

**ONEKAMA TOWNSHIP BOARD REGULAR MEETING
WEDNESDAY, JUNE 14, 2023, 4 P.M.
AGENDA**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ATTENDANCE

MINUTES

May 10, 2023 Regular Meeting Minutes

May 25, 2023 Special Meeting Minutes

AMEND AGENDA

PUBLIC COMMENT

CLERK'S REPORT

Revenue & Expense Report

Trial Balance

TREASURER'S REPORT

Treasurer's Report

Cash & Investments, Investment Income, Balance Sheet

COUNTY COMMISSIONERS

Jeff Dontz

Janice McCraner

NEW BUSINESS

Cleaning List

Manistee County Planning Extension of Contract

Fireworks Permit

Parking Lot Bid

Lock Box

Reichle Public Access

Phelps Letter for Reimbursement

UNFINISHED BUSINESS

Property Deed Update from Grier

STR Update

Video Equipment – July Meeting

REPORTS OF BOARDS AND COMMITTEES:

FIRE

Report

ROADS

PLANNING COMMISSION

Regular Meeting / Public Hearing April 20, 2023

ZBA

ZONING

Action Report

ASSESSOR

HARBOR COMMISSION

PARKS & RECREATION

Report

INVASIVE SPECIES

TLSA

Payment to TLSA

PLA

RECYCLE

PUBLIC COMMENT

CORRESPONDENCE

BILLS TO BE PAID

ADJOURN

**ONEKAMA TOWNSHIP
REGULAR BOARD MEETING
WEDNESDAY, MAY 10, 2023 at 4:00 PM**

Meeting called to order by Supervisor David Meister at 4:00 PM

Pledge of Allegiance

ATTENDANCE: Bob Blackmore, Al Taylor, Ed Bradford, Shelli Johnson, and Meister.

MINUTES:

Board Meeting of April 12, 2023. **Motion** by Blackmore, Second by Taylor to approve the Minutes for the Board Meeting of April 12, 2023. M/C

Special Board Meeting of April 26, 2023. **Motion** by Bradford, Second by Blackmore to approve the Minutes as presented for the Special Board Meeting of April 26, 2023. M/C

AMEND AGENDA: Add ADA Verbiage Policy to New Business; Add Pierport beach access to New Business

PUBLIC COMMENT: Comment received from Larry Paz, that he and his wife Anna, have purchased the Blue Slipper and have plans to open it as-is, along with remodeling the kitchen. They are also in the process of obtaining Shay's Chophouse, with plans in making it a steakhouse (which will be approximately 1 year out). Portage Lake Motel has been sold.

Comment received asking the amount of the fish study being put into the Motion in the minutes. Motions are to state the exact verbiage that is made during that Motion. The cost was not stated when the Motion of the fish study was made. That is why it was not listed. The cost of the fish study being performed by Dr. Workman is \$19,000.

CLERK'S REPORT: Johnson reported the Revenue and Expenses for the month, along with the Trial Balance.

TREASURER'S REPORT: Bradford reported the cash balances and investment reports, along with the investments for the month. Bradford will get with Johnson regarding the Positive Pay addition to the check writing process to improve security.

COUNTY COMMISSIONERS: Report given by Commissioner Jeff Dontz. The Commissioners last met on April 11th. The Budget Calendar is set. Central Wellness hired Theresa Pechacek to a 3-year term. Theresa Mandeville was appointed to the County Jury Board. The Manistee County Chamber gave their annual report. Equalization Department gave their 2023 annual report. The SEV Value went up, and there was no roll-back. The contract between the County and Spicer Group was re-signed for 2023. A Resolution was passed regarding the National Prescription Opiate Litigation. The County is changing the Holiday schedule from taking off Good Friday (now working), to taking off Juneteenth. The Airport Authority reported that there

is a new pilot at the airport. Numbers are increasing and looking better, along with overall statistics.

NEW BUSINESS

Cleaning List: Tabled to next meeting.

ADA Verbiage Policy: Johnson would like the Phone Access for meetings added to the following verbiage in the Township's Policy, with advance notice. Complaints are being made that the phone isn't being used when requests aren't being made. Adding it to the Policy should alleviate this issue. **"This notice is posted in compliance with PA267 of 1976 as amended (Open Meetings Act), MCLA 41.72 (2) (3) and the Americans with Disabilities Act (ADA) Note: Individuals with disabilities requiring auxiliary aids or services should contact Onekama Township by writing or calling the following: Shelli Johnson, Clerk – 5435 Main St. P.O. Box 458 Onekama, MI 49675. Phone 231-889-3308 Ext: 201."** Bradford stated that he knows of some sample forms that he can get that we could potentially use when requesting any ADA services.

UNFINISHED BUSINESS

Property Deed Update from Attorney: Motion by Johnson, Seconded by Blackmore to sign the quit Claim Deeds received from Attorney Grier, as presented. M/C

Short-Term Rental Ordinance: Update given by Johnson. There have been 11 Certificates issued to-date. The process is going quite well with owners and managers participating in the meetings. A lot of positive feedback and communication is taking place. **ALL RENTALS WILL BE CONSIDERED DELINQUENT AFTER MAY 31, 2023** A note was placed on the website regarding the cut-off date. Please register your rentals.

Camera/Video Equipment: Discussion took place regarding the recording equipment and what is desired. The County Planning Department described what they use and the process of handling their equipment. Mike Szokola will send information over to the Township. The County Commissioners also use a Zoom technique, so there are options out there to research and discuss at a special meeting at another time prior to the June meeting.

REPORTS OF COMMITTEES AND COMMISSIONS:

FIRE: N/A S. Johnson inquired about the ARPA funds. The Fire Department would like to suggest putting in a hydrant somewhere in the Township to aid in the refilling process, especially in the winter months. Johnson will coordinate with the other departments to schedule an ARPA funds meeting.

ROADS: The permit is in for the speed limit signs to be installed. The Contractor will be reviewing the job this week and contacting Miss Dig for staking out the lines underground. The project should be done within the next two weeks.

PLANNING COMMISSION: The next Regular Meeting/Public Hearing is Scheduled for May 18, 2023. The status of the DeVoe property was questioned regarding the judgment time period. Meister to contact Mr. DeVoe and reiterate that he is to abide by the consent judgment.

ZONING: Presentation from ZA Mike Szokola. The contract between Onekama Township and Manistee County Planning Department comes due in August. Tonight, they are requesting the Township to get on the Budget Cycle with the County. Szokola gave a presentation of the services they provide based on the Contract. People from Onekama want same-day service and appreciate the hours that the County offers during the weekdays. There will be a \$3,807.07 charge for the extension to bring the current contract to the budget cycle. Add this to June's Agenda.

ASSESSOR: Report given by Molly Whetstone. The State Audit was complete (AMAR). The County received 100% and we are very proud of the hard work we have done to accomplish this. Homeowners can expect large increases again this year, unfortunately. Houses are still selling at high prices. We are looking for a better year in 2024. There is a 4.7-5% increase in taxable value.

HARBOR COMMISSION: Report given by Jim Simons. The shallow end of the Channel is in Portage Lake, which is about 7 feet. It is about 12 feet at the Lake Michigan end. Dredging will be done in 2024.

PARKS & REC: Report given by Bick Pratt. The money was received for the grant applied for to purchase the signs. The hope is to have the signs installed by Memorial Day. The Manistee County Community Foundation Grant was submitted for the Spicer Bid. The people counters were installed at the parks. A Plant Selection Policy was submitted to the Township Board. **Motion** by Johnson, Seconded by Blackmore to approve the Plant Selection Policy as written. M/C Pickle Ball nets are authorized and will be purchased for \$389.00. There were 17 volunteers that came to clean up the parks! Thank you to Yellow Dog for supplying food for the event!

INVASIVE SPECIES: Report given by Taylor. The fish study contract is getting finalized. The Portage Lake Report will be going out with the tax mailing. The Committee is working on the "Early Detection, Rapid Response" implementation.

TLSA: Report given by Meister. There will be a meeting in June, as there is an invoice to pay. Johnson has resigned as the Administrator of the project. The Authority is in the process of dissolving the project.

PLA: Report from Taylor. There are 8 concerts scheduled for this summer season. There is a summer kick-off scheduled. The Block Party is scheduled for July 6th. Someone is needed to organize the Onekama Days Parade (send out invites). **Motion** by Johnson, Seconded by Blackmore to allow fireworks to be set off during Onekama Days. M/C

PUBLIC COMMENT: Comment received regarding hiring a web master.

CORRESPONDENCE: None

BILLS TO BE PAID:

Motion by Blackmore, Seconded by Taylor to pay the incoming regular April Bills. M/C

ADJOURNED AT 6:50 pm

Shelli Johnson, Clerk

**ONEKAMA TOWNSHIP
SPECIAL BOARD MEETING
THURSDAY, MAY 25, 2023 AT 4:30 PM**

Meeting called to order by Supervisor David Meister at 4:30 PM

Pledge of Allegiance

ATTENDANCE: Bob Blackmore, Shelli Johnson, Ed Bradford, and Meister. Absent: Al Taylor

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT: None

CAMERA/VIDEO EQUIPMENT:

The Township Board has budgeted money to purchase video equipment to be used during Township Board meetings so that there is transparency with the Public. The Manistee County Planning Department sent over a copy of what they use, with the cost associated with it, for an idea to aid in our purchase. Bradford explained the different units that use TV2, which has a website with meeting recordings on it. After discussion, it was decided that we should have a ceiling mounted version that is wired to a computer. Those that attended in the Public preferred to use Zoom vs. Teams for recording purposes. Johnson will contact Manistee Township to see how they operate their system. Bradford offered to run the program and set-up for a preliminary exercise by the July Township Board Meeting. Consensus of the Board was to allow Bradford to purchase the equipment he feels necessary to proceed ahead with this budget item.

