

January 13th, 2025 **AGENDA** Thornapple Township

Our Vision: Your vibrant and natural community, with a small-town heart.

Our Mission: To maintain effective government contributing to sustainable growth through sound investment while preserving the small-town heritage, recreational spaces, active agriculture, and the rural feel of our township.

1. Invocation

2. Pledge of Allegiance

3. Roll Call:

☐ Schaefer ☐ Bouchard ☐ Campbell ☐ DeMaagd ☐ Stanton ☐ Rairigh ☐ Ordway

4. Approval of Printed Agenda:

☐ approve as presented ☐ approve as amended

5. Approval of Consent Agenda: ☐ approve as presented ☐ approve as amended

- a. [Minutes of the Regular Meeting December 9th 2024](#)
- b. [Revenue and Expenditure Report](#)
- c. Invoice GL Distribution Report and Approval List Total:\$101,822.39
[Vendor Check Run](#) [Fund Register](#) [AP Invoice Approval](#)
- d. [Financial Activities and Investments Report](#)
- e. [Planning and Zoning and Code Enforcement Written Report](#)
- f. [Emergency Services Committee Minutes of January 8th 2025](#)
- g. [Chief's TTES Run Report](#)

6. First Public Comment: (Please limit comments to 3 minutes)

7. County Report: County Commissioner

8. Reserved Time: None

9. Emergency Services Report:

- a. Chiefs Run Report Summary
- b. Summary

10. Unfinished Business:

- a. Retirement Contribution

11. New Business:

- a. [Agenda Request Hire](#)
- b. [Agenda Request Earned Sick Time](#)

12. Committee Reports:

- a. Administration (Schaefer, Bouchard, Ordway)
- b. Cemetery (Ordway, DeMaagd, Rairigh)
- c. Middleville DDA Report (Schaefer)
- d. Elections (Ordway, Bouchard, Schaefer)
- e. Emergency Services (DeMaagd, Schaefer, Rairigh)
- f. Finance (Bouchard, Ordway, Rairigh)
- g. Parks and Recreation Report (Schaefer)
- h. Personnel – Compensation (Ordway, Campbell, Schaefer)
- i. Property and Public Utilities (Stanton, DeMaagd, Campbell)
- j. Roads and Highways (Campbell, DeMaagd, Stanton)
- k. Duncan Lake Sewer (Campbell, Stanton, Schaefer)

13. Second Public Comment Period (Please limit comments to 5 minutes)

14. Poll of Members:

David Stanton (Trustee)
Sandy Rairigh (Trustee)
Ross DeMaagd (Trustee)
Curt Campbell (Trustee)
Laura Bouchard (Treasurer)
Cindy Ordway (Clerk)
Eric Schaefer (Supervisor)

Adjournment time: _____ pm

Next regular monthly meeting scheduled for February 10th, 2025 @ 7:00 p.m.

TOWNSHIP OF THORNAPPLE

Eric Schaefer, *Supervisor* / Laura Bouchard, *Treasurer* / Cindy Ordway, *Clerk*
Curt Campbell, *Trustee* / Ross DeMaagd, *Trustee* / David Stanton, *Trustee* / Sandra Rairigh, *Trustee*

269-795-7202 - Fax 269-795-8812 - thornapple-twp.org
PO Box 459 - 200 E Main St. - Middleville, MI 49333



REGULAR MEETING

December 9, 2024

Meeting Held at Thornapple Emergency Services Building
128 High St., Middleville, MI 49333

1. INVOCATION

TIME: 7:00 P.M.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

ROLL CALL: Schaefer indicated we added David Stanton to the roll and a mistake was made on the original agenda.	Bouchard: Campbell: DeMaagd: Ordway:	Present Present Present Present	Rairigh: Schaefer: Stanton:	Present Present Present
OTHERS PRESENT:	Commissioner Getty, Commissioner Smelker, Chief Richardson, Curt Dekam, Patrick Jansens			

4. APPROVAL OF PRINTED AGENDA:

MOTION STATED:	Campbell – Motion to approve the agenda as amended to add discussion of the renewal of the Township's contract with Shoreline, our current IT provider.
MOTION SUPPORTED:	Rairigh
MOTION STATUS:	Approved by voice vote. 7 ayes and 0 nays.

