

**ONEKAMA TOWNSHIP BOARD REGULAR MEETING
WEDNESDAY, JUNE 8, 2022, 4 P.M.
AGENDA**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ATTENDANCE

MINUTES

Regular Board Meeting Minutes of May 11 , 2022

Special Board Meeting Minutes of May 25, 2022

AMEND AGENDA

PUBLIC COMMENT

CLERK'S REPORT

Revenue & Expense Report

Trial Balance

Ballot Verbiage

TREASURER'S REPORT

Treasurer's Report

Cash Investments

COUNTY COMMISSIONERS

Jeff Dontz

Pauline Jaquish

NEW BUSINESS

Budget Amendments

UNFINISHED BUSINESS

Website Update

Township Excess Property Update

Devoe

Portage Point Inn

REPORTS OF BOARDS AND COMMITTEES:

RECYCLE

Property update

FIRE

Report

ROADS

Update on MCRC Meeting

PLANNING COMMISSION

Report

ZBA

ZONING

Reports

ASSESSOR

HARBOR COMMISSION

Resignation

PARKS & RECREATION

Report

Applications

INVASIVE SPECIES

Applications

WATERSHED

PLA

PUBLIC COMMENT

CORRESPONDENCE

BILLS TO BE PAID

ADJOURN

**ONEKAMA TOWNSHIP
BOARD REGULAR MEETING
WEDNESDAY, MAY 11, 2022
4:00 PM**

Meeting called to order by Supervisor David Meister at 4:00 p.m.

Pledge of Allegiance

Attendance: Bob Blackmore, Ed Bradford, and David Meister.

MINUTES: Minutes of the Regular Board Meeting of April 13, 2022: **MOTION** by Blackmore, Second by Bradford to approve the minutes of the Regular Board Meeting of April 13, 2022 as submitted. M/C.

AGENDA: No changes to the agenda.

PUBLIC COMMENT: Comments and a letter were received from Libby Schleifarth about her confusion on whether the meeting was being held since the Clerk's office was closed for COVID. Comments from Armin Schleifarth regarding Township email protocols.

CLERK'S REPORT: Included in packet, no questions. Meister reviewed the resolution for the fire and rescue millage. The deadline for the August ballot had passed so it was suggested to table until the next meeting. **MOTION** by Blackmore, second by Bradford to table consideration until the next meeting.

TREASURER'S REPORT: Included in packet, no questions. Bradford mentioned the upcoming tax bills and the need for a newsletter. Meister suggested topics such as surplus property, upcoming fire and rescue millage, property values and the ongoing property reappraisal.

COUNTY COMMISSIONERS: Jeff Dontz provided an update. The County Commission did not have a regular meeting but did have a special meeting to approve the 911 millage request for the August ballot. He had checked with Sean Adams on the pager issue mentioned last month and said there didn't seem to be any issues. This will require further discussion. The County received nineteen ARPA funding requests for the spring round. County needs are likely to use up more than half of the funding. Another round of applications will be in the fall. A rail relocation meeting was held May 9. The County has hired Fishbeck to help with the process. There is a possibility of more funding thru SB 565. The Hampton Inn in Manistee is under construction.

NEW BUSINESS: Schedule special meeting to discuss the lake manager's report for May 25th at 4:00PM.

UNFINISHED BUSINESS:

By-Laws Update: Board discussed the proposed bylaws. Bradford mentioned a minor change to the special meeting section(s) the attorney suggested after the packet had been distributed. Armin Schleifarth (speaking about the Watershed Forever) objected to Section 5, #3 in the Invasive Species bylaws and asked that it be removed. Blackmore commented that the bylaws were overdue and the proposed bylaws were appropriate and could be amended at a later date if needed. Motion by Blackmore, Second by Bradford to accept the bylaws for the Parks and Recreation Committee, Harbor Commission and Invasive Species Committee with the attorney changes and the removal of Section 5, #3 from the Invasive Species Committee. M\C.

Mike DeVoe Consent Agreement: Meister reported that Mike's attorney's partner's wife had died, and this had delayed progress. He has discussed the agreement with Tom Grier and the Township will be pushing for a final signed agreement, or the matter will have to go to court.

PPI Blight Clean-Up: Katie Mehl is going to work with Jim Trout to review the PPI Special Use Permit and see what exactly is allowed to be stored on the former ball-diamond. Larry Gibson, County enforcement agent, will follow-up after a determination is made as to what, if any, violations are present. There was a question as to when the PPI Special Use Permit expires; June was mentioned, needs clarification.

Cook Consent Agreement: This has been signed by all parties. Meister read a non-privileged letter from the Road Commission's attorney opining that Portage Point Drive has a 40' ROW as built.

Survey Road End Recommendations: Blackmore and Bradford spent three hours touring the ten road ends that had been surveyed last fall. A few need one or more of the galvanized public access posts installed\replaced. In addition, standard metal fence posts will be added to preserve the survey points in a few spots. There was discussion that the Road-End ordinance may need to be updated to redesignate some of the public access sites which are not conducive for access to observation areas. The one near Camp Little Eden was mentioned as an example.

REPORTS OF BOARDS AND COMMITTEES:

RECYCLE: No report

FIRE: No report. Blackmore mentioned that we had received a notice of intent from FEMA to fund \$50,000 toward the purchase of replacement air bottles\packs.

ROADS: Blackmore, Township liaison to the Road Commission, explained that the Township has no jurisdiction over roads in the Township; instead, we partner with the Road Commission on projects per Road Commission policies. Normal repair and maintenance is the responsibility of the Road Commission. Several miles of roads were re-graveled in 2021. The Road Commission rates our roads using the PASER system and uses that data to advise the Township on potential projects. They are currently preparing a list of chip seal projects.

PLANNING COMMISSION: Three public hearings will be held on May 19 at 7:00 PM. The first is for a commercial kitchen\farm market. The second is for changes to guest houses\guest dwellings. The third is for non-substantive changes to temporary dwellings on vacant parcels.

ZONING: Report attached. Bradford to speak to Mehl about reformatting the report so it is easier to read. Meister announced that he had resigned as land division officer for the Village.

ASSESSOR: Meister discussed the transition to Great Lakes Assessing, who will be available five days a week to take calls. He mentioned the required 20% re-appraisal process will be getting started. Property owners will be receiving a postcard informing them of this. Property owner's can deny the assessor's request to go on their property.

HARBOR COMMISSION: There was a recent stakeholder meeting with the Army Corps of Engineers. The low areas on the south pier were discussed. No wake signs should be up by Memorial Day. A question about the previously suggested local no-wake ordinance was asked; board consensus for no local ordinance.

INVASIVE SPECIES: Special meeting will be scheduled to review lake manager's report.

WATERSHED: No report. Armin Schleifarth did mention that the watershed group will be launching a new website and looking for a consultant to advise on the best way to move the group forward. Bob mentioned the two artesian wells are sampled annually by the Township.

PARKS & RECREATION: Report and proposed summer employee procedures and job description\advertisement were included in packet and discussed. **MOTION** by Blackmore, Second by Bradford to proceed with the hiring of a summer worker and that Blackmore be part of the interview team. M/C. Discussed butterfly rearing kits for student workshops. **MOTION** by Blackmore, Second by Bradford to approve \$210 to purchase the kits, which were anticipated in the budget. Discussed the Township Board needing to approve the annual line-up of events; no determination made.

PLA: No report.

PUBLIC COMMENT

CORRESPONDENCE

BILLS TO BE PAID: **MOTION** by Blackmore, Second by Bradford to pay all regular and incoming bills for May. M/C.

