



Board of Trustees

William J. Fountain, Supervisor Matthew J. Germane, Trustee
Larry N. Ciofu, Clerk Summer L. McMullen, Trustee
Kathleen A. Horning, Treasurer Denise M. O'Connell, Trustee
Joseph M. Petrucci, Trustee

Board of Trustees Regular Meeting Agenda

Online Via WebEx at: <https://hartlandtownship-214.my.webex.com/hartlandtownship-214.my/j.php?MTID=me04f036c2b28030c953596ed38bbd849>

Tuesday, February 16, 2021

7:00 PM

1. Call to Order
 2. Pledge of Allegiance
 3. Roll Call
 4. Approval of the Agenda
 5. Call to the Public
 6. Approval of the Consent Agenda
 - a. Approve Post Audit of Disbursements Between Board Meetings
 - b. Approve Payment of Bills
 - c. Approve 2/2/21 Regular Meeting Minutes
 - d. Approve Fund Closures and Surplus Transfers
 - e. General Fund transfer to Capital Projects per FY21 Budget (\$513,148)
 7. Pending & New Business
 - a. Resolution - Hartland Emergency Support Operations Plan
 - b. Resolution – Fire Millage Resolution
 - c. Resolution - 2020 Water and Sewer Surcharge Fee Waiver
 8. Board Reports
- [BRIEF RECESS]
9. Information / Discussion
 - a. Manager's Report
 - b. Budget Discussion: General Fund
 10. Adjournment

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Susan Case, Finance Clerk

Subject: Approve Post Audit of Disbursements Between Board Meetings

Date: February 9, 2021

Recommended Action

Move to approve the presented disbursements under the post-audit resolution.

Discussion

The following disbursements have been made since the last board meeting:

Accounts Payable – \$3,354.09

February 11, 2021 Payroll - \$61,205.21

Financial Impact

Is a Budget Amendment Required? Yes No

All expenses are covered under the amended FY21 budget.

Attachments

Post Audit Bills List 02.01.2021

Post Audit Bills List 02.08.2021

Payroll for 02.11.2021

02/08/2021 12:21 PM
User: SUSANC
DB: Hartland

CHECK DISBURSEMENT REPORT FOR HARTLAND TOWNSHIP
CHECK DATE FROM 02/01/2021 - 02/01/2021

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/01/2021	FOA	40962	CONSUMERS ENERGY	UTILITIES - GAS	101-265-920.001	721.92
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		721.92
--- GL TOTALS ---						
101-265-920.001			UTILITIES - GAS		721.92	
			TOTAL		721.92	

02/08/2021 12:22 PM
User: SUSANC
DB: Hartland

CHECK DISBURSEMENT REPORT FOR HARTLAND TOWNSHIP
CHECK DATE FROM 02/08/2021 - 02/08/2021

Check Date	Bank	Check #	Payee	Description	GL #	Amount
02/08/2021	FOA	40963	ECONO PRINT	TAX PREPARATION	101-209-811.000	2,632.17
			TOTAL - ALL FUNDS	TOTAL OF 1 CHECKS		2,632.17
--- GL TOTALS ---						
101-209-811.000			TAX PREPARATION			2,632.17
			TOTAL			2,632.17

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Susan Case, Finance Clerk

Subject: Approve Payment of Bills

Date: February 9, 2021

Recommended Action

Move to approve the bills as presented for payment.

Discussion

Bills presented total \$168,205.38. The bills are available in the Finance office for review.

Notable invoices include:

\$160,486.03 – Livingston County Drain Commission – (Jan 2021 Sewer O&M, Livingston County Watershed Group Allocation of Shared Cost)

Financial Impact

Is a Budget Amendment Required? Yes No

All expenses are covered under the amended FY21 budget.

Attachments

Bills for 02.16.2021

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
ACROBAT 44626 01/05/2021	ADOBE ACROBAT PRO SUBS ,	01/05/2021 02/16/2021 / / 02/16/2021	1325554280 0.0000	FOA N N N	JANUARY 2021	15.89 0.00 15.89

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-740.000	OPERATING SUPPLIES	15.89

VENDOR TOTAL: 15.89

AMAZON.COM 44619 01/03/2021	AMAZON.COM ,	01/03/2021 02/16/2021 / / 02/16/2021	010321 0.0000	FOA N N N	CALCULATOR INK	3.99 0.00 3.99
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-253-727.000	SUPPLIES & POSTAGE	3.99

AMAZON.COM 44635 01/20/2021	AMAZON.COM ,	01/20/2021 02/16/2021 / / 02/16/2021	113-9855397-7653 0.0000	FOA N N N	CAMERA SCREEN PROTECTOR, CAMERA CASE	287.58 0.00 287.58
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-400-727.000	SUPPLIES & POSTAGE	287.58

AMAZON.COM 44628 01/26/2021	AMAZON.COM ,	01/26/2021 02/16/2021 / / 02/16/2021	114-0444679-2179 0.0000	FOA N N N	LAMINATOR	45.99 0.00 45.99
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-299-727.000	SUPPLIES & POSTAGE	45.99

AMAZON.COM 44620 01/04/2021	AMAZON.COM ,	01/04/2021 02/16/2021 / / 02/16/2021	114-0850634-8498 0.0000	FOA N N N	DISH DRAINER RACK SET, DISINFECTING	42.35 0.00 42.35
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-740.000	OPERATING SUPPLIES	42.35

AMAZON.COM 44623 01/13/2021	AMAZON.COM ,	01/13/2021 02/16/2021 / / 0.0000	114-1486626-4310 0.0000	FOA N N	LIGHT BULBS	14.49 0.00
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Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount

		02/16/2021		N		14.49
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Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-740.000	OPERATING SUPPLIES	14.49

AMAZON.COM	AMAZON.COM	01/10/2021	114-4233648-5422	FOA	HDMI TO COMPOSITE S-VIDEO SCALER	
44615		02/16/2021		N		209.99
01/10/2021	,	/ /	0.0000	N		0.00
		02/16/2021		N		209.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-970.000	CAPITAL OUTLAY	209.99

AMAZON.COM	AMAZON.COM	01/11/2021	114-4508140-6506	FOA	FLASH DRIVES, THUMB DRIVES, ZIP DRIV	
44622		02/16/2021		N		52.02
01/11/2021	,	/ /	0.0000	N		0.00
		02/16/2021		N		52.02

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-299-727.000	SUPPLIES & POSTAGE	52.02

AMAZON.COM	AMAZON.COM	01/19/2021	114-5492446-9788	FOA	FOREHEAD THERMOMETER	
44624		02/16/2021		N		25.99
01/19/2021	,	/ /	0.0000	N		0.00
		02/16/2021		N		25.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-740.000	OPERATING SUPPLIES	25.99

AMAZON.COM	AMAZON.COM	01/07/2021	114-6243243-6010	FOA	THERMAL LAMINATING POUCHES	
44621		02/16/2021		N		12.89
01/07/2021	,	/ /	0.0000	N		0.00
		02/16/2021		N		12.89

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-299-727.000	SUPPLIES & POSTAGE	12.89

AMAZON.COM	AMAZON.COM	01/13/2021	114-9868435-8397	FOA	MINUTE PAPER	
44613		02/16/2021		N		61.89
01/13/2021	,	/ /	0.0000	N		0.00
		02/16/2021		N		61.89

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-215-727.000	SUPPLIES & POSTAGE	61.89

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount

AMAZON.COM	AMAZON.COM	01/01/2021	122920	FOA	CALCULATOR INK ROLLS	
44618		02/16/2021		N		7.07
12/29/2020	,	/ /	0.0000	N		0.00
		02/16/2021		N		7.07

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-253-727.000	SUPPLIES & POSTAGE	7.07

AMAZON.COM	AMAZON.COM	01/01/2021	123120	FOA	LIGHT BULBS	
44629		02/16/2021		N		0.00
12/31/2020	,	/ /	0.0000	N		0.00
		02/16/2021		N		0.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-740.000	OPERATING SUPPLIES	58.22
101-265-740.000	OPERATING SUPPLIES	(58.22)
		<u>0.00</u>

VENDOR TOTAL: 764.25

BAMCO	BAMCO INSTAHITCH	01/11/2021	011121	FOA	HITCH	
44611		02/16/2021		N		239.00
01/11/2021	,	/ /	0.0000	N		0.00
		02/16/2021		N		239.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
401-000-970.000	CAPITAL OUTLAY - GENERAL	239.00

VENDOR TOTAL: 239.00

CINTAS	CINTAS CORPORATION	02/08/2021	4075272021	FOA	MATS	
44650	P.O. BOX 630910	02/16/2021		N		40.29
02/08/2021	CINCINNATI OH, 45263	/ /	0.0000	N		0.00
		02/16/2021		N		40.29

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-801.000	CONTRACTED SERVICES	40.29

VENDOR TOTAL: 40.29

CISCO	CISCO SYSTEMS, INC	01/03/2021	161-00120647	FOA	1/3/21 - 2/2/21 WEBEX	
44631		02/16/2021		N		15.85
01/03/2021	,	/ /	0.0000	N		0.00
		02/16/2021		N		15.85

Open

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount

GL NUMBER	DESCRIPTION	AMOUNT
577-000-946.000	PEG SERVER & SOFTWARE RENTAL	15.85
CISCO	CISCO SYSTEMS, INC	01/15/2021 161-00131495 FOA 1/15/21 - 2/14/21 WEBEX
44632		02/16/2021 N 15.85
01/15/2021	,	/ / 0.0000 N 0.00
		02/16/2021 N 15.85

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-946.000	PEG SERVER & SOFTWARE RENTAL	15.85

VENDOR TOTAL: 31.70

GL NUMBER	DESCRIPTION	AMOUNT
CLEVERBRID	CLEVERBRIDGE	01/05/2021 73634420850 FOA NITRO PRODUCTIVITY SUITE
44638		02/16/2021 N 159.00
01/05/2021	,	/ / 0.0000 N 0.00
		02/16/2021 N 159.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-727.000	SUPPLIES & POSTAGE	159.00

VENDOR TOTAL: 159.00

GL NUMBER	DESCRIPTION	AMOUNT
COMCAST	COMCAST CABLE	01/03/2021 010321 FOA JANUARY 2021 PHONE/INTERNET @ WTP
44605	P.O. BOX 7500	02/16/2021 N 182.50
01/03/2021	SOUTHEASTERN PA, 19398-7500	/ / 0.0000 N 0.00
		02/16/2021 N 182.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-851.000	TELEPHONE	66.26
536-000-805.000	INTERNET	116.24
		182.50

GL NUMBER	DESCRIPTION	AMOUNT
COMCAST	COMCAST CABLE	01/06/2021 010621 FOA JANUARY 2021 INTERNET/CABLE @ TWP HA
44606	P.O. BOX 7500	02/16/2021 N 269.98
01/06/2021	SOUTHEASTERN PA, 19398-7500	/ / 0.0000 N 0.00
		02/16/2021 N 269.98

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-805.000	INTERNET	178.35
577-000-806.000	CABLE TV FEES	91.63
		269.98

VENDOR TOTAL: 452.48

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		

DOUGIES	DOUGIE'S DISPOSAL & RECYCLING	02/01/2021	79558	FOA	FEBRUARY 2021 TRASH PICK UP AT PARKS	
44598	PO BOX 241	02/16/2021		N		300.00
02/01/2021	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		02/16/2021		Y		300.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-801.000	CONTRACTED SERVICES	300.00

VENDOR TOTAL: 300.00

0071	DTE ENERGY-STREET LIGHTS	01/31/2021	200132689994	FOA	JANUARY 2021 - STREETLIGHTS INCL MIL	
44649		02/16/2021		N		1,371.00
	P.O. BOX 630795	/ /	0.0000	N		0.00
01/31/2021	CINCINNATI OH, 45263-0795	02/16/2021		N		1,371.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-448-921.000	STREET LIGHTS	1,090.00
701-000-290.400	MILPOINT STREET LIGHT ESCROW	258.71
701-000-290.410	FIDDLERS GROVE STREETLIGHT	22.29
		1,371.00

VENDOR TOTAL: 1,371.00

EAGLETON	EAGLETON SEPTIC	01/08/2021	010821	FOA	PUMP 1000 GAL TANK @ 11945 MAXFIELD	
44637	P.O. BOX 788	02/16/2021		N		343.20
01/08/2021	HIGHLAND MI, 48357	/ /	0.0000	N		0.00
		02/16/2021		N		343.20

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-000-801.000	CONTRACTED SERVICES	343.20

VENDOR TOTAL: 343.20

GODADDY	GO DADDY	01/11/2021	1805104164	FOA	HARTLANDWATER.COM 1 MONTH RENEWAL	
44627		02/16/2021		N		24.99
01/11/2021	,	/ /	0.0000	N		0.00
		02/16/2021		N		24.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-900.000	PRINTING & PUBLICATIONS	24.99

VENDOR TOTAL: 24.99

0150	HARTLAND CONSOLIDATED SCHOOLS	02/03/2021	172694	FOA	JANUARY 2021 FUEL	
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Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
		Due Date		1099		
44651	9525 E HIGHLAND ROAD	02/16/2021		N		126.27
02/03/2021	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/16/2021		N		126.27

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-860.000	GASOLINE	85.21
101-239-860.000	GASOLINE	41.06
		126.27

VENDOR TOTAL: 126.27

HUBBELROTH	HUBBELL, ROTH & CLARK, INC.	02/01/2021	178556	FOA	M59 SAFETY PATH PLANS/SPECS THRU 4/4	
44599	PO BOX 824	02/16/2021		N		436.00
04/16/2020	BLOOMFIELD HILLS MI, 48303-0824	/ /	0.0000	N		0.00
		02/16/2021		Y		436.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
401-444-969.005	SIDEWALKS	436.00

VENDOR TOTAL: 436.00

1120	KIZCAM	02/01/2021	17527	FOA	WINDOW ENVELOPES	
44596	3280 W GRAND RIVER	02/16/2021		N		153.63
10/21/2020	HOWELL MI, 48855	/ /	0.0000	N		0.00
		02/16/2021		N		153.63

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-299-727.000	SUPPLIES & POSTAGE	153.63

VENDOR TOTAL: 153.63

2909	LIVINGSTON CTY.DRAIN COMMISSIO	01/29/2021	3306	FOA	JAN 2021 SEWER SYSTEM O&M	
44597	2300 E. GRAND RIVER	02/16/2021		N		160,237.60
	STE. 105					
01/29/2021	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/16/2021		N		160,237.60

Open

GL NUMBER	DESCRIPTION	AMOUNT
590-000-801.008	LCDC CONTRACT SERVICES	160,237.60

2909	LIVINGSTON CTY.DRAIN COMMISSIO	02/03/2021	3320	FOA	LCDC ALLOCATION OF SHARED COST - LIV	
44646	2300 E. GRAND RIVER	02/16/2021		N		248.43
	STE. 105					
02/03/2021	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/16/2021		N		248.43

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-465-956.000	MISCELLANEOUS	248.43

VENDOR TOTAL: 160,486.03

MASTERS	MASTERS TELECOM LLC	01/24/2021	8199	FOA	MONTHLY EFAX SERVICE	
44633		02/16/2021		N		17.95
01/24/2021	,	/ /	0.0000	N		0.00
		02/16/2021		N		17.95

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-851.000	TELEPHONE	17.95

VENDOR TOTAL: 17.95

MEIJER	MEIJER	01/07/2021	010721	FOA	LATCH BOX, BINDER	
44612	2160 HARTLAND RD	02/16/2021		N		21.15
01/07/2021	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		02/16/2021		N		21.15

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-191-727.000	SUPPLIES & POSTAGE	21.15

MEIJER	MEIJER	01/18/2021	011821	FOA	PHOTO FRAME	
44617	2160 HARTLAND RD	02/16/2021		N		6.00
01/18/2021	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		02/16/2021		N		6.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-727.000	SUPPLIES/POSTAGE	6.00

MEIJER	MEIJER	01/01/2021	122820	FOA	MENS PANTS FOR K MITCHELL	
44610	2160 HARTLAND RD	02/16/2021		N		43.98
12/28/2020	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		02/16/2021		N		43.98

Open

GL NUMBER	DESCRIPTION	AMOUNT
536-000-719.100	UNIFORMS/CLOTHING ALLOWANCE	43.98

MEIJER	MEIJER	01/01/2021	122920	FOA	RETURN MENS PANTS FOR K MITCHELL	
44609	2160 HARTLAND RD	02/16/2021		N		(43.98)
12/29/2020	HARTLAND MI, 48353	/ /	0.0000	N		0.00
		02/16/2021		N		(43.98)

Open

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount

GL NUMBER	DESCRIPTION	AMOUNT
536-000-719.100	UNIFORMS/CLOTHING ALLOWANCE	(43.98)

VENDOR TOTAL: 27.15

0284	MICHIGAN ASSESSORS ASSOCIATION	01/14/2021	011421	FOA	WEBINAR FOR J HEASLIP	
44607	P.O. BOX 638	02/16/2021		N		42.00
01/14/2021	GRAND LEDGE MI, 48837	/ /	0.0000	N		0.00
		02/16/2021		Y		42.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-209-957.000	EDUCATION/TRAINING/CONVENTION	42.00

0284	MICHIGAN ASSESSORS ASSOCIATION	01/18/2021	011821	FOA	WEBINAR FOR L JOHNSON	
44608	P.O. BOX 638	02/16/2021		N		42.00
01/18/2021	GRAND LEDGE MI, 48837	/ /	0.0000	N		0.00
		02/16/2021		Y		42.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-209-957.000	EDUCATION/TRAINING/CONVENTION	42.00

VENDOR TOTAL: 84.00

6645	MICHIGAN MUNICIPAL LEAGUE	01/21/2021	012121	FOA	2021 DUES FOR PROJECT COORDINATOR	
44616	P.O. BOX 7409	02/16/2021		N		145.00
01/21/2021	ANN ARBOR MI, 48107-7409	/ /	0.0000	N		0.00
		02/16/2021		N		145.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-804.000	MEMBERSHIP & DUES	145.00

6645	MICHIGAN MUNICIPAL LEAGUE	01/21/2021	1/21/21	FOA	2021 DUES FOR R. WEST	
44636	P.O. BOX 7409	02/16/2021		N		72.50
01/21/2021	ANN ARBOR MI, 48107-7409	/ /	0.0000	N		0.00
		02/16/2021		N		72.50

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-804.000	MEMBERSHIP & DUES	72.50

VENDOR TOTAL: 217.50

OVERHEADD0	OVERHEAD DOOR WEST COMMERCIAL, INC.	01/31/2021	34285	FOA	SERVICE CALL @ STATION 61 - DOOR NOT	
44645	4680 HATCHERY RD	02/16/2021		N		438.50
01/31/2021	WATERFORD MI, 48329	/ /	0.0000	N		0.00
		02/16/2021		N		438.50

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount

Open

GL NUMBER	DESCRIPTION	AMOUNT
206-000-930.003	REPAIRS & MAINTENANCE BLD&GRDS	438.50

VENDOR TOTAL: 438.50

1180	PETER'S TRUE VALUE HARDWARE	02/02/2021	56384	FOA	GARBAGE BAGS	
44630	3455 W. HIGHLAND ROAD	02/16/2021		N		13.99
02/02/2021	MILFORD MI, 48380	/ /	0.0000	N		0.00
		02/16/2021		N		13.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-751-930.000	REPAIRS & MAINTENANCE	13.99

1180	PETER'S TRUE VALUE HARDWARE	02/04/2021	K56416	FOA	KEYS	
44639	3455 W. HIGHLAND ROAD	02/16/2021		N		24.38
02/04/2021	MILFORD MI, 48380	/ /	0.0000	N		0.00
		02/16/2021		N		24.38

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-441-740.000	OPERATING SUPPLIES	24.38

VENDOR TOTAL: 38.37

RBL	REALITY-BASED LEADERSHIP	01/01/2021	122820	FOA	JANUARY 2021	
44604		02/16/2021		N		27.00
12/28/2020	,	/ /	0.0000	N		0.00
		02/16/2021		N		27.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-192-957.000	EDUCATION/TRAINING/CONVENTION	27.00

VENDOR TOTAL: 27.00

SMS	SELECTION MGMT SYSTEMS	01/18/2021	425157	FOA	BACKGROUND RESEARCH	
44634		02/16/2021		N		126.00
01/18/2021	,	/ /	0.0000	N		0.00
		02/16/2021		N		126.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-172-801.000	CONTRACTED SERVICES	126.00

VENDOR TOTAL: 126.00

SHUTTERSTO	SHUTTERSTOCK.COM	01/17/2021	011721	FOA	FEBRUARY 2021	
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Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount
44625		02/16/2021		N		29.00
01/17/2021	,	/ /	0.0000	N		0.00
		02/16/2021		N		29.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-577-801.000	CONTRACTED SERVICES	29.00
VENDOR TOTAL:		<u>29.00</u>

STAPLES	STAPLES	01/30/2021	8061146513	FOA	MISC SUPPLIES	
44601	PO BOX 660409	02/16/2021		N		500.02
01/30/2021	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		02/16/2021		N		500.02

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-740.000	OPERATING SUPPLIES	(54.04)
101-299-727.000	SUPPLIES & POSTAGE	72.99
101-299-727.000	SUPPLIES & POSTAGE	399.90
101-265-740.000	OPERATING SUPPLIES	42.56
101-265-740.000	OPERATING SUPPLIES	38.61
<u>500.02</u>		

STAPLES	STAPLES	02/06/2021	8061232466	FOA	MISC SUPPLIES	
44648	PO BOX 660409	02/16/2021		N		109.13
02/06/2021	DALLAS TX, 75266-0409	/ /	0.0000	N		0.00
		02/16/2021		N		109.13

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-265-740.000	OPERATING SUPPLIES	39.43
101-299-727.000	SUPPLIES & POSTAGE	27.14
101-265-740.000	OPERATING SUPPLIES	42.56
<u>109.13</u>		

VENDOR TOTAL: 609.15

1236	STAPLES CREDIT PLAN	01/27/2021	33309	FOA	1099-NEC FORMS	
44647	DEPT. 51-7820350303	02/16/2021		N		31.99
	PO BOX 78004					
01/27/2021	PHOENIX AZ, 85062	/ /	0.0000	N		0.00
		02/16/2021		N		31.99

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-192-727.000	SUPPLIES & POSTAGE	31.99

Vendor Code	Vendor name	Post Date	Invoice	Bank	Invoice Description	Gross Amount
Ref #	Address	CK Run Date	PO	Hold		Discount
Invoice Date	City/State/Zip	Disc. Date	Disc. %	Sep CK		Net Amount

VENDOR TOTAL: 31.99

EGLE	STATE OF MICHIGAN	02/01/2021	761-10607431	FOA	2021 STORM WATER ANNUAL PERMIT FEE	
44595	EGLE-SWPF CASHIERS OFFICE	02/16/2021		N		500.00
	P.O. BOX 30657					
02/01/2021	LANSING MI, 48909-8157	/ /	0.0000	N		0.00
		02/16/2021		N		500.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-465-956.000	MISCELLANEOUS	500.00

VENDOR TOTAL: 500.00

ONESTOP	THE ONE STOP SHOP	01/12/2021	011221	FOA	OVERNIGHT ICMA CHECKS	
44602	9552 E HIGHLAND RD	02/16/2021		N		95.00
01/12/2021	HOWELL MI, 48843	/ /	0.0000	N		0.00
		02/16/2021		Y		95.00

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-299-727.000	SUPPLIES & POSTAGE	95.00

VENDOR TOTAL: 95.00

STAMP	THE STAMPMAKER.COM	01/19/2021	011921	FOA	SELF INKING RUBBER STAMP	
44603		02/16/2021		N		51.36
01/19/2021	,	/ /	0.0000	N		0.00
		02/16/2021		N		51.36

Open

GL NUMBER	DESCRIPTION	AMOUNT
101-253-727.000	SUPPLIES & POSTAGE	51.36

VENDOR TOTAL: 51.36

VERIZON	VERIZON WIRELESS	01/01/2021	9869231828	FOA	11/16 - 12/15/20	
44614	P.O. BOX 15062	02/16/2021		N		968.68
12/15/2020	ALBANY NY, 12212-5062	/ /	0.0000	N		0.00
		02/16/2021		N		968.68

Open

GL NUMBER	DESCRIPTION	AMOUNT
577-000-801.000	CONTRACTED SERVICES & RENTALS	451.44
101-265-851.000	TELEPHONE	517.24

968.68

VENDOR TOTAL: 968.68

TOTAL - ALL VENDORS: 168,205.38

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Larry Ciofu, Clerk

Subject: 02-02-2021 Hartland Township Board Regular Meeting Minutes

Date: February 9, 2021

Recommended Action

Move to approve the Hartland Township Board Regular Meeting minutes of February 2, 2021.

Discussion

Draft minutes are attached for review

Financial Impact

None.

Attachments

2-2-2021 HTB Minutes – DRAFT

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES
February 02, 2021 – 7:00 PM

DRAFT

This meeting was a virtual meeting held in compliance with Public Act 254 of 2020, and the Department of Health and Human Resources Emergency Order of January 22, 2021 under MCL 333.2253

1. Call to Order

The meeting was called to order by Supervisor Fountain at 7:00 p.m.

2. Pledge of Allegiance

3. Roll Call

PRESENT: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane, Trustee McMullen, Trustee O'Connell, Trustee Petrucci
ABSENT: None

4. Approval of the Agenda

Move to approve the agenda for the February 2, 2021 Hartland Township Board meeting as presented.

Motion made by Treasurer Horning, Seconded by Trustee Petrucci

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

5. Call to the Public

No one came forward.

6. Approval of the Consent Agenda

Move to approve the consent agenda for the February 2, 2021 Hartland Township Board meeting as presented.

Motion made by Trustee Petrucci, Seconded by Trustee O'Connell

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

- a. Approve Post Audit of Disbursements Between Board Meetings
- b. Approve Payment of Bills
- c. Approve 1/19/21 Regular Meeting Minutes
- d. 2021 Hartland Consolidated School District Election Agreement
- e. 2021 Livingston Educational Service Agency (LESA) Intermediate School District Election Agreement

7. Pending & New Business

- a. Resolution – 2021 Poverty Exemption Guidelines and Policy

Township Assessor Jim Heaslip stated we are required to annually approve the Poverty Exemption Guidelines and Poverty Income Rates that are approved by the Federal government

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

February 02, 2021 – 7:00 PM

and State Tax Commission. The 2020 poverty rates are to be used for the 2021 tax year. He then provided a brief overview of the changes required by the Public Act 253 of 2020. The Act clarifies the federal income poverty levels used for municipalities across the state and requires that the policies and guideline are on our website, which we have always done. The Act does remove the ability of the Board of Review to grant an exemption under substantial and compelling reasons, such as extensive medical expenses. Exemptions can only be made on the income level of the home and exemptions can only be granted for 100%, 50% or 25%, but they do not apply to assessments. Assessor Heaslip also stated the Act states that if there was an exemption in place for 2019 or 2020, we can carry that forward, due to the pandemic, to 2021, if we adopt this resolution. A provision is allowed under the Act to carry forward the exemption for three years, which Assessor Heaslip did not feel was reasonable and it was not included in the resolution. Anyone can still come in, on an annual basis, and apply for the exemption at any of our Board of Review meetings. Clerk Ciofu inquired as to the audit requirements of the Act and Assessor Heaslip stated that the State will be issuing the audit guidelines, which they have not done yet. Trustee Germane requested clarification of the exemption rollover to 2021 and Assessor Heaslip provided an example to clarify.

Move to approve the resolution adopting the 2021 poverty exemption guidelines and policy. Also, to allow the Board of Review to extend the exemption for 2021 to applicants that meet the requirements as noted in Public Act 253 of 2020.

Motion made by Clerk Ciofu, Seconded by Trustee Germane

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

8. Board Reports

Treasurer Horning - no report.

Trustee Germane - Stated that the HERO Teen Center Board is requesting that we proceed with the installation of the furnace and the water line to the greenhouse at the Teen Center. These utilities will be drawn off the Teen Center building. This was anticipated when the grant was received to purchase the greenhouse and the greenhouse was placed in a location that would minimize the connection costs for these utilities. These costs will be borne by the Teen Center.

Trustee McMullen - no report

Trustee O'Connell - no report

Trustee Petrucci - no report

Clerk Ciofu - no report.

Supervisor Fountain - no report.

[BRIEF RECESS]

9. Information / Discussion

a. Manager's Report

Manager West reported that the Water Main Extension Project is out for bid. This process was facilitated by HRC and bids will be out for 4 to 5 weeks. Bids will be submitted to the Hartland Township Clerk and a bid opening will be held on the due date. The Livingston County Support Emergency Operations Plan is due for renewal for another four years. This is a

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

February 02, 2021 – 7:00 PM

document that delegates who the county would contact in the occurrence of an emergency situation. It has been updated by the Township and the County will be coordinating the signatures on this document. This will be coming back to the Board for approval at a future meeting. Manager West stated that he is now a Member of the Livingston County Board of Public Works. Manager West gave a brief update on the remaining FY22 budget process. We will be discussing the Water and Sewer budgets tonight and we will further discuss the General Fund budget, along with the Capital Improvement Plan (CIP), at the next meeting. At the first meeting in March, we will review the Hartland Deerfield Fire Authority budget with Fire Chief Adam Carroll, and the formal adoption of the entire budget will be scheduled for the second meeting in March.

b. FY22 & FY23 Draft Water & Sewer Budgets

Manager West gave a brief overview of the 536 Water System Fund budget, the 537 Water Debt Service Fund Budget, and the 539 Water Replacement Fund budget and responded to questions from the Board. Clerk Ciofu inquired as to the 536 Water Usage Metered line item as being from the approved rate study, which was indicated as being low, but not adjusted upward. Manager West stated that we were taking a conservative approach on this matter even though we think it may be higher than the budgeted amount. Clerk Ciofu also inquired as to the amount in the ending overall Water System Funds balance as to the adequacy of the amount. It was explained by Manager West and Finance Director Susan Dryden-Hogan that there are assets included in this fund and that if you look at each fund separately, the 536 Fund balance is one times expenses which is good, the 537 Fund Balance will be closed out in FY23, once the final bond payment is made, and the 539 Fund Balance is for major repairs to the Water system. A discussion will be held as to the amount that should be in this fund once the water main extension is completed. Trustee Germane inquired as to how the new water projects fit into this budget. Manager West responded that the new well geological testing is included as the first phase of the project, and that the new filter is to be included in the plan.

Manager West gave a brief overview of the 590 Sewer Operations & Maintenance Fund budget, the 591 Lake Tyrone 2015 Sewer SAD budget, the 595 2005 Sewer Exp Bonds budget, the 596 Forestbrook Hills Sewer SAD#1 budget, and the Hartland Twp Sewer SAD 22 budget and responded to questions from the Board. He stated the 590 Fund budget includes Intangible Assets that support the bonds for this fund and that the 595 Fund is where the assessment funds are collected and will continue through 2025. He also gave a brief description of the purpose of the 591 Fund, the 596 Fund and the 597 fund and the remaining assessment periods. Director Dryden-Hogan gave a brief overview of the accounting treatment for Enterprise Funds and stated that with the new Chart of Accounts all of these funds will be in one account in the future. Supervisor Fountain gave a brief overview of the purpose of the Boyle Model and where we are at today. Manager West and Director Dryden-Hogan stated that the Boyle Model was a living document and takes into account various scenarios and that the actual results are in good shape with regards to the Boyle Model projections.

