

BILLS

Bill Summary

SEPT 14-OCT 11, 2023

PREVIOUSLY PAID	FIRE	\$17,995.06
	GENERAL	\$4,624.08
PAYROLL	FIRE -	\$99,466.89
	GENERAL	\$28,327.62
OPEN INVOICES	FIRE -	\$5,070.46
	GENERAL	\$19,761.36
TAX DISBURSEMENTS		\$5,922,173.01
TRUST & AGENCY	Paid	\$250.00
	Open	\$0.00
TOTALS		\$6,097,668.48

REVENUE AND EXPENDITURE REPORT FOR ARMADA TOWNSHIP
PERIOD ENDING 10/31/2023

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 10/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Revenues						
Dept 000						
101-000-402.001	TAX REVENUE	274,083.00	78,325.31	0.00	195,757.69	28.58
101-000-448.002	TAX COLLECTION INCOME	5,654.25	0.00	0.00	5,654.25	0.00
101-000-491.000	BUILDING PERMITS	46,000.00	25,841.00	0.00	20,159.00	56.18
101-000-492.000	ELECTRICAL PERMITS	16,000.00	8,213.00	0.00	7,787.00	51.33
101-000-493.000	MECHANICAL PERMITS	20,000.00	6,185.00	0.00	13,815.00	30.93
101-000-494.000	PLUMBING PERMITS	9,000.00	3,338.00	0.00	5,662.00	37.09
101-000-528.000	FEDERAL GRANTS	22,000.00	0.00	0.00	22,000.00	0.00
101-000-543.005	STATE GRANT PUBLIC SAFETY	1.00	21,812.00	0.00	(21,811.00)	2,181.20
101-000-573.000	LOCAL COMMUNITY SHARE	8,000.00	2,564.61	0.00	5,435.39	32.06
101-000-574.001	LIQUOR / STATE SHARED	1,300.00	928.95	0.00	371.05	71.46
101-000-574.002	SALES / REVENUE SHARING	396,000.00	125,130.00	0.00	270,870.00	31.60
101-000-587.001	SMART- MUNICIPAL	2,400.00	0.00	0.00	2,400.00	0.00
101-000-587.002	SMART - COMMUNITY	10,540.00	(2,000.00)	0.00	12,540.00	(18.98)
101-000-607.001	ZONING BOARD OF APPEALS	1,280.00	640.00	0.00	640.00	50.00
101-000-607.002	ZONING SPLITS/LAND DIVISION	3,500.00	725.00	0.00	2,775.00	20.71
101-000-607.004	SPECIAL MTGS / REVIEWS-PLANNING	15,000.00	711.39	0.00	14,288.61	4.74
101-000-607.005	CEMETERY PLOTS	1.00	0.00	0.00	1.00	0.00
101-000-607.006	XEROX / ZONING BOOKS	1.00	0.00	0.00	1.00	0.00
101-000-626.003	REFUNDS/FOIA/OTHER INCOME	1.00	832.24	0.00	(831.24)	83,224.0
101-000-627.000	REINSPECTIONS	2,000.00	850.00	0.00	1,150.00	42.50
101-000-651.001	SENIOR EVENT TICKETS	10,000.00	1,210.00	0.00	8,790.00	12.10
101-000-657.004	ORDNANCE FINES & COSTS	2,500.00	196.50	0.00	2,303.50	7.86
101-000-664.000	INTEREST & DIVIDEND REVENUE	7,000.00	18,808.62	0.00	(11,808.62)	268.69
101-000-671.000	PROPERTY LEASE - FARMING	1,434.00	1,433.70	0.00	0.30	99.98
101-000-676.006	ELECTION REIMBURSEMENT	5,000.00	8,121.93	0.00	(3,121.93)	162.44
101-000-693.023	SALE OF PROPERTY	1.00	0.00	0.00	1.00	0.00
101-000-698.000	BOND/INSURANCE RECOVERIES	1.00	718.46	0.00	(717.46)	71,846.0
Total Dept 000		858,697.25	304,585.71	0.00	554,111.54	35.47
TOTAL REVENUES						
		858,697.25	304,585.71	0.00	554,111.54	35.47
Expenditures						
Dept 101 - GOVERNING BODY						
101-101-704.000	WAGES - TRUSTEES	8,523.70	4,261.80	0.00	4,261.90	50.00
101-101-721.000	EMPLOYER'S FICA	500.00	264.22	0.00	235.78	52.84
101-101-722.000	EMPLOYER'S MEDICARE	120.00	61.80	0.00	58.20	51.50
101-101-830.000	EDUCATION/TRAINING - GOVT	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 101 - GOVERNING BODY		10,643.70	4,587.82	0.00	6,055.88	43.10
Dept 171 - SUPERVISOR						
101-171-704.000	WAGES - SUPERVISOR	29,316.09	15,785.56	1,127.54	13,530.53	53.85
101-171-721.000	EMPLOYER'S FICA	2,388.00	1,118.92	79.93	1,269.08	46.86
101-171-722.000	EMPLOYER'S MEDICARE	559.00	261.68	18.69	297.32	46.81
101-171-723.000	HEALTH INSURANCE	4,200.00	2,261.42	161.53	1,938.58	53.84
101-171-830.000	EDUCATION/TRAINING	625.00	440.00	0.00	185.00	70.40
101-171-860.000	MEMBERSHIPS/MILEAGE	625.00	0.00	0.00	625.00	0.00
Total Dept 171 - SUPERVISOR		37,713.09	19,867.58	1,387.69	17,845.51	52.68

PERIOD ENDING 10/31/2023

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 10/31/2023		ACTIVITY FOR MONTH 10/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)		% BDGT USED
			NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
Dept 215 - CLERK								
101-215-704.000	WAGES - CLERK	34,647.85	18,656.54		1,332.61	15,991.31	53.85	
101-215-705.000	DEPUTY WAGES - CLERK	20,000.00	8,706.99		537.04	11,293.01	43.53	
101-215-721.000	EMPLOYER'S FICA	3,835.00	1,836.74		125.93	1,998.26	47.89	
101-215-722.000	EMPLOYER'S MEDICARE	897.00	429.57		29.45	467.43	47.89	
101-215-723.000	HEALTH INSURANCE	4,200.00	2,261.42		161.53	1,938.58	53.84	
101-215-811.000	COMPUTER SUPPORT/MAINT CLERK	23,586.00	0.00		0.00	23,586.00	0.00	
101-215-830.000	EDUCATION/TRAINING	600.00	625.00		0.00	(25.00)	104.17	
101-215-860.000	MEMBERSHIPS/MILEAGE	600.00	268.34		0.00	331.66	44.72	
Total Dept 215 - CLERK			88,365.85	32,784.60	2,186.56	55,581.25	37.10	
Dept 247 - BOARD OF REVIEW								
101-247-704.000	WAGES - BOARD OF REVIEW	1,100.00	162.03		0.00	937.97	14.73	
101-247-721.000	EMPLOYER'S FICA	68.20	10.04		0.00	58.16	14.72	
101-247-722.000	EMPLOYER'S MEDICARE	15.95	2.35		0.00	13.60	14.73	
101-247-830.000	EDUCATION/TRAINING	900.00	0.00		0.00	900.00	0.00	
101-247-901.000	LEGAL NOTICES/PUBLISHING - B.O.R.	350.00	0.00		0.00	350.00	0.00	
101-247-957.000	MEALS	100.00	0.00		0.00	100.00	0.00	
Total Dept 247 - BOARD OF REVIEW			2,534.15	174.42	0.00	2,359.73	6.88	
Dept 253 - TREASURER								
101-253-704.000	WAGES - TREASURER	32,191.52	17,333.96		1,238.14	14,857.56	53.85	
101-253-705.000	DEPUTY WAGES - TREASURER	13,000.00	0.00		0.00	13,000.00	0.00	
101-253-721.000	EMPLOYER'S FICA	3,187.00	1,214.92		86.78	1,972.08	38.12	
101-253-722.000	EMPLOYER'S MEDICARE	717.00	284.13		20.30	432.87	39.63	
101-253-723.000	HEALTH INSURANCE	4,200.00	2,261.42		161.53	1,938.58	53.84	
101-253-780.000	POSTAGE - TREASURER	5,000.00	1,544.94		0.00	3,455.06	30.90	
101-253-811.000	COMPUTER SUPPORT/MAINT TREAS	1,258.00	1,258.00		0.00	0.00	100.00	
101-253-830.000	EDUCATION/TRAINING -TREASURER	200.00	0.00		0.00	200.00	0.00	
101-253-860.000	MEMBERSHIPS/MILEAGE	100.00	10.48		0.00	89.52	10.48	
Total Dept 253 - TREASURER			59,853.52	23,907.85	1,506.75	35,945.67	39.94	
Dept 257 - ASSESSING								
101-257-704.000	WAGES - ASSESSING	43,200.00	22,200.00		0.00	21,000.00	51.39	
101-257-727.000	OFFICE SUPPLIES - ASSESSOR	50.00	0.00		0.00	50.00	0.00	
101-257-780.000	POSTAGE - ASSESSING	2,400.00	23.52		0.00	2,376.48	0.98	
101-257-801.000	LAND DIVISION	1,500.00	325.00		0.00	1,175.00	21.67	
101-257-811.000	COMPUTER SUPPORT/MAINT ASSESSING	22,000.00	1,429.00		0.00	20,571.00	6.50	
101-257-811.001	APEX SOFTWARE/SUPPORT FEE	300.00	260.00		0.00	40.00	86.67	
101-257-830.000	EDUCATION/TRAINING	800.00	0.00		0.00	800.00	0.00	
101-257-860.000	MEMBERSHIPS/MILEAGE	250.00	0.00		0.00	250.00	0.00	

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Fund 101 - GENERAL FUND						
Expenditures						
101-261-802.001	MASTER PLAN UPDATE	6,250.00	3,125.00	0.00	3,125.00	50.00
101-261-802.004	ZONING ORDINANCE UPDATE	21,000.00	0.00	0.00	21,000.00	0.00
101-261-803.000	AUDIT	9,200.00	10,950.00	0.00	(1,750.00)	119.02
101-261-811.000	IT SUPPORT-SERVICE CONTRACT	17,600.00	10,522.28	0.00	7,077.72	59.79
101-261-860.000	MTA MEMBERSHIP/MILEAGE	7,700.00	7,673.13	0.00	26.87	99.65
101-261-901.000	LEGAL NOTICES/PUBLICATIONS- GOVT	3,000.00	1,153.28	0.00	1,846.72	38.44
101-261-920.000	UTILITIES	6,500.00	2,313.69	129.33	4,186.31	35.60
101-261-920.001	INTERNET/PHONE/WEBSITE	6,000.00	2,938.17	0.00	3,061.83	48.97
101-261-940.000	COPIER - SUPPLIES/MAINT	2,817.66	2,244.43	0.00	573.23	79.66
101-261-960.000	MISCELLANEOUS EXPENSE	8,176.78	7,676.78	0.00	500.00	93.89
101-261-961.000	FLAGS, BANNERS, SIGNS	600.00	458.32	0.00	141.68	76.39
101-261-964.000	REFUNDS	200.00	0.00	0.00	200.00	0.00
101-261-965.000	SERVICE CHARGES	100.00	0.00	0.00	100.00	0.00
Total Dept 261 - GENERAL GOVERNMENTAL		110,294.44	60,666.95	129.33	49,627.49	55.00
Dept 262 - ELECTIONS						
101-262-704.000	WAGES - ELECTIONS	12,000.00	1,961.00	0.00	10,039.00	16.34
101-262-727.000	OFFICE SUPPLIES - ELECTIONS	1,800.00	160.94	0.00	1,639.06	8.94
101-262-731.000	VOTING MATERIALS/EQUIP	4,650.00	1,633.60	0.00	3,016.40	35.13
101-262-780.000	POSTAGE - ELECTIONS	4,200.00	410.16	0.00	3,789.84	9.77
101-262-830.000	EDUCATION/TRAINING	1,000.00	241.99	0.00	758.01	24.20
101-262-860.000	MEMBERSHIPS/MILEAGE	700.00	424.51	0.00	275.49	60.64
101-262-901.000	LEGAL NOTICES/PUBLICATIONS -ELECTIONS	1,600.00	598.10	0.00	1,001.90	37.38
101-262-957.000	MEALS	750.00	229.63	0.00	520.37	30.62
Total Dept 262 - ELECTIONS		26,700.00	5,659.93	0.00	21,040.07	21.20
Dept 265 - BUILDING & GROUNDS						
101-265-704.000	WAGES - BLDG/GROUNDS	5,000.00	1,126.20	0.00	3,873.80	22.52
101-265-721.000	EMPLOYER'S FICA	124.00	69.83	0.00	54.17	56.31
101-265-722.000	EMPLOYER'S MEDICARE	30.00	16.34	0.00	13.66	54.47
101-265-801.000	CONTRACTUAL SERVICES	1.00	0.00	0.00	1.00	0.00
101-265-821.000	SNOW & GRASS SERVICES	5,500.00	2,310.00	0.00	3,190.00	42.00
101-265-930.000	HALL REPAIR ITEMS & CLEANING	5,000.00	1,011.78	0.00	3,988.22	20.24
101-265-955.000	PROPERTY EXPENSES/TAXES	1.00	0.00	0.00	1.00	0.00
Total Dept 265 - BUILDING & GROUNDS		15,656.00	4,534.15	0.00	11,121.85	28.96
Dept 266 - ATTORNEY						
101-266-815.000	MISC MATTERS - ATTORNEY	22,500.00	4,410.00	0.00	18,090.00	19.60
Total Dept 266 - ATTORNEY		22,500.00	4,410.00	0.00	18,090.00	19.60
Dept 301 - ORDINANCE ENFORCEMENT						
101-301-704.000	WAGES - CODE OFFICIAL	15,000.00	0.00	0.00	15,000.00	0.00
101-301-711.000	LIQUOR INSPECTIONS	1,300.00	644.52	0.00	655.48	49.58
101-301-721.000	EMPLOYER'S FICA	1,011.00	39.96	0.00	971.04	3.95
101-301-722.000	EMPLOYER'S MEDICARE	237.00	9.35	0.00	227.65	3.95
101-301-860.000	MEMBERSHIPS/MILEAGE	750.00	0.00	0.00	750.00	0.00
101-301-920.000	TELEPHONE - CODE OFFICIAL	1,000.00	0.00	0.00	1,000.00	0.00

