



VILLAGE COUNCIL PACKET
MONDAY, March 8, 2021

Prepared by:

Crystal Budde, Village Clerk

Brady Selner, Village Administrator

MEETING AGENDA

Village Council of the Village of Shelby
Monday, March 8, 2021
Regular Council Meeting – 6:30 P.M.



VIA ZOOM ONLY

Public access to this meeting can be accomplished online by connecting to “Join a Meeting” at: www.zoom.us, then entering the meeting I.D. : 863 4665 8094 and password: 953975. To connect via telephone, dial 312-626-6799. See the “Zoom Participation Process” on the Shelby website for more details and instructions (www.shelbyvillage.com/council)

Agenda Topics:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Review minutes of the previous meeting:
 - a) Monday, February 22, 2021 AR
5. Additions to Agenda
6. President’s Report
7. Village Administrator’s Report
8. Department Heads’ Report
9. Correspondence:
 - a) FEMA Letter
10. Public Participation (Go to Shelbyvillage.com/council for instructions):
11. Old Business:
 - a) 15 S. State Street Zoning Map Amendment AR
12. New Business:
 - a) Planning Commission Appointment AR
 - b) Police Department Wage Increase AR
 - c) Dave Krause Wage Adjustment AR
 - d) DPW Part-Time Position AR
 - e) Greg MacIntosh Wage Adjustment 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: Damien Omness |
| g.) Ordinances | Chair: Bill Glover, Co-Chair: Dan Zaverl |

14. Payment of Bills: March 8, 2021

15. Adjournment:

AR-Action Requested
D-Discussion Item

NEXT MEETING:	March 22, 2021
NEXT RESOLUTION:	21-21
NEXT PROCLAMATION:	01-21
NEXT ORDINANCE:	01-21



VILLAGE OF SHELBY
REGULAR COUNCIL MEETING OF February 22, 2021 at 6:30 P.M.
COUNCIL PROCEEDINGS
Via Zoom

1. CALL TO ORDER:

The regular meeting of the Common Council of the Village of Shelby was called to order at 6:32 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, and Police Chief Steve Waltz.

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

4. MINUTES:

a.) February 8, 2021

Steve Crothers moved to approve the minutes of the Regular Council Meeting of February 22, 2021 as prepared.

Seconded by: Bill Glover.

Roll Call Vote:

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

Motion Carried 7-0.

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 police cruiser was delivered on Friday, February 12, and taken to Windridge to have the police decals put on it. The cruiser was put into service and on the road on February 16th.

Over the next couple of weeks, VA Selner will be working with staff to continue to develop and update the Village of Shelby Employee Handbook/Personnel Policy. Kelly Omness has compiled several policies from other municipalities into one document. This document will be used as the starting point to develop and update the Village's Personnel Policy. Once a draft has been completed, a Personnel Committee meeting will be scheduled to review the policy.

VA Selner has received proposals from two companies to perform an update to the Village's General

Law Ordinances. An Ordinance Committee meeting will be scheduled soon to review the proposals and to recommend a consulting firm to the Village Council.

A Water and Sanitation Committee meeting will be scheduled soon for the final discussion of the update to the Village of Shelby Water and Sewer connection fees. VA Selner is finalizing information to bring to the Committee for consideration.

The strategic planning session with Ottawa County Administrator Al Vandenberg has been postponed until April or May. A specific date will be put on the calendar once indoor gatherings are permitted by MDHHS.

There has been discussion this week regarding downtown snow removal. In an effort to reduce confusion and to clearly identify the Village's snow removal procedure, VA Selner has developed a written plan with assistance from the DPW department.

8. DEPARTMENT HEADS' REPORTS:

Chief Waltz reported that the new cruiser is now in service.

VA Selner reported, on behalf of the DPW, that the Harvey Street Pump has been dropped off to Professional Pump for repairs. The Supervisory Control and Data Acquisition control system (SCADA) which handles all the Village's alarms is in need of repairs and VA Selner will update Council once he receives more information.

9. CORRESPONDENCE: No Correspondence.

10. CITIZEN PARTICIPATION: No Citizen Participation.

11. PUBLIC HEARING:

a.) Proposed Fiscal Year 2021-2022 Budget

President Inglis opened the Fiscal Year 2021-2022 Budget Public Hearing at 6:40 P.M.

VA Selner reported that the Finance and Insurance Committee of the Whole met on February 15, 2021 to review the proposed Fiscal Year 2021-2022 budget. The budget message is intended to give a clear overview of this year's budget and highlight significant items considered during the budget development. Many of the items found in this budget will create the foundation to move the Village forward; also following through with previously planned projects. (See Attached)

The proposed Fiscal Year budget accounts for the projected General Fund revenues of \$601,150.00 and General Fund expenditures of \$724,910.00 which will require a transfer from reserves in the amount of \$123,760.00. The transfer from reserves will most likely be significantly less pending any fiscal donations for the first phase of the Getty Park Project. The projected revenue in the General Investment Fund is \$5,000.00 with no expenses. The Major Streets Fund projected revenues are 261,200.00 with \$231,223.00 in expenses; Local Streets projected revenues are \$202,000.00 with expenses of \$399,256.00 which accounts for the number of streets that will be resurfaced in the

upcoming year and the Village was awarded an MDOT Grant that will cover 50% off the costs; Sewer Fund projected revenues are \$387,400.00 with expenses of \$399,256.00 which will require a transfer from reserves in the amount of \$11,856.00; Water Fund projected revenues are \$312,140.00 with expenses of \$316,436.00 and will require a transfer from reserves of \$4,296.00; and, Equipment Pool Fund projected revenues are \$107,500.00 with expenses of \$160,096.00 which will require a transfer from reserves in the amount of \$52,596.00. The purchase of 2 new DPW pickup trucks creates the need for the transfer from reserves in the Equipment Pool Fund. (See attached)

There was no public participation regarding the Village's proposed Fiscal Year 2021-2022 Budget.

President Inglis closed the Public Hearing at 6:53 P.M.

12. OLD BUSINESS: No Old Business.

13. NEW BUSINESS:

a.) Planning Commission Appointment

Mark Baker's Planning Commission term recently expired and he has decided not to serve another term. The Village received a Planning Commission Vacant Seat Application from Ross Field. The Village of Shelby Planning Commission Bylaws State; "Vacancies shall be appointed promptly by the Village President, with the approval of the Village Council, upon the resignation or removal of a Planning Commission member. Successors shall serve out the unexpired term of the member being replaced." If Ross Field is appointed, his term would expire on December 31, 2023.

Bill Glover moved to adopt Resolution Number 10-21. (See attached)
Seconded by: Steve Crothers.

Roll Call Vote:

Ayes: Glover, Crothers, Zaverl, Sutton, Omness, Harris, and Inglis.
Motion Carried 7-0.

b.) Section 3.11 Zoning Ordinance Text Amendment

The Planning Commission held a Public Hearing and considered a text amendment to Section 3.11 of the Village of Shelby Zoning Ordinance at their February 16, 2021 Planning Commission meeting. No public comments were received during the Public Hearing, and the Planning Commission passed a resolution recommending approval of the Section 3.11 text amendments. A summary of the amendments to Section 3.11 are as follows:

1. Allow two accessory buildings on any property.
2. Prohibit shipping containers as accessory storage structures.
3. Omit the provision regarding sheet metal siding on accessory buildings.
4. Limit the size of all accessory buildings to take up less than 30% of the required yard for a residential building.

If the Village Council considers changes, additions, or amendments to the proposed zoning

amendment, the changes may be referred back to the Planning Commission for consideration and comment within the legislative body's specified period of time. If approved, the zoning map amendment will take effect seven days after "notice of adoption" has been published in the newspaper or a later date specified by the Village Council.

John Sutton moved to adopt Resolution Number 11-21. (See attached)
Seconded by: Damian Omness.

Roll Call Vote:

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

Motion Carried 7-0.

c.) 15 S. State Street Zoning Map Amendment

The Planning Commission held a Public Hearing and considered a map amendment to the Village of Shelby zoning map at their February 16, 2021 Planning Commission meeting. Public comment was received from Andy Near regarding the request. He had questions relating to the future land use map and future updates to the Village of Shelby Zoning Ordinance and zoning map. The Planning Commission passed a resolution recommending approval of the proposed map amendment for 15 S. State Street. The map amendment request will change 15 S. State Street (parcel 046-502-005-50) from C-2, General Business, to R-3, Multiple Family Residential. There are very slight differences in the R-2 and R-3 zoning districts under this future land use classification. In R-2, multi-family dwellings areas require a special land use, while multi-family dwellings under R-3 are permitted by right.

Bill Glover moved to send the zoning map amendment back to the Planning Commission in order to zone the property at 15 S. State Street as R-2 opposed to R-3.

Seconded by: Damian Omness.

Roll Call vote:

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

Motion Carried 7-0.

d.) MDOT TEDF B Grant Contract

Village Council authorized Don DeVries of Fleis & VandenBrink Engineering to apply for the MDOT-TEDF Category B Grant on May 26, 2020. The Village was notified of the grant award on August 11, 2020. The next step in the process is to pass a resolution naming the officials authorized to sign the contract. The contract agreement by and between the Village of Shelby and MDOT will go before the STC Committee on February 25, 2021. Once the contract is approved, and once the Contracting Units have received the two signed copies from the Village, the contract will go to the MDOT Director to be fully executed.

Steve Crothers moved to adopt Resolution Number 13-21.

Seconded by: Damian Omness.

Roll Call Vote:

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

Motion Carried 7-0.

e.) February 2021 Budget Amendments

A number of line items in all funds have gone over budget. Most of which are due to unexpected expenses. The General Fund differences are due to incorrect budgeting for wages. The Village did not expect to have Bill Cousins with as its Interim VA. Also, the purchase of the pocket park on Michigan Avenue was an unexpected purchase. The General; Major Streets; Local Streets; Sewer; and, Water Funds are showing net surpluses.

The Equipment Pool fund requires an increase in the amount needed from the Village's fund balance. Though the budget did account for the transfer from reserves for the purchase of two new vehicles, the purchase amount was \$16,608.00 more than what had been budgeted. The budget amendments are required in order to comply with the Uniform Budgeting and Accounting Act.

Steve Crothers moved to adopt Resolution Number 14-21. (See attached)
Seconded by: Bill Glover.

Roll Call Vote:

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

Motion Carried 7-0.

f.) Fiscal Year 2021/2022 Budget

Steve Crothers moved to adopt Resolution Number 15-21. (See attached)
Seconded by: Damian Omness.

Roll Call Vote:

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

Motion Carried 7-0.

14. COMMITTEE REPORTS:

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

The Planning Commission will meet on March 16th and will take another look at the Zoning amendment for 15 S. State Street. Welcome Ross Fields to the Planning Commission.

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:

The Parks, Recreation, and Buildings Committee met on February 11th to discuss a number of cost saving ideas for the Getty Park Project and discussed the Pocket Park and potential future use of the space.

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.

15. PAYMENT OF BILLS: Steve Crothers moved to approve the payment of the bills in the amount of \$76,200.24.

Seconded by: Bill Harris.

Roll Call Vote:

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

Motion Carried 7-0.

16. ADJOURNMENT: John Sutton moved to adjourn the meeting at 7:36 P.M.

Seconded by: Damian Omness.

Roll Call Vote:

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

Motion Carried 7-0.

Council minutes are not official until approved at the March 8, 2021 Council meeting.

Approved

Minutes Respectfully Submitted by Crystal Budde, Village Clerk/Treasurer

Date



February 22, 2021

RESOLUTION

No. 10-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to appoint Ross A. Field to fill the vacancy on the Village of Shelby Planning Commission; term to expire December 23, 2023.

Moved: Bill Glover

Seconded: Steve Crothers

Yes: Glover, Crothers, Zaveri, Sutton, Omness, Harris and Inglis.

No: Ø

ABSENT: Ø

RESOLUTION No. 10-21 Declared ADOPTED.
ADOPTED ON: February 22, 2021



February 22, 2021

RESOLUTION

No. 11-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to amend Section 3.11,
Accessory Buildings and Structures, in the Village of Shelby Zoning
Ordinance, attached as Exhibit A.

Moved: John Sutton

Seconded: Damian Omness

Yes: Sutton, Omness, Glover, Crothers, Zaveri, Harris and Inglis

No: 0

ABSENT: 0

RESOLUTION No. 11-21 Declared ADOPTED.

ADOPTED ON: February 22, 2021

Exhibit A

SECTION 3.11 ACCESSORY BUILDINGS AND STRUCTURES

- A. Unless associated with a bona-fide agricultural operation, no accessory building shall be permitted on any lot which does not contain a main building unless a permit for a main building has also been secured for that lot.
- B. Attached accessory buildings and structures that are structurally part of the main building shall conform to the setback requirements of the main building.
- C. Detached accessory buildings shall be a minimum of ten (10) feet from any other building or structure.
- D. Detached accessory buildings in the Village shall be a minimum of five (5) feet from rear or side property lines and shall not be permitted in the front yard. Detached accessory buildings in the Township shall be set back fifty (50) feet from any property line.
- E. In the Township, accessory building(s) shall not be erected in any required front yard. In the Village, accessory buildings are not permitted in the front yard.
- F. In the Village, no more than two (2) accessory buildings shall be located on any parcel within any Zoning District.
- G. No accessory building shall be used in any part for residential dwelling or sleeping purposes.
- H. Manufactured homes, semi-trailers, shipping containers, or other vehicles shall not be used as accessory storage structures.
- I. No accessory building shall occupy any portion of a required greenbelt or buffer in any District.
- J. After the construction of an accessory building upon a parcel of land, no subsequent division of that land shall be made which would cause the building located thereon to be in violation of the terms of this Ordinance.
- K. A zoning permit shall be secured prior to the placement of any accessory building.
- L. The maximum height of accessory structures in the Township shall be twenty four (24) feet.
- M. The total square footage of all detached accessory buildings associated with residential uses in the Village shall not exceed thirty percent (30%) of the required rear yard and the restrictions shown in the following table:

Minimum Lot Size	Maximum Square Footage (GFA)	Maximum Height (ft)
3,000 sq. ft.	384 sq ft (e.g. 16 x 24)	14
5,000 sq. ft.	672 sq ft (e.g. 24 x 28)	14
10,000 sq. ft.	864 sq ft (e.g., 24 x 36)	18
15,000 sq. ft.	1,080 sq ft (e.g. 30 x 36)	20
20,000 sq. ft.	1,200 sq ft (e.g., 30 x 40)	24
35,000 sq. ft.	1,600 sq ft (e.g., 40 x 40)	28
1 acres +	2,000 sq ft (e.g., 40 x 50)	28



February 22, 2021

RESOLUTION

No. 13-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to authorize Brady Selner, Village Administrator, and Paul E. Inglis, Council President, to sign the Michigan Department of Transportation Contract, Contract No. 21-5048.

Moved: Steve Crothers

Seconded: Damian Omness

Yes: Crothers, Omness, Glover, Zaveri, Sutton, Harris and Inglis.

No: Ø

ABSENT: Ø

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 22th day of February 2021, in the Village of Shelby, Oceana County, State of Michigan, with a quorum present.

Crystal Budde

Crystal Budde, Clerk/Treasurer
Village of Shelby

RESOLUTION No. 13-21 Declared ADOPTED.

ADOPTED ON: February 22, 2021



February 22, 2021

RESOLUTION

No. 14-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to approve the following budget amendments:

General Fund	Revenue	from	\$606,657.16 to \$641,071.16
	Expenditure	from	\$583,779.17 to \$638,816.16
Major Street Fund	Revenue	from	\$261,800.00 to \$281,800.00
	Expenditure	from	\$163,244.00 to \$167,012.00
Local Street Fund	Revenue	from	\$244,999.80 to \$248,830.00
	Expenditure	from	\$244,999.80 to \$247,993.00
Sewer Fund	Revenue	from	\$433,419.56 to \$442,064.00
	Expenditure	from	\$433,419.56 (no amendment needed)
Water Fund	Revenue	from	\$479,419.32 to \$492,175.00
	Expenditure	from	\$479,419.32 to \$479,379.00
Equipment Fund	Revenue	from	\$156,925.43 to \$173,533.00
	Expenditures	from	\$156,925.00 to \$173,533.00

Moved: Steve Crothers

Seconded: Bill Glover

Yes: Crothers, Glover, Zaveri, Suttin, Omness, Harris and Inglis

No: Ø

ABSENT: Ø

RESOLUTION No. 14-21 Declared ADOPTED.

ADOPTED ON: February 22, 2021



February 22, 2021

RESOLUTION

No. 15-21

TO ADOPT THE VILLAGE OF SHELBY 2021-2022 ANNUAL BUDGET

VILLAGE OF SHELBY, OCEANA COUNTY, MI

At a Regular Meeting of the Common Council of the Village of Shelby, Oceana County, Michigan, held virtually via Zoom, on February 22, 2021, the following Resolution was offered.

WHEREAS, the Chief Administrative Officer of the Village of Shelby has prepared and presented a budget to commence March 1, 2021 to expire February 28, 2022, for Fiscal Year 2021 - 2022, and;

WHEREAS, the Village of Shelby did hold a Public Hearing on the purposed Fiscal Year 2021 - 2022 Budget, with proper notification to the public to solicit comments, and;

WHEREAS, it is necessary to provide for the implementation, operation and periodic adjustment of this act;

WHEREAS, it has been determined that the following property taxes, State shared revenues, rates, charges, and transfers shall be available and necessary for the 2021-22 budget year;

VILLAGE OF SHELBY
RECOMMENDED BUDGET WORKSHEET
SUMMARY OF RECOMMENDED BUDGET
AS OF 03/01/2021

		Revenue	Expense	Fund Balance Change	Projected Fund Balance 2/28/2022
General Fund	101	\$ 601,150.00	\$ 724,910.00	\$ (123,760.00)	\$ 411,222.00
General Investment Fund	103	\$ 5,000.00	\$ -	\$ 5,000.00	
Major Street	202	\$ 261,200.00	\$ 231,223.00	\$ 29,977.00	\$ 840,093.00
Local Street	203	\$ 202,000.00	\$ 327,156.00	\$ (125,156.00)	\$ 859,722.00
Sewer Fund	590	\$ 387,400.00	\$ 399,256.00	\$ (11,856.00)	\$ 549,062.00
Water Fund	591	\$ 312,140.00	\$ 316,436.00	\$ (4,296.00)	\$ 112,100.00
Equipment Pool Fund	661	\$ 107,500.00	\$ 160,096.00	\$ (52,596.00)	\$ 349,178.00
All Funds		\$ 1,876,390.00	\$ 2,159,077.00	\$ (282,687.00)	\$ 3,121,377.00

NOW, THEREFORE, BE IT RESOLVED, That the proposed budget document as presented by the Village Administrator, titled Village of Shelby Fiscal Year 2020 - 2021 Budget, covering March 1, 2020 through February 28, 2021, be adopted by fund, and the Village Administrator is hereby authorized to make

expenditures and inter-fund transfers provided for in said budget, provided such expenditures are made in accordance with the General Law Village Charter, the Uniform Budgeting and Accounting Act (MCL 141.412), and Village Policies;

BE IT FURTHER RESOLVED, The Village of Shelby does hereby adopt the Five-Year Capital Improvements Plan as an attachment to the Fiscal Year 2021/2022 Budget.

Moved: Steve Crothers,

Seconded: Damian Omness

Yes: Crothers, Omness, Glover, Zaveri, Sutton, Harris and Ingli's.

No: B

ABSENT: Ø

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 22th day of February 2021, in the Village of Shelby, Oceana County, State of Michigan, with a quorum present.

Crystal Budde
Crystal Budde, Clerk/Treasurer
Village of Shelby

RESOLUTION No. 15-21 Declared ADOPTED.
ADOPTED ON: February 22, 2021



Date: March 5, 2021

To: Paul Inglis, Village President
Village Council Members

From: Brady Selner, Village Administrator

Subject: Administrator's Report for the March 8, 2021 Council Meeting

MDHHS Gatherings and Face Mask Order: Effective March 5, 2021, at 12:01 AM, the new order allows for in person meetings up to 25 people subject to all applicable and distancing requirements. We plan to resume in person Committee meetings at Village Hall and will be looking for a location to use for our Council meeting on March 22, 2021. The most recent order is set to expire April 19, 2021, at 11:59pm. We will continue to monitor and adjust as needed.

Shelby Wastewater Facility: The first week of March we had a technician from Windemuller Electric, Inc. to diagnose a couple of problems we were having with the aeration blowers at our wastewater facility. Blower one had a variable frequency drive temperature issue due to the extreme cold weather we had a couple of weeks back. Windemuller provided a proposal to install a cabinet heater with thermostat to reduce the chance of this problem occurring in the future. The cost of the proposal was \$1,125. This project will be considered in the future. The diagnosis on blower two was a motor issue. DPW removed the motor and Jones Electric, Co. picked it up to determine the issue and provide the Village with our options. I will be sure to inform the Water & Sanitation Committee once I hear back.

DPW Staff: We have been notified that our DPW staff on National Guard Duty will tentatively return to Michigan on March 12, 2021.

Past Due Water Bills: As of Monday, March 8, 2021, the Village had an outstanding balance of \$39,000 for past due water payments on 152 accounts. Senate Bill 241, Water Shutoff Restoration Act, restricting water shut offs is scheduled to end March 31, 2021. The Village has sent letters offering the ability to set up payment plans to address past due accounts.

Committee Work: I have been working to gather the necessary information for the upcoming Water & Sanitation and Ordinance Committee meetings. The meetings will be scheduled the week of March 15.

Council/ZBA Training Opportunities: MML is hosting a newly elected officials training on Saturday, April 10, from 8:30 am – 12:25 pm. Please let me know if anyone is interested in attending. Bill Cousins reached out and provided information on training events he recently attended. I have copied the links to the videos below. They run about 2.5 hours long. I strongly encourage Village Council to watch "The Essentials of Being a Zoning Board of Appeals Member."

