

OSHTEMO CHARTER TOWNSHIP BOARD
7275 West Main Street
Kalamazoo, MI 49009

November 15th, 2022

Refer to [Township Board Agenda Packet](#) page 3 for Virtual Meeting Information

REGULAR MEETING
6:00 P.M.
AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Public Comment on Non-Regular Session Items

WORK SESSION ITEMS

4. Discussion on Fire Station One Turnout Gear Washing Machine Plumbing
5. Other Updates & Business

BREAK (Time Permitting) – 7:05 P.M.

REGULAR SESSION ITEMS – 7:15 P.M.

6. Consent Agenda
 - a. Approve Minutes – October 25, 2022 & November 9, 2022 Special Meeting
 - b. Receipts & Disbursements Report
 - c. 2023 Accounting, Auditing, Engineering, Traffic Engineering, Legal, & Sextant Consultants and Services
 - d. Oshtemo Housing Study Contract Amendment
 - e. Job Description Amendments – Paralegal/Legal Assistant
 - f. 2023 Depositories
 - g. Budget Amendments
7. Consideration of Collective Bargaining Agreement
8. Public Hearing– Fire Protection Special Assessment District
9. Public Hearing– Street Light Special Assessment District
10. Public Hearing– Police Protection Special Assessment Districts 2004-1 and 2009-1
11. Public Hearing-- Road Maintenance and Improvement Millage
12. Public Hearing– 2023 General & Special Revenue Funds Budget/General Tax Levy 1.5/Detailed Format
13. Consideration of 2023 Township Officers' and Trustees Compensation & Trustees Compensation Policy
14. Consideration of Routine Expenditures and Purchases
15. Consideration of Capital Improvement Plan
16. Consideration of Compensation Policy Amendment for New Hires
17. First Reading - General Ordinance 407 Amendments (Regarding MERS Benefit)
18. Public Comment
19. Board Member Comments
20. Adjournment

**Policy for Public Comment
Township Board Regular Meetings, Planning Commission & ZBA Meetings**

All public comment shall be received during one of the following portions of the Agenda of an open meeting:

- a. Citizen Comment on Non-Agenda Items or Public Comment – while this is not intended to be a forum for dialogue and/or debate, if a citizen inquiry can be answered succinctly and briefly, it will be addressed or it may be delegated to the appropriate Township Official or staff member to respond at a later date. More complicated questions can be answered during Township business hours through web contact, phone calls, email (oshtemo@oshtemo.org), walk-in visits, or by appointment.
- b. After an agenda item is presented by staff and/or an applicant, public comment will be invited. At the close of public comment there will be Board discussion prior to call for a motion. While comments that include questions are important, depending on the nature of the question, whether it can be answered without further research, and the relevance to the agenda item at hand, the questions may not be discussed during the Board deliberation which follows.

Anyone wishing to make a comment will be asked to come to the podium to facilitate the audio/visual capabilities of the meeting room. Speakers will be invited to provide their name, but it is not required.

All public comment offered during public hearings shall be directed, and relevant, to the item of business on which the public hearing is being conducted. Comment during the Public Comment Non-Agenda Items may be directed to any issue.

All public comment shall be limited to four (4) minutes in duration unless special permission has been granted in advance by the Supervisor or Chairperson of the meeting.

Public comment shall not be repetitive, slanderous, abusive, threatening, boisterous, or contrary to the orderly conduct of business. The Supervisor or Chairperson of the meeting shall terminate any public comment which does not follow these guidelines.

(adopted 5/9/2000)
(revised 5/14/2013)
(revised 1/8/2018)

Questions and concerns are welcome outside of public meetings during Township Office hours through phone calls, stopping in at the front desk, by email, and by appointment. The customer service counter is open from Monday-Thursday, 8:00 a.m. – 5:00 p.m., and on Friday, 8:00 a.m. – 1:00 p.m. Additionally, questions and concerns are accepted at all hours through the website contact form found at www.oshtemo.org, email, postal service, and voicemail. Staff and elected official contact information is provided below. If you do not have a specific person to contact, please direct your inquiry to oshtemo@oshtemo.org and it will be directed to the appropriate person.

Oshtemo Township Board of Trustees		
<u>Supervisor</u>		
Libby Heiny-Cogswell	216-5220	libbyhc@oshtemo.org
<u>Clerk</u>		
Dusty Farmer	216-5224	dfarmer@oshtemo.org
<u>Treasurer</u>		
Clare Buszka	216-5260	cbuszka@oshtemo.org
<u>Trustees</u>		
Cheri Bell	372-2275	cbell@oshtemo.org
Kristin Cole	375-4260	kcole@oshtemo.org
Zak Ford	271-5513	zford@oshtemo.org
Kizzy Bradford	375-4260	kbradford@oshtemo.org

Township Department Information			
<u>Assessor:</u>			
Kristine Biddle	216-5225	assessor@oshtemo.org	
<u>Fire Chief:</u>			
Greg McComb	375-0487	gmccomb@oshtemo.org	
<u>Ordinance Enforcement:</u>			
Rick Suwarsky	216-5227	rsuwarsky@oshtemo.org	
<u>Parks Director:</u>			
Karen High	216-5233	khigh@oshtemo.org	
Rental Info	216-5224	oshtemo@oshtemo.org	
<u>Planning Director:</u>			
Iris Lubbert	216-5223	ilubbert@oshtemo.org	
<u>Public Works Director:</u>			
Anna Horner	216-5228	ahorner@oshtemo.org	

Zoom Instructions for Participants

Before a videoconference:

1. You will need a computer, tablet, or smartphone with a speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. If you are going to make a public comment, please use a microphone or headphones with a microphone to cut down on feedback, if possible.
3. Details, phone numbers, and links to videoconference or conference call are provided below. The details include a link to “**Join via computer**” as well as phone numbers for a conference call option. It will also include the 11-digit Meeting ID.

To join the videoconference:

1. At the start time of the meeting, click on this link to [join via computer](#). You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without the link by going to [join.zoom.us](#) on any browser and entering this Meeting ID: **811 0987 9275**

If you are having trouble hearing the meeting or do not have the ability to join using a computer, tablet, or smartphone then you can join via conference call by following instructions below.

To join the conference by phone:

1. On your phone, dial the teleconferencing number: **1-929-205-6099**
2. When prompted using your touchtone (DTMF) keypad, enter the Meeting ID number: **811 0987 9275#**

Participant controls in the lower-left corner of the Zoom screen:



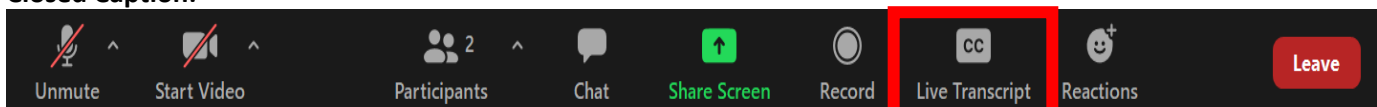
Using the icons at the bottom of the Zoom screen, you can (some features will be locked to participants during the meeting):

- Participants – opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand. **This will be used to indicate that you want to make a public comment.**
- Chat – opens pop-up screen that allows participants to post comments during the meeting.

If you are attending the meeting by phone, to use the “Raise Hand” feature **press *9 on your touchtone keypad.**

Public comments will be handled by the “Raise Hand” method as instructed above within Participant Controls.

Closed Caption:



Turn on Closed Caption:

Using the icons at the bottom of the Zoom screen:

1. Click on the “Live Transcription” button.
2. Then select “Show Subtitle”.

Memorandum



Date: 9 November 2022
To: Township Board
From: Maintenance Dept & Fire Dept
Subject: Fire Station #1 Gear Washer Utility Connections

Objective

Requesting consideration of funding water and sewer connections for Fireline Gear Washer for Fire Station 1.

Background

Firefighters have been using the turnout washer at Fire Station #2. This causes preventable travel on a regular basis affecting valuable time as well as fiscal implications.

Information Provided

The Fireline Gear Washer was purchased per 2022 Fire Equipment budget. Installation of heavy duty washer details were more involved than anticipated. Therefore, we are asking Board to consider approval of water and sewer connections for the Gear Washer vendor (Universal Laundry Machinery) to be able install equipment at Fire Station 1. Maintenance Director Greg Fountain obtained price quotes for installation of the two plumbing connections. The quotes are as follows:

Preferred Plumbing - \$7,500 (no electrical). Includes saw cutting concrete floor for access from existing APP by bathroom to new washer (approx. 20 ft.). Concrete cutting, removal, and patch.

RW LaPine - \$9,975 (no electrical). Includes saw cutting concrete floor for access from existing APP bay bathroom to new washer (approx. 20 ft.). Concrete cutting, removal, and patch.

Mail City Mechanical (MCM) - \$10,526. Total includes electrical (\$750). No cutting floor for access to existing bathroom but installing sump pump to pump water up and over to existing bathroom plumbing. Minimal concrete cutting required to install sump pit.

** All estimates approach the \$10,000 range when including electrical work.*

Maintenance Director concern with cutting cement floor:

- Large mess with cement dust from cutting 20'x12" trench.
- Additional repairs will be needed to apparatus bay bathroom floor.
- Unknown pipes and electrical service buried in floor; none of these contractors can estimate costs if a pipe or electrical line were severed.
- Results in plumbing buried in concrete.

Recommendation would be to move forward with MCM for the following reasons:

- Less invasive concrete removal and patching required.
- No damage to existing bathroom.
- All plumbing accessible for future maintenance/repairs.
- MCM has done similar installations for Kalamazoo and Portage Fire Departments.

Core Values Recognized

Sustainability (Environmental Impact, Conscious Decision-Making), Innovation (Increase Accessibility), Integrity (Logical Decision-Making), & Fiscal Stewardship (Effective, Efficient, Wise Investment).

**APPOINTMENT
OF ACCOUNTING, AUDITING,
CIVIL ENGINEERING, TRAFFIC
ENGINEERING, LEGAL, &
SEXTANT SERVICES**

2023

Accounting

Siegfried, Crandall P.C.

Accounting Special Projects

Vredeveld Haefner LLC

Auditing

SeberTans, PLC

Civil Engineering (Primary)

Prein & Newhof

Civil Engineering (Secondary)*

Williams & Works

Traffic Engineering (Primary)

Prein & Newhof (Scott Tezak, PE)

Traffic Engineering (Secondary)

Midwestern Consulting LLC (James Valenta, PE)

Legal

Warner Norcross + Judd LLP (Labor)

Randall L. Brown Law PLC (HR)

Fahey & Schultz (Litigation)

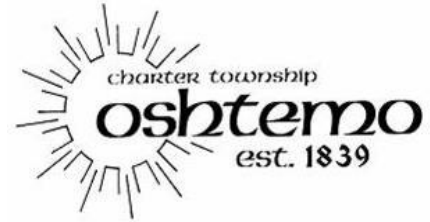
Gordon Rees Scully Mansukhani, LLP

(Employment Law)

Cemetery Sextant

RI Excavating

*For any Township review effort or project, the engineering consultant for any applicant or outside government entity shall be a different engineering company than the township civil engineering consultant.



Memorandum

Date: November 15, 2022
To: Township Board
From: Iris Lubbert, Planning Director
Subject: Oshtemo Housing Plan – contract amendment

Objective

Township Board consideration to accept the amended housing plan proposal from the W.E. Upjohn Institute for Employment Research for the development of a Housing Action Plan for Oshtemo Township as part of a Master Plan update. The amended proposal increases the project cost from \$20,000 to \$25,000; no budget amendment is needed and the existing Planning Department Consultant budget will be utilized as intended.

Background

The Township Board originally authorized the agreement with the W.E. Upjohn Institute for Employment Research for the development of a Housing Action Plan at their regular September 14, 2021 meeting. The Housing Plan for Oshtemo consists of four phases: project initiation and establishment of baseline data, building alignment, plan research and design, and lastly plan delivery and dissemination. Phase one of the plan is underway.

At the Planning Commission's August 11, 2022 regular meeting, the Commission was asked to review and answer questions presented by the W.E. Upjohn Institute for Employment Research to ensure that the consultant was clear on the Planning Commission's vision for the project's end result. Based on the Commission's answers, the W.E. Upjohn Institute modified the workplan to better accommodate the Townships' needs and questions. Changes in the workplan include:

- Updating the tables and charts from the previous 2011 plan
- Tapestry data updates from 2011 plan
- Helping to answer the question of physical efficiency of land use and subsequently the owner-occupied vs rental inquiry.
- Community data and meetings beyond original proposal with the inclusion of online data creation and analysis. As well as the addition of more hands-on/ interactive public meetings verse discussion-based meetings.

At their October 27th regular meeting the Planning Commission discussed and unanimously motioned to recommend approval of the amended proposal/workplan to develop a Housing Action Plan for Oshtemo Township with the W.E. Upjohn Institute for Employment Research for a total cost not to exceed \$25,000.

Proposal for the Development of a Housing Plan for Oshtemo Township

Submitted to:
Municipal Leaders of Oshtemo Township

Submitted by:
Lee Adams & Emily Petz

W.E. Upjohn Institute for Employment Research
300 S. Westnedge Avenue
Kalamazoo, MI 49007
269-343-5541

September, 2022

Scope of Work

Phase I: Project Initiation and Establishment of Baseline Data

First, the Upjohn Team will help organize a group of local leaders who will serve as the project steering committee (the Committee). The Committee will guide and support the work conducted for this project. To ensure success, the Upjohn Team will work with the Committee to identify expectations, roles, and priorities before initiating any activities.

In this first phase, the Upjohn Team will review existing data and plans to discover the factors that are already positively and negatively impacting housing in the Township, as well as the reasons why these factors persist. Accordingly, the Upjohn Team will use previously collected data and research as well as new research to assess the attributes of the Township's housing ecosystem. The Upjohn Team will borrow from its work towards creating the Kalamazoo County Housing Plan (currently underway) to reduce duplication of data collection. This data collection and research will establish baseline metrics, which are important for measuring the impact of the work conducted under this plan and by other partners. Additionally, a comparison of local data to historical and national data will help the Upjohn Team, the Committee, and stakeholders in the Township understand why the current conditions exist and how the Township compares to its peers. The establishment of baseline data will help the Upjohn Team and the Committee to understand what the most pressing housing needs in the Township and begin to identify strategies that might be appropriately and effectively implemented to address these conditions.

Upjohn Team Activities

Research and Data Collection

- Utilize and supplement the housing data previously collected
 - Data sources:
 - US Census / American Community Survey
 - Census on the Map / Unemployment Insurance Records
 - U.S. Housing Confidence Survey
 - NAHB Housing Market Index
 - Claritas
 - ESRI
 - Infutor
 - Multiple Listing Service (possible, not confirmed)
- Review existing housing plans for all relevant parts of the County
- Update data from 2011 Master Plan
- Examine applicability of the housing feasibility model created by the Upjohn Team
- Develop local intelligence on the County's housing ecosystem
 - Survey a broad group of stakeholders
 - Conduct interviews of, or facilitate group discussions with, key informants

Committee Interaction (Township Board)

- Establish plan desires and goals for the housing plan
 - Complete questionnaire to communicate details of needs

- Work with the Committee to establish baseline metrics to track progress

Steering Committee Responsibilities

- Help to establish baseline and aspirational metrics to track progress
 - Assist Upjohn Team with procurement of local intelligence
 - Review data assembled by the Upjohn Team
- Assist Upjohn Team in recruiting participants and encouraging meeting attendance

Timeline of Phase I Activities (2022-2023)

Activity	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July
Baseline Data												
Committee Meetings												

Phase II: Building Alignment

Alignment is the first step to maximizing the impact of community monetary and organizational resources. Ensuring that all partners and funders focus on using their resources toward common goals helps to ensure that collaboration between those organizations results in improved housing conditions. Alignment also helps to reduce duplication of work, misunderstanding of roles, mission creep, and service coverage gaps, by empowering all actors to do their best and most efficient work.

To bring about reliable alignment for the housing plan, the Upjohn Team will organize initial stakeholder meetings. For long-term success, however, local leaders will need to maintain ongoing meetings with stakeholders. Attendees of these initial meetings will discuss their perceptions of the housing ecosystem in their area of focus, better understand the roles and responsibilities of the organizations working in the housing field, and benchmark any progress made towards shared housing goals.. In order to better understand the issues raised by stakeholders, the Upjohn Team will also interview community members. From this research and community interaction, the Upjohn team will build on existing - or create new - asset maps to help stakeholders and the Committee understand the housing resources dedicated to each area of Oshtemo Township. This understanding will help the Committee clarify the roles of various housing stakeholders, identify gaps, and align their priorities by setting the goals of the housing plan.

Upjohn Team Activities

Research and Data Collection

- Identify key stakeholders and their activities
- Research potential funding resources
- Organize qualitative data collection from community and stakeholder meetings
- Analyze existing housing planning work and needs

Community Interaction

- Organize and facilitate stakeholder meetings
- Conduct focus group discussions with identified stakeholders
- Conduct follow-up interviews, as needed, based on results of discussions

Steering Committee Responsibilities

- Connect the Upjohn Team to key stakeholders
- Encourage stakeholders to participate in meetings
- Review asset map
- Establish long-term goals for the housing ecosystem in the Township

Timeline of Phase II Activities (2022-2023)

Phase II: Building Alignment												
Activity	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July
Research and data collection												
Community Interaction												
Steering Committee Interaction												

Phase III: Plan Research and Design

In the third phase of the project, the Upjohn Team will work with the Committee and local stakeholders to identify implementation strategies that are most likely to be effective and feasible within the Township. The Upjohn Team will help to identify strategies by conducting a gap analysis between the current housing situation and the future housing situation identified in the goals. Strategies identified will aim to bridge gaps while also reflecting the budgetary and political realities existing within the Township.

Once the strategies are identified, the Upjohn Team, the Committee, and local stakeholders will develop a roadmap for implementation, including timelines, stakeholders responsible for specific strategies, expected costs, and key statistical measures.

Upjohn Team Activities

Research and Analysis

- Conduct a gap analysis
- Work with the Committee to determine which strategies best fit the Township’s needs
- Align these identified strategies with action areas identified in the stakeholder meetings
 - Research and quantify the monetary and staffing resources needed to implement the identified strategies
- After discussion with the Committee, refine strategies to those that will positively impact the housing ecosystem in the Township
- Help to identify potential funding sources for the finalized strategies

Community Interaction

- Interview leaders of key local organizations to discuss the feasibility of various strategies
- Interview local and national organizations that are implementing identified strategies to discover best practices
- Establish an accountability system for the housing plan

Steering Committee Responsibilities

- Review and select implementation strategies for the Township
- Help to organize meetings and interviews with local leaders who will identify strategies to be implemented under the housing plan
- Help to establish, and encourage participation in, an accountability system for the housing plan

Timeline of Phase III Activities (2022-2023)

Phase III: Plan Research and Design													
Activity	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Research and data collection													
Community Interaction													
Steering Committee Interaction													

Phase IV: Plan Delivery and Dissemination

The Upjohn Team will prepare an initial draft of the plan for review by the Committee. After input from the Committee is received, the Upjohn Team will present the final version of the plan. Upon approval of the plan, the Upjohn Team will disseminate and present the plan at the direction of the Committee.

Upjohn Team Activities

Writing and Presenting the Plan

- Write a draft of the plan
- Upon review and feedback from the Committee, finalize the plan
- Draft and finalize a dissemination strategy for the plan with the Committee
- Present the plan at the direction of the Committee

Steering Committee Responsibilities

- Provide feedback on the plan draft
- Identify groups to receive the plan
- Identify meetings at which the plan can be presented

Timeline of Phase IV Activities (2022-2023)

Phase IV: Plan Delivery and Dissemination													
Activity	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July	Aug
Writing draft of the plan													
Plan review and feedback													
Final plan dissemination													

Total Project Timeline (2022-2023)

Activity	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Phase I													
Phase II													
Phase III													
Phase IV													

Total Cost: not to exceed \$25,000

2023 DEPOSITORIES

DEPOSITORY	ADDRESS
CONSUMERS CREDIT UNION	6699 West Main Kalamazoo, MI 49009
FIRST NATIONAL BANK OF MICHIGAN	5313 West Main St. Kalamazoo, MI 49009
HUNTINGTON NATIONAL BANK	PO Box 1558 EA1W37 Columbus, OH 43216
MBIA CLASS	3135 S State Street Ste 108 Ann Arbor, MI 48108
MERS OF MICH	1134 Municipal Way Lansing, MI 48917
MERCANTILE BANK	5610 Bryon Center Ave SW Wyoming, MI 49519
1ST SOURCE BANK	200 W. Michigan Ave Kalamazoo, MI 49007
CIBC	2301 W. Big Beaver Ste 525 Troy, MI 48084
THE PRIVATEBANK	38505 Woodward Avenue Ste 1300 Bloomfield Hills, MI 48304
MEEDER INVESTMENTS	6125 Memorial Dr Dublin, OH 43017
GREENLEAF TRUST	211 S Rose St Kalamazoo, MI 49007
OLD NATIONAL BANK	220 N Drake Rd Kalamazoo, MI 49009
ADVIA CREDIT UNION	4308 W. Main St Kalamazoo, MI 49009

Budget Amendment Requests

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
10/20/2022	Treasurer	General	101-174-70200	Salaries	\$ 3,152.21	101-001-40100	Carryover	\$ 3,152.21	Due to staff turnover we needed training overlap (6 weeks) between prior Assistant Treasurer and current Assistant Treasurer. Request is for funds to cover Asst's wages through year end.	Yes	No
			101-174-71500	Taxes-FICA	\$ 252.03	101-001-40100	Carryover	\$ 252.03			
			101-174-72200	Pension Plan	\$ 252.03	101-001-40100	Carryover				
			Total		\$ 3,656.27	Total		\$ 3,656.27			

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
10/31/2022	McComb	Vehicles	211-344-97600	Vehicles	\$ 745,033.00	211-001-40100	Carryover	\$ 745,033.00	75% Down payment on new Rosenbauer Fire Engine. This was planned for 2023, but with ARPA \$200k, was moved to 2022. Board authorized purchase but budget amendment also is needed.	Yes	No
			Total		\$ 745,033.00	Total		\$ 745,033.00			

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
11/1/2022	Anna Horner	General Public Works	101-506-95800	Education/Dues	\$500.00	101-506-95300	Storm Sewer Costs	\$500.00	Additional Training and Certifications for new Public Works Project Manager (Soil Erosion and Sedimentation Control Certification and Engineering for Public Works Conference)	No	YES
			Total		\$ 500.00	Total		\$ 500.00			

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
11/3/2022	Anna Horner	Water	491-000-40100	Carryover	\$ 56,000.00	491-000-96400	Construction Costs	\$ 56,000.00	BUDGET REDUCTION due to project delays/timing.	No	Yes
			491-000-40100	Carryover	\$ 191,000.00	491-000-96400.WM7T08	Water Main Construction	\$ 191,000.00			
			Total		\$ 247,000.00	Total		\$ 247,000.00			

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
11/3/2022	Anna Horner	Sewer	490-000-40100	Carryover	\$ 575,000.00	490-000-96580	Transfer to USDA Sewer Phase	\$ 575,000.00	BUDGET REDUCTION due to projects delayed due to legal matters.	No	Yes
			490-000-40100	Carryover	\$ 300,000.00	490-000-96590	Transfer to USDA Sewer Phase	\$ 300,000.00			
			490-000-40100	Carryover	\$ 300,000.00	490-000-96595	Transfer to Sewer Hardship	\$ 300,000.00			
			Total		\$ 1,175,000.00	Total		\$ 1,175,000.00			

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
11/3/2022	Anna Horner	Local Road Fund	204-001-40100	Carryover	\$ 350,000.00	204-506-96510	Transfer to Sewer	\$ 350,000.00	BUDGET REDUCTION due to projects delayed due to legal matters.	No	Yes
			Total		\$ 350,000.00	Total		\$ 350,000.00			

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
11/3/2022	Karen High	Parks	107-756-82600	Legal fees	\$ 1,800.00	107-751-40100	Carryover	\$ 1,800.00	Consult legal fees for parks items higher than budgeted.	No	Yes
			Total		\$ 1,800.00	Total		\$ 1,800.00			

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
11/3/2022	Karen High	Parks	Reduction in budget	to Fund Balance	\$ 60,000.00	107-756-97400	Capital Outlay/Imp	\$ 60,000.00	BUDGET REDUCTION: Projects at Drake Farmstead Park and Fruit Belt Rail Corridor delayed to 2023 due to surveying, permitting, and contractor scheduling issues.	No	Yes
			Total		\$ 60,000.00	Total		\$ 60,000.00			

Date	Dept. Head	Fund Name	Funds Requested To			Funds Requested From			Explanation of Request	Previously Discussed	Within Apprvd Budget
			GL Number	Description	Amount	GL Number	Description	Amount			
11/7/2022	Anna Horner	General Fund	101-001-40100	Carryover	\$ 61,785.05	101-506-97600	Capital Outlay	\$ 61,785.05	BUDGET REDUCTION: Projects have been delayed in coordination with other agencies.	No	Yes
			101-001-40100	Carryover	\$ 31,780.81	101-506-82000	Engineering Fees	\$ 31,780.81			
			Total		\$ 93,565.86	Total		\$ 93,565.86			

Grand Total	\$ 750,989.27
Total Added to Budget	\$ 750,489.27
Total Removed from Budget	\$ 1,925,565.86
Total Not Previously Discussed with TB	\$ 2,300.00

excluding reductions
excluding reductions
Reductions
excluding reductions

REVIEW DATE 11/14/2022

SIGNATURE



Memorandum



Date: 15 November 2022
To: Township Board
From: Libby Heiny-Cogswell (Township Supervisor), Rob Dubault (Labor Attorney), Sara Feister (HR/Benefit Coordinator), & Greg McComb (Fire Chief)
Subject: Consideration of the 2023-2025 Collective Bargaining Agreement

Objective

Seeking Board consideration of the proposed 2023-2025 Collective Bargaining Agreement with the Firefighter's Union #5240

Background

The current CBA is set to expire 12/31/22. The CBA negotiations began on 09/16/22 with the following negotiation committee members:

- Township Group: Libby Heiny-Cogswell, Sara Feister, Rob Dubault, & Chief Greg McComb
- Union Group: Union President Adam Bennett, Union Representative Monty Nye, Eric Burghardt, Drake Wednig, Josh Brady

We have completed negotiations and are prepared to present the final proposed collective bargaining agreement.

Information Provided

1. Collective Bargaining Agreement Redline (showing all changes)

CHARTER TOWNSHIP OF OSHTEMO
and
LOCAL 5240 OF THE INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS

COLLECTIVE BARGAINING AGREEMENT

January 1st 2023 through December 31st 2025

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AGREEMENT

THIS AGREEMENT dated January 1st, 2023, is between THE CHARTER TOWNSHIP OF OSHTEMO, hereafter referred to as the “Township” or “Employer”, and LOCAL 5240 of the INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS, also known as the OSHTEMO PROFESSIONAL FIREFIGHTERS LOCAL 5240, hereafter referred to as the “Union”.

ARTICLE I
UNION RECOGNITION

The Township recognizes Union as the exclusive and sole bargaining representative for all full-time fire fighters of the Fire Department excluding: the Fire Chief, the Deputy Fire Chief, paid-on-call fire fighters, clerical employees, and all other Township employees. The term “fire fighter”, as used in this Agreement, shall refer to all full-time bargaining unit employees represented by the Union, except where otherwise specified or agreed to by the parties.

For the duration of this Agreement the Township agrees not to bargain with any labor organization other than the Union regarding wages, hours or working conditions of the employees in this unit.

ARTICLE II UNION RIGHTS

Union Meetings: Upon at least one (1) week's notification to the Chief, the Township will provide the Union with appropriate meeting space – at no charge to the Union - for up to twelve (12) union meetings (each no more than 2 hours in duration) per calendar year (no more than 2 meetings in any 1 month). On duty personnel will be permitted to attend the meeting, provided the meeting does not disrupt the normal functioning of the Township or Fire Department. Upon timely request, and upon mutual agreement of the parties, the Union may be allowed additional meetings and/or may be allowed to extend the duration/length of any of the twelve (12) annual meetings.

Union Business: Officers of the Union will be afforded reasonable time during regular working hours to fulfill their Union responsibilities. During such periods of time, the Union Officers shall be considered on duty, and the Township is not obligated to furnish a replacement. It is the parties' intent that such time will not disrupt the normal functioning of the Township or Fire Department.

ARTICLE III
TOWNSHIP/MANAGEMENT RIGHTS

The Township, on its behalf and on behalf of its electors and citizens, has the responsibility and, subject only to the limitations imposed by the express and specific terms of this Agreement, the right to manage, direct and control the Township and its employees and all aspects of the Fire Department and fire operations.

The Township, in the exercise of its sole right to manage the affairs of the Township and Department, may from time to time make reasonable rules and regulations not in conflict with this Agreement.

**ARTICLE IV
UNION DUES, FEES, AND ASSESSMENTS**

Fire fighters may, at any time after being deemed eligible for Union membership, individually and voluntarily sign, and deliver to the Township, written assignment signed/executed by the employee authorizing deduction of membership dues, fees, and assessments of the Union. The authorization form shall be provided by the Union but shall be mutually agreed upon (a copy of the agreed-upon form is attached). Such authorization shall continue in effect unless/until such authorization is revoked by the fire fighter, in writing, to the Township Human Resources Director or his/her designee. The Township will thereafter promptly, and in writing, notify the Union President of such revocation.

The Township agrees to deduct, each pay period, dues and assessments in an amount certified to be current by the Secretary-Treasurer of the Union from the pay of those employees who individually request in writing that such deductions be made. The Employer shall remit the total amount of the employee deductions each month to the Treasurer of the Union, or direct deposit those amounts in a designated account.

The Union agrees to indemnify and hold the Township harmless from any action or liability growing out of these deductions and assumes full responsibility for the disposition of all funds turned over to the Union.

The Township will not discriminate against any employee because of membership in the Union. Membership in the Union shall not be denied to any member of the bargaining unit. The Union will not discriminate against any employee who chooses to not be a member of the Union and/or who chooses to not pay Union dues.

ARTICLE V SENIORITY

Section 5.01 Probationary Period/Status

Every full-time bargaining unit member-hired into the Fire Department shall serve a one (1) year (12 months of actual work) probationary period.

The Chief, with the consent and approval of the Township, may waive or reduce the probationary period, giving credit for the amount of Oshtemo Fire Department paid on-call experience.

The probationary period may be extended by the Employer for up to an additional three (3) months with the prior written consent of the Union.

At any time during the probationary period the Township may dismiss/discharge the probationary employee "at will". If the fire fighter is dismissed during the probationary period, the decision of the Township shall be final and binding and not subject to challenge via the grievance procedure. Any fire fighter dismissed (other than a dismissal for misconduct) before expiration of his/her probationary period shall be paid his or her pro-rated share of unused PTO.

Section 5.02 Seniority and Loss of Seniority

Definition – Departmental Seniority shall mean the status attained by continuous length of service as a full-time firefighter of the Oshtemo Township Fire Department.

- Employees with the same employment date shall be assigned to the seniority list by the greatest length of total service as a paid on-call firefighter of the Oshtemo Township Fire Department. If such service is equal, then seniority shall be determined by a blind draw.
- A full-time firefighter will not have seniority during his/her probationary period. Upon successfully completing the probationary period the employee will be placed on the seniority list as of his/her initial hire date as a full-time firefighter with the Department.

Seniority Lists – The Township will maintain two seniority lists: (1) entitled "Township Hire Dates/Years of Service List" showing the date on which each bargaining unit member became a full-time employee with the Township along with the employee's position/rank; and (2) entitled "Departmental Full Time Seniority List" showing the order of seniority within the department with the person at the top of the list having the most departmental seniority and the person at the bottom of the list having the least departmental seniority. The Township shall furnish a copy of both lists to the Union in January each calendar year. Current lists as of the effective date of this Agreement are attached as Appendix C.

Application – The Township Hire Dates/Years of Service List shall be referred to for purposes of determining an employee's compensation and benefits when based on years of service. The Departmental Full Time Seniority list shall be referred to for purposes of layoff and recall,

mandatory overtime if required, promotions, and temporary replacements.

Termination of Seniority – seniority shall terminate for the reasons set forth below:

- (a) the employee is absent from work for three (3) consecutive scheduled working days without notifying and receiving permission from the Employer (i.e., “no call, no show”; AWOL), unless due to circumstances beyond the employee’s control;
- (b) the employee is discharged for good or just cause (unless the seniority employee is reinstated through the grievance procedure);
- (c) the employee resigns, quits, or retires;
- (d) the employee is on layoff for a period of two (2) years or the length of the employee’s seniority, whichever is less.

ARTICLE VI GRIEVANCE PROCEDURE

Section 6.01 A grievance shall be defined as any dispute regarding the meaning, interpretation, application, or alleged violation of this Agreement.

Section 6.02 For purposes of this Article, a “working day” is defined as a weekday, Monday through Friday, between 0800 (8:00 am) and 1700 (5:00 pm).

Section 6.03 It is the parties’ desire that grievances be resolved as quickly as possible. In the event a grievance should arise, the following Steps must be followed:

Preliminary Step – the bargaining unit member will first attempt to resolve the issue by discussing the matter with his/her immediate supervisor. If the matter is not resolved the bargaining unit member can proceed to Step 1.

Step 1 – within fifteen (15) working days of the issue/matter being grieved, or within fifteen (15) working days of when the bargaining unit member knew or should have known about the issue/matter, he/she must submit a written grievance to the Chief or his/her designee. The written grievance must identify the Article(s)/Section(s) in the Agreement that were allegedly violated, must provide a detailed factual explanation/description of the issue/matter being grieved (including relevant dates), must provide a detailed description of the remedy being sought/requested, and must be signed by the grievant and a Union officer.

The Chief or his/her designee will schedule a meeting with the grievant and his/her Union representative at which time the parties will discuss the grievance. The Chief or his/her designee will provide a written Step 1 Answer to the grievant and Union representative/officer within fifteen (15) working days after receiving the Union’s written grievance.

Step 2 – if the grievant/Union is not satisfied with the Chief’s (or his/her designee’s) written Step 1 Answer, the grievant/Union may appeal to Step 2 within ten (10) working days after receipt of the Chief’s (or his/her designee’s) written Step 1 Answer. The grievant/Union must submit its written Step 2 appeal to the Township Supervisor within ten (10) working days after receiving the Chief’s (or his/her designee’s) written Step 1 Answer. The written Step 2 appeal must include a detailed explanation as to why the Chief’s (or his/her designee’s) written Step 1 Answer is unsatisfactory, plus any new facts the grievant/Union wishes to provide.

