

# VILLAGE OF DECATUR COUNCIL REGULAR MEETING AGENDA

Monday,  
August 7, 2023



VILLAGE OF DECATUR  
REGULAR COUNCIL MEETING  
Monday, August 7, 2023 – 7:00PM  
Village Hall – 114 N. Phelps Street, Decatur, MI 49045

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

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

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL (Excused Absences if Any)**

**4. PUBLIC COMMENT**

**5. APPROVAL OF CONSENT AGENDA ITEMS**

5A.1 - Approval of the Regular Council Meeting Agenda for August 7, 2023.

5A.2 - Approval of the Regular Meeting Minutes from July 10, 2023, and Special Meeting Minutes from July 19, 2023.

5A.3– Approval of Accounts Payable and Payroll for week ending July 31, 2023

**6. COMMUNICATIONS TO THE COUNCIL – PRESENTATIONS & GUEST**

6A.1 – Police Chief VanDerWoude, Decatur Police Department, recognition for P. Boitnott.

**7. PUBLIC HEARING**

**8. UNFINISHED BUSINESS**

**9. NEW BUSINESS**

9A.1 – Request to adopt Resolution 2023-011, Resolution to establish a transfer and or refund grant funding to the MSHDA and HUD.

9A.2 – Request to adopt Resolution 2023-012, Resolution to transfer funding from the Business Loan Fund (244) to the General Fund (101).

9A.3 – Request to adopt Ordinance 2023-004, Amendments to Ordinance 2021-001.

9A.4 – Request to adopt the updated Village of Decatur’s Investment Policy.

9A.5– Request to adopt the recommendation of Village President to appoint Trustee Beute to the Parks and Recreation Committee.

9A.6 – Request to approve intergovernmental agreement between the Village of Decatur and Van Buren County Road Commission, to perform a PASER rating study.

## **10. DEPARTMENT REPORTS**

- 10A.1 – Department of Public Works Report
- 10A.2 – Police Department Report
- 10A.3 – Fire Department Report
- 10A.4 – Clerk & Treasurer Report
- 10A.5 – Deputy Clerk & Treasurer Report
- 10A.6 – Village Manager Reports

## **11. PUBLIC COMMENTS – SECOND OPPORTUNITY**

## **12. CLOSED SESSION**

12A. – Request to enter into closed session to, in accordance with the [Open Meetings Act](#), section 15.268 Closed Session, permissible purpose, article (h) to consider material exempt from discussion or disclosure by state or federal statute.

## **13. COUNCIL COMMENTS**

## **14. ADJOURNMENT**

## **PLEASE NOTE**

### **AUDIENCE PARTICIPATION:**

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

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

1. Announcement of the agenda item by the President.
2. Verbal report provided by staff.
3. President asks 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 council members to discuss the motion if council members wish to discuss.
6. President calls for a vote on the item after discussion has occurred.

***Village of Decatur***  
***Village Council Regular Meeting Minutes***

Monday July 10, 2023, at 7:00 P.M  
Village Hall, 114 N. Phelps Street  
Decatur, MI 49045

I. President Pro Tem Jackson called the meeting to order at 7:00 P.M.

II. **Roll Call**

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

III. **Public Comments**

- a. Tom Stull, 209 E. St. Mary's, gave public comment to Council about his concerns and displeasure with the Village's water quality, golf cart registration, business with Tuttles, speeding throughout the Village, and driver's not stopping at stop signs.
- b. Betti Jo Loveland, 207 N. Phelps, gave a public comment concerning the stop sign located at N. Phelps and Pine. Vehicles do not stop.

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

- a. Trustee Beute made a motion with support from Trustee Gunther to approve the Amended Regular Council Meeting agenda for July 10, 2023, along with approval of meeting minutes from June 5, 2023, and accounts payable ending June 30, 2023, in the amount of \$472,038.19, motion carried 4-0.

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

- a. No presentations or guest speakers.

VI. **Unfinished Business**

- a. No unfinished business.

- VII. **New Business – Request to approve the Memorandum of Understanding, School Resource Officer**
- a. Trustee Gunther made a motion with support from Trustee Beute to approve the Memorandum of Understanding, School Resource Officer, motion carried 4-0.
- VIII. **New Business – Request to approve recommendation from Planning Commission to engage with Southwest Michigan Planning Commission at a cost not to exceed \$10,610.00 to be split between the joint proposal with Decatur and Hamilton Townships.**
- a. Trustee Pachner made a motion with support Trustee Gunther to approve recommendation from Planning Commission to engage with Southwest Michigan Planning Commission at a cost not to exceed \$10,610.00 to be split between the joint proposal with Decatur and Hamilton Townships, motion carried 4-0.
- IX. **New Business – Request to approve proposed bid from J.C. and Sons, Inc for Village tree removal at a cost not to exceed \$14,800.00.**
- a. Trustee Beute made a motion with support from Trustee Pachner to approve proposed bid from J.C. and Sons, Inc for Village tree removal at a cost not to exceed \$14,800.00, motion carried 4-0.
- X. **New Business – Request to adopt the Performance Resolution for Municipalities from Michigan Department of Transportation.**
- a. Trustee Beute made a motion with support from Trustee Gunther to adopt the Performance Resolution for Municipalities from Michigan Department of Transportation. Roll Call Vote, Trustee Beute, Trustee Gunther, President Pro Tem Jackson, Trustee Pachner, voting yes, motion carried 4-0.
- XI. **New Business – Request to approve quotation from City Services at a cost not to exceed \$12,900.00 for repair services to two fire hydrants.**
- a. Trustee Gunther made a motion with support from Trustee Beute to approve quotation from City Services at a cost not to exceed \$12,900.00 for repair services to two fire hydrants, motion carried 4-0.
- XII. **New Business – Request to adopt Ordinance 2023-003, Amendments to Chapter 38 Utilities.**
- a. Trustee Beute made a motion with support from Trustee Gunther to adopt Ordinance 2023-003, Amendments to Chapter 38 Utilities, motion carried 4-0.

### **XIII. Department Reports**

- a. Clerk/Treasurer Duncan, Chief of Police, Thomas VanDerWoude, and DPW Forman, James Ebeling provided Department Reports to the Council. Each department report was provided in the agenda packet. A general discussion ensued regarding the department reports.
- b. Chief VanDerWoude wanted to thank the Council for the new 2023 Patrol Car. Chief VanDerWoude also communicated with the Council that he applied for a Grant to cover the Village costs of sponsoring Kenneth Dunkerly in the academy.
- c. Clerk/Treasurer Duncan thanked the Council for the opportunity to take training courses and attend conferences. She expressed to Council the joy she finds in her career and representing her community. Clerk/Treasurer Duncan introduced Natalie Davis, Deputy Clerk/Treasurer to Council.
- d. Village Manager Tapper provided updates to the council on the prior road construction on Prairie Ronde. He also explained to Council the steps that would need to be taken about Ordinance 2020-005 Animals and Fowl.

### **XIV. Public Comments**

- a. Tom Stull, 209 E. St. Mary's, stated an unknown man approached him concerning unknown activity to the west of his residence.

### **XV. Council Comments & Additional Public Comments**

- a. Trustee Pachner shared with Administrative Assistant Shantel Pentland, that Village residents are expressing their appreciation for all the community events she has organized.
- b. Trustee Beute thought the 4<sup>th</sup> of July Parade went well.
- c. President Pro Tem Jackson thanked Village Staff for all the 4<sup>th</sup> of July weekend events, she thought Chalk the Walk was a wonderful idea.

### **XVI. Adjournment**

- a. Trustee Pachner made a motion with the support of Trustee Beute to adjourn the meeting at 7:47 P.M., motion carried 4-0. Minutes submitted by Megan Duncan, Village Clerk/Treasurer.



***Village of Decatur***  
***Village Council Special Meeting Minutes***

Wednesday July 19 , 2023, at 5:00 P.M  
Village Hall, 114 N. Phelps Street  
Decatur, MI 49045

I. President Elwaer called the meeting to order at 5:00 P.M.

II. **Roll Call**

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

III. **Public Comments**

- a. Kody Hillring gave comment to Council about the loan being joint with his spouse instead of it being an individual loan. He stated that he is the individual owner of the property, 104 ½ W. Delaware, and the loan should be individual to reflect that.

IV. **Approval of Special Meeting Agenda**

- a. Trustee Beute made a motion with support from Trustee Pachner to approve the Special Council meeting Agenda for July 19, 2023, motion carried 6-0.

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

- a. No presentations or guests.

VI. **Public Hearing**

- a. No public hearings

VII. **Unfinished Business**

- a. No unfinished business.



**VIII. New Business – Request to approve business loan, promissory note, and mortgage for Kody Hillring.**

- a. Trustee Pachner made a motion with support from Trustee Beute to approve the amended loan, promissory note, and mortgage removing Mackenzie Hillring and correcting language on the loan from, “Kody Hillring and Mackenzie Hillring, a married couple” to “Kody Hillring a married man.” Roll call vote: Trustee Beute, Trustee Gunther, Trustee Pachner, Trustee Pelfrey, and President Elwaer all voting yes. President Pro Tem Jackson abstaining. Motion carried 5-1.

**IX. New Business – Request to adopt the recommendation of Village President to appoint two applicants for Planning Commission.**

- a. President Pro Tem Jackson made a motion with support from Trustee Pachner to adopt the recommendation of Village President to appoint two applicants for Planning Commission, motion carried 6-0.

**X. Department Reports**

- a. No reports given.

**XI. Public Comments**

- a. No public comment was given.

**XI. Council Comments & Additional Public Comments**

- a. Trustee Pachner and Trustee Gunther are happy about the two new Planning Commission members.
- b. President Pro Tem Jackson thanked Village Council for holding the special meeting.
- c. Trustee Beute excited about Mr. Hillring’s business plans.
- d. Village Manager Tapper communicated with the Council that he was approached, without defined details, by the City of Hartford with the opportunity to be an Interim City Manager to assist in the hiring process of a New City Manager. Village Manager Tapper would continue to serve the Village of Decatur while assisting the City of Hartford. No decisions have been made at this time only discussion.

**XII. Adjournment**

- a. Trustee Pachner made a motion with the support of Trustee Gunther to adjourn the meeting at 5:43 P.M., motion carried 6-0. Minutes submitted by Megan Duncan, Village Clerk/Treasurer.



Village of Decatur  
114 N Phelps Street  
Decatur, MI 49045

## MEMORANDUM

TO: Village Council  
FROM: Megan Duncan, Clerk/Treasurer  
REVIEWED BY: Christopher Tapper, Village Manager  
DATE: August 7, 2023  
  
SUBJECT: Accounts Payable – Payroll – July 2023

### Action Requested:

It is requested that the Village Council approve Accounts Payable and Payroll for period ending July 31, 2023, in the amount of \$212,994.48.

### Background:

Attached is the Accounts Payable and Payroll for the period ending July 31, 2022.

### Attachments:

Accounts Payable and Payroll

CHECK DATES	VENDOR NAME	CHECK#	AMOUNT PAID	DESCRIPTION
07/10/2023	BLUE CARE NETWORK,	30194	11,731.97	PAYROLL
07/10/2023	MISDU,	30196	54.48	PAYROLL
07/10/2023	BEUTE, HARVEY N	30197	108.50	PAYROLL
07/10/2023	ELWAER, ALI M	30198	167.00	PAYROLL
07/10/2023	GUNTHER, KIM M	30199	108.50	PAYROLL
07/10/2023	MEAD JR, ROBERT H	30200	108.50	PAYROLL
07/10/2023	PACHNER, CYNTHIA A	30201	108.50	PAYROLL
07/10/2023	PELFREY, JESSICA L	30202	108.50	PAYROLL
07/10/2023	VANDERWOUDE, THOMAS C	30203	2,205.00	PAYROLL
07/10/2023	INTERNAL REVENUE SERVICE,	EFT1011	8,088.34	PAYROLL
07/10/2023	MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM	EFT1012	4,954.00	PAYROLL
07/10/2023	STATE OF MICHIGAN,	EFT1013	1,160.19	PAYROLL
07/10/2023	INTERNAL REVENUE SERVICE,	EFT1014	858.31	PAYROLL
07/10/2023	STATE OF MICHIGAN,	EFT1015	138.47	PAYROLL
07/11/2023	MCLEESE, DAVID A	30192	60.58	PAYROLL
07/11/2023	MYERS, GORDY J	30193	1,680.40	PAYROLL
07/11/2023	TAPPER, CHRISTOPHER C	DD604	3,076.80	PAYROLL
07/11/2023	DUNCAN, MEGAN M	DD605	1,725.00	PAYROLL
07/11/2023	BUSH, DOMINIC J	DD606	2,648.96	PAYROLL
07/11/2023	DAHLQUIST, THOMAS L	DD607	3,416.52	PAYROLL
07/11/2023	FRANK, ZACKERY A	DD608	2,797.60	PAYROLL
07/11/2023	RIGG, THEODORE A	DD609	3,317.82	PAYROLL
07/11/2023	VANDERWOUDE, THOMAS C	DD610	3,940.00	PAYROLL
07/11/2023	BOITNOTT, PATRICK A	DD611	1,669.20	PAYROLL
07/11/2023	DRISCOLL, DAVID J	DD612	1,650.40	PAYROLL
07/11/2023	EBELING, JAMES S	DD613	2,904.38	PAYROLL
07/11/2023	SHROYER, TIMOTHY J	DD614	2,114.50	PAYROLL
07/11/2023	DAVIS, NATALIE A	DD615	1,376.50	PAYROLL
07/11/2023	PENTLAND, SHANTEL M	DD616	1,351.00	PAYROLL
07/14/2023	MICHIGAN RURAL WATER ASSN	GEN 30216	800.00	ANNUAL MEMBERSHIP DUES FOR 7/23-6/24
07/14/2023	MML-UNEMPLOYMENT	GEN 30217	80.74	MUNICIPAL UNEMPLOYMENT COMP FUND
07/14/2023	QUADIENT LEASING USA, INC	GEN 30223	565.45	QUARTERLY LEASE FOR MAIL MACHINE
07/14/2023	REPUBLIC SERVICES	GEN 30224	426.41	GARBAGE SERVICES
07/14/2023	UNUM	GEN 1041(E)	921.43	SHORT/LONG/AD&D/LIFE INSURANCE PREMIUMS
07/14/2023	VERIZON WIRELESS	GEN 1042(E)	308.46	CELL PHONE SERVICES
07/14/2023	CONSUMERS ENERGY	GEN 1037(E)	93.01	HEATING SERVICES
07/14/2023	DELTA DENTAL	GEN 1038(E)	630.15	DENTAL PREMIUMS FOR EMPLOYEES
07/14/2023	AMERICAN ELECTRIC POWER	GEN 1036(E)	3,406.50	ELECTRICAL SERVICES
07/14/2023	DOCKMASTER	GEN 30208	600.00	REMOVE AND INSTALL CANOPIES ON RARICK PROPERTY
07/14/2023	GABRDIGE & COMPANY, PLC	GEN 30209	3,000.00	PROGRESS BILLING FOR AUDIT
07/14/2023	PYROTECNICO FIREWORKS, INC	GEN 30222	10,000.00	FINAL PAYMENT FOR FIREWORKS
07/14/2023	HAAS SYSTEMS	GEN 30210	96.00	QUARTERLY ALARM MONITORING
07/14/2023	DIVISION TIRE AND BATTERY	GEN 30207	720.00	TIRE REPLACEMENT ON DODGE DPW
07/14/2023	PEERLESS-MIDWEST	GEN 30220	1,035.00	ANNUAL WELL AND PUMP MAINTENANCE
07/14/2023	LAW OFFICE OF CRYSTAL MORGAN, PLLC	GEN 30215	351.00	ATTORNEY SERVICES FOR BLIGHT AND ORDINANCE ENFORCEMENT
07/14/2023	PAW PAW LABORATORY	GEN 30219	335.00	DRINKING AND WASTE WATER TESTING
07/14/2023	THE SAFETY COMPANY LLC	GEN 30205	1,575.92	HOSE FOR NEW LEAF VAC
07/14/2023	J.C. AND SONS INC.	GEN 30213	5,400.00	EMERGENCY TREE REMOVAL FOR DAMAGED TREES
07/14/2023	REPUBLIC SERVICES	GEN 30224	10,504.32	GARBAGE SERVICES
07/14/2023	BLOOMINGDALE COMMUNICATIONS	GEN 30204	614.86	VOIP AND FAX AT VILLAGE HALL AND PD
07/14/2023	DECATUR LUMBER COMPANY	GEN 30206	1,083.92	SUPPLIES FOR DPW, WATER, AND PARKS
07/14/2023	THE CURCIO LAW FIRM	GEN 30228	1,172.50	ATTORNEY SERVICES GENERAL AND USDA IMPROVEMENTS
07/14/2023	HONOR CREDIT UNION	GEN 30211	1,907.56	CREDIT CARD CHARGES
07/14/2023	INVOICE CLOUD	GEN 1040(E)	234.70	INVOICE PRESENTMENT FOR PAPERLESS CUSTOMERS
07/14/2023	PLEUNE SERVICE CO INC	GEN 30221	825.61	REPAIR AND MAINTENANCE FOR HEATER IN PD GARAGE
07/14/2023	SIEGFRIED, CRANDALL	GEN 30227	1,130.00	PROFESSIONAL SERVICES FOR BANK RECS
07/14/2023	SHANTEL PENTLAND	GEN 30226	18.40	REIMBURSEMENT FOR GIFT BASKET FOR CHALK THE WALK
07/14/2023	KSS ENTERPRISES	GEN 30214	231.53	CLEANING SUPPLIES FOR PARK BATHROOM AND PD
07/14/2023	HAAS SYSTEMS	GEN 30210	45.00	NEW BATTERY FOR ALARM SYSTEM AT DPW
07/14/2023	SAFEBUILT LLC	GEN 30225	5,797.52	RENTAL INSPECTION, BUILDING PERMITS AND COSE ENFORCEMENT
07/14/2023	QUADIENT LEASING USA, INC	GEN 30223	1,166.38	UTILITIES BILLS FOR CUSTOMER FOR JUNE AND JULY
07/14/2023	PLEUNE SERVICE CO INC	GEN 30221	535.00	REGULAR MAINTENANCE ON FURNACE AND AIR CONDITIONERS
07/14/2023	NYE UNIFORM COMPANY	GEN 30218	196.19	VEST CARRIER FOR OFFICE BUSH
07/14/2023	WIGHTMAN & ASSOCIATES	GEN 30229	5,962.50	USDA SEWER IMPROVEMENTS
07/14/2023	WIGHTMAN & ASSOCIATES	GEN 30229	1,400.00	NON USDA ROAD IMPROVEMENTS
07/14/2023	WIGHTMAN & ASSOCIATES	GEN 30229	3,800.00	USDA DRINKING WATER IMPROVEMENTS
07/24/2023	BLUE CARE NETWORK,	30231	1,303.56	PAYROLL
07/24/2023	MISDU,	30233	54.48	PAYROLL
07/24/2023	FOPLC,	30234	148.00	PAYROLL
07/24/2023	INTERNAL REVENUE SERVICE,	EFT1016	6,857.86	PAYROLL
07/24/2023	MUNICIPAL EMPLOYEES' RETIREMENT SYSTEM	EFT1017	4,118.92	PAYROLL

07/24/2023	STATE OF MICHIGAN,	EFT1018	1,019.54	PAYROLL
07/25/2023	PLEUNE SERVICE CO INC	GEN 30241	464.00	LABOR RATES FOR MAINTENANCE ON AIR CONDITIONER
07/25/2023	ROOP GURLEEN PATROLEUM	GEN 30243	1,108.02	GASOLINE FOR PATROL CARS
07/25/2023	DALE MOEN	GEN 30239	54.00	WINDOW CLEANING AT VILLAGE HALL
07/25/2023	PARRETT COMPANY	GEN 30240	311.16	PRINTING AND COPY SERVICES
07/25/2023	QUADIENT LEASING USA, INC	GEN 30242	300.00	POSTAGE FUNDING FOR THE MAIL MACHINE
07/25/2023	ABONMARCHE CONSULTANTS INC	GEN 30235	6,000.00	PROFESSIONAL SERVICES FOR DWAM UPDATE AND CDSMI
07/25/2023	FERGUSON WATERWORKS #3386	GEN 30236	214.99	SUPPLES FOR WATER MAINTENANCE
07/25/2023	ROSE PEST SOLUTIONS	GEN 30244	125.00	PEST CONTROL PER CONTRACT
07/25/2023	TAPPER EXPRESS AUTO	GEN 30245	42.55	OIL CHANGE ON 2020 PATROL CAR
07/25/2023	WIGHTMAN & ASSOCIATES	GEN 30246	5,400.00	USDA SEWER IMPROVEMENTS
07/25/2023	WIGHTMAN & ASSOCIATES	GEN 30246	1,200.00	NON USDA ROAD IMPROVEMENTS
07/25/2023	WIGHTMAN & ASSOCIATES	GEN 30246	3,300.00	USDA DRINKING WATER IMPROVEMENTS
07/25/2023	HARVEY CONSULTING, LLC	GEN 30237	468.75	PROFESSIONAL SERVICES TO DDA AND PLANNING COMMISSION
07/25/2023	KODY HILLRING	GEN 30238	20,000.00	BUSINESS LOAN FOR 104 1/2 W DELAWARE
07/25/2023	MYERS, GORDY J	30230	1,572.00	PAYROLL
07/25/2023	TAPPER, CHRISTOPHER C	DD617	3,076.80	PAYROLL
07/25/2023	DUNCAN, MEGAN M	DD618	1,700.01	PAYROLL
07/25/2023	BUSH, DOMINIC J	DD619	2,190.44	PAYROLL
07/25/2023	DAHLQUIST, THOMAS L	DD620	2,537.43	PAYROLL
07/25/2023	FRANK, ZACKERY A	DD621	2,313.40	PAYROLL
07/25/2023	RIGG, THEODORE A	DD622	2,593.46	PAYROLL
07/25/2023	VANDERWOUDE, THOMAS C	DD623	2,940.00	PAYROLL
07/25/2023	BOITNOTT, PATRICK A	DD624	1,454.00	PAYROLL
07/25/2023	DRISCOLL, DAVID J	DD625	1,512.00	PAYROLL
07/25/2023	EBELING, JAMES S	DD626	3,613.13	PAYROLL
07/25/2023	SHROYER, TIMOTHY J	DD627	1,680.00	PAYROLL
07/25/2023	DAVIS, NATALIE A	DD628	1,360.00	PAYROLL
07/25/2023	PENTLAND, SHANTEL M	DD629	1,360.00	PAYROLL
		<b>TOTAL:</b>	<b>212,994.48</b>	



Village of Decatur  
114 N Phelps Street  
Decatur, MI 49045

## MEMORANDUM

TO: Village Council  
FROM: Christopher Tapper, Village Manager  
REVIEWED BY:  
DATE: August 7, 2023  
  
SUBJECT: Request to adopt Resolution 2023-011, Resolution to establish a transfer and or refund grant funding to the MSHDA and HUD.

