



VILLAGE COUNCIL PACKET

MONDAY, June 28, 2021

Prepared by:

Crystal Budde, Village Clerk

Brady Selner, Village Administrator

MEETING AGENDA

Village Council of the Village of Shelby
Monday, June 28, 2021
Regular Council Meeting – 6:30 P.M.



This meeting will be in-person at the Shelby Village Hall
(218 N. Michigan Ave., 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, June 14, 2021 **AR**
5. Additions to Agenda
6. President's Report
7. Village Administrator's Report
8. Department Heads' Report
9. Correspondence:
10. Public Hearing:
 - a) 2021 Village of Shelby Tax Millage Rate (6:45pm)
 - b) EGLE DWSRF Project Plan Public Hearing (7:00pm)
11. Public Participation (Go to Shelbyvillage.com/council for instructions):
12. Old Business:
13. New Business:
 - a) 2021 Village of Shelby Tax Millage Rate **AR**
 - b) Priority Health Insurance Renewal **AR**
 - c) DPW Supervisor Position **AR**
 - d) Section 3.19 Zoning Ordinance Text Amendment **AR**
 - e) Village Council Bylaws **AR**
 - f) Village Administrator Review **AR**
14. 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: Vacant
- 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: Vacant, Co-Chair: Dan Zaverl

15. Payment of Bills: June 28, 2021

16. Adjournment:

AR-Action Requested
D-Discussion Item

NEXT MEETING: **July 12, 2021**
NEXT RESOLUTION: 44-21
NEXT PROCLAMATION: 01-21
NEXT ORDINANCE: 02-21

**VILLAGE OF SHELBY
REGULAR COUNCIL MEETING OF June 14, 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 6:30 P.M. by President Pro Tem Bill Harris.

2. ROLL CALL:

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

Absent: Paul Inglis

Staff present: Village Administrator Brady Selner, Village Clerk/Treasurer Crystal Budde, Interim DPW Supervisor Jeremiah Helenhouse, CEDAM Fellow Emily Stuhldreher and Police Chief Steve Waltz.

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

4. MINUTES:

a.) May 24, 2021

Steve Crothers moved to approve the minutes of the Regular Council Meeting of May 24, 2021 as corrected.

Seconded by: Damian Omness.

Voice Vote: All in favor.

Motion Carried.

Absent: Paul Inglis.

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

6. PRESIDENT'S REPORT:

President Pro Tem Bill Harris read a letter of resignation from Council Trustee Robert Glover. Mr. Glover is resigning from his role as Trustee effective immediately.

7. ADMINISTRATOR'S REPORT:

VA Selner reported that the Village of Shelby has received its Priority Health Policy Renewal documents from Lenz-Balder Insurance and the Finance and Insurance Committee has reviewed the options. Village Council will consider the policy renewal at the July 12, 2021 Council Meeting.

The Village has been awarded the Technical Assistance grant for the Village's Zoning Ordinance rewrite through the MEDC.

There will be a Public Hearing to hear comments on the EGLE DWSRF Project Plan, prepared by Fleis & VandenBrink, at the June 28, 2021 Council meeting. A copy of the draft Project Plan is available at the Village Hall if any Council member or resident would like to review it.

The CDBG Water Related Infrastructure grant has been Submitted. The Village will be notified of WRI Funding Round results not later than June 15, 2021.

8. DEPARTMENT HEADS' REPORTS:

Chief Waltz reported that Officer Joe Von Drak completed a three-day Survival Spanish class at Ludington Police Department. This training opportunity was at no cost to the Village. Officer Von Drak reported to Chief Waltz that this was a very beneficial class that will help him to serve the community more efficiently.

Almost all of the blight complaints that the Police Department has encountered so far have been resolved. The property at 552 Fowler Street that burned in 2018 is finally being cleaned up and appears to be about 80% complete. This should be totally cleaned up within two weeks.

This shipping container at 285 Session Road has been removed. The Police Department is still working on a few properties with respect to Blight and Ordinance violations; but overall, Chief Waltz is happy with the progress.

Interim DPW Supervisor Jeremiah Helenhouse had nothing to report.

9. CORRESPONDENCE:

a.) Oceana County Planning Commission

The Oceana County Planning Commission is in the process of reviewing, updating and/or adjusting their Master Plan during the 2022 calendar year. The County Planning Commission is seeking input, suggestions, comments, and, ideas from Townships, Cities, and Villages within Oceana County on how they might change or alter Oceana's Master Plan. They are also exploring the idea of possibly creating a County Master Plan that incorporates the plans of other interested municipalities within Oceana County. The County is seeking feedback from local municipalities by August 15, 2021. VA Selner plans to speak with the Planning Commission for input and will bring this item back to the full Council for discussion.

10. CITIZEN PARTICIPATION: No Citizen Participation

11. OLD BUSINESS: No Old Business.

12. NEW BUSINESS:

a. Public Hearing for 2021 Tax Millage Rates

Council recently set the Public Hearing for the 2021 Tax Millage Rates for June 14, 2021. However, the notice for the Oceana's Herald-Journal was not sent before the publication deadline. The Public Hearing will need to be set for Monday, June 28, 2021 at 6:45 P.M. The Village of Shelby is required to conduct a Public Hearing in order to adopt its allowable Tax Millage for the 2021 tax year.

Dan Zaverl moved to set a Public Hearing to receive comments regarding the 2021 Tax Millage Rates for Monday, June 28, 2021 at 6:45 P.M. at the Shelby Village Hall, 218 N. Michigan Ave., Shelby, Michigan 49455.

Seconded by: Steve Crothers.

Voice Vote: All in favor.

Motion Carried.

Absent: Paul Inglis.

b.) First Quarter Budget Status and Amendments

The Village is three months into Fiscal Year 2021/2022. The following information provides a status update and necessary budget amendments for the Village's current fiscal year. This information will be provided to the Finance and Insurance Committee and Village Council on a quarterly basis. The objective of the practice is to ensure the Village remains within budget and to adjust the budget if necessary.

Some of the major budget items to note for the first quarter include:

1. Revenue increase in the Sewer and Water Funds from connection fees and Right-Of-Way permits from the Shelby Trails development.
2. Revenue increases in General Fund from the sale of the DPW Truck number 2 and Police Cruiser.
3. Amendment to the Getty Park expense (and General Funds Reserve Transfer) due to the delay in the Project Agreement.
4. Amendment to Local Streets Contractual Services (and Local Streets Fund Reserve Transfer) due to delaying the MDOT Category B Grant until next Fiscal Year.

The Sewer Fund requires additional amendments; however, VA Selner is waiting until the second quarter to make the changes to review the 2020/2021 audit and to determine if the Village receives the CDBG WRI grant. The Finance and Insurance Committee has reviewed the amendments and are recommending approval.

Steve Crothers moved to approve Resolution 35-21. (See attached)

Seconded by: Damian Omness.

Roll Call Vote:

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

Motion Carried 5-0.

Absent: Paul Inglis.

c.) Ladder Community Center Request

The Ladder Community Center would like to host a Christian Concert on Saturday, July 17, 2021. They are seeking permission for the use of Memorial Park and the electricity from 5:00 P.M. to 8:30 P.M. They are also asking for permission to close Maple Street between State Street and Third Street during the hours of 5:00 P.M. and 8:30 P.M. The Ladder will be providing a community picnic serving hot dogs, chips, cookies, and drinks. This will be the Ladder's fifth anniversary celebration as a thank you to the community for the support they have received over the past five years.

Steve Crothers moved to allow the Ladder Community Center the use of Memorial Park; the electricity; and, to close Maple Street between State Street and Third Street during the hours of 5:00 P.M. and 8:30 P.M. on Saturday, July 17, 2021.

Seconded by: Dan Zaverl.

Voice Vote: All in favor.

Motion Carried.

Absent: Paul Inglis.

d.) Acceptance of Robert Glover Resignation

Dan Zaverl moved to accept the resignation of Council Trustee Robert Glover.

Seconded by: John Sutton.

Voice Vote: All in favor.

Motion Carried.

Absent: Paul Inglis.

13. COMMITTEE REPORTS:

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

The Planning Commission will meet on Tuesday, June 15, 2021 at 6:30 P.M. A Public Hearing will be held for a text amendment for the removal of the demolition zoning permit requirements.

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

Nothing to report.

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

Committee Chair Dan Zaverl asked Interim DPW Supervisor Jeremiah Helenhouse when the school lights would be shut down and if the DPW could repaint the parking lines on Michigan Avenue. Mr. Helenhouse responded that the school lights would be shut off and that that DPW planned to work on the parking lines this week.

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

The Parks, Recreation and Buildings Committee met on June 1, 2021. A Pocket Park design was approved; play structure ideas discussed; gift catalog discussed; the need for repairs to the DPW bathroom was discussed; and, a walk through with the DPW at Getty Field to note any needed repairs should be conducted.

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 approved the payment of the bills in the amount of \$58,137.45. Seconded by: John Sutton.

Roll Call Vote:
Ayes: Crothers, Sutton, Zaverl, Omness, and Harris.
Motion Carried 5-0.
Absent: Paul Inglis.

15. ADJOURNMENT: Dan Zaverl moved to adjourn the meeting at 7:14 P.M. Seconded by: Damian Omness.

Voice Vote: All in favor.
Motion Carried.
Absent: Paul Inglis.

Council minutes are not official until approved at the June 28, 2021 Council meeting.

Approved



Date: June 25, 2021

To: Paul Inglis, Village President
Village Council Members

From: Brady Selner, Village Administrator

Subject: Administrator's Report for the June 28, 2021, Council Meeting

CDBG Water Related Infrastructure Grant: The MEDC moved the notification of WRI Funding Round results to no later than July 2, 2021.

Oceana County Brownfield Redevelopment Authority: The Oceana County Board held the public hearing Thursday, June 10, to hear comments on the establishment of the countywide Brownfield Redevelopment Authority (BRA). The County Board decided to postpone a decision to allow for further discussion and education for those who are interested.