The Township Supervisor will schedule a meeting with the grievant and his/her Union representative at which time the parties will discuss the grievance. The Township Supervisor will provide a written Step 2 Answer to the grievant and Union representative/officer within ten (10) working days after receiving the Union’s written Step 2 appeal.

Step 3 – if the Township Supervisor’s written Step 2 Answer is unsatisfactory, the Union may request arbitration. The request for arbitration must be in writing and must be submitted to the Township Supervisor (and a demand/petition for arbitration submitted to MERC) within ten (10) working days after the Union receives the Township Supervisor’s written Step 2 Answer.

The parties will first see if they can mutually agree upon an impartial arbitrator. If they cannot reach agreement within ten (10) working days after the Union’s written request for arbitration, the parties will promptly request that the Michigan Employment Relations Commission provide a panel/list of impartial arbitrators. If no selection method is provided by MERC, the parties will select an arbitrator from MERC’s panel/list by alternately striking names until only one (1) name remains.

The arbitrator shall have no power or authority to alter, amend, modify, add to, or subtract from the terms or provisions of this Agreement. The arbitrator shall have no power or authority to grant any right or relief for any period of time prior to the execution of this Agreement. The arbitrator’s decision shall be final and binding upon the parties and all employees covered by this Agreement.

The arbitration will be held at the Township’s offices. Any filing expenses will be borne by the party requesting arbitration. The expenses of the arbitrator shall be shared equally by the parties. Each party is responsible for its own arbitration expenses, including representation/counsel and witness expenses.

Section 6.04 The Employer will attempt to schedule grievance meetings during non-working times. If that is not possible, the grievance meeting will be without loss of pay (but will also not result in contractual overtime pay) to the grievant and/or Union representative involved.

The parties agree their primary obligation is to the Township’s citizens’ public safety. Consequently, no grievance proceeding(s) may interfere with this obligation.

Section 6.05 Probationary employees may be disciplined/discharged at any time prior to completing their probationary period. Such discipline/discharge decisions may not be grieved.

Section 6.06 The time limits in this Article will be strictly observed and may only be extended upon mutual agreement, in writing, of the parties. The Union may withdraw a grievance at any time. Any grievance not processed by the grievant/Union within the specified time limit will be considered resolved/settled on the basis of the Employer’s last grievance Answer. Any grievance not timely processed by the Employer will be automatically advanced to the next Step.

Section 6.07 Notwithstanding expiration of this Agreement, any grievance timely filed prior to expiration of the Agreement will be processed to completion.

ARTICLE VII TRADE TIME

A regular full-time 24-hour shift bargaining unit employee may trade scheduled work time with another regular full-time 24-hour shift bargaining unit employee who is willing to work the agreed-upon hours in exchange for an equal number of hours worked in return. The use of trade time will not result in any economic liability to the Township, including payment of any overtime pay for shift coverage.

The employee will first attempt to request trade time within rank. If no employee of equal rank is able to trade time, the requesting employee may trade time out of rank, provided the trade involves another 24-hour shift bargaining unit employee and both employees are qualified to perform the other's duties.

Trade time may consist of any combination of hours between two (2) hours and twenty-four (24) hours. Each employee is responsible for tracking the number of hours traded (i.e., the number of hours they owe another employee, or are owed by another employee).

All trade time requests must be submitted in writing to the Chief or his/her designee at least twenty-four (24) hours prior to the time/date of the proposed trade. All trade time requests must be approved in writing by the Chief or his/her designee. No request for trade time shall be unreasonably denied.

ARTICLE VIII LAYOFF AND RECALL

Section 8.01 “Layoff” shall mean the separation of an employee(s) from active work due to lack of work, lack of funds, or reorganization. “Recall” shall mean the return to work of an employee on layoff.

Section 8.02 The Chief will determine the number of positions within each rank to be laid off. Within rank, the order of layoff(s) will be as follows:

- 1st If layoffs are to occur within the full-time firefighter rank, then before the Department lays off any full-time firefighter, the Department will first eliminate the paid-on-call “shift” position(s) in each station.
- 2nd Probationary employees within rank (last hired = first laid off, and so on).
- 3rd Thereafter, any layoffs will be in accordance with seniority within rank (least senior within rank = first laid off, and so on)

Section 8.03 A laid off seniority employee may, in lieu of being laid off, exercise his/her Department seniority to bump a lower ranked bargaining unit member, provided the bumping employee is qualified, has previously held regular status in the position, and is capable of performing the duties of the lower ranked bumped employee. An employee who bumps into a lower ranked bargaining unit position will have the “Right of First Refusal” to return to his/her former pre-bump position.

Section 8.04 The Employer will provide the Union at least fourteen (14) calendar days’ notice that the decision has been made to lay off bargaining unit employees. During these fourteen (14) calendars day period the parties will meet and, to avoid confusion, discuss which bargaining unit members will be laid off. Those to be laid off will thereafter be given at least five (5) days’ additional written notice.

Section 8.05 Any laid off seniority employee will be placed on the recall list.

- A. Those on the recall list will be recalled to vacant positions (for which they are qualified) according to their Department seniority (last laid off = first recalled; only if a vacant position cannot be filled via the recall list will it be filled via promotion or outside/new hire).
- B. A laid off employee shall remain on the recall list and will have recall rights for a period of two (2) years or the length of his/her Department seniority, whichever is less.
- C. The Employer will notify the Union when an employee is to be recalled. The Employer will then notify the laid off employee via certified/registered mail (at the individual’s last known address). The recalled employee will be treated as a

voluntary resignation unless he/she responds to the Chief (absent extenuating circumstances) and is ready and able to report for work within ten (10) calendar days of the certified mailing date.

Section 8.06 A layoff will not be considered a “break in service”. A “recalled” employee will retain his/her original Department seniority/hire date (though he/she will not accrue benefits or seniority while on layoff).

ARTICLE IX LEAVES OF ABSENCE

Section 9.01 Medical Leave of Absence

An unpaid medical leave of absence (MLOA) may be requested if legitimate physical or mental conditions necessitate time away from work. You must submit a written request to the Chief or his/her designee, specifying the dates, requested length and other useful information. The Township may require that you provide detailed written information from your treating health care provider regarding any “restrictions” you may have. The Department may attempt to “reasonably accommodate” those restrictions so that you can continue working; if the “restrictions” cannot be “reasonably accommodated,” or if “reasonably accommodating” your “restrictions” would cause the Township/Department “undue hardship”, then you will be considered for an MLOA, provided the MLOA is of “reasonable” duration and would not cause the Township/Department “undue hardship”.

You will be required to use paid time off as part of a MLOA. “Line Personnel” will be required to use all but 24 hours of PTO; “Staff” personnel will be required to use all but 16 hours of PTO). You may also be eligible for workers compensation and/or disability benefits while on MLOA (in which case PTO will supplement disability or workers comp payments in order to provide you 100% income replacement).

If approved for an MLOA you must provide the Chief or his/her designee satisfactory written “return to work” documentation before you’ll be returned to duty.

Section 9.02 Family Medical Leave (FMLA)

The Township complies with the federal FMLA. See the Township’s FMLA policy in the Township’s Employee Handbook for more information about FMLA leave.

You will be required to use paid time off as part of a FMLA leave. “Line Personnel” will be required to use all but 24 hours of PTO; “Staff” personnel will be required to use all but 16 hours of PTO). You may also be eligible for workers compensation and/or disability benefits while on FMLA (in which case PTO will supplement disability or workers comp payments in order to provide you 100% income replacement).

MLOA and FMLA will often run concurrently.

Section 9.03 Court Time/Jury Duty Leave

An employee subpoenaed for jury duty will, upon proof of such duty, be released from work. Written notice of the summons must be provided to the Chief or his/her designee as soon as it is available. You must return to work each day within one (1) hour of being released by the court unless two (2) or less hours remain in your shift. Employees who are summoned for jury duty will be paid their regular wages/salary.

An employee subpoenaed/summoned on his/her off-duty day to testify in a proceeding with a

nexus to the employee's official duties, shall receive 1.5 times his/her regular straight-time hourly pay rate for a guaranteed two (2) hours. If testifying takes more than two (2) hours the employee will be paid 1.5 times his/her regular straight-time hourly pay rate for all hours worked, rounded up to the next highest half hour. The employee will go "on the clock" when he/she is directed to and actually reports to the courthouse.

Section 9.04 Military Leave

An employee who is required to participate in annual military training programs or who is called-up during short term civil or national emergencies, or who leaves work to serve in the military, will be provided time off as required by federal law.

Employees shall receive the difference between their military pay and their normal Township pay, excluding insurances, while on active military duty for up to one (1) year; this excludes normal drill duty weekends and/or the typical two (2) weeks of reservist/guard drills per year.

Section 9.05 Funeral Leave

Line personnel shall be granted forty-eight (48) hours paid leave, and staff personnel shall be granted twenty-four (24) hours paid leave, in the event in the event of the death of a member of the employee's "immediate family."

For purposes of this section "immediate family" shall be defined as the employee's spouse, parents, children (biological, step, adopted), grandparents, grandchildren, brothers, sisters, mother-in-law, father-in-law, brothers-in-law and sisters-in-law, daughters-in-law, and sons-in-laws.

~~Line personnel shall be granted twenty-four (24) hours paid leave, and staff personnel shall be granted eight (8) hours paid leave, for other family, defined as mother-in-law, father-in-law, brother-in-law, sister-in-law, daughter-in-law and son-in-law, Aunts, Uncles and Cousins.~~

The employee may also use paid time off to extend funeral leave.

Section 9.06 Maternity/Paternity Leave

Seniority employees will be allowed paid maternity/paternity leave for the birth of a child, adoption of a child, or placement of a foster child as follows:

- "Line personnel" will be allowed 48 hours paid leave.
- "Staff personnel" ~~and the Deputy Chief~~ will be allowed 40 hours paid leave.
- Only one (1) bargaining unit employee/member on Maternity/Paternity leave at any given time; leave(s) will be staggered as staffing/operations permit.
- Leave must be taken/finished within six (6) months of birth, adoption, or placement.

Section 9.07 Union Business Leave

With the Chief's approval (the request should be made to the Chief at least 10 calendar days in

advance of the requested time off), and provided staffing/operations permit, the Local 5240 President or ~~his/her~~their designee will be allowed up to ~~a total of 24 hours~~ 96 hours of paid leave time per fiscal year to attend official union meetings, conventions, seminars, etc.

Section 9.08 Benefits

Employees will accrue benefits and seniority while on FMLA, Court Time/Jury Duty Leave, Military Leave (unless “called-up”/reactivated), Funeral Leave, Maternity/Paternity Leave, Union Business Leave, and while using paid time off during an MLOA (receiving workers comp or disability benefits only is not considered “using paid time off” while on MLOA).

Section 9.09 Extended Medical Leave Bank

Beginning in 2023, bargaining unit members can voluntarily repurpose their PTO and transfer hours into an Extended Medical Leave Bank. The purpose of the Extended Medical Leave Bank is to allow bargaining unit members an opportunity to build a bank of paid time off to be used in case of an extended medical leave for the employee’s own health condition which lasts 2 weeks (14 calendar days) or more. Employees can move PTO hours to the Bank once a year between December 15th – December 31st. The request to transfer the hours must be made in writing and delivered to Human Resources in the applicable timeframe. Once the PTO is moved to the Bank, it may only be used for extended medical leave purposes and not for other purposes. If an employee uses their own personal PTO for an absence that turns into a extended medical leave situation, the employee’s PTO hours will be reimbursed from this Bank. The employee will receive a 50% cash out on unused Bank hours upon separation of employment. The maximum amount of time that can be accumulated in the Bank at any one time is 240 hours for line employees and 160 hours for staff employees. If and when any employee reaches the Bank cap, the cap will then be discussed and re-evaluated by the parties.

Section 9.10 COVID-19 Leave

From January 1 2023 through December 31 2023, each bargaining unit member as described below will be entitled to 80 hours (staff employees) or 96 hours (line employees) of paid COVID-19 leave. If by the end of the allowable period in which the employees are entitled to this leave there are unused hours, those hours will be forfeited.

- A. Employees that are up to date on COVID-19 vaccinations that test positive for Covid-19 and required to isolate or quarantine will receive paid quarantine leave at their regular base rate and hours for a period not to exceed a total of ten calendar days unless required by county health guidelines. Quarantine Leave will be allowed only for regularly scheduled shifts during this 10 day calendar period.
- B. Employees that are up to date on COVID-19 vaccinations will be required to provide proof of vaccination (CDC issued Covid-19 Vaccination Record Card) and proof of positive COVID test requiring quarantine or isolation before paid quarantine leave will be provided.
- C. Unvaccinated employees providing credible proof of verified religious or medical exceptions for vaccination will also be eligible for paid quarantine leave at the same level of vaccinated employees. Employees seeking a religious or medical exception should

contact the Human Resource Department.

D. All other employees will be required to utilize PTO or go unpaid if all leave time benefits are exhausted for any required quarantine or isolation periods.

E. Township and Union agree to discuss and revisit at the end of 2023 with regard to current COVID-19 recommendations and restrictions.

ARTICLE X WAGES AND HOURS

Section 10.01 Wages/Scheduling/Work Day

Work scheduling shall be determined by management in conjunction with employee input and in accordance with the collective bargaining agreement.

- (a) Employees will be paid their applicable bi-weekly salary as set forth in Appendix “A”. All employees will be paid via direct deposit.
- (b) “Line personnel” are Section 207(k) employees and work a fourteen (14) consecutive day work period. They are broken into three shifts (identified as “A”, “B” and “C”) working 24-hour shifts (7:00 a.m. – 7:00 a.m.), ~~followed by 48 hours off,~~ resulting in an average 56-hour duty week schedule. Line personnel are eligible for statutory “overtime”, as well as contractual “overtime” pay as set forth in this Agreement.
- (c) For the first year of this contract starting in the month of January 2023 and ending in the month of January 2024 “Line personnel” will be working a one-year trial run of 48-hour shifts followed by 96 hours off, resulting in an average 56-hour duty week schedule. The date will be agreed upon by the Union and the Township to avoid any economic burden. Shifts will begin at 07:00 and end at 07:00. Line personnel are eligible for statutory “overtime”, as well as contractual “overtime” pay as set forth in this agreement. At the end of the one year trial period, either the Employer or the Union may discontinue the 48/96 schedule, in which case, absent agreement on another schedule, employees will return to the 24/48 schedule. If the Employer or the Union wishes to discontinue the 48/96 schedule as of January 2024, it will notify the other party on or before October 1, 2023. In that case, the Union & the Township will meet in October 2023 for discussion. At the end of the one year trial period the members will decide by majority vote if they want to stay on the 48/96 schedule or return to the 24/48 schedule.

Except for responding to/handling emergency calls (and completing attendant paperwork and ensuring operational response readiness), the normal duty day for “line personnel” starts at 08:00 hours (8:00 am) and ends at 17:00 hours (5:00 pm), 1400 hours on Saturday (2:00p.m.). When possible, training will be held during the normal duty day, recognizing that with notice training (particularly POC training), community events, public relations events, etc., may occur between-1700 and 2200 hours (5:00 p.m. and 10:00 p.m.). Recurrent tasks/duties assigned during the normal duty day Monday through Saturday will generally not be assigned during the normal duty day Sundays and recognized Holidays.

- (d) “Staff personnel” are FLSA non-exempt and typically work a forty (40) hour work week (8:00 a.m. – 5:00 p.m.; Monday – Friday) schedule. Staff personnel are eligible for statutory “overtime”, as well as contractual “overtime” pay as/if set forth in this Agreement.

~~(e) The “Deputy Chief” position is an FLSA exempt position typically on duty between the hours of 8:00 a.m. — 5:00 p.m.; Monday — Friday. The Deputy Chief position is not eligible for statutory “overtime”, but is eligible for contractual “overtime” pay as/if set forth in this Agreement.~~

Section 10.02 Statutory Overtime

“Line personnel” will receive statutory overtime at 1.5 times the employee’s regular base hourly rate of pay for all authorized hours worked in excess of 106 hours per 14-day work period.

“Staff personnel” will receive statutory overtime at 1.5 times the employee’s regular base hourly rate of pay for all authorized hours worked in excess of 40 hours in the 7-day workweek. Only hours actually worked and PTO hours ~~Hours paid,~~ will count towards determining statutory overtime owed during the 14-day work period or 7-day workweek. There will be no pyramiding of overtime.

Section 10.03 Contractual Overtime for Extra Hours

If a “line” or “staff” employee is held-over after his/her shift, or is called back to work extra or accepts hours outside of his/her regularly scheduled work hours, the employee will be paid contractual overtime at a rate of 1.5 times his/her regular base hourly pay rate for all additional hours worked (but with a guaranteed minimum of 1 hours pay for a hold-over and 2 hours pay for a call back). Such additional compensation will be paid regardless of whether the employee actually worked more than 106 hours in the 14-day work period or 40 hours in the 7-day workweek. Contractual overtime for staff employees only will not be owed/paid if the Chief/employee agree the hours worked will be offset via “~~reliefflex~~ time”. Relief time is defined as an employee’s ability to adjust their schedule in consideration for overtime worked.

~~Flex Time Comp time will be capped at 240 hours for “line personnel” and 160 hours for “staff personnel”. These hours can be carried over year to year or be cashed out anytime. Comp time accrued at 1.5 times the employee’s regular base hourly rate of pay~~

“Comp time” is available for use by line and staff employees. Comp time is defined as contractual overtime (per pay period for line employees and per week for staff employees) that an employee banks and chooses to use as paid time off in the future rather than receiving overtime pay in the period when the overtime was worked. Comp time will be recorded on the employee’s timesheet and will then be added to the Comp Time bank after every pay period by Human Resources. The comp time bank maximums are 80 hours for staff employees and 96 hours for line employees. Unused hours that are remaining in the comp time bank will be cashed out on the employee’s last paycheck of the year and the bank will restart annually on January 1st.

Any time the Department has an emergency response (e.g., fire, EMS, etc.) for “paid on-call” (POC) firefighters, the Department will also contact all regular full-time bargaining unit “line personnel”. Those regular full-time bargaining unit “line personnel” who respond to their station (where his/her turnout gear is located) within twenty (20) minutes of being contacted will be paid as set forth above for a “call- back”.

a. Equalization of Overtime for 24 Hour Line Personnel:

“Call Back Overtime” shall be defined as the transmittal of a specific request of the Chief or his/her duly appointed subordinate to a line personnel wherein the line personnel is asked to return to duty or held over to assist the department in the handling of an alarm.

“Call-In Overtime” shall be defined as the filling of scheduled vacancies due to vacations, sick leave or other absences covered under this CBA.

In cases of Call-In Overtime, the Township will continue to use its current extra hour’s list (hereinafter referred to as “The Overtime List”). When the Township uses The Overtime List, the Chief will contact and give ‘right of first refusal’ to the employee whose name shows with the lowest number of hours and continue from those on the list down through said list. If an individual on the list declines the offered overtime work, the declination will be charged against (hours added to their total) him/her and the next person on the list will be solicited. If an individual is not contacted on an overtime request, the request for overtime shall not be charged against his/her standing. New bargaining unit members will be added to the bottom of the list and given hours equal to and plus one that of the person on the bottom of the list with the highest amount of hours). Should the list be exhausted the person with the lowest seniority may be ordered to work mandatory overtime as long as it doesn’t violate public Act 125 of 1925. The overtime list will be carried over from year to year and shall not reset. The list will be posted electronically.

Any overtime incurred by line personnel due to scheduled trainings that are outside of their scheduled duty day will have those hours charged against (added to) their total hours on The Overtime List. However, the Township will not be required to use The Overtime List when calling employees in for scheduled trainings or conferences.

Section 10.04 Temporary Replacement Pay

If a Captain is going to be absent ~~for one full 24 hour shift or more for more than five (5) consecutive twenty-four (24) hour shifts~~ (e.g. vacation, FMLA, etc.), ~~and if the Chief determines the higher ranking employee’s position must be filled on a temporary basis,~~ the Chief will assign a lower ranking employee to temporarily fill the higher ranking position. The Chief shall assign the next highest ranking, on-duty, full- time employee, based on time in rank and with ~~the appropriate~~ the appropriate qualifications for qualifications for the position, to perform the duties. The lower ranking employee so assigned shall be paid at the starting base pay rate of the higher ranking position for all hours worked ~~(excluding the 5 consecutive 24 hour shifts referenced above; the higher pay rate will be paid starting after the 5 consecutive 24 hour shifts has elapsed)~~ in the higher ranking position.

Section 10.05 Licenses/Certifications

The Township will pay for and/or reimburse for all Department required, Department requested, or Department approved licenses/certifications. Once a Department required, requested, or

approved license/certification is attained by the employee, and provided the Department continues to utilize the employee's skills accompanying that license/certification, and provided the Department determines it can afford/budget for the renewal costs, the Department will pay to renew those existing license(s)/certification(s).

Section 10.06 Payroll/Payday

Employees will be paid every two weeks. Payday is Wednesday via direct deposit.

Section 10.07 Food Allowance

Employees regularly scheduled to work a 24-hour shift will be provided an annual food allowance of ~~\$500.00~~ \$700.00 to be paid as a separate check along with the first paycheck in the month of January. The food allowance check is a reimbursement for funds already expended and therefore non-taxable. The food allowance will be prorated based on pay periods remaining for mid-year hires.

**ARTICLE XI
PROFESSIONAL DEVELOPMENT**

Section 11.01 Tuition Reimbursement

The Township and Union recognize the benefits from additional education and/or attendance at conferences, certain meetings, workshops, seminars, etc. The Township will therefore give due consideration to all such requests. In reviewing requests submitted the Township retains complete and total discretion to grant or deny the request, in whole or in part.

Whenever possible attendance should take place during off-duty hours; such requests will be given more favorable consideration than requests where attendance would occur during scheduled work hours.

All requests are entirely voluntary.

Regular full-time seniority bargaining unit members may request permission to attend educational classes, conferences, workshops, seminars, certain meetings, etc. The request must be in writing on the appropriate form, be signed by the requesting employee, and be submitted to the Chief as far in advance as possible.

The request must identify the class, conference, workshop, seminar, etc., the location, the days/times when the class, conference, workshop, etc., will meet, the sponsoring organization (if any), provide a description of the class, conference, workshop, seminar, etc., how attending will contribute to the employee's ability to perform his/her job, whether the employee will miss scheduled work hours (and if so, the amount of release time the employee is requesting), and give detailed information as to the amount of reimbursement the employee is seeking/requesting (tuition/registration, books, mileage, parking, lodging, meals, etc.).

You must receive written approval from the Chief before attending any class, conference, workshop, seminar, etc., unless you are attending entirely of your own volition, on your own time and expect no reimbursement from the Township.

If approved, you must attend the class, conference, workshop, seminar etc., unless you first notify the Chief or his/her designee and provide a satisfactory explanation as to why you are unable to attend.

You must provide the Chief or his/her designee with a "completion" certificate (for training seminars) or your transcript. Reimbursement for educational classes will be provided as follows:

A+, A, A-, B+, B, B-/4.0 - <2.5	=	100% reimbursement
C+, C, C-/2.5 or less, but > 1.5	=	50% reimbursement
D+, D, D-, E/1.5 or lower	=	0% reimbursement

The Township will not approve time off, nor reimburse for repeated classes, conferences, workshops, seminars, etc.

By making a request the employee and Union agree that if the employee's Township employment terminates prior to successful completion of the class, conference, workshop, seminar, etc., no reimbursement will be paid.

Section 11.02 Credentialing

Commission on Professional Credentialing (CPC) is a professional designation model that recognizes career excellence and offers strategies for continuous personal improvement. The CPC offers five distinct designations covering the various levels and specialties of fire officers.

- i. Chief Fire Officer
- ii. Chief EMS Officer
- iii. Chief Training Officer
- iv. Fire Marshal
- v. Fire Officer

Employees who possess credentialing in any of the five (5) specialties mentioned above shall receive an annual bonus of Two Hundred Fifty (\$250.00) Dollars per year to be paid on the first pay date in June.

No employee, regardless of the number or types of credentials, shall be eligible for an annual credentialing incentive bonus which exceeds Two Hundred Fifty (\$250) Dollars per year. Only one credential may be applied to this bonus.

Request for payment shall be made annually in writing prior to ~~September~~ April 30~~th~~.

Section 11.03 Special Operations Incentive

There will be four recognized teams in the Oshtemo Fire Department identified as follows:

- 1) Kalamazoo County Fire Investigation Team
- 2) Michigan Technical Rescue Team Region 5 and/or Michigan Urban Search and Rescue Team
- 3) Kalamazoo County Hazardous Materials Response Team
- 4) Michigan Fire Inspector's Society

All training associated with membership in the above-mentioned teams will be provided by the Township.

For each specialty team that an employee is on, the employee shall receive \$250.00 annually to be paid on the first pay date in June. In order to be eligible for the bonus, the employee must remain in good standing, complete training Technical Rescue, Fire Investigator, and HazMat as applicable; be on the team a minimum of 60 days during the first year; and participate in the minimum number of team trainings as required each year.

The Fire Chief must approve joining a team as well as the training.

ARTICLE XII PROMOTIONS

The Township will determine when vacant positions need to be filled. Positions (e.g. Captain, Assistant Chief, etc.) are not the same as assignments (e.g. Fire Marshal).

When the Township decides to fill a vacant bargaining unit position above that of full-time firefighter, or if the Township creates a new bargaining unit job classification above that of full-time firefighter, the Township will fill the vacant position as described below.

The position opening will be posted on each station's Union bulletin board for a period of not less than fifteen (15) consecutive calendar days. During the fifteen (15) day posting period any bargaining unit member meeting the eligibility requirements (which will be included on the posting) may submit to the Chief a written request to be considered for the open position. Any bargaining unit member on authorized leave for the entire fifteen (15) day posting period will be notified by both the Union President and the Chief as to the job posting.

Eligibility requirements for potential promotion will be based on the position's job description. Job descriptions will be changed by the Township/Chief only after the proposed changes have been discussed with the Union.

The promotion process may include written examination(s), oral examination(s), etc. The written examination(s), oral examination(s), etc., as well as the appropriate study materials, will be discussed with the Union. After such discussion the types of test(s) to be administered and the appropriate study materials will be included on the vacancy posting. The appropriate study materials will be provided by the Township/Department.

The Chief and Township Supervisor will determine if any of the internal candidates meet the eligibility requirements and, if so, has the candidate "passed" any/all examination(s) administered. If two (2) or more internal candidates meet the eligibility requirements and "pass" any/all administered examination(s), the Township/Chief will select the most senior of the qualifying internal candidates. Unsuccessful candidates will be so notified.

It is the Township's intent that vacant positions, if filled internally, will be filled within sixty(60) consecutive calendar days after the position is first posted.

If no internal candidate meets the eligibility requirements and/or fails to "pass" any/all administered examination(s), the Township may post the position opening externally.

ARTICLE XIII INSURANCES

For the term of this Agreement the Township will provide each bargaining unit member with the same ~~or better~~ insurances (e.g., health, dental, vision, STD/LTD, life, etc.), and under the same ~~or better~~ terms (premium co-shares) as the Township provides to all other Township employees. In addition, the Township will pay all premiums to provide bargaining unit members with VFIS insurance.

The Township reserves the right to select or change any or all insurance carriers or plans provided the level of benefits remains substantially equivalent to what is currently offered. The Township will also allow one appointed bargaining unit member to attend the annual renewal meeting with the insurance agency.

Should a bargaining unit member elect to opt out or not use the Townships medical insurance they will be paid 45.00 per bi-weekly pay period.

The Township will provide the Union with at least ~~seven (7)~~ forty-five (45) days' notice before the effective date of coverage ~~before changing of changes to the~~ insurance carriers or plans.

ARTICLE XIV HOLIDAYS

The following are the Township's recognized holidays:

1. New Year's Day
2. Martin Luther King Jr. Birthday
3. Presidents' Day
4. Memorial Day
5. Independence Day
6. Floating Holiday
7. Labor Day
8. Veteran's Day
9. Thanksgiving Day
10. Day after Thanksgiving
11. One-half (½) day before Christmas
12. Christmas Day
13. One-half (½) day before New Year's Day

The Department/Township, with reasonable notice, may combine half-days into a single 24-hour holiday. The floating holiday will coincide with the floating holiday for all other Township employees.

Holiday Pay: 56 hour per week employees will receive 96 hours of holiday pay at the employee's regular base hourly rate of pay (employees in their first calendar year of employment will receive a pro-rata amount of holiday pay) regardless of whether or not they work the holiday. Holiday pay will be paid in the first ~~full~~ pay period in December.

40 hour per week employees will receive 8 hours of holiday pay at the employee's regular base hourly rate of pay (or the employee will receive his/her regular daily salary) and will receive the holiday off.

**ARTICLE XV
CORRECTIVE ACTION**

Maintenance of discipline is essential to the satisfactory operation of the Fire Department. The Township will discipline/discharge only with “just cause”. Prior to issuing formal disciplinary action the involved employee will be presented with brief written notice of the allegations/charges against him/her. At a meeting with the Chief the involved employee will be given the opportunity to explain the situation/circumstances from the employee’s perspective. Upon request the involved employee may have a union representative present during this meeting (upon request the union representative may caucus with his/her member; the union representative will not, however, disrupt/interrupt the meeting). After the meeting concludes (and unless additional meetings are scheduled), the Chief will – within a reasonable period of time - either present the employee with formal written disciplinary action or will notify the employee that no formal disciplinary action will be taken.

The following corrective actions may (depending on the circumstances) be utilized: documented oral counseling, documented oral warning, written reprimand/warning, suspension with or without pay, demotion, discharge.

When appropriate the Department will use progressive corrective disciplinary action.

**ARTICLE XVI
PAID TIME OFF**

Full-time employees in the bargaining unit will earn Paid Time Off (“PTO”) instead of paid Vacation time, paid Sick time, paid Personal time, etc. PTO will run from calendar year to calendar year. At an employee’s anniversary date (which, for current employees, will be based on the employee’s full-time hire date as stated in the agreed-upon seniority list entitled “Township Hire Dates/years of service List”), the increase in PTO earned will be prorated for the balance of the calendar year.

56-hour employees will be granted PTO as follows:

0-6 months	88 hours
6 months – 1 year	96 hours
1 year – 5 years	264 hours
6 years – 14 years	336 hours
15 years +	408 hours

40-hour employees will be granted PTO as follows:

0-6 months	40 hours
6 months – 1 year	72 hours
1 year - 5 years	168 hours
6 years - 14 years	216 hours
15 years +	256 hours

When an employee moves from 56 hour to 40 hour, or 40 hours to 56 hours, PTO will be handled as follows:

- a. When an employee changes from a 40-hour employee to a 56-hour employee, the employee will move to the 56-hour PTO schedule and will be immediately granted additional PTO based on their seniority at the time of the change in the employee’s status, which PTO will be prorated for the remainder of the calendar year.
- b. When an employee changes from a 56-hour employee to a 40-hour employee, the employee will have until the end of that calendar year to use the additional PTO granted under the 56-hour PTO schedule. Upon the start of the next calendar year, the employee will be on the 40-hour PTO schedule based on their seniority at that time.

PTO cannot be taken before earned/granted. PTO may be used in one (1) hour increments. PTO will be paid at the employee’s then current regular hourly pay rate.

Planned PTO: Requests to use planned PTO (e.g., vacation, medical appointments, etc.) must be submitted to the Chief for pre-approval at least fourteen (14) days in advance.

- No more than one (1) fifty-six (56) hour employee will be approved for planned PTO at the same time (the Chief or his/her designee may make an exception for compelling reasons). The Department will not cancel an approved planned PTO day(s) off due to

another employee's unplanned PTO absence.

- Planned PTO will be approved on a first come first served basis.

Unplanned PTO: Requests to use unplanned PTO (e.g., illness, emergency medical appointment, pressing personal business, etc.) must be made via the Department's call-in procedure; the employee must contact his/her immediate supervisor at least one (1) hour prior to his/her regular shift-start time.

Earned and unused PTO hours will carry over from one calendar year to another. However, employees may carry over no more than 50% of the PTO hours granted in a given year and accrue no more than 150% of the total PTO hours allotted for that year. As all excess PTO hours will be forfeited, it is the employee's responsibility to avoid a forfeiture.

Upon separation from the Township/Department (for any reason, except for misconduct [e.g. theft, fighting, lying, etc.]), the employee will be paid 50% of his/her accrued and unused PTO (as of his/her most recent anniversary date).

ARTICLE XVII
RETIREMENT

Each year-pay period the Township shall contribute an amount equal to 4% of each employee's base pay to a defined contribution 401(a) retirement plan. The employee may contribute voluntary dollars to either a pre-tax 401(a) or a post-tax 457(b) Roth IRA account. If an employee voluntarily contributes dollars into either their 401(a) or 457(b) accounts, the Township will match those voluntary contributions up to 4% of their base pay each year-pay period by depositing such amount into the employee's 401(a) account.

The Township will also continue its current practice of making a ~~yearly~~ contribution into the MERS Health Care Savings Program for each full-time bargaining unit employee in accordance with the terms of that Program. The total amount of the yearly contribution is \$3,600, prorated per pay period for 26 pay periods per year.

ARTICLE XVIII
SHIFT AND STATION SELECTION

Section 18.01

Biennial shift bids- Employees shall submit their preferred shift and station assignment on the second (2nd) Wednesday of October with an effective date of January 1st. Selection shall be based upon seniority in the Fire Department. The Fire Chief or their designee will have authority to make station assignments for Employees on probation.

Section 18.02

If an opening is created on a specific shift/station, employees of the same rank will be offered the ability to submit a request to move to the open shift and/or station. If multiple requests are submitted, the employee with the highest seniority will be granted the vacant position. If an opening 90 days or longer is created on a specific shift/station, employees of the same rank will be offered the ability to submit a request to move to the initial open shift and/or station position. If multiple requests are submitted, the employee with the highest seniority will be granted the vacant position.

Section 18.03

All bargaining unit members shall have the right to remain at their assigned station unless moved by the Fire Chief for operational necessity or effectiveness. Members will be given at least 2 weeks' notice if they are to be transferred either shift or station, unless moved for operational necessity on a short-term basis (90 days or less).-

Section 18.04

Reasons for unrequested transfer include but are not limited to the following: personnel conflicts, promotion, performance, and/or special skills/training that improve operational effectiveness.