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Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 301 - ORDINANCE ENFORCEMENT		19,298.00	693.83	0.00	18,604.17	3.60
Dept 371 - INSPECTIONS						
101-371-704.000	WAGES - INSPECTIONS	35,450.00	15,852.00	0.00	19,598.00	44.72
101-371-706.000	ELECTRICAL WAGES	9,000.00	4,495.04	0.00	4,504.96	49.94
101-371-707.000	MECHANICAL WAGES	11,000.00	2,522.25	0.00	8,477.75	22.93
101-371-708.000	PLUMBING WAGES	6,000.00	2,158.37	0.00	3,841.63	35.97
101-371-709.000	SECRETARY WAGES	31,096.00	16,744.00	1,196.00	14,352.00	53.85
101-371-713.001	VACATION- SECY	2,500.00	0.00	0.00	2,500.00	0.00
101-371-721.000	EMPLOYER'S FICA	5,900.00	2,589.85	74.15	3,310.15	43.90
101-371-722.000	EMPLOYER'S MEDICARE	1,400.00	605.66	17.34	794.34	43.26
101-371-723.000	HEALTH INSURANCE	1.00	0.00	0.00	1.00	0.00
101-371-724.000	RETIREMENT	1.00	0.00	0.00	1.00	0.00
101-371-727.000	OFFICE SUPPLIES - INSPECTIONS	500.00	7.00	0.00	493.00	1.40
101-371-780.000	POSTAGE - BUILDING	200.00	38.35	0.00	161.65	19.18
101-371-811.000	COMPUTER SUPPORT/MAINT BLDG	22,000.00	0.00	0.00	22,000.00	0.00
101-371-860.000	MEMBERSHIPS/MILEAGE	1,400.00	755.23	0.00	644.77	53.95
101-371-920.001	TELEPHONE - BLDG	1,600.00	348.31	0.00	1,251.69	21.77
101-371-964.000	REFUNDS	3,000.00	389.00	0.00	2,611.00	12.97
Total Dept 371 - INSPECTIONS		131,048.00	46,505.06	1,287.49	84,542.94	35.49
Dept 441 - PUBLIC WORKS						
101-441-801.000	SIRENS/MAINTENANCE	17,160.00	3,772.12	39.05	13,387.88	21.98
101-441-922.000	STREET LIGHTING - GOVT	3,500.00	2,253.57	304.75	1,246.43	64.39
Total Dept 441 - PUBLIC WORKS		20,660.00	6,025.69	343.80	14,634.31	29.17
Dept 446 - ROADS						
101-446-801.000	MAINTENANCE/CHLORIDE - ROADS	20,000.00	13,635.00	0.00	6,365.00	68.18
101-446-801.001	DRAIN MAINTENANCE	1.00	0.00	0.00	1.00	0.00
101-446-801.002	LIMESTONE	30,000.00	30,000.00	0.00	0.00	100.00
Total Dept 446 - ROADS		50,001.00	43,635.00	0.00	6,366.00	87.27
Dept 447 - ENGINEERS						
101-447-819.000	SPALDING, DEDECKER & ASSOCIATES	20,000.00	3,120.00	0.00	16,880.00	15.60
Total Dept 447 - ENGINEERS		20,000.00	3,120.00	0.00	16,880.00	15.60
Dept 528 - TRANSFER SITE						
101-528-704.000	WAGES - TRANSFER SITE	1,510.00	0.00	0.00	1,510.00	0.00
101-528-721.000	EMPLOYER'S FICA	100.00	0.00	0.00	100.00	0.00
101-528-722.000	EMPLOYER'S MEDICARE	24.00	0.00	0.00	24.00	0.00
101-528-809.000	TRANSFER SITE MONTHLY EXP	69,065.00	34,532.28	0.00	34,532.72	50.00
101-528-930.000	MAINTENANCE -TRANSFER SITE	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 528 - TRANSFER SITE		72,199.00	34,532.28	0.00	37,666.72	47.83
Dept 567 - TOWNSHIP CEMETERY						

REVENUE AND EXPENDITURE REPORT FOR ARMADA TOWNSHIP
PERIOD ENDING 10/31/2023

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Fund 101 - GENERAL FUND						
Expenditures						
101-567-930.000	MAINTENANCE - CEMETERY	3,500.00	1,662.00	0.00	1,838.00	47.49
Total Dept 567 - TOWNSHIP CEMETERY		3,500.00	1,662.00	0.00	1,838.00	47.49
Dept 694 - CBDG						
101-694-836.000	SENIOR SMART MUNICIPAL CREDITS	6,000.00	811.00	0.00	5,189.00	13.52
Total Dept 694 - CBDG		6,000.00	811.00	0.00	5,189.00	13.52
Dept 695 - SMART						
101-695-836.001	SENIOR SMART COMMUNITY CREDITS	9,000.00	2,639.00	0.00	6,361.00	29.32
101-695-836.002	P.A.L. SMART COMMUNITY CREDITS	4,770.00	0.00	0.00	4,770.00	0.00
101-695-836.003	ACEP SMART COMMUNITY CREDITS	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 695 - SMART		14,770.00	2,639.00	0.00	12,131.00	17.87
Dept 701 - PLANNING COMMISSION						
101-701-704.000	WAGES - PLANNING	6,228.00	2,569.69	482.83	3,658.31	41.26
101-701-714.000	SECRETARY PER DEIM	900.00	300.00	0.00	600.00	33.33
101-701-721.000	EMPLOYER'S FICA	442.00	177.89	29.93	264.11	40.25
101-701-722.000	EMPLOYER'S MEDICARE	104.00	41.63	6.99	62.37	40.03
101-701-780.000	POSTAGE - PLANNING	600.00	51.06	0.00	548.94	8.51
101-701-801.005	LAND DIVISION SPLITS	1,000.00	180.00	0.00	820.00	18.00
101-701-806.100	PLANNER SITE PLAN REVIEWS/ATTY/ENG/FIRE	10,000.00	340.00	0.00	9,660.00	3.40
101-701-814.000	COMMUNITY PLANNER	9,600.00	2,750.00	0.00	6,850.00	28.65
101-701-822.000	P.D.R. COMMITTEE	750.00	750.00	0.00	0.00	100.00
101-701-830.000	EDUCATION/TRAINING	1,000.00	181.00	0.00	819.00	18.10
101-701-901.000	PRINTING/PUBLISHING - PLANNING	22,000.00	375.65	0.00	21,624.35	1.71
Total Dept 701 - PLANNING COMMISSION		52,624.00	7,716.92	519.75	44,907.08	14.66
Dept 702 - ZONING BOARD OF APPEALS						
101-702-704.000	WAGES - Z.B.A.	1,060.00	572.50	0.00	487.50	54.01
101-702-709.000	SECRETARY WAGES	300.00	150.00	0.00	150.00	50.00
101-702-721.000	EMPLOYER'S FICA	85.00	44.81	0.00	40.19	52.72
101-702-722.000	EMPLOYER'S MEDICARE	20.00	10.48	0.00	9.52	52.40
101-702-780.000	POSTAGE - ZBA	100.00	89.88	0.00	10.12	89.88
101-702-901.000	PRINTING/PUBLISHING - Z.B.A.	200.00	0.00	0.00	200.00	0.00
Total Dept 702 - ZONING BOARD OF APPEALS		1,765.00	867.67	0.00	897.33	49.16
Dept 751 - TOWNSHIP PARK						
101-751-704.000	WAGES - PARK	7,200.00	3,600.00	0.00	3,600.00	50.00
101-751-721.000	EMPLOYER'S FICA	447.00	223.20	0.00	223.80	49.93
101-751-722.000	EMPLOYER'S MEDICARE	105.00	52.20	0.00	52.80	49.71
101-751-807.000	MACOMB ORCHARD TRAIL	7,000.00	0.00	0.00	7,000.00	0.00
101-751-860.000	MEMBERSHIPS/MILEAGE	200.00	168.99	0.00	31.01	84.50
101-751-920.000	UTILITIES - PARK	500.00	430.22	0.00	69.78	86.04
101-751-930.000	MAINTENANCE - PARK	12,000.00	8,058.89	0.00	3,941.11	67.16
101-751-971.000	PARK IMPROVEMENTS - NORTH AVE.	298,312.00	920.00	0.00	297,392.00	0.31

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 10/31/2023		ACTIVITY FOR MONTH 10/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE		% BDGT USED
			NORMAL	(ABNORMAL)		NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
Total Dept 751 - TOWNSHIP PARK		325,764.00	13,453.50		0.00	312,310.50		4.13
Dept 794 - SENIOR CENTER								
101-794-704.000	WAGES - SENIOR CENTER	18,000.00	8,634.60		0.00	9,365.40		47.97
101-794-721.000	EMPLOYER'S FICA	1,116.00	535.35		0.00	580.65		47.97
101-794-722.000	EMPLOYER'S MEDICARE	261.00	125.21		0.00	135.79		47.97
101-794-727.000	OFFICE SUPPLIES	1,500.00	137.76		0.00	1,362.24		9.18
101-794-780.000	POSTAGE - SENIORS	1,150.00	278.00		0.00	872.00		24.17
101-794-920.000	UTILITIES - SENIORS	3,400.00	1,294.54		0.00	2,105.46		38.07
101-794-920.001	INTERNET/PHONE/CABLE/ETC.	2,700.00	1,409.73		0.00	1,290.27		52.21
101-794-930.000	MAINTENANCE - SENIORS	27,500.00	31,349.87		0.00	(3,849.87)		114.00
101-794-955.000	BINGO/CRAFTS/PICNICS	5,000.00	550.22		0.00	4,449.78		11.00
101-794-958.000	EVENT TICKETS	10,000.00	600.00		0.00	9,400.00		6.00
Total Dept 794 - SENIOR CENTER		70,627.00	44,915.28		0.00	25,711.72		63.60
Dept 900 - CAPITAL OUTLAY								
101-900-975.003	OFFICE IMPROVEMENTS	4,000.00	0.00		0.00	4,000.00		0.00
101-900-980.007	CAPITAL OUTLAY	6,000.00	5,490.66		0.00	509.34		91.51
101-900-980.008	COMPUTER - MISC	1,500.00	0.00		0.00	1,500.00		0.00
101-900-980.013	SEWER - ENG/PERMITS	1,000.00	0.00		0.00	1,000.00		0.00
101-900-980.014	ENGINEER - ALT	1,000.00	0.00		0.00	1,000.00		0.00
101-900-980.110	BUILDING FUND	485,111.26	0.00		0.00	485,111.26		0.00
101-900-980.136	LAND PURCHASE	1.00	0.00		0.00	1.00		0.00
Total Dept 900 - CAPITAL OUTLAY		498,612.26	5,490.66		0.00	493,121.60		1.10
TOTAL EXPENDITURES		1,731,629.01	392,898.71		7,361.37	1,338,730.30		22.69
Fund 101 - GENERAL FUND:								
TOTAL REVENUES		858,697.25	304,585.71		0.00	554,111.54		35.47
TOTAL EXPENDITURES		1,731,629.01	392,898.71		7,361.37	1,338,730.30		22.69
NET OF REVENUES & EXPENDITURES		(872,931.76)	(88,313.00)		(7,361.37)	(784,618.76)		10.12

