



## City Council

Mayor: Chris Emerick  
Mayor Pro-Tem: Sandy Szeliga  
Council: Dan Elliott  
Sean Duffy  
Matt Hildebrand  
City Clerk: Kathy Fiebig  
City Manager: Pepper Lockhart

City of Ewart  
200 S. Main St.  
Ewart, MI 49631  
(231) 734-2181

[www.ewart.org](http://www.ewart.org)

### **CITY OF EVART REGULAR COUNCIL MEETING AGENDA Monday, June 20, 2022 @ 8:00PM**

The Regular Council Meeting will be held in the Community Room at the Depot located at 200 S. Main St. Ewart, MI 49631

**Before each regular council meeting there will be a standing pre-council work session from 7:30PM to 8:00PM.**

1. Call to Order: 8:00PM
2. Pledge of Allegiance
3. Roll Call
4. Citizens' Comments – *limited to 3-4 minutes per individual*
5. Approval of Agenda
6. Consent Agenda  
*The purpose of the Consent Agenda is to expedite business by grouping non-controversial items together to be dealt with by one Board motion without discussion. Any person, whether Board Member, staff or public may ask that item be removed from the Consent Agenda to be placed elsewhere on the regular agenda for discussion. All such requests will be granted.*

- A. Regular Council Minutes – June 6, 2022
- B. Vendor's List \$44,290.92
- C. Budget Amendments (*Monday night*)

7. Unfinished Business
- D. River/High St

8. New Business
- E. Resolution 2022-09 -Poverty Exemption
- F. MMRMA & Accident Fund Renewal Policy
- G. Army Static Display Equipment
- H. Truck Box Quote

9. Department/Informational Reports (*No Action Needed*)
- I. Accounts Payable Report (6/7/2022 – 6/20/2022)
- J. Payroll Reports (6/7/2022 – 6/20/2022)

K. Summary of Funds – March 2022

L. Summary of Funds – April 2022

**10. City Attorney Report/Comment**

**11. City Clerk Report/Comment**

**12. City Manager Report/Comment**

M. FYI- Master Plan proposal from Williams & Works

**13. Finance Director Report/Comment**

**14. Department of Public Works Report/Comment**

N. Monthly Report – May 2022

**15. Police Department Report/Comment**

O. Monthly Report – May 2022

**16. City Assessor**

**17. Downtown Development Authority Report/Comment**

P. DDA Monthly Packet – June 14, 2022

**18. Fire Department**

Q. Fire Department Minutes – May 10, 2022

**19. Housing Commission**

**20. Citizens' Comments** – *limited to 3-4 minutes per individual*

**21. Adjournment**

**CITY OF EVART  
REGULAR COUNCIL MEETING  
June 6, 2022 @ 8:00PM  
Community Room at the Depot, 200 S. Main Street**

Mayor Emerick called the meeting to order at 8:00pm, then led the assembly in the Pledge of Allegiance.

**Present (via roll call):** Sean Duffy, Dan Elliott, Chris Emerick, Matt Hildebrand, Sandra Szeliga

**Present (staff):** City Manager Pepper Lockhart, Finance Director/Treasurer Jennie Duncan, Director of Public Works Dustin Moma, City Attorney James White, Chief of Police John Beam Jr., Downtown Development Authority Director Todd Bruggema, City Clerk Kathy Fiebig

**Guests:** Travis Douglas, Brian Fortune, Evart Area Fire Chief Shane Helmer

**Citizens' Comments:** none

**Approval of Agenda**

Motion by Mayor Emerick to approve the agenda with the following changes: replace Item I (vacation time) with fireworks discussion and add River Street repaving as Item K1. Support by Mr. Duffy. Motion passed with all in favor.

**Approval of Consent Agenda**

**A.** Regular Council Minutes – May 16, 2022

**B.** Vendor's List \$54,314.73

**C.** Budget Amendments

Motion by Mr. Hildebrand to approve the consent agenda as presented. Support by Mayor Emerick. Motion passed with all in favor.

**Unfinished Business:** none

**New Business**

**D.** Resolution 2022-10 Appointing City Manager as Assistant Airport Manager

Ms. Lockhart noted that the city has always had an assistant airport manager and asked that council allow her to serve in the position. Motion by Mr. Elliott to approve Resolution 2022-10 appointing City Manager Pepper Lockhart as assistant airport manager. Support by Mr. Hildebrand. Motion passed with a roll call vote: Hildebrand, Szeliga, Duffy, Elliott and Emerick in favor; none opposed.

**E.** Appointment to Planning Commission

Karen Higgins has resigned from the Planning Commission and her term expires in 2023. Todd Bruggema has agreed to fill the remainder of this term. Motion by Mayor Emerick to appoint Mr. Bruggema to the Planning Commission for the remainder of the Higgins term which expires in 2023. Support by Mr. Hildebrand. Motion passed with all in favor.

**F.** T-Mobile Grant

Ms. Lockhart has been exploring grants to purchase new equipment for the skateboard park. She noted that this park is heavily used, and the current equipment had been in use for years before being donated to the city. She would also like to add LED lighting to increase safety and hours of use for both the skate park and the ice rink. The T-Mobile grant would cover the cost of the new equipment but not the cost of lighting. Motion by Mr. Hildebrand to authorize Ms.

Lockhart to submit a grant request to T-Mobile for new skate park equipment, with the understanding that the city will pay any additional cost for new lighting. Support by Ms. Szeliga. Motion passed with all in favor.

**G. Jefferson St. Engineering Services**

Ms. Lockhart and Mr. Moma asked council to consider whether to use OHM Engineering for the engineering study of Jefferson Street improvements or whether to put out a Request for Proposal (RFP). Mr. Moma noted that OHM is very familiar with the city's infrastructure needs. Ms. Lockhart stated that the purchasing policy allows council to continue to work with established firms. OHM is already doing the River Street project and the city may save money by using them for Jefferson. The downside of bringing in a new firm is that they have no knowledge of Evert. Mr. Hildebrand suggested doing an RFP with a request for a timeline on the new firm getting up to speed. Mr. Elliott recommended including a Request for Qualification (RFQ) with the RFP. Motion by Mayor Emerick to publish an RFP/RFQ for engineering firms for quotes on an engineering study for Jefferson Street. Support by Mr. Duffy. Motion passed with all in favor.

**I. Request for Proposal – Speed Radar Signs**

Chief Beam presented several quotes for digital speed signs and reminded council that speeding is prevalent throughout the city. Reed City and Cadillac both use Elan signs and are pleased with the performance. Chief recommended that council approve the Elan bid. Motion by Mr. Hildebrand authorizing Chief Beam to accept the bid for speed signs from Elan. Support by Mayor Emerick. Motion passed with all in favor.

**I. Fireworks**

The Evert Area Chamber of Commerce has secured funding for a fireworks display on July 3. Lot 1 has reverted back to the city so parking is no longer an issue, and Chief Beam feels that he can adequately staff the event. Motion by Mayor Emerick to authorize Ms. Lockhart to sign the fireworks contract. Support by Mr. Hildebrand. Motion passed with all in favor.

**J. MDOT Use of Right of Way Performance Resolution**

Chief Beam advised council that MDOT has updated the form for requesting closures of US10. The city must submit a new form before requesting any closures. Motion by Mayor Emerick to designate the city manager and the Department of Public Works director as signers for US10 road closure requests per the required MDOT resolution. Support by Mr. Duffy. Motion passed with a roll call vote: Szeliga, Duffy, Elliott, Emerick, Hildebrand in favor; none opposed.

**K. Request for Proposal for Engineering Services – US10 Project**

Mr. Moma noted that MDOT intends to mill and pave US10 from the western city limit to the eastern city limit in 2026. MDOT has asked that the city coordinate any needed infrastructure work, and Mr. Moma stated the water lines near Ventra should be replaced while the road is being worked on. MDOT requires that the city do their own engineering study and Mr. Moma asked if council wants to put out a Request for Proposal for the study or use OHM as permitted by city policy. Motion by Mr. Hildebrand to publish a Request for Proposal/Request for Qualifications for the engineering study for infrastructure improvements along US10. Support by Mayor Emerick. Motion passed with all in favor.

**K1. River Street Milling and Paving**

At the request of council, Ms. Lockhart presented all the various options for repaving N. River Street that have been discussed. Council had previously approved a 5" overlay from Jefferson to 7 Mile and chip and seal from Jefferson to US10. No action taken; council will continue to discuss all options.

**Department/Informational Reports (No Action Needed)**

**L. Accounts Payable Report (5/17/2022 – 6/6/2022)**

**M. Payroll Reports (5/17/2022 – 6/6/2022)**



### **City Attorney Report/Comment**

The sale of the city surplus property on 7 Mile Road has been closed. Chris Elliott, owner of the Green Gold Diner was told he must pave the parking lot in order to bring it up to code. He laid crushed limestone as a temporary solution and believes this is adequate, since there are a number of businesses with parking lots that are not paved. He requested a letter stating that paving is not necessary. No action taken. Mr. White will meet with the county building inspector on June 14 to discuss several proposed condemnations as the city must ensure that our code is in order and all procedures are properly followed. Condemnation notices often wind up in court. Mr. Duffy asked if there was any action on the 7<sup>th</sup> Street demolition and the reports that construction debris was allowed to go into the river. Mr. White stated that EGLE has been notified of the issue. The ballot proposal to appoint rather than elect city clerk is still stalled in the Attorney General's office.

### **City Clerk Report/Comment**

Applications for absentee ballots for the August primary and the November general elections have been sent out to all Ewart voters currently on the permanent absentee voter list. Ms. Fiebig has reviewed the ballot for August; the police millage is on it and the language is correct.

### **City Manager Report/Comment:**

Ms. Lockhart continues to work with the school system on the Safe to Schools sidewalk initiative. She intends to apply for a grant from Blue Triton to install a recirculating system for the splash pad as we currently spend roughly \$26,000/season on water. She is working on some grants from Consumer Energy as well. She thanked council for reopening the discussion on the N. River Road repaving project.

### **Finance Director Report/Comment:**

Ms. Duncan will be attending more training as treasurer and will retrain as an election inspector. Summer taxes will be sent to the printers soon.

### **Department of Public Works Report/Comment:**

Reith-Riley was scheduled to mill and pave 1<sup>st</sup> Street next week, but has experienced several rain delays on current project. They hope to start during the week of June 20.

### **Police Department Report/Comment:**

Jesse Hyden is working on his application to Kirkland Academy and is currently on staff as code enforcement officer. The MMRMA check for camera reimbursement was received. Chief continues to work on installing the security cameras. He worked with the schools after the Uvalde shootings and he and Fire Chief Helmer will meet with staff there to update their threat plans.

### **Downtown Development Authority Report/Comment:**

Mr. Bruggema gave a report on plans for the sesquicentennial celebration. Posters with all events will be out soon.

### **Citizens' Comments:**

*Todd Bruggema believes that due to high public usage of the Depot and grounds, the city should have an AED unit available there.*

Motion by Mayor Emerick to adjourn. Support by Mr. Hildebrand. Motion passed with all in favor. The meeting was adjourned at 9:33pm.

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Kathy Fiebig, City Clerk

06/16/2022 03:18 PM  
User: LISA  
DB: City Of Evart

CHECK REGISTER FOR CITY OF EVART  
CHECK DATE FROM 06/07/2022 - 06/20/2022

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 751 VENDOR					
06/20/2022	751	39132	0015	BAIRD, COTTER & BISHOP PC	650.00
06/20/2022	751	39133	0028	CITY OF EVART	728.34
06/20/2022	751	39134	1200	DEERE CREDIT, INC	1,315.64
06/20/2022	751	39135	0576	DTE ENERGY	347.18
06/20/2022	751	39136	0761	ELHORN ENGINEERING CO	8,385.00
06/20/2022	751	39137	1025	FILE SAFE, INC	67.75
06/20/2022	751	39138	0395	HACH COMPANY	2,262.34
06/20/2022	751	39139	0677	HOMETOWN HARDWARE	235.08
06/20/2022	751	39140	0677	VOID	0.00 V
06/20/2022	751	39141	2106	MILES, GREG	130.00
06/20/2022	751	39142	1613	MORGAN COMPOSTING, INC.	745.00
06/20/2022	751	39143	0255	PIONEER GROUP	33.32
06/20/2022	751	39144	1806	REPUBLIC SERVICES #239	10,501.96
06/20/2022	751	39145	1144	RESOURCE RENTAL CENTER	120.00
06/20/2022	751	39146	621	SANTA'S LIGHT CREW	10,940.00
06/20/2022	751	39147	0129	SMITH LUMBER CO	321.03
06/20/2022	751	39148	0129	SMITH LUMBER CO	174.89
06/20/2022	751	39149	1579	SPECTRUM HEALTH OCCUPATIONAL	187.00
06/20/2022	751	39150	3005	WILLIAMS & WORKS, INC.	450.55
06/20/2022	751	39151	1803	XEROX CORPORATION	306.58
06/20/2022	751	916 (E)	0024	CONSUMERS ENERGY	1,807.46
06/20/2022	751	917 (E)	1043	LINGO	226.93
06/20/2022	751	918 (A)	1739	DUNCAN, JENNIFER	76.75
06/20/2022	751	919 (A)	1172	FIEBIG, KATHY	65.52
06/20/2022	751	920 (A)	1730	SCOTLAND OIL COMPANY, INC.	2,319.82
06/20/2022	751	921 (A)	1600	TRACE ANALYTICAL LABORATORIES	1,882.43
06/20/2022	751	922 (A)	1145	TUPPER, VICTORIA	10.35

751 TOTALS:

Total of 27 Checks:	44,290.92
Less 1 Void Checks:	0.00
Total of 26 Disbursements:	44,290.92

To: Honorable Mayor Emerick & Council Members  
From: Pepper Lockhart, City Manager  
Date: June 16, 2022  
Re: River/High St Project

For the Agenda of June 20, 2022

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**Background.** At this time, you have chosen option 5A, plus chip/seal from Jefferson to US10. I was requested to also get a cost breakdown for 3" and 5" for the entire project. This was brought back to the agenda at the meeting on June 6 asking for more information on what is beneath the road. OHM has not completed the borings yet. They will not bore on the stretch of road that was chosen only to chip/seal. Dustin will have more data on Monday on what he finds from Fridays findings for the current construction of the road.

**Issues & Questions Specified**

On June 9<sup>th</sup> we did the walkability study with the school and were able to include a couple engineers from MDOT. While they were here Todd was speaking with one of the engineers and we found out they are going to be doing two bridge projects on M66. They are going to re-route traffic down high/river street. After talking with the engineer a few times, we have discovered they will most likely help with 1 ½" of paving and some gravel from Jefferson to 7 mile. They were pleased to hear we may do this project before 2024 that will coincide with the bridge project. Ms. Johnson has verified they will need to shut down M66 and use River/High St as the detour route.

**Recommendation**

My recommendation is to go with the 3" paving for the entire stretch. Then MDOT will add 1 ½" to the portion between Jefferson to 7 mile. This would give us a 4 ½" base from Jefferson to 7 mile where the road is in the worse condition.

**Attachments.**

1. Options 2 & 5A breakdowns along with the chip/seal cost
2. Revision of 3" & 5" paving the whole project.

## **US-10 TO 7 MILE ROAD**

### **OPTION #2**

a. Scope - Mill and resurface with two lifts (3.0") of asphalt. Misc. curb repair, ADA upgrades at existing sidewalk ramps.

b. Cost Breakdown

Construction \$550,000

Engineering \$145,000

TOTAL PROJECT COST \$695,000

## **7 MILE ROAD TO W. JEFFERSON STREET**

### **OPTION #5**

a. Scope - crush and shape from W. Jefferson Street to 7 Mile Road. Place 3" of HMA

b. Cost Breakdown

Construction \$400,000

Engineering \$100,000

TOTAL PROJECT COST \$500,000

## **REVISED**

### **OPTION 5 (5A)**

a. Scope- Pulverizing and placing 5 inches of asphalt from 7 mile Rd to W Jefferson St.

b. Cost breakdown

Construction \$

Engineering \$

TOTAL PROJECT COST \$480,000

**US 10-Jefferson estimated construction differences: per request after quotes**

Mill & Resurface \$480,000

Chip seal- \$55,000

**Breakdowns**

Option 2- \$695,000

Road Comm -219,000

ARPA Funds -196,000

**Balance- \$280,000**

Option 5A- \$480,000

Road Comm- 219,000

ARPA Funds-196,000

Balance- \$65,000

Chip/Seal + 55,000

**Balance- \$120,000**



### Option 5a – 7 Mile to Jefferson St.

Approved

Scope – Pulverizing existing travel lanes and placing 5" of asphalt.