Section 18.05

Nothing in the article shall be construed as prohibiting the Fire Chief from making the transfers and assignments that he deems necessary for operational effectiveness. Upon request from an employee, an explanation for the transfer shall be provided.

Section 18.06

If the Union believes that a decision to transfer an employee has been made without cause, that decision will be subject to the grievance procedure.

ARTICLE XIX
SAFETY

Section 19.01

The Township agrees to maintain no fewer than 12 bargaining unit members in the fire department. Four (4) bargaining unit members shall be on duty at all times, including at least two (2) bargaining unit members assigned to at least one (1) piece of fire suppression apparatus.

Section 19.02

A Safety Committee shall be appointed on an annual basis. The committee shall consist of the Fire Department Safety & Training Officer (committee chair), a Township representative(s), the Fire Chief or their designee, and two bargaining unit members designated in writing by the Union to the Township on a calendar year basis by October 15. The Committee shall meet quarterly (January, April, July, and October), and at such other times as all Committee members agree

ARTICLE XX MISCELLANEOUS

Section 20.01 Waiver

This Agreement constitutes the complete understanding of the parties hereto. The Township and Union, for the life of this Agreement, waive and agree the other shall not be obligated to bargain collectively with respect to any subject or matter not specifically referred to or covered in this Agreement. The terms of this Agreement are controlling and shall not be changed during the life of the contract without the mutual consent of the parties.

Insofar as the terms of this Agreement conflict with any personnel policies of the Township, rules of the Fire Department, or resolutions of the Township, this Agreement shall control. Where there is no conflict the personnel policy, rule and/or resolution will apply.

Section 20.02 Bulletin Board(s)

The Employer will provide one (1) union-designated bulletin board (at least 3'x3') in each staffed fire station. The bulletin board may be used by the Union for information concerning union activities, provided that all postings are signed by a responsible Union Officer. The bulletin board will not be used to post derogatory or defamatory material(s) about the Township, Department, or their employees or elected officials.

Section 20.03 Obligation for Continuance of Service

The Union recognizes that the cessation or interruption of services by fire fighters as defined by Section 1 of Public Act 336 of 1947 of Michigan, as amended, is contrary to law and public policy. Accordingly, the Union and fire fighters agree they will not direct, instigate, participate in, encourage, or support any cessation, interruption, or interference of services by any fire fighter or group of fire fighters.

Concerted "sick days", refusal to report to duty because of the existence of pickets involved in other possible disputes with the Township, refusal to honor emergency calls to other nearby communities where labor disputes may exist, refusal to handle equipment produced by manufacturers having labor disputes, or other similar actions, shall all be deemed to be practices prohibited by this Section and subject to penalties ~~to be~~ imposed by the Township.

Section 20.05 Successorship

If the Township changes to another form of public entity (e.g. becomes a city), the successor form of government shall recognize Local 5240 and will assume the existing Township/IAFF Agreement. If the Township decides to merge with another public entity, or decides to transfer responsibility for firefighting and/or EMS to another provider (e.g. county, city, authority, etc.), the Township will notify and engage in effects/impact bargaining with Local 5240.

Section 20.06 Gender Neutral

It is intended that this Agreement be gender neutral. Any inadvertent reference to the masculine gender is unintended and will apply equally to the feminine gender, and vice versa.

Section 20.07 Personnel Files

The Township maintains a personnel file/record for each Township employee. It is the employee's responsibility to make sure that the information in the Township's file is "up to date" (e.g. contact information, marital status, etc.).

An employee may view the contents of his/her personnel file/record by making a written request to the Chief. The Chief will, within a reasonable period of time, schedule a meeting at which the employee can review the contents of his/her personnel file/record. The Township will also comply with the Michigan Bullard-Plawecki Employee Right to Know Act.

Section 20.08 Union Representatives

Within ten (10) working days after this Agreement goes into effect, and whenever there is a change thereafter, the Union will provide the Employer with a list of Union officers and up to three (3) stewards, all of whom are authorized to participate in the grievance procedure as Union representatives. The Employer will not discuss grievances with bargaining unit members, other than the grievant and designated Union representatives.

Section 20.09 Uniforms/Gear

By the end of this agreement, the Township shall provide each bargaining unit member engaged in firefighting with 2 sets of OSHA approved turn-out gear/equipment (including extrication gloves, radio straps/holders, and longer leather chin straps), and each bargaining unit member with appropriate dress clothing/uniforms. The Township will consult with the "equipment-PPE committee" which will consist of bargaining unit members, with respect to the type and quality of gear. The minimum gear issued is listed in (Appendix B). When purchasing additional turnout gear/equipment, priority will be given to the Full Time Firefighters covered under this CBA. Though the Township Fire Chief or their designee retains the discretion to decide/change what items (and the number of each item) each bargaining unit member is to be provided, the current dress clothing/uniform is as set forth in Appendix "B". The Chief or his/her/their designee will – at his/her/their discretion - replace clothing items and/or turn-out gear/equipment that is unserviceable due to work-related damage and/or that is worn/damaged due to normal wear-and-tear.

The standard duty uniform will be determined and posted by the Chief or his/her/their designee and shall be worn during scheduled working hours. Except for travel to/from work, Township provided clothing will not be worn off duty.

The Township will provide cleaning equipment/supplies/facilities (including ironing) at each station. Bargaining unit members are responsible for cleaning/caring-for/maintaining their Township issued clothing and turnout gear/equipment.

All Township-provided turn-out gear/equipment and clothing remain Township property. Employees must turn-in all Township issued clothing/gear upon termination/separation prior to receipt of final paycheck. Failure to timely return Township property will be considered theft.

**ARTICLE XXI
DURATION OF AGREEMENT**

All Articles/Sections of this Agreement take effect January 1, 2023.

The Agreement will remain in full force and effect through and will expire/terminate on December 31, 2025. It may extend beyond that date only upon written consent/agreement of the parties.

The Agreement will automatically renew for continuing periods of one (1) year, unless a written notice is served by one party upon the other at least ninety (90) calendar days prior to the expiration date, or ninety (90) calendar days prior to the expiration date of any subsequent automatic one(1) year renewal period of that party's intent to renegotiate the Agreement.

Authorizing signatures:

For IAFF Local 5240

For Oshtemo Township

Local 5240 President

Supervisor

APPENDIX A WAGE RATES

FIREFIGHTERS (Hourly Rate)

<u>1/1/2023</u>			<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>
<u>Percent ATB Increase</u>	8.00%	<u>Years of Service:</u>	<u>0-1</u>	<u>1-2</u>	<u>2-3</u>	<u>3-4</u>
		<u>Firefighter Line:</u>	<u>\$18.34</u>	<u>\$19.26</u>	<u>\$20.22</u>	<u>\$21.23</u>
		<u>Firefighter Staff:</u>	<u>\$26.36</u>	<u>\$27.67</u>	<u>\$29.06</u>	<u>\$30.53</u>

<u>1/1/2024</u>			<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>
<u>Percent ATB Increase</u>	3.00%	<u>Years of Service:</u>	<u>0-1</u>	<u>1-2</u>	<u>2-3</u>	<u>3-4</u>
		<u>Firefighter Line:</u>	<u>\$18.89</u>	<u>\$19.83</u>	<u>\$20.82</u>	<u>\$21.87</u>
		<u>Firefighter Staff:</u>	<u>\$27.15</u>	<u>\$28.50</u>	<u>\$29.93</u>	<u>\$31.45</u>

<u>1/1/2025</u>			<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>
<u>Percent ATB Increase</u>	3.00%	<u>Years of Service:</u>	<u>0-1</u>	<u>1-2</u>	<u>2-3</u>	<u>3-4</u>
		<u>Firefighter Line:</u>	<u>\$19.46</u>	<u>\$20.43</u>	<u>\$21.45</u>	<u>\$22.53</u>
		<u>Firefighter Staff:</u>	<u>\$27.97</u>	<u>\$29.35</u>	<u>\$30.83</u>	<u>\$32.39</u>

CAPTAINS (Hourly Rate)

<u>1/1/2023</u>			
<u>Percent ATB Increase</u>	8.00%	<u>Captain Line:</u>	<u>\$23.35</u>
		<u>Captain Staff:</u>	<u>\$33.57</u>

<u>1/1/2024</u>			
<u>Percent ATB Increase</u>	3.00%	<u>Captain Line:</u>	<u>\$24.05</u>
		<u>Captain Staff:</u>	<u>\$34.57</u>

<u>1/1/2025</u>			
<u>Percent ATB Increase</u>	3.00%	<u>Captain Line:</u>	<u>\$24.77</u>
		<u>Captain Staff:</u>	<u>\$35.61</u>

ASSISTANT CHIEF (Hourly Rate)

<u>1/1/2023</u>		
<u>Percent ATB Increase</u>	8.00%	<u>\$34.68</u>

<u>1/1/2024</u>		
<u>Percent ATB Increase</u>	3.00%	<u>\$35.72</u>

<u>1/1/2025</u>		
<u>Percent ATB Increase</u>	3.00%	<u>\$36.79</u>

APPENDIX B CLOTHING/UNIFORMS

Turn-out Gear

1. Two (2) Turn-out coat
2. Two (2) Bunker pants with suspenders
3. One (1) pair of Bunker boots
4. Two (2) pair of structural firefighting gloves
5. One (1) Traditional style structural firefighting helmet
6. Two (2) Nomex Hoods
7. One (1) pair of extrication gloves
8. One (1) Leather portable radio strap with holster
9. Two (2) Personal light
 - 1 – Helmet Light
 - 1 – Turnout Gear Light

All gear will be professionally inspected and maintained to conform to current NFPA standards.

Class “A’s”

1. One (1) Dress Coat
2. One (1) Pair Dress Pants
3. One (1) Dress Hat
4. One (1) Badge
5. One (1) Dress Shirt
6. One (1) Necktie
7. One (1) Hat Badge
8. One (1) Dress Belt
9. One (1) Dress Shoes
10. One (1) Pair Collar Brass for Coat
11. One (1) Name Plate

Duty Uniform

1. Three (3) Pants
2. Three (3) Long Sleeve Shirt
3. Three (3) Short Sleeve Shirt
4. Three (3) Polo-style Short Sleeve Shirt
5. Three (3) Fire Department T-Shirts
6. One (1) Badge
7. One (1) Pair Collar Brass
8. One (1) Belt
9. One (1) Name Plate
10. One (1) Pair Duty Boots
11. One (1) ¼ Zip Shirt

12. One (1) Winter Coat
13. One (1) Soft Shell Liner
14. Two (2) hats; One (1) Summer and One (1) Winter

The Township shall cover the costs with any tailoring/alterations and dry cleaning required for class A uniforms and duty uniforms.

**APPENDIX C
SENIORITY LISTS**

Township Hire Dates/Years of Service List

Name	Full Time Starting Date
1. J. Wiley	April 29, 1996
2. R. Flahive	December 8, 2014
3. N. Carley	March 16, 2015
4. E. Burghardt	April 11, 2016
5. J. Brady	August 1, 2016
6. M. Parker	August 1, 2016
7. J. Rice	August 1, 2016
8. A. Bennett	January 25, 2019
9. S. Fuller	January 25, 2019
10. B. Toepper	January 25, 2019
11. S. Vermeulen	January 25, 2019
12. D. Wednig	January 25, 2019
13. S. Chambers	January 25, 2019
14. C. Schuiteboer	August 9, 2021
15. C. Roberts	June 13, 2022
16. T. Holroyd	June 27, 2022

Department Full Time Seniority List

Name

1. J. Wiley
2. J. Brady
3. E. Burghardt
4. B. Flahive
5. N. Carley
6. M. Parker
7. J. Rice
8. A. Bennett
9. S. Fuller
10. B. Toepper
11. S. Vermeulen
12. D. Wednig
13. S. Chambers
14. C. Schuiteboer
15. C. Roberts
16. T. Holroyd

Section 18.04 Residency

~~Regular full-time bargaining unit employees shall not reside more than twenty (20) miles (or the distance authorized by State law) “as the crow flies” outside the Township’s boundaries.~~

~~All new hires shall reside within these limits prior to expiration of the new hire’s probationary period.~~

**OSHTEMO CHARTER TOWNSHIP
KALAMAZOO COUNTY, MICHIGAN**

**EXCERPT OF MINUTES OF REGULAR MEETING OF THE
OSHTEMO CHARTER TOWNSHIP BOARD HELD ON NOVEMBER 15, 2022
REGARDING FIRE PROTECTION BUDGET AND SPECIAL ASSESSMENT**

A meeting of the Oshtemo Charter Township Board was held in person at 7275 West Main Street, Kalamazoo, MI 49009 on November 15, 2022, commencing at 7:15 p.m.

Members Present:

Members Absent:

The Township Supervisor announced that the next item of business would be the public hearing on the proposed Fire Protection Budget and Special Assessment levy, in the amount of \$3,390,066 (3.75 mills), against the lands and premises located within the Fire Protection Special Assessment District previously created by the Oshtemo Charter Township Board.

The Township Clerk reported that notice of the public hearing had been published in the Kalamazoo Gazette, a newspaper of general circulation within the Charter Township, on October 25, 2022. An affidavit of the foregoing publication is attached hereto.

The Fire Protection Special Assessment District is Township-wide and the proposed levy of 3.75 mills (\$3.75 per \$1,000 of assessed valuation) would raise \$3,390,066; the total budgeted amount for fire protection being \$3,509,600.

The Township Supervisor then asked for comments from persons present at the hearing.

After all persons had been given an opportunity to be heard, and an invitation had been repeated by the Township Supervisor for the continuance of the public hearing which produced no further comments, the following Resolution was then presented by the Township Attorney for consideration and adoption by the Township Board:

FIRE PROTECTION BUDGET AND SPECIAL ASSESSMENT RESOLUTION

WHEREAS, in accordance with Michigan Public Act 33 of 1951 and Public Act 188 of 1954, as amended, a hearing was scheduled and held this date with regard to the Fire Protection Special Assessment District created by the Township for the purpose of raising sufficient funds to provide additional police protection within the District for a 12-month period; and

WHEREAS, the Township Supervisor has submitted to the Oshtemo Charter Township Board a budget for Fire Protection within the Township for the calendar year of 2023 for operations and maintenance- including capital expenditures for fire extinguishing apparatus, equipment, and housing- in the amount of \$3,509,600; and

WHEREAS, it has been tentatively determined by the Township to assess the sum of \$3,390,066 against the taxable lands and premises (via a renewal of the current millage) within the Township through the levy of 3.75 mills special assessment and to pay any additional costs of such fire protection from the Township's General Fund; and

WHEREAS, notice of the hearing was given by publication in the Kalamazoo Gazette on October 25, 2022; and

WHEREAS, an affidavit of the October 25, 2022 publication was presented as part of the records of the meeting and is attached to this Resolution; and

WHEREAS, a hearing was held on November 15, 2022, at 7:15 p.m. in accordance with duly published notice thereof in accordance with the law and statute and opportunity given to all persons present to be heard; and

WHEREAS, upon further review by the Township Board it appears reasonable and proper to approve the Fire Protection budget for the 2023 fiscal year of the Township in the amount of

\$3,484,794 and to further approve a renewal of the Fire Protection Special Assessment levy of 3.75 mills against the taxable lands and premises within the Township's Fire Protection Special Assessment District benefitted by such fire protection to defray the foregoing sums.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That a budget of the estimated costs and expenses of Fire Protection for operations and maintenance- including capital expenditures for fire extinguishing apparatus, equipment, and housing- for the same in the total amount of \$3,509,600 for the 2023 fiscal year of the Township, commencing January 1, 2023, be hereby approved as reasonable and proper.

2. That a Fire Protection Special Assessment levy against the taxable lands and premises within the Fire Protection Special Assessment District of the Township in the amount of 3.75 mills raising the sum of \$3,390,066 be hereby approved and confirmed for collection in a special column on the tax statements to be mailed to the taxpayers of the Township in December of 2022.

3. That the Township Treasurer be hereby directed to collect the foregoing special assessments at the time of the collection of ad valorem Township taxes in December 2022.

Motion was made by _____, seconded by _____, to adopt the foregoing Resolution.

Upon roll call vote the following voted "Aye":

The following voted "Nay":

The following were Absent:

The following Abstained:

The Moderator declared the motion carried and the Resolution duly adopted.

Dusty Farmer, Clerk
OSHTEMO CHARTER TOWNSHIP

CERTIFICATE

Dusty Farmer, the duly elected and acting Clerk of Oshtemo Charter Township, Kalamazoo County, Michigan, hereby certifies that the foregoing is a true and correct copy of an Excerpt of the Minutes of a regular meeting of the Oshtemo Charter Township Board held on November 15, 2022, at which a quorum was present.

Dusty Farmer, Clerk
OSHTEMO CHARTER TOWNSHIP

Memorandum



Date: 15 November 2022
To: Township Board
From: James Porter, Township Attorney, Libby Heiny-Cogswell, Township Supervisor, Sara Feister HR/Benefit Coordinator
Subject: Paralegal/Legal Assistant Job Description Revisions

Objective

Requesting Board consideration of revising the Paralegal job description after a review by Libby Heiny-Cogswell, James Porter, & Sara Feister, to remove the outdated/irrelevant language.

Information Provided

1. Redline of Paralegal Job Description

CHARTER TOWNSHIP OF OSHTEMO

POSITION DESCRIPTION

Position Title: ~~TOWNSHIP ATTORNEY'S PARALEGAL ADMINISTRATIVE ASSISTANT~~ PARALEGAL/LEGAL ASSISTANT

General Summary:

Under the direction, supervision and authority of the Township Attorney, assists the Township Attorney in the delivery of legal services to the Township.

Essential Job Functions:

Physical requirements described herein are representative of those requirements which must be met by an employee to successfully perform the essential job functions of this job. Reasonable accommodations may be made upon request to enable an individual with a disability to perform these essential job functions.

The employee must be able to use word processing programs and type various documents including legal documents, memos, resolutions, ordinances, notices, time reports, minutes for Planning Commission and Zoning Board of Appeals. In order to prepare these documents, the employee must be able to hear and operate a voice data recorder and type the dictation of the Township Attorney.

The employee must be able to maintain the legal records of the Township. To do so, he or she must be able to open up, maintain and close files, requiring lifting, standing, bending, walking, manipulation of the files within his or her office, as well as the office of the Township Attorney. The employee must also be able to move about to file and retrieve files from storage. In addition, the Paralegal Administrative Assistant is required to maintain and update the official records for the Township and be able to file and retrieve these records from a secure location.

The employee must be able to answer the telephone in English and communicate with others, must be able to make calls, schedule appointments and maintain the calendar for the Township Attorney.

The employee must be able to open, sort, read and distribute incoming correspondence, both regular and electronic.

Typical Responsibilities:

1. Prepares draft documents, correspondence, memos, resolutions, ordinances, notices for publication and affidavits of posting, etc.

2. Schedules appointments, calendars appointments and deadlines for Township Attorney concerning litigation cases, including coordination with Township Supervisor's schedule, Township Board, Planning Commission, Zoning Board of Appeals, all committee and subcommittees.
3. Answers Township Attorney's phone lines.
4. Tracks the opening, upkeep and closing of all files for general correspondence, litigation, tax appeals, Township Board, Planning Commission, Zoning Board of Appeals, ordinance enforcement, bankruptcies, contracts, cable franchises, etc.
5. Maintains Official Township Ordinance Books.
6. ~~Drafts minutes of various boards as directed by Township Attorney.~~
7. Oversees and tracks the issuance, payment of fines or scheduling of hearings and trials for ~~all~~ Ordinance violations.
8. Other duties as assigned by the Township Attorney.

Required Qualifications:

Knowledge and expertise regarding legal systems of courts and Tax Tribunal, ~~Word Perfect~~Microsoft Office suite, computer operation and other computer programs, dictating and other office equipment. Strong organizational ~~and,~~ communication, & English writing skills, skills and be very detail-oriented with a minimum of ten years experience. Minimum of 5 years Paralegal experience.

Desired Qualifications:

Post High School education and training with Associate Degree or equivalent.

Effective Date: 04-12-11

**OSHTEMO CHARTER TOWNSHIP
KALAMAZOO COUNTY, MICHIGAN**

**EXCERPT OF MINUTES OF REGULAR MEETING OF THE
OSHTEMO CHARTER TOWNSHIP BOARD HELD ON NOVEMBER 15, 2022
REGARDING GENERAL LIGHTING DISTRICT BUDGET
AND SPECIAL ASSESSMENT**

A meeting of the Oshtemo Charter Township Board was held in person at 7275 West Main Street, Kalamazoo, MI 49009 on November 15 2022, commencing at 7:15 p.m.

Members Present:

Members Absent:

The Township Supervisor announced that the next item of business would be the public hearing on the proposed General Lighting District Special Assessment levy of \$182,226 (.3 mills) against the lands and premises located within the Township General Lighting previously created by the Oshtemo Charter Township Board, and Budget. The Township Supervisor identified the areas of the Township where streetlights are currently installed.

The Township Clerk reported that notice of the public hearing had been published in the Kalamazoo Gazette, a newspaper of general circulation within the Charter Township, on October 25, 2022. An affidavit of the foregoing publication is attached hereto.

The General Lighting District is comprised of the entirety of Oshtemo Township by special assessment at the rate of .3 mills (\$0.30 per \$1,000) against the properties benefited by lights (all properties within three hundred feet (300') of such lighting) and would raise \$182,226 for the 2023 fiscal year.

The Township Supervisor then asked for comments from the persons present at the hearing.

After all persons had been given an opportunity to be heard, and an invitation had been repeated by the Township Supervisor for the continuance of the public hearing which produced no

further comments, the following Resolution was then presented by the Township Attorney for consideration and adoption by the Township Board:

**GENERAL LIGHTING DISTRICT BUDGET
AND SPECIAL ASSESSMENT RESOLUTION**

WHEREAS, the Township Supervisor has submitted to the Oshtemo Charter Township Board a budget for the General Lighting District that it is proposed to raise the sum of \$182,226 for lighting expenses; and

WHEREAS, it has been tentatively determined by the Township to assess the sum of \$182,226 against the taxable lands and premises (via a renewal of the current millage) within the General Lighting District through the levy of .3 mills by special assessment against the properties benefitted by lights within said District; and

WHEREAS, the Township Board has balance need for appropriation from the General Fund of the Township for public benefits accruing by virtue of such lighting, against said benefit to such properties within the General Lighting District for the fiscal year commencing on January 1, 2023; and

WHEREAS, the Township Board has tentatively determined that the General Lighting special assessment would be reasonable and just and has directed the Township Supervisor and Township Assessing Officer to spread such special assessment sum as a levy against the properties benefitted by lights within said District for such lighting purposes and has called a hearing to review and hear any objections to said cost and expense and to said special assessment levy and General Fund appropriations; and

WHEREAS, notice of the hearing was given by publication in the Kalamazoo Gazette on October 25, 2022; and

WHEREAS, an affidavit of the October 25, 2022 publication was presented as part of the records of the meeting and is attached to this Resolution; and

WHEREAS, a hearing was held on November 15, 2022, at 7:15 p.m. in accordance with duly published notice thereof in accordance with the law and statute and opportunity given to all persons present to be heard; and

WHEREAS, upon further review by the Township Board it appears reasonable and proper to approve the General Lighting District budget for the 2023 fiscal year of the Township in the amount of \$182,226, and to further approve a renewal of the General Lighting District Special Assessment levy of .3 mills against the properties benefitted by lights within said District.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the budget of the estimated costs and expenses of General Lighting in the amount of \$182,226 for the 2023 fiscal year of the Township, commencing January 1, 2023, be hereby approved as reasonable and proper.

2. That a General Lighting District Special Assessment levy against the properties benefitted by said lighting within said District of the Township in the amount of .3 mills raising the sum of \$182,226 be hereby approved and confirmed for collection in a special column on the tax statements to be mailed to the taxpayers within the benefitted area of the Township in December of 2022.

3. That the balance of the costs and expenses of street lighting within the benefitted areas of the Township, if any, be appropriated from the General Fund to the Township for the 2023 fiscal year.

4. That the Township Treasurer be hereby directed to collect the foregoing special

assessment at the time of the collection of the ad valorem taxes in December 2022.

Motion was made by _____, seconded by _____, to adopt the foregoing Resolution.

Upon roll call vote the following voted "Aye":

The following voted "Nay":

The following were Absent:

The following Abstained:

The Moderator declared the motion carried and the Resolution duly adopted.

Dusty Farmer, Clerk
OSHTEMO CHARTER TOWNSHIP

CERTIFICATE

Dusty Farmer, the duly elected and acting Clerk of Oshtemo Charter Township, Kalamazoo County, Michigan, hereby certifies that the foregoing is a true and correct copy of an Excerpt of the Minutes of a regular meeting of the Oshtemo Charter Township Board held on November 15, 2022, at which a quorum was present.

Dusty Farmer, Clerk
OSHTEMO CHARTER TOWNSHIP

**OSHTEMO CHARTER TOWNSHIP
KALAMAZOO COUNTY, MICHIGAN**

**EXCERPT OF MINUTES OF REGULAR MEETING OF THE
OSHTEMO CHARTER TOWNSHIP BOARD HELD ON NOVEMBER 15, 2022
REGARDING POLICE FUND BUDGET AND PROTECTION SPECIAL ASSESSMENT**

A meeting of the Oshtemo Charter Township Board was held in person at 7275 West Main Street, Kalamazoo, MI 49009 on November 15, 2022, commencing at 7:15 p.m.

Members Present:

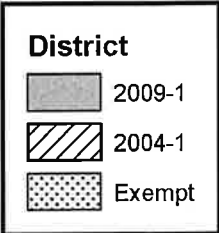
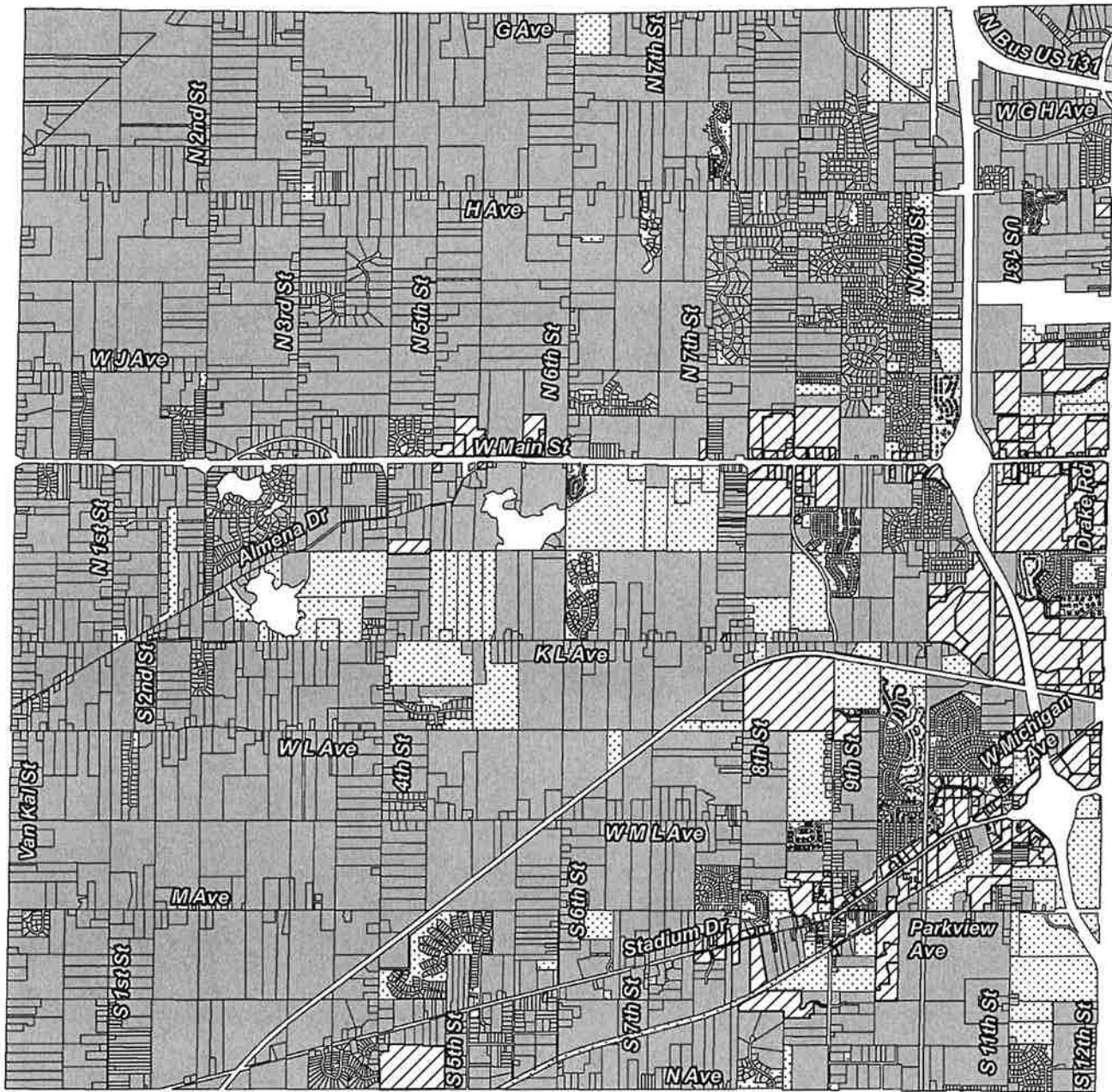
Members Absent:

The Township Supervisor announced that the next item of business would be the public hearing on the proposed Police Protection Budget and Special Assessment levies in the amount of \$1,507,301, comprised of 3.8 mills against the lands and premises located within the Police Protection Special Assessment District No. 2004-1 and .9 mills against the lands and premises located within the Police Protection Special Assessment District No. 2009-1 previously created by the Oshtemo Charter Township Board.

The Township Clerk reported that notice of the public hearing had been published in the Kalamazoo Gazette, a newspaper of general circulation within the Charter Township, on October 25, 2022. An affidavit of the foregoing publication is attached hereto.

It was explained that the levies of 3.8 mills and .9 mills would raise \$1,507,301 within said Districts which would be utilized to continue to furnish police protection within Police Protection Special Assessment District No. 2004-1 (which includes the commercial, commercially developed, high density and multi-family residential areas requiring a higher level of service, and does not include any residentially-assessed properties) and Police Protection Special Assessment District No. 2009-1 (which includes all the property not otherwise included in Police Protection Special Assessment District No. 2004-1) for a 12 month period commencing January 1, 2023. The Districts are set forth on the following map:

Police Millage Districts



The total Police Protection budget for the 2023 fiscal year is \$1,535,000, which includes approximately \$1,507,301 to be raised by special assessment levy (from Police Protection Special Assessment District No. 2004-1 and Police Protection Special Assessment District No. 2009-1), court judgements, and miscellaneous income, with the remaining \$27,699 to come from reserves or a transfer from the Township's General Fund.

The Township Supervisor then asked for comments from persons present at the hearing.

After all persons had been given an opportunity to be heard, and an invitation had been repeated by the Township Supervisor for the continuance of the public hearing which produced no further comments, the following Resolution was then presented by the Township Attorney for consideration and adoption by the Township Board:

POLICE PROTECTION BUDGET AND SPECIAL ASSESSMENT RESOLUTION

WHEREAS, in accordance with Michigan Public Act 33 of 1951 and Public Act 188 of 1954, as amended, a hearing was scheduled and held this date with regard to the Police Protection Special Assessment District No. 2004-1 created by the Township Board on August 26, 1980 (expanded and/or amended and confirmed June 10, 2003, November 12, 2013, and October 10, 2017, after hearing), for the purpose of raising sufficient funds to provide additional police protection within the District for a 12-month period; and

WHEREAS, in accordance with Michigan Public Act 33 of 1951 and Public Act 188 of 1954, as amended, a hearing was scheduled and held this date with regard to the Police Protection Special Assessment District No. 2009-1 created by the Township Board on November 9, 2009 (confirmed on November 23, 2009, and amended October 10, 2017, after hearing), for the purpose of raising sufficient funds to provide additional police protection within the District for a 12-month period; and

WHEREAS Township Supervisor has submitted to the Oshtemo Charter Township Board a budget for Police Protection within the Township for calendar year 2023 in the amount of \$1,535,000; and

WHEREAS, it has been tentatively determined by the Township to assess the sum of \$1,507,301 against the taxable lands and premises (via a renewal of the current millage) within the

Township through the levies of 3.8 mills (Police Protection Special Assessment District No. 2004-1) and .9 mills (Police Protection Special Assessment District No. 2009-1), respectively, special assessments, and to pay any additional costs of such Police Protection from the Township's General Fund; and

WHEREAS, notice of the hearing was given by publication in the Kalamazoo Gazette on October 25, 2022; and

WHEREAS, an affidavit of the October 25, 2022 publication was presented as part of the records of the meeting and is attached to this Resolution; and

WHEREAS, a hearing was held on November 15, 2022, at 7:15 p.m. in accordance with duly published notice thereof in accordance with the law and statute and opportunity given to all persons present to be heard; and

WHEREAS, upon further review by the Township Board it appears reasonable and proper to approve the Police Protection budget for the 2023 fiscal year of the Township in the amount of \$1,535,000 and to further approve a renewal of the Police Protection Special Assessment levies of 3.8 mills (Police Protection Special Assessment District No. 2004-1) and .9 mills (Police Protection Special Assessment District No. 2009-1), respectively, against the taxable lands and premises within those Districts to defray the foregoing sums.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That a budget of the estimated costs and expenses of Police Protection in the total amount of \$1,535,000 for the 2023 fiscal year of the Township, commencing January 1, 2023, be hereby approved as reasonable and proper.

2. That the levy of 3.8 mills against the lands and premises within the said Police Protection Special Assessment District No. 2004-1 (as expanded and/or amended), which are benefitted by the continued additional police protection therein, be hereby approved and confirmed for collection in a special column on the tax statements to be mailed to the taxpayers of the

Township in December of 2022.

3. That the levy of .9 mills against the lands and premises within the said Police Protection Special Assessment District No. 2009-1, which are benefitted by the continued additional police protection therein, be hereby approved and confirmed for collection in a special column on the tax statements to be mailed to the taxpayers of the Township in December of 2022.

4. That the assessment of the Police Protection Special Assessment levies of 3.8 mills (Police Protection Special Assessment District No. 2004-1) and .9 mills (Police Protection Special Assessment District No. 2009-1), which will collectively raise \$1,507,301, along with court judgements, and miscellaneous income will raise approximately \$1,535,000.