Meeting adjourned at 5:45 p.m.

**ONEKAMA TOWNSHIP
BOARD SPECIAL MEETING
WEDNESDAY, MAY 25, 2022
4:00 PM**

Meeting called to order by Supervisor David Meister at 4:00 p.m.

Pledge of Allegiance

Attendance: Bob Blackmore, Allen Taylor, Ed Bradford, Shelli Johnson, and Meister. Also in attendance is Bre Grabill, Environmental Specialist, PLM Lake and Land Management Corp.

AMEND AGENDA: Parks & Rec Hold Harmless Clause

PUBLIC COMMENT: None

PLM MANAGER'S REPORT: Grabill had a presentation for the 2021 Portage Lake Lake Management Plan that was prepared for Onekama Township and the Invasive Species Committee that she reviewed with the Board Members and the Public in attendance. She provided a power point presentation and explained the current conditions in the lake. Those conditions included the water quality monitoring and how it is performed and testing locations. The pH, total alkalinity, Conductivity and total dissolved solids were gone over, Total Phosphorus and tributaries, springs, and deep hole basins were discussed to answer some of the questions that were brought forth. Question was raised on areas of sandy bottom so aquatic plants and vegetation management of an aging lake was explained and discussed. Grabill had management recommendations to the Board for 2022, along with a product explanation guide for review. She presented treatment maps in comparison **from 161 acres in 2009 compared to 6.5 acres in 2021 for Eurasian watermilfoil**. If anyone would like to read the report, it is available at the Township Office for viewing.

FIREWORKS: Motion by Blackmore, Second by Johnson to approve the Fire Works Permit for Onekama Days. M/C

PUBLIC COMMENT: Board members would like to hold a meeting each year to review this report and go over it with the public to get questions and input. Suggestion from the public was made to continue the monitoring throughout the winter. Grabill stated that the thickness of the ice impacts the lack of growth of the lake bottom plants, and she would also like to continue that monitoring.

Meeting adjourned 6:14 p.m.

Shelli Johnson, Clerk

User: SHELLI

PERIOD ENDING 05/31/2021

DB: Onekama Twp

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2021 NORMAL (ABNORMAL)	MONTH 05/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-402.000	CURRENT PROPERTY TAXES	255,000.00	0.00	0.00	255,000.00	0.00
101-000-411.000	DELINQUENT PROPERTY TAXES	10,000.00	0.00	0.00	10,000.00	0.00
101-000-445.000	PENALTIES AND INTEREST ON TAXES	0.00	0.00	0.00	0.00	0.00
101-000-447.000	PROPERTY TAX ADMINISTRATION FEE	68,000.00	0.00	0.00	68,000.00	0.00
101-000-448.000	SUMMER TAX COLLECTION FEE	8,000.00	0.00	0.00	8,000.00	0.00
101-000-451.000	SPECIAL ASSESSMENTS	73,500.00	0.00	0.00	73,500.00	0.00
101-000-476.000	BUSINESS LICENSE AND PERMITS	1,000.00	1,100.00	700.00	(100.00)	110.00
101-000-478.000	LAND AND SPECIAL USE PERMITS	5,750.00	2,205.00	250.00	3,545.00	38.35
101-000-479.000	VARIANCE AND APPEALS	1,000.00	0.00	0.00	1,000.00	0.00
101-000-480.000	CEMETERY FEES	400.00	100.00	100.00	300.00	25.00
101-000-502.000	FEDERAL GRANTS	0.00	0.00	0.00	0.00	0.00
101-000-528.000	FEDERAL GRANTS - OTHER	0.00	0.00	0.00	0.00	0.00
101-000-540.000	STATE GRANTS	76,000.00	0.00	0.00	76,000.00	0.00
101-000-541.000	LIQUOR LICENSE REVENUE	0.00	0.00	0.00	0.00	0.00
101-000-542.000	METRO ACT REVENUE	5,000.00	0.00	0.00	5,000.00	0.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION AUTHORITY	800.00	0.00	0.00	800.00	0.00
101-000-574.000	STATE REVENUE SHARING	83,000.00	13,812.00	13,812.00	69,188.00	16.64
101-000-626.000	CHARGE FOR SERVICES	0.00	8.00	8.00	(8.00)	100.00
101-000-642.000	SALES	0.00	0.00	0.00	0.00	0.00
101-000-665.000	INTEREST INCOME	300.00	140.32	70.78	159.68	46.77
101-000-667.000	RENTAL INCOME	0.00	0.00	0.00	0.00	0.00
101-000-668.000	ROYALTIES	1,500.00	219.14	0.00	1,280.86	14.61
101-000-674.000	DONATIONS	500.00	1.01	1.01	498.99	0.20
101-000-675.000	LOCAL GRANTS	0.00	0.00	0.00	0.00	0.00
101-000-676.000	REIMBURSEMENT TO TWP	0.00	0.00	0.00	0.00	0.00
101-000-684.000	OTHER REVENUE	2,000.00	0.00	0.00	2,000.00	0.00
101-000-693.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
101-000-699.000	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
Total Dept 000		591,750.00	17,585.47	14,941.79	574,164.53	2.97
TOTAL REVENUES		591,750.00	17,585.47	14,941.79	574,164.53	2.97
Expenditures						
Dept 000						
101-000-718.000	SUTA	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
Dept 101 - TOWNSHIP BOARD						
101-101-702.000	WAGES	16,600.00	2,775.04	1,407.52	13,824.96	16.72
101-101-715.000	SOCIAL SECURITY	1,200.00	212.31	107.69	987.69	17.69
101-101-727.000	SUPPLIES	10,000.00	0.00	0.00	10,000.00	0.00
101-101-801.000	PROFESSIONAL SERVICES	11,000.00	0.00	0.00	11,000.00	0.00
101-101-802.000	CONTRACTUAL SERVICES	10,000.00	1,728.00	1,728.00	8,272.00	17.28
101-101-860.000	MILEAGE	500.00	55.20	0.00	444.80	11.04
101-101-900.000	PUBLISHING	5,000.00	490.20	361.20	4,509.80	9.80
101-101-921.000	LIGHTING	5,000.00	644.26	306.65	4,355.74	12.89
101-101-930.000	REPAIRS AND MAINTENANCE	3,000.00	0.00	0.00	3,000.00	0.00
101-101-955.000	OTHER EXPENSE	5,000.00	0.00	0.00	5,000.00	0.00
101-101-956.000	TRAINING & EDUCATION	2,700.00	0.00	0.00	2,700.00	0.00
101-101-957.000	MEMBERSHIP DUES	3,000.00	2,891.36	2,891.36	108.64	96.38
101-101-958.000	INSURANCE	3,000.00	0.00	0.00	3,000.00	0.00

PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2021	MONTH 05/31/2021	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-101-971.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
101-101-995.000	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
Total Dept 101 - TOWNSHIP BOARD		76,000.00	8,796.37	6,802.42	67,203.63	11.57
Dept 171 - SUPERVISOR						
101-171-702.000	WAGES	13,100.00	2,145.84	1,072.92	10,954.16	16.38
101-171-715.000	SOCIAL SECURITY	1,000.00	164.16	82.08	835.84	16.42
101-171-727.000	SUPPLIES	2,400.00	0.00	0.00	2,400.00	0.00
101-171-860.000	MILEAGE	500.00	0.00	0.00	500.00	0.00
101-171-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
101-171-956.000	TRAINING & EDUCATION	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 171 - SUPERVISOR		18,000.00	2,310.00	1,155.00	15,690.00	12.83
Dept 215 - CLERK						
101-215-702.000	WAGES	34,948.00	5,165.93	2,236.59	29,782.07	14.78
101-215-715.000	SOCIAL SECURITY	2,700.00	395.18	171.08	2,304.82	14.64
101-215-727.000	SUPPLIES	3,202.00	1,413.00	0.00	1,789.00	44.13
101-215-801.000	PROFESSIONAL SERVICES	3,000.00	0.00	0.00	3,000.00	0.00
101-215-860.000	MILEAGE	5,000.00	0.00	0.00	5,000.00	0.00
101-215-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
101-215-956.000	TRAINING & EDUCATION	500.00	0.00	0.00	500.00	0.00
101-215-957.000	MEMBERSHIP DUES	150.00	0.00	0.00	150.00	0.00
101-215-971.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total Dept 215 - CLERK		49,500.00	6,974.11	2,407.67	42,525.89	14.09
Dept 247 - BOARD OF REVIEW						
101-247-702.000	WAGES	1,700.00	320.00	0.00	1,380.00	18.82
101-247-715.000	SOCIAL SECURITY	150.00	24.48	0.00	125.52	16.32
101-247-727.000	SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-247-860.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
101-247-900.000	PUBLISHING	500.00	0.00	0.00	500.00	0.00
101-247-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
101-247-956.000	TRAINING & EDUCATION	650.00	0.00	0.00	650.00	0.00
Total Dept 247 - BOARD OF REVIEW		3,000.00	344.48	0.00	2,655.52	11.48
Dept 253 - TREASURER						
101-253-702.000	WAGES	33,460.00	4,677.93	2,392.09	28,782.07	13.98
101-253-715.000	SOCIAL SECURITY	2,560.00	357.88	183.02	2,202.12	13.98
101-253-727.000	SUPPLIES	1,400.00	0.00	0.00	1,400.00	0.00
101-253-801.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
101-253-802.000	CONTRACTUAL SERVICES	12,000.00	0.00	0.00	12,000.00	0.00
101-253-860.000	MILEAGE	80.00	0.00	0.00	80.00	0.00
101-253-900.000	PUBLISHING	0.00	0.00	0.00	0.00	0.00
101-253-955.000	OTHER EXPENSE	500.00	0.00	0.00	500.00	0.00
101-253-956.000	TRAINING & EDUCATION	0.00	0.00	0.00	0.00	0.00
101-253-957.000	MEMBERSHIP DUES	0.00	30.00	0.00	(30.00)	100.00
101-253-971.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2021 NORMAL (ABNORMAL)	MONTH 05/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 253 - TREASURER		50,000.00	5,065.81	2,575.11	44,934.19	10.13
Dept 257 - ASSESSOR						
101-257-702.000	WAGES	5,000.00	1,000.00	500.00	4,000.00	20.00
101-257-715.000	SOCIAL SECURITY	400.00	76.50	38.25	323.50	19.13
101-257-727.000	SUPPLIES	6,600.00	0.00	0.00	6,600.00	0.00
101-257-802.000	CONTRACTUAL SERVICES	42,000.00	6,766.16	6,766.16	35,233.84	16.11
101-257-860.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
101-257-900.000	PUBLISHING	0.00	0.00	0.00	0.00	0.00
101-257-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
101-257-956.000	TRAINING & EDUCATION	0.00	0.00	0.00	0.00	0.00
101-257-971.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total Dept 257 - ASSESSOR		54,000.00	7,842.66	7,304.41	46,157.34	14.52
Dept 262 - ELECTIONS						
101-262-702.000	WAGES	20,200.00	0.00	0.00	20,200.00	0.00
101-262-715.000	SOCIAL SECURITY	250.00	0.00	0.00	250.00	0.00
101-262-727.000	SUPPLIES	10,000.00	0.00	0.00	10,000.00	0.00
101-262-802.000	CONTRACTUAL SERVICES	1,550.00	0.00	0.00	1,550.00	0.00
101-262-860.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
101-262-900.000	PUBLISHING	0.00	0.00	0.00	0.00	0.00
101-262-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
101-262-956.000	TRAINING & EDUCATION	0.00	0.00	0.00	0.00	0.00
Total Dept 262 - ELECTIONS		32,000.00	0.00	0.00	32,000.00	0.00
Dept 265 - BUILDING & GROUNDS						
101-265-702.000	WAGES	5,000.00	756.00	336.00	4,244.00	15.12
101-265-715.000	SOCIAL SECURITY	400.00	57.83	25.70	342.17	14.46
101-265-727.000	SUPPLIES	10,000.00	1,378.37	114.57	8,621.63	13.78
101-265-802.000	CONTRACTUAL SERVICES	22,600.00	4,524.77	617.77	18,075.23	20.02
101-265-920.000	UTILITIES	12,000.00	1,055.95	520.56	10,944.05	8.80
101-265-930.000	REPAIRS AND MAINTENANCE	2,000.00	206.43	0.00	1,793.57	10.32
101-265-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
101-265-958.000	INSURANCE	14,000.00	0.00	0.00	14,000.00	0.00
101-265-971.000	CAPITAL OUTLAY	40,000.00	0.00	0.00	40,000.00	0.00
Total Dept 265 - BUILDING & GROUNDS		106,000.00	7,979.35	1,614.60	98,020.65	7.53
Dept 266 - ATTORNEY						
101-266-803.000	ATTORNEY	35,400.00	1,512.00	812.00	33,888.00	4.27
Total Dept 266 - ATTORNEY		35,400.00	1,512.00	812.00	33,888.00	4.27
Dept 330 - LIQUOR LAW ENFORCEMENT						
101-330-702.000	WAGES	1,200.00	200.00	100.00	1,000.00	16.67
101-330-715.000	SOCIAL SECURITY	300.00	15.29	7.65	284.71	5.10
101-330-727.000	SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-330-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2021 NORMAL (ABNORMAL)	MONTH 05/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 330 - LIQUOR LAW ENFORCEMENT		1,500.00	215.29	107.65	1,284.71	14.35
Dept 536 - SANITARY SEWER						
101-536-801.000	PROFESSIONAL SERVICES	40,000.00	19,173.87	8,129.16	20,826.13	47.93
101-536-802.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
101-536-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
Total Dept 536 - SANITARY SEWER		40,000.00	19,173.87	8,129.16	20,826.13	47.93
Dept 567 - CEMETERY						
101-567-702.000	WAGES	0.00	0.00	0.00	0.00	0.00
101-567-727.000	SUPPLIES	0.00	300.00	0.00	(300.00)	100.00
101-567-802.000	CONTRACTUAL SERVICES	30,000.00	860.00	860.00	29,140.00	2.87
101-567-860.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
101-567-930.000	REPAIRS AND MAINTENANCE	10,000.00	0.00	(500.00)	10,000.00	0.00
101-567-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
101-567-956.000	TRAINING & EDUCATION	0.00	0.00	0.00	0.00	0.00
101-567-957.000	MEMBERSHIP DUES	0.00	0.00	0.00	0.00	0.00
101-567-971.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total Dept 567 - CEMETERY		40,000.00	1,160.00	360.00	38,840.00	2.90
Dept 701 - PLANNING COMMISSION						
101-701-702.000	WAGES	7,500.00	530.00	360.00	6,970.00	7.07
101-701-715.000	SOCIAL SECURITY	500.00	43.60	30.60	456.40	8.72
101-701-727.000	SUPPLIES	200.00	174.90	0.00	25.10	87.45
101-701-801.000	PROFESSIONAL SERVICES	15,000.00	0.00	0.00	15,000.00	0.00
101-701-860.000	MILEAGE	500.00	0.00	0.00	500.00	0.00
101-701-900.000	PUBLISHING	5,000.00	548.25	270.90	4,451.75	10.97
101-701-955.000	OTHER EXPENSE	300.00	0.00	0.00	300.00	0.00
101-701-956.000	TRAINING & EDUCATION	0.00	40.00	40.00	(40.00)	100.00
101-701-957.000	MEMBERSHIP DUES	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 701 - PLANNING COMMISSION		30,000.00	1,336.75	701.50	28,663.25	4.46
Dept 702 - ZONING						
101-702-702.000	WAGES	1,200.00	0.00	0.00	1,200.00	0.00
101-702-715.000	SOCIAL SECURITY	100.00	0.00	0.00	100.00	0.00
101-702-727.000	SUPPLIES	0.00	65.00	65.00	(65.00)	100.00
101-702-802.000	CONTRACTUAL SERVICES	31,000.00	0.00	0.00	31,000.00	0.00
101-702-860.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
101-702-900.000	PUBLISHING	300.00	0.00	0.00	300.00	0.00
101-702-955.000	OTHER EXPENSE	4,000.00	0.00	0.00	4,000.00	0.00
101-702-956.000	TRAINING & EDUCATION	500.00	0.00	0.00	500.00	0.00
Total Dept 702 - ZONING		37,100.00	65.00	65.00	37,035.00	0.18
Dept 751 - PARKS & RECREATION						
101-751-727.000	SUPPLIES	2,500.00	1,154.31	1,154.31	1,345.69	46.17
101-751-801.000	PROFESSIONAL SERVICES	18,000.00	120.00	120.00	17,880.00	0.67
101-751-802.000	CONTRACTUAL SERVICES	34,500.00	3,509.70	1,741.78	30,990.30	10.17