February 16, 2021 – *“Understanding Your Role as a Planning Commissioner”*

<https://www.youtube.com/watch?v=GcXY1Ju51OQ&feature=youtu.be>

February 18, 2021 – *“The Essentials of Being a Zoning Board of Appeals Member”*

<https://www.youtube.com/watch?v=D3Mc7ciGgY&feature=youtu.be>

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 Council 3/8/21:

February 2021 had numerous changes that I want to share with council. We have a new Ford Explorer Police cruiser that began its service for the Village of Shelby a couple of weeks ago. So far, the vehicle is performing as expected. The car has few safety features that the officers are enjoying. This vehicle has a hands-free phone connection that is useful and will hopefully reduce the possibility of a crash by reducing distraction. The other nice safety feature is a molded plastic rear seat where an arrestee cannot hide any contraband and also has seatbelts that come from the center and buckle at the door end of the seat, so that Officers do not have to reach over an arrestee to get him/her sea belted in, this vehicle should last many years. Arrowhead Upfitters in Lapeer, MI and Shelby's own Windridge completed the design and installed the graphics on the vehicle. Both did an excellent job!



I want to thank Amanda Payne for her service to the Shelby Police Department. Amanda really like working in and for the residents of Shelby, and she did a fantastic job. We wish her happiness in her new full-time career with Pentwater Police Department. Amanda has agreed to stay on as a part time officer for Shelby, should the need arise.

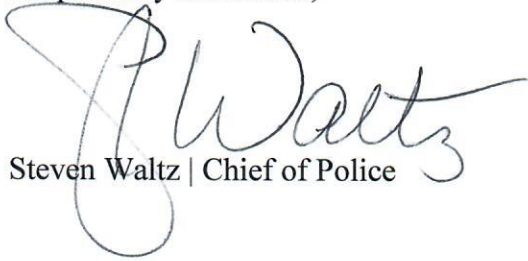
In response to the resignation of Officer Payne, we are pleased to have hired David Krause. David Krause had 21 years of law enforcement experience with Ludington PD. He brings with him many skills including skills learned while working in an undercover capacity with the multijurisdictional drug team in the area (SSCENT).

Now that some of the snow is melting away, we have begun to enforce some blight that we are seeing around the Village. We are hopeful that residents will comply without the need for formal action.

Next month I will update you on changing laws that legislators rammed through during a lame duck session in December. These changes will take place April 1st, 2021.

February Crime stats are attached.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "S. Waltz". The signature is written in a cursive style with a large, looping initial "S" and a trailing flourish.

Steven Waltz | Chief of Police

Shelby PD Offense Summary

Occurred 2/1/2021 - 2/28/2021

Offense	Total Offenses
2699 - 26001 - Fraud (Other)	1
5005 - 50000 - Contempt of Court	1
5006 - 50000 - Obstructing Justice	1
5561 - 55000 - Animals at Large	2
8271 - 54003 - Traffic - No Operators License	1
8280 - 54003 - Traffic - No Proof of Insurance	1
9201 - 92001 - Civil Custodies - Divorce and Support	4
9220 - 92003 - Civil Custodies - Walk Away - Mental Institute/Hospital	1
9910 - 93001 - Traffic, Non-Criminal - Accident	1
9911 - 93002 - Traffic, Non-Criminal - Non-Traffic Accident	1
9939 - 98002 - Inspections/Investigations - Vehicle/VIN/School Bus	1
9940 - 98003 - Inspections/Investigations - Property	2
9942 - 98006 - Inspections/Investigations - Family Trouble	3
9943 - 98007 - Inspections/Investigations - Suspicious Situations	7
9948 - 99003 - Miscellaneous - Missing Persons	1
9953 - 99008 - Miscellaneous - General Assistance	11
9954 - 99008 - Miscellaneous - Assist to Fire Department	1
9955 - 99008 - Miscellaneous - Assist to EMS	2
9956 - 99008 - Miscellaneous - Assist to Other Police Agency	3
Total	45



Federal Emergency Management Agency

Washington, D.C. 20472

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

IN REPLY REFER TO:
115NP-CWG (NSFHA)

February 24, 2021

The Honorable Paul E. Inglis
President, Village of Shelby
P.O. Box 386
Shelby, Michigan 49455

Community: Village of Shelby,
Oceana County,
Michigan
Community No.: 261872
Map Panels Affected: See FIRM Index

Dear Mr. Inglis:

The Department of Homeland Security's Federal Emergency Management Agency (FEMA) recently completed a revision to the countywide Flood Insurance Study (FIS) report and Flood Insurance Rate Map (FIRM) for Oceana County, Michigan (All Jurisdictions). Although your community is unaffected by the updated flood hazard information presented in the FIS report and FIRM, your community does lie on one or more of the revised map panels. The revised map panels will become effective as of August 24, 2021, and revise the FIRM which was in effect prior to that date. Final printed copies will be sent to you in the near future.

While FEMA has determined that no Special Flood Hazard Areas (areas inundated by a flood having a 1-percent chance of being equaled or exceeded in any given year, i.e., the base flood), exist at this time within the corporate limits of your community, it should be recognized that floods larger than the 1-percent annual chance flood do occur. Therefore, your community should exercise care in evaluating new development that could aggravate or create flood problems in your community or in adjacent communities.

Your community is currently not participating in the National Flood Insurance Program (NFIP). We urge your community to reconsider participation. By participating in the NFIP, your community will make it possible for your residents to purchase the insurance coverage that is made available under the NFIP. In addition, your community will obtain the technical information and guidance you need to establish a sound program of floodplain management for the protection of lives and property. If you need assistance or more detailed information about the NFIP, please contact our regional office at the address and telephone number provided below.

Because your community is not currently participating in the NFIP, the sanctions outlined in the Flood Disaster Protection Act of 1973 apply. Questions 11, 14, 19 and 20 of the enclosed *Answers to Questions about the National Flood Insurance Program* brochure discuss those provisions of the 1973 Act.

If your community is encountering difficulties in enacting the necessary floodplain management measures, we urge you to call the Director, Mitigation Division of FEMA in Chicago, Illinois at (312) 408-5500 for assistance. If you have any questions concerning mapping issues in general, please call our FEMA Mapping and Insurance eXchange (FMIX) toll-free at 1-877-FEMA-MAP (1-877-336-2627). Additional information and resources your community may find helpful regarding the NFIP and floodplain management, such as *The National Flood Insurance Program Code of Federal Regulations*, *Answers to Questions About the NFIP*, *Frequently Asked Questions Regarding the Effect*

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that Revised Flood Hazards have on Existing Structures, Use of Flood Insurance Study (FIS) Data as Available Data, and National Flood Insurance Program Elevation Certificate and Instructions, can be found on our website at <https://www.fema.gov/flood-maps/change-your-flood-zone/letter-final-determination>. Paper copies of these documents may also be obtained by calling FMIX.

Sincerely,

A handwritten signature in black ink, appearing to read 'Luis Rodriguez', is written over a faint, illegible typed name.

Luis Rodriguez, P.E., Director
Engineering and Modeling Division
Federal Insurance and Mitigation Administration

Enclosure:

Answers to Questions about the National Flood Insurance Program

cc: Community Map Repository
Mr. Brady Selner, Village Administrator, Village of Shelby



Village Council
Item Cover Page

Meeting Date: 3/8/2021
Agenda Item: 15 S. State Street Zoning Map Amendment
Recommendation: Approve 15 S. State Street Zoning Map Amendment
Budget Impact: None
Staff Contact: Brady Selner, Village Administrator

Background:

The Planning Commission held a public hearing and considered a map amendment to the Village of Shelby zoning map at their February 16, 2021 Planning Commission meeting. Public comment was received from Andy Near regarding the request. He had questions relating to the future land use map and future updates to the Village of Shelby Zoning Ordinance and zoning map. The Planning Commission passed a resolution recommending approval of the proposed map amendment for 15 S. State Street. The map amendment request will change 15 S. State Street (parcel 046-502-005-50) from C-2, General Business, to R-3, Multiple Family Residential. The staff report provided to the Planning Commission, attached to this item cover page, explains the request in further detail.

Village Council considered this item at their February 22, 2021, meeting and made a motion to send it back to the Planning Commission to consider rezoning the property to R-2 instead of R-3. The Village Council can amend the Planning Commission recommendation in lieu of having it reconsidered at the March 16, 2021, Planning Commission meeting. The applicant is agreeable to have the property rezoned to R-2. If approved (as amended), the zoning map amendment will take effect seven days after 'notice of adoption' has been published in the newspaper or a later date specified by the Village Council.

Supporting Documents:

Materials from the 2-16-21 Planning Commission Packet
Resolution No. 12-21

**Motion by _____ seconded by _____ to adopt
Resolution No. 12-21.**



Memorandum

Date: February 10, 2021
To: John Sutton, Co-Chair, Shelby Planning Commission
Planning Commission Members
From: Brady Selner, Village Administrator
Subject: Zoning Map Amendment, 15 S. State Street

ACTION REQUESTED BY THE PLANNING COMMISSION	To review a zoning map amendment and to recommend approval or denial of the request to the Shelby Village Council.
PROJECT TYPE	Zoning Map Amendment
PROPERTY ADDRESS	15 S. State Street
PARCEL NUMBERS	046-502-005-50
ZONING DISTRICT	C-2
FUTURE LAND USE DESIGNATION	Traditional Residential - 2020 Master Plan
GENERAL LOCATION OF PROJECT SITE	The parcel subject to this rezoning request is on the southwest corner of First Street and S. State Street
APPLICANT NAME	Michael Allen

Request

The applicant is requesting to rezone the property located at 15 S. State St (parcel number 046-502-005-50) from C-2, General Business District, to R-3, Multiple Family Residential District.

Relevant Sections of the Zoning Ordinance and 2020 Master Plan

The future land use map has this property designated Traditional Residential. Compatible zoning districts with this future land use classification include R-2 and R-3. Overall, there are very slight differences in the R-2 and R-3 zoning districts. In R-2, multi-family dwellings are a special land use, while in R-3 they are permitted by right. In R-2, elderly housing is a special land use, while in R-3 they are permitted by right.



TRADITIONAL RESIDENTIAL

Similar to the Modern Residential designation, single family homes and related uses are the primary use in this future land use designation. However, neighborhoods in this designation are arranged in a traditional grid pattern that is characteristic of historic villages. Due to its proximity to downtown Shelby, this designation is intended to accommodate a higher residential density than the Modern Residential designation. This may include compatible two-family and multi-unit housing types, such as duplexes, townhouses, apartments, and condominiums. Small-scale neighborhood parks and limited commercial uses may also be present in this designation to serve the immediate population.

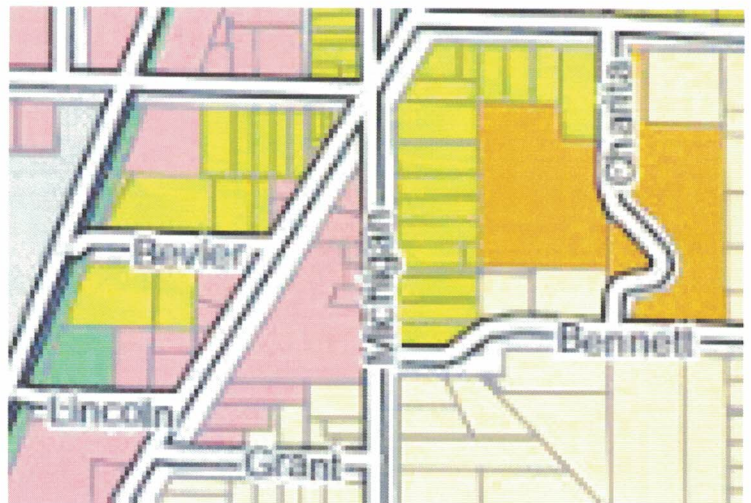
This designation generally accommodates a greater residential density than the Modern Residential designation and has an increased number of sidewalk connections to the downtown. Neighborhoods should be constructed of high-quality materials and future development should remain consistent with the traditional design, including front porches facing the street and relatively small setbacks that create a consistent streetwall with neighboring properties.

Primary Compatible Zoning Districts	Potentially Compatible Zoning District	Residential Density	Features
R-2, R-3	R-1, C-2	4-6 dwelling units per acre	Open community spaces, sidewalks, street trees, street lights, landscaping

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MAP 5. FUTURE LAND USE

- Designation**
- Downtown
 - General Business
 - Industrial
 - Civic
 - Modern Residential
 - Traditional Residential
 - Multiple-Family Residential
 - Manufactured Home Park



Chapter 6 RR, R-1, R-2 AND R-3 RESIDENTIAL DISTRICTS

INTENT AND PURPOSE

The regulations of these Districts are intended to encourage a suitable environment for a variety of residential densities, and compatible supportive recreational, institutional, and educational uses. The intent of the Districts is to protect residential areas from the encroachment of uses that are not appropriate to a residential environment.

TABLE OF USES

The following abbreviations apply to the Table of Uses for the RR Rural Residential; R-1, Low Density Residential, R-2, Medium Density Residential, and R-3, Multiple Family Residential districts:

P: Permitted Use: Land and/or buildings in this District may be used for the purposes listed by right.

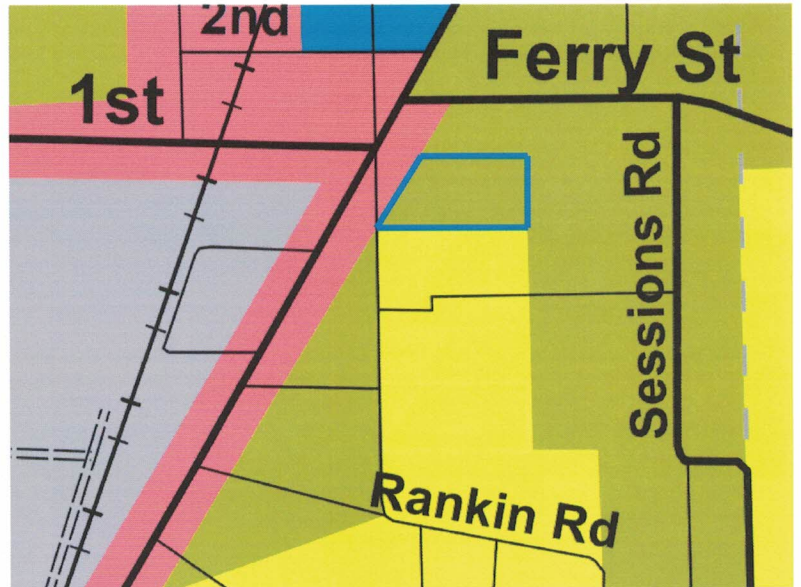
SLU: Special Land Use: The following uses may be permitted by obtaining Special Land Use approval when all applicable standards cited in Chapter 11 are met.

NP: Not Permitted: The use is not permitted in the District.

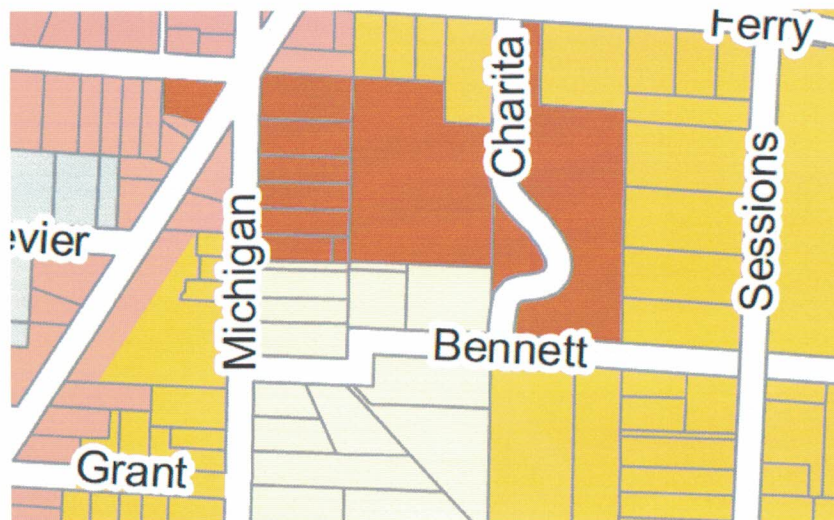
Table 6-1: Table of Uses		RR	R-1	R-2	R-3
Accessory Uses	Accessory structures and uses as defined in Chapter 2 and subject to Section 3.11	P	P	P	P
	Home occupation subject to Section 3.24	P	P	P	P
	Group day care home	SLU	SLU	SLU	SLU
	Bed and breakfast establishment	SLU	SLU	SLU	SLU
Residential Uses	State licensed residential facility, family care facility.	P	P	P	P
	State licensed residential facility Small Group Home Care Facility	SLU	SLU	SLU	SLU
	State licensed residential facility Large Group Home Care Facility	NP	NP	SLU	SLU
	Family day care home	P	P	P	P
	Multiple family dwelling	NP	NP	SLU	P
	Two-family dwelling	NP	NP	P	P
	Elderly housing	NP	NP	SLU	P
	Single family detached dwelling	P	P	P	P
	Open space development	SLU	SLU	SLU	SLU

Table of Uses		RR	R-1	R-2	R-3
Institutional Uses	Convalescent or nursing home	NP	NP	SLU	SLU
	Elementary, middle and high school (private)	SLU	SLU	SLU	SLU
	Cemeteries	SLU	SLU	SLU	SLU
	Place of religious worship	SLU	SLU	SLU	SLU
	Hospital	NP	NP	SLU	SLU
	Golf course or country club	SLU	SLU	NP	NP
Non-Residential Uses	Agricultural operation including general farming, truck farming, fruit orchard, nursery, greenhouses, and usual farm buildings but excluding intensive livestock operations	P	NP	NP	NP
	Campgrounds, public or private, including travel trailer parks	SLU	NP	NP	NP
	Horse riding stable, horse breeding stable	SLU	NP	NP	NP
	Home-based business	SLU	NP	NP	NP
	Public and utility service buildings, not including storage yards	SLU	SLU	SLU	SLU
	Park, playground or community center	P	P	P	P
	Removal and processing of topsoil, stone, rock, sand, gravel, lime or other soil or mineral resources	SLU	NP	NP	NP
	Utility substation, transmission line and switching station	SLU	SLU	SLU	SLU
	Wireless communication towers not exceeding 75 feet in height wholly owned and used by a federally licensed amateur radio station operator.	P	P	P	P
	Wind energy conversion systems (WECS)	SLU	NP	NP	NP

Adjacent Land Uses



The primary land use surrounding this property are single-family homes (North and West on First Street) and (East on Michigan Ave). There are some commercial uses (CarQuest and the Hospital) also on the east side of S. State Street. The zoning map above is different from the hard copy of the zoning map located at Village Hall. The “blue” outlined portion of the map above is zoned Multiple Family Residential (R-3) on the map in the office. I will note that the unofficial map (copied below) has the R-3 zoning classification out to Michigan Ave. Also, I have updated the unofficial zoning map below to show the proposed change.



Review Process

The zoning map amendment process is described in Section 15.03 and Section 15.04 of the Village of Shelby Zoning Ordinance. The Planning Commission must consider this request based on Section 15.04(C)(1-4).

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.
 - b. The proposed text amendment would correct an error in the Ordinance.
 - 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.
 - d. The proposed text amendment would promote compliance with changes in other Community, County, State, or Federal regulations.
 - 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.
 - f. The amendment shall not result create incompatible land uses within a Zoning District, or between adjacent Districts.
 - 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.
 - h. As applicable, the proposed change shall be consistent with the Community's 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.
- C. Map Amendment (Rezoning): In making its recommendation to the Legislative Body, the Planning Commission shall consider the following criteria:
 1. Whether or not the proposed rezoning is consistent with the goals, policies and future land use map of the Shelby Community Master Plan; or, if conditions have changed significantly since the Master Plan was adopted, the consistency with recent development trends in the area. **The Future Land Use map has this property designated for Traditional Residential. Compatible zoning districts for this future land use designation include R-2 and R-3.**
 2. Whether the proposed district and the uses allowed are compatible with the site's physical, geological, hydrological and other environmental features. The potential uses allowed in the proposed Zoning District shall also be compatible with surrounding uses in terms of land suitability, impacts on the community, density, potential influence on property values and traffic impacts. **The potential uses allowed in the proposed Zoning**

District are compatible with the surrounding uses, much of the surrounding property has existing homes.

3. Whether, if rezoned, the site is capable of the accommodating the uses allowed, considering existing or planned infrastructure including roads, sanitary sewers, storm sewer, water, sidewalks, and road lighting. **The rezoning would not have any impact on the existing infrastructure. The existing infrastructure is adequate for any uses in either R-2 or R-3.**
 4. Other factors deemed appropriate by the Planning Commission.
- D. Consideration of Amendment by the Legislative Body: Upon receipt of a report and summary of hearing comments from the Planning Commission as provided for in the Zoning Act, the Legislative Body may modify the proposed amendment or adopt it as presented by the Planning Commission.

Recommendation/Suggested Motion

Subject to any new and compelling information discovered at the Planning Commission meeting, I am recommending that the Planning Commission recommend approval of the zoning map amendment from C-2 to R-3. The surrounding land use is compatible with the R-3 zoning classification and the recently adopted future land use map has this property designated as “traditional residential” which names R-3 as a compatible zoning district. Additionally, the Village of Shelby will be updating the rest of the zoning map soon. The result of the zoning ordinance update will include updating the zoning map to coincide with the future land use map. This means the surrounding property will be rezoned to R-2 or R-3 upon completion of the zoning ordinance rewrite.

Motion by Paul Inglis, seconded by Samantha Near, to pass resolution 03-21, sending a favorable recommendation to the Village Council for the zoning map amendment for 15 S. State Street.

Supporting Documents:

Zoning Application
Applicant Written Request
Unofficial Zoning Map
Parcel Map
Resolution 03-21
Exhibit A



Planning & Zoning Application

218 N. Michigan, Shelby, Michigan 49455

Ph: 231-861-4401 Fax: 231-861-7449

E-mail: administrator@shelbyvillage.com

Select one or more of the items below, fees must be paid in full before any action can be taken. Items requiring Planning Commission action must be heard at a Public Hearing, published at applicants expense before action can be taken.