Chip and seal from Jefferson St. to US-10

Construction \$400,000

Mill and fill \$55,000

Engineering \$80,000

**Total Project \$535,000**

- \$219,000 (Rural Task Force)
- \$196,000 (ARPA Funds)

**Total Project Balance \$120,000**





## Option 2 – 7 Mile to US-10

Scope – Mill and resurface with two lifts (3") of asphalt., misc curb repair, ADA upgrades at existing sidewalk ramps

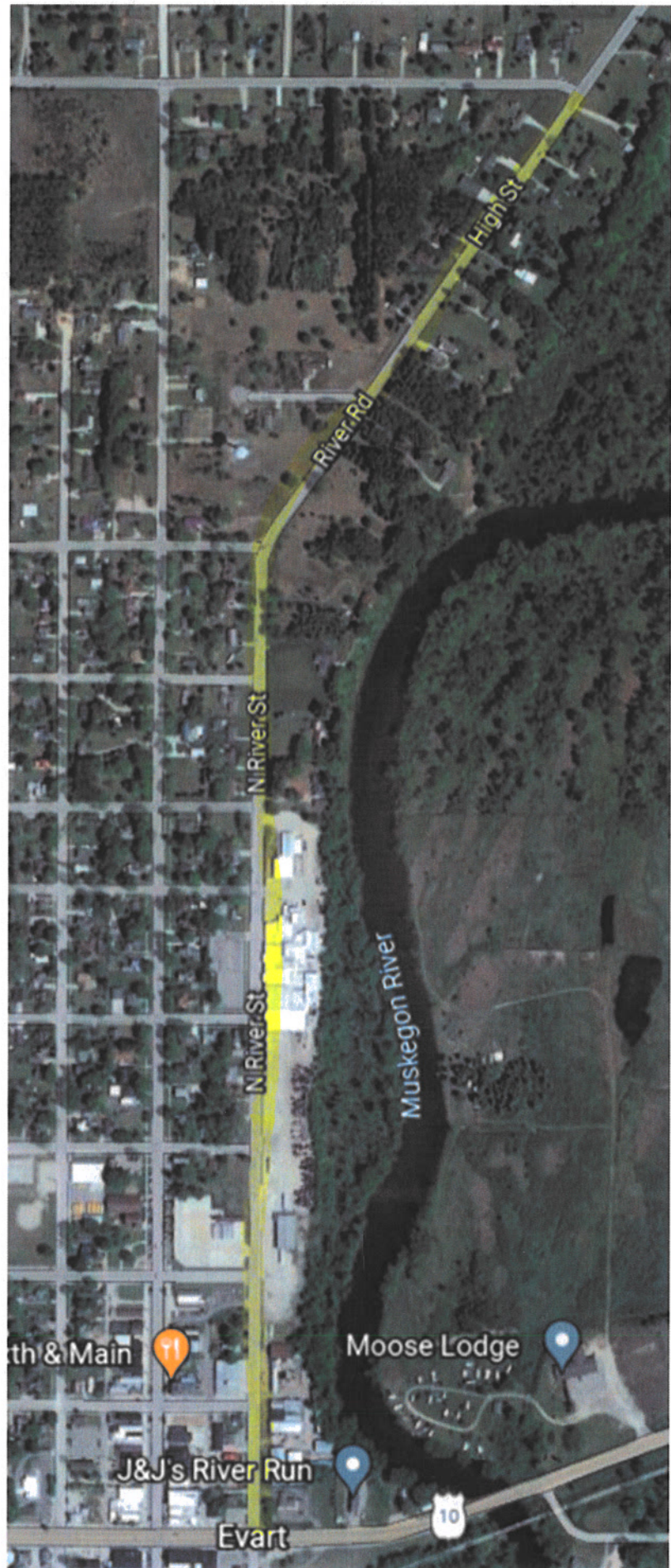
Construction \$550,000

Engineering \$145,000

**Total Project \$695,000**

- \$219,000 (Rural Task Force)
- \$196,000 (ARPA Funds)

**Total Project Balance \$280,000**





2nd



ARCHITECTS. ENGINEERS. PLANNERS.

March 3, 2022

City of Evart  
200 S. Main Street  
Evart, MI 49631

Attention: Ms. Pepper Lockhart  
City Manager

Regarding: River Road Rehabilitation  
Design Engineering Services - **Revised** - Option 5A-

Dear Ms. Lockhart:

Thank you for the opportunity to provide professional engineering services for the above referenced project. This is a revision to our previously approved design engineering proposal, dated December 16, 2021. At this time, the topographic survey has been completed. We have updated our fee based on the proposed change in scope. The following project understanding and scope of services to be provided by OHM Advisors based on the city's input.

## PROJECT UNDERSTANDING

The project limits have been reduced to include River Road from 7 Mile Road to W. Jefferson Street. Rehabilitation measures will include pulverizing the existing travel lanes and placing 5 inches of asphalt. Permanent pavement marking and signage will be installed after the new asphalt is placed.

Federal aid in the amount of \$219,000 has been appropriated thru the City's Rural Task Force for 2023 construction. OHM Advisors has completed an updated preliminary cost opinion totaling \$480,000 for the work described above; this estimate can be used by the city for coordination with the Rural Task Force in securing additional funding.

The federal funding for the project must be administered through the Michigan Department of Transportation (MDOT) Local Agency Programs Unit (LAP). The plans for this project will be developed in accordance with MDOT guidelines. Additional project administration effort resulting from the federal aid process (program application, crash analysis, mobility analysis, GI meeting, NEPA, SHPO, etc.) has been included in this scope.

## SCOPE OF SERVICE

### Task 1 – Project Initiation and Obtain Information

Under this task, we will initiate the project and obtain necessary information to proceed with the design. Specific work efforts include:

Organize and attend a kickoff meeting with City staff to review project objectives, prepare design criteria, and establish a specific delivery schedule.

- Prepare and submit MDOT form #5323 at least 2 months prior to the GI submittal in accordance with MDOT LAP guidelines.
- Perform a site review to identify elements that are sensitive to project, i.e., driveway locations and other access issues, utility facilities in the area, geometric deficiencies, and drainage features.
- Complete a Crash Analysis per MDOT requirements.
- Notify known utility agencies of the proposed work and verify locations of existing known utilities, including both public and private, within the project limits for conflicts and coordinate relocations if necessary.
- Coordinate with McDowell and Associates to obtain pavement cores along the project route. We anticipate six (2) pavement cores.
- OHM will engage Commonwealth Heritage Group to prepare documents to obtain a State Historic Preservation Office (SHPO) review per Section 106 Requirements. As of July 1, 2020, all applications must be prepared by a federally





- qualified individual in Archaeology, Architectural History and History.
- Prepare documents to obtain National Environmental Policy Act (NEPA) approval.

### **Task 2 – Preliminary Plan Development**

Under this task, develop preliminary geometrics for the project. The design will be developed in accordance with the current version of MDOT's Local Agency Programs Guidelines for Geometrics and AASHTO's A Policy on Geometric Design of Highways and Streets, 201. Preliminary Plans (GI plans) will be created. These plans will include input from several elements, including roadway geometrics, utility evaluation, traffic crash analysis, geotechnical evaluation, and special provisions. The Preliminary Plan Phase represents approximately 50% of the total design. Specific work efforts include:

- Review field information collected to identify any deficient areas in the existing geometrics.
- Develop pavement marking and signing plans within the affected influence of the project in accordance with MMUTCD requirements.
- Prepare typical roadway cross-sections for the project.
- Develop road plans in accordance with current AASHTO standards based on comments received from the City on base plans. Plans will be prepared using a scale of 1" = 30'.
- Detailed maintenance of traffic plans will be provided for the project. The maintenance of traffic plans will be developed in accordance with MDOT work zone safety and mobility guidelines.
- Create special provisions for all non-standard pay items in accordance with 2020 MDOT Standard Specifications for Construction and MDOT LAP guidelines.
- Compute preliminary quantities and develop the preliminary Engineer's Opinion of Probable Construction Cost.
- Evaluate and identify temporary grading easements required for the purposes of tying existing drive approaches into the proposed road elevation.
- Prepare proposed preliminary schedule for work including the construction start, substantial completion, and final completion dates.
- Submit Grade Inspection (G.I.) package including plans, project specifications, MDOT financial programming forms, and engineer's opinion of probable construction cost to MDOT Local Agency Programs for review.
- Coordinate and attend G.I. review meeting with MDOT and City representatives.

### **Task 3 – Final Plan Development**

Based on comments received from the G.I. review, Final Plans will be created. Specific work efforts include:

- Finalize design plans based on comments obtained from the G.I. review meeting.
- Complete construction details.
- Finalize detailed grading.
- Submit final plans, project specifications, and an opinion of probable construction cost in MERL format to MDOT Local Agency Programs.
- Answer questions raised by contractors from MDOT during the bidding process.

## **SCHEDULE**

We are prepared to begin the project upon receiving a signed authorization and will work with the City to meet a schedule that works within their timeframe. It is anticipated that plans will be prepared to meet MDOT bid letting in winter of 2023 (December-February), for construction in the summer of 2023.

### **COVID-19 Disclaimer**

As we submit this proposal, the world is in the midst of the Covid-19 health crises, and we believe there is an increased risk for potential schedule impacts. The Time Schedule is based on operating in a normal environment. Our team, like the Client, is adjusting our workflow logistics and our teams are working remotely in an effective manner. However, be aware that schedule impacts from elements such as field services delays, required resource agencies, and key staff illness that neither OHM Advisors nor the Client have control over are more likely in the current environment. We will communicate proactively, clearly identify project issues as they arise, and work with the Client's staff to develop a plan to deal with unforeseen issues.



## COMPENSATION

The services outlined above will be performed on an hourly basis for the not-to-exceed amount of **\$45,291.00**. This amount is based on the assumptions listed below. The city will be invoiced for services on a monthly basis. The estimated budget breakdown is as follows:

Task 1 - Project Initiation	\$25,631
Task 2 - Preliminary Plan Development	\$10,350
Task 3 - Final Plan Development	\$9,310
Engineering Services Total	\$ 45,291

## FURTHER CLARIFICATIONS AND ASSUMPTIONS

The above-listed scope of services was prepared with the following assumptions:

- The city will be responsible for all permit application fees and permit fees.
- No permanent right-of-way acquisition is anticipated. City will obtain temporary grading easements, if required.
- OHM will be pleased to provide any additional services for this project on an hourly basis. Services not included in this proposal:
  - a. Construction phase services such as, but not limited to, construction management, construction engineering, contract administration, construction observation and/or construction layout. Construction engineering services proposal will be provided once the actual project construction scope has been determined.
  - b. Easement Acquisition
  - c. Environmental assessments or reports, drainage studies, or other environmental evaluations associated with potential contaminated soils.

Should you find this agreement acceptable, please execute both copies and return one copy to us for our files. We look forward to working with the city on another successful project. If you have any questions, please feel free to contact me at [lou.fleury@ohm-advisors.com](mailto:lou.fleury@ohm-advisors.com) or (810) 429-8289.

Sincerely,  
OHM Advisors

Lou Fleury, PE  
Principal

Enclosure: Standard Terms and Conditions

**City of Evert  
River Road Rehabilitation – Engineering Design Services**

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

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

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





**CITY OF EVART**

**RIVER ROAD PAVING OPTIONS - 3" vs 5" of HMA**

**US-10 TO 7 MILE ROAD**

**May 3, 2022**

**1. OPTION #2**

- a. Scope - Mill and resurface with 3" of asphalt. Misc. curb repair, ADA upgrades at existing sidewalk ramps.
- b. Cost Breakdown

Construction	\$550,000
<u>Engineering</u>	<u>\$145,000</u>
TOTAL PROJECT COST	\$695,000

**2. OPTION #2B**

- a. Scope - Mill and resurface with 5" of asphalt. Misc. curb repair, ADA upgrades at existing sidewalk ramps.
- b. Cost Breakdown

Construction	\$915,000
<u>Engineering</u>	<u>\$180,000</u>
TOTAL PROJECT COST	\$1,095,000

## AGENDA REPORT

To: Honorable Mayor Joyce & Council Members  
From: Pepper Lockhart, City Manager  
Date: June 16, 2022  
Re: 2022 Poverty Exemption Resolution

For the Agenda of June 20, 2020

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### Background.

The original resolution was passed in December of 2020. We had our annual AMAR accessing audit last week and they would like us to change the resolution originally passed by omitting a partial sentence. The following wording would be omitted under the NOW THEREFORE, BE IT RESOLVED SECTION, “unless the accessor and board of review determines there are substantial and compelling reasons why there should be a deviation from the policy and federal guidelines and these reasons are communicated in writing to the claimant.”

### Attachments.

1. Poverty Exemption Resolution 2022-09

**CITY OF EVART  
Resolution 2022-09  
2022 POVERTY GUIDELINES  
RESOLUTION**

Date: June 16, 2022

WHEREAS, the adoption of guidelines for poverty exemption is within the purview of the city council; and

WHEREAS, the principal residence of persons, who the Assessor and Board of Review determines by reason of poverty, to be unable to contribute to the public charge, is eligible for exemption in whole or in part from taxation under MCL 211.7u.: and

WHEREAS, pursuant to MCL 211.7u., the City of Evart adopts the following guidelines for the Assessor and Board of Review to implement:

- A. The guidelines shall include but not be limited to the specific income and assets level of the claimant and all persons residing in the household, including any property tax credit returns, filed in the current or immediately preceding year;
- B. To be eligible, a person shall do all the following on an annual basis:
  - 1) Be an owner of, and occupy as a principal residence, the property for which an exemption is requested.
  - 2) File a completed City of Evart Property Exemption Application with the Assessor Board of Review, accompanied by all documentation that is required and/or listed in the application.
  - 3) Produce a valid driver's license or other form of identification, if requested.
  - 4) Produce a deed, land contract, or other evidence of ownership of the property, for which an exemption is requested if requested.
  - 5) Meet the federal poverty income guidelines, as defined and determined annually by the United States Department of Health and Human Services, or alternative guidelines adopted by City Council. (Alternative guidelines shall not require less income to qualify for the poverty exemption than the Federal guidelines require).

- 6) Meet the asset levels set by the City Council. In order to be considered for tax exemption under MCL 211.7u, the value of all additional assets shall not exceed the levels established by the City Council as outlined in the City of Ewart Poverty Exemption Application. All asset information must be completed in full. The Board of Review and/or Assessor may request additional information and verification of assets if deemed necessary. The Board of Review may reject any application if assets are not properly defined.
- 7) The application for an exemption shall be filed after January 1, but no later than one day prior to the last day of the Board of Review.
- 8) Any additional eligibility requirements as determined by City Council:

NOW THEREFORE, BE IT RESOLVED:

That the assessor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption,

Motion made by \_\_\_\_\_, seconded by \_\_\_\_\_ to adopt this Resolution 2022-09.

RESOLUTION DECLARED ADOPTED.

YEAS:

NAYS:

ABSENT:

Adopted this 20<sup>th</sup> day of June 2022

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Chris Emerick, Mayor

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Kathy Fiebig, City Clerk

## AGENDA REPORT

To: Honorable Mayor Emerick & Council Members  
From: Pepper Lockhart, City Manager  
Date: June 15, 2022  
Re: Michigan Municipal Risk Management Authority (MMRMA) Liability Insurance & Accident Fund Workers Compensation Renewal Policies 2022-2023

For the Agenda of June 20, 2022

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**Background.** Annually city council approves our liability insurance policy along with our worker's compensation policy. Both proposed policies are attached as a memo. We will receive an amended proposal with the removal of item #14 since we just sold this property.

**Issues & Questions Specified**

MMRMA's cost of coverage for 2022-2023= \$49,273- (net asset distribution and state pool loss fund distribution \$7,493) = \$41,780

Accident Fund's cost of coverage for worker's compensation for 2022-2023 is \$17,888.

Both renewal proposals are comparable to last year's costs considering the claims we have had. We have a great working relationship with the Lighthouse Group, MMRMA, and the Accident Fund.

**Alternatives.**

N/A

**Financial Impact**

All costs have been accounted for in the 2022-2023 annual budget.

**Recommendation**

I am seeking permission to sign both renewal proposals with the removal of item #14 since we just sold the property.

**Attachments.**

1. MMRMA Renewal Proposal
2. Accident Fund Worker's Compensation Renewal Proposal



MICHIGAN MUNICIPAL  
RISK MANAGEMENT  
A U T H O R I T Y

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# Coverage Document E-Proposal



Lighthouse  
G R O U P





**MICHIGAN MUNICIPAL**  
**RISK MANAGEMENT**  
**A U T H O R I T Y**

Renewal Proposal  
**City of Ewart**  
Effective 7-1-2022 to 7-1-2023

On behalf of MMRMA, we would like to thank you for continuing your property and liability coverage with MMRMA.

Following is a summary of the renewal coverages presented and the annual premium contribution:

Coverage	Limit
Property	\$7,561,124
Liability	\$5,000,000

Cost of Coverage	\$38,273
Retention Fund Allocation	\$11,000
Total Contribution for Coverage Period	\$49,273

Unless other arrangements have been made, payment terms for coverage are as follows:

- 50% due at time coverage is bound
- 25% due after 90 days
- 25% due after 180 days

Also, MMRMA has once again declared a distribution of excess net assets. Upon renewing this year's coverage, you have been approved to receive the following distributions:

Net Asset Distribution	\$5,654
State Pool Loss Fund Distribution	\$1,839

Please let me or Lynne Bouwkamp know if you have any questions or need additional information. Thank you for your continued dedication to risk management.

David Hildenbrand  
Risk Manager, MMRMA

## Distribution Special Announcement

At its January 20th meeting, MMRMA's Board of Directors acted to declare a \$33,544,857 distribution of excess net assets to current renewing MMRMA Individual and State Pool Members. The Board also approved the 2022 Net Asset Policy Report, including the results of the most recent capital adequacy analysis, which determines the required net asset amount. This is MMRMA's 16<sup>th</sup> distribution of excess net assets to current renewing Individual and State Pool member. With this distribution, MMRMA has distributed \$397,217,824 to its renewing members since 2006. The following table shows a history of these distributions:

Fiscal Year	Distribution	Total Distributions
2006	\$ 3,696,996	\$ 3,696,996
2007	7,573,675	11,270,671
2008	15,766,399	27,037,070
2010	10,260,745	37,297,815
2011	19,660,124	56,957,939
2012	38,644,191	95,602,130
2013	19,145,625	114,747,755
2014	34,535,390	149,283,147
2015	45,152,750	194,438,895
2016	31,814,143	226,253,038
2017	23,749,791	250,000,000
2018	29,000,000	279,000,000
2019	28,000,000	307,000,000
2020	33,575,603	340,575,603
2021	23,097,364	363,672,967
2022	33,544,857	397,217,824

This direct distribution is the largest component of an over \$29,000,000 deployment of excess net assets for the benefit of our membership this year. Examples of other uses of excess net assets include:

- Michigan Catastrophic Claims Association and Michigan Assigned Claims Plan – \$2,234,254
- Data Breach Coverages – coverage supported with \$1,915,013 in excess net assets
- Enhanced No Fault Automobile Coverage
- Coverage for Volunteers
- Risk Avoidance Program (RAP) Grants – \$1,750,000



## MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY COVERAGE PROPOSAL

<b>Member:</b>	<b>City of Evart</b>	<b>Proposal No:</b> Q000013646
<b>Date of Original Membership:</b>	<b>July 1, 2009</b>	
<b>Proposal Effective Dates:</b>	<b>July 01, 2022 To July 01, 2023</b>	
<b>Member Representative:</b>	<b>Pepper Lockhart</b>	<b>Telephone #:</b> (231) 734-2181
<b>Regional Risk Manager:</b>	<b>Lighthouse Group, an Alera Group Agency, LLC</b>	<b>Telephone #:</b> (616) 698-7373

### A. Introduction

The Michigan Municipal Risk Management Authority (hereinafter "MMRMA") is created by authority granted by the laws of the State of Michigan to provide risk financing and risk management services to eligible Michigan local governments. MMRMA is a separate legal and administrative entity as permitted by Michigan laws. **City of Evart** (hereinafter "Member") is eligible to be a Member of MMRMA. **City of Evart** agrees to be a Member of MMRMA and to avail itself of the benefits of membership.

**City of Evart** is aware of and agrees that it will be bound by all of the provisions of the Joint Powers Agreement, Coverage Documents, MMRMA rules, regulations, and administrative procedures.

