

VILLAGE OF DECATUR COUNCIL REGULAR MEETING AGENDA

Monday
February 7,
2022



VILLAGE OF DECATUR
REGULAR COUNCIL MEETING
Monday, February 7, 2022 – 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 cell phones off during the meeting.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL (Excused Absences if Any)

4. PUBLIC COMMENT

5. APPROVAL OF CONCENT AGENDA ITEMS

5A.1 - Approval of the Regular Council Meeting Agenda for February 7, 2022.

5A.2 - Approval of the Regular Meeting Minutes from January 7, 2022.

5A.3 - Approval of Accounts Payable and Payroll for week ending January 31, 2022.

6. COMMUNICATIONS TO THE COUNCIL – PRESENTATIONS & GUEST

6A – Zach Morris, EDPF, Executive Director for Market Van Buren.

7. PUBLIC HEARING

7A – Request to hold a public hearing on Resolution 2022-02 Fiscal Year Budget 2023, Annual Appropriation Bill March 1, 2022 – February 29, 2023, and subsequently adopt Resolution 2022-02.

8. UNFINISHED BUSINESS

8A – Updates USDA – Water System Improvements, Wastewater System Improvements.

9. NEW BUSINESS

9A.1 – Request to adopt Resolution 2022-01 Fiscal Year Budget 2022 Amendments.

9A.2 – Request to adopt Resolution 2022-03 MDOT Contract STL80000 (Prairie Ronde).

9A.3 – Approve the recommendation from DHFDA for capital expenditure from West Shore Fire.

9A.4 – Adopt amendments to Ordinance 2019-003 Rental Ordinance.

10. DEPARTMENT REPORTS

10A.1 – Department of Public Works Report

10A.2 – Police Department Report

10A.3 – Fire Department Report

10A-4 – Village Manager Report

11. PUBLIC COMMENTS – SECOND OPPORTINUTY

12. COUNCIL COMMENTS

13. CLOSED SESSION

13A – Request to enter into Closed Session, in accordance with the [Open Meetings Act](#), section 15.268 Closed Session; permissible purposes, article (h) to consider material exempt from discussion or disclosure by state or federal statute.

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 councilmembers 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 councilmembers to discuss the motion if councilmembers 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, January 3, 2022, at 7:00 P.M
Village Hall, 114 N. Phelps Street
Decatur, MI 49045

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

II. **Roll Call**

Clerk/Treasurer, Duncan provided roll call; Trustee Benson, Trustee Gunther, President Pro Tem Jackson, Trustee Mead Jr, Trustee Pelfrey, Trustee Verran, and President Elwaer in attendance. Also in attendance Village Manager, Christopher Tapper, Village Clerk/Treasurer, Megan Duncan and Chief of Police Thomas VanDerWoude.

III. **Public Comments**

- a. Dortha Pasley had questions and concerns regarding water and sewer rates.

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

- a. Trustee Gunther made a motion with support from Trustee Verran to approve the agenda for January 3, 2022, along with approval of meeting minutes from December 6, 2021, and accounts payable in the amount of \$153,772.13, motion carried 7-0.

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

Chief of Police Thomas VanDerWoude presented the Life Saving Award to Police Office Taylor Stricklin. Officer Stricklin was recognized for his life saving efforts for a unresponsive individual on August 11, 2021.

VI **Unfinished Business**

- a. Manager Tapper presented updates from Ad hoc Committee Members – Review of Ordinance 2019-03 Rental Ordinance and the USDA – Water System Improvements.

VI. **New Business – Approve of Bid from Nieuwenhuls Builder, LLC**

- a. Trustee Verran made a motion with the support of President Pro-Tem Jackson to approve the bid from Nieuwenhuls Builders, LLC. Roll Call Vote: Trustee Benson, Trustee Gunther, President Pro Tem Jackson, Trustee Mead Jr, Trustee Pelfrey, Trustee Verran, and President Elwaer, all voting yes, motion carried 7-0.

VII. New Business- Review Fiscal Year Budget 2022 Amendments

- a. Council reviewed Manager Tapper's Fiscal Year Budget 2022 Amendments memo.

VIII. New Business- Review Fiscal Year Budget 2023

- a. Council reviewed Manager Tapper's Fiscal Year Budget 2023 memo.

IX. New Business- Request to Schedule a Public Hearing Monday, February 7, 2022

- a. Trustee Verran made a motion with the support of Trustee Mead, Jr. to approve a public hearing on Monday, February 7, 2022. Roll Call Vote: Trustee Benson, Trustee Gunther, President Pro-Tem Jackson, Trustee Mead Jr, Trustee Pelfrey, Trustee Verran, and President Elwaer, all voting yes, motion carried 7-0.

X. Department Reports

Manager Tapper and Chief of Police, Thomas VanDerWoude provided Department Reports to the Council. Chief VanDerWoude gave an update on the Christmas Toy Give Away that took place on December 15, 2021, it was a success. Manager Tapper noted the Fire Department Report was also included in the Council packet for review. Manager Tapper also noted Van Buren County was given ARPA funds that can be used for the expansion of Broadband within Village limits. Each department report was provided in the agenda packet. A general discussion ensued regarding the department reports.

XI. Council Comments & Additional Public Comments

- a. Trustee Verran requested Council comments for the Patrol vehicle parked behind Village Hall be used as a Municipal vehicle.

XII. Adjournment

- a. President Pro-Tem Jackson made a motion with support from Trustee Verran to adjourn the meeting at 8:08 P.M. 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: February 7, 2022

SUBJECT: Approval of Accounts Payable and Payroll

Action Requested:

It is requested that Village Council approve accounts payable and payroll for the period ending January 31, 2022, in the amount of \$163,097.09.

Background:

Attached is the Disbursement Report highlighting the accounts payable and payroll activities for the period of January 1, 2022, through January 31, 2022

Attachment(s):

Disbursement Report

Date	Check#	Vendor Name	Amount Paid	Description
1/03/2022	28943	BENSON, JANICE	108.50	Payroll
1/03/2022	28944	ELWAER, ALI M	167.00	Payroll
1/03/2022	28945	GUNTHER, KIM M	108.50	Payroll
1/03/2022	28946	MEAD JR, ROBERT H	108.50	Payroll
1/03/2022	28947	PELFREY, JESSICA L	108.50	Payroll
1/03/2022	28949	STRICKLIN, TAYLOR C	811.11	Payroll
1/03/2022	28948	VERRAN, MICHAEL D	108.50	Payroll
1/3/2022	GEN 28951	BLUE WATER MANAGEMENT SOLUTIONS	330.00	Cross Connections Workshop
1/3/2022	GEN 28950	FLEEMAN-BISHOP, LESTIE	50.00	Utility Billing refund
1/3/2022	GEN 28952	DALE MOEN	22.00	Window Cleaning
1/3/2022	GEN 918(E)	VERIZON WIRELESS	260.92	Cell Phone Service
1/3/2022	GEN 917(E)	UNUM	881.57	Short/Long Term/Life/AD&D insurance
1/3/2022	GEN 28956	ZOOM VIDEO COMMUNICATIONS	218.52	Phone Service
1/3/2022	GEN 28955	VAN BUREN COUNTY DRAIN COMMISSION	565.99	Large Drainage Assessment
1/3/2022	GEN 28953	REPUBLIC SERVICES	748.29	Garbage Service
1/3/2022	GEN 28954	THE CURCIO LAW FIRM	557.50	Attorney Services
1/5/2022	GEN 920(E)	COMCAST CABLE	91.91	Phone at DPW
1/6/2022	GEN 28957	CHRISTOPHER TAPPER	227.46	Vision reimbursement
1/6/2022	GEN 28957	CHRISTOPHER TAPPER	227.46	Vision reimbursement
1/7/2022	GEN 28977	KROGEL'S AUTO SERVICE	1,025.35	Maintenance/Repairs 2016 Chevy
1/7/2022	GEN 28982	RC AUTOMOTIVE SUPPLY	100.63	Supplies for DPW
1/7/2022	GEN 28987	VILLAGE MARKET	373.66	Christmas
1/7/2022	GEN 28969	DECATUR LUMBER COMPANY	874.70	Supplies for DPW/Parks/Water/Sewer
1/7/2022	GEN 922(E)	INVOICE CLOUD	186.20	Invoice presentment for internet customers
1/7/2022	GEN 28971	DECATUR PLBM. & HEATING	141.57	Heater repairs at DPW
1/7/2022	GEN 919(E)	AMERICAN ELECTRIC POWER	2,289.86	Electrical Services
1/7/2022	GEN 28980	PAW PAW LABORATORY	665.00	Drinking water/waste water testing
1/7/2022	GEN 28980	PAW PAW LABORATORY	665.00	Drinking water/waste water testing
1/7/2022	GEN 28968	DECATUR DO IT CENTER	10.99	Supplies for DPW
1/7/2022	GEN 28967	CITY SERVICES	1,750.00	Inventory fire hydrant
1/7/2022	GEN 28978	MICHIGAN CAT/ PARTS DEPT	45.34	Headlight for loader
1/7/2022	GEN 28973	HAAS SYSTEMS	96.00	Alarm service at DPW
1/7/2022	GEN 28975	HS FLEET SERVICES, LLC	3,341.00	Wiring and Lights on Dodge Ram
1/7/2022	GEN 28974	HONOR CU	2,334.87	Credit Card Service
1/7/2022	GEN 28979	MML-YPSILANTI	3,107.00	Workmans Comp Payroll audit
1/7/2022	GEN 28976	HYDROCORP, INC	342.50	Cross Connection Program
1/10/2022	28959	AFLAC ,	89.29	Payroll

Date	Check#	Vendor Name	Amount Paid	Description
1/10/2022	28960	BLUE CARE NETWORK,	9,432.68	Payroll
1/10/2022	28961	DELTA DENTAL,	470.39	Payroll
1/10/2022	EFT855	INTERNAL REVENUE SERVICE,	6,591.55	Payroll
1/10/2022	28963	MISDU,	54.48	Payroll
1/10/2022	EFT856	MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM,	2,889.27	Payroll
1/10/2022	EFT857	STATE OF MICHIGAN,	993.73	Payroll
1/11/2022	DD58	AVERY, EVELYN M	1,400.00	Payroll
1/11/2022	DD54	BOITNOTT, PATRICK A	1,340.80	Payroll
1/11/2022	DD52	BRIDGES, DEBRA J	432.00	Payroll
1/11/2022	DD47	DAHLQUIST, THOMAS L	2,314.24	Payroll
1/11/2022	DD55	DRISCOLL, DAVID J	1,749.53	Payroll
1/11/2022	DD46	DUNCAN, MEGAN M	1,585.00	Payroll
1/11/2022	DD56	EBELING, JAMES S	3,010.00	Payroll
1/11/2022	DD53	MANN, ELES A F	216.00	Payroll
1/11/2022	28958	MYERS, GORDY J	1,505.08	Payroll
1/11/2022	DD48	RIGG, THEODORE A	2,830.86	Payroll
1/11/2022	DD57	SHROYER, TIMOTHY J	1,715.68	Payroll
1/11/2022	DD49	STRICKLIN, TAYLOR C	1,871.65	Payroll
1/11/2022	DD45	TAPPER, CHRISTOPHER C	2,750.00	Payroll
1/11/2022	DD50	TAYLOR, WYATT E	1,597.46	Payroll
1/11/2022	DD51	VANDERWOUDE, THOMAS C	2,529.60	Payroll
1/13/2022	GEN 28965	CHAPPAIS, BRANDON	36.56	Utility Billing refund
1/17/2022	28964	VANDERWOUDE, THOMAS C	1,264.80	Comp Time payout
1/17/2022	GEN 28983	REPUBLIC SERVICES	10,036.00	Garbage Service
1/17/2022	GEN 28981	PRI MAR PETROLEUM INC	1,255.32	Fuel for DPW
1/17/2022	GEN 28981	PRI MAR PETROLEUM INC	1,906.12	Diesel Fuel for DPW
1/17/2022	GEN 28972	DECATUR REPUBLICAN	29.00	Annual renewal for Newspaper
1/17/2022	GEN 28970	DECATUR ONE STOP	712.56	Fuel for PD
1/17/2022	GEN 28984	SAFEBUILT LLC	1,815.00	Building Permits
1/17/2022	GEN 28988	WOLF KUBODA	91.79	Parts for Snow blower
1/17/2022	GEN 28966	MCBRIDE, BROOKE	42.03	Utility Billing refund
1/17/2022	GEN 28985	SIEGFRIED, CRANDALL	2,490.00	Financial Administration Support
1/17/2022	GEN 28986	TAPPER FORD	454.50	Repairs on Patrol car
1/18/2022	GEN 923(E)	COMCAST CABLE	219.07	Internet at Village Hall
1/19/2022	GEN 921(E)	CONSUMERS ENERGY	1,340.92	Heating Services
1/24/2022	28991	AFLAC ,	89.29	Payroll
1/24/2022	28992	BLUE CARE NETWORK,	1,056.29	Payroll

Date	Check#	Vendor Name	Amount Paid	Description
1/24/2022	28993	DELTA DENTAL,	52.28	Payroll
1/24/2022	28996	FOPLC,	148.00	Payroll
1/24/2022	EFT858	INTERNAL REVENUE SERVICE,	5,872.30	Payroll
1/24/2022	28995	MISDU,	54.48	Payroll
1/24/2022	EFT859	MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM,	2,756.29	Payroll
1/24/2022	EFT860	STATE OF MICHIGAN,	912.98	Payroll
1/24/2022	GEN 28989	MICHIGAN MUNICIPAL LEAGUE	9.24	MML Unemployment Compensation
1/25/2022	DD72	AVERY, EVELYN M	1,400.00	Payroll
1/25/2022	DD68	BOITNOTT, PATRICK A	1,224.00	Payroll
1/25/2022	DD66	BRIDGES, DEBRA J	432.00	Payroll
1/25/2022	DD61	DAHLQUIST, THOMAS L	2,511.16	Payroll
1/25/2022	DD69	DRISCOLL, DAVID J	1,330.07	Payroll
1/25/2022	DD60	DUNCAN, MEGAN M	1,560.00	Payroll
1/25/2022	DD70	EBELING, JAMES S	2,463.75	Payroll
1/25/2022	DD67	MANN, ELES A F	432.00	Payroll
1/25/2022	28990	MYERS, GORDY J	1,315.61	Payroll
1/25/2022	DD62	RIGG, THEODORE A	2,209.90	Payroll
1/25/2022	DD71	SHROYER, TIMOTHY J	1,514.16	Payroll
1/25/2022	DD63	STRICKLIN, TAYLOR C	1,839.56	Payroll
1/25/2022	DD59	TAPPER, CHRISTOPHER C	2,500.00	Payroll
1/25/2022	DD64	TAYLOR, WYATT E	1,818.40	Payroll
1/25/2022	DD65	VANDERWOUDE, THOMAS C	2,529.60	Payroll
1/26/2022	GEN 919(E)	AMERICAN ELECTRIC POWER	1,715.87	Electrical Services
1/27/2022	GEN 28998	MC DONALD'S RESTAURANT	108.88	Utility Billing refund
1/27/2022	GEN 28997	ICKES, TAMMY	2.98	Utility Billing refund
1/28/2022	GEN 29010	ZOOM VIDEO COMMUNICATIONS	216.91	Internet phone services
1/28/2022	GEN 29008	WIGHTMAN & ASSOCIATES	1,013.44	Design Engineering for Prairie Ronde
1/28/2022	GEN 29002	PARRETT COMPANY	239.18	Printing Services
1/28/2022	GEN 29004	THE CLOTHES BASKET	115.75	Dry cleaning for PD uniforms
1/28/2022	GEN 29008	WIGHTMAN & ASSOCIATES	9,000.00	Design Engineering for Prairie Ronde
1/28/2022	GEN 29008	WIGHTMAN & ASSOCIATES	2,702.82	Design Engineering for Prairie Ronde
1/28/2022	GEN 29008	WIGHTMAN & ASSOCIATES	450.38	Design Engineering for Prairie Ronde
1/28/2022	GEN 29001	KSS ENTERPRISES	7.90	Cleaning supplies
1/28/2022	GEN 29008	WIGHTMAN & ASSOCIATES	5,225.00	USDA Application for Water/Sewer
1/28/2022	GEN 29008	WIGHTMAN & ASSOCIATES	5,267.50	USDA Application for Water/Sewer
1/28/2022	GEN 29008	WIGHTMAN & ASSOCIATES	5,270.00	USDA Application for Water/Sewer
1/28/2022	GEN 29008	WIGHTMAN & ASSOCIATES	2,012.50	USDA Application for Water/Sewer

Date	Check#	Vendor Name	Amount Paid	Description
1/28/2022	GEN 28999	DECATUR REPUBLICAN	1,138.00	Articles for newspaper Nov/Dec
1/28/2022	GEN 29005	VAN BUREN COUNTY	160.04	Verizon Modem for PD
1/28/2022	GEN 29000	KROGEL'S AUTO SERVICE	43.50	Oil Change for Patrol Car
1/28/2022	GEN 29003	RIGG, TED	5.10	Postage reimbursement
1/28/2022	GEN 29007	WMACP	25.00	Association Dues for Chief of Police
1/31/2022	GEN 29006	WASTE MANAGEMENT	230.12	Final payment for Garbage service
			163,097.09	



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Christopher Tapper, Village Manager
REVIEWED BY: N/A
DATE: February 7, 2022

SUBJECT: Zach Morris, EDFP, Executive Director for Market Van Buren

Action Requested:

It is requested the Village Council receive a presentation from Zach Morris, EDFP, Executive Director for Market Van Buren.

Background:

As a subsidiary of Kinexus Group, a \$15 million Southwest Michigan-based non-profit, Market Van Buren has principal responsibilities for economic and community development throughout Van Buren County. We connect people, investments, and organizations with strategies and services that improve the quality of life and economic conditions in our region, specifically Van Buren County. Our Van Buren County staff focuses on developing strategies that will allow our communities to thrive by addressing needs related to workforce, community, and business development. We work collaboratively with regional organizations to maximize economic growth.

Examples of successful stories with the Village of Decatur include;

- Helped organize and run Midwest Fest, a festival that showcases the community to hundreds of external people while building community among residents.
- Supported the expansion of Midwest Fasteners, bringing 30 new jobs to the Village while retaining 172 existing jobs and increasing investment by over \$1 million.
- Over the course of the last 18 months have supported small businesses through Covid. Notably helping Final Gravity gain access to over \$6k of grant money and helping them secure a low interest \$20k working capital loan through the County's Revolving Loan Fund.
- Submitted training grants for Special-Lite to help diversify their teams' skillsets.



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

Finally, think of Market Van Buren as an extension of the Village team. Were here to help whenever something pops up, Covid, festival sponsors, businesses expanding, or even help write grants to expand economic development.

Attachments:

[Market Van Buren | Paw Paw, Michigan](#)

2022 Economic Development Services - Invoice



Market Van Buren
32848 Red Arrow Hwy, Ste 100
Paw Paw, MI 49079
269.519.6142
morrisz@kinexus.org
www.kinexus.org

12/1/2021

Village of Decatur
114 N. Phelps
Decatur, MI 49045

Mr. Tapper,

Thank you for working with Market Van Buren. We have principal responsibilities for economic and community development throughout Van Buren county. We connect people, investments, and organizations with strategies and services that improve the quality of life and economic conditions in our region. Our staff focuses on developing strategies that will allow our communities to thrive by addressing needs related to workforce, community, and business development. We work collaboratively with regional organizations to maximize economic growth.

Market Van Buren is a not-for-profit 501(c)(3) organization in partnership with business, industry, community leaders, and elected officials in Michigan.

Your support of Market Van Buren helps us work toward achieving this mission. Once again, thank you for your contribution.

Sincerely,

Zachary S. Morris
Executive Director - Market Van Buren

Market Van Buren Tax Identification #:
This service is valued at:

84-3582323
\$1,249.25



INVOICE: FEE FOR SERVICE

BILL TO: Village of Decatur
114 N. Phelps
Decatur, MI 49045

INVOICE: MVB-3-120121
DATE: 12/1/2021
DUE DATE: 12/31/2021

Date	Description	Total
12/1/2021	Economic Development Services for Village of Decatur. Services to be performed by Market Van Buren.	\$1,249.25

Please remit payment with a copy of this statement immediately to:

Market Van Buren
Attention: Fiscal
330 W. Main St, Suite 110
Benton Harbor, MI 49022
invoices@kinexus.org

A not-for-profit Workforce Development organization
Equal Opportunity Program/Employer



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Christopher Tapper, Village Manager
REVIEWED BY: N/A
DATE: February 7, 2022

SUBJECT: Public Hearing for Fiscal Year Budget 2023 adoption

Action Requested:

It is requested the Village Council hold a public hearing for Monday, February 7, 2022, to receive public comments regarding the adoption of Fiscal Year Budget 2023. Subsequently after the public hearing it is requested to adopt Resolution 2022-02, Annual Appropriations Bill FY 23.

Background:

Code of Ordinance, Article VII – Village Manager, Section 2-202 duties (b)(3) details the supervise the preparation of an annual budget and submit it to the council for its approval and adoption, and be responsible for the administration thereof.

Part of the administration process, is to hold a public hearing to receive public comments on the proposed/draft of fiscal year 2023. Staff has worked with the Budget Committee over the past several months to create the proposal.

Attachment:

Annual Appropriations Bill FY Budget 2023

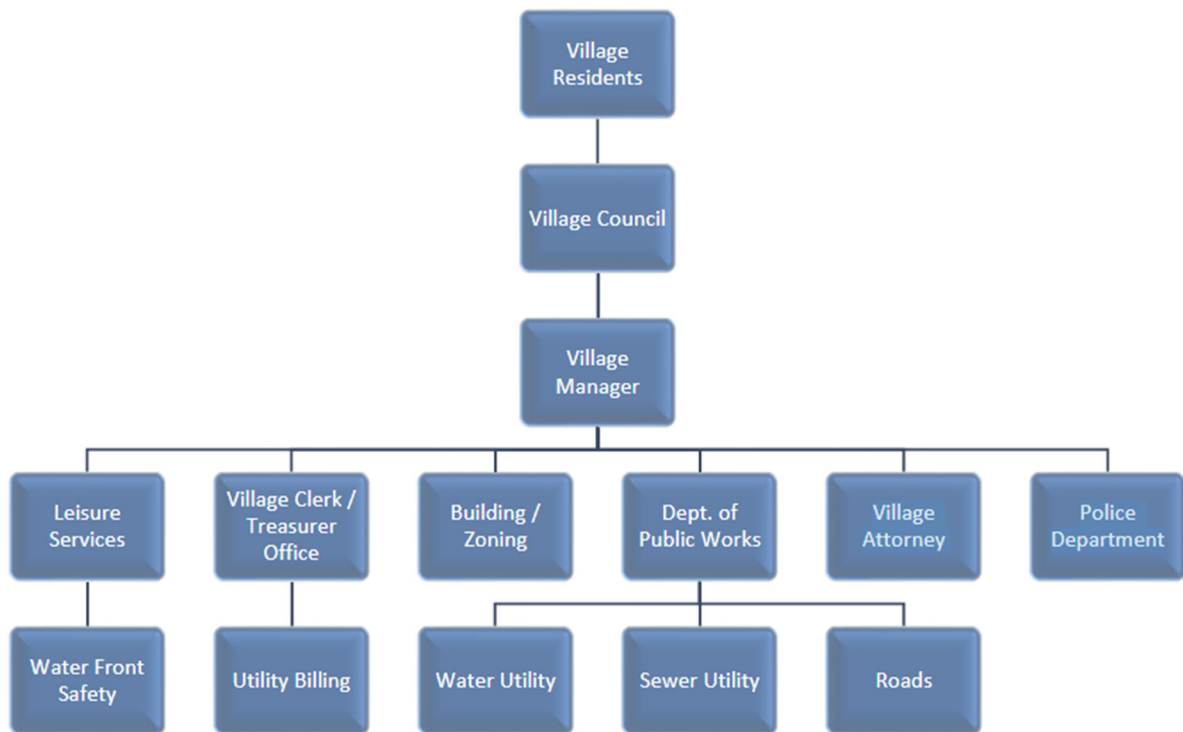


*FISCAL YEAR 2023
ANNUAL APPROPRIATION BILL
MARCH 1, 2022 – FEBRUARY 29, 2023*

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The chart below illustrates the organizational structure within the Village.



VILLAGE COUNCIL

Trustee – Janice Benson
Trustee – Kim Gunther
Trustee – Bob Mead
Trustee – Jessica Pelfrey
Trustee - Mike Verran
President Pro Tempore - Charlene Jackson
President - Ali Elwaer

VILLAGE ADMINISTRATION

Village Manager – Christopher Tapper
Village Clerk/Treasurer – Megan Duncan
Chief of Police -Thomas VanDerWoude
DPW Forman - James Ebeling

December 14, 2021

To the Members of the Village Council,

In accordance with Section 2-202. – Duties of the Village Manager, Article (3), I am pleased to present for your consideration, the Fiscal Year 2022-2023 Annual Budget. Annual Budget, which begins on March 1, 2022. This budget was put together with the support of the Budget Committee and of the administrative staff of the Village of Decatur. I would personally like to thank the Budget Committee, Trustee Mike Verran, President Pro Tem, Charlene Jackson, President Ali Elwear, along with Department Heads, Chief of Police Thomas VanDerWoude and Forman, James Ebeling for the work they put into this year's budget.

This budget, which was developed and confirms to generally accepted accounting principles as established by Governmental Accounting Standards Board, is intended to serve as a plan of financial operations embodying an estimate of expenditures for the next fiscal year and the means of financing them along with a management and operational plan for allocation of resources during the Fiscal Year 2022-2023.

As you will see in the following pages, we are estimating that in Fiscal Year 2022-2023 we will generate \$2,349,272.00 in revenue while expending \$2,526,447.00. This will result in a budget deficit. It should be noted the subsequent deficit will accrue in the Major Streets Fund 202, Local Street Fund 203, and the Water Fund 591. The primary influence of this short fall will accumulate due to the previous approved Council capital improvement projects on South George Street and Prairie Ronde Street. Along with additional Local Street improvements proposed in this budget of resurfacing, Mason, Champion, South and Maple Streets.

Staff will continue the additional administrative work to perform the needed tasks to complete the Council approved capital improvement project of the USDA Water & Sewer Systems Improvements.

To accomplish these goals the Village will continue to operate with a millage rate of 11.4338 for general operations, and 4.5733 millage rate for general street operations, and 1.8290 millage rate for the Downtown Development Authority. As previously discussed in Fiscal Year 2021-2022, Council will continue the recommended Water & Sewer rate increase to cover the operations of those systems in accordance with the recommendations set forth to obtain USDA funding for the Water & Sewer Systems Improvements.

Christopher Tapper

Christopher Tapper
Village Manager

VILLAGE OF DECATUR
ANNUAL ADMINISTRATIVE APPOINTMENT LIST

Zoning Administrator – Christopher Tapper – Village Manager

Street Administrator – Christopher Tapper – Village Manager

Village Freedom of Information Coordinator (FOIA) – Megan Duncan

Village Attorney – Nicholas Curcio – The Curcio Law Firm (Village General Console)

Village Auditor's – Gabridge & Company

Village Finance Administration Services – Siegfried Crandall PC

Village Planner – Rebecca Harvey, Harvey Consultant Service, LLC

Village Assessor - Shalice Northrop

Village Fire & Quick Response Department – Decatur Hamilton Fire & QR

Village Banking & Financial Intuitions - First State Bank Decatur, Honor Credit Union Decatur

Village Building Department & Building Officials – Safebuilt

Village Waste Hauler – Republic Services

Village Information & Technology Services – I.T. Right and Van Buren County IT

Village Finance and Record Management Services – BS&A

Village Engineering, Land Survey, Architecture and Designs - Wightman & Associates and Abonmarche

Village Environmental & Geologist Services – Eric Larcinese - Holocene Environmental LLC

Village Insurance Agency & Liabilities – Michigan Municipal League

Village Publication & Notification – Decatur Republican, Courier Leader, Village website

Village Life & Health Insurance Agency, Group Benefits - Miller-Schuring Agency

VILLAGE OF DECATUR

COUNTY OF VAN BUREN

STATE OF MICHIGAN

RESOLUTION 2021-012: VILLAGE OF DECATUR COUNCIL MEETING SCHEDULE FOR 2022.

WHEREAS, a local Municipality has the right to set their own Regular Meeting schedule by Resolution; and

WHEREAS, The Village of Decatur is required by law to have one Regular Meeting every month; and

WHEREAS, The Regular Meeting Schedule will be posted at Village Offices throughout the duration of the 2022 Calendar Year.

The Village of Decatur, Trustee's meet at 7:00PM for on the first Monday of each month unless otherwise posted. Meetings are held in the Council Chambers of the Decatur Village Hall, 114/116 N. Phelps Street, Decatur, Michigan. The Village Council will also from time to time meet electronically allowable under PA 228 of 2020.

January 3, 2022 February 7, 2022 March 7, 2022 April 4, 2022 May 2, 2022

June 6, 2022 July 5, 2022 (Tuesday) August 1, 2022 September 6, 2022 (Tuesday)

October 3, 2022 November 7, 2022 December 5, 2022

DOWNTOWN DEVELOPMENT AUTHORITY

The Decatur Village DDA meets at 1:00 PM on the second Wednesday of each month unless otherwise posted. Meetings are held in the Council Chambers of the Decatur Village Hall, 114/116 N. Phelps, Decatur, MI 49045.

PLANNING COMMISSION

The Decatur Village Planning Commission meets at 1:00 PM on the third Thursday of each month unless otherwise posted. Meetings are held in the Council Chambers of the Decatur Hall, 114/116 N. Phelps, Decatur, MI 49045.

ZONING BOARD OF APPEALS

The Zoning Board of Appeals meets as needed. Meetings are held in the Council Chambers of the Decatur Village Hall, 114/116 N. Phelps, Decatur, MI 49045

NOW, THEREFORE, BE IT RESOLVED, the following is the current Regular Meeting Schedule for the 2022 Calendar Year for The Village of Decatur.

RESOLUTION DECLARED ADOPTED, this 6th day of December 2021.

➤ **General Fund 101**

The General Fund retains property taxes, revenue sharing from the State of Michigan and fees that are paid to the Village. The General Fund is classified as a Governmental Fund, which does place some restrictions on the types of expenses that can be allocated. However, the General Fund is unique in that it's funds can be used on a wide range of approved projects. Outside of our Enterprise Funds (Water/Sewer), the General Fund provides the Village with the greatest amount of flexibility. Therefore, it's important to maintain a healthy fund balance in the General Fund and ensure that all other funds are being used to their fullest extent first. The departments within the General Fund include Police, Village Hall, Building Inspector, General DPW, Parks and Recreation, Clerk, Treasurer, and Manager.

101-VILLAGE COUNCIL

137-ATTORNEY

172-VILLAGE MANAGER

215/253-VILLAGE CLERK/TREASURER

262-ELECTIONS

265-VILLAGE HALL

301- PD

302-CROSSING GUARDS

371-BUILDING INSPECTOR

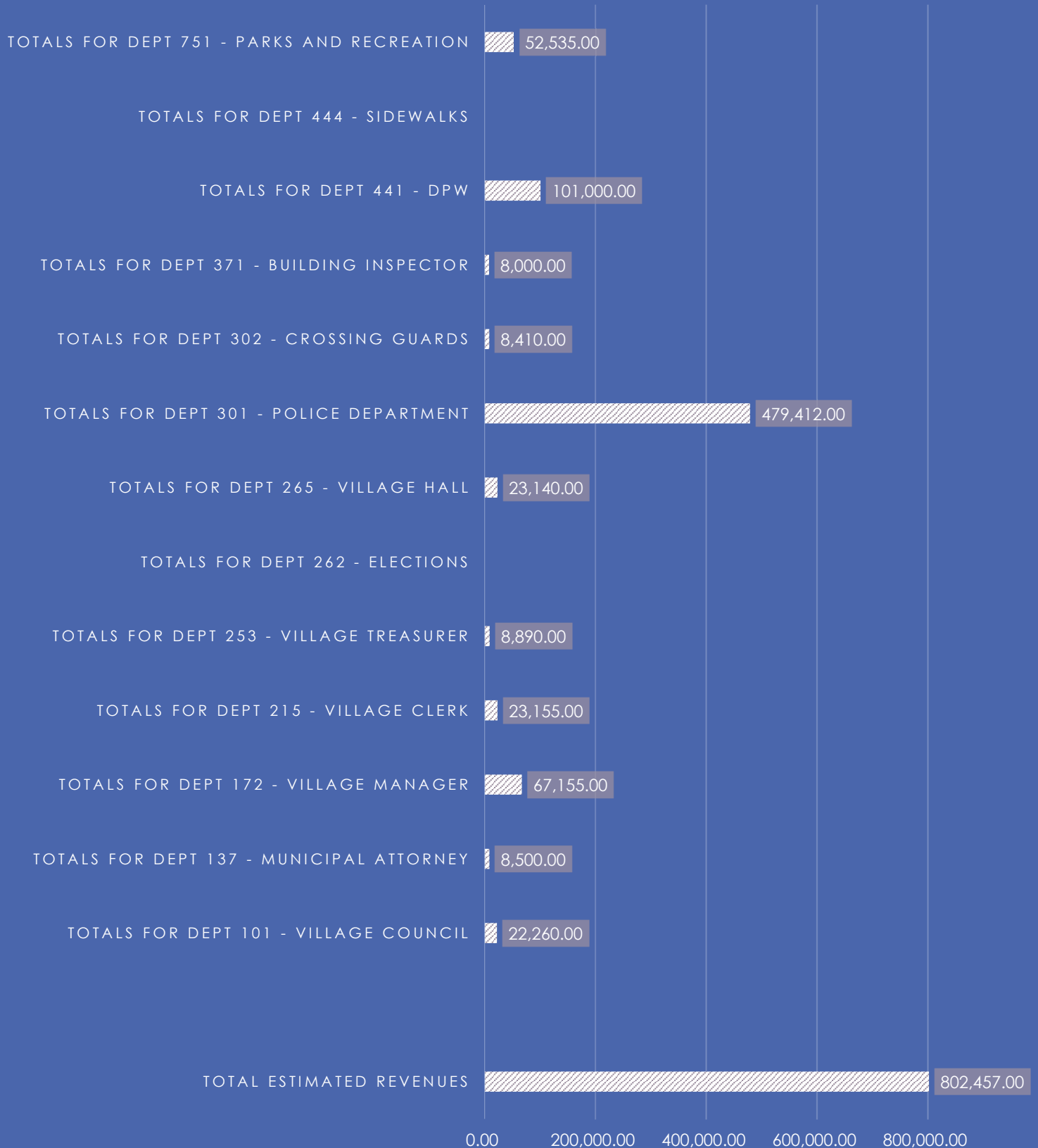
441-DPW

751-PARKS & RECREATION

GENERAL FUND (101)

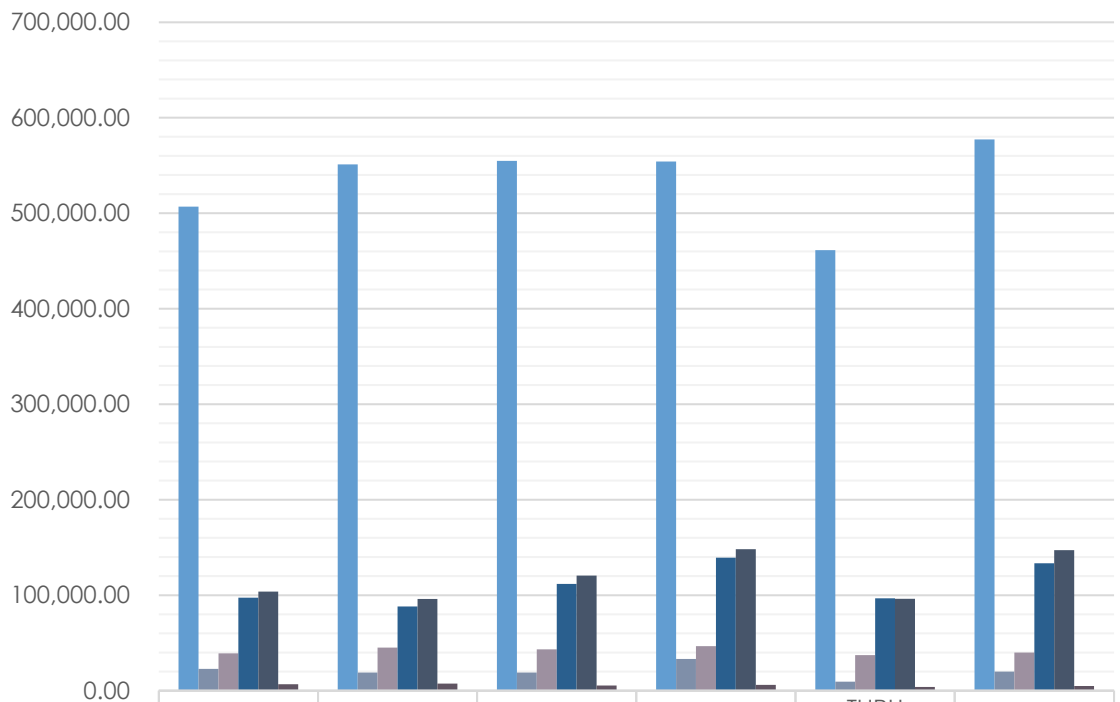
	2020-21	2021-22	2021-22	2022-23
	ACTIVITY	AMENDED	ACTIVITY	REQUESTED
Fund 101 - GENERAL FUND		BUDGET	THRU 02/28/22	BUDGET
TOTAL ESTIMATED REVENUES	781,048.25	786,235.00	747,795.72	802,457.00
Totals for dept 101 - VILLAGE COUNCIL	25,951.46	18,460.00	19,974.53	22,260.00
Totals for dept 137 - MUNICIPAL ATTORNEY	4,877.50	6,150.00	5,612.50	8,500.00
Totals for dept 172 - VILLAGE MANAGER	53,076.66	58,667.00	43,221.13	67,155.00
Totals for dept 215 - VILLAGE CLERK	38,042.07	39,117.00	29,478.95	23,155.00
Totals for dept 253 - VILLAGE TREASURER	7,346.07	7,835.00	7,406.26	8,890.00
Totals for dept 262 - ELECTIONS				
Totals for dept 265 - VILLAGE HALL	33,591.68	18,650.00	12,976.18	23,140.00
Totals for dept 301 - POLICE DEPARTMENT	457,843.82	466,162.00	376,336.66	479,412.00
Totals for dept 302 - CROSSING GUARDS	6,742.58	8,410.00	8,346.47	8,410.00
Totals for dept 371 - BUILDING INSPECTOR		1,000.00	6,559.00	8,000.00
Totals for dept 441 - DPW	80,513.13	96,085.00	73,706.05	101,000.00
Totals for dept 444 - SIDEWALKS				
Totals for dept 751 - PARKS AND RECREATION	49,036.47	61,450.00	55,042.76	52,535.00
TOTAL APPROPRIATIONS	757,021.44	781,986.00	638,660.49	802,457.00
NET OF REVENUES/APPROPRIATIONS - FUND 101	24,026.81	4,249.00	109,135.23	0.00
BEGINNING FUND BALANCE	549,781.13	573,807.94	573,807.94	682,943.17
FUND BALANCE ADJUSTMENTS				
ENDING FUND BALANCE	573,807.94	578,056.94	682,943.17	682,943.17

