

TUSCARORA TOWNSHIP
3546 S. Straits Hwy, Indian River, MI 49749
November 7, 2023 7:00 PM REGULAR MEETING
AGENDA

1. Call to order
2. Pledge to flag
3. Roll call
4. Board member conflict of interest statement (if applicable)
5. Approval of meeting agenda
6. Public Comment of agenda items (up to 3 minutes on agenda items only)
7. Approval of consent agenda
 - a. Bills Report
 - b. Treasurer Report
 - c. Minutes
 - d. Correspondence
 - e. Reports:
 - Airport
 - Assessor
 - DDA
 - Economic Development
 - FOIA
 - Library
 - Parks
 - Police
 - Sewer
8. Old business
 - a. Hangar Lease
 - b. IT Contract
 - c. Community Trash Day
 - d. Blight Elimination Grant Bills
9. New business
 - a. North Star Gardens Presentation
 - b. Sewer Operation Contract
 - c. Nabanois Petitions
 - d. Kolb Resolution
10. Public comments (up to 3 minutes)
11. Board comments
12. Adjournment

Bills/Invoices/Revenue & Expenditure Report

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
8400	MILAN SUPPLY COMPANY	08/15/2023	11/20/2023	13,537.14	13,537.14	Open	N
8401	MILAN SUPPLY COMPANY	09/27/2023	10/22/2023	6,320.00	6,320.00	Open	N
	Total for vendor 00322 - 6031 S STRAITS HWY:			19,857.14	19,857.14		
8196	9 OAKS INN	09/03/2023	10/03/2023	240.00	0.00	Paid	Y
8197	9 OAKS INN	09/03/2023	10/03/2023	300.00	0.00	Paid	Y
8198	9 OAKS INN	09/03/2023	10/03/2023	240.00	0.00	Paid	Y
8199	9 OAKS INN	09/03/2023	10/03/2023	240.00	0.00	Paid	Y
8319	9 OAKS INN	10/02/2023	11/03/2023	1,320.00	0.00	Paid	Y
	Total for vendor 00745 - 9 OAKS INN:			2,340.00	0.00		
8371	ACCIDENT FUND OF MICHIGAN	10/16/2023	11/10/2023	2,409.00	0.00	Paid	Y
8350	ALERUS FINANCIAL	10/26/2023	10/26/2023	137.50	0.00	Paid	Y
8303	ALL-AMERICAN PUBLISHING	09/27/2023	10/31/2023	225.00	0.00	Paid	Y
8308	AMERICAN LEGAL PUBLISHING CORP	10/10/2023	11/03/2023	400.00	0.00	Paid	Y
8252	BARB ALGENSTEDT	09/20/2023	10/01/2023	120.00	0.00	Paid	Y
8341	BARB ALGENSTEDT	10/06/2023	11/10/2023	60.00	0.00	Paid	Y
	Total for vendor 00025 - BARB ALGENSTEDT:			180.00	0.00		
8171	BLARNEY CASTLE OIL CO	08/30/2023	09/29/2023	759.59	0.00	Paid	Y
8172	BLARNEY CASTLE OIL CO	08/30/2023	09/29/2023	1,257.58	0.00	Paid	Y
	Total for vendor 00069 - BLARNEY CASTLE OIL CO:			2,017.17	0.00		
8318	BRIDGEWATER EXCAVATING	10/10/2023	11/03/2023	760.00	0.00	Paid	Y
8205	BRUCE THOMPSON	09/12/2023	10/03/2023	1,570.00	0.00	Paid	Y
8212	BS&A SOFTWARE	09/08/2023	10/08/2023	500.00	0.00	Paid	Y
8332	BS&A SOFTWARE	10/17/2023	11/16/2023	2,545.00	0.00	Paid	Y
8360	BS&A SOFTWARE	11/01/2023	11/30/2023	955.00	0.00	Paid	Y
	Total for vendor 00086 - BS&A SOFTWARE:			4,000.00	0.00		
8170	CAR QUEST AUTO PARTS	08/29/2023	09/28/2023	197.82	0.00	Paid	Y
8193	CAR QUEST AUTO PARTS	09/08/2023	09/22/2023	36.06	0.00	Paid	Y
8194	CAR QUEST AUTO PARTS	09/13/2023	09/27/2023	17.37	0.00	Paid	Y
8195	CAR QUEST AUTO PARTS	09/11/2023	09/25/2023	5.96	0.00	Paid	Y
8215	CAR QUEST AUTO PARTS	09/18/2023	10/03/2023	125.71	0.00	Paid	Y
8216	CAR QUEST AUTO PARTS	09/14/2023	10/03/2023	37.16	0.00	Paid	Y
8217	CAR QUEST AUTO PARTS	09/12/2023	10/03/2023	243.46	0.00	Paid	Y
8249	CAR QUEST AUTO PARTS	09/25/2023	10/01/2023	32.05	0.00	Paid	Y
8322	CAR QUEST AUTO PARTS	10/03/2023	11/03/2023	15.49	0.00	Paid	Y
8323	CAR QUEST AUTO PARTS	09/27/2023	11/03/2023	14.28	0.00	Paid	Y
8324	CAR QUEST AUTO PARTS	09/25/2023	11/03/2023	23.98	0.00	Paid	Y
8325	CAR QUEST AUTO PARTS	10/02/2023	11/03/2023	11.29	0.00	Paid	Y
8326	CAR QUEST AUTO PARTS	10/13/2023	11/03/2023	29.95	0.00	Paid	Y
8327	CAR QUEST AUTO PARTS	10/09/2023	11/03/2023	16.68	0.00	Paid	Y
8328	CAR QUEST AUTO PARTS	10/06/2023	11/03/2023	94.99	0.00	Paid	Y
8329	CAR QUEST AUTO PARTS	10/02/2023	11/03/2023	65.53	0.00	Paid	Y
8330	CAR QUEST AUTO PARTS	09/29/2023	11/03/2023	76.70	0.00	Paid	Y

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8337	CAR QUEST AUTO PARTS	10/19/2023	11/10/2023	100.85	0.00	Paid	Y
8355	CAR QUEST AUTO PARTS	10/17/2023	11/10/2023	33.38	0.00	Paid	Y
8356	CAR QUEST AUTO PARTS	10/24/2023	11/10/2023	11.18	0.00	Paid	Y
8357	CAR QUEST AUTO PARTS	10/24/2023	11/10/2023	55.64	0.00	Paid	Y
8378	CAR QUEST AUTO PARTS	10/31/2023	11/10/2023	137.40	0.00	Paid	Y
8393	CAR QUEST AUTO PARTS	11/01/2023	11/10/2023	29.56	0.00	Paid	Y
Total for vendor 00093 - CAR QUEST AUTO PARTS:				1,412.49	0.00		
8347	CARDIO PARTNERS	03/14/2023	04/14/2023	2,137.92	0.00	Paid	Y
8305	CENTER POINT LARGE PRINT	10/01/2023	11/01/2023	44.94	0.00	Paid	Y
8244	CHARTER COMMUNICATIONS	09/14/2023	09/14/2023	239.94	0.00	Paid	Y
8268	CHARTER COMMUNICATIONS	09/18/2023	10/05/2023	231.91	0.00	Paid	Y
8348	CHARTER COMMUNICATIONS	10/18/2023	11/04/2023	233.52	0.00	Paid	Y
8351	CHARTER COMMUNICATIONS	10/18/2023	11/04/2023	39.99	0.00	Paid	Y
8352	CHARTER COMMUNICATIONS	10/14/2023	11/13/2023	239.94	0.00	Paid	Y
Total for vendor 00513 - CHARTER COMMUNICATIONS:				985.30	0.00		
8311	CHASKEY'S SEPTIC SERVICE, IN.	10/01/2023	11/03/2023	649.60	0.00	Paid	Y
8272	CHEB. CTY. ROAD COMM.	08/28/2023	10/31/2023	129,633.58	0.00	Paid	Y
8192	CHEBOYGAN CONSERVATION DISTRICT	09/06/2023	09/06/2023	40.00	0.00	Paid	Y
8264	CINCINNATI LIFE INSURANCE CO.	09/25/2023	09/10/2023	675.25	0.00	Paid	Y
8263	ELAN FINANCIAL SERVICES	09/18/2023	10/15/2023	5,389.30	0.00	Paid	Y
8395	ELAN FINANCIAL SERVICES	10/27/2023	11/24/2023	4,557.33	4,557.33	Open	N
Total for vendor 00715 - CITIZENS NTL BANK VISA COMM CARD:				9,946.63	4,557.33		
8299	CLASSIC CLEANING	09/02/2023	10/26/2023	70.00	0.00	Paid	Y
8317	CLASSIC CLEANING	09/26/2023	11/03/2023	547.50	0.00	Paid	Y
8369	CLASSIC CLEANING	10/26/2023	11/10/2023	547.50	0.00	Paid	Y
Total for vendor 00126 - CLASSIC CLEANING:				1,165.00	0.00		
8309	CMP DISTRIBUTORS, INC	10/16/2023	11/03/2023	907.00	0.00	Paid	Y
8273	CONSUMERS ENERGY	09/26/2023	10/21/2023	112.06	0.00	Paid	Y
8274	CONSUMERS ENERGY	09/26/2023	10/24/2023	34.15	0.00	Paid	Y
8275	CONSUMERS ENERGY	09/26/2023	10/24/2023	216.51	0.00	Paid	Y
8276	CONSUMERS ENERGY	09/25/2023	10/24/2023	74.21	0.00	Paid	Y
8277	CONSUMERS ENERGY	09/25/2023	10/24/2023	38.01	0.00	Paid	Y
8278	CONSUMERS ENERGY	09/26/2023	10/24/2023	36.10	0.00	Paid	Y
8279	CONSUMERS ENERGY	09/25/2023	10/24/2023	32.09	0.00	Paid	Y
8280	CONSUMERS ENERGY	09/26/2023	10/24/2023	31.25	0.00	Paid	Y
8281	CONSUMERS ENERGY	09/26/2023	10/24/2023	40.35	0.00	Paid	Y
8282	CONSUMERS ENERGY	09/26/2023	10/24/2023	44.34	0.00	Paid	Y
8283	CONSUMERS ENERGY	09/26/2023	10/27/2023	36.92	0.00	Paid	Y
8284	CONSUMERS ENERGY	09/26/2023	10/27/2023	85.48	0.00	Paid	Y
8285	CONSUMERS ENERGY	09/27/2023	10/27/2023	43.93	0.00	Paid	Y
8286	CONSUMERS ENERGY	09/26/2023	10/27/2023	68.15	0.00	Paid	Y
8287	CONSUMERS ENERGY	09/26/2023	10/27/2023	28.92	0.00	Paid	Y
8288	CONSUMERS ENERGY	09/27/2023	10/27/2023	28.79	0.00	Paid	Y

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8289	CONSUMERS ENERGY	09/26/2023	10/27/2023	29.75	0.00	Paid	Y
8290	CONSUMERS ENERGY	09/26/2023	10/27/2023	34.69	0.00	Paid	Y
8291	CONSUMERS ENERGY	09/27/2023	10/27/2023	53.16	0.00	Paid	Y
8292	CONSUMERS ENERGY	09/27/2023	10/27/2023	34.98	0.00	Paid	Y
8293	CONSUMERS ENERGY	09/24/2023	10/17/2023	2,498.90	0.00	Paid	Y
8294	CONSUMERS ENERGY	09/30/2023	10/31/2023	1,491.23	0.00	Paid	Y
8295	CONSUMERS ENERGY	09/30/2023	10/31/2023	137.59	0.00	Paid	Y
8296	CONSUMERS ENERGY	09/30/2023	10/31/2023	409.91	0.00	Paid	Y
8364	CONSUMERS ENERGY	10/20/2023	11/13/2023	383.33	0.00	Paid	Y
8365	CONSUMERS ENERGY	10/20/2023	11/14/2023	79.30	0.00	Paid	Y
8366	CONSUMERS ENERGY	10/19/2023	11/10/2023	37.05	0.00	Paid	Y
8367	CONSUMERS ENERGY	10/19/2023	11/10/2023	66.64	0.00	Paid	Y
8368	CONSUMERS ENERGY	10/23/2023	11/17/2023	38.44	0.00	Paid	Y
8373	CONSUMERS ENERGY	10/24/2023	11/16/2023	2,269.47	0.00	Paid	Y
8382	CONSUMERS ENERGY	10/27/2023	11/21/2023	72.25	0.00	Paid	Y
8383	CONSUMERS ENERGY	10/27/2023	11/21/2023	209.70	0.00	Paid	Y
8384	CONSUMERS ENERGY	10/27/2023	11/21/2023	45.81	0.00	Paid	Y
8385	CONSUMERS ENERGY	10/27/2023	11/21/2023	40.29	0.00	Paid	Y
8386	CONSUMERS ENERGY	10/27/2023	11/21/2023	31.98	0.00	Paid	Y
8387	CONSUMERS ENERGY	10/27/2023	11/21/2023	33.35	0.00	Paid	Y
8388	CONSUMERS ENERGY	10/27/2023	11/21/2023	37.93	0.00	Paid	Y
8389	CONSUMERS ENERGY	10/27/2023	11/20/2023	38.77	0.00	Paid	Y
8390	CONSUMERS ENERGY	10/27/2023	11/21/2023	46.09	0.00	Paid	Y
8391	CONSUMERS ENERGY	10/27/2023	11/21/2023	102.71	0.00	Paid	Y
8392	CONSUMERS ENERGY	10/30/2023	11/24/2023	53.98	0.00	Paid	Y
Total for vendor 00136 - CONSUMERS ENERGY:				9,228.56	0.00		
8370	CUMMINGS, MCLOREY, DAVIS & ACHO	10/18/2023	11/10/2023	590.47	0.00	Paid	Y
8396	CUMMINGS, MCLOREY, DAVIS & ACHO	10/18/2023	11/20/2023	320.00	320.00	Open	N
8397	CUMMINGS, MCLOREY, DAVIS & ACHO	10/18/2023	11/20/2023	180.00	180.00	Open	N
Total for vendor 00753 - CUMMINGS, MCLOREY, DAVIS & ACHO:				1,090.47	500.00		
8336	DAN'S AUTO REPAIR	10/20/2023	11/10/2023	857.14	0.00	Paid	Y
8358	DAN'S AUTO REPAIR	09/05/2023	10/05/2023	100.00	0.00	Paid	Y
Total for vendor 00150 - DAN'S AUTO REPAIR:				957.14	0.00		
8200	DECKA DIGITAL	09/08/2023	10/03/2023	109.42	0.00	Paid	Y
8374	DECKER AGENCY	10/27/2023	11/26/2023	300.00	0.00	Paid	Y
8306	DEMCO	10/11/2023	11/01/2023	708.80	0.00	Paid	Y
8398	DTE GAS	10/25/2023	11/20/2023	2,400.00	2,400.00	Open	N
8298	DTE ENERGY	09/29/2023	10/23/2023	207.87	0.00	Paid	Y
8186	EMMET COUNTY	08/31/2023	09/30/2023	110.40	0.00	Paid	Y
8315	EMMET COUNTY	09/30/2023	10/30/2023	138.00	0.00	Paid	Y
Total for vendor 00176 - EMMET COUNTY:				248.40	0.00		
8375	ETNA SUPPLY	09/25/2023	10/25/2023	1,349.34	0.00	Paid	Y
8248	FAHRNER ASPHALT SEALERS LLC	09/21/2023	10/01/2023	16,612.00	0.00	Paid	Y

BOTH OPEN AND PAID

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8301	FOSTER SWIFT	08/31/2023	10/26/2023	117.50	0.00	Paid	Y
8399	FRANK FOSTER	10/23/2023	11/20/2023	18,300.00	18,300.00	Open	N
8258	GATEHOUSE MEDIA MICHIGAN HOLDINGS, 09/20/2023	09/20/2023		145.41	0.00	Paid	Y
8316	GATEHOUSE MEDIA MICHIGAN HOLDINGS, 10/01/2023	10/20/2023		53.58	0.00	Paid	Y
Total for vendor 00704 - GATEHOUSE MEDIA MICHIGAN HOLDINGS, :				198.99	0.00		
8333	GFL ENVIRONMENTAL USA INC - TRASH	09/30/2023	10/30/2023	353.51	0.00	Paid	Y
8381	GFL ENVIRONMENTAL USA INC - TRASH	09/30/2023	11/10/2023	534.84	0.00	Paid	Y
Total for vendor 00520 - GFL ENVIRONMENTAL USA, INC.:				888.35	0.00		
8353	GREAT LAKES ENERGY	10/13/2023	11/02/2023	15.62	0.00	Paid	Y
8261	GREAT LAKES SERVICES NM LLC	09/15/2023	09/15/2023	5,000.00	0.00	Paid	Y
8259	HAVILAND PRODUCTS COMPANY	09/15/2023	10/15/2023	1,533.80	0.00	Paid	Y
8345	HURST MECHANICAL	09/25/2023	10/25/2023	1,274.60	0.00	Paid	Y
8376	JORDAN VALLEY DIST LIBRARY	10/08/2023	11/10/2023	0.00	0.00	Void	N
8239	K & J SEPTIC SERVICE	09/18/2023	09/18/2023	320.00	0.00	Paid	Y
8338	K & J SEPTIC SERVICE	10/17/2023	11/16/2023	320.00	0.00	Paid	Y
Total for vendor 00256 - K & J SEPTIC SERVICE:				640.00	0.00		
8221	KIRTLAND COMM. COLLEGE	09/13/2023	10/12/2023	8,772.00	0.00	Paid	Y
8339	KSS ENTERPRISES	10/11/2023	11/10/2023	166.42	0.00	Paid	Y
8342	LEIGH ANN SOCHA	10/06/2023	11/10/2023	60.00	0.00	Paid	Y
8182	M&M PLUMBING	08/31/2023	08/31/2023	763.40	0.00	Paid	Y
8343	M&M PLUMBING	08/11/2023	08/11/2023	531.25	0.00	Paid	Y
8344	M&M PLUMBING	09/29/2023	09/29/2023	1,707.27	0.00	Paid	Y
Total for vendor 00333 - M&M PLUMBING:				3,001.92	0.00		
8349	MCLAREN NORTHERN MICHIGAN HOSPITAL	10/18/2023	11/10/2023	16.80	0.00	Paid	Y
8247	MEAD & HUNT	09/24/2023	10/01/2023	5,986.74	0.00	Paid	Y
8335	MEAD & HUNT	10/20/2023	11/10/2023	6,050.00	0.00	Paid	Y
Total for vendor 00303 - MEAD & HUNT:				12,036.74	0.00		
8240	MESSA	09/08/2023	10/01/2023	9,554.07	0.00	Paid	Y
8334	MESSA	10/13/2023	11/01/2023	9,554.07	0.00	Paid	Y
Total for vendor 00588 - MESSA:				19,108.14	0.00		
8307	MICHIGAN CHAMBER OF COMMERCE	10/19/2023	11/03/2023	48.50	0.00	Paid	Y
8304	MIDWEST TAPE LLC	10/01/2023	11/01/2023	366.09	0.00	Paid	Y
8243	MUNICIPAL EMP. RETIREMENT	09/30/2023	10/20/2023	11,282.40	0.00	Paid	Y
8354	MUNICIPAL EMP. RETIREMENT	10/31/2023	11/20/2023	11,054.65	0.00	Paid	Y
Total for vendor 00339 - MUNICIPAL EMP. RETIREMENT:				22,337.05	0.00		
8211	NORTH STAR GARDENS	09/12/2023	10/03/2023	870.32	0.00	Paid	Y
8257	NORTH STAR STONE	07/24/2023	10/03/2023	2,581.36	0.00	Paid	Y
8255	OTWELL MAWBY, PC	09/12/2023	10/01/2023	835.00	0.00	Paid	Y
8209	P.A.C. SANITATION INC.	09/11/2023	10/03/2023	2,595.00	0.00	Paid	Y
8250	PITNEY BOWES PURCHASE POWER	09/08/2023	10/05/2023	560.45	0.00	Paid	Y

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8314	PITNEY BOWES PURCHASE POWER	10/08/2023	11/05/2023	1,028.91	0.00	Paid	Y
	Total for vendor 00380 - PITNEY BOWES PURCHASE POWER:			1,589.36	0.00		
8206	PITNEY BOWES, INC.	08/30/2023	09/29/2023	217.68	0.00	Paid	Y
8313	PLUNKETT COONEY	10/03/2023	11/03/2023	848.80	0.00	Paid	Y
8213	POLLARD'S QUICK LUBE	08/31/2023	10/03/2023	33.98	0.00	Paid	Y
8320	POLLARD'S QUICK LUBE	09/30/2023	11/03/2023	105.07	0.00	Paid	Y
	Total for vendor 00385 - POLLARD'S QUICK LUBE:			139.05	0.00		
8251	PRECISION CARTRIDGE, INC.	09/15/2023	10/01/2023	723.92	0.00	Paid	Y
8362	PRESQUE ISLE ELEC. COOP.	10/13/2023	11/10/2023	0.00	0.00	Void	Y
8363	PRESQUE ISLE ELEC. COOP.	10/13/2023	10/25/2023	17.59	0.00	Paid CR	Y
8346	PRESQUE ISLE ELEC. COOP.	10/13/2023	11/13/2023	50.10	0.00	Paid	Y
8361	PRESQUE ISLE ELEC. COOP.	10/13/2023	11/04/2023	12.00	0.00	Paid	Y
	Total for vendor 00389 - PRESQUE ISLE ELEC. COOP.:			79.69	0.00		
8380	PROJECT ARTS & IDEAS	10/08/2023	11/10/2023	1,600.00	0.00	Paid	Y
8204	QUALITY SEAL COATING	08/29/2023	09/08/2023	300.00	0.00	Paid	Y
8260	RAMSBY DRILLING INC	09/12/2023	10/03/2023	1,427.00	0.00	Paid	Y
8312	RENTAL EXPRESS	09/26/2023	11/03/2023	50.00	0.00	Paid	Y
8207	SCREENGRAPHICS	09/11/2023	10/03/2023	550.00	0.00	Paid	Y
8265	SCREENGRAPHICS	09/20/2023	10/03/2023	797.25	0.00	Paid	Y
8310	SCREENGRAPHICS	09/28/2023	11/03/2023	314.90	0.00	Paid	Y
	Total for vendor 00410 - SCREENGRAPHICS:			1,662.15	0.00		
8246	STANDARD INSURANCE COMPANY	09/14/2023	10/01/2023	363.17	0.00	Paid	Y
8359	STANDARD INSURANCE COMPANY	10/16/2023	11/01/2023	363.17	0.00	Paid	Y
	Total for vendor 00423 - STANDARD INSURANCE COMPANY:			726.34	0.00		
8377	STATE OF MICHIGAN - MDOT	10/16/2023	11/15/2023	25.00	0.00	Paid	Y
8321	THE COMPUTER SOURCE	10/12/2023	11/03/2023	484.50	0.00	Paid	Y
8203	TRACE ANALYTICAL LABORATORIES, INC	09/08/2023	10/09/2023	906.16	0.00	Paid	Y
8269	TUSCARORA TOWNSHIP	10/01/2023	10/16/2023	207.40	0.00	Paid	Y
8270	TUSCARORA TOWNSHIP	10/01/2023	10/16/2023	207.40	0.00	Paid	Y
8271	TUSCARORA TOWNSHIP	10/01/2023	10/16/2023	207.40	0.00	Paid	Y
8300	TUSCARORA TOWNSHIP	10/13/2023	10/16/2023	226.19	0.00	Paid	Y
	Total for vendor 00455 - TUSCARORA TOWNSHIP:			848.39	0.00		
8267	U.S. POSTAL SERVICE	10/04/2023	10/31/2023	118.00	0.00	Paid	Y
8218	UPTIME TECHNOLOGY MANAGEMENT	09/15/2023	09/15/2023	2,008.93	0.00	Paid	Y
8372	UPTIME TECHNOLOGY MANAGEMENT	09/15/2023	11/10/2023	1,869.18	0.00	Paid	Y
	Total for vendor 00749 - UPTIME TECHNOLOGY MANAGEMENT:			3,878.11	0.00		
8241	USA BLUE BOOK	09/11/2023	10/01/2023	496.14	0.00	Paid	Y
8379	USA BLUE BOOK	10/16/2023	11/10/2023	136.00	0.00	Paid	Y
	Total for vendor 00459 - USA BLUE BOOK:			632.14	0.00		

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INVOICE REGISTER REPORT FOR TUSCARORA TOWNSHIP

EXP CHECK RUN DATES 10/01/2023 - 11/09/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

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Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
8402	USIC LOCATING SERVICES, LLC	10/31/2023	11/30/2023	211.60	211.60	Open	N
8245	VANS BUSINESS MACHINE	09/25/2023	10/25/2023	53.18	0.00	Paid	Y
8302	VANS BUSINESS MACHINE	10/10/2023	11/09/2023	102.94	0.00	Paid	Y
8340	VANS BUSINESS MACHINE	10/19/2023	11/18/2023	38.77	0.00	Paid	Y
Total for vendor 00465 - VANS BUSINESS MACHINE:				194.89	0.00		
8214	VC3 INC	09/13/2023	09/28/2023	50.40	0.00	Paid	Y
8256	VC3 INC	09/15/2023	09/30/2023	299.65	0.00	Paid	Y
8394	VC3 INC	10/31/2023	11/10/2023	371.58	0.00	Paid	Y
Total for vendor 00684 - VC3 INC:				721.63	0.00		
8297	VERIZON WIRELESS	10/01/2023	10/24/2023	122.51	0.00	Paid	Y
8253	YOUR FLEETCARD PROGRAM	09/06/2023	09/21/2023	1,376.85	0.00	Paid	Y
8254	YOUR FLEETCARD PROGRAM	09/06/2023	10/01/2023	0.00	0.00	Void	N
8331	YOUR FLEETCARD PROGRAM	10/06/2023	10/21/2023	2,688.82	0.00	Paid	Y
Total for vendor 00724 - YOUR FLEETCARD PROGRAM:				4,065.67	0.00		
# of Invoices:		190	# Due:	8	Totals:	337,042.31	45,826.07
# of Credit Memos:		0	# Due:	0	Totals:	0.00	0.00
Net of Invoices and Credit Memos:				337,042.31	45,826.07		

INVOICE REGISTER REPORT FOR TUSCARORA TOWNSHIP

EXP CHECK RUN DATES 10/01/2023 - 11/09/2023

BOTH JOURNALIZED AND UNJOURNALIZED

BOTH OPEN AND PAID

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
--- TOTALS BY FUND ---							
101 - GENERAL FUND				80,526.12	18,878.98		
207 - POLICE FUND				65,492.46	1.05		
219 - STREET LIGHTING FUND				2,035.01	0.00		
271 - LIBRARY FUND				10,412.82	3,977.30		
282 - ARPA FUND				131,771.50	0.00		
502 - BOAT LAUNCH				43.93	0.00		
590 - SEWER FUND				46,760.47	22,968.74		
--- TOTALS BY DEPT/ACTIVITY ---							
000 -				2,940.00	2,900.00		
101 - TOWNSHIP BOARD				11,920.21	578.98		
215 - CLERK				243.46	0.00		
253 - TREASURER				5,589.36	0.00		
265 - BUILDING AND GROUNDS				1,712.41	0.00		
266 - ATTORNEY COUSEL				1,439.27	0.00		
301 - POLICE				65,492.46	1.05		
446 - ROADS STREETS BRIDGES				130,393.58	0.00		
448 - STREET LIGHTING				2,035.01	0.00		
528 - RUBBISH COLLECTION-DISPOSAL				2,843.40	0.00		
536 - WATER AND SEWER SYSTEMS				24,003.33	211.60		
567 - CEMETERY				1,598.79	0.00		
595 - AIRPORT				489.40	0.00		
751 - PARKS AND RECREATION				12,699.38	0.00		
756 - BOAT LAUNCH				43.93	0.00		
790 - LIBRARY				10,412.82	3,977.30		
901 - CIP				63,185.50	38,157.14		

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INVOICE REGISTER REPORT FOR TUSCARORA TOWNSHIP

EXP CHECK RUN DATES 11/01/2023 - 11/08/2023

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UNJOURNALIZED

OPEN

Inv Ref#	Vendor	Inv Date	Due Date	Inv Amt	Amt Due	Status	Jrnlized
8400	MILAN SUPPLY COMPANY	08/15/2023	11/20/2023	13,537.14	13,537.14	Open	N
8401	MILAN SUPPLY COMPANY	09/27/2023	10/22/2023	6,320.00	6,320.00	Open	N
	Total for vendor 00322 - 6031 S STRAITS HWY:			19,857.14	19,857.14		
8395	ELAN FINANCIAL SERVICES	10/27/2023	11/24/2023	4,557.33	4,557.33	Open	N
8396	CUMMINGS, MCCLOREY, DAVIS & ACHO	10/18/2023	11/20/2023	320.00	320.00	Open	N
8397	CUMMINGS, MCCLOREY, DAVIS & ACHO	10/18/2023	11/20/2023	180.00	180.00	Open	N
	Total for vendor 00753 - CUMMINGS, MCCLOREY, DAVIS & ACHO:			500.00	500.00		
8398	DTE GAS	10/25/2023	11/20/2023	2,400.00	2,400.00	Open	N
8399	FRANK FOSTER	10/23/2023	11/20/2023	18,300.00	18,300.00	Open	N
8402	USIC LOCATING SERVICES, LLC	10/31/2023	11/30/2023	211.60	211.60	Open	N
# of Invoices:	8	# Due:	8	Totals:	45,826.07	45,826.07	
# of Credit Memos:	0	# Due:	0	Totals:	0.00	0.00	
Net of Invoices and Credit Memos:				45,826.07	45,826.07		

--- TOTALS BY FUND ---

101 - GENERAL FUND	18,878.98	18,878.98
207 - POLICE FUND	1.05	1.05
271 - LIBRARY FUND	3,977.30	3,977.30
590 - SEWER FUND	22,968.74	22,968.74

--- TOTALS BY DEPT/ACTIVITY ---

000 -	2,900.00	2,900.00
101 - TOWNSHIP BOARD	578.98	578.98
301 - POLICE	1.05	1.05
536 - WATER AND SEWER SYSTEMS	211.60	211.60
790 - LIBRARY	3,977.30	3,977.30
901 - CIP	38,157.14	38,157.14

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED		
		ORIGINAL BUDGET	10/31/2023 NORMAL (ABNORMAL)	MONTH 10/31/2023 INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 101 - GENERAL FUND								
Revenues								
Dept 000								
101-000-402.00	PROPERTY TAXES	285,999.22	0.00	0.00	285,999.22	0.00		
101-000-410.00	CURRENT PP TAX	500.00	0.00	0.00	500.00	0.00		
101-000-412.00	DELINQUENT PERSONAL PROPERTY TAX	200.00	0.00	0.00	200.00	0.00		
101-000-426.00	SWAMP TAX/STATE LAND TAX	9,800.00	0.00	0.00	9,800.00	0.00		
101-000-434.00	TRAILER PARK FEES	150.00	750.00	0.00	(600.00)	500.00		
101-000-445.00	PENALTIES ON TAXES	2,000.00	0.00	0.00	2,000.00	0.00		
101-000-447.00	TAX ADMINISTRATION FEE	93,000.00	22,541.69	0.00	70,458.31	24.24		
101-000-448.00	STATE REIM. SUMMER TAX	9,200.00	0.00	0.00	9,200.00	0.00		
101-000-451.00	SPECIAL ASSESSMENTS	0.00	0.00	0.00	0.00	0.00		
101-000-477.00	CABLE FRANCHISE FEES	4,700.00	2,579.13	1,259.24	2,120.87	54.88		
101-000-491.00	CEMETERY FEES - OPEN & CLOSE	5,000.00	4,824.00	600.00	(1,824.00)	160.80		
101-000-491.01	CEMETERY FEES - FOUNDATIONS	0.00	645.00	75.00	1,355.00	32.25		
101-000-492.00	RECYCLING PERMIT FEES	500.00	0.00	0.00	500.00	0.00		
101-000-502.00	FEDERAL REVENUE	0.00	0.00	0.00	0.00	0.00		
101-000-528.00	STATE GRANTS ARPA	0.00	0.00	0.00	0.00	0.00		
101-000-566.00	STATE REC GRANT	0.00	0.00	0.00	0.00	0.00		
101-000-573.00	LOCAL COMMUNITY STABILIZATION SHARE	538.00	0.00	0.00	538.00	0.00		
101-000-574.00	STATE SHARED REVENUE - SALES/USE	337,360.00	0.00	0.00	337,360.00	0.00		
101-000-576.00	SPEC ELECTION REIMB	0.00	0.00	0.00	0.00	0.00		
101-000-626.00	CHARGES FOR SERVICES RENDERED	1,500.00	1,205.00	90.00	295.00	80.33		
101-000-628.00	CHARGES FOR SERV. RENDERED, PARK	20,000.00	2,800.00	100.00	17,200.00	14.00		
101-000-629.00	CHARGES FOR SERVICES-METRO ACT	0.00	0.00	0.00	0.00	0.00		
101-000-630.00	CHARGES FOR SERVICES - AIRPORT	1,200.00	1,100.00	0.00	100.00	91.67		
101-000-642.00	CHARGES FOR CEMETERY GRAVE SITES	2,000.00	3,100.00	600.00	(1,100.00)	155.00		
101-000-643.00	LAND SALES	35,000.00	231,733.20	0.00	(196,733.20)	662.09		
101-000-644.00	VETERANS PIER BRICK PAVERS	0.00	0.00	0.00	0.00	0.00		
101-000-646.00	BOAT LAUNCH FEES	0.00	0.00	0.00	0.00	0.00		
101-000-665.00	INTEREST INCOME	10,000.00	0.00	0.00	10,000.00	0.00		
101-000-666.00	DIVIDENDS	0.00	0.00	0.00	0.00	0.00		
101-000-667.01	AIRPORT HANGER LEASE	3,800.00	3,930.00	615.00	(130.00)	103.42		
101-000-670.02	MARINA PARK LEASE	1,500.00	0.00	0.00	1,500.00	0.00		
101-000-674.01	CONTRIBUTIONS FROM PRIVATE SOURC	7,500.00	2,372.00	0.00	5,128.00	31.63		
101-000-674.02	RECREATION DEPARTMENT CONTRIBUTI	0.00	0.00	0.00	0.00	0.00		
101-000-676.00	REIMBURSEMENTS	0.00	3,613.07	0.00	(3,613.07)	100.00		
101-000-676.01	DDA ADMINISTRATOR REIM.	0.00	0.00	0.00	0.00	0.00		
101-000-676.02	REIMBURSEMENTS - PARKS & REC	0.00	0.00	0.00	0.00	0.00		
101-000-687.00	REFUNDS/REBATES	0.00	3.33	0.00	(3.33)	100.00		
101-000-689.00	CASH OVER OR SHORT	0.00	0.00	0.00	0.00	0.00		
101-000-693.00	GAIN ON SALE FIXED ASSETS	0.00	0.00	0.00	0.00	0.00		
101-000-699.00	INTERFUND TRANSFER IN	0.00	0.00	0.00	0.00	0.00		
Total Dept 000		831,447.22	281,196.42	3,339.24	550,250.80	33.82		
Dept 595 - AIRPORT								
101-595-674.01	TIMBER SALES	0.00	3,400.00	0.00	(3,400.00)	100.00		
Total Dept 595 - AIRPORT		0.00	3,400.00	0.00	(3,400.00)	100.00		
Dept 751 - PARKS AND RECREATION								
101-751-581.00	CONTRIBUTIONS FROM LOCAL UNITS OF GOVERN	0.00	0.00	0.00	0.00	0.00		
Total Dept 751 - PARKS AND RECREATION		0.00	0.00	0.00	0.00	0.00		

REVENUE AND EXPENDITURE REPORT FOR TUSCARORA TWP

PERIOD ENDING 10/31/2023

% Fiscal Year Completed: 33.61

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED		
		ORIGINAL BUDGET	10/31/2023	MONTH 10/31/2023	NORMAL (ABNORMAL)			
Fund 101 - GENERAL FUND								
Revenues								
Dept 999								
101-999-599.99	REVENUE CLOSING OFFSET	0.00	0.00	0.00	0.00	0.00		
Total Dept 999		0.00	0.00	0.00	0.00	0.00		
TOTAL REVENUES		831,447.22	284,596.42	3,339.24	546,850.80	34.23		
Expenditures								
Dept 101 - TOWNSHIP BOARD								
101-101-703.00	TOWNSHIP BOARD TRUSTEE SALARIES	8,480.00	2,609.28	652.32	5,870.72	30.77		
101-101-704.00	ADMINISTRATIVE ASSISTANT	37,440.00	13,742.50	3,547.75	23,697.50	36.71		
101-101-704.01	DDA ADMINISTRATOR	0.00	0.00	0.00	0.00	0.00		
101-101-704.02	OFFICE ASSISTANT	18,720.00	6,406.38	1,795.50	12,313.62	34.22		
101-101-704.03	WAGES TWP PROP MGT	0.00	0.00	0.00	0.00	0.00		
101-101-709.00	TOWNSHIP TRUSTEE FICA	648.72	1,741.00	458.66	(1,092.28)	268.37		
101-101-709.01	OFFICE ASST FICA	1,432.08	0.00	0.00	1,432.08	0.00		
101-101-709.02	ADMIN FICA	2,907.22	0.00	0.00	2,907.22	0.00		
101-101-710.00	EMPLOYERS MESC	0.00	213.00	0.00	(213.00)	100.00		
101-101-719.00	HOSPITALIZATION	0.00	0.00	0.00	0.00	0.00		
101-101-752.00	TOWNSHIP BD. OFFICE SUPPLIES	4,000.00	3,757.28	363.40	242.72	93.93		
101-101-801.00	TOWNSHIP BD. PROFESSIONAL EXPENS	3,500.00	4,325.00	400.00	(825.00)	123.57		
101-101-805.00	GG ASSESSMENT TO SEWER	3,500.00	0.00	0.00	3,500.00	0.00		
101-101-809.00	FEES	450.00	266.86	0.00	183.14	59.30		
101-101-850.00	COMMUNICATIONS	3,500.00	1,208.65	239.94	2,291.35	34.53		
101-101-851.00	MAIL/POSTAGE	1,500.00	42.80	0.00	1,457.20	2.85		
101-101-852.00	INTERNET & WEBSITE	1,300.00	350.76	0.00	949.24	26.98		
101-101-861.00	MILEAGE REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00		
101-101-880.00	FIREWORKS - COMMUNITY PROMOTION	22,500.00	14,500.00	0.00	8,000.00	64.44		
101-101-900.00	TOWNSHIP BD. PRINTING AND PUBLIS	7,500.00	1,272.68	53.58	6,227.32	16.97		
101-101-915.00	TOWNSHIP BD. DUES AND MEMBERSHIP	5,500.00	0.00	0.00	5,500.00	0.00		
101-101-916.00	TWP. BD. EDUCATION AND TRAINING	500.00	0.00	0.00	500.00	0.00		
101-101-931.00	TOWNSHIP BD. REPAIRS AND MAINTEN	1,500.00	1,163.49	746.18	336.51	77.57		
101-101-935.00	LIABILITY & CONTENTS INSURANCE	2,750.00	3,476.41	0.00	(726.41)	126.41		
101-101-937.00	WORKMEN'S COMPENSATION INSURANCE	700.00	131.86	0.00	568.14	18.84		
101-101-940.00	TOWNSHIP BD. RENTALS	0.00	0.00	0.00	0.00	0.00		
101-101-948.00	COMPUTER SERVICES	4,500.00	599.31	0.00	3,900.69	13.32		
101-101-964.00	REFUNDS AND REBATES	0.00	0.00	0.00	0.00	0.00		
101-101-977.00	TOWNSHIP BD. EQUIPMENT	0.00	0.00	0.00	0.00	0.00		
101-101-980.00	COMPUTER & OFFICE EQUIP	2,500.00	2,737.87	2,448.67	(237.87)	109.51		
101-101-995.00	INTERFUND TRANSFER OUT	0.00	0.00	0.00	0.00	0.00		
101-101-998.00	EXTRAORDINARY ITEMS- PENALTIES	0.00	0.00	0.00	0.00	0.00		
Total Dept 101 - TOWNSHIP BOARD		135,328.02	58,545.13	10,706.00	76,782.89	43.26		
Dept 171 - SUPERVISOR								
101-171-703.00	SUPERVISOR SALARY	24,432.00	7,517.52	1,879.38	16,914.48	30.77		
101-171-704.00	DEPUTY SUPERVISOR SALARY	5,000.00	1,346.17	384.62	3,653.83	26.92		
101-171-709.00	EMPLOYER SOCIAL SECURITY	2,251.55	678.06	173.20	1,573.49	30.12		
101-171-752.00	OFFICE SUPPLIES	500.00	385.18	0.00	114.82	77.04		
101-171-916.00	EDUCATION/TRAINING SUPERVISOR	0.00	0.00	0.00	0.00	0.00		
101-171-980.00	EQUIPMENT	1,500.00	504.00	0.00	996.00	33.60		
Total Dept 171 - SUPERVISOR		33,683.55	10,430.93	2,437.20	23,252.62	30.97		