This Coverage Proposal summarizes certain obligations of MMRMA and the Member. Except for specific coverage limits, attached addenda, and the Member's Self Insured Retention (SIR) and deductibles contained in this Coverage Proposal, the provisions of the Joint Powers Agreement, Coverage Documents, reinsurance agreements, MMRMA rules, regulations, and administrative procedures shall prevail in any dispute. The Member agrees that any dispute between the Member and MMRMA will be resolved in the manner stated in the Joint Powers Agreement and MMRMA rules.

### B. Member Obligation - Deductibles and Self Insured Retentions

**City of Evart** is responsible to pay all costs, including damages, indemnification, and allocated loss adjustment expenses for each occurrence that is within the Member's Self Insured Retention (hereinafter the "SIR"). **City of Evart's** SIR and deductibles are as follows:

**Table I**  
**Member Deductibles and Self Insured Retentions**

COVERAGE	DEDUCTIBLE	SELF INSURED RETENTION
Liability	N/A	State Pool Member
Vehicle Physical Damage	\$250 Per Vehicle	State Pool Member
Fire/EMS Replacement Cost	N/A	N/A
Property and Crime	\$1,000 Per Occurrence	N/A
Sewage System Overflow	\$5,000 Per Occurrence	N/A

The member must satisfy all deductibles before any payments are made from the Member's SIR or by MMRMA.

The **City of Evert** is afforded all coverages provided by MMRMA, except as listed below:

1. Specialized Emergency Response Expense Recovery Coverage
- 2.
- 3.
- 4.

All costs including damages and allocated loss adjustment expenses are on an occurrence basis and must be paid first from the Member's SIR. The Member's SIR and deductibles must be satisfied fully before MMRMA will be responsible for any payments. The most MMRMA will pay is the difference between the Member's SIR and the Limits of Coverage stated in the Coverage Overview.

**City of Evert** agrees to maintain the Required Minimum Balance as defined in the Member Financial Responsibilities section of the MMRMA Governance Manual. The Member agrees to abide by all MMRMA rules, regulations, and administrative procedures pertaining to the Member's SIR.

### **C. MMRMA Obligations - Payments and Limits of Coverage**

After the Member's SIR and deductibles have been satisfied, MMRMA will be responsible for paying all remaining costs, including damages, indemnification, and allocated loss adjustment expenses to the Limits of Coverage stated in Table II. The Limits of Coverage include the Member's SIR payments.

The most MMRMA will pay, under any circumstances, which includes payments from the Member's SIR, per occurrence, is shown in the Limits of Coverage column in Table II. The Limits of Coverage includes allocated loss adjustment expenses.



**Table II**  
**Limits of Coverage**

Liability and Motor Vehicle Physical Damage	Limits of Coverage Per Occurrence		Annual Aggregate	
	Member	All Members	Member	All Members
1 Liability	5,000,000	N/A	N/A	N/A
2 Judicial Tenure	N/A	N/A	N/A	N/A
3 Sewage System Overflows	100,000	N/A	100,000	N/A
4 Volunteer Medical Payments	25,000	N/A	N/A	N/A
5 First Aid	2,000	N/A	N/A	N/A
6 Vehicle Physical Damage	1,500,000	N/A	N/A	N/A
7 Uninsured/Underinsured Motorist Coverage (per person)	100,000	N/A	N/A	N/A
Uninsured/Underinsured Motorist Coverage (per occurrence)	250,000	N/A	N/A	N/A
8 Michigan No-Fault	Per Statute	N/A	N/A	N/A
9 Terrorism	5,000,000	N/A	N/A	5,000,000

Property and Crime	Limits of Coverage Per Occurrence		Annual Aggregate	
	Member	All Members	Member	All Members
1 Buildings and Personal Property	7,561,124	350,000,000	N/A	N/A
2 Personal Property in Transit	2,000,000	N/A	N/A	N/A
3 Unreported Property	5,000,000	N/A	N/A	N/A
4 Member's Newly Acquired or Constructed Property	10,000,000	N/A	N/A	N/A
5 Fine Arts	2,000,000	N/A	N/A	N/A
6 Debris Removal (25% of Insured direct loss plus)	25,000	N/A	N/A	N/A
7 Money and Securities	1,000,000	N/A	N/A	N/A
8 Accounts Receivable	2,000,000	N/A	N/A	N/A
9 Fire Protection Vehicles, Emergency Vehicles, and Mobile Equipment (Per Unit)	5,000,000	10,000,000	N/A	N/A
10 Fire and Emergency Vehicle Rental (12 week limit)	2,000 per week	N/A	N/A	N/A
11 Structures Other Than a Building	15,000,000	N/A	N/A	N/A
12 Dam/Dam Structures/Lake Level Controls	0	N/A	N/A	N/A
13 Transformers	0	N/A	N/A	N/A
14 Storm or Sanitary Sewer Back-Up	1,000,000	N/A	N/A	N/A
15 Marine Property	1,000,000	N/A	N/A	N/A
16 Other Covered Property	10,000	N/A	N/A	N/A
17 Income and Extra Expense	5,000,000	N/A	N/A	N/A
18 Blanket Employee Fidelity	1,000,000	N/A	N/A	N/A
19 Faithful Performance	Per Statute	N/A	N/A	N/A
20 Earthquake	5,000,000	N/A	5,000,000	100,000,000
21 Flood	5,000,000	N/A	5,000,000	100,000,000
22 Terrorism	50,000,000	50,000,000	N/A	N/A



Table III

Network and Information Security Liability, Media Injury Liability, Network Security Loss, Breach Mitigation Expense, PCI Assessments, Social Engineering Loss, Reward Coverage, Telecommunications Fraud Reimbursement.				
	Limits of Coverage Per Occurrence/Claim	Deductible Per Occurrence/Claim		Retroactive Date
	\$2,000,000			
<b>Coverage A</b> Network and Information Security Liability: Regulatory Fines:	Each Claim Included in limit above  Each Claim Included in limit above	\$25,000	Each Claim	7/1/2013
<b>Coverage B</b> Media Injury Liability	Each Claim Included in limit above	\$25,000	Each Claim	7/1/2013
<b>Coverage C</b> Network Security Loss  Network Security Business Interruption Loss:	Each Unauthorized Access Included in limit above  Each Business Interruption Loss Included in limit above	\$25,000	Each Unauthorized Access  Retention Period of 72 hours of Business Interruption Loss	Occurrence
<b>Coverage D</b> Breach Mitigation Expense:	Each Unintentional Data Compromise Included in limit above	\$25,000	Each Unintentional Data Compromise	Occurrence
<b>Coverage E</b> PCI Assessments:	Each Payment Card Breach \$1,000,000 Occ./\$1,000,000 Agg. Included in limit above	\$25,000	Each Payment Card Breach	Occurrence
<b>Coverage F</b> Social Engineering Loss:	Each Social Engineering Incident \$100,000 Occ./\$100,000 Agg. Included in limit above	\$25,000	Each Social Engineering Incident	Occurrence
<b>Coverage G</b> Reward Coverage	Maximum of 50% of the Covered Claim or Loss; up to \$25,000 Included in Limit above		Not Applicable	Occurrence
<b>Coverage H</b> Telecommunications Fraud Reimbursement	\$25,000 Included in limit above		Not Applicable	Occurrence

Annual Aggregate Limit of Liability

Member Aggregate

All Members Aggregate

\$2,000,000	\$17,500,000
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The total liability of MMRMA shall not exceed \$2,000,000 per Member Aggregate Limit of Liability for coverages A, B, C, D, E, F, G, and H, in any Coverage Period.

The total Liability of MMRMA and MCCRMA shall not exceed \$17,500,000 for All Members Combined Aggregate Limit of Liability for coverages A, B, C, D, E, F, G, and H, in any Coverage Period.

It is the intent of MMRMA that the coverage afforded under the Subjects of Coverage be mutually exclusive. If however, it is determined that more than one Subject of Coverage applies to one coverage event ensuing from a common nexus of fact, circumstance, situation, event, transaction, or cause, then the largest of the applicable Deductibles for the Subjects of Coverage will apply.



**Table IV**  
**Specialized Emergency Response Expense Recovery Coverage**  
**Limits of Coverage**

Specialized Emergency Response Expense Recovery	Limits of Coverage per Occurrence		Annual Aggregate	
	Member	All Members	Member	All Members
	N/A	N/A	N/A	N/A

**Table V**  
**Specialized Emergency Response Expense Recovery Coverage**  
**Deductibles**

Specialized Emergency Response Expense Recovery	Deductible per Occurrence	
	Member	
	N/A	



## D. Contribution for MMRMA Participation

City of Evart

Period: July 01, 2022

To July 01, 2023

Coverages per Member Coverage Overview:

\$49,273

TOTAL ANNUAL CONTRIBUTIONS:

\$49,273

## E. List of Addenda

1. Manuscript Addendum w/o signature

This document is for the purpose of quotation only and does not bind coverage in the Michigan Municipal Risk Management Authority, unless accepted and signed by both the authorized Member Representative and MMRMA Representative below.

Accepted By:

City of Evart

Proposal No:

Q000013646

MMRMA

DocuSigned by:

David Hildenbrand

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Member Representative

MMRMA Representative

6/15/2022 | 12:38 PM PDT

Date

Date

**Proposal No:** Q000013646

City of Ewart

**MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY**

Notice: MMRMA's Data Breach and Privacy Liability Coverage Document wording, effective 7/1/22, is currently under review and is subject to change. A copy of the final approved updated Data Breach and Privacy Liability Coverage Document will be available prior to 7/1/2022 for your review.



# MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY

City of Evart  
 QUOTE NUMBER Q000013646  
 SUMMARY OF MOTOR VEHICLE TYPES  
 EFFECTIVE 7/1/2022 - 7/1/2023

<u>Type of Vehicle</u>	<u>Liability Coverage Renewal Exposure</u>		<u>ACV</u>	<u>Physical Damage Coverage Renewal Exposure Data</u>			<u>Total</u>
	<u>Units</u>	<u>Contribution</u>		<u>Replacement</u>	<u>Agreed</u>	<u>Contribution</u>	
All Other Vehicles	1	453	300,000	0	0	653	1,106
Buses	0	0	0	0	0	0	0
Commercial - Historical	0	0	0	0	0	0	0
EMS/Ambulance	0	0	0	0	0	0	0
Fire Vehicles - Large	1	427	50,000	0	0	218	645
Fire Vehicles - Other	0	0	0	0	0	0	0
Garbage Trucks	0	0	0	0	0	0	0
Motorcycles	0	0	0	0	0	0	0
Motorcycles - Historical	0	0	0	0	0	0	0
Police - All Other	1	307	25,000	0	0	54	361
Police PPT	2	613	50,000	0	0	435	1,048
Private Passenger	1	267	25,000	0	0	174	441
Private Passenger - Historical	0	0	0	0	0	0	0
Service Trucks	12	2,882	360,000	0	0	783	3,665
Vans	0	0	0	0	0	0	0
<b>Totals</b>	<b>18</b>	<b>4,948</b>	<b>810,000</b>	<b>0</b>	<b>0</b>	<b>2,317</b>	<b>7,266</b>



# MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY

**City of Evart**  
**QUOTE NUMBER Q000013646**  
**SUMMARY**  
**EFFECTIVE 7/1/2022 - 7/1/2023**

<u>Coverage</u>	<u>Expiring Annual Exposure</u>	<u>Proposed Annual Exposure</u>	<u>Limits of Liability</u>	<u>SIR/ Deductible</u>	<u>Expiring Contribution</u>	<u>Proposed Contribution</u>
Automobile Liability	17 Total Vehicles	18 Total Vehicles	5,000,000	50,000	4,491	4,948
Automobile Physical Damage	\$735,000 ACV	\$810,000 ACV		15,000	2,086	2,317
Fire/EMS Replacement Cost	\$0 Replacement Cost	\$0 Replacement Cost		N/A	0	0
General Liability	\$2,248,550 Exposure Equivalents	\$2,370,125 Exposure Equivalents	5,000,000	50,000	2,431	2,053
Law Enforcement Liability	4 Employee Equivalents	4 Employee Equivalents	5,000,000	50,000	11,314	12,430
Public Officials' Liability	\$2,248,550 Exposure Equivalents	\$2,370,125 Exposure Equivalents	5,000,000	50,000	4,073	4,394
Property	\$6,028,840	\$6,561,124		1,000	9,539	10,935
Data Breach and Privacy Liability			2,000,000	25,000 See Table IV	0	0
Specialized Emergency Response Expense Recovery Coverage	N/A	N/A	N/A	N/A	0	0
Sewers	635 Population	635 Population	100,000	5,000	1,196	1,196
<b>Subtotal</b>					<b>35,130</b>	<b>38,273</b>
MCCA Assessment	17 Total Vehicles	18 Total Vehicles			0	1,548
MCCA Assessment Discount					0	-1,548
<b>Total</b>					<b>35,130</b>	<b>38,273</b>
Stop Loss Charge	\$0 Stop Loss entry point	\$0 Stop Loss entry point			0	0
<b>Total Contribution without Retention Fund Allocation</b>					<b>35,130</b>	<b>38,273</b>
Retention Fund Allocation					11,000	11,000
<b>Total Contribution including Retention Fund Allocation</b>					<b>46,130</b>	<b>49,273</b>



# MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY

Member: City of Ewart  
 QUOTE NUMBER Q000013646  
 QUOTE PROPERTY LIST REPORT  
 EFFECTIVE DATES 7/1/2022 To 7/1/2023

Location Address		Location Description		
1.	611 W. Tenth, Ewart, MI 49631--	Waste Water Treatment Plant		
	<b>Building Description</b>	<b>Building Value</b>	<b>Contents Value</b>	<b>Total Value</b>
	Waste Water Treatment Plant	\$348,500	\$16,000	\$364,500
	Ferric Chloride Building	\$62,000	\$1,000	\$63,000
	Irrigation Building	\$106,000	\$6,000	\$112,000
	Aerator Building	\$51,266	\$1,115	\$52,381
	<b>Location Totals</b>	<b>\$567,766</b>	<b>\$24,115</b>	<b>\$591,881</b>
Location Address		Location Description		
2.	10500 W. 5 Mile, Ewart, MI 49631--	Well Houses		
	<b>Building Description</b>	<b>Building Value</b>	<b>Contents Value</b>	<b>Total Value</b>
	Well House 9	\$400,000	\$1,000	\$401,000
	Well House 14	\$283,000	\$1,000	\$284,000
	<b>Location Totals</b>	<b>\$683,000</b>	<b>\$2,000</b>	<b>\$685,000</b>
Location Address		Location Description		
3.	5468 110th Ave., Ewart, MI 49631--	DPW Building		
	<b>Building Description</b>	<b>Building Value</b>	<b>Contents Value</b>	<b>Total Value</b>
	DPW Building	\$517,000	\$43,000	\$560,000
	<b>Location Totals</b>	<b>\$517,000</b>	<b>\$43,000</b>	<b>\$560,000</b>
Location Address		Location Description		
4.	5814 100th Ave., Ewart, MI 49631--	Ewart Municipal Airport		
	<b>Building Description</b>	<b>Building Value</b>	<b>Contents Value</b>	<b>Total Value</b>
	Terminal	\$471,000	\$84,000	\$555,000
	<b>Location Totals</b>	<b>\$471,000</b>	<b>\$84,000</b>	<b>\$555,000</b>



Location Address		Location Description		
5.	709 W. 5th Ave., Ewart, MI 49631--	Well Field		
	<b>Building Description</b>	<b>Building Value</b>	<b>Contents Value</b>	<b>Total Value</b>
	Well House 4	\$131,000	\$1,000	\$132,000
	Well House 1	\$129,000	\$1,000	\$130,000
	Well House 3	\$115,000	\$1,000	\$116,000
	Well House 7	\$116,000	\$1,000	\$117,000
	Well House 2	\$124,000	\$1,000	\$125,000
	Well House 6	\$125,000	\$1,000	\$126,000
	Well House 5	\$136,000	\$1,000	\$137,000
	Generator Building	\$304,000	\$4,000	\$308,000
	<b>Location Totals</b>	<b>\$1,180,000</b>	<b>\$11,000</b>	<b>\$1,191,000</b>
Location Address		Location Description		
6.	251 S. Industrial, Ewart, MI 49631--	Well Houses 10 & 11		
	<b>Building Description</b>	<b>Building Value</b>	<b>Contents Value</b>	<b>Total Value</b>
	Well Houses 10 & 11	\$269,000	\$1,000	\$270,000
	<b>Location Totals</b>	<b>\$269,000</b>	<b>\$1,000</b>	<b>\$270,000</b>
Location Address		Location Description		
7.	137 N. Main, Ewart, MI 49631--	Police Facility		
	<b>Building Description</b>	<b>Building Value</b>	<b>Contents Value</b>	<b>Total Value</b>
	Police Facility	\$691,400	\$65,000	\$756,400
	<b>Location Totals</b>	<b>\$691,400</b>	<b>\$65,000</b>	<b>\$756,400</b>
Location Address		Location Description		
8.	8257 Six Mile, Ewart, MI 49631--	New Bath House		
	<b>Building Description</b>	<b>Building Value</b>	<b>Contents Value</b>	<b>Total Value</b>
	New Bath House	\$160,200	\$0	\$160,200
	<b>Location Totals</b>	<b>\$160,200</b>	<b>\$0</b>	<b>\$160,200</b>
Location Address		Location Description		
9.	206 W. 11th St., Ewart, MI 49631--	Lift Station		
	<b>Building Description</b>	<b>Building Value</b>	<b>Contents Value</b>	<b>Total Value</b>
	Lift Station	\$208,200	\$0	\$208,200
	<b>Location Totals</b>	<b>\$208,200</b>	<b>\$0</b>	<b>\$208,200</b>
Location Address		Location Description		
10.	200 S. Main, Ewart, MI 49631--	City Hall		
	<b>Building Description</b>	<b>Building Value</b>	<b>Contents Value</b>	<b>Total Value</b>
	City Hall	\$620,100	\$81,000	\$701,100
	<b>Location Totals</b>	<b>\$620,100</b>	<b>\$81,000</b>	<b>\$701,100</b>



Location Address		Location Description		
11.	10779 US 10, Ewart, MI 49631--	Well House 8		
	Building Description	Building Value	Contents Value	Total Value
	Well House 8	\$298,500	\$1,000	\$299,500
Location Totals		\$298,500	\$1,000	\$299,500

Location Address		Location Description		
12.	7253 100th Avenue, Ewart, MI 49631--	Snow Removal Equipment Building		
	Building Description	Building Value	Contents Value	Total Value
	Snow Removal Equipment Building	\$162,700	\$295,000	\$457,700
Location Totals		\$162,700	\$295,000	\$457,700