PUBLIC COMMENT:

Comment received inquiring on how this is going to affect other committees or commissions.

Comment received on the inaccuracy of the Township website, and how it needs to be more up to date with community postings. Encouragement was made to the Board to have a webmaster to record for the Planning Commission.

ADJOURNED AT 5:26

Shelli Johnson, Clerk

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
4246	JACKPINE BUSINESS CENTER	04/21/2023	05/21/2023	90.00	0.00	Paid	Y
4247	GRAINGER	04/26/2023	05/26/2023	155.53	0.00	Paid	Y
4248	CONSUMERS ENERGY	05/19/2023	05/19/2023	31.20	0.00	Paid	Y
4249	C&W PORTABLES	04/12/2023	05/12/2023	22.14	0.00	Paid	Y
4250	MCCI, LLC	04/20/2023	05/20/2023	1,968.00	0.00	Paid	Y
4251	CONSUMERS ENERGY	04/27/2023	05/27/2023	105.57	0.00	Paid	Y
4252	CONSUMERS ENERGY	04/27/2023	05/22/2023	105.56	0.00	Paid	Y
4253	ALLIED FIRE SALES & SERVICES LLC	05/01/2023	05/31/2023	117.27	0.00	Paid	Y
4254	ALLIED FIRE SALES & SERVICES LLC	03/16/2023	05/15/2023	884.93	0.00	Paid	Y
4255	GREAT LAKES WATER QUALITY LABORATC	04/26/2023	05/26/2023	120.00	0.00	Paid	Y
4256	ONEKAMA BUILDING SUPPLY	04/28/2023	05/28/2023	34.98	0.00	Paid	Y
4257	HALL, STEVE	04/30/2023	05/30/2023	420.00	0.00	Paid	Y
4258	HALL, STEVE	05/02/2023	05/31/2023	82.66	0.00	Paid	Y
4259	KERRY'S BLINDS	04/24/2023	05/24/2023	1,406.00	0.00	Paid	Y
4260	JACKPINE BUSINESS CENTER	05/02/2023	05/31/2023	431.97	0.00	Paid	Y
4261	JACKPINE BUSINESS CENTER	05/02/2023	05/31/2023	29.99	0.00	Paid	Y
4262	THE PIONEER GROUP	04/30/2023	05/15/2023	193.50	0.00	Paid	Y
4263	CHARTER COMMUNICATIONS	05/01/2023	05/18/2023	162.72	0.00	Paid	Y
4264	CHARTER COMMUNICATIONS	05/01/2023	05/18/2023	162.72	0.00	Paid	Y
4265	CONSUMERS ENERGY	04/30/2023	05/23/2023	238.47	0.00	Paid	Y
4266	CONSUMERS ENERGY	04/30/2023	05/23/2023	29.39	0.00	Paid	Y
4267	CONSUMERS ENERGY	04/30/2023	05/23/2023	29.39	0.00	Paid	Y
4268	CONSUMERS ENERGY	04/30/2023	05/23/2023	83.62	0.00	Paid	Y
4269	SANDY KNOLL RENTALS LLC	05/01/2023	05/31/2023	1,998.10	0.00	Paid	Y
4270	REPUBLIC SERVICES	04/30/2023	05/20/2023	118.60	0.00	Paid	Y
4271	REPUBLIC SERVICES	04/30/2023	05/31/2023	53.10	0.00	Paid	Y
4272	SUPERIOR ENERGY COMPANY, LLC	04/30/2023	05/30/2023	222.23	0.00	Paid	Y
4273	SUPERIOR ENERGY COMPANY, LLC	04/30/2023	05/30/2023	222.24	0.00	Paid	Y
4274	UNITED VETERANS COUNCIL	05/01/2023	05/31/2023	310.00	0.00	Paid	Y
4275	ELAN CARDMEMBER SERVICE	04/28/2023	05/24/2023	549.54	0.00	Paid	Y
4276	GREAT LAKES ASSESSING	05/01/2023	05/31/2023	3,859.00	0.00	Paid	Y
4277	COLD STREAM FARM LLC	04/25/2023	05/25/2023	279.34	0.00	Paid	Y
4278	SUMMIT COMPANIES	04/27/2023	05/27/2023	21.90	0.00	Paid	Y
4279	RUNNING, WISE & FORD, P.L.C.	05/11/2023	05/31/2023	826.00	0.00	Paid	Y
4280	RUNNING, WISE & FORD, P.L.C.	05/11/2023	05/31/2023	35.00	0.00	Paid	Y
4281	JACKPINE BUSINESS CENTER	05/02/2023	05/31/2023	120.99	0.00	Paid	Y
4282	JACKPINE BUSINESS CENTER	05/04/2023	05/31/2023	119.99	0.00	Paid	Y
4283	YOUR FLEETCARD PROGRAM	05/06/2023	05/27/2023	247.71	0.00	Paid	Y
4284	ACTION WDI SPECIALISTS	05/12/2023	05/31/2023	229.00	0.00	Paid	Y
4285	MANISTEE COUNTY CHAPTER MTA	05/23/2023	05/31/2023	18.00	0.00	Paid	Y
4286	ONEKAMA BUILDING SUPPLY	05/19/2023	05/30/2023	107.29	0.00	Paid	Y
4287	ONEKAMA BUILDING SUPPLY	05/19/2023	05/31/2023	888.06	0.00	Paid	Y
4288	ALLIED FIRE SALES & SERVICES LLC	05/19/2023	06/19/2023	5,697.00	0.00	Paid	Y
4289	ALLIED FIRE SALES & SERVICES LLC	05/19/2023	06/19/2023	164.41	0.00	Paid	Y
4290	LARSEN'S LANDSCAPING & LAWNCARE	05/22/2023	06/21/2023	297.00	0.00	Paid	Y
4291	PITNEY BOWES	05/17/2023	06/13/2023	35.75	0.00	Paid	Y
4292	PITNEY BOWES GLOBAL FINANCIAL	05/01/2023	05/25/2023	615.15	0.00	Paid	Y

06/07/2023 11:11 AM
User: SHELLI
DB: Onekama Twp

INVOICE REGISTER REPORT FOR ONEKAMA TOWNSHIP
EXP CHECK RUN DATES 05/01/2023 - 05/31/2023
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
# of Invoices:	47	# Due:	0	Totals:	23,941.01	0.00	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				23,941.01	0.00		
--- TOTALS BY FUND ---							
	101 - GENERAL FUND			14,768.18	0.00		
	206 - FIRE FUND			9,172.83	0.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 -			9,172.83	0.00		
	101 - TOWNSHIP BOARD			2,938.11	0.00		
	215 - CLERK			551.96	0.00		
	253 - TREASURER			71.97	0.00		
	257 - ASSESSOR			3,859.00	0.00		
	265 - BUILDING & GROUNDS			1,400.62	0.00		
	266 - ATTORNEY			861.00	0.00		
	567 - CEMETERY			310.00	0.00		
	701 - PLANNING COMMISSION			193.50	0.00		
	751 - PARKS & RECREATION			4,582.02	0.00		

PERIOD ENDING 05/31/2023

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 101 - GENERAL FUND			
Dept 000			
101-000-001.000	CASH	148,134.34	
101-000-001.001	CASH - ESCROW	19,499.28	
101-000-005.000	CASH - MICHIGAN CLASS	829,057.24	
101-000-078.000	DUE FROM STATE	4,020.42	
101-000-084.206	DUE FROM FIRE FUND	2,848.42	
101-000-123.000	PREPAID EXPENDITURES	5,458.50	
101-000-200.000	FUNDS HELD IN ESCROW		19,499.28
101-000-202.000	ACCOUNTS PAYABLE		19,515.91
101-000-228.001	DUE TO STATE - INCOME TAX WITHHELD	1,288.82	
101-000-229.001	DUE TO FEDERAL - INCOME TAX WITHHELD	31.82	
101-000-229.002	DUE TO FEDERAL - FICA		6,630.24
101-000-390.000	FUND BALANCE		886,002.50
101-000-476.000	BUSINESS LICENSE AND PERMITS		2,500.00
101-000-478.000	LAND AND SPECIAL USE PERMITS		8,905.00
101-000-541.000	LIQUOR LICENSE REVENUE		68.75
101-000-574.000	STATE REVENUE SHARING		15,024.00
101-000-626.000	CHARGE FOR SERVICES		100.80
101-000-665.000	INTEREST INCOME		3,420.36
101-000-675.000	LOCAL GRANTS		4,885.00
101-000-684.000	OTHER REVENUE		632.03
101-000-693.000	SALE OF FIXED ASSETS		7,001.00
Total Dept 000		1,010,338.84	974,184.87
Dept 101 - TOWNSHIP BOARD			
101-101-702.000	WAGES	2,906.16	
101-101-715.000	SOCIAL SECURITY	222.32	
101-101-727.000	SUPPLIES	534.48	
101-101-801.000	PROFESSIONAL SERVICES	9,400.00	
101-101-802.000	CONTRACTUAL SERVICES	6,479.00	
101-101-900.000	PUBLISHING	219.30	
101-101-921.000	LIGHTING	1,006.12	
101-101-955.000	OTHER EXPENSE	161.76	
101-101-956.000	TRAINING & EDUCATION	18.00	
101-101-957.000	MEMBERSHIP DUES	325.00	
Total Dept 101 - TOWNSHIP BOARD		21,272.14	0.00
Dept 171 - SUPERVISOR			
101-171-702.000	WAGES	2,907.68	
101-171-715.000	SOCIAL SECURITY	222.44	
Total Dept 171 - SUPERVISOR		3,130.12	0.00
Dept 215 - CLERK			
101-215-702.000	WAGES	5,910.32	
101-215-715.000	SOCIAL SECURITY	451.36	
101-215-727.000	SUPPLIES	757.02	
101-215-860.000	MILEAGE	17.03	
101-215-956.000	TRAINING & EDUCATION	25.00	
Total Dept 215 - CLERK		7,160.73	0.00
Dept 253 - TREASURER			
101-253-702.000	WAGES	5,933.47	
101-253-715.000	SOCIAL SECURITY	453.91	
101-253-727.000	SUPPLIES	89.97	
101-253-802.000	CONTRACTUAL SERVICES	143.94	
Total Dept 253 - TREASURER		6,621.29	0.00
Dept 257 - ASSESSOR			
101-257-802.000	CONTRACTUAL SERVICES	9,183.20	
Total Dept 257 - ASSESSOR		9,183.20	0.00
Dept 265 - BUILDING & GROUNDS			
101-265-702.000	WAGES	613.20	
101-265-715.000	SOCIAL SECURITY	46.90	
101-265-802.000	CONTRACTUAL SERVICES	2,377.86	
101-265-920.000	UTILITIES	791.32	
101-265-930.000	REPAIRS AND MAINTENANCE	82.66	