### Action Requested:

It is requested that Village Council adopt Resolution 2023-011, Resolution to establish a transfer and or refund grant funding to the MSHDA and HUD.

### Background:

At the special meeting of the Village Council, July 19, 2023, the Council reviewed the historical nature of the Housing Rehabilitation Funds. Council directed staff to research with direction of Village Attorney, to make reasonable efforts to identify the source of the funds established to create the Housing Rehabilitation Funds. As a result of Village Attorney's and staff review, reimbursing funds to MSHDA and HUD. As such the original grant from MSHDA originally came from a funding pass through a grant from the federal Department of Housing and Urban Development. We also know, from the original grant application from September 9, 1985, that the use of the money is contractually restricted.

Accordingly, it would be a breach of contract to simply transfer the remaining money from the Housing Rehabilitation Funds to the General Fund. Therefore, it is the recommendation of Village Attorney to make some effort to refund the money to the awarding agencies. Specifically, Village administration should, contact MSHDA and HUD to inquire about the process to reimburse the remaining money in the fund. Continuing, if either agency identifies such a process, following the process of refunding. Concluding, if no such process is identified within 180 days of adoption of Resolution 2023-011, the Village Council authorizes the transfer of FUNDS from fund (244) to the Village's General Fund (101)

### Attachment(s):

Resolution 2023-011

# VILLAGE OF DECATUR

COUNTY OF VAN BUREN

STATE OF MICHIGAN

## **RESOLUTION 2023-011: Resolution to discontinue the Village's Neighborhood Rehabilitation Grant and Loan Program**

**WHEREAS**, in or about the year 1985, the Village Council established the Neighborhood Rehabilitation Grant and Loan Program (the "Program"), which was intended to be a temporary program to address specific conditions existing at that time; and

**WHEREAS**, the Program was funded through a federal grant awarded by the U.S. Department of Housing and Development ("HUD"), acting through the Michigan State Housing Development Authority ("MSHDA"), and

**WHEREAS**, the Program has remained in existence significantly longer than originally anticipated due to apparent past practice of awarding applicants primarily in the form of loans as opposed to a balance of loans and grants; and

**WHEREAS**, for this reason, and due to the administrative burdens associated with the Program and the possibility of reallocating the unused grant money for other purposes, the Village Council wishes to discontinue the Program pursuant to this Resolution.

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

1. The Program is hereby discontinued and shall be wound-down in accordance with the terms and conditions described below.
2. After the effective date of this resolution, Village staff will no longer accept applications for loans or grants under the Program and no such loans or grants shall be made.
3. Payments on outstanding loans shall continue to be made, and Village staff shall continue to collect and pursue such payments in accordance with general collection practices and any applicable Program documents. All moneys collected shall continue to be deposited in the Program's segregated fund (Fund 245) unless and until such fund is closed pursuant paragraph 5 below, after which time the moneys shall be deposited in the Village's general fund and used to pay the general operating expenses of the Village.
4. The Village Manager, with the assistance of the Village Attorney as needed, is authorized and directed to contact appropriate persons within HUD and MSHDA to inquire about the necessity of and process for returning unused grant moneys. The Village Manager shall thereafter return the unused grant moneys to one or both agencies in accordance with any applicable requirements.
5. If, within 180 days of this Resolution, the Village Manager has, despite reasonable efforts, been unable to determine the process for returning unused grant moneys or has been officially informed by HUD or MSHDA personnel that no the return of the unused grant moneys is not required, Village staff is authorized and directed to close the Program's segregated fund (Fund 245) and transfer all money therein to the Village's general fund. After such transfer, the moneys may be used to pay the general operating expenses of the Village.
6. All prior resolutions of the Village Council are hereby repealed to the extent of any conflict with the terms and conditions of this Resolution.

AYES:

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NAYS:

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ABSENT:

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ABSTAINING:

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**RESOLUTION DECLARED ADOPTED**

Resolved this 7<sup>th</sup> day of August 2023

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Ali Elwaer, Village President

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Megan Duncan, Village Clerk & Treasurer

**CERTIFICATION OF RESOLUTION**

I, Megan Duncan, Clerk & Treasurer of the Village of Decatur, Van Buren County, Michigan do hereby certify that the foregoing Resolution is a true and complete copy of the resolution duly adopted by the Village Council of the Village of Decatur, Michigan, at a Regular Meeting held August 7, 2023.

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Megan Duncan, Village Clerk & Treasurer



Village of Decatur  
114 N Phelps Street  
Decatur, MI 49045

## MEMORANDUM

TO: Village Council  
FROM: Christopher Tapper, Village Manager  
REVIEWED BY:  
DATE: August 7, 2023  
  
SUBJECT: Request to adopt Resolution 2023-012, Resolution to transfer funding from the Business Loan Fund (244) to the General Fund (101).

### Action Requested:

It is requested that Village Council adopt Resolution 2023-012, Resolution to transfer funding from the Business Loan Fund (244) to the General Fund (101).

### Background:

At the special meeting of the Village Council, July 19, 2023, the Council reviewed the historical nature of the Business Loan Fund. Council directed staff to research with direction of Village Attorney, to make reasonable efforts to identify the source of the funds established to create the Business Loan Fund. As a result of Village Attorney's and staff review, reimbursing funds from the FUND (244) to the origin of source is not a realistic option.

Accordingly, because it is not clear that these funds were grant funds. Therefore, concern have been raised, whether the program might be deemed to be an unlawful lending of the public credit.

### Attachment(s):

Resolution 2023-012



# VILLAGE OF DECATUR

COUNTY OF VAN BUREN

STATE OF MICHIGAN

## **RESOLUTION 2023-012: Resolution to discontinue the Village's Commercial Rehabilitation Revolving Fund Loan Program**

**WHEREAS**, many years ago, the Village Council established the Commercial Rehabilitation Revolving Fund Loan Program (the "Program") to provide assistance to businesses in need of making repairs to their buildings and facilities;

**WHEREAS**, after a diligent search, Village staff has been unable to identify the source of the money that was used to establish the Program and create the revolving fund (Fund 244) from which the Village issues loans to participating businesses; and

**WHEREAS**, unlike a similar program that the Village has administered with respect to residential properties, there is no known documentation indicating that the Program was established with state or federal grant funds, and therefore no known reason to believe that the Village's use of the moneys in the revolving fund is contractually restricted; and

**WHEREAS**, due to the administrative burdens associated with the Program and the Village's apparent ability to reallocate moneys in the revolving fund for other purposes, the Village Council wishes to discontinue the Program pursuant to this Resolution.

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

1. The Program is hereby discontinued and shall be wound-down in accordance with the terms and conditions described below.
2. Village staff is authorized and directed to close the Program's segregated fund (Fund 245) and transfer all moneys therein to the Village's general fund. After such transfer, the moneys may be used to pay the general operating expenses of the Village.
3. After the effective date of this resolution, Village staff will no longer accept applications for loans or grants under the Program and no such loans or grants shall be made.
4. Payments on outstanding loans shall continue to be made, and Village staff shall continue to collect and pursue such payments in accordance with general collection practices and any applicable Program documents. All moneys collected shall continue to be deposited in the Village's general fund and used to pay the general operating expenses of the Village.
5. All prior resolutions of the Village Council are hereby repealed to the extent of any conflict with the terms and conditions of this Resolution.

AYES:

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NAYS:

---

ABSENT:

---

ABSTAINING:

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**RESOLUTION DECLARED ADOPTED**

Resolved this 7<sup>th</sup> day of August 2023

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Ali Elwaer, Village President

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Megan Duncan, Village Clerk & Treasurer

**CERTIFICATION OF RESOLUTION**

I, Megan Duncan, Clerk & Treasurer of the Village of Decatur, Van Buren County, Michigan do hereby certify that the foregoing Resolution is a true and complete copy of the resolution duly adopted by the Village Council of the Village of Decatur, Michigan, at a Regular Meeting held August 7, 2023.

---

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: August 7, 2023

SUBJECT: Request to adopt Ordinance 2023-004, amendments to Ordinance 2021-001

### Action Requested:

It is requested that Village Council adopt Ordinance 2023-004, amendments to Ordinance 2021-001.

### Background:

The Village Council approved Ordinance No. 2021-001, Golf Carts, at the regular council meeting on May 3, 2021. The ordinance allows the Village to regulate the use and operation of Golf Carts within the corporate limits of the Village of Decatur. At the Special Council meeting held July 19, 2023, it was suggested by Council that staff have this ordinance reviewed.

The proposed amendments are reflected:

Black existing text

~~Red~~ removed text

Blue added text

### Attachment(s):

Ordinance No. 2023-004

Registration Application

Golf Cart Inspection Checklist

# VILLAGE OF DECATUR

ORDINANCE NO. ~~2021-001~~  
2023-004

AMENDING ORDINANCE NO. 2021-001

## AN ORDINANCE TO REGULATE THE USE AND OPERATION OF GOLF CARTS WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF DECATUR

### THE VILLAGE OF DECATUR ORDAINS:

#### SECTION 1. DEFINITIONS

- A. *Village* - The Village of Decatur, County of Van Buren, State of Michigan.
- B. *Driver's License* - An operator's or chauffeur's license issued to an individual by the Secretary of State under Chapter III of the Michigan Vehicle Code, 1949 PA 300, MCL 257.301 to MCL 257.329, as amended, for that individual to operate a vehicle, whether conditions are attached to the license or permit.
- C. *Golf Cart* - A vehicle that is designed and manufactured for transportation while playing the game of golf. A golf cart is not required to meet the vehicle safety requirements of a low-speed vehicle. All golf carts operated within the village shall have no increased power, wheelbase, or tire modifications for a standard manufactured or electric golf cart without prior approval from the Village.
- D. *Maintained Portion* - That portion of a road improved, designated, or ordinarily used for vehicular traffic, that also includes the gravel shoulder/paved shoulder.
- E. *Operate* - To ride in or on or be in actual physical control of the golf cart.
- F. *Operator* - A person who operates or is in actual physical control of the operation of the golf cart.
- G. *Registration* - The process through which every person intending to operate a motorized golf cart on roads or streets within the Village must follow.
- H. *Registration Sticker* - A person operating a motorized gold cart by permit in the Village shall have a current ~~registration sticker~~ permit decal displayed on the driver's rear fender of the cart. Registration ~~stickers applications are obtained by completing and submitting the must be completed and submitted the proper registration for to the Village~~ must be completed and submitted to the Village, a completed golf cart inspection, along with the purchase of the permit decal, ~~along with a \$10.00 fee. A registration sticker.~~ The permit decal is valid for a period of three (3) years and must be renewed.
- I. *Street* - A road, roadway, street, or right-of-way within the corporate boundaries of the Village of Decatur, County of Van Buren, State of Michigan, excluding State or Federal Highways. The terms road, roadway, street, and right-of-way are interchangeable.
- J. *Slow-Moving Vehicle* - A slow moving vehicle sign is a reflective orange triangle bordered with red that warns other road users that the vehicle displaying said sign is traveling slower than the normal speed of traffic.

## **SECTION 2. OPERATION OF GOLF CARTS ON VILLAGE STREETS/ROADWAYS**

A person may operate a golf cart on village streets pursuant to the requirement as set forth in MCL 257.657a and subject to the following restrictions:

- A. A person shall not operate a golf cart on any street unless they are at least sixteen (16) years old and licensed to operate a motor vehicle.
- B. The operator of a golf cart shall comply with the signal requirement of section 648, as amended, that apply to the operation of a vehicle.
- C. All golf carts are required to have a slow-moving vehicle sign on the rear of the golf cart that shall be visible from all distances up to five hundred (500) feet.
- D. A person operating a golf cart may operate on the far-right maintained portion of a street, roadway, or public right-of-way and shall ride as near to the far-right side of the maintained portion as practicable, exercising due care when passing a standing vehicle or on proceeding in the same direction.
- E. No motorized golf carts shall be operated in the Village at any time on State or Federal highways, [M-51 also known as Delaware Street](#), except to cross highways where crosswalks have been designated or by using the most direct line of crossing. ~~No crossing shall occur at Phelps ST.~~
- F. A golf cart shall not be operated on a public sidewalk constructed for pedestrian use.
- G. The maximum speed at which a golf cart may operate is 15 mph or less and shall not be operated on any highway or street with a speed limit of more than 30 mph except to cross said highway or street.
- H. Golf carts ~~may only be operated on designated roadways and~~ shall not be operated on a village street during the period of one-half hour before sunset to one-half hour after sunrise.
- I. A person who is a passenger in a golf cart, six (6) years of age or under, is required to wear a crash or bicycle helmet.
- J. A golf cart shall not be used to carry more persons than the number for which it is designed and equipped.
- K. A golf cart shall not be operated in inclement weather or when visibility is impaired by weather or when roads are snow/ice covered.
- L. Golf carts shall not be operated on a road or street in a negligent manner to endanger any person or property, or to obstruct, hinder, or impede the lawful course of travel of any motor vehicle or the lawful use by any pedestrian of public streets, sidewalks, paths, trails, walkways, or parks.
- M. Off-road vehicles such as all-terrain vehicles (ATVs), multitrack or multi-wheel drive vehicles, dune buggies, or like-vehicles are not considered golf carts.

## **SECTION 3. REGISTRATION AND REGISTRATION STICKERS**

- A. Golf cart owners operating within the village shall [complete and submit a registration application for](#) ~~register~~ each golf cart on a triennial basis. ~~by making application to the office of the Village Clerk.~~ A list of registered golf carts shall be maintained by the Village Clerk.
- B. [Golf carts shall be inspected by a Village employee to ensure the golf cart is compliant with this ordinance before the permit decal is issued.](#)
- C. ~~The charge to obtain a registration sticker will be \$10.00.~~ [The purchase of the permit decal.](#) The golf cart owner shall affix the ~~registration sticker~~ [permit decal](#) issued by the Village to the driver's rear fender of the golf cart. The ~~registration sticker~~ [permit decal](#) will be valid for a period of three (3) years. [The fee associated with the permit decal will be included in the yearly fee schedule approved by the Village Council.](#)
- D. Failure to register a golf cart or renew an existing registration shall constitute a violation of this ordinance.

#### **SECTION 4. PENALTIES**

- A. Any person violating any provisions of this ordinance shall be responsible for a municipal civil infraction. The penalty for the first offense shall be One Hundred (\$100.00) Dollars. The penalty for the first subsequent offense would be Two Hundred Fifty (\$250.00) Dollars. Repeat offense shall be defined as a violation of said ordinance which as been ticketed for within the previous thirty (30) days. For any second or subsequent repeat offense, the fine shall be no more than Five Hundred Fifty (\$500.00) Dollars. It shall be the duty of the Village of Decatur Police Department to enforce the provisions of this ordinance within the corporate limits of the Village of Decatur. If, after investigation, an officer determines that a violation of the ordinance exists, the officer shall be authorized to issue a municipal civil infraction citation to the operator responsible for violating the provisions of this ordinance. Service of said civil infraction citation or civil infraction notice shall be made in accordance with MCL 600.8707, Public Act 12 of 1994.
- B. A court may order a person who causes damage to the environment, a road, or other property as a result of the operation of a golf cart to pay full restitution for that damage above and beyond the penalties paid for civil infractions.

#### **SECTION 5. SEVERABILITY**

The provisions of this Ordinance are hereby declared to be severable, and if any part is declared invalid for any reason by a Court of competent jurisdiction, it shall not affect the remainder of the Ordinance which shall continue in full force and effect.

#### **SECTION 6. EFFECTIVE DATE.**

This ordinance shall take effect on August 7, 2023.

**Adopted by the Village Council of the Village of Decatur, Van Buren County, Michigan, on this 7<sup>th</sup> day of August 2023.**

\_\_\_\_\_  
Ali Elwaer, Village President

\_\_\_\_\_  
Megan Duncan, Village Clerk & Treasurer

#### **CERTIFICATION**

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 August 2023, 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 August 2023.

\_\_\_\_\_  
Megan Duncan, Village Clerk & Treasurer

Village of Decatur  
**GOLF CART REGISTRATION APPLICATION AND PERMIT DECAL**

Select the service type below:

☐ **Three (3) year Permit Decal \$ 15**

☐ **Replace Permit Decal \$5**, if the permit decal on the Golf Cart is missing or becomes damaged.

**GOLF CART IDENTIFICATION**

Vehicle/Serial Identification Number (if applicable)	Make	Year Make

**OWNER INFORMATION**

I certify that this golf cart is owned by:

Owner Complete Legal Name (Last, First, Middle)	Customer Number	Driver License Number
Co-Owner Complete Legal Name (Last, First, Middle)	Co-Owner	Co-Owner Driver License Number

**Residential Street Address:**

City:	State:	Zip Code:

**Additional Operating Address:**

City:	State:	Zip Code:

**OPERATING RESTRICTIONS**

- The Permit Decal must be affixed to the drivers rear fender of the golf cart.
- Operator must have a valid driver's license and must be at least sixteen years of age.
- The driver's license must be in the operator's possession.
- Street means a road, roadway, street or right-of-way within the corporate boundaries of the Village of Decatur, County of Van Buren State of Michigan, excluding State or Federal Highways. The terms road, roadway, street and right-of-way are interchangeable.
- A slow-moving vehicle sign is a reflective orange triangle bordered with red that warns other road users that the vehicle displaying the sign is traveling slower than the normal speed of traffic.
- The operator of a golf cart shall comply with the signal requirements of MCL 257.648, as amended, that apply to the operation of a vehicle.
- All golf carts are required to have a slow-moving vehicle sign on the rear of the golf cart that shall be visible from all distances up to five hundred (500') feet.
- The operator of a golf cart shall obey all sections pertaining to traffic in the Michigan Vehicle Code and the Uniform Traffic Code.
- A person operating a golf cart may operate on the far-right maintained portion of a street, roadway or public right-of-way and shall ride as near to the far-right side of the maintained portion as practicable.
- No motorized golf carts shall be operated in the Village at any time on state or federal highways, M-51 also known as Delaware Street, except to cross highways where crosswalks have been designated or by using the most direct line of crossing.
- A golf cart shall not be operated on a public sidewalk constructed for the use of pedestrians.
- The maximum speed at which a golf cart may be operated is 15 mph or less.
- Golf carts shall not be operated on Village streets during the time period from one half hour before sunset to one half hour after sunrise.
- A person who is a passenger in a golf cart, six (6) years of age or under, is required to wear a crash or bicycle helmet.
- A golf cart shall not be used to carry more persons at one time than the number for which it is designed and equipped.
- A golf cart shall not be operated in inclement weather or when visibility is impaired by weather or when roads are snow and/or ice covered.
- Golf carts shall not be operated on a road or street in a negligent manner so as to endanger any person or property, or to obstruct, hinder, or impede the lawful course of travel of any motor vehicle or the lawful use by any pedestrian of public streets, sidewalks, paths, trails, walkways, or parks.
- Off-road vehicles, such as Gators, all-terrain vehicles (ATVs), a multitrack or multi-wheel drive vehicle, dune buggy, or like-vehicles are not considered golf carts.