5. That the remainder of the Police Protection budget will be paid from the Township's General Fund.

6. That Police Protection Special Assessment levies of 3.8 mills (Police Protection Special Assessment District No. 2004-1) and .9 mills (Police Protection Special Assessment District No. 2009-1), respectively, be hereby approved and confirmed for collection in a special column on the tax statements to be mailed to the taxpayers of the Township in December of 2022.

7. That the Township Treasurer be hereby directed to collect the foregoing Police Protection Special Assessments at the time of the collection of ad valorem Township taxes in December 2022.

Motion was made by _____, seconded by _____, to adopt the foregoing Resolution.

Upon roll call vote the following voted "Aye":

The following voted "Nay":

The following were Absent:

The following Abstained:

The Moderator declared the motion carried and the Resolution duly adopted.

Dusty Farmer, Clerk
OSHTEMO CHARTER TOWNSHIP

CERTIFICATE

Dusty Farmer, the duly elected and acting Clerk of Oshtemo Charter Township, Kalamazoo County, Michigan, hereby certifies that the foregoing is a true and correct copy of an Excerpt of the Minutes of a regular meeting of the Oshtemo Charter Township Board held on November 15, 2022, at which a quorum was present.

Dusty Farmer, Clerk
OSHTEMO CHARTER TOWNSHIP

**OSHTEMO CHARTER TOWNSHIP
KALAMAZOO COUNTY, MICHIGAN**

**EXCERPT OF MINUTES OF REGULAR MEETING OF THE
OSHTEMO CHARTER TOWNSHIP BOARD HELD ON NOVEMBER 15, 2022
REGARDING ROAD MAINTENANCE AND IMPROVEMENT BUDGET
AND LEVY**

A meeting of the Oshtemo Charter Township Board was held in person at 7275 West Main Street, Kalamazoo, MI 49009 on November 15, 2021, commencing at 7:15 p.m.

Members Present:

Members Absent:

The Township Supervisor announced that the next item of business would be the public hearing on the proposed Road Maintenance and Improvement Fund Budget and levy, in the amount of \$1,056,784 (1.08 mills) against all the lands, premises, and personal property located within the Township.

The Township Clerk reported that notice of the public hearing had been published in the Kalamazoo Gazette, a newspaper of general circulation within the Charter Township, on October 25, 2022. An affidavit of the foregoing publication is attached hereto.

The Road Maintenance and Improvement District will be Township-wide levy, with a proposed levy of 1.08 mills (\$1.08 per \$1,000 of assessed valuation), which would raise \$1,056,784 for road maintenance and improvement.

The Township Supervisor then asked for comments from persons present at the hearing.

After all persons had been given an opportunity to be heard, and an invitation had been repeated by the Township Supervisor for the continuance of the public hearing which produced no further comments, the following Resolution was then presented by the Township Attorney for consideration and adoption by the Township Board:

ROAD MAINTENANCE AND IMPROVEMENT BUDGET
AND LEVY RESOLUTION

WHEREAS, the Township Supervisor has submitted to the Oshtemo Charter Township Board a budget for Road Maintenance and Improvement within the Township for the calendar year of 2023 for road maintenance and improvement in the amount of \$1,085,200; and

WHEREAS, the Township Board has tentatively determined that the aforesaid tax levy is necessary, and it has been tentatively determined by the Township to assess the sum of \$1,056,784 against the taxable lands and premises within the Township through the levy of 1.08 mills and to pay any additional costs of such road maintenance and improvement from the General Fund of the Township; and

WHEREAS, notice of the hearing was given by publication in the Kalamazoo Gazette on October 25, 2022; and

WHEREAS, an affidavit of the October 25, 2022 publication was presented as part of the records of the meeting and is attached to this Resolution; and

WHEREAS, a hearing was held on November 15, 2022, at 7:15 p.m. in accordance with duly published notice thereof in accordance with the law and statute; and

WHEREAS, upon further review by the Township Board it appears reasonable and proper to approve the Road Maintenance and Improvement budget for the 2023 fiscal year of the Township in the amount of \$1,085,200; and

WHEREAS, the Township Board finds the proposed Road Maintenance and Improvement levy as a Township-wide levy of 1.08 mills (\$1.08 per \$1,000 of assessed valuation) against the assessed valuation of the Township property reasonable and proper to defray the costs of road

maintenance and improvement within the Township.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That a budget of the estimated costs and expenses of Road Maintenance and Improvement for road maintenance and improvement in the amount of \$1,085,200 for the 2023 fiscal year of the Township commencing January 1, 2023, be hereby approved as reasonable and proper.

2. That said Road Maintenance and Improvement levy against the assessed valuation of all the lands, premises, and personal property within the Township be set at 1.08 mills, raising the sum of \$1,056,784.

3. That said Road Maintenance and Improvement levy be hereby approved and confirmed for collection on the tax statements to be mailed to the taxpayers of the Township in December of 2022.

4. That the Township Treasurer be hereby directed to collect the foregoing levy at the time of the collection of ad valorem Township taxes in December 2022.

Motion was made by _____, seconded by _____, to adopt the foregoing Resolution.

Upon roll call vote the following voted "Aye":

The following voted "Nay":

The following were Absent:

The following Abstained:

The Moderator declared the motion carried and the Resolution duly adopted.

Dusty Farmer, Clerk
OSHTEMO CHARTER TOWNSHIP

CERTIFICATE

Dusty Farmer, the duly elected and acting Clerk of Oshtemo Charter Township, Kalamazoo County, Michigan, hereby certifies that the foregoing is a true and correct copy of an Excerpt of the Minutes of a regular meeting of the Oshtemo Charter Township Board held on November 15, 2022, at which a quorum was present.

Dusty Farmer, Clerk
OSHTEMO CHARTER TOWNSHIP



Memorandum

Date: 15 November 2022
To: Township Board
From: Libby Heiny-Cogswell, Supervisor
Subject: Oshtemo Charter Township – 2023 Annual Budget

Objective

Township Board consideration to adopt the 2023 annual detailed budget.

Background

The 2023 Budget was developed through discussion with Staff and the Township Board at public meetings starting in June and continuing to October. The Budget is compiled and provided for public review.

2023 Budget & Capital highlights include:

- **ARPA Federal Funding (\$640K)**
 - Township Planning: Master Plan (Long Range Transportation, Parks, Master Plan Re-organization, Market Study, Zoning Updates)
 - Public Works: Nonmotorized Asset Management, Nonmotorized Projects (KL Ave, etc.), GIS, Records Digitization
 - General Township: Communications
- **Roads & Non-motorized Projects**
 - Local Road Preventive Maintenance (\$500K) plus KCRC PAR Program Match (\$240K)
- **Police Protection**
 - Kalamazoo County/KCSO Contract – 2 Sergeants; 9 Deputies (\$1.4M)
- **Fire & EMS Services**
 - Personal Protection Equipment & Other Firefighting Equipment (\$198K)
 - Fire Stations Maintenance: Alarm Systems Stations 1 & 2, HVAC Upgrade, Wall/Window Repairs, and Water Softeners Station 2, Roof Replacement Station 1 (\$146K)
- **Information Technology**
 - Capital Items: Meeting Room AV Upgrade, Computer Replacements, Firewall Upgrade, Website, etc. (\$84K)
 - Computer Operations: Software & Support, Cloud Services, Fiber Optic, Phone Services, Ordinance Hosting, etc. (\$162K)
- **Public Works**
 - Nonmotorized Projects & Maintenance: KL Ave, South Drake Road, S 9th Street, Parkview Ave, Western Wood, Local Street Repairs, Major Street Repairs (Engineering, Surveying, Construction, Retaining Wall Repair, etc.) (\$1.4M)

- PW Records Digitization (\$30K)
- Street Lighting: Power, Improvements, LED Conversions (\$170K)
- HARC Revolving Fund Sewer Connection Assistance (\$50K)
- Public Water Extension: W Main, 7th to 8th (\$245K)
- Additional staffing for Geographic Information Systems (GIS; Full Time) and Engineering (Part Time)
- **Planning**
 - Master Planning (Long Range Transportation, Zoning Updates, 5 Year Park Plan, Market Study, Master Plan Update & Re-organization) (\$140K)
 - Additional staffing for Development Inspections (Full Time)
- **Cemeteries, Buildings & Grounds**
 - Cemetery Trust Fund and Maintenance (\$25K)
 - Township Meeting Room Roof Replacement (\$140K)
 - Maintenance Facility (\$350K)
 - Additional Staffing for Park Ranger (Weekend Rentals; Part Time)
- **Township Operations**
 - Dump Day Trash Services (\$56K)
- **Clerk's Office**
 - Additional Staffing for Records Management (Full Time)
- **Parks**
 - Drake Farmstead Park (Additional Parking Construction, Entry Landscape, Carriage Barn Kitchenette) (\$63K)
 - Township Park (Wiffleball Field Fence, Pickleball Benches/Signs) (\$12K)
 - Fruitbelt Trail (Ecological Restoration) (\$60K)
 - Flesher Field Park (Low Mow Areas Expansion, Picnic Tables) (\$7K)
 - Grange Hall (Paint Lower Level, Picnic Table, Siding Repair, Sign Replacement) (\$7200)
 - Parks Maintenance: Parking Lot, Playground Safety Surface Renewal, Tree Trimming, Trail Signs, Prairie, Rain Garden, etc. (\$87K)
- **TIF Districts**
 - **Downtown Development Authority**
 - Traffic Consultant, Road Design Engineering (\$50K)
 - Façade Improvement Grant Program (\$10K)
 - **South Drake Corridor Improvement Authority (SoDA)**
 - Annual Reimbursement to Township for Drake Path (\$30K)
 - Safety Improvements (TBD) (\$35K)
- **SMBA (Southwest Michigan Building Authority)**
 - Building Inspection Authority (Joint with Cooper Township) (\$558K)

**OSHTEMO CHARTER TOWNSHIP
KALAMAZOO COUNTY, MICHIGAN**

**EXCERPT OF MINUTES OF REGULAR MEETING OF THE
OSHTEMO CHARTER TOWNSHIP BOARD HELD ON NOVEMBER 15, 2022
REGARDING GENERAL FUND BUDGET, FIRE FUND BUDGET, LIGHTING FUND
BUDGET, POLICE FUND BUDGET, AND ROAD MAINTENANCE AND
IMPROVEMENT BUDGET**

A meeting of the Oshtemo Charter Township Board was held in person at 7275 West Main Street, Kalamazoo, MI 49009 on November 15, 2022, commencing at 7:15 p.m.

Members Present:

Members Absent:

The Township Supervisor announced that the next item of business would be the public hearing on the proposed 2023 General Fund Budget, including the Fire Fund Budget, Lighting Fund Budget, Police Fund Budget, and Road Maintenance and Improvement Fund Budget for Oshtemo Charter Township.

The Township Clerk reported that notice of the public hearing had been published in the Kalamazoo Gazette, a newspaper of general circulation within the Charter Township, on October 25, 2022. An affidavit of the foregoing publication is attached hereto.

Reference was made to the budget document which stated that the total 2023 General Operations Budget for Oshtemo Charter Township- including special assessment levies- will be approximately \$13,254,230. The cost and expenses of the General Fund operations for 2023 will be approximately \$5,411,311.

The Budget for the Police Fund (for Police Protection, Parking Enforcement, and Ordinance Enforcement) for the fiscal year commencing January 1, 2023, is approximately \$1,535,000 which includes \$1,507,301 to be raised by the special assessment levy, court judgements, and miscellaneous income.

The Budget for the Lighting Fund for the fiscal year commencing January 1, 2023 is approximately \$182,226 to be raised by special assessment.

The Budget for the Fire Fund for the fiscal year commencing January 1, 2023 is approximately \$3,484,794 which includes \$3,390,066 to be raised by special assessment and revenue carryover.

The Budget for the Road Maintenance and Improvement Fund for the fiscal year commencing January 1, 2022 is approximately \$1,085,200 of which \$1,056,784 is to be raised by a 1.08 mill levy against the assessed valuation of the Township Property.

The general levy of 1.5 mills against the taxable property within the Township will raise \$1,467,756.

The Township Supervisor then asked for comments from persons present at the hearing.

After all persons had been given an opportunity to be heard, and an invitation had been repeated by the Township Supervisor for the continuance of the public hearing which produced no further comments, the following Resolution was then presented by the Township Attorney for consideration and adoption by the Township Board:

**GENERAL OPERATIONS BUDGET APPROPRIATIONS ACT
AND MILLAGE RESOLUTION**

WHEREAS, in accordance with law and statute a General Operations Budget has been prepared by the Township Supervisor and submitted to the Township Board covering the 2022 fiscal year of the Township in the total amount of \$13,254,230 for General Operations, comprised of the Police Fund Budget of \$1,535,000; the Fire Fund Budget of \$3,484,794; the Lighting Fund Budget of \$182,226; a Road Maintenance and Improvement Fund Budget of \$1,085,200; and General Operations Budget of \$5,411,311; and

WHEREAS, it has tentatively been determined by the Township Board to levy 1.5 mills against the taxable real and personal properties within the Township to raise the sum of \$1,467,756 of said total budget; and

WHEREAS, notice was published in the Kalamazoo Gazette of a hearing upon said Budget and the levy of 1.5 mills on October 25, 2022, scheduling a hearing for this time and date upon the same and describing where said Budget may be reviewed by the public; and

WHEREAS, a public hearing has been held as scheduled in accordance with such notice and all persons given an opportunity to be heard upon said Budgets and levies; and

WHEREAS, as a result of the foregoing, it appears reasonable and proper to approve a total General Operations Budget in the amount of \$13,254,230- including the aforementioned Lighting, Fire Fund, Police Fund special assessment levies, a Road Maintenance and Improvement Fund levy, and to approve a general levy of 1.5 mills.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the General Operations Budget for the Charter Township of Oshtemo for the 2023 fiscal year of the Township, commencing on January 1, 2023, in the total amount of \$13,254,230- including \$5,411,311 for general Township operations, Police Fund budget of \$1,535,000 (which includes \$1,507,301 from special assessment levy, court judgements, and miscellaneous income); Lighting Fund Budget of \$182,226 (by special assessment levy); Fire Fund Budget of \$3,509,600 (which includes \$3,390,066 from special assessment levy); and a Road Maintenance and Improvement Fund of \$1,085,200 (which includes \$1,056,784 from special assessment levy)- is adopted.

2. The Fire Fund, Lighting Fund, and Police Fund special assessment levies are hereby approved and confirmed as reasonable and proper and shall be placed on the December 2022 notices to taxpayers in the Township and collected with said taxes.

3. The Road Maintenance and Improvement Fund levy is hereby approved and confirmed as reasonable and proper and shall be placed on the December 2022 notices to taxpayers in the Township and collected with said taxes.

4. That a general tax levy in the amount of 1.5 mills against the taxable real and personal properties within the Township be hereby approved and confirmed to be collected with

the tax statement delivered to taxpayers in the Township in December of 2022 to defray a portion of the foregoing budget.

5. That the Township Clerk be hereby directed to report the foregoing tax levy to the Township Supervisor forthwith, and that the Township Supervisor, in turn, be hereby directed to deliver certified copies of this Resolution to the Clerk of the County of Kalamazoo for presentation to the County Board of Commissioners at its subsequent annual meeting.

Motion was made by _____, seconded by _____, to adopt the foregoing Resolution.

Upon roll call vote the following voted "Aye":

The following voted "Nay":

The following were Absent:

The following Abstained:

The Moderator declared the motion carried and the Resolution duly adopted.

Dusty Farmer, Clerk
OSHTEMO CHARTER TOWNSHIP

CERTIFICATE

Dusty Farmer, the duly elected and acting Clerk of Oshtemo Charter Township, Kalamazoo County, Michigan, hereby certifies that the foregoing is a true and correct copy of an Excerpt of the Minutes of a regular meeting of the Oshtemo Charter Township Board held on November 15, 2022, at which a quorum was present.

Dusty Farmer, Clerk
OSHTEMO CHARTER TOWNSHIP



State of Michigan,) ss
County of Kalamazoo)

Nancy Block being duly sworn, deposes that he/she is principal clerk of MLive Media Group; that Kalamazoo Gazette is a public newspaper published in the city of Kalamazoo, with general circulation in Kalamazoo county, and this notice is an accurate and true copy of this notice as printed in said newspaper, was printed and published in the regular edition and issue of said newspaper on the following date(s):

Kalamazoo Gazette 10/25/2022

Nancy Block

Principal Clerk of the Publisher

Sworn to and subscribed before me this 8th day of November 2022

Teasha R Payne

Notary Public

TEASHA R. PAYNE
NOTARY PUBLIC, STATE OF MI
COUNTY OF MECOSTA
COMMISSION EXP FEB 24 2026
ACTING IN COUNTY OF hent



OSHTEMO CHARTER TOWNSHIP

KALAMAZOO COUNTY, MICHIGAN

**NOTICE OF HEARING ON THE GENERAL FUND BUDGET,
FIRE FUND BUDGET, LIGHTING FUND BUDGET, POLICE FUND
BUDGET, AND ROAD MAINTENANCE AND IMPROVEMENT
BUDGET FOR THE 2023 FISCAL YEAR**

TO: Each owner, or party in interest, of property in Oshtemo Charter Township, Kalamazoo Michigan and any other interested persons:

PLEASE TAKE NOTICE that the Oshtemo Charter Township Board has estimated that, for the fiscal year commencing January 1, 2023, the cost and expenses of the General operations will be \$13,254,230 (less DDA and less transfers) and the General Fund Budget will be \$5,411,311.

PLEASE TAKE FURTHER NOTICE that the Police Fund Budget (for Police Protection, Parking Enforcement, and Ordinance Enforcement) for the fiscal year commencing January 1, 2023, is estimated at \$1,535,000, which includes \$1,507,301 to be raised by special assessment levy, court judgments, and miscellaneous income.

PLEASE TAKE FURTHER NOTICE that the Fire Fund Budget for the fiscal year commencing January 1, 2023 is estimated at \$3,509,600, which includes \$3,390,066 to be raised by special assessments and revenue carryover.

PLEASE TAKE FURTHER NOTICE that the Lighting Fund Budget for the fiscal year commencing January 1, 2023 is estimated at \$182,226 to be raised by special assessments.

PLEASE TAKE FURTHER NOTICE that the Road Maintenance and Improvement Fund Budget for the fiscal year commencing January 1, 2023 is estimated at \$1,085,200, of which \$1,056,784 is to be raised by a 1.08 mill levy against the assessed valuation of the Township Property.

PLEASE TAKE FURTHER NOTICE that it is proposed to raise the sum of \$1,467,756 of said total Budget by levying of 1.5 mills (\$1.50 per \$1,000 of assessed valuation) against the taxable property within the Township. **This is an increase based on the charter millage.**

PLEASE TAKE FURTHER NOTICE that a hearing on the proposed Budgets with respect to anticipated expenditures of such funds for the 2023 fiscal year will be held in person at Oshtemo Charter Township Hall, 7275 West Main Street, Kalamazoo, MI 49009 on November 15, 2022, commencing at 7:15 p.m.

PLEASE TAKE FURTHER NOTICE that a copy of the proposed Budgets will be on file and available from the Township Clerk at 7275 West Main Street, Kalamazoo, Michigan 49009 for public inspection, during regular office hours, from the publication of this Notice until the time of the hearing and will be available

at such hearing.

THE PROPERTY TAX MILLAGE RATE PROPOSED TO BE LEVIED TO SUPPORT THE PROPOSED GENERAL FUND BUDGET AND ROAD MAINTENANCE AND IMPROVEMENT BUDGET WILL BE A SUBJECT OF THIS HEARING.

PLEASE TAKE FURTHER NOTICE that such proposed levies, if confirmed, will be levied for the fiscal year commencing January 1, 2023 and that the proposed budget levies will commence with the December 2022 tax bills.

Oshkema Charter Township will make reasonable accommodations to allow individuals with disabilities to attend and/or participate in public hearings. Individuals with disabilities requiring auxiliary aids, or other accommodations, should contact the Township by phone, or in writing, at least seven (7) days prior to the scheduled hearing date.

ALL INTERESTED PERSONS ARE HEREBY INVITED TO BE PRESENT AT THE AFORESAID TIME AND PLACE FOR THE PURPOSE OF CONSIDERING THE FOREGOING AND PRESENTING ANY OBJECTIONS OR COMMENTS THERETO.

Dusty Farmer, Clerk
Oshkema Charter Township
7275 West Main Street
Kalamazoo, MI 49009
Telephone: (269) 375-4260

10475234-01



**Budget
Fiscal
Year 2023**

Revenue Budget Summary
Fiscal 2023 Budget

General Fund	Carryover	0
	Current Real Property Tax	1,424,959
	Delq P.P. Tax	3,000
	Payments in Lieu of Taxes	7,000
	Other Tax Related Revenue	2,000
	Property Tax Admin Fee	461,681
	Manufactured Home Comm Fees	5,000
	Hawkers/Peddlers	100
	SRS-Right of Way	18,000
	SRS-Sales Tax Statutory	86,104
	SRS-Sales Tax Constitutional	2,449,664
	Other Grants	0
	FOIA/Subpoena Payment	650
	Cable Fees	160,000
	Planning Fees	75,000
	Metal Recycling Revenue	3,000
	Sidewalk Permit/Inspection	1,500
	Grave Openings	20,000
	Sales of Lots	10,000
	Monument Installations	7,500
	Interest Earned	3,000
	SMBA Facility Fee	22,000
Parks Fund	Carryover	210,000
	Donations - Restricted	0
	Donations - Unrestricted	10,000
	Rental Fee - Grange	10,000
	Rental Fee - Oshemo Community Center	20,000
	Rental Fee - Twp Park Pavilion	8,500
	Rental Fee - Flesher Pavilion	4,000
	Rental Fee - Flesher Gazebo	600
	Rental Fee - Drake Farmstead	5,000
	Interest Earned	250
	Transfer from General Fund	250,000
Cemetery Trust Fund	Transfer from General Fund	5,000
Local Road Fund	Current Real Property Tax	1,034,000
	Interest Earned	1,200
Fire Operating	Current Property Tax Levy	2,850,000
	Act 198 Tax Collection	0
	Payments in Lieu of Taxes	48,975
	FALSE FIRE ALARM FINES	2,500
	Interest Earned	1,000
Fire Equipment/Facilities	Current Property Tax Levy	278,546
	Payments in Lieu of Taxes	5,185
	Miscellaneous	900
	Interest Earned	600
Fire Capital	Current Property Tax Levy	187,573
	Payments in Lieu of Taxes	0
	Interest Earned	1,000
Police Fund	Carryover	0
	Current Property Tax Levy	1,468,000
	Liquor License Fees	25,000
	Ordinance Violations-8th District Court	10,000
	General Ordinance Violations	2,000
	Rental Housing Inspection Applications	2,000
	Interest Earned	3,000
Street Lighting Fund	Carryover	0
	Current Property Tax Levy	177,000
	Interest Earned	300
Sewer Hardship Revolving Fund	Interest on Investments	500
	Transfer from Other Funds	0
SoDA Fund	Carryover	0
	Current Real Property Tax	75,000
Building Fund	Carryover	56,388
American Rescue Plan Act Fund	Federal Grant	0
	Interest Earned	0
Water Fund	Carryover	245,000
	Mortgage/Contract/SAD/FF	28,000
	Interest on Investments	2,000
	Interest on Assessments	0
	Benefit Fees	0
	Surcharge	90,000
Retiree Medical Trust Fund	Carryover	11,300
DDA Fund	Carryover	0
	Current Real Property Tax	190,000
	Miscellaneous	0
	Interest Earned	1,000
	Total Revenue	12,081,475

Expenditures Summary
Fiscal 2023 Budget

General Fund	Transfer	405,000
	Supervisor	191,305
	Clerk	192,919
	Treasurer	143,389
	Trustees	37,800
	Elections	68,000
	Information Technology	309,519
	Assessing/Tax Records	319,295
	Cemetery, Bldgs & Grounds	675,450
	Finance & Legal	83,000
	Insurance & Bonds	462,880
	General Twp Operations	485,410
	Legal	204,322
	Public Works	1,332,417
	Planning Dept	500,605
	Total General Fund	5,411,311
Parks Fund	Parks	552,678
	Total Parks Fund	552,678
Local Road Fund	Local Roads	1,068,757
	Total Local Roads fund	1,068,757
Fire Fund Operations	Admin/Dept Operations/Maintenance	2,936,194
	Total Fire Fund Operations	2,936,194
Fire Fund Equipment/Facilities	Equipment	346,600
	Total Fire Fund Equipment/Facilities	346,600
Fire Fund Capital	Capital	85,100
	Total Fire Fund Capital	85,100
Police Fund	Contract Admin/Prkng Violations/General Ordinance Enforcement	1,478,088
	Total Police Fund	1,478,088
Street Lighting Fund	Public Works	175,800
	Total Street Lighting Fund	175,800
Sewer Hardship Revolving Fund	Revolving Improvement	50,000
	Total Sewer Hardship Revolving Fund	50,000
SoDA Fund	Economic Development	74,000
	Total SoDA Fund	74,000
Building Fund	Building Department	56,388
	Total Building Fund	56,388
American Rescue Plan Act Fund	General	484,500
	Total American Rescue Plan Act Fund	484,500
Water Fund	General	339,764
	Total Water Fund	339,764
Retiree Medical Trust Fund	Insurance & Bonds	11,300
	Total Retiree Medical Trust fund	11,300
DDA Fund	Economic Development	189,750
	Total DDA Fund	189,750
	Total All Funds	13,260,230

**Planned Expenditure
Comparison By Fund
Fiscal 2023 Budget**

	2022	2023	2023 Variance	2023 Variance Percentage
General	4,722,926	5,411,311	688,385	15%
Parks	327,774	552,678	224,904	69%
Local Road	951,467	1,068,757	117,290	12%
Fire Operations/Maint/Capital	2,683,190	2,936,194	253,004	9%
Police	1,599,762	1,478,088	-121,674	-8%
Street Lighting	195,800	175,800	-20,000	-10%
Sewer Hardship Revolving	50,000	50,000	0	0%
SoDA	38,500	74,000	35,500	92%
Building	52,555	56,388	3,833	7%
American Rescue Plan Act	115,000	484,500	369,500	321%
Water	366,439	339,764	-26,675	-9%
Retiree Medical Trust	13,600	11,300	-2,300	-17%
DDA	957,550	189,750	-767,800	-80%
Total	12,075,563	12,830,553	753,967	27%

General Fund

Budget
Fiscal Year
2023



11/07/2022

BUDGET REPORT FOR OSHTEMO CHARTER
 TOWNSHIP 2023 BUDGET
 Calculations as of 11/07/2022

GL NUMBER	DESCRIPTION	2022 AMENDED BUDGET	2022 ACTIVITY THRU 11/07/22	2023 RECOMMENDED BUDGET
ESTIMATED REVENUES				
Dept 001 - Revenue				
101-001-40100	Carryover	1,164,384		
101-001-40300	Current Real Property Tax	823,038	881,988	1,424,959
101-001-40700	Delq P.P. Tax	20,000		3,000
101-001-43000	Payments in Lieu of Taxes	3,000		7,000
101-001-44500	Other Tax Related Revenue	2,000	1,250	2,000
101-001-44700	Property Tax Admin Fee	395,588	444,845	461,681
101-001-45300	Manufactured Home Comm Fees	5,000	3,988	5,000
101-001-45400	Hawkers/Peddlers	100	50	100
101-001-47500	Miscellaneous		2,314	
101-001-47600	Reimburse Revenue		(6,384)	
101-001-47700	SRS-Right of Way	18,000	16,940	18,000
101-001-57400	SRS-Sales Tax Statutory	78,277	52,185	86,104
101-001-57500	SRS-Sales Tax Constitutional	2,009,198	1,885,486	2,449,664
101-001-57600	Other Grants	230,000		
101-001-60300	FOIA/Copies/Subpeona Payment	2,500	626	650
101-001-60500	Cable Fees	165,000	121,553	160,000
101-001-60700	Election Reimbursement	18,655	39,218	
101-001-61100	Assessing Application Fees		195	
101-001-61400	Planning Escrow			12,000
101-001-61500	Planning Fees	130,000	71,098	75,000
101-001-61700	Metal Recycling Revenue	3,000	3,643	3,000
101-001-61800	Sidewalk Permit/Inspection	1,500	2,580	1,500
101-001-63000	Electric Vehicle Charging Station		73	100
101-001-63400	Grave Openings	20,000	12,820	20,000
101-001-64300	Sales of Lots	10,000	8,460	10,000
101-001-64500	Monument Installations	5,000	7,610	7,500
101-001-66500	Interest Earned	2,500	(4,382)	3,000
101-001-69900	SMBA Facility Fee	22,000	22,000	22,000
101-001-69920	TRANSFER ARPA			639,500
Totals for dept 001 - Revenue		5,128,740	3,568,156	5,411,758

Dept 751 - Parks Revenue

101-751-47700 Drake Carriage Barn

450

Totals for dept 751 - Parks Revenue

450

TOTAL ESTIMATED REVENUES

5,128,740

3,568,606

5,411,758

APPROPRIATIONS

Dept 110 - Transfer to Other Funds

101-110-96510 Transfer to Sewer

150,000

150,000

101-110-96525 Transfer to Cemetery

5,000

5,000

101-110-96560 Transfer to Parks Fund

250,000

250,000

Totals for dept 110 - Transfer to Other Funds

405,000

405,000

Dept 171 - Supervisor				
101-171-70200	Salaries	202,755	132,850	165,418
101-171-71500	Payroll Taxes - FICA	15,511	9,609	12,654
101-171-72200	Pension Plan	16,220	16,629	13,233
Totals for dept 171 - Supervisor		234,486	159,088	191,305

Dept 173 - Clerk				
101-173-70200	Salaries	118,720	101,850	166,813
101-173-71500	Payroll Taxes - FICA	9,082	7,339	12,761
101-173-72200	Pension Plan	9,498	6,895	13,345
Totals for dept 173 - Clerk		137,300	116,084	192,919

Dept 174 - Treasurer

101-174-70200	Salaries	97,754	85,637	123,985
101-174-71500	Payroll Taxes - FICA	7,479	6,188	9,485
101-174-72200	Pension Plan	7,821	8,018	9,919
Totals for dept 174 - Treasurer		113,054	99,843	143,389

Dept 175 - Trustees

101-175-70200	Salaries	50,000	23,207	35,000
101-175-71500	Payroll Taxes - FICA	4,000	1,775	2,800
Totals for dept 175 - Trustees		54,000	24,982	37,800

Dept 191 - Elections

101-191-72800	Supplies	24,655	24,992	15,000
101-191-73000	Postage	29,000	27,125	8,000
101-191-80800	Precinct Workers	40,000	28,476	
101-191-82670	Facility Rental Fees	750	500	
101-191-90300	Noticing and Programming	4,000	2,149	
101-191-97000	Capital Outlay-Equipment	1,000		45,000
Totals for dept 191 - Elections		99,405	83,242	68,000

Dept 201 - Information Technology				
101-201-70200	Salaries/Clerical	58,538	49,939	48,957
101-201-71500	Payroll Taxes - FICA	4,478	3,895	3,745
101-201-72200	Pension Plan	4,683	2,038	3,917
101-201-72800	Supplies	5,000	3,588	5,000
101-201-80500	Computer Support	148,855	111,878	161,500
101-201-90000	Cell Phone	1,700	846	2,400
101-201-97000	Capital Outlay	82,500	67,310	84,000
Totals for dept 201 - Information Technology		305,754	239,494	309,519

Dept 209 - Assessing/Tax Records

101-209-70200	Salaries	132,884	112,869	148,115
101-209-70300	Board of Review Salaries	3,000	1,950	3,000
101-209-71500	Payroll Taxes - FICA	10,166	8,592	11,331
101-209-72200	Pension Plan	10,630	9,323	11,849
101-209-72800	Supplies	1,000	52	1,000
101-209-80700	Contracted Appeals	70,000	12,045	70,000
101-209-82000	Engineering Fees	20,000	12,408	20,000
101-209-82600	Legal Fees	36,000	7,420	36,000
101-209-87000	Mileage	800		800
101-209-90300	Legal Notices	1,200		1,200
101-209-95800	Education/Dues	5,000	3,256	5,000
101-209-97000	Capital Outlay-Equipment	12,050	4,561	11,000
Totals for dept 209 - Assessing/Tax Records		302,730	172,476	319,295

Dept 218 - Cemetery, Bldgs & Grounds

101-218-72800	Supplies	1,500		1,500
101-218-75100	Vehicle Maintenance	3,000	4	3,000
101-218-75300	Grounds Maint Equipment	2,500	718	2,500
101-218-75700	Tools & Supplies	1,500	81	1,500
101-218-76000	Facility Supplies	4,300	2,015	4,300
101-218-76600	Expendable Supplies	3,000	1,097	3,500
101-218-80500	Contracted Snow Removal	1,000		1,000
101-218-80600	Contracted Lawn Maintenance	12,500	10,000	17,000
101-218-80800	Contracted Grave Openings/Foundatic	20,000	20,168	20,000
101-218-86800	Fuel, Oil & Grease	2,000	817	1,200
101-218-92000	Water	2,100	1,508	2,550
101-218-92100	Electric	24,400	16,081	29,100
101-218-92300	Heat	4,250	3,756	6,100
101-218-92700	Electric Vehicle Charging Station			500
101-218-93100	Maintenance Services	31,173	9,763	31,700
101-218-97400	Capital Outlay	637,142	36,071	550,000
Totals for dept 218 - Cemetery, Bldgs & Grounds		750,365	102,079	675,450

Dept 223 - Finance & Legal

101-223-82500	Accounting & Audit Fees	72,500	61,254	83,000
101-223-82600	Legal Fees	115,200	53,235	
Totals for dept 223 - Finance & Legal		187,700	114,489	83,000

Dept 234 - Insurance & Bonds

101-234-71500	PAYROLL TAXES - FICA	550	410	1,000
101-234-71600	Health & Life Insurance	261,500	224,152	302,180
101-234-72500	Retiree Health Care	85,300	83,700	90,000
101-234-91100	Worker's Compensation	12,000	9,270	12,000
101-234-91200	General Insurance	50,000	36,691	57,700
Totals for dept 234 - Insurance & Bonds		409,350	354,223	462,880