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 101 - GENERAL FUND			
Total Dept 265 - BUILDING & GROUNDS		3,911.94	0.00
Dept 266 - ATTORNEY			
101-266-803.000	ATTORNEY	1,876.00	
Total Dept 266 - ATTORNEY		1,876.00	0.00
Dept 330 - LIQUOR LAW ENFORCEMENT			
101-330-702.000	WAGES	184.60	
101-330-715.000	SOCIAL SECURITY	14.12	
Total Dept 330 - LIQUOR LAW ENFORCEMENT		198.72	0.00
Dept 567 - CEMETERY			
101-567-727.000	SUPPLIES	310.00	
101-567-802.000	CONTRACTUAL SERVICES	500.00	
Total Dept 567 - CEMETERY		810.00	0.00
Dept 701 - PLANNING COMMISSION			
101-701-702.000	WAGES	600.00	
101-701-715.000	SOCIAL SECURITY	45.91	
101-701-900.000	PUBLISHING	193.50	
Total Dept 701 - PLANNING COMMISSION		839.41	0.00
Dept 751 - PARKS & RECREATION			
101-751-702.000	WAGES	1,200.00	
101-751-715.000	SOCIAL SECURITY	91.80	
101-751-727.000	SUPPLIES	5,672.09	
101-751-802.000	CONTRACTUAL SERVICES	11,085.14	
101-751-920.000	UTILITIES	131.00	
101-751-921.000	LIGHTING	58.20	
101-751-930.000	REPAIRS AND MAINTENANCE	3,953.10	
Total Dept 751 - PARKS & RECREATION		22,191.33	0.00
Total Fund 101 - GENERAL FUND			
NET OF REVENUES/EXPENDITURES - 2022-23		1,087,533.72	113,348.85
			1,087,533.72

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 204 - ROAD FUND			
Dept 000			
204-000-001.000	CASH	166,490.64	
204-000-005.000	CASH - MICHIGAN CLASS	509,358.95	
204-000-390.000	FUND BALANCE		537,839.43
204-000-665.000	INTEREST INCOME		2,103.16
204-000-727.000	SUPPLIES	145.00	
Total Dept 000		675,994.59	539,942.59
Total Fund 204 - ROAD FUND			
NET OF REVENUES/EXPENDITURES - 2022-23		675,994.59	136,052.00 675,994.59

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 206 - FIRE FUND			
Dept 000			
206-000-001.000	CASH	121,041.51	
206-000-005.000	CASH - MICHIGAN CLASS	409,576.21	
206-000-123.000	PREPAID EXPENDITURES	9,574.75	
206-000-214.101	DUE TO GENERAL FUND		2,848.42
206-000-390.000	FUND BALANCE		485,325.68
206-000-626.001	FIRE AND RESCUE CHARGES		1,500.00
206-000-665.000	INTEREST INCOME		1,691.22
206-000-702.000	WAGES	7,180.44	
206-000-715.000	SOCIAL SECURITY	549.29	
206-000-727.000	SUPPLIES	1,163.20	
206-000-728.000	SUPPLIES - MEDICAL & SAFETY	6,153.56	
206-000-920.000	UTILITIES	1,030.85	
206-000-930.000	REPAIRS AND MAINTENANCE	1,477.90	
206-000-931.000	REPAIRS AND MAINT - AUTO & APPARATUS	602.89	
Total Dept 000		558,350.60	491,365.32
Total Fund 206 - FIRE FUND			
NET OF REVENUES/EXPENDITURES - 2022-23		558,350.60	66,985.28 558,350.60

GL NUMBER	DESCRIPTION	BALANCE DEBIT	BALANCE CREDIT
Fund 220 - LAKE IMPROVEMENT FUND (INVASIVE SPECIES)			
Dept 000			
220-000-001.005	CASH	45,426.21	
220-000-390.000	FUND BALANCE		33,424.88
220-000-665.000	INTEREST INCOME		1.76
220-000-802.000	CONTRACTUAL SERVICES	925.00	
Total Dept 000		46,351.21	33,426.64
Total Fund 220 - LAKE IMPROVEMENT FUND (INVASIVE SPECIES)			
NET OF REVENUES/EXPENDITURES - 2022-23			
		46,351.21	12,924.57
			46,351.21
Total - All Funds:		2,368,230.12	2,368,230.12

PERIOD ENDING 05/31/2023

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2023	MONTH 05/31/2023	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-402.000	CURRENT PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00
101-000-411.000	DELINQUENT PROPERTY TAXES	0.00	0.00	0.00	0.00	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	0.00	0.00	0.00	0.00	0.00
101-000-448.000	SUMMER TAX COLLECTION FEE	0.00	0.00	0.00	0.00	0.00
101-000-451.000	SPECIAL ASSESSMENTS	0.00	0.00	0.00	0.00	0.00
101-000-476.000	BUSINESS LICENSE AND PERMITS	0.00	2,500.00	2,500.00	(2,500.00)	100.00
101-000-478.000	LAND AND SPECIAL USE PERMITS	0.00	8,905.00	5,260.00	(8,905.00)	100.00
101-000-479.000	VARIANCE AND APPEALS	0.00	0.00	0.00	0.00	0.00
101-000-480.000	CEMETERY FEES	0.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00	0.00
101-000-541.000	LIQUOR LICENSE REVENUE	0.00	68.75	0.00	(68.75)	100.00
101-000-542.000	METRO ACT REVENUE	0.00	0.00	0.00	0.00	0.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION AUTHORITY	0.00	0.00	0.00	0.00	0.00
101-000-574.000	STATE REVENUE SHARING	0.00	15,024.00	15,024.00	(15,024.00)	100.00
101-000-626.000	CHARGE FOR SERVICES	0.00	100.80	0.00	(100.80)	100.00
101-000-642.000	SALES	0.00	0.00	0.00	0.00	0.00
101-000-665.000	INTEREST INCOME	0.00	3,420.36	0.00	(3,420.36)	100.00
101-000-667.000	RENTAL INCOME	0.00	0.00	0.00	0.00	0.00
101-000-668.000	ROYALTIES	0.00	0.00	0.00	0.00	0.00
101-000-674.000	DONATIONS	0.00	0.00	0.00	0.00	0.00
101-000-675.000	LOCAL GRANTS	0.00	4,885.00	0.00	(4,885.00)	100.00
101-000-676.000	REIMBURSEMENT TO TWP	0.00	0.00	0.00	0.00	0.00
101-000-684.000	OTHER REVENUE	0.00	632.03	632.03	(632.03)	100.00
101-000-693.000	SALE OF FIXED ASSETS	0.00	7,001.00	7,001.00	(7,001.00)	100.00
101-000-699.000	TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	42,536.94	30,417.03	(42,536.94)	100.00
TOTAL REVENUES		0.00	42,536.94	30,417.03	(42,536.94)	100.00
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	0.00	2,906.16	1,533.08	(2,906.16)	100.00
101-101-715.000	SOCIAL SECURITY	0.00	222.32	117.27	(222.32)	100.00
101-101-727.000	SUPPLIES	0.00	534.48	343.86	(534.48)	100.00
101-101-801.000	PROFESSIONAL SERVICES	0.00	9,400.00	0.00	(9,400.00)	100.00
101-101-802.000	CONTRACTUAL SERVICES	0.00	6,479.00	1,968.00	(6,479.00)	100.00
101-101-860.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
101-101-900.000	PUBLISHING	0.00	219.30	0.00	(219.30)	100.00
101-101-921.000	LIGHTING	0.00	1,006.12	488.25	(1,006.12)	100.00
101-101-930.000	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	0.00
101-101-955.000	OTHER EXPENSE	0.00	161.76	120.00	(161.76)	100.00
101-101-956.000	TRAINING & EDUCATION	0.00	18.00	18.00	(18.00)	100.00
101-101-957.000	MEMBERSHIP DUES	0.00	325.00	0.00	(325.00)	100.00
101-101-958.000	INSURANCE	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 05/31/2023