<input type="checkbox"/> Residential additions, Detached Garage, Swimming Pool Permit \$25.00	<input type="checkbox"/> Site Plan Review by Zoning Admin. \$25.00
<input type="checkbox"/> Demolition (Razing), residential - \$50.00 + \$500.00 escrow	Items below require Planning Commission Review. Applicant must supply 11 copies of plans to the commission.
<input type="checkbox"/> Demolition (Razing), Commercial - \$100 + performance Bond equal to demo cost	<input type="checkbox"/> Commercial / Industrial Site Plan Review - \$300.00
<input type="checkbox"/> Special Meeting – Actual cost of PC or Council wages	<input type="checkbox"/> Special Use Permit - \$300.00
<input type="checkbox"/> Variance - \$25.00 + Publication & any other cost	<input type="checkbox"/> PUD - \$300.00
<input type="checkbox"/> Ordinance Interpretation – Actual cost, min.\$500.00, excess refunded/returned	<input type="checkbox"/> PUD - Amendment - \$300.00
<input type="checkbox"/> Fence, Shed, Deck, Pad, Foundation, Wall & Overhang Signs permit- \$10.00	<input type="checkbox"/> Zoning Amendments - \$250.00 + actual cost of Publication & Legal fees
<input type="checkbox"/> Basic zoning compliance permit for structures not listed \$25.00	<input type="checkbox"/> Rezoning - \$300.00

Applicant Information:

Applicant is the: Owner Lessee Contractor/Architect

Name: Michael R. Allen Organization: _____
 Address: PO Box 157, Shelby MI 49455 City/State/Zip: _____
 Phone (H): 231-301-5516 Cell Phone: _____
 Email: doublestfun2@gmail.com

I hereby attest that all information on this application is, to the best of my knowledge, true and accurate:

Signature: Michael R. Allen Date: Oct. 23, 2020

Access Permission

I hereby grant permission for members of the Village of Shelby (Planning Commission) (Zoning Board of Appeals) (Village Council) (Staff) to enter the property described below (or as described in the attachments) for the purpose of gathering information related to this application. (Note to applicant: This is optional and will not affect any decision on your application)

Signature of Owner: Michael R. Allen Date: 10/23/2020

Address/Location of Subject Property: 15 S. State St., Shelby MI 49455

Current Zoning & Use of Subject Property: Commercial - office

If the applicant is not the owner of the property, complete the following:

Owner's Name: _____
 Address: _____
 City/State/Zip: _____
 Phone: _____ Signature: _____

Site Plan:

Attach additional pages if necessary.

Fees: All fees shall be paid in full prior to the scheduling of any reviews, meetings or hearings. All fees are non-refundable. The only refund exception is, if the Village has incurred no cost prior to the refund request. If the Village of Shelby has incurred any cost on behalf of the above request, only the unused portion of the fee will be refunded.

Escrow funds; If an escrow fee is required, the Village of Shelby Planning Commission shall determine the amount to be deposited with the Village Clerk. Funds shall be placed into a non-interest-bearing account and shall be used to pay any necessary expense resulting from the applicant's application. All unused escrow funds shall be refunded to the applicant upon Village Council approval.

*****PLEASE ALLOW 5 BUSINESS DAYS FOR REVIEW AND APPROVAL BY ZONING ADMINISTRATOR*****

If application is for a variance, please attach one (1) copy of your site plan. If application requires Planning Commission review, please attach eleven (11) copies of a completed site plan and drawings.

TO BE COMPLETED BY VILLAGE

Date application received and accepted: _____

Receipt Attached: Yes No **Staff:** _____

Meeting Date (if applicable): _____

Note: Information contained in this application, as well as supporting documentation, may be subject to review by the public if a Freedom of Information Act Request is filed.

VILLAGE OF SHELBY

218 N MICHIGAN AVENUE

SHELBY, MI 49455

Receipt: 150079096

10/27/20

Page

Cashier: TREASURER

Received Of:

The sum of: **\$300.00**

ZONING

ZONING PERMIT & FEES

300.00

Total

300.00

Balance Due

TENDERED:

CHECKS

17920

300.00

Signed: _____

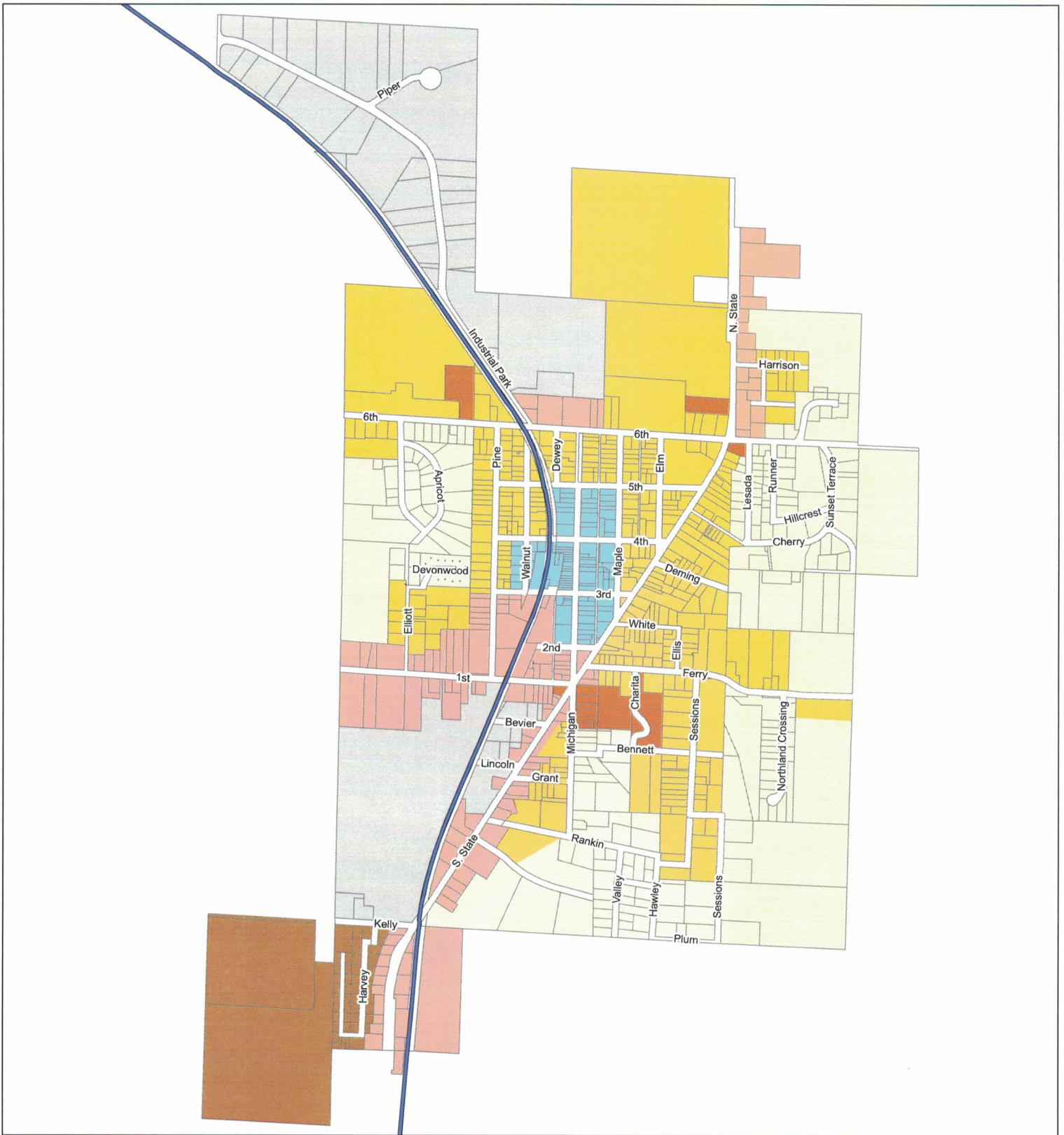
I, Mike Allen, request that the zoning change I am requesting be to R3.

Please let me know if you have any questions,

JANUARY 18, 2021 date:

Mike Allen

Michael R. Allen



Map 5

UNOFFICIAL Zoning Map

Village of Shelby, MI

williams&works
engineers | surveyors | planners

DISTRICT

- R-1, Low Density Residential District
- R-2, Medium Density Residential District
- R-3, Multiple-Family Residential

- R-4, Manufactured Home Community District
- C-1, Central Business District
- C-2, General Business District
- IND, Industrial District

1 inch = 0.25 miles

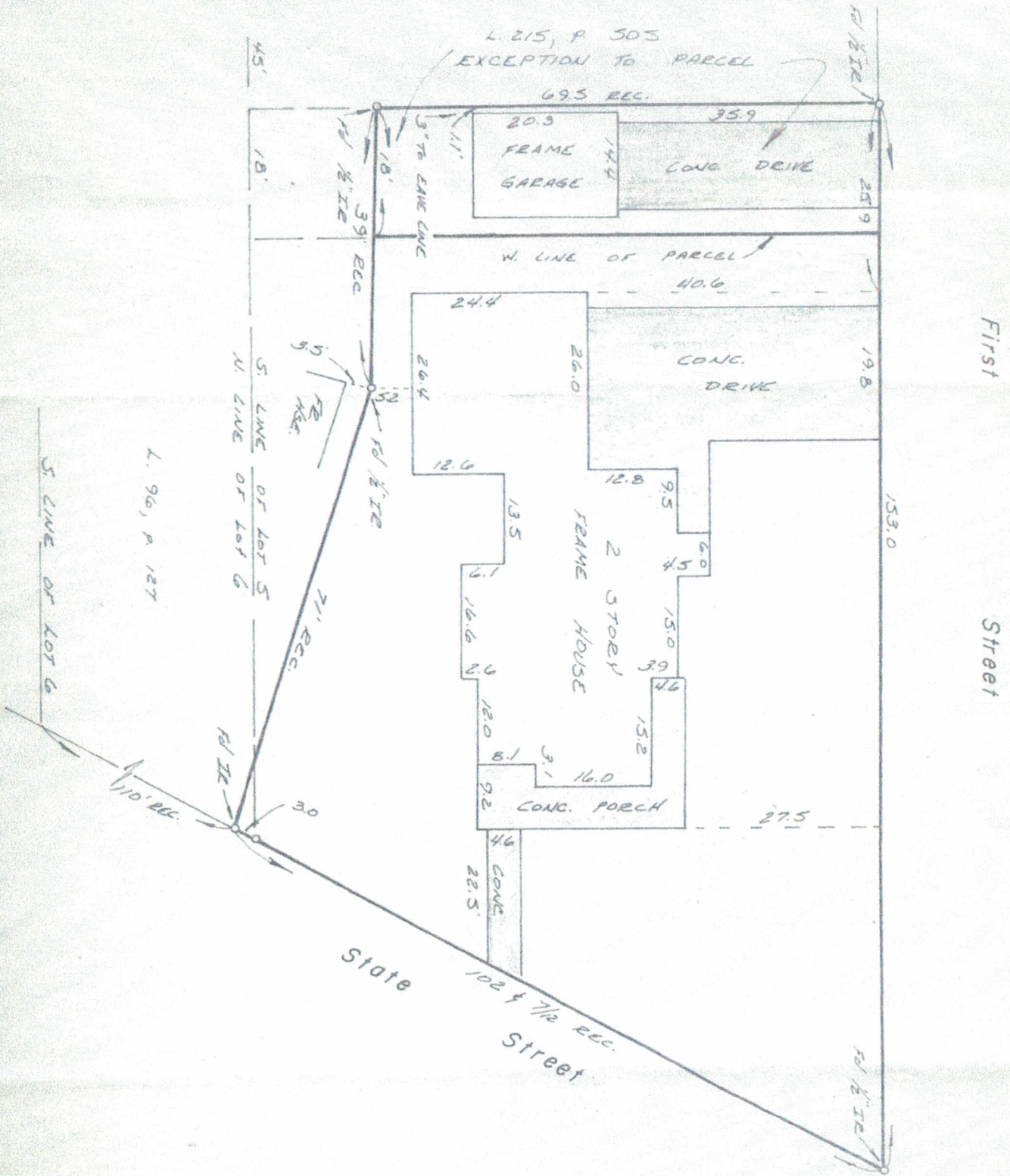
0 0.125 0.25 0.5 Miles

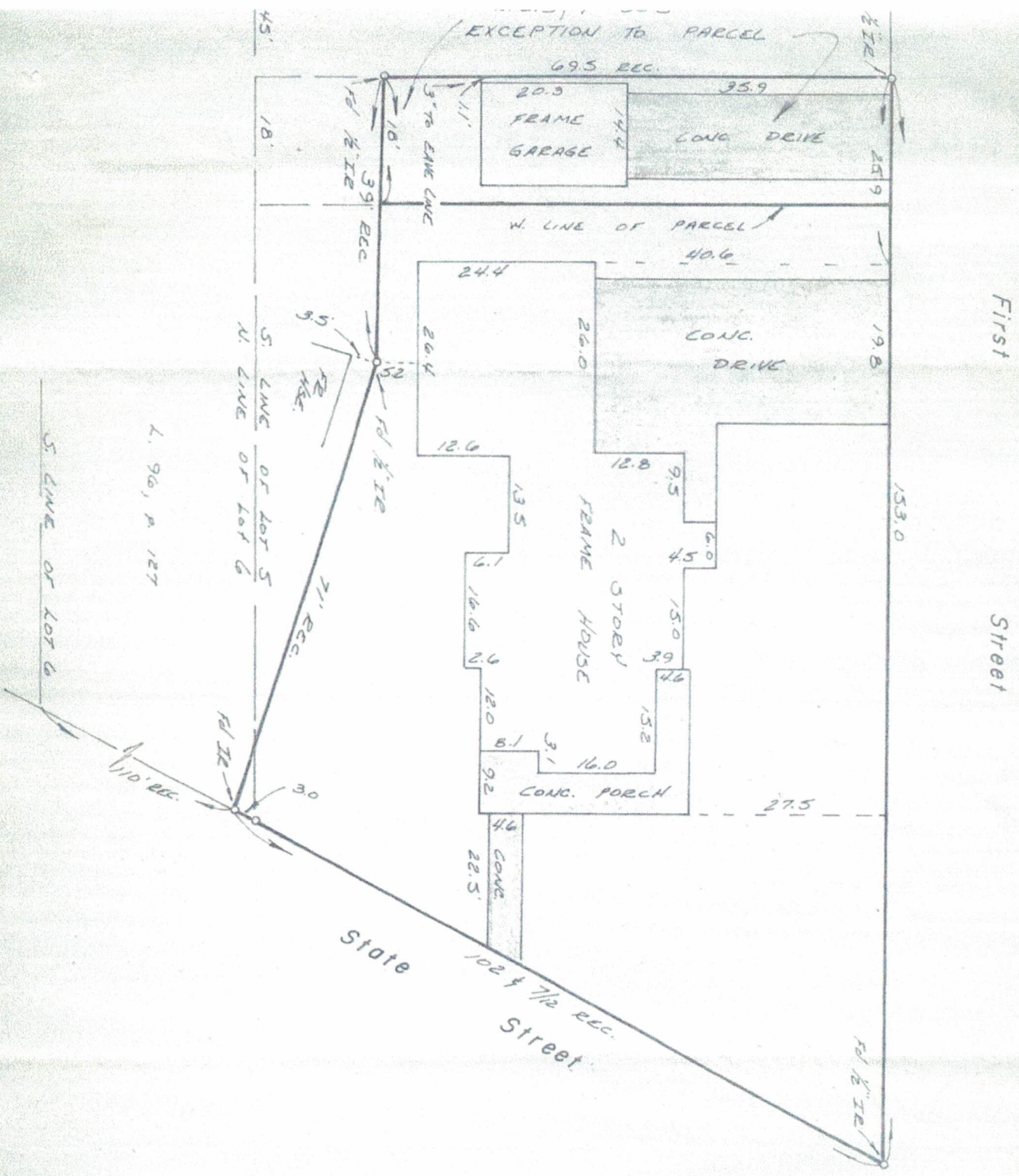


MORTGAGE

INSPECTION

Part of Lot 5 and Lot 6 of Block 2 of the Plat of the Village
of Shelby, Oceana County, Michigan.

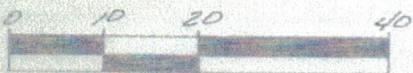
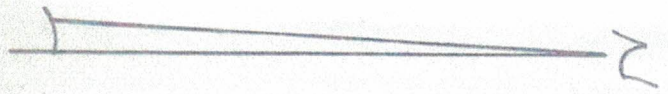




L. 96, p. 127

First Street
State Street

State Street
102 1/2 REC.



SCALE: 1" = 20 FT.

REVISED: July 23, 1984 - EXCEPTION TO PARCEL

FOR
Waterfield Mortgage Co.

J. RANDOLPH HEPWORTH, RLS
R. R. 2 WAYNE AVE

COMPLETED
May 25, 1984

JOB NO. 91.075

**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 February 16, 2021 via videoconference pursuant to applicable emergency orders related to the COVID-19 pandemic, the following Resolution was offered for adoption by Planning Commission Member Paul Inglis and was seconded by Planning Commission Member Samantha Near:

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

WHEREAS, Michael R. Allen, pursuant to the provisions of the Village of Shelby Zoning Ordinance, submitted an application for a zoning map amendment on October 23, 2020, for a change from General Business District (C-2) to Multiple-Family Residential District (R-3); and

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

WHEREAS, the Planning Commission has received a report from Brady Selner (Village of Shelby Administrator) dated February 10, 2021; and

WHEREAS, the Planning Commission, at its February 16, 2021, meeting found that the zoning map amendment request met the standards listed under Section 15.04 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 16th day of February 2021, grants a FAVORABLE RECOMMENDATION of the Zoning Map Amendment, for the property described in **Exhibit A**, 15 S. State Street, property number 046-502-006-50, for a zoning map amendment from General Business District (C-2) to Multiple Family Residential District (R-3).

YEAS: Paul Inglis, Samantha Near, Tara Kelly, John Sutton

NAYS: None

ABSTAIN : Tim Horton

ABSENT : None

RESOLUTION DECLARED ADOPTED.

Respectfully submitted,

Dated: February 16, 2021

By:



Planning Commission Chairperson

Exhibit A

PROPERTY INFORMATION

Property Assessed To:

ALLEN MICHAEL R & KAROLINE L
PO BOX 157
SHELBY, MI 49455

Prop #: 64-046-502-005-50

School: 64080

Prop Addr:

Legal Description:

15 FIRST ST WD844076 WD843774 WD-L2012P5628 PART TO 005-60 IN 1985 BEG
AT NE COR LOT 5, TH W TO N & S LI 3 IN W OF W SI GARAGE, TH S 69 1/2 FT,
TH E 39 FT, TH SE 71 FT, TH NE 102 7/12 FT TO POB EXC E 18 FT OF W 63 FT
THOF BLK 2 VILLAGE OF SHELBY.



March 8, 2021

RESOLUTION

No. 12-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to amend the Village of Shelby Planning Commission rezoning recommendation for 15 S. State Street therefore amending the Village of Shelby Zoning Map for the property described in **Exhibit A**, 15 S. State Street, property number 046-502-006-50, from the General Business District (C-2) to Medium Density Residential (R-2)

Moved: _____

Seconded: _____

Yes: _____

No: _____

ABSENT: _____

RESOLUTION No. 12-21 Declared ADOPTED.

ADOPTED ON: March 8, 2021

Exhibit A

PROPERTY INFORMATION

Property Assessed To:

ALLEN MICHAEL R & KAROLINE L
PO BOX 157
SHELBY, MI 49455

Prop #: 64-046-502-005-50

School: 64080

Prop Addr:

Legal Description:

15 FIRST ST WD844076 WD843774 WD-L2012P5628 PART TO 005-60 IN 1985 BEG
AT NE COR LOT 5, TH W TO N & S LI 3 IN W OF W SI GARAGE, TH S 69 1/2 FT,
TH E 39 FT, TH SE 71 FT, TH NE 102 7/12 FT TO POB EXC E 18 FT OF W 63 FT
THOF BLK 2 VILLAGE OF SHELBY.



Village Council
Item Cover Page

Meeting Date: 3/8/2021
Agenda Item: Planning Commission Appointment
Recommendation: Approve Planning Commission Appointment
Budget Impact: None
Staff Contact: Brady Selner, Village Administrator

Background:

There is one remaining vacant Planning Commission seat. The Village received a Planning Commission Vacant Seat Application from Malcolm Carey. The Village of Shelby Planning Commission Bylaws states: "Vacancies shall be appointed promptly by the Village President, with the approval of the Village Council, upon the resignation or removal of a Planning Commission member. Successors shall serve out the unexpired term of the member being replaced." If Malcolm Carey is appointed, his term would expire on December 31, 2023.

Supporting Documents:

Malcolm Carey Planning Commission Vacant Seat Application
Resolution No. 16-21

Motion by _____ seconded by _____ to adopt
Resolution No. 16-21.

VILLAGE OF SHELBY



Planning Commission, Chairperson of Zoning Board of Appeals, and Village Council Vacant Seat Application

All applicants must be residents of the Village. This application form serves the Planning Commission, Chairperson of the Zoning Board of Appeals, and Village Council Vacant Seat (hereinafter referred to as "Boards and Commissions"). Applications, additional requirements, and information are available from the Village Administrator's office and the Village of Shelby website: www.shelbyvillage.com

Application for appointment to: Planning Commission
(Planning Commission/ZBA Chair, VC Vacant Seat)

Name: Malcolm Carey

Address: 357 Runner St, Shelby MI 49455

Phone number: 231-742-2687 Email address: malcolmcarey6@gmail.com

Describe any experiences that led to your desire to serve the community:

Born and raised in Shelby, left in 2012 and returned in 2019. I fear that Shelby is becoming another disappearing small town and want to do what I can to assist in its revival.

Provide a brief biography including your skills, background, and expertise, as well as involvement in the community, professional or other nonprofit organizations that are specifically applicable to the Boards and Commissions:

I have a degree in Computer Science Engineering and am pretty informed on the latest IT concepts and how they can be leveraged in public spaces. I also am a political junkie who enjoys learning about housing, city planning, and public policy. I am a current member of the Shelby Rotary Club.

VILLAGE OF SHELBY



Employment: List your most recent employment experiences.

Dates of Employment	Company Name/Location	Position	Job Description
12/2019 →	OYBI Ludington, MI	App Application Consultant	Provide consulting services to manufacturing companies
8/2016 → 9/2019	GM Detroit, MI	Software Developer	Created custom automation tools for Hyperion ERP tools

Education: List your most recent educational experiences.

