



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 Evart
200 S. Main St.
Evart, MI 49631
(231) 734-2181

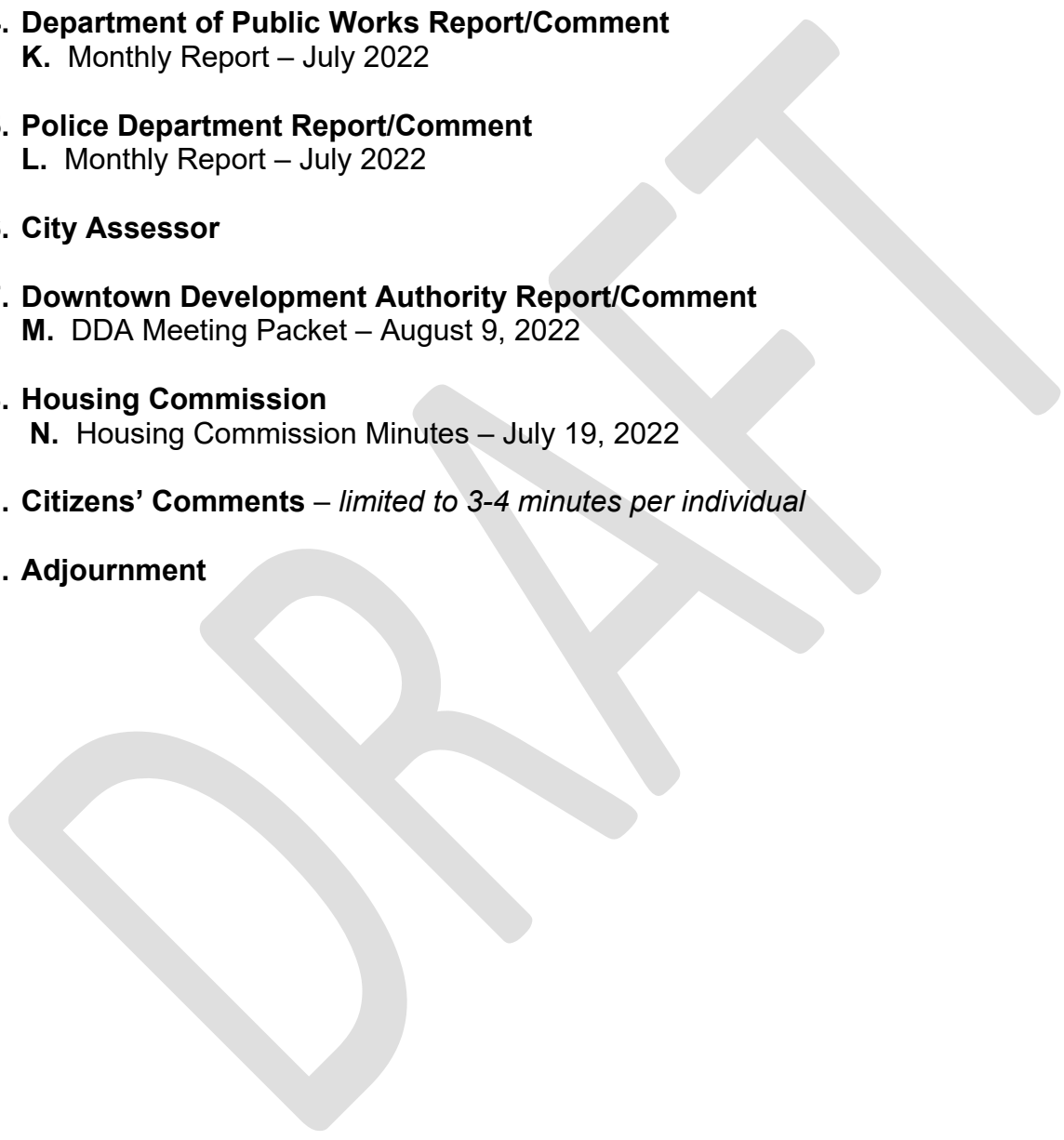
www.evart.org

CITY OF EVART REGULAR COUNCIL MEETING AGENDA Tuesday August 23, 2022 @ 7:30PM

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

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

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 – August 9, 2022
 - B. Vendor's List \$268,420.45
7. Unfinished Business
 - C. Ferric Chloride Pump (*will send when received*)
8. New Business
 - D. State Senator Curt Vanderwall- Sesquicentennial (*Presentation*)
 - E. Resolution 2022-13/Street Administrator
 - F. Tentative POLC Union Contract
 - G. Meeting conflict for elections
9. Department/Informational Reports (*No Action Needed*)
 - H. Accounts Payable Report (8/10/2022 – 8/23/2022)
 - I. Payroll Reports (8/10/2022 – 8/23/2022)
 - J. Summary of Funds – July 2022

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- 10. City Attorney Report/Comment**
 - 11. City Clerk Report/Comment**
 - 12. City Manager Report/Comment**
 - 13. Finance Director Report/Comment**
 - 14. Department of Public Works Report/Comment**
 - K. Monthly Report – July 2022**
 - 15. Police Department Report/Comment**
 - L. Monthly Report – July 2022**
 - 16. City Assessor**
 - 17. Downtown Development Authority Report/Comment**
 - M. DDA Meeting Packet – August 9, 2022**
 - 18. Housing Commission**
 - N. Housing Commission Minutes – July 19, 2022**
 - 19. Citizens' Comments – *limited to 3-4 minutes per individual***
 - 20. Adjournment**

**CITY OF EVART
REGULAR COUNCIL MEETING
August 9, 2022 @ 7:30PM
Community Room at the Depot, 200 S. Main Street**

Mayor Chris Emerick called the meeting to order at 7:30pm, 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, Downtown Development Authority Director Todd Bruggema, Downtown Development Authority, Chief of Police John Beam, Lead Water/Wastewater Operator Patrick Muczynski, Water/Wastewater Laborer Adam Zinger, DPW Executive Assistant Chris Mulkerns

Absent (staff): City Clerk Kathy Fiebig

Guests: Kevin Beemer, Don Duncan

Citizens' Comments: Kevin Beemer, owner of Beemer Adult Care Business located at 502 W. Fifth St, suggested that city office staff should understand what they can and cannot authorize regarding zoning issues and felt that having to wait for planning commission meetings is a problem. Also felt that all office staff should be cross trained. Mr. Beemer also questioned what the police millage funds supported. Also made comments about the weeds growing in the gutters of the city's streets. Suggested a community reinvestment funding mechanism.

Approval of Agenda

Motion by Mayor Emerick to approve the agenda with the addition of Item F – O'Reilly Site Plan approval and removal of the Ferric Chloride Pump from Item E. Support by Mr. Elliott. Motion passed with all in favor.

Approval of Consent Agenda

A. Regular Council Minutes – July 26, 2022, with the correction to Finance Director Report/comment: "She is starting on the Fire Department *audit*" not *report*.

B. Vendor's List - \$119,892.63

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

Unfinished Business

New Business

C. Department of Public Works (DPW) Director

Ms. Lockhart noted that the contract had previously been sent to Labor Relations and the City Attorney prior to negotiating with Mr. Duncan. She also noted that Mr. Duncan brings 20 years management experience to this position. She asked for approval of the contract which amounts to a 3% increase each year. The start date will be August 22nd. She pointed out that Mr. Duncan did come to the meeting tonight in case there were any questions. Mr. Duffy

commented that he heard that Mr. Duncan had pursued some additional training in regard to public works prior to being hired.

Mr. Duncan commented that he has lived here all his life and agreed with earlier citizen comment. The cosmetic issues around the city are important. He stated he would like to see more community involvement from the citizens we all work for, and he would like to learn from other communities like Evert, to see how they manage these issues. He is looking forward to working towards making the city better. Motion by Mr. Duffy to approve the DPW Director contract as presented. Support by Mr. Elliott. Motion passed with all in favor.

D. Water/Sewer Rates

Ms. Duncan stated that the proposed water rate increase would be 17 cents per 1,000 gallons not 23 cents. The water rate increase, if approved would be 3.5% and the sewer rate would be an increase of 2%. The 5/8" to 1" Water Ready to Serve fee would increase to \$6.96, with no increase to the Sewer Ready to Serve fee. She commented that a family of 4 would see an increase of roughly \$3.00 a month on the average 7,500 gallon bill. Mr. Duffy asked if there was an idea of anticipated revenue from this increase. Mr. Hildebrand noted a \$22,600 potential annual revenue increase (\$3 x 600 x 12 mos). Ms. Duncan stated that the FY 2022/2023 budget was based on this increase in fees. Motion by Mr. Elliott to approve the rate increase as presented, noting that he did not want to go back to the situation the city was in a few years ago. Ms. Duncan requested he include the resolution in his motion. Mr. Elliott amended his motion to approve Resolution 2022-12. Support by Mr. Hildebrand. Mr. Elliott, Mr. Hildebrand, and Ms. Szeliga voted aye. Mr. Duffy and Mayor Emerick were opposed, none were absent, and none abstained. Motion passed.

E. Aerators

Ms. Lockhart commented that in April 2021, the City applied for a CDGB grant that included the aerators. After reapplying for the grant OHM advised against including aerators in the second application and council discussed purchasing the aerators outside of that grant. She noted that an amount had been budgeted out of sewer this budget year for this type of purchase. She also noted that the quotes in the packet included installation. Ms. Lockhart commented that even if the purchase is approved this evening it will take some time to get them, due to supply issues, and may not get installed until Spring 2023. Mr. Hildebrand commented that prices are only going up. Motion by Mayor Emerick to approve the purchase of aerators and cabling as presented. Support by Mr. Hildebrand. Motion passed with all in favor.

Ms. Lockhart stated that the Ferric Chloride pump request would be brought back to Council when the quotes are made available.

F. O'Reilly Site Plan

Ms. Lockhart informed Council that the Planning Committee met on Monday, August 8th with O'Reilly representatives attending via Zoom. The planning commission had a lot of questions of the O'Reilly group. Planning Commission recommends that Council approve the site plan contingent upon the inclusion of sidewalks. Pepper noted that City Ordinance allows the council to make businesses put in a sidewalk in their plan if it is a well-travelled area. There was discussion about safety due to the shared driveway with Family Dollar, ordinances regarding sidewalks that maybe got missed when Family Dollar went in. There was also discussion regarding delivery trucks ingress and egress. Councilman Duffy wanted to make sure that O'Reilly's comply with the barrier free width on the sidewalks. Motion by Mayor Emerick to

approve the site plan contingent upon the inclusion of sidewalks. Support by Mr. Hildebrand. Motion passed with all in favor.

Department/Informational Reports

G. Accounts Payable Report (July 27, 2022 – August 9, 2022)

H. Payroll Reports (July 27, 2022 – August 9, 2022)

City Attorney Report/Comment:

Mr. White worked on contractual issues and HR issues this month. Also announced that an appeals board is in place (3 people agreed to be on the board) for City building/zoning matters.

City Clerk Report/Comment:

None

City Manager Report/Comment:

Ms. Lockhart is working on the CDBG grant, currently due Friday and met with OHM today.

Finance Director Report/Comment:

Ongoing Police Union contract meetings, with another one on Thursday. Waiting on chart of accounts confirmation. The primary elections went well. Total of 299 voters (walk ins and absentee ballots). Laptops for council did come in; will be working with IT Right to get them set up. Fire Department audit is still ongoing.

Department of Public Works Report/Comment

None.

Police Department Report/Comment

Mr. Hyden is in week one of the academy. Chief noted he has someone who is very experienced considering the CRO position. Speed radar signs came in Friday.

City Assessor

I. Board of Review – July 19, 2022

J. Amar Corrective Action/State Response

Downtown Development Authority Report/Comment:

Ms. Lockhart spoke on Mr. Bruggema's behalf: Making some progress on the way finding signage. Working on lots of items starting with – Michigan Main Street grant opportunity. Waiting to hear back from MEDC for the rehab of the building on Main Street. Two buildings being donated – City will be taking over the Kane Building - DDA to begin rehabbing and use as their main building once the pop-up building sale closes. The old jewelry store – DDA to take over to get it buttoned up, broken windows, etc.

Evart Area Fire Department

K. Minutes – July 19, 2022

Evart Housing Commission: None.

Citizens' Comments: None.

Motion by Mayor Emerick to adjourn. Support by Mr. Hildebrand. Motion passed with all in favor. The meeting was adjourned at 8:15 p.m.

Chris Mulkerns, DPW Executive Assistant

08/18/2022 04:17 PM
User: JENNIE
DB: CITY OF EVART

CHECK REGISTER FOR CITY OF EVART
CHECK DATE FROM 08/10/2022 - 08/23/2022

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 751 VENDOR					
08/10/2022	751	961 (E)	0024	CONSUMERS ENERGY	8,212.43
08/11/2022	751	39247	1058	MERIT LABORATORIES	566.00
08/11/2022	751	39248	0903	STANDARD INSURANCE CO.	582.09
08/11/2022	751	39249	400	SURPLUS SALES GROUP	91.14
08/11/2022	751	39250	614	VC3, INC.	1,021.80
08/11/2022	751	962 (E)	923	FIRST NATIONAL BANK OF OMAHA	3,226.41
08/11/2022	751	963 (E)	923	VOID	0.00 V
08/18/2022	751	39251	1271	HEALY SPORTSWEAR	8,510.00
08/18/2022	751	39252	0028	CITY OF EVART	99,143.01
08/18/2022	751	39253	0653	EVART PUBLIC LIBRARY	6,280.63
08/18/2022	751	39254	0229	OSCEOLA COUNTY TREASURER	82,363.12
08/18/2022	751	39255	805	STATE OF MICHIGAN	1,425.60
08/23/2022	751	39256	0676	ANTHONY GUSHOW & SONS, INC	4,833.78
08/23/2022	751	39257	0014	BADGER METER COMPANY, INC	3,240.00
08/23/2022	751	39258	1182	BARNETT'S AUTO REPAIR	240.52
08/23/2022	751	39259	615	CIVICPLUS, LLC.	1,182.98
08/23/2022	751	39260	301	COYNE OIL CORPORATION	304.40
08/23/2022	751	39261	1109	DALDOS, LYNDA	22.50
08/23/2022	751	39262	1200	DEERE CREDIT, INC	1,315.64
08/23/2022	751	39263	0576	DTE ENERGY	214.17
08/23/2022	751	39264	1717	ELECTIONSOURCE	526.28
08/23/2022	751	39265	0722	ELLEN'S EQUIPMENT, INC	388.82
08/23/2022	751	39266	1766	EVART PARTS PLUS	395.27
08/23/2022	751	39267	0677	HOMETOWN HARDWARE	215.76
08/23/2022	751	39268	1146	IMAGEGRAPHICS	591.50
08/23/2022	751	39269	0876	INTEGRITY BUSINESS SOLUTIONS	179.00
08/23/2022	751	39270	723	MEDLER ELECTRONIC CO	13,205.73
08/23/2022	751	39271	759	MI DEPT OF TECH, MANAGEMENT & BUDGE	500.00
08/23/2022	751	39272	0368	MUNICIPAL SUPPLY CO	285.40
08/23/2022	751	39273	0229	OSCEOLA COUNTY TREASURER	487.42
08/23/2022	751	39274	0255	PIONEER GROUP	65.15
08/23/2022	751	39275	1806	REPUBLIC SERVICES #239	13,396.36
08/23/2022	751	39276	879	ROSEBRUGH, ALYSSA	80.00
08/23/2022	751	39277	0129	SMITH LUMBER CO	343.29
08/23/2022	751	39278	0129	SMITH LUMBER CO	8.99
08/23/2022	751	39279	1153	TAYLOR INSURANCE AGENCY	60.00
08/23/2022	751	39280	614	VC3, INC.	300.00
08/23/2022	751	39281	1055	WAYNE SIMMONS, PH.D.	750.00
08/23/2022	751	39282	1803	XEROX CORPORATION	310.57
08/23/2022	751	964 (E)	0024	CONSUMERS ENERGY	10,441.98
08/23/2022	751	965 (A)	1858	AFFORDABLE PRINTS	50.00
08/23/2022	751	966 (A)	1739	DUNCAN, JENNIFER	17.25
08/23/2022	751	967 (A)	1330	MARTIN, DALE	425.00
08/23/2022	751	968 (A)	436	PETOSKEY, DORIS	350.00
08/23/2022	751	969 (A)	1730	SCOTLAND OIL COMPANY, INC.	2,082.23
08/23/2022	751	970 (A)	1600	TRACE ANALYTICAL LABORATORIES	188.23

751 TOTALS:

Total of 46 Checks:	268,420.45
Less 1 Void Checks:	0.00
Total of 45 Disbursements:	268,420.45

AGENDA REPORT

To: Honorable Mayor Emerick & Council Members
From: Pepper Lockhart, City Manager
Date: August 17, 2022
Re: Resolution 2022-13 Appointing Don Duncan as the Street Administrator

For the Agenda of August 23, 2022

Background. Donald Duncan is now the Public Works Director.

