

VILLAGE OF DECATUR COUNCIL MEETING AGENDA



Monday,
June 3, 2024



VILLAGE OF DECATUR
REGULAR
COUNCIL MEETING

Monday, June 3, 2024 – 7:00PM

Village Hall – 114 N. Phelps Street, Decatur, MI 49045

7:00 PM Council Meeting (Action to be taken by Council on the following agenda items)

Note: Please be courteous and turn off cell phones during the meeting.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL (Excused Absences if Any)

4. PUBLIC COMMENT

5. APPROVAL OF CONSENT AGENDA ITEMS

5A.1 - Approval of the Regular Council Meeting Agenda for June 3, 2024.

5A.2 – Approval of the regular Council Meeting Minutes from May 6, 2024

5A.3 - Approval of Accounts Payable and Payroll for the week ending May 31,
2024.

6. COMMUNICATIONS TO THE COUNCIL – PRESENTATIONS & GUEST

7. PUBLIC HEARING

7A.1 – Request to hold a Truth and Taxation Hearing

8. UNFINISHED BUSINESS

9. NEW BUSINESS

9A.1 – Request to adopt 2024 Tax Rates L-4029 and authorize the President and Clerk to execute.

9A.2 – Request to adopt Resolution 2024-013 Property Taxes

9A.3 – Request to approve Firearms Training Agreement

9A.4 – Request to approve budget submittal for the Decatur Hamilton Fire Department 24-25

9A.5 – Request to approve budget submittal for the Decatur Hamilton Quick Response Department 24-25

10. BOARDS, COMMITTEES, COMMISSION REPORT

10A.1 – Downtown Development Authority – President Elwaer

10A.2 – Planning Commission – Trustee Pachner

10A.3 – Parks & Recreation – Trustee Pelfrey

11. DEPARTMENT REPORTS

- 11A.1 – Department of Public Works Report
- 11A.2 – Police Department Report
- 11A.3 – Fire Department Report
- 11A.4 – Clerk & Treasurer Report
- 11A.5 – Deputy Clerk & Treasurer Rprt
- 11A.6 – Village Manager Report

12. PUBLIC COMMENTS – SECOND OPPORTUNITY

13. COUNCIL COMMENTS

14. ADJOURNMENT

PLEASE NOTE

AUDIENCE PARTICIPATION:

In addition to addressing the Council during public hearings and under “Public Comment,” members of the audience may address the Council, please limit your comments to three minutes or less per item. Please step up to the Podium and state your name and address.

The proposed process for items listed under agenda items above shall be as follows:

1. Announcement of the agenda item by the President.
2. Verbal report provided by staff.
3. President asks council members if they have any questions for staff to clarify the staff report.
4. Motion is made by a council member and seconded by another council member.
5. President then calls on council members to discuss the motion if council members wish to discuss.
6. President calls for a vote on the item after discussion has occurred.



Village of Decatur
Village Council Regular Meeting Minutes

Monday May 6, 2024, at 7:00 P.M
Village Hall, 114 N. Phelps Street
Decatur, MI 49045

- I. President Elwaer called the meeting to order at 7:00 P.M.

II. **Roll Call**

Clerk/Treasurer, Duncan provided roll call; Trustee Benson, Trustee Beute, President Pro Tem Jackson, Trustee Mead Jr., Trustee Pachner, Trustee Pelfrey, and President Elwaer in attendance. Also in attendance Village Manager, Christopher Tapper, Village Clerk/Treasurer, Megan Duncan, Chief of Police Thomas VanDerWoude, DPW Foreman James Ebeling (excused), and administrative assistant Shantel Pentland.

III. **Public Comments**

- a. No public comment was given.

IV. **Approval of Agenda, Meeting Minutes, Accounts Payable**

- a. Trustee Benson made a motion with support from Trustee Pelfrey to approve the Regular Council Meeting agenda for May 6, 2024, along with approval of the regular meeting minutes from April 15, 2024, and accounts payable through April 30, 2024, in the amount of \$290,397.16, motion carried 7-0.

V. **Communications to the Council – Presentation & Guest**

- a. Mark, Surf Internet Project Manager, Zack, and Chad Joyner, CHR Construction contractors, gave a brief update on the installation of fiber internet. Surf Internet has four sections within the Village that they are working on in phases.
- The first section will be live for service on May 31, 2024.
 - Section two is scheduled for June 15, 2024.
 - Section three is scheduled for June 30, 2024.

- Section four is scheduled for July 15, 2024.

- b. Tony McGhee, Abonmarche, presented to Council the Strategic Plan and Goal Setting Initiation via PowerPoint. The purpose was to review work completed to date and determine the next steps to move through the planning process. Priorities and goals serve as a guide for decision making within the Council. Setting priorities and goals is essential for effective governance and sustainable development in the Village.

The Village of Decatur did an online 33 question survey from January 15th to March 15th of this year. This survey was posted in the local newspaper, social media, the Village Website, and resident utility bills. The Village received 101 responses to the survey, of which 80% were community members. Topics of importance included the needs for transparency and communication, roads and infrastructure, community safety, recreational facilities, and water quality.

VI. Public Hearing

- a. No public hearing was held.

VII. Unfinished Business

- a. No unfinished business.

VIII. New Business – Request to approve purchase of Kubota, Claw Grapple, Ausra Kubota, Inc, Niles, Mi.

- a. Trustee Benson made a motion with support from Trustee Mead Jr. to approve purchase of Kubota, Claw Grapple, Ausra Kubota, Inc, Niles, Mi, motion carried 7-0.

IX. New Business – Request to adopt Ordinance 2024-001 Amend Chapter 8, Article IV of the Code of Ordinance.

- a. President Pro Tem Jackson made a motion with support from Trustee Pelfrey to adopt Ordinance 2024-001 Amend Chapter 8, Article IV of the Code of Ordinance. Roll Call Vote: Trustee Beute, President Pro Tem Jackson, Trustee

Mead Jr., Trustee Pachner, Trustee Pelfrey, President Elwaer, voting yes. Trustee Benson abstained; motion carried 6-1.

X. Boards, Committees, Commission Reports.

- a. No reports were given at this time.

XI. Department Reports

- a. Clerk/Treasurer Duncan, Chief of Police, Thomas VanDerWoude, and DPW Foreman, James Ebeling provided Department Reports to the Council. Each department report was provided in the agenda packet. A general discussion ensued regarding the department reports.
- b. Village Manager Tapper thanked Clerk/Treasurer Duncan for her hard work and dedication to her role at Village Hall. Clerk/Treasurer Duncan completed both the Clerk Institute and the Treasury Institute with over 200 combined hours of education to become the first to be State Certified in both roles for the Village of Decatur.
- c. Clerk/Treasurer Duncan thanked the Council for the opportunity to attend both institutes for the past 2.5 years. The education and networking opportunities with fellow Michigan Clerks and Treasurers is invaluable.

XII. Public Comments

- a. No public comment was given.

XIII. Council Comments

- a. Trustee Pelfrey and President Pro Tem Jackson congratulated Clerk/Treasurer Duncan on her accomplishments.
- b. Trustee Pachner wanted Chief VanDerWoude to thank Office Dunkerley and let him know that his hard work is greatly appreciated.
- c. Trustee Benson stated that there has been significant improvement to the Village of Decatur in the past few years but there is still work to be done. She also appreciates the police department for the safety within the community.

- d. Trustee Beute shared that he was lucky to have moved to Decatur.
- e. Trustee Mead Jr. inquired about cameras being installed at the parks. Village Manager Tapper explained to Council that cameras have been installed at Red Woolfe Park, Raider Romp, and Village Hall and are live.
- f. President Elwaer loves to be in this community, its quiet and beautiful.

XIV. Adjournment

- a. Trustee Mead Jr. made a motion with support from Trustee Pachner to adjourn the meeting at 8:46 P.M., motion carried 7-0. Minutes submitted by Megan Duncan, Village Clerk/Treasurer.



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Megan Duncan, Clerk/Treasurer
REVIEWED BY: Christopher Tapper, Village Manager
DATE: June 3, 2024

SUBJECT: Accounts Payable – Payroll – May 31, 2024

Action Requested:

It is requested that the Village Council approve Accounts Payable and Payroll for the period ending May 31, 2024, in the amount of \$228,275.59.

Background:

Attached is the Accounts Payable and Payroll for the period ending May 31, 2024.

Attachments:

Accounts Payable and Payroll

CHECK DATE	VENDOR NAME	CHECK#	AMOUNT PAID	DESCRIPTION
05/06/2024	BENSON, JANICE	30901	108.50	PAYROLL
05/06/2024	BEUTE, HARVEY N	30902	108.50	PAYROLL
05/06/2024	ELWAER, ALI M	30903	167.00	PAYROLL
05/06/2024	MEAD JR, ROBERT H	30904	108.50	PAYROLL
05/06/2024	PACHNER, CYNTHIA A	30905	108.50	PAYROLL
05/06/2024	PELFREY, JESSICA L	30906	108.50	PAYROLL
05/07/2024	INTERNAL REVENUE SERVICE,	EFT1101	260.84	PAYROLL
05/07/2024	STATE OF MICHIGAN,	EFT1102	44.76	PAYROLL
05/10/2024	DELTA DENTAL	GEN 1108(E)	749.77	DENTAL PREMIUMS FOR EMPLOYEES
05/10/2024	VERIZON WIRELESS	GEN 1112(E)	268.94	CELL PHONE CHARGES
05/10/2024	INVOICE CLOUD	GEN 1110(E)	222.75	INVOICE PRESENTMENT FOR PAPERLESS CUSTOMERS
05/10/2024	CONSUMERS ENERGY	GEN 1107(E)	832.17	HEATING SERVICES
05/10/2024	AMERICAN ELECTRIC POWER	GEN 1106(E)	4,166.30	ELECTRICAL SERVICES
05/10/2024	EJ USA, INC	GEN 30916	1,503.51	MANHOLE COVERS
05/10/2024	PLEUNE SERVICE CO INC	GEN 30925	1,004.50	REPAIRS TO AIR CONDITIONING UNIT AT PD
05/10/2024	REPUBLIC SERVICES	GEN 30926	10,917.64	GARBAGE SERVICE
05/10/2024	REPUBLIC SERVICES	GEN 30926	537.25	GARBAGE SERVICE
05/10/2024	VAN BUREN COUNTY CENTRAL DISPATCH	GEN 30928	88.56	VERIZON MODEM AIRCARDS FOR PATROL CARS
05/10/2024	VAN BUREN COUNTY CENTRAL DISPATCH	GEN 30928	88.60	VERIZON AIRCARD FOR PD PATROL CARS
05/10/2024	VAN BUREN COUNTY CENTRAL DISPATCH	GEN 30928	88.16	VERIZON MODEM AIRCARDS FOR PD PATROL CARS
05/10/2024	KSS ENTERPRISES	GEN 30919	34.10	SUPPLIES FOR PD BATHROOMS
05/10/2024	LAW OFFICE OF CRYSTAL MORGAN, PLLC	GEN 30920	2,413.44	PROFESSIONAL ATTORNEY SERVICES FOR CODE/ORD ENFORCEMENT
05/10/2024	DECATUR DO IT CENTER	GEN 30913	23.52	SUPPLIES FOR DPW
05/10/2024	CORNERSTONE TECHNOLOGIES	GEN 30912	233.95	PRINTER AND COPY SERVICES
05/10/2024	WEST MICHIGAN CRIMINAL	GEN 30929	145.00	TASER INSTRUCTOR SCHOOL FOR OFFICER DUNKERLEY
05/10/2024	LOZADA AUTO REPAIR	GEN 30921	504.54	REAR SHOCKS REPLACEMENT ON 2020 PATROL CAR
05/10/2024	CITY SERVICES INC	GEN 30910	600.00	WATER MAIN SERVICE
05/10/2024	MIDWAY ELECTRIC INC.	GEN 30922	1,408.78	100 BLOCK OF S. WILLIAMS STREET LIGHT MAINTENANCE
05/10/2024	PAW PAW LABORATORY	GEN 30924	1,260.00	DRINKING WATER AND WASTE WATER TESTING
05/10/2024	CIVICPLUS LLC	GEN 30911	1,434.00	PREMIUM BUNDLE ORDBANK AND MUNICODE
05/10/2024	BS&A SOFTWARE	GEN 30909	3,340.00	ANNUAL RENEWAL OF 6 PROGRAMS
05/10/2024	PATRICK A. BOITNOTT	GEN 30923	150.00	BOOT REIMBURSEMENT FOR A>BOITNOTT
05/10/2024	SAFEBUILT LLC	GEN 30927	3,422.02	PROFESSIONAL SERVICES FOR BLD PERMITS, RENTAL AND CODE ENFORCE
05/10/2024	ABONMARCHE CONSULTANTS INC	GEN 30907	6,000.00	EGLE DWAM AND DSMI GRANT WORK
05/10/2024	BLOOMINGDALE COMMUNICATIONS	GEN 30908	515.66	VOIP AND FAX FOR VILLAGE HALL AND DPW
05/10/2024	UNUM	GEN 1111(E)	1,084.72	SHORT/LONG/AD&D/LIFE INSURANCE PREMIUMS FOR EMPLOYEES
05/10/2024	HONOR CREDIT UNION	GEN 30917	1,959.00	CREDIT CARD CHARGES
05/10/2024	DECATUR PLBM. & HEATING	GEN 30915	4,909.47	REPAIR OF THE WATER SERVICE LINE FOR DHFD
05/10/2024	DECATUR LUMBER COMPANY	GEN 30914	329.85	SUPPLIES FOR GENERAL, PARKS, MOTOR POOL, AND WATER
05/13/2024	BLUE CARE NETWORK,	30931	14,611.27	PAYROLL
05/13/2024	MISDU,	30933	54.48	PAYROLL
05/13/2024	INTERNAL REVENUE SERVICE,	EFT1103	8,244.45	PAYROLL
05/13/2024	MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM	EFT1104	4,743.47	PAYROLL
05/13/2024	STATE OF MICHIGAN,	EFT1105	1,277.75	PAYROLL
05/14/2024	MYERS, GORDY J	30930	1,659.02	PAYROLL
05/14/2024	TAPPER, CHRISTOPHER C	DD947	3,230.40	PAYROLL
05/14/2024	DUNCAN, MEGAN M	DD948	1,848.20	PAYROLL
05/14/2024	BUSH, DOMINIC J	DD949	2,359.84	PAYROLL
05/14/2024	DAHLQUIST, THOMAS L	DD950	2,853.76	PAYROLL
05/14/2024	DUNKERLEY, KENNETH R	DD951	2,610.99	PAYROLL
05/14/2024	FRANK, ZACKERY A	DD952	2,195.20	PAYROLL
05/14/2024	RIGG, THEODORE A	DD953	2,580.92	PAYROLL
05/14/2024	VANDERWOUDE, THOMAS C	DD954	4,028.00	PAYROLL
05/14/2024	HEMENWAY, TODD A	DD955	280.00	PAYROLL
05/14/2024	MANN, ELES F	DD956	266.00	PAYROLL
05/14/2024	BOITNOTT, PATRICK A	DD957	1,655.36	PAYROLL
05/14/2024	EBELING, JAMES S	DD958	3,256.16	PAYROLL
05/14/2024	SHROYER, TIMOTHY J	DD959	2,100.00	PAYROLL
05/14/2024	WHIPPLE, JOSEPH M	DD960	1,815.00	PAYROLL
05/14/2024	PENTLAND, SHANTEL M	DD961	1,471.40	PAYROLL
05/17/2024	QUADIENT LEASING USA, INC	GEN 30940	780.63	UTILITY BILL AND INSERT MAILING
05/17/2024	BEST WAY DISPOSAL	GEN 30935	9,945.00	DUMP DAY 2024 BIN DELIVERY AND SERVICE
05/17/2024	DALE MOEN	GEN 30938	54.00	WINDOW CLEANING AT VILLAGE HALL
05/17/2024	NYE UNIFORM COMPANY	GEN 30939	1,242.73	BALLISTIC VEST FOR OFFICE DUNKERLEY
05/17/2024	HYDROCORP, INC	GEN 30937	370.00	REOCCURRING LABOR FOR THE CROSS CONNECTION PROGRAM
05/17/2024	COURIER-LEADER & FLASHES	GEN 30936	4,800.00	NEWSPAPER ADS FOR THE WASTEWATER & WATER BOND RESOLUTIONS
05/17/2024	WIGHTMAN & ASSOCIATES	GEN 30942	4,300.00	NON-USDA ROAD IMPROVEMENTS
05/17/2024	WIGHTMAN & ASSOCIATES	GEN 30942	16,600.00	USDA SEWER IMPROVEMENTS
05/17/2024	WIGHTMAN & ASSOCIATES	GEN 30942	11,700.00	USDA DRINKING WATER IMPROVEMENTS

05/17/2024	AUSRA KUBOTA INC	GEN 30934	475.67	MAINTENANCE ON KUBOTA
05/17/2024	ROOP GURLEEN PETROLEUM	GEN 30941	1,065.60	GASOLINE FOR PATROL CARS
05/22/2024	BG DEFENSE CO LLC	GEN 30943	1,000.00	PATROL RIFLE FOR SRO
05/22/2024	THE CURCIO LAW FIRM	GEN 30950	1,382.50	PROFESIONAL ATTORNEY SERVICES FOR APRIL
05/22/2024	MARLIN LEASING CORP	GEN 30946	212.03	LEASE PAYMENT FOR COPIER/PRINTER
05/22/2024	SKY HIGH PARTY WORKS	GEN 30948	577.50	BOUNCE HOUSES FOR DECATUR DAY 2024
05/22/2024	THE CLOTHES BASKET	GEN 30949	93.75	DRY CLEANING FOR PD FEB
05/22/2024	THE CLOTHES BASKET	GEN 30949	112.50	DRY CLEANING FOR PD UNIFORMS FOR MAR
05/22/2024	THE CLOTHES BASKET	GEN 30949	81.25	DRY CLEANING FOR PD UNIFORMS FOR APRIL
05/22/2024	LOZADA AUTO REPAIR	GEN 30945	78.00	OIL CHANGE FOR THE 2020 PATROL CAR
05/22/2024	PINE LAKE BUILDERS LLC	GEN 30947	2,125.00	REMOVE AND REPLACE ROOF ON RAIDER ROMP RESTROOMS
05/22/2024	J.C. AND SONS INC.	GEN 30944	1,800.00	REMOVAL OF SPLIT TREE ON SANDY KNOLL
05/24/2024	BLUE CARE NETWORK,	30952	1,623.49	PAYROLL
05/24/2024	MISDU,	30954	54.48	PAYROLL
05/24/2024	FOPLC,	30955	200.00	PAYROLL
05/24/2024	INTERNAL REVENUE SERVICE,	EFT1106	7,878.43	PAYROLL
05/24/2024	MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM	EFT1107	4,748.30	PAYROLL
05/24/2024	STATE OF MICHIGAN,	EFT1108	1,183.27	PAYROLL
05/28/2024	MYERS, GORDY J	30951	1,604.02	PAYROLL
05/28/2024	VANDERWOUDE, THOMAS C	30956	1,968.20	PAYROLL
05/28/2024	TAPPER, CHRISTOPHER C	DD962	3,230.40	PAYROLL
05/28/2024	DUNCAN, MEGAN M	DD963	1,823.21	PAYROLL
05/28/2024	BUSH, DOMINIC J	DD964	2,881.20	PAYROLL
05/28/2024	DAHLQUIST, THOMAS L	DD965	3,298.64	PAYROLL
05/28/2024	DUNKERLEY, KENNETH R	DD966	2,318.72	PAYROLL
05/28/2024	FRANK, ZACKERY A	DD967	2,195.20	PAYROLL
05/28/2024	RIGG, THEODORE A	DD968	2,645.08	PAYROLL
05/28/2024	VANDERWOUDE, THOMAS C	DD969	3,028.00	PAYROLL
05/28/2024	HEMENWAY, TODD A	DD970	280.00	PAYROLL
05/28/2024	MANN, ELES A F	DD971	252.00	PAYROLL
05/28/2024	BOITNOTT, PATRICK A	DD972	1,513.60	PAYROLL
05/28/2024	EBELING, JAMES S	DD973	3,774.19	PAYROLL
05/28/2024	SHROYER, TIMOTHY J	DD974	2,161.25	PAYROLL
05/28/2024	WHIPPLE, JOSEPH M	DD975	1,790.00	PAYROLL
05/28/2024	PENTLAND, SHANTEL M	DD976	1,446.40	PAYROLL
05/28/2024	INTERNAL REVENUE SERVICE,	EFT1109	500.71	PAYROLL
05/28/2024	STATE OF MICHIGAN,	EFT1110	83.65	PAYROLL
05/31/2024	MURTON, SCOTT	GEN 30957	45.63	UB refund for account: 0298
05/31/2024	THE CURCIO LAW FIRM	GEN 30962	226.50	PROFESSIONAL ATTORNEY SERVICE FOR MARCH
05/31/2024	PJ PRINTING	GEN 30959	130.00	WINDOW AND NON WINDOWED EVELOPES
05/31/2024	PLUMMER'S ENVIRONMENTAL SERVICES	GEN 30960	1,936.50	2024 DECATUR WATER SERVICE MATERIAL INVEST PROJECT FINAL PAYMENT
05/31/2024	TED RIGG	GEN 30961	41.01	SLING MOUNT FOR AR/LUNCH FOR DAHLQUIST/RIGG FOR TRAINING
05/31/2024	KENNETH DUNKERLEY	GEN 30958	124.38	REIMBURSEMENT FOR MILEAGE AND LUNCH BUSH/DUNKERLEY TRAINING
05/31/2024	WILDCAT WHIPPY DIP	GEN 30963	100.00	ICE CREAM EVENT NIGHT MARKET

TOTAL: 228,275.59



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Megan Duncan, Village Clerk/Treasurer
REVIEWED BY: Christopher Tapper, Village Manager
DATE: June 3, 2024

SUBJECT: Request to hold a Truth and Taxation Public Hearing

Action Requested:

It is requested the Village Council hold a Truth and Taxation public hearing to receive comments on the proposed property taxes millages to be levied on property in 2024 and sequentially approve tax millage rates for 2024.