Trustee Germane inquired as to whether the interest rate projections on the assessment funds will be affected by the new administration. Treasurer Horning stated there will not be any significant changes. He also inquired as to whether there were any future opportunities for refinancing some of the bonds. Director Dryden-Hogan stated that there is an opportunity to call one of the bonds in November, but that there were also current possibilities to refund it now with a taxable sale. Director Dryden-Hogan explained that the difference in interest rates between tax-exempt and taxable sales were very close, however, outstanding issues remain in the fund that would require disclosure that could impact the refunding. Trustee Germane

HARTLAND TOWNSHIP BOARD OF TRUSTEES REGULAR MEETING MINUTES

February 02, 2021 – 7:00 PM

inquired as to the 597 Fund, where we assisted residents in connecting to the water system if they were within 200' of the sewer system, would be available to residents that wished to connect now. Manager West stated that this was a one time situation to get as many residents to comply with the 200' foot requirement as possible at that time and would not be available any longer. Trustee Germane inquired as to why there was no Transfer to the Sewer Fund budgeted for FY22 in the 590 Fund, when the previous year was \$1.56MM. Director Dryden-Hogan stated that additional sources of funds from developers would be used for the FY22 Sewer bond payments and no transfer of funds would be needed. Trustee Germane inquired as to the projected use of the septage receiving station funds and whether there has been any further concerns from the County regarding the septage receiving station contract amount. Manager West stated the septage receiving station funds are factored into the Boyle Model and are a positive for potential refinancing of bonds in FY22 and that a brief discussion was held with the Livingston County Drain Commission (LCDC) regarding the septage receiving station contract issues but no progress is being made on the part of the LCDC. Treasurer Horning stated she will provide the Board with an updated schedule of the septage receiving station fund balance. Trustee Germane also inquired as to the status of the litigation with regards to Hartland Glen and Manager West stated that there is no further update at this time, but brief informal discussions have taken place between the parties. Supervisor Fountain stated he will be contacting the Tyrone Township Supervisor to suggest a meeting to discuss the overall sewer system issues.

10. Adjournment

Move to adjourn the meeting at 8:20 p.m.

Motion made by Trustee Germane, Seconded by Trustee Petrucci

Voting Yea: Supervisor Fountain, Clerk Ciofu, Treasurer Horning, Trustee Germane, Trustee McMullen, Trustee O'Connell, Trustee Petrucci

Voting Nay: None

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Susan Dryden-Hogan, Finance Director

Subject: Fund Closures and Surplus Transfers

Date: February 4, 2021

Recommended Action

Move to approve the closure of Hartland Shores Debt Service Fund (356), Millpointe Construction Fund (409) and Bullard Lake Road Construction (410) and transfer the surplus funds as of 2/28/2021 in the manner detailed below.

Discussion

The following funds can be closed out due for no additional financial activity and the surplus funds transferred appropriately.

Hartland Shores Debt Service Fund (356) was an SAD fund for the Hartland Shores Road Project. All special assessments have been collected and bond payments made. The fund has a surplus of approximately \$14,900, which should be transferred to the Capital Projects Fund (401), per our standard practice for completed road projects.

Millpointe Road Construction Fund (409) was created for the road paving project in Millpointe subdivision. All construction work has been completed and the surplus of approximately \$6,637 should be transferred to Millpointe Road Debt Service Fund (358) to support the bond payments, if needed. The bonds are payable through 2027.

Bullard Lake Road Construction Fund (410) is also a road paving project, funded by the Township, and was recently completed summer 2020. No further expenses are due and the surplus of approximately \$920 should be transferred to Bullard Lake Road Debt Service Fund (359) to support the annual installment payments to the Township, as needed.

Financial Impact

Is a Budget Amendment Required? Yes No

Attachments

Balance Sheets 356, 409, 410 @ 1/31/21

Fund 356 HARTLAND SHORES ROAD SAD

GL Number	Description	Balance
*** Assets ***		
356-000-001.000	H SHORES BOND FUND CHASE 293108573	14,899.62
Total Assets		14,899.62
*** Liabilities ***		
Total Liabilities		0.00
*** Fund Balance ***		
356-000-390.000	Fund Balance	14,886.59
Total Fund Balance		14,886.59
Beginning Fund Balance		14,886.59
Net of Revenues VS Expenditures		13.03
Ending Fund Balance		14,899.62
Total Liabilities And Fund Balance		14,899.62

Fund 409 MILLPOINTE ROAD CONSTRUCTION

GL Number	Description	Balance
*** Assets ***		
409-000-001.000	MILLPOINT CONSTRUCTION CASH	6,637.23
Total Assets		6,637.23
*** Liabilities ***		
Total Liabilities		0.00
*** Fund Balance ***		
409-000-390.000	Fund Balance	6,632.45
Total Fund Balance		6,632.45
Beginning Fund Balance		6,632.45
Net of Revenues VS Expenditures		4.78
Ending Fund Balance		6,637.23
Total Liabilities And Fund Balance		6,637.23

Fund 410 BULLARD LAKE ROAD CONSTRUCTION

GL Number	Description	Balance
*** Assets ***		
410-000-001.000	CHASE BULLARD LK CNSTRCTN	911.49
Total Assets		911.49
*** Liabilities ***		
Total Liabilities		0.00
*** Fund Balance ***		
410-000-390.000	Fund Balance	169,024.76
Total Fund Balance		169,024.76
Beginning Fund Balance		169,024.76
Net of Revenues VS Expenditures		(168,113.27)
Ending Fund Balance		911.49
Total Liabilities And Fund Balance		911.49

REVENUE AND EXPENDITURE REPORT

PERIOD ENDING 01/31/2021

GL NUMBER	DESCRIPTION	YTD BALANCE	2020-21	2020-21	YTD BALANCE	AVAILABLE	% BDGT
		01/31/2020	ORIGINAL BUDGET	AMENDED BUDGET	01/31/2021	BALANCE	USED
Fund 101 - GENERAL FUND							
Expenditures							
Dept 901 - APPROPRIATIONS-TRANSFER OUT							
101-901-999.000	APPROPRIATIONS SENIOR CITIZENS	22,000.00	22,000.00	22,000.00	22,000.00	0.00	100.00
101-901-999.002	APPROPRIATIONS COMMUNITY CENTER	20,000.00	20,000.00	20,000.00	20,000.00	0.00	100.00
101-901-999.209	TRANSFER TO CEM	25,000.00	25,000.00	25,000.00	0.00	25,000.00	0.00
101-901-999.401	TRANSFER OUT CAPITAL IMP	820,185.00	513,148.00	513,148.00	0.00	513,148.00	0.00
Total Dept 901 - APPROPRIATIONS-TRANSFER OUT		887,185.00	580,148.00	580,148.00	42,000.00	538,148.00	7.24
TOTAL EXPENDITURES		887,185.00	580,148.00	580,148.00	42,000.00	538,148.00	7.24
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		887,185.00	580,148.00	580,148.00	42,000.00	538,148.00	7.24
NET OF REVENUES & EXPENDITURES		(887,185.00)	(580,148.00)	(580,148.00)	(42,000.00)	(538,148.00)	7.24

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Robert M. West, Township Manager
Subject: Resolution - Hartland Emergency Support Operations Plan
Date: February 10, 2021

Recommended Action

Move to approve the resolution to adopt the 2021 Hartland Township Emergency Support Operations Plan.

Discussion

The Livingston County Emergency Management Department has provided notice the existing Hartland Township Support Emergency Operations Plan (completed in 2017) requires revisions and subsequent Board approval in 2021. The Support Emergency Operations Plan for Hartland Township is currently set to expire in late February of 2021. The plan, once approved by the Township Board, is good for 4 years, yet occasional updates will be made as needed. This plan is not made available to the public – but rather kept on file with the Livingston County Emergency Management Department, and will be used in the event of an emergency. The Plan focuses on the safety of our citizens through information, planning, and preparation for all emergency events and potential hazards.

The intent of the Support Emergency Operations Plan, which is requested by all municipalities within Livingston County, is to coordinate emergency response efforts to save lives, reduce injuries and preserve property. The Township’s Support Emergency Operations Plan is supplemental to the Livingston County Emergency Operations Plan (EOP), which has been developed in accordance with the requirement for local emergency planning established by the State of Michigan. The Livingston County EOP is intended to meet the requirements for all state and federal guidelines for all hazard emergency management concepts, plans and programs. Livingston County’s EOP has been reviewed by the Michigan State Police Emergency Management & Homeland Security Division, and is required in order for the County to be eligible for funding in the event of a declared disaster.

Attachments

Resolution to Adopt Emergency Operations Plan 2021



Board of Trustees

William J. Fountain, Supervisor
Larry N. Ciofu, Clerk
Kathleen A. Horning, Treasurer

Matthew J. Germane, Trustee
Summer L. McMullen, Trustee
Denise M. O'Connell, Trustee
Joseph M. Petrucci, Trustee

RESOLUTION NO. 21-_____

SUPPORT EMERGENCY OPERATIONS PLAN RESOLUTION

At a meeting of the Township Board of Hartland Township (“Township Board”), Livingston County, Michigan, held electronically pursuant to the Open Meetings Act, 1976 PA 267, on ____ __, 2021, at ____ p.m.

PRESENT: _____

ABSENT: _____

The following Resolution was offered by _____ and seconded by _____.

WHEREAS, Hartland Township has elected to be incorporated into the Livingston County Emergency Management Program; and

WHEREAS, by becoming part of the county emergency management program, Hartland Township and Livingston County have certain responsibilities to each other; and

WHEREAS, this Support Emergency Operations Plan has been developed to identify the responsibilities between Hartland Township and Livingston County in regards to pre-disaster emergency management activities and it also providing for Hartland Township government agencies to respond to various types of emergencies or disasters that affect the community.

WHEREAS, this support plan is to be used in concurrence with the County Emergency Operations Plan as it is a supporting document; and

WHEREAS, the support plan will be maintained in accordance with the up-to-date standards of the Livingston County Emergency Operations Plan and review of this support plan shall be accomplished concurrently with the county plan,

NOW THEREFORE, BE IT RESOLVED, that Hartland Township adopts and approves this Resolution to provide for the mitigation, preparedness, response and recovery from natural and human-made disasters within Hartland Township by being part of the Livingston County emergency management program; to appoint the county emergency management coordinator as the Hartland Township emergency management coordinator; to provide for a means for coordinating the resources of the municipality with those of the county; and to provide a means through which the Hartland Township Board may exercise the authority and discharge the responsibilities vested in them by this resolution and Act No. 390 of the Public Acts of 1976, as amended.

ADOPTED:

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
)
COUNTY OF LIVINGSTON)

I, the undersigned, the duly qualified and acting Township Clerk of the Hartland Township, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete

copy of certain proceedings taken by the Township Board of said Township at a meeting held on
_____, 2021.

Larry Ciofu, Hartland Township Clerk

18461:00003:5294303-2



HARTLAND TOWNSHIP

Support Emergency Operations Plan

An all-hazards plan supporting the Livingston County Emergency Operations Plan/Emergency Action Guidelines, for use in the event of disaster or severe emergency of natural, human, wartime, technological or terrorism origin.

Effective Date: February 23, 2021


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Promulgation Document

Officials of Hartland Township, in conjunction with County and State Emergency Eanagement (EM) agencies, have developed this Support Emergency Operations Plan that will enhance the local emergency response capability.

This plan, when used properly and updated, will assist local government officials in accomplishing their primary responsibilities of protecting lives and property in their community. This plan and its provisions will become official when it has been signed and dated below by the Supervisor of Hartland Township.



Supervisor
Hartland Township

2-2-21

Date

Approval and Implementation

The Support Emergency Operations Plan, referred to in this document as the Support EOP, describes how Hartland Township will handle emergency situations in cooperation with the Livingston County Emergency Management Program. The Support EOP assigns responsibilities to agencies for coordinating emergency response activities before, during, and after any type of emergency or disaster. The Support EOP does not contain specific instructions as to how each department will respond to an emergency; these can be found in the plan annexes or separate Standard Operating Procedures (SOPs).

The goal of the Support EOP is to coordinate emergency response efforts to save lives, reduce injuries, and preserve property. The Support EOP addresses emergency issues before and after an emergency, but its primary goals are to assemble, mobilize and coordinate a team of responders that can respond to any emergency, and describe response procedures in relation to the county response procedures.

The Support EOP will use a graduated response strategy that is in proportion to the scope and severity of an emergency. Hartland Township will plan, prepare and activate resources for local emergencies that affect the local area (or a specific site) and/or widespread disasters that affect the entire state and/or nation.

The Support EOP was developed by a Local Planning Team (LPT). The LPT consists of key departments covering emergency functions such as law enforcement, fire, public works, and public health. The team works to establish and monitor programs, reduce the potential for hazard events in the community through planning, review, and training, and assist the Livingston County Emergency Management Program in developing and maintaining the County EOP.

The Support EOP must be signed by the current Supervisor each time it is updated, with the exception of the following activities:

1. Minor updates e.g. changing system names, grammar, spelling or layout changes
2. Updates to the annexes

These activities may be updated in the plan without the Supervisor's signature by the following individuals:

1. Emergency Management Liaison
2. Department head responsible for an annex

Homeland Security Presidential Directive (HSPD) 5 facilitates a standard management approach to major incidents, the National Incident Management System (NIMS). NIMS is administered as part of the National Response Framework (NRF) which integrates the federal government into a single, all discipline, and all-hazards plan. NIMS will provide a nationwide approach that enables federal, state, tribal and local government agencies to "work effectively and efficiently together to prepare for, respond to, and recover from domestic incidents, regardless of cause, size or complexity." This Support EOP has integrated NIMS concepts, including the Incident Command System (ICS), and language to help incident management operate in accordance to the NIMS using the guidance provided by the Department of Homeland Security (DHS).

During an emergency, all response personnel will use the ICS to manage the incident and employ emergency resources at the site. The Emergency Operation Center (EOC) will coordinate additional resources when needed. This EOP will be used during community recovery after an emergency.

This plan supersedes all previous plans.

Record of Distribution

The following is a list of the individuals and facilities that have been provided a copy of the Support EOP in order to conduct the assigned tasks addressed in this plan.

Title of Recipient	Name of Recipient	Agency	Date	Number of Copies
Hartland Township Supervisor				
Hartland Township Board				
Livingston County Emergency Management Coordinator				
Hartland Township Emergency Management Liaison				
Communications and Warning Official				
Damage Assessment Official				
Fire Services Official				
Mass Care, Emergency Assistance, Housing, and Human Services Official				
Public Health and Medical Services Official				
Public Information Official				
Hartland Township Public Information Center				
Hartland Township Emergency Operations Center				

Basic plan

Purpose

Hartland Township has elected to incorporate into the Livingston County Emergency Management Program. As partners in the five phases of emergency management, mitigation, preparedness, prevention, response and recovery, Hartland Township and the Livingston County Emergency Management Program share joint responsibilities. The Hartland Township Support EOP has been developed to identify these responsibilities. It is to be used in concurrence with the County EOP. In accordance with Section 19 of the Michigan Emergency Management Act (1976 PA 390, as amended), activation of this this plan at the beginning of a disaster or emergency also establishes eligibility to receive state assistance for disaster related expenses incurred during a State of Emergency or Disaster declared by the Governor, for which federal assistance is unavailable.

Scope

The Hartland Township Support EOP is an adaptable document that can be applied to all hazards. Due to the unique nature of emergencies, it may become necessary to deviate from the contents of the plan when responding to an incident. Agencies that have been assigned supporting roles in this plan have developed and will maintain SOPs that provide systematic instructions for accomplishing their assigned functions. Hartland Township conducts additional activities, such as personnel training, participation in exercises, public information, land-use planning, etc., to support emergency preparedness, mitigation, and response efforts. To facilitate efficient emergency management operations, Hartland Township continues to implement the NIMS.

Authorities and References

A. Authority of local officials during an emergency:

1. 1976 PA 390, as amended,
2. Hartland Township local Emergency Management resolution,
3. Hartland Township adoption of the Support EOP,
4. Executive Directive No. 2005-09, the state adoption of the NIMS,
5. The Robert T. Stafford Disaster Relief and Emergency Assistance Act,
6. Emergency Planning and Community Right to Know Act of 1986 (EPCRA) also known as the Superfund Amendments and Reauthorizations Act (SARA), Title III,
7. Good Samaritan Law and Know Act of 1986.

B. References used to develop the Support EOP:

1. NIMS,
2. NRF,
3. Michigan Emergency Management Plan (MEMP), Michigan State Police, Emergency Management and Homeland Security Division (MSP/EMSHD),
4. Pub 204, MSP/EMHSD.

Plan Development and Maintenance

To ensure that this Support EOP addresses the needs of the community and is consistent with the Livingston County EOP, this document was developed in a cooperative, whole community effort between Hartland Township government, local community, and the County Emergency Management Program. The Support EOP is updated after every change of the Hartland Township Supervisor or update to the County EOP. After the plan is adopted by resolution of the Hartland Township Board and approved by the Supervisor, it is forwarded to the County Emergency Management Program. The plan will be implemented, tested through exercises in concurrence with county officials, and maintained in accordance with the standards and currentness of the Livingston County EOP.

This plan has been provided to all municipal departments, local elected officials, the County Emergency Management Program and all agencies tasked within the document. It includes this Basic Plan, which provides an overview of the municipality's preparedness and response strategies, and functional annexes that describe the actions, roles and responsibilities of participating organizations.

Situation Overview

- B. Hartland Township has taken various preparedness and incident management steps to enhance capabilities in responding to incidents including:
 - 1. The mitigation of potential hazards.
 - 2. Identification of emergency response agencies and mechanisms that will protect life and property before, during and after an emergency.
 - 3. Tasking agencies, organizations, and individuals with specific functions and responsibilities relative to emergency operations. Assigned tasks are explained in further detail under "Organization and Assignment of Responsibilities."
 - 4. Integration with the Livingston County EOP, Livingston County hazard mitigation plan, MEMP, etc.

- C. Community profile:

Hartland Township is located in the Northeast quadrant of Livingston County. The community has a population of approximately 14,700 residents. Aside from the school system, the township's major industry is General Merchandise Stores, employing approximately 650 people. Due to this industry, Hartland Township is concerned with potential need for short-term sheltering and accountability for persons during disasters such as fires and tornados affecting those buildings.

- D. Hazard and threat analysis:

According to the Livingston County Hazard Mitigation Plan/Hazard Analysis, communities in the county are most vulnerable to: infrastructure, structural fires, hazardous materials, pipelines, tornadoes, severe wind, dam failure, floods, and accidents. Areas within the community, which are more of a concern as a result of these hazards, include: sewer and water systems, ITC, US23, M59, Parshallville & Bullard Dams and North Ore Creek. More information regarding hazard vulnerability can be found in the County's Hazard Mitigation Plan/Analysis.

One (1) site that contains extremely hazardous materials is located in Hartland Township. Facility owners have reported the types of hazardous materials that are stored on-site, as required by the Emergency Planning and Community Right-To-Know Act (EPCRA). Pursuant to SARA Title III requirements, off-site emergency response plans have been developed by the Local Emergency

Planning Committee (LEPC) to prepare fire departments for responding to the release of the specific hazardous materials on these sites.

E. Relationship between municipality and County Emergency Management Program:

Emergency management and response are primarily local responsibilities. However, disasters and emergencies might exhaust the resources and capabilities of local governments. Therefore, Hartland Township has chosen to incorporate into the Livingston County Emergency Management Program. To coordinate emergency management related matters with the County Emergency Management Program, Hartland Township has appointed the Fire Chief to serve as the Emergency Management Liaison. The Emergency Management Liaison facilitates communication and coordination between Hartland Township and Livingston County, and is the local point of contact for the Livingston County Emergency Management Coordinator (EMC).

Planning Assumptions

- A. The proper implementation of this plan will result in saved lives, incident stabilization, and property protection in Hartland Township.
- B. Some incidents occur with enough warning that necessary notification can be issued to ensure the appropriate level of preparation. Other incidents occur with no advanced warning.
- C. Depending upon the severity and magnitude of the situation, local resources may not be adequate to deal with an incident. It may be necessary to request assistance through volunteer organizations, the private sector, mutual aid agreements (MAAs)/memorandums of understanding (MOUs), and/or county, state and federal sources. When provided, these will supplement, not substitute for, relief provided by local jurisdictions.
- D. All emergency response agencies within Hartland Township that have been tasked in the plan are considered to be available to respond to emergency incidents. Agencies will work to save lives, protect property, relieve human suffering, sustain survivors, stabilize the incident, repair essential facilities, restore services and protect the environment.
- E. When a jurisdiction receives a request to assist another jurisdiction, reasonable actions will be taken to provide the assistance as requested.
- F. Emergency planning is a work-in-progress; the Support EOP is consistently reviewed and updated.
- G. During an emergency or disaster, parts of the plan may need to be improvised or modified, if necessary, based on the situation.

Concept of Operations

- A. Activation of the Support EOP and declaration of a local state of emergency:

When a threat is perceived, the Emergency Management Liaison activates the this Support EOP and the local Emergency Operations Center (EOC) to facilitate activities that ensure the safety of people, property and environment. Pursuant to 1976 PA 390, as amended, the Hartland Township Supervisor may declare a local state of emergency for Hartland Township if circumstances indicate that the occurrence or threat of widespread or severe damage, injury, or loss of life or property exist. In the absence of the Supervisor, pursuant to local legislation, the Hartland Township Manager is authorized to declare a local state of emergency. Upon a local declaration, PA 390 authorizes the the Supervisor to issue directives as to travel restrictions on local roads. To facilitate activities that ensure the safety of people, property and environment, a local declaration also activates this Support EOP and the municipal Emergency Operations Center (EOC). A local state of emergency shall not

be continued or renewed for a period in excess of seven days except with the consent of the governing body of the municipality.

- B. The following procedures are conducted and coordinated with the county in response to an incident:
1. The Emergency Management Liaison will perceive the threat, assess the hazard and ensure that municipal emergency response agencies, elected officials and County EMC are notified of the situation.
 2. Municipal agencies assess the nature and scope of the emergency or disaster.
 3. If the situation can be handled locally, the following guidelines are used:
 - a. The Emergency Management Liaison advises the Supervisor and coordinates all local emergency response actions.
 - b. The Emergency Management Liaison activates the EOC. The EOC is located at Fire Station 61, 3205 Hartland Rd.). If this location is unavailable, the alternate EOC location is Fire Station 62, 5965 Old US23.
 - c. The Supervisor declares a local state of emergency. The Emergency Management Liaison notifies the County EMC and forwards the declaration to the County Emergency Management Program.
 - d. Emergency Response Agencies are notified by the Emergency Management Liaison to report to the EOC through radio, CAD, and telephone.
 - e. The Supervisor directs departments/agencies to respond to the emergency in accordance with the guidelines outlined in this plan and its annexes, and issues directives as to protective actions and travel restrictions on local roads.
 - f. The Emergency Management Liaison keeps the County EMC informed of the situation and actions taken.
 4. If the emergency is beyond local control, municipal resources become exhausted, or special resources are needed, county assistance is requested through the County EMC.
 5. If county assistance is requested, the County EMC assesses the situation and makes recommendations on the type and level of assistance. The county will also take the following steps:
 - a. Activate County EOC and EOP
 - b. Respond with county resources
 - c. Activate MAA/MOUs to supplement county resources
 - d. Notify MSP/EMSHD District Coordinator
 - e. Make available incident information to MSP/EMSHD and statewide agencies via the Michigan Critical Incident Management System (MI CIMS) online platform, by submitting and maintaining applicable MI CIMS boards and logs.

6. If county resources and capabilities are exhausted, the county requests the Governor to declare a State of Emergency or State of Disaster in accordance with procedures set forth in 1976 PA 390, as amended. If the emergency occurs solely within the confines of the municipality, the county shall not request state assistance or the Declaration of a State of Disaster or Emergency unless requested to do so by the Supervisor.

Organization and Assignment of Responsibilities

A. Emergency Management Organization:

1. The Hartland Township emergency management organization is comprised of various agencies and departments that are responsible for conducting activities in response to emergencies within the community. To facilitate an effective emergency response, these departments have been assigned to nine specific emergency functions. All agencies are responsible for implementing pre-disaster activities to prevent, mitigate and prepare for the various hazards that the community is vulnerable to. These activities include awareness training and public education, exercising, preparing Standard Operating Procedures (SOPs) and job aides, hygienic practices to prevent spreading of infectious diseases, stockpiling equipment, regulating land-use, etc.
2. The following table lists the established emergency support functions, assigned agencies, primary points of contact, and phone numbers.

Function	Agency	Primary Contact	Phone
Direction, Control , and Coordination	Hartland Township	Bill Fountain	(810) 923-6016
Communications and Warning	Liv. Co. Central Dispatch	Chad Chewning	(810) 588-8421
Damage Assessment	Hartland Township	Jim Heaslip	(517) 404-0503
Fire Services	Hartland Area Fire Dept.	Adam Carroll	(517) 672-2868
Mass Care, Emergency Assistance, Housing, and Human Services	Hartland Area Fire Dept.	Adam Carroll	(517) 672-2868
Medical Services	Liv. Co. EMS	David Feldpaush	517-304-4310
Public Health	Livingston County Health	Dianne McCormick	517-404-9451
Public Information	Hartland Township	Melynda Bernardi	(810) 623-0650
Public Safety	Livingston County Under Sheriff	Jeff Warder	517-231-1734(C)
Public Works	Hartland Township	Michael Luce	(517) 294-0056

3. The following table lists the alternates designated to represent the emergency functions.

Agency	1 st Alternate	2 nd Alternate
Hartland Township	Robert West (517) 861-7889	Larry Ciofu (248) 342-5457
Hartland Area Fire Dept.	Gregg Schkade (517) 861-7894	Mike Eckert (517) 992-1169
Liv. Co. Central Dispatch	Leane Lowe (517) 540-7697	On Duty Supervisor (517) 546-9111
Liv. Co. EMS	Amy Chapman (517) 861-1446	Tod Horner (517) 540-7875
Liv. Co. Sheriff	Lt. Nast (517) 404-0250	Lt. Sanborn (517) 404-8240

4. Hartland Township maintains various departments that all contribute to the safety and welfare of the community. Each department employs and/or retains qualified emergency personnel and equipment that can be used in emergency response. A list of resources available for utilization during incidents can be requested through the Emergency Management Liaison. If resource needs exceed the capabilities of the community, the Supervisor may activate MAA/MOUs and pre-disaster contracts, or it may become necessary to request county assistance.

B. Responsibilities:

1. The following responsibilities have been assigned to each organization that has been assigned responsibility in this plan:
 - a. Assist in the development, review and maintenance of Support EOP and County EOP.
 - b. Report to the local EOC when activated for scheduled exercises or emergencies.
 - c. Build capabilities and develop/maintain SOPs for specific functions or actions identified in the plan. Continuously review and update procedures.
 - d. Maintain a list of resources available through the departments.
 - e. Establish MAA/MOUs and contracts with other jurisdictions and organizations to supplement municipal resources.
 - f. Activate MAA/MOUs and contracts with other organizations to supplement response activities when local resources become exhausted.

- g. Train personnel in emergency management functions and NIMS/ICS concepts.
 - h. Protect vital records and other resources deemed essential for continuing government functions and each agency's emergency operations in accordance to procedures and policies.
 - i. Ensure compliance with this plan and the County EOP, and any pertinent procedures and documents that impact the provision of emergency services in the municipality.
2. The annexes attached to this plan further describe nine emergency support functions and their associated responsibilities in mitigation, preparedness, prevention, response and recovery. Annexes include the organizations that are responsible for carrying out the emergency functions, and assign tasks associated with each function.

ANNEXES

The annexes attached to the Basic Plan describe all-hazard functions and include the roles and responsibilities that each responsible agency should consider during an emergency for which the Support EOP has been activated. Each annex contains: the agencies responsible for carrying out a function, their assigned tasks, and the concept of operations.

The annexes attached to this plan include the following functions:

Annex A, Direction, Control, and Coordination

Annex B, Communications and Warning

Annex C, Damage Assessment

Annex D, Fire Services

Annex E, Mass Care, Emergency Assistance, Housing, And Human Services

Annex F, Public Health

Annex G, Emergency Medical Services

Annex H, Public Information

Annex I, Public Safety

Annex J, Public Works

ANNEX A

DIRECTION, CONTROL, AND COORDINATION

The Direction, Control, and Coordination function is responsible for the activation, organization and operation of the local EOC, the facilitation of incident management, response, and recovery efforts, and coordination with the County Emergency Management Program.

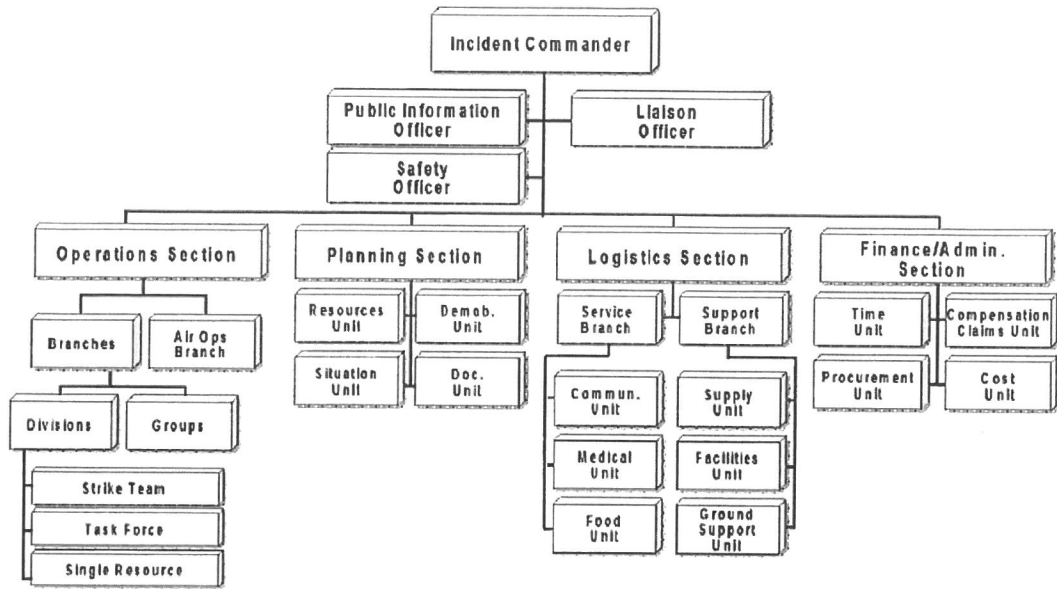
Direction, Control, and Coordination officials will maintain liaison and coordinate emergency management and response activities with the Direction, Control and Coordination function at the county level. This annex relates to the Livingston County EOP/EAG; Direction and Control Annex, ESF#5 – Information & Planning.