GENERAL FUND ACTIVITY BY DEPARTMENT FY 2023



VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

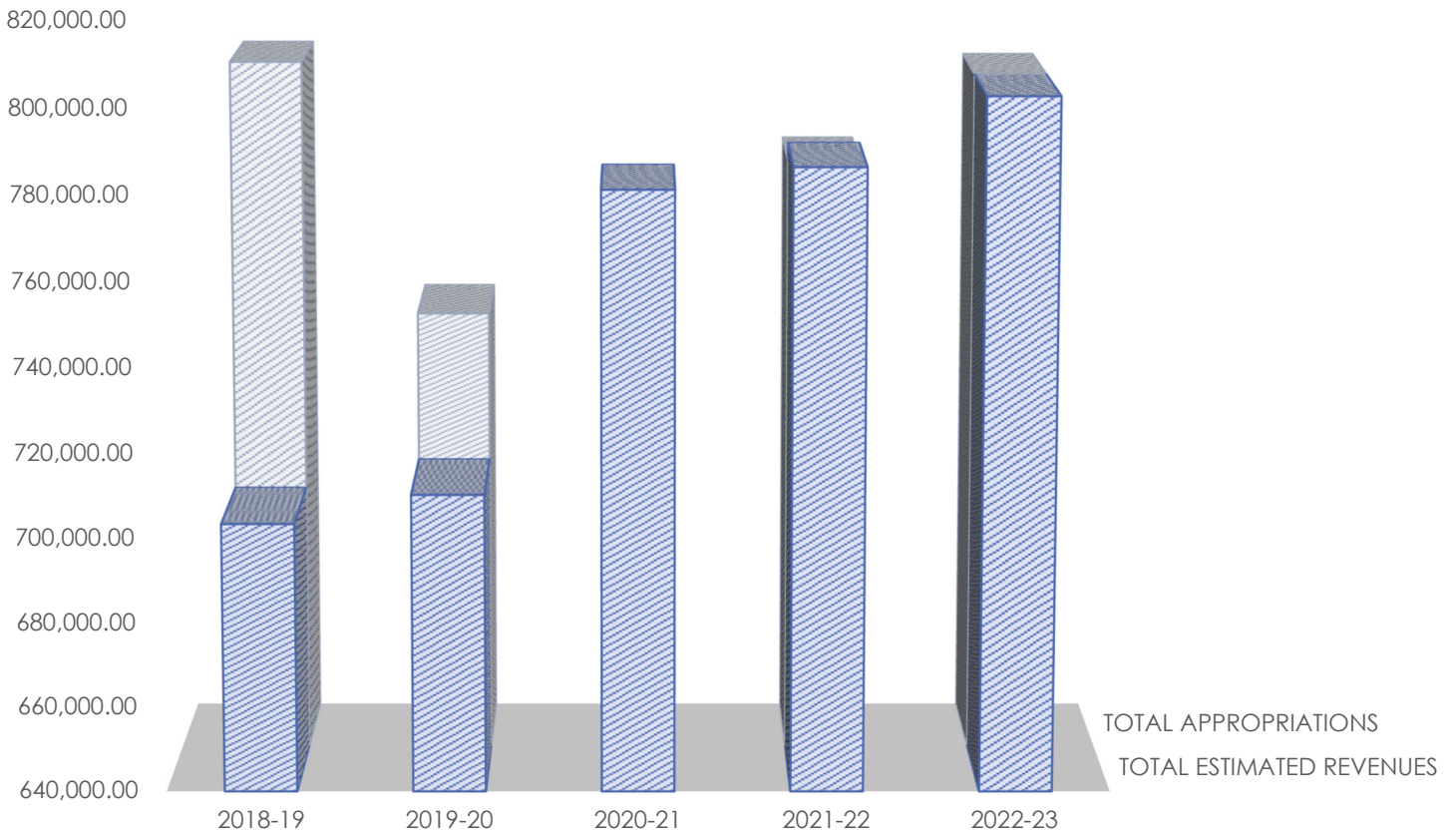
	2020-21	2021-22	2021-22	2022-23
	ACTIVITY	AMENDED	ACTIVITY	REQUESTED
		BUDGET	THRU 02/28/22	BUDGET
GENERAL FUND SALARY+BENEFITS	554,715.95	554,054.00	461,253.32	577,235.00
MAJOR STREET FUND SALARY+BENEFITS	19,020.31	33,300.00	9,447.25	20,060.00
LOCAL STREET FUND SALARY+BENEFITS	43,386.34	46,575.00	37,337.37	40,010.00
SEWER FUND SALARY+BENEFITS	111,745.40	139,275.00	96,801.55	133,400.00
WATER FUND SALARY+BENEFITS	120,564.78	148,185.00	96,229.51	147,190.00
MOTOR POOL FUND SALARY+BENEFITS	5,424.40	6,100.00	3,880.77	5,000.00
TOTAL SALARY + BENEFITS	854,857.18	927,489.00	704,949.77	922,895.00



	ACTIVITY 2018-19	ACTIVITY 2019-20	ACTIVITY 2020-21	BUDGET AMENDED 2021-22	THRU 02/28/22 ACTIVITY 2021-22	BUDGET REQUESTED 2022-23
■ GENERAL FUND SALARY+BENEFITS	506,801.54	551,117.09	554,715.95	554,054.00	461,253.32	577,235.00
■ MAJOR STREET FUND SALARY+BENEFITS	22,874.52	19,092.08	19,020.31	33,300.00	9,447.25	20,060.00
■ LOCAL STREET FUND SALARY+BENEFITS	39,187.07	45,172.88	43,386.34	46,575.00	37,337.37	40,010.00
■ SEWER FUND SALARY+BENEFITS	97,338.27	88,229.79	111,745.40	139,275.00	96,801.55	133,400.00
■ WATER FUND SALARY+BENEFITS	103,768.94	96,022.81	120,564.78	148,185.00	96,229.51	147,190.00
■ MOTOR POOL FUND SALARY+BENEFITS	6,751.39	7,509.94	5,424.40	6,100.00	3,880.77	5,000.00

GENERAL FUND APPROPRIATIONS FY 2023

■ TOTAL ESTIMATED REVENUES ■ TOTAL APPROPRIATIONS



	2018-19	2019-20	2020-21	2021-22	2022-23
■ TOTAL ESTIMATED REVENUES	703,391.12	710,243.32	781,048.25	786,235.00	802,457.00
■ TOTAL APPROPRIATIONS	805,424.03	745,493.48	757,021.44	781,986.00	802,457.00

➤ **Road Funds 202 – 203 - 230**

The Road Funds (Major and Local) are both Governmental Funds as well. They are funded by taxes and revenue sharing from the State of Michigan. These funds must be used to improve the local and major streets of the Village. In addition, 1% of all road fund expenditures in a rolling 10-year timeframe must be utilized to fund non-motorized improvements such as sidewalks, striping, or lighting.

463-MAINTENANCE

474-TRAFFIC SERVICES

479-SNOW REMOVAL

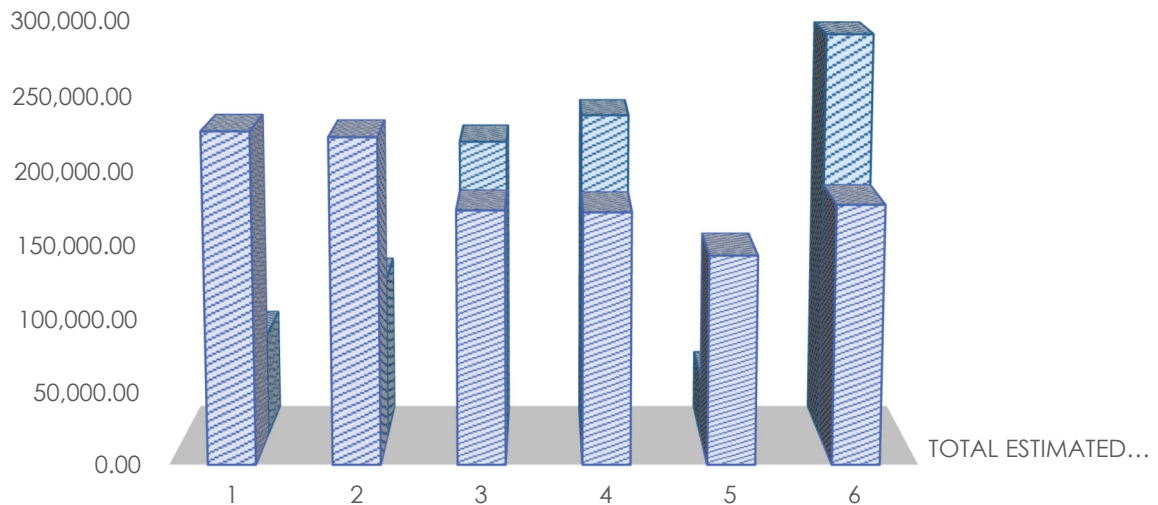
483-ADMINISTRATION

MAJOR ROADS FUND (202)

	2020-21	2021-22	2021-22	2022-23
	ACTIVITY	AMENDED	ACTIVITY	REQUESTED
Fund 202 - MAJOR ROADS		BUDGET	THRU 02/28/22	BUDGET
TOTAL ESTIMATED REVENUES	173,724.49	172,500.00	143,346.81	177,500.00
Totals for dept 290 - CONTINGENCY		10,000.00		
Totals for dept 463 - MAINTENANCE	177,868.80	177,850.00	27,846.57	252,450.00
Totals for dept 474 - TRAFFIC	(67.50)	3,725.00		
Totals for dept 479 - ICE/SNOW	19,411.07	20,600.00	4,070.56	19,800.00
Totals for dept 483 - ADMINISTRATION	10,535.51	13,950.00	8,741.53	9,860.00
TOTAL APPROPRIATIONS	207,747.88	226,125.00	40,658.66	282,110.00
NET OF REVENUES/APPROPRIATIONS - FUND 202	(34,023.39)	(53,625.00)	102,688.15	(104,610.00)
BEGINNING FUND BALANCE	644,745.44	610,722.05	610,722.05	713,410.20
ENDING FUND BALANCE	610,722.05	557,097.05	713,410.20	608,800.20

MAJOR STREET FUND - 202

■ TOTAL ESTIMATED REVENUES
 ■ TOTAL APPROPRIATIONS



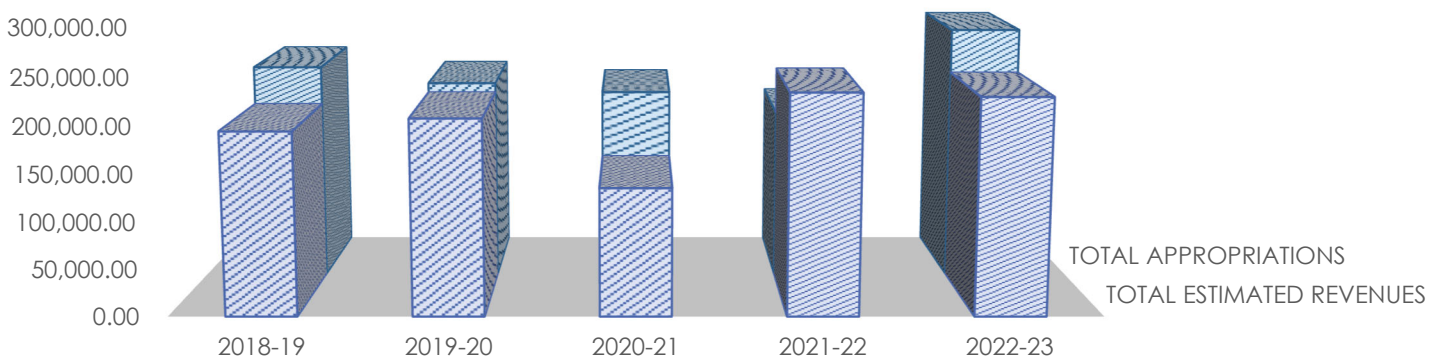
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■ TOTAL ESTIMATED REVENUES	226,518.39	222,613.18	173,724.49	172,500.00	143,346.81	177,500.00
■ TOTAL APPROPRIATIONS	70,657.37	110,154.11	207,747.88	226,125.00	40,658.66	282,110.00

LOCAL ROADS FUND (203)

	2020-21	2021-22	2021-22	2022-23
	ACTIVITY	AMENDED	ACTIVITY	REQUESTED
Fund 203 - LOCAL ROADS		BUDGET	THRU	BUDGET
			02/28/22	
TOTAL ESTIMATED REVENUES	134,788.24	233,300.00	212,402.46	228,800.00
Totals for dept 290 - CONTINGENCY		9,000.00		
Totals for dept 463 - MAINTENANCE	178,622.21	134,650.00	116,012.56	255,200.00
Totals for dept 474 - TRAFFIC	775.64	3,525.00	1,918.24	2,000.00
Totals for dept 479 - ICE/SNOW	16,776.02	22,250.00	364.79	12,050.00
Totals for dept 483 - ADMINISTRATION	10,535.53	13,950.00	8,741.50	6,860.00
TOTAL APPROPRIATIONS	206,709.40	183,375.00	127,037.09	276,110.00
NET OF REVENUES/APPROPRIATIONS - FUND 203	(71,921.16)	49,925.00	85,365.37	(47,310.00)
BEGINNING FUND BALANCE	192,731.46	120,810.30	120,810.30	206,175.67
FUND BALANCE ADJUSTMENTS				
ENDING FUND BALANCE	120,810.30	170,735.30	206,175.67	158,865.67

LOCAL STREET FUND -203

■ TOTAL ESTIMATED REVENUES
 ■ TOTAL APPROPRIATIONS



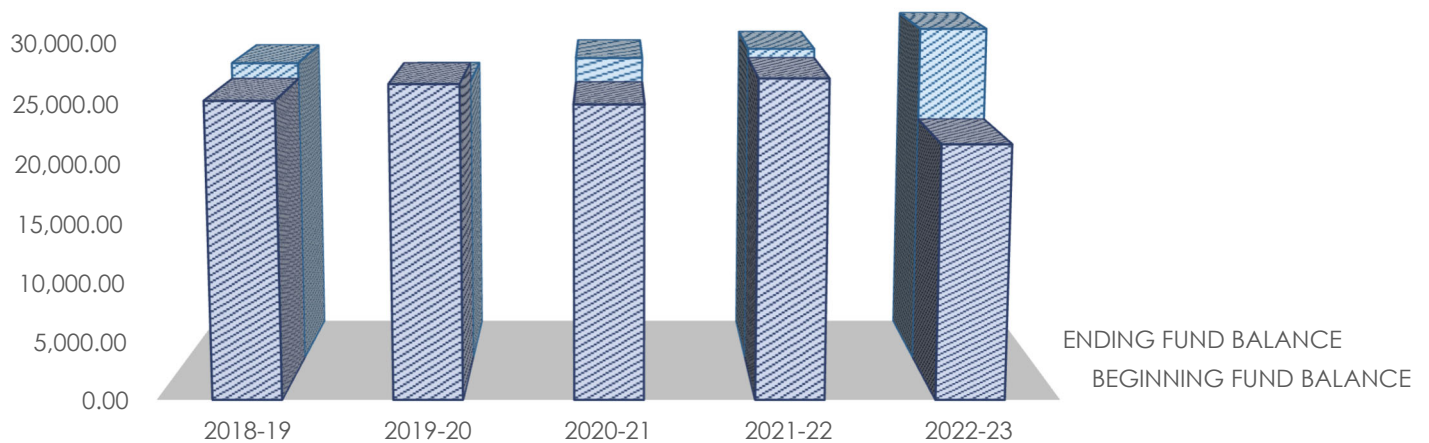
	2018-19	2019-20	2020-21	2021-22	2022-23
■ TOTAL ESTIMATED REVENUES	193,510.59	206,711.49	134,788.24	233,300.00	228,800.00
■ TOTAL APPROPRIATIONS	234,579.80	216,778.01	206,709.40	183,375.00	276,110.00

SALVAGE VEHICLE FUND (213)

	2020-21	2021-22	2021-22	2022-23
	ACTIVITY	AMENDED	ACTIVITY	REQUESTED
Fund 213 - SALVAGE VEHICLE		BUDGET	THRU 02/28/22	BUDGET
TOTAL ESTIMATED REVENUES	15,113.29	20,010.00	11,958.96	20,010.00
TOTAL APPROPRIATIONS	12,972.99	19,200.00	17,401.19	12,000.00
NET OF REVENUES/APPROPRIATIONS - FUND 213	2,140.30	810.00	(5,442.23)	8,010.00
BEGINNING FUND BALANCE	24,923.42	27,063.72	27,063.72	21,621.49
ENDING FUND BALANCE	27,063.72	27,873.72	21,621.49	29,631.49

SALVAGE VEHICLE FUND - 213

■ BEGINNING FUND BALANCE
 ■ ENDING FUND BALANCE



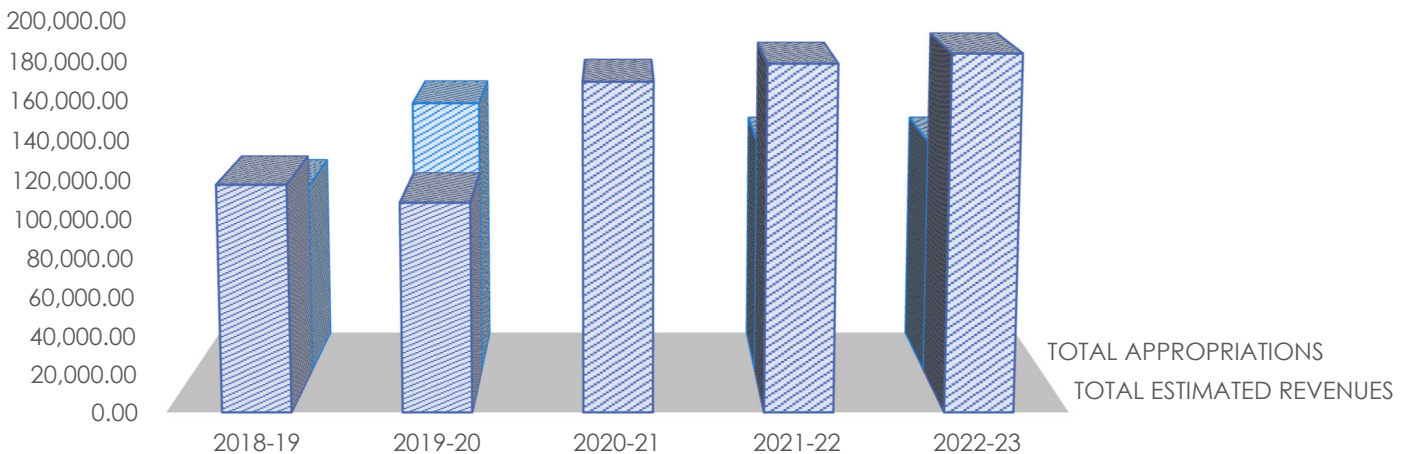
	2018-19	2019-20	2020-21	2021-22	2022-23
■ BEGINNING FUND BALANCE	25,220.10	26,602.48	24,923.42	27,063.72	21,621.49
■ ENDING FUND BALANCE	26,602.48	24,923.42	27,063.72	27,873.72	29,631.49

STREETS FUND (230)

	2020-21	2021-22	2021-22	2022-23
	ACTIVITY	AMENDED	ACTIVITY	REQUESTED
Fund 230 - LOCAL STREETS		BUDGET	THRU 02/28/22	BUDGET
TOTAL ESTIMATED REVENUES	169,003.05	178,050.00	167,115.44	183,070.00
TOTAL APPROPRIATIONS	30,000.00	125,000.00	125,000.00	125,000.00
NET OF REVENUES/APPROPRIATIONS - FUND 230	139,003.05	53,050.00	42,115.44	58,070.00
BEGINNING FUND BALANCE	40,984.29	179,987.34	179,987.34	222,102.78
ENDING FUND BALANCE	179,987.34	233,037.34	222,102.78	280,172.78

LOCAL STREETS -230

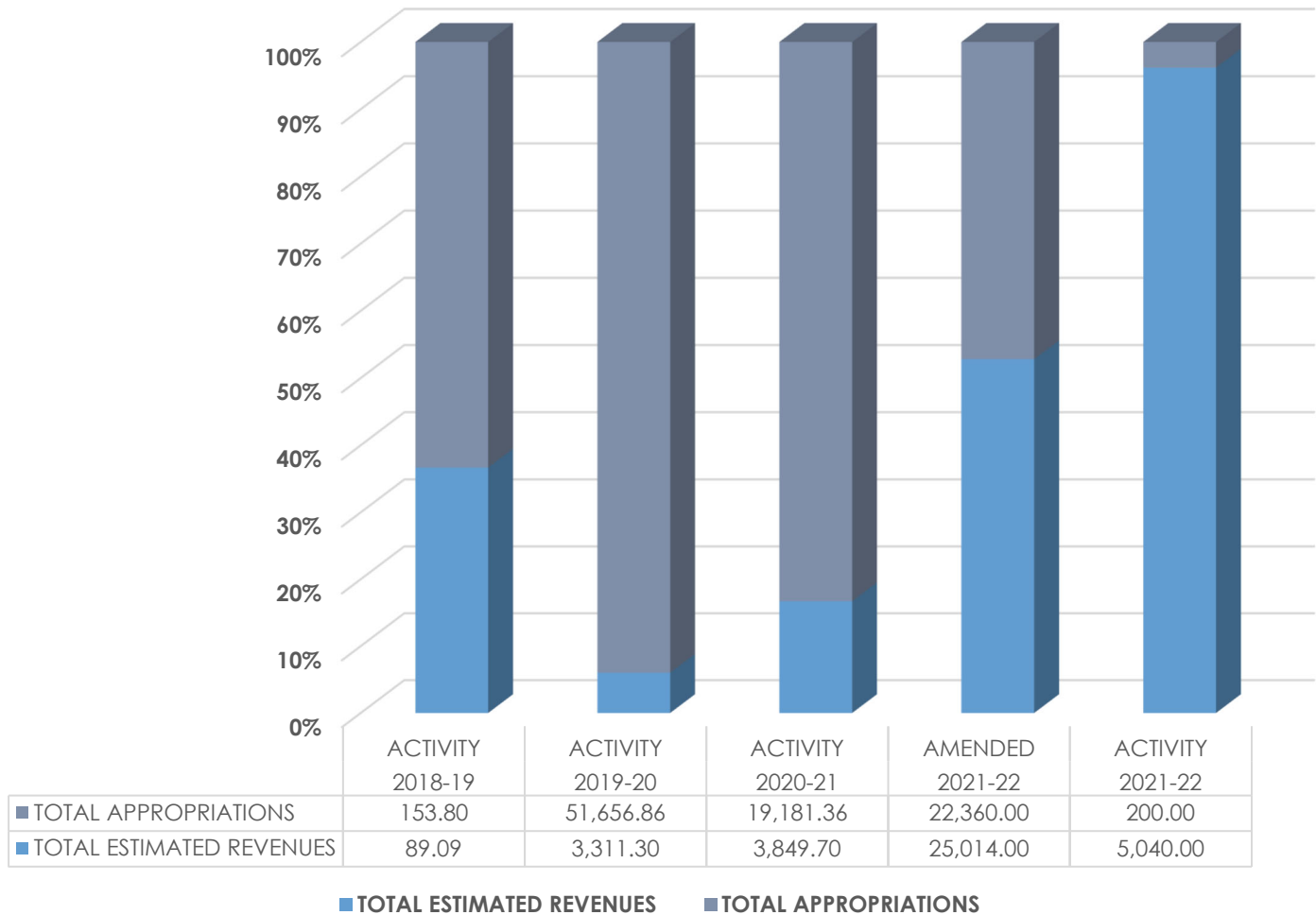
■ TOTAL ESTIMATED REVENUES
 ■ TOTAL APPROPRIATIONS



	2018-19	2019-20	2020-21	2021-22	2022-23
■ TOTAL ESTIMATED REVENUES	117,101.41	108,024.28	169,003.05	178,050.00	183,070.00
■ TOTAL APPROPRIATIONS	100,550.00	145,740.00	30,000.00	125,000.00	125,000.00

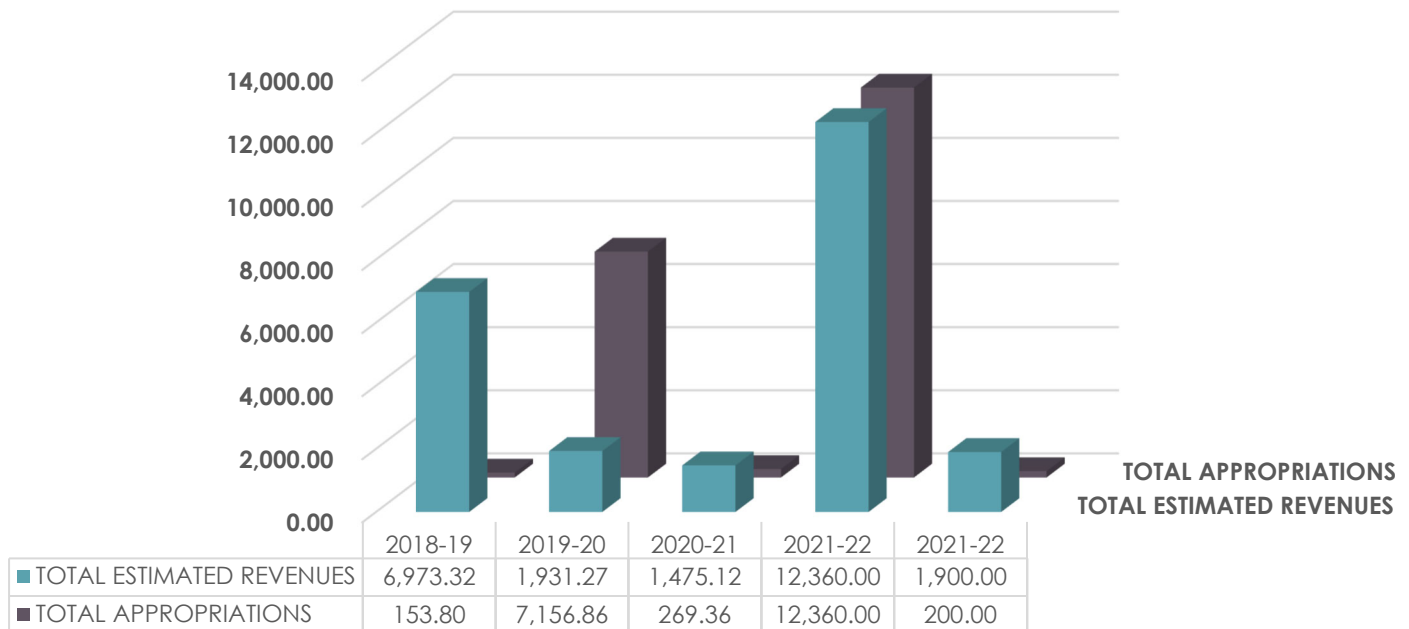
BUSINESS LOAN FUND (244)

	2020-21	2021-22	2021-22	2022-23
	ACTIVITY	AMENDED	ACTIVITY	REQUESTED
Fund 244 - BUSINESS LOAN FUND		BUDGET	THRU 02/28/22	BUDGET
TOTAL ESTIMATED REVENUES	3,849.70	25,014.00	4,442.47	5,040.00
TOTAL APPROPRIATIONS	19,181.36	22,360.00	220.21	200.00
NET OF REVENUES/APPROPRIATIONS - FUND 244	(15,331.66)	2,654.00	4,222.26	4,840.00
BEGINNING FUND BALANCE	140,218.79	140,084.62	140,084.62	144,306.88
FUND BALANCE ADJUSTMENTS	15,197.49			
ENDING FUND BALANCE	140,084.62	142,738.62	144,306.88	149,146.88

Business Loan Fund - 244

HOME REHAB LOAN FUND (245)

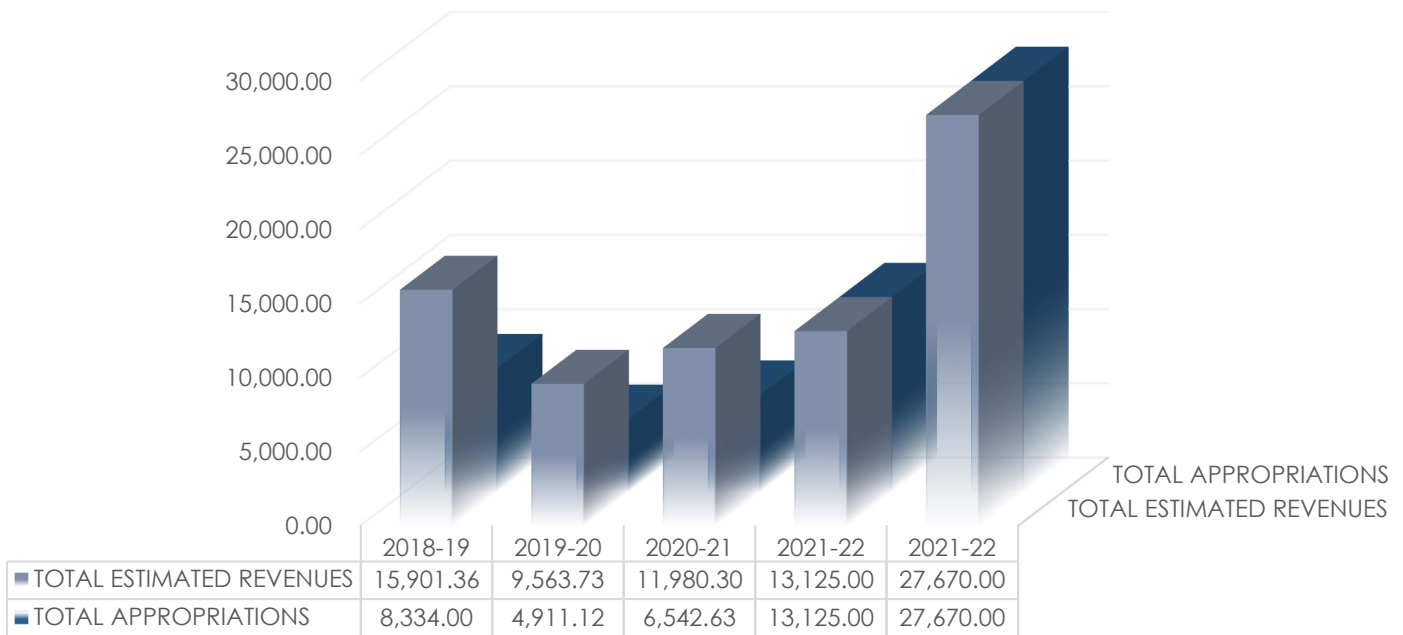
	2020-21	2021-22	2021-22	2022-23
	ACTIVITY	AMENDED	ACTIVITY	REQUESTED
Fund 245 - RESIDENTIAL LOAN FUND		BUDGET	THRU 02/28/22	BUDGET
TOTAL ESTIMATED REVENUES	1,475.12	12,360.00	1,328.21	1,900.00
TOTAL APPROPRIATIONS	269.36	12,360.00	220.21	200.00
NET OF REVENUES/APPROPRIATIONS - FUND 245	1,205.76		1,108.00	1,700.00
BEGINNING FUND BALANCE	112,160.12	113,365.88	113,365.88	114,473.88
ENDING FUND BALANCE	113,365.88	113,365.88	114,473.88	116,173.88

Residential Loan Fund -245

■ TOTAL ESTIMATED REVENUES ■ TOTAL APPROPRIATIONS

DDA FUND (248)

	2020-21	2021-22	2021-22	2022-23
	ACTIVITY	AMENDED	ACTIVITY	REQUESTED
Fund 248 - DDA FUND		BUDGET	THRU 02/28/22	BUDGET
TOTAL ESTIMATED REVENUES	11,980.30	13,125.00	18,850.40	27,670.00
TOTAL APPROPRIATIONS	6,542.63	13,125.00	8,545.00	27,670.00
NET OF REVENUES/APPROPRIATIONS - FUND 248	5,437.67		10,305.40	
BEGINNING FUND BALANCE	100,439.34	105,877.01	105,877.01	116,182.41
FUND BALANCE ADJUSTMENTS				
ENDING FUND BALANCE	105,877.01	105,877.01	116,182.41	116,182.41

DDA FUND - 248

➤ **Sewer, Water, and Garbage Collection Funds**

- These are Enterprise Funds, which means that they, essentially, function as a business unit inside of the Village. These funds are much less restrictive than the Governmental Funds. These are paid through rates and possible grants for water and sewer improvements.

483-ADMINISTRATION

528-WASTE AND RUBBISH DISPOSAL

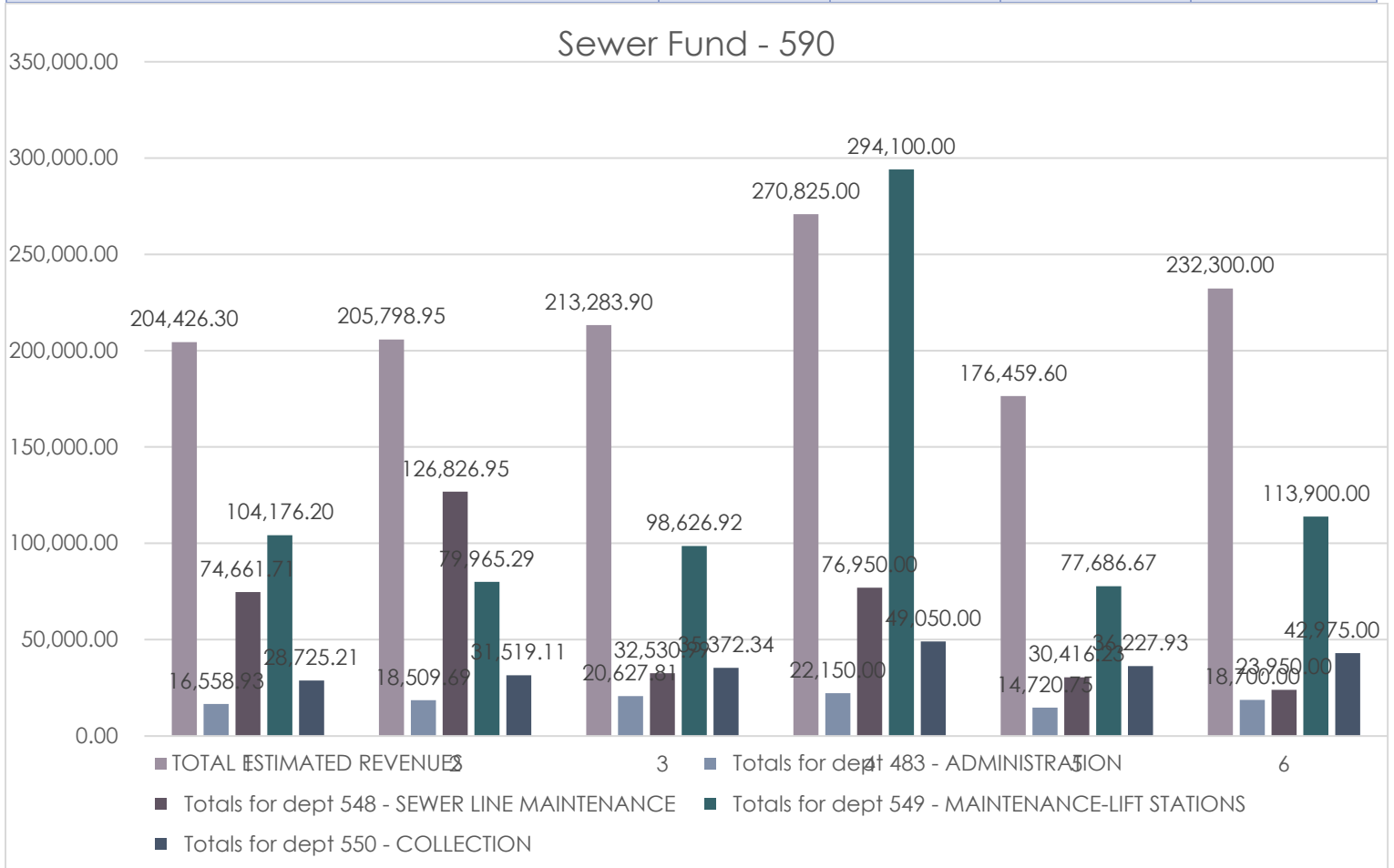
550-COLLECTION

552-DISTRIBUTION

553-WELLS/TOWER

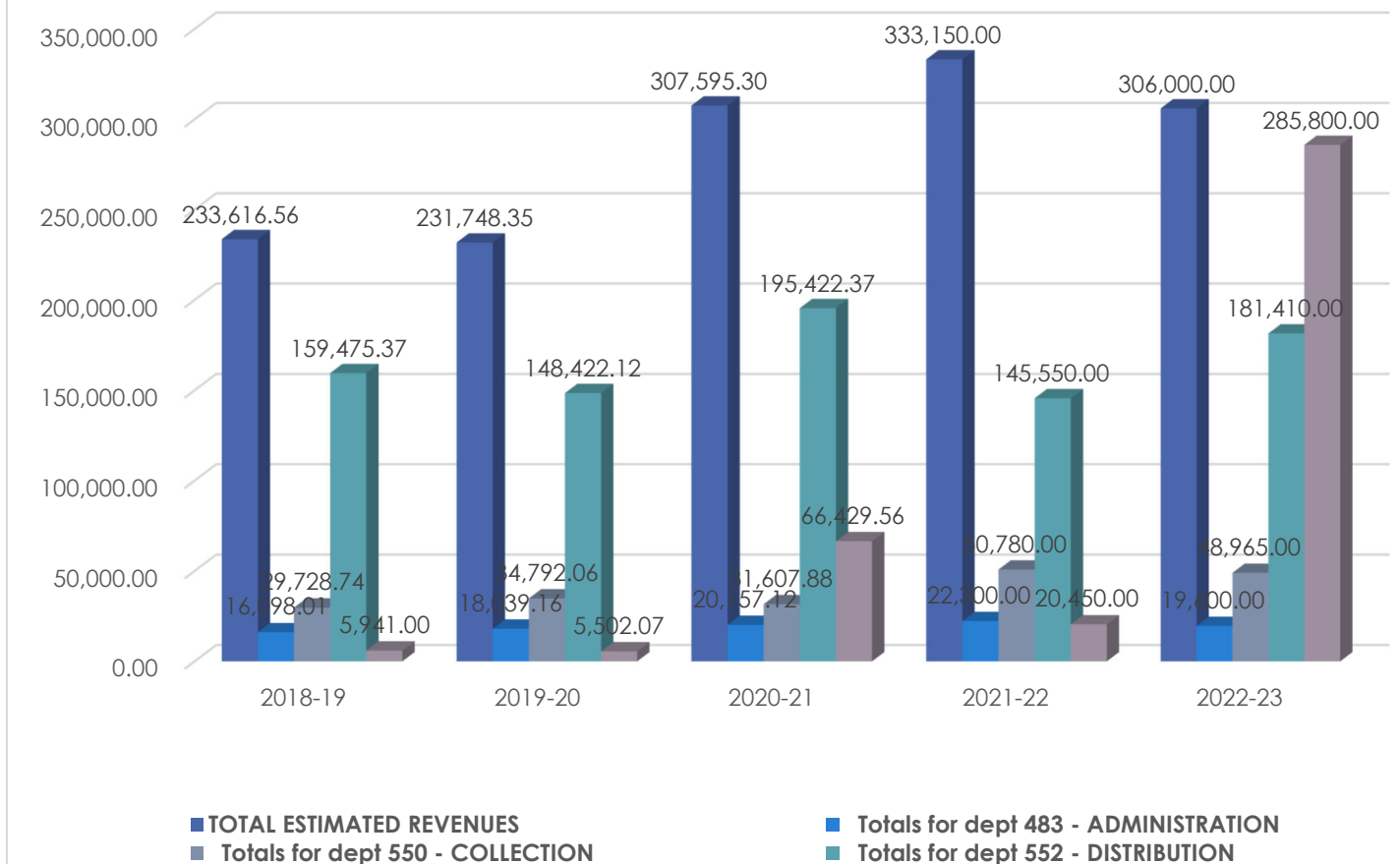
SEWER FUND (590)