5. APPROVAL OF CONSENT AGENDA:

MOTION STATED:	Schaefer – Motion to approve the Consent Agenda as presented.
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Approved by roll call vote. 7 ayes and 0 nays.

ROLL CALL:	Bouchard: Campbell: DeMaagd: Ordway:	Yes Yes Yes Yes	Rairigh: Schaefer: Stanton:	Yes Yes Yes
-------------------	---	--------------------------	-----------------------------------	-------------------

6. FIRST PUBLIC COMMENT: None

7. COUNTY REPORT:

County Commissioners Catherine Getty and John Smelker:	Commissioner Smelker shared that at the meetings this month, we approved airport expenditure of \$17,000 for the taxiway project, set up a job description for the new HR manager, and approved an agreement with the Economic Development Services for 2025. Commissioner Getty shared Steven Wilson's approval for Community Mental Health Board. Approved the Materials Waste Management Plan and set the final membership for the board which includes Don Johnson, Ken Walsh, Ron Eishei, Sara Moyer-Kare, Brent Cohen, Jody
---	---

	Pessel, Catherine Getty, Rob Heethuis, Tracy Gillespie, Frank Viola, Dave Hatfield, and Daniel Zohler. Zohler is the new director of the Barry Conservation District. Accepted \$10,000 for the Animal Shelter for spay and neuter program. Approved increase in base salaries for Road Commissioners who haven't had an increase for some time. PA 116 applications were approved; in Irving and Castleton Townships. On December 10 a formal resolution in support of local control of wind and solar will be approved. It is uncertain if it pass in Lansing, but the Barry County Board of Commissioners support local control. Smelker interjected that Barry County might join in a law suit over the high cost of insulin.
Board Response:	Smelker and Getty were thanked for their reports.

9. RESERVED TIME: Chief Richardson - Chief Richardson promoted Mike Powell and Brandon Luxford to the position of Lieutenant. Richardson explained both had the same score on their assessments and both have attributes complimenting one another. Powell was sworn in by Schaefer, accepting the position of Lieutenant with his wife executing the pinning ceremony. Richardson shared the significance of the pinning ceremony as well as the job of Lieutenant. Brandon Luxford was also sworn in by Schaefer, accepting the position of Lieutenant with his wife also publicly executing the pinning ceremony.

10. EMERGENCY SERVICES REPORT: Richardson reported December was the lowest paid on call month of the year with only 12 runs and an average of 9 people per run. The average out the door time was one minute and 30 seconds, a time decreasing by almost 30 seconds since January. Response times were 6 minutes 21 seconds, and going into Ken and Allegan counties had an average time of 9 minutes and 45 seconds. The number of member responses to incidents continues to be outstanding. Richardson noted that a free first aid and CPR class are being offered in December.

11. UNFINISHED BUSINESS: Retirement Contribution: Schaefer has calls in to see if and how Township retirement contributions can be increased for employees. Tabled until further information received.

12. NEW BUSINESS:

A. 2025 Holiday Schedule: Schaefer presented a 2025 Holiday Schedule which included recommended days to acknowledge holidays which include the following:

- | | |
|---------------------------------|----------------------------------|
| 1. Wednesday, January 1, 2025 | New Year's Day |
| 2. Monday, January 20, 2025 | Martin Luther King Day |
| 3. Monday, February 17, 2025 | President's Day |
| 4. Monday, May 26, 2025 | Memorial Day |
| 5. Thursday, June 19, 2025 | Juneteenth |
| 6. Thursday, July 3, 2025 | 4 th of July Observed |
| 7. Monday, September 1, 2025 | Labor Day |
| 8. Thursday, November 27, 2025 | Thanksgiving Day |
| 9. Wednesday, December 24, 2025 | Christmas Eve |

10. Thursday, December 25, 2025 Christmas Day
 11. Wednesday, December 31, 2025 New Year's Eve

MOTION STATED:	Ordway – Motion to Approve the 2025 Holiday Schedule as presented
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Approved by voice vote. 7 ayes and 0 nays.