Responsible Agency: Hartland Township Supervisor

Direction, Control, and Coordination Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	EOC operations
	Activate the EOC and ensure that appropriate staff is notified.
	Establish a system of coordination, such as ICS (see Figure 1), within the EOC. (Field operations at the ICP are required to utilize ICS.)
	Maintain administrative materials for the EOC, i.e., pencils, paper, maps, and status boards.
	Ensure copies of the Support EOP and EOC SOPs are available to EOC staff.
	Coordinate with law enforcement officials for EOC security.
	Local authority
	Direct and coordinate response activities in accordance with this plan, including prioritizing allocation of scarce resources.
	Relieve jurisdiction employees of normal duties and temporarily reassign them to emergency duties, and employ temporary workers, as necessary.
	Declare a local state of emergency.
	Issue directives as to travel restrictions on municipal roads.
	Recommend appropriate protective measures to ensure the health and safety of people and property.
	Assistance to other agencies
	Advise the County Emergency Management Coordinator of the situation and maintain liaison with the County Emergency Management Program.
	Establish communications with and provide support to the Incident Command Post (ICP).
	Provide frequent staff briefings and ensure all groups function as planned.
	Inform legislative body of measures taken.
	Review and authorize the release of information to the public through the Public Information Officer (PIO).
	Logistics
	Ensure all resources are made available for response.
	Formulate specific assistance requests to adjacent jurisdictions and the county.
	Activate MAA/MOUs and contracts with other jurisdictions and organizations.
	Provide aid to other communities as provided for in MAA/MOUs.
	Ensure staff maintains logs of actions taken and financial records.

Figure 1. ICS Incident Management Structure



DIRECTION, CONTROL, AND COORDINATION

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Hartland Township	Supervisor / Bill Fountain

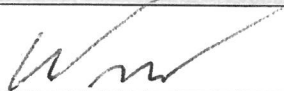
The line of succession for the Supervisor for representing the Direction, Control, and Coordination function during a response to an emergency or disaster situation is:

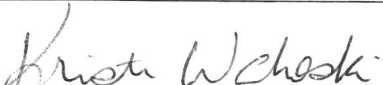
TITLE	AGENCY
Hartland Township Manager / Robert West	Hartland Township
Fire Chief / Adam Carroll	Hartland Area Fire Department
Deputy Fire Chief / Mike Eckert	Hartland Area Fire Department

The line of succession for the Emergency Management Liaison for representing the Direction, Control, and Coordination function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Deputy Fire Chief / Mike Eckert	Hartland Area Fire Department
Fire Marshal / Jennifer Whitbeck	Hartland Area Fire Department
Captain / Jon Dehanke	Hartland Area Fire Department

The Supervisor and Emergency Management Liaison are responsible for reporting or delegating an individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Direction, Control, and Coordination function.

SIGNATURE OF SUPERVISOR	DATE
	2-2-21

SIGNATURE OF EMERGENCY MANAGEMENT LIAISON	DATE
	2-7-21

ANNEX B

COMMUNICATIONS AND WARNING

The Communications and Warning function is responsible for alerting and notification of key officials, receiving and disseminating warning and critical emergency information to the public, and the establishment, maintenance, and coordination of communication protocols and links between the EOC and other incident facilities.

The Communications and Warning Official will maintain liaison and coordinate emergency management and response activities with the Communications and Warning functions at the county level. This annex relates to the Livingston County EOP/EAG; Communications Annex and Warning Annex, ESF#2 – Communications and ESF#15 – External Affairs.

Responsible Agency: Livingston County Central Dispatch

Communications and Warning Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	Communication links
	Ensure lines of communication have been established between all agencies represented in the local EOC, their department offices and their staff at the incident site. Available channels for establishing communications includes 800 MHz and VHF radio channels, landline telephone, cellular phone, CAD messaging, and instant messaging.
	Coordinate communications between municipal and county EOC. Available channels for establishing communications include 800 MHz and VHF radio channels, landline telephone, cellular phone, CAD messaging, and instant messaging.
	Establish communications links with the adjacent communities and higher levels of government.
	Coordinate warning frequencies and procedures with adjacent communities and other government agencies.
	Disaster warning and information
	Activate public warning systems when instructed to do so by the Supervisor or Emergency Management Liaison. Warning methods include sirens, door-to-door notification, Emergency Alert System, etc.
	Ensure that warning messages received through the Law Enforcement Information Network (LEIN), National Warning System (NAWAS), Emergency Alert System (EAS), local weather spotters, or other verifiable means are issued in a timely manner.
	Determine which facilities are endangered by the incident and contact those facilities. Ensure they are contacted when protective actions are rescinded.
	Notify special locations (e.g., schools, hospitals, nursing homes, major industries, institutions, and places of public assembly).
	Ensure that public warning systems provide notification to residents with Access and Functional Needs, such as the elderly, hearing impaired, non-English speakers, individuals with mobility limitations, etc.
	Official notification
	Ensure that all necessary officials have been notified and/or updated about the incident.
	Notify neighboring jurisdictions of impending hazard or hazardous situations when instructed to do so by the Supervisor or Emergency Management Liaison.

COMMUNICATIONS AND WARNING

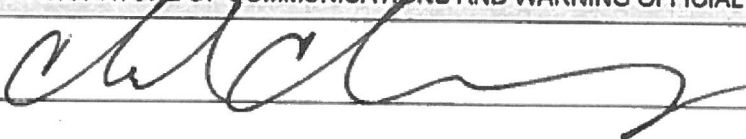
The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Livingston County Central Dispatch	Director

The line of succession for representing the Communications and Warning function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Deputy Director	Livingston County Central Dispatch
Operations Manager	Livingston County Central Dispatch
Supervisor	Livingston County Central Dispatch

Livingston County Central Dispatch is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Communications and Warning function.

SIGNATURE OF COMMUNICATIONS AND WARNING OFFICIAL	DATE
	2-2-2021

ANNEX C
DAMAGE ASSESSMENT

The Damage Assessment (DA) function is concerned with the process of documenting damage from emergencies in the community. Information gathered may be used to determine the extent of damage and impact on the community resulting from an incident to justify future federal funding, declarations of emergency, and disaster proclamations. An accurate damage assessment is a necessary part of the recovery phase and determines qualification for state and federal disaster aid.

The Damage Assessment Official will maintain liaison and coordinate emergency management and response activities with the DA function at the county level. This annex relates to the following annex(es) in the Livingston County EOP/EAG; Damage Assessment Annex, ESF#5 – Information & Planning and ESF#14 – Long-Term Community Recovery.

Responsible Agency: Hartland Township Assessing Office

Damage Assessment Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another from the agency to staff the EOC and implement the plan.
	Damage assessment
	Maintain current list of DA field team members.
	Maintain damage assessment field team supplies for contingency purposes, i.e., MSP/EMSHD Pub 901 Michigan Damage Assessment Handbook, blank forms, flashlights, cameras, pencils, paper, maps, etc.
	Activate DA field teams.
	Collect both public and private damage assessment information.
	Record initial information on damages from first responders.
	Augment DA field teams, as the situation dictates.
	Dissemination of DA information
	Provide an initial DA to EOC staff.
	Provide and verify DA information to the CEO and, if necessary, assist in preparation of a local state of emergency declaration.
	Prominently display DA information in the EOC, including maps, situation updates and assessment data.
	Provide the PIO with current DA information for release to the public.
	Provide DA data to the Emergency Management Liaison. The Emergency Management Liaison will forward information to the County Emergency Management Program for submission in MI CIMS.
	Logistics
	Maintain a status list of requested resources.
	Compile and maintain a record of expenditures for personnel, equipment, supplies, etc.

DAMAGE ASSESSMENT

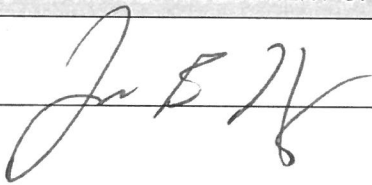
The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Hartland Township Assessing Office	Assessor / Jim Heaslip

The line of succession for representing the DA function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Assistant Assessor / Lisa Johnson	Hartland Township Assessing Office
Appraiser / Diana Beaudoin	Hartland Township Assessing Office

Hartland Township Assessing Office is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the DA function.

SIGNATURE OF DAMAGE ASSESSMENT OFFICIAL	DATE
	2-1-21

ANNEX D
FIRE SERVICES

The Fire Services function is concerned with detecting and suppressing wild land, rural, and urban fires and any of these that result from, or occur coincidentally with, an incident response.

The Fire Services Official will maintain liaison and coordinate emergency management and response activities with the Fire Services function at the county level. This annex relates to the following annex(es) in the Livingston County EOP/EAG; Fire Annex, ESF#4 – Firefighting and ESF#9 – Search and Rescue, etc.

Responsible Agency: Hartland Area Fire Department

Fire Services Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	Response activities
	Coordinate fire response and search and rescue activities with appropriate personnel at the County Emergency Management Program, including assistance to regional special teams such as Regional Response Teams, Michigan Urban Search and Rescue (MUSAR), bomb squads, etc.
	Respond to hazardous materials spills.
	Coordinate with the County EMC and the State of Michigan in the decontamination of affected citizens and emergency workers after exposure to CBRNE hazards.
	Assist in searching for bombs and explosive devices in connection with terrorism or weapons of mass destruction (WMD) events.
	Assistance to other agencies
	Advise EOC staff about fire and rescue activities.
	Provide communications and other logistical supplies, as needed.
	Assist with evacuations.
	Assist in damage assessment operations.
	Assist in warning the population. Loud speakers on fire vehicles or door-to-door warning may be utilized.
	Assist in salvage operations and debris clearance.

FIRE SERVICES

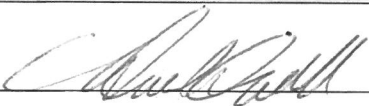
The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Hartland Area Fire Department	Fire Chief / Adam Carroll

The line of succession for representing the Fire Services function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Deputy Fire Chief / Mike Eckert	Hartland Area Fire Department
Fire Marshal / Jennifer Whitbeck	Hartland Area Fire Department
Captain / Jon Dehanke	Hartland Area Fire Department

The Hartland Area Fire Department is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Fire Services Functions.

SIGNATURE OF FIRE SERVICES OFFICIAL	DATE
	2/2/2021

ANNEX E

MASS CARE, EMERGENCY ASSISTANCE, HOUSING, AND HUMAN SERVICES

This function is concerned with issues related to the provision of mass care, emergency assistance, housing, and human services to disaster survivors, including those that require FNSS, throughout the prevention, preparedness, mitigation, response, and recovery phases of disasters and emergencies.

The Mass Care, Emergency Assistance, Housing, and Human Services Official will maintain liaison and coordinate emergency management and response activities with the Mass Care functions at the county level. This annex relates to the following annex(es) in the Livingston County EOP/EAG; Human Services Annex, ESF#2 – Communications and ESF#6 – Mass Care, Emergency Assistance, Housing, and Human Services.

Responsible Agency: Hartland Area Fire Department

Mass Care, Emergency Assistance, Housing, and Human Services Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another representative from the agency to staff the EOC and implement the plan.
	Disaster-related needs
	Coordinate activities of municipal departments that provide mass care and human services.
	Coordinate with the County Emergency Management Program, the American Red Cross (ARC) and other agencies to distribute food, water, and clothing, and meet other basic needs of disaster survivors and emergency responders.
	Coordinate to provide transportation for disaster survivors and emergency responders.
	Arrange for the provision of crisis counseling to disaster survivors and emergency responders.
	Coordinate procedures for the tracking of family members and reunification of families.
	Identify and account for personal property that may be lost during a disaster.
	Coordinate with the County EOC to establish procedures for the registration and management of volunteers and donations.
	Coordinate with agencies in the community that work with individuals with access and functional needs to ensure disaster related needs are met.
	Protective action
	Coordinate the provision of transportation for evacuation.
	Provide staff and resources to manage open shelters.
	Coordinate care for individuals at shelters and for those who have been sheltered-in-place.
	Determine whether shelters must be opened long or short-term.
	Provide guidance/policies for the care of household pets that are brought to shelters by evacuees (only service animals are allowed into ARC shelters).
	Pre-identified shelter locations include: local churches, schools, and Township facilities such as those listed in the County Emergency Management Program.

MASS CARE, EMERGENCY ASSISTANCE, HOUSING, AND HUMAN SERVICES

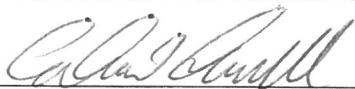
The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Hartland Area Fire Department	Fire Chief / Adam Carroll

The line of succession for representing the Mass Care, Emergency Assistance, Housing, and Human Services function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Deputy Fire Chief / Mike Eckert	Hartland Area Fire Department
Fire Marshal / Jennifer Whitbeck	Hartland Area Fire Department
Captain / Jon Dehanke	Hartland Area Fire Department

The Hartland Area Fire Department is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Mass Care, Emergency Assistance, Housing, and Human Services function.

SIGNATURE OF MASS CARE, EMERGENCY ASSISTANCE, HOUSING, AND HUMAN SERVICES OFFICIAL	DATE
	2/2/2021

ANNEX F

PUBLIC HEALTH

The purpose of the Public Health annex is to protect, preserve, and promote the health and safety of the people of Livingston County. Included in the public health annex is Environmental Health Services are responsible for improving and protecting the public health, welfare, and environment through inspection programs, educational outreach, and as a last resort, enforcement powers conveyed through the State of Michigan Public Health Code and the Livingston County Sanitary Code. Personal and Preventive Health Services are designed to protect and improve the health status of the community; prevent and/or control the disease, disability and death associated with communicable disease.

The following guidelines represent a checklist of actions that must be considered for providing an effective response to an emergency or disaster situation. This annex relates to the following annex in the Livingston County EOP: Annex G, Public Health.

Emergency Guidelines:

1. **Investigation and Control of Communicable Diseases:** Coordinate with Michigan Department of Community Health (MOCH), local hospitals/care centers, and local healthcare providers in the investigation of communicable disease outbreaks.
 - Disease Tracking: Implement disease tracking procedures to determine numbers of persons and area affected. Determine the potential for spread of disease. Assess incident for feasibility of non-pharmaceutical interventions (personal Protective Equipment (PPE), travel restriction, self-quarantine, hand hygiene and respiratory etiquette).
 - Isolation and Quarantine: Implement isolation and quarantine as necessary. Assure the living needs/medical requirements of residents in quarantine/isolation are met.
 - Security: assess security needs and coordinate with EOC to obtain resources.
 - Health Advisories: Issue health advisories (with the designated PIO) as appropriate.
 - Mass vaccinations: Provide for mass vaccinations (including personnel and supplies) or other control actions as directed by MDHHS.
 - Mass Prophylaxis: Coordinate distribution of antidotes, drugs, vaccines, etc.
 - Request and coordinate the Strategic National Stockpile as necessary.
2. **Public Information:** When the Emergency Operations Center is opened and a media center established through the emergency management program, Public Health Agencies will coordinate the release of information with the designated Public Information Officer (PIO). Work with other agencies/organizations to resolve problems/concerns and issue appropriate public health warnings and directives.
3. **Family Reunification:** Set up a family reunification site and utilize Livingston County Medical Reserve Corps (MRC) to assist with reunification of those affected by an emergency or disaster with family or guardians.

Environmental Health Functions

1. **Water sources:** Coordinate the monitoring of public and private water sources, issue appropriate public health advisories/orders (with the designated PIO), and provide information for disinfection, treatment, or alternative water sources.
2. **Water Distribution:** Coordinate the provision and distribution of water (bulk or bottled) to specific locations identified by the EOC.
3. **Sewage Disposal:** Coordinate the monitoring of public and private disposal systems, inspect private on-site sewage disposal systems as needed, assist in monitoring effluent discharge, and issue

- appropriate public health warnings/advisories (with designated PIO).
4. **Licensed Food Service Establishments:** Inspect licensed food service establishments and/or those temporarily established for emergency workers/disaster victims, including sanitation oversight of any activated shelters or reception centers. Issue advisories (with the designated PIO) on food preservation, disposal of adulterated products, or consumption of homegrown and other products. Work as liaison with the department of agriculture for food and retail outlets.
 5. **Public Swimming Pools:** Campgrounds, Children's Camps, and Bathing Beaches: In the affected area, inspect, sample, issue advisories/warnings (with the designated PIO) and suspend operating licenses if necessary.
 6. **Pets infestation/Control:** Investigate and make recommendations for pest infestations such as rats, flies, mosquitoes. Control measures may be ordered and implemented.
 7. **Nuisance Abatement:** Prioritize and coordinate enforcement of nuisance abatement ordinances to keep debris (i.e. grass, brush, garbage, etc.,) from becoming a health hazard. Advise local government of the need for such emergency ordinances, if necessary.
 8. **Coordinate with Waste Removal:** Work with the Department of Natural Resources (DNR) and waste removal companies to arrange for special pickup and disposal of incident debris, rubbish, etc.
 9. **Hazardous Waste:** Work closely with the Michigan Department of Environment, and Great Lakes, and Energy (EGLE) to coordinate and verify accuracy of advice released (with the designated PIO) on the disposal of hazardous materials.
 10. **Diseased Animals:** Advise Animal Control of need to quarantine and/or monitor diseased animals. If destruction of an animal becomes necessary, then oversee proper disposal of that animal.
 11. **Pets:** Refer issues relating to transport and care of pets to the county Animal Control Officer. Coordinate activities between Animal Control and local veterinarians. Issue advisories (with the designated PIO) about care and evacuation of pets.
 12. **Consultations Related to Exposures:** In cases involving possible exposure to infectious, chemical, radiological, or biological contaminants or nerve agents, Public Health may provide consultations to acute care centers and emergency response agencies.

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT/ NAME
Livingston County Health Dept.	Public Health Director/ Dianne McCormick

The line of succession for representing the Public Health and Human Services function during a response to an emergency or disaster situation is:

TITLE/ NAME	AGENCY
Deputy Health Officer/ Elaine Brown	Livingston County Health Dept.
Emergency Preparedness Coordinator / Lindsey Gestro	Livingston County Health Dept.

Dianne McCormick, Livingston County Health Department, has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

Dianne M. McCormick

2-9-2021

Dianne McCormick, Livingston County Public Health Director

Date

ANNEX G

EMERGENCY MEDICAL SERVICES

The Livingston County Emergency Medical Services is responsible for emergency medical service activities.

The following guidelines represent a checklist of actions that agency officials must consider for providing an effective response to an emergency or disaster situation. This annex relates to the following annex in the Livingston County EOP: Health and Medical Annex H.

Emergency Guidelines:

1. Evacuate nursing homes, hospitals, and other medical facilities.
2. Assist with decontamination.
3. Coordinate emergency medical care to victims with Livingston County Emergency Medical Service.
4. Establish a staging area for emergency medical equipment.
5. Identify a facility to be used as a temporary morgue if necessary.
6. Coordinate with hospitals and shelter managers to staff medical teams at shelters.
7. When appropriate, coordinate field units' participation in damage assessment activities.
8. Ensure that emergency medical teams responding on-scene have established an on-scene medical command post and a medical commander.

The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT/ NAME
Livingston County EMS	EMS Director/ David Feldpausch

The line of succession for representing the Emergency Medical Services function during a response to an emergency or disaster situation is:

TITLE/ NAME	AGENCY
Deputy Director/Amy Chapman	Livingston County EMS
Administrative Supervisor/ Tod Horner	Livingston County EMS

The emergency medical official has reviewed and approves the assigned responsibilities. These responsibilities will be maintained in accordance to the current standards of the county's emergency plan.

David Feldpausch 2-2-2021
 David Feldpausch, EMS Director Date

ANNEX H

PUBLIC INFORMATION

The Public Information function ensures accurate, coordinated, timely, and accessible information is disseminated to governments, media, the general public, and the private sector throughout the prevention, preparedness, mitigation, response, and recovery phases of disasters and emergencies.

The Public Information Official will maintain liaison and coordinate emergency management and response activities with the Public Information function at the county level. This annex relates to the following annex(es) in the Livingston County EOP/EAG; Public Information Annex, ESF#15 – External Affairs.

Responsible Agency: Hartland Township Communications Office

Public Information Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another from the agency to staff the EOC and implement the plan.
	Pre-disaster public education
	Assist the Emergency Management Liaison in developing educational materials on the hazards facing the community and explaining what people can do to protect themselves to recover from incidents.
	Ensure that written materials are developed for non-English speaking individuals or others who require FNSS.
	Disaster warning and information
	Develop and release updated EAS messages based on incoming information.
	Document which EAS messages have been delivered over radio and television.
	Ensure that accurate information is disseminated describing such items as the locations of shelters, missing persons information hotline, volunteer hotline, rumor control hotline, etc.
	Distribute prepared public educational materials.
	Media coordination
	Establish and maintain contact with the EOC and/or the ICP.
	Prepare press releases and ensure that all press releases and official information is reviewed by the Supervisor or their designee.
	Verify that information is accurate before releasing it to the media.
	Schedule media briefings.
	Establish a Public Information Center as the central point from which municipal news releases are issued at Fire Station 61, 3205 Hartland Rd.
	Assist the county in establishing a Joint Information Center (JIC; the JIC can be used by agency representatives for releasing information to the news media).
	Coordinate public information activities with the County PIO and the JIC.
	Schedule interviews between the CEO and media agencies.
	Monitor all forms of media, both traditional and social, for rumors, and address rumors as soon as possible.

PUBLIC INFORMATION

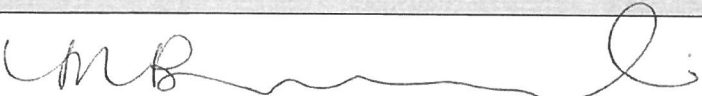
The following agency is responsible for this annex:

AGENCY	TITLE OF CONTACT
Hartland Township Communications Office	Director / Melynda Bernardi

The line of succession for representing the Public Information function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Hartland Township Manager / Robert West	Hartland Township
Hartland Township Supervisor / Bill Fountain	Hartland Township
Hartland Township Clerk / Larry Ciofu	Hartland Township

Hartland Township Communications Office is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Public Information function.

SIGNATURE OF PUBLIC INFORMATION OFFICIAL	DATE
	2/1/21

ANNEX I
PUBLIC SAFETY

The Public Safety function is concerned to ensuring the safety of all citizens, maintaining law and order, protecting public and private property and providing protection for essential industries, supplies and facilities.

The Public Safety Official will maintain liaison and coordinate emergency management and response activities with the Public Safety function at the county level. This annex relates to the following annex(es) in the Livingston County EOP/EAG; Law Enforcement Annex, ESF#13 – Public Safety and Security.

Responsible Agency: Livingston County Sheriff's Department

Public Safety Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another from the agency to staff the EOC and implement the plan.
	Response activities
	Provide security and access control at critical facilities and incident sites.
	Implement any curfews ordered by the governor or Supervisor.
	Enforce evacuation orders and assist in evacuations.
	Ensure prisons and jails are notified of potential threat and determine whether proper safety and security precautions are being taken.
	Investigate incident and provide intelligence information to county, state and federal officials.
	Transportation
	Secure unusable roads. (Use Fire Services and Public Works for support, if necessary).
	Identify routes that need barricades and signs. Request necessary assistance from Public Works.
	Ensure vehicles on evacuation routes are removed. If necessary, request that Public Works agencies move vehicles off the road. Maintain record of where vehicles are being taken.
	Coordinate with the Road Commission or Public Works in rerouting traffic and putting the appropriate signs in place.
	Assistance to other agencies
	Assist Warning function in warning the public, when necessary.
	Assist the medical examiner with mortuary services.
	Assist families isolated by the effects of the disaster.

PUBLIC SAFETY

The following agencies are responsible for this annex:

AGENCY	TITLE OF CONTACT
Livingston County Sheriff's Department	Under Sheriff

The line of succession for representing the Public Safety function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Lieutenant	Livingston County Sheriff's Department
Lieutenant	Livingston County Sheriff's Department

Livingston County Sheriff's Department is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Public Safety function.

SIGNATURE OF PUBLIC SAFETY OFFICIAL	DATE
	2/3/21

ANNEX J
PUBLIC WORKS

The Public Works function is responsible for conducting pre- and post-incident assessments, ensuring critical services are met through existing contracts, providing technical assistance and engineering expertise and construction management, providing emergency repair of damaged public infrastructure and critical facilities, and the clearing of debris from public roads.

The Public Works Official will maintain liaison and coordinate emergency management and response activities with the Public Works function at the county level. This annex relates to the following annex(es) in the Livingston County EOP/EAG; Public Works Annex, ESF#1 – Transportation, ESF#3 – Public Works and Engineering and ESF#12 – Energy.

Responsible Agency: Hartland Township Public Works Department

Public Works Checklist

	Report to the EOC, when activated, for scheduled exercises and disasters, or delegate another from the agency to staff the EOC and implement the plan
	Response activities
	Coordinate debris removal activities.
	Coordinate activities designed to control the flow of floodwater.
	Damage assessment
	Obtain engineering expertise to inspect public structures and determine if they are safe to use.
	Provide DA information for roads, bridges, buildings, infrastructure, etc. to DA function.
	Transportation
	Obtain barricades and signs for road closures and boundary identification (to include activating MAA/MOUs if additional barricades are needed).
	Obtain technical expertise in road weight limits, road capacity, etc., to determine whether evacuation routes are adequate for traffic flow.
	Notify law enforcement of the location(s) of disabled vehicles.
	Contact appropriate Michigan Department of Transportation (MDOT) and county transportation officials to request travel restrictions on state and county roads, if necessary.
	Assistance to other agencies
	Assist in identifying access control areas.
	Assist with urban search and rescue activities, if necessary.
	Maintain contact with local utilities to determine the extent and cause of damage and outages. Report this information and restoration schedules to EOC staff.
	Coordinate with utility companies in the restoration of essential services.
	Logistics
	Obtain vehicles and personnel to transport essential goods, such as food and medical supplies, when directed by the EOC staff.
	In conjunction with public health, help identify sources of potable water.
	Assist in identifying and obtaining the appropriate construction equipment to support disaster response and recovery operations.
	Obtain emergency generators and lighting.

PUBLIC WORKS

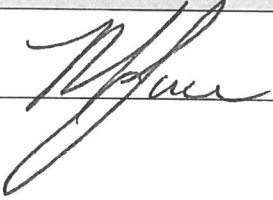
The following agencies are responsible for this annex:

AGENCY	TITLE OF CONTACT
Hartland Township Public Works Department	Director / Michael Luce

The line of succession for representing the Public Works function during a response to an emergency or disaster situation is:

TITLE	AGENCY
Public Works Operator / Kyle Mitchell	Hartland Township Public Works Department
Public Works Operator / Tyler Brooks	Hartland Township Public Works Department
Public Works Admin / Kelly Bagdon	Hartland Township Public Works Department

Hartland Township Public Works Department is responsible for reporting or delegating another individual from their agency to report to the EOC during scheduled exercises or emergencies to coordinate and represent the Public Works function.

SIGNATURE OF PUBLIC WORKS OFFICIAL	DATE
	2/1/2021

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Robert M. West, Township Manager

Subject: Resolution – Fire Millage Resolution

Date: February 10, 2021

Recommended Action

Move to adopt the Fire Millage Resolution rescinding the 2012 fire millage and to implement the fire millage approved in November 2020.

Discussion

Hartland Township Board of Trustees passed a resolution to put a fire millage request on the November 2020 ballot a year prior to the existing millage expiration date. Residents approved the 2.06-mills for 5-years millage proposal, resulting in the subsequent need for the Township Board to vacate the existing 1.81 millage.

Each respective community in the Hartland Deerfield Fire Authority is required to fund their allocation of financial obligation independent of the other community. The proposed millage applies only to the Hartland Township Community as Deerfield Township has a current fire millage in place. The new millage is currently effective and the action to vacate the existing millage must occur prior to collection based upon the recently approved millage. There will be no overlapping of taxpayer dollars through the collection process. Adoption of the proposed millage will officially vacate the prior fire protection millage.

Attachments

Resolution – Fire Millage Resolution



Board of Trustees

William J. Fountain, Supervisor
Larry N. Ciofu, Clerk
Kathleen A. Horning, Treasurer

Matthew J. Germane, Trustee
Summer L. McMullen, Trustee
Denise M. O'Connell, Trustee
Joseph M. Petrucci, Trustee

RESOLUTION NO. 21-_____

FIRE MILLAGE RESOLUTION

At a meeting of the Township Board of Hartland Township (“Township Board”), Livingston County, Michigan, held electronically pursuant to the Open Meetings Act, 1976 PA 267, on _____, 2021, at ____ p.m.

PRESENT: _____

ABSENT: _____

The following Resolution was offered by _____ and seconded by _____.

WHEREAS, Hartland Township (“Township”) residents authorized the Township to levy 1.8819 mills, for ten (10) years beginning in 2012 through 2021, inclusive, to provide funds for operating, equipping, constructing and purchasing for the Hartland Deerfield Fire Authority or for any other purpose authorized by law for fire service purposes; and

WHEREAS, Headlee Amendment rollbacks limited the previously authorized millage from 1.8819 mills to 1.8106 mills; and

WHEREAS, on November 3, 2020, Township residents voted to approve a new additional millage in the amount not to exceed 2.06 mills for a period of five (5) years, 2021

through 2025 inclusive, to provide funds for operating, equipping, constructing and purchasing for the Hartland Deerfield Fire Authority or for any other purpose authorized by law for fire service purposes; and

WHEREAS, the Township has the authority to levy 3.8706 millage through the end of 2021 at which point the previously authorized millage of 1.8106 will expire; and

WHEREAS, the Township intends to only levy the new millage of 2.06 mills (subject to any Headlee rollbacks) approved by Township residents on November 3, 2020; and

WHEREAS, the Township has determined that levying the 2.06 millage (subject to any Headlee rollbacks) is in the best interests of the public health, safety and welfare of the Township residents.

THEREFORE, be it resolved by the Township Board of Hartland Township, Livingston County, Michigan, as follows:

1. The Township Board has determined that it will levy the new additional millage approved by Township residents on November 3, 2020, in an amount not to exceed 2.06 mills (subject to Headlee rollbacks), necessary to provide funds for operating, equipping, constructing and purchasing for the Hartland Deerfield Fire Authority or for any other purpose authorized by law for fire service purposes; and

2. The Township Board will not levy the previously authorized millage approved by Township residents in 2012, in an amount not to exceed 1.8106 mills (subject to Headlee rollbacks), to provide funds for operating, equipping, constructing and purchasing for the Hartland Deerfield Fire Authority or for any other purpose authorized by law for fire service purposes.

3. Any resolution inconsistent with this Resolution is hereby rescinded.

ADOPTED:

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
)
COUNTY OF LIVINGSTON)

I, the undersigned, the duly qualified and acting Township Clerk of the Hartland Township, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a meeting held on ____ __, 2021.

Larry Ciofu, Hartland Township Clerk

18461:00003:5294303-2

HARTLAND TOWNSHIP FIRE MILLAGE PROPOSAL

Hartland Township is asking Hartland Township residents for a new fire millage to replace the current 18-year-old one. Hartland residents passed a 1.97-mill fire millage in 2002, which was originally renewed for 10 years and is not set to expire until the end of 2021. The millage renewal passed in 2002 was the first time the Township tried a 10-year millage. Economic slowdowns and one recession have reduced millage return projections as *Headlee Amendment* overrides have limited the millage down to just under 1.82-mills.

Hartland Township Board of Trustees passed a resolution to put a fire millage request on the November ballot a year early. On the ballot, residents will see a new request of 2.06-mills for 5-years. This .25-mill increase will cost the average homeowner \$31.25 annually. It should be noted that because of Headlee rollbacks, if approved, the new millage would be down to the original 2002 level of 1.97-mills in 5 years.

Each respective community in the Hartland Deerfield Fire Authority is required to fund their allocation of financial obligation independent of the other community. The proposed millage applies only to the Hartland Township Community as Deerfield Township has a current fire millage in place. If the new millage passes, it will not become effective until 2021, and it will replace the current one, which will then be vacated at the end of 2020. There will be no overlapping of taxpayer dollars.