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	05/31/2023 NORMAL (ABNORMAL)	MONTH 05/31/2023 INCREASE (DECREASE)	BALANCE 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		0.00	21,272.14	4,588.46	(21,272.14)	100.00
Dept 171 - SUPERVISOR						
101-171-702.000	WAGES	0.00	2,907.68	1,453.84	(2,907.68)	100.00
101-171-715.000	SOCIAL SECURITY	0.00	222.44	111.22	(222.44)	100.00
101-171-727.000	SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-171-860.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
101-171-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
101-171-956.000	TRAINING & EDUCATION	0.00	0.00	0.00	0.00	0.00
Total Dept 171 - SUPERVISOR		0.00	3,130.12	1,565.06	(3,130.12)	100.00
Dept 215 - CLERK						
101-215-702.000	WAGES	0.00	5,910.32	3,285.33	(5,910.32)	100.00
101-215-715.000	SOCIAL SECURITY	0.00	451.36	251.32	(451.36)	100.00
101-215-727.000	SUPPLIES	0.00	757.02	551.96	(757.02)	100.00
101-215-801.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
101-215-860.000	MILEAGE	0.00	17.03	17.03	(17.03)	100.00
101-215-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
101-215-956.000	TRAINING & EDUCATION	0.00	25.00	0.00	(25.00)	100.00
101-215-957.000	MEMBERSHIP DUES	0.00	0.00	0.00	0.00	0.00
101-215-971.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total Dept 215 - CLERK		0.00	7,160.73	4,105.64	(7,160.73)	100.00
Dept 247 - BOARD OF REVIEW						
101-247-702.000	WAGES	0.00	0.00	0.00	0.00	0.00
101-247-715.000	SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00
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	0.00	0.00	0.00	0.00	0.00
101-247-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
101-247-956.000	TRAINING & EDUCATION	0.00	0.00	0.00	0.00	0.00
Total Dept 247 - BOARD OF REVIEW		0.00	0.00	0.00	0.00	0.00
Dept 253 - TREASURER						
101-253-702.000	WAGES	0.00	5,933.47	2,898.73	(5,933.47)	100.00
101-253-715.000	SOCIAL SECURITY	0.00	453.91	221.76	(453.91)	100.00
101-253-727.000	SUPPLIES	0.00	89.97	0.00	(89.97)	100.00
101-253-801.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
101-253-802.000	CONTRACTUAL SERVICES	0.00	143.94	71.97	(143.94)	100.00
101-253-860.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
101-253-900.000	PUBLISHING	0.00	0.00	0.00	0.00	0.00
101-253-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	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	0.00	0.00	0.00	0.00
101-253-971.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 05/31/2023

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	05/31/2023 NORMAL (ABNORMAL)	MONTH 05/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 253 - TREASURER		0.00	6,621.29	3,192.46	(6,621.29)	100.00
Dept 257 - ASSESSOR						
101-257-702.000	WAGES	0.00	0.00	0.00	0.00	0.00
101-257-715.000	SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00
101-257-727.000	SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-257-802.000	CONTRACTUAL SERVICES	0.00	9,183.20	3,859.00	(9,183.20)	100.00
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		0.00	9,183.20	3,859.00	(9,183.20)	100.00
Dept 262 - ELECTIONS						
101-262-702.000	WAGES	0.00	0.00	0.00	0.00	0.00
101-262-715.000	SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00
101-262-727.000	SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-262-802.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	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		0.00	0.00	0.00	0.00	0.00
Dept 265 - BUILDING & GROUNDS						
101-265-702.000	WAGES	0.00	613.20	310.80	(613.20)	100.00
101-265-715.000	SOCIAL SECURITY	0.00	46.90	23.78	(46.90)	100.00
101-265-727.000	SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-265-802.000	CONTRACTUAL SERVICES	0.00	2,377.86	879.90	(2,377.86)	100.00
101-265-920.000	UTILITIES	0.00	791.32	438.06	(791.32)	100.00
101-265-930.000	REPAIRS AND MAINTENANCE	0.00	82.66	82.66	(82.66)	100.00
101-265-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
101-265-958.000	INSURANCE	0.00	0.00	0.00	0.00	0.00
101-265-971.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total Dept 265 - BUILDING & GROUNDS		0.00	3,911.94	1,735.20	(3,911.94)	100.00
Dept 266 - ATTORNEY						
101-266-803.000	ATTORNEY	0.00	1,876.00	861.00	(1,876.00)	100.00
Total Dept 266 - ATTORNEY		0.00	1,876.00	861.00	(1,876.00)	100.00
Dept 330 - LIQUOR LAW ENFORCEMENT						
101-330-702.000	WAGES	0.00	184.60	92.30	(184.60)	100.00
101-330-715.000	SOCIAL SECURITY	0.00	14.12	7.06	(14.12)	100.00
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 05/31/2023

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2023 NORMAL (ABNORMAL)	MONTH 05/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 330 - LIQUOR LAW ENFORCEMENT		0.00	198.72	99.36	(198.72)	100.00
Dept 536 - SANITARY SEWER						
101-536-801.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
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		0.00	0.00	0.00	0.00	0.00
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	310.00	310.00	(310.00)	100.00
101-567-802.000	CONTRACTUAL SERVICES	0.00	500.00	0.00	(500.00)	100.00
101-567-860.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
101-567-930.000	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	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		0.00	810.00	310.00	(810.00)	100.00
Dept 701 - PLANNING COMMISSION						
101-701-702.000	WAGES	0.00	600.00	400.00	(600.00)	100.00
101-701-715.000	SOCIAL SECURITY	0.00	45.91	30.61	(45.91)	100.00
101-701-727.000	SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-701-801.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
101-701-860.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
101-701-900.000	PUBLISHING	0.00	193.50	193.50	(193.50)	100.00
101-701-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
101-701-956.000	TRAINING & EDUCATION	0.00	0.00	0.00	0.00	0.00
101-701-957.000	MEMBERSHIP DUES	0.00	0.00	0.00	0.00	0.00
Total Dept 701 - PLANNING COMMISSION		0.00	839.41	624.11	(839.41)	100.00
Dept 702 - ZONING						
101-702-702.000	WAGES	0.00	0.00	0.00	0.00	0.00
101-702-715.000	SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00
101-702-727.000	SUPPLIES	0.00	0.00	0.00	0.00	0.00
101-702-802.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
101-702-860.000	MILEAGE	0.00	0.00	0.00	0.00	0.00
101-702-900.000	PUBLISHING	0.00	0.00	0.00	0.00	0.00
101-702-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
101-702-956.000	TRAINING & EDUCATION	0.00	0.00	0.00	0.00	0.00
Total Dept 702 - ZONING		0.00	0.00	0.00	0.00	0.00
Dept 751 - PARKS & RECREATION						
101-751-702.000	WAGES	0.00	1,200.00	1,200.00	(1,200.00)	100.00
101-751-715.000	SOCIAL SECURITY	0.00	91.80	91.80	(91.80)	100.00
101-751-727.000	SUPPLIES	0.00	5,672.09	1,749.89	(5,672.09)	100.00

PERIOD ENDING 05/31/2023

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	05/31/2023 NORMAL (ABNORMAL)	MONTH 05/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-751-801.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
101-751-802.000	CONTRACTUAL SERVICES	0.00	11,085.14	319.14	(11,085.14)	100.00
101-751-920.000	UTILITIES	0.00	131.00	65.50	(131.00)	100.00
101-751-921.000	LIGHTING	0.00	58.20	29.39	(58.20)	100.00
101-751-930.000	REPAIRS AND MAINTENANCE	0.00	3,953.10	2,418.10	(3,953.10)	100.00
101-751-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
101-751-971.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total Dept 751 - PARKS & RECREATION		0.00	22,191.33	5,873.82	(22,191.33)	100.00
Dept 880 - INVASIVE SPECIES						
101-880-802.000	CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
101-880-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
Total Dept 880 - INVASIVE SPECIES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	77,194.88	26,814.11	(77,194.88)	100.00
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		0.00	42,536.94	30,417.03	(42,536.94)	100.00
TOTAL EXPENDITURES		0.00	77,194.88	26,814.11	(77,194.88)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(34,657.94)	3,602.92	34,657.94	100.00

PERIOD ENDING 05/31/2023

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2023	MONTH 05/31/2023	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 204 - ROAD FUND						
Revenues						
Dept 000						
204-000-402.000	CURRENT PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00
204-000-411.000	DELINQUENT PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00
204-000-665.000	INTEREST INCOME	0.00	2,103.16	0.00	(2,103.16)	100.00
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		0.00	2,103.16	0.00	(2,103.16)	100.00
TOTAL REVENUES		0.00	2,103.16	0.00	(2,103.16)	100.00
Expenditures						
Dept 000						
204-000-727.000	SUPPLIES	0.00	145.00	0.00	(145.00)	100.00
204-000-801.000	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00
204-000-930.000	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	0.00
204-000-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	145.00	0.00	(145.00)	100.00
TOTAL EXPENDITURES		0.00	145.00	0.00	(145.00)	100.00
Fund 204 - ROAD FUND:						
TOTAL REVENUES		0.00	2,103.16	0.00	(2,103.16)	100.00
TOTAL EXPENDITURES		0.00	145.00	0.00	(145.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	1,958.16	0.00	(1,958.16)	100.00