Background:

One of the functions of the Village Council is to set millage rates and fee schedules. Holding a Truth and Taxation public hearing allows Village Council to levy a millage rate that would result in increased tax revenue on base tax properties due to increase valuation. The millage increase if approved by council is 0.7943 mills and would result in a \$33,949 increase in revenue.

The rollback due to the L-4029 Headlee enforcement reduced the millage rates to 11.4166 for general operations, 4.5664 for street operations and 1.8262 for the Downtown Development Authority. Essentially lowering the revenues for the General Fund, Street Fund and DDA.

It should be noted that Village Council has not increased the Village Operation rate, Street rate or the DDA rate. The maximum allowable millage rate has been consistently the same since 2022.

Attachment:

2024 L-4029

2024 MILLAGE REDUCTION FRACTION CALCULATIONS WORKSHEET**L-4034**

**INCLUDING MILLAGE REDUCTION FRACTION CALCULATIONS NOT
SPECIFICALLY ASSIGNED TO THE COUNTY EQUALIZATION DIRECTOR BY LAW**

VAN BUREN

COUNTY

TAXING JURISDICTION:

43 DECATUR VILLAGE

2023 Unit Total Taxable Value	(Prior TV)	39,391,567
2024 Losses to prior Taxable Value (MCL 211.34d)	(Losses TV)	144,852
2024 Additions (MCL211.34d)	(Additions TV)	1,662,500
2024 Unit Total Final Taxable Value (based on S.E.V.)	(Current TV)	42,740,909
2024 Unit Total Taxable Value based on Assessed Valuation	(AV based TV)	42,740,909
2024 Unit Total Taxable Value based on C.E.V.	(CEV based TV)	42,740,909
2023 Inflation Rate (for 2024 Calculations)	(2023 CPI)	1.051

1. Section 211.34d, M.C.L., "Headlee" (for each unit of local government)

See STC Bulletins 3 of 1995 and 3 of 1997 regarding the calculation of additions and losses.

$$\begin{array}{rcl}
 \text{(2023 Total T.V. - 2024 Losses)} \times \text{CPI} & & \\
 \text{(39,391,567 - 144,852)} \times 1.051 & = & 41,248,297 \\
 \text{(42,740,909 - 1,662,500)} & & 41,078,409 \\
 \text{(2024 Total T.V. - 2024 Additions)} & & \\
 \text{ACTUAL} & 1.0041 &
 \end{array}
 = \boxed{1.0000}$$

2024 Millage Reduction Fraction (Headlee)

Round to 4 decimal places in the conventional manner.

2a. Section 211.34, M.C.L., "Truth in Assessing" (for cities and townships if S.E.V. exceeds A.V. f 2024 only)

$$\begin{array}{rcl}
 \text{2024 Unit Total Taxable Value based on AV} & = & 42,740,909 \\
 \text{2024 Unit Total Final Taxable Value (based on S.E.V.)} & & 42,740,909 \\
 \text{ACTUAL} & 1.0000 &
 \end{array}
 = \boxed{1.0000}$$

2024 Rollback Fraction (Truth in Assessing)

Round to 4 decimal places in the conventional manner.

See STC Bulletin No. 6 of 2024 for more information regarding this calculation.

2b. Section 211.34, M.C.L., "Truth in County Equalization" (for villages, counties and authorities if S.E.V. exceeds C.E.V. for 2024 only)

$$\begin{array}{rcl}
 \text{2024 Unit Total Taxable Value based on C.E.V.} & = & 42,740,909 \\
 \text{2024 Unit Total Final Taxable Value (based on S.E.V.)} & & 42,740,909 \\
 \text{ACTUAL} & 1.0000 &
 \end{array}
 = \boxed{1.0000}$$

2024 Rollback Fraction (Truth in County Equalization)

Round to 4 decimal places in the conventional manner.

See STC Bulletin No. 6 of 2024 for more information regarding this calculation.

3. Section 211.24e, M.C.L., "Truth in Taxation" (for each taxing jurisdiction that levied more than 1 mill for operating purposes in 2023 only)

$$\begin{array}{rcl}
 \text{(2,023 Total T.V. - 2024 Losses)} & & \\
 \text{(39,391,567 - 144,852)} & & \\
 \text{(42,740,909 - 1,662,500)} & & 39,246,715 \\
 \text{(2024 Total T.V. - 2024 Additions)} & & 41,078,409 \\
 & &
 \end{array}
 = \boxed{0.9554}$$

2024 Base Tax Rate Fraction (Truth in Taxation)

Round to 4 decimal places in the conventional manner.

Use the same amounts for additions and losses as were used for the 211.34d ("Headlee") rollback.

NOTE: The truth in taxation BTRF is independent from the cumulative millage reductions provided by MCL sections 211.34d and 211.34. The Base Tax Rate equals the BTRF X last year's Operating Rate levied.

COUNTY VAN BUREN
UNIT: DECATUR VILLAGE
YEAR: 2024

Unit Total TV **2023**
Unit Total TV **2024**

39,391,567
42,740,909

HEADLEE & MCL 211.34ROLLBACK COMPUTATIONS

SOURCE AND PURPOSE OF OPERATING ONLY MILLAGE	PRIOR YEAR'S PERM REDUCED or REDUCE NEWLY VOTED MILLAGE see MCL 211.34d(9)	CURRENT MILLAGE REDUCTION FRACTION	CURRENT PERM. REDUCED MILLAGE *	TRUTH IN ASSESSING or TRUTH IN EQUALIZATION FRACTION	CURRENT MAXIMUM ALLOWABLE MILLAGE RATE
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Post debt & specials to L-4029.

Last year's L-4029

L-4029 col. (6)

L-4029 col. (7)

L-4029 col. (8)

L-4029 col. (9)

VILLAGE ACT	OPERATING	11.4166	x	1.0000	=	11.4166	x	1.0000	=	11.4166
was the above millage approved since this May 31? Y = YES										
VILLAGE ACT	STREETS	4.5664	x	1.0000	=	4.5664	x	1.0000	=	4.5664
was the above millage approved since this May 31? Y = YES										
EXTRA VOTED	DDA ACT	1.8262	x	1.0000	=	1.8262	x	1.0000	=	1.8262
was the above millage approved since this May 31? Y = YES										
			x	1.0000	=	0.0000	x	1.0000	=	0.0000
was the above millage approved since this May 31? Y = YES										
			x	1.0000	=	0.0000	x	1.0000	=	0.0000
was the above millage approved since this May 31? Y = YES										
			x	1.0000	=	0.0000	x	1.0000	=	0.0000
was the above millage approved since this May 31? Y = YES										
Total of newly voted & last		17.8092				17.8092				17.8092
year's perm reduced millage.						2024 MAXIMUM ALLOWABLE OPERATING				
						MILLAGE UNDER HEADLEE & MCL 211.34 =				17.8092

NOTE: The only way to levy more than your maximum millage due to the Headlee rollback is to have voters approve additional millage.

TRUTH IN TAXATION DOES NOT APPLY TO YOU THIS YEAR !!

TRUTH IN TAXATION COMPUTATIONS

2024 BASE TAX RATE FRACTION:	(from L-4034)	0.9554	(1)
2023 OPERATING MILLAGE RATE:	(actually levied)	17.8092	(2)
2024 BASE TAX RATE:	(w/out hearing)	17.0149	(1) x (2) = (3)
2024 MAX. ALLOWABLE OPERATING MILLAGE RATE:		17.8092	(from above) = (4)
MINUS 2024 BASE TAX RATE:	(B.T.R.)	17.0149	(3) = (5)
MILLAGE INCREASE:	(with a hearing)	0.7943	(4) - (5) = (6) or
If you plan to levy more than the B.T.R. but less than the Max. Allowable, enter the amount here.			(7) - (5) = (6)

MILLAGE INCREASE	0.7943	-
2024 BASE TAX RATE	17.0149	= 4.67%
MILLAGE INCREASE FROM HEARING*		

2024 TV x .001 x MILLAGE INCREASE	=	\$ 33,949	-
REVENUE INCREASE FROM HEARING			

(2024 TV x 2024 BASE RATE)	-1	727,232	
(2023 TV x 2023 ACTUAL OPER RATE)	=	701,532	= 3.66%
2024 REVENUE INCREASE WITHOUT HEARING			

*Must be published in notice of public hearing on increasing property taxes. Your current year's millage cannot exceed your maximum under Truth in Taxation unless authorized by the governing body at the hearing. Your current year's millage cannot exceed your Headlee maximum without a millage election.

**DECATUR VILLAGE
TRUTH IN TAXATION REVENUE GAIN CALCULATION**

PURPOSE AND SOURCE OF MILLAGE		HEADLEE MAXIMUM AMOUNT	MILLAGE GAIN WITH TRUTH IN TAXATION	UNIT'S TAXABLE VALUE	TRUTH IN TAXATION REVENUE GAINED
<u>VILLAGE ACT</u>	<u>OPERATING</u>	<u>11.4166</u>	<u>0.5092</u> x	42,740,909	= \$ 21,764
<u>VILLAGE ACT</u>	<u>STREETS</u>	<u>4.5664</u>	<u>0.2037</u> x	42,740,909	= \$ 8,706
<u>EXTRA VOTED</u>	<u>DDA ACT</u>	<u>1.8262</u>	<u>0.0814</u> x	42,740,909	= \$ 3,479
-	-	<u>0.0000</u>	<u>0.0000</u> x	-	= \$ -
-	-	<u>0.0000</u>	<u>0.0000</u> x	-	= \$ -
-	-	<u>0.0000</u>	<u>0.0000</u> x	-	= \$ -
		<u>17.8092</u>	<u>0.7943</u>		\$ 33,949
			BALANCES		BALANCES
			0.7943		\$ 33,949

**MAXIMUM ALLOWABLE MILLAGES WITHOUT
TRUTH IN TAXATION HEARING**

PURPOSE AND SOURCE OF MILLAGE		HEADLEE MAXIMUM AMOUNT	MULTIPLIER WITHOUT TR. IN TAX.	MAXIMUM MILLAGE WITHOUT TR. IN TAX.	MAXIMUM REVENUE WITHOUT TR. IN TAX.
<u>VILLAGE ACT</u>	<u>OPERATING</u>	<u>11.4166</u>	x 0.955399 =	10.9074	\$ 466,192
<u>VILLAGE ACT</u>	<u>STREETS</u>	<u>4.5664</u>	x 0.955399 =	4.3627	\$ 186,466
<u>EXTRA VOTED</u>	<u>DDA ACT</u>	<u>1.8262</u>	x 0.955399 =	1.7448	\$ 74,574
-	-	<u>0.0000</u>	x 0.955399 =	0	\$ -
-	-	<u>0.0000</u>	x 0.955399 =	0	\$ -
-	-	<u>0.0000</u>	x 0.955399 =	0	\$ -
<u>TOTALS</u>		<u>17.8092</u>		17.0149	\$ 727,232
				BALANCES	BALANCES
				17.0149	727,232

The following notice is required by MCL Section 211.24e which provides:

- 1) The body of the notice must be set in 12 point type or larger.
- 2) The headline "Notice of Public Hearing on Increasing Property Taxes" must be set in 18 point type or larger.
- 3) The notice cannot be smaller than 8 column inches by 4 horizontal inches.
- 4) The notice cannot be placed in the portion of the newspaper reserved for legal notices or classified advertising.

Notice of Public Hearing on Increasing Property Taxes

The _____ of the DECATUR VILLAGE
name of governing body name of taxing unit
will hold a public hearing on a proposed increase of 0.7943 mills in the operating tax
millage rate to be levied on property in 2024 -

The hearing will be held on _____, _____ at _____
day date time a.m./p.m.
at _____,
place address

The date and location of the meeting to take action on the proposed additional millage will be announced at this public meeting.

If adopted, the proposed additional millage will increase operating revenues from ad valorem property taxes 4.67% over such revenues generated by levies permitted

without holding a hearing. If the proposed additional millage rate is not approved, the operating revenue will increase by 3.66% over the preceding year's operating revenue.

The taxing unit publishing this notice, and identified below, has complete authority to establish the number of mills to be levied from within its authorized millage rate.

This notice is published by:

DECATUR VILLAGE

name of taxing unit

street address

city, state, zip

phone

TRUTH IN TAXATION NOTICE

INSTRUCTIONS TO LOCAL GOVERNMENTS

This notice is not required if the local taxing unit complies with section 16 of the Uniform Budgeting and Accounting Act, PA 2 of 1968 as amended, being section 141.436 of the Michigan Compiled Laws. If a local taxing unit does not comply with section 16 of the Uniform Budgeting and Accounting Act, the following instructions still apply.

MCL, Section 211.24e requires that notice of a public hearing be published by a local taxing unit which proposes to increase operating tax levies over the maximum amount allowed to be levied without a hearing. Notice may be published alone or included with the notice of public hearing on a unit's budget held pursuant to MCL, Section 141.412. The preceding model notice fulfills the requirements under MCL, Section 211.24e. It can be completed with all the information provided and forwarded to the appropriate newspaper for publication.

Other pertinent information can be included in the notice. This sample notice form meets minimum legal requirements.

In addition to publishing requirements, the notice must be posted at the principal office of the taxing unit.

The notice must be published in a newspaper of general circulation in the taxing unit. Publication must occur six or more days before the public hearing.

The proposed additional millage rate must be established by a resolution adopted by the governing body of the taxing unit before it conducts the public hearing.

Not more than ten days after public hearing, a taxing unit may approve the levy of an additional millage rate equal to or less than the proposed additional millage rate that was published and on which a public hearing has been held.

INSTRUCTIONS FOR 2024 TAX RATE REQUEST

Millage Request Report to County Board of Commissioners

These instructions are provided under MCL Sections 211.24e (truth in taxation), 211.34 (truth in county equalization and truth in assessing), 211.34d (Headlee), and 211.36 and 211.37 (apportionment).

Column 1: Source. Enter the source of each millage. For example, allocated millage, separate millage limitations voted, charter, approved extra-voted millage, public act no., etc. Do not include taxes levied on the Industrial Facilities Tax Roll.

Column 2: Purpose of millage. Examples are: operating, debt service, special assessments, school enhancement millage, sinking fund millage, etc. A local school district must separately list operating millages by whether they are levied against ALL PROPERTIES in the school district or against the NON-HOMESTEAD group of properties. (See State Tax Commission Bulletin No. 3 of 2017 for more explanation.) A local school district may use the following abbreviations when completing Column 2: "Operating ALL" and Operating NON-HOME". "Operating ALL" is short for "Operating millage to be levied on ALL PROPERTIES in the local school district" such as Supplemental (Hold Harmless) Millages and Building and Site Sinking Fund Millages. "Operating NON-HOME" is short for "Operating Millage to be levied on ALL PROPERTIES EXCLUDING PRINCIPAL RESIDENCE, QUALIFIED AGRICULTURAL, QUALIFIED FOREST AND INDUSTRIAL PERSONAL PROPERTIES in the local school district" such as the 18 mills in a district which does not levy a Supplemental (Hold Harmless) Millage.

Column 3: Date of Election. Enter the month and year of the election for each millage authorized by direct voter approval.

Column 4: Millage Authorized. List the allocated rate, charter aggregate rate, extra-voted authorized before 1979, each separate rate authorized by voters after 1978, debt service rate, etc. (This rate is the rate before any reductions.)

Column 5: 2023 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback. Starting with taxes levied in 1994, the "Headlee" rollback permanently reduces the maximum rate or rates authorized by law or charter. The 2023 permanently reduced rate can be found in column 7 of the 2023 form L-4029. For operating millage approved by the voters after April 30, 2024, enter the millage approved by the voters. For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable".

Column 6: Current year Millage Reduction Fraction. List the millage reduction fraction certified by the county treasurer for the current year as calculated on form 2166(L-4034) 2023 *Millage Reduction Fraction Calculations Worksheet*. The millage reduction fraction shall be rounded to four (4) decimal places. The current year millage reduction fraction shall not exceed 1.0000 for 2024 and future years. This prevents any increase or "roll up" of millage rates. Use 1.0000 for millages approved by the voters after April 30, 2024. For debt service or special assessments not subject to a millage reduction fraction, enter 1.0000.

Column 7: 2024 Millage Rate Permanently Reduced by MCL 211.34d ("Headlee") Rollback. The number in column 7 is found by multiplying column 5 by column 6 on this 2024 form L-4029. This rate must be rounded DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter "NA" signifying "not applicable".

Column 8: Section 211.34 Millage Rollback Fraction (Truth in Assessing or Truth in Equalization). List the millage rollback fraction for 2024 for each millage which is an operating rate. Round this millage rollback fraction to 4 decimal places. Use 1.0000 for school districts, for special assessments and for bonded debt retirement levies. For counties, villages and authorities, enter the Truth in Equalization Rollback Fraction calculated on STC form L-4034 as TOTAL TAXABLE VALUE BASED ON CEV FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. Use 1.0000 for an authority located in more than one county. For further information, see State Tax Commission Bulletin No. 2 of 2024. For townships and cities, enter the Truth in Assessing Rollback Fraction calculated on STC form L-4034 as TOTAL TAXABLE VALUE BASED ON ASSESSED VALUE FOR ALL CLASSES/TOTAL TAXABLE VALUE BASED ON SEV FOR ALL CLASSES. The Section 211.34 Millage Rollback Fraction shall not exceed 1.0000.

Column 9: Maximum Allowable Millage Levy. Multiply column 7 (2024 Millage Rate Permanently Reduced by MCL 211.34d) by column 8 (Section 211.34 millage rollback fraction). Round the rate DOWN to 4 decimal places. (See STC Bulletin No. 11 of 1999, Supplemented by Letter of 6/7/2000.) For debt service or special assessments not subject to a millage reduction fraction, enter millage from Column 4.

Column 10/Column 11: Millage Requested to be Levied. Enter the tax rate approved by the unit of local government provided that the rate does not exceed the maximum allowable millage levy (column 9). A millage rate that exceeds the base tax rate (Truth in Taxation) cannot be requested unless the requirements of MCL 211.24e have been met. For further information, see State Tax Commission Bulletin No. 2 of 2024. A LOCAL School District which levies a Supplemental (Hold Harmless) Millage shall not levy a Supplemental Millage in excess of that allowed by MCL 380.1211(3). Please see the memo to assessors dated October 26, 2004 regarding the change in the collection date of certain county taxes.

Column 12: Expiration Date of Millage. Enter the month and year on which the millage will expire.

2024 TAX RATE REQUEST
MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

County	VAN BUREN	Taxable Value	42,740,909
Local Government Unit	DECATUR VILLAGE		

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec. 211.119.
The following tax rates have been authorized for levy on the 2024 tax roll.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
				2023	2024	2024			Millage	Millage	
			Millage	Millage Rate	Current Year	Millage Rate	Sec. 211.34	Maximum	Requested	Requested	Expiration
Source	Purpose of	Date of	Authorized	Reduced by	Millage	Reduced by	Millage	Allowable	to be	to be	Date of
	Millage	Election	by Election,	MCL 211.34d	Reduction	MCL 211.34d	Rollback	Millage	Levied	Levied	Millage
			Charter, etc.		Fraction		Fraction	Rate*	July 1	Dec. 1	Authorized
VILLAGE ACT	OPERATING		12.5000	11.4166	1.0000	11.4166	1.0000	11.4166	11.4166		unlimited
VILLAGE ACT	STREETS		5.0000	4.5664	1.0000	4.5664	1.0000	4.5664	4.5664		unlimited
EXTRA VOTED	DDA ACT	1993	2.0000	1.8262	1.0000	1.8262	1.0000	1.8262	1.8262		unlimited
Total Millage									17.8092		

Prepared by	Megan Duncan	Title	Village Clerk/Treasurer	Date	
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As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary, to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34, and for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, MCL 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Type Name	Date
<input type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Type Name	Date
<input type="checkbox"/> President			

*Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. A public hearing and determination is required for an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

	Prior TV	Current	Changes	Max Allow	Max Allow	Max Allow	Est Max	Max Millage	Millage	Estimate GF	Millage	Estimate Street	Millage	Estimate DDA	Total
Date	Taxable Value	Taxable Value	Taxable Value	Millage Rate Operating	Millage Rate Streets	Millage Rate DDA	Millage Rate	Allowed by Charter	Revised Operating	Revenues	Revised Streets	Revenues	Revised DDA	Revenues	Millage
2016	38,464,816	32,401,025	(6,063,791.00)	11.4487	4.5793	1.8314	17.8594	19.0000	11.4487	292,363.91	3.0000	77,530.07	1.8314	11,000.90	16.2801
2017	32,401,025	32,227,373	(173,652.00)	11.4487	4.5793	1.8314	17.8594	19.0000	11.4487	313,202.12	3.0000	81,814.65	1.8314	5,190.97	16.2801
2018	32,227,373	38,287,563	6,060,190.00	11.4487	4.5793	1.8314	17.8594	19.0000	11.4487	305,623.68	3.0000	79,313.53	1.8314	19,892.28	16.2801
2019	38,287,563	38,947,376	659,813.00	11.4487	4.5793	1.8314	17.8594	19.0000	11.4487	277,227.77	3.0000	72,642.79	1.8314	11,195.48	16.2801
2020	38,947,376	38,176,814	(770,562.00)	11.4487	4.5793	1.8314	17.8594	19.0000	11.4487	292,918.80	4.5793	116,119.29	1.8314	7,584.59	17.8594
2021	38,176,814	36,380,120	(1,796,694.00)	11.4338	4.5733	1.8262	17.8333	19.0000	11.4338	313,753.13	4.5733	125,911.03	1.8314	8,061.44	17.8385
2022	36,380,120	37,997,306	1,617,186.00	11.4166	4.5664	1.8262	17.8092	19.0000	11.4166	334,651.92	4.5664	133,851.40	1.8262	9,893.21	17.8092
2023	37,997,306	39,391,567	1,394,261.00	11.4166	4.5664	1.8262	17.8092	19.0000	11.4166	367,143.48	4.5664	144,896.42	1.8262	10,269.25	17.8092
2024	39,391,567	42,740,909	3,349,342.00	11.4166	4.5664	1.8262	17.8092	19.0000	11.4166	370,000.00	4.5664	150,000.00	1.8262	15,000.00	17.8092
										318,542.76		109,119.9089		10,898.68	

Notice of Public Hearing on Increasing Property Taxes

The VILLAGE COUNCIL of the VILLAGE OF DECATUR will hold a public hearing on a proposed increase of [0.5092](#) mills in the operating tax, a proposed increase of [0.2037](#) mills in the street tax, [0.0814](#) mills in the downtown development authority tax millage rate to be levied on property in 2024.