User: SHELLI

PERIOD ENDING 05/31/2021

DB: Onekama Twp

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2021 NORMAL (ABNORMAL)	MONTH 05/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-751-920.000	UTILITIES	0.00	0.00	0.00	0.00	0.00
101-751-921.000	LIGHTING	0.00	58.85	29.72	(58.85)	100.00
101-751-930.000	REPAIRS AND MAINTENANCE	27,000.00	2,422.47	1,871.47	24,577.53	8.97
101-751-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
101-751-971.000	CAPITAL OUTLAY	146,000.00	0.00	0.00	146,000.00	0.00
Total Dept 751 - PARKS & RECREATION		228,000.00	7,265.33	4,917.28	220,734.67	3.19
Dept 880 - INVASIVE SPECIES						
101-880-802.000	CONTRACTUAL SERVICES	75,000.00	0.00	0.00	75,000.00	0.00
101-880-955.000	OTHER EXPENSE	0.00	50.00	50.00	(50.00)	100.00
Total Dept 880 - INVASIVE SPECIES		75,000.00	50.00	50.00	74,950.00	0.07
TOTAL EXPENDITURES		875,500.00	70,091.02	37,001.80	805,408.98	8.01
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		591,750.00	17,585.47	14,941.79	574,164.53	2.97
TOTAL EXPENDITURES		875,500.00	70,091.02	37,001.80	805,408.98	8.01
NET OF REVENUES & EXPENDITURES		(283,750.00)	(52,505.55)	(22,060.01)	(231,244.45)	18.50

PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2021 NORMAL (ABNORMAL)	MONTH 05/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 204 - ROAD FUND						
Revenues						
Dept 000						
204-000-402.000	CURRENT PROPERTY TAXES	170,000.00	0.00	0.00	170,000.00	0.00
204-000-411.000	DELINQUENT PROPERTY TAXES	7,000.00	7,423.99	7,423.99	(423.99)	106.06
204-000-665.000	INTEREST INCOME	100.00	87.87	44.66	12.13	87.87
204-000-676.000	REIMBURSEMENT TO TWP	0.00	0.00	0.00	0.00	0.00
204-000-684.000	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
Total Dept 000		177,100.00	7,511.86	7,468.65	169,588.14	4.24
TOTAL REVENUES		177,100.00	7,511.86	7,468.65	169,588.14	4.24
Expenditures						
Dept 000						
204-000-727.000	SUPPLIES	0.00	0.00	0.00	0.00	0.00
204-000-801.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
204-000-930.000	REPAIRS AND MAINTENANCE	200,000.00	0.00	0.00	200,000.00	0.00
204-000-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
Total Dept 000		200,000.00	0.00	0.00	200,000.00	0.00
TOTAL EXPENDITURES		200,000.00	0.00	0.00	200,000.00	0.00
Fund 204 - ROAD FUND:						
TOTAL REVENUES		177,100.00	7,511.86	7,468.65	169,588.14	4.24
TOTAL EXPENDITURES		200,000.00	0.00	0.00	200,000.00	0.00
NET OF REVENUES & EXPENDITURES		(22,900.00)	7,511.86	7,468.65	(30,411.86)	32.80

User: SHELLI

PERIOD ENDING 05/31/2021

DB: Onekama Twp

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2021 NORMAL (ABNORMAL)	MONTH 05/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 206 - FIRE FUND						
Revenues						
Dept 000						
206-000-402.000	CURRENT PROPERTY TAXES	170,000.00	0.00	0.00	170,000.00	0.00
206-000-411.000	DELINQUENT PROPERTY TAXES	7,000.00	0.00	0.00	7,000.00	0.00
206-000-626.000	CHARGE FOR SERVICES	0.00	0.00	0.00	0.00	0.00
206-000-626.001	FIRE AND RESCUE CHARGES	9,000.00	1,500.00	750.00	7,500.00	16.67
206-000-642.000	SALES	100.00	0.00	0.00	100.00	0.00
206-000-665.000	INTEREST INCOME	150.00	101.53	50.50	48.47	67.69
206-000-674.000	DONATIONS	1,000.00	150.00	0.00	850.00	15.00
206-000-675.000	LOCAL GRANTS	5,000.00	0.00	0.00	5,000.00	0.00
206-000-676.000	REIMBURSEMENT TO TWP	0.00	0.00	0.00	0.00	0.00
206-000-684.000	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
Total Dept 000		192,250.00	1,751.53	800.50	190,498.47	0.91
TOTAL REVENUES		192,250.00	1,751.53	800.50	190,498.47	0.91
Expenditures						
Dept 000						
206-000-702.000	WAGES	35,000.00	5,042.48	1,984.56	29,957.52	14.41
206-000-715.000	SOCIAL SECURITY	3,000.00	385.75	151.82	2,614.25	12.86
206-000-718.000	SUTA	0.00	0.00	0.00	0.00	0.00
206-000-727.000	SUPPLIES	10,000.00	8,606.94	6,851.52	1,393.06	86.07
206-000-728.000	SUPPLIES - MEDICAL & SAFETY	15,000.00	8,332.14	8,332.14	6,667.86	55.55
206-000-801.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
206-000-803.000	ATTORNEY	0.00	0.00	0.00	0.00	0.00
206-000-860.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
206-000-880.000	ADVERTISING AND PROMOTION	1,000.00	0.00	0.00	1,000.00	0.00
206-000-920.000	UTILITIES	8,000.00	886.30	411.38	7,113.70	11.08
206-000-930.000	REPAIRS AND MAINTENANCE	7,000.00	940.30	744.08	6,059.70	13.43
206-000-931.000	REPAIRS AND MAINT - AUTO & APPARATUS	25,000.00	1,703.54	333.41	23,296.46	6.81
206-000-940.000	RENT EXPENSE	0.00	0.00	0.00	0.00	0.00
206-000-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
206-000-956.000	TRAINING & EDUCATION	2,500.00	0.00	0.00	2,500.00	0.00
206-000-957.000	MEMBERSHIP DUES	2,500.00	0.00	0.00	2,500.00	0.00
206-000-958.000	INSURANCE	20,000.00	3,024.00	3,024.00	16,976.00	15.12
206-000-971.000	CAPITAL OUTLAY	285,000.00	0.00	0.00	285,000.00	0.00
Total Dept 000		414,000.00	28,921.45	21,832.91	385,078.55	6.99
TOTAL EXPENDITURES		414,000.00	28,921.45	21,832.91	385,078.55	6.99
Fund 206 - FIRE FUND:						
TOTAL REVENUES		192,250.00	1,751.53	800.50	190,498.47	0.91
TOTAL EXPENDITURES		414,000.00	28,921.45	21,832.91	385,078.55	6.99
NET OF REVENUES & EXPENDITURES		(221,750.00)	(27,169.92)	(21,032.41)	(194,580.08)	12.25