Issues & Questions Specified.

Alternatives. NA

Financial Impact. NA

Recommendation. Please approve the attached Resolution 2022-13

Attachments.

1. RESOLUTION 2022-13 APPOINTING DONALD DUNCAN AS THE STREET ADMINISTRATOR

RESOLUTION FOR DESIGNATION OF STREET ADMINISTRATOR

This information is required by Act 51, P.A. 1951 as amended. Failure to supply this information will result in funds being withheld.

MAIL TO: Michigan Department of Transportation, Financial Operations
Division, P.O. Box 30050, Lansing, MI 48909.
or Fax to: (517) 335-1828

NOTE: Indicate, if possible, where Street Administrator can usually be reached during normal working hours, if different than City or Village Office. List any other office held by the Administrator.

Councilperson or Commissioner _____
offered the following resolution and moved its adoption:

Whereas, Section 13(9) of Act 51, Public Acts of 1951 provided that each incorporated city and village to which funds are returned under the provisions of this section, that, "the responsibility for street improvements, maintenance, and traffic operations work, and the development, construction, or repair of off-street parking facilities and construction or repair of street lighting shall be coordinated by a single administrator to be designated by the governing body who shall be responsible for and shall represent the municipality in transactions with the State Transportation Department pursuant to this act."

Therefore, be it resolved, that this Honorable Body designate _____ Donald Duncan

Director of Public Works _____ as the single Street Administrator for the City or Village of

City of Ewart _____ in all transactions with the State Transportation Department
as provided in Section 13 of the Act.

Supported by the Councilperson or Commissioner _____

Yeas _____

Nays _____

I hereby certify that the foregoing is a true and correct copy of a resolution made and adopted at a regular meeting
of the governing body of this municipality on the 22nd _____ day of
August, 2022

CITY OR VILLAGE CLERK (SIGNATURE)	E-MAIL ADDRESS cityclerk@evart.org	DATE 08/22/22
STREET ADMINISTRATOR (SIGNATURE)	E-MAIL ADDRESS dpwdirector@evart.org	DATE 08/22/22
ADDRESS OF CITY OR VILLAGE OFFICE 200 S Main St	P.O. BOX	
CITY OR VILLAGE Ewart	ZIP CODE 49631	PHONE NUMBER (231) 734-2181

AGENDA REPORT

To: Honorable Mayor Emerick & Council Members
From: Pepper Lockhart, City Manager
Date: August 17, 2022
Re: Tentative POLC Union Contract

For the Agenda of August 23, 2022

Background. The Police Officers Union Contract expired June 30, 2022. We are presenting another three-year contract. We have currently agreed on the changes you see except the MCOLES Certification and if they can receive retro pay back to July 1 legally. This has been reviewed by our city attorney.

Issues & Questions Specified. Chief is on vacation until Monday, and I will go over the language of the MCOLES certification that was presented back to us. If Chief agrees to the language, we will bring that to you on Tuesday.

Alternatives.

1. Not approve

Recommendation. Approve contract

Attachments.

1. POLC Union contract

COLLECTIVE BARGAINING AGREEMENT
BETWEEN
CITY OF EVART
AND
POLICE OFFICERS LABOR COUNCIL



JULY 1, 2022 - JUNE 30, 2025

TABLE OF CONTENTS

	Article	Agreement	4
	Article 21	Recognition	4
	Article 3 2	Purpose and Intent	4
	Article 4 3	Union Membership	4
	Article 5 4	Union Responsibility	5
	Article 6 5	Union Rights	6
	Article 7 6	Management Rights	6
	Article 8 7	Residence	7
	Article 9 8	Grievance Procedure	7
	Article 10 9	Seniority	9
	Article 11 10	Layoff and Recall	10
	Article 12 11	Trading Days	10
	Article 13 12	Discharge and Discipline	10
	Article 14 13	Reprimands	11
	Article 15 14	Work Schedule	11
	Article 16 15	Personal Leave Days	12
	Article 17 16	Salary	12
	Article 18 17	Overtime	13
	Article 19 18	Holidays	14
	Article 20 19	Vacations	14
	Article 21 20	Pay Day	15
	Article 22 21	Medical Care	15

	Article 23 22	Sick Pay & Maternity Leave	16
	Article 24 23	Life Insurance	17
	Article 25 24	Retirement	17
	Article 26 25	Court Time	17
	Article 27 26	Funeral Leave	18
	Article 28 27	Uniforms, Clothing, Equip. & Education	18
	Article 29 28	Lawsuits	19
	Article 30 29	Duration of Agreement	19

CITY OF EVART
AND
POLICE OFFICERS LABOR COUNCIL
7/1/22 to 6/30/25

AGREEMENT

This Agreement is entered into this first day of July 2022 between the City of Evert, hereinafter referred to as the “City” and the Police Officers Labor Council, hereinafter referred to as the “Union”.

ARTICLE 1 – RECOGNITION

Section 1.

Under the provisions of Act No. 379 of the Public Acts of 1965, as amended, of the State of Michigan, the City of Evert recognizes the Police Officers Labor Council as the exclusive collective bargaining representative for the officers in the defined bargaining unit for the purpose of bargaining with respect to wages, hours of employment and other working conditions.

Section 2.

The bargaining unit shall consist of all regular, full-time officers of the Evert police Department, exclusive of the Chief of Police. Part time officers are not members of the Union.

Section 3. Definition of Employment:

Full Time employee- A full time employee who is working the normal workweek on a regular job schedule of 84 hours every two weeks.

ARTICLE 2 – PURPOSE AND INTENT

Section 1.

It is the purpose and intent of this Agreement to assure sound and mutually beneficial working and economic relationships between the parties hereto, to provide an orderly and peaceful means of resolving any misunderstandings or differences which may arise, and to set forth herein the basic agreement between the parties concerning rates of pay, wages, hours of employment, and other conditions of employment. This Agreement constitutes the entire Agreement between the parties.

ARTICLE 3 – UNION MEMBERSHIP and CHECK-OFF of UNION DUES

Section 1.

One (1) officer representative of the bargaining committee shall be designated by the Union to act as steward for the purpose of processing grievances.

Section 2.

All grievances will be investigated during non-working time except when it is necessary, in the opinion of the Chief of Police, to do so on working time. In that event, the steward investigating the grievance will proceed promptly and will be paid for the time spent.

Section 3.

To the extent the laws of the State of Michigan permit, it is agreed that:

The current or future employment of bargaining unit employees is not contingent upon membership in the Union or the payment of union dues or fees.

The Employer agrees to make Union payroll deductions **once or twice** each month from the pay of the employees who have authorized that such deductions be made as set forth in Subsections 4 and 5.

As soon as practicable following the decision to hire a new employee into the bargaining unit, the Employer shall notify the Union of newly hired bargaining unit employees and provide the Union an opportunity during the onboarding process to meet with newly hired bargaining unit employees to discuss the employees' options with respect to becoming or not becoming a member of the Union.

Each employee who becomes a member of the Union after June 27, 2018, must sign the Union's Application for Union Membership and Authorized Dues Deduction Card, and shall do so with the understanding that the dues authorization and assignment shall be irrevocable for the term of the applicable contract between the Union and the Employer or for one year, whichever is the lesser, and shall automatically renew itself for successive yearly or applicable contract periods thereafter, whichever is the lesser, unless the employee gives written notice to the Employer and the Union at least sixty (60) days, but not more than ninety (90) days before any periodic renewal date of this authorization and assignment of the employee's desire to revoke same. Such authorization and assignment are voluntary and not conditioned upon present or future membership in the Union.

The Employer shall not make any Union payroll deductions from any employee without written authorization from the employee. In the case of an employee who becomes a member after June 27, 2018, written authorization must be in the form of a signed and completed Application for Union Membership and Authorized Dues Deduction Card, as well as any additional written authorization as the Employer may require. In the event the terms of the Employer's written authorization conflicts with the terms of the Union's Card, the terms of the Card shall be controlling. For an employee who became a member prior to June 27, 2018, the employer must have from the employee written authorization showing the employee's clear intent to participate in Union payroll deductions.

Employees may resign their Union membership at any time by notifying the Union but may still be responsible for payroll deductions as set forth in Subsection 4.

Deductions for any calendar month shall be remitted to the Union. In the event, that a refund is due to any employee for any sums deducted from wages and paid to the Union, it shall be the responsibility of such employee to obtain the appropriate refund from the Union.

The Employer shall not be liable for the remittance or payment of any sums other than those constituting actual deductions made. If the Employer fails to make a deduction for any employee as provided, it shall make that deduction from the employee's next pay period in which such deduction is normally deducted after the error has been called to its attention by the employee or the Union.

If there is an increase or decrease in Union payroll deductions, as determined, and established by the Union, such changes shall become effective upon the second pay period following notice from the Union to the Employer of the new amount(s).

ARTICLE 4 – UNION RESPONSIBILITY

Section 1.

Recognizing the crucial role of law enforcement in the preservation of the public health, safety, and welfare of a free society, the Union agrees that it will take all reasonable steps to cause the employees covered by this Agreement, individually and collectively, to perform all police duties to the very best of their abilities.

Section 2.

The Union, therefore, agrees that there shall be no interruption of these services for any cause whatsoever by employees it represents; nor shall there be any concerted failure by them to report for duty; nor shall they absent themselves from their work or abstain, in whole or in part, from the full, faithful, and proper performance of all duties of their employment.

Section 3.

Any employee participating in a strike, sit-down, stay-in, slow-down, work stoppage, malingering or any act that interferes with the continuity of police services, shall be subject to discipline, up to and including discharge.

Section 4.

The Union, its officers, agents, members, and employees covered by this Agreement agree that so long as this Agreement is in effect, there shall be no strikes, sit-down, stoppages of work, boycott, or other unlawful acts that interfere with the Employer's operations and they will take affirmative action to prevent and attempt to stop any that occur in disregard of this commitment.

ARTICLE 5 – UNION RIGHTS

Section 1.

The Union, or any committee thereof, shall have right to use the facilities of the police department without charge for Union meetings. Proper clearance for the use of said facilities shall be obtained from the Chief of Police or City Manager prior to the scheduling of the meeting. The meetings shall be conducted in a manner, which shall not prove disruptive to the normal functioning of the police department.

Section 2.

The Chief of Police will provide space within the police department for a bulletin board to be used by the Union for posting non-political notices of interest to its members. The Union will not use the bulletin board for notices prejudicial to any city elected or administrative officials.

Section 3.

Union members' police department personal files shall be kept under direct control of the Human Resource Director at City Hall. The city will not allow anyone other than authorized personnel to read, view, have a copy of, or in any way pursue in whole or in part *a union members' police personal file or any document which may become part of his file*. The city agrees not to divulge the contents of the officer's file without a written release from the officer concerned, except in the case of litigation, arbitration, or any other claims instituted by or involving said officer. An officer may review his own file upon his request.

Section 4.

Members have the same rights to participate in political activity while off duty and out of uniform as any citizens.

Section 5.

The Employer agrees and shall cause its designated agents not to aid, promote, or finance any other labor group or organization which purports to engage in collective bargaining or to make any agreement with any such group or organization for the purpose of undermining the Union or otherwise.

Section 6.

The city may only use part-time officers if they are certified and properly trained.

ARTICLE 6 – MANAGEMENT RIGHTS

The City, in its own behalf, and on behalf of its electors, hereby retains and reserves unto itself, without limitations, all powers, rights, authorities, duties and responsibilities conferred upon and vested in it by the laws and constitutions of the State of Michigan and the United States to manage its affairs, including the determination of quality and

quantity of service to be rendered, the control of materials, tools and equipment to be used as well as the discontinuance of any service, material or method of operation.

Section 1.

Management rights shall include, but not be limited to, such things as:

- a) The right to sub-contract or purchase any or all work processes or services; providing the same will not result in the layoff of bargaining unit employees.
- b) To hire, assign and layoff officers.
- c) To establish, change, combine or discontinue job classification, and prescribe and assign job duties, content, and classifications.
- d) To determine the size of the work force and increase or decrease size.
- e) To establish work schedules.
- f) To install, modify, or change methods of operations and work schedules.
- g) To discipline, suspend and discharge officers for cause.
- h) To adopt, revise and enforce rules and change conditions of employment not covered in the Agreement.
- i) To exercise all other rights and privileges belonging to an incorporated home rule city within the State of Michigan not specifically modified or abridged by this Agreement.

ARTICLE 7 – RESIDENCE

Police personnel may live within a thirty (30) mile radius of the City Police Station. Upon recommendation of the Police Chief and approval of the City Council, the distance may be extended if, in the Chief's judgment, no adverse impact would occur to departmental operations.

In the event legislation is signed into law prohibiting residency requirement this article, in its entirety shall become null and void.

ARTICLE 8 – GRIEVANCE PROCEDURE

Section 1.

A grievance shall be defined as a written complaint by an employee or group of employees concerning the application or interpretation of this Agreement. The employees of the employer having an individual grievance in connection with his work

may ask for a steward to assist him in adjusting the grievance in a manner provided for in the grievance procedure.

Section 2.

Any grievance filed shall refer to the specific provisions of the Agreement or rule and regulation alleged to have been violated and shall set forth the facts pertaining to such alleged violation. All grievances shall also clearly state the employee's desired corrective action and the reason, therefore.

Section 3.

A grievance shall be reduced to writing and shall include the time, date, the alleged contractual violation that is the basis of the grievance, the facts that gave rise to the grievance, the remedy desired, and the signature of the employee.

Step 1 – Grievance shall be presented promptly and, in all cases, not later than five (5) working days following the written notification of all alleged occurrence of the grievance. The grievance shall first be presented to the Chief of Police. The Chief of Police shall acknowledge grievance by entering the time and dated received; a copy of the acknowledged grievance shall be returned to the grievant. The Chief of Police shall give his written answer within five (5) working days after receipt of the grievance.

Step 2 – If the answer in Step 1 is unsatisfactory, the Union may, within five (5) working days after receipt of the Step 1 answer, appeal the grievance to the City Manager. A meeting shall be held as promptly as practical, but no later than two (2) weeks following the date of the Union's request. It shall be the right of either party to have present such attorney's, consultants, or other persons as it shall select. The City Manager shall give written disposition of the grievance to the Union no longer than fifteen (15) days following the grievance hearing before him.

Step 3 – If mediation is sought by either party, a group of three (3) individuals will be chosen, one (1) by the City, one (1) by the Union and one (1) jointly to mediate the dispute.

Step 4 – If mediation is unsuccessful and arbitration is sought, an arbitrator mutually agreed to by the City and the Union shall be selected. If the parties cannot agree upon an arbitrator FMCS shall be consulted to select a neutral arbitrator. The decision of the arbitrator shall be binding on both parties with the expenses or arbitration borne equally by both parties.

Section 4.

The time limits for all Steps of the grievance procedure may be extended or waived by mutual written agreement of the Union and the City.

Section 5.

Failure of either party to follow the steps and time limits as outlined herein shall result in the following:

- a) In the event either party does not appeal the grievance from one step to another within the time limits and fashion required, the grievance shall be considered as being settled based on the last answer.

ARTICLE 9 – SENIORITY

Section 1.