Establishment of a DDA: We are beginning to investigate the feasibility of forming a Village of Shelby DDA. A meeting was scheduled for Friday with individuals involved with the Baldwin DDA to learn about the positives and negatives of forming a DDA in a small village. I will keep Village Council informed on the progress.

Village of Shelby's Asset Management Program (AMP): The Village of Shelby's AMP, developed with the help of Mike Engels of MRWA, has been reviewed and finalized by EGLE. EGLE determined that the content adequately addressed the current requirements outlined in PA 399 Safe Drinking Water Act of 1976.

Strategic Planning Session: I had a meeting with Gregg Guetschow, retired Charlotte City Manager, on Friday to discuss an opportunity for him to conduct a goal setting/strategic planning session with Village Council sometime in August. He is looking for a few communities to test his narrative-based approach to planning and goal setting. This year's session would be at no charge so he can determine what works best for the process. The objective of this session would be to set priorities for the upcoming budget and to discuss how to spend the ARP funding.

PROTEC

The Michigan Coalition to Protect Public Rights-of-Way

www.protec-mi.org

June 9, 2021

Brady D. Selner
Village Administrator, Shelby
218 N. Michigan Ave.
Shelby MI 49455

Dear Municipal Manager, Mayor/President, Finance Director and Attorney:

PROTEC CELEBRATES OUR 25th ANNIVERSARY



THANKS TO YOU!

For 25 years, PROTEC has diligently worked on behalf of local community governments across Michigan to address a variety of rights-of-way issues facing our state, as detailed in PROTEC's 2020/2021 **Annual Report**, available online at www.protec-mi.org.

PROTEC AND THE PANDEMIC

Just when we thought previous years, including unprecedented FCC activity in 2018 and 2019, could not be outdone in terms of challenges to local governance of our own public Rights-of-Way and other public places, 2020 exploded onto the scene with the **Pandemic**. In response, PROTEC has dug in and intensified its efforts and assisted in the many issues arising as a result. Our efforts have included:

- **PROTEC TRACKS COVID ERA FEDERAL RESCUE AID:** PROTEC has been tracking, analyzing and summarizing the various federal aid packages passed and being considered by Congress earmarked for Local Communities and BB in particular. We offer group or individualized special assistance to

seek and obtain these funds and which require navigating the FCC, NTIA and Treasury Regulations still being finalized. (Individualized assist may require special retention) See our working summary of these Congressional funds on our website here: <https://www.protec-mi.org/resources.php>

- **PROTEC challenged the Wireless Industry's demands for "priority" during the Pandemic and the Wireless Industry retreated.** PROTEC led several Michigan communities as well as MML and MTA and then was followed by other cities from around the Country, in comments filed at the FCC objecting to the wireless industry request that "notwithstanding" the current **PANDEMIC**, communities must "**prioritize**" cellular applications.

A copy of our Comments letter can be found on the PROTEC Website and FCC website here:

<https://www.fcc.gov/ecfs/filing/10417481429278>

- **Industry back pedals:** In response to our filing, former FCC commissioner and current President of the Wireless Association (WIA), Jonathan Adelstein told the press "*I think we need to cut them [local communities] a lot of slack right now at a time when they are dealing with a myriad of issues that are unprecedented and of higher urgency*".
 - Telecommunications Reports April 27, 2020
- **PROTEC** also assisted on various Rights-of-Way issues that arose under multiple PANDEMIC orders including virtual meeting compliance with **OMA**, **Miss Dig** related obligations, **Cyber Security** pandemic issues and clarifying **Homeland Security Guidance** statements on critical operations as subject to state and local administration and enforcement.

PROTEC AND THOSE “*not very*” SMALL CELLS

- **PROTEC fought the Michigan small cell bills singlehandedly. Everyone knows that. Now, PROTEC is also the principal source of informed assistance** to members and supporters across Michigan on Small Cell issues. (We refer to them as ROW Cell Towers)
 - **PROTEC drafts and updates small cell ordinance, application, permit and policies** following passage of PA 395. See copies on our website. <https://www.protec-mi.org/resources.php>
- **PROTEC APPEALS FCC:** PROTEC and several Michigan communities, as well as MML and MTA, joined hundreds of other local governments and associations from around the country and **appealed** several FCC Orders affecting public rights-of-way including Small Cells expansion, Macro Cell Tower Expansion, Over the Air Reception Device (OTARD) expansion and Cable Franchise Fee reductions.
- **PROTEC WINS!! - in partnership with our allies on Aesthetics concerns regarding Small Cells at the US 9th Cir Ct of Appeals!!**
- **PROTEC is closely watching Appeals of State Small Cell laws in Ohio, Texas and Florida** as we continue to await the opportunity to lead a challenge of the Michigan Small Cell laws. **Our WIN at the US 9th Cir does not directly affect our State statute.** We must address that in our courts or legislature, in order to take full advantage of the 9th Cir win.
- **PROTEC Presents to the Governor’s Broadband (BB) Taskforce.** COVID has made it clear that the state of our BB is poor at best. PROTEC has been a big supporter of Municipal BB by assisting virtually every Michigan community that has or is currently building, or considering building their own networks over the last ten years. We are pleased to have been provided the opportunity to address the taskforce on the needs of municipalities to accomplish these projects. **BUT: There are no Municipal interests permanently assigned to that Taskforce!** Please let the Governor’s Office know that PROTEC as the municipal telecom and BB experts, should be included.

- **PROTEC is researching a possible lawsuit against NETFLIX and other “over the top video providers, for avoiding Video Service (Cable) Franchise and PEG Fees.** Let us know if your community is interested in joining this effort. Legal fees are contingent. No hourly fee.
- **PROTEC** assists federal municipal lobbyists in drafting **Congressional Bills** seeking to undo FCC Orders slashing **Cable Franchise revenues.**
- **PROTEC is addressing aging and hazardous gas and liquid pipelines** by filing and monitoring comments at the US Department of Transportation Pipeline and Hazardous Materials Safety Administration (PHMSA). **PROTEC** is also monitoring the State of Michigan’s review of the Enbridge proposal to build a tunnel for its pipelines under the Straits of Mackinac just west of the Mackinac Bridge.

AND THE REST OF WHAT WE DO

- **PROTEC** meets **monthly** and provides timely updates and lends assistance to communities facing immediate rights-of-way issues.
- **PROTEC** is active daily in monitoring, coalition building and promoting positive Rights-of-Way outcomes in the Courts, the FCC and Congress as well as the Michigan Legislature.
- **PROTEC** increased its social media presence on sites such as Facebook, Twitter, LinkedIn to keep members updated on rapidly changing telecommunication matters

These are just a sampling of issues and efforts that **PROTEC** has taken on. Our mission throughout Michigan is to coordinate actions that protect local community interests and inform municipal officials of significant developments in public rights-of-way management including on utility poles, in the ground and via the airwaves. **PROTEC** has taken a proactive approach to the many challenges faced by communities across the state. Now, more than ever, local governments must be diligent in protecting their interests in all rights-of-way issues.

Though we have made great strides in protecting our shared interests, it is crucial to remain committed to these efforts, to protect the gains that have been made, and to continue being a formidable voice in guarding our economic wellbeing.

PROTEC relies completely on its members and contributing communities for its sole support. Your contributions allow PROTEC to participate in judicial, legislative and administrative activities, both on the state and federal levels, to protect local governments' rights concerning the use of public rights-of-way by cable, telecommunications, electric, pipeline and other utility industries.

Even after 25 years, PROTEC has no paid staff. Administrative support for its operations is generously donated by member communities and the Michigan Municipal League. Please consider supporting the work of PROTEC by becoming a member or renewing your community's annual membership. Your dues and contributions will help ensure PROTEC has the resources necessary to continue its strong advocacy on behalf of *all* Michigan municipalities.

Respectfully,



Mayor John B. O'Reilly, Jr.
City of Dearborn

Mayor Maureen Miller Brosnan
City of Livonia

Mayor Kenson J. Siver
City of Southfield

PROTEC

The Michigan Coalition to Protect Public Rights-of-Way

26000 Evergreen Road
Southfield, MI 48076
TEL: 248-796-4503
FAX: 248-796-4505

Application for PROTEC Annual Membership: Fiscal year beginning July 1, 2021.

Membership dues are based on population figures as reported in the 2010 Census (\$.125 per resident, capped at \$12,500).

Dues for the community of
Shelby

would be
\$ 258.13

MEMBERSHIP INFORMATION:

Please complete membership information and return with your payment.

Contact Person _____
Title _____
City/Village _____
Address _____

Zip Code _____
10 Digit Phone _____
10 Digit Fax _____
Email Address _____

Checks should be made payable to PROTEC and mailed to:
Michigan Municipal League
P.O. Box 7409
Ann Arbor, MI 48107-7409

Board of Directors: City of Dearborn, City of Livonia, City of Southfield

Fiscal Agent: Michigan Municipal League

* A copy of this statement has also been sent to your municipality's Mayor/President/Administrator and Finance Director (as appropriate).



Village Council
Item Cover Page

Meeting Date: June 28, 2021
Agenda Item: 2021 Village of Shelby Tax Millage Rate
Budget Impact: None
Recommendation: Set 2021 Millage Rate
Staff Contact: Crystal Budde, Village Clerk/Treasurer

Background:

This request is to establish the millage rate for the 2021 tax collection year. Attached is a breakdown from the Oceana County Equalization Department as well as the resolution setting the 2021 Tax Millage Rates.

Supporting Documents:

Oceana County Millage Rate Documents
Resolution No. 35-21

Motion _____ by seconded by _____ to adopt Resolution No. 38-21.

