.

Signature:  Date: 12/26/2024

**APPOINTMENT TO BOARDS & COMMISSIONS
OF CHARTER TOWNSHIP OF UNION
APPLICATION**

Name: _____ Date: _____

Address: _____

Phone (home) _____ (cell) _____ (work) _____

Email: _____

Occupation: _____

Please select the board you are applying for:

_____ Zoning Board of Appeals Must be a Union Township Resident

_____ Board of Review Must be a Union Township Resident

_____ Planning Commission Must be a Union Township Resident

_____ EDA Must meet one of the following qualifications:
 ___ Property owner in East or West DDA
 ___ Resident in Union Township

_____ OTHER *Specify Board: _____

Please state reason for interest in above board:

Other information that you feel would be useful in your application review (i.e., past experience, past board membership, etc. A resume is encouraged with the application):

Signature: _____ Date: _____



Monthly Report

From: Township Manager

To: Board of Trustees

Month/Year: January 2025

This is an abbreviated report

Global Ends

- 1.1 Community well-being and the common good
- 1.2 Prosperity through economic diversity, cultural diversity, and social diversity
- 1.3 Health and Safety
- 1.4 Natural environment
- 1.5 Commerce

Future Board of Trustee Meeting Agenda Items

Finance

Community and Economic Development

- Consideration of an updated Master Plan
- Consideration of a new Parks and Recreation Master Plan
- The Community and Economic Development Director will work with the Township Attorney and Public Services Director to prepare updates to the Township's ordinance establishing rules for our park
- Consideration of new International Fire Code Ordinance for adoption, which would replace Ordinance No. 2014-05 and would reference the updated fire code to be enforced by the Mt. Pleasant Fire Department in both the city and the Township.
- Consider updates to the Township's ordinance on open burning
- Consider updates to the Noxious Weeds Ordinance No. 1998-5 to improve consistency in applicable regulations of tall grass and weeds
- Consider updates to the Subdivision of Land Ordinance No. 1994-6 for consistency with updates to the state's subdivision plat approval requirements.
- Consider updates to the Land Division Ordinance No. 1997-8 to clarify application requirements and the division, combination, and boundary adjustment approval process.

Public Services

- Consider amendments to water/sewer ordinance to
 - Consider elimination of REU basis for variable cost billing component and move to actual usage
 - Consider updates due to age of existing Ordinance
- Pump Station #2 Engineering Agreement
- Stonebridge and Meadowbrook Paving Special Assessment District – several items over the next couple of months

Ordinance Enforcement Activities

- 943 S. Isabella Rd. – Complaint about chickens and other fowl at a legal non-conforming residence on a small lot in an Industrial zoning district. With the completion of the rezoning of this lot to the R-1 District consistent with the Master Plan’s “Rural Buffer” designation, the dwelling and the keeping of chickens and other fowl are now lawful land uses. This matter is now closed.
- 975 S. Isabella Rd. – Complaint about chickens and other farm animals at a legal non-conforming residence on a small lot in an Industrial zoning district. A notice of violation was sent to the owner. At the owner’s request, the Planning Commission discussed initiating a rezoning of this lot but took no action citing the subject lot’s designation for future industrial/employment land uses. The owner completed removal of the animals from the premises, and the Zoning Administrator verified that the violation has been resolved. This matter is now closed.
- Holeshoot Harley-Davidson Motorcycle Dealership (4741 E. Pickard Rd.) – temporary sign in the M-20 road right-of-way. The violation was promptly corrected. This matter is now closed.
- 5401 S. Lincoln Rd. – An 1,800 square-foot detached accessory building constructed without a building permit and in violation of applicable maximum height and maximum 1,500 square-foot floor area requirements. The owner applied for and was granted a height variance in May 2023 contingent upon completion of alterations to reduce the building floor area by 300 square-feet. The owner’s contractor subsequently secured a building permit for the work, which expired on 1/17/2024 with no activity. Despite months to complete corrective actions, the owner has failed to do so. There has also been no activity on a potential purchase of additional land from the neighbor, which if done correctly to increase the total lot area to at least 2.5 acres would resolve the remaining violations. This matter will be forwarded to the Twp. Attorney for further legal action.
- 4941 E Valley Rd. – Dilapidated and potentially unsafe dwelling. The owner confirmed that he wants the roof completed but does not have the funds. The property is currently in tax foreclosure.
- 1651 Airway Dr. – Complaint about chickens at a legal non-conforming residence on a small lot in an Industrial zoning district. The owner had previously indicated they were moving, and the chickens would be removed, but a new inspection by staff found chickens still on-site. The owner did not respond to the final notice of violation so civil infraction a ticket has been issued.
- Indian Hills Shopping Center - Owner and contractor were notified of a possible violation related to the approved minor site plan for sidewalk, pedestrian access, and parking lot improvements to the Indian Hills Shopping Center property. The applicant’s agreed-upon timeline for completion of site improvements per the approved site plan has concluded with several key elements left incomplete. Failure to conform to an approved site plan is an ordinance violation. After multiple notices, a civil infraction ticket was issued, for which the owners have confirmed receipt. At the owners’ request, additional details of the site plan violations were forwarded by the Zoning Administrator.

- 386 Bluegrass Road. - Junk in the yard. Owner has continued to have junk removed when able to due to age. Township staff conduct site visits to discuss remaining items with the owner and continue to assist the owner in finding companies and organizations that can help. Owner to report back to Zoning Administrator with any progress made.
- Northeast corner of S. Lincoln Rd. and E. Broomfield Rd. – unlawful contractor’s storage yard and unlawful grading/fill activities without a grading permit. The owner claimed a “grandfathered” status as a legal nonconforming use. This matter remains under review by the Township Attorney with additional follow-up anticipated.
- 2946 S. Meadowlark Dr. - complaint about multiple cars parked on grass and in road, along with a toilet left outside in the yard near an existing deck. The owner responded to an initial notice of the violations by removing all cars from the road and lawn area. The toilet remains undisturbed; the owner has not responded to staff contacts related to it. A second notice is in process.
- Mancino’s Pizza of Mt. Pleasant (4152 E. Bluegrass Rd. – Indian Hills Shopping Center) - excessive/dilapidated temporary signage. Staff will be working with the owner again to help them understand the ordinance requirements for temporary signs and to correct any violations.
- Kuji Restaurant (5768 E. Pickard Rd.) – temporary sign in the M-20 right-of-way. Staff contacted the manager to help them understand the ordinance requirements for temporary signs and to correct the violation. The sign was removed but later reinstalled. A notice of violation is in process.
- Coordinate (22) Shut-Offs, monitored payments, and scheduled turn-ons after payment.
- Prepared Handheld for fourth quarter readings, meters read, analyzed usage reports, coordinated re-reads, as necessary.
-

Staff Training, Continuing Education, Compliance and Safety Related Activity

- Site visits with inspections, re-inspections, issue investigation, etc. for apartment complexes, hotels, as well as duplex and single-family units (**492 units inspected**-419 apartments, 37 single-family units, 34 duplex units and 5 hotel rooms).
- The Building Official provided the following services during the month:
 - 21 Building Inspections
 - 9 Permits issued
 - 4 Final Certificate of Occupancy Issued
 - Completion of Banks permit
 - Completion of CrossFit permit
 - Start of Valvoline project
 - Walk thru Jail
 - 4 FOIA Requests
- The Community and Economic Development Director participated in remote meetings with the Michigan Downtowns Association’s Legislative Committee and Board of Directors to prepare and authorize MDA responses to several lame duck legislative session bills that would have impacted brownfield redevelopment and tax increment financing for downtown development authorities
- Jameson and McDonald Park general cleaning, and maintenance
- Tested all pump station alarms (monthly operation and maintenance)
- Monthly cleaning of sanitary sewer mains, manholes, and wet wells throughout Township
- Monthly MOR submitted to EGLE – along with 22 monthly distribution system water sample results
- Monthly water and sanitary sewer reports submitted – no violations
- Monthly maintenance of chlorine injectors and pump tubes
- Monthly fire extinguisher, AED, and eye wash inspections completed.

Economic Development Activities

- The Community and Economic Development Director met with the new President of the Mt. Pleasant Area Chamber of Commerce to discuss local business initiatives and opportunities for collaboration.
- The Community and Economic Development Director met with a developer of workforce housing to discuss options for a potential project in the Township.
- The Community and Economic Development Director and Jim McBryde, President of the Middle Michigan Development Corporation, wrapped up business retention visits for 2024 with visits to several of the large employers in the Township.
- The Community and Economic Development Director participated in remote meetings with a state Chamber of Commerce working group and with the Michigan Downtowns Association's Legislative Committee to discuss and refine responses to several economic development-related bills affecting brownfield redevelopment and tax increment financing for downtown development authorities, which were recently introduced in the state legislature's "lame duck" session.
- The Community and Economic Development Director and Township Engineer at Gourdie-Fraser Associates are continuing work on evaluation and prioritization of infrastructure improvements for potential new industrial/research/business park development along the US-127 corridor per the state Rural Readiness Grant awarded to the Township for our Master Plan update project

Community Development Activities

- The Community and Economic Development Director is working with the Township's engineering consultants to resolve final issues related to securing a county Road Commission permit for the sidewalk construction project along the east side of Bud St. from E. Pickard Rd. (M-20) north to Jameson Park.
- The Township's engineering consultant at Gourdie-Fraser has completed proposed construction plans for a new sidewalk along the south side of E. Bluegrass Rd. from S. Mission Rd. east across the frontage of the Red Lobster parcel to complete a connection to the Indian Pines Shopping Center, and has forwarded the plans to the state and county road agencies for review and comment.
- The Township's engineering consultant at Gourdie-Fraser is in the process of completing engineering and securing of easements needed to prepare construction plans for new sidewalk projects along the:
 - north side of Pickard Rd. east from S. Lincoln Rd. to the existing sidewalk near Ashland Dr.
 - east side of S. Isabella Rd. from E. Kay St. south to E. Broadway Rd.
 - west side of Bradley St. from E. Remus Rd. (M-20) north to connect to the Mt. Pleasant Middle School at the City-Township boundary; and
 - south side of E. Bluegrass Rd. from S. Mission Rd. east across the frontage of the Red Lobster parcel to complete a connection to the Indian Pines Shopping Center.
- ARPA Grant Projects:
 - Division A – Well #12
 - Well testing report currently being completed for submittal to
 - Division B – Watermain
 - Construction of watermain began on December 2, 2024. Contractor made substantial progress throughout the month on water main installation located on Deerfield Road, Mission Shop location, and US127.
 - Worked with contractor to locate force mains in area.

- Worked with directional drill contractor regarding location of eight-inch and twelve-inch sanitary sewer on Deerfield Road.
 - .
- Division C – Water Treatment Plant Upgrades
 - Preconstruction meeting will be scheduled in January of 2025.
 - Attended Planning Commission Meeting on December 17, 2024, for site plan approval of Water Treatment Plant Expansion Project. Site plan was approved by the Planning Commission.
- Division D – Lead Service Line Project
 - Contracts signed and returned to contractor.
 - Preconstruction meeting will be held in January of 2025.

Organizational and Stakeholder Support Services

- Calculated, printed, and mailed fourth quarter billing for 1818 accounts in the amount of \$1,211,213.12.
- (156) Miss Dig underground markings completed throughout Township.
- Finance Department
 - Distributed Summer taxes paid in December and tax refunds needed to clean up the tax
 - Monitored and reconciled the Tax Fund
 - Handled all meeting pay requests submitted by the Board of Trustees
 - Supported the employee open enrollment for 2025 benefit elections with 44North
 - Reconciled 11 bank statements and scanned in BS&A for future reference
 - Prepared financial reports for the Board of Trustees and EDA Board
 - Working on several year end activities such as year-end close, W-2s, 1099s
 - Continued updating and maintaining GIS data for water and sewer mains and laterals, as well as address points, parcels, parks, and building footprints.
 - GIS: Plans and Drawings Data Management: PDF to TIFF (Conversion) - PDF maps and drawings contain no spatial information. Succeeded in applying a method to convert PDFs to TIFFs to create higher quality images for mapping and archiving.

2024 CHARTER TOWNSHIP OF UNION
Board of Trustees
Regular Meeting Minutes

A regular meeting of the Charter Township of Union Board of Trustees was held on January 8, 2025, at 7:00 p.m. at the Union Township Hall.

Meeting was called to order at 7:00 p.m.

Brown moved **Ley** supported to appoint Trustee Thering as temporary Clerk. **Vote: Ayes: 5 Nays: 0. Motion carried.**

Roll Call

Present:

Supervisor Mielke, Trustee Brown, Trustee Lannen, Trustee Ley, and Trustee Thering

Excused: Clerk Cody and Treasurer Rogers

Approval of Agenda

Brown moved **Thering** supported to approve the agenda as presented. **Vote: Ayes: 5 Nays: 0. Motion carried.**

Presentation

- a. Frank Engler, Isabella County Commissioner gave updates on the County Commission
- b. Rodney Nanney, Community and Economic Development Director gave a presentation on the Community and Economic Development Department
- c. Sherrie Teall, Finance Director, gave a presentation on the Finance Department.

Public Hearing

Public Comment

Open: 7:37 p.m.

No comments were offered.

Closed: 7:38 p.m.

Reports/Board Comments

- A. Current List of Boards and Commissions – Appointments as needed.**
- B. Board Member Reports**

Consent Agenda

- A. Communications
- B. Minutes – December 18, 2024 – Regular Meeting
- C. Accounts Payable
- D. Payroll
- E. Meeting Pay
- F. Fire Reports

Brown moved **Lannen** supported to approve the consent agenda as presented. **Vote: Ayes: 5 Nays: 0. Motion carried.**

New Business

- A. Discussion/Action: (Nanney) Consideration of a request by April85 Properties LLC to enroll two parcels of vacant agricultural land into the State PA116 Farmland Preservation Program**

Brown moved **Lannen** supported to approve the request by April85 Properties LLC (James and Laurie Cary)

to enroll two (2) parcels of vacant agricultural land (PID 14-025-40-001-03, consisting of 157.5-acres on the northwest corner of E. Deerfield Rd. & S. Summerton Rd.: and PID 14-036-20-001-00, consisting of 42.36-acres on the southwest corner of E. Deerfield Rd. & S. Summerton Rd.) into the State of Michigan's PA116 Farmland and Open Space Preservation Program. **Roll Call Vote: Ayes: Mielke, Brown, Lannen, Ley, and Thering. Nays: 0. Motion carried.**

B. Discussion/Action: (Stuhldreher) Consideration to amending language to Governance Policy 2.4.2 to acknowledge the use of Fund Balance to balance the budget

Lannen moved **Brown** supported to approve amending Governance Policy 2.4.2 to acknowledge the use of fund balance is an appropriate mechanism to balance a fund budget when expenditures in a fiscal year are projected to exceed projected revenues. **Roll Call Vote: Ayes: Mielke, Brown, Lannen, Ley, and Thering. Nays: 0. Motion carried.**

EXTENDED PUBLIC COMMENT: RESTRICTED TO 5 MINUTES REGARDING ANY ISSUE

Open: 8:18 p.m.