Dept 249 - General Twp Operations				
101-249-70200	Salaries	111,922	90,658	118,829
101-249-71500	Payroll Taxes - FICA	8,562	6,137	9,090
101-249-72200	Pension Plan	8,954	5,168	9,391
101-249-72800	Supplies	11,000	7,109	11,000
101-249-73000	Postage	37,500	14,603	40,000
101-249-75100	Vehicle Maintenance	1,500		1,500
101-249-80800	Contracted Services	3,271	3,001	65,000
101-249-86800	Fuel, Oil & Grease	1,600	1,244	1,500
101-249-87000	Mileage	500	351	500
101-249-87200	New Hire Expenses	10,000	8,016	10,000
101-249-90300	Legal Notices	18,000	4,661	18,000
101-249-93300	Equipment Maintenance		3,320	
101-249-95600	Household Hazard Waste	20,000	16,534	23,000
101-249-95700	Public Education	45,000	3,526	95,000
101-249-95800	Education/Dues	20,000	11,750	25,000
101-249-95810	Employee Recognition	1,500	20	500
101-249-95900	Trash Collection	53,500	36,424	57,100
101-249-96100	BOR/MTT Refunds	41,153	41,518	
Totals for dept 249 - General Twp Operations		393,962	254,040	485,410

Dept 250 - Legal				
101-250-70200	Salaries	212,381	182,587	234,351
101-250-71500	Payroll Taxes - FICA	14,972	13,225	16,323
101-250-72200	Pension Plan	16,991	16,441	18,748
101-250-72800	Supplies	765		500
101-250-80800	Contracted Legal Counsel/Temp Paralegal			40,000
101-250-83000	Departmental Billings	(84,800)	(126,690)	(121,000)
101-250-87000	Mileage	500	138	500
101-250-95500	Law Library/Archives	12,000	37,294	12,000
101-250-95800	Education/Dues	1,635	2,080	2,300
101-250-97000	Capital Outlay	600		600
Totals for dept 250 - Legal		175,044	125,075	204,322

Dept 506 - Public Works

101-506-70200	Salaries	79,442	70,880	75,501
101-506-71500	Payroll Taxes - FICA	6,077	5,273	5,776
101-506-72200	Pension Plan	6,356	8,708	6,040
101-506-72800	Supplies	500	211	500
101-506-80800	Consultant			30,000
101-506-82000	Engineering Fees	100,000	68,913	79,500
101-506-82600	Legal Fees	6,000	12,435	15,000
101-506-87000	Mileage	1,500	855	1,000
101-506-95300	Storm Sewer Costs	7,500	448	
101-506-95800	EDUCATION/DUES	2,000	1,945	2,000
101-506-97600	Capital Outlay	89,000	27,215	50,000
101-506-97600.NMDRD	Non-Motorized Drake Rd	1,000		79,000
101-506-97600.NMDRS	Non Motorized Drake Safety Grant	5,000	1,350	
101-506-97600.NMDRT	South Drake Phase 2 Transportation A	6,000		40,000
101-506-97600.NMKLA	Non Motorized Facility KL Ave	145,000	51,528	178,100
101-506-97600.NMPRK	Vienna to 131 Bridge			300,000
101-506-97600.NMS9T	Stadium to Quail Run West			160,000
101-506-97600.NMSTD	Non motorized Stadium	3,000	1,263	
101-506-97600.PLATSW	Capital Outlay / Bldg Adds			185,000
101-506-97600.SANCO	Sewer 1 Contract A	1,059		
101-506-97600.SWGME	Sidewalk, Green Meadow	14,000	3,296	
101-506-97600.SWMHC	Sidewalk, Maple Hill and Croyden	20,000	4,517	
101-506-97600.WHTGN	Whitegate NM Connector	14,000		125,000
Totals for dept 506 - Public Works		507,434	258,837	1,332,417

Dept 805 - Planning Dept

101-805-70200	Salary	130,331	116,136	235,629
101-805-70300	SALARY-PC/ZBA	15,000	8,140	
101-805-71500	Payroll Taxes - FICA	9,971	9,230	18,026
101-805-72200	Pension Plan	10,427	9,325	18,850
101-805-72800	Supplies	500	24	500
101-805-80100	GIS Expense	15,050	2,190	14,000
101-805-80800	Consultants	196,600	49,709	160,000
101-805-82000	Engineering Fees	2,000	315	3,000
101-805-82600	Legal Fees	32,000	24,165	30,000
101-805-87000	Mileage	300		300
101-805-90300	Legal Notices	15,000	2,778	15,000
101-805-95800	Education/Dues	5,300	1,973	5,300
Totals for dept 805 - Planning Dept		432,479	223,985	500,605
TOTAL APPROPRIATIONS		4,508,063	2,327,937	5,411,311
NET OF REVENUES/APPROPRIATIONS - FUND 101		620,677	1,240,669	447

Parks Fund

Budget
Fiscal Year
2023



Fund 107 - Parks

ESTIMATED REVENUES

Dept 000 - General

107-000-66400 Interest on Investments

	(9)	14,500
Totals for dept 000 - General	(9)	14,500

Dept 001 - Revenue

107-001-69920 TRANSFER ARPA

20,000

Totals for dept 001 - Revenue

20,000

Dept 751 - Parks Revenue

107-751-40100	Carryover	72,932		210,000
107-751-46000	Donations - Restricted	109,050	167,150	
107-751-46100	Donations - Unrestricted	5,000	15,629	10,000
107-751-47200	Rental Fee - Grange	3,000	10,885	10,000
107-751-47300	Rental Fee - Oshtemo Community Cen	5,500	21,193	20,000
107-751-47400	Rental Fee - Twp Park Pavilion	8,500	8,850	8,500
107-751-47500	Rental Fee - Flesher Pavilion	6,500	4,465	4,000
107-751-47600	Rental Fee - Flesher Gazebo	500	750	600
107-751-47700	Rental Fee - Drake Farmstead	2,000	5,750	5,000
107-751-66500	Interest Earned	14,500	443	250
107-751-67500	Transfer from General Fund	250,000		250,000
Totals for dept 751 - Parks Revenue		477,482	235,115	518,350

TOTAL ESTIMATED REVENUES	477,482	235,106	552,850
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APPROPRIATIONS

Dept 756 - Parks Facilities

107-756-70210	Salaries	111,339	103,164	140,783
107-756-71500	Payroll Taxes - FICA	8,518	7,636	10,770
107-756-72200	Pension Plan	8,284	6,029	10,605
107-756-72800	Program/Marketing Supplies	1,000	914	1,000
107-756-75100	Vehicle Maintenance	2,600	18	2,000
107-756-75300	Grounds Maint Equipment	4,500	3,491	5,000
107-756-75700	Tools & Supplies	300	169	300
107-756-76000	Facility Supplies	4,300	2,747	4,350
107-756-76600	Expendable Supplies	5,000	2,858	5,000
107-756-77000	Contribution to Oshtemo Parks & Rec Fund			50,000
107-756-80500	Contracted Snow Removal	1,000		1,000
107-756-80800	Consultant	32,100	13,867	31,000
107-756-82500	Accounting & Audit Fees	3,000	2,380	3,000
107-756-82600	Legal Fees	2,000	2,415	2,000
107-756-85300	Telephone	2,800	1,410	2,000
107-756-86800	Fuel, Oil & Grease	3,500	3,118	3,000
107-756-92000	Water	2,400	2,619	2,900
107-756-92100	Electric	9,200	5,931	10,100
107-756-92300	Heat	11,700	10,596	14,500
107-756-93100	Maintenance Services	32,861	18,290	91,963
107-756-95800	Education/Dues	1,200	1,022	1,200
107-756-97400	Capital Outlay/Improvements	221,100	112,198	155,207
107-756-97400.DRFMP:	Capital Outlay/Improvements		800	
107-756-97700	Capital Outlay/Equipment	1,954	1,837	
107-756-98000	Capital Outlay/Oshtemo Comm Cente	2,500		
107-756-98100	Capital Outlay/Drake House	3,000	600	5,000
Totals for dept 756 - Parks Facilities		476,156	304,109	552,678

TOTAL APPROPRIATIONS	476,156	304,109	552,678
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NET OF REVENUES/APPROPRIATIONS - FUND 107	1,326	(69,003)	172
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Cemetery Trust Fund

Budget
Fiscal Year
2023



Fund 151 - CEMETERY TRUST FUND

ESTIMATED REVENUES

Dept 001 - Revenue

151-001-66500 Interest Earned

(3)

151-001-67500 Transfer from General Fund

5,000

5,000

Totals for dept 001 - Revenue

5,000

(3)

5,000

TOTAL ESTIMATED REVENUES

5,000

(3)

5,000

NET OF REVENUES/APPROPRIATIONS - FUND 151

5,000

(3)

5,000

Local Road Fund

Budget
Fiscal Year
2023



ESTIMATED REVENUES

Dept 204 - Local Road Fund

204-000-40300	Current Real Property Tax	1,003,028	981,411	1,034,000
TOTAL ESTIMATED REVENUES		1,003,028	981,411	1,034,000
NET OF REVENUES/APPROPRIATIONS - 000 - General		1,003,028	981,411	1,034,000

ESTIMATED REVENUES

204-001-40100	Carryover	1,410		50,000
204-001-66500	Interest Earned	500	1,232	1,200
TOTAL ESTIMATED REVENUES		<u>1,910</u>	<u>1,232</u>	<u>51,200</u>
NET OF REVENUES/APPROPRIATIONS - 001 - Revenue		<u>1,910</u>	<u>1,232</u>	<u>51,200</u>

Dept 506 - Public Works

APPROPRIATIONS

204-506-70200	Salaries/Clerical	20,280	16,951	90,149
204-506-71500	Payroll Taxes - FICA	1,553	1,250	6,896
204-506-72200	Pension Plan	1,623	678	7,212
204-506-75700	Tools & Supplies	1,000	728	1,000
204-506-82100	Professional Fees	41,421	5,827	105,000
204-506-82500	Accounting & Audit Fees	1,000	375	1,000
204-506-82600	Legal Fees	5,000		7,500
204-506-96510	Transfer to Sewer	350,000		350,000
204-506-97600	Capital Outlay	538,028	191,829	500,000
TOTAL APPROPRIATIONS		959,905	217,638	1,068,757

NET OF REVENUES/APPROPRIATIONS - 506 - Public Works	(959,905)	(217,638)	(1,068,757)
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ESTIMATED REVENUES - FUND 204	1,004,938	982,643	1,085,200
APPROPRIATIONS - FUND 204	959,905	217,638	1,068,757
NET OF REVENUES/APPROPRIATIONS - FUND 204	45,033	765,005	16,443

Fire Operations Fund

Budget
Fiscal Year
2023



Fund 206 - Fire

ESTIMATED REVENUES

Dept 001 - Revenue

206-001-40100	Carryover	119,260		
206-001-40200	Current Property Tax Levy	2,766,047	2,838,751	2,850,000
206-001-40900	Act 198 Tax Collection	1		
206-001-43000	Payments in Lieu of Taxes	55,827		
206-001-47500	Miscellaneous		1,960	
206-001-47700	FALSE FIRE ALARM FINES	2,500	29,300	25,000
206-001-66500	Interest Earned	1,000	(1,691)	1,000
206-001-67300	Transfer from Other Funds			85,000
Totals for dept 001 - Revenue		2,944,635	2,868,320	2,961,000

TOTAL ESTIMATED REVENUES

2,944,635

2,868,320

2,961,000

APPROPRIATIONS

Dept 336 - Administration

206-336-70200	Salaries	1,124,549	897,482	1,275,456
206-336-70300	Statutory Overtime	77,046	49,018	88,940
206-336-70310	Contractual Overtime	56,570	78,047	86,921
206-336-71500	Payroll Taxes - FICA	95,299	76,546	111,026
206-336-71600	Health & Life Insurance	160,627	156,155	178,370
206-336-72200	Pension Plan	98,206	75,332	112,791
206-336-72500	Clothing Allowance	23,589	12,396	19,100
206-336-72600	Retiree Health Care	68,400	57,600	72,000
206-336-72850	Food Allowance	7,000	6,519	6,500
206-336-82500	Accounting & Audit Fees	6,000	2,400	6,000
206-336-82600	Legal Fees	30,000	19,810	15,000
206-336-87000	Mileage	500		250
206-336-95900	Continuing Education	75,026	20,720	50,000
206-336-96100	Hazmat Fees	1,400		1,400
206-336-96300	Admin Contingency	(7,802)		
Totals for dept 336 - Administration		1,816,410	1,452,025	2,023,754

Dept 340 - Dept Operations

206-340-70500	Fire Pay - On Call	375,000	184,558	275,000
206-340-71500	Payroll Taxes - FICA	5,438	2,649	
206-340-72200	Pension Plan	37,500	18,429	37,500
206-340-72800	Supplies	9,000	2,827	9,000
206-340-72900	Petty Cash	500		250
206-340-75500	EMS Supplies	13,573	7,314	16,000
206-340-75700	Tools & Supplies	3,000	964	3,200
206-340-76000	Training Supplies	1,700	404	1,700
206-340-76100	Public Education	4,588	457	5,000
206-340-76600	Equipment	15,020	4,926	6,000
206-340-80900	Computer Operations	93,785	69,840	73,565
206-340-85100	Radio Maintenance	5,500	440	5,500
206-340-85300	Telephone	10,640	8,894	10,640
206-340-86700	Vehicle Operations	171,820	123,087	108,460
206-340-86800	Fuel	61,884	36,424	45,000
206-340-87100	Physical Exams	30,200	28,820	34,800
206-340-87200	New Hire Expenses	25,700	22,671	9,800
206-340-91200	General Insurance	120,343	126,968	130,120
206-340-93300	Equipment Maintenance	13,030	4,225	13,010
Totals for dept 340 - Dept Operations		998,221	643,897	784,545

Fire Equipment Fund

Budget
Fiscal Year
2023



Fund 211 - Fire Equipment

ESTIMATED REVENUES

Dept 001 - Revenue

211-001-40100	Carryover	97,489		43,000
211-001-40200	Current Property Tax Levy	278,546	294,846	303,000
211-001-43000	Payments in Lieu of Taxes	5,185	5,728	
211-001-47500	Miscellaneous	900	900	
211-001-66500	Interest Earned	600	(137)	600
Totals for dept 001 - Revenue		382,720	301,337	346,600

TOTAL ESTIMATED REVENUES		-----	382,720	301,337	346,600
APPROPRIATIONS					
Dept 344 - Expenditures					
211-344-76600	Personal Protective Equipment		40,625	8,427	40,000
211-344-82500	Accounting & Audit Fees		2,500	2,380	2,700
211-344-98000	Capital Outlay/Equipment		145,914	94,601	157,900
211-344-98100	Capital Outlay/Facilities		176,450	34,148	146,000
Totals for dept 344 - Expenditures		-----	365,489	139,556	346,600
TOTAL APPROPRIATIONS		-----	365,489	139,556	346,600
NET OF REVENUES/APPROPRIATIONS - FUND 211		-----	17,231	161,781	

Fire Capital Fund

Budget
Fiscal Year
2023



Fund 212 - Fire Capital

ESTIMATED REVENUES

Dept 001 - Revenue

212-001-40200	Current Property Tax Levy	187,573	200,383	202,000
212-001-43000	Payments in Lieu of Taxes	3,457		
212-001-66500	Interest Earned	500	291	600
Totals for dept 001 - Revenue		191,530	200,674	202,600

TOTAL ESTIMATED REVENUES

191,530

200,674

202,600

APPROPRIATIONS

Dept 336 - Administration

212-336-96550 Transfer to Other Funds

85,000

Totals for dept 336 - Administration

85,000

Dept 344 - Expenditures			
212-344-82500	Accounting & Audit Fees	100	100
Totals for dept 344 - Expenditures		----- 100	----- 100
TOTAL APPROPRIATIONS		----- 100	----- 85,100
NET OF REVENUES/APPROPRIATIONS - FUND 212		----- 191,430	----- 200,674
			----- 117,500

Police Fund

Budget
Fiscal Year
2023



Fund 207 - Police

ESTIMATED REVENUES

Dept 001 - Revenue

207-001-40100	Carryover	149,980		
207-001-40200	Current Property Tax Levy	1,420,000	1,484,879	1,468,000
207-001-45200	Liquor License Fees	22,000	28,636	25,000
207-001-65000	Ordinance Violations-8th District Cour	15,000	5,332	10,000
207-001-65100	General Ordinance Violations	2,000	3,725	2,000
207-001-65300	FALSE POLICE ALARM FINES		23,175	25,000
207-001-65600	Parking Violations		75	
207-001-65700	Rental Housing Inspection Application	2,000	600	2,000
207-001-66500	Interest Earned	2,000	230	3,000
Totals for dept 001 - Revenue		1,612,980	1,546,652	1,535,000

TOTAL ESTIMATED REVENUES

 1,612,980 1,546,652 1,535,000

APPROPRIATIONS

Dept 310 - POLICE CONTRACT ADMIN

207-310-70200	Salary/Contract Administrator	7,010		
207-310-71500	Payroll Taxes - FICA	536		
207-310-72200	Pension Plan	561		
207-310-80200	Protection Contract - KC	1,396,000	834,337	1,400,000
207-310-80600	IT Services	1,200		1,200
207-310-80800	Contracted Services	12,000		
207-310-82500	Accounting & Audit Fees	5,000	2,380	5,000
207-310-82600	Legal Fees-8th District Court	10,000	12,135	10,000
207-310-96100	BOR/MTT Refunds	15,000		
207-310-97000	Capital Outlay	101,000	1,066	2,000
Totals for dept 310 - POLICE CONTRACT ADMIN		1,548,307	849,918	1,418,200

Dept 330 - GEN ORDINANCE ENFORCEMENT

207-330-70200	Salaries	38,307	32,523	39,679
207-330-71500	Payroll Taxes - FICA	2,931	2,482	3,035
207-330-72200	Pension Plan	3,065	1,301	3,174
207-330-72800	Supplies	3,075	770	3,000
207-330-82600	Legal Fees	10,000	5,190	10,000
207-330-97000	Capital Outlay	995	469	1,000
Totals for dept 330 - GEN ORDINANCE ENFORCEMENT		58,373	42,735	59,888

TOTAL APPROPRIATIONS

1,612,980 892,653 1,478,088

NET OF REVENUES/APPROPRIATIONS - FUND 207

653,999 56,912

Street Lighting Fund

Budget
Fiscal Year
2023



Fund 219 - Street Lighting Fund

ESTIMATED REVENUES

Dept 001 - Revenue

219-001-40100	Carryover	35,000		
219-001-40200	Current Property Tax Levy	165,000	176,029	177,000
219-001-66500	Interest Earned	500	179	300
Totals for dept 001 - Revenue		200,500	176,208	177,300

TOTAL ESTIMATED REVENUES		-----	-----	-----
		200,500	176,208	177,300
APPROPRIATIONS				
Dept 506 - Public Works				
219-506-82500	Accounting & Audit Fees	800		800
219-506-92600	Street Lighting	145,000	79,723	145,000
219-506-97600	Capital Outlay / Upgrade	50,000		30,000
	Totals for dept 506 - Public Works	-----	-----	-----
		195,800	79,723	175,800
TOTAL APPROPRIATIONS		-----	-----	-----
		195,800	79,723	175,800
NET OF REVENUES/APPROPRIATIONS - FUND 219		-----	-----	-----
		4,700	96,485	1,500

Sewer Hardship

Revolving Fund

Budget
Fiscal Year
2023



Fund 246 - Sewer Hardship Revolving Fund

ESTIMATED REVENUES

246-001-40100	Carryover			50,000
246-001-66400	Interest on Investments	300	(178)	500
246-001-67500	Transfer from Other Funds	300,000		
TOTAL ESTIMATED REVENUES		300,300	(178)	50,500
NET OF REVENUES/APPROPRIATIONS - 001 - Revenue		300,300	(178)	50,500

APPROPRIATIONS

246-265-97800	Miscellaneous	50,000		50,000
TOTAL APPROPRIATIONS		50,000		50,000

NET OF REVENUES/APPROPRIATIONS - 265 - Revolving Impr		(50,000)		(50,000)
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ESTIMATED REVENUES - FUND 246		300,300	(178)	50,500
APPROPRIATIONS - FUND 246		50,000		50,000
NET OF REVENUES/APPROPRIATIONS - FUND 246		250,300	(178)	500

SoDA Fund

Budget
Fiscal Year
2023



Fund 247 - SoDA Fund

ESTIMATED REVENUES

Dept 001 - Revenue

247-001-40100	Carryover	31,000		
247-001-40300	Current Real Property Tax	40,000	75,990	75,000
247-001-66500	Interest Earned		82	100
Totals for dept 001 - Revenue		71,000	76,072	75,100

TOTAL ESTIMATED REVENUES		-----	71,000	76,072	75,100
APPROPRIATIONS					
Dept 728 - Economic Development					
247-728-82500	Accounting & Audit Fees		1,000		1,000
247-728-82600	Legal Fees		500	1,665	500
247-728-93300	Repairs/Maintenance		7,500		7,500
247-728-97500	Capital Outlay/Obligated Projects		60,000		65,000
Totals for dept 728 - Economic Development		-----	69,000	1,665	74,000
TOTAL APPROPRIATIONS		-----	69,000	1,665	74,000
NET OF REVENUES/APPROPRIATIONS - FUND 247		-----	2,000	74,407	1,100

Building Fund

Budget
Fiscal Year
2023



Fund 249 - Building

ESTIMATED REVENUES

Dept 001 - Revenue

249-001-40100	Carryover	74,773		56,388
249-001-66400	Interest on Investments		(176)	
Totals for dept 001 - Revenue		74,773	(176)	56,388

TOTAL ESTIMATED REVENUES		74,773	(176)	56,388

APPROPRIATIONS				
Dept 371 - Bldg Dept				
249-371-70200	Salaries/Clerical	38,307	32,526	39,679
249-371-71500	Payroll Taxes - FICA	2,931	2,521	3,035
249-371-72200	Pension Plan	3,065	3,374	3,174
249-371-82400	Contracted Bldg Plan Review	13,000	23,892	
249-371-82500	Accounting & Audit Fees	5,000	2,380	5,500
249-371-82600	Legal Fees	10,000	3,615	2,000
249-371-95800	Education/Dues	1,475		2,000
249-371-97600	Capital Outlay	995	469	1,000
Totals for dept 371 - Bldg Dept		74,773	68,777	56,388

TOTAL APPROPRIATIONS		74,773	68,777	56,388

NET OF REVENUES/APPROPRIATIONS - FUND 249			(68,953)	

ARPA Fund

Budget
Fiscal Year
2023



Fund 297 - American Rescue Plan Fund

Dept 000 - General

ESTIMATED REVENUES

297-000-66400	Interest on Investments		567
TOTAL ESTIMATED REVENUES			567

APPROPRIATIONS

297-000-70200	Salaries/Clerical	6,067	3,346
297-000-71500	Payroll Taxes - FICA	464	253
297-000-72200	Pension	485	134
297-000-73000	Postage	884	
297-000-82100	Professional Fees	1,000	
297-000-82500	Accounting & Audit Fees	1,100	
297-000-97600	Capital Outlay	105,000	
TOTAL APPROPRIATIONS		115,000	3,733
NET OF REVENUES/APPROPRIATIONS - 000 - General		(115,000)	(3,166)

ESTIMATED REVENUES

297-001-40100	Carryover			484,500
297-001-48000	Federal Grant	1,213,632	1,223,375	
297-001-66500	Interest Earned	1,000	357	
TOTAL ESTIMATED REVENUES		<u>1,214,632</u>	<u>1,223,732</u>	<u>484,500</u>

APPROPRIATIONS

297-001-99500	Transfer to General			<u>484,500</u>
TOTAL APPROPRIATIONS				<u>484,500</u>

NET OF REVENUES/APPROPRIATIONS - 001 - Revenue		<u>1,214,632</u>	<u>1,223,732</u>	
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ESTIMATED REVENUES - FUND 297	1,214,632	1,224,299	484,500
APPROPRIATIONS - FUND 297	115,000	3,733	484,500
NET OF REVENUES/APPROPRIATIONS - FUND 297	1,099,632	1,220,566	

Water Fund

Budget
Fiscal Year
2023



Fund 491 - Water

ESTIMATED REVENUES

Dept 000 - General

491-000-40100	Carryover	293,513		245,000
491-000-65000	Mortgage/Contract/SAD/FF	28,000	3,793	28,000
491-000-66400	Interest on Investments	1,500	(1,163)	2,000
491-000-66600	Interest on Assessments	4,000		
491-000-68000	Benefit Fees	70,000	76,374	
491-000-68500	Surcharge	105,000	83,178	90,000
Totals for dept 000 - General		502,013	162,182	365,000

TOTAL ESTIMATED REVENUES		502,013	162,182	365,000
APPROPRIATIONS				
Dept 000 - General				
491-000-70200	Salaries/Clerical	40,737	33,771	53,579
491-000-71500	Payroll Taxes - FICA	3,117	2,469	4,099
491-000-72200	Pension Plan	3,260	1,351	4,286
491-000-75700	Tools & Supplies	1,000	1,685	1,000
491-000-80800	Audit Fees	3,400	2,380	3,500
491-000-80900	IT Tools and Supplies			800
491-000-82000	Engineering Fees	5,000	1,519	5,000
491-000-82600	Legal Fees	2,000	2,085	4,000
491-000-95800	Professional Fees	12,500	12,500	18,500
491-000-96400	Construction Costs	56,000		
491-000-96400.HYD9TH	Construction Costs	160,000	154,968	
491-000-96400.WM7TC	Construction Water Main 7th to 8th	191,000		245,000
Totals for dept 000 - General		478,014	212,728	339,764
TOTAL APPROPRIATIONS				
		478,014	212,728	339,764
NET OF REVENUES/APPROPRIATIONS - FUND 491				
		23,999	(50,546)	25,236

Dept 000 - General			
492-000-80800	Audit Fees	3,500	
492-000-82000	Engineering Fees	518,000	480,480
492-000-82100	Professional Fees	75,000	78,000
492-000-82600	Legal Fees	60,000	50,000
492-000-96400	Construction Costs	8,300,000	9,130,000
492-000-99600	Debt Service		40,000
Totals for dept 000 - General			9,778,480
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TOTAL APPROPRIATIONS			9,778,480
NET OF REVENUES/APPROPRIATIONS - FUND 492			6,520

Retiree Medical Trust Fund

Budget
Fiscal Year
2023



Fund 736 - Retiree Medical Trust Fund

ESTIMATED REVENUES

Dept 001 - Revenue

736-001-40100	Carryover	13,600		11,300
736-001-66500	Interest Earned		(80,868)	
Totals for dept 001 - Revenue		13,600	(80,868)	11,300

TOTAL ESTIMATED REVENUES	13,600	(80,868)	11,300

APPROPRIATIONS			
Dept 234 - Insurance & Bonds			
736-234-72500 Insurance Premiums	10,000	(8,000)	10,000
736-234-80800 Administrative Costs	3,600		1,300
Totals for dept 234 - Insurance & Bonds	13,600	(8,000)	11,300

TOTAL APPROPRIATIONS	13,600	(8,000)	11,300

NET OF REVENUES/APPROPRIATIONS - FUND 736		(72,868)	

DDA Fund

Budget
Fiscal Year
2023



Fund 900 - DDA Fund

ESTIMATED REVENUES

Dept 001 - Revenue

900-001-40100	Carryover	463,619		
900-001-40300	Current Real Property Tax	200,000	218,100	190,000
900-001-47500	Miscellaneous	600,000		
900-001-66500	Interest Earned	1,000	(105)	1,000
Totals for dept 001 - Revenue		1,264,619	217,995	191,000

TOTAL ESTIMATED REVENUES

1,264,619

217,995

191,000

APPROPRIATIONS

Dept 728 - Economic Development

900-728-70300	Salaries-Staff	2,000		2,000
900-728-72800	Supplies	500		500
900-728-73000	Postage	500		500
900-728-80100	Community Events	1,050	1,050	1,050
900-728-80800	Consultants	31,908	16,903	50,000
900-728-82500	Accounting & Audit Fees	2,000	2,795	3,000
900-728-82600	Legal Fees	2,000	885	2,000
900-728-90300	Legal Notices	500		500
900-728-92000	Water	1,200	176	1,200
900-728-92100	Electric	600	463	700
900-728-93300	Repairs and Maintenance	17,800	13,117	17,800
900-728-96250	Outdoor Decorations	5,000	2,747	5,500
900-728-97500	Capital Outlay/Obligated Projects	1,096,111	243,169	10,000
900-728-97500.NMSTDI	Non motorized Stadium Dr.		7,040	
900-728-97600	Capital Outlay/Land Acquisition	60,000	20,000	95,000
Totals for dept 728 - Economic Development		1,221,169	308,345	189,750

TOTAL APPROPRIATIONS

1,221,169

308,345

189,750

NET OF REVENUES/APPROPRIATIONS - FUND 900

43,450

(90,350)

1,250

ESTIMATED REVENUES - ALL FUNDS	12,869,592	9,272,105	11,890,896
APPROPRIATIONS - ALL FUNDS	11,953,930	6,503,587	11,656,973
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS	915,662	2,768,518	233,923

Oshtemo Charter Township Detailed 2023 Budget, November 15, 2022 Public Hearing - FINAL

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
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GENERAL FUND ESTIMATED REVENUE

101-001-40100	Carryover			1,160,384		
101-001-40300	Current Real Property Tax	800,020	841,462	823,038	881,988	1,424,959
	1.5 mils					
101-001-40700	Delq P.P. Tax		71	20,000		3,000
101-001-43000	Payments in Lieu of Taxes	4,546	13,350	3,000		7,000
101-001-44500	Other Tax Related Revenue	86,999	38,033	2,000	1,250	2,000
101-001-44600	Penalties/Interest Taxes	30,257				
101-001-44700	Property Tax Admin Fee	387,332	408,502	395,588	444,845	461,681
101-001-45200	Animal Licenses	200				
101-001-45300	Manufactured Home Comm Fees	13,039	6,640	5,000	3,988	5,000
101-001-45400	Hawkers/Peddlers	80	80	100	50	100
101-001-47500	Miscellaneous		12,622		2,314	
101-001-47600	Reimburse Revenue	16,870	3,204		(2,544)	
101-001-47700	SRS-Right of Way	17,555	16,621	18,000	16,940	18,000
101-001-48000	Federal Grant	19,844				
101-001-57400	SRS-Sales Tax Statutory	63,950	77,510	78,277	52,185	86,104
101-001-57500	SRS-Sales Tax Constitutional	1,921,293	2,232,130	2,009,198	1,885,486	2,449,664
101-001-57600	Other Grants	38,513		230,000		
101-001-60300	FOIA/Copies/Subpeona Payment	906	622	2,500	578	650
101-001-60500	Cable Fees	168,385	160,243	165,000	121,553	160,000
101-001-60700	Election Reimbursement		41,353	18,655	39,218	
101-001-61100	Assessing Application Fees				100	
101-001-61400	Planning Escrow	(78)				12,000
	<i>Proposed Development Inspector Work</i>					12,000
101-001-61500	Planning Fees	27,025	36,705	130,000	64,526	75,000

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101-001-61700	Metal Recycling Revenue	2,576	4,398	3,000	3,225	3,000
101-001-61800	Sidewalk Permit/Inspection	8,310	1,395	1,500	2,400	1,500
101-001-63000	Electric Vehicle Charging Station				67	100
101-001-63400	Grave Openings	19,584	21,050	20,000	10,810	20,000
101-001-64300	Sales of Lots	12,700	22,750	10,000	7,460	10,000
101-001-64500	Monument Installations	5,309	9,420	5,000	6,329	7,500
101-001-66500	Interest Earned	37,571	3,872	2,500	(5,328)	3,000
101-001-69900	SMBA Facility Fee	20,250	21,000	22,000	22,000	22,000
101-001-69920	TRANSFER ARPA					639,500
	<i>Revenue from ARPA Funding - Planning Master Plan (Long Range Transportation, Parks, Re-org, Market Study, Zoning Updates, etc; yr 1 of 2_</i>					140,000
	<i>Revenue from ARPA Funding - Public Works (NM Asset Management)</i>					10,000
	<i>Revenue from ARPA Funding - Public Works (NM)</i>					250,000
	<i>Revenue from ARPA Funding - Public Works (GIS)</i>					34,500
	<i>Revenue from ARPA Funding - Gen Twp Ops (Communications)</i>					50,000
	<i>Revenue from ARPA Funding - Public Works (Records Digitization)</i>					30,000
	<i>Revenue from County ARPA Funding 50% (Recommended) - Public Works (KL Ave NM Path)</i>					125,000
TOTAL ESTIMATED REVENUE		3,703,036	3,973,033	5,124,740	3,559,440	5,440,118

TRANSFER TO OTHER FUNDS

101-110-96510	Transfer to Sewer		250,000	150,000		150,000
101-110-96525	Transfer to Cemetery	5,000		5,000		5,000
101-110-96550	Transfer to Other Funds			600,000		
101-110-96560	Transfer to Parks Fund	325,000	250,000	250,000		250,000
TOTAL GENERAL FUND TRANSFERS TO OTHER FUNDS		330,000	500,000	1,005,000		405,000

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GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
SUPERVISOR'S OFFICE APPROPRIATIONS						
101-171-70200	Salaries	221,036	205,097	202,755	114,106	165,418
101-171-71500	Payroll Taxes - FICA	16,325	14,896	15,511	8,251	12,654
101-171-72200	Pension Plan	17,429	21,347	16,220	15,890	13,233
TOTAL SUPERVISOR'S OFFICE		254,790	241,340	234,486	138,247	191,305

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GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
CLERK'S OFFICE APPROPRIATIONS						
101-173-70200	Salaries	123,057	116,811	118,720	88,248	166,813
101-173-71500	Payroll Taxes - FICA	8,840	8,391	9,082	6,359	12,761
101-173-72200	Pension Plan	7,787	8,220	9,498	6,351	13,345
TOTAL CLERK'S OFFICE		139,684	133,422	137,300	100,958	192,919

Oshtemo Charter Township Detailed 2023 Budget, November 15, 2022 Public Hearing - FINAL

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
TREASURER'S OFFICE APPROPRIATIONS						
101-174-70200	Salaries	98,372	99,275	97,754	74,472	123,985
101-174-71500	Payroll Taxes - FICA	7,190	7,056	7,479	5,378	9,485
101-174-72200	Pension Plan	5,811	9,365	7,821	7,571	9,919
TOTAL TREASURER'S OFFICE		116,594	121,513	113,054	87,421	143,389

Oshtemo Charter Township Detailed 2023 Budget, November 15, 2022 Public Hearing - FINAL