REVENUE AND EXPENDITURE REPORT FOR ARMADA TOWNSHIP
PERIOD ENDING 10/31/2023

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 10/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
Fund 206 - FIRE FUND						
Revenues						
Dept 000						
206-000-403.003	CURRENT TAX REVENUE-SAD	898,549.00	42,695.45	0.00	855,853.55	4.75
206-000-403.005	CURRENT TAX REVENUE - ALS	568,243.00	19,705.28	0.00	548,537.72	3.47
206-000-505.005	FY GRANT INCOME	254,250.00	0.00	0.00	254,250.00	0.00
206-000-528.000	COVID19 OTHER FEDERAL GRANTS - REVENUE	1.00	0.00	0.00	1.00	0.00
206-000-528.001	HAZARD PAY REIMBURSEMENT	1.00	0.00	0.00	1.00	0.00
206-000-626.006	FIRE CONTRACT - RICHMOND	1.00	0.00	0.00	1.00	0.00
206-000-626.008	OTHER REVENUE/COST RECOVERY	2,000.00	752.85	0.00	1,247.15	37.64
206-000-627.025	INSPECTIONS / SITE PLAN REVIEW	100.00	0.00	0.00	100.00	0.00
206-000-638.011	ALS TRANSPORT INCOME	275,000.00	145,955.98	0.00	129,044.02	53.07
206-000-664.000	INTEREST & DIVIDEND REVENUE	500.00	8,024.56	0.00	(7,524.56)	1,604.91
206-000-674.007	DONATIONS	1.00	150.00	0.00	(149.00)	15,000.0
206-000-676.000	15% HEALTH INS REIMB FULL TIME	19,455.00	6,737.52	0.00	12,717.48	34.63
206-000-676.009	FAIR/STANDBY FEES	18,000.00	16,461.76	0.00	1,538.24	91.45
206-000-676.022	CPR/AED TRAINING REIMBURSEMENT	100.00	3,645.00	0.00	(3,545.00)	3,645.00
206-000-687.000	REFUNDS	250.00	0.00	0.00	250.00	0.00
206-000-693.000	ASSET SALES	20,000.00	24,500.00	0.00	(4,500.00)	122.50
Total Dept 000		2,056,451.00	268,628.40	0.00	1,787,822.60	13.06
TOTAL REVENUES						
		2,056,451.00	268,628.40	0.00	1,787,822.60	13.06
Expenditures						
Dept 336 - FIRE OPERATING						
206-336-704.000	FIRE CHIEF SALARY	73,000.00	32,766.12	0.00	40,233.88	44.89
206-336-704.001	ASST FIRE CHIEF WAGES	1.00	0.00	0.00	1.00	0.00
206-336-704.002	ADMIN WAGES	3,600.00	1,938.44	138.46	1,661.56	53.85
206-336-704.003	FULL TIME WAGES	698,483.00	366,234.24	26,366.44	332,248.76	52.43
206-336-704.004	PART TIME WAGES	174,000.00	94,350.26	6,422.50	79,649.74	54.22
206-336-704.005	PAID ON CALL WAGES	20,000.00	4,940.00	240.00	15,060.00	24.70
206-336-704.008	OVERTIME	164,000.00	63,285.98	5,710.82	100,714.02	38.59
206-336-704.009	COVID19 EXPENSES/HAZARD PAY	1.00	0.00	0.00	1.00	0.00
206-336-704.010	COVID19 EXPENSES/PERSONNEL OVERTIME	1.00	0.00	0.00	1.00	0.00
206-336-704.011	FULL TIME FLSA OT WAGES	60,050.00	43,723.08	2,238.66	16,326.92	72.81
206-336-710.000	LIABILITY/WORK COMP INSURANCE	52,000.00	22,437.00	0.00	29,563.00	43.15
206-336-713.301	HOLIDAY PAY	38,400.00	38,400.00	0.00	0.00	100.00
206-336-720.001	UNIFORM ALLOWANCE EMS	13,500.00	9,494.50	0.00	4,005.50	70.33
206-336-721.000	EMPLOYER'S FICA - FIRE	74,840.00	40,460.01	2,577.14	34,379.99	54.06
206-336-722.000	EMPLOYER'S MEDICARE - FIRE	17,500.00	9,462.43	602.72	8,037.57	54.07
206-336-723.000	HEALTH INSURANCE	163,500.00	62,376.29	1,943.92	101,123.71	38.15
206-336-724.000	RETIREMENT - CHIEF	7,300.00	2,972.58	0.00	4,327.42	40.72
206-336-724.001	RETIREMENT-MERS	55,605.00	39,376.59	2,843.38	16,228.41	70.81
206-336-727.000	OFFICE SUPPLIES	5,000.00	2,065.13	0.00	2,934.87	41.30
206-336-742.000	STATION SUPPLIES	4,000.00	2,733.67	0.00	1,266.33	68.34
206-336-743.000	VEHICLE SUPPLIES	1,350.00	806.11	0.00	543.89	59.71
206-336-751.000	COVID19 EXPENSES/SUPPLIES	1.00	0.00	0.00	1.00	0.00
206-336-780.000	POSTAGE/SHIPPING CHARGES	500.00	28.40	0.00	471.60	5.68
206-336-797.000	FIRE & LIFE SAFETY DIVISION	7,500.00	3,098.88	0.00	4,401.12	41.32
206-336-797.001	EMS EXPENSES	13,000.00	7,955.88	0.00	5,044.12	61.20
206-336-798.000	FIREFIGHTING EQUIP/SUPPLIES	10,000.00	4,085.68	0.00	5,914.32	40.86
206-336-799.000	PERSONAL PROTECTIVE EQUIP	15,000.00	6,881.19	0.00	8,118.81	45.87
206-336-801.000	CONTRACTUAL SERVICES	25,000.00	17,158.86	0.00	7,841.14	68.64
206-336-803.000	AUDIT/ACCOUNTING	10,000.00	11,975.00	0.00	(1,975.00)	119.75
206-336-825.000	DISPATCHING/RADIO/FRMS	40,000.00	15,691.55	0.00	24,308.45	39.23

REVENUE AND EXPENDITURE REPORT FOR ARMADA TOWNSHIP
PERIOD ENDING 10/31/2023

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 10/31/2023 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2023 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDT USED
Fund 206 - FIRE FUND						
Expenditures						
206-336-830.000	EDUCATION/TRAINING	28,000.00	4,446.20	0.00	23,553.80	15.88
206-336-860.000	FUEL FIRE	20,000.00	8,591.35	0.00	11,408.65	42.96
206-336-920.000	UTILITIES	15,225.00	6,276.76	0.00	8,948.24	41.23
206-336-920.002	PHONES/INTERNET/MODEMS	8,000.00	4,506.00	0.00	3,494.00	56.33
206-336-930.001	EQUIP/ REPAIR/INSPECTIONS FIRE	10,950.00	3,871.95	0.00	7,078.05	35.36
206-336-930.002	EQUIP/ REPAIR/INSPECTIONS EMS	23,150.00	19,751.95	0.00	3,398.05	85.32
206-336-930.003	STATION & GROUNDS MAINT/REPAIRS FIRE	18,000.00	5,411.54	0.00	12,588.46	30.06
206-336-931.000	VEHICLE MAINT/INSPECTIONS EMS	23,000.00	23,565.81	0.00	(565.81)	102.46
206-336-955.000	COMMUNITY OUTREACH	2,000.00	1,229.91	835.85	770.09	61.50
206-336-955.001	REST AND REHAB	500.00	85.19	0.00	414.81	17.04
206-336-969.000	GRANT EXPENSES	1.00	0.00	0.00	1.00	0.00
206-336-970.000	CAPITAL OUTLAY	47,608.58	4,728.00	0.00	42,880.58	9.93
206-336-970.002	ASSET SALE EXPENSES	0.00	20.00	0.00	(20.00)	100.00
206-336-971.013	BUILDING REMODELING/UPDATES FIRE	10,000.00	0.00	0.00	10,000.00	0.00
206-336-991.001	AMBULANCE BANK LOAN	34,894.39	0.00	0.00	34,894.39	0.00
206-336-991.002	ENGINE - BANK LOANS	47,108.00	47,107.48	0.00	0.52	100.00
206-336-993.006	RR INTEREST BREAKOUT	20,882.03	5,372.88	0.00	15,509.15	25.73
Total Dept 336 - FIRE OPERATING		2,056,451.00	1,039,662.89	49,919.89	1,016,788.11	50.56
TOTAL EXPENDITURES						
		2,056,451.00	1,039,662.89	49,919.89	1,016,788.11	50.56
Fund 206 - FIRE FUND:						
TOTAL REVENUES		2,056,451.00	268,628.40	0.00	1,787,822.60	13.06
TOTAL EXPENDITURES		2,056,451.00	1,039,662.89	49,919.89	1,016,788.11	50.56
NET OF REVENUES & EXPENDITURES		0.00	(771,034.49)	(49,919.89)	771,034.49	100.00

INVOICE GL DISTRIBUTION REPORT FOR ARMADA TOWNSHIP
POST DATES 09/14/2023 - 10/11/2023
JOURNALIZED

GL Number	Invoice Line Desc	Vendor	PAID	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND						
Dept 171 SUPERVISOR	EDUCATION/TRAINING	CITI CARDS		ENFORCEMENT STRATEGIES - ONLINE MTA	25.00	28034
101-171-830.000	EDUCATION/TRAINING	CITI CARDS		MTA: PLANNING & ZONING RETREAT - OCT	415.00	28034
101-171-830.000		Total For Dept 171 SUPERVISOR			440.00	
Dept 215 CLERK						
101-215-830.000	EDUCATION/TRAINING	CITI CARDS		CLERK MASTERS ACADEMY: NOV 28-30	525.00	28033
101-215-830.000		Total For Dept 215 CLERK			525.00	
Dept 261 GENERAL GOVERNMENTAL						
101-261-803.000	AUDIT	REHMAN ROBSON		GASB 87, LEASES IMPLEMENTATION BILLIN	1,750.00	28031
101-261-901.000	LEGAL NOTICES/PUBLICATIONS- GOV	CITI CARDS		NATIONAL MINORITY UPDATE: AD FOR FIRE	195.00	28033
101-261-920.000	UTILITIES	SEMCO ENERGY-TWP. HALL		071423-081123	17.55	924
101-261-920.000	UTILITIES - HALL	DTE ENERGY - TWP HALL 91		080323-083123	129.33	932
101-261-920.001	INTERNET/PHONE/WEBSITE	CITI CARDS		GOTOMEETING 090823-100723	19.00	28033
101-261-920.001	INTERNET/PHONE/WEBSITE	COMCAST - HALL		091523-101423	463.46	929
101-261-920.001		Total For Dept 261 GENERAL GOVERNMENTAL			2,574.34	
Dept 262 ELECTIONS						
101-262-830.000	EDUCATION/TRAINING	CITI CARDS		MACC - ELECTIONS EDUCATION DAY: CLERK	163.99	28033
101-262-957.000	MEALS	CITI CARDS		MOUNTAIN TOWN STATION - EDU DAY MEAL	39.22	28033
101-262-957.000	MEALS	CITI CARDS		APPLEBEE'S - EDU DAY MEALS	36.80	28033
101-262-957.000		Total For Dept 262 ELECTIONS			240.01	
Dept 371 INSPECTIONS						
101-371-727.000	OFFICE SUPPLIES - INSPECTIONS	CITI CARDS		COPEIS FOR BUILDING FOIA	7.00	28033
101-371-727.000		Total For Dept 371 INSPECTIONS			7.00	
Dept 441 PUBLIC WORKS						
101-441-801.000	SIRENS/MAINTENANCE	DTE - 920015567661 -7167		072423-082423	38.65	926
101-441-801.000	SIRENS/MAINTENANCE	DTE 910004732582-75250 N		072623-082323	44.02	927
101-441-801.000	SIRENS/MAINTENANCE	DTE - 920015567687 -7511		072423-082423	38.65	928
101-441-801.000	SIRENS/MAINTENANCE	DTE SIREN 80967 NORTH AV		080323-083123	39.05	933
101-441-922.000	STREET LIGHTING - GOVT	DTE - STREET LIGHTS 9100		080123-083123	304.75	931
101-441-922.000		Total For Dept 441 PUBLIC WORKS			465.12	
Dept 794 SENIOR CENTER						
101-794-920.000	UTILITIES - SENIORS	SEMCO ENERGY - SENIOR CE		071423-081123	21.94	923
101-794-920.000	UTILITIES - SENIORS	DTE ENERGY - SENIOR 9100		072623-082323	105.33	925
101-794-920.000	UTILITIES - SENIORS	CITY OF RICHMOND		QUARTERLY WATER TESTING	20.00	28032
101-794-920.000	UTILITIES - OUTDOOR LIGHTS	DTE - SENIOR OUT 9100		080823-090623	25.34	930
101-794-958.000	EVENT TICKETS	A MOVABLE FEAST, INC.		DEPOSIT FOR 12.13.23 CHRISTMAS LUNCH	200.00	28030
101-794-958.000		Total For Dept 794 SENIOR CENTER			372.61	
101-794-958.000		Total For Fund 101 GENERAL FUND			4,624.08	
Fund 206 FIRE FUND						
Dept 336 FIRE OPERATING	HEALTH INSURANCE	THE HARTFORD FIRE INSURA		23-489 SEPTEMBER	235.05	722
206-336-723.000	HEALTH INSURANCE	ALLIANCE HEALTH & LIFE		23-498 OCTOBER MEDICAL	6,281.89	728
206-336-723.000	HEALTH INSURANCE	HUMANA		23-499 OCTOBER DENTAL COVERAGE	686.75	729
206-336-723.000	HEALTH INSURANCE	THE HARTFORD FIRE INSURA		23-519 OCTOBER DISABILITY	235.05	730
206-336-727.000	OFFICE SUPPLIES	ODP BUSINESS SOLUTIONS,		23-490 COPY PAPER/LABELS	135.86	18087
206-336-727.000	OFFICE SUPPLIES	RICOH USA, INC.		23-508 100723-110623	75.94	18096

