

AGENDA
CHOCOLAY TOWNSHIP BOARD

Township Fire Hall Room
November 14th, 2022 – 5:30 P.M.

I. MEETING CALLED TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL: Richard Bohjanen (Supervisor), Max Engle (Clerk), Ben Zyburt (Treasurer), Dave Lynch, Kendra Symbal, Donald Rhein, Judy White (Trustees).

IV. APPROVAL OF AGENDA – Additions/Deletions.

V. PUBLIC COMMENT

VI. CONSENT AGENDA

- A. Approve Minutes of Previous Meetings –Regular Meeting, October 10, 2022, and Closed Session Meeting Minutes October 10, 2022.
- B. Approve Revenues and Expenditure Reports – October 2022.
- C. Approve Bills Payable, Check Register Reports – October 6, 12, 26, and 28, 2022.
- D. Approve Regular Payroll – October 13, and 27, 2022.

VII. SUPERVISOR’S REPORT

- A. Annual Performance Review of Manager

VII. CLERK’S REPORT

- A. “Freedom of Information Act – FOIA” Statement: “As a result of the Charter Township of Chocolay’s handling of requests made pursuant to the Freedom of Information Act (FOIA) the Township has evaluated our prior FOIA practices and processes and has taken actions to be compliant with FOIA and make the process more efficient.”
- B. Elections Update.

IX. PUBLIC HEARING

- A. FY 2023 Proposed Township Budget.

X. PRESENTATIONS

- A. OHM Water Study Financial Findings

XI. UNFINISHED BUSINESS

- A. Consider Water Study Direction – OHM and Associates.
- B. Set Pension Committee Meeting.

XII. NEW BUSINESS

- A. Discussion FY 2023 Proposed Budget.
- B. Request to Approve the Emergency Purchase of Heat Exchangers for 3 Furnaces at Township Buildings.
- C. Approve Annual Delinquent Sewer Billing List.
- D. Request for Capital Commitment and DNR Application for Chocolay River Marina/ Park
- E. Manager Update for the Sewer and Budget.

XIII. BOARD MEMBER’S COMMENTS

XIV. PUBLIC COMMENT

XV. CORRESPONDENCE, MEETING MINUTES AND INFORMATION.

- A. Minutes - Marquette County Solid Waste Management Authority; Regular Meeting of October 19, 2022, Draft.
- B. Minutes – Marquette Area Wastewater Advisory Board; Regular Meeting of September 15, 2022, Draft.
- C. Information – Chocolay Township Newsletter – October 2022.

XVI. ADJOURNMENT

October 10, 2022

The regular meeting of the Chocolay Township Board was held on Monday, October 10, 2022, in the Chocolay Township Fire Hall. Supervisor Bohjanen called the meeting to order at 5:30 p.m.

PLEDGE OF ALLEGIANCE.

TOWNSHIP BOARD.

PRESENT: Richard Bohjanen, Max Engle, Judy White, Don Rhein, Kendra Symbal

ABSENT: Ben Zybert (excused), David Lynch (excused)

STAFF PRESENT: William De Groot, Suzanne Sundell

APPROVAL OF AGENDA.

Rhein moved, White supported to approve the agenda as modified to include the addition of "Approval of Minutes – Closed Session of September 7, 2022" under the Consent Agenda VI.A.

MOTION CARRIED

PUBLIC COMMENT – NONE

CONSENT AGENDA

- A. Approve Minutes of Previous Meeting – Special Meeting, September 7, 2022 and Regular Meeting, September 23, 2022. (**Approval of Minutes – Closed Session of September 7, 2022**)
- B. Approve Revenue and Expenditure Reports – September 2022.
- C. Approve Bills Payable, Check Register Reports – September 6, 2022 (Check # 25632, in the amount of \$38,495.00), September 23, 2022 (Check #'s 25633 – 25658) in the amount of \$48,703.48), September 16, 2022 (Check # 4A (ACH) in the amount of \$173,605.46), and September 27, 2022 (Check #'s 25659 – 25686, in the amount of \$39,531.29).
- D. Approve Bills Payable – Regular Payrolls of September 1, 2022 (Check #'s DD2693 – DD2707 and Check #'s 11254 – 11259 (Voided 11256), Federal, State, and MERS in the amount of \$39,098.47), September 15, 2022 (Check #'s DD2708 – DD2740 and Check #'s 11260 – 11264, Federal, State, and MERS in the amount of \$40,095.50), and September 29, 2022 (Check #'s DD2741 – DD2764 and Check #'s 11265 – 11269 Federal State, and MERS in the amount of \$38,440.96).

Symbal moved, Rhein supported to approve the consent agenda as modified.

MOTION CARRIED

SUPERVISOR'S REPORT

Supervisor Bohjanen gave a brief summary of the MTA UP Seminar – attended sessions on Ordinances and Right to Farm. The Ordinance session justified what the Township is in the process of doing, and the issue of enforcement. Enjoyed seeing other people from the neighboring townships. Would recommend to all if the opportunity would present itself again.

CLERK'S REPORT

Clerk Engle reported on the upcoming election – a total of 1,550 ballots have been sent out, with approximately 350 returned.

PUBLIC HEARING – NONE.

PRESENTATION – NONE.

CONSIDER SECOND READING AND ADOPTION OF THE TOWNSHIP ZONING MAP.

White moved, Rhein supported that:

Whereas, in accordance with the provisions of the Township Zoning Ordinance and Michigan Public Act 110 of 2006, as amended, changes made in district boundaries and other matters portrayed on the Zoning Map shall be entered on the Official Township Zoning Map, and

Whereas, the Township Board held a public hearing on September 12, 2022, and

Whereas, the last time the Zoning Map was amended was in 2015;

Now Therefore be it Resolved, that the Township Board adopt the amended Zoning Map Draft as the Official Zoning Map;

Let it further be resolved, that the effective date will be 15 days after a notice of amendment has been published in the Mining Journal.

ROLL CALL VOTE:

AYES: Rhein, Symbal, White, Engle, Bohjanen

NAYS: None

ABSENT: Zybert, Lynch

RESOLUTION PASSED

FY 2022 ANNUAL BUDGET AMENDMENTS

Engle moved, White supported that:

Whereas, a budget was adopted by the Chocolay Township Board to govern the anticipated General Fund expenditures of the Township on December 13, 2021 for fiscal year 2022; and

Whereas, no new reserve funding is required, and

Whereas, by the passage of this proposed shifting, funds from Contingency Expense to Operating Expense will be needed, and

Whereas, as a result of unanticipated market increases it is necessary to modify the budget,

Now Therefore, Be It Hereby Resolved, that the FY2022 budget be modified in accordance with the graphic provided.

Provided Graphic:

BUDGET AMENDMENTS		DR	CR
101.285.952	General Fund - Salary Contingency	\$ 2,500.00	
101.190.713	General Fund - Elections - Overtime		\$ 2,500.00
101.285.952	General Fund - Salary Contingency	\$ 472.50	
101.253.713	General Fund - Treasurer - Overtime		\$ 472.50
101.285.951	General Fund - OGG - Contingency	\$ 7,300.00	
101.285.910	General Fund - Insurance & Bonds		\$ 7,300.00
101.285.951	General Fund - Contingency	\$ 9,000.00	
101.756.790	General Fund - Rec & Prop - Grounds / Equip Mntc		\$ 9,000.00

ROLL CALL VOTE

AYES: Rhein, Symbal, White, Engle, Bohjanen

NAYS: None

ABSENT: Zyburt, Lynch

MOTION CARRIED

REQUEST TO SET A BENEFITS COMMITTEE MEETING

As Treasurer Zyburt (Chair of the Benefits Committee) was absent from this Board meeting, it was suggested that this item be postponed until the November 14, 2022 Township Board Meeting.

White moved, Engle supported to postpone until the November 14, 2022 meeting.

MOTION CARRIED

REQUEST FROM FIRE DEPARTMENT TO BECOME A MI-MABAS COMMUNITY

Township Manager De Groot explained what this means to the Township. A perfect example of MABAS (Michigan Mutual Aide Box Alarm System) was the Menominee paper mill fire. With MABAS, Central Dispatch would be able to send certain trucks. The purpose of this Issue Brief is to give the Township Board a heads up on what may be coming in the future. The Board felt that this was a good idea.

ROAD IMPROVEMENT SPENDING PLAN (FY 2023 – 2032)

Supervisor Bohjanen stated that the road paving plan has been reviewed and updated. Staff worked with the Road Commission to update ratings on all local paved roads. A recommendation was prepared based on these ratings and in conjunction with the Road Commission to maximize cost sharing over the next ten years. The Township is also working with the Road Commission to look at Geotech fabric, along with experimental processes such as glass.

2023 – Mangum Road. From U.S. 41 east 1.5 miles. Wedge and overlay. Cost estimate is \$360,735.00.

2024 – Shot Point Road 1.5 miles. Miscellaneous. Cost estimate of \$431,334.00

2025 – Mangum Road. From ending point in 2023, 1.5 miles east to Greenfield Road. Wedge and overlay. Cost estimate is \$360,735.00

*2026 – Greenfield Road 0.7 miles and Green Garden Road 0.4 miles from the bridge to Greenfield Road. Miscellaneous. Cost estimate of \$431,334.00

*2027 – Old Little Lake Road (Both sides of 480) 2.3 miles and Truckery Court .1 mile. Wedge and overlay. Cost estimate \$480,980.00

*2028 – Kawbawgam Road. From M28 1.6 miles south to the Bridge. Wedge and overlay. Cost estimate \$375,000.00

*2029 – Cherry Creek Road (South of 480) 1.7 miles to the gravel portion and Old Kiln Road .4 miles. Wedge and overlay. \$390,000.00

*2030 – Karen Road 1 mile and Carmen Drive .2 miles. Wedge and Overlay. Cost Estimate \$403,265.00

*2031 – Orchard Lane. .4 mile, Chocolay Downs .3 mile, Brewer Drive .5 mile Wedge and overlay. Cost Estimate \$390,000.00

*2032 – Foster Creek 1.2 miles. Miscellaneous. Cost estimate \$431,334.00

All of the above listed roads are on the original 2018 GEI asset management plan. The roads remaining from that would be Country Lane .5 mile and Townline Road .2 mile.

Rhein moved, Symbal supported that Township Board accept the above plan, with modifications being brought before the Board as necessary.

MOTION CARRIED

MANAGER UPDATE BUDGET AND SEWER PROJECT

Sewer Project – we have received the last drawdown from the State. We have paid our subcontractors, and the punch list should be completed by the end of the week.

Budget – we are still waiting on numbers from our insurance companies. Suggests that the Board look at a November Public Hearing, with the approval taking place at the December meeting. We anticipate having all the numbers by then.

We are now in audit mode and in the process of putting together the audit book. As part of this, we are hoping to be able to process the financials that will be turned over to the auditor. This would eliminate the last major finding during the audit.

We are also looking at succession planning – especially in our emergency realm of Police and Fire. Staff is looking at creating an internship program to work in the department which may result in the candidate being sponsored into the Academy. Once the details have been worked out, it will be brought before the Board.

Symbal asked how the new website is coming. De Groot stated that staff hopes to roll this out in November on a tentative basis. Once it is rolled out to the public, there will be links that will connect to “FlashVote”, with the first survey to be looking at agricultural zoning.

This year’s budget contained a new phone system. When the budget was approved, we anticipated having to buy all new equipment. We are now looking at doing a lease of the phones. The original budget contained the dollars for new equipment in the capital fund. Since this is now going to be a lease, it will become long term operating. We currently have enough in the budget to cover the last two months of lease payments, if needed. This will now be a cloud-based phone system.

Fire truck – six members of the Fire Department went down to look at the truck. It is anticipated that we will have the new truck within the next two weeks. Symbal asked about have Fire Chief Lee Gould give a presentation on the new truck at the November meeting.

CONSIDER POTENTIAL CLOSED SESSION CONCERNING DEBORAH A. MULCAHEY VS THE CHARTER TOWNSHIPOF CHOCOLAY, CASE NO. 21-60865-CZ, TO DISCUSS MATERIAL EXEMPT FROM DISCLOSURE UNDER THE ATTORNEY – CLIENT PRIVILEGE, MCL 15.243(1)(g) and MCL 15.268(h). INVITE MANAGER AND DEPUTY CLERK.

Bohjanen moved, Engle supported that the Chocolay Township Board enter into closed session to discuss with the Township’s attorney settlement options and litigation strategy in the pending lawsuit of *Deborah A. Mulcahey v. The Charter Township of Chocolay*, Case No. 21-60865-CZ, pursuant to MCL 15.268(e) as a discussion on the open record would be detrimental to our position, and also to discuss material exempt from disclosure under the attorney-client privilege, MCL 15.243(1)(g) and MCL 15.268(h).

ROLL CALL VOTE

AYES: Rhein, Symbal, White, Engle, Bohjanen

NAYS: None

ABSENT: Zyburt, Lynch

MOTION CARRIED

The Chocolay Township Board went into Closed Session at 6:15 p.m.

Closed Session ended at 6:30 pm.

POTENTIAL MOTION AS A RESULT OF CLOSED SESSION.

Bohjanen moved, Engle supported that the Chocolay Township Board approve the settlement options and litigation strategy in the case of *Deborah A. Mulcahey v. The Charter Township of Chocolay*, Case No. 21-60865-CZ.

ROLL CALL VOTE

AYES: Rhein, Symbal, White, Engle, Bohjanen

NAYS: None

ABSENT: Zyburt, Lynch

MOTION CARRIED

BOARD MEMBER COMMENTS

Don Rhein – None

Kendra Symbal - None

Judy White – Concerned about potential harassment of staff. Bohjanen felt it would be advantageous to have the Manager put together a communications policy when dealing with this. De Groot indicated that he would work with the Township Attorney to come up with a policy.

Dave Lynch – Absent

Ben Zyburt – Absent

Max Engle - None

Richard Bohjanen – None

PUBLIC COMMENT – NONE

Engle moved, Rhein supported that the meeting be adjourned.

MOTION CARRIED

The meeting was adjourned at 6:34 p.m.

INFORMATIONAL REPORTS AND COMMUNICATIONS.

- A. Minutes – Chocolay Township Zoning Board of Appeals; Regular Meeting of June 23, 2002.
- B. Minutes – Chocolay Township Planning Commission; Regular Meeting of August 15, 2022.
- C. Minutes – Chocolay Township Planning Commission; Regular Meeting of September 19, 2022, Draft.
- D. Minutes - Marquette County Solid Waste Management Authority, Regular Meeting of September 14, 2022, Draft.
- E. Minutes – Marquette Area Wastewater Advisory Board; Regular Meeting of July 21, 2022, Draft
- F. Information – Chocolay Township Newsletter – September 2022

Max Engle, Clerk

Richard Bohjanen, Supervisor

REVENUE AND EXPENDITURE REPORT FOR CHOCOLAY TOWNSHIP
 PERIOD ENDING 10/31/2022
 % Fiscal Year Completed: 83.29

ACCOUNT DESCRIPTION	2022		YTD BALANCE 10/31/2022	AVAILABLE BALANCE	% BDGT USED
	ORIGINAL BUDGET	2022 AMENDED BUDGET			
Fund 101 - GENERAL FUND					
000.000	2,407,226.00	2,407,226.00	732,190.94	1,675,035.06	30.42
TOTAL REVENUES	2,407,226.00	2,407,226.00	732,190.94	1,675,035.06	30.42
103.000 - TOWNSHIP BOARD	183,525.00	183,525.00	167,108.07	16,416.93	91.05
175.000 - TOWNSHIP SUPERVISOR	20,119.00	20,119.00	10,550.80	9,568.20	52.44
190.000 - ELECTION DEPARTMENT	60,197.00	60,197.00	25,060.36	35,136.64	41.63
202.000 - ASSESSOR	67,718.00	71,696.00	51,762.03	19,933.97	72.20
215.000 - CLERK	131,159.00	131,159.00	100,607.93	30,551.07	76.71
247.000 - BOARD OF REVIEW	2,753.00	2,753.00	1,576.73	1,176.27	57.27
253.000 - TREASURER	69,281.00	69,281.00	54,632.94	14,648.06	78.86
258.000 - TECHNOLOGY	88,875.00	88,875.00	50,798.03	38,076.97	57.16
265.000 - TOWNSHIP HALL & GROUNDS	93,650.00	93,650.00	53,284.49	40,365.51	56.90
285.000 - OTHER GENERAL GOVERNMENT	400,342.00	400,342.00	325,303.55	75,038.45	81.26
305.000 - POLICE DEPARTMENT	576,415.00	576,415.00	329,075.76	247,339.24	57.09
340.000 - FIRE DEPARTMENT	129,697.00	129,697.00	83,688.65	46,008.35	64.53
440.000 - STREETS	19,650.00	19,650.00	13,598.76	6,051.24	69.20
526.000 - SANITARY LANDFILL	28,600.00	28,600.00	27,763.98	836.02	97.08
756.000 - RECREATION AND PROPERTIES	391,477.00	391,477.00	97,686.86	293,790.14	24.95
800.000 - ZONING	76,053.00	76,053.00	57,288.17	18,764.83	75.33
805.000 - ZONING/PLANNING COMMISSION	10,082.00	10,082.00	4,147.38	5,934.62	41.14
815.000 - ZONING/APPEALS BOARD	4,476.00	4,476.00	1,006.63	3,469.37	22.49
TOTAL EXPENDITURES	2,354,069.00	2,358,047.00	1,454,941.12	903,105.88	61.70
Fund 101 - GENERAL FUND:					
TOTAL REVENUES	2,407,226.00	2,407,226.00	732,190.94	1,675,035.06	30.42
TOTAL EXPENDITURES	2,354,069.00	2,358,047.00	1,454,941.12	903,105.88	61.70
NET OF REVENUES & EXPENDITURES	53,157.00	49,179.00	(722,750.18)	771,929.18	1,469.63

VI.C.1

10/06/2022

CHECK REGISTER FOR CHOCOLAY TOWNSHIP
CHECK DATE FROM 10/06/2022 - 10/06/2022

Check Date	Check	Vendor Name	Amount
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Bank GEN GENERAL CHECKING			
10/06/2022	25687	OBERSTAR	<u>534,478.10</u>

GEN TOTALS:

Total of 1 Checks:			534,478.10
Less 0 Void Checks:			<u>0.00</u>
Total of 1 Disbursements:			534,478.10

SEWER FUND	\$	534,478.10
	\$	534,478.10

10/12/2022

CHECK REGISTER FOR CHOCOLAY TOWNSHIP
CHECK DATE FROM 10/12/2022 - 10/12/2022

Check Date	Check	Vendor Name	Amount
Bank GEN GENERAL CHECKING			
10/12/2022	25688	ALGER-DELTA CO-OPERATIVE	1,737.91
10/12/2022	25689	AMAZON CAPITAL SERVICES	405.03
10/12/2022	25690	BARAGA TELEPHONE COMPANY	18.46
10/12/2022	25691	BENSINGER, COTANT, & MENKES,PC	288.00
10/12/2022	25692	CARQUEST OF MARQUETTE	22.87
10/12/2022	25693	CONWAY SHIELDS	1,270.50
10/12/2022	25694	DLP MQT PHYSICIAN PRACTICES, INC	351.00
10/12/2022	25695	FOX MARQUETTE CHEVROLET	138.25
10/12/2022	25696	HOLIDAY CLEANERS	57.40
10/12/2022	25697	JANDRONS	12.00
10/12/2022	25698	JEFFERSON FIRE & SAFETY	848.70
10/12/2022	25699	KRIST OIL COMPANY	858.66
10/12/2022	25700	MARTEL ELECTRONICS, INC	3,330.00
10/12/2022	25701	MENARDS	662.67
10/12/2022	25702	MICHIGAN STATE POLICE	150.00
10/12/2022	25703	MIDAMERICA ADMINISTRATIVE &	1,613.67
10/12/2022	25704	O'REILLY AUTOMOTIVE INC.	276.72
10/12/2022	25705	PENINSULA FIBER NETWORK LLC	628.33
10/12/2022	25706	POMASL FIRE EQUIPMENT	670.18
10/12/2022	25707	RANGE BANK CARDMEMBER SERVICES	1,780.99
10/12/2022	25708	SNYDER DRUG	13.94
10/12/2022	25709	TOTAL TOOL	354.98
10/12/2022	25710	VERIZON	266.24
10/12/2022	25711	WASTE MANAGEMENT OF WI-MN	274.86
10/12/2022	25712	WEX BANK	1,950.18

GEN TOTALS:

Total of 25 Checks:	17,981.54
Less 0 Void Checks:	0.00
Total of 25 Disbursements:	<u>17,981.54</u>

GENERAL FUND	\$ 13,105.21
CAPITAL FUND	\$ 3,330.00
SEWER FUND	\$ 1,546.33
	\$ 17,981.54

10/26/2022

CHECK REGISTER FOR CHOCOLAY TOWNSHIP
CHECK DATE FROM 10/26/2022 - 10/26/2022

Check Date	Check	Vendor Name	Amount
Bank GEN GENERAL CHECKING			
10/26/2022	25713	A. LINDBERG & SONS, INC.	224.00
10/26/2022	25714	ACCIDENT FUND OF MICHIGAN	3,561.00
10/26/2022	25715	AMAZON CAPITAL SERVICES	75.06
10/26/2022	25716	BS&A SOFTWARE	1,120.00
10/26/2022	25717	CARQUEST OF MARQUETTE	12.62
10/26/2022	25718	CITY OF MARQUETTE	2,862.76
10/26/2022	25719	DELTA DENTAL	906.02
10/26/2022	25720	EL COM SYSTEMS	3,254.89
10/26/2022	25721	JEFFERSON FIRE & SAFETY	10,198.43
10/26/2022	25722	LASCO DEVELOPMENT CORPORATION	1,306.50
10/26/2022	25723	MARQUETTE EMBROIDERY &	16.00
10/26/2022	25724	MENARDS	477.18
10/26/2022	25725	MINING JOURNAL	136.88
10/26/2022	25726	MPH INDUSTRIES, INC.	85.05
10/26/2022	25727	NATIONAL FIRE PROTECTION ASSOC	524.95
10/26/2022	25728	NMPSA	240.00
10/26/2022	25729	O'REILLY AUTOMOTIVE INC.	588.00
10/26/2022	25730	PITNEY BOWES, INC	2,445.00
10/26/2022	25731	POWER DMS	3,521.60
10/26/2022	25732	PRO-TECH SALES	207.00
10/26/2022	25733	SBAM PLAN	12,747.42
10/26/2022	25734	SPECTRUM BUSINESS	119.99
10/26/2022	25735	STANDARD INSURANCE COMPANY	552.51
10/26/2022	25736	TINA BRANDEL	50.00
10/26/2022	25737	VERIZON	284.09
10/26/2022	25738	VSP-VISION SERVICE PLAN	566.45

GEN TOTALS:

Total of 26 Checks:	46,083.40
Less 0 Void Checks:	0.00
Total of 26 Disbursements:	46,083.40

GENERAL FUND	\$ 39,741.75
CAPITAL FUND	\$ 3,254.89
SEWER FUND	\$ 3,086.76
	\$ 46,083.40

10/28/2022

CHECK REGISTER FOR CHOCOLAY TOWNSHIP
CHECK DATE FROM 10/28/2022 - 10/28/2022

Check Date	Check	Vendor Name	Amount
Bank GEN GENERAL CHECKING			
10/28/2022	25739	GRUA, TUPPER & YOUNG PLC	22,190.40
10/28/2022	25740	GRUA, TUPPER & YOUNG PLC	2,000.00
			<hr/> <hr/>
GEN TOTALS:			
Total of 2 Checks:			24,190.40
Less 0 Void Checks:			0.00
Total of 2 Disbursements:			<hr/> 24,190.40
GENERAL FUND	\$	24,190.40	
	\$	24,190.40	

Chocolay Township Payroll

Date	Amount	Check Numbers
October 13, 2022	\$ 24,001.47	DD2765 - DD2796
BIWKLY/ FIRE	\$ 2,856.35	11270 - 11274
	\$ 7,307.64	Federal ACH
	\$ 1,199.03	Michigan ACH
	\$ 3,308.04	Mers ACH Employer/Employee
	\$ 38,672.53	Total Payroll
October 27, 2022	\$ 24,420.22	DD2797- DD2822
BIWKLY / MONTHLY	\$ 2,692.97	11275 - 11279
	\$ 8,007.84	Federal ACH
	\$ 1,268.34	Michigan ACH
	\$ 3,464.41	Mers ACH Employer/Employee
	\$ 39,853.78	Total Payroll



memorandum

Date: October 21, 2022

William De Groot
Township Manager

To: Charter Township of Chocolay
5010 US 41 South
Marquette, MI 49855

From: OHM Advisors

Re: Initial Findings on Funding Opportunities

I. Introduction

The Charter Township of Chocolay (Township) has initiated a public drinking water feasibility study, which was approved at the February 14th, 2022, Township Board meeting. After a public survey was performed in the spring of 2022, the scope was revised to focus on the Northeast side of the Township, where the highest support for public drinking water was reported which appeared to be correlated with well water quality concerns.