The hearing will be held on Monday, June 3, 2024 at 7:00 P.M.
at VILLAGE HALL, 114/116 N. Phelps Street, DECATUR, MI 49045

The date and location of the meeting to take action on the proposed additional millage will be announced at this public meeting. If adopted, the proposed additional millage will increase operating revenues from ad valorem property taxes [4.67%](#) over such revenues generated by levies permitted.

without holding a hearing. If the proposed additional millage rate is not approved, the operating revenue will decrease by [1.00%](#) over the preceding year's operating revenue.

The taxing unit publishing this notice, and identified below, has complete authority to establish the number of mills to be levied from within its authorized millage rate.

This notice is published by:
VILLAGE OF DECATUR
114 N. Phelps Street
Decatur, MI 49045

MCL, Section 211.24e requires that notice of a public hearing be published by a local taxing unit which proposes to increase operating tax levies over the maximum amount allowed to be levied without a hearing. Notice may be published alone or included with the notice of public hearing on a unit's budget held pursuant to MCL, Section 141. 412. The preceding model notice fulfills the requirements under MCL, Section 211.24e. It can be completed with all the information provided and forwarded to the appropriate newspaper for publication.



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Megan Duncan, Clerk/Treasurer
REVIEWED BY: Christopher Tapper, Village Manager
DATE: June 3, 2024

SUBJECT: Request to adopt 2024 Tax Rates L-4029 and authorize the Village President and Clerk to execute the millage request report to the Van Buren County Board of Commissioners.

Action Requested:

It is requested that Village Council adopt 2024 Tax Rates L-4029 and authorize the Village President and Clerk to execute the millage request report to the Van Buren County Board of Commissioners.

Background:

One of the functions of the Village Council is to set millage rates and fee schedules. The millage rates presented to the Village are Operating Funds 11.4166, Street Funds 4.5664, and Downtown District Authority 1.8262. The Truth and Taxation Hearing allows the governing body to decide to levy a rate which will not to exceed the maximum authorized rate but allows to levy more than the base tax rates.

Attachment(s):

2023 Tax Millage worksheet L-4029

2024 TAX RATE REQUEST
MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

County	VAN BUREN	Taxable Value	42,740,909
Local Government Unit	DECATUR VILLAGE		

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec. 211.119.
The following tax rates have been authorized for levy on the 2024 tax roll.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
Source	Purpose of Millage	Date of Election	Millage Authorized by Election, Charter, etc.	2023 Millage Rate Permanently Reduced by MCL 211.34d	2024 Current Year Millage Reduction Fraction	2024 Millage Rate Permanently Reduced by MCL 211.34d	Sec. 211.34 Millage Rollback Fraction	Maximum Allowable Millage Rate*	Millage Requested to be Levied July 1	Millage Requested to be Levied Dec. 1	Expiration Date of Millage Authorized
VILLAGE ACT	OPERATING		12.5000	11.4166	1.0000	11.4166	1.0000	11.4166	11.4166		unlimited
VILLAGE ACT	STREETS		5.0000	4.5664	1.0000	4.5664	1.0000	4.5664	4.5664		unlimited
EXTRA VOTED	DDA ACT	1993	2.0000	1.8262	1.0000	1.8262	1.0000	1.8262	1.8262		unlimited
Total Millage									17.8092		

Prepared by	Megan Duncan	Title	Village Clerk/Treasurer	Date	
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As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary, to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34, and for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, MCL 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Type Name	Date
<input type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Type Name	Date
<input type="checkbox"/> President			

*Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. A public hearing and determination is required for an operating levy which is larger than the base tax rate but not larger than the rate in column 9.



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Megan Duncan, Clerk/Treasurer
REVIEWED BY: Christopher Tapper, Village Manager
DATE: June 3, 2024

SUBJECT: Request to adopt Resolution 2024-013 Property Taxes

Action Requested:

It is requested that Village Council adopt Resolution 2024-013 submission deadline of delinquent taxes to County Treasurer.

Background:

The Village of Decatur must submit delinquent taxes to the Van Buren County Treasurer on September 15 for collections. The Village may extend that deadline to when the County Treasurer is required to declare property taxes delinquent and submit collection, February 28, 2025.

The following Resolution addresses the administration process required.

Attachment(s):

Resolution 2024-013

VILLAGE OF DECATUR

COUNTY OF VAN BUREN

STATE OF MICHIGAN

RESOLUTION 2024-013: TO EXTEND SUBMISSION DEADLINE OF DELINQUENT TAXES TO COUNTY TREASURER PURSUANT TO MCL 69.18 (2)

WHEREAS, the Village of Decatur must submit delinquent taxes to the Van Buren County Treasurer on September 15 for collection; and

WHEREAS, the Village of Decatur may extend that deadline to when the Van Buren County Treasurer is required to declare property taxes delinquent and submit for collection by resolution. MCL 69.18 (2); and

WHEREAS, the Van Buren County Treasurer submits delinquent property taxes for collection on March 1 following the years those property taxes were billed; and

WHEREAS, this Resolution shall be effective for the current tax year if resolved before June 1st of that year; and

WHEREAS, a resolution extending the deadline for submission shall be effective in perpetuity until revoked by resolution; and

WHEREAS, a resolution extending the deadline for submission to the Van Buren County Treasurer does not change any fees and interest imposed by law. MCL 211.11 et seq.

NOW THEREFORE BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF DECATUR, VAN BUREN COUNTY, MICHIGAN, THAT:

The deadline for submitting delinquent property taxes to the Van Buren County Treasurer is extended from September 15th of the taxing year to the following last day of February. This shall be effective in perpetuity until revoked by further resolution. The Clerk and Treasurer shall transmit this Resolution to the Van Buren County Treasurer upon passage. The Village tax bills shall specify on each bill or by a separate enclosure with the tax bill where delinquent taxes shall be paid. MCL 69.18(2). All fees and interest imposed by law on delinquent taxes shall be imposed as required. MCL 9.18(1); MCL 211.44.

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED.

CERTIFICATION OF RESOLUTION

I, Megan Duncan, Clerk of the Village of Decatur, Van Buren County, Michigan do hereby certify that the foregoing Resolution is a True and complete copy of the Resolution duly adopted by the Village Council of the Village of Decatur at a Regular Meeting held June 3, 2024.

Dated: June 3, 2024, By: _____, Village Clerk & Treasurer



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Christopher Tapper, Village Manager
REVIEWED BY:
DATE: June 3, 2024

SUBJECT: Request to approve Police Department Firearms Training Agreement, with
Van Buren County Sheriff's Office

Action Requested:

It is requested that the Village approve Police Department Firearms Training Agreement, with
Van Buren County Sheriff's Office

Background:

The Decatur Police Department needs a qualified firearms trainer willing to provide such training services. The Van Buren County Sheriff's Department has a qualified firearms trainer on staff. Chief of Police VanDerWoude has inquired about hiring a part time officer to provide such training. This agreement with the Van Buren County Sheriff's Office achieves the objectives in a more collaborative way.

Compensation of this agreement, the Village shall reimburse the Sheriffs Office for the Training Services at the standard rates charged by the Sheriff's Office for similar services provided to other municipalities. The Sheriff's Office shall invoice the Village upon completion of each training session and payment shall be due within 30 days of invoice.

Attachment:

Police Department Firearms Training Agreement

POLICE DEPARTMENT FIREARMS TRAINING AGREEMENT

This Police Department Firearms Training Agreement (this "Agreement") is made as of _____, 2024, between the Village of Decatur (the "Village") and the Van Buren County Sheriff's Office (the "Sheriff's Office").

RECITALS

- A. The Village desires to obtain firearms training services for its officers.
- B. The Sheriff's Office employs a qualified firearms trainer is willing to provide such training services under the terms set forth herein

TERMS AND CONDITIONS

In exchange for the consideration in and referred to by this Agreement, the parties agree as follows:

1. Scope of Services. The Sheriff's Office shall provide firearms training for the Village's police officers ("Training Services") upon the Village's request. The Training Services shall be performed by Sheriff's Deputy Ray Hochsprung or another Sheriff's Office employee approved in advance of the training by the Village's Police Chief. The Village Police Chief will communicate directly with the deputy performing the training for scheduling purposes.
2. Compensation. The Village shall pay the Sheriff's Office for the Training Services at the standard rates charged by the Sheriff's Office for similar services provided to other municipalities. The Sheriff's Office shall invoice the Village upon completion of each training session, and payment shall be due within 30 days of receipt of each invoice.
3. Term. This Agreement shall commence on the date first written above and shall continue in effect until terminated by either party upon 30 days' written notice to the other party.
4. Release of Liability. The Village agrees to release and forever discharge the Sheriff's Office, its deputies, agents, and employees from any and all liabilities, claims, demands, or causes of action that may arise from or in connection with any personal injuries to Village officers resulting from the Training Services provided under this Agreement, except for injuries resulting directly from the gross negligence or willful misconduct of the Sheriff's Office or its personnel.
5. Interpretation. This is the entire agreement between the parties as to its subject matter. This Agreement may not be modified except in writing signed by the parties. Its interpretation shall not be affected by any course of dealing. The captions are for convenience and form no part of this Agreement, but the recitals are an integral part of this Agreement. This Agreement shall be construed as if it were mutually drafted.
6. Governing Law. To the extent permitted by law, jurisdiction and venue pertaining to any action arising from or pursuant to this Agreement shall be with the state courts in Van Buren County, Michigan.

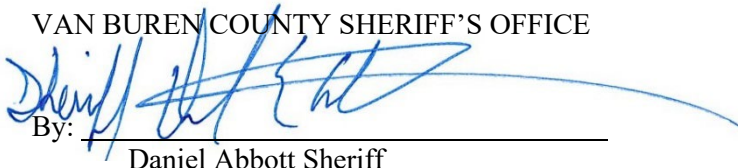
The parties have signed this Agreement as of the date first above written.

VILLAGE OF DECATUR

By: _____
Ali Elwaer, President

By: _____
Megan Duncan, Clerk

VAN BUREN COUNTY SHERIFF'S OFFICE

By:  _____
Daniel Abbott Sheriff



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Christopher Tapper, Village Manager
REVIEWED BY:
DATE: June 3, 2024

SUBJECT: Request to approve Decatur – Hamilton Fire Department Budget 24-25

Action Requested:

It is requested that the Village approve Decatur – Hamilton Fire Department Budget 24-25

Background:

At the regular meeting of the Decatur – Hamilton Fire Department, Tuesday, May 28, 2024. The following budget was presented to the Authority Board, a month earlier than routine. The Department took advantage of several months of workshop meetings with Chairman Druskovich, and department members. The Village was also invited to the workshop sessions.

It should be noted at the Fire Board meeting, an amendment to the proposed insurance 206-338-8400 was increased to \$20,000.00.

The budget adopted by the Fire Board, has budgeted revenues \$324,100.00 with budgeted expenditures \$297,800.00 with an estimated net income of \$26,300.00.

Attachment:

DHFD – Budget 24-25



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

HAMILTON & DECATUR FIRE
Proposed Budget
July 2024 - June 2025

		NOTES
Income		
206-338-401.00 Tax Rev		
206-338-401.01 Decatur Twp	180,000.00	
206-338-401.02 Hamilton	121,000.00	
Total 206-338-401.00 Tax Rev	\$ 301,000.00	
206-338-665.00 Int Inc	100.00	
206-338-667.00 Building Lease	23,000.00	
206-338-668.00 Misc Inc	0.00	
Total Income	\$ 324,100.00	Proposed budgeted revenue is the same as last year
Expenses		
206-338-702.00 Salaries	30,300.00	Increase to \$18,300 for employees, plus everyone moving to payroll
206-338-702.01 Payroll taxes	2,700.00	
206-338-726.00 Office supplies	8,000.00	
206-338-727.00 Uniforms	8,000.00	new account line item
206-338-750.00 Supplies	10,300.00	see below
206-338-752.00 Supplies Hoses	8,000.00	
206-338-751.00 Supplies Pagers- Radios	9,000.00	
206-338-753.00 Supplies Turnout Gear	40,000.00	
206-338-759.00 Fuel & Oil	7,000.00	
206-338-801.00 Audit	12,500.00	
206-338-802.00 Prof Fee	10,000.00	
206-338-803.00 Contracted Serv	9,000.00	Payment to Fire Department
206-338-840.00 Insur	10,000.00	
206-338-850.00 Trav,Train,Misc	10,000.00	
206-338-851.00 Travel Fire Prevention	8,000.00	
206-338-924.00 Utilities	12,000.00	
206-338-934.00 Repairs		
206-338-934.01 Bldg	12,000.00	Building maintenance plus building suppression system
206-338-934.02 Equip	12,000.00	see below
206-338-934.03 Kitchen	3,000.00	Hood cleaning and maintenance
206-338-934.04 Vehicles	50,000.00	
206-338-934.05 Radio		
206-338-934.06 Other		
Total 206-338-934.00 Repairs	\$ 77,000.00	
206-338-970.00 Capital outlay/Reserve	32,000.00	see below
Total Expenses	\$ 287,800.00	
Net Income	\$ 36,300.00	
206-338-750.00 Supplies		
Drone	2,500.00	
Foam	2,000.00	
Steam table for kitchen	1,800.00	
New York hooks	1,000.00	
Basement nozzle	2,000.00	
EV Plug	1,000.00	
	10,300.00	
206-338-934.02 Equip		
Hose Testing	5,000.00	
SCBA flow testing	1,500.00	
Fill station maintenance	1,500.00	
Pump testing	1,500.00	
Generator maintenance	2,500.00	
	12,000.00	
206-338-970.00 Capital outlay/Reserve		
Driveway repairs	7,000.00	
Airpacks	25,000.00	
	32,000.00	



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Christopher Tapper, Village Manager
REVIEWED BY:
DATE: June 3, 2024

SUBJECT: Request to approve Decatur – Hamilton Quick Response Department
Budget 24-25

Action Requested:

It is requested that the Village approve Decatur – Hamilton Quick Response Department Budget 24-25

Background:

At the regular meeting of the Decatur – Hamilton Quick Response Department, Tuesday, May 28, 2024. The following budget was presented to the Authority Board, a month earlier than routine. The Department took advantage of several months of workshop meetings with Chairman Druskovich, and department members. The Village was also invited to the workshop sessions.

The budget adopted by the Fire Board, has budgeted revenues \$230,515.00 with budgeted expenditure \$239,400.00 with an estimated net loss of \$8,885.00.

Attachment:

DHQRD – Budget 24-25



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

Decatur-Hamilton Quick Response Proposed Budget July 2024 - June 2025

		NOTES
Income		
210-651-401.01 Tax Revenue - Decatur Township	135,000.00	
210-651-401.02 Tax Revenue - Hamilton Township	90,400.00	
210-651-665.00 Interest Income	115.00	
210-651-668.00 Misc. Inc	5,000.00	grant match
Total Income	\$ 230,515.00	Revenue is same as last year
Gross Profit	\$ 230,515.00	
Expenses		
210-651-702.00 Salaries		
210-651-702.02 Wages	85,100.00	moves everyone to payroll
210-651-715.00 Taxes	7,700.00	
206-338-726.00 Office supplies	1,000.00	
206-338-727.00 Uniforms	2,000.00	
210-651-750.00 Equipment & Supplys	19,500.00	see below
210-651-759.00 Fuel & Oil	2,000.00	
210-651-801.00 Audit	9,500.00	
210-651-802.00 Contracted Services	26,000.00	see below
210-651-803.00 Legal & Professional Fees	10,000.00	
210-651-840.00 Insurance	10,000.00	
210-651-924.00 Utilities	9,600.00	
210-651-930.00 Building Repairs	0.00	
210-651-932.00 Vehicle & Equip. Repairs	6,000.00	
210-651-940.00 Building Rental	12,000.00	
210-651-957.00 Bank Service Fee	0.00	
210-651-970.00 Capital - Equipment	39,000.00	see below
Total Expenses	\$ 239,400.00	
Net Operating Income	\$ (8,885.00)	
Net Income	\$ (8,885.00)	
210-651-750.00 Equipment & Supplys		
General supplies	10,000.00	
Radios	5,000.00	
CPR Mannequin	2,500.00	
Washer/Dryer	2,000.00	
	19,500.00	
210-651-802.00 Contracted Services		
Membership pay	22,000.00	
Safety Jamboree	2,000.00	
EMS Weeks	2,000.00	
	26,000.00	
210-651-970.00 Capital - Equipment		
Rad 57	9,000.00	
LUCAS	30,000.00	
	39,000.00	

Village of Decatur
Downtown Development Authority

Wednesday, May 8, 2024, at 1:00 pm
Village Hall, 114 N. Phelps Street
Decatur, MI 49045

1. Call to Order

Creagan called the meeting to order at 1:01 pm

2. Pledge of Allegiance

3. Roll Call

Ali Elwaer (Village President) excused, James Creagan (First State Bank), Jay Newell (Newell Insurance Agency) excused, Roger Kemp (RC Automotive Supply) out at 1:39 pm, Elissa Zimmer (VBDL- Webster Memorial Library), Mary Miller (Mousse Lodge), Jami Swihart (Honor Credit Union) excused, Matt Cooper (Cooper Law) excused, Christopher Tapper (Village Manager), Megan Duncan (Village Clerk/Treasurer), Shantel Pentland (Administrative Assistant).

4. Public Comments

Zimmer shared that the VBDL Webster millage passed by 600+ votes

5. Approval of Consent Agenda Items

Miller offered a motion to approve the agenda for May 8, 2024, and approve the regular meeting minutes from April 10, 2024, supported by Kemp, carried unanimously 4-0.

6. Treasurer Reports

Miller offered a motion to approve the financial statements and Revenue & Expenditure Report ending April 30, 2024, supported by Kemp, carried unanimously 4-0

7. Communications to the DDA- Presentations & Guests

1. Rebecca Harvey, Harvey Consulting was present to discuss Unfinished Business 8A.1.

8. Unfinished Business

1. The board discussed and reviewed the FY '25 Annual Calendar/ Work Plan. The board unanimously decided to postpone approval until the June 12, 2024, meeting.
2. Miller offered a motion to approve the bid for Spring/Summer 2024 Flowers from Tuttle Floral Co. at a cost not to exceed \$1,372, supported by Zimmer, carried unanimously 4-0.
3. Staff provided the board with various examples of Façade Grant Applications. A sub-committee was formed to receive feedback from DDA members on what best practices work best for our DDA. Zimmer and Miller have volunteered to steer this sub-committee and requested that each board member review the examples, or find examples of their liking, and share their feedback. All input will be presented at the August 14, 2024, DDA meeting.

9. New Business

None

10. Public Comments- Second Opportunity

Pentland provided a flyer to each member, May Food Truck schedule- sponsored by the DDA

Tapper provided each member with a copy of an article, “Let’s Think Differently”

Pentland shared that an e-mail was sent out to all members showcasing many great training opportunities, many of which would apply to this board. Members can reach out to staff to arrange registrations.

11. DDA Member Comments

None

12. Adjournment

Creagan adjourned the meeting at 1:50 pm.

Minutes submitted by: Shantel Pentland, Administrative Assistant

Village of Decatur
Planning Commission Special Joint Meeting Minutes
Thursday, May 16, 2024, at 1:00 PM
Village Hall, 114 N. Phelps Street
Decatur, MI 49045

1. **Call to Order**

Rex called the meeting to order at 1:01 PM

2. **Pledge of Allegiance**

3. **Roll Call/ Attendance**

Chairman Blaine Rex, Janet Moelaart, Cindy Pachner, Victoria Coe, Michele Gateley, Christopher Tapper (Village Manager), Shantel Pentland (Administrative Assistant)(excused), Megan Duncan (Clerk/Treasurer).

4. **Public Comment**

None

5. **Approval of Consent Agenda Items**

5A.1- Coe made a motion with support from Gateley to approve the Regular Meeting Agenda for May 6, 2024, motion carried 5-0.

5A.2 – Gateley made a motion with support from Coe to approve the Special Joint Meeting Minutes from April 18, 2024, motion carried 5-0.

6. **Communications- Presentations & Guests**

6A.1 – No presentations or guest speakers at this time.

7. **Unfinished Business**

7A.1 – Rebecca Harvey, Village Planner, updated the Planning Commission on the Master Plan. At the joint meeting the first draft was presented, Village Manager Tapper and Village Planner Harvey have been in communication with Marcie, SWMPC, addressing maps, further updates, and the overall appearance of the documents. Village Planner has recommended using Mckenna to perform the design work of the Master Plan for enhancement of this important document. Village Manager and Village Planner will be in contact with township supervisors for review of the draft of the Master Plan and approval of splitting the estimated price from Mckenna, \$4,400.00, three ways for the June meeting.