Seniority shall be defined to mean the length of full-time continuous service of any employee since the day and year of the employee's [full-time hire](#).

Section 2.

All bargaining unit employees shall be considered probationary employees for a period of one (1) year from hire date of hire or the date of completion of the required law enforcement training school, whichever date occurs later. After a completion of one (1) year probationary period a certified officer shall be entitled to the grievance procedure.

Section 3.

Seniority shall accumulate until it is terminated for one of the following reasons:

- a) If the employee resigns or retires.
- b) If the employee is discharged for just cause and the discharge is not set aside in the grievance procedure.
- c) If the employee is absent for three (3) consecutive working days without properly notifying the Employer unless a reasonable explanation to the Employer about the absence and failure to notify is given.
- d) If the employee, upon proper notification of recall from layoff, fails to report within or fails to return to work within ten (10) days following notification. Notification to employees by certified mail or telegram delivered to the last address appearing on the employee's record shall be considered proper notice. Each employee shall be responsible for having his proper address on record with the Employer.

Section 4.

The seniority and reemployment rights of any employee who was inducted into the Armed Forces of the United States shall be in accordance with all laws, orders, regulations now in effect in the future governing the same.

Section 5.

Employees who voluntarily transfer from the bargaining unit to an excluded classification within the department during the term of this Agreement, upon being returned to the bargaining unit, shall have retained, but not accumulated, their seniority while working in the excluded classification. They shall have no rights under this Agreement while in the excluded classification.

Section 6.

The employer reserves the right to hire part-time or temporary employees.

ARTICLE 10 – LAYOFF AND RECALL

Section 1.

The term “layoff” means a reduction in the work force.

Section 2.

Layoff of bargaining unit employees shall be by classification in the reverse order of their seniority.

- a) Contracted, part-time or temporary employees.
- b) Remaining seniority employees within the classification affected shall then be laid off in the reverse order of their seniority.

Section 3.

Employee shall receive two (2) weeks (10 working days) written notice from the Employer, with a copy to the Union of any proposed layoff.

Section 4.

When the work force is increased after a layoff, bargaining unit employees will be recalled to bargaining unit positions in inverse order of layoff within their classification. Any employee laid off will have first consideration for reemployment, either part-time or temporary.

ARTICLE 11 – TRADING DAYS

Section 1.

Days or shifts may only be traded with advance approval of the Chief of Police.

ARTICLE 12 – DISCHARGE AND DISCIPLINE

Section 1.

The City shall not discharge, demote, suspend, or discipline any officer without just cause.

Section 2.

A discharged or suspended officer will be allowed to discuss the discipline with a steward, and the City will make available an area where he may do so before he is required to leave the property of the City. Upon request, the Chief of Police or his designee will discuss the discipline with the officer and the steward.

Section 3.

If an employee is suspended or dismissed because of disciplinary action and/or trial board hearings, or because he is charged with the commission of a felony, the Employer will continue to pay the employee's contractual insurance premiums until suspension or dismissal is resolved through arbitration or court decision. And if the Employer's action is upheld, or the employee is found guilty of the charges alleged against him, the employee shall pay the City the money expended for contractual insurance premiums, which monies may be deducted from the employer's pay. Such payments, under Section 3, shall not exceed 120 days.

Section 4.

All documentation of disciplinary matters which do not involve a disciplinary suspension without pay shall be removed from the employee's file after twelve (12) months from the time such discipline is imposed. All documentation of discipline involving a disciplinary suspension shall be removed from the employee's file after 24 months from the time such discipline is imposed.

Section 5.

All officers must maintain MCOLES certification. If they lose certification or do not qualify the city may dismiss the employee at any time.

ARTICLE 13 – REPRIMANDS

Section 1.

The treatment of letters of reprimanded will be as follows:

- a) Each officer shall be informed when such a letter is inserted in his file.
- b) The member shall sign such insert to acknowledge said insertions.
- c) The member may cause to have a statement entered into the file providing for his version, cause, reasons, justification, or explanation for the matter resulting in said reprimand.
- d) Each officer may, at his discretion, request Union representation during the forgoing steps of this procedure.

Section 2.

For purposes of privacy, members shall be allowed to use the department address on all reports and complaints and testimony.

Section 3.

The City shall issue reprimands within 20 working days of discovery for any alleged violation.

ARTICLE 14 – WORK SCHEDULE

Section 1.

The work schedule shall be posted at least fourteen (14) days in advance of the start of the new schedule. In advance of the new schedule, the Chief should be notified in writing of requested special days off. An employee's schedule shall not be changed with less than seven (7) days' notice unless such change is agreed to by the employee and the Chief of police.

Section 2.

Eighty **80** (84) hours in a fourteen (14) day period shall constitute a regular work week for all officers, from Sunday midnight to Sunday midnight, including thirty (30) minutes lunch time per each eight, ten, or twelve (8,10,12) hour shifts.

Section 3.

8, 10, or 12 hours including thirty (30) minutes lunch hour per 8-, 10- or 12-hour work shifts shall constitute a regular workday for all officers. Additionally, there shall be two (2) fifteen (15) minute breaks per 8-, 10- or 12-hour shifts.

Section 4.

Normally, leave days will be consecutive except at the employee's request.

Section 5.

When developing schedules, the city will attempt to accommodate the shift preferences of bargaining unit employees based on their level of seniority. The employer may refuse such accommodation based on legitimate management concerns (i.e emergencies or training purposes.)

ARTICLE 15 – PERSONAL LEAVE DAYS

Section 1.

All full-time employees shall be entitled to three (3) paid personal leave days in any year. **The hours of your personal day will be based on your scheduled shift hours. It is provided further that if an employee wishes to take a personal leave day,** he must notify the Chief at least twenty-four (24) hours in advance. If the employee desires to take more than one (1) personal leave day consecutively, he shall notify the Chief at least seventy-two (72) hours in advance of the first leave day desired. It is further provided that all leave days shall be granted provided that in the judgment of the Chief, such

leave will not interfere in the efficient operation of the department or create problems in the work schedule.

ARTICLE 16 – SALARY

Section 1.

~~Wages for the period July 1, 2022, through June 30, 2025, shall be as follows: (Only for full time bargaining unit employees)~~

~~New Hire Starting Wage — \$21.00/hour~~

~~Deputy Wage Scale:~~

Start	1yr	2yr	3yr
\$ 21.00	\$ 21.63	\$ 22.28	\$ 22.94

~~Wage Increase~~

~~July 1, 2022 3.0%~~

~~July 1, 2023 3.0%~~

~~July 1, 2024 3.0%~~

Section 1.

2022

2023

2024

Start	\$21.00	\$21.42	\$21.85
After year one	\$21.63	\$22.06	\$22.50
After year two	\$22.28	\$22.73	\$23.18
After year three	\$22.95	\$23.41	\$23.88
After year four	\$25.43	\$25.94	\$26.46

Employee Request: Employees are requesting a wage table with annual increase and step increase to be implemented. Table reflects a 3% change between steps and 2% increase annually with proposed starting rate at 21.00. Annual raises to take effect Jan 1 and step increase to take effect on anniversary date. New Employees would be allowed to start at after two year rate when deemed appropriate by the Employer based on experience.

Employer Response: Hold.

Employer Response: Agreed (8/11)

Section 2.

The Sergeant shall receive an hourly pay rate equivalent to 5.04-5% above that of the top patrolman wage.

Section 3.

Full time officers will receive longevity pay, based on the following years of service, to be paid on December 1st of each year:

After 5 years:	\$250
After 7 years:	\$350
After 10 years:	\$500
After 15 years:	\$750

Section 4.

Officers, who attain a college degree from an accredited college or university, shall receive a one-time payment in the following amount:

Bachelor's Degree	\$400 -600
Master's Degree	\$600 -800

Section 5.

Individuals who work in the capacity of Field Training Officer shall be compensated for one full additional hour of straight time wages during any, partial or full, shift in which they accompany a recruit or trainee. This additional compensation will be in addition to any regularly accrued or paid work hours and will not count towards overtime pay calculations.

ARTICLE 17 – OVERTIME

Section 1.

When an officer's hours exceed 84 hours in a 14 day period they shall be paid at the rate of time and one half (1 ½).

Section 2.

Any bargaining unit employee shall have the right to ask for compensatory time at the rate of time and one-half (1 ½). Time which cannot be taken at the employee's request will be paid at the rate of time and one-half (1 ½). Employees will not be permitted to accumulate more than 60 hours comp time.

Employees may only request pay for accumulated compensatory time once per fiscal year. Pay for compensatory shall be at the hourly rate in effect on the date the employee requested payment.

Section 3.

It is agreed that the hours referenced in this article are paid hours and not necessarily limited to those worked. This would include hours for such paid leaves as funeral, sick, holiday and personal.

Section 4.

An employee who is called in for duty on their day off or who is called back to work after completing their regular shift shall receive a minimum of two (2) hours pay or work at the overtime rate.

ARTICLE 18 – HOLIDAYS

Section 1.

In recognition of working holidays, full-time Officers shall receive a lump sum payment on December 1st of each year, equivalent to ~~4~~ 7% of the officer's yearly base pay. Holiday Pay is pro-rated pay for the first year of employment.

ARTICLE 19 – VACATIONS

Section 1.

Vacation time will be earned as set forth in the following schedule: Working days will consist of whatever current shift the employees are working.

- a) After completion of one (1) year of service-five (5) working days, and after completion of the second year of service: ten (10) working days.
- b) After completion of the third year of service and extending through the completion of the fifth year of service: ten (10) working days per year.
- c) After completion of the sixth year of service and extending through the completion of the eighth year of service: fifteen (15) working days per year.
- d) After completion of the ninth year of service and extending through the eleventh year of service: twenty (20) working days per year.
- e) After completion of the twelfth year of service and extending through the fifteenth year of service: twenty-five (25) working days per year.

Section 2.

Vacation time shall accumulate based on monthly accumulation and shall be prorated for partial years of service.

Section 3.

No vacation time may accumulate beyond thirty (30) days (days will consist of the current shift the officers are working, i.e 12 hour shifts will equal 360 hours), unless approved by the Police Chief and the City Manager. All applications for vacation time shall be provided to the Chief of Police in accordance with requirements of section 1,

Article XVI, Work Schedule. Efforts will be made to schedule vacation time in a manner that is agreeable to the employee and the city. Vacation time shall be scheduled giving preference to seniority of employee provided all requests are timely filed.

Section 4.

All employees are encouraged to take their vacation time. Vacation pay can be given in lieu of vacation only in case of an emergency and only with the approval of the City Council. **In the event of excess accumulation (more than thirty [30] days), an employee shall forfeit any additional vacation time earned until the total accumulated reduces to the maximum authorized** unless approved by the City Manager.

If the City denies the use of requested vacation time for purposes of departmental scheduling needs, that employee shall not lose said time and may use the vacation time earned later or receive pay, at the employee's option.

Section 5.

Vacation time may be taken one (1) or two (2) days at a time.

ARTICLE 20 –~~PAY DAY~~ PAY PERIOD

~~Pay Day will be weekly.~~ The employer will provide for pay periods every two weeks. Each employee shall be provided with an itemized statement of his earnings and of all deductions made for any purpose.

ARTICLE 21 –Health Insurance

All full-time union employees hired, and their spouses and dependents will be eligible for health care coverage from the City of Ewart's group health insurance policy. City of Ewart employees shall be required to pay health care coverage premiums set by the City of Ewart, including any costs for their coverage in excess of the cap amount for their coverage category specified under MCL 15.563 and annually adjusted by the Michigan State Treasurer. Cost-share percentages for employee health care coverage will be reviewed annually and may be adjusted at any time. Full-time employees will be eligible for health insurance 30 days after their date of hire. Unless otherwise noted, when employment and seniority is interrupted by lay-off, discharge, resignation, or general leave of absence, health coverage will continue only for the balance of the month or billing period in which such termination occurs, or until the next premium is due, whichever is later. All health insurance coverage is subject to the terms of the applicable health insurance plan.

Section 2.

The City shall provide for Accidental Injury and Injury and Medical Emergency benefits equivalent for each employee and his/her spouse and dependents.

Section 3.

The union will be subject to State of Michigan Public Act 152 of 2011 in which the legislature has set a hard cap for the for medical care for each member of the union as amended annually.

Section 4.

July 01, 2022 through June 30, 2025 the members of the union will have a 20% cost share for medical care.

ARTICLE 22 – SICK PAY/MATERNITY LEAVE

Section 1.

Regular full-time employees shall be provided (8) hours of sick leave per month. When an employee uses sick leave, it shall be deducted from his/her sick leave balance. Employees may donate their sick time leave hours to other employees.

On November 1 of each year, all days over 35 shall be paid at one-half (1/2) of their normal rate of pay for these days. Said request shall be made in writing at least two weeks prior to November 1.

Sick leave absences for a fraction of a day shall be charged proportionately in an amount less not than hour increment.

Any employee absent more than two (2) consecutive workdays due to illness/injury, shall upon Supervisor's request, furnish a physician's statement of incapacity to work. The City reserves the right to have any employee absent due to illness/injury examined by the physician of the City's choice at the City's expense. Conflicts of medical opinion shall be resolved by a mutually acceptable third physician.

Any employee who becomes ill and is unable to report for work (unless circumstances beyond the control for the employee prevent such reporting) shall personally, if able, notify his/her immediate supervisor prior to an hour before the shift starts. The employee on sick leave must also periodically report to his/her supervisor as to his/her status. Failure to comply with the above documentation/reporting requirements may result in sick leave pay being withheld and may serve as possible cause for disciplinary action.

Section 2.

The City shall provide Disability Accident and Sickness Insurance equivalent to 66 2/3% of the officer's straight time base pay to begin thirty (30) days after the accident or sickness and extending for two (2) years thereafter.

Section 3.

Maternity Leave. An employee that becomes pregnant shall notify the Police Chief no later than the fourth month of her pregnancy. The employee shall not be prevented from working during her pregnancy, provided that her physician has filed a statement clearing her for work. If the employee has sick leave or vacation time available, she shall be permitted to use the full amount of each, prior to her delivery or during her recovery period. An employee who is pregnant shall also be permitted up to three months unpaid leave, prior to or after delivery. And her position shall be available to her upon return. Further, an employee whose spouse gives birth shall also be entitled to three months unpaid leave during the first year of birth. This will also apply to adoptive parents with child less than twelve months at the time of adoption.

ARTICLE 23 – LIFE INSURANCE

Section 1.

The city shall provide \$20,000.00 of life insurance.

ARTICLE 24 – RETIREMENT

Section 1.

All Full-Time Police Officers hired before October 21, 2015, are placed in the MERS B-3 Defined Benefit plan with a 5% of gross wage contribution.

All Full-Time Police Officers hired after October 22, 2015, will be placed in the MERS Hybrid Retirement Program (1.5 Multiplier) with a mandatory 1% of gross wage contribution.

Section 2.

The city will continue to provide payroll deductions into the ICMA pension plan should the employee choose to do so.

Section 3.

Base pay for the purpose of this Article shall include the employees paid regularly scheduled hours and paid overtime hours but shall not include additional compensation such as benefit costs, pension contributions, disability payments, etc., but shall include workers disability compensation benefits paid to employees by the City for disabilities that arise out of the course of an employee's employment with the City.

Section 4.

Employees shall remain physically and mentally fit to serve as police officers.

ARTICLE 25 – COURT TIME

Section 1.

All regular full-time officers, while on duty, shall be paid at the regular hourly rate for court time. The city agrees, when the officer is not working a scheduled shift,

transportation in a city car from the city office and returning to the city office will be provided when a car is available. If no car is available, a gas allotment of an amount equal to the current standard permitted for purpose of federal government income tax deduction for out-of-town travel, without designation as excess income, mileage reimbursements will be paid for the use of an officer's personal vehicle. The city will compensate officers for all time spent going to and from any classes related to their job at their appropriate rates of pay as provided by this Agreement. All classes attended under this article will need prior Chief of Police approval.

Section 2.

Schedule will not be changed in an attempt to avoid paying for court time.

Section 3.

Officers may be required to submit a signed court time slip, and all court time must be recorded on a daily log.