As we explore alternatives of implementing public water in the Township, it is necessary to consider funding opportunities to increase affordability of a new system. This memorandum discusses various funding programs and the opportunity the Township may have to obtain funding. This document will discuss two alternatives for implementing public water to the service area.

- 1) The extension of the Keweenaw Bay Indian Community (KBIC) water system at Ojibwa Casino.
- 2) The implementation of new water system and new public source.

II. State Revolving Fund

Michigan's Drinking Water State Revolving Fund (DWSRF) is a program operated by the Michigan Department of Environment, Great Lakes, and Energy (EGLE). It is designed to assist water suppliers in satisfying the requirements of the Safe Drinking Water Act by offering low-interest loans to eligible water suppliers. Fiscal Year (FY) 2024 funding has the possibility of principal forgiveness



with the America Rescue Plan Act (ARPA) dollars and Bipartisan Infrastructure Law (BIL) money that is run through the program.

Applicant Eligibility

The DWSRF Eligibility Guidelines state that the following water suppliers are eligible to participate in the program:

- A. *"Municipality" means a city, village, county, township, authority, public school district, or other public body with taxing authority, including an intermunicipal agency of 2 or more municipalities, authorized or created under state law.*
1. *Water suppliers that own the following types of public water supplies qualify to receive assistance under this part:*
 - a. *A community water supply.*
 - b. *A noncommunity water supply that operates as a nonprofit entity.*

The Township is a municipality and is eligible to apply for DWSRF. The KBIC owns and operates a public water system categorized as a "community public water supply". However, the DWSRF eligibility guidance states that tribes are ineligible to apply for DWSRF funding at the state level. Tribes can apply for state revolving funds at the federal level by applying through the Environmental Protection Agency (EPA).

Project Eligibility

DWSRF is directed at the improvement of existing water systems and in most cases, projects are only eligible within the existing service boundaries. A new water system cannot be funded by DWSRF unless it is addressing a water quality issue as described in the eligibility guidance below.

- *Projects designed to eliminate unsafe drinking water from individual wells by creating a new system must:*
 - *Upon completion of the project, the entity responsible for the loan must be a community public water system;*
 - *Address an actual public health problem with serious risks*
 - *To be considered eligible and ranked on the Project Priority List, either EGLE or the local health department must have issued a health advisory to the affected parties not to consume water exceeding the drinking water standard. For the purposes of this policy, a "drinking water standard" may be:*
 - *A Primary Maximum Contaminant Level,*
 - *A Treatment Technique,*
 - *An Action Level, or*
 - *A Health Advisory Level established by the U.S. EPA or EGLE.*
 - *Be limited in scope to the specific geographic area affected by contamination; and*



- *Be sized to accommodate only a reasonable amount of growth over the life of the facility.*

There are currently no documented water quality issues or health violations, therefore both alternative projects would be ineligible for DWSRF funding at this time.

Overburdened Community Status

If in the future the Township or KBIC have an eligible project, they could apply for DWSRF. The DWSRF scoring criteria awards overburdened communities and significantly overburdened communities 20 and 25 points, respectively. This greatly increases the chance of those communities' projects getting funded. Below are the criteria for a community to qualify as overburdened and significantly overburdened as described by EGLE:

1. *"Overburdened community" means a municipality in which all of the following conditions are met:*
 - A. *Users within the area served by a proposed drinking water project, sewage treatment works project, or stormwater treatment project are directly assessed for the costs of construction.*
 - B. *The median household income of the area served by a proposed drinking water, sewage treatment works project or stormwater treatment project does not exceed 100% of the statewide median annual household income for this state.*
 - C. *The municipality demonstrates at least one of the following:*
 - I. *The taxable value per capita of the area served by a project falls into the communities representing the lowest 20% of Michigan's population within that category. (In 2021, the value is \$22,920 per capita)*
 - II. *The annual user costs for the corresponding portion of the water system (sewage and stormwater treatment or drinking water) exceed 1% of the median annual household income of the area served by the proposed project.*
2. *A community which qualifies as a significantly overburdened community would also be considered an overburdened community. However, any potential benefits may only be claimed under one designation or the other.*
3. *"Significantly overburdened community" means a municipality in which all of the following conditions are met:*
 - A. *Users within the area served by a proposed drinking water, sewage treatment works project or stormwater treatment project are directly assessed for the costs of construction.*
 - B. *The municipality demonstrates at least one of the following:*
 - I. *The median annual household income of the area served by a proposed project is less than 125% of the federal poverty guidelines for a family of four in the 48 contiguous United States. In determining the median annual household income of the area served by the proposed sewage treatment works project or stormwater treatment project under this sub-paragraph, the*



municipality shall utilize the most recently published statistics from the United States Census Bureau, updated to reflect current dollars, for the community that most closely approximates the area being served by the project. As used in this sub-paragraph, “federal poverty guidelines” means the poverty guidelines published annually in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 U.S.C. 9902. (For 2022, the 125% level would be an annual household income of less than \$34,687.)

- II. *The taxable value per capita of the area served by a project falls into the communities representing the lowest 10% of Michigan’s population within that category. (In 2021, that value is less than \$15,170 per capita.)*

EGLE has compiled the population, income, and taxable value per capita of all municipalities in Michigan and made this information available on their website with the overburdened and significantly overburdened definitions. Table 1 shows this information pertaining to the Township.

Table 1: Chocolay Township Income Information (EGLE)

Municipality	Type	County	Population	Year	Taxable Value Per Capita	Median Annual Household Income (MAHI)
Chocolay Charter Township	Township	Marquette	5,953	2021	\$40,258	\$69,651

As a whole, the Township is not considered overburdened due to its Median Annual Household Income (MAHI) and taxable value per capita exceeding the State of Michigan’s MAHI. As there is no existing public system, it cannot be determined what percentage of the MAHI that user costs would make up.

After this realization, we examined the Census Block data to understand if there are smaller geographies within the Township that may be overburdened. The block group is the smallest geography available from the Census. The service area intersects with two census blocks in Marquette County: Block Group 1 and Block Group 3. A map of the blocks and service area of the Study is shown below in Figure 1.



Figure 1: Census Block Groups that Intersect with the Feasibility Study Service Area

Group 1 runs along the lakefront and contains the northern part of the service area. The MAHI of Group 1 is \$83,750 (Census). Group 3 contains the remaining portion of the service area. The MAHI of Group 3 is \$66,701 (Census). Both groups have a MAHI that exceeds the state’s MAHI; therefore, these geographies are not considered overburdened.

III. Rural Development Programs

The United States Department of Agriculture (USDA) operates the Rural Utilities Service Water and Environmental Programs (WEP) which provides funding for the construction of water and waste facilities for rural communities. WEP is a federal program run through Rural Development (RD). Funding may consist of grants, low-interest loans, and market value loans. Information discussed in this section was gathered through research and conversations with a contact at the Gladstone RD office that serves Marquette County.

Project Eligibility

The extension of KBIC’s water system or implementation of a new system are eligible projects under WEP. Though documentation of a health violation is not required, it would support the purpose of the project. Development is also an eligible project purpose.





Applicant Eligibility

Both the Township and KBIC are eligible applicants for RD funding programs. Tribes are eligible, as well as communities with population below 10,000. The Township fulfills this criterion with a population of 5,899 (2020 Census).

Disadvantaged Status

To be considered disadvantaged through RD, the community MAHI must be at or below approximately \$41,000, based on the federal poverty line. To receive grant dollars, user costs must be at least 1.5% of the MAHI. The MAHI and user cost percentage determines the interest rate and amount of grant that the community will receive. As discussed above, the Township's MAHI is well above this criterion at \$65,691, as well as Census Block Groups 1 and 3 at \$83,750 and \$66,701, respectively (Census).

Communities have the option of conducting an income survey to gather income data of a specific service area of a project. In this case, the service area would be the residential homes north of Lake Kawbawgam. The cost of the income survey is not eligible for reimbursement through the loan or grant dollars.

IV. Discussion and Findings

DWSRF

The Township is not eligible to apply for DWSRF funding to build a new system because there is not a documented water quality issue in the service area. Similarly, KBIC is not eligible to apply for DWSRF at the state level, and though they are eligible to apply at the federal level, the extension project would not be eligible for the same water quality reasoning.

If there were to be an eligible project, the service area would not be considered overburdened and would likely not receive principal forgiveness/grant dollars.

USDA RD

To qualify as disadvantaged, the service area must meet the MAHI requirement of \$41,000. An income survey can be quite costly but would help determine if the proposed service area would qualify. The service area would likely need to be revised to meet MAHI requirements, excluding areas like lakefront properties. The Township could conduct an informal survey to gauge the willingness to participate before launching a formal income survey.

Implementing a new system by extending the KBIC water system or having a well field as a source for the Township is an eligible project through RD. The Township is not disadvantaged and does not



have any formal health violations, therefore would qualify only for loans at market rate, which is currently 3.50%.

Other Considerations

The Township should consider if KBIC should be the borrower and/or owner of the water system if their system were to be extended to the service area. KBIC was approved for Treatment as a State (TAS) and is permitted to administer their own water quality standards program. This is a consideration when partnering with KBIC if they will need to follow the State's rulings if extending into the Township.

The presence of a water quality issue or health violation will influence the eligibility of this project and increase chances of being funded and supplemented by grants. Some residents of the Township have reported well concerns that are considered "secondary" water quality concerns. If there are serious water quality concerns and/or concerns of leaking underground septic tanks, it may be beneficial to test for water quality issues.



Suggested Motion: Water Feasibility Study Direction

Meeting: November Board Meeting

Date: November 14, 2022

Suggested Motion:

_____ Moved; _____ Supported that the Township Board direct OHM to:

- 1) Finish the study as originally defined and prepare a final study document;

Or

- 2) Direct OHM to enlarge the study area to review the potential of cost reductions and complete the study;

Or

- 3) Ask OHM to conclude the study with a closure report

Or

- 4) Other motion generated as part of the discussion

Simple Vote:



Issue Brief: Water Feasibility Study Direction

Meeting: Discussion November Board Meeting

Date: November 14, 2022

Issue Summary:

Should the Board consider public water within the Township.

Background:

The Township Master Plan has identified areas of concern regarding the quality of drinking water in certain areas of the Township. The Board hired OHM to conduct a feasibility study to review, validate, and determine if a true need exists. The first step conducted by OHM was a simple survey of residents to help determine issues and support for a public water supply.

The determination was to concentrate on the area around Lake Kawbawgam, since respondents in this area express water quality concerns through the survey process. OHM has not identified any widespread reported quality concerns, contamination, or other health or safety reasons restricting well usage. There is not a State Law that requires residents to connect to a public water service even if an environmental issue is found, however local governments can enact ordinances to require connection or prohibit construction of new wells. Based on these findings, no State or federal funding programs could be identified to help fund a public water system to offset the construction costs.

OHM and staff then reviewed the economic approach used in other State and Federal low-interest loans and grants. The research concluded that the scoped service area did not qualify under the economic margins associated with the targets of the grants, thus not fundable through economic low-interest loans and/or grants.

The conclusion is the future public water supplies for this area would have to be bonded traditionally without grants by the Township and paid through traditional user fees.

The water feasibility study contract is written in components to ensure Board involvement in major decision making regarding the project. This is a major decision point, since the result is that new funding offered to construct and improve water systems cannot be used to help this specific area.

Recommendation:

The Board should discuss the results of the financial analysis submitted by OHM. The Board should determine the next steps taken by OHM. The steps could be: 1) to finish the study as bid and wait until there is an environmental or economic change that qualifies the scoped service area for low-interest loans or grants to supplement design, construction, and legal costs; or 2) enlarge the scope area of the study to include more residents to diversify the associated costs {this would raise the overall costs but could lower the monthly costs with more homes served} and/or have a study prepared that covers a larger Township area to be utilized in the future if an environmental issue arises outside of present scope area; or 3) End the study and work with the health department and the residents on an individual basis.

Author: William De Groot

Date: 11/08/22

Charter Township of Chocolay



Proposed Fiscal Year 2023 Budget





5010 US 41 South
Marquette, MI 49855
(906) 249-1448

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5010 US 41 South
Marquette, MI 49855
(906) 249-1448



2023 Township Board

Supervisor Richard Bohjanen

Treasurer Ben Zybert

Trustee David Lynch

Trustee Judy White

Clerk Max Engle

Trustee Don Rhein

Trustee Kendra Symba

Appointees

Township Manager
William De Groot

Township Assessor
John Gehres

Township Attorney
Roger Zappa

Administrative Leaders

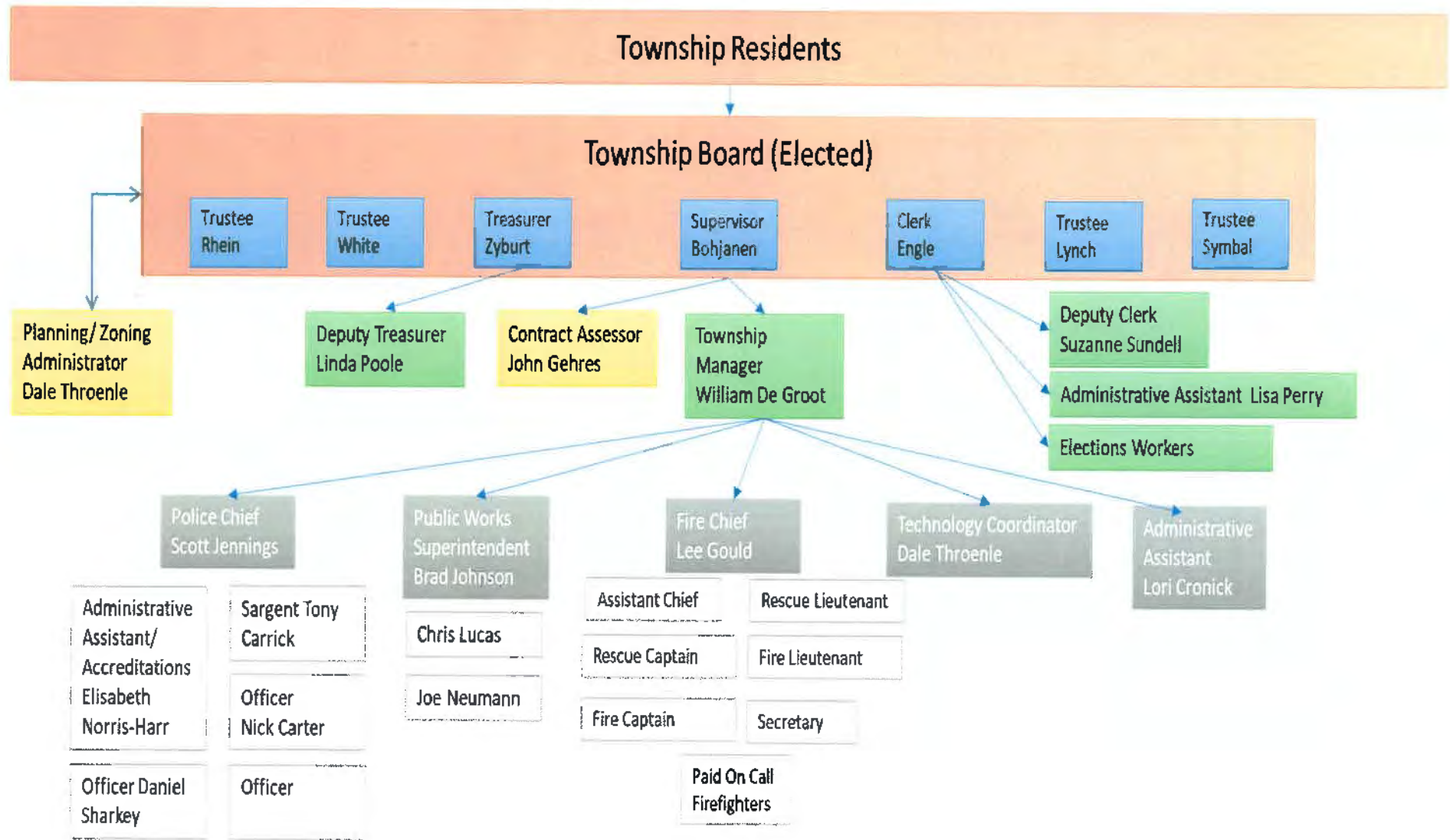
Fire Chief
Lee Gould

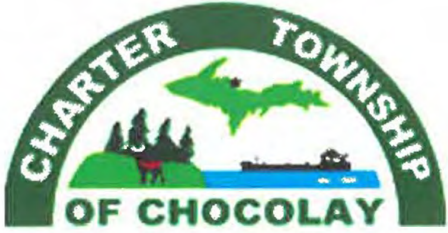
Planning/ Zoning Administrator
Dale Throenle

Police Chief
Scott Jennings

Public Works Superintendent
Brad Johnson

2023 Organizational Chart





Introduction Tab



Office of the Township Manager
5010 US 41 South
Marquette, MI 49855
(906) 249-1448

FISCAL YEAR 2023 BUDGET TRANSMITTAL LETTER

To: Richard Bohjanen, Township Supervisor, and Township Board of Trustees

From: William De Groot, Township Manager

Subject: Fiscal Year 2023 Budget

Date: August 26, 2022

I am pleased to present the Fiscal Year 2023 Draft Budget for consideration. This draft budget continues to align our business practices with the community's values set through the Township Board's annual priority review.

We are in our third year of budget transition. The feedback staff received from the Board and Community has been positive about the transition. Our department leaders have been trained on the budget process and now have a better ability to align project costs with budgetary asks for smoother transparency.

This is the second budget cycle for a newly seated Board. Staff worked with the Board on establishing a vision for the next four years and held a review of projects in March 2022. As a reflection of our Board approved priorities and the four-year project alignment discussion, this year's balanced budget is based on five key strategic projects that align with Strategic Goals from the 2021 Master Plan:

Strategic Goal

1. Strengthen Critical Systems and Public Health

Projects that are linked to critical human and environmental needs relating to water, food, energy, mobility, and public safety systems, or systems with a direct relationship to public health, will receive higher priority than non-critical needs.

Projects:

- Develop a work program for Gravel Roads
- Develop the next five-year program for Public Paved Roads
- Review New Pathway to the School

2. Integration with other jurisdictions

Facilities or services that are consistent with the goals or strategies of other project collaborators or planning entities within the region will receive higher priority because of the potential to attract additional resources, funding, and work capacity; address issues that cross jurisdictional boundaries; deliver solutions to complex problems; provide more coherence and support; and provide broader benefits.

Projects:

- Complete Update to the Township Zoning Ordinance

3. Sustainability or Resilience over time

To what extent does the project have the necessary support over the life of the project? Projects that have multi-year or enduring support for the life of the project will receive higher priority.

Projects:

- Maintain Asset Management Plans for all Capital Purchases (Buildings, vehicles, properties, etc.)

4. Renewable Resources

Projects or activities that provide greater sustainability by reducing dependence on non-renewable resources will receive higher priority.

Projects:

- Develop and maintain recreational opportunities for all community residents
- Develop a park plan for all property at Beaver Grove

5. Catalytic opportunity

Projects or activities that include greater potential for catalytic economic, environmental, or social impacts will receive higher priority.

Projects:

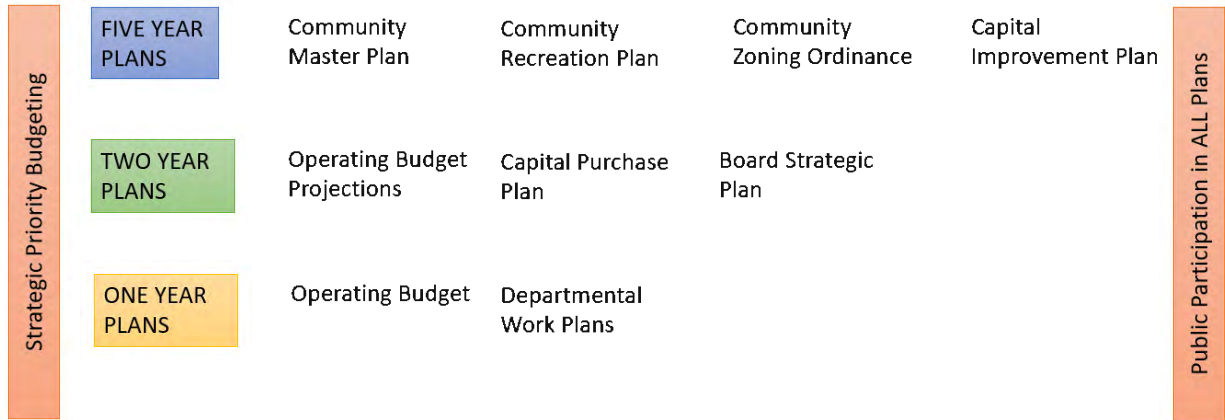
- Develop a plan for a Community Center

From Vision to Action

Our community has had a history of determining long term directions through the creation of master plans, recreation plans, zoning ordinances, and other multi-year plans. To many that may be where their involvement ends as it may not be clear how all these documents work together to help shape administrative policy or budget spending. Here is a plan alignment diagram to help illustrate the connection:

Plan Alignment Diagram

5:2:1 Plan



The simple to remember 5:2:1 method is designed as a filter for implementation. All the five-year plans have broad goals and projects set with public involvement that create an acceptable future for our community. The two-year plans develop defined work plans or projects for those board items associated with the goals of the five-year plans. Finally, the last step or bottom of the filter is the annual budget process that allocates resources to complete the project or work plan during that fiscal year.