	2020-21	2021-22	2021-22	2022-23
	ACTIVITY	AMENDED	ACTIVITY	REQUESTED
Fund 590 - SEWER FUND		BUDGET	THRU 02/28/22	BUDGET
TOTAL ESTIMATED REVENUES	213,283.90	270,825.00	176,459.60	232,300.00
Totals for dept 483 - ADMINISTRATION	20,627.81	22,150.00	14,720.75	18,700.00
Totals for dept 548 - SEWER LINE MAINTENANCE	32,530.99	76,950.00	30,416.23	23,950.00
Totals for dept 549 - MAINTENANCE-LIFT STATIONS	98,626.92	294,100.00	77,686.67	113,900.00
Totals for dept 550 - COLLECTION	35,372.34	49,050.00	36,227.93	42,975.00
TOTAL APPROPRIATIONS	187,158.06	442,250.00	159,051.58	199,525.00
NET OF REVENUES/APPROPRIATIONS - FUND 590	26,125.84	(171,425.00)	17,408.02	32,775.00
BEGINNING FUND BALANCE	2,065,056.58	2,091,181.42	2,091,181.42	2,108,589.44
FUND BALANCE ADJUSTMENTS	(1.00)			
ENDING FUND BALANCE	2,091,181.42	1,919,756.42	2,108,589.44	2,141,364.44



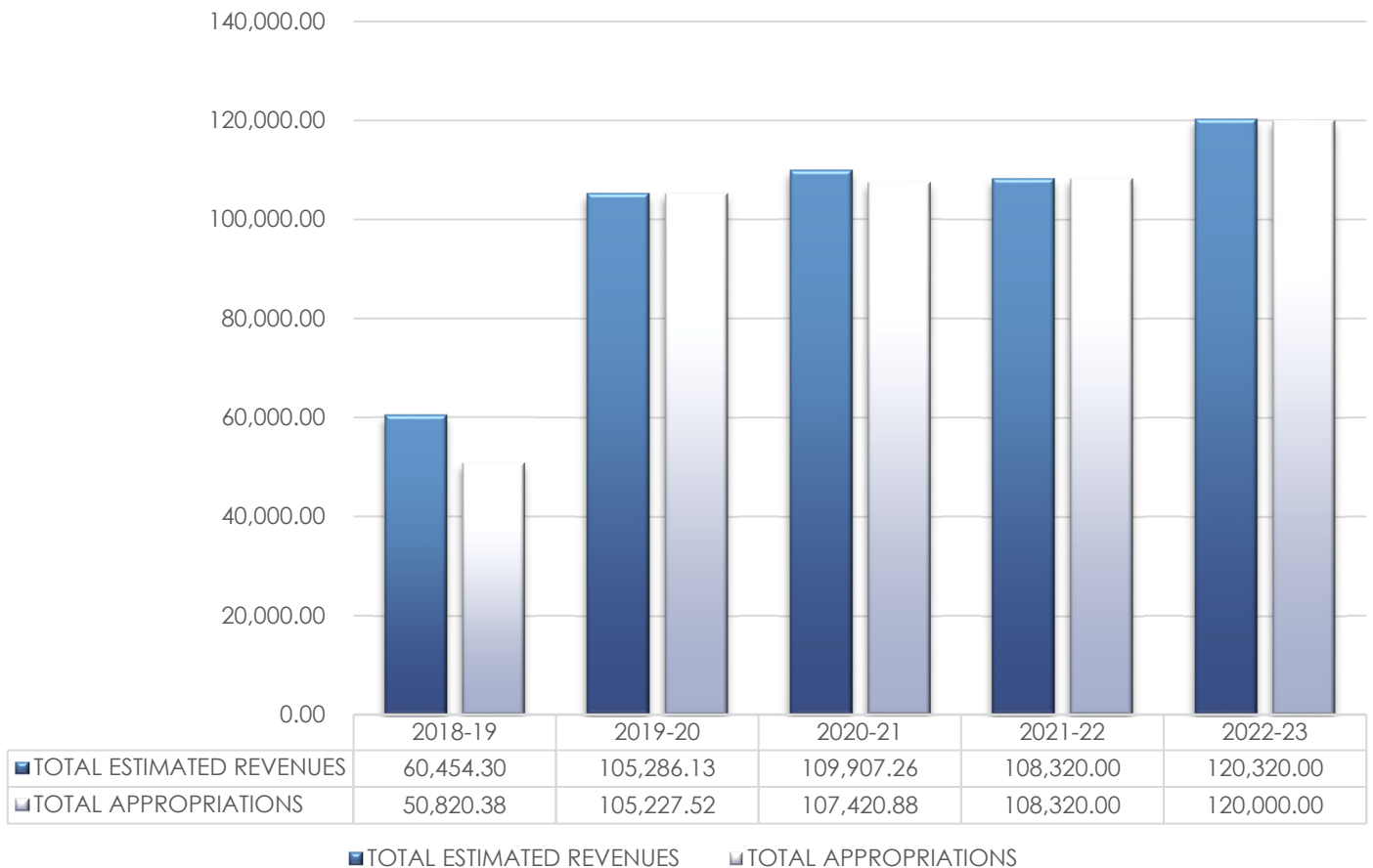
WATER FUND (591)

	2020-21	2021-22	2021-22	2022-23
	ACTIVITY	AMENDED	ACTIVITY	REQUESTED
Fund 591 - WATER FUND		BUDGET	THRU 02/28/22	BUDGET
TOTAL ESTIMATED REVENUES	307,595.30	333,150.00	240,778.06	306,000.00
Totals for dept 483 - ADMINISTRATION	20,157.12	22,300.00	14,300.69	19,600.00
Totals for dept 550 - COLLECTION	31,607.88	50,780.00	33,719.83	48,965.00
Totals for dept 552 - DISTRIBUTION	195,422.37	145,550.00	112,372.75	181,410.00
Totals for dept 553 - WELLS/TOWER	66,429.56	20,450.00	35,326.41	285,800.00
TOTAL APPROPRIATIONS	326,126.00	251,080.00	201,730.60	547,775.00
NET OF REVENUES/APPROPRIATIONS - FUND 591	(18,530.70)	82,070.00	39,047.46	(241,775.00)
BEGINNING FUND BALANCE	1,402,761.02	1,386,999.32	1,386,999.32	1,426,046.78
FUND BALANCE ADJUSTMENTS	2,769.00			
ENDING FUND BALANCE	1,386,999.32	1,469,069.32	1,426,046.78	1,184,271.78

Water Fund - 591

GARBAGE COLLECTION FUND (596)

	2020-21	2021-22	2021-22	2022-23
	ACTIVITY	AMENDED	ACTIVITY	REQUESTED
Fund 596 - GARBAGE FUND		BUDGET	THRU 02/28/22	BUDGET
TOTAL ESTIMATED REVENUES	109,907.26	108,320.00	86,985.07	120,320.00
Totals for dept 290 - CONTINGENCY		320.00		
Totals for dept 528 - RUBBISH COLLECTION/DISPOSAL	107,420.88	108,000.00	84,409.59	120,000.00
TOTAL APPROPRIATIONS	107,420.88	108,320.00	84,409.59	120,000.00
NET OF REVENUES/APPROPRIATIONS - FUND 596	2,486.38		2,575.48	320.00
BEGINNING FUND BALANCE	9,692.53	12,178.91	12,178.91	14,754.39
ENDING FUND BALANCE	12,178.91	12,178.91	14,754.39	15,074.39

Garbage Fund - 596

➤ **Motor Pool Fund**

- This is an internal fund that has been created to better document equipment usage for the Village of Decatur. Any time a piece of equipment is used on the job, money is put into the account. When it comes time to replace a piece of equipment, it is paid for out of this account.

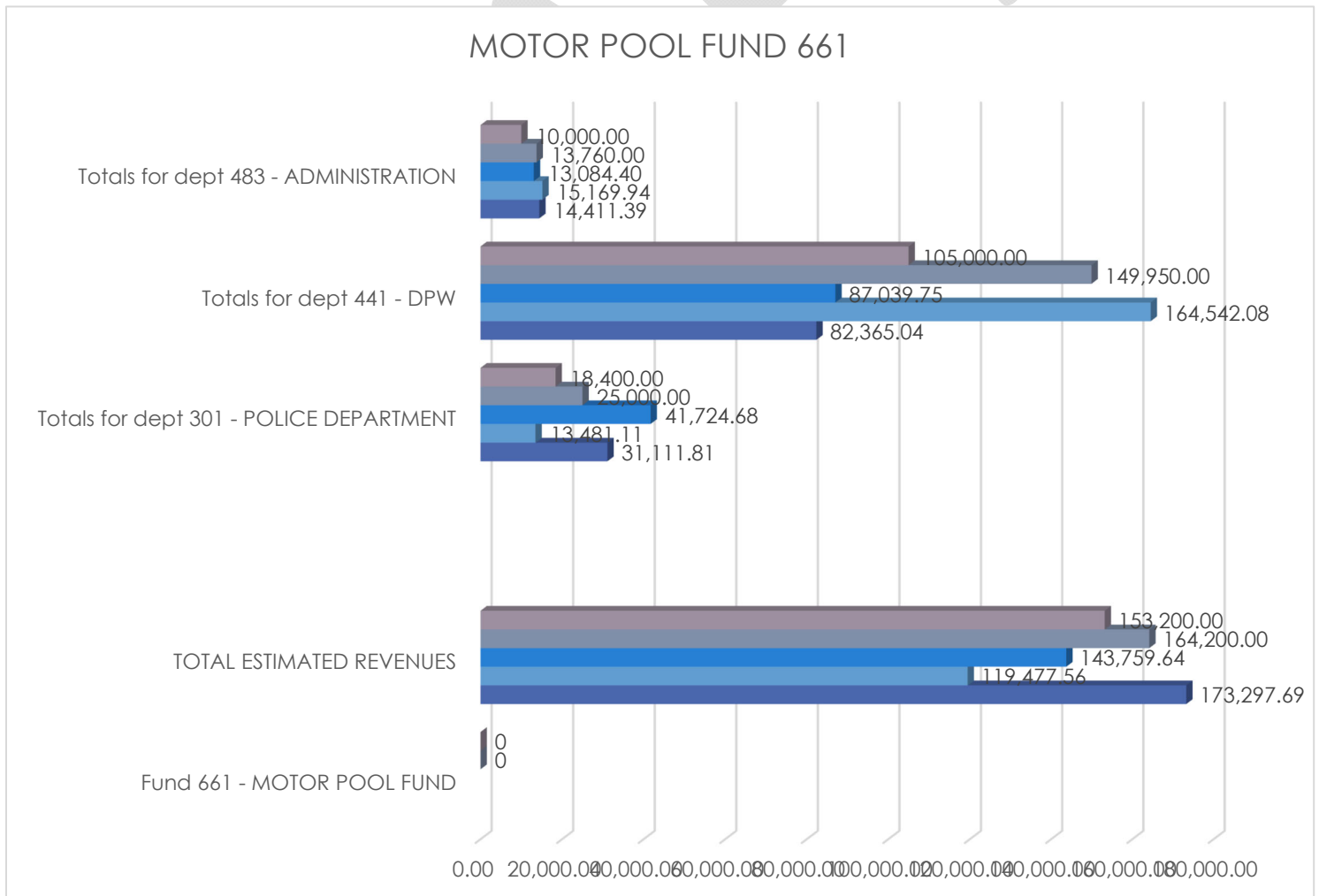
301-POLICE DEPARTMENT

441-DPW

483-ADMINISTRATION

MOTOR POOL FUND (661)

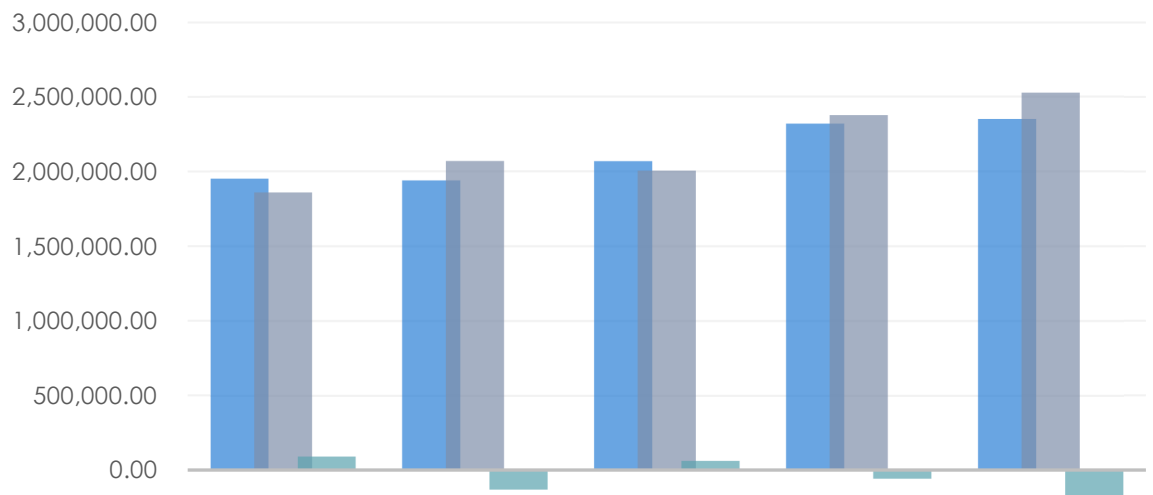
	2020-21	2021-22	2021-22	2022-23
	ACTIVITY	AMENDED	ACTIVITY	REQUESTED
Fund 661 - MOTOR POOL FUND		BUDGET	THRU 02/28/22	BUDGET
TOTAL ESTIMATED REVENUES	143,759.64	164,200.00	124,566.89	153,200.00
Totals for dept 301 - POLICE DEPARTMENT	41,724.68	25,000.00	14,147.49	18,400.00
Totals for dept 441 - DPW	87,039.75	149,950.00	158,977.96	105,000.00
Totals for dept 483 - ADMINISTRATION	13,084.40	13,760.00	11,540.77	10,000.00
TOTAL APPROPRIATIONS	141,848.83	188,710.00	184,666.22	133,400.00
NET OF REVENUES/APPROPRIATIONS - FUND 661	1,910.81	(24,510.00)	(60,099.33)	19,800.00
BEGINNING FUND BALANCE	831,924.38	868,191.19	868,191.19	808,091.86
FUND BALANCE ADJUSTMENTS	34,356.00			
ENDING FUND BALANCE	868,191.19	843,681.19	808,091.86	827,891.86

MOTOR POOL FUND 661

SUMMARY OF ALL FUNDS

	2020-21	2021-22	2021-22	2022-23
	ACTIVITY	AMENDED	ACTIVITY	REQUESTED
TOTAL ALL FUNDS		BUDGET	THRU 02/28/22	BUDGET
ESTIMATED REVENUES - ALL FUNDS	2,065,529.49	2,317,089.00	2,026,677.58	2,349,272.00
APPROPRIATIONS - ALL FUNDS	2,002,998.83	2,373,891.00	1,587,600.84	2,526,447.00
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS	62,530.66	(56,802.00)	439,076.74	(177,175.00)
BEGINNING FUND BALANCE - ALL FUNDS	6,117,237.79	6,232,089.94	6,232,089.94	6,671,166.68
FUND BALANCE ADJUSTMENTS - ALL FUNDS	52,321.49			
ENDING FUND BALANCE - ALL FUNDS	6,232,089.94	6,175,287.94	6,671,166.68	6,493,991.68

Total Fund Balance - Summary



	ACTIVITY 2018-19	ACTIVITY 2019-20	ACTIVITY 2020-21	BUDGET AMENDED 2021-22	BUDGET REQUESTED 2022-23
ESTIMATED REVENUES - ALL FUNDS	1,949,396.62	1,937,423.93	2,065,529.49	2,317,089.00	2,349,272.00
APPROPRIATIONS - ALL FUNDS	1,856,319.46	2,066,848.02	2,002,998.83	2,373,891.00	2,526,447.00
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS	93,077.16	(129,424.09)	62,530.66	(56,802.00)	(177,175.00)

■ ESTIMATED REVENUES - ALL FUNDS
 ■ APPROPRIATIONS - ALL FUNDS
 ■ NET OF REVENUES/APPROPRIATIONS - ALL FUNDS

2022-23 Proposed Capital Improvement Projects

The Village of Decatur has multiple projects forecasted in the FY 23 Budget. The table below provides a list of these projects, estimated costs, and the funding source(s). A small, detailed description of each project appears after the table.

Project	Estimated Cost	Fund
Water Tapping Machine	\$6,000.00	WF
Clean Interior of Water Tower	\$15,000.00	WF
Miscellaneous Manhole Repairs	\$7,000.00	SF
Sewer Spot Repairs	\$32,000.00	SF
Mason-Champion-South-Maple Street	\$160,000.00	LRF, MRF
Prairie Ronde Street – Project	\$69,000.00	LRF, MRF
S. George Street – Project	\$396,000.00	LRF, MRF, WF
Facility Study – Village Hall & DPW	\$10,925.00	GF
Closed Circuit Television of Storm Sewer	\$20,000.00	LRF, MRF
Classification & Compensation Study	\$3,500.00	GF, SF, WF
Rebuild Well House #3	\$50,000.00	WF
New Leaf Vacuum Equipment	\$60,000.00	MP
Camera System – Village Hall & Parks	\$20,000.00	GF
Backup Power System – Village Hall & DPW	\$17,000.00	GF, MP, WF, SF
Sidewalk Repair & Replacement Program	\$10,000.00	GF
Brush-Leaf-Yard Waste removal (Sewer Plant)	\$10,000.00	GF, SF

2022-23 PROPOSED BUDGET

Below you will find the Fund and Department Totals for the Village of Decatur's FY 2023 Budget. These totals cannot be increased without formal approval by Village Council throughout the fiscal year.

		2022-23
		REQUESTED
GL NUMBER	DESCRIPTION	BUDGET
ESTIMATED REVENUES		
Dept 000		
101-000-402.000	REAL ESTATE TAXES	360,000.00
101-000-410.000	PERSONAL PROPERTY TAX	98,000.00
101-000-411.000	DELINQUENT TAX	26,147.00
101-000-412.000	DELINQUENT ADMIN FEE	500.00
101-000-445.000	REAL ESTATE TAX INTEREST	4,000.00
101-000-447.000	ADMIN. FEE TREASURER	6,250.00
101-000-470.000	LIQUOR LICENSE	2,050.00
101-000-476.000	BUILDING PERMIT FEES	3,000.00
101-000-478.000	RENTAL INSPECTION FEE	3,000.00
101-000-480.000	MARIHUANA LICENSE FEES	25,000.00
101-000-481.000	ZONING LICENSES & PERMITS	500.00
101-000-488.000	SELLING PERMITS	100.00
101-000-490.000	FENCE PERMITS	100.00
101-000-565.000	METRO ACT	9,700.00
101-000-570.000	POLICE TRAINING-STATE	650.00
101-000-574.000	STATE REVENUE SHARING	204,000.00
101-000-606.000	PARKING FEES/FINES	800.00
101-000-606.100	COST OF PROSECUTION	
101-000-606.200	PBT TESTS	
101-000-607.000	POLICE REPORTS	200.00
101-000-641.000	SWIMMING LESSONS	
101-000-664.100	INTEREST CHECKING	600.00
101-000-664.200	INTEREST EARNED	1,500.00
101-000-668.000	COMM. TOWER LEASE	1,200.00
101-000-669.000	CABLE TV FEES	14,000.00
101-000-671.000	OTHER REVENUE	20,000.00
101-000-679.248	ADMIN TRANSFER DDA	4,500.00
101-000-679.610	ADMIN TRANSFER-MOTOR POOL	7,660.00
101-000-680.000	CROSSING GUARDS-SCHOOL	9,000.00

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

Totals for dept 000 -		802,457.00
TOTAL ESTIMATED REVENUES		802,457.00
APPROPRIATIONS		
Dept 101 - VILLAGE COUNCIL		
101-101-703.000	COUNCIL SALARY	9,900.00
101-101-715.000	FICA/MEDICARE	760.00
101-101-717.000	WORKMAN'S COMP.	100.00
101-101-728.000	COUNCIL SUPPLIES	500.00
101-101-807.000	AUDIT	2,500.00
101-101-822.000	CONTRACTUAL SERVICES	2,500.00
101-101-901.000	PRINTING/PUBLISHING	500.00
101-101-936.000	TECH SERVICES	3,500.00
101-101-958.000	DUES/MEMBERSHIPS	2,000.00
101-101-959.000	MISCELLANEOUS	
101-101-963.000	MULTI-PERIL INSURANCE	
Totals for dept 101 - VILLAGE COUNCIL		22,260.00
Dept 137 - MUNICIPAL ATTORNEY		
101-137-826.000	ATTORNEY FEES	8,500.00
101-137-826.100	ATTORNEY EXPENSES	
Totals for dept 137 - MUNICIPAL ATTORNEY		8,500.00
Dept 172 - VILLAGE MANAGER		
101-172-703.000	SALARY-MANAGER	24,000.00
101-172-703.020	HOLIDAY PAY	2,275.00
101-172-703.030	VACATION PAY	4,200.00
101-172-703.040	SICK/PERSONAL	3,000.00
101-172-715.000	FICA/MEDICARE	3,400.00
101-172-716.000	UNEMPLOYMENT COMPENSATION	20.00
101-172-717.000	WORKMAN'S COMPENSATION	175.00
101-172-718.000	PENSION	4,000.00
101-172-719.000	HEALTH INSURANCE	9,400.00
101-172-719.500	DISABILITY INSURANCE	700.00
101-172-720.000	LIFE INSURANCE	115.00
101-172-721.000	TUITION REIMBURSEMENT	7,500.00
101-172-722.000	VISION REIMBURSEMENT	
101-172-728.000	SUPPLIES	2,000.00
101-172-730.000	POSTAGE	20.00
101-172-853.000	TELEPHONE	1,000.00
101-172-853.020	CELL PHONE	

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

101-172-864.000	CONFERENCES/WORKSHOPS	1,250.00
101-172-901.000	PRINTING	100.00
101-172-936.000	TECH SERVICES	3,500.00
101-172-958.000	DUES/MEMBERSHIPS	500.00
101-172-959.000	MISCELLANEOUS	
101-172-981.000	CAPITAL OUTLAY	
Totals for dept 172 - VILLAGE MANAGER		67,155.00
Dept 215 - VILLAGE CLERK		
101-215-703.000	SALARY-ADMIN. CLERK	9,500.00
101-215-703.020	HOLIDAY PAY	
101-215-703.030	VACATION PAY	
101-215-703.040	SICK/PERSONAL	
101-215-715.000	FICA/MEDICARE	1,250.00
101-215-716.000	UNEMPLOYMENT COMPENSATION	15.00
101-215-717.000	WORKERS COMP. FUND.	120.00
101-215-718.000	PENSION-ADMIN. CLERK	
101-215-719.000	HEALTH INSURANCE	
101-215-719.500	DISABILITY INSURANCE	350.00
101-215-720.000	LIFE INSURANCE	100.00
101-215-721.000	TUITION REIMBURSEMENT	
101-215-722.000	VISION REIMBURSEMENT	
101-215-728.000	SUPPLIES	1,800.00
101-215-730.000	POSTAGE	100.00
101-215-830.000	BANK SERVICE CHGS	240.00
101-215-853.000	TELEPHONE	1,080.00
101-215-864.000	CONFERENCES/WORKSHOPS	1,000.00
101-215-901.000	PRINTING	1,500.00
101-215-936.000	TECH SERVICES	6,000.00
101-215-958.000	DUES/MEMBERSHIPS	100.00
101-215-959.000	MISCELLANEOUS	
101-215-981.000	CAPITAL OUTLAY	
Totals for dept 215 - VILLAGE CLERK		23,155.00
Dept 253 - VILLAGE TREASURER		
101-253-703.000	SALARY-TREASURER	3,800.00
101-253-715.000	FICA/MEDICARE	280.00
101-253-717.000	WORKMAN'S COMP.	60.00
101-253-718.000	PENSION	
101-253-719.000	HEALTH INSURANCE	
101-253-728.000	SUPPLIES	150.00

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

101-253-730.000	POSTAGE	400.00
101-253-807.000	AUDIT	3,000.00
101-253-901.000	PRINTING	
101-253-936.000	TECH SERVICES	1,200.00
101-253-959.000	MISCELLANEOUS	
Totals for dept 253 - VILLAGE TREASURER		8,890.00
Dept 262 - ELECTIONS		
101-262-805.000	ELECTION SERVICES	
Totals for dept 262 - ELECTIONS		
Dept 265 - VILLAGE HALL		
101-265-776.000	SUPPLIES	2,000.00
101-265-822.000	CONTRACTUAL SERVICES	540.00
101-265-921.000	ELECTRIC	6,000.00
101-265-923.000	HEAT	2,500.00
101-265-931.000	REPAIRS & MAINTENANCE	12,000.00
101-265-959.000	MISCELLANEOUS	100.00
101-265-981.000	CAPITAL OUTLAY	
Totals for dept 265 - VILLAGE HALL		23,140.00
Dept 301 - POLICE DEPARTMENT		
101-301-703.000	POLICE SALARY	283,000.00
101-301-703.010	OVERTIME PAY	
101-301-703.020	HOLIDAY PAY	8,700.00
101-301-703.030	VACATION PAY	12,000.00
101-301-703.040	SICK/PERSONAL	7,000.00
101-301-703.050	PART TIME SALARIES	15,000.00
101-301-715.000	FICA/MEDICARE	22,000.00
101-301-716.000	UNEMPLOYMENT INSURANCE	100.00
101-301-717.000	WORKMAN'S COMP	7,000.00
101-301-718.000	PENSION	22,000.00
101-301-719.000	HEALTH INSURANCE	49,000.00
101-301-719.500	DISABILITY INSURANCE	2,300.00
101-301-720.000	LIFE INSURANCE	500.00
101-301-722.000	VISION REIMBURSEMENT	750.00
101-301-728.000	SUPPLIES	4,750.00
101-301-730.000	POSTAGE	200.00
101-301-756.000	MISCELLANEOUS	
101-301-768.000	UNIFORMS/BOOTS/ETC	3,000.00
101-301-768.100	UNIFORM CLEANING	1,000.00

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

101-301-853.000	TELEPHONE	1,600.00
101-301-853.020	CELL PHONE	1,500.00
101-301-853.030	RADIOS	762.00
101-301-865.000	MILEAGE/TRAVEL EXP	
101-301-865.500	VEH INSP MILEAGE/EXPENSES	
101-301-901.000	PRINTING	200.00
101-301-936.000	TECH SERVICES	6,500.00
101-301-937.000	LEIN SERVICE	500.00
101-301-955.000	TRAINING FUNDS-STATE	1,200.00
101-301-956.000	TRAINING FUNDS-VILLAGE	4,000.00
101-301-958.000	DUES/MEMBERSHIPS	250.00
101-301-963.000	LIABILITY INSURANCE	600.00
101-301-965.000	EQUIPMENT PURCHASE	
101-301-981.000	CAPITAL OUTLAY	14,000.00
101-301-999.610	PD EQUIP RENTAL TO MOTOR POOL	10,000.00
Totals for dept 301 - POLICE DEPARTMENT		479,412.00
Dept 302 - CROSSING GUARDS		
101-302-703.050	SALARIES PART-TIME	7,500.00
101-302-715.000	FICA/MEDICARE	600.00
101-302-716.000	UNEMPLOYMENT COMPENSATION	10.00
101-302-717.000	WORKMAN'S COMP	300.00
101-302-959.000	MISCELLANEOUS	
Totals for dept 302 - CROSSING GUARDS		8,410.00
Dept 371 - BUILDING INSPECTOR		
101-371-802.000	CODE ENFORCE/CONTRACTUAL	2,000.00
101-371-822.000	BUILDING INSPECTOR FEES	6,000.00
Totals for dept 371 - BUILDING INSPECTOR		8,000.00
Dept 441 - DPW		
101-441-703.000	SALARIES	41,000.00
101-441-703.010	OVERTIME PAY	1,500.00
101-441-703.020	HOLIDAY PAY	
101-441-703.030	VACATION PAY	
101-441-703.040	SICK/PERSONAL	
101-441-715.000	FICA/MEDICARE	200.00
101-441-716.000	UNEMPLOYMENT INSURANCE	100.00
101-441-717.000	WORKMAN'S COMP	2,600.00
101-441-718.000	PENSION	100.00
101-441-719.000	HEALTH INSURANCE	400.00

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

101-441-768.000	UNIFORMS/BOOTS/ETC	
101-441-776.000	SUPPLIES	4,500.00
101-441-801.000	PROFESSIONAL/CONTRACT SERVICES	1,000.00
101-441-836.000	CDL EXPENSES	1,000.00
101-441-853.000	TELEPHONE	1,500.00
101-441-921.000	ELECTRIC	3,000.00
101-441-923.000	HEAT	3,000.00
101-441-926.000	STREETLIGHTS	14,500.00
101-441-931.000	BUILDING REPAIRS & MAINT.	3,000.00
101-441-934.000	CONTRACTUAL SERVICES	10,000.00
101-441-943.000	PW EQUIPMENT RENTALGENERAL FUN	13,000.00
101-441-959.000	MISCELLANEOUS	
101-441-963.000	MULTI-PERIL INSURANCE	600.00
101-441-965.000	EQUIPMENT PURCHASE	
101-441-981.000	CAPITAL OUTLAY	
Totals for dept 441 - DPW		101,000.00
Dept 444 - SIDEWALKS		
101-444-703.000	SALARIES	
101-444-715.000	FICA/MEDICARE	
101-444-781.000	SIDEWALK MATERIALS	
Totals for dept 444 - SIDEWALKS		
Dept 751 - PARKS AND RECREATION		
101-751-703.000	SALARIES-LEISURE SERVICES	19,000.00
101-751-703.010	OVERTIME	400.00
101-751-703.050	SALARIES-LIFEGUARDS	
101-751-715.000	FICA/MEDICARE	
101-751-717.000	WORKMAN'S COMP.	400.00
101-751-756.000	SUPPLIES & MAINTENANCE	10,000.00
101-751-901.000	PRINTING/PUBLISHING	400.00
101-751-921.000	ELECTRIC	1,000.00
101-751-930.000	REPAIRS	2,500.00
101-751-931.000	CONTRACTUAL	4,185.00
101-751-943.000	EQUIP.RENTAL TRANSFER	13,600.00
101-751-958.010	LIFEGUARD CERTIFICATIONS	
101-751-963.000	MULTI-PERIL INSURANCE	1,050.00
101-751-981.000	CAPITAL OUTLAY	
101-751-985.000	COMMUNITY PROJECTS	
Totals for dept 751 - PARKS AND RECREATION		52,535.00

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

TOTAL APPROPRIATIONS		802,457.00
NET OF REVENUES/APPROPRIATIONS - FUND 101		
BEGINNING FUND BALANCE		682,943.17
FUND BALANCE ADJUSTMENTS		
ENDING FUND BALANCE		682,943.17
Fund 202 - MAJOR ROADS		
ESTIMATED REVENUES		
Dept 000		
202-000-546.000	STATE OF MICHIGAN	175,000.00
202-000-556.000	OTHER STATE GRANT	
202-000-664.100	INTEREST ON INVESTMENT	2,500.00
202-000-679.230	TRANSFER FROM STREETS	
Totals for dept 000 -		177,500.00
TOTAL ESTIMATED REVENUES		177,500.00
APPROPRIATIONS		
Dept 290 - CONTINGENCY		
202-290-969.000	CONTINGENCY	
Totals for dept 290 - CONTINGENCY		
Dept 463 - MAINTENANCE		
202-463-703.000	SALARIES-MAINTENANCE	5,400.00
202-463-703.010	OVERTIME PAY	100.00
202-463-715.000	SOCIAL SECURITY	500.00
202-463-717.000	WORKMAN'S COMP.	1,100.00
202-463-782.000	MATERIALS	3,500.00
202-463-812.000	ENGINEERING	62,200.00
202-463-864.000	CONFERENCES/WORKSHOPS	
202-463-943.000	EQUIPMENT RENTAL	9,850.00
202-463-963.000	LIABILITY	800.00
202-463-981.000	CAPITAL OUTLAY	169,000.00
Totals for dept 463 - MAINTENANCE		252,450.00
Dept 474 - TRAFFIC		
202-474-703.000	SALARIES-TRAFFIC SERVICES	
202-474-715.000	SOCIAL SECURITY	
202-474-822.000	CONTRACTUAL	
202-474-940.000	LEASE/RENTAL	

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

202-474-943.000	EQUIPMENT RENTAL	
Totals for dept 474 - TRAFFIC		
Dept 479 - ICE/SNOW		
202-479-703.000	SALARIES-SNOW & ICE REMOVAL	5,000.00
202-479-703.010	OVERTIME PAY	1,500.00
202-479-715.000	SOCIAL SECURITY	100.00
202-479-782.000	MATERIALS	5,700.00
202-479-943.000	EQUIPMENT RENTAL	7,500.00
Totals for dept 479 - ICE/SNOW		19,800.00
Dept 483 - ADMINISTRATION		
202-483-703.172	MANAGER SALARY	6,000.00
202-483-703.215	CLERK SALARY	1,500.00
202-483-715.000	SOCIAL SECURITY	360.00
202-483-718.000	PENSION	
202-483-719.000	HEALTH INSURANCE	
202-483-807.000	AUDIT	2,000.00
Totals for dept 483 - ADMINISTRATION		9,860.00
TOTAL APPROPRIATIONS		282,110.00
NET OF REVENUES/APPROPRIATIONS - FUND 202		(104,610.00)
BEGINNING FUND BALANCE		713,410.20
ENDING FUND BALANCE		608,800.20
Fund 203 - LOCAL ROADS		
ESTIMATED REVENUES		
Dept 000		
203-000-403.500	COUNTY ROAD MILLAGE	26,000.00
203-000-546.000	STATE OF MICHIGAN	77,000.00
203-000-556.000	OTHER STATE GRANT	
203-000-664.100	INTEREST ON INVESTMENT	800.00
203-000-676.000	REIMBURSEMENTS	
203-000-679.230	TRANSFER FROM STREETS	125,000.00
Totals for dept 000 -		228,800.00
TOTAL ESTIMATED REVENUES		228,800.00

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

APPROPRIATIONS		
Dept 290 - CONTINGENCY		
203-290-969.000	CONTINGENCY	
Totals for dept 290 - CONTINGENCY		
Dept 463 - MAINTENANCE		
203-463-703.000	SALARIES-MAINTENANCE	29,000.00
203-463-703.010	OVERTIME PAY	400.00
203-463-715.000	SOCIAL SECURITY	100.00
203-463-717.000	WORKMAN'S COMP.	1,100.00
203-463-782.000	MATERIALS	3,700.00
203-463-812.000	ENGINEERING	10,000.00
203-463-822.000	CONTRACTUAL	10,000.00
203-463-864.000	CONFERENCES/WORKSHOPS	
203-463-943.000	EQUIPMENT RENTAL	40,000.00
203-463-963.000	LIABILITY	900.00
203-463-981.000	CAPITAL OUTLAY	160,000.00
Totals for dept 463 - MAINTENANCE		255,200.00
Dept 474 - TRAFFIC		
203-474-703.000	SALARIES-TRAFFIC SERVICES	
203-474-715.000	SOCIAL SECURITY	
203-474-822.000	CONTRACTUAL	
203-474-921.000	ELECTRIC	1,500.00
203-474-940.000	LEASE/RENTAL	
203-474-943.000	TRAFFIC SERVICE EQUIP RENTAL	500.00
Totals for dept 474 - TRAFFIC		2,000.00
Dept 479 - ICE/SNOW		
203-479-703.000	SALARIES-SNOW & ICE REMOVAL	6,000.00
203-479-703.010	OVERTIME PAY	
203-479-715.000	SOCIAL SECURITY	50.00
203-479-782.000	MATERIALS	
203-479-933.000	MAILBOX REPLACEMENT	
203-479-943.000	EQUIPMENT RENTAL	6,000.00
Totals for dept 479 - ICE/SNOW		12,050.00
Dept 483 - ADMINISTRATION		
203-483-703.172	MANAGER SALARY	3,000.00
203-483-703.215	CLERK SALARY	1,500.00
203-483-715.000	SOCIAL SECURITY	360.00

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

203-483-718.000	PENSION	
203-483-719.000	HEALTH INSURANCE	
203-483-807.000	AUDIT	2,000.00
Totals for dept 483 - ADMINISTRATION		6,860.00
TOTAL APPROPRIATIONS		276,110.00
NET OF REVENUES/APPROPRIATIONS - FUND 203		(47,310.00)
BEGINNING FUND BALANCE		206,175.67
FUND BALANCE ADJUSTMENTS		
ENDING FUND BALANCE		158,865.67
Fund 206 - FIRE INSURANCE PROCEEDS		
ESTIMATED REVENUES		
Dept 000		
206-000-664.200	INTEREST ON SAVINGS	
Totals for dept 000 -		
TOTAL ESTIMATED REVENUES		
NET OF REVENUES/APPROPRIATIONS - FUND 206		
BEGINNING FUND BALANCE		438.57
ENDING FUND BALANCE		438.57
Fund 213 - SALVAGE VEHICLE INSPECTIONS		
ESTIMATED REVENUES		
Dept 000		
213-000-610.000	VEHICLE INSPECTION FEE	20,000.00
213-000-664.100	INTEREST INCOME	10.00
Totals for dept 000 -		20,010.00
TOTAL ESTIMATED REVENUES		20,010.00
APPROPRIATIONS		
Dept 301 - POLICE DEPARTMENT		
213-301-703.011	VEHICLE INSPECTION	9,000.00
213-301-715.000	FICA/MEDICARE	1,200.00
213-301-776.000	OPERATING SUPPLIES	
213-301-865.500	VEH INSP MILEAGE/EXPENSES	1,800.00
213-301-959.000	MISCELLANEOUS	