Educational Institution/School	Certificate/Degree Received	Area(s) of Study
University of Michigan	BSE [Computer Science Engineering] →	
Shelby High School	yes	yes

Supplemental Information: Please review the attached “Boards and Commissions Application Attachment” for the desired qualifications for each Board and Commission. Check the appropriate box or boxes to indicate whether you have experience or professional credentials that may be needed to fill a specific seat.

VILLAGE OF SHELBY



Boards and Commissions Application Attachment

Boards and Commissions are a mix of citizens with certain qualifications and others are citizens representing the general public. Even if you do not have any of the experiences or professional background listed below, the community urges you to apply for consideration. The community needs citizens with diverse backgrounds on its Boards and Commissions.

Planning Commission

Members are appointed by the Village Council. Members must be village residents qualified by experience and/or training in matters related to the Commission. Please check below if you have experience in:

- | | | |
|---|---|---|
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Building construction | <input type="checkbox"/> Civil engineering |
| <input type="checkbox"/> Facilities management | <input type="checkbox"/> GIS/AutoCAD | <input type="checkbox"/> Historic Preservation |
| <input type="checkbox"/> Land use planning | <input type="checkbox"/> Landscape architecture | <input checked="" type="checkbox"/> Real estate/development/law |
| <input checked="" type="checkbox"/> Property maintenance/management | | |
| <input type="checkbox"/> Parks and recreation/natural resource management | | |

Zoning Board of Appeals Chairperson

Member is appointed by the Village Council. Member must be a Village resident qualified by experience and/or training in matters related to the Board. Please check below if you have experience in:

- | | |
|--|--|
| <input type="checkbox"/> Architecture | <input type="checkbox"/> Building construction/engineering |
| <input type="checkbox"/> GIS/AutoCAD | <input type="checkbox"/> Land use planning |
| <input type="checkbox"/> Real estate/development/law | <input type="checkbox"/> Zoning |

Village Council Vacant Seat

All Village Council members are voted in by the citizens of Shelby. If any seats are vacant after elections or are made vacant during a term, the Council will appoint applicants to fill vacant seats. Please check below if you have experience in:

- | | |
|---|---|
| <input type="checkbox"/> Public administration | <input type="checkbox"/> Building construction/engineering |
| <input type="checkbox"/> Landscape architecture | <input type="checkbox"/> Land use planning |
| <input type="checkbox"/> Real estate/development/law | <input type="checkbox"/> Banking/finance |
| <input type="checkbox"/> Advertising/marketing/public relations | <input type="checkbox"/> Grant/endowments |
| <input type="checkbox"/> Policymaking | <input type="checkbox"/> Diversity issues/human resources |
| <input type="checkbox"/> Zoning | <input type="checkbox"/> Parks and recreation/natural resource management |

VILLAGE OF SHELBY



Important Public Records Information: All information submitted in this application is public information and subject to disclosure in response to public records request made pursuant to the Freedom of Information Act. Please contact the Village Clerk's office at 231-861-4400 if you have any questions or concerns about the disclosure of specific information.

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

Malcolm Cury
Applicant's Signature

2/18/2021
Date

Return completed forms to: Shelby Village Hall, Attn. Village Clerk, 218 N Michigan Ave,
Michigan 49455



March 8, 2021

RESOLUTION

No. 16-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to appoint Malcolm Carey to fill the vacancy on the Village of Shelby Planning Commission; term to expire December 31, 2023.

Moved: _____

Seconded: _____

Yes: _____

No: _____

ABSENT: _____

RESOLUTION No. 16-21 Declared ADOPTED.

ADOPTED ON: March 8, 2021



Village Council
Item Cover Page

Meeting Date: 3/8/2021
Agenda Item: Police Patrol Officer Wage Scale
Recommendation: Approve Police Patrol Officer Wage Scale
Budget Impact: Included in the FY2021-22 Budget
Staff Contact: Steven Waltz, Shelby Police Chief

Background:

The Village budgeted for an increase for Police Officer pay in the FY2021-22 budget. There has been no action taken since 2018 for an increase in wages. In a wage analysis of all Oceana County Police Department and the Oceana County Sheriff Department, it shows that Shelby Police Department ranks last with a difference of \$.90/hour to a maximum of \$8.88/hour in starting wages.

We are proposing the wage scale attached. This scale would place Shelby in the middle of departments in the county with full time employees. This will allow for more qualified applicants to apply when needed, as well as the retention of those officers. Retaining officers is more cost efficient than equipping and training officers with little to no experience. In addition, cost of living increases will be considered on a yearly basis during the budget process. Any cost-of-living increase will be applied to all Village employees.

The Personnel Committee met on March 4, 2021 and is recommending approval of the Shelby Police Department Patrol Officer Wage Scale.

Supporting Documents:

Wage Schedule Comparison Chart
Wage Schedule Proposal Information
Resolution No. 17-21

**Motion by _____ seconded by _____ to adopt
Resolution No. 17-21.**

Department	Starting	Year 1	Year 2	Year 3	Year 4	Year 5	Starting Comparison	Part Time	Retirement Benefit Plans	Employee Contribution	Employer Contribution	Multiplier
Shelby	\$18.00	\$19.00	\$20.00	\$21.00	\$22.00				\$15.00 Mers Defined Contribution	4%		4%
Hart	\$26.88	\$27.55					\$8.88		\$15.00 401A and 457	3%		6%
Hesperia	\$19.00	\$20.00					\$1.00		\$16.50 MERS Defined Benefit	7%		1%
Pentwater	\$18.90	\$20.09	\$20.87	\$21.52	\$22.82		\$0.90		\$19.77 MERS B-2 Plan	6%		13%
OCSO	\$21.52	\$23.07	\$23.94				\$3.52		MERS Defined Contribution			
Whitehall	\$21.57	\$23.00	\$24.44	\$25.88	\$27.32	\$28.76	\$3.57			4.50%		
Montague	\$24.89	\$26.06	\$27.29	\$28.56	\$29.22		\$6.89	\$18.53	MERS Hybrid	7%		1% 1.50%

Cost to equip an officer:

At least \$1000 in uniforms, duty belt gear, taser, OC spray (pepper spray)

\$735 for Body Armor (good for 5 years).

Once equipped, officer uniform maintenance is minimal.

Equipment cost for officers to come and go over time can quickly exceed what we had planned for.

Although some uniform equipment may be able to be passed on to another officer, most of it is not, due to different size uniforms, different guns, etc. Body armor is fit to the officer, not just a general size.

Training:

We want qualified, preferably experienced staff that we can **train and retain**, rather than outfitting and training them just for them to leave go to other departments that will reap the benefits of the training that Shelby provided.

Training officers is costly, and more and more, officers are expected to know how to handle all types of incidents like Criminal Sexual Conduct investigations (Officers should be trained in forensic interviewing of children), Dealing with subjects on the autism spectrum (different response), first responder medical aid, as well as keep abreast of changing laws and procedures, death investigations, interview and interrogation techniques, civil rights, etc. By retaining officers, our training that we provided will benefit Shelby residents.

Investing in training for officers to have them leave, leaves Shelby at square one. Although I am sure the Departments that Officers leave for appreciate their training and experience, we would have liked to have been able to retain them, and to have them use their training and experience for the benefit of the residents of Shelby.

Many area departments are struggling to find officers to work. There are openings at several area departments. We would like Shelby to be a choice that officers want to work for, and be able to select from officers with varying skill sets.

Joe Von Drak is scheduled for a three-day intensive Survival Spanish class in May. This type of training will benefit the Spanish speaking residents of Shelby. We were able to obtain one free spot, but if we were paying for this training, I would want to send someone (like Joe) that was planning on a continued career path at Shelby over someone that I thought may leave due to pay concerns.

Pay Scale:

Attached below is a scale of police officer wages for the county plus Whitehall. Shelby ranks last in the area of all departments with full time employees. Not included is Rothbury and New Era, who are much smaller, and have no full-time employees. Shelby has more residents in the Village, than the city of Hart. The City of Hart starts full time wages at \$26.88/hour. We do not need to be the highest paid, but we would like to stay competitive.

For example; Amanda Payne left Shelby for \$5 more per hour and 13% retirement employer contribution at another area Department. Amanda Payne did a wonderful job for Shelby, and only left due to the pay and retirement benefits offered at another department.

Department	Starting	Year 1	Year 2	Year 3	Year 4	Year 5	Starting Comparison
Shelby	\$18.00	\$19.00	\$20.00	\$21.00	\$22.00		
Hart	\$26.88	\$27.55					\$8.88
Hesperia	\$19.00	\$20.00					\$1.00
Pentwater	\$18.90	\$20.09	\$20.87	\$21.52	\$22.82		\$0.90
OCSO	\$21.52	\$23.07	\$23.94				\$3.52
Whitehall	\$21.57	\$23.00	\$24.44	\$25.88	\$27.32	\$28.76	\$3.57
Montague	\$24.89	\$26.06	\$27.29	\$28.56	\$29.22		\$6.89

Money for this increase in pay was budgeted and should have no additional change on the budget.

\$15 minimum wage is coming in the near future. This is for unskilled labor. Our part time wage pay is too low for a certified, qualified police officer. It is hard to fill part time shift openings at this rate of pay. An increase in part time pay will likely entice officers to fill these spots as well as attract additional qualified police officers.

The starting pay proposed is the **middle** of what other cities/villages pay, but also keeps us competitive in attracting and retaining qualified personnel. Along the same lines is a lateral pay for experienced, skilled police officers that can go out and do the job with little direct supervision. Using Dave Krause as an example, Dave comes to us with 21 years of law enforcement experience and training that can be used in the Village of Shelby. The training and experience provide for better service to the residents, and lower need for supervision on day-to-day or in-depth investigations.

We need to invest in people, train employees for the long haul, making working at Shelby a career choice versus a job. We will have a competent, trained workforce that dedicates their time and skills for the betterment of Shelby

Wage Scale Proposal:

Starting	\$22.00
Year 1	\$22.50
Year 2	\$23.00
Year 3	\$23.50
Year 4	\$24.00

Part-Time wages \$17/Hour

Cost of Living Increase based on yearly evaluations or on a schedule that evaluated at a specified interval.



March 8, 2021

RESOLUTION

No. 17-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to adopt the Shelby Police Department Patrol Officer wage scale identified below, effective March 1, 2021.

Shelby Police Department Patrol Officer Wage Scale

Starting	Year 1	Year 2	Year 3	Year 4
\$22.00	\$22.50	\$23.00	\$23.50	\$24.00

Part-Time Patrol Officer \$17.00

Moved: _____

Seconded: _____

Yes: _____

No: _____

ABSENT: _____

RESOLUTION No. 17-21 Declared ADOPTED.

ADOPTED ON: March 8, 2021



Village Council
Item Cover Page

Meeting Date: 3/8/2021
Agenda Item: Dave Krause Wage Adjustment
Recommendation: Approve Dave Krause's Lateral Wage Adjustment
Budget Impact: Included in the FY2021-22 Budget
Staff Contact: Steven Waltz, Shelby Police Chief

Background:

In addition to the wage scale increase, we are requesting a lateral wage adjustment for Dave Krause. Many communities around the state adjust an employee's wage a step or two higher than the starting wage if the training and experience they bring is sufficient to warrant that lateral step increase. With over 21 years in police work, we believe Dave Krause's experience justifies a lateral step increase to \$23.50. All other employee benefits will accumulate normally (PTO, Vacation, etc.). A copy of his resume has been provided to detail the experience he brings.

The Personnel Committee met on March 4, 2021 and is recommending Village Council adopt the proposed lateral wage adjustment, moving Dave Krause's wage to \$23.50, effective March 1, 2021.

Supporting Documents:

David Krause Resume
Resolution No. 18-21

Motion by _____ seconded by _____ to adopt
Resolution No. 18-21.

DAVID K. KRAUSE

5068 W. MARSHVILLE DAM RD

SHELBY, MI 49455

231-690-3461

Certified Law Enforcement professional seeking a road patrol position at the Shelby Police Department; to perform the duties of road patrol through professional experiences and progressive training; to direct and lead law enforcement goals and objectives while protecting and serving the community of Shelby. MCOLES #32527

PROFESSIONAL EDUCATION

West Shore Community College

Associate of Applied Arts & Sciences in Criminal Justice

- Graduated with High Honors in 1997
- Nominated to the National Deans List in 1994, 1995, and 1996

PROFESSIONAL EXPERIENCE

City of Ludington, Police Department, Ludington, Michigan 1997-2018

Police Officer, 9 years Assigned in SSCENT

Road Patrol Officer

SSCENT Officer

Taser Instructor

Care Trak Instructor

Krause Welding Inc., Muskegon, Michigan

1987-1997

Owner /Welder/Foreman

2018-current

- Welding repair
- Shop Supervisor
- Delivery Driver

Oceana County Sheriff's Office, Hart, Michigan

1995-1997

Posse Member

- Miscellaneous Duties

Claybanks Township Park, Montague, Michigan

1994

Security Guard - Seasonal Position - Park Security on Holidays

RECOGNITION

Live Saving Award and Nomination

Life Saving Award Medical Emergency

MADD Program

Special Recognition

Chief of Police Commendation

Breaking and Entering Cases Solved

Letters of Recommendation

OUIL Arrests

Breaking and Entering Case – Local Lumber Company

Community Appreciation

Letter of appreciation received from area residents for helping locate a missing child.

Letter of appreciation received from a family member for helping their mother after a fall.

DAVID K. KRAUSE

5068 W. MARSHVILLE DAM RD
SHELBY, MI 49455
231-690-3461

SIGNIFICANT LAW ENFORCEMENT CAREER CASES

- I. In May of 2015, I obtained information on a subject from Luington who had absconded from Parole and was possibly involved in a multiple person drug overdose in Muskegon County where one subject passed away. I located the absconder and through the investigation and interview, I learned the subject was involved and had obtained the Heroin, loaded the syringe, and injected the subjects that overdosed. The case was prosecuted in Muskegon County and the Absconder was charged with Open Murder. Cooperating with Norton Shores Police Department, The subject that sold the Heroin was identified and convicted of Delivering Drugs Causing Death.
- II. In June of 2013, I investigated a case where methamphetamine components were put in a dumpster near Nelson Road. During the cleanup, the contents were dusted for prints and the lifts were sent to the MSP lab. A suspect was developed by the fingerprint hit. A parole search was conducted at the suspect's residence and more components were located. I prepared and served a total of twelve search warrants for purchase records at area pharmacies and for cell phone records. A trial was held in February of 2014 and the suspect was found guilty.
- III. In January of 2013, I developed a confidential informant who could purchase narcotics from several individuals in the City of Ludington. The CI bought illegal substances from eight city residences. Crack Cocaine, several types of prescription pills, and hallucinogenic mushrooms were purchased. This investigation resulted in eight people being convicted of various drug charges and locating a mushroom growing operation. This informant also provided information on the whereabouts of two fugitives near the House of Flavors factory in May of 2014.
- IV. In January of 2010, I was dispatched to a retail fraud case at Gordy's Skate Co. Information I gathered from witnesses and the store employees led to two search warrants for residences in Oceana County. The investigation led to two main suspects that also stole items from another downtown business during the same time frame. Those search warrants were served and a large amount of the stolen property was recovered. Two suspects were convicted resulting in \$1,186.86 restitution.
- V. In January of 2002, I was briefed by detectives about suspects and possible vehicles involved in a rash of breaking and entering complaints that were occurring county-wide. Later that shift, I was able to locate and stop one of the vehicles being driven by one of the suspects. Evidence I discovered during the stop and an interview conducted by detectives on the suspect led to the arrest of more suspects and more recovered property that resulted in clearing several breaking and entering cases that occurred in the city and county.



March 8, 2021

RESOLUTION

No. 18-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to approve the lateral wage adjustment for Dave Krause, setting his wage at \$23.50, effective March 1, 2021.

Moved: _____

Seconded: _____

Yes: _____

No: _____

ABSENT: _____

RESOLUTION No. 18-21 Declared ADOPTED.

ADOPTED ON: March 8, 2021



Village Council
Item Cover Page

Meeting Date: 3/8/2021
Agenda Item: DPW Part-Time Position
Recommendation: Approve Part-Time DPW Position
Budget Impact: Included in the FY2021-22 Budget
Staff Contact: Brady Selner, Village Administrator

Background:

The FY2021-22 budget included the addition of part-time position in the DPW department. The primary focus of this position will be mowing parks in the summer, leaf pick up in the fall, and sidewalk snow removal in the winter. An employee in this role will work 24 hours a week at \$14.00/hour. Brad Simons worked for a short period last fall and is currently working full-time on a temporary basis until the DPW returns to full staff. He has indicated he would be interested in this role.

The Personnel Committee met on March 4, 2021 and is recommending Village Council approve the part-time DPW position set to work 24 hours per week (no more than 48 hours per pay period) at \$14.00/hour.

Supporting Documents:

DPW Part-Time Job Description
Resolution No. 19-21

Motion _____ by seconded by _____ to adopt Resolution No. 19-21.



VILLAGE OF SHELBY

DPW PART-TIME LABORER

JOB DESCRIPTION

Supervised by: Public Works Supervisor

Supervises: No supervisory responsibility

FLSA Status: Non-Exempt

Position Status: Part-Time (24 hours per week, no more than 48 hours per pay period)

Pay: \$14.00

Position Summary:

The part-time Public Works Laborer performs a wide range of laborer and semi-skilled tasks in support of the Department of Public Works operations under the supervision of the Public Works Supervisor. The primary role of this position will be park upkeep in the summer, leaf pick up in the fall, and sidewalk snow removal in the winter. Depending upon workload, this person may be required to assist in other general DPW operations.

Essential Job Functions:

An employee in this position may be called upon to do any or all the following essential functions. These examples do not include all the duties which the employee may be expected to perform. To perform this job successfully, an individual must be able to perform each essential function satisfactorily.

- Participates in the mowing, trimming, and fertilizing grass, also prunes and sprays trees and shrubs.
- Gathers and disposes of refuse and recycling materials.
- Participates in snow and ice removal.
- Operates vehicles of various sizes and weights in the loading, hauling, and unloading of equipment, materials, and supplies.
- Operates construction or power equipment such as street sweeper, back-hoe, dump truck, snowplow, grader, jack hammer, mower, and other types of power equipment.
- Performs skilled maintenance and repair tasks involving carpentry, plumbing, mechanical, electrical, and welding.

- Performs basic maintenance of DPW machinery.
- Responds, as a crew member, to water system emergencies such as main breaks and well failures. May be assigned to duties such as barricade set up, accessing the main, or repairing the damaged pipe.
- Performs tasks related to the wastewater and drainage system ranging from jetting to catch basin rebuilding.
- Performs grounds and building maintenance tasks as assigned.
- Assists in the operation of the water plant and wastewater plant on an as-needed basis.
- Performs related work as required.

Required Knowledge, Skills, Abilities and Minimum Qualifications:

The requirements listed below are representative of the knowledge, skills, abilities and minimum qualifications necessary to perform the essential functions of the position. Reasonable accommodations may be made to enable individuals with disabilities to perform the job.

- Thorough knowledge of safety procedures and precautions involved in equipment operation and public works maintenance work.
- Thorough knowledge of heavy equipment operating principles.
- Thorough knowledge of the tools, materials and equipment used in the repair and maintenance of buildings, mechanical systems, construction projects, and infrastructure systems.
- Skill in the operation of assigned vehicles, equipment, and power tools.
- Ability to perform a variety of semi-skilled maintenance tasks involving carpentry, electrical, plumbing, mechanical, and road construction.
- Ability to establish effective working relationships and use good judgement, initiative and resourcefulness when dealing with other employees and the public.
- Ability to effectively communicate and present ideas and concepts orally and in writing.
- Ability to work effectively under stress, changes in work priorities, and in emergencies.
- Education requirements include a high school diploma or equivalent. Experience requirements include one year of construction, mechanical, or building maintenance experience.

Physical Demands and Work Environment:

The physical demands and work environment characteristics described here are representative of those an employee encounters while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand and walk. The employee frequently is required to use hands to finger, handle, or feel; reach with hands and arms; stoop, kneel, crouch, or crawl; and talk or hear. The employee is occasionally required to climb or balance. The employee must frequently lift and/or move heavy items and occasionally move very heavy items. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, and depth perception.

While performing the duties of this job, the employee is regularly exposed to moving mechanical parts and/or heavy equipment, outside weather conditions, and vibration. The employee is frequently exposed to fumes or airborne particles. The employee is occasionally exposed to wet and/or humid conditions; high, precarious places; toxic or caustic chemicals; and risk of electrical shock. The noise level in the work environment can be loud.

Overview of Position Description:

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position. The job description does not constitute an employment agreement between the Employer and Employee and is subject to change by the Employer as the needs of the Employer and requirements of the job change.

I have read and understand the description of my position with the Village of Shelby.

Date: _____

Print Name: _____

Sign Name: _____



March 8, 2021

RESOLUTION

No. 19-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to approve the addition of a part-time position (24 hours per week) in the Village of Shelby Department of Public Works with the pay rate set at \$14.00/hour.

Moved: _____

Seconded: _____

Yes: _____

No: _____

ABSENT: _____

RESOLUTION No. 19-21 Declared ADOPTED.

ADOPTED ON: March 8, 2021



Village Council
Item Cover Page

Meeting Date: 3/8/2021
Agenda Item: Greg MacIntosh Wage Adjustment
Recommendation: Approve Greg MacIntosh Wage Adjustment
Budget Impact: None
Staff Contact: Brady Selner, Village Administrator

Background:

DPW personnel changes were made on December 29, 2020. Greg MacIntosh was moved to a DPW Laborer position. The wage schedule for the DPW Laborer position is \$18.00 – \$22.00 plus \$0.25 for having a water distribution operator and lagoon operator license. Taking into consideration Greg MacIntosh’s hire date, it is recommended to move Greg MacIntosh’s wage to \$22.50 to match his job classification.

Supporting Documents:

DPW Wage Schedule
Resolution No. 20-21

Motion _____ by seconded by _____ to adopt Resolution No. 20-21.