Budget Summaries:

General

The tables below summarize the budget for the past five years. COVID-19 has continued to play a significant influence in the operations of government across the country. Since the rise in interest rates, general increase in consumer prices, and the supply chain challenge staff was asked to reduce unnecessary costs through 2023. This will help reduce spending during a very volatile time and focus the Township spending on those core deliveries necessary to serve our residents.

Inflationary Concerns

As stated above, the economic outlook continues to be very volatile based on inflationary concerns. This puts extra pressure on our budget projection process since we are seeing historical double digit increases in fuels and insurances. Even though there are many federal and state grant programs to offset spending for capital projects, the interest rates have increased making these projects more challenging, so our staff leadership team agreed to be more conservative this year and not submit a budget that introduces more capital programs so the financial markets can become more predictable.

Revenue Table

The improvements in the economy based on a raising of interest rates have allowed us to gain on fund balance interest. This may be a good or bad item because as interest rates rise the housing sales market lowers, thus our property tax capture will lower. Which means that projecting revenue still becomes challenging based on the aftereffects of the COVID policy changes.

Charter Township of Chocolay							
General Fund # 101							
Revenue							
Account	Account Description	2018 Actual	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed	2023 Proposed
402.000	Property Taxes	\$ 765,078.22	\$ 779,000.00	\$ 913,177.00	\$ 854,544.02	\$ 911,161.83	\$ 956,719.92
441.00	Local Comm Stab Share Tax	\$ 10,483.38	\$ 7,000.00	\$ 7,000.00	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00
446.000	Penalties & Interest	\$ 2,398.69	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
487.000	Trailer Park Fees	\$ 630.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00
501.000	Due from Federal Grant	\$ -	\$ -	\$ -	\$ 175,000.00	\$ 344,662.00	\$ 434,662.00
504.000	Zoning Permit Fees	\$ 3,715.00	\$ 6,400.00	\$ 6,000.00	\$ 6,400.00	\$ 6,000.00	\$ 6,000.00
511.000	Animal Licenses	\$ 270.00	\$ 300.00	\$ 300.00	\$ 200.00	\$ 200.00	\$ 200.00
543.000	State of Michigan	\$ 3,508.13	\$ 4,400.00	\$ 4,000.00	\$ 4,500.00	\$ 55,500.00	\$ 95,500.00
545.000	Liquor Inspection Fee	\$ 3,137.65	\$ 2,900.00	\$ 2,000.00	\$ 2,900.00	\$ 2,900.00	\$ 2,900.00
565.000	State Rev. Sharing	\$ 504,633.00	\$ 471,048.00	\$ 515,000.00	\$ 510,382.00	\$ 546,431.00	\$ 604,435.00
579.000	Payment in Lieu	\$ 15,398.00	\$ 15,200.00	\$ 15,000.00	\$ 15,200.00	\$ 15,000.00	\$ 15,000.00
582.000	KBIC 2% Gaming Money	\$ -	\$ -		\$ 103,000.00	\$ 120,000.00	\$ 111,000.00
583.000	Franchise Fees	\$ 84,958.52	\$ 88,000.00	\$ 88,000.00	\$ 88,000.00	\$ 88,000.00	\$ 88,000.00
618.000	Tax Collection Fees	\$ 55,401.29	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 45,288.10
640.000	Refuse Collection	\$ 184,974.50	\$ 177,000.00	\$ 30,000.00	\$ 16,000.00	\$ 30,000.00	\$ 30,000.00
651.000	Landfill Admin Fee	\$ 6,198.00	\$ 5,300.00	\$ 4,000.00	\$ 5,300.00	\$ 5,300.00	\$ 5,300.00
660.000	County Reimbursement - Police	\$ 12,249.74	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
665.000	Interest Income	\$ 17,921.22	\$ 6,500.00	\$ 8,000.00	\$ 16,000.00	\$ 25,000.00	\$ 25,000.00
668.00	Investment Gain / Loss	\$ (185.57)	\$ -	\$ -	\$ -	\$ -	\$ 51,000.00
672.000	Premium Interest	\$ 801.42	\$ -	\$ -	\$ -	\$ -	\$ -
674.000	Interest on Loan	\$ -	\$ -	\$ 8,000.00	\$ -	\$ -	\$ -
677.000	Due from Cap. Impr. Fund	\$ -	\$ -	\$ -	\$ 300,855.00	\$ 129,121.00	\$ 129,121.00
678.000	Reimburse for Prop. Tax*	\$ 2,959.92	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
693.000	Tax Collection Reimb.	\$ 8,340.00	\$ 8,500.00	\$ 8,300.00	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00
695.000	Trans Gen Fund Balance	\$ -	\$ 65,000.00	\$ 1,103,000.00	\$ 560,000.00	\$ -	\$ -
698.000	Miscellaneous	\$ 32,240.11	\$ 26,374.50	\$ 26,000.00	\$ 27,335.50	\$ 31,850.00	\$ 31,850.00
Totals		\$ 1,715,111.22	\$ 1,747,422.50	\$ 2,822,277.00	\$ 2,781,716.52	\$ 2,407,225.83	\$ 2,668,076.02

Operating Expense Table:

We have submitted a very conservative expense budget of an equally conservative operating budget for FY 2023 (\$2,093,751.45). The purpose for this is to account for the rise in health care and insurance costs because of inflation. The other main driver of the increase is the assumption for fuels and oil products to continue to be above historical averages. Each department manager was given the same budget framework and the strategic goals of the Board which allowed them to generate this year’s operating budget. We have also separated our operating expenses and our capital expenses so the Board and our public can start to see how our government operates like a business.

Charter Township of Chocoley						
General Fund # 101						
Expenditure						
Account	Account Description	2019 Actual	2020 Actual	2021 Budget	2022 Budget	2023 Proposed
103	Township Board	\$ 114,150.00	\$ 128,000.00	\$ 128,385.00	\$ 192,396.64	\$ 192,693.64
175	Township Supervisor	\$ 14,400.00	\$ 14,500.00	\$ 15,418.00	\$ 20,118.48	\$ 20,397.51
190	Elections	\$ 9,500.00	\$ 35,000.00	\$ 19,180.00	\$ 51,825.00	\$ 24,991.50
202	Assessor	\$ 64,000.00	\$ 74,000.00	\$ 80,385.00	\$ 67,718.00	\$ 73,935.12
215	Clerk	\$ 102,500.00	\$ 128,800.00	\$ 127,267.95	\$ 129,158.16	\$ 133,963.89
247	Board of Review	\$ 3,100.00	\$ 3,000.00	\$ 2,700.00	\$ 2,600.00	\$ 2,753.00
253	Treasurer	\$ 63,200.00	\$ 70,000.00	\$ 66,815.00	\$ 68,580.20	\$ 75,348.41
258	Technology	\$ 26,200.00	\$ 28,000.00	\$ 56,513.00	\$ 35,600.00	\$ 22,721.00
265	Township Hall & Grounds	\$ 17,800.00	\$ 18,000.00	\$ 135,000.00	\$ 59,650.00	\$ 70,455.00
285	Other General Government	\$ 423,050.00	\$ 1,449,000.00	\$ 337,722.00	\$ 400,340.18	\$ 466,560.11
305	Police	\$ 405,574.50	\$ 418,000.00	\$ 597,007.88	\$ 543,414.25	\$ 513,900.26
340	Fire	\$ 135,300.00	\$ 137,000.00	\$ 912,888.57	\$ 129,696.60	\$ 117,446.60
440	Streets	\$ 23,000.00	\$ 22,000.00	\$ 22,040.96	\$ 19,650.00	\$ 22,750.00
526	Sanitary Landfill	\$ 180,000.00	\$ 9,100.00	\$ 49,800.00	\$ 28,600.00	\$ 35,300.00
722	Recreation Grants		\$ -	\$ -	\$ -	\$ -
756	Recreation and Properties	\$ 112,300.00	\$ 115,000.00	\$ 218,498.46	\$ 212,528.26	\$ 178,249.44
800	Zoning	\$ 67,900.00	\$ 65,700.00	\$ 74,454.94	\$ 73,813.02	\$ 124,964.49
805	Planning Commission	\$ 8,700.00	\$ 9,000.00	\$ 12,841.95	\$ 10,081.95	\$ 12,753.23
815	Zoning Board of Appeals	\$ 3,100.00	\$ 3,700.00	\$ 4,780.00	\$ 4,475.24	\$ 4,568.25
Totals		\$ 1,773,774.50	\$ 2,727,800.00	\$ 2,861,698.72	\$ 2,050,245.97	\$ 2,093,751.45

The draft operating budget total is slightly reduced from last years approved budget.

Capital Budget Table:

The FY 2023 Capital Proposal is \$499,200 but many of these proposal projects are tied to grant revenue that if awarded the capital budget will only pay for a part of the project not the full cost listed. Since we have to draft a proposed budget many months before a grant is reviewed, we cannot guarantee if the projects listed below will actually happen in 2023.

Charter Township of Chocoy
Capital Budget 2021-2025
 Expenditure

Account	Department Description	2021	2022	2023	2024	2025	Total in Program
103	Township Board	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
175	Township Supervisor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
190	Elections	\$ 6,000.00	\$ 6,000.00	\$ 5,200.00	\$ -	\$ -	\$ 17,200.00
202	Assessor	\$ 355.00	\$ -	\$ -	\$ -	\$ -	\$ 355.00
215	Clerk	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
247	Board of Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
253	Treasurer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
258	Technology	\$ 19,100.00	\$ 53,275.00	\$ 12,300.00	\$ 6,400.00	\$ 7,800.00	\$ 98,875.00
265	Township Hall & Grounds	\$ 102,000.00	\$ 34,000.00	\$ 130,000.00	\$ 35,000.00	\$ -	\$ 301,000.00
285	Other General Government	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
305	Police	\$ 75,400.00	\$ 33,000.00	\$ 17,200.00	\$ 61,500.00	\$ 1,000.00	\$ 188,100.00
340	Fire	\$ 667,500.00	\$ -	\$ 90,000.00	\$ -	\$ -	\$ 757,500.00
440	Streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
526	Sanitary Landfill	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
722	Recreation Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
756	Recreation and Properties	\$ 97,200.00	\$ 215,000.00	\$ 242,500.00	\$ -	\$ -	\$ 554,700.00
800	Zoning	\$ 800.00	\$ -	\$ -	\$ -	\$ -	\$ 800.00
805	Planning Commission	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
815	Zoning Board of Appeals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals		\$ 968,355.00	\$ 341,275.00	\$ 499,200.00	\$ 102,900.00	\$ 8,800.00	\$ 1,920,530.00

Conclusions

Staff is offering a total operating budget of \$2,592,951.45 and a projected surplus of \$75,125.33 which will be applied to future capital purchases creating a long-term balanced budget. I would like to thank Lee Gould, Scott Jennings, Brad Johnson, Linda Poole, Suzanne Sundell, and Dale Throenle in further tightening the budget to protect against short term inflation caused by COVID policies.

In addition, I would like to thank the Township Board for their guidance, direction, and commitment to the new budget process. Pursuant to the General Appropriations Act we are proud to present this balanced budget document for consideration.

Thank you,

William De Groot, Township Manager



Policies Tab



5010 US 41 South
Marquette, MI 49855
{906} 249-1448

FY 2023 Budget Policies

State Laws and Charter Requirements

Basic Summary of Compliance

The Charter Township of Chocolay budget policies are governed by the Township Charter Act, the Uniform Budgeting and Accounting Act for Local Units of Government in Michigan, the General Property Tax Act of Michigan, the General Appropriations Act, other pertinent Laws of the State of Michigan, and generally accepted accounting principles. These laws provide a framework and budget control guidelines that help establish the proper levels of annual revenues collected and appropriate expenses within the Township.

The Township Board has adopted a fiscal year starting January 1st to December 31st in compliance with Section 42.28 of the Michigan Charter Act. The Township Board must produce or have cause to produce a budget proposal for the public to review before passage each year. The budget proposal must be balanced to comply with the General Appropriations Act of Michigan. An appropriations resolution cannot be adopted that would cause total expenditures to exceed total revenues.

The budget process is explained over the next series of pages to comply with generally accepted accounting principles and clarity to our residents and public.

ACCOUNTING

Basis of Accounting Principles

All governmental and agency funds utilize the modified accrual basis of accounting. Under this method, revenues are recognized when received, or accrued as a receivable when they become measurable and available to finance current operations. Significant revenues accrued by the Township include property taxes, expenditure reimbursement type grants, certain inter-governmental revenues, and special assessments.

Expenditures are recognized under the modified accrual basis of accounting when the related fund liability is incurred, except for interest on long-term debt and compensated absences, which are recorded when paid. The financial statements are reflected on the accrual basis of accounting, the revenues are recorded when earned and expenses are recorded as incurred.

Budgetary Basis vs. "Generally Accepted Accounting Policies" (GAAP)

The budget is adopted on a basis consistent with generally accepted accounting principles (GAAP) except for certain items that are adjusted on the Township's accounting system at fiscal year-end. During the year, the Township's accounting system is maintained on the same basis as the adopted budget. This enables department leaders to monitor their budgets monthly through reports generated

by the accounting system. The differences between the budgetary basis and GAAP include the following:

- Principal payments on outstanding debt in the Enterprise funds are expensed for budgetary purposes instead of being recorded as an adjustment to the balance sheet long-term liability.
- Capital outlay in Enterprise Funds is expensed for budgetary purposes instead of being recorded as an adjustment to the balance sheet capital asset.
- Pension and Other Post-Employment Benefits (OPEB) in Enterprise Funds are expensed for budgetary purposes when paid. GAAP requires pension and OPEB to be accrued when earned by the employees.

BUDGET PROCESS

Budget preparation begins with a priority setting session with the Township Board. Once the Board's priorities are determined each Spring, then budget instructions are distributed to department leaders that outline annual budgeting expectations.

The department leaders review and submit their budget requests using the expectations outlined by Township Manager. Once a draft budget is developed a technical review is completed by the Township Auditor. The Township Manager prepares and submits to the Township Board the recommended budget each fall, for the next fiscal year beginning January 1.

The Township Board reviews the Township Manager's proposed budget. All review sessions are open to the public. A copy of the proposed budget, as presented by the Township Manager to the Township Board is available for viewing at the office of the Township Clerk, and on the Township web-site.

A Public Hearing is held prior to the budget adoption to allow for citizen input. The notice of public hearing must be posted in accordance with the Open Meetings Act of Michigan. After the public hearing is closed, the budget is ready for formal adoption before January 1st.

FUND DESCRIPTIONS

Understanding how a Township reports its revenue and expenses is important, so the introduction of "Funds" is necessary to describe. Like a private business the Township has many parts of operations, from roads, to parks, to administration. Each has a budget associated with it or "fund" associated with the revenues and expenses. These budgets are normally associated by fund type General Fund, Special Revenue, Capital Project, and Enterprise. Summary schedules of each fund are presented in the Budget Summary section of the Annual Budget.

The financial activities of the Township are recorded in separate funds and account groups, categorized, and described as follows:

Major Governmental Funds

General Fund

This fund is used to account for all general operating revenues and expenditures of the Township not accounted for in another fund. Revenues are derived primarily from property taxes, state distributions, charges for inter-departmental services and transfers from other funds. These revenues are used to finance basic Township services such as Public Safety, Parks & Recreation, General Government activities, and Public Services.

Roads Funds

These funds are used to account for the Road Millage associated with improvements for our Township paved roads.

Capital Improvement Projects Fund

This fund is used to account for acquisitions and construction of major capital facilities other than those financed by proprietary fund operations and special assessments.

Library Millage Fund

This is a locally assessed millage for the Peter White Library. This is a pass-through revenue for the Library to use as part of their operating budget.

Non-Major Governmental Funds

Fire Fund

Budgets within this type of fund are associated with local millage funding for Fire Department improvements. The last time this was used was for the construction of the fire hall.

Drug Law Enforcement Fund

This fund is for the pass-through funding from Federal or State sources for drug enforcement. These funds are specific only for police agencies for related investigations and education to stop drug abuse.

Liquor Law Fund

These are funds associated with the inspection and permitting process for local liquor sales per the State of Michigan permitting process.

Fiduciary Funds

These funds are used to account for assets held in trust or as an agent for others. Fiduciary funds include the General Trust and Agency Fund, and Tax Collector's Fund.

BUDGET FORMAT

Budgeted Funds

The annual appropriation resolution shall apply to all funds. The Township Board is also required to approve the administrative budget for the daily operations.

Operating Budget

The operating budget will be based on the principle of financing current expenditures with current revenues or accumulated reserves. Budgeted expenditures will reflect the Township's perceived needs and desires of the community based on the results of Priority Based Budgeting and the priorities established by the Township Board. The budget will be based on generally accepted accounting principles.

The Operating Budget provides for general services including personnel costs, supplies, services, and capital equipment and improvements. These capital purchases are on-going and include vehicles such as cars and trucks, miscellaneous machinery, and equipment, and building improvements. Revenues for the Operating Budget include property taxes, user fees and intergovernmental sources and local contributions.

Multi-year projections are included for the General Fund, the Major and Local Street Funds, and the Capital Projects Fund. The five-year projections for the Capital Improvement Program for sewer, fire, and police are also included.

OPERATING BUDGET STRUCTURE

The Township is organized on a departmental basis. The Township is required to comply with the General Appropriations Act of Michigan, which means that the Township's operations are accounted for under various cost centers known as activities or organizations within the departments.

This is like a private business because each department cost center is broken down into programs or units consistent with the State of Michigan Chart of Accounts. Each unit has a cost line item and is maintained each month by the finance staff as credits and debits are drawn against each line item for the acquisition of items or services. As in a private business these are rolled into broad categories listed in the Revenues and Expense Report. The Township also lists these totals each year as part of the annual Audit in the Statement of Revenues, Expenditures, and Changes in Fund Balance.

The annual expenses are rolled up into the following categories:

Legislative

Includes all salaries, training, per meetings costs, legal and professional contracts, and other associated expenses of the Township Board, and the Township Manager.

General services and administration

The operating expense of the Township which includes expenses for the general operations of all departments other than Police, Fire, Planning, and Zoning. These expenses include training, supplies, contractual services, and other daily operational costs.

Public safety

Includes all the general expenses associated to operating the Police and Fire Departments.

Public works

This includes the costs associated with the Road Millage, the sanitary land fill, Waste Management contracts, and the sales of garbage bags.

Community and Economic Development

Includes expenditures for the operations of the Planning and zoning department, the Planning Commission, and the Zoning Board of Appeals.

Recreation and Culture

These expenses are categorized as those associated with the normal operations and maintenance of the various properties and recreations areas within the Township.

Capital Outlay

This includes expenditures for items added to the Township's general fixed assets. These expenditures include the purchase of land, land improvements, building additions and improvements, machinery and equipment, office equipment and furniture, and vehicular equipment.

The annual revenues are rolled up into the following categories:

Taxes

These revenues are collected by the direct levy of the Township Charter Millage upon all properties within the Township.

Licenses and permits

These revenues include zoning permit fees collected for conformance with construction and land use required by the Zoning Ordinance. This revenue source also includes animal license fees associated with dog licenses.

Federal sources

The federal government used to have a program that shares revenues with local governments, this has been eliminated by recent Federal changes. This source could include federal grant sources in the future.

State sources

The State disburses funds to local governments in a variety of ways. They are listed here and include revenue sharing, and liquor inspections fees. This line does not normally include state grants.

Local sources

These are local government sources that contribute revenues to our Township for services. These are not collected at this time.

Charges for services

The charges for services revenue are generated by contractual agreements or franchise fees paid to the Township by companies operating within our jurisdiction, such as franchise utility fees, land fill administration fees, and refuse collection fees

Interest

This is exactly how it sounds. This is the listed interest from investments or bank accounts interest from the various holdings.

Other

This revenue is generated from zoning compliance fines, and administrative fees for hall or grounds rentals.

CAPITAL IMPROVEMENT PROGRAM STRUCTURE

In addition to budgets for Township Operations, the Township Budget includes the Capital Improvement Program. The Capital Improvements Program (CIP) is a five-year forecast of capital expenses together with available funding resources. The first year of the forecast is adopted as the current year CIP budget.

The Capital Improvements Program (CIP) will reflect a consensus of the perceived needs and desires of the community based on long-range planning. Projects included in the Capital Improvements Program shall be consistent with the Township Board's Strategic Vision. The CIP provides funding for those operations exclusive of enterprise funds. Eligible uses include capital projects, major equipment, debt service, and non-utility environmental expenses. The Capital Improvements Program will, to the extent

possible, be designed to protect the Township's investments in capital and operating assets through timely and adequate maintenance and replacement of those assets. Examples include construction of buildings or other structures, roads, sewers, parks, and the purchase of heavy equipment, fire trucks and police cruisers. Funding for CIP include bond proceeds, donations, grants, and intergovernmental sources.

RESERVES

General Fund Undesignated Reserve

General Reserves are the measure of government's profitability. A government can turn a profit from year to year by simple accounting, when revenues exceed annual expense, just as in private business. The difference is that at the end of the year, these profits are not turned back to shareholders equally, they are added to the "general reserves" which is part of the general fund. These reserves are then able to be used the following year to help balance the budget in difficult times or for high expenses.

The Township does not have a reserve policy but will be developing one within the next two years.

Contingency Reserve

Funds will be designated in a contingency reserve account within the General Fund. The funds will be available for priority initiatives. The Township Board or the Township Manager can appropriate funds from this reserve for emergency use since they are part of the approved annual budget.

INVESTMENTS

The Township Board policy places the limits on the Township Treasurer for investing. The policy states:

Safety:

Safety of principle is the foremost objective of the Charter Township of Chocolay investment policy

Diversification:

The investments shall be diversified by avoiding over concentration in securities from a specific issuer of business sector (excluding U.S. Treasury securities and insured certificates of deposit)

Liquidity:

The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

Return on Investment:

Return on investment is of secondary importance compared to safety and liquidity objectives. Investments shall be selected to obtain a market average rate of return. The core of investments is limited to relatively low risk securities.

The Treasurer may elect to have certificates and other evidence of investments held by a financial institution, provided that the financial institution presents to the Township Treasurer on a quarterly basis, sufficient documentation and acknowledgement of the investment instruments held on behalf of the Township. The Township must comply with all applicable statutes relating to public fund investments.

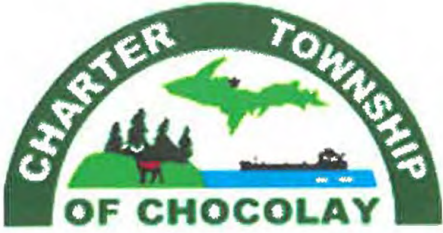
LONG TERM DEBT

Subject to the provisions of the State of Michigan, Chocolay Township applied for and sold a General Obligation Junior Bond for a sewer improvement project in 2020. The sale of this bond obligated the Township to payback roughly \$3,500,000 over the next twenty years by annual payments of \$180,000. These payments are due every October.

