



VILLAGE COUNCIL PACKET
MONDAY, April 12, 2021

Prepared by:

Crystal Budde, Village Clerk

Brady Selner, Village Administrator

MEETING AGENDA

Village Council of the Village of Shelby
Monday, April 12, 2021
Regular Council Meeting – 6:30 P.M.



This meeting will be in-person at the Shelby Optimist Building
(788 Industrial Park Dr., Shelby, MI 49455)

Agenda Topics:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Review minutes of the previous meeting:
 - a) Monday, March 22, 2021 **AR**
5. Additions to Agenda
6. President's Report
7. Village Administrator's Report
8. Department Heads' Report
9. Correspondence:
10. Public Participation (Go to Shelbyvillage.com/council for instructions):
11. Old Business:
12. New Business:
 - a) Ordinance Recodification Proposal **AR**
 - b) Clerk/Treasurer, Crystal Budde, Wage Increase **AR**
 - c) Acting DPW Supervisor, Jeremiah Helenhouse, Temporary Wage Adjustment **AR**
 - d) Oceana County Community Foundation Grant **D**
 - e) Sunday Alcohol Sales **AR**
13. Reports of Officers, Boards & Committees
 - a.) Planning Commission Chair Ex- Officio: John Sutton, Paul Inglis
 - b.) Water & Sanitation Chair: Bill Harris, Co-Chair: Steve Crothers

- c.) Streets & Sidewalks Chair: Dan Zaverl, Co-Chair: Bill Glover
- d.) Parks, Rec & Bldgs. Chair: Damian Omness, Co-Chair: John Sutton
- e.) Finance & Insurance Chair: Steve Crothers, Co-Chair: Bill Harris
- f.) Personnel Chair: John Sutton, Co-Chair: Damian Omness
- g.) Ordinances Chair: Bill Glover, Co-Chair: Dan Zaverl

14. Payment of Bills: April 12, 2021

15. Adjournment:

**AR-Action Requested
D-Discussion Item**

NEXT MEETING: **April 26, 2021**
NEXT RESOLUTION: 28-21
NEXT PROCLAMATION: 01-21
NEXT ORDINANCE: 02-21



**VILLAGE OF SHELBY
REGULAR COUNCIL MEETING OF Monday, March 22, 2021 at 6:30 P.M.
COUNCIL PROCEEDINGS**

1. CALL TO ORDER:

The regular meeting of the Common Council of the Village of Shelby was called to order at 6:33 P.M. by President Paul Inglis.

2. ROLL CALL:

Answering the roll call: Bill Glover, Steve Crothers, Dan Zaverl, Paul Inglis, John Sutton, Damian Omness, and Bill Harris.

Staff present: Village Administrator Brady Selner, Village Clerk/Treasurer Crystal Budde, Acting DPW Supervisor Jeremiah Helenhouse and Police Chief Steve Waltz.

3. PLEDGE OF ALLEGIANCE: All stood for the Pledge.

4. MINUTES:

a.) March 8, 2021

Steve Crothers moved to approve the minutes of the Regular Council Meeting of March 8, 2021 as prepared.

Seconded by: John Sutton.

Voice Vote: All in favor.

Motion Carried.

5. ADDITIONS TO THE AGENDA: No Additions to Agenda.

6. PRESIDENT'S REPORT: Nothing to report.

7. ADMINISTRATOR'S REPORT:

VA Selner reported that the new motor for aeration blower #1 arrived on Friday, March 19, 2021. DPW staff will install the motor this week bringing both aeration motors for pond #1 back online.

Jeremiah Helenhouse returned to work on Wednesday, March 17. Darryl Frees will return on Monday, March 29 bringing the DPW back to full staff.

The Ordinance Committee met on Tuesday, March 16 to discuss two proposals for the General Law Ordinance update/online code hosting project. The Committee decided to seek an additional proposal from the Village's existing codification company American Legal Publishing. The three proposals will be evaluated at a future Ordinance Committee meeting. Following this second meeting, a recommendation will likely be made to the Village Council.

This week the Village received two proposals for the zoning ordinance rewrite project. The RFP

submission deadline is March 22 at 4:30 P.M. The Planning Commission will evaluate the proposals at their April 20th meeting. Once a proposal is selected, the Village will formally submit a request to the MEDC RRC team for a final determination on the Technical Assistance Grant. The Village is eligible for a maximum of \$30,000.00 or 75/25 match (whichever is less).

VA Selner reported that he has signed up for a FEMA webinar scheduled for March 25. The webinar will discuss introductory concepts for the National Flood Insurance Program including:

1. Flood Risk
2. Flood insurance compared to disaster assistance.
3. Brief overview of participation requirements, Elevation Certificates, and Letters of Map Change.
4. Purchasing flood insurance and premiums.
5. Claims and appeals.

VA Selner will follow up with Village Council after attending the webinar.

President Biden signed the American Rescue Plan Act into law March 12, 2021. The details are still being worked out as Michigan Villages are not yet included in estimated distribution tables. Based on Cities with similar populations, VA Selner anticipates the Village will receive approximately \$200,000.00; however, this is simply an educated guess. Local governments will have until 2024 to spend the money. Money can be used for many of the same types of coronavirus relief that the Village had seen over the last year with some new additions including one major one – water and sewer infrastructure. VA Selner will plan to engage with stakeholders to help guide staff and Village Council (who will approve the spending plan) on developing priorities. Ultimately a plan will be brought to the Village Council for approval. The Michigan Municipal League's advice is to wait until the U.S. Department of Treasury comes out with guidelines, both on spending and accountability, before the Village gets too far down the road.

8. DEPARTMENT HEADS' REPORTS:

Village Clerk/Treasurer Crystal Budde reported that a final payout of unused vacation time has been paid to Roger Schultz. Mr. Schultz requested a payout of his unused vacation and PTO time in October of 2020. The payroll software had shown a balance of 160 hours of vacation available and the Village caps PTO payout to 240 hours. The vacation balance and 240 PTO hours were paid out to Mr. Schultz at that time. Mr. Schultz later contacted Clerk/Treasurer Budde stating he showed in his records a balance of 360 hours of vacation that he believed he was entitled to as well as 30 additional hours of PTO. Clerk/Treasurer Budde contacted the payroll software company, and it was confirmed that Mr. Schultz did have a remaining 160 hours available that did not roll over and was not correctly showing in his leave bank. It was also confirmed with the Village attorney that Mr. Schultz did fall under the Personnel Policy adopted in 2017 and is not eligible for any further PTO payout. A final check for 160 vacation hours was issued for Mr. Schultz last week.

Interim DPW Supervisor Jeremiah Helenhouse had nothing to report.

Chief Waltz reported that the Police Department is dealing with Blight Ordinance issues and that there are currently a dozen cases. Chief is working to get each of these blight cases cleaned up and in

compliance.

9. CORRESPONDENCE: No Correspondence.

10. CITIZEN PARTICIPATION:

a.) Email from Richard Raffaelli

VA Selner read an email he received from Richard Raffaelli, CEO of Peterson Farms, regarding concerns with the Village's proposed water and sewer connection fees. Mr. Raffaelli felt that the connection fees and the cost to hire a contractor to do the connections are cost prohibitive. Mr. Raffaelli requested the Village Council to take a broader view of economic development as it has done in the past. (See attached)

a. Tim Reeves – Shelby Public Schools Superintendent

Mr. Reeves presented the Village Council with information regarding the Shelby Public Schools' request for an upcoming Bond renewal. The bond would cover a number of items including: a new K-5 building; necessary repairs to the Shelby High School; Thomas Reed Elementary repairs; and, technology improvements for learning tools. There is a video that reveals a great amount of detail for the Bond Renewal request on the Shelby Public Schools' website. A public forum will also be held on Wednesday, April 21 at 6:00 P.M.

11. OLD BUSINESS:

a.) DWSRF Grant Application Update

On December 28, 2021, Shelby Village Council authorized Don DeVries of Fleis & VandenBrink Engineering to apply for the Lead Service Line Replacement grant through the Drinking Water State Revolving Fund at a cost not to exceed \$15,000.00. On March 3, 2021, the Village of Shelby had an initial meeting with EGLE to review the project. The Village of Shelby has been classified as a disadvantaged community; thus, qualifying for the 100 percent loan forgiveness for the lead service line replacements. The Village application includes 467 lead service lines. The loan forgiveness only applies to the construction portion of the project. In addition to the lead service line replacements, VA Selner is recommending the Village replace Well Number 2; replace the Valley Street Booster Station Tank; and, replace old 1933-1941 4" water lines. The additional water improvements are eligible for a 30 percent grant. The total project cost is \$3,438,000.00 with the required loan amount estimated at \$1,524,000.00. VA Selner wanted to ensure that the Village Council has a clear understanding of the project that the Village is pursuing under the Drinking Water State Revolving Fund. The Village Council needs to determine the final project scope by May 2021.

12. NEW BUSINESS:

a.) Mutual Aid Agreement Renewal

Law Enforcement in Oceana County relies on an agreement for mutual aid in-lieu-of a process where every police officer is deputized by the Sheriff. The renewal of the proposed agreement will likely be

signed by every City/Village in Oceana County, as it has been in the past. This type of agreement allows Shelby PD officers to assist outside the Village, if requested, and allows other agencies to assist Shelby PD, if requested. The agreement expires on December 31, 2024.

Dan Zaverl moved to adopt Resolution number 21-21. (See attached)
Seconded by: Steve Crothers.

Roll Call Vote:

Ayes: Zaverl, Crothers, Sutton, Glover, Harris, Omness, and Inglis.

Motion Carried 7-0.

b.) Budget Amendment Resolution

A resolution allowing the Village Administrator to approve line-item budget amendments within Village Department budgets if they do not increase or decrease the total amount of the budget was recommended for approval by the Village Council. Any amendment that requires an appropriation increase to the total department budget will still require Council approval. This year staff plans to do quarterly amendments and /or reforecasts to ensure continued budget accuracy.

Steve Crothers moved to adopt Resolution number 22-21. (See attached)
Seconded by: John Sutton.

Roll Call Vote:

Ayes: Crothers, Sutton, Zaverl, Glover, Harris, Omness, and Inglis.

Motion Carried 7-0.

c.) Right-of-Way Ordinance

The Water and Sanitation Committee and the Village Council have been researching water and sewer connection fees for the last couple of months. The Water and Sanitation Committee met on March 11, 2021 and is recommending the development of a Right-of-Way (ROW) Ordinance and ROW permit application. They also set the associated fee schedule. The connection fee for new water and sewer connections will be \$300.00. The property owner/developer would be required to hire a contractor to complete the tap-in. The Village DPW would inspect before any holes are filled in. There is also a meter fee for water under a separate schedule which would require a plumbing permit through the Oceana County Building Department. This process would require administrative work only (processing the ROW permit application) and would not tie up the Village DPW employees to conduct tap-in services.

The first step in the process is to adopt Chapter 1021, the Road Right-of-Way Permits Ordinance. This Ordinance gives the Village of Shelby the authority to create a Right-of-Way permit application. Following the adoption of the ROW Permit Ordinance, Village Council must adopt the ROW permit fee schedule and the Right-of-Way permit application. The application requires a contractor to have a minimum of \$1,000,000.00 in liability insurance coverage and \$500,000.00 in worker's compensation coverage. Updated copies of these documents will be kept on file in the Clerk's office. In addition to tap-in fees, the ROW permit application would cover above ground work in the ROW, replacing existing sewer and water laterals and disconnecting/capping water and sewer laterals as part of a

demolition process. Bill Glover asked for a clarification of Section 1021.6 to include the public street right-of-way.

Damian Omness moved to adopt Ordinance number 1-21. (See attached)
Seconded by: John Sutton.

Roll Call Vote:

Ayes: Omness, Sutton, Crothers, Zaverl, Glover, Harris, and Inglis.

Motion Carried 7-0.

Bill Harris moved to adopt Resolution number 23-21. (See attached)

Seconded by: Damian Omness.

Roll Call Vote:

Ayes: Harris, Omness, Sutton, Crothers, Zaverl, Glover and Inglis.

Motion Carried 7-0.

13. COMMITTEE REPORTS:

a. PLANNING COMMISSION: Chair Ex-Officio: John Sutton, Paul Inglis:

The Planning Commission meeting of March 16, 2021 was cancelled due to lack of Agenda items. They will meet again on April 20, 2021 to review the proposals for the Zoning Ordinance rewrite project.

b. WATER & SANITATION: Chair: Bill Harris, Steve Crothers:

Nothing to report.

c. STREETS AND SIDEWALKS: Chair: Dan Zaverl, Bill Glover:

Nothing to report.

d. PARKS, REC. & BLDGS: Chair: Damian Omness, John Sutton:

Parks, Recreation, and Buildings Chair Damian Omness reported that Stovall Construction has committed to donating labor for the Getty Park Project.

e. FINANCE and INSURANCE: Chair: Steve Crothers, Bill Harris:

Nothing to report.

f. PERSONNEL: Chair: John Sutton, Damian Omness:

Nothing to report.

g. ORDINANCES – Chair Bill Glover, Dan Zaverl:

Nothing to report.

14. PAYMENT OF BILLS: Steve Crothers moved to approve the payment of the bills in the amount of \$40,503.86.

Seconded by: Bill Glover.

Roll Call Vote:

Ayes: Crothers, Glover, Sutton, Zaverl, Harris, Omness, and Inglis.

Motion Carried 7-0.

15. ADJOURNMENT: Dan Zaverl moved to adjourn the meeting at 8:07 P.M.

Seconded by: Steve Crothers.

Voice Vote: All in favor.

Motion Carried.

Council minutes are not official until approved at the April 12, 2021 Council meeting.

Approved

Minutes Respectfully Submitted by Crystal Budde, Village Clerk/Treasurer

Date



March 22, 2021

RESOLUTION

No. 21-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to authorize Steve Waltz, Shelby Police Chief, Crystal Budde, Shelby Village Clerk/Treasurer, and Paul Inglis, Shelby Village President, to sign the Oceana County Law Enforcement Mutual Aid Agreement.

Moved: Dan Zaveri

Seconded: Steve Crothers

Yes: Zaveri, Crothers, Suttan, Glover, Harris, Amness, and Inglis.

No: Ø

ABSENT: Ø

RESOLUTION No. 21-21 Declared ADOPTED.

ADOPTED ON: March 22, 2021



March 22, 2021

RESOLUTION

No. 22-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to authorize the Village Administrator to approve line-item budget amendments within village budgets if they do not increase the total amount of the approved budget.

Moved: Steve Crothers

Seconded: John Sutton

Yes: Crothers, Sutton, Zaveri, Glover, Harris, Amness & Inglis.

No: Ø

ABSENT: Ø

RESOLUTION No. 22-21 Declared ADOPTED.

ADOPTED ON: March 22, 2021



March 22, 2021

RESOLUTION

No. 23-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to approve the Right-of-Way Permit Application and to adopt the fee schedule attached as Exhibit A.

Moved: Bill Harris

Seconded: Damian Omness

Yes: Harris, Omness, Suttan, Crothers, Zaverl, Glover, & Inglis.

No: 0

ABSENT: 0

RESOLUTION No. 23-21 Declared ADOPTED.
ADOPTED ON: March 22, 2021

EXHIBIT A

FEE NAME	FISCAL YEAR 2021-2022
<p>Public Works</p> <p>Right-of-way permit (work in right-of-way) Termination of water and sewer connection Sewer Lateral (replace existing) Water Lateral (replace existing)</p>	<p>\$50.00 ea. \$50 + \$500 deposit \$50.00 ea. \$50.00 ea.</p>
<p>Sewer</p> <p>Tap fees (new) 1" 1 ½" 2" 4" 6"</p>	<p>\$300.00 ea. - - - - -</p>
<p>Water</p> <p>Tap fees (new) 1" 1 ½" 2" 3" 4" 6"</p> <p>Meter fees 1" 1 ½" 2" 3" 4" 6"</p>	<p>\$300.00 ea. - - - - -</p> <p>Cost + 30% Cost + 30%. Cost + 30% Cost + 30% Cost + 30% Cost + 30%</p>

**VILLAGE OF SHELBY OCEANA
COUNTY, MICHIGAN
ORDINANCE NO. 1-21**

THE VILLAGE BOARD OF THE VILLAGE OF SHELBY HEREBY ORDAINS:

1. Part 10, Title 2, Chapter 1021 of the Code of Ordinances of the Village of Shelby, Michigan, Section 1021.01 through 1021.18 is adopted to read as follows:

CHAPTER 1021

Road Right-of-Way Permits

Sec. 1021.1 Damaging streets; excavation and obstructions generally.

No person shall make any excavation in or cause any damage to any street in the village, except under the conditions and in the manner permitted in this chapter. No person shall place any article, thing or obstruction in any street, except under the conditions and in the manner permitted in this chapter, but this provision shall not be deemed to prohibit the following:

- (1) Such temporary obstructions as may be incidental to the expeditious movement of articles and things to and from abutting premises.
- (2) The planting of trees and shrubs as permitted in chapter 1022.

Sec. 1021.2 Authority to make additional regulations.

The village administrator may make additional regulations pertaining to openings and excavations in the streets, curb cuts, street obstructions, and house moving, which regulations shall be subject to the approval of the village council. No person shall fail to comply with any such regulations.

Sec. 1021.3 Permits generally; bond, insurance and deposit requirements.

Where permits are authorized in this chapter, they shall be obtained upon application to the village administrator or duly authorized representative upon such forms as the village administrator shall prescribe, and there shall be a charge for each such permit as set by the village council from time to

time, except as otherwise provided by resolution of the council. Such permit shall be revocable by the village administrator for failure to comply with this chapter, rules and regulations adopted pursuant to this chapter, and the lawful orders of the village administrator or duly authorized representative, and shall be valid only for the period of time endorsed thereon. Application for a permit under the provisions of this chapter shall be deemed an agreement by the applicant to promptly complete the work permitted, observe all pertinent laws and regulations of the village in connection therewith, repair all damage done to the street surface and installations on, over or within such street, including trees, and protect and save harmless the village from all damages or actions at law that may arise or may be brought on account of injury to persons or property resulting from the work done under the permit or in connection therewith. Where liability insurance policies are required to be filed in making application for a permit, they shall be in not less than an amount as established by the village council. A duplicate executed copy or photostatic copy of the original of such insurance policy, approved as to form by the village administrator, shall be filed with the clerk. Where cash deposits are required with the application for any permit under this article, such deposit shall be in the amount set from time to time by the village council, except as otherwise specified in this chapter, and such deposit shall be used to defray all expenses to the village arising out of the granting of the permit and work done under the permit or in connection therewith. Six months after the completion of the work done under the permit, any balance of such cash deposit unexpended shall be refunded. In any case where the deposit does not cover all costs and expenses of the village, the deficit shall be paid by the applicant.

Sec. 1021.4 Permit for street openings.

No person shall make any excavation or opening in or under any street without first obtaining a written permit from the village administrator or duly authorized representative. No permit shall be granted until the applicant shall post a cash deposit and file a liability insurance policy as required by section 1021.3. The village administrator may, if the public safety requires immediate action, grant permission to make a necessary street opening in an emergency, provided that a permit shall be obtained on the following business day and the provisions of this chapter shall be complied with.

Sec. 1021.5 Backfilling.

All trenches in a public street or other public place, except by special permission, shall be backfilled in accordance with regulations adopted pursuant to this chapter. Any settlement shall be corrected within eight hours after notification to do so.

Sec. 1021.6 Utility poles.

Utility poles may be placed in such streets as the village administrator shall prescribe and shall be located thereon in accordance with the directions of the village administrator. Such poles shall be removed or relocated as the village administrator shall from time to time direct.

Sec. 1021.7 Maintenance of installations in street.

Every owner of, and every person in control of, any estate hereafter maintaining a sidewalk vault, coal hole, manhole, or any other excavation, or any post, pole, sign, awning, wire, pole, conduit or other structure in, under, over or upon, any street which is adjacent to or a part of his estate, shall do so only on condition that such maintenance shall be considered as an agreement on his part with the village to keep the structure and the covers thereof, and any gas and electric boxes and tubes thereon, in good repair and condition at all times during his ownership or control thereof, and to indemnify and make harmless the village against all damages or actions at law that may arise or be brought by reason of such excavation or structure being under, over, or upon the street, or being unfastened, out of repair or defection during such ownership or control.

Sec. 1021.8 Underground utilities to be installed prior to paving of street.

Whenever the village council shall determine to pave or resurface any street, the village administrator shall, not less than 30 days prior to commencement of construction, serve notice upon all public utilities requiring them to install all necessary underground work in advance of the paving or resurfacing.

Sec. 1021.9 Installation and payment of costs of sewer and water connections.

When the paving or resurfacing of any street shall have been ordered or declared necessary by the village council, such sewer and water connections as are necessary shall be installed in advance of such paving or resurfacing, and the cost thereof shall be charged against the premises adjacent thereto, or to be served thereby, and against the owner of such premises. Where such paving or resurfacing is financed in whole or in part by special assessment, the cost of such sewer and water connections may be made chargeable against the premises served or adjacent thereto, as part of the special assessment for such paving or resurfacing. Where such paving or resurfacing is financed otherwise than by special assessment, the cost of the sewer and water connections so installed shall be a lien on the premises adjacent thereto, or to be served thereby, and shall be collected as provided for assessments on single lots.

Sec. 1021.10 Determination of necessity for sewer and water connections.

The necessity for sewer and water connections shall be determined by the village administrator, which determination shall be based upon the size, shape and area of each abutting lot or parcel of land, the lawful use of such land under the zoning regulations of the village, the character of the locality and the probable future development of each abutting lot or parcel of land. The village administrator shall give written notice of the intention to install such sewer and water connections and to charge the cost of the connections to the premises to each owner of land abutting the street to be furnished with such connections, as shown by the records of the village assessor. Any owner objecting to the installation of any such sewer or water connection shall file his objection in writing within seven days after service of such notice with the village administrator, who shall,

after considering each such objection made in writing, make a final determination of the sewer and water connections to be installed.

Sec. 1021.11 Openings in streets prohibited within two years of paving or resurfacing.

No permit to make any opening or excavation in or under a paved street shall be granted to any person within a period of two years after the completion of any paving or resurfacing thereof. If a street opening is necessary as a public safety measure, the village administrator may suspend the operation of this section as to such street opening.

Sec. 1021.12 Building operations obstructing street or sidewalk.

- (a) *Permit, deposit and bond.* No person shall occupy any street with any materials or machinery incidental to the construction, demolition or repair of any building adjacent to the street, or for any other purpose, without first obtaining a permit from the village administrator and posting a cash deposit and filing an insurance policy as required by section 1021.3.
- (b) *Pedestrian passage.* At least five feet of sidewalk space shall be kept clean and clear for the free passage of pedestrians, and if the building operations are such that such a free passageway is impracticable, a temporary plank sidewalk with substantial railings or sidewalk shelter shall be provided around such obstruction.

Sec. 1021.13 Barricades and warning lights for excavations and obstructions.

All openings, excavations and obstructions shall be properly and substantially barricaded and railed off, and at night shall be provided with prescribed warning lights. Warning lights perpendicular to the flow of traffic shall not be more than three feet apart, and warning lights parallel to the flow of traffic shall be not over 15 feet apart.

Sec. 1021.14 Shoring and bracing of excavations.

All openings and excavations shall, where necessary, be properly and substantially sheeted and braced as a safeguard to workmen and to prevent cave-ins or washouts which would tend to injure the thoroughfare or subsurface structure of the street.

Sec. 1021.15 Moving buildings or large equipment.

No person shall move, transport, or convey any building, machinery, truck or trailer more than eight feet eight inches wide or higher than 13 feet six inches above the surface of the roadway, or longer than 50 feet, into, across, or along any street or other public place in the village, without first notifying the Village Administrator and making any necessary permits and paying any fees. In addition, clearance shall be obtained from the police department approving the proposed route through the village streets and the time of

moving, together with an estimated cost to the police department due to the moving operations. The applicant shall deposit with the village the total estimated cost to the police department and department of public service, plus a cash deposit as required by section 1021.3. The permit fees shall be as established by the village council from time to time.

Sec. 1021.16 Removal of encroachments and obstructions by village.

Encroachments and obstructions in the street may be removed and excavations refilled and the expense of such removal or refilling charged to the abutting landowner when made or permitted by him or suffered to remain by him otherwise than in accordance with the terms and conditions of this chapter.

Sec. 1021.17 Temporary street closings.

The village administrator shall have authority to temporarily close any street, or portion thereof, when he shall deem such street to be unsafe or temporarily unsuitable for use for any reason. The village administrator shall cause suitable barriers and signs to be erected on such street, indicating that the street is closed to public travel. When any street or portion thereof shall have been closed to public travel, no person shall drive any vehicle upon or over the street except as may be necessary incidentally to any street repair or construction work being done in the area closed to the public travel. No person shall move or interfere with any sign or barrier erected pursuant to this section without authority from the village administrator.

Section 1021.18 Demolition; Water/Sewer Disconnection.

No person shall demolish any structure without disconnecting any water and/or sewer lateral from the water and/or sewer main, which shall be undertaken only upon written permission of the Village Administrator. The request to the Village Administrator shall be made together with a \$50 application fee and a \$500 deposit fee. The deposit fee shall be used to cover any expenses incurred by the Village for inspection and correction, with the balance be refunded to the applicant.

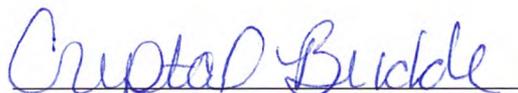
Ayes:

Nays:

CERTIFICATE

The undersigned, being the duly qualified Clerk of the Village of Shelby, Oceana County, Michigan, does hereby certify that the foregoing is a true and complete copy of an ordinance adopted by the Village Board of the Village of Shelby, at a regular meeting of the Village Board on the 22 day of March, 2021, at which meeting a quorum was present and remained throughout, and that the meeting was conducted and public notice was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan of 1976, as amended, and that minutes were kept and will be or have been made available as required thereby.

Date: March 22, 2021



Crystal Budde
Village Clerk

Publish: Notice of Adoption to be published once within ten (10) days of final adoption.

**VILLAGE OF SHELBY
NOTICE OF ADOPTION**

TO: ALL PERSONS INTERESTED

Please take notice that on March 22, 2021, the Village Board of the Village of Shelby amended Part 10, Title 2, Chapter 1021 of the Code of Ordinances of the Village of Shelby, Michigan, Section 1021.1 through 1021.17, summarized as follows:

1. Section 1021.1 is adopted to provide that no person shall make any excavation in a street or damage a street, except as permitted by this Chapter.
2. Section 1021.2 is adopted to provide that the village administrator may make regulations concerning openings and excavation in a street.
3. Section 1021.3 is adopted to provide that the village administrator may issue permits, under specified conditions, for the opening and excavations in a street.
4. Section 1021.4 is adopted to prohibit street openings and excavations without a written permit.
5. Section 1021.5 is adopted to require backfilling of any street openings and excavations without a written permit.
6. Section 1021.6 is adopted to provide that the village administrator may prescribe the location of utility poles.
7. Section 1021.7 is adopted to provide regulations relating to the maintenance of installations in a street.
8. Section 1021.8 is adopted to provide notice to public utilities prior to paving or resurfacing of a street.
9. Section 1021.9 is adopted to provide for the installation and payment of costs of sewer and water connections.
10. Section 1021.10 is adopted to provide for a determination of necessity for sewer and water connections.
11. Section 1021.11 is adopted to prohibit the opening of streets within two years of paving or resurfacing of a street.
12. Section 1021.12 is adopted to require permits for obstructing any street or sidewalk.

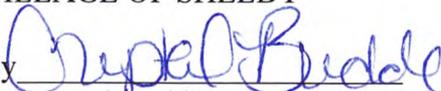
13. Section 1021.13 is adopted to require barricades and warning lights for excavations and obstructions.
14. Section 1021.14 is adopted to require shoring and bracing for excavations in a street.
15. Section 1021.15 is adopted to prohibit the moving of a building or large equipment on a street without a permit.
16. Section 1021.16 is adopted to permit the removal of encroachments and obstructions in a street and assess the cost of such.
17. Section 1021.17 is adopted to authorize the village administrator to temporarily close a street.
18. Section 1021.18 is adopted to require disconnection of the water and sewer laterals upon demolition of any structure.

Copies of the ordinance may be viewed and purchased at reasonable cost at the Office of the Village Clerk in the Village Hall, 218 N. Michigan Avenue, Shelby, Michigan, during regular business hours.

This ordinance amendment is effective ten (10) days from the date of this publication.