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
TRUSTEE'S APPROPRIATIONS						
101-175-70200	Salaries	23,530	24,930	50,000	20,710	35,000
101-175-71500	Payroll Taxes - FICA	1,800	1,907	4,000	1,584	2,800
TOTAL TRUSTEES		25,330	26,837	54,000	22,294	37,800

Oshtemo Charter Township Detailed 2023 Budget, November 15, 2022 Public Hearing - FINAL

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
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ELECTIONS APPROPRIATIONS

101-191-71500	Payroll Taxes - FICA	159				
101-191-72200	Pension Plan	88				
101-191-72800	Supplies	20,177	7,236	24,655	23,160	15,000
	<i>ID cards, master cards</i>					15,000
101-191-73000	Postage	31,691	6,645	29,000	23,806	8,000
	<i>ID Cards</i>					8,000
101-191-80800	Precinct Workers	49,588	20,220	40,000	28,476	
101-191-82670	Facility Rental Fees	1,000	500	750	500	
101-191-90300	Legal Notices	(1)				
101-191-97000	Capital Outlay-Equipment	3,325		1,000		45,000
	<i>High Speed Tabulator</i>					42,000
	<i>Replacement Laptops</i>					3,000
TOTAL ELECTIONS		106,027	34,601	95,405	75,942	68,000

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GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
INFORMATIONAL TECHNOLOGY APPROPRIATIONS						
101-201-70200	Salaries/Clerical	42,200	53,661	58,538	43,015	48,957
101-201-71500	Payroll Taxes - FICA	3,051	4,682	4,478	3,358	3,745
101-201-72200	Pension Plan	3,058	2,697	4,683	1,758	3,917
101-201-72800	Supplies	2,145	1,477	5,000	3,574	5,000
	<i>Cables, Keyboards, Mice Devices, Monitors, Scanners, Docks, WFH Support</i>					5,000
101-201-80500	Computer Support	98,506	152,450	148,855	97,408	161,500
	<i>BS&A Annual Support</i>					22,000
	<i>Encode Ordinance Hosting</i>					5,000
	<i>Apex Software</i>					1,600
	<i>SMBA BS&A Building Seats</i>					4,200
	<i>Aunalytics Cloud Services</i>					68,000
	<i>GIS Licensing (3 Concurrent Seats)</i>					4,000
	<i>Drake Farm WiFi and Mixed Use Portable WiFi Router</i>					1,200
	<i>Laserfiche Annual Maintenance</i>					9,000
	<i>Fiber Optic (EPL) Transport service, Internet, and Phones</i>					15,000
	<i>Printer Services (Central and Desktop)</i>					14,500
	<i>Telnet Hosted Phone Services</i>					12,000
	<i>Technology Equipment Recycling</i>					500
	<i>Adobe Licensing and Support (20 Concurrent Users)</i>					4,500
101-201-90000	Cell Phone		251	1,700	681	2,400
	<i>Treasurer, Portable WiFi Router, Assessit iPad, Community Center</i>					2,400
101-201-96200	Miscellaneous		2,358			
101-201-97000	Capital Outlay	6,993	29,076	82,500	65,236	84,000
	<i>Computer Replacements</i>					10,000
	<i>New Hire Computers (4)</i>					10,000
	<i>WebSite Upgrade (Year 2 of 5)</i>					17,000
	<i>Firewall Upgrade</i>					2,000
	<i>UPS Replacements Throught the Township</i>					5,000
	<i>Meeting Room AV Upgrade</i>					40,000
TOTAL INFORMATION TECHNOLOGY		155,953	246,652	305,754	215,030	309,519

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ASSESSING/TAX RECORDS APPROPRIATIONS						
101-209-70200	Salaries	118,883	120,721	132,884	96,627	148,115
101-209-70300	Board of Review Salaries	2,730	2,535	3,000	1,950	3,000
101-209-71500	Payroll Taxes - FICA	9,055	9,150	10,166	7,376	11,331
101-209-72200	Pension Plan	9,662	10,550	10,630	8,673	11,849
101-209-72800	Supplies	1,095	237	1,000	52	1,000
101-209-80700	Contracted Appeals	67,881	118,286	70,000	10,290	70,000
101-209-82000	Engineering Fees	12,792	18,041	20,000	11,598	20,000
101-209-82600	Legal Fees	29,043	18,860	36,000	5,430	36,000
101-209-87000	Mileage			800		800
101-209-90300	Legal Notices	865	(613)	1,200		1,200
101-209-95800	Education/Dues	1,412	345	5,000	3,256	5,000
101-209-97000	Capital Outlay-Equipment	7,776	5,276	12,050	4,521	11,000
	<i>BS&A Programming Services</i>					6,000
	<i>Pivot Point Software/Assessing Mobile Technology</i>					2,500
	<i>Upgraded Sketch/Change Detection Eagleview</i>					2,500
TOTAL ASSESSING DEPT		267,795	310,338	302,730	149,773	319,295

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CEMETERY, BUILDING, GROUNDS APPROPRIATIONS						
101-218-72800	Supplies	243		1,500		1,500
101-218-75100	Vehicle Maintenance	13	90	3,000	4	3,000
101-218-75300	Grounds Maint Equipment	939	419	2,500	635	2,500
101-218-75700	Tools & Supplies	139	75	1,500	81	1,500
101-218-76000	Facility Supplies	1,098	4,351	4,300	1,916	4,300
101-218-76600	Expendable Supplies	2,580	1,205	3,000	1,004	3,500
101-218-80500	Contracted Snow Removal			1,000		1,000
101-218-80600	Contracted Lawn Maintenance	9,600	10,200	12,500	8,000	17,000
101-218-80800	Contracted Grave Openings/Foundations	20,059	31,919	20,000	16,520	20,000
101-218-86800	Fuel, Oil & Grease	373	496	1,500	684	1,200
101-218-92000	Water	1,537	1,277	2,100	1,356	2,550
101-218-92100	Electric	17,013	18,031	24,400	14,658	29,100
101-218-92300	Heat	2,520	3,265	4,250	3,566	6,100
101-218-92700	Electric Vehicle Charging Station					500
101-218-93100	Maintenance Services	17,877	15,640	31,173	6,635	31,700
	<i>Reoccurring Expenses and Systems Repairs</i>					31,700
101-218-97400	Capital Outlay	2,852	20,434	638,442	26,141	550,000
	<i>Maintenance Facility</i>					350,000
	<i>Asphalt Maintenance</i>					10,000
	<i>Cemetery Grounds Maintenance</i>					20,000
	<i>Office Carpet</i>					30,000
	<i>Meeting Room Roof Replacement - 40 year replacement membrane</i>					140,000
TOTAL CEMETERIES, BLDGS, GROUNDS		76,843	107,402	751,165	81,200	675,450

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FINANCE & LEGAL APPROPRIATIONS

101-223-82500	Accounting & Audit Fees	49,456	61,576	72,500	54,259	83,000
101-223-82600	Legal Fees	58,314	52,923	115,200	51,228	
	<i>Moved this item to Legal Dept 101-250</i>					
TOTAL FINANCE & LEGAL		107,770	114,499	187,700	105,487	83,000

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INSURANCE & BONDS APPROPRIATIONS						
101-234-71500	PAYROLL TAXES - FICA		100	550	359	1,000
	<i>In Lieu of Health Ins Benefit FICA</i>					
101-234-71600	Health & Life Insurance	261,896	258,508	261,500	203,534	302,180
	<i>Health Insurance BCBS</i>					200,000
	<i>Life Insurance</i>					3,500
	<i>Short/Long Term Disability</i>					8,000
	<i>HRA/FSA Admin Fees</i>					2,200
	<i>Long Term Care</i>					
	<i>In Lieu of</i>					10,000
	<i>HRA</i>					13,000
	<i>Additional positions (4) Health Ins</i>					60,000
	<i>Additional positions (4) STD, LTD</i>					1,000
	<i>Additional Positions (4) Life Ins</i>					680
	<i>Additional Positions (4) LTC</i>					1,200
	<i>Additional Positions (4) HRA</i>					2,600
101-234-72500	Retiree Health Care	75,605	83,566	85,300	83,700	90,000
	<i>Additional Positions (4)</i>					14,400
	<i>Current Positions</i>					75,600
101-234-91100	Worker's Compensation	7,137	9,612	12,000	6,952	12,000
101-234-91200	General Insurance	44,466	394	50,000	27,140	57,700
	<i>Current Positions</i>					55,000
	<i>Additional Positions (4)</i>					2,700
TOTAL INSURANCE & BONDS		389,104	352,180	409,350	321,685	462,880

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GENERAL TWP OPERATIONS' APPROPRIATIONS						
101-249-70200	Salaries	98,284	97,272	111,922	78,667	118,829
101-249-70400	In Lieu Of Insurance	7,677				
101-249-71500	Payroll Taxes - FICA	7,467	7,284	8,562	5,299	9,090
101-249-72200	Pension Plan	7,284	5,887	8,954	4,710	9,391
101-249-72800	Supplies	10,266	2,294	11,000	5,520	11,000
101-249-72900	Petty Cash	300				
101-249-73000	Postage	12,920	11,393	37,500	12,281	40,000
101-249-75100	Vehicle Maintenance		285	1,500		1,500
101-249-80800	Contracted Services	69,220	52,974	3,271	3,001	65,000
	<i>Board Org Review (Step 1 of 2. Step 2 is HR Salary Compensation Survey/Position Audit (not budgeted))</i>					50,000
	<i>Community Survey</i>					15,000
101-249-85300	Telephone	5,923	5,319			
101-249-86800	Fuel, Oil & Grease	190	823	800	1,021	1,500
101-249-87000	Mileage	270	288	500	322	500
101-249-87200	New Hire Expenses	9,724	9,789	10,000	8,016	10,000
101-249-90300	Legal Notices	18,063	15,554	18,000	4,661	18,000
101-249-93300	Equipment Maintenance	12,261	10,249		2,669	
101-249-95600	Household Hazard Waste	17,696	17,012	20,000	15,734	23,000
101-249-95700	Public Education	14,914	23,285	45,000	2,613	95,000
	<i>Newsletter, etc</i>					45,000
	<i>Communications Consulting (ARPA funded)</i>					50,000
101-249-95800	Education/Dues	13,913	22,582	20,000	11,649	25,000
101-249-95810	Employee Recognition		17	1,500	20	500
	<i>(13) Anniversary Recognitions</i>					
101-249-95900	Trash Collection	46,082	51,440	53,500	31,550	57,100
	<i>Trash Services Dump Day</i>					54,300
	<i>Contracted Attendant</i>					1,200
	<i>Shred Day</i>					1,600
101-249-96100	BOR/MTT Refunds	9,511	11,394	41,153	41,152	
101-249-96200	Miscellaneous		12,225			

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101-249-96300	Contingency Items	422	250			
101-249-97600	Capital Outlay	41,942				
TOTAL GENERAL TWP OPERATIONS		404,329	357,616	393,162	228,885	485,410

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LEGAL APPROPRIATIONS						
101-250-70200	Salaries	269,252	228,518	212,381	157,488	234,351
101-250-71500	Payroll Taxes - FICA	16,411	15,478	14,972	11,407	16,323
101-250-72200	Pension Plan	21,656	20,040	16,991	15,437	18,748
101-250-72800	Supplies	1,720	518	765		500
101-250-80800	Contracted Legal Counsel/Temp Paralegal					40,000
101-250-83000	Departmental Billings	(90,414)	(96,610)	(84,800)	(59,550)	(121,000)
101-250-87000	Mileage			500	109	500
101-250-95500	Law Library/Archives	14,049	11,056	12,000	8,380	12,000
101-250-95800	Education/Dues	699	958	1,635	1,195	2,300
101-250-97000	Capital Outlay	363	160	600		600
TOTAL LEGAL		233,736	180,118	175,044	134,466	204,322

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PUBLIC WORKS APPROPRIATIONS						
101-506-70200	Salaries	85,014	79,501	79,442	60,499	75,501
101-506-71500	Payroll Taxes - FICA	6,249	5,626	6,077	4,501	5,776
101-506-72200	Pension Plan	7,333	9,856	6,356	8,293	6,040
101-506-72800	Supplies	117		500	156	500
101-506-80800	Consultant					30,000
	<i>PWs Records Digitization</i>					30,000
101-506-82000	Engineering Fees	239	9,128	100,000	68,219	79,500
	<i>General Civil Engineering</i>					5,000
	<i>GIS Services (CIP: Easements, file architecture, organization) (\$34.5k of \$60k ARPA)</i>					34,500
	<i>N Ave 9th to 11th (NM coord w/ RCKC)</i>					10,000
	<i>GO! Green Plan Non-Motorized Facility Concept Design</i>					20,000
	<i>Non-Motorized Asset Management Plan</i>					10,000
101-506-82600	Legal Fees	12,660	6,720	6,000	7,395	15,000
101-506-87000	Mileage	827	1,199	1,500	646	1,000
101-506-95200	Road Project Costs	117,881				
101-506-95200.RDMAIN	Road Project Costs	242,571	277,589			
101-506-95200.SANCOB	Sewer 1, Contract B	1,620				
101-506-95300	Storm Sewer Costs		150	7,500	174	
101-506-95800	EDUCATION/DUES		424	2,000	190	2,000
101-506-97600	Capital Outlay	(3,420)	10,083	89,000	26,434	50,000
	<i>Non-Motorized Repair & Maintenance (Major Streets)</i>					50,000
101-506-97600.NMDRDR	Non-Motorized Drake Rd	1,900	500	1,000		79,000
	<i>Engineering Design & Survey</i>					79,000
101-506-97600.NMDRSA	Non Motorized Drake Safety Grant	496,286	13,174	5,000	1,050	
101-506-97600.NMDRTA	South Drake Phase 2 Transportation Alt.	61,797	111,829	6,000		40,000
	<i>Retaining Wall Repair</i>					
101-506-97600.NMKLAV	Non Motorized Facility KL Ave		22,648	145,000	28,748	178,100
	<i>OCBA Engineering</i>					
	<i>Wightman Engineering</i>					
	<i>Easement Acquisition</i>					

Oshtemo Charter Township Detailed 2023 Budget, November 15, 2022 Public Hearing - FINAL

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
	<i>ROW Agent Services</i>					
101-506-97600.NMPRKV	Vienna to 131 Bridge					300,000
101-506-97600.NMS9TH	Stadium to Quail Run West					160,000
	<i>Engineering</i>					70,000
	<i>Easements</i>					90,000
101-506-97600.NMSTDM	Non motorized Stadium	421,204	45,434	3,000	1,263	
101-506-97600.PLATSW	Capital Outlay / Bldg Adds	10,148				185,000
	<i>Western Woods</i>					135,000
	<i>Local Street (Neighborhood) Sidewalk repairs & maintenance</i>					50,000
101-506-97600.SWGMDR	Sidewalk, Green Meadow		169,207	14,000	854	
101-506-97600.SWMHDR	Sidewalk, Maple Hill and Croyden		181,410	20,000	854	
101-506-97600.WHTGNM	Whitegate NM Connector			14,000		125,000
TOTAL PUBLIC WORKS		1,467,584	946,028	507,434	209,276	1,332,417

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GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
PLANNING DEPARTMENT APPROPRIATIONS						
101-805-70200	Salary	118,445	130,829	130,331	98,531	235,629
101-805-70300	SALARY-PC/ZBA	8,300	7,425	15,000	5,330	
101-805-71500	Payroll Taxes - FICA	9,174	10,582	9,971	7,711	18,026
101-805-72200	Pension Plan	7,403	10,935	10,427	8,621	18,850
101-805-72800	Supplies	251	24	500		500
101-805-80100	GIS Expense	1,964	5,190	15,050	2,104	14,000
101-805-80800	Consultants	13,462	9,556	196,600	30,026	160,000
	<i>ARPA Funded Master Plan Work (Long Range Transportation, Zoning Updates, Parks, Market Study, Re-Organization, etc)</i>					140,000
	<i>Recorder of Minutes</i>					11,000
	<i>General Planning Project Consultant</i>					9,000
101-805-82000	Engineering Fees	696	2,178	2,000	210	3,000
101-805-82600	Legal Fees	15,909	28,050	32,000	13,020	30,000
101-805-87000	Mileage			300		300
101-805-90300	Legal Notices	13,754	10,865	15,000	2,039	15,000
TOTAL PLANNING		191,359	217,430	432,479	169,565	500,605
GENERAL FUND ESTIMATED REVENUE						
						5,411,758
APPROPRIATIONS - FUND 101		4,266,898	3,889,976	5,104,063	2,040,229	5,411,311
NET OF REVENUE/APPROPRIATIONS - FUND 101		(563,862)	84,632	20,677	1,519,661	447

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GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
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PARKS FUND ESTIMATED REVENUE

107-751-40100	Carryover			70,032		210,000
107-751-46000	Donations - Restricted	14,000	10,000	109,050	167,150	
107-751-46100	Donations - Unrestricted	5,437	10,066	5,000	15,629	10,000
	<i>Donations from Soccer Shots for use of Flesher Field</i>					10,000
107-751-46200	Grant REVENUE	95,205	41,295			
107-751-47200	Rental Fee - Grange	740	6,910	3,000	9,615	10,000
107-751-47300	Rental Fee - Oshtemo Community Center	3,290	7,925	5,500	18,658	20,000
107-751-47400	Rental Fee - Twp Park Pavilion	2,190	9,910	8,500	8,390	8,500
107-751-47500	Rental Fee - Flesher Pavilion	3,455	7,165	6,500	4,315	4,000
107-751-47600	Rental Fee - Flesher Gazebo	625	445	500	550	600
107-751-47700	Rental Fee - Drake Farmstead		600	2,000	5,150	5,000
107-751-66500	Interest Earned	136	106	14,500	392	250
107-000-66400	Interest on Investments (KCF)	14,786	14,952			14,500
107-001-69920	TRANSFER ARPA					20,000
107-751-67500	Transfer from General Fund	325,000	250,000	250,000		250,000
TOTAL ESTIMATED REVENUE		450,078	344,422	474,582	229,849	552,850

PARKS FUND APPROPRIATIONS

107-756-70210	Salaries	69,721	92,302	111,339	91,659	140,783
107-756-71500	Payroll Taxes - FICA	5,156	6,701	8,518	6,783	10,770
107-756-72200	Pension Plan	4,665	6,184	8,284	5,572	10,605
107-756-72800	Program/Marketing Supplies	140	777	1,000	514	1,000
107-756-75100	Vehicle Maintenance		338	2,600	18	2,000
107-756-75300	Grounds Maint Equipment	1,587	2,439	4,500	3,158	5,000
107-756-75700	Tools & Supplies	173	104	300	143	300
107-756-76000	Facility Supplies	724	5,180	4,300	1,740	4,350
107-756-76600	Expendable Supplies	2,401	2,763	5,000	2,810	5,000
107-756-77000	Contribution to Oshtemo Parks & Rec Fund					50,000
107-756-80500	Contracted Snow Removal			1,000		1,000

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107-756-80800	Consultant					31,000
	<i>Update 5 Yr Parks and Recreation Master Plan - see Planning Budget w ARPA funds</i>					
	<i>Update FF and DFP Master Plans - see Planning Budget w ARPA funds</i>					
107-756-82500	Accounting & Audit Fees					3,000
107-756-82600	Legal Fees					2,000
107-756-85300	Telephone	1,889	2,354	2,000	1,276	2,000
107-756-86800	Fuel, Oil & Grease	1,166	1,858	1,700	2,618	3,000
107-756-92000	Water	1,431	1,865	2,100	2,220	2,900
107-756-92100	Electric	5,566	5,950	9,200	5,205	10,100
107-756-92300	Heat	4,636	5,673	11,700	10,514	14,500
107-756-93100	Maintenance Services	17,718	20,308	32,861	15,408	90,410
	<i>Tree maintenance, removals and planting</i>					17,500
	<i>Asphalt maintenance (Twp Park parking lot & trails)</i>					25,000
	<i>DFP prairie / native planting maintenance by KNC</i>					4,553
	<i>Rain garden maintenance by KNC at OTP, Grange, FF</i>					500
	<i>Herbicide applications for gravel paths and parking lot</i>					1,000
	<i>Elevator Inspection Services</i>					1,060
	<i>Sign Replacent Grange</i>					3,200
	<i>Accessible Ramp/Route OCC</i>					4,000
	<i>Playground Safety Surface</i>					6,000
	<i>Roof Repair</i>					2,000
	<i>Reoccurring Services and Systems Repairs</i>					27,150
107-756-95800	Education/Dues	861	465	1,200	1,022	1,200
107-756-97400	Capital Outlay/Improvements	(1,650)	54,552	221,100	96,198	154,500
	<i>DFP construct gravel parking lot, ped access, gate, landscaping, clearing, trail grub</i>					50,000
	<i>DFP entry landscape</i>					3,000
	<i>DFP kitchenette in carriage barn</i>					10,000
	<i>Grange Hall - paint lower level, siding repair</i>					2,500
	<i>OTP wiffleball ffield fence</i>					8,000
	<i>OTP pickleball benches and signs</i>					4,000
	<i>FF low mow demo areas - maintain and expand</i>					6,707

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GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
	<i>FF and FBRT park and trail signs</i>					3,000
	<i>FBRT continue ecological restoration</i>					60,000
	<i>Educational signage for rain gardens and low mow areas</i>					500
	<i>Tree planting at OCC, OTP & FF</i>					3,000
	<i>Picnic tables for FF (2) and Grange (1)</i>					4,500
107-756-97400.DRFMP2	Capital Outlay/Improvements	97,873				
107-756-97400.DRFMP3	Capital Outlay/Improvements	29,021	17,249		800	
107-756-97400.GRNGHL	Capital Outlay/Improvements		6,229			
107-756-97700	Capital Outlay/Equipment	33,509		1,954	1,837	
107-756-98000	Capital Outlay/Oshtemo Comm Center			2,500		
107-756-98100	Capital Outlay/Drake House	300		3,000	600	5,000
	<i>Match OHS expenditures on interior renovations</i>					3,000
	<i>Drake House repairs</i>					1,000
	<i>Message board for Drake House exterior</i>					1,000
TOTAL PARKS FUND		284,957	295,875	473,256	266,907	552,678
ESTIMATED REVENUE - FUND 107		464,864	359,374	474,582	229,849	552,850
TOTAL PARKS FUND		284,957	295,875	473,256	266,907	552,678
NET OF REVENUE/APPROPRIATIONS - FUND 107		179,907	63,499	1,326	(37,058)	172

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GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
CEMETERY TRUST FUND REVENUE						
151-001-67500	Transfer from General Fund	5,000		5,000		5,000
TOTAL CEMETERY TRUST FUND		5,005	6	5,000	(4)	5,000

Oshtemo Charter Township Detailed 2023 Budget, November 15, 2022 Public Hearing - FINAL

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
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LOCAL ROAD FUND ESTIMATED REVENUE

204-001-40100	Carryover			1,410		50,000
204-000-40300	Current Real Property Tax			1,003,028	981,411	1,034,000
204-001-66500	Interest Earned			500	1,074	1,200
TOTAL ESTIMATED ROAD FUND				1,003,028	981,411	1,085,200

LOCAL ROAD FUND APPROPRIATIONS

204-506-70200	Salaries/Clerical			20,280	14,473	90,149
204-506-71500	Payroll Taxes - FICA			1,553	1,066	6,896
204-506-72200	Pension Plan			1,623	579	7,212
204-506-75700	Tools & Supplies			1,000	728	1,000
204-506-82100	Professional Fees			46,421	5,655	75,000
	<i>Traffic Calming Studies</i>					10,000
	<i>Atlantic Ave/Parkview Ave Safety Project</i>					30,000
	<i>Drake Road Corridor Analysis</i>					15,000
204-506-82500	Accounting & Audit Fees			1,000		1,000
204-506-82600	Legal Fees					7,500
204-506-96510	Transfer to Sewer			350,000		350,000
204-506-97600	Capital Outlay			538,028	191,522	500,000
	<i>Local Road Preventive Maintenance (plus estimated \$240k PAR match)</i>					500,000
	<i>Seeco Drive Extension</i>					50,000
TOTAL ROAD FUND				959,905	214,023	1,068,757

LOCAL ROAD FUND ESTIMATED REVENUE				1,003,028	981,411	1,085,200
TOTAL ROAD FUND				959,905	214,023	1,068,757
NET OF REVENUE/APPROPRIATIONS - FUND 204				43,123	767,388	16,443

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GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
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FIRE OPERATIONS ESTIMATED REVENUE

206-001-40200	Current Property Tax Levy	2,453,087	2,701,825	2,766,047	2,838,751	2,850,000
	<i>85% of 3.75 SAD</i>					2,850,000
206-001-40900	Act 198 Tax Collection		1,066	1		
	<i>This revenue is contained in the Property Tax Levy 206-001-40900</i>					
206-001-43000	Payments in Lieu of Taxes			55,827		
	<i>Evergreen North, Aaron Glenn, Hope Woods, Pinehurst</i>					
206-001-47500	Miscellaneous	305	13,167		1,960	
206-001-47700	FALSE FIRE ALARM FINES	126	49,014	2,500	26,825	25,000
206-001-48000	Federal Grant	25,000				
206-001-61000	Other Services Provided	3,400				
206-001-66500	Interest Earned	6,083	1,467	1,000	(2,099)	1,000
206-001-67300	Transfer from Other Funds					85,000
	<i>Revenue Transfer from Facilities Capital 212</i>					85,000
TOTAL ESTIMATED REVENUE		2,488,001	2,766,539	2,943,835	2,865,437	2,961,000

FIRE DEPT ADMINISTRATION APPROPRIATIONS

206-336-70200	Salaries	950,527	977,921	1,124,549	776,242	1,275,456
206-336-70300	Overtime	61,714	69,353	77,046	55,099	88,940
206-336-70310	Other Overtime	22,205	65,391	56,570	51,271	86,921
206-336-70400	In Lieu Of Insurance (moved to 716 below)	3,789	3,726			
206-336-71500	Payroll Taxes - FICA	76,597	82,311	95,299	65,973	111,026
206-336-71600	Health & Life Insurance	146,361	101,683	160,627	136,884	173,370
	<i>Health, Dental & Vision</i>					132,000
	<i>Life Insurance</i>					3,300
	<i>Long Term Care</i>					1,600
	<i>Disability</i>					6,500
	<i>HRA & FSA Admin Fees (\$10 per month per person)</i>					1,100
	<i>HRA</i>					12,500
	<i>Additional Positions (1):</i>					
	<i>Health Ins</i>					15,000

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GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
	<i>Life Ins</i>					170
	<i>LTC</i>					300
	<i>STD/LTD</i>					250
	<i>HRA</i>					650
	<i>In Lieu of Insurance</i>					5,000
206-336-72200	Pension Plan	68,327	91,233	98,206	70,549	112,791
206-336-72500	Clothing Allowance	12,328	12,954	23,589	10,474	19,100
	Full Time members (See CBA)					12,000
	New Interns - 3					
	POC Promoted to full FF Status					
	DO Promoted to PEO - 3					
	FF Promoted to officer - 1					
	Repairs & Discretionary					3,500
	Replacement FTE position - 1 Chief					2,500
	Class A Dress Uniforms - 1					
	Additional Position (1)					1,100
206-336-72600	Retiree Health Care	57,600	57,600	68,400	57,600	72,000
	\$3,600 annually x 19 FTEs					68,400
	Additional Position (1)					3,600
206-336-72850	Food Allowance		6,192	7,000	6,519	6,500
	\$500 per 24-hour FTE's x 12. (See CBA)					6,000
	\$500 per 24-hour FTE's x 1					500
206-336-82500	Accounting & Audit Fees	22,580	3,450	6,000	2,125	6,000
206-336-82600	Legal Fees	71,593	3,380	30,000	12,016	15,000
	Internal Legal Dept.					10,000
	External Legal					5,000
206-336-87000	Mileage			500		250
206-336-95900	Continuing Education	23,601	30,230	75,026	15,982	50,000
	Dept wide training - general and advanced skills					30,000
	Professional Development - Officers					4,000
	Certifications.: Fire Inspector (4) & Fire Investigator (3)					10,000

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	<i>Professional Development - Training & Safety Section</i>					6,000
206-336-96100	Hazmat Fees	1,400	1,400	1,400		1,400
	<i>Countywide Annual Membership to Receive coverage - Maintain the team.</i>					1,400
206-336-96300	Admin Contingency			(7,802)		
206-340-70500	Fire Pay - On Call	324,025	257,655	375,000	171,068	275,000
	<i>Payroll for Paid On-Call (POC) Program. Sta. Staffing, training, responses...</i>					275,000
206-340-71500	Payroll Taxes - FICA	4,877	3,516	5,438	2,457	
	<i>1.45 % of all wages. See HR</i>					
206-340-71800	Fire Dept Maintenance	203	(486)			
206-340-72200	Pension Plan	30,600	28,222	37,500	17,091	37,500
	<i>10% of all wages</i>					37,500
206-340-72800	Supplies	8,010	4,012	9,000	2,382	9,000
	<i>Office supplies, Truck soap, squeegees, garden hose, propane, paper products etc.</i>					9,000
206-340-72900	Petty Cash			500		250
	<i>Petty Cash</i>					250
206-340-75500	EMS Supplies	4,438	10,273	13,573	6,198	16,000
	<i>Expendable items and supplies (bandaging, B/P cuffs, Suction units, iGels, AED batteries...</i>					16,000
206-340-75700	Tools & Supplies	949	1,487	3,000	959	3,200
	<i>Typical shop tools for vehicle maintenance and those carried on vehicles.</i>					3,200
206-340-76000	Training Supplies	4,829	303	1,700	404	1,700
	<i>Materials for simulations and props.</i>					1,700
206-340-76100	Public Education		1,141	4,588	222	5,000
	<i>Educational & PR materials (plastic fire helmets, coloring books, pamphlets...)</i>					5,000
206-340-76600	Equipment	2,499	2,090	15,020	4,926	6,000
	<i>SCBA & TIC batteries, flashlights, repair broken hand tools, axes, NY hooks, Traffic cones, Extinguishers</i>					6,000
206-340-80900	Computer Operations	114,083	50,029	96,785	62,324	73,565
	<i>Annual Desktop Rotational Replacement - 3 @ \$2,000</i>					6,000
	<i>Support for various software programs (First Due, Lexipol, Alodtec, Bryx...)</i>					20,900
	<i>Aanalytics Cloud Services</i>					16,840
	<i>Adobe Licensing and Support (5 Concurrent Users)</i>					1,000
	<i>Mobile Technology (Road Safety)</i>					5,040

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GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
	<i>Printers for both stations</i>					2,000
	<i>Secondary alerting system (Active 911)</i>					195
	<i>Hulu into both stations (\$140 per month)</i>					1,680
	<i>CTS Telephone Services</i>					4,000
	<i>Training Tracking Software (Vector Solutions)</i>					3,510
	<i>Supplies, Cable, Monitors, Cutting Plotter, Camera's, Keyboards and Mice</i>					3,000
	<i>BS&A Software - Dept. contribution</i>					4,400
	<i>GIS work for SOC and MABAS Mapping. \$85 X up to 60 hours</i>					5,000
206-340-85100	Radio Maintenance		1,328	5,500	440	5,500
	<i>Pager batteries, belt clips & knobs</i>					1,500
	<i>Unspecified repairs (Antennas, base radios, UPS units...)</i>					2,000
	<i>Unspecified repairs (Portable & mobile radios)</i>					2,000
206-340-85300	Telephone	8,484	10,294	10,640	7,483	10,640
	<i>Phones system and related repairs</i>					2,000
	<i>AT&T First Net for designated officers (Handbook appendix G: 50% of cost pd by individual)</i>					900
	<i>Monthly rebate for those who use their own phone (Handbook appendix G)</i>					300
	<i>AT&T First Net mobility for vehicles</i>					3,240
	<i>Phone and Fiber optic dedicated lines (CTS)</i>					4,200
206-340-86700	Vehicle Operations	107,600	90,532	171,820	86,411	108,460
	<i>Annual PM services - Large Fire Apparatus (5)</i>					12,500
	<i>PM service, 2 per year - Small Vehicles</i>					5,120
	<i>Annual pump test certifications</i>					1,750
	<i>Annual Aerial Ladder Testing</i>					2,800
	<i>Annual Ground Ladder Testing - 392 feet</i>					1,700
	<i>Annual Hose Testing - 16,000 feet</i>					4,500
	<i>Annual weights</i>					90
	<i>Unscheduled repairs to all vehicles</i>					80,000
206-340-86800	Fuel	20,103	32,226	61,884	32,581	45,000
206-340-87100	Physical Exams	22,498	1,032	27,200	3,423	34,800
	<i>24-hour shift personnel (18 @ \$650)</i>					11,700

Oshtemo Charter Township Detailed 2023 Budget, November 15, 2022 Public Hearing - FINAL

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
	<i>Day Staff (4 @ \$650)</i>					2,600
	<i>POC's (25 @ \$650)</i>					16,250
	<i>Annual flu inoculations</i>					600
	<i>Other injuries or testing, including new employee</i>					3,000
	<i>24 hour shift (1 additional)</i>					650
206-340-87200	New Hire Expenses	2,581	1,770	25,700	21,930	9,800
	<i>Entry Medical Exam (6 @ \$600)</i>					3,600
	<i>Background Investigation (6 @ \$200)</i>					1,200
	<i>Advertisement</i>					1,000
	<i>1 Full Time Firefighter, 1 Deputy Fire Chief hiring expenses</i>					4,000
206-340-91200	General Insurance	99,196	132,524	120,343	99,549	130,120
	<i>Vehicles, Liability & Property</i>					22,000
	<i>Volunteer Package VFIS</i>					21,000
	<i>Workers Compensation (FD pays 90%, Twp pays 10%)</i>					86,000
	<i>Additional Position (1) Workers Comp</i>					450
	<i>Additional Position (1) VFIS</i>					670
206-340-93300	Equipment Maintenance	13,271	8,846	13,030	2,216	13,010
	<i>SCBA Annual Testing</i>					3,240
	<i>General SCBA repairs</i>					750
	<i>Annual testing: Holmatro hydraulic tools</i>					1,800
	<i>Hydraulic tool repairs - estimated</i>					1,300
	<i>Air compressor quarterly air quality testing</i>					1,320
	<i>Repairs: Air monitores, saws, hand tools, fans, blowers...</i>					4,000
	<i>SCBA batteries</i>					600
206-340-96100	BOR/MTT Refunds-Operations Fund	12,340	12,313			
206-340-96300	Operations Contingency	452				
206-341-70200	Fire Maintenance Salaries	12,934	14,106	22,913	12,234	21,100
206-341-71500	Payroll Taxes - FICA	880	988	1,754	865	1,614
206-341-72200	Pension Plan	483	592	1,833	476	1,640
206-341-72800	Supplies			500		500

