

# **AGENDA**

## **CHOCOLAY TOWNSHIP BOARD**

Township Fire Hall Room  
July 10, 2023 – 6:00 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 Meeting – Regular Meeting, June 12, 2023.
  - B. Approve Revenues and Expenditure Reports – June 2023.
  - C. Approve the Quarterly Financial Reports - First Quarter 2023.
  - D. Approve Bills Payable, Check Register Reports – June 8, 19, and 28, 2023.
  - E. Approve Regular Payroll – June 8, and June 22, 2023.
- VII. SUPERVISOR REPORT**
- VIII. CLERK’S REPORT**
- IX. TREASURER’S REPORT**
- X. PUBLIC HEARING**
- XI. PRESENTATIONS**
- XII. UNFINISHED BUSINESS**
- XIII. NEW BUSINESS**
  - A. Consider Topics for Joint Meeting in August with Planning Commission.
  - B. Consider Joining the Michigan Box Alarm System for the Township (Large Scale Emergency Response System).
  - C. Discuss the New Township Sign Design and Colors.
  - D. Consider Budget Amendments.
    - 1. Rescue Task Force Grant, SEMCO Energy
    - 2. Wage Reimbursement, County Electronics Recycling
    - 3. MARESA Special Election Reimbursement
    - 4. KBIC 2% Funds Distribution
  - E. Manager Update for the Sewer and Budget.
- XIV. BOARD MEMBER’S COMMENTS**
- XIV. PUBLIC COMMENT**
- XVI. CORRESPONDENCE, MEETING MINUTES AND INFORMATION.**
  - A. Minutes – Chocolay Township Planning Commission; Regular Meeting of June 19, 2023, Draft.
  - B. Minutes - Marquette County Solid Waste Management Authority; Regular Meeting of June 21, 2023, Draft.

C. Minutes – Marquette Area Wastewater Advisory Board; Regular Meeting of May 18, 2023.

**XVII. ADJOURNMENT**

June 12, 2023

The regular meeting of the Chocolay Township Board was held on Monday, June 12, 2023, 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, Ben Zybert, David Lynch, Don Rhein, Judy White, Kendra Symbal (arrived at 5:54 pm)

STAFF PRESENT: William De Groot, Suzanne Sundell

APPROVAL OF AGENDA.

Lynch moved, Rhein supported to approve the agenda as modified (**add Supervisor's Report after Consent Agenda**).

MOTION CARRIED

PUBLIC COMMENT

Mary Jane Lynch, 316 Kawbawgam Road – spoke on attention needed at the park that is at Kawbawgam Road / Magnum Road, grooming the trails at Lake Levasseur, and if there is any way to help MDOT with getting stairways to the lake along M-28.

Deborah Mulcahey, 633 Lakewood Lane – (1) audit report and monies being spent on FOIA, but could not see anything in the data; (2) FEMA and flood plain issues and this may not be communicated to some of our residents – maybe use the sign to get this information out; (3) Master Plan and planning – wonders why the Township has just finished the Master Plan and is now making changes to the zoning; and (4) Flashvote – feels it took too long for the Township to start using.

Daniel Ondov, 555 Cherry Creek Road – looking to see if there is a way to get some type of signage for trucks that are braking at the end of the hill.

CONSENT AGENDA

- A. Approve Minutes of Previous Meeting – Regular Meeting, May 8, 2023.
- B. Approve Revenue and Expenditure Reports –May 2023.
- C. Approve Bills Payable, Check Register Reports – May 11, 2023 (Check # 26116 - 26139, in the amount of \$17,187.12), May 17, 2023 (Check #26140 – 26151, in the amount of \$9,788.27), and May 25, 2023 (Check # 26152 – 26175, in the amount of \$43,169.37).
- D. Approve Bills Payable – Regular Payroll of May 11, 2023 (Check #'s DD3281 – DD3332 and Check #'s 11356 - 11361, Federal, State, and MERS in the amount of \$46,487.81), and Regular Payroll of May 25, 2023 (Check #'s DD3333 – DD3361 and Check #'s 11362 – 11367, Federal State, and MERS in the amount of \$45,669.47).

Rhein moved, Engle supported to approve the consent agenda as presented.  
MOTION CARRIED

#### SUPERVISOR'S REPORT

Supervisor Bohjanen stated that we have a new employee in the Assessing Department that is training and doing the fieldwork – Justin Vasseau. Justin is working out well and seems to be a good fit. We should accomplish our goals this year.

Supervisor Bohjanen also reminded the Board that the meeting time will be changing effective the July 10<sup>th</sup> meeting to 6:00 p.m.

#### TREASURER'S REPORT - NONE

#### CLERK'S REPORT

Clerk Engle pointed out the information in the packet concerning the 2022 election – results / how voted (in person, absentee), and a report regarding elections. There are also close to a dozen bills in the House and Senate to make us compliant with the 2022 election proposal that was passed.

Supervisor Bohjanen asked about the difference between votes of 1,194 and ballot count of 1,196. Clerk Engle indicated this was due to the fact that ballots had been received, but two people had died before the election, so the votes were not counted.

#### PUBLIC HEARING – NONE

#### PRESENTATIONS – JEFF JOHNSON 30-YEAR FIREFIGHTER RETIREMENT

Fire Chief Lee Gould read the following background information and presented Jeff with a helmet plaque:

*In November of 1991, Jeff Johnson joined the Chocolay Township Fire Department. After passing the State of Michigan Firefighter class, Jeff settled into his role of being a firefighter. During his career, he worked his way up to the rank of Captain in the department. His leadership on the fire ground was unmatched. He brought a calm demeanor and was always teaching others. He sat on many committees for the purchasing of equipment, fire trucks, the building of the fire station and many others. Jeff lived through the change in the fire service from the old days of riding on the tailboard of the truck to calls, using heavy cumbersome gear and being able to work on equipment to modern standards that using a computer to diagnose equipment issues, lightweight gear and trucks with air conditioning.*

*Jeff's legacy on the Chocolay Township Fire Department will carry on for years to come. His guidance, leadership and passion for the fire service ensures the fire department will stay strong for years to come. The Chocolay Township Fire Department is grateful for his years of service and commitment to Chocolay Township.*

## PRESENTATIONS – FY 2022 AUDIT – ANDERSON, TACKMAN & COMPANY, PLC

Mike Grentz from Anderson, Tackman and Company PLC presented the FY2022 audit. Grentz indicated that this was an unmodified opinion which means the Township complied with all the General Accepted Accounting Principles and that a sampling of transactions was done. The total net position for the Township is \$11.3 million in equity, which is a \$400,000 increase. The net pension liability is about \$280,000. This took a hit this year from a benefit last year to a liability this year. This loss is all on MERS, and the Township is not the only one that took a hit like this. Even with this, we are still in a good position. The general fund had a loss of about \$62,000, which gives the Township a fund balance of just under \$2 million. This was about \$100,000 under budget – no specific concern.

The only significant deficiency was that Anderson Tackman assists in preparing the financial statements and footnotes, due to the Township not having adequate staffing and / or time to prepare all the information, which is something that is reported every year. There were no other significant issues.

Grentz feels that the audit went good, and everyone is settling into their roles.

Supervisor Bohjanen asked about the pension liability – wondered if MERS uses unrealistic numbers. Grentz felt it was more of a market issue.

Treasurer Zyburt asked about the deficiency that we have been carrying for years on preparing the financial statements. Zyburt wondered if this may be able to be eliminated in the next couple of years. Grentz felt that this could probably be attained next year, but there is also the cost element of the time necessary to put it together.

## CONSIDER ACCEPTANCE OF FISCAL YEAR 2022 AUDIT FINDINGS

Lynch moved, Rhein supported that the Chocolay Township Board accept the Annual Audit performed by Anderson, Tackman & Company for Fiscal Year 2022 as presented fairly.

ROLL CALL VOTE

AYES: Rhein, Lynch, White, Zyburt, Engle, Bohjanen

NAYS: None

ABSTAIN: Symbal (arrived at end of discussion – 5:54 pm)

MOTION CARRIED

## CONSIDER 6-MONTH BUDGET AMENDMENTS

### **CIF BA#1 – ALLOCATION OF KBIC 2% GAMING FUNDS**

Lynch moved, Rhein supported that:

Whereas, a budget was adopted by the Chocolay Township Board to govern the anticipated Capital Improvement Fund expenditures of the Township on December 12, 2022 for fiscal year 2023; and

Whereas, as a result of unanticipated changes in revenues and / or expenditures, it is necessary to modify the aforesaid budget between revenues and expenditures,

Now Therefore, Be It Hereby Resolved, that the FY2023 budget be modified as follows:

	PREVIOUS	CHANGE (+ / -)	AMENDED
REVENUE			
KBIC 2% Gaming Money			
401.000.582	\$ -	\$ 125,000.00	\$ 125,000.00
EXPENDITURE			
Fire Department Vehicles			
401.340.981	\$ 246,535.00	\$ 125,000.00	\$ 371,535.00

**ROLL CALL VOTE**

AYES: Symbal, Rhein, Lynch, Zyburt, Engle, Bohjanen

NAYS: None

MOTION CARRIED

White questioned the issue brief – discrepancy between the vehicle and equipment expenditure line item. This was thought to be an error, but Township Manager De Groot indicated that SCBA pack is considered part of the vehicle as they are hard mounted into the seats.

**CIF BA#2 – INSURANCE SETTLEMENT FOR 2021 SILVERADO**

Zyburt moved, Rhein supported that:

Whereas, a budget was adopted by the Chocolay Township Board to govern the anticipated Capital Improvement Fund expenditures of the Township on December 12, 2022 for fiscal year 2023; and

Whereas, as a result of unanticipated changes in revenues and / or expenditures, it is necessary to modify the aforesaid budget between revenues and expenditures,

Now Therefore, Be It Hereby Resolved, that the FY2023 budget be modified as follows:

	PREVIOUS	CHANGE (+ / -)	AMENDED
REVENUE			
MMRMA - Distributions / Grants			
401.000.586	\$ -	\$ 5,520.00	\$ 5,520.00
EXPENDITURE			
Other General Government			
Miscellaneous			
401.285.956	\$ -	\$ 5,520.00	\$ 5,520.00

**ROLL CALL VOTE**

AYES: Symbal, Rhein, Lynch, White, Zybert, Engle, Bohjanen

NAYS: None

MOTION CARRIED

**CIF BA#3 – ALLOCATION OF CELL TOWER RENT (FIRST 6 MONTHS)**

White moved, Zybert supported that:

Whereas, a budget was adopted by the Chocloy Township Board to govern the anticipated Capital Improvement Fund expenditures of the Township on December 12, 2022 for fiscal year 2023; and

Whereas, as a result of unanticipated changes in revenues and / or expenditures, it is necessary to modify the aforesaid budget between revenues and expenditures,

Now Therefore, Be It Hereby Resolved, that the FY2023 budget be modified as follows:

	PREVIOUS	CHANGE (+ / -)	AMENDED
REVENUE			
Rent			
401.000.670		\$ 8,250.00	\$ 8,250.00
EXPENDITURE			
Recreation & Properties			
Land Improvements			
401.756.972	\$ 3,000.00	\$ 8,250.00	\$ 11,250.00

ROLL CALL VOTE

AYES: Symbal, Rhein, Lynch, White, Zyburt, Engle, Bohjanen

NAYS: None

MOTION CARRIED

**CIF BA#4 – SALE OF OLD FIRE TRUCK, UNIT 2142**

Lynch moved, Rhein supported that:

Whereas, a budget was adopted by the Chocolay Township Board to govern the anticipated Capital Improvement Fund expenditures of the Township on December 12, 2022 for fiscal year 2023; and

Whereas, as a result of unanticipated changes in revenues and / or expenditures, it is necessary to modify the aforesaid budget between revenues and expenditures,

Now Therefore, Be It Hereby Resolved, that the FY2023 budget be modified as follows:

	PREVIOUS	CHANGE (+ / -)	AMENDED
REVENUE			
Miscellaneous			
401.000.698	\$ -	\$ 12,500.00	\$ 12,500.00
EXPENDITURE			
Fire Department Vehicles			
401.340.981	\$ 234,035.00	\$ 12,500.00	\$ 246,535.00

ROLL CALL VOTE

AYES: Symbal, Rhein, Lynch, White, Zyburt, Engle, Bohjanen

NAYS: None

MOTION CARRIED

**CIF BA#5 – GRANT FROM MARQUETTE COUNTY POLICE AND FIRE – POLICE DEPARTMENT**

Zyburt moved, White supported that:

Whereas, a budget was adopted by the Chocolay Township Board to govern the anticipated Capital Improvement Fund expenditures of the Township on December 12, 2022 for fiscal year 2023; and

Whereas, as a result of unanticipated changes in revenues and / or expenditures, it is necessary to modify the aforesaid budget between revenues and expenditures,

Now Therefore, Be It Hereby Resolved, that the FY2023 budget be modified as follows:



	PREVIOUS	CHANGE (+ / -)	AMENDED
REVENUE			
Miscellaneous			
401.000.698		\$ 1,500.00	\$ 1,500.00
EXPENDITURE			
Police Department			
Equipment			
401.305.977	\$ 62,205.00	\$ 1,500.00	\$ 63,705.00

ROLL CALL VOTE

AYES: Symbal, Rhein, Lynch, White, Zyburt, Engle, Bohjanen

NAYS: None

MOTION CARRIED

**GF BA#3 – OVERTIME REIMBURSEMENT – POLICE DEPARTMENT**

Symbal 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 12, 2022 for fiscal year 2023; and

Whereas, as a result of unanticipated changes in revenues and / or expenditures, it is necessary to modify the aforesaid budget between revenues and expenditures,

Now Therefore, Be It Hereby Resolved, that the FY2023 budget be modified as follows:

	PREVIOUS	CHANGE (+ / -)	AMENDED
REVENUE			
Miscellaneous			
101.000.698	\$ 36,750.00	\$ 7,042.00	\$ 43,792.00
EXPENDITURE			
Police Department			
Overtime			
101.305.713	\$ 25,000.00	\$ 7,042.00	\$ 32,042.00

ROLL CALL VOTE

AYES: Symbal, Rhein, Lynch, White, Zyburt, Engle, Bohjanen

NAYS: None

MOTION CARRIED

**GF BA#4 – GRANT FROM MARQUETTE COUNTY POLICE & FIRE – FIRE DEPARTMENT**

White moved, Zyburt supported that:

Whereas, a budget was adopted by the Chocolay Township Board to govern the anticipated Capital Improvement Fund expenditures of the Township on December 12, 2022 for fiscal year 2023; and

Whereas, as a result of unanticipated changes in revenues and / or expenditures, it is necessary to modify the aforesaid budget between revenues and expenditures,

Now Therefore, Be It Hereby Resolved, that the FY2023 budget be modified as follows:

	PREVIOUS	CHANGE (+ / -)	AMENDED
REVENUE			
Miscellaneous			
101.000.698	\$ 35,350.00	\$ 1,400.00	\$ 36,750.00
EXPENDITURE			
Fire Department			
Capital Outlay			
101.340.957	\$ 90,000.00	\$ 1,400.00	\$ 91,400.00

ROLL CALL VOTE

AYES: Symbal, Rhein, Lynch, White, Zyburt, Engle,

NAYS: None

MOTION CARRIED

**AUTHORIZATION TO EXPEND**

Lynch moved, Rhein supported that the Chocolay Township Board authorized the Township Manager to work with the Fire Chief in ordering the necessary Thermal Cameras in accordance with the grant application and draw the funds from the Fire Departments’ Capital Outlay budget line item 101.341.957.

MOTION CARRIED

**RF BA#1 – INCREASE IN ROAD FUND REVENUE**

Symbal moved, Rhein supported that:

Whereas, a budget was adopted by the Chocolay Township Board to govern the anticipated Road Fund expenditures of the Township on December 12, 2022 for fiscal year 2023; and

Whereas, as a result of unanticipated changes in revenues and / or expenditures, it is necessary to modify the aforesaid budget between revenues and expenditures,

Now Therefore, Be It Hereby Resolved, that the FY2023 budget be modified as follows:

	PREVIOUS	CHANGE (+ / -)	AMENDED
REVENUE			
Miscellaneous			
204.000.402	\$ 409,480.00	\$ 16,520.00	\$ 426,000.00
EXPENDITURE			
Streets			
Capital Outlay			
204.440.957	\$ 426,000.00	\$ -	\$ 426,000.00

**ROLL CALL VOTE**

AYES: Symbal, Rhein, Lynch, White, Zyburt, Engle, Bohjanen

NAYS: None

MOTION CARRIED

Supervisor Bohjanen asked if it would be possible to put the Issue Brief before the Motion, as it tends to get confusing when looking at Budget Amendments. Township Manager De Groot agreed that it could be confusing and will change this. De Groot also gave information on how the timing of the Budget Amendments could be changed – quarterly, every 6 months, or as they come up.