No comments were offered.

Closed: 8:18 p.m.

MANAGER COMMENTS

- Reported that he will be out of the office January 16 – 24 and will be naming an acting manager while out of town.
- Reminder that there is a Policy Governance Education Special Meeting scheduled with Susan Radwan on January 29, 2025 from 6 p.m. to 8 p.m. at Jameson Hall.
- Wished everyone a Happy New Year.

FINAL BOARD MEMBER COMMENT

Ley – Happy New Year!

Meilke - Congratulated Commissioner Engler on being appointed the chair for the County Commissioners, shared a conversation he had with a previous board member that is proud of the township and their value for installing sidewalks and offered kind words and condolences for the passing of Jim McBryde.

ADJOURNMENT

Ley moved **Brown** supported to adjourn the meeting at 8:23 p.m. **Vote: Ayes: 5. Nays: 0. Motion carried.**

APPROVED BY:

Lisa Cody, Clerk

Bryan Mielke, Supervisor

(Recorded by Tera Green)

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					HANGING FILE FOLDERS/FILE FOLDER TABS/BI	98.40
						<u>555.10</u>
01/22/2025	101	26108	01780	LEWIS BENDER	ADMIN SUPPORT TRAINING-AMY&TERA	850.00
01/22/2025	101	26109	00095	C AND C ENTERPRISES INC	CLOTHING ALLOWANCE-ACCOUNTING SPECIALIST UTILITY JEANS-WTR & SWR	16.00 224.75
						<u>240.75</u>
01/22/2025	101	26110	00155	COYNE OIL CORPORATION	FUEL IN TOWNSHIP VEHICLES-NOV 2024 FUEL IN TOWNSHIP VEHICLES-DEC 2024	1,344.02 1,822.01
						<u>3,166.03</u>
01/22/2025	101	26111	01242	CULLIGAN WATER	WATER FOR WATER COOLER-WTR/SWR	49.25
01/22/2025	101	26112	00201	ELHORN ENGINEERING COMPANY	EL-CHLORINE-55 GALLON DRUMS	4,566.00
01/22/2025	101	26113	00209	ETNA SUPPLY COMPANY	SENSUS ANNUAL MAINTENACE/SUPPORT SENSUS OMNI METER-RESERVE APTS OMNI METER	3,700.00 2,790.00 1,860.00
						<u>8,350.00</u>
01/22/2025	101	26114	00231	FOUR SEASON'S EXTERMINATING	TWP HALL INSP/TREATMENT-JAN 2025	40.00
01/22/2025	101	26115	00257	GOURDIE FRASER INC	EGLE DWSRF CAPITAL IMPROVEMENT PROJECTS,	71,000.00
01/22/2025	101	26116	01721	HYDROCORP	CROSS CONNECTION CONTROL PROGRAM-INSPECT CROSS CONNECTION CONTROL PROGRAM-INSPECT	2,286.00 1,354.50
						<u>3,640.50</u>
01/22/2025	101	26117	01215	KENT COMMUNICATIONS INC	2025 PERSONAL PROPERTY STATEMENTS-PRINTI ASSESSMENT NOTICE POSTAGE	508.24 1,465.51
						<u>1,973.75</u>
01/22/2025	101	26118	01934	K C A A O	ASSESSMENT ADMINISTRATION TRAINING	600.00
01/22/2025	101	26119	02025	LARRY & PATRICIA KING	REFUND SECURITY DEPOSIT JAMESON HALL	250.00
01/22/2025	101	26120	01455	JENNIFER LOVEBERRY	MILEAGE REIMBURSEMENT	139.36
01/22/2025	101	26121	00001	M T A	BOARD OF REVIEW TRAINING	537.40
01/22/2025	101	26122	01199	MID MICHIGAN ANSWERING SERVICE	ANSWERING SERVICE-1ST Q 2025	489.17
01/22/2025	101	26123	01191	NMCOA	2025 MEMBERSHIP-BLDG OFFICIAL	125.00
01/22/2025	101	26124	00494	NORTH CENTRAL LABORATORIES	PHOSPHATE SOLUTION NON HG FECAL THERMOMETER AUTOCLAVE THERMOMETER BLUE LIQUID THERMOMETER	91.58 462.25 212.80 502.95
						<u>1,269.58</u>
01/22/2025	101	26125	02024	THOMAS & STEPHANIE OLVER	BD BOND REFUND-BUILDING PERMIT PB240195	1,000.00
01/22/2025	101	26126	00518	PEERLESS-MIDWEST, INC.	WELL 9- CHECK VALVE REPLACEMENT	6,328.97
01/22/2025	101	26127	02023	LORI ROGERS	MILEAGE REIMBURSEMENT-TREASURER TRAINING	105.19
01/22/2025	101	26128	01293	SHAY WATER CO/CUSTOM COFFEE SERV	COFFEE BREWER RENT	45.00
01/22/2025	101	26129	00597	SHERWIN WILLIAMS	PAINT FOR BACKBOARDS OF FIBER RACKS	56.48
01/22/2025	101	26130	01979	SMART BUSINESS SOURCE	OFFICE SUPPLIES FOR TWP HALL & BLDG CLER	56.93
01/22/2025	101	26131	01473	STATE OF MICHIGAN-DEQ	BIOSOLIDS LAND APPLICATION FEE-2025	1,312.24
01/22/2025	101	26132	01542	STERICYCLE, INC.	PAPER SHREDDING	217.80
01/22/2025	101	26133	01654	TRACE ANALYTICAL LABORATORIES INC	METALS DIGESTION	29.00
01/22/2025	101	26134	00668	UNITED PARCEL SERVICE	SHIPPING FOR WATER TESTING-WWTP	020 17.33

01/15/2025 03:29 PM
User: SHERRIE
DB: Union

CHECK REGISTER FOR CHARTER TOWNSHIP OF UNION
CHECK DATE FROM 01/09/2025 - 01/22/2025

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
					WATER SAMPLE SHIPPING-WWTP	18.31
						<u>35.64</u>
01/22/2025	101	26135	01236	WEB ASCENDER	WEB HOSTING 1ST Q 2025-DOMAIN REVIEW	142.50
						<u>142.50</u>
101 TOTALS:						
Total of 35 Checks:						133,014.24
Less 2 Void Checks:						<u>0.00</u>
Total of 33 Disbursements:						133,014.24

Charter Township of Union Payroll
--

Check Date: 01/16/2025
Pay Period End Date:01/11/2025

NOTE: PAYROLL TRANSFER NEEDED

General Fund	\$	46,399.01
Fire Fund		
EDDA		
WDDA		
Sewer Fund		41,934.03
Water Fund		35,388.63
Total To Transfer from Pooled Savings	\$	<u>123,721.67</u>

NOTE: CHECK TOTAL FOR TRANSFER

BS&A Gross Payroll	\$	80,144.56
Employer Share Medicare		1,100.64
Employer Share SS		4,706.09
SUI		438.65
Pension-Employer Portion		7,366.67
Workers' Comp		437.21
Dental		1,359.02
Health Care		29,315.43
Vision		-
Vision Contribution		-
Flex Admin Fee		65.00
Health Care Contribution		(3,587.40)
Life/LTD		
Cobra/Flex Administration		2,375.80
PCORI Fee		-
Total Transfer to Payroll Checking	\$	<u>123,721.67</u>

TOTAL TRANSFER FROM POOLED SAVINGS TO PAYROLL ACCOUNT

CONFIRMATION NUMBER: _____ **DATE:** _____

ACH NUMBER: _____ **TIME:** _____



Union Township Report

Date: Tuesday, January 7, 2025



Alarm Date between 2024-12-29 and 2025-01-04

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
Union Township	0000004						
		1/2/2025 7:35:26 AM	745	Alarm system activation, no fire - unintentional	ENG 33	2	1
						Total Responding 2	
Union Township	0000005						
		1/2/2025 2:25:30 PM	412	Gas leak (natural gas or LPG)	C 31	1	1
		1/2/2025 2:25:30 PM	412	Gas leak (natural gas or LPG)	ENG 33	2	1
						Total Responding 3	
Union Township	0000010						
		1/3/2025 7:41:37 AM	743	Smoke detector activation, no fire - unintentional	ENG 33	2	1

							Total Responding 2	
Union Township	0001042							
		12/29/2024 9:22:54 AM	321	EMS call, excluding vehicle accident with injury	ENG 33		2	1
							Total Responding 2	
Union Township	0001043							
		12/29/2024 4:12:31 PM	444	Power line down	ENG 33		2	2
		12/29/2024 4:12:31 PM	444	Power line down	POV		5	2
							Total Responding 7	
Union Township	0001046							
		12/30/2024 7:19:00 PM	550	Public service assistance, other	ENG 33		2	1
							Total Responding 2	

Union Township							
	0001047						
		12/30/2024 6:24:34 PM	321	EMS call, excluding vehicle accident with injury	ENG 33	2	1
						Total Responding 2	
Union Township							
	0001049						
		12/30/2024 8:22:00 PM	550	Public service assistance, other	ENG 32	2	3
		12/30/2024 8:22:00 PM	550	Public service assistance, other	POV	9	3
						Total Responding 11	
	Total Runs					Total Responding 31	
	8						

Note: Alarms

1=Duty Crew

2=Paged Off Duty Full-time

3=Paged Paid-on-Call Firefighters

4=Paged All



Union Township Report

Date: Tuesday, January 14, 2025



Alarm Date between 2025-01-05 and 2025-01-11

District	NFIRS Number	Alarm Date	Incident Type Code	Incident Type	Apparatus Name	Personnel Count	Alarms
Union Township	0000016						
		1/6/2025 7:52:47 AM	745	Alarm system activation, no fire - unintentional	ENG 33	2	1
						Total Responding 2	
Union Township	0000018						
		1/6/2025 8:33:00 PM	744	Detector activation, no fire - unintentional	ENG 33	2	1
						Total Responding 2	
Union Township	0000023						
		1/9/2025 5:13:42 PM	741	Sprinkler activation, no fire - unintentional	ENG 33	2	1
						Total Responding 2	

Union Township	0000024						
		1/9/2025 8:53:24 PM	311	Medical assist, assist EMS crew	ENG 33	2	1
						Total Responding 2	
	Total Runs					Total Responding 8	
	4						

Note: Alarms

1=Duty Crew

2=Paged Off Duty Full-time

3=Paged Paid-on-Call Firefighters

4=Paged All

Charter Township of Union



To: Township Board of Trustees
From: Mark Stuhldreher, Township Manager
Subject: Policy Governance Review
Date: January 15, 2025

Policy Review: 2.1 Treatment of Consumers
Type of Review: Internal
Review Interval: Annual
Review Month: January 2025

Policy Wording

With respect to interactions with consumers or those applying to be consumers, the Township Management Team shall not cause or allow conditions, procedures, or decisions that are unsafe, undignified, unclear, unprofessional, indirect, untimely, inaccurate, or unnecessarily intrusive.

Further, without limiting the scope of the foregoing by this enumeration, the Management shall not:

1. Use application forms that elicit information for which there is no clear necessity.
2. Use methods of collecting, reviewing, transmitting, or storing client information that fail to protect against improper access to the material elicited.
3. Fail to establish with consumers a clear understanding of what may be expected and what may not be expected from the service offered.
4. Fail to inform consumers of this policy, or to provide a way for persons to be heard who believe they have not been accorded a reasonable interpretation of their protections under this policy.
5. Fail to post and keep a regular schedule of office hours so that citizens have reasonable opportunity to take care of township business.

Manager Interpretation

The Township Manager interprets this policy such that the Board of Trustees seeks to ensure application forms only elicit information that is necessary, and that the information obtained will be appropriately protected from unauthorized access. Further, consumers can expect to have a clear understanding of the service(s) to be provided and if unclear, a mechanism should exist to gain a complete understanding; and, that regular office hours will be maintained to sufficiently serve the public.

Justification for reasonability

The interpretations are reasonable in that a balance needs to exist when interacting with the public that ensures adequate information is obtained to service the public and at the same time, as allowed by law, privacy is protected. Further, access to Township officials is required for the public to take care of their Township business.

Data

- Applications for services are reviewed to ensure they remain relevant and accurate. Various land use related applications continue to be identified and updated to reflect the new zoning ordinance, to add a summary of what can be expected at each stage of the development approval process, and to improve readability.
- Service options, applications and ordinances are posted on the Township web site.
 - The Township website is reviewed annually to keep posted information current. In 2024, the Rental Inspection, Planning and Zoning, and Community Information sections continued to be refined as needed such as:
 - Development approval process charts
 - Continued updates to the New Residence page
 - Refined the relatively new commercial fire suppression/alarm page under Building Services
 - General maintenance across the web page is performed timely to ensure consistency in fonts, improved navigation via use of more hyperlinks
 - Current information on quarterly billing charges, water and sewer connection fees, water leak detection, service change forms, and bill pay options are available on the Public Service Department website page
 - Township water and sewer Design Specifications are available on the Public Service Department website page.
 - Many property assessment applications are available on the website
- 2024 saw the start of implementing a complete website redesign to create a modern, responsive, interactive website and associated mobile application. Our partner, Civic Clarity was chosen based on a review of bids received by the project team that included staff and citizens. This project is expected to be completed in the first half of 2025
- Water and sewer staff are on-call and respond to customer calls promptly twenty-four hours per day, seven days per week. Information on the Township's after hour emergency call number is available on our website and is included in the township's phone messaging system.
- Sensitive information such as social security numbers are managed per federal and state guidelines.
- Protection of customer information is enhanced through our IT efforts to protect the Township's servers, computers, and email from hacking and phishing attacks
- Direct contact was and is made with utility customers regarding the cross-connection/lead pipe survey program as the program continued during 2024
- Boil water advisories were issued as appropriate and, in some instances, hand delivered to the customers

Compliance

The Township Management Team is in compliance with the policy as stated

Policy Governance Executive Limitations Evaluation Form

A tool to be used by individual Board members as they evaluate the internal monitoring reports

Policy being monitored: 2.1 Treatment of Consumers

- 1. Was this report submitted when due? Yes No
 - 2. Did the report lay out the Manager's interpretation or an operational definition of the policy? Yes No
 - 3. Is the interpretation justified or is proof provided to explain why the interpretation is reasonable? Yes No
 - 4. Was I convinced that the interpretation is justified and reasonable? Yes No
 - 5. Did the interpretation address all aspects of the policy? Yes No
 - 6. Does the data show compliance with the Manager's interpretation of our policy? Yes No
-

Comments regarding further policy development:

1. Is there any area regarding this policy that you worry about that is not clearly addressed in existing policy?

2. What policy language would you like to see incorporated to address your concern?

Signature and date of Board member _____

Charter Township of Union



To: Township Board of Trustees
From: Sherrie Teall, Finance Director
Subject: Policy Governance Review
Date: January 15, 2025

Policy Review: 2.5 Financial Condition and Activities
Type of Review: Internal
Review Interval: Quarterly
Review Month: January, 2025

Policy Wording

With respect to the actual, ongoing financial condition and activities, the Township Management Team shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from board priorities established in End policies.