The .25 mill/5-year tax increase would cost the average Hartland Township homeowner \$31.25 annually.

Township

Hartland Township Fire Millage Proposal

Shall the tax limitation on all taxable property within Hartland Township, Livingston County, Michigan, be increased and the Township be authorized to levy annually a new additional millage in an amount not to exceed 2.06 mills (\$2.06 on each \$1,000 of taxable value), for five (5) years, 2021 to 2025 inclusive, to provide funds for operating, equipping, constructing and purchasing for the Hartland Deerfield Fire Authority or for any other purpose authorized by law for fire service purposes? The estimate of the revenue the Township will collect in the first year of levy (2021) if the millage is approved is approximately \$1,545,000.

Yes

No

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Robert M. West, Township Manager
Subject: 2020 Water and Sewer Surcharge Fee Waiver
Date: February 10, 2021

Recommended Action

Move to adopt the resolution No. 20-XX outlining the waiving of the 2020 water and sewer surcharge fees based upon data collected during the 2020 calendar year.

Discussion

Manager West is recommending the waiving utility surcharge fees for the 2020 calendar year.

The surcharge program only effects the commercial businesses in Hartland, and was established to correct deficiencies within utility capacity purchases. There is no impact on the utility financials as the revenue is directly offset by the exchange for additional utility capacity for the businesses. Residential water and/or sewer users are not impacted by surcharge fees and will not be impacted through the waiver.

The resolution presented, if adopted, would waive all water and sewer surcharge fees based upon the 2020 calendar year surcharges. Adoption of the resolution aligns with the Business Friendly intentions of the Board, and will provide additional support for businesses within the community.

Financial Impact

Is a Budget Amendment Required? Yes No

Attachments

Resolution No. 20-XX : 2020 Water and Sewer Surcharge Fee Waiver



Board of Trustees

William J. Fountain, Supervisor
Larry N. Ciofu, Clerk
Kathleen A. Horning, Treasurer

Matthew J. Germane, Trustee
Summer L. McMullen, Trustee
Denise M. O’Connell, Trustee
Joseph M. Petrucci, Trustee

RESOLUTION NO. 21-_____

2020 WATER AND SEWER SURCHAGE FEE WAIVER

At a meeting of the Township Board of Hartland Township (“Township Board”), Livingston County, Michigan, held electronically pursuant to the Open Meetings Act, 1976 PA 267, on ____ __, 2021, at ____ p.m.

PRESENT: _____

ABSENT: _____

The following Resolution was offered by _____ and seconded by _____.

WHEREAS, the Township Board is authorized to establish and adjust fees for water and sewer service under adopted Resolution No. 16-R011; and

WHEREAS, the Township’s Water and Sewer Ordinance, No. 81, expressly permit the Township Board to establish Residential Equivalent Units (REUs) measured in gallons per day

and to establish the Excess Flow Surcharge from time to time by resolution of the Township Board;
and

WHEREAS, the Township Board has aimed to support local businesses in response to the COVID-19 pandemic by waiving the 2020 sewer and water surcharge fees as outlined in Resolution No. 12-R022, "Resolution Adopting Standards for Residential Equivalent Units and Setting an Excess Flow Surcharge"; and

WHEREAS, it is in the interest of the Township to continue support for local businesses through the ongoing novel coronavirus (COVID-19) pandemic and beyond.

THEREFORE, be it resolved by the Board of Trustees of the Township of Hartland, Livingston County, Michigan, as follows:

1. The Township Board temporarily amends the Township's ordinance pertaining to "excess flow surcharge" to waive all surcharge fees based upon data collected during the 2020 calendar year for businesses connected to the Township water and/or sewer utilities with exceedances beyond that of their allocated and authorized capacity.
2. This resolution shall take effect immediately upon its passage and shall only apply to the 2020 calendar year surcharge calculations. Surcharge calculations will resume on January 1, 2021.
3. Any resolution that conflicts with this Resolution is repealed upon the effective date of the Ordinance.

A vote on the foregoing resolution was taken and was as follows:

ADOPTED:

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)

)

COUNTY OF LIVINGSTON)

I, the undersigned, the duly qualified and acting Township Clerk of the Hartland Township, Livingston County, Michigan, DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceedings taken by the Township Board of said Township at a meeting held on ____ __, 2021.

Larry Ciofu, Hartland Township Clerk

18461:00003:5294303-2

Hartland Township Board of Trustees Meeting Agenda Memorandum

Submitted By: Robert M. West, Director of Public Works

Subject: Budget Discussion: General Fund

Date: December 31, 2020

Recommended Action

Discussion only

Discussion

Attached are the draft FY22 and FY23 General Fund budgets. In depth discussions of revenue projections and notable expenditures will be held on January 5, 2021. While the Board will only adopt FY22 budget in March 2021, two years are always presented for discussion purposes.

Financial Impact

Is a Budget Amendment Required? Yes No

If there is a financial impact, include it here. If not, delete this section.

Attachments

Draft Working Budget General Fund FY22 & FY23

BUDGET REPORT
 Fund: 101 GENERAL FUND
 HARTLAND TOWNSHIP
 DRAFT WORKING BUDGET GENERAL FUND
 FY22 AND FY23

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	2020-21 PROJECTED ACTIVITY	2021-22 DEPT REQUESTED BUDGET	2021-22 NAGER RECOMMENDED BUDGET	2022-23 DEPT REQUESTED BUDGET	2022-23 NAGER RECOMMENDED BUDGET
ESTIMATED REVENUES							
Dept 000							
101-000-402.000	CURRENT REAL PROP TAX	572,786	573,338	587,879	587,879	593,883	593,883
	FOOTNOTE AMOUNTS:		573,338	587,879	587,879		
	(2021-22) FY22: 4.63% INCREASE PROJECTED TO TAXABLE VALUE + NEW DEVELOPMENT EST.						
	FOOTNOTE AMOUNTS:					593,883	593,883
	(2022-23) FY23: .5% INCREASE TO PROJECTED TV + SMALL NEW CONSTRUCTION						
	GL # FOOTNOTE TOTAL:		573,338	587,879	587,879	593,883	593,883
101-000-421.000	MOBILE HOME FEES	3,180	3,180	3,180	3,180	3,180	3,180
	FOOTNOTE AMOUNTS:			3,180	3,180	3,180	3,180
	(2020-21 To ?) HOMES AVERAGE 530 A MONTH @ .50 EACH						
101-000-445.001	PRE INTEREST		215				
101-000-446.000	INTEREST & PENALTY DEL TAX	150	150	150	150	150	150
101-000-477.000	DOG LICENSES	430	430	430	430	430	430
	FOOTNOTE AMOUNTS:			430	430	430	430
	(2016-17 To ?) DOG LICENSES REMAIN STEADY						
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHAF	2,000		2,000	2,000	2,000	2,000
	FOOTNOTE AMOUNTS:			2,000	2,000	2,000	2,000
	(2019-20 To ?) EST BASED ON FY19 ACTUAL						
101-000-574.000	STATE SHARED REVENUE	1,353,040	1,293,221	1,293,221	1,293,221	1,293,221	1,293,221
	FOOTNOTE AMOUNTS:			1,240,080	1,240,080	1,240,080	1,240,080
	(2020-21 To 2022-23) SMALL INCREASE TO CONSTITUTIONAL PER STATE'S PROJECTIONS (.166%)						
	FY23 ASSUMES NO INCREASE - PLACEHOLDER PRIOR TO RELEASE OF CENSUS DATA.						
	FOOTNOTE AMOUNTS:		1,293,221	53,141	53,141	53,141	53,141
	(2020-21 To 2022-23) CVTRS AMOUNT INCREASED IN FY20 - FLAT AMOUNT PER STATE'S FY20 ESTIMATE.						
	GL # FOOTNOTE TOTAL:		1,293,221	1,293,221	1,293,221	1,293,221	1,293,221
101-000-608.000	BOARD OF APPEALS	1,400	1,400	1,400	1,400	1,400	1,400
	FOOTNOTE AMOUNTS:			1,400	1,400	1,400	1,400
	(2017-18 To ?) ASSUMES NO CHANGE; 2 MEETINGS						
101-000-609.000	PROPERTY TAX ADMINISTRATION	231,350	244,187	253,909	253,909	258,467	258,467
	FOOTNOTE AMOUNTS:		244,187	253,909	253,909		
	(2017-18 To 2021-22) INCREASE BASED ON NEW CONSTRUCTION ESTIMATES AND IMPACT ON TAXABLE VALUES.						
	FOOTNOTE AMOUNTS:					258,467	258,467
	(2021-22 To 2022-23) PER PROPERTY TAX REVENUE CALCS						
	GL # FOOTNOTE TOTAL:		244,187	253,909	253,909	258,467	258,467
101-000-611.000	SCHOOL COLLECTION FEES	17,700	17,673	17,700	17,700	17,725	17,725
	FOOTNOTE AMOUNTS:		17,673	17,700	17,700	17,725	17,725
	(2021-22 To ?) ASSUMES SMALL ANNUAL INCREASE DUE TO NEW PARCELS						
101-000-612.000	CABLE FRANCHISE FEES	221,000	221,000	221,000	221,000	220,500	220,500
	(2016-17 To ?) PRIOR YEARS:5% INCREASE BASED ON HISTORICAL AVERAGES						
	FOOTNOTE AMOUNTS:			221,000	221,000	220,500	220,500
	(2019-20 To 2022-23) SMALL DECREASES ASSUMED DUE TO DECREASE IN ACTUAL. INDUSTRY EXPERIENCING DECREASE IN FEES DUE TO HIGHER USAGE OF OTHER CONTENT STREAMING TECHNOLOGY (ROKU, HULU, AMAZON PRIME, ETC).						
101-000-622.000	ZONING FEES	41,297	44,869	41,716	41,716	41,732	41,732
	(2016-17 To ?) BASED ON 4 YEAR ACTUALS (FY15 - FY18).						
	FOOTNOTE AMOUNTS:		44,869	41,716	41,716	41,732	41,732
	(2019-20 To 2022-23) FY22 BASED ON ROLLING AVERAGE OF 4 YEARS (FY18- PROJ FY21)						
	FY23 BASED ON AVERAGE OF FY21 & PROJECT. FY22						
	SEE PLANNING REVENUE PROJECTIONS						
101-000-628.100	PROFESSIONAL REVIEW COSTS	50,000	50,000	50,000	50,000	50,000	50,000
	FOOTNOTE AMOUNTS:			50,000	50,000	50,000	50,000
	(2021-22 To ?) PLACEHOLDER FOR FEES PAID BY DEVELOPERS FOR PROF REVIEWS						
101-000-642.000	COLUMBARIUM SALES			2,200	2,200	2,200	2,200
	FOOTNOTE AMOUNTS:			2,200	2,200	2,200	2,200
	(2021-22 To ?) AS OF FY22 - ALL CEMETERY ACTIVITES MOVED TO GF						
	ASSUMES 4 SALES						
101-000-643.000	LOT SALES			3,300	3,300	3,300	3,300
	FOOTNOTE AMOUNTS:			3,300	3,300	3,300	3,300
	(2021-22 To ?) AS OF FY22 ALL CEMETERY ACTIVITES MOVED TO GF						
	ASSUMES 6 LOT SPACES SOLD						
101-000-645.000	PRINTED MATERIALS	600	3,000	600	600	600	600

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ESTIMATED REVENUES							
Dept 000							
	FOOTNOTE AMOUNTS:			600	600	600	600
	(2015-16 To ?) STATIC REVENUE CATEGORY. NO INCREASE						
101-000-646.000	PASSPORT FEES	8,750	2,500	3,500	3,500	5,075	5,075
	FOOTNOTE AMOUNTS:			3,500	3,500		
	(2021-22) 100 @\$35 EACH - REDUCED DUE TO COVID-19						
	FOOTNOTE AMOUNTS:					5,075	5,075
	(2021-22 To 2022-23) 145 @ \$35 EACH						
	GL # FOOTNOTE TOTAL:			3,500	3,500	5,075	5,075
101-000-651.000	PARKS & REC USE FEES	3,500	3,500	3,500	3,500	3,500	3,500
	FOOTNOTE AMOUNTS:			1,000	1,000	1,000	1,000
	(2021-22 To 2022-23) PARK RENTALS (FEES WILL BE SPLIT 50/50 WITH HAYAA/HCSA/HYL) -RENTAL REVENUE WILL BE PUT INTO 101-000-651.000 REVENUE ACCT; AND PAYMENT TO HAYAA/HCSA/HYL WILL BE PAID OUT OF EXPENSE ACCT 101-751-801.000. ASSUMES ONE \$200 RENTAL PLUS ONE \$500 TOURNAMENT).						
	FOOTNOTE AMOUNTS:			2,500	2,500	2,500	2,500
	(2021-22 To 2022-23) PARK PAVILION RENTALS (ESTIMATED \$2000)						
	GL # FOOTNOTE TOTAL:			3,500	3,500	3,500	3,500
101-000-652.000	FARMERS MARKET REVENUE	2,500	2,540	2,500	2,500	2,500	2,500
	FOOTNOTE AMOUNTS:			2,500	2,500	2,500	2,500
	(2016-17 To ?) BOOTH FEES AND SPONSORSHIPS						
101-000-665.000	INTEREST EARNINGS	9,000	4,000	4,000	4,000	4,000	4,000
	FOOTNOTE AMOUNTS:			4,000	4,000	4,000	4,000
	(2017-18 To 2022-23) INTEREST INCOME REDUCED SIGNIFICANTLY DUE TO COVID EFFECT ON INTEREST RATES. WILL REASSESS NEXT YEAR.						
101-000-667.000	RENTS - HERO CENTER	4,400					
	(2017-18 To ?) PER CONTRACT WITH HDFA						
101-000-667.001	CELL TOWER LEASE ATT	37,961	39,882	40,777	40,777	41,654	41,654
	(2016-17 To 2022-23) CONTRACT RENEWED AT HIGHER RATE OF \$2895/MTH.						
	FOOTNOTE AMOUNTS:		39,882	40,777	40,777	41,654	41,654
	(2019-20 To 2022-23) 3% ANNUAL INCREASE ON AUGUST PAYMENT						
	CURRENT \$3356 AUG2020 - JULY2021						
	\$3457 AUG 2021 - JULY 2022						
	\$3491 AUG 2022 - JULY2023						
101-000-667.002	CABLE STUDIO RENT	12,984	12,984	12,984	12,984	12,984	12,984
	FOOTNOTE AMOUNTS:		12,984	12,984	12,984	12,984	12,984
	(2018-19 To ?) 1,082 SQUARE FOOT CABLE STUDIO RENTED BY PEG FUND (SAME RATE AS HDFA-HERO CENTER \$12/SQ FT)						
101-000-674.100	SPECIAL EVENTS DONATIONS	16,000		16,000	16,000	16,000	16,000
	FOOTNOTE AMOUNTS:			16,000	16,000	16,000	16,000
	(2015-16 To ?) PROJECTED WINTERFEST SPONSORSHIPS; EXPENDITURES FOR THE EVENT WILL BE ALIGNED WITH MONIES RECEIVED WINTER FEST CANCELLED 2021.						
101-000-676.000	REIMBURSEMENTS	20,947	14,215				
	FOOTNOTE AMOUNTS:		14,215				
	(2020-21 To ?) FY21 REIMB FROM STATE FOR FEB 2020 PRESIDENTIAL PRIMARY						
101-000-676.536	REIMB ADMIN FEE WATER	83,141	83,141	90,383	90,383	93,095	93,095
	FOOTNOTE AMOUNTS:			90,383	90,383		
	(2021-22) PER UPDATED SALARY ALLOCATION WORKSHEET						
	FOOTNOTE AMOUNTS:					93,095	93,095
	(2022-23) FY23 EST BASED ON 3% INCREASE OVER FY22						
	GL # FOOTNOTE TOTAL:			90,383	90,383	93,095	93,095
101-000-676.590	REIMB ADMIN FEE SEWER	79,627	79,627	79,612	79,612	82,000	82,000
	FOOTNOTE AMOUNTS:			79,612	79,612		
	(2021-22) PER UPDATED SALARY ALLOCATION WORKSHEET						
	FOOTNOTE AMOUNTS:					82,000	82,000
	(2022-23 To ?) FY23: 3% INCREASE OVER FY22						
	GL # FOOTNOTE TOTAL:			79,612	79,612	82,000	82,000
101-000-687.000	REBATES&REFUNDS		1,004				
101-000-694.000	OTHER REVENUE		9,716				
Totals for dept 000 -		2,773,743	2,705,772	2,731,941	2,731,941	2,749,596	2,749,596
TOTAL ESTIMATED REVENUES		2,773,743	2,705,772	2,731,941	2,731,941	2,749,596	2,749,596

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APPROPRIATIONS							
Dept 101 - TOWNSHIP BOARD							
101-101-715.000	EMPLOYERS SOC SEC	2,448	2,448	2,448	2,448	2,448	2,448
	FOOTNOTE AMOUNTS:			612	612	612	612
	(2018-19 To ?) SSA ON SPECIAL MEETINGS \$8000						
	FOOTNOTE AMOUNTS:			1,836	1,836		
	(2021-22) FY 22 - 7.65%						
	FOOTNOTE AMOUNTS:					1,836	1,836
	(2022-23 To ?) FY 22 - 7.65%						
	GL # FOOTNOTE TOTAL:			2,448	2,448	2,448	2,448
101-101-718.000	RETIREMENT	3,600	3,600	3,600	3,600	3,600	3,600
	FOOTNOTE AMOUNTS:			3,600	3,600		
	(2021-22) FY 22 - \$3,600						
	FOOTNOTE AMOUNTS:					3,600	3,600
	(2022-23 To ?) FY 22 - \$3,600						
	GL # FOOTNOTE TOTAL:			3,600	3,600	3,600	3,600
101-101-725.000	BOARD FEES	32,000	32,000	32,000	32,000	32,000	32,000
	FOOTNOTE AMOUNTS:			8,000	8,000	8,000	8,000
	(2016-17 To ?) ADD'L 10 SPECIAL MEETINGS + 40 ADDITIONAL STIPENDS FOR TRUSTEES FOR SPECIAL COMMITTEES						
	FOOTNOTE AMOUNTS:					24,000	24,000
	(2019-20 To ?) \$6,000/YEAR SALARY FOR FOUR (4) TRUSTEES						
	FOOTNOTE AMOUNTS:			24,000	24,000		
	(2021-22) \$6,000/YEAR SALARY FOR FOUR (4) TRUSTEES						
	GL # FOOTNOTE TOTAL:			32,000	32,000	32,000	32,000
101-101-727.000	SUPPLIES & POSTAGE	500	500	500	500	500	500
	FOOTNOTE AMOUNTS:		500	500	500	500	500
	(2015-16 To ?)						
101-101-804.000	MEMBERSHIP & DUES	22,915	22,915	22,915	22,915	22,915	22,915
	FOOTNOTE AMOUNTS:			6,400	6,400	6,400	6,400
	(2015-16 To ?) MICHIGAN TOWNSHIPS ASSOCIATION (MTA)						
	FOOTNOTE AMOUNTS:			350	350	350	350
	(2015-16 To ?) HARTLAND AREA CHAMBER OF COMMERCE (HACC)						
	FOOTNOTE AMOUNTS:			185	185	185	185
	(2015-16 To ?) MICHIGAN MUNICIPAL LEAGUE (MML) [DUE TO OUR USE OF THE WORKERS' COMPENSATION FUND]						
	FOOTNOTE AMOUNTS:			145	145	145	145
	(2015-16 To ?) PRESS & ARGUS ANNUAL SUBSCRIPTION						
	FOOTNOTE AMOUNTS:			14,000	14,000	14,000	14,000
	(2015-16 To ?) EDCLC-SPARK AGREEMENT (RENEWED 2017; 2021 RATE TBD)						
	FOOTNOTE AMOUNTS:			1,835	1,835	1,835	1,835
	(2020-21 To ?) PROTEC (0.125/RESIDENT; BASED ON 2010 CENSUS)						
	GL # FOOTNOTE TOTAL:			22,915	22,915	22,915	22,915
101-101-807.000	AUDIT FEES	10,500	9,160	10,500	10,500	10,500	10,500
	FOOTNOTE AMOUNTS:		9,160	10,500	10,500	10,500	10,500
	(2017-18 To ?) CONTRACT EXPIRES IN 2020; 2021 RATE TBD						
101-101-826.000	LEGAL FEES	8,000	8,000	8,000	8,000	8,000	8,000
	FOOTNOTE AMOUNTS:			8,000	8,000	8,000	8,000
	(2015-16 To ?) ESTIMATE BASED ON RECENT ANNUAL DECREASES AND STAFF'S ABILITY TO CONTROL THIS COST CENTER VERY WELL - OFTEN GETS REAPPROPRIATED TO OTHER LINE ITEMS, DEPENDING ON THE SPECIFIC ISSUE OR CASE (I.E. CODE ENFORCEMENT)						
101-101-957.000	EDUCATION/TRAINING/CONVENTION	1,000	4,000	1,300	1,300	4,300	4,300
	FOOTNOTE AMOUNTS:		3,000			3,000	3,000
	(2015-16 To ?) GROUP ON-SITE TRAINING OR RETREAT(S) EVERY OTHER YEAR						
	FOOTNOTE AMOUNTS:		1,000	1,000	1,000	1,000	1,000
	(2015-16 To ?) ALLOWANCE FOR BOARD MEMBERS TO ATTEND MTA ANNUAL CONFERENCE OR OTHER SELECT TRAINING OPPORTUNITIES						
	FOOTNOTE AMOUNTS:			300	300	300	300
	(2021-22 To ?) MISC BOARD COMMUNITY EVENTS						
	GL # FOOTNOTE TOTAL:		4,000	1,300	1,300	4,300	4,300
Totals for dept 101 - TOWNSHIP BOARD		80,963	82,623	81,263	81,263	84,263	84,263
Dept 171 - SUPERVISOR							
101-171-702.000	SUPERVISOR SALARY	31,000	31,000	31,000	31,000	31,000	31,000
101-171-715.000	EMPLOYERS SOC SEC	2,372	2,372	2,372	2,372	2,372	2,372

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APPROPRIATIONS							
Dept 171 - SUPERVISOR							
	FOOTNOTE AMOUNTS:		2,372	2,372	2,372		
	(2021-22) FY 20 - 7.65%					2,372	2,372
	FOOTNOTE AMOUNTS:						
	(2022-23 To ?) FY 20 - 7.65%						
	GL # FOOTNOTE TOTAL:		2,372	2,372	2,372	2,372	2,372
101-171-718.000	RETIREMENT	900	900	900	900	900	900
	FOOTNOTE AMOUNTS:		900	900	900		
	(2021-22) FY22 - \$75/MONTH FOR 12 MONTHS					900	900
	FOOTNOTE AMOUNTS:						
	(2022-23 To ?) FY22 - \$75/MONTH FOR 12 MONTHS						
	GL # FOOTNOTE TOTAL:		900	900	900	900	900
101-171-727.000	SUPPLIES & POSTAGE	100	100	100	100	100	100
Totals for dept 171 - SUPERVISOR		34,372	34,372	34,372	34,372	34,372	34,372
Dept 172 - ADMINISTRATION							
101-172-702.000	MANAGER SALARY	92,174	87,000	95,000	95,000	95,000	95,000
	FOOTNOTE AMOUNTS:			95,000	95,000		
	(2021-22) FY22 - PLACEHOLDER BASED ON FY21					95,000	95,000
	FOOTNOTE AMOUNTS:						
	(2022-23) FY23 - PLACEHOLDER BASED ON FY22						
	GL # FOOTNOTE TOTAL:			95,000	95,000	95,000	95,000
101-172-702.100	SALARY IN LIEU OF BENEFITS		2,100	3,600	3,600	3,600	3,600
	FOOTNOTE AMOUNTS:			3,600	3,600	3,600	3,600
	(2021-22 To ?) TWP MANAGER						
101-172-702.200	SALARY IN LIEU OF RETIREMENT	10,617	3,097				
101-172-703.000	VACATION/PTO PAYOUT	7,759	5,717	7,000	7,000	7,000	7,000
	FOOTNOTE AMOUNTS:			7,000	7,000		
	(2021-22) FY22 ESTIMATE: PER PAST HISTORY ABOUT 7,000/ANNUALLY					7,000	7,000
	FOOTNOTE AMOUNTS:						
	(2022-23 To ?) FY22 ESTIMATE: PER PAST HISTORY ABOUT 7,000/ANNUALLY						
	GL # FOOTNOTE TOTAL:			7,000	7,000	7,000	7,000
101-172-704.000	PROJECT COORDINATOR	41,767	43,597	41,617	41,617	41,417	41,417
	FOOTNOTE AMOUNTS:			41,617	41,617		
	(2021-22) (\$20.96/HOUR X 9.5 HOURS X 209 DAYS) PER FY19 PAYROLL STEP SCHEDULE					41,417	41,417
	FOOTNOTE AMOUNTS:						
	(2022-23) (\$20.96/HOUR X 9.5 HOURS X 209 DAYS) PER FY19 PAYROLL STEP SCHEDULE						
	GL # FOOTNOTE TOTAL:			41,617	41,617	41,417	41,417
101-172-706.000	RECEPTIONIST WAGES	21,084	21,084	21,298	21,298	21,298	21,298
	FOOTNOTE AMOUNTS:			21,298	21,298		
	(2021-22) 30 HOURS PER WEEK X 51 WEEKS = 1530 HOURS X \$13.92					21,298	21,298
	FOOTNOTE AMOUNTS:						
	(2022-23) 30 HOURS PER WEEK X 51 WEEKS = 1530 HOURS X \$13.92						
	GL # FOOTNOTE TOTAL:			21,298	21,298	21,298	21,298
101-172-709.100	MERIT/BONUS PAY	2,150	2,150				
	(2020-21 To ?) PER BOARD APPROVAL FOR MANAGER						
	(2020-21 To ?) PROJECT COORDINATOR						
101-172-715.000	EMPLOYERS SOC SEC	14,490	14,490	12,448	12,448	12,433	12,433
	(2019-20 To ?) ADD'L AMOUNT ON VACATION PAYOUT						
	FOOTNOTE AMOUNTS:			12,448	12,448		
	(2021-22) 7.65%					12,433	12,433
	FOOTNOTE AMOUNTS:						
	(2022-23) 7.65%						
	GL # FOOTNOTE TOTAL:			12,448	12,448	12,433	12,433
101-172-716.000	EMPLOYMENT EXPENSE	33,590	13,000	9,327	9,327	10,022	10,022
	FOOTNOTE AMOUNTS:			9,327	9,327		
	(2021-22) FY22 - PROJECT COORDINATOR						
SINGLE COVERAGE: MEDICAL, DENTAL, VISION, HSA CONTRIBUTION + STD/LTD/LIFE 80/20 SPLIT							

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APPROPRIATIONS							
Dept 172 - ADMINISTRATION							
	FOOTNOTE AMOUNTS:					10,022	10,022
	(2022-23) FY23 - PROJECT COORDINATOR						
	SINGLE COVERAGE: MEDICAL, DENTAL, VISION, HSA CONTRIBUTION + STD/LTD/LIFE 80/20 SPLIT						
	GL # FOOTNOTE TOTAL:			9,327	9,327	10,022	10,022
101-172-718.000	RETIREMENT	4,162	7,800	13,662	13,662	13,642	13,642
	FOOTNOTE AMOUNTS:			13,662	13,662		
	(2021-22) FY22 - 10% OF SALARY/WAGES					13,642	13,642
	FOOTNOTE AMOUNTS:						
	(2022-23) FY23 - 10% OF SALARY/WAGES						
	GL # FOOTNOTE TOTAL:			13,662	13,662	13,642	13,642
101-172-724.200	TRAVEL EXP STIPEND		600	1,200	1,200	1,200	1,200
	FOOTNOTE AMOUNTS:			1,200	1,200		
	(2021-22) TRAVEL EXPENSE STIPEND FOR BOB WEST = \$100 PER MONTH					1,200	1,200
	FOOTNOTE AMOUNTS:						
	(2022-23) TRAVEL EXPENSE STIPEND FOR BOB WEST = \$100 PER MONTH						
	GL # FOOTNOTE TOTAL:			1,200	1,200	1,200	1,200
101-172-727.000	SUPPLIES & POSTAGE	950	950	950	950	950	950
	FOOTNOTE AMOUNTS:		950	950	950	950	950
	(2015-16 To ?) MISCELLANEOUS OFFICE SUPPLIES & POSTAGE						
101-172-801.000	CONTRACTED SERVICES	14,000	12,868				
101-172-804.000	MEMBERSHIP & DUES	1,765	1,765	1,590	1,590	1,590	1,590
	FOOTNOTE AMOUNTS:		1,765	280	280	280	280
	(2015-16 To ?) MICHIGAN MUNICIPAL EXECUTIVES (MME) DUES						
	FOOTNOTE AMOUNTS:			200	200	200	200
	(2015-16 To ?) HARTLAND AREA CHAMBER OF COMMERCE LUNCHEONS						
	FOOTNOTE AMOUNTS:			950	950	950	950
	(2015-16 To ?) INTERNATIONAL CITY/COUNTY MANAGEMENT ASSOCIATION (ICMA) ANNUAL DUES						
	FOOTNOTE AMOUNTS:			160	160	160	160
	(2015-16 To ?) GOOD MORNING LIVINGSTON, SPARK AND OTHER EVENTS						
	(2015-16 To 2021-22) MANAGER TOOLS SUBSCRIPTION LICENSE						
	GL # FOOTNOTE TOTAL:		1,765	1,590	1,590	1,590	1,590
101-172-900.000	PRINTING & PUBLICATIONS		480				
101-172-956.000	MISCELLANEOUS	1,350	1,250				
101-172-957.000	EDUCATION/TRAINING/CONVENTION	3,850	1,950	2,900	2,900	2,900	2,900
	FOOTNOTE AMOUNTS:			950	950	950	950
	(2015-16 To 2022-23) MME WINTER INSTITUTE (REGISTRATION, LODGING, PER DIEMS, INCIDENTALS)						
	FOOTNOTE AMOUNTS:			950	950	950	950
	(2015-16 To 2022-23) MME SUMMER WORKSHOP (REGISTRATION, LODGING, PER DIEMS, INCIDENTALS)						
	FOOTNOTE AMOUNTS:		1,950	1,000	1,000	1,000	1,000
	(2015-16 To 2022-23) OTHER STRATEGIC TRAINING OPPORTUNITIES, SEMINARS, MEETINGS (INCLUDING PROJECT COORDINATOR)						
	(2019-20 To ?) ICMA ANNUAL CONFERENCE (REGISTRATION, FUEL, LODGING, PER DIEMS, INCIDENTALS) - SKIP UNTIL 2023						
	GL # FOOTNOTE TOTAL:		1,950	2,900	2,900	2,900	2,900
101-172-957.002	TRAVEL/MEETING EXPENSES	600		300	300	300	300
Totals for dept 172 - ADMINISTRATION		250,308	219,898	210,892	210,892	211,352	211,352
Dept 191 - ELECTIONS							
101-191-708.000	ELECTION WORKERS WAGES	35,886	23,008			27,000	27,000
	(2020-21 To 2021-22) MAY 2020 \$11922; AUG 2020 PRIMARY \$11982; NOV 2020 GENERAL \$11982						
	(2021-22) NO ELECTIONS SCHEDULED						
	FOOTNOTE AMOUNTS:					27,000	27,000
	(2022-23 To ?) AUGUST STATE PRIMARY/NOV STATE GENERAL						
101-191-715.000	EMPLOYERS SOC SEC	12	36			10	10
	(2021-22) NO ELECTIONS SCHEDULED						
	FOOTNOTE AMOUNTS:					10	10
	(2022-23) 2 ELECTIONS MINIMAL SSA						
101-191-727.000	SUPPLIES & POSTAGE	27,032	10,000	1,000	1,000	14,000	14,000
	FOOTNOTE AMOUNTS:			1,000	1,000		