ROLL CALL VOTE:	Bouchard:	Yes	Rairigh:	Yes
	Campbell:	Yes	Schaefer:	Yes
	DeMaagd:	Yes	Stanton:	Yes
	Ordway:	Yes		

B. Board of Review Appointment: An opening for a seat on the Board of Review became available at the first of the year following the departure of Katie Stanton. Schaefer recommended a motion for Curt DeKam to be appointed to fill the vacancy.

MOTION STATED:	Rairigh – Motion to approve Curt DeKam to the Thornapple Township Board of Review.
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Approved by voice vote. 7 ayes and 0 nays.

ROLL CALL VOTE:	Bouchard:	Yes	Rairigh:	Yes
	Campbell:	Yes	Schaefer:	Yes
	DeMaagd:	Yes	Stanton:	Yes
	Ordway:	Yes		

C. Motion to Approve Adopting International Fire Code 2021: Chief Richardson explained that IFC 2021 introduces codes providing increased and improved safety.

MOTION STATED:	Schaefer – Motion to adopt International Fire Code 2021.
MOTION SUPPORTED:	Rairigh
MOTION STATUS:	Approved by voice vote. 7 ayes and 0 nays.

ROLL CALL VOTE:	Bouchard:	Yes	Rairigh:	Yes
	Campbell:	Yes	Schaefer:	Yes
	DeMaagd:	Yes	Stanton:	Yes
	Ordway:	Yes		

D. Fire Hose Purchase: Richardson explained the importance of having correct hose and nozzle combinations when responding to calls.

MOTION STATED:	Rairigh - Motion to approve the purchase of new fire hoses
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Approved by roll call vote. 7 ayes and 0 nays.

ROLL CALL:	Bouchard:	Yes	Rairigh:	Yes
	Campbell:	Yes	Schaefer:	Yes
	DeMaagd:	Yes	Stanton:	Yes
	Ordway:	Yes		

E. Fire Alarm Cellular Connection: Richardson reported the fire alarm panel has a trouble code which causes it to constantly beep. Additionally, it doesn't recognize the voice over IP phone line. Switching over to a cellular line will clear the trouble code while also saving the department in phone charges for the present line.

MOTION STATED:	Campbell – Motion to approve the purchase of a cellular connection for the fire panel
MOTION SUPPORTED:	Rairigh
MOTION STATUS:	Approved by roll call vote. 7 ayes and 0 nays.

ROLL CALL:	Bouchard:	Yes	Rairigh:	Yes
	Campbell:	Yes	Schaefer:	Yes
	DeMaagd:	Yes	Stanton:	Yes
	Ordway:	Yes		

F. Fire Department Boiler Repair: The current boiler is over 40 years old and is starting to have valve and seal leaks. Part of the system has been isolated and shut off in preparation for repairs. Discussion regarding the eventual replacement of the boiler centered around hiring an engineer to assess and then design a new HVAC system to improve efficiency. The life of the current system is approximately 3 years. It was noted that a boiler replacement should be planned for in the next budget as it could cost between \$50,000 and \$60,000.

MOTION STATED:	Rairigh – Motion to approve repairs to the boiler system, not to exceed \$900.
MOTION SUPPORTED:	Stanton
MOTION STATUS:	Approved by roll call vote. 7 ayes and 0 nays.