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GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
206-341-75100	Vehicle Gas & Maintenance	8	73	1,500	7	1,500
206-341-75300	Grounds Maint Equipment	366	724	1,200	935	1,200
206-341-75700	Tools & Supplies	53	34	300	38	300
206-341-76000	Facility Supplies	2,415	4,579	10,500	1,948	5,300
	<i>Supplies for Maintenance Repairs</i>					3,800
	<i>Replacement Beds (2)</i>					1,500
206-341-76600	Expendable Supplies	3,463	2,397	4,000	2,424	4,000
	<i>Supplies expended through use. Paper Goods, Toilet Paper, Cleaning Chemicals, Ice Melt, Garbage Bags, etc...</i>					
206-341-86800	Fuel, Oil, and Grease	481	748	845	1,018	1,200
206-341-92000	Water	2,425	1,893	2,600	1,783	3,360
206-341-92100	Electric	30,129	32,562	35,000	23,687	38,500
206-341-92300	Heat	10,419	10,766	14,200	12,643	20,000
206-341-93100	Maintenance Services	23,621	18,329	26,210	16,118	27,681
	<i>Trash Collection</i>					1,100
	<i>Fire Alarm Monitoring</i>					1,388
	<i>Window Cleaning</i>					1,436
	<i>Carpet Cleaning</i>					1,200
	<i>Cleaning Service</i>					2,520
	<i>Irrigation System Shutdown</i>					150
	<i>Annual Fire Suppression / Back flow Valve Testing</i>					660
	<i>Generator Servicing</i>					1,000
	<i>Pest Control</i>					1,155
	<i>Termite Remediation</i>					412
	<i>Septic System / Sand Trap Servicing</i>					3,860
	<i>Systems Repair</i>					12,000
	<i>LED Projects</i>					800
FIRE ADMIN ESTIMATED REVENUE		2,488,001	2,766,539	2,943,835	2,865,437	2,961,000
TOTAL FIRE FUND		2,386,773	2,243,722	2,937,986	1,856,974	2,936,194
NET OF REVENUE/APPROPRIATIONS - FUND 206		101,228	522,817	5,849	1,008,463	24,806

Oshtemo Charter Township Detailed 2023 Budget, November 15, 2022 Public Hearing - FINAL

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
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POLICE ESTIMATED REVENUE

207-001-40100	Carryover			149,980		
207-001-40200	Current Property Tax Levy	1,383,525	1,461,165	1,420,000	1,484,879	1,468,000
207-001-43000	Payments in Lieu of Taxes		248			
207-001-45200	Liquor License Fees	25,115	28,375	22,000	22,535	25,000
207-001-65000	Ordinance Violations-8th District Court	19,036	13,464	15,000	4,810	10,000
207-001-65100	General Ordinance Violations	1,340	3,425	2,000	1,075	2,000
207-001-65300	FALSE POLICE ALARM FINES	15,067	47,146		18,150	25,000
207-001-65400	False Security Alarm Fines		6,475			
207-001-65600	Parking Violations	1,390	75		75	
207-001-65700	Rental Housing Inspection Applications	600	430	2,000	600	2,000
207-001-66500	Interest Earned	10,383	2,154	2,000	(319)	3,000
TOTAL POLICE ESTIMATED REVENUE		1,456,456	1,562,957	1,612,980	1,531,805	1,535,000

POLICE CONTRACT ADMIN APPROPRIATIONS

207-310-70200	Salary/Contract Administrator			7,010		
207-310-71500	Payroll Taxes - FICA			536		
207-310-72200	Pension Plan			561		
207-310-80200	Protection Contract - KC	883,232	736,128	1,396,000	530,320	1,400,000
207-310-80600	IT Services			1,200		1,200
207-310-80800	Contracted Services			12,000		
207-310-82500	Accounting & Audit Fees	2,450	3,300	5,000	2,105	5,000
207-310-82600	Legal Fees-8th District Court	15,203	5,310	10,000	9,105	10,000
207-310-96100	BOR/MTT Refunds	12,482	12,079	15,000		
207-310-97000	Capital Outlay	820		101,000	1,066	2,000
207-320-71500	Payroll Taxes - FICA		1			
207-320-72200	Pension Plan		11			
207-320-80900	Parking Enforcement Officers		100	5,000		
207-320-82600	Legal Fees-Parking Enforcement			300		
207-320-87000	PEO Mileage			1,000		
207-330-70200	Salaries	28,874	38,843	38,307	28,035	39,679

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GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
207-330-71500	Payroll Taxes - FICA	2,197	2,914	2,931	2,139	3,035
207-330-72200	Pension Plan	1,149	1,707	3,065	1,121	3,174
207-330-72800	Supplies	432	2,131	3,075	693	3,000
207-330-82600	Legal Fees	5,595	6,792	10,000	3,570	10,000
207-330-97000	Capital Outlay			995	469	1,000
	<i>E-Citation</i>					1,000
TOTAL POLICE		952,434	809,316	1,612,980	578,623	1,478,088
POLICE ESTIMATED REVENUE		1,456,456	1,562,957	1,612,980	1,531,805	1,535,000
TOTAL POLICE CONTRACT ADMIN		952,434	809,316	1,612,980	578,623	1,478,088
NET OF REVENUE/APPROPRIATIONS - FUND 207		504,022	753,641	0	953,182	56,912

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GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
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FIRE EQUIPMENT ESTIMATED REVENUE

211-001-40100	Carryover			97,489		43,000
211-001-40200	Current Property Tax Levy	388,904	282,749	278,546	294,846	303,000
211-001-43000	Payments in Lieu of Taxes			5,185	5,728	
211-001-47500	Miscellaneous	800	15,720	900	900	
211-001-66500	Interest Earned	8,202	1,053	600	(355)	600
211-001-67300	Sales-Fixed Assets	138,241				
TOTAL FIRE EQUIP ESTIMATED REVENUE		536,147	299,522	382,720	301,119	346,600

FIRE DEPARTMENT EXPENDITURES

211-344-76600	Personal Protective Equipment	19,125	24,450	40,625	7,397	40,000
	<i>PPE (Personal Protective Equipment) 2nd set (rotating 10 yr replacement schedule per NFPA, approx 6-12 sets/yr)</i>					40,000
211-344-82500	Accounting & Audit Fees	1,950	2,650	2,500	2,105	2,700
211-344-97600	Vehicle	197,181	104,300			
211-344-98000	Capital Outlay/Equipment	68,289	77,419	145,914	47,656	157,900
	<i>Extrication Tools (Replacing aged equipment; newer equip batt pwr, stronger, lighter; 1 set; year 1 of 2)</i>					45,000
	<i>Hose and Nozzles (Replacing aged equipment)</i>					23,000
	<i>Drone for Search and Rescue and Fire Command and Control (1) w/thermal imaging capability</i>					15,000
	<i>Replacement TIC (Thermal Imaging Camera) (5 per Officer vehicle location (1 camera) / 5 per Crew vehicle location (4 camera pack each))</i>					34,500
	<i>New APX6000XE Portable Radios (2)</i>					14,100
	<i>APX 6000XE OTA (Over the Air) RM Keys x 41 (One time purchase for radio software update)</i>					12,000
	<i>Body Armor for Firefighters (20 vests)</i>					6,000
	<i>Personal Lockers for 5-1 (3 per year until need met)</i>					4,500
	<i>Additional Position Gear</i>					3,800
211-344-98100	Capital Outlay/Facilities	125	8,139	176,450	34,148	146,000
	<i>Water Softeners (2 systems)</i>					16,000
	<i>Walls Windows Station 2</i>					20,000
	<i>Roof Replacement Station 1</i>					60,000
	<i>Replace Alarm Systems Station 2 & 3</i>					25,000
	<i>HVAC Station 2</i>					20,000
	<i>Sidewalk Repair Station 2</i>					5,000

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GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
	<i>Solar Station 2 (ARPA)</i>					
TOTAL FIRE DEPT		286,670	216,958	365,489	91,306	346,600
FIRE DEPT ESTIMATED REVENUE - FUND 211		536,147	299,522	382,720	301,119	346,600
APPROPRIATIONS - FUND 211		286,670	216,958	365,489	91,306	346,600
NET OF REVENUE/APPROPRIATIONS - FUND 211		249,477	82,564	17,231	209,813	0

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FIRE CAPITAL FUND ESTIMATED REVENUE						
212-001-40200	Current Property Tax Levy	149,578	157,080	187,573	200,383	202,000
212-001-43000	Payments in Lieu of Taxes			3,457		
212-001-66500	Interest Earned	690	475	500	99	600
TOTAL FIRE CAPITAL FUND ESTIMATED REVENUE		150,268	157,555	191,530	200,482	202,600
FIRE DEPT (344) EXPENDITURES						
212-344-82500	Accounting & Audit Fees	100		100		100
212-336-96550	Transfer to Other Funds					85,000
TOTAL FIRE DEPT (344)		100		100		85,100
FIRE DEPT ESTIMATED REVENUE - FUND 212		150,268	157,555	191,530	200,482	202,600
APPROPRIATIONS - FUND 212		100		100		85,100
NET OF REVENUE/APPROPRIATIONS - FUND 212		150,168	157,555	191,430	200,482	117,500

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STREET LIGHTING FUND ESTIMATED REVENUE						
219-001-40100	Carryover			35,000		
219-001-40200	Current Property Tax Levy	159,882	168,393	165,000	176,029	177,000
219-001-66500	Interest Earned	230	88	500	151	300
TOTAL STREET LIGHTHING ESHIMATED REVENUE		160,112	168,481	200,500	176,180	177,300
PUBLIC WORKS APPROPRIATIONS						
219-506-82500	Accounting & Audit Fees	500	250	800		800
219-506-92600	Street Lighting	131,945	144,191	145,000	77,371	145,000
219-506-97600	Capital Outlay / Upgrade		18,132	50,000		30,000
TOTAL PUBLIC WORKS		132,445	162,573	195,800	77,371	175,800
PUBLIC WORKS ESTIMATED REVENUE - FUND 219		160,112	168,481	200,500	176,180	177,300
APPROPRIATIONS - FUND 219		132,445	162,573	195,800	77,371	175,800
NET OF REVENUE/APPROPRIATIONS - FUND 219		27,667	5,908	4,700	98,809	1,500

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SEWER HARDSHIP REVOLVING FUND ESTIMATED REVENUE						
246-001-40100	Carryover					50,000
246-001-66400	Interest on Investments	888	349	300	(237)	500
246-001-67500	Transfer from Other Funds	300,000		300,000		
TOTAL ESTIMATED REVENUE		300,888	349	300,300	(237)	50,500
REVOLVING IMPROVEMENT APPROPRIATIONS						
246-265-97800	Miscellaneous			50,000		50,000
	<i>Hardship Application Grants/Loans</i>					
TOTAL REVOLVING IMPROVEMENT				50,000		50,000
SEWER ESTIMATED REVENUE - FUND 246		300,888	349	300,300	(237)	50,500
APPROPRIATIONS - FUND 246				50,000		50,000
NET OF REVENUE/APPROPRIATIONS - FUND 246		300,888	349	250,300	(237)	500

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SoDA FUND ESTIMATED REVENUE

247-001-40100	Carryover			31,000		
247-001-40300	Current Real Property Tax	63,522	46,124	40,000	75,990	75,000
247-001-66500	Interest Earned	848	27		60	100
TOTAL SoDA FUND ESTIMATED REVENUE		64,370	46,151	71,000	76,050	75,100

SoDA FUND ECONOMIC DEVELOPMENT

247-728-82500	Accounting & Audit Fees	500	950	1,000		1,000
247-728-82600	Legal Fees	690	420	500		500
247-728-93300	Repairs/Maintenance	259	1,160	7,500		7,500
247-728-96100	BOR/MTT	35,944				
247-728-97500	Capital Outlay/Obligated Projects	30,000		60,000		65,000
	<i>Drake Road Repayment</i>					30,000
	<i>Saftey Improvements</i>					35,000
TOTAL SoDA FUND ECONOMIC DEVELOPMENT		67,393	2,530	69,000		74,000

SoDA FUND ESTIMATED REVENUE		64,370	46,151	71,000	76,050	75,100
TOTAL SoDA FUNDS		67,393	2,530	69,000		74,000
NET OF REVENUE/APPROPRIATIONS - FUND 247		(3,023)	43,621	2,000	76,050	1,100

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BUILDING HISTORIC FUND ESTIMATED REVENUE						
249-001-40100	Carryover			74,773		56,388
249-001-66400	Interest on Investments	3,564	337		(217)	
TOTAL BLDG ESTIMATED REVENUE		3,564	337	74,773	(217)	56,388
BUILDING APPROPRIATIONS						
249-371-70200	Salaries/Clerical	28,873	36,833	38,307	28,037	39,679
249-371-71500	Payroll Taxes - FICA	2,197	2,825	2,931	2,174	3,035
249-371-72200	Pension Plan	3,191	3,916	3,065	3,192	3,174
249-371-82400	Contracted Bldg Plan Review			13,000	19,728	
249-371-82500	Accounting & Audit Fees	4,400	5,250	5,000	2,105	5,500
249-371-82600	Legal Fees			10,000	3,615	2,000
249-371-95800	Education/Dues			1,475		2,000
249-371-97600	Capital Outlay		3,045	995	469	1,000
TOTAL BUILDING		38,661	51,869	74,773	59,320	56,388
BUILDING ESTIMATED REVENUE - FUND 249		3,564	337	74,773	(217)	56,388
APPROPRIATIONS - FUND 249		38,661	51,869	74,773	59,320	56,388
NET OF REVENUE/APPROPRIATIONS - FUND 249		(35,097)	(51,532)	0	(59,537)	0

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Fund 297 (ARPA) - American Rescue Plan Fund ESTIMATED REVENUE

297-001-40100	Carryover					484,500
297-001-48000	Federal Grant			1,213,632	1,223,375	
297-001-66500	Interest Earned		(53)	1,000	445	
TOTAL ARPA ESTIMATED REVENUE			(53)	1,214,632	1,223,820	484,500

Fund 297 (ARPA) - American Rescue Plan Fund APPROPRIATIONS

297-000-70200	Salaries/Clerical			6,067	2,654	
297-000-71500	Payroll Taxes - FICA			464	201	
297-000-72200	Pension			485	106	
297-000-73000	Postage			884		
297-000-82100	Professional Fees			1,000		
297-000-82500	Accounting & Audit Fees			1,100		
297-000-97600	Capital Outlay			105,000		
297-001-99500	Transfer to General					484,500
TOTAL APPROPRIATIONS				115,000	2,961	484,500

ARPA ESTIMATED REVENUE - FUND 297			(53)	1,214,632	1,223,820	484,500
APPROPRIATIONS - FUND 297				115,000	2,961	484,500
NET OF REVENUE/APPROPRIATIONS - FUND 297			(53)	1,099,632	1,220,859	0

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WATER ESTIMATED REVENUE

491-000-40100	Carryover			293,513		245,000
491-000-65000	Mortgage/Contract/SAD/FF	71,348	54,743	28,000	12,793	28,000
491-000-66400	Interest on Investments	17,519	2,190	1,500	(1,583)	2,000
491-000-66600	Interest on Assessments	6,157	5,212	4,000		
491-000-67900	Assessment Revenue	20,727	18,705			
491-000-68000	Benefit Fees	89,992	60,958	70,000	64,754	
491-000-68500	Surcharge	105,545	114,789	105,000	83,178	90,000
	<i>Reduce surcharge from 4% to 2.5%</i>					
491-000-69600	Miscellaneous Revenue	257,581				
TOTAL WATER ESTIMATED REVENUE		568,869	256,597	502,013	159,142	365,000

WATER APPROPRIATIONS

491-000-70200	Salaries/Clerical	8,214	9,840	40,737	28,394	53,579
491-000-71500	Payroll Taxes - FICA	636	634	3,117	2,071	4,099
491-000-72200	Pension Plan	408	439	3,260	1,136	4,286
491-000-75700	Tools & Supplies			1,000	1,685	1,000
491-000-80800	Audit Fees	3,150	3,300	3,400	2,105	3,500
491-000-80900	IT Tools and Supplies					800
	<i>Laserfiche</i>					
491-000-82000	Engineering Fees	2,605	576	5,000	1,003	5,000
491-000-82600	Legal Fees	180	1,170	2,000	1,770	4,000
491-000-95800	Professional Fees	12,500	12,500	12,500	12,500	18,500
	KRWWC					12,500
	Consultant					6,000
491-000-96200	Miscellaneous	2,554				
491-000-96400	Construction Costs	2,296	8,273	206,000	2,942	
491-000-96400.HYD9TH	Construction Costs				9,646	
491-000-96400.WM7TO8	Construction Water Main 7th to 8th			201,000		245,000
491-000-96400.WTRKLA	Construction Costs	319,586				
TOTAL WATER		352,129	36,732	478,014	63,252	339,764

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WATER ESTIMATED REVENUE - FUND 491		568,869	256,597	502,013	159,142	365,000
APPROPRIATIONS - FUND 491		352,129	36,732	478,014	63,252	339,764
NET OF REVENUE/APPROPRIATIONS - 000 - General		216,740	219,865	23,999	95,890	25,236

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RETIREE MEDICAL TRUST FUND ESTIMATED REVENUE						
736-001-40100	Carryover			13,600		11,300
736-001-66500	Interest Earned	48,428	48,439		(46,837)	
736-001-67600	Contribution-Other Funds		7,541			
TOTAL ESTIMATED REVENUE		48,428	55,980	13,600	(46,837)	11,300
INSURANCE & BONDS APPROPRIATIONS						
736-234-72500	Insurance Premiums	7,772	1,217	10,000	(8,000)	10,000
736-234-80800	Administrative Costs			3,600		1,300
	<i>Roll Forward Review (every 2 years ~\$1300); (Full review every two years ~\$3600)</i>					
TOTAL INSURANCE & BONDS		7,772	1,217	13,600	(8,000)	11,300
INSURANCE ESTIMATED REVENUE - FUND 736		48,428	55,980	13,600	(46,837)	11,300
APPROPRIATIONS - FUND 736		7,772	1,217	13,600	(8,000)	11,300
NET OF REVENUE/APPROPRIATIONS - FUND 736		40,656	54,763	0	(38,837)	0

Oshtemo Charter Township Detailed 2023 Budget, November 15, 2022 Public Hearing - FINAL

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
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DDA FUND ESTIMATED REVENUE

900-001-40100	Carryover			463,619		
900-001-40300	Current Real Property Tax	189,041	217,268	200,000	218,100	190,000
900-001-47500	Miscellaneous			600,000		
900-001-66500	Interest Earned	8,258	853	1,000	(170)	1,000
TOTAL DDA FUND ESTIMATED REVENUE		197,299	218,121	1,264,619	217,930	191,000

ECONOMIC DEVELOPMENT APPROPRIATIONS

900-728-70300	Salaries-Staff	2,000	2,000	2,000		2,000
900-728-72800	Supplies			500		500
900-728-73000	Postage	298		500		500
900-728-80100	Community Events	750	1,050	1,050	1,050	1,050
900-728-80800	Consultants		3,925	31,908	14,059	50,000
	<i>Traffic Consultant, Road Design Engineering</i>					50,000
900-728-82500	Accounting & Audit Fees	1,850	2,850	2,000	2,520	3,000
900-728-82600	Legal Fees	593	2,100	2,000	405	2,000
900-728-90300	Legal Notices			500		500
900-728-92000	Water	801	848	1,200	176	1,200
900-728-92100	Electric	209	600	600	416	700
900-728-93300	Repairs and Maintenance	3,492	12,554	17,800	11,446	17,800
	<i>Banner Rotation/Storage</i>					2,000
	<i>Lawn Care and Maintenance</i>					12,800
	<i>Millards Way Snow Removal</i>					1,000
	<i>Stadium Dr Sidewalk Snow Removal</i>					2,000
900-728-96200	Miscellaneous	7,949	3,187			
900-728-96250	Outdoor Decorations	5,000	4,506	5,000		5,500
900-728-97500	Capital Outlay/Obligated Projects	(4,652)	26,316	1,096,111	231,456	10,000
	<i>Facade Improvement Grant Program</i>					10,000
900-728-97500.DDACNR	DDA Stadium Corner Project	163,268	1,856			
900-728-97500.NMSTDM	Non motorized Stadium Dr.	10,153	476,484		7,040	

Oshtemo Charter Township Detailed 2023 Budget, November 15, 2022 Public Hearing - FINAL

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
900-728-97600	Capital Outlay/Land Acquisition			60,000	20,000	95,000
900-728-97700	Emergency Assistance Program	82,500				
TOTAL ECONOMIC DEVELOPMENT		274,211	538,276	1,221,169	288,568	189,750
DDA ESTIMATED REVENUE - FUND 900		197,299	218,121	1,264,619	217,930	191,000
APPROPRIATIONS - FUND 900		274,211	538,276	1,221,169	288,568	189,750
NET OF REVENUE/APPROPRIATIONS - FUND 900		(76,912)	(320,155)	43,450	(70,638)	1,250

Oshtemo Charter Township Detailed 2023 Budget, November 15, 2022 Public Hearing - FINAL

GL NUMBER	DESCRIPTION	2020 ACTIVITY	2021 ACTIVITY	2022 AMENDED BUDGET	2022 ACTIVITY THRU 9-30-2022	2023 RECOMMENDED BUDGET
ESTIMATED REVENUE - ALL FUNDS		10,147,307	9,866,524	15,381,762	11,476,894	13,539,456
APPROPRIATIONS - ALL FUNDS		9,050,443	8,249,044	13,671,135	5,531,534	13,254,230
NET OF REVENUE/APPROPRIATIONS - ALL FUNDS		1,096,864	1,617,480	1,710,627	5,945,360	285,226

**OSHTEMO CHARTER TOWNSHIP
KALAMAZOO COUNTY, MICHIGAN**

RESOLUTION REGARDING 2023 TOWNSHIP OFFICER COMPENSATION

WHEREAS, MCL 42.6 and 41.95(3) state that the Township Board determines the salaries/compensation of Township Officers; and

WHEREAS, the Oshtemo Charter Township Board wishes to set its 2023 compensation schedule for its Officers.

NOW, THEREFORE, IT IS HEREBY RESOLVED that:

1. That effective January 1, 2023 the salaries of the Township Supervisor, Township Clerk, and Township Treasurer will increase from the 2022 annual salary set on November 10, 2020 of seventy-one thousand six hundred and ninety-six dollars and twenty cents (\$71,696.20), to seventy-eight thousand two hundred and ninety-six dollars and ninety-two cents (\$78,296.92).

2. That the salary of Township Trustees will remain unchanged from 2022 and shall be three-thousand and twenty dollars (\$3,020.00), annually, effective January 1, 2023.

3. That, effective January 1, 2023, the Township Trustees will be paid (in addition to their annual salary) one hundred and thirty dollars (\$130.00) per Township Board meeting, sixty-five (\$65.00) per half (1/2) day for committee meetings, and one hundred and thirty dollars (\$130.00) per full day for committee meetings in accordance with the Township Board Policy adopted November 15, 2022.

A motion was made by _____, seconded by _____, to adopt the foregoing resolution.

Upon roll call vote the following voted "Aye":

The following voted "Nay":

The following were Absent:

The following Abstained:

The Township Supervisor declared the motion carried and the Resolution duly adopted.

Dusty Farmer, Clerk
OSHTEMO CHARTER TOWNSHIP

* * * * *

CERTIFICATE

I hereby certify that the foregoing constitutes a true and complete copy of an Excerpt of the Minutes of a meeting of the Oshtemo Charter Township Board, held on November 15, 2022, at which meeting _____ members were present and voted upon the same as indicated in said Minutes; that said meeting was held in accordance with the Open Meetings Act of the State of Michigan.

Dusty Farmer, Clerk
OSHTEMO CHARTER TOWNSHIP

OSHTEMO CHARTER TOWNSHIP
TRUSTEE COMPENSATION POLICY

Adopted: November 15, 2022

Effective: November 15, 2022

General Purpose:

The purpose of this policy is to update and supersede the existing Oshtemo Charter Township Trustee Compensation Policy.

I. Base Salary. Based upon the state statutory responsibilities of a Trustee (MCL 42.6), annual Trustee compensation will be set at \$3,020.00 per year. The Trustees' base salary is determined by a majority of the full Township Board, and adopted via the annual Resolution Regarding Township Officer Compensation.

II. Per Diem. Trustees will be compensated for attendance at other meetings as approved by this policy, or as approved by the full board, based upon the additional responsibilities assigned to individual Trustees (MCL 42.6). The goal of this section is to achieve uniformity in compensation by defining what meetings qualify for additional per diem pay. Trustees will be paid \$130.00 per Township Board meeting (work session and regular meeting shall be considered one meeting). Trustees will be paid an additional \$65.00 per half (1/2) day for and \$130.00 per full day for additional committee meetings as follows:

- Committee meetings which the Township Board creates and assigns
- Quarterly joint board meetings
- ZBA and Planning Commission meetings (when serving on said board)
- Public informational meetings scheduled for committee purposes

Any meetings not specifically listed above will not be paid, unless the Township Board takes formal action to create and assign responsibility and sets the number of meetings.

III. Additional Pay. The full Township Board has the authority to designate additional responsibilities to Trustee(s) by majority vote. The Township Board has the option to increase the salary or increase the per diem to compensate for such additional responsibility. Any additional responsibility assigned to a particular Trustee should be by majority board vote, and Trustees may receive additional pay for other responsibilities the full Township Board assigns as determined based upon the responsibility requested and by majority vote. (MCL 42.9).

An example of additional responsibilities is the Fire Commissioner position but may include other yet-to-be-established positions.

IV. Insurance Coverage Option. While no insurance benefits are provided to Trustees, Trustees shall have the option to purchase the following benefits for themselves and their family, through the Township group plans and at the Trustee's own expense:

Benefit	Trustee Portion	Township Portion
Health Insurance	100%	0%
Dental Insurance	100%	0%
Vision Insurance	100%	0%
Long Term Care Insurance	100%	0%

V. Education. Trustees shall have the option to attend continuing education programs as budgeted annually.

Motion was made by _____ and seconded by _____, to adopt the foregoing Policy by Board Resolution.

Upon roll call vote the following voted "Aye":

The following voted "Nay":

The following were Absent:

The following Abstained:

The Moderator declared the motion carried and the Policy Resolution duly adopted.

Dusty Farmer, Clerk
Oshtemo Charter Township

CERTIFICATE

STATE OF MICHIGAN)
) ss.
COUNTY OF KALAMAZOO)

I, Dusty Farmer, the duly appointed and acting Clerk of the Township of Oshtemo, certify that the foregoing constitutes a true and complete copy of a Resolution adopted at a regular meeting of the Oshtemo Charter Township Board held on November 15, 2022, which meeting was preceded by required notices under the Michigan Open Meetings Act, being 1976 PA 267; that a quorum of the Board was present and voted in favor of said Resolution; and that minutes of said meeting were kept and will be or have been made available as required by said Open Meetings Act.

IN WITNESS WHEREOF, I have hereto affixed my official signature on this ____ day of November, 2022.

Dusty Farmer, Clerk
Oshtemo Charter Township

OSHTEMO CHARTER TOWNSHIP
TRUSTEE COMPENSATION POLICY

Adopted: November 15, 2022

Effective: November 15, 2022

General Purpose:

The purpose of this policy is to update and supersede the existing Oshtemo Charter Township Trustee Compensation Policy.

I. Base Salary. Based upon the Trustee state statutory responsibilities of a Trustee (MCL 42.6). ~~Annual Trustee compensation will be set at \$2400-3,020.00 per year. The Trustees will receive a base salary as determined by a majority of the full Township Board. Typically, the trustee base salary will be determined in the fall and adopted via inclusion in the annual Resolution Regarding Township Officer Compensation budget.~~

II. Per Diem. ~~Trustees will be compensated for attendance at other meetings as approved by this policy, or as approved by the full board.~~ Based upon the additional responsibilities assigned to individual Trustees (MCL 42.6). The goal of this section is to achieve uniformity in compensation by defining what meetings qualify for additional per diem pay. Trustees will be paid Set at \$50 \$130.00 per Township Board meeting (work session and regular meeting shall be considered one meeting). Trustees will be paid an additional \$65.00 per half (1/2) day for and \$130.00 per full day, for additional committee meetings as defined below follows: Trustees will be compensated for attendance at other meetings as approved by this policy or as approved by the full board. The goal of this policy section is to achieve uniformity in compensation by defining what meetings qualify. Per Diem will be paid for:

- ~~• Township Board meetings (work session and regular meeting shall be considered one meeting)~~
- Committee meetings which the ~~†~~Township ~~b~~Board creates and assigns
- Quarterly joint board meetings ~~of the township boards~~
- ZBA and Planning Commission meetings (when serving on said board)
- ~~• Public informational meetings scheduled for committee purposes~~
-

Any meetings not specifically listed above will not be paid, unless the Township Bboard takes formal action to create and assign responsibility, and sets s the number of meetings.

III. Additional Pay. ~~The full Township Board has the authority to designate additional responsibilities to Trustee(s) by majority vote. The Township Board has the option to increase the salary or increase the per diem to compensate for such additional responsibility. Any additional responsibility assigned to a particular Trustee should be by majority board vote, and~~ Trustees may receive additional pay for other responsibilities the ~~full Township Board assigns as. Such compensation will be~~ determined based upon the responsibility requested and by majority vote. (MCL42.9).

An example of additional responsibilities is the Fire Commissioner position, but may include other yet-to-be-established positions.

~~Note: the full township board has the authority to designate additional responsibilities to trustee(s) by majority vote. The board has the option to increase the salary or increase the per diem to compensate for such additional responsibility. Any additional responsibility assigned to a particular Trustee should be by majority board vote.~~

IV. Insurance Coverage Option. While no insurance benefits are provided to Trustees, Trustees shall have the option to purchase the following benefits for themselves and their family, through the Township group plans and at the Trustee's own expense, ~~the following benefits:~~

<u>Benefit</u>	<u>Trustee Portion</u>	<u>Township Portion</u>
<u>Health Insurance</u>	<u>100%</u>	<u>0%</u>
<u>Dental Insurance</u>	<u>100%</u>	<u>0%</u>
<u>Vision Insurance</u>	<u>100%</u>	<u>0%</u>
<u>Long Term Care Insurance</u>	<u>100%</u>	<u>0%</u>

<u>Benefit Portion</u>	<u>Trustee Portion</u>	<u>Township</u>
• <u>Health Insurance</u>	<u>100%</u>	<u>0%</u>
• <u>Dental Insurance</u>	<u>100%</u>	<u>0%</u>
• <u>Vision Insurance</u>	<u>100%</u>	<u>0%</u>
• <u>Long Term Care Insurance</u>	<u>100%</u>	<u>0%</u>

V. Education. Trustees shall have the option to attend continuing education programs as budgeted annually.

~~Note: Decreases cannot be made to a sitting board, thus any decrease will be made to the next sitting board compensation. Increases can be made at any time by a majority vote of the board.~~

~~Note: Compensation shall fall within the above stated categories and definitions.~~

~~Note: Pension and life insurance will no longer be a benefit or coverage option with the 2012 elected board.~~

Motion was made by _____ and seconded by _____, to adopt the foregoing Policy by Board Resolution.

Upon roll call vote the following voted "Aye":

The following voted "Nay":

The following were Absent:

The following Abstained:

The Moderator declared the motion carried and the Policy Resolution duly adopted.

Dusty Farmer, Clerk
Oshtemo Charter Township

CERTIFICATE

STATE OF MICHIGAN)
) ss.
COUNTY OF KALAMAZOO)

I, Dusty Farmer, the duly appointed and acting Clerk of the Township of Oshtemo, certify that the foregoing constitutes a true and complete copy of a Resolution adopted at a regular meeting of the Oshtemo Charter Township Board held on November 15, 2022, which meeting was preceded by required notices under the Michigan Open Meetings Act, being 1976 PA 267; that a quorum of the Board was present and voted in favor of said Resolution; and that minutes of said meeting were kept and will be or have been made available as required by said Open Meetings Act.

IN WITNESS WHEREOF, I have hereto affixed my official signature on this ____ day of November, 2022.

Dusty Farmer, Clerk
Oshtemo Charter Township

OSHTEMO CHARTER TOWNSHIP
TRUSTEE COMPENSATION POLICY

Adopted: November 15, 2022

Effective: November 15, 2022

General Purpose:

The purpose of this policy is to update and supersede the existing Oshtemo Charter Township Trustee Compensation Policy.

I. Base Salary. Based upon the state statutory responsibilities of a Trustee (MCL 42.6), annual Trustee compensation will be set at \$3,020.00 per year. The Trustees' base salary is determined by a majority of the full Township Board, and adopted via the annual Resolution Regarding Township Officer Compensation.

II. Per Diem. Trustees will be compensated for attendance at other meetings as approved by this policy, or as approved by the full board, based upon the additional responsibilities assigned to individual Trustees (MCL 42.6). The goal of this section is to achieve uniformity in compensation by defining what meetings qualify for additional per diem pay. Trustees will be paid \$130.00 per Township Board meeting (work session and regular meeting shall be considered one meeting). Trustees will be paid an additional \$65.00 per half (1/2) day for and \$130.00 per full day for additional committee meetings as follows:

- Committee meetings which the Township Board creates and assigns
- Quarterly joint board meetings
- ZBA and Planning Commission meetings (when serving on said board)
- Public informational meetings scheduled for committee purposes

Any meetings not specifically listed above will not be paid, unless the Township Board takes formal action to create and assign responsibility and sets the number of meetings.

III. Additional Pay. The full Township Board has the authority to designate additional responsibilities to Trustee(s) by majority vote. The Township Board has the option to increase the salary or increase the per diem to compensate for such additional responsibility. Any additional responsibility assigned to a particular Trustee should be by majority board vote, and Trustees may receive additional pay for other responsibilities the full Township Board assigns as determined based upon the responsibility requested and by majority vote. (MCL 42.9).

An example of additional responsibilities is the Fire Commissioner position but may

include other yet-to-be-established positions.