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APPROPRIATIONS							
Dept 191 - ELECTIONS							
	(2021-22) NO ELECTIONS/FORM CHANGES & SUPPLIES UPGRADES					14,000	14,000
	FOOTNOTE AMOUNTS:						
	(2022-23) PRIMARY & GENERAL					14,000	14,000
	GL # FOOTNOTE TOTAL:			1,000	1,000	14,000	14,000
101-191-801.000	CONTRACTED SERVICES	4,000	6,294			5,500	5,500
	FOOTNOTE AMOUNTS:		6,294				
	(2021-22) NO ELECTIONS SCHEDULED					5,500	5,500
	FOOTNOTE AMOUNTS:						
	(2022-23) AUG PRIMARY/NOV GENERAL					5,500	5,500
	GL # FOOTNOTE TOTAL:		6,294			5,500	5,500
101-191-900.000	PRINTING & PUBLICATIONS	150	120			140	140
	(2021-22) NO ELECTIONS SCHEDULED					140	140
	FOOTNOTE AMOUNTS:						
	(2022-23) NOTICES FOR 2 ELECTIONS					140	140
101-191-930.000	REPAIRS & MAINTENANCE	900	900			1,000	1,000
	(2021-22) NO ELECTIONS SCHEDULED					1,000	1,000
	FOOTNOTE AMOUNTS:						
	(2022-23) 2 ELECTIONS AUG/NOV STATE					1,000	1,000
101-191-956.000	MISCELLANEOUS	4,195	3,300			2,100	2,100
	FOOTNOTE AMOUNTS:		3,300				
	(2021-22) NO ELECTIONS SCHEDULED					2,100	2,100
	FOOTNOTE AMOUNTS:						
	(2022-23) 2 STATE ELECTIONS AUG/NOV					2,100	2,100
	GL # FOOTNOTE TOTAL:		3,300			2,100	2,100
101-191-970.000	CAPITAL OUTLAY		586	1,150	1,150		
	FOOTNOTE AMOUNTS:			1,150	1,150		
	(2021-22) MAIL OPENER						
	Totals for dept 191 - ELECTIONS	72,175	44,244	2,150	2,150	49,750	49,750
Dept 192 - FINANCE DEPARTMENT							
101-192-702.000	FINANCE DIRECTOR SALARY	78,998	78,998	78,998	78,998	78,998	78,998
	FOOTNOTE AMOUNTS:		78,998				
	(2019-20 To ?) SUBJECT TO REVIEW, FY19 SALARY			78,998	78,998		
	FOOTNOTE AMOUNTS:						
	(2021-22) SUBJECT TO REVIEW, FY20 SALARY					78,998	78,998
	FOOTNOTE AMOUNTS:						
	(2022-23) SUBJECT TO REVIEW, FY20 SALARY					78,998	78,998
	GL # FOOTNOTE TOTAL:		78,998	78,998	78,998	78,998	78,998
101-192-704.000	FINANCE CLERK WAGES	40,604	40,604	41,617	41,617	41,417	41,417
	FOOTNOTE AMOUNTS:		40,604	41,617	41,617		
	(2021-22) FY22 (\$20.96/HOUR X 9.5 HOURS X 209 PAID WORK DAYS)					41,417	41,417
	FOOTNOTE AMOUNTS:						
	(2022-23) FY22 (\$20.96/HOUR X 9.5 HOURS X 209 PAID WORK DAYS)					41,417	41,417
	GL # FOOTNOTE TOTAL:		40,604	41,617	41,617	41,417	41,417
101-192-715.000	EMPLOYERS SOC SEC	9,150	9,150	9,227	9,227	9,212	9,212
	FOOTNOTE AMOUNTS:		9,150				
	(2019-20 To ?) 7.65% (FY20 210 PAID DAYS, FY21 209 PAID DAYS)			9,227	9,227		
	FOOTNOTE AMOUNTS:						
	(2021-22) 7.65% (FY21 209 PAID DAYS, FY22 209 PAID DAYS)					9,212	9,212
	FOOTNOTE AMOUNTS:						
	(2022-23) 7.65% (FY21 209 PAID DAYS, FY22 209 PAID DAYS)					9,212	9,212
	GL # FOOTNOTE TOTAL:		9,150	9,227	9,227	9,212	9,212
101-192-716.000	EMPLOYMENT EXPENSE	18,887	18,887	18,887	18,887	20,278	20,278
	FOOTNOTE AMOUNTS:		18,887	9,345	9,345		
	(2021-22) FY22 FINANCE CLERK SINGLE COVERAGE - ALL LINES			9,542	9,542		
	FOOTNOTE AMOUNTS:						
	(2021-22) FY22 FINANCE DIRECTOR - SINGLE COVERAGE ALL LINES					10,041	10,041
	FOOTNOTE AMOUNTS:						
	(2022-23) FY23 FINANCE CLERK SINGLE COVERAGE - ALL LINES					10,237	10,237
	FOOTNOTE AMOUNTS:						

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APPROPRIATIONS							
Dept 192 - FINANCE DEPARTMENT							
(2022-23) FY23 FINANCE DIRECTOR - SINGLE COVERAGE ALL LINES							
GL # FOOTNOTE TOTAL:			18,887	18,887	18,887	20,278	20,278
101-192-718.000	RETIREMENT	11,961	11,961	12,062	12,062	12,042	12,042
	FOOTNOTE AMOUNTS:		11,961				
	(2019-20 To ?) 10% OF SALARY/WAGES (FY20 210 PAID DAYS, FY21 209 PAID DAYS)			12,062	12,062		
	FOOTNOTE AMOUNTS:						
	(2021-22) 10% OF SALARY/WAGES (FY21 209 PAID DAYS, FY22 209 PAID DAYS)					12,042	12,042
	FOOTNOTE AMOUNTS:						
	(2022-23) 10% OF SALARY/WAGES (FY21 209 PAID DAYS, FY22 209 PAID DAYS)						
GL # FOOTNOTE TOTAL:			11,961	12,062	12,062	12,042	12,042
101-192-727.000	SUPPLIES & POSTAGE	1,200	1,200	1,200	1,200	1,200	1,200
	FOOTNOTE AMOUNTS:		1,200				
	(2017-18 To ?) POSTAGE, SUPPLIES AND CHECK STOCK.			1,200	1,200	1,200	1,200
101-192-804.000	MEMBERSHIP & DUES	475	475	475	475	475	475
	FOOTNOTE AMOUNTS:		475				
	(2016-17 To ?) MGFOA FOR DIRECTOR & CLERK GFOA FOR DIRECTOR			475	475	475	475
101-192-930.000	REPAIRS & MAINTENANCE	2,758	2,756	2,813	2,813	2,813	2,813
	FOOTNOTE AMOUNTS:		2,756	2,813	2,813	2,813	2,813
	(2016-17 To ?) SMALL INCREASE (2%) FOR BS&A SOFTWARE MAINTENANCE						
101-192-957.000	EDUCATION/TRAINING/CONVENTION	1,975	500	2,250	2,250	2,250	2,250
	FOOTNOTE AMOUNTS:			350	350		
	(2015-16 To 2021-22) FINANCE DIRECTOR & CLERK - MGFOA SPRING CONFERENCE			900	900		
	FOOTNOTE AMOUNTS:						
	(2016-17 To 2021-22) FALL MGFOA CONFERENCE 2020 BOYNE MOUNTAIN/2021 MISSION POINT			1,000	1,000		
	FOOTNOTE AMOUNTS:						
	(2020-21 To 2021-22) GFOA ANNUAL CONFERENCE - CHICAGO					350	350
	FOOTNOTE AMOUNTS:						
	(2022-23 To ?) FINANCE DIRECTOR & CLERK - MGFOA SPRING CONFERENCE					900	900
	FOOTNOTE AMOUNTS:						
	(2022-23 To ?) FALL MGFOA CONFERENCE 2020 BOYNE MOUNTAIN/2021 MISSION POINT					1,000	1,000
	FOOTNOTE AMOUNTS:						
	(2022-23 To ?) GFOA ANNUAL CONFERENCE - CHICAGO						
	FOOTNOTE AMOUNTS:						
GL # FOOTNOTE TOTAL:				2,250	2,250	2,250	2,250
Totals for dept 192 - FINANCE DEPARTMENT		166,008	164,531	167,529	167,529	168,685	168,685
Dept 209 - ASSESSOR							
101-209-702.000	ASSESSOR SALARY	70,531	70,531	70,531	70,531	70,351	70,351
	(2019-20 To ?) FY20 & FY21 - BASED ON FY19 APPROVED PAY SCALE. SUBJECT TO CHANGE						
	FOOTNOTE AMOUNTS:			70,531	70,531		
	(2021-22) BASED ON FY21 APPROVED PAY SCALE. SUBJECT TO CHANGE						
	FOOTNOTE AMOUNTS:					70,351	70,351
	(2022-23 To ?) BASED ON FY21 APPROVED PAY SCALE. SUBJECT TO CHANGE						
GL # FOOTNOTE TOTAL:				70,531	70,531	70,351	70,351
101-209-704.000	ASST ASSESSOR WAGES	46,580	46,580	46,580	46,580	46,357	46,357
	FOOTNOTE AMOUNTS:			46,580	46,580		
	(2021-22) FY22 - JOHNSON (\$23.46/HR X 9.5 HOURS X 209 WORK DAYS)					46,357	46,357
	FOOTNOTE AMOUNTS:						
	(2022-23) FY22 - JOHNSON (\$23.46/HR X 9.5 HOURS X 209 WORK DAYS)						
GL # FOOTNOTE TOTAL:				46,580	46,580	46,357	46,357
101-209-708.000	ASSESSING PERSONNEL WAGES	27,804	27,804	27,804	27,804	27,804	27,804
	(2019-20 To ?) FY 20 - PROPOSED ADD'L 100 HOURS						
	FOOTNOTE AMOUNTS:			25,818	25,818		
	(2021-22) FY22 - \$19.86 X 1300 HOURS ELIGIBLE FOR STEP INCREASE. BASED ON FY19 APPROVED PAY SCHEDULE						
	FOOTNOTE AMOUNTS:			1,986	1,986		
	(2021-22) FY22 - ADD'L 100 HOURS AT \$19.86/HOUUR						
	FOOTNOTE AMOUNTS:					25,818	25,818

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APPROPRIATIONS							
Dept 209 - ASSESSOR							
	(2022-23) FY22 - \$19.86 X 1300 HOURS ELIGIBLE FOR STEP INCREASE. BASED ON FY19 APPROVED PAY SCHEDULE						
	FOOTNOTE AMOUNTS:					1,986	1,986
	(2022-23) FY22 - ADD'L 100 HOURS AT \$19.86/HOUUR						
	GL # FOOTNOTE TOTAL:			27,804	27,804	27,804	27,804
101-209-710.000	WAGES IN LIEU OF BENEFITS	6,600	3,300	3,600	3,600	3,600	3,600
	FOOTNOTE AMOUNTS:			3,600	3,600		
	(2021-22) FY22 - UNCHANGED FROM FY21						
	FOOTNOTE AMOUNTS:					3,600	3,600
	(2022-23 To ?) FY22 - UNCHANGED FROM FY21						
	GL # FOOTNOTE TOTAL:			3,600	3,600	3,600	3,600
101-209-715.000	EMPLOYERS SOC SEC	11,591	11,591	11,362	11,362	11,345	11,345
	FOOTNOTE AMOUNTS:			11,362	11,362		
	(2021-22) 7.65% OF ALL WAGES						
	FOOTNOTE AMOUNTS:					11,345	11,345
	(2022-23) 7.65% OF ALL WAGES						
	GL # FOOTNOTE TOTAL:			11,362	11,362	11,345	11,345
101-209-716.000	EMPLOYMENT EXPENSE	1,592	18,250	20,231	20,231	21,758	21,758
	FOOTNOTE AMOUNTS:			487	487		
	(2021-22) FY 22 ASSISTANT ASSESSOR, SAME AS FY21						
	FOOTNOTE AMOUNTS:			19,744	19,744		
	(2021-22) FY22 ASSESSOR, SAME AS FY21						
	FOOTNOTE AMOUNTS:					487	487
	(2022-23) FY 23 ASSISTANT ASSESSOR, SAME AS FY21						
	FOOTNOTE AMOUNTS:					21,271	21,271
	(2022-23) FY23 ASSESSOR, SAME AS FY21						
	GL # FOOTNOTE TOTAL:			20,231	20,231	21,758	21,758
101-209-718.000	RETIREMENT	11,711	11,711	11,712	11,712	11,689	11,689
	FOOTNOTE AMOUNTS:			11,712	11,712		
	(2021-22) FY 22 - 10% OF SALARY						
	FOOTNOTE AMOUNTS:					11,689	11,689
	(2022-23) FY 22 - 10% OF SALARY						
	GL # FOOTNOTE TOTAL:			11,712	11,712	11,689	11,689
101-209-727.000	SUPPLIES & POSTAGE	1,450	1,450	1,450	1,450	1,500	1,500
	FOOTNOTE AMOUNTS:			1,450	1,450		
	(2021-22) NO CHANGE FROM PRIOR YEAR						
	FOOTNOTE AMOUNTS:					1,500	1,500
	(2022-23) SLIGHT INCREASE FOR POSTAGE						
	GL # FOOTNOTE TOTAL:		1,450	1,450	1,450	1,500	1,500
101-209-801.000	CONTRACTED SERVICES	10,000	10,000				
	(2021-22) WILL REQUEST IF NEEDED						
	(2022-23) WILL REQUEST IF NEEDED						
101-209-804.000	MEMBERSHIP & DUES	2,520	2,520	2,170	2,170	2,520	2,520
	FOOTNOTE AMOUNTS:			400	400		
	(2021-22) ASSESSORS CERTIFICATION RENEWAL - 2 @ \$175 EACH 1 @ \$50						
	(2021-22) APPRAISAL LICENSE FEE, BIENNIAL						
	FOOTNOTE AMOUNTS:			563	563		
	(2021-22) LIVINGSTON BOR DUES BASED ON COST						
	FOOTNOTE AMOUNTS:			125	125		
	(2021-22) LIVINGSTON COUNTY ASSESSORS ASSOC. DUES/LUNCHEON						
	FOOTNOTE AMOUNTS:			812	812		
	(2021-22) MLS SALES DATA						
	FOOTNOTE AMOUNTS:			270	270		
	(2021-22) MICHIGAN ASSESSORS ASSOC. DUES \$90 X 3 = \$270						
	FOOTNOTE AMOUNTS:					400	400
	(2022-23) ASSESSORS CERTIFICATION RENEWAL - 2 @ \$175 EACH 1 @ \$50						
	FOOTNOTE AMOUNTS:					350	350
	(2022-23) APPRAISAL LICENSE FEE BIENNIAL						
	FOOTNOTE AMOUNTS:					563	563
	(2022-23) LIVINGSTON BOR DUES BASED ON COST						

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APPROPRIATIONS							
Dept 209 - ASSESSOR							
	FOOTNOTE AMOUNTS:					125	125
	(2022-23) LIVINGSTON COUNTY ASSESSORS ASSOC. DUES/LUNCHEON					812	812
	FOOTNOTE AMOUNTS:					270	270
	(2022-23) MLS SALES DATA						
	FOOTNOTE AMOUNTS:						
	(2022-23) MICHIGAN ASSESSORS ASSOC. DUES \$90 X 3 = 270						
	GL # FOOTNOTE TOTAL:			2,170	2,170	2,520	2,520
101-209-811.000	TAX PREPARATION	3,800	3,800	3,800	3,800	3,850	3,850
	FOOTNOTE AMOUNTS:		3,800	3,800	3,800		
	(2021-22) NO CHANGE FROM PRIOR YEAR					3,850	3,850
	FOOTNOTE AMOUNTS:						
	(2022-23) ADJUSTED FOR 75 NEW PARCELS (HACKER RD PROJECT + METES & BOUNDS)						
	GL # FOOTNOTE TOTAL:		3,800	3,800	3,800	3,850	3,850
101-209-826.000	LEGAL FEES	37,000	25,000	12,000	12,000	12,000	12,000
	FOOTNOTE AMOUNTS:			12,000	12,000		
	(2021-22) BASE (12,000)					12,000	12,000
	FOOTNOTE AMOUNTS:						
	(2022-23) BASE (12,000)						
	GL # FOOTNOTE TOTAL:			12,000	12,000	12,000	12,000
101-209-900.000	PRINTING & PUBLICATIONS	375	375	375	375	375	375
	FOOTNOTE AMOUNTS:		375	375	375		
	(2021-22) NO INCREASE FROM PRIOR YEAR					375	375
	FOOTNOTE AMOUNTS:						
	(2022-23) NO INCREASE FROM PRIOR YEAR						
	GL # FOOTNOTE TOTAL:		375	375	375	375	375
101-209-930.000	REPAIRS & MAINTENANCE	5,715	5,715	5,450	5,450	5,590	5,590
	FOOTNOTE AMOUNTS:			1,700	1,700		
	(2021-22) \$1625 - BS&A ASSESSING SMALL INCREASE EXPECTED FOR BS&A (3%)			635	635		
	FOOTNOTE AMOUNTS:						
	(2021-22) \$635 - ESRI ARCVIEW (GIS) ADJUSTED DUE TO ALLOCATION WITHIN DEPT'S			810	810		
	FOOTNOTE AMOUNTS:						
	(2021-22) \$810 - APEX DRAWING PREGRAM - 4 LICENSES NO CHANGE FROM PRIOR YEAR			2,305	2,305		
	FOOTNOTE AMOUNTS:						
	(2021-22) \$2250 - BS&A INTERNET SERVICES, BASED ON PRIOR YEARS COST					1,750	1,750
	FOOTNOTE AMOUNTS:						
	(2022-23) \$1625 - BS&A ASSESSING SMALL ICNREASE EXPECTED FOR BS&A (3%)					655	655
	FOOTNOTE AMOUNTS:						
	(2022-23) \$655 - ESRI ARCVIEW (GIS) ADJUSTED DUE TO ALLOCATION WITHIN DEPT'S					810	810
	FOOTNOTE AMOUNTS:						
	(2022-23) \$810 - APEX DRAWING PROGRAM - 4 LICENSES NO CHANGE FROM PRIOR YEAR					2,375	2,375
	FOOTNOTE AMOUNTS:						
	(2022-23) \$2250 - BS&A INTERNET SERVICES, SAMLL INCREASE EXPECTED (3%)						
	GL # FOOTNOTE TOTAL:			5,450	5,450	5,590	5,590
101-209-956.000	MISCELLANEOUS	100	100	100	100	100	100
	FOOTNOTE AMOUNTS:		100	100	100		
	(2021-22) NO CHANGE - \$100 MISC COST WHILE AT MTT'S (MILEAGE, PARKING, LUNCH)					100	100
	FOOTNOTE AMOUNTS:						
	(2022-23) NO CHANGE - \$100 MISC COST WHILE AT MTT'S (MILEAGE, PARKING, LUNCH)						
	GL # FOOTNOTE TOTAL:		100	100	100	100	100
101-209-957.000	EDUCATION/TRAINING/CONVENTION	2,300	2,300	2,300	2,300	2,300	2,300
	FOOTNOTE AMOUNTS:		800	800	800		
	(2021-22) \$1150 - ASSESSOR MANDATORY 48 HOURS (16 HOURS PER PERSON REQUIRED) RECERTIFICATION CREDIT. INCLUDED COST OF LUNCH & MILEAGE						
	FOOTNOTE AMOUNTS:		500	500	500		
	(2021-22) \$500 - APPRAISAL MANDATORY 28 HOURS RECERTIFICATION EDUCATION			1,000	1,000		
	FOOTNOTE AMOUNTS:						
	(2021-22) MAA ASSESSORS ANNUAL CONFERENCE (LOCATION UNKNOWN)						
	FOOTNOTE AMOUNTS:						
	(2022-23) \$1150 - ASSESSOR MANDATORY 48 HOURS (16 HOURS PER PERSON REQUIRED) RECERTIFICATION CREDIT. INCLUDED COST OF LUNCH & MILEAGE					800	800
	FOOTNOTE AMOUNTS:						
	(2022-23) \$500 - APPRISAL MANDATORY 28 HOURS RECERTIFICATION EDUCATION					500	500

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APPROPRIATIONS							
Dept 209 - ASSESSOR							
	FOOTNOTE AMOUNTS:					1,000	1,000
	(2022-23) MAA ASSESSORS ANNUAL CONFERENCE (LOCATION UNKNOWN)						
	GL # FOOTNOTE TOTAL:		2,300	2,300	2,300	2,300	2,300
Totals for dept 209 - ASSESSOR		239,669	241,027	219,465	219,465	221,139	221,139
Dept 215 - CLERK							
101-215-702.000	CLERK SALARY	62,000	62,000	62,000	62,000	62,000	62,000
	FOOTNOTE AMOUNTS:					62,000	62,000
	(2019-20 To ?) SALARY PER LAST APPROVED BOARD ACTION			62,000	62,000		
	FOOTNOTE AMOUNTS:						
	(2021-22) SALARY PER LAST APPROVED BOARD ACTION						
	GL # FOOTNOTE TOTAL:			62,000	62,000	62,000	62,000
101-215-704.000	DEPUTY CLERK WAGES	42,624	46,624	41,617	41,617	43,440	43,440
	FOOTNOTE AMOUNTS:			41,617	41,617		
	(2021-22) FY 22 - VERMILLION: \$20.96 X 9.5/HOURS X 209 DAYS						
	(2021-22) FY 22 - NO ELECTIONS SCHEDULED						
	FOOTNOTE AMOUNTS:					41,417	41,417
	(2022-23) FY 22 - VERMILLION: \$20.96 X 9.5/HOURS X 209 DAYS						
	FOOTNOTE AMOUNTS:					1,216	1,216
	(2022-23) 58 EXTRA HOURS FOR ELECTION						
	GL # FOOTNOTE TOTAL:			41,617	41,617	42,633	42,633
101-215-708.000	TEMPORARY OFFICE HELP	1,942				2,652	2,652
	(2021-22) NO ELECTIONS SCHEDULED						
	FOOTNOTE AMOUNTS:					2,652	2,652
	(2022-23) 2 STATE ELECTIONS						
101-215-712.000	CASH IN LIEU OF BENEFITS	1,600	1,200				
	(2019-20 To ?) FY 20 & FY 21 - CLERK IS ON PRIORITY MEDICARE, A MEDICARE ADVANTAGE PLAN OF WHICH HE RECEIVES \$400 / QUARTER WILO						
101-215-715.000	EMPLOYERS SOC SEC	8,126	8,126	8,050	8,050	16,084	16,084
	FOOTNOTE AMOUNTS:					8,050	8,050
	(2019-20 To ?) 7.65% OF ALL WAGES						
	FOOTNOTE AMOUNTS:			8,050	8,050		
	(2021-22) 7.65% OF ALL WAGES						
	FOOTNOTE AMOUNTS:					8,034	8,034
	(2022-23) 7.65% OF ALL WAGES						
	GL # FOOTNOTE TOTAL:			8,050	8,050	16,084	16,084
101-215-716.000	EMPLOYMENT EXPENSE	21,811	21,811	21,844	21,844	23,689	23,689
	FOOTNOTE AMOUNTS:			12,400	12,400		
	(2021-22) FY 22 - CLERK - PRIORITY MEDICARE, COUPLE COVERAGE FOR ALL OTHER BENEFITS.						
	FOOTNOTE AMOUNTS:			9,444	9,444		
	(2021-22) FY 22 - DEPUTY CLERK - SINGLE COVERAGE FOR ALL LINES						
	FOOTNOTE AMOUNTS:					13,545	13,545
	(2022-23) FY 23 - CLERK - PRIORITY MEDICARE, COUPLE COVERAGE FOR ALL OTHER BENEFITS.						
	FOOTNOTE AMOUNTS:					10,144	10,144
	(2022-23) FY 23 - DEPUTY CLERK - SINGLE COVERAGE FOR ALL LINES						
	GL # FOOTNOTE TOTAL:			21,844	21,844	23,689	23,689
101-215-718.000	RETIREMENT	10,463	10,463	10,362	10,362	10,342	10,342
	FOOTNOTE AMOUNTS:			10,362	10,362		
	(2021-22) FY 22 - 10% OF SALARIES						
	FOOTNOTE AMOUNTS:					10,342	10,342
	(2022-23) FY 22 - 10% OF SALARIES						
	GL # FOOTNOTE TOTAL:			10,362	10,362	10,342	10,342
101-215-727.000	SUPPLIES & POSTAGE	860	860	1,110	1,110	860	860
	FOOTNOTE AMOUNTS:			60	60	60	60
	(2021-22 To ?) POSTAGE @ \$5/MO						
	FOOTNOTE AMOUNTS:			800	800	800	800
	(2021-22 To ?) MISCELLANEOUS SUPPLIES @ \$200/QTR						
	FOOTNOTE AMOUNTS:			250	250		
	(2021-22 To ?) NEW PRINTER						
	GL # FOOTNOTE TOTAL:			1,110	1,110	860	860
101-215-804.000	MEMBERSHIP & DUES	450	450	490	490	490	490

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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	2020-21 PROJECTED ACTIVITY	2021-22 DEPT REQUESTED BUDGET	2021-22 NAGER RECOMMENDED BUDGET	2022-23 DEPT REQUESTED BUDGET	2022-23 NAGER RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 215 - CLERK							
	FOOTNOTE AMOUNTS:			20	20		
(2021-22)	LIV CO MUNICIPAL CLERKS ASSOC						
	FOOTNOTE AMOUNTS:			65	65		
(2021-22)	MI ASSOC OF MUNICIPAL CLERKS						
	FOOTNOTE AMOUNTS:			190	190		
(2021-22)	INTL INST OF MUNICIPAL CLERKS						
	FOOTNOTE AMOUNTS:			175	175		
(2021-22)	GEN RECORDS MGT ASSOC						
	FOOTNOTE AMOUNTS:			40	40	40	40
(2021-22 To ?)	MI MUNICIPAL CEMETERY ASSOC						
	FOOTNOTE AMOUNTS:					20	20
(2022-23 To ?)	LIV CO MUNICIPAL CLERKS ASSOC						
	FOOTNOTE AMOUNTS:					65	65
(2022-23 To ?)	MI ASSOC OF MUNICIPAL CLERKS						
	FOOTNOTE AMOUNTS:					190	190
(2022-23 To ?)	INTL INST OF MUNICIPAL CLERKS						
	FOOTNOTE AMOUNTS:					175	175
(2022-23 To ?)	GEN RECORDS MGT ASSOC						
	GL # FOOTNOTE TOTAL:			490	490	490	490
101-215-900.000	PRINTING & PUBLICATIONS	2,440	2,440	2,290	2,290	2,290	2,290
	FOOTNOTE AMOUNTS:			1,560	1,560		
(2021-22)	PRESS & ARGUS - HTB MEETINGS (24 @ \$65)						
	FOOTNOTE AMOUNTS:			600	600		
(2021-22)	PRESS & ARGUS - ORDINANCES (2 @ \$300)						
	FOOTNOTE AMOUNTS:			130	130		
(2021-22)	PRESS & ARGUS - OTHER (2 @ \$65)						
	FOOTNOTE AMOUNTS:					1,560	1,560
(2022-23 To ?)	PRESS & ARGUS - HTB MEETINGS (24 @ \$65)						
	FOOTNOTE AMOUNTS:					600	600
(2022-23 To ?)	PRESS & ARGUS - ORDINANCES (2 @ \$300)						
	FOOTNOTE AMOUNTS:					130	130
(2022-23 To ?)	PRESS & ARGUS - OTHER (2 @ \$65)						
	GL # FOOTNOTE TOTAL:			2,290	2,290	2,290	2,290
101-215-957.000	EDUCATION/TRAINING/CONVENTION	2,100	2,100	2,100	2,100	1,750	1,750
	FOOTNOTE AMOUNTS:			1,250	1,250		
(2021-22)	MAMC MASTERS ACADEMY - CLERK - FEE \$600; LODGING \$650						
	FOOTNOTE AMOUNTS:			500	500		
(2021-22)	RECORDS MANAGEMENT - INTERMEDIATE TRAINING						
	FOOTNOTE AMOUNTS:			350	350		
(2021-22 To ?)	CEMETERY MAINT DEP CLERK						
	FOOTNOTE AMOUNTS:					1,250	1,250
(2022-23 To ?)	MAMC MASTERS ACADEMY - CLERK - FEE \$600; LODGING \$650						
	FOOTNOTE AMOUNTS:					500	500
(2022-23 To ?)	RECORDS MANAGEMENT - INTERMEDIATE TRAINING						
	GL # FOOTNOTE TOTAL:			2,100	2,100	1,750	1,750
Totals for dept 215 - CLERK		154,416	156,074	149,863	149,863	163,597	163,597
Dept 239 - VEHICLE USE							
101-239-740.000	OPERATING SUPPLIES	50	50	50	50	50	50
	FOOTNOTE AMOUNTS:			50	50	50	50
(2016-17 To ?)	MISC VEHICLE EXPENSES/OPERATING SUPPLIES						
101-239-860.000	GASOLINE	1,650	1,650	1,695	1,695	1,695	1,695
	FOOTNOTE AMOUNTS:			1,545	1,545	1,545	1,545
(2017-18 To ?)	TWP VEHICLES (FY18 AMOUNT LOWERED DUE TO ACTUAL FY17 & DISCOUNTED GAS THRU SCHOOLS)						
	FOOTNOTE AMOUNTS:			150	150	150	150
(2018-19 To ?)	HARTLAND SCHOOLS \$25/MO GAS USAGE FEE (SPLIT WITH WATER FUND)						
	GL # FOOTNOTE TOTAL:		1,650	1,695	1,695	1,695	1,695
101-239-861.000	MILEAGE	100	100	100	100	100	100
	FOOTNOTE AMOUNTS:			100	100	100	100