Further, without limiting the scope of the foregoing by this enumeration, he or she shall not:

2.5.1 Expend more funds than have been received in the fiscal year to date unless the debt guideline (below) is met.

2.5.1 .1 Indebt the organization in an amount greater than can be repaid by certain, otherwise unencumbered revenues within 60 days.

2.5.2 Use any long-term reserves except for purposes and amounts specifically released by the Board.

2.5.3 Conduct interfund shifting in amounts greater than can be restored to a condition of discrete fund balances by certain, otherwise unencumbered revenues within 30 days.

2.5.4 Fail to settle payroll and debts in a timely manner.

2.5.5 Allow tax payments or other government ordered payments or filings to be overdue or inaccurately filed.

2.5.6 Make a single unbudgeted emergency purchase or commitment, to maintain township operations, of greater than \$10,000 for the Township Hall and/or \$50,000 for the water and sewer systems.

2.5.7 Make a single purchase or commitment of greater than \$20,000. Purchases over \$10,000 shall not be made without timely notification to the Board.

2.5.8 Acquire, encumber or dispose of real property.

2.5.9 Fail to aggressively pursue receivables after a reasonable grace period.

2.5.10 Fail to maintain an adequate level of cash flow.

Manager Interpretation

Township Manager interprets this policy to indicate that there will be no expenditures made or incurred that will exceed the expenditures budgeted for that current year unless it is an emergency purchase as outlined in 2.5.6. The manager shall also not make a single purchase or commitment (unless it falls under 2.5.6) of greater than \$20,000 or inform the board of purchases over \$10,000 unless the purchase is for materials or services needed for normal operations of township facilities.

Furthermore, all tax payments to other governmental entities are paid according to state statute, payroll is paid bi-weekly, and accounts payable invoices are processed and ready for board approval as soon as they are received, verified, and coded for payment.

Justification for Reasonability

The interpretations are reasonable in that when the budget is approved by the Board of Trustees, it is left to the management team to operate within the guidelines established and to follow all state and federal statutes. The Township Board is to function as a policy making body and the management team is to function as implementer of that policy as indicated in the approved budget.

Attachments from the BS&A financial system include General Fund departmental revenue and expenditure reports, special revenue fund and enterprise fund revenue and expenditure reports.

Data

- Expenditures support Global Ends Policies
- No new debts were acquired in the 4th Quarter 2024
- No long-term General Fund reserves have been used for several years
- All payroll was paid timely in October, November, and December, 2024
- All payroll taxes and benefits were paid on schedule and on time
- All purchases greater than \$20,000 were approved by the Board of Trustees
- No real property was acquired or disposed of without approval from the Board
- All receivables are pursued on a regular basis
- All funds have a reasonable amount of cash flow, which enables timely payment of payroll and bills.

Compliance

In compliance with policy as stated.

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED	
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	2024 12/31/2024 RMAL (ABNORMAL)		
Fund 101 - GENERAL FUND						
Revenues						
Dept 000 - NONE						
402.000	CURRENT PROPERTY TAX	329,726.59	353,000.00	349,700.00	349,775.17	100.02
402.100	PRIOR YEARS PROPERTY TAXES	2,524.81	0.00	0.00	0.00	0.00
404.000	425 AGREEMENT	165.03	100.00	100.00	88.76	88.76
412.000	DELQ PERSONAL PROPERTY TAXES	621.62	600.00	600.00	270.09	45.02
414.000	PROPERTY TAX REFUNDS-MTT	(43.15)	(5,000.00)	(5,000.00)	(281.04)	5.62
432.000	PILOT TAX	1,832.90	2,000.00	2,000.00	0.00	0.00
434.000	MOBILE HOME PARK TAX	3,244.00	3,400.00	3,400.00	3,487.00	102.56
445.000	INTEREST ON TAXES	25.71	500.00	500.00	146.01	29.20
445.100	3% OR 4% PENALTY ON TAX	15,654.90	6,000.00	12,500.00	12,778.43	102.23
447.000	ADMIN FEE-PROPERTY TAX	168,549.10	170,000.00	170,000.00	179,024.36	105.31
447.001	ADMIN FEES-REFUNDS MTT BOR	(170.23)	(1,000.00)	(1,000.00)	(181.23)	18.12
447.050	ADMIN FEE-STATE EDUC TAX(SET)	7,705.00	7,700.00	7,700.00	7,625.00	99.03
447.100	ADMIN FEE-PRIOR YEARS	1,258.06	200.00	200.00	82.68	41.34
467.000	REVENUE-STREET LIGHTS SPEC ASSESS	19,979.75	19,000.00	20,150.00	16,462.12	81.70
476.000	BUILDING PERMITS	219,073.25	75,000.00	75,000.00	65,323.50	87.10
476.500	ZONING PERMITS	15,845.00	18,000.00	18,000.00	8,050.00	44.72
477.000	CABLE TV FRANCHISE FEES	96,904.78	100,000.00	80,000.00	80,462.63	100.58
478.000	DOG LICENSE REVENUE	(35.00)	100.00	100.00	65.00	65.00
528.000	OTHER FEDERAL GRANTS	0.00	0.00	0.00	382,336.01	100.00
539.000	STATE GRANTS	0.00	975,000.00	975,000.00	0.00	0.00
573.000	STATE AID REVENUE-LCSA	4,640.65	4,500.00	5,700.00	5,712.33	100.22
574.000	STATE REVENUE SHARING	1,313,467.00	1,280,000.00	1,320,000.00	1,292,212.00	97.89
574.100	LIQUOR STATE REVENUE SHARING	12,890.90	13,800.00	13,800.00	14,169.10	102.67
574.200	METRO ACT REVENUE SHARING-LCSA	12,027.88	12,000.00	9,000.00	8,964.44	99.60
576.000	STATE GRANTS - SPECIAL ELECTION REIMB	0.00	0.00	20,600.00	20,664.99	100.32
582.000	CONTRIBUTION FROM TRIBE	0.00	0.00	125,250.00	125,251.77	100.00
626.000	LAND DIVISIONS/ZONING REVIEW FEES	2,425.00	2,000.00	2,000.00	1,400.00	70.00
628.000	RENTAL INSPECTION FEES	95,342.00	103,000.00	103,000.00	110,581.00	107.36
637.000	APPLICATION FEES	750.00	500.00	500.00	0.00	0.00
637.500	WEED ABATEMENT SERVICES	0.00	1,000.00	1,000.00	538.75	53.88
651.000	USE FEES-BASEBALL FIELDS	520.00	500.00	500.00	1,080.00	216.00
655.000	FINES & FORFEITURES	930.00	800.00	3,000.00	8,910.00	297.00
665.000	INTEREST EARNED	264,937.23	200,000.00	300,000.00	389,477.81	129.83
667.000	RENT - JAMESON HALL	7,025.00	8,000.00	8,000.00	10,800.00	135.00
667.100	RENT - McDONALD PARK PAVILION	1,416.00	1,500.00	1,500.00	1,590.00	106.00
667.200	RENT - JAMESON PAVILION	1,308.00	1,500.00	1,500.00	1,300.00	86.67
671.000	LEASES	900.00	900.00	900.00	900.00	100.00
672.000	OTHER REVENUE	319.23	5,000.00	5,000.00	1,291.92	25.84
673.000	GAIN/LOSS ON SALE(DISPOSAL)OF ASSETS	5,500.00	5,000.00	0.00	0.00	0.00
681.000	ELECTION FILING FEES	0.00	0.00	700.00	700.00	100.00
685.000	OPIOID SETTLEMENT REVENUE	97.21	0.00	0.00	80.94	100.00
687.000	REFUNDS & REBATES	489.91	500.00	500.00	0.00	0.00
Total Dept 000 - NONE		2,607,848.13	3,365,100.00	3,631,400.00	3,101,139.54	85.40
Dept 930 - TRANSFER IN						
699.285	TRANSFER IN FROM ARPA FUND	7,012.64	0.00	0.00	0.00	0.00
Total Dept 930 - TRANSFER IN		7,012.64	0.00	0.00	0.00	0.00
TOTAL REVENUES		2,614,860.77	3,365,100.00	3,631,400.00	3,101,139.54	85.40
Expenditures						
Dept 101 - TRUSTEES						
702.000	SALARIES & WAGES	29,196.27	30,200.00	30,200.00	30,041.06	99.47
707.000	PER MEETING	1,975.00	4,000.00	4,000.00	2,550.00	63.75
710.000	EMPLR FICA CONTR	1,985.32	2,108.00	2,108.00	2,020.66	95.86
711.000	EMPLR MEDICARE CONTR	464.29	500.00	500.00	472.55	94.51
724.000	WORKER'S COMP	13.17	32.00	32.00	20.63	64.47
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,507.50	4,300.00	4,300.00	3,507.50	81.57
860.000	TRANSPORTATION/MILEAGE REIMBURSMNT	0.00	500.00	500.00	187.60	37.52
955.000	MISC.	86.52	250.00	250.00	308.78	123.51
957.000	PROFESSIONAL DEVELOPMENT	114.00	1,000.00	1,000.00	631.32	63.13
957.100	SEMINAR LODGING	0.00	500.00	500.00	0.00	0.00
957.200	SEMINAR MEALS	0.00	250.00	250.00	0.00	0.00
957.300	MEMBERSHIP & DUES	19,633.41	20,000.00	20,000.00	19,997.54	99.99
Total Dept 101 - TRUSTEES		56,975.48	63,640.00	63,640.00	59,737.64	93.87
Dept 171 - SUPERVISOR						
702.000	SALARIES & WAGES	6,250.12	6,250.00	6,250.00	6,250.11	100.00
707.000	PER MEETING	1,575.00	1,400.00	1,400.00	1,475.00	105.36

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	2024 12/31/2024 (ABNORMAL)	
Fund 101 - GENERAL FUND					
Expenditures					
710.000 EMPLR FICA CONTR	485.25	475.00	475.00	479.05	100.85
711.000 EMPLR MEDICARE CONTR	113.57	112.00	112.00	112.12	100.11
724.000 WORKER'S COMP	7.16	10.00	10.00	6.78	67.80
767.000 UNIFORMS	0.00	100.00	100.00	0.00	0.00
860.000 TRANSPORTATION/MILEAGE REIMBURSMNT	0.00	350.00	350.00	0.00	0.00
957.000 PROFESSIONAL DEVELOPMENT	43.00	500.00	500.00	275.57	55.11
957.200 SEMINAR MEALS	0.00	100.00	100.00	0.00	0.00
Total Dept 171 - SUPERVISOR	8,474.10	9,297.00	9,297.00	8,598.63	92.49
Dept 172 - TWP MANAGER					
702.000 SALARIES & WAGES	36,824.32	40,250.00	40,250.00	40,134.85	99.71
702.600 CAR ALLOWANCE	3,600.00	3,600.00	3,600.00	3,600.00	100.00
710.000 EMPLR FICA CONTR	2,480.60	2,700.00	2,700.00	2,618.49	96.98
711.000 EMPLR MEDICARE CONTR	580.15	630.00	630.00	612.49	97.22
711.500 UNEMPLOYMENT	16.85	47.00	47.00	16.59	35.30
716.000 EMPLR RETIREMENT CONTR	3,646.63	4,170.00	4,170.00	4,164.09	99.86
718.500 HEALTH INSURANCE	8,543.97	8,600.00	8,600.00	9,207.60	107.07
718.700 HEALTH INS-EE CONTRIBUTIONS	(354.64)	(380.00)	(380.00)	(388.89)	102.34
719.000 DENTAL INSURANCE	186.46	185.00	185.00	184.57	99.77
719.800 VISION INSURANCE	54.50	52.00	52.00	53.04	102.00
719.900 VISION INS-EE CONTRIBUTIONS	(27.27)	(26.00)	(26.00)	(26.69)	102.65
724.000 WORKER'S COMP	69.98	75.00	75.00	72.85	97.13
725.000 LIFE & DISABILITY BENEFIT	135.70	150.00	150.00	134.34	89.56
767.000 UNIFORMS	0.00	0.00	0.00	95.00	100.00
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	18,010.00	4,000.00	4,700.00	4,700.00	100.00
852.000 CONTRIBUTION TO CABLE CONSORTIUM	38,761.92	42,000.00	42,000.00	24,585.04	58.54
880.000 COMMUNITY PROMOTION	8,891.61	8,000.00	9,000.00	8,800.00	97.78
916.000 SUBSCRIPTIONS & PUBLICATIONS	1,244.47	800.00	800.00	1,181.68	147.71
955.000 MISC.	537.70	300.00	300.00	231.00	77.00
957.000 PROFESSIONAL DEVELOPMENT	741.52	1,000.00	1,000.00	101.20	10.12
957.100 SEMINAR LODGING	176.32	500.00	500.00	0.00	0.00
957.200 SEMINAR MEALS	95.02	100.00	100.00	206.20	206.20
957.300 MEMBERSHIP & DUES	75.00	600.00	600.00	0.00	0.00
980.000 NEW OFFICE EQUIPMENT & FURNITURE	0.00	500.00	500.00	0.00	0.00
Total Dept 172 - TWP MANAGER	124,290.81	117,853.00	119,553.00	100,283.45	83.88
Dept 191 - ACCOUNTING/GEN ADMIN					
702.000 SALARIES & WAGES	121,128.55	137,900.00	110,400.00	101,707.86	92.13
702.500 OVERTIME	4,674.86	6,500.00	6,500.00	4,688.99	72.14
702.700 LUMP SUM IN LIEU OF STEP	0.00	800.00	800.00	788.74	98.59
705.000 LEAVE TIME PAYOUT	1,606.25	0.00	0.00	0.00	0.00
710.000 EMPLR FICA CONTR	7,417.59	9,000.00	9,296.00	6,258.88	67.33
711.000 EMPLR MEDICARE CONTR	1,734.89	2,006.00	1,628.00	1,463.80	89.91
711.500 UNEMPLOYMENT	111.53	333.00	333.00	123.66	37.14
716.000 EMPLR RETIREMENT CONTR	617.41	13,720.00	11,100.00	10,210.54	91.99
718.500 HEALTH INSURANCE	51,995.65	60,040.00	47,200.00	44,386.50	94.04
718.700 HEALTH INS-EE CONTRIBUTIONS	(5,277.22)	(6,506.00)	(5,000.00)	(4,892.57)	97.85
719.000 DENTAL INSURANCE	2,634.45	2,975.00	2,475.00	2,467.29	99.69
719.800 VISION INSURANCE	641.36	722.00	580.00	502.14	86.58
719.900 VISION INS-EE CONTRIBUTIONS	(320.68)	(361.00)	(290.00)	(250.77)	86.47
724.000 WORKER'S COMP	219.03	240.00	193.00	175.70	91.04
725.000 LIFE & DISABILITY BENEFIT	715.87	825.00	600.00	482.55	80.43
752.000 OFFICE SUPPLIES	1,411.79	3,000.00	3,000.00	4,539.82	151.33
767.000 UNIFORMS	0.00	300.00	300.00	163.75	54.58
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	2,462.13	2,000.00	42,000.00	41,968.23	99.92
801.020 EXTERNAL AUDIT	20,165.00	21,000.00	24,500.00	24,535.00	100.14
851.000 MAIL/POSTAGE	6,843.21	8,000.00	8,000.00	7,907.81	98.85
860.000 TRANSPORTATION/MILEAGE REIMBURSMNT	1,003.08	500.00	500.00	562.28	112.46
900.000 PRINTING & PUBLISHING	373.00	1,500.00	1,500.00	1,261.00	84.07
955.000 MISC.	48.60	200.00	200.00	42.69	21.35
955.001 BANK FEES	221.00	250.00	250.00	377.00	150.80
957.000 PROFESSIONAL DEVELOPMENT	2,118.94	4,000.00	4,000.00	1,029.00	25.73
957.100 SEMINAR LODGING	565.72	1,500.00	1,500.00	0.00	0.00
957.200 SEMINAR MEALS	54.66	200.00	200.00	0.00	0.00
957.300 MEMBERSHIP & DUES	229.00	800.00	800.00	428.76	53.60
980.000 NEW OFFICE EQUIPMENT & FURNITURE	1,007.50	1,000.00	1,000.00	1,189.00	118.90
980.100 NEW COMPUTER HARDWARE & SOFTWARE	0.00	500.00	500.00	0.00	0.00
Total Dept 191 - ACCOUNTING/GEN ADMIN	224,403.17	272,944.00	274,065.00	252,117.65	91.99
Dept 215 - CLERK					
702.000 SALARIES & WAGES	28,038.50	32,500.00	39,500.00	43,620.48	110.43