Lynch moved, Rhein supported that Budget Amendments be brought forth as they come up.

MOTION CARRIED

**DISCUSSION OF BUDGET PRIORITIES AND UPDATES**

Township Manager De Groot discussed where the Township stands on the targeted projects that were discussed last year.

1. Water System / Septic system replacement and the Township securing funding to reduce any potential health harm to the residents. ***The Township has conducted a water study. We are not currently moving forward with this as the revenue sources are limited and would be a significant monthly impact for the residents.***

2. Asset management plans for vehicles within the Public Works, Police, and Fire Department. ***This is in the process of being done – the Police vehicles have all been replaced within the last two years. DPW will be presenting the Asset Management on their vehicles as part of the budget process.***
3. Melding the Master Plan priorities with the Zoning Ordinance especially for agriculture. ***Staff is currently working on aligning the 2008 Zoning Ordinance with the Master Plan.***
4. A Community Center. ***This is still being researched. Two RFP's have been done on how to rebuild Beaver Grove. De Groot stated that there may come a time when our property becomes too valuable, and we would possibly be looking at relocating. The Township owns 20 properties and we need to take a look at what the possibilities are.***

There are two more budgets before a newly elected Board is seated. Historically, in an election year, the outgoing Board will approve the new budget prior to the new Board being seated.

K. Symbal asked if another item could be added to the list – sidewalks at school. Manager De Groot wondered if the school system is ready as that is what halted the project before. That funding stream no longer exists. Supervisor Bohjanen mentioned that there may be other sources, and that J. Neumann has the information and is checking into. There would still be the issue of the school wanting to do it.

Supervisor Bohjanen asked that the Board bring back any suggestions at the August joint meeting. This will be an agenda item for July.

#### CONSIDER AWARD OF TOWNSHIP HALL SIDING PROJECT

Manager De Groot indicated that constant maintenance is being performed on the Township office building. Bids have gone out, with two bids received. Both bids submitted suggested a composite product that is much more durable than traditional siding.

White asked why we would want to look at replacing the siding with a long life, if we are also thinking about the property being a prime property and the possibility of selling. De Groot indicated that there is no guarantee that day will come, and we could be getting a lesser quality by going with something with a shorter guarantee.

Lynch moved, Zyburt supported that the Chocolay Township Board approves the proposal from Timber Ridge Construction to replace the siding on the Township Office Complex. The total cost shall not exceed \$90,000.

AYES: 6

NAYS: 1 (White)

MOTION CARRIED

#### MANAGER UPDATE FOR THE SEWER AND BUDGET

Sewer – the grass is growing at the lift stations and we are looking at finalizing. All contingencies have been met.

Budget – we are budgeting conservatively. We are also not getting the bidders we need to look at competitive bidding. Sees no major surprises in the next 6 months. There may be more budget amendments coming if we land some more grants, such as for the Marina. We are also looking at grant funding for feasibility study of our parks. There are also grants available for the police and fire. Our interns at the Police Academy should be graduating in August. They are still doing ride-alongs when they can.

HR – working with department leaders to finalize internal documents in our policy manual. Looking at hiring policy, exempt vs non-exempt. Have applied for a MERS Impact award nomination on MERS recommendation due to the many opportunities we provide our employees for achieving financial security in retirement.

#### BOARD MEMBER COMMENTS

Don Rhein – none

Kendra Symbal – none

Judy White – none

Dave Lynch – none

Ben Zyburt – none

Max Engle - none

Richard Bohjanen – none

#### PUBLIC COMMENT - NONE

Lynch moved, Engle supported that the meeting be adjourned.

MOTION CARRIED

The meeting was adjourned at 6:45 p.m.

#### INFORMATIONAL REPORTS AND COMMUNICATIONS.

- A. Minutes – Chocolay Township Planning Commission; Regular Meeting of May 15, 2023, Draft.
- B. Minutes - Marquette County Solid Waste Management Authority, Regular Meeting of May 27, 2023, Draft.
- C. Minutes – Marquette Area Wastewater Advisory Board, Regular Meeting of April 20, 2023.
- D. Information – Chocolay Township Newsletter – May 2023

---

Max Engle, Clerk

---

Richard Bohjanen, Supervisor

REVENUE AND EXPENDITURE REPORT FOR CHOCOLAY TOWNSHIP  
 PERIOD ENDING 05/31/2023  
 % Fiscal Year Completed: 41.37



ACCOUNT DESCRIPTION	2023		YTD BALANCE 05/31/2023	AVAILABLE BALANCE	% BDGT USED
	ORIGINAL BUDGET	2023 AMENDED BUDGET			
Fund 101 - GENERAL FUND					
000.000	2,779,572.00	2,783,072.00	386,494.09	2,396,577.91	13.89
TOTAL REVENUES	<u>2,779,572.00</u>	<u>2,783,072.00</u>	<u>386,494.09</u>	<u>2,396,577.91</u>	<u>13.89</u>
103.000 - TOWNSHIP BOARD	192,694.00	196,194.00	71,608.28	124,585.72	36.50
175.000 - TOWNSHIP SUPERVISOR	20,399.00	20,399.00	5,486.77	14,912.23	26.90
190.000 - ELECTION DEPARTMENT	30,192.00	30,192.00	9,129.60	21,062.40	30.24
202.000 - ASSESSOR	73,936.00	73,936.00	22,975.06	50,960.94	31.07
215.000 - CLERK	142,503.00	142,503.00	54,836.37	87,666.63	38.48
247.000 - BOARD OF REVIEW	2,753.00	2,753.00	1,081.52	1,671.48	39.29
253.000 - TREASURER	75,625.00	75,625.00	32,241.30	43,383.70	42.63
258.000 - TECHNOLOGY	47,321.00	47,321.00	18,960.17	28,360.83	40.07
265.000 - TOWNSHIP HALL & GROUNDS	200,455.00	200,455.00	17,670.80	182,784.20	8.82
285.000 - OTHER GENERAL GOVERNMENT	466,562.00	466,562.00	221,646.30	244,915.70	47.51
305.000 - POLICE DEPARTMENT	531,101.00	531,101.00	153,061.38	378,039.62	28.82
340.000 - FIRE DEPARTMENT	207,447.00	207,447.00	26,547.68	180,899.32	12.80
440.000 - STREETS	22,750.00	22,750.00	6,830.58	15,919.42	30.02
526.000 - SANITARY LANDFILL	35,300.00	35,300.00	1,674.30	33,625.70	4.74
756.000 - RECREATION AND PROPERTIES	570,751.00	570,751.00	54,897.20	515,853.80	9.62
800.000 - ZONING	124,965.00	124,965.00	46,593.67	78,371.33	37.29
805.000 - ZONING/PLANNING COMMISSION	12,754.00	12,754.00	2,849.27	9,904.73	22.34
815.000 - ZONING/APPEALS BOARD	4,569.00	4,569.00	605.84	3,963.16	13.26
TOTAL EXPENDITURES	<u>2,762,077.00</u>	<u>2,765,577.00</u>	<u>748,696.09</u>	<u>2,016,880.91</u>	<u>27.07</u>
Fund 101 - GENERAL FUND:					
TOTAL REVENUES	2,779,572.00	2,783,072.00	386,494.09	2,396,577.91	13.89
TOTAL EXPENDITURES	<u>2,762,077.00</u>	<u>2,765,577.00</u>	<u>748,696.09</u>	<u>2,016,880.91</u>	<u>27.07</u>
NET OF REVENUES & EXPENDITURES	17,495.00	17,495.00	(362,202.00)	379,697.00	2,070.32

Fund 101 GENERAL FUND

GL Number	Description	Current Year Beg. Balance	Balance
<b>*** Assets ***</b>			
101-000.000-000.000		0.00	0.00
101-000.000-001.000	CASH - CHECKING TEMPORARY JAN	0.00	0.00
101-000.000-001.001	CASH - CHECKING	295,852.00	691,247.89
101-000.000-004.000	CASH - PETTY CASH	50.00	50.00
101-000.000-004.001	CASH - CHANGE	900.00	900.00
101-000.000-005.000	CONSIGNMENT & DEPOSIT CASH	4,588.35	4,268.35
101-000.000-013.000	CASH - FAIR MARKET VALUE	0.00	(11,361.66)
101-000.000-015.000	CASH - SAVINGS	0.00	0.00
101-000.000-017.000	INVESTMENT-RESTRICTED	0.00	0.00
101-000.000-017.001	CASH - INVESTMENTS - FIRST BANK	1,045,012.41	1,303,946.14
101-000.000-017.002	CASH - INVESTMENTS - FNC	292,933.84	295,361.77
101-000.000-017.003	CASH - INVESTMENTS - OTHER	417,005.00	167,005.00
101-000.000-020.000	CURRENT TAXES RECEIVABLE	810,920.89	92,804.04
101-000.000-026.000	DELINQUENT TAXES RECEIVABLE	0.00	0.00
101-000.000-040.000	ACCOUNTS RECEIVABLE	128,436.14	128,436.14
101-000.000-055.000	ALLOWANCE FOR BAD DEBTS	0.00	0.00
101-000.000-072.000	DUE FROM COUNTY	0.00	0.00
101-000.000-078.000	DUE FROM STATE	0.00	0.00
101-000.000-079.000	DUE FROM FEDERAL GOV'T	0.00	0.00
101-000.000-080.000	REIMBURSEMENTS RECEIVABLE	0.00	0.00
101-000.000-082.000	DUE FROM FED REV SHARING	0.00	0.00
101-000.000-083.000	DUE FROM EMPLOYEES	0.00	(1,795.71)
101-000.000-084.401	DUE FROM CAPITAL IMPROV FUND	0.00	0.00
101-000.000-084.571	DUE FROM SEWER FUND	0.00	0.00
101-000.000-084.591	DUE FROM WATER FUND	0.00	0.00
101-000.000-084.701	DUE FROM TRUST & AGENCY FUND	1,000.00	1,000.00
101-000.000-084.703	DUE FROM TAX COLLECTION	2,000.00	2,000.00
101-000.000-123.000	PREPAID HEALTH	0.00	0.00
101-000.000-124.000	PREPAID EXPENSE	4,600.00	4,600.00
101-000.000-150.000	FUTURE REVENUES	0.00	0.00
101-000.000-190.000	DUE FROM FIRE LOAN	0.00	0.00
<b>Total Assets</b>		<b>3,003,298.63</b>	<b>2,678,461.96</b>
<b>*** Liabilities ***</b>			
101-000.000-202.000	ACCOUNTS PAYABLE	36,888.38	(54.96)
101-000.000-209.000	ACCRUED EXPENSES	33,316.59	0.00
101-000.000-212.000	DUE TO CONSIGNMENT / DEPOSITS	4,588.35	4,318.35
101-000.000-214.401	DUE TO CAPITAL IMPROV FUND	0.00	0.00
101-000.000-214.571	DUE TO SEWER FUND	0.00	0.00
101-000.000-214.591	DUE TO WATER FUND	0.00	0.00
101-000.000-220.000	DUE TO COUNTY	0.00	0.00
101-000.000-225.000	DUE TO SCHOOLS	0.00	0.00
101-000.000-231.000	DUE TO TRUST & AGENCY FUND	0.00	93.34
101-000.000-286.000	DUE TO PENSION FUND	0.00	0.00
101-000.000-312.000	DUE TO ROADS	0.00	0.00
101-000.000-340.000	DEFERRED REVENUES	949,137.11	949,137.11
101-000.000-341.000	DEFERRED REV - COLLECTION FEE	0.00	0.00
<b>Total Liabilities</b>		<b>1,023,930.43</b>	<b>953,493.84</b>
<b>*** Fund Balance ***</b>			
101-000.000-343.000	SICK TIME PAY OUT	0.00	0.00
101-000.000-345.000	RESERVE FOR ENCUMBRANCE	0.00	0.00
101-000.000-380.000	PRIOR RESIDUALS	0.00	0.00
101-000.000-385.000	CURRENT RESIDUALS	0.00	0.00
101-000.000-390.000	FUND BALANCE	1,979,368.20	1,979,368.20
101-000.000-395.000	FUND BALANCE - DESIGNATED	0.00	0.00
<b>Total Fund Balance</b>		<b>1,979,368.20</b>	<b>1,979,368.20</b>
<b>Beginning Fund Balance</b>			<b>1,979,368.20</b>
<b>Net of Revenues VS Expenditures</b>			<b>(254,400.08)</b>

Fund 101 GENERAL FUND

GL Number	Description	Current Year Beg. Balance	Balance
	<b>Ending Fund Balance</b>		<b>1,724,968.12</b>
	<b>Total Liabilities And Fund Balance</b>		<b>2,678,461.96</b>



ACCOUNT DESCRIPTION	2023		YTD BALANCE 03/31/2023	AVAILABLE BALANCE	% BDGT USED	
	ORIGINAL BUDGET	2023 AMENDED BUDGET				
<b>Fund 101 - GENERAL FUND</b>						
<b>Revenues</b>						
Dept 000.000						
402.000	PROPERTY TAXES	919,279.00	919,279.00	0.00	919,279.00	0.00
441.000	LOCAL COMM STAB SHARE TAX	10,500.00	10,500.00	2,943.91	7,556.09	28.04
446.000	PENALTIES & INTEREST	500.00	500.00	0.00	500.00	0.00
487.000	TRAILER PARK FEES	600.00	600.00	157.50	442.50	26.25
501.000	DUE FROM FEDERAL GRANT	434,662.00	434,662.00	0.00	434,662.00	0.00
504.000	ZONING PERMIT FEES	6,000.00	6,000.00	350.00	5,650.00	5.83
511.000	ANIMAL LICENSES	200.00	200.00	16.50	183.50	8.25
543.000	STATE OF MICHIGAN	245,500.00	245,500.00	0.00	245,500.00	0.00
545.000	LIQUOR INSPECTION FEE	2,900.00	2,900.00	0.00	2,900.00	0.00
565.000	STATE REVENUE SHARING	604,435.00	604,435.00	108,174.00	496,261.00	17.90
576.000	STATE - ELECTION REIMBURSEMENTS	0.00	0.00	936.22	(936.22)	100.00
579.000	PAYMENT IN LIEU	15,000.00	15,000.00	17,690.70	(2,690.70)	117.94
582.000	KBIC 2% GAMING MONEY	111,000.00	111,000.00	0.00	111,000.00	0.00
583.000	FRANCHISE FEES	88,000.00	88,000.00	20,638.65	67,361.35	23.45
618.000	TAX COLLECTION FEES	44,225.00	44,225.00	40,266.29	3,958.71	91.05
640.000	REFUSE COLLECTION	30,000.00	30,000.00	2,914.00	27,086.00	9.71
651.000	LANDFILL ADMIN FEE	5,300.00	5,300.00	690.00	4,610.00	13.02
660.000	ORDINANCE FINES	12,000.00	12,000.00	1,480.05	10,519.95	12.33
665.000	INTEREST INCOME	25,000.00	25,000.00	4,108.60	20,891.40	16.43
668.000	INVESTMENT GAIN/LOSS	51,000.00	51,000.00	0.00	51,000.00	0.00
677.000	DUE FROM CAPITAL IMP FUND	129,121.00	129,121.00	0.00	129,121.00	0.00
678.000	REIMBURSEMENT FOR PROP TAXES	4,000.00	4,000.00	1,245.91	2,754.09	31.15
687.000	REFUNDS AND REBATES	0.00	0.00	2,722.36	(2,722.36)	100.00
693.000	TAX COLLECTION REIMBURSEMENT	8,500.00	8,500.00	0.00	8,500.00	0.00
698.000	MISCELLANEOUS	31,850.00	31,850.00	12,669.31	19,180.69	39.78
<b>Total Dept 000.000</b>		<b>2,779,572.00</b>	<b>2,779,572.00</b>	<b>217,004.00</b>	<b>2,562,568.00</b>	<b>7.81</b>
<b>TOTAL REVENUES</b>		<b>2,779,572.00</b>	<b>2,779,572.00</b>	<b>217,004.00</b>	<b>2,562,568.00</b>	<b>7.81</b>
<b>Expenditures</b>						
Dept 103.000 - TOWNSHIP BOARD						
702.000	SALARIES	139,282.00	139,282.00	32,142.00	107,140.00	23.08
709.000	SOCIAL SECURITY/MEDICARE	10,655.00	10,655.00	2,659.03	7,995.97	24.96
710.000	PER MEETING COMPENSATION	4,056.00	4,056.00	754.00	3,302.00	18.59
802.000	MEMBERSHIP - PUBLICATION	11,500.00	11,500.00	3,500.00	8,000.00	30.43
826.000	LEGAL/CONSULTING SERVICES	12,000.00	12,000.00	4,644.00	7,356.00	38.70
840.000	TRAINING & EDUCATION	2,000.00	2,000.00	0.00	2,000.00	0.00
901.000	ADVERTISING	1,501.00	1,501.00	590.95	910.05	39.37
956.000	MISCELLANEOUS	11,700.00	11,700.00	100.00	11,600.00	0.85
<b>Total Dept 103.000 - TOWNSHIP BOARD</b>		<b>192,694.00</b>	<b>192,694.00</b>	<b>44,389.98</b>	<b>148,304.02</b>	<b>23.04</b>
Dept 175.000 - TOWNSHIP SUPERVISOR						
702.000	SALARIES	12,980.00	12,980.00	3,245.01	9,734.99	25.00
705.000	TEMPORARY & PART TIME	3,600.00	3,600.00	0.00	3,600.00	0.00
709.000	SOCIAL SECURITY/MEDICARE	1,269.00	1,269.00	47.05	1,221.95	3.71
802.000	MEMBERSHIP - PUBLICATION	800.00	800.00	0.00	800.00	0.00
860.000	TRAVEL	1,500.00	1,500.00	0.00	1,500.00	0.00
956.000	MISCELLANEOUS	250.00	250.00	0.00	250.00	0.00
<b>Total Dept 175.000 - TOWNSHIP SUPERVISOR</b>		<b>20,399.00</b>	<b>20,399.00</b>	<b>3,292.06</b>	<b>17,106.94</b>	<b>16.14</b>
Dept 190.000 - ELECTION DEPARTMENT						
709.000	SOCIAL SECURITY/MEDICARE	842.00	842.00	6.79	835.21	0.81
710.000	PER MEETING COMPENSATION	10,000.00	10,000.00	0.00	10,000.00	0.00
713.000	OVERTIME	1,000.00	1,000.00	104.53	895.47	10.45
715.000	TRAINING	1,000.00	1,000.00	0.00	1,000.00	0.00
729.000	POSTAGE	2,400.00	2,400.00	2,400.00	0.00	100.00
752.000	OFFICE SUPPLIES	2,000.00	2,000.00	614.91	1,385.09	30.75
778.000	EQUIPMENT MAINTENANCE	7,200.00	7,200.00	1,605.00	5,595.00	22.29
800.000	CONTRACTUAL SERVICES	50.00	50.00	0.00	50.00	0.00
901.000	ADVERTISING	200.00	200.00	0.00	200.00	0.00
956.000	MISCELLANEOUS	300.00	300.00	50.00	250.00	16.67
957.000	CAPITAL OUTLAY	5,200.00	5,200.00	0.00	5,200.00	0.00
<b>Total Dept 190.000 - ELECTION DEPARTMENT</b>		<b>30,192.00</b>	<b>30,192.00</b>	<b>4,781.23</b>	<b>25,410.77</b>	<b>15.84</b>
Dept 202.000 - ASSESSOR						
702.000	SALARIES	0.00	0.00	(2,000.00)	2,000.00	100.00
705.000	TEMPORARY & PART TIME	12,000.00	12,000.00	0.00	12,000.00	0.00