Owner's Signature

Date

**DO NOT WRITE IN THIS SPACE**

Decal No. \_\_\_\_\_

Office Signature \_\_\_\_\_

Date of Issue



## Village of Decatur Golf Cart Inspection Checklist

Date of Inspection: \_\_\_\_\_

Employee Completing Inspection: \_\_\_\_\_

Location of Inspection: \_\_\_\_\_

1. Citizen has been or will be provided with a copy of the Ordinance and applicable State Law(s).

Yes

No

2. Citizen has presented their driver's license upon completing the registration application.

Yes

No

3. Golf cart Serial Number or Vehicle Identification Number (VIN) has been verified?

Yes

No

4. The "make" of the golf cart has been verified?

Yes

No

5. Gold Cart has a slow-moving vehicle sign (reflective orange triangle bordered with red) on it.

Yes

No

6. The golf cart has no "increased power", "wheelbase", or "tire modifications" for a standard manufactured or electric golf cart.

Yes

No





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: August 7, 2023  
  
SUBJECT: Request to adopt the updated Village of Decatur's Investment Policy

### Action Requested:

It is requested that the Village Council adopt the updated Village of Decatur's Investment Policy.

### Background:

The State of Michigan has made it a statutory requirement that all municipalities must have an Investment Policy. Public Act 20 of 1943 is an act relative to the investment of funds of public corporations of the state, and to validate certain investments. This investment policy was created to reflect those validated investments.

### Attachment(s):

Village of Decatur Investment Policy



## **Village of Decatur Investment Policy**

### **Purpose**

The purpose of this policy is to give an approved set of clear and concise objective guidelines to be used by those responsible for investing funds for the Village of Decatur. The policy is based on the premise that available public funds should be invested in minimal or risk-free instruments where they may earn the highest rate of return available. The anticipation of these earnings will help finance various programs and services the Village provides. An additional intent of this policy is that public funds of the community shall be working in the community and local financial institutions. It is recognized that this policy is subject to public review and will be subject to amendment by the Village Council as changes occur in legislation, Village investments and the Village's economic needs.

### **Scope**

The investment policy applies to all investment activities of the Village of Decatur. These assets are accounted for in the various funds of the Village and include the general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, internal service funds, trust and agency funds and any new fund established by the Village Council.

Investment earnings shall become part of the fund for which the investment was made. When money of more than one fund is combined for an investment "pool", the money shall be accounted for separately, and the earnings from the investment shall be separately and individually computed, recorded, and credited to the fund for which the investment was acquired.

### **Objectives**

The following shall be the objectives of this policy:

- A. Safety of the principal – Each investment transaction shall seek first to ensure that capital losses are avoided, whether from default, erosion of market value or otherwise.

- B. Diversification – A closely related objective which eliminates the risk of loss from an over concentration of assets in a specific depository, a specific maturity, a specific issuer, or a specific class of securities. The governing body, however, recognizes that in a diversified portfolio, occasional measured losses are inevitable and must be considered within the context of the overall portfolio's investment return, provided adequate diversification has been implemented.
- C. Maintain adequate liquidity – This objective reflects a desire to prevent cash shortages in meeting the Village's reasonably expected operating needs.
- D. Return on Investment – The Investment portfolio shall be designed with the objective of obtaining a rate of return throughout the budgetary and economic cycles, considering the investment risk constraints and the cash flow characteristics of the portfolio.

## Delegation of Authority

The Village of Decatur Council shall set forth all policies regarding investments. The Village Manager shall direct the Village Treasurer in the implementation of those policies. Day to day management of the Village's investments will be the responsibility of the Treasurer. The Treasurer shall establish written procedures and internal controls for the operation of the investment program, consistent with this investment policy. No person may engage in an investment transaction except as provided under the terms of this policy and in accordance with the procedures established by the Treasurer. The Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials.

In the exercise of this fiduciary responsibility, the Treasurer (or designate) shall have the authority to determine the maturity dates, kinds of investment instruments, and institutions which best meet the cash management needs and objectives of the Village subject to the provisions of this policy.

## Authorized Investments

The Village of Decatur may invest its funds in the following investments, which are approved investments for Michigan Municipalities as outlined in section 129.91 of the Michigan Compiled laws.

- ❖ *U.S. Government Obligations*, such as bonds, bills or notes which are direct obligations of the U.S. Government or any agency or instrumentality thereof, including repurchase agreements of such obligations. Eligible obligations include U.S Treasury Bills, U.S. Treasury Bonds, U.S. Treasury Notes, Export Import Bank Debentures and Participation Certificates, Farmers Home Administration Insured Notes, General Services Administration Participating Certificates, Obligations of the Federal Home Loan Mortgage Corporation, FNMA Bonds and GNMA Bonds, Participation Certificates, and Pass Troughs.
- ❖ *Certificates of Deposits*, savings accounts, deposit accounts, or depository receipts of a financial institution.
- ❖ *Investment Pools*, as allowed by Michigan Public Act 367 of 1982 or by Michigan Public Act 121 of 1985, and which are composed of investment vehicles, which are legal for direct investment, by local units of government in Michigan.
- ❖ *Commercial Paper*, rated at the time of purchase within the two (2) highest classifications established by not less than two (2) standard rating services and which mature not more than 270 days after the date of purchase.
- ❖ *Mutual Funds*, including money market funds, registered under Title I of Chapter 686 of the Investment Company Act of 1940, 15 U.S.C. 80a-1 to 80a-3 and 80a-4 to 80a-64, with authority to purchase only investment vehicles that are legal for direct investment by a Michigan public corporation. This authorization shall be limited to securities whose intention is to maintain a net asset value of \$1.00 per share.

## Prudence

The following standard of prudence shall be applied in managing the Village's available funds in accordance with this policy:

Investments shall be made with judgment and care under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment,

### **Village of Decatur Investment Policy**

considering the probable safety of their capital as well as the probable income to be derived.

Village investment officials acting in accordance with this investment policy and written procedures as may be established pursuant to this policy, state, and local law, and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, if deviations from expectations are reported in a timely fashion, and appropriate action is taken to control adverse developments.

## Ethics

Officials and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of this policy, or which could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the Village Manager any material financial interests in financial institutions that conduct business within the Village, and they shall further disclose any large personal financial/investment positions that could relate to the performance of the Village's portfolio. Employees and officials shall subordinate their personal investment transactions to those of the Village, particularly regarding the timing of purchases and sales.

## Financial Institutions, Intermediaries & Issuers Selection Criteria

- A. A financial institution, as identified in Michigan Public Act 20 of 1943, with which the Village deposits or invests its funds must be eligible to be a depository of funds belonging to the State of Michigan under a law of the State of Michigan or the United States, and shall be a state or nationally chartered bank or a state or federally chartered savings and loan association, a savings bank, or credit union, the deposits of which bank, savings and loan association, savings bank, or credit union are insured by an agency of the United States Government, and which bank, savings and loan association, savings bank, or credit union maintains a principle office or branch office located in the State of Michigan under laws of the State of Michigan or the United States.
- B. Securities shall be purchased only through qualifying financial institutions, which provide the services of a securities dealer, or through "Primary Government Securities Dealers" as designated by the Federal Reserve Bank. These institutions, dealers and issuers must meet capital adequacy guidelines as determined by their respective regulatory agencies and certify that no material adverse events have occurred since the issuance of their most recent financial statements. They must also agree to notify the Village in the event of material adverse events affecting their capital adequacy.

## Safekeeping and Custody

All securities purchased by the Village shall be properly designated as an asset of the Village and held in safekeeping. No withdrawal of such securities, in whole or in part, shall be made from safekeeping except by the Village Treasurer or by his or her designee.

All security transactions, including collateral for repurchase agreements and financial institution deposits, entered by the Village shall be on a cash (or delivery vs. payment) basis. Securities may be held by a third-party custodian designated by the Village Council.

## Knowledge of Investment Policy

Before accepting funds or engaging in investment transactions, each bank, savings and loan association, securities dealer, or other financial institution shall certify in writing that it has reviewed this statement of investment policies and objectives.

## Investment Performance Reporting

The Village Treasurer annually shall provide a written report to the Village Council concerning the investment funds, which report shall include the principal and type of investment by fund, annualized yield, ratio of cash to investments, earnings for the preceding year and a summary report of cash and investments maintained in each financial institution.

Material deviations from projected investment strategies shall be reported immediately to the Village Manager.



## Acknowledgment of Eligibility as a Public Fund Depository and Receipt of Village of Decatur's Investment Policy

I, \_\_\_\_\_ hereby certify that \_\_\_\_\_ qualifies  
(Name of Representative) (Name of Institution)

as a depository of public funds in the State of Michigan. This institution also certifies the investment policy of the Village of Decatur has been received and reviewed by our representatives. It is understood that the sole purpose of this investment policy is to provide the Village of Decatur with a formally approved set of guidelines for the investment of public funds.

Regularly available services, subject to State of Michigan requirements, will be supplied to the Village of Decatur upon request and subject to this institution's standard operating procedures. To aid the Village of Decatur's implementation of its investment policy, annual financial statements of this institution will be provided to the Village of Decatur.

The acknowledgment of receipt and review of the Village of Decatur's investment policy does not accept or imply additional liability to this financial institution.

It is also understood additional agreements may become necessary due to the use of various financial instruments and services as provided in the investment policy (i.e. Third Party Custodial Agreements, Master Repurchase agreement, etc.).

\_\_\_\_\_  
Signature of Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



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: August 7, 2022

SUBJECT: Request to adopt the recommendation of Village President to  
appoint, Trustee Beute to the Parks & Recreation Committee

### Action Requested:

It is requested that Village Council approve the recommendation of the Village President to appoint, Trustee Beute to Parks & Recreation Committee, for his Council term ending November of 2024.

### Background:

The Village of Decatur has adopted a Community Parks and Recreation Plan, January 30, 2020. This document is extremely helpful outlining the goals and objectives of the joint communities of Decatur Township, Hamilton Township and the Village of Decatur.

In addition to continue the efforts for improvements to the Village of Decatur, Parks & Recreation the Village Council took action at the July 5, 2022, to create such committee. Some of the items the committee will be addressing; implementation of Parks and Recreation Plan 2020, Improvements to current facilities, Sidewalks and Pathways, Splash Pad.

Trustee Beute if accepted will replace, former committee member, Kande Hawks.

### Attachment(s)

Beute - application





## APPLICATION TO SERVE ON VILLAGE OF DECATUR BOARDS & COMMISSIONS

A separate application is required for each board or commission you wish to be considered for appointment. Applications remain active for one year from the date of submittal. Resumes are encouraged and may be attached to your application.

Name: <u>HARVEY BEUTE</u>	
Home Address: <u>302 N. GEORGE</u>	Work Address: <u>SCHOOL</u>
Home Phone:	Work Phone:
Cell Phone: <u>''</u>	Email: <u>radio2rwa2@aol.com</u>
Please note your preferred method(s) to be contacted: <u>email OR phone is FINE</u>	
Please select the board or commission your application pertains to: <input type="checkbox"/> Village Council <input checked="" type="checkbox"/> Parks & Recreation Committee <input type="checkbox"/> Downtown Development Authority <input type="checkbox"/> Planning Commission	

Describe any experiences that led to your desire to serve the community:
<u>HAVING WALKED AROUND DECATUR, I SEE A NEED FOR MORE RECREATIONAL OPPORTUNITIES IN THE COMMUNITY.</u>

Provide a brief biography. Include your skills, background/expertise, as well as involvement in the community, professional or other nonprofit organizations that are specifically applicable to your desired board:
<u>CURRENTLY SERVING ON THE VILLAGE COUNCIL AS A MASTER GARDENER I VOLUNTEER WEEKLY IN CRANE PARK (KALAMAZOO) AND ONCE SERVED ON A CITIZENS COMMITTEE IN KIZOO TO RECOMMEND TREES &amp; NATIVE PLANTINGS.</u>

**Employment:** List your three most recent employment experiences:

Dates of Employment	Company Name/Location	Position	Job Description
6-2000	DECATUR PUBLIC SCHOOLS	TEACHER	NOT ENOUGH ROOM TO WRITE IT ALL
<del>AAA</del> 1996-2001	AAA	CUSTOMER SERVICE	HELPED ROUTE TRIPS
1991-1997	STEELTEES	SHOE SALES MAN	SOLD SHOES.

**Education:** List your most recent educational experiences:

Educational Institution/School	Certificate/Degree Received	Area(s) of Study
U of M	TEACHERS CERT	ED.
U of M	BA	POL SCI

**Important Public Records Information:** All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the Village Clerk at (269) 423-6114 if you have any questions or concerns about the disclosure of specific information.

**Truth and Accuracy:** I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that the information disclosed on this form will be publicly available as part of a Freedom of Information Act request.

  
Applicant Signature

  
Date

Return completed forms to: Village of Decatur  
114 N. Phelps St.  
Decatur, MI 49045



Village of Decatur  
114 N Phelps Street  
Decatur, MI 49045

## MEMORANDUM

TO: Village Council  
FROM: Christopher Tapper, Village Manager  
REVIEWED BY:  
DATE: August 7, 2023

SUBJECT: Request approval of the intergovernmental agreement between the Village of Decatur and the Van Buren County Road Commission, to execute PASER rating across the Decatur Village limits at a cost not to exceed \$631.84

### Action Requested:

It is requested that Village Council approve the intergovernmental agreement between the Village of Decatur and the Van Buren County Road Commission, to execute PASER rating study across the Decatur Village limits at a cost not to exceed \$631.84.

### Background:

Each year the Van Buren County Road Commission, performs Pavement Surface Evaluation and Rating (PASER) on municipal streets. The PASER rating system is a visual method to measure the conditions of paved roads. Paved roads are rated on a scale of 1-to-10.

Since 2003 the Transportation Asset Management Council (TAMC) requires road agencies to collect and submit roadway conditions information based on PASER. The information collected is used to generate annual reports, populated interactive maps, and generate a wide range of performance measures.

According to Act 51 (P.A. 499 2002, P.A. 199 2007) each local road agency shall annually report the mileage and condition of the road and bridge system under their jurisdiction to the TAMC. To fulfill the requirement of this Act each year TAMC sets requirements for road condition data collection and submission by road-owning agencies in Michigan. Road condition rating is eligible for reimbursement from TAMC if the required training is attended and proper documentation is submitted at the end of the collection process.

### Attachment(s):

VBCR-invoice  
VBCR-intergovernmental agreement

# VAN BUREN COUNTY ROAD COMMISSION

## CITY/VILLAGE ROAD SPECIAL MAINTENANCE

**Project #:** 0077.0.03.1

**City/Village:** Decatur

**Locations:** All Certified Roads in Village

**Type of Work:** PASER Rating

ITEM OF WORK	QUANTITY	UNIT	AMOUNT
Labor + Fringe	4	Hours	\$ 525.06
Equipment	4	Hours	\$ 57.28
Overhead			\$ 49.50

**Total Estimated Cost:** \$ 631.84

This estimate is valid for 60 days from receipt of program sheet and is for planning purposes only. Work performed for Cities and Villages will be performed at actual cost including fringe and overhead expenses. The City/Village agrees to pay for the project as outlined above. If the City or Village cancels the project at any time, the City or Village agrees to pay for any costs incurred to date.

### FUNDING (BILLED AT COST)

City/Village	\$	631.84
Road Commission Funds	\$	-
Total	\$	<u>631.84</u>

\_\_\_\_\_  
**Village/City Manager or Clerk**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Van Buren County Road Commission**

\_\_\_\_\_  
**Date**

## **INTERGOVERNMENTAL AGREEMENT – HIGHWAY MAINTENANCE OR REPAIR**

This Agreement is made and entered into on \_\_\_\_ day of \_\_\_\_\_, 2023 by and between the Board of County Road Commissioners of the County of Van Buren (hereinafter referred to as the Van Buren County Road Commission), and the Village of Decatur, collectively referred to as “the Parties.”

### **Recitals**

1. Van Buren County Road Commission and the Village of Decatur are both “municipal corporations” within the meaning of MCL 124.1.
2. The Village of Decatur has jurisdiction over certain roads within the Village of Decatur, as provided by the laws of the State of Michigan.
3. The Village of Decatur has statutory responsibility pursuant to MCL 224.21 and MCL 691.1402 for the repair and maintenance of roads under its jurisdiction.
4. The Village of Decatur desires to make, perform maintenance, or repair to certain roads within its jurisdiction, as specified in Attachment 01.2023.
5. Van Buren County Road Commission seeks to enter into an Intergovernmental Agreement with the Village of Decatur for the performance of the specified maintenance or repair.
6. This Agreement is made pursuant to MCL 124.2, which permits any municipal corporation to contract with any other municipal corporation for the performance of any service which each would have the power to perform separately.

The Parties therefore agree as follows:

1. **Highway Maintenance or Repair.** Van Buren County Road Commission agrees to perform maintenance or repair work as described in Attachment 01.2023. The Parties agree that these services are to be provided pursuant to MCL 124.2, MCL 224.21 and MCL 691.1402 or their successor statutes. The Parties further agree that the performance of these activities constitute the exercise or discharge of a governmental function assigned by operation of law to the Parties.
2. **Consideration.** In exchange for highway maintenance or repair services performed by the Van Buren County Road Commission, the Village of Decatur agrees to compensate the Van Buren County Road Commission in the amount of as follows: At cost, to include all labor, equipment, fringe and overhead for maintenance upon all Act 51 certified roadways, and for handling all situations that should arise outside of the normal complaints and inquires at the discretion of the Van Buren County Road Commission.
3. **Acknowledgement.** The Parties acknowledge and represent that this Agreement is entered into freely and voluntarily, without duress, undue influence, or misrepresentation.
4. **Amendment.** This Agreement shall not be modified or amended in any manner, except by written agreement signed by each Party. There are no representations or agreements beyond those expressly set forth in this Agreement.
5. **Signatures.** This Agreement will bind each Party and its respective heirs, personal representatives, successors, and assigns.

6. **Indemnification.** The Village of Decatur (as indemnitor) agrees to protect, defend, indemnify, and hold Van Buren County Road Commission (as indemnitee), and its officials, officers, employees, and agents, free and harmless to the fullest extent permitted by law from and against any and all losses, penalties, damages, assessments, costs, charges, professional fees, and other expenses or liabilities of every kind and arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of action of every kind in connection with or arising out of the highway maintenance or repair activities. Indemnitor further agrees to investigate, handle, respond to, provide defense for, and defend any such claims, etc., at indemnitor's sole expense and agrees to bear all other costs and expenses related thereto to the fullest extent permitted by law.
7. **Insurance.** The Village of Decatur shall be responsible for maintaining adequate liability and casualty insurance to provide for all obligations listed in Paragraph 6. Proof of such insurance naming Van Buren County Road Commission as an additional insured shall be provided prior to commencement of any maintenance or repair activities. It is understood and agreed, however, that each party shall maintain the workers disability compensation insurance and no-fault automobile insurance mandated by state law covering all of its own persons and equipment utilized in performing the maintenance or repair work.
8. **Mutual Waiver of Subrogation.** To the extent damages are covered by property or bodily injury insurance, the Parties waive all rights against each other, their officials, officers, employees and agents, for damages. The Parties shall require of any other third-party contractors, consultants, agents, and employees of any of them, similar waivers in favor of the Parties enumerated herein.
9. **Governmental Immunity.** All activities performed under this Agreement are governmental functions. No provision of this Agreement is intended to, or shall be construed to, waive or forfeit any governmental immunity enjoyed by the Parties, their officials, officers, employees and agents.
10. **Governing Law.** This Agreement will be governed by the laws of the State of Michigan and must not be construed against any party.
11. **Interpretation.** For purposes of interpretation of this Agreement, neither Van Buren County Road Commission, nor the Village of Decatur shall be deemed to have been the drafter of this Agreement.