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	12/31/2024 RMAL (ABNORMAL)	
Fund 101 - GENERAL FUND					
Expenditures					
707.000 PER MEETING	225.00	2,000.00	2,000.00	0.00	0.00
710.000 EMPLR FICA CONTR	1,758.54	2,200.00	2,600.00	2,704.47	104.02
711.000 EMPLR MEDICARE CONTR	411.28	520.00	600.00	632.49	105.42
724.000 WORKER'S COMP	30.03	40.00	40.00	51.12	127.80
752.000 OFFICE SUPPLIES	0.00	500.00	500.00	0.00	0.00
754.000 OPERATING SUPPLIES	1,061.52	1,000.00	1,000.00	520.39	52.04
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	300.00	300.00	0.00	0.00
900.000 PRINTING & PUBLISHING	2,984.19	2,500.00	2,500.00	840.86	33.63
957.000 PROFESSIONAL DEVELOPMENT	50.00	100.00	100.00	0.00	0.00
957.100 SEMINAR LODGING	0.00	750.00	750.00	0.00	0.00
957.200 SEMINAR MEALS	0.00	100.00	100.00	0.00	0.00
957.300 MEMBERSHIP & DUES	150.00	150.00	150.00	100.00	66.67
980.000 NEW OFFICE EQUIPMENT & FURNITURE	0.00	500.00	500.00	0.00	0.00
980.100 NEW COMPUTER HARDWARE & SOFTWARE	0.00	500.00	500.00	0.00	0.00
Total Dept 215 - CLERK	34,709.06	43,660.00	51,140.00	48,469.81	94.78
Dept 228 - DATA PROCESSING, INFORMATION TECHNOLOGY					
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	50,110.21	53,560.00	64,560.00	52,356.36	81.10
950.000 HARDWARE REPLACEMENTS	11,302.97	19,200.00	19,200.00	8,753.94	45.59
Total Dept 228 - DATA PROCESSING, INFORMATION TE	61,413.18	72,760.00	83,760.00	61,110.30	72.96
Dept 253 - TREASURER					
702.000 SALARIES & WAGES	21,536.50	24,102.00	24,102.00	21,773.22	90.34
707.000 PER MEETING	0.00	500.00	500.00	0.00	0.00
710.000 EMPLR FICA CONTR	1,335.26	1,525.00	1,525.00	1,349.94	88.52
711.000 EMPLR MEDICARE CONTR	312.28	357.00	357.00	315.71	88.43
724.000 WORKER'S COMP	20.10	30.00	30.00	20.05	66.83
752.000 OFFICE SUPPLIES	336.96	500.00	500.00	195.97	39.19
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	0.00	500.00	500.00	811.33	162.27
851.000 MAIL/POSTAGE	3,993.33	4,000.00	4,000.00	4,063.33	101.58
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	0.00	250.00	250.00	0.00	0.00
955.000 MISC.	0.00	100.00	100.00	15.25	15.25
957.000 PROFESSIONAL DEVELOPMENT	0.00	250.00	250.00	344.50	137.80
957.300 MEMBERSHIP & DUES	99.00	100.00	100.00	99.00	99.00
980.000 NEW OFFICE EQUIPMENT & FURNITURE	0.00	500.00	500.00	0.00	0.00
980.100 NEW COMPUTER HARDWARE & SOFTWARE	0.00	500.00	500.00	0.00	0.00
Total Dept 253 - TREASURER	27,633.43	33,214.00	33,214.00	28,988.30	87.28
Dept 257 - ASSESSOR					
702.000 SALARIES & WAGES	51,410.09	79,700.00	90,300.00	84,103.77	93.14
707.000 PER DIEM	2,000.00	4,125.00	4,125.00	2,750.00	66.67
710.000 EMPLR FICA CONTR	3,204.82	5,120.00	5,800.00	5,311.67	91.58
711.000 EMPLR MEDICARE CONTR	749.52	1,200.00	1,375.00	1,242.25	90.35
711.500 UNEMPLOYMENT	47.50	143.00	300.00	68.27	22.76
716.000 EMPLR RETIREMENT CONTR	4,569.94	7,570.00	7,570.00	7,584.17	100.19
718.500 HEALTH INSURANCE	15,925.52	25,724.00	25,724.00	25,985.03	101.01
718.700 HEALTH INS-EE CONTRIBUTIONS	(619.65)	(1,135.00)	(1,135.00)	(1,098.72)	96.80
719.000 DENTAL INSURANCE	349.23	550.00	550.00	521.20	94.76
719.800 VISION INSURANCE	96.00	152.00	152.00	141.52	93.11
719.900 VISION INS-EE CONTRIBUTIONS	(48.00)	(76.00)	(76.00)	(71.18)	93.66
724.000 WORKER'S COMP	152.23	226.00	226.00	231.26	102.33
725.000 LIFE & DISABILITY BENEFIT	149.50	400.00	400.00	358.80	89.70
754.000 OPERATING SUPPLIES	312.60	500.00	500.00	184.09	36.82
759.000 GAS/FUEL	0.00	0.00	0.00	192.02	100.00
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	30,125.00	10,000.00	17,000.00	27,090.69	159.36
850.000 COMMUNICATIONS	509.52	550.00	550.00	509.52	92.64
851.000 MAIL/POSTAGE	2,214.00	2,800.00	2,800.00	1,962.83	70.10
900.000 PRINTING & PUBLISHING	1,955.04	2,000.00	2,000.00	1,186.43	59.32
916.000 SUBSCRIPTIONS & PUBLICATIONS	278.00	0.00	1,700.00	1,668.00	98.12
955.000 MISC.	464.21	500.00	500.00	267.24	53.45
957.000 PROFESSIONAL DEVELOPMENT	300.00	500.00	500.00	1,051.88	210.38
957.300 MEMBERSHIP & DUES	0.00	1,700.00	1,700.00	175.00	10.29
980.000 NEW OFFICE EQUIPMENT & FURNITURE	0.00	500.00	500.00	0.00	0.00
980.100 NEW COMPUTER HARDWARE & SOFTWARE	2,190.00	500.00	500.00	0.00	0.00
Total Dept 257 - ASSESSOR	116,335.07	143,249.00	163,561.00	161,415.74	98.69
Dept 262 - ELECTIONS					
702.000 SALARIES & WAGES	237.00	3,000.00	3,000.00	1,392.035	46.43
702.200 ELECTION WORKERS	0.00	30,000.00	30,000.00	17,015.00	56.72

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BGD USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	2024 12/31/2024 RMAL (ABNORMAL)	
Fund 101 - GENERAL FUND					
Expenditures					
702.500 OVERTIME	0.00	0.00	0.00	361.31	100.00
710.000 EMPLR FICA CONTR	14.69	200.00	200.00	94.19	47.10
711.000 EMPLR MEDICARE CONTR	3.44	40.00	40.00	22.05	55.13
711.500 UNEMPLOYMENT	0.00	400.00	400.00	84.65	21.16
716.000 EMPLR RETIREMENT CONTR	0.00	200.00	200.00	166.66	83.33
718.500 HEALTH INSURANCE	0.00	600.00	600.00	874.25	145.71
718.700 HEALTH INS-EE CONTRIBUTIONS	0.00	(100.00)	(100.00)	(103.78)	103.78
719.000 DENTAL INSURANCE	0.00	50.00	50.00	54.96	109.92
719.800 VISION INSURANCE	0.00	15.00	15.00	6.26	41.73
719.900 VISION INS-EE CONTRIBUTIONS	0.00	(7.00)	(7.00)	(3.19)	45.57
724.000 WORKER'S COMP	0.40	20.00	20.00	5.11	25.55
725.000 LIFE & DISABILITY BENEFIT	0.00	20.00	20.00	5.99	29.95
754.000 OPERATING SUPPLIES	2,781.01	8,000.00	8,000.00	4,359.13	54.49
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	2,220.00	10,000.00	12,000.00	19,316.34	160.97
851.000 MAIL/POSTAGE	1,396.89	9,000.00	9,000.00	6,242.19	69.36
860.000 TRANSPORTATION/MILEAGE REIMBURSMNT	0.00	150.00	150.00	99.16	66.11
900.000 PRINTING & PUBLISHING	0.00	1,600.00	1,600.00	0.00	0.00
955.000 MISC.	0.00	600.00	600.00	167.89	27.98
957.000 PROFESSIONAL DEVELOPMENT	0.00	250.00	250.00	0.00	0.00
Total Dept 262 - ELECTIONS	6,653.43	64,038.00	66,038.00	50,161.05	75.96
Dept 265 - BUILDING & GROUNDS					
702.000 SALARIES & WAGES	674.56	1,200.00	1,200.00	1,198.09	99.84
710.000 EMPLR FICA CONTR	39.93	70.00	70.00	70.12	100.17
711.000 EMPLR MEDICARE CONTR	9.34	20.00	20.00	16.41	82.05
711.500 UNEMPLOYMENT	0.78	10.00	10.00	1.25	12.50
716.000 EMPLR RETIREMENT CONTR	60.70	100.00	100.00	113.97	113.97
718.500 HEALTH INSURANCE	235.32	500.00	500.00	362.87	72.57
718.700 HEALTH INS-EE CONTRIBUTIONS	(26.50)	(40.00)	(40.00)	(47.07)	117.68
719.000 DENTAL INSURANCE	11.37	40.00	40.00	22.39	55.98
719.800 VISION INSURANCE	2.61	10.00	10.00	7.52	75.20
719.900 VISION INS-EE CONTRIBUTIONS	(1.32)	0.00	0.00	(3.95)	100.00
724.000 WORKER'S COMP	3.90	30.00	30.00	3.91	13.03
725.000 LIFE & DISABILITY BENEFIT	4.91	20.00	20.00	8.91	44.55
754.000 OPERATING SUPPLIES	2,981.38	6,500.00	6,500.00	3,129.85	48.15
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	16,780.32	23,000.00	26,500.00	23,047.15	86.97
801.003 SIDEWALK SNOWPLOWING	0.00	3,000.00	3,000.00	294.93	9.83
801.401 HALL CLEANING	6,551.68	10,000.00	10,000.00	6,751.68	67.52
850.000 COMMUNICATIONS	3,112.31	2,860.00	2,860.00	2,749.80	96.15
920.000 ELECTRIC/NATURAL GAS	11,579.67	14,000.00	14,000.00	11,331.47	80.94
920.200 WATER & SEWER CHARGES	865.50	1,000.00	1,000.00	923.20	92.32
930.200 MAINT-GROUNDS	550.21	2,500.00	2,500.00	2,215.98	88.64
930.300 MAINT-BUILDINGS	778.55	10,000.00	10,000.00	1,575.85	15.76
933.050 MAINT-EQUIPMENT	229.00	500.00	500.00	0.00	0.00
934.500 MAINT. AGREEMENT ON EQUIPMENT	4,542.84	4,500.00	4,500.00	2,889.04	64.20
940.100 POSTAGE METER LEASE	1,851.00	2,000.00	2,000.00	1,817.52	90.88
955.000 MISC.	74.00	100.00	100.00	28.00	28.00
962.000 SAFETY	0.00	600.00	600.00	521.03	86.84
963.000 PROPERTY/LIABILITY INSURANCE	15,641.87	16,500.00	19,500.00	18,815.44	96.49
Total Dept 265 - BUILDING & GROUNDS	66,553.93	99,020.00	105,520.00	77,845.36	73.77
Dept 266 - LEGAL/ATTORNEY					
826.000 LEGAL FEES	28,218.35	50,000.00	50,000.00	16,486.66	32.97
826.600 LEGAL FEES-MTT CASES	17,088.00	6,000.00	6,000.00	25,346.50	422.44
Total Dept 266 - LEGAL/ATTORNEY	45,306.35	56,000.00	56,000.00	41,833.16	74.70
Dept 371 - BUILDING INSPECTION					
702.000 SALARIES & WAGES	179,169.48	190,979.00	190,979.00	181,686.25	95.13
702.500 OVERTIME	2,661.88	2,100.00	2,100.00	2,216.77	105.56
705.000 LEAVE TIME PAYOUT	0.00	0.00	3,700.00	3,640.25	98.39
710.000 EMPLR FICA CONTR	10,505.23	11,302.00	11,302.00	10,866.94	96.15
711.000 EMPLR MEDICARE CONTR	2,456.85	2,650.00	2,650.00	2,541.46	95.90
711.500 UNEMPLOYMENT	142.50	428.00	428.00	186.20	43.50
716.000 EMPLR RETIREMENT CONTR	16,399.42	18,350.00	18,350.00	17,851.73	97.28
718.500 HEALTH INSURANCE	72,257.74	77,175.00	77,175.00	73,697.94	95.49
718.700 HEALTH INS-EE CONTRIBUTIONS	(8,922.21)	(10,212.00)	(10,212.00)	(9,127.61)	89.38
719.000 DENTAL INSURANCE	5,029.20	5,283.00	5,283.00	4,628.67	87.61
719.800 VISION INSURANCE	1,104.48	1,161.00	1,161.00	1,028.39	88.58
719.900 VISION INS-EE CONTRIBUTIONS	(552.24)	(581.00)	(581.00)	(501.81)	86.37
724.000 WORKER'S COMP	467.56	470.00	470.00	450.03	95.82
725.000 LIFE & DISABILITY BENEFIT	1,011.12	1,090.00	1,090.00	914.40	83.89