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PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 206 FIRE FUND					
Dept 336 FIRE OPERATING					
206-336-742.000	STATION SUPPLIES	CARD SERVICE CENTER	23-493 AMAZON: FLAGS/OVEN MITTS	122.59	18084
206-336-742.000	STATION SUPPLIES	CARD SERVICE CENTER	23-495 AMAZON: BATTERIES/TAPE/SPRAY	134.42	18084
206-336-742.000	STATION SUPPLIES	SUPPLYDEN	23-408 CLEANERS/TISSUE/PAPER TOWELS	253.93	18089
206-336-797.000	FIRE & LIFE SAFETY DIVISION	ALERT-ALL CORPORATION	23-501 OPEN HOUSE - FIRE HATS	462.00	18081
206-336-797.000	FIRE & LIFE SAFETY DIVISION	CARD SERVICE CENTER	23-402 HOME DEPOT: PROPS FOR OPEN HO	424.30	18084
206-336-797.000	FIRE & LIFE SAFETY DIVISION	CARD SERVICE CENTER	23-497 NFPA MEMBERSHIP	175.00	18084
206-336-797.000	FIRE & LIFE SAFETY DIVISION	FOREMOST PROMOTIONS	23-503 OPEN HOUSE: JR FF BADGE/CRAYO	892.68	18085
206-336-797.000	FIRE & LIFE SAFETY DIVISION	KATIE LESOSKY	23-502 OPEN HOUSE SUPPLIES	106.39	18086
206-336-797.001	EMS EXPENSES	MI DEPT OF PUBLIC HEALTH	23-488 AMBULANCE ASSESSMENT	366.02	18079
206-336-798.000	FIREFIGHTING EQUIP/SUPPLIES	CARD SERVICE CENTER	23-496 SAV-A-JAK INTERNATIONAL INC.	91.70	18084
206-336-801.000	CONTRACTUAL SERVICES	ARBOR PROFESSIONAL SOLUT	23-504 COLLECTIONS	44.00	18083
206-336-803.000	AUDIT	REHMAN ROBSON	23-500 GASB 87 LEASES IMPLEMENTATION	1,750.00	18088
206-336-830.000	EDUCATION/TRAINING	MACOMB COUNTY FIRE CHIEF	23-507 MEMBERSHIP 060123-053123	150.00	18095
206-336-860.000	FUEL	WEX BANK	23-485 FUEL	431.24	18080
206-336-920.000	UTILITIES	SEMCO ENERGY FIRE - 0344	23-460 071423-081123	81.44	723
206-336-920.000	UTILITIES	SEMCO ENERGY - FIRE 003	23-459 071423-081123	120.68	724
206-336-920.000	UTILITIES	DTE - FIRE 9100 017 03	23-464 072623-082323	564.17	725
206-336-920.000	UTILITIES	DTE - FIRE 910001701762	23-463 072523-082223	217.76	726
206-336-920.002	INTERNET/PHONE	COMCAST - FIRE	23-487 091523-101423	343.15	727
206-336-930.003	STATION & GROUNDS MAINT/REPAIRS	CARD SERVICE CENTER	23-404 AMAZON: VACUUM BELT	6.56	18084
206-336-930.003	STATION & GROUNDS MAINT/REPAIRS	VILLAGE OF ARMADA WATER	23-505 EMS - GENERATOR MAINTENANCE	535.72	18090
206-336-930.003	STATION & GROUNDS MAINT/REPAIRS	VILLAGE OF ARMADA WATER	FIRE STATION - GENERATOR MAINTENANCE	535.72	18090
206-336-931.000	VEHICLE MAINT/INSPECTIONS	APOLLO FIRE APPARATUS SA	23-489 ENGINE 2 REPAIRS	1,413.41	18094
206-336-931.000	VEHICLE MAINT/INSPECTIONS	APOLLO FIRE APPARATUS SA	23-491 ENGINE 2	285.79	18082
206-336-955.000	COMMUNITY OUTREACH	AN AFFAIR TO REMEMBER	23-526 - CLOWN OPEN HOUSE	250.00	18102
206-336-955.000	COMMUNITY OUTREACH	JUNE VANPOPPLEEN	23-527 FACE PAINTING - OPEN HOUSE	250.00	18103
206-336-955.000	COMMUNITY OUTREACH	ROMEO PARTY RENTAL	23-528 BOUNCE/SLIDE FOR OPEN HOUSE	335.85	18104
Total For Dept 336 FIRE OPERATING				17,995.06	
Total For Fund 206 FIRE FUND				17,995.06	
Fund 701 TRUST & AGENCY FUND					
Dept 000					
701-000-265.000	BFG22045 - PB220052	ARMADA TOWNSHIP	BD Bond Refund	50.00	3336
701-000-265.000	BFG22045 - PB220052	C & L Ward Homes, Inc.	BD Bond Refund	200.00	3337
Total For Dept 000				250.00	
Total For Fund 701 TRUST & AGENCY FUND				250.00	

INVOICE GL DISTRIBUTION REPORT FOR ARMADA TOWNSHIP
POST DATES 09/14/2023 - 10/11/2023
JOURNALIZED
PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
			Fund 101 GENERAL FUND	4,624.08	
			Fund 206 FIRE FUND	17,995.06	
			Fund 701 TRUST & AGENC	250.00	
			Total For All Funds:	22,869.14	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 257 ASSESSING					
101-257-704.000	WAGES - ASSESSING	SANILAC APPRAISERS, INC.	SEPT 15-OCT 14 - BASIC ASSESSING	3,600.00	
101-257-704.000	WAGES - ASSESSING	SANILAC APPRAISERS, INC.	OCT BASIC MONTHLY	100.00	
101-257-801.000	LAND DIVISION	SANILAC APPRAISERS, INC.	SEPT DIVISIONS - VANHOUTE/LAETHEM/CHE	100.00	
101-257-830.000	EDUCATION/TRAINING	MICHIGAN DEPARTMENT OF T	MICHIGAN ADVANCED ASSESSING OFFICER C	250.00	
		Total For Dept 257 ASSESSING		4,050.00	
Dept 261 GENERAL GOVERNMENTAL					
101-261-719.000	LIFE INSURANCE - GOVERNMENTAL	MEDMUTUAL LIFE	110123-020123	478.20	
101-261-727.000	OFFICE SUPPLIES - GOVT	ACTION WATER TREATMENT &	DRINKING WATER	32.50	
101-261-727.000	OFFICE SUPPLIES - GOVT	ODP BUSINESS SOLUTIONS,	INK PAD	9.67	
101-261-727.000	OFFICE SUPPLIES - GOVT	ODP BUSINESS SOLUTIONS,	CHARPIE/COFFEE/VOID STAMP/HOT CHOC	119.70	
101-261-802.004	ZONING ORDINANCE UPDATE	WADE TRIM	SERVICES THRU 9/1/23 -	1,155.00	
101-261-811.000	IT SUPPORT-SERVICE CONTRACT	SOLVIT, INC.	SEPTEMBER	1,778.29	
101-261-860.000	MTA MEMBERSHIP/MILEAGE	MARY SWIACKI	COPIES FOR BUILDING FOIA	10.48	
101-261-901.000	LEGAL NOTICES/PUBLICATIONS- GOV	THE RECORD	8.24.23 MTG SYNOPSIS	59.00	
101-261-901.000	LEGAL NOTICES/PUBLICATIONS- GOV	THE RECORD	9.6.23 MTG SYNOPSIS	59.00	
101-261-901.000	LEGAL NOTICES/PUBLICATIONS- GOV	THE RECORD	9.13.23 MTG SYNOPSIS	59.00	
		Total For Dept 261 GENERAL GOVERNMENTAL		3,760.84	
Dept 265 BUILDING & GROUNDS					
101-265-821.000	SNOW & GRASS SERVICES	DALIA'S, INC.	090123 POCKET PARK	20.00	
101-265-930.000	HALL REPAIR ITEMS & CLEANING	GOOD & CLEAN JANITORIAL	SEPTEMBER SERVICES	132.00	
		Total For Dept 265 BUILDING & GROUNDS		152.00	
Dept 266 ATTORNEY					
101-266-815.000	MISC MATTERS - ATTORNEY	SEIBERT AND DLOSKI, PLLC	090523-092923	1,320.00	
101-266-815.000	MISC MATTERS - ATTORNEY	SEIBERT AND DLOSKI, PLLC	TRAFFIC/ORDINANCE ENFORCEMENT	120.00	
		Total For Dept 266 ATTORNEY		1,440.00	
Dept 371 INSPECTIONS					
101-371-860.000	MEMBERSHIPS/MILEAGE	MEL MCNUITT	091423-092823	41.92	
101-371-964.000	REFUNDS	NEWKIRK ELECTRIC ASSOCIA	PE230014 - REFUND	90.00	
		Total For Dept 371 INSPECTIONS		131.92	
Dept 441 PUBLIC WORKS					
101-441-922.000	STREET LIGHTING - GOVT	MACOMB COUNTY DEPT. OF R	THRU 8/31/23	15.29	
		Total For Dept 441 PUBLIC WORKS		15.29	
Dept 447 ENGINEERS					
101-447-819.000	SPALDING, DEDECKER & ASSOCIATES	SPALDING DEDECKER ASSOCI	SENIOR CENTER ENTRANCE	1,740.00	
		Total For Dept 447 ENGINEERS		1,740.00	
Dept 528 TRANSFER SITE					
101-528-809.000	TRANSFER SITE MONTHLY EXP	GFL ENVIRONMENTAL USA IN	OCTOBER SERVICES	5,755.38	
		Total For Dept 528 TRANSFER SITE		5,755.38	
Dept 567 TOWNSHIP CEMETERY					
101-567-930.000	MAINTENANCE - CEMETERY	DALIA'S, INC.	090923-092823 HADLEY	111.00	
101-567-930.000	MAINTENANCE - CEMETERY	DALIA'S, INC.	090723-092823 ROSE HILL	111.00	
		Total For Dept 567 TOWNSHIP CEMETERY		222.00	
Dept 751 TOWNSHIP PARK					
101-751-920.000	UTILITIES - PARK	CITY OF RICHMOND	PARK WATER TEST	20.00	
101-751-930.000	MAINTENANCE - PARK	PRIORITY WASTE, LLC	SEPTEMBER SERVICES	90.93	

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 751 TOWNSHIP PARK					
101-751-930.000	MAINTENANCE - PARK	GOOD & CLEAN JANITORIAL DALIA'S, INC.	SEPTEMBER SERVICES - PARK 090523-092523	80.00	
101-751-930.000	MAINTENANCE - PARK			621.00	
		Total For Dept 751 TOWNSHIP PARK		811.93	
Dept 794 SENIOR CENTER					
101-794-930.000	MAINTENANCE - SENIORS	GOOD & CLEAN JANITORIAL DALIA'S, INC.	SEPTEMBER SERVICES 090523-092523	77.00	
101-794-930.000	MAINTENANCE - SENIORS			135.00	
101-794-958.000	EVENT TICKETS	GENETTI'S HOLE-IN-THE-WA	DEC 7, 2023 - TRIPGENETTI'S ITALIAN D	1,470.00	
		Total For Dept 794 SENIOR CENTER		1,682.00	
		Total For Fund 101 GENERAL FUND		19,761.36	
Fund 206 FIRE FUND					
Dept 336 FIRE OPERATING					
206-336-723.000	HEALTH INSURANCE	MEDMUTUAL LIFE	23-516 110123-010224	109.44	
206-336-743.000	VEHICLE SUPPLIES			276.50	
206-336-797.000	FIRE & LIFE SAFETY DIVISION	VESCO OIL CORPORATION	23-483 WAX/CAR BRITE	248.08	
206-336-797.001	EMS EXPENSES	SUPPLYDEN	23-520 CLEANERS/TISSUE/TOWELS/OPEN H	80.31	
206-336-801.000	CONTRACTUAL SERVICES	LINDE GAS & EQUIPMENT IN	23-511	1,224.15	
206-336-860.000	FUEL	ACCUMED GROUP	23-513 SEPTEMBER COLLECTIONS	189.35	
206-336-930.001	FIRE EQUIP/ REPAIRS/INSPECTIONS	WEX BANK	23-525 FUEL	1,635.00	
206-336-930.001	FIRE EQUIP/ REPAIRS/INSPECTIONS	MACQUEEN EMERGENCY	23-515 SCBA FLOW TEST	670.00	
206-336-930.003	STATION & GROUNDS MAINT/REPAIRS	NATIONAL HOSE TESTING SU	23-514 2023 GROUND LADDER TESTING / I	493.20	
206-336-930.003	STATION & GROUNDS MAINT/REPAIRS	GREAT LAKES SERVICES	23-518 CARPET CLEANING BOTH BUILDING	90.93	
206-336-931.000	VEHICLE MAINT/INSPECTIONS	PRIORITY WASTE, LLC	23-517 SEPTEMBER SERVICES	53.50	
		APOLLO FIRE APPARATUS SA	23-509 ENGINE 2 ENGINE LIGHT ON		
		Total For Dept 336 FIRE OPERATING		5,070.46	
		Total For Fund 206 FIRE FUND		5,070.46	

INVOICE GL DISTRIBUTION REPORT FOR ARMADA TOWNSHIP
POST DATES 09/14/2023 - 10/11/2023
UNJOURNALIZED

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund Totals:					
			Fund 101 GENERAL FUND	19,761.36	
			Fund 206 FIRE FUND	5,070.46	
			Total For All Funds:	24,831.82	