PERIOD ENDING 05/31/2021

GL NUMBER	DESCRIPTION	2021-22	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	05/31/2021 NORMAL (ABNORMAL)	MONTH 05/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 220 - LAKE IMPROVEMENT FUND (INVASIVE SPECIES)						
Revenues						
Dept 000						
220-000-451.000	SPECIAL ASSESSMENTS	0.00	0.00	0.00	0.00	0.00
220-000-665.000	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00
220-000-684.000	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
Expenditures						
Dept 000						
220-000-727.000	SUPPLIES	0.00	0.00	0.00	0.00	0.00
220-000-801.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
220-000-802.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
220-000-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 220 - LAKE IMPROVEMENT FUND (INVASIVE SPECIES):						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES - ALL FUNDS		961,100.00	26,848.86	23,210.94	934,251.14	2.79
TOTAL EXPENDITURES - ALL FUNDS		1,489,500.00	99,012.47	58,834.71	1,390,487.53	6.65
NET OF REVENUES & EXPENDITURES		(528,400.00)	(72,163.61)	(35,623.77)	(456,236.39)	13.66

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 101 - GENERAL FUND			
Assets			
Dept 000			
101-000-001.000	CASH	585,793.06	
101-000-001.001	CASH - ESCROW	19,849.28	
101-000-002.000	CASH - MM	186,678.66	
101-000-005.000	CASH - MICHIGAN CLASS	100,883.98	
101-000-020.000	PROPERTY TAXES RECEIVABLE	7,434.94	
101-000-078.000	DUE FROM STATE	86,057.53	
101-000-084.206	DUE FROM FIRE FUND	2,471.38	
101-000-084.703	DUE FROM TAX COLLECTION	1,021.91	
101-000-123.000	PREPAID EXPENDITURES	13,290.79	
Total Dept 000		1,003,481.53	0.00
TOTAL ASSETS		1,003,481.53	0.00
Liabilities			
Dept 000			
101-000-200.000	FUNDS HELD IN ESCROW		19,499.28
101-000-202.000	ACCOUNTS PAYABLE		24,535.33
101-000-214.206	DUE TO FIRE FUND		345.51
101-000-228.001	DUE TO STATE - INCOME TAX WITHHELD		1,261.72
101-000-229.001	DUE TO FEDERAL - INCOME TAX WITHHELD	1,629.00	
101-000-229.002	DUE TO FEDERAL - FICA		5,759.75
101-000-231.000	DUE TO STATE - SUTA	3,277.39	
101-000-339.000	UNEARNED REVENUE		47,448.09
Total Dept 000		4,906.39	98,849.68
TOTAL LIABILITIES		4,906.39	98,849.68
Fund Equity			
Dept 000			
101-000-390.000	FUND BALANCE		883,881.63
Total Dept 000		0.00	883,881.63
TOTAL FUND EQUITY		0.00	883,881.63
Revenues			
Dept 000			
101-000-445.000	PENALTIES AND INTEREST ON TAXES		106.20
101-000-448.000	SUMMER TAX COLLECTION FEE		3,524.00
101-000-476.000	BUSINESS LICENSE AND PERMITS		600.00
101-000-478.000	LAND AND SPECIAL USE PERMITS		7,340.00
101-000-479.000	VARIANCE AND APPEALS		750.00
101-000-541.000	LIQUOR LICENSE REVENUE		137.50
101-000-574.000	STATE REVENUE SHARING		15,887.00
101-000-665.000	INTEREST INCOME		76.60
101-000-668.000	ROYALTIES		98.00
101-000-674.000	DONATIONS		175.00
101-000-684.000	OTHER REVENUE		2,528.20
Total Dept 000		0.00	31,222.50
TOTAL REVENUES		0.00	31,222.50
Expenditures			
Dept 101 - TOWNSHIP BOARD			
101-101-702.000	WAGES	3,142.28	
101-101-715.000	SOCIAL SECURITY	251.82	
101-101-727.000	SUPPLIES	370.59	
101-101-801.000	PROFESSIONAL SERVICES	11,477.00	
101-101-802.000	CONTRACTUAL SERVICES	6,102.03	
101-101-860.000	MILEAGE	72.80	
101-101-900.000	PUBLISHING	1,086.75	
101-101-921.000	LIGHTING	712.55	

PERIOD ENDING 05/31/2022

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 101 - GENERAL FUND			
Expenditures			
101-101-955.000	OTHER EXPENSE	232.17	
Total Dept 101 - TOWNSHIP BOARD		23,447.99	0.00
Dept 171 - SUPERVISOR			
101-171-702.000	WAGES	2,375.00	
101-171-715.000	SOCIAL SECURITY	181.69	
Total Dept 171 - SUPERVISOR		2,556.69	0.00
Dept 215 - CLERK			
101-215-702.000	WAGES	5,680.07	
101-215-715.000	SOCIAL SECURITY	428.02	
101-215-727.000	SUPPLIES	1,074.91	
101-215-860.000	MILEAGE	100.50	
Total Dept 215 - CLERK		7,283.50	0.00
Dept 253 - TREASURER			
101-253-702.000	WAGES	5,349.78	
101-253-715.000	SOCIAL SECURITY	409.26	
101-253-727.000	SUPPLIES	32.99	
Total Dept 253 - TREASURER		5,792.03	0.00
Dept 257 - ASSESSOR			
101-257-702.000	WAGES	1,038.47	
101-257-715.000	SOCIAL SECURITY	79.45	
101-257-802.000	CONTRACTUAL SERVICES		3,383.08
Total Dept 257 - ASSESSOR		1,117.92	3,383.08
Dept 262 - ELECTIONS			
101-262-702.000	WAGES	1,064.00	
101-262-727.000	SUPPLIES	113.81	
Total Dept 262 - ELECTIONS		1,177.81	0.00
Dept 265 - BUILDING & GROUNDS			
101-265-702.000	WAGES	648.00	
101-265-715.000	SOCIAL SECURITY	49.56	
101-265-727.000	SUPPLIES	47.70	
101-265-802.000	CONTRACTUAL SERVICES	4,129.99	
101-265-920.000	UTILITIES	945.08	
101-265-930.000	REPAIRS AND MAINTENANCE	309.27	
Total Dept 265 - BUILDING & GROUNDS		6,129.60	0.00
Dept 266 - ATTORNEY			
101-266-803.000	ATTORNEY	12,739.05	
Total Dept 266 - ATTORNEY		12,739.05	0.00
Dept 330 - LIQUOR LAW ENFORCEMENT			
101-330-702.000	WAGES	230.75	
101-330-715.000	SOCIAL SECURITY	17.65	
Total Dept 330 - LIQUOR LAW ENFORCEMENT		248.40	0.00
Dept 567 - CEMETERY			
101-567-802.000	CONTRACTUAL SERVICES	800.00	
Total Dept 567 - CEMETERY		800.00	0.00
Dept 701 - PLANNING COMMISSION			
101-701-702.000	WAGES	820.00	
101-701-715.000	SOCIAL SECURITY	62.73	
101-701-727.000	SUPPLIES	10.00	