8. **New Business**

8A.1- The Planning Commission continued its discussion of short term rentals (STR). Village Planner Harvey explained the difference between short term rentals and commercial short term rentals and the benefits for having them in our community. Surrounding communities use STR as an option because there are no close hotels or available places to stay. Village Planner stated to the planning commission to consider what the future may bring and to start discussing the possibility of STR and identify potential issues and what parameters they would like to see set. Village Manager Tapper asked the Planning Commission when discussing the topic of STR to consider infrastructure, limitations, and new builds. Village Manager Tapper will be supplying examples of Village's with close population their short term rental process.

9. **Planning Commission Comments**

Gateley asked Village Manager what will happen to the two foreclosed buildings on S. Phelps. Village Manager discussed potential options depending on Van Buren County does with the buildings.

10. **Adjournment**

Trustee Pachner offered a motion with support from Moelaart to adjourn the meeting at 2:29 PM, motion carried unanimously 5-0.

Minutes submitted by: Megan Duncan, Village Clerk/Treasurer

Village of Decatur
Parks & Recreation Committee Meeting Minutes
Monday, May 20, 2024, at 4:30 P.M
Village Hall, 114 N. Phelps Street
Decatur, MI 49045

I. **Call to Order**

Trustee Pelfrey called the meeting to order at 4:30pm

II. **Pledge of Allegiance**

III. **Roll Call**

Trustee Jessica Pelfrey- Chairperson, Trustee Janice Benson, Nicky Fassett (excused), Trustee Harvey Beute, Shantel Pentland- Administrative Assistant, and Megan Duncan- Clerk/Treasurer.

IV. **Public Comment**

No public comment.

V. **Approval of Consent Agenda Items**

5A.1 – Trustee Benson offered a motion to approve the consent agenda for May 20,2024, with support from Trustee Beute, motion carried 5-0.

5A.2 – Trustee Benson offered a motion to approve the regular meeting minutes from April 15, 2024, with support from Trustee Beute, motion carried 5-0.

VI. **Communications- Presentations & Guest**

6A.1 – Katie Vanderhulst, Abonmarche, provided an update on her role for the Parks and Recreation Committee. There will be no new updates for her to give the committee on the grants the Village applied for until October 2024. Katie did offer her services for advice on the Parks and Recreation Plan the Committee will be revising this year with Decatur and Hamilton Townships.

VII. **Unfinished Business**

7A.1 – Clerk/Treasurer Duncan made a motion with support from Admin Assistant Pentland to approve Pride the Portable Toilets Co., motion carried 5-0, to supply a regular porta john at the Southside Skate Park.

7A.2 – Parks and Recreation Committee had a brief discussion about the Parks and Recreation Plan that will be expiring December 2024. The Committee agreed to reach out to Marcie from SWMPC to get a quote to work on the updated plan which needs to be done every five years. Homework for next month for the Committee is to read the entire plan and give updates, goals, and objectives for the new plan.

7A.3 – The Parks and Recreation Committee discussed park signs, the Village has two quotes and waiting on the third before it can be presented. Designs for the signs will not be available until a vendor is chosen.

VIII. **New Business**

No new business.

IX. **Public Comment- Second Opportunity**

No public comment.

X. **Members Comments**

No member comments given.

XI. **Adjournment**

Trustee Benson made a motion with support from Trustee Beute to adjourn the meeting at 5:11 P.M., motion carried 5-0.

Minutes submitted by: Megan Duncan, Village Clerk/Treasurer



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM – MONTHLY REPORT

TO: Village Council
FROM: Jimmy Ebeling, DPW
REVIEWED BY: Christopher Tapper, Village Manager
DATE: June 3, 2024

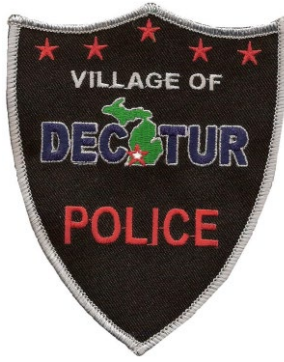
SUBJECT: May 2024 Monthly Report from DPW

Action Requested:

It is requested that the Village Council review the Report for DPW for May 2024

May 2024 – Jobs completed

- Marked 79 Miss Digs
- Completed 10 general work orders
- Completed requested shutoffs for non-payment
- Completed 6 Final Reads
- Completed data logs for high and abnormal usage
- Read water meters for billing
- Leaf and brush pickup throughout Village limits
- Mowed all parks regularly, mowed at wastewater lagoons, mowed road shoulders
- Opened Red Woolfe Park for the season
- Repaired break in the water main
- Flushed hydrants
- Completed the 2023 Consumer Confidence Report, distributed within the community
- Delivered flowerpots to Tuttle Floral for 2024 planting services
- Preparation for Food Truck days
- Preparation for 5-31-24 Night Market Event
- Sprayed weeds downtown
- Collected samples for the Monthly Water Analysis Report
- Delivered water samples to Paw Paw Lab, emailed results to EGLE
- Sewer main jetting maintenance
- Collected wastewater discharge samples
- General equipment maintenance
- Repaired sewer leads
- Installed Grapple on Kubota
- Assisted with repairs from Surf Internet's Construction, repaired/replaced services at:
 - 213 N. Phelps St.- Sewer
 - 301 E. St. Mary's St.- Sewer
 - 308 Hill St. -Water
 - 213 E. Edgar Bergen Blvd.- Sewer



Thomas VanDerWoude, Chief of Police
114 N. Phelps St.
Decatur, MI 49045
Phone: (269) 423-2171
Fax: (269) 423-7814
Email: vanderwoudet@decaturmi.org

To: Village Manager Chris Tapper
Fr: Chief Tom VanDerWoude
Date: May 29, 2024
Ref: Monthly Report for the Month of May 2024

Meetings / Events / Information:

- Council Meeting
- Fire Board Meeting
- Chief's of Police Association Meeting
- Meeting with Local Chief of Police
- Meeting with Camera Install Company (LockMaster)

Training:

- May 5th and 6th, Officer Dunkerley, Taser Instructor Training
- May 29th, Officer Bush and Officer Dunkerley, "Gathering Evidence from Today's Communication Technologies" Training @ Holland PD

Please see the below activity occurring in our community over the past month.

Arrests: May 1, 2024, to May 29, 2024

- 4-30-24, Male, Retail Fraud and Disturb the Peace
- 4-30-24, Female, Warrants (2)
- 5-4-24, Male, Two Warrants
- 5-9-24, Female, Felony Narcotics Warrant
- 5-14-24, Male, Warrant
- 5-15-24, Female, Disturb the Peace
- 5-19-24, Female, MDOP Warrant and Criminal Bench Warrant
- 5-22-24, Female, MDOP Warrant
- 5-24-24, Male, Warrant
- 5-24-24, Male, 3 Warrants
- 5-25-24, Male, Warrant
- 5-27-24, Female, Assault Warrant

Calls for Service / Reports Taken: May 1, 2024, to May 29, 2024

- General Assist
- Traffic Assist

- General Assist – Noise
- Fail to Pay – Gasoline
- Assist to VBC Treasurer
- General Assist
- Runaway Juvenile
- Breaking and Entering
- PBT Calibrations
- Check Security – Open Gate
- Assist Medical
- Civil Dispute
- Warrant Arrest
- Welfare Check – Trespass
- Noise Complaint
- Larceny
- Domestic
- Ordinance Violation
- Non-Compliant Sex Offender
- Blight – Grass
- Parking Violation
- General Assist – Security Check
- Domestic
- Salvage
- Suspicious Situation
- Welfare Check
- Assist DHFD
- Assist DHFD
- Assist VBCS – Stolen Vehicle
- Suspicious Situation
- Civil Dispute
- Crossing Guard Detail
- Assault
- Abandoned Vehicle
- Blight – Grass
- Traffic Violation
- Personal Injury Crash
- Mental Investigation
- Assist Medical
- Mental Investigation
- Check Intoxicated Person
- Warrant Arrest
- Blight – Grass
- Salvage
- Health and Safety – Loose Dog
- Salvage
- Salvage

- Death Investigation
- Criminal Sexual Conduct Investigation
- Health and Safety – Loose Dog
- Alarm
- Golf Cart Complaint
- Traffic Violation
- Illegal Burning Complaint
- Suspicious Situation
- Assist DHFD
- Assist Medical
- Harassment
- Assist Dowagiac PD
- Crossing Guard
- Assist VBCS
- Warrant Arrest
- Public Peace
- Salvage
- Civil Dispute
- Public Peace
- Personal Injury Crash
- Salvage
- Public Peace
- Alarm
- Blight – Grass
- Salvage
- Salvage
- Salvage
- Harassment / Stalking
- Salvage
- Welfare Check – Assist VBCS
- Drove While License Suspended
- Civil / Mental Investigation / Assist to CPS
- Assist Medical
- Alarm
- Domestic
- Public Peace
- Health and Safety
- Assist Medical
- Traffic Violation
- Blight – Grass
- Blight
- Blight
- Blight – Grass
- Alarm
- Noise Complaint

- Health and Safety
- Warrant Arrest
- BOL for OWI Driver
- Field Contact
- Warrant Arrest
- Blight – Grass
- Drove While License Suspended
- Assist CPS – removal of Children
- Runaway
- Blight
- General Assist
- Assist Dowagiac PD
- Hit and Run Accident
- Trespass
- Lost Wallet
- Assist Medical
- Careless Driving
- 911 Hangup
- Alarm
- Public Peace, Ordinance Violation
- Background Investigation
- Crossing Guard
- Drove While License Suspended
- Suspicious Person
- Missing Child
- Verbal Dispute
- Warrant Arrest
- Assist Medical
- Neglect Child
- Assist DHFD
- Parking Violation
- Suspicious Situation
- Theft of Mopen
- General Assist
- General Assist
- General Assist
- Assist to MSP – Traffic Crash
- Flee and Elude
- Assist Medical
- General Assist
- Welfare Check
- Suspicious Situation
- BOL Intoxicated Driver
- Health and Safety
- Suicidal Subject

- Minor in Possession of Vapes
- Check Intoxicated Person
- Civil Dispute
- Abandoned Vehicle
- Health and Safety
- Larceny / Recovery of Bicycle

Thank you! Please stay safe!

Chief Tom VanDerWoude



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Megan Duncan, Clerk/Treasurer
REVIEWED BY: Christopher Tapper, Village Manager
DATE: June 3, 2024

SUBJECT: Request to review Decatur-Hamilton Fire & QR Reports

Action Requested:

It is requested that Village Council review Decatur-Hamilton Fire & QR Reports, for May 28, 2024.

Background:

The Decatur-Hamilton Fire & QR Departments met Monday, May 28, 2024. Notable items from the Fire Department include, meeting agenda, meeting minutes, financial statements, proposed budget, secretary report and truck reports.

Notable items from the Quick Response Department include, agenda, meeting minutes, and Proposed budget.

Attachment(s):

Decatur-Hamilton Fire & QR Reports

DECATUR-HAMILTON FIRE DEPARTMENT

Board Meeting

April 28, 2024

1. Call to Order/ Roll call
2. Public Comment
3. Additions/Deletions to Agenda
4. Approval of Agenda
5. Approval of Minutes of the Previous Meeting
6. Bills
7. Treasurer's Report
8. Officer Reports
 - a. Chief Report
 - b. Secretary Report
 - c. Training Report
 - d. Truck Captain Report
 - e. Building Report
9. Auxiliary Report
10. Personnel
11. Unfinished Business
 - a. Trailer –
 - b. Ceiling –

c. Budget –

d. Radios -

12. New Business

13. Public Comment

14. Adjournment

DECATUR-HAMILTON FIRE BOARD

MEETING MINUTES

April 29, 2024

1. Call to order 6:14pm. Druskovich, Kusmack K, Kusmack M, Newell, Polomcak and Gateley Present.
2. Public Comment: N/A
3. Additions/Deletions to Agenda: Add resignation to Personnel. Add budget to new business.
4. Approval of Agenda MOTION Newell SUPPORT Gateley. CARRIES to approve agenda as amended.
5. Approval of Minutes - MOTION Newell SUPPORT Kusmack K to approve minutes as amended (change sewer to water).
6. Bills: Kusmack M presented the Bills. MOTION Gateley SUPPORT Polomcak CARRIES to approve bills as presented.
7. Treasurer's Report Kusmack M presented the financials. Good standing budget coming next month.
8. Officers Reports: MOTION Kusmack K SUPPORT Newell to approve as presented
 - a. Chief – Less than pleased with truck, many things wrong, going to check again in around 2 weeks.
 - b. Secretary –57 calls for the year, added 2 calls 1 structure fire and 1 tree cleanup in Hamilton TWP
 - c. Training – N/A
 - d. Truck Captain – Graphics coming for approval
 - e. Building – Ceiling next week
9. Auxiliary – Nothing to report
10. Personnel –
 - a. Resignation – Shane McBride resigned MOTION KUSMACK M SUPPORT Gateley, carries to accept resignation.
11. Unfinished Business
 - a. Trailer – WIP
 - b. Ceiling – no change
12. New Business
 - a. Radios – postpone
 - b. Appoint Rich Conway – MOTION Kusmack K SUPPORT Druskovich CARRIES to appoint Conway to the Fire Board
 - c. Budget – Add 10k for vehicles
13. Public Comment –Newell's last meeting in June. Thanked municipalities for Dump day. May meeting moved to the 28th.

14. Adjournment – MOTION Kusmack M SUPPORT Polomcak. Meeting Adjourned at 6:34PM.

HAMILTON & DECATUR FIRE

Proposed Budget

July 2024 - June 2025

NOTES

Income

206-338-401.00 Tax Rev		
206-338-401.01 Decatur Twp	180,000.00	
206-338-401.02 Hamilton	121,000.00	
Total 206-338-401.00 Tax Rev	\$ 301,000.00	
206-338-665.00 Int Inc	100.00	
206-338-667.00 Building Lease	23,000.00	
206-338-668.00 Misc Inc	0.00	
Total Income	\$ 324,100.00	Proposed budgeted revenue is the same as last year

Expenses

206-338-702.00 Salaries	30,300.00	Increase to \$18,300 for employees, plus everyone moving to payroll
206-338-702.01 Payroll taxes	2,700.00	
206-338-726.00 Office supplies	6,000.00	
206-338-727.00 Uniforms	8,000.00	new account line item
206-338-750.00 Supplies	10,300.00	see below
206-338-752.00 Supplies Hoses	8,000.00	
206-338-751.00 Supplies Pagers- Radios	9,000.00	
206-338-753.00 Supplies Turnout Gear	40,000.00	
206-338-759.00 Fuel & Oil	7,000.00	
206-338-801.00 Audit	12,500.00	
206-338-802.00 Prof Fee	10,000.00	
206-338-803.00 Contracted Serv	9,000.00	Payment to Fire Department
206-338-840.00 Insur	10,000.00	
206-338-850.00 Trav,Train,Misc	10,000.00	
206-338-851.00 Travel Fire Prevention	8,000.00	
206-338-924.00 Utilities	12,000.00	
206-338-934.00 Repairs		
206-338-934.01 Bldg	12,000.00	Building maintenance plus building suppression system
206-338-934.02 Equip	12,000.00	see below
206-338-934.03 Kitchen	3,000.00	Hood cleaning and maintenance
206-338-934.04 Vehicles	50,000.00	
206-338-934.05 Radio		
206-338-934.06 Other		
Total 206-338-934.00 Repairs	\$ 77,000.00	
206-338-970.00 Capital outlay/Reserve	32,000.00	see below
Total Expenses	\$ 287,800.00	
Net Income	\$ 36,300.00	

206-338-750.00 Supplies

Drone	2,500.00
Foam	2,000.00
Steam table for kitchen	1,800.00
New York hooks	1,000.00
Basement nozzle	2,000.00
EV Plug	1,000.00
	10,300.00

206-338-934.02 Equip

Hose Testing	5,000.00
SCBA flow testing	1,500.00
Fill station maintenance	1,500.00
Pump testing	1,500.00
Generator maintenance	2,500.00
	12,000.00

206-338-970.00 Capital outlay/Reserve

Driveway repairs	7,000.00
Airpacks	25,000.00
	32,000.00

Secretary Report for May 2024

18 calls for month

Village 1-CO2 Alarm
 1-Electrical Hazard
 1-Assisted EMS
 1-Grass Fire
 2-Fire Alarms

Decatur Twp 1-Electrical Hazard
 1-Assisted Ems
 1-PI Accident

Hamilton Twp 1-PI Accident
 2-Assisted EMS

4 mutual aid calls to Wayne Twp FD (1 gas leak, 3 structure fires)

1 mutual aid call to Sister Lakes FD (structure fire)

1 mutual aid call to Keeler FD (PI disregarded)

Reported as of May 20, 2024

Total for the year 75 calls

Submitted by Secretary,

Amy M. Jimenez

Decatur Hamilton Fire Department

Engine 1420 Monthly Apparatus Inspection Form

Inside Cab / Beginning Check off		Engine Driver Side	
Mileage	6183.6	Exhaust Fan	X
Engine Hours	667.7	Air Pack	X
Fuel Level	(F) 3/4 1/2 1/4	Alarm Batterys	X
Whelen lights/sirens/horn	X	Spare Bottle	X
Headlights / Back-Ups	X X	Speed Lays	X
Turn Signals / Hazards	X	Hydrant Wrench	X
Scene Lights	X	Hand Tools	X
Radios Check		Dewalt Tools	X
Maps	X	Tools Condition	X
Runs from Last truck check		Tires Condition	X
Heater / AC	X	Engine Passagner Side	
Mirros (Condition / Adjusted)	X	Batter Spreader / Cutter	X
Air Packs	X	Hydraulic Spreader / Cutter	X
Alarm Batterys	X	Hydraulic Pump	(F) 3/4 1/2 1/4
Portable Lights	JCB COMMENTS	Spare Bottle	X
AED	X	Portable Lights	X
Tic	X	Speed Lay	X
SCBA Mask	X	Hydrant Bag	X
SCBA Tic Mask	X	Pump Attachment	X
Run Sheet	X	Hydrant Hose	X
Emergency Flars	N/A	Cain Saw / Roof Saw	X
Electric Meter Covers	X	Tire Condition	X
Portable Radios	X	Undercarriage	
Clean Interior	X	Coolant Level	(F) 3/4 1/2 1/4
Engine Rear		Oil Level	(F) 3/4 1/2 1/4
ABC Extinguisher	X	Wash Fluid	(F) 3/4 1/2 1/4
CO2 Extinguisher	X		
K Extinguisher	X		
Pike Poles	X		
Ladders	X		
5 inch House & Neetness	X		
License Plate & Lights	X		
Fire Panel			
Pump Hours	119:47		
Hose Bed	X		
Cross Lays	X		
Pump Test (10 min run)	X		
Foam Test (Every 2 Months)	N/A		

Inside Needs / Complaints

1 of the Portable lights taken out of service due to not
turn on.

Engine Rear Needs / Complaints

N/A

Fire Panel Needs / Complaints

N/A

Undercarriage Needs / Complaints

N/A

Engine Driver Side

N/A

Engine Passenger Side

N/A

Date of Inspection

5-17-2024

Truck Captain

SHAWN T HOLMES

SHAWN T HOLMES

Truck Lieutenant

Check list for Trucks "X" for ok note if other wise, reports to be completed by ON OR BEFORE
3RD MONDAY OF EACH MONTH unless requested due another date.

Truck number 1421
Mileage 329266
Engine Hours 26892
Pump Hours 688.4
Fuel Level Full

Number of runs since last report 5

Lights Check List: Head Lights ☒ Tail Lights ☒ Side Marker ☒ Seat Belts ☒
Cab lights Exterior ☒ Cab lights Interior ☒
Radio Check ☒ Emergency Lights: TOP ☒ SIDE ☒ FRONT ☒ REAR ☒
Horn ☒ Siren ☒
Tires and pressure: LEFT FRONT ☒ RIGHT FRONT ☒ LEFT REAR ☒ RIGHT REAR ☒
Tire Wear: Normal ☒ Even ☒ Uneven ☒ Side Walls ☒
Pump Check List: Drains Left Side ☒ Drains Right Side ☒
Run Pump: Set relief valve at 100PSI ☒ Transfer valve check ☒
Water Level Lights All but Full
Engine Oil Level ☒ Radiator Fluid Level ☒
Hose Beds ☒ Cross Lays ☒ Speed Lays ☒
Hydrant fittings ☒
Air Packs ☒ Alarm Batteries ☒ Jaws N/A Spare Bottles: ☒
Fluid Levels in generator: Gas ☒ Oil ☒
Portable Lights ☒
Spare Electric Cables ☒
Electric meter covers should be two on each engine and several on rescue ☒
Emergency Flares ☒ Portable Radios ☒ Run Sheets ☒ Maps NO
Condition of Truck: Clean Exterior ☒ Clean Interior ☒

Complaints Both drivers side scene lights broken.