IV. Insurance Coverage Option. While no insurance benefits are provided to Trustees, Trustees shall have the option to purchase the following benefits for themselves and their family, through the Township group plans and at the Trustee's own expense:

Benefit	Trustee Portion	Township Portion
Health Insurance	100%	0%
Dental Insurance	100%	0%
Vision Insurance	100%	0%
Long Term Care Insurance	100%	0%

V. Education. Trustees shall have the option to attend continuing education programs as budgeted annually.

Motion was made by _____ and seconded by _____, to adopt the foregoing Policy by Board Resolution.

Upon roll call vote the following voted "Aye":

The following voted "Nay":

The following were Absent:

The following Abstained:

The Moderator declared the motion carried and the Policy Resolution duly adopted.

Dusty Farmer, Clerk
Oshtemo Charter Township

CERTIFICATE

STATE OF MICHIGAN)
) ss.
COUNTY OF KALAMAZOO)

I, Dusty Farmer, the duly appointed and acting Clerk of the Township of Oshtemo, certify that the foregoing constitutes a true and complete copy of a Resolution adopted at a regular meeting of the Oshtemo Charter Township Board held on November 15, 2022, which meeting was preceded by required notices under the Michigan Open Meetings Act, being 1976 PA 267; that a quorum of the Board was present and voted in favor of said Resolution; and that minutes of said meeting were kept and will be or have been made available as required by said Open Meetings Act.

IN WITNESS WHEREOF, I have hereto affixed my official signature on this ____ day of November, 2022.

Dusty Farmer, Clerk
Oshtemo Charter Township

**OSHTEMO CHARTER TOWNSHIP
KALAMAZOO COUNTY, MICHIGAN**

RESOLUTION REGARDING ROUTINE EXPENDITURES AND PURCHASES

WHEREAS, in accordance with Michigan statute, a Budget was prepared and approved on November 15 2022, for the 2023 fiscal year of Oshtemo Charter Township; and

WHEREAS, the Budget was prepared by “line item,” but approved by function, and affairs and the payment of routine bills and the initiation of routine purchases, it is necessary that these be accomplished by the Township officers subject to Township Board ratification.

IT IS THEREFORE RESOLVED AS FOLLOWS:

1. The Township Supervisor, Clerk, and Treasurer are hereby authorized to amend the line item budgeted amounts without Township Board prior approval, so long as the total budgeted revenues and expenditures of each fund for the fiscal year are not exceeded, and the Township’s purchases are made in accordance with the Township’s Purchasing Policy.

2. The Township Supervisor, Clerk, and Treasurer are hereby authorized to initiate purchases for the benefit of the Township in accordance with the Township’s Purchasing Policy last amended by the Township Board on October 12, 2021.

3. The payment of reoccurring routine (i.e., regularly incurred) Township expenses is hereby authorized, and said disbursements may be made by the Township prior to Township Board approval of same, provided that said disbursements are within budget appropriations and no controversy or disagreement exists as to the amount or recipient of such disbursements.

Motion was made by _____, seconded by _____, to adopt the foregoing Resolution.

Upon roll call vote the following voted "Aye":

The following voted "Nay":

The following were Absent:

The following Abstained:

The Moderator declared the motion carried and the Resolution duly adopted.

Dusty Farmer, Clerk
OSHTEMO CHARTER TOWNSHIP

* * * * *

CERTIFICATE

Dusty Farmer, the duly elected and acting Clerk of Oshtemo Charter Township, Kalamazoo County, Michigan, hereby certifies that the foregoing is a true and correct copy of an Excerpt of the Minutes of a regular meeting of the Oshtemo Charter Township Board held on November 15, 2022, at which a quorum was present.

Dusty Farmer, Clerk
OSHTEMO CHARTER TOWNSHIP

**2023 Capital Improvement Plan
2024-2028 Illustrative Capital Plan
November 15th, 2022**

GENERAL FUND 101

	CAPITAL IMPROVEMENT PLAN	2023 - 2028 ILLUSTRATIVE CAPITAL IMPROVEMENTS PLAN				
	2023	2024	2025	2026	2027	2028
REVENUES:						
Property taxes	\$ 1,932,100	\$ 1,951,400	\$ 1,970,900	\$ 1,990,600	\$ 2,010,500	\$ 2,030,600
Licenses and permits	\$ 160,650	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000	\$ 170,000
Capital State & Other Grants - Roll Up Summary	\$ -	\$ 750,000	\$ 500,000	\$ 600,000	\$ 600,000	\$ 600,000
TAP Grants	\$ -	\$ 2,253,000				
State grants/revenue sharing	\$ 2,553,768	\$ 2,579,300	\$ 2,605,100	\$ 2,631,200	\$ 2,657,500	\$ 2,684,100
Interest and rentals	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
Other	\$ 151,600	\$ 153,100	\$ 154,600	\$ 156,100	\$ 157,700	\$ 159,300
Total Revenues:	\$ 4,800,618	\$ 7,859,300	\$ 5,403,100	\$ 5,550,400	\$ 5,598,200	\$ 5,646,501
EXPENDITURES:						
Operating expenditures	\$ 3,116,656	\$ 3,210,200	\$ 3,306,500	\$ 3,405,700	\$ 3,507,900	\$ 3,613,100
Buidling department operating expenditures	\$ 56,388	\$ 58,100	\$ 59,800	\$ 61,600	\$ 63,400	\$ 65,300
Capital Expenditures:						
STORMWATER/DRAINAGE PROJECTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Stromwater Facilities Investigations & Repairs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Maple Hill Dr Basin, County Petition w/System Upgrades	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NON-MOTORIZED PROJECTS						
Drake Road Shared Use Path (TAP) Stadium Dr to KL Ave	\$ 186,000		\$ 1,031,000	\$ -	\$ -	\$ -
Green Meadow Dr Sidewalk, Drake Rd to Hill Rd, 6-ft, one side (north)		\$ -	\$ -	\$ -	\$ -	\$ -
Fairgrove St Sidewalk, Mansfield St to Stadium Dr, 5-ft, one side (east)		\$ -	\$ -	\$ -	\$ -	\$ -
Whitegate Lane/Michigan Ave Sidewalk (Powderhorn Dr to 11th St)	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -
N Ave 9th to 11th (facility TBD & coordinated with RCKC work)	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -
Parkview 11th to 12th (facility TBD & coordinated with RCKC work)	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
Parkview 9th to 11th (facility TBD & coordinated with RCKC work)	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -
KL Avenue Shared Use Path (Drake Rd to 131 Bridge) Phase I	\$ 178,100	\$ 115,000	\$ -	\$ -	\$ -	\$ -
KL Avenue Shared Use Path (131 Bridge to Copper Beach Blvd) Phase II		\$ 1,900,000				
KL Ave Shoulders (Autumns Way Blvd to 8th St)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11th Street Shoulders (Parkview Ave to N Ave)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11th Street 6' Sidewalk - East Side (Parkview Ave to N Ave)	\$ 25,760	\$ 362,760	\$ -	\$ -	\$ -	\$ -
Fruit Belt Line Non-Motorized Trail (Design, Construction)		\$ -		\$ -	\$ -	\$ -
8th Street, KL Ave to W Main St, 6' Shared Use Path						
9th St 6-ft Sidewalk, Stadium Dr to Quail Run Dr (West)	\$ 160,000	\$ 984,000		\$ -	\$ -	\$ -
9th St 6-ft Sidewalk, Quail Run Dr to KL Ave (East)	\$ 29,000	\$ 407,000				
Maintenance & Repairs & Network Connection	\$ 350,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	
INFORMATION TECHNOLOGY						
Computer Replacement	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	
New Hire Computers	\$ 10,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	
UPS Replacements	\$ 5,000	\$ -	\$ -	\$ -	\$ -	
Website Upgrade	\$ 17,000	\$ -	\$ -	\$ -	\$ -	
Firewall Upgrade	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 18,000
Meeting Room AV Upgrade	\$ 40,000					
Network Attached Storage (NAS) Replacement		\$ 12,000	\$ -	\$ -	\$ -	\$ -
GENERAL PROJECTS						
Records Digitization - Public Works (ARPA)	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -
Township Hall Carpet	\$ 30,000	\$ 30,000				
Maintenance Facility; New Storage Building (2021) and Shop Bldg (2022)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Facilities Repairs & Replacements	\$ -	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Township Facilities Asphalt Maintenance	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Lawn Equipment (Replacement)	\$ -	\$ 28,000	\$ -	\$ -	\$ -	\$ -
Camry Replacement	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -
Election Equipment: High Speed Tabulators	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -
Facility Roof Replacement	\$ 140,000					
Cemetery Maintenance and Upgrades	\$ 20,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Total Expenditures:	\$ 4,945,904	\$ 7,459,060	\$ 4,779,300	\$ 3,819,300	\$ 3,941,300	\$ 3,768,400
OTHER FINANCING SOURCES (USES):						
To Cemetery Trust Fund	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ (5,000)
From ARPA	\$ 514,500					
To Sewer	\$ (150,000)	\$ (150,000)	\$ (150,000)	\$ (150,000)	\$ (150,000)	\$ (150,000)
To Parks Fund*	\$ (250,000)	\$ (250,000)	\$ (200,000)	\$ (150,000)	\$ (100,000)	\$ (100,000)
Total Net Other Financing Sources (Uses):	\$ 109,500	\$ (405,000)	\$ (355,000)	\$ (305,000)	\$ (255,000)	\$ (255,000)
FUND BALANCES:						
Net change in fund balance	\$ (35,786)	\$ (4,760)	\$ 268,800	\$ 1,426,100	\$ 1,401,900	\$ 1,623,101
Beginning fund balance - Restricted for Building Department	\$ 150,996	\$ 92,896	\$ 33,096	\$ (28,504)	\$ (91,904)	\$ (157,204)
Beginning fund balance (Estimated)	\$ 2,349,570	\$ 2,371,884	\$ 2,426,924	\$ 2,757,324	\$ 4,246,824	\$ 5,714,024
Ending Fund Balance:	\$ 2,464,780	\$ 2,460,020	\$ 2,728,820	\$ 4,154,920	\$ 5,556,820	\$ 7,179,921
Ending fund balance as a % of operating expenditures	79%	77%	83%	122%	158%	199%

*Transfer reduction assumes replacement with park millage

PARK FUND 107

	CAPITAL IMPROVEMENT PLAN		2024 - 2028 ILLUSTRATIVE CAPITAL IMPROVEMENTS PLAN				
	2023	2024	2025	2026	2027	2028	
REVENUES:							
State grants	\$ -		\$ 350,000	\$ 225,000	\$ 125,000	\$ 125,000	
Interest and rentals	\$ 62,850	\$ 62,000	\$ 63,000	\$ 64,000	\$ 65,000	\$ 66,000	
Other	\$ -	\$ 210,000	\$ -				
Grants and other revenues	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	
Proposed .25 park millage			\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	
Kalamazoo Community Foundation Endowment Fund revenue	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	
Total Revenues:	\$ 72,850	\$ 297,000	\$ 688,000	\$ 564,000	\$ 465,000	\$ 466,000	
EXPENDITURES:							
Operating expenditures	\$ 335,643	\$ 211,000	\$ 217,000	\$ 223,000	\$ 229,500	\$ 235,500	
Capital expenditures:							
EXISTING OSHTEMO PARKS							
Drake Farmstead Park - master plan implementation	\$ 63,000	\$ 40,000	\$ 30,000	\$ 30,000			
Drake House - OHS renovation projects	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	
Flesher Field - low mow planting to reduce mowing	\$ 7,207	\$ 4,000	\$ 5,000				
Flesher Field - master plan implementation		\$ 150,000					
Flesher Field - refurbishment	\$ -			\$ 15,000			
Fruitbelt Trail - ecological restoration by KNC	\$ 60,000	\$ -	\$ -				
Grange Hall - paint basement walls, siding repair	\$ 2,500	\$ -					
Grange Hall Improvements - roof, ceiling, lighting, septic system, parking lot					\$ 100,000		
Township Park - benches and signs for tennis/pickleball courts, wiffleball fence	\$ 12,000						
Township Park - refurbishment	\$ -	\$ -	\$ -	\$ 15,000			
Community Center - roof replacement	\$ -		\$ 20,000				
Old Township Hall - paint	\$ -	\$ -	\$ -				
Picnic tables	\$ 4,500		\$ 4,500				
PLANNED/FUTURE PARKS							
Fruitbelt Trail - 9th St. to east border- planning and public input							
Fruitbelt Trail - 9th St. to east border - acquisition		\$ 80,000					
Fruitbelt Trail - 9th St. to east border - construction			\$ 350,000	\$ -			
Twp Park/Arboretum/Landfill/Wolf Tree Corridor/Natural Corridor Planning/Public Input	\$ -	\$ 5,000	\$ -				
Open Space / Natural Corridor Acquisition -			\$ -		\$ 190,000	\$ 200,000	
Neighborhood Park #1 - Drake / KL Avenue (Acquisition and Schematic Plan)			\$ 150,000	\$ -			
Neighborhood Park #1 - Drake / KL Avenue (Construction)	\$ -			\$ 350,000	\$ -		
EQUIPMENT, MAINTENANCE, INVESTMENT							
Lawn Equipment	\$ -	\$ 10,400	\$ -				
Parking lot maintenance, playground surface renewal, tree trimming, etc.	\$ 15,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	
HVAC Repairs and Upgrades (Grange Hall, Drake Farmstead, Community Center)	\$ -	\$ 10,000	\$ -		\$ -	\$ 10,000	
Kalamazoo Community Foundation Endowment	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	
Total Expenditures:	\$ 552,850	\$ 588,400	\$ 854,500	\$ 711,000	\$ 597,500	\$ 523,500	
TRANSFERS:							
From General Fund*	\$ 250,000	\$ 250,000	\$ 200,000	\$ 150,000	\$ 100,000	\$ 100,000	
From ARPA	\$ 20,000						
Total Transfers:	\$ 270,000	\$ 250,000	\$ 200,000	\$ 150,000	\$ 100,000	\$ 100,000	
FUND BALANCE:							
Net change in fund balance	\$ (210,000)	\$ (41,400)	\$ 33,500	\$ 3,000	\$ (32,500)	\$ 42,500	
Beginning fund balance (Estimated)	\$ 251,408	\$ 41,408	\$ 8	\$ 33,508	\$ 36,508	\$ 4,008	
Ending Fund Balance:	\$ 41,408	\$ 8	\$ 33,508	\$ 36,508	\$ 4,008	\$ 46,508	

*Transfer reduction assumes replacement with park millage
2022 beginning fund balance per 2021 audit

FIRE FUND - 211 Capital Vehicles & Equipment

superseded

	CAPITAL IMPROVEMENT PLAN		2023 - 2028 ILLUSTRATIVE CAPITAL IMPROVEMENTS PLAN*			
	2023	2024	2025	2026	2027	2028
REVENUES:						
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600
Other (miscellaneous)		\$ 720,000	\$ 5,000	\$ 3,000	\$ -	
Other (special assessment)	\$ 303,000	\$ 306,000	\$ 309,100	\$ 312,200	\$ 315,300	\$ 318,500
Total Revenues:	\$ 303,600	\$ 1,026,600	\$ 314,700	\$ 315,800	\$ 315,900	\$ 319,100
EXPENDITURES:						
Operating expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital expenditures:						
Fire Station 1 & 2 Maintenance	\$ 121,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Station Alerting System - Station 2 & 3	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -
Auditing Fees	\$ 2,700	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000
Lawn Equipment	\$ -	\$ 2,600	\$ -	\$ -	\$ -	\$ -
Engine 513 - 1994 Pierce (Replace)	\$ -	\$ 290,000	\$ -	\$ -	\$ -	\$ -
Command Car 590 - 2015 Tahoe (Replace)	\$ -	\$ -	\$ 60,000	\$ -	\$ -	\$ -
Command Car 591 - 2018 Tahoe (Replace)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,000
Truck 541 - 2017 Rosenbauer Aerial (Refurbish)						\$ 220,000
Truck 542 - 2011 Smeal Aerial (Refurbish)	\$ -		\$ 220,000	\$ -	\$ -	\$ -
Fire Equipment	\$ 157,900	\$ 30,000	\$ 30,000	\$ 30,000	\$ 38,500	\$ 38,500
SCBA (54 Units, Replacements)		\$ 800,000				
Personal Protection Equipment	\$ 40,000	\$ 20,000	\$ 20,000	\$ 40,000	\$ 40,000	\$ 40,000
Total Expenditures:	\$ 346,600	\$ 1,174,600	\$ 362,000	\$ 102,000	\$ 110,500	\$ 390,500
TRANSFERS:						
From ARPA						
Total Transfers:						
FUND BALANCE:						
Net change in fund balance	\$ (43,000)	\$ (148,000)	\$ (47,300)	\$ 213,800	\$ 205,400	\$ (71,400)
Beginning fund balance (Estimated)	\$ 254,428	\$ 211,428	\$ 63,428	\$ 16,128	\$ 229,928	\$ 435,328
Ending Fund Balance:	\$ 211,428	\$ 63,428	\$ 16,128	\$ 229,928	\$ 435,328	\$ 363,928

FIRE FUND - 212 Station Facilities

	CAPITAL IMPROVEMENT PLAN					
	2023 - 2028 ILLUSTRATIVE CAPITAL IMPROVEMENTS PLAN					
REVENUES:	2023	2024	2025	2026	2027	2028
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600	\$ 600
Other (miscellaneous)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other (special assessment fund 212)	\$ 202,000	\$ 204,000	\$ 206,000	\$ 208,100	\$ 210,200	\$ 212,300
Other (to 206)	\$ (85,000)	\$ -	\$ -	\$ -		
Total Revenues:	\$ 117,600	\$ 204,600	\$ 206,600	\$ 208,700	\$ 210,800	\$ 212,900
EXPENDITURES:						
Operating expenditures						
Capital expenditures:						
Fire Station 1 Station Replacement		\$ 200,000	\$ 1,000,000	\$ 250,000	\$ 250,000	\$ 250,000
Total Expenditures:	\$ -	\$ 200,000	\$ 1,000,000	\$ 250,000	\$ 250,000	\$ 250,000
FUND BALANCE:						
Net change in fund balance	\$ 117,600	\$ 4,600	\$ (793,400)	\$ (41,300)	\$ (39,200)	\$ (37,100)
Beginning fund balance (Estimated)	\$ 966,166	\$ 1,083,766	\$ 1,088,366	\$ 294,966	\$ 253,666	\$ 214,466
Ending Fund Balance:	\$ 1,083,766	\$ 1,088,366	\$ 294,966	\$ 253,666	\$ 214,466	\$ 177,366

POLICE FUND 207

	CAPITAL IMPROVEMENT PLAN		2023 - 2028 ILLUSTRATIVE CAPITAL IMPROVEMENTS PLAN				
REVENUES:	2023	2024	2025	2026	2027	2028	
Licenses and permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Ordinance, parking and other violations	\$ 37,000	\$ 37,000	\$ 37,000	\$ 37,000	\$ 37,000	\$ 37,000	
State grants	\$ 25,000	\$ 25,000	\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000	
Interest and rentals	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	
Other (Assessment)	\$ 1,468,000	\$ 1,482,700	\$ 1,497,500	\$ 1,512,500	\$ 1,527,600	\$ 1,542,900	
Total Revenues:	\$ 1,535,000	\$ 1,549,700	\$ 1,561,500	\$ 1,576,500	\$ 1,591,600	\$ 1,606,900	
EXPENDITURES:							
Operating expenditures*	\$ 1,476,088	\$ 1,690,400	\$ 1,741,100	\$ 1,793,300	\$ 1,847,100	\$ 1,902,500	
Capital expenditures (facility upgrades)	\$ 2,000						
Total Expenditures:	\$ 1,478,088	\$ 1,690,400	\$ 1,741,100	\$ 1,793,300	\$ 1,847,100	\$ 1,902,500	
FUND BALANCE:							
Net change in fund balance	\$ 56,912	\$ (140,700)	\$ (179,600)	\$ (216,800)	\$ (255,500)	\$ (295,600)	
Beginning fund balance (Estimated)	\$ 1,717,191	\$ 1,774,103	\$ 1,633,403	\$ 1,453,803	\$ 1,237,003	\$ 981,503	
Ending Fund Balance:	\$ 1,774,103	\$ 1,633,403	\$ 1,453,803	\$ 1,237,003	\$ 981,503	\$ 685,903	

*(1) Additional Supervisory Position 2024

STREET LIGHT FUND 219

	CAPITAL IMPROVEMENT PLAN		2023 - 2028 ILLUSTRATIVE CAPITAL IMPROVEMENTS PLAN			
	2023	2024	2025	2026	2027	2028
REVENUES:						
Interest	\$ 300	\$ 500	\$ 500	\$ 500	\$ 500	\$ 501
Other (Assessment)	\$ 177,000	\$ 178,800	\$ 180,600	\$ 182,400	\$ 184,200	\$ 186,000
Total Revenues:	\$ 177,000	\$ 178,800	\$ 180,600	\$ 182,400	\$ 184,200	\$ 186,000
EXPENDITURES:						
Operating expenditures	\$ 145,800	\$ 130,000	\$ 125,000	\$ 120,000	\$ 115,000	\$ 115,000
Capital expenditures: LED Conversion/Improvements	\$ 30,000	\$ 45,000	\$ 48,000	\$ 50,000	\$ 55,000	\$ 55,000
Total Expenditures:	\$ 175,800	\$ 175,000	\$ 173,000	\$ 170,000	\$ 170,000	\$ 170,000
FUND BALANCE:						
Net change in fund balance	\$ 1,200	\$ 3,800	\$ 7,600	\$ 12,400	\$ 14,200	\$ 16,000
Beginning fund balance (Estimated)	\$ 12,757	\$ 13,957	\$ 17,757	\$ 25,357	\$ 37,757	\$ 51,957
Ending Fund Balance:	\$ 13,957	\$ 17,757	\$ 25,357	\$ 37,757	\$ 51,957	\$ 67,957

WATER FUND 491

	CAPITAL IMPROVEMENT PLAN					
	2023 - 2028 ILLUSTRATIVE CAPITAL IMPROVEMENTS PLAN					
REVENUES:	2023	2024	2025	2026	2027	2028
Connectons, Surcharges, Assessments & Benefit Fees	\$ 118,000	\$ 122,000	\$ 126,000	\$ 130,000	\$ 134,000	
Sewer Fund Repaymnet (Potential)				\$ 100,000	\$ 100,000	\$ 100,000
Interest	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	
Other (Miscellaneous)	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Revenues:	\$ 120,000	\$ 124,000	\$ 128,000	\$ 232,000	\$ 236,000	\$ 100,000
EXPENDITURES:						
Operating expenditures	\$ 94,764	\$ 97,600	\$ 100,500	\$ 103,500	\$ 106,600	\$ 109,800
Loan to Sewer Fund (Potential)			\$ 1,200,000			
Capital expenditures:*						
W Main St, 7th to 8th St, 12-inch (w/Phase 1 sewer)	\$ 245,000					
11th St, N Ave to Parkview, 12-inch (w/Phase 2 sewer)						
Frie & Gibbs Plat, 8-inch (w/Phase 2 sewer)						
Total Expenditures:	\$ 339,764	\$ 97,600	\$ 1,300,500	\$ 103,500	\$ 106,600	\$ 109,800
FUND BALANCE:						
Net change in fund balance	\$ (219,764)	\$ 26,400	\$ (1,172,500)	\$ 128,500	\$ 129,400	\$ (9,800)
Beginning fund balance (Estimated)	\$ 2,144,458	\$ 1,924,694	\$ 1,951,094	\$ 778,594	\$ 907,094	\$ 1,036,494
Ending Fund Balance:	\$ 1,924,694	\$ 1,951,094	\$ 778,594	\$ 907,094	\$ 1,036,494	\$ 1,026,694

SODA FUND 247

	CAPITAL IMPROVEMENT PLAN		2023 - 2028 ILLUSTRATIVE CAPITAL IMPROVEMENTS PLAN			
	2023	2024	2025	2026	2027	2028
REVENUES:						
Property tax captures	\$ 75,000	\$ 75,800	\$ 76,600	\$ 77,400	\$ 78,200	\$ 79,000
Interest	\$ 100	\$ 102	\$ 104	\$ 106	\$ 108	\$ 110
Total Revenues:	\$ 75,100	\$ 75,902	\$ 76,704	\$ 77,506	\$ 78,308	\$ 79,110
EXPENDITURES:						
Operating expenditures	\$ 9,000	\$ 9,300	\$ 9,600	\$ 9,900	\$ 10,200	\$ 10,500
Capital expenditures:						
Drake Road Nonmotorized Path (Payment)	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,001
Safety Improvements TBD	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures:	\$ 74,000	\$ 39,300	\$ 39,600	\$ 39,900	\$ 40,200	\$ 40,501
FUND BALANCE:						
Net change in fund balance	\$ 1,100	\$ 36,602	\$ 37,104	\$ 37,606	\$ 38,108	\$ 38,609
Beginning fund balance (Estimated)	\$ 112,245	\$ 113,345	\$ 149,947	\$ 187,051	\$ 224,657	\$ 262,765
Ending Fund Balance:	\$ 113,345	\$ 149,947	\$ 187,051	\$ 224,657	\$ 262,765	\$ 301,375

LOCAL ROADS FUND 204

	CAPITAL IMPROVEMENT PLAN	2023 - 2028 ILLUSTRATIVE CAPITAL IMPROVEMENTS PLAN				
	2023	2024	2025	2026	2027	2028
REVENUES:						
Property taxes	\$ 1,034,000	\$ 1,044,300	\$ 1,054,700	\$ 1,065,200	\$ 1,075,900	\$ 1,086,700
Carryover	\$ 50,000					
Interest	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200
PAR Funds from RCKC (pays construction portion; funds do not actually run through Twp)	\$ 240,000	\$ 240,000	\$ 240,000	\$ 240,000	\$ 240,000	\$ 240,000
Total Revenues:	\$ 1,325,200	\$ 1,285,500	\$ 1,295,900	\$ 1,306,400	\$ 1,317,100	\$ 1,327,900
EXPENDITURES:						
Operating expenditures	\$ 108,757	\$ 112,000	\$ 115,400	\$ 118,900	\$ 122,500	\$ 126,200
Traffic Calming Studies	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Capital expenditures:*						
8th St Reconstruction - KL Ave to W Main (TBD)		\$ 20,000				
Atlantic/Parkview Intersection Realignment	\$ 30,000			\$ 200,000		
Seeco Drive Rd Extension	\$ 50,000	\$ 500,000				
Traffic Analysis - Drake Rd	\$ 15,000					
Preventative Maintenance	\$ 740,000	\$ 740,000	\$ 740,000	\$ 740,000	\$ 740,000	\$ 740,000
STORMWATER/DRAINAGE PROJECTS						
General Stormwater Investigations & Repairs	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Maple Hill Dr Basin, KCDC Petition w/ Upgrades						
Total Expenditures:	\$ 958,757	\$ 1,382,000	\$ 865,400	\$ 1,068,900	\$ 872,500	\$ 876,200
OTHER FINANCING SOURCES (USES)						
Transfers to Sewer (Local Road Reconstruction)	\$ (350,000)	\$ (350,000)	\$ (350,000)	\$ (350,000)	\$ (350,000)	\$ (350,000)
Total other financing sources:	\$ (350,000)	\$ (350,000)	\$ (350,000)	\$ (350,000)	\$ (350,000)	\$ (350,000)
FUND BALANCE:						
Net change in fund balance	\$ 16,443	\$ (446,500)	\$ 80,500	\$ (112,500)	\$ 94,600	\$ 101,700
Beginning fund balance (Estimated)	\$ 453,033	\$ 469,476	\$ 22,976	\$ 103,476	\$ (9,024)	\$ 85,576
Ending Fund Balance:	\$ 469,476	\$ 22,976	\$ 103,476	\$ (9,024)	\$ 85,576	\$ 187,276

ARPA FUND 297

	2022 Current CIP	Capital Improvement Plan	2023 - 2028 ILLUSTRATIVE CAPITAL IMPROVEMENTS PLAN		
	2022	2023	2024	2025	2026
REVENUES:					
Grants	\$ 1,218,490	\$ -	\$ -	\$ -	\$ -
Interest	\$ 1,000	\$ 1,000	\$ 500	\$ 500	\$ 200
Total Revenues:	\$ 1,219,490	\$ 1,000	\$ 500	\$ 500	\$ 200
EXPENDITURES:					
Operating expenditures	\$ 10,000	\$ 10,200	\$ 10,404	\$ 10,612	\$ 10,824
Capital expenditures:					
Transfer to General (sidewalks)		\$ 260,000	\$ 553,282		
Transfer for Roof project			\$ 500,000		
Transfer to General (Digitize records)		\$ 64,500	\$ 255,500		
Transfer to General (Master Plan)		\$ 140,000	\$ 140,000		
Transfer to General (Communication Specialist)		\$ 50,000			
Transfer to Fire capital (truck)	\$ 200,000	\$ -			
Transfer to Parks		\$ 20,000	\$ 200,000		
Total Expenditures:	\$ 210,000	\$ 544,700	\$ 1,659,186	\$ 10,612	\$ 10,824
FUND BALANCE:					
Net change in fund balance	\$ 1,009,490	\$ (543,700)	\$ (1,658,686)	\$ (10,112)	\$ (10,624)
Beginning fund balance (Estimated)	\$ 1,213,632	\$ 2,223,122	\$ 1,679,422	\$ 20,736	\$ 10,624
Ending Fund Balance:	\$ 2,223,122	\$ 1,679,422	\$ 20,736	\$ 10,624	\$ (0)

DDA FUND 900

	CAPITAL IMPROVEMENT PLAN	2023 - 2028 ILLUSTRATIVE CAPITAL IMPROVEMENTS PLAN				
	2023	2024	2025	2026	2027	2028
REVENUES:						
Property tax captures	\$ 190,000	\$ 191,900	\$ 193,800	\$ 195,700	\$ 197,700	\$ 199,700
Miscellaneous (Personal Property Loss)	\$ -	\$ -	\$ -	\$ -		
Interest	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Other				\$ 1,400,000		
Total Revenues:	\$ 191,000	\$ 192,900	\$ 194,800	\$ 1,596,700	\$ 198,700	\$ 200,700
EXPENDITURES:						
Operating expenditures	\$ 84,750	\$ 55,300	\$ 35,900	\$ 37,000	\$ 38,100	\$ 39,200
Capital expenditures:						
Property Acquisition*	\$ 95,000	\$ 89,225	\$ 87,125	\$ 89,938	\$ 87,663	\$ 90,300
Transportation Network (Atlantic Expansion) TBD		\$ 50,000	\$ 50,000	\$ 1,500,000		
Stadium Nonmotorized (South) Grants, TBD						
Grants Loan Program	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Total Expenditures:	\$ 189,750	\$ 204,525	\$ 183,025	\$ 1,636,938	\$ 135,763	\$ 139,500
FUND BALANCE:						
Net change in fund balance	\$ 1,250	\$ (11,625)	\$ 11,775	\$ (40,238)	\$ 62,937	\$ 61,200
Beginning fund balance (Estimated)	\$ 55,000	\$ 56,250	\$ 44,625	\$ 56,400	\$ 16,162	\$ 79,099
Ending Fund Balance:	\$ 56,250	\$ 44,625	\$ 56,400	\$ 16,162	\$ 79,099	\$ 140,299

*Fund balance reflects \$300k less, if property acquisition moves forward and down payment made in 2022 (TBD).

Memorandum



Date: 15 November 2022
To: Township Board
From: Sara Feister, HR/Benefit Coordinator
Subject: Revision to Ord 407, Section 105.007– Retiree Health Care Defined Contribution Plan Ordinance to 2023 Accrual Based Program

Objective

Requesting Board approval to revise the Retiree Health Care Defined Contribution Plan Ordinance to match the move to an accrual based, per pay period, contribution as previously approved by the Board. The intention is to accept Ordinance revisions for First Reading, and to set Second Reading on December 13th.

Background

The Board approved the per pay period accrual-based contribution in September 2022. There is a need to revise the language in the Ordinance to accommodate the accrual-based change.

Information Provided

1. Redline of Ord 407 Section 105.007– Retiree Health Care Defined Contribution Plan Ordinance

OSHTEMO CHARTER TOWNSHIP ORDINANCE NO. _____

Adopted: _____

Effective: _____

OSHTEMO CHARTER TOWNSHIP ORDINANCE

An Ordinance to amend the Oshtemo Charter Township Employee Benefits (Ordinance No. 407, as amended), specifically Section 105.007, and to repeal all Ordinances or parts of Ordinances in conflict.

OSHTEMO CHARTER TOWNSHIP
KALAMAZOO COUNTY, MICHIGAN
ORDAINS:

SECTION I. AMENDMENT OF COMPILED SECTION 105.007, RETIREE HEALTH CARE DEFINED CONTRIBUTION PLAN. Compiled Section 105.007 is amended to read as follows:

Section 105.007– Retiree Health Care Defined Contribution Plan

Sec. VII

The Oshtemo Charter Township Board shall determine the annual reimbursement for retirees' medical insurance premiums and the annual contribution the Township will make toward the Retiree Health Care Defined Contribution Plan created, established, and contracted for under this Ordinance. ~~Each eligible officials and/or employees (as are enumerated in the table in Section III) who is employed by the Township on December 31st is eligible for the Retiree Health Care Defined Contribution Plan.~~ Individuals eligible for retiree health benefits prior to November 21, 2012, shall be reimbursed for medical, dental, and vision insurance premiums for themselves, and/or for their spouse (during the employee's

lifetime), up to the annual set amount determined by the Township Board and are not entitled to participate in the Retiree Health Care Defined Contribution Plan.

SECTION II.

EFFECTIVE DATE. This Ordinance shall take effect upon publication after adoption in accordance with State law. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

DUSTY FARMER, CLERK
OSHTEMO CHARTER TOWNSHIP

OSHTEMO CHARTER TOWNSHIP ORDINANCE NO. _____

Adopted: _____

Effective: _____

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Sec. VII

The Oshtemo Charter Township Board shall determine the annual reimbursement for retirees' medical insurance premiums and the annual contribution the Township will make toward the Retiree Health Care Defined Contribution Plan created, established, and contracted for under this Ordinance. Eligible officials and/or employees are enumerated in the table in Section III. Individuals eligible for retiree health benefits prior to November 21, 2012, shall be reimbursed for medical, dental, and vision insurance premiums for themselves, and/or for their spouse (during the employee's lifetime), up to the annual set amount determined by the Township Board and are not entitled to participate in the Retiree Health Care Defined Contribution Plan.

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DUSTY FARMER, CLERK
OSHTEMO CHARTER TOWNSHIP