The obligation will be repaid through the sewer users monthly fee from those residents that are connected to the sanitary sewer system. This budget is shown within the sewer fund.

The Township does not have any other long-term debt or debt service agreements.

This summary serves as a basic tool to understand how our budget process is similar to private business, or other public agencies within the State of Michigan.



Profile Tab



5010 US 41 South
Marquette, MI 49855
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History

Chocolay Township was established on March 17, 1860 by order of the Marquette County Board. The first Township Board served from 1860-1883 who included Albert Day, Joseph W. Edwards, H.S. Bacon, William G. Boswell, David Preston, and Lorenzo D. Harvey. The community is located along Lake Superior and has the Chocolay River flowing through the entire Township. In the early days of commerce this intersection was an important stop for trading and commerce. The focus of this commerce was the Chocolay Furnace, which cast marketable iron products.

A building boom happened in the Township creating the Village of Harvey from 1908-1909. This boom created the existing look of the Village. Although the Village was still focused on river or lake based commerce such as forestry and smelting, our community introduced new ventures like bars, eateries, and others.

In 1926, when the Federal Highway System officially recognized US-41, this changed how community residents traveled through our community and really started to bring outsiders to the Township.

Today, the Township values have not changed significantly. Our residents still enjoy the natural beauty of Lake Superior and the Chocolay River. We still value open spaces, agriculture, and solid land use priorities of smart development that enhances the local community.

For more information about Chocolay's history, you can visit our website Chocolay.org.

Location

The Township encompasses approximately 60 square miles in the Upper Peninsula of Michigan. The Township is located just east of the City of Marquette. The Township is framed to the north and west by M-28 (North) and US-41 (West) serving as the major travel corridors for residents and visitors.

Population

We have a growing population of 5,898 yoopers living in 2,324 households. Our diverse population is made up of Native American, Asian, Hispanic/ Latino, Finnish, German, English, Irish, Swedish, Italian, and White according to the US Census Bureau.

Employment

Many of our employment opportunities are in the service-based sector. We have many construction based employers, auto repair, and commercial based employers. The Township has five restaurants. Many of our residents work outside of the township for the health or university system.

Education

The Township has an elementary school that is associated with the Marquette Area Public School system. We also have many preschools throughout the community. For the older grade school students, they are bussed into the City of Marquette. For those that choose post-secondary education Northern Michigan University is located just 5 miles away.

Public Safety

The Township has its own Police and Fire Departments. Our Police Department employs four full time officers and one part time officer. We are able to cover 18 hours per day and serve as road patrol for all parts of the Township.

The Township Fire Department is a paid-on call fire department. That means it is made up of dedicated and trained volunteers. Our department has 35 fire fighters trained in firefighting, water rescue, brush fire, and search and rescue tactics.

Public Services

The Township offers many public services to its residents. The most significant is the operations of the Township Sewer System around the Village area. The sewer system has approximately 850 equivalent users on the system. The sewer flows to the City of Marquette's sewer treatment facility. The Township is researching water for the same area.

The Township has contracted with Waste Management to remove garbage, debris, and recycling for those residents who want to participate in the program. There are many community-based non-profits that conduct a variety of programs for our residents, such as 4-H to senior programs.

Parks & Recreation

Along with the Lake and river options, the Township owns eleven different recreation areas for use by our Township residents. The areas range from sports fields to wooded areas for hiking. There are also regional hiking and ATV trails throughout the Township.

2021 Township Master Plan

The current Township vision was developed by surveying our community from 2010 to 2014. This process led to the development of the 2021 Community Master Plan. This plan not only sets the land use strategies for the community, but also suggests the priorities of spending to achieve the supported vision.



Summary Tab



5010 US 41 South
 Marquette, MI 49855
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Summary of Revenues and Expenses - All Funds (FY 2017-FY 2023)

Charter Township Of Chocolay							
Summary of Revenues and Expenditures - All Funds							
	2017	2018	2019	2020	2021	2022	2023
General Fund	\$ 1,653,133.00	\$ 1,715,111.00	\$ 1,690,449.00	\$ 2,705,000.00	\$ 2,781,716.52	\$ 2,407,225.83	\$ 2,668,076.02
Road Fund	\$ -	\$ 354,548.00	\$ 368,661.00	\$ 365,000.00	\$ 380,142.00	\$ 428,934.99	\$ 450,255.89
Fire Millage	\$ 252,948.00	\$ -	\$ 15.00	\$ -	\$ -	\$ -	\$ -
Liquor Law Enforcement	\$ 3,233.00	\$ 2,737.00	\$ 2,781.00	\$ 2,900.00	\$ 3,000.00	\$ 2,900.00	\$ 2,900.00
Drug Law Enforcement	\$ 1,561.00	\$ -	\$ 1,315.00	\$ -	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
Library Millage	\$ 150,603.00	\$ 153,174.00	\$ 215,968.00	\$ 220,000.00	\$ 237,427.93	\$ 254,047.88	\$ 266,677.69
Capital Improvements Fund	\$ 317,371.00	\$ 172,849.00	\$ 742,288.00	\$ 81,000.00	\$ -	\$ 69,581.00	\$ 1,114,349.00
Total Revenues	\$ 2,378,849.00	\$ 2,398,419.00	\$ 3,021,477.00	\$ 3,373,900.00	\$ 3,403,586.44	\$ 3,163,989.70	\$ 4,503,558.60
es							
General Fund	\$ 1,583,286.00	\$ 1,567,617.00	\$ 1,513,070.00	\$ 2,705,000.00	\$ 2,861,698.72	\$ 2,050,245.97	\$ 2,592,951.45
Road Fund	\$ -	\$ 53,962.00	\$ 469,081.00	\$ 500,000.00	\$ 500,000.00	\$ 100,000.00	\$ 426,000.00
Fire Millage	\$ 1,310.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Liquor Law Enforcement	\$ 2,910.00	\$ 3,138.00	\$ 2,781.00	\$ 2,900.00	\$ 3,000.00	\$ 2,900.00	\$ 2,900.00
Drug Law Enforcement	\$ -	\$ -	\$ 767.00	\$ -	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
Library Millage	\$ 150,603.00	\$ 153,174.00	\$ 215,968.00	\$ 220,000.00	\$ 237,427.93	\$ 254,047.88	\$ 266,677.69
Capital Improvements Fund	\$ 161,544.00	\$ 133,300.00	\$ 841,851.00	\$ 89,324.00	\$ 300,855.00	\$ 341,275.00	\$ 499,200.00
Total Expenditures	\$ 1,899,653.00	\$ 1,911,191.00	\$ 3,043,518.00	\$ 3,517,224.00	\$ 3,904,281.65	\$ 2,749,768.85	\$ 3,789,029.14
Excess of Revenues Over (Under) Expenditures	\$ 479,196.00	\$ 487,228.00	\$ (22,041.00)	\$ (143,324.00)	\$ (500,695.21)	\$ 414,220.84	\$ 714,529.46
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers (out)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Change in Fund balance	\$ 479,196.00	\$ 487,228.00	\$ (22,041.00)	\$ (143,324.00)	\$ (500,695.21)	\$ 414,220.84	\$ 714,529.46
Fund balance beginning of the year	\$ 2,070,156.00	\$ 2,549,352.00	\$ 3,036,580.00	\$ 3,014,539.00	\$ 2,871,215.00	\$ 2,370,519.79	\$ 2,784,740.63
Fund balance, end of the year	\$ 2,549,352.00	\$ 3,036,580.00	\$ 3,014,539.00	\$ 2,871,215.00	\$ 2,370,519.79	\$ 2,784,740.63	\$ 3,499,270.10



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Summary of Revenues and Expenses - Wastewater Fund (2017-2023)

Charter Township Of Chocolay							
Summary of Revenues and Expenditures - Wastewater Fund (Proprietary)							
	2017	2018	2019	2020	2021	2022	2023
				Budget	Proposed		
Revenues							
Charges for services, net	\$ 311,680.00	\$ 309,161.00	\$ 506,922.00	\$ 524,500.00	\$ 525,000.00	\$ 574,000.00	\$ 574,000.00
Misc. income	\$ 3,105.00	\$ 2,649.00	\$ 4,877.00	\$ -	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Total Revenues	\$ 314,785.00	\$ 311,810.00	\$ 511,799.00	\$ 524,500.00	\$ 530,000.00	\$ 579,000.00	\$ 579,000.00
Expenditures							
Personnel Services	\$ 77,507.00	\$ 92,633.00	\$ 90,551.00	\$ 108,610.00	\$ 97,349.46	\$ 49,563.53	\$ 54,288.35
Supplies	\$ 5,114.00	\$ 5,935.00	\$ 9,836.00	\$ 20,000.00	\$ 10,000.00	\$ 30,000.00	\$ 30,001.00
Other services	\$ 133,464.00	\$ 138,822.00	\$ 312,285.00	\$ 3,361,390.00	\$ 417,945.00	\$ 605,186.67	\$ 562,070.00
Depreciation	\$ 47,038.00	\$ 45,577.00	\$ 46,074.00	\$ 50,000.00	\$ 87,500.00	\$ 87,500.00	\$ 150,000.00
Total Expenditures	\$ 263,123.00	\$ 282,967.00	\$ 458,746.00	\$ 3,540,000.00	\$ 612,794.46	\$ 772,250.19	\$ 796,359.35
Operating Income (Loss)	\$ 51,662.00	\$ 28,843.00	\$ 53,053.00	\$(3,015,500.00)	\$ (82,794.46)	\$ (193,250.19)	\$ (217,359.35)
Non-Operating Revenues							
Investment income	\$ 13,057.00	\$ 22,299.00	\$ 30,991.00	\$ 500.00	\$ 7,500.00	\$ 46,443.52	\$ 7,500.00
Gain (Loss) on invest in wastewater facility	\$ 77,514.00	\$ (10,189.00)	\$ 103,819.00	\$ 3,000,000.00	\$ -	\$ -	\$ -
Gain (Loss) on investment	\$ -	\$ (551.00)	\$ 24,322.00	\$ -	\$ 1,500.00	\$ -	\$ 55,000.00
Capital contribute	\$ -	\$ 107,415.00	\$ 114,120.00	\$ -	\$ 30,000.00	\$ -	\$ -
Total Non-Operating Revenues (Expenses)	\$ 90,571.00	\$ 118,974.00	\$ 273,252.00	\$ 3,000,500.00	\$ 39,000.00	\$ 46,443.52	\$ 62,500.00
Change in Net Position	\$ 142,233.00	\$ 147,817.00	\$ 326,305.00	\$ (15,000.00)	\$ (43,794.46)	\$ (146,806.67)	\$ (154,859.35)
Net Position, beginning next year	\$ 2,301,365.00	\$ 2,443,598.00	\$ 2,591,415.00	\$ 2,917,720.00	\$ 2,902,720.00	\$ 2,858,925.54	\$ 2,712,118.87
NET POSITION END OF YEAR	\$ 2,443,598.00	\$ 2,591,415.00	\$ 2,917,720.00	\$ 2,902,720.00	\$ 2,858,925.54	\$ 2,712,118.87	\$ 2,557,259.52



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Summary of Revenues and Expenses - All Funds 2021-2023

FY 2021 Final

	2021 Final				Non-Major			Total All Funds
	General Fund	Road Fund	Library Millage Fund	CIP Fund	Drug Law Enforcement Fund	Fire Fund	Liquor Law Fund	
Revenues								
Taxes	\$ 889,162.00	\$ 383,732.00	\$227,437.00			\$ 22.00		\$ 1,500,353.00
Licenses and permits	\$ 5,470.00							\$ 5,470.00
Federal sources	\$ -			\$ 78,279.00				\$ 78,279.00
State sources	\$ 589,769.00			\$ 8,728.00				\$ 598,497.00
Local sources	\$ 93,861.00			\$ 90,000.00			\$ 2,571.00	\$ 186,432.00
Charges for services	\$ (5,196.00)	\$ (3,590.00)						\$ (8,786.00)
Interest	\$ -			\$ 19,166.00				\$ 19,166.00
Other	\$ 35,998.00			\$ 17,065.00	\$ -			\$ 53,063.00
Total Revenues	\$ 1,609,064.00	\$ 380,142.00	\$227,437.00	\$ 213,238.00	\$ -	\$ 22.00	\$ 2,571.00	\$ 2,432,474.00
Expenditures								
Current operations:								
Legislative	\$ 140,316.00							\$ 140,316.00
General services and administration	\$ 618,024.00							\$ 618,024.00
Public safety	\$ 531,155.00				\$ -		\$ 2,571.00	\$ 533,726.00
Public works	\$ 31,776.00	\$ 473,207.00						\$ 504,983.00
Community and economic development	\$ 73,278.00							\$ 73,278.00
Recreation and culture	\$ 99,353.00		\$227,437.00					\$ 326,790.00
Capital outlay	\$ -	\$ -		\$ 915,647.00				\$ 915,647.00
Total Expenditures	\$ 1,493,902.00	\$ 473,207.00	\$227,437.00	\$ 915,647.00	\$ -	\$ -	\$ 2,571.00	\$ 3,112,764.00
Excess of Revenues Over (Under) Expenditures								
	\$ 115,162.00	\$ (93,065.00)	\$ -	\$ (702,409.00)	\$ -	\$ 22.00	\$ -	\$ (680,290.00)
Other Financing Sources (Uses)								
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers (out)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Change in Fund balance	\$ 115,162.00	\$ (93,065.00)	\$ -	\$ (702,409.00)	\$ -	\$ 22.00	\$ -	\$ (680,290.00)
Fund balance beginning of the year	\$ 1,926,175.00	\$ 198,723.00	\$ -	\$ 1,114,349.00	\$ -	\$ 2,480.00		\$ 3,241,727.00
Fund balance, end of the year	\$ 2,041,337.00	\$ 105,658.00	\$ -	\$ 411,940.00	\$ -	\$ 2,502.00	\$ -	\$ 2,561,437.00



5010 US 41 South
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Summary of Revenues and Expenses - All Funds 2021-2023

FY 2022 Approved Budget

	2022 Budgetted				Non-Major			Total All Funds
	General Fund	Road Fund	Library Millage Fund	CIP Fund	Drug Law Enforcement Fund	Fire Fund	Liquor Law Fund	
Revenues								
Taxes	\$ 911,162	\$ 428,934.99	\$254,047.88					\$ 1,594,144.70
Licensees and permits	\$ 9,700.00							\$ 9,700.00
Federal sources	\$ 344,662.00							\$ 344,662.00
State sources	\$ 612,431.00							\$ 612,431.00
Local sources	\$ 129,121.00						\$ 2,900.00	\$ 132,021.00
Charges for services	\$ 123,300.00							\$ 123,300.00
Interest	\$ 25,500.00							\$ 25,500.00
Other	\$ 251,350.00				\$ 1,300.00			\$ 252,650.00
Total Revenues	\$ 2,407,225.83	\$ 428,934.99	\$254,047.88	\$ -	\$ 1,300.00	\$ -	\$ 2,900.00	\$ 3,094,408.70
Expenditures								
Current operations:								
Legislative	\$ 192,396.64							\$ 192,396.64
General services and administration	\$ 835,590.01							\$ 835,590.01
Public safety	\$ 673,110.85				\$ 1,300.00		\$ 2,900.00	\$ 677,310.85
Public works	\$ 48,250.00							\$ 48,250.00
Community and economic development	\$ 88,370.21							\$ 88,370.21
Recreation and culture	\$ 176,475.73		\$254,047.88					\$ 430,523.61
Capital outlay	\$ 499,200.00	\$ 100,000.00		\$ -				\$ 599,200.00
Total Expenditures	\$ 2,513,393.44	\$ 100,000.00	\$254,047.88	\$ -	\$ 1,300.00	\$ -	\$ 2,900.00	\$ 2,871,641.33
Excess of Revenues Over (Under) Expenditures	\$ (106,167.61)	\$ 328,934.99	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 222,767.37
Other Financing Sources (Uses)								
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers (out)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Change in Fund balance	\$ (106,167.61)	\$ 328,934.99	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 222,767.37
Fund balance beginning of the year	\$ 2,561,437.00	\$ 200,939.00	\$ -	\$ 985,227.57	\$ -	\$ -	\$ -	\$ 3,747,603.57
Fund balance, end of the year	\$ 2,455,269.39	\$ 529,873.99	\$ -	\$ 985,227.57	\$ -	\$ -	\$ -	\$ 3,970,370.94



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 (906) 249-1448

Summary of Revenues and Expenses - All Funds 2021-2023

FY 2023 Proposed Budget

	2023 Budgeted				Non-Major			Total All Funds
	General Fund	Road Fund	Library Millage Fund	CIP Fund	Drug Law Enforcement Fund	Fire Fund	Liquor Law Fund	
Revenues								
Taxes	\$ 956,720	\$ 450,255.89	\$266,677.69					\$ 1,673,653.50
Licenses and permits	\$ 9,700.00							\$ 9,700.00
Federal sources	\$ 434,662.00							\$ 434,662.00
State sources	\$ 710,435.00							\$ 710,435.00
Local sources	\$ 129,121.00						\$ 2,900.00	\$ 132,021.00
Charges for services	\$ 123,300.00							\$ 123,300.00
Interest	\$ 25,500.00				\$ 1,300.00			\$ 26,800.00
Other	\$ 227,638.10				\$ -			\$ 227,638.10
Total Revenues	\$ 2,617,076.02	\$ 450,255.89	\$266,677.69	\$ -	\$ 1,300.00	\$ -	\$ 2,900.00	\$ 3,338,209.60
Expenditures								
Current operations:								
Legislative	\$ 192,693.64							\$ 192,693.64
General services and administration	\$ 891,125.54							\$ 891,125.54
Public safety	\$ 631,346.86				\$ 1,300.00		\$ 2,900.00	\$ 635,546.86
Public works	\$ 58,050.00							\$ 58,050.00
Community and economic development	\$ 142,285.97							\$ 142,285.97
Recreation and culture	\$ 178,249.44		\$266,677.69					\$ 444,927.13
Capital outlay	\$ 503,000.00	\$ 426,000.00		\$ -				\$ 929,000.00
Total Expenditures	\$ 2,596,751.45	\$ 426,000.00	\$266,677.69	\$ -	\$ 1,300.00	\$ -	\$ 2,900.00	\$ 3,293,629.14
Excess of Revenues Over (Under) Expenditures	\$ 20,324.57	\$ 24,255.89	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44,580.46
Other Financing Sources (Uses)								
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers (out)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Change in Fund balance	\$ 20,324.57	\$ 24,255.89	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44,580.46
Fund balance beginning of the year	\$ 3,934,318.41	\$ 529,873.99	\$ -	\$ 985,227.57	\$ -	\$ -	\$ -	\$ 5,449,419.97
Fund balance, end of the year	\$ 3,954,642.98	\$ 554,129.88	\$ -	\$ 985,227.57	\$ -	\$ -	\$ -	\$ 5,494,000.43



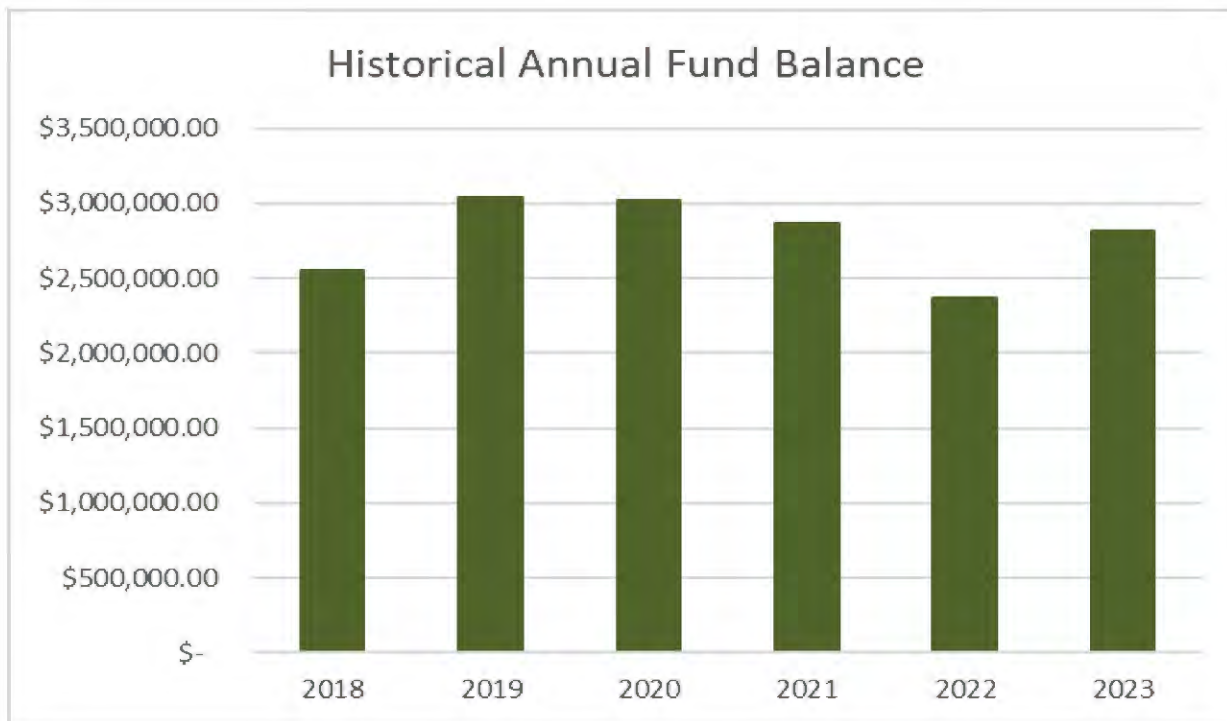
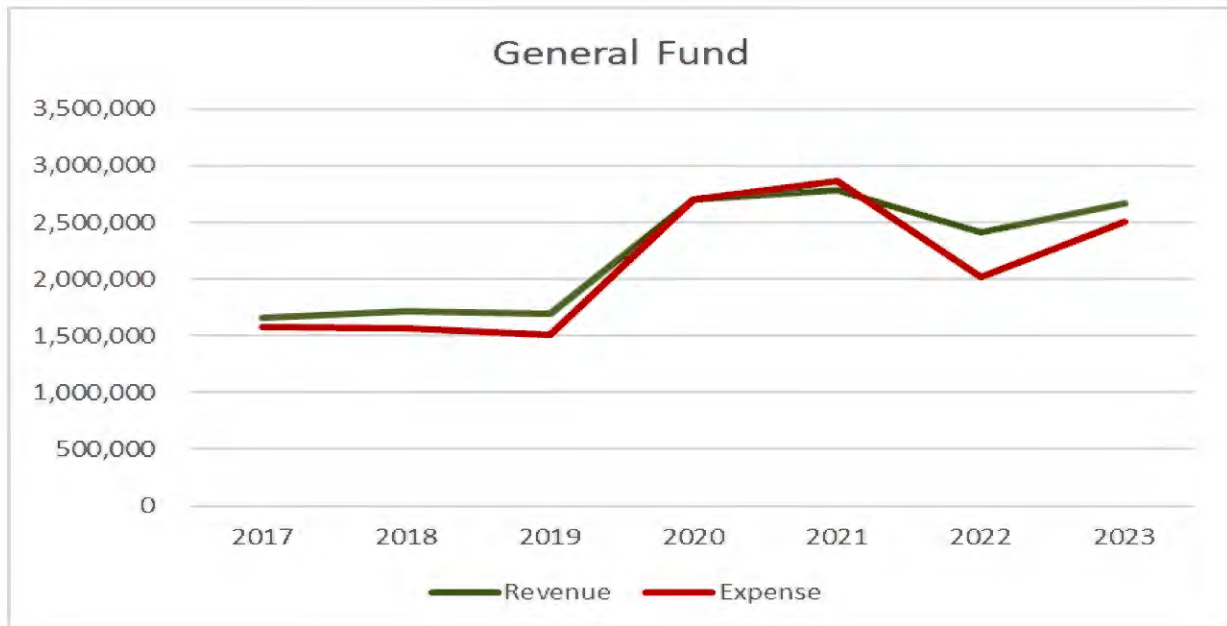
FY 2023 Full Time Employee Requirements Budgeted