Published: April 1, 2021

VILLAGE OF SHELBY

By 
Crystal Budde
Village Clerk

PUBLISH ONCE WITHIN TEN (10) DAYS OF FINAL PASSAGE



Date: April 9, 2021

To: Paul Inglis, Village President
Village Council Members

From: Brady Selner, Village Administrator

Subject: Administrator's Report for the April 12, 2021 Council Meeting

MiDEAL Salt Purchase: I placed an order through the MiDEAL Road Salt Program for the next winter season. The order is a commitment to purchase, and the Village will be unable to cancel the order. With an April 6, 2021, purchase order deadline, I made the decision to order after consulting with Councilman Crothers (Finance Committee Chair) and Village President Inglis. Purchasing salt directly through the MiDEAL program provides the Village a substantial cost savings. In the future, this item will come to Village Council for approval before the order is placed. Up until this point, the Village purchased salt through the Oceana County Road Commission. In the 2019-2020 winter, 332 tons of salt was purchased for a total of \$27,174.08. This total includes an 8.5% overhead charged by the County. Not including vehicle depreciation and employee time to collect the salt from Hart, the estimated cost savings by ordering directly through MiDEAL is \$3,449.36.

Village Audit: Crystal and I met with Eric VanDop over Zoom for our FY2020-21 Audit Entrance Conference on Tuesday, April 6. The audit process will continue over the next couple of months and will be completed by July.

DWAM Grant Application: I regret to inform Council that the Village did not fall within the fundable range for the Drinking Water Asset Management grant. The EGLE DWAM Grant Applications Summary/priority list follows my Administrator's Report.

MEDC Grant Opportunity: I have been informed of a grant opportunity through MEDC for water-related infrastructure. The Community Development Block Grant Water-Related Infrastructure program is designed to assist local governments in making necessary improvements to existing public infrastructure systems. Eligible activities include upgrading existing public infrastructure systems either by replacing deteriorating or obsolete systems or by adding needed capacity to existing, but burdened systems. The grant program requires a 10% match of the total project cost. Applications are due May 31, 2021. I will work with the Water & Sanitation Committee and Don DeVries in the coming weeks to determine if the Village should pursue this grant opportunity.

USDA Loan Application (Peterson Farms): The environmental report for the USDA Loan Application (Peterson Farms project) is nearly complete. Due to the time, it has taken to complete the environmental report, I will need to repost the *USDA Loan Application Intent to Apply* in the

newspaper and update the Village's Water Fund financial information before submitting the application. I will inform Council when the application has formally been submitted.

Personnel Policies/Employee Handbook: This week staff met to discuss the Employee Handbook/Personnel Policy update project. I plan to develop a more complete draft to bring back to staff for discussion in the next couple of weeks. Following staff discussion/edits, a Personnel Committee meeting will be scheduled to review the Employee Handbook.

DWAM Grant Applications Summary

EGLE received 304 applications, totaling \$140,203,108, by the first funding round deadline of January 1, 2021. Applications were scored and information was verified/corrected as needed by EGLEs Drinking Water and Environmental Health Division (DWEHD). Applications were sorted first by base score, then by tie-breaker score, and lastly by water system population from highest to lowest.

Applications were ranked: those with a population of 10,000 or less up to \$15 million, then all other projects. Once small and medium system funding is exhausted, those remaining small and medium systems will be included for consideration into the remaining overall funding of \$21.5 million.

EGLEs Water Infrastructure Financing Section (WIFS) staff are in the process of reviewing applications in priority order through the projected fundable range of \$36.5 million. The DWEHD is conducting a concurrent review of proposed final distribution system materials inventory work as it relates to DWEHD's upcoming guidance. As applications are reviewed, grant amounts may change based on eligibility determinations, updated scope, etc., resulting in a moving target for how many applications will receive grant funding.

Any proposed grant agreements over \$499,999 require State Administrative Board approval . This legislatively required process may add 3-4 weeks of processing time.

Applicants will be contacted by WIFS and/or the DWEHD staff to address questions or provide clarity on applications as progress is made down the priority list until funding is exhausted. We anticipate a few DWAM grant agreements, that do not require State Administrative Board approval, will be issued in early April.

Note: the dark line on the first page under the Village of Berrien Springs indicates the end of the \$15 million reserved only for small communities.

DWAM Grant Applications in Priority Order as of (3/31/21)

Population	Applicant	Project Type	Base Score	Tie-Breaker Score	Combined Base and Tie-Breaker Score
9,670	Benton Harbor, City of	AMP/DSMI	23	83.73	106.73
9,452	Hampton, Charter Twp. of	AMP/DSMI	20	7.67	27.67
9,074	Charlotte, City of	AMP/DSMI	20	7.2	27.2
1,881	Royal Oak Twp.	AMP/DSMI	20	4	24
8,458	Mason, City of	AMP/DSMI	17	37.33	54.33
7,380	River Rouge, City of	AMP/DSMI	15	100	115
2,349	Bronson, City of	AMP/DSMI	15	70.23	85.23
9,332	Hastings, City of	AMP/DSMI	15	69.05	84.05
8,789	St. Joseph, City of: Application 1	AMP/DSMI	15	66.41	81.41
5,200	Ironwood, City of	DSMI	15	56.79	71.79
2,160	Watervliet, City of	DSMI	15	52.52	67.52
1,208	Baldwin, Village of	AMP/DSMI	15	50.43	65.43
470	Kaleva, Village of	AMP/DSMI	15	46.98	61.98
8,776	Greenville, City of	AMP/DSMI	15	40.12	55.12
4,400	Buchanan, City of	DSMI	15	37.19	52.19
8,305	Hillsdale, City of	DSMI	15	29.99	44.99
7,660	Three Rivers, City of	DSMI	15	24.01	39.01
2,126	Hart, City of	AMP/DSMI	15	24.01	39.01
3,188	Hartford, City of	AMP/DSMI	15	23.06	38.06
1,316	Brown City, City of	AMP/DSMI	15	20.48	35.48
1,740	Berrien Springs, Village of	AMP/DSMI	15	20.05	35.05
10,806	Highland Park, City of	AMP/DSMI	23	53.99	76.99
22,105	Ferndale, City of	DSMI	20	83.62	103.62
16,347	Hazel Park, City of	AMP/DSMI	20	11.44	31.44
57,236	Royal Oak, City of	AMP/DSMI	20	8.45	28.45
29,654	Oak Park, City of	AMP/DSMI	20	4.93	24.93
14,236	Harper Woods, City of	DSMI	20	1.59	21.59
14,380	Owosso, City of	AMP/DSMI	17	27.6	44.6
60,922	St. Clair Shores, City of	AMP/DSMI	17	6.6	23.6
37,213	Muskegon, City of	AMP/DSMI	15	93.81	108.81
10,856	Muskegon Heights, City of	AMP/DSMI	15	88.05	103.05
23,313	Hamtramck, City of	AMP/DSMI	15	86.97	101.97
63,398	Pontiac, City of	AMP/DSMI	15	36.74	51.74
700,000	Detroit Water and Sewerage	DSMI	15	27.82	42.82
2,139	West Branch, City of	AMP/DSMI	15	16.93	31.93
48,000	Roseville, City of	AMP/DSMI	15	16.78	31.78

1,007	Lakeview, Village of	AMP/DSMI	15	11.61	26.61
2,683	Chesaning, Village of	DSMI	15	11.21	26.21
63,131	Taylor, City of	DSMI	15	11.05	26.05
4,280	Mt. Morris, City of	DSMI	15	10.06	25.06
11,269	Sturgis, City of	DSMI	15	9.59	24.59
2,054	St. Charles, Village of	AMP/DSMI	15	9.31	24.31
3,804	Plainwell, City of	AMP/DSMI	15	8.82	23.82
870	Mackinaw City, Village of	AMP/DSMI	15	8.59	23.59
27,216	Allen Park, City of	AMP	15	8.53	23.53
2,428	Cass City, Village of	AMP/DSMI	15	8.46	23.46
1,865	Fennville, City of	AMP/DSMI	15	8.11	23.11
2,040	Quincy, Village of	AMP/DSMI	15	8.08	23.08
2,400	Spring Lake, Village of	AMP	15	7.93	22.93
94,000	Livonia, City of	AMP/DSMI	15	7.92	22.92
1,599	Union City, Village of	AMP/DSMI	15	7.37	22.37
25,044	Wyandotte Water Department	AMP/DSMI	15	7.21	22.21
4,568	Negaunee, City of	AMP/DSMI	15	7.06	22.06
30,627	Brownstown, Charter Twp. of	AMP/DSMI	15	7	22
9,132	Plymouth, City of	AMP/DSMI	15	7	22
8,876	Beecher Metropolitan District	AMP/DSMI	15	7	22
7,349	Hudsonville, City of	AMP/DSMI	15	7	22
7,339	St. Clair River Water Authority	AMP/DSMI	15	7	22
6,976	St. Louis, City of	AMP/DSMI	15	7	22
6,103	Carrollton Twp.	AMP/DSMI	15	7	22
4,110	Algonac, City of	AMP/DSMI	15	7	22
2,835	Marquette County - KI-Sawyer	AMP/DSMI	15	7	22
2,526	Sandusky, City of	AMP/DSMI	15	7	22
2,422	Croswell, City of	AMP/DSMI	15	7	22
2,217	Hudson, City of	AMP/DSMI	15	7	22
2,011	Auburn, City of	AMP/DSMI	15	7	22
1,803	Howard City, Village of	AMP/DSMI	15	7	22
1,616	Ovid, City of	AMP/DSMI	15	7	22
1,327	Saranac, Village of	AMP/DSMI	15	7	22
1,245	Pinconning, City of	AMP/DSMI	15	7	22
1,075	Roscommon, Village of	AMP/DSMI	15	7	22
1,004	Port Austin Area Sewer and Water Authority	AMP/DSMI	15	7	22
328	Tilden Twp.	AMP/DSMI	15	7	22
51,000	Battle Creek, City of	AMP/DSMI	15	6.06	21.06
2,050	Newaygo, City of	DSMI	15	6.06	21.06
134,056	Warren, City of	DSMI	15	5.96	20.96
3,227	Norway, City of	AMP/DSMI	15	5.65	20.65

97,513	Clinton, Charter Twp. of	AMP/DSMI	15	4	19
74,000	Rochester Hills, City of	AMP/DSMI	15	4	19
36,517	Lincoln Park, City of	AMP/DSMI	15	4	19
29,088	Southgate, City of	AMP/DSMI	15	4	19
23,989	Romulus, City of	AMP/DSMI	15	4	19
15,879	Huron Twp.	AMP/DSMI	15	4	19
13,498	Wixom, City of	AMP/DSMI	15	4	19
12,484	Woodhaven, City of	AMP/DSMI	15	4	19
10,355	Cadillac, City of	AMP/DSMI	15	4	19
9,299	Berlin Twp.	AMP/DSMI	15	4	19
7,754	Ash Twp.	AMP/DSMI	15	4	19
5,300	St. Clair, City of	AMP/DSMI	15	4	19
4,121	Lathrup Village, City of	AMP/DSMI	15	4	19
3,735	Boyer City, City of	AMP/DSMI	15	4	19
2,980	Bad Axe, City of	AMP/DSMI	15	4	19
2,870	Rogers City, City of	AMP/DSMI	15	4	19
2,204	Baraga, Village of	AMP/DSMI	15	4	19
1,885	Bangor, City of	AMP/DSMI	15	4	19
1,620	Elk Rapids, Village of	AMP/DSMI	15	4	19
1,285	Bellevue, Village of	AMP/DSMI	15	4	19
1,100	Athens, Village of	AMP/DSMI	15	4	19
30,000	Port Huron, City of	AMP/DSMI	15	3.88	18.88
1,914	Bessemer, City of	AMP/DSMI	15	3.18	18.18
26,833	Harrison, Charter Twp. of	AMP/DSMI	15	3	18
26,000	Mt. Pleasant, City of	AMP/DSMI	15	3	18
6,600	Ishpeming, City of	AMP/DSMI	15	3	18
6,100	Manistee, City of	AMP/DSMI	15	3	18
2,479	Forsyth Twp.	AMP/DSMI	15	3	18
1,890	Capac, Village of	AMP/DSMI	15	3	18
1,556	Three Oaks, Village of	AMP/DSMI	15	3	18
1,550	Montrose, City of	AMP/DSMI	15	3	18
1,243	Coleman, City of	AMP/DSMI	15	3	18
1,100	Carson City, City of	AMP/DSMI	15	3	18
14,480	Fraser, City of	AMP/DSMI	15	0	15
10,412	Grand Haven, City of	AMP/DSMI	15	0	15
8,257	Center Line, City of	AMP/DSMI	15	0	15
7,854	Grand Ledge, City of	AMP/DSMI	15	0	15
7,800	Brighton, City of	DSMI	15	0	15
4,998	Allegan, City of	AMP/DSMI	15	0	15
4,549	Hancock, City of	AMP/DSMI	15	0	15
2,712	Douglas, City of	AMP/DSMI	15	0	15

2,064	Leoni Twp.	AMP/DSMI	15	0	15
1,422	Stanton, City of	AMP/DSMI	15	0	15
1,214	Portage, Charter Twp. of	AMP/DSMI	15	0	15
1,851	Leslie, City of	AMP/DSMI	13	19.4	32.4
10,312	Melvindale, City of	AMP/DSMI	13	7.22	20.22
8,000	Albion, City of	AMP/DSMI	13	5.73	18.73
3,110	Clare, City of	AMP/DSMI	13	4.43	17.43
20,472	Birmingham, City of	AMP/DSMI	13	4	17
2,040	Shelby, Village of	AMP/DSMI	12	55.31	67.31
2,706	Whitehall, City of	AMP/DSMI	12	28.5	40.5
51,508	Saginaw, City of	DSMI	12	27.05	39.05
1,100	Harrison, City of	AMP/DSMI	12	19.58	31.58
3,500	Middleville, Village of	AMP/DSMI	12	15.84	27.84
32,000	East Lansing, City of	AMP/DSMI	12	12.8	24.8
9,232	Howell, City of	AMP/DSMI	12	10.46	22.46
9,932	Flat Rock, City of	DSMI	12	8.47	20.47
5,000	Benton Charter Twp.	AMP/DSMI	12	8.15	20.15
7,160	Rockford, City of	AMP/DSMI	12	7.25	19.25
5,900	Belding, City of	AMP/DSMI	12	7	19
3,750	Ontonagon, Village of	AMP/DSMI	12	7	19
2,479	Montague, City of	AMP/DSMI	12	7	19
1,200	Edmore, Village of	AMP/DSMI	12	7	19
856	Mendon, Village of	AMP/DSMI	12	7	19
45,192	West Bloomfield Twp.	DSMI	12	4	16
1,572	Grass Lake, Village of	AMP/DSMI	12	4	16
5,874	Richmond, City of	AMP/DSMI	12	3	15
1,800	Cassopolis, Village of	AMP/DSMI	12	2.36	14.36
18,405	Mt. Clemens, City of	AMP/DSMI	12	0.06	12.06
8,599	Menominee, City of	AMP/DSMI	12	0	12
103,527	Kalamazoo, City of	AMP/DSMI	11	11.32	22.32
880	Onaway, City of	AMP/DSMI	10	96	106
947	Onsted, Village of	AMP/DSMI	10	58.66	68.66
1,086	Bellaire, Village of	AMP/DSMI	10	49.49	59.49
8,100	Zeeland Board of Public Works	AMP/DSMI	10	39.44	49.44
353	Elberta, Village of	AMP/DSMI	10	32.88	42.88
101,000	Dearborn, City of	AMP/DSMI	10	30.69	40.69
1,525	Schoolcraft, Village of	AMP/DSMI	10	28.26	38.26
12,223	Escanaba, City of	AMP/DSMI	10	26.02	36.02
612	Muir, Village of	AMP/DSMI	10	25.94	35.94
2,526	Pleasant Ridge, City of	DSMI	10	19.45	29.45
11,770	Emmett Charter Twp.	AMP/DSMI	10	11.32	21.32

10,601	Big Rapids, City of	AMP/DSMI	10	11.25	21.25
1,830	Decatur, Village of	AMP/DSMI	10	10.15	20.15
329,000	Grand Rapids, City of	AMP	10	10.14	20.14
7,683	Milan, City of	AMP/DSMI	10	9.09	19.09
27,692	Garden City	AMP/DSMI	10	7.95	17.95
775	Vermontville, Village of	AMP/DSMI	10	7.04	17.04
125,000	Ann Arbor, City of	DSMI	10	7	17
13,946	Bangor, Charter Twp. of	AMP/DSMI	10	7	17
11,300	South Lyon, City of	AMP/DSMI	10	7	17
4,715	Dexter, City of	AMP/DSMI	10	7	17
3,936	Portland, City of	AMP/DSMI	10	7	17
3,700	Munising, City of	AMP/DSMI	10	7	17
2,694	Ishpeming Twp.	AMP/DSMI	10	7	17
1,500	Richland Twp.	AMP/DSMI	10	7	17
950	Mayville, Village of	AMP/DSMI	10	7	17
824	Lyons, Village of	AMP/DSMI	10	7	17
649	Sheridan, Village of	AMP/DSMI	10	7	17
581	New Lothrop, Village of	AMP/DSMI	10	7	17
218	Powell Twp.	AMP/DSMI	10	7	17
175	Mathias Twp.	AMP/DSMI	10	7	17
72,893	Waterford Twp.	DSMI	10	4	14
42,000	Midland, City of	DSMI	10	4	14
12,930	Union, Charter Twp. of	DSMI	10	4	14
11,845	Clawson, City of	AMP/DSMI	10	4	14
10,451	Beverly Hills, Village of	AMP/DSMI	10	4	14
9,592	Ludington, City of	AMP/DSMI	10	4	14
8,725	Petosky, City of	AMP/DSMI	10	4	14
4,077	Williamston, City of	AMP/DSMI	10	4	14
3,750	Romeo, Village of	AMP/DSMI	10	4	14
2,931	Fowlerville, Village of	AMP	10	4	14
1,722	Crystal Falls Twp.	AMP/DSMI	10	4	14
900	Chassell Twp.	AMP/DSMI	10	4	14
858	Ubly, Village of	AMP/DSMI	10	4	14
15,000	Traverse City, City of	AMP	10	3.34	13.34
15,000	Traverse City, City of	Equip.	10	3.34	13.34
15,000	Traverse City, City of	DSMI	10	3.34	13.34
5,557	Swartz Creek, City of	AMP/DSMI	10	3	13
1,730	Armada, Village of	AMP/DSMI	10	3	13
1,012	Saugatuck, City of	AMP/DSMI	10	3	13
680	Maple Rapids, Village of	AMP/DSMI	10	3	13
525	Northport, Village of	AMP/DSMI	10	3	13

497	Benzonia, Village of	AMP	10	3	13
650	Bessemer Twp.	AMP/DSMI	10	2.73	12.73
7,000	Marshall, City of	AMP/DSMI	10	1.66	11.66
14,689	Sault Ste. Marie, City of	DSMI	10	0.98	10.98
14,689	Sault Ste. Marie, City of	Equipment only	10	0.98	10.98
2,457	L'Anse, Village of	AMP/DSMI	10	0.72	10.72
16,135	Grosse Pointe Woods, City of	AMP/DSMI	10	0.35	10.35
7,708	Houghton, City of	AMP/DSMI	10	0	10
3,300	Gogebic Range Water Authority	AMP	10	0	10
1,720	Adams Twp.	AMP/DSMI	10	0	10
200	Interior Twp.	AMP/DSMI	10	0	10
700	Republic Twp.	AMP/DSMI	8	17.75	25.75
4,003	Wayland, City of	AMP/DSMI	8	17.34	25.34
5,970	Northville, City of	AMP/DSMI	8	15.63	23.63
33,000	St. Joseph, City of: Application 2	AMP	8	14.2	22.2
4,400	Coopersville, City of	AMP/DSMI	8	13.91	21.91
1,426	Newberry, Village of	AMP/DSMI	8	9.65	17.65
4,500	Gibraltar, City of	DSMI	8	8.88	16.88
1,875	Marlette, City of	AMP/DSMI	8	8.8	16.8
11,929	New Baltimore, City of	AMP/DSMI	8	7.3	15.3
47,078	Redford, Charter Twp. of	DSMI	8	7	15
22,522	Summit Twp.	AMP/DSMI	8	7	15
21,000	Allendale Charter Twp.	AMP	8	7	15
9,898	Fort Gratiot Charter Twp.	AMP/DSMI	8	7	15
9,549	Sumpter Twp.	AMP	8	7	15
9,066	Clay Twp.	AMP/DSMI	8	7	15
8,664	Bay County Department of Water and Sewer	AMP/DSMI	8	7	15
5,200	Springfield, City of	AMP/DSMI	8	7	15
5,178	Ira Twp.	AMP/DSMI	8	7	15
3,910	Marquette, Charter Twp. of	AMP/DSMI	8	7	15
3,831	Roosevelt Park, City of	AMP/DSMI	8	7	15
3,786	North Muskegon, City of	AMP/DSMI	8	7	15
2,412	Pinckney, Village of	AMP	8	7	15
1,675	South Rockwood, Village of	AMP	8	7	15
1,655	Nashville, Village of	AMP	8	7	15
1,149	Marcellus, Village of	AMP/DSMI	8	7	15
1,106	Lexington, Village of	AMP/DSMI	8	7	15
7,620	Iron Mountain, City of	AMP/DSMI	8	5.76	13.76
1,208	Pigeon, Village of	AMP/DSMI	8	5.45	13.45
4,867	Cheboygan, City of	AMP/DSMI	8	4.3	12.3

34,602	Southwest Michigan Regional Sanitary Sewer and Water Authority	AMP/DSMI	8	4.04	12.04
9,383	Alma, City of	DSMI	8	4.03	12.03
90,000 +	Macomb Twp.	AMP	8	4	12
43,934	Portage, City of	AMP	8	4	12
28,000	Van Buren Twp.	AMP	8	4	12
22,000	Auburn Hills, City of	AMP	8	4	12
14,970	Berkley, City of	AMP/DSMI	8	4	12
11,050	Grosse Pointe Park, City of	AMP/DSMI	8	4	12
11,038	Negaunee-Ishpeming Water Authority	AMP	8	4	12
10,371	Grosse Ile Twp.	AMP	8	4	12
9,850	Tittabawassee Twp.	AMP	8	4	12
5,340	Eaton Rapids, City of	AMP/DSMI	8	4	12
3,956	Otsego, City of	DSMI	8	4	12
3,908	Pennfield Charter Twp.	AMP/DSMI	8	4	12
3,559	Cottrellville Twp	AMP/DSMI	8	4	12
3,029	Iron River, City of	AMP/DSMI	8	4	12
2,906	Vicksburg, Village of	AMP/DSMI	8	4	12
2,500	Galesburg, City of	AMP/DSMI	8	4	12
2,100	Niles Charter Twp	AMP/DSMI	8	4	12
2,028	Corunna, City of	AMP/DSMI	8	4	12
900	Augusta, Village of	AMP/DSMI	8	4	12
578	Sunfield, Village of	AMP	8	4	12
200	Grant Twp.	AMP	8	4	12
7,900	St. Johns, City of	AMP/DSMI	8	3.98	11.98
3,097	Manistique, City of	AMP/DSMI	8	3.37	11.37
48,582	Monroe, City of	AMP/DSMI	8	3.34	11.34
~42,000	Plainfield Charter Twp.	AMP/DSMI	8	3	11
6,567	Kinross Charter Twp.	AMP/DSMI	8	3	11
1,997	Mattawan, Village of	AMP	8	3	11
1,668	Homer, Village of	AMP/DSMI	8	3	11
1,173	Colon, Village of	AMP/DSMI	8	3	11
507	Ely Twp.	AMP/DSMI	8	3	11
5,421	Grosse Pointe, City of	DSMI	8	0.48	8.48
9,512	Ecorse, City of	AMP/DSMI	8	0.41	8.41
10,813	Coldwater Board of Public Utilities	AMP	8	0.3	8.3
7,130	Rochester, City of	DSMI	8	0.17	8.17
78,000	Shelby Twp.	AMP	8	0	8
5,187	Alpena Twp.	AMP/DSMI	8	0	8

4,396	Gladstone, City of	AMP/DSMI	8	0	8
4,385	St. Ignace, City of	AMP/DSMI	8	0	8
2,180	Perry, City of	AMP/DSMI	8	0	8
1,871	Lawton, Village of	AMP/DSMI	8	0	8
1,500	Lockport Twp.	Equipment only	8	0	8
863	Pentwater, Village of	AMP/DSMI	7	28.19	35.19
500	Torch Lake Twp.	AMP/DSMI	7	14	21
385 (of 550)	Ford River Twp.	AMP/DSMI	7	0	7
952	Central Lake, Village of	AMP/DSMI	5	9.77	14.77
2,318	Wakefield, City of	AMP/DSMI	5	7	12
1,500	Lake Linden, Village of	AMP/DSMI	5	4	9
450	Crystal Mountain Resort	AMP	5	4	9
3,805,927	Great Lakes Water Authority	AMP	5	3	8
936	Westphalia, Village of	AMP	3	7	10
803	Springport, Village of	AMP/DSMI	3	7	10
475	Pewamo, Village of	AMP	3	7	10
470	Richmond Twp.	AMP/DSMI	3	7	10
380	Rudyard Twp.	AMP/DSMI	3	7	10
874	Suttons Bay, Village of	AMP/DSMI	3	4.58	7.58
<500	Houghton County	AMP/DSMI	3	4	7
1,330	Osceola Twp	AMP/DSMI	3	4	7
250	Germfask Twp.	AMP/DSMI	3	4	7
200	Skandia-West Branch Townships Water Authority	AMP/DSMI	3	4	7
198	Minden City, Village of	AMP/DSMI	3	4	7
600	McMillan Twp.	AMP/DSMI	3	3	6
553	Sand Lake, Village of	AMP/DSMI	3	3	6



To: Village Council, VA Selner
From: Jeremiah Helenhouse, DPW Supervisor
Date: 4/12/2021
Re: Council Report

Work Completed 3/22/21 – 4/9/21

1: **Sewer**

- A: Replaced blower at lagoon
- B: Lift station checks
- C: Cleaned pump two at the industrial lift station
- D: Sent samples to Trace, began discharge
- E: Sent in monthly discharge reports

2: **Water**

- A Weekly well checks
- B: Chlorine residuals
- C: Work orders
- D: Ordered sodium hypochlorite for well treatment
- E: Sent in MOR's to EGLE
- F: Service line replacement at 109 E. Fifth St.

3: **Streets**

- A: Cleaned up plow marks
- B: Fixed lawn on S. Sunset Dr.

C: Replaced sprinkler head on Elliott

D: Leaf bags.

4: **Motor pool**

A: Cleaned salt from salters - get ready to store for summer

B: Removed fuel tanks from truck #2 and cleaned truck to prepare for sale

C: R&R batteries on 70KW generator

D: Preventative maintenance on truck #3 - paint

5: **Parks**

A: Removed sticks and trash from Getty Park

B: Picked up trash at soccer field and thatched field

C: Prepared new downtown pocket park for project - removed trees, steps, trash, etc.

D: Put out trash bins and picnic tables

218 N. MICHIGAN AVE.,
SHELBY, MI 49455
PHONE: 231-861-6269
FAX: 231-259-0550



STEVEN WALTZ,
CHIEF OF POLICE
SWALTZ@SHELBYVILLAGE.COM

Report for Village Council 4/12/21:

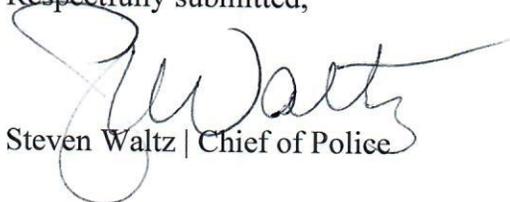
During the month of March, 2021, the police department has started to address instances of blight that officers have seen while out on patrol. Currently we have eleven cases in process. As I drive around the Village, I have noted that three of the eleven have made efforts to clean up their property. Officers have had verbal contact with property owner/tenants in an effort to afford them the opportunity to abate the blight before enforcement actions are taken. Letters are currently being sent to the property owners/tenants of properties where we have made contact, but there has been little or no clean up of the property. Officers will take note of, and take action on, other locations as time permits.

As of April 1, 2021, New laws have been enacted in the area of criminal justice reform that will have an impact on the police department procedurally. A few items of note are that almost all misdemeanor infractions punishable by one year in jail or less, will require an appearance ticket to appear in court, and officers will not be able to lodge the offender in jail, they must be released (there are a few exceptions to this). These offenses include almost all misdemeanors with exceptions for "serious misdemeanors" (such as domestic violence, breaking and entering, stalking, discharging a firearm aimed at a person, etc..).

Since 1994, there has been a sex offender registration act that prohibited persons that were convicted under the act, from living, working, or loitering within 1000 feet of school property. Earlier this year, this law was changed to follow the federal registration and notification act, and there is no longer a requirement that limits how far from school property someone can live or work, and it relaxes some sex offender reporting requirements that were in place previously.