ROLL CALL VOTE:	Bouchard:	Yes	Rairigh:	Yes
	Campbell:	Yes	Schaefer:	Yes
	DeMaagd:	Yes	Stanton:	Yes
	Ordway:	Yes		

G. Ambulance Order: Richardson explained one of the ambulances has been taken out of service while it gets remounted, leaving the department short one ambulance. The company doing the repairs has offered to remount one of the ambulances they have so none of our ambulances have to be taken out of service. This will not change the contract for Medic 51 to be remounted and it will utilize the deposit already paid for Medic 51. This will keep the department's fleet integrity intact. This would mean the department would have 3 ambulances in service and 1 for backup.

MOTION STATED:	Ross – Motion to approve the purchase of a remounted Brawn ambulance
MOTION SUPPORTED:	Stanton
MOTION STATUS:	Approved by roll call vote. 7 ayes and 0 nays.

ROLL CALL VOTE:	Bouchard:	Yes	Rairigh:	Yes
	Campbell:	Yes	Schaefer:	Yes
	DeMaagd:	Yes	Stanton:	Yes
	Ordway:	Yes		

H. Zoning Ordinance Update: Rairigh reported ordinances are difficult for residents to access online. Over time the township has added and updated pages making it even more difficult to navigate. Updating would mean all updates would be added in an organized way, making it more user friendly for residents. A quote was obtained from Williams and Works to update all the ordinances. Discussion centered around future updates and Municode.

MOTION STATED:	Schaefer – Motion to approve hiring Williams and Works to update the zoning ordinances and put them into a searchable format as previously budgeted in amount not to exceed \$28,000.
MOTION SUPPORTED:	Rairigh
MOTION STATUS:	Approved by roll call vote. 7 ayes and 0 nays.

ROLL CALL VOTE:	Bouchard:	Yes	Rairigh:	Yes
	Campbell:	Yes	Schaefer:	Yes
	DeMaagd:	Yes	Selleck:	Yes
	Ordway:	Yes		

I. Planning Commission: Rairigh explained that Planning Commission would like approval to send letters to all waterfront property owners reminding them of setback ordinances with the setback for the Thornapple River being 100 feet, and the setback for lakefront property owners being 50 feet. The letter would also encourage those not in compliance to reach out to the Zoning Administrator for assistance. Discussion centered around the appropriateness of the ordinance and who it benefits. It was noted that all waterfront residents be treated fairly whether they got permits or not. It was pointed out that the view of

the waterfront should not be obstructed by accessory buildings and one person complained. The letter will make people aware of the ordinance and it is hoped residents will “self-audit” while also providing information to those considering constructing an accessory building.

MOTION STATED:	Schaefer – Motion to send a revised letter recommendation back to the Planning Commission with the authority to move ahead with sending the letter if the Planning Commission approves.
MOTION SUPPORTED:	Rairigh
MOTION STATUS:	Approved by roll call vote. 6 ayes and 1 nay.

ROLL CALL VOTE:	Bouchard: Yes	Rairigh: Yes
	Campbell: Yes	Schaefer: Yes
	DeMaagd: No	Selleck: Yes
	Ordway: Yes	

J. Deputy Clerk Compensation: Ordway stated that the new Deputy Clerk has been with the Township since August and has done well. She has been compensated less than the previous Deputy Clerk so there is money for increased compensation.

MOTION STATED:	Rairigh – Motion to approve the increase of the Deputy Clerks wages by \$2 per hour.
MOTION SUPPORTED:	Campbell
MOTION STATUS:	Approved by roll call vote. 7 ayes and 0 nays.

ROLL CALL VOTE:	Bouchard: Yes	Rairigh: Yes
	Campbell: Yes	Schaefer: Yes
	DeMaagd: Yes	Selleck: Yes
	Ordway: Yes	

K. IT Provider: Schaefer noted that the current IT provider raised rates by \$5 per month per user, but recommends the Township stay with the current provider for an additional year. Ordway noted the good service the Township receives from Shoreline.