GL Number	Employee ID	Home Dept	Name	Reg Amount	OT Amount	Total Amount
Fund: 101	GENERAL FUND					
Department: 101-101	GOVERNING BODY					
101-101-704.000	010	GEN	GOETZINGER, JAMES M.	710.30	0.00	710.30
101-101-704.000	137	GEN	JOB, MONICA	710.30	0.00	710.30
Totals For: 101-101				1,420.60	0.00	1,420.60
Department: 101-171	SUPERVISOR					
101-171-704.000	026	GEN	PATEREK, JOHN W.	2,255.08	0.00	2,255.08
101-171-723.000	026	GEN	PATEREK, JOHN W.	323.06	0.00	323.06
Totals For: 101-171				2,578.14	0.00	2,578.14
Department: 101-215	CLERK					
101-215-704.000	031	GEN	SWIACKI, MARY K	2,665.22	0.00	2,665.22
101-215-705.000	061	GEN	BOYD, DAWN M	1,371.37	0.00	1,371.37
101-215-723.000	031	GEN	SWIACKI, MARY K	323.06	0.00	323.06
Totals For: 101-215				4,359.65	0.00	4,359.65
Department: 101-253	TREASURER					
101-253-704.000	111	GEN	MURRAY, SARA L.	2,476.28	0.00	2,476.28
101-253-723.000	111	GEN	MURRAY, SARA L.	323.06	0.00	323.06
Totals For: 101-253				2,799.34	0.00	2,799.34
Department: 101-265	BUILDING & GROUNDS					
101-265-704.000	146	GEN	PEITZ, JOHN	780.00	0.00	780.00
Totals For: 101-265				780.00	0.00	780.00
Department: 101-301	ORDINANCE ENFORCEMENT					
101-301-711.000	004	GEN	CUBITT, ANDREW E.	214.84	0.00	214.84
Totals For: 101-301				214.84	0.00	214.84
Department: 101-371	INSPECTIONS					
101-371-704.000	022	GEN	McNUTT, MEL A	3,865.00	0.00	3,865.00
101-371-706.000	006	GEN	DILLON, TIMOTHY L	1,854.34	0.00	1,854.34
101-371-707.000	013	GEN	ISREAL, TIMOTHY P.	188.60	0.00	188.60
101-371-707.000	027	GEN	RYAN, KARL G.	1,577.36	0.00	1,577.36
101-371-708.000	027	GEN	RYAN, KARL G.	1,016.90	0.00	1,016.90
101-371-709.000	123	GEN	MARTIN, CHRISTINE	2,392.00	0.00	2,392.00
Totals For: 101-371				10,894.20	0.00	10,894.20
Department: 101-701	PLANNING COMMISSION					
101-701-704.000	001	GEN	ABERCROMBIE, BETH A.	77.77	0.00	77.77
101-701-704.000	136	GEN	ARNOLD, STEPHEN	77.77	0.00	77.77
101-701-704.000	117	GEN	FINN, MAUREEN	77.77	0.00	77.77
101-701-704.000	014	GEN	JABARA, JOSEPH G	77.77	0.00	77.77
101-701-704.000	015	GEN	KEHRIG, DONALD H	93.98	0.00	93.98
101-701-704.000	143	GEN	KUTCHEY, JOSEPH	77.77	0.00	77.77
101-701-704.000	111	GEN	MURRAY, SARA L.	77.77	0.00	77.77
101-701-714.000	123	GEN	MARTIN, CHRISTINE	75.00	0.00	75.00

GL Number	Employee ID	Home Dept	Name	Reg Amount	OT Amount	Total Amount
Totals For: 101-701				635.60	0.00	635.60
Department: 101-702	ZONING BOARD OF APPEALS					
101-702-704.000	010	GEN	GOETZINGER, JAMES M.	54.01	0.00	54.01
101-702-704.000	012	GEN	HICKS, GAIL P	70.21	0.00	70.21
101-702-704.000	015	GEN	KEHRIG, DONALD H	54.01	0.00	54.01
101-702-704.000	135	GEN	MOEGLE, JAMES	54.01	0.00	54.01
101-702-704.000	035	GEN	XAGORARIS, DIANE E	54.01	0.00	54.01
Totals For: 101-702				286.25	0.00	286.25
Department: 101-751	TOWNSHIP PARK					
101-751-704.000	009	GEN	GOEDEL, GARY J.	1,200.00	0.00	1,200.00
Totals For: 101-751				1,200.00	0.00	1,200.00
Department: 101-794	SENIOR CENTER					
101-794-704.000	086	GEN	PEITZ, DONNA M.	3,159.00	0.00	3,159.00
Totals For: 101-794				3,159.00	0.00	3,159.00
Totals For: 101				28,327.62	0.00	28,327.62
Fund: 206	FIRE FUND					
Department: 206-336	FIRE OPERATING					
206-336-704.002	058	FIRE	SWIACKI, MARY K.	276.92	0.00	276.92
206-336-704.003	134	FIRE	FELTON, JOSEPH A.	3,597.64	0.00	3,597.64
206-336-704.003	110	FIRE	FRANCESCHI, ERIC M	4,273.92	0.00	4,273.92
206-336-704.003	107	FIRE	HANNA, MATTHEW B	4,723.36	0.00	4,723.36
206-336-704.003	108	FIRE	HEATH, BRANDON E	4,273.92	0.00	4,273.92
206-336-704.003	043	FIRE	KANEHL, KEVIN T.	5,261.84	0.00	5,261.84
206-336-704.003	083	FIRE	KENNEDY, KURTIS M.	3,824.48	0.00	3,824.48
206-336-704.003	045	FIRE	KUHN, THOMAS J.	5,261.84	0.00	5,261.84
206-336-704.003	124	FIRE	LESOSKY, KATIE	3,597.64	0.00	3,597.64
206-336-704.003	072	FIRE	MYNY, COLLIN J.	4,619.48	0.00	4,619.48
206-336-704.003	109	FIRE	PELLERITO, JOSEPH R	4,273.92	0.00	4,273.92
206-336-704.003	055	FIRE	PFEIFLE, ANDREW J.	5,261.84	0.00	5,261.84
206-336-704.003	140	FIRE	WESSEL, JEFFREY	3,597.64	0.00	3,597.64
206-336-704.004	103	FIRE	BOLING, JUSTIN W	2,450.00	288.75	2,738.75
206-336-704.004	074	FIRE	FINKBEINER, CHAD R.	297.50	0.00	297.50
206-336-704.004	130	FIRE	HANNA, ANDREW	542.50	0.00	542.50
206-336-704.004	138	FIRE	LINKIEWITZ, JOSHUA	1,540.00	616.88	2,156.88
206-336-704.004	121	FIRE	MCCOLLOM, DONNA	787.50	0.00	787.50
206-336-704.004	116	FIRE	MELTZER, BRETT	787.50	0.00	787.50
206-336-704.004	126	FIRE	MOSS, BENJAMIN	2,108.75	0.00	2,108.75
206-336-704.004	052	FIRE	MSAL, JOHN H.	210.00	0.00	210.00
206-336-704.004	128	FIRE	NAGY, JOSHUA	630.00	0.00	630.00
206-336-704.004	106	FIRE	OFFNER, MATTHEW	2,231.25	393.75	2,625.00
206-336-704.004	145	FIRE	SHAFFER, DOUGLAS	1,373.75	0.00	1,373.75
206-336-704.004	132	FIRE	TOTH, RYAN	2,292.50	800.63	3,093.13
206-336-704.004	059	FIRE	WALKOWSKI, NICHOLAS	210.00	0.00	210.00
206-336-704.005	103	FIRE	BOLING, JUSTIN W	90.00	0.00	90.00
206-336-704.005	074	FIRE	FINKBEINER, CHAD R.	160.00	0.00	160.00
206-336-704.005	138	FIRE	LINKIEWITZ, JOSHUA	70.00	0.00	70.00
206-336-704.005	121	FIRE	MCCOLLOM, DONNA	110.00	0.00	110.00

Salaries By GL Fund-Dept Report
For Check Dates 09/01/2023 TO 09/30/2023

GL Number	Employee ID	Home Dept	Name	Reg Amount	OT Amount	Total Amount
206-336-704.005	126	FIRE	MOSS, BENJAMIN	90.00	0.00	90.00
206-336-704.005	052	FIRE	MSAL, JOHN H.	70.00	0.00	70.00
206-336-704.005	106	FIRE	OFFNER, MATTHEW	230.00	0.00	230.00
206-336-704.005	145	FIRE	SHAFFER, DOUGLAS	110.00	0.00	110.00
206-336-704.005	132	FIRE	TOTH, RYAN	170.00	0.00	170.00
206-336-704.005	059	FIRE	WALKOWSKI, NICHOLAS	530.00	0.00	530.00
206-336-704.008	134	FIRE	FELTON, JOSEPH A.	0.00	534.56	534.56
206-336-704.008	110	FIRE	FRANCESCHI, ERIC M	0.00	1,708.56	1,708.56
206-336-704.008	107	FIRE	HANNA, MATTHEW B	0.00	1,353.51	1,353.51
206-336-704.008	108	FIRE	HEATH, BRANDON E	0.00	423.36	423.36
206-336-704.008	043	FIRE	KANEHL, KEVIN T.	0.00	1,098.29	1,098.29
206-336-704.008	083	FIRE	KENNEDY, KURTIS M.	0.00	3,409.56	3,409.56
206-336-704.008	045	FIRE	KUHN, THOMAS J.	0.00	1,563.66	1,563.66
206-336-704.008	124	FIRE	LESOSKY, KATIE	0.00	1,336.39	1,336.39
206-336-704.008	072	FIRE	MYNY, COLLIN J.	0.00	3,709.75	3,709.75
206-336-704.008	109	FIRE	PELLERITO, JOSEPH R	0.00	3,205.44	3,205.44
206-336-704.008	055	FIRE	PFEIFLE, ANDREW J.	0.00	2,159.35	2,159.35
206-336-704.008	140	FIRE	WESSEL, JEFFREY	0.00	1,565.48	1,565.48
206-336-704.011	134	FIRE	FELTON, JOSEPH A.	0.00	305.46	305.46
206-336-704.011	110	FIRE	FRANCESCHI, ERIC M	0.00	362.88	362.88
206-336-704.011	107	FIRE	HANNA, MATTHEW B	0.00	401.04	401.04
206-336-704.011	108	FIRE	HEATH, BRANDON E	0.00	362.88	362.88
206-336-704.011	043	FIRE	KANEHL, KEVIN T.	0.00	446.76	446.76
206-336-704.011	083	FIRE	KENNEDY, KURTIS M.	0.00	324.72	324.72
206-336-704.011	045	FIRE	KUHN, THOMAS J.	0.00	446.76	446.76
206-336-704.011	124	FIRE	LESOSKY, KATIE	0.00	305.46	305.46
206-336-704.011	072	FIRE	MYNY, COLLIN J.	0.00	392.22	392.22
206-336-704.011	109	FIRE	PELLERITO, JOSEPH R	0.00	362.88	362.88
206-336-704.011	055	FIRE	PFEIFLE, ANDREW J.	0.00	446.76	446.76
206-336-704.011	140	FIRE	WESSEL, JEFFREY	0.00	305.46	305.46
206-336-723.000	134	FIRE	FELTON, JOSEPH A.	300.00	0.00	300.00
206-336-723.000	107	FIRE	HANNA, MATTHEW B	300.00	0.00	300.00
206-336-723.000	108	FIRE	HEATH, BRANDON E	300.00	0.00	300.00
Totals For: 206-336				70,835.69	28,631.20	99,466.89
Totals For: 206				70,835.69	28,631.20	99,466.89
Grand Totals				99,163.31	28,631.20	127,794.51

10/03/2023 11:16 AM
User: CLERK
DB: Armada Twp

CHECK REGISTER FOR ARMADA TOWNSHIP
CHECK DATE FROM 09/14/2023 - 10/11/2023

Page: 1/1

Check Date	Bank	Check	Vendor Name	Amount
Bank TAX TAX FUND CHECKING				
09/19/2023	TAX	3352	ARMADA AREA SCHOOLS	1,600,793.51
09/19/2023	TAX	3353	ROMEO COMMUNITY SCHOOLS	234,297.96
09/19/2023	TAX	3354	MACOMB COUNTY TREASURER	1,441,967.78
09/19/2023	TAX	3355	MACOMB INTERMEDIATE SCHOOL DISTRICT	1,130,499.16
09/19/2023	TAX	3356	MACOMB COMMUNITY COLLEGE	342,916.81
09/19/2023	TAX	3357	MACOMB COUNTY TREASURER	1,052,369.93
09/19/2023	TAX	3358	JULIA DAVIS	131.43
09/19/2023	TAX	3359	LIZA LUCAJ	468.29
10/03/2023	TAX	3360	ARMADA AREA SCHOOLS	26,538.91
10/03/2023	TAX	3361	ROMEO COMMUNITY SCHOOLS	2,934.80
10/03/2023	TAX	3362	MACOMB COUNTY TREASURER	32,850.13
10/03/2023	TAX	3363	MACOMB INTERMEDIATE SCHOOL DISTRICT	25,220.13
10/03/2023	TAX	3364	MACOMB COMMUNITY COLLEGE	7,555.63
10/03/2023	TAX	3365	MACOMB COUNTY TREASURER	23,307.86
10/03/2023	TAX	3366	ARMADA TOWNSHIP	320.68

TAX TOTALS:

Total of 15 Checks:	5,922,173.01
Less 0 Void Checks:	0.00
Total of 15 Disbursements:	5,922,173.01

DEPARTMENT REPORTS

Armada Township Fire Department

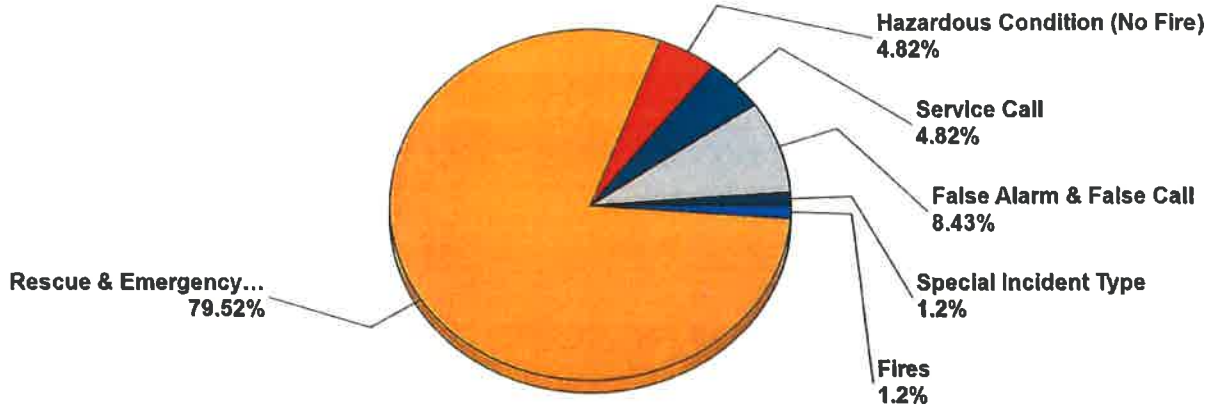
Armada, MI

This report was generated on 10/4/2023 4:25:24 PM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 09/01/2023 | End Date: 09/30/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	1	1.2%
Rescue & Emergency Medical Service	66	79.52%
Hazardous Condition (No Fire)	4	4.82%
Service Call	4	4.82%
False Alarm & False Call	7	8.43%
Special Incident Type	1	1.2%
TOTAL	83	100%