March 2021 Crime stats are attached

Respectfully submitted,



Steven Waltz | Chief of Police

Shelby PD Offense Summary

Occurred 3/1/2021 - 3/31/2021

Offense	Total Offenses
1313 - 13001 - Assault and Battery/Simple Assault	4
2399 - 23007 - Larceny (Other)	1
5560 - 55000 - Dog Law Violations	1
5561 - 55000 - Animals at Large	1
8041 - 54002 - Operating Under the Influence of Intoxicating Liquor	1
8271 - 54003 - Traffic - No Operators License	2
9201 - 92001 - Civil Custodies - Divorce and Support	3
9910 - 93001 - Traffic, Non-Criminal - Accident	1
9911 - 93002 - Traffic, Non-Criminal - Non-Traffic Accident	2
9939 - 98002 - Inspections/Investigations - Vehicle/VIN/School Bus	5
9940 - 98003 - Inspections/Investigations - Property	11
9942 - 98006 - Inspections/Investigations - Family Trouble	3
9943 - 98007 - Inspections/Investigations - Suspicious Situations	5
9946 - 99001 - Miscellaneous - Suicide	2
9947 - 99002 - Miscellaneous - Natural Death	1
9953 - 99008 - Miscellaneous - General Assistance	10
9955 - 99008 - Miscellaneous - Assist to EMS	9
9956 - 99008 - Miscellaneous - Assist to Other Police Agency	1
Total	63



Village Council
Item Cover Page

Meeting Date: 4/12/2021
Agenda Item: Ordinance Recodification Proposal
Recommendation: Approve American Legal Publishing Codification Proposal
Budget Impact: Part of the FY2021-22 Budget
Staff Contact: Brady Selner, Village Administrator

Background:

The Ordinance Committee met twice to discuss the ordinance recodification project. After reviewing the three proposals, the Committee is recommending Village Council approve the proposal from American Legal Publishing. All three proposals would provide a much-needed review and update to our codified ordinance. The benefits of working with American Legal Publishing is their familiarity with our code and they can do the project at the lowest cost (\$6,800). They also provide free model ordinances covering nearly any municipal topic to replace outdated ordinances or to cover an area the Village may not have an ordinance.

Supporting Documents:

Ordinance Recodification Proposal Comparison
American Legal Publishing Proposal
Resolution No. 24-21

Motion _____ by seconded by _____ to approve Resolution
No. 24-21.

Village of Shelby
Ordinance Recodification Proposals



	General Code	Municode	American Legal Publishing
Location	Rochester, NY	Tallahassee, FL	Cincinnati, OH
Price	\$8,763	\$9,300	\$6,800
Online Code Hosting	\$995	\$450 (\$915 when adding CodeBank and OrdBank)	\$450 (\$250 initial build-first year)
Agenda Management Software	N/A	\$2,400	\$3,000 Diligent (iCompass)
Per Page Increase Rate		\$24.00 per page	\$18.00 per page
Supplement Service	\$18.00 per page (for three years from date of publication)	\$19.00 per page	\$19.00 per page
Timeline	12 – 14 months	10 – 12 months	9 months (excluding our review time)

Project Scopes

General Code

1. Project Launch
 - a. General Code will consult with Shelby’s designated contact person to review the project generally and to clarify any initial questions for both General Code and the Village. To begin the project, the Village shall provide the source materials for the new Code.

2. Organizational Analysis
 - a. General Code will prepare an Organizational Analysis of our legislation for the Village to review, which will include a proposed Table of Contents for the Code and a listing of legislation reviewed, along with questions about any missing material and adoption dates as well as any other questions pertaining to the completeness of materials being reviewed.

3. The Editorial and Legal Analysis will include the following:
 - a. Identification of duplications, conflicts, and inconsistencies between or within various sections of the Code.
 - b. Identification of duplication, conflicts, and inconsistencies with Michigan statutes.
 - c. Any practical recommendations to make your legislation more enforceable.
 - d. Suggestions regarding fines, fees, and penalties.
 - e. Suggestions on ways to modernize your legislation.

 - f. Village Responsibilities: The Village will review the Editorial and Legal Analysis and make the final decisions on any changes that are deemed necessary. All final decisions regarding the sufficiency of the legislation, which is to be codified, and any changes to



be made to said legislation, shall be the province of the Village officials and the Village Attorney.

4. eCode360 Review

- a. This is a searchable online repository that houses your Code Manuscript and Editorial and Legal Analysis during the review stages of the codification process. When the Manuscript and Editorial and Legal Analysis are ready for review, General Code will activate your Code Review site and provide your review committee with a link to a secure online version of your in-process Code and the supporting documents, which could include the Code Project Contract, Organizational Analysis, Code Adoption Information, and Disposition List. As the project continues, additional secure drafts will be available on your Code Review site.

5. Final Editing of the Manuscript and Submission of the Draft

- a. Once the Editorial and Legal Analysis is returned, an editor will begin the final editing process. During this time General Code will:
 - i. Edit the text to incorporate any revisions and additions previously approved in the Editorial and Legal Analysis phase.
 - ii. Update the Table of Contents listing all chapters and articles included in the Code, as applicable.
 - iii. Include cross-references and Editor's Notes, as required, and add historical notations indicating the source and date of adoption of each enactment.
 - iv. Proofread all copy to correct typographical and spelling errors.
- b. Using Code Review, a final Draft of the Code for final review by the Village will be uploaded. At this point, the editorial work on the project will be completed; therefore, if we requires any additional changes, further charges will apply.

6. Adopt the Code

- a. General Code will provide a comprehensive index, a disposition list, a derivation table and code adoption legislation.

Municode

1. Ordinances

- a. All legislation of general and permanent nature, pass in final form by the Village, as set forth in this proposal, will be included in the analysis. The material received will be acknowledged via e-mail to establish a record of included ordinances.

2. Attorney Analysis and Review of Material

- a. Our assigned Municode attorney, along with his/her team of legal editors, proofreaders and indexers will be assigned to this project. Municode will research the Code and all legislation submitted to ensure conformity with state statutes. The ordinances will also be compared to Code content in order to determine if there are any inconsistencies or conflicts within the legislation itself.



2. Legal Analysis
 - a. American Legal Publishing staff will provide an Exclusive Editorial and Legal Report detailing internal code inconsistencies as well as inconsistencies between our ordinances and state statutes and federal law.
 - b. The report will be reviewed at a conference (online) between American Legal Publishing and the Village.
 - c. The legal review will be provided 3-6 months after the agreement is signed.
 - d. Village reviews for 1-2 months. Any questions can be directed to the American Legal Publishing attorneys.
 - e. Conference call is set to go over the edits.
3. Subject Matter Format
 - a. The ordinance will be arranged according to logical subject matter. We group all of our land use ordinances together in one section, business regulations together in one section, administrative ordinances in one section, etc.
 - b. Free Model Ordinances covering nearly any municipal topic to replace an outdated ordinance or to cover an area where we do not have an ordinance can be provided.
4. Table of Special Ordinances, Parallel References and Indexing
 - a. As part of our new code, American Legal Publishing will create Tables of Special Ordinances covering topics such as annexations, zoning map changes, franchise, easements, etc. These ordinances will be listed in table form by ordinance number, date of passage, and will include a brief description of each ordinance.
 - b. The new code will include Parallel Reference Tables that indicate which code sections are based on state statutes, where prior code sections appear in the new code, and a cross-reference of ordinance numbers to code section numbers.
5. Style Options
 - a. We offer different typestyle for our code. Single or dual column printing and various types of binders.
6. Adopting the Ordinance
 - a. American Legal Publishing will draft language to pass one ordinance to adopt the new ordinance.

**Recodification Proposal
Code of Ordinances
Village of Shelby, Michigan**



AMERICAN LEGAL
Publishing Corporation

Richard C. Frommeyer
Codification Consultant
1-800-445-5588

AMERICAN LEGAL PUBLISHING CORPORATION PROPOSAL FOR THE VILLAGE OF SHELBY, MICHIGAN

TABLE OF CONTENTS

1. Letter
2. Advantages and Benefits
3. Security Features
4. List of Key Personnel
5. League Affiliations and Client List
6. Codification Cost and Services Summary; Codification Agreement
7. Sample Code Pages (single and dual column)
8. Search & Retrieval Program for the Web



February 13, 2020

Brady Selner
Village Administrator
218 North Michiga
Shelby, MI 49446

Dear Mr. Selner:

Thank you for your interest and considering American Legal Publishing for your recodification project. We have been your codification company since we merged with the Justinian Company and look forward to working with you in the future. Enclosed is our proposal to recodify Shelby's code of ordinances. A recodification includes incorporating all new permanent nature ordinances into a codified code book, updating an index and tables as needed, formatting the pages into a new typestyle and look, including the choice of a single or dual column print, and complete copies of the entire code book.

It also includes a legal review and written report by one of our staff attorneys. We feel an accurate code reviewed and edited by a staff attorney is the most important part of any codification project. **Please compare our list of attorneys and report to any other company.** I think you will find our report the most detailed in the industry. We can do take the time because we have 16 attorneys on staff.

The recodification project will be overseen by our law department. The review will uncover inconsistencies between sections in the code and inconsistencies with the code and state statutes. Additionally, there might be some reorganization and renumbering of the code if necessary. New binders and divider tabs are included in the price. There is also the option to receive the new code on a flash drive, downloadable (dropbox/FTP site), and we still offer a CD-Rom as well. We also can place you code on the Web.

We welcome the opportunity to continue to provide codification services for Shelby's municipal documents. I would be happy to setup a meeting to go over the agreement and provide a demonstration of our software in the near future. Should you have any questions about the proposal, please do not hesitate to call me.

Sincerely,



AMERICAN LEGAL
Publishing Corporation

Richard C. Frommeyer

Codification Consultant

American Legal Publishing Corporation

rfrommeyer@amegal.com

800.445.5588 office

513.235.3926 cell

AMERICAN LEGAL PUBLISHING CORPORATION

ADVANTAGES AND BENEFITS

QUALIFICATIONS

- American Legal Publishing Corporation began as the codification division of the Anderson Publishing Company of Cincinnati in **1934**. We became a separate corporation in 1979. In 2007 we became an employee owned company.
- American Legal currently serves more than 3,400 local government clients across the country. Our clients range in size from Boston, New York City, Los Angeles, Cleveland, Chicago, Dallas, Fort Worth, Philadelphia and Salt Lake City to villages with populations under 500.
- American Legal currently serves over 120 municipalities in the state of Michigan including Davidson, Dearborn, Flint, Holly, Lake Angelus, Lake Orion, Memphis, Mussey Township, Sterling Heights, and Wyandotte to name a few.
- We are the codification consultants to the International Municipal Lawyers Association and numerous state municipal leagues.

LEGAL ANALYSIS

- Our legal staff's **Exclusive Editorial and Legal Report** details internal code inconsistencies as well as inconsistencies between your ordinances and state statutes and federal law. Our legal team consists of fourteen members with law degrees, including the president of the company. An attorney will provide your legal review.
- We provide the **most comprehensive analysis** in the codification industry: outlining problems, providing you with alternatives, and allowing you to implement desired improvements.
- You receive the Editorial and Legal Report with the **draft** of your code, allowing you to review your code with the assistance of our detailed, written editorial analysis which will ultimately be reviewed with you at a conference in Shelby.

SUBJECT MATTER FORMAT

- We will arrange your ordinances according to logical subject matter. We group all of your land use ordinances together in one section, your business regulations together in one section, your administrative ordinances in another section, etc.
- We can offer you free **Model Ordinances** covering nearly any municipal topic to replace an outdated ordinance or to cover an area where you may not have an ordinance.

TABLE OF SPECIAL ORDINANCES, PARALLEL REFERENCES AND INDEXING

- As part of your new code, we will create Tables of Special Ordinances covering such topics as annexations, zoning map changes, franchises, easements, etc. These ordinances will be listed in table form by ordinance number, date of passage, and will include a brief description of each ordinance.
- Your code will include Parallel Reference Tables that indicate which code sections are based on state statutes, where prior code sections appear in your new code, and a cross-reference of ordinance numbers to code section numbers.
- Our comprehensive index includes no dead ends when you search for a topic.

STYLE OPTIONS

- We offer different timesteps for your code, single or dual column printing and various types of binders.

TIMELY DELIVERY AND FLEXIBLE BILLING

- We will complete your code within 9 months (excluding your review time).
- We can work with you to schedule the project so that it meets your budgetary needs.
- We complete supplements within 45 days for yearly supplements or instantly.

RE-ORDERS AND PAMPHLETS

- We have **no minimum** or maximum orders of extra copies of your code. You can call us at any time and order 1 or 1,000 additional copies of your code.
- You can order only as many codes as you need without having to worry about buying, storing and updating copies that you don't need.
- You can receive specific pamphlets for your police department, zoning department, etc.

COMPUTERIZATION OF CODE

- You can receive your code downloadable, a flash drive, and we still offer a CD-ROM in WordPerfect or Microsoft Word compatible at no additional charge.
- Access every word in your code in just seconds with our "open source" online searchable software. Your code can be linked to your meeting minutes and other municipal documents. We use open source software for the internet, and do all the conversion work ourselves; we have produced thousands of codes online.
- Users can customize their version by creating color highlights, bookmarks, notes, and pop-up links without affecting the original text.

SUBSCRIBERS SERVICE

- American Legal can sell current copies of Shelby's code (printed and computer versions) via our "800" number directly to Law Firms, Developers and other outside parties.
- Our service relieves Shelby of the burden of maintaining and updating inventory of codes and processing individual payments.

SUPPLEMENT SERVICE

- Our fast and efficient supplement service will keep your code current in future years. Delivery is within 45 days or less for yearly updates and much quicker for instant updates. You can supplement as often as necessary - even after every council meeting.

SUBCONTRACTING

- We do all editing, legal review, printing and computer/internet work inhouse and at one location.

NEW FORMAT FOR THE CODE

We would setup your code in a new format. Below is a sample, however we can work with you on a numbering system that will best work for you. We have used this system since 1934 and it has worked for many of our clients. It is a subject matter format. It allows for easy expansion. With alphabetical systems you can end up with 1/2 chapters and 3/4 chapters pretty quickly when adding a new subject. This also leads to needing a reformat to fix the issues more often as well costing the municipality additional fees.

STANDARD FORMAT AND ORGANIZATION

The city can retain its current organization and format or choose another that it prefers; we suggest the following organization of the code:

Municipal Officials/Officers List

Table of Contents

Charter and Charter Index

Title 1 General Provisions

Title 3 Administration Ordinances

Title 5 Public Works Ordinances

Title 7 Traffic Code Ordinances

Title 9 General Regulations Ordinances

Title 11 Business Regulations Ordinances

Title 13 General Offenses Ordinances

Title 15 Land Usage Ordinances

Table of Special Ordinances (ordinances that are included in summary form only)

Parallel Reference Tables

Index

Titles are odd numbered to allow for expansion if necessary.

Sections within a chapter are grouped in a subchapter name if appropriate and a gap of 5-10 section numbers are left for expansion within that subchapter.

American Legal Publishing Security Features

American Legal Publishing provides monitoring services of our website 24 hours a day, 7 days a week, 365 days a year. The ALP website is hosted on a VMWare Esx cluster. We have 4 separate hosts that the virtual machines can run on. All 4 of these servers use VMWare High Availability. We also replicate these virtual machines to our Louisville datacenter every 4 hours. At our Colo the internet is a multi-provider based with 6 separate providers that is BGP load balanced and we are given a 99.999% uptime commitment. The Colo is a SOC-3 compliant datacenter for security purposes.

The facility is a hardened facility. We have offsite backups every day. We backup all our documents every night off site as well as an image level backup every hour. We have backup power and a fire suppression system at the facility. The facility is monitored 24 hours a day 7 days a week. There is a video monitoring system at the facility. Due to the number of large city clients we don't reveal the location of our servers or any additional information.

All standard maintenance is completed on Saturdays after 12 a.m. eastern standard time. The website could go slow for a few seconds or a couple of minutes during maintenance. Over the last 365 days our uptime is 99.999%.

We have tools in place to monitor attacks or breeches. There is redundant power to the server and a redundant power supply to the facility should there be a catastrophic power outage. There are two different fire prevention and suppression systems in the building. Due to the nature of our business we don't offer any additional information in writing about our security systems. We would be happy to answer any additional questions over the phone.

In the event that our website is attacked or goes down because of malicious activity we are notified immediately that there is an issue by our facility. We provide notice to our clients by email or and in some cases phone calls detailing the problem and letting our clients know we are working on a solution. Once we determine the problem we work to get the website up and running as quickly as possible. We immediately put our backup plan in place and this includes uploading all our codes at our Louisville, Kentucky location so we can have our clients back on the web within 4-6 hours of the initial incident. We do provide all clients a copy of their code downloadable, on a disk, or flash drive that could be placed on their site that is searchable as well.

To get into the building where our servers are located you need to swipe a keycard and you need a security code for a keypad punch entry system. You then need a thumb print and other keypad punch code. Once inside the facility the servers are stored in a cage and another key code is needed to open the cage.

We have never experienced a security breach. However, in the event of a security breach we determine the severity of the breach and our next course of action. We would notify our clients of the breach if necessary by email or phone. In the meantime we immediately start our disaster recovery plans. We use our backup server and install all our online codes onto a safe and secured server at a different facility. This typically will take 4-6 hours.

American Legal Publishing developed a new search engine and web hosting site which started in January 30, 2020. By the time your code project is finished we will have been on this new site for almost two years. American Legal has spent a significant amount of capital to allow the site to be even more user friendly and offer many additional services for our clients.

The website is open source so it will allow easy access for the municipality to use the code in other programs or to provide it to its citizens, businesses, and staff.

Our website auto-recognizes a device being used to access it and adjusts to fit the screen. Navigation icons condense under a drop-down menu when the screen is tablet sized or smaller. These include the Table of Contents; Code Version and Compare features (if applicable per client); Sharing icons (bookmark, print, share, download); and user control icons (search; login; google translate; help and back to Code Library).

Should you have additional questions, please feel free to give us a call.

KEY PERSONNEL

With 49 employees, our editorial support staff consists of more than 22 experienced editors skilled in the multiple disciplines required in providing codification services. Our typical editor is a college graduate with a degree in English, Journalism, or Law (16 staff members have law degrees). American Legal has a higher percentage of editors with Masters or Doctorate Degrees than any other national codification firm. Our staff includes a former City Law Director, Former City Councilmember, former City Mayor, and former Neighborhood Council President.

American Legal Publishing shall devote a team of our most experienced professionals to provide editing and codification services to Shelby. The qualifications and role of each team member is described below, depending on production schedules the individuals editors could change:

AIMEE CHOI - DIRECTOR OF NEW CODES DEPARTMENT

- Qualifications:*
- Manages the production of American Legal's newest accounts and special projects
 - Editor of many large and small cities including the Tucson, Arizona Code, Frankfort, Kentucky, San Bernardino County, California, Cape Coral, Florida, and Lake County, Illinois to name a few
 - B.A., English/Creative Writing, Northern Kentucky University
 - B.A., Journalism/Public Relations, Northern Kentucky University
 - Over twenty years with American Legal

Role: Project manager for the Village of Shelby; responsible for overall project quality and for the successful completion and delivery of the project

DARLENE FOLEY - EDITOR AND STAFF ATTORNEY

- Qualifications:*
- Has extensive experience in the editing, supplementing and analysis of municipal codes in Michigan as well as elsewhere including Flint, MI, Fort Worth, Texas, San Bernardino, California, Will County, Illinois, Chicago, Illinois, Cleveland, Ohio and many other large cities and counties.
 - J.D., University of Cincinnati
 - B.A., University of Cincinnati
 - Over fifteen years with American Legal

Role: Will be main editor for the Village of Shelby.

LAURA MOSER - LEGAL REVIEW STAFF

- Qualifications:*
- J.D., Salmon P. Chase College of Law, Northern Kentucky University
 - B.A., Political Science, Northern Kentucky University, Cum Laude
 - Over eight years providing legal reviews to Michigan clients

Clients

- Provided the Legal Review for the City of Dearborn, the Charter Township of Big Rapids, the City of East Grand Rapids, and Mussey Township to name a few

Role: Responsible for providing the editorial and legal review for the Village of Shelby.

SARAH BAUER - DIRECTOR OF ELECTRONIC PUBLISHING

- Qualifications:*
- Manages American Legal's CD-ROM and Internet publishing department
 - Project manager for high level clients
 - B.A., English, Northern Kentucky University
 - M.A. English, University of Cincinnati
 - Fifteen years with American Legal

Role: Responsible for production and placing the Village of Shelby Code of Ordinances on the Web; primary technical contact for the Township

RICHARD C. FROMMEYER - CODIFICATION CONSULTANT

- Qualifications:*
- Over twenty-six years experience with American Legal Publishing
 - B.S., University of Kentucky
 - Sales Representative for over twenty-five years in Michigan
 - Negotiated the contracts with Dearborn, MI, Wyandotte, MI and many additional clients in Michigan. Nationally worked on Forth Worth, Texas, Lake and Will County, Illinois, Wake County, North Carolina, Toledo, OH and many more cities, towns, and counties across the country.

Role: Main contact person for contract negotiations

Additional Legal Staff:

STEPHEN G. WOLF - CEO

- J.D., University of Cincinnati College of Law.
- B.B.A., Management, University of Cincinnati.
- Current City Attorney of an Ohio city, and former Mayor.
- Over Thirty-five years with American Legal Publishing.

RAY G. BOLLHAUER - PRESIDENT

- J.D., University of Cincinnati College of Law
- B.A., Economics, University of Cincinnati
- Over twenty-five years with American Legal
- Past President and Councilmember.

CYNTHIA A. POWELEIT - VICE PRESIDENT AND EDITOR-IN-CHIEF

- J.D., Salmon P. Chase College of Law, Northern Kentucky University.
- B.A., English, Denison University.
- Over twenty-five years with American Legal Publishing.

TODD MYERS - SUPPLEMENT DIRECTOR

- J.D., University of Cincinnati College of Law (Law Review)
- B.S., Criminal Justice, University of Cincinnati
- Over twenty years with American Legal

deRICCI GETTY - LEGAL REVIEW STAFF

- J.D., University of Akron Law School
- B.A. Marketing, Ohio University
- Licensed in Pennsylvania and Ohio
- Owned law firm for nine years practicing in municipal law in Pennsylvania
- Over fifteen years with American Legal Publishing.

LISA BRICKNER - LEGAL EDITOR

- J.D., University of Cincinnati College of Law
- University of San Diego School of Law, Magdalen College
- B. A. Police Administration, Eastern Kentucky University
- University of Oxford, Oxford, England
- Over fifteen years with American Legal Publishing.

DEVON MOSER - LEGAL REVIEW STAFF

- J.D., University of Cincinnati College of Law
- B.A. International Studies, Wright State University
- Army Cadet
- Over fifteen years with American Legal Publishing

MICHAEL FIELMAN - LEGAL EDITOR

- J.D., Salmon P. Chase College of Law, Northern Kentucky University
- Law Review
- B.S. Finance, Miami University (Oxford, Ohio)
- Over twelve years with American Legal Publishing

OWEN PARSONS - LEGAL EDITOR

- J.D., Salmon P. Chase School of Law
- B.A. Government Studies, Centre College
- Over five years with American Legal Publishing

NILS HERDELIN- LEGAL EDITOR

- J.D., Salmon P. Chase, College of Law
- B.A. Political Science, Western Kentucky University
- Member of the Ohio Bar Association
- Former Special Assistant Prosecutor in Campbell County, KY
- Over six years with American Legal Publishing

BRANDI BUCHENAU - STAFF ATTORNEY

- J.D., Salmon P. Chase School of Law
- B.A. Political Science, Northern Kentucky University
- Over three years with American Legal

KEVIN ROBERTS - STAFF ATTORNEY

- J.D., University of Cincinnati College of Law
- B.S., Tufts University
- Member of the Federal and Ohio Bar
- Over thirty two years experience as an attorney
- Formerly worked for Taft, Stettinus, and Hollister
- Law Review and won "Best Case Note Award"

JOSEPH STENKEN- STAFF ATTORNEY

- J.D., University of Cincinnati, College of Law
- B.A. Government Studies, Miami University
- Over five years experience in legal editing

RACHAEL HERRLE - STAFF ATTORNEY

- J.D., University of Cincinnati College of Law
- B.A. English, Miami University
- Worked as an attorney in the Hamilton County Defender's office

AMERICAN LEGAL PUBLISHING CORPORATION

LEAGUE AFFILIATIONS

American Legal Publishing is proud of its relationship as consultants to the following organizations:

INTERNATIONAL MUNICIPAL LAWYERS ASSOCIATION (IMLA)

1110 Vermont Avenue, NW, Suite 200
Washington, DC 20005
Contact: Chuck Thompson
Executive Director and General Counsel
(202) 466-5424

LEAGUE OF ARIZONA CITIES AND TOWNS

1820 West Washington Street
Phoenix, AZ 85007
Contact: Ken Strobeck,
Executive Director
(602) 258-5786

ARIZONA ASSOCIATION OF COUNTIES

1910 West Jefferson Street
Phoenix, AZ 85007
Contact: Jennifer Marson
Executive Director
(602) 252-6563

OHIO MUNICIPAL LEAGUE

175 South Third Street, Suite 510
Columbus, OH 43215
Contact: Kent M. Scarrett
Executive Director
(614) 221-4349

NORTH CAROLINA LEAGUE OF MUNICIPALITIES

P.O. Box 3069
Raleigh, NC 27602
Contact: Jennifer Schneier
Acting General Counsel
(919) 834-1311

LEAGUE OF OREGON CITIES

1201 Court Street NE, Suite 302
Salem, OR 97301
Contact: Debi Higgins
Codification Coordinator
(503) 588-6550

INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS (IIMC)

8331 Utica Avenue
Rancho Cucamonga, CA 91730
Contact: Chris Shalby, Executive Director
(909) 592-4462

LEAGUE OF MINNESOTA CITIES

145 University Avenue West
St. Paul, MN 55103-2044
Contact: Amber Eisenschenk
Staff Attorney
(651) 281-1200

LEAGUE OF NEBRASKA MUNICIPALITIES

1335 L Street
Lincoln, NE 68508
Contact: Christy Abraham
Legal Counsel
(402) 476-2829

LEAGUE OF WISCONSIN MUNICIPALITIES

202 State Street, Suite 300
Madison, WI 53703-2215
Contact: Claire Silverman
Legal Counsel
(608) 267-2380

VIRGINIA MUNICIPAL LEAGUE

13 E. Franklin Street
Plymouth, VA 23241
Contact: Michelle Gowdy
General Counsel
(804) 523-8525

SOUTH DAKOTA MUNICIPAL LEAGUE

214 E. Capitol Avenue
Pierre, SD 57501
Contact: Yvonne Taylor
Executive Director
(605) 224-8654

INDIANA ASSOCIATION OF CITIES & TOWNS

150 West Market Street
Indianapolis, IN 46204
Contact: Jodie Woods
General Counsel
(317) 237-6200

LEAGUE OF KANSAS MUNICIPALITIES

300 Southwest 8th Avenue, Suite 100
Topeka, Kansas 66603-3951
Contact: Eric Smith
Deputy General Counsel
(785) 354-9565

Partial Client List

Listed below are a few of the nearly 3,400 ordinance codification clients of American Legal Publishing.

Michigan Partial Client list:

Village of Alanson
City of Auburn
Big Rapids Township
Breitung Township
Village of Burch Run
Casseville Township
City of Dearborn
City of Flint
Village of Holly
City of Lake Angelus
Village of Lake Orion
Mussey Township
City of Saginaw
Silvercreek Township
City of Sterling Heights
Tuscarora Township
Sebewraing Township
Village of Union City
City of Wyandotte
Yates Township

National clients include:

Albuquerque
Boston
Boise
Chicago
Cleveland
Dallas
Fort Worth
Honolulu
Los Angeles
Louisville/Jefferson County
Montgomery County, MD
New York City
Salt Lake City Utah
San Diego County
San Francisco
Sioux Falls, SD
Toledo
Tucson
Waterbury, CT
Weirton, WV

American Legal Publishing Corporation Michigan Reference List

Listed below are a few of the over 3,400 ordinance codification and online clients of American Legal Publishing Corporation. Some of our clients include New York City, Albuquerque, Boston, Cleveland, Dallas, Fort Worth, Honolulu, Los Angeles, Philadelphia, San Diego County, and the City and County of San Francisco. We have over 120 clients in Michigan.

City of Dearborn
Marcella Brewer
Assistant City Clerk
16901 Michigan Avenue
Dearborn, MI 48126
313-943-2665

They have been a client since July 2019. We supplement the code on the web instantly and the paper code yearly.