Village of Shelby Proposed Pay Scale

DPW						
	Hourly	Annual	DPW FT Employees	Hire Date	Current Pay	
					Hourly	Annual
Starting	\$18.00	\$37,440	Greg MacIntosh		Salary	\$53,000.00
End of Year 1	\$19.00	\$39,520	Jermemiah Helenhouse	8/25/2016	\$19.72	\$41,017.60
End of Year 2	\$20.00	\$41,600	Kirk Seabolt	7/30/2016	\$19.47	\$40,497.60
End of Year 3	\$21.00	\$43,680	Darryl Frees	7/16/2018	\$16.09	\$33,467.20
End of Year 4	\$22.00	\$45,760				
4 yr. + 2 Cert	\$22.50	\$46,800	*Plus 25 cents per certificate (2 possible)			

Police						
	Hourly	Annual	Police FT Employees	Hire Date	Current Pay	
					Hourly	Annual
Starting	\$18.00	\$37,440	Chief		Salary	\$48,000.00
End of Year 1	\$19.00	\$39,520	Joseph Von Drak	1/22/2018	\$18.00	\$37,440.00
End of Year 2	\$20.00	\$41,600	Gabe LeBlanc	3/22/2018	\$18.00	\$37,440.00
End of Year 3	\$21.00	\$43,680				
End of Year 4	\$22.00	\$45,760				
Sargent	\$23.00	\$47,840	*Plus \$1.00/hr. extra for Sargent (1 position available)			

Clerk/Treasurer						
	Hourly	Annual	FT Employees	Hire Date	Current Pay	
					Hourly	Annual
Current	\$18.00	\$37,440	Crystal Budde	3/29/2016	\$18.00	\$37,440.00
Anniversary Increase	\$19.00	\$39,520				

End Year 1	Budgetary Effect	End Year 2	Budgetary Effect	End Year 3	Budgetary Effect	End Year 4	Budgetary Effect
\$ 39,520	\$ -	\$ 41,600	\$ 582	\$ 43,680	\$ 2,662	\$ 45,760	\$ 4,742.40
\$ 39,520	\$ -	\$ 41,600	\$ 1,102	\$ 43,680	\$ 3,182	\$ 45,760	\$ 5,262.40
\$ 39,520	\$ 6,053	\$ 41,600	\$ 8,133	\$ 43,680	\$ 10,213	\$ 45,760	\$ 12,292.80
	\$ 6,053		\$ 9,818		\$ 16,058		\$ 22,298
A		B		C		D	
BUDGET YEAR ESTIMATED WAGE INCREASE				\$ 10,213	\$ 18,138	\$ 30,618	\$ 43,098

NOTE: Estimate based on 2080 hours. Does not include any overtime.

	General (101)	Major (202)	Local(203)	Sewer(590)	Water(591)	Equip (661)	Total
Greg MacIntosh	6%	10%	10%	35%	35%	4%	100%
Jermemiah Helenhouse	10%	10%	10%	10%	10%	50%	100%
Kirk Seabolt	10%	10%	10%	2%	3%	65%	100%
Darryl Frees	50%	5%	5%	15%	15%	10%	100%

Year 1									
Jermemiah Helenhouse	\$	-							
Kirk Seabolt	\$	-							
Darryl Frees	\$	6,053	\$ 3,026.40	\$ 302.64	\$ 302.64	\$ 907.92	\$ 907.92	\$ 605.28	\$ 6,052.80

A

Year 2									
Jermemiah Helenhouse	\$	582	\$ 58.24	\$ 58.24	\$ 58.24	\$ 58.24	\$ 58.24	\$ 291.20	\$ 582.40
Kirk Seabolt	\$	1,102	\$ 110.24	\$ 110.24	\$ 110.24	\$ 22.05	\$ 33.07	\$ 716.56	\$ 1,102.40
Darryl Frees	\$	8,133	\$ 4,066.40	\$ 406.64	\$ 406.64	\$ 1,219.92	\$ 1,219.92	\$ 813.28	\$ 8,132.80
	\$	9,818	\$ 4,234.88	\$ 575.12	\$ 575.12	\$ 1,300.21	\$ 1,311.23	\$ 1,821.04	\$ 9,817.60

B

Year 3									
Jermemiah Helenhouse	\$	2,662	\$ 266.24	\$ 266.24	\$ 266.24	\$ 266.24	\$ 266.24	\$ 1,331.20	\$ 2,662.40
Kirk Seabolt	\$	3,182	\$ 318.24	\$ 318.24	\$ 318.24	\$ 63.65	\$ 95.47	\$ 2,068.56	\$ 3,182.40
Darryl Frees	\$	10,213	\$ 5,106.40	\$ 510.64	\$ 510.64	\$ 1,531.92	\$ 1,531.92	\$ 1,021.28	\$ 10,212.80
	\$	16,058	\$ 5,690.88	\$ 1,095.12	\$ 1,095.12	\$ 1,861.81	\$ 1,893.63	\$ 4,421.04	\$ 16,057.60

C

Year 4									
Jermemiah Helenhouse	\$	4,742	\$ 474.24	\$ 474.24	\$ 474.24	\$ 474.24	\$ 474.24	\$ 2,371.20	\$ 4,742.40
Kirk Seabolt	\$	5,262	\$ 526.24	\$ 526.24	\$ 526.24	\$ 105.25	\$ 157.87	\$ 3,420.56	\$ 5,262.40
Darryl Frees	\$	12,293	\$ 6,146.40	\$ 614.64	\$ 614.64	\$ 1,843.92	\$ 1,843.92	\$ 1,229.28	\$ 12,292.80
	\$	22,298	\$ 7,146.88	\$ 1,615.12	\$ 1,615.12	\$ 2,423.41	\$ 2,476.03	\$ 7,021.04	\$ 22,297.60

D



March 8, 2021

RESOLUTION

No. 20-21

RESOLVED BY THE COUNCIL OF THE VILLAGE OF SHELBY to approve the wage adjustment for Greg MacIntosh, setting his wage at \$22.50, effective March 15, 2021.

Moved: _____

Seconded: _____

Yes: _____

No: _____

ABSENT: _____

RESOLUTION No. 20-21 Declared ADOPTED.

ADOPTED ON: March 8, 2021

Check Proofing Report

03/02/2021 10:04 AM

Database: Shelby

1/6

Payroll ID: 517

Check Post Date: 03/04/2021

Pay Period End Date: 02/28/2021

Application: PR

Name: 30077 - BUDDÉ , 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: 1,225.30	Total Deductions: 518.70
Pay Period End Date: 02/28/2021	State Allow.: 1	Reg. Hours: 82.00	Direct Deposit: 1,225.30
Check Date: 03/04/2021		OT Hours: 0.00	YTD Gross: 8,680.00
	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	75.50	0.00	1,510.00	7,270.00	FITW	90.22	446.68
PTO	CLERK/TREASURER	20.00	4.50	0.00	90.00	90.00	SITW	56.34	280.13
457 SS TAX	457 C/T ALLOC	64.00	0.00	0.00	64.00	320.00	SOCSEC_EE	105.97	527.37
101	101-215.000-702.000	40.00	2.00	0.00	80.00	360.00	MEDICARE_EE	24.79	123.34
							DELTA DENTAL	34.80	174.00
							457_EE	195.20	972.80
							VISION	11.38	56.90
							SSB	1,225.30	DEPOSIT

Leave Bank ID	Leave ID	Prev. Bal.	Comp Wrkd	Accrued	Lost	Taken	Buy Out	Adjusted	Net Change	New Balance
PTO	PERSONAL	67.00		0.00	0.00	4.50	0.00	0.00	-4.50	62.50
VAC	VACATION	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00

Name: 30109 - KRAUSE, DAVID K

Active

Employee ID: 30109	Department ID: 301	Gross for Check: 180.00	Net After Dir Dep: 158.58
Withholding Status: Married	Federal Allow.: 0	Net for Check: 158.58	Total Deductions: 21.42
Pay Period End Date: 02/28/2021	State Allow.: 0	Reg. Hours: 12.00	Direct Deposit: 0.00
Check Date: 03/04/2021		OT Hours: 0.00	YTD Gross: 1,215.00
	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
301 P	101-301.000-702.100	15.00	12.00	0.00	180.00	1,215.00	SITW	7.65	51.63
							SOCSEC_EE	11.16	75.33
							MEDICARE_EE	2.61	17.62

Name: 30075 - MACINTOSH, GREGORY

Active

Employee ID: 30075	Department ID: 441	Gross for Check: 2,425.70	Net After Dir Dep: 0.00
Withholding Status: Single	Federal Allow.: 0	Net for Check: 1,589.24	Total Deductions: 836.46
Pay Period End Date: 02/28/2021	State Allow.: 0	Reg. Hours: 80.00	Direct Deposit: 1,589.24
Check Date: 03/04/2021		OT Hours: 8.00	YTD Gross: 14,962.82
	Local Allow.: 00	Suppl. Hours: 0.00	Comp Hrs Wrkd: 0.00

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Payroll ID: 517

Check Post Date: 03/04/2021

Pay Period End Date: 02/28/2021

Application: PR

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	81.54	407.70	FITW	300.83	2,131.26
PTO	DPW	25.48	32.00	0.00	815.36	891.80	SITW	96.16	601.27
441 H	101-441.000-702.000	25.48	3.00	0.00	76.44	10,618.81	SOCSEC_EE	150.39	927.69
441 H	203-478.000-702.000	25.48	12.00	2.50	401.31		MEDICARE_EE	35.17	216.96
441 H	590-000.000-702.000	25.48	3.00	0.00	76.44		FOC_GMACINTOSH	57.70	288.50
441 H	591-000.000-702.000	25.48	16.00	3.00	522.34		457_EE	163.08	815.40
441 H	661-000.000-702.000	25.48	2.00	0.00	50.96		HEALTH	33.13	165.65
441 H	202-478.000-702.000	25.48	12.00	2.50	401.31		SSB	1,589.24	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	16.00		96.00	0.00	32.00	0.00	0.00	64.00	80.00
VAC	VACATION	0.00		120.00	0.00	0.00	0.00	0.00	120.00	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:	676.60	Total Deductions:	91.40
Pay Period End Date:	02/28/2021	State Allow.:	0	Reg. Hours:	48.00	Direct Deposit:	676.60
Check Date:	03/04/2021	OT Hours:	0.00	YTD Gross:		3,740.00	
		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	3,740.00	SITW	32.64	158.95
							SOCSEC_EE	47.62	231.88
							MEDICARE_EE	11.14	54.23
							SSB	676.60	DEPOSIT

Name: 30108 - PAYNE, AMANDA J

Active

Employee ID:	30108	Department ID:	301	Gross for Check:	6,047.10	Net After Dir Dep:	0.00
Withholding Status:	Single	Federal Allow.:	0	Net for Check:	4,118.68	Total Deductions:	1,928.42
Pay Period End Date:	02/28/2021	State Allow.:	0	Reg. Hours:	329.00	Direct Deposit:	4,118.68
Check Date:	03/04/2021	OT Hours:	2.50	YTD Gross:		13,056.75	
		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	18.00	72.00	2.50	1,363.50	6,981.75	FITW	1,070.94	1,597.45
457 SS TAX	101-301.000-715.100	57.60	0.00	0.00	57.60	288.00	SITW	250.88	521.80
VACATION_POL	101-301.000-702.000	18.00	50.00	0.00	900.00	900.00	SOCSEC_EE	374.92	809.52
PTO	101-301.000-702.000	18.00	207.00	0.00	3,726.00	3,726.00	MEDICARE_EE	87.68	189.32

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Payroll ID: 517 Check Post Date: 03/04/2021 Pay Period End Date: 02/28/2021 Application: PR

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
							457_EE	144.00	779.13
							PNC	4,118.68	DEPOSIT

Leave Bank ID	Leave ID	Prev. Bal.	Comp Wrkd	Accrued	Lost	Taken	Buy Out	Adjusted	Net Change	New Balance
PTO	PERSONAL	32.00		175.00	0.00	207.00	0.00	0.00	-32.00	0.00
PTO POL	N/A	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00
VACATION_POL	VACATION_POL	0.00		50.00	0.00	50.00	0.00	0.00	0.00	0.00

Name: 30100 - POLACEK, JAMIE M Active

Employee ID:	30100	Department ID:	265	Gross for Check:	78.00	Net After Dir Dep:	68.70
Withholding Status:	Married	Federal Allow.:	0	Net for Check:	68.70	Total Deductions:	9.30
Pay Period End Date:	02/28/2021	State Allow.:	0	Reg. Hours:	6.00	Direct Deposit:	0.00
Check Date:	03/04/2021	Local Allow.:	00	OT Hours:	0.00	YTD Gross:	513.50
				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	6.00	0.00	78.00	513.50	SITW	3.32	21.83
							SOCSEC_EE	4.84	31.84
							MEDICARE_EE	1.14	7.45

Name: 30098 - ROESLER, DEAN C Active

Employee ID:	30098	Department ID:	301	Gross for Check:	180.00	Net After Dir Dep:	160.45
Withholding Status:	Single	Federal Allow.:	1	Net for Check:	160.45	Total Deductions:	19.55
Pay Period End Date:	02/28/2021	State Allow.:	1	Reg. Hours:	12.00	Direct Deposit:	0.00
Check Date:	03/04/2021	Local Allow.:	00	OT Hours:	0.00	YTD Gross:	1,207.50
				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	15.00	12.00	0.00	180.00	1,207.50	FITW	2.13	61.49
							SITW	3.65	31.66
							SOCSEC_EE	11.16	74.87
							MEDICARE_EE	2.61	17.51

Name: 30078 - SEABOLT, KIRK Active

Employee ID:	30078	Department ID:	441	Gross for Check:	2,378.40	Net After Dir Dep:	0.00
Withholding Status:	Married	Federal Allow.:	0	Net for Check:	1,575.76	Total Deductions:	802.64
Pay Period End Date:	02/28/2021	State Allow.:	0	Reg. Hours:	83.00	Direct Deposit:	1,575.76
Check Date:	03/04/2021	Local Allow.:	00	OT Hours:	4.00	YTD Gross:	12,191.50
				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
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= Deposited Ded/Exp * = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross

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Payroll ID: 517 Check Post Date: 03/04/2021 Pay Period End Date: 02/28/2021 Application: PR

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
441 H	DPW	22.00	8.00	0.00	176.00	10,708.50	SITW	93.19	478.02
441 H	202-463.000-702.000	22.00	4.50	0.00	99.00		MEDICARE_EE	34.49	176.78
441 H	202-478.000-702.000	22.00	26.00	0.00	572.00		SOCSEC_EE	147.46	755.87
441 H	203-463.000-702.000	22.00	4.50	0.00	99.00		FITW	241.50	1,241.63
441 H	203-478.000-702.000	22.00	26.00	0.00	572.00		457_EE	185.80	943.98
441 H	590-000.000-702.000	22.00	5.00	1.00	143.00		HEALTH	96.75	483.75
441 H	591-000.000-702.000	22.00	9.00	3.00	297.00		VISION	3.45	17.25
CLOTH_ALLOW	DPW	350.00	0.00	0.00	350.00	350.00	SSB	1,575.76	DEPOSIT
457 SS TAX	DPW 457 ALLOC	70.40	0.00	0.00	70.40	352.00			

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	0.00	0.00	0.00	0.00	15.00
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:	2,056.99	Total Deductions:	443.01
Pay Period End Date:	02/28/2021	State Allow.:	2	Reg. Hours:	80.00	Direct Deposit:	2,056.99
Check Date:	03/04/2021	Local Allow.:	00	OT Hours:	0.00	YTD Gross:	12,550.00
				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	11,500.00	FITW	150.23	763.31
							SITW	89.69	452.74
							SOCSEC_EE	154.21	777.31
							MEDICARE_EE	36.06	181.79
							DELTA DENTAL	12.82	12.82
							LAKE	2,056.99	DEPOSIT

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

Name: 30115 - SIMONS, BRADLEY A Active

Employee ID:	30115	Department ID:	441	Gross for Check:	1,164.00	Net After Dir Dep:	977.85
Withholding Status:	Single	Federal Allow.:	0	Net for Check:	977.85	Total Deductions:	186.15
Pay Period End Date:	02/28/2021	State Allow.:	1	Reg. Hours:	88.00	Direct Deposit:	0.00
Check Date:	03/04/2021	Local Allow.:	00	OT Hours:	6.00	YTD Gross:	2,250.00
				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
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= Deposited Ded/Exp * = Check Adjustment >> = Pre-Tax Deductions capped at Applicable Gross

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Payroll ID: 517 Check Post Date: 03/04/2021 Pay Period End Date: 02/28/2021 Application: PR

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
441 H	202-463.000-702.000	12.00	11.00	1.00	150.00	2,250.00	FITW	55.64	101.92
441 H	203-463.000-702.000	12.00	11.00	2.00	168.00		SITW	41.46	79.61
441 H	591-000.000-702.000	12.00	8.00	1.00	114.00		SOCSEC_EE	72.17	139.50
441 H	101-441.000-702.000	12.00	1.00	0.00	12.00		MEDICARE_EE	16.88	32.63
441 H	202-478.000-702.000	12.00	12.50	0.50	159.00				
441 H	DPW	12.00	8.00	0.00	96.00				
441 H	203-478.000-702.000	12.00	12.50	0.50	159.00				
441 H	590-000.000-702.000	12.00	14.50	1.00	192.00				
441 H	661-000.000-702.000	12.00	9.50	0.00	114.00				

Name: 30091 - VON DRAK, JOSEPH W Active

Employee ID:	30091	Department ID:	301	Gross for Check:	1,744.00	Net After Dir Dep:	0.00
Withholding Status:	Married	Federal Allow.:	0	Net for Check:	1,176.13	Total Deductions:	567.87
Pay Period End Date:	02/28/2021	State Allow.:	0	Reg. Hours:	80.00	Direct Deposit:	1,176.13
Check Date:	03/04/2021	Local Allow.:	00	OT Hours:	0.00	YTD Gross:	9,814.50
				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	21.00	80.00	0.00	1,680.00	8,334.50	FITW	164.17	934.80
457 SS TAX	101-301.000-715.100	64.00	0.00	0.00	64.00	320.00	SITW	65.80	374.22
							SOCSEC_EE	105.97	597.71
							MEDICARE_EE	24.79	139.79
							DELTA DENTAL	34.80	174.00
							457_EE	160.96	835.43
							VISION	11.38	56.90
							PREFERRED	1,176.13	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	0.00	0.00	0.00	0.00	32.50
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:	1,755.54	Total Deductions:	564.91
Pay Period End Date:	02/28/2021	State Allow.:	1	Reg. Hours:	80.00	Direct Deposit:	1,755.54
Check Date:	03/04/2021	Local Allow.:	00	OT Hours:	0.00	YTD Gross:	12,202.25
				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	10,263.52	FITW	125.88	701.40

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Payroll ID: 517

Check Post Date: 03/04/2021

Pay Period End Date: 02/28/2021

Application: PR

Paycode ID	Distribution	Rate	Hours	OT Hrs	Amt	YTD Amt	Ded/Exp ID	Amt	YTD Amt
457 SS TAX	101-301.000-715.100	89.25	0.00	0.00	89.25	446.25	SITW	83.02	440.60
							SOCSEC_EE	143.87	756.54
							MEDICARE_EE	33.64	176.93
							457_EE	178.50	892.50
							HUNT	1,755.54	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
VAC	VACATION	0.00		0.00	0.00	0.00	0.00	0.00	0.00	0.00

Report to Finance
March 8, 2021

	Description	General	Major St	Local St.	Sewer	Water	Motor Pool	Total
Klotz	Misc Supplies	\$ 21.64			\$ 69.32		\$ 1,014.83	\$ 1,105.79
At&T Mobility	PD Air Cards	\$ 158.92						\$ 158.92
Beckman Bros., Inc.	Sand		\$ 85.00	\$ 85.00				\$ 170.00
Delta Dental	Employee Dental Premiums	\$ 252.10	\$ 30.55	\$ 30.55	\$ 73.05	\$ 73.05	\$ 7.79	\$ 467.09
Great Lakes Energy	Street Lights	\$ 14.60						\$ 14.60
Priority Health	Employee Health Premiums	\$ 2,139.37	\$ 391.27	\$ 391.27	\$ 991.45	\$ 991.45	\$ 99.89	\$ 5,004.70
EGLE	2017 Groundwater Permit				\$ 4,882.10			\$ 4,882.10
Michigan Department Treasury	2020 Annual Return	\$ 6.79						\$ 6.79
Parmenter Law	Misc Legal Services	\$ 1,933.50						\$ 1,933.50
Staples	Misc Office Supplies	\$ 231.99						\$ 231.99
Verizon	Office Phones	\$ 146.50						\$ 146.50
DTE	Natural Gas	\$ 878.76			\$ 37.34			\$ 916.10
Republic Services	Waste Removal	\$ 265.54						\$ 265.54
West Michiga Fleet Parts	Equipment Repair Parts						\$ 23.74	\$ 23.74
Affordable Auto Services	PD Cruiser Repair						\$ 422.73	\$ 422.73
Oceana County Treasurer	Charge Back	\$ 691.75		\$ 272.87				\$ 964.62
Jons to Go	Portable Restroom	\$ 105.00						\$ 105.00
Michigan Municipal League	Membership Renewal	\$ 1,673.00						\$ 1,673.00
Charter Spectrum	Internet & Alarms	\$ 139.98			\$ 44.99	\$ 44.99		\$ 229.96
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
General		\$ 17,157.33						\$ -
Major Street		\$ 2,053.43						
Local Street		\$ 2,341.42						
Sewer		\$ 7,754.07						
Water		\$ 3,103.16						
Motor Pool		\$ 1,853.08						
Total		\$ 41,893.06						
Check Total		\$ 18,722.67						