ACCOUNT DESCRIPTION	2023		YTD BALANCE 03/31/2023	AVAILABLE BALANCE	% BDGT USED
	ORIGINAL BUDGET	2023 AMENDED BUDGET			
<b>Fund 101 - GENERAL FUND</b>					
<b>Expenditures</b>					
709.000 SOCIAL SECURITY/MEDICARE	5,056.00	5,056.00	1,107.72	3,948.28	21.91
752.000 OFFICE SUPPLIES	200.00	200.00	0.00	200.00	0.00
800.000 CONTRACTUAL SERVICES	54,080.00	54,080.00	14,480.00	39,600.00	26.78
802.000 MEMBERSHIP - PUBLICATION	300.00	300.00	95.00	205.00	31.67
826.000 LEGAL/CONSULTING SERVICES	2,000.00	2,000.00	0.00	2,000.00	0.00
860.000 TRAVEL	300.00	300.00	0.00	300.00	0.00
<b>Total Dept 202.000 - ASSESSOR</b>	<b>73,936.00</b>	<b>73,936.00</b>	<b>13,682.72</b>	<b>60,253.28</b>	<b>18.51</b>
<b>Dept 215.000 - CLERK</b>					
702.000 SALARIES	118,070.00	118,070.00	27,150.39	90,919.61	23.00
709.000 SOCIAL SECURITY/MEDICARE	9,033.00	9,033.00	1,940.37	7,092.63	21.48
755.000 OTHER SUPPLIES	600.00	600.00	30.54	569.46	5.09
802.000 MEMBERSHIP - PUBLICATION	400.00	400.00	160.00	240.00	40.00
826.000 LEGAL/CONSULTING SERVICES	6,000.00	6,000.00	4,788.00	1,212.00	79.80
840.000 TRAINING & EDUCATION	5,900.00	5,900.00	1,389.31	4,510.69	23.55
956.000 MISCELLANEOUS	500.00	500.00	126.50	373.50	25.30
957.000 CAPITAL OUTLAY	2,000.00	2,000.00	0.00	2,000.00	0.00
<b>Total Dept 215.000 - CLERK</b>	<b>142,503.00</b>	<b>142,503.00</b>	<b>35,585.11</b>	<b>106,917.89</b>	<b>24.97</b>
<b>Dept 247.000 - BOARD OF REVIEW</b>					
709.000 SOCIAL SECURITY/MEDICARE	153.00	153.00	34.22	118.78	22.37
710.000 PER MEETING COMPENSATION	2,000.00	2,000.00	936.00	1,064.00	46.80
860.000 TRAVEL	100.00	100.00	0.00	100.00	0.00
901.000 ADVERTISING	500.00	500.00	0.00	500.00	0.00
<b>Total Dept 247.000 - BOARD OF REVIEW</b>	<b>2,753.00</b>	<b>2,753.00</b>	<b>970.22</b>	<b>1,782.78</b>	<b>35.24</b>
<b>Dept 253.000 - TREASURER</b>					
702.000 SALARIES	50,836.00	50,836.00	12,053.81	38,782.19	23.71
709.000 SOCIAL SECURITY/MEDICARE	3,889.00	3,889.00	836.38	3,052.62	21.51
713.000 OVERTIME	0.00	0.00	109.20	(109.20)	100.00
728.000 PRINTING	1,000.00	1,000.00	0.00	1,000.00	0.00
729.000 POSTAGE	4,500.00	4,500.00	0.00	4,500.00	0.00
752.000 OFFICE SUPPLIES	200.00	200.00	0.00	200.00	0.00
801.000 PROFESSIONAL SERVICES	14,000.00	14,000.00	9,478.00	4,522.00	67.70
802.000 MEMBERSHIP - PUBLICATION	100.00	100.00	99.00	1.00	99.00
840.000 TRAINING & EDUCATION	500.00	500.00	199.00	301.00	39.80
860.000 TRAVEL	300.00	300.00	0.00	300.00	0.00
901.000 ADVERTISING	100.00	100.00	0.00	100.00	0.00
956.000 MISCELLANEOUS	200.00	200.00	20.00	180.00	10.00
<b>Total Dept 253.000 - TREASURER</b>	<b>75,625.00</b>	<b>75,625.00</b>	<b>22,795.39</b>	<b>52,829.61</b>	<b>30.14</b>
<b>Dept 258.000 - TECHNOLOGY</b>					
755.000 OTHER SUPPLIES	1,001.00	1,001.00	158.32	842.68	15.82
778.000 EQUIPMENT MAINTENANCE	2,000.00	2,000.00	70.00	1,930.00	3.50
800.000 CONTRACTUAL SERVICES	25,000.00	25,000.00	11,078.13	13,921.87	44.31
802.000 MEMBERSHIP - PUBLICATION	200.00	200.00	0.00	200.00	0.00
853.000 TELEPHONE	6,720.00	6,720.00	2,661.28	4,058.72	39.60
956.000 MISCELLANEOUS	100.00	100.00	0.00	100.00	0.00
957.000 CAPITAL OUTLAY	12,300.00	12,300.00	0.00	12,300.00	0.00
<b>Total Dept 258.000 - TECHNOLOGY</b>	<b>47,321.00</b>	<b>47,321.00</b>	<b>13,967.73</b>	<b>33,353.27</b>	<b>29.52</b>
<b>Dept 265.000 - TOWNSHIP HALL &amp; GROUNDS</b>					
770.000 BUILDING MAINTENANCE	17,150.00	17,150.00	801.84	16,348.16	4.68
776.000 JANITORIAL SUPPLIES	4,000.00	4,000.00	698.56	3,301.44	17.46
800.000 CONTRACTUAL SERVICES	500.00	500.00	80.00	420.00	16.00
920.000 UTILITIES	38,180.00	38,180.00	9,235.44	28,944.56	24.19
956.000 MISCELLANEOUS	10,625.00	10,625.00	705.57	9,919.43	6.64
957.000 CAPITAL OUTLAY	130,000.00	130,000.00	0.00	130,000.00	0.00
<b>Total Dept 265.000 - TOWNSHIP HALL &amp; GROUNDS</b>	<b>200,455.00</b>	<b>200,455.00</b>	<b>11,521.41</b>	<b>188,933.59</b>	<b>5.75</b>
<b>Dept 285.000 - OTHER GENERAL GOVERNMENT</b>					
728.000 PRINTING	700.00	700.00	313.08	386.92	44.73
729.000 POSTAGE	5,508.00	5,508.00	481.48	5,026.52	8.74
732.000 COPIER	8,000.00	8,000.00	137.70	7,862.30	1.72

ACCOUNT DESCRIPTION	2023		YTD BALANCE 03/31/2023	AVAILABLE BALANCE	% BDGT USED
	ORIGINAL BUDGET	2023 AMENDED BUDGET			
<b>Fund 101 - GENERAL FUND</b>					
<b>Expenditures</b>					
752.000 OFFICE SUPPLIES	5,000.00	5,000.00	295.06	4,704.94	5.90
840.000 TRAINING & EDUCATION	14,500.00	14,500.00	364.50	14,135.50	2.51
910.000 INSURANCE & BONDS	76,480.00	76,480.00	39,843.25	36,636.75	52.10
925.000 HEALTH INSURANCE	221,946.00	221,946.00	94,298.90	127,647.10	42.49
926.000 PENSION	100,535.00	100,535.00	20,286.02	80,248.98	20.18
927.000 UNEMPLOYMENT TAXES	2,993.00	2,993.00	0.00	2,993.00	0.00
951.000 CONTINGENCY	17,000.00	17,000.00	0.00	17,000.00	0.00
952.000 SALARY/BENEFIT CONTINGENCY	13,000.00	13,000.00	0.00	13,000.00	0.00
956.000 MISCELLANEOUS	900.00	900.00	180.00	720.00	20.00
<b>Total Dept 285.000 - OTHER GENERAL GOVERNMENT</b>	<b>466,562.00</b>	<b>466,562.00</b>	<b>156,199.99</b>	<b>310,362.01</b>	<b>33.48</b>
<b>Dept 305.000 - POLICE DEPARTMENT</b>					
702.000 SALARIES	359,278.00	359,278.00	61,893.04	297,384.96	17.23
705.000 TEMPORARY & PART TIME	25,500.00	25,500.00	144.00	25,356.00	0.56
709.000 SOCIAL SECURITY/MEDICARE	31,348.00	31,348.00	5,902.32	25,445.68	18.83
713.000 OVERTIME	25,000.00	25,000.00	7,886.01	17,113.99	31.54
728.000 PRINTING	1,200.00	1,200.00	0.00	1,200.00	0.00
729.000 POSTAGE	500.00	500.00	0.00	500.00	0.00
742.000 VEHICLE OPERATIONS	20,000.00	20,000.00	1,909.19	18,090.81	9.55
745.000 UNIFORMS & ACCESSORIES	5,000.00	5,000.00	539.02	4,460.98	10.78
746.000 ANIMAL WELFARE	1,400.00	1,400.00	252.50	1,147.50	18.04
752.000 OFFICE SUPPLIES	1,500.00	1,500.00	97.73	1,402.27	6.52
755.000 OTHER SUPPLIES	950.00	950.00	0.00	950.00	0.00
778.000 EQUIPMENT MAINTENANCE	12,500.00	12,500.00	826.71	11,673.29	6.61
800.000 CONTRACTUAL SERVICES	21,700.00	21,700.00	6,466.26	15,233.74	29.80
802.000 MEMBERSHIP - PUBLICATION	325.00	325.00	235.00	90.00	72.31
840.000 TRAINING & EDUCATION	7,500.00	7,500.00	475.00	7,025.00	6.33
956.000 MISCELLANEOUS	200.00	200.00	57.75	142.25	28.88
957.000 CAPITAL OUTLAY	17,200.00	17,200.00	0.00	17,200.00	0.00
<b>Total Dept 305.000 - POLICE DEPARTMENT</b>	<b>531,101.00</b>	<b>531,101.00</b>	<b>86,684.53</b>	<b>444,416.47</b>	<b>16.32</b>
<b>Dept 340.000 - FIRE DEPARTMENT</b>					
709.000 SOCIAL SECURITY/MEDICARE	3,397.00	3,397.00	122.29	3,274.71	3.60
710.000 PER MEETING COMPENSATION	44,400.00	44,400.00	4,080.18	40,319.82	9.19
715.000 TRAINING	8,000.00	8,000.00	1,212.12	6,787.88	15.15
742.000 VEHICLE OPERATIONS	4,500.00	4,500.00	433.28	4,066.72	9.63
745.000 UNIFORMS & ACCESSORIES	16,500.00	16,500.00	1,448.85	15,051.15	8.78
772.000 EQUIPMENT	7,000.00	7,000.00	4,015.77	2,984.23	57.37
778.000 EQUIPMENT MAINTENANCE	24,750.00	24,750.00	2,567.42	22,182.58	10.37
802.000 MEMBERSHIP - PUBLICATION	500.00	500.00	75.00	425.00	15.00
808.000 SERVICE CONTRACTS	2,000.00	2,000.00	0.00	2,000.00	0.00
840.000 TRAINING & EDUCATION	5,150.00	5,150.00	1,134.78	4,015.22	22.03
956.000 MISCELLANEOUS	1,250.00	1,250.00	291.81	958.19	23.34
957.000 CAPITAL OUTLAY	90,000.00	90,000.00	0.00	90,000.00	0.00
<b>Total Dept 340.000 - FIRE DEPARTMENT</b>	<b>207,447.00</b>	<b>207,447.00</b>	<b>15,381.50</b>	<b>192,065.50</b>	<b>7.41</b>
<b>Dept 440.000 - STREETS</b>					
767.000 SIGNS & MARKERS	750.00	750.00	0.00	750.00	0.00
780.000 MAINTENANCE	1,000.00	1,000.00	0.00	1,000.00	0.00
928.000 STREET LIGHTS	21,000.00	21,000.00	4,636.86	16,363.14	22.08
<b>Total Dept 440.000 - STREETS</b>	<b>22,750.00</b>	<b>22,750.00</b>	<b>4,636.86</b>	<b>18,113.14</b>	<b>20.38</b>
<b>Dept 526.000 - SANITARY LANDFILL</b>					
800.000 CONTRACTUAL SERVICES	5,300.00	5,300.00	974.58	4,325.42	18.39
956.000 MISCELLANEOUS	30,000.00	30,000.00	0.00	30,000.00	0.00
<b>Total Dept 526.000 - SANITARY LANDFILL</b>	<b>35,300.00</b>	<b>35,300.00</b>	<b>974.58</b>	<b>34,325.42</b>	<b>2.76</b>
<b>Dept 756.000 - RECREATION AND PROPERTIES</b>					
702.000 SALARIES	114,173.00	114,173.00	20,079.49	94,093.51	17.59
705.000 TEMPORARY & PART TIME	12,000.00	12,000.00	0.00	12,000.00	0.00
709.000 SOCIAL SECURITY/MEDICARE	9,653.00	9,653.00	1,704.69	7,948.31	17.66
713.000 OVERTIME	3,500.00	3,500.00	0.00	3,500.00	0.00
742.000 VEHICLE OPERATIONS	12,200.00	12,200.00	1,721.52	10,478.48	14.11
770.000 BUILDING MAINTENANCE	5,300.00	5,300.00	233.54	5,066.46	4.41
778.000 EQUIPMENT MAINTENANCE	3,000.00	3,000.00	366.39	2,633.61	12.21
790.000 GROUNDS AND EQUIP MAINTENANCE	162,000.00	162,000.00	1,671.56	160,328.44	1.03
801.000 PROFESSIONAL SERVICES	250.00	250.00	0.00	250.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CHOCOLAY TOWNSHIP  
 PERIOD ENDING 03/31/2023  
 % Fiscal Year Completed: 24.66