COUNTY OCEANA
 UNIT: VILLAGE OF SHELBY
 YEAR: 2021

Unit Total TV 2020 28,066,454
 Unit Total TV 2021 28,558,065

HEADLEE & MCL 211.34ROLLBACK COMPUTATIONS

SOURCE AND PURPOSE OF OPERATING ONLY MILLAGE	PRIOR YEAR'S PERM REDUCED or REDUCED NEWLY VOTED MILLAGE see MCL 211.34d(9)	CURRENT MILLAGE REDUCTION FRACTION	CURRENT PERM. REDUCED MILLAGE *	TRUTH IN ASSESSING or TRUTH IN EQUALIZATION FRACTION	CURRENT MAXIMUM ALLOWABLE MILLAGE RATE
	Post debt & specials to L-4029. Last year's L-4029 col. (7)	L-4029 col. (6)	L-4029 col. (7)	L-4029 col. (8)	L-4029 col. (9)
<u>ALLOCATED OPERATING</u>	<u>11.0567</u>	x <u>0.9965</u>	= 11.0180	x <u>1.0000</u>	= <u>11.0180</u>
<small>was the above millage approved since this May 31? Y = YES</small>					
<u>LOCAL STREET OPERATING</u>	<u>4.4226</u>	x <u>0.9965</u>	= 4.4071	x <u>1.0000</u>	= <u>4.4071</u>
<small>was the above millage approved since this May 31? Y = YES</small>					
		x <u>0.9965</u>	= 0.0000	x <u>1.0000</u>	= <u>0.0000</u>
<small>was the above millage approved since this May 31? Y = YES</small>					
		x <u>0.9965</u>	= 0.0000	x <u>1.0000</u>	= <u>0.0000</u>
<small>was the above millage approved since this May 31? Y = YES</small>					
		x <u>0.9965</u>	= 0.0000	x <u>1.0000</u>	= <u>0.0000</u>
<small>was the above millage approved since this May 31? Y = YES</small>					
		x <u>0.9965</u>	= 0.0000	x <u>1.0000</u>	= <u>0.0000</u>
<small>was the above millage approved since this May 31? Y = YES</small>					
Total of newly voted & last year's perm reduced millage.	<u>15.4793</u>			<u>15.4251</u>	
		2021	MAXIMUM ALLOWABLE OPERATING MILLAGE UNDER HEADLEE & MCL 211.34 =		<u>15.4251</u>

NOTE: The only way to levy more than your maximum millage due to the Headlee rollback is to have voters approve additional millage.

TRUTH IN TAXATION COMPUTATIONS

2021 BASE TAX RATE FRACTION:	(from L-4034)	<u>0.9827</u>	(1)
2020 OPERATING MILLAGE RATE:	(actually levied)	<u>15.4793</u>	(2)
2021 BASE TAX RATE:	(w/out hearing)	<u>15.2115</u>	(1) x (2) = (3)
2021 MAX. ALLOWABLE OPERATING MILLAGE RATE:		<u>15.4251</u>	(from above) = (4)
MINUS 2021 BASE TAX RATE:	(B.T.R.)	<u>15.2115</u>	(3) = (5)
MILLAGE INCREASE:	(with a hearing)	<u>0.2136</u>	(4) - (5) = (6) or (7) - (5) = (6)

If you plan to levy more than the B.T.R. but less than the Max. Allowable, enter the amount here.

<u>MILLAGE INCREASE</u>	<u>0.2136</u>	-
2021 BASE TAX RATE	15.2115	= <u>1.40%</u>
		MILLAGE INCREASE FROM HEARING*

<u>2021 TV x .001 x MILLAGE INCREASE</u>	= \$ <u>6,100</u>
	REVENUE INCREASE FROM HEARING

(2021 TV x 2021 BASE RATE) -1	434,411	
(2020 TV x 2020 ACTUAL OPER RATE) =	434,449	= <u>-0.01%</u>
	2021	REVENUE INCREASE WITHOUT HEARING

*Must be published in notice of public hearing on increasing property taxes. Your current year's millage cannot exceed your maximum under Truth in Taxation unless authorized by the governing body at the hearing. Your current year's millage cannot exceed your Headlee maximum without a millage election.

2021 TAX RATE REQUEST
MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

County	OCEANA	Taxable Value	28,558,065
Local Government Unit	VILLAGE OF SHELBY		

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec. 211.119. The following tax rates have been authorized for levy on the 2021 tax roll

Source	Purpose of Millage	Date of Election	2020		2021		Sec. 211.34 Millage Authorized by Election, Charter, etc. MCL 211.34d	Rollback Fraction	Maximum Allowable Millage Rate*	Requested Millage to be Levied July 1	Requested Millage to be Levied Dec. 1	Expiration Date of Millage Authorized
			Millage Rate	Current Year Millage	Permanent Reduction	Permanent Reduction by MCL 211.34d						
ALLOCATED	OPERATING		12.5000	11.0567	0.9965	11.0180	1.0000	11.0180	11.0180	*****	Unlimited	
LOCAL STREET	OPERATING		5.0000	4.4226	0.9965	4.4071	1.0000	4.4071	4.4071	*****	Unlimited	

Prepared by	Edward Vandervries - MMAO (4), PPE	Title	Equalization Director	Total Mills	15.4251

As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary, to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34, and for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, MCL 380.121(3).

<input type="checkbox"/>	Clerk	Signature	Type Name	Date
<input type="checkbox"/>	Secretary	Signature	Type Name	Date
<input type="checkbox"/>	Chairperson	Signature	Type Name	Date
<input type="checkbox"/>	Supervisor	Signature	Type Name	Date

*Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. A public hearing and determination is required for an operating levy which is larger than the base tax rate but not larger than the rate in column 9.



June 28, 2021

RESOLUTION

No. 38-21

TO ESTABLISH THE 2021 TAX MILLAGE RATES

VILLAGE OF SHELBY, OCEANA COUNTY, MI

At a Regular Meeting of the Common Council of The Village of Shelby, Oceana County, Michigan, held at Village Hall on June 28, 2021, the following Resolution was offered.

WHEREAS, The Oceana County Equalization Department has prepared the proposed millage rate that can be levied on property starting July 1, 2021, and;

WHEREAS, The Village of Shelby did hold a properly scheduled Public Hearing on Increasing Property Taxes, with proper notification to the public to solicit comments, and;

NOW, THEREFORE, BE IT RESOLVED, the Village of Shelby levies a Village Property Tax in accordance with the Uniform Budgeting and Accounting Act, PA 2 of 1968 on the assessed value of all real and personal property in the Village as follows:

General Operation:	11.0567
Local Street:	4.4071
Total:	15.4251

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 Village of Shelby Council at their regular meeting held on the 28th day of June 2021, in the Village of Shelby, Oceana County, State of Michigan, with a quorum present.

Crystal Budde
Clerk
Village of Shelby, Oceana County, Michigan

RESOLUTION No. 38-21 Declared ADOPTED.
ADOPTED ON: June 28, 2021



Village Council
Item Cover Page

Meeting Date: June 28, 2021
Agenda Item: Priority Health Insurance Renewal
Budget Impact: \$14,539.80 increase in Health Insurance Premiums
Recommendation: Approve the Priority Health Insurance Renewal
Staff Contact: Brady Selner, Village Administrator

Background:

The Village of Shelby's Health Insurance Policy is up for renewal. The new policy term begins August 1, 2021. There was a 6.08% increase in the Priority HMO Gold 1000 Plan and a 5.77% increase in the PriorityHSA POS 2300/0% plan. The Finance & Insurance Committee agrees with my recommendation to change from the PriorityHSA POS 2300/0% plan to the PriorityHSA HMO 2300/0% plan. This will provide the Village an 8.70% saving on our HSA option. Overall, the Village will see a \$14,539.80 increase in the 2021/22 health insurance premiums. This increase is due to one additional employee opting into family coverage under the Village's health insurance plan and a slight increase in the monthly premium for the Priority HMO Gold 1000 Plan. The Delta Dental premium remained the same and the Vision Plan saw a 17.45% premium decrease.

The Finance & Insurance Committee is recommending renewal of the Village of Shelby Health, Vision, and Dental Insurance plans.

Supporting Documents:

Priority Health Insurance Documents
Resolution No. 39-21

Motion _____ by seconded by _____ to adopt Resolution No. 39-21.



Group Benefits Renewal

Policy Term
08/01/2021 - 07/31/2022

Presented by:
George Karl
Account Executive
Lenz-Balder Insurance, Inc.
201 E. Court Street
Ludington, MI 49431
(231) 845-6279

FEE AND COMMISSION DISCLOSURE

Our agency takes pride in the services we provide to you. For our efforts, we are compensated primarily by standard commissions. On occasion, we may also receive additional compensation, paid by insurance companies and, in some cases, fees paid by clients. We will never place our own financial or other interests over those of our clients. Because of our commitment to our clients and to the highest ethical standards of behavior, we require all our employees and licensed producers to observe the highest standard of business practices in avoiding even the appearance of any conflicts of interest that relate to the offering and placement of insurance products and services. It is imperative that the needs and interests of our clients be placed ahead of all other interests. Before giving advice or making recommendations, a diligent effort must be made to learn our clients needs, objectives, and circumstances, and then to offer products and services suitable to such needs.

LBI, Inc. may be compensated for our work in a variety of ways, including the following:

Client Fees: In some cases, our clients pay us negotiated fees for handling their insurance needs. Any such fees to be paid by the client are set forth in the written agreement between LBI, Inc. and our client.

Regular Commissions: Insurance companies with which we place business generally pay us commissions for the placement or renewal of policies. In most cases, such commissions are calculated as a percentage of the premium paid to the insurance company for the specific policy and are included in our client's premium cost. Occasionally the commission may be a fixed amount negotiated between us and the insurer. In some cases where clients pay us fees in connection with the placement and servicing of their insurance business, commissions may be credited against any fee to be paid by the client; if so, this will be set forth in our written client agreement.

Contingent Commissions and Other Incentive Payments: Some of the insurers that LBI, Inc. represents grant us the opportunity to receive contingent commissions or supplemental income. Unlike regular commissions, contingent commissions and supplemental income are not tied to a specific policy, but rather are generally tied to various criteria relating to the overall business we place with those insurers, typically measured on an annual basis. These contingent commissions and supplemental income may be based on a number of factors relating to the business placed by our agency with the insurance company, including growth in premium, loss ratios, total written premium, premium volume, retention of business, profitability, and/or other criteria. Further, in connection with the placement of insurance, we may also receive compensation from intermediaries, such as wholesalers, other agencies and brokers, or re-insurers. In addition, some insurance companies may offer our agency other incentives or payments, such as marketing or administrative support, promotional fees, educational costs, and/or prizes, gifts, or awards (e.g. meals, trips, etc.).