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

Totals for dept 301 - POLICE DEPARTMENT		12,000.00
TOTAL APPROPRIATIONS		12,000.00
NET OF REVENUES/APPROPRIATIONS - FUND 213		8,010.00
BEGINNING FUND BALANCE		21,621.49
ENDING FUND BALANCE		29,631.49
Fund 230 - STREETS		
ESTIMATED REVENUES		
Dept 000		
230-000-403.000	STREETS-PROPERTY TAXES	142,000.00
230-000-410.000	PERSONAL PROPERTY TAX	40,000.00
230-000-411.000	DELINQUENT TAX	
230-000-445.000	REAL ESTATE TAX INTEREST	1,000.00
230-000-664.100	INTEREST INCOME	70.00
Totals for dept 000 -		183,070.00
TOTAL ESTIMATED REVENUES		183,070.00
APPROPRIATIONS		
Dept 728 - ECONOMIC DEVELOPMENT		
230-728-999.020	TRANSFER TO MAJOR	
230-728-999.030	TRANSFER TO LOCAL ROADS	125,000.00
Totals for dept 728 - ECONOMIC DEVELOPMENT		125,000.00
TOTAL APPROPRIATIONS		125,000.00
NET OF REVENUES/APPROPRIATIONS - FUND 230		58,070.00
BEGINNING FUND BALANCE		222,102.78
ENDING FUND BALANCE		280,172.78
Fund 244 - BUSINESS LOANS		
ESTIMATED REVENUES		
Dept 000		
244-000-609.000	APPLICATION FEES	
244-000-664.100	INTEREST INCOME	40.00
244-000-665.000	INTEREST INCOME-LOANS	
244-000-671.000	OTHER REVENUE	
244-000-685.000	PRINCIPAL ON LOANS	5,000.00

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

Totals for dept 000 -		5,040.00
TOTAL ESTIMATED REVENUES		5,040.00
APPROPRIATIONS		
Dept 290 - CONTINGENCY		
244-290-969.000	CONTINGENCY	
Totals for dept 290 - CONTINGENCY		
Dept 728 - ECONOMIC DEVELOPMENT		
244-728-785.000	LEGAL FEES	
244-728-807.000	AUDIT	200.00
244-728-890.000	LOAN DRAW	
Totals for dept 728 - ECONOMIC DEVELOPMENT		200.00
TOTAL APPROPRIATIONS		200.00
NET OF REVENUES/APPROPRIATIONS - FUND 244		4,840.00
BEGINNING FUND BALANCE		144,306.88
FUND BALANCE ADJUSTMENTS		
ENDING FUND BALANCE		149,146.88
Fund 245 - HOME REHAB LOANS		
ESTIMATED REVENUES		
Dept 000		
245-000-609.000	APPLICATION FEES	
245-000-664.100	INTEREST INCOME	50.00
245-000-665.000	INTEREST INCOME-LOANS	
245-000-671.000	OTHER REVENUE	
245-000-685.000	PRINCIPAL ON LOANS	1,850.00
Totals for dept 000 -		1,900.00
TOTAL ESTIMATED REVENUES		1,900.00
APPROPRIATIONS		
Dept 290 - CONTINGENCY		
245-290-969.000	CONTINGENCY	
Totals for dept 290 - CONTINGENCY		

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

Dept 728 - ECONOMIC DEVELOPMENT		
245-728-785.000	LEGAL FEES	
245-728-807.000	AUDIT	200.00
245-728-890.000	LOAN DRAW	
Totals for dept 728 - ECONOMIC DEVELOPMENT		200.00
TOTAL APPROPRIATIONS		200.00
NET OF REVENUES/APPROPRIATIONS - FUND 245		1,700.00
BEGINNING FUND BALANCE		114,473.88
ENDING FUND BALANCE		116,173.88
Fund 248 - DDA		
ESTIMATED REVENUES		
Dept 000		
248-000-404.000	PROPERTY TAXES	11,000.00
248-000-410.000	PERSONAL PROPERTY TAX	3,500.00
248-000-411.000	DELINQUENT TAX	
248-000-445.000	REAL ESTATE TAX INTEREST	120.00
248-000-664.100	INTEREST INCOME	50.00
248-000-671.000	OTHER REVENUE	13,000.00
Totals for dept 000 -		27,670.00
TOTAL ESTIMATED REVENUES		27,670.00
APPROPRIATIONS		
Dept 290 - CONTINGENCY		
248-290-969.000	CONTINGENCY	1,000.00
Totals for dept 290 - CONTINGENCY		1,000.00
Dept 728 - ECONOMIC DEVELOPMENT		
248-728-756.000	DDA-SUPPLIES	1,000.00
248-728-801.000	CONSULTING FEES	1,000.00
248-728-959.000	MISCELLANEOUS	170.00
248-728-968.000	DEPRECIATION	
248-728-981.000	CAPITAL OUTLAY	
248-728-985.000	COMMUNITY SERVICE PROJECTS	20,000.00
248-728-999.010	GEN FUND ADMIN TRANSFER	4,500.00
Totals for dept 728 - ECONOMIC DEVELOPMENT		26,670.00

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

TOTAL APPROPRIATIONS		27,670.00
NET OF REVENUES/APPROPRIATIONS - FUND 248		
BEGINNING FUND BALANCE		116,182.41
FUND BALANCE ADJUSTMENTS		
ENDING FUND BALANCE		116,182.41
Fund 265 - DRUG FORFEITURE		
ESTIMATED REVENUES		
Dept 000		
265-000-664.200	INTEREST-SAVINGS	
Totals for dept 000 -		
TOTAL ESTIMATED REVENUES		
NET OF REVENUES/APPROPRIATIONS - FUND 265		
BEGINNING FUND BALANCE		1,382.37
ENDING FUND BALANCE		1,382.37
Fund 282 - APRA FUND		
ESTIMATED REVENUES		
Dept 000		
282-000-528.000	OTHER FEDERAL GRANTS	91,000.00
282-000-664.100	INTEREST INCOME	5.00
Totals for dept 000 -		91,005.00
TOTAL ESTIMATED REVENUES		91,005.00
NET OF REVENUES/APPROPRIATIONS - FUND 282		91,005.00
BEGINNING FUND BALANCE		90,646.79
ENDING FUND BALANCE		181,651.79

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Fund 590 - SEWER FUND		
ESTIMATED REVENUES		
Dept 000		
590-000-413.000	DELINQUENT SPECIAL ASSESSMENTS	
590-000-626.000	TAP IN FEES	1,000.00
590-000-628.000	SEWER SERVICE CHARGES	228,000.00
590-000-629.000	PENALTIES	1,500.00
590-000-664.000	INTEREST ON CD'S	1,500.00
590-000-664.100	INTEREST ON CHECKING	100.00
590-000-664.120	INTEREST ON CHECKING-RECEIVING	200.00
590-000-671.000	OTHER REVENUE	
590-000-672.000	SPECIAL ASSESSMENTS	
Totals for dept 000 -		232,300.00
TOTAL ESTIMATED REVENUES		232,300.00
APPROPRIATIONS		
Dept 483 - ADMINISTRATION		
590-483-703.172	MANAGER SALARY	10,000.00
590-483-703.215	CLERK SALARY	7,000.00
590-483-715.000	FICA/MEDICARE	1,000.00
590-483-718.000	PENSION	
590-483-719.000	HEALTH INSURANCE	
590-483-807.000	AUDIT	700.00
Totals for dept 483 - ADMINISTRATION		18,700.00
Dept 548 - SEWER LINE MAINTENANCE		
590-548-756.000	OPERATING SUPPLIES	1,000.00
590-548-768.000	UNIFORMS/BOOTS/ETC	1,000.00
590-548-812.000	ENGINEERING	
590-548-820.000	MISS DIG	800.00
590-548-821.000	LAB TESTING	2,000.00
590-548-822.000	CONTRACTUAL SERVICES	200.00
590-548-853.020	CELL PHONE	500.00
590-548-864.000	CONFERENCES/WORKSHOPS	750.00
590-548-934.000	MAINTENANCE	10,000.00
590-548-936.000	TECH SERVICES	3,500.00
590-548-943.000	EQUIPMENT RENTAL	1,000.00
590-548-958.000	DUES/MEMBERSHIPS	300.00

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

590-548-963.000	LIABILITY INSURANCE	2,900.00
590-548-968.000	DEPRECIATION	
590-548-981.000	CAPITAL OUTLAY	
590-548-985.000	CAPITAL PROJECTS	
Totals for dept 548 - SEWER LINE MAINTENANCE		23,950.00
Dept 549 - MAINTENANCE-LIFT STATIONS		
590-549-703.000	SALARIES-MAINTENANCE	40,000.00
590-549-703.010	OVERTIME PAY	2,000.00
590-549-703.020	HOLIDAY PAY	3,000.00
590-549-703.030	VACATION PAY	3,500.00
590-549-703.040	SICK/PERSONAL PAY	4,500.00
590-549-715.000	FICA	6,000.00
590-549-716.000	UNEMPLOYMENT	
590-549-717.000	WORKMAN'S COMP	300.00
590-549-718.000	PENSION	7,000.00
590-549-719.000	HEALTH INSURANCE	19,200.00
590-549-719.500	DISABILITY INSURANCE	1,000.00
590-549-720.000	LIFE INSURANCE	350.00
590-549-722.000	VISION REIMBURSEMENT	500.00
590-549-756.000	OPERATING SUPPLIES	150.00
590-549-807.000	AUDIT	600.00
590-549-812.000	ENGINEERING	
590-549-822.000	CONTRACTUAL SERVICES	1,000.00
590-549-853.020	CELL PHONE	300.00
590-549-921.000	ELECTRIC	6,000.00
590-549-931.000	MAINTENANCE SERVICE	3,000.00
590-549-931.010	COUNTY DRAIN MAINTENANCE	1,000.00
590-549-934.000	MAINTENANCE EQUIPMENT	
590-549-943.000	EQUIPMENT RENTAL	11,000.00
590-549-959.000	MISCELLANEOUS	
590-549-963.000	LIABILITY INSURANCE	3,500.00
590-549-968.000	DEPRECIATION	
590-549-981.000	CAPITAL OUTLAY	
Totals for dept 549 - MAINTENANCE-LIFT STATIONS		113,900.00
Dept 550 - COLLECTION		
590-550-703.000	SALARIES	20,000.00
590-550-703.020	HOLIDAY PAY	500.00
590-550-703.030	VACATION PAY	500.00
590-550-703.040	SICK/PERSONAL PAY	1,200.00

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

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VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

Fund 591 - WATER FUND		
ESTIMATED REVENUES		
Dept 000		
591-000-413.000	DELINQUENT SPECIAL ASSESSMENTS	
591-000-539.000	STATE GRANTS	
591-000-608.000	NSF CHECK FEE	200.00
591-000-629.000	PENALTIES	3,000.00
591-000-642.000	WATER TURN ONS	500.00
591-000-643.000	METERED SALES	300,000.00
591-000-645.000	WATER TAP FEES	1,000.00
591-000-664.000	INTEREST ON CD'S-RECEIVING	1,000.00
591-000-664.100	INTEREST-WATER OPERATING	100.00
591-000-664.120	INTEREST ON CHECKING-RECEIVING	200.00
591-000-671.000	REIMBURSEMENTS SPECIAL SERVICES	
591-000-672.000	SPECIAL ASSESSMENTS	
591-000-694.000	CASH OVER AND SHORT	
Totals for dept 000 -		306,000.00
TOTAL ESTIMATED REVENUES		306,000.00
APPROPRIATIONS		
Dept 483 - ADMINISTRATION		
591-483-703.172	MANAGER SALARY	10,500.00
591-483-703.215	CLERK SALARY	7,600.00
591-483-715.000	FICA/MEDICARE	1,500.00
591-483-718.000	PENSION	
591-483-719.000	HEALTH INSURANCE	
Totals for dept 483 - ADMINISTRATION		19,600.00
Dept 550 - COLLECTION		
591-550-703.000	SALARIES-CLERICAL	26,000.00
591-550-703.020	HOLIDAY PAY	500.00
591-550-703.030	VACATION PAY	1,500.00
591-550-703.040	SICK/PERSONAL	1,200.00
591-550-715.000	FICA/MEDICARE	2,000.00
591-550-716.000	UNEMPLOYMENT COMPENSATION	10.00
591-550-717.000	WORKMAN'S COMP	60.00

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

591-550-718.000	PENSION	1,000.00
591-550-719.000	HEALTH INSURANCE	4,000.00
591-550-719.500	DISABILITY INSURANCE	200.00
591-550-720.000	LIFE INSURANCE	60.00
591-550-722.000	VISION REIMBURSEMENT	125.00
591-550-728.000	OFFICE SUPPLIES	2,500.00
591-550-730.000	POSTAGE	2,000.00
591-550-807.000	AUDIT	1,200.00
591-550-808.000	PAYMENT PROCESSING FEES	500.00
591-550-853.000	TELEPHONE	1,000.00
591-550-864.000	CONFERENCES/WORKSHOPS	300.00
591-550-901.000	PRINTING	300.00
591-550-931.000	MAINT-SERVICES	
591-550-934.000	SERVICE CONTRACTS	1,000.00
591-550-936.000	TECH SERVICES	3,500.00
591-550-959.000	MISCELLANEOUS	
591-550-964.000	NSF CHECK CHARGES	10.00
591-550-965.000	EQUIPMENT PURCHASE	
591-550-981.000	CAPITAL OUTLAY	
Totals for dept 550 - COLLECTION		48,965.00
Dept 551 - UTILITY		
591-551-921.000	POWER PUMPING-ELECTRIC	12,000.00
Totals for dept 551 - UTILITY		12,000.00
Dept 552 - DISTRIBUTION		
591-552-703.000	SALARIES-DISTRIBUTION	46,000.00
591-552-703.010	OVERTIME PAY	2,500.00
591-552-703.020	HOLIDAY PAY	3,500.00
591-552-703.030	VACATION PAY	3,500.00
591-552-703.040	SICK/PERSONAL PAY	4,500.00
591-552-715.000	FICA/MEDICARE	7,500.00
591-552-716.000	UNEMPLOYMENT INSURANCE	10.00
591-552-717.000	WORKMAN'S COMP	1,200.00
591-552-718.000	PENSION	7,000.00
591-552-719.000	HEALTH INSURANCE	16,000.00
591-552-719.500	DISABILITY INSURANCE	1,000.00
591-552-720.000	LIFE INSURANCE	300.00
591-552-722.000	VISION REIMBURSEMENT	500.00
591-552-756.000	OPERATING SUPPLIES	
591-552-768.000	UNIFORMS/BOOTS/ETC	1,000.00
591-552-776.000	SUPPLIES & MAINTENANCE	5,000.00

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

591-552-807.000	AUDIT	1,600.00
591-552-812.000	ENGINEERING	50,000.00
591-552-820.000	MISS DIG	100.00
591-552-821.000	WATER TESTING	5,000.00
591-552-822.000	CONTRACTUAL SERVICES	5,000.00
591-552-853.020	CELL PHONE	1,500.00
591-552-864.000	CONF/WORKSHOPS	1,000.00
591-552-936.000	TECH SERVICES	1,000.00
591-552-943.000	EQUIPMENT RENTAL-WATER FUND	13,000.00
591-552-958.000	DUES/MEMBERSHIPS	1,000.00
591-552-959.000	MISCELLANEOUS	
591-552-963.000	LIABILITY INSURANCE	2,700.00
591-552-965.000	EQUIPMENT PURCHASE	
591-552-968.000	DEPRECIATION	
591-552-981.000	CAPITAL OUTLAY	
591-552-985.000	CAPITAL PROJECTS	
Totals for dept 552 - DISTRIBUTION		181,410.00
Dept 553 - WELLS/TOWER		
591-553-703.000	SALARIES-WELLS & TOWER	500.00
591-553-715.000	FICA/MEDICARE	50.00
591-553-931.000	MAINT. -WATER SERVICES	
591-553-934.000	REPAIR WELLS	
591-553-959.000	MISCELLANEOUS	
591-553-963.000	LIABILITY INSURNACE	3,250.00
591-553-968.000	DEPRECIATION	54,000.00
591-553-981.000	CAPITAL OUTLAY	228,000.00
Totals for dept 553 - WELLS/TOWER		285,800.00
TOTAL APPROPRIATIONS		547,775.00
NET OF REVENUES/APPROPRIATIONS - FUND 591		(241,775.00)
BEGINNING FUND BALANCE		1,426,046.78
FUND BALANCE ADJUSTMENTS		
ENDING FUND BALANCE		1,184,271.78

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

Fund 596 - GARBAGE COLLECTION		
ESTIMATED REVENUES		
Dept 000		
596-000-628.000	TRASH SERVICE CHARGES	120,000.00
596-000-629.000	PENALTIES	300.00
596-000-664.100	INTEREST INCOME	
596-000-664.120	INTEREST ON CHECKING-RECEIVING	20.00
Totals for dept 000 -		120,320.00
TOTAL ESTIMATED REVENUES		120,320.00
APPROPRIATIONS		
Dept 290 - CONTINGENCY		
596-290-969.000	CONTINGENCY	
Totals for dept 290 - CONTINGENCY		
Dept 528 - RUBBISH COLLECTION/DISPOSAL		
596-528-919.000	WASTE AND RUBBISH DISPOSAL	120,000.00
Totals for dept 528 - RUBBISH COLLECTION/DISPOSAL		120,000.00
TOTAL APPROPRIATIONS		120,000.00
NET OF REVENUES/APPROPRIATIONS - FUND 596		320.00
BEGINNING FUND BALANCE		14,754.39
ENDING FUND BALANCE		15,074.39
Fund 661 - MOTOR POOL		
ESTIMATED REVENUES		
Dept 000		
661-000-664.100	INTEREST INCOME	1,200.00
661-000-668.100	RENTAL EQUIPMENT-POLICE	25,000.00
661-000-668.200	RENTAL EQUIPMENT PARKS	25,000.00
661-000-668.300	RENTAL EQUIPMENT-LOCAL	40,000.00
661-000-668.305	EQUIP RENTAL TRAFFIC SERVICE	
661-000-668.310	EQUIP RENTAL L/R ICE/SNOW	9,000.00
661-000-668.400	RENTAL EQUIPMENT-MAJOR	10,000.00

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661-000-668.405	RENTAL EQUIP TRAFFIC SERV MR	
661-000-668.410	EQUIP RENTAL M/R ICE/SNOW	9,000.00
661-000-668.500	RENTAL EQUIPMENT-WATER	14,000.00
661-000-668.600	RENTAL EQUIPMENT-SEWER LINE	10,000.00
661-000-668.605	LS MAINT. EQUIP RENTAL	
661-000-668.700	RENTAL EQUIPMENT-PUBLIC WORKS	10,000.00
661-000-671.000	MISCELLANEOUS	
Totals for dept 000 -		153,200.00
TOTAL ESTIMATED REVENUES		153,200.00
APPROPRIATIONS		
Dept 301 - POLICE DEPARTMENT		
661-301-870.000	GAS	10,000.00
661-301-872.000	TIRES	1,400.00
661-301-930.000	REPAIRS	1,000.00
661-301-963.000	MULTI-PERIL INSURANCE	6,000.00
661-301-968.000	DEPRECIATION EXPENSE	
661-301-970.000	EQUIPMENT PURCHASED	
661-301-981.000	CAPITAL OUTLAY	
Totals for dept 301 - POLICE DEPARTMENT		18,400.00
Dept 441 - DPW		
661-441-807.000	AUDIT	500.00
661-441-870.000	GAS	20,000.00
661-441-871.000	OIL	
661-441-872.000	TIRES	2,000.00
661-441-930.000	REPAIRS & MAINTENANCE	8,500.00
661-441-963.000	MULTI-PERIL INSURANCE	7,000.00
661-441-968.000	DEPRECIATION	67,000.00
661-441-970.000	EQUIPMENT PURCHASED	
661-441-981.000	CAPITAL OUTLAY	
Totals for dept 441 - DPW		105,000.00
Dept 483 - ADMINISTRATION		
661-483-703.172	MANAGER SALARY	3,100.00
661-483-703.215	CLERK SALARY	1,900.00
661-483-715.000	FICA/MEDICARE	
661-483-718.000	PENSION	

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

661-483-719.000	HEALTH INSURANCE	
661-483-999.010	GEN FUND ADMIN TRANSFER	5,000.00
Totals for dept 483 - ADMINISTRATION		10,000.00
TOTAL APPROPRIATIONS		133,400.00
NET OF REVENUES/APPROPRIATIONS - FUND 661		19,800.00
BEGINNING FUND BALANCE		808,091.86
FUND BALANCE ADJUSTMENTS		
ENDING FUND BALANCE		827,891.86
ESTIMATED REVENUES - ALL FUNDS		2,349,272.00
APPROPRIATIONS - ALL FUNDS		2,526,447.00
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		(177,175.00)

2022-2023 Fee Schedule**BUILDING PERMIT AND PLAN REVIEW FEE SCHEDULE**

The total cost of improvement is based on the Bureau of Construction Codes Square Foot Construction Cost Table. Plan review fees for use groups R-3 and R-4 only are included in this computation. Premanufactured unit fees are based upon 50% of the normal on-site construction permit fee. The first \$100.00 of an application fee is non-refundable.

to \$1,000.00 (includes one inspection only).....	\$75.00
\$1,000.00 to \$10,000.00.....	\$75.00 plus \$10
per \$1,000 over \$1,000.00	
\$10,001.00 to \$100,000.00.....	\$165.00 plus \$3.00 per
\$1,000.00 over \$10,000.00	
\$100,000.00 to \$500,000.00.....	\$435.00 plus \$2.00 per
\$1,000.00 over \$100,000.00	
\$500,000.00 plus.....	\$1,235.00 plus \$3.00 per
\$1,000.00 over \$500,000.00	
All work not involving a square foot computation:	
Plan review and administration base fee.....	\$100.00 plus \$100.00
for each inspection	
Additional inspection	
.....	\$100.00
Special inspection (pertaining to sale of building).....	\$100.00
Demolition:	
Plan review and administration base fee.....	\$100.00 plus \$0.07 per square
foot on demolition	
Certificate of Occupancy.....	\$50.00 (Required for all building permits except
demolition permits)	

BUREAU OF CONSTRUCTION CODES SQUARE FOOT CONSTRUCTION COST TABLE

To be used with the Bureau of Construction Codes Building Permit and Plan Review Fee Schedules for computation of the "Total Cost of Improvement". The table below outlines the base cost per square foot for any given Use Group/Type of Construction combination. Unfinished basements must be computed separately at 20% of table cost. These figures are not intended to reflect actual cost of construction but are only used as a basis for determination of fees related to services rendered for projects.

USE GROUP	(2009 Michigan Building Code)	TYPE OF CONSTRUCTION								
		IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1	Assembly, theaters, with or without stage	176.44	169.93	165.20	157.56	146.98	142.20	151.76	132.98	127.07
A-2	Assembly, nightclubs, restaurants, bars, banquet halls	151.03	146.72	141.70	136.83	127.57	124.97	131.74	115.44	113.02
A-3	Assembly, religious worship buildings, general, community halls, libraries, museums	178.16	171.65	166.92	159.28	148.82	144.24	153.47	134.83	128.91
A-4	Assembly, arenas	175.54	169.03	163.40	156.66	145.18	141.50	150.86	131.18	126.17
A-5	Assembly, bleachers, grandstands, stadiums	156.59	150.08	144.45	137.72	125.75	122.53	131.91	112.21	107.20
B	Business	155.28	149.60	144.52	137.45	124.67	120.03	131.78	109.55	104.34
E	Educational	163.53	157.90	153.20	146.21	136.19	128.91	141.11	118.49	114.47
F-1	Factory and industrial, moderate hazard	92.97	88.61	83.30	80.08	71.35	68.29	76.52	58.88	55.23
F-2	Factory and industrial, low hazard	92.07	87.71	83.30	79.18	71.35	67.39	75.62	58.88	54.33
H-1	High Hazard, explosives	87.11	82.75	78.34	74.22	66.57	62.61	70.66	54.10	N.P.
H234	High Hazard	87.11	82.75	78.34	74.22	66.57	62.61	70.66	54.10	49.55
H-5	HPM	155.28	149.60	144.52	137.45	124.67	120.03	131.78	109.55	104.34
I-1	Institutional, supervised environment	154.20	148.79	144.63	138.36	127.07	123.71	134.85	114.01	109.95
I-2	Institutional, hospitals, nursing homes	263.67	257.99	252.91	245.84	232.14	N.P.	240.17	217.03	N.P.
I-3	Institutional, restrained	176.87	171.19	166.11	159.04	147.61	142.08	153.37	132.50	125.48
I-4	Institutional, day care facilities	154.20	148.79	144.63	138.36	127.07	123.71	134.85	114.01	109.95
M	Mercantile	113.22	108.91	103.89	99.02	90.41	87.80	93.93	78.28	75.86
R-1	Residential, hotels and motels	155.54	150.13	145.97	139.70	128.56	125.20	136.34	115.49	111.44
R-2	Residential, multiple family including dormitories, convents, monasteries	130.40	124.99	120.83	114.56	104.04	100.68	111.82	90.97	86.92
R-3	Residential, one- and two-family	122.74	119.39	116.36	113.47	108.94	106.23	109.87	101.79	95.34
R-4	Residential, care/assisted living facilities	154.20	148.79	144.63	138.36	127.07	123.71	134.85	114.01	109.95

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

S-1	Storage, moderate hazard	86.21	81.85	76.54	73.32	64.77	61.71	69.76	52.30	48.65
S-2	Storage, low hazard	85.31	80.95	76.54	72.42	64.77	60.81	68.86	52.30	47.75
U	Utility, miscellaneous	64.61	61.02	57.11	53.93	48.40	45.26	51.34	37.85	35.85

DRAFT

RENTAL LICENSE FEES

	Class I*	Class II**	Class III***
Initial Rental License Fee (New Developments or New Uses)	\$100.00 per unit	\$90.00 per unit	\$80.00 per unit
Annual License & Renewal Fee	\$100.00 per unit	\$90.00 per unit	\$80.00 per unit
New Owner Review Fee	\$100.00 per unit	\$90.00 per unit	\$80.00 per unit
Late Application Fee (15 days after effective date)	\$125.00 per unit	\$115.00 per unit	\$110.00 per unit
Reinspection Fee****	\$50.00		

License Fees are Due with the Application.

*Class I: Any structure containing up to two (2) Rental Housing Units.

**Class II: Any structure containing up to four (4) Rental Housing Units.

***Class III: Any structure containing five (5) or more Rental Housing Units.

****Where applicable, minor deficiencies will be verified via a submittal of photos with no reinspection fee assessed.

MISCELLANEOUS FEES

Fence Permit.....	\$10.00
Seller's Permit.....	\$5.00/Day
Yard/Garage Sale Permit.....	
.....\$2.00/3-Day Sale	
Personal Breathalyzer Test (PBT).....	\$2.00

2022 VILLAGE OF DECATUR WATER RATES**WATER BASE (WB) (READINESS TO SERVE FEE)**

All Single-Family Residential, Commercial, and Industrial users connected to the Public Water System shall pay a monthly Readiness to Serve Charge per Unit, billed in arrears, based on the size of the public water meter which serves the premises. Rate factors will be based upon the following table:

METER SIZE	RATE FACTOR	READINESS TO SERVE CHARGE
5/8"	1	\$19.21
3/4"	1	\$19.21
1"	1.78	\$34.19
1 1/4"	2.78	\$53.40
1 1/2"	4	\$76.85
2"	7.11	\$136.59
3"	16	\$307.38
4"	28.44	\$546.36
6"	64	\$1,229.52
8"	113.78	\$2,185.85
10"	177.78	\$3,415.37
12"	256	\$4,918.08

All Multi-Family Residential users providing service to more than one Dwelling Unit from one public water meter connected to the Public Water System shall pay a monthly Readiness to Serve Charge, billed in arrears, based on a 1.00 Rate Factor per Dwelling Unit.

****NOTE: AS LONG AS CONNECTION TO PUBLIC WATER SYSTEM EXISTS, A READINESS TO SERVE CHARGE SHALL NOT BE WAIVED OR OTHERWISE DISCONTINUED. ****

COMMODITY CHARGE (WU) (WATER USAGE)

Users connected to the Public Water System shall pay a monthly Commodity Charge, billed in arrears, based on the water usage during the immediately preceding month at a rate of \$2.91 per 1,000 gallons of water. The application fee for all new "tap in" connections is \$1,500.00

PENALTY FEE

All payments made after the 20th of each month (or the following business day if the 20th falls on a weekend or holiday) will be assessed a penalty of the sum of 5%.

WATER DEPOSIT

Before the water may be turned on for any premises located within the Village of Decatur Corporate Limits the owner shall deposit with the Utility Billing Clerk a "guaranteed deposit" of \$50.00 for all those using meters under two (2) inches and the sum of \$100.00 for those using meters over two (2) inches. Where notice is given that a tenant is responsible for water charges, no water service shall be rendered to such premises until a cash deposit of \$80.00 shall have been made. For owners of premises located outside the Village of Decatur Corporate Limits, the "guaranteed deposit" shall be the sum of \$80.00 unless notice is given that a tenant is responsible for water charges as hereinbefore set forth, then no water service shall be rendered to such premises until a cash deposit of \$300.00 shall have been made.

TURN-ON FEE

When water service is discontinued due to nonpayment, the water shall not be turned on again until all delinquent charges have been paid, including the guaranteed deposit provided in paragraph C of Section III and, in addition, a turn-on fee of \$20.00 has been paid to the Village Water & Sewer Office.

2022 VILLAGE OF DECATUR SEWER RATES**SEWER BASE (SB) (READINESS TO SERVE FEE)**

All Single-Family Residential, Commercial, and Industrial users connected to the Public Water System shall pay a monthly Readiness to Serve Charge per Unit, billed in arrears, based on the size of the public water meter which serves the premises. Rate factors will be based upon the following table:

METER SIZE	RATE FACTOR	READINESS TO SERVE CHARGE
5/8"	1	\$17.21
3/4"	1	\$17.21
1"	1.78	\$30.64
1 1/4"	2.78	\$47.86
1 1/2"	4	\$68.85
2"	7.11	\$122.39
3"	16	\$275.42
4"	28.44	\$489.56
6"	64	\$1,101.68
8"	113.78	\$1,958.58
10"	177.78	\$3,060.26
12"	256	\$4,406.72

All Multi-Family Residential users providing service to more than one Dwelling Unit from one public water meter connected to the Public Water System shall pay a monthly Readiness to Serve Charge, billed in arrears, based on a 1.00 Rate Factor per Dwelling Unit.

****NOTE: AS LONG AS CONNECTION TO PUBLIC WATER SYSTEM EXISTS, A READINESS TO SERVE CHARGE SHALL NOT BE WAIVED OR OTHERWISE DISCONTINUED. ****

COMMODITY CHARGE (SU) (SEWER USAGE)

Users connected to the Public Water System shall pay a monthly Commodity Charge, billed in arrears, based on the water usage during the immediately preceding month at a rate of \$1.79 per 1,000 gallons of water. The application fee for all new "tap in" connections is \$1,500.00

The above-referenced Commodity Charge shall take into account metered water that does not enter the system (e.g. Lawn and garden irrigation water, cooling water, unpolluted air-conditioned water, etc.) if such metered water is separately metered by a deduct meter or irrigation meter in a manner acceptable to the Village. Accordingly, the Commodity Charge for such a user shall be based upon the "net" metered water usage determined by subtracting the volume of water metered by the deduct or irrigation meter from the volume of water metered by the public water meter.

USER CHARGE

All Single-Family Residential, Commercial, and Industrial users not connected to the Public Water System and whose water is not metered by a water meter shall pay a monthly User Charge, billed in arrears, of \$30.64.

All Multi-Family Residential users providing service to more than one dwelling unit not connected to the Public Water System shall pay a monthly User Charge, billed in arrears, of \$30.64 per dwelling unit.

PENALTY FEE

All payments made after the 20th of each month (or the following business day if the 20th falls on a weekend or holiday) will be assessed a penalty of the sum of 5%.

SEWER DEPOSIT

Where written notice is given that a tenant is responsible for charges and service, no further service shall be rendered until a "guaranteed deposit" in the amount of \$150.00 is provided.

Where a user utilizes a deduct meter provided by the Village a meter deposit of \$25.00 shall be paid prior to receiving said deduct meter. The deposit shall be held by the Village as guaranty of return of the meter. Such meter deposit shall be refunded to the depositor when the deduct meter is returned to the Village.

VILLAGE OF DECATUR – FISCAL YEAR 2023 ANNUAL APPROPRIATION BILL

VILLAGE OF DECATUR COUNTY OF VAN BUREN STATE OF MICHIGAN

RESOLUTION 2022-02: A RESOLUTION ADOPTING THE FISCAL YEAR 2023 BUDGET FOR THE VILLAGE OF DECATUR; APPROPRIATING THE AMOUNTS NECESSARY FOR MUNICIPAL PURPOSES; PROVIDING FOR THE LEVY OF THE AMOUNT NECESSARY TO BE RAISED BY AD VALOREM TAXES UPON REAL AND PERSONAL PROPERTY FOR MUNICIPAL PURPOSES; IN ACCORDANCE WITH THE UNIFORM BUDGETING AND ACCOUNTING ACT (MCL 141).

At a Regular Meeting of the Village Council of the Village of Decatur, Michigan, held at Village Hall on February 7, 2022, the following Resolution was offered.

WHEREAS, The Chief Administrative Officer of the Village of Decatur has prepared and presented a budget to commence March 1, 2022, to expire February 28, 2023, for Fiscal Year 2022, and;

WHEREAS The Village of Decatur did hold a Public Hearing on the purposed Fiscal Year 2023 Budget, with proper notification to the public to solicit comments, and;

WHEREAS, It is necessary to provide for the implementation, operation and periodic adjustment of this act;

REVENUES

GL NUMBER	DESCRIPTION	FY23 PROPOSED
101	GENERAL FUND	\$802,457.00
202	MAJOR ROAD FUND	\$177,500.00
203	LOCAL ROAD FUND	\$228,800.00
213	SALVAGE VIN FUND	\$20,010.00
230	STREETS FUND	\$183,070.00
244	BUSINESS LOANS FUND	\$5,040.00
245	HOME REHAB FUND	\$1,900.00
248	DDA FUND	\$27,670.00
590	SEWER FUND	\$232,300.00
591	WATER FUND	\$306,000.00
596	GARBAGE COLLECTION FUND	\$120,320.00
661	MOTOR POOL FUND	\$153,200.00
	OTHER	\$91,005.00
	GRAND TOTAL	\$2,349,272.00

EXPENSES

GL NUMBER	DESCRIPTION	FY 23 PROPOSED
101	GENERAL FUND	\$802,457.00
202	MAJOR ROAD FUND	\$282,110.00
203	LOCAL ROAD FUND	\$276,110.00
213	SALVAGE VIN FUND	\$12,000.00
230	STREETS FUND	\$125,000.00
244	BUSINESS LOANS FUND	\$200.00
245	HOME REHAB FUND	\$200.00
248	DDA FUND	\$27,670.00
590	SEWER FUND	\$199,525.00
591	WATER FUND	\$547,775.00
596	GARBAGE COLLECTION FUND	\$120,000.00
661	MOTOR POOL FUND	\$133,400.00
	OTHER	\$0.00
	GRAND TOTAL	\$2,526,447.00

NOW THEREFORE BE IT RESOLVED that the proposed budget document as presented by the Village Manager, titled Village of Decatur Fiscal Year 2023 Budget, covering March 1, 2022, through February 28, 2023, be adopted by fund, and the Village Manager is hereby authorized to make expenditures and amendments provided for in said budget, provided such expenditures are made in accordance with General Village Charter and Policies, and:

BE IT FURTHER RESOLVED, The Village of Decatur does hereby direct the levy of 11.4487 mills for Operating, 4.5793 mills for Streets from all non-exempt properties within the Village of Decatur limits, and a 1.8314 mill in additional tax on properties located within the designated Downtown Development District.

RESOLUTION DECLARED ADOPTED, this 7th day of February 2022.



What is the USDA Water & Sewer Capital Improvement Project?



At the September 2020 Village Council meeting, the Council approved the proposal from Wightman & Associates to begin work on the application process for Water & Sewer Infrastructure Capital Improvement Projects through the USDA. Since that time the Village has updated ordinances and water & sewer rates structures to advance with the application approval development. The Village of Decatur currently does not have existing debt. One of the necessary objectives to

secure financing through the USDA, is adopting a water & sewer rate schedules to ensure the municipality can repay the loans. While the Village has strong fund balances related to water & sewer operations, the Village Council is acting fiscally responsible to ensure the infrastructure projects can be completed along with repayments of the loans without causing hardships to the operations. It is important to understand, the Village Council has historically kept water & sewer rates below market prices. The water & sewer systems are reaching their life expectancy. These Capital Improvement Projects are critical to update, keep and maintain the water & sewer systems and provide these utility services to the Village of Decatur residents, businesses and future growth. At the Village Council meeting schedule for Monday, February 7, 2022, the Council will continue to review the proposed water & sewer rate schedules.