REVENUE AND EXPENDITURE REPORT FOR TUSCARORA TWP

PERIOD ENDING 10/31/2023

% Fiscal Year Completed: 33.61

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED		
		ORIGINAL BUDGET	10/31/2023 NORMAL (ABNORMAL)	MONTH 10/31/2023 INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 101 - GENERAL FUND								
Expenditures								
Dept 209 - CONTINGENCY								
101-209-941.00	CONTINGENCIES	40,000.00	0.00	0.00	52,861.00	0.00		
Total Dept 209 - CONTINGENCY		40,000.00	0.00	0.00	52,861.00	0.00		
Dept 215 - CLERK								
101-215-703.00	CLERK SALARY	24,432.00	7,517.52	1,879.38	16,914.48	30.77		
101-215-704.00	DEPUTY SALARY	5,000.00	3,005.00	570.00	1,995.00	60.10		
101-215-709.00	EMPLOYER SOCIAL SECURITY	2,251.55	809.98	188.17	1,441.57	35.97		
101-215-752.00	CLERK OFFICE SUPPLIES	1,000.00	1,238.83	0.00	(238.83)	123.88		
101-215-801.00	PROFESSIONAL	8,000.00	0.00	0.00	8,000.00	0.00		
101-215-861.00	MILEAGE REIMBURSEMENT CLERK	0.00	65.50	10.48	(65.50)	100.00		
101-215-916.00	CLERK EDUCATION AND TRAINING	500.00	0.00	0.00	500.00	0.00		
101-215-933.00	CLERK SOFTWARE SUPPORT	2,000.00	0.00	0.00	2,000.00	0.00		
101-215-948.00	CLERK COMPUTER SERVICES	0.00	0.00	0.00	0.00	0.00		
101-215-980.00	CLERK EQUIPMENT	0.00	899.96	0.00	(899.96)	100.00		
101-215-984.00	SOFTWARE	0.00	0.00	0.00	0.00	0.00		
Total Dept 215 - CLERK		43,183.55	13,536.79	2,648.03	29,646.76	31.35		
Dept 223 - INTERNAL AUDIT								
101-223-801.00	ACCOUNTING FEES	3,000.00	0.00	0.00	3,000.00	0.00		
Total Dept 223 - INTERNAL AUDIT		3,000.00	0.00	0.00	3,000.00	0.00		
Dept 247 - BOARD OF REVIEW								
101-247-704.00	BOARD OF REVIEW WAGES	1,800.00	0.00	0.00	1,800.00	0.00		
101-247-709.00	EMPLOYER SOCIAL SECURITY	139.50	0.00	0.00	139.50	0.00		
101-247-916.00	EDUCATION & TRAINING	600.00	0.00	0.00	600.00	0.00		
Total Dept 247 - BOARD OF REVIEW		2,539.50	0.00	0.00	2,539.50	0.00		
Dept 253 - TREASURER								
101-253-703.00	TREASURERS SALARY	27,880.00	8,577.52	2,144.38	19,302.48	30.77		
101-253-704.00	DEPUTY TREASURER WAGES	5,000.00	384.62	384.62	4,615.38	7.69		
101-253-709.00	EMPLOYER SOCIAL SECURITY	2,515.32	685.60	193.48	1,829.72	27.26		
101-253-752.00	TREASURER OFFICE SUPPLIES	500.00	0.00	0.00	500.00	0.00		
101-253-801.00	TREASURER PROFESSIONAL EXP.	600.00	0.00	0.00	600.00	0.00		
101-253-804.00	TREAS. TAX PREPARATION	1,000.00	1,118.44	0.00	(118.44)	111.84		
101-253-851.00	MAIL/POSTAGE	3,500.00	2,560.05	1,028.91	939.95	73.14		
101-253-861.00	MILEAGE REIMBURSEMENT TREASURER	0.00	0.00	0.00	0.00	0.00		
101-253-916.00	TREASURER EDUCATION AND TRAINING	250.00	0.00	0.00	250.00	0.00		
101-253-933.00	SOFTWARE MAINT. AGREEMENT	4,100.00	4,653.00	3,500.00	(553.00)	113.49		
101-253-948.00	TREASURER COMPUTER SERVICES	0.00	335.00	0.00	(335.00)	100.00		
101-253-980.00	TREAS COMPUTER & OFFICE EQUIP	0.00	0.00	0.00	0.00	0.00		
101-253-984.00	SOFTWARE	0.00	0.00	0.00	0.00	0.00		
Total Dept 253 - TREASURER		45,345.32	18,314.23	7,251.39	27,031.09	40.39		
Dept 257 - ASSESOR								
101-257-703.00	ASSESSOR SALARY	55,000.00	16,923.04	4,230.76	38,076.96	30.77		

REVENUE AND EXPENDITURE REPORT FOR TUSCARORA TWP

PERIOD ENDING 10/31/2023

% Fiscal Year Completed: 33.61

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED		
		ORIGINAL BUDGET	10/31/2023	MONTH 10/31/2023	NORMAL (ABNORMAL)			
Fund 101 - GENERAL FUND								
Expenditures								
101-257-704.00	ASSESSOR ADMIN	15,500.00	7,347.50	2,165.00	8,152.50	47.40		
101-257-709.00	EMPLOYER SOCIAL SECURITY	5,393.25	1,856.70	489.28	3,536.55	34.43		
101-257-710.00	EMPLOYERS MESC	0.00	0.00	0.00	0.00	0.00		
101-257-713.00	OVERTIME PAY	0.00	0.00	0.00	0.00	0.00		
101-257-715.00	RETIREMENT	0.00	0.00	0.00	0.00	0.00		
101-257-716.00	DEFINED CONTRIBUTION PENSION	0.00	0.00	0.00	0.00	0.00		
101-257-719.00	HOSPITALIZATION	0.00	0.00	0.00	0.00	0.00		
101-257-752.00	OFFICE SUPPLIES	0.00	0.00	0.00	0.00	0.00		
101-257-801.00	PROFESSIONAL	1,000.00	0.00	0.00	1,000.00	0.00		
101-257-804.00	TAX PREPARATION	2,000.00	0.00	0.00	2,000.00	0.00		
101-257-851.00	MAIL/POSTAGE	3,500.00	0.00	0.00	3,500.00	0.00		
101-257-861.00	MILEAGE REIM ASSESSOR	0.00	0.00	0.00	0.00	0.00		
101-257-900.00	ASSESSOR PRINTING & PUBLISHING	300.00	0.00	0.00	300.00	0.00		
101-257-915.00	MEMBERSHIPS AND DUES	0.00	0.00	0.00	0.00	0.00		
101-257-916.00	EDUCATION/TRAINING ASSESSOR	0.00	0.00	0.00	0.00	0.00		
101-257-933.00	SOFTWARE MAINT AGREEMENT	2,000.00	0.00	0.00	2,000.00	0.00		
101-257-937.00	WORKMENS COMPENSATION INSURANCE	600.00	582.22	0.00	17.78	97.04		
101-257-948.00	COMPUTER SERVICES	0.00	0.00	0.00	0.00	0.00		
101-257-980.00	COMPUTER & OFFICE EQUIP	300.00	0.00	0.00	300.00	0.00		
Total Dept 257 - ASSESOR		85,593.25	26,709.46	6,885.04	58,883.79	31.21		
Dept 262 - ELECTIONS								
101-262-704.00	ELECTION INSPECTOR	17,500.00	0.00	0.00	12,500.00	0.00		
101-262-704.01	ELECTIONS COORDINATOR	0.00	0.00	0.00	5,000.00	0.00		
101-262-709.00	EMPLOYER SOCIAL SECURITY	1,338.75	0.00	0.00	1,338.75	0.00		
101-262-710.00	EMPLOYER MESC	0.00	0.00	0.00	0.00	0.00		
101-262-752.00	ELECTION OPERATING SUPPLIES	3,500.00	50.35	0.00	3,449.65	1.44		
101-262-801.00	MACHINE SET UP	2,500.00	0.00	0.00	2,500.00	0.00		
101-262-851.00	MAIL/POSTAGE	2,400.00	0.00	0.00	2,400.00	0.00		
101-262-861.00	TRANSPORTATION	0.00	0.00	0.00	0.00	0.00		
101-262-900.00	PRINTING AND PUBLISHING	2,000.00	79.00	0.00	1,921.00	3.95		
101-262-980.00	COMPUTER & OFFICE EQUIP	500.00	304.00	0.00	196.00	60.80		
Total Dept 262 - ELECTIONS		29,738.75	433.35	0.00	29,305.40	1.46		
Dept 265 - BUILDING AND GROUNDS								
101-265-702.00	SALARIES AND WAGES	0.00	0.00	0.00	0.00	0.00		
101-265-709.00	EMPLOYER SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00		
101-265-752.00	MUNICIPAL BLDG. OPERATING SUPPLIES	0.00	962.17	0.00	(962.17)	100.00		
101-265-801.00	MUNICIPAL BUILDING CONTRACTED SV	4,000.00	2,049.52	547.50	1,950.48	51.24		
101-265-900.00	PUBLICATIONS	0.00	0.00	0.00	0.00	0.00		
101-265-917.00	SEWER O & M	700.00	414.80	207.40	285.20	59.26		
101-265-920.00	ELECTRIC	6,500.00	1,286.35	24.83	5,213.65	19.79		
101-265-921.00	NATURAL GAS	2,000.00	205.03	62.36	1,794.97	10.25		
101-265-930.00	REPAIRS AND MAINT - BLDG	1,000.00	180.00	0.00	820.00	18.00		
101-265-974.00	LAND IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00		
101-265-975.01	BUILDING ADDITIONS & IMPROVEMENTS	0.01	0.00	0.00	0.01	0.00		
Total Dept 265 - BUILDING AND GROUNDS		14,200.01	5,097.87	842.09	9,102.14	35.90		
Dept 266 - ATTORNEY COUSEL								
101-266-801.00	ATTORNEY FEES - GENERAL BOARD	15,000.00	9,159.27	1,439.27	5,840.73	61.06		

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED		
		ORIGINAL BUDGET	10/31/2023	MONTH 10/31/2023	NORMAL (ABNORMAL)			
Fund 101 - GENERAL FUND								
Expenditures								
Total Dept 266 - ATTORNEY COUSEL		15,000.00	9,159.27	1,439.27	5,840.73	61.06		
Dept 446 - ROADS STREETS BRIDGES								
101-446-752.00	STREET & HIGHWAYS SUPPLIES	0.00	0.00	0.00	0.00	0.00		
101-446-801.00	STREETS/HIGHWAYS CONTRACTED SERV	12,000.00	700.00	0.00	11,300.00	5.83		
101-446-801.01	ROAD BRINING	50,000.00	15,660.00	0.00	34,340.00	31.32		
101-446-934.00	STREETS/HIGHWAYS REPAIRS & MAINT	25,000.00	2,722.47	760.00	22,277.53	10.89		
101-446-995.00	INTERFUND TRANSFER OUT	0.00	0.00	0.00	0.00	0.00		
Total Dept 446 - ROADS STREETS BRIDGES		87,000.00	19,082.47	760.00	67,917.53	21.93		
Dept 528 - RUBBISH COLLECTION-DISPOSAL								
101-528-801.00	REFUSE COLLECTION & DISPOSAL	8,000.00	3,285.00	138.00	4,715.00	41.06		
Total Dept 528 - RUBBISH COLLECTION-DISPOSAL		8,000.00	3,285.00	138.00	4,715.00	41.06		
Dept 567 - CEMETERY								
101-567-702.00	CEMETERY SALARY	0.00	0.00	0.00	0.00	0.00		
101-567-709.00	EMPLOYER SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00		
101-567-710.00	EMPLOYER MESC	0.00	0.00	0.00	0.00	0.00		
101-567-713.00	OVERTIME PAY - CEMETERY	0.00	0.00	0.00	0.00	0.00		
101-567-801.00	CONTRACTED SERVICES	5,000.00	6,814.00	0.00	(1,814.00)	136.28		
101-567-802.00	SEXTON	0.00	0.00	0.00	0.00	0.00		
101-567-920.00	ELECTRIC	400.00	115.94	28.79	284.06	28.99		
101-567-930.00	CEMETERY REPAIRS & MAINTENANCE	500.00	0.00	0.00	500.00	0.00		
101-567-933.00	SOFTWARE MAINT AGREEMENT	700.00	710.00	0.00	(10.00)	101.43		
101-567-940.00	RENTALS	0.00	0.00	0.00	0.00	0.00		
101-567-964.00	CEMETERY LOT PURCHASE BACK	0.00	0.00	0.00	0.00	0.00		
101-567-977.00	EQUIPMENT	0.00	0.00	0.00	0.00	0.00		
Total Dept 567 - CEMETERY		6,600.00	7,639.94	28.79	(1,039.94)	115.76		
Dept 595 - AIRPORT								
101-595-702.00	SALARIES AND WAGES	0.00	0.00	0.00	0.00	0.00		
101-595-709.00	EMPLOYER SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00		
101-595-752.00	OPERATING SUPPLIES	100.00	32.05	0.00	67.95	32.05		
101-595-801.00	PROFESSIONAL	50.00	0.00	0.00	50.00	0.00		
101-595-860.00	TRANSPORTATION	1,000.00	0.00	0.00	1,000.00	0.00		
101-595-915.00	DUES/MEMBERSHIPS	0.00	0.00	0.00	0.00	0.00		
101-595-916.00	EDUCATION AND TRAINING	0.00	0.00	0.00	0.00	0.00		
101-595-920.00	ELECTRIC	375.00	120.44	29.75	254.56	32.12		
101-595-921.00	NATURAL GAS	525.00	101.52	29.59	423.48	19.34		
101-595-930.00	REPAIRS/MAINT. LAND & BLDG.	500.00	1,762.25	0.00	(1,262.25)	352.45		
101-595-931.00	REPAIRS/MAINTENANCE - EQUIPMENT	1,800.00	442.59	55.64	1,357.41	24.59		
101-595-934.00	AIRPORT IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00		
101-595-935.00	LIABILITY INSURANCE	2,000.00	2,039.00	0.00	(39.00)	101.95		
Total Dept 595 - AIRPORT		6,350.00	4,497.85	114.98	1,852.15	70.83		
Dept 701 - PLANNING COMMISSION								

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		ORIGINAL BUDGET	10/31/2023	MONTH 10/31/2023	INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 101 - GENERAL FUND									
Expenditures									
101-701-704.00	PLANNING COMMISSION PER DIEM	0.00	0.00	0.00		0.00	0.00		
101-701-801.00	PLANNING COMM PROF EXPENSE	11,611.00	0.00	0.00		0.00	0.00		
101-701-900.00	PLANN COMM PRINT & PUBLISHING	750.00	0.00	0.00		0.00	0.00		
101-701-916.00	PLANNING COMMISSION ED. & TRAINI	500.00	0.00	0.00		0.00	0.00		
Total Dept 701 - PLANNING COMMISSION		12,861.00	0.00	0.00		0.00	0.00		
Dept 751 - PARKS AND RECREATION									
101-751-702.00	RECREATION DEPARTMENT SALARIES	130,000.00	36,014.91	7,307.68		93,985.09	27.70		
101-751-705.00	VACATION PAY	0.00	211.54	0.00		(211.54)	100.00		
101-751-706.00	PARKS HOLIDAY	0.00	0.00	0.00		0.00	0.00		
101-751-709.00	RECREATION DEPARTMENT F.I.C.A.	10,150.00	2,733.29	548.17		7,416.71	26.93		
101-751-710.00	RECREATION DEPARTMENT M.E.S.C.	750.00	0.00	0.00		750.00	0.00		
101-751-713.00	OVERTIME PAY	1,000.00	0.00	0.00		1,000.00	0.00		
101-751-716.00	DEFINED CONTRIBUTION PENSION	1,650.00	550.00	137.50		1,100.00	33.33		
101-751-719.00	HOSPITALIZATION	15,500.00	1,583.99	573.57		13,916.01	10.22		
101-751-752.00	RECREATION DEPT. SUPPLIES	17,000.00	3,934.06	158.60		13,065.94	23.14		
101-751-754.00	RECREATION DEPT. FERTILIZER & SE	6,500.00	0.00	0.00		6,500.00	0.00		
101-751-801.00	RECREATION DEPT. CONTRACTED SERV	12,500.00	4,479.31	788.27		8,020.69	35.83		
101-751-809.00	FEES	500.00	3.00	0.00		497.00	0.60		
101-751-850.00	RECREATION DEPT. COMMUNICATION	0.00	0.00	0.00		0.00	0.00		
101-751-860.00	RECREATION DEPT. TRANSPORTATION	14,000.00	3,319.98	0.00		10,680.02	23.71		
101-751-917.00	SEWER O/M	900.00	414.80	207.40		485.20	46.09		
101-751-920.00	ELECTRIC	12,500.00	5,594.13	898.41		6,905.87	44.75		
101-751-923.00	PROPANE	5,500.00	0.00	0.00		5,500.00	0.00		
101-751-930.00	REPAIRS/MAINT. LAND & BLDG.	12,000.00	3,638.43	240.71		8,361.57	30.32		
101-751-931.00	REPAIRS & MAINT. PARKS EQUIPMENT	17,000.00	5,421.02	957.14		11,578.98	31.89		
101-751-935.00	LIABILITY INSURANCE	2,500.00	3,186.85	300.00		(686.85)	127.47		
101-751-937.00	WORKMEN'S COMPENSATION INSURANCE	2,500.00	2,264.61	0.00		235.39	90.58		
101-751-940.00	RENTALS	0.00	50.00	50.00		(50.00)	100.00		
101-751-974.00	LAND IMPROVEMENTS	0.00	0.00	0.00		0.00	0.00		
101-751-974.01	MARINA LAND IMPROVEMENTS	0.00	0.00	0.00		0.00	0.00		
101-751-975.00	BLDS, BLDING ADDITIONS & IMPROVMENTS	0.00	0.00	0.00		0.00	0.00		
101-751-977.00	EQUIPMENT	12,000.00	0.00	0.00		12,000.00	0.00		
101-751-981.00	VEHICLES	0.00	0.00	0.00		0.00	0.00		
Total Dept 751 - PARKS AND RECREATION		274,450.00	73,399.92	12,167.45		201,050.08	26.74		
Dept 754 - VETERANS PIER									
101-754-752.00	OPERATING SUPPLIES	0.00	0.00	0.00		0.00	0.00		
101-754-754.00	VETERANS PIER BRICKS	250.00	0.00	0.00		250.00	0.00		
101-754-801.00	CONTRACTED SERVICES	0.00	0.00	0.00		0.00	0.00		
Total Dept 754 - VETERANS PIER		250.00	0.00	0.00		250.00	0.00		
Dept 756 - BOAT LAUNCH									
101-756-702.00	BOAT LAUNCH SALARY	0.00	0.00	0.00		0.00	0.00		
101-756-709.00	EMPLOYER SOCIAL SECURITY	0.00	0.00	0.00		0.00	0.00		
101-756-752.00	BOAT LAUNCH OPERATING SUPPLIES	0.00	0.00	0.00		0.00	0.00		
101-756-801.00	BOAT LAUNCH CONTRACTED SERV.	0.00	0.00	0.00		0.00	0.00		
101-756-920.00	ELECTRIC	0.00	0.00	0.00		0.00	0.00		
101-756-930.00	BOAT LAUNCH MAINT. & REPAIRS	0.00	0.00	0.00		0.00	0.00		
101-756-940.00	BOAT LAUNCH RENTALS	0.00	0.00	0.00		0.00	0.00		

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED		
		ORIGINAL BUDGET	10/31/2023 NORMAL (ABNORMAL)	MONTH 10/31/2023 INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 101 - GENERAL FUND								
Expenditures								
101-756-964.00	REFUNDS	0.00	0.00	0.00	0.00	0.00		
101-756-995.00	INTERFUND TRANSFER OUT	0.00	0.00	0.00	0.00	0.00		
Total Dept 756 - BOAT LAUNCH		0.00	0.00	0.00	0.00	0.00		
Dept 901 - CIP								
101-901-970.00	CEMENTERY CAPITAL IMPROVEMENT	0.00	12,000.00	0.00	(12,000.00)	100.00		
101-901-970.01	AIRPORT	0.00	16,612.00	0.00	(16,612.00)	100.00		
101-901-970.02	BUILDING & GROUNDS	0.00	0.00	0.00	0.00	0.00		
101-901-970.03	PARKS	0.00	2,581.36	0.00	(2,581.36)	100.00		
101-901-970.04	FRONTENAC	0.00	835.00	0.00	(835.00)	100.00		
Total Dept 901 - CIP		0.00	32,028.36	0.00	(32,028.36)	100.00		
Dept 999								
101-999-999.99	EXPENSE CLOSING OFFSET	0.00	0.00	0.00	0.00	0.00		
Total Dept 999		0.00	0.00	0.00	0.00	0.00		
TOTAL EXPENDITURES		843,122.95	282,160.57	45,418.24	560,962.38	33.47		
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		831,447.22	284,596.42	3,339.24	546,850.80	34.23		
TOTAL EXPENDITURES		843,122.95	282,160.57	45,418.24	560,962.38	33.47		
NET OF REVENUES & EXPENDITURES		(11,675.73)	2,435.85	(42,079.00)	(14,111.58)	20.86		

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	10/31/2023	MONTH 10/31/2023	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 206 - FIRE FUND							
Revenues							
Dept 000							
206-000-427.00	FIRE SPEC ASSESSMENT	196,862.00	0.00	0.00	0.00	196,862.00	0.00
206-000-665.00	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00	0.00
206-000-699.00	INTERFUND TRANSFER IN	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		196,862.00	0.00	0.00	0.00	196,862.00	0.00
TOTAL REVENUES		196,862.00	0.00	0.00	0.00	196,862.00	0.00
Expenditures							
Dept 336 - FIRE PROTECTION							
206-336-801.00	FIRE PROTECTION CONTRACT	196,866.00	0.00	0.00	0.00	196,866.00	0.00
Total Dept 336 - FIRE PROTECTION		196,866.00	0.00	0.00	0.00	196,866.00	0.00
TOTAL EXPENDITURES		196,866.00	0.00	0.00	0.00	196,866.00	0.00
Fund 206 - FIRE FUND:							
TOTAL REVENUES		196,862.00	0.00	0.00	0.00	196,862.00	0.00
TOTAL EXPENDITURES		196,866.00	0.00	0.00	0.00	196,866.00	0.00
NET OF REVENUES & EXPENDITURES		(4.00)	0.00	0.00	0.00	(4.00)	0.00

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED		
		ORIGINAL BUDGET	10/31/2023	MONTH 10/31/2023	INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 207 - POLICE FUND									
Revenues									
Dept 000									
207-000-402.00	REAL PROPERTY TAXES	1,176,277.00	0.00	0.00		1,176,277.00	0.00		
207-000-548.00	FEES - LIQUOR LICENSE	6,500.00	0.00	0.00		6,500.00	0.00		
207-000-569.00	ACT 302 GRANT FUNDS	1,500.00	0.00	0.00		1,500.00	0.00		
207-000-626.00	CHARGES FOR SERVICES	2,000.00	46.00	0.00		1,954.00	2.30		
207-000-656.00	TRAFFIC VIOLATIONS	0.00	0.00	0.00		0.00	0.00		
207-000-657.00	FINES & FORFEITURES	1,500.00	148.66	68.33		1,351.34	9.91		
207-000-658.00	DRUG FORFEITURE FUNDS	0.00	0.00	0.00		0.00	0.00		
207-000-665.00	INTEREST INCOME	0.00	0.00	0.00		0.00	0.00		
207-000-666.00	DIVIDENDS	0.00	0.00	0.00		0.00	0.00		
207-000-674.00	CONTRIBUTIONS / PRIVATE	0.00	0.00	0.00		0.00	0.00		
207-000-675.00	LOST AND FOUND	0.00	0.00	0.00		0.00	0.00		
207-000-676.00	REIMBURSEMENT	0.00	5.50	0.00		(5.50)	100.00		
207-000-676.01	RESOURCE OFFICER REIM.	73,000.00	0.00	0.00		73,000.00	0.00		
207-000-676.02	OWI REIMBURSEMENT	0.00	194.46	0.00		(194.46)	100.00		
207-000-687.00	REFUNDS/REBATES	0.00	0.00	0.00		0.00	0.00		
207-000-692.00	MISCELLANEOUS	0.00	0.00	0.00		0.00	0.00		
207-000-693.00	PROCEEDS SALE OF ASSETS	0.00	1,050.00	0.00		(1,050.00)	100.00		
207-000-696.00	PROCEEDS FROM DEBT ISSUED	0.00	0.00	0.00		0.00	0.00		
207-000-699.00	INTERFUND TRANSFER IN	0.00	0.00	0.00		0.00	0.00		
Total Dept 000		1,260,777.00	1,444.62	68.33		1,259,332.38	0.11		
Dept 999									
207-999-599.99	REVENUE CLOSING OFFSET	0.00	0.00	0.00		0.00	0.00		
Total Dept 999		0.00	0.00	0.00		0.00	0.00		
TOTAL REVENUES		1,260,777.00	1,444.62	68.33		1,259,332.38	0.11		
Expenditures									
Dept 301 - POLICE									
207-301-702.00	SALARIES AND WAGES	591,326.00	160,594.39	41,862.01		438,731.61	26.80		
207-301-705.00	VACATION PAY	47,231.00	14,690.80	2,441.79		32,540.20	31.10		
207-301-706.00	HOLIDAY PAY	21,070.00	3,425.48	0.00		17,644.52	16.26		
207-301-709.00	EMPLOYER SOCIAL SECURITY	44,000.00	13,103.30	3,199.78		30,896.70	29.78		
207-301-710.00	EMPLOYER MESC	3,000.00	0.00	0.00		3,000.00	0.00		
207-301-712.00	CASH IN LIEU OF BENEFITS	8,000.00	0.00	0.00		8,000.00	0.00		
207-301-713.00	OVERTIME PAY	5,000.00	1,841.93	130.19		3,158.07	36.84		
207-301-717.00	RETIREMENT	207,000.00	51,066.06	11,054.65		155,933.94	24.67		
207-301-719.00	HOSPITALIZATION	136,000.00	36,922.00	8,980.50		99,078.00	27.15		
207-301-724.00	HEALTH CARE SAVING	1,600.00	0.00	0.00		1,600.00	0.00		
207-301-725.00	LIFE INSURANCE	3,500.00	1,050.73	0.00		2,449.27	30.02		
207-301-726.00	DISABILITY INSURANCE	4,900.00	1,452.68	363.17		3,447.32	29.65		
207-301-752.00	OPERATING SUPPLIES	19,500.00	7,906.59	1,073.42		11,593.41	40.55		
207-301-801.00	PROFESSIONAL	6,000.00	316.80	136.80		5,683.20	5.28		
207-301-805.00	FACILITY CONTRACTED MAINTENANCE	1,400.00	466.66	0.00		933.34	33.33		
207-301-809.00	FEES	0.00	60.00	0.00		(60.00)	100.00		
207-301-843.00	MEDICAL PROVIDER SERVICES	500.00	0.00	0.00		500.00	0.00		
207-301-850.00	COMMUNICATIONS	4,500.00	1,460.66	547.93		3,039.34	32.46		
207-301-851.00	MAIL/POSTAGE	250.00	132.14	0.00		117.86	52.86		
207-301-852.00	INTERNET & WEBSITE	650.00	0.00	0.00		650.00	0.00		
207-301-860.00	TRANSPORTATION	17,000.00	6,541.70	2,688.82		10,458.30	38.48		
207-301-880.00	COMMUNITY PROMOTION	0.00	0.00	0.00		0.00	0.00		

REVENUE AND EXPENDITURE REPORT FOR TUSCARORA TWP

PERIOD ENDING 10/31/2023

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED		
		ORIGINAL BUDGET	10/31/2023	MONTH 10/31/2023	BALANCE (ABNORMAL)			
Fund 207 - POLICE FUND								
Expenditures								
207-301-900.00	PRINTING AND PUBLISHING	0.00	0.00	0.00	0.00	0.00		
207-301-913.00	TRAVEL EXPENSES	500.00	3,133.94	1,320.00	5,366.06	36.87		
207-301-915.00	DUES AND MEMBERSHIPS	400.00	115.00	0.00	285.00	28.75		
207-301-916.00	EDUCATION AND TRAINING	3,000.00	9,617.00	0.00	1,383.00	87.43		
207-301-916.01	ACT 302 TRAINING EXPENSES	1,500.00	0.00	0.00	1,500.00	0.00		
207-301-917.00	SEWER O & M	1,000.00	435.54	207.40	564.46	43.55		
207-301-920.00	ELECTRIC	4,500.00	1,286.35	24.83	3,213.65	28.59		
207-301-921.00	NATURAL GAS	1,700.00	205.03	62.36	1,494.97	12.06		
207-301-930.00	MUN. BLDG. REPAIRS & MAINTENANCE	3,000.00	1,163.48	746.17	1,836.52	38.78		
207-301-931.00	REPAIRS AND MAINTENANCE	8,500.00	299.48	105.07	8,200.52	3.52		
207-301-935.00	INSURANCE AND BONDS	17,000.00	21,410.93	0.00	0.00	100.00		
207-301-937.00	WORKMENS COMPENSATION INSURANCE	21,000.00	18,601.68	2,409.00	2,398.32	88.58		
207-301-940.00	POLICE RENTALS	0.00	0.00	0.00	0.00	0.00		
207-301-941.00	CONTINGENCIES	7,000.00	0.00	0.00	2,589.07	0.00		
207-301-948.00	COMPUTER SERVICES	3,500.00	3,067.20	0.00	432.80	87.63		
207-301-975.00	BUILDINGS	1,500.00	0.00	0.00	1,500.00	0.00		
207-301-977.00	EQUIPMENT	12,000.00	0.00	0.00	12,000.00	0.00		
207-301-977.01	MUN BLDG EQUIPMENT	1,000.00	0.00	0.00	1,000.00	0.00		
207-301-980.00	OFFICE & COMPUTER EQUIPMENT	3,000.00	0.00	0.00	3,000.00	0.00		
207-301-981.00	VEHICLES	48,000.00	0.00	0.00	48,000.00	0.00		
207-301-984.00	SOFTWARE	250.00	86.40	0.00	163.60	34.56		
207-301-991.00	LONG TERM DEBT	0.00	0.00	0.00	0.00	0.00		
207-301-993.00	LONG TERM DEBT INTEREST	0.00	0.00	0.00	0.00	0.00		
207-301-995.00	INTERFUND TRANSFER OUT	0.00	0.00	0.00	0.00	0.00		
Total Dept 301 - POLICE		1,260,777.00	360,453.95	77,353.89	924,323.05	28.06		
Dept 999								
207-999-999.99	EXPENSE CLOSING OFFSET	0.00	0.00	0.00	0.00	0.00		
Total Dept 999		0.00	0.00	0.00	0.00	0.00		
TOTAL EXPENDITURES		1,260,777.00	360,453.95	77,353.89	924,323.05	28.06		
Fund 207 - POLICE FUND:								
TOTAL REVENUES		1,260,777.00	1,444.62	68.33	1,259,332.38	0.11		
TOTAL EXPENDITURES		1,260,777.00	360,453.95	77,353.89	924,323.05	28.06		
NET OF REVENUES & EXPENDITURES		0.00	(359,009.33)	(77,285.56)	335,009.33	1,495.87		

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REVENUE AND EXPENDITURE REPORT FOR TUSCARORA TWP

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		ORIGINAL BUDGET	10/31/2023	MONTH 10/31/2023	INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 219 - STREET LIGHTING FUND									
Revenues									
Dept 000									
219-000-402.00	REAL PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00	0.00		
219-000-427.00	STREET LIGHT SPEC ASSESS	34,054.17	0.00	0.00	0.00	34,054.17	0.00		
219-000-665.00	INTEREST INCOME	0.00	0.00	0.00	0.00	0.00	0.00		
219-000-687.00	REFUNDS/REBATES/OVRPMTS	0.00	0.00	0.00	0.00	0.00	0.00		
219-000-699.00	INTERFUND TRANSFER IN	0.00	0.00	0.00	0.00	0.00	0.00		
Total Dept 000		34,054.17	0.00	0.00	0.00	34,054.17	0.00		
TOTAL REVENUES		34,054.17	0.00	0.00	0.00	34,054.17	0.00		
Expenditures									
Dept 448 - STREET LIGHTING									
219-448-920.00	ELECTRIC	38,000.00	8,929.71	2,035.01	2,035.01	29,070.29	23.50		
Total Dept 448 - STREET LIGHTING		38,000.00	8,929.71	2,035.01	2,035.01	29,070.29	23.50		
TOTAL EXPENDITURES		38,000.00	8,929.71	2,035.01	2,035.01	29,070.29	23.50		
Fund 219 - STREET LIGHTING FUND:									
TOTAL REVENUES		34,054.17	0.00	0.00	0.00	34,054.17	0.00		
TOTAL EXPENDITURES		38,000.00	8,929.71	2,035.01	2,035.01	29,070.29	23.50		
NET OF REVENUES & EXPENDITURES		(3,945.83)	(8,929.71)	(2,035.01)	(2,035.01)	4,983.88	226.31		

REVENUE AND EXPENDITURE REPORT FOR TUSCARORA TWP

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED		
		ORIGINAL BUDGET	10/31/2023	MONTH 10/31/2023	INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY									
Revenues									
Dept 000									
248-000-402.00	REAL PROPERTY TAXES	90,000.00	0.00	0.00		90,000.00	0.00		
248-000-412.00	DELINQUENT PERSONAL PROPERTY	0.00	0.00	0.00		0.00	0.00		
248-000-548.00	STATE GRANT - MDOT	0.00	0.00	0.00		0.00	0.00		
248-000-665.00	INTEREST	50.00	0.12	0.00		49.88	0.24		
248-000-674.00	DDA DONATIONS UNSPECIFIED	0.00	1,455.00	0.00		(1,455.00)	100.00		
248-000-674.01	STURGEON DONATIONS	0.00	0.00	0.00		0.00	0.00		
248-000-674.02	SUMMER MUSIC SERIES	2,500.00	0.00	0.00		2,500.00	0.00		
248-000-674.03	FIREWORK DONATIONS	0.00	0.00	0.00		0.00	0.00		
248-000-676.00	REIMBURSEMENT	500.00	0.00	0.00		500.00	0.00		
248-000-687.00	REFUNDS/REBATES	0.00	0.00	0.00		0.00	0.00		
248-000-696.00	PROCEEDS FROM SALES OF BONDS	300,000.00	0.00	0.00		300,000.00	0.00		
Total Dept 000		393,050.00	1,455.12	0.00		391,594.88	0.37		
Dept 999									
248-999-599.99	REVENUE CLOSING OFFSET	0.00	0.00	0.00		0.00	0.00		
Total Dept 999		0.00	0.00	0.00		0.00	0.00		
TOTAL REVENUES		393,050.00	1,455.12	0.00		391,594.88	0.37		
Expenditures									
Dept 271									
248-271-959.00	CONTRIBUTIONS TO OTHER GOVERNMENTS	0.00	0.00	0.00		0.00	0.00		
248-271-977.00	EQUIPMENT	0.00	0.00	0.00		0.00	0.00		
Total Dept 271		0.00	0.00	0.00		0.00	0.00		
Dept 728									
248-728-702.00	ADMINISTRATION	2,000.00	0.00	0.00		2,000.00	0.00		
248-728-709.00	EMPLOYER SOCIAL SECURITY	154.00	0.00	0.00		154.00	0.00		
248-728-752.00	SUPPLIES	500.00	0.00	0.00		500.00	0.00		
248-728-752.01	SUPPLIES FOR STURGEON	0.00	0.00	0.00		0.00	0.00		
248-728-801.00	PROFESSIONAL/CONTRACTUAL	4,500.00	400.00	0.00		4,100.00	8.89		
248-728-801.01	ACCOUNTING FEES	4,500.00	0.00	0.00		4,500.00	0.00		
248-728-851.00	MAIL/POSTAGE	50.00	0.00	0.00		50.00	0.00		
248-728-880.00	COMMUNITY PROMOTION	3,500.00	0.00	0.00		3,500.00	0.00		
248-728-880.01	SUMMER MUSIC SERIES	3,000.00	4,755.50	0.00		744.50	86.46		
248-728-880.02	FIREWORKS	500.00	0.00	0.00		500.00	0.00		
248-728-900.00	PUBLICATIONS	0.00	0.00	0.00		0.00	0.00		
248-728-910.00	EDUCATION & TRAINING	0.00	0.00	0.00		0.00	0.00		
248-728-915.00	DUES/MEMBERSHIPS	100.00	0.00	0.00		100.00	0.00		
248-728-934.00	REPAIRS/MAINTENANCE	2,500.00	1,295.00	0.00		1,205.00	51.80		
248-728-941.00	CONTINGENCIES	8,746.00	0.00	0.00		6,246.00	0.00		
248-728-974.00	LAND IMPROVEMENTS	300,000.00	0.00	0.00		300,000.00	0.00		
248-728-974.01	STURGEON IMPROVEMENTS	0.00	0.00	0.00		0.00	0.00		
248-728-991.00	PRINCIPAL PAYMENT	30,000.00	29,000.00	0.00		1,000.00	96.67		
248-728-992.00	BOND INTEREST PAYMENT	33,000.00	15,452.17	0.00		17,547.83	46.82		
Total Dept 728		393,050.00	50,902.67	0.00		342,147.33	12.95		

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REVENUE AND EXPENDITURE REPORT FOR TUSCARORA TWP

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		ORIGINAL BUDGET	10/31/2023 NORMAL (ABNORMAL)	MONTH 10/31/2023 INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY								
Expenditures								
Dept 999								
248-999-999.99	EXPENSE CLOSING OFFSET	0.00	0.00	0.00	0.00	0.00		
Total Dept 999		0.00	0.00	0.00	0.00	0.00		
TOTAL EXPENDITURES		393,050.00	50,902.67	0.00	342,147.33	12.95		
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:								
TOTAL REVENUES		393,050.00	1,455.12	0.00	391,594.88	0.37		
TOTAL EXPENDITURES		393,050.00	50,902.67	0.00	342,147.33	12.95		
NET OF REVENUES & EXPENDITURES		0.00	(49,447.55)	0.00	49,447.55	100.00		

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED		
		ORIGINAL BUDGET	10/31/2023 NORMAL (ABNORMAL)	MONTH 10/31/2023 INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 271 - LIBRARY FUND								
Revenues								
Dept 000								
271-000-403.00	PROPERTY TAXES	187,700.00	0.00	0.00	187,700.00	0.00		
271-000-412.00	DELINQUENT PERSONAL PROPERTY	0.00	0.00	0.00	0.00	0.00		
271-000-503.00	GRANTS - GENERAL	100.00	0.00	0.00	100.00	0.00		
271-000-540.00	STATE AID	4,640.00	2,352.80	0.00	2,287.20	50.71		
271-000-541.00	PENAL FINES	25,113.00	29,499.08	0.00	(4,386.08)	117.47		
271-000-566.00	STATE GRANTS	0.00	0.00	0.00	0.00	0.00		
271-000-626.00	CHARGES FOR SERVICES - MISC. FEE	1,500.00	803.35	0.00	696.65	53.56		
271-000-629.00	NON-RESIDENT FEES	1,000.00	194.00	0.00	806.00	19.40		
271-000-642.00	MISCELLANEOUS - BOOK SALES	0.00	0.00	0.00	0.00	0.00		
271-000-655.00	FINES - BOOK	750.00	174.65	0.00	575.35	23.29		
271-000-665.01	INVESTMENT INTEREST	8,000.00	0.00	0.00	8,000.00	0.00		
271-000-665.02	INTEREST INCOME	20.00	0.00	0.00	20.00	0.00		
271-000-666.00	DIVIDENDS	0.00	0.00	0.00	0.00	0.00		
271-000-674.01	DONATIONS - PRIVATE	1,000.00	3,900.00	0.00	(2,900.00)	390.00		
271-000-674.04	DONATIONS-FRIENDS OF LIBRARY	3,000.00	425.80	0.00	2,574.20	14.19		
271-000-678.00	DONATIONS-FRIENDS OF LIBRARY	0.00	0.00	0.00	0.00	0.00		
271-000-684.00	ENHANCEMENT GRANTS COMMUNITY	4,000.00	4,106.00	4,106.00	(106.00)	102.65		
271-000-687.00	REFUNDS/OVERPAYMENTS	0.00	0.00	0.00	0.00	0.00		
Total Dept 000		236,823.00	41,455.68	4,106.00	195,367.32	17.50		
Dept 999								
271-999-599.99	REVENUE CLOSING OFFSET	0.00	0.00	0.00	0.00	0.00		
Total Dept 999		0.00	0.00	0.00	0.00	0.00		
TOTAL REVENUES		236,823.00	41,455.68	4,106.00	195,367.32	17.50		
Expenditures								
Dept 790 - LIBRARY								
271-790-702.00	WAGES - FULL TIME	67,000.00	22,385.50	5,833.70	44,614.50	33.41		
271-790-703.00	LIBRARY SALARY	43,000.00	13,192.33	3,307.70	29,807.67	30.68		
271-790-709.00	EMPLOYER SOCIAL SECURITY	8,690.00	2,721.68	699.31	5,968.32	31.32		
271-790-710.00	EMPLOYER MESC	300.00	56.00	0.00	244.00	18.67		
271-790-713.00	OVERTIME PAY	0.00	0.00	0.00	0.00	0.00		
271-790-750.00	OFFICE SUPPLIES	3,500.00	3,375.11	0.00	124.89	96.43		
271-790-750.01	MAKERSPACE SUPPLIES	2,000.00	91.29	0.00	1,908.71	4.56		
271-790-751.00	MAINTENANCE SUPPLIES	500.00	135.01	0.00	364.99	27.00		
271-790-752.00	BOOKS - ADULTS	7,000.00	1,663.56	0.00	5,336.44	23.77		
271-790-752.01	PERIODICALS	350.00	0.00	0.00	350.00	0.00		
271-790-752.02	DVD	1,000.00	259.13	0.00	740.87	25.91		
271-790-752.03	REFERENCE	550.00	0.00	0.00	550.00	0.00		
271-790-752.04	LARGE PRINT MATERIAL	3,500.00	526.14	44.94	2,973.86	15.03		
271-790-752.05	YOUNG ADULT BOOKS	1,500.00	178.29	0.00	1,321.71	11.89		
271-790-752.11	JUNIOR BOOKS	2,500.00	197.29	0.00	2,302.71	7.89		
271-790-752.12	GAMES/PUZZLES	500.00	150.16	0.00	349.84	30.03		
271-790-752.13	CHILDREN BOOK	3,000.00	522.47	0.00	2,477.53	17.42		
271-790-752.14	E-RESOURCES	11,327.00	5,341.33	366.09	5,985.67	47.16		
271-790-752.15	LIBRARY OF THINGS	500.00	0.00	0.00	500.00	0.00		
271-790-752.16		0.00	0.00	0.00	0.00	0.00		
271-790-752.17		0.00	0.00	0.00	0.00	0.00		
271-790-754.00	COMPUTER AND TECHNOLOGY SUPPLIES	1,000.00	1,594.99	0.00	(594.99)	159.50		
271-790-801.00	PROFESSIONAL & CONTRACTUAL	5,000.00	117.50	117.50	4,882.50	2.35		

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		ORIGINAL BUDGET	10/31/2023 NORMAL (ABNORMAL)	MONTH 10/31/2023 INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 271 - LIBRARY FUND								
Expenditures								
271-790-805.00	FACILITY CONTRACTED MAINTENANCE	6,000.00	3,279.42	617.50	2,720.58	54.66		
271-790-809.00	ADMINISTRATIVE FEES-FDN	2,000.00	0.00	0.00	2,000.00	0.00		
271-790-850.00	COMMUNICATIONS	650.00	238.87	39.99	411.13	36.75		
271-790-851.00	MAIL/POSTAGE	3,000.00	0.00	0.00	3,000.00	0.00		
271-790-852.00	INTERNET & WEBSITE	2,500.00	484.20	0.00	2,015.80	19.37		
271-790-860.00	TRANSPORTATION	1,000.00	0.00	0.00	1,000.00	0.00		
271-790-880.00	COMMUNITY PROMOTION - PROGRAMMIN	8,000.00	1,312.65	225.00	6,687.35	16.41		
271-790-900.00	PRINTING AND PUBLISHING	5,000.00	2,071.99	0.00	2,928.01	41.44		
271-790-910.00	EDUCATION & TRAINING	750.00	0.00	0.00	750.00	0.00		
271-790-915.00	MEMBERSHIP & DUES	2,500.00	1,351.40	0.00	1,148.60	54.06		
271-790-917.00	SEWER O & M	1,500.00	414.10	226.19	1,085.90	27.61		
271-790-920.00	ELECTRIC	6,000.00	1,715.16	33.10	4,284.84	28.59		
271-790-921.00	NATURAL GAS	3,000.00	273.39	83.15	2,726.61	9.11		
271-790-930.00	REPAIRS & MAINT. LAND & BUILDING	10,000.00	1,163.49	746.17	8,836.51	11.63		
271-790-931.00	REPAIRS/MAINTENANCE - EQUIPMENT	500.00	0.00	0.00	500.00	0.00		
271-790-933.00	SOFTWARE MAINT AGREEMENT	4,500.00	1,913.33	0.00	2,586.67	42.52		
271-790-935.00	INSURANCE	2,000.00	1,425.81	0.00	574.19	71.29		
271-790-937.00	WORKMENS COMP INSURANCE	300.00	56.63	0.00	243.37	18.88		
271-790-940.00	RENTALS	2,000.00	862.63	259.71	1,137.37	43.13		
271-790-948.00	COMPUTER SERVICES	1,500.00	0.00	0.00	1,500.00	0.00		
271-790-956.00	MEL REPLACEMENT	200.00	38.99	0.00	161.01	19.50		
271-790-975.01	BUILDING ADDITIONS & IMPROVEMENTS	7,706.00	0.00	0.00	7,706.00	0.00		
271-790-977.00	EQUIPMENT	500.00	5,535.00	0.00	(5,035.00)	1,107.00		
271-790-980.00	OFFICE EQUIP & FURNITURE	3,000.00	1,248.50	708.80	1,751.50	41.62		
271-790-990.00	LONG TERM DEBT	0.00	0.00	0.00	0.00	0.00		
271-790-992.00	LONG TERM DEBT INTEREST	0.00	0.00	0.00	0.00	0.00		
Total Dept 790 - LIBRARY		236,823.00	75,893.34	13,308.85	160,929.66	32.05		
Dept 999								
271-999-999.99	EXPENSE CLOSING OFFSET	0.00	0.00	0.00	0.00	0.00		
Total Dept 999		0.00	0.00	0.00	0.00	0.00		
TOTAL EXPENDITURES		236,823.00	75,893.34	13,308.85	160,929.66	32.05		
Fund 271 - LIBRARY FUND:								
TOTAL REVENUES		236,823.00	41,455.68	4,106.00	195,367.32	17.50		
TOTAL EXPENDITURES		236,823.00	75,893.34	13,308.85	160,929.66	32.05		
NET OF REVENUES & EXPENDITURES		0.00	(34,437.66)	(9,202.85)	34,437.66	100.00		