VAN BUREN COUNTY ROAD COMMISSION

VILLAGE OF DECATUR

X \_\_\_\_\_

X \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



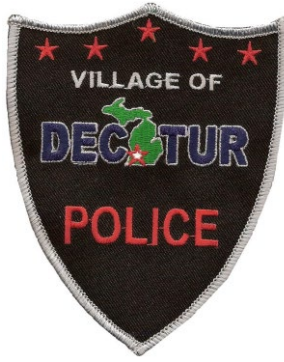
Village of Decatur  
114 N Phelps Street  
Decatur, MI 49045

## **MEMORANDUM – MONTHLY REPORT**

TO: Village Council  
FROM: Jimmy Ebeling, DPW  
REVIEWED BY: Christopher Tapper, Village Manager  
DATE: August 1, 2023  
  
SUBJECT: July 2023 Monthly Report from DPW

### **July 2023 – Jobs completed**

- Marked 8 Miss Digs
- Completed 6 Work Orders
- Completed 1 Shut-off
- Completed 1 Turn-On
- Completed 2 Final Reads
- Read water meters for billing
- Prepped for Food Trucks
- Cleaned and mowed road shoulders and parks
- Leaf and brush pickup throughout Village limits
- Edged sidewalks N. Phelps St.
- Cleaned curbs
- Did water samples for Monthly Analysis Report – took to Paw Paw Lab – sent results to Egle
- Collected wastewater samples
- Collected drinking water samples
- Wastewater discharge request
- Equipment/vehicle maintenance
- Tree trimming
- Cold patched pot holes throughout Village
- Prepped/maintenance summer equipment- mowers
- Sewer maintenance
- Cleaned bathrooms at RWP
- Watered flowers
- Assisted with prep and cleanup for Midwest Fest
- Set up for Night Market
- Prepped for 4th of July activities
- Clean up after Food trucks and Fireworks Extravaganza
- Assisted with July 4<sup>th</sup> Road closures
- Repainted pavement markings



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

To: Village Manager Chris Tapper  
Fr: Chief Tom VanDerWoude  
Date: July 31, 2023  
Ref: Monthly Report for the Month of July 2023

**Meetings / Events / Information:**

- Council Meeting
- Meeting with Final Gravity
- Fire Board Meeting
- Meeting with New Police Officer Ken Dunkerley
- July 3<sup>rd</sup> Events, Food Trucks, Chalk, and Fireworks
- July 4<sup>th</sup>, Parade, All Staff Working this Event
- Special-Lite Presentation: I completed an Active Shooter Presentation
- Special-Lite Luncheon, Business Meeting
- Bronson Luncheon
- July 29<sup>th</sup>, Midwest Festival, All Staff Working This Event

**Training:**

- July 26 and 27, Officer Bush, Radar Training
- July 31, August 1,2,3,and 4th, Officer Frank, Training, NASRO School (National Association of School Resource Officers), Grand Rapids, MI

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

**Arrests: July 1, 2023, to July 31, 2023**

- 7-17-23, Female, Warrants
- 7-27-23, Male, Warrants

**Calls for Service / Reports Taken: July 1, 2023, to July 31, 2023**

- Motorist Assist
- Assist Medical
- Harassment
- PBT Calibrations
- Civil Dispute
- Assist VBCS, Warrant Arrest
- Assist VBCS, Recovery of Stolen Motorcycle



- Drove While License Revoked
- Alarm
- Assist Medical
- Suspicious Situation
- General Assist
- General Assist / Welfare Check
- Larceny from Auto
- General Assist
- Assault
- Salvage
- Salvage
- Check Abandoned Vehicle
- Civil Dispute
- Civil Dispute
- Civil Dispute
- General Assist, Background
- Traffic Violation
- Traffic Violation
- Assist VBCS, Warrant Arrest
- Domestic Violence
- Personal Injury Accident
- Identity Theft
- General Assist, Raccoon
- Traffic Violation
- Runaway
- Assist DHFD
- Found Property
- Suicidal Subject
- Lost Property
- Personal Injury Accident
- Assist Medical
- Found Dog
- Possible CSC
- General Assist
- Marijuana Complaint
- Domestic
- Trespass
- General Assist
- Child Neglect
- Liquor Violation
- Field Contact
- Assist Medical
- General Assist
- Assist VBCS – Arrest
- MDOP

- Blight
- Assist Medical
- Assist Lawton PD, Domestic Assault
- Weapons Violation
- Assist VBCS and MSP
- Deliver Message
- Parking Violation, Warning
- Alarm
- Death Investigation
- Domestic Violence, Assist VBCS
- Traffic Violation
- Assist Medical
- Assist VBCS, Suicidal Subject
- Warrant Arrest
- Assist Medical
- Alarm
- Check Security of Property
- Blight
- General Assist
- Assist VBCS, VIN Inspection
- Traffic Violation
- Hazardous Condition
- Possession of Meth, Assist to VBCS
- Conservation
- Larceny, Assist MSP
- Assist Medical
- General Assist
- Suspicious Situation
- Drove While License Revoked
- BOL for Intoxicated person / driver
- Property Damage Accident, Assist MSP
- MDOP
- Suspicious Situation
- Blight
- Hit and Run, Assist MSP
- VIN Inspection
- Health and Safety, Dog at Large
- Assist DHFD
- Assist Medical
- Warrant Arrest
- Personal Injury Accident
- Civil Dispute
- Welfare Check
- Assist DHFD, Smoke Investigation
- Warrant Arrest, Assist VBCS

- Public Peace, Assist VBCS
- MDOP
- Traffic Violation
- Trespass, Assist VBCS
- Reported Intoxicated Person
- Mental Investigation, Suicidal
- Salvage
- Suspicious Situation

Thank you! Please stay safe!

Chief Tom VanDerWoude



Village of Decatur  
114 N Phelps Street  
Decatur, MI 49045

## MEMORANDUM

TO: Village Council  
FROM: Megan Duncan, Clerk/Treasurer  
REVIEWED BY: Christopher Tapper, Village Manager  
DATE: August 7, 2023  
  
SUBJECT: Request to review Decatur-Hamilton Fire & QR Reports

### Action Requested:

It is requested that Village Council review Decatur-Hamilton Fire & QR Reports, For July 2023.

### Background:

The Decatur-Hamilton Fire & QR Departments met Monday, July 31, 2023. Notable items from the Fire Department include, meeting agenda, meeting minutes, truck reports, building and grounds report, and secretary's report.

Notable items from the Quick Response Department include, agenda and June's meeting minutes.

### Attachment(s):

Decatur-Hamilton Fire & QR Reports

# DECATUR-HAMILTON FIRE DEPARTMENT

Board Meeting

*July 31, 2023*

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

## 14. Adjournment

# DECATUR-HAMILTON FIRE BOARD

## MEETING MINUTES

*June 26, 2023*

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1. Call to order 6:30 PM
2. Public Comment: Thank you to Flowers for cabinet and mailbox
3. Additions/Deletions to Agenda: Added "a. budget process" under unfinished business and "a. Board Organization" under New Business
4. Approval of Agenda MOTION Gateley SUPPORT Newell. Motion Carries
5. Approval of Minutes Newell MOTION Kusmack K SUPPORT. Motion carries
6. Bills: added \$1199 from Vector total \$13730.99. MOTION Newell SUPPORT Gateley. Motion Carries
7. Treasurer's Report
8. Officers Reports: MOTION Gateley SUPPORT Kusmack M to approve as presented
  - a. Chief – Budget
  - b. Secretary – 3 calls 58 for the year
  - c. Training – N/A
  - d. Trucks – N/A
  - e. Building – N/A
9. Auxiliary – Helping 4<sup>th</sup> of July, quarter paddle auction, safety jamboree coming up
10. Personnel N/A
11. Unfinished Business
  - a. Budget Process – Reached out to Roxanne sit down with municipalities every 5 years
12. New Business
  - a. Board Organization part of regular July meeting, Doc taking care of
13. Public Comment – Kusmack K thank you for call response
14. Adjournment – MOTION Kusmack M SUPPORT Newell. Motion Carries to adjourn at 6:40PM.

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

Truck number 1420  
Mileage 5,455.5  
Engine Hours 541.7  
Pump Hours 102.1  
Fuel Level Full

Number of runs since last report 4

Lights Check List: Head Lights X Tail Lights X Side Marker X Seat Belts X  
Cab lights Exterior X Cab lights Interior X  
Radio Check X 11619 Emergency Lights: TOP X SIDE X FRONT X REAR X  
Horn X Siren X  
Tires and pressure: LEFT FRONT X RIGHT FRONT X LEFT REAR X RIGHT REAR X  
Tire Wear: Normal X Even X Uneven X Side Walls X  
Pump Check List: Drains Left Side X Drains Right Side X  
Run Pump: Set relief valve at 100PSI X Transfer valve check X  
Water Level Lights Full  
Engine Oil Level X Radiator Fluid Level X  
Hose Beds X Cross Lays X Speed Lays X  
Hydrant fittings X  
Air Packs 6 Alarm Batteries PASSED Jaws 2 Spare Bottles: 11  
Fluid Levels in generator: Gas X Oil X  
Portable Lights 9  
Spare Electric Cables 2  
Electric meter covers should be two on each engine and several on rescue Under driver SEAT  
Emergency Flares X Portable Radios 1 Run Sheets X Maps X  
Condition of Truck: Clean Exterior X Clean Interior X

Complaints \_\_\_\_\_

Needs \_\_\_\_\_

Truck Captain

Building Chief Signature

Date 7-16-23



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

Truck number 1421  
Mileage 32055  
Engine Hours 2602.8  
Pump Hours 676.2  
Fuel Level full

Number of runs since last report 2

Lights Check List: Head Lights ☒ Tail Lights ☒ Side Marker ☒ Seat Belts ☒  
Cab lights Exterior rotator out Cab lights Interior ☒  
Radio Check ☒ Emergency Lights: TOP ☒ SIDE ☒ FRONT ☒ REAR ☒  
Horn ☒ Siren ☒  
Tires and pressure: LEFT FRONT ☒ RIGHT FRONT ☒ LEFT REAR ☒ RIGHT REAR ☒  
Tire Wear: Normal ☒ Even ☒ Uneven NA Side Walls ☒  
Pump Check List: Drains Left Side ☒ Drains Right Side ☒  
Run Pump: Set relief valve at 100PSI ☒ Transfer valve check ☒  
Water Level Lights all but full work  
Engine Oil Level ☒ Radiator Fluid Level ☒  
Hose Beds ☒ Cross Lays ☒ Speed Lays ☒  
Hydrant fittings ☒  
Air Packs good Alarm Batteries good Jaws NA Spare Bottles: ☒  
Fluid Levels in generator: Gas ☒ Oil ☒  
Portable Lights ☒  
Spare Electric Cables ☒  
Electric meter covers should be two on each engine and several on rescue 3  
Emergency Flares ☒ Portable Radios 1 Run Sheets ☒ Maps ☒  
Condition of Truck: Clean Exterior ☒ Clean Interior ☒

Complaints 1 Rotator half out

Needs

Truck Captain

Building Chief Signature Bill

Date 7-19-23

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

Truck number 1422  
Mileage 14371.9  
Engine Hours 1240.2  
Pump Hours 220.2  
Fuel Level 3/4

Number of runs since last report 0

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

Complaints       
      
    

Needs       
      
    

Truck Captain

Building Chief Signature

Antel Serrano

Date

7-21-23

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

Truck number 1430  
Mileage 11806  
Engine Hours 1139.3  
Pump Hours N/A  
Fuel Level full

Number of runs since last report 1

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

Complaints Loud Bang / clunk noise when turning.

Needs

Truck Captain

Building Chief Signature

Date

7/20/23

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

Truck number 1464  
Mileage 12265  
Engine Hours 1211.4  
Pump Hours 129.9  
Fuel Level Full

Number of runs since last report 2

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

Cab lights Exterior X Cab lights Interior X

Radio Check 1712 Emergency Lights: TOP X SIDE X FRONT X REAR X

Horn X Siren X

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

Tire Wear: Normal X Even      Uneven      Side Walls     

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

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

Water Level Lights Full

Engine Oil Level Full Radiator Fluid Level Full

Hose Beds X Cross Lays      Speed Lays     

Hydrant fittings     

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

Fluid Levels in generator: Gas      Oil     

Portable Lights 2 works great

Spare Electric Cables N/A

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

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

Condition of Truck: Clean Exterior Clean Clean Interior Clean

Complaints     

Needs Passenger front side Emergency light is out

Truck Captain

Building Chief Signature [Signature]

Date 7-23-2023 @ 1714

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

Truck number 14165  
Mileage 2579  
Engine Hours 285  
Pump Hours -  
Fuel Level Full

Number of runs since last report 1

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

Complaints ☒ CRACK IN wind shield

Needs ☒

Truck Captain

Building Chief Signature

Date

7-21-23 Kenneth Dunkerley

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

Truck number 1471  
Mileage 8478.8  
Engine Hours 1283.7  
Pump Hours NA  
Fuel Level Full

Number of runs since last report 6

Lights Check List: Head Lights ☒ Tail Lights ☒ Side Marker ☒ Seat Belts ☒  
 Cab lights Exterior \_\_\_\_\_ Cab lights Interior \_\_\_\_\_  
 Radio Check ☒ Emergency Lights: TOP ☒ SIDE ☒ FRONT ☒ REAR ☒  
 Horn ☒ Siren ☒  
 Tires and pressure: LEFT FRONT ☒ RIGHT FRONT ☒ LEFT REAR ☒ RIGHT REAR ☒  
 Tire Wear: Normal ☒ Even \_\_\_\_\_ Uneven \_\_\_\_\_ Side Walls \_\_\_\_\_  
 Pump Check List: Drains Left Side N/A Drains Right Side N/A  
 Run Pump: Set relief valve at 100PSI N/A Transfer valve check N/A  
 Water Level Lights N/A  
 Engine Oil Level \_\_\_\_\_ Radiator Fluid Level \_\_\_\_\_  
 Hose Beds N/A Cross Lays N/A Speed Lays \_\_\_\_\_  
 Hydrant fittings N/A  
 Air Packs ☒ Alarm Batteries ☒ Jaws ☒ Spare Bottles: ☒  
 Fluid Levels in generator: Gas N/A Oil ☒  
 Portable Lights ☒  
 Spare Electric Cables ☒  
 Electric meter covers should be two on each engine and several on rescue 2  
 Emergency Flares 7 Portable Radios NA Run Sheets ☒ Maps ☒  
 Condition of Truck: Clean Exterior \_\_\_\_\_ Clean Interior \_\_\_\_\_  
 Chain Saws ☒  
 Complaints \_\_\_\_\_

## Needs

## Truck Captain

**Building Chief Signature.**

Date: 7-22-25

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

Truck number 1472  
Mileage 923.5  
Engine Hours 1187  
Pump Hours N/A  
Fuel Level Full

Number of runs since last report 0

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

Cab lights Exterior ☒ Cab lights Interior ☒

Radio Check ☒ Emergency Lights: TOP ☒ SIDE ☒ FRONT ☒ REAR ☒

Horn ☒ Siren ☒

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

Tire Wear: Normal ☒ Even ☒ Uneven ☒ Side Walls ☒

Pump Check List: Drains Left Side N/A Drains Right Side N/A

Run Pump: Set relief valve at 100PSI ☒ Transfer valve check ☒

Water Level Lights ☒

Engine Oil Level ☒ Radiator Fluid Level ☒

Hose Beds ☒ Cross Lays ☒ Speed Lays ☒

Hydrant fittings ☒

Air Packs ☒ Alarm Batteries ☒ Jaws ☒ Spare Bottles: ☒

Fluid Levels in generator: Gas ☒ Oil ☒

Portable Lights ☒

Spare Electric Cables ☒

Electric meter covers should be two on each engine and several on rescue ☒

Emergency Flares ☒ Portable Radios ☒ Run Sheets ☒ Maps ☒

Condition of Truck: Clean Exterior ☒ Clean Interior ☒

Complaints NONE

Needs Tires are Great!

Truck Captain

Building Chief Signature

Date

7/21/23

Austin J Mend

**DECATUR-HAMILTON FIRE DEPARTMENT**

**BUILDING AND GROUNDS REPORT**

<b>BUILDING A</b>			
<b>AREA</b>	<b>ACCEPTABLE</b>	<b>NEEDS ATTENTION</b>	<b>COMMENTS</b>
MEETING ROOM		XX	Repairs are ongoing from water damage and possible structural damage from the kitchen exchange unit.
MEETING FLOORS		XX	Coming up on time to strip and wax all station flooring.
OFFICE	XX		
OFFICE FLOORS	XX		
BATHROOMS	XX		
KITCHEN	XX		Service company not available looking into other options for service
ENGINE ROOM	XX		
ENGINE FLOORS		XX	Floor needs to be re-lined
SERVICE DOORS	XX		
OVERHEAD DOORS	XX		
APPROACH	XX		
WINDOWS	XX		
EQUIPMENT	XX		
STORAGE ROOMS	XX		
FLAG LIGHT	XX		
REAR BUILDING LIGHT	XX		

<b>BUILDING B</b>			
<b>AREA</b>	<b>ACCEPTABLE</b>	<b>NEEDS ATTENTION</b>	<b>COMMENTS</b>
MEETING ROOM	XX		
DAY USE ROOM	XX		
BEDROOMS	XX		
KITCHEN	XX		
BATHROOMS	XX		
FLOORS		XX	Could use cleaning and rewaxing
ENGINE ROOM	XX		
ENGINE FLOORS		XX	Drain grates need to be replaced.



STORAGE ROOMS	XX		
APPROACH	XX		
SERVICE DOORS	XX		
Overhead doors	XX		
Windows	XX		
equipment	XX		
Cord Reels	XX		

GROUNDS/MAINTENANCE/LANDSCAPING		
AREA	ACCEPTABLE	COMMENTS
YARD GENERAL		Grass is getting pretty long, lots of weeds inside the fence by fuel tank
YARD FENCE		Post was hit by VBEMS employee causing damage to corner post.
TRIMMING	XX	
WEED CONTROL	XX	
ROCKS	XX	
DRIVEWAY		Cracks need to be sealed and repaired, trip and fall hazard, along edge of driveway 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	XX	Changes are ongoing to improve monument and flagpole
MONUMENT	XX	Changes are ongoing to improve monument and flagpole

Captain Signature	Joe Jerue Capt.	Date: 07/16/2023
-------------------	-----------------	------------------

## Secretary Report for July 2023

14 calls for month

<b>Village</b>	2-PI Accident 2-CO2 Alarm 1-Standby for Storm
<b>Decatur Twp</b>	1-4wheeler Accident 1-CO2 Alarm 1-Electrical Hazard 1-Medical Assist
<b>Hamilton Twp</b>	1-Medical Assist 1-Electrical Hazard 2-PI Accidents 1-Fire Alarm Activation

Reported as of July 24, 2023

Total for the year 75 calls

Submitted by Secretary,

Amy M. Jimenez

# DECATUR-HAMILTON QUICK RESPONSE

Board Meeting

*July 31, 2023*

---

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

# DECATUR-HAMILTON QUICK RESPONSE BOARD

## MEETING MINUTES

*June 26 2023*

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1. Call to order at 6:00PM and pledge.
2. Public Comment N/A
3. Additions/Deletions to the Agenda
4. Motion to approve agenda as amended. MOTION Newell K SUPPORT Polomcak. Motion carries
5. Minutes – MOTION Newell SUPPORT Gateley to approve minutes as presented.
6. Bills: Totaled \$17424.00 MOTION Newell SUPPORT Gateley. Motion Carries
7. Treasurers Report: MOTION Gateley SUPPORT Polomcak. Motion Carries
8. Team Leader's Report
  - a. 36/37 calls 97% Vehicle update done less than two weeks
9. Personnel N/A
10. Unfinished Business
  - a. Budget Process
11. New Business N/A
12. Public Comment N/A
13. Adjourn MOTION Gateley SUPPORT Newell. Motion Carries to adjourn at 6:26PM.



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: August 1, 2023  
  
SUBJECT: Financial Statement – July 2023

### Action Requested:

It is requested that the Village Council review Revenue & Expense along with the Cash Balance Report for the period ending July 31, 2023.

### Background:

Attached is the Revenue & Expense Report along with the Cash Balance report.

### July updates:

- Processed payments, opening, and closing Utility accounts. Applying penalties, shut off notices, and creating the Utility bills.
- Attended Council meeting and prepared meeting minutes.
- Attended Special Council meeting and prepared meeting minutes.
- Processed building permit payments and revenue deposits in cash receipting.
- Showed Natalie how to process Tax Payments in BS&A Tax Program.
- Processed Tax payments from residents.
- Worked with Katie, Abonmarche, on Grant documents and agenda for Parks and Recreation meeting.
- Attended the DDA meeting.
- Attended Parks and Recs meeting and prepared minutes.
- Attended the Planning Commission meeting.
- Attended Updates and Resources for Local Government webinar.
- Signed up to become an AM (Asset Management) Champion through the State of Michigan, received a scholarship for this program. Courses run from August 1- November 1, 25 hours of training and webinars.
- FOIA Requests



Village of Decatur  
114 N Phelps Street  
Decatur, MI 49045

- Processed Miscellaneous Receivables and Account Payables for Village Hall, DPW, and PD.
- Processed payroll and remittance checks.
- Attended the treasurer-to-treasurer monthly zoom meeting.
- Worked with Village Manager and Chief on the golf cart ordinance.
- Created an updated Investment Policy.
- Met with Dan and DPW at VBDL about maintenance with the building.
- Met with Village Manager, DPW, Abonmarche, and Mr. Rarick on property development.
- Worked on and created August's Council meeting Agenda.
- Started receiving restitution payments for snow pusher.