ACCOUNT DESCRIPTION	2023		YTD BALANCE 03/31/2023	AVAILABLE BALANCE	% BGD USED
	ORIGINAL BUDGET	2023 AMENDED BUDGET			
Fund 101 - GENERAL FUND					
Expenditures					
853.000 TELEPHONE	1,000.00	1,000.00	40.97	959.03	4.10
920.000 UTILITIES	2,375.00	2,375.00	384.46	1,990.54	16.19
956.000 MISCELLANEOUS	2,800.00	2,800.00	0.00	2,800.00	0.00
957.000 CAPITAL OUTLAY	242,500.00	242,500.00	0.00	242,500.00	0.00
<b>Total Dept 756.000 - RECREATION AND PROPERTIES</b>	<b>570,751.00</b>	<b>570,751.00</b>	<b>26,202.62</b>	<b>544,548.38</b>	<b>4.59</b>
Dept 800.000 - ZONING					
702.000 SALARIES	113,251.00	113,251.00	26,134.86	87,116.14	23.08
709.000 SOCIAL SECURITY/MEDICARE	8,664.00	8,664.00	1,898.77	6,765.23	21.92
750.000 MEETING SUPPLIES	100.00	100.00	0.00	100.00	0.00
755.000 OTHER SUPPLIES	200.00	200.00	0.00	200.00	0.00
801.000 PROFESSIONAL SERVICES	1,050.00	1,050.00	0.00	1,050.00	0.00
802.000 MEMBERSHIP - PUBLICATION	500.00	500.00	0.00	500.00	0.00
860.000 TRAVEL	1,000.00	1,000.00	0.00	1,000.00	0.00
956.000 MISCELLANEOUS	200.00	200.00	0.00	200.00	0.00
<b>Total Dept 800.000 - ZONING</b>	<b>124,965.00</b>	<b>124,965.00</b>	<b>28,033.63</b>	<b>96,931.37</b>	<b>22.43</b>
Dept 805.000 - ZONING/PLANNING COMMISSION					
709.000 SOCIAL SECURITY/MEDICARE	502.00	502.00	24.28	477.72	4.84
710.000 PER MEETING COMPENSATION	6,552.00	6,552.00	1,674.40	4,877.60	25.56
729.000 POSTAGE	2,400.00	2,400.00	0.00	2,400.00	0.00
801.000 PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	1,000.00	0.00
802.000 MEMBERSHIP - PUBLICATION	650.00	650.00	0.00	650.00	0.00
860.000 TRAVEL	150.00	150.00	0.00	150.00	0.00
901.000 ADVERTISING	1,500.00	1,500.00	0.00	1,500.00	0.00
<b>Total Dept 805.000 - ZONING/PLANNING COMMISSION</b>	<b>12,754.00</b>	<b>12,754.00</b>	<b>1,698.68</b>	<b>11,055.32</b>	<b>13.32</b>
Dept 815.000 - ZONING/APPEALS BOARD					
709.000 SOCIAL SECURITY/MEDICARE	172.00	172.00	4.51	167.49	2.62
710.000 PER MEETING COMPENSATION	2,247.00	2,247.00	312.00	1,935.00	13.89
801.000 PROFESSIONAL SERVICES	500.00	500.00	0.00	500.00	0.00
860.000 TRAVEL	150.00	150.00	0.00	150.00	0.00
901.000 ADVERTISING	1,500.00	1,500.00	289.33	1,210.67	19.29
<b>Total Dept 815.000 - ZONING/APPEALS BOARD</b>	<b>4,569.00</b>	<b>4,569.00</b>	<b>605.84</b>	<b>3,963.16</b>	<b>13.26</b>
<b>TOTAL EXPENDITURES</b>	<b>2,762,077.00</b>	<b>2,762,077.00</b>	<b>471,404.08</b>	<b>2,290,672.92</b>	<b>17.07</b>
Fund 101 - GENERAL FUND:					
TOTAL REVENUES	2,779,572.00	2,779,572.00	217,004.00	2,562,568.00	7.81
TOTAL EXPENDITURES	2,762,077.00	2,762,077.00	471,404.08	2,290,672.92	17.07
<b>NET OF REVENUES &amp; EXPENDITURES</b>	<b>17,495.00</b>	<b>17,495.00</b>	<b>(254,400.08)</b>	<b>271,895.08</b>	<b>1,454.13</b>

06/08/2023

CHECK REGISTER FOR CHOCOLAY TOWNSHIP  
CHECK DATE FROM 06/08/2023 - 06/08/2023

Check Date	Check	Vendor Name	Amount
Bank GEN GENERAL CHECKING			
06/08/2023	26176	ACE HARDWARE	60.53
06/08/2023	26177	ALGER-DELTA CO-OPERATIVE	1,697.89
06/08/2023	26178	BARAGA TELEPHONE COMPANY	2.26
06/08/2023	26179	BENSINGER, COTANT, & MENKES,PC	828.00
06/08/2023	26180	CHOCOLAY TOWNSHIP HEALTH	20,000.00
06/08/2023	26181	CHOCOLAY TWP. VOL. FIRE. DEPT.	327.60
06/08/2023	26182	GUARDIAN PEST SOLUTIONS	1,010.00
06/08/2023	26183	JEFFERSON FIRE & SAFETY	1,608.25
06/08/2023	26184	LASCO DEVELOPMENT CORPORATION	1,032.00
06/08/2023	26185	MARQUETTE AREA 4TH OF JULY	1,000.00
06/08/2023	26186	MARQUETTE BD OF LIGHT & POWER	4,381.37
06/08/2023	26187	MENARDS	732.63
06/08/2023	26188	MICHIGAN MUNICIPAL RISK	11,481.25
06/08/2023	26189	MICHIGAN RURAL WATER ASSOCIATION	535.00
06/08/2023	26190	MICHIGAN TOWNSHIPS ASSOCIATION	7,017.41
06/08/2023	26191	NORTHSTAR EMPLOYEE ASSISTANCE	270.00
06/08/2023	26192	PENINSULA FIBER NETWORK LLC	506.90
06/08/2023	26193	PITNEY BOWES GLOBAL FINANCIAL	198.90
06/08/2023	26194	STATE TAX COMMISSION	150.00
06/08/2023	26195	WASTE MANAGEMENT OF WI-MN	150.00

GEN TOTALS:

Total of 20 Checks:	52,989.99
Less 0 Void Checks:	0.00
Total of 20 Disbursements:	52,989.99

<b>GENERAL FUND</b>	\$	<b>46,796.82</b>
<b>CAPITAL FUND</b>	\$	<b>1,500.77</b>
<b>SEWER FUND</b>	\$	<b>4,692.40</b>
	\$	<b>52,989.99</b>

06/19/2023

CHECK REGISTER FOR CHOCOLAY TOWNSHIP  
CHECK DATE FROM 06/19/2023 - 06/19/2023

Check Date	Check	Vendor Name	Amount
Bank GEN GENERAL CHECKING			
06/19/2023	26196	ACCIDENT FUND OF MICHIGAN	2,454.50
06/19/2023	26197	AMAZON CAPITAL SERVICES	60.95
06/19/2023	26198	ANDERSON, TACKMAN & CO.	1,000.00
06/19/2023	26199	CASH	12.27
06/19/2023	26200	CDW-G GOVERNMENT	572.34
06/19/2023	26201	CITY OF MARQUETTE	6,735.49
06/19/2023	26202	ELAN FINANCIAL SERVICES	515.89
06/19/2023	26203	JEFFERSON FIRE & SAFETY	158,575.75
06/19/2023	26204	MARQUETTE BUILDERS EXCHANGE	223.00
06/19/2023	26205	MARQUETTE COUNTY LAND BANK AUTH	3,500.00
06/19/2023	26206	MENARDS	486.80
06/19/2023	26207	MICHIGAN STATE POLICE	143.00
06/19/2023	26208	MINING JOURNAL	427.44
06/19/2023	26209	MPH INDUSTRIES, INC.	185.40
06/19/2023	26210	NAPA AUTO PARTS	25.98
06/19/2023	26211	SPECTRUM BUSINESS	239.98
06/19/2023	26212	TOTAL TOOL	261.42
06/19/2023	26213	UNITED STATES TREASURY	42.00
06/19/2023	26214	VERIZON	565.93
06/19/2023	26215	WASTE MANAGEMENT OF WI-MN	274.86
06/19/2023	26216	WEX BANK	1,502.69

GEN TOTALS:

Total of 21 Checks:	177,805.69
Less 0 Void Checks:	0.00
Total of 21 Disbursements:	177,805.69

<b>GENERAL FUND</b>	\$	<b>11,532.76</b>
<b>CAPITAL FUND</b>	\$	<b>158,575.75</b>
<b>SEWER FUND</b>	\$	<b>7,697.18</b>
	\$	<b>177,805.69</b>

06/28/2023

CHECK REGISTER FOR CHOCOLAY TOWNSHIP  
CHECK DATE FROM 06/28/2023 - 06/28/2023

Check Date	Check	Vendor Name	Amount
Bank GEN GENERAL CHECKING			
06/28/2023	6(A)	WEX BANK	1,436.22
06/28/2023	26217	ACE HARDWARE	68.69
06/28/2023	26218	AMAZON CAPITAL SERVICES	35.64
06/28/2023	26219	CDW-G GOVERNMENT	1,137.06
06/28/2023	26220	DELTA DENTAL	1,128.69
06/28/2023	26221	LASCO DEVELOPMENT CORPORATION	1,016.50
06/28/2023	26222	MARQUETTE BD OF LIGHT & POWER	3,770.34
06/28/2023	26223	MARQUETTE COUNTY	20.79
06/28/2023	26224	MEDICAL AIR SERVICES ASSOCIATION	180.00
06/28/2023	26225	MENARDS	778.07
06/28/2023	26226	MESC-STATE OF MICHIGAN	63.00
06/28/2023	26227	MIDAMERICA ADMINISTRATIVE &	1,587.18
06/28/2023	26228	NYE UNIFORM COMPANY	310.09
06/28/2023	26229	PINESHEARS TREE SERVICE LLC	4,800.00
06/28/2023	26230	POMP'S TIRE SERVICE, INC.	647.49
06/28/2023	26231	SBAM PLAN	16,739.32
06/28/2023	26232	SEMCO ENERGY GAS COMPANY	528.58
06/28/2023	26233	STANDARD INSURANCE COMPANY	962.51
06/28/2023	26234	TOTAL TOOL	146.25
06/28/2023	26235	VSP-VISION SERVICE PLAN	736.55

GEN TOTALS:

Total of 20 Checks:	36,092.97
Less 0 Void Checks:	0.00
Total of 20 Disbursements:	36,092.97

<b>GENERAL FUND</b>	<b>\$ 33,592.11</b>
<b>SEWER FUND</b>	<b>\$ 2,500.86</b>
	<b>\$ 36,092.97</b>

# Chocolay Township Payroll

Date	Amount	Check Numbers
June 8, 2023	\$ 30,515.48	DD3362 - DD3398
BIWKLY / FIRE	\$ 4,210.27	11368-11374 (11373 VOIDED)
	\$ 8,963.32	Federal ACH
	\$ 1,532.87	Michigan ACH
	\$ 3,555.39	Mers ACH Employer/Employee
	\$ 48,777.33	Total Payroll
June 22, 2023	\$ 28,507.31	DD3399- DD3428
BIWKLY / MTHLY	\$ 3,999.91	11375 - 11380
	\$ 8,872.05	Federal ACH
	\$ 1,484.17	Michigan ACH
	\$ 3,496.15	Mers ACH Employer/Employee
	\$ 46,359.59	Total Payroll





---

**Suggested Vote: Michigan MABAS Adoption**

Meeting: Board Meeting July 10, 2023

**Suggested Vote:**

**Motion By:** \_\_\_\_\_ **Supported By:** \_\_\_\_\_ authorizing the Supervisor and Clerk to sign the agreement joining the Michigan Mutual Aid Box Alarm System Association for Chocolay Township.

Simple Vote



## Chocolay Township Fire-Rescue

5010 U.S. 41 S.  
Marquette, MI 49855  
(906) 249-1448

Email: [fire@chocolay.org](mailto:fire@chocolay.org)  
<http://www.chocolay.org/fire/fire.php>

### Issue Brief: Michigan Mutual Aid Box Alarm System (MI MABAS)

Meeting: Discussion July Board Meeting

Date: July 10, 2023

#### Issue Brief:

Should the Chocolay Township Board of Trustees adopt the Michigan Mutual Aid Box Alarm System Agreement (MI MABAS).

#### Background:

Fire Departments handle most calls without the need for mutual aid assistance from other departments for most emergency calls. Calls that require mutual aid find the Incident Commander asking the dispatch center for necessary resources. This works for smaller mutual aid calls that fire departments in the area can handle.

When a major emergency event happens within a community, local resources quickly become exhausted and require a regional, state or federal response. There are several ways to request these resources. The regional response can bring resources quickly but can be the most challenging for an incident commander without a single contact point for this request. MI MABAS provides that single point of contact for regional response.

Departments that aren't on the MI MABAS agreement, the County Emergency Manager would need to start calling other County Emergency Managers asking for resources to help mitigate the situation. This takes significant time when time is critical. This also is a concern as resources coming to help won't have a signed mutual aid agreement therefore putting liability onto the department requesting aid.

MI MABAS solves these issues when those major emergencies happen. MI MABAS provides a streamlined process for requesting, receiving and giving aid for emergency situations when a local response can't handle the emergency. Emergencies such as large fires, tornadoes, wildfires, floods and terrorist attacks are a few examples that can exhaust local resources and require the request of additional resources or mission ready specialized strike teams to mitigate the hazards.

The Marquette County Firefighters Association, which represents the 19 Marquette County Fire Departments, has had two presentations on MI MABAS. One from the Director of MI MABAS and one from the Menominee County MABAS Representative. Both focused on different aspects and benefits of joining MI MABAS. Benefits to members who adopted the MI MABAS agreement included:

- Fire and Rescue Resources available Interstate and Intrastate,
- Mutual aid agreement with other fire departments that sign the agreement,
- Requesting resources outside your local jurisdiction are streamlined to save time and limit duplication.

At the last Marquette County Firefighters Association meeting in June, MI MABAS was discussed, and the majority of the fire chiefs are in favor of working with their respective boards on MI MABAS adoption.

Currently there are 3 Upper Peninsula Counties that are MI MABAS members. Iron, Dickinson and Menominee counties have all joined. Marquette, Delta and Schoolcraft and working to adopt MI MABAS. In Lower Michigan, there are 34 counties that have joined, with 12 counties pending.

**Analysis:**

MI MABAS has no fees to join and no annual membership fees. The benefit of having unlimited resource and highly specialized teams available to support Chocolay Township should a major disaster occur provide the added element to our emergency planning.

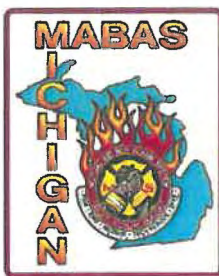
**Recommendation:**

Weighing the risk versus reward benefit of the MI MABAS program, the added protections MI MABAS provides at the time of need provide Chocolay Township with the added resources should a major disaster occur. The Chocolay Township Fire Rescue Department is in strong support of this resource center and asks the Chocolay Township Board of Trustee to consider adopting MI MABAS.

---

Author: Lee Gould

Date: 06/30/2023



# Getting Started Checklist

## MABAS – Michigan

MABAS-Michigan (MABAS-MI), the Mutual Aid Box Alarm System-Michigan, is a user driven system designed to streamline requesting and providing emergency service resources across the State and Great Lakes Region. MABAS originated in the Chicago area in the late 1960's as local fire departments recognized the need for a system oriented process to request and provide mutual aid. In Illinois, MABAS has grown to over 60 divisions representing over 1100 fire departments. MABAS is also operational in Wisconsin, Indiana, and in portions of other Midwest states.

While MABAS-MI does not alter or replace local mutual aid agreements, it provides the framework for intrastate and interstate mutual aid, as well as for day to day assistance. Mutual aid agreements should be periodically reviewed and updated. To avoid duplication of effort, adoption of MABAS-MI offers the fire service an opportunity to streamline its number of mutual aid agreements.