Section 4.

When attending court, and not scheduled to work, the pay shall be at time and one half (1 ½) with a minimum of three (3) hours at time and one half (1 ½).

Section 5.

Court time includes prosecution, implied consent hearings, juvenile arraignments, trial and witnesses and all other trials.

ARTICLE 26 – FUNERAL LEAVE

Section 1.

In case of death in the immediate family, a regular full-time officer shall be granted a leave of absence to attend the funeral with for up to three (3) days falling within the period between the time of death and the date of the funeral.

Section 2.

“Immediate Family” is defined as father, mother, sister, brother, husband, wife, child, in-laws, grandparents, and immediate stepfamily members, or a relative residing in the officer's household. For family members not considered immediate the employer will allow for one paid day off to attend the funeral upon approval of the City Manager.

Section 3.

If the funeral is over four hundred (400) miles away, an additional leave day may be taken.

ARTICLE 27 – UNIFORMS, CLOTHING, EQUIPEMNT AND SCHOOLING

Section 1.

Uniform allowance will be \$700 per year which shall be paid on July 1. This amount can be placed into a reimbursement account for the Employee if requested prior to

disbursement for purposes of purchasing equipment. This allowance shall be used for the purpose of cleaning and maintenance of uniforms issued to the officer. This City will purchase an officer's uniforms, equipment, and footwear.

Section 2.

The officer will provide the cleaning and general upkeep of all uniforms and leather goods assigned to him. An officer, whose uniform is irreparably damaged while performing as a police officer, shall be allowed reimbursement for the damaged article if approved by the Chief of Police and City Manager.

Section 3.

The city will make available the time and pay the cost for education needed to maintain certification as a police officer. In addition, the Chief of Police may approve up to 40 hours of instruction time for each officer for approved law enforcement education and the City will pay the cost thereof, including travel time and/or mileage to use personal vehicle when city vehicle is not available.

ARTICLE 28 – LAWSUITS

Section 1. The city agrees to indemnify and save harmless an officer regarding his/her actions and activity while on duty in and for the city, so long as the conduct of said officer is lawful, reasonable, and proper.

Section 2.

Whenever a claim is made or civil action commenced against an officer for injuries to persons or property cause by negligence of the officer or employee while in the course of employment and while acting within the scope of his/her authority, the City will pay for, engage, or furnish the services of an attorney to advise the officer or employee as to the claim and to appear for and represent the officer or employee in the action. The City may compromise, settle, and pay the claim before or after the commencement of a civil action whenever a judgment for damages is awarded against an officer of the City, because of a civil action for personal injuries or property damages caused by the officer while in the course of employment and while acting within the scope of his or her authority.

Section 3.

When a criminal action is commenced against an officer upon the conduct of the officer in the course of employment, if the officer had a reasonable basis for believing that he/she was acting within the scope of his/her authority at the time of the alleged conduct, the City will pay for, engage, or furnish the services of an attorney to advise the officer or employee as to the action and to appear for and represent the officer in the action.

ARTICLE 29 – DURATION OF AGREEMENT

This Agreement shall become effective on, July 1, 2022, and shall continue in effect until and including June 30, 2025, and shall be extended automatically from year to year thereafter unless either party serves notice to the other at least ninety (90) days in advance of intent to terminate or renegotiate the Agreement.

All terms and provisions of this Agreement shall remain in full force and effect throughout the period of this Agreement.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals this _____ day of _____, 2022.

FOR THE POLICE OFFICERS LABOR COUNCIL

FOR THE CITY OF EVART

Chad Wilson, Chief Steward

Pepper Lockhart, City Manager

Open position

Chris Emerick, Mayor

Jason Owen, POLC Representative

Kathy Fiebig, City Clerk

|

AGENDA REPORT

To: Honorable Mayor Emerick and Council members
From: Kathy Fiebig, City Clerk
Date: August 15, 2022
Re: Council Meeting Conflict

For the Agenda of August 23, 2022: Regular Meeting

Background

When the decision was made to change the council's meeting night, we put council in conflict with the November 8 general election.

Issues and Questions Specified

The election will be held in the community room and polls are open until 8pm. Please consider either moving the meeting to another site or changing the day.

Alternatives

None.

Financial Impact

None, unless you choose to rent the community room at the Fairgrounds.

Recommendation

The conflict must be resolved, but I have no preference on whether you choose to move to another site or simply change the day.

Attachments

None.

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/10/2022	751	961 (E)	CONSUMERS ENERGY	UTILITIES	590-538-921.000	1,598.24
		961 (E)		UTILITIES	591-546-921.000	6,614.19
						<hr/> 8,212.43
08/11/2022	751	39247	MERIT LABORATORIES	OUTSOURCED TESTING	591-546-730.000	566.00
08/11/2022	751	39248	STANDARD INSURANCE CO.	OTHER FRINGE BENEFITS	101-301-719.000	203.73
		39248		OTHER FRINGE BENEFITS	101-850-719.000	145.52
		39248		OTHER FRINGE BENEFITS	202-850-719.000	17.46
		39248		OTHER FRINGE BENEFITS	203-850-719.000	11.64
		39248		OTHER FRINGE BENEFITS	590-850-719.000	110.60
		39248		OTHER FRINGE BENEFITS	591-850-719.000	93.14
						<hr/> 582.09
08/11/2022	751	39249	SURPLUS SALES GROUP	OPERATING SUPPLIES	101-441-740.000	91.14
08/11/2022	751	39250	VC3, INC.	COMPUTERS/EQUIPMENT/IT	101-265-932.000	255.45
		39250		COMPUTERS/EQUIPMENT/IT	101-301-932.000	255.45
		39250		COMPUTERS/EQUIPMENT/IT	590-537-932.000	255.45
		39250		COMPUTERS/EQUIPMENT/IT	591-545-932.000	255.45
						<hr/> 1,021.80
08/11/2022	751	962 (E)	FIRST NATIONAL BANK OF OMAHA	EDUCATION AND TRAINING	101-172-957.000	240.00
		962 (E)		POSTAGE & SHIPPING	101-191-741.000	198.40
		962 (E)		OPERATING SUPPLIES	101-242-740.000	90.00
		962 (E)		COMMUNICATIONS	101-265-850.000	5.00
		962 (E)		PUBLISHING/PRINTING	101-265-900.000	79.99
		962 (E)		OFFICE SUPPLIES	101-301-727.000	258.95
		962 (E)		OPERATING SUPPLIES	101-301-740.000	125.52
		962 (E)		COMPUTERS/EQUIPMENT/IT	101-301-932.000	14.99
		962 (E)		EDUCATION AND TRAINING	101-301-957.000	239.77
		962 (E)		COMMUNICATIONS	208-757-850.000	38.59
		962 (E)		MEMBERSHIP AND DUES	590-537-807.000	96.90
		962 (E)		COMMUNICATIONS	590-537-850.000	5.00
		962 (E)		PUBLISHING/PRINTING	590-537-900.000	80.00
		962 (E)		MISCELLANEOUS EXPENSE	590-537-955.000	228.68
		962 (E)		COMMUNICATIONS	591-545-850.000	4.99
		962 (E)		PUBLISHING/PRINTING	591-545-900.000	80.00
		962 (E)		MISCELLANEOUS EXPENSE	591-545-955.000	228.69
		962 (E)		EDUCATION AND TRAINING	591-546-957.000	465.00
		962 (E)		REPAIRS AND MAINTENANCE	661-599-930.000	745.94
						<hr/> 3,226.41
08/11/2022	751	963 (E)	VOID	** VOIDED **		** VOIDED **
08/18/2022	751	39251	HEALY SPORTSWEAR	POP WARNER EXPENSES	101-751-743.501	8,510.00

08/18/2022 04:32 PM
User: JENNIE
DB: CITY OF EVART

CHECK DISBURSEMENT REPORT FOR CITY OF EVART
CHECK DATE FROM 08/10/2022 - 08/23/2022
Banks: 751

Page 2/6

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/18/2022	751	39252	CITY OF EVART	DUE TO GENL - PROPERTY TAX	703-000-214.102	94,230.66
		39252		DUE TO GENL-ADMIN FEE	703-000-214.104	837.58
		39252		RUBBISH PENALTY	703-000-214.210	398.29
		39252		DUE TO S. HEMLOCK ASSESSMENT	703-000-214.325	770.98
		39252		DUE TO NORTH OAK ASSESSMENT	703-000-214.326	2,247.41
		39252		DUE TO SEWER FUND	703-000-214.590	443.85
		39252		DUE TO WATER FUND	703-000-214.591	214.24
						<hr/> 99,143.01
08/18/2022	751	39253	EVART PUBLIC LIBRARY	DUE TO LIBRARY	703-000-214.223	6,280.63
08/18/2022	751	39254	OSCEOLA COUNTY TREASURER	DUE TO STATE EDUCATION TAX	703-000-214.221	39,740.72
		39254		DUE TO COUNTY	703-000-214.222	42,622.40
						<hr/> 82,363.12
08/18/2022	751	39255	STATE OF MICHIGAN	DUE TO STATE EDUCATION TAX	703-000-214.221	1,425.60
08/23/2022	751	39256	ANTHONY GUSHOW & SONS, INC	REPAIRS AND MAINTENANCE	209-276-930.000	4,833.78
08/23/2022	751	39257	BADGER METER COMPANY, INC	PROFESSIONAL SERVICES	590-537-801.000	1,620.00
		39257		PROFESSIONAL SERVICES	591-545-801.000	1,620.00
						<hr/> 3,240.00
08/23/2022	751	39258	BARNETT'S AUTO REPAIR	VEHICLE REPAIR & MAINTENANCE	101-301-931.000	40.55
		39258		PROFESSIONAL SERVICES	661-599-801.000	60.00
		39258		REPAIRS AND MAINTENANCE	661-599-930.000	139.97
						<hr/> 240.52
08/23/2022	751	39259	CIVICPLUS, LLC.	ACCOUNTS PAYABLE	101-000-202.000	1,182.98
08/23/2022	751	39260	COYNE OIL CORPORATION	REPAIRS AND MAINTENANCE	661-599-930.000	304.40
08/23/2022	751	39261	DALDOS, LYNDA	TRAVEL EXPENSES	101-191-860.000	22.50
08/23/2022	751	39262	DEERE CREDIT, INC	CAPITAL OUTLAY-CAPITALIZED	661-599-970.100	1,315.64
08/23/2022	751	39263	DTE ENERGY	UTILITIES	101-265-921.000	67.17
		39263		UTILITIES	101-301-921.000	47.48
		39263		UTILITIES	590-538-921.000	99.52
						<hr/> 214.17
08/23/2022	751	39264	ELECTIONSOURCE	OPERATING SUPPLIES	101-191-740.000	76.28
		39264		PROFESSIONAL SERVICES	101-191-801.000	450.00
						<hr/> 526.28
08/23/2022	751	39265	ELLEN'S EQUIPMENT, INC	REPAIRS AND MAINTENANCE	661-599-930.000	388.82
08/23/2022	751	39266	EVART PARTS PLUS	OPERATING SUPPLIES	661-599-740.000	395.27

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CHECK DISBURSEMENT REPORT FOR CITY OF EVART
CHECK DATE FROM 08/10/2022 - 08/23/2022
Banks: 751

Page 3/6

Check Date	Bank	Check #	Payee	Description	GL #	Amount
08/23/2022	751	39267	HOMETOWN HARDWARE	OPERATING SUPPLIES	101-440-740.000	145.46
		39267		OPERATING SUPPLIES	590-537-740.000	3.49
		39267		OPERATING SUPPLIES	591-545-740.000	3.50
		39267		OPERATING SUPPLIES	591-547-740.000	63.31
						<hr/> 215.76
08/23/2022	751	39268	IMAGEGRAPHICS	REIMBURSEMENT EXPENSE	101-441-768.000	205.66
		39268		OPERATING SUPPLIES	208-757-740.000	119.00
		39268		MISCELLANEOUS EXPENSE	590-537-955.000	133.42
		39268		MISCELLANEOUS EXPENSE	591-545-955.000	133.42
						<hr/> 591.50
08/23/2022	751	39269	INTEGRITY BUSINESS SOLUTIONS	OFFICE SUPPLIES	101-265-727.000	59.68
		39269		OFFICE SUPPLIES	590-537-727.000	59.66
		39269		OFFICE SUPPLIES	591-545-727.000	59.66
						<hr/> 179.00
08/23/2022	751	39270	MEDLER ELECTRONIC CO	REPAIRS AND MAINTENANCE	590-539-930.000	13,205.73
08/23/2022	751	39271	MI DEPT OF TECH, MANAGEMENT &	COMMUNICATIONS	101-301-850.000	500.00
08/23/2022	751	39272	MUNICIPAL SUPPLY CO	OPERATING SUPPLIES	591-547-740.000	285.40
08/23/2022	751	39273	OSCEOLA COUNTY TREASURER	PRIOR YEAR ADJUSTMENT-EXPENSE	101-248-956.000	487.42
08/23/2022	751	39274	PIONEER GROUP	PUBLISHING/PRINTING	101-209-900.000	65.15
08/23/2022	751	39275	REPUBLIC SERVICES #239	PROFESSIONAL SERVICES	101-441-801.000	188.38
		39275		PROFESSIONAL SERVICES	101-526-801.000	12,952.98
		39275		PROFESSIONAL SERVICES	208-757-801.000	50.00
		39275		PROFESSIONAL SERVICES	209-276-801.000	90.00
		39275		PROFESSIONAL SERVICES	590-538-801.000	57.50
		39275		PROFESSIONAL SERVICES	591-546-801.000	57.50
						<hr/> 13,396.36
08/23/2022	751	39276	ROSEBRUGH, ALYSSA	TRAVEL EXPENSES	101-191-860.000	80.00
08/23/2022	751	39277	SMITH LUMBER CO	REPAIRS AND MAINTENANCE	101-440-930.000	62.45
		39277		OPERATING SUPPLIES	101-441-740.000	68.47
		39277		REPAIRS AND MAINTENANCE	101-441-930.000	69.86
		39277		OPERATING SUPPLIES	208-757-740.000	5.50
		39277		REPAIRS AND MAINTENANCE	208-757-930.000	64.34
		39277		OPERATING SUPPLIES	591-547-740.000	72.67
						<hr/> 343.29
08/23/2022	751	39278	SMITH LUMBER CO	OPERATING SUPPLIES	590-537-740.000	4.50
		39278		OPERATING SUPPLIES	591-545-740.000	4.49

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DB: CITY OF EVART

CHECK DISBURSEMENT REPORT FOR CITY OF EVART
CHECK DATE FROM 08/10/2022 - 08/23/2022
Banks: 751

Page 4/6

Check Date	Bank	Check #	Payee	Description	GL #	Amount
						8.99
08/23/2022	751	39279	TAYLOR INSURANCE AGENCY	MEMBERSHIP AND DUES	101-203-807.000	60.00
08/23/2022	751	39280	VC3, INC.	COMPUTERS/EQUIPMENT/IT	101-265-932.000	75.00
		39280		COMPUTERS/EQUIPMENT/IT	101-301-932.000	75.00
		39280		COMPUTERS/EQUIPMENT/IT	590-537-932.000	75.00
		39280		COMPUTERS/EQUIPMENT/IT	591-545-932.000	75.00
						300.00
08/23/2022	751	39281	WAYNE SIMMONS, PH.D.	PHYSICALS/DRUG TESTING	101-301-840.000	750.00
08/23/2022	751	39282	XEROX CORPORATION	PUBLISHING/PRINTING	101-265-900.000	88.89
		39282		COMPUTERS/EQUIPMENT/IT	101-301-932.000	43.88
		39282		PUBLISHING/PRINTING	590-537-900.000	88.90
		39282		PUBLISHING/PRINTING	591-545-900.000	88.90
						310.57
08/23/2022	751	964 (E)	CONSUMERS ENERGY	UTILITIES	101-448-921.000	1,825.33
		964 (E)		UTILITIES	590-538-921.000	2,252.03
		964 (E)		UTILITIES	591-546-921.000	6,364.62
						10,441.98
08/23/2022	751	965 (A)	AFFORDABLE PRINTS	PUBLISHING/PRINTING	101-301-900.000	50.00
08/23/2022	751	966 (A)	DUNCAN, JENNIFER	TRAVEL EXPENSES	101-191-860.000	17.25
08/23/2022	751	967 (A)	MARTIN, DALE	REIMBURSEMENT EXPENSE	101-441-768.000	425.00
08/23/2022	751	968 (A)	PETOSKEY, DORIS	PROFESSIONAL SERVICES	208-757-801.000	350.00
08/23/2022	751	969 (A)	SCOTLAND OIL COMPANY, INC.	GAS AND OIL	101-301-861.000	788.91
		969 (A)		GAS AND OIL	661-599-861.000	1,293.32
						2,082.23
08/23/2022	751	970 (A)	TRACE ANALYTICAL LABORATORIES	OUTSOURCED TESTING	590-538-730.000	188.23
TOTAL - ALL FUNDS						268,420.45