Attachment(s):

Cash Balances

Revenue & Expense Report

07/31/2023 10:02 AM

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## REVENUE AND EXPENDITURE REPORT

Page: 1/24

PERIOD ENDING 07/31/2023

% Fiscal Year Completed: 41.80

		2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-402.000	REAL ESTATE TAXES	368,000.00	51,241.77	51,241.77	316,758.23	13.92
101-000-410.000	PERSONAL PROPERTY TAX	62,000.00	594.18	594.18	61,405.82	0.96
101-000-411.000	DELINQUENT TAX	20,000.00	29,099.60	0.00	(9,099.60)	145.50
101-000-411.001	DELINQUENT ADMIN FEE	100.00	0.00	0.00	100.00	0.00
101-000-432.000	PILOT	6,800.00	0.00	0.00	6,800.00	0.00
101-000-439.000	STATE OF MI MARIJUANA PAYMENTS	112,900.00	0.00	0.00	112,900.00	0.00
101-000-445.000	REAL ESTATE TAX INTEREST	200.00	0.00	0.00	200.00	0.00
101-000-447.000	ADMIN. FEE TREASURER	6,000.00	711.93	711.93	5,288.07	11.87
101-000-477.000	CABLE TV FEES	15,000.00	4,023.29	0.00	10,976.71	26.82
101-000-478.000	LIQUOR LICENSE	2,000.00	41.25	0.00	1,958.75	2.06
101-000-491.000	BUILDING PERMIT FEES	15,000.00	8,976.24	635.00	6,023.76	59.84
101-000-492.000	RENTAL INSPECTION FEE	3,000.00	11,375.00	4,300.00	(8,375.00)	379.17
101-000-494.000	MARIHUANA LICENSE FEES	40,000.00	40,000.00	0.00	0.00	100.00
101-000-495.000	ZONING LICENSES & PERMITS	1,000.00	85.00	0.00	915.00	8.50
101-000-496.000	SELLING PERMITS	100.00	0.00	0.00	100.00	0.00
101-000-497.000	FENCE PERMITS	100.00	0.00	0.00	100.00	0.00
101-000-543.000	POLICE TRAINING-STATE	600.00	486.18	0.00	113.82	81.03
101-000-573.001	METRO ACT	11,500.00	9,252.81	0.00	2,247.19	80.46
101-000-574.000	STATE REVENUE SHARING	220,000.00	72,073.50	5.50	147,926.50	32.76
101-000-606.000	PARKING FEES/FINES	800.00	1,390.10	7,565.60	(590.10)	173.76
101-000-607.000	POLICE REPORTS	200.00	75.00	5.00	125.00	37.50
101-000-647.000	CROSSING GUARDS-SCHOOL	13,000.00	11,659.15	0.00	1,340.85	89.69
101-000-664.100	INTEREST CHECKING	200.00	62.74	0.00	137.26	31.37
101-000-664.200	INTEREST EARNED	1,500.00	0.00	0.00	1,500.00	0.00
101-000-668.000	COMM. TOWER LEASE	1,200.00	0.00	0.00	1,200.00	0.00
101-000-669.610	ADMIN TRANSFER-MOTOR POOL	8,000.00	0.00	0.00	8,000.00	0.00
101-000-675.000	OTHER REVENUE	9,000.00	4,012.40	158.46	4,987.60	44.58
101-000-699.248	ADMIN TRANSFER DDA	2,500.00	0.00	0.00	2,500.00	0.00
101-000-699.596	ADMIN TRANSFER GARBAGE COLLECTION	6,500.00	0.00	0.00	6,500.00	0.00
Total Dept 000		927,200.00	245,160.14	65,217.44	682,039.86	26.44
TOTAL REVENUES		927,200.00	245,160.14	65,217.44	682,039.86	26.44
Expenditures						
Dept 101 - VILLAGE COUNCIL						
101-101-703.000	COUNCIL SALARY	9,900.00	4,090.00	818.00	5,810.00	41.31
101-101-715.000	FICA/MEDICARE	760.00	312.88	62.57	447.12	41.17
101-101-717.000	WORKMAN'S COMP.	50.00	28.64	0.00	21.36	57.28
101-101-807.000	AUDIT	3,000.00	660.00	0.00	2,340.00	22.00
101-101-822.000	CONTRACTUAL SERVICES	3,000.00	1,195.00	0.00	1,805.00	39.83
101-101-901.000	PRINTING/PUBLISHING	1,000.00	1,350.00	0.00	(350.00)	135.00
101-101-936.000	TECH SERVICES	1,500.00	560.25	0.00	939.75	37.35
101-101-958.001	DUES/MEMBERSHIPS	1,600.00	1,572.00	0.00	28.00	98.25
Total Dept 101 - VILLAGE COUNCIL		20,810.00	9,768.77	880.57	11,041.23	46.94
Dept 137 - MUNICIPAL ATTORNEY						
101-137-828.000	ORDINANCE ENFORECMENT ATTORNEY FEES	4,000.00	2,486.41	0.00	1,513.59	62.16
Total Dept 137 - MUNICIPAL ATTORNEY		4,000.00	2,486.41	0.00	1,513.59	62.16

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## REVENUE AND EXPENDITURE REPORT

Page: 2/24

PERIOD ENDING 07/31/2023

% Fiscal Year Completed: 41.80

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED		
		AMENDED BUDGET	NORMAL	07/31/2023	(ABNORMAL)	MONTH 07/31/2023	INCREASE (DECREASE)	NORMAL	(ABNORMAL) BALANCE			
Fund 101 - GENERAL FUND												
Expenditures												
Dept 172 - VILLAGE MANAGER												
101-172-703.000	SALARY-MANAGER	34,000.00		13,537.75		2,461.42		20,462.25		39.82		
101-172-715.000	FICA/MEDICARE	2,500.00		1,035.59		188.28		1,464.41		41.42		
101-172-716.000	UNEMPLOYMENT COMPENSATION	20.00		80.11		8.07		(60.11)		400.55		
101-172-717.000	WORKMAN'S COMPENSATION	100.00		28.63		0.00		71.37		28.63		
101-172-718.000	PENSION	1,800.00		812.24		147.68		987.76		45.12		
101-172-719.500	DISABILITY INSURANCE	1,880.00		390.00		78.00		1,490.00		20.74		
101-172-720.000	LIFE INSURANCE	250.00		51.00		10.20		199.00		20.40		
101-172-721.000	TUITION REIMBURSEMENT	7,500.00		5,500.00		0.00		2,000.00		73.33		
101-172-728.000	SUPPLIES	200.00		13.22		0.00		186.78		6.61		
101-172-853.000	TELEPHONE	1,500.00		309.29		61.49		1,190.71		20.62		
101-172-853.020	CELL PHONE	650.00		214.56		0.00		435.44		33.01		
101-172-864.000	CONFERENCES/WORKSHOPS	3,000.00		152.16		0.00		2,847.84		5.07		
101-172-936.000	TECH SERVICES	2,000.00		2,194.39		0.00		(194.39)		109.72		
101-172-958.001	DUES/MEMBERSHIPS	950.00		390.00		0.00		560.00		41.05		
Total Dept 172 - VILLAGE MANAGER		56,350.00		24,708.94		2,955.14		31,641.06		43.85		
Dept 215 - VILLAGE CLERK												
101-215-703.000	SALARY-ADMIN. CLERK	12,800.00		5,587.06		1,019.97		7,212.94		43.65		
101-215-715.000	FICA/MEDICARE	1,050.00		427.36		78.02		622.64		40.70		
101-215-716.000	UNEMPLOYMENT COMPENSATION	15.00		80.11		8.07		(65.11)		534.07		
101-215-717.000	WORKERS COMP. FUND.	120.00		28.63		0.00		91.37		23.86		
101-215-718.000	PENSION-ADMIN. CLERK	780.00		335.23		61.20		444.77		42.98		
101-215-719.000	HEALTH INSURANCE	5,000.00		2,129.09		425.77		2,870.91		42.58		
101-215-719.500	DISABILITY INSURANCE	600.00		259.60		51.92		340.40		43.27		
101-215-720.000	LIFE INSURANCE	130.00		51.00		10.20		79.00		39.23		
101-215-728.000	SUPPLIES	200.00		160.69		0.00		39.31		80.35		
101-215-730.000	POSTAGE	500.00		436.43		86.54		63.57		87.29		
101-215-830.000	BANK SERVICE CHGS	200.00		80.00		0.00		120.00		40.00		
101-215-853.000	TELEPHONE	720.00		309.29		61.49		410.71		42.96		
101-215-853.020	CELL PHONE	340.00		62.50		12.50		277.50		18.38		
101-215-864.000	CONFERENCES/WORKSHOPS	3,000.00		2,319.41		0.00		680.59		77.31		
101-215-901.000	PRINTING	80.00		0.00		0.00		80.00		0.00		
101-215-936.000	TECH SERVICES	5,000.00		493.05		0.00		4,506.95		9.86		
Total Dept 215 - VILLAGE CLERK		30,535.00		12,759.45		1,815.68		17,775.55		41.79		
Dept 253 - VILLAGE TREASURER												
101-253-703.000	SALARY-TREASURER	4,500.00		1,862.37		340.00		2,637.63		41.39		
101-253-715.000	FICA/MEDICARE	340.00		142.52		26.02		197.48		41.92		
101-253-717.000	WORKMAN'S COMP.	60.00		28.63		0.00		31.37		47.72		
101-253-718.000	PENSION	270.00		111.74		20.40		158.26		41.39		
101-253-719.000	HEALTH INSURANCE	2,000.00		746.77		149.29		1,253.23		37.34		
101-253-728.000	SUPPLIES	300.00		227.61		0.00		72.39		75.87		
101-253-730.000	POSTAGE	2,500.00		1,745.70		346.18		754.30		69.83		
101-253-807.000	AUDIT	6,000.00		1,853.50		0.00		4,146.50		30.89		
101-253-853.020	CELL PHONE	500.00		217.13		43.24		282.87		43.43		
101-253-864.000	CONFERENCES/WORKSHOPS	2,800.00		1,742.96		0.00		1,057.04		62.25		
101-253-936.000	TECH SERVICES	900.00		1,075.22		0.00		(175.22)		119.47		
Total Dept 253 - VILLAGE TREASURER		20,170.00		9,754.15		925.13		10,415.85		48.36		



PERIOD ENDING 07/31/2023

% Fiscal Year Completed: 41.80

		2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 265 - VILLAGE HALL						
101-265-776.000	SUPPLIES	1,600.00	282.91	0.00	1,317.09	17.68
101-265-822.000	CONTRACTUAL SERVICES	1,500.00	422.00	54.00	1,078.00	28.13
101-265-921.000	ELECTRIC	5,500.00	1,125.28	0.00	4,374.72	20.46
101-265-923.000	HEAT	2,500.00	591.66	0.00	1,908.34	23.67
101-265-931.000	REPAIRS & MAINTENANCE	1,000.00	1,589.00	0.00	(589.00)	158.90
101-265-936.000	TECH SERVICES	200.00	156.25	31.25	43.75	78.13
Total Dept 265 - VILLAGE HALL		12,300.00	4,167.10	85.25	8,132.90	33.88
Dept 266 - MUNICIPAL ATTORNEY						
101-266-826.000	ATTORNEY FEES	8,500.00	1,481.25	0.00	7,018.75	17.43
101-266-826.100	ATTORNEY EXPENSES	900.00	0.00	0.00	900.00	0.00
Total Dept 266 - MUNICIPAL ATTORNEY		9,400.00	1,481.25	0.00	7,918.75	15.76
Dept 296 - PROSECUTING ATTY						
101-296-826.000	ATTORNEY FEES	0.00	171.50	0.00	(171.50)	100.00
Total Dept 296 - PROSECUTING ATTY		0.00	171.50	0.00	(171.50)	100.00
Dept 301 - POLICE DEPARTMENT						
101-301-703.000	POLICE SALARY	300,000.00	136,133.20	26,103.08	163,866.80	45.38
101-301-703.010	OVERTIME PAY	10,000.00	11,081.02	2,929.60	(1,081.02)	110.81
101-301-703.050	PART TIME SALARIES	1,000.00	545.58	60.58	454.42	54.56
101-301-715.000	FICA/MEDICARE	26,000.00	12,102.12	2,357.72	13,897.88	46.55
101-301-716.000	UNEMPLOYMENT INSURANCE	50.00	240.34	24.22	(190.34)	480.68
101-301-717.000	WORKMAN'S COMP	8,500.00	5,154.12	0.00	3,345.88	60.64
101-301-718.000	PENSION	38,000.00	15,062.36	2,869.56	22,937.64	39.64
101-301-719.000	HEALTH INSURANCE	54,000.00	24,521.46	4,901.13	29,478.54	45.41
101-301-719.500	DISABILITY INSURANCE	3,500.00	1,507.60	301.52	1,992.40	43.07
101-301-720.000	LIFE INSURANCE	1,500.00	510.00	102.00	990.00	34.00
101-301-728.000	SUPPLIES	1,700.00	788.87	37.48	911.13	46.40
101-301-730.000	POSTAGE	500.00	436.43	86.55	63.57	87.29
101-301-768.000	UNIFORMS/BOOTS/ETC	3,000.00	514.66	196.19	2,485.34	17.16
101-301-768.100	UNIFORM CLEANING	1,000.00	218.75	0.00	781.25	21.88
101-301-853.000	TELEPHONE	1,500.00	618.54	122.97	881.46	41.24
101-301-853.020	CELL PHONE	1,500.00	594.12	25.00	905.88	39.61
101-301-865.000	MILEAGE/TRAVEL EXP	2,000.00	2,133.83	116.59	(133.83)	106.69
101-301-901.000	PRINTING	40.00	0.00	0.00	40.00	0.00
101-301-936.000	TECH SERVICES	4,500.00	3,085.86	31.25	1,414.14	68.57
101-301-955.000	TRAINING FUNDS-STATE	1,200.00	1,295.16	0.00	(95.16)	107.93
101-301-956.000	TRAINING FUNDS-VILLAGE	4,000.00	1,867.40	0.00	2,132.60	46.69
101-301-958.001	DUES/MEMBERSHIPS	100.00	115.00	0.00	(15.00)	115.00
101-301-959.000	LEIN SERVICE	1,000.00	262.06	0.00	737.94	26.21
101-301-965.000	EQUIPMENT PURCHASE	3,000.00	0.00	0.00	3,000.00	0.00
101-301-981.000	CAPITAL OUTLAY	8,000.00	4,321.18	0.00	3,678.82	54.01
101-301-995.610	PD EQUIP RENTAL TO MOTOR POOL	10,000.00	5,000.00	1,000.00	5,000.00	50.00
Total Dept 301 - POLICE DEPARTMENT		485,590.00	228,109.66	41,265.44	257,480.34	46.98
Dept 302 - CROSSING GUARDS						

07/31/2023 10:02 AM

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## REVENUE AND EXPENDITURE REPORT

Page: 4/24

PERIOD ENDING 07/31/2023

% Fiscal Year Completed: 41.80

		2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND						
Expenditures						
101-302-703.050	SALARIES PART-TIME	10,500.00	3,934.00	0.00	6,566.00	37.47
101-302-715.000	FICA/MEDICARE	800.00	300.96	0.00	499.04	37.62
101-302-717.000	WORKMAN'S COMP	300.00	286.34	0.00	13.66	95.45
Total Dept 302 - CROSSING GUARDS		11,600.00	4,521.30	0.00	7,078.70	38.98
Dept 371 - BUILDING INSPECTOR						
101-371-802.000	CODE ENFORCE/CONTRACTUAL	0.00	1,364.48	0.00	(1,364.48)	100.00
101-371-822.000	BUILDING INSPECTOR FEES	20,000.00	9,296.24	0.00	10,703.76	46.48
101-371-823.000	RENTAL INSPECTION FEE	4,500.00	8,750.00	0.00	(4,250.00)	194.44
Total Dept 371 - BUILDING INSPECTOR		24,500.00	19,410.72	0.00	5,089.28	79.23
Dept 441 - DPW						
101-441-703.000	SALARIES	41,000.00	19,653.28	3,573.25	21,346.72	47.93
101-441-703.010	OVERTIME PAY	2,500.00	2,333.64	776.03	166.36	93.35
101-441-715.000	FICA/MEDICARE	16,000.00	8,124.43	1,510.85	7,875.57	50.78
101-441-716.000	UNEMPLOYMENT INSURANCE	60.00	320.46	32.30	(260.46)	534.10
101-441-717.000	WORKMAN'S COMP	3,000.00	1,861.21	0.00	1,138.79	62.04
101-441-718.000	PENSION	12,000.00	6,292.92	1,170.59	5,707.08	52.44
101-441-719.000	HEALTH INSURANCE	6,000.00	5,928.76	1,489.43	71.24	98.81
101-441-776.000	SUPPLIES	4,000.00	2,343.00	0.00	1,657.00	58.58
101-441-801.000	PROFESSIONAL/CONTRACT SERVICES	2,000.00	162.22	0.00	1,837.78	8.11
101-441-853.000	TELEPHONE	1,000.00	463.92	92.23	536.08	46.39
101-441-860.000	CDL EXPENSES	1,500.00	533.02	0.00	966.98	35.53
101-441-921.000	ELECTRIC	3,000.00	498.53	0.00	2,501.47	16.62
101-441-923.000	HEAT	3,000.00	641.65	0.00	2,358.35	21.39
101-441-926.000	STREET LIGHTS	16,000.00	5,018.03	0.00	10,981.97	31.36
101-441-931.000	BUILDING REPAIRS & MAINT.	4,800.00	45.00	45.00	4,755.00	0.94
101-441-934.000	CONTRACTUAL SERVICES	2,000.00	3,308.48	309.21	(1,308.48)	165.42
101-441-943.000	PW EQUIPMENT RENTALGENERAL FUN	10,000.00	7,572.00	1,260.46	2,428.00	75.72
Total Dept 441 - DPW		127,860.00	65,100.55	10,259.35	62,759.45	50.92
Dept 721 - PLANNING COMMISSION						
101-721-826.000	VILLAGE PLANNER FEES	3,000.00	412.50	0.00	2,587.50	13.75
101-721-901.000	PRINTING/PUBLISHING	100.00	0.00	0.00	100.00	0.00
101-721-936.000	TECH SERVICES	100.00	0.00	0.00	100.00	0.00
101-721-958.000	DUES/MEMBERSHIPS/EDU	100.00	0.00	0.00	100.00	0.00
Total Dept 721 - PLANNING COMMISSION		3,300.00	412.50	0.00	2,887.50	12.50
Dept 751 - PARKS AND RECREATION						
101-751-703.000	SALARIES-LEISURE SERVICES	22,000.00	12,594.20	2,933.55	9,405.80	57.25
101-751-703.010	OVERTIME	500.00	351.98	248.85	148.02	70.40
101-751-717.000	WORKMAN'S COMP.	400.00	0.00	0.00	400.00	0.00
101-751-719.000	HEALTH INSURANCE	5,000.00	3,832.84	1,116.87	1,167.16	76.66
101-751-756.000	SUPPLIES & MAINTENANCE	10,000.00	3,157.52	194.05	6,842.48	31.58
101-751-921.000	ELECTRIC	600.00	228.89	0.00	371.11	38.15
101-751-930.000	REPAIRS	1,000.00	0.00	0.00	1,000.00	0.00
101-751-931.000	CONTRACTUAL	4,500.00	1,742.95	213.20	2,757.05	38.73
101-751-943.000	EQUIP.RENTAL TRANSFER	13,600.00	7,567.74	2,337.67	6,032.26	55.65

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	07/31/2023 NORMAL (ABNORMAL)	MONTH 07/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 101 - GENERAL FUND								
Expenditures								
101-751-985.000	COMMUNITY PROJECTS	60,685.00	8,425.00	0.00		52,260.00		13.88
Total Dept 751 - PARKS AND RECREATION		118,285.00	37,901.12	7,044.19		80,383.88		32.04
TOTAL EXPENDITURES		924,700.00	420,753.42	65,230.75		503,946.58		45.50
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		927,200.00	245,160.14	65,217.44		682,039.86		26.44
TOTAL EXPENDITURES		924,700.00	420,753.42	65,230.75		503,946.58		45.50
NET OF REVENUES & EXPENDITURES		2,500.00	(175,593.28)	(13.31)		178,093.28		7,023.73