Need gas in gas can

Needs _____

Truck Captain

Building Chief Signature

Bill

Nyphole Flowers

Date

5/17/24

Date: 5/17/24

Truck Number: 1430

Mileage: 12,358.1

Engine Hours: ~~1230.4~~ 1230.4

Fuel: ✓

Number of runs since last report: 4

Engine Fluids:

Oil: ✓ Transmission: ✓ Collant: ✓ Power Steering: ✓

Lights Check List:

Headlights: ✓ Tail Lights: ✓ Side Markers: ✓ Turn Signals: ✓
Cab Lights Exterior: ✓ Cab Lights Interior: ✓ Top Emergency Lights: ✓
Side Emergency Lights: ✓ Rear Emergency Lights: ✓ Front Emergency Lights: ✓
Water Level Lights: ✓

Cab Interior:

Radio: ✓ Air Horn: ✓ Vehicle Horn: ✓ Flairs: ✓ Siren: ✓
Flashlight: ✓ Seat Belts: ✓ Pump Switches: ✓ Pump Gage: ✓
HVAC Controls: ✓

Tires:

Pressure (100 PSI)

Front Left: 110 Front Right: 110 Rear Left Front Duels: 100 Rear Left Back Duels: 100

Rear Right Front Duels: 100 Rear Right Back Duels: 100

Tread Wear (above 4/32)

Front Left: ✓ Front Right: ✓ Rear Left Front Duels: ✓ Rear Left Back Duels: ✓

Rear Right Front Duels: ✓ Rear Right Back Duels: ✓

See Back Side

Cabinets:


Silver Draft Screen: ☒ Oil Dry Coffee Can: ☒ Quart Non Detergent Oil: ☒
Pump Oil Reservoir: ☒ Female 5" Thread to Storks: ☒ 2 ½ Y w/Storks: ☒ 2 ½ Male Tread to Storks
5" Clamp to Storks: ☒ 4 Large Spanner Wrench: ☒ 2 Small Spanner Wrench: ☒ Hydrant Wrench: ☒
Rubber Mallet: ☒ 2 ½ Stork to Male Threads x2: ☒ 2 ½ Hard Suction End Piece: ☒ 2 ½ Storks Cap: ☒
1 ½ Screw on Cap: ☒ 2 ½ Ball Valve Male to Female Threads: ☒ Male to Male Tread: ☒
Female to Female Thread: ☒ Single 2 ½ to 5" Clamp: ☒ 5" Female Thread to Storks x2: ☒
2 ½ Ball Valve Female to Storks: ☒ 2 ½ Rubber Hose 50' x2: ☒ 2 ½ Rubber Hose 25' x2: ☒
2 ½ Fire Hose 50': ☒ Hard Suction 5" x4: ☒ Hard Suction 2 ½ x2: ☒ Funnel: ☒ Tire Cutoff: ☒
100' Rope: ☒ Axe: ☒ Metal Fuel Can: ☒ PVC Dump Extension: ☒ Shovel: ☒ Red Draft Screen: ☒
Short 5" Rubber Hose Sections x3: ☒ Truck Wheel Chocks: ☒

Portable Pump:

Oil Level: OK Fuel Level: OK Battery: OK Operational: Good

Complaints: _____

Needs: _____

Truck Captain Signature: 
Truck Lieutenant Signature: _____

Check list for Trucks "X" for ok note if other wise, reports to be completed by ON OR BEFORE
3RD MONDAY OF EACH MONTH unless requested due another date.

Truck number 1464
Mileage 12,758
Engine Hours 6,236
Pump Hours 129.9
Fuel Level Full

Number of runs since last report 3

Lights Check List: Head Lights X Tail Lights X Side Marker X Seat Belts X

Cab lights Exterior X Cab lights Interior X

Radio Check _____ Emergency Lights: TOP X SIDE X FRONT X REAR X

Horn X Siren X

Tires and pressure: LEFT FRONT X RIGHT FRONT X LEFT REAR X RIGHT REAR X

Tire Wear: Normal X Even _____ Uneven _____ Side Walls _____

Pump Check List: Drains Left Side X Drains Right Side _____

Run Pump: Set relief valve at 100PSI X Transfer valve check _____

Water Level Lights Full

Engine Oil Level Full Radiator Fluid Level Full

Hose Beds X Cross Lays _____ Speed Lays X

Hydrant fittings _____

Air Packs N/A Alarm Batteries N/A Jaws N/A Spare Bottles: N/A

Fluid Levels in generator: Gas _____ Oil _____

Portable Lights _____

Spare Electric Cables N/A

Electric meter covers should be two on each engine and several on rescue N/A

Emergency Flares X Portable Radios N/A Run Sheets X Maps X

Condition of Truck: Clean Exterior X Clean Interior X

Complaints _____

Needs _____

Truck Captain

Building Chief Signature Jesse Harris (153)

Date 5/17/24

Broken wire fixed on hour meter
(153)

Check list for Trucks "X" for ok note if other wise, reports to be completed by ON OR BEFORE
3RD MONDAY OF EACH MONTH unless requested due another date.

Truck number 14165
Mileage 2782
Engine Hours 313
Pump Hours —
Fuel Level Full

Number of runs since last report 1

Lights Check List: Head Lights ☒ Tail Lights ☒ Side Marker ☒ Seat Belts ☒
Cab lights Exterior ☒ Cab lights Interior ☒
Radio Check ☒ Emergency Lights: TOP ☒ SIDE ☒ FRONT ☒ REAR ☒
Horn ☒ Siren ☒
Tires and pressure: LEFT FRONT 35 RIGHT FRONT 35 LEFT REAR 35 RIGHT REAR 35
Tire Wear: Normal ☒ Even ☒ Uneven ☐ Side Walls ☐
Pump Check List: Drains Left Side ☐ Drains Right Side ☐
Run Pump: Set relief valve at 100PSI ☐ Transfer valve check ☒
Water Level Lights ☒
Engine Oil Level ☒ Radiator Fluid Level ☒
Hose Beds ☐ Cross Lays ☐ Speed Lays ☐
Hydrant fittings ☐
Air Packs ☐ Alarm Batteries ☐ Jaws ☐ Spare Bottles: ☐
Fluid Levels in generator: Gas ☐ Oil ☐
Portable Lights ☐
Spare Electric Cables ☐
Electric meter covers should be two on each engine and several on rescue ☐
Emergency Flares ☐ Portable Radios ☐ Run Sheets ☒ Maps ☒
Condition of Truck: Clean Exterior ☒ Clean Interior ☒

Complaints _____

Needs _____

Truck Captain

Building Chief Signature 

Date 5/17/24

Kenneth Dunkerley

1471 TRUCK REPORT

Date: 5-19-24Mileage: 8931.6Engine Hours: 1389.2Fuel Level: FullNumber of Runs Since Last Report: 4Head Lights: ☒ Break Lights: ☒ Tail Lights: ☒Interior Lights: ☒ Exterior Lights: ☒Emergency Lights: Front: ☒ Sides: ☒ Back: ☒Radio Check: ☒ Horn: ☒ Siren: ☒Tires Pressure: Driver Front: ☒ Passenger Front: ☒Driver Back: ☒ Passenger Back: ☒Tire Wear: Normal: ☒ Even: ☐ Uneven: ☐Engine Oil: ☒ Radiator Fluid: ☒ Generator Oil Level:Good: ☐ Not Good: ☐Jaws: ☒ Chain Saws: ☒ Stabilizer Bars: ☒ HighAngle Gear: ☒ RIT Pack: ☒Air Packs: ☒ Spare Bottles: ☒ Cribbing: ☒ StokesBasket: ☒ Back Board: missing 1Air Bags: ☒ Air Bag Boards: ☒ Oil Dry/Saw Dust:☒ Jaws Bag: ☒ CAD System: ☒Road Flares: ☒ Safety Vests: ☒ Traffic Signs: ☒Meter Covers: ☒ Traffic Light Sticks: ☒Axes: ☒ Brooms: ☒ Sledge Hammers: ☒ Small PikePoles: ☒Ice Rescue Equipment: Throw Bags: ☒ Ropes: ☒ LifeJackets: ☒ Rescue Boat: ☒Ice Commander Suits: ☒Tool Boxes: ☒ Refrigerator: Filled: ☒ Not Filled: ☐AED: ☒ Med Bag: ☒Fire Extinguishers: ☒ Winch: ☒ Cab/winch cable:☒ Seat Belts: ☒ Coffee maker ☒Foam System: ☐

Comments:

Needs:

Truck Captain and Lieutenant Signature:

Dustin Krall marissa Williams

Truck 1472

Mileage 1180.2

Engine Hours 144.6

Fuel Level Full

Number of Runs Since Last Report 1

Engine oil level F Radiator fluid level F

Lights Check List: Headlights ☒ Tail Lights ☒ Side Marker ☒

Emergency Lights: Top ☒ Side ☒ Front ☒ Rear ☒

Horn ☒ Siren ☒ Seatbelts ☒ Radio Check ☒ Mirrors ☒ Windshield Wiper ☒

Tires and Pressure: Left Front ☒ Right Front ☒ Left Rear ☒ Right Rear ☒

Tire Wear: Normal ☒ Even ☐ Uneven ☐ Sidewalls ☐

Pump: Fuel Level F ☒ Oil Level ☒ Run Pump ☒

Hose Reel ☐ Spare Hose ☒

Tools & Accessories:

Shovels(2) ☒ Fire Flappers(2) ☒ Backpack Sprayer ☒ Axe ☒

Chainsaw: Fuel Level F Bar & Chain Oil F Run Saw ☒

Emergency Flares ☒ Run Sheets ☒ Maps ☒ Winch ☒

Stokes Basket ☒ Backboard/Straps ☒ EMS Seat ☒

Condition of the Truck: Interior Good Exterior Good

Complaints:

Needs:

Truck Captain Signature

Kraig Haun Jr.
Kraig Haun Jr.

Date

5-17-24

DECATUR-HAMILTON QUICK RESPONSE

Board Meeting

April 26, 2024

1. Call to Order/ Roll call
2. Public Comment
3. Additions/Deletions to Agenda
4. Approval of Agenda
5. Approval of Minutes of the Previous Meeting
6. Bills
7. Treasurer's Report
8. Team Leader Report
9. Personnel
10. Unfinished Business
 - a. QR Vehicle -
11. New Business
 - a. Radios -
12. Public Comment
13. Adjournment

DECATUR-HAMILTON QUICK RESPONSE BOARD

MEETING MINUTES

April 29 2024

1. Call to order at 6:00PM. Druskovich, Kusmack K, Kusmack M, Newell, Gateley and Polomcak present.
2. Public Comment
3. Additions/Deletions to the Agenda – Add resignation to personnel
4. Approval of Agenda. MOTION Kusmack K SUPPORT Gateley to approve as amended.
5. Minutes – MOTION Gateley SUPPORT Newell to approve minutes as presented.
6. Bills: Kusmack M presented the bill. MOTION Newell SUPPORT Gateley to approve bills as presented.
7. Treasurers Report: Kusmack M presented the financials noted that Mercantile was not shown due to being locked out of the account after calling them.
8. Team Leader's Report
 - a. 34/40 responses. MOTION Kusmack M SUPPORT Newell to approve report as presented.
9. Personnel
 - a. Resignation. Shane McBride resigned as of yesterday 4/28. MOTION Kusmack M SUPPORT Gateley.
10. Unfinished Business
 - a. QR Vehicle – Buyer fell through but another is coming down to check it out.
11. New Business
 - a. Radios – No change, postpone to next month
 - b. Appoint Rich Conway – Trustee for Hamilton twp, running for supervisor. MOTION Kusmack K SUPPORT Newell. Motion carries to appoint Rich Conway to the QR Board.
 - c. Budget – Ready next month
12. Public Comment
 - a. Chief said that RR Crossing at Williams will be closed
13. Adjournment MOTION Gateley SUPPORT Polomcak. Motion Carries to adjourn at 6:13PM.

Decatur-Hamilton Quick Response

Proposed Budget

July 2024 - June 2025

NOTES

Income

210-651-401.01 Tax Revenue - Decatur Township	135,000.00	
210-651-401.02 Tax Revenue - Hamilton Township	90,400.00	
210-651-665.00 Interest Income	115.00	
210-651-668.00 Misc. Inc	5,000.00	grant match
Total Income	\$ 230,515.00	Revenue is same as last year
Gross Profit	\$ 230,515.00	

Expenses

210-651-702.00 Salaries		
210-651-702.02 Wages	85,100.00	moves everyone to payroll
210-651-715.00 Taxes	7,700.00	
206-338-726.00 Office supplies	1,000.00	
206-338-727.00 Uniforms	2,000.00	
210-651-750.00 Equipment & Supplys	19,500.00	see below
210-651-759.00 Fuel & Oil	2,000.00	
210-651-801.00 Audit	9,500.00	
210-651-802.00 Contracted Services	26,000.00	see below
210-651-803.00 Legal & Professional Fees	10,000.00	
210-651-840.00 Insurance	10,000.00	
210-651-924.00 Utilities	9,600.00	
210-651-930.00 Building Repairs	0.00	
210-651-932.00 Vehicle & Equip. Repairs	6,000.00	
210-651-940.00 Building Rental	12,000.00	
210-651-957.00 Bank Service Fee	0.00	
210-651-970.00 Capital - Equipment	39,000.00	see below
Total Expenses	\$ 239,400.00	
Net Operating Income	\$ (8,885.00)	
Net Income	\$ (8,885.00)	

210-651-750.00 Equipment & Supplys

General supplies	10,000.00
Radios	5,000.00
CPR Mannequin	2,500.00
Washer/Dryer	2,000.00
	19,500.00

210-651-802.00 Contracted Services

Membership pay	22,000.00
Safety Jamboree	2,000.00
EMS Weeks	2,000.00
	26,000.00

210-651-970.00 Capital - Equipment

Rad 57	9,000.00
LUCAS	30,000.00
	39,000.00



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Megan Duncan, Clerk/Treasurer
REVIEWED BY: Christopher Tapper, Village Manager
DATE: June 1, 2024

SUBJECT: Financial Statement – May 2024

Action Requested:

It is requested that the Village Council review the Clerk/Treasurer's report for May 2024.

Background:

May updates:

- Processed payments, opening, and closing Utility accounts. Applying penalties, shut off notices, and creating the Utility bills.
- Processed and exported Utility delinquencies and unpaid miscellaneous receivables to County to add to the tax bills.
- Work on the L-4029
- Attended Council meeting and prepared meeting minutes.
- Attended DDA meeting.
- Attended Planning Commission meeting and prepared meeting minutes.
- Attended Parks and Recreation Committee meeting and prepared meeting minutes.
- Attended the Decatur Day Committee meeting.
- Attended DWAM and GIS training with Abonmarche.
- Held a meeting with Jack and Angie, representatives from Republic Services.
- Processed building permit payments and revenue deposits in cash receipting.
- Bank Reconciliations: General Account and DDK (payroll direct deposit account) for April.
- FOIA Requests
- Processed Miscellaneous Receivables and Account Payables for Village Hall, DPW, and PD.
- Processed payroll, council checks, and remittance checks.



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

- Attended the treasurer-to-treasurer monthly zoom meeting.
- Worked on and helped create June's Council Meeting agenda.
- Processed restitution checks from Van Buren County Courts for the snow pusher and other ordinance violations.
- Interviewed a possible candidate for Deputy Clerk/Treasurer position.
- Work with Steve and Joel from Seigfried & Crandall for the pre-audit of Fiscal Year 2024.

Attachment(s):

Revenue and Expenditure Report

REVENUE AND EXPENDITURE REPORT

PERIOD ENDING 05/31/2024

% Fiscal Year Completed: 25.21

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED	BUDGET	05/31/2024	MONTH 05/31/2024	BALANCE		
				NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)		
Fund 101 - GENERAL FUND								
Revenues								
Dept 000								
101-000-402.000	REAL ESTATE TAXES	370,000.00		(147.76)	0.00	370,147.76		(0.04)
101-000-410.000	PERSONAL PROPERTY TAX	50,000.00		0.00	0.00	50,000.00		0.00
101-000-411.000	DELINQUENT TAX	20,000.00		0.00	0.00	20,000.00		0.00
101-000-411.001	DELINQUENT ADMIN FEE	100.00		0.00	0.00	100.00		0.00
101-000-432.000	PILOT	6,800.00		0.00	0.00	6,800.00		0.00
101-000-439.000	STATE OF MI MARIJUANA PAYMENTS	105,000.00		0.00	0.00	105,000.00		0.00
101-000-445.000	REAL ESTATE TAX INTEREST	500.00		13.39	0.00	486.61		2.68
101-000-447.000	ADMIN. FEE TREASURER	5,800.00		553.56	555.64	5,246.44		9.54
101-000-477.000	CABLE TV FEES	12,000.00		3,681.87	3,681.87	8,318.13		30.68
101-000-478.000	LIQUOR LICENSE	2,000.00		1,007.05	1,007.05	992.95		50.35
101-000-491.000	BUILDING PERMIT FEES	15,000.00		5,821.00	2,323.00	9,179.00		38.81
101-000-492.000	RENTAL INSPECTION FEE	5,000.00		3,375.00	1,050.00	1,625.00		67.50
101-000-494.000	MARIHUANA LICENSE FEES	40,000.00		30,000.00	15,000.00	10,000.00		75.00
101-000-495.000	ZONING LICENSES & PERMITS	100.00		0.00	0.00	100.00		0.00
101-000-496.000	SELLING PERMITS	100.00		0.00	0.00	100.00		0.00
101-000-497.000	FENCE PERMITS	100.00		0.00	0.00	100.00		0.00
101-000-543.000	POLICE TRAINING-STATE	1,000.00		996.50	0.00	3.50		99.65
101-000-573.001	METRO ACT	15,000.00		29,646.36	29,646.36	(14,646.36)		197.64
101-000-574.000	STATE REVENUE SHARING	230,000.00		36,571.45	0.00	193,428.55		15.90
101-000-606.000	PARKING FEES/FINES	1,500.00		2,914.40	575.00	(1,414.40)		194.29
101-000-607.000	POLICE REPORTS	100.00		11.00	0.00	89.00		11.00
101-000-609.000	APPLICATION FEES	50.00		0.00	0.00	50.00		0.00
101-000-647.000	CROSSING GUARDS-SCHOOL	13,000.00		0.00	0.00	13,000.00		0.00
101-000-664.100	INTEREST CHECKING	200.00		28.82	0.00	171.18		14.41
101-000-664.200	INTEREST EARNED	1,500.00		0.00	0.00	1,500.00		0.00
101-000-668.000	COMM. TOWER LEASE	1,200.00		0.00	0.00	1,200.00		0.00
101-000-669.610	ADMIN TRANSFER-MOTOR POOL	5,000.00		0.00	0.00	5,000.00		0.00
101-000-672.000	SRO REIMBURSEMENT	28,000.00		25,347.09	8,306.50	2,652.91		90.53
101-000-675.000	OTHER REVENUE	9,000.00		3,019.84	2,754.00	5,980.16		33.55
101-000-685.000	PRINCIPAL ON MORFORD	1,900.00		0.00	0.00	1,900.00		0.00
101-000-686.000	PRINCIPAL ON KNISS	100.00		0.00	0.00	100.00		0.00
101-000-687.000	PRINCIPAL ON HILLRING	3,750.00		1,563.60	0.00	2,186.40		41.70
101-000-689.000	PRINCIPLE FINAL GRAVITY	7,560.00		1,890.00	630.00	5,670.00		25.00
101-000-699.596	ADMIN TRANSFER GARBAGE COLLECTION	6,500.00		0.00	0.00	6,500.00		0.00
Total Dept 000		957,860.00		146,293.17	65,529.42	811,566.83		15.27
TOTAL REVENUES		957,860.00		146,293.17	65,529.42	811,566.83		15.27
Expenditures								
Dept 101 - VILLAGE COUNCIL								
101-101-703.000	COUNCIL SALARY	9,600.00		2,454.00	818.00	7,146.00		25.56
101-101-715.000	FICA/MEDICARE	735.00		187.79	62.63	547.21		25.55
101-101-717.000	WORKMAN'S COMP.	30.00		0.00	0.00	30.00		0.00
101-101-807.000	AUDIT	2,600.00		0.00	0.00	2,600.00		0.00
101-101-822.000	CONTRACTUAL SERVICES	3,000.00		1,434.00	1,434.00	1,566.00		47.80
101-101-901.000	PRINTING/PUBLISHING	1,000.00		728.00	0.00	272.00		72.80
101-101-936.000	TECH SERVICES	1,500.00		1,047.00	0.00	453.00		69.80
101-101-958.000	MISCELLANEOUS	2,200.00		0.00	0.00	2,200.00		0.00
101-101-958.001	DUES/MEMBERSHIPS	3,000.00		1,650.00	0.00	1,350.00		55.00
Total Dept 101 - VILLAGE COUNCIL		23,665.00		7,500.79	2,314.63	16,164.21		31.70