--- GL TOTALS ---

101-000-202.000	ACCOUNTS PAYABLE	1,182.98
101-172-957.000	EDUCATION AND TRAINING	240.00
101-191-740.000	OPERATING SUPPLIES	76.28
101-191-741.000	POSTAGE & SHIPPING	198.40
101-191-801.000	PROFESSIONAL SERVICES	450.00
101-191-860.000	TRAVEL EXPENSES	119.75
101-203-807.000	MEMBERSHIP AND DUES	60.00
101-209-900.000	PUBLISHING/PRINTING	65.15
101-242-740.000	OPERATING SUPPLIES	90.00

Check Date	Bank	Check #	Payee	Description	GL #	Amount
101-248-956.000			PRIOR YEAR ADJUSTMENT-EXPENSE			487.42
101-265-727.000			OFFICE SUPPLIES			59.68
101-265-850.000			COMMUNICATIONS			5.00
101-265-900.000			PUBLISHING/PRINTING			168.88
101-265-921.000			UTILITIES			67.17
101-265-932.000			COMPUTERS/EQUIPMENT/IT			330.45
101-301-719.000			OTHER FRINGE BENEFITS			203.73
101-301-727.000			OFFICE SUPPLIES			258.95
101-301-740.000			OPERATING SUPPLIES			125.52
101-301-840.000			PHYSICALS/DRUG TESTING			750.00
101-301-850.000			COMMUNICATIONS			500.00
101-301-861.000			GAS AND OIL			788.91
101-301-900.000			PUBLISHING/PRINTING			50.00
101-301-921.000			UTILITIES			47.48
101-301-931.000			VEHICLE REPAIR & MAINTENANCE			40.55
101-301-932.000			COMPUTERS/EQUIPMENT/IT			389.32
101-301-957.000			EDUCATION AND TRAINING			239.77
101-440-740.000			OPERATING SUPPLIES			145.46
101-440-930.000			REPAIRS AND MAINTENANCE			62.45
101-441-740.000			OPERATING SUPPLIES			159.61
101-441-768.000			REIMBURSEMENT EXPENSE			630.66
101-441-801.000			PROFESSIONAL SERVICES			188.38
101-441-930.000			REPAIRS AND MAINTENANCE			69.86
101-448-921.000			UTILITIES			1,825.33
101-526-801.000			PROFESSIONAL SERVICES			12,952.98
101-751-743.501			POP WARNER EXPENSES			8,510.00
101-850-719.000			OTHER FRINGE BENEFITS			145.52
202-850-719.000			OTHER FRINGE BENEFITS			17.46
203-850-719.000			OTHER FRINGE BENEFITS			11.64
208-757-740.000			OPERATING SUPPLIES			124.50
208-757-801.000			PROFESSIONAL SERVICES			400.00
208-757-850.000			COMMUNICATIONS			38.59
208-757-930.000			REPAIRS AND MAINTENANCE			64.34
209-276-801.000			PROFESSIONAL SERVICES			90.00
209-276-930.000			REPAIRS AND MAINTENANCE			4,833.78
590-537-727.000			OFFICE SUPPLIES			59.66
590-537-740.000			OPERATING SUPPLIES			7.99
590-537-801.000			PROFESSIONAL SERVICES			1,620.00
590-537-807.000			MEMBERSHIP AND DUES			96.90
590-537-850.000			COMMUNICATIONS			5.00
590-537-900.000			PUBLISHING/PRINTING			168.90
590-537-932.000			COMPUTERS/EQUIPMENT/IT			330.45
590-537-955.000			MISCELLANEOUS EXPENSE			362.10
590-538-730.000			OUTSOURCED TESTING			188.23
590-538-801.000			PROFESSIONAL SERVICES			57.50

Check Date	Bank	Check #	Payee	Description	GL #	Amount
590-538-921.000			UTILITIES		3,949.79	
590-539-930.000			REPAIRS AND MAINTENANCE		13,205.73	
590-850-719.000			OTHER FRINGE BENEFITS		110.60	
591-545-727.000			OFFICE SUPPLIES		59.66	
591-545-740.000			OPERATING SUPPLIES		7.99	
591-545-801.000			PROFESSIONAL SERVICES		1,620.00	
591-545-850.000			COMMUNICATIONS		4.99	
591-545-900.000			PUBLISHING/PRINTING		168.90	
591-545-932.000			COMPUTERS/EQUIPMENT/IT		330.45	
591-545-955.000			MISCELLANEOUS EXPENSE		362.11	
591-546-730.000			OUTSOURCED TESTING		566.00	
591-546-801.000			PROFESSIONAL SERVICES		57.50	
591-546-921.000			UTILITIES		12,978.81	
591-546-957.000			EDUCATION AND TRAINING		465.00	
591-547-740.000			OPERATING SUPPLIES		421.38	
591-850-719.000			OTHER FRINGE BENEFITS		93.14	
661-599-740.000			OPERATING SUPPLIES		395.27	
661-599-801.000			PROFESSIONAL SERVICES		60.00	
661-599-861.000			GAS AND OIL		1,293.32	
661-599-930.000			REPAIRS AND MAINTENANCE		1,579.13	
661-599-970.100			CAPITAL OUTLAY-CAPITALIZED		1,315.64	
703-000-214.102			DUE TO GENL - PROPERTY TAX		94,230.66	
703-000-214.104			DUE TO GENL-ADMIN FEE		837.58	
703-000-214.210			RUBBISH PENALTY		398.29	
703-000-214.221			DUE TO STATE EDUCATION TAX		41,166.32	
703-000-214.222			DUE TO COUNTY		42,622.40	
703-000-214.223			DUE TO LIBRARY		6,280.63	
703-000-214.325			DUE TO S. HEMLOCK ASSESSMENT		770.98	
703-000-214.326			DUE TO NORTH OAK ASSESSMENT		2,247.41	
703-000-214.590			DUE TO SEWER FUND		443.85	
703-000-214.591			DUE TO WATER FUND		214.24	
			TOTAL		268,420.45	

Check Register Report For City Of Evert
For Check Dates 08/10/2022 to 08/23/2022

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
08/17/2022	750	DD6975	BEAM, JOHN	1,250.00	0.00	826.78	Cleared
08/17/2022	750	DD6976	CLARK, RILEE N	480.00	0.00	399.12	Cleared
08/17/2022	750	DD6977	DUNCAN, JENNIFER	932.69	0.00	698.45	Cleared
08/17/2022	750	DD6978	FIEBIG, KATHY	212.31	0.00	187.04	Cleared
08/17/2022	750	DD6979	HIGGINS, JERALD J	493.50	0.00	410.43	Cleared
08/17/2022	750	DD6980	HYDEN, JESSE	840.00	0.00	670.74	Cleared
08/17/2022	750	DD6981	JARRETT, EDWARD C	680.00	0.00	509.69	Cleared
08/17/2022	750	DD6982	LOCKHART, PEPPER L	1,756.59	0.00	1,271.79	Cleared
08/17/2022	750	DD6983	MARTIN, DALE	965.20	0.00	625.98	Cleared
08/17/2022	750	DD6984	MCLACHLAN-WOOSLEY, ROSEMARY M	60.00	0.00	52.86	Cleared
08/17/2022	750	DD6985	MILLER, JEFFERY A	680.00	0.00	478.68	Cleared
08/17/2022	750	DD6986	MUCZYNSKI, PATRICK	1,095.60	0.00	713.62	Cleared
08/17/2022	750	DD6987	MULKERNS, CHRISTINE L	837.50	0.00	648.96	Cleared
08/17/2022	750	DD6988	NEWSOME, LISA R	750.66	0.00	630.20	Cleared
08/17/2022	750	DD6989	PARISH JR., WILLIAM E	340.00	0.00	290.54	Cleared
08/17/2022	750	DD6990	SHERMAN, GREGG A	337.50	0.00	288.59	Cleared
08/17/2022	750	DD6991	SWIFT-ECKERT, TERESA M	185.44	0.00	171.25	Cleared
08/17/2022	750	DD6992	TUPPER, VICTORIA	94.95	0.00	83.65	Cleared
08/17/2022	750	DD6993	WILSON, CHAD W	904.28	0.00	748.81	Cleared
08/17/2022	750	DD6994	ZINGER, ADAM	843.28	0.00	569.31	Cleared
08/17/2022	750	EFT847	FEDERAL 941	2,902.01	2,902.01	0.00	Open
08/11/2022	750	23343	CARLSON, SHEILA DEL	112.50	99.12	0.00	Open
08/11/2022	750	23344	DAKE, MARYANN	195.00	171.80	0.00	Open
08/11/2022	750	23345	DALDOS, LYNDIA	221.25	194.92	0.00	Open
08/11/2022	750	23346	HOPKINS, CONNIE	60.00	55.41	0.00	Open
08/11/2022	750	23347	MADDERN, KATHRYN	195.00	171.80	0.00	Open
08/11/2022	750	23348	ROSEBRUGH, ALYSSA G	126.30	111.27	0.00	Open
08/11/2022	750	23349	SCHWAB, JAMES J	108.75	100.44	0.00	Open
08/11/2022	750	23350	SCHWAB, TERRI L	108.75	100.44	0.00	Open
08/11/2022	750	DD6972	FIEBIG, KATHY	180.00	0.00	158.58	Cleared

Check Register Report For City Of Evert
For Check Dates 08/10/2022 to 08/23/2022

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
08/11/2022	750	DD6973	DUNCAN, JENNIFER	78.75	0.00	71.93	Cleared
08/11/2022	750	EFT844	FEDERAL 941	27.54	27.54	0.00	Open
08/11/2022	750	EFT845	FEDERAL 941	184.50	184.50	0.00	Open
08/10/2022	750	DD6948	BEAM, JOHN	1,250.00	0.00	826.79	Cleared
08/10/2022	750	DD6949	DUNCAN, JENNIFER	932.69	0.00	698.45	Cleared
08/10/2022	750	DD6950	FIEBIG, KATHY	192.31	0.00	169.43	Cleared
08/10/2022	750	DD6951	HIGGINS, JERALD J	514.50	0.00	426.82	Cleared
08/10/2022	750	DD6952	HYDEN, JESSE	840.00	0.00	645.63	Cleared
08/10/2022	750	DD6953	JARRETT, EDWARD C	680.00	0.00	509.70	Cleared
08/10/2022	750	DD6954	LOCKHART, PEPPER L	1,756.59	0.00	1,271.80	Cleared
08/10/2022	750	DD6955	MARTIN, DALE	965.21	0.00	625.98	Cleared
08/10/2022	750	DD6956	MCLACHLAN-WOOSLEY, ROSEMARY M	97.50	0.00	85.90	Cleared
08/10/2022	750	DD6957	MILLER, JEFFERY A	680.00	0.00	478.70	Cleared
08/10/2022	750	DD6958	MUCZYNSKI, PATRICK	1,293.60	0.00	856.00	Cleared
08/10/2022	750	DD6959	MULKERNS, CHRISTINE L	800.00	0.00	619.98	Cleared
08/10/2022	750	DD6960	NEWSOME, LISA R	744.28	0.00	625.25	Cleared
08/10/2022	750	DD6961	PARISH JR., WILLIAM E	272.00	0.00	237.42	Cleared
08/10/2022	750	DD6962	SHERMAN, GREGG A	307.50	0.00	265.15	Cleared
08/10/2022	750	DD6963	SWIFT-ECKERT, TERESA M	323.44	0.00	297.21	Cleared
08/10/2022	750	DD6964	TUPPER, VICTORIA	177.45	0.00	156.33	Cleared
08/10/2022	750	DD6965	WILSON, CHAD W	904.28	0.00	723.67	Cleared
08/10/2022	750	DD6966	ZINGER, ADAM	758.00	0.00	505.13	Cleared
08/10/2022	750	EFT841	FEDERAL 941	2,840.40	2,840.40	0.00	Open

Totals:	Number of Checks:	053	34,569.60	6,959.65	20,532.34
Total Physical Checks:		8			
Total Check Stubs:		45			

Summary of Funds for July 30, 2022											
			CD	CD	CD	CD	MMA				
			Mercantile	MFCU	WMCC	LOSB	Huntington				
		Chemical	ex.12/21/2023	ex.01/03/2024	ex.12/20/2023	ex.12/19/2023					
		Checking	2.90%	3.01%	2.89%	3.39%	0.10%	Totals			
GENERAL	101	\$ 1,165,165.99	\$ 73,837.45	\$ 76,229.66	\$ 75,915.76	\$ 76,430.46	\$30,244.30	\$ 1,467,579.32			
Police Equipment	101.301	\$ 50.00						\$ 50.00			
Cash Equipment Donations	101.200	\$ 3,500.01						\$ 3,500.01			
Recreation-Timber Sale	101.20	\$ 2,786.00						\$ 2,786.00			
Recreation-Youth Bake Sale	207	\$ 338.52						\$ 338.52			
Recreation-Pop Warner	207	\$ 5,453.51						\$ 5,453.51			
Tree Donations	101.204	\$ (1,375.00)						\$ (1,375.00)			
Canine Donations	101.303	\$ 2,734.60						\$ 2,734.60			
Community Policing Fund	101.304	\$ 2,225.00						\$ 2,225.00			
APParrest Fund	101.306	\$ 1,007.50						\$ 1,007.50			
PA 302 FUND	101.308	\$ 3,824.41						\$ 3,824.41			
Economic Dev Ent Fund	101.310	\$ 7,036.91						\$ 7,036.91			
For Sidewalks	101.313	\$ 2,846.50						\$ 2,846.50			
Oil and Gas Lease	101.316	\$ 6,276.00						\$ 6,276.00	\$ 1,328,811.54	****	101 Bank bal. does not include CDs
Petty Cash (in cash draw)	101	\$ 245.05						\$ 245.05	\$ 1,534,772.63	101	GENERAL FUND
Other Parks/Recreation	207	\$ (1,048.13)						\$ (1,048.13)	\$ (1,048.13)		Other Parks/Recreation
Riverside Campground	208	\$ 4,564.15						\$ 4,564.15	\$ 4,564.15		Riverside Campground
Cemetery	209	\$ 123,425.57						\$ 123,425.57	\$ 123,425.57		Cemetery
MAJOR STREETS	202	\$ 860,539.54	\$ 3.48	\$ 4.35	\$ 4.24	\$ 4.41	\$1.24	\$ 860,557.26	\$ 860,557.26	202	MAJOR STREETS FUND
LOCAL STREETS	203	\$ 205,088.91	\$ 3,041.41	\$ 3,140.37	\$ 3,128.81	\$ 3,148.34	\$ 1,245.76	\$ 218,793.60	\$ 218,793.60	203	LOCAL STREETS FUND
SEWER	590	\$ 1,372,805.34	\$ 5,018.75	\$ 5,182.22	\$ 5,163.13	\$ 5,195.39	\$2,055.65	\$ 1,395,420.48	\$ 1,395,420.48	590	SEWER FUND
WATER	591	\$ 2,522,910.73	\$ 126,269.90	\$ 130,374.87	\$ 129,894.80	\$ 130,704.69	\$51,720.75	\$ 3,091,875.74	\$ 3,091,875.74	591	WATER FUND
FIRE VEHICLE	663	\$ -	\$ 6,551.55	\$ 6,764.13	\$ 6,739.25	\$ 6,781.20	\$ 2,683.61	\$ 29,519.74	\$ 29,519.74	663	FIRE VEHICLE FUND
POLICE VEHICLE	664	\$ 1.71	\$ 0.05	\$ 0.05	\$ 0.05	\$ 0.05	\$ 0.04	\$ 1.95	\$ 1.95	664	POLICE VEHICLE FUND
EQUIPMENT POOL	661	\$ 331,792.88	\$19,321.63	\$ 19,949.86	\$ 19,876.37	\$ 20,000.34	\$ 7,914.28	\$ 418,855.36	\$ 418,855.36	661	EQUIPMENT POOL FUND
TRUST & AGENCY	701	\$ 0.51	\$ 507.86	\$ 524.20	\$ 522.30	\$ 525.53	\$ 208.04	\$ 2,288.44	\$ 2,288.44	701	TRUST AND AGENCY
SUMMER TAX FUND	703	\$ 56,649.47						\$ 56,649.47	\$ 56,649.47	703	SUMMER TAX FUND
WINTER TAX FUND	704	\$ 3.08						\$ 3.08	\$ 3.08	704	WINTER TAX FUND
CEM TRUST FUND	711	\$ 17,260.96	\$ 30,177.18	\$ 31,157.37	\$ 31,042.73	\$ 31,236.15	\$ 12,360.87	\$ 153,235.26	\$ 153,235.26	711	CEMETERY TRUST FUND
PAYROLL FUND	750	\$ 10,008.81						\$ 10,008.81	\$ 10,008.81	750	PAYROLL FUND
VENDOR FUND	751	\$ 12.07						\$ 12.07	\$ 12.07	751	VENDOR FUND
TOTALS		\$ 6,706,130.60	\$ 264,729.26	\$ 273,327.08	\$ 272,287.44	\$274,026.56	\$108,434.54	\$ 7,898,935.48	\$ 7,898,935.48		