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 101 - GENERAL FUND			
Expenditures			
Total Dept 701 - PLANNING COMMISSION		892.73	0.00
Dept 751 - PARKS & RECREATION			
101-751-727.000	SUPPLIES	35.18	
101-751-802.000	CONTRACTUAL SERVICES	4,674.12	
101-751-921.000	LIGHTING	29.24	
101-751-930.000	REPAIRS AND MAINTENANCE	2,866.00	
Total Dept 751 - PARKS & RECREATION		7,604.54	0.00
Dept 880 - INVASIVE SPECIES			
101-880-802.000	CONTRACTUAL SERVICES	840.00	
Total Dept 880 - INVASIVE SPECIES		840.00	0.00
TOTAL EXPENDITURES		70,630.26	3,383.08
Total Fund 101 - GENERAL FUND			
NET OF REVENUES/EXPENDITURES - 2021-22		1,079,018.18	61,681.29 1,079,018.18

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 206 - FIRE FUND			
Assets			
Dept 000			
206-000-001.000	CASH	460,519.09	
206-000-084.101	DUE FROM GENERAL FUND	45,005.65	
206-000-123.000	PREPAID EXPENDITURES	7,298.67	
Total Dept 000		512,823.41	0.00
TOTAL ASSETS		512,823.41	0.00
Liabilities			
Dept 000			
206-000-202.000	ACCOUNTS PAYABLE		333.83
206-000-214.101	DUE TO GENERAL FUND		47,131.52
Total Dept 000		0.00	47,465.35
TOTAL LIABILITIES		0.00	47,465.35
Fund Equity			
Dept 000			
206-000-390.000	FUND BALANCE		578,454.75
Total Dept 000		0.00	578,454.75
TOTAL FUND EQUITY		0.00	578,454.75
Revenues			
Dept 000			
206-000-626.001	FIRE AND RESCUE CHARGES		1,500.00
206-000-665.000	INTEREST INCOME		19.67
Total Dept 000		0.00	1,519.67
TOTAL REVENUES		0.00	1,519.67
Expenditures			
Dept 000			
206-000-702.000	WAGES	7,432.45	
206-000-715.000	SOCIAL SECURITY	568.58	
206-000-727.000	SUPPLIES	169.29	
206-000-728.000	SUPPLIES - MEDICAL & SAFETY	327.70	
206-000-920.000	UTILITIES	945.10	
206-000-930.000	REPAIRS AND MAINTENANCE	44.00	
206-000-931.000	REPAIRS AND MAINT - AUTO & APPARATUS	7,515.36	
206-000-958.000	INSURANCE	3,024.00	
Total Dept 000		20,026.48	0.00
TOTAL EXPENDITURES		20,026.48	0.00
Total Fund 206 - FIRE FUND			
DEFICIENCY OF REVENUES/EXPENDITURES - 2021-22		94,589.88	627,439.77
		627,439.77	
Total - All Funds:		1,706,457.95	1,706,457.95



Memo to: Township Board
From: Ed Bradford, Treasurer
Subject: May 2022 Treasurer Report
Date: June 2, 2022

Cash Balances

I have included a cash and investment report in the packet for your review and information.

General Fund	\$893,205	Lake Fund	\$29,542
Road Fund	\$529,288	Tax Fund	\$218
Fire Fund	\$460,519		

Revenues

Revenues are included in the Clerk's Revenue & Expense Report.

General Fund	\$24,139	Fire Fund	\$750
Road Fund	\$0	Lake Fund	\$0

Interest rates are rising, and I will be more aggressively investing funds in the coming weeks.

Property Taxes

Summer tax bills will go out at the end of June. The tax newsletter was circulated and will be going to the printer. The lake newsletter will also be included.

Budget

Adopted budget was populated into the information is being populated in the accounting software. An error was discovered in the General Fund budget resolution that will require a budget amendment.

Surplus Township Property

Sample \ draft property description sheet will be available at the meeting for review. Once format is approved, information will be circulated to the Township Board, Parks and Planning Commissions for input and feedback.

Website

Go Live date is Friday June 10. This was pushed up because of the need for the Clerk to be able to control directly when things are posted. The core functionality of the website will be operational; however page content will continue to be worked on until the end of July. Updated information will need to be provided to the developer for page\content creation.

CASH SUMMARY BY ACCOUNT FOR ONEKAMA TOWNSHIP
 FROM 05/01/2022 TO 05/31/2022
 FUND: 101 204 206 220 703
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 05/01/2022	Total Debits	Total Credits	Ending Balance 05/31/2022
Fund 101	GENERAL FUND				
001.000	CASH	599,041.92	24,293.76	37,542.62	585,793.06
001.001	CASH - ESCROW	19,849.28	0.00	0.00	19,849.28
002.000	CASH - MM	186,678.66	0.00	0.00	186,678.66
005.000	CASH - MICHIGAN CLASS	100,883.98	0.00	0.00	100,883.98
	GENERAL FUND	<u>906,453.84</u>	<u>24,293.76</u>	<u>37,542.62</u>	<u>893,204.98</u>
Fund 204	ROAD FUND				
001.000	CASH	530,653.53	0.00	1,365.27	529,288.26
Fund 206	FIRE FUND				
001.000	CASH	466,764.80	750.00	6,995.71	460,519.09
Fund 220	LAKE IMPROVEMENT FUND (INVASIVE SPECIES)				
001.000	CASH	29,541.98	0.00	0.00	29,541.98
Fund 703	TAX FUND				
001.000	CASH	217.73	0.00	0.00	217.73
	TOTAL - ALL FUNDS	<u>1,933,631.88</u>	<u>25,043.76</u>	<u>45,903.60</u>	<u>1,912,772.04</u>

Onekama Township

Budget Amendment 2023-1

		Adopted	Correct	Correction/ Amendment
EXPENDITURES:				
101	Township Board	90,340	91,420	1,080
171	Supervisor	16,140	21,147	5,007
215	Clerk	42,850	44,062	1,212
247	Board of Review	2,290	2,290	0
253	Treasurer	50,940	53,490	2,550
257	Assessor	42,300	49,500	7,200
262	Elections	18,320	21,320	3,000
265	Building & Grounds	54,480	54,480	0
266	Attorney	65,000	65,000	0
330	Liquor Law Enforcement	1,290	1,290	0
536	Sanitary Sewer	3,000	3,000	0
567	Cemetery	16,500	16,500	0
701	Planning Commission	30,570	30,570	0
702	Zoning	40,230	40,230	0
751	Parks & Recreation	143,036	143,036	0
	Total Appropriated	617,286	637,335	20,049

Onekama Township Planning Commission
Regular Monthly Meeting—Onekama Township Hall
7:00p May 19, 2022
DRAFT minutes

Meeting called to order at 7:00p. Members present: Commissioner Al Taylor, Commissioner Rob Johnson, Commissioner Beata Hunt, Chair Jim Trout, Vice Chair Dave Wallace, Secretary Jean Capper, Commissioner Tom Volkema. Also in attendance: Katie Mehl, Manistee County Zoning Administrator.