Location Address		Location Description		
13.	Cant Hook Park, Ewart, MI 49631--	Cant Hook Park		
	Building Description	Building Value	Contents Value	Total Value
	Restroom/Pavilion	\$47,850	\$0	\$47,850
Location Totals		\$47,850	\$0	\$47,850

Location Address		Location Description		
14.	Hessler Property Garage, Ewart, MI 49631--	Hessler Property Garage		
	Building Description	Building Value	Contents Value	Total Value
	Hessler Property Garage	\$39,183	\$38,110	\$77,293
Location Totals		\$39,183	\$38,110	\$77,293

Grand Totals			
Building Value		Contents Value	Total Value
\$5,915,899		\$645,225	\$6,561,124



## MICHIGAN MUNICIPAL RISK MANAGEMENT AUTHORITY

**QUOTE NUMBER Q000013646**  
**QUOTE AUTO SCHEDULE REPORT**  
**EFFECTIVE DATES 7/1/2022 To 7/1/2023**

### Scheduled Vehicles

Year	Make	Model	VIN	License Plate	Type	Department
2014	Vactor/Freight	2112 Sewer	1FVHG5CY5FHGF1148	113x509	All Other Vehicles	Water/Sewer
1990	E-One	Ladder Aerial	4GJDBBA1L1003347	113x508	Fire Vehicles Large	N/A
2012	Ford	ExpeditionXL	1FMJU1G56CEF45753	096X411	Police - All Other	Police
2016	Ford	Interceptor	1FM5K8AR6GGA19600	103x776	Police PPT	Police
2012	Chevy	Tahoe	1GNSK2E09CR191044	096X413	Police PPT	Police
2007	GMC	Yukon	1gkfk13017r295691	096x403	Private Passenger	Airport
2020	Chevrolet	Silverado	1GC3YLE74LF290967	096X410	Service Trucks	Water/Sewer
2020	Chevrolet	Silverado	1GC3YLE75LF290976	096X405	Service Trucks	Water/Sewer
2000	McCoy Miller	Ambulance	1FV3EFBC4YHB74599	096 400	Service Trucks	Water/Sewer
2002	Ford	F350 Super	1FTSX31S42EC6163	068X575	Service Trucks	Water/Sewer
1985	FORD	L8000	1FDYK82ANU134579	096X450	Service Trucks	Water/Sewer
1996	International	2554	1HTGBAARXTH341135	096x409	Service Trucks	DPW
1995	Ford	L8000	1FDYW82ESVA34579	096x410	Service Trucks	DPW
2004	Ford	F250	1FTNF21L44ED06734	096X401	Service Trucks	DPW
2006	Ford	F250	1FTNF21586EA90536	096X937	Service Trucks	DPW
2012	Ford	F350	1FDRF3H60CEA73758	096X406	Service Trucks	DPW
2004	International	7400DumpTru	1HTWDADR04J084112	096X412	Service Trucks	DPW
2021	Chevrolet	Silverado	1GC3YLE76MF293645	096X397	Service Trucks	DPW

### Summary

Vehicle Group	Vehicles
All Other Vehicles	1 Vehicles
Buses	0 Vehicles
Commercial - Historical	0 Vehicles
EMS/Ambulance	0 Vehicles
Fire Vehicles Large	1 Vehicles
Fire Vehicles - Other	0 Vehicles
Garbage Trucks	0 Vehicles
Motorcycles	0 Vehicles
Motorcycles - Historical	0 Vehicles
Police - All Other	1 Vehicles
Police PPT	2 Vehicles
Private Passenger	1 Vehicles
Private Passenger - Historical	0 Vehicles
Service Trucks	12 Vehicles
Vans	0 Vehicles

### Grand Totals

Vehicles
18 Vehicles



# Workers Compensation

## LOCATIONS

Address	City	State
200 S Main Street	Evart	MI
709 W Fifth Street	Evart	MI
611 W Tenth Street	Evart	MI
127 N River	Evart	MI
10779 US 10	Evart	MI
137 N River Street	Evart	MI
10500 W 5 Mile	Evart	MI
5468 110 <sup>th</sup> Avenue	Evart	MI
5814 100 <sup>th</sup> Avenue	Evart	MI
251 S Industrial	Evart	MI
8257 Six Mile	Evart	MI
206 W 11 <sup>th</sup> Street	Evart	MI
7253 100 <sup>th</sup> Avenue	Evart	MI
111 N Main Street	Evart	MI
8773 7 Mile Road	Evart	MI

## PART 1 WORKERS COMPENSATION STATE INFORMATION

State
MI

## PART 2 EMPLOYERS LIABILITY INFORMATION

Coverage	Limit
Each Accident	500,000
Disease-Policy Limit	500,000
Disease-Each Employee	500,000

This proposal is a summation of the limits, terms, coverages, and conditions all of which are superseded by the actual issued policy.

## RATING INFORMATION

State	Class Code	Categories, Duties, Classifications	Exposure	Rate	Premium
MI	0106	Tree Pruning, Spraying, Repairing	0	11.94	0
MI	5221	Paving or Repaving	0	6.11	0
MI	5509	Street or Road Maintenance by County of Municipal	20,000	4.52	904
MI	7520	Waterworks Operation	120,000	2.30	2,760
MI	7580	Sewage Disposal Plant Operation	60,000	1.56	936
MI	7720	Police Officers	133,000	5.00	6,650
MI	8395	Garage Employees	30,000	3.74	1,122
MI	8810	Clerical Office Employees	245,000	.15	368
MI	9015	Chimney Cleaning – Residence – by Vacuum Suction	0	3.89	0
MI	9102	Lawn Maintenance – Specialist Contractor	5,000	3.16	158
MI	9220	Cemetery Operations	15,000	5.21	782
MI	9402	Snow Removal	30,000	4.99	1,497
MI	9410	Municipal, Twp, County or State Emp NOC	0	1.37	0

	Increased Liability Limits	1.01	152
	Experience Modifier	1.55	8,431
	Group Program Credit	.95	-1,188
	Renewal Credit	.04	-903
	Express Claim Service Credit	.01	-217
	Managed Care Credit	.01	-215
	Health Care Credit	.01	-212
	Schedule Rating Credit	.89	-2,313
	Premium Discount	.932	-1,272
	Terrorism	.02	132
	Expense Constant		250
	Catastrophe	.01	66
	Annual Estimated Premium		17,888

## PREMIUM SUMMARY

Coverage	Carrier	Premium
Workers Compensation	Accident Fund	\$17,888

## UNDERWRITING NOTES

- Payrolls per expiring
- Experience modification factor decreased from 1.66 to 1.55

*This insurance proposal is based upon your insurance history and the information that you have provided. It is your responsibility to review each item to make sure that you have all the coverages that you need, and that the limits of liability are appropriate.*

This proposal is a summation of the limits, terms, coverages, and conditions all of which are superseded by the actual issued policy.

## **AGENDA REPORT**

To: Honorable Mayor Emerick & Council Members  
From: Dustin Moma, Director of Public Works  
Date: June 15, 2022  
Re: Possible Assumption of Army Static Display Equipment at Guyton Park

For the Agenda of June 20, 2022

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### Background:

The No. 2401 - 1944 Pullman Standard 3-inch Carriage Gun currently located at Guyton Park has historically been maintained and certified by the Evert VFW. We have been approached by the VFW to see if the City of Evert would be willing to take on that responsibility now as they are no longer able to do it.

### Issues & Questions Specified:

Maintenance would entail occasional painting due to weather wear and tear and possibly repairs to failing parts and pieces. Because it was originally provided by the US Army as a static display, there is a requirement by the US Army to certify the location and condition of this equipment on an annual basis. The Certification document is attached for your information and review.

Alternatives: Do nothing. At some point there would be potential for the US Army to remove it from the park.

Financial Impact: If approved there would be minimal costs for upkeep to the piece of equipment that would be paid from \_\_\_\_\_.

### Recommendation:

My recommendation would be to assume the responsibility of maintaining this piece of military equipment that has been in our community for many years. And if approved, I recommend Council authorize City Manager to execute all necessary documentation required to facilitate the certification process with the US Army.

### Attachments:

Annual Certification of Army Static Display Equipment -Form ADPO S-1



# ANNUAL CERTIFICATION OF ARMY STATIC DISPLAY EQUIPMENT

## SECTION I – ORGANIZATION INFORMATION

1. Organization Name:

2. City:

3. State:

## SECTION II – EQUIPMENT INFORMATION

In accordance with the Conditional Deed of Gift for:

1. \_\_\_\_\_ 2. \_\_\_\_\_  
Equipment Type Serial Number

Under the terms of Public Law 10 USC §2572, I certify that the aforementioned equipment:

### (Check Only One)

☐ is still required, displayed and maintained in a clean and safe condition, so its appearance reflects favorably on the military.

☐ is in poor condition. Restoration to upgrade the appearance of the item will begin \_\_\_\_\_ and is expected to be completed \_\_\_\_\_.

☐ no longer required. Please send disposition instructions.

**A CURRENT COLOR PICTURE is required. Include and submit no later than agreed upon annual date.**

## SECTION III – REMARKS

Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## SECTION IV – ACKNOWLEDGEMENT

I hereby certify that to the best of my knowledge and belief that all statements above are true, correct, complete and made in good faith. I understand and acknowledge that concealing material fact and/or making a false statement is a violation of Title 18 USC§1001 and may result in the cancellation of the Conditional Deed for any US Army property on loan to my organization and is punishable by fine or imprisonment.

1. Signature of Highest Ranking Official:

2. Date Signed:

3. Printed Name of Person Signing (First, Middle Initial, Last):

4. Organization Telephone Number:

5. Organization Email Address:

## SECTION V – NOTARY ENDORCEMENT

1. Official Notary Signature:

2. Notary Seal/Stamp:

Mail to: US ARMY TACOM, ATTN: AMSTA-LCL-IWD, M/S 419D, 6501 East 11 Mile Road, Detroit Arsenal , MI 48397-5000

ADPO S-1, December 2019



**United States Army Donations Program  
Qualification Checklist for Donations of Combat Materiel  
Municipalities**

Please complete the following questionnaire and return this form with the required documents outlined below:

Full Name of Organization (ORG): \_\_\_\_\_

ORG Physical Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ FAX Number: \_\_\_\_\_

ORG E-mail Address: \_\_\_\_\_

ORG Mailing Address (if different than above): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

ORG Representative (REP): \_\_\_\_\_

Contact Information (If Different than above), Telephone Number: \_\_\_\_\_

Contact E-mail Address (If Different than above): \_\_\_\_\_

Name of Organization that owns the display site: \_\_\_\_\_

Address of Display site (if different from ORG): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

GPS Display Site Coordinates: \_\_\_\_\_

Type of Combat Equipment being requested (**check only one**):

☐ Tracked Vehicle    ☐ Towed Artillery    ☐ Helicopter    ☐ Any Combat Material

Size Restrictions, maximum Length and Width: \_\_\_\_\_ Feet x \_\_\_\_\_ Feet

Do you currently possess combat equipment as static display? \_\_\_\_\_ Yes \_\_\_\_\_ No

\_\_\_\_\_  
REP's Signature

\_\_\_\_\_  
Date

**United States Army Donations Program  
Qualification Checklist for Donation of Combat Materiel  
Municipalities Continued**

Please read the following conditions and initial after each.

Combat Material issued to your organization cannot be loaned, sold, transferred, given to or used by any other organization. This equipment remains the property of the United States Government and must be returned to the US Army when no longer needed by your organization. \_\_\_\_\_ (Initial)

Upon receipt and approval of your application, you will be offered a suitable display piece as they become available. The availability of any Army equipment for use as a static display is very limited. It is recommended you apply for a static piece in order to maintain your request in an open status until an asset becomes available. \_\_\_\_\_ (Initial)

Upon acceptance of an item, your organization will be responsible for all release, demilitarization, display site preparation and transportation costs associated with the conditional loan of display equipment. Depending upon the type of equipment available: demilitarization, radiological and release costs can exceed several thousand dollars. \_\_\_\_\_ (Initial)

Please identify **maximum dollar amount** that you are prepared to pay for demilitarization/radiological and release costs (**check one**):

☐ Not to Exceed \$1000    ☐ Not to Exceed \$10,000    ☐ Exceeds \$10,001

Transportation of an item will be at your expense via a commercial carrier. Combat equipment can be located throughout the Continental United States of America, distance from current location to display site will vary. This cost will be dependent upon the commercial carrier you hire to move the item for you and the distance from its current location to your display site. \_\_\_\_\_ (Initial)

Due to the distance combat equipment may have to be transported and associated costs, please identify the distance your organization is willing to consider for an offer (**check one**):

☐ With-in State    ☐ With-in Region    ☐ No prohibition on distance

**In the event that an offer for combat equipment is not made within a three year period from the date of this request or an offer is made and refused by the organization, the organization must reapply for qualification of combat material under this program.**  
\_\_\_\_\_ (Initial)

**United States Army Donations Program  
Qualification Checklist for Donation of Combat Materiel  
Municipalities Continued**

**Retain this page for your records.**

Please submit the following information to:

US Army Tank-Automotive and Armaments Command  
ATTN: AMTA-LCL-IFD, M/S: 419D  
6501 E. 11 Mile Road  
Detroit Arsenal, MI 48397-5000

- (1) **Checklist** for Donations of Combat Materiel Municipalities. (Pages 1&2)
- (2) **Municipality Written Request** signed by the Mayor, City Manager, County Commissioner, or Governor as appropriate for combat equipment under 10 USC 2572, the request must identify the intended use of the equipment.
- (3) **Certificate of Incorporation** under State Law, City/County Charter, or other legal documentation substantiating recognition, as a governmental entity of the state.
- (4) **A Copy of the approved Minutes or Resolution** citing board approval from the City/Township Council, County Board of Commissioners, and/or other appropriate law making governing body. This document must show that the appropriate governing body will assume all responsibility for the upkeep and safety of the display item with the understanding that equipment cannot be placed on privately owned property.
- (5) **A Site photograph** depicting the proposed display site of the donated item.
- (6) **Annual Certification of Army Material Status.** Complete for each piece of equipment currently in the organization's possession.
- (7) **Site photograph(s).** These photograph(s) must show where you intend to place the display item. It must include surrounding landmarks including your facility or the Park signs and setting.
- (8) **Static Display Photograph(s).** Photograph(s) must clearly show any display equipment your organization received. This includes display items located in parks and cemeteries or at memorial sites.
- (9) **Map of the Local Area/GPS Coordinates.** This map must pinpoint the location of your organization's proposed display site. It must be detailed enough to permit visitors and/or inspectors unfamiliar with the local area to easily find the display.

## **AGENDA REPORT**

To: Honorable Mayor Emerick & Council Members  
From: Dustin Moma, Director of Public Works  
Date: June 15, 2022  
Re: Request to approve purchase of truck bed for one Water/Sewer truck

For the Agenda of June 20, 2022

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Background: The previous water/sewer vehicle had a truck box. When the new 2020 truck was purchased the previous city manager told the water department, they would get at least one truck box. Since COVID, this item was never revisited.

Issues & Questions Specified: The attached quote is for a truck utility bed that can be transferred to another water/sewer vehicle if the vehicle it is originally attached to becomes unusable for some reason. Our vehicles currently have a usable life span of about 10 – 12 years. This would allow for secure storage of most of the equipment and tools that are needed during a typical workday. Currently employee load and unload tools daily or has to go back to the shop anytime a tool is needed that has not been put on the truck for some reason.

Alternatives: Do nothing.

Financial Impact: If approved, the cost to purchase this truck bed would be \$18,985.00 plus \$1,125.00 if you choose to include option #1. These funds would be paid from \_\_\_\_\_.

Recommendation: Purchase truck bed as quoted.

Attachments:

Quote from Truck & Trailer Specialties





## CST 98 BODY SPECIFICATIONS

### Standard Construction

- Bulkhead (non-ribbed) ..... 14 ga. galvaneal steel
- Crossmember-front ..... 7 ga. hot-rolled formed channels
- Crossmember-intermediate ..... 12 ga. galvaneal steel
- Crossmember-rear ..... 7 ga. hot-rolled formed channels
- Compartment Bottoms ..... 16 ga. galvaneal steel
- Compartment Tops ..... 14 ga. galvaneal steel (one-piece integral w/loadspace centers)
- Doors ..... 16 ga. galvaneal steel double panel
- End panels-front ..... 14 ga. galvaneal steel
- End panels-rear ..... 14 ga. galvaneal steel
- Fender panels ..... 16 ga. galvaneal steel
- Floor ..... 12 ga. embossed galvaneal treadplate
- Loadspace inside centers ..... 14 ga. galvaneal steel (one-piece integral w/compartment tops)
- Intermediate panels ..... 16 ga. galvaneal steel
- Longitudinals ..... 10 ga. galvaneal formed
- Shelving ..... 14 ga. high-spangle galvanized (250 lb. static load cap.)
- Tailgate ..... 16 ga. galvaneal (double panel, formed construction)
- A-40 galvaneal construction. Two-sided zinc coated galvaneal (.40 oz. zinc coating per square foot of steel) provides maximum rust and corrosion resistance.
- Body sides are constructed using plated lock-bolt fasteners.
- Floor understructure rigidly welded for structural integrity and durability. Mounting points reinforced w/U-channel gussets.



Body pictured with optional  
Recessed Punched Bumper with  
surface-mounted  
LED 3-in-1 Light Kit and  
Aluminum Fuel Fill

Covered by STAHL's



## CST 98 STANDARD FEATURES

For Customer Service Call:

**1.800.277.8245**

[stahltruckbodies.com/contact](http://stahltruckbodies.com/contact)

**Construction** – Lock-bolt to provide unbeatable durability, eliminates rust-causing welding and grinding, and promotes corrosion-free, long-lasting product. Floor understructure rigidly welded for structural integrity and undercoated for superior rust protection.

**Compartment Tops** – Smooth seamless surface to enhance appearance.

**Cutouts** – Openings in intermediate panels between horizontal and adjacent vertical compartments provides extended storage between compartments.

**Door Hinges** – Concealed, bolt-on style provides increased security and clean appearance.

**Door Latches** – Your choice of bolt-on stainless steel rotary-style paddle latches, or single-point T-handle latches with stainless steel pans and black powder coated zinc handles.

**Lock Cylinders** – are keyed alike with double-bitted keys and are power door lock ready for easy after-market installation.

**Door Striker** – Adjustable, bolt-on.

**Vertical Doors** – Spring-loaded door holders to hold doors in the fully open position and assist in closing.

**Horizontal Doors** – Use vinyl coated aircraft quality cables for support in open position.

**Automotive Style Door Seal** – STAHL-engineered clip-on to allow easy removal for painting, replacement and quicker installation. Door seals against a flat surface for extra protection against water leakage.