Signature: *Steven Proctor*
Date: 3/4/2021

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2020-21 AMENDED BUDGET	2020-21 ORIGINAL BUDGET	AVAILABLE		% BGD USED
		NORMAL	(ABNORMAL)			NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Revenues								
Dept 000.000								
101-000.000-403.000	CURRENT PROP TAXES	274,784.82		274,784.82	249,500.00		0.00	100.00
101-000.000-405.000	PILOT REVENUES	6,142.90		6,142.90	4,000.00		0.00	100.00
101-000.000-407.000	DELINQUENT PROP TAXES	44,295.23		50,295.00	40,500.00		5,999.77	88.07
101-000.000-451.000	BUSINESS LICENSES-PERMITS	140.00		140.00	100.00		0.00	100.00
101-000.000-543.000	PD 302 STATE FUNDING	500.00		520.00	520.00		20.00	96.15
101-000.000-569.000	STATE GRANTS-LIQUOR FEES	1,324.40		1,324.40	1,300.00		0.00	100.00
101-000.000-573.000	PERSONAL PROPERTY TAX REIMBURSEMENT	10,008.04		10,008.04	0.00		0.00	100.00
101-000.000-574.000	STATE REVENUE SHARING	173,779.50		185,370.00	185,370.00		11,590.50	93.75
101-000.000-580.000	STATE REVENUE EVIP	24,555.00		49,277.00	49,277.00		24,722.00	49.83
101-000.000-590.000	TRSNF FROM RESERVES	0.00		0.00	0.00		0.00	0.00
101-000.000-607.000	Zoning Permit Fees	695.00		800.00	800.00		105.00	86.88
101-000.000-618.000	TAX COLLECTION FEES	633.10		4,200.00	4,200.00		3,566.90	15.07
101-000.000-645.000	LEAF BAGS	46.00		100.00	100.00		54.00	46.00
101-000.000-652.000	POLICE FINES, FEES, REPORTS	343.00		450.00	450.00		107.00	76.22
101-000.000-652.100	DUIL RESTITUTIONS	0.00		280.00	280.00		280.00	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	3,543.52		3,600.00	3,200.00		56.48	98.43
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	24,000.00		24,000.00	24,000.00		0.00	100.00
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	9,419.31		9,419.31	0.00		0.00	100.00
101-000.000-677.000	REIMBURSEMENTS	0.00		1,600.00	1,600.00		1,600.00	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	28,758.80		18,759.00	4,000.00		(9,999.80)	153.31
101-000.000-695.400	DELINQUENT DIVERSION PROGRAM REVENUE	0.00		0.00	0.00		0.00	0.00
Total Dept 000.000		602,968.62		641,070.47	569,197.00		38,101.85	94.06
TOTAL REVENUES		602,968.62		641,070.47	569,197.00		38,101.85	94.06
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	11,725.00		13,000.00	13,000.00		1,275.00	90.19
101-101.000-714.000	MEDICARE EXPENSE	170.03		188.50	188.50		18.47	90.20
101-101.000-715.000	PAYROLL W/H FICA	726.95		806.00	806.00		79.05	90.19
101-101.000-740.000	GEN OPER SUPPLIES	1,804.69		1,805.00	0.00		0.31	99.98
101-101.000-860.000	MILEAGE & MEALS	0.00		0.00	100.00		0.00	0.00
101-101.000-864.000	CONFERENCES & WORKSHOPS	0.00		0.00	600.00		0.00	0.00

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2020-21 ORIGINAL BUDGET	AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 101.000 - VILLAGE COUNCIL		14,426.67		15,799.50	14,694.50	1,372.83	91.31
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	458.89		459.00	0.00	0.11	99.98
101-191.000-900.000	PRINTING - PUBLISHINGS	0.00		0.00	0.00	0.00	0.00
Total Dept 191.000 - ELECTIONS COMMISSION		458.89		459.00	0.00	0.11	99.98
Dept 215.000 - VILLAGE CLERK							
101-215.000-702.000	SALARIES & WAGES	9,304.60		10,808.00	7,592.50	1,503.40	86.09
101-215.000-702.100	WAGES PART TIME ADMIN. ASST.	0.00		0.00	0.00	0.00	0.00
101-215.000-714.000	MEDICARE EXPENSE	136.51		180.00	110.09	43.49	75.84
101-215.000-715.000	PAYROLL W/H FICA	583.76		679.00	470.74	95.24	85.97
101-215.000-715.100	PAYROLL W/H RETIREMENT	205.50		247.00	208.00	41.50	83.20
101-215.000-716.000	HOSPITALIZATION	1,992.15		2,168.93	2,168.93	176.78	91.85
101-215.000-717.000	DENTAL INSURANCE	(99.83)		213.00	604.80	312.83	(46.87)
101-215.000-718.000	LIFE INSURANCE	41.36		108.96	108.96	67.60	37.96
101-215.000-719.000	VISION	(269.25)		162.00	209.76	431.25	(166.20)
101-215.000-727.000	OFFICE SUPPLIES-GEN	2,246.53		2,336.00	2,000.00	89.47	96.17
101-215.000-742.000	PRINTING SERVICES-OFFICE	3,091.92		3,000.00	2,400.00	(91.92)	103.06
101-215.000-801.000	PROFESSIONAL SERVICES	2,604.43		2,605.00	1,500.00	0.57	99.98
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		0.00	120.00	0.00	0.00
101-215.000-860.000	MILEAGE & MEALS	0.00		0.00	150.00	0.00	0.00
101-215.000-864.000	CONFERENCES & WORKSHOPS	0.00		0.00	100.00	0.00	0.00
101-215.000-900.000	PRINTING - PUBLISHINGS	263.40		300.00	200.00	36.60	87.80
101-215.000-910.000	INSURANCES	0.00		0.00	0.00	0.00	0.00
101-215.000-916.000	WORKMANS COMP INS.	(169.25)		0.00	400.00	169.25	100.00
101-215.000-930.000	CONTRACTED REPAIRS/MAINT	79.12		400.00	500.00	320.88	19.78
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		20,010.95		23,207.89	18,843.78	3,196.94	86.22
Dept 253.000 - VILLAGE TREASURER							
101-253.000-702.000	SALARIES & WAGES	7,584.31		9,493.00	7,592.50	1,908.69	79.89
101-253.000-702.100	WAGES PART TIME	0.00		0.00	0.00	0.00	0.00
101-253.000-714.000	MEDICARE EXPENSE	111.91		160.00	110.09	48.09	69.94
101-253.000-715.000	PAYROLL W/H FICA	478.67		590.00	470.74	111.33	81.13
101-253.000-715.100	PAYROLL W/H RETIREMENT	205.47		258.00	208.00	52.53	79.64
101-253.000-716.000	HOSPITALIZATION	2,167.58		2,289.00	2,168.93	121.42	94.70
101-253.000-717.000	DENTAL INSURANCE	100.42		204.00	0.00	103.58	49.23
101-253.000-718.000	LIFE INSURANCE	41.36		108.96	0.00	67.60	37.96
101-253.000-719.000	VISION	7.69		59.00	0.00	51.31	13.03
101-253.000-727.000	OFFICE SUPPLIES-GEN	2,329.51		2,250.00	1,000.00	(79.51)	103.53
101-253.000-800.000	SERVICES	1,999.75		2,000.00	1,500.00	0.25	99.99
101-253.000-851.000	COMMUNICATIONS PHONE	0.00		0.00	0.00	0.00	0.00
101-253.000-858.000	MEMBERSHIPS & DUES	87.99		125.00	125.00	37.01	70.39
101-253.000-860.000	MILEAGE & MEALS	0.00		0.00	50.00	0.00	0.00
101-253.000-864.000	CONFERENCES & WORKSHOPS	69.00		100.00	100.00	31.00	69.00
101-253.000-900.000	PRINTING - PUBLISHINGS	0.00		0.00	150.00	0.00	0.00
101-253.000-910.000	INSURANCES	0.00		0.00	0.00	0.00	0.00

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2020-21 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		15,183.66		17,636.96	13,475.26	2,453.30	86.09
Dept 255.000 - VILLAGE ADMINISTRATOR							
101-255.000-702.000	SALARIES & WAGES	18,672.32		19,178.00	15,648.00	505.68	97.36
101-255.000-714.000	MEDICARE EXPENSE	271.42		287.00	226.90	15.58	94.57
101-255.000-715.000	PAYROLL W/H FICA	1,160.65		1,190.00	970.18	29.35	97.53
101-255.000-715.100	PAYROLL W/H RETIREMENT	324.48		291.00	601.00	(33.48)	111.51
101-255.000-716.000	HOSPITALIZATION	705.96		946.78	946.78	240.82	74.56
101-255.000-717.000	DENTAL INSURANCE	85.98		100.20	100.20	14.22	85.81
101-255.000-718.000	LIFE INSURANCE	28.61		64.56	64.56	35.95	44.32
101-255.000-719.000	VISION	63.22		42.60	42.60	(20.62)	148.40
101-255.000-727.000	OFFICE SUPPLIES-GEN	981.60		1,000.00	1,500.00	18.40	98.16
101-255.000-800.000	CONTRACTED REPAIRS/MAINT	127.50		200.00	500.00	72.50	63.75
101-255.000-858.000	MEMBERSHIPS & DUES	844.13		1,000.00	1,000.00	155.87	84.41
101-255.000-860.000	MILEAGE & MEALS	28.00		100.00	1,600.00	72.00	28.00
101-255.000-864.000	CONFERENCES & WORKSHOPS	0.00		0.00	1,200.00	0.00	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		23,293.87		24,400.14	24,400.22	1,106.27	95.47
Dept 265.000 - VILLAGE HALL/GROUNDS							
101-265.000-702.000	SALARIES & WAGES	2,332.85		2,690.00	2,210.00	357.15	86.72
101-265.000-714.000	MEDICARE EXPENSE	33.82		72.00	32.05	38.18	46.97
101-265.000-715.000	PAYROLL W/H FICA	144.64		197.00	137.02	52.36	73.42
101-265.000-740.000	GEN OPER SUPPLIES	2,583.24		2,584.00	1,000.00	0.76	99.97
101-265.000-775.000	REPAIR/MAINT SUPPLIES	282.19		283.00	240.00	0.81	99.71
101-265.000-851.000	COMMUNICATIONS PHONE	3,690.36		4,200.00	4,200.00	509.64	87.87
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		4,153.00	7,000.00	4,153.00	0.00
101-265.000-917.000	SEWER UTILITIES	357.60		400.00	350.00	42.40	89.40
101-265.000-918.000	WATER UTILITY	214.87		235.00	185.00	20.13	91.43
101-265.000-920.000	PUBLIC UTILITIES - CONSUMERS	2,808.61		3,700.00	3,700.00	891.39	75.91
101-265.000-921.000	PUBLIC UTILITIES - MICH CON	585.49		785.00	400.00	199.51	74.58
101-265.000-930.000	CONTRACTED REPAIRS/MAINT	13,389.50		15,000.00	5,000.00	1,610.50	89.26
101-265.000-956.000	MISCELLANEOUS	251.50		255.00	100.00	3.50	98.63
101-265.000-970.000	CAPITAL OUTLAY	0.00		1,500.00	1,500.00	1,500.00	0.00
Total Dept 265.000 - VILLAGE HALL/GROUNDS		26,674.67		36,054.00	26,054.07	9,379.33	73.99
Dept 299.000 - OTHER GENERAL GOVT							
101-299.000-800.000	SERVICES	471.98		500.00	2,000.00	28.02	94.40
101-299.000-801.000	PROFESSIONAL SERVICES	34,247.92		31,500.00	30,000.00	(2,747.92)	108.72
101-299.000-807.000	AUDIT FEES	5,600.00		5,600.00	5,000.00	0.00	100.00
101-299.000-858.000	MEMBERSHIPS & DUES	60.00		330.00	3,650.00	270.00	18.18
101-299.000-910.000	INSURANCES	10,513.29		10,514.00	5,000.00	0.71	99.99
101-299.000-916.000	WORKMANS COMP INS.	(45.77)		100.00	100.00	145.77	(45.77)
101-299.000-916.100	UNEMPLOYMENT INS.	6,723.71		6,725.00	100.00	1.29	99.98
101-299.000-956.000	MISCELLANEOUS	97.59		100.00	100.00	2.41	97.59
101-299.000-970.000	CAPITAL OUTLAY	0.00		0.00	0.00	0.00	0.00

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2020-21 ORIGINAL BUDGET	AVAILABLE BALANCE	% BDGT USED
		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		57,668.72	55,369.00	45,950.00	(2,299.72)	104.15
Dept 301.000 - POLICE DEPT						
101-301.000-702.000	SALARIES & WAGES	132,715.05	149,025.00	99,025.00	16,309.95	89.06
101-301.000-702.100	WAGES PART TIME	40,463.00	41,975.00	45,975.00	1,512.00	96.40
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	2,548.74	2,700.00	2,102.50	151.26	94.40
101-301.000-715.000	PAYROLL W/H FICA	10,898.07	11,200.00	8,990.00	301.93	97.30
101-301.000-715.100	PAYROLL W/H RETIREMENT	3,524.30	3,562.00	3,062.00	37.70	98.94
101-301.000-716.000	HOSPITALIZATION	17,820.64	16,601.00	14,601.90	(1,219.64)	107.35
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	799.29	1,344.00	1,344.00	544.71	59.47
101-301.000-718.000	LIFE INSURANCE	291.84	325.00	225.00	33.16	89.80
101-301.000-719.000	VISION	448.98	466.20	466.20	17.22	96.31
101-301.000-727.000	OFFICE SUPPLIES-GEN	2,289.39	2,300.00	1,200.00	10.61	99.54
101-301.000-740.000	GEN OPER SUPPLIES	10,410.31	10,410.00	5,000.00	(0.31)	100.00
101-301.000-744.000	UNIFORMS	2,044.46	4,200.00	1,500.00	2,155.54	48.68
101-301.000-744.100	UNIFORMS -MAINTENANCE	12.00	50.00	50.00	38.00	24.00
101-301.000-775.000	REPAIR/MAINT SUPPLIES	129.38	500.00	500.00	370.62	25.88
101-301.000-800.000	SERVICES	1,486.28	1,500.00	1,500.00	13.72	99.09
101-301.000-851.000	COMMUNICATIONS PHONE	1,810.31	2,000.00	1,500.00	189.69	90.52
101-301.000-858.000	MEMBERSHIPS & DUES	970.00	970.00	800.00	0.00	100.00
101-301.000-860.000	MILEAGE & MEALS	312.24	60.00	0.00	(252.24)	520.40
101-301.000-862.000	TRAINING-LOCAL	400.00	400.00	400.00	0.00	100.00
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	439.29	500.00	500.00	60.71	87.86
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	7,495.61	7,495.61	5,250.00	0.00	100.00
101-301.000-910.000	INSURANCES	10,850.29	10,851.00	10,000.00	0.71	99.99
101-301.000-916.000	WORKMANS COMP INS.	1,333.09	1,340.00	10,000.00	6.91	99.48
101-301.000-917.000	SEWER UTILITIES	0.00	0.00	0.00	0.00	0.00
101-301.000-918.000	WATER UTILITY	14.00	84.00	0.00	70.00	16.67
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	11,000.00	12,000.00	12,000.00	1,000.00	91.67
101-301.000-956.000	MISCELLANEOUS	344.00	350.00	18,000.00	6.00	98.29
101-301.000-970.000	CAPITAL OUTLAY	0.00	1,500.00	1,500.00	1,500.00	0.00
Total Dept 301.000 - POLICE DEPT		260,850.56	283,708.81	245,491.60	22,858.25	91.94
Dept 400.000 - Planning Commission						
101-400.000-702.000	SALARIES & WAGES	1,400.00	2,400.00	2,400.00	1,000.00	58.33
101-400.000-714.000	MEDICARE EXPENSE	20.30	34.80	34.80	14.50	58.33
101-400.000-715.000	PAYROLL W/H FICA	86.80	148.80	148.80	62.00	58.33
101-400.000-801.000	PROFESSIONAL SERVICES	4,822.25	5,000.00	10,000.00	177.75	96.45
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	0.00	0.00	0.00	0.00
Total Dept 400.000 - Planning Commission		6,329.35	7,583.60	12,583.60	1,254.25	83.46

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2020-21 AMENDED BUDGET	2020-21 ORIGINAL BUDGET	AVAILABLE		% BGDGT USED
		NORMAL	(ABNORMAL)			NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
Dept 441.000 - DEPT OF PUBLIC WORKS								
101-441.000-702.000	SALARIES & WAGES	9,332.29		12,139.65	12,139.65	2,807.36		76.87
101-441.000-714.000	MEDICARE EXPENSE	140.34		176.03	176.03	35.69		79.73
101-441.000-715.000	PAYROLL W/H FICA	600.13		752.66	752.66	152.53		79.73
101-441.000-715.100	PAYROLL W/H RETIREMENT	344.63		384.00	384.00	39.37		89.75
101-441.000-716.000	HOSPITALIZATION	688.06		2,260.00	4,060.23	1,571.94		30.45
101-441.000-716.100	EMPLOYEE COST REIMBURSEMENT	0.00		0.00	600.00	0.00		0.00
101-441.000-717.000	DENTAL INSURANCE	57.72		210.24	210.24	152.52		27.45
101-441.000-718.000	LIFE INSURANCE	58.04		164.40	164.40	106.36		35.30
101-441.000-719.000	VISION	26.73		134.88	134.88	108.15		19.82
101-441.000-727.000	OFFICE SUPPLIES-GEN	108.30		200.00	600.00	91.70		54.15
101-441.000-740.000	GEN OPER SUPPLIES	2,620.49		2,800.00	1,800.00	179.51		93.59
101-441.000-775.000	REPAIR/MAINT SUPPLIES	533.30		550.00	300.00	16.70		96.96
101-441.000-818.000	CONTRACTURAL SERVICES	3,102.21		3,200.00	3,600.00	97.79		96.94
101-441.000-850.000	COMMUNICATIONS - RADIO	0.00		0.00	0.00	0.00		0.00
101-441.000-851.000	COMMUNICATIONS PHONE	3,549.55		3,800.00	2,900.00	250.45		93.41
101-441.000-858.000	MEMBERSHIPS & DUES	60.00		100.00	1,000.00	40.00		60.00
101-441.000-860.000	MILEAGE & MEALS	0.00		0.00	200.00	0.00		0.00
101-441.000-864.000	CONFERENCES & WORKSHOPS	0.00		0.00	400.00	0.00		0.00
101-441.000-900.000	PRINTING - PUBLISHINGS	0.00		0.00	75.00	0.00		0.00
101-441.000-910.000	INSURANCES	873.29		1,000.00	2,000.00	126.71		87.33
101-441.000-916.000	WORKMANS COMP INS.	(86.93)		500.00	500.00	586.93		(17.39)
101-441.000-917.000	SEWER UTILITIES	307.05		350.00	350.00	42.95		87.73
101-441.000-918.000	WATER UTILITY	188.33		245.00	185.00	56.67		76.87
101-441.000-920.000	PUBLIC UTILITIES - CONSUMERS	3,385.45		5,400.00	5,400.00	2,014.55		62.69
101-441.000-921.000	PUBLIC UTILITIES - MICH CON	3,268.09		3,600.00	3,600.00	331.91		90.78
101-441.000-930.000	CONTRACTED REPAIRS/MAINT	3,105.00		3,110.00	0.00	5.00		99.84
101-441.000-931.000	BUILDING REPAIRS/MAINT.	19.96		100.00	2,000.00	80.04		19.96
101-441.000-943.000	EQUIPMENT RENTAL	15,835.82		10,000.00	10,000.00	(5,835.82)		158.36
101-441.000-956.000	MISCELLANEOUS	0.00		250.00	250.00	250.00		0.00
101-441.000-976.000	BUILDING & YARDS IMPROVEMENT	0.00		0.00	2,000.00	0.00		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		48,117.85		51,426.86	55,782.09	3,309.01		93.57
Dept 448.000 - ST LIGHTING, CROSS/CHRIST.								
101-448.000-923.000	STREET LIGHTS	28,509.16		33,000.00	33,000.00	4,490.84		86.39
Total Dept 448.000 - ST LIGHTING, CROSS/CHRIST.		28,509.16		33,000.00	33,000.00	4,490.84		86.39
Dept 528.000 - WASTE COLLECTION FEES								
101-528.000-818.000	CONTRACTURAL SERVICES	5,011.49		5,500.00	5,500.00	488.51		91.12
Total Dept 528.000 - WASTE COLLECTION FEES		5,011.49		5,500.00	5,500.00	488.51		91.12
Dept 691.000 - PARKS RECREATION								
101-691.000-702.000	SALARIES & WAGES	20,490.78		20,500.00	15,259.65	9.22		99.96
101-691.000-714.000	MEDICARE EXPENSE	302.07		521.26	221.26	219.19		57.95
101-691.000-715.000	PAYROLL W/H FICA	1,291.65		2,000.00	946.10	708.35		64.58
101-691.000-715.100	PAYROLL W/H RETIREMENT	344.55		384.00	384.00	39.45		89.73

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE 02/28/2021		2020-21 AMENDED BUDGET	2020-21 ORIGINAL BUDGET	AVAILABLE BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)			NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
101-691.000-715.200	MED		0.00	0.00	0.00		0.00	0.00
101-691.000-715.300	SS-		0.00	0.00	0.00		0.00	0.00
101-691.000-716.000	HOSPITALIZATION		793.22	844.94	844.94		51.72	93.88
101-691.000-717.000	DENTAL INSURANCE		57.72	70.00	30.00		12.28	82.46
101-691.000-718.000	LIFE INSURANCE		58.04	75.00	31.20		16.96	77.39
101-691.000-719.000	VISION		26.73	40.00	19.32		13.27	66.83
101-691.000-740.000	GEN OPER SUPPLIES		36.00	50.00	150.00		14.00	72.00
101-691.000-775.000	REPAIR/MAINT SUPPLIES		1,028.29	1,030.00	1,000.00		1.71	99.83
101-691.000-801.000	PROFESSIONAL SERVICES		0.00	0.00	0.00		0.00	0.00
101-691.000-802.000	SHELBY SUMMER KICK OFF-SPONSORED		0.00	0.00	0.00		0.00	0.00
101-691.000-818.000	CONTRACTURAL SERVICES		2,246.81	3,000.00	20,000.00		753.19	74.89
101-691.000-910.000	INSURANCES		(122.71)	100.00	500.00		222.71	(122.71)
101-691.000-918.000	WATER UTILITY		2,876.39	2,900.00	0.00		23.61	99.19
101-691.000-920.000	PUBLIC UTILITIES - CONSUMERS		1,775.12	1,750.00	1,600.00		(25.12)	101.44
101-691.000-930.000	CONTRACTED REPAIRS/MAINT		2,908.03	3,000.00	0.00		91.97	96.93
101-691.000-931.000	BUILDING REPAIRS/MAINT.		0.00	0.00	0.00		0.00	0.00
101-691.000-943.000	EQUIPMENT RENTAL		12,222.61	25,000.00	25,000.00		12,777.39	48.89
101-691.000-967.000	PROJECT COSTS		53.38	500.00	500.00		446.62	10.68
101-691.000-967.100	GETTY PARK RENOVATION		0.00	0.00	0.00		0.00	0.00
101-691.000-970.000	CAPITAL OUTLAY		20,629.86	20,630.00	4,200.00		0.14	100.00
101-691.000-976.000	BUILDING & YARDS IMPROVEMENT		498.08	1,000.00	1,000.00		501.92	49.81
101-691.000-976.200	TREE/FLOWER		800.00	800.00	800.00		0.00	100.00
Total Dept 691.000 - PARKS RECREATION			68,316.62	84,195.20	72,486.47		15,878.58	81.14
TOTAL EXPENDITURES			574,852.46	638,340.96	568,261.59		63,488.50	90.05
Fund 101 - GENERAL FUND:								
TOTAL REVENUES			602,968.62	641,070.47	569,197.00		38,101.85	94.06
TOTAL EXPENDITURES			574,852.46	638,340.96	568,261.59		63,488.50	90.05
NET OF REVENUES & EXPENDITURES			28,116.16	2,729.51	935.41		(25,386.65)	1,030.08