In order to begin the process, MABAS-MI has identified the following steps:

### ◆ Establish a Working Group

The basic building block of MABAS is the *division*. A division may be the fire departments in a portion of a county, the entire county, or several counties. Organizing all of the departments in a current mutual aid group is a logical starting point for a division since these departments have previously agreed to work together. If a division is formed in a geographic area and not all of the fire departments within that area elect to join, the MABAS-MI Executive Board will typically not allow another division to be formed in that same geographic area unless the population is great enough that two divisions are warranted. Many MABAS divisions have formed from existing county fire chiefs or mutual aid groups; however, this is not a mandatory requirement. Counties that share borders and have reduced population density may join together to form a single division, while a county with a larger population or larger geographical area may choose to develop more than one division.

It is recommended that existing organizations form steering committees or workgroups to address these major steps. If the interest exists, this committee will provide the management and support that will be necessary for completing the process. The steering committee will prove to be a valuable asset for the member agencies, and will directly impact the amount of time the implementation process will take.

#### ◆ **Contact MABAS-MI**

When members of the prospective division decide to pursue joining MABAS-MI, the journey begins by contacting MABAS-MI by e-mail to advise the state organization of the interest in forming a division. The MABAS-MI Executive Board will provide an overview of the process and discuss the resources available including: the MABAS-MI orientation presentation, speakers who will attend meetings to explain the program and the process and assistance with box alarm card development. Visit the MABAS-MI website [www.mabasmi.org](http://www.mabasmi.org) and use the “Contact MABAS” link to communicate with the MABAS-MI Executive Board officers. You may also request to have your email address placed on the MABAS-MI email group. You will then be provided with periodic updates regarding MABAS-MI activities.

#### ◆ **Communications**

Invariably, interoperable communications becomes the most discussed and misunderstood step in the planning and implementing process. Much has been written about interoperability, P25 compliance, narrow-banding and the confusion created by Federal grant guidance and requirements.

In other states, all MABAS radio communications occur on simplex, VHF (150-160 MHz) high band frequencies. In these states, MABAS radio communications occur on 2 separate, but necessary levels. The first level is dispatching - the primary dispatch radio frequency on IFERN (Interagency Fire Emergency Radio Network). Dispatch communications include alerting of member agencies, communications with resources reporting their responding and in-staging status, and where initial assignments are given by the incident commander. The second level of communication is at the incident operations level (typically on MABAS Red, White and Blue fire ground simplex frequencies) where all tactical/incident level communications occur. Only the incident commander communicates on both of these communication levels.

In Michigan, MABAS-MI has licensed the eight MABAS VHF mutual frequencies for statewide use. While these frequencies are licensed statewide in Michigan, there are several challenges to the traditional MABAS communications architecture:

- Several of the standardized MABAS mutual aid radio frequencies are being utilized for dispatch and other fire service uses.
- The proximity of Canada to the State of Michigan imposes some restrictions on the use of the mutual aid frequencies in border regions of the state.
- Many fire departments have migrated to UHF and 800 MHz radio systems functionally abandoning the VHF spectrum for fire operations.

To address these issues, MABAS-MI has implemented the following policies:

- MABAS-MI divisions may utilize their existing communications infrastructure to accomplish their primary intradivisional dispatching and tactical communication requirements.
- Each division must address interdivisional dispatching and tactical radio communications with their neighboring divisions and must also develop a plan to address these levels of communications.
- It is MABAS-MI's policy that any regional, multi-regional, intrastate, or interstate deployment of MABAS-MI resources be equipped with the MABAS standard VHF mutual aid radio communications capability. This may be accomplished by each department maintaining a cache of VHF mobile and portable radios that may be deployed with responding units.

In addition to the radio spectrum issues, each division will need to designate primary and back up dispatch centers for MABAS-MI dispatching. If there is only one dispatch center for the entire area, then consider the neighboring MABAS-MI division or county dispatch center as the backup. Each dispatch center must also have common communications capabilities with the fire departments within their division.

### ◆ **MABAS Adoption by Local Governments**

The MABAS-MI Agreement is an intergovernmental agreement and must:

- Be approved by a resolution of the governing body of each participating government agency.
- Be signed by the appropriate elected official from each participating government agency.
- Be filed with the Clerk's Office in the County of the participating jurisdiction.

- Be filed with the Michigan Secretary of State prior to its effective date (the MABAS Executive Board can aid in this State filing)

MABAS-MI has provided sample resolutions to assist in developing the resolution. The sample resolutions can be found on the website. A copy of the signed resolution for each member department of the division must be included in the application package.

### ◆ MABAS-MI Agreement

The Agreement provides the legal parameters for intrastate and interstate mutual aid such as the liability, Worker's Compensation and indemnification language that is required of interlocal agreements.

The Agreement wording and provisions cannot be changed and is only available in an Adobe format, with exception of the signature page. The signature page can be changed to fit the format needs of the local municipality. The completed division Agreement must be Included in the application package. Visit the MAFC website, in the MABAS Section for the Agreement and the signature page. Contact the MABAS-MI Executive Board for any assistance with the agreement.

### ◆ MEMAC Agreement (No Longer a Requirement)

The MABAS Executive Board at their May 2013 meeting, voted to eliminate the requirement for departments to sign the MEMAC agreement as a condition to join MABAS. The MEMAC agreement provides for reimbursement if a department responds pursuant to a governor's declaration of disaster. In addition, MEMAC is the vehicle that permits local resources to be deployed interstate via an Emergency Management Assistance Compact (EMAC) request. All MABAS member departments are strongly encouraged to sign the MEMAC agreement; however it is no longer a requirement to join MABAS.

### ◆ Application for Division Status

When the prospective division is ready, it must submit a complete application package to the MABAS-MI Executive Committee. The application package MUST contain all of the documents listed below:

1. Letter of Intent: A letter of intent requesting recognition as a MABAS-MI division which includes a description of the geographic area to be included in the division.

2. By-Laws: A draft copy of your divisional by-laws.
3. Member Department Contact Information: A list identifying each member department, department address, mailing address (if different), contact person, telephone number, fax number, and email address.
4. Dispatch Centers: A confirmation letter from your dispatch center(s), identifying the division's primary and backup dispatch centers, contact person, telephone and fax number, and email address for each center.
5. Division Officers: A list of the division officers, their title/position, their department name, address, mailing address (if different), telephone number, fax number, and email address.
6. Division Representative: A Division Representative that will serve on the MABAS Executive board shall be identified. Also provide contact information for this individual. A Proxy form shall be completed to designate an alternate representative that may vote in the absence of the designated Division Representative.
7. Plan Coordinator: A Plan Coordinator shall be identified, and contact information provided for this individual.
8. Agreements: Copies (scanned/disk or hard copy) of each of the following shall be submitted:
  - A. A copy of each member department's signed resolution from the governing body adopting the MABAS Agreement.
  - B. A copy of each member department's signed MABAS Agreement; only the first page and the signature page are required to be submitted.

The Executive Board will review the division application and if complete, will approve the application and assign the division number. The new division is responsible for selecting one of their member fire chiefs to be a voting member of the MABAS-MI Executive Board (Division Representative).

## ◆ General Operating Procedures

MABAS is based on cooperation and standardization between participating departments. To accomplish this standardized system, MABAS-MI has developed a *Field Operating Guide* (FOG). The FOG describes the procedures that have been adopted by MABAS-MI and are a starting point for the division to address response in the local area as it relates to a MABAS response.



The MABAS-MI system allows for minor changes in the procedures when operating internally within your division. When deploying between divisions, however, the MABAS-MI procedures must be followed. For example, division members may have agreed that staffing levels for engine and truck response of three personnel is acceptable for an intra-division response. If, however, there is an interdivisional response, the staffing levels of engines and trucks must staff four personnel. Much of the document contains “boiler plate” operational procedures in the MABAS system in the state but some of the procedures will not pertain to every division.

MABAS-MI has other policies, procedures, and guidelines, available on the website, including standardization of accountability, communications, system administration, standardization of organization, special operational needs and mission support structures. All official documents of MABAS-MI are approved by the Executive Board, which is comprised of the representatives of each division. Any changes in the General Operating Procedures by the division must be submitted to the MABAS-MI Secretary/Treasurer for approval by MABAS-MI Executive Board at a regular business meeting. Each approved division has representation (one member) on the Executive Board.

#### ◆ **Box Alarm Card Development**

Each division member will need to develop box alarm cards; the box alarm cards identify the required MABAS-MI resources that are necessary for a given emergency event in a given response area. Box cards simplify the ordering and dispatching of resources. There are numerous box alarm card types, however individual members must evaluate their response area risks and identify the box alarm cards that address that risk. Contact MABAS-MI Executive Board for questions and assistance with box alarm card development.

Developing box cards presents an opportunity to appreciate the value of MABAS. Box card meetings provide local emergency responders a chance to inventory available resources in their area, address specific response risks, and serve as networking sessions to discuss common challenges. Mutual aid was based on neighbor helping neighbor and these meetings serve to build a bridge and alleviate the reluctance to ask for mutual aid.

#### ◆ **Training**

Your fire, special rescue, and emergency medical personnel, as well as your dispatching personnel will require training on MABAS-MI policies and procedures. The steering committee will be the key to success of MABAS-MI implementation and therefore it is strongly suggested to have at least one training officer be part of the steering committee. MABAS-MI can provide training to your division or assist your training officer in the process. Contact the MABAS-MI Executive Board to schedule a training session in your area.

### ◆ Set “Go Live” Date

If box cards are completed early in the process, departments may begin calling each other by phone for assistance using the alarm levels established in the box cards. Depending on the number and complexity of the issues encountered, there will be a point that the new division members will decide to go live. It is a good idea to have the steering committee/workgroup monitor the start up process and provide feedback to the division members. Based on past experiences, the process used while becoming a functioning member of the largest mutual aid system in the country will be a very exciting time. Good luck and please do not hesitate to ask for help!

#### Application Package Checklist

- \_\_\_\_\_ Letter of Intent
- \_\_\_\_\_ Draft Bylaws
- \_\_\_\_\_ Member Department Contact Information
- \_\_\_\_\_ Dispatch confirmation letter(s)
- \_\_\_\_\_ List of Division Officers
- \_\_\_\_\_ Named Division Representative
- \_\_\_\_\_ Named Plan Coordinator
- \_\_\_\_\_ Copy of each division member’s signed Agreement
- \_\_\_\_\_ Copy of each division member’s signed Resolution
- \_\_\_\_\_ Copy of the Proxy Voting Form

**AMENDED MICHIGAN MUTUAL AID BOX ALARM SYSTEM ASSOCIATION  
AGREEMENT**

**Effective Date:** \_\_\_\_\_

**BETWEEN**

**PARTICIPATING POLITICAL SUBDIVISIONS AS SIGNATORIES  
TO THIS INTERLOCAL AGREEMENT**

This Agreement is entered into between the participating units of local government "Parties" that execute this Agreement and adopt its terms and conditions as provided by law. This Agreement supersedes any and all prior Agreements and amendments to the Michigan Mutual Aid Box Alarm System Association Agreement.

**WHEREAS**, the Constitution of the State of Michigan, 1963, Article VII, Section 28, authorizes units of local government to contract as provided by law; and,

**WHEREAS**, the Urban Cooperation Act, of 1967, 1967 PA 7, MCL 124.501, et seq., provides that any political subdivision of Michigan or of another state may enter into interlocal agreements for joint exercise of power, privilege, or authority that agencies share in common and might each exercise separately; and,

**WHEREAS**, the Parties have determined that it is in their best interests to enter into this Agreement to secure to each the benefits of mutual aid in fire protection, suppression, rescue and emergency medical assistance, hazardous materials control, technical rescue and/or other emergency support for an Emergency, Disaster, or other Serious Threat to Public Health and Safety; and,

**WHEREAS**, the Parties have determined that it is in their best interests to form an association to provide for communications procedures, training, and other functions to further the provision of said protection of life and property during an Emergency, Disaster, or other Serious Threat to Public Health and Safety; and

**WHEREAS**, the Constitution and people of the State of Michigan have long recognized the value of cooperation by and among the state and its political subdivisions;

NOW, THEREFORE, the Parties agree as follows:

## **SECTION ONE**

### **Purpose**

It is recognized and acknowledged that in certain situations, such as natural disasters and man-made catastrophes, no political subdivision possesses all the necessary resources to cope with every possible Emergency, Disaster or Serious Threat to Public Safety, and an effective, efficient response can be best achieved by leveraging collective resources from other political subdivisions. Further, it is acknowledged that coordination of mutual aid through the Michigan Mutual Aid Box Alarm System Association (MI-MABAS) is most effective for best practices and efficient provision of mutual aid.

## **SECTION TWO**

### **Definitions**

The Parties agree that the following words and expressions, as used in this Agreement, whenever initially capitalized, whether used in the singular or plural, possessive or non-possessive, either within or without quotation marks, shall be defined and interpreted as follows:

- A. "Agreement" means the MI-MABAS Agreement.
- B. "Michigan Mutual Aid Box Alarm System" ("MABAS") means a definite and prearranged plan whereby response and assistance is provided to a

Requesting Party by an Assisting Party in accordance with the system established and maintained by MI-MABAS Members;

- C. "Party" means a political subdivision which has entered into this Agreement as a signatory;
- D. "Requesting Party" means any Party requesting assistance under this agreement;
- E. "Assisting Party" means any Party furnishing equipment, personnel, and/or services to a Requesting Party under this agreement;
- F. "Emergency" means an occurrence or condition in a Party's jurisdiction which results in a situation of such magnitude and/or consequence that it cannot be adequately handled by the Requesting Party and such that a Requesting Party determines the necessity of requesting aid;
- G. "Disaster" means an occurrence or threat of widespread or severe damage, injury, or loss of life or property resulting from a natural or human-made cause, including fire, flood, snowstorm, ice storm, tornado, windstorm, wave action, oil spill, water contamination, utility failure, hazardous peacetime radiological incident, major transportation accident, hazardous materials incident, epidemic, air contamination, or similar occurrences resulting from terrorist activities, riots, or civil disorders;
- H. "Serious Threats to Public Health and Safety" means other threats or incidents such as those described as Disasters, of sufficient magnitude that the necessary public safety response threatens to overwhelm local resources and requires mutual aid or other assistance;

- I. "Division" means the geographically associated Parties which have been grouped for operational efficiency and representation of those Parties;
- J. "Training" means the regular scheduled practice of emergency procedures during non-emergency drills to implement the necessary joint operations of MI-MABAS;
- K. "Executive Board" means the governing body of MI-MABAS composed of Division representatives.
- L. "Effective Date" means the date on which the Agreement is first filed with the Department of State, the Office of the Great Seal, and each county where Parties are located.
- M. "Special Operations Teams" means MI-MABAS recognized teams of personnel with the requisite training and skill for Hazardous Materials Response, Technical Rescue Response (including Strike Teams and Michigan Task Force 1) and Incident Management Teams.

### **SECTION THREE**

#### **Establishment of the Association, the Divisions and Executive Board of MI-MABAS**

##### **A. Establishment of the Association**

1. The Parties intend and agree that MI-MABAS is established as separate legal entity and public body corporate pursuant to the Michigan Urban Cooperation Act of 1967, 1967 PA, MCL 124.505(c) and this Agreement.
2. Name of MI-MABAS. The formal name of the Association is "Michigan Mutual Aid Box Alarm System Association".

3. Federal Tax Status. The Parties intend that MI-MABAS and all Divisions shall be exempt from federal income tax under Section 115(1) of the Internal Revenue Code of 1986, as amended, or corresponding provisions of any future tax code
4. State and Local Tax Status. The parties intend that the MI-MABAS and all Divisions shall be exempt from all State and local taxation including, but not limited to, sales, use, income, single business, and property taxes under the applicable provisions of the laws of the State.
5. Title to MI-MABAS Property. All property is owned by MI-MABAS as a separate legal entity. MI-MABAS may hold any of its property in its own name or in the name of one (1) or more of the Parties or Divisions, as determined by the Parties.
6. Principal Office. The principal office of the Association ("Principal Office") shall be at such locations determined by the MI-MABAS Executive Board.

**B. Establishment of the Executive Board.**

An Executive Board shall be established to consider, adopt, and amend needed rules, procedures, by-laws and any other matters deemed necessary by the Parties. The Executive Board shall consist of a member elected from each Division of MI-MABAS who shall serve as the voting representative of said Division of MI-MABAS matters, and may appoint a designee from his or her Division to serve temporarily in his or her stead. Such designee shall have all rights and privileges attendant to a representative of the Division. A President and Vice President shall be elected from the representatives of the

Parties and shall serve without compensation. The President and other officers shall coordinate the activities of the MI-MABAS Association.

## **SECTION FOUR**

### **Duties of the Executive Board**

The Executive Board shall meet regularly to conduct business and to consider and publish the rules, procedures, and bylaws of the MI-MABAS Association, which shall govern the Executive Board meetings and such other relevant matters as the Executive Board shall deem necessary.