PERIOD ENDING 07/31/2022

GL NUMBER	DESCRIPTION	PREVIOUS MONTH		END BALANCE
		BALANCE		07/31/2022
		NORMAL	(ABNORMAL)	NORMAL (ABNORMAL)
Fund 101 - GENERAL FUND				
Assets				
Dept 000 - 728				
101-000-001.000	CASH	1,217,703.49		1,165,165.99
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	30,241.73		30,244.30
Total Dept 000 - 728		1,587,307.56		1,534,772.63
TOTAL ASSETS		1,587,307.56		1,534,772.63
Fund 202 - MAJOR STREET				
Assets				
Dept 000 - 728				
202-000-001.000	CASH	846,540.02		860,539.54
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		846,557.74		860,557.26
TOTAL ASSETS		846,557.74		860,557.26
Fund 203 - LOCAL STREET				
Assets				
Dept 000 - 728				
203-000-001.000	CASH	201,225.18		205,088.91
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	1,245.65		1,245.76
Total Dept 000 - 728		214,929.76		218,793.60
TOTAL ASSETS		214,929.76		218,793.60
Fund 207 - OTHER PARKS/RECREATION FUND				
Assets				
Dept 000 - 728				
207-000-001.000	CASH	(1,477.28)		(1,048.13)
Total Dept 000 - 728		(1,477.28)		(1,048.13)
TOTAL ASSETS		(1,477.28)		(1,048.13)

PERIOD ENDING 07/31/2022

GL NUMBER	DESCRIPTION	PREVIOUS MONTH	END BALANCE
		BALANCE	07/31/2022
		NORMAL (ABNORMAL)	NORMAL (ABNORMAL)
Fund 208 - RIVERSIDE CAMPGROUND FUND			
Assets			
Dept 000 - 728			
208-000-001.000	CASH	4,504.76	4,564.15
Total Dept 000 - 728		4,504.76	4,564.15
TOTAL ASSETS		4,504.76	4,564.15
Fund 209 - CEMETERY FUND			
Assets			
Dept 000 - 728			
209-000-001.000	CASH	118,422.25	123,425.57
Total Dept 000 - 728		118,422.25	123,425.57
TOTAL ASSETS		118,422.25	123,425.57
Fund 590 - SEWER FUND			
Assets			
Dept 000 - 728			
590-000-001.000	CASH	1,372,245.26	1,372,805.34
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	2,055.48	2,055.65
Total Dept 000 - 728		1,394,860.23	1,395,420.48
TOTAL ASSETS		1,394,860.23	1,395,420.48
Fund 591 - WATER FUND			
Assets			
Dept 000 - 728			
591-000-001.000	CASH	2,511,269.66	2,522,910.73
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	51,716.36	51,720.75
Total Dept 000 - 728		3,080,230.28	3,091,875.74
TOTAL ASSETS		3,080,230.28	3,091,875.74
Fund 661 - EQUIPMENT POOL FUND			
Assets			
Dept 000 - 728			
661-000-001.000	CASH	328,345.67	331,792.88
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	7,913.61	7,914.28
Total Dept 000 - 728		415,407.48	418,855.36
TOTAL ASSETS		415,407.48	418,855.36
Fund 663 - FIRE VEHICLE			
Assets			
Dept 000 - 728			
663-000-003.001	CD - MERCANTILE BANK	6,551.55	6,551.55

PERIOD ENDING 07/31/2022

GL NUMBER	DESCRIPTION	PREVIOUS MONTH		END BALANCE
		BALANCE		07/31/2022
		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	2,683.38		2,683.61
Total Dept 000 - 728		29,519.51		29,519.74
TOTAL ASSETS		29,519.51		29,519.74
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	208.02		208.04
Total Dept 000 - 728		2,288.42		2,288.44
TOTAL ASSETS		2,288.42		2,288.44
Fund 703 - SUMMER TAX				
Assets				
Dept 000 - 728				
703-000-001.000	CASH	1.45		56,649.47
Total Dept 000 - 728		1.45		56,649.47
TOTAL ASSETS		1.45		56,649.47
Fund 704 - WINTER TAX				
Assets				
Dept 000 - 728				
704-000-001.000	CASH	3.08		3.08
Total Dept 000 - 728		3.08		3.08
TOTAL ASSETS		3.08		3.08
Fund 711 - CEMETERY TRUST FUND				
Assets				
Dept 000 - 728				
711-000-001.000	CASH	17,159.51		17,260.96
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

Page: 4/4

PERIOD ENDING 07/31/2022

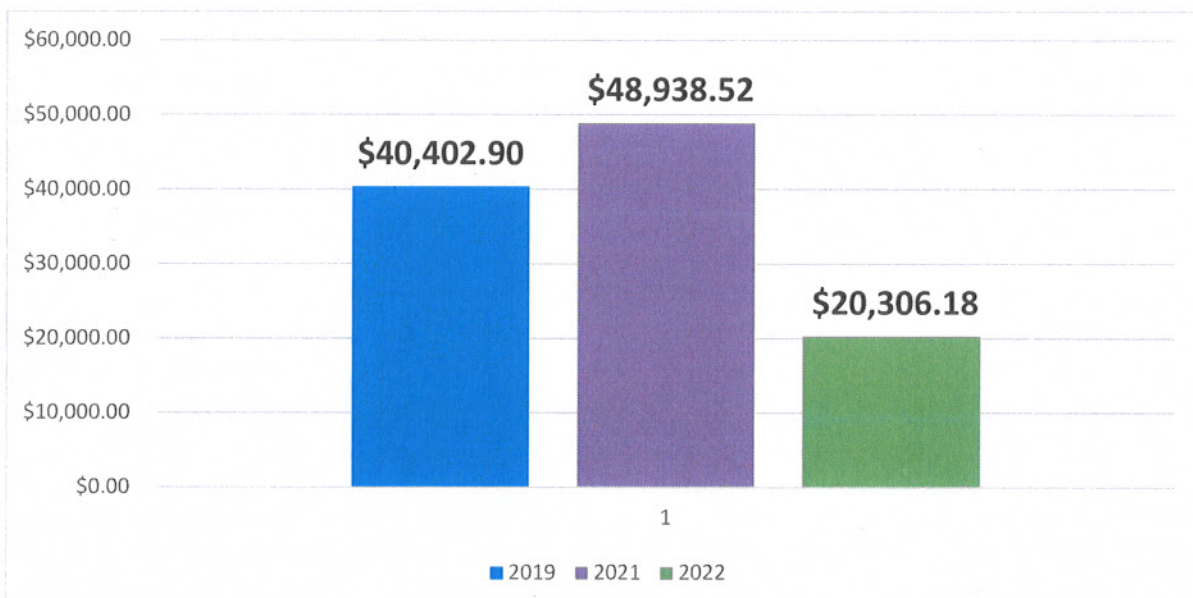
GL NUMBER	DESCRIPTION	PREVIOUS MONTH BALANCE		END BALANCE 07/31/2022
		NORMAL	(ABNORMAL)	NORMAL (ABNORMAL)
Fund 711 - CEMETERY TRUST FUND				
Assets				
711-000-003.004	CD - LAKE OSCEOLA STATE BANK	31,236.15		31,236.15
711-000-005.005	MMA- HUNTINGTON BANK	12,359.82		12,360.87
Total Dept 000 - 728		153,132.76		153,235.26
TOTAL ASSETS		153,132.76		153,235.26
Fund 750 - PAYROLL				
Assets				
Dept 000 - 728				
750-000-001.000	CASH	10,836.48		10,008.81
Total Dept 000 - 728		10,836.48		10,008.81
TOTAL ASSETS		10,836.48		10,008.81
Fund 751 - VENDOR ACCOUNT				
Assets				
Dept 000 - 728				
751-000-001.000	CASH	8.99		12.07
Total Dept 000 - 728		8.99		12.07
TOTAL ASSETS		8.99		12.07

ELECTRIC COMPARISON REVIEW FOR JULY 2021-2022		
	WATER	SEWER
2021	\$ 6,843.07	\$ 3,995.24
2022	\$ 6,990.50	\$ 2,198.63
DIFFERENCE/SAVINGS	\$147.43	\$1,796.61

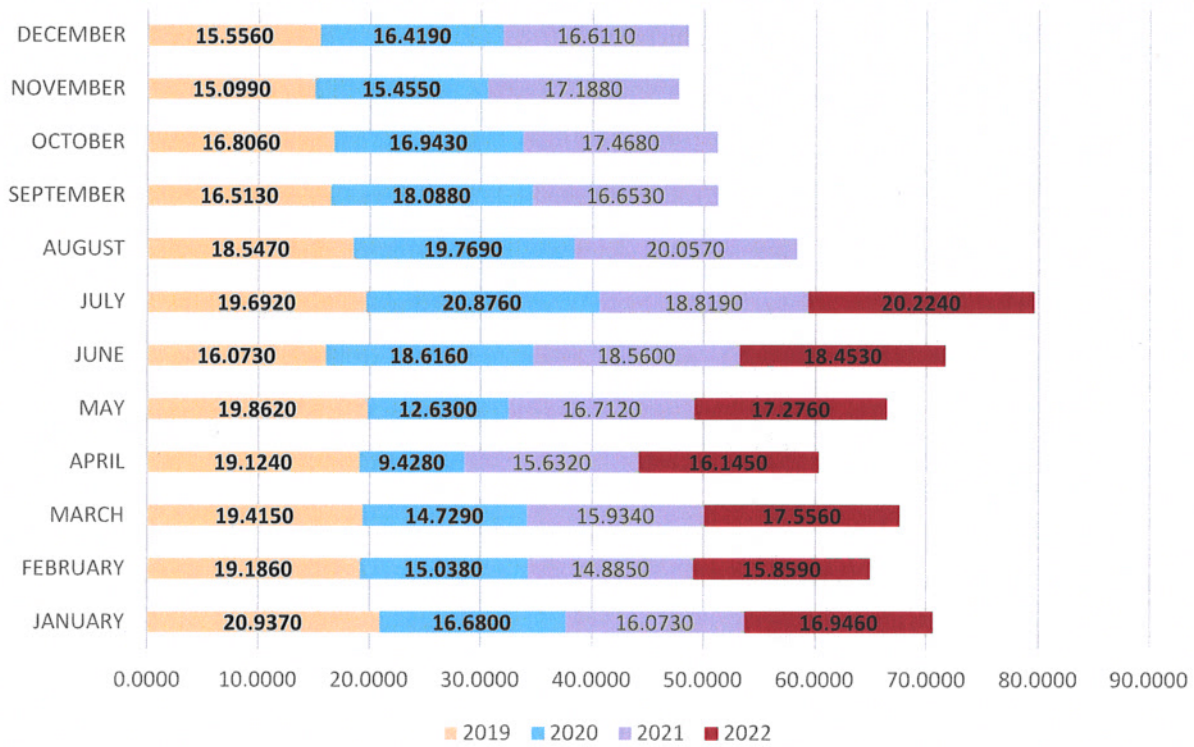
SEWER ELECTRIC COST COMPARED TO PRIOR TWO YEARS (MONTH BY MONTH)



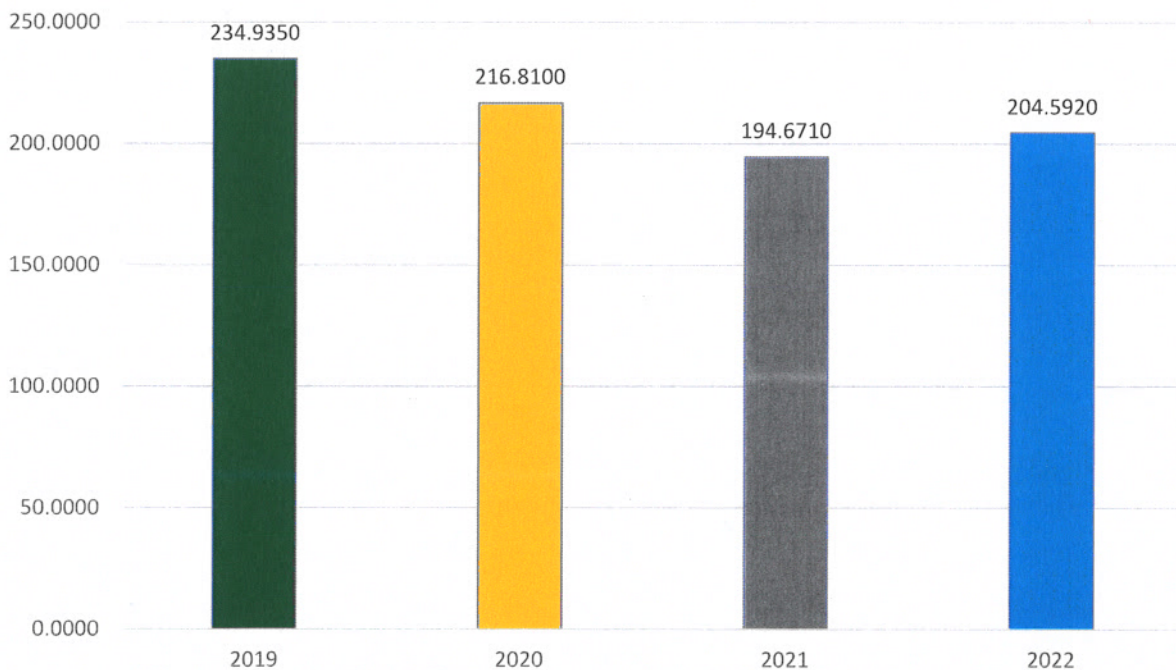
SEWER ELECTRIC COST (CURRENT MONTHS USAGE COMPARED TO PAST ANNUAL COSTS)



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

July 2022

Trainings

Jesse Hyden will begin Kirtland Community College's police academy on August 8, 2022.

Community Events

Chief John Beam Jr. passed out treats at the Independence Day parade.



Officer Chad Wilson lead the parade driving our patrol car with holiday decorations.



News

The Evart Police Department is preparing to switch to a new records management system called Zuercher. Training to be completed in August and the plan is to go live in September.