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		2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	05/31/2024 NORMAL (ABNORMAL)	MONTH 05/31/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 137 - MUNICIPAL ATTORNEY						
101-137-828.000	ORDINANCE ENFORCEMENT ATTORNEY FEES	9,000.00	3,235.16	0.00	5,764.84	35.95
Total Dept 137 - MUNICIPAL ATTORNEY		9,000.00	3,235.16	0.00	5,764.84	35.95
Dept 172 - VILLAGE MANAGER						
101-172-703.000	SALARY-MANAGER	35,200.00	9,045.12	2,584.32	26,154.88	25.70
101-172-715.000	FICA/MEDICARE	2,600.00	691.98	197.71	1,908.02	26.61
101-172-716.000	UNEMPLOYMENT COMPENSATION	94.00	8.50	0.00	85.50	9.04
101-172-717.000	WORKMAN'S COMPENSATION	30.00	0.00	0.00	30.00	0.00
101-172-718.000	PENSION	1,800.00	542.71	155.06	1,257.29	30.15
101-172-719.000	HEALTH INSURANCE	12,000.00	2,921.64	973.88	9,078.36	24.35
101-172-719.500	DISABILITY INSURANCE	960.00	252.69	84.23	707.31	26.32
101-172-720.000	LIFE INSURANCE	130.00	32.85	10.95	97.15	25.27
101-172-721.000	TUITION REIMBURSEMENT	7,500.00	5,000.00	0.00	2,500.00	66.67
101-172-728.000	SUPPLIES	0.00	46.90	0.00	(46.90)	100.00
101-172-853.000	TELEPHONE	700.00	154.71	51.57	545.29	22.10
101-172-853.020	CELL PHONE	650.00	53.75	0.00	596.25	8.27
101-172-864.000	CONFERENCES/WORKSHOPS	2,000.00	167.18	0.00	1,832.82	8.36
101-172-936.000	TECH SERVICES	3,000.00	1,617.35	372.95	1,382.65	53.91
101-172-958.001	DUES/MEMBERSHIPS	500.00	0.00	0.00	500.00	0.00
Total Dept 172 - VILLAGE MANAGER		67,164.00	20,535.38	4,430.67	46,628.62	30.57
Dept 215 - VILLAGE CLERK						
101-215-703.000	SALARY-ADMIN. CLERK	14,000.00	3,828.70	1,093.94	10,171.30	27.35
101-215-715.000	FICA/MEDICARE	1,100.00	292.88	83.68	807.12	26.63
101-215-716.000	UNEMPLOYMENT COMPENSATION	100.00	8.49	0.00	91.51	8.49
101-215-717.000	WORKERS COMP. FUND.	40.00	0.00	0.00	40.00	0.00
101-215-718.000	PENSION-ADMIN. CLERK	900.00	229.74	65.64	670.26	25.53
101-215-719.000	HEALTH INSURANCE	5,500.00	1,423.97	474.66	4,076.03	25.89
101-215-719.500	DISABILITY INSURANCE	700.00	168.21	56.07	531.79	24.03
101-215-720.000	LIFE INSURANCE	150.00	32.85	10.95	117.15	21.90
101-215-728.000	SUPPLIES	300.00	156.71	0.00	143.29	52.24
101-215-730.000	POSTAGE	1,000.00	211.88	0.00	788.12	21.19
101-215-830.000	BANK SERVICE CHGS	250.00	40.00	0.00	210.00	16.00
101-215-853.000	TELEPHONE	700.00	154.71	51.57	545.29	22.10
101-215-853.020	CELL PHONE	160.00	37.53	12.51	122.47	23.46
101-215-864.000	CONFERENCES/WORKSHOPS	3,000.00	781.76	0.00	2,218.24	26.06
101-215-936.000	TECH SERVICES	5,000.00	746.95	740.37	4,253.05	14.94
Total Dept 215 - VILLAGE CLERK		32,900.00	8,114.38	2,589.39	24,785.62	24.66
Dept 253 - VILLAGE TREASURER						
101-253-703.000	SALARY-TREASURER	4,600.00	1,276.28	364.64	3,323.72	27.75
101-253-715.000	FICA/MEDICARE	360.00	97.62	27.89	262.38	27.12
101-253-717.000	WORKMAN'S COMP.	30.00	0.00	0.00	30.00	0.00
101-253-718.000	PENSION	290.00	76.58	21.88	213.42	26.41
101-253-719.000	HEALTH INSURANCE	2,000.00	497.65	165.89	1,502.35	24.88
101-253-728.000	SUPPLIES	500.00	59.39	0.00	440.61	11.88
101-253-730.000	POSTAGE	3,000.00	865.01	0.00	2,134.99	28.83
101-253-807.000	AUDIT	6,000.00	54.00	0.00	5,946.00	0.90
101-253-853.020	CELL PHONE	500.00	114.81	38.27	385.19	22.96

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		2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	05/31/2024 NORMAL (ABNORMAL)	MONTH 05/31/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
101-253-864.000	CONFERENCES/WORKSHOPS	3,000.00	658.58	0.00	2,341.42	21.95
101-253-936.000	TECH SERVICES	1,500.00	379.55	372.97	1,120.45	25.30
Total Dept 253 - VILLAGE TREASURER		21,780.00	4,079.47	991.54	17,700.53	18.73
Dept 265 - VILLAGE HALL						
101-265-776.000	SUPPLIES	1,000.00	43.34	43.34	956.66	4.33
101-265-822.000	CONTRACTUAL SERVICES	2,000.00	135.00	54.00	1,865.00	6.75
101-265-921.000	ELECTRIC	5,000.00	346.82	0.00	4,653.18	6.94
101-265-923.000	HEAT	3,000.00	413.45	0.00	2,586.55	13.78
101-265-931.000	REPAIRS & MAINTENANCE	5,000.00	0.00	0.00	5,000.00	0.00
101-265-936.000	TECH SERVICES	300.00	56.24	0.00	243.76	18.75
101-265-981.000	CAPITAL OUTLAY	0.00	9,072.00	0.00	(9,072.00)	100.00
Total Dept 265 - VILLAGE HALL		16,300.00	10,066.85	97.34	6,233.15	61.76
Dept 266 - MUNICIPAL ATTORNEY						
101-266-826.000	ATTORNEY FEES	8,000.00	1,382.50	0.00	6,617.50	17.28
Total Dept 266 - MUNICIPAL ATTORNEY		8,000.00	1,382.50	0.00	6,617.50	17.28
Dept 296 - PROSECUTING ATTY						
101-296-826.000	ATTORNEY FEES	800.00	0.00	0.00	800.00	0.00
Total Dept 296 - PROSECUTING ATTY		800.00	0.00	0.00	800.00	0.00
Dept 301 - POLICE DEPARTMENT						
101-301-703.000	POLICE SALARY	370,000.00	104,634.45	30,771.35	265,365.55	28.28
101-301-703.010	OVERTIME PAY	0.00	5,812.83	1,734.68	(5,812.83)	100.00
101-301-703.050	PART TIME SALARIES	1,200.00	0.00	0.00	1,200.00	0.00
101-301-715.000	FICA/MEDICARE	32,000.00	9,014.71	2,654.51	22,985.29	28.17
101-301-716.000	UNEMPLOYMENT INSURANCE	300.00	25.49	0.00	274.51	8.50
101-301-717.000	WORKMAN'S COMP	5,200.00	0.00	0.00	5,200.00	0.00
101-301-718.000	PENSION	40,000.00	11,484.95	3,299.55	28,515.05	28.71
101-301-719.000	HEALTH INSURANCE	65,000.00	16,173.90	5,417.33	48,826.10	24.88
101-301-719.500	DISABILITY INSURANCE	4,000.00	1,192.17	397.39	2,807.83	29.80
101-301-720.000	LIFE INSURANCE	1,400.00	394.20	131.40	1,005.80	28.16
101-301-721.000	TUITION REIMBURSEMENT	15,000.00	0.00	0.00	15,000.00	0.00
101-301-728.000	SUPPLIES	1,700.00	490.05	0.00	1,209.95	28.83
101-301-730.000	POSTAGE	0.00	211.90	0.00	(211.90)	100.00
101-301-768.000	UNIFORMS/BOOTS/ETC	3,000.00	2,242.73	2,242.73	757.27	74.76
101-301-768.100	UNIFORM CLEANING	1,500.00	193.75	0.00	1,306.25	12.92
101-301-853.000	TELEPHONE	1,400.00	309.39	103.13	1,090.61	22.10
101-301-853.020	CELL PHONE	1,800.00	182.50	25.00	1,617.50	10.14
101-301-865.000	MILEAGE/TRAVEL EXP	3,000.00	1,069.84	404.47	1,930.16	35.66
101-301-936.000	TECH SERVICES	4,500.00	1,705.94	443.64	2,794.06	37.91
101-301-955.000	TRAINING FUNDS-STATE	1,350.00	290.67	0.00	1,059.33	21.53
101-301-956.000	TRAINING FUNDS-VILLAGE	4,000.00	145.00	145.00	3,855.00	3.63
101-301-958.001	DUES/MEMBERSHIPS	150.00	45.00	0.00	105.00	30.00
101-301-959.000	LEIN SERVICE	1,200.00	88.16	0.00	1,111.84	7.35
101-301-965.000	EQUIPMENT PURCHASE	1,000.00	647.96	0.00	352.04	64.80
101-301-995.610	PD EQUIP RENTAL TO MOTOR POOL	37,000.00	3,000.00	1,000.00	34,000.00	8.11

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		2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	05/31/2024	MONTH 05/31/2024	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 301 - POLICE DEPARTMENT		595,700.00	159,355.59	48,770.18	436,344.41	26.75
Dept 302 - CROSSING GUARDS						
101-302-703.050	SALARIES PART-TIME	13,000.00	3,374.00	1,078.00	9,626.00	25.95
101-302-715.000	FICA/MEDICARE	1,000.00	258.11	82.47	741.89	25.81
101-302-717.000	WORKMAN'S COMP	300.00	0.00	0.00	300.00	0.00
Total Dept 302 - CROSSING GUARDS		14,300.00	3,632.11	1,160.47	10,667.89	25.40
Dept 371 - BUILDING INSPECTOR						
101-371-802.000	CODE ENFORCE/CONTRACTUAL	10,000.00	616.07	0.00	9,383.93	6.16
101-371-822.000	BUILDING INSPECTOR FEES	20,000.00	4,107.00	0.00	15,893.00	20.54
101-371-823.000	RENTAL INSPECTION FEE	4,500.00	1,650.00	0.00	2,850.00	36.67
Total Dept 371 - BUILDING INSPECTOR		34,500.00	6,373.07	0.00	28,126.93	18.47
Dept 441 - DPW						
101-441-703.000	SALARIES	50,000.00	9,633.71	2,134.60	40,366.29	19.27
101-441-703.010	OVERTIME PAY	2,500.00	1,461.48	75.00	1,038.52	58.46
101-441-715.000	FICA/MEDICARE	20,000.00	5,678.25	1,624.01	14,321.75	28.39
101-441-716.000	UNEMPLOYMENT INSURANCE	400.00	33.98	0.00	366.02	8.50
101-441-717.000	WORKMAN'S COMP	2,000.00	0.00	0.00	2,000.00	0.00
101-441-718.000	PENSION	16,000.00	4,403.13	1,259.32	11,596.87	27.52
101-441-719.000	HEALTH INSURANCE	12,000.00	1,699.90	159.20	10,300.10	14.17
101-441-776.000	SUPPLIES	4,000.00	413.84	0.00	3,586.16	10.35
101-441-801.000	PROFESSIONAL/CONTRACT SERVICES	1,000.00	6.58	0.00	993.42	0.66
101-441-853.000	TELEPHONE	1,200.00	232.05	77.35	967.95	19.34
101-441-860.000	CDL EXPENSES	1,500.00	0.00	0.00	1,500.00	0.00
101-441-921.000	ELECTRIC	300.00	275.14	0.00	24.86	91.71
101-441-923.000	HEAT	3,200.00	418.72	0.00	2,781.28	13.09
101-441-926.000	STREET LIGHTS	19,000.00	1,829.10	0.00	17,170.90	9.63
101-441-931.000	BUILDING REPAIRS & MAINT.	3,000.00	96.00	0.00	2,904.00	3.20
101-441-934.000	CONTRACTUAL SERVICES	6,000.00	861.35	268.63	5,138.65	14.36
101-441-943.000	PW EQUIPMENT RENTALGENERAL FUN	8,000.00	3,107.26	183.72	4,892.74	38.84
Total Dept 441 - DPW		150,100.00	30,150.49	5,781.83	119,949.51	20.09
Dept 721 - PLANNING COMMISSION						
101-721-826.000	VILLAGE PLANNER FEES	2,000.00	2,377.59	0.00	(377.59)	118.88
101-721-901.000	PRINTING/PUBLISHING	60.00	0.00	0.00	60.00	0.00
101-721-958.000	DUES/MEMBERSHIPS/EDU	300.00	0.00	0.00	300.00	0.00
Total Dept 721 - PLANNING COMMISSION		2,360.00	2,377.59	0.00	(17.59)	100.75
Dept 751 - PARKS AND RECREATION						
101-751-703.000	SALARIES-LEISURE SERVICES	25,000.00	7,482.97	3,092.11	17,517.03	29.93
101-751-703.010	OVERTIME	0.00	893.23	543.44	(893.23)	100.00
101-751-719.000	HEALTH INSURANCE	8,000.00	1,625.08	1,067.98	6,374.92	20.31
101-751-756.000	SUPPLIES & MAINTENANCE	5,000.00	882.27	0.00	4,117.73	17.65
101-751-921.000	ELECTRIC	800.00	153.37	0.00	646.63	19.17

		2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		
GL NUMBER	DESCRIPTION	AMENDED BUDGET	05/31/2024 NORMAL (ABNORMAL)	MONTH	05/31/2024 INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE	% BDGT USED
Fund 101 - GENERAL FUND								
Expenditures								
101-751-930.000	REPAIRS	500.00	0.00		0.00		500.00	0.00
101-751-931.000	CONTRACTUAL	4,000.00	2,932.34		2,393.62		1,067.66	73.31
101-751-943.000	EQUIP.RENTAL TRANSFER	15,000.00	3,834.73		1,297.17		11,165.27	25.56
101-751-981.000	CAPITAL OUTLAY	0.00	9,752.00		0.00		(9,752.00)	100.00
101-751-985.000	COMMUNITY PROJECTS	0.00	2,212.26		(7,847.74)		(2,212.26)	100.00
Total Dept 751 - PARKS AND RECREATION		58,300.00	29,768.25		546.58		28,531.75	51.06
TOTAL EXPENDITURES		1,034,869.00	286,571.63		66,682.63		748,297.37	27.69
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		957,860.00	146,293.17		65,529.42		811,566.83	15.27
TOTAL EXPENDITURES		1,034,869.00	286,571.63		66,682.63		748,297.37	27.69
NET OF REVENUES & EXPENDITURES		(77,009.00)	(140,278.46)		(1,153.21)		63,269.46	182.16

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G/L NUMBER	DESCRIPTION	2024-25		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	05/31/2024 (ABNORMAL)	MONTH 05/31/2024 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 202 - MAJOR ROADS								
Revenues								
Dept 000								
202-000-546.000	STATE OF MICHIGAN	195,000.00		47,988.03	15,586.89	147,011.97		24.61
202-000-664.100	INTEREST ON INVESTMENT	3,000.00		40.54	0.00	2,959.46		1.35
Total Dept 000		198,000.00		48,028.57	15,586.89	149,971.43		24.26
TOTAL REVENUES		198,000.00		48,028.57	15,586.89	149,971.43		24.26
Expenditures								
Dept 463 - MAINTENANCE								
202-463-703.000	SALARIES-MAINTENANCE	7,100.00		1,161.86	107.08	5,938.14		16.36
202-463-703.010	OVERTIME PAY	500.00		0.00	0.00	500.00		0.00
202-463-717.000	WORKMAN'S COMP.	3,000.00		0.00	0.00	3,000.00		0.00
202-463-719.000	HEALTH INSURANCE	2,500.00		57.25	36.89	2,442.75		2.29
202-463-782.000	MATERIALS	7,000.00		2,861.42	0.00	4,138.58		40.88
202-463-812.000	ENGINEERING	10,000.00		1,408.78	0.00	8,591.22		14.09
202-463-943.000	EQUIPMENT RENTAL	9,000.00		1,287.57	99.74	7,712.43		14.31
Total Dept 463 - MAINTENANCE		39,100.00		6,776.88	243.71	32,323.12		17.33
Dept 474 - TRAFFIC								
202-474-940.000	LEASE/RENTAL	8,000.00		0.00	0.00	8,000.00		0.00
Total Dept 474 - TRAFFIC		8,000.00		0.00	0.00	8,000.00		0.00
Dept 479 - ICE/SNOW								
202-479-703.000	SALARIES-SNOW & ICE REMOVAL	3,500.00		169.42	0.00	3,330.58		4.84
202-479-703.010	OVERTIME PAY	1,000.00		112.50	0.00	887.50		11.25
202-479-719.000	HEALTH INSURANCE	0.00		69.10	0.00	(69.10)		100.00
202-479-943.000	EQUIPMENT RENTAL	5,000.00		57.72	0.00	4,942.28		1.15
Total Dept 479 - ICE/SNOW		9,500.00		408.74	0.00	9,091.26		4.30
Dept 483 - ADMINISTRATION								
202-483-703.172	MANAGER SALARY	9,000.00		2,261.24	646.08	6,738.76		25.12
202-483-703.215	CLERK SALARY	3,500.00		957.22	273.51	2,542.78		27.35
202-483-715.000	SOCIAL SECURITY	950.00		246.19	70.34	703.81		25.91
202-483-718.000	PENSION	800.00		193.06	55.16	606.94		24.13
202-483-719.000	HEALTH INSURANCE	1,000.00		1,075.78	358.59	(75.78)		107.58
202-483-807.000	AUDIT	5,000.00		114.58	0.00	4,885.42		2.29
Total Dept 483 - ADMINISTRATION		20,250.00		4,848.07	1,403.68	15,401.93		23.94
TOTAL EXPENDITURES		76,850.00		12,033.69	1,647.39	64,816.31		15.66
Fund 202 - MAJOR ROADS:								
TOTAL REVENUES		198,000.00		48,028.57	15,586.89	149,971.43		24.26
TOTAL EXPENDITURES		76,850.00		12,033.69	1,647.39	64,816.31		15.66

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	05/31/2024 (ABNORMAL)	MONTH 05/31/2024 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)		
<hr/>								
Fund 202 - MAJOR ROADS								
NET OF REVENUES & EXPENDITURES		121,150.00	35,994.88		13,939.50		85,155.12	29.71

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G/L NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT		
		AMENDED BUDGET	05/31/2024	MONTH 05/31/2024	BALANCE			
INCREASE (DECREASE) NORMAL (ABNORMAL) USED								
Fund 203 - LOCAL ROADS								
Revenues								
Dept 000								
203-000-546.000	STATE OF MICHIGAN	85,000.00	21,123.54	6,861.44	63,876.46	24.85		
203-000-664.100	INTEREST ON INVESTMENT	900.00	28.86	0.00	871.14	3.21		
203-000-699.230	TRANSFER FROM STREETS	125,000.00	0.00	0.00	125,000.00	0.00		
203-000-699.390	TRANSFER FROM FUND BALANCE	529,000.00	0.00	0.00	529,000.00	0.00		
Total Dept 000		739,900.00	21,152.40	6,861.44	718,747.60	2.86		
TOTAL REVENUES		739,900.00	21,152.40	6,861.44	718,747.60	2.86		
Expenditures								
Dept 451 - NEW CONSTRUCTION								
203-451-822.000	CONTRACTUAL-NEW CONSTRUCTION	529,000.00	0.00	0.00	529,000.00	0.00		
Total Dept 451 - NEW CONSTRUCTION		529,000.00	0.00	0.00	529,000.00	0.00		
Dept 463 - MAINTENANCE								
203-463-703.000	SALARIES-MAINTENANCE	37,000.00	11,080.76	3,515.68	25,919.24	29.95		
203-463-703.010	OVERTIME PAY	1,000.00	0.00	0.00	1,000.00	0.00		
203-463-717.000	WORKMAN'S COMP.	3,000.00	0.00	0.00	3,000.00	0.00		
203-463-719.000	HEALTH INSURANCE	15,000.00	2,844.34	1,263.11	12,155.66	18.96		
203-463-782.000	MATERIALS	10,000.00	2,375.91	(971.00)	7,624.09	23.76		
203-463-822.000	CONTRACTUAL	0.00	1,800.00	1,800.00	(1,800.00)	100.00		
203-463-943.000	EQUIPMENT RENTAL	60,000.00	14,683.12	5,520.00	45,316.88	24.47		
203-463-981.000	CAPITAL OUTLAY	47,000.00	0.00	0.00	47,000.00	0.00		
Total Dept 463 - MAINTENANCE		173,000.00	32,784.13	11,127.79	140,215.87	18.95		
Dept 474 - TRAFFIC								
203-474-921.000	ELECTRIC	500.00	67.68	0.00	432.32	13.54		
Total Dept 474 - TRAFFIC		500.00	67.68	0.00	432.32	13.54		
Dept 479 - ICE/SNOW								
203-479-703.000	SALARIES-SNOW & ICE REMOVAL	2,000.00	174.00	0.00	1,826.00	8.70		
203-479-703.010	OVERTIME PAY	700.00	0.00	0.00	700.00	0.00		
203-479-719.000	HEALTH INSURANCE	375.00	28.94	0.00	346.06	7.72		
203-479-943.000	EQUIPMENT RENTAL	2,000.00	21.46	0.00	1,978.54	1.07		
Total Dept 479 - ICE/SNOW		5,075.00	224.40	0.00	4,850.60	4.42		
Dept 482 - ADMINISTRATION - USDA								
203-482-971.000	MDOT SIB LOAN	15,000.00	7,800.00	0.00	7,200.00	52.00		
Total Dept 482 - ADMINISTRATION - USDA		15,000.00	7,800.00	0.00	7,200.00	52.00		
Dept 483 - ADMINISTRATION								
203-483-703.172	MANAGER SALARY	8,200.00	2,261.27	646.07	5,938.73	27.58		
203-483-703.215	CLERK SALARY	3,700.00	957.20	273.49	2,742.80	25.87		

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	05/31/2024 NORMAL (ABNORMAL)	MONTH INCREASE	05/31/2024 (DECREASE)	NORMAL BALANCE	(ABNORMAL)	
Fund 203 - LOCAL ROADS								
Expenditures								
203-483-715.000	SOCIAL SECURITY	1,000.00	246.19		70.34		753.81	24.62
203-483-718.000	PENSION	800.00	193.06		55.16		606.94	24.13
203-483-719.000	HEALTH INSURANCE	2,000.00	1,075.80		358.60		924.20	53.79
203-483-807.000	AUDIT	7,000.00	114.58		0.00		6,885.42	1.64
Total Dept 483 - ADMINISTRATION		22,700.00	4,848.10		1,403.66		17,851.90	21.36
TOTAL EXPENDITURES		745,275.00	45,724.31		12,531.45		699,550.69	6.14
Fund 203 - LOCAL ROADS:								
TOTAL REVENUES		739,900.00	21,152.40		6,861.44		718,747.60	2.86
TOTAL EXPENDITURES		745,275.00	45,724.31		12,531.45		699,550.69	6.14
NET OF REVENUES & EXPENDITURES		(5,375.00)	(24,571.91)		(5,670.01)		19,196.91	457.15