PERIOD ENDING 07/31/2023

% Fiscal Year Completed: 41.80

		2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 07/31/2023	BALANCE	% BDGT USED
				INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 202 - MAJOR ROADS						
Revenues						
Dept 000						
202-000-546.000	STATE OF MICHIGAN	200,000.00	78,857.94	16,264.01	121,142.06	39.43
202-000-664.100	INTEREST ON INVESTMENT	160.00	95.66	0.00	64.34	59.79
Total Dept 000		200,160.00	78,953.60	16,264.01	121,206.40	39.45
TOTAL REVENUES		200,160.00	78,953.60	16,264.01	121,206.40	39.45
Expenditures						
Dept 463 - MAINTENANCE						
202-463-703.000	SALARIES-MAINTENANCE	6,000.00	3,787.70	460.40	2,212.30	63.13
202-463-703.010	OVERTIME PAY	180.00	0.00	0.00	180.00	0.00
202-463-717.000	WORKMAN'S COMP.	3,700.00	2,720.23	0.00	979.77	73.52
202-463-719.000	HEALTH INSURANCE	1,500.00	1,069.35	218.61	430.65	71.29
202-463-782.000	MATERIALS	4,500.00	2,484.45	0.00	2,015.55	55.21
202-463-812.000	ENGINEERING	65,000.00	61,274.60	0.00	3,725.40	94.27
202-463-943.000	EQUIPMENT RENTAL	8,500.00	4,453.40	643.38	4,046.60	52.39
202-463-981.000	CAPITAL OUTLAY	170,000.00	79,199.16	0.00	90,800.84	46.59
Total Dept 463 - MAINTENANCE		259,380.00	154,988.89	1,322.39	104,391.11	59.75
Dept 474 - TRAFFIC						
202-474-940.000	LEASE/RENTAL	7,900.00	0.00	0.00	7,900.00	0.00
Total Dept 474 - TRAFFIC		7,900.00	0.00	0.00	7,900.00	0.00
Dept 479 - ICE/SNOW						
202-479-703.000	SALARIES-SNOW & ICE REMOVAL	1,000.00	481.00	0.00	519.00	48.10
202-479-703.010	OVERTIME PAY	2,000.00	1,160.55	0.00	839.45	58.03
202-479-719.000	HEALTH INSURANCE	300.00	261.43	0.00	38.57	87.14
202-479-782.000	MATERIALS	5,000.00	0.00	0.00	5,000.00	0.00
202-479-943.000	EQUIPMENT RENTAL	2,500.00	1,042.28	0.00	1,457.72	41.69
Total Dept 479 - ICE/SNOW		10,800.00	2,945.26	0.00	7,854.74	27.27
Dept 483 - ADMINISTRATION						
202-483-703.172	MANAGER SALARY	8,500.00	3,384.58	615.39	5,115.42	39.82
202-483-703.215	CLERK SALARY	3,500.00	1,396.82	255.01	2,103.18	39.91
202-483-715.000	SOCIAL SECURITY	800.00	365.86	66.60	434.14	45.73
202-483-718.000	PENSION	500.00	286.87	52.22	213.13	57.37
202-483-719.000	HEALTH INSURANCE	1,000.00	517.77	103.58	482.23	51.78
202-483-807.000	AUDIT	4,000.00	3,149.22	0.00	850.78	78.73
Total Dept 483 - ADMINISTRATION		18,300.00	9,101.12	1,092.80	9,198.88	49.73
TOTAL EXPENDITURES		296,380.00	167,035.27	2,415.19	129,344.73	56.36

Fund 202 - MAJOR ROADS:

07/31/2023 10:02 AM  
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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
Fund 202 - MAJOR ROADS								
TOTAL REVENUES		200,160.00	78,953.60		16,264.01		121,206.40	39.45
TOTAL EXPENDITURES		296,380.00	167,035.27		2,415.19		129,344.73	56.36
NET OF REVENUES & EXPENDITURES		(96,220.00)	(88,081.67)		13,848.82		(8,138.33)	91.54

07/31/2023 10:02 AM

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## REVENUE AND EXPENDITURE REPORT

Page: 8/24

PERIOD ENDING 07/31/2023

% Fiscal Year Completed: 41.80

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2023 NORMAL (ABNORMAL)	MONTH 07/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 203 - LOCAL ROADS						
Revenues						
Dept 000						
203-000-546.000	STATE OF MICHIGAN	74,000.00	34,648.11	7,146.42	39,351.89	46.82
203-000-547.000	STATE OF MICHIGAN - SIB	529,000.00	0.00	0.00	529,000.00	0.00
203-000-581.000	COUNTY ROAD MILLAGE	27,000.00	0.00	0.00	27,000.00	0.00
203-000-664.100	INTEREST ON INVESTMENT	60.00	(50.45)	0.00	110.45	(84.08)
203-000-699.230	TRANSFER FROM STREETS	200,000.00	0.00	0.00	200,000.00	0.00
Total Dept 000		830,060.00	34,597.66	7,146.42	795,462.34	4.17
TOTAL REVENUES		830,060.00	34,597.66	7,146.42	795,462.34	4.17
Expenditures						
Dept 463 - MAINTENANCE						
203-463-703.000	SALARIES-MAINTENANCE	37,000.00	15,399.83	1,937.50	21,600.17	41.62
203-463-703.010	OVERTIME PAY	960.00	0.00	0.00	960.00	0.00
203-463-717.000	WORKMAN'S COMP.	3,700.00	2,720.23	0.00	979.77	73.52
203-463-719.000	HEALTH INSURANCE	9,500.00	5,738.60	723.27	3,761.40	60.41
203-463-782.000	MATERIALS	5,000.00	2,484.44	0.00	2,515.56	49.69
203-463-812.000	ENGINEERING	10,000.00	0.00	0.00	10,000.00	0.00
203-463-822.000	CONTRACTUAL	10,000.00	0.00	0.00	10,000.00	0.00
203-463-943.000	EQUIPMENT RENTAL	58,000.00	18,788.13	2,806.54	39,211.87	32.39
203-463-981.000	CAPITAL OUTLAY	170,000.00	353,833.50	0.00	(183,833.50)	208.14
Total Dept 463 - MAINTENANCE		304,160.00	398,964.73	5,467.31	(94,804.73)	131.17
Dept 474 - TRAFFIC						
203-474-921.000	ELECTRIC	400.00	138.85	0.00	261.15	34.71
Total Dept 474 - TRAFFIC		400.00	138.85	0.00	261.15	34.71
Dept 479 - ICE/SNOW						
203-479-703.000	SALARIES-SNOW & ICE REMOVAL	0.00	455.70	0.00	(455.70)	100.00
203-479-703.010	OVERTIME PAY	0.00	277.43	0.00	(277.43)	100.00
203-479-719.000	HEALTH INSURANCE	0.00	216.41	0.00	(216.41)	100.00
203-479-943.000	EQUIPMENT RENTAL	1,000.00	425.85	0.00	574.15	42.59
Total Dept 479 - ICE/SNOW		1,000.00	1,375.39	0.00	(375.39)	137.54
Dept 482 - ADMINISTRATION - USDA						
203-482-971.000	MDOT SIB LOAN	62,808.74	8,197.68	1,200.00	54,611.06	13.05
Total Dept 482 - ADMINISTRATION - USDA		62,808.74	8,197.68	1,200.00	54,611.06	13.05
Dept 483 - ADMINISTRATION						
203-483-703.172	MANAGER SALARY	8,000.00	3,384.52	615.37	4,615.48	42.31
203-483-703.215	CLERK SALARY	4,000.00	1,396.83	255.02	2,603.17	34.92
203-483-715.000	SOCIAL SECURITY	800.00	365.76	66.58	434.24	45.72
203-483-718.000	PENSION	500.00	286.87	52.22	213.13	57.37
203-483-719.000	HEALTH INSURANCE	900.00	517.78	103.58	382.22	57.53
203-483-807.000	AUDIT	5,000.00	3,149.22	0.00	1,850.78	62.98

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	07/31/2023 NORMAL (ABNORMAL)	MONTH	07/31/2023 (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 203 - LOCAL ROADS								
Expenditures								
Total Dept 483 - ADMINISTRATION		19,200.00	9,100.98		1,092.77		10,099.02	47.40
TOTAL EXPENDITURES		387,568.74	417,777.63		7,760.08		(30,208.89)	107.79
Fund 203 - LOCAL ROADS:								
TOTAL REVENUES		830,060.00	34,597.66		7,146.42		795,462.34	4.17
TOTAL EXPENDITURES		387,568.74	417,777.63		7,760.08		(30,208.89)	107.79
NET OF REVENUES & EXPENDITURES		442,491.26	(383,179.97)		(613.66)		825,671.23	86.60

07/31/2023 10:02 AM

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## REVENUE AND EXPENDITURE REPORT

Page: 10/24

PERIOD ENDING 07/31/2023

% Fiscal Year Completed: 41.80

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 07/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 204 - MUNICIPAL STREET FUND						
Revenues						
Dept 000						
204-000-403.000	STREETS-PROPERTY TAXES	130,000.00	19,869.43	19,869.43	110,130.57	15.28
204-000-410.000	PERSONAL PROPERTY TAX	25,000.00	29.22	29.22	24,970.78	0.12
204-000-411.000	DELINQUENT TAX	13,000.00	0.00	0.00	13,000.00	0.00
204-000-445.000	REAL ESTATE TAX INTEREST	100.00	0.00	0.00	100.00	0.00
204-000-664.100	INTEREST INCOME	100.00	54.72	0.00	45.28	54.72
Total Dept 000		168,200.00	19,953.37	19,898.65	148,246.63	11.86
TOTAL REVENUES		168,200.00	19,953.37	19,898.65	148,246.63	11.86
Expenditures						
Dept 728 - ECONOMIC DEVELOPMENT						
204-728-995.030	TRANSFER TO LOCAL ROADS	200,000.00	0.00	0.00	200,000.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		200,000.00	0.00	0.00	200,000.00	0.00
TOTAL EXPENDITURES		200,000.00	0.00	0.00	200,000.00	0.00
Fund 204 - MUNICIPAL STREET FUND:						
TOTAL REVENUES		168,200.00	19,953.37	19,898.65	148,246.63	11.86
TOTAL EXPENDITURES		200,000.00	0.00	0.00	200,000.00	0.00
NET OF REVENUES & EXPENDITURES		(31,800.00)	19,953.37	19,898.65	(51,753.37)	62.75



07/31/2023 10:02 AM  
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REVENUE AND EXPENDITURE REPORT  
PERIOD ENDING 07/31/2023  
% Fiscal Year Completed: 41.80

		2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE		
GL NUMBER	DESCRIPTION	AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDGT
			NORMAL (ABNORMAL)					USED
Fund 206 - FIRE INSURANCE PROCEEDS								
Revenues								
Dept 000								
206-000-664.100	INTEREST INCOME	0.00	0.11	0.00		(0.11)		100.00
Total Dept 000		0.00	0.11	0.00		(0.11)		100.00
TOTAL REVENUES		0.00	0.11	0.00		(0.11)		100.00
Fund 206 - FIRE INSURANCE PROCEEDS:								
TOTAL REVENUES		0.00	0.11	0.00		(0.11)		100.00
TOTAL EXPENDITURES		0.00	0.00	0.00		0.00		0.00
NET OF REVENUES & EXPENDITURES		0.00	0.11	0.00		(0.11)		100.00

07/31/2023 10:02 AM

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## REVENUE AND EXPENDITURE REPORT

Page: 12/24

PERIOD ENDING 07/31/2023

% Fiscal Year Completed: 41.80

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 07/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 213 - SALVAGE VEHICLE INSPECTIONS						
Revenues						
Dept 000						
213-000-610.000	VEHICLE INSPECTION FEE	15,000.00	4,800.00	600.00	10,200.00	32.00
213-000-664.100	INTEREST INCOME	10.00	4.40	0.00	5.60	44.00
Total Dept 000		15,010.00	4,804.40	600.00	10,205.60	32.01
TOTAL REVENUES		15,010.00	4,804.40	600.00	10,205.60	32.01
Expenditures						
Dept 301 - POLICE DEPARTMENT						
213-301-703.011	VEHICLE INSPECTION	15,000.00	5,922.70	726.36	9,077.30	39.48
213-301-715.000	FICA/MEDICARE	10.00	0.00	0.00	10.00	0.00
213-301-719.000	HEALTH INSURANCE	0.00	424.49	88.06	(424.49)	100.00
Total Dept 301 - POLICE DEPARTMENT		15,010.00	6,347.19	814.42	8,662.81	42.29
TOTAL EXPENDITURES		15,010.00	6,347.19	814.42	8,662.81	42.29
Fund 213 - SALVAGE VEHICLE INSPECTIONS:						
TOTAL REVENUES		15,010.00	4,804.40	600.00	10,205.60	32.01
TOTAL EXPENDITURES		15,010.00	6,347.19	814.42	8,662.81	42.29
NET OF REVENUES & EXPENDITURES		0.00	(1,542.79)	(214.42)	1,542.79	100.00

07/31/2023 10:02 AM

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## REVENUE AND EXPENDITURE REPORT

Page: 13/24

PERIOD ENDING 07/31/2023

% Fiscal Year Completed: 41.80

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 07/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 244 - BUSINESS LOANS						
Revenues						
Dept 000						
244-000-609.000	APPLICATION FEES	0.00	25.00	0.00	(25.00)	100.00
244-000-664.100	INTEREST INCOME	40.00	18.85	0.00	21.15	47.13
244-000-685.000	PRINCIPAL ON MORFORD	5,000.00	1,260.00	630.00	3,740.00	25.20
Total Dept 000		5,040.00	1,303.85	630.00	3,736.15	25.87
TOTAL REVENUES		5,040.00	1,303.85	630.00	3,736.15	25.87
Expenditures						
Dept 728 - ECONOMIC DEVELOPMENT						
244-728-807.000	AUDIT	400.00	60.00	0.00	340.00	15.00
244-728-890.000	LOAN DRAW	0.00	20,000.00	20,000.00	(20,000.00)	100.00
Total Dept 728 - ECONOMIC DEVELOPMENT		400.00	20,060.00	20,000.00	(19,660.00)	5,015.00
TOTAL EXPENDITURES		400.00	20,060.00	20,000.00	(19,660.00)	5,015.00
Fund 244 - BUSINESS LOANS:						
TOTAL REVENUES		5,040.00	1,303.85	630.00	3,736.15	25.87
TOTAL EXPENDITURES		400.00	20,060.00	20,000.00	(19,660.00)	5,015.00
NET OF REVENUES & EXPENDITURES		4,640.00	(18,756.15)	(19,370.00)	23,396.15	404.23

07/31/2023 10:02 AM

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## REVENUE AND EXPENDITURE REPORT

Page: 14/24

PERIOD ENDING 07/31/2023

% Fiscal Year Completed: 41.80

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 07/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 245 - HOME REHAB LOANS						
Revenues						
Dept 000						
245-000-664.100	INTEREST INCOME	50.00	26.20	0.00	23.80	52.40
245-000-685.000	PRINCIPAL ON MORFORD	1,500.00	50.00	0.00	1,450.00	3.33
245-000-686.000	PRINCIPAL ON KNISS	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 000		3,050.00	76.20	0.00	2,973.80	2.50
TOTAL REVENUES		3,050.00	76.20	0.00	2,973.80	2.50
Expenditures						
Dept 728 - ECONOMIC DEVELOPMENT						
245-728-785.000	LEGAL FEES	0.00	227.50	0.00	(227.50)	100.00
245-728-807.000	AUDIT	400.00	60.00	0.00	340.00	15.00
Total Dept 728 - ECONOMIC DEVELOPMENT		400.00	287.50	0.00	112.50	71.88
TOTAL EXPENDITURES		400.00	287.50	0.00	112.50	71.88
Fund 245 - HOME REHAB LOANS:						
TOTAL REVENUES		3,050.00	76.20	0.00	2,973.80	2.50
TOTAL EXPENDITURES		400.00	287.50	0.00	112.50	71.88
NET OF REVENUES & EXPENDITURES		2,650.00	(211.30)	0.00	2,861.30	7.97

07/31/2023 10:02 AM

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## REVENUE AND EXPENDITURE REPORT

Page: 15/24

PERIOD ENDING 07/31/2023

% Fiscal Year Completed: 41.80

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2023 NORMAL (ABNORMAL)	MONTH 07/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DDA						
Revenues						
Dept 000						
248-000-404.000	PROPERTY TAXES	11,000.00	1,293.32	1,293.32	9,706.68	11.76
248-000-410.000	PERSONAL PROPERTY TAX	3,500.00	0.00	0.00	3,500.00	0.00
248-000-411.000	DELINQUENT TAX	90.00	0.00	0.00	90.00	0.00
248-000-445.000	REAL ESTATE TAX INTEREST	16.00	0.00	0.00	16.00	0.00
248-000-664.100	INTEREST INCOME	0.00	3.08	0.00	(3.08)	100.00
248-000-675.000	OTHER REVENUE	8,000.00	12,400.00	2,200.00	(4,400.00)	155.00
248-000-676.000	VENDOR REVENUE	0.00	1,310.00	560.00	(1,310.00)	100.00
Total Dept 000		22,606.00	15,006.40	4,053.32	7,599.60	66.38
TOTAL REVENUES		22,606.00	15,006.40	4,053.32	7,599.60	66.38
Expenditures						
Dept 728 - ECONOMIC DEVELOPMENT						
248-728-756.000	DDA-SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00
248-728-801.000	CONSULTING FEES	2,000.00	1,590.25	0.00	409.75	79.51
248-728-901.000	PRINTING/PUBLISHING	900.00	150.00	0.00	750.00	16.67
248-728-958.000	MISCELLANEOUS	200.00	162.22	0.00	37.78	81.11
248-728-981.000	CAPITAL OUTLAY	9,250.00	0.00	0.00	9,250.00	0.00
248-728-985.000	COMMUNITY SERVICE PROJECTS	20,000.00	27,328.25	10,018.40	(7,328.25)	136.64
248-728-986.000	DOWNTOWN FLOWERS	4,300.00	898.00	0.00	3,402.00	20.88
248-728-995.010	GEN FUND ADMIN TRANSFER	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 728 - ECONOMIC DEVELOPMENT		40,150.00	30,128.72	10,018.40	10,021.28	75.04
TOTAL EXPENDITURES		40,150.00	30,128.72	10,018.40	10,021.28	75.04
Fund 248 - DDA:						
TOTAL REVENUES		22,606.00	15,006.40	4,053.32	7,599.60	66.38
TOTAL EXPENDITURES		40,150.00	30,128.72	10,018.40	10,021.28	75.04
NET OF REVENUES & EXPENDITURES		(17,544.00)	(15,122.32)	(5,965.08)	(2,421.68)	86.20

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	07/31/2023 NORMAL (ABNORMAL)	MONTH 07/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 265 - DRUG FORFEITURE								
Revenues								
Dept 000								
265-000-664.100	INTEREST INCOME	0.00	0.32	0.00		(0.32)	100.00	
Total Dept 000		0.00	0.32	0.00		(0.32)	100.00	
TOTAL REVENUES		0.00	0.32	0.00		(0.32)	100.00	
Fund 265 - DRUG FORFEITURE:								
TOTAL REVENUES		0.00	0.32	0.00		(0.32)	100.00	
TOTAL EXPENDITURES		0.00	0.00	0.00		0.00	0.00	
NET OF REVENUES & EXPENDITURES		0.00	0.32	0.00		(0.32)	100.00	

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED BUDGET	07/31/2023	MONTH 07/31/2023	INCREASE (DECREASE)	BALANCE	
			NORMAL (ABNORMAL)			NORMAL (ABNORMAL)	USED
Fund 282 - APRA FUND							
Revenues							
Dept 000							
282-000-664.100	INTEREST INCOME	60.00	42.63		0.00	17.37	71.05
Total Dept 000		60.00	42.63		0.00	17.37	71.05
TOTAL REVENUES		60.00	42.63		0.00	17.37	71.05
Fund 282 - APRA FUND:							
TOTAL REVENUES		60.00	42.63		0.00	17.37	71.05
TOTAL EXPENDITURES		0.00	0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		60.00	42.63		0.00	17.37	71.05

07/31/2023 10:02 AM

User: MEGAN

DB: Decatur

## REVENUE AND EXPENDITURE REPORT

Page: 18/24

PERIOD ENDING 07/31/2023

% Fiscal Year Completed: 41.80

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2023 NORMAL (ABNORMAL)	MONTH 07/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 590 - SEWER FUND						
Revenues						
Dept 000						
590-000-626.000	TAP IN FEES	1,000.00	0.00	0.00	1,000.00	0.00
590-000-628.000	SEWER SERVICE CHARGES	306,000.00	121,097.66	14.60	184,902.34	39.57
590-000-629.000	PENALTIES	3,000.00	3,141.94	630.22	(141.94)	104.73
590-000-664.000	INTEREST ON CD'S	1,500.00	0.00	0.00	1,500.00	0.00
590-000-664.100	INTEREST ON CHECKING	0.00	(85.17)	0.00	85.17	100.00
590-000-664.120	INTEREST ON CHECKING-RECEIVING	200.00	133.03	0.00	66.97	66.52
590-000-689.000	CASH OVER AND SHORT	0.00	(2.50)	(2.50)	2.50	100.00
Total Dept 000		311,700.00	124,284.96	642.32	187,415.04	39.87
TOTAL REVENUES		311,700.00	124,284.96	642.32	187,415.04	39.87
Expenditures						
Dept 482 - ADMINISTRATION - USDA						
590-482-960.000	USDA - BONDS \$13,130.00	13,130.00	0.00	0.00	13,130.00	0.00
590-482-961.000	USDA - RRI RESERVE - \$11,667.00	11,667.00	0.00	0.00	11,667.00	0.00
590-482-962.000	USDA - ENGINEERING	60,000.00	31,757.50	5,400.00	28,242.50	52.93
Total Dept 482 - ADMINISTRATION - USDA		84,797.00	31,757.50	5,400.00	53,039.50	37.45
Dept 483 - ADMINISTRATION						
590-483-703.172	MANAGER SALARY	15,000.00	5,922.83	1,076.86	9,077.17	39.49
590-483-703.215	CLERK SALARY	8,400.00	3,724.80	680.00	4,675.20	44.34
590-483-715.000	FICA/MEDICARE	1,600.00	738.04	134.40	861.96	46.13
590-483-718.000	PENSION	1,300.00	578.90	105.42	721.10	44.53
590-483-719.000	HEALTH INSURANCE	2,500.00	1,387.69	277.56	1,112.31	55.51
590-483-807.000	AUDIT	1,500.00	120.00	0.00	1,380.00	8.00
Total Dept 483 - ADMINISTRATION		30,300.00	12,472.26	2,274.24	17,827.74	41.16
Dept 548 - SEWER LINE MAINTENANCE						
590-548-768.000	UNIFORMS/BOOTS/ETC	1,000.00	75.00	0.00	925.00	7.50
590-548-820.000	MISS DIG	800.00	0.00	0.00	800.00	0.00
590-548-822.000	CONTRACTUAL SERVICES	1,200.00	0.00	0.00	1,200.00	0.00
590-548-853.020	CELL PHONE	500.00	255.16	0.00	244.84	51.03
590-548-864.000	CONFERENCES/WORKSHOPS	1,000.00	0.00	0.00	1,000.00	0.00
590-548-874.000	LAB TESTING	1,700.00	1,110.00	0.00	590.00	65.29
590-548-934.000	MAINTENANCE	8,000.00	1,593.40	0.00	6,406.60	19.92
590-548-936.000	TECH SERVICES	200.00	162.22	0.00	37.78	81.11
590-548-963.000	LIABILITY INSURANCE	4,700.00	4,615.05	0.00	84.95	98.19
Total Dept 548 - SEWER LINE MAINTENANCE		19,100.00	7,810.83	0.00	11,289.17	40.89
Dept 549 - MAINTENANCE-LIFT STATIONS						
590-549-703.000	SALARIES-MAINTENANCE	40,000.00	19,882.93	3,558.78	20,117.07	49.71
590-549-703.010	OVERTIME PAY	3,000.00	2,211.75	378.00	788.25	73.73
590-549-717.000	WORKMAN'S COMP	300.00	286.34	0.00	13.66	95.45
590-549-719.000	HEALTH INSURANCE	5,000.00	4,451.41	715.22	548.59	89.03
590-549-719.500	DISABILITY INSURANCE	400.00	394.06	76.59	5.94	98.52
590-549-720.000	LIFE INSURANCE	500.00	79.05	15.30	420.95	15.81