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED			
		ORIGINAL BUDGET	10/31/2023 NORMAL (ABNORMAL)	MONTH INCREASE	10/31/2023 (DECREASE)					
Fund 282 - ARPA FUND										
Revenues										
Dept 000										
282-000-528.00	STATE GRANTS ARPA	0.00	0.00	0.00	0.00	0.00	0.00			
Total Dept 000		0.00	0.00	0.00	0.00	0.00	0.00			
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00			
Expenditures										
Dept 101 - TOWNSHIP BOARD										
282-101-977.00	EQUIPMENT	0.00	2,137.92	2,137.92	2,137.92	(2,137.92)	100.00			
Total Dept 101 - TOWNSHIP BOARD		0.00	2,137.92	2,137.92	2,137.92	(2,137.92)	100.00			
Dept 262 - ELECTIONS										
282-262-704.01	ARPA PAY ELECTIONS	0.00	0.00	0.00	0.00	0.00	0.00			
282-262-709.00	EMPLOYER SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00	0.00			
Total Dept 262 - ELECTIONS		0.00	0.00	0.00	0.00	0.00	0.00			
Dept 265 - BUILDING AND GROUNDS										
282-265-930.00	REPAIRS/MAINT. LAND & BLDG.	0.00	9,680.25	0.00	0.00	(9,680.25)	100.00			
Total Dept 265 - BUILDING AND GROUNDS		0.00	9,680.25	0.00	0.00	(9,680.25)	100.00			
Dept 301 - POLICE										
282-301-702.01	ARPA PREMIUM PAY	0.00	0.00	0.00	0.00	0.00	0.00			
282-301-709.00	EMPLOYER SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00	0.00			
282-301-931.00	REPAIRS/MAINTENANCE - EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00			
282-301-981.00	VEHICLES	0.00	0.00	0.00	0.00	0.00	0.00			
Total Dept 301 - POLICE		0.00	0.00	0.00	0.00	0.00	0.00			
Dept 336 - FIRE PROTECTION										
282-336-977.00	EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00			
Total Dept 336 - FIRE PROTECTION		0.00	0.00	0.00	0.00	0.00	0.00			
Dept 446 - ROADS STREETS BRIDGES										
282-446-801.00	ARPA ROAD IMPROVEMENTS	0.00	129,633.58	129,633.58	129,633.58	(129,633.58)	100.00			
Total Dept 446 - ROADS STREETS BRIDGES		0.00	129,633.58	129,633.58	129,633.58	(129,633.58)	100.00			
Dept 751 - PARKS AND RECREATION										
282-751-702.01	ARPA PREMIUM PAY PARKS	0.00	0.00	0.00	0.00	0.00	0.00			
282-751-709.00	EMPLOYER SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00	0.00			
Total Dept 751 - PARKS AND RECREATION		0.00	0.00	0.00	0.00	0.00	0.00			

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REVENUE AND EXPENDITURE REPORT FOR TUSCARORA TWP

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	10/31/2023 NORMAL (ABNORMAL)	MONTH 10/31/2023 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 282 - ARPA FUND Expenditures						
TOTAL EXPENDITURES		0.00	141,451.75	131,771.50	(141,451.75)	100.00
Fund 282 - ARPA FUND:						
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	141,451.75	131,771.50	(141,451.75)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(141,451.75)	(131,771.50)	141,451.75	100.00

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED
		ORIGINAL BUDGET	10/31/2023 NORMAL (ABNORMAL)	MONTH 10/31/2023 INCREASE (DECREASE)			
Fund 394 - TAX INCR REV BONDS SERIES 2020 DEBT RETI							
Revenues							
Dept 000							
394-000-699.00	INTERFUND TRANSFER IN	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
Expenditures							
Dept 906							
394-906-992.00	BOND PRINCIPAL PAYMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 906		0.00	0.00	0.00	0.00	0.00	0.00
Dept 996							
394-996-993.00	BOND INTEREST PAYMENT	0.00	0.00	0.00	0.00	0.00	0.00
Total Dept 996		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
Fund 394 - TAX INCR REV BONDS SERIES 2020 DEBT RETI:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR TUSCARORA TWP

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED		
		ORIGINAL BUDGET	10/31/2023 NORMAL (ABNORMAL)	MONTH 10/31/2023 INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 502 - BOAT LAUNCH								
Revenues								
Dept 000								
502-000-653.00	BOAT LAUNCH FEES	12,000.00	6,944.30	415.80	5,055.70	57.87		
502-000-699.00	INTERFUND TRANSFER IN	0.00	0.00	0.00	0.00	0.00		
Total Dept 000		12,000.00	6,944.30	415.80	5,055.70	57.87		
TOTAL REVENUES		12,000.00	6,944.30	415.80	5,055.70	57.87		
Expenditures								
Dept 756 - BOAT LAUNCH								
502-756-702.00	SALARIES AND WAGES	0.00	0.00	0.00	0.00	0.00		
502-756-709.00	EMPLOYER SOCIAL SECURITY	0.00	0.00	0.00	0.00	0.00		
502-756-752.00	OPERATING SUPPLIES	2,000.00	0.00	0.00	2,000.00	0.00		
502-756-801.00	BOAT LAUNCH CONTRACTED SERVICES	2,500.00	0.00	0.00	2,500.00	0.00		
502-756-920.00	ELECTRIC	1,000.00	193.13	43.93	806.87	19.31		
502-756-930.00	REPAIRS/MAINT. LAND & BLDG.	500.00	0.00	0.00	500.00	0.00		
502-756-940.00	BOAT LAUNCH LEASE	1,500.00	0.00	0.00	1,500.00	0.00		
Total Dept 756 - BOAT LAUNCH		7,500.00	193.13	43.93	7,306.87	2.58		
TOTAL EXPENDITURES		7,500.00	193.13	43.93	7,306.87	2.58		
Fund 502 - BOAT LAUNCH:								
TOTAL REVENUES		12,000.00	6,944.30	415.80	5,055.70	57.87		
TOTAL EXPENDITURES		7,500.00	193.13	43.93	7,306.87	2.58		
NET OF REVENUES & EXPENDITURES		4,500.00	6,751.17	371.87	(2,251.17)	150.03		

REVENUE AND EXPENDITURE REPORT FOR TUSCARORA TWP

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED		
		ORIGINAL BUDGET	10/31/2023	MONTH 10/31/2023	NORMAL (ABNORMAL)			
Fund 590 - SEWER FUND								
Revenues								
Dept 000								
590-000-451.00	SPECIAL ASSESSMENTS	60,931.00	0.00	0.00	60,931.00	0.00		
590-000-502.00	GRANT REVENUE	0.00	0.00	0.00	0.00	0.00		
590-000-548.00	STATE CONTRIB FOR LAND	0.00	0.00	0.00	0.00	0.00		
590-000-569.00	SEWER GRANT FUNDS	0.00	0.00	0.00	0.00	0.00		
590-000-581.00	LOCAL CONTRIBUTION FOR LAND	0.00	0.00	0.00	0.00	0.00		
590-000-626.00	CHARGES FOR SERVICES RENDERED	0.00	0.00	0.00	0.00	0.00		
590-000-628.00	SEWER HOOK-UP/BENEFIT FEE	0.00	0.00	0.00	0.00	0.00		
590-000-642.00	SOM CONTRACT	0.00	0.00	0.00	0.00	0.00		
590-000-651.00	FEES OPERATING	159,000.00	80,897.52	0.00	78,102.48	50.88		
590-000-651.01	RRI FEES	0.00	0.00	0.00	0.00	0.00		
590-000-658.00	FINES	4,400.00	6,676.21	4,024.80	(2,276.21)	151.73		
590-000-665.00	INTEREST	64,004.61	236.98	0.00	63,767.63	0.37		
590-000-666.00	DIVIDENDS	0.00	0.00	0.00	0.00	0.00		
590-000-674.00	CONTRIBUTIONS FROM PRIVATE SOURC	0.00	0.00	0.00	0.00	0.00		
590-000-676.00	REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00		
590-000-687.00	REFUNDS/OVERPAYMENTS	0.00	0.00	0.00	0.00	0.00		
590-000-699.00	INTERFUND TRANSFER IN	0.00	0.00	0.00	0.00	0.00		
Total Dept 000		288,335.61	87,810.71	4,024.80	200,524.90	30.45		
Dept 999								
590-999-599.99	REVENUE CLOSING OFFSET	0.00	0.00	0.00	0.00	0.00		
Total Dept 999		0.00	0.00	0.00	0.00	0.00		
TOTAL REVENUES		288,335.61	87,810.71	4,024.80	200,524.90	30.45		
Expenditures								
Dept 536 - WATER AND SEWER SYSTEMS								
590-536-702.00	SEWER HOURLY	0.00	0.00	0.00	0.00	0.00		
590-536-709.00	EMPLOYER SOCIAL SECURITY - SEWER	0.00	0.00	0.00	0.00	0.00		
590-536-751.00	LAB CHEMICALS & SUPPLIES	9,500.00	2,948.24	0.00	6,551.76	31.03		
590-536-752.00	OPERATING SUPPLIES	300.00	0.00	0.00	300.00	0.00		
590-536-801.00	OPERATIONS CONTRACT	75,000.00	24,736.74	6,050.00	50,263.26	32.98		
590-536-801.01	MISC PROFESSIONAL	6,000.00	350.00	0.00	5,650.00	5.83		
590-536-801.02	O & M ADDITIONAL SERVICES	1,500.00	0.00	0.00	1,500.00	0.00		
590-536-801.03	SEWER DEPT CONTRACTED SERV	0.00	57.00	0.00	(57.00)	100.00		
590-536-802.00	LEGAL, PERMITS	12,000.00	0.00	0.00	12,000.00	0.00		
590-536-805.00	LAB ANALYSIS	2,000.00	1,318.16	0.00	681.84	65.91		
590-536-806.00	LOCATING SERVICE & MISS DIG	6,500.00	238.05	0.00	6,261.95	3.66		
590-536-807.00	BIOSOLID LAND	12,000.00	11,180.00	0.00	820.00	93.17		
590-536-852.00	INTERNET	600.00	160.08	40.01	439.92	26.68		
590-536-861.00	MILEAGE REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00		
590-536-900.00	PUBLICATIONS	1,000.00	0.00	0.00	1,000.00	0.00		
590-536-916.00	EDUCATION AND TRAINING	0.00	0.00	0.00	0.00	0.00		
590-536-920.00	ELECTRIC	40,000.00	15,278.14	5,462.77	24,721.86	38.20		
590-536-930.00	REPAIRS/MAINT. LAND & BLDG.	2,000.00	0.00	0.00	2,000.00	0.00		
590-536-931.00	REPAIRS/MAINTENANCE - EQUIPMENT	18,000.00	19,769.90	1,274.60	(1,769.90)	109.83		
590-536-933.00	SOFTWARE MAINT AGREEMENT	750.00	0.00	0.00	750.00	0.00		
590-536-935.00	LIABILITY INSURANCE	1,900.00	2,389.00	0.00	(489.00)	125.74		
590-536-940.00	TREATMENT FACILITY RENTALS	0.00	0.00	0.00	0.00	0.00		
590-536-948.00	COMPUTER SERVICES	0.00	0.00	0.00	0.00	0.00		
590-536-967.00	STATE PARK SEWER	0.00	0.00	0.00	0.00	0.00		

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		ORIGINAL BUDGET	10/31/2023 NORMAL (ABNORMAL)	MONTH 10/31/2023 INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 590 - SEWER FUND								
Expenditures								
590-536-968.00	DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00		
590-536-975.00	BUILDINGS	0.00	0.00	0.00	0.00	0.00		
590-536-977.00	EQUIPMENT	0.00	2,330.34	1,349.34	(2,330.34)	100.00		
590-536-980.00	COMPUTER & OFFICE EQUIP	0.00	0.00	0.00	0.00	0.00		
590-536-984.00	SOFTWARE	0.00	0.00	0.00	0.00	0.00		
Total Dept 536 - WATER AND SEWER SYSTEMS		189,050.00	80,755.65	14,176.72	108,294.35	42.72		
Dept 901 - CIP								
590-901-970.00	SEWER CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00		
Total Dept 901 - CIP		0.00	0.00	0.00	0.00	0.00		
Dept 906								
590-906-992.00	BOND PRINCIPAL PAYMENT	63,000.00	0.00	0.00	63,000.00	0.00		
590-906-993.00	BOND INTEREST PAYMENT	55,000.00	0.00	0.00	55,000.00	0.00		
Total Dept 906		118,000.00	0.00	0.00	118,000.00	0.00		
Dept 966								
590-966-995.00	INTERFUND TRANSFER OUT	0.00	0.00	0.00	0.00	0.00		
Total Dept 966		0.00	0.00	0.00	0.00	0.00		
Dept 999								
590-999-999.99	EXPENSE CLOSING OFFSET	0.00	0.00	0.00	0.00	0.00		
Total Dept 999		0.00	0.00	0.00	0.00	0.00		
TOTAL EXPENDITURES		307,050.00	80,755.65	14,176.72	226,294.35	26.30		
Fund 590 - SEWER FUND:								
TOTAL REVENUES		288,335.61	87,810.71	4,024.80	200,524.90	30.45		
TOTAL EXPENDITURES		307,050.00	80,755.65	14,176.72	226,294.35	26.30		
NET OF REVENUES & EXPENDITURES		(18,714.39)	7,055.06	(10,151.92)	(25,769.45)	37.70		

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED		
		ORIGINAL BUDGET	10/31/2023	MONTH 10/31/2023	NORMAL (ABNORMAL)			
Fund 703 - CURRENT TAX COLLECTION FUND								
Revenues								
Dept 000								
703-000-699.00	INTERFUND TRANSFER IN	0.00	0.00	0.00	0.00	0.00		
Total Dept 000		0.00	0.00	0.00	0.00	0.00		
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00		
Fund 703 - CURRENT TAX COLLECTION FUND:								
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00		
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00		

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR		AVAILABLE BALANCE (ABNORMAL)	% BDGT USED			
		ORIGINAL BUDGET	10/31/2023 NORMAL (ABNORMAL)	MONTH 10/31/2023 INCREASE (DECREASE)						
Fund 811 - ROAD CAPITAL PROJECT FUND										
Revenues										
Dept 000										
811-000-665.00	INTEREST INCOME	0.00	0.00	0.00		0.00	0.00			
811-000-674.00	CONTRIBUTIONS / PRIVATE	0.00	0.00	0.00		0.00	0.00			
811-000-696.00	PROCEEDS FROM DEBT ISSUED	0.00	0.00	0.00		0.00	0.00			
811-000-699.00	INTERFUND TRANSFER IN	0.00	0.00	0.00		0.00	0.00			
Total Dept 000		0.00	0.00	0.00		0.00	0.00			
TOTAL REVENUES		0.00	0.00	0.00		0.00	0.00			
Expenditures										
Dept 450 - ROAD AND STREET DETAIL										
811-450-801.00	OPERATIONS CONTRACT	0.00	0.00	0.00		0.00	0.00			
811-450-809.00	FILING FEES	0.00	0.00	0.00		0.00	0.00			
811-450-851.00	MAIL/POSTAGE	0.00	0.00	0.00		0.00	0.00			
811-450-900.00	PUBLICATIONS	0.00	0.00	0.00		0.00	0.00			
811-450-989.00	ROAD IMPROVEMENT	0.00	0.00	0.00		0.00	0.00			
Total Dept 450 - ROAD AND STREET DETAIL		0.00	0.00	0.00		0.00	0.00			
Dept 966										
811-966-995.00	INTERFUND TRANSFER OUT	0.00	0.00	0.00		0.00	0.00			
Total Dept 966		0.00	0.00	0.00		0.00	0.00			
TOTAL EXPENDITURES		0.00	0.00	0.00		0.00	0.00			
Fund 811 - ROAD CAPITAL PROJECT FUND:										
TOTAL REVENUES		0.00	0.00	0.00		0.00	0.00			
TOTAL EXPENDITURES		0.00	0.00	0.00		0.00	0.00			
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00		0.00	0.00			

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED		
		ORIGINAL BUDGET	10/31/2023 NORMAL (ABNORMAL)	MONTH 10/31/2023 INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 860 - SPECIAL ASSESSMENT								
Revenues								
Dept 000								
860-000-451.00	SPEC ASSESSMENT	0.00	0.00	0.00	0.00	0.00		
860-000-451.01	PROSPECT/CHIPPEWA BEACH	71,383.94	0.00	0.00	71,383.94	0.00		
860-000-451.02	WAHBEET	16,456.00	0.00	0.00	16,456.00	0.00		
860-000-665.00	INTEREST INCOME	250.00	58.71	0.00	191.29	23.48		
860-000-665.01	INTEREST-CHIPPEWA BEACH	6,219.49	0.00	0.00	6,219.49	0.00		
860-000-665.02	INTEREST-WAHBEET	1,434.21	0.00	0.00	1,434.21	0.00		
860-000-674.00	CONTRIBUTIONS FROM PRIVATE SOURC	0.00	0.00	0.00	0.00	0.00		
860-000-699.00	INTERFUND TRANSFER IN	25,000.00	0.00	0.00	25,000.00	0.00		
Total Dept 000		120,743.64	58.71	0.00	120,684.93	0.05		
Dept 999								
860-999-599.99	REV CLOSING OFFSET	0.00	0.00	0.00	0.00	0.00		
Total Dept 999		0.00	0.00	0.00	0.00	0.00		
TOTAL REVENUES		120,743.64	58.71	0.00	120,684.93	0.05		
Expenditures								
Dept 450 - ROAD AND STREET DETAIL								
860-450-964.00	REFUNDS AND REBATES	0.00	0.00	0.00	0.00	0.00		
860-450-993.00	BOND INTEREST PAYMENT	24,000.00	7,990.86	0.00	16,009.14	33.30		
Total Dept 450 - ROAD AND STREET DETAIL		24,000.00	7,990.86	0.00	16,009.14	33.30		
Dept 906								
860-906-992.00	BOND PAYMENT	226,000.00	0.00	0.00	226,000.00	0.00		
Total Dept 906		226,000.00	0.00	0.00	226,000.00	0.00		
Dept 966								
860-966-995.00	INTERFUND TRANSFER OUT	0.00	0.00	0.00	0.00	0.00		
Total Dept 966		0.00	0.00	0.00	0.00	0.00		
Dept 999								
860-999-999.99	EXP CLOSING OFFSET	0.00	0.00	0.00	0.00	0.00		
Total Dept 999		0.00	0.00	0.00	0.00	0.00		
TOTAL EXPENDITURES		250,000.00	7,990.86	0.00	242,009.14	3.20		
Fund 860 - SPECIAL ASSESSMENT:								
TOTAL REVENUES		120,743.64	58.71	0.00	120,684.93	0.05		
TOTAL EXPENDITURES		250,000.00	7,990.86	0.00	242,009.14	3.20		
NET OF REVENUES & EXPENDITURES		(129,256.36)	(7,932.15)	0.00	(121,324.21)	6.14		

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REVENUE AND EXPENDITURE REPORT FOR TUSCARORA TWP

PERIOD ENDING 10/31/2023

% Fiscal Year Completed: 33.61

Page: 25/25

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		ORIGINAL	10/31/2023	MONTH 10/31/2023	BALANCE	
		BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
TOTAL REVENUES - ALL FUNDS		3,374,092.64	423,765.56	11,954.17	2,950,327.08	12.56
TOTAL EXPENDITURES - ALL FUNDS		3,533,188.95	1,008,731.63	284,108.14	2,548,457.32	28.36
NET OF REVENUES & EXPENDITURES		(159,096.31)	(584,966.07)	(272,153.97)	401,869.76	319.49

Check Register Report For Tuscarora Township
For Check Dates 10/01/2023 to 10/31/2023

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
10/26/2023	POOL	34861	MESSA	1,194.29	1,194.29	0.00	Open
10/26/2023	POOL	34862	MICHIGAN STATE DISBURSEMENT UNIT	222.01	222.01	0.00	Open
10/26/2023	POOL	34863	UMB BANK, F/B/O PLANMEMBER	540.00	540.00	0.00	Open
10/26/2023	POOL	DD1401	KRAMER, ROBERT A	939.69	0.00	742.16	Cleared
10/26/2023	POOL	DD1402	DILLAHA, JANICE A	1,072.19	0.00	897.15	Cleared
10/26/2023	POOL	DD1403	DRALLE - DECKER, KAREN M	860.81	0.00	725.57	Cleared
10/26/2023	POOL	DD1404	PEARSON, KIMBERLY	163.08	0.00	143.67	Cleared
10/26/2023	POOL	DD1405	VANCE, JANET M	163.08	0.00	143.68	Cleared
10/26/2023	POOL	DD1406	ODENWALD, RONALD	192.31	0.00	169.42	Cleared
10/26/2023	POOL	DD1407	REIDSMA, JAY D	939.69	0.00	827.87	Cleared
10/26/2023	POOL	DD1408	GREEN, CHRIS	1,707.75	0.00	1,371.98	Cleared
10/26/2023	POOL	DD1409	PASSINO, PENNY	440.00	0.00	387.64	Cleared
10/26/2023	POOL	DD1410	PARROTTINO, KRIS	192.31	0.00	169.42	Cleared
10/26/2023	POOL	DD1411	KEIPERT, R DOUGLAS	2,115.38	0.00	1,682.18	Cleared
10/26/2023	POOL	DD1412	BROWN, BRIDGET	1,297.50	0.00	1,119.89	Cleared
10/26/2023	POOL	DD1413	MYERSON, JANET C	2,523.59	0.00	1,858.73	Cleared
10/26/2023	POOL	DD1414	CHAMBERLAIN, WALTER C.	2,394.40	0.00	1,706.41	Cleared
10/26/2023	POOL	DD1415	BLUMKE, BRANDON D.	5,166.80	0.00	3,831.16	Cleared
10/26/2023	POOL	DD1416	DIEHL, CHRISTOPHER V	2,393.40	0.00	1,695.65	Cleared
10/26/2023	POOL	DD1417	TEMPLE, JR, GORDON M.	3,054.40	0.00	1,857.44	Cleared
10/26/2023	POOL	DD1418	BRACE, DAWSON	1,080.00	0.00	894.26	Cleared
10/26/2023	POOL	DD1419	ANDERSON, MICKELO M	2,314.40	0.00	1,809.65	Cleared
10/26/2023	POOL	DD1420	LALONDE, STACY A	2,314.40	0.00	1,924.90	Cleared
10/26/2023	POOL	DD1421	JOHNSON, JEFFREY A.	2,314.40	0.00	1,367.04	Cleared
10/26/2023	POOL	DD1422	SCHOFIELD, DOUGLAS D	2,115.38	0.00	1,446.67	Cleared
10/26/2023	POOL	DD1423	RADLE JR, THOMAS J.	1,538.46	0.00	1,309.20	Cleared
10/26/2023	POOL	DD1424	RUTKOWSKI, KELSEY J	1,653.85	0.00	1,330.96	Cleared
10/26/2023	POOL	DD1425	LINTZ, SANDRA L	1,161.10	0.00	922.19	Cleared
10/26/2023	POOL	DD1426	ERDMANN, LORETTA	528.00	0.00	432.55	Cleared
10/26/2023	POOL	DD1427	MARTENES, VIRGINIA	315.60	0.00	278.04	Cleared

Check Register Report For Tuscarora Township
For Check Dates 10/01/2023 to 10/31/2023

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
10/26/2023	POOL	DD1428	BUTLER, ISABELLE	288.00	0.00	253.74	Cleared
10/26/2023	POOL	DD1429	STRADLING, ANTIONETTE	574.00	0.00	505.69	Cleared
10/26/2023	POOL	EFT519	INTERNAL REVENUE SERVICE	9,066.56	9,066.56	0.00	Open
10/26/2023	POOL	EFT520	MUNICIPAL EMPLOYEE RETIREMENT SERVICES	253.85	253.85	0.00	Open
10/26/2023	POOL	EFT521	MUNICIPAL EMPLOYEE RETIREMENT SERVICES	180.00	180.00	0.00	Open
10/26/2023	POOL	EFT522	STATE OF MICHIGAN	1,645.99	1,645.99	0.00	Open
10/12/2023	POOL	34844	MESSA	1,194.29	1,194.29	0.00	Open
10/12/2023	POOL	34845	MICHIGAN STATE DISBURSEMENT UNIT	222.01	222.01	0.00	Open
10/12/2023	POOL	34846	UMB BANK, F/B/O PLANMEMBER	540.00	540.00	0.00	Open
10/12/2023	POOL	34847	FRATERNAL ORDER OF POLICE	320.00	320.00	0.00	Open
10/12/2023	GNCHK	DD1371	KRAMER, ROBERT A	939.69	0.00	742.17	Cleared
10/12/2023	GNCHK	DD1372	DILLAHA, JANICE A	1,072.19	0.00	897.14	Cleared
10/12/2023	GNCHK	DD1373	DRALLE - DECKER, KAREN M	945.17	0.00	791.44	Cleared
10/12/2023	GNCHK	DD1374	PEARSON, KIMBERLY	163.08	0.00	143.68	Cleared
10/12/2023	GNCHK	DD1375	VANCE, JANET M	163.08	0.00	143.67	Cleared
10/12/2023	GNCHK	DD1376	ODENWALD, RONALD	192.31	0.00	169.43	Cleared
10/12/2023	GNCHK	DD1377	REIDSMA, JAY D	939.69	0.00	827.86	Cleared
10/12/2023	GNCHK	DD1378	GREEN, CHRIS	1,840.00	0.00	1,472.62	Cleared
10/12/2023	GNCHK	DD1379	WIMER, CINDY J	130.00	0.00	114.53	Cleared
10/12/2023	GNCHK	DD1380	PARROTTINO, KRIS	192.31	0.00	169.43	Cleared
10/12/2023	GNCHK	DD1381	KEIPERT, R DOUGLAS	2,115.38	0.00	1,682.20	Cleared
10/12/2023	GNCHK	DD1382	BROWN, BRIDGET	867.50	0.00	764.27	Cleared
10/12/2023	GNCHK	DD1383	MYERSON, JANET C	2,397.40	0.00	1,732.91	Cleared
10/12/2023	GNCHK	DD1384	CHAMBERLAIN, WALTER C.	2,390.90	0.00	1,663.75	Cleared
10/12/2023	GNCHK	DD1385	BLUMKE, BRANDON D.	2,618.40	0.00	1,779.22	Cleared
10/12/2023	GNCHK	DD1386	DIEHL, CHRISTOPHER V	2,393.90	0.00	1,656.03	Cleared
10/12/2023	GNCHK	DD1387	TEMPLE, JR, GORDON M.	3,054.40	0.00	1,857.44	Cleared
10/12/2023	GNCHK	DD1388	BRACE, DAWSON	1,080.00	0.00	854.26	Cleared
10/12/2023	GNCHK	DD1389	ANDERSON, MICKELO M	2,314.40	0.00	1,769.65	Cleared
10/12/2023	GNCHK	DD1390	LALONDE, STACY A	2,314.40	0.00	1,884.89	Cleared

Check Register Report For Tuscarora Township
For Check Dates 10/01/2023 to 10/31/2023

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
10/12/2023	GNCHK	DD1391	JOHNSON, JEFFREY A.	2,314.40	0.00	1,327.03	Cleared
10/12/2023	GNCHK	DD1392	SCHOFIELD, DOUGLAS D	2,115.38	0.00	1,446.68	Cleared
10/12/2023	GNCHK	DD1393	RADLE JR, THOMAS J.	1,538.46	0.00	1,309.18	Cleared
10/12/2023	GNCHK	DD1394	MILLER, HELEN J	53.55	0.00	39.45	Cleared
10/12/2023	GNCHK	DD1395	RUTKOWSKI, KELSEY J	1,653.85	0.00	1,330.96	Cleared
10/12/2023	GNCHK	DD1396	LINTZ, SANDRA L	1,095.65	0.00	871.06	Cleared
10/12/2023	GNCHK	DD1397	ERDMANN, LORETTA	592.00	0.00	482.55	Cleared
10/12/2023	GNCHK	DD1398	MARTENES, VIRGINIA	349.80	0.00	308.17	Cleared
10/12/2023	GNCHK	DD1399	BUTLER, ISABELLE	288.00	0.00	253.72	Cleared
10/12/2023	GNCHK	DD1400	STRADLING, ANTIONETTE	588.00	0.00	518.04	Cleared
10/12/2023	POOL	EFT515	INTERNAL REVENUE SERVICE	8,344.16	8,344.16	0.00	Open
10/12/2023	POOL	EFT516	MUNICIPAL EMPLOYEE RETIREMENT SERVICES	253.85	253.85	0.00	Open
10/12/2023	POOL	EFT517	MUNICIPAL EMPLOYEE RETIREMENT SERVICES	180.00	180.00	0.00	Open
10/12/2023	POOL	EFT518	STATE OF MICHIGAN	1,511.96	1,511.96	0.00	Open

Totals:

Number of Checks: 074

106,196.23

25,668.97

60,808.34

Total Physical Checks: 7
 Total Check Stubs: 67

Check Date	Bank	Check	Vendor	Vendor Name	Amount	Status
Bank POOL GENERAL - ALL						
09/06/2023	POOL	34722	00745	9 OAKS INN	720.00	Cleared
09/06/2023	POOL	34723	00579	AMERICAN LEGAL PUBLISHING CORP	100.00	Open
09/06/2023	POOL	34724	00702	BACKYARD BIRDS AND BEYOND	400.00	Cleared
09/06/2023	POOL	34725	00691	CAPITAL AREA DISTRICT LIBRARIES	11.99	Cleared
09/06/2023	POOL	34726	00093	CAR QUEST AUTO PARTS	690.00	Cleared
09/06/2023	POOL	34727	00733	CENGAGE LEARNING INC/GALE	143.95	Cleared
09/06/2023	POOL	34728	00104	CENTER POINT LARGE PRINT	44.94	Cleared
09/06/2023	POOL	34729	00108	CHASKEY'S SEPTIC SERVICE, IN.	1,350.00	Cleared
09/06/2023	POOL	34730	00102	CHEB. CTY. ROAD COMM.	1,762.47	Cleared
09/06/2023	POOL	34731	00115	CHEBOYGAN TITLE CO	125.00	Cleared
09/06/2023	POOL	34732	00122	CINCINNATI LIFE INSURANCE CO.	194.00	Cleared
09/06/2023	POOL	34733	00124	CITIZENS NATIONAL BANK	7,990.86	Open
09/06/2023	POOL	34734	00126	CLASSIC CLEANING	617.50	Cleared
09/06/2023	POOL	34735	00479	DEMCO	142.09	Cleared
09/06/2023	POOL	34736	00744	DEWOLF & ASSOCIATES	845.00	Cleared
09/06/2023	POOL	34737	00715	ELAN FINANCIAL SERVICES	5,340.38	Cleared
09/06/2023	POOL	34738	00495	FREDERICK H WOOLLARD	2,000.00	Cleared
09/06/2023	POOL	34739	00704	GATEHOUSE MEDIA MICHIGAN HOLDINGS,	220.23	Cleared
09/06/2023	POOL	34740	00737	GFL ENVIRONMENTAL - TEMP	57.00	Cleared
09/06/2023	POOL	34741	00199	GINOP SALES, INC.	2,603.71	Cleared
09/06/2023	POOL	34742	00226	HILL MOUNTAIN SIGNWORKS	154.00	Cleared
09/06/2023	POOL	34743	00540	HURST MECHANICAL	1,594.68	Cleared
09/06/2023	POOL	34744	00256	K & J SEPTIC SERVICE	320.00	Cleared
09/06/2023	POOL	34745	00265	KSS ENTERPRISES	1,784.27	Cleared
09/06/2023	POOL	34746	00598	LEIGH ANN SOCHA	60.00	Cleared
09/06/2023	POOL	34747	00333	M&M PLUMBING	488.54	Cleared
09/06/2023	POOL	34748	00303	MEAD & HUNT	6,200.00	Cleared
09/06/2023	POOL	34749	00588	MESSA	9,554.07	Cleared
09/06/2023	POOL	34750	00646	MIDWEST TAPE LLC	348.81	Cleared
09/06/2023	POOL	34751	00339	MUNICIPAL EMP. RETIREMENT	16,866.76	Cleared
09/06/2023	POOL	34752	00743	NORTH BY NATURE LANDSCAPES	400.00	Cleared
09/06/2023	POOL	34753	00362	NORTHLAND LIBRARY COOPERATIVE	1,176.40	Cleared
09/06/2023	POOL	34754	00380	PITNEY BOWES PURCHASE POWER	503.50	Cleared
09/06/2023	POOL	34755	00712	PLUNKETT COONEY	5,800.00	Cleared
09/06/2023	POOL	34756	00385	POLLARD'S QUICK LUBE	109.56	Cleared
09/06/2023	POOL	34757	00394	RADARSIGN, LLC	1,295.00	Cleared
09/06/2023	POOL	34758	00689	SHARP TOWING LLC	350.00	Open
09/06/2023	POOL	34759	00423	STANDARD INSURANCE COMPANY	363.17	Cleared
09/06/2023	POOL	34760	00517	TANNER ELECTRIC, INC.	7,500.00	Cleared
09/06/2023	POOL	34761	00449	TRANSAMERICA LIFE	181.48	Cleared
09/06/2023	POOL	34762	00450	TRVERSE AREA DISTRICT LIBRARY	300.00	Cleared
09/06/2023	POOL	34763	00455	TUSCARORA TOWNSHIP	42.80	Open
09/06/2023	POOL	34764	00465	VANS BUSINESS MACHINE	200.96	Cleared
09/06/2023	POOL	34765	00742	WALLOON WRITERS REVIEW	39.99	Cleared
09/06/2023	POOL	34766	00475	WINDEMULLER	2,476.58	Cleared
09/06/2023	POOL	34767	00724	YOUR FLEETCARD PROGRAM	1,158.02	Cleared
09/14/2023	POOL	34771	00513	CHARTER COMMUNICATIONS	39.99	Cleared
09/14/2023	POOL	34772	00136	CONSUMERS ENERGY	3,357.93	Cleared
09/14/2023	POOL	34773	00136	VOID	0.00	V Cleared
09/14/2023	POOL	34774	00136	VOID	0.00	V Cleared
09/14/2023	POOL	34775	00164	DTE ENERGY	154.35	Cleared
09/14/2023	POOL	34776	00520	GFL ENVIRONMENTAL USA INC - TRASH	480.65	Cleared
09/14/2023	POOL	34777	00265	KSS ENTERPRISES	14.40	Cleared
09/14/2023	POOL	34778	00466	VERIZON WIRELESS	122.47	Cleared
09/21/2023	POOL	20 (S)	00389	PRESQUE ISLE ELEC. COOP.	0.00	Open
09/21/2023	POOL	34779	00136	CONSUMERS ENERGY	165.09	Cleared
09/21/2023	POOL	34780	00438	GORDON TEMPLE JR	184.02	Cleared

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Check Date	Bank	Check	Vendor	Vendor Name	Amount	Status
09/21/2023	POOL	34781	00209	GREAT LAKES ENERGY	15.41	Cleared
09/21/2023	POOL	34782	00389	PRESQUE ISLE ELEC. COOP.	62.10	Cleared
09/21/2023	POOL	34783	00450	TRAVERSE AREA DISTRICT LIBRARY	27.00	Open
09/21/2023	POOL	34784	00465	VANS BUSINESS MACHINE	226.75	Cleared
09/28/2023	POOL	100 (E)	00024	ALERUS FINANCIAL	137.50	Open
09/28/2023	POOL	34788	00507	BOOK SYSTEMS, INC.	1,485.00	Open
09/28/2023	POOL	34789	00733	CENGAGE LEARNING INC/GALE	115.46	Open
09/28/2023	POOL	34790	00104	CENTER POINT LARGE PRINT	44.94	Open
09/28/2023	POOL	34791	00513	CHARTER COMMUNICATIONS	48.94	Open
09/28/2023	POOL	34792	00126	CLASSIC CLEANING	70.00	Open
09/28/2023	POOL	34793	00136	CONSUMERS ENERGY	2,407.95	Open
09/28/2023	POOL	34794	00479	DEMCO	188.90	Open
09/28/2023	POOL	34795	00646	MIDWEST TAPE LLC	316.54	Open
09/28/2023	POOL	34796	00670	MITCHELL GRAPHIS	1,483.80	Open
10/04/2023	POOL	34797	00745	9 OAKS INN	1,020.00	Open
10/04/2023	POOL	34798	00025	BARB ALGENSTEDT	120.00	Open
10/04/2023	POOL	34799	00069	BLARNEY CASTLE OIL CO	1,257.58	Open
10/04/2023	POOL	34800	00069	BLARNEY CASTLE OIL CO	759.59	Open
10/04/2023	POOL	34801	00442	BRUCE THOMPSON	1,570.00	Open
10/04/2023	POOL	34802	00086	BS&A SOFTWARE	500.00	Open
10/04/2023	POOL	34803	00093	CAR QUEST AUTO PARTS	695.59	Open
10/04/2023	POOL	34804	00513	CHARTER COMMUNICATIONS	239.94	Open
10/04/2023	POOL	34805	00747	CHEBOYGAN CONSERVATION DISTRICT	40.00	Open
10/04/2023	POOL	34806	00122	CINCINNATI LIFE INSURANCE CO.	675.25	Open
10/04/2023	POOL	34807	00154	DECKA DIGITAL	109.42	Open
10/04/2023	POOL	34808	00715	ELAN FINANCIAL SERVICES	5,389.30	Open
10/04/2023	POOL	34809	00176	EMMET COUNTY	110.40	Open
10/04/2023	POOL	34810	00750	FAHRNER ASPHALT SEALERS LLC	16,612.00	Open
10/04/2023	POOL	34811	00704	GATEHOUSE MEDIA MICHIGAN HOLDINGS,	145.41	Open
10/04/2023	POOL	34812	00676	GREAT LAKES SERVICES NM LLC	5,000.00	Open
10/04/2023	POOL	34813	00221	HAVILAND PRODUCTS COMPANY	1,533.80	Open
10/04/2023	POOL	34814	00256	K & J SEPTIC SERVICE	320.00	Open
10/04/2023	POOL	34815	00263	KIRTLAND COMM. COLLEGE	8,772.00	Open
10/04/2023	POOL	34816	00333	M&M PLUMBING	763.40	Open
10/04/2023	POOL	34817	00303	MEAD & HUNT	5,986.74	Open
10/04/2023	POOL	34818	00588	MESSA	9,554.07	Open
10/04/2023	POOL	34819	00339	MUNICIPAL EMP. RETIREMENT	11,282.40	Open
10/04/2023	POOL	34820	00355	NORTH STAR GARDENS	870.32	Open
10/04/2023	POOL	34821	00637	NORTH STAR STONE	2,581.36	Open
10/04/2023	POOL	34822	00751	OTWELL MAWBY, PC	835.00	Open
10/04/2023	POOL	34823	00748	P.A.C. SANITATION INC.	2,595.00	Open
10/04/2023	POOL	34824	00380	PITNEY BOWES PURCHASE POWER	560.45	Open
10/04/2023	POOL	34825	00379	PITNEY BOWES, INC.	217.68	Open
10/04/2023	POOL	34826	00385	POLLARD'S QUICK LUBE	33.98	Open
10/04/2023	POOL	34827	00504	PRECISION CARTRIDGE, INC.	723.92	Open
10/04/2023	POOL	34828	00573	QUALITY SEAL COATING	300.00	Open
10/04/2023	POOL	34829	00649	RAMSBY DRILLING INC	1,427.00	Open
10/04/2023	POOL	34830	00410	SCREENGRAPHICS	1,347.25	Open
10/04/2023	POOL	34831	00423	STANDARD INSURANCE COMPANY	363.17	Open
10/04/2023	POOL	34832	00605	TRACE ANALYTICAL LABORATORIES, INC	906.16	Open
10/04/2023	POOL	34833	00749	UPTIME TECHNOLOGY MANAGEMENT	2,008.93	Open
10/04/2023	POOL	34834	00459	USA BLUE BOOK	496.14	Open
10/04/2023	POOL	34835	00465	VANS BUSINESS MACHINE	53.18	Open
10/04/2023	POOL	34836	00684	VC3 INC	350.05	Open
10/04/2023	POOL	34837	00724	YOUR FLEETCARD PROGRAM	1,376.85	Open
10/05/2023	POOL	34838	00513	CHARTER COMMUNICATIONS	231.91	Open
10/05/2023	POOL	34839	00455	TUSCARORA TOWNSHIP	207.40	Open
10/05/2023	POOL	34840	00455	TUSCARORA TOWNSHIP	207.40	Open
10/05/2023	POOL	34841	00455	TUSCARORA TOWNSHIP	207.40	Open
10/05/2023	POOL	34842	00462	U.S. POSTAL SERVICE	118.00	Open

11/03/2023 01:33 PM

User: DZ2C91

DB: Tuscarora

CHECK REGISTER FOR TUSCARORA TOWNSHIP
CHECK DATE FROM 09/01/2023 - 10/31/2023

Page: 3/3

Check Date	Bank	Check	Vendor	Vendor Name	Amount	Status
10/06/2023	POOL	34843	00102	CHEB. CTY. ROAD COMM.	129,633.58	Open
10/12/2023	POOL	34848	00136	CONSUMERS ENERGY	5,641.47	Open
10/12/2023	POOL	34849	00136	VOID	0.00	V Open
10/12/2023	POOL	34850	00136	VOID	0.00	V Open
10/12/2023	POOL	34851	00164	DTE ENERGY	207.87	Open
10/12/2023	POOL	34852	00466	VERIZON WIRELESS	122.51	Open
10/19/2023	POOL	34853	00722	ALL-AMERICAN PUBLISHING	225.00	Open
10/19/2023	POOL	34854	00104	CENTER POINT LARGE PRINT	44.94	Open
10/19/2023	POOL	34855	00126	CLASSIC CLEANING	70.00	Open
10/19/2023	POOL	34856	00479	DEMCO	708.80	Open
10/19/2023	POOL	34857	00190	FOSTER SWIFT	117.50	Open
10/19/2023	POOL	34858	00646	MIDWEST TAPE LLC	366.09	Open
10/19/2023	POOL	34859	00455	TUSCARORA TOWNSHIP	226.19	Open
10/19/2023	POOL	34860	00465	VANS BUSINESS MACHINE	102.94	Open
10/25/2023	POOL	21 (S)	00389	PRESQUE ISLE ELEC. COOP.	0.00	Open
10/26/2023	POOL	101 (E)	00024	ALERUS FINANCIAL	137.50	Open
10/26/2023	POOL	34864	00513	CHARTER COMMUNICATIONS	233.52	Open
10/26/2023	POOL	34865	00513	CHARTER COMMUNICATIONS	39.99	Open
10/26/2023	POOL	34866	00513	CHARTER COMMUNICATIONS	239.94	Open
10/26/2023	POOL	34867	00136	CONSUMERS ENERGY	566.32	Open
10/26/2023	POOL	34868	00209	GREAT LAKES ENERGY	15.62	Open

POOL TOTALS:

Total of 138 Checks:

324,952.12

Less 4 Void Checks:

0.00

Total of 134 Disbursements:

324,952.12

Treasurer Report

Bank Code		Beginning Balance	Total Debits	Total Credits	Ending Balance
Fund	Description	10/01/2023			10/31/2023
DDASV	DDA IMMA				
248	DOWNTOWN DEVELOPMENT AUTHORITY	528.67	0.00	0.00	528.67
	DDA IMMA	528.67	0.00	0.00	528.67
DDARD	DDA USDA RD BOND				
248	DOWNTOWN DEVELOPMENT AUTHORITY	19,800.00	0.00	0.00	19,800.00
	DDA USDA RD BOND	19,800.00	0.00	0.00	19,800.00
POOL	GENERAL - ALL				
101	GENERAL FUND	611,842.89	2,626.24	58,461.34	556,007.79
206	FIRE FUND	3,874.01	0.00	0.00	3,874.01
207	POLICE FUND	602,306.30	68.33	61,871.91	540,502.72
219	STREET LIGHTING FUND	6,054.39	0.00	1,984.91	4,069.48
248	DOWNTOWN DEVELOPMENT AUTHORITY	145,942.07	0.00	0.00	145,942.07
271	LIBRARY FUND	215,952.28	4,106.00	9,969.45	210,088.83
282	ARPA FUND	170,780.10	0.00	129,633.58	41,146.52
502	BOAT LAUNCH	121,726.82	415.80	43.93	122,098.69
590	SEWER FUND	(48,160.81)	19,776.01	12,117.71	(40,502.51)
704	IMPREST PAYROLL FUND	(24,573.92)	13,102.70	25,668.97	(37,140.19)
860	SPECIAL ASSESSMENT	(3,047.14)	0.00	0.00	(3,047.14)
	GENERAL - ALL	1,802,696.99	40,095.08	299,751.80	1,543,040.27
GNCHK	GENERAL, PAYROLL, LIBRARY & DDA CHECKING				
101	GENERAL FUND	(13,547.85)	0.00	14,219.69	(27,767.54)
207	POLICE FUND	0.00	0.00	22,375.67	(22,375.67)
271	LIBRARY FUND	0.00	0.00	4,974.34	(4,974.34)
704	IMPREST PAYROLL FUND	(202.85)	12,566.27	0.00	12,363.42
	GENERAL, PAYROLL, LIBRARY & DDA CHECKING	(13,750.70)	12,566.27	41,569.70	(42,754.13)
LIBSP	LIBRARY SPECIAL				
271	LIBRARY FUND	25,731.24	0.00	0.00	25,731.24
	LIBRARY SPECIAL	25,731.24	0.00	0.00	25,731.24
ADDRE	SEWER ADD REU				
590	SEWER FUND	268,581.08	0.00	0.00	268,581.08
	SEWER ADD REU	268,581.08	0.00	0.00	268,581.08
RRI	SEWER RRI				
590	SEWER FUND	85,819.76	0.00	0.00	85,819.76
	SEWER RRI	85,819.76	0.00	0.00	85,819.76
SEWER	SEWER SPEC ASSESSMENT				
590	SEWER FUND	267,754.24	0.00	0.00	267,754.24

CASH SUMMARY BY BANK FOR TUSCARORA TWP
FROM 10/01/2023 TO 10/31/2023

Bank Code Fund	Description	Beginning Balance 10/01/2023	Total Debits	Total Credits	Ending Balance 10/31/2023
	SEWER SPEC ASSESSMENT	267,754.24	0.00	0.00	267,754.24
SPAS 860	SPECIAL ASSESSMENTS SPECIAL ASSESSMENT	235,881.73	0.00	0.00	235,881.73
	SPECIAL ASSESSMENTS	235,881.73	0.00	0.00	235,881.73
TXCHK 703	TAX CHECKING CURRENT TAX COLLECTION FUND	1,889,229.61	14,093.14	0.22	1,903,322.53
	TAX CHECKING	1,889,229.61	14,093.14	0.22	1,903,322.53
	TOTAL - ALL FUNDS	4,582,272.62	66,754.49	341,321.72	4,307,705.39

Meeting Minutes

TUSCARORA TOWNSHIP
3546 S STRAITS HWY, INDIAN RIVER, MI 49749
OCTOBER 3, 2023 at 7:00 pm
REGULAR BOARD MEETING MINUTES

ITEM 1: CALL TO ORDER

The meeting was called to order with the pledge of allegiance by Supervisor Kramer at 7:06 pm.