Employee Requirements	2020	2021	2022	2023
PERMANENT FULL TIME AUTHORIZED POSITIONS	Actual	Budget	Budget	Projected
<u>Department</u>				
Administration				
Township Manager	1.0	1.0	1.0	1.0
Administrative Assistant	0.5	0.5	1.0	1.0
Total Administration	1.5	1.5	2.0	2.0
Assessor				
Contract Assessor	1.0	1.0	1.0	1.0
Seasonal Assistant	0.5	0.5	0.5	0.5
Total Assessor	1.5	1.5	1.5	1.5
Clerk				
Deputy Clerk	1.0	1.0	1.0	1.0
Assistant - Elections Clerk	0.5	0.5	1.0	1.0
Part Time Clerical Worker	0.5	0.5	0.5	0.5
Part time Elections Workers (working one election)	9.0	3.0	3.0	3.0
Total Clerk	11.0	5.0	5.5	5.5
Fire Department				
Paid on Call Fire Staff (FTE Equivalent)	5.0	5.0	5.0	5.0
Total Fire	5.0	5.0	5.0	5.0
Planning and Zoning				
Director of Planning and Zoning	1.0	1.0	1.0	1.0
Grants Planner				1.0
Total Planning and Zoning	1.0	1.0	1.0	1.0
Police				
Chief	1.0	1.0	1.0	1.0
Sergeant	1.0	1.0	1.0	1.0
Patrol	2.0	2.0	3.0	3.0
Part Time Patrol	0.5	0.5	0.5	0.5
Admin Assistant	1.0	1.0	1.0	1.0
Total Police	5.5	5.5	6.5	6.5
Public Works				
Superintendent	1.0	1.0	1.0	1.0
Maintenance Worker	2.0	2.0	2.0	1.0
Additional Worker	0.5	0.5	0.5	0.75
Total Public Works	3.5	3.5	3.5	2.8
Treasury				
Deputy Treasurer	1.0	1.0	1.0	0.5
Total Treasury	1.0	1.0	1.0	0.5
Total Full Time Employee Equivalents	30.0	24.0	26.0	24.8



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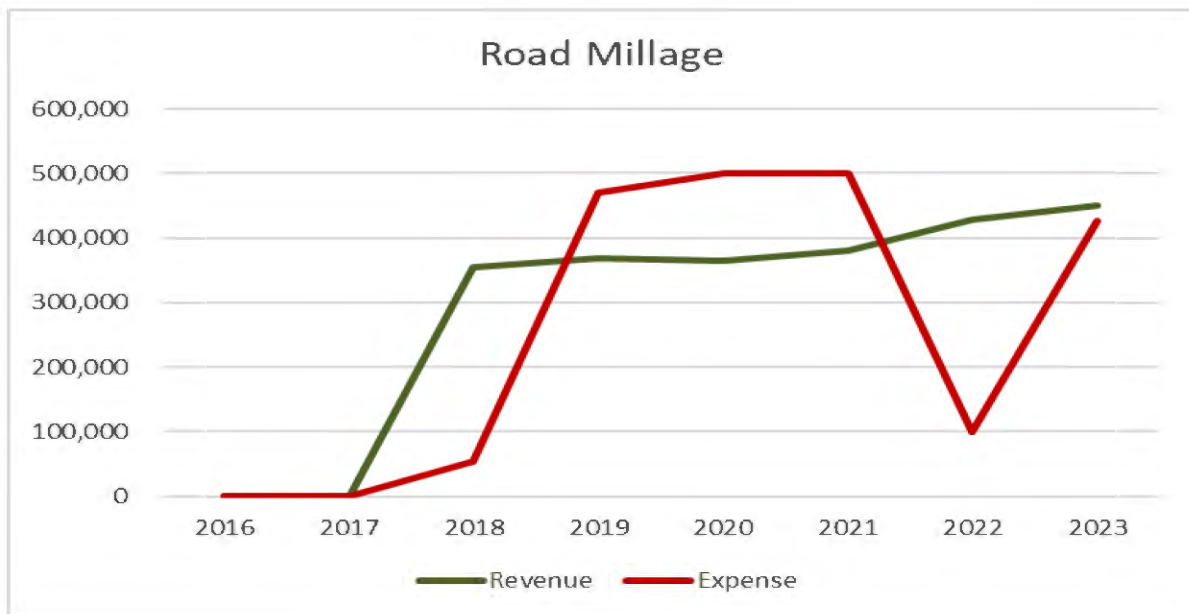
Summary of Revenues and Expenses - All Fund Graphical Representation





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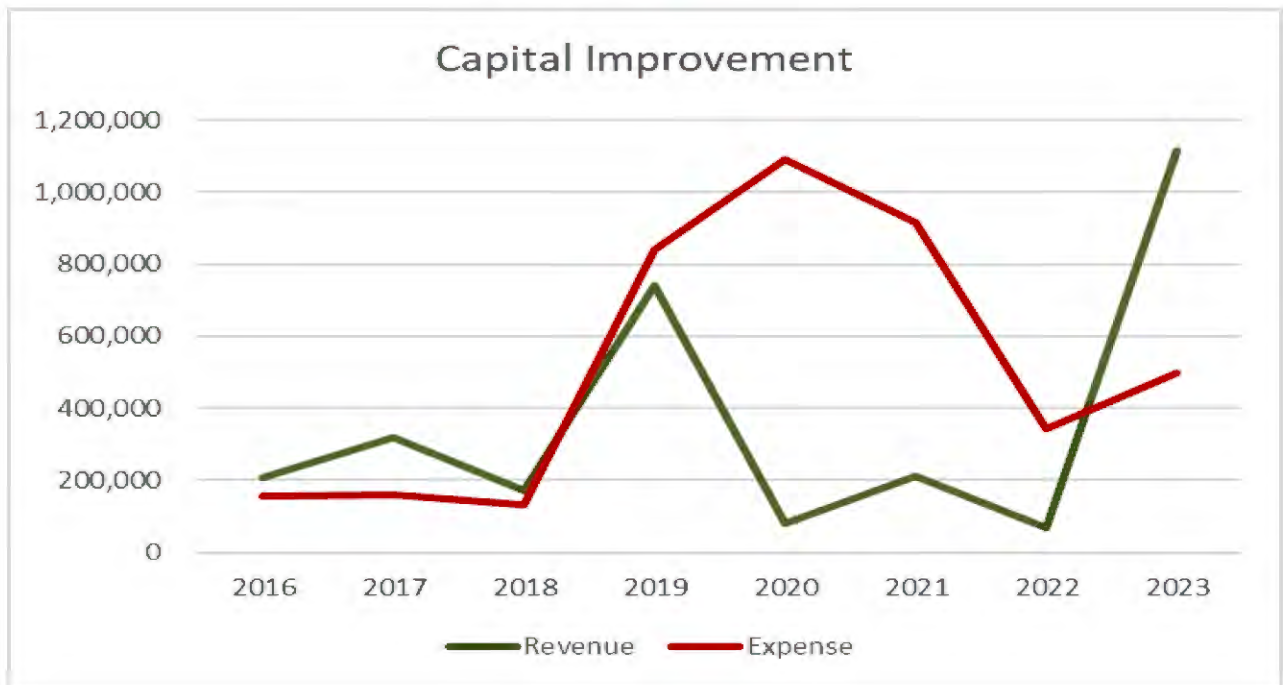
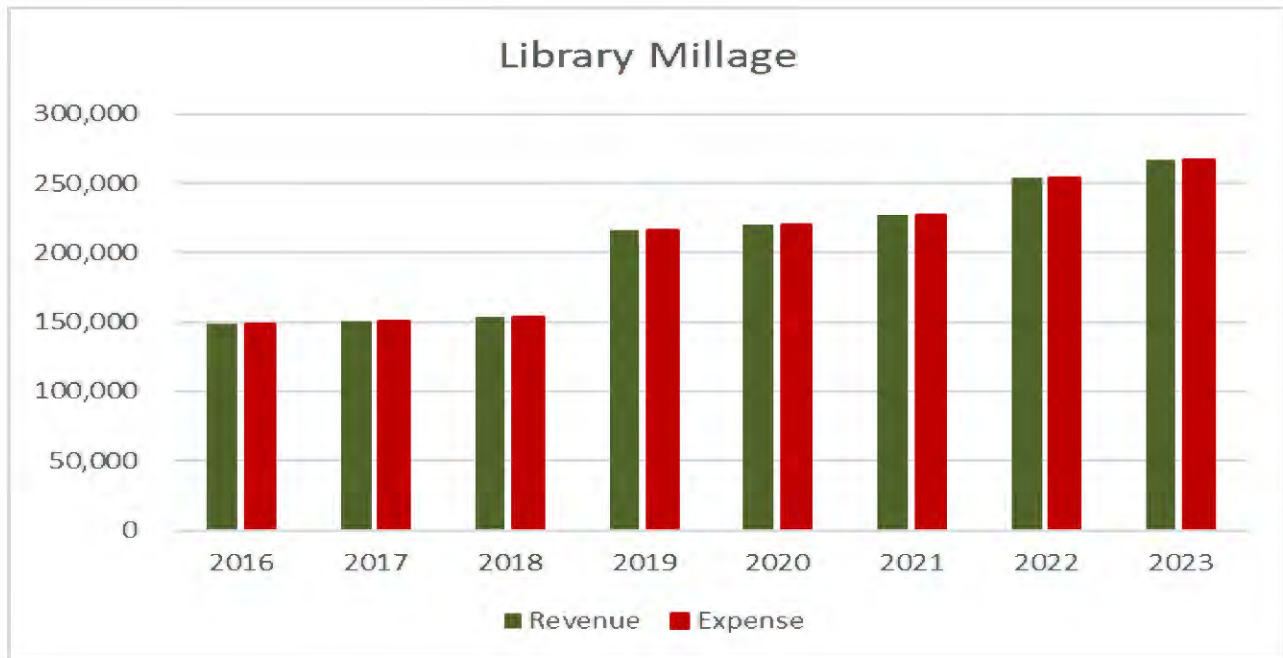
Summary of Revenues and Expenses - All Fund Graphical Representation





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Summary of Revenues and Expenses - All Fund Graphical Representation





Tables Tab

Charter Township of Chocolay
General Fund # 101
Revenue

Account	Account Description	2018 Actual	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed	2023 Proposed
402.000	Property Taxes	\$ 765,078.22	\$ 779,000.00	\$ 913,177.00	\$ 854,544.02	\$ 911,161.83	\$ 956,719.92
441.00	Local Comm Stab Share Tax	\$ 10,483.38	\$ 7,000.00	\$ 7,000.00	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00
446.000	Penalties & Interest	\$ 2,398.69	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00
487.000	Trailer Park Fees	\$ 630.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00	\$ 600.00
501.000	Due from Federal Grant	\$ -	\$ -	\$ -	\$ 175,000.00	\$ 344,662.00	\$ 434,662.00
504.000	Zoning Permit Fees	\$ 3,715.00	\$ 6,400.00	\$ 6,000.00	\$ 6,400.00	\$ 6,000.00	\$ 6,000.00
511.000	Animal Licenses	\$ 270.00	\$ 300.00	\$ 300.00	\$ 200.00	\$ 200.00	\$ 200.00
543.000	State of Michigan	\$ 3,508.13	\$ 4,400.00	\$ 4,000.00	\$ 4,500.00	\$ 55,500.00	\$ 95,500.00
545.000	Liquor Inspection Fee	\$ 3,137.65	\$ 2,900.00	\$ 2,000.00	\$ 2,900.00	\$ 2,900.00	\$ 2,900.00
565.000	State Rev. Sharing	\$ 504,633.00	\$ 471,048.00	\$ 515,000.00	\$ 510,382.00	\$ 546,431.00	\$ 604,435.00
579.000	Payment in Lieu	\$ 15,398.00	\$ 15,200.00	\$ 15,000.00	\$ 15,200.00	\$ 15,000.00	\$ 15,000.00
582.000	KBIC 2% Gaming Money	\$ -	\$ -		\$ 103,000.00	\$ 120,000.00	\$ 111,000.00
583.000	Franchise Fees	\$ 84,958.52	\$ 88,000.00	\$ 88,000.00	\$ 88,000.00	\$ 88,000.00	\$ 88,000.00
618.000	Tax Collection Fees	\$ 55,401.29	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00	\$ 45,288.10
640.000	Refuse Collection	\$ 184,974.50	\$ 177,000.00	\$ 30,000.00	\$ 16,000.00	\$ 30,000.00	\$ 30,000.00
651.000	Landfill Admin Fee	\$ 6,198.00	\$ 5,300.00	\$ 4,000.00	\$ 5,300.00	\$ 5,300.00	\$ 5,300.00
660.000	County Reimbursment - Police	\$ 12,249.74	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00
665.000	Interest Income	\$ 17,921.22	\$ 6,500.00	\$ 8,000.00	\$ 16,000.00	\$ 25,000.00	\$ 25,000.00
668.00	Investment Gain / Loss	\$ (185.57)	\$ -	\$ -	\$ -	\$ -	\$ 51,000.00
672.00	Premium Interest	\$ 801.42	\$ -	\$ -	\$ -	\$ -	\$ -
674.000	Interest on Loan	\$ -	\$ -	\$ 8,000.00	\$ -	\$ -	\$ -
677.000	Due from Cap.Impr. Fund	\$ -	\$ -	\$ -	\$ 300,855.00	\$ 129,121.00	\$ 129,121.00
678.000	Reimburse for Prop. Tax*	\$ 2,959.92	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
693.000	Tax Collection Reimb.	\$ 8,340.00	\$ 8,500.00	\$ 8,300.00	\$ 8,500.00	\$ 8,500.00	\$ 8,500.00
695.000	Trans Gen Fund Balance	\$ -	\$ 65,000.00	\$ 1,103,000.00	\$ 560,000.00	\$ -	\$ -
698.000	Miscellaneous	\$ 32,240.11	\$ 26,374.50	\$ 26,000.00	\$ 27,335.50	\$ 31,850.00	\$ 31,850.00
Totals		\$ 1,715,111.22	\$ 1,747,422.50	\$ 2,822,277.00	\$ 2,781,716.52	\$ 2,407,225.83	\$ 2,668,076.02

Charter Township of Chocolay

General Fund # 101

Expenditure

Account	Account Description	2019 Actual	2020 Actual	2021 Budget	2022 Budget	2023 Proposed
103	Township Board	\$ 114,150.00	\$ 128,000.00	\$ 128,385.00	\$ 192,396.64	\$ 192,693.64
175	Township Supervisor	\$ 14,400.00	\$ 14,500.00	\$ 15,418.00	\$ 20,118.48	\$ 20,397.51
190	Elections	\$ 9,500.00	\$ 35,000.00	\$ 19,180.00	\$ 51,825.00	\$ 24,991.50
202	Assessor	\$ 64,000.00	\$ 74,000.00	\$ 80,385.00	\$ 67,718.00	\$ 73,935.12
215	Clerk	\$ 102,500.00	\$ 128,800.00	\$ 127,267.95	\$ 129,158.16	\$ 133,963.89
247	Board of Review	\$ 3,100.00	\$ 3,000.00	\$ 2,700.00	\$ 2,600.00	\$ 2,753.00
253	Treasurer	\$ 63,200.00	\$ 70,000.00	\$ 66,815.00	\$ 68,580.20	\$ 75,348.41
258	Technology	\$ 26,200.00	\$ 28,000.00	\$ 56,513.00	\$ 35,600.00	\$ 22,721.00
265	Township Hall & Grounds	\$ 17,800.00	\$ 18,000.00	\$ 135,000.00	\$ 59,650.00	\$ 70,455.00
285	Other General Government	\$ 423,050.00	\$ 1,449,000.00	\$ 337,722.00	\$ 400,340.18	\$ 466,560.11
305	Police	\$ 405,574.50	\$ 418,000.00	\$ 597,007.88	\$ 543,414.25	\$ 513,900.26
340	Fire	\$ 135,300.00	\$ 137,000.00	\$ 912,888.57	\$ 129,696.60	\$ 117,446.60
440	Streets	\$ 23,000.00	\$ 22,000.00	\$ 22,040.96	\$ 19,650.00	\$ 22,750.00
526	Sanitary Landfill	\$ 180,000.00	\$ 9,100.00	\$ 49,800.00	\$ 28,600.00	\$ 35,300.00
722	Recreation Grants		\$ -	\$ -	\$ -	\$ -
756	Recreation and Properties	\$ 112,300.00	\$ 115,000.00	\$ 218,498.46	\$ 212,528.26	\$ 178,249.44
800	Zoning	\$ 67,900.00	\$ 65,700.00	\$ 74,454.94	\$ 73,813.02	\$ 124,964.49
805	Planning Commission	\$ 8,700.00	\$ 9,000.00	\$ 12,841.95	\$ 10,081.95	\$ 12,753.23
815	Zoning Board of Appeals	\$ 3,100.00	\$ 3,700.00	\$ 4,780.00	\$ 4,475.24	\$ 4,568.25
Totals		\$ 1,773,774.50	\$ 2,727,800.00	\$ 2,861,698.72	\$ 2,050,245.97	\$ 2,093,751.45

Charter Township of Chocolay
Capital Budget 2021-2025
Expenditure

Account	Department Description	2021	2022	2023	2024	2025	Total in Program
103	Township Board	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
175	Township Supervisor	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
190	Elections	\$ 6,000.00	\$ 6,000.00	\$ 5,200.00	\$ -	\$ -	\$ 17,200.00
202	Assessor	\$ 355.00	\$ -	\$ -	\$ -	\$ -	\$ 355.00
215	Clerk	\$ -	\$ -	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00
247	Board of Review	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
253	Treasurer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
258	Technology	\$ 19,100.00	\$ 53,275.00	\$ 12,300.00	\$ 6,400.00	\$ 7,800.00	\$ 98,875.00
265	Township Hall & Grounds	\$ 102,000.00	\$ 34,000.00	\$ 130,000.00	\$ 35,000.00	\$ -	\$ 301,000.00
285	Other General Government	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
305	Police	\$ 75,400.00	\$ 33,000.00	\$ 17,200.00	\$ 61,500.00	\$ 1,000.00	\$ 188,100.00
340	Fire	\$ 667,500.00	\$ -	\$ 90,000.00	\$ -	\$ -	\$ 757,500.00
440	Streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
526	Sanitary Landfill	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
722	Recreation Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
756	Recreation and Properties	\$ 97,200.00	\$ 215,000.00	\$ 242,500.00	\$ -	\$ -	\$ 554,700.00
800	Zoning	\$ 800.00	\$ -	\$ -	\$ -	\$ -	\$ 800.00
805	Planning Commission	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
815	Zoning Board of Appeals	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals		\$ 968,355.00	\$ 341,275.00	\$ 499,200.00	\$ 102,900.00	\$ 8,800.00	\$ 1,920,530.00

	2023 Budgeted				Non-Major			Total All Funds
	General Fund	Road Fund	Library Millage Fund	CIP Fund	Drug Law Enforcement Fund	Fire Fund	Liquor Law Fund	
Revenues								
Taxes	\$ 956,720	\$ 450,255.89	\$266,677.69					\$ 1,673,653.50
Licensees and permits	\$ 9,700.00							\$ 9,700.00
Federal sources	\$ 434,662.00							\$ 434,662.00
State sources	\$ 710,435.00							\$ 710,435.00
Local sources	\$ 129,121.00					\$ 2,900.00		\$ 132,021.00
Charges for services	\$ 123,300.00							\$ 123,300.00
Interest	\$ 25,500.00				\$ 1,300.00			\$ 26,800.00
Other	\$ 227,638.10				\$ -			\$ 227,638.10
Total Revenues	\$ 2,617,076.02	\$ 450,255.89	\$266,677.69	\$ -	\$ 1,300.00	\$ -	\$ 2,900.00	\$ 3,338,209.60
Expenditures								
Current operations:								
Legislative	\$ 192,693.64							\$ 192,693.64
General services and administration	\$ 891,125.54							\$ 891,125.54
Public safety	\$ 631,346.86				\$ 1,300.00	\$ 2,900.00		\$ 635,546.86
Public works	\$ 58,050.00							\$ 58,050.00
Community and economic development	\$ 142,285.97							\$ 142,285.97
Recreation and culture	\$ 178,249.44		\$266,677.69					\$ 444,927.13
Capital outlay	\$ 503,000.00	\$ 426,000.00		\$ -				\$ 929,000.00
Total Expenditures	\$ 2,596,751.45	\$ 426,000.00	\$266,677.69	\$ -	\$ 1,300.00	\$ -	\$ 2,900.00	\$ 3,293,629.14
Excess of Revenues Over (Under) Expenditures	\$ 20,324.57	\$ 24,255.89	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44,580.46
Other Financing Sources (Uses)								
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers (out)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Change in Fund balance	\$ 20,324.57	\$ 24,255.89	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44,580.46
Fund balance beginning of the year	\$ 3,934,318.41	\$ 529,873.99	\$ -	\$ 985,227.57	\$ -	\$ -	\$ -	\$ 5,449,419.97
Fund balance, end of the year	\$ 3,954,642.98	\$ 554,129.88	\$ -	\$ 985,227.57	\$ -	\$ -	\$ -	\$ 5,494,000.43