Interest Income: In some cases where our clients pay for insurance policies through the agency (instead of by direct payment to the insurer which issued the policy), the agency may receive income from interest accruing on amounts held for payment to insurers.

This synopsis provides an overview of our general compensation practices. Because it is only a general overview, there may be exceptions not addressed above. LBI, Inc. will disclose to our clients at their request the actual or anticipated compensation we receive in connection with the issuance or placement of insurance business and will upon request provide more information about our contingency fee and supplemental income arrangements with particular insurers.

VILLAGE OF SHELBY CENSUS

EE #	REL. CODE	LAST NAME	FIRST NAME	DOB	GENDER	MEDICAL	DENTAL	VISION
1	Employee	SELNER	BRADY	01/05/1994	Male	DOUBLE	DOUBLE	OPT OUT
	Spouse	Selner	Allson	08/21/1996	Female			
2	Employee	BUDDE	CRYSTAL	04/21/1980	Female	FAMILY	FAMILY	FAMILY
	Spouse	Budde	David	06/24/1978	Male			
	Dependent	Bulgarella	Katelyn	04/25/1998	Female			
	Dependent	Semelbauer	Emma	09/13/2008	Female			
	Dependent	Semelbauer	Hunter	06/16/2004	Male			
3	Employee	FARBER	ROBERT	12/09/1958	Male	OPT OUT	SINGLE	OPT OUT
4	Employee	WALTZ	STEVEN	09/03/1970	Male	OPT OUT	SINGLE	SINGLE
5	Employee	VONDROK	JOSEPH	12/25/1981	Male	FAMILY	FAMILY	FAMILY
	Spouse	Vondrok	Jennifer	03/30/1983	Female			
	Dependent	Vondrok	Bella	03/18/2009	Female			
	Dependent	Tanis-Horacek	Gavin	05/06/1999	Male			
6	Employee	MACINTOSH	GREG	08/04/1964	Male	SINGLE	SINGLE	SINGLE
7	Employee	SEABOLT	KIRK	10/02/1959	Male	SINGLE	OPT OUT	DOUBLE
	Spouse	Seabolt	Debrah	04/08/1955	Female			
8	Employee	FREES	DARRYL	03/03/1980	Male	OPT OUT	SINGLE	SINGLE
9	Employee	HELENHOUSE	JEREMIAH	08/15/1980	Male	OPT OUT	SINGLE	SINGLE
10	Employee	KRAUSE	DAVID	12/20/1967	Male	DOUBLE	DOUBLE	DOUBLE
	Spouse	Krause	Laura	01/23/1972	Female			

Priority Health Current VS. Renewal

Current Plan Priority Health	In-Network Benefits	Monthly Premium	Totals
PriorityHMO Gold 1000			
Deductible Co-Insurance Maximum Out of Pocket Maximum Office Visit Copay Urgent Care Copay Emergency Room Copay Outpatient Hospital Care Inpatient Hospital Care Prescription Drug Coverage	\$1,000 Single/\$2,000 Family \$4,000 Single/\$8,000 Family \$7,950 Single/\$15,900 Family \$20 PCP/ \$50 Spec Copays \$85 Copay \$250 Copay after deductible Covered 80% after deductible Covered 80% after deductible \$5/\$25/\$60/\$80/20%	Current	
		Monthly Premium	Annual Premium
		\$3,359.73	\$40,316.76
		Rating Structure	Number Enrolled
		Single	1
		Double	0
		Family	2
		Renewal	
		Monthly Premium	Annual Premium
		\$3,564.13	\$42,769.56
Rating Structure	Number Enrolled		
Single	1		
Double	0		
Family	2		
		% Change	6.08%
PriorityHSA POS 2300/0%			
Deductible Out of Pocket Maximum Office Visit Copay Urgent Care Copay Emergency Room Copay Outpatient Hospital Care Inpatient Hospital Care Prescription Drug Coverage	\$2,300 Single/\$4,600 Family \$4,600 Single/\$9,200 Family Covered 100% after deductible Covered 100% after deductible Covered 100% after deductible Covered 100% after deductible Covered 100% after deductible \$5/\$30/\$70/\$90/20% after deductible	Current	
		Monthly Premium	Annual Premium
		\$2,386.03	\$28,632.36
		Rating Structure	Number Enrolled
		Single	1
		Double	2
		Family	0
		Renewal	
		Monthly Premium	Annual Premium
		\$2,523.81	\$30,285.72
Rating Structure	Number Enrolled		
Single	1		
Double	2		
Family	0		
		% Change	5.77%

All premiums are based on the current Priority Health enrollment

*Renewal effective August 1, 2021

*Premiums shown include estimated taxes and fees

Annual Grand Totals	
Current	\$68,949.12
Renewal	\$73,055.28
Overall Change	
	5.96%

EMPLOYEE	CONTRACT TYPE	PH HMO Gold 1000		PH HSA POS 2300/0%	
		Current	Renewal	Current	Renewal
Brady Selner	Double			\$580.10	\$600.74
Crystal Budde	Family	\$1,500.20	\$1,588.08		
Joseph VonDrok	Family	\$1,219.50	\$1,278.18		
Greg MacIntosh	Single	\$640.03	\$697.87		
Kirk Seabolt	Single			\$777.86	\$824.26
David Krause	Double			\$1,028.07	\$1,098.81

*This proposal is for illustrative purposes only



Priority Health Medical Plan Alternative

Priority Health	In-Network Benefits			
PriorityHSA HMO 2300/0%				
Deductible Out of Pocket Maximum Office Visit Copay Urgent Care Copay Emergency Room Copay Outpatient Hospital Care Inpatient Hospital Care Prescription Drug Coverage	\$2,300 Single/\$4,600 Family \$4,600 Single/\$9,200 Family Covered 100% after deductible Covered 100% after deductible Covered 100% after deductible Covered 100% after deductible Covered 100% after deductible \$5/\$30/\$70/\$90/20% after deductible	Monthly Premium	Annual Premium	
		\$2,304.15	\$27,649.80	
		Rating Structure		Number Enrolled
		Single		1
		Double		2
		Family		0
		% Change from Current	-3.43%	
		% Change from Renewal	-8.70%	

EMPLOYEE	CONTRACT TYPE	PH POS 2300/0%		PH HSA HMO 2300/0%
		Current	Renewal	Alternate
Brady Selner	Double	\$580.10	\$600.74	\$548.45
Kirk Seabolt	Single	\$777.86	\$824.26	\$752.52
David Krause	Double	\$1,028.07	\$1,098.81	\$1,003.18

All premiums are based on the renewal census provided by Priority Health

*Quote effective August 1, 2021

*Premiums shown include estimated taxes and fees

Delta Dental Current VS. Renewal

Delta Dental	Benefits	Monthly Premium			Totals
Current					
Annual Deductible	\$75 per person	Single	5	\$32.04	Monthly \$494.86
Type I - Preventive Services	Covered 100%	Double	2	\$59.81	Annually \$5,938.32
Type II - Basic Services	Covered 80%	Family	2	\$107.52	
Type III - Major Services	Covered 50%				
Annual Maximum	\$1,000 per person	Renewal			
Orthodontia Services	None	Single	5	\$32.04	Monthly \$494.86
Orthodontia Lifetime Max	N/A	Double	2	\$59.81	Annually \$5,938.32
Orthodontia Age Limit	N/A	Family	2	\$107.52	
					% Change 0.00%

All premiums are based on the current Delta Dental enrollment with no rate change for this renewal.

* Rates are effective August 1, 2021 and renew annually

Vision Plan

VSP Vision	Benefits	Monthly Premium			Totals
Signature Plan					
Current					
Exam Copay	\$10 copay	Single	5	\$14.19	Monthly \$170.32
Exam Frequency	Once every 12 months	Double	1	\$21.67	Annually \$2,043.84
Frame Allowance	\$150	Family	2	\$38.85	
Frame Frequency	Once every 24 months				
Standard Lens Copay	\$25 copay	Renewal			
Standard Lens Frequency	Once every 12 months	Single	5	\$11.72	Monthly \$140.60
Enhancements Included:	Premium Progressive Lenses	Double	1	\$17.88	Annually \$1,687.20
	Scratch Resistant Coating	Family	2	\$32.06	
	Anit-Refelctive Coating				
Contact Lenses Allowance	\$150 (in lieu of glasses)				
Contact Lens Frequency	Once every 12 months				
Network	VSP				
					% Change -17.45%

All premiums are based on the current VSP enrollment and have decreased at renewal.

* Rates are effective August 1, 2021 with a 2 yr rate guarantee

What we do for *you*

Benefit Analysis Tailored to *your* Needs

This includes recommendations for cost containment, benefit design options and employer/employee contribution strategies.

Benchmarking

Benchmarking is a proven method that enables an employer to measure its current employee benefit offerings against competitors within the same market segment.

Employee Benefit Meetings

On-site classroom style open enrollment meetings to explain and educate employees about their benefit options.

Custom Employee Communications Packets

Even the best employee benefit packages are not successful without an effective employee education strategy. We can create customized communication materials for both your open enrollment period and new hires.

Enrollment Administration

Your dedicated enrollment specialist will assist with the coordination, implementation and structure of the enrollment process. Utilizing a custom Universal Enrollment Form they can handle all membership changes including open enrollment, new hires, terminations and maintenance changes. They will also perform a yearly open enrollment audit to insure all employees are correctly enrolled.

Employee Claims Advocacy

We serve as a liaison between your employees and the carrier to help resolve member claim issues.

Benefit Plan Compliance

We consider each employer's specific situation and can help guide you through the maze of benefit plan compliance. We can assist with Plan Document guidance, Summary Plan Descriptions, Summary of Benefits and Coverage, Healthcare Reform, Certificates of Creditable Coverage and individual public act notices as required under ERISA.

Local Servicing

We are local and understand the needs of businesses in our community. With 40 years of service and offices in both Ludington and Zeeland, there is always someone available locally looking out for your best interest.

Uncommon Service for *your* Unique Needs

At LBI, we understand that not all companies are the same. Our approach to each client is different, reflective of your unique situation and your individual needs.