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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	2020-21 PROJECTED ACTIVITY	2021-22 DEPT REQUESTED BUDGET	2021-22 NAGER RECOMMENDED BUDGET	2022-23 DEPT REQUESTED BUDGET	2022-23 NAGER RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 239 - VEHICLE USE							
	(2018-19 To ?) MILEAGE REIMBURSEMENT -- NEW REDUCED RATE FOR VOLUNTARY USE OF PERSONAL VEHICLE (THIS IS FOR GENERAL TWP BUSINESS VEHICLE USE, NOT FOR SPECIFIC DEPARTMENTAL EDUCATIONAL/CONFERENCE MILEAGE REIMBURSEMENTS -- LOWERED FY19 BUDGET DUE TO DEPARTMENTAL BILLING.)						
101-239-930.000	REPAIRS & MAINTENANCE	500	500	500	500	500	500
	FOOTNOTE AMOUNTS:			50	50	50	50
	(2016-17 To ?) VEHICLE CAR WASHES						
	FOOTNOTE AMOUNTS:			450	450	450	450
	(2017-18 To ?) REPAIRS & MAINT (IE BRAKES, SHOCKS, BATTERIES, TIRES, OIL CHANGES, ETC.) - AMT INCREASED DUE TO INCREASING AGE OF VEHICLES						
	GL # FOOTNOTE TOTAL:			500	500	500	500
	Totals for dept 239 - VEHICLE USE	2,300	2,300	2,345	2,345	2,345	2,345
Dept 247 - BOARD OF REVIEW							
101-247-715.000	EMPLOYERS SOC SEC	225	225	172	172	172	172
	FOOTNOTE AMOUNTS:		225	172	172		
	(2021-22) 7.65% OF WAGES						
	FOOTNOTE AMOUNTS:					172	172
	(2022-23) 7.65% OF WAGES						
	GL # FOOTNOTE TOTAL:		225	172	172	172	172
101-247-725.000	BOARD OF REVIEW FEES	2,940	2,240	2,240	2,240	2,240	2,240
	FOOTNOTE AMOUNTS:		2,240	2,240	2,240		
	(2021-22) 5 BOARD MEMBERS, 32 SESSIONS PER YEAR @\$70						
	FOOTNOTE AMOUNTS:					2,240	2,240
	(2022-23) 5 BOARD MEMBERS, 32 SESSIONS PER YEAR @ \$70						
	GL # FOOTNOTE TOTAL:		2,240	2,240	2,240	2,240	2,240
101-247-727.000	SUPPLIES & POSTAGE	150	150	150	150	150	150
	FOOTNOTE AMOUNTS:		150	150	150		
	(2021-22) NO CHANGE FROM PRIOR YEAR						
	FOOTNOTE AMOUNTS:					150	150
	(2022-23) NO CHANGE FROM PRIOR YEAR						
	GL # FOOTNOTE TOTAL:		150	150	150	150	150
101-247-900.000	PRINTING & PUBLICATIONS	385	385	385	385	385	385
	FOOTNOTE AMOUNTS:		385	385	385		
	(2021-22) NO CHANGE FROM PRIOR YEAR						
	FOOTNOTE AMOUNTS:					385	385
	(2022-23) NO CHANGE FROM PRIOR YEAR						
	GL # FOOTNOTE TOTAL:		385	385	385	385	385
101-247-957.000	EDUCATION/TRAINING/CONVENTION	750	750	750	750	300	300
	FOOTNOTE AMOUNTS:		750	750	750		
	(2021-22) BIENNIAL MANDATORY EDUCATION PER STATE ASSESSING REFORM FOR 2022						
	FOOTNOTE AMOUNTS:					300	300
	(2022-23) MANDATORY EDUCATION FOR MEMBERS UNABLE TO ATTEND IN 2022						
	GL # FOOTNOTE TOTAL:		750	750	750	300	300
	Totals for dept 247 - BOARD OF REVIEW	4,450	3,750	3,697	3,697	3,247	3,247
Dept 253 - TREASURER							
101-253-702.000	TREASURER SALARY	62,000	62,000	62,000	62,000	62,000	62,000
	(2019-20 To ?) FY20 AND FY21 UNCHANGED						
	FOOTNOTE AMOUNTS:			62,000	62,000		
	(2021-22) FY21 AND FY22 UNCHANGED						
	FOOTNOTE AMOUNTS:					62,000	62,000
	(2022-23 To ?) FY21 AND FY22 UNCHANGED						
	GL # FOOTNOTE TOTAL:			62,000	62,000	62,000	62,000
101-253-704.000	DEPUTY TREASURER WAGES	44,201	44,201	47,990	47,990		
	FOOTNOTE AMOUNTS:			47,990	47,990		
	(2021-22) FY 22 - SHOLLACK (\$24.17/HOUR X 9.5 HOURS X 209 DAYS)						
	FOOTNOTE AMOUNTS:					47,760	47,760
	DENIED (2022-23) FY 22 - SHOLLACK (\$24.17/HOUR X 9.5 HOURS X 209 DAYS)						
	GL # FOOTNOTE TOTAL:			47,990	47,990	47,760	47,760
101-253-708.000	CASHIER WAGES	12,784	12,784	12,784	12,784	12,784	12,784

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APPROPRIATIONS							
Dept 253 - TREASURER							
	FOOTNOTE AMOUNTS:			12,784	12,784		
	(2021-22) FY22 - NO CHANGE TO FY21 REQUEST 760 HOURS @ \$16.82					12,784	12,784
	FOOTNOTE AMOUNTS:						
	(2022-23) FY22 - NO CHANGE TO FY21 REQUEST 760 HOURS @ \$16.82						
	GL # FOOTNOTE TOTAL:			12,784	12,784	12,784	12,784
101-253-709.100	MERIT/BONUS PAY (2020-21 To ?) FY21 BONUSES	600	600				
101-253-710.000	WAGES IN LIEU OF BENEFITS		1,350				
101-253-712.000	CASH IN LIEU OF BENEFITS	1,600	1,200	3,200	3,200	3,200	3,200
	FOOTNOTE AMOUNTS:			1,600	1,600	1,600	1,600
	(2020-21 To ?) MEDICARE STIPEND FOR TREASURER						
	FOOTNOTE AMOUNTS:			1,600	1,600		
	(2021-22) MEDICARE STIPEND FOR TREASURER					1,600	1,600
	FOOTNOTE AMOUNTS:						
	(2022-23) MEDICARE STIPEND FOR TREASURER						
	GL # FOOTNOTE TOTAL:			3,200	3,200	3,200	3,200
101-253-715.000	EMPLOYERS SOC SEC	9,271	9,271	9,225	9,225	9,497	9,497
	FOOTNOTE AMOUNTS:			9,225	9,225		
	(2021-22) FY 22 - 7.65% OF WAGES					9,497	9,497
	FOOTNOTE AMOUNTS:						
	(2022-23) FY 22 - 7.65% OF WAGES						
	GL # FOOTNOTE TOTAL:			9,225	9,225	9,497	9,497
101-253-716.000	EMPLOYMENT EXPENSE	32,239	23,300	19,818	19,818	21,427	21,427
	FOOTNOTE AMOUNTS:			9,995	9,995		
	(2021-22) FY 22 - TREASURER - PRIORITY MEDICARE, COUPLE COVERAGE FOR ALL OTHER BENEFITS.			9,823	9,823		
	FOOTNOTE AMOUNTS:					10,895	10,895
	(2021-22) FY 22 - DEPUTY TREASURER - COUPLE COVERAGE FOR ALL LINES.						
	FOOTNOTE AMOUNTS:						
	(2022-23) FY 23 - TREASURER - PRIORITY MEDICARE, COUPLE COVERAGE FOR ALL OTHER BENEFITS.					10,532	10,532
	FOOTNOTE AMOUNTS:						
	(2022-23) FY 23 - DEPUTY TREASURER - COUPLE COVERAGE FOR ALL LINES.						
	GL # FOOTNOTE TOTAL:			19,818	19,818	21,427	21,427
101-253-718.000	RETIREMENT	10,621	10,621	10,621	10,621	10,976	10,976
	FOOTNOTE AMOUNTS:			10,621	10,621		
	(2021-22) FY 21 - 10 % OF SALARY					10,976	10,976
	FOOTNOTE AMOUNTS:						
	(2022-23) FY 21 - 10 % OF SALARY						
	GL # FOOTNOTE TOTAL:			10,621	10,621	10,976	10,976
101-253-727.000	SUPPLIES & POSTAGE	1,200	1,200	1,300	1,300	1,300	1,300
	(2019-20 To ?) POSTAGE, COPY PAPER, RECEIPT PAPER, PENS, MISC OFFICE SUPPLIES						
	FOOTNOTE AMOUNTS:		1,200	1,300	1,300	1,300	1,300
	(2021-22 To ?) POSTAGE, COPY PAPER, RECEIPT PAPER, PENS, MISC OFFICE SUPPLIES; DUE TO COVID WE ARE SENDING MORE RECEIPTS USING MORE POSTAGE						
101-253-804.000	MEMBERSHIP & DUES	825	825	825	825	825	825
	(2017-18 To ?) MEMBERSHIPS AND LIFELOCK FOR DEPUTY AND TREASURER; DEP CPFA RENEWAL						
	FOOTNOTE AMOUNTS:		825				
	(2019-20 To ?) MEMBERSHIPS AND LIFELOCK FOR DEPUTY AND TREASURER; DEP CPFA RENEWAL						
	FOOTNOTE AMOUNTS:			825	825	825	825
	(2021-22 To ?) MEMBERSHIPS AND LIFELOCK FOR DEPUTY AND TREASURER; DEP CPFA RENEWAL						
	GL # FOOTNOTE TOTAL:		825	825	825	825	825
101-253-811.000	TAX PREPARATION	9,012	9,018	9,280	9,280	9,560	9,560
	FOOTNOTE AMOUNTS:		9,018				
	(2019-20 To 2021-22) COST OF PRINTING BILLS, ENVELOPES, AND POSTAGE FOR BOTH SUMMER AND WINTER BILLS. POSTAGE ANTICIPATED TO GO UP .01 EACH AND ESTIMATED PRINTING TO GO UP .01 EACH AS WELL. AS 1.5% INCREASE IN COSTS CONSIDERED						
	FOOTNOTE AMOUNTS:			9,280	9,280	9,560	9,560
	(2021-22 To 2022-23) COST OF PRINTING BILLS, ENVELOPES, AND POSTAGE FOR BOTH SUMMER AND WINTER BILLS. POSTAGE ANTICIPATED TO GO UP .01 EACH AND ESTIMATED PRINTING TO GO UP .01 EACH AS WELL. (3% INCREASE IN COSTS CONSIDERED)						
	GL # FOOTNOTE TOTAL:		9,018	9,280	9,280	9,560	9,560
101-253-811.100	TAX COLLECTION	500	500	500	500	500	500

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APPROPRIATIONS							
Dept 253 - TREASURER							
	(2015-16 To ?) DELINQUENT COLLECTION ALONG WITH PPT REMINDERS THAT GO OUT THE FIRST OF FEB REMINDER OF BUSINESSES TAXES DUE. FOOTNOTE AMOUNTS:		500				
	(2019-20 To ?) DELINQUENT COLLECTION ALONG WITH PPT REMINDERS THAT GO OUT THE FIRST OF FEB REMINDER OF BUSINESSES TAXES DUE. FOOTNOTE AMOUNTS:			500	500	500	500
	(2021-22 To ?) DELINQUENT COLLECTION ALONG WITH PPT REMINDERS THAT GO OUT THE FIRST OF FEB REMINDER OF BUSINESSES TAXES DUE. GL # FOOTNOTE TOTAL:		500	500	500	500	500
101-253-826.000	LEGAL FEES	200	200	200	200	200	200
	(2017-18 To ?) FEES FOR BANKRUPTCY PROCEEDINGS ALONG WITH COURT HEARINGS ON DPPTS THAT THE TREAS AND DEP TREAS DO WITHOUT COUNSEL - REDUCED. FOOTNOTE AMOUNTS:		200				
	(2019-20 To ?) FEES FOR BANKRUPTCY PROCEEDINGS ALONG WITH COURT HEARINGS ON DPPTS THAT THE TREAS AND DEP TREAS DO WITHOUT COUNSEL - REDUCED. FOOTNOTE AMOUNTS:			200	200	200	200
	(2021-22 To ?) FEES FOR BANKRUPTCY PROCEEDINGS ALONG WITH COURT HEARINGS ON DPPTS THAT THE TREAS AND DEP TREAS DO WITHOUT COUNSEL - REDUCED. GL # FOOTNOTE TOTAL:		200	200	200	200	200
101-253-930.000	REPAIRS & MAINTENANCE	5,050	6,400	6,800	6,800	7,200	7,200
	(2017-18 To ?) SMALL INCREASE FOOTNOTE AMOUNTS:		6,400				
	(2019-20 To ?) BSA SUPPORT FOR ALL SOFTWARE PROGRAMS, TAX, DPPT, PRE, FOOTNOTE AMOUNTS:			6,800	6,800	7,200	7,200
	(2021-22 To ?) SDH NOTE: CASH RECEIPTS ALLOCATION NEEDS TO BE INCREASED DUE TO TAX PAYMENTS. GL # FOOTNOTE TOTAL:		6,400	6,800	6,800	7,200	7,200
101-253-957.000	EDUCATION/TRAINING/CONVENTION	3,145	1,410	3,160	3,160	3,210	3,210
	FOOTNOTE AMOUNTS:		270				
	(2019-20 To 2021-22) BSA TRAININGS DEPUTY AND ADM ASSISTANT FOOTNOTE AMOUNTS:		350				
	(2019-20 To 2021-22) DEPUTY TREASURER ADVANCED TRAINING FOR HER CERTIFICATION. FOOTNOTE AMOUNTS:		700				
	(2019-20 To 2021-22) TREASURER MTA TRAINING FOOTNOTE AMOUNTS:		90				
	(2019-20 To ?) LCTA DECMBER MEETING FOOTNOTE AMOUNTS:			270	270	270	270
	(2021-22 To ?) BSA TRAININGS DEPUTY AND ADM ASSISTANT FOOTNOTE AMOUNTS:			700	700	750	750
	(2021-22 To ?) DEPUTY TREASURER ADVANCED TRAINING FOR HER CERTIFICATION. FOOTNOTE AMOUNTS:			700	700	700	700
	(2021-22 To ?) TREASURER MTA TRAINING FOOTNOTE AMOUNTS:			700	700	700	700
	(2021-22 To ?) FALL STATE TREASURERS CONFERENCE TREASURER FOOTNOTE AMOUNTS:			700	700	700	700
	(2021-22 To ?) FALL STATE TREASURERS CONFERENCE DEPUTY FOOTNOTE AMOUNTS:			90	90	90	90
	(2021-22 To ?) LCTA DECMBER MEETING GL # FOOTNOTE TOTAL:		1,410	3,160	3,160	3,210	3,210
Totals for dept 253 - TREASURER		193,248	184,880	187,703	187,703	142,679	142,679
Dept 258 - DATA PROCESSING							
101-258-801.000	CONTRACTED SERVICES	17,500	17,500	23,400	23,400	26,000	26,000
	FOOTNOTE AMOUNTS:		17,500	23,400	23,400	26,000	26,000
	(2015-16 To ?) I.T. RIGHT SERVICE CONTRACT FOR ALL ROUTINE SERVICES (INCREASES STAGED OVER 4 YEARS)						
101-258-930.000	REPAIRS & MAINTENANCE			500	500	500	500
	FOOTNOTE AMOUNTS:			500	500	500	500
	(2021-22 To ?) MAINT RENEWALS						
101-258-970.102	CAPITAL OUTLAY SOFTWARE		2,200	2,500	2,500	2,500	2,500
	FOOTNOTE AMOUNTS:		2,200	2,500	2,500	2,500	2,500
	(2021-22 To ?) ANNUAL COST OF MS 365 (NON-PEG)						
Totals for dept 258 - DATA PROCESSING		17,500	19,700	26,400	26,400	29,000	29,000

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APPROPRIATIONS							
Dept 265 - TOWNSHIP HALL & GROUNDS							
101-265-704.000	MAINT. WORKER WAGES	5,780	5,780	5,780	5,780	5,780	5,780
	FOOTNOTE AMOUNTS:			5,780	5,780	5,780	5,780
	(2020-21 To ?) FY 21 - GOODWIN (\$14.82/HOUR X 390 PART TIME HOURS = 5,779.80 ALL PARK HOURS HAVE BEEN MOVED OVER TO WATER SEASONAL EMPLOYEES FY22 - GOODWIN (14.82/HOUR X 390 PART TIME HOURS) = 5,779.80						
101-265-715.000	EMPLOYER'S SOC SEC	443	443	443	443	443	443
	FOOTNOTE AMOUNTS:			443	443		
	(2021-22) FY 22 - 7.65%						
	FOOTNOTE AMOUNTS:					443	443
	(2022-23) FY 22 - 7.65%						
	GL # FOOTNOTE TOTAL:			443	443	443	443
101-265-740.000	OPERATING SUPPLIES	4,180	4,180	4,457	4,457	4,619	4,619
	FOOTNOTE AMOUNTS:			2,136	2,136	2,243	2,243
	(2017-18 To ?) JANITORIAL/CLEANING/MAINT SUPPLIES (5% INCR/YR FOR PRODUCT COSTS & NEED) - LOWERED TO 3% FOR FY19			1,405	1,405	1,448	1,448
	FOOTNOTE AMOUNTS:						
	(2017-18 To ?) KITCHEN/PAPER SUPPLIES (3% INCR/YR FOR PRODUCT COSTS & NEED)			450	450	450	450
	FOOTNOTE AMOUNTS:						
	(2017-18 To ?) TOOLS/SUPPLIES (PLACEHOLDER FOR GENREAL MAINTENANCE TOOLS)			466	466	478	478
	FOOTNOTE AMOUNTS:						
	(2017-18 To ?) FLAGS - TWP HALL & HERO CENTER (3% INCR/YR FOR PRODUCT COSTS & NEED (2.5% INCREASE ANNUAL)			4,457	4,457	4,619	4,619
	GL # FOOTNOTE TOTAL:			4,457	4,457	4,619	4,619
101-265-801.000	CONTRACTED SERVICES	12,232	12,232	11,732	11,732	11,758	11,758
	(2018-19 To ?) TWP HALL - GENERATOR ANNUAL MAINTENANCE MOVED TO REPAIRS AND MAINTENANCE GL						
	FOOTNOTE AMOUNTS:			1,040	1,040	1,040	1,040
	(2018-19 To ?) TWP HALL RUGS FOR ENTRYWAYS ANNUAL SERVICE						
	FOOTNOTE AMOUNTS:			1,680	1,680	1,680	1,680
	(2018-19 To ?) TWP HALL - TRASH DISPOSAL (\$140/MO) - INCL ADDT'L DUMPSTER FEES						
	FOOTNOTE AMOUNTS:			2,746	2,746	2,746	2,746
	(2018-19 To ?) TWP HALL - BURGLAR/FIRE ALARM MONITORING (\$624/QTR ACTUAL FY18) + ANNUAL FIRE TEST (\$250)			803	803	811	811
	FOOTNOTE AMOUNTS:						
	(2018-19 To ?) TWP HALL - EXTERMINATOR (\$65/MO FY18; ASSUME 1% ANNUAL INCR)			3,500	3,500	3,500	3,500
	FOOTNOTE AMOUNTS:						
	(2018-19 To ?) TWP HALL - HVAC SYSTEM MAINTENANCE/REPAIRS/PARTS/INSPECTIONS			600	600	600	600
	FOOTNOTE AMOUNTS:						
	(2018-19 To ?) TEEN CENTER - BURGLAR/FIRE ALARM MONITORING (\$150/QTR)			803	803	811	811
	FOOTNOTE AMOUNTS:						
	(2018-19 To ?) TEEN CENTER - EXTERMINATOR (\$65/MO FY18; ASSUME 1% ANNUAL INCR)			300	300	300	300
	FOOTNOTE AMOUNTS:						
	(2018-19 To ?) TWP HALL - ALARM SYSTEM CALLS/REPAIRS			260	260	270	270
	FOOTNOTE AMOUNTS:						
	(2018-19 To ?) TWP HALL - ANNUAL FIRE TEST/INSPECTION (4% COST INCREASE DUE TO NEW EQUIPMENT)						
	GL # FOOTNOTE TOTAL:			11,732	11,732	11,758	11,758
101-265-801.009	CONTRACT SERVICES - WATER SYSTEM	15,590	15,590	16,040	16,040	16,040	16,040
	FOOTNOTE AMOUNTS:			11,267	11,267	11,267	11,267
	(2020-21 To ?) FULL TIME FIELD STAFF LABOR COSTS (TO BE REIMBURSED TO WATER FUND FOR REPAIRS, MAINTENANCE, SNOW AND LAWN SERVICES)			4,773	4,773	4,773	4,773
	FOOTNOTE AMOUNTS:						
	(2020-21 To ?) SEASONAL MOWING LABOR COSTS PER ATTACHED SPREADSHEET						
	GL # FOOTNOTE TOTAL:			16,040	16,040	16,040	16,040
101-265-801.010	CONTRACT EQUIPMENT - WATER SYS	3,519	3,519	3,961	3,961	3,961	3,961
	FOOTNOTE AMOUNTS:			3,961	3,961	3,961	3,961
	(2020-21 To ?) TOWNSHIP HALL AND GROUNDS EQUIPMENT DEPRECIATION, OPERATIONS AND MAINTENANCE CONTRIBUTION BASED UPON ATTACHED SPREADSHEET						
101-265-802.000	LAWN/SNOW MAINTENANCE	6,750	6,750	10,500	10,500	9,500	9,500
	FOOTNOTE AMOUNTS:			1,000	1,000		
	(2016-17 To ?) TWP HALL LANDSCAPING/PLANT REPLACEMENTS (AS NEEDED) - POSSIBVLE CAPITAL IMPROVEMENT PROJECT FOR 2021 OF LANDSCAPE IMPROVEMENTS						
	(2020-21 To 2021-22) TOWNSHIP WORKING COLLECTIVELY WITH HCS TO PURCHASE SALT THROUGH LCRC (MIDEAL PRICING)			1,000	1,000	1,000	1,000
	FOOTNOTE AMOUNTS:						
	(2021-22 To ?) TOWNSHIP CONTRACTOR TO PURCHASE SALT THROUGH LCRC ON BEHALF OF TOWNSHIP FOR HERO CENTER ONLY			8,500	8,500	8,500	8,500
	FOOTNOTE AMOUNTS:						

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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	2020-21 PROJECTED ACTIVITY	2021-22 DEPT REQUESTED BUDGET	2021-22 NAGER RECOMMENDED BUDGET	2022-23 DEPT REQUESTED BUDGET	2022-23 NAGER RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 265 - TOWNSHIP HALL & GROUNDS							
(2021-22 To ?) CONTRACTED WINTER MAINTENANCE FOR TOWNSHIP HALL ONLY							
	GL # FOOTNOTE TOTAL:			10,500	10,500	9,500	9,500
101-265-802.100	IRRIGATION REPAIRS	500	500	500	500	500	500
	FOOTNOTE AMOUNTS:			500	500	500	500
(2015-16 To ?) TWP HALL IRRIGATION REPAIRS - PLACEHOLDER, INCLUDES WINTERIZING							
101-265-851.000	TELEPHONE	13,200	13,200	13,715	13,715	13,465	13,465
	FOOTNOTE AMOUNTS:			250	250		
(2016-17 To ?) TELEPHONE MAINTENANCE/SUPPORT SERVICES (IF NEEDED)							
	FOOTNOTE AMOUNTS:			13,465	13,465	13,465	13,465
(2017-18 To ?) PHONE SERVICE - MONTHLY & LONG DISTANCE @TWP HALL, CELL PHONE SERVICE/REPAIRS, TABLET & VM FEES ASSUME 4% ANNUAL INCREASE							
(2021-22 To ?) BACKUP SYSTEM AS SUPPORTED THROUGH VERIZON							
	GL # FOOTNOTE TOTAL:			13,715	13,715	13,465	13,465
101-265-920.001	UTILITIES - GAS	4,610	4,610	4,705	4,705	4,798	4,798
	FOOTNOTE AMOUNTS:			3,225	3,225	3,289	3,289
(2018-19 To ?) TWP HALL - DECREASED BASED ON ACTUAL FY18 (ASSUME 2% INCR/YR)							
	FOOTNOTE AMOUNTS:			1,480	1,480	1,509	1,509
(2019-20 To ?) TEEN CENTER - BASED ON ACTUAL FY18 & FY19, PLUS EXTRA SUMMER HOURS (2% INCR/YR)							
WILL INCREASE WHEN THE HOOP HOUSE IS HEATED IN FUTURE YEAR							
	GL # FOOTNOTE TOTAL:			4,705	4,705	4,798	4,798
101-265-920.002	UTILITIES - ELECTRIC	22,375	22,375	22,815	22,815	23,272	23,272
	FOOTNOTE AMOUNTS:			19,715	19,715	20,110	20,110
(2018-19 To ?) TWP HALL - BASED ON ACTUAL FY18 (ASSUME 2% INCR/YR)							
	FOOTNOTE AMOUNTS:			3,100	3,100	3,162	3,162
(2018-19 To ?) TEEN CENTER - BASED ON ACTUAL FY18 (ASSUME 2% INCR/YR)							
	GL # FOOTNOTE TOTAL:			22,815	22,815	23,272	23,272
101-265-920.003	UTILITIES - SOFTENER	200	200	200	200	225	225
	FOOTNOTE AMOUNTS:			200	200	225	225
(2019-20 To ?) SOFTENER SALT FOR TWP HALL (PICKED UP & DELIVERED BY TWP STAFF)							
101-265-920.004	UTILITIES - SEWER	790	790	825	825	835	835
	FOOTNOTE AMOUNTS:			825	825	835	835
(2018-19 To ?) TEEN CENTER - BASED ON ACTUAL FY18 SEWER CHARGES + 2% INCR/YR							
101-265-920.005	UTILITIES - WATER	5,410	5,410	5,670	5,670	5,670	5,670
	FOOTNOTE AMOUNTS:			670	670	670	670
(2018-19 To ?) TEEN CENTER (BASED ON FY18 ACTUAL + 5%/YR INCR)							
	FOOTNOTE AMOUNTS:			5,000	5,000	5,000	5,000
(2018-19 To ?) TWP HALL DOM & IRR (BASED ON FY18 ACTUAL + 5%/YR INCR)							
	GL # FOOTNOTE TOTAL:			5,670	5,670	5,670	5,670
101-265-920.006	REU SURCHARGE FEES	2,189	2,189	2,300	2,300	2,300	2,300
	FOOTNOTE AMOUNTS:			2,222	2,222	2,222	2,222
(2018-19 To ?) TWP HALL (DOM & IRR) - BASED ON ACTUAL FY19 + 5% INCR/YR							
	FOOTNOTE AMOUNTS:			39	39	39	39
(2018-19 To ?) TEEN CENTER - SEWER - BASED ON ACTUAL FY19 + 5% INCR/YR							
	FOOTNOTE AMOUNTS:			39	39	39	39
(2018-19 To ?) TEEN CENTER - WATER - BASED ON ACTUAL FY19 + 5% INCR/YR							
	GL # FOOTNOTE TOTAL:			2,300	2,300	2,300	2,300
101-265-930.000	REPAIRS & MAINTENANCE	7,340	7,340	8,040	8,040	5,290	5,290
	FOOTNOTE AMOUNTS:			1,000	1,000	250	250
(2015-16 To ?) LIGHTING REPAIRS & MAINTENANCE - INCL PARKING LOT LIGHTING (TWP HALL & HERO) **WILL GO DOWN WITH LED CONVERSION PROJECT							
	FOOTNOTE AMOUNTS:			750	750	750	750
(2015-16 To ?) HVAC PARTS (FILTERS, BELTS, REPAIRS - NOT LABOR)							
	FOOTNOTE AMOUNTS:			1,000	1,000	1,000	1,000
(2015-16 To ?) ELECTRICAL REPAIRS (TWP HALL & HERO)							
	FOOTNOTE AMOUNTS:			750	750	750	750
(2015-16 To ?) WINDOW CLEANING (2X YEAR)							
	FOOTNOTE AMOUNTS:			1,000	1,000		
(2016-17 To ?) INTERIOR PAINTING POSTPONED UNTIL LOBBY RENOVATIONS ARE DISCUSSED							
	FOOTNOTE AMOUNTS:			300	300	300	300
(2017-18 To ?) FILTER CARTRIDGES (OSMOSIS SYSTEM ONLY, REFRIDGE IS NOT USED FOR DRINKING WATER AS OF 2019)							
	FOOTNOTE AMOUNTS:			40	40	40	40

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APPROPRIATIONS							
Dept 265 - TOWNSHIP HALL & GROUNDS							
	(2018-19 To ?) FOUNTEN SOFTWARE YEARLY MAINTENANCE FEE (THERMOSTATS)						
	FOOTNOTE AMOUNTS:			1,200	1,200	1,200	1,200
	(2018-19 To ?) TWP HALL GENERATOR MAINTENANCE (LOAD BANK TEST, OIL CHANGE ETC.) INDEPENDANT OF						
	FOOTNOTE AMOUNTS:			1,000	1,000	1,000	1,000
	(2018-19 To ?) TWP HALL CARPET CLEANING - EVERY OTHER YR (DUE IN MARCH 2021 AND 2023)						
	FOOTNOTE AMOUNTS:			1,000	1,000		
	(2020-21 To ?) REPLACE OR STRAIGHTEN CROOKED TREE IN FRON OF TOWNSHIP HALL						
	GL # FOOTNOTE TOTAL:			8,040	8,040	5,290	5,290
101-265-930.001	REPAIRS & MAINT - HERO TEEN CTR	2,200	2,200	2,200	2,200	2,200	2,200
	FOOTNOTE AMOUNTS:			1,200	1,200	1,200	1,200
	(2017-18 To ?) REPAIRS AT TEEN CENTER (PER CONTRACT)						
	FOOTNOTE AMOUNTS:			1,000	1,000	1,000	1,000
	(2017-18 To ?) ANNUAL CARPET CLEANING						
	GL # FOOTNOTE TOTAL:			2,200	2,200	2,200	2,200
101-265-956.100	ASSESSMENTS	249	249				
101-265-970.000	CAPITAL OUTLAY	11,465					
Totals for dept 265 - TOWNSHIP HALL & GROUNDS		119,022	107,557	113,883	113,883	110,656	110,656
Dept 299 - UNALLOCATED							
101-299-702.400	MERIT/BONUS POOL			20,000	20,000	40,000	40,000
	FOOTNOTE AMOUNTS:			20,000	20,000	40,000	40,000
	(2021-22 To ?) PLACEHOLDER PENDING BOARD/MANAGER DISCUSSION						
101-299-703.000	VACATION/PTO OWED AT YE	5,000	5,000	5,000	5,000	5,000	5,000
	FOOTNOTE AMOUNTS:			5,000	5,000	5,000	5,000
	(2015-16 To ?) THIS REPRESENTS THE ACCRUAL OF EARNED, UNPAID VACATION AND PERSONAL TIME ACCRUED BY THE FULL-TIME EMPLOYEES AT THE END OF THE FISCAL YEAR.						
	PER GENERALLY ACCEPTED ACCOUNTING PRINCIPALS, THIS AMOUNT MUST BE EXPENSED ANNUALLY.						
101-299-715.000	EMPLOYERS SOC SEC			1,530	1,530	3,060	3,060
101-299-718.000	RETIREMENT			2,000	2,000	4,000	4,000
	FOOTNOTE AMOUNTS:			2,000	2,000	4,000	4,000
	(2021-22 To ?) 10% OF PLACEHOLDER. NOT ALL SALARY AND WAGE INCREASES WILL BE ELIGIBLE FOR 10% RETIREMENT MATCH						
101-299-727.000	SUPPLIES & POSTAGE	7,100	7,100	7,100	7,100	7,100	7,100
	FOOTNOTE AMOUNTS:			7,100	7,100	7,100	7,100
	(2020-21 To ?) NO CHANGE FROM FY20						
101-299-850.000	TAX CHARGEBACKS	2,000	2,000	2,000	2,000	2,000	2,000
	FOOTNOTE AMOUNTS:			2,000	2,000	2,000	2,000
	(2016-17 To ?) NO LARGE MTTs OUTSTANDING AT THIS TIME - ESTIMATED BASED ON PRIOR HISTORY						
101-299-890.000	CONTINGENCIES	38,185	38,185	50,000	50,000	50,000	50,000
	FOOTNOTE AMOUNTS:			50,000	50,000	50,000	50,000
	(2015-16 To ?) PAST PRACTICE TO PROVIDE A CONTINGENCY LINE ITEM (~2%) TO CLEAN UP SMALL INCIDENTS THROUGHOUT THE YEAR, RATHER THAN OVER BUDGETING AT THE DEPARTMENT LEVEL.						
101-299-910.000	INSURANCE	23,297	22,001	23,996	23,996	23,996	23,996
	FOOTNOTE AMOUNTS:			4,776	4,776	4,776	4,776
	(2020-21 To ?) MML WORKERS COMP FY20 ACTUAL + 3% INCREASE						
	FOOTNOTE AMOUNTS:			19,220	19,220	19,220	19,220
	(2020-21 To ?) MMRMA FY20 + 3% INCREASE						
	GL # FOOTNOTE TOTAL:			23,996	23,996	23,996	23,996
101-299-930.000	REPAIRS & MAINTENANCE	4,210	4,210	4,300	4,300	4,300	4,300
	FOOTNOTE AMOUNTS:			4,300	4,300	4,300	4,300
	(2019-20 To ?) ANNUAL 2% INCREASE ASSUMED DUE TO HIGHER COPYING COSTS AND INCREASED EQUIPMENT COSTS						
101-299-957.000	EDUCATION/TRAINING/CONVENTION	200	200	200	200	200	200
	FOOTNOTE AMOUNTS:			200	200	200	200
	(2015-16 To ?) IN SERVICE TRAINING FOR ALL STAFF (UP TO 2 DAYS)						
Totals for dept 299 - UNALLOCATED		79,992	78,696	116,126	116,126	139,656	139,656
Dept 400 - PLANNING & ZONING							
101-400-702.000	PLANNING DIRECTOR SALARY	78,795	78,795	78,795	78,795	78,795	78,795
	FOOTNOTE AMOUNTS:			78,795	78,795		