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	05/31/2024	MONTH	05/31/2024	NORMAL	(ABNORMAL)	
Fund 204 - MUNICIPAL STREET FUND								
Revenues								
Dept 000								
204-000-403.000	STREETS-PROPERTY TAXES	150,000.00	(59.11)		0.00	150,059.11		(0.04)
204-000-410.000	PERSONAL PROPERTY TAX	20,000.00	0.00		0.00	20,000.00		0.00
204-000-411.000	DELINQUENT TAX	5,000.00	0.00		0.00	5,000.00		0.00
204-000-445.000	REAL ESTATE TAX INTEREST	300.00	5.36		0.00	294.64		1.79
204-000-664.100	INTEREST INCOME	200.00	16.47		0.00	183.53		8.24
Total Dept 000		175,500.00	(37.28)		0.00	175,537.28		(0.02)
TOTAL REVENUES		175,500.00	(37.28)		0.00	175,537.28		(0.02)
Expenditures								
Dept 728 - ECONOMIC DEVELOPMENT								
204-728-995.030	TRANSFER TO LOCAL ROADS	125,000.00	0.00		0.00	125,000.00		0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		125,000.00	0.00		0.00	125,000.00		0.00
TOTAL EXPENDITURES		125,000.00	0.00		0.00	125,000.00		0.00
Fund 204 - MUNICIPAL STREET FUND:								
TOTAL REVENUES		175,500.00	(37.28)		0.00	175,537.28		0.02
TOTAL EXPENDITURES		125,000.00	0.00		0.00	125,000.00		0.00
NET OF REVENUES & EXPENDITURES		50,500.00	(37.28)		0.00	50,537.28		0.07

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED BUDGET	05/31/2024	MONTH	05/31/2024	BALANCE	
			NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED
Fund 206 - FIRE INSURANCE PROCEEDS							
Revenues							
Dept 000							
206-000-664.100	INTEREST INCOME	0.00	0.04		0.00	(0.04)	100.00
Total Dept 000		0.00	0.04		0.00	(0.04)	100.00
TOTAL REVENUES		0.00	0.04		0.00	(0.04)	100.00
Fund 206 - FIRE INSURANCE PROCEEDS:							
TOTAL REVENUES		0.00	0.04		0.00	(0.04)	100.00
TOTAL EXPENDITURES		0.00	0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.04		0.00	(0.04)	100.00

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2024	MONTH 05/31/2024	INCREASE (DECREASE)	BALANCE	
			NORMAL (ABNORMAL)			NORMAL (ABNORMAL)	
Fund 213 - SALVAGE VEHICLE INSPECTIONS							
Revenues							
Dept 000							
213-000-610.000	VEHICLE INSPECTION FEE	11,000.00	3,400.00	1,000.00		7,600.00	30.91
213-000-664.100	INTEREST INCOME	10.00	1.28	0.00		8.72	12.80
Total Dept 000		11,010.00	3,401.28	1,000.00		7,608.72	30.89
TOTAL REVENUES		11,010.00	3,401.28	1,000.00		7,608.72	30.89
Expenditures							
Dept 301 - POLICE DEPARTMENT							
213-301-703.011	VEHICLE INSPECTION	11,000.00	4,392.02	1,193.64		6,607.98	39.93
213-301-719.000	HEALTH INSURANCE	1,500.00	335.91	85.94		1,164.09	22.39
213-301-776.000	OPERATING SUPPLIES	800.00	0.00	0.00		800.00	0.00
Total Dept 301 - POLICE DEPARTMENT		13,300.00	4,727.93	1,279.58		8,572.07	35.55
TOTAL EXPENDITURES		13,300.00	4,727.93	1,279.58		8,572.07	35.55
Fund 213 - SALVAGE VEHICLE INSPECTIONS:							
TOTAL REVENUES		11,010.00	3,401.28	1,000.00		7,608.72	30.89
TOTAL EXPENDITURES		13,300.00	4,727.93	1,279.58		8,572.07	35.55
NET OF REVENUES & EXPENDITURES		(2,290.00)	(1,326.65)	(279.58)		(963.35)	57.93

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	05/31/2024 NORMAL (ABNORMAL)	MONTH	05/31/2024 (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 245 - HOME REHAB LOANS								
Revenues								
Dept 000								
245-000-664.100	INTEREST INCOME	0.00	9.64		0.00		(9.64)	100.00
Total Dept 000		0.00	9.64		0.00		(9.64)	100.00
TOTAL REVENUES		0.00	9.64		0.00		(9.64)	100.00
Fund 245 - HOME REHAB LOANS:								
TOTAL REVENUES		0.00	9.64		0.00		(9.64)	100.00
TOTAL EXPENDITURES		0.00	0.00		0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	9.64		0.00		(9.64)	100.00

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	
		AMENDED BUDGET	05/31/2024	MONTH 05/31/2024	BALANCE		
		NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000							
248-000-404.000	PROPERTY TAXES	15,000.00	0.00		0.00	15,000.00	0.00
248-000-410.000	PERSONAL PROPERTY TAX	3,500.00	0.00		0.00	3,500.00	0.00
248-000-411.000	DELINQUENT TAX	100.00	0.00		0.00	100.00	0.00
248-000-445.000	REAL ESTATE TAX INTEREST	50.00	0.00		0.00	50.00	0.00
248-000-641.000	DONATIONS - JULY 4TH EVENT	20,000.00	2,050.00		2,050.00	17,950.00	10.25
248-000-664.100	INTEREST INCOME	10.00	(0.03)		0.00	10.03	(0.30)
248-000-666.000	DONATIONS - DECATUR DAY EVENTS	2,000.00	500.00		500.00	1,500.00	25.00
248-000-674.000	DONATIONS - SPRING EVENTS	500.00	0.00		0.00	500.00	0.00
248-000-675.000	OTHER REVENUE	1,000.00	0.00		0.00	1,000.00	0.00
248-000-676.000	VENDOR REVENUE	1,000.00	505.00		290.00	495.00	50.50
248-000-677.000	DONATIONS - BOO BASH EVENTS	500.00	0.00		0.00	500.00	0.00
248-000-678.000	DONATIONS - CHRISTMAS IN THE VILLAGE	500.00	0.00		0.00	500.00	0.00
Total Dept 000		44,160.00	3,054.97		2,840.00	41,105.03	6.92
TOTAL REVENUES		44,160.00	3,054.97		2,840.00	41,105.03	6.92
Expenditures							
Dept 728 - ECONOMIC DEVELOPMENT							
248-728-756.000	DDA-SUPPLIES	1,000.00	0.00		0.00	1,000.00	0.00
248-728-801.000	CONSULTING FEES	1,000.00	221.25		0.00	778.75	22.13
248-728-901.000	PRINTING/PUBLISHING	1,000.00	0.00		0.00	1,000.00	0.00
248-728-958.000	MISCELLANEOUS	200.00	6.58		0.00	193.42	3.29
248-728-982.000	JULY 4TH EVENT	13,000.00	10,000.00		0.00	3,000.00	76.92
248-728-983.000	SPRING EVENTS	500.00	220.00		100.00	280.00	44.00
248-728-984.000	DECATUR DAY EVENT	2,000.00	2,577.50		577.50	(577.50)	128.88
248-728-985.000	COMMUNITY SERVICE PROJECTS	1,500.00	0.00		0.00	1,500.00	0.00
248-728-986.000	DOWNTOWN FLOWERS	1,500.00	0.00		0.00	1,500.00	0.00
248-728-987.000	BOO BASH EVENT	700.00	0.00		0.00	700.00	0.00
248-728-988.000	CHRISTMAS IN THE VILLAGE	500.00	0.00		0.00	500.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		22,900.00	13,025.33		677.50	9,874.67	56.88
TOTAL EXPENDITURES		22,900.00	13,025.33		677.50	9,874.67	56.88
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		44,160.00	3,054.97		2,840.00	41,105.03	6.92
TOTAL EXPENDITURES		22,900.00	13,025.33		677.50	9,874.67	56.88
NET OF REVENUES & EXPENDITURES		21,260.00	(9,970.36)		2,162.50	31,230.36	46.90

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED BUDGET	05/31/2024	MONTH	05/31/2024	BALANCE	
			NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED
Fund 265 - DRUG FORFEITURE							
Revenues							
Dept 000							
265-000-664.100	INTEREST INCOME	0.00	0.12		0.00	(0.12)	100.00
Total Dept 000		0.00	0.12		0.00	(0.12)	100.00
TOTAL REVENUES		0.00	0.12		0.00	(0.12)	100.00
Fund 265 - DRUG FORFEITURE:							
TOTAL REVENUES		0.00	0.12		0.00	(0.12)	100.00
TOTAL EXPENDITURES		0.00	0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.12		0.00	(0.12)	100.00

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	05/31/2024 NORMAL (ABNORMAL)	MONTH 05/31/2024 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE		
Fund 282 - APRA FUND								
Revenues								
Dept 000								
282-000-664.100	INTEREST INCOME	0.00	15.61	0.00		(15.61)	100.00	
Total Dept 000		0.00	15.61	0.00		(15.61)	100.00	
TOTAL REVENUES		0.00	15.61	0.00		(15.61)	100.00	
Fund 282 - APRA FUND:								
TOTAL REVENUES		0.00	15.61	0.00		(15.61)	100.00	
TOTAL EXPENDITURES		0.00	0.00	0.00		0.00	0.00	
NET OF REVENUES & EXPENDITURES		0.00	15.61	0.00		(15.61)	100.00	

REVENUE AND EXPENDITURE REPORT

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		2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE	%
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH INCREASE	05/31/2024 (DECREASE)	BALANCE NORMAL (ABNORMAL)	BDGT USED
Fund 590 - SEWER FUND							
Revenues							
Dept 000							
590-000-626.000	TAP IN FEES	3,000.00	0.00		0.00	3,000.00	0.00
590-000-628.000	SEWER SERVICE CHARGES	310,000.00	78,346.94		27,299.33	231,653.06	25.27
590-000-629.000	PENALTIES	10,000.00	2,167.99		664.12	7,832.01	21.68
590-000-664.000	INTEREST ON CD'S	1,500.00	0.00		0.00	1,500.00	0.00
590-000-664.100	INTEREST ON CHECKING	50.00	36.97		0.00	13.03	73.94
590-000-664.120	INTEREST ON CHECKING-RECEIVING	300.00	0.00		0.00	300.00	0.00
590-000-689.000	CASH OVER AND SHORT	0.00	5.25		5.00	(5.25)	100.00
590-000-699.390	TRANSFER FROM FUND BALANCE	171,000.00	0.00		0.00	171,000.00	0.00
Total Dept 000		495,850.00	80,557.15		27,968.45	415,292.85	16.25
TOTAL REVENUES		495,850.00	80,557.15		27,968.45	415,292.85	16.25
Expenditures							
Dept 290 - CONTINGENCY							
590-290-969.000	CONTINGENCY	171,000.00	0.00		0.00	171,000.00	0.00
Total Dept 290 - CONTINGENCY		171,000.00	0.00		0.00	171,000.00	0.00
Dept 482 - ADMINISTRATION - USDA							
590-482-960.000	USDA - BONDS \$13,130.00	13,130.00	0.00		0.00	13,130.00	0.00
590-482-961.000	USDA - RRI RESERVE - \$11,667.00	11,667.00	0.00		0.00	11,667.00	0.00
590-482-962.000	USDA - ENGINEERING	100,000.00	27,849.65		(806.85)	72,150.35	27.85
Total Dept 482 - ADMINISTRATION - USDA		124,797.00	27,849.65		(806.85)	96,947.35	22.32
Dept 483 - ADMINISTRATION							
590-483-703.172	MANAGER SALARY	15,100.00	3,957.28		1,130.66	11,142.72	26.21
590-483-703.215	CLERK SALARY	9,200.00	2,552.45		729.26	6,647.55	27.74
590-483-715.000	FICA/MEDICARE	2,100.00	498.05		142.30	1,601.95	23.72
590-483-718.000	PENSION	1,400.00	390.60		111.60	1,009.40	27.90
590-483-719.000	HEALTH INSURANCE	4,900.00	2,246.04		748.68	2,653.96	45.84
590-483-807.000	AUDIT	1,000.00	0.00		0.00	1,000.00	0.00
Total Dept 483 - ADMINISTRATION		33,700.00	9,644.42		2,862.50	24,055.58	28.62
Dept 548 - SEWER LINE MAINTENANCE							
590-548-768.000	UNIFORMS/BOOTS/ETC	1,000.00	250.50		0.00	749.50	25.05
590-548-820.000	MISS DIG	800.00	0.00		0.00	800.00	0.00
590-548-822.000	CONTRACTUAL SERVICES	15,000.00	0.00		0.00	15,000.00	0.00
590-548-853.020	CELL PHONE	700.00	53.84		0.00	646.16	7.69
590-548-864.000	CONFERENCES/WORKSHOPS	100.00	149.00		0.00	(49.00)	149.00
590-548-874.000	LAB TESTING	2,500.00	1,110.00		0.00	1,390.00	44.40
590-548-934.000	MAINTENANCE	12,000.00	1,874.34		0.00	10,125.66	15.62
590-548-936.000	TECH SERVICES	200.00	6.58		0.00	193.42	3.29
590-548-963.000	LIABILITY INSURANCE	4,700.00	4,942.20		0.00	(242.20)	105.15
Total Dept 548 - SEWER LINE MAINTENANCE		37,000.00	8,386.46		0.00	28,613.54	22.67

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2024	MONTH 05/31/2024	BALANCE	
		NORMAL	(ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 590 - SEWER FUND						
Expenditures						
Dept 549 - MAINTENANCE-LIFT STATIONS						
590-549-703.000	SALARIES-MAINTENANCE	45,000.00	17,366.34	3,792.51	27,633.66	38.59
590-549-703.010	OVERTIME PAY	3,000.00	2,144.00	662.13	856.00	71.47
590-549-716.000	UNEMPLOYMENT	0.00	4.25	0.00	(4.25)	100.00
590-549-717.000	WORKMAN'S COMP	300.00	0.00	0.00	300.00	0.00
590-549-719.000	HEALTH INSURANCE	9,500.00	3,022.21	778.24	6,477.79	31.81
590-549-719.500	DISABILITY INSURANCE	900.00	246.06	82.02	653.94	27.34
590-549-720.000	LIFE INSURANCE	200.00	49.29	16.43	150.71	24.65
590-549-807.000	AUDIT	1,000.00	0.00	0.00	1,000.00	0.00
590-549-822.000	CONTRACTUAL SERVICES	700.00	0.00	0.00	700.00	0.00
590-549-853.000	TELEPHONE	700.00	154.71	51.57	545.29	22.10
590-549-853.020	CELL PHONE	400.00	75.05	25.02	324.95	18.76
590-549-921.000	ELECTRIC	3,500.00	348.93	0.00	3,151.07	9.97
590-549-931.000	MAINTENANCE SERVICE	2,000.00	0.00	0.00	2,000.00	0.00
590-549-931.010	COUNTY DRAIN MAINTENANCE	550.00	0.00	0.00	550.00	0.00
590-549-943.000	EQUIPMENT RENTAL	13,000.00	7,274.10	1,246.59	5,725.90	55.95
590-549-963.000	LIABILITY INSURANCE	4,800.00	4,942.20	0.00	(142.20)	102.96
Total Dept 549 - MAINTENANCE-LIFT STATIONS		85,550.00	35,627.14	6,654.51	49,922.86	41.64
Dept 550 - COLLECTION						
590-550-703.000	SALARIES	35,000.00	8,783.81	1,458.83	26,216.19	25.10
590-550-703.010	OVERTIME PAY	0.00	72.34	0.00	(72.34)	100.00
590-550-715.000	FICA/MEDICARE	2,600.00	672.69	110.64	1,927.31	25.87
590-550-716.000	UNEMPLOYMENT COMPENSATION	60.00	4.24	0.00	55.76	7.07
590-550-717.000	WORKMAN'S COMP.	400.00	0.00	0.00	400.00	0.00
590-550-718.000	PENSION	2,000.00	485.00	86.78	1,515.00	24.25
590-550-719.500	DISABILITY INSURANCE	1,000.00	246.03	82.01	753.97	24.60
590-550-720.000	LIFE INSURANCE	300.00	49.29	16.43	250.71	16.43
590-550-728.000	OFFICE SUPPLIES	500.00	43.33	43.33	456.67	8.67
590-550-730.000	POSTAGE	1,900.00	423.78	0.00	1,476.22	22.30
590-550-807.000	AUDIT	2,000.00	0.00	0.00	2,000.00	0.00
590-550-808.000	PAYMENT PROCESSING FEES	2,500.00	125.94	0.00	2,374.06	5.04
590-550-853.000	TELEPHONE	700.00	154.71	51.57	545.29	22.10
590-550-864.000	CONFERENCES/WORKSHOPS	400.00	0.00	0.00	400.00	0.00
590-550-934.000	SERVICE CONTRACTS	16,000.00	765.79	70.68	15,234.21	4.79
590-550-936.000	TECH SERVICES	8,000.00	2,642.10	740.37	5,357.90	33.03
590-550-964.000	NSF CHECK CHARGES	0.00	2.50	0.00	(2.50)	100.00
Total Dept 550 - COLLECTION		73,360.00	14,471.55	2,660.64	58,888.45	19.73
TOTAL EXPENDITURES		525,407.00	95,979.22	11,370.80	429,427.78	18.27
Fund 590 - SEWER FUND:						
TOTAL REVENUES		495,850.00	80,557.15	27,968.45	415,292.85	16.25
TOTAL EXPENDITURES		525,407.00	95,979.22	11,370.80	429,427.78	18.27
NET OF REVENUES & EXPENDITURES		(29,557.00)	(15,422.07)	16,597.65	(14,134.93)	52.18

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REVENUE AND EXPENDITURE REPORT

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2024 NORMAL (ABNORMAL)	MONTH 05/31/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 591 - WATER FUND						
Revenues						
Dept 000						
591-000-539.000	STATE GRANTS	123,000.00	33,928.50	0.00	89,071.50	27.58
591-000-608.000	NSF CHECK FEE	0.00	175.00	35.00	(175.00)	100.00
591-000-629.000	PENALTIES	10,000.00	2,793.82	864.48	7,206.18	27.94
591-000-642.000	WATER TURN ONS	3,000.00	675.00	375.00	2,325.00	22.50
591-000-643.000	METERED SALES	400,000.00	99,656.14	34,348.68	300,343.86	24.91
591-000-645.000	WATER TAP FEES	3,000.00	0.00	0.00	3,000.00	0.00
591-000-664.000	INTEREST ON CD'S-RECEIVING	1,000.00	0.00	0.00	1,000.00	0.00
591-000-664.100	INTEREST-WATER OPERATING	100.00	39.45	0.00	60.55	39.45
591-000-664.120	INTEREST ON CHECKING-RECEIVING	200.00	0.00	0.00	200.00	0.00
591-000-689.000	CASH OVER AND SHORT	0.00	5.25	5.00	(5.25)	100.00
591-000-699.390	TRANSFER FROM FUND BALANCE	279,000.00	0.00	0.00	279,000.00	0.00
Total Dept 000		819,300.00	137,273.16	35,628.16	682,026.84	16.75
TOTAL REVENUES		819,300.00	137,273.16	35,628.16	682,026.84	16.75
Expenditures						
Dept 290 - CONTINGENCY						
591-290-969.000	CONTINGENCY	279,000.00	0.00	0.00	279,000.00	0.00
Total Dept 290 - CONTINGENCY		279,000.00	0.00	0.00	279,000.00	0.00
Dept 482 - ADMINISTRATION - USDA						
591-482-960.000	USDA - BONDS \$8,240.00	8,240.00	0.00	0.00	8,240.00	0.00
591-482-961.000	USDA - RRI RESERVE \$16,000.00	16,000.00	0.00	0.00	16,000.00	0.00
591-482-962.000	USDA - ENGINEERING	30,000.00	23,920.00	0.00	6,080.00	79.73
Total Dept 482 - ADMINISTRATION - USDA		54,240.00	23,920.00	0.00	30,320.00	44.10
Dept 483 - ADMINISTRATION						
591-483-703.172	MANAGER SALARY	15,500.00	3,957.24	1,130.61	11,542.76	25.53
591-483-703.215	CLERK SALARY	9,200.00	2,552.46	729.26	6,647.54	27.74
591-483-715.000	FICA/MEDICARE	1,900.00	498.04	142.29	1,401.96	26.21
591-483-718.000	PENSION	1,500.00	390.60	111.60	1,109.40	26.04
591-483-719.000	HEALTH INSURANCE	5,000.00	2,246.06	748.68	2,753.94	44.92
Total Dept 483 - ADMINISTRATION		33,100.00	9,644.40	2,862.44	23,455.60	29.14
Dept 550 - COLLECTION						
591-550-703.000	SALARIES-CLERICAL	35,500.00	8,784.45	1,458.97	26,715.55	24.74
591-550-703.010	OVERTIME PAY	200.00	72.30	0.00	127.70	36.15
591-550-715.000	FICA/MEDICARE	3,000.00	672.78	110.66	2,327.22	22.43
591-550-716.000	UNEMPLOYMENT COMPENSATION	75.00	0.00	0.00	75.00	0.00
591-550-717.000	WORKMAN'S COMP	35.00	0.00	0.00	35.00	0.00
591-550-718.000	PENSION	2,000.00	485.00	86.78	1,515.00	24.25
591-550-719.500	DISABILITY INSURANCE	900.00	246.03	82.01	653.97	27.34
591-550-720.000	LIFE INSURANCE	300.00	49.29	16.43	250.71	16.43
591-550-728.000	OFFICE SUPPLIES	600.00	43.33	43.33	556.67	7.22
591-550-730.000	POSTAGE	1,900.00	423.78	0.00	1,476.22	22.30
591-550-807.000	AUDIT	800.00	0.00	0.00	800.00	0.00