Agenda approved.

Public comment: none

This meeting adjourns at 7:05p to begin Public Hearings.

Meeting resumes after the three Public Hearings at 8:13p.

Public comment: none

Approval of meeting minutes of April, 2022:

Chair Wallace apologizes for his handling of the Ed Kriskywicz public hearing at the April meeting, erroneously referring to it as the Taminga property. Let this serve as notice that the property in question and referred to in the April minutes as the Taminga property is *not* the Taminga property. This was a misunderstanding on Chair Wallace's part.

Motion to approve the minutes as presented by Commissioner Volkema, 2nd by Commissioner Hunt. AIF, motion passes.

New business: none

Old business: Master Plan update—Chair Wallace

Meeting adjourned at 8:30p.

_____ Chair

_____ Secretary

Submitted by Michelle Swanson, Recording Secretary

Onekama Township Planning Commission
Public Hearing #1—Onekama Township Hall
7:05p—May 19, 2022
DRAFT Minutes

Purpose of Public Hearing: Brown Application for Special Land Use Permit (SLUP)

Robert & Lori Brown have submitted an application for a SLUP for their property at 12482 Milarch Road for the purpose of operating a farmer's market with commercial kitchen. That area is zoned for this type of special use.

Public comment: none

Statement from the applicant: applicant is in attendance as required by law, but had no statement at this time.

Discussion: Vice Chair Wallace stated the application was very complete and comprehensive, with agreement by Chair Trout and Commissioner Hunt.

Motion to approve the SLUP by Commissioner Taylor, 2nd by Commissioner Volkema. AIF, motion passes.

Meeting closed at 7:09p.

_____ Chair

_____ Secretary

Submitted by Michelle Swanson, Recording Secretary

Onekama Township Planning Commission
Public Hearing #2—Onekama Township Hall
7:25p—May 19, 2022
DRAFT minutes

Purpose of public hearing: Discussion of text amendment request to modify Article 10, Sections 1018 and 1019 regarding Guest House or Second Dwelling on a Parcel by Ed Kriskywicz on behalf of clients Tom & Melissa O'Connor and Mike & Amy Kust.

Mr. Kriskywicz addresses the Commission, and Zoning Administrator Katie Mehl details the three proposals this text amendment request is asking for: 1) that guest dwellings be exempted from section 1009—location of accessory buildings and structures to eliminate the 1,200 sq ft maximum and 12 foot sidewall height restriction, 2) any parcel containing a guest dwelling must adhere to section 1028 which is the 35% impervious surface coverage limit, and 3) that the footprint of the guest dwelling shall be no more than half the footprint of the primary dwelling, nor can it be taller than the primary dwelling.

Chair Trout calls a 5 minute recess.

At 7:32 Commissioner Johnson left the hearing for a fire call.

Meeting resumes at 7:37p.

Public comment:

A gentleman in the audience stated concerns about the allowable size of detached guest dwellings, due to conflicting size limits in different sections.

A woman in the audience asked what the original logic and intent was of the previously written ordinance in terms of several different specific points. Zoning Administrator Mehl attempted to address her questions.

Motion to table discussion and schedule a future special meeting discussing only this topic by Secretary Capper, 2nd by Commissioner Volkema. AIF, motion passes.

Meeting closed at 8:10p.

_____ Chair

_____ Secretary

Submitted by Michelle Swanson, Recording Secretary

Onekama Township Planning Commission
Public Hearing #3—Onekama Township Hall
7:10p—May 19, 2022
DRAFT minutes

Purpose of the hearing: Proposed amended language to 1020

Chair Trout states that while this meeting is not required because the changes proposed do not constitute a substantive change, this Commission has decided to hold the Public Hearing for the purposes of transparency.

Chair Trout read the proposed amended language added to number 4: “unless adjacent to the parcel owned and occupied by the owner or tenant of both naked parcel and the adjacent parcel except as otherwise allowed by the Ordinance.”

Also proposed is a clarification of Article 1019 section B number 9 to add “only to parcels in all residential districts” which had been previously left out of the printed Article 1019.

Public comment: none

Public comment portion of the meeting is closed.

Motion to include proposed non-substantive language to Article 1019 by Commissioner Taylor, 2nd by Vice Chair Wallace. AIF, motion passes.

Public comment: none

Public comment portion is closed.

Motion to include proposed non-substantive language to Article 1020 by Vice Chair Wallace, 2nd by Commissioner Johnson. AIF, motion passes.

Public hearing #3 closed at 7:24p.

Onekama Township Parks and Recreation (P&R) Committee Minutes, May 16, 2022

Location: Onekama Township's North Point Park, 8988 Greenway

Call to Order 4:01 p.m.

PLEDGE of ALLEGIANCE

ROLL CALL - MEMBERS PRESENT: Michelle Ervin, Al Taylor, Gary Madden, Paul Mueller, Doug Barry, Andrea Arthur, Lara Treemore Spears

MINUTES: Review April meeting minutes; approval moved by Andrea, seconded by Michelle, approved

PUBLIC COMMENT: no public present

ACTION ITEMS:

- P & R Assistant – Andrea moved and Paul seconded postponing posting the seasonal parks worker position for hiring until the job description, tasks and hiring paperwork are refined. A special meeting of the committee was scheduled for Tuesday, May 24th at 4 p.m. to revise these items.

OLD BUSINESS:

- Flora and Fauna inventory in North Point, Portage Wetlands and Glen parks - Angie Bouma of Grand Traverse Regional Land Conservancy may be able to help on this project as a "Community Assist." Michigan Natural Features Inventory provided a list of special species of snail, mussel, hawk and frog in the area, but a full inventory would likely be too expensive. The committee discussed possible purposes of collecting information, to be refined before proceeding: changing park management to benefit special species/biodiversity (such as targeting invasive species control where special plants are located or burning to restore native plants where it will not negatively affect reptiles and butterflies); park education such as the native plant signs that Amber is working on; community engagement such as interactive iNaturalist activities that increase public awareness and interest in the parks.
- Welcome All Abilities Garden at North Point Park – the committee reviewed the planned location.
- Seasonal worker position – The committee discussed the advantages/pros and disadvantages/cons of contracted and Township workers for physical maintenance tasks, as follows:
 - Contractors – pros: they manage hiring, training, equipment, insurance; cons: loss of continuity between contractors can result in one worker un-doing other work at Township expense, unclear job specifications and standards can result in poor value relative to amount spent.
 - Township Seasonal Worker – pros: if the right person with experience is hired (such as a retiree who knows the work and mainly wants to make a positive difference in the community), they could provide continuity and understanding that could help keep contractors in-line and support the P&R Committee in other ways; cons: the right person would likely find some tasks unacceptable (such as cleaning bathrooms).

The committee identified the primary purposes of seasonal work as helping the committee implement the 5-Year Parks and Recreation Plan, particularly by working with the committee to assess and document annual maintenance needs and long-term capital improvement opportunities, and help the committee to develop implementation strategies. The hourly rate would be higher than for physical tasks, but lower than a consultant would charge for similar government support services. Next steps will be to revise paperwork for tasks, chain of command, hiring and work reporting.

- 2022 Parks and Recreation Survey by MS Creative – *Al*: This survey is LIVE!

INDIVIDUAL PARKS UPDATES:

NORTH POINT PARK - *Paul/Michelle*: Gravel gathering space coming soon, pathway may take longer. LRBOI working on Anishinaabe, Alex says they are very excited about the project but it will be very slow. Work days in North Point June 4 & 11. Manistee ISD Field Trip June 3, dragonflies/butterflies. Board approved butterfly purchase. Michelle ordered kits and discussed the process with Onekama Schools.