Lenz-Balder Insurance Contact List

Ludington Office

201 E. Court Street
Ludington, MI 49431
Phone (231) 845-6279
Toll Free (888) 533-5369
Fax (231) 316-5912

Holland Office

340 120th Avenue
Holland, MI 49424
Phone (616) 748-9440
Toll Free (877) 841-9470
Fax (616) 237-5932

Employee Benefits Team

George Karl, Employee Benefits Account Executive

gkarl@lenzbalderins.com

Christine Hammond, Employee Benefits Account Manager

chammond@lenzbalderins.com

Angela Jerding, Employee Benefits Account Manager

ajerding@lenzbalderins.com

David Gainor, Employee Benefits Department Manager

dgainor@lenzbalderins.com



AUGUST 2021 RENEWAL - PRIORITY HEALTH PLAN CALCULATIONS

Priority Health	In-Network Benefit	Employee Name	Monthly Rate	Annual Premium	Annual Cap	Employee's Annual Premium Contribution	Bi-Weekly Premium Contributions
Traditional Option	PriorityHMO 1000						
		Brady S.	\$612.62	\$7,351.44	\$14,730.96	\$0.00	\$0.00
		Crystal B.	\$1,588.08	\$19,056.96	\$19,210.66	\$0.00	\$0.00
		Joseph V.	\$1,278.18	\$15,338.16	\$19,210.66	\$0.00	\$0.00
		Greg M.	\$697.87	\$8,374.44	\$7,043.89	\$1,330.55	\$51.18
Prescription Drug Coverage	\$5/\$25/\$60/\$80/20% RX	Kirk S.	\$840.56	\$10,086.72	\$7,043.89	\$3,042.83	\$117.03
		David K.	\$1,120.55	\$13,446.60	\$14,730.96	\$0.00	\$0.00

Priority Health	In-Network Benefit	Employee Name	Monthly Rate	Annual Premium	Annual Cap	Employee's Annual Premium Contribution	Bi-Weekly Premium Contributions
H.S.A. POS Option	PriorityHSA POS 2300/0%						
		Brady S.	\$600.74	\$7,208.88	\$14,730.96	\$0.00	\$0.00
		Crystal B.	\$1,557.30	\$18,687.60	\$19,210.66	\$0.00	\$0.00
		Joseph V.	\$1,253.40	\$15,040.80	\$19,210.66	\$0.00	\$0.00
		Greg M.	\$684.34	\$8,212.08	\$7,043.89	\$1,168.19	\$44.93
Prescription Drug Coverage	\$5/\$30/\$70/\$90/20% RX after deductible	Kirk S.	\$824.26	\$9,891.12	\$7,043.89	\$2,847.23	\$109.51
		David K.	\$1,098.81	\$13,185.72	\$14,730.96	\$0.00	\$0.00

Indicates current plan enrollment

Priority Health	In-Network Benefit	Employee Name	Monthly Rate	Annual Premium	Annual Cap	Employee's Annual Premium Contribution	Bi-Weekly Premium Contributions
H.S.A. Alt. HMO Option	PriorityHSA HMO 2300/0%						
		Brady S.	\$548.45	\$6,581.40	\$14,730.96	\$0.00	\$0.00
		Crystal B.	\$1,421.75	\$17,061.00	\$19,210.66	\$0.00	\$0.00
		Joseph V.	\$1,144.31	\$13,731.72	\$19,210.66	\$0.00	\$0.00
		Greg M.	\$624.78	\$7,497.36	\$7,043.89	\$453.47	\$17.44
Prescription Drug Coverage	\$5/\$30/\$70/\$90/20% RX after deductible	Kirk S.	\$752.52	\$9,030.24	\$7,043.89	\$1,986.35	\$76.40
		David K.	\$1,003.18	\$12,038.16	\$14,730.96	\$0.00	\$0.00





June 28, 2021

RESOLUTION

No. 39-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to renew the Priority Health Insurance PriorityHMO Gold 1000 Plan and PriorityHSA HMO 2300/0% Plan for a Policy Term beginning August 1, 2021 and ending July 31, 2022.

BE IT FURTHER RESOLVED to renew the Delta Dental Plan and VSP Vision Plan for a Policy Term beginning August 1, 2021 and ending July 31, 2022.

Moved: _____

Seconded: _____

Yes: _____

No: _____

ABSENT: _____

RESOLUTION No. 39-21 Declared ADOPTED.

ADOPTED ON: June 28, 2021



Village Council
Item Cover Page

Meeting Date: June 28, 2021
Agenda Item: DPW Supervisor Position
Budget Impact: None
Recommendation: Approve the appointment of Jeremiah Helenhouse
Staff Contact: Brady Selner, Village Administrator

Background:

Jeremiah Helenhouse has been acting DPW supervisor since December 30, 2020. In April, the Personnel Committee recommended and Village Council approved Jeremiah to continue to serve as acting DPW Supervisor until June 27, 2021. At the June 21, 2021, Personnel Committee meeting, the Committee recommended to promote Jeremiah Helenhouse to DPW Supervisor permanently with his salary to be maintained at \$53,000/year with the understanding that it will be re-evaluated with all other wages during the budget process. It is also recommended that Jeremiah receive a \$50/month phone allowance to use his personal phone for DPW related matters and to allow Jeremiah to use a DPW truck to travel to and from work and to have the ability to respond to after hour emergencies promptly.

Supporting Documents:

DPW Supervisor Job Description
Resolution No. 40-21

Motion _____ by seconded by _____ to adopt Resolution No. 40-21.



June 28, 2021

RESOLUTION

No. 40-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to hire Jeremiah Helenhouse as DPW Supervisor with his salary set at \$53,000/year.

BE IT FURTHER RESOLVED to provide a \$50/month phone allowance for the purpose of using a personal phone for DPW related matters and to allow the use of a DPW truck to travel to and from work and to respond to after hour emergencies.

Moved: _____

Seconded: _____

Yes: _____

No: _____

ABSENT: _____

RESOLUTION No. 40-21 Declared ADOPTED.

ADOPTED ON: June 28, 2021



Village Council
Item Cover Page

Meeting Date: June 28, 2021
Agenda Item: Section 3.19 Zoning Ordinance Text Amendment
Budget Impact: N/A
Recommendation: Approve the appointment of Jeremiah Helenhouse
Staff Contact: Brady Selner, Village Administrator

Background:

Village Council recently passed a Right-of-Way Ordinance and ROW permit application/fee schedule. One of the items processed under this new permit is the discontinuation of water and sewer service in the demolition process. Typically, a demolition permit is only required by the local building department. Currently, a demolition permit is required by the Village of Shelby (through Section 3.19 in the Shelby Zoning Ordinance) as well as the Oceana County Building Department. The Planning Commission is recommending a zoning ordinance text amendment to remove Section 3.19. This will correct the unnecessary redundancy in the demolition permitting process.

Supporting Documents:

Planning Commission Packet Information
Resolution No. 41-21

Motion _____ by seconded by _____ to adopt Resolution No. 41-21.

Section 15.04(B) Analysis

Section 15.04 AMENDMENT PROCEDURE

- A. After submission of the application and fee, amendments to this Ordinance shall be processed as provided in the Zoning Act.
- B. The following guidelines shall be used by the Planning Commission, and may be used by the Legislative Body in consideration of amendments to the Zoning Ordinance:
 1. Text Amendment:
 - a. The proposed text amendment would clarify the intent of the Ordinance. **The proposed text amendment does clarify the intent of the Ordinance. The zoning ordinance is intended to regulate land use and not regulate building department functions.**
 - b. The proposed text amendment would correct an error in the Ordinance. **The text amendment corrects a redundancy in required permitting.**
 - c. The proposed text amendment would address changes to the State legislation, recent case law or opinions from the Attorney General of the State of Michigan. **N/A**
 - d. The proposed text amendment would promote compliance with changes in other Community, County, State, or Federal regulations. **It is uncommon to have demolition permit language in a zoning ordinance. The Village of Shelby's Planning Consultant was not aware of any other clients that had this type of language in their zoning ordinance.**
 - e. In the event the amendment will add a use to a District, that use shall be fully consistent with the character of the range of uses provided for within the District. **N/A**
 - f. The amendment shall not result create incompatible land uses within a Zoning District, or between adjacent Districts. **N/A**
 - g. The proposed text amendment is supported by the findings of reports, studies, or other documentation on functional requirements, contemporary building practices, environmental requirements and similar technical items. **The proposed text amendment was initiated to correct a redundancy in the demolition permitting process. Removing this language will not change the requirement to pull a demolition permit with the Oceana County Building Department where all building code requirements will be enforced.**
 - h. As applicable, the proposed change shall be consistent with the Community's ability to provide adequate public facilities and services.

This amendment will not change the ability to provide adequate public facilities and services.

- i. The proposed change shall be consistent with the Community's desire to protect the public health, safety, and welfare of the Community. **The proposed is consistent with the Village's desire to protect the public health, safety, and welfare.**

**VILLAGE OF SHELBY
PLANNING COMMISSION
OCEANA COUNTY, MICHIGAN
(Resolution No. 03 -21)**

At a regular meeting of the Village of Shelby Planning Commission held on June 15, 2021, the following Resolution was offered for adoption by Planning Commission Member Tim Horton and was seconded by Planning Commission Member Tara Kelley :

A RESOLUTION RECOMMENDING ADOPTION OF THE PROPOSED VILLAGE OF SHELBY ZONING TEXT AMENDMENT TO THE VILLAGE COUNCIL.

WHEREAS, the Village of Shelby Planning Commission, pursuant to the provisions of the Village of Shelby Zoning Ordinance, initiated a text amendment to Section 3.19 of the Village of Shelby Zoning Ordinance on April 15, 2021; and

WHEREAS, Section 15 of the Village of Shelby Zoning Ordinance outlines the zoning text amendment process; and

WHEREAS, the Planning Commission, at its June 15, 2021, meeting found that the zoning text amendment met the standards listed under Section 15.04(B) of the Village of Shelby Zoning Ordinance;

NOW, THEREFORE, BE IT RESOLVED, the Village of Shelby Planning Commission, by a majority vote at a regularly-scheduled and duly-noticed meeting, held this 15th day of June 2021, grants a FAVORABLE RECOMMENDATION of the Zoning Text Amendment, attached as **Exhibit A**, to Section 3.19 of the Village of Shelby Zoning Ordinance.