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDTG USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	12/31/2024 RMAL (ABNORMAL)	
Fund 101 - GENERAL FUND					
Expenditures					
752.000 OFFICE SUPPLIES	114.77	500.00	500.00	20.97	4.19
754.000 OPERATING SUPPLIES	1,163.99	1,275.00	1,275.00	747.95	58.66
759.000 GAS/FUEL	1,795.34	2,000.00	2,000.00	1,390.54	69.53
767.000 UNIFORMS	280.00	300.00	300.00	175.50	58.50
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	14,627.15	35,000.00	35,000.00	0.00	0.00
801.410 VEHICLE CLEANING	130.00	250.00	250.00	0.00	0.00
802.100 SOFTWARE SUPPORT/MAINTENANCE AGREEMENTS	1,671.22	2,875.00	2,875.00	2,941.10	102.30
850.000 COMMUNICATIONS	1,288.34	1,350.00	1,350.00	1,388.03	102.82
851.000 MAIL/POSTAGE	27.86	35.00	35.00	0.00	0.00
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	90.46	150.00	150.00	174.20	116.13
900.000 PRINTING & PUBLISHING	37.85	500.00	1,800.00	1,793.00	99.61
916.000 SUBSCRIPTIONS & PUBLICATIONS	0.00	500.00	500.00	0.00	0.00
930.000 VEHICLE REPAIRS & MAINTENANCE	232.02	1,000.00	1,000.00	295.46	29.55
955.000 MISC.	0.00	0.00	0.00	9.75	100.00
957.000 PROFESSIONAL DEVELOPMENT	1,801.00	5,000.00	5,000.00	1,075.00	21.50
957.100 SEMINAR LODGING	399.30	750.00	750.00	509.58	67.94
957.200 SEMINAR MEALS	529.59	750.00	750.00	455.18	60.69
957.300 MEMBERSHIP & DUES	1,190.00	1,400.00	1,400.00	1,585.00	113.21
980.000 NEW OFFICE EQUIPMENT & FURNITURE	0.00	500.00	500.00	0.00	0.00
980.100 NEW COMPUTER HARDWARE & SOFTWARE	7,059.66	500.00	1,500.00	987.72	65.85
Total Dept 371 - BUILDING INSPECTION	314,169.56	354,830.00	360,830.00	303,628.93	84.15
Dept 441 - PUBLIC WORKS					
920.000 STREET LIGHTING	25,003.31	26,000.00	29,000.00	29,585.29	102.02
956.100 DRAINS AT LARGE	25,380.13	61,000.00	26,000.00	25,905.70	99.64
959.500 CONTRIBUTIONS TO ROAD COMMISSION	263,926.29	369,000.00	483,100.00	475,477.98	98.42
967.500 SIDEWALKS AND NON MOTORIZED PATHS	51,097.55	955,000.00	270,000.00	22,485.00	8.33
Total Dept 441 - PUBLIC WORKS	365,407.28	1,411,000.00	808,100.00	553,453.97	68.49
Dept 701 - PLANNING					
702.000 SALARIES & WAGES	160,939.02	168,700.00	168,700.00	169,707.03	100.60
702.700 LUMP SUM IN LIEU OF STEP	1,711.63	4,200.00	4,200.00	4,187.33	99.70
707.000 PER DIEM	9,760.00	15,000.00	15,000.00	5,580.00	37.20
710.000 EMPLR FICA CONTR	9,980.00	11,584.00	11,584.00	10,384.33	89.64
711.000 EMPLR MEDICARE CONTR	2,334.08	2,709.00	2,709.00	2,428.62	89.65
711.500 UNEMPLOYMENT	98.35	303.00	303.00	106.85	35.26
716.000 EMPLR RETIREMENT CONTR	14,541.15	15,912.00	15,912.00	16,341.99	102.70
718.500 HEALTH INSURANCE	48,172.26	51,448.00	51,448.00	52,075.73	101.22
718.700 HEALTH INS-EE CONTRIBUTIONS	(5,948.14)	(6,808.00)	(6,808.00)	(5,932.08)	87.13
719.000 DENTAL INSURANCE	2,945.17	2,790.00	2,790.00	2,643.99	94.77
719.800 VISION INSURANCE	368.16	390.00	390.00	364.00	93.33
719.900 VISION INS-EE CONTRIBUTIONS	(184.08)	(194.00)	(194.00)	(181.92)	93.77
724.000 WORKER'S COMP	378.68	400.00	400.00	373.96	93.49
725.000 LIFE & DISABILITY BENEFIT	717.60	800.00	800.00	717.60	89.70
752.000 OFFICE SUPPLIES	0.00	250.00	250.00	59.93	23.97
754.000 OPERATING SUPPLIES	0.00	300.00	300.00	151.64	50.55
759.000 GAS/FUEL	62.45	600.00	600.00	83.09	13.85
767.000 UNIFORMS	42.50	200.00	200.00	70.94	35.47
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	8,156.43	165,250.00	165,250.00	1,612.78	0.98
850.000 COMMUNICATIONS	229.90	250.00	250.00	149.90	59.96
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	1,665.85	3,000.00	3,000.00	1,014.07	33.80
900.000 PRINTING & PUBLISHING	2,877.38	5,500.00	5,500.00	4,465.04	81.18
916.000 SUBSCRIPTIONS & PUBLICATIONS	10.00	200.00	200.00	0.00	0.00
932.000 VEHICLE REPAIRS & MAINTENANCE	726.00	1,000.00	1,000.00	102.61	10.26
940.000 LEASE/RENT	0.00	200.00	200.00	0.00	0.00
955.000 MISC.	16.00	100.00	100.00	23.25	23.25
957.000 PROFESSIONAL DEVELOPMENT	2,022.95	7,250.00	7,250.00	4,614.00	63.64
957.100 SEMINAR LODGING	957.60	2,650.00	2,650.00	1,630.20	61.52
957.200 SEMINAR MEALS	10.25	800.00	800.00	87.57	10.95
957.300 MEMBERSHIP & DUES	1,448.50	1,500.00	1,500.00	1,592.04	106.14
959.100 CONTRIBUTION TO LOCAL AIRPORT	10,000.00	10,000.00	10,000.00	10,000.00	100.00
Total Dept 701 - PLANNING	274,039.69	466,284.00	466,284.00	284,454.49	61.00
Dept 751 - PARKS & RECREATION					
702.000 SALARIES & WAGES	21,775.68	25,000.00	25,000.00	23,992.57	95.97
702.200 TEMPORARY LABOR	22,636.89	18,720.00	18,720.00	20,029.53	107.00
702.500 OVERTIME	1,472.75	2,000.00	2,000.00	1,827.57	91.38
710.000 EMPLR FICA CONTR	2,755.71	2,721.00	2,721.00	2,740.39	100.71
711.000 EMPLR MEDICARE CONTR	644.50	636.00	636.00	640.82	100.76
711.500 UNEMPLOYMENT	99.66	423.00	423.00	91.037	21.64
716.000 EMPLR RETIREMENT CONTR	2,094.14	2,562.00	2,562.00	2,455.10	95.83

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	2024 12/31/2024 RMAL (ABNORMAL)	
Fund 101 - GENERAL FUND					
Expenditures					
718.500 HEALTH INSURANCE	10,925.58	12,862.00	12,862.00	12,230.74	95.09
718.700 HEALTH INS-EE CONTRIBUTIONS	(1,358.49)	(1,702.00)	(1,702.00)	(1,552.86)	91.24
719.000 DENTAL INSURANCE	752.33	881.00	881.00	795.40	90.28
719.800 VISION INSURANCE	178.04	194.00	194.00	168.48	86.85
719.900 VISION INS-EE CONTRIBUTIONS	(89.02)	(97.00)	(97.00)	(84.82)	87.44
724.000 WORKER'S COMP	585.58	600.00	600.00	590.77	98.46
725.000 LIFE & DISABILITY BENEFIT	157.25	170.00	170.00	157.00	92.35
754.000 OPERATING SUPPLIES	5,314.00	5,000.00	5,000.00	4,389.38	87.79
759.000 GAS/FUEL	1,649.72	1,800.00	1,800.00	1,725.97	95.89
767.000 UNIFORMS	182.50	500.00	500.00	178.70	35.74
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	3,040.10	3,500.00	3,500.00	3,274.54	93.56
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	90.39	100.00	100.00	259.76	259.76
900.000 PRINTING & PUBLISHING	448.49	600.00	600.00	0.00	0.00
920.000 ELECTRIC/NATURAL GAS	4,004.82	4,200.00	4,200.00	3,844.12	91.53
920.200 WATER & SEWER CHARGES	6,358.95	5,000.00	5,000.00	4,412.24	88.24
930.000 REPAIRS	994.87	31,000.00	31,000.00	10,645.19	34.34
930.200 MAINT-GROUNDS	12,014.16	33,000.00	33,000.00	12,936.36	39.20
930.250 MAINT-DOG PARK	1,350.00	3,000.00	3,000.00	490.00	16.33
930.300 MAINT-BUILDINGS	3,478.52	8,500.00	8,500.00	5,662.90	66.62
933.000 MAINT-VEHICLES	658.79	1,000.00	1,000.00	1,018.83	101.88
933.050 MAINT-EQUIPMENT	2,361.64	2,000.00	2,000.00	1,615.53	80.78
962.000 SAFETY	530.16	3,500.00	3,500.00	2,039.34	58.27
977.000 NEW EQUIPMENT PURCHASE	935.00	13,300.00	13,300.00	7,007.06	52.68
Total Dept 751 - PARKS & RECREATION	106,042.71	180,970.00	180,970.00	123,582.14	68.29
Dept 901 - CAPITAL OUTLAY					
976.301 CAPITAL OUTLAY-INFORMATION TECHNOLOGY	18,097.98	0.00	38,000.00	29,592.19	77.87
976.303 CAPITAL OUTLAY-PROPERTY	50.45	0.00	0.00	0.00	0.00
976.306 CAPITAL OUTLAY-PARKS DEPT	14,581.00	0.00	23,000.00	9,586.25	41.68
976.307 CAPITAL OUTLAY-FIBER NETWORK	17,549.99	0.00	0.00	0.00	0.00
976.309 CAPITAL OUTLAY-VEHICLES	96,491.99	0.00	0.00	0.00	0.00
976.314 CAPITAL OUTLAY-NEW TWP HALL/RENO STUDY	13,397.87	0.00	9,000.00	7,880.00	87.56
Total Dept 901 - CAPITAL OUTLAY	160,169.28	0.00	70,000.00	47,058.44	67.23
Dept 906 - DEBT SERVICE					
991.000 BOND - PRINCIPAL	22,478.00	0.00	22,500.00	22,477.83	99.90
993.000 BOND INTEREST EXPENDITURE	11,778.00	0.00	11,200.00	11,154.07	99.59
Total Dept 906 - DEBT SERVICE	34,256.00	0.00	33,700.00	33,631.90	99.80
TOTAL EXPENDITURES	2,026,832.53	3,388,759.00	2,945,672.00	2,236,370.96	75.92
Fund 101 - GENERAL FUND:					
TOTAL REVENUES	2,614,860.77	3,365,100.00	3,631,400.00	3,101,139.54	85.40
TOTAL EXPENDITURES	2,026,832.53	3,388,759.00	2,945,672.00	2,236,370.96	75.92
NET OF REVENUES & EXPENDITURES	588,028.24	(23,659.00)	685,728.00	864,768.58	126.11

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED	
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	2024 12/31/2024 RMAL (ABNORMAL)		
Fund 206 - FIRE FUND						
Revenues						
Dept 000 - NONE						
402.000	CURRENT REAL PROPERTY TAX	743,320.97	794,000.00	794,000.00	787,004.46	99.12
402.100	PRIOR YEARS PROPERTY TAXES	5,680.82	0.00	0.00	0.00	0.00
412.000	DELQ PERSONAL PROPERTY TAXES	1,398.61	500.00	500.00	607.71	121.54
414.000	PROPERTY TAX REFUNDS-MTT	(97.08)	(10,000.00)	(10,000.00)	(608.78)	6.09
432.000	PILOT TAX	4,124.02	5,000.00	5,000.00	0.00	0.00
445.000	INTEREST ON TAXES	76.20	300.00	300.00	28.62	9.54
543.000	STATE GRANT-PUBLIC SAFETY	10,597.04	12,000.00	12,000.00	10,264.98	85.54
573.000	STATE AID REVENUE-LCSA	10,441.44	10,400.00	10,400.00	12,852.76	123.58
665.000	INTEREST EARNED	42,595.88	50,000.00	50,000.00	59,776.85	119.55
677.200	FIRE PROTECTION - EDDA	79,658.26	81,000.00	81,000.00	85,760.78	105.88
677.300	FIRE PROTECTION - WDDA	65,765.91	66,000.00	66,000.00	69,657.35	105.54
Total Dept 000 - NONE		963,562.07	1,009,200.00	1,009,200.00	1,025,344.73	101.60
TOTAL REVENUES		963,562.07	1,009,200.00	1,009,200.00	1,025,344.73	101.60
Expenditures						
Dept 336 - FIRE DEPARTMENT						
702.000	SALARIES & WAGES	980.34	0.00	0.00	375.33	100.00
710.000	EMPLR FICA CONTR	56.84	0.00	0.00	21.77	100.00
711.000	EMPLR MEDICARE CONTR	13.29	0.00	0.00	5.10	100.00
716.000	EMPLR RETIREMENT CONTR	88.24	0.00	0.00	35.65	100.00
718.500	HEALTH INSURANCE	475.32	0.00	0.00	195.73	100.00
718.700	HEALTH INS-EE CONTRIBUTIONS	(56.05)	0.00	0.00	(23.73)	100.00
719.000	DENTAL INSURANCE	29.56	0.00	0.00	12.10	100.00
719.800	VISION INSURANCE	4.67	0.00	0.00	0.89	100.00
719.900	VISION INS-EE CONTRIBUTIONS	(2.34)	0.00	0.00	(0.42)	100.00
724.000	WORKER'S COMP	7.89	0.00	0.00	4.24	100.00
725.000	LIFE & DISABILITY BENEFIT	4.35	0.00	0.00	3.12	100.00
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	830,100.00	871,600.00	871,600.00	838,401.00	96.19
801.005	FIRE HYDRANT REPAIRS	0.00	2,000.00	2,000.00	0.00	0.00
801.025	HYDRANT FLUSHING	0.00	10,000.00	10,000.00	0.00	0.00
Total Dept 336 - FIRE DEPARTMENT		831,702.11	883,600.00	883,600.00	839,030.78	94.96
TOTAL EXPENDITURES		831,702.11	883,600.00	883,600.00	839,030.78	94.96
Fund 206 - FIRE FUND:						
TOTAL REVENUES		963,562.07	1,009,200.00	1,009,200.00	1,025,344.73	101.60
TOTAL EXPENDITURES		831,702.11	883,600.00	883,600.00	839,030.78	94.96
NET OF REVENUES & EXPENDITURES		131,859.96	125,600.00	125,600.00	186,313.95	148.34