07/31/2023 10:02 AM

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## REVENUE AND EXPENDITURE REPORT

Page: 19/24

PERIOD ENDING 07/31/2023

% Fiscal Year Completed: 41.80

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2023 NORMAL (ABNORMAL)	MONTH 07/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 590 - SEWER FUND						
Expenditures						
590-549-807.000	AUDIT	1,200.00	180.00	0.00	1,020.00	15.00
590-549-822.000	CONTRACTUAL SERVICES	700.00	0.00	0.00	700.00	0.00
590-549-853.000	TELEPHONE	600.00	309.29	61.49	290.71	51.55
590-549-853.020	CELL PHONE	400.00	187.61	37.53	212.39	46.90
590-549-921.000	ELECTRIC	3,000.00	826.12	0.00	2,173.88	27.54
590-549-931.000	MAINTENANCE SERVICE	2,600.00	1,880.96	0.00	719.04	72.34
590-549-931.010	COUNTY DRAIN MAINTENANCE	570.00	0.00	0.00	570.00	0.00
590-549-943.000	EQUIPMENT RENTAL	13,000.00	6,531.14	1,010.47	6,468.86	50.24
590-549-963.000	LIABILITY INSURANCE	4,800.00	4,615.05	0.00	184.95	96.15
Total Dept 549 - MAINTENANCE-LIFT STATIONS		76,070.00	41,835.71	5,853.38	34,234.29	55.00
Dept 550 - COLLECTION						
590-550-703.000	SALARIES	35,000.00	12,186.22	2,723.65	22,813.78	34.82
590-550-703.010	OVERTIME PAY	0.00	68.02	0.00	(68.02)	100.00
590-550-715.000	FICA/MEDICARE	3,000.00	929.78	206.44	2,070.22	30.99
590-550-716.000	UNEMPLOYMENT COMPENSATION	10.00	40.06	4.04	(30.06)	400.60
590-550-717.000	WORKMAN'S COMP.	400.00	286.34	0.00	113.66	71.59
590-550-718.000	PENSION	1,000.00	729.26	243.52	270.74	72.93
590-550-719.000	HEALTH INSURANCE	10,000.00	0.00	0.00	10,000.00	0.00
590-550-719.500	DISABILITY INSURANCE	400.00	394.06	76.59	5.94	98.52
590-550-720.000	LIFE INSURANCE	500.00	79.05	15.30	420.95	15.81
590-550-728.000	OFFICE SUPPLIES	600.00	198.66	0.00	401.34	33.11
590-550-730.000	POSTAGE	1,700.00	872.86	173.09	827.14	51.34
590-550-807.000	AUDIT	2,000.00	240.00	0.00	1,760.00	12.00
590-550-808.000	PAYMENT PROCESSING FEES	2,000.00	216.55	0.00	1,783.45	10.83
590-550-853.000	TELEPHONE	800.00	309.29	61.49	490.71	38.66
590-550-901.000	PRINTING	200.00	0.00	0.00	200.00	0.00
590-550-934.000	SERVICE CONTRACTS	4,000.00	8,852.22	5,400.00	(4,852.22)	221.31
590-550-936.000	TECH SERVICES	6,000.00	4,273.93	31.25	1,726.07	71.23
590-550-964.000	NSF CHECK CHARGES	0.00	7.50	0.00	(7.50)	100.00
590-550-968.000	DEPRECIATION	58,000.00	0.00	0.00	58,000.00	0.00
Total Dept 550 - COLLECTION		125,610.00	29,683.80	8,935.37	95,926.20	23.63
TOTAL EXPENDITURES		335,877.00	123,560.10	22,462.99	212,316.90	36.79
Fund 590 - SEWER FUND:						
TOTAL REVENUES		311,700.00	124,284.96	642.32	187,415.04	39.87
TOTAL EXPENDITURES		335,877.00	123,560.10	22,462.99	212,316.90	36.79
NET OF REVENUES & EXPENDITURES		(24,177.00)	724.86	(21,820.67)	(24,901.86)	3.00

## REVENUE AND EXPENDITURE REPORT

PERIOD ENDING 07/31/2023

% Fiscal Year Completed: 41.80

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	07/31/2023 NORMAL (ABNORMAL)	MONTH 07/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 591 - WATER FUND						
Revenues						
Dept 000						
591-000-608.000	NSF CHECK FEE	50.00	90.00	0.00	(40.00)	180.00
591-000-629.000	PENALTIES	3,500.00	4,022.73	832.52	(522.73)	114.94
591-000-642.000	WATER TURN ONS	2,600.00	1,200.00	225.00	1,400.00	46.15
591-000-643.000	METERED SALES	414,575.00	163,379.08	17.67	251,195.92	39.41
591-000-645.000	WATER TAP FEES	1,000.00	0.00	0.00	1,000.00	0.00
591-000-664.000	INTEREST ON CD'S-RECEIVING	100.00	0.00	0.00	100.00	0.00
591-000-664.100	INTEREST-WATER OPERATING	100.00	(84.06)	0.00	184.06	(84.06)
591-000-664.120	INTEREST ON CHECKING-RECEIVING	100.00	163.35	0.00	(63.35)	163.35
591-000-689.000	CASH OVER AND SHORT	0.00	(2.50)	(2.50)	2.50	100.00
Total Dept 000		422,025.00	168,768.60	1,072.69	253,256.40	39.99
TOTAL REVENUES		422,025.00	168,768.60	1,072.69	253,256.40	39.99
Expenditures						
Dept 482 - ADMINISTRATION - USDA						
591-482-960.000	USDA - BONDS \$8,240.00	8,240.00	0.00	0.00	8,240.00	0.00
591-482-961.000	USDA - RRI RESERVE \$16,000.00	16,000.00	0.00	0.00	16,000.00	0.00
591-482-962.000	USDA - ENGINEERING	30,000.00	15,757.50	3,300.00	14,242.50	52.53
Total Dept 482 - ADMINISTRATION - USDA		54,240.00	15,757.50	3,300.00	38,482.50	29.05
Dept 483 - ADMINISTRATION						
591-483-703.172	MANAGER SALARY	15,000.00	5,923.01	1,076.90	9,076.99	39.49
591-483-703.215	CLERK SALARY	8,400.00	3,724.69	679.98	4,675.31	44.34
591-483-715.000	FICA/MEDICARE	1,500.00	738.04	134.40	761.96	49.20
591-483-718.000	PENSION	1,500.00	578.89	105.42	921.11	38.59
591-483-719.000	HEALTH INSURANCE	3,000.00	1,387.69	277.57	1,612.31	46.26
Total Dept 483 - ADMINISTRATION		29,400.00	12,352.32	2,274.27	17,047.68	42.01
Dept 550 - COLLECTION						
591-550-703.000	SALARIES-CLERICAL	35,600.00	12,186.86	2,723.85	23,413.14	34.23
591-550-703.010	OVERTIME PAY	0.00	67.98	0.00	(67.98)	100.00
591-550-715.000	FICA/MEDICARE	1,600.00	929.87	206.47	670.13	58.12
591-550-716.000	UNEMPLOYMENT COMPENSATION	10.00	40.07	4.04	(30.07)	400.70
591-550-717.000	WORKMAN'S COMP	100.00	28.64	0.00	71.36	28.64
591-550-718.000	PENSION	2,000.00	729.28	243.53	1,270.72	36.46
591-550-719.000	HEALTH INSURANCE	5,900.00	0.00	0.00	5,900.00	0.00
591-550-719.500	DISABILITY INSURANCE	500.00	394.09	76.60	105.91	78.82
591-550-720.000	LIFE INSURANCE	500.00	79.05	15.30	420.95	15.81
591-550-728.000	OFFICE SUPPLIES	600.00	198.66	0.00	401.34	33.11
591-550-730.000	POSTAGE	1,500.00	872.86	173.09	627.14	58.19
591-550-807.000	AUDIT	800.00	240.00	0.00	560.00	30.00
591-550-808.000	PAYMENT PROCESSING FEES	2,000.00	216.55	0.00	1,783.45	10.83
591-550-853.000	TELEPHONE	1,000.00	309.29	61.49	690.71	30.93
591-550-901.000	PRINTING	700.00	140.00	0.00	560.00	20.00
591-550-931.000	MAINT-SERVICES	1,500.00	3,996.85	0.00	(2,496.85)	266.46
591-550-934.000	SERVICE CONTRACTS	1,800.00	705.24	0.00	1,094.76	39.18
591-550-936.000	TECH SERVICES	5,000.00	3,713.67	31.25	1,286.33	74.27
591-550-964.000	NSF CHECK CHARGES	0.00	7.50	0.00	(7.50)	100.00

07/31/2023 10:02 AM

User: MEGAN

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## REVENUE AND EXPENDITURE REPORT

Page: 21/24

PERIOD ENDING 07/31/2023

% Fiscal Year Completed: 41.80

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED		
		AMENDED BUDGET	07/31/2023 NORMAL (ABNORMAL)	MONTH 07/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 591 - WATER FUND								
Expenditures								
591-550-968.000	DEPRECIATION	54,000.00	0.00	0.00	54,000.00	0.00		
Total Dept 550 - COLLECTION		115,110.00	24,856.46	3,535.62	90,253.54	21.59		
Dept 551 - UTILITY								
591-551-921.000	POWER PUMPING-ELECTRIC	10,000.00	2,463.64	0.00	7,536.36	24.64		
Total Dept 551 - UTILITY		10,000.00	2,463.64	0.00	7,536.36	24.64		
Dept 552 - DISTRIBUTION								
591-552-703.000	SALARIES-DISTRIBUTION	50,000.00	22,844.38	5,072.52	27,155.62	45.69		
591-552-703.010	OVERTIME PAY	6,000.00	4,767.39	811.13	1,232.61	79.46		
591-552-717.000	WORKMAN'S COMP	1,300.00	859.02	0.00	440.98	66.08		
591-552-719.000	HEALTH INSURANCE	7,000.00	4,334.95	903.35	2,665.05	61.93		
591-552-719.500	DISABILITY INSURANCE	1,000.00	371.94	76.61	628.06	37.19		
591-552-720.000	LIFE INSURANCE	500.00	101.24	15.30	398.76	20.25		
591-552-768.000	UNIFORMS/BOOTS/ETC	100.00	75.00	0.00	25.00	75.00		
591-552-776.000	SUPPLIES & MAINTENANCE	10,000.00	1,968.61	214.99	8,031.39	19.69		
591-552-807.000	AUDIT	1,000.00	240.00	0.00	760.00	24.00		
591-552-812.000	ENGINEERING	0.00	8,250.00	0.00	(8,250.00)	100.00		
591-552-822.000	CONTRACTUAL SERVICES	6,000.00	3,774.50	0.00	2,225.50	62.91		
591-552-853.020	CELL PHONE	1,700.00	876.76	123.94	823.24	51.57		
591-552-864.000	CONF/WORKSHOPS	500.00	25.00	0.00	475.00	5.00		
591-552-874.000	WATER TESTING	5,000.00	450.00	0.00	4,550.00	9.00		
591-552-936.000	TECH SERVICES	1,500.00	722.47	0.00	777.53	48.16		
591-552-943.000	EQUIPMENT RENTAL-WATER FUND	15,000.00	6,536.94	1,554.76	8,463.06	43.58		
591-552-958.001	DUES/MEMBERSHIPS	1,000.00	800.00	800.00	200.00	80.00		
591-552-963.000	LIABILITY INSURANCE	5,000.00	4,615.05	0.00	384.95	92.30		
Total Dept 552 - DISTRIBUTION		112,600.00	61,613.25	9,572.60	50,986.75	54.72		
Dept 553 - WELLS/TOWER								
591-553-963.000	LIABILITY INSURNACE	4,700.00	4,615.05	0.00	84.95	98.19		
591-553-968.000	DEPRECIATION	54,000.00	0.00	0.00	54,000.00	0.00		
Total Dept 553 - WELLS/TOWER		58,700.00	4,615.05	0.00	54,084.95	7.86		
TOTAL EXPENDITURES		380,050.00	121,658.22	18,682.49	258,391.78	32.01		
Fund 591 - WATER FUND:								
TOTAL REVENUES		422,025.00	168,768.60	1,072.69	253,256.40	39.99		
TOTAL EXPENDITURES		380,050.00	121,658.22	18,682.49	258,391.78	32.01		
NET OF REVENUES & EXPENDITURES		41,975.00	47,110.38	(17,609.80)	(5,135.38)	112.23		

07/31/2023 10:02 AM

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DB: Decatur

## REVENUE AND EXPENDITURE REPORT

Page: 22/24

PERIOD ENDING 07/31/2023

% Fiscal Year Completed: 41.80

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 07/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 07/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 596 - GARBAGE COLLECTION						
Revenues						
Dept 000						
596-000-628.000	TRASH SERVICE CHARGES	130,000.00	52,845.49	18.49	77,154.51	40.65
596-000-629.000	PENALTIES	500.00	1,063.59	281.40	(563.59)	212.72
596-000-664.100	INTEREST INCOME	0.00	(56.46)	0.00	56.46	100.00
596-000-664.120	INTEREST ON CHECKING-RECEIVING	60.00	32.82	0.00	27.18	54.70
Total Dept 000		130,560.00	53,885.44	299.89	76,674.56	41.27
TOTAL REVENUES		130,560.00	53,885.44	299.89	76,674.56	41.27
Expenditures						
Dept 528 - RUBBISH COLLECTION/DISPOSAL						
596-528-819.000	WASTE AND RUBBISH DISPOSAL	118,000.00	42,219.50	0.00	75,780.50	35.78
596-528-995.596	ADMIN TRANSFER TO GF	6,500.00	0.00	0.00	6,500.00	0.00
Total Dept 528 - RUBBISH COLLECTION/DISPOSAL		124,500.00	42,219.50	0.00	82,280.50	33.91
TOTAL EXPENDITURES		124,500.00	42,219.50	0.00	82,280.50	33.91
Fund 596 - GARBAGE COLLECTION:						
TOTAL REVENUES		130,560.00	53,885.44	299.89	76,674.56	41.27
TOTAL EXPENDITURES		124,500.00	42,219.50	0.00	82,280.50	33.91
NET OF REVENUES & EXPENDITURES		6,060.00	11,665.94	299.89	(5,605.94)	192.51

07/31/2023 10:02 AM

User: MEGAN

DB: Decatur

## REVENUE AND EXPENDITURE REPORT

Page: 23/24

PERIOD ENDING 07/31/2023

% Fiscal Year Completed: 41.80

		2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 07/31/2023	BALANCE	% BDGT USED
Fund 661 - MOTOR POOL						
Revenues						
Dept 000						
661-000-664.100	INTEREST INCOME	100.00	47.79	0.00	52.21	47.79
661-000-668.100	RENTAL EQUIPMENT-POLICE	10,000.00	0.00	0.00	10,000.00	0.00
661-000-668.200	RENTAL EQUIPMENT PARKS	14,000.00	7,567.74	2,337.67	6,432.26	54.06
661-000-668.300	RENTAL EQUIPMENT-LOCAL	60,000.00	18,788.13	2,806.54	41,211.87	31.31
661-000-668.310	EQUIP RENTAL L/R ICE/SNOW	1,000.00	425.85	0.00	574.15	42.59
661-000-668.400	RENTAL EQUIPMENT-MAJOR	10,000.00	4,453.40	643.38	5,546.60	44.53
661-000-668.410	EQUIP RENTAL M/R ICE/SNOW	6,000.00	1,042.28	0.00	4,957.72	17.37
661-000-668.500	RENTAL EQUIPMENT-WATER	16,000.00	6,536.94	1,554.76	9,463.06	40.86
661-000-668.600	RENTAL EQUIPMENT-SEWER LINE	1,000.00	0.00	0.00	1,000.00	0.00
661-000-668.605	LS MAINT. EQUIP RENTAL	13,000.00	6,531.14	1,010.47	6,468.86	50.24
661-000-668.700	RENTAL EQIPMENT-PUBLIC WORKS	12,000.00	7,572.00	1,260.46	4,428.00	63.10
661-000-673.000	SALE OF FIXED ASSETS	5,000.00	0.00	0.00	5,000.00	0.00
661-000-675.000	MISCELLANEOUS	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 000		153,100.00	52,965.27	9,613.28	100,134.73	34.60
TOTAL REVENUES		153,100.00	52,965.27	9,613.28	100,134.73	34.60
Expenditures						
Dept 301 - POLICE DEPARTMENT						
661-301-870.000	GAS	10,000.00	4,071.84	0.00	5,928.16	40.72
661-301-872.000	TIRES	2,000.00	786.48	0.00	1,213.52	39.32
661-301-930.000	REPAIRS	3,000.00	637.25	42.55	2,362.75	21.24
661-301-963.000	MULTI-PERIL INSURANCE	8,000.00	6,153.40	0.00	1,846.60	76.92
661-301-981.000	CAPITAL OUTLAY	54,000.00	59,828.00	0.00	(5,828.00)	110.79
Total Dept 301 - POLICE DEPARTMENT		77,000.00	71,476.97	42.55	5,523.03	92.83
Dept 441 - DPW						
661-441-807.000	AUDIT	1,000.00	402.22	0.00	597.78	40.22
661-441-870.000	GAS	25,000.00	6,939.71	0.00	18,060.29	27.76
661-441-872.000	TIRES	2,500.00	720.00	0.00	1,780.00	28.80
661-441-930.000	REPAIRS & MAINTENANCE	0.00	10,307.04	0.00	(10,307.04)	100.00
661-441-963.000	MULTI-PERIL INSURANCE	8,000.00	6,153.40	0.00	1,846.60	76.92
661-441-968.000	DEPRECIATION	67,000.00	0.00	0.00	67,000.00	0.00
661-441-970.000	EQUIPMENT PURCHASED	10,000.00	0.00	0.00	10,000.00	0.00
661-441-981.000	CAPITAL OUTLAY	0.00	63,087.99	0.00	(63,087.99)	100.00
Total Dept 441 - DPW		113,500.00	87,610.36	0.00	25,889.64	77.19
Dept 483 - ADMINISTRATION						
661-483-703.172	MANAGER SALARY	4,000.00	1,692.11	307.66	2,307.89	42.30
661-483-703.215	CLERK SALARY	2,100.00	931.29	170.03	1,168.71	44.35
661-483-715.000	FICA/MEDICARE	400.00	200.68	36.54	199.32	50.17
661-483-718.000	PENSION	300.00	157.40	28.66	142.60	52.47
661-483-719.000	HEALTH INSURANCE	700.00	346.96	69.40	353.04	49.57
661-483-995.010	GEN FUND ADMIN TRANSFER	8,000.00	0.00	0.00	8,000.00	0.00
Total Dept 483 - ADMINISTRATION		15,500.00	3,328.44	612.29	12,171.56	21.47

REVENUE AND EXPENDITURE REPORT  
PERIOD ENDING 07/31/2023  
% Fiscal Year Completed: 41.80

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	07/31/2023 NORMAL (ABNORMAL)	MONTH	07/31/2023 (DECREASE)	NORMAL	(ABNORMAL) BALANCE	
Fund 661 - MOTOR POOL								
Expenditures								
TOTAL EXPENDITURES		206,000.00	162,415.77		654.84		43,584.23	78.84
Fund 661 - MOTOR POOL:								
TOTAL REVENUES		153,100.00	52,965.27		9,613.28		100,134.73	34.60
TOTAL EXPENDITURES		206,000.00	162,415.77		654.84		43,584.23	78.84
NET OF REVENUES & EXPENDITURES		(52,900.00)	(109,450.50)		8,958.44		56,550.50	206.90
TOTAL REVENUES - ALL FUNDS		3,188,771.00	799,802.95		125,438.02		2,388,968.05	25.08
TOTAL EXPENDITURES - ALL FUNDS		2,911,035.74	1,512,243.32		148,039.16		1,398,792.42	51.95
NET OF REVENUES & EXPENDITURES		277,735.26	(712,440.37)		(22,601.14)		990,175.63	256.52



Village of Decatur  
114 N Phelps Street  
Decatur, MI 49045

## **MEMORANDUM – MONTHLY REPORT**

TO: Village Council  
FROM: Natalie Davis, Deputy Clerk/Treasurer  
REVIEWED BY: Christopher Tapper, Village Manager  
DATE: August 1, 2023  
  
SUBJECT: July 2023 Monthly Report from Natalie

### **July 2023 – Jobs completed**

- Took payment for utility Bills
- Calculated bills
- Invoice cloud trainings
- Took rental registration payments
- Pulled reports for DWAM grant
- Learned how to do payroll
- Ran reports for Shut offs
- Took R.W.P reservations
- Took tax payments
- Set up new customer accounts
- Helped prepare for Decatur Day



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: August 7, 2023  
  
SUBJECT: Monthly Report July 2023

### Updates – June 2023:

#### UPDATE REGARDING PC – DDA – PARKS & RECREATION COMMITTEES

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

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

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

#### UPDATE REGARDING BRONSON LAKEVIEW – DECATUR OFFICE

July 26<sup>th</sup> staff was invited to attend the exceptional patient experiences award presented to the Bronson Decatur Office. The office was national recognized for its outstanding patient experiences score of 99% patient satisfaction; they are among the very best primary care offices in the nation. This is a tremendous achievement, and the Village of Decatur is proud of this achievement.