Township of Burtchville
Bob Bailey
Township Clerk
4000 Burtch Road
Lakeport, MI 48059
810-385-5577

The Township has been a client for over 11 years and supplements as necessary.

Township of Caseville
Michelle Stirrett
Township Clerk
6767 Main Street
Caseville, MI 48725
989-856-3053

The Township has been a client for over 17 years and supplement as necessary.

City of Wyandotte
Beth Lekity
Deputy City Clerk
3200 Biddle Avenue
Wyandotte, MI 48192
734-324-4568

They became a client in 2018 for 6 month supplements and the code on the web. They are now doing a complete recodification of the code of ordinances into our new format.

Williamstown Township
Robin Cleveland
Deputy Clerk
4990 North Zimmer Road
Williamston, MI 48895
517-655-3193

They have been a client for over 16 years and supplement as necessary. They also have their minutes on the web.

CODIFICATION COST AND SERVICE SUMMARY

American Legal Publishing proposes to codify the ordinances for Shelby, Michigan at the following price:

I. Base Cost \$6,800.00

**The actual page count may vary from the estimate or you might add new ordinances during the codification process. If the page estimate is low, the cost will be higher than the initial base cost.*

Includes

a. Number of Copies of Shelby's Code (includes binders and divider tabs) up to 10

b. Legal Analysis

- i. Research Internal Consistency
- ii. Research State Law Consistency
- iii. Legal and Editorial Research and Report

c. Special Features

- i. Tables of Special Ordinances
- ii. Parallel References
- iii. Comprehensive Index
- iv. Tabular Matter (Tables, Charts, Graphs)
- v. Code on CD-ROM (WordPerfect, MS Word compatible)

d. Estimated Number Of Pages

8½" x 11" Format

- i. Single column (12 point type) up to 400 pages
- ii. Dual column (11 point type) up to 340 pages

II. Variable Cost

a. Per Page Increase Rate should page count go over estimated count

8½" x 11" Format

- i. Single Column \$18.00
- ii. Dual Column \$21.00

b. Shipping & Handling T.B.D.

III. Time to Completion

Number of Months Until Manuscript 3-6 months

Number of Months Until Completed Code (after return of manuscript) 1-3 months

Number of Days for Updated Supplements 45 days or less

IV. Optional Services that may be ordered:

- a. Additional Copies of Code
 - i. Cost per Extra Code with Binder \$125.00
 - ii. Cost per Extra Code without Binder \$100.00

- b. Supplement Service
8½" x 11" Format
 - i. Single-column \$19.00/per reprinted page
 - ii. Dual-column \$23.00/per reprinted page
 - iii. Tables, charts, graphs, etc. \$10.00 per page

- c. We offer a Subscription Service to sell to citizens Price T.B.D.

- d. Pamphlets (With cardstock cover)
Per Impression (Printed Page)
 - i. 1-50 copies 7.5 ¢
 - ii. 51-99 copies 7.0 ¢
 - iii. 100 copies or greater 6.5 ¢
 - iv. Pamphlet Binders \$11.50 each

- e. Web Based Search and Retrieval Software

Documents on the Web on Publisher's website:

- i. Initial build of the Code of Ordinances and placing the code on the Web the first year. \$250.00

- ii. Future Supplements of Web Based Code (cost is includes the editing charge for printed pages):
 - Annual update
 - Six month updates
 - Quarterly updates
 - Monthly updates(assumes online update is in conjunction with update to printed supplement)

- iii. Phone Support No Extra Charge

Optional Services:

- i. On-Site Installation & Training (not necessary) \$695.00/day + travel
- ii. Web based Training (not necessary) \$95.00 an hour minimum fee of \$200.00
- iii. Additional copies code on a flash drive and in searchable format \$50 each
- iv. Additional CD's of the code in a on a CD Rom in searchable format \$25 each
- v. Code can be downloaded off our website at **No charge**

- f. Code on the Web \$495.00 per year (no initial charge as the online code is current)

- g. Access and Search other codes on American Legal Publishing's Website No charge

- h. Advance Legislative Service \$10.00 per ordinance

- i. New Ordinance Notification Service \$5.00 per ordinance

- j. Comprehensive Ordinance List \$10.00 per ordinance
- k. History Linking Service \$10.00 per ordinance
- l. Definition Links Service \$95.00 an hour
- m. Archived Codes Online Service \$25.00 per supplement, maximum \$250.00 a year
- n. Custom Banner Service (typically no charge) Price T. B. D.
- o. Online Meeting Minutes (send in minutes for actual price) 75¢ to \$2.50 per page

V. Terms (**can be budgeted over two fiscal years**)

- i. Forty percent (40%) due upon acceptance of this agreement.
- ii. Forty percent (40%) within 30 days of receiving the draft and legal and editorial report.
- iii. Pay balance 30 days after receiving and delivery of the completed code.

CODIFICATION AGREEMENT

March 24, 2021

Village of Shelby, a municipal corporation in the State of Michigan ("Municipality") and American Legal Publishing Corporation, ("Publisher"), an Ohio corporation, agree as follows:

I. THE PUBLISHER SHALL:

- (1) Examine the Municipality's Charter (if any), and prior code of ordinances (if any), and all ordinances or resolutions provided by the Municipality and determine which materials are to be codified.
- (2) Utilize its staff of attorneys to review all materials to be codified and prepare a written report for the municipal attorney.
 - (a) The report may include notice of and suggestions for resolving the following:
 - Apparent conflicts with referenced state and federal statutes and administrative regulations;
 - Repealed, renumbered, or obsolete state and federal statutes and administrative regulations;
 - Apparent conflicts with prominent federal case law; and Internal discrepancies such as duplications, ambiguities, and obsolete terminology.
 - (b) Suggest new provisions which the Municipality should consider including in the new code, and delete old provisions which are no longer necessary or which might be improper or unlawful.
 - (c) The review will not involve re-drafting of entire chapters by the Publisher. However, the Publisher will provide model ordinances to the Municipality upon request if available.
 - (d) At the option of the municipality, hold a manuscript conference with municipal representatives to review the report. The Municipality will not be billed for time of the American Legal staff attorney if it chooses this option, but will be billed for travel expenses.

Note: The review performed by the Publisher should not be considered as a substitute for the competent advice of your Municipal Attorney, especially based on his/her in-depth knowledge of the municipal practices and procedures, and American Legal Publishing is in no way assuming the role of attorney for the municipality. Land Use sections of the code are especially specific to the locality and are thus only subject to cursory review and comparison with the rest of the code. (A sample Report is attached to indicate the type of comments that are likely to be contained in the report for Shelby.)

- (3) Classify all ordinances and resolutions which are of a general and permanent nature into titles, chapters, and sections, according to subject matter.
- (4) Make changes to effect uniformity of style and to correct typographical and spelling errors, grammar, and usage. Substantive changes shall not be made in the wording of the ordinances. Suggestions for additions or changes in the ordinances will be submitted to the Municipal Attorney.

- (5) Prepare:
- (a) Title, chapter, and section headings.
 - (b) A table of contents and sectional analysis for each chapter.
 - (c) A legislative history for each section, citing the ordinance number and date of passage, as indicated on copies of ordinances supplied to the Publisher.
 - (d) Statutory cross-references to sections of the state statutes and to other pertinent parts of the Code where applicable. These references shall appear at the end of the section to which they apply.
 - (e) Tables of Special Ordinances listing chronologically those ordinances in certain subject areas that the Municipality finds to be pertinent.
 - (f) Parallel Reference Tables showing:
 - 1. The disposition of ordinances (in numeric sequence) included in the codification (Ordinance to Code).
 - 2. A listing of code sections based on state statutes (Statute to Code).
 - 3. A listing of prior code sections incorporated into the new code if applicable (Old Code to New Code).
 - (g) An index (which will be created after the first draft of the Code is submitted).
- (6) Provide the Municipality with model or sample ordinances when available and upon request, at no additional charge.
- (7) Deliver to the Municipality, within seven months from receipt of the materials deemed necessary by the Publisher to begin the codification (prior code, ordinances and new code questionnaire), one copy of a draft of the Code for the Municipality's examination.
- (8) If necessary, hold a conference to make final corrections, additions, and deletions to the Code. The Municipality will be billed for the travel expenses of the American Legal staff attorney. The Municipality may present changes to pages of the draft at the conference. After the final conference, no additional changes are to be made. Any further changes, additions, or deletions shall be made in the future supplements to the Code in accordance with III(3) of this Agreement. When the draft, and any changes thereto made by the Municipality, is returned to the Publisher, such return of the draft shall be deemed final authorization by the Municipality to publish the Code as returned. If additional conferences are requested by the Municipality which require the travel of a member of the staff of the Publisher, then the Municipality shall be advised what the additional cost, if any, for such conference will be.
- (9) Deliver to the Municipality, within three months of receipt of the corrected draft, 10 printed copies of the Code meeting the following specifications:
- (a) Type to be single or dual column, at the option of the Municipality
 - (b) Page size to be 8½" x 11"
 - (c) Printed on high quality paper

(d) All copies to be in hard-covered, 3-ring, loose leaf binders. All binders shall have the Municipality's name stamped in gold and shall contain divider tabs.

(10) Provide a sample adopting ordinance to the Municipality.

II. THE MUNICIPALITY SHALL:

- (1) The Municipality will provide clear copies of all materials necessary to perform the codification, including an up to date copy of any previously published code of ordinances, copies of ordinances and pertinent resolutions not previously codified, and a completed New Code Questionnaire (provided by the Publisher). (If the Municipality provides meeting minutes to the Publisher to review for legislation contained therein rather than actual ordinances or resolutions, there will be an additional charge of \$45.00 an hour to extract ordinances or resolutions from the minutes for use in the new code.)
- (2) After receipt of the draft of the code and legal report described in paragraph I (2), the Municipality shall have 90 days to review the draft and report and to return to the Publisher its comments about the draft and its answers to the legal report. In the alternative, if the Municipality opts for the legal conference described in paragraph I (9), it must contact the Publisher within 90 days to set up a meeting date. The meeting, itself, need not occur within the same 90 day period. If the Municipality fails to either return its comments and answers to the legal report within 90 days or, if applicable, to set up a meeting date, the Municipality may request that the Publisher extend the deadline in writing. The Publisher may adjust the contract price to cover any increased costs due to the Municipality's delay.
- (3) The Publisher agrees to include in the final version of the Code all ordinances adopted by the Municipality up to the time the manuscript is originally due back to the Publisher under the provisions of (2) above. The Municipality agrees that any ordinances adopted after this date shall be included at the Publishers' supplement rates (as set out in paragraph III(3)(b)) at the time of the inclusion of these ordinances into the code.

- (4) (a) Pay to the Publisher for shipping of the final code order as a base price, the sum of \$6,800.00 for its services set out in Section I, payable as follows:

Pay forty percent (40%) due upon acceptance of this agreement and provided invoice.

Pay forty percent (40%) within 30 days of receiving the draft.

Pay balance 30 days after receiving and delivery of the completed code.

Terms can be setup over two year budgeting if necessary.

If the code page contains an image (diagram, photograph, chart, graph, etc.) or table, there is an additional \$10.00 per page rate.

- (b) The price above is based upon a code of the following number of pages according to the format option chosen by the Municipality. Should the final page count be more pages than this estimate, the base price will increase accordingly at the time of the final invoice:

FORMAT	NUMBER OF PAGES	INCREASE
8½" x 11" Single-column page 12 point font	400	\$18.00 per page
8½" x 11" Dual-column page 11 point font	340	\$21.00 per page

(5) Pay any invoices within 30 days of the invoice date. Invoices outstanding beyond the 30 day period shall be subject to a late payment equal to 1.5% of the unpaid balance per month, or part thereof.

III. OPTIONAL SERVICES.

The Municipality, by the initials of the person executing the agreement on its behalf, exercises the following options:

- INITIAL
- (1) Code Format: (Initial one only)
- (a) Single-column format _____
- (b) Dual-column format _____
- (2) Additional Copies of Code: number of copies _____ (with binders: Yes or No) _____

The Municipality may purchase additional codes at (*circle one:*)\$100.00 per copy with a binder or \$80.00 without a binder.

- (3) Five year supplemental service plan: _____

For a period of five years after delivery of the code:

- (a) The Publisher shall:
1. Incorporate into the code new pertinent ordinances submitted by the Municipality.
 2. Revise or make additional entries to the table of contents, parallel reference tables, and index as necessary to reflect the incorporation of additional, changed or deleted material.
 3. Within 45 days, deliver to the Municipality 10 printed copies of supplemental pages with an instruction sheet for directing the placement of the new pages in the code.
- (b) The Municipality shall:
1. Provide a copy of ordinances or resolutions passed subsequent to publication of the previous code supplement;
 2. Pay to the Publisher the sum of \$19.00 per reprinted single column page or \$23.00 per reprinted dual column page, plus shipping and handling.

The prices above are for a five-year period and cannot be changed except for adjustments in the second, third, fourth, and fifth years of this agreement to reflect any decrease or increase in the United States Consumer Price Index calculable from the month of delivery of the Code.

If the code page contains an image (diagram, photograph, graph, etc.) or table, there is an additional \$10.00 per page charge.

- (c) Upon completion of the five-year period, this agreement shall automatically renew itself from year to year except that either party may alter or cancel the terms of this agreement at any time upon ninety days written notice.

(4) Code Downloadable or on CD-ROM (word processing program): _____

At no additional charge, the Publisher will provide the code downloadable or on CD-ROM in one of the following formats (*circle one*): WordPerfect or Microsoft Word compatible

If requested the code can be provided on a flash-drive for \$50.00 each.

If requested on a CD-Rom the cost is \$25.00 each.

Code can be downloaded from our site at no charge.

(5) Subscribers Service: _____

The Publisher will operate a subscription service upon the Municipality's request as follows:

- (a) After the Publisher determines production cost and shipping and handling charges, the Municipality has the right to set the total price of the codes for the subscribers. The difference will be credited to the Municipality's future supplement invoices.
- (b) Subscribers can be charged in advance or at time of shipment if they wish to subscribe to the supplements. The total cost for this subscription will be for a year's worth of supplements.
- (c) Subscribers of the complete code will be required to pay in advance of shipment by check or credit card.
- (d) The Publisher will incur all mailing costs for the marketing of the code. Order forms with an announcement of the codes and supplement service availability will be included in this mailing.
- (e) Any law firms, realtors, businesses, libraries or other interested parties contacted may inquire about code orders by using the Publisher's toll-free number.
- (f) The Publisher will print subscribers' orders as needed, and will not require the Municipality to either pre-purchase copies or store extra copies.

(6) Pamphlets:

- (a) Pamphlets, sized for 8½" x 11" copy, containing component parts of a Code, with a cardstock cover, may be ordered: (*circle desired topic and insert number of copies*):

Charter	# of copies	_____	_____
Traffic/General Offenses Code	# of copies	_____	_____
Zoning Code	# of copies	_____	_____
Subdivision	# of copies	_____	_____
All Land Use Regulations	# of copies	_____	_____
Other _____	# of copies	_____	_____

- (b) Cost:
 - 1-50 copies of pamphlet — .075 per printed page
 - 51-99 copies of pamphlet — .070 per printed page
 - 100 or more copies of pamphlet — .065 per printed page

(c) Optional 3-ring pamphlet binders (\$11.50 each) _____

(d) Pocket sized pamphlets are available at rates to be agreed upon.

(7) Web based Search and Retrieval program:

(a) The Publisher shall build the Municipality's code into a web based format on the Publisher's website. Publisher will provide a link for the Municipality to link to the site for \$250.00. _____

(b) Future Web Supplements (cost included in editing charge for printed pages): Initial one below: _____

Web Updates: _____ annually _____ six months _____ quarterly _____ as ordinances pass

Printed Books Updates: _____ annually _____ six months _____ quarterly _____ as ordinances pass

(assumes Web update is in conjunction with update to printed supplement)

(c) Optional On-Site Installation & Training (not necessary) at \$695.00/day + Travel Expenses. _____

or Optional Web Based Training (not necessary) at \$95.00/an hour with a minimum charge of a \$200.00. _____

(d) Code on the Web \$495.00 per year, no initial charge as the online code is current _____

(e) Access and Search other codes on American Legal Publishing's Website No charge

(f) Advance Legislative Service (PDF): As new ordinances are passed they will be added to the New Ordinance List. This list will have the latest ordinances listed by date passed. Once ordinances are supplemented this list will be cleared. An ordinance can post on the same day. The cost for this service is \$10.00 per ordinance. If the entire ordinance needs to stay online then chose our other service called Comprehensive Ordinance List. _____

(g) New Ordinance Notification Service: As new ordinances are passed, American Legal will place a New Ordinance Notice that this code section has been amended. Once the ordinance is supplemented into the code of ordinances the Notice will be removed. The cost for this service is \$5.00 per notice. This service is usually combine this service with the Advance legislative Service or the Comprehensive Ordinance List. _____

(h) Comprehensive Ordinance List: As new ordinances are passed they will be added to the Comprehensive Ordinance List. This list will have the latest ordinances listed by year. The ordinances will be highlighted in yellow until they are added to the code book. All ordinances can be listed, even ones that are not usually codified such as annexation, variances, budget, and other miscellaneous ordinances. The ordinance is linked to a pdf copy of the original ordinance. The price for this service is \$10.00 an ordinance. If you store the ordinances on the Municipal website there is no storage cost. If ordinances are stored on ALP website a price will be determined each year based on the number of ordinances stored on American Legal

Publishing's site. Initially the cost will be \$50.00 per year for storage. _____

- (i) History Linking to Original Ordinance: American Legal Publishing can link a PDF version of your original ordinance to the history section of your online code. The cost for this service is \$10.00 ordinance. The cost is \$5.00 if also initial off on H Comprehensive Ordinance List. _____
- (j) Definition Links Service: American Legal will build defined term links or pop up boxes to any word requested by the Municipal. Many municipalities like this service so that a user can see the definition of the word without going back to the defined terms section of the code. This service is available for the Code of Ordinances and the Land Development Code. The cost for this service is \$95.00 an hour. _____
- (k) Archived Codes Online Service: American Legal Publishing can store previous versions of your code and or supplements online for research purposes. The cost for this service is \$25.00 per supplement with maximum yearly charge of \$250.00. _____
- (l) Custom Banner Services: American Legal can make your online code look just like the municipal website. The cost for this service is based on the files that are provided by the Municipal. The one time fee is anywhere from no charge to a price to be determined. Please send the files for an actual price. _____
- (n) Online Meeting Minutes Service: American Legal can store meeting minutes as well as other documents online. Your minutes, resolutions, annexations can all be placed online and indexed for 75¢ per page provided to publisher in a format set by Publisher. _____
- (o) Agenda Management Solutions, American Legal Publishing partners with Diligent Corporation. (ICompass) in providing agenda management products and services. Please initial if you would like a representative from Diligent to contact you with additional information about Agenda Management. _____

IV. TRANSMITTAL AS OFFER.

The transmittal of this Agreement to the Municipality is an offer by the Publisher to perform the stated services at the prices and terms referenced within the Agreement. This offer will expire if not executed by the Municipality by July 31, 2021, unless such date is extended in writing by the Publisher.

IN WITNESS WHEREOF the parties to this contract have hereunto set their hands on the date(s) indicated:

Village of Shelby, Michigan
By _____
Title _____
Date _____

American Legal Publishing Corporation
By _____
Title Ray Bollhauer, President
Date _____

CHAPTER 71: TRAFFIC REGULATIONS

Section

General Provisions

- 71.01 Speed limit in city alleys
- 71.02 Operation of motor vehicles on unpaved public or private property prohibited

Motorcycles; Motor Scooters and Motor Bikes

- 71.25 Safety helmet or headgear required
- 71.26 Operator's permit required

- 71.99 Penalty

Cross-reference:

Speed limits on designated streets, see Chapter 76, Schedule I

Citations for traffic and parking violations, see §§ 72.150 through 72.157

GENERAL PROVISIONS

§ 71.01 SPEED LIMIT IN CITY ALLEYS.

(A) For purposes of this chapter an **ALLEY** shall mean every street or way within a block, which is set apart for public use, vehicular traffic and local convenience. ('72 Code, § 34-4)

(B) No person shall drive a motor vehicle upon any alley in the city at a speed in excess of ten miles per hour. ('72 Code, § 34-5)
(Ord. 2087, passed 2-5-80; Am. Ord. O-87-72, passed 12-23-87) Penalty, see § 71.99

§ 71.02 OPERATION OF MOTOR VEHICLES ON UNPAVED PUBLIC OR PRIVATE PROPERTY PROHIBITED.

(A) It shall be unlawful for any person to operate a motor vehicle, as defined by the Florida Uniform Traffic Control Law, F.S. Chapter 316, as may be amended from time to time, on any unpaved public property, or on any paved or unpaved shoulder of a public road.

CHAPTER 71: TRAFFIC REGULATIONS

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(B) It shall be unlawful for any person to operate a motor vehicle on any unpaved private property, not owned by the operator or his immediate family, without the express written consent of the owner, lessee, tenant or other person entitled to possession and use of such premises; said written consent to be carried on the operator's person.

(C) The foregoing provisions shall not apply to the following:

- (1) A licensed and franchised public utility in the conduct of its business;
- (2) Any federal, state or local governmental agency;
- (3) Any licensed emergency vehicle;
- (4) Any situation where such operation is necessary to avoid collision with other traffic;
- (5) Where such operation is in compliance with other laws or the directions of a law enforcement officer or official traffic-control devices. ('72 Code, § 34-13) (Ord. O-73-51, passed 6-27-73) Penalty, see § 71.99

AMERICAN LEGAL PUBLISHING CORPORATION SEARCH & RETRIEVAL WEB SOFTWARE

Following is information on our web search and retrieval program American Legal offers. Our open source software allows you to create electronic text as well as access any section, word, or reference in that text (i.e. your code or meeting minutes) instantaneously. The website also provides you with a complete word index. Every word in your code is catalogued.

With our web based software you can conduct searches by word, phrase, section number, date, or anything you want. You can also perform stem searches when you are not sure of the ending of the words you want to find (e.g. go% = going, gone, went, etc.) proximity searches (e.g. find "penalty within 5 words of jail"), and more. You can also do searches by title, chapter, table of contents, and in multiple infobases (such as in the Code of Ordinances, Charter, Council Minutes, and anything else in the Web based format) at the same time. Additionally, our software allows each user to customize his or her version by creating a user account with color and style highlights, bookmarks, notes, and pop-up links within the text without affecting the original text.

**American Legal Publishing can provide your
Code and other material on the web, downloadable, on a flash drive, and we
still can offer the materials on a CD-ROM.**

SAMPLE SEARCHES ONLINE

Search	Result	Example of Findings
21 years of age	finds every paragraph in the code in which 21 and the words: years, of, age appear	1) 21 years of age 2) age of 21 years
"21 years of age"	finds only the exact phrase "21 years of age"	1) 21 years of age
21 or 18 years of age	finds every place where either 21 years or 18 years of age appears in the code	1) 21 years of age 2) age of 21 years 3) 18 years of age 4) age of 18 years
"21 18"@5	finds every place in the code where 21 and 18 appear within five words of each other	1) anyone between the age of 18 to 21... 2) the prior age of majority of 18 has been changed to 21
go%	finds all words which are variations	1) go 2) gone 3) going 4) went
good\$	finds synonyms	1) good 2) advantage 3) benefit 4) usefulness
council*	finds all words beginning with "council"	1) council 2) council's 3) councilman 4) councilwoman 5) councilmember

JUMP LINKS - when clicked on, they will take you directly to another section of the code. For example, clicking on the link [Penalty, see § 70.99](#) (underlined and in green) following a section, will take you directly to that penalty section.



April 12, 2021

RESOLUTION

No. 24-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to authorize Brady Selner, Village Administrator, to sign the American Legal Publishing Codification Agreement dated March 24, 2021.

Moved: _____

Seconded: _____

Yes: _____

No: _____

ABSENT: _____

RESOLUTION No. 24-21 Declared ADOPTED.

ADOPTED ON: April 12, 2021



Village Council
Item Cover Page

Meeting Date:	4/12/2021
Agenda Item:	Crystal Budde Wage Increase
Recommendation:	Approve Crystal Budde Wage Increase
Budget Impact:	\$1,040 allocated across Funds 101, 202, 203, 590, 591, 661
Staff Contact:	Brady Selner, Village Administrator

Background:

Chapter 242.04 and Chapter 246.02 in the Shelby Codified Ordinance states that the Clerk and Treasurer “shall receive compensation as recommended by the Village Manager or President and shall be determined by resolution or contract annually.” From what I understand, this has not been regularly practiced in the past. Below is the pay history for Crystal Budde:

- March 12, 2018 – \$0.50 pay increase (\$16.00/hour to \$16.50/hour)
- April 23, 2018 – Clerk/Treasurer position created (\$16.50/hour to \$18.00/hour)
- November 13, 2018 – \$1.00 pay increase (\$18.00/hour to \$19.00/hour)
- May 2020 – Former Village Administrator, Rob Widigan, gave a \$1.00 pay increase (\$19.00/hour to \$20.00/hour)

After reviewing the wage study conducted by MML for the Clerk/Treasurer position, I am recommending a 2.5% wage increase moving the hourly wage from \$20.00 to \$20.50 (\$41,600 to \$42,640). The average pay for communities with a population under 2,500 that responded to the MML wage survey was \$53,687. The average pay for general law villages with a population under 2,500 that responded to the MML wage survey was \$47,369. The pay increase equals 7.06% of FY2021-22 budgeted General Fund Revenue. In FY2020-21, the Clerk/Treasurer salary was 7.31% of budgeted General Fund Revenue.

The Personnel Committee met on Monday, April 5, 2021, and is recommending approval of the 2.50% wage increase.

Supporting Documents:

Excel Table Created from MML Wage Study
Resolution No. 25-21

**Motion by _____ seconded by _____ to adopt
Resolution No. 25-21.**

Municipality	County	Population	Actual Pay	Gov Type	Taxable Value	Budgeted Expenses	Budgeted Revenues	Percentage of GF Revenue
Pentwater	Oceana	857	\$55,000	GLV	\$103,395,374	\$1,290,100	\$1,342,400	4.10%
Gobles	Van Buren	829	\$41,014	HRC	\$13,375,307	\$341,719	\$353,529	11.60%
Cass City	Tuscola	2,428	\$63,857	GLV	\$47,142,762	\$1,478,261	\$1,479,549	4.32%
Bronson	Branch	2,349	\$58,968	HRC	\$30,489,284	\$1,368,388	\$1,103,347	5.34%
West Branch	Ogemaw	2,139	\$63,000	HRC	\$64,960,138	\$1,629,529	\$1,595,257	3.95%
Hart	Oceana	2,126	\$52,478	HRC	\$49,985,859	\$1,997,487	\$1,997,771	2.63%
Shelby	Oceana	2,065	\$41,600	GLV	\$28,044,000	\$568,262	\$569,197	7.31%
Bessemer	Gogebic	1,905	\$58,094	HRC	\$32,740,645	\$1,270,979	\$1,320,135	4.40%
Decatur	Van Buren	1,819	\$46,340	GLV	\$38,176,814	\$782,930	\$791,377	5.86%
Howard City	Montcalm	1,808	\$47,732	GLV	\$39,595,487	\$657,850	\$664,706	7.18%
Sylvan Lake	Oakland	1,720	\$85,280	HRC	\$102,727,640	\$2,048,535	\$2,048,535	4.16%
Schoolcraft	Kalamazoo	1,525	\$42,396	GLV	\$-	\$853,254	\$853,254	4.97%
Stanton	Montcalm	1,417	\$37,440	HRC	\$23,690,451	\$642,050	\$642,050	5.83%
Fennville	Allegan	1,398	\$46,350	HRC	\$23,767,125	\$673,618	\$651,007	7.12%
Frankfort	Benzie	1,286	\$67,387	HRC	\$99,016,510	\$1,667,503	\$1,668,065	4.04%
Webberville	Ingham	1,272	\$51,147	GLV	\$59,325,110	\$807,115	\$945,775	5.41%
Memphis	Macomb	1,183	\$54,600	HRC	\$377,400	\$864,585	\$865,345	6.31%

Average (All)

\$53,687

Average (GLV)

\$47,369

Proposed 2% Wage Increase

\$42,640

2021/2022 Budgeted Revenues

\$601,150.00

Percentage of GF Budgeted Revenue

7.09%



April 12, 2021

RESOLUTION

No. 25-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to approve a 2.5% wage increase for Crystal Budde, Village Clerk/Treasurer, setting her wage at \$20.50/hour, effective March 25, 2021.

Moved: _____

Seconded: _____

Yes: _____

No: _____

ABSENT: _____

RESOLUTION No. 25-21 Declared ADOPTED.