## **SECTION FIVE**

### **Rules and Procedures**

Rules, procedures, and by laws of the MI-MABAS Association shall be established by the Member Units via the Executive Board as deemed necessary for the purpose of administrative functions, the exchange of information, and the common welfare of the MI-MABAS.

## **SECTION SIX**

### **Authority and Action to Effect Mutual Aid**

- A. The Parties hereby authorize and direct their respective Fire Chief or his or her designee to take necessary and proper action to render and/or request mutual aid from the other Parties in accordance with the policies and procedure established and maintained by the MI-MABAS Association.



- B. Upon a Fire Department's receipt of a request from another Party for Fire Services, the Fire Chief, the ranking officer on duty, or other officer as designated by the Fire Chief shall have the right to commit the requested Firefighters, other personnel, and Fire Apparatus to the assistance of the requesting Party. The aid rendered shall be to the extent of available personnel and equipment not required for adequate protection of the territorial limits of the Responding Party. The judgment of the Fire Chief, or his or her designee, of the Responding Party shall be final as to the personnel and equipment available to render aid.
- C. An authorized representative of the Party which has withheld or refused to provide requested assistance under this Agreement shall immediately notify the Requesting Party, and shall submit an explanation for the refusal.

## **SECTION SEVEN**

### **Jurisdiction Over Personnel and Equipment**

Personnel dispatched to aid a party pursuant to this Agreement shall at all times remain employees of the Assisting Party, and are entitled to receive benefits and/or compensation to which they are otherwise entitled to under the Michigan Workers' Disability Compensation Act of 1969, any pension law, or any act of Congress.

Personnel dispatched intrastate to assist a party pursuant to this Agreement continue to enjoy all powers, duties, rights, privileges, and immunities as provided by Michigan Law.

When Parties are dispatched pursuant to the Emergency Management Assistance Compact (EMAC), the Parties shall adhere to all provisions of the EMAC. Personnel rendering aid shall report for direction and assignment at the scene of the emergency to the Incident Commander of the Requesting Party.

## **SECTION EIGHT**

### **Compensation for Aid**

Equipment, personnel, and/or services provided pursuant to this Agreement, absent a state or federal declaration of emergency or disaster, excluding resources for Special Operations Teams, shall be at no charge to the Requesting Party for the first eight hours. Any expenses recoverable from third parties shall be equitably distributed among Responding Parties. Requests for a response from any MI-MABAS Special Operations Team may require full and complete reimbursement to the responding Team for all expenses, including but not limited to, expenses for equipment, personnel, management and administration and all other services provided at an incident. The Executive Board shall adopt fee schedules that establish rates for Special Operations Team responses. Nothing herein shall operate to bar any recovery of funds from any state or federal agency under any existing statutes. The Parties reserve the right to waive any charges to a Requesting Party.

## **SECTION NINE**

### **Insurance**

Each Party shall procure and maintain, at its sole and exclusive expense, insurance coverage, including comprehensive liability, personal injury, property damage, worker's compensation, and, if applicable, emergency medical service professional liability, with minimum limits of \$1,000,000 auto and \$1,000,000 combined single limit general liability and professional liability. The obligations of the Section may be satisfied by a Party's membership in a self-insurance pool, a self-insurance plan, or arrangement with an insurance provider approved by the state of jurisdiction. The

Executive Board may require that copies or other evidence of compliance with the provisions of this Section be provided by the Parties to the Executive Board.

## **SECTION TEN**

### **Liability**

Each Party will be solely responsible for the acts of its own employees, agents, and subcontractors, the costs associated with those acts, and the defense of those acts. The Parties shall not be responsible for any liability or costs associated with those acts and the defense of those acts for Parties outside of their political jurisdictions. It is agreed that none of the Parties shall be liable for failure to respond for any reason to any request for Fire Services or for leaving the scene of an Incident with proper notice after responding to a request for service.

## **SECTION ELEVEN**

### **No Waiver of Governmental Immunity**

All of the privileges and immunities from liability, and exemptions from laws, ordinances and rules, and all pensions, relief, disability, worker's compensation and other benefits which apply to the activity of Parties, officers, agency, or employees of any public agents or employees of any public agency when performing their respective functions within the territorial limits for their respective agencies, shall apply to the same degree and extent to the performance of such functions and duties of such Parties, officers, agents, or employees extraterritorially under the provision of this Agreement. No provision of the Agreement is intended, nor shall any provision of this Agreement be construed, as a waiver by any Party of any governmental immunity as provided by the Act or otherwise under law.

## **SECTION TWELVE**

### **Term**

- A. The existence of MI-MABAS commences on the Effective Date and continues until terminated in accordance with this Section.
- B. Any Party may withdraw, at any time, from this Agreement for any reason, or for no reason at all, upon thirty (30) days written notice to the Association. The withdrawal of any Party shall not terminate or have any effect upon the provisions of this Agreement so long as the MI-MABAS remains composed of at least two (2) Parties. Parties withdrawing from MI-MABAS and subsequently requesting a mutual aid resource from a MI-MABAS member may be subject to reasonable fees for that resource according to the fee schedule established, and periodically reviewed and updated, by the Executive Board.

- C. This Agreement shall continue until terminated by the first to occur of the following:
- (i) The Association consists of less than two (2) Parties; or,
  - (ii) A unanimous vote of termination by the total membership of the Executive Board.

## **SECTION THIRTEEN**

### **Miscellaneous**

- A. Entire Agreement. This Agreement sets forth the entire agreement between the Parties. The language of this Agreement shall be construed as a whole according to its fair meaning and not construed strictly for or against any party. The Parties have taken all actions and secured all approvals necessary to authorize and complete this Agreement.
- B. Severability of Provisions. If a Court of competent jurisdiction finds any provision of this Agreement invalid or unenforceable, then that provision shall be deemed severed from this Agreement. The remainder of this Agreement shall remain in full force.
- C. Governing Law/Consent to Jurisdiction and Venue. This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced, and governed under the laws of the State of Michigan.
- D. Captions. The captions, headings, and titles in this Agreement are intended for the convenience of the reader and not intended to have any substantive meaning and are not to be interpreted as part of this Agreement.

- E. Terminology. All terms and words used in this Agreement, regardless of the numbers or gender in which they are used, are deemed to include any other number and any other gender as the context may require.
- F. Recitals. The Recitals shall be considered an integral part of this Agreement.
- G. Amendment. The Agreement may be amended or an alternative form of the Agreement adopted only upon written agreement and approval of the governing bodies of all Parties. Amendments to this Agreement shall be filed with the Department of State, the Office of the Great Seal, each county of the State where a Party is located, and any other governmental agency, office, and official required by law. The undersigned unit of local government or public agency hereby adopts, subscribes, and approves this Agreement to which this signature page will be attached, and agrees to be a party and be bound by the terms.
- H. Compliance with Law. The Association shall comply with all federal and State laws, rules, regulations, and orders applicable to this Agreement.
- I. No Third Party Beneficiaries. Except as expressly provided herein, this Agreement does not create, by implication or otherwise, any direct or indirect obligation, duty, promise, benefit, right of indemnification (i.e., contractual, legal, equitable, or by implication) right of subrogation as to any Party's rights in this Agreement, or any other right of any kind in favor of any individual or legal entity.
- J. Counterpart Signatures. This Agreement may be signed in counterpart. The counterparts taken together shall constitute one (1) agreement.
- K. Permits and Licenses. Each Party shall be responsible for obtaining and maintaining, throughout the term of this Agreement, all licenses, permits, certificates, and governmental authorizations for its employees and/or agents

necessary to perform all its obligations under this Agreement. Upon request, a Party shall furnish copies of any permit, license, certificate or governmental authorization to the requesting party.

- L. No Implied Waiver. Absent a written waiver, no fact, failure, or delay by a Party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either Party shall subsequently affect its right to require strict performance of this Agreement.
- M. Notices. Notices given under this Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first class U.S. mail postage prepaid to the person appointed to the governing board by the governing body of the participating agency.

\_\_\_\_\_  
Political Entity

\_\_\_\_\_  
Chief Executive Official

\_\_\_\_\_  
Date



---

**Suggested Vote: Township Entry Signs**

Meeting: Board Meeting July 10, 2023

**Suggested Vote:**

**Motion By:** \_\_\_\_\_ **Supported By:** \_\_\_\_\_ authorizing the Township Manager to enter into an agreement with Signs Unlimited for the replacement of all of the Township signs along the Township entry roads and parks.

Simple Vote



QTY 6

**Chocolay  
Township**

**RECREATION AREA**

QTY 2

**Chocolay  
Township**

**MARINA PARK**

QTY 4 2'X4'

WELCOME TO

**Chocolay  
Township**

**EST. 1860**

**Chocolay  
Township**

**LIONS FIELD**

QTY 2



***Signs Unlimited II***  
***1401 S. Front St***  
***Marquette, Michigan 49855***

***Your Professional Signmakers 906/226-7446 906/226-7937 (Fax)***

**June, 27<sup>th</sup> 2023**

Chocalay Township  
5010 US-41  
Marquette, Mi

**We offer to furnish (4) 2'x4' Metal ACP material in reflective with a high-quality thick UV protectant Laminate for the sum of....\$225.00 each**

**We offer to furnish (10) 4'x8' Metal ACP material with a high-quality UV resistant laminate for the sum of...\$325.00 each**

“**Signs Unlimited** is fully licensed and insured. All our work will be of professional quality and completed in a reasonable amount of time. All proposed items will be property of **Signs Unlimited** until final payment is received. **Signs Unlimited** accepts All credit cards as well as cash and check payments. Materials used are guaranteed to be as proposed. Any changes to the above proposal, will be considered an extra. This proposal will expire 45 days from above stated date. Please feel free to contact me if you have any questions regarding this proposal by calling **906/226-7446**. **TERMS: 50% DOWN, BALANCE UPON COMPLETION**. 1.5% finance fee for balances remaining after 30 days from invoice date. Progress Payments: Large projects, custom projects or other factors may dictate larger down payments and/or progress payments.

I accept the above sums, quantity, and specifications as proposed and authorized **SIGNS UNLIMITED** to complete the work as specified, respectfully submitted,

---

AUTHORIZED SIGNATURE  
(Please sign if you accept)

---

SIGNS UNLIMITED  
Greg Steltenpohl  
June 27<sup>th</sup>, 2023



---

**Budget Amendment – Rescue Task Force Grant**

Meeting: Discussion July Board Meeting

Date: July 10, 2023

**Issue Summary**

Due to an increase in Act of Violence incidents, a need has been identified for the development of Rescue Task Force teams. These teams serve as medical and extraction teams to provide immediate treatment of patients affected by these senseless acts. Teams work under law enforcement authority and are required to wear ballistic protection while working these emergencies. Chocolay Township Fire Department is currently developing a pilot Rescue Task Force Team in conjunction with Chocolay Township Police Department that will become a model for other agencies. Our plan is to procure the required equipment, develop Standard Operating Procedures and training with local law enforcement to ensure the teams are ready should deployment be required. This task force will eventually consist of eight members of the Chocolay Township Fire Department who would be specially trained and equipped with ballistic helmets and vests.

**Analysis:**

Chocolay Township has been awarded \$1,500 to go towards the initial equipment investment and training for the initial team.

**Recommendation:**

It is recommended that the Township Board amend the Capital Improvement Fund budget – Fire Department equipment account.

---

Author: Suzanne Sundell

Date: 07/10/23



**Capital Improvement Fund Budget Amendment #6  
Formation of Rescue Task Force**

Meeting: July Board Meeting

Date: July 10, 2023

\_\_\_\_\_ moved, \_\_\_\_\_ supported that:

Whereas, a budget was adopted by the Chocolay Township Board to govern the anticipated Capital Improvement Fund expenditures of the Township on December 12, 2022 for fiscal year 2023; and

Whereas, as a result of unanticipated changes in revenues and / or expenditures, it is necessary to modify the aforesaid budget between revenues and expenditures,

Now Therefore, Be It Hereby Resolved, that the FY2023 budget be modified as follows:

	PREVIOUS	CHANGE (+ / -)	AMENDED
REVENUE			
Miscellaneous			
401.698	\$ 14,000.00	\$ 1,500.00	\$ 15,500.00
EXPENDITURE			
Fire Department			
Equipment			
401.340.977	\$ 64,886.00	\$ 1,500.00	\$ 66,386.00

ROLL CALL VOTE

AYES:

NAYS:

Author: Suzanne Sundell

Date: 06/12/2023



---

## **Budget Amendment – Wage Reimbursement – Electronics Recycling**

Meeting: Discussion July Board Meeting

Date: July 10, 2023

**Issue Summary:**

Sands Township received a grant from Michigan’s Department of Environment, Great Lakes, and Energy (EGLE). This grant will fund an addition to the recycling program the township already has, which will be open to residents of Marquette County. The kickoff event was held on June 16 and 17 at the Sands Township Recycling and Transfer Station. For the event, Chocolay Township supplied two of our staff to help with the program, with wages being reimbursed by Sands Township.

**Analysis:**

The reimbursement check in the amount of \$218.01 was received from Sands Township.

**Recommendation:**

It is recommended that the Board amend the 2023 budget to allocate the funds back to the proper salary lines.

---

Author: Suzanne Sundell

Date: 07/10/23



**General Fund Budget Amendment #6  
Wage Reimbursement for Electronics Recycling**

Meeting: July Board Meeting

Date: July 10, 2023

\_\_\_\_\_ moved, \_\_\_\_\_ supported that:

Whereas, a budget was adopted by the Chocolay Township Board to govern the anticipated Capital Improvement Fund expenditures of the Township on December 12, 2022 for fiscal year 2023; and  
Whereas, as a result of unanticipated changes in revenues and / or expenditures, it is necessary to modify the aforesaid budget between revenues and expenditures,

Now Therefore, Be It Hereby Resolved, that the FY2023 budget be modified as follows:

	PREVIOUS	CHANGE (+ / -)	AMENDED
REVENUE			
Miscellaneous			
101.698	\$ 51,454.31	\$ 218.01	\$ 51,672.32
EXPENDITURE			
Rec & Property			
Wages			
101.756.702	\$ 114,377.40	\$ 93.90	\$ 114,471.30
Zoning			
Wages			
101.800.702	\$ 113,251.00	\$ 124.11	\$ 113,375.11

ROLL CALL VOTE

AYES:

NAYS:

Author: Suzanne Sundell

Date: 06/12/2023



---

**Budget Adjustment – MARESA Reimbursement – Special Election May 2, 2023**

Meeting: Discussion July Board Meeting

Date: July 10, 2023

**Issue Summary:** Local school districts and intermediate school districts are required to reimburse any expenses incurred by a county, city or township when conducting a regular or special election on behalf of the district. When this election is not held in conjunction with another election conducted by the county or the jurisdictions involved, the school district is responsible for 100% of the costs attributable to conducting the election. It is up to the jurisdiction to provide the detailed accounting of actual costs to the school district for reimbursement.

**Analysis:**

Staff has provided detailed information to MARESA and total reimbursement has been received for the items submitted.

**Recommendation:**

It is recommended that the Township Board amend the General Fund Budget to reimburse the Election account for costs associated with the Special Election.

---

Author: Suzanne Sundell

Date: 07/10/23





**General Fund Budget Amendment #5  
Distribution of Funds – Reimburse from MARESA May 2, 2023**

Meeting: July Board Meeting

Date: July 10, 2023

\_\_\_\_\_ moved, \_\_\_\_\_ supported that:

Whereas, a budget was adopted by the Chocolay Township Board to govern the anticipated General Fund expenditures of the Township on December 12, 2022 for fiscal year 2023; and

Whereas, as a result of unanticipated changes in revenues and / or expenditures, it is necessary to modify the aforesaid budget between revenues and expenditures,

Now Therefore, Be It Hereby Resolved, that the FY2023 budget be modified as follows:

	PREVIOUS	CHANGE (+ / -)	AMENDED
REVENUE			
Miscellaneous			
101.000.698	\$ 43,792.00	\$ 7,662.31	\$ 51,454.31
EXPENDITURE			
ELECTION			
Postage			
101.190.729	\$ 2,400.00	\$ 2,373.84	\$ 4,773.84
Supplies			
101.190.752	\$ 2,000.00	\$ 696.41	\$ 2,696.41
Per Mtg Compensation			
101.190.710	\$ 10,000.00	\$ 3,131.50	\$ 13,131.50
Election OT			
101.190.713	\$ 1,000.00	\$ 983.60	\$ 1,983.60
Wages - DPW Staff			
101.756.702	\$ 114,173.00	\$ 204.40	\$ 114,377.40
Miscellaneous			
101.190.956	\$ 300.00	\$ 272.56	\$ 572.56

ROLL CALL VOTE

AYES:

NAYS:

Author: Suzanne Sundell

Date: 07/10/2023





---

**Issue Brief: Budget Adjustment – Allocation of KBIC 2% to Funds**

Meeting: Discussion July Board Meeting

Date: July 10, 2023

**Issue Summary:**

In June, 2% gaming monies were received from the Ojibwa Casino – Keweenaw Bay Indian Community. The Township historically requests these funds to assist with capital purchases and non-operating costs in our Police, Fire, and Recreation / Properties departments. As these payments are somewhat volatile, they are not included in the budget at the time it is approved but added through amendments when the checks are received.