ITEM 2: The supervisor led the board and public in reciting the Pledge of Allegiance.

ITEM 3: ROLL CALL

Present – Supervisor Kramer, Clerk Reidsma, Trustee Vance, Treasurer Dillaha, Trustee Pearson

Staff Present: Ron Odenwald

All present. Quorum present – yes

ITEM 4: BOARD MEMBER CONFLICT OF INTEREST STATEMENT

No conflict of interest offered.

ITEM 5: APPROVAL OF MEETING AGENDA

MOTION: Approve the Meeting Agenda.

Moved by Vance, seconded by Pearson.

MOTION CARRIED by unanimous vote.

ITEM 6: PUBLIC COMMENT ON AGENDA ITEMS

The floor was open for public comment at 7:07 pm. Closed at 7:07 pm.

No Public Comments

ITEM 7: APPROVAL OF CONSENT AGENDA

Consent agenda items include – Bills Report, Treasurer Report, Minutes, Correspondence, Reports by: Library, Police, DDA, Parks, Sewers, Airport, Assessor, Development, Economic and FOIA.

Board member request by Reidsma & Dillaha to move the following reports to main agenda: Bills (9e) and Treasurer Report (9f).

MOTION: Move to approve consent agenda items less items 9e and 9f.

Moved by Vance, seconded by Dillaha.

MOTION CARRIED by unanimous voice vote.

ITEM 8: OLD BUSINESS

ITEM 8a: COMMERCIAL SEWER DISTRICT PARTS

MOTION: Move to approve a Sewer RRI fund transfer of \$18,000.00 to the Sewer Budget Account 590-536-931.00 to cover the emergency onsite replacement parts.

Moved by Kramer, seconded by Vance.

MOTION CARRIED by unanimous roll call vote.

TUSCARORA TOWNSHIP
3546 S STRAITS HWY, INDIAN RIVER, MI 49749
OCTOBER 3, 2023 at 7:00 pm
REGULAR BOARD MEETING MINUTES

Discussion: Sewer operations requested additional spare pumps (maintenance floats) for the existing sewer system given that no extra parts are on the shelf for Brady Rd lift station and Station #10 (one pump each is required). In addition, two additional pumps for stations 1-9 (2 are on the shelf). The Budget (referenced) did not have sufficient budget funds, so money had to be withdrawn from the RRI fund and transferred to the Budget.

ITEM 9: NEW BUSINESS:

ITEM 9a: VOLUNTEER INSURANCE

MOTION: Move to approve the application for Volunteers Insurance coverage and to approve the payment of \$400/ year cost.

Moved by Kramer seconded by Dillaha.

MOTION CARRIED by unanimous voice vote.

Discussion:

Volunteer Insurance is required to reduce our risk within the Township, if volunteers were to be injured in the process of assisting the Township in work related matters. Our risk analysis will require signed waivers from all volunteers (or their parents if a minor) in addition to the insurance. It's approximately \$3/volunteer or a minimum fee of \$400 /year.

ITEM 9b: DEPUTY CLERK COMPENSATION / SIGNATURE CARDS

MOTION: Move to approve the compensation for Penny Passino the same as Cindy Wimer (\$20/hr within existing budget) and to approve that the Clerk may choose to ask the Deputy to perform any Clerk related work (statutory or non-statutory) at any time without prior Board approval.

Moved by Reidsma, seconded by Dillaha.

MOTION CARRIED by unanimous vote.

MOTION: Move to approve signature card changes at Citizen National Bank and Awakon Credit Union to drop Cindy Wimer and to add Penny Passino.

Moved by Reidsma, seconded by Vance.

MOTION CARRIED by unanimous vote.

ITEM 9c: ELECTIONS COORDINATOR POSITION

MOTION: Move to approve the position based upon the attached Job Description, hourly compensation, at \$20-25, with a budget of \$5000.00 from existing Election Funds, hiring interviews and decision-maker to be the Clerk. (See attachment in Board Packet).

Moved by Reidsma, seconded by Vance.

MOTION CARRIED by roll call 5-0.

Discussion:

Election Coordinator will be responsible for performing diverse Election Planning and Coordination services for the Clerk. Researches and responds to both routine and unique Election matters, especially new laws and elections expectations of a Township. Nine (9) day early voting, Permanent ballots, QVF

TUSCARORA TOWNSHIP
3546 S STRAITS HWY, INDIAN RIVER, MI 49749
OCTOBER 3, 2023 at 7:00 pm
REGULAR BOARD MEETING MINUTES

(qualified voter file) must have eligible inactive voters removed, Inactive Master Cards updated with record retention dates, Voter Registration Card mailed to entire Township, plus many other activities for Election readiness. Four elections in 2024 are likely, three elections are certain.

ITEM 9d: CLUB RD PAYMENT

MOTION: Move to pay balance of \$129,633.58 using ARPA funds allocated for this work.

Moved by Reidsma, seconded by Dillaha.

MOTION CARRIED by Roll Call vote 5-0.

Discussion:

Club Road paving was originally budgeted at \$193,500. The actual cost was \$168,503.58. Payments made to date included \$13,870 (Township Funds) and \$25,000 (County Road Commission funds).

This left a balance due of \$129,633.58 to be covered by money allocated within ARPA funds.

ITEM 9e: BILLS

MOTION: Move to approve the payment of Farner Asphalt Sealers LLC (\$16,612.00), Great Lakes Services NM LLC (\$5000.00), and North Star Stone (\$2581.00) from the General Fund balance to cover the cost of these Capital Improvement Projects with a provision that no additional capital improvement project funding will occur until after an October 26th workshop @ 6:00pm.

Moved by Reidsma, seconded by Dillaha.

MOTION CARRIED by voice vote 5-0.

Discussion:

We have not funded a capital improvement (CI) fund budget to comprehend the desired capital improvement (CI) plans. Most CI projects have Grants that require up-front spending as well. The budget requires cash from the General fund that is often reimbursed through yearly Revenue, which occurs in late December, January, February. In other words, a Cash flow analysis is needed to understand how much cash will be available each month based upon known Budget expenditures, Revenue, Capital expenditures, and Grant reimbursements.

Jan asked where do we get the money from to fund the CI projects? First, we need Board approval on money to be spent; second, we must have the money (cash) available; and third, we must determine if expenses are covered within our approved Budget Appropriations or if it's a CI project expense, which takes us back to point one. A Cash Flow analysis is needed to address each item.

ITEM 9f: TREASURER REPORT

MOTION: Move to approve a workshop on October 26, 2023 @ 6:00pm to address CI budgeting process with anyone with budget responsibilities, spending responsibilities, full board, DDA and Library (invited), or Grants to attend.

Moved by Reidsma, seconded by Dillaha.

MOTION CARRIED by voice vote 5-0.

Discussion:

TUSCARORA TOWNSHIP
3546 S STRAITS HWY, INDIAN RIVER, MI 49749
OCTOBER 3, 2023 at 7:00 pm
REGULAR BOARD MEETING MINUTES

Treasurer discussed a number of financial issues. We received \$3.2 million in tax receipts, but were able to retain \$32k as revenue. She shared information on Tax payments regarding escrow accounts vs. direct payments by owners. Bank reconciliation process is almost complete. Personal property tax collections on businesses and their equipment. All of this being completed to result in a cash flow analysis to enable discussion capital spending limits and timing for October 26th workshop.

ITEM 9g: DEPUTY TREASURER COMPENSATION – LATE ADD

MOTION: Move to approve an agenda amendment for the Deputy Treasurer compensation payment.
Moved by Reidsma, seconded by Dillaha.
MOTION CARRIED by voice vote 5-0.

MOTION: Move to approve Kris Parrotino's (Deputy Treasurer) compensation to be salary rather than hourly @ \$192.31 / pay period (no change in Budget @ \$5000.00 / FY)
Moved by Dillaha, seconded by Vance.
MOTION CARRIED by voice vote 5-0.

ITEM 10: PUBLIC COMMENT

Public comment began at 8:27 pm. Comments end 8:38 pm.

J. Swartout – Thank you for QVF clean-up
P. McGinnis – Personal attacks on Board
P. Tomczak – Comments on volunteers needed to plant flowers
B. Henderson – Question regarding tax receipts
K. Rutkowski – Library has plants available & Movie night
R. Odenwald – Comments on Road Commission

ITEM 11: BOARD COMMENTS

Three board members commented.

ITEM 12: MOTION TO ADJOURN

Meeting adjourned at 8:58 pm.
Respectfully submitted by Jay Reidsma, Tuscarora Township Clerk

Reports

Airport

Assessor



AGENDA ITEM

DATE OF MEETING: November 7, 2023

TITLE: Assessor Report

SUMMARY:

The assessing department has inspected approximately 450 residential improved properties and 50 commercial / industrial properties for the summer; this includes a physical inspection of property measuring or verifying all improvements on the property. updating the improvements sketch, updating the physical characteristics for the improvements and updating the Photos of the Improvements in BS&A.

I have completed most of my vacant land sales analysis for the township and am in the process of trying to get the land tables set up to more accurately reflect market conditions. I am waiting on the county's vacant land sales to complete this process.

Currently I am doing Building permit inspections.

I have been busy processing land divisions and combinations along with fixing ones not completed properly in previous years.

Also staying current on processing deeds, property transfer affidavits and principal residence exemptions along with updating the list of items for the December Board of Review.

FINANCIAL IMPACT: Doug Keipert

PREPARED BY: Supervisor

DEPT/BOARD/COMMISSION: Assessor

ATTACHMENTS: None

DDA

TUSCARORA TOWNSHIP DOWNTOWN DEVELOPMENT AUTHORITY

Monthly Meeting Minutes: October 16, 2023

Roll Call: 7:00 pm

- Present: D. Friedreichsen; D. Nivelt; S. Fisher; K. Olsen; M. Whitener; D. Bodnar; T. Goral; L. Pollard
- Absent: R. Kramer

Approval of Current Meeting Agenda and Meeting Minutes:

- Motion was made by S. Fisher; seconded by D. Nivelt to approve the current agenda. All in favor.
- Motion was made to approve the August meeting minutes with no revisions by D. Nivelt; seconded by T. Goral. All in favor. No meeting was held in September due to lack of quorum.

Financials for September 2023:

- Financial Report:
 - 1) \$168,721. Total Assets as of 8-30-23.
 - 2) No accounts payable have been noted this month.
 - 3) Motion to approve the Financial Report was made by D. Nivelt; seconded by D. Friedreichsen. All in favor.

New Business:

- Bob Murdock, Howe Marina requested information as expanding the DDA district to include the Marina. If successful, Bob will be seeking a Development District Liquor License. The DDA suggested support for the expansion and for the marina project. Motion was made to write a letter requesting legal assistance in requirements needed for the expansion, not to exceed \$1,500 by D. Nivelt; seconded by D. Friedreichsen. D. Friedreichsen to write email to township attorney.
- Jeff Jakeway, Northstar Gardens presented a potential project next to his current business including cabins, area for food and refreshments and butterfly house. He is anticipating the need for tax abatement to make the project viable. J. Jakeway will return to the November DDA meeting to discuss the results of his proforma to further identify what type of abatement he would need.
- Members of the Womens Club (Peggy/Dawn) presented the Banners they are suggesting for replacement on the light poles on bridge and potential advancement through the downtown area. The DDA thanked the Women's Club for their continued support. A motion was made by D. Nivelt; seconded by S. Fisher to approve the banner design. All in favor.
- Discussion occurred with regards to watering of the flower pots in 2024. Several volunteers have come forth for both the labor for watering and the equipment needed.

- D. Friedreichsen updated the DDA board on the activities of the Economic Development Citizen's Task Force related to discussion of an Overlay District in the downtown area which would focus on "design standards". DDA input is encouraged. The next meeting is on October 25th, 3p at the Township Hall.
- A reminder was made per the email from R. Kramer for DDA input into the Master Plan.
- D. Friedreichsen reviewed a packet of information given to board members which included the DDA bylaws, budgets, Development plan and supporting documents for the meeting.
- Community coordination of events was mentioned. D. Bodnar updated progress of the Chamber of Commerce which now has a full board. A community meeting for the Chamber is scheduled for November 2 at the Lions Club.
- D. Friedreichsen introduced a proposal scheduled to be discussed at the Cheboygan County Planning and Zoning meeting on Wednesday. The proposal is suggesting change to the current zoning allowing for "Tiny Homes" in several areas including the Village Center Overlay for Tuscarora Township which includes the DDA downtown area. Motion was made by D. Nivelt; seconded by T. Goral to communicate with the County to offer general support for the proposal, being opposed to allowing residential construction not already specifically allowed in the overlay. All in favor. M. Whitener will write the communication.

Old Business:

- Fish Sculpture: The Women's Club presented a landscape design created by North by Nature Landscapes. The current design is focused on native plants requiring little watering. A sprinkling system will be put in and stubbed off as efforts to put in a well will continue. The design received approval from the DDA Board. Watering will be completed by volunteers who have already been identified by the Women's Club. A minimum of three bids to complete the actual landscaping will be sought by the Women's Club.
- Electric Hookups: D. Nivelt continues to work with property owners, Consumers and Charter. It is hopeful as a spring project.
- Music Series: Success in bringing many to the downtown area. The DDA Board will ask M. Ridley if he would be willing to organize the event again next year.

Public Comment:

J. McGinnis spoke of the removal of the KIOSK informational tablets at several locations in town due to communication with regards to potential copy write infringements.

DDA Board Comment:

D. Friedreichsen raised concern/possible solution to Greenscape enhancements as part of the Streetscape project. Also spoke of ideas on refreshing the park next to Pat & Garys. Volunteers are needed at the new river steps to complete landscaping on Wednesday, 10:30 am

Motion to adjourn at 9:15p by D. Bodnar; seconded by S. Fisher. All in favor.

Next Meeting will be held on November 20, 2023, 7p at the Township Hall.

FOIA

2 requests fulfilled

Library

Parks Commission



AGENDA ITEM

DATE OF MEETING: November 7, 2023

TITLE: Parks Report

SUMMARY:

The Parks Department has been busy with fall cleanup . which included oak hill cemetery Cop park and Devoe Beach.

We received the batters eyes, fence topper and bleachers that we funded by the county youth grant we received.

On days the weather keeps us inside we have put together bleachers that will replace the old bleachers, along with working on helping with the organization of the records room . building new shelving and removing outdated materials.

Removal of the old bleachers has been completed

All irrigation system have winterized as well as restrooms at co op park .

Helped out with bed prep at the new public boat docks .

Fertilizing of the ball fields at co op has be completed. the year I have changed from a onetime spring application to a one time fall app . this will free up time when we are the busiest. the other properties in the township will remain on the spring fertilizer program.

I had several walk throughs with contractors interested in bidding on the bathroom projects at co op park . (the Parks Commission will make the decision at next meeting)

FINANCIAL IMPACT: TBD

PREPARED BY: Doug Schofield, Maintenance Supervisor

DEPT/BOARD/COMMISSION: Parks

ATTACHMENTS: None

Police



REPORT TITLE: Tuscarora Township Police Department Activities

SUMMARY:

Dawson Brace is continuing his training at Kirtland Regional Police Academy and is set to graduate on December 8 2023.

Officers are completing Active Shooter 1 and Active Shooter 2 trainings through Police One Academy.

Our department is continuing to investigate break-ins that occurred on August 19th and 20th at (3) separate businesses.

FINANCIAL IMPACT: None

PREPARED BY: Chief Gordon Temple

DEPT/BOARD/COMMISSION: Tuscarora Township Police Department



REPORT TITLE: Tuscarora Township Police Department Monthly Statistics

SUMMARY:

Tuscarora Township Police Department
September 2023

Description:

Sexual Penetration	1
Non Aggravated Assault	2
Larceny - Other	2
Obstructing Police	1
Operating While Intoxicated	2
Misdemeanor Traffic Violations	8
Delinquent Minors	16
Traffic Accidents	14
Non-Traffic Accidents	5
Civil Traffic Violation	8
Parking Violations	1
False Alarm Activation	5
Liquor Inspections	17
Civil Matter Dispute / Family Trouble	15
Suspicious Situations	22
Lost and Found Property	3
Assist Other Agency	20
Assist Ambulance	8
Assist Citizen	15
Motorist Assist	7
Gun Registrations	4
Lockouts	8
Welfare Checks	5
Blight	1
Special Detail	3

Total: 193

Arrests

Bench	2
Misdemeanor	4
Traffic Arrest	9
Felony Arrest	1

Traffic Enforcement

Verbal Warnings	179
Citations	15
Ordinance Citations	1

Hours Worked 1,484
Miles Driven 3,856



Tuscarora Township Police Department
August 2023

Description:

Parental Kidnapping	1
Non Aggravated Assault	1
Aggravated / Felonious Assault	1
Burglary Forced Entry	3
Larceny Theft From A Building	1
Larceny - Other	4
Obstructing Police	1
Obstructing Justice	2
Operating While Intoxicated	4
Misdemeanor Traffic Violations	2
Delinquent Minors	1
Traffic Accidents	15
Non-Traffic Accidents	7
Civil Traffic Violation	1
Parking Violations	10
False Alarm Activation	4
Liquor Inspections	17
Civil Matter Dispute / Family Trouble	29
Suspicious Situations	36
Lost and Found Property	9
Drug Overdose	1
Assist Other Agency	19
Assist Ambulance	6
Assist Fire Department	1
Assist Citizen	12
Motorist Assist	6
Gun Registrations	6
Lockouts	7
Welfare Checks	9
Blight	4
Tall Grass	1
Fingerprints	1
Special Detail	3
Noise Violation	7

Total: 232



Tuscarora Township Police Department
August 2023 (Continued)

Arrests		Traffic Enforcement	
Bench	1	Verbal Warnings	84
Misdemeanor	7	Citations	13
Traffic Arrest	3		
Felony Arrest	6		
Hours Worked	1,418.5		
Miles Driven	5,268		



FINANCIAL IMPACT: None

PREPARED BY: Chief Gordon Temple

DEPT/BOARD/COMMISSION: Tuscarora Township Police Department

Sewer



AGENDA ITEM

DATE OF MEETING: November 7, 2023

TITLE: Sewer Report

SUMMARY:

Last week EGLE issued final discharge permit for existing plant which has been pending since 2017. See attachment.

I met with Senator Demoose and Representative Cavitt concerning our 3 remaining permits. We have their support if we need help with EGLE. However, our Engineer tells us we are making progress currently.

Backup generator for Burger King pump requires a gas line installed. Working the permits with Road Commission. And then after the township pays DTE they will be able to install the line.

Our engineer and attorney obtained right of ways from Columbus Beach and Sturgeon Island.

FINANCIAL IMPACT: Approx \$350K spent to date.

PREPARED BY: Supervisor

DEPT/BOARD/COMMISSION: Board of Trustees

ATTACHMENTS: Permit

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY

GROUNDWATER DISCHARGE PERMIT

In compliance with the provisions of Part 31, Water Resources Protection; and Part 41, Sewerage Systems, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA),

Tuscarora Township Wastewater Treatment Facility (WWTF)
P.O. Box 220
Indian River, MI 49749

is authorized to discharge treated sanitary wastewater in accordance with Rule 2218 Authorization of the Part 22 Rules, Groundwater Quality, promulgated pursuant to Part 31 from Tuscarora Twp WWTF located at

4649 Brudy Road
Indian River, MI 49749

designated as **Tuscarora Twp WWTF**

to the groundwater of the State of Michigan in accordance with effluent limitations, monitoring requirements, and other conditions set forth in this permit.

The issuance of this permit does not authorize violation of any federal, state, or local laws or regulations, nor does it obviate the necessity of obtaining such permits, including any other Michigan Department of Environment, Great Lakes, and Energy (Department) permits, or approvals from other units of government as may be required by law.

This permit is based on an original application submitted on January 25, 2017, as amended through August 4, 2023.

This permit takes effect on **November 1, 2023**. The provisions of this permit are severable. After notice and opportunity for a hearing, this permit may be modified, suspended, or revoked in whole or in part during its term in accordance with applicable laws and rules. On its effective date, this permit shall supersede Groundwater Permit No. GW1810271 (which expired July 1, 2017).

This permit and the authorization to discharge shall expire at midnight, **November 1, 2027**. In order to receive authorization to discharge beyond the date of expiration, the permittee shall submit an application that contains such information, forms, and fees as are required by the Department by **May 5, 2027**.

Issued: October 30, 2023.


Kristine Rendon, Supervisor
Groundwater Permits Unit
Permits Section
Water Resources Division

PERMIT FEE REQUIREMENTS

In accordance with Section 324.3122 of the NREPA, the permittee shall make payment of an annual permit fee to the Department for each December 15 the permit is in effect regardless of occurrence of discharge. The permittee shall submit the fee in response to the Department's annual notice. Payment may be made electronically via the Department's [MiEnviro Portal](#) system. Payment shall be submitted or postmarked by March 1 for notices mailed by January 15. Payment shall be submitted or postmarked no later than 45 days after receiving the notice for notices mailed after January 15.

In accordance with Section 324.3132 of the NREPA, the permittee shall make payment of an annual biosolids land application fee to the Department if the permittee land applies biosolids. The permittee shall submit the fee in response to the Department's annual notice. Payment may be made electronically via the Department's [MiEnviro Portal](#) system. Payment shall be submitted or postmarked no later than January 31 of each year for notices mailed by December 15. Payment shall be submitted or postmarked no later than 45 days after receiving the notice for notices mailed after December 15.

CONTACT INFORMATION

Unless specified otherwise, all contact with the Department required by this permit shall be made to the Gaylord District Office of the Water Resources Division. The Gaylord District Office is located at 2100 West M-32, Gaylord, Michigan, 49735-9282, Telephone: 989-731-4920, Fax: 989 731-6181.

CONTESTED CASE INFORMATION

Any person who is aggrieved by this permit may file a sworn petition with the Michigan Administrative Hearing System within the Michigan Department of Licensing and Regulatory Affairs, c/o the Michigan Department of Environment, Great Lakes, and Energy, setting forth the conditions of the permit which are being challenged and specifying the grounds for the challenge. The Department of Licensing and Regulatory Affairs may reject any petition filed more than 60 days after issuance as being untimely.

AUTHORIZATION TO DISCHARGE

The permittee shall utilize **Sequence Batch Reactor (SBR) with Chemical Clarification discharging to Rapid Infiltration Basins (RIBs)** as treatment to meet the terms and conditions of this permit.

The authorization to discharge under this permit is based upon the permittee providing treatment as identified in the application. If the permittee proposes to modify the treatment system, the permittee shall notify the Department. The Department may request that the permittee submit a modification request to amend the treatment system described in the application. Upon review of the proposed changes, the Department may terminate the permit, modify the permit, or require a different permit for the proposed discharge.

PART I**A. Limitations and Monitoring Requirements****1. Effluent Limitations and Monitoring, EQ-1**

During the period beginning on the effective date of this permit and lasting until the expiration date of this permit, the permittee is authorized to discharge treated sanitary wastewater to the groundwater of the state from EQ-1. The location of EQ-1 shall be specified in the facility's Sampling and Analysis Plan (SAP) approved by the Department in accordance with Part I.B.1. of this permit. Such discharge shall be limited and monitored by the permittee as specified below.

Parameter	Monthly Average	Minimum Daily Limit	Discharge Maximum Daily Limit	Units	Monitoring Frequency	Sample Type
Flow (Daily)			190,000	GPD	Daily	Direct Measurement
Final Flow (Annual)			69,350,000	GPY	Annually	Calculation
Total Inorganic Nitrogen (TIN)			5.0	mg/L	Twice Weekly	Calculation
Ammonia Nitrogen			(report)	mg/L	Twice Weekly	Grab
Nitrate Nitrogen			(report)	mg/L	Twice Weekly	Grab
Nitrite Nitrogen			(report)	mg/L	Twice Weekly	Grab
pH		6.5	9.5	S.U.	Twice Weekly	Grab
Biochemical Oxygen Demand (BOD5)			(report)	mg/L	Twice Weekly	Grab
Dissolved Oxygen		(report)		mg/L	Twice Weekly	Grab
Chloride			500	mg/L	Twice Weekly	Grab
Sodium			400	mg/L	Twice Weekly	Grab
Total Phosphorus	1.0			mg/L	Twice Weekly	Calculation
Total Suspended Solids (TSS)			(report)	mg/L	Twice Weekly	Grab
Iron			(report)	ug/L	Twice Weekly	Grab

a. *Total Inorganic Nitrogen (TIN)*

The daily maximum value for TIN shall be reported as the sum of the daily maximum values for ammonia nitrogen, nitrate nitrogen, and nitrite nitrogen.

b. *Sample Collection and Analytical Methods*

The permittee shall perform all sampling in accordance with the SAP approved by the Department in accordance with Part I.B.1. of this permit.

c. *Phosphorus Monthly Average*

Total Phosphorus concentrations shall be reported as a monthly average. The calculation shall be determined using the sum of all samples taken divided by the number of samples taken in the month.

2. Rapid Infiltration Basin Limitations and Monitoring

During the period beginning on the effective date of this permit and lasting until the expiration date of this permit, the permittee is authorized to discharge treated sanitary wastewater to the groundwaters of the state, where the final disposal method is Rapid Infiltration Basins, at RI1, RI2, RI3, RI4, and RI5.

The discharge point, designated as RI1, RI2, RI3, RI4, and RI5 shall be limited and monitored as specified in the table below.

Parameter	Limit	Unit	Monitoring Frequency	Sample Type
Application Rate (Daily)	25.5	gal/ft ² /d	Daily	Calculation

a. *Discharge Season*

The permittee is authorized discharge wastewater during the months of **January to December**.

b. *Rapid Infiltration*

The permittee shall meet all of the following standards in accordance with R 323.2236 of the Part 22 Rules.

- i. The system shall consist of two (2) or more cells or absorption areas that can be alternately loaded and rested or consist of one (1) cell or absorption area preceded by an effluent storage or stabilization pond system. If only one (1) cell or absorption area is provided, the storage or stabilization pond shall be operated on a fill and draw basis and have sufficient capacity to allow intermittent loading of the cell or absorption area.
- ii. For a system that has more than one (1) cell or absorption area, an individual cell or absorption area of the system shall be capable of being taken out of service without disrupting application to other cells or absorption areas of the system.
- iii. An appropriate hydraulic loading cycle shall be developed and implemented to maximize long-term infiltration rates and allow for periodic maintenance.

3. Groundwater Monitoring and Limitations, MW-3

During the period beginning on the effective date of this permit and lasting until the expiration date of this permit, the permittee shall monitor the groundwater from the **static water elevation** groundwater monitoring well, MW-3, to establish upgradient concentrations of parameters necessary to evaluate groundwater quality, as specified below. The location and depth of MW-3 shall be consistent with the facility's SAP approved by the Department in accordance with Part I.B.1. of this permit.

Parameter	Minimum Daily Limit	Maximum Daily Limit	Units	Monitoring Frequency	Sample Type
Static Water Elevation		(report)	USGS-Ft	Quarterly	Grab

a. *Quarterly*

The permittee shall collect and analyze quarterly samples during the months of **February, May, August, and November.**

b. *Sampling Requirements*

The permittee shall perform all sampling in accordance with the SAP approved by the Department in accordance with Part I.B.1. of this permit.

4. Groundwater Monitoring and Limitations, MW-1 and MW-2

During the period beginning on the effective date of this permit and lasting until the expiration date of this permit, the permittee shall monitor the groundwater from the hydraulically **upgradient** groundwater monitoring wells, MW-1 and MW-2, to establish upgradient concentrations of parameters necessary to evaluate groundwater quality. The location and depth of MW-1 and MW-2 shall be consistent with the facility's SAP approved by the Department in accordance with Part I.B.1. of this permit.

Parameter	Minimum Daily Limit	Maximum Daily Limit	Units	Monitoring Frequency	Sample Type
Static Water Elevation		(report)	USGS-Ft	Quarterly	Grab
pH	(report)	(report)	S.U.	Quarterly	Grab
Specific Conductance		(report)	umhos/cm	Quarterly	Grab
Total Inorganic Nitrogen		(report)	mg/L	Quarterly	Calculation
Ammonia Nitrogen		(report)	mg/L	Quarterly	Grab
Nitrate Nitrogen		(report)	mg/L	Quarterly	Grab
Nitrite Nitrogen		(report)	mg/L	Quarterly	Grab
Chloride		(report)	mg/L	Quarterly	Grab
Sodium		(report)	mg/L	Quarterly	Grab
Total Phosphorus		(report)	mg/L	Quarterly	Grab
Calcium		(report)	mg/L	Annually	Grab
Arsenic		(report)	ug/L	Annually	Grab
Iron		(report)	ug/L	Annually	Grab
Magnesium		(report)	mg/L	Annually	Grab
Manganese		(report)	ug/L	Annually	Grab
Potassium		(report)	mg/L	Annually	Grab
Dissolved Oxygen	(report)		mg/L	Annually	Grab
Bicarbonate		(report)	mg/L	Annually	Grab
Sulfate		(report)	mg/L	Annually	Grab
Aluminum		(report)	ug/L	Annually	Grab
Antimony		(report)	ug/L	Annually	Grab
Lead		(report)	ug/L	Annually	Grab
Titanium		(report)	ug/L	Annually	Grab
Beryllium		(report)	ug/L	Annually	Grab
Thallium		(report)	ug/L	Annually	Grab
Vanadium		(report)	ug/L	Annually	Grab

a. *Quarterly and Annual Monitoring*

The permittee shall collect and analyze quarterly samples during the months of **February, May, August, and November**. The permittee shall collect and analyze annual sampling during the month of **November**.

b. *Sampling Requirements*

The permittee shall perform all sampling in accordance with the SAP approved by the Department in accordance with Part I.B.1. of this permit.

c. *TIN at Groundwater Monitoring Points*

The daily maximum value for TIN shall be reported as the sum of the daily maximum values for ammonia nitrogen, nitrate nitrogen, and nitrite nitrogen.

5. Groundwater Monitoring and Limits, MW-5 and MW-6

During the period beginning on the effective date of this permit and lasting until the expiration date of this permit, the permittee shall monitor the groundwater from the hydraulically **downgradient** groundwater monitoring wells, MW-5 and MW-6, to ensure limitations established to protect groundwater quality are met, as specified below. The location and depth of MW-5 and MW-6 shall be consistent with the facility's SAP approved by the Department in accordance with Part I.B.1. of this permit.

Parameter	Minimum Daily Limit	Maximum Daily Limit	Units	Monitoring Frequency	Sample Type
Static Water Elevation		(report)	USGS-Ft	Quarterly	Grab
pH	6.5	9.0	S.U.	Quarterly	Grab
Specific Conductance		(report)	umhos/cm	Quarterly	Grab
Total Inorganic Nitrogen		5.0	mg/L	Quarterly	Calculation
Ammonia Nitrogen		(report)	mg/L	Quarterly	Grab
Nitrate Nitrogen		(report)	mg/L	Quarterly	Grab
Nitrite Nitrogen		0.5	mg/L	Quarterly	Grab
Chloride		250	mg/L	Quarterly	Grab
Sodium		230	mg/L	Quarterly	Grab
Total Phosphorus		1.0	mg/L	Quarterly	Grab
Calcium		(report)	mg/L	Annually	Grab
Arsenic		(report)	ug/L	Annually	Grab
Iron		300	ug/L	Annually	Grab
Magnesium		(report)	mg/L	Annually	Grab
Manganese		50	ug/L	Annually	Grab
Potassium		(report)	mg/L	Annually	Grab
Dissolved Oxygen	(report)		mg/L	Annually	Grab
Bicarbonate		(report)	mg/L	Annually	Grab
Sulfate		250	mg/L	Annually	Grab

Aluminum		(report)	ug/L	Annually	Grab
Antimony		(report)	ug/L	Annually	Grab
Lead		(report)	ug/L	Annually	Grab
Titanium		(report)	ug/L	Annually	Grab
Beryllium		(report)	ug/L	Annually	Grab
Thallium		(report)	ug/L	Annually	Grab
Vanadium		(report)	ug/L	Annually	Grab

a. *Quarterly and Annual Monitoring*

The permittee shall collect and analyze quarterly samples during the months of **February, May, August, and November**. The permittee shall collect and analyze annual sampling during the month of **November**.

b. *Sample Collection and Analytical Methods*

The permittee shall perform all sampling in accordance with the SAP approved by the Department in accordance with Part I.B.1. of this permit.

c. *TIN at Groundwater Monitoring Points*

The daily maximum value for TIN shall be reported as the sum of the daily maximum values for ammonia nitrogen, nitrate nitrogen, and nitrite nitrogen.

d. *Sodium or Chloride Compliance*

The conditions set forth in Part I.A.5.e., below, shall apply if the discharge from the facility is otherwise in compliance with the sodium and chloride limitations specified in Part 31, Section 324.3109e(1) of the NREPA and Part 1, Effluent Limitations and Monitoring, of this permit. If the permittee is in compliance with these conditions, the permittee shall not be subject to response activities under Part 201, Environmental Remediation, of the NREPA with respect to the discharge of sodium and chloride.

e. *Sodium or Chloride Response*

If the permittee discharges sodium or chloride, or both, into groundwater that migrates off the property on which the discharge occurred and that discharge directly causes the groundwater concentration of sodium or chloride, or both, to exceed the levels of 230 milligrams per liter (mg/l) and 250 mg/l, respectively, provided under Part 31, Section 324.3109(e)(2) of the NREPA, the permittee shall do all of the following:

- i. Initiate a sampling program approved by the Department to monitor downgradient water supply wells for the levels of sodium or chloride, or both, in the water supply.
- ii. If the concentration of sodium in a downgradient water supply exceeds the level provided under Section 324.3109(e)(2), the permittee shall provide and maintain, for each affected downgradient water supply, free of charge, a point-of-use treatment system approved by the Department that will remove sodium from the water supply to be in compliance with the level provided under Section 324.3109(e)(2).
- iii. If the concentration of chloride in a downgradient water supply exceeds the level provided under Section 324.3109(e)(2), provide to each affected water supply owner a notice of aesthetic impact with respect to chloride levels.

6. Schedule of Compliance

The permittee shall make submittals in compliance with the following schedule, established in accordance with R 323.2206(4) of the Part 22 Rules.

a. *Schedule of Compliance for New Monitoring Well*

- i. **On or before January 30, 2024**, the permittee shall submit to the Department for review and approval a work plan for the installation of a new groundwater monitoring well:
 - (1) The facility shall submit a work plan for the abandonment of the existing MW-6, and the installation of a new replacement monitoring well.
 - (2) The work plan shall include, at a minimum, the following:
 - (a) All information required under R 323.2221(3)(b)(v) of the Part 22 Rules which includes, number, location, depth, drilling method, construction materials, and development method of all wells.
 - (b) All information required under R 323.2221(3)(b)(vi) of the Part 22 Rules which includes, number of proposed soil borings, location, depth, drilling and plugging method.
- ii. **On or before 90 days after approval of the workplan**, the permittee shall complete the installation of all required monitoring wells.
- iii. **On or before 30 days after complete installation of all required monitoring wells**, the permittee shall submit to the Department for review, a well installation report for all complete monitoring wells. The report shall include, at a minimum, the following:
 - (1) Soil boring logs for all soil borings completed.
 - (2) Construction wells logs for all wells installed.
 - (3) Updated site map with new wells identified.
 - (4) A complete survey of all monitoring wells around the RIBs. A complete survey shall include, at a minimum, the following:
 - (a) Top of casing.
 - (b) Ground surface elevations surveyed to a United States Geological Survey (USGS) datum as required in R 323.2221(4)(a)(vi), R 323.2221(4)(g)(iv), and R 323.2223(3)(b) of the Part 22 Rules.
- iv. **On or before 60 days after complete installation of all required monitoring wells**, the permittee shall submit to the Department for review and approval an updated SAP as required under Part I.B.1 of this permit.

b. *Schedule of Compliance for Wastewater Treatment Plant Construction*

- i. **On or before January 30, 2024**, the permittee shall submit for review and approval by the Department an updated SAP, in accordance with Part I.B.1. of this permit. The updated SAP will reflect the current permit requirements.
- ii. **On or before January 30, 2024**, the permittee shall submit for review and approval by the Department, an updated Discharge Management Plan (DMP), in accordance with Part I.B.2. of this permit. The updated DMP shall reflect the WWTF expansion and discharge cycle. At a minimum the following topics need to be addressed:
 - (1) Change in the maximum daily discharge.

- (2) Change in the annual accumulated discharge.
- (3) Update the discharge schedule: dosing/resting cycle that includes all five basins.
- (4) Any additional updates that reflect current operation.

- iii. **By no later than 60 days after completion of construction of the wastewater treatment system**, the permittee shall submit, for review by the Department, as-built plans for the complete construction of the wastewater treatment system as approved under Part 41 of the NREPA.
- iv. **By no later than 90 days after the startup of the wastewater treatment system addition**, the permittee shall submit for review and approval by the Department, a complete Operation and Maintenance Manual (O&M Manual), in accordance with Part I.B.3. of this permit.

Submittals shall be made via the Departments [MiEnviro Portal](#) system. If any document required to be submitted is disapproved by the Department, the permittee shall, within **30 days** of receiving written disapproval, submit a revised document addressing the deficiencies.