ADOPTED ON: April 12, 2021



Village Council
Item Cover Page

Meeting Date: 4/12/2021
Agenda Item: Jeremiah Helenhouse Temporary Wage Adjustment
Recommendation: Approve Jeremiah Helenhouse Temporary Wage Adjustment
Budget Impact: Part of the FY2021-22 Budget
Staff Contact: Brady Selner, Village Administrator

Background:

Jeremiah Helenhouse was promoted to acting DPW Supervisor until a permanent replacement for the position is hired. Jeremiah Helenhouse will have all responsibilities of the DPW Supervisor except disciplinary responsibility. All discipline will be conducted by the Village Administrator in coordination with information provided by the DPW Supervisor. The Village submitted a memorandum of understanding to the Union representing the DPW department allowing Jeremiah to take a temporary leave from his position of DPW Laborer to serve as acting DPW Supervisor for 90 days, beginning March 29, 2021 and ending June 27, 2021. Jeremiah Helenhouse's wage must be moved to a salaried position while holding the DPW Supervisor position. He will not be entitled to overtime and will get paid \$53,000 (25.4808/hour), effective April 12, 2021. The Personnel Committee will re-evaluate this situation in early June.

The Personnel Committee met on April 5, 2021, and is recommending Village Council approve the temporary wage adjustment.

Supporting Documents:

Resolution No. 26-21

**Motion by _____ seconded by _____ to approve
Resolution No. 26-21.**



April 12, 2021

RESOLUTION

No. 26-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to approve a temporary wage adjustment for Jeremiah Helenhouse as acting DPW Supervisor, setting his wage at \$53,000 annually, effective April 12, 2021, and ending June 27, 2021, at which time his Supervisor status will be re-evaluated.

Moved: _____

Seconded: _____

Yes: _____

No: _____

ABSENT: _____

RESOLUTION No. 26-21 Declared ADOPTED.

ADOPTED ON: April 12, 2021



Village Council
Item Cover Page

Meeting Date:	4/12/2021
Agenda Item:	Oceana County Community Foundation Grant
Recommendation:	Discussion Item
Budget Impact:	None
Staff Contact:	Emily Stuhldreher, Community Development Fellow

Background:

The Oceana County Community Foundation's spring 2021 grant application is open until April 19, 2021. The grant limit is \$5,000.00. I would like to apply on behalf of the Village for funding downtown improvements, which includes two signs and one shade structure.

The \$5,000.00 grant would cover the cost of one downtown wayfinding sign (location to be determined, but preferably at the pavilion along the Rail Trail) and one welcome sign for the new pocket park. Additionally, the grant would cover a 20ftx10ftx12ft shade structure that will be located at the new pocket park.

- Dustin from Windridge Sign Shop provided me a cost estimate for the following signs:
 - 24inx24in pocket park welcome sign: \$25-\$50
 - 3ftx4ft wayfinding sign: \$175-\$225
 - Sign sizes and prices are subject to change.
- A 20ftx10ftx12ft fabric shade structure from WillyGoat Toys & Playgrounds costs \$3,770.00 (not including shipping)
- The Oceana County Community Foundation Grant does not require a match.

Supporting Documents:

None



Village Council
Item Cover Page

Meeting Date: 4/12/2021
Agenda Item: Sunday Alcohol Sales
Recommendation: Approve Sunday Alcohol Sales Resolution
Budget Impact: None
Staff Contact: Brady Selner, Village Administrator

Background:

On December 13, 2010, Village Council passed a resolution prohibiting Sunday morning alcohol sale pursuant to MCL 436.2111. Cherry Hill Supermarket is requesting that Village Council consider a resolution reversing the prohibition of Sunday morning alcohol sales. If Village Council moves forward with rescinding the original resolution and provides a resolution to allow AM Sunday sales, Cherry Hill Supermarket will be able to refile an application.

Supporting Documents:

Resolution No. 27-21

Motion by _____ seconded by _____ to adopt
Resolution No. 27-21.



April 12, 2021

RESOLUTION

No. 27-21

TO REVERSE THE PROHIBITION OF LIQUOR SALES ON SUNDAY MORNING

VILLAGE OF SHELBY, OCEANA COUNTY, MI

At a Regular Meeting of the Common Council of the Village of Shelby, Oceana County, Michigan, on April 12, 2021, the following Resolution was offered.

WHEREAS, the State of Michigan passed MCL 436.2111 et. seq. allowing for the sale of alcoholic beverages between the hours of 7:00 a.m. and 12:00 noon on Sundays, and;

WHEREAS, the Village of Shelby had decided that the Village of Shelby did not wish to allow for the sale of alcoholic beverages (beer, wine, and sprits) between the hours of 7:00 a.m. and 12:00 noon on Sunday, and;

WHEREAS, the Village of Shelby passed Resolution # 121310 (attached as Exhibit A) prohibiting the sale of alcoholic beverages (beer, wine, and spirits) on Sunday mornings between the hours of 7:00 a.m. and 12:00 noon on December 13, 2010, and;

WHEREAS, the Village of Shelby has decided to rescind the December 13, 2010, Resolution prohibiting Sunday morning alcoholic beverage sales;

NOW, THEREFORE, BE IT RESOLVED, the Village of Shelby does hereby reverse the prohibition on Sunday morning sales of alcoholic beverages (beer, wine, and spirits) between the hours of 7:00 a.m. and 12:00 noon.

BE IT FURTHER RESOLVED, the Village of Shelby does hereby approve the sale of alcoholic beverages (beer, win, and spirits) between the hours of 7:00 a.m. and 12:00 noon on Sunday.

Moved: _____

Seconded: _____

Yes: _____

No: _____

ABSENT: _____

I, Crystal Budde, Clerk do hereby certify that the foregoing is a true and original copy of a Resolution duly made and passed by the Common Council of The Village of Shelby at their regular meeting held on the 12th day of April 2021, in the Village of Shelby, Oceana County, State of Michigan, with a quorum present.

Crystal Budde, Clerk/Treasurer
Village of Shelby

RESOLUTION No. 27-21 Declared ADOPTED.

ADOPTED ON: April 12, 2021



OCEANA

Exhibit A

VILLAGE OF SHELBY

Resolution # 121310

RESOLUTION TO PROHIBIT LIQUOR SALES ON SUNDAY MORNINGS

WHEREAS, the State of Michigan passed MCLA 436.2111 et.seq. allowing for the sale of alcoholic beverages between the hours of 7:00 a.m. and 12:00 noon on Sundays, and

WHEREAS; the Village of Shelby has decided that the Village of Shelby does not wish to allow the sale of alcoholic beverages (beer, wine and spirits) between the hours of 7:00 a.m. and 12:00 noon on Sunday

NOW, THEREFORE, BE IT RESOLVED by the Village of Shelby that we, the members of the Village Council, on this 13th day of December, 2010, do hereby,
Date Month Year

Prohibit the sale of alcoholic beverages (beer, wine and spirits) on Sunday mornings between the hours of 7:00 a.m. and 12:00 noon,

Moved by Sharita Prowant, Second by Ben Michalko

Yea's 7

Na's none

Reggie J. Miller
Village Clerk

12/13/2010
Date

12/14/10: Acceptable. S. Martin

Check Proofing Report

03/30/2021 4:04 PM

Database: Shelby

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Payroll ID: 520

Check Post Date: 04/01/2021

Pay Period End Date: 03/29/2021

Application: PR

Name: 30077 - BUDDE , CRYSTAL

Active

Employee ID: 30077	Department ID: 215	Gross for Check: 1,744.00	Net After Dir Dep: 0.00
Withholding Status: Married	Federal Allow.: 1	Net for Check: 1,225.31	Total Deductions: 518.69
Pay Period End Date: 03/29/2021	State Allow.: 1	Reg. Hours: 82.00	Direct Deposit: 1,225.31
Check Date: 04/01/2021		OT Hours: 0.00	YTD Gross: 12,208.00
	Local Allow.: 00	Suppl. Hours: 0.00	Comp Hrs Wrkd: 0.00
		Deduction Refund: 0.00	

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
215	CLERK/TREASURER	20.00	72.00	0.00	1,440.00	10,310.00	FITW	90.22	631.92
PTO	CLERK/TREASURER	20.00	8.00	0.00	160.00	250.00	SITW	56.34	394.51
457 SS TAX	457 C/T ALLOC	64.00	0.00	0.00	64.00	448.00	SOCSEC_EE	105.97	741.79
101	101-215.000-702.000	40.00	2.00	0.00	80.00	560.00	MEDICARE_EE	24.78	173.48
							DELTA DENTAL	34.80	243.60
							457_EE	195.20	1,363.20
							VISION	11.38	79.66
							SSB	1,225.31	DEPOSIT

Leave Bank ID	Leave ID	Prev. Bal.	Comp Wrkd	Accrued	Lost	Taken	Buy Out	Adjusted	Net Change	New Balance
PTO	PERSONAL	62.50		96.00	0.00	8.00	0.00	0.00	88.00	150.50
VAC	VACATION	0.00		120.00	0.00	0.00	0.00	0.00	120.00	120.00

Name: 30083 - HELENHOUSE, JEREMIAH P

Active

Employee ID: 30083	Department ID: 441	Gross for Check: 2,025.71	Net After Dir Dep: 0.00
Withholding Status: Single	Federal Allow.: 2	Net for Check: 1,462.18	Total Deductions: 563.53
Pay Period End Date: 03/29/2021	State Allow.: 2	Reg. Hours: 80.00	Direct Deposit: 1,462.18
Check Date: 04/01/2021		OT Hours: 2.00	YTD Gross: 8,711.83
	Local Allow.: 00	Suppl. Hours: 0.00	Comp Hrs Wrkd: 0.00
		Deduction Refund: 0.00	

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
441 H	DPW	23.50	6.00	1.50	193.88	5,992.95	SITW	61.90	267.05
441 H	101-691.000-702.000	23.50	1.00	0.00	23.50		SOCSEC_EE	125.59	540.13
441 H	202-463.000-702.000	23.50	1.50	0.00	35.25		MEDICARE_EE	29.37	126.32
441 H	202-474.000-702.000	23.50	1.00	0.00	23.50		457_EE	192.23	691.55
441 H	202-478.000-702.000	23.50	1.00	0.00	23.50		FITW	154.44	864.43
441 H	203-463.000-702.000	23.50	1.50	0.00	35.25		SSB	1,462.18	DEPOSIT
441 H	203-474.000-702.000	23.50	1.00	0.00	23.50				
441 H	203-478.000-702.000	23.50	1.00	0.00	23.50				
441 H	590-000.000-702.000	23.50	12.00	0.50	299.63				

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Database: Shelby

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Payroll ID: 520

Check Post Date: 04/01/2021

Pay Period End Date: 03/29/2021

Application: PR

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
441 H	591-000.000-702.000	23.50	7.00	0.00	164.50				
441 H	661-000.000-702.000	23.50	15.00	0.00	352.50				
457 SS TAX	DPW 457 ALLOC	72.00	0.00	0.00	75.20	214.88			
PTO	DPW	23.50	8.00	0.00	188.00	188.00			
VACATION	DPW	23.50	24.00	0.00	564.00	564.00			

Leave Bank ID	Leave ID	Prev. Bal.	Comp Wrkd	Accrued	Lost	Taken	Buy Out	Adjusted	Net Change	New Balance
PERSONAL	PERSONAL	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00
PTO	PERSONAL	61.00		0.00	0.00	8.00	0.00	0.00	-8.00	53.00
	VACATION			0.00						
VAC	VACATION	64.00		0.00	0.00	24.00	0.00	0.00	-24.00	40.00

Name: 30109 - KRAUSE, DAVID K

Active

Employee ID:	30109	Department ID:	301	Gross for Check:	1,955.20	Net After Dir Dep:	1,455.05
Withholding Status:	Married	Federal Allow.:	0	Net for Check:	1,455.05	Total Deductions:	500.15
Pay Period End Date:	03/29/2021	State Allow.:	0	Reg. Hours:	80.00	Direct Deposit:	50.00
Check Date:	04/01/2021	OT Hours:	0.00	YTD Gross:		5,120.70	
		Local Allow.:	00	Suppl. Hours:	0.00	Comp Hrs Wrkd:	0.00
				Deduction Refund:	0.00		

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
301 P	101-301.000-702.100	23.50	80.00	0.00	1,880.00	5,045.50	FITW	79.42	182.33
457 SS TAX	101-301.000-715.100	75.20	0.00	0.00	75.20	75.20	SITW	74.58	209.11
							SOCSEC_EE	118.12	314.38
							MEDICARE_EE	27.63	73.53
							##HSA	50.00	50.00
							457_EE	150.40	150.40
							WSB	50.00	DEPOSIT

Name: 30075 - MACINTOSH, GREGORY

Active

Employee ID:	30075	Department ID:	441	Gross for Check:	2,187.00	Net After Dir Dep:	0.00
Withholding Status:	Single	Federal Allow.:	0	Net for Check:	1,445.52	Total Deductions:	741.48
Pay Period End Date:	03/29/2021	State Allow.:	0	Reg. Hours:	88.00	Direct Deposit:	1,445.52
Check Date:	04/01/2021	OT Hours:	4.00	YTD Gross:		19,855.80	
		Local Allow.:	00	Suppl. Hours:	0.00	Comp Hrs Wrkd:	0.00
				Deduction Refund:	0.00		

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
441 H	DPW	22.50	23.00	0.00	517.50	14,319.23	FITW	252.52	2,746.28
457 SS TAX	DPW 457 ALLOC	81.54	0.00	0.00	72.00	561.24	SITW	86.83	796.17
PTO	DPW	22.50	19.00	0.00	427.50	1,930.82	SOCSEC_EE	135.59	1,231.06
441 H	101-691.000-702.000	22.50	3.00	0.00	67.50		MEDICARE_EE	31.71	287.91
441 H	202-474.000-702.000	22.50	2.00	0.00	45.00		FOC_GMACINTOSH	57.70	403.90

= Deposited Ded/Exp * = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross

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03/30/2021 4:04 PM

Database: Shelby

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Payroll ID: 520 Check Post Date: 04/01/2021 Pay Period End Date: 03/29/2021 Application: PR

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
441 H	203-474.000-702.000	22.50	2.00	0.00	45.00		457_EE	144.00	1,122.48
441 H	203-478.000-702.000	22.50	1.50	0.00	33.75		HEALTH	33.13	231.91
441 H	590-000.000-702.000	22.50	6.00	2.00	202.50		SSB	1,445.52	DEPOSIT
441 H	591-000.000-702.000	22.50	17.00	2.00	450.00				
441 H	661-000.000-702.000	22.50	13.00	0.00	292.50				
441 H	202-478.000-702.000	22.50	1.50	0.00	33.75				

Leave Bank ID	Leave ID	Prev. Bal.	Comp Wrkd	Accrued	Lost	Taken	Buy Out	Adjusted	Net Change	New Balance
COMP	COMP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PTO	PERSONAL	56.00		0.00	0.00	19.00	0.00	0.00	-19.00	37.00
VAC	VACATION	120.00		0.00	0.00	0.00	0.00	0.00	0.00	120.00

Name: 30111 - OMNESS, KELLY A Active

Employee ID:	30111	Department ID:	265	Gross for Check:	768.00	Net After Dir Dep:	0.00
Withholding Status:	Married	Federal Allow.:	0	Net for Check:	676.62	Total Deductions:	91.38
Pay Period End Date:	03/29/2021	State Allow.:	0	Reg. Hours:	48.00	Direct Deposit:	676.62
Check Date:	04/01/2021	Local Allow.:	00	OT Hours:	0.00	YTD Gross:	5,276.00
				Suppl. Hours:	0.00	Comp Hrs Wrkd:	0.00
				Deduction Refund:	0.00		

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
265	ADM ASSIST	16.00	48.00	0.00	768.00	5,276.00	SITW	32.64	224.23
							SOCSEC_EE	47.61	327.11
							MEDICARE_EE	11.13	76.50
							SSB	676.62	DEPOSIT

Name: 30100 - POLACEK, JAMIE M Active

Employee ID:	30100	Department ID:	265	Gross for Check:	97.50	Net After Dir Dep:	85.89
Withholding Status:	Married	Federal Allow.:	0	Net for Check:	85.89	Total Deductions:	11.61
Pay Period End Date:	03/29/2021	State Allow.:	0	Reg. Hours:	7.50	Direct Deposit:	0.00
Check Date:	04/01/2021	Local Allow.:	00	OT Hours:	0.00	YTD Gross:	728.00
				Suppl. Hours:	0.00	Comp Hrs Wrkd:	0.00
				Deduction Refund:	0.00		

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
265	101-265.000-702.000	13.00	7.50	0.00	97.50	728.00	SITW	4.14	30.94
							SOCSEC_EE	6.05	45.14
							MEDICARE_EE	1.42	10.56

Name: 30098 - ROESLER, DEAN C Active

Employee ID:	30098	Department ID:	301	Gross for Check:	408.00	Net After Dir Dep:	337.36
Withholding Status:	Single	Federal Allow.:	1	Net for Check:	337.36	Total Deductions:	70.64
Pay Period End Date:	03/29/2021	State Allow.:	1	Reg. Hours:	24.00	Direct Deposit:	0.00

= Deposited Ded/Exp * = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross

Check Proofing Report

03/30/2021 4:04 PM

Database: Shelby

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Payroll ID: 520 Check Post Date: 04/01/2021 Pay Period End Date: 03/29/2021 Application: PR

Check Date:	04/01/2021	OT Hours:	0.00	YTD Gross:	2,159.50	
	Local Allow.:	00	Suppl. Hours:	0.00	Comp Hrs Wrkd:	0.00
			Deduction Refund:	0.00		

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
301 P	101-301.000-702.100	17.00	24.00	0.00	408.00	2,159.50	FITW	26.09	129.99
							SITW	13.34	64.12
							SOCSEC_EE	25.30	133.89
							MEDICARE_EE	5.91	31.31

Name: 30078 - SEABOLT, KIRK Active

Employee ID:	30078	Department ID:	441	Gross for Check:	1,830.40	Net After Dir Dep:	0.00
Withholding Status:	Married	Federal Allow.:	0	Net for Check:	1,177.86	Total Deductions:	652.54
Pay Period End Date:	03/29/2021	State Allow.:	0	Reg. Hours:	80.00	Direct Deposit:	1,177.86
Check Date:	04/01/2021	OT Hours:	0.00	YTD Gross:	15,934.80		
	Local Allow.:	00	Suppl. Hours:	0.00	Comp Hrs Wrkd:	0.00	
			Deduction Refund:	0.00			

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
441 H	DPW	22.00	22.00	0.00	484.00	14,157.00	SITW	70.87	622.98
441 H	101-691.000-702.000	22.00	3.00	0.00	66.00		MEDICARE_EE	26.54	231.05
441 H	202-463.000-702.000	22.00	3.00	0.00	66.00		SOCSEC_EE	113.49	987.96
441 H	203-463.000-702.000	22.00	3.00	0.00	66.00		FITW	178.48	1,607.69
441 H	590-000.000-702.000	22.00	6.00	0.00	132.00		457_EE	162.96	1,276.51
441 H	591-000.000-702.000	22.00	32.00	0.00	704.00		HEALTH	96.75	677.25
441 H	661-000.000-702.000	22.00	4.00	0.00	88.00		VISION	3.45	24.15
PTO	DPW	22.00	7.00	0.00	154.00	231.00	SSB	1,177.86	DEPOSIT
457 SS TAX	DPW 457 ALLOC	70.40	0.00	0.00	70.40	492.80			

Leave Bank ID	Leave ID	Prev. Bal.	Comp Wrkd	Accrued	Lost	Taken	Buy Out	Adjusted	Net Change	New Balance
PTO	PERSONAL	15.00		0.00	0.00	7.00	0.00	0.00	-7.00	8.00
VAC	VACATION	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00

Name: 30114 - SELNER, BRADY D Active

Employee ID:	30114	Department ID:	255	Gross for Check:	2,500.00	Net After Dir Dep:	0.00
Withholding Status:	Married	Federal Allow.:	0	Net for Check:	2,056.98	Total Deductions:	443.02
Pay Period End Date:	03/29/2021	State Allow.:	2	Reg. Hours:	80.00	Direct Deposit:	2,056.98
Check Date:	04/01/2021	OT Hours:	0.00	YTD Gross:	17,550.00		
	Local Allow.:	00	Suppl. Hours:	0.00	Comp Hrs Wrkd:	0.00	
			Deduction Refund:	0.00			

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
HOURLY	VILLAGE ADMIN	31.25	80.00	0.00	2,500.00	16,500.00	FITW	150.23	1,063.77
							SITW	89.69	632.12

= Deposited Ded/Exp * = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross

Check Proofing Report

03/30/2021 4:04 PM

Database: Shelby

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Payroll ID: 520

Check Post Date: 04/01/2021

Pay Period End Date: 03/29/2021

Application: PR

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
							SOCSEC_EE	154.21	1,085.72
							MEDICARE_EE	36.07	253.92
							DELTA DENTAL	12.82	38.46
							LAKE	2,056.98	DEPOSIT

Leave Bank ID	Leave ID	Prev. Bal.	Comp Wrkd	Accrued	Lost	Taken	Buy Out	Adjusted	Net Change	New Balance
PTO	PERSONAL	96.00		0.00	0.00	0.00	0.00	0.00	0.00	96.00
VAC	VACATION	80.00		0.00	0.00	0.00	0.00	0.00	0.00	80.00

Name: 30115 - SIMONS, BRADLEY A Active

Employee ID:	30115	Department ID:	441	Gross for Check:	1,120.00	Net After Dir Dep:	944.37
Withholding Status:	Single	Federal Allow.:	0	Net for Check:	944.37	Total Deductions:	175.63
Pay Period End Date:	03/29/2021	State Allow.:	1	Reg. Hours:	80.00	Direct Deposit:	0.00
Check Date:	04/01/2021	OT Hours:		0.00	YTD Gross:		4,490.00
		Local Allow.:	00	Suppl. Hours:	0.00	Comp Hrs Wrkd:	0.00
				Deduction Refund:	0.00		

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
441 H	101-691.000-702.000	14.00	5.00	0.00	70.00	4,490.00	FITW	50.36	202.64
441 H	202-463.000-702.000	14.00	5.50	0.00	77.00		SITW	39.59	158.79
441 H	203-463.000-702.000	14.00	5.50	0.00	77.00		SOCSEC_EE	69.44	278.38
441 H	591-000.000-702.000	14.00	9.00	0.00	126.00		MEDICARE_EE	16.24	65.11
441 H	202-478.000-702.000	14.00	4.50	0.00	63.00				
441 H	DPW	14.00	14.00	0.00	196.00				
441 H	203-478.000-702.000	14.00	4.50	0.00	63.00				
441 H	590-000.000-702.000	14.00	22.00	0.00	308.00				
441 H	661-000.000-702.000	14.00	9.00	0.00	126.00				
441 H	202-474.000-702.000	14.00	0.50	0.00	7.00				
441 H	203-474.000-702.000	14.00	0.50	0.00	7.00				

Name: 30091 - VON DRAK, JOSEPH W Active

Employee ID:	30091	Department ID:	301	Gross for Check:	1,955.20	Net After Dir Dep:	0.00
Withholding Status:	Married	Federal Allow.:	0	Net for Check:	1,315.54	Total Deductions:	639.66
Pay Period End Date:	03/29/2021	State Allow.:	0	Reg. Hours:	80.00	Direct Deposit:	1,315.54
Check Date:	04/01/2021	OT Hours:		0.00	YTD Gross:		13,829.05
		Local Allow.:	00	Suppl. Hours:	0.00	Comp Hrs Wrkd:	0.00
				Deduction Refund:	0.00		

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
301 P	101-301.000-702.000	23.50	68.00	0.00	1,598.00	11,918.25	FITW	186.46	1,319.46
457 SS TAX	101-301.000-715.100	64.00	0.00	0.00	75.20	468.80	SITW	73.70	525.77
PTO	101-301.000-702.000	23.50	12.00	0.00	282.00	282.00	SOCSEC_EE	119.07	842.30
							MEDICARE_EE	27.85	196.99

= Deposited Ded/Exp * = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross

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03/30/2021 4:04 PM

Database: Shelby

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Payroll ID: 520

Check Post Date: 04/01/2021

Pay Period End Date: 03/29/2021

Application: PR

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
							DELTA DENTAL	34.80	243.60
							457_EE	186.40	1,214.58
							VISION	11.38	79.66
							PREFERRED	1,315.54	DEPOSIT

Leave Bank ID	Leave ID	Prev. Bal.	Comp Wrkd	Accrued	Lost	Taken	Buy Out	Adjusted	Net Change	New Balance
PTO	PERSONAL	32.50		0.00	0.00	12.00	0.00	0.00	-12.00	20.50
VAC	VACATION	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00
VACATION_POL	VACATION_POL	120.00		0.00	0.00	0.00	0.00	0.00	0.00	120.00

Name: 30112 - WALTZ, STEVEN A

Active

Employee ID:	30112	Department ID:	301	Gross for Check:	2,320.45	Net After Dir Dep:	0.00
Withholding Status:	Married	Federal Allow.:	0	Net for Check:	1,755.53	Total Deductions:	564.92
Pay Period End Date:	03/29/2021	State Allow.:	1	Reg. Hours:	80.00	Direct Deposit:	1,755.53
Check Date:	04/01/2021	Local Allow.:	00	OT Hours:	0.00	YTD Gross:	17,143.15
				Suppl. Hours:	0.00	Comp Hrs Wrkd:	0.00
				Deduction Refund:	0.00		

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
301 P	101-301.000-702.000	27.89	80.00	0.00	2,231.20	14,725.92	FITW	125.88	989.16
457 SS TAX	101-301.000-715.100	89.25	0.00	0.00	89.25	624.75	SITW	83.02	619.39
							SOCSEC_EE	143.87	1,062.88
							MEDICARE_EE	33.65	248.58
							457_EE	178.50	1,249.50
							HUNT	1,755.53	DEPOSIT

Leave Bank ID	Leave ID	Prev. Bal.	Comp Wrkd	Accrued	Lost	Taken	Buy Out	Adjusted	Net Change	New Balance
PTO	PERSONAL	96.00		0.00	0.00	0.00	0.00	0.00	0.00	96.00
VAC	VACATION	80.00		0.00	0.00	0.00	0.00	0.00	0.00	80.00

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03/31/2021 11:38 AM

Database: Shelby

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Payroll ID: 521

Check Post Date: 04/01/2021

Pay Period End Date: 03/31/2021

Application: PR

Name: 30084 - CROTHERS, STEVEN W Active

Employee ID: 30084	Department ID: 101	Gross for Check: 600.00	Net After Dir Dep: 528.60
Withholding Status: Married	Federal Allow.: 0	Net for Check: 528.60	Total Deductions: 71.40
Pay Period End Date: 03/31/2021	State Allow.: 0	Reg. Hours: 12.00	Direct Deposit: 0.00
Check Date: 04/01/2021		OT Hours: 0.00	YTD Gross: 600.00
	Local Allow.: 00	Suppl. Hours: 0.00	Comp Hrs Wrkd: 0.00
		Deduction Refund: 0.00	

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
101	101-101.000-702.000	50.00	7.00	0.00	350.00	350.00	SITW	25.50	25.50
101 C	101-101.000-702.000	50.00	5.00	0.00	250.00	250.00	SOCSEC_EE	37.20	37.20
							MEDICARE_EE	8.70	8.70

Name: 30116 - GLOVER, ROBERT W Active

Employee ID: 30116	Department ID: 101	Gross for Check: 450.00	Net After Dir Dep: 396.44
Withholding Status: Married	Federal Allow.: 0	Net for Check: 396.44	Total Deductions: 53.56
Pay Period End Date: 03/31/2021	State Allow.: 0	Reg. Hours: 9.00	Direct Deposit: 0.00
Check Date: 04/01/2021		OT Hours: 0.00	YTD Gross: 450.00
	Local Allow.: 00	Suppl. Hours: 0.00	Comp Hrs Wrkd: 0.00
		Deduction Refund: 0.00	

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
101	101-101.000-702.000	50.00	7.00	0.00	350.00	350.00	SITW	19.13	19.13
101 C	101-101.000-702.000	50.00	2.00	0.00	100.00	100.00	SOCSEC_EE	27.90	27.90
							MEDICARE_EE	6.53	6.53

Name: 30042 - HARRIS, WILLIAM P Active

Employee ID: 30042	Department ID: 101	Gross for Check: 500.00	Net After Dir Dep: 461.75
Withholding Status: Married	Federal Allow.: 2	Net for Check: 461.75	Total Deductions: 38.25
Pay Period End Date: 03/31/2021	State Allow.: 2	Reg. Hours: 10.00	Direct Deposit: 0.00
Check Date: 04/01/2021		OT Hours: 0.00	YTD Gross: 500.00
	Local Allow.: 00	Suppl. Hours: 0.00	Comp Hrs Wrkd: 0.00
		Deduction Refund: 0.00	