PERIOD ENDING 05/31/2023

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDG USED
		AMENDED BUDGET	05/31/2023 NORMAL (ABNORMAL)	MONTH 05/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 206 - FIRE FUND						
Revenues						
Dept 000						
206-000-402.000	CURRENT PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00
206-000-411.000	DELINQUENT PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00
206-000-502.000	FEDERAL GRANTS	0.00	0.00	0.00	0.00	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	0.00	1,500.00	750.00	(1,500.00)	100.00
206-000-642.000	SALES	0.00	0.00	0.00	0.00	0.00
206-000-665.000	INTEREST INCOME	0.00	1,691.22	0.00	(1,691.22)	100.00
206-000-674.000	DONATIONS	0.00	0.00	0.00	0.00	0.00
206-000-675.000	LOCAL GRANTS	0.00	0.00	0.00	0.00	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		0.00	3,191.22	750.00	(3,191.22)	100.00
TOTAL REVENUES		0.00	3,191.22	750.00	(3,191.22)	100.00
Expenditures						
Dept 000						
206-000-702.000	WAGES	0.00	7,180.44	4,132.94	(7,180.44)	100.00
206-000-715.000	SOCIAL SECURITY	0.00	549.29	316.16	(549.29)	100.00
206-000-718.000	SUTA	0.00	0.00	0.00	0.00	0.00
206-000-727.000	SUPPLIES	0.00	1,163.20	1,092.20	(1,163.20)	100.00
206-000-728.000	SUPPLIES - MEDICAL & SAFETY	0.00	6,153.56	5,861.41	(6,153.56)	100.00
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	0.00	0.00	0.00	0.00	0.00
206-000-920.000	UTILITIES	0.00	1,030.85	543.61	(1,030.85)	100.00
206-000-930.000	REPAIRS AND MAINTENANCE	0.00	1,477.90	1,427.90	(1,477.90)	100.00
206-000-931.000	REPAIRS AND MAINT - AUTO & APPARATUS	0.00	602.89	247.71	(602.89)	100.00
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	0.00	0.00	0.00	0.00	0.00
206-000-957.000	MEMBERSHIP DUES	0.00	0.00	0.00	0.00	0.00
206-000-958.000	INSURANCE	0.00	0.00	0.00	0.00	0.00
206-000-971.000	CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	18,158.13	13,621.93	(18,158.13)	100.00
TOTAL EXPENDITURES		0.00	18,158.13	13,621.93	(18,158.13)	100.00
Fund 206 - FIRE FUND:						
TOTAL REVENUES		0.00	3,191.22	750.00	(3,191.22)	100.00
TOTAL EXPENDITURES		0.00	18,158.13	13,621.93	(18,158.13)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(14,966.91)	(12,871.93)	14,966.91	100.00

PERIOD ENDING 05/31/2023

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2023 NORMAL (ABNORMAL)	MONTH 05/31/2023 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	1.76	0.00	(1.76)	100.00
220-000-684.000	OTHER REVENUE	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	1.76	0.00	(1.76)	100.00
TOTAL REVENUES		0.00	1.76	0.00	(1.76)	100.00
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	925.00	0.00	(925.00)	100.00
220-000-955.000	OTHER EXPENSE	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	925.00	0.00	(925.00)	100.00
TOTAL EXPENDITURES		0.00	925.00	0.00	(925.00)	100.00
Fund 220 - LAKE IMPROVEMENT FUND (INVASIVE SPECIES):						
TOTAL REVENUES		0.00	1.76	0.00	(1.76)	100.00
TOTAL EXPENDITURES		0.00	925.00	0.00	(925.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(923.24)	0.00	923.24	100.00
TOTAL REVENUES - ALL FUNDS		0.00	47,833.08	31,167.03	(47,833.08)	100.00
TOTAL EXPENDITURES - ALL FUNDS		0.00	96,423.01	40,436.04	(96,423.01)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(48,589.93)	(9,269.01)	48,589.93	100.00



PLANNING DEPARTMENT
(231) 723-6041
Fax (231) 398-3526
planning@manisteecountymi.gov

Manistee County Planning Building, 395 Third Street Manistee, Michigan 49660

June 1, 2023

Onkama Township
ATTN: Clerk
5435 Main St
PO Box 458
Onkama MI 49675

Dear Onkama Township,

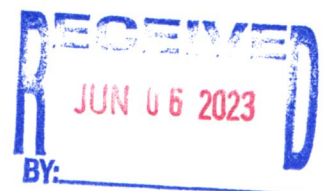
Enclosed is an invoice for the agreed upon extension to the current zoning service contract with Manistee County. This invoice covers payment to the end of the extension being September 30, 2023. Please submit payment to the Manistee County Planning Department no later than July 31st, 2023. The check should be made out to Manistee County.

If you have any questions, please feel free to reach out to the Manistee County Planning Department.

Regards,

A handwritten signature in black ink that reads "Jessica Sorensen". The signature is fluid and cursive.

Jessica Sorensen
Clerical Assistant





PLANNING DEPARTMENT
(231) 723-6041
Fax (231) 398-3526
planning@manisteecountymi.gov

Manistee County Planning Department, 395 Third Street Manistee, Michigan 49660

Date: 6/1/2023

Invoice #: 18-2023

Recipient: Onekama Township

Address: 5435 Main Street
PO Box 458
Onekama, MI 49675

Services Rendered:	Biannual Rate:	Halve:	Cost:
Onekama Twp Zoning Contract Services	Aug. 17 th - Sept. 30 th \$3,807.07	Extension	\$3,807.07

Product Output: **Total:**
Contracted services for Onekama Township:
Zoning Administration Level 2
Code Enforcement Level 1 \$3,807.07

Billing Total Due:
\$3,807.07

Please make payment to Manistee County.
Checks may be mailed to:
Manistee County Planning Department
395 Third St.
Manistee, MI 49660

RECEIVED
JUN 06 2023
BY: _____

2023 Permit for Fireworks Other Than Consumer or Low Impact

Authority: 2011 PA 256	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc. under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.
------------------------	---

This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of an at the place listed below only through permit expiration date.

TYPE OF PERMIT(S) (Select all applicable boxes) <input type="checkbox"/> Agricultural or Wildlife Fireworks <input type="checkbox"/> Articles Pyrotechnic <input checked="" type="checkbox"/> Display Fireworks <input checked="" type="checkbox"/> Public Display <input type="checkbox"/> Private Display <input type="checkbox"/> Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes	FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY. PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION)
NAME OF PERSON PERMIT ISSUED TO Portage Lake Association	AGE (18 YEARS OR OLDER) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
ADDRESS OF PERSON PERMIT ISSUED TO P.O Box 493, Onekama, MI 49675	
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION	
ADDRESS	
NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary) Approx. 200 3" Shells Approx. 80 4" Shells Approx. 45 5" Shells Approx. 5 Various Barrage Cakes 3" & Smaller	
EXACT LOCATION OF DISPLAY OR USE From a Pontoon in Portage Lake, Onekama, MI 49675	
CITY, VILLAGE, TOWNSHIP Onekama Township	DATE August 5th, 2023 (Rain: August 6th, 2023)
BOND OF INSURANCE FILED Yes	TIME Approx. 10:00 PM AMOUNT \$5,000,000

Issued by action of the Legislative Body of a <input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township of _____ on the _____ day of _____, 2023. _____ (Signature and Title of Legislative Body Representative)
--

THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT

PROPOSAL

**RON BROWN & SONS, INC.
ASPHALT PAVING**

All Types of Quality Paving

P.O. Box 254 – 17443 Pleasanton Highway - Bear Lake, Michigan 49614

(800) 968-2275 / (231) 864-2275 / Fax: (231) 864-3695 / Email: ronbrownandsons@gmail.com

PROPOSAL SUBMITTED TO: Onekama Township P.O. Box 458 Onekama, MI 49675	DATE:	May 31, 2023 (Revised)
	PHONE:	(231) 690-5182 Bob Blackmore
	JOB NAME:	Same
	JOB LOCATION:	Same
	EMAIL:	

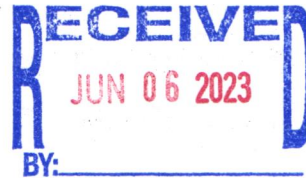
We hereby submit specifications and estimates for:

Thank you for inviting Ron Brown & Sons, Inc. to bid your project.
Enclosed is your estimate for work to be done by Ron Brown & Sons, Inc.

Remove and dispose of existing asphalt and concrete, replace concrete gutter pan, regrade for desired line and slope, place gravel as needed for sufficient base and elevations, pave with new asphalt, one course, 3".

As per enclosed print: \$56,666.00

If you are in agreement with the above and would like to plan your project; please sign one copy of this proposal, one copy of the attached print and return them to our office.




Again, thank you!

We propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of:

Same as above, dollars. (\$ 56,666.00).

Payment to be made as follows: Due Upon Completion.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.	Authorized Signature  Note: This proposal may be withdrawn by us if not accepted within 30 days. A Finance Charge of 1 ½ % per month, which is an Annual Percentage Rate of 18%, is charged on all past due accounts.
	Authorized Signature _____ Date of Acceptance: _____
Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Please see reverse side for General Conditions. Please sign and return one copy to our office. Thank you.	

GENERAL CONDITIONS

NO ORAL AGREEMENTS:

It is expressly understood that all the items, agreements and conditions relating to this contract are only those expressed in writing herein, and that there are no oral representations, undertakings, terms, agreements or conditions of any kind.

APPROVAL:

This proposal will not be binding upon our company until the signed acceptance has been received by us, and until it has been checked and signed by our Engineer and countersigned by an officer of this company in the space provided for their signatures on the reverse side of this proposal.

TIME FOR ACCEPTANCE:

This proposal must be accepted by the Purchaser within thirty (30) days from the date hereof. If not accepted within that period, the prices quoted herein are subject to change and this proposal may be withdrawn.

CHANGES:

No changes or alterations in the specifications shall be allowed except in writing and at prices agreed upon at the time the changes are authorized.