7. Facility Operation and Maintenance

The permittee shall complete site observations to ensure compliance with the terms and conditions of this permit. Observations shall be recorded in a written form, maintained by the permittee. The permit-required observation forms are available on the [Groundwater Discharge Permit webpage](#). The observation forms shall be retained on site in accordance with Part II.C.6 of this permit and made available for inspection by the Department upon request. The following are the requirements of the observation form:

a. *Rapid Infiltration Basin(s)*

The following **weekly** observation shall be made:

i. *Vegetation*

The permittee shall visually observe all rapid infiltration basins for woody vegetation, shrubs, trees; and properly remove any harvested material.

ii. *Piping*

The permittee shall visually observe all piping to ensure there has been no damage and is functioning as designed.

The permittee shall immediately complete proper corrective actions if the observation identifies parts of the facility that are not in good working order.

8. Water Additive Request

This permit does not authorize the use of any additive without prior written approval from the Department. Such approval is authorized under separate correspondence. Additives include any substance added to water to enhance its effectiveness for uses such as, but not limited to, cleaning, disinfecting, heating, and cooling. A substance may be added to water directly or indirectly by being added to a process in such a way that it becomes a constituent of the wastewater. Permittees proposing to use any additives, including a proposed increased concentration of a previously approved additive, shall submit a request for approval via the Department's [MiEnviro Portal](#) system. The application form

name is "Groundwater Discharge Water Treatment Additive (WTA) Request Form" and can be found under the "Apps, Requests, and Reports". A separate application form is required for each additive. Additional monitoring and reporting may be required as a condition of approval to use the water treatment additive.

A request for approval to use water additives shall include all of the following usage and discharge information for each water additive proposed to be used:

- a. The Safety Data Sheet (SDS);
- b. Ingredient information, including the name of each ingredient, Chemical Abstract Service (CAS) number for each ingredient, and fractional content by weight for each ingredient;
- c. The proposed water additive discharge concentration with supporting calculations;
- d. The discharge frequency (i.e., number of hours per day and number of days per year);
- e. The outfall(s) and/or monitoring point(s) from which the water additive is to be discharged;
- f. The type of removal treatment, if any, that the water additive receives prior to discharge;
- g. The WTA's function (i.e., microbiocide, flocculant, etc.);
- h. The SDS shall include a 48-hour LC50 or EC50 for a North American freshwater planktonic crustacean (either *Ceriodaphnia sp.*, *Daphnia sp.*, or *Simocephalus sp.*). The results shall be based on the whole water additive, shall not be results based on a similar product, and shall not be estimated; and
- i. The SDS shall include the results of a toxicity test for one (1) other North American freshwater aquatic species (other than a planktonic crustacean) that meets a minimum requirement of R 323.1057(2) of the Water Quality Standards. The results shall be based on the whole water additive, shall not be results based on a similar product, and shall not be estimated. Examples of tests that would meet this requirement include a 96-hour LC50 for rainbow trout, bluegill, or fathead minnow.

9. Residuals Management Program (RMP) for Land Application of Biosolids

The permittee is authorized to land-apply bulk biosolids or prepare bulk biosolids for land application in accordance with the permittee's approved RMP approved on May 22, 2018; and approved modifications thereto, and the requirements established in R 323.2401 through R 323.2418 of the Part 24 Rules, Land Application of Biosolids, promulgated pursuant to Part 31 (Part 24 Rules). The approved RMP, and any approved modifications thereto, are enforceable requirements of this permit. Incineration, landfilling, and other residual disposal activities shall be conducted in accordance with applicable statutes and rules. The Part 24 Rules can be obtained via the internet at:

<https://www.michigan.gov/egle/about/organization/water-resources/biosolids/laws-and-rules>.

a. Annual Report

On or before **October 30 of each year**, the permittee shall submit an annual report to the Department for the previous fiscal year of October 1 through September 30. The report shall be submitted electronically via the Department's [MiEnviro Portal](#) system. At a minimum, the report shall contain:

- i. a certification that current residuals management practices are in accordance with the approved RMP, or a proposal for modification to the approved RMP; and
- ii. a completed Annual Report Form for Reporting Biosolids, available at mienviro.michigan.gov/ncore.

b. *Modifications to the Approved RMP*
Prior to implementation of modifications to the RMP, the permittee shall submit proposed modifications to the Department for approval. The approved modification shall become effective upon the date of approval. Upon written notification, the Department may impose additional requirements and/or limitations to the approved RMP as necessary to protect public health and the environment from any adverse effect of a pollutant in the biosolids.

c. *Record Keeping*
Records required by the Part 24 Rules shall be kept for a minimum of five (5) years. However, the records documenting cumulative loading for sites subject to cumulative pollutant loading rates shall be kept as long as the site receives biosolids.

d. *Contact Information*
RMP-related submittals shall be made to the Department.

10. Michigan Industrial Waste Pretreatment Program

It is understood that the permittee does not receive the discharge of any type or quantity of substance which may cause interference with the operation of the treatment works; and, therefore, the permittee is not required to immediately develop a Michigan Industrial pretreatment program as described in the Part 23 Rules, Pretreatment, promulgated under Part 31. The permittee is required to notify the Department within thirty (30) days if any user discharges or proposes to discharge such wastes to the permittee for treatment.

Under no circumstances shall the permittee allow introduction of the following waste into the waste treatment system:

- a. Pollutants which cause pass-through (i.e., permit violations for this permit) or interference;
- b. Pollutants which create a fire hazard or explosion hazard in the sewerage system, including, but not limited to waste streams with closed cup flashpoint of less than 140° Fahrenheit or 60° Centigrade using the test methods specified in 40 CFR 261.21;
- c. Pollutants which will cause corrosive structural damage to the sewerage system; but in no case, discharge with a pH less than 5.0, unless the wastewater treatment plant is specifically designed to accommodate such discharges;
- d. Solid or viscous pollutants in amounts which will cause obstruction to the flow in the sewerage system resulting in interference;
- e. Any pollutant, including oxygen demanding pollutants (BOD, etc.) released in a discharge at a flow rate and/or pollutant concentration which will cause interference with the treatment plant;
- f. Heat in amounts which will inhibit biological activity in the treatment plant resulting in interference; but in no case, heat in such quantities that the temperature at the treatment plant exceeds 40° Centigrade (104° Fahrenheit) unless the Department, upon request of the permittee, approves alternate temperature limits;
- g. Pollutants which result in the presence of toxic gases, vapors or fumes within the sewerage system in a quantity that may cause acute worker health and safety problems; and

- h. Any trucked or hauled pollutants, except at discharge points designated by the permittee.

If information is gained by the Department that the permittee receives or is about to receive industrial wastes, then this permit may be modified in accordance with applicable laws and rules.

11. Additional Monitoring Requirements

As a condition of this permit, the permittee shall monitor the discharge from monitoring point EQ-1 for the constituents listed below. Testing shall be conducted a maximum of one year from application submittal. Grab samples shall be collected for Total Metals and the Volatile Organic Compounds as identified below.

The results of such additional monitoring shall be submitted with the application for reissuance (May 5, 2027). Additional reporting requirements are specified in Part II.C.7. If, upon review of the analysis, it is determined that additional requirements are needed to be protective of groundwater in accordance with applicable laws and rules, the permit may then be modified by the Department in accordance with applicable laws and rules.

Metals	Chemical Abstract Service Number	Water Reporting Limits (ug/L) ²	EPA Analytical Method or SW-846 ³
Aluminum	7429905	5	200.8/6020A
Antimony	7440360	1	200.8/6020A
Arsenic	7440382	1	200.8/6020A
Barium	7740393	5	200.8/6020A
Beryllium	7440417	1	200.8/6020A
Boron	7740428	20	200.7/6010C
Cadmium	7740439	0.2	200.8/6020A
Calcium	8047594	1000	200.7/6010C
Chromium	7740473	1	200.8/6020A
Cobalt	7740484	5	200.8/6020A
Copper	7740508	1	200.8/6020A
Iron	7439896	20	200.7/6010C
Lead	7439921	1	200.8/6020A
Lithium	7439932	10	200.7/6010C
Magnesium	7439954	500	200.7/6010C
Manganese	7439965	5	200.8/6020A

Mercury	7439976	0.2	245.1/7470A, 7471A
Molybdenum	7439987	5	200.8/6020A
Nickel	7440020	2	200.8/6020A
Potassium	7440097	200	200.7/6010C
Selenium	7782492	1	200.8/6020A
Silver	7440224	0.2	200.8/6020A
Sodium	1734125 2	1000	200.7/6010C
Strontium	7740246	5	200.8/6020A
Thallium	7740280	2	200.8/6020A
Titanium	7440326	5	200.8/6020A
Vanadium	7740622	2	200.8/6020A
Zinc	7740666	5	200.8/6020A

Volatile Organics	Chemical Abstract Service Number	Water Reporting Limits (ug/L) ²	EPA Analytical Method or SW-846 ³
1,1,1,2-Tetrachloroethane	630206	1	624/8260B
1,1,1-Trichloroethane	71556	1	624/8260B
1,1,2,2-Tetrachloroethane	79345	1	624/8260B
1,1,2-Trichloroethane	79005	1	624/8260B
1,1-Dichloroethane	75343	1	624/8260B
1,1-Dichloroethylene	75354	1	624/8260B
1,2,3-Trichlorobenzene	87616	5	624/8260B
1,2,3-Trichloropropane	96184	1	624/8260B
1,2,3-Trimethylbenzene	526738	1	624/8260B
1,2,4-Trichlorobenzene	120821	5	624/8260B
1,2,4-Trimethylbenzene	95636	1	624/8260B
1,2-Dibromo-3- chloropropane	96128	5	624/8260B
1,2-Dibromoethane (EDB)	80977	1	624/8260B
1,2-Dichlorobenzene	95501	1	624/8260B
1,2-Dichloroethane	107062	1	624/8260B
1,2-Dichloroethlyene (cis)	156592	1	624/8260B
1,2-Dichloroethlyene (trans)	156605	1	624/8260B
1,2-Dichloropropane	78875	1	624/8260B
1,3,5-Trimethylbenzene (Mesitylene)	108678	1	624/8260B
1,3-Dichlorobenzene	541731	1	624/8260B
1,3-Dichloropropene (cis)	542756	1	624/8260B

1,3-Dichloropropene (trans)	99614025	1	624/8260B
1,4-Dichloro-2-butene (trans)	764410	5	624/8260B
1,4-Dichlorobenzene	106467	1	624/8260B
2-Butanone (MEK)	78933	5	624/8260B
2-Hexanone	591786	5	624/8260B
2-Methylnaphthalene	91576	5	624/8260B
2-Propanone (Acetone)	67641	20	624/8260B
4-Methyl-2-pentanone (MIBK)	108101	5	624/8260B
Acrylonitrile	107131	5(2.0)	624/8260B
t-Amyl Methyl Ether (TAME)	994058	5	624/8260B
Benzene	71432	1	624/8260B
Bromobenzene	108864	1	624/8260B
Bromochloromethane	83847498	1	624/8260B
Bromodichloromethane	75274	1	624/8260B
Bromoform	75252	1	624/8260B
Bromomethane	74839	5	624/8260B
t-Butyl Alcohol	75650	50	624/8260B
n-Butylbenzene	104518	1	624/8260B
sec-Butylbenzene	135988	1	624/8260B
t-Butylbenzene	98066	1	624/8260B
Carbon Disulfide	75150	1	624/8260B
Carbon Tetrachloride	56235	1	624/8260B
Chlorobenzene	108907	1	624/8260B
Chloroethane	75003	5	624/8260B
Chloroform	67663	1	624/8260B
Chloromethane	74873	5	624/8260B
Cyclohexane	108941	5	624/8260B
Dibromochloromethane	124481	1	624/8260B
Dibromomethane	74953	1	624/8260B
Dichlorodifluoromethane	75718	5	624/8260B
Diethyl Ether	60297	5	624/8260B
Diisopropyl Ether	108203	5	624/8260B
Ethylbenzene	100414	1	624/8260B
Ethyl-t-Butyl Ether (ETBE)	637923	5	624/8260B
Hexachloroethane	67721	5	624/8260B
Hexane	110543	1	624/8260B
Isopropyl Benzene	98828	1	624/8260B
p-Isopropyl Toluene (p-	99876	1	624/8260B
Methyl Iodide	74884	1	624/8260B
Methyl-t-Butyl Ether	1634044	1	624/8260B
Methylene Chloride	75092	5	624/8260B
Naphthalene	91203	5	624/8260B
n-Propylbenzene	103651	1	624/8260B
Styrene	100425	1	624/8260B
Tetrachloroethylene	127184	1	624/8260B
Tetrahydrofuran	109999	5	624/8260B
Toluene	108883	1	624/8260B

Trichloroethylene	79016	1	624/8260B
Trichlorofluoromethane	75694	1	624/8260B
Vinyl Chloride	75014	1	624/8260B
m & p-Xylene	1330207	2	624/8260B
o-Xylene	1330207	1	624/8260B

PART I**B. Required Documentation****1. Sampling and Analysis Plan**

The permittee shall complete all measurement, sampling, and analysis procedures in accordance with the SAP approved by the Department. The SAP approved by the Department is an enforceable requirement under this permit. The SAP shall meet the requirements of R 323.2223(3) of the Part 22 Rules, and shall include, at a minimum, the following information:

- a. Effluent Monitoring.
 - i. Location of effluent sampling.
 - ii. Sample frequency.
 - iii. A list of substances to be sampled.
 - iv. Sampling procedure, including all of the following:
 - (1) The method and volume of water removed during sampling.
 - (2) Steps taken to prevent cross contamination.
 - (3) Sample handling and preservation methods.
 - (4) Laboratory analysis method.
 - (5) Laboratory method detection level.
 - (6) Quality assurance and quality control program.
- b. Groundwater Monitoring.
 - i. The number and location of wells to be included in the groundwater monitoring system.
 - ii. For each well, the depth and screened interval for each monitoring well. The screened interval shall be referenced to United States Geological Survey data.
 - iii. Well construction materials and installation techniques.
 - iv. Sampling frequency.
 - v. A list of substances to be sampled.
 - vi. Sampling procedure, including all of the following:
 - (1) The method and volume of water removed from each well during sampling.
 - (2) Steps taken to prevent cross contamination between wells.
 - (3) Sample handling and preservation methods.
 - (4) Laboratory analysis method.
 - (5) Laboratory method detection level.
 - (6) Quality assurance and quality control program.
 - vii. A description of the techniques used to present and evaluate groundwater quality monitoring data.
 - viii. A description of the method used to collect static water levels and present groundwater flow data. Static water level precision shall be to 0.01 foot.

Prior to implementation of any modifications to the procedures specified in the approved SAP, the permittee shall submit to the Department for review and approval a written request for modification of the SAP. Such requests shall explain the nature of the

modification, provide adequate rational for the modification, and include all necessary supporting documentation to enable a full review of the SAP. Approved modifications shall become enforceable requirements under this permit upon the date of Department written approval.

The permittee shall keep an approved copy of the SAP, including any approved modification, at the facility permanently and shall be provided to the Department upon request. The Department may review any document in whole or in part at its discretion and upon written notification require modifications if portions are determined to be inadequate. The permittee shall immediately initiate steps to correct any condition that is not in accordance with the SAP approved by the Department.

2. Discharge Management Plan (DMP)

The permittee shall manage land application in accordance with the DMP approved by the Department. The DMP approved by the Department is an enforceable requirement under this permit. The DMP shall include, at a minimum, the following information:

- a. A site map identifying the location and size of each application area utilized in the system.
- b. Maximum daily and annual discharge volumes.
- c. The total discharge area.
- d. Scheduled maintenance.
- e. Vegetative cover control and removal.
- f. Load and rest cycles.
- g. Application rates.
- h. Means for even distribution of waste or wastewater.
- i. Strategies for period of adverse weather.
- j. Monitoring procedures.
- k. Other pertinent information.

More information can be found in the [Part 22 Guidesheet II for the Development of a Discharge Management Plan.](#)

Prior to implementation of any modifications to the procedures specified in the approved DMP, the permittee shall submit to the Department for review and approval an updated DMP. Such changes may include, but are not limited to, dosing and resting schedule, land area increases, land area decreases, or discharge season. Approved modifications shall become enforceable requirements under this permit upon the date of Department written approval. Major modification such as, but not limited to, an increase in discharge volume, addition of a new land application site, change in effluent characteristics, or change in treatment method shall not be authorized under this part. The permittee shall submit a permit modification application with a revised DMP for any major modifications in accordance with Part II.D.7. of this permit.

The permittee shall keep an approved copy of the DMP, including any approved modification, at the facility and shall be provided to the Department upon request. The Department may review any document in whole or in part at its discretion and upon written notification require modifications if portions are determined to be inadequate. The

permittee shall immediately initiate steps to correct any condition that is not in accordance with the DMP approved by the Department.

3. Operations and Maintenance Manual (O&M Manual)

The permittee shall operate the facility in accordance with the O&M Manual approved by the Department. The O&M Manual approved by the Department is an enforceable requirement under this permit. The O&M Manual shall include, at a minimum, the following information:

- a. Descriptions and operation information for all equipment.
- b. An emergency operation plan.
- c. Monitoring program to monitor process efficiency.
- d. Inspection instructions and plan for the collection system and pump stations.
- e. Maintenance plan for equipment.
- f. Documentation of maintenance and inspection.
- g. List of relevant environmental regulations.

Prior to implementation of any modifications to the procedures specified in the approved O&M Manual, the permittee shall submit to the Department for review and approval a written request for modification of the O&M Manual. Such requests shall explain the nature of the modification, provide adequate rational for the modification, and include all necessary supporting documentation to enable a full review of the O&M Manual. Approved modifications shall become enforceable requirements under this permit upon the date of Department written approval.

The permittee shall keep an approved copy of the O&M Manual, including any approved modification, at the facility and shall be provided to the Department upon request. The Department may review any document in whole or in part at its discretion and upon written notification require modifications if portions are determined to be inadequate. The permittee shall immediately initiate steps to correct any condition that is not in accordance with the O&M Manual approved by the Department.

4. Basis of Design

The permittee shall operate the facility in accordance with the Basis of Design received and reviewed by the Department. The authorization to discharge under this permit is based upon the permittee providing treatment as identified in the submitted and reviewed Basis of Design. Prior to implementation of any modifications to the treatment system including, but not limited to, flow rates, wastewater characterization, unit processes, pollutant loading, and hydraulic capacity of the system, the permittee shall submit to the Department a permit modification application to amend the treatment system described in the application and basis of design. The application shall include an updated Basis of Design that clearly identifies all design changes. Upon review of the proposed changes, the Department may terminate the permit, modify the permit, or require a different permit for the proposed treatment and discharge system.

PART II

Part II may include terms and/or conditions not applicable to discharges covered under this permit.

A. Definitions

24-Hour Composite Sample is a flow proportioned composite sample consisting of hourly or more frequent portions that are taken over a 24-hour period.

Annual Monitoring Frequency refers to a calendar year beginning on January 1 and ending on December 31. When required by this permit, an analytical result, reading, value, or observation must be reported for that period if a discharge occurs during that period.

Best Management Practices means structural devices or nonstructural practices that are designed to prevent pollutants from entering into groundwater.

Biosolids are the solid, semisolid, or liquid residues generated during the treatment of sanitary sewage or domestic sewage in a treatment works. This includes, but is not limited to, scum or solids removed in primary, secondary, or advanced wastewater treatment processes and a derivative of the removed scum or solids.

Bulk Biosolids means biosolids that are not sold or given away in a bag or other container for application to a lawn or home garden.

By-Pass means any diversion from or bypass of facilities necessary to maintain compliance with the terms and conditions of this permit.

Class B Biosolids refers to material that has met the Class B pathogen reduction requirements or equivalent treatment by a Process to Significantly Reduce Pathogens (PSRP) in accordance with the Part 24 Administrative Rules, Land Application of Biosolids, of Part 31 of the NREPA. Processes include aerobic digestion, composting, anaerobic digestion, lime stabilization and air drying.

Daily Concentration is the sum of the concentrations of the individual samples of a parameter divided by the number of samples taken during any calendar day. If the parameter concentration in any sample is less than the quantification limit, regard that value as zero when calculating the daily concentration. For pH, report the maximum value of any individual sample taken during the month and the minimum value of any individual sample taken during the month.

Daily Monitoring Frequency refers to a 24-hour period. When required by this permit, an analytical result, reading, value or observation must be reported for that period if a discharge occurs during that period.

Department means the Michigan Department of Environment, Great Lakes, and Energy.

Detection Level means the lowest concentration or amount of the target analyte that can be determined to be different from zero by a single measurement at a stated level of probability.

Discharge means the addition of any waste, waste effluent, wastewater, pollutant, or any combination thereof to any groundwaters of the state.

Domestic Equivalent Wastewater means wastewater that falls outside the definition of sanitary sewage, but which has similar wastewater characteristics and is amenable to on-site wastewater treatment and subsurface soil disposal.

Effluent means waste or wastewater during or subsequent to treatment but before discharge.

Flow Proportioned Sample is a composite sample with the sample volume proportional to the effluent flow.

Furrow Stream is the volume, in gallons per unit time, usually per minute, of wastewater discharged into the furrow.

General Permit means a groundwater permit that is designed to cover permittees with similar operations or type of discharge.

GPD means gallons per day.

GPY means gallons per year.

Grab Sample is a single sample taken at neither a set time nor flow.

Individual Permit means a site-specific Groundwater permit.

Land Application means spraying or spreading waste, waste effluent, or wastewater onto the land surface or incorporating into the soil to be treated by the plants, soil surface, and/or the soil matrix.

Biosolids or a biosolids derivative sprayed or spread onto the land surface or incorporated into the soil can either condition the soil or fertilize crops or vegetation grown in the soil.

MGD means million gallons per day.

Mg/L is a unit of measurement and means milligrams per liter.

Monitoring Well means a well that is specifically designed and located to allow for the collection of hydrogeologic data and representative samples in order to measure the impact of a discharge on groundwater.

Monthly Monitoring Frequency refers to a calendar month. When required by this permit, an analytical result, reading, value, or observation must be reported for that period if a discharge occurs during that period.

POTW is a publicly owned treatment work.

Quantification Level means the measurement of the concentration of a contaminant obtained by using a specified laboratory procedure calculated at a specified concentration above the detection level. It is considered the lowest concentration at which a particular contaminant can be quantitatively measured using a specified laboratory procedure for monitoring of the contaminant.

Quarterly Monitoring Frequency refers to a three-month period, defined as January through March, April through June, July through September, and October through December. When required by this permit, an analytical result, reading, value, or observation must be reported for that period if a discharge occurs during that period.

Rapid Infiltration is the application of wastewater to areas of moderately to highly permeable soil. The majority of applied wastewater percolates through the soil, and the treated effluent drains naturally to groundwater.

Report means there is no limit associated with the individual substance for the medium that is being sampled; the permittee must only report the result of the laboratory analysis.

Slow-Rate Land Treatment is the application of wastewater to a vegetated land surface with the applied wastewater being treated as it flows through the plant and soil matrix. A portion of the flow is expected to percolate to the groundwater while the remainder is utilized by plants or lost through evaporation.

Wastewater means liquid waste discharged directly or indirectly into the waters of the state or onto the ground that results from industrial and commercial processes or municipal operations, including liquid or water-carried process waste, cooling and condensing waters, and sanitary sewage.

Water Additive means a substance added to water to enhance its effectiveness for uses such as, but not limited to, cleaning, disinfecting, heating, and cooling. A substance may be added to water directly or indirectly by being added to a process in such a way that it becomes a constituent of the wastewater.

Weekly Monitoring Frequency refers to a calendar week that begins on Sunday and ends on Saturday. When required by this permit, an analytical result, reading, value, or observation must be reported for that period if a discharge occurs during that period.

PART II**B. Design Requirements****1. General Prohibitions**

The permit shall be in accordance with the requirements of R 323.2204 of the Part 22 Rules. This includes, but is not limited to, the following:

- a. The discharge shall not be, or not be likely to become, injurious to the protected uses of the waters of the state.
- b. The discharge shall not cause runoff to, ponding on, or flooding of adjacent property, shall not cause erosion, and shall not cause nuisance conditions.
- c. The point of discharge shall be located not less than 100 feet inside the boundary of the property where the discharge occurs unless a lesser distance is specifically authorized in writing by the Department, unless the discharge is authorized under R 323.2210, R 323.2211, or R 323.2213 of the Part 22 Rules or unless a lesser distance is specifically approved by the Department in the permit.
- d. For a discharge authorized under R 323.2211, R 323.2213, R 323.2215, R 323.2216(2), or R 323.2216(4) of the Part 22 Rules the discharge shall be a minimum of 200 feet from a Type I or Type IIa water supply well, 75 feet from a Type IIb and Type III water supply well, and 50 feet from any domestic well. For a discharge authorized under R 323.2218 or R 323.2216(3) of the Part 22 Rules, the discharge shall be a minimum of 2,000 feet from a Type I or Type IIa water supply well, 800 feet from a Type IIb or Type III water supply well, and 300 feet from a domestic well. The Department may authorize a lesser or greater isolation distance in an individual case based on groundwater flow direction, volume, and constituents of the discharge; geological, surface, and other site conditions; and the degree of threat to the well or wells.
- e. The discharge shall not create a facility as defined in Part 201, Environmental Response, of the NREPA.

2. Land Application Design Requirements

The permittee shall design, construct, and operate any land treatment system in accordance with R 323.2233(4) of the Part 22 Rules, which shall include, at a minimum, the following requirements:

- a. The system shall be designed and constructed to prevent surface runoff from either entering or exiting the system.
- b. The system shall be designed and constructed to provide even distribution of wastewater during application. A header ditch, where used, shall be designed and constructed to allow for complete drainage after each wastewater loading or shall be lined to prevent seepage.
- c. If vegetative cover is utilized and is considered part of the overall treatment system, then the design and construction of the system shall allow for the mechanical harvesting of vegetative cover.
- d. The system shall be designed, constructed, and operated to allow an appropriate loading cycle. An appropriate loading cycle allows time between loadings for all of the following:
 - i. Soil organisms to biologically decompose organic constituents in the wastewater.
 - ii. Organic solids on the soil surface to decompose.
 - iii. The soil to become aerated.

- iv. Vegetative cover to utilize available nutrients provided through the application of the wastewater.
- v. Soil conditions to become unsaturated and aerobic.
- vi. Harvesting operations to occur at appropriate times.
- e. The design hydraulic loading or application rate, whether daily, monthly, or annual, shall not be more than one of the following:
 - i. Three (3) percent of the permeability of the most restrictive soil layer within the solum over the area of the discharge when determined by either the cylinder infiltration method or air entry permeameter test method.
 - ii. Seven (7) percent of the permeability of the most restrictive soil layer within the solum over the area of the discharge as determined by the saturated hydraulic conductivity method.
 - iii. Twelve (12) percent of the permeability of the most restrictive soil layer within the solum over the area of the discharge as determined by the basin infiltration method.
 - iv. If published information is utilized, the permittee shall determine the methodology used to measure the reported hydraulic conductivity. If the hydraulic conductivity is given as a range of expected values, then a permittee shall use the minimum value given the most restrictive soil layer within the solum when calculating the hydraulic loading or application rate.
- f. The system shall be designed, constructed, and operated to prevent the development of sodic conditions within the solum of the discharge area. Sodic conditions are considered to exist in the solum when the exchangeable sodium percentage, which is the percentage of the cation exchange capacity of a soil occupied by sodium, is more than 15 percent.
- g. If phosphorus adsorption within the solum or unsaturated soil column is part of the overall treatment process, then the system shall be designed as follows:
 - i. The available phosphorus adsorption capacity (PAC) of the solum or unsaturated soil column from within the discharge area shall be sufficient to provide the necessary treatment to ensure that the applicable limit established in this permit is not exceeded for the duration of the permit.
 - ii. The loading cycle shall be designed so as to provide the necessary contact time within the solum or unsaturated soil column required for phosphorus to be removed from the applied wastewater through adsorption processes.
 - iii. The available PAC of the discharge area shall be determined through either of the following methods:
 - (1) By subtracting phosphorus levels of the unsaturated soil column, determined through on-site Bray-P1 analysis, from published PAC data for the solum found within the discharge area.
 - (2) adsorption maximum as determined through Langmuir isotherm analysis of on-site soils, after adjustments for the concentration of phosphorus in the effluent and fraction of utilization within the solum are made.
- h. All of the following operation and maintenance requirements shall be met:
 - i. Portions of the wastewater distribution system shall be capable of being taken out of service for maintenance and other operational activities and to provide rest to portions of the irrigation area without disrupting applications to other areas of the system.
 - ii. All areas within a system shall be accessible for maintenance equipment.

- iii. For slow rate and overland flow treatment systems, the pH of the plow layer within the discharge area shall be maintained between 6.0 and 7.5 standard units.
- i. The discharge to a land treatment system shall be limited so that the discharge volume combined with the precipitation from a 10-year frequency, 24-hour duration rainfall event does not overflow the designed discharge area.

3. Lagoon Construction

Lagoon construction shall be consistent with R 323.2237 of the Part 22 Rules and shall consist of a composite liner composed of a base and flexible membrane liner unless the conditions set forth in R 323.2237(4) are met. Guidance can be found in

[Guidesheet IV: Wastewater Treatment and Storage Lagoons.](#)

PART II

C. Monitoring Procedures

1. Permit Monitoring Requirements

Pursuant to R 323.2223(1) of Part 22 Rules, the Department may modify the effluent or groundwater monitoring parameters or frequency requirements of this permit. The permittee may request a modification of the parameters or frequency of monitoring of this permit with adequate supporting documentation.

2. Instrumentation

The permittee shall periodically calibrate and perform maintenance procedures on all monitoring instrumentation at intervals to ensure accuracy of measurements.

3. Test Procedures

Test procedures for the analysis of pollutants shall conform to regulations promulgated pursuant to either SW-846, 3rd Edition, September 1986, "Test Methods for the Evaluation of Solid Waste, Physical-Chemical Methods," or Section 304(h) of the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq.), 40 CFR, Part 136, Guidelines Establishing Test Procedures for the Analysis of Pollutants, unless specified otherwise in this permit. Requests to use test procedures not defined here shall be submitted to the Department for review and approval.

The permittee shall periodically calibrate and perform maintenance procedures on all analytical instrumentation at intervals to ensure accuracy of measurements. The calibration and maintenance shall be performed as part of the permittee's laboratory Quality Assurance/Quality Control (QA/QC) Program.

4. Representative Samples

Samples and measurements taken as required herein shall be representative of the volume and nature of the monitored discharge. Guidance on how to collect representative samples is contained in [Guidesheet III, "Characterization of Wastewater"](#).

5. Recording Results

The permittee shall record the following information for each measurement or sample taken pursuant to the terms and conditions of this permit:

- a. The exact place, date, and time of measurement or sampling.
- b. The person(s) who performed the measurement or sample collection.
- c. The dates the analyses were performed.
- d. The person(s) who performed the analyses.
- e. The analytical techniques or methods used.
- f. The date of and person responsible for equipment calibration.
- g. The results of all required analyses.

6. Records Retention

The permittee shall maintain records of all groundwater-related activities. All such records and information resulting from the monitoring activities required by this permit shall be retained for three years. This includes, but is not limited to, all records of analyses performed, facility operation and maintenance logs, calibration and maintenance of instrumentation, and recordings from continuous monitoring instrumentation.

7. Additional Monitoring by Permittee

If the permittee monitors any pollutant at the location(s) designated herein more frequently than required by this permit, using approved analytical methods as specified above, the results of such monitoring shall be included in the calculation and reporting of the values required in the Discharge Monitoring Report. Such increased frequency shall also be indicated.

Monitoring required pursuant to Part 41, Sewerage Systems, of the NREPA or Rule 35 of the Mobile Home Park Commission Act (1987 PA 96) for assurance of proper facility operation shall be submitted as required by the Department.

PART II**D. Reporting Requirements****1. Designated Wellhead Protection Area**

The permittee shall do all of the following if the discharge is located within a designated wellhead protection area:

- a. Provide to the public water supply system manager a copy of each monitoring report provided to the Department.
- b. Notify the pertinent public water supply system manager when a discharge has exceeded an applicable standard. The notification shall be made within 48 hours of a determination by the discharge that an applicable standard has been exceeded.

2. Submittal Requirements for Self-Monitoring Data

Part 31 of the NREPA, specifically Section 324.3110(7), and R 323.2155(2) of Part 21, Wastewater Discharge Permits, promulgated under Part 31 of the NREPA, allow the Department to specify the forms to be utilized for reporting the required self-monitoring data. The permittee shall submit self-monitoring data via the Department's MiEnviro Portal system.

The permittee shall utilize the information provided on the [MiEnviro Portal](#) website to access and submit the electronic forms. Annual, monthly summary, and daily data shall be submitted to the Department no later than the **20th day of the month** following each month of the authorized discharge period(s) or reporting due date specified in this permit. The permittee may be allowed to submit the electronic forms after this date if the Department has granted an extension to the submittal date.

3. Compliance Requirements

The permittee shall comply with all applicable requirements set forth in Parts 31 and 41 of the NREPA and related regulations and rules. The permittee shall report all instances of noncompliance with concentration limitations of effluent or groundwater in accordance with the following requirements:

- a. If the facility is in a wellhead protection area, within 48 hours from the time the permittee becomes aware of the noncompliance, the permittee shall report noncompliance to the public water supply manager.
- b. Within seven (7) days from the time the permittee becomes aware of the noncompliance, the permittee shall report, in writing, all instances of noncompliance. Written reporting shall include all of the following:
 - i. The name of the substance(s) for which a limit was exceeded.
 - ii. The concentration at which the substance was found.
 - iii. The location(s) at which the limit was exceeded.
- c. Within 14 days from the time the permittee becomes aware of the noncompliance, the permittee shall resample the monitoring point at which the limit was exceeded for the substance for which a limit was exceeded.
- d. Within 60 days from the time the permittee becomes aware of the noncompliance, the permittee shall submit a written report that shall include all of the following:
 - i. The results of the confirmation sampling.
 - ii. An evaluation of the cause for the limit being exceeded and the impact of that event to the groundwater.
 - iii. A proposal detailing steps taken or to be taken to prevent recurrence.

- e. In accordance with R 323.2227 of the Part 22 Rules, the Department may require additional activities including, but not limited to, the following:
 - i. Change the monitoring program, including increasing the frequency of effluent monitoring or groundwater sampling, or both.
 - ii. Develop and implement a groundwater monitoring program if one is not in place.
 - iii. If the discharge is in a designated wellhead protection area, assess the effects of the discharge on the public water supply system.
 - iv. Review the operational or treatment procedures, or both, at the facility.
 - v. Define the extent to which groundwater quality exceeds the applicable criteria that would designate the site as a facility under Part 201 of the NREPA.
 - vi. Revise the operational procedures at the facility.
 - vii. Change the design or construction of the wastewater operations at the facility.
 - viii. Initiate an alternative method of waste treatment or disposal.
 - ix. Remediate contamination to comply with the terms of Part 201 of the NREPA, if applicable.
- f. If the Department determines that a change in groundwater quality from a normal operating baseline has occurred that indicates the concentration of a substance in groundwater may exceed an applicable limit, then upon written notification from the Department the permittee shall take the following actions:
 - i. Change the monitoring program, including increasing the frequency of effluent sampling or groundwater sampling, or both.
 - ii. Review the operational or treatment procedures, or both, at the facility.

4. Electronic Reporting

Upon notice by the Department that electronic reporting tools are available for specific reports or notifications, the permittee shall submit all such reports or notifications as required by this permit, electronically.

5. Start-Up Notification

If the permittee will not discharge during the first 60 days following the effective date of this permit, the permittee shall notify the Department within 14 days following the effective date of this permit and then 60 days prior to the commencement of the discharge.

6. Compliance Dates Notification

Within 14 days of every compliance date specified in this permit, the permittee shall submit a written notification to the Department indicating whether or not the particular requirement was accomplished. If the requirement was not accomplished, the notification shall include an explanation of the failure to accomplish the requirement, actions taken or planned by the permittee to correct the situation, and an estimate of when the requirement will be accomplished. If a written report is required to be submitted by a specified date and the permittee accomplishes this, a separate written notification is not required.

7. Notification of Changes in Discharge, Treatment, or Facility Operations

If proposing to modify the quantity or effluent characteristics of the discharge or the treatment process for the discharge, the permittee shall notify the Department of the proposed modification prior to its occurrence. Significant modifications require the permittee to submit an application. A permit modification shall be processed in accordance with applicable rules and laws prior to implementation of the modification.

8. Transfer of Ownership or Control

In the event of any change in control or ownership of facilities from which the authorized discharge emanates, the permittee shall submit to the Department 30 days prior to the actual transfer of ownership or control a written agreement between the current permittee and the new permittee containing the following:

- a. The legal name and address of the new owner.
- b. A specific date for the effective transfer of permit responsibility, coverage, and liability.
- c. A certification of the continuity of or any changes in operations, wastewater discharge, or wastewater treatment.

If the new permittee is proposing changes in operations, wastewater discharge, or wastewater treatment, the Department may propose modification of this permit in accordance with applicable laws and rules.

9. Spill Notification

The permittee shall immediately report any release of any polluting material that occurs to the surface waters or groundwater of the state, unless the permittee has determined that the release is not in excess of the threshold reporting quantities specified in R 324.2001 through 324.2009 of the Part 5 Rules, Spillage of Oil and Polluting Materials, promulgated under Part 31, by calling the Department at the number indicated in the Contact Information section of this permit, or if the notice is provided after regular working hours, call the Department's 24-hour Pollution Emergency Alerting System at 1-800-292-4706.

Within ten (10) days of the release, the permittee shall submit to the Department a full written explanation as to the cause of the release, the discovery of the release, response (clean-up and/or recovery) measures taken, and preventative measures taken or a schedule for completion of measures to be taken to prevent reoccurrence of similar releases.

10. Upset Noncompliance Notification

If a process "upset" (defined as an exceptional incident in which there is unintentional and temporary noncompliance with technology-based permit effluent limitations because of factors beyond the reasonable control of the permittee) has occurred, the permittee who wishes to establish the affirmative defense of upset, shall notify the Department by telephone within 24 hours of becoming aware of such conditions, and within five (5) days provide in writing the following information:

- a. That an upset occurred and that the permittee can identify the specific cause(s) of the upset.
- b. That the permitted wastewater treatment facility was, at the time, being properly operated.
- c. That the permittee has specified and taken action on all responsible steps to minimize or correct any adverse impact in the environment resulting from noncompliance with this permit.

In any enforcement proceedings, the permittee seeking to establish the occurrence of an upset has the burden of proof.

11. Bypass Prohibition and Notification

a. *Bypass Prohibition*

Bypass is prohibited and the Department may take an enforcement action, unless:

- i. Bypass was unavoidable to prevent loss of life, personal injury, or severe property damage.
- ii. There were no feasible alternatives to the bypass, such as the use of auxiliary treatment facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate backup equipment should have been installed in the exercise of reasonable engineering judgment to prevent a bypass.
- iii. The permittee submitted notices as required under 11.b. or 11.c., below.

b. *Notice of Anticipated Bypass*

If the permittee knows in advance of the need for a bypass, it shall submit prior notice to the Department, if possible at least 10 days before the date of the bypass, and provide information about the anticipated bypass as required by the Department. The Department may approve an anticipated bypass, after considering its adverse effects, if it will meet the three (3) conditions listed in 11.a., above.

c. *Notice of Unanticipated Bypass*

The permittee shall submit notice to the Department of an unanticipated bypass by calling the Department at the number indicated in the Contact Information section of this permit as soon as possible, but no later than 24 hours from the time the permittee becomes aware of the circumstances (if the notice is provided after regular working hours, call the Department's 24-hour Pollution Emergency Alerting System at 1-800-292-4706).

d. *Written Report of Bypass*

A written submission shall be provided to the Department within five (5) working days of commencing any bypass, and at additional times as directed by the Department. The written submission shall contain a description of the bypass and its cause; the period of bypass, including exact dates and times, and if the bypass has not been corrected, the anticipated time it is expected to continue; steps taken or planned to reduce, eliminate, and prevent reoccurrence of the bypass; and other information as required by the Department.

e. *Bypass Not Exceeding Limitations*

The permittee may allow any bypass to occur that does not cause effluent limitations to be exceeded, but only if it also is for essential maintenance to assure efficient operation. These bypasses are not subject to the provisions of 11.a., 11.b., 11.c., and 11.d., above. This provision does not relieve the permittee of any notification responsibilities under Part II.D.9, of this permit.

12. Untreated or Partially Treated Sewage Discharge Requirements

In accordance with Part 31, Section 324.3112a of the NREPA, if untreated sewage, including sanitary sewer overflows (SSO), combined sewer overflows (CSO), or partially treated sewage is directly or indirectly discharged from a sewer system onto land or into the waters of the state, the entity responsible for the sewer system shall immediately, but not more than 24 hours after the discharge begins, notify by telephone, the Department, local health departments, a daily newspaper of general circulation in the county in which the permittee is located, and a daily newspaper of general circulation in the county or counties in which the municipalities whose waters may be affected by the discharge are located that the discharge is occurring.

At the conclusion of the discharge, written notification shall be submitted in accordance with and on the "CSO/SSO/RTB/Other Discharge Event" form available in MiEnviro (after logging into MiEnviro, navigate to the facility's Dashboard section and open the As Needed tab to find the submittal).

In addition, in accordance with Part 31, Section 324.3112a of the NREPA, each time a discharge of untreated sewage or partially treated sewage occurs, the permittee shall test the affected waters for *E. coli* to assess the risk to the public health as a result of the discharge and shall provide the test results to the affected local county health departments and the Department. The testing shall be done at locations specified by each affected local county health department but shall not exceed ten (10) tests for each separate discharge event. The affected local county health department may waive this testing requirement if it determines that such testing is not needed to assess the risk to the public health as a result of the discharge event. The results of this testing shall be submitted with the written notification required above, or if the results are not yet available, submit them as soon as they become available. This testing is not required if the testing has been waived by the local health department or if the discharge(s) did not affect surface waters.

Permittees accepting sanitary or municipal sewage from other sewage collection systems are encouraged to notify the owners of those systems of the above reporting and testing requirements.

13. Availability of Reports

Except for data determined to be confidential under Section 323.2128 of Part 21, all reports prepared in accordance with the terms of this permit shall be available for public inspection at the offices of the Department. Effluent data shall not be considered confidential. Knowingly making any false statement on any such report may result in the imposition of criminal penalties as provided for in Part 31 Sections 324.3112, 324.3115 and Part 41, Sections 324.4106, and 324.4110 of the NREPA.

PART II**E. Management Responsibilities****1. Operator Certification**

The permittee shall have the waste treatment facilities under direct supervision and control of an operator certified at the appropriate level for the facility certification by the Department, as required by Part 31, Section 324.3110 and, as applicable, Part 41, Section 324.4104 of the NREPA.

2. Facility Contact

The "Facility Contact" was specified in the application. The permittee may replace the facility contact at any time. Within 10 days of taking such action, the permittee shall notify the Department in writing and update the Facility Contact in the [MiEnviro Portal](#), including the name, physical address, email address, and telephone number of the new facility contact. The MiEnviro Portal website is located at mienviro.michigan.gov/ncore (log in, select the site from the left-site menu, click on Details, click on Contacts from the top menu, click Add Contact, fill out required fields, and select "facility Contact" from the list of roles).