Village of Decatur
Water & Sewer Rate Discussion
FY 2023

	Village of Decatur	Village of Lawrence	Village of Marcellus	Village of Lawton	Village of Paw Paw Resident	Village of Paw Paw Non-Resident	Village of Mattawan	Village of Schoolcraft	City of Hartford Resident	City of Hartford Non-Resident	Average
Population	1819	973	1149	1900	3385		1972	1555	2599		1919
Water Base (RTS)	\$ 16.35	\$ 20.85	\$ 27.66	\$ 17.60	\$ 18.21	\$ 27.32	\$ 14.60	\$ 35.13	\$ 21.23	21.74	\$ 22.07
per 1000	\$ 2.47	\$ 5.98	\$ 6.67	\$ 4.05	\$ 3.38	\$ 5.07	\$ 4.03	\$ 5.22	\$ 2.45	\$ 3.68	\$ 4.30
connection (tap fee)	\$ 750.00	?	?	\$1,500.00	\$2,000.00	\$ 2,000.00	?	?	\$500.00	\$ 750.00	\$1,250.00
Sewer Base (RTS)	\$ 14.65	\$ 14.91	\$ 35.84	\$ 38.00	\$ 10.12	\$ 15.18	\$ 14.60	TBA	\$ 15.09	\$ 16.21	\$ 19.40
per 1000	\$ 1.52	\$ 5.53	\$ 3.03	\$ 5.00	\$ 3.64	\$ 5.46	\$ 8.67	TBA	\$ 2.23	\$ 6.98	\$ 4.67
connection (tap fee)	\$ 750.00	?	?	\$1,500.00	\$2,000.00	\$ 2,000.00	?	TBA	\$400.00	\$ 600.00	\$1,208.33

WATER RATES DISCUSSION											
	CURRENT	35%	RTS (35%)		CURRENT	17.50%	RTS (17.5%)		CURRENT	15.00%	RTS (15%)
5/8"	\$ 16.35	\$ 5.72	\$ 22.07	5/8"	\$ 16.35	\$ 2.86	\$ 19.21	5/8"	\$ 16.35	\$ 2.45	\$ 18.80
3/4"	\$ 16.35	\$ 5.72	\$ 22.07	3/4"	\$ 16.35	\$ 2.86	\$ 19.21	3/4"	\$ 16.35	\$ 2.45	\$ 18.80
1"	\$ 29.10	\$ 10.19	\$ 39.29	1"	\$ 29.10	\$ 5.09	\$ 34.19	1"	\$ 29.10	\$ 4.37	\$ 33.47
1 1/4"	\$ 45.45	\$ 15.91	\$ 61.36	1 1/4"	\$ 45.45	\$ 7.95	\$ 53.40	1 1/4"	\$ 45.45	\$ 6.82	\$ 52.27
1 1/2"	\$ 65.40	\$ 22.89	\$ 88.29	1 1/2"	\$ 65.40	\$ 11.45	\$ 76.85	1 1/2"	\$ 65.40	\$ 9.81	\$ 75.21
2"	\$ 116.25	\$ 40.69	\$ 156.94	2"	\$ 116.25	\$ 20.34	\$ 136.59	2"	\$ 116.25	\$ 17.44	\$ 133.69
3"	\$ 261.60	\$ 91.56	\$ 353.16	3"	\$ 261.60	\$ 45.78	\$ 307.38	3"	\$ 261.60	\$ 39.24	\$ 300.84
4"	\$ 464.99	\$ 162.75	\$ 627.74	4"	\$ 464.99	\$ 81.37	\$ 546.36	4"	\$ 464.99	\$ 69.75	\$ 534.74
6"	\$1,046.40	\$ 366.24	\$1,412.64	6"	\$1,046.40	\$ 183.12	\$ 1,229.52	6"	\$ 1,046.40	\$ 156.96	\$1,203.36
8"	\$1,860.30	\$ 651.11	\$2,511.41	8"	\$1,860.30	\$ 325.55	\$ 2,185.85	8"	\$ 1,860.30	\$ 279.05	\$2,139.35
10"	\$2,906.70	\$1,017.35	\$3,924.05	10"	\$2,906.70	\$ 508.67	\$ 3,415.37	10"	\$ 2,906.70	\$ 436.01	\$3,342.71
12"	\$4,185.60	\$1,464.96	\$5,650.56	12"	\$4,185.60	\$ 732.48	\$ 4,918.08	12"	\$ 4,185.60	\$ 627.84	\$4,813.44
2.47 per 1,000		0.8645	3.3345			0.43225	2.90225			0.3705	2.8405
SEWER RATES DISCUSSION											
	CURRENT	35%	RTS (35%)		CURRENT	17.50%	RTS (17.5%)		CURRENT	15.00%	RTS (15%)
5/8"	\$ 14.65	\$ 5.13	\$ 19.78	5/8"	\$ 14.65	\$ 2.56	\$ 17.21	5/8"	\$ 14.65	\$ 2.20	\$ 16.85
3/4"	\$ 14.65	\$ 5.13	\$ 19.78	3/4"	\$ 14.65	\$ 2.56	\$ 17.21	3/4"	\$ 14.65	\$ 2.20	\$ 16.85
1"	\$ 26.08	\$ 9.13	\$ 35.21	1"	\$ 26.08	\$ 4.56	\$ 30.64	1"	\$ 26.08	\$ 3.91	\$ 29.99
1 1/4"	\$ 40.73	\$ 14.26	\$ 54.99	1 1/4"	\$ 40.73	\$ 7.13	\$ 47.86	1 1/4"	\$ 40.73	\$ 6.11	\$ 46.84
1 1/2"	\$ 58.60	\$ 20.51	\$ 79.11	1 1/2"	\$ 58.60	\$ 10.26	\$ 68.86	1 1/2"	\$ 58.60	\$ 8.79	\$ 67.39
2"	\$ 104.16	\$ 36.46	\$ 140.62	2"	\$ 104.16	\$ 18.23	\$ 122.39	2"	\$ 104.16	\$ 15.62	\$ 119.78
3"	\$ 234.40	\$ 82.04	\$ 316.44	3"	\$ 234.40	\$ 41.02	\$ 275.42	3"	\$ 234.40	\$ 35.16	\$ 269.56
4"	\$ 416.65	\$ 145.83	\$ 562.48	4"	\$ 416.65	\$ 72.91	\$ 489.56	4"	\$ 416.65	\$ 62.50	\$ 479.15
6"	\$ 937.60	\$ 328.16	\$1,265.76	6"	\$ 937.60	\$ 164.08	\$ 1,101.68	6"	\$ 937.60	\$ 140.64	\$1,078.24
8"	\$1,666.88	\$ 583.41	\$2,250.29	8"	\$1,666.88	\$ 291.70	\$ 1,958.58	8"	\$ 1,666.88	\$ 250.03	\$1,916.91
10"	\$2,604.48	\$ 911.57	\$3,516.05	10"	\$2,604.48	\$ 455.78	\$ 3,060.26	10"	\$ 2,604.48	\$ 390.67	\$2,995.15
12"	\$3,750.40	\$1,312.64	\$5,063.04	12"	\$3,750.40	\$ 656.32	\$ 4,406.72	12"	\$ 3,750.40	\$ 562.56	\$4,312.96
1.52 per 1,000		0.532	2.052			0.266	1.786			0.228	1.748

Village of Decatur
Water - Sewer Discussion
Current Water - Sewer Rates 2021-2022

		726	815	707	1058	500	730	1115
		Resident One	Resident Two	Resident Three	Resident Four	Resident Five	Resident Six	Resident Seven
	Gallons/Billed	3663	4385	3018	6464	1307	7072	517
	Water Base	\$16.35	\$16.35	\$16.35	\$16.35	\$16.35	\$16.35	\$16.35
	Sewer Base	\$14.65	\$14.65	\$14.65	\$14.65	\$26.08	\$14.65	\$14.65
	Water Use	\$9.05	\$10.83	\$7.45	\$15.97	\$3.23	\$17.47	\$1.28
	Sewer Use	\$5.57	\$6.67	\$4.59	\$9.83	\$1.99	\$10.75	\$0.79
Total Water & Sewer		\$45.62	\$48.50	\$43.04	\$56.80	\$47.65	\$59.22	\$33.07
Year One - USDA Project 2022-2023								
35% increase year one	Water Base	\$22.07	\$22.07	\$22.07	\$22.07	\$22.07	\$22.07	\$22.07
15% increase year one	Sewer Base	\$16.85	\$16.85	\$16.85	\$16.85	\$29.99	\$16.85	\$16.85
	Water Use	\$12.22	\$14.62	\$10.06	\$21.56	\$4.36	\$23.58	\$1.73
	Sewer Use	\$6.41	\$7.67	\$5.28	\$11.30	\$2.29	\$12.36	\$0.91
Total Water & Sewer		\$57.54	\$61.21	\$54.26	\$71.78	\$58.71	\$74.87	\$41.56
Increase cost per month(YEAR ONE)		\$11.92	\$12.71	\$11.22	\$14.98	\$11.06	\$15.65	\$8.49
Year Two - USDA Project 2023-2024								
1% increase year one	Water Base	\$22.29	\$22.29	\$22.29	\$22.29	\$22.29	\$22.29	\$22.29
15% increase year one	Sewer Base	\$22.74	\$22.74	\$22.74	\$22.74	\$40.49	\$22.74	\$22.74
	Water Use	\$12.34	\$14.77	\$10.16	\$21.78	\$4.40	\$23.82	\$1.75
	Sewer Use	\$6.47	\$7.75	\$5.33	\$11.42	\$2.31	\$12.49	\$0.92
Total Water & Sewer		\$63.85	\$67.55	\$60.53	\$78.23	\$69.50	\$81.34	\$47.70
Increase cost per month(YEAR TWO)		\$6.30	\$6.34	\$6.27	\$6.45	\$10.78	\$6.48	\$6.14
Year Three - USDA Project 2024-2025								
1% increase year one	Water Base	\$22.52	\$22.52	\$22.52	\$22.52	\$22.52	\$22.52	\$22.52
15% increase year one	Sewer Base	\$26.16	\$26.16	\$26.16	\$26.16	\$46.56	\$26.16	\$26.16
	Water Use	\$12.46	\$14.91	\$10.26	\$21.99	\$4.45	\$24.06	\$1.76
	Sewer Use	\$6.53	\$7.82	\$5.38	\$11.53	\$2.33	\$12.61	\$0.93
Total Water & Sewer		\$67.67	\$71.41	\$64.32	\$82.20	\$75.86	\$85.34	\$51.36
Increase cost per month(YEAR THREE)		\$3.82	\$3.86	\$3.79	\$3.97	\$6.36	\$4.00	\$3.66
Year Four - USDA Project 2025-2026								
1% increase year one	Water Base	\$22.74	\$22.74	\$22.74	\$22.74	\$22.74	\$22.74	\$22.74
1% increase year one	Sewer Base	\$26.42	\$26.42	\$26.42	\$26.42	\$47.03	\$26.42	\$26.42
	Water Use	\$12.59	\$15.06	\$10.36	\$22.21	\$4.49	\$24.30	\$1.78
	Sewer Use	\$6.60	\$7.90	\$5.44	\$11.65	\$2.36	\$12.74	\$0.94
Total Water & Sewer		\$68.35	\$72.13	\$64.96	\$83.02	\$76.62	\$86.19	\$51.88
Increase cost per month(YEAR FOUR)		\$0.68	\$0.71	\$0.64	\$0.82	\$0.76	\$0.85	\$0.51
Year Four - USDA Project 2026-2027								
1% increase year one	Water Base	\$22.97	\$22.97	\$22.97	\$22.97	\$22.97	\$22.97	\$22.97
1% increase year one	Sewer Base	\$26.68	\$26.68	\$26.68	\$26.68	\$47.50	\$26.68	\$26.68
	Water Use	\$12.71	\$15.21	\$10.47	\$22.43	\$4.54	\$24.54	\$1.80
	Sewer Use	\$6.67	\$7.98	\$5.49	\$11.76	\$2.38	\$12.86	\$0.95
Total Water & Sewer		\$69.03	\$72.85	\$65.61	\$83.85	\$77.39	\$87.06	\$52.39
Increase cost per month(YEAR FIVE)		\$0.68	\$0.72	\$0.65	\$0.83	\$0.77	\$0.86	\$0.52

Village of Decatur								
Water - Sewer Discussion (Non-residential)								
Current Water - Sewer Rates 2021-2022								
		1300	469	851	441	594	107	198
		Business	Business	Business	Business	Business	Business	Business
	Gallons/Billed	30526	22034	53545	11165	12187	16745	
	Water Base	\$116.25	\$65.40	\$464.99	\$45.45	\$29.10	\$16.35	\$116.25
	Sewer Base	\$104.16	\$58.60	\$416.65	\$40.73	\$26.08	\$14.65	\$104.16
	Water Use	\$75.40	\$54.42	\$132.26	\$27.58	\$30.10	\$41.36	\$45.86
	Sewer Use	\$46.40	\$33.49	\$81.39	\$16.97	\$18.52	\$25.45	\$28.22
Total Water & Sewer		\$342.21	\$211.91	\$1,095.29	\$130.73	\$103.80	\$97.81	\$294.49
Year One - USDA Project 2022-2023								
35% increase year one	Water Base	\$156.94	\$88.29	\$627.74	\$61.36	\$39.29	\$22.07	\$156.94
15% increase year one	Sewer Base	\$140.62	\$79.11	\$562.48	\$54.99	\$35.21	\$19.78	\$140.62
	Water Use	\$101.79	\$73.47	\$178.55	\$37.23	\$40.64	\$55.84	\$61.91
	Sewer Use	\$62.64	\$45.21	\$109.88	\$22.91	\$25.00	\$34.36	\$38.10
Total Water & Sewer		\$461.98	\$286.08	\$1,478.64	\$176.49	\$140.13	\$132.04	\$397.56
Increase cost per month(YEAR ONE)		\$119.77	\$74.17	\$383.35	\$45.76	\$36.33	\$34.23	\$103.07
Year Two - USDA Project 2023-2024								
1% increase year one	Water Base	\$158.51	\$89.17	\$634.01	\$61.97	\$39.68	\$22.29	\$158.51
15% increase year one	Sewer Base	\$189.83	\$106.80	\$759.34	\$74.23	\$47.53	\$26.70	\$189.83
	Water Use	\$102.81	\$74.20	\$180.34	\$37.61	\$41.04	\$56.39	\$62.53
	Sewer Use	\$63.27	\$45.66	\$110.98	\$23.14	\$25.25	\$34.70	\$38.48
Total Water & Sewer		\$514.41	\$315.84	\$1,684.67	\$196.95	\$153.50	\$140.09	\$449.35
Increase cost per month(YEAR TWO)		\$52.43	\$29.76	\$206.03	\$20.46	\$13.37	\$8.04	\$51.79
Year Three - USDA Project 2024-2025								
1% increase year one	Water Base	\$160.09	\$90.06	\$640.35	\$62.59	\$40.07	\$22.52	\$160.09
15% increase year one	Sewer Base	\$218.31	\$122.82	\$873.25	\$85.36	\$54.66	\$30.70	\$218.31
	Water Use	\$103.84	\$74.94	\$182.14	\$37.98	\$41.45	\$56.96	\$63.16
	Sewer Use	\$63.90	\$46.12	\$112.09	\$23.37	\$25.50	\$35.05	\$38.86
Total Water & Sewer		\$546.13	\$333.95	\$1,807.83	\$209.31	\$161.69	\$145.23	\$480.42
Increase cost per month(YEAR THREE)		\$31.72	\$18.11	\$123.15	\$12.36	\$8.19	\$5.14	\$31.07
Year Four - USDA Project 2025-2026								
1% increase year one	Water Base	\$161.69	\$90.97	\$646.76	\$63.22	\$40.48	\$22.74	\$161.69
1% increase year one	Sewer Base	\$220.49	\$124.05	\$881.98	\$86.22	\$55.21	\$31.01	\$220.49
	Water Use	\$104.87	\$75.69	\$183.96	\$38.36	\$41.87	\$57.53	\$63.79
	Sewer Use	\$64.54	\$46.58	\$113.21	\$23.60	\$25.76	\$35.40	\$39.25
Total Water & Sewer		\$551.59	\$337.29	\$1,825.90	\$211.40	\$163.31	\$146.68	\$485.22
Increase cost per month(YEAR FOUR)		\$5.46	\$3.34	\$18.08	\$2.09	\$1.62	\$1.45	\$4.80
Year Four - USDA Project 2026-2027								
1% increase year one	Water Base	\$163.31	\$91.87	\$653.23	\$63.85	\$40.88	\$22.97	\$163.31
1% increase year one	Sewer Base	\$222.69	\$125.29	\$890.80	\$87.08	\$55.76	\$31.32	\$222.69
	Water Use	\$105.92	\$76.45	\$185.80	\$38.74	\$42.28	\$58.10	\$64.42
	Sewer Use	\$65.18	\$47.05	\$114.34	\$23.84	\$26.02	\$35.75	\$39.64
Total Water & Sewer		\$557.11	\$340.66	\$1,844.16	\$213.51	\$164.94	\$148.15	\$490.07
Increase cost per month(YEAR FIVE)		\$5.52	\$3.37	\$18.26	\$2.11	\$1.63	\$1.47	\$4.85

Village of Paw Paw Rate & Fee Schedule

Pt 2 of 3 Utility Schedule

Fees are set by the Village Council under the authority of Chapter 2, Administration, Article V.

Last Updated 5/21/21

Water

Commodity Charge	\$3.38/1000 gallons
Commodity Charge (non residents)	\$5.07/1000 gallons

RTS Residents (by meter size)

	Total
< 1"	\$ 18.21
1"	\$ 29.97
1.5"	\$ 63.55
2"	\$ 110.58
3"	\$ 244.93
4"	\$ 433.02

RTS Non residents: 150% residential rate (by meter size)

	Total
< 1"	\$ 27.32
1"	\$ 44.96
1.5"	\$ 95.33
2"	\$ 165.87
3"	\$ 367.40
4"	\$ 649.53

Connection (tap in) fees

1" or less	\$2,000
1.5"	\$2,000
2"	\$2,000
3"	\$2,000
4"	\$2,500
6" and above	Time and Materials (\$2,500 minimum)

Sewer

Commodity Charge	\$3.64/1000 gallons
Commodity Charge (non residents)	\$5.46/1000 gallons

BOD Demand Charge and Surcharges

BOD Service Demand Charge	\$0.75 per pound/mo
BOD Surcharge	\$0.20/pound
Suspended Solids Surcharge	\$0.25/pound

RTS Residents (by meter size)

	Total
< 1"	\$ 10.12
1"	\$ 16.66
1.5"	\$ 35.32
2"	\$ 61.46
3"	\$ 136.14
4"	\$ 240.68

RTS Non residents: 150% residential rate

	Total
< 1"	\$ 15.18
1"	\$ 24.99
1.5"	\$ 52.98
2"	\$ 92.19
3"	\$ 204.21
4"	\$ 361.02

Connection (tap in) fees

3/4"	\$2,000
1"	\$2,000
2"	\$2,000
4"	\$2,500
6" and above	Time and Materials (\$2,500 minimum)



Utilities

Water Rates

Water \$27.66/REU

Water LCR \$5.44/REU

Water Usage \$6.67/1000 gallons

Bulk Water Rate 11.12/1000 gallons/Ready to Serve Fee

Wastewater Rates

Base Rate per REU: \$35.84

Usage Charge: \$3.03/1000 gallons

Unmetered assumed average usage of 2000 gallons: \$3.03/1000 gallons

Treatment (LASA) \$4.50

REU rates are a constant fee, regardless of the occupancy of the property

Pay My Bill

Click here to pay your utilities bill or contact our office with your questions.

[Pay Now](#)

[View Frequently Asked Questions](#)



Contact us with your questions

[Privacy](#) - [Terms](#)

Our wastewater is collected at four sewage pump stations throughout the Village and then pumped to our wastewater settling lagoons located at the north end of the Village. Storm drainage, rainwater, snow melt are collected via a separate storm drain system that discharges into the County Drain system, to Brush Creek and the Paw Paw River.

We ask to all residents in the Village **to not discharge basement ground water (via sump pump) collected water into household sewer lines**. The sewage treatment center is sized only for sewage treatment, to which ground water does not apply. The processing of unnecessary groundwater stresses the overall system, thus increasing electric costs at the pumping stations.

Water & Sewer Costs

Monthly water and sewer rates effective March 1, 2020

- \$ 20.85 monthly flat demand water fee, AKA Water Basic fee (“WB” on bill) / Previously \$20.24 (2019)
- \$ 14.91 monthly flat demand sewer fee, AKA Sewer Basic fee (“SB” on bill) / Previously \$14.48 (2019)
- \$ 5.98 per 1000 gallons for water, AKA Water Usage (“WA”on bill) / Previously \$4.86 (2019)
- \$ 5.53 per 1000 gallons for sewer, AKA Sewer Usage (“SA” on bill) / Previously \$5.37 (2019),

All meters are read and billed monthly. The monthly water & sewer demand fees totaling \$35.76 (\$20.85 WB + \$14.91 SB) are considered a quantity of 1 Residential Equivalent Unit (REU). High water users are charged multiple monthly REUs based on their annual measured water usage. Contact the Village office for further information on this calculation formula.

Water Reduction Meters Residents can purchase a separate water meter to meter water discharged into pools or gardens. This would allow the resident to deduct this metered use from the sewer charge portion of the bill since the water was not discharged into the Village

Public Services

Administrative

Personnel

Planning

Development Finance Authority

Downtown Development Authority

Community Development

Parks and Recreation

Services

Ordinances

Permits and Requests

Marihuana

Water and Sewer

Wellhead

Frozen Water

Taxes

Community

Christmas in the Village

Farmers Market

Ox Roast and Homecoming

Watermelon Run

Old Town Hall

Gallery

Business

Lawrence-Crandall Business Park

Redevelopment Ready

Contact Us

Select Language

Privacy - Terms

The Lawrence Downtown Development Authority (DDA) welcomed three new downtown businesses during an open house held Tuesday, Jan. 11. Shown in back row, from left, are Sarah Stockman, of Humble Collective; Jenny Shaffer, Sunfinity Tanning, and Dale Gribler, Lawrence DDA member; in the front row, from left, David Quick, Lawrence Village Council president; Michelle Miller, Conquer Nutrition, and Steve Petersen DDA member. The three businesses received doormats, compliments of the Lawrence DDA.

Courier-Leader photo/Paul Garrod

Lawton Village approves new water, sewer rates

*By Paul Garrod
Staff Writer*

LAWTON - Village of Lawton residents will soon see new water and sewer rates, following action Tuesday night, Jan. 11 by the Lawton Village Council.

The council passed Resolution #01-2022 that will increase the water rates with the March, 2022 billing. The new rates include a monthly Ready To Serve (RTS) monthly fee in the amount of \$17.60 per month for meters under 1", plus a water usage "commodity" charge based on the amount of water used by

each customer. The Water Commodity charge will be \$4.05 per 1,000 gallons used. Additionally, the Service Connection fee will increase to \$1,500 for each new connection.

The Council also passed Resolution #2-2022 to establish new sewer rates effective with the March 2022 billing. The sewer rates also include an increase Ready To Serve (RTS) monthly fee. This Ready To Serve charge is being gradually implemented at 25 percent each year over four years for all meters 1" and over. For meters under 1" the RTS will be \$38 monthly.

The monthly sewer rates will also include a commodity charge based on the amount of water used. This rate is \$5 per 1,000 gallons used.

A "winter average" will be established by averaging the December, January and February meter reads and applying that average to the June, July and August meter reads. This provides accommodations for outdoor water use that does not go into the sanitary sewer system during the summer months. Additionally, the Service Connection fee will increase to \$1,500 for each new sewer connection.

K of C to sponsor three-point shooting competition

PAW PAW - The Knights of Columbus will host a three-point shootout competition, Jan. 30, at 2 p.m. at the Paw Paw High School gymnasium. It is open to all area high school students.

Also, all boys and girls, ages 9-14, as of Jan. 1, are welcome to compete in a free

throw competition, beginning at 1 p.m. Registration begins at 12:30 p.m. in the high school gym.

Participants must have a birth certificate to register for the free throw competition. For more information, contact Bill at (269) 657-2208 or (269) 330-5126.

Lawrence Village Council places 10 acres of village-owned property for sale

*By Paul Garrod
Staff Writer*

LAWRENCE - The Lawrence Village Council Tuesday night, Jan. 11, approved a motion to place 10 acres of village owned property for sale.

The land, located on Bangor Road, was gifted to the village approximately 10 years ago. The parcel is currently zoned residential. Lawrence Village Manager Theresa Stroud said the village's realtor asked if the village council would consider a land contract for

the parcel, and if it would also allow a campground on the site.

Village Council member Mary Webster said, "We need a whole lot more information including feedback from the neighbors (on this) before moving forward. I have concerns."

Also on Tuesday, the council approved the sale of a .04-acre lot to Veronica Blake for \$2,500. The village-owned lot is in Blakes's backyard. "There's nothing the village can do with it. The \$2,500, we can do something with that,"

said Stroud.

The council also approved a motion to move forward with installing fiber optic cable in the Lawrence Village Park. "It would be a great idea and very smart to do it," said Council member Webster. She added, "I think it would be a huge draw and I support it 100 percent." Council trustees also cited that usage would not only come from park patrons but would be a boost for the Lawrence Farmers' Market, as well as the Lawrence Ox Roast & Homecoming.

Grad Bash, Strand to hold fundraiser

PAW PAW - Paw Paw High School Grad Bash and The Strand Theater, Paw Paw, will present Sing 2 on Saturday, Jan. 22, at 3 p.m.

All tickets are \$5. Tickets may be pur-

chased from any Grad Bash Committee member or may also be purchased at the door.

Proceeds will go to the Paw Paw Class of 2022 Grad Bash Event.

Three qualify for state DECA competition

PAW PAW - Several Paw Paw High School students competed in the District 3 DECA Conference held Friday, Jan. 14. Trevor Ransler, Manroop Kaur and Manjot Singh earned Overall Finalists medals in

their events and have now qualified for the State Conference to be held in Detroit on March 10. Tyler Southworth also earned a medal for his comprehensive test score.

MICHIGAN RURAL WATER ASSOCIATION RATE EVALUATION PROGRAM

2

Village of Mattawan				PERCENT		2013	
FINAL RATE ANALYSIS Sewer				BASE RATE			
	TOTAL BUDGET	0%	Principle Bond	COST PER 3/4" METER	VARIABLE PORTION	COST / UNIT OF WATER	
LABOR & BENEFITS	\$ 63,812.00	0%	\$ -	\$ -	\$ 63,812.00	\$ 0.48	
OPERATIONAL EXPENSES / VARIABLE	\$ 461,366.40	0%	\$ -	\$ -	\$ 461,366.40	\$ 3.45	
LOANS / BONDS / INTEREST - ANNUAL PAYMENT	\$ 397,141.00	33%	\$ 129,150.25	\$ 14.60	\$ 267,990.75	\$ 2.00	
DEPRECIATION FUND	\$ -	0%	\$ -	\$ -	\$ -	\$ -	
REPAIR REPLACEMENT & IMPROVEMENT	\$ -	0%	\$ -	\$ -	\$ -	\$ -	
EQUIPMENT REPLACEMENT	\$ 1,523.31	0%	\$ -	\$ -	\$ 1,523.31	\$ 0.01	
CAPITAL IMPROVEMENT	\$ 18,950.00	0%	\$ -	\$ -	\$ 18,950.00	\$ 0.14	
TOTALS	\$ 942,792.71	0%	\$ 129,150.25	\$ 14.60	\$ 813,642.46	\$ 6.08	
BILLING UNITS			8,844		133,798		
NON OPERATING INCOME REDUCTION				\$ -		\$ 0.97	
SUGGESTED RATES - BASED ON COST PER >				REU / METER	UNIT / Sewer	\$ 5.11	
				\$ 14.60			
Reserve Portion of Budget 2%							
Gallons Included with Minimum Bill = 0							

MICHIGAN RURAL WATER ASSOCIATION RATE EVALUATION PROGRAM

Village of Mattawan					2013	
FINAL RATE ANALYSIS Sewer				PERCENT BASE RATE		
	TOTAL BUDGET	0%	Principle Bond	COST PER 3/4" METER	VARIABLE PORTION	COST / UNIT OF WATER
LABOR & BENEFITS	\$ 63,812.00	0%	\$ -	\$ -	\$ 63,812.00	\$ 0.48
OPERATIONAL EXPENSES / VARIABLE	\$ 461,366.40	0%	\$ -	\$ -	\$ 461,366.40	\$ 3.45
LOANS / BONDS / INTEREST - ANNUAL PAYMENT	\$ 397,141.00	33%	\$ 129,150.25	14.60	\$ 267,990.75	\$ 2.00
DEPRECIATION FUND	\$ -	0%	\$ -	\$ -	\$ -	\$ -
REPAIR REPLACEMENT & IMPROVEMENT	\$ -	0%	\$ -	\$ -	\$ -	\$ -
EQUIPMENT REPLACEMENT	\$ 1,523.31	0%	\$ -	\$ -	\$ 1,523.31	\$ 0.01
CAPITAL IMPROVEMENT	\$ 18,950.00	0%	\$ -	\$ -	\$ 18,950.00	\$ 0.14
		0%	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 942,792.71		\$ 129,150.25	14.60	\$ 813,642.46	\$ 6.08
BILLING UNITS			8,844		133,798	
NON OPERATING INCOME REDUCTION				\$ -		\$ 0.97
SUGGESTED RATES - BASED ON COST PER >				REU / METER	UNIT / Sewer	\$ 5.11
Reserve Portion of Budget 2%						
Gallons Included with Minimum Bill = 0						



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Christopher Tapper, Village Manager
REVIEWED BY: N/A
DATE: February 7, 2022

SUBJECT: Fiscal Year 2022 Amendments Resolution 2022-01

Action Requested:

It is requested the Village Council adopt Resolution 2022-01 fiscal year 2022 budget amendments.

Background:

As the fiscal year 2022 comes to a close at the end of February 2023. Staff has reviewed the following revenue and expenditure report to determine the variances. Resolution 2022-01 outlines the amendments by fund.

Attachments:

Resolution 2022-01

VILLAGE OF DECATUR
COUNTY OF VAN BUREN
STATE OF MICHIGAN

RESOLUTION 2022-01: A RESOLUTION ADOPTING THE FISCAL YEAR 2022 BUDGET AMENDMENTS FOR THE VILLAGE OF DECATUR; APPROPRIATING THE AMOUNTS NECESSARY FOR MUNICIPAL PURPOSES; PROVIDING FOR THE LEVY OF THE AMOUNT NECESSARY TO BE RAISED BY AD VALOREM TAXES UPON REAL AND PERSONAL PROPERTY FOR MUNICIPAL PURPOSES; IN ACCORDANCE WITH THE UNIFORM BUDGETING AND ACCOUNTING ACT (MCL 141).

At a Regular Meeting of the Village Council of the Village of Decatur, Michigan, held at Village Hall on February 7, 2022, the following Resolution was offered.

WHEREAS, The Chief Administrative Officer of the Village of Decatur has prepared and presented a budget amendment to commence March 1, 2021, to expire February 28, 2022, for Fiscal Year 2022, and;

WHEREAS, It is necessary to provide for the implementation, operation and periodic adjustment of this act;

REVENUES

GL NUMBER	DESCRIPTION	FY22 AMENDMENTS
101	GENERAL FUND	\$852,000.00
202	MAJOR ROAD FUND	\$171,300.00
203	LOCAL ROAD FUND	\$224,400.00
213	SALVAGE VIN FUND	\$14,515.00
230	STREETS FUND	\$170,600.00
244	BUSINESS LOANS FUND	\$8,045.00
245	HOME REHAB FUND	\$2,411.00
248	DDA FUND	\$19,080.00
590	SEWER FUND	\$230,095.00
591	WATER FUND	\$312,500.00
596	GARBAGE COLLECTION FUND	\$117,380.00
661	MOTOR POOL FUND	\$151,801.05
	OTHER	\$90,660.00
	GRAND TOTAL	\$2,364,786.00

EXPENSES

GL NUMBER	DESCRIPTION	FY22 AMENDMENTS
101	GENERAL FUND	\$852,000.00
202	MAJOR ROAD FUND	\$68,450.00
203	LOCAL ROAD FUND	\$178,700.00
213	SALVAGE VIN FUND	\$20,800.00
230	STREETS FUND	\$125,000.00
244	BUSINESS LOANS FUND	\$300.00
245	HOME REHAB FUND	\$300.00
248	DDA FUND	\$10,370.00
590	SEWER FUND	\$213,690.00
591	WATER FUND	\$266,125.00
596	GARBAGE COLLECTION FUND	\$125,000.00
661	MOTOR POOL FUND	\$214,160.00
	OTHER	\$0.00
	GRAND TOTAL	\$2,074,895.00

NOW THEREFORE BE IT RESOLVED that the proposed budget document as presented by the Village Manager, titled Village of Decatur Fiscal Year 2022 Budget AMENDMENTS, covering March 1, 2021, through February 28, 2022, be adopted by fund, and the Village Manager is hereby authorized to make expenditures and amendments provided for in said budget, provided such expenditures are made in accordance with General Village Charter and Policies, and:

BE IT FURTHER RESOLVED, The Village of Decatur does hereby direct the levy of 11.4487 mills for Operating, 4.5793 mills for Streets from all non-exempt properties within the Village of Decatur limits, and a 1.8314 mill in additional tax on properties located within the designated Downtown Development District.

RESOLUTION DECLARED ADOPTED, this 7th day of February 2022.



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Christopher Tapper, Village Manager
REVIEWED BY: N/A
DATE: February 7, 2022

SUBJECT: MDOT Contract 21-5504 (Prairie Ronde)

Action Requested:

It is requested the Village Council adopt Resolution 2022-03 and approve MDOT Contract Number 21-5504.

Background:

The Village of Decatur has been working towards the goal and objective to reconstruct the roadway along Prairie Ronde Street, from George Street easterly to the Decatur village limits near Harrison Street. The reconstruct will include, hot mix asphalt base crushing, shaping and paving, aggregate base and shoulder, Trenching, signing and pavement marketing and all together with necessary related work.

The following resolution is offered to administrative approve the contract between the Village of Decatur and the Michigan Department of Transportation. The following estimated cost has been Submitted;

Grand Total Estimated Cost	\$342,000.00
Less Federal Funds	\$273,600.00
Village of Decatur	\$68,400.00

The estimated cost for the Village of Decatur share is included with the Fiscal Year Budget 2023.

Attachments:

Resolution 2022-03
MDOT Contract 21-5504

VILLAGE OF DECATUR
COUNTY OF VAN BUREN
STATE OF MICHIGAN

RESOLUTION 2022-003: A RESOLUTION TO APPROVE A CONTRACT BETWEEN THE VILLAGE OF DECATUR AND THE MICHIGAN DEPARTMENT OF TRANSPORTATION.

Minutes of a regular meeting of the Council of the Village of Decatur, Van Buren County, Michigan, held in the Village of Decatur, 114 N. Phelps Street, in said Village, on February 7, 2022, at 7:00 PM.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Trustee _____ supported by Trustee _____

WHEREAS, the Village of Decatur is approving **CONTRACT NUMBER 21-5504, CONTROL SECTION STL 80000, JOB NUMBER 206994CON,**

WHEREAS, MDOT requires a formal commitment from the public agency that will be receiving these funds and will be implementing and maintaining these infrastructure projects,

NOW, THEREFORE, BE IT RESOLVED THAT, the Village has authorized Christopher Tapper, Village Manager, to act as agent on behalf of the Village to execute the contract on behalf of the Village of Decatur,

BE IT FURTHER RESOLVED THAT, the Village attests to the existence of, and commits to, providing at least \$68,400.00 toward the construction costs of the project(s), and all costs for design, permit fees, administration costs, and cost overruns.

AYES: _____

NAYS: _____

ABSENT: _____

CERTIFICATION

I, Megan Duncan, appointed Clerk of the Village Council hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Village Council of the Village of Decatur, County of Van Buren, State of Michigan, at a meeting held on February 7, 2022, the original of which is on file in my office and available to the public. Public notice of said meeting was given pursuant to and in compliance the Open Meetings Act, Act No. 267 of the Public Acts of Michigan 1976, including the case of a special or rescheduled meeting, notice by posting at least 18 hours prior to the time set for said meeting.

Megan Duncan, Village Clerk & Treasurer

STP

DA

Control Section	STL 80000
Job Number	206994CON
Project	22A0131
CFDA No.	20.205 (Highway Research Planning & Construction)
Contract No.	21-5504

PART I

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; and the VILLAGE OF DECATUR, a Michigan municipal corporation, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in agreeing to the following improvements, in Decatur, Michigan, hereinafter referred to as the "PROJECT" and estimated in detail on EXHIBIT "I", dated January 5, 2022, attached hereto and made a part hereof:

Roadway reconstruction along Prairie Ronde Street from George Street easterly to the Decatur village limits near Harrison Street, including hot mix asphalt base crushing, shaping and paving, aggregate base and shoulders, trenching, signing and pavement markings; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

SURFACE TRANSPORTATION PROGRAM

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, in consideration of the premises and of the mutual undertakings of the parties and in conformity with applicable law, it is agreed:

1. The parties hereto shall undertake and complete the PROJECT in accordance with the terms of this contract.

2. The term "PROJECT COST", as herein used, is hereby defined as the cost of the physical construction necessary for the completion of the PROJECT, including any other costs incurred by the DEPARTMENT as a result of this contract, except construction engineering and inspection.

No charges will be made by the DEPARTMENT to the PROJECT for any inspection work or construction engineering.

The costs incurred by the REQUESTING PARTY for preliminary engineering, construction engineering, construction materials testing, inspection, and right-of-way are excluded from the PROJECT COST as defined by this contract.

The Michigan Department of Environment, Great Lakes, and Energy has informed the DEPARTMENT that it adopted new administrative rules (R 325.10101, et. seq.) which prohibit any governmental agency from connecting and/or reconnecting lead and/or galvanized service lines to existing and/or new water main. Questions regarding these administrative rules should be directed to Michigan Department of Environment, Great Lakes, and Energy. The cost associated with replacement of any lead and/or galvanized service lines, including but not limited to contractor claims, will be the sole responsibility of the REQUESTING PARTY.

3. The DEPARTMENT is authorized by the REQUESTING PARTY to administer on behalf of the REQUESTING PARTY all phases of the PROJECT, including advertising and awarding the construction contract for the PROJECT or portions of the PROJECT. Such administration shall be in accordance with PART II, Section II of this contract.

Any items of the PROJECT COST incurred by the DEPARTMENT may be charged to the PROJECT.

4. The REQUESTING PARTY, at no cost to the PROJECT or to the DEPARTMENT, shall:

- A. Design or cause to be designed the plans for the PROJECT.
- B. Appoint a project engineer who shall be in responsible charge of the PROJECT and ensure that the plans and specifications are followed.
- C. Perform or cause to be performed the construction engineering, construction materials testing, and inspection services necessary for the completion of the PROJECT.

The REQUESTING PARTY will furnish the DEPARTMENT proposed timing sequences for trunkline signals that, if any, are being made part of the improvement. No timing adjustments shall be made by the REQUESTING PARTY at any trunkline intersection, without prior issuances by the DEPARTMENT of Standard Traffic Signal Timing Permits.

5. The PROJECT COST shall be met in part by contributions by the Federal Government. Federal Surface Transportation Funds shall be applied to the eligible items of the PROJECT COST up to the lesser of: (1) \$279,312, or (2) an amount such that 80 percent, the normal Federal participation ratio for such funds, is not exceeded at the time of the award of the construction contract. The balance of the PROJECT COST, after deduction of Federal Funds, shall be charged to and paid by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

Any items of PROJECT COST not reimbursed by Federal Funds shall be the sole responsibility of the REQUESTING PARTY.

6. No working capital deposit will be required for this PROJECT.

In order to fulfill the obligations assumed by the REQUESTING PARTY under the provisions of this contract, the REQUESTING PARTY shall make prompt payments of its share of the PROJECT COST upon receipt of progress billings from the DEPARTMENT as herein provided. All payments will be made within 30 days of receipt of billings from the DEPARTMENT. Billings to the REQUESTING PARTY will be based upon the REQUESTING PARTY'S share of the actual costs incurred less Federal Funds earned as the PROJECT progresses.