## UPDATE REGARDING ADDITIONAL TRAFFIC CLAIMING

Staff would like to open discussion on additional traffic claiming measures regarding S. George Street. Since the accomplishment of reconstruction of S. George Street, the Police Department along with several residents of S. George Street has witnessed an increase with speeding vehicles.



NORHT (FROM BEERS STREET)



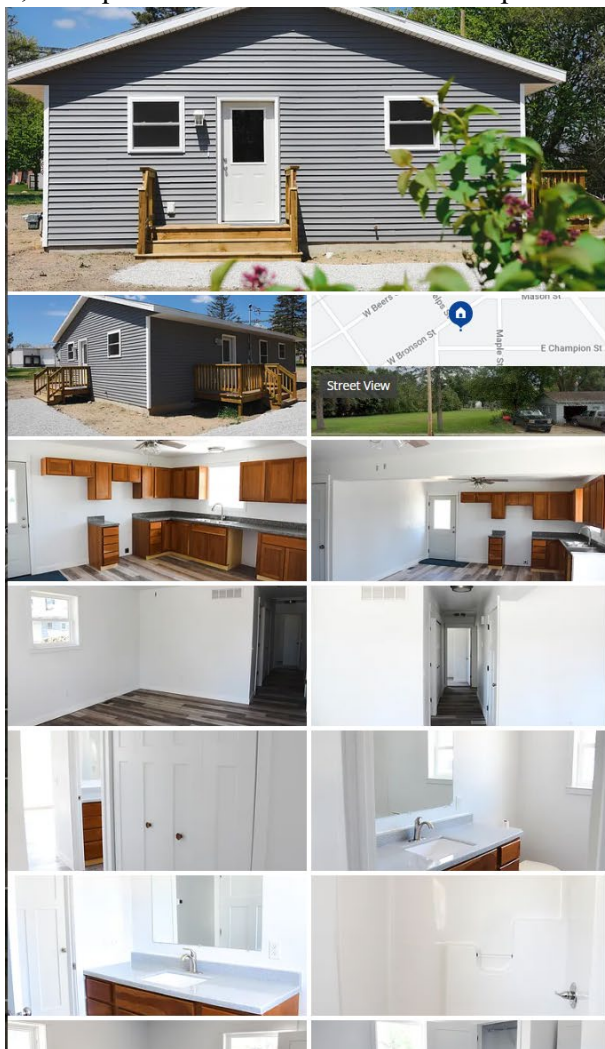
SOUTH (VILLAGE LIMITS)


## UPDATE REGARDING ANNEXATION

Staff continues to receive letter of support for the possibility of annexation into the Village limits. The opinion of residents who are inquiring of annexation, the most common answer to “why” they are interested in annexation, was wanting additional services such as water, sewer, trash, Police Department services, brush, leaf, and yard waste pick up. As staff continues to receive letters of support, specifically identifying the Lake Dr peninsula. A total of 27 parcels are identified as annexation potential, of the 27 properties staff has received 16 properties that are wanting and support annexation. This would leave 8 unsure and 3 no. The overwhelming support of the likelihood of supporting annexation is positive.

## UPDATE REGARDING VBISD and VILLAGE HOUSING PROJECT

Council will recall the intergovernmental agreement between the Village and the VBISD to construct a new residential housing structure on the Village owned property of 100 W Bronson Street. One of the conditions of the agreement was the VBISD would build a new residential structure on the vacant lot. The construction was completed late spring and place on the market for sale. The property received multiple offers. The home sold, [7/28/2023 for approximately \\$200,000.00](#) for a 3bd, 1ba, 1,040 sqft. Staff would like to thank the partners from the VBISD for this achievement.



Save Share More


3 bd | 1 ba | 1,040 sqft

100 W Bronson St, Decatur, MI 49045


**Sold: \$200,000** | Sold on 07/28/23 | Zestimate®: **\$200,000**


Est. refi payment: \$1,406/mo [Refinance your loan](#)


Home value Owner tools Home details Neighborhood details


**Get pre-qualified for a loan**  
At Zillow Home Loans, we can pre-qualify you in as little as 3 minutes with no impact to your credit score.  
[Start now](#)  
An equal housing lender. NMLS #10287.

Home value

  
Zestimate  
**\$200,000**

**Zestimate range**  
**\$182,000 - \$220,000**

**Last 30-day change**  
**+ \$200,000 (--- %)**

**Zestimate per sqft**  
**\$192**

[Zestimate history & details](#)

Estimated net proceeds  
**\$17,338**

Est. selling price of your home

### **UPDATE REGARDING HOUSING**

Monday, July 24<sup>th</sup> the Van Buren County Municipal Managers meeting it was discussed how best to approach community goals pertaining to new housing. With assistance from Market Van Buren, it was discussed the need for a Residential Target Market Analysis (TMA). Such analysis is used by developers and planners to help locality determine what kind and amount of housing to encourage. This type of report will provide a developer the tools to use to obtain financial support of projects and is often required if a local unit of government is looking for MEDC / MSHDA assistances. Market Van Buren inquired of municipal leaders' participation to provide letters of support, to included with the submitting of a grant application. A copy of Decatur Villages support letter is attached to this report.

### **UPDATE REGARDING SPECAIL EVENT REQUEST**

Saturday, July 29<sup>th</sup>, Final Gravity held the annual Midwest Festival. The PD and DPW department provided outstanding support services for this event, with no major issues or concerns to report. Staff would like to report, receiving a letter of complaint regarding the blocked sidewalk/parking lot/handicap parking lot, on Sunday morning. Attached to this report you will read the email submitted.

### **ADDITIONAL ATTACHMENTS**

- **Van Buren County BOC – July 2023**
- **[Van Buren Conservation District – July 2023](#)**
- **Market Van Buren support letter**
- **Complaint regarding Midwest Festival**





## July 2023 Board of Commissioners Activity Report

Administration Address  
219 E Paw Paw Street - Suite 302, Paw Paw, MI 49079  
Website: [www.vanburencountymi.gov](http://www.vanburencountymi.gov)

Telephone No.  
(269) 657-8253  
Email: [Admin@vanburencountymi.gov](mailto:Admin@vanburencountymi.gov)

### HIGHLIGHTS

- 1. Proclamation – Eleanor Dunlop 100<sup>th</sup> Birthday** – Longevity of life is a blessing for an individual and for a community which benefits from the knowledge, creativity, and experiences this individual brings to all. The County of Van Buren recognizes with respect and admiration the contribution of senior citizens to our community. Eleanor Elkins joined the Army after Pearl Harbor and became an Army Nurse in World War II. She was a Lieutenant stationed in Europe, where she met her late husband and the father of her children, Veteran PFC Army Corpsman David Dunlop. Eleanor Elkins and David Dunlop. Eleanor Dunlop raised five children while working full time as a Surgical Nurse at Lake View Community Hospital, in Paw Paw. Her career there spanned 31 years and Eleanor touched many lives. Eleanor continues to be a leader in Trinity Lutheran Church, where she participates in Bible studies and reads the Bible from the lectern. She also collects clothing for seminary students at Lutheran Church Fort Wayne Seminary, among many other charitable acts. Eleanor contributed many resources to Habitat for Humanity, not the least of which was helping to build a house in Southwestern Michigan alongside former President Jimmy Carter. She continues to give of herself at Eleanor's Pantry in and enjoys gardening, baking, spending time with loved ones and caring for the birds and cats that reside at her country home. Eleanor is a blessing to all she meets. The Board of Commissioners recognizes and thanks Ms. Eleanor Dunlop for her dedication to her community. The Board honors Ms. Eleanor Dunlop for her long life and prosperity and wish her many more!
- 2. Proclamation – Carl Davis Retirement** – The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies, and agencies of government at other levels. Municipal clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all. The municipal clerk serves as the information center on functions of local government and community. The Keeler township clerk, Carl Davis, has served as the Keeler Treasurer from 1972 to 1980. He then served as the Keeler Township Clerk from 1986 to present. Dedicating eight years as the township's Treasurer and thirty-seven years as the townships Clerk. It is most appropriate that we recognize that accomplishments and years of services from the Keeler Township Clerk, Carl Davis. The Board of Commissioners further extends their appreciation to Carl Davis for his many years of service to Keeler township and for the vital services that he performed, along with the exemplary dedication to the community he represented.
- 3. June 2023 Claims** – Claims in the amount of \$13,645,050.09 for June 2023 were submitted, reviewed, and approved by the Board during the July 25<sup>th</sup> Board of Commissioners meeting.
- 4. Computer Replacement Program** - The Board of Commissioners discussed the 2023 PC refresh purchase. Every year IT purchases ~50 end-user computers to replace aged and outdated devices deployed across the County. After soliciting prices from three sources, the IT department suggests that we use the quote that is the most cost effective. This is a planned, budgeted expense that occurs annually. Costs are within those budgeted and will be absorbed from the Technology Improvement Fund – 636.0- 228.00-752.005. Due to the overall cost, this purchase requires Board approval to comply with purchasing policies. The total amount is \$17,662.02. The Board approved the request of the 2023 PC Refresh purchase.

5. **Purchase of Sheriff's Office K9** – There was a request to approve the purchase of a new K9, equipment and a basic 6-week training course for a new handler from F.M K9 located in Berrien Center, Michigan for a total price of \$13,565.00 dollars. The Board approved of the purchase of the Sheriff's office K9.
6. **Target Market Analysis & Housing Strategic Plan** – There was a request to approve a \$50,000 match for a Michigan Department of Rural Readiness (MDARD) grant that will fund a residential Target Market Analysis (TMA), which will support our ongoing efforts to develop a County-wide Housing Strategic Plan. The TMA will identify the market potential for new and rehabbed housing units, migration patterns, target markets, and other data necessary to understand the gap between housing stock and demand. The purpose of the Strategic Plan is to effectively address the ongoing, county wide housing shortage. The Strategic Plan will build upon the TMA by reviewing existing planning, zoning, and housing tools and policies throughout the County to determine if current practices are aligned, consistent, contemporary, and substantiated by the results of the TMA. The Strategic Plan will also include an Action Plan that details key tasks, strategies, project champions, and estimated costs to address housing and developer recruitment, relationship building, and community marketing. The Board of Commissioners approved a \$50,000 match for a Michigan Department of Rural Readiness (MDARD) grant that will fund a residential Target Market Analysis, which will support our ongoing efforts to develop a County-wide Housing Strategic Plan. The match is subject to the awarding of the grant.
7. **Specialty Court Peer Recovery Specialist** – There was a request to approve the move of the current contractual position, Peer Recovery Specialist, away from contractual and into a full-time position with the Specialty Courts. Currently, the budget for this position is a little over \$50,000/year. As a fulltime county position, it would be classified as an R 25 position, starting at \$22.26 per hour, or \$43,409.73 per year. With fringes added, we estimate the full cost of the position to be around \$75,000 total cost for the first year. The Peer Recovery Specialist position, like all positions in Specialty Courts, would be grant-dependent. There is \$18,300 available in state grants and \$240,000 in federal grants which would fund this position. The Board approved the Peer Recovery Specialist position to become a full-time County position, funded through Specialty Court state and federal grants.

## **Appointment/Reappointment Requests**

1. **Land Preservation Board – Christopher Rickli** – There was a request to approve the appointment of Christopher Rickli to the Land Preservation Board for a term set to expire on March 1st, 2025. His appointment will fill the Farmer Representative vacancy. All Board terms are set to expire March 1st, 2025. The Board of Commissioners approved of Mr. Rickli's appointment to the Land Preservation Board.
2. **Land Preservation Board – Michael Matheny** – There was a request to approve the appointment of Michael Matheny to the Land Preservation Board for a term set to expire on March 1st, 2025. His appointment will fill the Elected Official vacancy. All Board terms are set to expire March 1st, 2025. The Board of Commissioners approved of Mr. Matheny's appointment to the Land Preservation Board.
3. **Kinexus Group Workforce Development Board – Tom Stanek** – The Board of Commissioners is responsible for making appointments to the Kinexus Board. Tom Stanek was seeking approval from the Board of Commissioners for reappointment. The recommendation was to appoint him for a three-year term which will expire on June 30, 2026. The Board approved the appointment of Tom Stanek to the Kinexus Group Workforce Development Board at the July 11<sup>th</sup> Board meeting.
4. **Palisades Community Advisory Panel – Bill Van Tassel** – There was a request to approve the appointment of Bill Van Tassel to the Palisades Community Advisory Panel. The Board of Commissioners previously selected Gary Stock to serve on the PCAP as the citizen representative of the county at large. The role of whoever holds this position is to represent the questions and concerns of residents from the east side of Van Buren County. Gary sadly passed away earlier this year, which created a vacancy on the PCAP. Bill Van Tassel has been identified as a suitable candidate to fill this position given his role as a leader in Almena Township and his involvement with local groups like the Van Buren Conservation District. While certain types of PCAP members do not need the approval of the Board of Commissioners to hold a seat on the panel, appointment of "citizen representatives from Covert Township, South Haven Township, the City of South Haven, Lake Michigan Homeowners Association, and the County-At-Large" must be approved by the Board of Commissioners. The Board of Commissioners approved the appointment of Bill Van Tassel to the Palisades Community Advisory Panel.

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LinkedIn: <https://www.linkedin.com/company/van-buren-county-government>



Twitter: <https://twitter.com/VanBurenCoMI>



Watch us on our [YouTube page](#). 

All board meeting agendas and minutes can be found on the county website:

<https://www.vanburencountymi.gov/129/Agendas-Minutes>



Tuesday, July 18, 2023

Michigan Department of Agriculture and Rural Development  
525 W Allegan St  
Lansing, MI 48933

Dear Rural Readiness Grant Reviewer,

Please accept this letter of support on behalf of the Village of Decatur. I, Christopher Tapper, Village Manager for the Village of Decatur will support the efforts of Market Van Buren in their labors to submit application for the Rural Readiness Grant Program to develop a Target Market Analysis for Residential Housing and a County-level Housing Strategic Plan.

The Village of Decatur believes expanding housing options and development in our community is a top priority for the success of the Village. We know the future of our community comes from new residents. However, there are so insufficient homes available in our area that it is difficult to recruit new residents. Additionally, the lack of housing development causes a strain on our business community. These limitations continue to make employment recruitment difficult for our business and industry community. Decatur Village wishes to continue to grow our community and the services we offer our residents. Nevertheless, growing the Village's tax roll requires attracting new residents and that takes new homes. Communities need housing, the challenge Decatur Village faces is helping developers understand that there is a real need in our community. We need proof that Decatur Village is the place they should be building. Our business and industry community are at war for attracting job talent. Employers need help appealing and retaining a talented workforce. The Village of Decatur cannot assist with growing the workforce without having housing that meets the needs of the workforce. We have seen very little new construction or building rehab in our community. We have mixed use buildings sitting with vacant apartments because potential owners are afraid. They will not make their money back if they buy the building. The TMA will help us make the case to property owners that their investment in the buildings will benefit both them and the community. Decatur Village has multiple employers in our community that reports to us on the weekly; they would grow if they knew they could have houses to attract the workforce needed to grow.

Decatur Village believes that this project would help address the needs of the community. This is data that we would not normally be able to afford on our own. This project allows us and all other communities to buy into this work at scale, which means we have access to resources usually reserved for larger communities. With the TMA and strategic plan, we will be able to boost informed conversations with our local planning and zoning boards about aligning our local policies with the actual needs of our community and future residents. While our community has limited capacity, we will still be able to leverage this





data through our partnership with Market Van Buren. Market Van Buren will be able to use this data to market available sites for housing to the developers they know and help attract developers to our community that are right for what our area needs. The Village of Decatur knows there is a shortage of housing, but we don't know what we need to fill it. We want to be inventive with the development that happens in our community, and this study helps us to make sure the accurate type of housing gets built. As a small municipality, Decatur Village often faces resource constraints and lack the necessary staff and expertise to undertake developments of this magnitude independently. By coordinating the project through Market Van Buren, this initiative ensures that all local government units have the opportunity to benefit from economies of scale. It will provide the Village of Decatur with the jumpstart we need to begin addressing this topic at a county level. The TMA will help us make the case to potential builders or building owners that their investment will be profitable. Our work will allow us to even go so far as to make a case about the size of units they should be building to be at the correct intersection between market price and market demand. This will be an influential tool for Decatur Village.

The Village of Decatur is excited by this project and look forward to engaging in conversations with other communities and organizations upon completion of this project. Thank you for considering our letter of support. Decatur Village is excited by the impact this study would have on housing expansion efforts within our own community and the entire Van Buren County. Should you require any additional information or have any questions, please do not hesitate to contact me. I appreciate your consideration of our support for Market Van Buren's Rural Readiness grant application. We are confident that this project will have a transformative impact on our municipality and contribute to the overall well-being of Van Buren County. In conclusion, the Village of Decatur wholeheartedly supports the grant application for the Countywide TMA and County-Level Strategic Housing Plan. We are eager to participate in this collaborative effort and look forward to the benefits it will bring to our community and the entire county.

Sincerely,

A handwritten signature in blue ink, appearing to read "CTapper".

Christopher Tapper  
Village Manager  
Village of Decatur  
114 N. Phelps Street  
Decatur, MI 49045  
269-423-6114  
[ctapper@decaturmi.us](mailto:ctapper@decaturmi.us)



## Blocked sidewalk/parking lot/handicap parking

john drenth <blindveteran@gmail.com>

Sun 7/30/2023 1:53 PM

To:Christopher Tapper <ctapper@decaturmi.us>

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Mr Tapper,

This Sunday, July 30th, this disabled veteran had to have help moving hay bales blocking the sidewalk in front of M40 and Hardtimes. The whole block was lined such that everyone had to walk in traffic to access any of the businesses on the east side of Main Street. Also the end parking lot was still blocked along with the handicap parking(illegal to block handicap parking).

All this blockage was still in place after 11am. I also know that the Decatur police and your public works had to remove hay bales so the police could get out of their garage (left blocked by hay bales).

Why does the beer fest operators/sponsors get to illegally block sidewalks and handicap parking at the endangerment of others. Should they not be responsible to timely cleanup. This fest did nothing but make money for the brewery, beer vendors and creat danger and chaos for the village. This fest made money at the expense of Hardtimes and other businesses on the block. But, the beer fest operators made sure that the brewery was not blocked Sunday morning. This caused major issues for many handicapped individuals who use walkers and wheelchairs.

I vote for the beer fest to not be held downtown Decatur anymore. This was not the first time having issues with this fest. Last year, myself and others were refused access to Hardtimes by festival sponsors. We had to get the police involved who informed the fest sponsors that they had to allow us access to Hardtimes and M40 and the Jackson's plumbing.

Please review how this beer fest group treats residents and visitors to Decatur.

I also spoke to Mr Christiansen, whom seemed very indifferent to the endangerment of fellow people trying to access businesses on the east side of Main Street. His words to me were, so what, they only have to walk 100-150ft in traffic.

Thank you,  
Drenth, John  
100% Disabled  
Legally Blind Veteran



269-539-1114





















Sent from my iPad