LANGLAND PARK – *Al*: The Mobi mat is in and the bathroom is open.

ALL OTHER PARKS - No update.

OTHER UPDATES:

VILLAGE UPDATE - *Andrea* Barbra Kuipers-Parker, daughter of Mary Kuipers contacted OTPRC regarding a bench in the Village Park, she was referred to Andrea.

VILLAGE GRANT –*Lara*: A team of engineers brainstormed about the Township parking lot, which has great potential for installing Green Stormwater Infrastructure to treat the parking lot runoff and trap plastics from the recycling facilities (to keep plastic from going into the wetlands and Portage Lake). Preliminary designs for the Township lot and the Onekama Schools property will be developed over the next few months. Environmental Education equipment will be provided for the ISD field trip to North Point Park.

ONEKAMA SCHOOLS – *Gary*: Graduation May 22, last day of school June 9th. Completing yearly review of policy updates.

PLA – *Al*: Check website for full event schedule.

Meeting adjourn 6:04 p.m.

The next Meeting will be: June 20, 2022 at 4 p.m. in the Township Hall.

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
3512	JACKPINE BUSINESS CENTER	04/20/2022	05/10/2022	229.98	0.00	Paid	Y
3513	HALL, STEVE	04/24/2022	05/24/2022	945.00	0.00	Paid	Y
3514	MCCI, LLC	04/20/2022	05/20/2022	1,968.00	0.00	Paid	Y
3515	CIVICPLUS	05/01/2022	06/20/2022	3,150.00	0.00	Paid	Y
3516	ONEKAMA BUILDING SUPPLY	04/05/2022	05/05/2022	6.21	0.00	Paid	Y
3517	PITNEY BOWES	04/24/2022	05/15/2022	526.99	0.00	Paid	Y
3518	SANDY KNOLL RENTALS LLC	04/21/2022	05/21/2022	371.00	0.00	Paid	Y
3519	IT RIGHT	03/31/2022	05/17/2022	2,000.00	0.00	Paid	Y
3520	IT RIGHT	03/31/2022	05/17/2022	9,400.00	0.00	Paid	Y
3521	JACKPINE BUSINESS CENTER	05/02/2022	05/31/2022	24.94	0.00	Paid	Y
3522	CONSUMERS ENERGY	05/01/2022	05/20/2022	29.24	0.00	Paid	Y
3523	CONSUMERS ENERGY	05/01/2022	05/18/2022	31.98	0.00	Paid	Y
3524	CONSUMERS ENERGY	05/01/2022	05/31/2022	117.36	0.00	Paid	Y
3525	CONSUMERS ENERGY	05/01/2022	05/19/2022	117.37	0.00	Paid	Y
3526	JIM SIMONS	04/22/2022	05/31/2022	20.33	0.00	Paid	Y
3527	BLAKE, JUSTINE	05/03/2022	05/31/2022	210.00	0.00	Paid	Y
3528	JUSTIN SEDELMAIER	05/03/2022	05/31/2022	210.00	0.00	Paid	Y
3529	BOLLES, CHARLENE	05/03/2022	05/31/2022	210.00	0.00	Paid	Y
3530	PEGGY GREEN	05/03/2022	05/31/2022	210.00	0.00	Paid	Y
3531	SIEVERT, JOHN	05/11/2022	05/31/2022	500.00	0.00	Paid	Y
3532	HALL, STEVE	05/09/2022	05/31/2022	485.00	0.00	Paid	Y
3533	HALL, STEVE	05/02/2022	05/31/2022	170.00	0.00	Paid	Y
3534	ONEKAMA BUILDING SUPPLY	05/06/2022	05/31/2022	28.97	0.00	Paid	Y
3535	CONSUMERS ENERGY	05/02/2022	05/24/2022	69.95	0.00	Paid	Y
3536	CONSUMERS ENERGY	05/09/2022	05/24/2022	239.71	0.00	Paid	Y
3537	SUPERIOR ENERGY COMPANY, LLC	05/09/2022	05/31/2022	123.58	0.00	Paid	Y
3538	SUPERIOR ENERGY COMPANY, LLC	05/09/2022	05/31/2022	123.57	0.00	Paid	Y
3539	REPUBLIC SERVICES	04/30/2022	05/31/2022	121.57	0.00	Paid	Y
3540	REPUBLIC SERVICES	05/09/2022	05/20/2022	50.13	0.00	Paid	Y
3541	PRO MAINTENANCE 4 SEASONS INC.	05/05/2022	05/31/2022	229.27	0.00	Paid	Y
3542	RUNNING, WISE & FORD, P.L.C.	05/06/2022	05/31/2022	385.00	0.00	Paid	Y
3543	RUNNING, WISE & FORD, P.L.C.	05/06/2022	05/31/2022	126.00	0.00	Paid	Y
3544	RUNNING, WISE & FORD, P.L.C.	05/06/2022	05/31/2022	140.00	0.00	Paid	Y
3545	CHARTER COMMUNICATIONS	05/02/2022	05/18/2022	159.03	0.00	Paid	Y
3546	CHARTER COMMUNICATIONS	05/02/2022	05/18/2022	159.03	0.00	Paid	Y
3547	ALLEN SUPPLY	04/11/2022	05/31/2022	4,006.22	0.00	Paid	Y
3548	MUNICIPAL UNDERWRITERS OF MICHIGAN	05/10/2022	05/31/2022	3,024.00	0.00	Paid	Y
3549	MANISTEE COUNTY ROAD COMMISSION	05/03/2022	05/31/2022	1,365.27	0.00	Paid	Y
3550	PLM LAKE & LAND MANAGEMENT CORP	05/09/2022	05/31/2022	40.00	0.00	Paid	Y
3551	MANISTEE COUNTY PLANNING DEPARTMEN	05/10/2022	05/31/2022	10.00	0.00	Paid	Y
3552	YOUR FLEETCARD PROGRAM	05/06/2022	05/27/2022	77.59	0.00	Paid	Y
3553	MCCOLL, DUNCAN	04/22/2022	05/31/2022	10.59	10.59	Open	N
3554	ALLEN SUPPLY	04/11/2022	05/31/2022	3,927.17	3,927.17	Open	N
3555	MICHELLE ERVIN	04/27/2022	05/31/2022	32.34	32.34	Open	N
3556	PITNEY BOWES	04/25/2022	05/31/2022	113.04	113.04	Open	N

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
# of Invoices:	45	# Due:	4	Totals:	35,495.43		4,083.14
# of Credit Memos:	0	# Due:	0	Totals:	0.00		0.00
Net of Invoices and Credit Memos:					<u>35,495.43</u>		<u>4,083.14</u>
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			30,578.47			4,083.14
	204 - ROAD FUND			1,365.27			0.00
	206 - FIRE FUND			3,551.69			0.00
--- TOTALS BY DEPT/ACTIVITY ---							
	000 -			4,916.96			0.00
	101 - TOWNSHIP BOARD			14,083.58			123.63
	215 - CLERK			24.94			0.00
	262 - ELECTIONS			840.00			0.00
	265 - BUILDING & GROUNDS			4,356.35			0.00
	266 - ATTORNEY			651.00			0.00
	567 - CEMETERY			500.00			0.00
	701 - PLANNING COMMISSION			10.00			0.00
	751 - PARKS & RECREATION			10,072.60			3,959.51
	880 - INVASIVE SPECIES			40.00			0.00