Approved

Armada Twp Fire Chief

Date 10-4-23

Signature [Signature]

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



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Doc Id: 553

Page # 1 of 2

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	1.2%
300 - Rescue, EMS incident, other	2	2.41%
321 - EMS call, excluding vehicle accident with injury	51	61.45%
322 - Motor vehicle accident with injuries	3	3.61%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	1.2%
324 - Motor vehicle accident with no injuries.	4	4.82%
381 - Rescue or EMS standby	5	6.02%
400 - Hazardous condition, other	2	2.41%
424 - Carbon monoxide incident	1	1.2%
442 - Overheated motor	1	1.2%
500 - Service Call, other	4	4.82%
700 - False alarm or false call, other	4	4.82%
735 - Alarm system sounded due to malfunction	1	1.2%
744 - Detector activation, no fire - unintentional	2	2.41%
900 - Special type of incident, other	1	1.2%
TOTAL INCIDENTS:	83	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



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Doc Id: 553

Page # 2 of 2

Armada Township Fire Department

Armada, MI

This report was generated on 10/4/2023 4:26:36 PM



Incident Statistics

Zone(s): All Zones | Start Date: 09/01/2023 | End Date: 09/30/2023

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		66	
FIRE		17	
TOTAL		83	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
424 - Carbon monoxide incident		1	
TOTAL		1	
MUTUAL AID			
Aid Type		Total	
Aid Given		2	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
21		25.3	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 1	0:05:06	0:07:42	
AVERAGE FOR ALL CALLS		0:05:26	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 1	0:01:30	0:02:12	
AVERAGE FOR ALL CALLS		0:01:29	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Armada Township Fire Department		30:25	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

Armada Township Fire Department

Armada, MI

This report was generated on 10/4/2023 4:28:02 PM



Average Response Time for Zone for Date Range

Zone: All Zones | Start Date: 09/01/2023 | End Date: 09/30/2023

ZONE TITLE	AVERAGE RESPONSE TIME IN MINUTES (DISPATCH TO ARRIVED)
MA - Mutual/Auto Aid	14.00
SW - Southwest	10.45
NW - Northwest	6.63
SE - Southeast	4.88
AV - Village of Armada	3.91
NE - Northeast	3.20

Only REVIEWED incidents included This report shows the time in decimal format. Excludes "Cancelled" apparatus.



emergencyreporting.com
Doc Id: 38
Page # 1 of 1

Planning Commission
Report
October 4, 2023

Members Present: Chair DJ Kehrig, Maureen Finn, Beth Abercrombie, Steve Arnold, Joe Jabara, Joe Kutchey, Liaison Sara Murray
Also Present: Planner Brigitte Smith, Recording Secretary Cris Martin

Meeting began promptly at 7pm.

During public comment, a property owner on Hicks had a question pertaining to a current Ordinance Violation letter received by his son. He gave an update as to the reason for the violation, and that he was told that the Building Inspector knew about the circumstances and was working with his son. He was informed that the matter will be addressed by the Ordinance Enforcement and the Board of Trustees. He also asked some questions regarding another of his parcels that his daughter wants to build on. Although she hasn't started the building process yet, she wants to build what is often referred to as a "barndominium". He offered the information that her reasons for wanting that are due in part to the aesthetics are pleasing, as well as being more affordable. Chair Kehrig thanked him for his questions and advised him that while the township doesn't currently have an ordinance addressing barndominium's, it is something worth discussion as a commission, as it reflects the community's thoughts on affordable housing in the township.

Chair Kehrig read the reports and correspondence regarding Project Status Report, Macomb County Public Works, and also the question that Trustee Goetzinger requested that I ask the Commission about regarding what, if any, authority the PC has in relation to 34 Mile/Romeo Plank/Blake's. Since the Blake's property is zoned residential, according to Section 2.02 and 2.40 (Access across Residential Property and Nonresidential Driveways) a special land use approval is needed. Upon finding this ordinance in writing, Blake's has been advised of this, and subsequently a meeting between Blake's, Supervisor Paterek, Planning Secretary Cris Martin, Chair Kehrig, and the County Road Commission has been scheduled for next week.

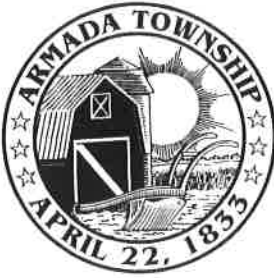
During Unfinished Business, Laethem Development Site Plan Review was discussed and the items that our Engineers would like to see addressed. Laethem Development has been working with Fire Marshall Kanehl on fire suppression concerns, and the possibility of bringing the water main down to the development may actually be less expensive for Laethem with regard to fire suppression. Laethem is working with both engineers & a meeting of all parties will be scheduled. Planning Commission approved the site plans contingent on addressing the engineers comments. More to come.

PC Projects: Master Plan Discussion

We discussed our "Vision Statement" at length. A lot of great discussion, ideas, etc., and we've got a tentative "statement" to mull over until the next meeting before we either make some changes or approve.

We also discussed at length the Draft of the "Comprehensive Land Use Plan", otherwise known as the Master Plan. This discussion was basically going through it and noting all of the typos, and parcel and road descriptions that either were in error or we had questions about (road classification maps, park & trail names, etc)

Meeting adjourned at 9:15 pm



Armada Township

Planning Commission

23121 E. Main Street, P.O. Box 578

Armada, Michigan 48005

Telephone: (586) 784-5200 Facsimile: (586)784-5211

Project Status Report for September 2023

COMMUNITY PROJECTS

Blake's Traffic Study / Landscaping - 17985 Armada Center Rd

9/23: Supervisor Paterek talked with representatives from the County Road Commission and County Executive's office regarding lights and Romeo Plank egress. **Waiting for response. No update on new meeting with Blake's.** 7/23: Blake's held a meeting on July 12 to discuss options to present back to the county. Synopsis in September packet. 6/23: John Paul Rea, Macomb County Deputy County Executive responded that engineering design and cost considerations were provided to Blake's, but no further progress has been made. 5/23: Emails sent to Blakes and John Paul Rea, Macomb County Deputy County Executive for update, no responses at this time. 12/22: Traffic study was reviewed at April 2022 Meeting. Chair Kehrig reported on a Macomb County meeting regarding road funding options at the June 2022 meeting.

Larry's Parking Lot – (72727) North Ave

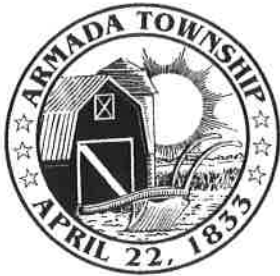
No Update 3/23: The applicant is still working with Macomb County to get Soil/Erosion permit then will complete purchase and we can finalize rezoning. 2/23: Planner reviewed the updated site plan and approved with one additional minor update on 2/27/23. 1/23: Planning commission approved site plan contingent on minor updates at the December 2022 meeting. 12/22: Planner's findings and recommendations on the site plan were reviewed at the November 2022 meeting, and the commission discussed. 11/22: Rezoning was approved at the September 2022 meeting. Site plan was submitted for review on September 22, 2022.

Henshaw Inc – 70710 Powell Rd

6/23: Building work is ongoing. 5/23: Engineering review completed: Inspection escrow has been submitted. 4/23: Engineering review is in progress. Building permit has been issued. 3/23: Updated site plan sent to engineering for review with development cost of construction for Escrow amount on 3/23/23. 2/23: Planning commission approved site plan contingent on minor updates at the January 2023 meeting. 12/22: Henshaw submitted a request for a setback variance hearing with the ZBA, which was held on November 18, 2022, and the variance was granted. Pre-planning meeting was held with the planner on Monday, September 19, 2022.

Trillium Farm Wedding Barn – 16191 32 Mile Rd

No Update: 4/23: Architect met with Building Inspector and Fire Marshal on April 12 and is now working on updates to the site plan before presentation to the Planning Commission. 3/23: Architect representing Trillium Farm reached out on 3/29/23 requesting to speak with the building inspector to confirm understanding of building codes prior to completion of a site plan for review.



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12/22: Owner had a discussion with the Fire Marshal. As of November 17, 2022, she is working through the steps he recommended before submitting her site plan. Pre-planning meeting was held in November 2021. Owner reached out to planning in October 2022 to restart project. Owner attended November 2022 meeting and was provided with guidance on next steps.

BooBoo's Boneyard, LLC Dog Daycare and Boarding – 21500 Bordman Rd

9/23: Appellant's brief on appeal is due Sep 26, and Township's is due on Oct 17, 2023.

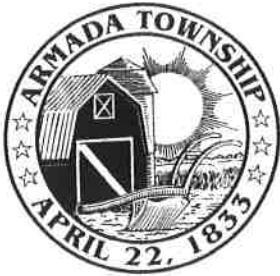
After that oral arguments will be set and a decision issued by Judge Toia. 8/23: The applicant filed a case in Circuit court to appeal ZBA denial. A response has been filed on the Township's behalf. 7/23: The applicant requested to be added to the August Planning Commission agenda to discuss possible changes to the Zoning Ordinance for kennels, but notified on July 21 that they will not be ready for the August meeting. 6/23: The ZBA denied variances requested at the June 20, 2023, meeting. 5/23: Applicant has submitted payment and paperwork for ZBA meeting to be held on June 20, 2023. 2/23: Waiting for the updated site plan and ZBA application. Applicant has hired an engineer to complete the final site plan. Planning commission approved site plan contingent on minor updates and ZBA approval at the January 2023 meeting. 12/22: Application /for Special Land Use and Site Plan Approval was submitted on November 3, for review at the December 2022 meeting. Due to township error, public hearing was published, but notification was not, so it was opened for Dec and left open for continuation on January 4.

Hidden River Estates – North-east Corner 33 Mile & Powell Rd

No Update 8/23: Spaulding DeDecker attended an on-site meeting with representatives of Hidden River on Monday, August 28 to provide guidance on township expectations for the road updates needed. This will assist the applicant with estimating the cost of construction for their escrow. 6/23: Site Plan was approved at June 7 meeting. Waiting for estimated construction cost to begin engineering phase. 5/23: Updated site plan and master deed on agenda for June 7 meeting. 4/23: Master Deed reviewed by Township Attorney and is ready for approval. Second planner review completed 4/17, applicant sent response to the action items identified on 4/25. 3/23: Updated site plan and Draft Master Deed submitted 3/19 and 3/23 and sent to professionals for review. 2/23: Site plan was reviewed at February meeting, table for additional information on a revised site plan. 1/23: Site plan submitted for Planner and Engineering review on 1/12/23. Included in packets for February 2023 meeting.

Laethem Development – Laethem St at Powell Rd

9/23: Professional reviews complete. Will be on the October agenda. 8/23: Updated site plan provided by applicant on 8/22 and sent to professionals on 8/23. Will be on the October agenda. 3/23: Site plan reviewed at the 3/1/23 meeting, tabled for updates; applicant provided guidance on County/state permitting as requested at the meeting. 2/23: Site plan submitted for Planner and Engineering review on February 9, 2023. Included in packets for March 2023.



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Dehondt Storage – 15450 33 Mile Rd

No Update 6/23: Site plan extended at the June 7, 2023, meeting through June 7, 2024. Waiting for engineering escrow to be provided.

COMMISSION PROJECTS

Zoning Ordinance Amendments

Second Home on a Property/Seasonal Workers Clause – No Update. Attorney and planner to discuss.

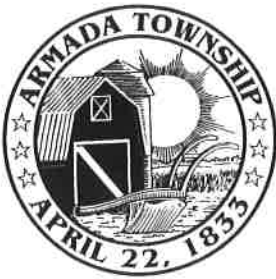
Master Plan

9/23: Reviewed updated timeline, Goals (old Policies) section, Survey results. Update “Plans section-Special Agricultural Activities” to note that Overlay district is now in place. 6/23:

Discussion of the Master Plan Survey, decision to extend thru 6/30. Final survey results in August packet. Discussion on tiny homes, barn-dominiums, solar and wind, microgrids.

5/23: Members of the Village Council and Village Planning Commission attended the May meeting to informally discuss things that the Township and Village may be able to partner on. The Master Plan Survey was approved for release by the Township Board and distributed on May 11th. 151 responses received as of 5/30/23. 4/23: A joint workshop was held with the Township board to discuss the policies and reviewed the draft survey. 3/23: Discussion on the Policies section, creating an internally tracked survey. 2/23:

Chapter #2 provided by the planner; community snapshot and demographic profile including Population change and forecasts to 2045. 1/23: Proposed schedule and community demographics pages were presented at January 2023 meeting. 12/22: The Zoning map was updated for the annexation and other recent changes, but still needs update. 11/22: Master plan is being reviewed by township planner.



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Closed Projects

Miller Farm – 71800 Romeo Plank Rd

4/23 - Closed: Owner has withdrawn application for building permit.