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
101	101-101.000-702.000	50.00	7.00	0.00	350.00	350.00	SOCSEC_EE	31.00	31.00
101 C	101-101.000-702.000	50.00	3.00	0.00	150.00	150.00	MEDICARE_EE	7.25	7.25

Name: 30021 - HORTON, TIMOTHY R Active

Employee ID: 30021	Department ID: 400	Gross for Check: 120.00	Net After Dir Dep: 110.82
Withholding Status: Married	Federal Allow.: 4	Net for Check: 110.82	Total Deductions: 9.18

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Database: Shelby

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Payroll ID: 521 Check Post Date: 04/01/2021 Pay Period End Date: 03/31/2021 Application: PR

Pay Period End Date: 03/31/2021	State Allow.: 4	Reg. Hours: 3.00	Direct Deposit: 0.00
Check Date: 04/01/2021		OT Hours: 0.00	YTD Gross: 120.00
	Local Allow.: 00	Suppl. Hours: 0.00	Comp Hrs Wrkd: 0.00
		Deduction Refund: 0.00	

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
400 PC	101-400.000-702.000	40.00	3.00	0.00	120.00	120.00	SOCSEC_EE	7.44	7.44
							MEDICARE_EE	1.74	1.74

Name: 30066 - INGLIS, PAUL E Active

Employee ID: 30066	Department ID: 101	Gross for Check: 995.00	Net After Dir Dep: 918.88
Withholding Status: Single	Federal Allow.: 1	Net for Check: 918.88	Total Deductions: 76.12
Pay Period End Date: 03/31/2021	State Allow.: 1	Reg. Hours: 17.00	Direct Deposit: 0.00
Check Date: 04/01/2021		OT Hours: 0.00	YTD Gross: 995.00
	Local Allow.: 00	Suppl. Hours: 0.00	Comp Hrs Wrkd: 0.00
		Deduction Refund: 0.00	

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
101 P	101-101.000-702.000	75.00	7.00	0.00	525.00	525.00	SOCSEC_EE	61.69	61.69
101 C	101-101.000-702.000	50.00	7.00	0.00	350.00	350.00	MEDICARE_EE	14.43	14.43
400 PC	101-400.000-702.000	40.00	3.00	0.00	120.00	120.00			

Name: 30106 - KELLEY, TARA F Active

Employee ID: 30106	Department ID: 400	Gross for Check: 80.00	Net After Dir Dep: 73.88
Withholding Status: Married	Federal Allow.: 3	Net for Check: 73.88	Total Deductions: 6.12
Pay Period End Date: 03/31/2021	State Allow.: 3	Reg. Hours: 2.00	Direct Deposit: 0.00
Check Date: 04/01/2021		OT Hours: 0.00	YTD Gross: 80.00
	Local Allow.: 00	Suppl. Hours: 0.00	Comp Hrs Wrkd: 0.00
		Deduction Refund: 0.00	

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
400 PC	101-400.000-702.000	40.00	2.00	0.00	80.00	80.00	SOCSEC_EE	4.96	4.96
							MEDICARE_EE	1.16	1.16

Name: 30104 - NEAR, SAMANTHA M Active

Employee ID: 30104	Department ID: 400	Gross for Check: 120.00	Net After Dir Dep: 0.00
Withholding Status: Single	Federal Allow.: 0	Net for Check: 101.32	Total Deductions: 18.68
Pay Period End Date: 03/31/2021	State Allow.: 0	Reg. Hours: 3.00	Direct Deposit: 101.32
Check Date: 04/01/2021		OT Hours: 0.00	YTD Gross: 120.00
	Local Allow.: 00	Suppl. Hours: 0.00	Comp Hrs Wrkd: 0.00
		Deduction Refund: 0.00	

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
400 PC	101-400.000-702.000	40.00	3.00	0.00	120.00	120.00	FITW	4.40	4.40

= Deposited Ded/Exp * = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross

Check Proofing Report

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Database: Shelby

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Payroll ID: 521 Check Post Date: 04/01/2021 Pay Period End Date: 03/31/2021 Application: PR

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
							SITW	5.10	5.10
							SOCSEC_EE	7.44	7.44
							MEDICARE_EE	1.74	1.74
							HUNT	101.32	DEPOSIT

Name: 30117 - OMNESS, DAMIAN

Active

Employee ID:	30117	Department ID:	101	Gross for Check:	310.00	Net After Dir Dep:	266.23
Withholding Status:	Single	Federal Allow.:	0	Net for Check:	266.23	Total Deductions:	43.77
Pay Period End Date:	03/31/2021	State Allow.:	0	Reg. Hours:	9.00	Direct Deposit:	0.00
Check Date:	04/01/2021			OT Hours:	0.00	YTD Gross:	310.00
		Local Allow.:	00	Suppl. Hours:	0.00	Comp Hrs Wrkd:	0.00
				Deduction Refund:	0.00		

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
101	101-101.000-702.000	30.00	7.00	0.00	210.00	210.00	FITW	6.87	6.87
101 C	101-101.000-702.000	50.00	2.00	0.00	100.00	100.00	SITW	13.18	13.18
							SOCSEC_EE	19.22	19.22
							MEDICARE_EE	4.50	4.50

Name: 30037 - SUTTON, JOHN G

Active

Employee ID:	30037	Department ID:	101	Gross for Check:	620.00	Net After Dir Dep:	0.00
Withholding Status:	Single	Federal Allow.:	0	Net for Check:	572.57	Total Deductions:	47.43
Pay Period End Date:	03/31/2021	State Allow.:	1	Reg. Hours:	13.00	Direct Deposit:	572.57
Check Date:	04/01/2021			OT Hours:	0.00	YTD Gross:	620.00
		Local Allow.:	00	Suppl. Hours:	0.00	Comp Hrs Wrkd:	0.00
				Deduction Refund:	0.00		

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
101	101-101.000-702.000	50.00	7.00	0.00	350.00	350.00	SOCSEC_EE	38.44	38.44
101 C	101-101.000-702.000	50.00	3.00	0.00	150.00	150.00	MEDICARE_EE	8.99	8.99
400 PC	101-400.000-702.000	40.00	3.00	0.00	120.00	120.00	HARB	572.57	DEPOSIT

Name: 30044 - ZAVERL, DANIEL T

Active

Employee ID:	30044	Department ID:	101	Gross for Check:	450.00	Net After Dir Dep:	396.44
Withholding Status:	Single	Federal Allow.:	0	Net for Check:	396.44	Total Deductions:	53.56
Pay Period End Date:	03/31/2021	State Allow.:	0	Reg. Hours:	9.00	Direct Deposit:	0.00
Check Date:	04/01/2021			OT Hours:	0.00	YTD Gross:	450.00
		Local Allow.:	00	Suppl. Hours:	0.00	Comp Hrs Wrkd:	0.00
				Deduction Refund:	0.00		

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
101	101-101.000-702.000	50.00	7.00	0.00	350.00	350.00	SITW	19.13	19.13
101 C	101-101.000-702.000	50.00	2.00	0.00	100.00	100.00	SOCSEC_EE	27.90	27.90

= Deposited Ded/Exp * = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross

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03/31/2021 11:38 AM

Database: Shelby

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Payroll ID: 521

Check Post Date: 04/01/2021

Pay Period End Date: 03/31/2021

Application: PR

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
							MEDICARE_EE	6.53	6.53

Report to Finance
April 12, 2021

	Description	General	Major St	Local St.	Sewer	Water	Motor Pool	Total
Affordable Auto Sales	2017 Explorer Brake Repairs						\$ 510.29	\$ 510.29
American Legal Publishing	Edit updates Ordinances	\$ 1,088.84						\$ 1,088.84
AT&T Mobility	PD Air Cards	\$ 158.92						\$ 158.92
Card Member Services	Monthly Charges for CC	\$ 103.88			\$ 89.25	\$ 89.26		\$ 282.39
Charter Spectrum	DPW Internet & Alarms	\$ 139.98			\$ 44.99	\$ 44.99		\$ 229.96
City of Hart	Water Tests				\$ 75.00	\$ 75.00		\$ 75.00
Consumers Energy	Electricity	\$ 3,930.37			\$ 4,151.45	\$ 2,441.37		\$ 10,523.19
Delta Dental	Dental Premiums	\$ 246.72	\$ 45.54	\$ 45.54	\$ 58.07	\$ 58.07	\$ 13.15	\$ 467.09
DTE Energy	Natural Gas	\$ 732.04			\$ 38.77			\$ 770.81
Fuelman	Vehicle Fuel						\$ 2,250.42	\$ 2,250.42
Great Lakes Energy	Street Lights	\$ 14.60						\$ 14.60
Helena Chemical	Lagoons Supplies				\$ 97.50			\$ 97.50
Helorn Engineering	Water Supplies - Wells					\$ 191.40		\$ 191.40
Jones Electric Company	Lagoon motor repairs				\$ 3,100.00			\$ 3,100.00
Klotz Auto Parts	Misc. Supplies						\$ 181.98	\$ 181.98
Nye Uniform	PD Uniform	\$ 114.50						\$ 114.50
Oceana Builders Supply	Misc. Supplies	\$ 29.98			\$ 26.97			\$ 56.95
Oceana Herald Journal	Rezoning & Ordinance Notice	\$ 207.00						\$ 207.00
Parmenter Law	Legal Services	\$ 1,101.00						\$ 1,101.00
Quadient	Postage				\$ 100.00	\$ 100.00		\$ 200.00
Republic Services	Waste Disposal	\$ 270.31						\$ 270.31
SRM Concrete	Pocket Parks	\$ 300.00						\$ 300.00
Staples	Office Supplies	\$ 34.89						\$ 34.89
Trace Analytical	Weekly Discharge				\$ 260.00			\$ 260.00
Verizon	Village Hall phones	\$ 146.50						\$ 146.50
Village of Shelby	Utility Billing				\$ 38.10	\$ 38.63		\$ 76.73
Vision Service Plan	Vision Premiums	\$ 154.85	\$ 42.84	\$ 42.84	\$ 50.80	\$ 50.80	\$ 12.70	\$ 354.83
Windridge	PD Graphix removal & Signs	\$ 111.00					\$ 180.00	\$ 291.00
								\$ -
								\$ -
								\$ -
General		\$ 18,886.25						\$ -
Major Street		\$ 1,271.70						\$ -
Local Street		\$ 1,271.68						\$ -
Sewer		\$ 10,208.26						\$ -
Water		\$ 5,520.17						\$ -
Motor Pool		\$ 3,963.18						\$ -
Total		\$ 48,273.93						\$ -
Check Total		\$ 23,356.10						\$ -

Signature: Steven Crothers
Date: 4/8/2021

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2021-22 AMENDED BUDGET	2021-22 ORIGINAL BUDGET	AVAILABLE		% BGDG USED
		NORMAL	(ABNORMAL)			NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Revenues								
Dept 000.000								
101-000.000-403.000	CURRENT PROP TAXES	0.00		274,000.00	274,000.00	274,000.00		0.00
101-000.000-405.000	PILOT REVENUES	0.00		6,000.00	6,000.00	6,000.00		0.00
101-000.000-407.000	DELINQUENT PROP TAXES	1,840.37		45,000.00	45,000.00	43,159.63		4.09
101-000.000-451.000	BUSINESS LICENSES-PERMITS	530.00		100.00	100.00	(430.00)		530.00
101-000.000-543.000	PD 302 STATE FUNDING	0.00		500.00	500.00	500.00		0.00
101-000.000-569.000	STATE GRANTS-LIQUOR FEES	0.00		1,300.00	1,300.00	1,300.00		0.00
101-000.000-573.000	PERSONAL PROPERTY TAX REIMBURSEMENT	8,446.01		8,000.00	8,000.00	(446.01)		105.58
101-000.000-574.000	STATE REVENUE SHARING	0.00		178,000.00	178,000.00	178,000.00		0.00
101-000.000-580.000	STATE REVENUE EVIP	0.00		50,000.00	50,000.00	50,000.00		0.00
101-000.000-590.000	TRSNF FROM RESERVES	0.00		123,760.00	123,760.00	123,760.00		0.00
101-000.000-607.000	Zoning Permit Fees	0.00		500.00	500.00	500.00		0.00
101-000.000-618.000	TAX COLLECTION FEES	25.73		4,000.00	4,000.00	3,974.27		0.64
101-000.000-645.000	LEAF BAGS	0.00		50.00	50.00	50.00		0.00
101-000.000-652.000	POLICE FINES, FEES, REPORTS	70.00		500.00	500.00	430.00		14.00
101-000.000-652.100	DUIL RESTITUTIONS	0.00		0.00	0.00	0.00		0.00
101-000.000-657.000	DISTRICT COURT FINES	0.00		0.00	0.00	0.00		0.00
101-000.000-661.000	FORFEITURE MONIES	0.00		0.00	0.00	0.00		0.00
101-000.000-664.000	INTEREST EARNED	154.93		3,200.00	3,200.00	3,045.07		4.84
101-000.000-664.900	INT-PRIME VEST	0.00		0.00	0.00	0.00		0.00
101-000.000-667.000	BUILDING RENTAL	0.00		24,000.00	24,000.00	24,000.00		0.00
101-000.000-667.100	BUILDING RENTAL OCEANA EMS	0.00		0.00	0.00	0.00		0.00
101-000.000-671.000	SPONSORSHIP-SHELBY SUMMER KICK OFF	0.00		0.00	0.00	0.00		0.00
101-000.000-673.000	SALE OF FIXED ASSETS	0.00		0.00	0.00	0.00		0.00
101-000.000-673.200	SALE IND PARK LAND	0.00		0.00	0.00	0.00		0.00
101-000.000-675.000	Donations	0.00		0.00	0.00	0.00		0.00
101-000.000-675.100	GETTY PARK DONATIONS	0.00		0.00	0.00	0.00		0.00
101-000.000-676.000	CONT. FROM OTHER FUNDS	0.00		0.00	0.00	0.00		0.00
101-000.000-677.000	REIMBURSEMENTS	0.00		0.00	0.00	0.00		0.00
101-000.000-677.100	FEMA REIMBURSEMENTS	0.00		0.00	0.00	0.00		0.00
101-000.000-677.200	REIMB: WORKERS COMP	0.00		0.00	0.00	0.00		0.00
101-000.000-685.000	REIMB-SALVAGE INSPECTIONS	0.00		0.00	0.00	0.00		0.00
101-000.000-695.000	MISC. REVENUES	1,791.38		6,000.00	6,000.00	4,208.62		29.86
101-000.000-695.400	DELINQUENT DIVERSION PROGRAM REVENUE	0.00		0.00	0.00	0.00		0.00
Total Dept 000.000		12,858.42		724,910.00	724,910.00	712,051.58		1.77
TOTAL REVENUES		12,858.42		724,910.00	724,910.00	712,051.58		1.77
Expenditures								
Dept 000.000								
101-000.000-999.000	TRANSFER TO OTHER FUNDS	0.00		0.00	0.00	0.00		0.00
Total Dept 000.000		0.00		0.00	0.00	0.00		0.00
Dept 101.000 - VILLAGE COUNCIL								
101-101.000-702.000	SALARIES & WAGES	0.00		15,000.00	15,000.00	15,000.00		0.00
101-101.000-714.000	MEDICARE EXPENSE	0.00		220.00	220.00	220.00		0.00
101-101.000-715.000	PAYROLL W/H FICA	0.00		975.00	975.00	975.00		0.00
101-101.000-740.000	GEN OPER SUPPLIES	0.00		0.00	0.00	0.00		0.00
101-101.000-860.000	MILEAGE & MEALS	0.00		100.00	100.00	100.00		0.00
101-101.000-864.000	CONFERENCES & WORKSHOPS	0.00		600.00	600.00	600.00		0.00

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2021-22 ORIGINAL BUDGET	AVAILABLE		% BGD USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 101.000 - VILLAGE COUNCIL		0.00		16,895.00	16,895.00	16,895.00	0.00
Dept 191.000 - ELECTIONS COMMISSION							
101-191.000-740.000	GEN OPER SUPPLIES	0.00		0.00	0.00	0.00	0.00
101-191.000-800.000	SERVICES	0.00		0.00	0.00	0.00	0.00
101-191.000-900.000	PRINTING - PUBLISHINGS	0.00		0.00	0.00	0.00	0.00
Total Dept 191.000 - ELECTIONS COMMISSION		0.00		0.00	0.00	0.00	0.00
Dept 215.000 - VILLAGE CLERK							
101-215.000-702.000	SALARIES & WAGES	734.39		4,790.00	4,790.00	4,055.61	15.33
101-215.000-702.100	WAGES PART TIME ADMIN. ASST.	0.00		1,556.00	1,556.00	1,556.00	0.00
101-215.000-714.000	MEDICARE EXPENSE	10.68		93.00	93.00	82.32	11.48
101-215.000-715.000	PAYROLL W/H FICA	45.68		393.00	393.00	347.32	11.62
101-215.000-715.100	PAYROLL W/H RETIREMENT	14.40		192.00	192.00	177.60	7.50
101-215.000-716.000	HOSPITALIZATION	150.02		2,220.00	2,220.00	2,069.98	6.76
101-215.000-717.000	DENTAL INSURANCE	3.79		70.00	70.00	66.21	5.41
101-215.000-718.000	LIFE INSURANCE	2.48		25.00	25.00	22.52	9.92
101-215.000-719.000	VISION	(44.64)		58.00	58.00	102.64	(76.97)
101-215.000-727.000	OFFICE SUPPLIES-GEN	456.21		1,500.00	1,500.00	1,043.79	30.41
101-215.000-742.000	PRINTING SERVICES-OFFICE	140.08		700.00	700.00	559.92	20.01
101-215.000-801.000	PROFESSIONAL SERVICES	0.00		2,400.00	2,400.00	2,400.00	0.00
101-215.000-807.000	AUDIT FEES	0.00		0.00	0.00	0.00	0.00
101-215.000-851.000	COMMUNICATIONS PHONE	0.00		0.00	0.00	0.00	0.00
101-215.000-858.000	MEMBERSHIPS & DUES	0.00		100.00	100.00	100.00	0.00
101-215.000-860.000	MILEAGE & MEALS	0.00		100.00	100.00	100.00	0.00
101-215.000-864.000	CONFERENCES & WORKSHOPS	0.00		200.00	200.00	200.00	0.00
101-215.000-900.000	PRINTING - PUBLISHINGS	0.00		800.00	800.00	800.00	0.00
101-215.000-910.000	INSURANCES	0.00		0.00	0.00	0.00	0.00
101-215.000-916.000	WORKMANS COMP INS.	0.00		0.00	0.00	0.00	0.00
101-215.000-930.000	CONTRACTED REPAIRS/MAINT	0.00		0.00	0.00	0.00	0.00
101-215.000-956.000	MISCELLANEOUS	0.00		0.00	0.00	0.00	0.00
101-215.000-970.000	CAPITAL OUTLAY	0.00		0.00	0.00	0.00	0.00
Total Dept 215.000 - VILLAGE CLERK		1,513.09		15,197.00	15,197.00	13,683.91	9.96
Dept 253.000 - VILLAGE TREASURER							
101-253.000-702.000	SALARIES & WAGES	534.36		4,790.00	4,790.00	4,255.64	11.16
101-253.000-702.100	WAGES PART TIME	0.00		1,556.00	1,556.00	1,556.00	0.00
101-253.000-714.000	MEDICARE EXPENSE	7.83		93.00	93.00	85.17	8.42
101-253.000-715.000	PAYROLL W/H FICA	33.52		393.00	393.00	359.48	8.53
101-253.000-715.100	PAYROLL W/H RETIREMENT	14.38		192.00	192.00	177.62	7.49
101-253.000-716.000	HOSPITALIZATION	150.02		2,220.00	2,220.00	2,069.98	6.76
101-253.000-717.000	DENTAL INSURANCE	3.79		70.00	70.00	66.21	5.41
101-253.000-718.000	LIFE INSURANCE	2.48		25.00	25.00	22.52	9.92
101-253.000-719.000	VISION	7.78		58.00	58.00	50.22	13.41
101-253.000-727.000	OFFICE SUPPLIES-GEN	0.00		500.00	500.00	500.00	0.00
101-253.000-800.000	SERVICES	0.00		1,500.00	1,500.00	1,500.00	0.00
101-253.000-851.000	COMMUNICATIONS PHONE	0.00		75.00	75.00	75.00	0.00
101-253.000-858.000	MEMBERSHIPS & DUES	0.00		0.00	0.00	0.00	0.00
101-253.000-860.000	MILEAGE & MEALS	0.00		0.00	0.00	0.00	0.00
101-253.000-864.000	CONFERENCES & WORKSHOPS	0.00		70.00	70.00	70.00	0.00
101-253.000-900.000	PRINTING - PUBLISHINGS	0.00		100.00	100.00	100.00	0.00
101-253.000-910.000	INSURANCES	0.00		0.00	0.00	0.00	0.00

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2021-22 ORIGINAL BUDGET	AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND							
Expenditures							
101-253.000-956.000	MISCELLANEOUS		0.00	0.00		0.00	0.00
101-253.000-970.000	CAPITAL OUTLAY		0.00	0.00		0.00	0.00
Total Dept 253.000 - VILLAGE TREASURER			754.16	11,642.00	11,642.00	10,887.84	6.48
Dept 255.000 - VILLAGE ADMINISTRATOR							
101-255.000-702.000	SALARIES & WAGES		1,000.02	13,926.00	13,926.00	12,925.98	7.18
101-255.000-714.000	MEDICARE EXPENSE		14.42	220.00	220.00	205.58	6.55
101-255.000-715.000	PAYROLL W/H FICA		61.68	820.00	820.00	758.32	7.52
101-255.000-715.100	PAYROLL W/H RETIREMENT		0.00	0.00	0.00	0.00	0.00
101-255.000-716.000	HOSPITALIZATION		116.02	1,480.00	1,480.00	1,363.98	7.84
101-255.000-717.000	DENTAL INSURANCE		11.96	188.00	188.00	176.04	6.36
101-255.000-718.000	LIFE INSURANCE		0.00	45.00	45.00	45.00	0.00
101-255.000-719.000	VISION		7.66	65.00	65.00	57.34	11.78
101-255.000-727.000	OFFICE SUPPLIES-GEN		0.00	600.00	600.00	600.00	0.00
101-255.000-800.000	CONTRACTED REPAIRS/MAINT		0.00	0.00	0.00	0.00	0.00
101-255.000-858.000	MEMBERSHIPS & DUES		0.00	1,500.00	1,500.00	1,500.00	0.00
101-255.000-860.000	MILEAGE & MEALS		0.00	300.00	300.00	300.00	0.00
101-255.000-864.000	CONFERENCES & WORKSHOPS		0.00	1,200.00	1,200.00	1,200.00	0.00
101-255.000-956.000	MISCELLANEOUS		0.00	0.00	0.00	0.00	0.00
101-255.000-970.000	CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00
Total Dept 255.000 - VILLAGE ADMINISTRATOR			1,211.76	20,344.00	20,344.00	19,132.24	5.96
Dept 265.000 - VILLAGE HALL/GROUNDS							
101-265.000-702.000	SALARIES & WAGES		195.00	3,380.00	3,380.00	3,185.00	5.77
101-265.000-714.000	MEDICARE EXPENSE		2.83	40.00	40.00	37.17	7.08
101-265.000-715.000	PAYROLL W/H FICA		12.09	150.00	150.00	137.91	8.06
101-265.000-740.000	GEN OPER SUPPLIES		0.00	1,000.00	1,000.00	1,000.00	0.00
101-265.000-775.000	REPAIR/MAINT SUPPLIES		0.00	500.00	500.00	500.00	0.00
101-265.000-851.000	COMMUNICATIONS PHONE		216.39	4,500.00	4,500.00	4,283.61	4.81
101-265.000-860.000	MILEAGE & MEALS		0.00	0.00	0.00	0.00	0.00
101-265.000-910.000	INSURANCES		0.00	5,500.00	5,500.00	5,500.00	0.00
101-265.000-917.000	SEWER UTILITIES		0.00	350.00	350.00	350.00	0.00
101-265.000-918.000	WATER UTILITY		0.00	200.00	200.00	200.00	0.00
101-265.000-920.000	PUBLIC UTILITIES - CONSUMERS		0.00	3,500.00	3,500.00	3,500.00	0.00
101-265.000-921.000	PUBLIC UTILITIES - MICH CON		0.00	450.00	450.00	450.00	0.00
101-265.000-930.000	CONTRACTED REPAIRS/MAINT		0.00	0.00	0.00	0.00	0.00
101-265.000-956.000	MISCELLANEOUS		0.00	100.00	100.00	100.00	0.00
101-265.000-970.000	CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00
Total Dept 265.000 - VILLAGE HALL/GROUNDS			426.31	19,670.00	19,670.00	19,243.69	2.17
Dept 299.000 - OTHER GENERAL GOVT							
101-299.000-800.000	SERVICES		0.00	8,300.00	8,300.00	8,300.00	0.00
101-299.000-801.000	PROFESSIONAL SERVICES		(426.75)	30,000.00	30,000.00	30,426.75	(1.42)
101-299.000-807.000	AUDIT FEES		0.00	6,000.00	6,000.00	6,000.00	0.00
101-299.000-858.000	MEMBERSHIPS & DUES		0.00	0.00	0.00	0.00	0.00
101-299.000-910.000	INSURANCES		0.00	10,000.00	10,000.00	10,000.00	0.00
101-299.000-916.000	WORKMANS COMP INS.		0.00	150.00	150.00	150.00	0.00
101-299.000-916.100	UNEMPLOYMENT INS.		0.00	1,000.00	1,000.00	1,000.00	0.00
101-299.000-956.000	MISCELLANEOUS		0.00	100.00	100.00	100.00	0.00
101-299.000-970.000	CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2021-22 ORIGINAL BUDGET	AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND							
Expenditures							
101-299.000-971.100	CAPITOL OUTLAY-LAND		0.00	0.00		0.00	0.00
Total Dept 299.000 - OTHER GENERAL GOVT		(426.75)		55,550.00	55,550.00	55,976.75	(0.77)
Dept 301.000 - POLICE DEPT							
101-301.000-702.000	SALARIES & WAGES	16,444.55		177,787.00	177,787.00	161,342.45	9.25
101-301.000-702.100	WAGES PART TIME	4,337.00		31,552.00	31,552.00	27,215.00	13.75
101-301.000-702.200	LIASON DIVERSION PROGRAM	0.00		0.00	0.00	0.00	0.00
101-301.000-714.000	MEDICARE EXPENSE	305.73		2,660.00	2,660.00	2,354.27	11.49
101-301.000-715.000	PAYROLL W/H FICA	1,307.29		10,000.00	10,000.00	8,692.71	13.07
101-301.000-715.100	PAYROLL W/H RETIREMENT	373.70		7,112.00	7,112.00	6,738.30	5.25
101-301.000-716.000	HOSPITALIZATION	1,506.51		12,053.00	12,053.00	10,546.49	12.50
101-301.000-716.100	EMPLOYEE COST REIMBURSEMENT	0.00		0.00	0.00	0.00	0.00
101-301.000-717.000	DENTAL INSURANCE	133.96		1,161.00	1,161.00	1,027.04	11.54
101-301.000-718.000	LIFE INSURANCE	37.63		444.00	444.00	406.37	8.48
101-301.000-719.000	VISION	120.27		490.00	490.00	369.73	24.54
101-301.000-727.000	OFFICE SUPPLIES-GEN	0.00		1,200.00	1,200.00	1,200.00	0.00
101-301.000-740.000	GEN OPER SUPPLIES	0.00		5,600.00	5,600.00	5,600.00	0.00
101-301.000-744.000	UNIFORMS	0.00		1,800.00	1,800.00	1,800.00	0.00
101-301.000-744.100	UNIFORMS -MAINTENANCE	0.00		50.00	50.00	50.00	0.00
101-301.000-775.000	REPAIR/MAINT SUPPLIES	0.00		0.00	0.00	0.00	0.00
101-301.000-800.000	SERVICES	0.00		1,500.00	1,500.00	1,500.00	0.00
101-301.000-851.000	COMMUNICATIONS PHONE	158.92		1,500.00	1,500.00	1,341.08	10.59
101-301.000-858.000	MEMBERSHIPS & DUES	0.00		200.00	200.00	200.00	0.00
101-301.000-860.000	MILEAGE & MEALS	0.00		350.00	350.00	350.00	0.00
101-301.000-862.000	TRAINING-LOCAL	0.00		200.00	200.00	200.00	0.00
101-301.000-862.100	TRAINING-STATE	0.00		0.00	0.00	0.00	0.00
101-301.000-862.200	Drunk Driving Enforcement	0.00		0.00	0.00	0.00	0.00
101-301.000-862.300	PA 302 EXPENDITURES	0.00		500.00	500.00	500.00	0.00
101-301.000-864.000	CONFERENCES & WORKSHOPS	0.00		0.00	0.00	0.00	0.00
101-301.000-866.000	SCHOOL CROSSING GUARDS	0.00		6,000.00	6,000.00	6,000.00	0.00
101-301.000-910.000	INSURANCES	0.00		11,000.00	11,000.00	11,000.00	0.00
101-301.000-916.000	WORKMANS COMP INS.	0.00		10,000.00	10,000.00	10,000.00	0.00
101-301.000-917.000	SEWER UTILITIES	0.00		0.00	0.00	0.00	0.00
101-301.000-918.000	WATER UTILITY	0.00		0.00	0.00	0.00	0.00
101-301.000-920.000	PUBLIC UTILITIES - CONSUMERS	0.00		0.00	0.00	0.00	0.00
101-301.000-921.000	PUBLIC UTILITIES - MICH CON	0.00		0.00	0.00	0.00	0.00
101-301.000-940.000	BUILDING RENTAL	0.00		0.00	0.00	0.00	0.00
101-301.000-943.000	EQUIPMENT RENTAL	0.00		12,000.00	12,000.00	12,000.00	0.00
101-301.000-956.000	MISCELLANEOUS	0.00		200.00	200.00	200.00	0.00
101-301.000-970.000	CAPITAL OUTLAY	0.00		0.00	0.00	0.00	0.00
Total Dept 301.000 - POLICE DEPT		24,725.56		295,359.00	295,359.00	270,633.44	8.37
Dept 400.000 - Planning Commission							
101-400.000-702.000	SALARIES & WAGES	0.00		2,000.00	2,000.00	2,000.00	0.00
101-400.000-714.000	MEDICARE EXPENSE	0.00		29.00	29.00	29.00	0.00
101-400.000-715.000	PAYROLL W/H FICA	0.00		124.00	124.00	124.00	0.00
101-400.000-801.000	PROFESSIONAL SERVICES	0.00		6,200.00	6,200.00	6,200.00	0.00
101-400.000-860.000	MILEAGE & MEALS	0.00		0.00	0.00	0.00	0.00
101-400.000-864.000	CONFERENCES & WORKSHOPS	0.00		1,000.00	1,000.00	1,000.00	0.00
Total Dept 400.000 - Planning Commission		0.00		9,353.00	9,353.00	9,353.00	0.00