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
Full Time Officer in Training	Jesse Hyden	39-03

Administrative Staff

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

July Incidents

TOTAL ACTIVITIES	
OFFICER	TOTAL ACTIVITIES
Beam, John Jr.	48
Higgins, JJ	136
Wilson, Chad	228
TOTAL:	412

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

ASSISTS	
AGENCY	NUMBER OF ASSISTS
Assist Citizen	18
Assist Fire	5
Assist MIC Unit	7
Assist OCSD	3
Assist Police Agency	2
TOTAL:	35

ACCIDENTS	
TYPE	NUMBER OF ACCIDENTS
Accident - Hit and Run	1
Accident - PD	1
Accident - Private Property	1
TOTAL:	3

TRAFFIC VIOLATIONS			
OFFICER	Traffic Complaint/Hazard	Traffic Stop Citation	Traffic Stop Verbal Warning
Beam, John Jr.	0	0	1
Higgins, JJ	4	1	4
Wilson, Chad	1	0	1
TOTAL:	5	1	6

ORDINANCE VIOLATIONS		
OFFICER	ORDINANCE VIOLATIONS	ORDINANCE COUNT
Wilson, Chad	Ordinance Violation - Warning	1
TOTAL:		1



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

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



REGULAR DDA MEETING AGENDA Tuesday, August 9, 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 – July 12, 2022**
7. **Approval Special Meeting Minutes – July 26, 2022**
8. **Vendor's List - July 2022**
9. **President's Comments**
10. **Director's Comments**
11. **City Manager's Comments**
12. **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

Promotion

- a. Shop Local
- b. Summer Arts Series
 - i. Jake Slater August 20, 2022 at Evart Depot 5:30-7:30 pm
 - ii. Sand Bobs August 13, 2022 at the EFM: A. Hunter

- iii. Sand Bobs August 27, 2022 at the EFM: A. Hunter
- iv. Slick Jimmy September 3, 2022 at Evert Depot 6-8 pm
- v. Sweet Adelines September 10, 2022 at EFM
- vi. Lisa Mac September 24, 2022 at EFM

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 Pulse Survey & Administration to Community

13. New Business

- a. Eagle Village Hanley Christmas Display
- b. Wayfinding Signage – ProImage Design
- c. Evaluation Form for contracted positions
- d. Revitalization of 4 Point Committees and project sub-committees
- e. Sale of 211 N Main Street Property

14. Citizens' Comments

15. Adjournment



EVART DOWNTOWN DEVELOPMENT AUTHORITY

Tuesday July 12, 2022 8:00 AM
200 South Main Street; Evart, MI 49631

BOARD MEETING MINUTES



1. **Meeting called to order** by Bengry at 8:00am
2. **Attendance:** Alan Bengry, Molly Cataldo, Lynn Salinas, June-Marie Essner, Todd Bruggema, Pepper Lockhart
Absent: Erica Henry, Jason O'Dell, Sandy Szeliga
3. **Guests:** Angela Hunter, Connie DerMott
4. **Citizen Comments:** None
5. **Approval of agenda** as presented.
6. **Approval of Minutes:** Moved Cataldo by, supported by Salinas for approval of June 14, 2022 Regular Meeting Minutes.
Ayes: 6 Nays: 0 Result: Carried
7. **Approval of Vendor List:** Moved by Salinas, supported by Essner for approval of Vendor List for June 2022 in the amount of \$7,408.91 and EFM amount of \$976.17.
Ayes: 6 Nays: 0 Result: Carried
8. **President's Comments:** City Council approved revised Director contract.
Moved Cataldo by, supported by Salinas for approval of revised director contract.
Ayes: 6 Nays: 0 Result: Carried
9. **Director's Comments:** Director requested ideas for possible board members. There is possibility of some building/properties donated to the DDA.
10. **City Manager's Comments:** Lockhart requested DDA/MMS Board to consider allowing Bruggema to be Assistant City Manager. The city needs a DPW director. There have been some applications received.
11. **Committee Updates**
Economic Vitality
 - a. Farmers Market: June vendor sales were \$9,440. There is an average of 20 vendors with July 4th having 30. EFM is on a peoples choice Best Farm Market. This is national and in MI the EFM is currently 3rd. J. Hunter made a QR code to make it easy for customers to vote for the EFM
 - b. Pop-Up: 4-C's Cookies is in the Pop-up for July.
 - c. Business Recruitment Primer: Waiting for building inventory from assessor.

Design

- a. SBEL: Final Draft should be this week and will be sent to Williams and Works once received.
- b. Benches/Bike Racks: Bike Racks are finished and set One by 6th and Main and one by the Depot.
- c. Way Finding Signage: Bruggema is in contact with MDOT.

Promotion

- a. Shop Local: Juneberry Cottage is part of a Bus Shop Hop and working with Main St businesses.
 - b. 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. Jake Slater August 20, 2022 5:30-7:30pm:
 - ii. Sand Bobs August 27, 2022 at the EFM: A. Hunter
- Other performers for balance of 2022 funds: Bruggema is still looking. Board gave some ideas.

Organization

- a. Board Recruiting: Previously discussed
- b. Volunteers: Bruggema will be using the volunteer base from the Sesquicentennial and hopefully be able to build on it.

13. Old Business

- a. Development Plan and Tax Increment Financing Plan: Board met with Brad from William and Works July 7th for the district walk about. Residential property owners in the DDA District need to be notified for a public meeting regarding the tax assessment.
- b. New Business Welcome: No new action
- c. MS Accreditation Process: Board went through parts 3 & 4 on the Main Street Self-Assessment Tool after new business completed so guest could leave if they wished.
- d. 2022-2023 Budget: City Council approved proposed budget.
Moved Salinas by, supported by Lockhart for approval of 2022-2023 Budget.
Ayes: 6 Nays: 0 Result: Carried
Budget Amendment: Moved by Salinas, supported by Lockhart to approve the budget amendments for the DDA and EFM.
Ayes: 6 Nays: 0 Result: Carried

14. New Business

- a. PO Box 668 renewal: It was decided to renew the PO Box for 6 month to allow for transition to 220 S Main Street address and keep everything easier for the EFM mail through the current season.
- b. Main Street Pulse Survey: Bruggema will send the survey for the board to review.
- c. Standards 5 & 6 Main Street Self-Assessment: Board reviewed last two standards.

15. Citizen's Comments: Hunter shared that Chris Elliott came to the EFM to purchase produce for his restaurant and intends to do this through the season.

DerMott shared she sees the board doing a great job to improve downtown. She is still very interested in locating on Main St.

16. Adjournment: Motion made by Lockhart, supported by Salinas to adjourn at 9:43am.

Ayes: 8

Nays: 0

Result: Carried

Respectfully submitted, June-Marie Essner, secretary



EVART DOWNTOWN DEVELOPMENT AUTHORITY

Tuesday July 26, 2022 9:00 AM
140 North Main Street; Evart, MI 49631

SPECIAL MEETING MINUTES



1. **Meeting called to order** at 9:00am
2. **Attendance:** Molly Cataldo, Lynn Salinas, June-Marie Essner, Todd Bruggema, Pepper Lockhart and
Via Zoom: Alan Bengry, Laura Krizov (MEDC), Leigh Young (MEDC)
3. **Guests:** None
4. **Citizen Comments:** None
5. **Purpose of Meeting**
 1. Discuss partnership with City and DDA/MMS Director as partial employee.
Lockhart and Bruggema presented the concept of having Bruggema be an employee for the city along with the DDA/MMS duties. MMS requires a full-time director. After much discussion it was agreed that Bruggema could be an Economic Development Director for the City while still being considered a full-time DDA/MMS director. Lockhart will present this to the City Council at their meeting July 26, 2022.
 2. Discuss Technology/Website Upgrade.
A grant was awarded by Locable to create an upgraded website for Evart Main Street. Krizov and Young mentioned other communities which use this service and offered contact information for any questions. To host the site and help with marketing services after the website is completed, there is an annual fee of \$3,700. The cost will be offset by being able to remove some current redundant services. It was agreed to accept the grant and move forward.
16. **Adjournment:** Motion made by Salinas, supported by Lockhart to adjourn at 9:27am.
Ayes: 6 Nays: 0 Result: Carried

Respectfully submitted, June-Marie Essner, secretary

Downtown Development Authority Vendors List/Payroll - July 2022

VENDOR	PURPOSE	AMOUNT	PAID	DATE
SESAC	Music Performce License 2022-2023	\$ 513.00	ACH	7/5/2022
Todd Bruggema	Payroll	\$ 1,854.39	ACH	7/6/2022
Federal 941 -IRS	Tax Payment	\$ 611.30	EFT	7/6/2022
Maestro		\$ 50.00	ACH	7/11/2022
City of Evert	Utility Bill	\$ 50.94	ACH	7/15/2022
Consumers Energy	Electric Bill	\$ 47.64	ACH	7/18/2022
Todd Bruggema	Payroll	\$ 1,589.67	ACH	7/20/2022
Federal 941 - IRS	Tax Payment	\$ 478.33	ACH	7/20/2022
Unemployment Agency	Quarterly	\$ 3.00	ACH	7/21/2022
Smith Lumber	Hardware for Banners and Bike Racks	\$ 114.08	CK# 5682	7/21/2022
US Post Office	Post Office Box Fee	\$ 31.00	CK# 5683	7/21/2022
Williams and Works	Planning/Zoning Professional Services	\$ 25.00	CK# 5684	7/21/2022
Savvy Media	Social Media	\$ 150.00	CK# 5685	7/26/2022
Locable	DDA Website	\$ 1,300.00	CK# 5686	7/26/2022
Michigan Municipal League	DDA Director Search Publication FY 21-22	\$ 37.00	CK#5687	7/26/2022
Verizon	Cell Phone	\$ 77.88	ACH	7/26/2022
Total		\$ 6,933.23		

Farmer's Market Vendors List - July 2022

Wilford Miller	Farmer's Market Vendors	\$ 130.00	CK# 2233	7/5/2022
Thomas Bennett	Farmer's Market Vendors	\$ 6.00	ACH	7/6/2022
Denise Custer	Farmer's Market Vendors	\$ 40.00	ACH	7/6/2022
Karen Fenton	Farmer's Market Vendors	\$ 32.00	ACH	7/6/2022
Steve Fenton	Farmer's Market Vendors	\$ 18.00	ACH	7/6/2022
Rock Road Farms	Farmer's Market Vendors	\$ 4.00	ACH	7/6/2022
Kathy Wicke	Farmer's Market Vendors	\$ 271.00	ACH	7/6/2022
Angela Hunter	Farm Market Manager	\$ 400.00	ACH	7/6/2022
Stacey Ancans	Farmer's Market Vendors	\$ 7.00	CK# 2234	7/20/2022
Thomas Bennett	Farmer's Market Vendors	\$ 49.00	ACH	7/20/2022
Jodi Dehate	Farmer's Market Vendors	\$ 21.00	ACH	7/20/2022
Karen Fenton	Farmer's Market Vendors	\$ 32.00	ACH	7/20/2022
Steve Fenton	Farmer's Market Vendors	\$ 30.00	ACH	7/20/2022
Growing Fab 4-H	Farmer's Market Vendors	\$ 24.00	ACH	7/20/2022
Wilford Miller	Farmer's Market Vendors	\$ 203.00	ACH	7/20/2022
Rock Road Farms	Farmer's Market Vendors	\$ 13.00	ACH	7/20/2022
Brian Roderick	Farmer's Market Vendors	\$ 18.00	ACH	7/20/2022
Kathy Wicke	Farmer's Market Vendors	\$ 399.00	ACH	7/20/2022
Affordable Prints	Copies/Posters/Signs with Stakes	\$ 45.50	CK# 2235	7/21/2022
Total		\$ 1,742.50		

08/02/2022 10:11 AM
User: JENNIE
DB: City Of Evart

BANK RECONCILIATION FOR CITY OF EVART
Bank 248 (EVART DDA MAIN CHECKING)
FROM 07/01/2022 TO 07/31/2022
Reconciliation Record ID: 1388
Finalized

Page 1/1

Beginning GL Balance:	104,254.47
Less: Cash Disbursements	(1,657.08)
Less: Payroll Disbursements	(4,533.69)
Less: Journal Entries/Other	(271.14)

Ending GL Balance:	97,792.56
--------------------	-----------

Ending Bank Balance:	99,661.10
----------------------	-----------

Add: Deposits in Transit	0.00
--------------------------	------

Less: Outstanding Checks	
--------------------------	--

AP Checks

Check Date	Check Number	Name	Amount
01/07/2020	5591	EVART PHARMACY	25.00
04/16/2020	5596	7TH STREET COFFEE CO	41.00
07/26/2022	5686	LOCABLE	1,300.00
07/26/2022	5687	MICHIGAN MUNICIPAL LEAGUE	37.00

Payroll Checks

Check Date	Check Number	Name	Amount
12/17/2019	5589	STATE OF MICHIGAN	141.36
06/30/2020	5604	VANGAURD GROUP	324.18

Total - 6 Outstanding Checks:	1,868.54
Adjusted Bank Balance	97,792.56
Unreconciled Difference:	0.00

REVIEWED BY:

J. Duncan

DATE:

8/2/22



EVART DDA
PO BOX 668
EVART MI 49631-0668

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Huntington Public Funds Hybrid Checking

Account: -----1020

Statement Activity From:
07/01/22 to 07/31/22

Days in Statement Period 31
Average Ledger Balance* 101,823.91
Average Collected Balance* 101,823.91

* The above balances correspond to the
service charge cycle for this account.

Beginning Balance	\$106,571.01
Credits (+)	471.32
Regular Deposits	470.48
Interest Earned	0.84
Debits (-)	7,381.23
Regular Checks Paid	2,105.08
Electronic Withdrawals	1,269.09
Other Debits	4,007.06
Ending Balance	\$99,661.10

Deposits (+)

Account:-----1020

Date	Amount	Serial #	Type	Date	Amount	Serial #	Type
07/06	470.48	162307781	Brch/ATM				
		250.00	Pspup Rent - July				
		220.48	Donations				

Other Credits (+)

Account:-----1020

Date	Amount	Description
07/15	0.84	INTEREST PAYMENT

Checks (-)

Account:-----1020

Date	Amount	Check #	Date	Amount	Check #
07/05	150.00	5679	07/22	114.08	5682
07/05	835.00	5680	07/29	25.00	5684*
07/05	800.00	5681	07/28	150.00	5685
07/29	31.00	5681* 5683			

(*) Indicates the prior sequentially numbered check(s) may have 1) been voided by you 2) not yet been presented 3) appeared on a previous statement or 4) been included in a list of checks.

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**Other Debits (-)****Account:-----1020**

Date	Amount	Description
07/05	513.00	PURCHASE SESAC SESAC 8662185823 TN XXXXXXXXXXXX3457
07/05	1,854.39	ACH SETTLMT REL DATE_FUND HNB HVACH EVART DDA
07/06	611.30	IRS USATAXPYMT 070622 270258744061905
07/11	50.00	PURCHASE MAESTRO COMMUNITY MANA MAESTRO COMMUNITY MANA 2173916094 IL XXXXXXXXXXXX5551
07/15	50.94	CITY OF EVART UTIL BILL 220711 06890-001
07/18	47.64	CONSUMERS ENERGY ENERGYBILL 220715 103036764720
07/19	1,589.67	ACH SETTLMT REL DATE_FUND HNB HVACH EVART DDA
07/20	478.33	IRS USATAXPYMT 072022 270260180088330
07/21	3.00	MI UIA TAX STATE OF M 220720 043000097496274
07/26	77.88	VERIZON WIRELESS PAYMENTS 220726 044221717200001

Balance Activity**Account:-----1020**

Date	Balance	Date	Balance	Date	Balance
06/30	106,571.01	07/18	102,130.06	07/26	99,867.10
07/05	102,418.62	07/19	100,540.39	07/28	99,717.10
07/06	102,277.80	07/20	100,062.06	07/29	99,661.10
07/11	102,227.80	07/21	100,059.06		
07/15	102,177.70	07/22	99,944.98		

In the Event of Errors or Questions Concerning Electronic Fund Transfers (electronic deposits, withdrawals, transfers, payments, or purchases), please call either 1-614-480-2001 or call toll free 1-800-480-2001, or write to The Huntington National Bank Research - EA4W61, P.O. Box 1558, Columbus, Ohio 43216 as soon as you can, if you think your statement or receipt is wrong or if you need more information about an electronic fund transfer on the statement or receipt. We must hear from you no later than 60 days after we sent you the FIRST statement on which the error or problem appeared.