- a. The facility contact shall be (or a duly authorized representation of this person):
 - i. For a corporation, a principal executive officer of at least the level of vice president, or a designated representative, if the representative is responsible for the overall operation of the facility from which the discharge described in the permit application or other groundwater form originates,
 - ii. For a partnership, a general partner,
 - iii. For a sole proprietorship, the proprietor, or
 - iv. For a municipal, state, or other public facility, either a principal executive officer, the mayor, village president, city or village manager, or other duly authorized employee.
- b. A person is duly authorized representative only if:
 - i. The authorization is made in writing to the Department by a person described in subpart a. of this section: and
 - ii. The authorization specifies either an individual or a position having responsibility for the overall operation of the regulated facility or activity such as the position of plant manager, operator of a well or a well field, superintendent, position of equivalent responsibility, or an individual or position having overall responsibility for environmental matters for the facility (a duly authorized representative may thus be either a named individual or any individual occupying and named position).

Nothing in this section obviates the permittee from properly submitting reports and forms as required by law.

3. Discharge to the Surface Waters

This permit does not authorize any discharge to the surface waters. The permittee is responsible for obtaining any permits required by federal or state laws or local ordinances.

4. State Laws

Nothing in this permit shall be construed to preclude the institution of any legal action or relieve the permittee from any responsibilities, liabilities, or penalties established pursuant to any applicable state law or regulation.

5. Property Rights

The issuance of this permit does not convey any property rights in either real or personal property, or any exclusive privileges, nor does it authorize violation of any federal, state, or local laws or regulations, nor does it obviate the necessity of obtaining such permits or approvals as may be required by law.

6. Duty to Comply

All discharges authorized herein shall be consistent with the terms and conditions of this permit. The discharge of any pollutant identified in this permit more frequently than or at a level in excess of that authorized shall constitute a violation of this permit.

It is the duty of the permittee to comply with all the terms and conditions of this permit. Any noncompliance with the effluent limitations, conditions, or terms of this permit constitutes a violation of the NREPA and constitutes grounds for enforcement action; for permit termination, revocation, reissuance, or modification; or denial of an application for permit renewal.

7. Civil and Criminal Liability

Nothing in this permit shall be construed to relieve the permittee from civil or criminal penalties for noncompliance, whether or not such noncompliance is due to factors beyond the permittee's control, such as accidents, equipment breakdowns, or labor disputes.

8. Facilities Operation

The permittee shall, at all times, properly operate and maintain all treatment or control facilities or systems installed or used by the permittee to achieve compliance with the terms and conditions of this permit. Proper operation and maintenance include adequate laboratory controls and appropriate quality assurance procedures.

9. Power Failures

In order to maintain compliance with the effluent limitations of this permit and prevent unauthorized discharges, the permittee shall either:

- a. Provide an alternative power source sufficient to operate facilities utilized by the permittee to maintain compliance with the effluent limitations and conditions of this permit.
- b. Upon the reduction, loss, or failure of one or more of the primary sources of power to facilities utilized by the permittee to maintain compliance with the effluent limitations and conditions of this permit, the permittee shall halt, reduce, or otherwise control production and/or all discharge in order to maintain compliance with the effluent limitations and conditions of this permit.

10. Containment Facilities

The permittee shall provide facilities for containment of any accidental losses of polluting materials in accordance with the requirements of the Part 5 Rules (R 324.2001 through 324.2009). For a POTW, these facilities shall be approved under Part 41 of the NREPA.

11. Waste Treatment Residues

Residuals (i.e., solids, sludges, biosolids, filter backwash, scrubber water, ash, grit, or other pollutants) removed from or resulting from treatment or control of wastewaters, shall be disposed of in an environmentally compatible manner and according to applicable laws and rules. These laws may include, but are not limited to, Part 31, Water Resources Protection; Part 55, Air Pollution Control; Part 111, Hazardous Waste Management; Part 115, Solid Waste Management; Part 121, Liquid Industrial By-Products; Part 301, Inland Lakes and Streams; and Part 303, Wetlands Protection, of the NREPA. Such disposal shall not result in any unlawful pollution of the air, surface waters, or groundwater of the state.

12. Treatment System Closure

- a. In the event that discharges from a treatment system are planned to be eliminated, the permittee shall do the following:
 - i. Eliminate all physical threats associated with discharge-related facilities not later than five (5) days after use of the facility has ceased.
 - ii. Not less than 75 days before cessation of discharge-related activities, characterize any wastewater, sediments, and sludges related to the discharge, pursuant to Part 22, Section 323.2226(4)(a)(i-iii).
- b. Within 30 days of completing the characterization, the discharger shall submit a closure plan to the Department for review and approval that describes how the wastewater, sediments, and sludges associated with the discharge will be handled in accordance with Part 31, Part 111, Part 115, or Part 201 of the NREPA, as appropriate.
- a. Closure activities must be initiated within 30 days of Department approval of the Closure Plan and must be completed within one (1) year of approval of the Closure Plan.
- b. If the groundwater exceeds a standard established by the Department that would result in the site qualifying as a facility under Part 201 of the NREPA, then the permittee shall comply with the requirements of Part 201, as applicable.
- c. The Department may require post closure monitoring activities to evaluate the effectiveness of the closure activities. Any wastewater or residual disposal inconsistent with the approved plan shall be considered a violation of this permit. After proper closure of the treatment system, this permit may be terminated.
- d. The permittee must certify completion of the approved closure plan. Certification shall be by a qualified person described as follows:
 - i. An engineer licensed under Public Act 299 of 1980, as amended, being §339.101 et seq. of the Michigan Compiled Laws and known as the Occupational Code (Act 299).
 - ii. A professional geologist certified by the American Institute of Professional Geologists, 7828 Vance Drive, Suite 103, Arvada, Colorado 80003.
 - iii. A professional hydrologist certified by the American Institute of Hydrology, 2499 Rice Street, Suite 135, St. Paul, Minnesota 55113.
 - iv. A groundwater professional certified by the National Ground Water Association, Association of Groundwater Scientists and Engineers Division, 601 Dempsey Road, Westerville, Ohio 43081.
 - v. Another groundwater professional certified by an organization approved by the Department.

13. Right of Entry

The permittee shall allow the Department, or any agent appointed by the Department, upon the presentation of credentials:

- a. To enter upon the permittee's premises where an effluent source is located or in which any records are required to be kept under the terms and conditions of this permit.
- b. At reasonable times to have access to and copy any records required to be kept under the terms and conditions of this permit; to inspect process facilities, treatment works, monitoring methods, and equipment regulated or required under this permit; and to sample any effluent discharge, discharge of pollutants, and groundwater monitoring wells and soils associated with the discharge.

14. Construction Certification

On or before 30 days following completion of construction of any new wastewater treatment facilities after issuance of this permit, pursuant to Part 22, Section 323.2218(4)(a), the permittee shall submit a certification that a QA/QC Program was utilized, and the facilities constructed were built consistent with standard construction practices to comply with the permit and the NREPA. This certification shall be by an engineer licensed under Act 299.

15. Termination

This permit shall remain in full force and effect until terminated by a written termination notice issued by the Department. Prior to issuance of a written termination notice, the permittee shall submit a request to the Department for termination of this permit via the [MiEnviro Portal](#) website.

Old Business



AGENDA ITEM

DATE OF MEETING: November 7, 2023

TITLE: Hangar Lease

SUMMARY: Board previously approved 10-year hangar lease with rate increases tied to the CPI. Lessee now wants further changes. See attached.

FINANCIAL IMPACT: None

MOTION: TBD

PREPARED BY: Supervisor

DEPT/BOARD/COMMISSION: Board of Trustees

ATTACHMENTS: Emails, documents, lease.

supervisor@tuscaroratwp.com

From: John Leppien <redwaco1@gmail.com>
Sent: Tuesday, September 5, 2023 1:56 PM
To: supervisor@tuscaroratwp.com
Subject: Re: FW: John Leppien's airport lease
Attachments: Paragraph 9 & 33.docx

Good afternoon Bob,

Last week when we spoke at the airport, you asked for my thoughts on tie down fees. At that time I mentioned landing fees and you replied that the township would not be charging those fees. Paragraph 9 in my lease states that I would be required to pay landing fees, if charged, as additional rent. There is a caveat that says "provided that other tenants of the LESSOR are charged a similar fee".

Also, paragraph 39 was written in 2002 and likely did not consider that my hangar is large enough for two or three airplanes, In fact when I owned 3 and I would occasionally have them all temporarily inside. That was not a problem as the lease states that I can hangar my own planes. I am asking for a change to that paragraph to allow temporary housing for a transit airplane to get out of bad weather or one of a friend who visits for a short time.

When I asked about changing these paragraphs to read like all the others, you said you do not have the authority to allow that and I would need to request that from the board.. I am requesting that I be put on the October meeting agenda to ask for that change. I am very flexible on Paragraph 39.

I have attached the wording of those two paragraphs as written in my lease and the wording (in red) as written in the other leases. I believe these changes would have no negative impact for the township.

Best regards,

John

On Tue, Sep 5, 2023 at 1:02 PM <supervisor@tuscaroratwp.com> wrote:

John

Please sign and notarize.

Bob

From: admin@tuscaroratwp.com <admin@tuscaroratwp.com>

Sent: Tuesday, September 5, 2023 12:51 PM

To: supervisor@tuscaroratwp.com

Subject: John Leppien's airport lease

Bob,

Per your request.

Chris Green

Tuscarora Township Administrative Assistant

231-238-0970

**CALVIN CAMPBELL AIRPORT
TUSCARORA TOWNSHIP
CHEBOYGAN COUNTY, MICHIGAN**

PRIVATE HANGAR LEASE

THIS LEASE, dated January 1, 2023, between the TOWNSHIP of TUSCARORA, Cheboygan County, Michigan, hereinafter called the LESSOR, and John C. Leppien residing at 815 N. State Street, Alma in the State of Michigan 48801, hereinafter called the LESSEE;

WITNESSETH

The LESSOR hereby agrees to lease to the LESSEE the following described area of land:

50 x 80 feet and **40 x 50** feet, located in PLOTS **J & K** of the attached HANGAR PLOT PLAN, together with the appurtenances thereto, for the storage of aircraft owned by the LESSEE, for a term of ten (10) years, commencing on the 1st day of January, 2023, and expiring on the 31st day of December, 2032, at the yearly rent of Thirteen Hundred Fifty Dollars (\$1,350), due on the first business day of January of each year, noting however that the rent for the 2023 calendar year shall be \$1,350.00 and has been paid in full.

Thereafter, beginning in 2024, the rent shall annually increase each year by the amount of the Consumer Price Index - Urban (CPI-U) as published by the United States Government in January of previous year. An invoice will be delivered to the LESSEE no later than December 15th of each year stating the amount due in January of the next year.

THE PARTIES HERETO COVENANT AND AGREE WITH EACH OTHER AS FOLLOWS:

PARAGRAPH 1. PAYMENT DATE: That the LESSEE shall pay the rent for said premises at the times and in the manner aforesaid.

PARAGRAPH 2. ASSIGNMENT: That this Lease may be assigned, sublet or sold by the LESSEE with Thirty (30) days prior notice in writing to the Tuscarora Township Board and subject to the approval of said Board.

PARAGRAPH 3. RENEWAL AND EXTENTION: That the LESSEE may at its option, obtain extension of this lease for an additional term of ten (10) years at rental rates to be established as hereinafter provided, on condition that the LESSEE shall give the LESSOR notice in writing to extend, in each case at lease ninety (90) days prior to, but not earlier than one hundred-eighty (180) days before the termination of the original term or any current extension.

PARAGRAPH 4. TERM: That notwithstanding any provision of law or any judicial decision to the contrary:

- A. No notice shall be required to terminate the term of this lease on the date specified, and the term hereof shall expire on the date herein mentioned without notice being required from either party, unless renewed under the terms hereof.
- B. In the event that the LESSEE shall remain beyond the expiration date of the term herein, it is the intention of the parties hereto, and it is hereby agreed, that a tenancy from month-to-month basis shall prevail.

PARAGRAPH 5. UNAUTHORIZED BUSINESS AND REPAIR: That the LESSEE shall not engage in aircraft repair or maintenance except on its own aircraft and in accordance with FAA regulations. LESSEE shall not rent aircraft to the public or offer services, or products for sale on the Airport grounds or in connection with this Lease without a written agreement with the Tuscarora Township Board, pursuant with the Airport Rules and Regulations and Amendments thereto. LESSEE shall not permit or use another person to engage in these prohibited acts. LESSEE shall have the option to engage his own certified mechanic to work on his own aircraft in his own hangar, subject to terms of PARAGRAPH 12.

PARAGRAPH 6. BUILDING AND IMPROVEMENTS: That any building(s) as well as any addition(s) or improvements already on the premises, including fixtures, may not be removed by LESSEE either during the term' of this lease, or any renewal thereof, or upon termination of this Lease, regardless of the reason for termination unless approved by the Tuscarora Township Board.

PARAGRAPH 7. RELOCATION CLAUSE: That in the event that LESSOR, pursuant to the execution of any established plan of the LESSOR for development of the Airport, needs the land herewith leased for the execution of such plan, then and in that event the LESSOR shall have the right to relocate the premises leased to the LESSEE in substantially equivalent size and, if possible, in comparable location, and the lease shall continue to be in effect in the new location. The buildings and installations installed on the leased premises by the LESSEE, in that case, shall be moved to the new location and be reinstalled or reconstructed by the LESSOR at the sole expense of the LESSOR. This right to relocate may be exercised by the LESSOR upon thirty (30) days' notice in writing to the LESSEE. The right of the LESSOR to take or use the leased premises provided in this Paragraph shall not be deemed to be an exclusive remedy but shall be cumulative and in addition to any other right or remedy of the LESSOR under the circumstances. In the event such action is taken, temporary storage shall be provided by the Tuscarora Township until relocation if completed, provided such space is available on Airport property. Such relocation shall be at Tuscarora Township expense.

PARAGRAPH 8. CONDEMNATION: That in the event the premises or any part of the area thereof, is taken or condemned for a temporary or permanent public or quasi-public use, LESSEE may, at its option, terminate this Lease and in such event any unearned rent paid in advance shall be returned to LESSEE. Nothing herein contained shall be deemed to prevent LESSEE from recovering any damages sustained by LESSEE due to such taking or condemnation.

PARAGRAPH 9. LANDING FEE: That if the Lessor be required by any future governmental regulation, or if any contingencies arise in the future whereby the Lessor or its own authorized agencies adopt a general policy of charging a landing fee then the LESSEE shall pay such fee as additional rent, provided, however, that other tenants of the LESSOR are charged a similar fee.

PARAGRAPH 10. NOTICES: That all notices to be given hereunder by either party shall be in writing and given by personal delivery or Certified mail to the Tuscarora Township Clerk on behalf of LESSOR or to the LESSEE by personal delivery or by Certified Mail to LESSEE'S ADDRESS AS SPECIFIED HEREIN. It shall be LESSEE'S responsibility to notify the Tuscarora Township Clerk in writing of any change of address.

PARAGRAPH 11. TAXES: That the LESSEE shall pay any taxes or special assessments which may be levied upon the building or personal property of the LESSEE. The non-payment of any such taxes or assessments by the LESSEE for ninety (90) days shall be grounds for default of this Lease by LESSOR. It is understood that any buildings on the premises may be taxed to LESSEE as personal property.

PARAGRAPH 12. INDEMNIFICATION: That the LESSEE shall and will at all times hereafter indemnify and save harmless the LESSOR from and against any and all detriment, damages losses, claims, demands, suits, cost or expenses which the LESSOR may suffer, sustain, or be subject to as a result of any negligent act or omission as well as any intentional or reckless act on the part of the LESSEE, his employees, agents or representatives in connection with the use of the demised premises as aforesaid.

PARAGRAPH 13 EASEMENTS: That the enjoyment and use in common with others of all entrances, exits, approaches and means of entrance and approach, and light and air now existing in favor of the demised premises shall not be interfered with or interrupted by any act of the LESSOR with the specific intent to deprive LESSEE of its rights under this Lease during the term of this Lease, except as herein otherwise provided.

PARAGRAPH 14. INSPECTION: That the LESSOR and/or its duly authorized agents shall have the right of ingress and egress at all times to said premises, including all buildings or appurtenances placed or erected on said premises, for inspection purposes or for any purpose occasioned by emergency. Inspection purposes shall mean to include determining whether any unsafe conditions exist on the premises and/or whether LESSEE is in compliance with the terms of this Lease. LESSEE shall provide LESSOR access to any locked structure on the premises, at time convenient to the LESSEE, unless an emergency exists or within seven (7) days.

PARAGRAPH 15. ENTRY FOR UTILITY PURPOSES: That the LESSOR shall have the right to enter upon the land to maintain, install, repair, renew or remove sewers and underground telephone or telegraph conduits or other installations. The LESSOR agrees to perform any such work with reasonable dispatch and to leave said premises in as good order and conditions as the same were prior to the commencement of work. That no building(s) or structures shall be placed by the LESSEE over any sewers, or underground telephone or telegraph conduits or other installations without the prior written consent of the Tuscarora Township Board.

PARAGRAPH 16. UNLAWFUL OCCUPATION: That the LESSOR represents that the demised premises may be lawfully used by the LESSEE for all of the purposes for which they are hereby leased, and in the event of the enactment or existence of any law, ordinance, rules, ruling or regulation prohibiting the use of said premises for any one or more of the purposes for which they are hereby demised, or if, for any reason other than its own acts, the LESSEE is prevented from using the Airport, then and in that event, at the option of the LESSEE, this Lease shall terminate and all liability hereunder shall cease from and after that date that such prohibition shall become effective, and any unearned rent paid in advance by the LESSEE shall be refunded to the LESSEE.

PARAGRAPH 17. IMPROPER USE: That the LESSEE will not consent to any unlawful use of the demised premises, or any other use prohibited by this Lease.

PARAGRAPH 18. QUIET POSSESSION: That the LESSEE, upon the payment of rent and the performance of the aforesaid covenants, shall and may peaceably and quietly have, hold and enjoy the said demised premises for the term aforesaid, subject to rights of ingress and egress by LESSOR or LESSOR'S agents for inspection or emergency purposes, and subject to any other provisions contained herein.

PARAGRAPH 19. CONDITION OF PREMISES: That the LESSEE will keep the exterior of the building constructed by it and the appurtenant ground covered by this Lease in a well-kept, sanitary and tidy condition and the grass mowed, and that the grounds shall be kept reasonably free from weeds, rubbish and other unsightly objects or things.

PARAGRAPH 20. BUILDING REQUIREMENTS: That no building and/or fences shall be erected or altered on the leased premises until the plans and specifications have been submitted to the Tuscarora Township Board for approval, both as to construction and location.

PARAGRAPH 21. SIGNS: That no billboards, posters, or signs shall be permitted upon the premises or buildings located thereon excepting such as shall be approved in writing, in advance of construction by the Tuscarora Township Board.

PARAGRAPH 22 NO FUEL OR PUMPS: That the LESSEE shall not engage, in any way, in the sale of oil, gasoline or other motor fuel on said leased premises, or maintain storage of these items or pumps for its own use except that oil and preheater fuel may be stored in an amount not to exceed one (1) year's supply for the aircraft stored. In no case shall external storage exceed five (5) gallons.

PARAGRAPH 23. NON-EXCLUSIVE USE: That this Lease shall be non-exclusive and subordinate to the provision of any existing or future agreement between the LESSOR and the United States, relative to the operation and maintenance of the Airport, the execution of which has been or may be required as a condition precedent to the expedition of Federal or State funds for the development of the Airport.

PARAGRAPH 24. MAINTENANCE OF PUBLIC FACILITIES: That the LESSOR reserves the right, but shall not be obligated to the LESSEE, to maintain and keep in repair the landing area of the Airport and all publicly owned facilities of the Airport, together with the right to direct and control all activities of the LESSEE in this regard.

PARAGRAPH 25. PROTECTION OF APPROACHES: That the LESSOR reserves the right to take any action it considers necessary to protect the aerial approaches of the Airport against obstruction, together with the right to prevent the LESSEE from erecting or permitting to be erected, any building or other structure on the Airport which, in the opinion of the LESSOR, would limit the usefulness of the airport or constitute a hazard to the Airport.

PARAGRAPH 26. REGULATIONS AND POLICIES: That the grant contained herein is subject to such regulation or curtailment or alteration as may be required by reason of present or future rules and regulations and policies of the LESSOR relative to the use and operation of the airport, provided those rules do not abrogate the provision of this Lease, except Paragraphs 20, 28, 30 and 33. LESSEE shall abide by all present and future rules, regulations and policies of the LESSOR regarding the Airport. It is important for the LESSEE to understand that it must follow present and future rules and regulations regarding the Airport.

PARAGRAPH 27. NON-DISCRIMINATION: The LESSEE for itself, its personal Representatives, successors in interest and assigns, as part of the consideration hereof, does hereby covenant and agree as a covenant running with the land that:

- A. No person on the grounds of race, color or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. That in the construction of any improvements on, over or under such land and the furnishing of services thereon, no person on the grounds of race, color or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subject to discrimination.
- C. That the LESSEE shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49 Code of Federal Regulation, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in federally assisted programs of the Department of Transportation Effectuation of Title VI of the Civil Rights of 1964, and as said Regulations may be amended.

PARAGRAPH 28. BINDING PROVISIONS: That the covenants and agreements contained in the foregoing lease are binding upon the parties hereto, and their respective heirs, personal representatives, successors, legal representatives, and assigns.

PARAGRAPH 29. SNOW REMOVAL: That the LESSOR shall be responsible for plowing from as close as practical to the LESSEE'S hangar to the nearest normally plowed area. Proximity to the hangar shall be determined solely by the plow operator. LESSEE agrees that any snow removed by LESSEE or its agent will not be deposited or placed anywhere on the Airport in such manner as to obstruct aircraft, taxiways, runways or aprons, hangars, parking area or other areas of the Airport which are normally plowed. The LESSOR reserves the right to schedule such removal as provided in present and future operation rules and regulations of the Tuscarora Township Airport.

PARAGRAPH 30. DEFAULT: That the LESSOR may deliver notice to the LESSEE, by personal service or by Certified Mail, of any breach of the provisions of this Lease. If the breach is curable and LESSEE fails to cure the breach within ten (10) days from, but not including the date of service, then default shall be deemed to have occurred. If service is made by Certified Mail and the notice is returned "unclaimed" or "undeliverable", then LESSOR may again attempt service by Certified Mail. If the second attempt is returned "unclaimed" or "undeliverable" then service shall be deemed to have occurred on the date that the second notice is returned to LESSOR. If two (2) breaches occur in any thirty-six (36) month period then a default shall be deemed to have occurred. Written notice of default shall be given to LESSEE personally or by Certified Mail. No action by LESSEE including, but not limited to, failure by LESSOR to give notice of a breach of which LESSOR knew, or should have known to exist, shall be deemed an acquiescence to continuation of the breach or a waiver of any of the rights of the LESSOR in this Lease. A default by LESSEE shall entitle LESSOR to:

- A. Re-enter and repossess the premises and structures thereon and to remove personal property of LESSEE, whereupon this Lease shall be deemed terminated, and/or
- B. Exercise its other rights as provided by law, such, as by way of example, but not limitation, summary eviction proceedings and/or lawsuit for unpaid rent.

These remedies are cumulative and LESSOR may select any or all of these remedies as it deems necessary. If LESSOR fails to act upon any breach of which it knew, or should have known, such neglect or omission shall not be deemed any acquiescence of improper conduct. It is specifically agreed that any such neglect or omission by LESSOR shall not deprive LESSOR of any of the rights it has under this Lease and any such conduct shall not change the terms of this Lease by virtue of any such conduct or by implication. If LESSEE defaults and this Lease is terminated, LESSEE shall be responsible for lost rent which would have been paid over the remaining term of this Lease (excluding all unused, potential renewals). LESSOR shall attempt to mitigate its damages.

PARAGRAPH 31. SEVERABILITY: That if any provision of this Lease shall be deemed invalid by a court, then only that invalid provision shall be stricken from this Lease, with all other provisions remaining in full force and effect.

PARAGRAPH 32. MODIFICATION: That the terms of this Lease may be changed only by written consent of the parties hereto.

PARAGRAPH 33. AIRCRAFT OWNERSHIP AND OCCUPANCY: That the leased premises may only be used to hangar aircraft owned or leased by the LESSEE, or other means of transportation when LESSEE is using said aircraft. The premises may be used for no other purpose except permitted by this Lease or by Airport rules and regulations. On demand, the LESSEE shall present to LESSOR documents of title regarding ownership of aircraft or proof of a private rental agreement for the aircraft. Any unused portion of the hangar may be used to store personal property of the LESSEE.

LESSEE: JOHN C. LEPPIEN

LESSOR: TUSCARORA TOWNSHIP

Robert Kramer, Supervisor, Township of Tuscarora

STATE OF MICHIGAN)

COUNTY OF GRATIOT)

Before me, a Notary Public in and for
the State of MICHIGAN
and the County of GRATIOT
personally appeared

JOHN C. LEPPIEN

Who acknowledged that he did sign the
foregoing Private Hangar Lease in the
capacity as LESSEE.

Sworn to before me and subscribed in my
presence this _____ day of

_____, 2023

Notary Public

My commission expires on the _____
day of _____, 20____

STATE OF MICHIGAN)

COUNTY OF CHEBOYGAN)

Before me, a Notary Public in and for
the State of MICHIGAN
and the County of Cheboygan
personally appeared

ROBERT A. KRAMER

Who acknowledged that he is the Supervisor
of the Township of Tuscarora, and that he
executed the foregoing Private Hangar Lease
pursuant to a resolution of and on behalf of the
Tuscarora Township Board.

Sworn to before me and subscribed in my
presence this _____ day of

_____, 2023

Notary Public

My commission expires on the _____
day of _____, 20____

PARAGRAPH 9. LANDING FEE: Landing Fee: That if the Lessor be required by any future governmental regulation, or if any contingencies arise in the future whereby the Lessor or its own authorized agencies adopt a general policy of charging a landing fee then the LESSEE shall pay such fee as additional rent, provided, however, that other tenants of the LESSOR are charged a similar fee.

9. Landing Fee: That if the Lessor be required by any future governmental regulation, or if any contingencies arise in the future whereby the Lessor or its own authorized agencies adopt a general policy of charging a landing fee to transits planes using the airport, there will not be a landing fee charge to lessee.

PARAGRAPH 33. AIRCRAFT OWNERSHIP AND OCCUPANCY: That the leased premises may only be used to hangar aircraft owned or leased by the LESSEE, or other means of transportation when LESSEE is using said aircraft. The premises may be used for no other purpose except permitted by this Lease or by Airport rules and regulations. On demand, the LESSEE shall present to LESSOR documents of title regarding ownership of aircraft or proof of a private rental agreement for the aircraft. Any unused portion of the hangar me be used to store personal property of the LESSEE.

33. Aircraft Ownership and Occupancy: That the leased premises shall be used by the Lessee primarily for the storage and maintenance of aircraft and related equipment/supplies. The Lessee may also use the hangar

for the storage of an automobile and other personal property of the Lessee which storage shall be for personal and not for commercial use. The lessee may sublet or provide rental of owned hanger space for other planes and personal property seasonal storage only. The lessee shall be prohibited from using the hangar for the storage of aviation fuel except that amount to facilitate the fueling of lessee aircraft. Any other use of the hangar must comply with airport rules and regulations, as may be amended from time to time. If there is no airplane in the lessee hanger, empty space must be left available to accommodate an intact, fixed wing aircraft capable of carrying a person.



AGENDA ITEM

DATE OF MEETING: November 7, 2023

TITLE: IT Contract

SUMMARY: Contract with VCI is expired. Three quotes attached.

FINANCIAL IMPACT: TBD

MOTION: N/A

PREPARED BY: Supervisor

DEPT/BOARD/COMMISSION: Board of Trustees

ATTACHMENTS: Documents

DRAFT

This agreement is made effective as of _____ by and between Tuscarora Township, and VC3 inc. whose Michigan Offices are at 5815 Clark Rd, Bath Michigan 48808. In this agreement, the party who is contracting to receive services shall be referred to as "The Client", and the party who will be providing the services shall be referred to as "VC3." VC3 has a background in computer technology and is willing to provide services to The Client based on this background. The Client desires to have services provided by VC3. Therefore, the parties agree as follows:

- 1. Description of Services.** Beginning on 10/1/23 VC3 will provide the following services (collectively, the "Services"): Repair and maintenance of computer equipment and the computer network. This includes existing computers and related network equipment within The Client's office(s).
- 2. Services Not Covered.** VC3 reserves the right to charge an hourly rate for labor related to the design and implementation of new equipment or technologies. The Client will be notified ahead of time of any extra charges involved before the work is started. Projects expected to exceed Eight (8) hours of labor including but not limited to replacement of servers are considered new technology, are not covered under this contract and will be billed separately.
- 3. Services Not Provided.** VC3 will not provide structured cabling services. VC3 will not climb into ceilings, attics, or crawlspaces. VC3 will not climb upon roofs, trees, or polls; or use equipment like tall ladders or bucket trucks to service or replace equipment.
- 4. Third Party Support Agreements.** To the extent that VC3 is asked to support third party software or hardware; The Client agrees to maintain appropriate support agreements with the manufacturers or resellers of those products such as software support contracts and/or onsite extended warranties for applicable hardware.
- 5. Payment.** The Client will pay an annual fee to VC3 for the Services in the amount listed in the payment schedule (Appendix A). This fee shall be payable in full within 30 days unless otherwise notated in this document.
- 6. Performance of Services.** VC3 shall determine the manner in which the services are to be performed and the specific hours to be worked by VC3. The Client will rely on VC3 to work as many hours as may be reasonably necessary to fulfill VC3's obligations under this agreement.
- 7. Liability Limitations.** The Client agrees that in no event shall VC3, its officers or directors, be liable for any damages of any kind including but not limited to any direct, indirect, incidental, special or punitive damages. The exclusive remedy for any breach of this agreement is limited to an amount equivalent to three monthly payments. In the event of extreme error or negligence, damages will be limited to

the limits of the liability insurance referred to in section eight. Further, VC3 also agrees that damages from The Client may in no circumstances exceed an amount equivalent to three monthly payments of the contract. Thus, under no circumstances will either party be liable to the other for damages that exceed the value of three-monthly payments.

8. Insurance. During the Term, VC3 shall procure and maintain the following insurance coverage: (a) worker's compensation and employer's liability insurance as required by the laws of the State in which the Service are being performed, (b) comprehensive general liability insurance in the amount that is commercially reasonable with respect to the Services, and (c) cyber-liability insurance in the amount that is commercially reasonable with respect to the services. The Client shall not rely exclusively on VC3 for insurance or as a insurance provider; but shall procure and maintain its own insurance coverage (or agree to accept risk itself) as follows: cyber-liability insurance in the amount that is commercially reasonable with respect to The Client's servers, hardware, software, data and/or computer networks.

9. The Section Intentionally Left Blank

10. Client New Project Approval. VC3 and The Client recognize that VC3's Services will include working on various projects for The Client. VC3 shall obtain approval of The Client prior to the commencement of a new project.

11. Primary Contact. During The Term, The Client Agrees to assign one employee or elected official to be the primary contact person to VC3. The roll of the Primary Contact shall be to , (a) Meet and discuss with VC3 the status of projects and initiatives, (b) Communicate to VC3 the decisions of The Client including but not limited to technology policies and their enforcement, (c) Approve quotes or communicate the same to VC3. Should The Client fail to appoint a Primary Contact, The Client agrees that VC3 may work with any department head or elected official in these capacities.

12. Other Client Appointed Contacts. VC3 recognizes The Client may for compliance, legal, or other reasons appoint individuals other than the primary contact to positions of responsibility concerning line of business rolls or technologies. These positions include but are not limited to "CJIS Officer" and "FOIA Officer." VC3 will work with these individuals as it pertains to their reasonably assigned duties. The Client represents that VC3 can depend on these individuals for guidance pertaining to their respective areas of responsibility.

13. Term and Termination. This agreement shall be effective for THREE year(s). Continuation of and payment for services beyond this agreement stated term will constitute a renewal of 1 year under the existing terms. Either party reserves the right to terminate this contract at any time provided 90 days' notice is given. The remaining time will be prorated and paid to The Client within 120 of receipt of the termination notice.

14. Employees. VC3's employees, if any, who perform services for The Client under this agreement shall also be bound by the provisions of this agreement.

15. Employment Restrictions. The Client shall not solicit to hire, hire, or engage any of VC3's employees (or anyone employed by VC3 in the prior twelve calendar months) while this Agreement is in effect and for the twelve-calendar month period immediately after termination or completion of this agreement for any reason. If The Client does solicit to hire, hire, or engage any of the VC3's employees, The Client shall immediately pay VC3 an amount equal to 100% of the the-current or most recent annual salary or wages paid by VC3 to such employees.

16. Notices. All notices required or permitted under this agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, and addressed as follows:

IF for The Client

IF for VC3:

VC3

Hunter Lindsay
SVP Business Development
1301 Gervais St. Ste. 1800
Columbia, SC 29201

Either party may change such addresses from time to time, by providing written notice to the other in the manner set forth above.

17. CPI-Index. At the expiration of this contract period and each year thereafter, the rates described in "Appendix A" will be adjusted by 4% or by a CPI factor, whichever is greater. For the purposes of this document the CPI shall be defined by and will not exceed the USBLS unadjusted annual rate for the most recently reported 12-month period.

18. Entire Agreement. This agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties.

19. Amendments. This agreement may be modified or amended if the amendment is completed in writing and signed by both parties.

20. Applicable Law. The laws of the State of Michigan shall govern this agreement.



Party receiving services:

Accepted By: _____

Title: _____

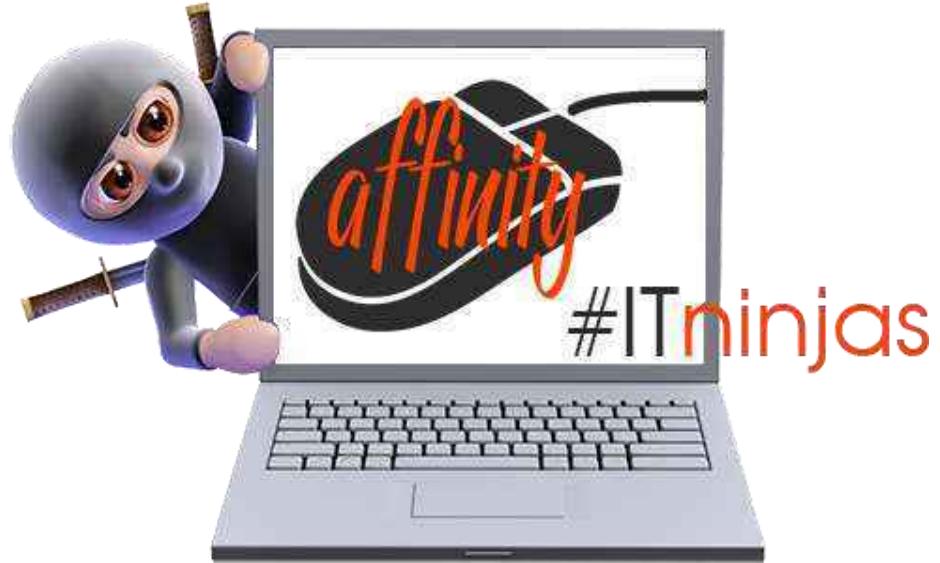
Party providing services: VC3

Proposed By: _____

Hunter Lindsay, SVP of Business Development

Appendix A: Price

Year	Amount	Term/Option
2023	\$4459	Regular Term
2024	\$5529	Regular Term
2025	\$6720	Regular Term
	4% or CPI Index thereafter	



Initial Assessment Findings and Proposal for IT Services for

TUSCORORA TOWNSHIP

Drawn on 6/2/2023

Revised on 6/26/2023

Revision Purpose: Prepay Block Arrangement

Affinity Technology Group, LLC
104 S Union Street
Traverse City, MI 49684
(231) 492-0680

Dear Bob,

Thank you for the opportunity to have me come out and provide a preliminary systems assessment for your offices. This document serves as an initial list of recommendations regarding your current computing environment and the suggested steps to facilitate upgrades, configuration changes, and moving forward together in IT partnership.

Please understand that the purpose of this document is to serve as a proposal for services and is not a binding agreement. We also request that this document be treated with confidentiality as it may include existing security vulnerabilities and possibly client-sensitive data.

Finally, we request that this document be handled with professional courtesy and is not passed along to a competing IT services vendor.

NOTE: Please compare this revision with the original documentation submitted on 6-6-2023 should you elect a flat-rate monthly arrangement.

EXISTING NETWORK AND SYSTEMS OBSERVATIONS

In regards to current observations on the system, the following items are considered outstanding regarding either a threat to data loss prevention or a potential security threat that should be addressed. Network and software performance are also considered factors.

Note: As explained to Ron at the time of my assessment, due to not having administrative account credentials on the networking, this assessment will be limited in detail. This should have no bearing on the overall recommendation for services.

Please see items for your consideration highlighted in blue. "Critical" consideration items are highlighted in yellow.

CLIENT-REPORTED CONCERNS AND INDICATIONS

Client has expressed dissatisfaction with current IT support services since previous IT partner was acquired by larger conglomerate. Pricing increases are also a concern.

Client has indicated dissatisfaction with current Gmail-based system and has expressed interest in migrating to Outlook/Microsoft Exchange (including Microsoft Teams/SharePoint options).

Client has indicated upcoming plans to migrate the current TUSCARORATWP.COM to a .GOV top-level domain and will require assistance.

Client has indicated that the current Windows Server may not be adequate for future needs.

Client has requested that server/MDF area should be cleaned up and devices properly mounted.

Client has expressed interest in exploring a comprehensive IP-based security camera system for the premises.

Client has shown interest in a smart camera/microphone system for the central conference room.

Client has indicated interest in a “DropBox” based camera to run on the web site by May 2024.

GENERAL SYSTEM OBSERVATIONS AND CONSIDERATIONS

- **WINDOWS SERVER**

- Primary Active Directory Server is a custom-build SuperMicro unit running Windows Server 2016 Standard
 - It was reported by the Client that the Server is running acceptably but a bit sluggish
 - Client has indicated strong interest in replacing the server outright rather than upgrading the CPU/memory
 - Client has expressed interest in outright replacement
 - Including two separate proposals for Dell PowerEdge T350 (mid-grade) and T440 (expandable/scalable) options
- No local backup on premises
 - Recommending on-premises network-attached storage (NAS) for reliable, quick restore backups
- Cloud-based backup is N-Able Backup Manager
 - Backing up to cloud reliably at time of assessment
- Folder Redirection (full workstation data sync) is in place
- Suitable UPS unit with battery backup in place
 - Primary UPS is APC Back-UPS Pro 1000VA

NETWORK

- **Firewall/Router**

- Current unit is a Cisco ASA 5506-X series device
 - Managed by current IT Partner

- Admin password has been changed (good)
 - Any device/subscriptions managed by current IT Partner
 - Suitable for current infrastructure, but likely owned/leased by current IT Partner and should be replaced for new management
 - Uncertain as to whether advanced threat management/unified threat management subscription(s) are valid on devices
 - Probably required by your cyber liability insurance carrier
 - Standard, modern expectation for anti-ransomware and intrusion prevention
 - Including suitable replacement next-generation firewall appliance with advanced threat management in Estimate
- Wireless Access Point(s)
 - Primary WiFi provided by multiple Ubiquiti UniFi devices
 - Suitable for current networking infrastructure
 - Will assess further in future (not urgent)
- Network Ethernet Switching
 - Primary switching appliance is a Netgear ProSafe 16-port Switch
 - Confirmed 1Gbps throughput to workstations/server(s) (good)
 - Unit is functional and suitable for infrastructure
 - Unit is significantly outdated and is past end-of-life for support
 - Recommending upgraded 24-port replacement switch with PoE (power over Ethernet) to support IP-based phone infrastructure and external management
 - Included in Estimate
- MDF/CAN
 - Networking/Server area is not well organized and equipment is sitting on floor
 - Recommend implementation of suitable equipment rack with closing door for better management
 - Included in Estimate
- Internet
 - Client is hosted by Charter Spectrum Business
 - Initial bandwidth speeds show adequate throughput
 - No need to modify plan

E-MAIL

- Client is using managed email through TUSCARORATWP.COM
 - Email is hosted by Google Workspace for Business

- Client has expressed interest in migrating accounts to Microsoft Exchange for services
- Affinity is a Microsoft Reseller Partner, but unable to provide direct services for government/municipalities
 - Will assist with setup and configuration of suitable Microsoft 365/Exchange and manage services
- Client has expressed interest in utilizing Microsoft Teams/SharePoint
 - Will assist with setup and configuration and management

WORKSTATION COMPUTERS

- Assessed computers are fit for continued use
 - Majority of assessed workstations are seventh or eighth generation (or better) Dell units
 - Some units may need replacements in next 2-3 years; will assess further
 - Most computers are running managed SentinelOne Security Agent
 - Managed by current IT Partner
 - Recommend migration to Affinity-hosted Bitdefender Managed Detection/Endpoint Protection (included in monthly services arrangement)
- Security Updates
 - Computers all set to run Windows Updates automatically (ideal)
- Monitoring and Management
 - Computers are running remote-in management through current IT Partner (VC3)
 - Intending to implement Affinity's SyncroMSP for remote-in support and management (included in monthly services arrangement)
- Folder Redirection/Server Sync
 - As indicated on page 3, local computer data (Desktop, Documents, Pictures, Videos, Favorites, etc.) are being properly synchronized to the Server
 - Will continue to maintain Folder Redirection/server sync with implementation of new Server

PRINTING

- Multiple HP, Canon, and Ricoh units in place
 - Ricoh MP unit is serviced by Van's Business Services

PRODUCTIVITY/PMS

- Client is using BS&A

- Affinity maintains technicians with extensive experience managing and supporting BS&A

PHONES/VOICE

- Client is using highly dated Toshiba system
 - Managed on-premises
 - Bob indicated that a quote for replacement phones is on the table
 - Affinity provides and manages modern IP-based phone systems if Client is open to a proposal
 - Recommended networking switch in Estimate will provide management and power for any modern IP-based system

RECOMMENDATIONS FOR SERVICE

It is recommended that the following services be rendered upon reaching an agreement for services.

- Removal of current IT Partner's remote-in management and monitoring (RMM)
- Removal of current IT Partner's managed endpoint antivirus
- Reconfiguration of existing wireless networking (as necessary) to obtain full access and remove current IT Partner's access
- Implementation of selected Windows Server (replaces current SuperMicro unit)
 - Will run current server alongside new for a couple weeks post-implementation to ensure fully successful migration
- Implementation of Affinity iAssurance secure cloud backup with privatized encryption key (Server)
- Installation and configuration of suitable File Security for Windows Server (antivirus) on Server
- Installation of Macrium Reflect backup software on Windows Server
- Implementation of Bitdefender EDR managed antivirus on all workstations
- Implementation of Affinity Syncro RMM remote-in desktop support agent for always-on monitoring and reporting alongside maximum response remote-in support
- Monthly remote-in service to verify backups, hardware integrity, install driver and software updates, etc. (included in service agreement)
- Flat-rate service contract for ongoing services/management as per request of Client

COMPENSATION ARRANGEMENT

PREPAY SERVICE ARRANGEMENT

Our most popular arrangement is our pre-paid service block that includes remote-in Priority Support and on-site service as necessary that will be billed when hours are used up. Billable hours are available at \$145 (20-hour prepay arrangement) or \$155 (10-hour prepay arrangement). These hours can be used at the discretion of the Client and apply to both on-site and remote-in/phone-based support. Clients electing this arrangement are entitled to a lock-in on the current rate for two full years from the initial payment and then, beyond two years, are given Legacy status (permanent reduction of going service rates). These prepay blocks do not expire and will roll over into future years.