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2021-22 ORIGINAL BUDGET	AVAILABLE		% BGDG USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND							
Expenditures							
Dept 441.000 - DEPT OF PUBLIC WORKS							
101-441.000-702.000	SALARIES & WAGES	1,001.62		13,371.00	13,371.00	12,369.38	7.49
101-441.000-714.000	MEDICARE EXPENSE	14.74		194.00	194.00	179.26	7.60
101-441.000-715.000	PAYROLL W/H FICA	63.06		829.00	829.00	765.94	7.61
101-441.000-715.100	PAYROLL W/H RETIREMENT	15.23		498.00	498.00	482.77	3.06
101-441.000-716.000	HOSPITALIZATION	57.03		924.00	924.00	866.97	6.17
101-441.000-716.100	EMPLOYEE COST REIMBURSEMENT	0.00		0.00	0.00	0.00	0.00
101-441.000-717.000	DENTAL INSURANCE	4.81		71.00	71.00	66.19	6.77
101-441.000-718.000	LIFE INSURANCE	4.33		45.00	45.00	40.67	9.62
101-441.000-719.000	VISION	5.68		43.00	43.00	37.32	13.21
101-441.000-727.000	OFFICE SUPPLIES-GEN	0.00		400.00	400.00	400.00	0.00
101-441.000-740.000	GEN OPER SUPPLIES	42.36		1,500.00	1,500.00	1,457.64	2.82
101-441.000-775.000	REPAIR/MAINT SUPPLIES	0.00		300.00	300.00	300.00	0.00
101-441.000-818.000	CONTRACTURAL SERVICES	0.00		2,500.00	2,500.00	2,500.00	0.00
101-441.000-850.000	COMMUNICATIONS - RADIO	0.00		0.00	0.00	0.00	0.00
101-441.000-851.000	COMMUNICATIONS PHONE	0.00		3,200.00	3,200.00	3,200.00	0.00
101-441.000-858.000	MEMBERSHIPS & DUES	0.00		500.00	500.00	500.00	0.00
101-441.000-860.000	MILEAGE & MEALS	0.00		100.00	100.00	100.00	0.00
101-441.000-864.000	CONFERENCES & WORKSHOPS	0.00		500.00	500.00	500.00	0.00
101-441.000-900.000	PRINTING - PUBLISHINGS	0.00		0.00	0.00	0.00	0.00
101-441.000-910.000	INSURANCES	0.00		1,000.00	1,000.00	1,000.00	0.00
101-441.000-916.000	WORKMANS COMP INS.	0.00		250.00	250.00	250.00	0.00
101-441.000-917.000	SEWER UTILITIES	0.00		300.00	300.00	300.00	0.00
101-441.000-918.000	WATER UTILITY	0.00		200.00	200.00	200.00	0.00
101-441.000-920.000	PUBLIC UTILITIES - CONSUMERS	0.00		3,500.00	3,500.00	3,500.00	0.00
101-441.000-921.000	PUBLIC UTILITIES - MICH CON	0.00		3,500.00	3,500.00	3,500.00	0.00
101-441.000-930.000	CONTRACTED REPAIRS/MAINT	0.00		500.00	500.00	500.00	0.00
101-441.000-931.000	BUILDING REPAIRS/MAINT.	0.00		1,000.00	1,000.00	1,000.00	0.00
101-441.000-943.000	EQUIPMENT RENTAL	0.00		12,000.00	12,000.00	12,000.00	0.00
101-441.000-956.000	MISCELLANEOUS	0.00		200.00	200.00	200.00	0.00
101-441.000-976.000	BUILDING & YARDS IMPROVEMENT	0.00		500.00	500.00	500.00	0.00
101-441.000-976.100	OFFSITE IMPROVE.-SIDEWALKS	0.00		0.00	0.00	0.00	0.00
101-441.000-976.500	OFFSITE IMPROVE TREES	0.00		0.00	0.00	0.00	0.00
101-441.000-977.000	EQUIPMENT PURCHASES	0.00		0.00	0.00	0.00	0.00
101-441.000-977.100	BLDG YARDS REP/MAINT SUP	0.00		0.00	0.00	0.00	0.00
Total Dept 441.000 - DEPT OF PUBLIC WORKS		1,208.86		47,925.00	47,925.00	46,716.14	2.52
Dept 448.000 - ST LIGHTING, CROSS/CHRIST.							
101-448.000-923.000	STREET LIGHTS	0.00		30,000.00	30,000.00	30,000.00	0.00
Total Dept 448.000 - ST LIGHTING, CROSS/CHRIST.		0.00		30,000.00	30,000.00	30,000.00	0.00
Dept 528.000 - WASTE COLLECTION FEES							
101-528.000-818.000	CONTRACTURAL SERVICES	0.00		5,000.00	5,000.00	5,000.00	0.00
Total Dept 528.000 - WASTE COLLECTION FEES		0.00		5,000.00	5,000.00	5,000.00	0.00
Dept 691.000 - PARKS RECREATION							
101-691.000-702.000	SALARIES & WAGES	202.60		13,371.00	13,371.00	13,168.40	1.52
101-691.000-714.000	MEDICARE EXPENSE	3.15		194.00	194.00	190.85	1.62
101-691.000-715.000	PAYROLL W/H FICA	13.50		829.00	829.00	815.50	1.63
101-691.000-715.100	PAYROLL W/H RETIREMENT	15.21		497.00	497.00	481.79	3.06

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2021-22 ORIGINAL BUDGET	AVAILABLE		% BGD USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND							
Expenditures							
101-691.000-715.200	MED	0.00		0.00		0.00	0.00
101-691.000-715.300	SS-	0.00		0.00		0.00	0.00
101-691.000-716.000	HOSPITALIZATION	57.05		924.00		866.95	6.17
101-691.000-717.000	DENTAL INSURANCE	4.81		72.00		67.19	6.68
101-691.000-718.000	LIFE INSURANCE	4.33		45.00		40.67	9.62
101-691.000-719.000	VISION	5.68		43.00		37.32	13.21
101-691.000-740.000	GEN OPER SUPPLIES	0.00		100.00		100.00	0.00
101-691.000-775.000	REPAIR/MAINT SUPPLIES	0.00		1,000.00		1,000.00	0.00
101-691.000-801.000	PROFESSIONAL SERVICES	0.00		2,800.00		2,800.00	0.00
101-691.000-802.000	SHELBY SUMMER KICK OFF-SPONSORED	0.00		0.00		0.00	0.00
101-691.000-818.000	CONTRACTURAL SERVICES	0.00		6,000.00		6,000.00	0.00
101-691.000-910.000	INSURANCES	0.00		500.00		500.00	0.00
101-691.000-918.000	WATER UTILITY	0.00		1,500.00		1,500.00	0.00
101-691.000-920.000	PUBLIC UTILITIES - CONSUMERS	0.00		1,600.00		1,600.00	0.00
101-691.000-930.000	CONTRACTED REPAIRS/MAINT	0.00		4,000.00		4,000.00	0.00
101-691.000-931.000	BUILDING REPAIRS/MAINT.	0.00		0.00		0.00	0.00
101-691.000-943.000	EQUIPMENT RENTAL	0.00		13,000.00		13,000.00	0.00
101-691.000-967.000	PROJECT COSTS	0.00		500.00		500.00	0.00
101-691.000-967.100	GETTY PARK RENOVATION	0.00		150,000.00		150,000.00	0.00
101-691.000-970.000	CAPITAL OUTLAY	0.00		0.00		0.00	0.00
101-691.000-976.000	BUILDING & YARDS IMPROVEMENT	0.00		500.00		500.00	0.00
101-691.000-976.200	TREE/FLOWER	0.00		500.00		500.00	0.00
Total Dept 691.000 - PARKS RECREATION		306.33		197,975.00		197,668.67	0.15
TOTAL EXPENDITURES		29,719.32		724,910.00		695,190.68	4.10
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		12,858.42		724,910.00		712,051.58	1.77
TOTAL EXPENDITURES		29,719.32		724,910.00		695,190.68	4.10
NET OF REVENUES & EXPENDITURES		(16,860.90)		0.00		16,860.90	100.00

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2021-22 ORIGINAL BUDGET	AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 103 - GENERAL INVESTMENT FUND							
Revenues							
Dept 000.000							
103-000.000-590.000	TRSNF FROM RESERVES	0.00		0.00		0.00	0.00
103-000.000-664.000	INTEREST EARNED	0.00		5,000.00		5,000.00	0.00
103-000.000-676.000	CONT. FROM OTHER FUNDS	0.00		0.00		0.00	0.00
Total Dept 000.000		0.00		5,000.00		5,000.00	0.00
TOTAL REVENUES		0.00		5,000.00		5,000.00	0.00
Expenditures							
Dept 000.000							
103-000.000-999.000	TRANSFER TO OTHER FUNDS	0.00		0.00		0.00	0.00
Total Dept 000.000		0.00		0.00		0.00	0.00
TOTAL EXPENDITURES		0.00		0.00		0.00	0.00
Fund 103 - GENERAL INVESTMENT FUND:							
TOTAL REVENUES		0.00		5,000.00		5,000.00	0.00
TOTAL EXPENDITURES		0.00		0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		5,000.00		5,000.00	0.00

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2021-22 ORIGINAL BUDGET	AVAILABLE		% BGD USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 202 - MAJOR STREET							
Revenues							
Dept 000.000							
202-000.000-546.000	ACT 51 MONIES	18,524.20		260,000.00	260,000.00	241,475.80	7.12
202-000.000-571.000	OTHER STATE GRANTS	0.00		0.00	0.00	0.00	0.00
202-000.000-590.000	TRSNF FROM RESERVES	0.00		0.00	0.00	0.00	0.00
202-000.000-664.000	INTEREST EARNED	0.00		1,200.00	1,200.00	1,200.00	0.00
202-000.000-664.900	INT-PRIME VEST	0.00		0.00	0.00	0.00	0.00
202-000.000-674.200	DOT MONIES (TASK FORCE)	0.00		0.00	0.00	0.00	0.00
202-000.000-675.000	FEDERAL REVENUE	0.00		0.00	0.00	0.00	0.00
202-000.000-677.000	REIMBURSEMENTS	0.00		0.00	0.00	0.00	0.00
202-000.000-695.000	MISC. REVENUES	0.00		0.00	0.00	0.00	0.00
Total Dept 000.000		18,524.20		261,200.00	261,200.00	242,675.80	7.09
TOTAL REVENUES		18,524.20		261,200.00	261,200.00	242,675.80	7.09
Expenditures							
Dept 000.000							
202-000.000-990.000	PRINCIPAL ON BOND PAYMENTS	0.00		0.00	0.00	0.00	0.00
202-000.000-995.000	INTEREST ON BOND PAYMENTS	0.00		0.00	0.00	0.00	0.00
202-000.000-996.000	AGENT FEES ON BOND PAYMENTS	0.00		0.00	0.00	0.00	0.00
202-000.000-999.000	TRANSFER TO OTHER FUNDS	0.00		0.00	0.00	0.00	0.00
Total Dept 000.000		0.00		0.00	0.00	0.00	0.00
Dept 451.000 - CONSTRUCTION							
202-451.000-702.000	SALARIES & WAGES	0.00		0.00	0.00	0.00	0.00
202-451.000-714.000	MEDICARE EXPENSE	0.00		0.00	0.00	0.00	0.00
202-451.000-715.000	PAYROLL W/H FICA	0.00		0.00	0.00	0.00	0.00
202-451.000-715.100	PAYROLL W/H RETIREMENT	0.00		0.00	0.00	0.00	0.00
202-451.000-716.000	HOSPITALIZATION	(31.18)		0.00	0.00	31.18	100.00
202-451.000-818.000	CONTRACTURAL SERVICES	0.00		0.00	0.00	0.00	0.00
202-451.000-819.000	NEW SIDEWALK	0.00		72,000.00	72,000.00	72,000.00	0.00
202-451.000-821.000	ENGINEERING SERVICES	0.00		0.00	0.00	0.00	0.00
202-451.000-943.000	EQUIPMENT RENTAL	0.00		0.00	0.00	0.00	0.00
202-451.000-970.000	CAPITAL OUTLAY	0.00		0.00	0.00	0.00	0.00
Total Dept 451.000 - CONSTRUCTION		(31.18)		72,000.00	72,000.00	72,031.18	(0.04)
Dept 463.000 - ROUTINE MAINTENANCE							
202-463.000-702.000	SALARIES & WAGES	993.10		60,170.00	60,170.00	59,176.90	1.65
202-463.000-714.000	MEDICARE EXPENSE	15.18		872.00	872.00	856.82	1.74
202-463.000-715.000	PAYROLL W/H FICA	64.87		3,731.00	3,731.00	3,666.13	1.74
202-463.000-715.100	PAYROLL W/H RETIREMENT	53.18		1,244.00	1,244.00	1,190.82	4.27
202-463.000-716.000	HOSPITALIZATION	177.24		4,408.00	4,408.00	4,230.76	4.02
202-463.000-717.000	DENTAL INSURANCE	21.63		252.00	252.00	230.37	8.58
202-463.000-718.000	LIFE INSURANCE	17.28		220.00	220.00	202.72	7.85
202-463.000-719.000	VISION	25.54		127.00	127.00	101.46	20.11
202-463.000-740.000	GEN OPER SUPPLIES	0.00		750.00	750.00	750.00	0.00
202-463.000-782.000	ROAD MAINT. MATERIALS	283.70		5,000.00	5,000.00	4,716.30	5.67
202-463.000-818.000	CONTRACTURAL SERVICES	0.00		2,000.00	2,000.00	2,000.00	0.00
202-463.000-910.000	INSURANCES	0.00		0.00	0.00	0.00	0.00
202-463.000-916.000	WORKMANS COMP INS.	0.00		600.00	600.00	600.00	0.00

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2021-22 ORIGINAL BUDGET	AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 202 - MAJOR STREET							
Expenditures							
202-463.000-943.000	EQUIPMENT RENTAL		0.00	6,000.00	6,000.00	6,000.00	0.00
202-463.000-945.000	ROUTINE SIDEWALK MAINTENANCE		0.00	2,000.00	2,000.00	2,000.00	0.00
Total Dept 463.000 - ROUTINE MAINTENANCE			1,651.72	87,374.00	87,374.00	85,722.28	1.89
Dept 474.000 - TRAFFIC SERVICES							
202-474.000-702.000	SALARIES & WAGES		38.22	3,109.00	3,109.00	3,070.78	1.23
202-474.000-714.000	MEDICARE EXPENSE		0.55	45.00	45.00	44.45	1.22
202-474.000-715.000	PAYROLL W/H FICA		2.37	193.00	193.00	190.63	1.23
202-474.000-715.100	PAYROLL W/H RETIREMENT		0.00	0.00	0.00	0.00	0.00
202-474.000-716.000	HOSPITALIZATION		0.00	0.00	0.00	0.00	0.00
202-474.000-786.000	TRAFFICE CONTROL SUPPLIES		0.00	1,500.00	1,500.00	1,500.00	0.00
202-474.000-818.000	CONTRACTURAL SERVICES		0.00	0.00	0.00	0.00	0.00
202-474.000-943.000	EQUIPMENT RENTAL		0.00	500.00	500.00	500.00	0.00
Total Dept 474.000 - TRAFFIC SERVICES			41.14	5,347.00	5,347.00	5,305.86	0.77
Dept 478.000 - WINTER MAINTENANCE							
202-478.000-702.000	SALARIES & WAGES		1,340.27	13,990.00	13,990.00	12,649.73	9.58
202-478.000-714.000	MEDICARE EXPENSE		19.44	203.00	203.00	183.56	9.58
202-478.000-715.000	PAYROLL W/H FICA		83.09	876.00	876.00	792.91	9.49
202-478.000-715.100	PAYROLL W/H RETIREMENT		0.00	0.00	0.00	0.00	0.00
202-478.000-716.000	HOSPITALIZATION		0.00	0.00	0.00	0.00	0.00
202-478.000-784.000	SNOW REMOVAL SUPPLIES		0.00	15,000.00	15,000.00	15,000.00	0.00
202-478.000-818.000	CONTRACTURAL SERVICES		0.00	0.00	0.00	0.00	0.00
202-478.000-910.000	INSURANCES		0.00	0.00	0.00	0.00	0.00
202-478.000-916.000	WORKMANS COMP INS.		0.00	600.00	600.00	600.00	0.00
202-478.000-943.000	EQUIPMENT RENTAL		0.00	10,000.00	10,000.00	10,000.00	0.00
Total Dept 478.000 - WINTER MAINTENANCE			1,442.80	40,669.00	40,669.00	39,226.20	3.55
Dept 482.000 - BOOKKEEPING-ADMINISTRATION							
202-482.000-702.000	SALARIES & WAGES		1,115.02	18,173.00	18,173.00	17,057.98	6.14
202-482.000-714.000	MEDICARE EXPENSE		16.22	264.00	264.00	247.78	6.14
202-482.000-715.000	PAYROLL W/H FICA		69.33	1,127.00	1,127.00	1,057.67	6.15
202-482.000-715.100	PAYROLL W/H RETIREMENT		12.82	144.00	144.00	131.18	8.90
202-482.000-716.000	HOSPITALIZATION		289.04	4,407.00	4,407.00	4,117.96	6.56
202-482.000-717.000	DENTAL INSURANCE		10.73	323.00	323.00	312.27	3.32
202-482.000-718.000	LIFE INSURANCE		2.94	67.00	67.00	64.06	4.39
202-482.000-719.000	VISION		17.30	128.00	128.00	110.70	13.52
202-482.000-727.000	OFFICE SUPPLIES-GEN		0.00	0.00	0.00	0.00	0.00
202-482.000-801.000	PROFESSIONAL SERVICES		0.00	0.00	0.00	0.00	0.00
202-482.000-807.000	AUDIT FEES		0.00	600.00	600.00	600.00	0.00
202-482.000-910.000	INSURANCES		0.00	0.00	0.00	0.00	0.00
202-482.000-916.000	WORKMANS COMP INS.		0.00	600.00	600.00	600.00	0.00
202-482.000-956.000	MISCELLANEOUS		0.00	0.00	0.00	0.00	0.00
Total Dept 482.000 - BOOKKEEPING-ADMINISTRATION			1,533.40	25,833.00	25,833.00	24,299.60	5.94
TOTAL EXPENDITURES			4,637.88	231,223.00	231,223.00	226,585.12	2.01

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2021		2021-22	2021-22	AVAILABLE		% BDT USED
		NORMAL	(ABNORMAL)	AMENDED BUDGET	ORIGINAL BUDGET	NORMAL	(ABNORMAL)	
Fund 202 - MAJOR STREET								
Fund 202 - MAJOR STREET:								
	TOTAL REVENUES	18,524.20		261,200.00	261,200.00		242,675.80	7.09
	TOTAL EXPENDITURES	4,637.88		231,223.00	231,223.00		226,585.12	2.01
	NET OF REVENUES & EXPENDITURES	13,886.32		29,977.00	29,977.00		16,090.68	46.32

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2021-22 ORIGINAL BUDGET	AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 203 - LOCAL STREET							
Revenues							
Dept 000.000							
203-000.000-403.000	CURRENT PROP TAXES	0.00		105,000.00	105,000.00	105,000.00	0.00
203-000.000-405.000	PILOT REVENUES	0.00		2,000.00	2,000.00	2,000.00	0.00
203-000.000-407.000	DELINQUENT PROP TAXES	736.13		12,000.00	12,000.00	11,263.87	6.13
203-000.000-546.000	ACT 51 MONIES	12,600.49		70,000.00	70,000.00	57,399.51	18.00
203-000.000-570.000	Metro Authority Maintenance	0.00		9,000.00	9,000.00	9,000.00	0.00
203-000.000-571.000	OTHER STATE GRANTS	0.00		0.00	0.00	0.00	0.00
203-000.000-573.000	PERSONAL PROPERTY TAX REIMBURSEMENT	3,619.72		0.00	0.00	(3,619.72)	100.00
203-000.000-590.000	TRSNF FROM RESERVES	0.00		125,156.00	125,156.00	125,156.00	0.00
203-000.000-664.000	INTEREST EARNED	0.00		4,000.00	4,000.00	4,000.00	0.00
203-000.000-664.900	INT-PRIME VEST	0.00		0.00	0.00	0.00	0.00
203-000.000-676.000	CONT. FROM OTHER FUNDS	0.00		0.00	0.00	0.00	0.00
203-000.000-677.000	REIMBURSEMENTS	0.00		0.00	0.00	0.00	0.00
203-000.000-695.000	MISC. REVENUES	0.00		0.00	0.00	0.00	0.00
Total Dept 000.000		16,956.34		327,156.00	327,156.00	310,199.66	5.18
TOTAL REVENUES		16,956.34		327,156.00	327,156.00	310,199.66	5.18
Expenditures							
Dept 000.000							
203-000.000-999.000	TRANSFER TO OTHER FUNDS	0.00		0.00	0.00	0.00	0.00
Total Dept 000.000		0.00		0.00	0.00	0.00	0.00
Dept 451.000 - CONSTRUCTION							
203-451.000-702.000	SALARIES & WAGES	0.00		0.00	0.00	0.00	0.00
203-451.000-714.000	MEDICARE EXPENSE	0.00		0.00	0.00	0.00	0.00
203-451.000-715.000	PAYROLL W/H FICA	0.00		0.00	0.00	0.00	0.00
203-451.000-715.100	PAYROLL W/H RETIREMENT	0.00		0.00	0.00	0.00	0.00
203-451.000-716.000	HOSPITALIZATION	(31.18)		0.00	0.00	31.18	100.00
203-451.000-818.000	CONTRACTURAL SERVICES	0.00		170,000.00	170,000.00	170,000.00	0.00
203-451.000-821.000	ENGINEERING SERVICES	0.00		1,000.00	1,000.00	1,000.00	0.00
203-451.000-943.000	EQUIPMENT RENTAL	0.00		0.00	0.00	0.00	0.00
203-451.000-970.000	CAPITAL OUTLAY	0.00		0.00	0.00	0.00	0.00
Total Dept 451.000 - CONSTRUCTION		(31.18)		171,000.00	171,000.00	171,031.18	(0.02)
Dept 463.000 - ROUTINE MAINTENANCE							
203-463.000-702.000	SALARIES & WAGES	1,011.03		60,170.00	60,170.00	59,158.97	1.68
203-463.000-714.000	MEDICARE EXPENSE	15.42		872.00	872.00	856.58	1.77
203-463.000-715.000	PAYROLL W/H FICA	65.95		3,731.00	3,731.00	3,665.05	1.77
203-463.000-715.100	PAYROLL W/H RETIREMENT	53.14		1,244.00	1,244.00	1,190.86	4.27
203-463.000-716.000	HOSPITALIZATION	177.24		4,407.00	4,407.00	4,229.76	4.02
203-463.000-717.000	DENTAL INSURANCE	21.63		320.00	320.00	298.37	6.76
203-463.000-718.000	LIFE INSURANCE	17.28		200.00	200.00	182.72	8.64
203-463.000-719.000	VISION	25.54		127.00	127.00	101.46	20.11
203-463.000-740.000	GEN OPER SUPPLIES	0.00		750.00	750.00	750.00	0.00
203-463.000-782.000	ROAD MAINT. MATERIALS	283.69		5,000.00	5,000.00	4,716.31	5.67
203-463.000-818.000	CONTRACTURAL SERVICES	0.00		0.00	0.00	0.00	0.00
203-463.000-821.000	ENGINEERING SERVICES	0.00		0.00	0.00	0.00	0.00
203-463.000-910.000	INSURANCES	0.00		0.00	0.00	0.00	0.00

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2021-22 ORIGINAL BUDGET	AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		NORMAL	(ABNORMAL)			
Fund 203 - LOCAL STREET						
Expenditures						
203-463.000-916.000	WORKMANS COMP INS.	0.00		1,200.00	1,200.00	0.00
203-463.000-943.000	EQUIPMENT RENTAL	0.00		6,000.00	6,000.00	0.00
203-463.000-945.000	ROUTINE SIDEWALK MAINTENANCE	0.00		2,000.00	2,000.00	0.00
203-463.000-946.000	ALLEY IMPROVEMNTS	0.00		0.00	0.00	0.00
Total Dept 463.000 - ROUTINE MAINTENANCE		1,670.92		86,021.00	86,021.00	1.94
Dept 474.000 - TRAFFIC SERVICES						
203-474.000-702.000	SALARIES & WAGES	38.22		3,109.00	3,109.00	1.23
203-474.000-714.000	MEDICARE EXPENSE	0.55		45.00	45.00	1.22
203-474.000-715.000	PAYROLL W/H FICA	2.37		195.00	195.00	1.22
203-474.000-715.100	PAYROLL W/H RETIREMENT	0.00		0.00	0.00	0.00
203-474.000-716.000	HOSPITALIZATION	0.00		0.00	0.00	0.00
203-474.000-786.000	TRAFFICE CONTROL SUPPLIES	0.00		500.00	500.00	0.00
203-474.000-818.000	CONTRACTURAL SERVICES	0.00		0.00	0.00	0.00
203-474.000-943.000	EQUIPMENT RENTAL	0.00		0.00	0.00	0.00
203-474.000-970.000	CAPITAL OUTLAY	0.00		0.00	0.00	0.00
Total Dept 474.000 - TRAFFIC SERVICES		41.14		3,849.00	3,849.00	1.07
Dept 478.000 - WINTER MAINTENANCE						
203-478.000-702.000	SALARIES & WAGES	1,340.27		13,990.00	13,990.00	9.58
203-478.000-714.000	MEDICARE EXPENSE	19.44		203.00	203.00	9.58
203-478.000-715.000	PAYROLL W/H FICA	83.09		874.00	874.00	9.51
203-478.000-715.100	PAYROLL W/H RETIREMENT	0.00		1,244.00	1,244.00	0.00
203-478.000-716.000	HOSPITALIZATION	0.00		0.00	0.00	0.00
203-478.000-782.000	ROAD MAINT. MATERIALS	0.00		0.00	0.00	0.00
203-478.000-784.000	SNOW REMOVAL SUPPLIES	0.00		15,000.00	15,000.00	0.00
203-478.000-818.000	CONTRACTURAL SERVICES	0.00		0.00	0.00	0.00
203-478.000-910.000	INSURANCES	0.00		0.00	0.00	0.00
203-478.000-916.000	WORKMANS COMP INS.	0.00		0.00	0.00	0.00
203-478.000-943.000	EQUIPMENT RENTAL	0.00		10,000.00	10,000.00	0.00
Total Dept 478.000 - WINTER MAINTENANCE		1,442.80		41,311.00	41,311.00	3.49
Dept 482.000 - BOOKKEEPING-ADMINISTRATION						
203-482.000-702.000	SALARIES & WAGES	1,115.00		0.00	(1,115.00)	100.00
203-482.000-714.000	MEDICARE EXPENSE	16.22		0.00	(16.22)	100.00
203-482.000-715.000	PAYROLL W/H FICA	69.34		18,173.00	18,103.66	0.38
203-482.000-715.100	PAYROLL W/H RETIREMENT	12.80		264.00	251.20	4.85
203-482.000-716.000	HOSPITALIZATION	289.04		1,127.00	837.96	25.65
203-482.000-717.000	DENTAL INSURANCE	10.73		144.00	133.27	7.45
203-482.000-718.000	LIFE INSURANCE	2.94		4,136.00	4,133.06	0.07
203-482.000-719.000	VISION	17.30		336.00	318.70	5.15
203-482.000-727.000	OFFICE SUPPLIES-GEN	0.00		67.00	67.00	0.00
203-482.000-740.000	GEN OPER SUPPLIES	0.00		128.00	128.00	0.00
203-482.000-801.000	PROFESSIONAL SERVICES	0.00		1,200.00	1,200.00	0.00
203-482.000-807.000	AUDIT FEES	0.00		600.00	600.00	0.00
203-482.000-910.000	INSURANCES	0.00		0.00	0.00	0.00
203-482.000-916.000	WORKMANS COMP INS.	0.00		0.00	0.00	0.00
203-482.000-956.000	MISCELLANEOUS	0.00		0.00	0.00	0.00