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2024	MONTH 05/31/2024	BALANCE	
		NORMAL	(ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 591 - WATER FUND						
Expenditures						
591-550-808.000	PAYMENT PROCESSING FEES	0.00	125.94	0.00	(125.94)	100.00
591-550-853.000	TELEPHONE	700.00	154.71	51.57	545.29	22.10
591-550-864.000	CONFERENCES/WORKSHOPS	900.00	149.00	0.00	751.00	16.56
591-550-901.000	PRINTING	1,000.00	0.00	0.00	1,000.00	0.00
591-550-931.000	MAINT-SERVICES	12,000.00	2,340.00	0.00	9,660.00	19.50
591-550-934.000	SERVICE CONTRACTS	2,500.00	657.80	70.68	1,842.20	26.31
591-550-936.000	TECH SERVICES	6,100.00	1,595.10	740.37	4,504.90	26.15
591-550-958.000	MISCELLANEOUS	1,200.00	0.00	0.00	1,200.00	0.00
591-550-964.000	NSF CHECK CHARGES	10.00	2.50	0.00	7.50	25.00
591-550-968.000	DEPRECIATION	54,000.00	0.00	0.00	54,000.00	0.00
Total Dept 550 - COLLECTION		123,720.00	15,802.01	2,660.80	107,917.99	12.77
Dept 551 - UTILITY						
591-551-921.000	POWER PUMPING-ELECTRIC	10,500.00	1,145.26	0.00	9,354.74	10.91
Total Dept 551 - UTILITY		10,500.00	1,145.26	0.00	9,354.74	10.91
Dept 552 - DISTRIBUTION						
591-552-703.000	SALARIES-DISTRIBUTION	50,000.00	19,141.63	6,349.78	30,858.37	38.28
591-552-703.010	OVERTIME PAY	5,000.00	3,403.66	956.27	1,596.34	68.07
591-552-717.000	WORKMAN'S COMP	1,000.00	0.00	0.00	1,000.00	0.00
591-552-719.000	HEALTH INSURANCE	11,000.00	2,756.42	1,450.24	8,243.58	25.06
591-552-719.500	DISABILITY INSURANCE	100.00	245.97	81.99	(145.97)	245.97
591-552-720.000	LIFE INSURANCE	450.00	49.23	16.41	400.77	10.94
591-552-768.000	UNIFORMS/BOOTS/ETC	700.00	250.50	0.00	449.50	35.79
591-552-776.000	SUPPLIES & MAINTENANCE	10,000.00	3,326.40	(3,272.98)	6,673.60	33.26
591-552-807.000	AUDIT	1,000.00	0.00	0.00	1,000.00	0.00
591-552-812.000	ENGINEERING	0.00	33,365.00	1,936.50	(33,365.00)	100.00
591-552-822.000	CONTRACTUAL SERVICES	8,000.00	848.00	0.00	7,152.00	10.60
591-552-853.020	CELL PHONE	2,000.00	433.45	126.53	1,566.55	21.67
591-552-864.000	CONF/WORKSHOPS	500.00	0.00	0.00	500.00	0.00
591-552-874.000	WATER TESTING	5,000.00	150.00	0.00	4,850.00	3.00
591-552-936.000	TECH SERVICES	2,000.00	1,053.58	0.00	946.42	52.68
591-552-943.000	EQUIPMENT RENTAL-WATER FUND	15,000.00	6,727.57	2,175.32	8,272.43	44.85
591-552-958.001	DUES/MEMBERSHIPS	1,000.00	0.00	0.00	1,000.00	0.00
591-552-963.000	LIABILITY INSURANCE	4,900.00	4,942.20	0.00	(42.20)	100.86
Total Dept 552 - DISTRIBUTION		117,650.00	76,693.61	9,820.06	40,956.39	65.19
Dept 553 - WELLS/TOWER						
591-553-963.000	LIABILITY INSURNACE	4,700.00	4,942.20	0.00	(242.20)	105.15
Total Dept 553 - WELLS/TOWER		4,700.00	4,942.20	0.00	(242.20)	105.15
TOTAL EXPENDITURES		622,910.00	132,147.48	15,343.30	490,762.52	21.21
Fund 591 - WATER FUND:						
TOTAL REVENUES		819,300.00	137,273.16	35,628.16	682,026.84	16.75
TOTAL EXPENDITURES		622,910.00	132,147.48	15,343.30	490,762.52	21.21

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED BUDGET	05/31/2024	MONTH	05/31/2024	BALANCE	
			NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED
Fund 591 - WATER FUND							
NET OF REVENUES & EXPENDITURES		196,390.00	5,125.68		20,284.86	191,264.32	2.61

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	05/31/2024 NORMAL (ABNORMAL)	MONTH 05/31/2024 INCREASE (DECREASE)	NORMAL (ABNORMAL) BALANCE			
Fund 596 - GARBAGE COLLECTION								
Revenues								
Dept 000								
596-000-539.000	GRANT PAYMENTS	46,250.00	0.00	0.00		46,250.00		0.00
596-000-628.000	TRASH SERVICE CHARGES	130,000.00	32,988.25	11,036.48		97,011.75		25.38
596-000-629.000	PENALTIES	3,200.00	869.13	292.75		2,330.87		27.16
596-000-647.000	COMMUNITY PROJECTS - DUMP DAY	1,000.00	0.00	0.00		1,000.00		0.00
596-000-664.100	INTEREST INCOME	100.00	0.23	0.00		99.77		0.23
596-000-664.120	INTEREST ON CHECKING-RECEIVING	50.00	0.00	0.00		50.00		0.00
596-000-675.000	OTHER REVENUE	7,500.00	0.00	0.00		7,500.00		0.00
Total Dept 000		188,100.00	33,857.61	11,329.23		154,242.39		18.00
TOTAL REVENUES		188,100.00	33,857.61	11,329.23		154,242.39		18.00
Expenditures								
Dept 528 - RUBBISH COLLECTION/DISPOSAL								
596-528-819.000	WASTE AND RUBBISH DISPOSAL	130,000.00	21,841.86	0.00		108,158.14		16.80
596-528-822.000	CONTRACTUAL SERVICES	1,000.00	0.00	0.00		1,000.00		0.00
596-528-860.000	VBCD TRANSRE STATION	55,000.00	90.00	0.00		54,910.00		0.16
596-528-995.596	ADMIN TRANSFER TO GF	6,500.00	0.00	0.00		6,500.00		0.00
Total Dept 528 - RUBBISH COLLECTION/DISPOSAL		192,500.00	21,931.86	0.00		170,568.14		11.39
TOTAL EXPENDITURES		192,500.00	21,931.86	0.00		170,568.14		11.39
Fund 596 - GARBAGE COLLECTION:								
TOTAL REVENUES		188,100.00	33,857.61	11,329.23		154,242.39		18.00
TOTAL EXPENDITURES		192,500.00	21,931.86	0.00		170,568.14		11.39
NET OF REVENUES & EXPENDITURES		(4,400.00)	11,925.75	11,329.23		(16,325.75)		271.04

REVENUE AND EXPENDITURE REPORT

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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2024	MONTH 05/31/2024	BALANCE	
		NORMAL	(ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 661 - MOTOR POOL						
Revenues						
Dept 000						
661-000-664.100	INTEREST INCOME	1,000.00	0.66	0.00	999.34	0.07
661-000-668.100	RENTAL EQUIPMENT-POLICE	25,000.00	0.00	0.00	25,000.00	0.00
661-000-668.200	RENTAL EQUIPMENT PARKS	15,000.00	3,834.73	1,297.17	11,165.27	25.56
661-000-668.300	RENTAL EQUIPMENT-LOCAL	60,000.00	14,683.12	5,520.00	45,316.88	24.47
661-000-668.310	EQUIP RENTAL L/R ICE/SNOW	1,000.00	21.46	0.00	978.54	2.15
661-000-668.400	RENTAL EQUIPMENT-MAJOR	8,000.00	1,287.57	99.74	6,712.43	16.09
661-000-668.410	EQUIP RENTAL M/R ICE/SNOW	6,000.00	57.72	0.00	5,942.28	0.96
661-000-668.500	RENTAL EQUIPMENT-WATER	16,000.00	6,727.57	2,175.32	9,272.43	42.05
661-000-668.605	LS MAINT. EQUIP RENTAL	13,000.00	7,274.10	1,246.59	5,725.90	55.95
661-000-668.700	RENTAL EQIPMENT-PUBLIC WORKS	16,000.00	3,107.26	183.72	12,892.74	19.42
661-000-673.000	SALE OF FIXED ASSETS	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 000		162,000.00	36,994.19	10,522.54	125,005.81	22.84
TOTAL REVENUES		162,000.00	36,994.19	10,522.54	125,005.81	22.84
Expenditures						
Dept 301 - POLICE DEPARTMENT						
661-301-870.000	GAS	10,000.00	2,187.20	0.00	7,812.80	21.87
661-301-872.000	TIRES	2,000.00	0.00	0.00	2,000.00	0.00
661-301-930.000	REPAIRS	3,000.00	3,261.28	582.54	(261.28)	108.71
661-301-963.000	MULTI-PERIL INSURANCE	6,300.00	6,589.60	0.00	(289.60)	104.60
Total Dept 301 - POLICE DEPARTMENT		21,300.00	12,038.08	582.54	9,261.92	56.52
Dept 441 - DPW						
661-441-807.000	AUDIT	1,000.00	6.58	0.00	993.42	0.66
661-441-870.000	GAS	22,000.00	3,953.88	0.00	18,046.12	17.97
661-441-872.000	TIRES	5,000.00	0.00	0.00	5,000.00	0.00
661-441-930.000	REPAIRS & MAINTENANCE	21,000.00	7,751.67	475.67	13,248.33	36.91
661-441-963.000	MULTI-PERIL INSURANCE	6,200.00	6,589.60	0.00	(389.60)	106.28
661-441-968.000	DEPRECIATION	62,000.00	0.00	0.00	62,000.00	0.00
661-441-970.000	EQUIPMENT PURCHASED	86,000.00	0.00	0.00	86,000.00	0.00
Total Dept 441 - DPW		203,200.00	18,301.73	475.67	184,898.27	9.01
Dept 483 - ADMINISTRATION						
661-483-703.172	MANAGER SALARY	3,900.00	1,130.65	323.06	2,769.35	28.99
661-483-703.215	CLERK SALARY	2,000.00	638.10	182.31	1,361.90	31.91
661-483-715.000	FICA/MEDICARE	500.00	135.24	38.64	364.76	27.05
661-483-718.000	PENSION	400.00	106.12	30.32	293.88	26.53
661-483-719.000	HEALTH INSURANCE	1,000.00	604.86	201.62	395.14	60.49
Total Dept 483 - ADMINISTRATION		7,800.00	2,614.97	775.95	5,185.03	33.53
TOTAL EXPENDITURES		232,300.00	32,954.78	1,834.16	199,345.22	14.19

Fund 661 - MOTOR POOL:

REVENUE AND EXPENDITURE REPORT
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GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	05/31/2024 NORMAL (ABNORMAL)	MONTH	05/31/2024 (DECREASE)	NORMAL	(ABNORMAL)	
Fund 661 - MOTOR POOL								
	TOTAL REVENUES	162,000.00	36,994.19		10,522.54		125,005.81	22.84
	TOTAL EXPENDITURES	232,300.00	32,954.78		1,834.16		199,345.22	14.19
	NET OF REVENUES & EXPENDITURES	(70,300.00)	4,039.41		8,688.38		(74,339.41)	5.75
	TOTAL REVENUES - ALL FUNDS	3,791,680.00	510,600.63		177,266.13		3,281,079.37	13.47
	TOTAL EXPENDITURES - ALL FUNDS	3,591,311.00	645,096.23		111,366.81		2,946,214.77	17.96
	NET OF REVENUES & EXPENDITURES	200,369.00	(134,495.60)		65,899.32		334,864.60	67.12



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM – MONTHLY REPORT

TO: Village Council
FROM: Christopher Tapper, Village Manager
REVIEWED BY: N/A
DATE: June 3, 2024

SUBJECT: Monthly Report May 2024

Updates – April 2023:

DECATUR COMMUNITY TRANSFER STATION.

Attached to this report is an update from the Van Buren Conservation District. Staff continue to work with the District for site preparation at the W Beers location.

UPDATE REGARDING PC – DDA – PARKS & RECREATION COMMITTEES

Planning Commission meeting minutes and agenda updates – [here](#)

Downtown Development Authority meeting minutes and agenda updates – [here](#)

Parks & Recreation meeting minutes and agenda updates - [here](#)

UPDATE REGARDING VILLAGE INFORMATION TECHNOLOGY

The Village of Decatur currently contracts with VC3 Inc (formally I.T. Right) to provide information technology support. This contract includes general support for software and hardware. Staff continue to experience a change with customer service along with support for updated hardware needs. Staff surveyed local municipal partners throughout Van Buren County and received similar poor satisfaction levels. Community survey included Paw Paw, Mattawan, Bangor, Lawton, Lawrence.

The budget for the annual support contract with VC3 Inc, is approximately \$5,700.00. This includes, manage anti-virus, workstation, proactive performance monitoring, patch management, predictive hardware failure, intrusion detection, antivirus/anti ransomware protection, sever proactive performance monitoring, patch management, predictive hardware failure, health checks, intrusion detection, antivirus/anti ransomware protection and remote backup. Staff continue to research comparable service contracts with different vendors.

Unfortunately, unless your tech-savvy or experienced with IT contracts, there can be hidden costs that you wouldn't expect or know to look for. While it can sound appealing to go for the cheapest firm, that decision can end up costing you more in the long run due to carve-outs and hidden fees in the contract. Cheaper IT firms will omit certain services from the original agreement and later nickel-and-dime you to add them on or by quoting you inadequate solutions that you'll later need to pay to upgrade. A ransomware attack is a significant and devastating event for any business; therefore, it's imperative that the IT company you're working with isn't just putting basic (cheap) antivirus software on your network and calling it a day. This is by far the one critical area most "cheaper" MSPs leave out. One thing you also want to make sure you look for in your IT firm proposal is that they do daily backups of your servers and workstations, as well as any cloud applications your company uses (Microsoft 365, Google Workspace, etc.), because online applications do NOT guarantee to back up your data. You also need to make sure your backups are immutable or unable to be corrupted by hackers. Again, most insurance companies now require immutable backups to be in place before they insure against ransomware or similar cyber events.

Good account management includes creating and managing an IT budget, a custom road map for your business and reviewing regulatory compliance and security on a routine basis to make sure nothing is overlooked. You get what you pay for, and this is NOT an area you want overlooked.

Cornerstone Technologies, Kalamazoo, MI has provided a quote for managed network services at a budget of \$21,821.76 annually. Real IT Solutions, Inc, Grand Rapids, MI has provided a quote estimate of \$20k - \$30k annually. Both proposals are increases compared to the current vendor.

UPDATE REGARDING ANNUAL WATER QUALITY REPORT FOR 2023

Attached to this memo you will find a complete copy of the Village of Decatur 2023 Annual Water Quality Report. Copies of previous years reports can be found on the village website, located here [Decatur \(decaturmiohio.org\)](https://www.decaturmiohio.org/)

UPDATE REGARDING BEACH MONITORING RED WOOLFE PARK

The Van Buren/Cass County Health Department has reached out to the Village of Decatur regarding Beach Water Monitoring. This is a program supported through the State of Michigan, Department of Environment, Great Lakes, and Energy (EGLE). The Village of Decatur has a publicly owned beach located at Red Woolfe Park. The VBCC Health Department has received a grant for the monitoring program and would like to begin the scope of work in May 2024.

The following links are provided on the Village website for additional information.

[Michigan BeachGuard System - Search Results \(state.mi.us\)](#)

RED WOOLFE PARK

Red Woolfe Park & Beach is owned and maintained by the Village of Decatur and is located on Lake of the Woods at the end of Pine Street. The Park is open from noon to 8:00 PM, Memorial Day through Labor Day and offers swings and playground equipment as well as a pavilion, picnic tables, stationery bar-b-que grills, a horseshoe pit, volleyball net and swimming. The area is fenced in for safety. Public bathrooms and water are also available. As with any park in the Village, it may be closed for repairs, water treatment, or weather.



The Pavilion can be reserved up to a year in advance by calling the Village Office at (269) 423-6114, Monday through Friday 9:00 am to noon and 1:00 pm to 5:00 pm. The pavilion is cemented but has no electrical outlets. The gate is locked before and after hours and no admittance after hours is allowed.

Priorities and Improvements List phase one - [Splash Pad](#)

Lake of the Woods - Woolfe Park - [Beach Monitoring](#)

Lake of the Woods Improvement Association website: www.lakeofthewoodsmi.org

UPDATE REGARDING EGLE AP GRANT

The Village received notification from the Michigan Department of Environment, Great Lakes and Energy (EGLE). The Village of Decatur application was received and review and posted with the priority list, [Affordability and Planning Grant \(michigan.gov\) webpage](#), including where we expect funding to be exhausted. EGLE will begin reaching out to communities in the fundable range beginning with the highest priority. Please be patient as we move down the list. The short answer is the Village was not approved nor denied, ELGE has placed Decatur on a “wait list” for funding.

UPDATE REGARDING POLICE DEPARTMENT EQUIPMENT

The Van Buren County Sheriff's Office, has proposed the topic of a radio encryption project. CJIS (FBI) is pushing an encryption mandate for police radios due to the sensitive nature of police officer radio traffic. MSP is the enforcement arm of the CJIS Policy for our State. This enforcement would take place if you're out of compliance during a LEIN Audit from the MSP. Chief VanDerWoude did an inventory of all our radios. We have 6 portable radios and two car radios. All information was forwarded to Tim McGee, Director, Van Buren County Central Dispatch. Based on the information provided, it appears our radios are just new enough that they can be encrypted, and we might not need to purchase 8 new radios. This is not 100 % confirmed. Our radios appear to be getting near their “end of life” according to the MPSCS. We have Motorola radios, and our current vendor is Tele-Rad out of Benton Harbor / Holland. If you do not need to purchase new radios, it could still cost agencies between \$1,500 and \$2,000 per radio to have it encrypted and re-programmed by the MPSCS (MSP I believe). There was discussion on agencies not being able to afford this mandate. There was discussion on this being an “Unfunded Mandate”. There was also discussion on this not being legal in our state. In summary, some of my thoughts: This could be very expensive for our Village. We did not budget this expense in to our 2024/2025 budget.

If we had to purchase 8 new radios and have them all “Programmed”, it could cost upwards of \$60,000 to \$70,000. That amount of money concerns me.

UPDATE REGARDING HOUSE FIRE W ST. MARYS STREET

Saturday, May 25, 2024, Public Safety responded to the 200 block of W St. Mary’s for a house fire. Officer Bush was on duty and did an excellent job! No one was home, they were away for the holiday weekend. – No one was hurt. There was extensive damage to the home looks like it may have started in the garage area. I spoke with the homeowner / landlord, she is working on getting what is left secured to prevent entry yet today. The Red Cross was contacted by Assistant Fire Chief Tom Bush and will be working with the occupant/renter for housing etc. I know there is a husband, wife, and children who are known to live here. There is a strong odor of burnt house but nothing more at this time. I was told the Decatur Hamilton Fire Department has contacted the Fire Marshall’s office to review this. Unknown cause at this time.

UPDATE REGARDING SERVICE LINE WARRANTIES OF AMERICA (SLWA)

The Council will recall, all Village residents have the opportunity to participate with the Exterior Water Service Line Coverage or Exterior Sewer/Septic Line Coverage from Service Line Warranties of America (SLWA). Unless your pipes have been replaced recently, they may be aging, and age-related wear and tear is a major contributor to line failures. Please act before being faced with a potential emergency with your exterior lines. These pipes are underground and cannot be easily inspected. It is therefore difficult to know if your pipes may be at advanced risk of failure and nearing the end of their effective life span. Regarding your responsibility: You bear full financial responsibility for repairs. The Village of Decatur is not responsible for exterior line repairs on your property. Also note that most basic homeowners’ insurance policies typically do NOT cover repairs for normal wear and tear.

Starting for just \$6.49 per month, you can avoid potentially significant out-of-pocket expenses. If you select both plans, you’ll receive a 10% savings for the first year.† The Village of Decatur has partnered with SLWA*, an independent company that offers eligible homeowners optional protection from SLWA, up to the benefit amount of \$8,500 per service call with multiple calls annually for covered water service or well line repairs and up to \$8,500 per service call with multiple calls annually for covered sewer/septic line repairs (30-day waiting period includes a money-back guarantee for both).

Repair Plans Available For: Village of Decatur, MI customers



Exterior Water Service Line Coverage

Let Exterior Water Service Line Coverage help protect you from expensive repairs to the line that brings water to your home.

[View plan](#)



This plan includes:

\$5.84/mo.
~~\$6.49/mo.~~

10% off your first year

[Add To Cart](#)

[Terms & Conditions](#)



Exterior Sewer/Septic Line Coverage

Your home's sewer/septic line can clog or break due to invasive tree roots or shifting soil. Help keep what's underground covered with a home service plan.

[View plan](#)



This plan includes:

\$7.64/mo.
~~\$8.49/mo.~~

10% off your first year

[Add To Cart](#)

[Terms & Conditions](#)



Interior Plumbing and Drainage Coverage

The plumbing and drainage inside your home could fail without warning due to leaking or broken water supply pipes or clogged drain lines—leaving you to have to deal with the cost of a repair.

[View plan](#)



This plan includes:

\$9.99/mo.

[Add To Cart](#)

[Terms & Conditions](#)