YEAS: Tim Horton, Tara Kelley, John Sutton, Paul Inglis, Samantha Near

NAYS: _____

ABSENT: Malcolm Carey

RESOLUTION DECLARED ADOPTED.

Respectfully submitted,

Dated: June 15, 2021

By: 

Planning Commission Chairperson



June 28, 2021

RESOLUTION

No. 41-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to amend Section 3.19,
Demolition Permits, in the Village of Shelby Zoning Ordinance, attached as
Exhibit A.

Moved: _____

Seconded: _____

Yes: _____

No: _____

ABSENT: _____

RESOLUTION No. 41-21 Declared ADOPTED.

ADOPTED ON: June 28, 2021

EXHIBIT A

Tracked Changes

Section 3.19 ~~DEMOLITION PERMITS (Village Only)~~

~~No buildings shall be razed until a zoning permit has been obtained from the Zoning Administrator who may require a plot plan and performance bond in an amount set by the Legislative Body. This bond shall be conditioned on the applicant completing the razing within a reasonable period as prescribed in the permit and complying with any requirements of the Building Code, including, but not limited to, requiring all debris being eliminated from the site rather than being buried in a collapsed foundation, filling excavations, sealing wells or eliminating septic tanks, and proper termination of utility connections.~~

Clean Version

Section 3.19 (Reserved for Future Text)



Village Council
Item Cover Page

Meeting Date: June 28, 2021
Agenda Item: Village Council Bylaws
Budget Impact: None
Recommendation: Approve Village Council Bylaws
Staff Contact: Brady Selner, Village Administrator

Background:

Michigan law and Redevelopment Ready Community (RRC) certification requires that communities adopt bylaws, or Rules of Procedure, for the purpose of outlining the operations of a board or commission. Rules of Procedure provide predictability for board procedures, such as: setting meetings, agendas, attendance policies, public comment procedures, training requirements, etc. The adopted Rules of Procedure will be posted to the Village of Shelby's website on the Council page.

Supporting Documents:

Village Council Rules of Procedure
Resolution No. 42-21

Motion _____ by seconded by _____ to adopt Resolution No. 42-21.

Village of Shelby



Rules of Procedure for Village Council

Adopted June (), 2021

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RESOLUTION

WHEREAS, a predetermined Rules of Procedure for Village Council meetings will be a most expedient means of ensuring the orderly conduct of meetings for the Village of Shelby; and

WHEREAS, it is provided in Chapter V, Section 5 of the Shelby Charter that the Village Council shall determine its own rules and order of business,

NOW, THEREFORE, BE IT RESOLVED that the following Rules of Procedure shall govern the deliberations and meetings of the Council of the Village of Shelby.

1. General Rules

1.1 MEETINGS TO BE PUBLIC: All official meetings of the Council shall be open to the public. The business of proceedings shall be open to public inspection as specified by the Shelby Charter [Chapter V, Section 4].

1.2 QUORUM: A majority of the members of the Council shall constitute a quorum and be necessary for the transaction of business. If a quorum is not present, those in attendance will be named and they shall adjourn to a later time.

1.3 JOURNAL OF PROCEEDINGS: An account of all proceedings of the Council shall be kept by the Village Clerk and shall be entered in a book constituting the official record of the Council.

1.4 RIGHT OF FLOOR: Any Council Member desiring to speak shall be recognized by the Village President, and shall confine his or her remarks to one subject under consideration or to be considered.

1.5 VILLAGE ADMINISTRATOR: The Village Administrator shall attend all meetings of the Council unless excused, and entitled to attend meetings of all Village Committees, Boards, or Commissions. The Village Administrator may make recommendations to the Council and shall have the right to take part in all discussions of the Council, but shall have no vote.

1.6 VILLAGE CLERK: The Village Clerk shall attend all meetings of the Council unless excused and shall keep the official journal (minutes) and perform such other duties as may be requested by the Council as specified in the Shelby Charter [Chapter IV, Section 8].

1.7 OFFICERS AND EMPLOYEES: Department heads of the Village, when there is pertinent business from their departments on the Council agenda, shall attend such Council meetings upon request of the Village Administrator.

1.8 RULES OF ORDER: The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Parliamentary Procedures of the Council in all cases to which they are applicable, unless they are in conflict with these rules, the Shelby Charter, or the laws of the State of Michigan.

2. Meetings

2.1 PUBLIC NOTICE OF MEETINGS: The Village Clerk shall be responsible for providing the proper notice of all meetings of the Council as specified by the Michigan Open Meetings Act.

2.2 REGULAR MEETING: The Council shall meet at the Shelby Village Hall for Regular Meetings. The Regular Council Meetings are to be commenced at 6:30 p.m., on the second and fourth Monday of each month, unless otherwise announced and as specified by the Michigan Open Meetings Act.

2.3 SPECIAL MEETING: Special meetings may be called by the Administrator, Village President, or by two members of the Council. The call for a special meeting shall specify the day, the hour, and the location of the special meeting. The Village Clerk shall give public notice as specified by the Michigan Open Meetings Act.

2.4 RECESSED MEETINGS: Any meeting of the Council may be recessed to a later date and time, provided that no adjournment shall be for a longer period than until the next scheduled meeting.

2.5 STUDY SESSIONS: The Council may meet informally in Study Sessions (open to the public) at the call of the Village President or majority of the Council, to review forthcoming programs of the Village, receive progress reports on current programs or projects, or receive other similar information from the Village Administrator, provided that all discussions and conclusions thereon shall be informal.

2.6 EXECUTIVE SESSIONS: Executive Sessions or closed meetings may be held in accordance with the provisions of the Michigan Open Meetings Act.

2.7 EMERGENCY MEETINGS: Emergency Meetings shall be called as specified in the Michigan Open Meetings Act without complying with the notice requirements in the event that it is necessary to hold a meeting to deal with a severe and imminent threat to the health, safety, or welfare of the public when two-thirds (2/3) of the Council decide that delay would be detrimental to the efforts to lessen or respond to the threat.

3. Chairman and Duties

3.1 CHAIRMAN: The Village President, if present, shall preside as Chairman at all meetings of the Council. In the absence of the Village President, the President Pro-Tem

shall preside. In the absence of both the Village President and the President Pro-Tem, the Council shall elect a Chairman.

3.2 CALL TO ORDER: The meetings of the Council shall be called to order by the Village President or, in his/her absence, by the President Pro-Tem. In the absence of both the Village President and the President Pro-Tem, the meeting shall be called to order by the Village Clerk for the election of a temporary Chairman.

3.3 PRESERVATION OF ORDER: The Chairman shall preserve order and decorum, prevent attacks on personalities or the impugning of members' motives, and confine members in debate to the question under discussion.

4. Order of Business and Agenda

4.1 ORDER OF BUSINESS: The general rule as to the order of business in regular meetings shall be as follows:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval and/or Correction to Minutes of Previous Meeting
5. Additions to Agenda
6. President's Report
7. Village Administrator's Report
8. Correspondence
9. Public Participation
10. Old Business
11. New Business
12. Reports of Officers, Boards, and Committees
13. Payment of Bills
14. Adjournment

4.2 AGENDA: The order of business of each meeting shall be as contained in the Agenda prepared by the Village Administrator. Agenda items must be submitted one week prior to the meeting. The Agenda shall be a listing by topic of subjects to be considered by the Council, and shall be delivered to members of the Council the Friday

prior to the Monday Council Meeting, and when possible preceding a Special Council Meeting to which it pertains.

4.3 PRESENTATIONS BY MEMBERS OF COUNCIL: The Agenda shall provide a time when the Village President or any Council Member may bring before the Council any concerns or business that he/she feels should be deliberated upon by the Council. These matters need not be specifically listed on the Agenda, but formal action on such matters shall be deferred until a subsequent Council meeting, except when immediate action need be taken upon a majority vote of Council Members present.

5. Voting

5.1 ROLL CALL VOTES: Roll call votes shall be taken when required by policy/law, at the request of any member of Council, or when the Chairman cannot determine the results of a voice vote.

6. Citizens' Rights

6.1 PUBLIC PARTICIPATION: Public Participation, as specified under rule 4.1 Order of Business, the public shall be restricted to comment on Agenda items only, with a three (3) minute time restriction.

6.2 PUBLIC HEARING COMMENT: Where the Agenda provides Public Hearing comment, each person addressing the Council shall be limited to five (5) minutes regarding the specific agenda Public Hearing item.

6.3 ADDRESSING THE COUNCIL: Members of the public desiring to address the Council by oral communication shall first secure the permission of the Chairman. Preference will be given to those persons who have notified the Village Administrator in advance of Regular Council Meeting of their desire to speak in order that their name may be placed on the agenda and they will be recognized by the presiding officer without further action.

6.4 MANNER OF ADDRESSING THE COUNCIL: Each person addressing the Council shall approach the lectern, and may give his/her name in an audible tone of voice for the record. All remarks shall be addressed to the Council as a body, and not to any member thereof. No person, other than members of the Council and the person having the floor, shall be permitted to enter into any discussion, either directly or through the members of the Council. No questions shall be asked by the Council Members, except through the Chairman.

6.5 PERSONAL AND SLANDEROUS REMARKS: Any person making personal, impertinent or slanderous remarks, or who shall become boisterous, while addressing the Council, may be requested to leave the lectern.

6.6 PRESIDENT MAY APPOINT COMMITTEE OR REFER CITIZEN'S COMPLAINTS: The Village President may appoint a committee of two members of the Village Council and/or various members of Village Administration to hear Citizens' complaints as the same are referred thereto by the President or may refer Citizens' complaints to a Citizen Board, Committee, or Commission.