**Drip Rail** – Concealed to provide extra protection against water leakage.

**Fender Panels** – Bolt-on die-stamped with radius wheel opening.

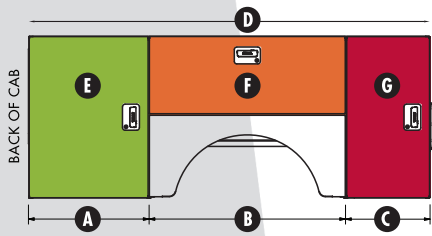
**Tailgate** – Two point slam-locking featuring anti-rack/rattle hardware.

**Compartment Trays** – Bolt-in material trays with dividers.

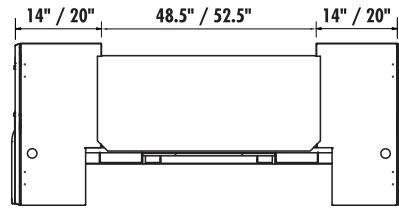
**Powder Coat Finish** – Body exterior, compartment interiors, and cargo area surfaces are finished in a durable, corrosion resistant white powder coat.

**Undercoating** – On bottom of floor and wheel wells.

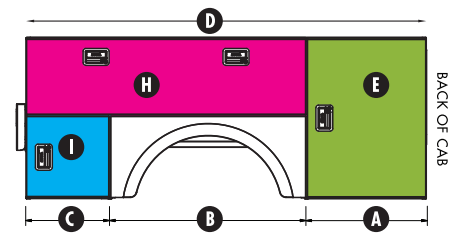
## Compartment Layout\*



**V-Side Configuration**



**FRONT Configuration**



**C-Side Configuration**

\*Side compartment overall height is 39.57"

## Dimensional Data

### Single Rear Wheel (SRW) – "V-Side" Compartment Dimensions

MODEL	APPROX. WT.	CAB-TO-AXLE	A	B	C	D	COMPARTMENT CLEAR DOOR OPENINGS		
							E	F	G
CST98VVS	990 lbs.	55", 56"	29.81"	47.19"	21.00"	98"	25.31" x 36.37"	45.31" x 14.94"	16.75" X 36.37"

### Single Rear Wheel (SRW) – "C-Side" Compartment Dimensions

MODEL	APPROX. WT.	CAB-TO-AXLE	A	B	C	D	COMPARTMENT CLEAR DOOR OPENINGS		
							E	H	I
CST98CVS	990 lbs.	55", 56"	29.81"	47.19"	21.00"	98"	25.31" x 36.37"	66.00" x 14.94"	16.75" X 17.25"

## Compartmental Tray Configurations

### CST98 ( V-Side Configurations )

COMPARTMENT	CURBSIDE COMPARTMENTATION	STREETSIDE COMPARTMENTATION
Front Vertical	(2) adjustable trays with dividers	(2) adjustable trays with dividers
Horizontal	(1) adjustable tray with dividers	Open
Rear Vertical	(1) adjustable tray with dividers	(1) adjustable tray with dividers

For other CST98 models and dimensional data visit our website: [stahltruckbodies.com/CST](http://stahltruckbodies.com/CST)

## OPTIONAL FEATURES

- Amber Strobe Light Kits
- Back Up Alarms
- Bar Lock (Master Locking Sys.)
- Bumpers
- Compartment Strip Light Kit – LED
- Crane Reinforcement (2,000-4,000 lbs.)
- Drawer Packages
- Folding Steps & Grab Handles
- Fuel Fill (Alum.)
- Headache Racks (Cab Guards)
- High Roof Enclosures
- Hitches & Hooks
- Ladder Racks
- Light Kits – LED
- Louver Vents
- Low Sliding Roof
- Off-Road Mounting Kits
- Paint and Primer
- Pipe Carrier
- Power Door Locks
- Textured Spray On Bed Liner
- Tie-Down Rings
- Tire Carrier
- Top Paks (add-on)
- Trays with Dividers
- Treadbrite Overlay

Due to constant product evaluations and improvements, specifications are subject to change without notice.

### STAHL / Scott Fetzer Company

3201 W. Old Lincoln Way  
Wooster, OH 44691

P: 800.277.8245 F: 330.264.0300

[stahltruckbodies.com/CST](http://stahltruckbodies.com/CST)

**STAHL®**  
**SERVICE TRUCK BODIES**

06/16/2022 03:25 PM  
User: LISA  
DB: City Of Evart

CHECK DISBURSEMENT REPORT FOR CITY OF EVART  
CHECK DATE FROM 06/07/2022 - 06/20/2022  
Banks: 751

Page 1/5

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
06/20/2022	751	39132*	BAIRD, COTTER & BISHOP PC	INDEPENDENT AUDITOR SERVICES	803.000	202	216.67
06/20/2022	751	39133*#	CITY OF EVART	UTILITIES	921.000	265	242.43
				UTILITIES	921.000	301	43.74
				UTILITIES	921.000	442	62.68
				CHECK 751 39133 TOTAL FOR FUND 101:			348.85
06/20/2022	751	39135*#	DTE ENERGY	UTILITIES	921.000	301	72.11
				UTILITIES	921.000	440	108.13
				CHECK 751 39135 TOTAL FOR FUND 101:			180.24
06/20/2022	751	39137*#	FILE SAFE, INC	PROFESSIONAL SERVICES	801.000	265	22.58
06/20/2022	751	39139*#	HOMETOWN HARDWARE	OPERATING SUPPLIES	740.000	269	5.98
				OPERATING SUPPLIES	740.000	441	59.99
				OPERATING SUPPLIES	740.000	441	24.99
				OPERATING SUPPLIES	740.000	441	57.98
				REPAIRS AND MAINTENANCE	930.000	441	25.00
				OPERATING SUPPLIES	740.000	444	10.99
				CHECK 751 39139 TOTAL FOR FUND 101:			184.93
06/20/2022	751	39142#	MORGAN COMPOSTING, INC.	OPERATING SUPPLIES	740.000	269	175.00
				OPERATING SUPPLIES	740.000	269	70.00
				OPERATING SUPPLIES	740.000	444	175.00
				OPERATING SUPPLIES	740.000	444	150.00
				OPERATING SUPPLIES	740.000	444	175.00
				CHECK 751 39142 TOTAL FOR FUND 101:			745.00
06/20/2022	751	39144*#	REPUBLIC SERVICES #239	PROFESSIONAL SERVICES	801.000	441	129.00
				PROFESSIONAL SERVICES	801.000	526	10,195.82
				CHECK 751 39144 TOTAL FOR FUND 101:			10,324.82
06/20/2022	751	39145	RESOURCE RENTAL CENTER	OPERATING SUPPLIES	740.000	444	120.00
06/20/2022	751	39146	SANTA'S LIGHT CREW	OPERATING SUPPLIES	740.000	440	10,940.00
06/20/2022	751	39147*#	SMITH LUMBER CO	REPAIRS AND MAINTENANCE	930.000	301	43.71
				REPAIRS AND MAINTENANCE	930.000	440	29.43



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User: LISA

DB: City Of Evart

## CHECK DISBURSEMENT REPORT FOR CITY OF EVART

CHECK DATE FROM 06/07/2022 - 06/20/2022

Banks: 751

Page 2/5

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
				REPAIRS AND MAINTENANCE	930.000	441	55.71
				CHECK 751 39147 TOTAL FOR FUND 101:			<u>128.85</u>
06/20/2022	751	39148*#	SMITH LUMBER CO	REPAIRS AND MAINTENANCE	930.000	265	2.29
06/20/2022	751	39149	SPECTRUM HEALTH OCCUPATIONAL	PHYSICALS/DRUG TESTING	840.000	301	187.00
06/20/2022	751	39150	WILLIAMS & WORKS, INC.	PROFESSIONAL SERVICES	801.000	242	450.55
06/20/2022	751	39151*#	XEROX CORPORATION	PUBLISHING/PRINTING	900.000	265	102.19
06/20/2022	751	916(E)*#	CONSUMERS ENERGY	UTILITIES	921.000	448	1,778.95
06/20/2022	751	918(A)	DUNCAN, JENNIFER	TRAVEL EXPENSES	860.000	203	76.75
06/20/2022	751	919(A)#	FIEBIG, KATHY	TRAVEL EXPENSES	860.000	191	30.42
				TRAVEL EXPENSES	860.000	215	35.10
				CHECK 751 919(A) TOTAL FOR FUND 101:			<u>65.52</u>
06/20/2022	751	920(A)*#	SCOTLAND OIL COMPANY, INC.	GAS AND OIL	861.000	301	688.26
06/20/2022	751	922(A)*#	TUPPER, VICTORIA	TRAVEL EXPENSES	860.000	441	3.45
				Total for fund 101 GENERAL FUND			26,566.90
Fund: 207 OTHER PARKS/RECREATION FUND							
06/20/2022	751	39133*#	CITY OF EVART	UTILITIES	921.000	751	288.56
				Total for fund 207 OTHER PARKS/RECREATION FUND			288.56
Fund: 208 RIVERSIDE CAMPGROUND FUND							
06/20/2022	751	39133*#	CITY OF EVART	UTILITIES	921.000	757	90.93
06/20/2022	751	39139*#	HOMETOWN HARDWARE	OPERATING SUPPLIES	740.000	757	1.49
				OPERATING SUPPLIES	740.000	757	1.49
				OPERATING SUPPLIES	740.000	757	2.98
				REPAIRS AND MAINTENANCE	930.000	757	4.97
				CHECK 751 39139 TOTAL FOR FUND 208:			<u>10.93</u>
06/20/2022	751	39147*#	SMITH LUMBER CO	REPAIRS AND MAINTENANCE	930.000	757	14.98
				Total for fund 208 RIVERSIDE CAMPGROUND FUND			116.84

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CHECK DISBURSEMENT REPORT FOR CITY OF EVART  
CHECK DATE FROM 06/07/2022 - 06/20/2022  
Banks: 751

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 209 CEMETERY FUND							
06/20/2022	751	39139*#	HOMETOWN HARDWARE	REPAIRS AND MAINTENANCE	930.000	276	7.67
06/20/2022	751	39144*#	REPUBLIC SERVICES #239	PROFESSIONAL SERVICES	801.000	276	62.14
06/20/2022	751	39147*#	SMITH LUMBER CO	REPAIRS AND MAINTENANCE	930.000	276	29.98
				REPAIRS AND MAINTENANCE	930.000	276	39.40
				CHECK 751 39147 TOTAL FOR FUND 209:			69.38
06/20/2022	751	39148*#	SMITH LUMBER CO	REPAIRS AND MAINTENANCE	930.000	276	31.72
				Total for fund 209 CEMETERY FUND			170.91
Fund: 590 SEWER FUND							
06/20/2022	751	39132*	BAIRD, COTTER & BISHOP PC	INDEPENDENT AUDITOR SERVICES	803.000	202	216.66
06/20/2022	751	39135*#	DTE ENERGY	UTILITIES	921.000	538	166.94
06/20/2022	751	39137*#	FILE SAFE, INC	PROFESSIONAL SERVICES	801.000	537	22.58
06/20/2022	751	39139*#	HOMETOWN HARDWARE	OPERATING SUPPLIES	740.000	538	2.20
				OPERATING SUPPLIES	740.000	539	13.99
				CHECK 751 39139 TOTAL FOR FUND 590:			16.19
06/20/2022	751	39141	MILES, GREG	PROFESSIONAL SERVICES	801.000	538	85.00
				REPAIRS AND MAINTENANCE	930.000	538	45.00
				CHECK 751 39141 TOTAL FOR FUND 590:			130.00
06/20/2022	751	39143*#	PIONEER GROUP	PUBLISHING/PRINTING	900.000	537	16.66
06/20/2022	751	39144*#	REPUBLIC SERVICES #239	PROFESSIONAL SERVICES	801.000	538	57.50
06/20/2022	751	39148*#	SMITH LUMBER CO	REPAIRS AND MAINTENANCE	930.000	538	36.58
				REPAIRS AND MAINTENANCE	930.000	538	6.08
				CHECK 751 39148 TOTAL FOR FUND 590:			42.66
06/20/2022	751	39151*#	XEROX CORPORATION	PUBLISHING/PRINTING	900.000	537	102.19

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CHECK DISBURSEMENT REPORT FOR CITY OF EVART  
CHECK DATE FROM 06/07/2022 - 06/20/2022  
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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 590 SEWER FUND							
06/20/2022	751	917 (E) *#	LINGO	COMMUNICATIONS	850.000	538	113.46
06/20/2022	751	922 (A) *#	TUPPER, VICTORIA	TRAVEL EXPENSES	860.000	537	3.45
Total for fund 590 SEWER FUND							888.29
Fund: 591 WATER FUND							
06/20/2022	751	39132*	BAIRD, COTTER & BISHOP PC	INDEPENDENT AUDITOR SERVICES	803.000	202	216.67
06/20/2022	751	39136	ELHORN ENGINEERING CO	CHLORINE/TREATMENT CHEMICALS	732.000	546	8,385.00
06/20/2022	751	39137*#	FILE SAFE, INC	PROFESSIONAL SERVICES	801.000	545	22.59
06/20/2022	751	39138	HACH COMPANY	OPERATING SUPPLIES	740.000	547	2,262.34
06/20/2022	751	39139*#	HOMETOWN HARDWARE	OPERATING SUPPLIES	740.000	546	2.19
				OPERATING SUPPLIES	740.000	547	13.17
CHECK 751 39139 TOTAL FOR FUND 591:							15.36
06/20/2022	751	39143*#	PIONEER GROUP	PUBLISHING/PRINTING	900.000	545	16.66
06/20/2022	751	39144*#	REPUBLIC SERVICES #239	PROFESSIONAL SERVICES	801.000	546	57.50
06/20/2022	751	39147*#	SMITH LUMBER CO	OPERATING SUPPLIES	740.000	545	26.50
				OPERATING SUPPLIES	740.000	547	81.32
CHECK 751 39147 TOTAL FOR FUND 591:							107.82
06/20/2022	751	39148*#	SMITH LUMBER CO	REPAIRS AND MAINTENANCE	930.000	546	60.05
				OPERATING SUPPLIES	740.000	547	38.17
CHECK 751 39148 TOTAL FOR FUND 591:							98.22
06/20/2022	751	39151*#	XEROX CORPORATION	PUBLISHING/PRINTING	900.000	545	102.20
06/20/2022	751	916 (E) *#	CONSUMERS ENERGY	UTILITIES	921.000	546	28.51
06/20/2022	751	917 (E) *#	LINGO	COMMUNICATIONS	850.000	546	113.47
06/20/2022	751	921 (A)	TRACE ANALYTICAL LABORATORIES	OUTSOURCED TESTING	730.000	546	1,882.43



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CHECK DISBURSEMENT REPORT FOR CITY OF EVART

CHECK DATE FROM 06/07/2022 - 06/20/2022

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Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 591 WATER FUND							
06/20/2022	751	922 (A) *#	TUPPER, VICTORIA	TRAVEL EXPENSES	860.000	545	3.45
Total for fund 591 WATER FUND							13,312.22
Fund: 661 EQUIPMENT POOL FUND							
06/20/2022	751	39134	DEERE CREDIT, INC	CAPITAL OUTLAY-CAPITALIZED	970.100	599	1,315.64
06/20/2022	751	920 (A) *#	SCOTLAND OIL COMPANY, INC.	GAS AND OIL	861.000	599	1,631.56
Total for fund 661 EQUIPMENT POOL FUND							2,947.20
TOTAL - ALL FUNDS							44,290.92

'\*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

Check Register Report For City Of Evert  
For Check Dates 06/07/2022 to 06/20/2022

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
06/15/2022	750	DD6739	BEAM, JOHN	1,250.00	0.00	826.78	Cleared
06/15/2022	750	DD6740	CLARK, RILEE N	450.00	0.00	376.28	Cleared
06/15/2022	750	DD6741	DUNCAN, JENNIFER	932.69	0.00	698.45	Cleared
06/15/2022	750	DD6742	FIEBIG, KATHY	192.31	0.00	169.42	Cleared
06/15/2022	750	DD6743	HIGGINS, JERALD J	504.00	0.00	418.62	Cleared
06/15/2022	750	DD6744	HUBBARD, EMMA M	72.00	0.00	63.44	Cleared
06/15/2022	750	DD6745	HYDEN, JESSE	315.00	0.00	274.50	Cleared
06/15/2022	750	DD6746	LOCKHART, PEPPER L	1,756.59	0.00	1,271.79	Cleared
06/15/2022	750	DD6747	MARTIN, DALE	946.40	0.00	612.71	Cleared
06/15/2022	750	DD6748	MCLACHLAN-WOOSLEY, ROSEMARY M	105.00	0.00	92.51	Cleared
06/15/2022	750	DD6749	MILLER, JEFFERY A	680.00	0.00	551.32	Cleared
06/15/2022	750	DD6750	MOMA, DUSTIN L	1,394.23	0.00	1,034.26	Cleared
06/15/2022	750	DD6751	MUCZYNSKI, PATRICK	1,112.84	0.00	726.00	Cleared
06/15/2022	750	DD6752	MULKERNS, CHRISTINE L	760.00	0.00	589.09	Cleared
06/15/2022	750	DD6753	NEWSOME, LISA R	757.03	0.00	635.10	Cleared
06/15/2022	750	DD6754	SHERMAN, GREGG A	525.00	0.00	435.03	Cleared
06/15/2022	750	DD6755	SWIFT-ECKERT, TERESA M	215.63	0.00	199.13	Cleared
06/15/2022	750	DD6756	TUPPER, VICTORIA	92.40	0.00	81.40	Cleared
06/15/2022	750	DD6757	WILSON, CHAD W	904.28	0.00	748.80	Cleared
06/15/2022	750	DD6758	ZINGER, ADAM	798.94	0.00	535.93	Cleared
06/15/2022	750	DD6759	MARTIN, DALE	946.40	0.00	693.36	Cleared
06/15/2022	750	EFT799	FEDERAL 941	2,960.91	2,960.91	0.00	Open
06/15/2022	750	EFT800	FEDERAL 941	239.91	239.91	0.00	Open
06/10/2022	750	DD6738	FLACHS, MICHAEL J	1,156.61	0.00	956.03	Cleared
06/10/2022	750	EFT798	FEDERAL 941	248.08	248.08	0.00	Open
06/08/2022	750	DD6712	BEAM, JOHN	1,250.00	0.00	826.79	Cleared
06/08/2022	750	DD6713	CLARK, RILEE N	360.00	0.00	306.06	Cleared
06/08/2022	750	DD6714	DUNCAN, JENNIFER	932.69	0.00	698.45	Cleared
06/08/2022	750	DD6715	FIEBIG, KATHY	192.31	0.00	169.43	Cleared
06/08/2022	750	DD6716	HIGGINS, JERALD J	504.00	0.00	418.64	Cleared