Charter Township Of Chocolay
Summary of Revenues and Expenditures - All Funds

	2017	2018	2019	2020	2021	2022	2023
General Fund	\$ 1,653,133.00	\$ 1,715,111.00	\$ 1,690,449.00	\$ 2,705,000.00	\$2,781,716.52	\$2,407,225.83	\$ 2,668,076.02
Road Fund	\$ -	\$ 354,548.00	\$ 368,661.00	\$ 365,000.00	\$ 380,142.00	\$ 428,934.99	\$ 450,255.89
Fire Millage	\$ 252,948.00	\$ -	\$ 15.00	\$ -	\$ -	\$ -	\$ -
Liquor Law Enforcement	\$ 3,233.00	\$ 2,737.00	\$ 2,781.00	\$ 2,900.00	\$ 3,000.00	\$ 2,900.00	\$ 2,900.00
Drug Law Enforcement	\$ 1,561.00	\$ -	\$ 1,315.00	\$ -	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
Library Millage	\$ 150,603.00	\$ 153,174.00	\$ 215,968.00	\$ 220,000.00	\$ 237,427.93	\$ 254,047.88	\$ 266,677.69
Capital Improvements Fund	\$ 317,371.00	\$ 172,849.00	\$ 742,288.00	\$ 81,000.00	\$ -	\$ 69,581.00	\$ 1,114,349.00
Total Revenues	\$ 2,378,849.00	\$ 2,398,419.00	\$ 3,021,477.00	\$ 3,373,900.00	\$3,403,586.44	\$ 3,163,989.70	\$ 4,503,558.60
es							
General Fund	\$ 1,583,286.00	\$ 1,567,617.00	\$ 1,513,070.00	\$ 2,705,000.00	\$2,861,698.72	\$2,050,245.97	\$ 2,592,951.45
Road Fund	\$ -	\$ 53,962.00	\$ 469,081.00	\$ 500,000.00	\$ 500,000.00	\$ 100,000.00	\$ 426,000.00
Fire Millage	\$ 1,310.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Liquor Law Enforcement	\$ 2,910.00	\$ 3,138.00	\$ 2,781.00	\$ 2,900.00	\$ 3,000.00	\$ 2,900.00	\$ 2,900.00
Drug Law Enforcement	\$ -	\$ -	\$ 767.00	\$ -	\$ 1,300.00	\$ 1,300.00	\$ 1,300.00
Library Millage	\$ 150,603.00	\$ 153,174.00	\$ 215,968.00	\$ 220,000.00	\$ 237,427.93	\$ 254,047.88	\$ 266,677.69
Capital Improvements Fund	\$ 161,544.00	\$ 133,300.00	\$ 841,851.00	\$ 89,324.00	\$ 300,855.00	\$ 341,275.00	\$ 499,200.00
Total Expenditures	\$ 1,899,653.00	\$ 1,911,191.00	\$ 3,043,518.00	\$ 3,517,224.00	\$3,904,281.65	\$ 2,749,768.85	\$ 3,789,029.14
Excess of Revenues Over (Under) Expenditures	\$ 479,196.00	\$ 487,228.00	\$ (22,041.00)	\$ (143,324.00)	\$ (500,695.21)	\$ 414,220.84	\$ 714,529.46
Other Financing Sources (Uses)							
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers (out)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Change in Fund balance	\$ 479,196.00	\$ 487,228.00	\$ (22,041.00)	\$ (143,324.00)	\$ (500,695.21)	\$ 414,220.84	\$ 714,529.46
Fund balance beginning of the year	\$ 2,070,156.00	\$ 2,549,352.00	\$ 3,036,580.00	\$ 3,014,539.00	\$2,871,215.00	\$ 2,370,519.79	\$ 2,784,740.63
Fund balance, end of the year	\$ 2,549,352.00	\$ 3,036,580.00	\$ 3,014,539.00	\$ 2,871,215.00	\$2,370,519.79	\$ 2,784,740.63	\$ 3,499,270.10



Departments Tab



2023 BUDGET DEPARTMENT DESCRIPTION

DEPARTMENT BUDGET OVERVIEW:

REVENUE: The Clerks Department revenue is drawn from the general fund.

DEPARTMENT DESCRIPTION

MISSION: The Clerk's Department is a statutory department responsible for finance, elections, and records retention.

PRIORITY COMPLIANCE: This is a regulatory requirement per Federal and State Laws.

OPERATING EXPENDITURES: There is an increase in the department's budget because of the potential of part time work to organize the records retention vault.

GENERAL FUND	2022 Budgeted	2022 Projected	2023 Requested	2022/2023 VARIANCE
Department Total	\$129,158	\$120,500	\$133,963	4% Increase

CAPITAL EXPENDITURES: The department has very few items that are purchased through capital funds.

GENERAL FUND	2022 Approved	2023 Requested
Department Project Total		\$2,000
Major Items		
1. Vault Materials		\$2,000



2023 BUDGET DEPARTMENT DESCRIPTION

DEPARTMENT BUDGET OVERVIEW:

REVENUE: The Elections Department revenue is drawn from the general fund.

DEPARTMENT DESCRIPTION

MISSION: The Elections Department is an extension of the Clerk's Office. The department is responsible for the proper administration of elections in compliance with Federal and State Laws.

PRIORITY COMPLIANCE: This is a regulatory requirement per Federal and State Election Laws.

OPERATING EXPENDITURES: There is an increase in the annual election budget from FY 2021 because there will be at least two major elections expected for FY 2022.

GENERAL FUND	2022 Budgeted	2022 Projected	2023 Requested	2022/2023 VARIANCE
Department Total	\$51,825	\$49,500	\$24,991	52% Decrease

CAPITAL EXPENDITURES: The department has very few items that are purchased through capital funds. The ballot tabulators and the election booths are the only two items that are part of the capital replacement program.

GENERAL FUND	2022 Approved	2023 Requested
Department Project Total	\$6,000.00	\$5,200.00
Major Items		
1. Tabulator	\$6,000.00	
2. Voter Booths		\$5,200.00



2023 BUDGET DEPARTMENT DESCRIPTION

DEPARTMENT BUDGET OVERVIEW:

REVENUE: The Fire Department's budget only generates revenue from Federal, State and Local Grants as awarded. Our budget is taxpayer funded annually.

DEPARTMENT DESCRIPTION

MISSION: The fire departments mission: Service, Honor, Integrity. The fire department meets our mission by helping those in need as an undivided group earning a high level of respect from the community we serve.

PRIORITY COMPLIANCE: Life Safety of the fire department members by providing them quality equipment designed to withstand the job duties, providing longstanding quality thus saving the township money over time, and providing a high level of life safety services to the citizens of Chocolay Township. Due to the nature of firefighting, equipment needs frequent maintenance and replacement.

OPERATING EXPENDITURES: Our annual budget provides the fire department our daily operating expenditures allowing the highest level of service to protect the citizens we serve. These expenditures cover a variety of items ranging from new and replacement equipment, repairs as required and supplies to keep the members safe.

GENERAL FUND	2022 Budgeted	2022 PROJECTED	2023 REQUEST	2022/2023 VARIANCE
Department Total	\$129,696	\$131,500	\$117,446	9% Decrease

PRIORITY COMPLIANCE: The fire department provides critical life safety response to the residents of the township and other fire departments through mutual aid agreements. Building on our program each year, the focus of purchasing quality equipment that generally has a longer duration of life providing an additional level of safety to the members of the department and ultimately the citizens we serve. The focus of continually being better provides surety to those we serve thus attracting others.

CAPITAL EXPENDITURES: The Department is working with local communities on a regional grant to replace and upgrade the remaining radios to the new 800mhz.

GENERAL FUND	2022 Budget	2023 PLANNED
Department Project Total	\$175,000	\$90,000
Major Items		
1. SCBA Replacement	\$175,000	
2. Radio Replacement		\$90,000



2023 BUDGET DEPARTMENT DESCRIPTION

DEPARTMENT BUDGET OVERVIEW: Police Department

REVENUE:

The revenue sources for the Chocolay Township Police Department are the General Fund, Federal and State Grants, and Local Ordinance Fines and Judgements.

DEPARTMENT DESCRIPTION

MISSION:

Our mission is to partner with the community to solve problems and improve public safety in a manner that is fair, impartial, transparent, and consistent. And to do so with honor and integrity, while at all times conducting ourselves with the highest ethical standards to maintain public confidence.

PRIORITY COMPLIANCE:

This operating budget request will allow the Chocolay Township Police Department to continue to provide for the safety and well-being of the citizens of Chocolay. The operating of the department aligns with the interconnectivity and cooperation with other jurisdictions priority.

OPERATING EXPENDITURES:

GENERAL FUND	2022 Budgeted	2022 PROJECTED	2023 REQUEST	2022/2023 VARIANCE
Department Total	\$543,414	\$535,500	\$513,900	11% Decrease

PRIORITY COMPLIANCE:

This budget request will allow the Chocolay Township Police Department to strengthen its commitment to the safety and well-being of the citizens of Chocolay, it's visitors, and provide for the continued interconnectivity and cooperation with other jurisdictions.

CAPITAL EXPENDITURES:

GENERAL FUND	2022 Budgeted	2023 PLANNED
Department Project Total	\$33,000	\$17,200
Major Items		
1. Software, uniforms, radios, weapons	\$18,000	
2. Equipment Replacement	\$15,000	\$17,200



2023 BUDGET DEPARTMENT DESCRIPTION

DEPARTMENT BUDGET OVERVIEW:

REVENUE: The recreation department revenue is drawn from the general fund. The responsible department is the Public Works department with advisory authority of the Administration Department.

DEPARTMENT DESCRIPTION

Mission: The recreation department implements the direction for Chocolay Township to acquire, development, renovate, and maintain outdoor recreation opportunities for Township residents and visitors.

PRIORITY COMPLIANCE: The Township has an approved recreation plan that aligns with the Board's goals of Sustainability or Resilience and Integration with other Jurisdictions.

OPERATING EXPENDITURES: There is a decrease in this department general expenses but an increase in capital based on the finishing of the tennis court.

GENERAL FUND	2022 Budgeted	2022 PROJECTED	2023 REQUEST	2022/2023 VARIANCE
Department Total	\$176,475	\$183,500	\$159,180	10% Decrease

CAPITAL EXPENDITURES: The large item this year is the resurface of the other half of the tennis court. We will be applying for a State of Michigan Recreational Grant to offset the costs.

GENERAL FUND	2022 Budgeted	2023 PLANNED
Department Project Total	\$215,000	\$242,500
Major Items		
1. Redesign of all recreation areas		\$50,000
2. Restroom update at the Marina	\$35,000	
3. Boardwalk at Marina replacement	\$20,000	
4. Resurface of Tennis Court	\$160,000	\$160,000
5. Township Entrance Signs		\$7,500



2023 BUDGET DEPARTMENT DESCRIPTION

DEPARTMENT BUDGET OVERVIEW:

REVENUE: The township hall and grounds department revenue is drawn from the general fund. The responsible department is the Public Works department with advisory authority of the Administration Department.

DEPARTMENT DESCRIPTION

PRIORITY COMPLIANCE: This is a requirement to operate the function of government.

OPERATING EXPENDITURES: There is an increase in this department to account for the cost of inflation for natural gas and fuels.

GENERAL FUND	2022 Budgeted	2022 PROJECTED	2023 REQUEST	2022/2023 VARIANCE
Department Total	\$59,650	\$58,500	\$70,455	18% Increase

CAPITAL EXPENDITURES: It has become time to replace the windows in the Township hall building. The parking lot must be resurfaced this year, or it will become very costly to repair. There are some major projects that met the Boards goal of Catalytic Opportunity because of timing, contractor availability and departmental schedule.

GENERAL FUND	2022 REQUESTED	2023 PLANNED
Department Project Total	\$34,000	\$130,000
Major Items		
1. Tree Removal	\$5,000	
2. Floor Scubber	\$9,000	
3. Design DPW Building	\$20,000	
4. Siding the TWP Hall		\$120,000
5. Irrigation around Buildings		\$10,000



2023 BUDGET DEPARTMENT DESCRIPTION

DEPARTMENT BUDGET OVERVIEW:

REVENUE: The township technology revenue is drawn from the general fund.

DEPARTMENT DESCRIPTION

MISSION: The operations of government require a certain amount of technology through hardware and software solutions that enable staff to perform their responsibilities.

PRIORITY COMPLIANCE: This is a requirement to operate the function of government.

OPERATING EXPENDITURES: There is a decrease in the department because of the transition to new equipment and the general reduction in service call requirements.

GENERAL FUND	2022 Budgeted	2022 PROJECTED	2023 REQUEST	2022/2023 VARIANCE
Department Total	\$36,600	\$37,500	\$35,021	1% Decrease

CAPITAL EXPENDITURES: The department is planning to replace the phone system and the tablets used by our various Boards. These requests help staff respond to the needs of our residents, other governments, and business partners.

GENERAL FUND	2022 REQUESTED	2023 PLANNED
Department Project Total	\$34,200	\$12,300
Major Items		
1. Laptop replacement	\$2,200	
2. Tablet replacement	\$16,000	
3. Phone System	\$16,000	\$12,300



Glossary Tab



5010 US 41 South
Marquette, MI 49855
(906) 249-1448

Glossary

ACCRUAL BASIS of ACCOUNTING – Method of accounting that recognizes the financial effect of transactions, events and inter-fund activities when they occur, regardless of the timing of the related cash flows.

APPROPRIATION - An authorization made by the Township Board that permits the Township to incur obligations and to make expenditures for specific purposes.

ASSESSED VALUATION - The total value of real estate and personal property as determined by the Assessor that is the basis used for levying taxes. (S.E.V. = State Equalized Value)

BALANCED BUDGET – A spending plan where revenues and/or other financing sources match expenditures.

BOND - A written promise to pay a specific sum of money plus interest at a specified rate within a specific period of time, primarily to finance street construction, facility improvements, or public safety equipment.

BUDGET - A financial plan for a specified fiscal year that contains estimated expenditures and revenues.

- a) Operating Budget - the portion of the budget that relates to daily operations that provide governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies and services.
- b) Capital Improvements Program Budget - a Capital Improvements Program (CIP) Budget includes projects which are usually construction or renovation projects designed to improve the value of the government assets. Examples are street construction, water and sewer facilities, recreational projects, park improvements and building renovations.
- c) Budget Amendment - A procedure to revise a budget appropriation either by Township Board approval or by Township Manger authorization to adjust appropriations.

CAPITAL IMPROVEMENT PROGRAM (CIP) - A long range plan which outlines proposed capital improvement projects and estimates the costs and funding sources associated with those projects.

CAPITAL OUTLAY - Expenditures budgeted to acquire or add to fixed assets costing \$500 or more and with an expected useful life of a least one year.

CIP FUNDED – Projects supported by resources in the Capital Improvement Program (CIP).

DEBT SERVICE - The amount of interest and principal that the Township must pay each year on direct long-term debt plus the interest it must pay on direct short-term debt.

DEPARTMENT - A major administrative section of the Township that indicates overall management responsibility for an operation or a group of related operations within a functional area.

DIVISION - A group of costs centers within a service group, i.e., the Water Division is a cost center within the Public Service Group (which is considered a department).

ENCUMBRANCE - A legal financial commitment of appropriated funds to purchase an item or service. To encumber funds, means to set aside or commit funds for a future expenditure.

EXPENDITURE/EXPENSE - Cost of goods and services obtained, including debt service and capital outlay.

FEDERAL - Refers to a United States of America national government entity.

FISCAL YEAR – The twelve month time period designated by the Township that signifies the beginning and ending periods for recording financial transactions. The Chocoley Township’s fiscal year is January 1 to December 31.

FIXED ASSETS - Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

FULL-TIME EQUIVALENT (FTE) - Combines all full time and part time personnel into a standard equivalent for time management.

FUND - A set of accounts to record revenues and expenditures associated with a specific purpose.

FUND TYPES:

Governmental Funds: Funds generally used to account for tax supported activities. There are five different types of governmental funds: general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds.

General Fund: The general fund typically serves as the chief operating fund of a government. The general fund is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Fund: Governmental fund type used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditure for specified purposes.

Debt Service Funds: Governmental fund type used to account for the accumulation of resources for, and the payment of, general long term debt principal and interest.

Capital Improvement Project Funds: Fund type used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

Permanent Funds: Government fund type used to report resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the reporting government's programs (i.e. for the benefit of the government or its citizenry).

Proprietary Funds: Funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

Enterprise Fund: Proprietary fund type used to report an activity for which a fee is charged to external users for goods or services.

Internal Service Funds: Proprietary fund type that may be used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis.

Fiduciary Funds: Funds used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the government's own programs. The fiduciary fund category includes pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds and agency funds.

Pension (and Other Employee Benefit) trust funds: Fiduciary fund type used to report resources that are required to be held in trust for the members and beneficiaries of defined benefit pension plans, defined contribution plans, or the postemployment benefit plans, or other employee benefit plans.

Investment trust funds: Fiduciary Fund type used to report governmental external investment pools in separately issued reports and the external portion of these same pools when reported by the sponsoring government.

Private-purpose trust funds: Fiduciary Fund type used to report all trust arrangements, other than those properly reported in pension trust funds or investment trust funds, under which principal and income benefit individuals, private organizations, or other governments.

Agency funds: Fiduciary fund type used to report resources held by the reporting government in a purely custodial capacity (assets equal liabilities). Agency funds typically involve only the receipt, temporary investment, remittance of fiduciary resources to individuals, private organizations or other governments.

FUND BALANCE - Fund Balance is the difference between assets and liabilities in a governmental fund.

GENERAL OBLIGATION BONDS - A municipal bond backed by the credit and "taxing power" of the issuing jurisdiction rather than the revenue from a given project.

GENERAL APPROPRIATION RESOLUTION - The budget as adopted by the Township Board.

GOALS - A statement of broad direction, purpose or intent based on the needs of the community; a goal is general, timeless, and is not concerned with a specific accomplishment, but with the nature of desired effects of activities and operations.

GRANT - A contribution by the state or federal government or other organization to support a specific function. Grants may be classified as either categorical or block.

IN-LIEU PROPERTY TAXES - An amount charged enterprise operations equivalent to the Township property taxes that would be due on plant and equipment if the enterprise operations were for-profit companies.

INTERFUND TRANSFERS - The exchange of resources between funds that are not recorded as revenues to the fund receiving or expenditures to the fund providing.

LONG TERM DEBT – Borrowings with a maturity of more than one year after issuance date.

MODIFIED ACCRUAL BASIS – An accounting method that recognizes revenues when they are both “measurable and “available,” to finance expenditures of the current period. Expenditures are recognized when the related liability is incurred.

OBJECTIVES - Are time-related, goal directed, quantified statements of results expected within the fiscal year. They are measurable, realistic and obtainable, and are consistent with overall department and Township goals.

PERFORMANCE MEASURERS - Specific quantitative and qualitative indicators of work performed as an objective of a service group/division. Indicators in some instances may not have measurable results, nor be measured on a recurring basis, but success may be measured by the accomplishment of the goal and objective.

RESERVE - An account used to indicate that a portion of a fund's assets are legally restricted for a specific purpose and is, therefore, not available for general appropriation.

REVENUE or RESOURCES - Funds received as income, including taxes, charges and fees for specific services, subsidies from other governments, fines, forfeitures, grants, shared revenues and interest income.

REVENUE BOND: A municipal bond supported by the revenue from a specific project or operation, such as a toll bridge, highway, utility or local stadium.

RISK MANAGEMENT - An effort organized to protect assets against loss most economically.

STATE – Refers to the State of Michigan

STATE EQUALIZED VALUE (SEV) - The final assessed value after equalized by the State Tax Board. If the County Equalization considers the assessments to be relatively unequal, they will equalize the assessments by adding to or deducting from the valuation of the taxable property, resulting in final SEV.

TAX LEVY - Taxes imposed for the support of governmental activities.

TRANSFERS - Transfers are the authorized exchanges of cash or other resources between funds.

WORKING CAPITAL – Funds used from or contributed to unreserved and undesignated balances.



Suggested Motion: Emergency Replacement of Furnace Heat Exchangers

Meeting: November Board Meeting

Date: November 14, 2022

Suggested Motion:

_____ Moved; _____ Supported that the Township Board accept the emergency purchase action by the Township Supervisor and the Township Public Works Supervisor to replace the heat exchangers per Section 1.5 of the Township Purchasing Policy.

1.5 Emergency Provisions

- A. The Township Manager is authorized to make emergency purchases, with the approval of the Township Supervisor and/or Treasurer, of goods or services needed to ensure life, safety, and welfare of Township operations, buildings, and grounds. Such emergency purchases must be presented to the full Board of Trustees at the next available meeting.

Simple Vote:



Issue Brief: Request to Replace Heat Exchangers in both Roof Top Furnaces and in the Furnace in the DPW Garage

Meeting: Discussion November Board Meeting

Date: October 19, 2022

Issue Summary:

Request to pay Dressler Mechanical \$8100.00 to for the replacement of heat exchangers in three furnaces.

Background:

On October 17th, Dressler Mechanical was here to service the furnaces before winter starts. During their inspection they found three heat exchangers that had cracks in them. The furnaces affected include the two roof top units on the Township Hall. One of those units supplies the HVAC to the main office and the other supplies HVAC to the police department and the Township Meeting room. The third furnace is in the DPW garage. All these units are fairly new, the roof top units were installed in 2015 and the DPW garage unit was installed in 2019 so replacing the units at this time does not make economical sense as that cost would well exceed the cost of replacing the heat exchangers.

By not replacing the heat exchangers, we take the risk of circulating carbon monoxide through the building which could cause health issues for anyone in the building for any length of time.

The dollar amount being requested to replace the heat exchangers exceed the amount that I can authorize so I explained to Supervisor Bohjanen, and he agreed that these need to be fixed as soon as possible and agreed to sign the proposal from Dressler Mechanical.

Analysis:

I did not send this out for bid for two reasons. First, these need to be replaced as soon as possible by a qualified contractor and second, we already have a contract in place that the Board approved with Dressler Mechanical to service and repair our HVAC systems.

Recommendation:

I am suggesting to the Township Board that they authorize payment to Dressler Mechanical for \$8100.00 for the replacement of the heat exchangers in the three furnaces.

Author: Brad Johnson

Date: 10/19/2022



Proposal No. 22-163

October 18th, 2022

To: Brad Johnson CCFD

Re. Unit Heater Replacement

Per plans we include:

- Replace existing unit heater with direct replacement
- Dispose of old unit heater
- Start up
- Clean up

We Do NOT include:

- Permits
- Balancing
- New Electrical

BASE BID \$2,550.00

If you have any additional questions, please don't hesitate to ask.

Submitted by: Adam Eskelinen

Cell: [REDACTED]

Email: [REDACTED]

[REDACTED SIGNATURE]

*Supervisor
10/18/22*

Signature on this line constitutes acceptance of proposal



Proposal No. 22-164

October 18th, 2022

To: Brad Johnson CCFD

Re. RTU Heat exchanger replacement

Per plans we include:

- Remove old heat exchangers on RTUs
- Provide and install new heat exchangers for two RTUs
- Start-up
- Clean-up

We Do NOT include:

- Permits
- Balancing
- New Electrical

BASE BID \$5,550.00

If you have any additional questions, please don't hesitate to ask.