ESTIMATED OR APPROXIMATE QUANTITIES:

Quantities and areas in this proposal are approximate, arrived at for estimating purposes only, and it is understood that payment is to be made on actual quantities of work completed and actual areas covered unless otherwise indicated.

THICKNESS:

All description of paving thickness in this proposal referred to as average. Variation in sub base and technical limitation may result in variation in thickness average. We warrant sufficient material will be used on the project to result in the average thickness named.

CARPORTS:

Asphalt paving must be placed prior to the building of carports or the placing of asphalt curb.

PROPERTY LINES:

The Purchaser of this paving work shall establish and designate property lines, and Purchaser shall be obligated to pay for work performed as ordered in the event said work results in trespass on other property, and Purchaser shall also be responsible for any damages caused thereby to the Owner of such other property.

DELAYS:

The Contractor shall complete the job within a reasonable time but shall not be liable for delays beyond the control of the Contractor.

PERMITS:

The Owner or the Purchaser of the above work shall pay for any and all permits or assessment if they are required.

WET OR UNSTABLE SUBGRADE:

No materials will be placed on a wet, unstable or frozen sub-grade. A suitable sub-grade is a condition precedent to the requirement of performance of this contract.

REPRODUCTION CRACKS:

When resurfacing concrete, brick or asphalt pavements, the Contractor is not responsible for the reproduction cracks or expansion joints which may occur.

MINIMUM GRADE:

Contractor reserves the right to refuse to construct a pavement unless minimum grades of 1% are possible for surface drainage. If the Owner directs construction with less than a minimum grade of 1%, it is understood that water ponding may occur and that no warranty attaches to the work as to satisfactory surface drainage. Depressions over 1/4 inch will be filled.

STOCK PILING STRUCTURES:

Contractor shall be permitted to stockpile materials necessary to the performance of its work, on the Purchaser's property adjacent to the site of the work, without cost.

UNDERGROUND STRUCTURES:

It is Purchaser's responsibility to advise Contractor of the existence and location of all underground structures such as sewers, water and gas lines, etc., which might be encountered by Contractor in the performance of its work hereunder. Contractor shall be deemed to have notice of the existence of only those structures specifically referred to in this proposal, and of the location thereof as indicated in this proposal. If it develops in the performance of the work that the identity or location of the underground structures varies from those specified herein, any extra cost occasioned thereby in moving, protecting or covering the same, or otherwise, shall be borne by the Purchaser.

SOIL CONDITION:

Should any unusual conditions be encountered not specifically referred to in this proposal, any extra cost in the performance of the work occasioned by such conditions shall be paid by Purchaser.

TREE ROOTS:

Contractor shall not be responsible for damage to trees occasioned by removal of tree roots in preparing the road bed, nor shall Contractor be obligated to remove damaged or destroyed trees.

TIMELY PAYMENT:

As stated above, payment in full is due and payable upon completion of the the job. Interim billings for partial performance are due and payable thirty (30) days after presentment of said billings. The Purchaser agrees to pay interest at the rate of 1.5% per month on any amount due the Contractor with said interest to start accruing thirty (30) days after presentation to the Purchaser of a billing for work performed and/or expenses incurred by the Contractor. This interest is at an annual rate of 18%. Ron Brown & Sons, Inc. may on written notice to the Buyer, terminate this contract when for a period of five days after a payment is due, as provided herein, Buyer fails to make said payment or payments. On such termination, Ron Brown & Sons, Inc. may recover from the Buyer payment for all work completed and for any loss sustained by him for materials, etc., to the extent of actual loss thereon, plus loss an a reasonable profit.

ACCEPTANCE:

The paving shall be deemed accepted by the Owner at such time as his area is opened to the public for travel and parking. If for any reason the wearing course is not placed before the base course is parked on, the Owner shall be responsible for the cost of repair.

HIDDEN OBJECTS:

Contractor assumes no responsibility for removing hidden objects encountered during the performance of the work. Any costs incurred by the removal and disposal of such hidden objects shall be borne solely by the Purchaser and the Contractor shall be reimbursed accordingly.

ZONING REQUIREMENTS & OTHER LOCAL REGULATIONS:

Contractor assumes no responsibility for determining whether the Purchaser has the legal right or authority to pave the property as directed. Notwithstanding that such work might be deemed to violate any ordinance, zoning regulations, or other law, the Purchaser shall, nevertheless, be obligated to pay for work performed as ordered.

MAINTENANCE GUARANTEE

This is guaranteed against failure due to improper workmanship or materials for a period of one year after construction, unless otherwise stated herein. Use of a pavement for a purpose other than the disclosed and intended use, or by heavier traffic than disclosed will void this guarantee. It is understood that this guarantee does not cover damage caused by intentional or accidental excavation, fire, flood, gasoline, oil, chemicals, subsurface water overloading or other misuse. Failure of the Purchaser to conform to the requirements of a timely payment as stipulated in the General Conditions will void this guarantee. This guarantee does not apply to first or intermediate stages of construction. Asphalt bases are not guaranteed. This guarantee starts when the final wearing surface is placed and the pavement structure is brought up to full design strength.

P.O. BOX 254
17443 PLEASANTON HWY.
BEAR LAKE, MI 49614

RON BROWN & SONS, INC.

1-800-968-2275
PH. (231) 864-2275
FAX (231) 864-3695

NAME: Onkama Township

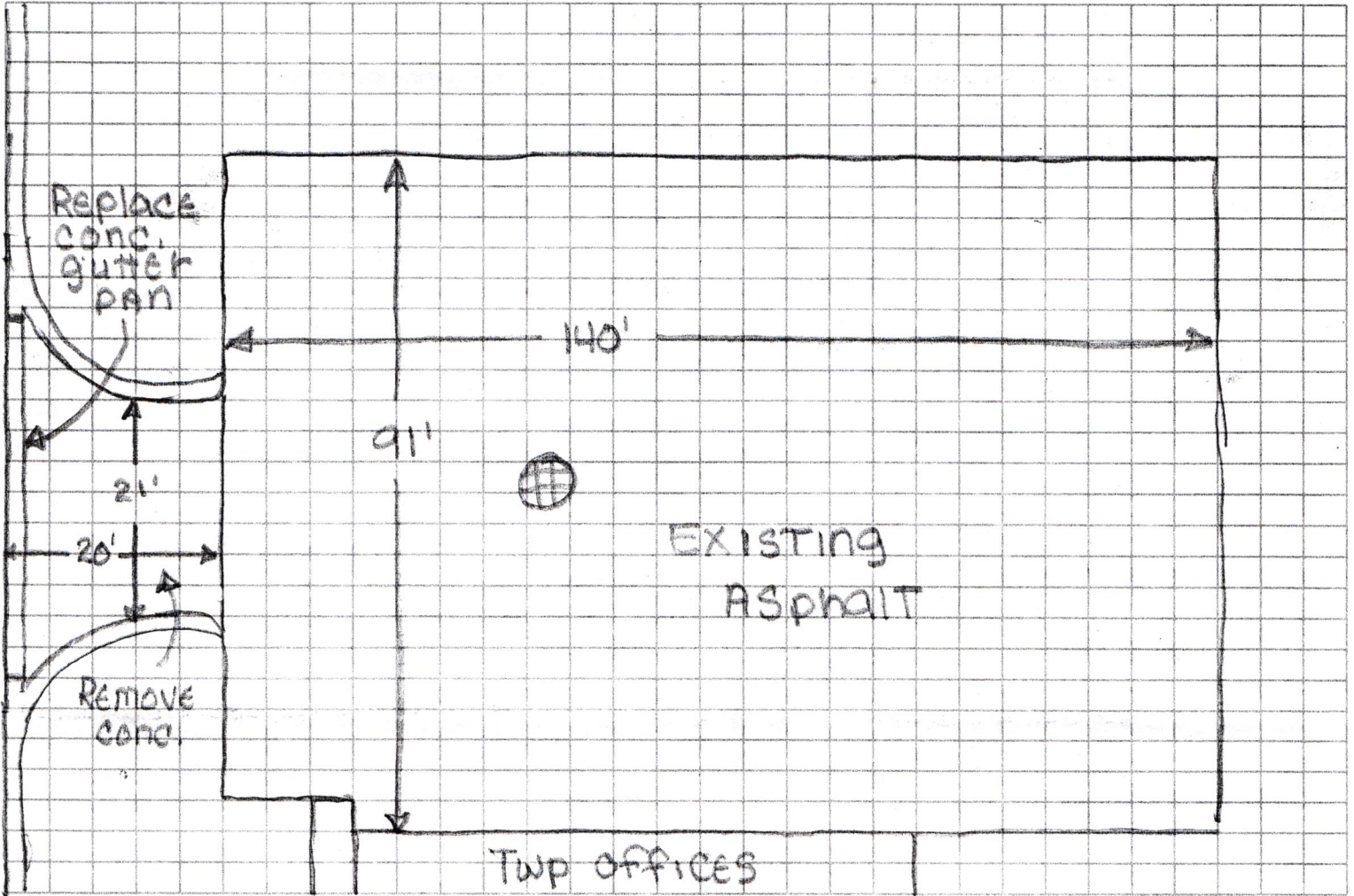
DATE: 5/30/2023 REVISED

ADDRESS: P.O. Box 458
Onkama MI 49675

PHONE: 231-690-5182 BOB Blackmore
231-889-3308

DESCRIPTION OF WORK: Remove & Dispose of Existing Asphalt and Concrete, Replace concrete gutter pan, Regrade for desired line & slope, add gravel as needed for sufficient base & elevations, Repave with 3" new

SKETCH (NOT TO SCALE) asphalt



WORK AUTHORIZATION

RECEIVED
JUN 06 2023
BY: _____

SUBMITTED BY

GLOTT

RON BROWN & SONS, INC.