Check Register Report For City Of Evert  
For Check Dates 06/07/2022 to 06/20/2022

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
06/08/2022	750	DD6717	HUBBARD, EMMA M	96.00	0.00	84.58	Cleared
06/08/2022	750	DD6718	HYDEN, JESSE	388.50	0.00	338.54	Cleared
06/08/2022	750	DD6719	LOCKHART, PEPPER L	1,756.59	0.00	1,271.79	Cleared
06/08/2022	750	DD6720	MARTIN, DALE	946.40	0.00	612.72	Cleared
06/08/2022	750	DD6721	MCLACHLAN-WOOSLEY, ROSEMARY M	108.75	0.00	95.80	Cleared
06/08/2022	750	DD6722	MILLER, JEFFERY A	544.00	0.00	447.82	Cleared
06/08/2022	750	DD6723	MOMA, DUSTIN L	1,394.23	0.00	1,034.25	Cleared
06/08/2022	750	DD6724	MUCZYNSKI, PATRICK	1,462.22	0.00	960.51	Cleared
06/08/2022	750	DD6725	MULKERNS, CHRISTINE L	760.00	0.00	589.08	Cleared
06/08/2022	750	DD6726	NEWSOME, LISA R	744.28	0.00	609.05	Cleared
06/08/2022	750	DD6727	SHERMAN, GREGG A	315.00	0.00	271.01	Cleared
06/08/2022	750	DD6728	SWIFT-ECKERT, TERESA M	155.25	0.00	143.37	Cleared
06/08/2022	750	DD6729	TUPPER, VICTORIA	119.85	0.00	105.59	Cleared
06/08/2022	750	DD6730	WILSON, CHAD W	904.28	0.00	723.68	Cleared
06/08/2022	750	DD6731	ZINGER, ADAM	743.20	0.00	493.98	Cleared
06/08/2022	750	EFT794	FEDERAL 941	2,928.81	2,928.81	0.00	Open
Totals:				35,922.61	6,377.71	22,191.09	
Total Physical Checks:							
Total Check Stubs:				46			



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## ACCOUNT BALANCE REPORT FOR CITY OF EVART

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PERIOD ENDING 03/31/2022

		PREVIOUS MONTH	END BALANCE
		BALANCE	03/31/2022
GL NUMBER	DESCRIPTION	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)
Fund 101 - GENERAL FUND			
Assets			
Dept 000 - 728			
101-000-001.000	CASH	592,578.35	644,601.89
101-000-001.200	CASH EQUIPMENT DONATIONS	3,500.01	3,500.01
101-000-001.203	TIMBER SALE PROCEEDS	2,786.00	2,786.00
101-000-001.204	TREE DONATIONS	(1,375.00)	(1,375.00)
101-000-001.301	POLICE EQUIP (ATV) FUND	50.00	50.00
101-000-001.303	CANINE DONATIONS	2,734.60	2,734.60
101-000-001.304	COMMUNITY POL FUN	2,225.00	2,225.00
101-000-001.306	APPARREST FUND	1,007.50	1,007.50
101-000-001.308	PA 302 FUND	3,824.41	3,824.41
101-000-001.310	ECONOMIC DEVELOPMENT	7,036.91	7,036.91
101-000-001.313	FOR SIDEWALKS (TO STREETS)	2,846.50	2,846.50
101-000-001.316	OIL AND GAS LEASE	6,276.00	6,276.00
101-000-001.400	YOUTH BAKE SALE FUND	338.52	338.52
101-000-001.500	POP WARNER FOOTBALL DONATIONS	5,453.51	5,453.51
101-000-003.001	CD - MERCANTILE BANK	73,837.45	73,837.45
101-000-003.002	CD - MEMBERS FIRST CREDIT UNION	76,229.66	76,229.66
101-000-003.003	CD - WEST MICHIGAN CREDIT UNION	75,915.76	75,915.76
101-000-003.004	CD - LAKE OSCEOLA STATE BANK	76,430.46	76,430.46
101-000-004.000	PETTY CASH	245.05	245.05
101-000-005.005	MMA- HUNTINGTON BANK	30,243.89	30,243.89
Total Dept 000 - 728		962,184.58	1,014,208.12
TOTAL ASSETS		962,184.58	1,014,208.12
Fund 202 - MAJOR STREET			
Assets			
Dept 000 - 728			
202-000-001.000	CASH	783,304.02	790,557.49
202-000-003.001	CD - MERCANTILE BANK	3.48	3.48
202-000-003.002	CD - MEMBERS FIRST CREDIT UNION	4.35	4.35
202-000-003.003	CD - WEST MICHIGAN CREDIT UNION	4.24	4.24
202-000-003.004	CD - LAKE OSCEOLA STATE BANK	4.41	4.41
202-000-005.005	MMA- HUNTINGTON BANK	1.24	1.24
Total Dept 000 - 728		783,321.74	790,575.21
TOTAL ASSETS		783,321.74	790,575.21
Fund 203 - LOCAL STREET			
Assets			
Dept 000 - 728			
203-000-001.000	CASH	193,387.28	190,692.01
203-000-003.001	CD - MERCANTILE BANK	3,041.41	3,041.41
203-000-003.002	CD - MEMBERS FIRST CREDIT UNION	3,140.37	3,140.37
203-000-003.003	CD - WEST MICHIGAN CREDIT UNION	3,128.81	3,128.81
203-000-003.004	CD - LAKE OSCEOLA STATE BANK	3,148.34	3,148.34
203-000-005.005	MMA- HUNTINGTON BANK	1,245.74	1,245.74
Total Dept 000 - 728		207,091.95	204,396.68
TOTAL ASSETS		207,091.95	204,396.68
Fund 207 - OTHER PARKS/RECREATION FUND			
Assets			
Dept 000 - 728			
207-000-001.000	CASH	(2,692.48)	(2,052.50)
Total Dept 000 - 728		(2,692.48)	(2,052.50)
TOTAL ASSETS		(2,692.48)	(2,052.50)
Fund 208 - RIVERSIDE CAMPGROUND FUND			
Assets			



PERIOD ENDING 03/31/2022

GL NUMBER	DESCRIPTION	PREVIOUS MONTH	END BALANCE
		BALANCE	03/31/2022
		NORMAL (ABNORMAL)	NORMAL (ABNORMAL)
Fund 208 - RIVERSIDE CAMPGROUND FUND			
Assets			
Dept 000 - 728			
208-000-001.000	CASH	4,379.60	4,379.60
Total Dept 000 - 728		4,379.60	4,379.60
TOTAL ASSETS		4,379.60	4,379.60
Fund 209 - CEMETERY FUND			
Assets			
Dept 000 - 728			
209-000-001.000	CASH	98,078.32	100,952.72
Total Dept 000 - 728		98,078.32	100,952.72
TOTAL ASSETS		98,078.32	100,952.72
Fund 590 - SEWER FUND			
Assets			
Dept 000 - 728			
590-000-001.000	CASH	1,224,415.60	1,255,022.75
590-000-003.001	CD - MERCANTILE BANK	5,018.75	5,018.75
590-000-003.002	CD - MEMBERS FIRST CREDIT UNION	5,182.22	5,182.22
590-000-003.003	CD - WEST MICHIGAN CREDIT UNION	5,163.13	5,163.13
590-000-003.004	CD - LAKE OSCEOLA STATE BANK	5,195.39	5,195.39
590-000-005.005	MMA- HUNTINGTON BANK	2,055.61	2,055.61
Total Dept 000 - 728		1,247,030.70	1,277,637.85
TOTAL ASSETS		1,247,030.70	1,277,637.85
Fund 591 - WATER FUND			
Assets			
Dept 000 - 728			
591-000-001.000	CASH	2,219,454.86	2,299,605.17
591-000-003.001	CD - MERCANTILE BANK	126,269.90	126,269.90
591-000-003.002	CD - MEMBERS FIRST CREDIT UNION	130,374.87	130,374.87
591-000-003.003	CD - WEST MICHIGAN CREDIT UNION	129,894.80	129,894.80
591-000-003.004	CD - LAKE OSCEOLA STATE BANK	130,704.69	130,704.69
591-000-005.005	MMA- HUNTINGTON BANK	51,720.09	51,720.09
Total Dept 000 - 728		2,788,419.21	2,868,569.52
TOTAL ASSETS		2,788,419.21	2,868,569.52
Fund 661 - EQUIPMENT POOL FUND			
Assets			
Dept 000 - 728			
661-000-001.000	CASH	298,757.86	311,487.81
661-000-003.001	CD - MERCANTILE BANK	19,321.63	19,321.63
661-000-003.002	CD - MEMBERS FIRST CREDIT UNION	19,949.86	19,949.86
661-000-003.003	CD - WEST MICHIGAN CREDIT UNION	19,876.37	19,876.37
661-000-003.004	CD - LAKE OSCEOLA STATE BANK	20,000.34	20,000.34
661-000-005.005	MMA- HUNTINGTON BANK	7,914.15	7,914.15
Total Dept 000 - 728		385,820.21	398,550.16
TOTAL ASSETS		385,820.21	398,550.16
Fund 663 - FIRE VEHICLE			
Assets			
Dept 000 - 728			
663-000-003.001	CD - MERCANTILE BANK	6,551.55	6,551.55



PERIOD ENDING 03/31/2022

GL NUMBER	DESCRIPTION	PREVIOUS MONTH		END BALANCE
		BALANCE		03/31/2022
		NORMAL	(ABNORMAL)	NORMAL (ABNORMAL)
Fund 663 - FIRE VEHICLE				
Assets				
663-000-003.002	CD - MEMBERS FIRST CREDIT UNION	6,764.13		6,764.13
663-000-003.003	CD - WEST MICHIGAN CREDIT UNION	6,739.25		6,739.25
663-000-003.004	CD - LAKE OSCEOLA STATE BANK	6,781.20		6,781.20
663-000-005.005	MMA- HUNTINGTON BANK	2,683.59		2,683.59
Total Dept 000 - 728		29,519.72		29,519.72
TOTAL ASSETS		29,519.72		29,519.72
Fund 664 - POLICE VEHICLE				
Assets				
Dept 000 - 728				
664-000-001.000	CASH	1.71		1.71
664-000-003.001	CD - MERCANTILE BANK	0.05		0.05
664-000-003.002	CD - MEMBERS FIRST CREDIT UNION	0.05		0.05
664-000-003.003	CD - WEST MICHIGAN CREDIT UNION	0.05		0.05
664-000-003.004	CD - LAKE OSCEOLA STATE BANK	0.05		0.05
664-000-003.005	CD - HUNTINGTON BANK	0.04		0.04
Total Dept 000 - 728		1.95		1.95
TOTAL ASSETS		1.95		1.95
Fund 701 - TRUST AND AGENCY				
Assets				
Dept 000 - 728				
701-000-001.000	CASH	0.51		0.51
701-000-003.001	CD - MERCANTILE BANK	507.86		507.86
701-000-003.002	CD - MEMBERS FIRST CREDIT UNION	524.20		524.20
701-000-003.003	CD - WEST MICHIGAN CREDIT UNION	522.30		522.30
701-000-003.004	CD - LAKE OSCEOLA STATE BANK	525.53		525.53
701-000-005.005	MMA- HUNTINGTON BANK	208.05		208.05
Total Dept 000 - 728		2,288.45		2,288.45
TOTAL ASSETS		2,288.45		2,288.45
Fund 703 - SUMMER TAX				
Assets				
Dept 000 - 728				
703-000-001.000	CASH	7,309.06		2,721.46
Total Dept 000 - 728		7,309.06		2,721.46
TOTAL ASSETS		7,309.06		2,721.46
Fund 704 - WINTER TAX				
Assets				
Dept 000 - 728				
704-000-001.000	CASH	137,420.54		8,474.58
Total Dept 000 - 728		137,420.54		8,474.58
TOTAL ASSETS		137,420.54		8,474.58
Fund 711 - CEMETERY TRUST FUND				
Assets				
Dept 000 - 728				
711-000-001.000	CASH	16,758.94		16,859.08
711-000-003.001	CD - MERCANTILE BANK	30,177.18		30,177.18
711-000-003.002	CD - MEMBERS FIRST CREDIT UNION	31,157.37		31,157.37
711-000-003.003	CD - WEST MICHIGAN CREDIT UNION	31,042.73		31,042.73

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ACCOUNT BALANCE REPORT FOR CITY OF EVART

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PERIOD ENDING 03/31/2022

GL NUMBER	DESCRIPTION	PREVIOUS MONTH BALANCE		END BALANCE 03/31/2022	
		NORMAL	(ABNORMAL)	NORMAL (ABNORMAL)	
Fund 711 - CEMETERY TRUST FUND					
Assets					
711-000-003.004	CD - LAKE OSCEOLA STATE BANK	31,236.15		31,236.15	
711-000-005.005	MMA- HUNTINGTON BANK	12,360.74		12,360.74	
Total Dept 000 - 728		152,733.11		152,833.25	
TOTAL ASSETS		152,733.11		152,833.25	
Fund 750 - PAYROLL					
Assets					
Dept 000 - 728					
750-000-001.000	CASH	10,951.23		10,617.55	
Total Dept 000 - 728		10,951.23		10,617.55	
TOTAL ASSETS		10,951.23		10,617.55	
Fund 751 - VENDOR ACCOUNT					
Assets					
Dept 000 - 728					
751-000-001.000	CASH	4,986.07		4,987.09	
Total Dept 000 - 728		4,986.07		4,987.09	
TOTAL ASSETS		4,986.07		4,987.09	





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PERIOD ENDING 04/30/2022

		PREVIOUS MONTH	END BALANCE
		BALANCE	04/30/2022
GL NUMBER	DESCRIPTION	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)
Fund 101 - GENERAL FUND			
Assets			
Dept 000 - 728			
101-000-001.000	CASH	644,601.89	1,025,555.56
101-000-001.200	CASH EQUIPMENT DONATIONS	3,500.01	3,500.01
101-000-001.203	TIMBER SALE PROCEEDS	2,786.00	2,786.00
101-000-001.204	TREE DONATIONS	(1,375.00)	(1,375.00)
101-000-001.301	POLICE EQUIP (ATV) FUND	50.00	50.00
101-000-001.303	CANINE DONATIONS	2,734.60	2,734.60
101-000-001.304	COMMUNITY POL FUN	2,225.00	2,225.00
101-000-001.306	APPARREST FUND	1,007.50	1,007.50
101-000-001.308	PA 302 FUND	3,824.41	3,824.41
101-000-001.310	ECONOMIC DEVELOPMENT	7,036.91	7,036.91
101-000-001.313	FOR SIDEWALKS (TO STREETS)	2,846.50	2,846.50
101-000-001.316	OIL AND GAS LEASE	6,276.00	6,276.00
101-000-001.400	YOUTH BAKE SALE FUND	338.52	338.52
101-000-001.500	POP WARNER FOOTBALL DONATIONS	5,453.51	5,453.51
101-000-003.001	CD - MERCANTILE BANK	73,837.45	73,837.45
101-000-003.002	CD - MEMBERS FIRST CREDIT UNION	76,229.66	76,229.66
101-000-003.003	CD - WEST MICHIGAN CREDIT UNION	75,915.76	75,915.76
101-000-003.004	CD - LAKE OSCEOLA STATE BANK	76,430.46	76,430.46
101-000-004.000	PETTY CASH	245.05	245.05
101-000-005.005	MMA- HUNTINGTON BANK	30,243.89	30,243.89
Total Dept 000 - 728		1,014,208.12	1,395,161.79
TOTAL ASSETS		1,014,208.12	1,395,161.79
Fund 202 - MAJOR STREET			
Assets			
Dept 000 - 728			
202-000-001.000	CASH	790,557.49	807,899.05
202-000-003.001	CD - MERCANTILE BANK	3.48	3.48
202-000-003.002	CD - MEMBERS FIRST CREDIT UNION	4.35	4.35
202-000-003.003	CD - WEST MICHIGAN CREDIT UNION	4.24	4.24
202-000-003.004	CD - LAKE OSCEOLA STATE BANK	4.41	4.41
202-000-005.005	MMA- HUNTINGTON BANK	1.24	1.24
Total Dept 000 - 728		790,575.21	807,916.77
TOTAL ASSETS		790,575.21	807,916.77
Fund 203 - LOCAL STREET			
Assets			
Dept 000 - 728			
203-000-001.000	CASH	190,692.01	194,049.61
203-000-003.001	CD - MERCANTILE BANK	3,041.41	3,041.41
203-000-003.002	CD - MEMBERS FIRST CREDIT UNION	3,140.37	3,140.37
203-000-003.003	CD - WEST MICHIGAN CREDIT UNION	3,128.81	3,128.81
203-000-003.004	CD - LAKE OSCEOLA STATE BANK	3,148.34	3,148.34
203-000-005.005	MMA- HUNTINGTON BANK	1,245.74	1,245.74
Total Dept 000 - 728		204,396.68	207,754.28
TOTAL ASSETS		204,396.68	207,754.28
Fund 207 - OTHER PARKS/RECREATION FUND			
Assets			
Dept 000 - 728			
207-000-001.000	CASH	(2,052.50)	(1,861.94)
Total Dept 000 - 728		(2,052.50)	(1,861.94)
TOTAL ASSETS		(2,052.50)	(1,861.94)