We are recommending a 30-hour prepay block purchase to cover all Recommendations for Service as described in detail in this Proposal and secure the reduced service rate to permit for additional, future installs and support.

Purchase of your initial APPB (Affinity Prepay Block) serves as a retainer for services and establishes your IT Partnership relationship. It is important to understand that this is separate from the hardware and software purchases as indicated in the attached Proposals. To continue our partnership together and uninterrupted services, a new APPB invoice will be generated for purchase as current, purchased hours approach a balance of zero.

On-site service is billed for one full hour per visit and then in 15-minute intervals. Remote-in Desktop and phone support is billed at 15-minute intervals.

To be clear, beyond ongoing equipment purchases as needed and expected monthly managed services fees as outlined in Proposal e20230119, there are no additional retainers or other hidden fees; once your initial APPB is established, you only pay for support services when you need them.

TIME ALLOWANCES/PROJECT EXPECTATIONS

We will pre-configure your new firewall router, networking switch, and Windows Server in advance of the scheduled installation date.

We will work with your internal staff to assist with getting Affinity's remote-in management software in place in advance to expedite the process.

On schedule, we will report to location to physically implement the new Windows Server side-by-side with the current so that the transfers of data, programs, and roles/responsibilities can be executed at a separate time outside of normal business hours. We will also swap out your current firewall

router and network switching and install properly in the recommended network cage.

Note: The replacement of the networking equipment will incur intermittent downtime; it should be scheduled at time when staff can expect to be offline for up to one hour.

We will work, if desired, with your existing IT partner to have their remote-in management and antivirus protection software removed in tandem with the installation of ours.

NETWORKING CONFIGURATION/INSTALL: 4.0 Hours

SERVER FINAL ASSEMBLY/PRE-CONFIGURATION: 3.0 Hours

SERVER IMPLEMENTATION/PROMOTION: 9.0 Hours

POST-SERVER IMPLEMENTATION CONSIDERATIONS: 3.0 Hours (estimated)

TOTAL INITIAL IMPLEMENTATION ESTIMATE: 19.0 Hours

PROPOSAL OUTLINES

Proposal e20230120 includes the recommended replacement network switch (one-time purchase), equipment rack for head-end networking gear (one-time purchase), and new Windows Server. It also includes your first 30 hours of prepaid service to allow for the project as outlined above and have ~10-12 additional hours available for ongoing work.

Proposal e20230119 outlines your anticipated monthly service fees, including the modern firewall router/gateway, advanced threat protection/intrusion prevention services, server antivirus, workstation antivirus, management system, and backup software fees.

Thank you for your consideration of this Proposal. Please contact me at ben@affinitytc.com or (231) 492-0680 if you have any questions.

We look forward to optimizing your offices for security, reliability, and regulatory compliance and providing, as always, the friendliest, most communicative, and most personable IT support experience in Northern Michigan!

Thank you!

Ben Blissett
Master #ITninja



Estimate / Sales Agreement

Generated Date: Aug 25, 2023 10:19 AM
Quote Number : 4269485000029643036

Anavon Technology Group

Prepared by: Cody Lewis
Phone: 2319339744
Email: Info@AnavonTech.com
Federal ID: 26-4297486
Address: 1133 W. South Airport Rd
City, State Zip: Traverse City, Michigan 49686

Tuscarora Township

Address: 3546 S Straits Highway
City, State Zip: Indian River, Michigan 49749
Phone: (231) 238-0970
Contact:
Email:
Valid Until: Sep 25, 2023

QTY	Product Details	Total	Monthly
2	Managed IT Server IT-FM-SVR	\$ 170.00	\$ 170.00
Fully Managed IT Server devices. Included Features: Remote Management and Monitoring, Anti-Virus, Anti-Malware, Ransomware Protection, Zero Day Attack Protection, Internet Content Filtering, DNS Blocking, Image Backup including 200GB of Pooled Cloud Storage (supports Bare Metal Restore), Windows Patch Management, Common 3rd Party Application Management, Preventative Maintenance, Unattended and Attended Remote Support Access. Supports one Physical Server with up to 2 Virtual Machines.			
16	Managed IT Endpoint Workstation IT-FM-WS	\$ 296.00	\$ 296.00
Fully Managed IT Endpoint for Desktop and Laptop devices. Included Features: Remote Management and Monitoring, Anti-Virus, Anti-Malware, Ransomware Protection, Zero Day Attack Protection, Internet Content Filtering, DNS Blocking, File Level Backup including 5GB of Pooled Cloud Storage, Windows Patch Management, Common 3rd Party Application Management, Preventative Maintenance, Unattended and Attended Remote Support Access.			
1	Out of Town Travel	\$ 139.00	\$ 0.00
 Sub Total \$ 605.00 Tax \$ 0.00 System Design, Programming and Installation \$ 1,867.24 Grand Total \$ 2,472.24			
Monthly Recurring: \$ 466.00			

Terms and Conditions

Anavon Technology Group requires a 50% down payment with this order unless other financing arrangements have been made.

Financing Options

36 Month Financing	\$ 82.82
60 Month Financing	\$ 55.13

Acceptance Signature

Date



Managed IT Services 12-Month Price Guarantee Contract

Anavon Technology Group
1133 W. South Airport Road
Traverse City, Michigan, 49686
231-933-9744
info@anavontech.com
www.anavontech.com

Ron Odenwald
3546 S. Straits Highway
Indian River, Michigan 49749
231-238-0970
depsup@tuscaroratwp.com

Effective Date: Quote Acceptance with Signature (TBD)

Scope of Services:

Provider agrees to provide managed IT services to Client as described in the attached sales agreement.

Price Guarantee:

Provider guarantees that the pricing for the services outlined in the service agreement will remain unchanged for 12 months from the Effective Date of this Contract. Pricing may be amended with the mutual agreement of both parties.

Payment Terms:

Client agrees to pay Provider as outlined in the service agreement, with invoices sent monthly and due within 15 days of receipt.

Duration and Termination:

This Contract is valid for 12 months from the Effective Date.

Entire Agreement:

This Contract represents the entire agreement between the parties and supersedes all prior agreements.

IN WITNESS WHEREOF, the parties have executed this Managed IT Services 12-Month Price Guarantee Contract as of the Effective Date.

Michael Madsen
President
Anavon Technology Group

Signature: Michael Madsen Date: 10-4-23

Ron Odenwald
Deputy Supervisor
Tuscarora Township

Signature: _____ Date: _____



AGENDA ITEM

DATE OF MEETING: November 7, 2023

TITLE: Community Trash Days

SUMMARY: Proposals and available dates attached

FINANCIAL IMPACT: TBD

MOTION: N/A

PREPARED BY: Supervisor

DEPT/BOARD/COMMISSION: Board of Trustees

ATTACHMENTS: Documents

DRAFT

P.A.C. Sanitation Inc.

DO NOT REPLY TO THIS EMAIL

Customer Information

ID#: **637160115864**

Township Tuscorora

Old Onaway Rd

MI

Hauler Information

P.A.C. Sanitation Inc.

P.O. BOX 214

Onaway, MI 49765

989-733-2598

If you have questions about your bill, or your service please contact P.A.C. Sanitation Inc.

Mon Sep 11, 2023

Invoice 100975

Service Location: , MI

ANNUAL TOWNSHIP CLEANUP

Terms: DUE ON THE FIRST

Pay your bill Online at www.trashbilling.com or [Click Here to Pay](#)

For information about your account including balance, payment and charge history go to
www.trashbilling.com or [Click Here](#)

Date	Description	Amount
9/9/23	Annual Cleanup	\$2,595.00
Invoice 100975 Total		\$2,595.00

The TrashBilling.com Team www.TrashBilling.com

Please do not respond directly to this message, please go to [Contact Us](#) on TrashBilling.com

Robert "Bob" Kramer

From: PAC Sanitation <pacsanitation@gmail.com> on behalf of PAC Sanitation
Sent: Monday, October 30, 2023 9:45 AM
To: Robert Bob Kramer
Subject: Open Dates for 2024 Season

April 27, 2024
August 24, 2024
September 7, 2024
September 14, 2024
These are the only Saturdays we have open,

--
Sandra, Office Manager
PAC Sanitation

Robert "Bob" Kramer

From: Hannah Palmer <hpalmer@gfenv.com> on behalf of Hannah Palmer
Sent: Wednesday, November 1, 2023 12:12 PM
To: 'supervisor@tuscaroratwp.com'
Subject: GFL Quote - Township Clean-ups in 2024

Good morning Bob,

I have discussed your potential clean-ups with our operations team and have concluded we would have the dates of 6/29/24 & 9/14/24 available for a spring and a fall clean-up for Tuscarora Township. We provide a couple employees on site for clean-ups from 8am – noon.

Our pricing for clean-ups for packer trucks in 2024 is as follows:

\$1,850.00 Clean-up charge
+ \$49.50 per compacted ton MSW

Please let me know if you have any questions.

Thank you,

Hannah Palmer | Account Manager
GFL Environmental USA Inc.
1307 Higgins Drive, Cheboygan, MI 49721
T (231) 597-8553 | **C** (989) 614-6546 | hpalmer@gfenv.com | www.gfenv.com

Confidentiality Notice: This email message (including attachments, if any) is intended for the use of the individual or entity to which it is addressed and may contain information that is privileged, proprietary, confidential and exempt from disclosure. If you are not the intended recipient, you are notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify the sender and erase this email message immediately.

Little Traverse Disposal

1128 McBride Park Drive
Harbor Springs, MI 49740
Service@disposalman.com



Main 231 487-0780
Fax 231 347-5883

Tuscarora Township
Bob Kramer

Spring / Fall Clean up

We have done many spring clean ups over the years, both curb side and stationary. We have done many since 2005.

For the stationary park and pack
We supply a truck and operator.
Rates are \$200 per hour per truck
Plus straight dumping fees. We either dump at Emmet County Transfer or Elk Run landfill in Onaway (if they are open)
Tires we can take them people would have to pay at drop off. Passenger vehicle tires \$7 each
Commercial Truck Tires \$15 each
We do not take paint, chemicals, hazardous waste or any object determined to damage our equipment.

We have June 8 set if you decide to use our service.

Quote by:
Arvin Warner
General Manager



AGENDA ITEM

DATE OF MEETING: November 7, 2023

TITLE: Blight Elimination Grant Bill Approval

SUMMARY: Final bills for Frontenac Trailers

FINANCIAL IMPACT: TBD

MOTION: Approve

PREPARED BY: Trustee Janey Vance

DEPT/BOARD/COMMISSION: Board of Trustees

ATTACHMENTS: documents

DRAFT

Mid-State Asbestos Removal, Incorporated

Invoice

#755

P.O. Box 66
Saint Louis, MI 48880Phone # 989.681.2413 chris@marinc.net
Fax # 989.681.4187 www.marinc.net

Date	Invoice #
10/31/2023	9255

Bill To

Tuscarora Township
3546 S. Straits Highway
PO BOX 220
Indian River, MI 49749

Received

NOV - 1 2023

Tuscarora Township

c/s

P.O. No.	Terms	Project
Verbal	Net/30 + 1.5 % late fee	5823

Quantity	Description	Rate	Amount
	<p>Total services to abate and dispose of 12 sq. ft. of non-friable asbestos-containing linoleum from the entryway areas. Abate and dispose of 8 sq. ft. of non-friable asbestos-containing window caulk - 8 window assemblies - others to secure post removal. Remove and dispose of one (1) sink with non-friable asbestos-containing undercoating.</p> <p>Project Date: 10/23/23</p> <p>Location: 7295 Frontenac Avenue, Indian River, MI 49749</p> <p>REQUESTER: Robert Kramer</p> <p>Our Job #5823</p> <p><i>Joint Venture Frontenac-Blight</i></p>	2,100.00	2,100.00

101-901-970.04
Frontenac - Blight Grant

Thank you for your business!

Total

\$2,100.00

BISBALLE FOREST PRODUCTS, INC.
477 S 9 Mile Rd
LAKE CITY MI 49651

Invoice

Invoice #: 867
Invoice Date: 10/31/2023
Due Date: 10/31/2023
Project:
P.O. Number: trailer demo

Bill To:

Tuscarora Township
7295 Frontenac Avenue
Indain River MI 49749

Description	Hours/Qty	Rate	Amount
Perform work as specified in the attached page published by Tuscarora Township		16,000.00	16,000.00
attn: Janet Vance		0.00%	0.00

*Janet Vance
Frontenac, MI*

Total	\$16,000.00
Payments/Credits	\$0.00
Balance Due	\$16,000.00

New Business



AGENDA ITEM

DATE OF MEETING: November 7, 2023

TITLE: North Star Gardens Project

SUMMARY: Mr. Jake Jakeway has asked to address the Board concerning a possible new project

FINANCIAL IMPACT: TBD

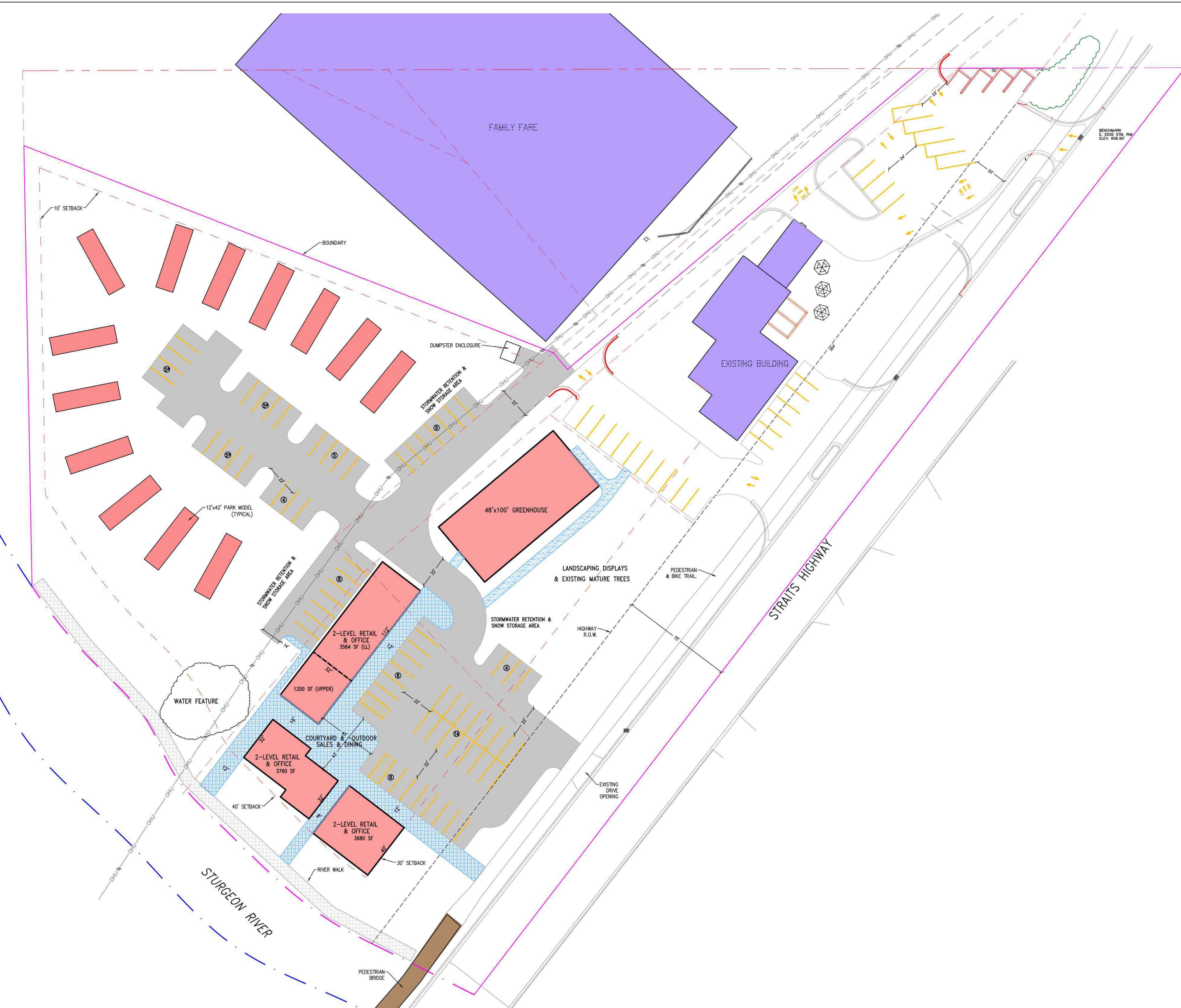
MOTION: N/A

PREPARED BY: Supervisor

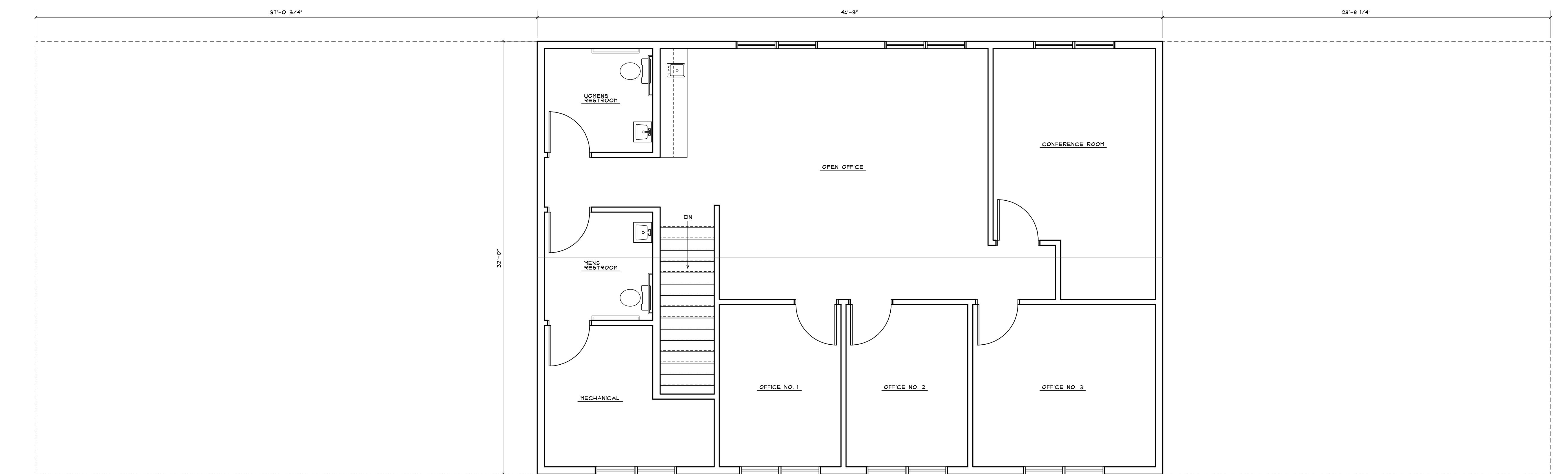
DEPT/BOARD/COMMISSION: Board of Trustees

ATTACHMENTS: Documents





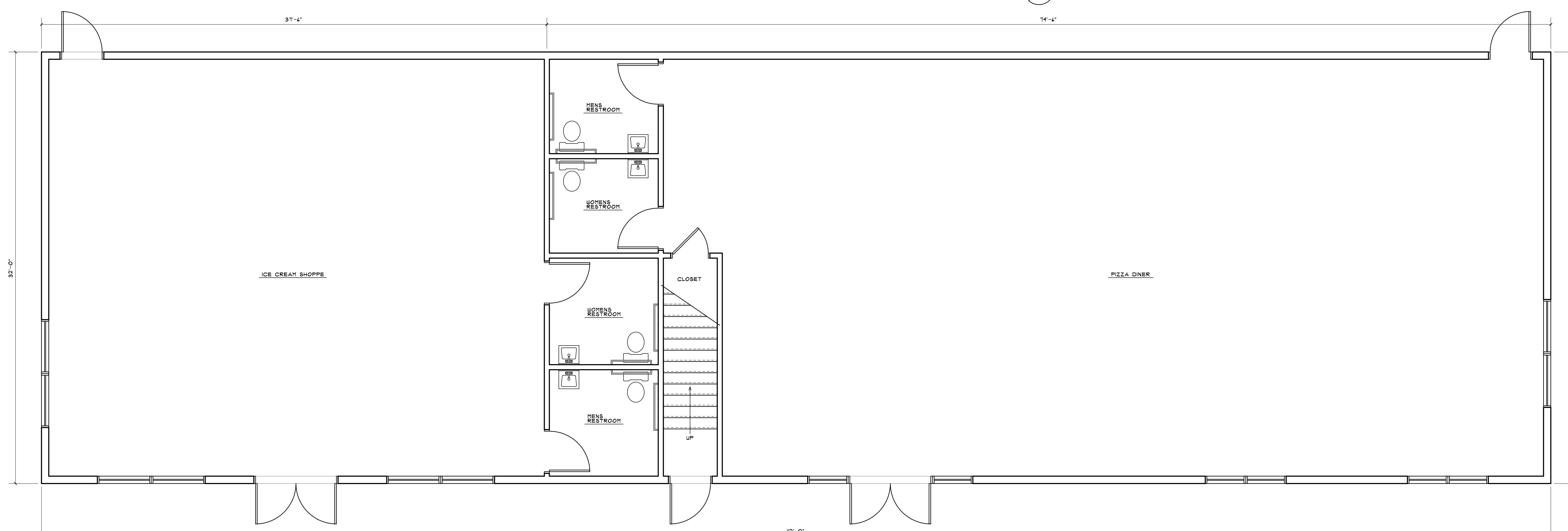
SP. 1	PROJECT	NORTHTAR GARDENS NEW RETAIL/OFFICE		
	JOB# 15-0241	SHET	DRAWN BY	CHECKED
		APPROVED BY	DATE	PRINT DATE
 		NORTHERN MICHIGAN ENGINEERING INC.	1/3/22	534. W Eighth Street Traverse City, MI 49684 (989)217-3177
4204 N. STRAITS HIGHWAY INDIAN RIVER, MI 49749				



SECOND FLOOR PLAN

SCALE: 1/4" = 1'-0"

NORTH



MAIN FLOOR PLAN

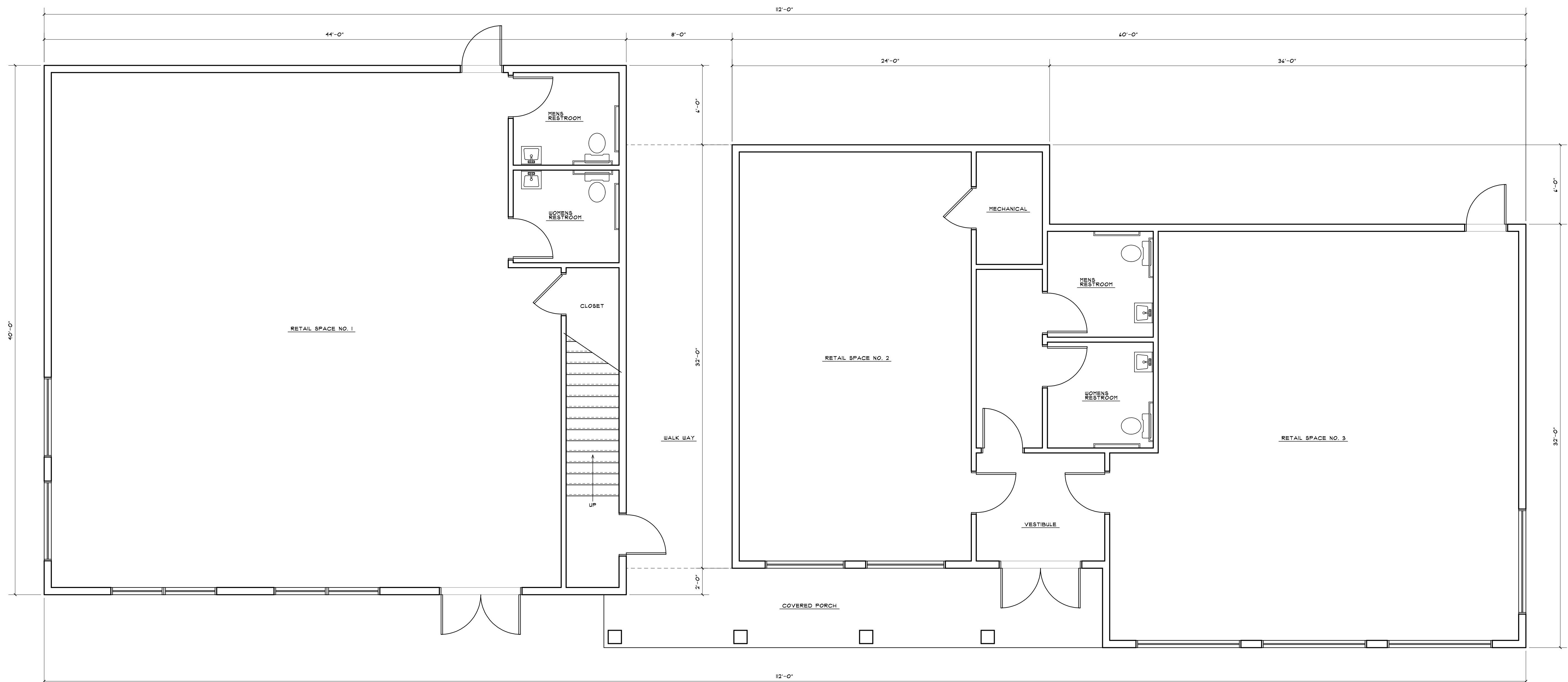
SCALE: 1/4" = 1'-0"

NORTH

FIRST FLOOR ICE CREAM SHOPPE: 1,342 SQ. FT.
FIRST FLOOR PIZZA DINER: 2,242 SQ. FT.
SECOND FLOOR OFFICES: 1,480 SQ. FT.
TOTAL: 5,064 SQ. FT.

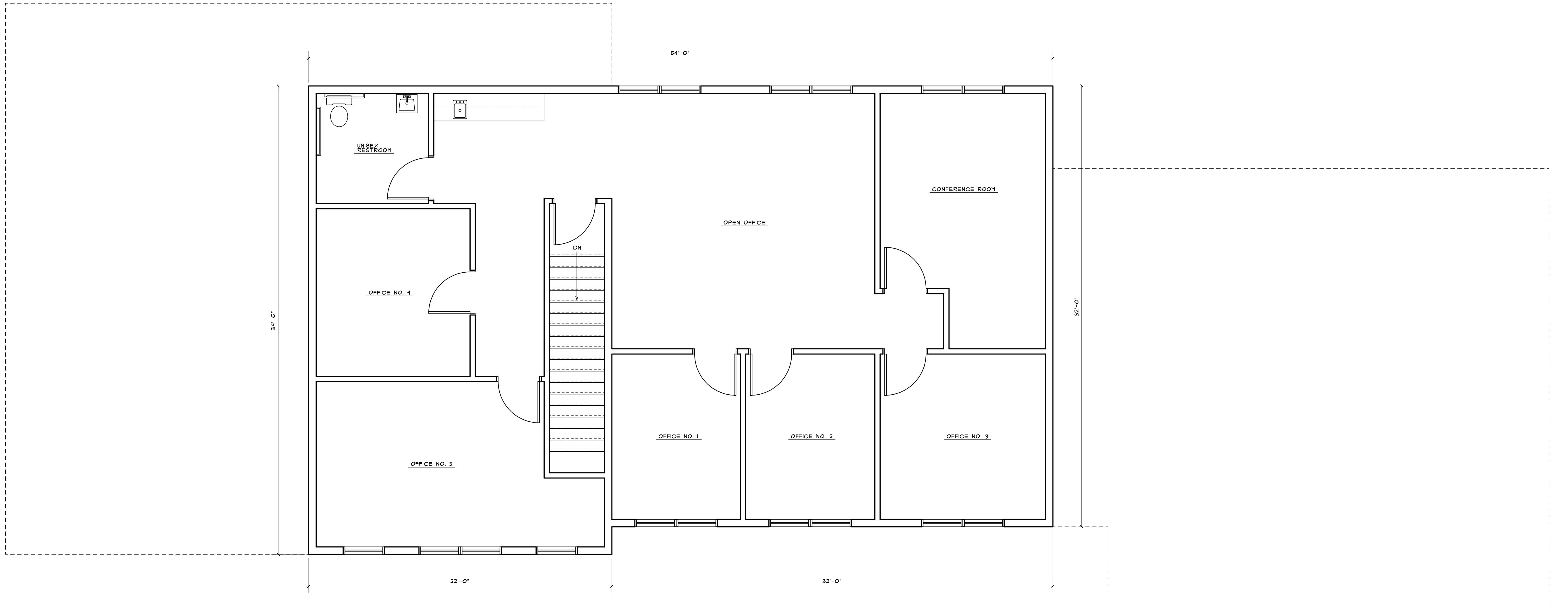
BUILDING 'A'

PROJECT		S E I D E L L L A R C H I T E C T S		DRAWN BY T.L.S.		ISSUED T.L.S.		DATE 9/24/23		ISSUED T.L.S.	
PROJECT NO		JAKEWAY RETAIL/OFFICE BLDGS.		CHECKED T.L.S.		OWNER REVIEW		DATE 9/24/23		DATE 9/24/23	
BUILDING 'A'		APPROVED BY T.L.S.		INDUSTRIAL		T.L.S.		DATE 9/24/23		PRINT DATE 9/24/23	
PROJECT NO		114 N. COURT AVE. STE. 201 POST OFFICE BOX 2159 GATFORD, MICHIGAN 49734		COMMERCIAL		RESIDENTIAL		INDUSTRIAL		COMMERCIAL PHONE (869) 731-0722 FAX (869) 731-6352	
SHEET		A									



FIRST FLOOR RETAIL SPACE: 3,454 SQ. FT.
 SECOND FLOOR OFFICES: 1,112 SQ. FT.
 TOTAL: 5,428 SQ. FT.

PROJECT NO.	JAKEWAY RETAIL/OFFICE BLDGS.		SEIDEL LLS	DRAWN BY T.L.S.	ISSUED T.L.S.	DATE 9/26/23
23-256	S E I D E L L L S		ARCHITECTS	CHECKED T.L.S.	OWNER REVIEW	
	COMMERCIAL RESIDENTIAL INDUSTRIAL		APPROVED BY T.L.S.	INDUSTRIAL		
	114 N. COURT AVE. STE. 201 POST OFFICE BOX 2489 GAYLORD, MICHIGAN 49749		DATE 9/26/23	PHONE (989) 731-0372 FAX (989) 731-8932	PRINT DATE	
PROJECT	BUILDING 'B'					
	404 NORTH STRAITS HIGHWAY					
	INDIAN RIVER, MICHIGAN 49749					
23-256	BUILDING 'B'					
SHEET						
A						
C						



PROJECT NO.	JAKEWAY RETAIL/OFFICE BLDGS.		SECOND FLOOR PLAN	ARCHITECTS	DRAWN BY	T.L.S.	ISSUED	DATE	ISSUED
23-256					CHECKED	T.L.S.	OWNER REVIEW	9/24/23	
					APPROVED BY	T.L.S.			
	BUILDING 'B'				INDUSTRIAL				
	4104 NORTH STRAITS HIGHWAY	INDIAN RIVER, MICHIGAN 49119			COMMERCIAL	RESIDENTIAL			
					114 N. COURT AVE., STE. 201	POST OFFICE BOX 2189	PHONE (989) 731-0372		
					GRATCROFT, MICHIGAN 49134		FAX (989) 731-6932		

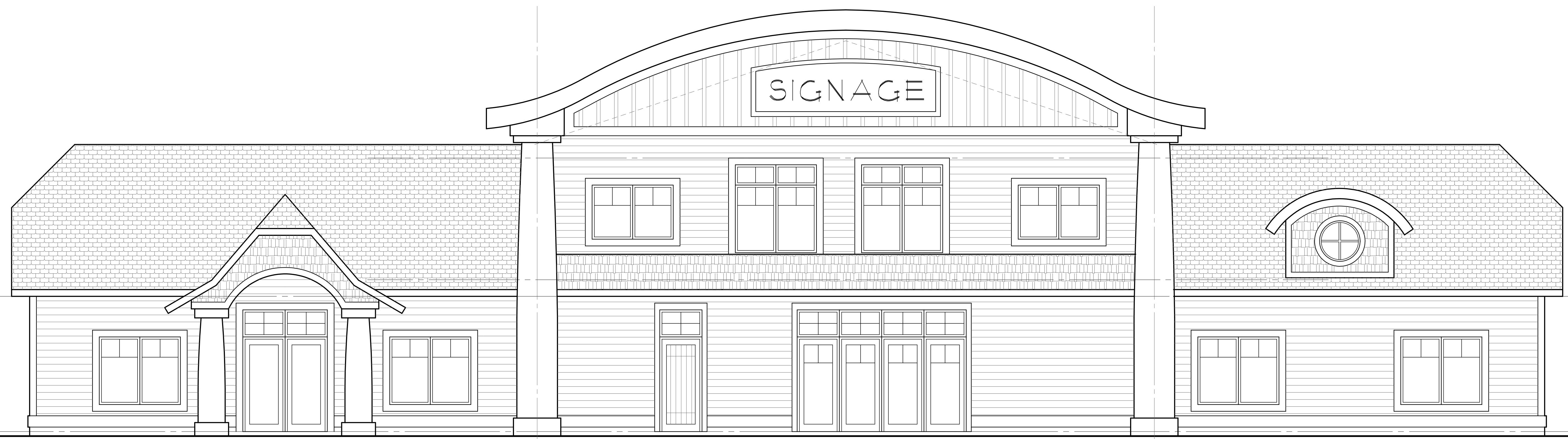
BUILDING 'B'

A3



BUILDING 'B' - FRONT ELEVATION

SCALE: 1/4" = 1'-0"



BUILDING 'A' - FRONT ELEVATION

SCALE: 1/4" = 1'-0"

PROJECT	SEIDEL LLS ARCHITECTS	DRAWN BY T.L.S.	ISSUED T.L.S.	DATE 9/24/23
PROJECT NO.	JAKEYWAY RETAIL/OFFICE BLDGS.	CHECKED T.L.S.	OWNER REVIEW	
APPROVED BY	T.L.S.			
INDUSTRIAL DATE	9/26/23			
COMMERCIAL RESIDENTIAL POST OFFICE BOX 189 111 N. COURT AVE. STE. 201 GAYLORD, MICHIGAN 49734 PHONE (989) 731-0372 FAX (989) 731-6332				
PROJECT	BUILDING 'A' AND 'B'			
4104 NORTH STRAITS HIGHWAY INDIAN RIVER, MICHIGAN 49149				
4				



AGENDA ITEM

DATE OF MEETING: November 7, 2023

TITLE: Sewer Operating Contract

SUMMARY: Current contract expires December 31. Mead & Hunt is requesting a contract extension for 3 years, but not less than 1 year. Present rate \$5900.00 per month. New Rate is \$6500.00 per month. Additionally, we need a contract for the operator (Mead & Hunt) to assist our engineering firm with the plant expansion when required. That contract is also attached and is based on an hourly rate.

FINANCIAL IMPACT: None

MOTION: TBD

PREPARED BY: Supervisor

DEPT/BOARD/COMMISSION: Board of Trustees

ATTACHMENTS: documents

Robert "Bob" Kramer

From: Tammi Gall <Tammi.Gall@meadhunt.com> on behalf of Tammi Gall
Sent: Tuesday, October 31, 2023 2:50 PM
To: supervisor@tuscaroratwp.com
Subject: contracts
Attachments: Tuscarora expansion Contract Draft 2024.pdf; Tuscarora OPs Contract Draft 2024.pdf; GW Permit - Draft_Tuscarora Twp WWTF (14).pdf

Bob,

Attached is a contract for operations, one year and a contract to support the expansion as needed for one year.

The operations contract went up due to additional sampling required in the new permit. I attached the draft permit with comments.

If you request any changes I can adjust when I get back!

Thank you!

Tammi Gall

Project Manager | Water
Direct: 906-629-1365 | Cell: 231-333-6874 | Transfer Files

Mead&Hunt

LinkedIn | Facebook | Instagram

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October 31, 2023

Mr. Robert Kramer
Tuscarora Township
3546 S. Straits Highway
Indian River, MI 49749

Subject: Provide operation for the Wastewater Treatment Plant and Collection System located in Indian River, Michigan

Dear Mr. Kramer:

Mead & Hunt, Inc. (Mead & Hunt) is pleased to submit this proposal to provide contract operations services for the above-referenced project.

Project Understanding

Our proposal is based on the current contract expiring December 31, 2023.

Scope of Services

After receipt of authorization to proceed, Mead & Hunt shall:

- Provide a properly certified (Michigan Class A or B Municipal Wastewater Operator) manager who will be responsible for overseeing and ensuring the plant is operated in a safe and efficient manner while maintaining compliance with NPDES Permit and regulatory agency criteria.
- Any time operations are not within compliance, the Tuscarora Township Supervisor shall be notified as soon as possible.
- Provide 24 hour per day, 365 days per year on call availability.
- Conduct influent, intermediate, effluent and monitor well sampling and analysis as necessary for process control and compliance reporting. Onsite testing will include: BOD, pH, DO, TSS, TVSS, ammonia, MLSS, MLVSS, settleability, nitrate, nitrite, iron, sodium, chloride and percent solids.
- Collect and have analyzed samples that are required by regulatory agencies beyond the onsite laboratory capabilities
- Operate the system in compliance with regulatory agency permit requirements. Report to regulatory agencies, submit all forms, reports and notices as may be required. Meet all legal operating and safety requirements of regulatory agencies including state and/or federal permitting and safety agencies.
- Perform regular checks of equipment and operations
- Record plant readings

- Conduct or schedule routine preventive maintenance and corrective maintenance of facilities and associated equipment.
- Coordinate major corrective maintenance with outside contractor.
- Arrange for proper utilization or disposal of biosolids, screenings, scum, grease or other residuals generated by the plant and pump stations and collection system.
- Provide monthly operational reports to the Tuscarora Township Supervisor that summarizes non-routine activities performed by the Firm's staff, compliance status of all regulatory requirements and a copy of any reports submitted to the State of Michigan.
- Maintain procedures for all major pieces of equipment, functions and corrective actions. Ensure efficient operation and maximum equipment life through incorporation of preventative maintenance scheduling, corrective maintenance history, and inventory control. Provide anticipated annual cost for spare parts for the upcoming fiscal year.
- Maintain a clean and organized physical appearance of the facilities.
- Mead & Hunt will prepare and sign reports required by applicable local, state, and federal regulatory agencies, and will maintain other records deemed useful by Mead & Hunt and Client to document the Services and to monitor and control the operation of the Facilities.

Responsibilities of Tuscarora Township

Our Scope of Services and Compensation are based on Tuscarora Township performing or providing the following:

- A designated representative with complete authority to transmit instructions and information, receive information, interpret policy, and define decisions.
- Access to the project site.
- Available data, drawings, and information related to the project.
- Protection of Mead & Hunt-supplied digital information or data, if any, from contamination, misuse, or changes.
- Laboratory supplies
- Contract laboratory services and fees
- Maintenance supplies
- Outside contractors
- Chemicals
- Maintenance services
- Utilities
- Biosolids Disposal fees
- Snow removal
- Lawn Care
- Customer Billing

- Michigan EGLE fees (discharge fee, land application fee, permit fees)

Work Not Included in the Scope of Services

The following items are excluded from this agreement and will be provided by the Tuscarora Township or provided by Mead & Hunt, Inc. as an Additional Service only as authorized by the Tuscarora Township:

- Engineering services
- Marking MISS DIGs
- Reading Meters
- Township meetings

Project Schedule

- Start: January 1, 2024
- End: December 31, 2024

Compensation

The work described under the Scope of Services will be performed on a lump-sum basis. Tuscarora Township will pay Mead & Hunt a monthly fee of \$6,500 for the work performed under this contract for the current 95,000 gpd plant and collection system, once the planned expansion of the Treatment Plant and collection system has been put into service, an amendment will be needed.

Call outs and additional work will be billed at a rate of \$80/hour with a minimum of 2 hours for after hour call outs. There will be a 15% mark-up on reimbursed expenses.

Authorization

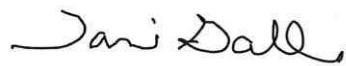
The Scope of Services and Compensation stated in this proposal are valid for a period of thirty (30) days from date of submission. If authorization to proceed is not received during this period, this proposal may be withdrawn or modified by Mead & Hunt.

Signatures of authorized representatives of Tuscarora Township and Mead & Hunt shall convert this proposal to an Agreement between the two parties, and receipt of one signed copy shall be considered authorization to proceed with the work described in the Scope of Services. All services shall be performed in accordance with the *General Terms and Conditions for Engineering, Architectural, or Consulting Services* which is attached hereto and made part of this Agreement and labeled as Exhibit A.

We appreciate the opportunity to submit this proposal to Tuscarora Township.

Respectfully submitted,

MEAD & HUNT, INC.



Tammi Gall
Project Manager

Approved by: MEAD & HUNT, INC.

By: 

Name: Scott Brosteau

Title: Department Manager

Date 10/31/23

Attachment

Accepted by: Tuscarora Township

By: _____

Name: _____

Title: _____

*The above person is authorized to sign for Client
and bind the Client to the terms hereof.*

Date: _____

Exhibit A. General Terms and Conditions

Mead & Hunt, Inc.
General Terms and Conditions (“General Terms”) for Engineering,
Architectural, or Consulting Services

Michigan

1. Tuscarora Township (hereinafter “Client”) and Mead & Hunt, Inc. hereby mutually agree to the terms and conditions contracted in this Agreement for Engineering, Architectural or Consulting Services, including these General Terms and Conditions for Engineering, Architectural, or Consulting Services, and any and all documents incorporated by reference into this Agreement (together, this “Agreement”). This Agreement constitutes this Agreement between Client and Mead & Hunt, Inc. as pursuant to which Services are to be performed by Mead & Hunt, Inc. Receipt by Client of the executed Agreement shall be considered written authorization for Mead & Hunt, Inc. to proceed. Capitalized terms used but not defined herein shall have the meanings assigned to such terms in this Agreement.
2. Mead & Hunt, Inc. will bill Client monthly, according to the payment method set forth in this Agreement, with net payment due within thirty (30) days. Past due balances shall be subject to an interest charge at a rate of 1% per month. In addition, Mead & Hunt, Inc. may, after giving ten (10) days' written notice, suspend the Services under this Agreement until Client has paid in full all amounts due it for services rendered and expenses incurred, including the interest charge on past due invoices. The fees or rates stated in this Agreement does not include any applicable state and local sales or use taxes or gross receipts taxes; such taxes shall be the sole responsibility of Client.
3. The fees, Services and Scope of Services stated in this Agreement constitute an estimate of the fees and tasks required to perform the Services. Should the Project involve conceptual or process development services, Services often cannot be fully defined during the initial planning stages. As the Project progresses, facts uncovered may also reveal a change in direction which may alter the Scope of Services. If Client requests modifications or changes in the Scope of Services related to the Project, the time of performance of the Services by Mead & Hunt, Inc. and the fees associated therewith shall be revised and accepted by both parties in writing before Mead & Hunt, Inc. undertakes any additional work beyond the Scope of Services. Mead & Hunt, Inc. is not acting as a Municipal Advisor as defined by the Dodd Frank Act.
4. To the fullest extent permitted by law, Client shall indemnify and hold harmless Mead & Hunt, Inc. and its officers, agents, representatives and employees from and against liabilities, claims, losses, damages, expenses, including but not limited to attorney's fees and disbursements, arising out of or resulting from (i) delays caused in whole or in part by Client's interference with Mead & Hunt, Inc.'s ability to provide the Services, including, but not limited to, Client's failure to provide facilities or information specified in this Agreement, (ii) inaccuracies in documents or other information provided by Client to Mead & Hunt, Inc., or (iii) failure to perform under this Agreement, caused by or that arise in whole or in part by any negligent acts, errors or omissions of Client. Mead & Hunt, Inc. reserves the right to renegotiate this Agreement due to any unforeseen delays caused by events beyond Mead & Hunt, Inc.'s control, such as Force Majeure events as described in Section 26 or other events beyond Mead & Hunt, Inc.'s control, like funding for the Project. If any word or clause of this Agreement is determined not to be in compliance with Wisconsin Statutes § 895.447, including any amendments thereto, it shall be

stricken and replaced and the remaining word, clause and provisions shall remain in full force and effect.