DATE: _____

ACCEPTED BY: _____

THIS PROPOSAL EXPIRES 30
DAYS FROM THE ABOVE DATE.

DATE: _____





Drop Box Requirements and Recommendations

Requirements whether indoors or outdoors

- Capable of being securely locked
- Designed to prevent the removal of absent voter ballots when locked
- Secured to prevent the removal of the absent voter drop box from its location
- Theft deterrent / resistant
- ADA compliant

Requirements if outdoors

- Capable of being securely locked and bolted to the ground or other stationary object
- Equipped with a single slot or mailbox-style lever for the deposit of absent voter ballot applications and absent voter ballots, and all other openings on the box must be securely locked

Recommendations

- Rust-resistant (for example: aluminum, stainless steel)
- Weather resistant
- Fire suppressant / resistant
- Liquid drainage system, to prevent any liquid that may enter a box from damaging the contents
- At least two unique keys per lock. Unique keys must only open a single, particular box and may not open any other boxes. Replacement unique keys cannot be ordered and cannot be duplicated.
- Large enough to accept a minimum of 100 ballot envelopes

Mark Thompson Tree
& Stump Removal, LLC
12351 Russell Street
Bear Lake, MI 49614

Kath Phelps
2302 Happy Hollow
Omekeama MI 49660

Invoice #: 5487

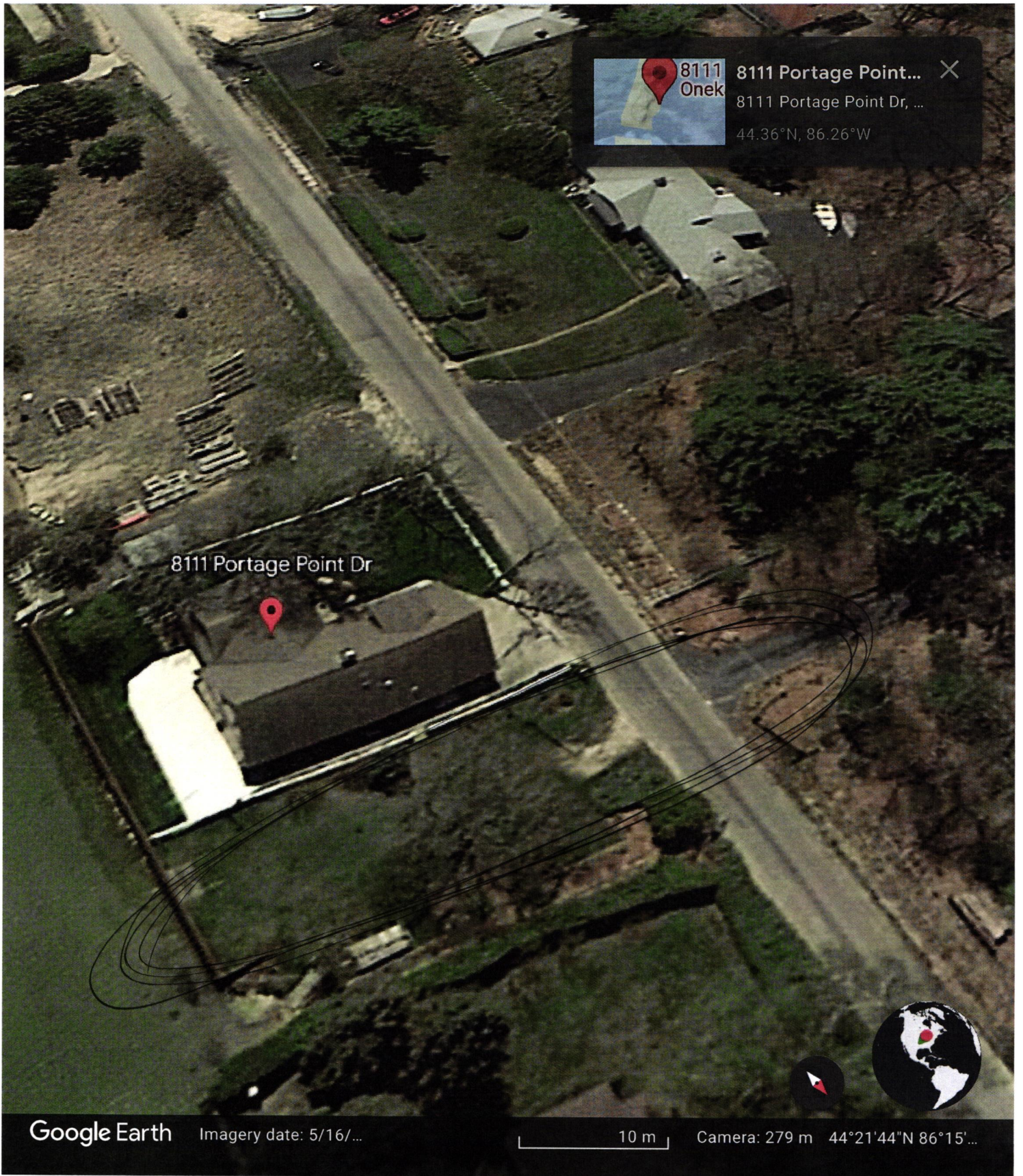
Date: 5/26/2023

Description	Rate
Removal and cleanup of tree and stump by drive and block up wood	1,000.00
Removal of 2 leaning trees from Tap Property	800.00
Removal and cleanup of big beach tree east of drive	1,200.00
Total	\$3,000.00
	Payments/Credits \$0.00
	Balance Due \$3,000.00

231-864-2671







8111 Portage Point Dr



8111 Portage Point...
8111 Portage Point Dr, ...
44.36°N, 86.26°W

Google Earth

Imagery date: 5/16/...

10 m

Camera: 279 m 44°21'44"N 86°15'...



Whitehall
900 Industrial Park Dr.
Whitehall, MI, 49461
(231) 894-5627

Ludington
Ludington, MI
(231) 843-0701

Manistee
PO Box 637
Manistee, MI 49660
(231) 723-6868

Sparta
Sparta, MI
(616) 344-6760

May 24th, 2023

Onekama Township
ATTN: BOB BLACKMORE
clerk@onekamatwp.org

Re: Roof installation over inverters in rear at 5435 Main St- Onekama Fire Hall

We propose to furnish labor, material, equipment and insurance to complete the following work:

1. Set up all safety devices to perform work.
2. Remove present roof down to deck.
3. Remove and replace any damaged roof decking.
4. Install new white 1 ½" T-drip to the perimeter of the roof. Any other color must be specified by customer.
5. Apply one layer of ice and water shield to the area.
6. Using roofing nails, install new Malarkey Highlander algae resistant laminated shingles to entire roof surface in designated area.
7. Repair small area of fascia wood and metal as needed.
8. Clean and remove all debris created by our work from roof and premises and haul to a legal landfill.

Cost: \$1,750.00

NOTE: This quote will be effective for 20 days only, due to price increases beyond our control.

NOTE: All deviations from quoted work, including, but not limited to, removal of water, ice, snow, and etc., will be completed on a time and material basis. We will not be held responsible for leaks or damage caused by ice backups. **Building permits are not included in the price. If permit is needed, cost will be added to customer's final bill.**

NOTE: The roofing industry is currently experiencing price volatility in asphalt and wood related products. Because firm prices cannot be obtained from suppliers, prices are subject to change. If there is an increase in the price of materials charged to the contractor after making this proposal/contract, the proposal/contract shall be increased to reflect the additional cost to the contractor.

TERMS: If you desire us to complete this work, please return one signed copy of this proposal along with 50% down payment to our office. Remaining 50% is due within 30 days of completion. All accounts will be subjected to a monthly late payment charge of 1.5%. If Bob's Roofing must take legal action to enforce the terms of this agreement, or any other work performed for us, we, the undersigned, agree to reimburse Bob's Roofing for all cost incurred, including reasonable attorney fees.

We have been a member of the **National Roofing Contractors Association** since 1976. We appreciate your loyalty and thank you for the opportunity to quote your roofing requirements. Please feel free to contact us if you have any questions regarding this bid.

Sincerely,
Kris Johns

Signed/Accepted _____ Date _____

Onekama Township Parks and Recreation Committee Report

Tuesday, June 6, 2023

Michelle Ervin, Chair

Bick Pratt Vice Chair

Al Taylor, Board Representative

Andrea Arthur (Village of Onekama), Gary Madden (Onekama Consolidated Schools), Tyler

Dula (Manistee Conservation District), Paul Mueller, Justin Sedelmaier, Dr. Brian Allen

Health and Wellness advisor, Dr. Jay Siwek

Michelle Swanson, Recording Secretary

Jean Capper, Seasonal Parks Manager

PURPOSE, OBJECTIVE & DUTIES

The general purpose of the Committee is to assist and advise the Onekama Township Board in Township parks and recreation matters.