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2020-21 AMENDED BUDGET	2020-21 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	0.00
103-000.000-664.000	INTEREST EARNED		2,601.00	5,000.00	5,000.00		2,399.00	52.02
103-000.000-676.000	CONT. FROM OTHER FUNDS		0.00	0.00	0.00		0.00	0.00
Total Dept 000.000			2,601.00	5,000.00	5,000.00		2,399.00	52.02
TOTAL REVENUES			2,601.00	5,000.00	5,000.00		2,399.00	52.02
Expenditures								
Dept 000.000								
103-000.000-999.000	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
TOTAL EXPENDITURES			0.00	0.00	0.00		0.00	0.00
Fund 103 - GENERAL INVESTMENT FUND:								
TOTAL REVENUES			2,601.00	5,000.00	5,000.00		2,399.00	52.02
TOTAL EXPENDITURES			0.00	0.00	0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES			2,601.00	5,000.00	5,000.00		2,399.00	52.02

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2020-21 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	264,017.45		260,000.00		15,982.55	94.29
202-000.000-571.000	OTHER STATE GRANTS	0.00		0.00		0.00	0.00
202-000.000-590.000	TRSNF FROM RESERVES	0.00		0.00		0.00	0.00
202-000.000-664.000	INTEREST EARNED	764.40	1,800.00	1,800.00		1,035.60	42.47
202-000.000-664.900	INT-PRIME VEST	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
202-000.000-675.000	FEDERAL REVENUE	0.00		0.00		0.00	0.00
202-000.000-677.000	REIMBURSEMENTS	0.00		0.00		0.00	0.00
202-000.000-695.000	MISC. REVENUES	0.00		0.00		0.00	0.00
Total Dept 000.000		264,781.85	281,800.00	261,800.00		17,018.15	93.96
TOTAL REVENUES		264,781.85	281,800.00	261,800.00		17,018.15	93.96
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	404.75	5,246.00	5,677.53		4,841.25	7.72
202-451.000-714.000	MEDICARE EXPENSE	5.87	82.32	82.32		76.45	7.13
202-451.000-715.000	PAYROLL W/H FICA	25.10	352.00	352.00		326.90	7.13
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	(171.49)	0.00	0.00		171.49	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	0.00	0.00		0.00	0.00
202-451.000-821.000	ENGINEERING SERVICES	274.89	275.00	0.00		0.11	99.96
202-451.000-943.000	EQUIPMENT RENTAL	203.97	600.00	600.00		396.03	34.00
202-451.000-970.000	CAPITAL OUTLAY	0.00	0.00	0.00		0.00	0.00
Total Dept 451.000 - CONSTRUCTION		743.09	6,555.32	6,711.85		5,812.23	11.34
Dept 463.000 - ROUTINE MAINTENANCE							
202-463.000-702.000	SALARIES & WAGES	18,013.27	17,877.00	14,876.53		(136.27)	100.76
202-463.000-714.000	MEDICARE EXPENSE	273.85	315.00	215.71		41.15	86.94
202-463.000-715.000	PAYROLL W/H FICA	1,170.37	1,222.00	922.34		51.63	95.77
202-463.000-715.100	PAYROLL W/H RETIREMENT	861.65	960.00	960.00		98.35	89.76
202-463.000-716.000	HOSPITALIZATION	4,253.18	3,929.07	3,929.07		(324.11)	108.25
202-463.000-717.000	DENTAL INSURANCE	281.91	274.00	193.80		(7.91)	102.89
202-463.000-718.000	LIFE INSURANCE	157.97	225.00	125.52		67.03	70.21
202-463.000-719.000	VISION	89.28	105.72	105.72		16.44	84.45
202-463.000-740.000	GEN OPER SUPPLIES	528.02	750.00	750.00		221.98	70.40
202-463.000-782.000	ROAD MAINT. MATERIALS	1,545.21	5,000.00	5,000.00		3,454.79	30.90
202-463.000-818.000	CONTRACTURAL SERVICES	17,590.53	36,420.00	40,000.00		18,829.47	48.30
202-463.000-910.000	INSURANCES	0.00	0.00	0.00		0.00	0.00
202-463.000-916.000	WORKMANS COMP INS.	(169.25)	600.00	600.00		769.25	(28.21)

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2020-21 AMENDED BUDGET	2020-21 ORIGINAL BUDGET	AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)			NORMAL	(ABNORMAL)	
Fund 202 - MAJOR STREET								
Expenditures								
202-463.000-943.000	EQUIPMENT RENTAL		3,557.43	6,400.00	6,400.00		2,842.57	55.58
202-463.000-945.000	ROUTINE SIDEWALK MAINTENANCE		1,495.94	15,000.00	15,000.00		13,504.06	9.97
Total Dept 463.000 - ROUTINE MAINTENANCE			49,649.36	89,077.79	89,078.69		39,428.43	55.74
Dept 474.000 - TRAFFIC SERVICES								
202-474.000-702.000	SALARIES & WAGES		571.53	5,677.53	5,677.53		5,106.00	10.07
202-474.000-714.000	MEDICARE EXPENSE		8.28	82.32	82.32		74.04	10.06
202-474.000-715.000	PAYROLL W/H FICA		35.45	352.01	352.01		316.56	10.07
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		461.50	1,500.00	1,500.00		1,038.50	30.77
202-474.000-818.000	CONTRACTURAL SERVICES		0.00	500.00	500.00		500.00	0.00
202-474.000-943.000	EQUIPMENT RENTAL		141.58	1,500.00	1,500.00		1,358.42	9.44
Total Dept 474.000 - TRAFFIC SERVICES			1,218.34	9,611.86	9,611.86		8,393.52	12.68
Dept 478.000 - WINTER MAINTENANCE								
202-478.000-702.000	SALARIES & WAGES		5,934.99	5,677.53	5,677.53		(257.46)	104.53
202-478.000-714.000	MEDICARE EXPENSE		86.05	82.32	82.32		(3.73)	104.53
202-478.000-715.000	PAYROLL W/H FICA		367.95	352.01	352.01		(15.94)	104.53
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		711.32	20,000.00	20,000.00		19,288.68	3.56
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		7,084.11	10,000.00	10,000.00		2,915.89	70.84
Total Dept 478.000 - WINTER MAINTENANCE			14,184.42	36,711.86	36,711.86		22,527.44	38.64
Dept 482.000 - BOOKKEEPING-ADMINISTRATION								
202-482.000-702.000	SALARIES & WAGES		19,551.10	20,294.00	16,794.00		742.90	96.34
202-482.000-714.000	MEDICARE EXPENSE		284.52	313.00	243.51		28.48	90.90
202-482.000-715.000	PAYROLL W/H FICA		1,216.64	1,241.00	1,041.23		24.36	98.04
202-482.000-715.100	PAYROLL W/H RETIREMENT		354.79	651.00	651.00		296.21	54.50
202-482.000-716.000	HOSPITALIZATION		0.00	0.00	0.00		0.00	0.00
202-482.000-717.000	DENTAL INSURANCE		0.00	0.00	0.00		0.00	0.00
202-482.000-718.000	LIFE INSURANCE		0.00	0.00	0.00		0.00	0.00
202-482.000-719.000	VISION		0.00	0.00	0.00		0.00	0.00
202-482.000-727.000	OFFICE SUPPLIES-GEN		10.60	0.00	0.00		(10.60)	100.00
202-482.000-801.000	PROFESSIONAL SERVICES		1,220.14	1,200.00	0.00		(20.14)	101.68
202-482.000-807.000	AUDIT FEES		500.00	600.00	600.00		100.00	83.33
202-482.000-910.000	INSURANCES		0.00	0.00	0.00		0.00	0.00
202-482.000-916.000	WORKMANS COMP INS.		(132.70)	600.00	600.00		732.70	(22.12)
202-482.000-956.000	MISCELLANEOUS		0.00	0.00	0.00		0.00	0.00
Total Dept 482.000 - BOOKKEEPING-ADMINISTRATION			23,005.09	24,899.00	19,929.74		1,893.91	92.39
TOTAL EXPENDITURES			88,800.30	166,855.83	162,044.00		78,055.53	53.22

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE 02/28/2021		2020-21	2020-21	AVAILABLE		% BDGT USED
		NORMAL	(ABNORMAL)	AMENDED BUDGET	ORIGINAL BUDGET	NORMAL	(ABNORMAL)	
Fund 202 - MAJOR STREET								
Fund 202 - MAJOR STREET:								
	TOTAL REVENUES	264,781.85		281,800.00	261,800.00		17,018.15	93.96
	TOTAL EXPENDITURES	88,800.30		166,855.83	162,044.00		78,055.53	53.22
	NET OF REVENUES & EXPENDITURES	175,981.55		114,944.17	99,756.00		(61,037.38)	153.10

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2020-21 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	108,393.10		108,393.10	76,207.00	0.00	100.00
203-000.000-405.000	PILOT REVENUES	2,509.08		2,509.08	200.00	0.00	100.00
203-000.000-407.000	DELINQUENT PROP TAXES	13,405.59		13,503.00	11,703.00	97.41	99.28
203-000.000-546.000	ACT 51 MONIES	74,078.41		75,000.00	75,000.00	921.59	98.77
203-000.000-570.000	Metro Authority Maintenance	9,571.41		19,000.00	19,000.00	9,428.59	50.38
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	0.00		0.00	0.00	0.00	0.00
203-000.000-590.000	TRSNF FROM RESERVES	0.00		23,973.00	0.00	23,973.00	0.00
203-000.000-664.000	INTEREST EARNED	6,649.83		6,452.00	3,000.00	(197.83)	103.07
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		214,607.42		248,830.18	185,110.00	34,222.76	86.25
TOTAL REVENUES		214,607.42		248,830.18	185,110.00	34,222.76	86.25
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	525.75		5,677.53	5,677.53	5,151.78	9.26
203-451.000-714.000	MEDICARE EXPENSE	7.63		82.32	82.32	74.69	9.27
203-451.000-715.000	PAYROLL W/H FICA	32.61		352.01	352.01	319.40	9.26
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	(171.49)		0.00	0.00	171.49	100.00
203-451.000-818.000	CONTRACTURAL SERVICES	0.00		129,163.00	130,000.00	129,163.00	0.00
203-451.000-821.000	ENGINEERING SERVICES	742.52		1,500.00	1,500.00	757.48	49.50
203-451.000-943.000	EQUIPMENT RENTAL	203.97		1,000.00	1,000.00	796.03	20.40
203-451.000-970.000	CAPITAL OUTLAY	0.00		0.00	0.00	0.00	0.00
Total Dept 451.000 - CONSTRUCTION		1,340.99		137,774.86	138,611.86	136,433.87	0.97
Dept 463.000 - ROUTINE MAINTENANCE							
203-463.000-702.000	SALARIES & WAGES	18,032.95		17,886.00	14,876.53	(146.95)	100.82
203-463.000-714.000	MEDICARE EXPENSE	274.21		275.00	215.71	0.79	99.71
203-463.000-715.000	PAYROLL W/H FICA	1,171.25		1,162.00	922.34	(9.25)	100.80
203-463.000-715.100	PAYROLL W/H RETIREMENT	861.11		959.00	959.00	97.89	89.79
203-463.000-716.000	HOSPITALIZATION	4,253.18		3,929.07	3,929.07	(324.11)	108.25
203-463.000-717.000	DENTAL INSURANCE	281.91		294.00	193.80	12.09	95.89
203-463.000-718.000	LIFE INSURANCE	157.97		176.00	125.52	18.03	89.76
203-463.000-719.000	VISION	89.28		105.72	105.72	16.44	84.45
203-463.000-740.000	GEN OPER SUPPLIES	448.84		750.00	750.00	301.16	59.85
203-463.000-782.000	ROAD MAINT. MATERIALS	1,020.01		3,540.00	5,000.00	2,519.99	28.81
203-463.000-818.000	CONTRACTURAL SERVICES	455.17		500.00	0.00	44.83	91.03
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 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2020-21 ORIGINAL BUDGET	AVAILABLE		% BGD USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 203 - LOCAL STREET							
Expenditures							
203-463.000-916.000	WORKMANS COMP INS.		(169.25)	600.00	600.00	769.25	(28.21)
203-463.000-943.000	EQUIPMENT RENTAL		3,557.43	6,000.00	6,000.00	2,442.57	59.29
203-463.000-945.000	ROUTINE SIDEWALK MAINTENANCE		1,710.87	3,000.00	5,000.00	1,289.13	57.03
203-463.000-946.000	ALLEY IMPROVEMNTS		0.00	0.00	0.00	0.00	0.00
Total Dept 463.000 - ROUTINE MAINTENANCE			32,144.93	39,176.79	38,677.69	7,031.86	82.05
Dept 474.000 - TRAFFIC SERVICES							
203-474.000-702.000	SALARIES & WAGES		753.03	5,677.53	5,677.53	4,924.50	13.26
203-474.000-714.000	MEDICARE EXPENSE		10.91	82.32	82.32	71.41	13.25
203-474.000-715.000	PAYROLL W/H FICA		46.70	352.01	352.01	305.31	13.27
203-474.000-715.100	PAYROLL W/H RETIREMENT		0.00	0.00	0.00	0.00	0.00
203-474.000-716.000	HOSPITALIZATION		0.00	0.00	0.00	0.00	0.00
203-474.000-786.000	TRAFFICE CONTROL SUPPLIES		461.50	1,500.00	1,500.00	1,038.50	30.77
203-474.000-818.000	CONTRACTURAL SERVICES		0.00	0.00	0.00	0.00	0.00
203-474.000-943.000	EQUIPMENT RENTAL		141.58	1,500.00	1,500.00	1,358.42	9.44
203-474.000-970.000	CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00
Total Dept 474.000 - TRAFFIC SERVICES			1,413.72	9,111.86	9,111.86	7,698.14	15.52
Dept 478.000 - WINTER MAINTENANCE							
203-478.000-702.000	SALARIES & WAGES		6,420.18	5,677.53	5,677.53	(742.65)	113.08
203-478.000-714.000	MEDICARE EXPENSE		93.09	82.32	82.32	(10.77)	113.08
203-478.000-715.000	PAYROLL W/H FICA		398.07	352.01	352.01	(46.06)	113.08
203-478.000-715.100	PAYROLL W/H RETIREMENT		0.00	651.00	651.00	651.00	0.00
203-478.000-716.000	HOSPITALIZATION		0.00	0.00	0.00	0.00	0.00
203-478.000-782.000	ROAD MAINT. MATERIALS		0.00	0.00	0.00	0.00	0.00
203-478.000-784.000	SNOW REMOVAL SUPPLIES		711.31	20,000.00	20,000.00	19,288.69	3.56
203-478.000-818.000	CONTRACTURAL SERVICES		0.00	0.00	0.00	0.00	0.00
203-478.000-910.000	INSURANCES		0.00	0.00	0.00	0.00	0.00
203-478.000-916.000	WORKMANS COMP INS.		(169.25)	600.00	600.00	769.25	(28.21)
203-478.000-943.000	EQUIPMENT RENTAL		7,084.11	10,000.00	10,000.00	2,915.89	70.84
Total Dept 478.000 - WINTER MAINTENANCE			14,537.51	37,362.86	37,362.86	22,825.35	38.91
Dept 482.000 - BOOKKEEPING-ADMINISTRATION							
203-482.000-702.000	SALARIES & WAGES		19,551.07	20,394.00	16,794.00	842.93	95.87
203-482.000-714.000	MEDICARE EXPENSE		284.54	325.00	243.51	40.46	87.55
203-482.000-715.000	PAYROLL W/H FICA		1,216.57	1,191.00	1,041.22	(25.57)	102.15
203-482.000-715.100	PAYROLL W/H RETIREMENT		354.47	651.00	0.00	296.53	54.45
203-482.000-716.000	HOSPITALIZATION		0.00	0.00	0.00	0.00	0.00
203-482.000-717.000	DENTAL INSURANCE		0.00	0.00	0.00	0.00	0.00
203-482.000-718.000	LIFE INSURANCE		0.00	0.00	0.00	0.00	0.00
203-482.000-719.000	VISION		0.00	0.00	0.00	0.00	0.00
203-482.000-727.000	OFFICE SUPPLIES-GEN		10.59	0.00	0.00	(10.59)	100.00
203-482.000-740.000	GEN OPER SUPPLIES		0.00	0.00	0.00	0.00	0.00
203-482.000-801.000	PROFESSIONAL SERVICES		1,220.14	1,200.00	0.00	(20.14)	101.68
203-482.000-807.000	AUDIT FEES		500.00	600.00	600.00	100.00	83.33
203-482.000-910.000	INSURANCES		0.00	0.00	0.00	0.00	0.00
203-482.000-916.000	WORKMANS COMP INS.		205.80	205.80	0.00	0.00	100.00
203-482.000-956.000	MISCELLANEOUS		0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE 02/28/2021		2020-21 AMENDED BUDGET	2020-21 ORIGINAL BUDGET	AVAILABLE BALANCE		% BDGT USED
		NORMAL	(ABNORMAL)			NORMAL	(ABNORMAL)	
Fund 203 - LOCAL STREET								
Expenditures								
	Total Dept 482.000 - BOOKKEEPING-ADMINISTRATION	23,343.18		24,566.80	18,678.73		1,223.62	95.02
TOTAL EXPENDITURES		<u>72,780.33</u>		<u>247,993.17</u>	<u>242,443.00</u>		<u>175,212.84</u>	<u>29.35</u>
Fund 203 - LOCAL STREET:								
TOTAL REVENUES		214,607.42		248,830.18	185,110.00		34,222.76	86.25
TOTAL EXPENDITURES		<u>72,780.33</u>		<u>247,993.17</u>	<u>242,443.00</u>		<u>175,212.84</u>	<u>29.35</u>
NET OF REVENUES & EXPENDITURES		141,827.09		837.01	(57,333.00)		(140,990.08)	.6,944.49

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE 02/28/2021		2020-21 AMENDED BUDGET	2020-21 ORIGINAL BUDGET	AVAILABLE BALANCE		% 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	0.00
304-000.000-405.000	PILOT REVENUES		0.00	0.00	0.00		0.00	0.00
304-000.000-407.000	DELINQUENT PROP TAXES		0.00	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	0.00
304-000.000-590.000	TRSNF FROM RESERVES		(9,419.31)	0.00	0.00		9,419.31	100.00
304-000.000-664.000	INTEREST EARNED		8.81	0.00	0.00		(8.81)	100.00
304-000.000-676.000	CONT. FROM OTHER FUNDS		0.00	0.00	0.00		0.00	0.00
Total Dept 000.000			(9,410.50)	0.00	0.00		9,410.50	100.00
TOTAL REVENUES			(9,410.50)	0.00	0.00		9,410.50	100.00
Expenditures								
Dept 000.000								
304-000.000-990.000	PRINCIPAL ON BOND PAYMENTS		0.00	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	0.00
304-000.000-996.000	AGENT FEES ON BOND PAYMENTS		0.00	0.00	0.00		0.00	0.00
Total Dept 000.000			0.00	0.00	0.00		0.00	0.00
TOTAL EXPENDITURES			0.00	0.00	0.00		0.00	0.00
Fund 304 - ST IMPROVEMENT-DEBT SERVICE:								
TOTAL REVENUES			(9,410.50)	0.00	0.00		9,410.50	100.00
TOTAL EXPENDITURES			0.00	0.00	0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES			(9,410.50)	0.00	0.00		9,410.50	100.00