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED	
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	12/31/2024 RMAL (ABNORMAL)		
Fund 248 - EAST DDA FUND						
Revenues						
Dept 000 - NONE						
402.000	CURRENT PROPERTY TAX	516,934.75	557,000.00	561,000.00	561,478.47	100.09
402.100	PRIOR YEARS PROPERTY TAXES	0.00	(250.00)	(250.00)	0.00	0.00
412.000	DELQ PERSONAL PROPERTY CAPT	3.63	300.00	300.00	7.44	2.48
414.000	PROPERTY TAX REFUNDS-BOR MTT	0.00	(4,000.00)	(4,000.00)	0.00	0.00
445.000	INTEREST ON TAXES	0.66	500.00	500.00	0.78	0.16
573.000	STATE AID REVENUE-LCSA	69,776.09	69,000.00	73,000.00	73,807.79	101.11
665.000	INTEREST EARNED	65,903.71	80,000.00	80,000.00	94,548.39	118.19
672.000	OTHER REVENUE	0.00	1,000.00	1,000.00	0.00	0.00
Total Dept 000 - NONE		652,618.84	703,550.00	711,550.00	729,842.87	102.57
TOTAL REVENUES		652,618.84	703,550.00	711,550.00	729,842.87	102.57
Expenditures						
Dept 336 - FIRE DEPARTMENT						
830.000	PUBLIC SAFETY - FIRE PROTECTION	79,658.26	81,000.00	81,000.00	85,760.78	105.88
Total Dept 336 - FIRE DEPARTMENT		79,658.26	81,000.00	81,000.00	85,760.78	105.88
Dept 728 - ECONOMIC DEVELOPMENT						
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	6,340.47	21,300.00	21,300.00	13,437.20	63.09
801.001	MAINT- BENCHES/TRASH RECEPTACLES	246.00	5,000.00	5,000.00	0.00	0.00
801.003	SIDEWALK SNOWPLOWING	4,550.00	15,000.00	15,000.00	9,157.33	61.05
801.004	LAWN CARE	13,086.00	35,000.00	35,000.00	25,569.00	73.05
801.005	IRRIGATION / LIGHTING REPAIRS	6,477.25	20,000.00	20,000.00	23,362.95	116.81
801.007	FLOWER/LANDSCAPE MAINTENANCE	7,358.00	47,000.00	47,000.00	32,451.84	69.05
826.000	LEGAL FEES	0.00	4,000.00	4,000.00	0.00	0.00
880.000	COMMUNITY PROMOTION	5,500.00	16,500.00	16,500.00	6,500.00	39.39
883.000	COMMUNITY IMPROVEMENT GRANTS	5,134.67	40,000.00	40,000.00	0.00	0.00
885.000	STREET LIGHT BANNERS/CHRISTMAS	17,085.00	23,000.00	23,000.00	19,928.39	86.65
900.000	PRINTING & PUBLISHING	0.00	250.00	250.00	0.00	0.00
920.000	ELECTRIC/NATURAL GAS	8,403.53	15,000.00	15,000.00	9,691.59	64.61
920.200	WATER & SEWER CHARGES	4,621.02	18,000.00	18,000.00	4,488.54	24.94
940.000	LEASE/RENT	715.00	1,200.00	1,200.00	715.00	59.58
955.000	MISC.	0.00	100.00	100.00	32.00	32.00
957.300	MEMBERSHIP & DUES	375.00	500.00	500.00	400.00	80.00
963.000	PROPERTY/LIABILITY INSURANCE	2,147.92	2,200.00	2,200.00	2,583.72	117.44
967.200	WATER SYSTEM PROJECTS	0.00	100,000.00	0.00	0.00	0.00
967.300	SEWER SYSTEM PROJECTS	160,000.00	0.00	0.00	0.00	0.00
967.400	STREET/ROAD PROJECTS	168,571.77	0.00	0.00	0.00	0.00
967.500	SIDEWALK/PATHWAY PROJECTS	0.00	520,000.00	150,000.00	26,500.00	17.67
967.600	PARKS PROJECTS	0.00	90,000.00	0.00	0.00	0.00
971.000	CAPITAL OUTLAY-LAND	0.00	550,000.00	550,000.00	0.00	0.00
974.000	LAND IMPRVMENTS-GENERAL	50.45	20,000.00	20,000.00	0.00	0.00
974.200	LAND IMPRVMENTS-PICKARD RIGHT OF WAY	0.00	450,000.00	0.00	54.74	100.00
974.201	LAND IMPRVMENTS-5800 PICKARD/ENTERPRIS	100.90	40,000.00	40,000.00	218.96	0.55
974.202	LAND IMPRVMENTS-2120 YATS DR	0.00	210.00	210.00	164.22	78.20
974.203	LAND IMPRVMENTS-JONATHON LANE	100.90	210.00	210.00	218.96	104.27
Total Dept 728 - ECONOMIC DEVELOPMENT		410,863.88	2,034,470.00	1,024,470.00	175,474.44	17.13
TOTAL EXPENDITURES		490,522.14	2,115,470.00	1,105,470.00	261,235.22	23.63
Fund 248 - EAST DDA FUND:						
TOTAL REVENUES		652,618.84	703,550.00	711,550.00	729,842.87	102.57
TOTAL EXPENDITURES		490,522.14	2,115,470.00	1,105,470.00	261,235.22	23.63
NET OF REVENUES & EXPENDITURES		162,096.70	(1,411,920.00)	(393,920.00)	468,607.65	118.96

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED	
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	2024 AMENDED BUDGET	12/31/2024 RMAL (ABNORMAL)		
Fund 250 - WEST DDA FUND						
Revenues						
Dept 000 - NONE						
402.000	CURRENT PROPERTY TAX	414,115.58	438,600.00	442,000.00	442,342.63	100.08
412.000	DELQ PERSONAL PROPERTY CAPT	47.46	50.00	50.00	43.14	86.28
414.000	PROPERTY TAX REFUNDS-BOR MTT	(409.14)	(4,000.00)	(4,000.00)	0.00	0.00
445.000	INTEREST ON TAXES	106.61	200.00	200.00	3.31	1.66
573.000	STATE AID REVENUE-LCSA	1,884.84	1,800.00	2,900.00	2,982.27	102.84
665.000	INTEREST EARNED	39,141.10	50,000.00	50,000.00	62,461.37	124.92
Total Dept 000 - NONE		454,886.45	486,650.00	491,150.00	507,832.72	103.40
TOTAL REVENUES		454,886.45	486,650.00	491,150.00	507,832.72	103.40
Expenditures						
Dept 336 - FIRE DEPARTMENT						
830.000	PUBLIC SAFETY - FIRE PROTECTION	65,765.91	66,000.00	69,600.00	69,657.35	100.08
Total Dept 336 - FIRE DEPARTMENT		65,765.91	66,000.00	69,600.00	69,657.35	100.08
Dept 728 - ECONOMIC DEVELOPMENT						
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	3,370.23	13,300.00	13,300.00	3,292.50	24.76
801.003	SIDEWALK SNOWPLOWING	3,500.00	8,000.00	8,000.00	5,911.35	73.89
880.000	COMMUNITY PROMOTION	5,500.00	16,500.00	16,500.00	6,500.00	39.39
883.000	COMMUNITY IMPROVEMENT GRANTS	0.00	40,000.00	40,000.00	0.00	0.00
900.000	PRINTING & PUBLISHING	0.00	500.00	500.00	0.00	0.00
957.300	MEMBERSHIP & DUES	375.00	500.00	500.00	400.00	80.00
967.400	STREET/ROAD PROJECTS	0.00	50,000.00	1,000.00	200.00	20.00
967.500	SIDEWALK/PATHWAY PROJECTS	0.00	175,000.00	20,000.00	11,125.00	55.63
974.204	LAND IMPRVMENTS-REMUS RD RIGHT OF WAY	0.00	50,000.00	0.00	0.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		12,745.23	353,800.00	99,800.00	27,428.85	27.48
TOTAL EXPENDITURES		78,511.14	419,800.00	169,400.00	97,086.20	57.31
Fund 250 - WEST DDA FUND:						
TOTAL REVENUES		454,886.45	486,650.00	491,150.00	507,832.72	103.40
TOTAL EXPENDITURES		78,511.14	419,800.00	169,400.00	97,086.20	57.31
NET OF REVENUES & EXPENDITURES		376,375.31	66,850.00	321,750.00	410,746.52	127.66

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	12/31/2024 RMAL (ABNORMAL)	
Fund 287 - TRIBAL 2% GRANTS FUND					
Revenues					
Dept 000 - NONE					
582.000 CONTRIBUTION FROM TRIBE	100,000.00	0.00	0.00	375,251.77	100.00
665.000 INTEREST EARNED	1,829.25	1,500.00	1,500.00	4,568.59	304.57
Total Dept 000 - NONE	101,829.25	1,500.00	1,500.00	379,820.36	15,321.36
TOTAL REVENUES	101,829.25	1,500.00	1,500.00	379,820.36	15,321.36
Expenditures					
Dept 728 - ECONOMIC DEVELOPMENT					
965.600 CONTRIBUTION TO SEWER FUND	225,371.17	0.00	0.00	0.00	0.00
967.400 STREET/ROAD PROJECTS	0.00	0.00	0.00	125,251.77	100.00
Total Dept 728 - ECONOMIC DEVELOPMENT	225,371.17	0.00	0.00	125,251.77	100.00
TOTAL EXPENDITURES	225,371.17	0.00	0.00	125,251.77	100.00
Fund 287 - TRIBAL 2% GRANTS FUND:					
TOTAL REVENUES	101,829.25	1,500.00	1,500.00	379,820.36	15,321.36
TOTAL EXPENDITURES	225,371.17	0.00	0.00	125,251.77	100.00
NET OF REVENUES & EXPENDITURES	(123,541.92)	1,500.00	1,500.00	254,568.59	16,971.24