1. Tell us your name, your business's name (if appropriate) and the Huntington account number (if any).
2. Describe the error or the transaction you are unsure about, and explain as clearly as you can why you believe there is an error or why you need more information.
3. Tell us the dollar amount of the suspected error. We will investigate your complaint or question and will correct any error promptly.

Verification of Electronic Deposits If you authorized someone to make regular electronic fund transfers of money to your account at least once every sixty days, you can find out whether or not the deposit has been received by us, call either 1-614-480-2001 or call toll free 1-800-480-2001.

Balancing Your Statement - For your convenience, a balancing page is available on our web site <https://www.huntington.com/pdf/balancing.pdf> and also available on Huntington Business Online.

Deposits - Name	Purpose	Account	Amount	Check #	Date	Deposit Date
4C's Cookies & More	JulyPop up Rent	248-395-685-001		250	6/29/2022	7/5/2022
Bob Marshall Concert	Donations	248-395-685-810	220.48		7/2/2022	7/5/2022
		248-395-				
		248-395-				
		248-395-				
		248-395-				
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		248-395-				
	Total for Month		470.48			

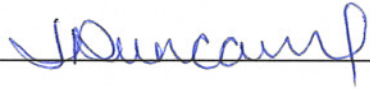
08/02/2022 10:12 AM
User: JENNIE
DB: City Of Evart

BANK RECONCILIATION FOR CITY OF EVART
Bank 249 (EVART DDA MONEY MARKET ACCOUNT)
FROM 07/01/2022 TO 07/31/2022
Reconciliation Record ID: 1389
Finalized

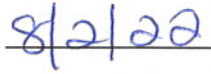
Page 1/1

Beginning GL Balance:	116,227.75
Add: Journal Entries/Other	0.95
<hr/>	
Ending GL Balance:	116,228.70
Ending Bank Balance:	116,228.70
Add: Deposits in Transit	0.00
Less: Outstanding Checks	
Total - 0 Outstanding Checks:	
Adjusted Bank Balance	116,228.70
Unreconciled Difference:	0.00

REVIEWED BY:



DATE:





EVART DDA
PO BOX 668
EVART MI 49631-0668

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Huntington Public Funds Hybrid Checking

Account: -----0801

Statement Activity From:
07/01/22 to 07/31/22

Days in Statement Period 31

Average Ledger Balance* 116,228.24
Average Collected Balance* 116,228.24

* The above balances correspond to the
service charge cycle for this account.

Beginning Balance \$116,227.75
Credits (+) 0.95
Interest Earned 0.95
Ending Balance \$116,228.70

Other Credits (+)

Account:-----0801

Date	Amount	Description
07/15	0.95	INTEREST PAYMENT

Balance Activity

Account:-----0801

Date	Balance	Date	Balance	Date	Balance
06/30	116,227.75	07/15	116,228.70		

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08/02/2022 03:01 PM
User: JENNIE
DB: City Of Evart

BANK RECONCILIATION FOR CITY OF EVART
Bank 551 (FARMERS MARKET)
FROM 07/01/2022 TO 07/31/2022
Reconciliation Record ID: 1390
Finalized

Page 1/1

Beginning GL Balance:	9,283.00
Less: Cash Disbursements	(1,742.50)
Add: Journal Entries/Other	1,268.00

Ending GL Balance:	8,808.50
--------------------	----------

Ending Bank Balance:	6,788.49
----------------------	----------

Add: Deposits in Transit

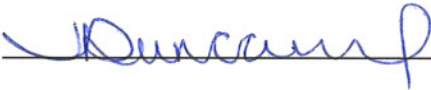
DIFFERENCE OF CHECK 2165	(0.04)
TO MOVE 250 CKS TO 551 (JULY 2021)	2,125.00
TO MOVE 250 CKS TO 551 (AUG 2021)	24.00
EBT DEPOSIT 7/5/22	(81.95)
ACH SETTLEMENT - FARM MRK VENDOR REFUND 7/20/22	(18.00)
	2,049.01

Less: Outstanding Checks

AP Checks

Check Date	Check Number	Name	Amount
08/18/2021	2191	CUSHMAN, JINNIFER	12.00
09/01/2021	2208	LOWES, TIFFANY	4.00
09/17/2021	2213	CUSHMAN, JINNIFER	6.00
07/20/2022	2234	STACEY ANCANS	7.00
Total - 4 Outstanding Checks:			29.00
Adjusted Bank Balance			8,808.50
Unreconciled Difference:			0.00

REVIEWED BY:



DATE:

8/2/22



EVART DDA
FARMERS MARKET
PO BOX 668
EVART MI 49631-0668

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Huntington Public Funds Economy Checking

Account: -----9088

Statement Activity From:
07/01/22 to 07/31/22

Days in Statement Period 31
Average Ledger Balance* 6,789.18
Average Collected Balance* 6,787.72

* The above balances correspond to the
service charge cycle for this account.

Beginning Balance	\$7,176.21
Credits (+)	1,367.95
Regular Deposits	850.00
Electronic Deposits	517.95
Debits (-)	1,755.67
Regular Checks Paid	195.67
Other Debits	1,560.00
Total Service Charges (-)	0.00
Ending Balance	\$6,788.49

Deposits (+)

Account:-----9088

Date	Amount	Serial #	Type	Date	Amount	Serial #	Type
07/05	✓ -225.00	176719539	Brch/ATM	07/19	✓ -200.00	176719541	Brch/ATM
07/12	✓ -235.00	176719540	Brch/ATM	07/27	✓ -190.00	176719542	Brch/ATM

Vendor Fees

Other Credits (+)

Account:-----9088

Date	Amount	Description
07/05	81.95	MERCHANT BNKCD DEPOSIT 220702 266286581886
07/11	✓ -138.00	MERCHANT BNKCD DEPOSIT 220710 266286581886
07/18	✓ -80.00	MERCHANT BNKCD DEPOSIT 220716 266286581886
07/20	18.00	ACH SETTLEMENT RETURNS 220720 -SETT-SYS88RETS
07/25	✓ -200.00	MERCHANT BNKCD DEPOSIT 220723 266286581886

Checks (-)

Account:-----9088

Date	Amount	Check #	Date	Amount	Check #
07/14	-8.17	-2229	07/11	-130.00	-2233
07/07	-12.00	-2232*	07/25	-45.50	-2235*

(*) Indicates the prior sequentially numbered check(s) may have 1) been voided by you 2) not yet been presented 3) appeared on a previous statement or 4) been included in a list of checks.

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**Other Debits (-)****Account:-----9088**

Date	Amount	Description
07/05	371.00	ACH SETTLMT REL DATE_FUND HNB HVACH EVART DDA 1
07/06	400.00	ACH SETTLMT REL DATE_FUND HNB HVACH EVART DDA 1
07/19	789.00	ACH SETTLMT REL DATE_FUND HNB HVACH EVART DDA 1

Service Charge Summary**Account:-----9088**

Previous Month Service Charges (-)	\$0.00
Total Service Charges (-)	\$0.00

Balance Activity**Account:-----9088**

Date	Balance	Date	Balance	Date	Balance
06/30	7,176.21	07/11	6,708.16	07/19	6,425.99
07/05	7,112.16	07/12	6,943.16	07/20	6,443.99
07/06	6,712.16	07/14	6,934.99	07/25	6,598.49
07/07	6,700.16	07/18	7,014.99	07/27	6,788.49

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Jennie Duncan

From: Evart Farmers' Market <evartfarmmarket@gmail.com>
Sent: Monday, August 1, 2022 3:55 PM
To: Jennie Duncan
Cc: Todd Bruggema
Subject: Hi Jennie,

Follow Up Flag: Follow up
Flag Status: Flagged

Here are the vendor fees collected and the EBT information for the month of July. I had them ready for you but was going to send it tomorrow after the Saturday bank deposit was made. We had appointments today and just got home.

Vendor Fees Deposits

07/05/22	\$225.00
✓ 07/12/22	\$235.00
✓ 07/19/22	\$200.00
07/27/22	\$190.00
08/02/22	\$220.00

Total Deposits \$1,070.00

August

EBT's Processed

07/02/22	\$82.00
✓ 07/09/22	\$138.00
✓ 07/16/22	\$80.00
✓ 07/23/22	\$200.00
07/30/22	\$135.00

Total EBT's \$635.00

bank acct 87.95 - Angela making calls

August 1?

John Hunter

P.O. Box 668

Evart, MI 49631

231-250-8768

evartfarmmarket@gmail.com

[facebook.com/EvartFarmersMarket](https://www.facebook.com/EvartFarmersMarket)

08/02/2022 11:27 AM

User: JENNIE

DB: CITY OF EVART

CHECK REGISTER FORCITY OF EVART
CHECK DATE FROM 07/01/2022 - 07/31/2022

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 248 EVART DDA MAIN CHECKING					
07/21/2022	248	5682	0129	SMITH LUMBER CO	114.08
07/21/2022	248	5683	0145	US POST OFFICE	31.00
07/21/2022	248	5684	3005	WILLIAMS & WORKS, INC.	25.00
07/26/2022	248	5685	1057	SAVVY MEDIA GROUP LLC	150.00
07/26/2022	248	5686	635	LOCABLE	1,300.00
07/26/2022	248	5687	1169	MICHIGAN MUNICIPAL LEAGUE	37.00

248 TOTALS:

Total of 6 Checks:	1,657.08
Less 0 Void Checks:	0.00
Total of 6 Disbursements:	1,657.08

Check Register Report For City Of Evert
For Check Dates 07/01/2022 to 07/31/2022

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
07/20/2022	248	DD6889	BRUGGEMA, TODD J	2,000.00	0.00	1,589.67	Cleared
07/20/2022	248	EFT825	FEDERAL 941	478.33	478.33	0.00	Cleared
07/06/2022	248	DD6836	BRUGGEMA, TODD J	2,384.62	0.00	1,854.39	Cleared
07/06/2022	248	EFT814	FEDERAL 941	611.30	611.30	0.00	Cleared
Totals:				5,474.25	1,089.63	3,444.06	
Total Physical Checks:							
Total Check Stubs:				4			

08/02/2022 11:26 AM

User: JENNIE

DB: CITY OF EVART

CHECK REGISTER FOR CITY OF EVART
CHECK DATE FROM 07/01/2022 - 07/31/2022

Page: 1/1

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 551 FARMERS MARKET					
07/05/2022	551	2233	623	MILLER, WILFORD	130.00
07/06/2022	551	31 (A)	0222	BENNETT, THOMAS	6.00
07/06/2022	551	32 (A)	530	CUSTER, DENISE	40.00
07/06/2022	551	33 (A)	515	FENTON, KAREN	32.00
07/06/2022	551	34 (A)	534	FENTON, STEVE	18.00
07/06/2022	551	35 (A)	622	ROCKY ROAD FARMS	4.00
07/06/2022	551	36 (A)	536	WICKE, KATHY	271.00
07/06/2022	551	37 (A)	547	HUNTER, ANGELA	400.00
07/20/2022	551	2234	632	STACEY ANCANS	7.00
07/20/2022	551	38 (A)	0222	BENNETT, THOMAS	49.00
07/20/2022	551	39 (A)	441	DEHATE, JODI	21.00
07/20/2022	551	40 (A)	515	FENTON, KAREN	32.00
07/20/2022	551	41 (A)	534	FENTON, STEVE	30.00
07/20/2022	551	42 (A)	514	GROWING FAB 4-H	24.00
07/20/2022	551	43 (A)	623	MILLER, WILFORD	203.00
07/20/2022	551	44 (A)	622	ROCKY ROAD FARMS	13.00
07/20/2022	551	45 (A)	549	RODERICK, BRIAN	18.00
07/20/2022	551	46 (A)	536	WICKE, KATHY	399.00
07/21/2022	551	2235	1858	AFFORDABLE PRINTS	45.50

551 TOTALS:

Total of 19 Checks:

1,742.50

Less 0 Void Checks:

0.00

Total of 19 Disbursements:

1,742.50

MINUTES

REGULAR MEETING EVART HOUSING COMMISSION

Tuesday, July 19, 2022, 6:00 P.M.

Centennial Arms Community Room

The meeting was called to order at 6:00 p.m. by President Molenaar.

ROLL CALL

Present - Dellar, Mock, Moyer, and Molenaar
Absent - Northon

ADOPTION OF AGENDA – ADDITIONS/CHANGES

During the Adoption of Agenda, President Molenaar added item 8 c. Smoking Discussion was added to New Business. It was moved by Commissioner Dellar, supported by Commissioner Moyer to adopt the amended agenda.

Yeas: Dellar, Mock, Moyer, and Molenaar
Nays: None

APPROVAL OF MINUTES

- a. It was moved by Commissioner Moyer, supported by Commissioner Dellar to approve the Minutes of the Regular Meeting held June 21, 2022.

Yeas: Dellar, Mock, Moyer, and Molenaar
Nays: None

BILLS AND COMMUNICATIONS

- a. It was moved by Commissioner Dellar, supported by Commissioner Moyer to approve the Bills and Disbursements for June 2022.

Yeas: Dellar, Mock, Moyer, and Molenaar
Nays: None

- b-c. It was moved by Commissioner Dellar and supported by Commissioner Moyer to receive and file the July 2022 Newsletter and the Resident Council Minutes for June 2022.

Yeas: Dellar, Mock, Moyer, and Molenaar

Nays: None

REPORTS OF THE DIRECTOR

- a-e. It was moved by Commissioner Dellar, supported by Commissioner Moyer to receive, and file the available reports.

Yeas: Dellar, Mock, Moyer, and Molenaar

Nays: None

COMMISSIONER COMMENTS/CONCERNS

President Molenaar thanked everyone for attending.

UNFINISHED BUSINESS

- a. The Commissioners discussed various aspects of Adopt-A-House.

NEW BUSINESS

- a. It was moved by Commissioner Moyer, supported by Commissioner Dellar to adopt Resolution #2022-12 approving the Resolution for Lake Osceola Bank.

Yeas: Dellar, Mock, Moyer, and Molenaar

Nays: None

- b. The Executive Director gave an update on RAD.

- c. Recommendations regarding the smoking discussion will be made at the August meeting.

HEARING OF THE PUBLIC

The Resident Council shared that they had a good turnout for the BBQ, the trip to Ludington will be August 16, 2022, and a prom is being planned for the month of October.

- b-c. It was moved by Commissioner Dellar and supported by Commissioner Moyer to receive and file the July 2022 Newsletter and the Resident Council Minutes for June 2022.

Yeas: Dellar, Mock, Moyer, and Molenaar
Nays: None

REPORTS OF THE DIRECTOR

- a-e. It was moved by Commissioner Dellar, supported by Commissioner Moyer to receive, and file the available reports.

Yeas: Dellar, Mock, Moyer, and Molenaar
Nays: None

COMMISSIONER COMMENTS/CONCERNS

President Molenaar thanked everyone for attending.

UNFINISHED BUSINESS

- a. The Commissioners discussed various aspects of Adopt-A-House.

NEW BUSINESS

- a. It was moved by Commissioner Moyer, supported by Commissioner Dellar to adopt Resolution #2022-12 approving the Resolution for Lake Osceola Bank.

Yeas: Dellar, Mock, Moyer, and Molenaar
Nays: None

- b. The Executive Director gave an update on RAD.

- c. Recommendations regarding the smoking discussion will be made at the August meeting.

HEARING OF THE PUBLIC

The Resident Council shared that they had a good turnout for the BBQ, the trip to Ludington will be August 16, 2022, and a prom is being planned for the month of October.

ADJOURNMENT

President Molenaar adjourned the meeting at 7:06 p.m.

Respectfully submitted,

Sarah Molenaar
President

Mark W. Sochocki
Executive Director/Secretary