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PERIOD ENDING 04/30/2022

		PREVIOUS MONTH	END BALANCE
		BALANCE	04/30/2022
GL NUMBER	DESCRIPTION	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)
Fund 208 - RIVERSIDE CAMPGROUND FUND			
Assets			
Dept 000 - 728			
208-000-001.000	CASH	4,379.60	4,379.60
Total Dept 000 - 728		4,379.60	4,379.60
TOTAL ASSETS		4,379.60	4,379.60
Fund 209 - CEMETERY FUND			
Assets			
Dept 000 - 728			
209-000-001.000	CASH	100,952.72	107,436.32
Total Dept 000 - 728		100,952.72	107,436.32
TOTAL ASSETS		100,952.72	107,436.32
Fund 590 - SEWER FUND			
Assets			
Dept 000 - 728			
590-000-001.000	CASH	1,255,022.75	1,286,088.43
590-000-003.001	CD - MERCANTILE BANK	5,018.75	5,018.75
590-000-003.002	CD - MEMBERS FIRST CREDIT UNION	5,182.22	5,182.22
590-000-003.003	CD - WEST MICHIGAN CREDIT UNION	5,163.13	5,163.13
590-000-003.004	CD - LAKE OSCEOLA STATE BANK	5,195.39	5,195.39
590-000-005.005	MMA- HUNTINGTON BANK	2,055.61	2,055.61
Total Dept 000 - 728		1,277,637.85	1,308,703.53
TOTAL ASSETS		1,277,637.85	1,308,703.53
Fund 591 - WATER FUND			
Assets			
Dept 000 - 728			
591-000-001.000	CASH	2,299,605.17	2,397,235.11
591-000-003.001	CD - MERCANTILE BANK	126,269.90	126,269.90
591-000-003.002	CD - MEMBERS FIRST CREDIT UNION	130,374.87	130,374.87
591-000-003.003	CD - WEST MICHIGAN CREDIT UNION	129,894.80	129,894.80
591-000-003.004	CD - LAKE OSCEOLA STATE BANK	130,704.69	130,704.69
591-000-005.005	MMA- HUNTINGTON BANK	51,720.09	51,720.09
Total Dept 000 - 728		2,868,569.52	2,966,199.46
TOTAL ASSETS		2,868,569.52	2,966,199.46
Fund 661 - EQUIPMENT POOL FUND			
Assets			
Dept 000 - 728			
661-000-001.000	CASH	311,487.81	309,568.46
661-000-003.001	CD - MERCANTILE BANK	19,321.63	19,321.63
661-000-003.002	CD - MEMBERS FIRST CREDIT UNION	19,949.86	19,949.86
661-000-003.003	CD - WEST MICHIGAN CREDIT UNION	19,876.37	19,876.37
661-000-003.004	CD - LAKE OSCEOLA STATE BANK	20,000.34	20,000.34
661-000-005.005	MMA- HUNTINGTON BANK	7,914.15	7,914.15
Total Dept 000 - 728		398,550.16	396,630.81
TOTAL ASSETS		398,550.16	396,630.81
Fund 663 - FIRE VEHICLE			
Assets			
Dept 000 - 728			
663-000-003.001	CD - MERCANTILE BANK	6,551.55	6,551.55

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## ACCOUNT BALANCE REPORT FOR CITY OF EVART

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PERIOD ENDING 04/30/2022

GL NUMBER	DESCRIPTION	PREVIOUS MONTH		END BALANCE
		BALANCE		04/30/2022
		NORMAL	(ABNORMAL)	NORMAL (ABNORMAL)
Fund 663 - FIRE VEHICLE				
Assets				
663-000-003.002	CD - MEMBERS FIRST CREDIT UNION	6,764.13		6,764.13
663-000-003.003	CD - WEST MICHIGAN CREDIT UNION	6,739.25		6,739.25
663-000-003.004	CD - LAKE OSCEOLA STATE BANK	6,781.20		6,781.20
663-000-005.005	MMA- HUNTINGTON BANK	2,683.59		2,683.59
Total Dept 000 - 728		29,519.72		29,519.72
TOTAL ASSETS		29,519.72		29,519.72
Fund 664 - POLICE VEHICLE				
Assets				
Dept 000 - 728				
664-000-001.000	CASH	1.71		1.71
664-000-003.001	CD - MERCANTILE BANK	0.05		0.05
664-000-003.002	CD - MEMBERS FIRST CREDIT UNION	0.05		0.05
664-000-003.003	CD - WEST MICHIGAN CREDIT UNION	0.05		0.05
664-000-003.004	CD - LAKE OSCEOLA STATE BANK	0.05		0.05
664-000-003.005	CD - HUNTINGTON BANK	0.04		0.04
Total Dept 000 - 728		1.95		1.95
TOTAL ASSETS		1.95		1.95
Fund 701 - TRUST AND AGENCY				
Assets				
Dept 000 - 728				
701-000-001.000	CASH	0.51		0.51
701-000-003.001	CD - MERCANTILE BANK	507.86		507.86
701-000-003.002	CD - MEMBERS FIRST CREDIT UNION	524.20		524.20
701-000-003.003	CD - WEST MICHIGAN CREDIT UNION	522.30		522.30
701-000-003.004	CD - LAKE OSCEOLA STATE BANK	525.53		525.53
701-000-005.005	MMA- HUNTINGTON BANK	208.05		208.05
Total Dept 000 - 728		2,288.45		2,288.45
TOTAL ASSETS		2,288.45		2,288.45
Fund 703 - SUMMER TAX				
Assets				
Dept 000 - 728				
703-000-001.000	CASH	2,721.46		2,721.48
Total Dept 000 - 728		2,721.46		2,721.48
TOTAL ASSETS		2,721.46		2,721.48
Fund 704 - WINTER TAX				
Assets				
Dept 000 - 728				
704-000-001.000	CASH	8,474.58		8,474.65
Total Dept 000 - 728		8,474.58		8,474.65
TOTAL ASSETS		8,474.58		8,474.65
Fund 711 - CEMETERY TRUST FUND				
Assets				
Dept 000 - 728				
711-000-001.000	CASH	16,859.08		17,059.22
711-000-003.001	CD - MERCANTILE BANK	30,177.18		30,177.18
711-000-003.002	CD - MEMBERS FIRST CREDIT UNION	31,157.37		31,157.37
711-000-003.003	CD - WEST MICHIGAN CREDIT UNION	31,042.73		31,042.73



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ACCOUNT BALANCE REPORT FOR CITY OF EVART

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PERIOD ENDING 04/30/2022

GL NUMBER	DESCRIPTION	PREVIOUS MONTH BALANCE NORMAL (ABNORMAL)	END BALANCE 04/30/2022 NORMAL (ABNORMAL)
Fund 711 - CEMETERY TRUST FUND			
Assets			
711-000-003.004	CD - LAKE OSCEOLA STATE BANK	31,236.15	31,236.15
711-000-005.005	MMA- HUNTINGTON BANK	12,360.74	12,360.74
Total Dept 000 - 728		152,833.25	153,033.39
TOTAL ASSETS		152,833.25	153,033.39
Fund 750 - PAYROLL			
Assets			
Dept 000 - 728			
750-000-001.000	CASH	10,617.55	10,609.98
Total Dept 000 - 728		10,617.55	10,609.98
TOTAL ASSETS		10,617.55	10,609.98
Fund 751 - VENDOR ACCOUNT			
Assets			
Dept 000 - 728			
751-000-001.000	CASH	4,987.09	4,987.44
Total Dept 000 - 728		4,987.09	4,987.44
TOTAL ASSETS		4,987.09	4,987.44



May 23, 2022

Ms. Pepper Lockhart, City Manager  
City of Evart  
200 S. Main Street  
Evart, MI 49631

Dear Ms. Lockhart:

This letter presents our qualifications to assist the City of Evart with an update to its Master Plan Update. This letter offers our services based on our experience in West Michigan, and we are confident that our approach is an efficient and productive process. In addition, our longstanding presence in the region demonstrates that we have a keen understanding of the area and some of the issues the community is facing.

We understand that the City seeks an update to its Master Plan that provides a thoughtful, forward-thinking vision for land use, supported by its residents and recent development trends. We envision a plan as an approachable and user-friendly document that can be easily interpreted by the general public while also providing thoughtful guidance to the City for the development, redevelopment, and preservation of land.

The input of City staff and policymakers will be critical to a successful effort. The updated Master Plan will reflect the desires of residents throughout the community, represent diverse interests and priorities, and ensure that the City is well-positioned for years into the future.

Our approach is fruitful yet mindful of the City's resources. We are open to further tailoring and refining our approach as desired. The balance of this letter describes the general process of updating a Master Plan.

#### **WORK SCOPE: MASTER PLAN UPDATE**

We propose to follow the process outlined below to create a new Master Plan. We will ensure that the planning process meets the requirements of the Michigan Planning Enabling Act and sound planning practices. Please note that meeting schedules will follow the regular Planning Commission schedule with a steering committee established by the City for most of the planning process. Unless otherwise instructed, we will not plan to schedule meetings outside of regular Commission meeting times.

**Phase 1. Kick-off.** The initial step will be to formally meet with City staff and the Planning Commission to kick off the project. This meeting will address housekeeping issues such as timeframe, milestones, and expectations. The purpose of the project kick-off meeting will be to discuss the goals of the planning process, the Plan's structure, and any interest in a comprehensive community engagement effort. We will work with the City to provide relevant updates, reports, maps, and surveys as the planning process progresses.

**Phase 2. Data Development and Analysis.** The second phase begins to build the foundation of the Master Plan. Using information gathered from our knowledge of the City, Osceola County, the US Census Bureau, the State of Michigan, and other organizations, we will develop a current assessment of the City of Evart, including maps, charts, infographics, and tables that effectively outline current conditions in the City in the context of its neighbors and similar communities in the Osceola County and greater West Michigan region. Focus areas will include demographic trends, thorough housing study, recreation, land use, trails, traffic patterns, utilities, and economic development. This analysis will provide an objective, data-driven foundation for the Plan adopted in 2017.

Public engagement is critical to the planning process because it helps identify the community's vision for the future and explore a range of issues the City may face. If a public participation strategy is chosen as directed by the City. We will work with City staff on defining the desired formats, but several options include the following:

- Option 1: Community open house(s) to talk to City residents and leaders about community issues and opportunities in a drop-in format;
- Option 2: Online community survey designed to allow for broad public engagement;
- Option 3: Mail-in community survey designed to allow for overall public engagement;
- Option 4: Public visioning meeting(s) to provide an interactive opportunity for the public to envision its desired future.
- Option 5: Pop-up engagement meetings that go out into the public and speak with the residents and visitors in their element.

The purpose of these community participation efforts will be to gather information and engage citizens in the planning process. Marking up a map, drawing, or completing a survey will allow citizens to be a part of the process. This phase will conclude with a summary report that will provide citizens and officials with a summary of the engagement efforts and input received.



**Phase 3. Draft Master Plan Update.** The third phase takes the desires of the public, stakeholders, and local officials, coupled with the best planning and design practices and delivers complete narratives, mapping, goals and objectives, and strategies for implementation. Detail-rich, intuitive graphics will accompany the text making the Plan visually appealing and easy to comprehend. Goals, principles, actions, and a review and edit to the future land use map and Plan will be based on valuable input from the second phase. During this period, meetings will be held with the Planning Commission to develop and refine goals and objectives and future land use mapping designations and narratives. The draft of the Master Plan will also be presented to the Planning Commission during this phase before the preparation of the formal draft in phase four.

**Phase 4. Review and Adoption.** The final phase is the formal review and approval process. We will review and incorporate comments gathered during the third phase and prepare the updated and fully assembled Master Plan draft for consideration by the Planning Commission. From this point, the Planning Commission will request authorization from the City Council to distribute the Plan for the state-required 42-day review. After the review, the Planning Commission will hold an official public hearing and recommend approval to the City Board. After a recommendation by the Planning Commission, the City Board will review and approve the Plan.

## **STAFF AND PROFESSIONAL FEES**

This assignment will be led by Bradley Kotrba, AICP, and Tanya DeOliveira, AICP. Mr. Kotrba has nearly eight years of experience providing planning services for communities across Michigan and Georgia and regularly updates or develops new Master Plans, Zoning Ordinances, and Parks & Recreation Plans for client communities. Ms. DeOliveira has over ten years of experience leading, writing, and implementing transportation, non-motorized, comprehensive plans, projects, and studies. Other professional staff will work on the project as needed, but Mr. Kotrba and Ms. DeOliveira will oversee the entirety of the assignment.

We expect that the fees for this assignment will range from \$15,000 to \$20,000 depending on the level of effort desired and the scope of any optional public engagement process [Note: If a mail-out survey is selected, the cost of service can be as high as an additional \$10,000 - \$12,000 for drafting, assembling, printing, mailing, return mailing, and analysis]. Therefore, we encourage selecting at least one public engagement technique, though the City may choose as many, or as few, as desired.

We are grateful for the invitation to submit this proposal. Please feel free to call or email us if you have any questions regarding our services; we look forward to discussing our approach with you further. We have included professional resumes from the planning group, and a few examples of Master Plans we have completed for similar communities.

We are happy to discuss this proposal further should you have questions. If this proposal is acceptable to you, please sign in the box below which will amend our existing professional services agreement (PSA) to incorporate the terms of this proposal. Andy Moore, AICP is an Executive with the firm and the Planning Group Lead, and is authorized to commit the firm to the terms of this proposal

Thank you again for thinking of the planners at Williams & Works to provide planning services to the City. If you have any questions about our services or our proposed arrangement, please feel free to contact me at any time.

Sincerely,

**Williams & Works**

[via email]

Bradley S. Kotrba, AICP

c: Tanya DeOliveira, AICP

<b><i>Accepted by City of Evert</i></b>	
Signed	_____
Name	_____
Title	_____
Date	_____

# DPW/ Sewer & Water Communications

**May 2022**

## Streets

- Cold patching potholes on major & local streets
- Street/sidewalk sweeping
- Street light maintenance
- Street sign inventory/maintenance
- Cleaned gutter pans/storm drains
- Adding gravel at Sixth/Pine St.
- Grading 5 Mile

## DPW

- Truck/Equipment maintenance
- Completed monthly salt report
- Repairs to DPW and SRE roof
- Mowing – WWTP, Airport, Water Towers, along US-10

## Misc.

- Organizing workshop and WWTP lab
- Sidewalk repairs
- Miss-Digs
- Trash run (weekly)
- Leaf bag pick up (weekly)
- Brush pick up (monthly)
- Delivered extra trash bins
- Installing flags on Main Street
- Pick up mulch and deliver for tree planting

## Airport

- Monthly light test

## Parks

- Cleanup of camp host area
- Flushing water lines and cleaning public washrooms at Riverside East
- Startup of Splash Pad

- Cutting stumps at Riverside West
- Repair Soffit on Pavilion at Riverside East

## Water

- Collected samples for drinking water wells
- Hydrant flushing
- Completed the Monthly Operating Report (MOR)
- Filled day tanks
- Replacing residential meters
- Performed daily well reads
- Performed water and sewer reads for monthly billing
- Repaired water leaks at Cemetery
- Preparation of Consumer Confidence Report
- Monthly generator checks – wells/lift stations
- Re-reads of water meters
- Repairs/Maintenance on pumps at Well 3, 9
- 546 new meters installed to date

## Sewer

- Repairs to pump #2 at 11<sup>th</sup> Street Lift Station
- Worked on cleanup at 11<sup>th</sup> Street Lift Station
- Worked on WWTP Garage
- Potholing in preparation for 5 Mile Lift Station project

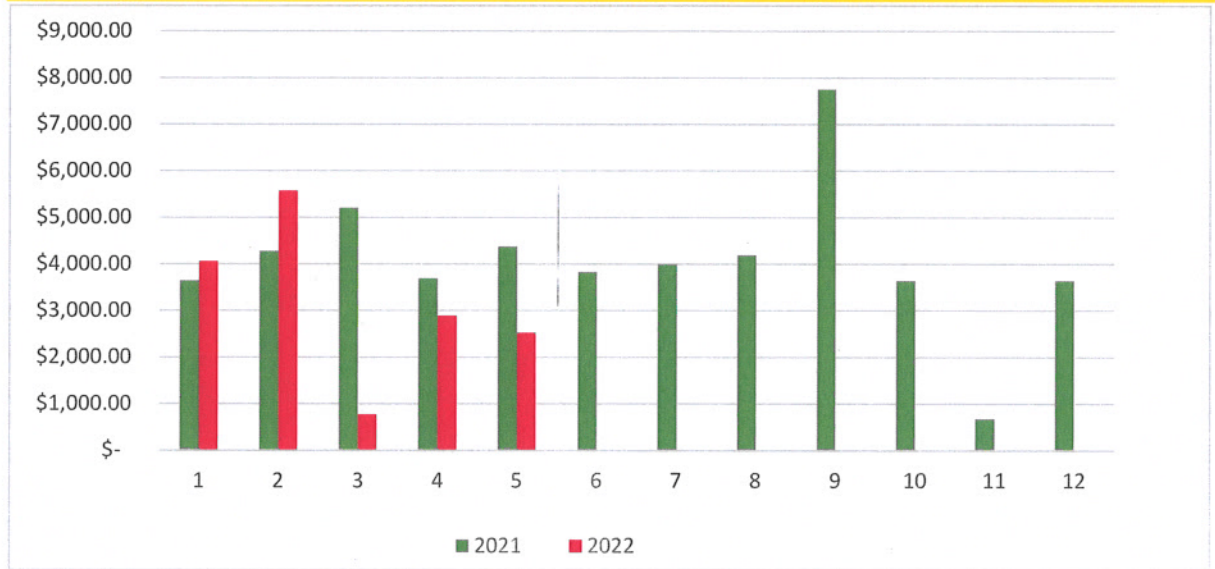
## Current Water/Sewer Rates

- Water Rates: \$4.99/1000 gallons
- Sewer Rates: \$9.93/1000 gallons
- Water RTS Fee: \$6.73
- Sewer RTS Fee: \$14.00



ELECTRIC COMPARISON REVIEW FOR MAY 2021-2022		
	WATER	SEWER
2021	\$ 6,264.48	\$ 4,370.83
2022	\$ 7,489.09	\$ 2,528.09
DIFFERENCE/SAVINGS	<b>\$1,224.61</b>	<b>\$1,842.74</b>