The Committee's responsibilities and duties shall be:

- (a) Develop and recommend an annual budget for parks & recreation.*
- (b) Recommend the acquisition, design and improvement of current and future areas and facilities for recreation.*
- (c) Recommend maintenance standards for each of the Township's parks and recreation areas.*
- (d) Recommend rules and regulations governing the use of Township parks and recreation areas.*
- (e) Develop and lead recreation programs.*
- (f) Research, recommend, foster and evaluate new and existing recreational partnerships.*

Summary of recent accomplishments

Pratt:

1. **Project** Park wayfinding signs MCCF Grant - Signs installed on time (Pratt)
2. **Project** MCCF Grant - Spicer Proposal for final design services and improvements to Langland Park submitted and **meeting with MCCF representatives held** (Pratt)
3. **Reporting** Park counters installed. Data collected monthly starting May 1. (Pratt)
4. **Event** Onekama History Association two meetings held goals set (Ervin/Taylor)
5. **Event** Kids and Kites updated date: over 60 attendees, Manistee Advocate article (Ervin/Capper)
6. **Event** Manistee ISD Special Education Field Trip (Ervin/Capper)
7. **Event** Black Willow Field Trip: 20 trees planted by OCHS 10th Graders (Capper)
8. **Meeting/Goals set:** College volunteer goals set, Children's Science series curriculum planned (Ervin/Capper)
9. **Event Planning** Pickleball series details being finalized (Capper)
10. **Meeting/Goals set:** Village/Township met to introduce ourselves and touch on several areas of potential cooperation. (Taylor/Capper/Arthur/Ervin)
11. **Project** Kayak Launch Trifold. Final updates submitted, expect proof within a week. (Taylor/Ervin)

Activities in progress

1. Langland Beach Volleyball project: (Mueller)
2. Parks Management Plans North Point Park, Langland Park, Portage Wetland Park, Glen Park: (Ervin/Pratt/Allen)
3. Onekama Parks Species Management Plan: (Dula/Sedelmaier/Taylor)
4. Portage Wetland Park project/pathway:(Pratt/Taylor/Ervin)
5. OCS Pickleball Project: (Pratt/Capper)

Upcoming June Events

1. Birding by Ear Guided Bird Walk, North Point Park, Wed. June 14,(Allen)
2. Yoga on the Beach, Langland Park, Wednesday, June 28 (Capper)
3. Children's Series: The Portage Lake Watershed: Glen Park, Thursday, June 29, (Capper collaboration w/PLWF)
4. BioBlitz Friday, North Point Park, Friday June 30,(Capper/Ervin w/ Manistee Conservation District)
5. Rockhounding 101, Pierport Road End, Friday June 30 North Point Park (Leann Burger)

Financial

1. C&W North Point Park ADA Portable restroom - monthly
2. Republic trash/North Point Park - weekly. May add Langland service (Blackmore)
3. Reimbursement for Seasonal Parks Manager tools/WAAG supplies
4. Pickleball storage box, locks, chain
5. Trail Counters: electric encasement boxes & locks
6. Reprint of Downtown Walking Tour, Jack Pine

Committee Recommendations to the Board of Trustees Review and approve

None

May 23, 2023

Onekama Township
c/o David Meister, Township Supervisor
PO Box 458
Onekama, Michigan 49675

RE: Residential Drainage Improvement
Onekama Township, Manistee County, Michigan
Agreement for Professional Engineering Services

Mr. Meister:

At your request, we have developed the following Scope of Professional Services to provide surveying and engineering services to assist in providing a solution to an existing stormwater runoff problem between two residential properties in Onekama Township, Manistee County. These two properties have the following property owners and addresses:

Paula M. Vanecek Trust	8793 Portage Point Drive, Onekama, MI 49675
Linda Ann Ray and James Robert Stokes	8831 Portage Point Drive, Onekama, MI 49675

Project Understanding

Based on a field investigation and discussions with representatives from Onekama Township it is our understanding that an existing drainage issue between two tightly spaced garage structures needs a solution amenable to both property owners. Currently a wall has been placed in between these two garages to mitigate runoff from Ray and Stokes' property into and against a newly constructed garage on the Vanecek Trust property.

We further understand we are being requested to determine a solution to prevent direct runoff from the Ray and Stokes garage from impacting the Vanecek garage. Additionally, this solution should serve to direct runoff away from both garage structures to the maximum extent practical.

Based on our field investigation and recent discussion with all parties we have identified an option to construct a small infiltration basin and possibly an infiltration structure, depending on groundwater depths, to capture excess runoff from the northerly garage. This infiltration basin would be constructed to the east of the northerly garage, immediately north of the existing paved driveway. This basin would be sized to capture excess runoff from the northerly garage. Excess runoff from the surrounding area would also enter the infiltration basin and larger storm events that exceed the capacity of the infiltration basin would continue to flow to the south. Calculations summarizing the size of the basin and how much stormwater runoff can be captured will be provided.

In addition to the infiltration basin, we are also proposing gutters be placed on either side of the northerly garage with downspouts and piping to direct the runoff to the proposed infiltration basin and away from both garage structures.

The following summarizes the scope of services we are proposing to provide this solution.

Scope of Services (Fees)

Based on our understanding of the project, the scope of our proposed professional engineering services for the project, is as follows:

1. Perform visual inspection of the site with photo documentation. Attend meeting with stakeholders to summarize observations and recommendations. (complete). (\$900)
2. Perform topographic survey of existing property, including location and elevation of structures, fences, walls, driveway, trees, and finish floors of the project. (\$1,200)
3. Identify and delineate the existing septic field on the Ray and Stokes property if limits are discernable. A copy of the septic field permit drawing or having the limits of the septic field flagged in the field would expedite this delineation. We may be able to probe to determine limits, but it would be a general estimate if it is the only means. (\$400, if field verification through probing or hand digging is required)
4. Prepare a plan view CAD drawing showing existing conditions, property lines and all topographical survey data, including elevations. (\$900)
5. Identify contributing areas and perform some basic runoff calculations to assist with the design of a stormwater runoff solution. (\$600)
6. Prepare a one sheet CAD plan drawing showing proposed improvements to alleviate the runoff issues (Assume a couple of iterations). This drawing should be adequate to obtain construction quotes from appropriate contractors. (\$1,900)
7. Coordinate with the Township and stakeholders on this property as needed to finalize a needed solution. At this time, we have assumed two (2) Teams or Zoom meetings. (\$800)
8. Assist in soliciting a contractor to perform the work. Assume some coordination and an onsite meeting. (\$800)

Additional Services

We will furnish additional services for this project only upon authorization. Our fee for the additional services will be determined at the time they are agreed to and rendered. Some services not included in this proposal include, but are not limited to:

1. Inspection during the construction of the proposed improvements.
2. Staking of proposed improvements for your designated contractor.
3. Construction administration such as the review and approval of payments to the contractor.

Fee Structure

Our fees are based on our standard hourly rates; therefore, invoices will be for actual hours of service provided on this project. Our estimated fees for this project are based upon our experience with the actual time required on previous projects of this type. We will submit monthly invoices to you for services

furnished and for any reimbursable expenses during each phase of the authorized work. Our Not to Exceed fees are outlined below.

Our estimated hourly fees for services on this project are \$7,500.00.

We have calculated these fees based on our current understanding of the project. Should we approach the amount of the fee for any reason before we are finished with the work, if the scope changes, or if our understanding was incorrect, we will notify you and discuss with you the option of further adjusting the amount of the fee or adjusting the scope of services. Attached to this letter is a copy of our general conditions for our services which are part of this agreement. Any changes to this agreement must be agreed to by both of us in writing.

If this proposal meets with your approval, please acknowledge your approval by signing and returning it to our office. We deeply appreciate your confidence in our firm, and we are looking forward to working with you on this project.

Sincerely,



Shawn P. Middleton, P.E., CFM
Sr Project Manager/Vice President

SPICER GROUP, INC
302 River Street
Manistee, MI 49660
Phone: 231-794-5620

Above proposal accepted and approved by Owner:

By: _____
David Meister, Onekama Township Supervisor

Date: _____

By: _____
Ray /Stokes Party

Date: _____

By: _____
Vanecek Trust Party

Date: _____

CC: SGI File #134198SG2023

Date	Name	Parcel #/Address	Action
5/1/2023	Morley	Office Visit	Office Visit to View GIS parcel lines. Ask several zoning questions and was able to answer them on the spot while reviewing the zoning ordinance.
5/1/2023	Dave Wallace	TWP	Discussed public noticing for the Township's Master Plan. Noticing requirement will be satisfied.
5/2/2023	Monica	7545 Beachknolls Trl	Looking for measurements of some land for a permit. I am expecting to talk about setbacks. LM 5/2 @4pm
5/2/2023	Elaine Mayland	7810 Edgewater Rd	ZO Question R1 District- accessory buildings. LM 5/2@4pm
5/2/2023	Diana Kovalcik	11-290-158-10	Realtor with a buyer asking about Short Term Rentals. Directed her to Shelli Johnson
5/2/2023	Joyce Enwrite	pierport, 13mile	Needs work on the house, wanted to start with Zoning Regulations. I emailed her RR4 Regulations and discussed when a LU Permit is needed.
5/11/2023	Steve Baumgartner	3952 Portage Point Dr	wondering about combining two parcels his house and detached garage are on, sent over parcel combo form for the EQ office and the residential land use app with setbacks via email
5/12/2023	Michael Grindem		Calling to check on status of permit
5/12/2023	Matthew Johnson	11-370-138-00	Selling: How is the property zoned? Anything preventing building?
5/15/2023	Michael Grindem		Calling to check on status of permit
5/15/2023	Diana Kovalcik	11-290-158-10	Calling to discuss short term rentals. I emailed her back with Clerk's information and Onekama's website page for short term rentals.
5/17/2023	Doug Callaway	Protage Ridge	wondering about a lot they have in the condo development and what the route forward is if they cannot meet setbacks with the lot being too small. Let him know that they would need a variance and that the association could not supersede the ZO

TLSA Final Bills 6/2/2023

\$ 3250.00 Audit Cost
+ 241.50 Short Fall For Bills

\$ 3491.50 TOTAL Due

÷ 4 ways

= \$872.87 We each owe

a need in account by end of June
to pay for Audit by the end of the
month, to close out.

Thanks David