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2020-21 ORIGINAL BUDGET	AVAILABLE		% BDGT 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	0.00	0.00
590-000.000-590.000	TRSNF FROM RESERVES	0.00	0.00	0.00	0.00	0.00	0.00
590-000.000-630.000	NEW SERVICE, TURNON, NON OPER	0.00	34,134.16	0.00	34,134.16	0.00	0.00
590-000.000-635.000	ECCI FEES	9,722.83	9,725.00	9,625.00	2.17	99.98	
590-000.000-655.000	LATE FEES/PENALTIES	6,294.42	6,300.00	6,250.00	5.58	99.91	
590-000.000-660.000	SEWER SALES	172,284.35	172,720.00	166,800.00	435.65	99.75	
590-000.000-660.100	SEWER-READY TO SERVE CHG	212,128.24	212,300.00	210,000.00	171.76	99.92	
590-000.000-664.000	INTEREST EARNED	613.98	6,000.00	6,000.00	5,386.02	10.23	
590-000.000-664.200	INT-SEWER REPLACEMENT	1,123.71	1,055.00	600.00	(68.71)	106.51	
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		402,167.53	442,234.16	399,275.00	40,066.63	90.94	
TOTAL REVENUES		402,167.53	442,234.16	399,275.00	40,066.63	90.94	
Expenditures							
Dept 000.000							
590-000.000-702.000	SALARIES & WAGES	89,771.41	110,583.90	110,583.90	20,812.49	81.18	
590-000.000-714.000	MEDICARE EXPENSE	1,336.63	1,603.47	1,603.47	266.84	83.36	
590-000.000-715.000	PAYROLL W/H FICA	5,714.01	6,856.20	6,856.20	1,142.19	83.34	
590-000.000-715.100	PAYROLL W/H RETIREMENT	2,827.19	3,402.00	3,402.00	574.81	83.10	
590-000.000-716.000	HOSPITALIZATION	11,147.24	12,061.20	12,061.20	913.96	92.42	
590-000.000-717.000	DENTAL INSURANCE	674.84	736.68	736.68	61.84	91.61	
590-000.000-718.000	LIFE INSURANCE	365.14	342.12	342.12	(23.02)	106.73	
590-000.000-719.000	VISION	198.75	351.84	351.84	153.09	56.49	
590-000.000-727.000	OFFICE SUPPLIES-GEN	210.13	400.00	400.00	189.87	52.53	
590-000.000-740.000	GEN OPER SUPPLIES	4,611.32	4,320.00	4,000.00	(291.32)	106.74	
590-000.000-741.000	OP SUP SEWER GENERAL	5,867.81	5,900.00	5,900.00	32.19	99.45	
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	51.91	3,600.00	3,600.00	3,548.09	1.44	
590-000.000-776.200	REP/MAINT SUP S CUST SERVICE	1,945.41	2,968.00	4,000.00	1,022.59	65.55	
590-000.000-776.300	REP/MAINT SUP S LIFT STATIONS	416.00	6,500.00	10,000.00	6,084.00	6.40	
590-000.000-776.400	REP/MAINT SUP S LAGOONS	7,643.34	12,000.00	15,000.00	4,356.66	63.69	
590-000.000-801.000	PROFESSIONAL SERVICES	980.31	1,200.00	1,200.00	219.69	81.69	
590-000.000-807.000	AUDIT FEES	1,750.00	1,800.00	1,800.00	50.00	97.22	
590-000.000-807.500	PERMIT FEES	8,532.10	3,725.00	3,725.00	(4,807.10)	229.05	
590-000.000-818.200	CONTRACTED SERVICES SEWER	4,377.50	7,900.00	7,900.00	3,522.50	55.41	
590-000.000-818.400	CONTRACT SER SEWER ECCI	3,992.90	9,712.00	11,500.00	5,719.10	41.11	
590-000.000-821.200	ENGINEERING SERVICES SEWER	0.00	0.00	0.00	0.00	0.00	
590-000.000-851.000	COMMUNICATIONS PHONE	1,008.84	1,200.00	500.00	191.16	84.07	
590-000.000-851.100	COMMUNICATIONS IPAD	38.01	38.01	0.00	0.00	100.00	
590-000.000-858.000	MEMBERSHIPS & DUES	284.00	284.00	0.00	0.00	100.00	
590-000.000-860.000	MILEAGE & MEALS	110.69	110.69	0.00	0.00	100.00	
590-000.000-864.000	CONFERENCES & WORKSHOPS	326.45	326.45	0.00	0.00	100.00	
590-000.000-900.000	PRINTING - PUBLISHINGS	0.00	0.00	0.00	0.00	0.00	
590-000.000-910.000	INSURANCES	380.29	400.00	400.00	19.71	95.07	
590-000.000-916.000	WORKMANS COMP INS.	242.35	2,400.00	2,400.00	2,157.65	10.10	
590-000.000-920.100	UTILITIES WWTP	42,105.93	47,000.00	38,000.00	4,894.07	89.59	

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2020-21 ORIGINAL BUDGET	AVAILABLE		% BGD USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 590 - SEWER FUND							
Expenditures							
590-000.000-920.200	SEWER LIFT PUMPS	5,235.65		6,000.00	6,000.00	764.35	87.26
590-000.000-940.000	BUILDING RENTAL	3,600.00		3,600.00	3,600.00	0.00	100.00
590-000.000-943.200	EQUIP RENTAL SEWER	11,611.84		20,000.00	20,000.00	8,388.16	58.06
590-000.000-956.000	MISCELLANEOUS	10.00		20.00	0.00	10.00	50.00
590-000.000-956.100	ACH File Direct Payment	0.00		0.00	0.00	0.00	0.00
590-000.000-957.100	BAD DEBT EXPENSE	0.00		0.00	0.00	0.00	0.00
590-000.000-968.000	DEPRECIATION EXPENSE	0.00		0.00	0.00	0.00	0.00
590-000.000-969.000	BOND ISSUE AMORTIZATION	0.00		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	0.00
590-000.000-971.100	CAPITOL OUTLAY-LAND	0.00		0.00	0.00	0.00	0.00
590-000.000-972.000	CAP OUT-COMPUTERS	0.00		0.00	0.00	0.00	0.00
590-000.000-977.000	EQUIPMENT PURCHASES	0.00		0.00	0.00	0.00	0.00
590-000.000-990.000	PRINCIPAL ON BOND PAYMENTS	48,000.00		48,000.00	48,000.00	0.00	100.00
590-000.000-995.000	INTEREST ON BOND PAYMENTS	108,077.50		108,078.00	108,078.00	0.50	100.00
590-000.000-995.100	INTEREST EXPENSE	0.00		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	0.00
590-000.000-999.000	TRANSFER TO OTHER FUNDS	0.00		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	0.00
Total Dept 000.000		373,445.49		433,419.56	431,940.41	59,974.07	86.16
Dept 537.000 - WASTEWATER TREATMENT PROGRAM							
590-537.000-801.000	PROFESSIONAL SERVICES	0.00		0.00	0.00	0.00	0.00
590-537.000-807.000	AUDIT FEES	0.00		0.00	0.00	0.00	0.00
590-537.000-807.500	PERMIT FEES	0.00		0.00	0.00	0.00	0.00
590-537.000-818.200	CONTRACTED SERVICES SEWER	0.00		0.00	0.00	0.00	0.00
590-537.000-821.200	ENGINEERING SERVICES SEWER	0.00		0.00	0.00	0.00	0.00
590-537.000-977.000	EQUIPMENT PURCHASES	0.00		0.00	0.00	0.00	0.00
Total Dept 537.000 - WASTEWATER TREATMENT PROGRAM		0.00		0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		373,445.49		433,419.56	431,940.41	59,974.07	86.16
Fund 590 - SEWER FUND:							
TOTAL REVENUES		402,167.53		442,234.16	399,275.00	40,066.63	90.94
TOTAL EXPENDITURES		373,445.49		433,419.56	431,940.41	59,974.07	86.16
NET OF REVENUES & EXPENDITURES		28,722.04		8,814.60	(32,665.41)	(19,907.44)	325.85

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2020-21 ORIGINAL BUDGET	AVAILABLE		% BGD USED
		NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 591 - WATER FUND							
Revenues							
Dept 000.000							
591-000.000-555.000	GRANT WHPP	0.00		0.00		0.00	0.00
591-000.000-566.000	STATE GRANTS	0.00		0.00		0.00	0.00
591-000.000-590.000	TRSNF FROM RESERVES	0.00	173,297.12	0.00		173,297.12	0.00
591-000.000-630.000	NEW SERVICE, TURNON, NON OPER	180.00		5,000.00		4,820.00	3.60
591-000.000-635.000	ECCI FEES	5,130.46		5,130.00		(0.46)	100.01
591-000.000-650.000	WATER SALES	139,005.00	138,710.00	127,200.00		(295.00)	100.21
591-000.000-650.100	WATER READY TO SERVE CHARGE	109,113.58	109,120.00	108,200.00		6.42	99.99
591-000.000-655.000	LATE FEES/PENALTIES	3,649.05	3,950.00	3,950.00		300.95	92.38
591-000.000-664.000	INTEREST EARNED	1,976.49	4,000.00	4,000.00		2,023.51	49.41
591-000.000-664.300	INT-REDEMPTION WATER	236.20	240.00	240.00		3.80	98.42
591-000.000-664.400	INT-REPLACEMENT WATER	461.25	465.00	300.00		3.75	99.19
591-000.000-664.500	INT-RESERVE DWRF BONDS	0.00	700.00	700.00		700.00	0.00
591-000.000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00		0.00	0.00
591-000.000-676.000	CONT. FROM OTHER FUNDS	0.00	0.00	0.00		0.00	0.00
591-000.000-677.000	REIMBURSEMENTS	288.00	290.00	0.00		2.00	99.31
591-000.000-690.000	LOAN PROCEEDS	0.00	0.00	0.00		0.00	0.00
591-000.000-695.000	MISC. REVENUES	65.00	65.00	0.00		0.00	100.00
591-000.000-695.200	TOWER RENTAL-NPI	22,562.40	24,480.00	24,480.00		1,917.60	92.17
591-000.000-695.300	TOWER RENTAL T-MOBILE	27,260.04	26,857.20	26,857.20		(402.84)	101.50
591-000.000-698.000	SALE OF BONDS/STOCKS	0.00	0.00	0.00		0.00	0.00
Total Dept 000.000		309,927.47	492,304.32	306,057.20		182,376.85	62.95
TOTAL REVENUES		309,927.47	492,304.32	306,057.20		182,376.85	62.95
Expenditures							
Dept 000.000							
591-000.000-702.000	SALARIES & WAGES	102,656.97	110,583.91	110,583.91		7,926.94	92.83
591-000.000-714.000	MEDICARE EXPENSE	1,522.15	1,603.47	1,603.47		81.32	94.93
591-000.000-715.000	PAYROLL W/H FICA	6,511.74	6,856.20	6,856.20		344.46	94.98
591-000.000-715.100	PAYROLL W/H RETIREMENT	2,824.05	3,402.00	3,402.00		577.95	83.01
591-000.000-716.000	HOSPITALIZATION	11,147.22	12,061.20	12,061.20		913.98	92.42
591-000.000-717.000	DENTAL INSURANCE	674.84	736.68	736.68		61.84	91.61
591-000.000-718.000	LIFE INSURANCE	365.14	351.84	342.12		(13.30)	103.78
591-000.000-719.000	VISION	198.75	351.84	351.84		153.09	56.49
591-000.000-727.000	OFFICE SUPPLIES-GEN	210.14	400.00	400.00		189.86	52.54
591-000.000-740.000	GEN OPER SUPPLIES	4,604.36	4,500.00	4,500.00		(104.36)	102.32
591-000.000-740.300	OP SUP WATER TRANS/DIST	0.00	400.00	400.00		400.00	0.00
591-000.000-752.000	SAW GRANT EXPENSE	0.00	0.00	0.00		0.00	0.00
591-000.000-777.100	REP/MAINT SUP WATER TRANS/DIS	142,987.33	143,500.00	145,000.00		512.67	99.64
591-000.000-777.200	REP/MAINT SUP W CUSTOMER SER	803.37	3,200.00	3,200.00		2,396.63	25.11
591-000.000-777.300	REP/MAINT SUP W WELLS	235.88	1,700.00	3,500.00		1,464.12	13.88
591-000.000-801.000	PROFESSIONAL SERVICES	7,699.81	5,300.00	4,000.00		(2,399.81)	145.28
591-000.000-807.000	AUDIT FEES	1,750.00	1,800.00	1,800.00		50.00	97.22
591-000.000-818.100	CONTRACTED SERVICES WATER	5,696.62	5,700.00	5,000.00		3.38	99.94
591-000.000-818.300	CONTRACT SER WATER ECCI	13,317.87	14,000.00	5,000.00		682.13	95.13
591-000.000-818.500	Well Head Protection Program	0.00	0.00	0.00		0.00	0.00
591-000.000-821.100	ENGINEERING SERVICES WATER	5,009.43	5,010.00	5,000.00		0.57	99.99
591-000.000-851.000	COMMUNICATIONS PHONE	179.59	600.00	600.00		420.41	29.93
591-000.000-858.000	MEMBERSHIPS & DUES	2,035.05	2,045.00	1,375.00		9.95	99.51
591-000.000-860.000	MILEAGE & MEALS	236.90	236.90	0.00		0.00	100.00
591-000.000-864.000	CONFERENCES & WORKSHOPS	(225.00)	600.00	600.00		825.00	(37.50)
591-000.000-900.000	PRINTING - PUBLISHINGS	0.00	500.00	500.00		500.00	0.00

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE 02/28/2021		2020-21 AMENDED BUDGET	2020-21 ORIGINAL BUDGET	AVAILABLE BALANCE		% BGD USED
		NORMAL	(ABNORMAL)			NORMAL	(ABNORMAL)	
Fund 591 - WATER FUND								
Expenditures								
591-000.000-910.000	INSURANCES		1,468.29	1,500.00	1,500.00		31.71	97.89
591-000.000-916.000	WORKMANS COMP INS.		777.43	1,700.00	4,200.00		922.57	45.73
591-000.000-920.100	WATER PUMPING		21,755.46	22,000.00	22,000.00		244.54	98.89
591-000.000-940.000	BUILDING RENTAL		8,400.00	8,400.00	8,400.00		0.00	100.00
591-000.000-943.100	EQUIP RENTAL WATER		13,514.87	23,280.00	25,000.00		9,765.13	58.05
591-000.000-956.000	MISCELLEANEOUS		10.00	20.00	0.00		10.00	50.00
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		10,474.94	12,000.00	12,000.00		1,525.06	87.29
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		80,000.00	80,000.00	80,000.00		0.00	100.00
591-000.000-995.000	INTEREST ON BOND PAYMENTS		5,250.00	6,250.00	6,250.00		1,000.00	84.00
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			452,093.20	480,589.04	476,162.42		28,495.84	94.07
TOTAL EXPENDITURES			452,093.20	480,589.04	476,162.42		28,495.84	94.07
Fund 591 - WATER FUND:								
TOTAL REVENUES			309,927.47	492,304.32	306,057.20		182,376.85	62.95
TOTAL EXPENDITURES			452,093.20	480,589.04	476,162.42		28,495.84	94.07
NET OF REVENUES & EXPENDITURES			(142,165.73)	11,715.28	(170,105.22)		153,881.01	1,213.51

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE		2020-21 AMENDED BUDGET	2020-21 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		41,533.00	0.00		41,533.00	0.00
661-000.000-664.000	INTEREST EARNED	1,594.44		2,400.00	2,400.00		805.56	66.44
661-000.000-664.100	INT EARNED -EQ POOL REPLACE	0.00		600.00	600.00		600.00	0.00
661-000.000-664.900	INT-PRIME VEST	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
661-000.000-677.000	REIMBURSEMENTS	0.00		0.00	0.00		0.00	0.00
661-000.000-679.100	REIMB FROM: MAJOR STREETS	10,987.09		18,500.00	18,500.00		7,512.91	59.39
661-000.000-679.200	REIMB FROM: LOCAL STREETS	10,987.09		18,500.00	18,500.00		7,512.91	59.39
661-000.000-679.300	REIMB FROM: WATER	13,514.87		25,000.00	25,000.00		11,485.13	54.06
661-000.000-679.400	REIMB FROM: SEWER	11,611.84		20,000.00	20,000.00		8,388.16	58.06
661-000.000-679.500	REIMB FROM: GENERAL	39,058.43		47,000.00	47,000.00		7,941.57	83.10
661-000.000-680.000	REIMB FROM: WATER LOAN	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
661-000.000-695.000	MISC. REVENUES	0.00		0.00	0.00		0.00	0.00
Total Dept 000.000		87,753.76		173,533.00	132,000.00		85,779.24	50.57
TOTAL REVENUES		87,753.76		173,533.00	132,000.00		85,779.24	50.57
Expenditures								
Dept 000.000								
661-000.000-702.000	SALARIES & WAGES	17,934.88		17,651.00	16,051.65		(283.88)	101.61
661-000.000-714.000	MEDICARE EXPENSE	265.24		282.00	232.75		16.76	94.06
661-000.000-715.000	PAYROLL W/H FICA	1,133.30		1,155.00	995.20		21.70	98.12
661-000.000-715.100	PAYROLL W/H RETIREMENT	410.86		534.00	534.00		123.14	76.94
661-000.000-716.000	HOSPITALIZATION	912.09		1,456.00	2,456.51		543.91	62.64
661-000.000-717.000	DENTAL INSURANCE	59.65		140.04	140.04		80.39	42.59
661-000.000-718.000	LIFE INSURANCE	123.53		154.00	114.60		30.47	80.21
661-000.000-719.000	VISION	30.72		85.68	85.68		54.96	35.85
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	682.40		700.00	600.00		17.60	97.49
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	138.32		200.00	200.00		61.68	69.16
661-000.000-751.000	GASOLINE-OIL	22,306.06		25,000.00	27,000.00		2,693.94	89.22
661-000.000-775.000	REPAIR/MAINT SUPPLIES	1,851.10		1,860.00	1,600.00		8.90	99.52
661-000.000-775.100	REPAIR/MAINT SUP-VEHICLES	823.48		1,200.00	2,000.00		376.52	68.62
661-000.000-775.200	REPAIR/MAINT SUP-OTHER EQUIP	8,006.92		7,100.00	3,600.00		(906.92)	112.77
661-000.000-775.300	REPAIR/MAINT SUP-POLICE CRUISER	512.92		800.00	200.00		287.08	64.12
661-000.000-775.400	REPAIR/MAINT SUP-WINTER VEHICLES	1,559.00		1,700.00	1,000.00		141.00	91.71
661-000.000-801.000	PROFESSIONAL SERVICES	225.00		225.00	225.00		0.00	100.00
661-000.000-807.000	AUDIT FEES	1,490.00		1,490.00	1,000.00		0.00	100.00
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	9,819.26		9,900.00	8,500.00		80.74	99.18
661-000.000-916.000	WORKMANS COMP INS.	468.73		500.00	1,500.00		31.27	93.75
661-000.000-930.000	CONTRACTED REPAIRS/MAINT	3,167.63		2,500.00	1,000.00		(667.63)	126.71
661-000.000-930.100	CONTRACT. REP/MAIN-OTHER EQUIP	2,738.01		4,500.00	4,500.00		1,761.99	60.84
661-000.000-930.200	CONTRACT. REP/MAIN-POLICE CRUISER	13,095.01		12,700.00	1,200.00		(395.01)	103.11
661-000.000-940.000	BUILDING RENTAL	12,000.00		12,000.00	12,000.00		0.00	100.00
661-000.000-943.000	EQUIPMENT RENTAL	0.00		0.00	0.00		0.00	0.00

PERIOD ENDING 02/28/2021

GL NUMBER	DESCRIPTION	YTD BALANCE 02/28/2021		2020-21 AMENDED BUDGET	2020-21 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		72,923.00	72,925.00	65,000.00		2.00	100.00
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			172,677.11	176,757.72	151,735.43		4,080.61	97.69
TOTAL EXPENDITURES			172,677.11	176,757.72	151,735.43		4,080.61	97.69
Fund 661 - EQUIPMENT POOL FUND:								
TOTAL REVENUES			87,753.76	173,533.00	132,000.00		85,779.24	50.57
TOTAL EXPENDITURES			172,677.11	176,757.72	151,735.43		4,080.61	97.69
NET OF REVENUES & EXPENDITURES			(84,923.35)	(3,224.72)	(19,735.43)		81,698.63	2,633.51
TOTAL REVENUES - ALL FUNDS								
			1,875,397.15	2,284,772.13	1,858,439.20		409,374.98	82.08
TOTAL EXPENDITURES - ALL FUNDS								
			1,734,648.89	2,143,956.28	2,032,586.85		409,307.39	80.91
NET OF REVENUES & EXPENDITURES			140,748.26	140,815.85	(174,147.65)		67.59	99.95

CASH SUMMARY BY ACCOUNT FOR VILLAGE OF SHELBY
 FROM 02/01/2021 TO 02/28/2021
 FUND: 101 103 202 203 304 590 591 661 701
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 02/01/2021	Total Debits	Total Credits	Ending Balance 02/28/2021
Fund 101	GENERAL FUND				
001.000	CASH - CHECKING	300.00	50,932.59	50,932.59	300.00
002.000	CASH INVESTMENT POOL	206,504.62	30,257.52	50,932.59	185,829.55
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	206,804.62	81,190.11	101,865.18	186,129.55
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	21,687.55	21,687.55	0.00
002.000	CASH INVESTMENT POOL	700,121.14	36.40	21,687.55	678,469.99
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	700,121.14	21,723.95	43,375.10	678,469.99
Fund 203	LOCAL STREET				
001.000	CASH - CHECKING	0.00	6,109.56	6,109.56	0.00
002.000	CASH INVESTMENT POOL	988,669.44	777.92	6,109.56	983,337.80
009.000	SSB CD 200090743 5-YR 2020	0.00	0.00	0.00	0.00
	LOCAL STREET	988,669.44	6,887.48	12,219.12	983,337.80
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	0.00	21,803.06	21,803.06	0.00
002.000	CASH INVESTMENT POOL	(75,996.11)	23,601.69	22,170.01	(74,564.43)
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	766,239.30	45,404.75	43,973.07	767,670.98
Fund 591	WATER FUND				
001.000	CASH - CHECKING	0.00	18,694.67	18,694.67	0.00
002.000	CASH INVESTMENT POOL	227,667.58	16,519.81	18,882.30	225,305.09
002.110	CASH RESERVES DWRP 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	410,104.36	35,214.48	37,576.97	407,741.87
Fund 661	EQUIPMENT POOL FUND				
001.000	CASH - CHECKING	0.00	18,083.28	18,083.28	0.00
002.000	CASH INVESTMENT POOL	449,629.56	13.86	18,083.28	431,560.14
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
	EQUIPMENT POOL FUND	449,629.56	18,097.14	36,166.56	431,560.14
Fund 701	TRUST & AGENCY FUND				

CASH SUMMARY BY ACCOUNT FOR VILLAGE OF SHELBY
 FROM 02/01/2021 TO 02/28/2021
 FUND: 101 103 202 203 304 590 591 661 701
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 02/01/2021	Total Debits	Total Credits	Ending Balance 02/28/2021
001.000	CASH - CHECKING	3,407.85	12,532.48	12,220.30	3,720.03
002.000	CASH INVESTMENT POOL	(3,385.09)	0.00	312.18	(3,697.27)
	TRUST & AGENCY FUND	22.76	12,532.48	12,532.48	22.76
	TOTAL - ALL FUNDS	3,860,233.01	221,050.39	287,708.48	3,793,574.92