7. Upon completion of construction of the PROJECT, the REQUESTING PARTY will promptly cause to be enacted and enforced such ordinances or regulations as may be necessary to prohibit parking in the roadway right-of-way throughout the limits of the PROJECT.

8. The performance of the entire PROJECT under this contract, whether Federally funded or not, will be subject to the provisions and requirements of PART II that are applicable to a Federally funded project.

In the event of any discrepancies between PART I and PART II of this contract, the provisions of PART I shall prevail.

Buy America Requirements (23 CFR 635.410) shall apply to the PROJECT and will be adhered to, as applicable, by the parties hereto.

9. The REQUESTING PARTY certifies that it is not aware if and has no reason to believe that the property on which the work is to be performed under this agreement is a facility, as defined by the Michigan Natural Resources and Environmental Protection Act [(NREPA), PA 451, 1994, as amended 2012]; MCL 324.20101(1)(s). The REQUESTING PARTY also certifies that it is not a liable party pursuant to either Part 201 or Part 213 of NREPA, MCL

324.20126 et seq. and MCL 324.21323a et seq. The REQUESTING PARTY is a local unit of government that has acquired or will acquire property for the use of either a transportation corridor or public right-of-way and was not responsible for any activities causing a release or threat of release of any hazardous materials at or on the property. The REQUESTING PARTY is not a person who is liable for response activity costs, pursuant to MCL 324.20101 (vv) and (ww).

10. If, subsequent to execution of this contract, previously unknown hazardous substances are discovered within the PROJECT limits, which require environmental remediation pursuant to either state or federal law, the REQUESTING PARTY, in addition to reporting that fact to the Michigan Department of Environment, Great Lakes, and Energy, shall immediately notify the DEPARTMENT, both orally and in writing of such discovery. The DEPARTMENT shall consult with the REQUESTING PARTY to determine if it is willing to pay for the cost of remediation and, with the FHWA, to determine the eligibility, for reimbursement, of the remediation costs. The REQUESTING PARTY shall be charged for and shall pay all costs associated with such remediation, including all delay costs of the contractor for the PROJECT, in the event that remediation and delay costs are not deemed eligible by the FHWA. If the REQUESTING PARTY refuses to participate in the cost of remediation, the DEPARTMENT shall terminate the PROJECT. The parties agree that any costs or damages that the DEPARTMENT incurs as a result of such termination shall be considered a PROJECT COST.

11. If federal and/or state funds administered by the DEPARTMENT are used to pay the cost of remediating any hazardous substances discovered after the execution of this contract and if there is a reasonable likelihood of recovery, the REQUESTING PARTY, in cooperation with the Michigan Department of Environment, Great Lakes, and Energy and the DEPARTMENT, shall make a diligent effort to recover such costs from all other possible entities. If recovery is made, the DEPARTMENT shall be reimbursed from such recovery for the proportionate share of the amount paid by the FHWA and/or the DEPARTMENT and the DEPARTMENT shall credit such sums to the appropriate funding source.

12. The DEPARTMENT'S sole reason for entering into this contract is to enable the REQUESTING PARTY to obtain and use funds provided by the Federal Highway Administration pursuant to Title 23 of the United States Code.

Any and all approvals of, reviews of, and recommendations regarding contracts, agreements, permits, plans, specifications, or documents, of any nature, or any inspections of work by the DEPARTMENT or its agents pursuant to the terms of this contract are done to assist the REQUESTING PARTY in meeting program guidelines in order to qualify for available funds. Such approvals, reviews, inspections and recommendations by the DEPARTMENT or its agents shall not relieve the REQUESTING PARTY and the local agencies, as applicable, of their ultimate control and shall not be construed as a warranty of their propriety or that the DEPARTMENT or its agents is assuming any liability, control or jurisdiction.

The providing of recommendations or advice by the DEPARTMENT or its agents does not relieve the REQUESTING PARTY and the local agencies, as applicable, of their exclusive jurisdiction of the highway and responsibility under MCL 691.1402 et seq., as amended.

When providing approvals, reviews and recommendations under this contract, the DEPARTMENT or its agents is performing a governmental function, as that term is defined in MCL 691.1401 et seq., as amended, which is incidental to the completion of the PROJECT.

Upon completion of the PROJECT, the REQUESTING PARTY shall accept the facilities constructed as built to specifications within the contract documents. It is understood that the REQUESTING PARTY shall own the facilities and shall operate and maintain the facilities in accordance with applicable law.

13. The DEPARTMENT, by executing this contract, and rendering services pursuant to this contract, has not and does not assume jurisdiction of the highway, described as the PROJECT for purposes of MCL 691.1402 et seq., as amended. Exclusive jurisdiction of such highway for the purposes of MCL 691.1402 et seq., as amended, rests with the REQUESTING PARTY and other local agencies having respective jurisdiction.

14. The REQUESTING PARTY shall approve all of the plans and specifications to be used on the PROJECT and shall be deemed to have approved all changes to the plans and specifications when put into effect. It is agreed that ultimate responsibility and control over the PROJECT rests with the REQUESTING PARTY and local agencies, as applicable.

15. The REQUESTING PARTY agrees that the costs reported to the DEPARTMENT for this contract will represent only those items that are properly chargeable in accordance with this contract. The REQUESTING PARTY also certifies that it has read the contract terms and has made itself aware of the applicable laws, regulations, and terms of this contract that apply to the reporting of costs incurred under the terms of this contract.

16. Each party to this contract will remain responsible for any and all claims arising out of its own acts and/or omissions during the performance of the contract, as provided by this contract or by law. In addition, this is not intended to increase or decrease either party's liability for or immunity from tort claims. This contract is also not intended to nor will it be interpreted as giving either party a right of indemnification, either by contract or by law, for claims arising out of the performance of this contract.

17. The parties shall promptly provide comprehensive assistance and cooperation in defending and resolving any claims brought against the DEPARTMENT by the contractor, vendors or suppliers as a result of the DEPARTMENT'S award of the construction contract for the PROJECT. Costs incurred by the DEPARTMENT in defending or resolving such claims shall be considered PROJECT COSTS.

18. The DEPARTMENT shall require the contractor who is awarded the contract for the construction of the PROJECT to provide insurance in the amounts specified and in accordance with the DEPARTMENT'S current Standard Specifications for Construction and to:

- A. Maintain bodily injury and property damage insurance for the duration of the PROJECT.

- B. Provide owner's protective liability insurance naming as insureds the State of Michigan, the Michigan State Transportation Commission, the DEPARTMENT and its officials, agents and employees, the REQUESTING PARTY and any other county, county road commission, or municipality in whose jurisdiction the PROJECT is located, and their employees, for the duration of the PROJECT and to provide, upon request, copies of certificates of insurance to the insureds. It is understood that the DEPARTMENT does not assume jurisdiction of the highway described as the PROJECT as a result of being named as an insured on the owner's protective liability insurance policy.
- C. Comply with the requirements of notice of cancellation and reduction of insurance set forth in the current standard specifications for construction and to provide, upon request, copies of notices and reports prepared to those insured.

19. This contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the parties hereto and upon the adoption of the necessary resolutions approving said contract and authorizing the signatures thereto of the respective officials of the REQUESTING PARTY, a certified copy of which resolution shall be attached to this contract.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed as written below.

VILLAGE OF DECATUR

MICHIGAN DEPARTMENT
OF TRANSPORTATION

By _____
Title:

By _____
Department Director MDOT

By _____
Title:



January 5, 2022

EXHIBIT I

CONTROL SECTION	STL 80000
JOB NUMBER	206994CON
PROJECT	22A0131

ESTIMATED COST

CONTRACTED WORK

Estimated Cost	\$342,000
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COST PARTICIPATION

GRAND TOTAL ESTIMATED COST	\$342,000
Less Federal Funds*	<u>\$273,600</u>
BALANCE (REQUESTING PARTY'S SHARE)	\$ 68,400

*Federal Funds for the PROJECT are limited to an amount as described in Section 5.

NO DEPOSIT

DOT

TYPE B
BUREAU OF HIGHWAYS
03-15-93

PART II

STANDARD AGREEMENT PROVISIONS

SECTION I COMPLIANCE WITH REGULATIONS AND DIRECTIVES

SECTION II PROJECT ADMINISTRATION AND SUPERVISION

SECTION III ACCOUNTING AND BILLING

SECTION IV MAINTENANCE AND OPERATION

SECTION V SPECIAL PROGRAM AND PROJECT CONDITIONS

SECTION I

COMPLIANCE WITH REGULATIONS AND DIRECTIVES

- A. To qualify for eligible cost, all work shall be documented in accordance with the requirements and procedures of the DEPARTMENT.
- B. All work on projects for which reimbursement with Federal funds is requested shall be performed in accordance with the requirements and guidelines set forth in the following Directives of the Federal-Aid Policy Guide (FAPG) of the FHWA, as applicable, and as referenced in pertinent sections of Title 23 and Title 49 of the Code of Federal Regulations (CFR), and all supplements and amendments thereto.
 - 1. Engineering
 - a. FAPG (6012.1): Preliminary Engineering
 - b. FAPG (23 CFR 172): Administration of Engineering and Design Related Service Contracts
 - c. FAPG (23 CFR 635A): Contract Procedures
 - d. FAPG (49 CFR 18.22): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments—Allowable Costs
 - 2. Construction
 - a. FAPG (23 CFR 140E): Administrative Settlement Costs-Contract Claims
 - b. FAPG (23 CFR 140B): Construction Engineering Costs
 - c. FAPG (23 CFR 17): Recordkeeping and Retention Requirements for Federal-Aid Highway Records of State Highway Agencies
 - d. FAPG (23 CFR 635A): Contract Procedures
 - e. FAPG (23 CFR 635B): Force Account Construction
 - f. FAPG (23 CFR 645A): Utility Relocations, Adjustments and Reimbursement

- g. FAPG (23 CFR 645B): Accommodation of Utilities (PPM 30-4.1)
 - h. FAPG (23 CFR 655F): Traffic Control Devices on Federal-Aid and other Streets and Highways
 - i. FAPG (49 CFR 18.22): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments—Allowable Costs
- 3. Modification Or Construction Of Railroad Facilities
 - a. FAPG (23 CFR 140I): Reimbursement for Railroad Work
 - b. FAPG (23 CFR 646B): Railroad Highway Projects
- C. In conformance with FAPG (23 CFR 630C) Project Agreements, the political subdivisions party to this contract, on those Federally funded projects which exceed a total cost of \$100,000.00 stipulate the following with respect to their specific jurisdictions:
 - 1. That any facility to be utilized in performance under or to benefit from this contract is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities issued pursuant to the requirements of the Federal Clean Air Act, as amended, and the Federal Water Pollution Control Act, as amended.
 - 2. That they each agree to comply with all of the requirements of Section 114 of the Federal Clean Air Act and Section 308 of the Federal Water Pollution Control Act, and all regulations and guidelines issued thereunder.
 - 3. That as a condition of Federal aid pursuant to this contract they shall notify the DEPARTMENT of the receipt of any advice indicating that a facility to be utilized in performance under or to benefit from this contract is under consideration to be listed on the EPA List of Violating Facilities.
- D. Ensure that the PROJECT is constructed in accordance with and incorporates all committed environmental impact mitigation measures listed in approved environmental documents unless modified or deleted by approval of the FHWA.
- E. All the requirements, guidelines, conditions and restrictions noted in all other pertinent Directives and Instructional Memoranda of the FHWA will apply to this contract and will be adhered to, as applicable, by the parties hereto.

SECTION II

PROJECT ADMINISTRATION AND SUPERVISION

- A. The DEPARTMENT shall provide such administrative guidance as it determines is required by the PROJECT in order to facilitate the obtaining of available federal and/or state funds.
- B. The DEPARTMENT will advertise and award all contracted portions of the PROJECT work. Prior to advertising of the PROJECT for receipt of bids, the REQUESTING PARTY may delete any portion or all of the PROJECT work. After receipt of bids for the PROJECT, the REQUESTING PARTY shall have the right to reject the amount bid for the PROJECT prior to the award of the contract for the PROJECT only if such amount exceeds by ten percent (10%) the final engineer's estimate therefor. If such rejection of the bids is not received in writing within two (2) weeks after letting, the DEPARTMENT will assume concurrence. The DEPARTMENT may, upon request, readvertise the PROJECT. Should the REQUESTING PARTY so request in writing within the aforesaid two (2) week period after letting, the PROJECT will be cancelled and the DEPARTMENT will refund the unused balance of the deposit less all costs incurred by the DEPARTMENT.
- C. The DEPARTMENT will perform such inspection services on PROJECT work performed by the REQUESTING PARTY with its own forces as is required to ensure compliance with the approved plans & specifications.
- D. On those projects funded with Federal monies, the DEPARTMENT shall as may be required secure from the FHWA approval of plans and specifications, and such cost estimates for FHWA participation in the PROJECT COST.
- E. All work in connection with the PROJECT shall be performed in conformance with the Michigan Department of Transportation Standard Specifications for Construction, and the supplemental specifications, Special Provisions and plans pertaining to the PROJECT and all materials furnished and used in the construction of the PROJECT shall conform to the aforesaid specifications. No extra work shall be performed nor changes in plans and specifications made until said work or changes are approved by the project engineer and authorized by the DEPARTMENT.

- F. Should it be necessary or desirable that portions of the work covered by this contract be accomplished by a consulting firm, a railway company, or governmental agency, firm, person, or corporation, under a subcontract with the REQUESTING PARTY at PROJECT expense, such subcontracted arrangements will be covered by formal written agreement between the REQUESTING PARTY and that party.

This formal written agreement shall: include a reference to the specific prime contract to which it pertains; include provisions which clearly set forth the maximum reimbursable and the basis of payment; provide for the maintenance of accounting records in accordance with generally accepted accounting principles, which clearly document the actual cost of the services provided; provide that costs eligible for reimbursement shall be in accordance with clearly defined cost criteria such as 49 CFR Part 18, 48 CFR Part 31, 23 CFR Part 140, OMB Circular A-87, etc. as applicable; provide for access to the department or its representatives to inspect and audit all data and records related to the agreement for a minimum of three years after the department's final payment to the local unit.

All such agreements will be submitted for approval by the DEPARTMENT and, if applicable, by the FHWA prior to execution thereof, except for agreements for amounts less than \$100,000 for preliminary engineering and testing services executed under and in accordance with the provisions of the "Small Purchase Procedures" FAPG (23 CFR 172), which do not require prior approval of the DEPARTMENT or the FHWA.

Any such approval by the DEPARTMENT shall in no way be construed as a warranty of the subcontractor's qualifications, financial integrity, or ability to perform the work being subcontracted.

- G. The REQUESTING PARTY, at no cost to the PROJECT or the DEPARTMENT, shall make such arrangements with railway companies, utilities, etc., as may be necessary for the performance of work required for the PROJECT but for which Federal or other reimbursement will not be requested.
- H. The REQUESTING PARTY, at no cost to the PROJECT, or the DEPARTMENT, shall secure, as necessary, all agreements and approvals of the PROJECT with railway companies, the Railroad Safety & Tariffs Division of the DEPARTMENT and other concerned governmental agencies other than the FHWA, and will forward same to the DEPARTMENT for such reviews and approvals as may be required.
- I. No PROJECT work for which reimbursement will be requested by the REQUESTING PARTY is to be subcontracted or performed until the DEPARTMENT gives written notification that such work may commence.

- J. The REQUESTING PARTY shall be responsible for the payment of all costs and expenses incurred in the performance of the work it agrees to undertake and perform.
- K. The REQUESTING PARTY shall pay directly to the party performing the work all billings for the services performed on the PROJECT which are authorized by or through the REQUESTING PARTY.
- L. The REQUESTING PARTY shall submit to the DEPARTMENT all paid billings for which reimbursement is desired in accordance with DEPARTMENT procedures.
- M. All work by a consulting firm will be performed in compliance with the applicable provisions of 1980 PA 299, Subsection 2001, MCL 339.2001; MSA 18.425(2001), as well as in accordance with the provisions of all previously cited Directives of the FHWA.
- N. The project engineer shall be subject to such administrative guidance as may be deemed necessary to ensure compliance with program requirement and, in those instances where a consultant firm is retained to provide engineering and inspection services, the personnel performing those services shall be subject to the same conditions.
- O. The DEPARTMENT, in administering the PROJECT in accordance with applicable Federal and State requirements and regulations, neither assumes nor becomes liable for any obligations undertaken or arising between the REQUESTING PARTY and any other party with respect to the PROJECT.
- P. In the event it is determined by the DEPARTMENT that there will be either insufficient Federal funds or insufficient time to properly administer such funds for the entire PROJECT or portions thereof, the DEPARTMENT, prior to advertising or issuing authorization for work performance, may cancel the PROJECT, or any portion thereof, and upon written notice to the parties this contract shall be void and of no effect with respect to that cancelled portion of the PROJECT. Any PROJECT deposits previously made by the parties on the cancelled portions of the PROJECT will be promptly refunded.
- Q. Those projects funded with Federal monies will be subject to inspection at all times by the DEPARTMENT and the FHWA.

SECTION III

ACCOUNTING AND BILLING

A. Procedures for billing for work undertaken by the REQUESTING PARTY:

1. The REQUESTING PARTY shall establish and maintain accurate records, in accordance with generally accepted accounting principles, of all expenses incurred for which payment is sought or made under this contract, said records to be hereinafter referred to as the "RECORDS". Separate accounts shall be established and maintained for all costs incurred under this contract.

The REQUESTING PARTY shall maintain the RECORDS for at least three (3) years from the date of final payment of Federal Aid made by the DEPARTMENT under this contract. In the event of a dispute with regard to the allowable expenses or any other issue under this contract, the REQUESTING PARTY shall thereafter continue to maintain the RECORDS at least until that dispute has been finally decided and the time for all available challenges or appeals of that decision has expired.

The DEPARTMENT, or its representative, may inspect, copy, or audit the RECORDS at any reasonable time after giving reasonable notice.

If any part of the work is subcontracted, the REQUESTING PARTY shall assure compliance with the above for all subcontracted work.

In the event that an audit performed by or on behalf of the DEPARTMENT indicates an adjustment to the costs reported under this contract, or questions the allowability of an item of expense, the DEPARTMENT shall promptly submit to the REQUESTING PARTY, a Notice of Audit Results and a copy of the audit report which may supplement or modify any tentative findings verbally communicated to the REQUESTING PARTY at the completion of an audit.

Within sixty (60) days after the date of the Notice of Audit Results, the REQUESTING PARTY shall: (a) respond in writing to the responsible Bureau or the DEPARTMENT indicating whether or not it concurs with the audit report, (b) clearly explain the nature and basis for any disagreement as to a disallowed item of expense and, (c) submit to the DEPARTMENT a written explanation as to any questioned or no opinion expressed item of expense, hereinafter referred to as the "RESPONSE". The RESPONSE shall be clearly stated and provide any supporting documentation necessary to resolve any disagreement or questioned or no opinion expressed item of expense. Where the documentation is voluminous, the REQUESTING PARTY may supply appropriate excerpts and make alternate

arrangements to conveniently and reasonably make that documentation available for review by the DEPARTMENT. The RESPONSE shall refer to and apply the language of the contract. The REQUESTING PARTY agrees that failure to submit a RESPONSE within the sixty (60) day period constitutes agreement with any disallowance of an item of expense and authorizes the DEPARTMENT to finally disallow any items of questioned or no opinion expressed cost.

The DEPARTMENT shall make its decision with regard to any Notice of Audit Results and RESPONSE within one hundred twenty (120) days after the date of the Notice of Audit Results. If the DEPARTMENT determines that an overpayment has been made to the REQUESTING PARTY, the REQUESTING PARTY shall repay that amount to the DEPARTMENT or reach agreement with the DEPARTMENT on a repayment schedule within thirty (30) days after the date of an invoice from the DEPARTMENT. If the REQUESTING PARTY fails to repay the overpayment or reach agreement with the DEPARTMENT on a repayment schedule within the thirty (30) day period, the REQUESTING PARTY agrees that the DEPARTMENT shall deduct all or a portion of the overpayment from any funds then or thereafter payable by the DEPARTMENT to the REQUESTING PARTY under this contract or any other agreement, or payable to the REQUESTING PARTY under the terms of 1951 PA 51, as applicable. Interest will be assessed on any partial payments or repayment schedules based on the unpaid balance at the end of each month until the balance is paid in full. The assessment of interest will begin thirty (30) days from the date of the invoice. The rate of interest will be based on the Michigan Department of Treasury common cash funds interest earnings. The rate of interest will be reviewed annually by the DEPARTMENT and adjusted as necessary based on the Michigan Department of Treasury common cash funds interest earnings. The REQUESTING PARTY expressly consents to this withholding or offsetting of funds under those circumstances, reserving the right to file a lawsuit in the Court of Claims to contest the DEPARTMENT'S decision only as to any item of expense the disallowance of which was disputed by the REQUESTING PARTY in a timely filed RESPONSE.

The REQUESTING PARTY shall comply with the Single Audit Act of 1984, as amended, including, but not limited to, the Single Audit Amendments of 1996 (31 USC 7501-7507).

The REQUESTING PARTY shall adhere to the following requirements associated with audits of accounts and records:

- a. Agencies expending a total of \$500,000 or more in federal funds, from one or more funding sources in its fiscal year, shall comply with the requirements of the federal Office of Management and Budget (OMB) Circular A-133, as revised or amended.

The agency shall submit two copies of:

The Reporting Package
The Data Collection Form
The management letter to the agency, if one issued by the audit firm

The OMB Circular A-133 audit must be submitted to the address below in accordance with the time frame established in the circular, as revised or amended.

b. Agencies expending less than \$500,000 in federal funds must submit a letter to the Department advising that a circular audit was not required. The letter shall indicate the applicable fiscal year, the amount of federal funds spent, the name(s) of the Department federal programs, and the CFDA grant number(s). This information must also be submitted to the address below.

c. Address: Michigan Department of Education
Accounting Service Center
Hannah Building
608 Allegan Street
Lansing, MI 48909

d. Agencies must also comply with applicable State laws and regulations relative to audit requirements.

e. Agencies shall not charge audit costs to Department's federal programs which are not in accordance with the OMB Circular A-133 requirements.

f. All agencies are subject to the federally required monitoring activities, which may include limited scope reviews and other on-site monitoring.

2. Agreed Unit Prices Work - All billings for work undertaken by the REQUESTING PARTY on an agreed unit price basis will be submitted in accordance with the Michigan Department of Transportation Standard Specifications for Construction and pertinent FAPG Directives and Guidelines of the FHWA.
3. Force Account Work and Subcontracted Work - All billings submitted to the DEPARTMENT for Federal reimbursement for items of work performed on a force account basis or by any subcontract with a consulting firm, railway company, governmental agency or other party, under the terms of this contract, shall be prepared in accordance with the provisions of the pertinent FHPM Directives and the procedures of the DEPARTMENT. Progress billings may be submitted monthly during the time work is being performed provided, however, that no bill of a lesser amount than \$1,000.00 shall be submitted unless it is a final

or end of fiscal year billing. All billings shall be labeled either "Progress Bill Number _____", or "Final Billing".

4. Final billing under this contract shall be submitted in a timely manner but not later than six months after completion of the work. Billings for work submitted later than six months after completion of the work will not be paid.
5. Upon receipt of billings for reimbursement for work undertaken by the REQUESTING PARTY on projects funded with Federal monies, the DEPARTMENT will act as billing agent for the REQUESTING PARTY, consolidating said billings with those for its own force account work and presenting these consolidated billings to the FHWA for payment. Upon receipt of reimbursement from the FHWA, the DEPARTMENT will promptly forward to the REQUESTING PARTY its share of said reimbursement.
6. Upon receipt of billings for reimbursement for work undertaken by the REQUESTING PARTY on projects funded with non-Federal monies, the DEPARTMENT will promptly forward to the REQUESTING PARTY reimbursement of eligible costs.

B. Payment of Contracted and DEPARTMENT Costs:

1. As work on the PROJECT commences, the initial payments for contracted work and/or costs incurred by the DEPARTMENT will be made from the working capital deposit. Receipt of progress payments of Federal funds, and where applicable, State Critical Bridge funds, will be used to replenish the working capital deposit. The REQUESTING PARTY shall make prompt payments of its share of the contracted and/or DEPARTMENT incurred portion of the PROJECT COST upon receipt of progress billings from the DEPARTMENT. Progress billings will be based upon the REQUESTING PARTY'S share of the actual costs incurred as work on the PROJECT progresses and will be submitted, as required, until it is determined by the DEPARTMENT that there is sufficient available working capital to meet the remaining anticipated PROJECT COSTS. All progress payments will be made within thirty (30) days of receipt of billings. No monthly billing of a lesser amount than \$1,000.00 will be made unless it is a final or end of fiscal year billing. Should the DEPARTMENT determine that the available working capital exceeds the remaining anticipated PROJECT COSTS, the DEPARTMENT may reimburse the REQUESTING PARTY such excess. Upon completion of the PROJECT, payment of all PROJECT COSTS, receipt of all applicable monies from the FHWA, and completion of necessary audits, the REQUESTING PARTY will be reimbursed the balance of its deposit.

2. In the event that the bid, plus contingencies, for the contracted, and/or the DEPARTMENT incurred portion of the PROJECT work exceeds the estimated cost therefor as established by this contract, the REQUESTING PARTY may be advised and billed for the additional amount of its share.

C. General Conditions:

1. The DEPARTMENT, in accordance with its procedures in existence and covering the time period involved, shall make payment for interest earned on the balance of working capital deposits for all projects on account with the DEPARTMENT. The REQUESTING PARTY in accordance with DEPARTMENT procedures in existence and covering the time period involved, shall make payment for interest owed on any deficit balance of working capital deposits for all projects on account with the DEPARTMENT. This payment or billing is processed on an annual basis corresponding to the State of Michigan fiscal year. Upon receipt of billing for interest incurred, the REQUESTING PARTY promises and shall promptly pay the DEPARTMENT said amount.
2. Pursuant to the authority granted by law, the REQUESTING PARTY hereby irrevocably pledges a sufficient amount of funds received by it from the Michigan Transportation Fund to meet its obligations as specified in PART I and PART II. If the REQUESTING PARTY shall fail to make any of its required payments when due, as specified herein, the DEPARTMENT shall immediately notify the REQUESTING PARTY and the State Treasurer of the State of Michigan or such other state officer or agency having charge and control over disbursement of the Michigan Transportation Fund, pursuant to law, of the fact of such default and the amount thereof, and, if such default is not cured by payment within ten (10) days, said State Treasurer or other state officer or agency is then authorized and directed to withhold from the first of such monies thereafter allocated by law to the REQUESTING PARTY from the Michigan Transportation Fund sufficient monies to remove the default, and to credit the REQUESTING PARTY with payment thereof, and to notify the REQUESTING PARTY in writing of such fact.
3. Upon completion of all work under this contract and final audit by the DEPARTMENT or the FHWA, the REQUESTING PARTY promises to promptly repay the DEPARTMENT for any disallowed items of costs previously disbursed by the DEPARTMENT. The REQUESTING PARTY pledges its future receipts from the Michigan Transportation Fund for repayment of all disallowed items and, upon failure to make repayment for any disallowed items within ninety (90) days of demand made by the DEPARTMENT, the DEPARTMENT is hereby authorized to withhold an equal amount from the REQUESTING PARTY'S share of any future distribution of Michigan Transportation Funds in settlement of said claim.

4. The DEPARTMENT shall maintain and keep accurate records and accounts relative to the cost of the PROJECT and upon completion of the PROJECT, payment of all items of PROJECT COST, receipt of all Federal Aid, if any, and completion of final audit by the DEPARTMENT and if applicable, by the FHWA, shall make final accounting to the REQUESTING PARTY. The final PROJECT accounting will not include interest earned or charged on working capital deposited for the PROJECT which will be accounted for separately at the close of the State of Michigan fiscal year and as set forth in Section C(1).
5. The costs of engineering and other services performed on those projects involving specific program funds and one hundred percent (100%) local funds will be apportioned to the respective portions of that project in the same ratio as the actual direct construction costs unless otherwise specified in PART I.

SECTION IV

MAINTENANCE AND OPERATION

- A. Upon completion of construction of each part of the PROJECT, at no cost to the DEPARTMENT or the PROJECT, each of the parties hereto, within their respective jurisdictions, will make the following provisions for the maintenance and operation of the completed PROJECT:

1. All Projects:

Properly maintain and operate each part of the project, making ample provisions each year for the performance of such maintenance work as may be required, except as qualified in paragraph 2b of this section.

2. Projects Financed in Part with Federal Monies:

- a. Sign and mark each part of the PROJECT, in accordance with the current Michigan Manual of Uniform Traffic control Devices, and will not install, or permit to be installed, any signs, signals or markings not in conformance with the standards approved by the FHWA, pursuant to 23 USC 109(d).

- b. Remove, prior to completion of the PROJECT, all encroachments from the roadway right-of-way within the limits of each part of the PROJECT.

With respect to new or existing utility installations within the right-of-way of Federal Aid projects and pursuant to FAPG (23 CFR 645B): Occupancy of non-limited access right-of-way may be allowed based on consideration for traffic safety and necessary preservation of roadside space and aesthetic quality. Longitudinal occupancy of non-limited access right-of-way by private lines will require a finding of significant economic hardship, the unavailability of practicable alternatives or other extenuating circumstances.

- c. Cause to be enacted, maintained and enforced, ordinances and regulations for proper traffic operations in accordance with the plans of the PROJECT.

- d. Make no changes to ordinances or regulations enacted, or traffic controls installed in conjunction with the PROJECT work without prior review by the DEPARTMENT and approval of the FHWA, if required.

- B. On projects for the removal of roadside obstacles, the parties, upon completion of construction of each part of the PROJECT, at no cost to the PROJECT or the DEPARTMENT, will, within their respective jurisdictions, take such action as is necessary to assure that the roadway right-of-way, cleared as the PROJECT, will be maintained free of such obstacles.
- C. On projects for the construction of bikeways, the parties will enact no ordinances or regulations prohibiting the use of bicycles on the facility hereinbefore described as the PROJECT, and will amend any existing restrictive ordinances in this regard so as to allow use of this facility by bicycles. No motorized vehicles shall be permitted on such bikeways or walkways constructed as the PROJECT except those for maintenance purposes.
- D. Failure of the parties hereto to fulfill their respective responsibilities as outlined herein may disqualify that party from future Federal-aid participation in projects on roads or streets for which it has maintenance responsibility. Federal Aid may be withheld until such time as deficiencies in regulations have been corrected, and the improvements constructed as the PROJECT are brought to a satisfactory condition of maintenance.

SECTION V

SPECIAL PROGRAM AND PROJECT CONDITIONS

- A. Those projects for which the REQUESTING PARTY has been reimbursed with Federal monies for the acquisition of right-of-way must be under construction by the close of the twentieth (20th) fiscal year following the fiscal year in which the FHWA and the DEPARTMENT projects agreement covering that work is executed, or the REQUESTING PARTY may be required to repay to the DEPARTMENT, for forwarding to the FHWA, all monies distributed as the FHWA'S contribution to that right-of-way.
- B. Those projects for which the REQUESTING PARTY has been reimbursed with Federal monies for the performance of preliminary engineering must be under construction by the close of the tenth (10th) fiscal year following the fiscal year in which the FHWA and the DEPARTMENT projects agreement covering that work is executed, or the REQUESTING PARTY may be required to repay to the DEPARTMENT, for forwarding to the FHWA, all monies distributed as the FHWA'S contribution to that preliminary engineering.
- C. On those projects funded with Federal monies, the REQUESTING PARTY, at no cost to the PROJECT or the DEPARTMENT, will provide such accident information as is available and such other information as may be required under the program in order to make the proper assessment of the safety benefits derived from the work performed as the PROJECT. The REQUESTING PARTY will cooperate with the DEPARTMENT in the development of reports and such analysis as may be required and will, when requested by the DEPARTMENT, forward to the DEPARTMENT, in such form as is necessary, the required information.
- D. In connection with the performance of PROJECT work under this contract the parties hereto (hereinafter in Appendix "A" referred to as the "contractor") agree to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts", as set forth in Appendix A, attached hereto and made a part hereof. The parties further covenant that they will comply with the Civil Rights Acts of 1964, being P.L. 88-352, 78 Stat. 241, as amended, being Title 42 U.S.C. Sections 1971, 1975a-1975d, and 2000a-2000h-6 and the Regulations of the United States Department of Transportation (49 C.F.R. Part 21) issued pursuant to said Act, including Appendix "B", attached hereto and made a part hereof, and will require similar covenants on the part of any contractor or subcontractor employed in the performance of this contract.
- E. The parties will carry out the applicable requirements of the DEPARTMENT'S Disadvantaged Business Enterprise (DBE) program and 49 CFR, Part 26, including, but not limited to, those requirements set forth in Appendix C.

APPENDIX A

PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

In connection with the performance of work under this contract; the contractor agrees as follows:

1. In accordance with Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), the contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, treatment, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, or marital status. A breach of this covenant will be regarded as a material breach of this contract. Further, in accordance with Public Act 220 of 1976 (Persons with Disabilities Civil Rights Act), as amended by Public Act 478 of 1980, the contractor shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants will be regarded as a material breach of this contract.
2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.
3. The contractor will take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status, or any disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment; treatment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.
5. The contractor or its collective bargaining representative shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising such labor union or workers' representative of the contractor's commitments under this Appendix.
6. The contractor shall comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission that may be in effect prior to the taking of bids for any individual state project.

7. The contractor shall furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission; said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor, as well as the contractor itself, and said contractor shall permit access to the contractor's books, records, and accounts by the Michigan Civil Rights Commission and/or its agent for the purposes of investigation to ascertain compliance under this contract and relevant rules, regulations, and orders of the Michigan Civil Rights Commission.
8. In the event that the Michigan Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this contract, the Michigan Civil Rights Commission may, as a part of its order based upon such findings, certify said findings to the State Administrative Board of the State of Michigan, which State Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, including the governing boards of institutions of higher education, until the contractor complies with said order of the Michigan Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Michigan Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Michigan Civil Rights Commission to participate in such proceedings.
9. The contractor shall include or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Michigan Civil Rights Commission; all subcontracts and purchase orders will also state that said provisions will be binding upon each subcontractor or supplier.

Revised June 2011

APPENDIX B TITLE VI ASSURANCE

During the performance of this contract, the contractor, for itself, its assignees, and its successors in interest (hereinafter referred to as the "contractor"), agrees as follows:

1. **Compliance with Regulations:** For all federally assisted programs, the contractor shall comply with the nondiscrimination regulations set forth in 49 CFR Part 21, as may be amended from time to time (hereinafter referred to as the Regulations). Such Regulations are incorporated herein by reference and made a part of this contract.
2. **Nondiscrimination:** The contractor, with regard to the work performed under the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection, retention, and treatment of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices, when the contractor covers a program set forth in Appendix B of the Regulations.
3. **Solicitation for Subcontracts, Including Procurements of Materials and Equipment:** All solicitations made by the contractor, either by competitive bidding or by negotiation for subcontract work, including procurement of materials or leases of equipment, must include a notification to each potential subcontractor or supplier of the contractor's obligations under the contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and facilities as may be determined to be pertinent by the Department or the United States Department of Transportation (USDOT) in order to ascertain compliance with such Regulations or directives. If required information concerning the contractor is in the exclusive possession of another who fails or refuses to furnish the required information, the contractor shall certify to the Department or the USDOT, as appropriate, and shall set forth the efforts that it made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Department shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to, the following:
 - a. Withholding payments to the contractor until the contractor complies; and/or
 - b. Canceling, terminating, or suspending the contract, in whole or in part.

6. **Incorporation of Provisions:** The contractor shall include the provisions of Sections (1) through (6) in every subcontract, including procurement of material and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Department or the USDOT may direct as a means of enforcing such provisions, including sanctions for non-compliance, provided, however, that in the event a contractor becomes involved in or is threatened with litigation from a subcontractor or supplier as a result of such direction, the contractor may request the Department to enter into such litigation to protect the interests of the state. In addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Revised June 2011

APPENDIX C

TO BE INCLUDED IN ALL FINANCIAL ASSISTANCE AGREEMENTS WITH LOCAL AGENCIES

Assurance that Recipients and Contractors Must Make (Excerpts from US DOT Regulation 49 CFR 26.13)

- A. Each financial assistance agreement signed with a DOT operating administration (or a primary recipient) must include the following assurance:**

The recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR Part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

- B. Each contract MDOT signs with a contractor (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance:**

The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of US DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

MDOT Agreement 21-5504 for Review Approval and Signature

MDOT-eAgreements <MDOT-eAgreements@michigan.gov>

Thu 1/13/2022 1:41 PM

To: Christopher Tapper <ctapper@decaturmi.us>

Cc: Megan Duncan <mduncan@decaturmi.us>

 1 attachments (1 MB)

206994_21-5504.pdf;

RE: Contract Number: 21-5504
Control Section: STL 80000
Job Number: 206994CON
Location: Prairie Ronde Street

Attached is the subject contract between your organization and the Michigan Department of Transportation (MDOT).

If you have questions on the content of this contract, or revisions are required, please contact Lynnette Firman, Local Government Contract Engineer at FirmanL@Michigan.gov or 517-335-2266.

1. **If this contract meets with your approval, secure the authorized signatures on the attached contract using DocuSign.**
 - To apply for a digital signature user account and more information about DocuSign link to: https://www.michigan.gov/mdot/0,4616,7-151-9625_78316---,00.html
 - For DocuSign questions link to: MDOT-eSign@Michigan.gov
2. **Prepare the certified resolution and attach it as a PDF File. The resolution should include:**
 - The name of officials authorized to sign the contract.
 - The Contract Number 21-5504.

If you need an example of a resolution, please contact the MDOT Agreements Staff at MDOT-eAgreements@Michigan.gov.

Please attach the digitally signed contract and prepared resolution for MDOT Execution within 35 days from the date of this e-mail notification to MDOT-eAgreements@Michigan.gov.

MDOT will e-mail a copy of the executed contract to your organization.

Attachment

Thank you,
Lynnette Firman



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Christopher Tapper, Village Manager
REVIEWED BY: N/A
DATE: February 7, 2022

SUBJECT: DHFD – Capital Expenditure, West Shore Fire

Action Requested:

It is requested the Village Council approve the recommendation of the Decatur Hamilton Fire/QR Board to proceed with the capital expenditure purchase from West Shore Fire Inc.

Background:

At the January 31, 2022, the Decatur Hamilton Fire/QR Board was presented a request for a capital expenditure. West Shore Fire Inc submitted a quotation for parts and labor to install oxygen fill satiation & 3-cylinder regulator. It was discussed by the Board; this expenditure is in the budget. The Board is asking for approval of this capital expenditure from all three municipalities before proceeding.