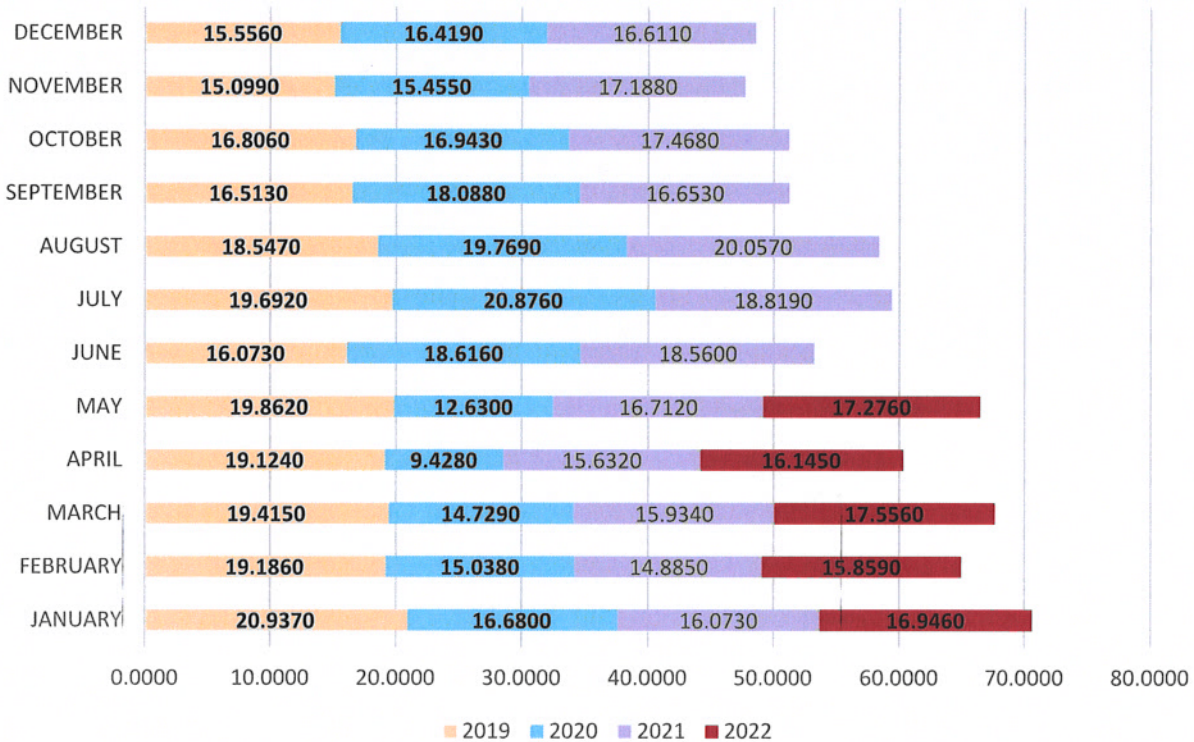
### SEWER ELECTRIC COST COMPARED TO PRIOR TWO YEARS (MONTH BY MONTH)



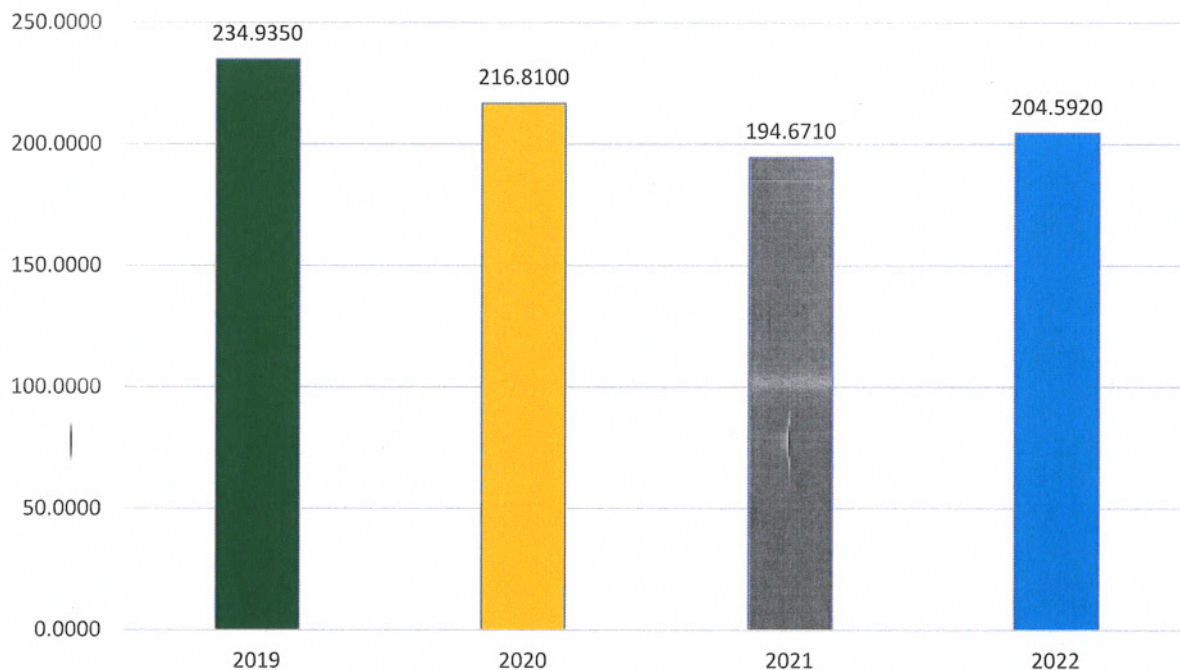
### SEWER ELECTRIC COST (CURRENT MONTHS USAGE COMPARED TO PAST ANNUAL COSTS)



Monthly Water Pumpage for 2019 - 2022 (in million gallons)



Annual Water Pumpages 2019 - 2022 Current Months Usage Compared to Past Annual Pumpages (in million gallons)





## Evart Police Department

### Monthly Report

May 2022

### Trainings

Officer Chad Wilson completed a weeklong training on Forensic Interviewing training in Grayling.

Cadette Jesse Wilson completed all mandatory levels of Security Awareness Training.

Administrative Assistant Teresa Swift-Eckert completed the Basic Lein Operator Training course as a refresher to prepare for renewing her LEIN Certification.

### Department Roster

<i>Title</i>	<i>Name</i>	<i>Badge Number</i>
Chief of Police	John Beam Jr.	39-01
Full Time Police Officer	Chad Wilson	39-04
Part Time Police Officer	JJ Higgins	39-06
Cadette	Jesse Wilson	39-03

### Administrative Staff

<i>Name</i>	<i>Title</i>
Teresa Swift-Eckert	Administrative Assistant
Rose Woosley	Administrative Assistant
Emma Hubbard	Office Assistant



TOTAL ACTIVITIES	
OFFICER	TOTAL ACTIVITIES
Beam, John Jr.	47
Higgins, JJ	196
Wilson, Chad	130
TOTAL:	373

ARRESTS	
OFFICER	NUMBER OF ARRESTS
Beam, John Jr.	0
Wilson, Chad	2
Higgins, JJ	0
TOTAL:	2

ASSISTS	
AGENCY	NUMBER OF ASSISTS
Assist Citizen	8
Assist Evart Public School	3
Assist Fire	1
Assist MIC Unit	1
Assist MSP	1
Assist OCSD	10
Assist Police Agency	2
TOTAL:	26

ACCIDENTS	
TYPE	NUMBER OF ACCIDENTS
Accident - PD	3
Accident - PI	1
TOTAL:	4

TRAFFIC VIOLATIONS			
OFFICER	Traffic Complaint/Hazard	Traffic Stop Citation	Traffic Stop Verbal Warning
Beam, John Jr.	3	1	1
Higgins, JJ	0	1	3
Wilson, Chad	0	1	1
TOTAL:	3	3	5



ORDINANCE VIOLATIONS

OFFICER	ORDINANCE VIOLATIONS	ORDINANACE COUNT
Beam, John Jr.	Ordinance Violation - Warning	3
Higgins, JJ	Ordinance Violation - Warning	1
TOTAL:		4



## Evart Downtown Development Authority

Chair, Alan Bengry  
Treasurer, Lynn Salinas  
Jason O'Dell  
Erica Henry  
City Manager, Pepper Lockhart

Vice-Chair, Molly Cataldo  
Secretary, June-Marie Essner  
Sandra Szeliga  
Director, Todd Bruggema

[www.evart.org](http://www.evart.org)

City of Evart  
200 S. Main St.  
Evart, MI 49631



## REGULAR DDA MEETING AGENDA Tuesday, June 14, 2022 @ 8:00AM

The Regular Meeting will be held in the Community Room at the Depot located at  
200 S. Main St. Evart, MI 49631

1. **Call to Order**
2. **Attendance**
3. **Introduction of Guests**
4. **Citizens' Comments**
5. **Approval of Agenda**
6. **Approval Regular Minutes – May 10, 2022**
7. **Vendor's List - May 2022**
8. **President's Comments**
9. **Director's Comments**
10. **City Manager's Comments**
11. **Committee updates**

### **Economic Vitality**

- a. Farmers Market Report
- b. Pop-Up
- c. Business Recruitment Primer-draft

### **Design**

- a. SBEI
- b. Benches/Bike Racks
- c. Way Finding Signage
- d. Design projects to consider
  - Sound Garden
  - Public Bike Repair Station—Volunteers pledged to work on project
  - Selfie Photo Spot(s)

### **Promotion**

- a. Shop Local
- b. Summer Arts Series
  - MACC Grant Reapply

- C. Point Person (needs to be able to help with set up, take down be available during performance for any issues or questions which may arise.)
  - i. Bob Marshall Band July 2, 2022
  - ii. Jake Slater August 20, 2022
  - iii. Sand Bobs August 27, 2022 at the EFM: A. Hunter

Other performers for balance of 2022 funds

## **Organization**

- a. Board Recruiting
- b. Volunteers

## **12. Old Business**

- a. Development Plan and Tax Increment Financing Plan
- b. New Business Welcome
- c. Main Street Self-Assessment Tool
- d. Direction/Projects Prioritized
- e. National Main Street Conference update
- f. Main Street Pledges
- g. 2022-2023 Budget

## **13. New Business**

- a. Rex Rozanski, Downtown Façade/Building Improvement Grant
- b.
- c.
- d.
- e.
- f.

## **14. Citizens' Comments**

## **15. Adjournment**



## EVART DOWNTOWN DEVELOPMENT AUTHORITY

Tuesday May 10, 2022 8:00 AM  
200 South Main Street; Evart, MI 49631  
BOARD MEETING MINUTES



1. **Meeting called to order** by Bengry at 8:02am
2. **Attendance:** Alan Bengry, Molly Cataldo, Lynn Salinas, June-Marie Essner, Erica Henry, Jason O'Dell, Todd Bruggema  
Absent: Shannon Schmidt, Sandy Szeliga, Pepper Lockhart
3. **Guests:** Angela Hunter, Jennie Duncan
4. **Citizen Comments:** None
5. **Approval of agenda** as presented.
6. **Approval of Minutes:** Moved Salinas by, supported by Cataldo for approval of April 12, 2022 Regular Meeting Minutes with corrections; Works and Works should read Williams and Works, Van Burgence should read Van Burgence.  
Ayes: 7                      Nays: 0                      Result: Carried
7. **Approval of Vendor List:** Moved by Cataldo, supported by Henry for approval of Vendor List for April 2022 in the amount of \$7,511.39 and EFM amount of \$20.00.  
Ayes: 7                      Nays: 0                      Result: Carried
8. **President's Comments:** None.
9. **Director's Comments:** Director Bruggema is attending the MS Conference next week in Richmond, VA. Working on finding a multi-use space for a bakery. Council approved lights on the R2T Bridge year-round, 24 hours.
10. **City Manager's Comments:** None.
11. **Committee Updates**

### **Economic Vitality**

a. Farmers Market: A Hunter completed Sr Project Fresh training. They will not be providing any required signage, so the market will need to print and laminate those. WIC Fresh is starting late. The Evart GFWC will be setting up the 3<sup>rd</sup> Saturday of each month. Mecosta Osceola Substance Awareness Coalition (MOSAC) will be coming to the market. August 27 is set for a R2T bike ride between the Farwell Market and EFM. Registration fee is \$20. Hunter would like to email local business for sponsorship of gifts or coupons to put into the packet for each registrant. This will help promote Evart and Farwell's downtown. R. Sanders, MSU Extension, will be at the market August 27<sup>th</sup> also. Hunter mentioned she would like to do an I Spy style game with a prize for kids visiting the market.



- b. Pop-Up: Bruggema had an interested person who did not show up for their meeting. 4 C's Cookies will be renting in June. Bruggema will be meeting with Chris Elliott from Green Gold Diner regarding the façade grant.
- c. Business Recruitment Primer: Waiting for recommendations on the draft.

### **Design**

- a. SBEI: Waiting final report.
- b. Benches/Bike Racks: Ready for powder coating.
- c. Way Finding Signage: No new action at this time.

### **Promotion**

- a. Shop Local
- b. Summer Arts Series: Bob Marshall Band Scheduled for July 2, 2022 @ Evert Depot 7pm-9pm. Jake Slater Scheduled for August 20, 2022 @ Evert Depot after 5:30pm. Sand Bobs preform at the EFM on Aug 27.
- c. 6<sup>th</sup> and Main are part of Bike night on June 16, 2022.

### **Organization**

- a. Board Recruiting
- b. Volunteers

## **13. Old Business**

- a. Development Plan and Tax Increment Financing Plan: 90% of the document has been converted to a Word document. Williams and Works sent a revised contract.  
Motion by Cataldo, supported by Salinas to accept the revised contract with Williams and Works to work on the Development Plan and Tax Increment Financing Plan for a maximum \$11,700.  
Ayes: 7                      Nays: 0                      Result: Carried
- b. New Business Welcome: No new action
- c. MS Accreditation Process: Board went through first 3 parts on the Main Street Self-Assessment Tool after new business completed so guest could leave if they wished.
- d. Main Street Small Business Grant for Technology: No one applied.
- e. DDA Board Volunteer Self-Assessment: Most have been received.
- f. Direction/Projects Prioritized: No action taken
- g. T Mobile Grant: Lockhart is reviewing to see if renovation updates and lighting for the skate park would be allowed.

## **14. New Business**

- a. Main Street Self-Assessment Tool: See c. in old business.
- b. Pop-up lease and interest update: Addressed during Economic Vitality reporting.
- c. Sesquicentennial Light Pole Banners: 50 have been sponsored to date.
- d. Green Gold Diner Façade Grant meeting: Addressed during Economic Vitality reporting.
- e. National Main Street Conference: Bruggema requested input on which sessions to attend. He is looking forward to meeting Michigan's and the National leadership in person.
- f. Main Street Pledges: Salinas and Bruggema are meeting to work on this.

- g. Bike Rack Paint Color: Follow the colors identified for our branding and communities desire for more color downtown.
- h. Budget Amendment:  
Moved by Cataldo, supported by O'Dell to approve the budget amendments for the DDA and EFM.  
Ayes: 7                      Nays: 0                      Result: Carried
- i. 2022-2023 Budget Worksheet: Duncan reviewed the original 2021-2022 budget and the actual 2021-2022 budget after amendments. There was discussion regarding food assistance programs used at the farmers market and the best way to report those. Clarification on how to report and record that in the chart of accounts is to be sought from the accountants.

**15. Citizen's Comments:** None

**16. Adjournment:** Motion made by Salinas, supported by Essner to adjourn at 9:57am.  
Ayes: 7                      Nays: 0                      Result: Carried

Respectfully submitted, June-Marie Essner, secretary

# *Market* **TO** *Market*

## **AUGUST 27TH, 2022**

**FARWELL FARMERS MARKET**



**EVART FARMERS MARKET**

Starts at 9am

**Registration is \$25 and will get you a t-shirt and a coupon book for each market. Register by July 29th to guarantee T-shirt.**

Ride 1: Evart FM to Farwell and back to Evart

Ride 2: Farwell FM to Evart and back to Farwell FM

(Rides 1&2 are 41.2 miles)

**Questions? Contact Angela- [evartfarmmarket@gmail.com](mailto:evartfarmmarket@gmail.com) or Rachael - [rachael@villageoffarwell.org](mailto:rachael@villageoffarwell.org)**



Evart Area Joint Fire Department

Fire Board Meeting

May 10, 2022 @ 4:30 PM

**PLEDGE OF ALLEGIANCE**

Meeting called to order by Chairman Hammer at 4:36 PM.

**ROLL CALL:** Sherri Bancroft – Osceola Township, Bev Mills – Sylvan Township, Diane Brackett – Orient Township, Gary Hammer – Evart Township, Pepper Lockhart – City of Evart, Terry Pritchard – Sylvan Township,

**GUESTS:** Shane Helmer, Angie Cushman, Travis Douglas, Bev Mills.

**CITIZENS COMMENTS:** None

**MOTION BY ORIENT, 2<sup>ND</sup> BY OSCEOLA TWP to approve the agenda as presented. MOTION PASSED.**

**MOTION BY OSCEOLA, 2<sup>nd</sup> by ORIENT TWP to approve the consent agenda with the approval of the payment of bills, treasurers report, and April 12, 2022 regular meeting minutes. MOTION PASSED.**

General Checking, \$86,071.79, High Yield Savings, \$346,452.55, Grand Total \$432,529.00.

**OLD BUSINESS:**

1. **Paid Monthly Staff Update:** Shane let the board know that the paid staff is still going quite well, and that the guys are still doing well with scheduling. Shane will provide a 6 month update next month on all the calls and times and payroll with a written report and graphs. Nothing but positive feedback so far for having the staff here and available to continue.



2. **Engine 9 Update:** Shane stated that they have finally found the issues with Engine 9, and found that without having mud flaps, there is an electrical box that was not covered and with driving the truck in mud, water etc, and it corroded and shorted things out to make the truck function incorrectly. The programming also has a memory switch, so every time that the dump button was pushed, it would remember that, and dump when the truck was turned on, it would dump. That switch will be changed, and a new box was built for the wiring, and mud flaps are being installed soon. All work was under warranty so no cost to us.

#### **NEW BUSINESS:**

1. **Budget Amendments:** There was a budget amendment sheet provided to each board member, and discussed.

**MOTION BY OSCEOLA TWP. 2<sup>ND</sup> BY ORIENT TWP to approve the budget amendments as presented.**

**EVART TWP – YES**

**CITY OF EVART – YES**

**SYLVAN TWP – YES**

**ORIENT TWP – YES**

**OSCEOLA TWP – YES**

**MOTION PASSED.**

2. **Monthly Statistics:** Shane presented the board with graphs for each of the townships, and the month as a whole for each of the townships.

**Citizens Comments: None**

**Fire Chief Report:** USDA Grant \$150,712.00 which they will give about \$100,000 in which we will owe \$65,00 left to pay on the gear. Then we can go on to another grant. We are looking to do a generator for the department, and conjunction with the PD possibly. Shane also stated that we have a DNR grant in process right now, just waiting on confirmation.

Shane has been asked about Dry Hydrants by Evert Twp., which discussion was held.

Air packs are to be inspected this May 2022, and will be out of warranty 5-31-2022. So Shane would like to keep the board informed that air packs will soon need to be replaced.

The gear has been shipped and will be here within 5-10 days.

The air bottles will be hydro tested this month, and this will be the last test for these bottles.

**Next Board Meeting: June 14, 2022 @ 4:30pm**

**MINUTES ARE NOT OFFICIAL UNTIL APPROVED AT A FUTURE BOARD MEETING.**

**MOTION BY SYLVAN, 2<sup>ND</sup> BY ORIENT TWP, to adjourn the meeting @ 5:37pm**  
**MOTION PASSED**

**Angela Cushman**

**Administrative Assistant**

**Evert Area Joint Fire Department**