Submitted by: Adam Eskelinen

Cell: [REDACTED]

Email: [REDACTED]

Signature on this line constitutes acceptance of proposal

[REDACTED SIGNATURE]

Supervisor
10/18/22



Issue Brief: Motion for Delinquent Sewer Accounts

Meeting: November Board Meeting

Date: November 14, 2022

Proposed Motion:

_____ moved, _____ supported to accept the list of delinquent sewer charges and penalties as allowed in Ordinance 39, Section 9, E.2.c. to be added to the Chocolay Township December tax roll.

Ayes:

Nays:

Absent:

ALTERNATIVES:

As determined by the Board.

Author: Suzanne Sundell

Date: 11/05/2022

Reviewed by: William De Groot



Issue Brief: Delinquent Sewer Accounts

Meeting: Discussion November Board Meeting

Date: Nov. 14, 2022

Issue Summary:

Action required by Township Board to add delinquent sewer charges and penalties to December tax bills.

Background:

The Wastewater Collection System Ordinance #39, *Division 6, 2.6.6. (B) (3) Collection by Enforcement of Lien*, establishes that delinquent sewer charges and penalties in excess of 6 months as of September 1st each year shall be added to the next tax roll as a charge against the premises.

Analysis:

Staff has pulled a Delinquent Tax report from the Utility Billing program, which details the amounts owed by 31 residents that are over the 180-day period

Recommendation:

Staff recommends that the Township Board accept the attached list of delinquent sewer charges and penalties as allowed in Ordinance 39, *Division 6, 2.6.6. (B) (3)*, and as a result they be added to the December tax bills.

Author: Suzanne Sundell

Date: 11/03/2022

Reviewed by: William De Groot

Attachments:

List of Delinquent Sewer Accounts

Excerpt from Ordinance 39

table of equivalent factors as determined applicable by the Township Public Works Administrator.

- C. Revision or Modification of Equivalent Factors. The equivalent units of users having an equivalent unit factor of more than 1.0 shall be reviewed by the Township at least once a year. Unless the equivalent unit factor of such a user is changed by resolution of the Township Board (or adjusted by the Township Public Works Administrator as provided by Section 2.6.5(D)) prior to the commencement of the System's fiscal year, the equivalent unit factor for such user shall remain the same as it was for the preceding fiscal year.
- D. Inspection and Adjustment by Township Public Works Administrator. In addition to revision or modification of equivalent unit factors by resolution of the Township Board, the Township Public Works Administrator is authorized to inspect user premises, and, if determined appropriate by the Administrator, adjust the equivalent units that may have been previously determined applicable to the premises. If the Administrator determines that an adjustment is appropriate, the user shall be billed in accordance with the changed equivalent unit factor as otherwise provided by this Division.

2.6.6. Billing and Payment of Charges

- A. Service charge and surcharges. Service charges and surcharges shall be billed monthly, and the bill shall represent a charge for the period immediately preceding the date of rendering the bill. The bill shall be payable by the 25th day of said month, and any bill not paid by the 25th day of said month shall be deemed delinquent and a penalty of 10% of the amount of such billing shall be added thereto and shall be due and owing as a part of the billing.
- B. Non-payment of service charge or surcharge.
 - (1) Discontinuance of service. If a user charge or surcharge remains delinquent for a period in excess of 3 months, the Township shall have the right to shut off sewer service to such user. Such service shall not be re-established until all delinquent charges, surcharges, penalties, and a turn-off charge to be established by resolution of the Township Board has been paid.
 - (2) Collection by suit. In addition to discontinuing service, the Township shall have the option of collecting all delinquent amounts and penalties by legal proceedings in a court of law.

- (3) Collection by enforcement of lien. Service charges, including the penalties due thereon, which remain delinquent for a period in excess of 6 months shall constitute a lien on the premises served thereby, unless the Township is furnished with written notice that a tenant is responsible for such charges. The lien shall be perfected by the Township official or officials in charge of the collection thereon by certifying annually, not later than September 1 of each year, to the tax assessing officer the fact of such delinquency. Thereupon, the charge shall be entered by the tax assessing officer upon the next tax roll as a charge against such premises and shall be collected and the lien thereof enforced in the same manner as general taxes against such premises are collected and the lien thereof enforced. If the Township is provided with notice in writing, including a copy of the lease of the affected premises, that a tenant is responsible for the sewer charge, the Township may require as a condition to rendering sewer services to such premises a cash deposit equal to service charges for 3 months as security for the payment of service charges. When the security deposit is used for payment of delinquent charges, no further service will be provided until the deposit has been repaid. The tenant and the property owners shall be notified in writing, 10 days in advance of application of the deposit against the delinquent charges.
- (4) A user's failure to fully and timely pay service charge or surcharge amounts as provided by this Division shall constitute a violation of this Ordinance, subject to applicable fines, penalties and other enforcement actions provided by this Ordinance.

DIVISION 7. OTHER FINANCIAL CONSIDERATIONS

2.7.1. Fiscal or Operating Year

The Township Wastewater Collection System shall be operated on the same fiscal year basis as the Township.

2.7.2. Records and Accounts

The revenues of the System shall be set aside as collected and deposited in a separate depository account in a bank duly authorized to do business in the State of Michigan in an account to be designated "Sewer Receiving Fund", and the revenues so deposited shall be transferred from the Sewer Receiving Fund periodically in the manner and at the times hereinafter specified.

Delinquent Tax List

Thursday, November 10, 2022

XII.C.4

Account #	Service Address	Customer Name	Delq Tax Amount
EFBK-000105-0000-01	105 E FAIRBANKS ST	RICHARD & BROOKE LAURICH	\$712.80
EFBK-000156-0000-01	156 E FAIRBANKS ST	RACINE, SUSAN	\$712.80
WFAR-000127-0000-01	127 W FAIRBANKS ST	KEVIN FRANKENBERG	\$712.80
WFAR-000128-0000-01	128 W FAIRBANKS ST	JON KANGAS	\$712.80
WFAR-000129-0000-01	129 W FAIRBANKS ST	BRIAN MACDEVITT-DUNN	\$118.80
WFAR-000210-0000-01	210 W FAIRBANKS ST	MICHAEL ANDERSON	\$712.80
WFAR-000219-0000-01	219 W FAIRBANKS ST	JENNIFER SIMULA	\$712.80
JUDY-000213-0000-01	213 JUDY ST	JESSICA KINONEN	\$560.78
JUDY-000225-0000-01	225 JUDY ST	OLIVER BURNS	\$712.80
KELL-000115-0000-01	115 KELLOG ST	PHILIP ELIAS	\$712.80
KELL-000146-0000-01	146 KELLOG ST	ED PALOMAKI	\$178.20
LAKE-000100-0000-01	100 LAKEWOOD LN	STEVEN GUELF	\$118.80
RESR-000338-0000-01	338 RESERVOIR ST	MARC GILMORE	\$93.00
RIVS-000204-0000-01	204 RIVERSIDE RD	JOHN PREMEAU	\$712.80
SCRD-000328-0000-01	328 SILVER CREEK RD	JOSEPH MENZE	\$208.80
WTER-000209-0000-00	209 W TERRACE ST	JANICE LISTER	\$712.80
WTER-000334-0000-01	334 W TERRACE ST	GARDNER BESS	\$712.80
WTER-000371-0000-01	371 W TERRACE ST	JUDITH CHARLES	\$712.80
WTER-000387-0000-01	387 W TERRACE ST	JEFF BUSHEY	\$712.80
U41S-002366-0000-01	2366 US 41 S	DAVID LAURICH	\$59.40
U41S-004027-0000-01	4027 US 41 S	SHAW'S SERVICE	\$1211.76
U41S-004050-0000-01	4050 US 41 S	PORTAGE ST., LLC	\$178.20
U41S-005085-0000-01	5085 US 41 S	THE BEEHIVE BEAUTY LOUNGE	\$579.17
WILL-000735-0000-01	735 WILLOW RD	DAVE & BONNIE SCHWIDERSON	\$712.80
EWRP-000116-0000-01	116 E WRIGHT PL	SHELLY SOELTNER	\$712.80
EWRP-000161-0000-01	161 E WRIGHT PL	MORGAN, LINDA	\$712.80

TOTAL

\$14711.71



Suggested Motion: Michigan DNR Spark Grant Application

Meeting: November Board Meeting

Date: November 14, 2022

Suggested Motion:

I _____ Move,

Whereas, In accordance with the provisions of the Township Recreation Plan to create and maintain recreational options for our community, and

Whereas, the Michigan Department of Natural Resources has released grant funding through the DNR SPARK Grant process for 100% reimbursement of costs associated with redesign and redevelopment of low maintenance and accessible park areas, and

Whereas, the Township Board agrees and supports the project improvement plan; and

Whereas, the Township Board will budget capital funds in accordance with the phases of the improvement plan; and

Whereas, if the Township does not receive the reimbursement grant funding, the Board could dedicate future funding to higher priorities; and

Now Therefore be it Resolved, That the Township Board approve and support the improvement plan; and

Let it further be Resolved, that staff are directed to apply for the MDNR SPARK Grant and budget for the first phase of redevelopment of the Chocolay River Park Area.

_____ Support,

Role Call Vote:



Issue Brief: Request to Authorize Marina Improvement Funds

Meeting: Discussion November Board Meeting

Date: November 4, 2022

Issue Summary:

Request \$673,475 be allocated over four years to redesign and redevelop Marina property.

Background:

The scope of this project includes redesign, restoration, redevelopment and rebranding of the Chocolay Township Marina into a vastly improved and aptly named Chocolay River Park. Located in the heart of the Harvey Village, the Chocolay Township Marina has provided residents and visitors with public recreation opportunities since its purchase in 1999. The site is a community park and natural resource area, offering canoe, kayak, stand-up paddleboard, and the Township's only public motorized boat access site to the Chocolay River and Lake Superior. Once gems of the township, the 237' boardwalk and fishing platform installed in 2009 are now closed and unusable because broken structural beams and missing supports have rendered them unsafe. A 2019 engineering report recommended rehabilitation or replacement of the structures, with costs being comparable.

The Michigan Department of Natural Resources is administering Michigan Spark Grants, a \$65 million program intended to help local communities create, renovate or redevelop public outdoor opportunities. The grant supports projects that provide safe, accessible public recreation facilities and spaces. Funding goals include improving peoples' health, introducing new recreation experiences, and building on existing park infrastructure. This grant opportunity is possible because of the Building Michigan Together Plan, signed in March 2022, which included a historic infusion of federal funding in our state and local parks. Though expected to be very competitive, the grant requirements align well with the intent of the project.

Included in the cost of this project are engineering and design plans, with construction activities beginning subsequently. Planned improvements include:

- Removal of existing boardwalk by staff and volunteers
- Create gravel parking area between Main Street and current fence
- Rehabilitate existing tent pads with sustainable materials
- Install wayfinding signage in conjunction with local trail organizations
- Install ADA compliant (accessible) kayak launching platform
- Install floating boardwalk/boat dock in place of existing dock across water to point
- Create accessible fishing platform on point
- Upgrade (repair or replace) existing concrete boat launch
- Install age-appropriate, inclusive playground equipment
- Construct community pavilion (similar to Lion's Field pavilion)
- Install new accessible vault toilet (similar to Lion's Field toilet), remove existing
- Paving of existing driveway and lots, including creation of accessible spaces
- Upgrade/replace entrance sign

Analysis:

If awarded a DNR Spark Grant, the Township will be reimbursed for eligible funds spent over the course of four fiscal years as this project is bid and constructed, with no match requirement. A total of \$673,475 will be budgeted over Fiscal Years 2023-2026, with 2025 realizing the highest capital outlay of \$291,610. This project aligns well with the grant because it addresses critical trail projects as well as provides new and unique recreation activities to a broad population. Should this grant not be awarded, construction activities and timing will be re-evaluated.

Recommendation:

Recommend \$673,475 be allocated over four years to redesign and redevelop Marina property.

MARQUETTE COUNTY SOLID WASTE MANAGEMENT AUTHORITY

Board Meeting Minutes

Regular Meeting

October 19, 2022

DATE: Wednesday, October 19, 2022

PLACE: Landfill Administration Complex
600 County Road NP
Marquette, MI 49855

MEMBERS PRESENT: In Person: Randall Yelle, Glenn Adams, Carr Baldwin, Dave Campana, Amy Manning, Joe Minelli and Helen Amiri (Alternate Board Member)

MEMBERS ABSENT: Dennis Honch (excused)

EX OFFICIO: Brad Austin (in person)

OTHERS: In Person: William T. Nordeen, Attorney; Beth Bonanni, Recording Secretary; Chris Magnuson, MCSWMA; Mike Stannard, MCSWMA; Gary Wommer, Negaunee Township; Jo Foley, MI League of Women Voters; Unknown Woman and John Anderson, MCSWMA. By Zoom: Brett Schwenke, NTH Consultants; Lyn Durant, Marquette Township and Scott Cambensy, City of Marquette.

1. Call to Order: R. Yelle called the meeting to order at 4:00 p.m.

R. Yelle welcomed the new Alternate Board Member for the Authority, Helen Amiri, to the Board.

R. Yelle indicated that Dennis Honch is ill and is excused from the meeting.

2. Approval of Agenda: R. Yelle stated that 6 e. Forklift Purchase has been removed from the agenda. D. Campana made a motion to approve the agenda with 6 e. being removed. G. Adams supported. Motion passed unanimously.
3. Public Comment: None.
4. Approval of Minutes
 - a. 9/14/22 – Regular Meeting

D. Campana made a motion to approve the 9/14/22 Regular Meeting Minutes as presented. C. Baldwin supported. Motion passed unanimously.

5. Consent Agenda

- a. Statistics – September 2022
- b. Accounts Payable
- c. 2023 Holiday Schedule
- d. 2023 Board Meeting Schedule
- e. EGLE Correspondence – Landfill License
- f. EGLE Correspondence – Inspection
- g. EGLE Correspondence – Compost Inspection

J. Minelli made a motion to approve the Consent Agenda. D. Campana supported. Motion passed unanimously.

6. Business

- a. Banking – A. Manning made a motion to approve the banking. J. Minelli supported. Motion passed unanimously.
- b. Financials – A. Manning made a motion to approve the financials. J. Minelli supported. Motion passed unanimously.
- c. Recycling Financials – A. Manning made a motion to approve the Recycling Financials. J. Minelli supported. Motion passed unanimously. J. Minelli asked why the months of August and September show a significant loss. B. Austin explained that markets are down and there were 3 payrolls in September, so payroll was a lot higher than in previous months. OCC and fiber dropped approximately 40% and fuel prices continue to rise on the transportation side. J. Minelli asked the Director if he had any suggestions if these events keep happening. B. Austin said up to this point, the Authority has been spot checking materials because the influx and values were so high for the last 12-14 months there was really was no need to do anything. One option that is being considered is entering into a 12-month contract with the broker. C. Magnuson stated that since the markets dropped about \$80.00 over the last two months for recycling it is all about efficiency. In regard to the transportation of inbound materials, there is a possibility of looking at raising the out of county tipping fees. Raising out of county tipping fees will probably not offset the loss of values and that is where efficiency will have to come in by maximizing what the Authority has and also ensuring there are materials coming in to operate. B. Austin stated out of county tipping fees will be going up in increments and private haulers were informed this week that fees would be going up \$10.00/ton on November 1, 2022. In the Delta County agreement there is a \$60.00/ton ceiling but even with this amount, coupled with the market conditions, the Landfill would not be close to covering costs.

B. Austin stated the Authority has to be careful because if MCSWMA starts raising these fees too high, the materials will go somewhere else. It is a double edge sword. MCSWMA is trying to secure materials from neighboring counties so that Menominee County materials becomes the icing on the cake. J. Minelli said he does not want to see our taxpayers having to pay for out of county materials and the Landfill should be able to self-sustain itself.

C. Baldwin asked if the metals listed in the Recycling Financials included aluminum? B. Austin said no it does not. MCSWMA has not sent out a load of aluminum yet. C. Baldwin wanted to know if B. Austin had a sense of how much revenue the Landfill will receive for the aluminum? B. Austin said he expects the Landfill will ship out 3-4 loads per year and estimates revenue will be \$120-125,000.00 per year for aluminum.

- d. Reimbursements – A. Manning made a motion to approve the reimbursements. J. Minelli supported. Motion approved unanimously.
- e. Removed.
- f. Fee Schedule – A. Manning made a motion to approve the fee schedule. G. Adams supported. Motion approved unanimously. A. Manning asked if the price for refrigerant removal changed because it was highlighted? B. Austin said yes, it was \$15.00 per appliance and now is \$40.00 per appliance.
- g. SRF Loan – J. Minelli made a motion to approve the application for a SRF Loan. A. Manning supported. B. Austin provided a presentation to the Board, which included a timeline of events regarding PFAS and leachate discharge. The EGLE Final Intended Use plan details are as follows: SRF loan in the amount of \$3,447,000, 10% grant funds or \$380,000, 20-year loan rate at 1.87% and/or 30-year loan rate of 2.1%. The Authority was 14 out of 47 applicants that were accepted in the fund. Courses of action(s) and discussion points were discussed. To move forward, the Landfill needs to establish a project financing schedule, issue a RFP for design, meet Michigan Finance Authority requirements and utilize EGLE FY 2023, Q4 financing schedule. If MCSWMA decides to carry over to FY 2024; the project would be rescored/relisted, the scoring criteria in FY 2024 would likely change, focus would be on other projects and disadvantaged communities, loan interest rates would likely increase, the current project plan would have to be reevaluated, a revise draft project plan (if required) and evaluate costs would likely need to be done and repeat public hearing process, if project plan is revised. It is not advantageous to carry over to 2024 from what B. Austin was told by EGLE. The 2023 State of Michigan Financing Plan was reviewed and discussed. The main concern is the MFA Closing date. The closing of the loan would have to be completed in the 4th Quarter by August 28, 2023. The Authority has been managing its debt. The loan for the Administration Building and new scales is scheduled to be paid off in August 2023. C. Magnuson has been making extra

payments on this loan. This will also alleviate concerns the Board had about not occurring another loan until the other loan is paid off. The interest rates for a 20-year and 30-year loan is secure for the Authority. B. Austin discussed the advantages and disadvantages to MCSWMA based on current information. EGLE requested that a response be provided to them by the end of the month.

J. Minelli asked C. Magnuson how much debt the Authority can carry and what was the difference with the debt that we may occur versus the debt that will be paid off? C. Magnuson said when he and Brad did the original analysis, they concluded that the 30-year SRF loan would be more cash flow friendly. The payment schedule would be roughly the same if the SRF loan was added in comparison to the loan the Authority had for the Administration building that will be paid off.

Regarding the EGLE and Michigan Finance Authority FY 2023 Financing Schedule, C. Baldwin asked what EA stands for? B. Austin said EA is Environmental Assessment. C. Baldwin said there were a couple more acronyms in the sheet and requested that for his sake and the publics that B. Austin list what all the acronyms mean.

C. Baldwin asked if the Landfill had much of a choice here? B. Austin said no because the Landfill has to be in compliance, and the Landfill also runs the risk of losing funding. R. Yelle said the Landfill has to be in compliance by 2027 no matter which route is taken. R. Yelle also stated that the estimated operating costs of \$882,000.00 a year was a high estimate based on the way it would be treated right now but if new procedures are developed with how PFAS could be treated, the operating costs could be less than the estimated yearly cost (\$882,000.00). C. Baldwin commented that we have to estimate high and hope for the best. Roll call conducted: D. Campana, "yes"; G. Adams, "yes"; C. Baldwin, "yes"; A. Manning, "yes"; J. Minelli, "yes"; H. Amiri, "yes" and R. Yelle "yes". Motion passed unanimously.

7. Reports

- a. Director Report –B. Austin reported that MCSWMA was awarded \$50,000 from The Recycling Partnership for aluminum recovery.

Documents have been submitted to EGLE to obtain reimbursement for the battery recycling grant and the Authority should be receiving \$156,000 from Delta County through the state.

The Landfill license was issued and expires in September 2027. It is a 5-year license.

The KI Sawyer biosolids materials are starting to come in and staff is doing a fantastic job processing the materials. The Landfill has received 246 tons of biosolids materials and is about 8 % of what is expected to receive. Weather will be a factor and some of the processing may slow down or come to a stop at some point.

On October 3, 2022, MIOSHA did a site visit at the facility for an alleged safety and health hazard that was reported to them. The complaint cites hazardous particle matter leading to lacerations in the respiratory track. This was news to the Authority because B. Austin never received any information from any employees that there was an injury. MIOSHA is looking into it and B. Austin reported he has not heard anything since the site visit. There has been a fair amount of employee turnover at MCSWMA in the last couple of months. In the past year, the Landfill has been trying to address the dust issue in the MRF by doing different things to try to improve air quality. Equipment that deals with the dust is being researched.

The aluminum recovery equipment is installed, up and running. It is doing well.

A vendor will be in next week to conduct an efficiency/infrastructure assessment at the Regional Recycling Facility. A \$500,000 grant was awarded to the Landfill from the state and B. Austin is hoping that someone will match part of those funds so the Landfill will have additional money. This money will be used to minimize labor and also increase efficiency inside the building.

Delta County recycling is being received at the facility and MCSWMA has received about 6 loads.

Commodity values are low, and contracts are being worked on.

The fiscal audit is underway.

Residential HHW appointments can be made at MCSWMA.

The next MCTA meeting will be held on October 26, 2022, at the Negaunee Township Hall.

Michigan Tech has been funded for the glass road project for 2023. The Authority will provide the materials and Dickinson County will be doing the

construction. According to the data, it takes 1.7 million bottles to build the road.

If the Landfill does not receive grant funding for scrap tires, this will be a problem. As popular as this event is, MCSWMA needs funding. Grant applications are due October 28th. There are a lot of communities that are waiting for the Landfill to put a scrap tire event on.

C. Baldwin commented that we have been pulling tires out of the woods for years and at some point, in time, we should get them all and should not be getting more tires every year. B. Austin said Superior Watershed is out every Summer doing this project and they go in deep by going into the swamps. This is reciprocal and there is always the individual that does not want to do the right thing and will go out to the woods and drop their tires off there.

A. Manning made a motion to approve the Director's Report. C. Baldwin supported. Motion approved unanimously.

- b. Attorney Report – B. Nordeen said there is not a lot of legal problems this year for MCSWMA so the Chair and Mr. Nordeen decided that Mr. Nordeen will only attend the meetings once a quarter unless there is an issue that arises. A written report will be done every month for the Board.

Last month, attorney Nordeen reviewed the written contract with The Recycling Partnership that B. Austin spoke about earlier. Mr. Nordeen also reviewed the 2015 Amendment to the IGA concerning change to requirements for Directors and sent all authority documents to the Chair and Director.

Mr. Nordeen stated he prepared a proposed Easement from Cleveland Cliffs Iron Company to the Authority and also prepared correspondence to Gabe Johnson at Cliffs explaining the proposed Easement.

B. Nordeen provided documents to the County that allows for the Landfill Authority to have an Alternate Board Member appointed.