6.7 WRITTEN COMMUNICATIONS: Interested parties, or their authorized representatives, may address the Council by written communication in regard to any matter concerning the Village's business or over which the Council has control at anytime by direct mail or by addressing the Village Clerk, and copies will be distributed to Council Members.

7. Suspension, and the Amendment of these Rules

7.1 SUSPENSION OF THESE RULES: Any provision of these rules not governed by the Shelby Charter may be temporarily suspended by a vote of a majority of the Council. The vote on any such suspension shall be taken by ayes and nays and entered upon the record.

7.2 AMENDMENT OF THESE RULES: These rules may be amended, or new rules adopted, by a majority vote of all members of the Council.

8. Political Activity

8.1: It shall be the policy of this Council not to limit the participation of Village employees outside of assigned working hours in the democratic process in any manner. Furthermore, Council Members shall limit contact with Village employees during their assigned working hours to official business.



June 28, 2021

RESOLUTION

No. 42-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to adopt the Rules of
Procedure for Village Council.

Moved: _____

Seconded: _____

Yes: _____

No: _____

ABSENT: _____

RESOLUTION No. 42-21 Declared ADOPTED.

ADOPTED ON: June 28, 2021



Village Council
Item Cover Page

Meeting Date:	June 28, 2021
Agenda Item:	Village Administrator Review
Budget Impact:	\$3,000 increase in VA Salary
Recommendation:	None
Staff Contact:	Brady Selner, Village Administrator

Background:

In my employment contract, it stated that within the first month, I would meet with the Village to set goals for my first six months of employment. On December 28, 2020, Village Council agreed to the goals listed below to serve as the guide for my performance review on June 28, 2021. The green text provides an update on the goals listed.

Two Primary Goals:

1. Complete a thorough update to the Village of Shelby Personnel Policies. (This project is in progress and should be completed by the end of the year).
2. Develop an updated budget document that ties Village Council priorities to the budget as well as easier readability for stakeholders. (A budget summary was included in the FY2021-22 budget and will be enhanced in the following fiscal year. I am organizing a strategic planning session for August to use in the development of the FY2022-23 budget.)

In addition to the two primary goals listed above, the following is a list of additional goals to accomplish over the next 6 months. Goal number 6 was added following the December 17, 2020, Personnel Committee Meeting.

1. Develop a plan for the pocket park downtown. (Completed, the pocket park construction should begin soon).
2. Begin the process for a zoning ordinance rewrite. (Consultant selected and RRC Technical Assistance Grant awarded. Project kick-off anticipated for July Planning Commission meeting).
3. Update the zoning fee schedule. (A "master" fee schedule has been started that will list all applicable Village of Shelby fees.)

4. Submit the Asset Management Report to EGLE. (Completed and approved by EGLE.)
5. Manage the Getty Park project/grant. (Still waiting for NPS to issue grant agreement, have continued to prepare for the project as much as possible.)
6. **Create an action plan for economic development and continue to pursue RRC certification.** (Development sites have been uploaded to the website and RRC certification has made progress. A façade loan/grant program is being discussed and the formation of a DDA is being considered.)

The Personnel Committee met on June 21, 2021 and is recommending a \$3,000 increase to my salary.

Supporting Documents:

Resolution No. 43-21

Motion _____ by seconded by _____ to adopt Resolution No. 43-21.



June 28, 2021

RESOLUTION

No. 43-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to grant the \$3,000 wage increase for the Village Administrator, effective July 5, 2021, increasing the salary to \$68,000/year.

Moved: _____

Seconded: _____

Yes: _____

No: _____

ABSENT: _____

RESOLUTION No. 43-21 Declared ADOPTED.

ADOPTED ON: June 28, 2021

Check Proofing Report

06/22/2021 12:21 PM

Database: Shelby

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Payroll ID: 528

Check Post Date: 06/24/2021

Pay Period End Date: 06/20/2021

Application: PR

Name: 30077 - BUDDER, CRYSTAL

Active

Employee ID: 30077	Department ID: 215	Gross for Check: 1,745.60	Net After Dir Dep: 0.00
Withholding Status: Married	Federal Allow.: 1	Net for Check: 1,196.88	Total Deductions: 548.72
Pay Period End Date: 06/20/2021	State Allow.: 1	Reg. Hours: 81.00	Direct Deposit: 1,196.88
Check Date: 06/24/2021		OT Hours: 0.00	YTD Gross: 22,861.78
	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	20.50	76.50	0.00	1,568.25	19,475.38	FITW	86.16	1,170.58
PTO	CLERK/TREASURER	20.50	3.50	0.00	71.75	824.00	SITW	54.90	731.59
457 SS TAX	457 C/T ALLOC	64.00	0.00	0.00	65.60	838.40	SOCSEC_EE	106.07	1,389.38
101	101-215.000-702.000	40.00	1.00	0.00	40.00	920.00	MEDICARE_EE	24.81	324.94
							DELTA DENTAL	34.80	452.40
							457_EE	230.60	2,746.20
							VISION	11.38	147.94
							SSB	1,196.88	DEPOSIT

Leave Bank ID	Leave ID	Prev. Bal.	Comp Wrkd	Accrued	Lost	Taken	Buy Out	Adjusted	Net Change	New Balance
PTO	PERSONAL	126.00		0.00	0.00	3.50	0.00	0.00	-3.50	122.50
VAC	VACATION	120.00		0.00	0.00	0.00	0.00	0.00	0.00	120.00

Name: 30102 - FREES, DARRYL E

Active

Employee ID: 30102	Department ID: 441	Gross for Check: 1,694.00	Net After Dir Dep: 0.00
Withholding Status: Married	Federal Allow.: 0	Net for Check: 1,163.14	Total Deductions: 530.86
Pay Period End Date: 06/20/2021	State Allow.: 0	Reg. Hours: 80.00	Direct Deposit: 1,163.14
Check Date: 06/24/2021		OT Hours: 1.00	YTD Gross: 15,785.60
	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	20.00	18.00	0.00	360.00	12,420.00	FITW	167.47	1,698.19
441 H	202-463.000-702.000	20.00	6.50	0.00	130.00		SITW	72.00	670.91
441 H	203-463.000-702.000	20.00	6.50	0.00	130.00		SOCSEC_EE	105.03	978.71
441 H	590-000.000-702.000	20.00	13.00	0.00	260.00		MEDICARE_EE	24.56	228.89
441 H	591-000.000-702.000	20.00	25.00	1.00	530.00		457_EE %	161.80	1,392.40
441 H	101-441.000-702.000	20.00	3.00	0.00	60.00		SSB	200.00	DEPOSIT
457 SS TAX	DPW 457 ALLOC	64.00	0.00	0.00	64.00	505.60	SSB	963.14	DEPOSIT
PTO	DPW	20.00	8.00	0.00	160.00	400.00			

Leave Bank ID	Leave ID	Prev. Bal.	Comp Wrkd	Accrued	Lost	Taken	Buy Out	Adjusted	Net Change	New Balance
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= Deposited Ded/Exp * = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross

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Database: Shelby

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Payroll ID: 528

Check Post Date: 06/24/2021

Pay Period End Date: 06/20/2021

Application: PR

Leave Bank ID	Leave ID	Prev. Bal.	Comp Wrkd	Accrued	Lost	Taken	Buy Out	Adjusted	Net Change	New Balance
PTO	N/A	55.00		0.00	0.00	8.00	0.00	0.00	-8.00	47.00
VAC	VACATION	8.00		0.00	0.00	0.00	0.00	0.00	0.00	8.00

Name: 30083 - HELENHOUSE, JEREMIAH P Active

Employee ID: 30083	Department ID: 441	Gross for Check: 2,119.94	Net After Dir Dep: 0.00
Withholding Status: Single	Federal Allow.: 2	Net for Check: 1,524.15	Total Deductions: 595.79
Pay Period End Date: 06/20/2021	State Allow.: 2	Reg. Hours: 80.00	Direct Deposit: 1,524.15
Check Date: 06/24/2021		OT Hours: 0.00	YTD Gross: 22,334.82
	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
457 SS TAX	DPW 457 ALLOC	72.00	0.00	0.00	81.54	697.78	SITW	65.42	694.79
441 H	DPW SUPERVISOR	25.48	80.00	0.00	2,038.40	18,393.95	SOCSEC_EE	131.44	1,384.76
							MEDICARE_EE	30.73	323.85
							457_EE	203.84	1,988.93
							FITW	164.36	2,010.58
							SSB	1,524.15	DEPOSIT

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	51.50		0.00	0.00	0.00	0.00	0.00	0.00	51.50
	VACATION			0.00						
VAC	VACATION	40.00		0.00	0.00	0.00	0.00	0.00	0.00	40.00

Name: 30109 - KRAUSE, DAVID K Active

Employee ID: 30109	Department ID: 301	Gross for Check: 2,143.20	Net After Dir Dep: 0.00
Withholding Status: Married	Federal Allow.: 0	Net for Check: 1,582.07	Total Deductions: 561.13
Pay Period End Date: 06/20/2021	State Allow.: 0	Reg. Hours: 80.00	Direct Deposit: 1,582.07
Check Date: 06/24/2021		OT Hours: 0.00	YTD Gross: 17,744.92
	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	101-301.000-702.000	23.50	80.00	0.00	1,880.00	8,172.14	FITW	99.54	759.33
457 SS TAX	101-301.000-715.100	75.20	0.00	0.00	75.20	526.40	SITW	81.70	692.17
**301	101-301.000-702.000	0.00	8.00	0.00	188.00		SOCSEC_EE	128.99	1,076.90
**301	101-301.000-702.000	0.00	0.00	0.00	0.00		MEDICARE_EE	30.16	251.85
							HSA	50.00	350.00
							457_EE	157.92	1,082.95
							DELTA DENTAL	12.82	25.64
							HUNT	1,532.07	DEPOSIT