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APPROPRIATIONS							
Dept 400 - PLANNING & ZONING							
	(2021-22) FY22 ELIGBLE FOR MERIT INCREASE						
	FOOTNOTE AMOUNTS:					78,795	78,795
	(2022-23 To ?) FY22 ELIGBLE FOR MERIT INCREASE						
	GL # FOOTNOTE TOTAL:			78,795	78,795	78,795	78,795
101-400-702.100	SALARY IN LIEU OF BENEFITS	3,000	3,000	3,000	3,000	3,000	3,000
	FOOTNOTE AMOUNTS:			3,000	3,000		
	(2021-22) HEALTH INSURANCE OPT OUT FOR PLANNING DIRECTOR (\$250/MONTH)						
	FOOTNOTE AMOUNTS:					3,000	3,000
	(2022-23 To ?) HEALTH INSURANCE OPT OUT FOR PLANNING DIRECTOR (\$250/MONTH)						
	GL # FOOTNOTE TOTAL:			3,000	3,000	3,000	3,000
101-400-702.300	PLANNING SPECIALIST	65,721	65,721	65,721	65,721	65,406	65,406
	FOOTNOTE AMOUNTS:			65,721	65,721		
	(2021-22) FY 22 - FT PLANNER (\$33.10 X 9.5 X 209)						
	FOOTNOTE AMOUNTS:					65,406	65,406
	(2022-23) FY 22 - FT PLANNER (\$33.10 X 9.5 X 209)						
	GL # FOOTNOTE TOTAL:			65,721	65,721	65,406	65,406
101-400-706.000	PLANNING ASSISTANT 2	42,232	42,232	42,232	42,232	42,030	42,030
	FOOTNOTE AMOUNTS:			42,232	42,232		
	(2021-22) FY 22 - FT PLANNING ASSISTANT (\$21.27 X 9.5 X 209)						
	FOOTNOTE AMOUNTS:					42,030	42,030
	(2022-23) FY 22 - FT PLANNING ASSISTANT (\$21.27 X 9.5 X 209)						
	GL # FOOTNOTE TOTAL:			42,232	42,232	42,030	42,030
101-400-710.000	WAGES IN LIEU OF BENEFITS	6,600	6,600	6,600	6,600	6,600	6,600
	(2016-17 To ?) FY 17 INSURANCE BENEFITS OPT OUT FOR PLANNING ASSISTANT 2 (\$300/MONTH)						
	FOOTNOTE AMOUNTS:			6,600	6,600		
	(2021-22) FY 22 INSURANCE BENEFITS OPT OUT FOR:						
	PLANNER (\$250 PER MONTH)						
	PLANNING ASSISTANT 2 (\$300 PER MONTH)						
	FOOTNOTE AMOUNTS:					6,600	6,600
	(2022-23) FY 22 INSURANCE BENEFITS OPT OUT FOR:						
	PLANNER (\$250 PER MONTH)						
	PLANNING ASSISTANT 2 (\$300 PER MONTH)						
	GL # FOOTNOTE TOTAL:			6,600	6,600	6,600	6,600
101-400-715.000	EMPLOYERS SOC SEC	16,361	16,361	16,362	16,362	16,322	16,322
	(2017-18 To ?) PC FEES 7.65% ON \$17540						
	FOOTNOTE AMOUNTS:			1,341	1,341		
	(2021-22) PC FEES 7.65% ON \$17520						
	FOOTNOTE AMOUNTS:			15,021	15,021		
	(2021-22) FY 20 - 7.65%						
	FOOTNOTE AMOUNTS:					1,341	1,341
	(2022-23) PC FEES 7.65% ON \$17520						
	FOOTNOTE AMOUNTS:					14,981	14,981
	(2022-23) FY 20 - 7.65%						
	GL # FOOTNOTE TOTAL:			16,362	16,362	16,322	16,322
101-400-716.000	EMPLOYMENT EXPENSE	2,731	2,731	2,632	2,632	2,672	2,672
	(2019-20 To ?) FY 21 - PLANNING SPECIALIST						
	DENTAL (COUPLE COVERAGE) - \$851.20						
	VISION (COUPLE COVERAGE) - \$234.26						
	STD/LTD/LIFE - \$600.58						
	(2019-20 To ?) FY21 - PLANNING ASSISTANT 2						
	STD/LTD/LIFE - \$115.86						

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APPROPRIATIONS							
Dept 400 - PLANNING & ZONING							
	FOOTNOTE AMOUNTS:			1,014	1,014		
	(2021-22) FY 22 - PLANNING DIRECTOR						
	VISION (FAMILY COVERAGE) STD/LTD/LIFE			1,505	1,505		
	FOOTNOTE AMOUNTS:						
	(2021-22) FY22 - PLANNING SPECIALIST						
	DENTAL (COUPLE) VISION (COUPLE) STD/LTD/LIFE			113	113		
	FOOTNOTE AMOUNTS:						
	(2021-22) FY22 - PLANNING ASSISTANT 2						
	STD/LTD/LIFE					1,025	1,025
	FOOTNOTE AMOUNTS:						
	(2022-23) FY 23 - PLANNING DIRECTOR						
	VISION (FAMILY COVERAGE) STD/LTD/LIFE					1,534	1,534
	FOOTNOTE AMOUNTS:						
	(2022-23) FY23 - PLANNING SPECIALIST						
	DENTAL (COUPLE) VISION (COUPLE) STD/LTD/LIFE					113	113
	FOOTNOTE AMOUNTS:						
	(2022-23) FY23 - PLANNING ASSISTANT 2						
	STD/LTD/LIFE						
	GL # FOOTNOTE TOTAL:			2,632	2,632	2,672	2,672
101-400-718.000	RETIREMENT	18,675	18,675	18,675	18,675	18,623	18,623
	FOOTNOTE AMOUNTS:			18,675	18,675		
	(2021-22) RETIREMENT - 10% OF SALARY						
	FOOTNOTE AMOUNTS:					18,623	18,623
	(2022-23) RETIREMENT - 10% OF SALARY						
	GL # FOOTNOTE TOTAL:			18,675	18,675	18,623	18,623
101-400-725.000	PLANNING COMMISSION FEES	17,520	17,520	17,520	17,520	17,520	17,520
	(2016-17 To ?) FY17 - NO CHANGE \$11945						
	FY18 - NEW FEES						
	PC CHAIR - \$4320/ANNUALLY						
	COMMISSIONERS - \$90/MTG (5) - \$10,800/YEAR						
	SECRETARY - \$100/MTG X 24 = \$2400						
	SPECIAL MEETINGS - \$52.50, SECR. \$63, CHAIR \$68.25 X 10 MEETINGS = 1,837.50						
	ROUNDED UP TO \$20,000 FOR YEARS						
	(2017-18 To ?) FY19 - SAME AS FY18 24 MTGS, FULL RATE						
	FOOTNOTE AMOUNTS:			17,520	17,520		
	(2021-22) FY22 - SAME AS FY21						
	FOOTNOTE AMOUNTS:					17,520	17,520
	(2022-23 To ?) FY22 - SAME AS FY21						
	GL # FOOTNOTE TOTAL:			17,520	17,520	17,520	17,520
101-400-727.000	SUPPLIES & POSTAGE	1,000	1,000	1,000	1,000	1,000	1,000
	(2016-17 To ?) FY18 - SAME AS FY17						
	(2017-18 To ?) FY19-SAME AS FY18						
	FOOTNOTE AMOUNTS:			1,000	1,000		
	(2018-19 To ?) FY20-SAME AS FY19					1,000	1,000

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APPROPRIATIONS							
Dept 400 - PLANNING & ZONING							
101-400-801.000	(2019-20 To ?) FY21-SAME AS FY20 CONTRACTED SERVICES	3,500	3,500	3,500	3,500	3,500	3,500
	(2018-19 To ?) SAME AS FY 18 FOR CLEAR ZONING UPDATES FOOTNOTE AMOUNTS:			3,500	3,500	3,500	3,500
101-400-801.002	(2019-20 To ?) SAME AS FY 19 FOR CLEAR ZONING UPDATES CONSULTING - SITE REVIEWS	5,800	5,800	5,800	5,800	5,800	5,800
	(2016-17 To ?) 2018 - SAME AS FY17 (2017-18 To ?) FY19 - SAME AS FY18 (2018-19 To ?) FY20 - SAME AS FY19 RAMCO DEVELOPMENT FOOTNOTE AMOUNTS:			5,800	5,800	5,800	5,800
101-400-801.100	(2019-20 To ?) FY21 - SAME APPROX \$650 HRC/ENG REVIEW FEE PER SITE PLAN PROFESSIONAL REVIEW COSTS	50,000	50,000	50,000	50,000	50,000	50,000
	FOOTNOTE AMOUNTS:			50,000	50,000	50,000	50,000
101-400-804.000	(2020-21 To ?) DEVELOPER FEES PAID FOR REVIEWS, ESTIMATE MEMBERSHIP & DUES	2,200	2,200	2,200	2,200	2,200	2,200
	(2017-18 To ?) ADDITIONAL MEMBERSHIP COSTS ANTICIPATED - \$500 ASLA MEMBERSHIP MW FOOTNOTE AMOUNTS:			2,200	2,200	2,200	2,200
101-400-826.000	(2018-19 To ?) FY20 - SAME AS FY 19 (2019-20 To ?) FY21 - SAME AS FY20 LEGAL FEES	7,000	7,000	7,000	7,000	7,000	7,000
	(2016-17 To ?) INCLUDING ANTICIPATED ZONING AMENDMENT(S) REVIEW BY TWP ATTY FOOTNOTE AMOUNTS:			7,000	7,000	7,000	7,000
101-400-861.400	(2018-19 To ?) SAME AS FY19 (2019-20 To ?) FY21-SAME AS FY20 MILEAGE - PC	250					
101-400-900.000	PRINTING & PUBLICATIONS	2,180	2,180	2,180	2,180	2,180	2,180
	FOOTNOTE AMOUNTS:			2,180	2,180	2,180	2,180
101-400-930.000	(2019-20 To ?) FY21 - SAME AS FY19 AMENDED BUDGET REPAIRS & MAINTENANCE	320	320	320	320	320	320
	(2016-17 To ?) FY17 - SMALL INCREASE EXPECTED FOR BS&A/GIS (2017-18 To ?) REMOVE BS&A SUPPORT CONTRACT FOR PERMITS \$951, REDUCE GIS LICENSE TO ONE @ \$315 (2018-19 To ?) FY20 - SAME AS FY19 FOOTNOTE AMOUNTS:			320	320	320	320
101-400-957.000	(2019-20 To ?) FY21 - SAME AS FY20 EDUCATION/TRAINING/CONVENTION	2,500	2,500	2,500	2,500	2,500	2,500
	FOOTNOTE AMOUNTS:			2,500	2,500	2,500	2,500
101-400-957.400	(2019-20 To ?) PLANNING DIR CONF, FEES TRAVEL & LODGING, TRAINING PLANNER & ASSIST PLANNER EDUCATION/TRAINING - PC	1,000	1,000	500	500	500	500
	(2018-19 To ?) POSSIBLE PC TRAINING FOOTNOTE AMOUNTS:			500	500	500	500
	(2019-20 To ?) POSSIBLE PC TRAINING (AT LEAST ONE NEW PC MEMBER)						
Totals for dept 400 - PLANNING & ZONING		327,385	327,135	326,537	326,537	325,968	325,968
Dept 410 - BOARD OF APPEALS							
101-410-715.000	EMPLOYERS SOC SEC	87	87	87	87	87	87
	FOOTNOTE AMOUNTS:			87	87	87	87
	(2021-22 To ?) 7.65% OF FEES						
101-410-725.000	ZBA FEES	1,135	1,135	1,135	1,135	1,135	1,135
	FOOTNOTE AMOUNTS:			1,135	1,135	1,135	1,135
	(2019-20 To ?) BASED ON TWO MTGS PER YEAR (2020-21 To ?) MORE THAN TWO MTGS ANTICIPATED FOR FY20						
101-410-900.000	PRINTING & PUBLICATIONS	450	450	450	450	450	450
	(2017-18 To ?) FY19 - SAME AS FY18 FOOTNOTE AMOUNTS:			450	450	450	450
	(2018-19 To ?) FY20 - SAME AS FY19 (2019-20 To ?) FY21-SAME AS FY20						
101-410-957.000	EDUCATION/TRAINING/CONVENTION	500	500	500	500	500	500
	(2017-18 To ?) FY19 - NO CHANGE FROM FY18 FOOTNOTE AMOUNTS:			500	500	500	500
	(2018-19 To ?) FY20 - NO CHANGE FROM FY19						

BUDGET REPORT
 Fund: 101 GENERAL FUND
 HARTLAND TOWNSHIP
 DRAFT WORKING BUDGET GENERAL FUND
 FY22 AND FY23

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	2020-21 PROJECTED ACTIVITY	2021-22 DEPT REQUESTED BUDGET	2021-22 NAGER RECOMMENDED BUDGET	2022-23 DEPT REQUESTED BUDGET	2022-23 NAGER RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 410 - BOARD OF APPEALS							
(2019-20 To ?) FY21 - NO CHANGE FROM FY20							
Totals for dept 410 - BOARD OF APPEALS		2,172	2,172	2,172	2,172	2,172	2,172
Dept 441 - DEPARTMENT OF PUBLIC WORKS							
101-441-702.000	DPW DIRECTOR SALARY	79,977	70,000	78,000	78,000	78,000	78,000
	FOOTNOTE AMOUNTS:			78,000	78,000		
	(2021-22) FY22 - UNCHANGED						
	FOOTNOTE AMOUNTS:					78,000	78,000
	(2022-23) FY22 - UNCHANGED						
	GL # FOOTNOTE TOTAL:			78,000	78,000	78,000	78,000
101-441-702.100	SALARY IN LIEU OF BENEFITS	3,600	1,500				
101-441-704.000	DPW ASSISTANT WAGES	40,008	40,008	41,617	41,617	41,417	41,417
	FOOTNOTE AMOUNTS:			41,617	41,617		
	(2021-22) FY 22 - BAGDON (\$20.96/HOUR X 9.5 HOURS X 209 DAYS)						
	ELIGIBLE FOR STEP						
	FOOTNOTE AMOUNTS:					41,417	41,417
	(2022-23) FY 22 - BAGDON (\$20.96/HOUR X 9.5 HOURS X 209 DAYS)						
	ELIGIBLE FOR STEP						
	GL # FOOTNOTE TOTAL:			41,617	41,617	41,417	41,417
101-441-709.100	MERIT/BONUS PAY	200	200				
101-441-712.000	CASH IN LIEU OF BENEFITS	3,600	3,600	3,600	3,600	3,600	3,600
	FOOTNOTE AMOUNTS:			3,600	3,600		
	(2021-22) FY22 - DPW ASSISTANT - OPT OUT ALL BENEFITS						
	FOOTNOTE AMOUNTS:					3,600	3,600
	(2022-23 To ?) FY22 - DPW ASSISTANT - OPT OUT ALL BENEFITS						
	GL # FOOTNOTE TOTAL:			3,600	3,600	3,600	3,600
101-441-715.000	EMPLOYERS SOC SEC	9,745	9,745	9,427	9,427	9,427	9,427
	FOOTNOTE AMOUNTS:			9,427	9,427		
	(2021-22) FY 20 - 7.65%						
	FOOTNOTE AMOUNTS:					9,427	9,427
	(2022-23) FY 20 - 7.65%						
	GL # FOOTNOTE TOTAL:			9,427	9,427	9,427	9,427
101-441-716.000	EMPLOYMENT EXPENSE		165	24,203	24,203	26,124	26,124
	FOOTNOTE AMOUNTS:			24,203	24,203		
	(2021-22) ASSUMES FAMILY COVERAGE FOR ALL						
	FOOTNOTE AMOUNTS:					26,124	26,124
	(2022-23) ASSUMES FAMILY COVERAGE FOR ALL						
	GL # FOOTNOTE TOTAL:			24,203	24,203	26,124	26,124
101-441-718.000	RETIREMENT	11,999	11,999	11,962	11,962	11,962	11,962
	FOOTNOTE AMOUNTS:			11,962	11,962		
	(2021-22) FY 22 - 10% OF SALARY						
	FOOTNOTE AMOUNTS:					11,962	11,962
	(2022-23) FY 22 - 10% OF SALARY						
	GL # FOOTNOTE TOTAL:			11,962	11,962	11,962	11,962
101-441-727.000	SUPPLIES & POSTAGE	450	450	460	460	469	469
	FOOTNOTE AMOUNTS:			310	310	319	319
	(2016-17 To ?) POSTAGE/MAILING SUPPLIES (ASSUMES 3% ANNUAL INCREASE)						
	FOOTNOTE AMOUNTS:			150	150	150	150
	(2017-18 To ?) TWP STAFF LOGOS/EMBROIDERY (FOR GARMENTS SUPPLIED BY STAFF MEMBERS)						
	GL # FOOTNOTE TOTAL:			460	460	469	469
101-441-740.000	OPERATING SUPPLIES	985	985	1,000	1,000	1,013	1,013
	FOOTNOTE AMOUNTS:			450	450	463	463
	(2016-17 To ?) GENERAL SUPPLIES/OPERATING EXPENSES (ASSUMES 3% ANNUAL INCREASE)						
	FOOTNOTE AMOUNTS:			250	250	250	250
	(2016-17 To ?) CLEANUP DAY SUPPLIES						
	FOOTNOTE AMOUNTS:			300	300	300	300
	(2018-19 To ?) CELL PHONES (MAINTENANCE)						

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APPROPRIATIONS							
Dept 441 - DEPARTMENT OF PUBLIC WORKS							
	GL # FOOTNOTE TOTAL:			1,000	1,000	1,013	1,013
101-441-801.000	CONTRACTED SERVICES	12,000	19,818	20,000	20,000	20,000	20,000
	FOOTNOTE AMOUNTS:			20,000	20,000	20,000	20,000
	(2019-20 To ?) LARGE ITEM CLEAN UP DAY EXPENSES BASED UPON 2018 ACTULA NUMBERS, AS WELL AS 2019 PROPOSALS; SLIGHT COST INCREASE FROM PRIOR YEARS - POSSIBLE OFFSET BY LC SOLID WASTE GRANT OF \$1800						
	2021 LARGE ITEM CLEAN UP DAY EXPENSES RISING DUE TO SCRAP TIRE EXPENSES. STATE DOES NOT OFFER SCRAP TIRE GRANTS FOR OUR EVENT ANY LONGER.						
101-441-801.007	TREATMENT PLANT SAMPLING	15,500	15,000	16,000	16,000	16,000	16,000
	FOOTNOTE AMOUNTS:			9,500	9,500	9,500	9,500
	(2016-17 To ?) WWTP SAMPLING - AMEC \$9,500/YR FOR 3 YRS (2018-2021)			5,000	5,000	5,000	5,000
	(2017-18 To ?) RESIDENTIAL MONITORING PLAN (3 YR)			1,500	1,500	1,500	1,500
	FOOTNOTE AMOUNTS:			1,500	1,500	1,500	1,500
	(2020-21 To ?) STATE MANDATED RESIDENTIAL MONITORING PLAN SAMPLE FEES (NOT PART OF WOOD CONTRACT, AND INCREASED FROM 2019 DUE TO NEW REGULATIONS)						
	LAB TESTING FEES INCREASED SIGNIFICANTLY FOR 2021 - REQUIRES TESTING FOR ADDITIONAL PARAMETERS AND INCREASED FREQUENCY						
	GL # FOOTNOTE TOTAL:			16,000	16,000	16,000	16,000
101-441-804.000	MEMBERSHIP & DUES	385	385	300	300	300	300
	FOOTNOTE AMOUNTS:			300	300	300	300
	(2015-16 To ?) AMERICAN PUBLIC WORKS ASSOCIATION						
	(2019-20 To ?) ENR SUBSCRIPTION - USED FOR CONSTRUCTION INDUSTRY COST ESTIMATRES - NO PROJECTS PLANNED FOR 2021 THAT REQUIRE ESTIMATES.						
101-441-861.000	MILEAGE	100	100	100	100	100	100
	FOOTNOTE AMOUNTS:			100	100	100	100
	(2016-17 To ?) MILEAGE REIMBURSEMENT DPW STAFF						
101-441-900.000	PRINTING & PUBLICATIONS	250	250	250	250	250	250
	FOOTNOTE AMOUNTS:			250	250	250	250
	(2015-16 To ?) PRINTING, PUBLICATIONS, COPYING						
101-441-930.000	SOFTWARE MAINTENANCE	700	700	700	700	700	700
	FOOTNOTE AMOUNTS:			700	700	700	700
	(2017-18 To ?) GIS MAINTENANCE FEES (2 LICENSES)						
101-441-957.000	EDUCATION/TRAINING/CONVENTION	1,250	750	1,700	1,700	500	500
	FOOTNOTE AMOUNTS:			250	250	250	250
	(2015-16 To ?) DPW ASST TRAINING CLASSES /MATERIALS / ONLINE CLASSES			250	250	250	250
	FOOTNOTE AMOUNTS:			250	250	250	250
	(2016-17 To ?) DPW STAFF PODCASTS/BOOKS / ONLINE CLASSES/ DIRECTOR TRAINING \$750			1,200	1,200		
	FOOTNOTE AMOUNTS:			1,200	1,200		
	(2021-22 To ?) DPW DIRECTOR COMPLETING YEAR 3 OF 3 OF MPSI TRAINING						
	GL # FOOTNOTE TOTAL:			1,700	1,700	500	500
Totals for dept 441 - DEPARTMENT OF PUBLIC WORKS		180,749	175,655	209,319	209,319	209,862	209,862
Dept 444 - SIDEWALKS							
101-444-801.009	CONTRACT SERVICES - WATER SYSTEM	2,000	2,000	2,000	2,000	2,000	2,000
	FOOTNOTE AMOUNTS:			2,000	2,000	2,000	2,000
	(2019-20 To ?) STAFF TO PERFORM SIDEWALK WINTER MAINTENANCE FOR TOWNSHIP OWNED PATHWAYS (REDUCED DUE TO ORDINANCE REVISIONS)						
101-444-969.005	SIDEWALKS	4,000	4,000	4,000	4,000	4,000	4,000
	FOOTNOTE AMOUNTS:			4,000	4,000	4,000	4,000
	(2016-17 To ?) TWP SIDEWALKS SNOW PLOWING (TWP HALL, SPRANGER, TEEN CENTER, ORE CREEK BRIDGE, HERITAGE PARK - \$4,000 TO SCHOOLS)						
Totals for dept 444 - SIDEWALKS		6,000	6,000	6,000	6,000	6,000	6,000
Dept 448 - STREET LIGHTS							
101-448-921.000	STREET LIGHTS	13,500	13,500	13,500	13,500	13,500	13,500
	FOOTNOTE AMOUNTS:			13,500	13,500	13,500	13,500
	(2019-20 To ?) ELECTRIC (ALL STREET LIGHTS) BASED ON ACTUAL FY18&19 COSTS (+2% INCR/YR) REDUCED DUE TO LED CONVERSIONS						
101-448-930.000	REPAIRS & MAINTENANCE	1,250	1,250	750	750	750	750
	FOOTNOTE AMOUNTS:			500	500	500	500
	(2016-17 To ?) ORE CREEK SCHOOL LIGHTS REPAIRS/MAINT			250	250	250	250
	FOOTNOTE AMOUNTS:			250	250	250	250

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APPROPRIATIONS							
Dept 448 - STREET LIGHTS							
(2020-21 To ?) CROSSWALK SIGNS/LIGHTS MAINTENANCE (NEW BATTERIES MAY BE REQUIRED IN 2020, EST \$500 IN BATTERIES)							
GL # FOOTNOTE TOTAL:				750	750	750	750
Totals for dept 448 - STREET LIGHTS		14,750	14,750	14,250	14,250	14,250	14,250
Dept 463 - ROADS & M59 MEDIAN							
101-463-727.000	SUPPLIES & POSTAGE	20	20	170	170	170	170
FOOTNOTE AMOUNTS:							
(2018-19 To ?) POSTAGE				20	20	20	20
FOOTNOTE AMOUNTS:							
(2020-21 To ?) PLACEHOLDER FOR SAFER ROADS PLAN REIGNITION - POSTAGE ONLY				150	150	150	150
GL # FOOTNOTE TOTAL:				170	170	170	170
101-463-801.000	CONTRACTED SERVICES		950				
101-463-801.009	CONTRACT SERVICES - WATER SYSTEM	6,077	6,077				
(2020-21 To ?) SEASONAL MOWING LABOR PER ATTACHED SPREADSHEET							
(2020-21 To ?) FULL TIME FIELD STAFF LABOR COSTS (TO BE REIMBURSED TO WATER FUND FOR REPAIRS, MAINTENANCE, SNOW AND LAWN SERVICES)							
(2020-21 To ?) EXTRA FT FIELD STAFF - IRRIGATION SYSTEM							
101-463-801.010	CONTRACT EQUIPMENT - WATER SYS	2,407	2,407				
(2020-21 To ?) ROADS CONTRIBUTION TOWARDS EQUIPMENT DEPRECIATION, OPERATIONS AND MAINTENANCE PER ATTACHED SPREADSHEET							
101-463-802.000	LAWN/SNOW MAINTENANCE	3,250	3,250	20,000	20,000	20,000	20,000
FOOTNOTE AMOUNTS:							
(2021-22 To ?) M-59 MEDIAN MAINTENANCE - MOWING, TREE AND SHRUB CARE, MULCH, WEEDING.				20,000	20,000	20,000	20,000
IN 2020 THE WORK WAS COMPLETED BY SEASONALS AND HAS BEEN TRANSFERRED BACK TO CONTRACTED TO OFFSET THE SEASONALS STARTING CEMETERY MAINTENANCE							
101-463-802.100	IRRIGATION REPAIRS	1,500	1,500	1,500	1,500	1,500	1,500
FOOTNOTE AMOUNTS:							
(2016-17 To ?) M59 IRRIGATION REPAIRS - COMMON DUE TO VEHICLE DAMAGE AND MDOT SNOW PLOW DAMAGE				1,500	1,500	1,500	1,500
101-463-900.000	PRINTING & PUBLICATIONS			500	500	500	500
FOOTNOTE AMOUNTS:							
(2021-22 To ?) POSSIBLE SAFER ROADS PLAN MAILING				500	500	500	500
101-463-920.005	UTILITIES - WATER	6,000	6,000	6,000	6,000	6,000	6,000
FOOTNOTE AMOUNTS:							
(2017-18 To ?) M59 IRRIGATION (BASEDON ACTUAL FY16 USAGE W/RATE INCREASES)				6,000	6,000	6,000	6,000
101-463-920.006	REU SURCHARGE FEES	4,191	4,191	4,191	4,191	4,191	4,191
FOOTNOTE AMOUNTS:							
(2016-17 To ?) FOR M59 MEDIAN WATER USAGE (NO REUS PURCHASED) (BASED ON AVG OF 2013/14 ACTUAL SURCHARGES PLUS 10% INCR/YR FOR INCREASED RATES)				4,191	4,191	4,191	4,191
101-463-969.002	ROAD CHLORIDE	80,000	70,000	80,000	80,000	80,000	80,000
FOOTNOTE AMOUNTS:							
(2019-20 To ?) 125,000 GALLONS /APP @ \$0.20/GALLON * 3 APP				80,000	80,000	80,000	80,000
(2019-20 To ?) POSSIBLE INCREASE OF UP TO 6.5% IN CHLORIDE COSTS OVER NEXT TWO YEARS; JUST AN NOTE							
Totals for dept 463 - ROADS & M59 MEDIAN		103,445	94,395	112,361	112,361	112,361	112,361
Dept 465 - DRAINS, PUBLIC BENEFIT							
101-465-956.000	MISCELLANEOUS	3,300	3,300	3,300	3,300	3,300	3,300
FOOTNOTE AMOUNTS:							
(2015-16 To ?) MS4 PERMIT FEE (ANNUAL EXPENSE)				500	500	500	500
FOOTNOTE AMOUNTS:							
(2016-17 To ?) WATERSHED AUTHORITY GROUP FEES- EGLE HAS INCREASED THE REQUIREMENTS FOR 2020 AND HAS RESULTED IN INCREASED FEES FOR THE ADDITIONAL WATERSHED SCOPE OF WORK.				2,800	2,800	2,800	2,800
GL # FOOTNOTE TOTAL:				3,300	3,300	3,300	3,300
101-465-963.000	DRAINS AT LARGE	5,000	5,000	7,500	7,500	7,500	7,500
FOOTNOTE AMOUNTS:							
(2016-17 To 2039-40) ANNUAL DRAINS FEE (PLACEHOLDER- REDUCED FROM \$12,000 IN PRIOR YEARS)				7,500	7,500	7,500	7,500
PLACEHOLDER FOR MONEY DUE TO THE LCDC FOR WORK ON HARTLANDS DRAINAGE DISTRICTS							
Totals for dept 465 - DRAINS, PUBLIC BENEFIT		8,300	8,300	10,800	10,800	10,800	10,800
Dept 567 - CEMETERIES							