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2021		2021-22 AMENDED BUDGET	2021-22 ORIGINAL BUDGET	AVAILABLE BALANCE		% BDGT USED	
		NORMAL	(ABNORMAL)			NORMAL	(ABNORMAL)		
Fund 203 - LOCAL STREET									
Expenditures									
	Total Dept 482.000 - BOOKKEEPING-ADMINISTRATION	1,533.37		26,175.00	26,175.00		24,641.63	5.86	
TOTAL EXPENDITURES		<u>4,657.05</u>		<u>328,356.00</u>	<u>328,356.00</u>		<u>323,698.95</u>	<u>1.42</u>	
Fund 203 - LOCAL STREET:									
TOTAL REVENUES		16,956.34		327,156.00	327,156.00		310,199.66	5.18	
TOTAL EXPENDITURES		<u>4,657.05</u>		<u>328,356.00</u>	<u>328,356.00</u>		<u>323,698.95</u>	<u>1.42</u>	
NET OF REVENUES & EXPENDITURES		12,299.29		(1,200.00)	(1,200.00)		(13,499.29)	1,024.94	

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2021-22 ORIGINAL BUDGET	AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 304 - ST IMPROVEMENT-DEBT SERVICE							
Revenues							
Dept 000.000							
304-000.000-403.000	CURRENT PROP TAXES	0.00		0.00		0.00	0.00
304-000.000-405.000	PILOT REVENUES	0.00		0.00		0.00	0.00
304-000.000-407.000	DELINQUENT PROP TAXES	0.00		0.00		0.00	0.00
304-000.000-573.000	PERSONAL PROPERTY TAX REIMBURSEMENT	0.00		0.00		0.00	0.00
304-000.000-590.000	TRSNF FROM RESERVES	0.00		0.00		0.00	0.00
304-000.000-664.000	INTEREST EARNED	0.00		0.00		0.00	0.00
304-000.000-676.000	CONT. FROM OTHER FUNDS	0.00		0.00		0.00	0.00
Total Dept 000.000		0.00		0.00		0.00	0.00
TOTAL REVENUES		0.00		0.00		0.00	0.00
Expenditures							
Dept 000.000							
304-000.000-990.000	PRINCIPAL ON BOND PAYMENTS	0.00		0.00		0.00	0.00
304-000.000-995.000	INTEREST ON BOND PAYMENTS	0.00		0.00		0.00	0.00
304-000.000-996.000	AGENT FEES ON BOND PAYMENTS	0.00		0.00		0.00	0.00
Total Dept 000.000		0.00		0.00		0.00	0.00
TOTAL EXPENDITURES		0.00		0.00		0.00	0.00
Fund 304 - ST IMPROVEMENT-DEBT SERVICE:							
TOTAL REVENUES		0.00		0.00		0.00	0.00
TOTAL EXPENDITURES		0.00		0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		0.00		0.00	0.00

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2021-22 ORIGINAL BUDGET	AVAILABLE		% BGD USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 590 - SEWER FUND							
Revenues							
Dept 000.000							
590-000.000-550.000	SAW GRANT	0.00		0.00		0.00	0.00
590-000.000-590.000	TRSNF FROM RESERVES	0.00	11,856.00	11,856.00		11,856.00	0.00
590-000.000-630.000	NEW SERVICE, TURNON, NON OPER	0.00	0.00	0.00		0.00	0.00
590-000.000-635.000	ECCI FEES	810.88	9,500.00	9,500.00		8,689.12	8.54
590-000.000-655.000	LATE FEES/PENALTIES	724.49	6,000.00	6,000.00		5,275.51	12.07
590-000.000-660.000	SEWER SALES	11,388.80	165,000.00	165,000.00		153,611.20	6.90
590-000.000-660.100	SEWER-READY TO SERVE CHG	17,706.39	205,000.00	205,000.00		187,293.61	8.64
590-000.000-664.000	INTEREST EARNED	0.00	1,000.00	1,000.00		1,000.00	0.00
590-000.000-664.200	INT-SEWER REPLACEMENT	0.00	900.00	900.00		900.00	0.00
590-000.000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00		0.00	0.00
590-000.000-676.000	CONT. FROM OTHER FUNDS	0.00	0.00	0.00		0.00	0.00
590-000.000-677.000	REIMBURSEMENTS	0.00	0.00	0.00		0.00	0.00
590-000.000-690.000	LOAN PROCEEDS	0.00	0.00	0.00		0.00	0.00
590-000.000-695.000	MISC. REVENUES	0.00	0.00	0.00		0.00	0.00
590-000.000-698.000	SALE OF BONDS/STOCKS	0.00	0.00	0.00		0.00	0.00
Total Dept 000.000		30,630.56	399,256.00	399,256.00		368,625.44	7.67
TOTAL REVENUES		30,630.56	399,256.00	399,256.00		368,625.44	7.67
Expenditures							
Dept 000.000							
590-000.000-702.000	SALARIES & WAGES	4,510.25	88,198.00	88,198.00		83,687.75	5.11
590-000.000-714.000	MEDICARE EXPENSE	66.70	1,279.00	1,279.00		1,212.30	5.22
590-000.000-715.000	PAYROLL W/H FICA	285.01	5,468.00	5,468.00		5,182.99	5.21
590-000.000-715.100	PAYROLL W/H RETIREMENT	111.18	2,469.00	2,469.00		2,357.82	4.50
590-000.000-716.000	HOSPITALIZATION	838.52	10,548.00	10,548.00		9,709.48	7.95
590-000.000-717.000	DENTAL INSURANCE	34.25	595.00	595.00		560.75	5.76
590-000.000-718.000	LIFE INSURANCE	20.06	278.00	278.00		257.94	7.22
590-000.000-719.000	VISION	50.80	321.00	321.00		270.20	15.83
590-000.000-727.000	OFFICE SUPPLIES-GEN	0.00	200.00	200.00		200.00	0.00
590-000.000-740.000	GEN OPER SUPPLIES	0.00	4,000.00	4,000.00		4,000.00	0.00
590-000.000-741.000	OP SUP SEWER GENERAL	0.00	10,000.00	10,000.00		10,000.00	0.00
590-000.000-752.000	SAW GRANT EXPENSE	0.00	0.00	0.00		0.00	0.00
590-000.000-776.100	REP/MAINT SUP S MAINS/INTER	0.00	500.00	500.00		500.00	0.00
590-000.000-776.200	REP/MAINT SUP S CUST SERVICE	0.00	1,000.00	1,000.00		1,000.00	0.00
590-000.000-776.300	REP/MAINT SUP S LIFT STATIONS	0.00	1,500.00	1,500.00		1,500.00	0.00
590-000.000-776.400	REP/MAINT SUP S LAGOONS	0.00	1,500.00	1,500.00		1,500.00	0.00
590-000.000-801.000	PROFESSIONAL SERVICES	0.00	1,000.00	1,000.00		1,000.00	0.00
590-000.000-807.000	AUDIT FEES	0.00	1,000.00	1,000.00		1,000.00	0.00
590-000.000-807.500	PERMIT FEES	0.00	1,800.00	1,800.00		1,800.00	0.00
590-000.000-818.200	CONTRACTED SERVICES SEWER	680.00	3,650.00	3,650.00		2,970.00	18.63
590-000.000-818.400	CONTRACT SER SEWER ECCI	0.00	0.00	0.00		0.00	0.00
590-000.000-821.200	ENGINEERING SERVICES SEWER	0.00	30,000.00	30,000.00		30,000.00	0.00
590-000.000-851.000	COMMUNICATIONS PHONE	0.00	1,200.00	1,200.00		1,200.00	0.00
590-000.000-851.100	COMMUNICATIONS IPAD	0.00	0.00	0.00		0.00	0.00
590-000.000-858.000	MEMBERSHIPS & DUES	0.00	0.00	0.00		0.00	0.00
590-000.000-860.000	MILEAGE & MEALS	0.00	250.00	250.00		250.00	0.00
590-000.000-864.000	CONFERENCES & WORKSHOPS	0.00	1,000.00	1,000.00		1,000.00	0.00
590-000.000-900.000	PRINTING - PUBLISHINGS	0.00	0.00	0.00		0.00	0.00
590-000.000-910.000	INSURANCES	0.00	400.00	400.00		400.00	0.00
590-000.000-916.000	WORKMANS COMP INS.	0.00	2,400.00	2,400.00		2,400.00	0.00
590-000.000-920.100	UTILITIES WWTP	0.00	50,000.00	50,000.00		50,000.00	0.00

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2021-22 ORIGINAL BUDGET	AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 590 - SEWER FUND							
Expenditures							
590-000.000-920.200	SEWER LIFT PUMPS	0.00		6,000.00		6,000.00	0.00
590-000.000-940.000	BUILDING RENTAL	0.00		3,600.00		3,600.00	0.00
590-000.000-943.200	EQUIP RENTAL SEWER	0.00		10,000.00		10,000.00	0.00
590-000.000-956.000	MISCELLANEOUS	0.00		0.00		0.00	0.00
590-000.000-956.100	ACH File Direct Payment	0.00		0.00		0.00	0.00
590-000.000-957.100	BAD DEBT EXPENSE	0.00		0.00		0.00	0.00
590-000.000-968.000	DEPRECIATION EXPENSE	0.00		0.00		0.00	0.00
590-000.000-969.000	BOND ISSUE AMORTIZATION	0.00		0.00		0.00	0.00
590-000.000-971.000	CAP OUTLAY-LSCA MONIES	0.00		0.00		0.00	0.00
590-000.000-971.100	CAPITOL OUTLAY-LAND	0.00		0.00		0.00	0.00
590-000.000-972.000	CAP OUT-COMPUTERS	0.00		0.00		0.00	0.00
590-000.000-977.000	EQUIPMENT PURCHASES	0.00		0.00		0.00	0.00
590-000.000-990.000	PRINCIPAL ON BOND PAYMENTS	0.00		50,000.00		50,000.00	0.00
590-000.000-995.000	INTEREST ON BOND PAYMENTS	0.00		110,000.00		110,000.00	0.00
590-000.000-995.100	INTEREST EXPENSE	0.00		0.00		0.00	0.00
590-000.000-996.000	AGENT FEES ON BOND PAYMENTS	0.00		0.00		0.00	0.00
590-000.000-999.000	TRANSFER TO OTHER FUNDS	0.00		0.00		0.00	0.00
590-000.000-999.100	Loan Payment to Motor Pool	0.00		0.00		0.00	0.00
Total Dept 000.000		6,596.77		400,156.00		400,156.00	1.65
Dept 537.000 - WASTEWATER TREATMENT PROGRAM							
590-537.000-801.000	PROFESSIONAL SERVICES	0.00		0.00		0.00	0.00
590-537.000-807.000	AUDIT FEES	0.00		0.00		0.00	0.00
590-537.000-807.500	PERMIT FEES	0.00		0.00		0.00	0.00
590-537.000-818.200	CONTRACTED SERVICES SEWER	0.00		0.00		0.00	0.00
590-537.000-821.200	ENGINEERING SERVICES SEWER	0.00		0.00		0.00	0.00
590-537.000-977.000	EQUIPMENT PURCHASES	0.00		0.00		0.00	0.00
Total Dept 537.000 - WASTEWATER TREATMENT PROGRAM		0.00		0.00		0.00	0.00
TOTAL EXPENDITURES		6,596.77		400,156.00		400,156.00	1.65
Fund 590 - SEWER FUND:							
TOTAL REVENUES		30,630.56		399,256.00		399,256.00	7.67
TOTAL EXPENDITURES		6,596.77		400,156.00		393,559.23	1.65
NET OF REVENUES & EXPENDITURES		24,033.79		(900.00)		(24,933.79)	2,670.42

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2021-22 ORIGINAL BUDGET	AVAILABLE		% BGD USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 591 - WATER FUND							
Expenditures							
591-000.000-910.000	INSURANCES	0.00		1,500.00	1,500.00	1,500.00	0.00
591-000.000-916.000	WORKMANS COMP INS.	0.00		4,000.00	4,000.00	4,000.00	0.00
591-000.000-920.100	WATER PUMPING	0.00		25,000.00	25,000.00	25,000.00	0.00
591-000.000-940.000	BUILDING RENTAL	0.00		8,400.00	8,400.00	8,400.00	0.00
591-000.000-943.100	EQUIP RENTAL WATER	0.00		15,000.00	15,000.00	15,000.00	0.00
591-000.000-956.000	MISCELLENEOUS	0.00		0.00	0.00	0.00	0.00
591-000.000-956.100	ACH File Direct Payment	0.00		0.00	0.00	0.00	0.00
591-000.000-957.100	BAD DEBT EXPENSE	0.00		0.00	0.00	0.00	0.00
591-000.000-968.000	DEPRECIATION EXPENSE	0.00		0.00	0.00	0.00	0.00
591-000.000-969.000	BOND ISSUE AMORTIZATION	0.00		0.00	0.00	0.00	0.00
591-000.000-970.100	CAPITAL IMPROVE WATER	0.00		0.00	0.00	0.00	0.00
591-000.000-970.200	Meter Replacement	0.00		11,000.00	11,000.00	11,000.00	0.00
591-000.000-977.000	EQUIPMENT PURCHASES	0.00		0.00	0.00	0.00	0.00
591-000.000-982.000	WHPP	0.00		0.00	0.00	0.00	0.00
591-000.000-990.000	PRINCIPAL ON BOND PAYMENTS	0.00		85,000.00	85,000.00	85,000.00	0.00
591-000.000-995.000	INTEREST ON BOND PAYMENTS	0.00		4,750.00	4,750.00	4,750.00	0.00
591-000.000-995.100	INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00
591-000.000-996.000	AGENT FEES ON BOND PAYMENTS	0.00		0.00	0.00	0.00	0.00
591-000.000-999.000	TRANSFER TO OTHER FUNDS	0.00		0.00	0.00	0.00	0.00
Total Dept 000.000		7,312.10		307,403.00	307,403.00	300,090.90	2.38
TOTAL EXPENDITURES		7,312.10		307,403.00	307,403.00	300,090.90	2.38
Fund 591 - WATER FUND:							
TOTAL REVENUES		23,302.82		316,436.00	316,436.00	293,133.18	7.36
TOTAL EXPENDITURES		7,312.10		307,403.00	307,403.00	300,090.90	2.38
NET OF REVENUES & EXPENDITURES		15,990.72		9,033.00	9,033.00	(6,957.72)	177.03

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2021-22 ORIGINAL BUDGET	AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 661 - EQUIPMENT POOL FUND							
Revenues							
Dept 000.000							
661-000.000-590.000	TRSNF FROM RESERVES	0.00	52,596.00	52,596.00	52,596.00	0.00	0.00
661-000.000-664.000	INTEREST EARNED	0.00	2,500.00	2,500.00	2,500.00	0.00	0.00
661-000.000-664.100	INT EARNED -EQ POOL REPLACE	0.00	0.00	0.00	0.00	0.00	0.00
661-000.000-664.900	INT-PRIME VEST	0.00	0.00	0.00	0.00	0.00	0.00
661-000.000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0.00
661-000.000-677.000	REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
661-000.000-679.100	REIMB FROM: MAJOR STREETS	0.00	16,500.00	16,500.00	16,500.00	0.00	0.00
661-000.000-679.200	REIMB FROM: LOCAL STREETS	0.00	16,500.00	16,500.00	16,500.00	0.00	0.00
661-000.000-679.300	REIMB FROM: WATER	0.00	15,000.00	15,000.00	15,000.00	0.00	0.00
661-000.000-679.400	REIMB FROM: SEWER	0.00	10,000.00	10,000.00	10,000.00	0.00	0.00
661-000.000-679.500	REIMB FROM: GENERAL	0.00	47,000.00	47,000.00	47,000.00	0.00	0.00
661-000.000-680.000	REIMB FROM: WATER LOAN	0.00	0.00	0.00	0.00	0.00	0.00
661-000.000-680.100	REIM FROM:SEWER LOAN	0.00	0.00	0.00	0.00	0.00	0.00
661-000.000-695.000	MISC. REVENUES	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000.000		0.00	160,096.00	160,096.00	160,096.00	0.00	0.00
TOTAL REVENUES		0.00	160,096.00	160,096.00	160,096.00	0.00	0.00
Expenditures							
Dept 000.000							
661-000.000-702.000	SALARIES & WAGES	1,235.97	19,248.00	19,248.00	18,012.03	6.42	
661-000.000-714.000	MEDICARE EXPENSE	18.17	373.00	373.00	354.83	4.87	
661-000.000-715.000	PAYROLL W/H FICA	77.70	1,193.00	1,193.00	1,115.30	6.51	
661-000.000-715.100	PAYROLL W/H RETIREMENT	18.42	593.00	593.00	574.58	3.11	
661-000.000-716.000	HOSPITALIZATION	161.05	2,422.00	2,422.00	2,260.95	6.65	
661-000.000-717.000	DENTAL INSURANCE	5.91	152.00	152.00	146.09	3.89	
661-000.000-718.000	LIFE INSURANCE	5.19	67.00	67.00	61.81	7.75	
661-000.000-719.000	VISION	12.70	73.00	73.00	60.30	17.40	
661-000.000-727.000	OFFICE SUPPLIES-GEN	0.00	0.00	0.00	0.00	0.00	
661-000.000-740.000	GEN OPER SUPPLIES	0.00	650.00	650.00	650.00	0.00	
661-000.000-740.100	OPER SUP - VEHICLES	0.00	0.00	0.00	0.00	0.00	
661-000.000-740.200	OPER SUP - OTHER EQUIP	0.00	100.00	100.00	100.00	0.00	
661-000.000-751.000	GASOLINE-OIL	0.00	22,000.00	22,000.00	22,000.00	0.00	
661-000.000-775.000	REPAIR/MAINT SUPPLIES	0.00	2,000.00	2,000.00	2,000.00	0.00	
661-000.000-775.100	REPAIR/MAINT SUP-VEHICLES	0.00	1,000.00	1,000.00	1,000.00	0.00	
661-000.000-775.200	REPAIR/MAINT SUP-OTHER EQUIP	0.00	6,500.00	6,500.00	6,500.00	0.00	
661-000.000-775.300	REPAIR/MAINT SUP-POLICE CRUISER	0.00	500.00	500.00	500.00	0.00	
661-000.000-775.400	REPAIR/MAINT SUP-WINTER VEHICLES	0.00	1,000.00	1,000.00	1,000.00	0.00	
661-000.000-801.000	PROFESSIONAL SERVICES	0.00	225.00	225.00	225.00	0.00	
661-000.000-807.000	AUDIT FEES	0.00	1,500.00	1,500.00	1,500.00	0.00	
661-000.000-850.000	COMMUNICATIONS - RADIO	0.00	0.00	0.00	0.00	0.00	
661-000.000-851.000	COMMUNICATIONS PHONE	0.00	0.00	0.00	0.00	0.00	
661-000.000-860.000	MILEAGE & MEALS	0.00	0.00	0.00	0.00	0.00	
661-000.000-864.000	CONFERENCES & WORKSHOPS	0.00	0.00	0.00	0.00	0.00	
661-000.000-900.000	PRINTING - PUBLISHINGS	0.00	0.00	0.00	0.00	0.00	
661-000.000-910.000	INSURANCES	0.00	10,000.00	10,000.00	10,000.00	0.00	
661-000.000-916.000	WORKMANS COMP INS.	0.00	1,500.00	1,500.00	1,500.00	0.00	
661-000.000-930.000	CONTRACTED REPAIRS/MAINT	0.00	2,000.00	2,000.00	2,000.00	0.00	
661-000.000-930.100	CONTRACT. REP/MAIN-OTHER EQUIP	0.00	3,000.00	3,000.00	3,000.00	0.00	
661-000.000-930.200	CONTRACT. REP/MAIN-POLICE CRUISER	660.29	2,000.00	2,000.00	1,339.71	33.01	
661-000.000-940.000	BUILDING RENTAL	0.00	12,000.00	12,000.00	12,000.00	0.00	
661-000.000-943.000	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	

PERIOD ENDING 03/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE 03/31/2021		2021-22 AMENDED BUDGET	2021-22 ORIGINAL BUDGET	AVAILABLE BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)			NORMAL	(ABNORMAL)	
Fund 661 - EQUIPMENT POOL FUND								
Expenditures								
661-000.000-956.000	MISCELLANEOUS	0.00		0.00	0.00		0.00	0.00
661-000.000-968.000	DEPRECIATION EXPENSE	0.00		0.00	0.00		0.00	0.00
661-000.000-976.400	SHOP IMPROVEMENT	0.00		0.00	0.00		0.00	0.00
661-000.000-977.000	EQUIPMENT PURCHASES	0.00		70,000.00	70,000.00		70,000.00	0.00
661-000.000-980.000	LOSS ON SALE	0.00		0.00	0.00		0.00	0.00
661-000.000-999.000	TRANSFER TO OTHER FUNDS	0.00		0.00	0.00		0.00	0.00
Total Dept 000.000		2,195.40		160,096.00	160,096.00		157,900.60	1.37
TOTAL EXPENDITURES		2,195.40		160,096.00	160,096.00		157,900.60	1.37
Fund 661 - EQUIPMENT POOL FUND:								
TOTAL REVENUES		0.00		160,096.00	160,096.00		160,096.00	0.00
TOTAL EXPENDITURES		2,195.40		160,096.00	160,096.00		157,900.60	1.37
NET OF REVENUES & EXPENDITURES		(2,195.40)		0.00	0.00		2,195.40	100.00
TOTAL REVENUES - ALL FUNDS		102,272.34		2,194,054.00	2,194,054.00		2,091,781.66	4.66
TOTAL EXPENDITURES - ALL FUNDS		55,118.52		2,152,144.00	2,152,144.00		2,097,025.48	2.56
NET OF REVENUES & EXPENDITURES		47,153.82		41,910.00	41,910.00		(5,243.82)	112.51

CASH SUMMARY BY ACCOUNT FOR VILLAGE OF SHELBY
 FROM 03/01/2021 TO 03/31/2021
 FUND: 101 103 202 203 304 590 591 661 701
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 03/01/2021	Total Debits	Total Credits	Ending Balance 03/31/2021
Fund 101	GENERAL FUND				
001.000	CASH - CHECKING	196.12	55,762.08	55,658.20	300.00
002.000	CASH INVESTMENT POOL	223,951.55	27,442.10	55,762.08	195,631.57
009.000	INVESTMENT SSB CD 200090743	0.00	0.00	0.00	0.00
010.000	ESCROW	0.00	0.00	0.00	0.00
	GENERAL FUND	224,147.67	83,204.18	111,420.28	195,931.57
Fund 103	GENERAL INVESTMENT FUND				
001.000	CASH - CHECKING	0.00	0.00	0.00	0.00
002.000	CASH INVESTMENT POOL	338,641.83	0.00	0.00	338,641.83
009.000	SSB CD 200090743 5-YR 2020	0.00	0.00	0.00	0.00
	GENERAL INVESTMENT FUND	338,641.83	0.00	0.00	338,641.83
Fund 202	MAJOR STREET				
001.000	CASH - CHECKING	0.00	6,491.07	6,491.07	0.00
002.000	CASH INVESTMENT POOL	678,469.99	29,533.99	6,491.07	701,512.91
002.400	MAJOR ST FUND SAVINGS	0.00	0.00	0.00	0.00
009.000	PRIME INVESTMENTS SSB	0.00	0.00	0.00	0.00
	MAJOR STREET	678,469.99	36,025.06	12,982.14	701,512.91
Fund 203	LOCAL STREET				
001.000	CASH - CHECKING	0.00	6,782.77	6,782.77	0.00
002.000	CASH INVESTMENT POOL	983,337.80	18,724.19	6,782.77	995,279.22
009.000	SSB CD 200090743 5-YR 2020	0.00	0.00	0.00	0.00
	LOCAL STREET	983,337.80	25,506.96	13,565.54	995,279.22
Fund 304	ST IMPROVEMENT-DEBT SERVICE				
001.000	CASH - CHECKING	0.00	0.00	0.00	0.00
002.000	CASH INVESTMENT POOL	0.00	0.00	0.00	0.00
	ST IMPROVEMENT-DEBT SERVICE	0.00	0.00	0.00	0.00
Fund 590	SEWER FUND				
001.000	CASH - CHECKING	(89.25)	15,336.95	15,247.70	0.00
002.000	CASH INVESTMENT POOL	(69,940.35)	39,776.65	15,681.36	(45,845.06)
002.200	REPLACE FUND-CASH INVESTMENT	552,273.97	0.00	0.00	552,273.97
005.100	WWTP BONDS CASH RESERVE	163,197.87	0.00	0.00	163,197.87
005.120	WWTP REDEMPTION BONDS & INT	126,763.57	0.00	0.00	126,763.57
009.000	SSB CD 200090743 5-YR 2020	0.00	0.00	0.00	0.00
	SEWER FUND	772,205.81	55,113.60	30,929.06	796,390.35
Fund 591	WATER FUND				
001.000	CASH - CHECKING	(89.26)	14,691.79	14,602.53	0.00
002.000	CASH INVESTMENT POOL	228,162.20	29,456.90	15,201.80	242,417.30
002.110	CASH RESERVES DWRFB BONDS	57,432.82	0.00	0.00	57,432.82
002.120	REDEMPTION-BONDS & INT W/2002	124,633.66	0.00	0.00	124,633.66
002.200	REPLACE FUND-CASH INVESTMENT	370.30	0.00	0.00	370.30
009.000	SSB CD 200090743 5-YR 2020	0.00	0.00	0.00	0.00
	WATER FUND	410,509.72	44,148.69	29,804.33	424,854.08
Fund 661	EQUIPMENT POOL FUND				
001.000	CASH - CHECKING	0.00	4,169.86	4,169.86	0.00
002.000	CASH INVESTMENT POOL	431,560.14	1,242.22	4,169.86	428,632.50
002.300	SAVINGS-EQUIP POOL REPLACEMENT	0.00	0.00	0.00	0.00
009.000	SSB CD 200090743 5-YR 2020	0.00	0.00	0.00	0.00

CASH SUMMARY BY ACCOUNT FOR VILLAGE OF SHELBY
 FROM 03/01/2021 TO 03/31/2021
 FUND: 101 103 202 203 304 590 591 661 701
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 03/01/2021	Total Debits	Total Credits	Ending Balance 03/31/2021
	EQUIPMENT POOL FUND	431,560.14	5,412.08	8,339.72	428,632.50
Fund 701	TRUST & AGENCY FUND				
001.000	CASH - CHECKING	3,720.03	15,001.64	14,689.46	4,032.21
002.000	CASH INVESTMENT POOL	(3,697.27)	0.00	312.18	(4,009.45)
	TRUST & AGENCY FUND	<u>22.76</u>	<u>15,001.64</u>	<u>15,001.64</u>	<u>22.76</u>
	TOTAL - ALL FUNDS	<u>3,838,895.72</u>	<u>264,412.21</u>	<u>222,042.71</u>	<u>3,881,265.22</u>