**Analysis:**

The amount received in June was \$45,000, which we would like to distribute evenly between the departments for future needs.

**Recommendation:**

The Board may choose to change the allocation of funds received as they see fit.

---

Author: Suzanne Sundell

Date: 06/12/23



**Capital Improvement Fund Budget Amendment #1  
Allocation of KBIC 2% Gaming Funds**

Meeting: June Board Meeting

Date: June 12, 2023

\_\_\_\_\_ moved, \_\_\_\_\_ supported that:

Whereas, a budget was adopted by the Chocolay Township Board to govern the anticipated Capital Improvement Fund expenditures of the Township on December 12, 2022 for fiscal year 2023; and

Whereas, as a result of unanticipated changes in revenues and / or expenditures, it is necessary to modify the aforesaid budget between revenues and expenditures,

Now Therefore, Be It Hereby Resolved, that the FY2023 budget be modified as follows:

	PREVIOUS	CHANGE (+ / -)	AMENDED
REVENUE			
KBIC 2% Gaming Money			
401.000.582	\$ 125,000.00	\$ 45,000.00	\$ 170,000.00
EXPENDITURE			
Police Dept. Equipment			
401.305.977	\$ 63,705.00	\$ 15,000.00	\$ 78,705.00
Fire Department Equipment			
401.340.977	\$ 66,386.00	\$ 15,000.00	\$ 81,386.00
Rec & Prop Equipment			
401.756.977	\$ 54,757.00	\$ 15,000.00	\$ 69,757.00

ROLL CALL VOTE

AYES:

NAYS:

Author: Suzanne Sundell

Date: 06/12/2023

**CHOCOLAY TOWNSHIP  
PLANNING COMMISSION**

**Monday, June 19, 2023 Minutes**

**VII. Meeting Call to Order**

Chair Ryan Soucy called the meeting to order at 6:00 PM.

**VIII. Roll Call**

Members present at roll call:

Ryan Soucy (Chair)  
George Meister (Vice Chair)  
Donna Mullen-Campbell (Secretary)  
Don Rhein (Board)  
Stephanie Gencheff  
Kendall Milton

Members absent at roll call:

Rebecca Sloan (Vice Secretary)

Staff present:

Dale Throenle (Planning Director / Zoning Administrator)

**IX. Additional Agenda Items / Approval of Agenda**

Soucy requested that the conditional use hearing be moved to the beginning of the agenda, and the rezoning be moved to the end of the agenda or until the applicant arrives at the meeting.

*Meister moved, Rhein seconded, to approve the agenda as changed.*

*Vote: Ayes: 6 Nays: 0 Motion carried*

**X. Minutes**

**A. May 15, 2023 Meeting**

*Rhein moved, Mullen-Campbell seconded, to approve the May minutes as written.*

*Vote: Ayes: 6 Nays: 0 Motion carried*

**XI. Public Comment**

Bill Sanders, 105 Country Lane

Spoke on his concerns with the proposals related to the proposed changes to the parcel sizes in the agriculture zoning district.

Deborah Mulcahey, 633 Lakewood Lane

Spoke about the size of acreage in the agriculture zoning district and the uses within the district, the conditional use agenda item, and the rezoning agenda item.

Frank Jeffries, 545 Mangum Road

Spoke on his concerns with the proposals related to the proposed changes to the parcel sizes in the agriculture zoning district. He added that no one knew about the meeting and the discussion concerning the agriculture properties.

Rich Reader, 333 Green Garden Road

Spoke on his concerns with the proposals related to the proposed changes to the parcel sizes in the agriculture zoning district. He also added that he did not know about the meeting, and asked for a better way for residents to find out about what is going on.

## **XII. Presentations**

None

## **XIII. New Business**

### **B. Conditional Use Permit CU 23-19 – 6565 US 41 South**

#### **Staff Introduction**

Throenle stated the reason for the conditional use request was give the new property owners the ability to move into the existing house and make it their residence. He added that the primary reason the process had to happen was that the mortgage insurance company could not insure the property as it was. He added that the zoning ordinance had been updated to allow the conditional use to happen.

No written comments were received from the public regarding the conditional use. No comments opposing the conditional use were received during the meeting.

#### **Commissioner Discussion**

Soucy stated the following findings of fact for discussion:

That the proposed special use is supported by the master plan's vision of future land use and complies with the standards of the zoning ordinance and

The special land use would bring the property into conformity. There is nothing different about it than what currently exists and so the change would have no impact other than to reduce that non-conformity and provide relief to the non-conformity.

Meister asked if the owner / applicant were in the right order to complete the conditional use. Throenle stated that the owner applied and that the conditional use would transfer to the new owner after purchase of the property was completed.

#### **Commissioner Decision**

*Mullen-Campbell moved, Rhein seconded, that after Commissioner and staff review and analysis in consideration of Conditional Use application CU 23-19, and the understanding that the proposed use is compliant with all terms of Section 16.2 Conditional Use Permits Basis of Determination and General Standards and the intent of the Township Zoning Ordinance, the Planning Commission approves Conditional Use Permit 23-19 as presented.*

Vote:      Ayes: 6      Nays: 0      Motion carried

## **XIV. Unfinished Business**

### **A. Proposed Zoning Ordinance Definitions**

#### **Staff Introduction**

Throenle stated that the definitions presented were the remaining definitions for consideration for the proposed zoning ordinance. He added that the definitions highlighted in yellow in the document were definitions that were for the same item but were found in two different places in the ordinance.

#### **Commissioner Discussion**

Gencheff asked why the State of Michigan requirements were removed from the day care definition. Throenle responded that it was an inadvertent removal from the language. Soucy added that he wanted to see the definition names changed to match the PA 116 Act of 1973 and to include the capacities in the definition.

Rhein suggested starting at the top of the definitions and going through the list. Throenle suggested looking at each group of definitions under each letter.

Meister stated that the second condominium definition could be removed; Soucy agreed.

Meister brought up questions regarding the fence definition and the height. He was concerned with the specified height for hedges or living bushes. He added that height should be clarified when the fence portion of the ordinance is discussed.

Gencheff asked about ground cover ratio. After a brief discussion, the Commissioners decided to leave the definition as is.

Meister recommended removing the second multi-family dwelling unit definition; Gencheff agreed.

Meister recommended removing "Subdivision" from the Rural Cluster Development Subdivision title.

Soucy requested that State licensed residential facility be removed as each are defined elsewhere in the definitions.

Commissioners decided to remove the word "literal" from the proposed variance definition.

Throenle emphasized to the public that the definitions would be draft only, and that they would not be officially adopted until the new ordinance was adopted.

### **B. Proposed Agriculture Zoning District Language**

#### **Staff Introduction**

Throenle stated that in 2008 the agriculture district was changed to move all agriculture properties to a twenty acre minimum. He added that the reason for the establishment of the proposed agriculture districts was to return the sizes to the sizes established prior to the 2008 ordinance, and to reduce the current non-conformities in the current AF zoning district.

He also stated that the agenda was posted each month on the Township web site, and he apologized to those in attendance if they did not get the meeting notice prior to the meeting.

He added that Commissioners should look at each of the district's uses to determine what would be permitted and what would be conditional. He stated that the language developed will be considered draft language, and that there would be future town hall meetings with the public to review the language.

### **Commissioner Discussion**

Soucy stated that the Township attorney said that nothing could be completed until the public had a reasonable opportunity to respond to the changes. Throenle added that the intent was not to overdevelop the Township or to increase the tax base.

Meister added that the intent was to address the sizes of the existing parcels, especially those that were in the one and two acre sections. He added that changes may occur after reviewing the draft maps and public input. Throenle added that the review of the uses would determine what could happen in each of the smaller districts.

Commissioners reviewed the intent statements for each of the districts. Throenle explained the legend in the document that would be used during the discussion. Throenle requested that the Commissioners use the *Proposed Land Use Cross Reference* document that was provided in the packet to review the districts.

Commissioners reviewed each of the land uses found on the document, and provided suggested changes. Throenle explained that the uses highlighted in green were State-related, and he would provide further detail on those at the next meeting.

Commissioners reviewed the restrictions and prohibitions comparison included in the document. They removed "no animal farming or riding activity" from AG 1; removed "limit of one domestic animal per acre" from AG 2; and removed "Rural Residential Cluster permitted with 50% or more open space and detailed in the master deed" from AG 3.

Commissioners did not remove anything from the regulatory control comparison table. Soucy recommended adding the *Michigan Planning Enabling Act* and *Michigan Zoning Enabling Act*.

Commissioners did not add any additional items to the use table from the suggested added uses table as those items were covered in earlier discussions during the meeting.

## **C. Proposed Land Uses**

### **Commissioner Discussion**

Meister stated he was not sure he wanted the minimum acreage size to be ten acres for the agricultural district. Rhein asked Meister if Meister wanted the size to be fifteen acres. Meister stated he was concerned what the view would be and if it would still be "rural character" if the acreage was set to ten acres.

Commissioners discussed this change and decided to change the acreages to under three acres in AG 1, three to fifteen acres in AG 2, fifteen acre minimum in AG 3.

Commissioners discussed the lot size minimums and setbacks and accepted them as presented in the document.

Sanders requested to be able to give public comment; Soucy suggested that Sanders meet with him during the break.

Commissioners took a five minute break at 8:31 PM and started with the rezoning application (item VII.B) when they returned.

## **VIII. New Business**

### **B. Rezoning Application 34 23-19 – 537 West Branch Road**

#### **Staff Introduction**

Throenle stated that the applicant, who is the owner of the parcel, had purchased the property from the State of Michigan. Throenle said that this presented a unique situation, as the land was shown on the Township zoning map as State Lands, but there was no corresponding section in the zoning ordinance that provided permitted or conditional uses for State lands. Because the applicant wanted to put a structure on the property, Throenle stated he could not sign a *Zoning Compliance* permit because there were no uses defined in the zoning ordinance. He added that the Township attorney had stated that because the lands were identified on the zoning map, they were considered zoned, and a rezoning of the property was required to get the issue properly resolved.

Throenle added that the applicant had already built a structure on the property without a permit, which further added to the complexity of the problem. He added that regardless of the type of structure, agricultural or otherwise, a zoning compliance permit was required for reasons of determining where the structure was located on the property.

#### **Public Hearing**

*Rhein moved, Meister seconded, to open the public hearing.*

*Vote: Ayes: 6 Nays: 0 Motion carried*

#### **Public Hearing Comment**

Kathy Aalto, 430 Foster Creek Drive

Gave a brief history on the parcel in question. She expressed concerns about the structure being built without permits and owner hunting on the new property. Using the computer monitor available at the meeting, she showed the Commissioners the location of the property and the location of the new structure.

*Rhein moved, Meister seconded, to close the public hearing.*

*Vote: Ayes: 6 Nays: 0 Motion carried*

#### **Commissioner Discussion**

Soucy asked Throenle what the options were regarding the rezoning and the violation on the property. Throenle responded that the State lands had to be rezoned according

to the attorney direction. Meister stated he was not sure that the structure was an agriculture building. Throenle stated staff had looked at the same picture and had drawn the same conclusion; he added that the concern was rezoning the property with a newly added violation on the property.

Further discussion continued among the Commissioners regarding the rezoning. Commissioners decided to rezone the property, and to forward it to the Board for approval.

### **Commissioner Decision**

*Soucy moved, Milton seconded, that the zoning for the parcel known as 52-02-135-016-02 located at 537 West Branch Road be changed from State Lands to Agriculture / Forestry (AF), and the rezoning be sent to the Township Board for consideration, pending legal review.*

*Vote: Ayes: 6 Nays: 0 Motion carried*

Commissioners decided to continue with item VIII.C *Proposed Land Uses* in the agenda.

## **VII. Unfinished Business**

### **C. Proposed Land Uses**

#### **Staff Introduction**

Throenle explained the items detailed on the *Proposed Zoning Districts* document found in the meeting agenda materials.

#### **Commissioner Discussion**

Gencheff asked why there was no commercial zoning district shown in the table. Throenle explained that commercial was now under the mixed use zoning district, as the mixed use overlay zone was applied to all commercial districts within the Township.

Meister asked Soucy if mixed use was a general direction for planning. Soucy stated that it was, particularly in urban areas. Throenle added that the overlay district was added to all the commercial districts, and that there was really no intent to have a separate commercial-only district. Mullen-Campbell and Soucy both expressed that mixed use fit the Township.

Mullen-Campbell asked if the industrial district would remain separate from other districts; Throenle replied that it would.

Milton asked where the multi-family residential areas are currently located in the Township; Throenle detailed where the locations were.

Meister shared comments regarding mobile home parks, especially the look related to them after being in place for 20 years or more. Commissioners discussed the intent statement for multi-family residential, especially regarding mobile home parks. Throenle added that he would further research the mobile home park portion of the intent statement for the next meeting.

Soucy suggested adding an element of residential to mixed use. Commissioners



agreed to change the intent to “the intent is to provide a mix of commercial and residential services to residential areas”.

Commissioners shorted the R2 intent statement to “The intent to provide greater housing diversity and density”.

Commissioners decided to table the discussion on the proposed land use cross reference.

## **IX. Public Comment**

None

## **X. Commissioner’s Comments**

Milton

Asked if the Shaw’s property was considered a brownfield. Throenle responded that the County Treasurer was the owner of the property and that there were plans underway to have the County Land Bank take control of the property. Soucy asked if the property was identified by the land bank as a potential demolition project. Throenle responded that that was part of the discussion, and no decision had been made yet.

Gencheff

Expressed that she was trying to understand why there were no commercial districts within the Township. She asked if it was acceptable to put a house in the commercial district. Throenle responded that the intent of the mixed use overlay district was to allow property owners to work and live on the same property.

Mullen-Campbell

Felt that it was a good work session, and that everyone kept working to get things completed.

Rhein

Expressed a “thanks” (along with Milton and Mullen-Campbell) to staff for the materials in the agenda packet.

Meister

Stated that it was good meeting, and that he was satisfied with the results of the meeting discussions.

Soucy

No comments.

## **XI. Director’s Report**

Planning / Zoning Administrator Throenle

Throenle thanked the Commissioners for their efforts during the meeting, especially regarding the amount of information that was reviewed.

Throenle gave an update on the FlashVote process and stated that the first survey would be released soon.

Throenle stated there was a Planning and Zoning training opportunity available that

Commissioners could attend in Harris sponsored by the Michigan Township Association and that the details were available at the Commissioner's table.

Throenle stated that FEMA has published a new method of applying for a Letter of Map Amendment (LOMA) for those that were concerned about their homes being in the flood zones on the proposed FEMA maps. He told the Commissioners that the details were provided to them at the Commissioner's table, and that they would be available to the public.

Throenle indicated that there were 27 topics still to be covered for the proposed zoning ordinance.

He suggested that the items to be covered for the next meeting be a completion of the definitions, finish up the zoning districts and uses, and present a layout of the new zoning ordinance document. He suggested that the next discussion after that would be related to the accessory dwelling units.

Throenle reminded the Commissioners that the August meeting would be a joint meeting with the Board.

Commissioners agreed that the suggested agenda items be used for the July meeting.

Throenle again thanked the Commissioners for their extended participation.