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APPROPRIATIONS							
Dept 567 - CEMETERIES							
101-567-727.000	SUPPLIES & POSTAGE			2,200	2,200	2,200	2,200
	FOOTNOTE AMOUNTS:			2,200	2,200	2,200	2,200
	(2021-22 To ?) COLUMBARIUM PLAQUES (EST. 4)						
101-567-801.009	CONTRACT SERVICES - WATER SYSTEM			10,404	10,404	10,404	10,404
	FOOTNOTE AMOUNTS:			10,404	10,404	10,404	10,404
	(2021-22 To ?) FY22 - SEASONAL IN-HOUSE. AMOUNTS BASED ON FY21 ACTUAL SPENT ON ROADS (WHICH WILL NOW BE CONTRACTED)						
	FY23 - NO CHANGE						
101-567-801.010	CONTRACT EQUIPMENT - WATER SYS			4,307	4,307	4,307	4,307
	FOOTNOTE AMOUNTS:			4,307	4,307	4,307	4,307
	(2021-22 To ?) SEASONAL IN HOUSE: AMOUNTS BASED ON FY21 ACTUAL						
	FY23 NO CHANGE						
101-567-920.000	UTILITIES			175	175	175	175
	FOOTNOTE AMOUNTS:			175	175	175	175
	(2021-22 To ?) ELECTRIC						
101-567-930.000	REPAIRS & MAINTENANCE			3,780	3,780	3,780	3,780
	FOOTNOTE AMOUNTS:			250	250	250	250
	(2021-22 To ?) START-UP AND WINTERIZING HARTLAND CEMETERY WELL						
	FOOTNOTE AMOUNTS:			280	280	280	280
	(2021-22 To ?) FLAGS 2/YR PER CEMETERY; \$35 EACH						
	FOOTNOTE AMOUNTS:			2,500	2,500	2,500	2,500
	(2021-22 To ?) EMERGENCY REPAIRS AS NEEDED (HEADSTONES REPAIRS SHOULD BE COVERED BY TRANSFER FROM PERPETUAL CARE ACCOUNT)						
	FOOTNOTE AMOUNTS:			250	250	250	250
	(2021-22 To ?) IRRIGATION REPAIRS						
	FOOTNOTE AMOUNTS:			500	500	500	500
	(2021-22 To ?) FENCING REPAIRS						
	GL # FOOTNOTE TOTAL:			3,780	3,780	3,780	3,780
101-567-956.250	BANK CHARGES			100	100	100	100
Totals for dept 567 - CEMETERIES				20,966	20,966	20,966	20,966
Dept 577 - COMMUNICATIONS							
101-577-702.000	COMMUNICATION WAGES (PT)	29,943	29,943	31,174	31,174	32,417	32,417
	FOOTNOTE AMOUNTS:			31,174	31,174		
	(2021-22) FY 22- COMMUNICATIONS DIRECTOR (\$30.86/HOUR X 1090 PART TIME HOURS)						
	FOOTNOTE AMOUNTS:					32,417	32,417
	(2022-23) FY 22- COMMUNICATIONS DIRECTOR (\$30.86/HOUR X 1090 PART TIME HOURS)						
	GL # FOOTNOTE TOTAL:			31,174	31,174	32,417	32,417
101-577-704.000	CABLE OPERATOR WAGES	2,647	2,000	2,647	2,647	2,647	2,647
	FOOTNOTE AMOUNTS:		2,000	2,647	2,647		
	(2021-22) FY 22- UNCHANGED FROM FY21						
	FOOTNOTE AMOUNTS:					2,647	2,647
	(2022-23 To ?) FY 22- UNCHANGED FROM FY21						
	GL # FOOTNOTE TOTAL:		2,000	2,647	2,647	2,647	2,647
101-577-715.000	EMPLOYERS SOC SEC	2,493	2,445	2,588	2,588	2,683	2,683
	FOOTNOTE AMOUNTS:		2,445	2,588	2,588		
	(2021-22) FY 22 - 7.65%						
	FOOTNOTE AMOUNTS:					2,683	2,683
	(2022-23) FY 22 - 7.65%						
	GL # FOOTNOTE TOTAL:		2,445	2,588	2,588	2,683	2,683
101-577-727.000	SUPPLIES & POSTAGE	800	100	500	500	500	500
	FOOTNOTE AMOUNTS:		100	500	500	500	500
	(2015-16 To ?) WELCOME PACKETS AND MAILINGS, REDUCED BASED ON ACTUAL						
101-577-740.000	OPERATING SUPPLIES	2,500	1,000	1,000	1,000	1,000	1,000
	FOOTNOTE AMOUNTS:		1,000	1,000	1,000	1,000	1,000
	(2016-17 To ?) BRANDED ITEMS FOR HARTLAND LIVING						
101-577-801.000	CONTRACTED SERVICES	2,750	2,750	4,250	4,250	11,250	11,250
	FOOTNOTE AMOUNTS:		2,750	1,000	1,000	1,000	1,000
	(2016-17 To ?) GRAPHIC DESIGN, FACEBOOK ADS, IMAGE BANK FEES						
	FOOTNOTE AMOUNTS:			1,750	1,750	1,750	1,750
	(2016-17 To ?) WEBSITE ANNUAL HOSTING FEE AND MAINTENANCE (HALF FUNDED BY PEG FUND)						

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APPROPRIATIONS							
Dept 577 - COMMUNICATIONS							
	FOOTNOTE AMOUNTS:					7,000	7,000
	(2018-19 To ?) TRIENNIAL CITIZEN SURVEY (ESTIMATE PENDING PROPOSAL)			1,500	1,500	1,500	1,500
	FOOTNOTE AMOUNTS:						
	(2021-22 To ?) CHAMBER SPONSORSHIPS & POLO CLASSIC			6,550	6,550	6,550	6,550
	GL # FOOTNOTE TOTAL:		2,750	4,250	4,250	11,250	11,250
101-577-900.000	PRINTING & PUBLICATIONS	6,550	6,550	6,550	6,550	6,550	6,550
	FOOTNOTE AMOUNTS:			2,000	2,000	2,000	2,000
	(2016-17 To ?) STRATEGIC BRANDING OPPORTUNITIES - PENDING HARTLAND LIVING			3,250	3,250	3,250	3,250
	FOOTNOTE AMOUNTS:						
	(2016-17 To ?) SEMI ANNUAL NEWSLETTER TO RESIDENTS			1,300	1,300	1,300	1,300
	FOOTNOTE AMOUNTS:						
	(2016-17 To ?) ONE PAGE CHAMBER AD			6,550	6,550	6,550	6,550
	GL # FOOTNOTE TOTAL:			6,550	6,550	6,550	6,550
101-577-956.000	SPECIAL EVENTS	500	500	500	500	500	500
	FOOTNOTE AMOUNTS:			500	500	500	500
	(2016-17 To ?) MATERIALS FOR TOWNSHIP PARTICIPATION IN EVENTS, INCLUDING STATE OF THE TOWNSHIP SUPPLIES.						
101-577-957.000	EDUCATION/TRAINING/CONVENTION	500	500	500	500	500	500
	FOOTNOTE AMOUNTS:			500	500	500	500
	(2016-17 To ?) COMMUNICATIONS DIRECTOR PROF DEVELOPMENT						
	Totals for dept 577 - COMMUNICATIONS	48,683	45,788	49,709	49,709	58,047	58,047
Dept 722 - ZONING CODE ENFORCEMENT							
101-722-704.000	ENFORCEMENT WAGES	14,357	14,357	14,000	14,000	14,000	14,000
	FOOTNOTE AMOUNTS:			14,000	14,000		
	(2021-22) FY 22- (\$19.86 X 700 PART TIME HOURS)						
	FOOTNOTE AMOUNTS:					14,000	14,000
	(2022-23) FY23 - (\$19.86 X 700 PART TIME HOURS)						
	GL # FOOTNOTE TOTAL:			14,000	14,000	14,000	14,000
101-722-715.000	EMPLOYERS SOC SEC	1,099	1,099	1,071	1,071	1,071	1,071
	FOOTNOTE AMOUNTS:			1,071	1,071		
	(2021-22) FY 22- 7.65%						
	FOOTNOTE AMOUNTS:					1,071	1,071
	(2022-23) FY 22- 7.65%						
	GL # FOOTNOTE TOTAL:			1,071	1,071	1,071	1,071
101-722-725.000	FEES/PER DIEMS	500	500	500	500	500	500
	(2016-17 To ?) FEE FOR SPECIAL ENFORCEMENT OFFICER						
	(2017-18 To ?) FEE FOR SPECIAL ENFORCEMENT OFFICER						
	FOOTNOTE AMOUNTS:			500	500	500	500
	(2019-20 To ?) FEE FOR SPECIAL ENFORCEMENT OFFICER						
101-722-900.000	PRINTING & PUBLICATIONS		126				
	Totals for dept 722 - ZONING CODE ENFORCEMENT	15,956	16,082	15,571	15,571	15,571	15,571
Dept 751 - PARKS & RECREATION							
101-751-740.000	OPERATING SUPPLIES	2,400	2,400	2,400	2,400	2,400	2,400
	FOOTNOTE AMOUNTS:			2,400	2,400	2,400	2,400
	(2020-21 To ?) TRASH BAGS, SOAP, PAPER PRODUCTS (PREVIOUSLY IN REPAIRS AND MAINTENANCE)						
101-751-801.000	CONTRACTED SERVICES	23,900	23,900	28,400	28,400	25,400	25,400
	FOOTNOTE AMOUNTS:			7,000	7,000	4,000	4,000
	(2015-16 To ?) SPRANGER AGREEMENT WITH HAYAA FOR LAWN AND OTHER MAINTENANCE UPDATED FOR FY21, BASED ON NEW (PENDING) CONTRACT WITH HAYAA. INCREASE OF TOTAL ANNUAL PAYMENT FROM \$7K TO \$10K, LESS \$5K CREDIT FOR SPRANGER CAPITAL PROJECTS						
	FOOTNOTE AMOUNTS:			1,200	1,200	1,200	1,200
	(2015-16 To ?) SETTLERS - PARKING LOT GRADING & CHLORIDING			1,000	1,000	1,000	1,000
	FOOTNOTE AMOUNTS:						
	(2015-16 To ?) PORTA POTTIES FOR PARADE & HERITAGE DAYS			400	400	400	400
	FOOTNOTE AMOUNTS:						
	(2015-16 To ?) PARK RENTALS (FEES WILL BE SPLIT 50/50 WITH HAYAA/HCSA) -RENTAL REVENUE WILL BE PUT INTO REVENUE ACCT; AND PAYMENT TO HAYAA/HCSA WILL BE PAID OUT OF 101-751-801.000. ASSUMES 2 RENTALS @ \$200 EACH.						

BUDGET REPORT
 Fund: 101 GENERAL FUND
 HARTLAND TOWNSHIP
 DRAFT WORKING BUDGET GENERAL FUND
 FY22 AND FY23

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	2020-21 PROJECTED ACTIVITY	2021-22 DEPT REQUESTED BUDGET	2021-22 NAGER RECOMMENDED BUDGET	2022-23 DEPT REQUESTED BUDGET	2022-23 NAGER RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 751 - PARKS & RECREATION							
	FOOTNOTE AMOUNTS:			3,200	3,200	3,200	3,200
	(2016-17 To ?) HERITAGE - GRADING & CHLORIDING (INCREASED FOR INCREASED PARKING LOT SIZE; PER 2YR CIP MAINT COSTS)			750	750	750	750
	FOOTNOTE AMOUNTS:			750	750	750	750
	(2018-19 To ?) SETTLERS PARK RETENTION POND MAINTENANCE			14,100	14,100	14,100	14,100
	FOOTNOTE AMOUNTS:			750	750	750	750
	(2018-19 To ?) HERITAGE PARK RETENTION POND MAINTENANCE (HIGHER COSTS FY19 DUE TO OVERGROWTH; NO PREVIOUS MAINT DONE)			14,100	14,100	14,100	14,100
	FOOTNOTE AMOUNTS:			14,100	14,100	14,100	14,100
	(2018-19 To ?) HAYAA, HYL & HCSA AGREEMENTS (HERITAGE MAINTENANCE; INCL ADJUSTMENTS FOR STORAGE UNITS)						
	(2019-20 To ?) PHRAGMITES MITIGATION PILOT PROGRAM (COSTS PENDING FURTHER BOARD DISCUSSION)						
	GL # FOOTNOTE TOTAL:			28,400	28,400	25,400	25,400
101-751-801.009	CONTRACT SERVICES - WATER SYSTEM	10,604	10,604	20,492	20,492	20,492	20,492
	FOOTNOTE AMOUNTS:			3,860	3,860	3,860	3,860
	(2020-21 To ?) SEASONAL EMPLOYEES MOWING IN PARKS PER ATTACHED SPREADSHEET			16,632	16,632	16,632	16,632
	FOOTNOTE AMOUNTS:			16,632	16,632	16,632	16,632
	(2020-21 To ?) FULL TIME FIELD STAFF LABOR COSTS (TO BE REIMBURSED TO WATER FUND FOR REPAIRS, MAINTENANCE, SNOW AND LAWN SERVICES)			20,492	20,492	20,492	20,492
	GL # FOOTNOTE TOTAL:			20,492	20,492	20,492	20,492
101-751-801.010	CONTRACT EQUIPMENT - WATER SYS	1,442	1,442	2,284	2,284	2,284	2,284
	FOOTNOTE AMOUNTS:			2,284	2,284	2,284	2,284
	(2020-21 To 2021-22) PARKS CONTRIBUTION FOR EQUIPMENT DEPRECIATION, OPERATIONS AND MAINTENANCE PER THE ATTACHED SPREADSHEET						
	FOOTNOTE AMOUNTS:					2,284	2,284
	(2022-23 To ?) PARKS CONTRIBUTION FOR EQUIPMENT DEPRECIATION, OPERATIONS AND MAINTENANCE PER THE ATTACHED SPREADSHEET						
	GL # FOOTNOTE TOTAL:			2,284	2,284	2,284	2,284
101-751-802.000	LAWN/SNOW MAINTENANCE	1,650	1,650	3,200	3,200	3,200	3,200
	FOOTNOTE AMOUNTS:			1,500	1,500	1,500	1,500
	(2018-19 To ?) WINEGARNER BRUSH HOGGING FENCE LINE (EVERY OTHER YEAR) - NEXT FY20 \$1,500 ALTERNATING YEARS WITH HARTLAND SCHOOLS			900	900	900	900
	FOOTNOTE AMOUNTS:			800	800	800	800
	(2019-20 To ?) ADDITIONAL PATHWAY BRUSH CUTTING AT SETTLERS (RENTAL UNIT FROM LCDC)						
	FOOTNOTE AMOUNTS:			800	800	800	800
	(2020-21 To ?) MULCH AND SALT						
	GL # FOOTNOTE TOTAL:			3,200	3,200	3,200	3,200
101-751-920.002	UTILITIES - ELECTRIC	5,300	5,300	5,300	5,300	5,300	5,300
	FOOTNOTE AMOUNTS:			5,300	5,300	5,300	5,300
	(2016-17 To ?) ELECTRIC - ALL PARK PROPERTIES (INCREASED FY19 FOR NEW BLDGS)						
101-751-920.004	UTILITIES - SEWER	1,500	1,500	1,500	1,500	1,500	1,500
	FOOTNOTE AMOUNTS:			1,500	1,500	1,500	1,500
	(2020-21 To ?) SPRANGER SEWER BILL						
101-751-920.006	REU SURCHARGE FEES	22	22	22	22	22	22
	FOOTNOTE AMOUNTS:			22	22	22	22
	(2016-17 To ?) SPRANGER PARK SEWER SURCHARGES (BASED ON ACTUAL 2013/14 SURCHARGES PLUS 10% INCR/YR FOR INCREASED RATES)						
101-751-930.000	REPAIRS & MAINTENANCE	3,250	6,000	4,050	4,050	4,050	4,050
	FOOTNOTE AMOUNTS:			300	300	300	300
	(2015-16 To ?) TRASH CAN MAINTENANCE - CLEANING, PAINTING, GRAFFITI REMOVAL, CHAINS, ETC. (PER 2YR APPROVED CIP LIST)			300	300	300	300
	FOOTNOTE AMOUNTS:			300	300	300	300
	(2016-17 To ?) SIGN MAINTENANCE (GRAFFITI REMOVAL, DAMAGE, ETC.)						
	FOOTNOTE AMOUNTS:			1,500	1,500	1,500	1,500
	(2017-18 To ?) GENERAL MAINTENANCE/REPAIRS AT ALL TWP-OWNED PARKS						
	FOOTNOTE AMOUNTS:			800	800	800	800
	(2018-19 To ?) SEPTIC SYSTEM PUMPING (PARK BLDGS) EVERY THREE YEARS?						
	FOOTNOTE AMOUNTS:			350	350	350	350
	(2018-19 To ?) POWER WASH PARK BLDGS (PERFORMED BY SEASONAL EMPLOYEES)						
	FOOTNOTE AMOUNTS:			750	750	750	750
	(2019-20 To ?) WATER SAMPLING, AS REQUIRED BY LCHD & DEQ (NEW REGULATIONS PROPOSED IN 2020 - ADDITIONAL TESTING)						
	FOOTNOTE AMOUNTS:			50	50	50	50
	(2020-21 To ?) WINTERIZATION BY IN HOUSE STAFF						
	GL # FOOTNOTE TOTAL:			4,050	4,050	4,050	4,050
101-751-955.000	PARKS - SPECIAL EVENTS	16,000	16,000	16,000	16,000	16,000	16,000
	FOOTNOTE AMOUNTS:			16,000	16,000	16,000	16,000
	(2015-16 To ?) WINTERFEST - COSTS TO BE OFFSET BY DONATIONS						
101-751-956.000	FARMERS MARKET	3,000	3,000	3,000	3,000	3,000	3,000
	FOOTNOTE AMOUNTS:			3,000	3,000	3,000	3,000

BUDGET REPORT
 Fund: 101 GENERAL FUND
 HARTLAND TOWNSHIP
 DRAFT WORKING BUDGET GENERAL FUND
 FY22 AND FY23

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	2020-21 PROJECTED ACTIVITY	2021-22 DEPT REQUESTED BUDGET	2021-22 NAGER RECOMMENDED BUDGET	2022-23 DEPT REQUESTED BUDGET	2022-23 NAGER RECOMMENDED BUDGET
APPROPRIATIONS							
Dept 751 - PARKS & RECREATION							
(2016-17 To ?) ESTIMATED COST PER TREASURER HORNING (REVENUE TO FULLY OFFSET)							
BREAKDOWN:							
POSTAGE - \$20							
PORT-A-JOHN - \$300							
PLASTIC BAGS - \$1000							
SIGNAGE - \$500							
EDUCATION AND TRAINING - \$280							
ADVERTISING - \$700							
Totals for dept 751 - PARKS & RECREATION		69,068	71,818	86,648	86,648	83,648	83,648
Dept 901 - APPROPRIATIONS-TRANSFER OUT							
101-901-999.000	APPROPRIATIONS SENIOR CITIZENS	22,000	22,000	22,000	22,000	22,000	22,000
FOOTNOTE AMOUNTS:							
(2017-18 To ?) INCREASE APPROVED BY HTB AT 2/11/17 BUDGET WORKSHOP							
101-901-999.002	APPROPRIATIONS COMMUNITY CENTER	20,000	20,000	22,000	22,000	22,000	22,000
FOOTNOTE AMOUNTS:							
(2015-16 To ?) TO HERO, IN ACCORDANCE WITH THE ORIGINAL PROPOSAL BUDGET FOR THE TEEN CENTER							
101-901-999.209	TRANSFER TO CEM	25,000	25,000				
101-901-999.401	TRANSFER OUT CAPITAL IMP	513,148	513,148				
(2020-21 To ?) PENDING BOARD DISCUSSION							
Totals for dept 901 - APPROPRIATIONS-TRANSFER OUT		580,148	580,148	44,000	44,000	44,000	44,000
TOTAL APPROPRIATIONS		2,771,079	2,681,895	2,214,021	2,214,021	2,264,386	2,264,386
NET OF REVENUES/APPROPRIATIONS - FUND 101		2,664	23,877	517,920	517,920	485,210	485,210
BEGINNING FUND BALANCE		2,862,598	2,862,598	2,886,475	2,886,475	3,404,395	3,404,395
ENDING FUND BALANCE		2,865,262	2,886,475	3,404,395	3,404,395	3,889,605	3,889,605



Hartland Township CIP
2021-2023

Funding Source	Completed FY 19-20	Proposed FY 20-21	Proposed FY 21-22	FY 22-23	Future TBD
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Pathways

Hartland Road Sidewalks	401	\$ 77,067	\$ 21,198			
M59 South Pathway Connector	401		\$ 34,899	\$ 358,851		
		\$ 77,067	\$ 56,097	\$ 358,851	\$ -	\$ -

Township Hall and Grounds

Township Hall Security Improvements	401	\$ 10,012				
HERO Center Exterior Painting	401	\$ 3,700				
Township Hall HVAC (placeholder)	401	\$ 7,930	\$ -	\$ 8,500	\$ 8,500	\$ 8,500
Township Hall Parking Lot Rehab	401			Moved to future	\$ 191,100	
		\$ 21,642	\$ -	\$ 8,500	\$ 199,600	\$ 8,500

Parks

Heritage Park Construction	401	\$ 2,500				
Settlers Park Construction	401	\$ 15,431				
Spranger Field Upgrades	401		\$ 225,000			
Settlers Park Plant Management	401			Moved to future	\$ 53,813	
		\$ 17,931	\$ 225,000	\$ -	\$ 53,813	\$ -

Miscellaneous Projects

Contingencies	401		\$ 20,000	\$ 20,000	\$ 20,000	
Streetlights - LED Conversion	401	\$ 15,223				
Bullard Lake Woods Road SAD	401	\$ 165,808				
Gateway Signs - updated cost + 20% (1C)	401			Moved to future	\$ 60,000	
M59 Median Improvements	401			Moved to future	\$ 40,000	
Election Equipment (projected in year 2027)	401					\$ 100,000
New Township Truck	401		\$ 24,979			
		\$ 181,031	\$ 44,979	\$ 20,000	\$ 120,000	\$ 100,000

Fire Fund

Station 61 replacement roof	206	\$ -	\$ 48,950			
Station 61 parking lot replacement	206				\$ 150,000	
Station 62 interior light replacement project	206			\$ 5,500		
Station 61 drain repair	206			\$ 6,500		
Station 62 parking lot sealcoating	206			\$ 18,000		
Station 61 carpet replacement	206			\$ 12,000		
Tornado Sirens	206			\$ 20,000		\$ 20,000
Station 62 HVAC replacement unit	206					\$ 10,000
Station 62 replacement roof	206					\$ 35,000
		\$ -	\$ 48,950	\$ 62,000	\$ 150,000	\$ 65,000

Road Fund

Maxfield/Blaine Road (with Brighton TWP.)	204	\$ 218,412				
Crack seal Clyde,Hibner,Read,Bergin	204	\$ 23,715				
Tree Removal	204		\$ 1,250			
Road Chloride - 1 application	204			\$ 21,000	\$ 21,000	\$ 21,000
Transfer to Water 539 for road restoration	204			\$ 125,000		
Hacker Rd crack seal	204			\$ 21,250		
Clyde Rd (gravel) limestone	204			\$ 214,000		
Bergin Limestone	204			\$ 96,000		
Pleasant Valley Rd limestone	204			\$ 108,000		
		\$ 242,127	\$ 1,250	\$ 585,250	\$ 21,000	\$ 21,000

Water Fund

Engineering Water Extension to Fenton Road	539	\$ 24,130	\$ 170,266			
Booster Station	539	\$ -	\$ 13,128			
Pole Barn	539	\$ 9,422				
Mowers, Trailer	539	\$ 23,194				
Annual Repairs	539	\$ 14,269	\$ 8,610	\$ 15,000	\$ 15,000	
Updated Water Master Plan	539				\$ 50,000	
Fixed Network Meter Reading System	539		\$ 75,000			
New Supply Well Engineering	539			\$ 9,000	\$ 45,000	
Install Water Main (12" & 16") to East M-59	539			\$ 2,000,000	\$ 950,000	
Water Plant Filter Improvements with media	539				\$ 775,000	
New Supply Well Construction	539				\$ 178,000	
		\$ 71,015	\$ 267,004	\$ 2,024,000	\$ 2,013,000	\$ -



Hartland Township CIP
2021-2023

Funding Source	Completed FY 19-20	Projected FY 20-21	Proposed FY 21-22	FY 22-23	Future TBD
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Pathways

Hartland Road Sidewalks	401	\$ 77,067	\$ 21,198			
M59 South Pathway Connector	401		\$ 39,381	\$ 354,369		

Township Hall and Grounds

Township Hall Security Improvements	401	\$ 10,012				
HERO Center Exterior Painting	401	\$ 3,700				
Township Hall HVAC (placeholder)	401	\$ -	\$ -	\$ 8,500	\$ 8,500	\$ 8,500
Township Hall Parking Lot Rehab	401			Moved to future	\$ 191,100	

Parks

Heritage Park Construction	401	\$ 2,373				
Settlers Park Construction	401	\$ 15,431				
Spranger Field Upgrades	401	\$ 138,355	\$ 87,672			
Settlers Park Plant Management	401			Moved to future	\$ 53,813	

Miscellaneous Projects

Contingencies	401		\$ 20,000	\$ 20,000	\$ 20,000	
Streetlights - LED Conversion	401	\$ 15,223				
Bullard Lake Woods Road SAD	401	\$ 168,850				
Gateway Signs - updated cost + 20% (C)	401			Moved to future	\$ 60,000	
M59 Median Improvements	401			Moved to future	\$ 40,000	
Election Equipment (projected in year 2027)	401					\$ 100,000
New Township Truck	401		\$ 24,979			

Beginning Capital Project Fund Balance:	401	\$ 256,673	\$ 672,546	\$ 992,464	\$ 1,059,595	\$ 1,136,182
Annual Project Totals:	401	\$ 431,011	\$ 193,230	\$ 382,869	\$ 373,413	\$ 108,500
Other Misc Revenues		\$ 26,700	\$ 26,604	\$ 12,500	\$ 12,500	\$ 12,500
Annual Capital Fund Transfer Projection:	401	\$ 820,185	\$ 513,148	\$ 450,000	\$ 450,000	\$ 450,000
EOY Capital Fund Project Balance:	401	\$ 672,546	\$ 992,464	\$ 1,059,595	\$ 1,136,182	\$ 1,477,682



Hartland Township CIP
2021-2023

Funding Source	Completed FY 19-20	Proposed FY 20-21	Proposed FY 21-22	FY 22-23	Future TBD
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Fire Fund

Station 61 replacement roof	206	\$ -	\$ 48,950			
Station 61 parking lot replacement	206				\$ 150,000	
Station 62 interior light replacement project	206			\$ 5,500		
Station 61 drain repair	206			\$ 6,500		
Station 62 parking lot sealcoating	206			\$ 18,000		
Station 61 carpet replacement	206			\$ 12,000		
Tornado Sirens	206			\$ 20,000		\$ 20,000
Station 62 HVAC replacement unit	206					\$ 10,000
Station 62 replacement roof	206					\$ 35,000

Beginning Cash Balance	206	\$ 1,231,705	\$ 1,288,907	\$ 1,370,242	\$ 1,626,972	\$ 1,774,363
Annual Project Totals:	206	\$ -	\$ 48,950	\$ 62,000	\$ 150,000	\$ 65,000
Annual Expenses excluding Capital Projects		\$ 1,230,487	\$ 1,223,546	\$ 1,259,543	\$ 1,296,695	\$ 1,300,000
Annual Taxes & Revenues designated for Fire	206	\$ 1,287,689	\$ 1,353,831	\$ 1,578,273	\$ 1,594,086	\$ 1,355,719
EOY Capital Fund Project Balance:	206	\$ 1,288,907	\$ 1,370,242	\$ 1,626,972	\$ 1,774,363	\$ 1,765,082



Hartland Township CIP

2021-2023

Funding Source	<u>Completed</u> FY 19-20	<u>Projected</u> FY 20-21	<u>Proposed</u> FY 21-22	<u>Proposed</u> FY 22-23	<u>Proposed</u> FY23-24
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Road Fund

Maxfield/Blaine Road (with Brighton TWP.)	204	\$ 218,412				
Crack seal Clyde,Hibner,Read,Bergin	204	\$ 23,715				
Tree Removal	204		\$ 1,250			
Road Chloride - 1 application	204			\$ 21,000	\$ 21,000	\$ 21,000
Transfer to Water 539 for road restoration	204			\$ 125,000		
Hacker Rd crack seal	204			\$ 21,250		
Clyde Rd (gravel) limestone	204			\$ 214,000		
Bergin Limestone	204			\$ 96,000		
Pleasant Valley Rd limestone	204			\$ 108,000		

Beginning Road Fund Cash Balance	204	\$ 1,388,809	\$ 1,587,149	\$ 2,061,523	\$ 1,989,770	\$ 2,479,221
Annual Project Totals:	204	\$ 242,127	\$ 1,250	\$ 585,250	\$ 21,000	\$ 21,000
Annual Bond Payments (P&I) & Non capital expenses	204	\$ 588,836	\$ 605,250	\$ 594,200	\$ 608,000	\$ 600,900
Annual Taxes & Revenues designated for Roads	204	\$ 1,029,303	\$ 1,080,874	\$ 1,107,697	\$ 1,118,451	\$ 1,125,000
EOY Capital Fund Project Balance:	204	\$ 1,587,149	\$ 2,061,523	\$ 1,989,770	\$ 2,479,221	\$ 2,982,321

*FY24 last year of collections



Hartland Township CIP
2021-2023

Funding Source	<u>Completed</u> FY 19-20	<u>Projected</u> FY 20-21	<u>Proposed</u> FY 21-22	<u>FY 22-23</u>	<u>Future TBD</u>
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Water Fund

Engineering Water Extension to Fenton Road	539	\$ 24,130	\$ 170,266			
Booster Station	539	\$ -	\$ 13,128			
Pole Barn	539	\$ 9,422				
Mowers, Trailer	539	\$ 23,194				
Annual Repairs	539	\$ 14,269	\$ 8,610	\$ 15,000	\$ 15,000	
Updated Water Master Plan	539				\$ 50,000	
Fixed Network Meter Reading System	539		\$ 75,000			
New Supply Well Engineering	539			\$ 9,000	\$ 45,000	
Install Water Main (12" & 16") to East M-59	539			\$ 2,000,000	\$ 950,000	
Water Plant Filter Improvements with media	539				\$ 775,000	
New Supply Well Construction	539				\$ 178,000	

Beginning Capital Project Fund Balance:	539	\$ 570,408	\$ 695,908	\$ 604,218	\$ 1,881,734	\$ 405,054
Annual Project Totals:	539	\$ 71,015	\$ 267,004	\$ 2,024,000	\$ 2,013,000	\$ -
Transfers In + Surcharge/Connection/Other Revenues	539	\$ 196,515	\$ 175,314	\$ 3,301,516	\$ 536,320	\$ 150,000
EOY Capital Fund Project Balance:	539	\$ 695,908	\$ 604,218	\$ 1,881,734	\$ 405,054	\$ 555,054

Accounting Notes:

Beginning balance includes all cash accounts + \$24K due from O&M

Project amounts shown tie to depreciation schedules & actual amounts paid

EOY balance ties w/in \$74, not material. See workpapers in 539 fund folder under capital projects.

Transfers In:

	FY22	FY23
Amounts from Developers/Twp for Water Extension	\$ 3,131,516.00	
Forecasted REU connections (25) + Surcharge Fees	170,000.00	\$ 170,000.00
Rotondo REUs purchased (20 out of 55)		\$ 116,320.00
Transfer from 536 O&M: Estimated surplus		250,000.00
	<u>\$ 3,301,516.00</u>	<u>\$ 536,320.00</u>