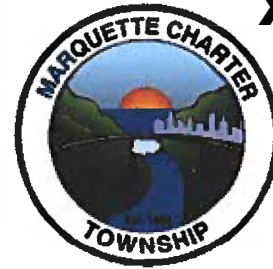
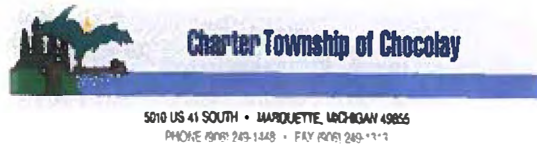
J. Minelli said he knows the Chair goes to a lot of meetings and is not compensated for attending all the meetings. Mr. Minelli asked if it was feasible for the Board to vote to pay the Chair some type of compensation for all the meetings he goes to, which takes up the Chair's own time. B. Nordeen said the Board cannot set the rate the Chair can get paid because it is tied with the IGA. The question Mr. Nordeen understands is the \$40.00 for just the Board meetings or is it \$40.00 for all other meetings attended concerning MCSWMA. Mr.

Nordeen will look into this and advise the Board accordingly. C. Baldwin questioned if those type of meetings should be processed through and approved by the Board or can it be at the Chair's discretion. R. Yelle responded that many years ago, the Board decided that if a subcommittee was appointed for a project, then approval for payment of the project to the subcommittee did not need to come before the Board again. C. Baldwin said he was talking about meetings. B. Nordeen said it is up to the Board to make it necessary. If the Board does not vote to make that decision part of the Board, then it goes to the Chair. The Chair is the executive officer of this corporate body by default. The Board can override that.

8. Public Comment – Gary Wommer commented that the Landfill's IT equipment is working now.
9. Trustee Comments – C. Baldwin said R. Yelle is doing a great job and he is very satisfied with the job he is doing. He did not want his comments above to be misconstrued and thinks R. Yelle should be paid a lot more than he is.
10. Adjournment. R. Yelle adjourned the meeting at 4:50 p.m.

Randall L. Yelle, Chairperson

Dennis Honch, Secretary



DRAFT

**MARQUETTE AREA WASTEWATER TREATMENT FACILITY
ADVISORY BOARD MEETING MINUTES
September 15, 2022**

A regular meeting of the Marquette Area Wastewater Treatment Facility Advisory Board was held at 9:57 a.m., September 15, 2022, at the Marquette Area Wastewater Treatment Facility.

ROLL CALL

PRESENT Brad Johnson, Chocolay Township (Chair)
Leonard Bodenus, Marquette Township
Margaret Brumm, City of Marquette
Harold Hayse, City of Marquette
Mary Schlicht, City of Marquette

ABSENT None

OTHERS Mark O'Neill, City of Marquette
Dan Johnston, City of Marquette
Melissa Erkkila, City of Marquette
Dr. Lesley Putman, Northern Michigan University

AGENDA It was moved by M. Brumm, supported by H. Hayes to amend the Agenda to move Public Comment to item number 1. Approved 5-0.

PUBLIC COMMENT

- Dr. Lesley Putman introduced herself as a professor at Northern Michigan University in the Chemistry Department. She is currently working on a PFAS research project. After meeting Margaret Brumm and learning of an abundance of PFAS waste at KI Sawyer, they gathered two five-gallon buckets of biosolids from the Sawyer Wastewater Treatment Plant. She has been working on growing hemp and studying the impact of phytoremediation with PFAS. Phytoremediation uses plants to clean up contaminated environments. In sewage sludge there is known mixture of PFAS, mainly PFOS. She initially conducted her studies with perfluorobutanoic acid (PFBA) and grew hemp hydroponically in solutions of PFBA. It was able to pull the PFBA into the hemp roots, stems, flowers, leaves effectively. She also did a greenhouse study where she grew hemp in pots and watered them with water containing PFBA. The same results occurred with the hemp pulling the PFBA from the soil into the plant and mainly the leaves. She began PFOS research by making her own PFOS and using it with hydroponic hemp plants. These plants will be analyzed next week to see if they take that up. Once she is sure of that, she will take the Sawyer sludge, mix it with soil and plant hemp plants to see if it can pull the PFOS from the sludge. During her study of PFBA, she was only able to recover 30% of what she had put in there. This means that perhaps some had been degraded, broken down, by



either the plant itself or microorganisms associated with it. It has been shown recently that fungus can degrade PFAS. The idea is to grow industrial or fiber hemp, which does grow in this area, on grounds that contain PFAS to pull it out of the soil then harvest the hemp and dispose. If fiber hemp is grown, it can be locked in the fiber and be used accordingly, industrial hemp can be used for other purposes such as concrete or both can be incinerated. Harvesting occurs at three to five weeks depending upon if it is grown in the greenhouse or hydroponic. M. O'Neill stated industrial PFAS that has been land applied is showing that the PFAS is staying in the root layer of the grass. There is hope that growing a crop such as this has potential of cleaning these areas up.

MINUTES It was moved by L. Bodenus, supported by M. Brumm to approve the July 21, 2022, meeting minutes as written. Approved 5-0.

FINANCIAL REPORT

Mary Schlicht, City of Marquette, presented the Financial Report. Please see Treasurer's Notes for a detailed explanation.

- Balance Sheet: Numbers are as expected.
- Revenue Sheet: Revenue are as expected. Statement does not reflect July's revenue.
- Expenditures: Expenditures are as expected except the increase in power and natural gas.

BUDGET PRESENTATION

Mary Schlicht, City of Marquette, presented the FY23 Budget.

- Expenditures for the next fiscal year have been adjusted accordingly. Total expenditures are at \$4.6 million and includes the \$300,000 placed in the reserve budget for equipment maintenance replacements. Flow related expenditures are calculated which creates the per unit rate based on the estimated flows. FY22 per unit rate was 1.84, FY23 is increased to 2.2. It was moved by M. Brumm, supported by L. Bodenus to approve the Fiscal Year 2023 Budget. Approved 5-0.

CHEMICAL BIDS

Mark O'Neill, City of Marquette, presented the Chemical Bids.

- Chemical bids came in very high. The historical trend shows a steady increase in recent years. Staff is working diligently to keep chemical usage at a minimum.

OPERATIONS REPORT

Dan Johnston, City of Marquette, presented the Operations Report.



PERMIT COMPLIANCE FOR THE MONTH:

- **PERMIT COMPLIANCE:** No violations occurred during the months of July or August.

PLANT NOTES:

- Staff continues weekly COVID-19 tracing sampling for NMU from the WWTP's influent, our four major lift stations, and from the sewer leaving the Marquette Branch Prison. M. Brumm asked if other diseases can be tested in wastewater, such as Polio. M. O'Neill confirmed that is possible along with many other items if deemed necessary by the State of Michigan.
- Staff diagnosed, ordered and replaced the actuator linkage assembly for the three-way valve that controls the heat to the Digester Heat Exchangers. Maintaining the proper temperature range of the sludge in the Digesters is critical, and the failure of this component made that nearly impossible.
- Annual calibration of our influent flow meter and the plant's combustible gas alarms was completed by B & M Technical Services.
- An order of bulk sodium hypochlorite was delivered.
- Staff from Eaton was on site to finally perform programming changes to the Anti-Islanding Relay that protects the power grid from our CoGen units.
- Kraft Power staff were on site to repair oil pressure sending unit and voltage control issues with both CoGen units. They also replaced the turbocharger on Unit #1. WWTP staff reviewed and recorded all 545 setpoints/parameters for future reference.
- Staff participated in a MIOSHA seminar at the NMPA training room at Lakeview Arena. MIOSHA performed an invited walk through of the plant to detect any possible violations. This allows our staff to correct these issues proactively.
- VanDamme Trucking completed the haul out of 852 cubic yards of pressed biosolids to the Kemper farms in Trenary. Hauling of liquid biosolids to the tailings basins for the Cliffs Mines is expected to complete by the end of this week.
- A bulk load of sodium bisulfite was delivered. It is used to remove any chlorine residual that may remain in the plant's effluent after the chlorination process.
- Staff from MM Industrial Sales were on site to assist in diagnosing issues with two of our high-pressure air compressors.
- Staff diagnosed a bad water solenoid valve on our Belt Filter Press. Parts are on order.
- Staff repaired another broken shear pin in the drive unit for our #2 Secondary Clarifier. Draining and inspection of both clarifiers and all three of the Aeration Basins is being planned for completion ASAP.

INDUSTRIAL WASTEWATER ACCEPTANCE ACTIVITY FOR JULY 2022

Source	Volume (gallons)	Total
Fabick/CAT	1,800	\$250.00
Wisconsin Electric	54,000	\$1,620.00
Tunnel Vision	6 yd ³	\$810.00
Grand Totals	55,800	\$2,680.00



INDUSTRIAL WASTEWATER ACCEPTANCE ACTIVITY FOR AUGUST 2022

Source	Volume (gallons)	Total
Fabick/CAT	1,800	\$250.00
UPS	8,000	\$1,040.00
Wisconsin Electric	63,500	\$1,905.00
Grand Totals	73,300	\$3,195.00

MAINTENANCE MANAGEMENT

Preventive Maintenance Work Orders: staff continues to perform routine maintenance tasks. Whenever time permits, I continue to create the work orders that have not been created since we began using Lucy.

OLD BUSINESS

- o Solids Handling Update: M. O'Neill stated the draft list came out and was emailed to the Board. We are #27 on the list. He attended the public hearing virtually. There are some communities contesting it which created a cause for concern that we would be bumped. However, the State scored us incorrectly at 220 points, but we did not receive points for a septage receiving facility which scores us another 100 points. That will move us to #14 on the list. We have been approved for a low interest loan up to \$11,715,000 which includes 50% forgiveness up to \$5,857,500. The requested amount was the highest bid received a year and a half ago plus 15%. EGLE confirmed we received this loan because we are a disadvantaged community. This is based on the median household income, our debt, number of customers connected to the sewer system, etc. One of the requirements for this money is a "Build America, Buy America" condition. Any piece of equipment installed during this project must be at least 55% built in America.

NEW BUSINESS

- o No new business.

BOARD COMMENT

- o M. Brumm thanked the board for listening to Dr. Putman. She also offered an educational art exhibit that shows the Marquette area and poor dumping that has occurred in the area to anyone that may wish to use it.

ADJOURNMENT

The meeting was adjourned at 11:04 a.m.



Mark O'Neill
 Director of Municipal Utilities

Prepared by:
 Melissa Erkkila

CHOCOLAY TOWNSHIP NEWSLETTER**October 2022****DEPARTMENT REPORTS****Manager****By Bill DeGroot**

As the fall continues to bring colder weather, there are a few updates to summer construction projects that should be shared. There has been placement of a center line on Lakewood Lane in the tight turn areas to help reduce speeding and the cutting of the corners. This was requested by our residents and was completed toward the end of the month. The sewer upgrade project that lasted most of the construction season last year has a few remaining items. The Board of Light and Power will be upgrading the service needs around each station, and contractors are finishing the project. Most of this work is in replacement of temporary equipment used because of the supply problems from COVID.

The Water Study analysis continues with an update from our consultants scheduled during the November 14th Boad meeting. The concentration area of the analysis has narrowed to a study area around Lake Kawbawgam. The update from our consultants will include research from potential State and Federal funding programs. If you are interested in learning more about the project, you can contact our office or attend the meeting on the 14th.

As the winter approaches, the days get shorter, and darkness sets in quicker. Please be aware of people walking and migrating wildlife during the transition to winter.

Assessing**By John Gehres**

An unexpected illness has slowed inspections, but we should easily achieve our goals. Transfers are still coming in at a higher than usual level. We will begin working on the annual land value and ECF study soon. I expect this years assessed and taxable value increases to be the highest we've seen with the taxable value specifically being maxed out at the 5% cap.

Clerk**By Lisa Perry**

We have been very busy issuing Absentee Ballots for the November 2022 General Election. As of October 31, 2022 we had the following Absentee Ballots issued:

Precinct 1 – 816 issued with 562 returned, which is 68.87%

Precinct 2 – 899 issued with 705 returned, which is 78.42%.

We are expecting a busy Election Day! Reminder to Chocolay Township voters, both precincts are located at the Silver Creek Church and to come out to exercise their right to vote!

Fire Department**By Lee Gould**

The 2142 Fire Truck Replacement committee went to Pierce to conduct the final inspection of our truck. This process requires a complete review of

the specification to verify the truck was built to spec and look over the truck for minor blemishes that occur during the build process. There were two items that did not meet our specs. We knew this going into the final inspection and talked through a resolution with our sales team and Pierce at the meeting as it was easier to have the conversation in person. We have a solution for both issues that will be addressed soon. We also found a few minor blemishes that occurred during the building process. Pierce addressed these small issues overnight as we reviewed them the following day. We should have our fire truck delivered in November.

We continue to transition to the fall and winter season. This includes transitioning from open water rescue to ice rescue. We also get the snowmobile ready for rescue once the season changes. This includes our annual seasonal training of this equipment and rescue.

Our call volume continues to be strong. The significant storm that hit in mid-October had us run 12 calls in 24 hours. We currently are at our highest call volume ever and still have 10 weeks until the new year.

Public Works

By Brad Johnson

Staff are busy getting ready for winter. We have blown out the irrigation lines in the recreation areas, prepping snowplows, keeping rain gutters clear of pine needles and leaves, winterizing lawn equipment, etc.

We have been having issues with our parking area at lift station 3 washing out in heavy rain events. It was leaving a trench through the middle of the parking area and carrying the gravel into the neighbor's yard. We ended up digging out about 2 inches of the gravel and replacing it with recycled asphalt then the down pressure of the tractor bucket to compact it. We are hoping that this resolves the

issues, if not we will have to think about paving this small area in the future.

Fall brush drop was steady this year and we now have chips available for residents.

We have been having issues with the standby generator for the Fire Station. Lately every time it starts for the weekly test run, it throws alarms. We are slowly working through this issue.

Station 9 is now installed and up and running. This station is collecting all the wastewater from the homes on the reservation.

The heavy winds that occurred on the 17th and 18th knocked a lot of trees down throughout the Township including one between the Township Hall and DPW garage. The tree fell onto willow farm property breaking the fence. We will get the tree cleaned up and the fence repaired as soon as possible.

Planning / Zoning

By Dale Throenle

Planning Commission

The Planning Commissioners participated in a meeting on October 17 in the Township Hall. There were two items on the agenda for the regularly scheduled meeting:

Unfinished Business

- 1) Zoning Districts and Related Non-Conformances Discussion

The Commissioners reviewed materials related to the non-conforming parcel sizes in the Township. The Commissioners also reviewed a proposed table of minimum parcel sizes, acreages, and new zoning districts. The Commissioners requested additional mapping information for the next meeting.

- 2) Township Zoning Ordinance Current Definition Review

The Commissioners continued to review the current Township zoning ordinance definitions as part of the zoning ordinance rewrite process.



The Commissioners have completed their review of definitions beginning with A through L.

Zoning Board of Appeals

The Zoning Board of Appeals did not meet in October and will not meet in November.

Police

By Liz Norris-Harr

We picked up our new Ford and put it into service. This will be a tremendous help keeping the miles dispersed instead of more miles on the Tahoe.

On Saturday the 29th we were open for DEA Drug Take Back Day. It was not as successful as previous Take Back days, only bringing in 1lb. However, we brought in a total of 42.5lbs to be destroyed since May of this year that is a great number of drugs brought in.

Prescription Drug Collection

Prescription drug collection through the drop-off box at the Township Police Station.

Month 2019	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec
Pounds To-Date	1	11	7.5	10	7.5	3	9	7	7	5		
Pounds Year To-Date	1	12	19.5	29.5	37	40	49	56	63	68		



FOIA

Date Rec	Res by Date	48 Days Invoice	10 day Ext Sent	10 day Ext	Response Date	Link to Documentation	Description
1/6/2022	1/13/2022			1/28/2022	1/21/2022	22-1 Abbie 1-6-22	Police Reports and video
1/19/2022	1/26/2022			2/2/2022	1/24/2022	22-2 McDonald & Wolf 1-19-22	Police Reports and video
2/1/2022	1/7/2022			2/22/2022	2/3/2022	22-3 Howard 2-1-22	Police Report
2/1/2022	1/7/2022			2/22/2022	2/17/2022	22-4 Applied Ecosystems 2-1-22	Questions/5063 US41 S site
2/14/2022	2/21/2022				2/17/2022	22-5 Bell 2-15-22	Police Report/documents
2/17/2022	2/23/2022				2/21/2022	22-6 Warren Group 2-23-22	Winter 2021 tax roll
2/22/2022	2/28/2022			3/14/2022	3/14/2022	22-7 Mulcahey 2-22-22	Police Reports/documents
3/1/2022	3/7/2022			3/21/2022	3/4/2022	22-8 Christopher Trainor & Associates 3-1-22	Police Reports
3/5/2022	3/11/2022			3/25/2022	3/11/2022	22-9 Mulcahey 2-4-22	Time for staff to respond
4/25/2022	4/29/2022				4/25/2022	22-10 Petrock 4-22-22	Police Reports
4/28/2022	5/4/2022				4/28/2022	22-11 Swajanen 4-28-22	Police Reports
4/27/2022	5/3/2022				4/28/2022	22-12 McMahon 4-27-22	Police Reports
5/17/2022	5/24/2022				5/18/2022	22-13 MacGregor 5-17-22	Police Reports
5/20/2022	5/27/2022				6/13/2022	22-14 Mulcahey 5-20-22	Zoning Permits Lakewood Ln.
5/23/2022	5/31/2022				5/31/2022	22-15 Thill 05-23-22	Police Reports
5/26/2022	6/3/2022				5/31/2022	22-16 Gerou 05-26-22	Police Reports
5/31/2022	6/8/2022			6/22/2022	6/21/2022	22-17 Abbie 6-1-22	Police Records
6/2/2022	6/8/2022				6/7/2022	22-18 Soucy Electric 6-2-22	Police Reports
6/14/2022	6/21/2022				6/21/2022	22-19 Mulcahey 6-14-22	Registered Rental List for Chocoley Township
6/14/2022	6/21/2022	7/7/2022	06/20/2022	7/7/2022	6/28/2022	22-20 Mulcahey 6-14-22	Recording/Document
6/27/2022	7/5/2022				6/27/2022	22-21 Lamere 6-27-22	Copies of security cameras on drop boxes
6/30/2022	7/8/2022				7/7/2022	22-22 Gagnon 6-30-22	Police Reports
7/27/2022	8/3/2022				7/28/2022	22-23 Elefante 7-27-22	Police Reports
7/27/2022	8/3/2022				7/28/2022	22-24 TriMedia-Helen Amiri 7-27-22	Fire Records
7/28/2022	8/4/2022		8/2/2022	08/18/2022	8/4/2022	22-25 TriMedia-Helen Amiri 7-28-22	Fire Records
8/4/2022	8/11/2022				8/5/2022	22-26 Fairfield 8-4-22	Police Reports
8/5/2022	8/12/2022				8/10/2022	22-27 Numinen, DeForge, Toutant PC 8-5-22	Police Reports
8/8/2022	8/15/2022		08/11/2022	8/29/2022	8/18/2022	22-28 Hood 8-8-22	Election Information
8/9/2022	8/16/2022				8/11/2022	22-29 Prisk 8-9-22	Fire Records
8/22/2022	8/29/2022		08/25/2022	9/6/2022	8/30/2022	22-30 Mulcahey 8-22-22	Promulgated rules
8/29/2022	9/5/2022				8/31/2022	22-31 Roberts 8-29-22	Police Records
9/13/2022	9/19/2022				9/15/2022	22-32 Bosk Corp.-Mark Rudness 9-13-22	Police Records
9/19/2022	9/23/2022				9/22/2022	22-33 Davis 9-19-22	Public Records re: Statewide Solid Waste Management
10/19/2022	10/25/2022		11/08/2022		10/20/2022	22-34 Mulcahey 10-19-2022	Zoning Permits
10/18/2022	10/24/2022				10/24/2022	22-35 Langridge 10-18-22	Police Reports
10/26/2022	11/1/2022		10/31/2022	11/15/2022		22-36 Bigler-Envirologic Tech 10-26-22	Assessing/Fire/Building codes/Water /Sewer
10/31/2022	11/4/2022		11/04/2022	11/21/2022	11/8/2022	22-37 Numinen, DeForge, Toutant PC 10-31-22	Police Reports
11/7/2022	11/11/2022				11/4/2022	22-38 Kivi 11-7-22	Police Reports
11/7/2022	11/11/2022				11/8/2022	22-39 Marin Law Firm 11-7-22	Police Reports
11/9/2022	11/15/2022					22-40 Wilson 11-9-22	Police Reports

Web Page Statistics

Year to date totals through October are shown in the table.

Month	Unique Visits	Number of Visits	Pages	Hits	Bandwidth (GB)
January	2,192	4,144	30,311	44,850	7.41
February	1,984	4,243	19,341	31,676	18.91
March	2,289	4,249	19,679	32,861	21.57
April	1,912	3,963	17,327	30,200	22.89
May	2,169	4,159	18,100	31,803	28.40
June	2,079	4,243	24,862	38,302	23.56
July	1,552	3,121	16,777	29,859	25.03
August	1,693	3,297	18,170	30,355	37.29

Month	Unique Visits	Number of Visits	Pages	Hits	Bandwidth (GB)
September	1,525	3,317	45,492	57,962	27.67
October	1,770	3,562	20,655	36,433	38.04
Totals	19,165	38,298	230,714	364,301	250.77
Averages	1,917	3,830	23,071	36,430	25.08

Highest hits per day in October for the Township web site occurred on Tuesday and the highest peak usage time was 1 AM to 2 AM.

Downloads

There were 836 downloaded documents in October. The top ten documents downloaded were:

Page	Number of Downloads
2022 meeting dates	357
2022 notification dates	344
2022 adopted fee schedule	189
FOIA request	182
November 22 sample ballot – precinct 1	100
November 22 sample ballot – precinct 2	88
Township Board combined minutes – 2014	54
Township Board agenda materials – 10.01.22	52
Waste Management collection schedule	51
Planning Commission agenda – 08.19.22	51

Page Visits

Top ten pages visited in October were:

Top ten pages visited in July were: Page	Number of Views
Public Notices	548
Agendas and Minutes – Township Board	543
Contacts	515
Elected and Appointed Officials	506
Directory email	489
Agendas and Minutes – Planning Commission	475
Clerk	451
Agendas and Minutes – Board of Review	444
Fire	442
Agendas and Minutes – Zoning Board of Appeals	433

Zoning Permit Counts

Zoning permit counts through October, 2022:

2022 Reviewed Permits by Month		2022 Reviewed Permits by Type		
Month	Number of Permits	Permit Type	Approved Number	Denied Number
January	3	Addition	7	1
February	4	Alteration	0	0
March	1	Commercial Outbuilding	0	1
April	3	Conditional Use	0	0
May	21	Deck	3	0
June	13	Fence	15	0
July	6	Garage	8	0
August	6	Grading	0	0
September	10	Home	3	0
October	5	Home / Garage	11	0
		Home Occupation	1	0
		New Commercial	0	0
		Outbuilding	11	0
		Pole Building	3	0
		Rezoning Application	0	0
		Sign	2	0
		Site Plan Review	1	0
		Zoning Variance Request	4	0
Total	72	Total	69	3