Attachments:

West Shore Fire

WEST SHORE FIRE



6620 Lake Michigan Drive
P.O. Box 188
Allendale, MI 49401
(616)895-4347

WHERE SALES SERVICE COME TOGETHER

West Shore Fire Inc.
6620 Lake Michigan Dr.
PO Box 188
Allendale MI 49401
Phone: 616-895-4347
Watts: 800-632-6184
Fax: 616-895-7158



Office of:
Rob Shepard
rshepard@westshorefire.com
616-262-0640 Cell

QUOTATION

Bill to Address	Decatur-Hamilton Quick Response	PO #	
		Ship Via	Best Way
	Terry Burns		
Shipping Address		Date:	1/24/2022
Phone #	269-252-1896	County:	
Fax #			
E-mail	draganburns@comcast.net		

QUOTE VALID FOR 45 DAYS

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	CFS10XY MAKO SINGLE POSITION OXYGEN FILL STATION		
1	TS9-3-1 3 CYLINDER MANIFOLD SUPPLY TO SUPPLY 1 CYLINDER FILL STATION. INCLUDES: *SUPPLY SIDE HEADER WITH CHECK VALVES *24" SUPPLY SIDE PIGTAILS WITH CHECK VALVES *60" FILL SIDE PIGTAIL WITH HAND TIGHT CFGA-540 *PRESSURE CONTROL REGULATOR *CGA-870 YOKE ADAPTOR		
1	LABOR TO INSTALL OXYGEN FILL STATION & 3 CYLINDER REGULATOR		
1	SHOP SUPPLIES		
Subtotal			\$9,995.92
FREIGHT NOT INCLUDED IN QUOTE			
Tax (If Applicable)			
TOTAL QUOTE			\$9,995.92



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Christopher Tapper, Village Manager
REVIEWED BY: N/A
DATE: February 7, 2022

SUBJECT: Recommendation from Ad hoc Committee – Ordinance 2019-003 Rental Ordinance

Action Requested:

It is requested the Village Council adopt the amendments to Ordinance 2019-003, Rental Ordinance as recommended by the Ad hoc Committee.

Background:

The Ad hoc Committee met February 1, 2022. All Committee members were in attendance.

Presentation and guests at the meeting included; Joe Kline, Rental Inspector, Safe built and Fritz Pins, Building Official, Safe built.

Items discussed included; text amendments, discussion regarding fee schedule, inspection schedules, vacant structures. The Committee also reviewed rental inspections rates and schedules from surrounding communities. Suggestions of note, changing the fee schedule to \$100.00 per unit for a class (1) one structure containing up to (2) two rental housing units.

Attachment

Ordinance 2019-003 – red-line
Ordinance 2019-003 – clean copy

VILLAGE OF DECATUR

ORDINANCE NO. 2019-003

Amendment NO. 2022-001

TO PROVIDE FOR THE ANNUAL LICENSING OF RENTAL HOUSING WITHIN THE VILLAGE OF DECATUR AND TO CREATE A PROCEDURE FOR THE PROCUREMENT OF SUCH LICENSES; TO CREATE CERTAIN CONDITIONS FOR THE ISSUANCE OF THE LICENSE RELATING TO ITS DURATION, TO THE PROHIBITION OF UNLICENSED RENTAL HOUSING, TO PROVIDE FOR THE REVOCATION OF LICENSES FOR NONCOMPLIANCE OF THIS ORDINANCE; AND TO PROVIDE PENALTIES FOR THE VIOLATION THEREOF.

THE VILLAGE OF DECATUR, MICHIGAN ORDAINS:

SECTION 1: TITLE.

This Ordinance shall be known and may be cited as the Village of Decatur Rental Housing Licensing Ordinance.

SECTION 2: DEFINITIONS.

The following definitions shall apply to the terms used in the provisions of this Ordinance:

- A. AGENT. For the purposes of this article, the responsible local agent shall be an individual person who represents the owner, a real estate holding company, corporation, partnership or other legal entity and must have a place of residence in the state within 50 miles of the Village limits. The responsible local agent shall be designated by the owner as legally responsible for operating such premises in compliance with all the provisions of the Village codes and Ordinances. The owner may act as the responsible local agent, provided he or she resides in the state and within 50 miles of the Village limits. All official notices of the Village may be issued to the responsible local agent, and any notice so issued shall be deemed to have been issued upon the owner of record.
- B. BUILDING OFFICIAL. The Chief Inspector of the Village or authorized representative or other designated authority charged with the administration and enforcement of the building code.
- C. BOARDING HOUSE. A building or place where lodging and boarding is provided (or which is equipped regularly to provide lodging and boarding by prearrangement for definite periods), for compensation, for three (3) or more, but not exceed twelve (12) individuals. Such lodging house or boarding house shall not be open to transient guest, in contradistinction to a hotel as is herein defined.
- D. CODE. The International Property Maintenance Code, published by the International Code Council, Inc., or any other property maintenance code subsequently adopted by the Village Council of the Village of Decatur, Michigan.
- E. DWELLING UNIT. A single unit providing complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation. A dwelling unit for the purpose of this Ordinance shall also include the individual sleeping rooms or group of rooms of an apartment building, bed & breakfast building, group home, hotel, or motel to be occupied by a person or family. Each room or group of rooms so occupied or to be occupied shall constitute a separate dwelling unit.
- F. ~~IMMEDIATE FAMILY MEMBER. Any person who is the owner or the owner's current spouse, parent or grandparent, child or grandchild, brother or sister, mother-in-law or father-in-law, brother-in-law or sister-in-law, daughter-in-law or son-in-law, nieces or nephews, aunts or uncles. Adopted, half, and step members are also included in immediate family. Any other relative not mentioned in this definition is not considered immediate family. The definition of immediate family member for the purpose of this ordinance shall be father,~~

~~mother, parents' spouse (if a parent has remarried), child (by blood, adoption, or marriage), brother, sister, spouse, grandparent or grandchild.~~

- G. **RENTED.** A dwelling unit legally occupied by a person other than the owner or other than the mother, father, or child of the owner.
- H. **OWNER.** Any person, agent, operator, firm, limited liability company or corporation having a legal or equitable interest in the property; or recorded in the official records of the County as holding title to the property; or otherwise having control of the property, including the guardian/conservator of the estate of any person, or the personal representative of the estate of a deceased individual.
- I. **PARCEL.** A separately described piece of land or a lot to which a property tax number applies.
- J. **RENT.** ~~Includes let, lease, barter or any other arrangement whereby one person pays a consideration to another for the privilege of residing in a residential rental unit for any period.~~ Means a dwelling unit legally occupied by a person other than the owner or other than the mother, father or child of the owner.
- K. **GROUP HOMES.** All dwellings, dwelling in a home where a small number of unrelated people in need of care, support, or supervision can live together, such as those who are elderly or mentally ill. The licensing process of a group home falls within the licensing process by which the Department of Licensing and Regulatory Affairs (LARA), Bureau of Community and Health Systems (BCHS) regulates adult foster care group homes. The process requires that adult foster care licenses are in compliance with the rules for adult foster care group homes.

SECTION 3: PURPOSE.

The purpose of this Ordinance is to protect, preserve and promote the public health, safety and general welfare of the residents of the Village of Decatur, Michigan, and inhabitants in residential rental units; and to encourage the maintenance of residential rental units by requiring the licensure and inspection of same to insure compliance of said residential rental units with any property maintenance or existing structures code in effect and adopted by the Village of Decatur, Michigan at the time of said inspection. This Ordinance is adopted pursuant to the authority provided in MCL 125.525 et seq.

SECTION 4: LICENSE REQUIRED.

- A. No person shall operate a residential rental unit containing one (1), two (2), or more dwelling units, multi-family dwellings, boarding house and other structures which are leased or ready for lease to the public unless that person first obtains a license as provided under the provisions of this Ordinance. The license issued under this Ordinance shall be effective through December 31st of the year in which it was issued.
- B. All owners and/or agents thereof shall license all residential rental units on forms provided by the Village of Decatur, Michigan, which registration shall include the following information:
 - 1. The address of the parcel of land upon which a residential rental unit is situated, and its property tax identification number.
 - 2. The name, address and telephone number of the owner of such dwelling unit.
 - 3. The name, address and telephone number of the local agent or manager charged with collecting rent and/or maintaining the residential rental unit.
 - 4. The number and types of units within the rental property (dwelling units or sleeping rooms).
 - 5. Name(s) of current tenant.
- D. Residential rental units required to be licensed pursuant to this Ordinance shall comply with the following:

1. All owners and/or agents of existing residential rental units shall file the annual Rental Housing License Application by January 15th of the effective year of the license.
2. It shall be the owners and/or agents of existing residential rental units to notify the Village of Decatur and Building Official when a change in occupancy and or use occurs. Upon notification of such change in occupancy and or use occurs, the Building Official reserves the right to reinspect the existing residential rental as deemed necessary, subject to the Inspection Incentives of the residential rental unit.
3. All newly constructed residential rental units shall be licensed prior to the issuance of the certificate of occupancy by the Village.
4. A residential rental unit(s) which is sold, transferred, or conveyed shall be relicensed by the new owner within 30 days of the date of the deed, land contract, or other instrument of conveyance with the Village. All documents of conveyance, including land contracts, shall be recorded with the Van Buren County Register of Deeds Office and a copy of the same or a memorandum of land contract shall be provided to the Village.
5. A residential rental unit(s) that is listed for sale do not exclude or exempted the unit(s) from compliance with this ordinance.
6. All existing nonrental dwellings which are converted to residential rental units shall be licensed, inspected, and certified prior to the date on which the property is first occupied for rental purposes.

E. Inspections shall be scheduled on a biyearly basis. The biyearly basis time period shall start once the residential unit has passed the first inspection after the date of this ordinance. Additional inspections shall be from time to time considered by the Building Official. The Building Official also reserves the right to extend the biyearly inspection time period with prior approval from the Village of Decatur authorized representative.

SECTION 5: COMPLIANCE WITH ORDINANCES.

No license to operate a rental unit shall be issued unless the residential rental unit, complies with all the Ordinances and codes of the Village.

SECTION 6: VIOLATIONS.

Operation of a residential rental unit without a license as provided under this Ordinance shall be a violation of this Ordinance.

SECTION 7: INSPECTIONS.

Residential rental units shall be inspected to ensure compliance of said residential rental units with the International Property Maintenance Code, or any other property maintenance code subsequently adopted by the Village Council of the Village of Decatur, Michigan, or any rules, regulations, laws or housing codes of the State of Michigan. Where six (6) or fewer residential rental units exist upon any given parcel, same shall be inspected by the Building Official annually. Where more than six (6) residential rental units exist upon any given parcel a minimum of seven (7) dwelling units, plus ten percent (10%) of the dwelling units over six (6), shall be inspected by the Building Official every year. For regular scheduled inspections as hereinbefore provided, the Building Official shall give written notice of the date and time of said inspection to the owner or local agent, mailed by first class mail, on or before ten (10) days prior to said inspection date. In addition, said Building Official shall inspect residential rental units, upon reasonable notice as required in any property maintenance code adopted by the Village Council of the Village of Decatur, under any of the following circumstances:

1. Upon receipt of a written, executed, and dated complaint based upon the personal knowledge of an owner, occupant, or other individual, that the premises are in violation of this Ordinance.
2. Upon receipt of a written report or complaint, or a referral from the police department, or other public agencies or departments, indicating that the premises is in violation of this Ordinance.
3. If an exterior survey of the parcel gives the Building Official probable cause to believe that the residential rental units are in violation of this Ordinance.
4. Upon receipt of information by the Building Official that a residential rental unit is not registered with the Village of Decatur, Michigan as required by this Ordinance.

SECTION 8: ISSUANCE OF CERTIFICATE OF COMPLIANCE.

After the initial inspection, if the residential rental unit is found to be in compliance with the rules, regulations, laws, and Ordinances of the Village of Decatur, Michigan, and/or the State of Michigan, the Building Official shall issue a Certificate of Compliance in the name of the owner.

SECTION 9: PROCEDURE WHERE INSPECTION DISCLOSES VIOLATION(S).

- A. Where an inspection by the Building Official discloses a violation of the International Property Maintenance Code or any other property maintenance code adopted by the Village Council of the Village of Decatur, Michigan, or the rules, regulations and laws or housing codes of the State of Michigan, the Building Official shall issue all necessary notices as provided in said code(s) to ensure compliance with said codes' requirements.
- B. A temporary Certificate of Compliance may be issued when any violation does not constitute a hazard to the health or safety of those who may occupy the premises. Said temporary Certificate of Compliance may be revoked by the Building Official if the owner or his agent fails to correct the noted violation(s).
- C. No residential rental unit shall be occupied unless a Certificate of Compliance has been issued by the Building Official.
- D. In the event the owner or his agent is in the process of evicting an occupant and/or tenant from a residential rental unit which is in violation of the aforesaid Ordinance and laws, then and in such an event, the owner thereof shall have a reasonable time to correct said violation after the eviction is completed and said owner or his agent shall promptly notify the Building Official of the completion of said eviction.

SECTION 9: FEES.

Residential rental unit licensing rates and charges shall be as set by resolution of the Village Council from time to time. The owner shall be responsible for notifying the Village of any change of address of either the owner or the responsible local agent.

- A. In the event that an occupant of a residential rental unit or a private individual shall make a written complaint concerning a violation at a residential rental unit, the Village of Decatur, at its discretion, may require an inspection deposit in the amount of the anticipated inspection fee from said occupant or private individual. If the inspection, which was made as a result of said complaint, discloses no legitimate violation, then and in such an event the individual making such complaint shall be liable to the Village of Decatur for the aforesaid inspection fee, and said deposit shall be applied thereto, otherwise said deposit shall be refunded.
- B. The Village of Decatur shall not release any information regarding the name address, or telephone number of any person who makes a written complaint concerning a violation at a residential rental unit, except: (a) by consent of the complainant; (b) pursuant to the Freedom of Information Act; or (c) by Court Order.

SECTION 10: REPEAL.

Ordinance # 150, any amendments to Ordinance #150, and any Ordinance in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 11: APPEALS.

There shall be a Housing Board of Appeals consisting of five (5) members appointed by, and to serve at the pleasure of, the Village Council. Members of the Board shall meet the membership requirements of the Village Charter and such additional qualifications as the Village Council shall consider appropriate. The Board shall elect from its membership a Chairman, Vice Chairman and Secretary and such other officers as it may deem necessary.

The Housing Board of Appeals shall act as an advisory committee to the Village Council and shall have the following powers and duties. To hear and decide appeals where it is alleged by the appellant that there is error in any order, requirement, decision or determination made by the Village Manager, or any other administrative or enforcement official in connection with the enforcement of this Chapter. Authorize a variance from the strict application of this Chapter where such application would result in practical difficulties or unnecessary hardship to the person owning or having the beneficial use of the property for which a variance is sought. A variance may be allowed only if, in the judgment of the Board, such variance would not violate the intent of this Chapter, nor jeopardize public health or safety.

To grant extensions of time to correct violations of this Chapter upon a showing that the responsible party has made a good faith effort to comply with an order of the Village Manager; or that the violation(s) could not have been reasonably accomplished with the time limit originally set, or that an unusual hardship exists. Requests for extensions of time shall be given priority over other Board matters and the procedure.

The Housing Board of Appeals shall meet at such times as the Board shall determine. The Board shall establish a fixed place of meeting, and all meetings shall be open to the public. The Board shall adopt its own rules of procedure and keep a written record of its proceedings, showing all action taken by the Board and the vote of each member upon each question considered. The presence of three (3) voting members shall be necessary to constitute a quorum. All decisions and actions of the Board shall be by majority of the voting members present and voting, a quorum being present.

Appeals from rulings, notices and orders of the Village Manager or any other official charged with the enforcement of this Chapter may be made to the Board by filing a notice of appeal with the Village Clerk, accompanied by an appeal fee within ten (10) days from the date of issuance of any such ruling, notice or order. The notice of appeal shall specify the particular grounds upon which the appeal is based. Where the appellant seeks a variance, the notice of appeal shall also specify the requirements from which a variance is sought and the nature and extent of such variance. The taking of an appeal shall not stay the imposition of penalties imposed by this Chapter. The Housing Board of Appeals shall fix a reasonable time for the hearing of appeals. The Board shall prepare an official record of each appeal and shall base its decision on this record.

SECTION 11: SEVERABILITY.

Sections of this Ordinance shall be deemed severable and should any Section, clause, or provision of this Ordinance be declared to be invalid, the same shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be invalid.

SECTION 12: VIOLATION.

A violation of this Ordinance is a Municipal Civil Infraction and any person, firm or corporation who shall violate this Ordinance shall be responsible for a Civil Infraction subject to a Civil Fine not exceeding \$500.00, plus any costs, damages, expenses or other sanctions as authorized. Each day that a violation continues shall be deemed a separate violation of this Ordinance.

SECTION 13: EFFECTIVE DATE.

The Village Clerk of the Village of Decatur, Van Buren County, Michigan shall certify to the adoption of this Ordinance, and cause the same to be published as required by law; and this Ordinance shall take effect the 20th day after, adopted by the Village Council of the Village of Decatur, Van Buren County, Michigan on this 7th day of February 7, 2022.

Ali Elwaer, Village President

Megan Duncan, Village Clerk & Treasurer

STATE OF MICHIGAN)

) ss.

COUNTY OF VAN BUREN)

I, the undersigned, the duly qualified and acting Clerk of the Village of Decatur, Van Buren County, Michigan, do hereby certify that the foregoing Ordinance was adopted by Village of Decatur at a Regular Village Council meeting duly held on the 7th day of February 2022, and that the meeting was held in compliance with notice provisions and all other requirements of Act 267 of the Public Acts of 1976, as amended. I hereby certify that I published the Ordinance in the Decatur Republican on the ____ day of February 2022.

VILLAGE OF DECATUR

ORDINANCE NO. 2019-003

Amendment NO. 2022-001

TO PROVIDE FOR THE ANNUAL LICENSING OF RENTAL HOUSING WITHIN THE VILLAGE OF DECATUR AND TO CREATE A PROCEDURE FOR THE PROCUREMENT OF SUCH LICENSES; TO CREATE CERTAIN CONDITIONS FOR THE ISSUANCE OF THE LICENSE RELATING TO ITS DURATION, TO THE PROHIBITION OF UNLICENSED RENTAL HOUSING, TO PROVIDE FOR THE REVOCATION OF LICENSES FOR NONCOMPLIANCE OF THIS ORDINANCE; AND TO PROVIDE PENALTIES FOR THE VIOLATION THEREOF.

THE VILLAGE OF DECATUR, MICHIGAN ORDAINS:

SECTION 1: TITLE.

This Ordinance shall be known and may be cited as the Village of Decatur Rental Housing Licensing Ordinance.

SECTION 2: DEFINITIONS.

The following definitions shall apply to the terms used in the provisions of this Ordinance:

- A. **AGENT.** For the purposes of this article, the responsible local agent shall be an individual person who represents the owner, a real estate holding company, corporation, partnership or other legal entity and must have a place of residence in the state within 50 miles of the Village limits. The responsible local agent shall be designated by the owner as legally responsible for operating such premises in compliance with all the provisions of the Village codes and Ordinances. The owner may act as the responsible local agent, provided he or she resides in the state and within 50 miles of the Village limits. All official notices of the Village may be issued to the responsible local agent, and any notice so issued shall be deemed to have been issued upon the owner of record.
- B. **BUILDING OFFICIAL.** The Chief Inspector of the Village or authorized representative or other designated authority charged with the administration and enforcement of the building code.
- C. **BOARDING HOUSE.** A building or place where lodging and boarding is provided (or which is equipped regularly to provide lodging and boarding by prearrangement for definite periods), for compensation, for three (3) or more, but not exceed twelve (12) individuals. Such lodging house or boarding house shall not be open to transient guest, in contradistinction to a hotel as is herein defined.
- D. **CODE.** The International Property Maintenance Code, published by the International Code Council, Inc., or any other property maintenance code subsequently adopted by the Village Council of the Village of Decatur, Michigan.
- E. **DWELLING UNIT.** A single unit providing complete independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation. A dwelling unit for the purpose of this Ordinance shall also include the individual sleeping rooms or group of rooms of an apartment building, bed & breakfast building, group home, hotel, or motel to be occupied by a person or family. Each room or group of rooms so occupied or to be occupied shall constitute a separate dwelling unit.
- F. **RENTED.** A dwelling unit legally occupied by a person other than the owner or other than the mother, father, or child of the owner.
- G. **OWNER.** Any person, agent, operator, firm, limited liability company or corporation having a legal or equitable interest in the property; or recorded in the official records of the County as holding title to the property; or

otherwise having control of the property, including the guardian/conservator of the estate of any person, or the personal representative of the estate of a deceased individual.

- H. PARCEL. A separately described piece of land or a lot to which a property tax number applies.
- I. RENT. Means a dwelling unit legally occupied by a person other than the owner or other than the mother, father or child of the owner.
- J. GROUP HOMES. All dwellings, dwelling in a home where a small number of unrelated people in need of care, support, or supervision can live together, such as those who are elderly or mentally ill. The licensing process of a group home falls within the licensing process by which the Department of Licensing and Regulatory Affairs (LARA), Bureau of Community and Health Systems (BCHS) regulates adult foster care group homes. The process requires that adult foster care licenses are in compliance with the rules for adult foster care group homes.

SECTION 3: PURPOSE.

The purpose of this Ordinance is to protect, preserve and promote the public health, safety and general welfare of the residents of the Village of Decatur, Michigan, and inhabitants in residential rental units; and to encourage the maintenance of residential rental units by requiring the licensure and inspection of same to insure compliance of said residential rental units with any property maintenance or existing structures code in effect and adopted by the Village of Decatur, Michigan at the time of said inspection. This Ordinance is adopted pursuant to the authority provided in MCL 125.525 et seq.

SECTION 4: LICENSE REQUIRED.

- A. No person shall operate a residential rental unit containing one (1), two (2), or more dwelling units, multi-family dwellings, boarding house and other structures which are leased or ready for lease to the public unless that person first obtains a license as provided under the provisions of this Ordinance. The license issued under this Ordinance shall be effective through December 31st of the year in which it was issued.
- B. All owners and/or agents thereof shall license all residential rental units on forms provided by the Village of Decatur, Michigan, which registration shall include the following information:
 - 1. The address of the parcel of land upon which a residential rental unit is situated, and its property tax identification number.
 - 2. The name, address and telephone number of the owner of such dwelling unit.
 - 3. The name, address and telephone number of the local agent or manager charged with collecting rent and/or maintaining the residential rental unit.
 - 4. The number and types of units within the rental property (dwelling units or sleeping rooms).
 - 5. Name(s) of current tenant.
- D. Residential rental units required to be licensed pursuant to this Ordinance shall comply with the following:
 - 1. All owners and/or agents of existing residential rental units shall file the annual Rental Housing License Application by January 15th of the effective year of the license.
 - 2. It shall be the owners and/or agents of existing residential rental units to notify the Village of Decatur and Building Official when a change in occupancy and or use occurs. Upon notification of such change in occupancy and or use occurs, the Building Official reserves the right to reinspect the existing residential rental as deemed necessary, subject to the Inspection Incentives of the residential rental unit.

3. All newly constructed residential rental units shall be licensed prior to the issuance of the certificate of occupancy by the Village.
4. A residential rental unit(s) which is sold, transferred, or conveyed shall be relicensed by the new owner within 30 days of the date of the deed, land contract, or other instrument of conveyance with the Village. All documents of conveyance, including land contracts, shall be recorded with the Van Buren County Register of Deeds Office and a copy of the same or a memorandum of land contract shall be provided to the Village.
5. A residential rental unit(s) that is listed for sale do not exclude or exempted the unit(s) from compliance with this ordinance.
6. All existing nonrental dwellings which are converted to residential rental units shall be licensed, inspected, and certified prior to the date on which the property is first occupied for rental purposes.

E. Inspections shall be scheduled on a biyearly basis. The biyearly basis time period shall start once the residential unit has passed the first inspection after the date of this ordinance. Additional inspections shall be from time to time considered by the Building Official. The Building Official also reserves the right to extend the biyearly inspection time period with prior approval from the Village of Decatur authorized representative.

SECTION 5: COMPLIANCE WITH ORDINANCES.

No license to operate a rental unit shall be issued unless the residential rental unit, complies with all the Ordinances and codes of the Village.

SECTION 6: VIOLATIONS.

Operation of a residential rental unit without a license as provided under this Ordinance shall be a violation of this Ordinance.

SECTION 7: INSPECTIONS.

Residential rental units shall be inspected to ensure compliance of said residential rental units with the International Property Maintenance Code, or any other property maintenance code subsequently adopted by the Village Council of the Village of Decatur, Michigan, or any rules, regulations, laws or housing codes of the State of Michigan. Where six (6) or fewer residential rental units exist upon any given parcel, same shall be inspected by the Building Official annually. Where more than six (6) residential rental units exist upon any given parcel a minimum of seven (7) dwelling units, plus ten percent (10%) of the dwelling units over six (6), shall be inspected by the Building Official every year. For regular scheduled inspections as hereinbefore provided, the Building Official shall give written notice of the date and time of said inspection to the owner or local agent, mailed by first class mail, on or before ten (10) days prior to said inspection date. In addition, said Building Official shall inspect residential rental units, upon reasonable notice as required in any property maintenance code adopted by the Village Council of the Village of Decatur, under any of the following circumstances:

1. Upon receipt of a written, executed, and dated complaint based upon the personal knowledge of an owner, occupant, or other individual, that the premises are in violation of this Ordinance.
2. Upon receipt of a written report or complaint, or a referral from the police department, or other public agencies or departments, indicating that the premises is in violation of this Ordinance.
3. If an exterior survey of the parcel gives the Building Official probable cause to believe that the residential rental units are in violation of this Ordinance.

4. Upon receipt of information by the Building Official that a residential rental unit is not registered with the Village of Decatur, Michigan as required by this Ordinance.

SECTION 8: ISSUANCE OF CERTIFICATE OF COMPLIANCE.

After the initial inspection, if the residential rental unit is found to be in compliance with the rules, regulations, laws, and Ordinances of the Village of Decatur, Michigan, and/or the State of Michigan, the Building Official shall issue a Certificate of Compliance in the name of the owner.

SECTION 9: PROCEDURE WHERE INSPECTION DISCLOSES VIOLATION(S).

- A. Where an inspection by the Building Official discloses a violation of the International Property Maintenance Code or any other property maintenance code adopted by the Village Council of the Village of Decatur, Michigan, or the rules, regulations and laws or housing codes of the State of Michigan, the Building Official shall issue all necessary notices as provided in said code(s) to ensure compliance with said codes' requirements.
- B. A temporary Certificate of Compliance may be issued when any violation does not constitute a hazard to the health or safety of those who may occupy the premises. Said temporary Certificate of Compliance may be revoked by the Building Official if the owner or his agent fails to correct the noted violation(s).
- C. No residential rental unit shall be occupied unless a Certificate of Compliance has been issued by the Building Official.
- D. In the event the owner or his agent is in the process of evicting an occupant and/or tenant from a residential rental unit which is in violation of the aforesaid Ordinance and laws, then and in such an event, the owner thereof shall have a reasonable time to correct said violation after the eviction is completed and said owner or his agent shall promptly notify the Building Official of the completion of said eviction.

SECTION 9: FEES.

Residential rental unit licensing rates and charges shall be as set by resolution of the Village Council from time to time. The owner shall be responsible for notifying the Village of any change of address of either the owner or the responsible local agent.

- A. In the event that an occupant of a residential rental unit or a private individual shall make a written complaint concerning a violation at a residential rental unit, the Village of Decatur, at its discretion, may require an inspection deposit in the amount of the anticipated inspection fee from said occupant or private individual. If the inspection, which was made as a result of said complaint, discloses no legitimate violation, then and in such an event the individual making such complaint shall be liable to the Village of Decatur for the aforesaid inspection fee, and said deposit shall be applied thereto, otherwise said deposit shall be refunded.
- B. The Village of Decatur shall not release any information regarding the name address, or telephone number of any person who makes a written complaint concerning a violation at a residential rental unit, except: (a) by consent of the complainant; (b) pursuant to the Freedom of Information Act; or (c) by Court Order.

SECTION 10: REPEAL.

Ordinance # 150, any amendments to Ordinance #150, and any Ordinance in conflict with the provisions of this Ordinance are hereby repealed.

SECTION 11: APPEALS.

There shall be a Housing Board of Appeals consisting of five (5) members appointed by, and to serve at the pleasure of, the Village Council. Members of the Board shall meet the membership requirements of the Village Charter and such additional qualifications as the Village Council shall consider appropriate. The Board shall elect from its membership a Chairman, Vice Chairman and Secretary and such other officers as it may deem necessary.

The Housing Board of Appeals shall act as an advisory committee to the Village Council and shall have the following powers and duties. To hear and decide appeals where it is alleged by the appellant that there is error in any order, requirement, decision or determination made by the Village Manager, or any other administrative or enforcement official in connection with the enforcement of this Chapter. Authorize a variance from the strict application of this Chapter where such application would result in practical difficulties or unnecessary hardship to the person owning or having the beneficial use of the property for which a variance is sought. A variance may be allowed only if, in the judgment of the Board, such variance would not violate the intent of this Chapter, nor jeopardize public health or safety.

To grant extensions of time to correct violations of this Chapter upon a showing that the responsible party has made a good faith effort to comply with an order of the Village Manager; or that the violation(s) could not have been reasonably accomplished with the time limit originally set, or that an unusual hardship exists. Requests for extensions of time shall be given priority over other Board matters and the procedure.

The Housing Board of Appeals shall meet at such times as the Board shall determine. The Board shall establish a fixed place of meeting, and all meetings shall be open to the public. The Board shall adopt its own rules of procedure and keep a written record of its proceedings, showing all action taken by the Board and the vote of each member upon each question considered. The presence of three (3) voting members shall be necessary to constitute a quorum. All decisions and actions of the Board shall be by majority of the voting members present and voting, a quorum being present.

Appeals from rulings, notices and orders of the Village Manager or any other official charged with the enforcement of this Chapter may be made to the Board by filing a notice of appeal with the Village Clerk, accompanied by an appeal fee within ten (10) days from the date of issuance of any such ruling, notice or order. The notice of appeal shall specify the particular grounds upon which the appeal is based. Where the appellant seeks a variance, the notice of appeal shall also specify the requirements from which a variance is sought and the nature and extent of such variance. The taking of an appeal shall not stay the imposition of penalties imposed by this Chapter. The Housing Board of Appeals shall fix a reasonable time for the hearing of appeals. The Board shall prepare an official record of each appeal and shall base its decision on this record.

SECTION 11: SEVERABILITY.

Sections of this Ordinance shall be deemed severable and should any Section, clause, or provision of this Ordinance be declared to be invalid, the same shall not affect the validity of the Ordinance as a whole or any part thereof other than the part so declared to be invalid.

SECTION 12: VIOLATION.

A violation of this Ordinance is a Municipal Civil Infraction and any person, firm or corporation who shall violate this Ordinance shall be responsible for a Civil Infraction subject to a Civil Fine not exceeding \$500.00, plus any costs, damages, expenses or other sanctions as authorized. Each day that a violation continues shall be deemed a separate violation of this Ordinance.

SECTION 13: EFFECTIVE DATE.

OF MICHIGAN)
) ss.
Y OF VAN BUREN)

undersigned, the duly qualified and acting Clerk of the Village of Decatur, Van Buren County, Michigan, do hereby certify that the foregoing Ordinance was adopted by Village of Decatur at a Regular Village Council meeting on the ____ day of February 2022, and that the meeting was held in compliance with notice provisions and requirements of Act 267 of the Public Acts of 1976, as amended. I hereby certify that I published the Ordinance in the Republican on the ____ day of February 2022.

Megan Duncan, Village Clerk & Treasurer

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Village of Decatur
114 N Phelps Street
Decatur, MI 49045

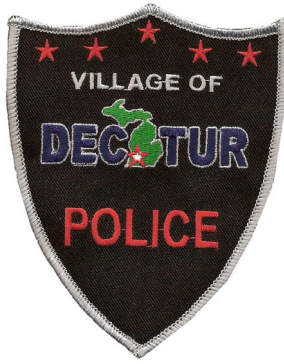
MEMORANDUM – WEEKLY REPORT

TO: Village Council
FROM: Jimmy Ebeling, DPW
REVIEWED BY: Christopher Tapper, Village Manager
DATE: February 1, 2022

SUBJECT: January 2022 Monthly Report from DPW

January 2022 – Jobs completed

Read Water Meters for billing
Marked Miss Digs:
Sewer maintenance (recorded at barn)
Took Monthly water tests to Paw Paw
Did equipment maintenance
Cleaned shop
Water Main break Austin Blvd. & Kinney Rd.
Cross Connection training
Jetted sewers
Picked up brush/grass
Took Christmas Decorations Down
Worked on snowblower
Worked on Salt Spreader
Worked on Chevy Duramax
Did December Waste Water DMR
Worked on Water reliability study
Did Christmas tree pick-up
New Internet/phone installed at DPW
Took water samples
Cleaned catch basins from ice & snow
Did water turn-ons/turn offs ordered by office
Charted water service 324 E. Delaware for high usage problem



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: January 31, 2022
Ref: Monthly Report for the Month of January 2022

Meetings / Events / Information:

- Treatment Court Policy Meeting
- Council Meeting
- Meeting with Local Chief's
- Budget Meeting with VM Tapper
- Meeting with new Part-Time Officer
- Meeting with Southwest Enforcement Team (SWET), Narcotics Team
- Forfeiture Report Completed and turned over to MSP
- DDA Meeting
- LEIN Audit Preparation: This is something that takes place once every 3 years. This is for our access to the Law Enforcement Information Network. It is a Very time-consuming process and has required a significant investment of time from myself and Sgt. Rigg.

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

Arrests: December 28, 2021 to January 31, 2022

- 12-28-21, Male, Possession of Meth
- 12-30-21, Male, Domestic Assault
- 1-4-22, Male, OWI Arrest
- 1-20-22, Male, OWI Arrest, Fleeing and Eluding, Assaulting a Police Officer, Open Intox
- 1-24-22, Male, Domestic Assault (Two Victims)
- 1-28-22, Female, Malicious Destruction of Property
- 1-28-22, Female, Domestic Assault
- 1-29-22, Male, Assault with Intent to do Great Bodily Harm Less than Murder / Strangulation, Domestic Assault

Calls for Service / Reports Taken: December 28, 2021 to January 31, 2022

- Possession of Meth arrest

- Domestic Assault
- Dog at Large
- Domestic Assault
- PBT Calibrations
- General Assist
- FOIA
- Security Check
- Counterfeit Money
- Alarm
- Larceny
- Assist Medical
- Larceny
- Fleeing and Eluding Police
- Domestic Assault
- Salvage
- General Assist
- Fraud
- OWI Arrest
- Assault and Battery
- Suicidal Subject
- Warrant Arrest
- Traffic Crash
- General Assist
- Attempted Larceny
- Background
- Noise Complaint
- Blight
- Assist MSP, multiple accidents
- Assist MSP, Traffic Stop, Arrest
- Alarm
- General Assist
- Larceny of a Handgun
- Check on Downed Power Line
- Assist Medical
- Assist Medical
- Salvage
- Assist Medical
- Public Peace
- Parking Complaint
- General Assist
- General Assist
- Salvage
- General Assist
- Larceny
- Salvage

- Salvage
- Salvage
- Salvage
- Suicidal Subject
- CSC Complaint
- Welfare Check
- Fraud
- Ordinance Violation
- Blight
- Refused PBT
- MDOP
- Domestic Assault
- Abandoned Vehicle
- Background
- Found Property
- Trespass
- General Assist
- Suspicious Situation
- Fraud, Identity Theft
- Blight
- Salvage
- General Assist
- Assist to Lawton PD and VBCS, Fleeing and Eluding
- Traffic Crash, car vs deer
- OWI Arrest, Fleeing and Eluding, Assaulting a Police Officer, Open Intox
- Suspicious Subject
- Suicidal Person with a Gun
- Suicidal Person
- Unlicensed Driver
- General Assist
- General Assist
- Domestic Assault
- Reported OWI driver
- Traffic Policing – Crossing Guard
- Assist Medical
- Domestic Assault, Assist
- Salvage
- Dog at Large
- PD Accident
- General Assist
- Citizen Assist
- Traffic Policing
- General Assist, check vehicle
- General Assist, check for subject
- Traffic Policing

- General Assist
- Minor PI Accident
- Assault and Battery
- Assist MSP Narcotics Team, Raid (two locations)
- Traffic Policing
- Suspicious Situation / Stalking
- Traffic Policing
- Domestic Violence Assist
- Domestic Assault Arrest
- Assist Fire Department
- Runaway, Assist MSP
- Gross Indecency, CSC
- Traffic Policing
- Traffic Policing

Thank you! Please stay safe!

Chief Tom VanDerWoude



Village of Decatur
114 N Phelps Street
Decatur, MI 49045

MEMORANDUM

TO: Village Council
FROM: Christopher Tapper, Village Manager
REVIEWED BY: N/A
DATE: February 7, 2022

SUBJECT: Decatur-Hamilton Fire & QR Report – January 2022

Action Requested:

It is requested the Village Council receive a report from the January 2022, Decatur-Hamilton Fire & QR Departments.

Background:

Fire Department agenda topics include; Chief's report, Secretary's report, Training report, Truck Captain's report, Building report. The Quick Response Department agenda topics include; Team Leader's report, QR vehicle discussion, QR staffing, Cascade O2 Systems.

The QR Department is exploring opportunities for a new QR vehicle along with the possibility of hiring three (3) full time employees. The discussion from the DHFQR Board was concern of the annual cost of the employees. The Board expressed several topics regarding the exploring of hiring Full time employees. The Board asked for the QR to continue to explore options.