= 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: 528

Check Post Date: 06/24/2021

Pay Period End Date: 06/20/2021

Application: PR

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
							WSB	50.00	DEPOSIT

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

Name: 30075 - MACINTOSH, GREGORY Active

Employee ID: 30075	Department ID: 441	Gross for Check: 2,288.25	Net After Dir Dep: 0.00
Withholding Status: Single	Federal Allow.: 0	Net for Check: 1,498.04	Total Deductions: 790.21
Pay Period End Date: 06/20/2021	State Allow.: 0	Reg. Hours: 88.00	Direct Deposit: 1,498.04
Check Date: 06/24/2021		OT Hours: 7.00	YTD Gross: 32,451.24
	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
457 SS TAX	DPW 457 ALLOC	81.54	0.00	0.00	72.00	998.24	FITW	270.50	4,139.18
VACATION	DPW	22.50	27.00	0.00	607.50	3,791.65	SITW	90.30	1,293.53
441 H	101-441.000-702.000	22.50	8.00	0.00	180.00	23,372.67	SOCSEC_EE	141.87	2,011.98
441 H	101-691.000-702.000	22.50	17.00	0.00	382.50		MEDICARE_EE	33.18	470.54
441 H	202-463.000-702.000	22.50	2.00	0.00	45.00		FOC_GMACINTOSH	57.70	750.10
441 H	203-463.000-702.000	22.50	2.00	0.00	45.00		457_EE	163.53	2,015.46
441 H	590-000.000-702.000	22.50	9.00	4.00	337.50		HEALTH	33.13	430.69
441 H	591-000.000-702.000	22.50	23.00	3.00	618.75		SSB	1,498.04	DEPOSIT

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	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00
VAC	VACATION	62.00		0.00	0.00	27.00	0.00	0.00	-27.00	35.00

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: 06/20/2021	State Allow.: 0	Reg. Hours: 48.00	Direct Deposit: 676.62
Check Date: 06/24/2021		OT Hours: 0.00	YTD Gross: 9,652.00
	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
265	ADM ASSIST	16.00	48.00	0.00	768.00	9,652.00	SITW	32.64	410.21
							SOCSEC_EE	47.61	598.42
							MEDICARE_EE	11.13	139.95
							SSB	676.62	DEPOSIT

Name: 30100 - POLACEK, JAMIE M Active

Employee ID: 30100	Department ID: 265	Gross for Check: 77.35	Net After Dir Dep: 68.14
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= Deposited Ded/Exp * = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross

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Database: Shelby

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Payroll ID: 528 Check Post Date: 06/24/2021 Pay Period End Date: 06/20/2021 Application: PR

Withholding Status: Married	Federal Allow.: 0	Net for Check:	68.14	Total Deductions:	9.21
Pay Period End Date: 06/20/2021	State Allow.: 0	Reg. Hours:	5.95	Direct Deposit:	0.00
Check Date: 06/24/2021		OT Hours:	0.00	YTD Gross:	1,333.80
	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
265	101-265.000-702.000	13.00	5.95	0.00	77.35	1,333.80	SITW	3.29	56.68
							SOCSEC_EE	4.80	82.70
							MEDICARE_EE	1.12	19.34

Name: 30098 - ROESLER, DEAN C Active

Employee ID: 30098	Department ID: 301	Gross for Check:	187.00	Net After Dir Dep:	165.93
Withholding Status: Single	Federal Allow.: 1	Net for Check:	165.93	Total Deductions:	21.07
Pay Period End Date: 06/20/2021	State Allow.: 1	Reg. Hours:	11.00	Direct Deposit:	0.00
Check Date: 06/24/2021		OT Hours:	0.00	YTD Gross:	4,301.50
	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	11.00	0.00	187.00	4,301.50	FITW	2.83	264.92
							SITW	3.94	131.14
							SOCSEC_EE	11.59	266.69
							MEDICARE_EE	2.71	62.37

Name: 30078 - SEABOLT, KIRK Active

Employee ID: 30078	Department ID: 441	Gross for Check:	2,138.40	Net After Dir Dep:	0.00
Withholding Status: Married	Federal Allow.: 0	Net for Check:	1,403.17	Total Deductions:	735.23
Pay Period End Date: 06/20/2021	State Allow.: 0	Reg. Hours:	88.00	Direct Deposit:	1,403.17
Check Date: 06/24/2021		OT Hours:	4.00	YTD Gross:	27,613.70
	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
441 H	101-441.000-702.000	22.00	24.00	0.00	528.00	24,216.50	SITW	83.50	1,078.01
441 H	101-691.000-702.000	22.00	3.50	0.00	77.00		MEDICARE_EE	31.01	400.40
441 H	590-000.000-702.000	22.00	19.00	2.00	484.00		SOCSEC_EE	132.58	1,712.05
441 H	591-000.000-702.000	22.00	33.50	2.00	803.00		FITW	214.14	2,762.77
PTO	DPW	22.00	8.00	0.00	176.00	902.00	457_EE	173.80	2,249.04
457 SS TAX	DPW 457 ALLOC	70.40	0.00	0.00	70.40	915.20	HEALTH	96.75	1,257.75
							VISION	3.45	44.85
							SSB	1,403.17	DEPOSIT

Leave Bank ID	Leave ID	Prev. Bal.	Comp Wrkd	Accrued	Lost	Taken	Buy Out	Adjusted	Net Change	New Balance
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= Deposited Ded/Exp * = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross

Check Proofing Report

06/22/2021 12:21 PM

Database: Shelby

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Payroll ID: 528

Check Post Date: 06/24/2021

Pay Period End Date: 06/20/2021

Application: PR

Leave Bank ID	Leave ID	Prev. Bal.	Comp Wrkd	Accrued	Lost	Taken	Buy Out	Adjusted	Net Change	New Balance
PTO	PERSONAL	81.50		0.00	0.00	8.00	0.00	0.00	-8.00	73.50
VAC	VACATION	120.00		0.00	0.00	0.00	0.00	0.00	0.00	120.00

Name: 30114 - SELNER, BRADY D

Active

Employee ID:	30114	Department ID:	255	Gross for Check:	2,500.01	Net After Dir Dep:	0.00
Withholding Status:	Married	Federal Allow.:	0	Net for Check:	2,057.00	Total Deductions:	443.01
Pay Period End Date:	06/20/2021	State Allow.:	2	Reg. Hours:	80.00	Direct Deposit:	2,057.00
Check Date:	06/24/2021	Local Allow.:	00	OT Hours:	0.00	YTD Gross:	32,569.66
				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	42.50	0.00	1,328.13	30,078.13	FITW	150.23	1,965.15
PTO	101-255.000-702.000	31.25	37.50	0.00	1,171.88	1,171.88	SITW	89.69	1,170.26
							SOCSEC_EE	154.21	2,010.95
							MEDICARE_EE	36.06	470.30
							DELTA DENTAL	12.82	115.38
							LAKE	2,057.00	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	37.50	0.00	0.00	-37.50	58.50
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:	672.00	Net After Dir Dep:	575.04
Withholding Status:	Single	Federal Allow.:	0	Net for Check:	575.04	Total Deductions:	96.96
Pay Period End Date:	06/20/2021	State Allow.:	1	Reg. Hours:	48.00	Direct Deposit:	0.00
Check Date:	06/24/2021	Local Allow.:	00	OT Hours:	0.00	YTD Gross:	8,410.00
				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	21.00	0.00	294.00	8,410.00	FITW	3.55	226.64
441 H	590-000.000-702.000	14.00	22.00	0.00	308.00		SITW	20.55	277.34
441 H	661-000.000-702.000	14.00	5.00	0.00	70.00		SOCSEC_EE	41.66	521.42
							MEDICARE_EE	9.75	121.95
							UNION_AFL_CIO	21.45	21.45

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:	1,314.22	Total Deductions:	640.98
Pay Period End Date:	06/20/2021	State Allow.:	0	Reg. Hours:	80.00	Direct Deposit:	1,314.22
Check Date:	06/24/2021			OT Hours:	0.00	YTD Gross:	25,842.25

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

**Report to Finance
June 28, 2021**

Description	General	Major St.	Local St.	Sewer	Water	Motor Pool	Total
Affordable Gutters Inc.	Village Hall Gutter Repairs	\$ 475.00					\$ 475.00
Beckman Bros., Inc.	Road Gravel & Stone	\$ 8.00	\$ 22.19				\$ 52.38
Card Member Services	Credit Card Charges	\$ 25.20				\$ 28.99	\$ 54.19
Charter Spectrum	Village Hall Internet	\$ 227.39					\$ 227.39
City of Hart	Water Tests				\$ 75.00		\$ 75.00
Compaan Door & Operator	DPW Garage Door Repairs	\$ 648.00					\$ 648.00
Computer Refinery	Clerk & PD Repairs	\$ 547.47					\$ 547.47
Consumers Energy	Electricity	\$ 748.26		\$ 4,001.87	\$ 1,863.12		\$ 6,613.25
Fleis & Vandenbrink	DWRF App & MEDC Grant App			\$ 1,192.03	\$ 3,793.89		\$ 4,985.92
Helena Chemical	Hydrothol & Glyphosate - Lagoons			\$ 1,678.00			\$ 1,678.00
Jones Electric Company	Blower Motor Repairs			\$ 1,980.00			\$ 1,980.00
Jons To Go	Portable Restrooms	\$ 331.00					\$ 331.00
Oceana County Road Commission	Four Blades					\$ 377.58	\$ 377.58
Oceana's Herald-Journal	Annual Subscription	\$ 68.00					\$ 68.00
Staples	Gloves & Waste Liners	\$ 57.32		\$ 12.53	\$ 12.53	\$ 12.52	\$ 94.90
Trace Analytical	Weekly Discharge	\$ 14.00		\$ 130.00			\$ 130.00
Trinity Health	Drug Screening Collection Fees						\$ -
USDA	Sewer Bond Payment	\$ 88.17	\$ 17.63	\$ 103,528.75			\$ 103,528.75
Vision Care	Employee Vision Premium	\$ 309.00		\$ 21.06	\$ 21.06	\$ 4.77	\$ 170.32
Wufft Enterprises	Xerox Machine Retrun Shipping						\$ 309.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
General							\$ -
Major Street							\$ -
Local Street							\$ -
Sewer							\$ -
Water							\$ -
Motor Pool							\$ -
Total							\$ 144,535.03
Check Total							\$ 122,360.15

Signature: Steven Brattus
Date: 6/23/2021