User: SHERRIE

PERIOD ENDING 12/31/2024

DB: Union

% Fiscal Year Completed: 100.00

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BGDG USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	2024 12/31/2024 RMAL (ABNORMAL)	
Fund 590 - SEWER FUND					
Revenues					
Dept 000 - NONE					
582.000 CONTRIBUTION FROM TRIBE	225,371.17	0.00	0.00	0.00	0.00
583.000 CONTRIBUTION FROM EDA FOR PROJECTS	160,000.00	0.00	0.00	0.00	0.00
626.000 SEWER INSPECTION FEES	7,191.75	2,000.00	2,000.00	2,100.00	105.00
642.000 SERVICE	1,568,157.33	1,672,580.00	1,672,580.00	1,723,317.01	103.03
644.300 CONNECTION FEE	272,758.01	78,800.00	78,800.00	41,460.72	52.62
655.000 FINES & FORFEITURES	34,021.47	33,000.00	33,000.00	30,277.39	91.75
665.000 INTEREST EARNED	127,311.06	120,000.00	200,000.00	220,697.28	110.35
670.000 DEBT RETIREMENT	1,311,238.31	1,385,945.00	1,385,945.00	1,443,226.16	104.13
672.000 OTHER REVENUE	134.30	3,000.00	3,000.00	59.25	1.98
673.000 GAIN/LOSS ON SALE OF ASSETS	400.00	0.00	0.00	0.00	0.00
687.000 REFUNDS & REBATES	2,968.86	3,500.00	3,500.00	0.00	0.00
Total Dept 000 - NONE	3,709,552.26	3,298,825.00	3,378,825.00	3,461,137.81	102.44
TOTAL REVENUES	3,709,552.26	3,298,825.00	3,378,825.00	3,461,137.81	102.44
Expenditures					
Dept 536 - WATER/SEWER SYSTEMS					
702.000 SALARIES & WAGES	283,864.57	310,065.00	310,065.00	288,514.64	93.05
702.200 TEMPORARY LABOR	13,918.13	12,480.00	12,480.00	19,009.88	152.32
702.500 OVERTIME	11,780.65	12,900.00	12,900.00	6,850.11	53.10
702.700 LUMP SUM IN LIEU OF STEP	3,038.07	4,010.00	4,010.00	3,971.23	99.03
705.000 LEAVE TIME PAYOUT	0.00	5,900.00	5,900.00	0.00	0.00
710.000 EMPLR FICA CONTR	18,730.52	20,354.00	20,354.00	19,018.75	93.44
711.000 EMPLR MEDICARE CONTR	4,380.87	4,760.00	4,760.00	4,448.29	93.45
711.500 UNEMPLOYMENT	274.86	838.00	838.00	277.53	33.12
716.000 EMPLR RETIREMENT CONTR	25,615.67	29,200.00	29,200.00	27,063.53	92.68
718.500 HEALTH INSURANCE	93,488.85	100,787.00	100,787.00	91,353.12	90.64
718.700 HEALTH INS-EE CONTRIBUTIONS	(8,902.22)	(10,800.00)	(10,800.00)	(8,876.57)	82.19
719.000 DENTAL INSURANCE	4,511.78	4,990.00	4,990.00	4,278.47	85.74
719.800 VISION INSURANCE	603.42	727.00	727.00	363.71	50.03
719.900 VISION INS-EE CONTRIBUTIONS	(301.82)	(364.00)	(364.00)	(181.74)	49.93
724.000 WORKER'S COMP	1,470.97	1,371.00	1,371.00	1,418.73	103.48
725.000 LIFE AND DISABILITY INSURANCE	1,248.06	1,422.00	1,422.00	1,171.20	82.36
726.000 COMPENSATED ABSENCES	(2,145.60)	0.00	0.00	0.00	0.00
752.000 OFFICE SUPPLIES	602.61	1,500.00	1,500.00	668.52	44.57
754.000 OPERATING SUPPLIES	4,633.53	5,500.00	5,500.00	4,695.15	85.37
759.000 GAS/FUEL	11,185.13	12,000.00	12,000.00	14,031.44	116.93
767.000 UNIFORMS	522.25	1,500.00	1,500.00	1,352.60	90.17
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	68,482.67	53,350.00	53,350.00	31,316.65	58.70
802.100 SOFTWARE SUPPORT/MAINTENANCE AGREEMENTS	2,558.38	2,840.00	2,840.00	2,723.26	95.89
826.000 LEGAL FEES	300.00	10,000.00	10,000.00	0.00	0.00
850.000 COMMUNICATIONS	2,439.20	3,320.00	3,320.00	3,605.54	108.60
851.000 MAIL/POSTAGE	1,993.33	3,000.00	3,000.00	1,413.33	47.11
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	716.31	800.00	800.00	409.10	51.14
900.000 PRINTING & PUBLISHING	572.08	1,000.00	1,000.00	399.00	39.90
920.000 ELECTRIC/NATURAL GAS	88,280.08	105,000.00	105,000.00	89,690.33	85.42
930.000 REPAIRS	2,064.19	170,000.00	170,000.00	110,198.48	64.82
930.200 MAINT-GROUNDS	323.25	1,500.00	1,500.00	267.31	17.82
930.300 MAINT-BUILDINGS	2,000.00	20,250.00	20,250.00	13,419.86	66.27
933.000 MAINT-VEHICLES	6,643.49	6,000.00	6,000.00	8,666.47	144.44
933.050 MAINT-EQUIPMENT	2,100.78	20,000.00	20,000.00	3,590.13	17.95
933.500 MAINT-LIFT STATIONS	15,897.86	110,000.00	110,000.00	23,298.14	21.18
934.300 OPTO 22 MAINTENANCE	1,708.83	10,000.00	10,000.00	7,922.76	79.23
934.500 MAINT. AGREEMENT ON EQUIPMENT	9,290.54	9,500.00	9,500.00	7,582.02	79.81
955.000 MISC.	110.03	150.00	150.00	0.00	0.00
957.000 PROFESSIONAL DEVELOPMENT	417.50	2,500.00	2,500.00	317.50	12.70
957.100 SEMINAR LODGING	255.39	1,000.00	1,000.00	0.00	0.00
957.200 SEMINAR MEALS	0.00	150.00	150.00	0.00	0.00
957.300 MEMBERSHIP & DUES	243.50	500.00	500.00	1,068.00	213.60
962.000 SAFETY	3,489.63	12,000.00	12,000.00	906.98	7.56
963.000 PROPERTY/LIABILITY INSURANCE	33,752.50	38,000.00	38,000.00	32,268.24	84.92
969.300 HOOKUP LABOR & MATERIAL	7,218.08	7,500.00	7,500.00	186.44	2.49
973.000 CAPITAL PROJECTS-SEWER SYSTEM	768.48	1,027,000.00	1,027,000.00	4,610.00	0.45
977.000 NEW EQUIPMENT PURCHASE	1,088.74	15,000.00	20,000.00	16,316.77	81.58
980.000 NEW OFFICE EQUIPMENT & FURNITURE	559.98	1,000.00	1,000.00	4.24	0.42
980.100 NEW COMPUTER HARDWARE & SOFTWARE	4,370.28	6,000.00	6,000.00	2,058.42	34.31
Total Dept 536 - WATER/SEWER SYSTEMS	726,165.40	2,156,500.00	2,161,500.00	841,667.56	38.94
Dept 540 - WWTP					
702.000 SALARIES & WAGES	260,132.76	334,912.00	334,912.00	301,861.62	90.13
702.500 OVERTIME	9,343.13	10,000.00	10,000.00	10,276.49	102.76

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	2024 12/31/2024 RMAL (ABNORMAL)	
Fund 590 - SEWER FUND					
Expenditures					
702.700 LUMP SUM IN LIEU OF STEP	3,647.13	5,250.00	5,250.00	4,112.83	78.34
710.000 EMPLR FICA CONTR	16,242.14	20,660.00	20,660.00	18,693.09	90.48
711.000 EMPLR MEDICARE CONTR	3,798.56	4,832.00	4,832.00	4,371.81	90.48
711.500 UNEMPLOYMENT	190.00	713.00	713.00	232.75	32.64
716.000 EMPLR RETIREMENT CONTR	24,633.03	33,265.00	33,265.00	30,111.41	90.52
718.500 HEALTH INSURANCE	99,308.70	128,620.00	128,620.00	115,823.72	90.05
718.700 HEALTH INS-EE CONTRIBUTIONS	(11,194.36)	(16,339.00)	(16,339.00)	(13,946.34)	85.36
719.000 DENTAL INSURANCE	5,946.42	8,071.00	8,071.00	6,708.24	83.12
719.800 VISION INSURANCE	758.41	1,207.00	1,207.00	945.54	78.34
719.900 VISION INS-EE CONTRIBUTIONS	(379.21)	(604.00)	(604.00)	(472.38)	78.21
724.000 WORKER'S COMP	1,767.51	2,195.00	2,195.00	1,918.58	87.41
725.000 LIFE AND DISABILITY INSURANCE	1,359.61	1,850.00	1,850.00	1,442.32	77.96
743.000 CHEMICALS	66,578.71	65,000.00	65,000.00	83,329.06	128.20
744.000 LAB EQUIPMENT & SUPPLIES	28,667.12	38,000.00	38,000.00	27,791.42	73.14
752.000 OFFICE SUPPLIES	758.72	700.00	700.00	332.78	47.54
754.000 OPERATING SUPPLIES	7,641.53	12,000.00	12,000.00	13,148.08	109.57
759.000 GAS/FUEL	3,644.33	5,000.00	5,000.00	2,861.61	57.23
767.000 UNIFORMS	872.30	2,000.00	2,000.00	707.92	35.40
774.100 BIOXIDE	89,138.31	85,000.00	85,000.00	80,415.58	94.61
801.000 PROFESSIONAL & CONTRACTUAL SERVICES	23,961.54	33,800.00	33,800.00	27,470.05	81.27
801.200 CONT. SERV. - BIOSOLIDS LAND APPL.	50,376.34	50,000.00	50,000.00	31,981.92	63.96
801.250 WASTE/RUBBISH DISPOSAL	0.00	0.00	0.00	12.20	100.00
801.300 CONT. SERV. - LAB ANALYSIS	7,085.00	7,000.00	7,000.00	9,592.50	137.04
850.000 COMMUNICATIONS	6,439.36	3,250.00	3,250.00	2,797.23	86.07
851.000 MAIL/POSTAGE	181.20	500.00	500.00	387.88	77.58
860.000 TRANSPORTATION/MILEAGE REIMBURSEMENT	10.48	250.00	250.00	235.84	94.34
900.000 PRINTING & PUBLISHING	0.00	250.00	250.00	1,734.50	693.80
920.000 ELECTRIC/NATURAL GAS	162,975.72	176,000.00	176,000.00	158,759.88	90.20
920.200 WATER & SEWER QUARTERLY BILLING	7,944.31	10,000.00	10,000.00	11,457.60	114.58
923.000 PROPANE	1,882.24	3,500.00	3,500.00	1,160.33	33.15
930.200 MAINT-GROUNDS	1,697.92	12,100.00	12,100.00	6,475.45	53.52
930.300 MAINT-BUILDINGS	1,607.35	20,000.00	20,000.00	16,564.55	82.82
933.000 MAINT-VEHICLES	485.59	3,000.00	3,000.00	1,005.42	33.51
933.050 MAINT-EQUIPMENT	3,095.73	6,000.00	6,000.00	4,353.44	72.56
934.300 OPTO 22 MAINTENANCE	1,925.95	6,000.00	6,000.00	4,674.86	77.91
934.500 MAINT. AGREEMENT ON EQUIPMENT	750.00	1,700.00	1,700.00	760.80	44.75
934.981 SAMPLING EQUIPMENT MAINT.	577.01	4,000.00	4,000.00	9,911.29	247.78
934.982 PRELIMINARY TREAT EQUIPM. MAINT.	9,874.81	500,800.00	500,800.00	13,267.74	2.65
934.983 SECONDARY TREAT EQUIP. MAINT.	32,661.89	25,000.00	25,000.00	22,065.08	88.26
934.984 SOLIDS EQUIPMENT MAINT.	21,019.05	25,000.00	25,000.00	35,732.24	142.93
934.985 DISINFECTION EQUIPMENT MAINT.	103.50	6,000.00	6,000.00	4,724.42	78.74
934.986 INSTRUMENTATION EQUIPMENT MAINT.	4,482.74	3,000.00	3,000.00	315.74	10.52
934.987 TERTIARY FILTER MAINT.	649.78	10,000.00	10,000.00	8,726.38	87.26
949.000 IPP	0.00	500.00	500.00	0.00	0.00
957.000 PROFESSIONAL DEVELOPMENT	1,378.30	5,000.00	5,000.00	1,501.90	30.04
957.100 SEMINAR LODGING	0.00	500.00	500.00	0.00	0.00
957.200 SEMINAR MEALS	0.00	100.00	100.00	0.00	0.00
957.300 MEMBERSHIP & DUES	578.00	500.00	500.00	181.00	36.20
958.100 PERMITS & FEES	5,500.00	13,000.00	13,000.00	5,500.00	42.31
962.000 SAFETY	2,965.49	5,000.00	5,000.00	4,350.15	87.00
963.000 PROPERTY/LIABILITY INSURANCE	20,077.02	22,000.00	25,000.00	23,953.68	95.81
977.000 NEW EQUIPMENT PURCHASE	4,204.63	5,000.00	5,000.00	3,419.52	68.39
980.000 NEW OFFICE EQUIPMENT & FURNITURE	0.00	750.00	750.00	350.53	46.74
980.100 NEW COMPUTER HARDWARE & SOFTWARE	11,250.83	2,000.00	2,000.00	8,421.97	421.10
Total Dept 540 - WWTP	998,596.63	1,703,832.00	1,706,832.00	1,112,511.92	65.18
Dept 906 - DEBT SERVICE					
993.350 BOND INTEREST-RURAL DEVELOPMENT	138,604.87	138,000.00	138,000.00	136,063.80	98.60
Total Dept 906 - DEBT SERVICE	138,604.87	138,000.00	138,000.00	136,063.80	98.60
Dept 960 - DEPRECIATION EXPENSE					
968.000 DEPRECIATION EXPENSE	804,613.24	790,000.00	815,000.00	0.00	0.00
Total Dept 960 - DEPRECIATION EXPENSE	804,613.24	790,000.00	815,000.00	0.00	0.00
TOTAL EXPENDITURES	2,667,980.14	4,788,332.00	4,821,332.00	2,090,243.28	43.35
Fund 590 - SEWER FUND:					
TOTAL REVENUES	3,709,552.26	3,298,825.00	3,378,825.00	3,461,137.04	102.44

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	12/31/2024 RMAL (ABNORMAL)	
Fund 590 - SEWER FUND					
TOTAL EXPENDITURES	2,667,980.14	4,788,332.00	4,821,332.00	2,090,243.28	43.35
NET OF REVENUES & EXPENDITURES	1,041,572.12	(1,489,507.00)	(1,442,507.00)	1,370,894.53	95.04