## **XII. Informational Items and Correspondence**

- A. Township Board minutes – 05.08.23
- B. Township Newsletter – May 2023
- C. Marquette County Planning Commission minutes 04.05.23
- D. Marquette County Planning Commission minutes 05.03.23
- E. City of Marquette Planning Commission minutes 05.02.23

## **XIII. Adjournment**

*Rhein moved, Mullen-Campbell seconded, to adjourn the meeting.*

*Vote: Ayes: 6 Nays: 0 Motion carried*

Soucy adjourned the meeting at 9:30 PM

Submitted by:

---

Planning Commission Secretary

Donna Mullen-Campbell

## MARQUETTE COUNTY SOLID WASTE MANAGEMENT AUTHORITY

## Board Meeting Minutes

## Regular Meeting

June 21, 2023

**DATE:** Wednesday, June 21, 2023**PLACE:** Landfill Administration Complex  
600 County Road NP  
Marquette, MI 49855**MEMBERS PRESENT:** In Person: Randall Yelle, Glenn Adams, Carr Baldwin, Dennis Honch, Dave Campana, Amy Manning, Joe Minelli and Helen Amiri (Alternate Board Member)**MEMBERS ABSENT:** None**EX OFFICIO:** Brad Austin (in person)**OTHERS:** In Person: William T. Nordeen, Attorney; Beth Bonanni, Recording Secretary; Amy Stakvel, MCSWMA; John Anderson, MCSWMA; Jim Belpedio, Champion Township; Judy White, Chocolay Township and Craig Marietti, Tilden Township. By Zoom: 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.
  2. Approval of Agenda: R. Yelle indicated there was an addition to the Agenda, 7 c, Subcommittee Reports. C. Baldwin made a motion to approve the Agenda with the addition of 7 c, Subcommittee Reports. G. Adams supported. Motion passed unanimously.
  3. Public Comment: None.
  4. Approval of Minutes
    - a. 5/17/23 – Regular Meeting
- C. Baldwin made a motion to approve the 5/17/23 Regular Meeting Minutes as presented. D. Honch supported. Motion passed unanimously.

5. Consent Agenda

- a. Statistics – May 2023
- b. Accounts Payable
- c. EGLE – Compliance Communication
- d. Fee Schedule

D. Honch made a motion to approve the Consent Agenda. J. Minelli supported. Motion approved unanimously.

6. Business

- a. Banking – A. Manning made a motion to approve the banking. D. Honch supported. Motion passed unanimously. J. Minelli noted that the Honor Credit Union checking amounts listed for May-23 (\$36,985.45) compared to April-23, (\$248,614.10) was a big difference and was wondering if some money had been transferred. B. Austin said he would check with C. Magnuson to see if he transferred money for the MRF construction loan, which is paid quarterly.
- b. Financials – D. Honch made a motion to approve the financials. C. Baldwin supported. Motion passed unanimously.
- c. Recycling Financials – J. Minelli made a motion to approve the Recycling Financials. G. Adams supported. Motion approved unanimously. J. Minelli noticed health insurance was not included. J. Minelli asked if it was because it was the end of the month; otherwise, if the health insurance premium was paid, the bottom line would look different. B. Austin said he will check with C. Magnuson.

J. Minelli asked the Director if there was anything that could be done differently with the recycling financials. B. Austin said yes that attorney Nordeen is reviewing a contract with Sonoco. US Paper is who the Landfill works with on fiber and there will be a \$7.00 to \$10.00/ton increase if MCSWMA meets minimum volumes, which is approximately 500 tons/month. B. Austin feels the Landfill can meet this requirement. Markets were terrible in the first quarter of 2023, and it has been a slow rebound. B. Austin said he, the Chair, and attorney Nordeen had a really productive phone conference with the legislators, not only on PFAS, but on forming a recycling authority or consortium across the U.P. New regulations were signed in 2022 and recycling and materials management will not be going away. Communities with higher populations like Dickinson County will have to do something to deal with the regulations. The idea is to bring in multiple counties as a recycling authority and produce a revenue stream for the capital infrastructure for the MRF in Marquette and for other construction such as recycling drop-offs. B. Austin said if recycling is not under the control of MCSWMA and is instead mandated to go somewhere else, then MCSWMA would have no idea what is happening.

with it. MCSWMA is ahead of where the recycling financials were expected to be. People want to recycle, and they want to deliver it to Marquette, but MCSWMA cannot continue to foot the bill without assistance from the State of Michigan and other counties in the U.P. Both legislators brought the idea of having a U.P. recycling association or consortium to the table but also offered to introduce it to legislation to make it happen. Fiber is improving and fiber typically drives these programs. J. Minelli said the Authority is saving money by recycling because it is extending the life of the Landfill.

- d. Reimbursements – C. Baldwin made a motion to approve the reimbursements presented. D. Honch supported. Motion approved unanimously.
- e. Landfill Cell Liner Purchase – C. Baldwin made a motion to approve the purchase of the Landfill cell liner in the amount of \$74,750.00 from International Cover Systems. A. Manning supported. B. Austin presented a slideshow on the Landfill cells, which shows what is done to get the cells ready to accept solid waste. Motion approved unanimously.
- f. Mobile Equipment Safety Upgrades – J. Minelli made a motion to approve the purchase of air filtration/pressurization equipment in the amount of \$22,415.63 from Transport Refrigeration. D. Campana supported. J. Minelli asked if this was a request from the Union to the subcommittee to have done. B. Austin said yes, it was. A. Manning asked where this purchase would be allocated in the budget and if MCSWMA was over budget now? B. Austin said the plastic liner is coming out of the 5-year capital fund and the mobile equipment will come out of the operations budget and be pieced out from different accounts. Motion approved unanimously.
- g. FY 2023-2024 Budget – G. Adams made a motion to approve the FY 2023-24 Budget. C. Baldwin supported. A. Manning asked if B. Austin could highlight any substantial changes from last year? B. Austin said some of the things that will change are the regulatory requirements, specifically with PFAS, testing, and engineering for the Wastewater Treatment Plant.

Health insurance renewal will not be received until the Fall so it is hard to tell what the cost will be.

The maintenance department lost an employee through retirement who had extensive experience and so there has been an increase in costs for having some maintenance work outsourced.

## 7. Reports

- a. Director Report – The Director provided both written and oral reports. The Landfill received a \$50,000.00 grant from EGLE for the e-waste grant that was completed a few years ago for the battery campaign.

CUPAD wants to come to the Authority and provide an update at the county level on funding for recycling and to discuss Part 115 changes.

There has been a significant change in regard to leachate management from last month. MCSWMA is no longer eligible for the Clean Water State Revolving Program in 2024-2025. The criteria has changed not only for this year, but the same criteria will be used for 2025-2026, so the Landfill will not be eligible for this funding mechanism. The action to be taken now is to move the Administrative Consent Order and request an extension. MCSWMA will need to seek alternative funding. Operations will continue under the current permits and licensing. MCSWMA will be seeking an extension from the state. Construction was supposed to start on the project on August 1, 2024, so this is the date the Authority is focusing on.

The Winter storm in May was significant. As a result of the storm, it caused leachate to go outside of the active Landfill area. Compliance communication was received from EGLE on this issue.

The underdrains in the Landfill came up positive for PFAS. Waiting for communication from the state on this issue. PFAS is not in the down-gradient wells. All water at the Landfill in the future may have to go through the Wastewater Treatment Plant.

A press release said that the City of Marquette was looking at recycling 95% of the materials from the demolition of the Marquette General Hospital site. The Landfill also expects to receive materials from the KI Sawyer demolition.

Work is being done with Eagle Mine to determine the suitability of accepting solid waste of the Eagle Mine materials at the Landfill. A pilot study is being conducted. There are 5-6 materials from Eagle Mine that are high in sodium and chloride.

MCSWMA lost quite a few employees over the past month due to other jobs and some delays in the pre-employment screening process. There is a labor shortage across the region.

The Landfill applied for a 1-million-dollar grant from the state for infrastructure. This would involve increasing the size of the tipping floor. There is a partner outside of EGLE that will work with the Authority on matching funds for the grant.

Contracts are being worked on for fiber. Plastic has been tough across the region not only for MCSMWA but all over. The Landfill expects to move plastic loads in July.

A HHW event will be held at the Marquette rubbish/compost site on July 13, 2023.

A scrap tire event will be held at the West End Transfer Station on July 19, 2023. There have been 2 scrap tire events held; one at Forsyth Township and the other was at Negaunee Township. Forsyth brought in 41.9 tons of scrap tire and Negaunee Township collected 40.2 tons of scrap tires.

The City of Ishpeming received a grant from the USDA for organics. The City of Ishpeming will utilize the organics collected to make topsoil and plant gardens. Organics make up 60% of the solid waste materials collected followed by 30% for recycling and 10% materials are thrown away.

A grant was awarded to the City of Ishpeming for recycling carts. The City of Ishpeming will utilize 64-gallon carts and plans to launch approximately 2,500 carts. This is the 7<sup>th</sup> municipality that launched curbside recycling carts in Marquette County.

J. Minelli asked B. Austin how the Landfill intends to handle the PFAS that is starting to show up in the run-offs? B. Austin said test results are sent to the State of Michigan and then MCSWMA waits for correspondence back from EGLE. EGLE will then direct and give MCSWMA guidance on how they would like the Authority to handle the run-off.

G. Adams made a motion to approve the Director's report. A. Manning supported. Motion approved unanimously.

- b. Attorney Report – B. Nordeen provided an oral report for the Board.
- c. Subcommittee Reports –The subcommittee feels the Union is moving in the right direction. Correspondence was given to R. Yelle to pass on to the Union. If the Union would like another meeting set, J. Minelli said he would be willing to meet with the Union again but would have to check with the other subcommittee members. The Landfill's employees' safety while dealing with PFAS was the Union's biggest concern.

A. Manning reported that the Landfill received 12 Resumes for the Director's position. The majority of the applicants did not meet the requirements that are

defined in the IGA for education and job experience. 3 people were selected and asked to provide additional information to MCSWMA, which included letters of recommendation(s) and education transcript(s), etc. Only 1 person submitted the requested documentation, so an interview has been set up for the individual with the subcommittee. If the interview with the subcommittee goes favorably, the individual will then interview with the whole Board and have a tour of the Landfill. J. Minelli asked when the individual is interviewed if the Union representative could attend the interview. A. Manning said yes it will be an open meeting. A. Manning asked if attorney Nordeen is working on guidelines for conducting the interview. B. Nordeen said he is working on a list of questions that can be asked and questions that cannot be asked in the interview. D. Campana asked if there was a cut-off date for receiving applicants' Resumes? R. Yelle said the cut-off date for submitting Resumes was set for June 14, 2023, but they have not received any new ones.

8. Public Comment – None.

9. Trustee Comments – R. Yelle said he has a meeting scheduled with Karen Kovac, City Manager for Marquette on June 28, 2023, to discuss the waste from the MGH demolition. R. Yelle indicated he will also be scheduling a meeting with Thyra Karlstrom from the County of Marquette sometime next week to discuss the County's waste management plan.

C. Baldwin stated he really appreciated all the effort A. Manning devoted to selecting candidates for the Director's job.

C. Baldwin asked if there was any state funding or support from the State for trying to use marijuana (hemp) to combat PFAS?. B. Austin said he does not know if there was any funding offered by the state but knows some of Dr. Putnam's colleagues did meet with the state.

10. Adjournment. R. Yelle adjourned the meeting at 4:40 p.m.

---

Randall L. Yelle, Chairperson

---

Dennis Honch, Secretary





**MARQUETTE AREA WASTEWATER TREATMENT FACILITY  
ADVISORY BOARD MEETING MINUTES  
May 18, 2023**

A regular meeting of the Marquette Area Wastewater Treatment Facility Advisory Board was held at 9:57 a.m., May 18, 2023, at the Wastewater Treatment Plant.

**ROLL CALL**

**PRESENT** Brad Johnson, Chocolay Township (Chair)  
Leonard Bodenus, Marquette Township  
George Patrick, City of Marquette  
Jim Compton, City of Marquette  
Sean Hobbins, City of Marquette

**ABSENT** None

**OTHERS** Mark O'Neill, City of Marquette  
Melissa Erkkila, City of Marquette  
Mary Schlicht, City Marquette

**AGENDA** It was moved by S. Hobbins, supported by G. Patrick to approve the agenda. Approved 5-0.

**MINUTES** It was moved by S. Hobbins, supported by J. Compton to approve the April 20, 2023, meeting minutes as written. Approved 5-0.

**FINANCIAL REPORT**

M. Schlicht, City of Marquette, presented the Financial Report.

M. Schlicht stated everything through April has been standard. The bonding is continuing and should be closing June 5<sup>th</sup>. The 2.1 million reserves will be reduced by 1.5 million that has been committed to the Solids Handling Improvement Project. Audit presentation will occur next month.

**OPERATIONS REPORT**

M. O'Neill, City of Marquette, presented the Operations Report.



**PERMIT COMPLIANCE FOR THE MONTH(S):**

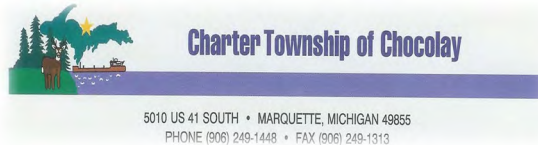
- **PERMIT COMPLIANCE:** No violations occurred during the month of April.

**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.
- We survived the initial snowmelt event without violating our permit, but then an end of April snowstorm threw us for a loop. M. O’Neill stated the new pump arrived in time with a backup pump set up. Staff stayed on site 24/7 for a couple of weeks keeping watch on the flows and pumps. Total daily plant flow reached a record high of 8.472 million gallons, only to be beaten the next day with a total of 8.555 million. These daily flows are 2 million higher than our facility is designed to handle. This was due to the slush covering the storm sewers creating water ponding on the roads. There were also some manhole covers under water. These have been marked and Public Works will work on raising them this summer and note in the GIS system for future reference. It is also suspected that due to the water table being so high, basements were flooding and that water was being sent down to the plant. However, we did whatever we could to ease the impact on treatment quality. We also had to contend with higher-than-normal Carp River levels and by using three large pumps to force the plant’s flow to the river. We had minimal violations and EGLE is aware of the scenario. The staff did a wonderful job and learned a lot. The City’s investment in the infrastructure over the past few years and the diligent work from Engineering and Public Works kept this event from being a disaster. As of late last week, we are back to normal operations. It’s been a busy springtime, for sure. B. Johnson asked for an update regarding the regeneration issue with the new pump.
- Our WIN911 alarm dialing system has stopped working properly. All diagnostics pointed towards a defective TAPI modem, but the problem remains. The POTS line is scheduled for inspection on Monday, May 15. A fix among the staff is in the works.
- A temperature probe on the gas conditioning skid for our CoGen units has failed. I made some system programming changes in order to allow us to continue running the skid until the new probe arrives.
- Staff replaced the diaphragm on the #4 Primary ADP. The failed unit had over two million strokes on it since it was last replaced in September 2013.
- Staff repaired a broken fitting for the sodium aluminate feed line from the #3 metering pump.
- Staff rebuilt the polymer feed pump for the BFP/GBT.

**INDUSTRIAL WASTEWATER ACCEPTANCE ACTIVITY FOR APRIL 2023**

Source	Volume (gallons)	Total
UPS	5,500	\$770.00
LS&I	44,400	\$6,216.00
Wisconsin Electric	65,000	\$2,600.00
<b>Grand Totals</b>	<b>114,900</b>	<b>\$9,586.00</b>



## MAINTENANCE MANAGEMENT

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

## NEW BUSINESS

- **Annual city Commission Presentation:** All the advisory boards have to present to the Commission each year. It is scheduled for June 26. B. Johnson stated he should be able to make present it.

## OLD BUSINESS

- **Solids Handling:** M. O'Neill stated a preconstruction meeting is scheduled for June 2. Miron did a walk through with their subcontractors this week. The lead time for some of the specialized equipment is very far out. He expects a lot of sitework, piping and building the new buildings while we wait for the equipment. Miron also visited the site previously during a pre-bid meeting.
- **Fire Alarm Project:** S&T Electric have been working on the conduit. The hold up is the two main panels which are on back order.

## PUBLIC COMMENT

- No public attended.

## BOARD COMMENT

- J. Compton stated he has a plan to address each sanitary manhole from the plant to Chocolay Township. He will be sending a technician to take pictures. Two manholes southeast of the prison are in the ditch. There are other ones that are on the edge of the ditch, but the contours have changed since the MDOT reconstruction of US41. The timing of the rise in flows to the plant also coincides with the reconstruction project. There is also a plan to video the interceptors along the highway. Some of those manholes are in ditches and some that are very close to the creek. J. Compton stated he will be questioning the contractor to make a determination on the chances of ditch water or if Whetstone could possibly become high enough to start running into the casting. Also, the top part of the manhole is made out of block and if a block is missing, that would also create an issue. It is unsure what the fix could be at this time but it is worth looking into.
- S. Hobbins stated next week is National Public Works week. If anyone can find a way to celebrate our public workers, please do it.
- L. Bodenus stated they have been checking manholes for water infiltration issues. They are planning on having the interceptors televised this summer. The township is still working on a lift station generator project. However, the generator is not coming in until February 2024.



- B. Johnson stated they are also conducting manhole inspections for infiltration and have found a couple that are in need of repairs this summer.

## ADJOURNMENT

The meeting was adjourned at 10:34 a.m.

  
\_\_\_\_\_  
Reviewed by:  
Mark O'Neill  
Director of Municipal Utilities

Prepared by:  
Melissa Erkkila