1/23: Applicant is reviewing options regarding barn addition. Miller Farm submitted and received approval on a new site plan for a Farm Market at the September 2022 meeting. On 12/15/22 Mr. Miller submitted application for a building permit to add onto his barn. This addition was not on the approved site plan so he will need to come back before the commission. He was advised to update his site plan with any further updates he anticipates over the next year with a revised letter of intent before requesting an additional review.

Armada Center Car Wash – 22920 Armada Center Rd

7/23: Closed: Project completed July month end. Final inspections passed. 6/23: Site plan updates were approved at June 7 meeting including the roofing material change, light pole, a wall sign and a ground sign (with adjustment to height). Building plan updated to include light pole. 5/23: Site plan update to add lighting was submitted for review at June 7 meeting. 4/23: A building permit has been issued. Township attorney is working with applicant attorney on Rezoning paperwork. 3/23: Engineering plans approved by Spalding DeDecker. The applicant is working on a building permit application. Requested purchase paperwork to start Rezoning process. 2/23: Engineering escrow was deposited 2/8/23 and developer is working with our engineer. First engineering review provided by Spalding DeDecker on 2/14/23.

1/23: Required updates were submitted to planning with estimated total improvement cost. Sent to Engineer on 1/23/23. Planning commission approved site plan contingent on minor updates at the January 2023 meeting. Special Land Use was granted contingent on site plan approval at the September 2022 meeting. Conditional rezoning was approved at the July 2022 meeting.

Zoning Ordinance Amendments

2/23 - Closed: Small Scale Entertainment – Township board approved at February 8, 2023 meeting.

7/23 - Closed: Zoning District Table of Permitted Uses – Table approved by township board.

8/23 - Closed: Zoning map approved by Township board at August meeting.

Monthly Building Report

Month: September
Year: 2023

Permits Issued:	<u> </u>	Decks
	<u> </u>	Demolitions
	<u> </u>	Ponds
	<u> </u>	Pole Barns
	<u>1</u>	Garages
	<u>1</u>	Additions/Misc.
	<u>1</u>	Homes
	<u> </u>	Zoning
	<u> </u>	Commercial Sign
	<u> </u>	Pools
	<u> </u>	Porch
	<u> </u>	Sunrooms
	<u>10</u>	Electrical
	<u>8</u>	Mechanical
	<u>1</u>	Plumbing

Total Permits Issued: 22

Building Inspections: 22

Plan Reviews: 3

Electrical Inspections: 15

Mechanical Inspections: 12

Plumbing Inspections: 6

Total Inspections: 58

Fall ball for AFP and AGS

Armada Junior Tigers football

Armada Junior Tigers cheerleaders

3rd quarter water sample taken and passed

Pavilion events for September: 2 Birthday parties, Bicycle show, Family reunion.

Pavilion schedule attached for review

ABA added outfield fence distance markers to ET and ST fields

ABA also added field name plates to each field.

ABA also completely cleaned garage area and organized

Thanks,

Gary Goedtel,

Armada Township Park Director

SEPTEMBER MONTH END REPORT 2023

Exercise & Tai Chi 10 to 12 attend.

Knitters 8.

Cornhole, once a month 8 attend.

Bingo 2 or 3 times a month 22-24 attend.

Crafts are great! We have a talented lady bringing in a lot of interesting crafts! 14 attend regularly. Crafts are once a month.

The “free” Detroit Zoo Trip was a lot of fun. It was Senior Day and we had 12 attended.

We had lunch at the Engine Room in Mt.Clemens. Good food! 22 attended.

Lunch at Roots in Almont was a lot of fun. 18 people attended.

Our Potluck was Delicious! 25 people attended.

Allenton Potluck was fun, we had 12 attend.

We finished the Baskets for the Homeless, 24 total, and are delivering them next month. I am SO PROUD of my Seniors! They worked hard and didn't stop till all was finished! This is just another reason why I Love my job!

Thank you,

Donna



TREASURER'S REPORT SUMMARY				Through September 30, 2023				Updated: 10/4/2023			
Fund	Bank	Account	Terms	Start Balance	Interest	End Balance	Interest Rate	Purpose			
General Fund	Choice One	8080	Liquid	\$362,907.50	\$293.40	\$324,148.64	1.000%	General Fund			
	Choice One	8072	Liquid	\$16,009.61	\$3.56	\$7,995.95	0.500%	Payroll			
Opened 4/20/23	Choice One		CD	\$248,568.31	\$998.80	\$249,567.11	4.880%	Building Fund			
August Statement	Robinson Capital	271	Liquid	\$94,964.62	\$401.97	\$95,366.59	5.150%	General Fund Investment			
August Statement	Robinson Capital	273	Liquid	\$255,489.99	\$1,081.46	\$256,571.45	5.150%	Building Fund			
	Flagstar Savings	912	Liquid	\$144,979.57	\$482.60	\$145,462.17	4.050%	General Fund Investment			
	Flagstar Savings	4869	Liquid	\$80,403.71	\$267.65	\$80,671.36	4.050%	Water & Sewer			
Account closed 4/17/2023	MSGCU Money Market		Liquid	\$236,191.80	\$475.27	\$0.00	2.374%	Building Fund			
Account closed 4/17/2023	MSGCU Savings		Liquid	\$5,963.79	\$2.94	\$0.00	1.150%	General Fund Investment			
				\$1,445,478.90	\$4,007.65	\$1,159,783.27					
Fire Fund											
	Choice One	8098		\$98,206.30	\$64.05	\$73,413.67	0.800%	ALS & SAD			
	Choice One	2366	Liquid	\$9,521.69	\$0.08	\$9,521.77	0.010%	Accummed			
	Choice One	9098	Liquid	\$307,326.44	\$174.45	\$216,157.17	0.850%	Accummed New			
Opened 5/1/23 NO STATEMENTS	Choice One		CD	\$0.00	\$622.97	\$150,622.97	4.150%	Fire Fund CD			
August Statement	Robinson Capital	272	Liquid	\$207,791.45	\$879.56	\$208,671.01	5.150%	Fire Fund Investment			
				\$622,845.88	\$1,741.11	\$658,386.59					
Tax Fund											
	Choice One	8106		\$1,358,497.22		\$414,657.12					
Trust & Agency											
	Choice One	8064		\$38,540.58		\$35,620.58					

UNFINISHED BUSINESS

Planning & Zoning Administrator
Responsibilities and Duties

To administer all Planning & Zoning Department functions, including but not limited to:

1. Answer questions and guide applicants concerning planning and zoning issues and where to find information and forms.
2. Accept applications for rezoning, special land use and site plan approvals. Ensure all required documents are included in submission.
 - a) Input project into BS&A Software Program.
 - b) Calculate and collect required Planner, Engineering, Fire Safety and Legal fees from applicant and input into BS&A.
 - c) Send submitted documentation to professionals for reviews. Coordinate with professionals and applicants to ensure all issues are addressed.
3. Accept applications for variances and other Zoning Board of Appeals issues.
 - a) Input project into BS&A Software Program.
 - b) Calculate and collect required Planner and Legal fees from applicant and input into BS&A.
 - c) Send submitted documentation to professional(s) for reviews. Coordinate with professionals and applicants to ensure all issues are addressed.
4. Create public hearing notices, publish and notify adjacent properties as required.
5. Prepare and post agendas for all Planning Commission and Zoning Board of Appeals meetings.
6. Prepare and distribute meeting packets to Planning Commission members, Planner, Zoning Board of Appeals members and others as necessary.
7. Attend all Planning Commission and Zoning Board of Appeals meetings, set up GoToMeeting and Live Streaming, and take and produce meeting minutes.
8. Create and maintain Planning Commission and Zoning Board of Appeals files.
9. Maintain escrow accounts in BS&A for each applicant/project which includes fees paid and expenses incurred and ensure all expenses are funded by the applicant.
10. Work with Planner for zoning ordinance amendments, Master Plan, and Parks & Recreation Plan.
11. Create and maintain Monthly Project Summary for Planning Commission meeting, and provide to Clerk for Township Board Of Trustees meetings.
12. Maintain historic Planning file archives.
13. Back up building department when needing assistance with customers.
14. Reports to and advises the Township Supervisor.

Building Administrator
Responsibilities and Duties

To administer all Building Department functions, including but not limited to:

1. Provide public with necessary permit applications (including building, electrical, mechanical, plumbing and zoning permits), ordinance information related to type of permit and answer any related questions.
2. Verify that contents of building permit packages include all required documentation and track to ensure timely review.
3. Input permit information into BS&A software program, collect and record payments and issue permits.
4. Input and track all building bonds, and return upon project completion.
5. Input costs for extra inspections required, and mail and track invoices until payment is received.
6. Coordinate inspections with owner/contractors and schedule inspectors as needed.
7. Input inspection results, calculate commissions and generate payroll report out of BS&A for inspectors, and give to Clerk.
8. Provide data to Ordinance Official for ordinance complaints and/or violations as requested.
9. Provide monthly building and inspection report to Clerk for monthly board meeting.
10. Enter new building permit information into SEMCOG and US Census websites each month.
11. Maintain contractor licensing within BS&A tracking system.
12. Work with Treasurer's office to reconcile building department General fund and Trust & Agency payments.
13. Maintain historic building department file archives.
14. Back up Planning department when needing assistance with customers.
15. Reports to and advises the Township Supervisor

Clerk - Armada Twp

From: Deputy Supervisor - Armada Twp
Sent: Wednesday, October 4, 2023 12:34 PM
To: Clerk - Armada Twp
Subject: For agenda item Planning and Building
Attachments: Office staff.pdf

Mary,

John had this rough draft of notes on his desktop that said "office staff" I'm assuming for conversation about the planning and building topic. I think it has something to do with the possibility of an office person to assist in planning but be able help in the office in general also. I just thought I'd get it in just in case he had wanted to have it for the board packet so you guys can all talk about it. Otherwise, he can pull it out if that isn't what he intended.

Office Support Job Description

Train on basic functions of Building department to support as needed

Train on common office tasks to assist township officials

-Township officials should come up with what this may entail for a specific final job description and training plan

-Township officials, deputies and department heads to ensure that internal control requirements are not compromised at any time utilizing one person for multiple duties.

Filing and archiving – all departments as requested

Data entry into BS&A – Planning history

Train with each township official on some basic needs that may need to be covered on the occasion where both official and deputy may be gone at the same time.

Suggested 3 hours a day, 4 days a week in order to make progress on scanning project and other duties or flexible as needed for coverage in the office during open hours

Basic functions (on the spot) will be as they happen at the hall during operating hours that cannot be foreseen but require assistance or direction to the taxpayer.

Notes:

Supervisor will compile final job description with training plan after all input, submissions and approval from the township board is complete to be added to policy and procedure manual.

This is a “floating position” which by definition for the township office means where needed and in order of priority.

Need to discuss pay rate and if other benefits are part of package

Departments that may need help with additional projects can submit a request to the supervisor who can coordinate with office person to maintain a reasonable schedule and expectations are clear. A schedule can be provided to everyone and updated with changes provided so all departments and officials know what to expect. This is only to keep things smooth and everyone is on the same page.

NEW BUSINESS

9-a

September 11, 2023

To: Supervisor & Township Board of Armada Township
From: Tom Schlichting, Sanilac Appraisers, Inc
Re: Assessing annual service contract renewal effective 10-15-23

In accordance with provision #10 of the service contract between Sanilac Appraisers, Inc and the Township of Armada, I am providing notice of the company's intent to increase fees as allowed by the terms of our contract, subject to board approval. The contract agreement does not specify an amount of increase, only that there shall be an annual increase as approved by the board.

With company costs increasing each year, the company seeks to maintain a modest level of increases comparable to the inflation-rate increase. The inflation rate has remained high since last October. The company is proposing a 5.0% fee increase. The contract revision would become effective for the coming contract year, after the expiration of the existing contract October 15, 2023.

The proposed annual fee increase for this year of service is 5.0%. That rate of increase, rounded to the nearest hundred, will change monthly fee payments from \$3,600 to \$3,780.

No change to the contract is proposed except the fee increase.

Respectfully submitted,



Thomas E. Schlichting
Sanilac Appraisers, Inc



CONTRACT FOR ASSESSMENT ADMINISTRATION OF ARMADA TOWNSHIP

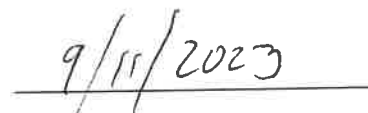
Contract renewal submitted by Sanilac Appraisers, Inc., hereinafter referred to as the Company, whose main office is located at 125 North Ridge St., PO Box 355, Port Sanilac, Michigan 48469; to the Township of Armada, Macomb County, hereinafter referred to as the Township.

The Company shall provide assessment administration of real and personal property within the township. Preparation and certification of the assessment roll shall be in compliance with laws and regulations regarding the appraisal of property for assessment purposes in the State of Michigan.

- 1) The maintenance of the assessment roll shall be made using Equalizer Assessing software. Valuations made and information concerning assessed and taxable values shall be entered and updated on said software.
- 2) The Company will cooperate with the treasurer in establishing of Township tax information on Equalizer Tax Administration software, and will prepare necessary tax warrants for collection.
- 3) All data collected is the property of the Township.
- 4) The Township shall provide workspace for Company personnel and all supplies required to meet the terms of the contract.
- 5) The Company shall be able to substantiate the individual assessed values and methods employed as a whole. Upon request of the owner or the Township, the company shall review any property the value of which is in dispute.
- 6) The Company shall represent the Township in all appeals to the small claims division of the Michigan Tax Tribunal at no additional fee. Appeals of property classification will also be defended at no additional fee. For defense of appeals to the Tribunal which require attendance at hearings held outside the township, the Township shall reimburse the Assessor within thirty days after submission of a billing at the rate of \$50 per diem expenses.
- 7) The Township shall reimburse actual fees for assessing personnel to attend educational programs approved by the state for assessors along with any exam costs, and shall reimburse for travel days for educational attendance at the rate of \$50 per diem. Reimbursement shall be made within 30 days after submission of a billing. The total reimbursable expense shall not exceed \$1200 per year.