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED	
	12/31/2023	ORIGINAL BUDGET	AMENDED BUDGET	12/31/2024		
	RMAL (ABNORMAL)			RMAL (ABNORMAL)		
Fund 591 - WATER FUND						
Revenues						
Dept 000 - NONE						
476.500	REVENUE-REPLACEMENT METERS	0.00	1,000.00	1,000.00	0.00	0.00
528.000	OTHER FEDERAL GRANTS	0.00	0.00	0.00	1,056,229.77	100.00
539.000	STATE GRANTS	31,137.82	0.00	550,000.00	0.00	0.00
626.000	WATER INSPECTION FEES	8,695.75	5,000.00	5,000.00	6,400.00	128.00
643.000	WATER SALES	1,628,851.39	1,592,175.00	1,592,175.00	1,753,078.11	110.11
643.100	BULK WATER SALES	6,625.00	1,500.00	11,000.00	16,697.75	151.80
643.200	FINAL READ	3,978.00	4,000.00	4,000.00	3,194.10	79.85
643.300	TURN-OFF	4,575.00	4,000.00	4,000.00	5,672.25	141.81
644.000	LATERALS	0.00	2,500.00	2,500.00	0.00	0.00
644.200	BENEFIT FEES	94,510.38	52,500.00	52,500.00	18,844.00	35.89
645.000	CONNECTION FEES	28,538.00	52,500.00	52,500.00	14,987.00	28.55
655.000	FINES & FORFEITURES	18,305.77	20,000.00	20,000.00	16,309.71	81.55
665.000	INTEREST EARNED	125,251.64	120,000.00	190,000.00	193,233.61	101.70
671.000	LEASES - TOWER RENTAL	58,626.66	56,000.00	56,000.00	64,770.53	115.66
672.000	OTHER REVENUE	2,634.01	8,000.00	8,000.00	3,187.33	39.84
673.000	GAIN/LOSS ON SALE OF ASSETS	400.00	0.00	0.00	0.00	0.00
687.000	REFUNDS & REBATES	3,468.58	3,500.00	3,500.00	0.00	0.00
Total Dept 000 - NONE		2,015,598.00	1,922,675.00	2,552,175.00	3,152,604.16	123.53
TOTAL REVENUES		2,015,598.00	1,922,675.00	2,552,175.00	3,152,604.16	123.53
Expenditures						
Dept 536 - WATER/SEWER SYSTEMS						
702.000	SALARIES & WAGES	447,071.32	515,060.00	515,060.00	520,098.34	100.98
702.200	TEMPORARY LABOR	14,973.75	12,480.00	12,480.00	22,177.51	177.70
702.500	OVERTIME	37,092.25	44,900.00	44,900.00	35,821.56	79.78
702.700	LUMP SUM IN LIEU OF STEP	5,075.07	6,120.00	6,120.00	6,134.03	100.23
705.000	LEAVE TIME PAYOUT	0.00	5,900.00	5,900.00	0.00	0.00
710.000	EMPLR FICA CONTR	30,199.41	34,521.00	34,521.00	34,846.09	100.94
711.000	EMPLR MEDICARE CONTR	7,062.16	8,074.00	8,074.00	8,148.93	100.93
711.500	UNEMPLOYMENT	350.01	1,100.00	1,100.00	379.72	34.52
716.000	EMPLR RETIREMENT CONTR	42,670.38	51,900.00	51,900.00	51,433.20	99.10
718.500	HEALTH INSURANCE	150,773.95	177,959.00	177,959.00	172,353.27	96.85
718.700	HEALTH INS-EE CONTRIBUTIONS	(15,359.08)	(21,012.00)	(21,012.00)	(18,220.24)	86.71
719.000	DENTAL INSURANCE	7,684.25	10,273.00	10,273.00	9,054.94	88.14
719.800	VISION INSURANCE	1,065.71	1,501.00	1,501.00	943.43	62.85
719.900	VISION INS-EE CONTRIBUTIONS	(532.70)	(751.00)	(751.00)	(470.61)	62.66
724.000	WORKER'S COMP	5,082.42	6,093.00	6,093.00	5,824.74	95.60
725.000	LIFE AND DISABILITY INSURANCE	2,100.21	2,632.00	2,632.00	2,277.83	86.54
726.000	COMPENSATED ABSENCES	(3,552.51)	0.00	0.00	0.00	0.00
752.000	OFFICE SUPPLIES	493.09	1,600.00	1,600.00	1,300.03	81.25
753.000	PROCESS CHEMICALS/CHLORINE	65,820.55	70,000.00	70,000.00	68,505.59	97.87
754.000	OPERATING SUPPLIES	12,093.27	11,000.00	11,000.00	13,362.21	121.47
759.000	GAS/FUEL	10,103.32	12,000.00	12,000.00	11,300.59	94.17
767.000	UNIFORMS	522.24	2,000.00	2,000.00	1,584.86	79.24
774.100	MXU	6,010.00	7,000.00	7,000.00	0.00	0.00
801.000	PROFESSIONAL & CONTRACTUAL SERVICES	67,895.66	116,350.00	116,350.00	84,918.26	72.99
801.010	LAB FEES	10,571.43	25,000.00	25,000.00	4,902.83	19.61
801.025	HYDRANT FLUSHING	0.00	(10,000.00)	(10,000.00)	0.00	0.00
801.750	WELL HEAD PROTECTION	0.00	500.00	500.00	0.00	0.00
801.800	WATER STUDY	0.00	20,000.00	20,000.00	0.00	0.00
802.100	SOFTWARE SUPPORT/MAINTENANCE AGREEMENTS	2,558.39	2,840.00	2,840.00	2,723.27	95.89
826.000	LEGAL FEES	300.00	10,000.00	10,000.00	0.00	0.00
850.000	COMMUNICATIONS	4,271.71	4,780.00	4,780.00	2,891.30	60.49
851.000	MAIL/POSTAGE	2,235.55	3,700.00	3,700.00	1,749.39	47.28
860.000	TRANSPORTATION/MILEAGE REIMBURSEMENT	707.12	750.00	750.00	474.76	63.30
900.000	PRINTING & PUBLISHING	4,173.16	5,400.00	5,400.00	5,157.61	95.51
920.000	ELECTRIC/NATURAL GAS	152,213.34	180,000.00	180,000.00	149,872.63	83.26
930.000	EQUIPMENT REPAIRS	32,004.72	60,000.00	60,000.00	38,670.19	64.45
930.200	MAINT-GROUNDS	323.25	15,472.00	15,472.00	2,294.43	14.83
930.300	MAINT-BUILDINGS	4,123.98	20,250.00	20,250.00	15,240.73	75.26
933.000	MAINT-VEHICLES	8,268.97	6,000.00	6,000.00	10,417.70	173.63
933.050	MAINT-EQUIPMENT	1,593.94	10,000.00	10,000.00	7,005.64	70.06
933.100	MAINT-WATER WELLS	1,789.62	62,000.00	62,000.00	9,547.97	15.40
933.200	MAINT-TREATMENT PLANTS	18,037.58	15,000.00	15,000.00	13,156.70	87.71
933.300	MAINT-WATER TOWERS	1,783.99	22,000.00	22,000.00	16,432.57	74.69
934.300	OPTO 22 MAINTENANCE	6,607.61	15,000.00	15,000.00	13,999.98	93.33
934.500	MAINT. AGREEMENT ON EQUIPMENT	7,568.24	7,700.00	7,700.00	6,009.86	78.05
940.500	ROYALTIES	5,057.36	5,000.00	5,000.00	5,247.92	104.96
955.000	MISC.	101.00	150.00	150.00	0.00	0.00
957.000	PROFESSIONAL DEVELOPMENT	2,952.50	5,000.00	5,000.00	1,687.50	33.75
957.100	SEMINAR LODGING	255.39	1,000.00	1,000.00	0.00	0.00
957.200	SEMINAR MEALS	72.89	450.00	450.00	0.00	0.00

ACCOUNT DESCRIPTION	END BALANCE	2024		YTD BALANCE	% BDGT USED
	12/31/2023 RMAL (ABNORMAL)	ORIGINAL BUDGET	AMENDED BUDGET	2024 12/31/2024 RMAL (ABNORMAL)	
Fund 591 - WATER FUND					
Expenditures					
957.300 MEMBERSHIP & DUES	338.50	1,200.00	1,200.00	329.00	27.42
962.000 SAFETY	3,507.29	12,000.00	12,000.00	1,826.86	15.22
963.000 PROPERTY/LIABILITY INSURANCE	30,045.62	31,000.00	36,000.00	36,069.41	100.19
969.200 METER REPLACEMENT PROGRAM	25,109.79	30,000.00	30,000.00	29,220.19	97.40
969.300 HOOKUP LABOR & MATERIAL	20,922.70	60,000.00	60,000.00	16,322.17	27.20
972.000 CAPITAL PROJECTS-WATER SYSTEM	155.45	2,550,154.00	2,550,154.00	364,683.10	14.30
972.001 CAPITAL PROJECTS-DWSRF-WELL	0.00	0.00	0.00	181,460.38	100.00
972.002 CAPITAL PROJECTS-DWSRF-WATERMAIN	0.00	0.00	0.00	1,938,792.17	100.00
972.003 CAPITAL PROJECTS-DWSRF-WTR PLANT	0.00	0.00	0.00	434,717.66	100.00
972.004 CAPITAL PROJECTS-DWSRF-LEAD SERVICE LINE	0.00	0.00	0.00	15,917.53	100.00
977.000 NEW EQUIPMENT PURCHASE	9,056.73	17,500.00	22,500.00	20,069.28	89.20
980.000 NEW OFFICE EQUIPMENT & FURNITURE	542.10	1,000.00	1,000.00	393.61	39.36
980.100 NEW COMPUTER HARDWARE & SOFTWARE	5,615.77	8,500.00	8,500.00	2,794.32	32.87
Total Dept 536 - WATER/SEWER SYSTEMS	1,257,560.42	4,276,046.00	4,286,046.00	4,381,852.94	102.24
Dept 906 - DEBT SERVICE					
993.002 BOND INTEREST - (2010 WATER)	42,745.26	39,600.00	39,600.00	38,356.31	96.86
993.800 BOND ISSUE COST AMORTIZATION	1,578.75	1,579.00	1,579.00	1,578.75	99.98
993.900 BOND - PAYING AGENT FEES	750.00	750.00	850.00	825.00	97.06
Total Dept 906 - DEBT SERVICE	45,074.01	41,929.00	42,029.00	40,760.06	96.98
Dept 960 - DEPRECIATION EXPENSE					
968.000 DEPRECIATION EXPENSE	433,944.19	430,000.00	445,000.00	0.00	0.00
Total Dept 960 - DEPRECIATION EXPENSE	433,944.19	430,000.00	445,000.00	0.00	0.00
TOTAL EXPENDITURES	1,736,578.62	4,747,975.00	4,773,075.00	4,422,613.00	92.66
Fund 591 - WATER FUND:					
TOTAL REVENUES	2,015,598.00	1,922,675.00	2,552,175.00	3,152,604.16	123.53
TOTAL EXPENDITURES	1,736,578.62	4,747,975.00	4,773,075.00	4,422,613.00	92.66
NET OF REVENUES & EXPENDITURES	279,019.38	(2,825,300.00)	(2,220,900.00)	(1,270,008.84)	57.18
TOTAL REVENUES - ALL FUNDS	10,512,907.64	10,787,500.00	11,775,800.00	12,357,722.19	104.94
TOTAL EXPENDITURES - ALL FUNDS	8,057,497.85	16,343,936.00	14,698,549.00	10,071,831.21	68.52
NET OF REVENUES & EXPENDITURES	2,455,409.79	(5,556,436.00)	(2,922,749.00)	2,285,890.98	78.21

Policy Governance Executive Limitations Evaluation Form

A tool to be used by individual Board members as they evaluate the internal monitoring reports

Policy being monitored: **2.5 – Financial Conditions & Activities**

- 1. Was this report submitted when due? Yes No
 - 2. Did the report lay out the Manager’s interpretation or an operational definition of the policy? Yes No
 - 3. Is the interpretation justified or is proof provided to explain why the interpretation is reasonable? Yes No
 - 4. Was I convinced that the interpretation is justified and reasonable? Yes No
 - 5. Did the interpretation address all aspects of the policy? Yes No
 - 6. Does the data show compliance with the Manager’s interpretation of our policy? Yes No
-

Comments regarding further policy development:

- 1. Is there any area regarding this policy that you worry about that is not clearly addressed in existing policy?

- 2. What policy language would you like to see incorporated to address your concern?

Signature and date of Board member _____



REQUEST FOR TOWNSHIP BOARD ACTION

To: Board of Trustees	DATE: January 15, 2025
FROM: Mark Stuhldreher, Township Manager	DATE FOR BOARD CONSIDERATION: 1/22/2025
ACTION REQUESTED: Board of Trustees annual review of Board Governance Policy No. 3.1 – Governing Style	

Current Action Emergency

Funds Budgeted: If Yes Account # _____ No N/A

Finance Approval _____ *MDS* _____

BACKGROUND INFORMATION

The Board Governance Policy was originally adopted in 2010 with subsequent amendments in the intervening years and as recently as earlier this year. The purpose of the Policy is to assist the Board of Trustees in the execution of their duties as a policy making body. Through the articulation of various policies within the totality of the document, the Board of Trustees is encouraged to focus on long-term organizational outputs and the discharge of its fiduciary responsibilities.

Certain policies, such as Policy 3.1 (Governing Style), are to be reviewed and monitored for compliance on an annual basis. Policy 3.1 is to be reviewed annually in January.

Board Policy 3.1– Governing Style

At the highest level, the Policy states:

The Board will govern with an emphasis on (a) outward vision rather than an internal preoccupation, (b) encouragement of diversity in viewpoints, (c) strategic leadership more than administrative detail, (d) clear distinction of board and chief executive roles, (e) collective rather than individual decisions, (f) future rather than past or present, and (g) proactively rather than reactivity.

Attached is a complete copy of Policy 3.1 and an evaluation form that can be used for the review/discussion of Policy No. 3.1

SCOPE OF SERVICES

Not applicable

JUSTIFICATION

An annual review of Board Policies allows for the Board of Trustees to monitor itself regarding adherence to existing policies that apply to the Board of Trustees and to review if the policy itself needs any updating.

PROJECT IMPROVEMENTS

The following Board of Trustees goals are addressed in this review (From Policy 1.0: Global End)

- Community well-being and common good

- Prosperity through economic diversity, cultural diversity, and social diversity
- Health and Safety
- Natural environment
- Commerce

COSTS

Not applicable

PROJECT TIME TABLE

Not applicable

RESOLUTION

Not applicable

3.1 POLICY TITLE: *GOVERNING STYLE*

The board will govern with an emphasis on (a) outward vision rather than an internal preoccupation, (b) encouragement of diversity in viewpoints, (c) strategic leadership more than administrative detail, (d) clear distinction of board and chief executive roles, (e) collective rather than individual decisions, (f) future rather than past or present, and (g) proactively rather than reactivity.

On any issue, the Board must ensure that all divergent views are considered in making decisions yet must resolve into a single organizational position.

Accordingly:

- 3.1.1 The board will cultivate a sense of group responsibility. The board, not the staff, will be responsible for excellence in *governing*. The board will be the initiator of policy, not merely a reactor to staff initiatives. The board may use the expertise of individual members to enhance the ability of the board as a body, rather than to substitute the individual judgments for the board's values.
- 3.1.2 The board will direct, control, and inspire the organization through the careful establishment of broad written policies reflecting the board's values and perspectives. The board's major policy focus will be on the intended long-term impacts outside the organization, not on the administrative or programmatic means of attaining those effects.
- 3.1.3 The board will enforce upon itself whatever discipline is needed to govern with excellence. Discipline will apply to matters such as attendance, preparation for meetings, policymaking principles, respect of roles, and ensuring the continuance of governance capability. Although the board can change its governance process policies at any time, it will observe them scrupulously while in force.
 - 3.1.3.1 In accordance with this discipline, the board will only allow itself to address a topic after it has answered these questions:
 - A. Whose issue is this? Is it the Board's or the Township Manager's?
 - B. Has the board dealt with this subject in a policy? If so, what has the board already said on this subject and how is this issue related? If the board has already addressed the matter, does the board wish to change what it has already said?
 - C. If the matter is several levels below board level, what is the broadest way to address this issue so that it is still under existing board policy? Does that policy suffice to deal with our concern?
 - 3.1.3.2 It is out of order for board members to talk about content until these questions of appropriateness are settled.
- 3.1.4 Continual board development will include orientation of new board members in the board's governance process and periodic board discussion of process improvement.

- 3.1.5 The board will allow no officer, individual or committee of the board to hinder or be an excuse for not fulfilling its commitments.

- 3.1.6 The board will monitor and discuss the board's process and performance at each meeting. Self-monitoring will include comparison of board activity and discipline to policies in the Governance Process and Board-Township Management Linkage categories.

Use this evaluation form for discussion at the Board of Trustees Meeting on January 22, 2025.

Review all sections of the policy listed and evaluate board compliance with policy.

1. Indicate item by item if you believe the Board is in strict compliance with the policy as stated.

2. If you indicated that the Board is not in strict compliance with the policy as stated, please indicate what you notice that gives evidence that the Board is not in compliance.

3. How do you think the Board could improve the process to be in full compliance?

4. What does the Board need to learn or discuss in order to live by the policies more completely?