5. Client agrees to provide such legal, accounting and insurance counseling services as may be required for the Project.
6. Mead & Hunt, Inc. will maintain insurance coverage for worker's compensation, general liability, automobile liability, and professional liability. Mead & Hunt, Inc. will provide information as to specific limits upon written request. If Client requires coverages or limits in addition to those that Mead & Hunt, Inc. currently has in effect as of the date of this Agreement, premiums for additional insurance shall be paid by Client.
7. **MEAD & HUNT, INC. (INCLUDING ITS CURRENT AND FORMER EMPLOYEES, OFFICERS, DIRECTORS OR SHAREHOLDERS) AND OWNER ARE NOT LIABLE, IN CONTRACT OR TORT OR OTHERWISE, FOR ANY SPECIAL, INDIRECT, CONSEQUENTIAL, OR LIQUIDATED DAMAGES INCLUDING SPECIFICALLY, BUT WITHOUT LIMITATION, LOSS OF PROFIT OR REVENUE, LOSS OF CAPITAL, DELAY DAMAGES, LOSS OF GOODWILL, CLAIM OF THIRD PARTIES, OR SIMILAR DAMAGES (“DAMAGES”). NOTWITHSTANDING THE FOREGOING, CLIENT SHALL BE LIABLE HEREUNDER TO THE EXTENT THAT MEAD & HUNT, INC. IS HELD LIABLE BY ITS SUBCONSULTANTS OR A THIRD-PARTY FOR DAMAGES CAUSED BY OWNER OR ITS EMPLOYEES, INDEPENDENT CONTRACTORS, OR AGENTS. IN NO EVENT SHALL MEAD & HUNT, INC.'S OR ITS SUBCONSULTANTS' LIABILITY ARISING OUT OF OR RELATED TO ANY BREACH OF THIS AGREEMENT EXCEED THE AMOUNT OF FEES BILLED BY MEAD & HUNT, INC. TO CLIENT FOR SERVICES PERFORMED PURSUANT TO THIS AGREEMENT.**
8. Mead & Hunt, Inc.'s (including its current or former employees, officers, directors, or shareholders) liability to Client for any damages shall not exceed the amount of fees billed by Mead & Hunt, Inc. to Client for services performed pursuant to this Agreement within the last twelve (12) months from the date that the last invoice was submitted to Client by Mead & Hunt, Inc., regardless as to whether Client paid such invoice.
9. Mead & Hunt, Inc. and Client agree that the ultimate liability for contaminants or pollutants regardless of its source, and for the actual, alleged, or threatened discharge, dispersal, release, or escape of pollutants, mycotoxins, spores, smoke, vapors, soot, fumes, mold, acids, alkalis, toxic chemicals, mildew, liquids or gases, waste materials or other irritants, contaminants or pollutants into or upon land, buildings, the atmosphere, or body of water shall remain with Client; and the responsibility and/or liability for any of the foregoing and for the ownership and maintenance of any toxic, hazardous, or asbestos materials relating to the project shall remain with Client.
10. Client and Mead & Hunt, Inc. shall not, during the term of this Agreement or after the termination of this Agreement for a period of one (1) year disclose any Confidential Information to any person or entity, or use any Confidential Information for the benefit of Client or Mead & Hunt, Inc., as the case may be, or any other person or entity, except

with the prior written consent of Mead & Hunt, Inc. or Client, as the case may be, or as required by law. The term "Confidential Information" means information marked or designated by Mead & Hunt, Inc. or Client as confidential. Confidential Information includes, but is not limited to, the purpose, duration, or extent of studies, surveys, and tests conducted by Mead & Hunt, Inc. or its subconsultants throughout the duration of this Agreement, ideas, specifications, techniques, models, data, programs, documentation, processes, know-how, and financial and technical information. Notwithstanding the foregoing, Confidential Information shall not include information or material that (i) is publicly available or becomes publicly available through no action or fault of receiving party, (ii) was already in receiving party's possession or known to receiving party prior to being disclosed or provided to receiving party by or on behalf of disclosing party, provided that the source of information or material was not bound by a contractual, legal or fiduciary obligation of confidentiality to disclosing party or any other party with respect thereto, (iii) was or is obtained by receiving party from a third party, provided that such third party was not bound by a contractual, legal or fiduciary obligation of confidentiality to disclosing party or any other party with respect to such information or material, or (iv) is independently developed by receiving party without reference to the Confidential Information. Except as required by law or court order, the provisions of this clause shall apply to Client's communications with members of the public, governmental agencies, and all other individuals or organizations. The restrictions set forth in this section shall remain in full force and effect (a) with respect to the Confidential Information, for a period of six (6) years following the earlier of the termination of this Agreement or the completion of services under this Agreement; and (b) with respect to the Trade Secrets, which shall have the meaning set forth under applicable law, until the Trade Secrets no longer retain their status or qualify as trade secrets under applicable law.

11. Mead & Hunt, Inc. shall retain ownership and property interest in all documents prepared or furnished by Mead & Hunt, Inc. and its independent professional associates and consultants, in connection with the Project, which include, but are not limited to, models, plans, sketches, designs, drawings details, specifications, all data and image files, both electronic and hard copy, as applicable (hereinafter "files"), and such files are part of Mead & Hunt, Inc.'s Instruments of Services. Mead & Hunt, Inc. may release files to any other party involved in the Project; and if such release is not provided for in the Scope of Services, fees may be adjusted before the documents are prepared for electronic submittal. Client is not permitted to use Mead & Hunt, Inc. files for any other project without express written permission from Mead & Hunt, Inc., and Mead & Hunt, Inc. may request Client to return or destroy such files at any time. Mead & Hunt, Inc. makes no representation as to compatibility of electronic files with Client's hardware or software and assumes no liability with respect to any use or reuse of the files by Client. Mead & Hunt, Inc. will have no liability to Client or any third party for any material in or transmitted with the files, including without limitations any virus, worm, trap door, back door, tracker, or other illicit code or program that may result from such use or reuse of files. Client hereby indemnifies and holds harmless Mead & Hunt, Inc. against any and all claims related to any use or reuse of the files. Differences may exist between these electronic files and corresponding hard-copy documents prepared by Mead & Hunt, Inc. and the electronic files, the signed or sealed hard-copy documents shall govern. Because information presented on the electronic files can be modified, unintentionally or otherwise, Mead & Hunt, Inc. reserves the right to remove all indicia of ownership and/or involvement from each electronic display. MEAD & HUNT, INC. PROVIDES THE FILES "AS IS," "WITH ALL FAULTS" AND "AS AVAILABLE." TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW. UNDER NO CIRCUMSTANCES

SHALL DELIVERY OF THE FILES FOR USE OR REUSE BE DEEMED AS SALE BY MEAD & HUNT, INC. AND MEAD & HUNT, INC. MAKES NO WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTIES OF MERCHANTABILITY, NON-INFRINGEMENT, OR FITNESS FOR ANY PARTICULAR PURPOSE. IN NO EVENT SHALL MEAD & HUNT, INC. BE LIABLE FOR ANY LOSS OF PROFIT, DIRECT OR INDIRECT DAMAGES, OR ANY CONSEQUENTIAL DAMAGES AS A RESULT OF THE USE, REUSE OR CHANGES TO FILES OR ANY DATA THEREIN.

12. Termination of this Agreement by Client or Mead & Hunt, Inc. with or without cause, shall be effective upon ten (10) days' written notice to the other party. The written notice may or may not include the reasons and details for termination. Mead & Hunt, Inc. will prepare a final invoice showing all charges incurred through the date of termination; all outstanding payments are due and payable as stated in Section 2. If Client breaches this Agreement, Mead & Hunt, Inc. may, upon ten (10) days' written notice, suspend Services without further obligation or liability to Client.
13. Mead & Hunt, Inc. will provide the Services in accordance with ordinary generally accepted standards of professional practices. Mead & Hunt, Inc. disclaims all warranties and guarantees, express or implied. The parties agree that this is an agreement for professional services and is not subject to any Uniform Commercial Code. Similarly, Mead & Hunt, Inc. will not accept any general terms or conditions offered by Client in its purchase order, requisition, notice of authorization to proceed, or any other contractual document except as set forth herein or expressly agreed to in writing. Written acknowledgment of receipt or the actual performance of Services subsequent to receipt of such other contractual document is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein. Nothing in this Agreement is intended to create, nor shall it be construed to create, a fiduciary duty owed by either party to the other party.
14. Mead & Hunt, Inc. cannot and does not guarantee that proposals, bids or actual project or construction costs will not vary from the actual and/or final project or construction costs or that the Project or construction costs will not vary from the final costs of the Project. Client agrees to indemnify and to hold Mead & Hunt, Inc. harmless for any claim arising out of or related in any way to the Project or construction costs even if such claim arises out of and/or has been caused in whole or in part by negligence on the part of Mead & Hunt, Inc.
15. If Client is a municipality or state authority or any government authority/agency, Client agrees to indemnify and hold harmless Mead & Hunt, Inc. for all claims arising out of or related in any way to acts done by Mead & Hunt, Inc. in the exercise of legislative or quasi-legislative functions.
16. This Agreement shall not be construed as imposing upon or providing to Mead & Hunt, Inc. the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the parties or subcontractors or the safety precautions and programs incident to the work of the parties or subcontractors.
17. In an effort to resolve any conflicts that arise during the design or construction of the Project or following the completion of the Project, Mead & Hunt, Inc. and Client agree to discuss any material disputes between them during the 90 days after notice of disputes given by either party. If discussions are unsuccessful in resolving the dispute, then the

dispute shall be mediated unless the parties mutually agree otherwise. Any claim not resolved by mediation shall be resolved by arbitration in Wisconsin with the American Arbitration Association or by litigation in the state of Wisconsin.

18. The parties agree that Mead & Hunt, Inc.'s Services in connection with this Agreement shall not subject any of Mead & Hunt, Inc.'s current or former employees, officers, directors or shareholders to any personal legal liability for any breaches of this Agreement or for any negligence in performing any Services in connection with this Agreement even if such claim arises out of and/or has been caused in whole or in part by negligence on the part of Mead & Hunt, Inc.'s current or former employees, officers, directors or shareholders. Therefore, notwithstanding anything to the contrary contained herein, Client agrees that Client's sole and exclusive remedy for any breach of contract or any negligent performance of Services in connection with this Agreement shall be a claim against Mead & Hunt, Inc. Client further agrees that any claim, demand, suit, or judgment shall be asserted only against Mead & Hunt, Inc.'s corporate entity, and not against any of Mead & Hunt, Inc.'s current or former employees, officers, directors, or shareholders, and Client covenants not to sue these individuals. Each of Mead & Hunt, Inc.'s current and former employees, officers, directors or shareholders are made express beneficiaries of this section.
19. None of the rights and/or obligations of either party hereunder may be assigned except with the prior written consent of the other party, and any attempted assignment without such consent shall be void.
20. The limitations and indemnity provided herein shall not apply to the willful or intentional acts of Mead & Hunt, Inc. or its employees, shareholders, officers, or directors. Client acknowledges and agrees that it has had an opportunity to negotiate with respect to the limitations of these General Terms and understands and agrees that if those sections were not included herein the fees for the Services provided in connection with this Agreement would be significantly higher. Client further acknowledges that it is a sophisticated party with experience in the acquisition of design services.
21. To the extent permitted by law, Mead & Hunt, Inc. disclaims any duty to defend Client. Client agrees that it shall not tender the defense of any claim arising out of or related to this Agreement to Mead & Hunt, Inc.
22. If any term or provision of this Agreement is held unenforceable, then such provision will be modified to reflect the parties' intention. All remaining provisions of this Agreement shall remain in full force. The various terms, provisions, and covenants herein contained shall be deemed to be separable and severable, and the invalidity or unenforceability of any of them shall in no manner affect or impair the validity or enforceability of the remainder hereof.
23. Nothing contained in this Agreement shall create a contractual relationship with a third party or a cause of action in favor of a third party against Mead & Hunt, Inc. Mead & Hunt, Inc.'s Services under this Agreement are being performed solely for Client's benefit, and no other party or entity shall have any claim against Mead & Hunt, Inc. because of this Agreement or the performance or nonperformance of Services hereunder.
24. The General Terms and this Agreement shall be construed and interpreted in accordance with the laws of the state of Wisconsin. No action may be brought except in the state of Wisconsin.
25. Failure of Mead & Hunt, Inc. to insist upon strict conformance of the provisions of this Agreement shall not constitute a waiver of any of the provisions hereof or a waiver of any of the technical requirements, or a waiver of any default provision. Except as may be otherwise expressly stated, the remedies provided herein shall be non-exclusive and in addition to any other remedies in law or equity. A waiver of a breach of any provision of this Agreement shall not constitute a waiver of any subsequent breach of such provision. No waiver of compliance with any provision or condition hereof shall be effective unless agreed in writing duly executed by the waiving party.
26. Neither party shall hold the other responsible for damages or delays in performance caused by Force Majeure or other events beyond the control of the other party and which could not reasonably have been anticipated or prevented. For purposes of this Agreement, Force Majeure shall include, but not necessarily be limited to, adverse weather conditions, floods, epidemics, pandemics, war, riot, civil unrest, strikes, lockouts and other industrial disturbances; unknown site conditions, accidents, sabotage, fire, loss of permits, failure to obtain permits; court orders; acts of God; acts, orders, laws or regulations of any governmental agency. Should such acts or events occur, the parties to this Agreement shall mutually agree on the terms and conditions upon which the Services may be continued. Failing achievement of such an agreement, either party may terminate this Agreement in accordance with Section 12.
27. This Agreement contains the entire understanding between the parties on the subject matter hereof and no representations, inducements, promises or agreements not embodied herein shall be of any force or effect, and this Agreement supersedes any other prior understanding entered into between the parties on the subject matter hereof. No waiver of compliance with any provision or condition hereof shall be effective unless agreed in writing duly executed by the waiving party. Nothing contained in this Agreement shall create a contractual relationship with a third party or a cause of action in favor of a third party against Mead & Hunt, Inc. This Agreement may be executed in any number of counterparts with the same effect as if all Parties hereto had signed the same document. All counterparts shall be construed together and shall constitute one agreement. Counterparts may be delivered via facsimile, electronic mail (including pdf or any electronic signature complying with the U.S. federal ESIGN Act of 2000, e.g., www.docusign.com) or other transmission method and any counterpart so delivered shall be deemed to have been duly and validly delivered and be valid and effective for all purposes.



October 31, 2023

Mr. Robert Kramer
Tuscarora Township
3546 S. Straits Highway
Indian River, MI 49749

Subject: Provide support for the Wastewater Treatment Plant and Collection System Expansion located in Indian River, Michigan

Dear Mr. Kramer:

Mead & Hunt, Inc. (Mead & Hunt) is pleased to submit this proposal to provide operation support services for the above-referenced project.

Project Understanding

Our proposal is based on the wastewater treatment plant and collection system expansion.

Scope of Services

After receipt of authorization to proceed, Mead & Hunt shall:

- Provide support with the expansion as requested from Tuscarora Township.
- Collect and have additional samples analyzed required by Regulatory Agency pertinent to the expansion.
- Support with operational plan updates required by Regulatory Agency pertinent to the expansion.
- Mead & Hunt will prepare and sign reports required by applicable local, state, and federal regulatory agencies, and will maintain other records deemed useful by Mead & Hunt and Client to document the Services and to monitor and control the operation of the Facilities.

Responsibilities of Tuscarora Township

Our Scope of Services and Compensation are based on Tuscarora Township performing or providing the following:

- A designated representative with complete authority to transmit instructions and information, receive information, interpret policy, and define decisions.
- Access to the project site.
- Available data, drawings, and information related to the project.

- Protection of Mead & Hunt-supplied digital information or data, if any, from contamination, misuse, or changes.
- Laboratory supplies
- Contract laboratory services and fees
- Maintenance supplies
- Outside contractors
- Chemicals
- Maintenance services
- Utilities
- Snow removal
- Lawn Care
- Customer Billing
- Michigan EGLE fees (discharge fee, land application fee, permit fees)

Work Not Included in the Scope of Services

The following items are excluded from this agreement and will be provided by the Tuscarora Township or provided by Mead & Hunt, Inc. as an Additional Service only as authorized by the Tuscarora Township:

- Engineering services

Project Schedule

- Start: January 1, 2024
- End: December 31, 2024

Compensation

The work described under the Scope of Services will be performed on a time-and-expense basis. Tuscarora Township will pay Mead & Hunt at a rate of \$80/hour for the work performed under this contract with expenses billed with a 15% mark-up of cost.

Authorization

The Scope of Services and Compensation stated in this proposal are valid for a period of thirty (30) days from date of submission. If authorization to proceed is not received during this period, this proposal may be withdrawn or modified by Mead & Hunt.

Signatures of authorized representatives of Tuscarora Township and Mead & Hunt shall convert this proposal to an Agreement between the two parties, and receipt of one signed copy shall be considered authorization to proceed with the work described in the Scope of Services. All services shall be performed in accordance with the *General Terms and Conditions for Engineering, Architectural, or Consulting Services* which is attached hereto and made part of this Agreement and labeled as Exhibit A.

We appreciate the opportunity to submit this proposal to Tuscarora Township.

Respectfully submitted,

MEAD & HUNT, INC.



Tammi Gall
Project Manager

Attachment

Approved by: MEAD & HUNT, INC.

By: 

Name: Scott Brosteau

Title: Department Manager

Date 10/31/23

Accepted by: Tuscarora Township

By: _____

Name: _____

Title: _____

*The above person is authorized to sign for Client
and bind the Client to the terms hereof.*

Date: _____

Exhibit A. General Terms and Conditions

Mead & Hunt, Inc.
General Terms and Conditions (“General Terms”) for Engineering,
Architectural, or Consulting Services

Michigan

1. Tuscarora Township (hereinafter “Client”) and Mead & Hunt, Inc. hereby mutually agree to the terms and conditions contracted in this Agreement for Engineering, Architectural or Consulting Services, including these General Terms and Conditions for Engineering, Architectural, or Consulting Services, and any and all documents incorporated by reference into this Agreement (together, this “Agreement”). This Agreement constitutes this Agreement between Client and Mead & Hunt, Inc. as pursuant to which Services are to be performed by Mead & Hunt, Inc. Receipt by Client of the executed Agreement shall be considered written authorization for Mead & Hunt, Inc. to proceed. Capitalized terms used but not defined herein shall have the meanings assigned to such terms in this Agreement.
2. Mead & Hunt, Inc. will bill Client monthly, according to the payment method set forth in this Agreement, with net payment due within thirty (30) days. Past due balances shall be subject to an interest charge at a rate of 1% per month. In addition, Mead & Hunt, Inc. may, after giving ten (10) days' written notice, suspend the Services under this Agreement until Client has paid in full all amounts due it for services rendered and expenses incurred, including the interest charge on past due invoices. The fees or rates stated in this Agreement does not include any applicable state and local sales or use taxes or gross receipts taxes; such taxes shall be the sole responsibility of Client.
3. The fees, Services and Scope of Services stated in this Agreement constitute an estimate of the fees and tasks required to perform the Services. Should the Project involve conceptual or process development services, Services often cannot be fully defined during the initial planning stages. As the Project progresses, facts uncovered may also reveal a change in direction which may alter the Scope of Services. If Client requests modifications or changes in the Scope of Services related to the Project, the time of performance of the Services by Mead & Hunt, Inc. and the fees associated therewith shall be revised and accepted by both parties in writing before Mead & Hunt, Inc. undertakes any additional work beyond the Scope of Services. Mead & Hunt, Inc. is not acting as a Municipal Advisor as defined by the Dodd Frank Act.
4. To the fullest extent permitted by law, Client shall indemnify and hold harmless Mead & Hunt, Inc. and its officers, agents, representatives and employees from and against liabilities, claims, losses, damages, expenses, including but not limited to attorney's fees and disbursements, arising out of or resulting from (i) delays caused in whole or in part by Client's interference with Mead & Hunt, Inc.'s ability to provide the Services, including, but not limited to, Client's failure to provide facilities or information specified in this Agreement, (ii) inaccuracies in documents or other information provided by Client to Mead & Hunt, Inc., or (iii) failure to perform under this Agreement, caused by or that arise in whole or in part by any negligent acts, errors or omissions of Client. Mead & Hunt, Inc. reserves the right to renegotiate this Agreement due to any unforeseen delays caused by events beyond Mead & Hunt, Inc.'s control, such as Force Majeure events as described in Section 26 or other events beyond Mead & Hunt, Inc.'s control, like funding for the Project. If any word or clause of this Agreement is determined not to be in compliance with Wisconsin Statutes § 895.447, including any amendments thereto, it shall be

stricken and replaced and the remaining word, clause and provisions shall remain in full force and effect.

5. Client agrees to provide such legal, accounting and insurance counseling services as may be required for the Project.
6. Mead & Hunt, Inc. will maintain insurance coverage for worker's compensation, general liability, automobile liability, and professional liability. Mead & Hunt, Inc. will provide information as to specific limits upon written request. If Client requires coverages or limits in addition to those that Mead & Hunt, Inc. currently has in effect as of the date of this Agreement, premiums for additional insurance shall be paid by Client.
7. **MEAD & HUNT, INC. (INCLUDING ITS CURRENT AND FORMER EMPLOYEES, OFFICERS, DIRECTORS OR SHAREHOLDERS) AND OWNER ARE NOT LIABLE, IN CONTRACT OR TORT OR OTHERWISE, FOR ANY SPECIAL, INDIRECT, CONSEQUENTIAL, OR LIQUIDATED DAMAGES INCLUDING SPECIFICALLY, BUT WITHOUT LIMITATION, LOSS OF PROFIT OR REVENUE, LOSS OF CAPITAL, DELAY DAMAGES, LOSS OF GOODWILL, CLAIM OF THIRD PARTIES, OR SIMILAR DAMAGES (“DAMAGES”). NOTWITHSTANDING THE FOREGOING, CLIENT SHALL BE LIABLE HEREUNDER TO THE EXTENT THAT MEAD & HUNT, INC. IS HELD LIABLE BY ITS SUBCONSULTANTS OR A THIRD-PARTY FOR DAMAGES CAUSED BY OWNER OR ITS EMPLOYEES, INDEPENDENT CONTRACTORS, OR AGENTS. IN NO EVENT SHALL MEAD & HUNT, INC.'S OR ITS SUBCONSULTANTS' LIABILITY ARISING OUT OF OR RELATED TO ANY BREACH OF THIS AGREEMENT EXCEED THE AMOUNT OF FEES BILLED BY MEAD & HUNT, INC. TO CLIENT FOR SERVICES PERFORMED PURSUANT TO THIS AGREEMENT.**
8. Mead & Hunt, Inc.'s (including its current or former employees, officers, directors, or shareholders) liability to Client for any damages shall not exceed the amount of fees billed by Mead & Hunt, Inc. to Client for services performed pursuant to this Agreement within the last twelve (12) months from the date that the last invoice was submitted to Client by Mead & Hunt, Inc., regardless as to whether Client paid such invoice.
9. Mead & Hunt, Inc. and Client agree that the ultimate liability for contaminants or pollutants regardless of its source, and for the actual, alleged, or threatened discharge, dispersal, release, or escape of pollutants, mycotoxins, spores, smoke, vapors, soot, fumes, mold, acids, alkalis, toxic chemicals, mildew, liquids or gases, waste materials or other irritants, contaminants or pollutants into or upon land, buildings, the atmosphere, or body of water shall remain with Client; and the responsibility and/or liability for any of the foregoing and for the ownership and maintenance of any toxic, hazardous, or asbestos materials relating to the project shall remain with Client.
10. Client and Mead & Hunt, Inc. shall not, during the term of this Agreement or after the termination of this Agreement for a period of one (1) year disclose any Confidential Information to any person or entity, or use any Confidential Information for the benefit of Client or Mead & Hunt, Inc., as the case may be, or any other person or entity, except

with the prior written consent of Mead & Hunt, Inc. or Client, as the case may be, or as required by law. The term "Confidential Information" means information marked or designated by Mead & Hunt, Inc. or Client as confidential. Confidential Information includes, but is not limited to, the purpose, duration, or extent of studies, surveys, and tests conducted by Mead & Hunt, Inc. or its subconsultants throughout the duration of this Agreement, ideas, specifications, techniques, models, data, programs, documentation, processes, know-how, and financial and technical information. Notwithstanding the foregoing, Confidential Information shall not include information or material that (i) is publicly available or becomes publicly available through no action or fault of receiving party, (ii) was already in receiving party's possession or known to receiving party prior to being disclosed or provided to receiving party by or on behalf of disclosing party, provided that the source of information or material was not bound by a contractual, legal or fiduciary obligation of confidentiality to disclosing party or any other party with respect thereto, (iii) was or is obtained by receiving party from a third party, provided that such third party was not bound by a contractual, legal or fiduciary obligation of confidentiality to disclosing party or any other party with respect to such information or material, or (iv) is independently developed by receiving party without reference to the Confidential Information. Except as required by law or court order, the provisions of this clause shall apply to Client's communications with members of the public, governmental agencies, and all other individuals or organizations. The restrictions set forth in this section shall remain in full force and effect (a) with respect to the Confidential Information, for a period of six (6) years following the earlier of the termination of this Agreement or the completion of services under this Agreement; and (b) with respect to the Trade Secrets, which shall have the meaning set forth under applicable law, until the Trade Secrets no longer retain their status or qualify as trade secrets under applicable law.

11. Mead & Hunt, Inc. shall retain ownership and property interest in all documents prepared or furnished by Mead & Hunt, Inc. and its independent professional associates and consultants, in connection with the Project, which include, but are not limited to, models, plans, sketches, designs, drawings details, specifications, all data and image files, both electronic and hard copy, as applicable (hereinafter "files"), and such files are part of Mead & Hunt, Inc.'s Instruments of Services. Mead & Hunt, Inc. may release files to any other party involved in the Project; and if such release is not provided for in the Scope of Services, fees may be adjusted before the documents are prepared for electronic submittal. Client is not permitted to use Mead & Hunt, Inc. files for any other project without express written permission from Mead & Hunt, Inc., and Mead & Hunt, Inc. may request Client to return or destroy such files at any time. Mead & Hunt, Inc. makes no representation as to compatibility of electronic files with Client's hardware or software and assumes no liability with respect to any use or reuse of the files by Client. Mead & Hunt, Inc. will have no liability to Client or any third party for any material in or transmitted with the files, including without limitations any virus, worm, trap door, back door, tracker, or other illicit code or program that may result from such use or reuse of files. Client hereby indemnifies and holds harmless Mead & Hunt, Inc. against any and all claims related to any use or reuse of the files. Differences may exist between these electronic files and corresponding hard-copy documents prepared by Mead & Hunt, Inc. and the electronic files, the signed or sealed hard-copy documents shall govern. Because information presented on the electronic files can be modified, unintentionally or otherwise, Mead & Hunt, Inc. reserves the right to remove all indicia of ownership and/or involvement from each electronic display. MEAD & HUNT, INC. PROVIDES THE FILES "AS IS," "WITH ALL FAULTS" AND "AS AVAILABLE." TO THE MAXIMUM EXTENT PERMITTED BY APPLICABLE LAW. UNDER NO CIRCUMSTANCES

SHALL DELIVERY OF THE FILES FOR USE OR REUSE BE DEEMED AS SALE BY MEAD & HUNT, INC. AND MEAD & HUNT, INC. MAKES NO WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTIES OF MERCHANTABILITY, NON-INFRINGEMENT, OR FITNESS FOR ANY PARTICULAR PURPOSE. IN NO EVENT SHALL MEAD & HUNT, INC. BE LIABLE FOR ANY LOSS OF PROFIT, DIRECT OR INDIRECT DAMAGES, OR ANY CONSEQUENTIAL DAMAGES AS A RESULT OF THE USE, REUSE OR CHANGES TO FILES OR ANY DATA THEREIN.

12. Termination of this Agreement by Client or Mead & Hunt, Inc. with or without cause, shall be effective upon ten (10) days' written notice to the other party. The written notice may or may not include the reasons and details for termination. Mead & Hunt, Inc. will prepare a final invoice showing all charges incurred through the date of termination; all outstanding payments are due and payable as stated in Section 2. If Client breaches this Agreement, Mead & Hunt, Inc. may, upon ten (10) days' written notice, suspend Services without further obligation or liability to Client.
13. Mead & Hunt, Inc. will provide the Services in accordance with ordinary generally accepted standards of professional practices. Mead & Hunt, Inc. disclaims all warranties and guarantees, express or implied. The parties agree that this is an agreement for professional services and is not subject to any Uniform Commercial Code. Similarly, Mead & Hunt, Inc. will not accept any general terms or conditions offered by Client in its purchase order, requisition, notice of authorization to proceed, or any other contractual document except as set forth herein or expressly agreed to in writing. Written acknowledgment of receipt or the actual performance of Services subsequent to receipt of such other contractual document is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein. Nothing in this Agreement is intended to create, nor shall it be construed to create, a fiduciary duty owed by either party to the other party.
14. Mead & Hunt, Inc. cannot and does not guarantee that proposals, bids or actual project or construction costs will not vary from the actual and/or final project or construction costs or that the Project or construction costs will not vary from the final costs of the Project. Client agrees to indemnify and to hold Mead & Hunt, Inc. harmless for any claim arising out of or related in any way to the Project or construction costs even if such claim arises out of and/or has been caused in whole or in part by negligence on the part of Mead & Hunt, Inc.
15. If Client is a municipality or state authority or any government authority/agency, Client agrees to indemnify and hold harmless Mead & Hunt, Inc. for all claims arising out of or related in any way to acts done by Mead & Hunt, Inc. in the exercise of legislative or quasi-legislative functions.
16. This Agreement shall not be construed as imposing upon or providing to Mead & Hunt, Inc. the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the parties or subcontractors or the safety precautions and programs incident to the work of the parties or subcontractors.
17. In an effort to resolve any conflicts that arise during the design or construction of the Project or following the completion of the Project, Mead & Hunt, Inc. and Client agree to discuss any material disputes between them during the 90 days after notice of disputes given by either party. If discussions are unsuccessful in resolving the dispute, then the

dispute shall be mediated unless the parties mutually agree otherwise. Any claim not resolved by mediation shall be resolved by arbitration in Wisconsin with the American Arbitration Association or by litigation in the state of Wisconsin.

18. The parties agree that Mead & Hunt, Inc.'s Services in connection with this Agreement shall not subject any of Mead & Hunt, Inc.'s current or former employees, officers, directors or shareholders to any personal legal liability for any breaches of this Agreement or for any negligence in performing any Services in connection with this Agreement even if such claim arises out of and/or has been caused in whole or in part by negligence on the part of Mead & Hunt, Inc.'s current or former employees, officers, directors or shareholders. Therefore, notwithstanding anything to the contrary contained herein, Client agrees that Client's sole and exclusive remedy for any breach of contract or any negligent performance of Services in connection with this Agreement shall be a claim against Mead & Hunt, Inc. Client further agrees that any claim, demand, suit, or judgment shall be asserted only against Mead & Hunt, Inc.'s corporate entity, and not against any of Mead & Hunt, Inc.'s current or former employees, officers, directors, or shareholders, and Client covenants not to sue these individuals. Each of Mead & Hunt, Inc.'s current and former employees, officers, directors or shareholders are made express beneficiaries of this section.
19. None of the rights and/or obligations of either party hereunder may be assigned except with the prior written consent of the other party, and any attempted assignment without such consent shall be void.
20. The limitations and indemnity provided herein shall not apply to the willful or intentional acts of Mead & Hunt, Inc. or its employees, shareholders, officers, or directors. Client acknowledges and agrees that it has had an opportunity to negotiate with respect to the limitations of these General Terms and understands and agrees that if those sections were not included herein the fees for the Services provided in connection with this Agreement would be significantly higher. Client further acknowledges that it is a sophisticated party with experience in the acquisition of design services.
21. To the extent permitted by law, Mead & Hunt, Inc. disclaims any duty to defend Client. Client agrees that it shall not tender the defense of any claim arising out of or related to this Agreement to Mead & Hunt, Inc.
22. If any term or provision of this Agreement is held unenforceable, then such provision will be modified to reflect the parties' intention. All remaining provisions of this Agreement shall remain in full force. The various terms, provisions, and covenants herein contained shall be deemed to be separable and severable, and the invalidity or unenforceability of any of them shall in no manner affect or impair the validity or enforceability of the remainder hereof.
23. Nothing contained in this Agreement shall create a contractual relationship with a third party or a cause of action in favor of a third party against Mead & Hunt, Inc. Mead & Hunt, Inc.'s Services under this Agreement are being performed solely for Client's benefit, and no other party or entity shall have any claim against Mead & Hunt, Inc. because of this Agreement or the performance or nonperformance of Services hereunder.
24. The General Terms and this Agreement shall be construed and interpreted in accordance with the laws of the state of Wisconsin. No action may be brought except in the state of Wisconsin.
25. Failure of Mead & Hunt, Inc. to insist upon strict conformance of the provisions of this Agreement shall not constitute a waiver of any of the provisions hereof or a waiver of any of the technical requirements, or a waiver of any default provision. Except as may be otherwise expressly stated, the remedies provided herein shall be non-exclusive and in addition to any other remedies in law or equity. A waiver of a breach of any provision of this Agreement shall not constitute a waiver of any subsequent breach of such provision. No waiver of compliance with any provision or condition hereof shall be effective unless agreed in writing duly executed by the waiving party.
26. Neither party shall hold the other responsible for damages or delays in performance caused by Force Majeure or other events beyond the control of the other party and which could not reasonably have been anticipated or prevented. For purposes of this Agreement, Force Majeure shall include, but not necessarily be limited to, adverse weather conditions, floods, epidemics, pandemics, war, riot, civil unrest, strikes, lockouts and other industrial disturbances; unknown site conditions, accidents, sabotage, fire, loss of permits, failure to obtain permits; court orders; acts of God; acts, orders, laws or regulations of any governmental agency. Should such acts or events occur, the parties to this Agreement shall mutually agree on the terms and conditions upon which the Services may be continued. Failing achievement of such an agreement, either party may terminate this Agreement in accordance with Section 12.
27. This Agreement contains the entire understanding between the parties on the subject matter hereof and no representations, inducements, promises or agreements not embodied herein shall be of any force or effect, and this Agreement supersedes any other prior understanding entered into between the parties on the subject matter hereof. No waiver of compliance with any provision or condition hereof shall be effective unless agreed in writing duly executed by the waiving party. Nothing contained in this Agreement shall create a contractual relationship with a third party or a cause of action in favor of a third party against Mead & Hunt, Inc. This Agreement may be executed in any number of counterparts with the same effect as if all Parties hereto had signed the same document. All counterparts shall be construed together and shall constitute one agreement. Counterparts may be delivered via facsimile, electronic mail (including pdf or any electronic signature complying with the U.S. federal ESIGN Act of 2000, e.g., www.docusign.com) or other transmission method and any counterpart so delivered shall be deemed to have been duly and validly delivered and be valid and effective for all purposes.



AGENDA ITEM

DATE OF MEETING: November 7, 2023

TITLE: Nabanois Paving from Old Onaway Road to the Boat dock entrance

SUMMARY: 7 of 8 property owners along Nabanois have petitioned the township to pave the road. The current estimate is \$55K plus \$3.5K for the Bond Counsel. The Road Commission has agreed to provide a grant of \$25K. The remainder will be funded with 10% from the township and from the property owners on the street and the back lot owners

FINANCIAL IMPACT: Township share will be approximately \$6K. A deposit of \$2K to the Road Commission is required immediately to secure the \$25K grant. The remainder would be paid upon completion next fiscal year.

MOTION: Authorize payment of \$2K to the Road Commission as the required down payment (refundable if required) and authorize bond counsel to prepare special assessment district (SAD) and required resolutions at a cost of \$3.5K payable next calendar year.

PREPARED BY: Supervisor

DEPT/BOARD/COMMISSION: Board of Trustees

ATTACHMENTS: Petitions

SPECIAL ASSESSMENT PETITION FOR ROAD IMPROVEMENTS

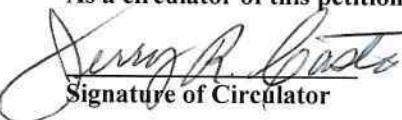
We the undersigned, are the record owners (person or persons, private or corporate possessed of the most recent fee title to the lands or of a land contract purchaser's interest in the lands as shown by the records of the Cheboygan County register of deeds) of lands in a proposed special assessment district to be situated in Section 19, Township of Tuscarora, Range T35N, R2W of Tuscarora Township, County of Cheboygan, Michigan, hereby petition the Township Board pursuant to the provisions of Act 188, Public Acts of Michigan, 1954, as amended, to acquire and construct road improvements consisting generally of asphalt paving of Nabanois Trail, for the aforesaid lands in the aforesaid district and to create and establish a special assessment district for the purpose of assessing the cost of said improvements on the properties in the district specially benefited thereby.

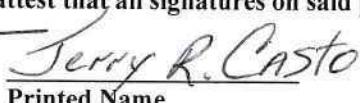
We, the petitioners, understand that the improvement shall be conducted in accordance with plans to be prepared, reviewed and approved by the Township Board, and that the costs thereof, including expenses connected with engineering and legal costs, will be assessed against parcels of land within the proposed district as determined by the Township Board in accordance with applicable laws of the State of Michigan.

(WARNING: SIGN ONLY YOUR NAME. EACH PERSON WHOSE NAME APPEARS ON THE REGISTER OF DEEDS' RECORDS AS OWNER OR LAND CONTRACT PURCHASER MUST SIGN IN ORDER FOR THE PETITION TO COUNT TOWARDS THE REQUIRED MORE THAN 50% TOTAL FRONTAGE UPON THE ROAD.)

<u>Address, lot number, or parcel</u>	<u>Date</u>	<u>Signature of Record Owner</u>
162-019-100-038-00	10-3-23	Gynthia Mauldin
162-019-100-037-00	10-3-23	Mailea Collins
162-019-100-039-00	10-3-23	Jerry R. Goots
162-141-004-026-00	10/21/23	Jerry W. Bush
162-019-100-039-00	10-3-23	Barbara J. Casto
162-141-004-031-00	10-18-23	Vera Palmer
162-141-004-028-00	10-28-23	Gloria Rose
162-141-004-025-00	10-28-23	Gloria Rose
162-141-004-026-00	10/21/23	Terry L. Bush
162-141-004-028-00	10/28/23	Alan Rose
162-141-004-025-00	10/28/23	Don Rose

As a circulator of this petition, I attest that all signatures on said petition were signed in my presence.


Signature of Circulator


Printed Name

3467 Wood St
Address

Indian River, MI
P.O. Box 652 49749

10-3-23
Date

Parcel Number	Name	Property Address	Property City	Zip	Mailing Address	Mailing City	St	Zip
162-141-004-031-00	PALMER REVOC LIVING TRUST	3457 NABANOIS TRL	INDIAN RIVER	49749	3457 NABANOIS TRL, PO BOX 397	INDIAN RIVER	MI	49749
162-141-004-026-00	BURR, GARY M SR & TERRI H/W	3405 NABANOIS TRL	INDIAN RIVER	49749	3117 SETTING SUN BLVD	SAGINAW	MI	48603-5211
162-141-004-028-00	ROSE, GLENN & GLORIA H/W	3419 NABANOIS TRL	INDIAN RIVER	49749	718 E TYLER	ALMA	MI	48801 Lot 1
162-141-004-025-00	ROSE, GLENN & GLORIA H/W	3419 NABANOIS TRL	INDIAN RIVER	49749	718 E TYLER	ALMA	MI	48801 Lot 2
162-141-004-015-00	BAHMER, SUSAN, & ROBERT W SOEDER	3398 HAMMERSLY RD	INDIAN RIVER	49749	790 NORTH CREEK DR	PAINESVILLE	OH	44077
162-019-100-039-00	CASTO, JERRY RAY & BARBARA H/W,	3467 WOOD ST	INDIAN RIVER	49749	PO BOX 652	INDIAN RIVER	MI	49749
162-019-100-038-00	MAULDON, CYNTHIA	3459 WOOD ST	INDIAN RIVER	49749	2346 IVES RD.	LESLIE	MI	49251
162-019-100-037-00	COLLINS, MARILYN L. L/E	3451 WOOD ST	INDIAN RIVER	49749	3451 WOOD ST, PO BOX 825	INDIAN RIVER	MI	49749

A RESOLUTION TO HONOR THE PUBLIC SERVICE OF RICHARD J. KOLB

Township of Tuscarora
County of Cheboygan, State of Michigan

Minutes of a meeting of the Township Board of the Township of Tuscarora, County of Cheboygan, State of Michigan, held in the Township on November 7, 2023, at 7:00 p.m.

PRESENT: Members: _____

ABSENT: Members: _____

The following resolution were offered by Member _____ and supported by Member _____:

Resolution

Whereas, Richard J. Kolb was born March 19th, 1935, in Wyandotte Michigan and passed away at the age of 88 on October 13, 2023.

Whereas, the Board of Trustees acknowledges Richard J. Kolb's twenty nine years of faithful service on the Tuscarora Township Fire Department as well as his service as a member of the Tuscarora Township Parks Commission.

Whereas, Richard J. Kold remained active in philanthropic causes within the community, including The 100 Club, Cross in the Woods Church, Knights of Columbus and Kiwanis Club.

Whereas, Richard J. Kolb was especially fond of children in the area, anonymously donating funds to be used for the benefit of children.

Therefore, be it resolved, the Tuscarora Township Board of Trustees, wishes to acknowledge, honor and thank RICHARD J. KOLB for his dedication to the Tuscarora Township Community.

His memory shall not be forgotten.

AYES: Members: _____

NAYS: Members: _____

RESOLUTION DECLARED _____.

Jay Reidsma
Township Clerk

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Township Board of the Township of Tuscarora, County of Cheboygan, Michigan, at a regular meeting held on November 7, 2023, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Jay Reidsma
Township Clerk