- 8) Assessing personnel shall establish regular weekly office hours and will be available by appointment to explain assessment records and practices to taxpayers, the Township Board and its officers and employees. Company personnel will work in the township 48 weeks a year on scheduled days (except holidays, illness and in case of hazardous weather conditions.) Notice of vacation days will be given to the supervisor's office at least one week in advance of absence.
- 9) Preparation and certification of the 2024 assessment roll, maintenance of computerized assessing information until October 14, 2024, supervision of printing of year 2024 assessment change notices, and preparation of winter 2023 and summer 2024 tax warrants shall be provided at a cost of \$45,360.
- 10) Payment shall be made in twelve equal monthly payments of \$3,780 made no later than the 15th of each month between November of 2023 and October of 2024. Township shall make payment to: Sanilac Appraisers, Inc., P.O. Box 355, Port Sanilac, MI 48469.
- 11) The terms of this contract shall be renewed annually on October 15, unless at least one party provides 30-day notice of intent to cancel or alter the terms of the agreement. Compensation shall be increased each year as approved by the Township Board.
- 12) Review of proposed unplatted land divisions for compliance with the Land Division Act is not a Company service under this contract.
- 13) The Company is an independent contract provider of assessing services, working under the authority of the township supervisor, who is the chief assessor by statute. Company employees are not employees of the Township. All salary, benefits, social security taxes and unemployment taxes for company personnel are the sole responsibility of the company.


Sanilac Appraisers, Inc.


Date

Township of Armada

Date

Clerk - Armada Twp

From: Kevin Kanehl - Armada FD
Sent: Friday, August 18, 2023 3:24 PM
To: John W Paterek, Armada Supervisor; Trustee Job - Armada Twp; Trustee Goetzinger - Armada Twp; Clerk - Armada Twp; Treasurer - Armada Twp
Cc: Andrew Pfeifle - Armada FD; Thomas Kuhn - Armada FD
Subject: AFG Award

Good afternoon, Members of the Board,

This is an advisory email to provide notification of award.

Today, we were awarded \$28,840 in Federal Funding through the FEMA assistance to firefighters grant for the purchase of three thermal imaging cameras. Our local cost share is \$1,442. The total project cost is \$30,282. We have assigned Firefighters Joe Felton and Brandon Heath to do research on different National Fire Protection Association (NFPA) 1801 approved thermal imaging cameras. This includes obtaining demo models for hands on use to ensure we identify the best model for the Armada Township Fire Department. We will then obtain pricing following purchasing policy for the fire department in place and bring the information before the Township Board for approval. Our older models on hand became obsolete and began having mechanical issues such as batteries not holding charge and damage screen view which obstructed visual effectiveness under fire conditions. I would estimate that maintenance costs of these units would have exceeded our local cost share over the lifetime of the equipment. Technology has far improved with the thermal imaging cameras we will be looking to purchase, allowing our firefighters to be more effective in providing services to the community.

Thermal imaging cameras (TICs) are a vital tool for our organization. For structure fires, our shift commander will perform what is called a 360 scene size up. We walk around the structure, looking for fire location, whether there is a basement, electrical hook up location, gas or propane hook up location, various other hazards and information that we use to determine plan of action for fire attack. TICs allow us to view hot areas within the structure from the exterior size up, so that we know where the fire is most intense and what flow path it is traveling. This allows us to make more informed decisions during fire attack. TICs allow us to enter a structure with better visibility to improve fire attack and finding location of victims. This in turn provides higher chances of survivability of trapped victims and reduced times to begin suppression of active fire thus reducing property damage. TICs are also good tools for locating missing persons by detecting body heat which can make persons visible during nighttime searches of fields and woodlands. We are purchasing three units, one for each of our fire pumper apparatus (Engine 1, Engine 2 and Water 1). This will allow each unit with potential to perform fire attack or search and rescue a unit to utilize. Three units also provide multiple TICs on a fire incident as multiple fire attack or search crews may be deployed. It is also recommended that one be assigned to our rapid intervention crew who stands by in case a firefighter becomes trapped during interior operations.

If there are any questions, please feel free to contact myself or one of the Captains.

Respectfully,

Kevin Kanehl
Fire Marshal

September 7, 2023

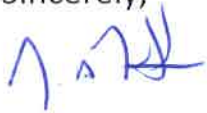
Dear Fire Marshal Kanehl,

Please accept this letter as formal notification that I am resigning from my position as a Firefighter/Paramedic with Armada Township Fire Department. My last day will be September 21, 2023.

Thankyou so much for the opportunity to work in this position for the past 10 months. I have enjoyed and appreciated the opportunities I have had to work as a firefighter and paramedic.

I wish the department continued success.

Sincerely,



Joseph Felton

ARMADA TOWNSHIP PROCEDURES FOR ORDINANCE ENFORCEMENT

(Adopted: 12/8/2010)

PURPOSE: To protect health, safety and general welfare of Township constituents
Protect surrounding land uses and property values
Adopt and enforce ordinances to improve the community
Township working with property owners to gain compliances of ordinances

I. RECEIVE COMPLAINT:

- a. All complaints/forms, **e-mailed**, written or by phone, (~~anonymous complaints are discouraged~~) shall be submitted to the Supervisor's office. Complaints can be received in any format above with the complainant's name, contact information, address and willing to testify. The township complaint form is preferred but not required. If complainants' complete information is not obtained at time of complaint, the supervisor or Code Enforcer will attempt to obtain the required information. If unable to obtain name, address and contact information of complainant, the complaint will be treated as anonymous.
- b. The supervisor will assign a number, create a file and **shall enter into complaint book all information into BS&A Building Module Enforcements upon receipt.**
- c. The Supervisor will review Township Ordinance to determine if an ordinance violation exists and direct the Code Enforcer accordingly.
- d. If an anonymous complaint is received, the Supervisor will **only review and potentially** direct the Code Enforcer to drive by realty/property in an attempt to verify if complaint is detrimental to the health, safety and welfare of township residents. ~~statements by the anonymous complainant.~~ If violation cannot be verified, a ~~written report of the investigation will~~ notation can ~~shall~~ be entered into BS&A ~~be placed in~~ and all documentation will be placed in file **labeled "Anonymous Unconfirmed Complaints"**. The notation in BS&A can indicate there is a file folder of an Anonymous Unconfirmed Complaint.
- e. ~~Upon confirmation of an Ordinance violation, a written or phoned complainant, if willing, will be met and asked to complete and sign a complaint form that includes name, address, phone number and affirm willingness to testify.~~
- f. All paperwork pertaining to a complaint shall remain on file in the Township hall **and entered into BS&A promptly.** The Code Enforcer shall report all actions to Supervisor weekly. **(topic to discuss: have discussion since enforcer will be remote and mostly out of the office, possibly enforcer weekly in the office to update BSA and/or allowing remote access? Suggest supervisor making copies of initial complaints and information since he will enter into BSA which will remain in the office before turning over file to enforcer?) turn in file when case is closed?)**

Willing to testify, name, phone and address should be added to complaint form and also obtained by whoever takes complaint

Redundant to initial receipt of complaint

II. INVESTIGATION PROCESS:

- a. Property Owner and Evaluate ~~View~~ Property:
 1. Meet with building department and obtain information on property owner, owners contact information (if different than property) and any prior complaints.
 2. Contact property owner/person at address of complaint to review issue.
 3. Must obtain property owners permission or property tenant before going on

property.

4. If denied, can contact neighbors for permission if a view of property can be seen from adjacent property.
5. During inspection, take notes and many photo's of property condition where indicated on the complaint form. (Fill out site inspection form).
(Is there a site inspection form?) This will be on revised complaint form
6. Take photos from ~~the~~ road or obtain permission from neighbors.
7. Discuss ~~the~~ condition of property with owner/occupant and or neighbors. (have note to check with attorney on this section ie. should we be talking to the neighbors about the complaint, could be sensitive issue?)
8. Write report ~~and enter into BS&A.~~ (Include reference(s) to specific section of Ordinance)-(Note: already referenced prior in procedure, if additional violations found, should be noted separately)

ORDINANCE VIOLATION: Code Enforcer is to proceed to determine the course of action ~~as to whether or not,~~ what ordinance may have been violated in the ~~authorized~~ Code Enforcers opinion and present it to the supervisor immediately upon conclusion. , ~~there exists an ordinance violation.~~

1. If NO violation:

File written report stating reasons for closing investigation after review and sign off from the supervisor (Complaint form must be placed in closed file and put in file folder as closed - ~~entered into BS&A~~). A notation of "no violation" can be made in BS&A that a file folder does exist with investigated, unwarranted, and closed complaint.-(there should not be any notations with details against a property owner, address or parcel id # that held no merit)

2. If YES violation:

- a. Mail using USPS, a FIRST NOTICE letter requesting response within ~~10~~ 30 days and include a copy of section of ~~the~~ applicable Ordinance.
Enter all information into BS&A
- b. Code Enforcer shall work with responsive property owners to establish reasonable schedule to establish compliance if communication has been established
- c. If no response is received, the Code Enforcer shall within 5 days send a SECOND and FINAL NOTICE by regular and certified mail requesting response within 10 days advising upcoming legal action for noncompliance. **Enter all information into BS&A**
- ~~d.~~ If there is no response to the Final Notice, proceed to the ~~Violation letter procedure.~~ Non-compliance legal procedure

If ~~When~~ compliance is obtained, Code Enforcer to make closed report and file all documents in the closed file as well as . **Enter all information into BS&A**

III. LEGAL PROCESS VIOLATION LETTER:

- a. Request violation letter from ~~current township attorney Christine Anderson at Seibert & Dloski~~, by ~~e-mailing~~ **faxing** to their office copies of all letters, photos and reports of violation situation **and enter all pertinent information into BS&A.** (verify time frame allowed to property owner to respond)
- b. If no contact or compliance is received from property owner as directed by Violation Letter; proceed to issue Appearance Ticket procedure.

NOTE: This area below (IV) should be updated with the township attorneys with the most current and updated procedures that are being used. I am requesting a complete breakdown from our attorneys on their process to also include all other options that may be possible.

IV. ~~ISSUE APPEARANCE TICKET TO PROPERTY OWNER AND/OR OCCUPANT: (This action requires the Supervisors approval. Board of Trustees shall be notified).~~

~~Appearance tickets requirements:~~

- ~~1. Note Ordinance section violated~~
- ~~2. Date to appear is: "to be notified by court"~~
- ~~3. Original must be given to property owner~~
- ~~4. One copy to mailed to Seibert & Dloski, (verify receipt).~~
- ~~5. Remaining copies for Township files.~~

~~Subsequent steps for complaint, warrant and District court processes to be coordinated by Christine Anderson of Siebert & Dloski, Twp. Supervisor and Code Enforcer. Further, Circuit Court action must be directed by Township Board.~~

~~After much research, this entire area needs to be rewritten with the coordination of current laws with our attorneys and additionally with some guidance of wording from legal through MTA for sake of this document.~~

When compliance is obtained, Code Enforcer **shall** to make closed report and file all documents ~~in the closed file~~ **in the closed file folder and the BS&A program.**

Adopted: December 8, 2010

Armada Township Board

Board Members

Re: Code Enforcement Department

List of what is being revised, updated, created:

- All complaints that are found to be in violation will be in the BS&A system as I had asked for and was approved to have done at our meeting on February 8th.
- Complaint form with additional information (I have a extensive checklist)
- Code Enforcement Website section with clear and up to date information
- First 30-day form letter
- 2nd day letter if no response
- Procedures for Ordinance Enforcement
- Once the Procedures are narrowed down, a cover page will be put together
- Update monthly report format to board members, hopefully tie into BS&A. That may take some time but still revising the current report.
- Once updates are approved by board, hire outside code enforcer
- Future: Set up budget line item for mileage reimbursement
- Deputy Supervisor is writing a manual on how to input into the building BS&A system so there are exact procedures and timelines to follow.
- An additional informational sheet will be drawn up regarding the complaint form itself. This will be helpful to all the elected, appointed and employees of the township on what to do when a complaint comes in. This will also be the direction the code enforcer will follow.

Basis for information and education:

- Catherine Mullhaupt has provided helpful information and samples as well as answered questions. She is working with their attorneys and are in the process of new book for ordinance enforcement and will let us know when it is ready.
- Webinar attended with attorney Seth Koches, MTA, provided helpful legal information and strategies as well as definitions.
- Supervisor is attending two day workshop through MTA on zoning and code enforcement on October 3rd through 4th
- Contacted multiple municipalities for information on their procedures, what works, what doesn't
- Viewed multiple municipal websites to see the types of information they provide in their code enforcement sections
- Viewed multiple municipal complaint forms, what they require, what they will not accept

-This report will be updated each month and I will notify the clerk in advance with any forms or documents for the agenda that will need board review to get this complete in a timely manner

-After all changes, updates are complete, everything will be presented to the attorney for final review and approval for implementation. We will then have a complete system in place to be followed by anyone who takes on this position with the same consistency.

9-13-23

Update provided by Supervisor
Code Enforcement Department

[illegible]