Attachments:

Fire Department – agenda 1/31/2022
QR Department – agenda 1/31/2022

DECATUR-HAMILTON FIRE BOARD

REGULAR MEETING

Monday, January 31, 2022

- 1. Call to Order, Pledge of Allegiance, and Roll Call**
- 2. Public Comment**
- 3. Additions/Deletions to the Agenda**
- 4. Approval of Agenda**
- 5. Approval of Minutes from the December 27, 2021 Fire Board Regular Meeting**
- 6. Approval of Bills in a total of \$ 11,191.15**
- 7. Treasurer's Report**
- 8. Officer Reports**
 - a. Chief's Report
 - b. Secretary's Report
 - c. Training Report
 - d. Truck Captain's Report
 - e. Building Report
- 9. DHFD Auxiliary Report**
- 10. Personnel**
- 11. Unfinished Business**
 - a. Ongoing By-Law Revisions
- 12. New Business**
- 13. Public Comment**
- 14. Adjournment**

DECATUR-HAMILTON FIRE BOARD

MEETING MINUTES

Monday, December 27, 2021

1. The meeting was called to order at 6:21 PM by Chairman Druskovich. Roll call was taken with Druskovich, Flowers, Kusmack K, Newell, and Newton present. Gateley was absent, Kusmack M was absent-excused.
2. No public comment was given.
3. Newell moved, Flowers seconded, CARRIED, to approve Agenda as amended to include item B) Keyless Entry Maintenance Fee and item C) Audit under New Business. All were in favor.
4. Kusmack K moved, Flowers seconded, CARRIED, to approve the November 29, 2021 Regular Meeting Minutes as presented. All were in favor.
5. Kusmack K, Newell seconded, CARRIED, to approve bills as presented in a total of \$863,312.25 as presented. All were in favor.
6. Newton gave the Treasurer's Report noting \$6,997.68 in the General Fund, \$88,560.25 in the Capital Expense Fund, \$1,233.98 in the Donations Fund, and \$698.21 in the Restitutions Fund for a total fund balance of \$113,157.12 across all funds. Newton will facilitate a transfer of \$50,000.00 from the Capital Expense Fund to the General Fund. These funds can be transferred back, if the board desires, once tax proceeds are collected.
 - a. Newell moved, Kusmack K seconded, CARRIED, to approve Treasurer's Report as presented. All were in favor.
7. Officer Reports
 - a. Chief's Report
 - i. Gerhold noted that the ISO Inspection occurred, and officers learned a lot. There were a lot of points we could have had previously regarding training. The inspector did not have anything negative to say. They anticipate a drop in ratings (noting that a lower ISO number is better).
 - ii. Gerhold stated that Awards Banquet went very well.
 - iii. Gerhold indicated they are exploring extending previous Fire Chief Conklin and, potentially, other members a Life Membership in the Department. This allows for additional active members but allows the Life Members to continue participating. Life Membership has lower requirements but still requires training be maintained.
 - iv. Gerhold noted that there will be a preconstruction meeting for the new truck on January 4th. The delivery would be estimated in roughly 1 year.
 - b. Secretary-add 5 calls: 3 in the Village, 1 in Decatur Township, and 1 in Hamilton Township.
 - c. Training Report-Joint training Lawton. Walkthrough with Special-Lite scheduled for next month.
 - d. Truck Captain's Report-Nothing to add.
 - e. Building Report-Nothing to add.
 - f. Newton moved, Flowers seconded, CARRIED, to accept Officer Reports as presented. All were in favor.
8. Auxiliary Report
 - a. They have been helping around the station, awarded firefighter of the year award, and anticipate a fundraiser in early 2022.
9. Personnel-Nothing to add.
10. Unfinished business
 - a. By-Law Update-Nothing to add.

b. Keyless Entry Maintenance Fee

- i. Board approved annual billing for maintenance fees for the new keyless entry system rather than being billed on a monthly basis.

- c. Audit-The audit is in-progress. Newton and Reeder Accounting working to supply the necessary documentation. Audit is anticipated to be completed on or before 02/28/22. Extension has been requested from State of Michigan.

11. New Business-None

12. Public Comment was given.

13. Newell moved, Flowers seconded, CARRIED, to adjourn the meeting at 7:05 PM.

Decatur-Hamilton Fire Administration Board

January 2022 Disbursement Report

Date	Check #	Name	Description	Debit	Credit
01/02/2022	11036	North Breathing Air	Supplies		\$ 520.00
01/04/2022	EFT	Village of Decatur	Water/Sewer Service		\$ 59.67
01/04/2022	EFT	Consumers	Natural Gas Service		\$ 144.96
01/04/2022	EFT	COMCAST	Phone/Internet Service		\$ 194.48
01/07/2022	EFT	AEP	Electric Service		\$ 268.43
01/11/2022	EFT	Wells Fargo	Printer Contract		\$ 125.70
01/14/2022	EFTPS	Internal Revenue Service	Payroll Tax		\$ 732.52
01/16/2022			Interest income	\$ 1.05	
01/17/2022	100R	VFW	Awards Banquet-VOID	\$ 2,096.25	
01/17/2022	11037	VFW	Award Banquet		\$ 2,096.25
01/18/2022		Savings to General	Funds Transfer	\$ 50,000.00	
01/20/2022	EFT	Michigan Department of Treasury	Payroll Tax		\$ 191.25
01/25/2022	11038	Amy M Williams	Secretary Pay		\$ 1,224.36
01/25/2022			Tax Proceeds	\$ 25,337.09	
01/25/2022	11039	Cummings	Equipment		\$ 179.94
01/25/2022	11040	Witmer	Supplies		\$ 208.77
01/25/2022	11041	Decatur Hardware	Supplies		\$ 16.96
01/25/2022	11043	C-Comm	Supplies Pagers- Radios		\$ 973.01
01/25/2022	11044	Bauckham, Sparks, Thall, Seeber & Kaufman	Attorney Fees		\$ 1,080.00
01/25/2022	11045	REEDER ACCOUNTING SERVICES	Accounting Services		\$ 300.00
01/25/2022	11046	Premier Safety	Supplies Turnout Gear		\$ 78.61
01/25/2022	11047	Summit	Supplies		\$ 525.00
01/25/2022	11048	Best Way Disposal	Trash Service		\$ 4.97
01/25/2022	11049	Lock Master Security LLC	Building Repairs		\$ 3,157.50
01/25/2022	11050	Dinges Fire Company	Supplies		\$ 427.87
01/25/2022	11051	Indusco Supply Company	Supplies		\$ 127.15
01/25/2022	101	Decatur Hardware	Supplies		\$ 16.96
01/25/2022	101R	Decatur Hardware-VOID	Supplies	\$ 16.96	
02/01/2022	11052	DECATUR HAMILTON FIRE DEPARTMENT	Contracted Serv		\$ 500.00
02/01/2022	11053	Matthew Newton	Treasurer		\$ 150.00
TOTAL:				\$ 75,338.14	\$ 11,191.15

HAMILTON & DECATUR FIRE

Annual Budget vs Fiscal Year To Date

July 1, 2021 through February 1, 2022

	07/01/2021 - 02/01/2022	Annual Budget	\$ Over Budget
Income			
Tax Rev			
Decatur Twp	14,630.67	160,000.00	-145,369.33
Hamilton	10,495.32	110,000.00	-99,504.68
Total Tax Rev	25,125.99	270,000.00	-244,874.01
Int Inc	8,138.91	1,000.00	7,138.91
Building Lease	7,000.00	23,000.00	-16,000.00
Misc Inc	600.00	1,500.00	-900.00
Insurance Payout	547.00		
Total Income	41,411.90	295,500.00	-254,088.10
Expense			
Repairs			
Vehicles	27,781.75	35,000.00	-7,218.25
Bldg	7,279.95	15,000.00	-7,720.05
Equip	1,101.25	5,000.00	-3,898.75
Other	0.00	1,000.00	-1,000.00
Radio	0.00	1,000.00	-1,000.00
Total Repairs	36,162.95	57,000.00	-20,837.05
Supplies Turnout Gear	27,635.25	80,000.00	-52,364.75
Supplies	16,051.98	15,000.00	1,051.98
Payroll Expenses	10,245.22	15,000.00	-4,754.78
Salaries	9,675.00	32,000.00	-22,325.00
Util	8,574.04	7,500.00	1,074.04
Supplies Pagers- Radios	7,903.79	7,500.00	403.79
Trav, Train, Misc	4,742.21	3,500.00	1,242.21
Prof Fee	4,082.50	6,000.00	-1,917.50
Contracted Serv	4,000.00	7,500.00	-3,500.00
Insur	2,378.00	25,000.00	-22,622.00
Fuel & Oil	2,346.62	3,000.00	-653.38
Travel Fire Prevention	2,147.83	2,000.00	147.83
Supplies Hoses	2,061.32	8,000.00	-5,938.68
Audit	0.00	6,500.00	-6,500.00
Capital outlay/Reserve	0.00	30,000.00	-30,000.00
Total Expense	138,006.71	305,500.00	-167,493.29
Net Income	-96,594.81	-10,000.00	-86,594.81

HAMILTON & DECATUR FIRE

Balance Sheet

As of February 1, 2022

	Feb 1, 22
ASSETS	
Current Assets	
Checking/Savings	
HAMILTON FIRE	69,048.42
Savings 14986	38,560.25
Savings - Donation Fund 17883	1,233.98
Savings - Restitutions	698.21
Honor Savings #142386	205.00
Total Checking/Savings	109,745.86
Other Current Assets	
Prepaid insurance	15,142.46
Accts Receivable - Other	570.00
Total Other Current Assets	15,712.46
Total Current Assets	125,458.32
Fixed Assets	
Equipment	835,813.70
Fixed assets	11,681.00
Total Fixed Assets	847,494.70
TOTAL ASSETS	972,953.02
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
First State Bank Loan	300,000.00
Accts payable	1,464.00
24000 - Payroll Liabilities	364.55
Total Other Current Liabilities	301,828.55
Total Current Liabilities	301,828.55
Long Term Liabilities	
Deferred Revenue	104,500.00
Total Long Term Liabilities	104,500.00
Total Liabilities	406,328.55
Equity	
3900 - Retained Earnings	398,051.78
3000 - Open Bal Equity	265,167.50
Net Income	-96,594.81
Total Equity	566,624.47
TOTAL LIABILITIES & EQUITY	972,953.02

HAMILTON & DECATUR FIRE
Profit & Loss
January 2 through February 1, 2022

	<u>Jan 2 - Feb 1, 22</u>
Income	
Tax Rev	
Decatur Twp	13,841.77
Hamilton	<u>10,495.32</u>
Total Tax Rev	24,337.09
Building Lease	1,000.00
Int Inc	<u>1.05</u>
Total Income	25,338.14
Expense	
Repairs	
Bldg	3,157.50
Equip	<u>179.94</u>
Total Repairs	3,337.44
Supplies	1,825.75
66000 · Payroll Expenses	1,588.91
Prof Fee	1,380.00
Supplies Pagers- Radios	973.01
Util	672.51
Contracted Serv	500.00
Salaries	150.00
Supplies Turnout Gear	<u>78.61</u>
Total Expense	10,506.23
Net Income	<u><u>14,831.91</u></u>

CHIEF REPORT

The following items I would like to address:

- 1. New Truck**
- 2. Knox Box System**

**Chief Joseph Gerhold
Decatur Hamilton Fire Dept**

Secretary Report for January 2022

16 calls for month

Village 1-Electrical Hazard
 2-Lift Assists

Decatur Twp 8-PI Accidents
 1-Electrical Hazard

Hamilton Twp 3-PI Accidents

1 mutual aid call to Lawrence Fire Department

Reported as of January 21, 2022

Submitted by Secretary,

Amy M. Williams

DECATUR-HAMILTON FIRE DEPARTMENT
AGENDA
For
January 3rd, 2022

1. Meeting Called to Order
2. Roll Call

****Special Guest-Bob Carson Committee****

3. Approval of Minutes
4. Approval of Treasure Report
5. Motion to Pay Bills
6. Additions/Deletions to Agenda
7. Old Business
 - A. Christmas Party/Awards
8. New Business
 - A. Road Sign Locks
 - B. PTSD
9. Training
10. Committee Reports
 - A. Kitchen
 - B. Sick
 - C. Fire Prevention/Jamboree
 - D. Awards
 - E. Investigating
 - F. SOG/ByLaws
 - G. Uniform
 - H. Truck
 - I. Auxiliary
11. Comments from Membership
12. Motion for Adjournment

Upcoming Events

1/3 Business Meeting @1830hrs
1/4 PreCon Truck Meeting 0900hrs Truck Committee only need to attend
Auxiliary Meeting @1930hrs
1/8 Cadet/Probie Training 1800hrs w/ Ken & Jacob
1/9 Day Training 0800hrs
1/10 Night Training 1930hrs FD then Special Lite
1/16 Lil Randy Baby Shower 1300hrs
1/17 Truck/Building Maintenance 1830hrs
ALL TRUCK REPORTS DUE BY TODAY
1/31 Fireboard Meeting 1800hrs

Note-These events are subject to change so please check the board in the meeting room.

F.P.

Register Report - Dec 2021
12/1/2021 through 12/31/2021

Cash on hand no change \$ 263.08
1 - 1 1 no change \$ 212.08



Inventory

Action # 1045

Service Information

Date Done 01/17/2022

Out of Service 0.0 Hrs.

Additional

Vendor

Personnel 00000029 Mike Bush

Status

Outside Work #

1420

Notes

Mileage: 4180.0
Pump: 75.28
Calls: 5

Engine Hours: 364.4
Fuel Level: Full

Comments: Nothing at this time.

Service Parts

Service Parts		Part Cost	Quantity	Part Total	Labor Length	Labor Rate	Labor Cost	Shipping Cost
Part Number	Description							
		0.00	0	0.00	0.00	0.00	0.00	0.00
Service Total	Shipping Cost		0.00		Labor Length		0.00	
	Part Total		0.00		Labor Total		0.00	
	Total Cost			0.00				



Inventory

Action # 1038

Service Information

Date Done 01/15/2022

Out of Service 0.0 Hrs.

Additional

Vendor

Personnel 00000001 Bill Arnold

Status

Outside Work #

1421

Notes

Mileage: 31005.7
Pump Hours: 660.7

Engine Hours: 2490.4
Fuel Level: full

Runs: 0

Comments: Meter covers needed (more put on truck after report done), "FULL" water light inside tank needs fixed, 1 rotator bulb needs replaced

Service Parts

Part Number	Description	Part Cost	Quantity	Part Total	Labor Length	Labor Rate	Labor Cost	Shipping Cost
		0.00	0	0.00	0.00	0.00	0.00	0.00

Service Total

Shipping Cost	0.00	Labor Length	0.00
Part Total	0.00	Labor Total	0.00
Total Cost	0.00		



Inventory

Action # 1046

Service Information

Date Done 01/16/2022

Out of Service 0.0 Hrs.

Additional

Vendor

Personnel 00000023 Dustin Krall

Status

Outside Work #

1422

Notes

Mileage: 13716.8
Pump Hours: 208.5

Engine Hours: 1159.5
Fuel Level: 3/4

Runs: 0

Comments: The light bar needs work the middle won't turn on (old just needs time to warm up)

Service Parts

Service Parts		Part Cost	Quantity	Part Total	Labor Length	Labor Rate	Labor Cost	Shipping Cost
Part Number	Description							
		0.00	0	0.00	0.00	0.00	0.00	0.00
Service Total	Shipping Cost		0.00		Labor Length		0.00	
	Part Total		0.00		Labor Total		0.00	
	Total Cost			0.00				



Inventory

Action # 1040

Service Information

Date Done 01/09/2022

Out of Service 0.0 Hrs.

Additional

Vendor

Personnel 00000025 Scotty Bishop

Status

Outside Work #

1430

Notes

Mileage: 11435.0

Engine Hours: 1071.4

Pump Hours: N/A

Fuel Level: Full

Runs: 1

Comments: Portable pump battery dead, pull start to run pump, caution lights on passenger side tank are not bright.

Service Parts

Part Number	Description	Part Cost	Quantity	Part Total	Labor Length	Labor Rate	Labor Cost	Shipping Cost
		0.00	0	0.00	0.00	0.00	0.00	0.00
Service Total		Shipping Cost		0.00	Labor Length		0.00	
		Part Total		0.00	Labor Total		0.00	
		Total Cost		0.00				



Inventory

Action # 1041

Service Information

Date Done 01/15/2022

Out of Service 0.0 Hrs.

Additional

Vendor

Personnel 00000035 Kenneth Dunkerley

Status

Outside Work #

1464

Notes

Mileage: 11549.0 Engine Hours: 1112.3
Pump Hours: 1267 Fuel Level: Full

Runs: 1

Comments: Right fender light out, needs flares

Service Parts

Part Number	Description	Part Cost	Quantity	Part Total	Labor Length	Labor Rate	Labor Cost	Shipping Cost
		0.00	0	0.00	0.00	0.00	0.00	0.00

Service Total	Shipping Cost	0.00	Labor Length	0.00
	Part Total	0.00	Labor Total	0.00
	Total Cost	0.00		



Inventory

Action # 1042

Service Information

Date Done 01/15/2022

Out of Service 0.0 Hrs.

Additional

Vendor

Personnel 00000035 Kenneth Dunkerley

Status

Outside Work #

1465

Notes

Mileage: 2325.0 Engine Hours: 254
Pump Hours: N/A Fuel Level: Full

Runs: 1

Comments: Nothing at this time, put away for winter.

Service Parts

Part Number	Description	Part Cost	Quantity	Part Total	Labor Length	Labor Rate	Labor Cost	Shipping Cost
		0.00	0	0.00	0.00	0.00	0.00	0.00
Service Total		Shipping Cost		0.00	Labor Length		0.00	
		Part Total		0.00	Labor Total		0.00	
		Total Cost		0.00				



Inventory

Action # 1043

Service Information

Date Done 01/16/2022

Out of Service 0.0 Hrs.

Additional

Vendor

Personnel 00000023 Dustin Krall

Status

Outside Work # 1471

Notes

Mileage: 7872.8 Engine Hours: 1152.4
Pump Hours: N/A Fuel Level: Full

Runs: 4

Comments: Nothing at this time

Service Parts

Part Number	Description	Part Cost	Quantity	Part Total	Labor Length	Labor Rate	Labor Cost	Shipping Cost
		0.00	0	0.00	0.00	0.00	0.00	0.00

Service Total	Shipping Cost	0.00	Labor Length	0.00
	Part Total	0.00	Labor Total	0.00
	Total Cost	0.00		



Inventory 10

Action # 1044

Service Information

Date Done 01/15/2022

Out of Service 0.0 Hrs.

Additional

Vendor

Personnel 00000035 Kenneth Dunkerley

Status

Outside Work # 1472

Notes

Mileage: 520.7 Engine Hours: 74.6
Pump Hours: N/A Fuel Level: 1/2

Runs: 0

Comments: Nothing reported

Service Parts

Part Number	Description	Part Cost	Quantity	Part Total	Labor Length	Labor Rate	Labor Cost	Shipping Cost
		0.00	0	0.00	0.00	0.00	0.00	0.00

Service Total	Shipping Cost	0.00	Labor Length	0.00
	Part Total	0.00	Labor Total	0.00
	Total Cost	0.00		

DECATUR-HAMILTON FIRE DEPARTMENT
BUILDING AND GROUNDS REPORT

BUILDING A			
AREA	ACCEPTABLE	NEEDS ATTENTION	COMMENTS
Meeting room	XX		
Meeting floors	XX		
Office	XX		
Office floors	XX		
Bathrooms	XX		
Kitchen	XX		
Engine room	XX		
Engine floors		XX	NEED TO HAVE CRACKS FILLED/SEALED AND LINES PAINTED
Service doors	XX		
Overhead doors	XX		
Approach	XX		
Windows	XX		
Equipment	XX		
Storage rooms	XX		

BUILDING B			
AREA	ACCEPTABLE	NEEDS ATTENTION	COMMENTS
Meeting room	XX		
Day use room	XX		WALL BEHIND COUCH NEEDS REPAIR WITH PROTECTIVE COVER ADDED, COUCH HITS WALL IF IT SLIDES BACK
Bedrooms	XX		
Kitchen	XX		
Bathrooms	XX		
Floors	XX		
Engine room	XX		NEW SHORE LINE DROPS WILL BE GETTING INSTALLED
Engine floors	XX		
Storage rooms		XX	MECHANICAL ROOM NEED TO BE CLEANED AND ORGANIZED MECHANICAL ROOM STILL REMAINS CLUTTERED AND NEEDS ATTENTIONED
Approach	XX		
Service doors		XX	DOOR BETWEEN ENGINE ROOM AND MEETING ROOM NEEDS DOOR HANDLE REPAIRED

Overhead doors	XX		WORKING ON REPAIRS, WAITING FOR PARTS
Windows	XX		
GROUNDS/MAINTENANCE/LANDSCAPING			
AREA	ACCEPTABLE	COMMENTS	
YARD GENERAL	XX		
YARD INSIDE FENCE	XX		
TRIMMING	XX		
WEED CONTROL	XX		
DRIVEWAY		CRACKS NEED TO BE SEALED AND REPAIRED, TRIP AND FALL HAZARD, ASPHALT EDGE ON WEST SIDE OF PROPERTY NEED SOME TOP SOIL TO BRING YARD UP TO LEVEL OF DRIVEWAY, TRIP FALL HAZARD, DRIVEWAY MARKINGS NEED TO BE REDONE, CONSIDER RE PLANNING PARKING TO ANGLE PARKING	
SIDEWALK	XX		
FLAG POLE		NEE POLES BENT IN WINDSTORM. WORKING ON REPLACEMENT	
WINDOWS	XX		
MONUMENT	XX	<u>MONUMENT ROCK HAS BEEN MOVED FOR BETTER VISIBILITY, AND ONGOING IMPROVEMENTS.</u>	

Captain Signature	Joe Jerue Capt.	Date: 01/16/2022
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DECATUR-HAMILTON QUICK RESPONSE BOARD

REGULAR MEETING

Monday, January 31, 2022

- 1. Call to Order, Pledge of Allegiance, and Roll Call**
- 2. Public Comment**
- 3. Additions/Deletions to the Agenda**
- 4. Approval of Agenda**
- 5. Approval of Minutes from the December 27, 2021 QR Board Regular Meeting**
- 6. Approval of Bills in a Total of \$2,149.38**
- 7. Treasurer's Report**
- 8. Officer Reports**
 - a. Team Leader's Report
- 9. Personnel**
- 10. Unfinished Business**
 - a. QR Vehicle
 - b. QR Staffing
 - c. Cascade O2 System
- 11. New Business**
- 12. Public Comment**
- 13. Adjournment**

DECATUR-HAMILTON QUICK RESPONSE BOARD

MEETING MINUTES

Monday, December 27, 2021

1. The meeting was called to order at 6:00 PM by Chairman Druskovich. Roll call was taken with Druskovich, Flowers, Kusmack K (arrived at 6:05 PM), Newell, and Newton present. Gateley was absent, Kusmack M was absent-excused.
2. No public comment was given.
3. Newell moved, Flowers seconded, CARRIED, to approve Agenda as amended to include items A) Audit under New Business . All were in favor.
4. Kusmack K moved, Flowers seconded, CARRIED, to approve November 29, 2021 Regular Meeting Minutes as presented. All were in favor.
5. Newell moved, Flowers seconded, CARRIED, to approve bills in a total of \$8,316.25 as presented. Newton noted that he would coordinate with Reeder Accounting to move QR Member Reimbursements to the Salary account. All were in favor.
6. Newton gave the Treasurer's report indicating fund balance of \$103,280.14 in the General Fund, \$442.86 in the Member's Savings Fund, and \$113,150.67 in the Capital Expenditure Fund for a total fund balance of \$216,873.67. Newton noted that at the halfway point of the fiscal year, there were no overbudget items and all expenditures were as expected at this point in the year. Newton stated that he expected revenues from winter taxes would begin to be received in January and peak in mid-to-late February.
 - a. Newell moved, Kusmack K seconded, CARRIED, to accept Treasurer's Report as presented. All were in favor.
7. Team Leader Report
 - a. Assistant Team Leader Benson reviewed response numbers for November. There were 17 responses on 51 calls for a response percentage of 33%. 32 calls in the Village, 14 in Decatur Township, and 5 in Hamilton Township.
 - b. Newton moved, Flowers seconded, CARRIED, to approve Team Leader Report as presented. All were in favor.
8. Personnel
 - a. Nothing to add.
9. Unfinished Business
 - a. QR Vehicle-Heath Seelye called to say Tapper had some options to explore, but is not through MiDeal. Working on exploring all avenues.
 - b. QR Staffing-It was noted that the DHQR is one of three standalone QRs in the area. Others are melded into FD. Still planning to go forward with millage proposal. Druskovich to sit down with Dennis from VBEMS.
 - c. Cascade O2 System-Ad-Hoc Committee created consisting of Team Leader Burns, Asst. Team Leader Benson, QR Member Randy Haun, Druskovich, and Newell to explore options. VBEMS has been a big help with O2, but a dedicated solution is needed.
10. New Business
 - a. Audit-The audit is in progress. Newton and Reeder Accounting are working to supply necessary documentation. Estimated to be completed on or before 2/28/2022. Extension was requested through State of Michigan.
11. No Public Comment was given.

12. Newton moved, Flowers seconded, CARRIED, to adjourn the meeting at 6:20 PM.

Decatur-Hamilton Quick Response Administration Board

January 2022 Disbursement Report

Date	Check #	Name	Description	Debit	Credit
01/02/2022	EFT	Village Of Decatur	Water/Sewer Service		\$ 61.47
01/02/2022	EFT	Consumers	Natural Gas Service		\$ 72.97
01/07/2022	EFT	Comcast	Phone/Internet Service		\$ 333.94
01/16/2022		Income	Interest Income	\$ 4.21	
01/25/2022		Income	Tax Proceeds	\$ 20,125.37	
01/25/2022	5441	REEDER ACCOUNTING SERVICES	Accounting Services		\$ 150.00
01/25/2022	5442	Haas Systems	Quarterly Alarm		\$ 81.00
02/01/2022	5443	Christina Benson	Asst. Team Leader		\$ 150.00
02/01/2022	5444	DH Fire Board	Building Rental		\$ 1,000.00
02/01/2022	5445	Terry Burns	Team Leader		\$ 300.00
TOTAL:				\$ 20,129.58	\$ 2,149.38

Decatur-Hamilton Quick Response

Balance Sheet

As of February 1, 2022

	Feb 1, 22
ASSETS	
Current Assets	
Checking/Savings	
Cash - Checking 34599	121,260.34
Cash - Savings - Vehicle 16696	113,150.67
Cash - Savings - Member 15771	442.86
Total Checking/Savings	234,853.87
Other Current Assets	
Prepaid Insurance	1,458.52
Accts Receivable - Other	600.00
Total Other Current Assets	2,058.52
Total Current Assets	236,912.39
Other Assets	
Prepaid Building Rent	104,500.00
Total Other Assets	104,500.00
TOTAL ASSETS	341,412.39
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Accounts payable - year end acc	3,344.00
Total Other Current Liabilities	3,344.00
Total Current Liabilities	3,344.00
Total Liabilities	3,344.00
Equity	
Retained Earnings	269,992.66
Opening Bal Equity	55,242.52
Net Income	12,833.21
Total Equity	338,068.39
TOTAL LIABILITIES & EQUITY	341,412.39

Decatur-Hamilton Quick Response
Annual Budget vs Fiscal Year To Date
July 1, 2021 through February 1, 2022

	07/01/2021 - 02/01/2022	Annual Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Misc. Inc	16,780.00	5,500.00	11,280.00
Tax Revenue - Decatur Township	14,038.99	38,000.00	-23,961.01
Tax Revenue - Hamilton Township	2,623.60	28,000.00	-25,376.40
Interest Income	32.26	75.00	-42.74
Funds Equity	0.00	0.00	0.00
CD Interest	0.00	0.00	0.00
Total Income	33,474.85	71,575.00	-38,100.15
Expense			
Building Rental	8,000.00	23,000.00	-15,000.00
Salaries	7,260.00	12,000.00	-4,740.00
Insurance	5,466.00	5,800.00	-334.00
Utilities	1,667.00	10,500.00	-8,833.00
Contracted Services	1,050.00	1,800.00	-750.00
Building Repairs	498.64	1,500.00	-1,001.36
Vehicle & Equip. Repairs	40.00	4,000.00	-3,960.00
Fuel & Oil	0.00	750.00	-750.00
Equipment & Supplys	0.00	5,500.00	-5,500.00
Audit	0.00	4,000.00	-4,000.00
Training	-3,340.00	2,500.00	-5,840.00
Total Expense	20,641.64	71,350.00	-50,708.36
Net Ordinary Income	12,833.21	225.00	12,608.21
Net Income	12,833.21	225.00	12,608.21

Decatur-Hamilton Quick Response
Profit & Loss
January 2 through February 1, 2022

	Jan 2 - Feb 1, 22
Ordinary Income/Expense	
Income	
Tax Revenue - Decatur Township	13,841.77
Misc. Inc	3,660.00
Tax Revenue - Hamilton Township	2,623.60
Interest Income	4.21
	<hr/>
Total Income	20,129.58
Expense	
Building Rental	1,000.00
Utilities	468.38
Salaries	450.00
Contracted Services	150.00
Building Repairs	81.00
	<hr/>
Total Expense	2,149.38
	<hr/>
Net Ordinary Income	17,980.20
	<hr/>
Net Income	17,980.20
	<hr/> <hr/>



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: February 7, 2022

SUBJECT: Monthly Report January 2022

Updates – January:

The following information below is reporting the current cash position for the Village of Decatur.

02/02/2022 09:55 AM		CASH SUMMARY BY FUND			Page: 1/1
User: C.TAPPER		FROM 03/01/2021 TO 01/31/2022			
DB: Decatur		FUND: ALL FUNDS			
		CASH AND INVESTMENT ACCOUNTS			
Fund	Description	Beginning Balance 03/01/2021	Total Debits	Total Credits	Ending Balance 01/31/2022
101	GENERAL FUND	591,741.16	1,092,554.07	1,150,834.21	533,461.02
202	MAJOR ROADS	596,319.27	157,301.30	60,412.20	693,208.37
203	LOCAL ROADS	118,597.75	219,665.79	163,333.40	174,930.14
206	FIRE INSURANCE PROCEEDS	438.39	0.24	0.06	438.57
213	SALVAGE VEHICLE INSPECTIONS	27,239.70	13,661.61	19,125.12	21,776.19
230	STREETS	179,987.34	169,583.51	125,603.50	223,967.35
244	BUSINESS LOANS	63,877.91	6,110.45	221.77	69,766.59
245	HOME REHAB LOANS	113,365.88	1,470.56	222.92	114,613.52
248	DDA	40,280.68	19,028.03	9,342.34	49,966.37
265	DRUG FORFEITURE	1,381.85	0.69	0.17	1,382.37
282	APRA FUND	0.00	90,655.29	0.00	90,655.29
590	SEWER FUND	788,677.63	211,171.70	195,623.66	804,225.67
591	WATER FUND	610,878.98	301,502.22	258,845.55	653,535.65
596	GARBAGE COLLECTION	9,293.36	105,408.05	114,071.55	629.86
661	MOTOR POOL	383,943.93	139,348.54	206,438.32	316,854.15
TOTAL - ALL FUNDS		3,526,023.83	2,527,462.05	2,304,074.77	3,749,411.11

Bloomington Communications has been on site working on the new phone & internet services. No issues or concerns regarding the installation process. Implementation should be completed by the end of January. It should be noted BTC was delay with the installation process due to staffing shortages due to the increases with COVID-19 cases. The first review of the newly developed Village of Decatur website was revealed to staff this past week. Please see the following [link](#) for preview.

Meeting with the Township Assessor, Shalice Northrop this past Thursday to discuss topics related to the Village of Decatur. Topics included; L-4029 Truth and Taxation, Assessing Rolls, Personal Property Tax, Cargill Company, DDA Revenues, Safebuilt and Decatur-Hamilton Fire Department and Quick Response Special Assessments. The next meeting with the Assessor is schedule for February 17, 2022. I will plan to schedule a formal presentation to the Village Council from the Assessor sometime in April.

Meeting with Zachary Morris, EDPF, Executive Director, Market Van Buren this past week. Discussion topics included; scheduling a presentation for the Village Council at the February 7, 2022, meeting, potential opportunities for the former McDonalds site along with other potential site development.

Mandy Reed, PHR, Manager, Human Resources with the Michigan Municipal League was in communication with staff this past week to continue to gather information on the upcoming Classification & Compensation Study. We are schedule for complete review in March.

2022 Decatur Community Cleanup Date has been scheduled for Saturday, April 30, 2022. This was my first opportunity to work with Emily Hickmott, Recycling Coordinator, Van Buren County Conservation District in regard to Decatur Community Cleanup date. I look forward to the continued positive relationship.

Jimmy and Tim attended a Michigan Rural Water Association educational & training opportunity regarding Cross Connections. Please review the following [link](#) from the Michigan Department of Environment, Great Lakes and Energy for additional information regarding the importance of Cross Connections. Cross connections with potable piping systems are [prohibited](#) by state plumbing codes. Additionally, Michigan water utilities are required to have a cross connection control inspection program of their water customers to eliminate and prevent cross connections. **A cross connection is an arrangement of piping that could allow undesirable water, sewage, or chemical solutions to enter your drinking (potable) water system as a result of backflow. Cross connections with potable piping systems have resulted in numerous cases of illness and even death. Historically, cross connections have been one of the most serious public health threats to a drinking water supply system and many times are present in a residential water system.**

At the request of the Village President, I have been working on an amendment to the Personal Policy. This amendment would address the use of Comp Time Banks for employees. While I encourage any amendment to our Personal Policy, I believe this opportunity would be fit time to have complete review of the Village of Decatur Personal Policy. The current policy is dated 2/12/2016. I believe time has come to have a review done of the policy.

Included with this report you will read of the progress of the Building Department – Safebuilt. The report reflects permits including Rental Inspections within the Village of Decatur. While the report reflects applications, permits issued and the number of inspections, this process is still a work in progress for staff. I wanted to include this information in my manager’s report. Please stay tuned as more applications are submitted and the summary continues to show how working with Safebuilt will be a positive reflection of the professional service will enhance community development throughout the Village of Decatur.

Village of Decatur
Downtown Development Authority

Wednesday, January 19, 2021, at 1:00 P.M
Village Hall, 114 N. Phelps Street
Decatur, MI 49045

I. James Creagan called the meeting to order at 1:00 P.M.

II. **Roll Call**

James Creagan (First State Bank), Jay Newell (Newell Insurance), Lee Moser (Moser Financial Group) excused David Moormann (Moorman Printing), excused Roger Kemp (RA Decatur Supply) Mary Miller (Mousse Lodge) Jami Swihart (Honor Credit Union), excused and Fred Reeder (CPA) excused, Village Manager Tapper, Megan Duncan, Clerk/Treasurer, Rebecca Harvey, Village Planner present.

III. **Public Comments**

- a. Let the record show, no public comment was offered

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

- a. Creagan offered a motion to approve the corrected agenda for January 19, 2022, support by Newell, motion carried unanimously 4-0.
- b. Miller offered a motion to approve the meeting minutes for November 10, 2021, support by Kemp, motion carried unanimously 4-0.
- c. Miller offered a motion to approve the meeting minutes for December 10, 2021, support by Kemp, motion carried unanimously 4-0.

VI. **Unfinished Business**

- d. Manager Tapper, still gathering information regarding the downtown banners. A copy of the FY 23 budget was provided. An update regarding the Social District's was discussed. The Board requested additional information from staff.

V. **New Business – Adoption of FY 2023 Budget**

- a. Newell offered a motion to approve to approve the Fiscal Year Budget 2023, support by Kemp, motion carried unanimously 4-0.

VI. New Business – DDA Development Plan

- a. Miller offered a motion to approve the request to submit proposals for an update to the DDA Development Plan dated 1981, supported by Creagan, motion carried unanimously 4-0.

VII. New Business – DDA, Projects, Events, Goals for 2022

- a. A general discussion ensued regarding the DDA goals, projects and events. Harvey asked the DDA to include the topic of updating the Board's By-Laws. The Board also discussed the topic of the July 4th Firework presentation.

VIII. Adjournment

- a. Kemp made a motion with support from Miller to adjourn the meeting at 2:16 P.M.
Minutes submitted by: Megan Duncan, Village Clerk/Treasurer

*Village of Decatur
Planning Commission Regular Meeting Minutes
Thursday, January 20, 2022, at 1:00 P.M
Village Hall, 114 N. Phelps Street
Decatur, MI 49045*

I. Vice Chairperson Moelaart called the meeting to order at 1:10 p.m.

II. **Roll Call**

Trustee Verran, Commission Member Janet Moelaart, Cindy Pachner (excused), Pat Muscovalley, Chairman Blaine Rex (excused), present, Village Manager Tapper, Village President, Ali Elwear (excused), Village Planner Rebecca Harvey present.

III. **Public Comment**

Tom Creagan was in attendance. Tom asked the Commission to continue the discussion regarding the Master Plan amendments regarding the future land use zoning designation.

IV. **Approval of Agenda**

Muscovalley offered a motion with support from Verran to approve the agenda for January 20, 2022, as presented, motion passed 3-0.

V. **Approval of Minutes**

Muscovalley offered a motion with support from Moelaart to approve the corrected meeting minutes from December 18, 2021, as presented, motion passed 3-0.

VI. **Planning Commission Training Session – Part One**

Village Planner, Rebecca Harvey, lead a discussion regarding the PC training session topics. Those topics included; introduction to planning & zoning teams, powers, functions and responsibilities of the Village Council, along with the powers, functions and responsibilities of the Zoning Board of Appeals.

A general discussion ensued regarding the discussion topics. A continued training session will take place with February 17, 2022, meeting.

VII. New Business – Election of Officers

Moelaart offered a motion with support from Verran to approve the election of Planning Commission Officers for 2022, Chairperson, Blaine Rex, Vice Chairperson, Janet Moelaart and Patricia Muscovalley, Secretary motion passed 3-0.

VIII. New Business – 2021 Planning Commission Annual Report

Moelaart offered a motion with support from Muscovalley to approve the 2021 Planning Commission annual report to be submitted to the Village Council motion passed 3-0.

IX. New Business – 2022 Planning Commission Work Plan

Verran offered a motion with support from Moelaart to approve the 2022 Planning Commission work Plan motion passed 3-0.

X. New Business – 2022 Planning Commission Meeting Schedule

Moelaart offered a motion with support from Verran to approve the 2022 Planning Commission meeting schedule, it should be noted that the PC meeting schedule was approved by the Village Council also, for the third Thursday every month at 1:00 P.M. at Village Hall 114/116 N Phelps Street, Decatur, MI 49045, motion passed 3-0.

XI. Planning Commission Comments

Moelaart, Muscovalley, Verran all shared their appreciation to Harvey and Tapper for scheduling and executing the training sessions.

XII. Adjournment

Moelaart offered a motion with support from Muscovalley to adjourn the meeting at 2:52 P.M. motion passed 5-0.

Permits by Permit Type Summary

Decatur Village

01/01/2022 - 01/31/2022

Commercial Alteration	Applications	Permits Issued	# of Plan Reviews	# of Inspections	Valuation	Total Fees Paid
Interior Remodel/Alteration -	1	0	0	0	\$0.00	\$200.00
Roof - Commercial	0	1	1	0	\$0.00	\$300.00
Subtotals:	1	1	1	0	\$0.00	\$500.00
Other	Applications	Permits Issued	# of Plan Reviews	# of Inspections	Valuation	Total Fees Paid
Informational	1	0	0	0	\$0.00	\$0.00
Ordinance Violation/Property	0	0	0	6	\$0.00	\$0.00
Rental Inspections	7	0	0	4	\$0.00	\$1,375.00
Subtotals:	8	0	0	10	\$0.00	\$1,375.00
Residential Alteration	Applications	Permits Issued	# of Plan Reviews	# of Inspections	Valuation	Total Fees Paid
Foundation Only - Residential	1	0	0	0	\$0.00	\$0.00
Subtotals:	1	0	0	0	\$0.00	\$0.00
Residential Miscellaneous	Applications	Permits Issued	# of Plan Reviews	# of Inspections	Valuation	Total Fees Paid
Electrical - Residential	1	0	0	0	\$0.00	\$0.00
Subtotals:	1	0	0	0	\$0.00	\$0.00
Totals:	11	1	1	10	\$0.00	\$1,875.00