MOTION STATED:	Schaefer – Motion to approve the continuation of our current IT provider for an additional year.
MOTION SUPPORTED:	Bouchard
MOTION STATUS:	Approved by roll call vote. 7 ayes and 0 nays.

ROLL CALL VOTE:	Bouchard: Yes	Rairigh: Yes
	Campbell: Yes	Schaefer: Yes
	DeMaagd: Yes	Selleck: Yes
	Ordway: Yes	

13. COMMITTEE REPORTS:

- A. Administration (Schaefer, Bouchard, Ordway) Worked on investigating possible new IT providers.
- B. Cemetery (Ordway, DeMaagd, Rairigh) Ordway reported that people are starting to buy lots in the Eavey Section. Burials are a little slow this time of year.
- C. Middleville DDA Report (Schaefer) Reported on Christmas on the River event. Reminded everyone about the upcoming parade.
- D. Elections (Ordway, Bouchard, Schaefer) Ordway expressed relief that the election season is over and she can catch up. Overall it went well.
- E. Emergency Services (DeMaagd, Schaefer, Rairigh) None
- F. Finance (Bouchard, Ordway, Rairigh) None
- G. Parks and Recreation Representative (Schaefer) Meeting scheduled for the following week to examine the 5 year plan.
- H. Personnel and Compensation (Ordway, Campbell, Schaefer) Schaefer commented on Deputy Clerk's raise.
- I. Property and Public Utilities (Stanton, DeMaagd, Campbell) Stanton is the new chair.
- J. Roads and Highways (Campbell, DeMaagd, Stanton) Commented on the upcoming Road Commission meeting
- K. Duncan Lake Sewer (Campbell, Stanton, Schaefer) Schaefer commented that the broken meter has been repaired and is back in service. It was also reported that Michigan Rural Water will do a free rate study.

14. SECOND PUBLIC COMMENT PERIOD: Commissioner Getty commented that Blue Zones has been transitioning to the B Healthy Coalition which started in 2012. Getty looks forward to partnering with municipalities.

15. POLL OF MEMBERS:

- David Stanton (Trustee)** – Glad to be on the Board.
- Sandy Rairigh (Trustee)** – Congratulated the new Lieutenants.
- Ross DeMaagd (Trustee)** – Echoed Rairigh's congratulations.

Curt Campbell (Trustee) – Echoed Rairigh’s congratulations and thanked Curt DeKaam for joining the Board of Review.

Laura Bouchard (Treasurer) – Echoed Rairigh’s congratulations and welcomed Stanton.

Cindy Ordway (Clerk) – Echoed Rairigh’s congratulations and welcomed Stanton. Thanked EMS.

Eric Schaefer (Supervisor) – Echoed Rairigh’s congratulations and welcomed Stanton and DeKaam to the Thornapple team.

15. ADJOURNMENT:

TIME: 8:15 P.M.

MOTION STATED:	Campbell – Motion to adjourn.
MOTION SUPPORTED:	Rairigh
MOTION STATUS:	Approved by voice vote. 7 yes votes.

Brenda Hess, Recording Secretary

Approved ____/2024__

01/09/2025

REVENUE AND EXPENDITURE REPORT FOR THORNAPPLE TOWNSHIP

PERIOD ENDING 12/31/2024

% Fiscal Year Completed: 75.34

GL NUMBER	DESCRIPTION	2024-25	YTD BALANCE	AVAILABLE	% BDGT
		AMENDED	12/31/2024	BALANCE	
		BUDGET	NORMAL	NORMAL	USED
			(ABNORMAL)	(ABNORMAL)	
Fund 101 - GENERAL FUND					
Function: Unclassified					
Dept 000 - 675					
Revenues					
Account Type: Revenue					
Unclassified					
101-000-402.000	CURRENT TAX COLLECTION	380,000.00	28,253.57	351,746.43	7.44
101-000-402.100	PRIOR YEAR TAX COLLECTION	0.00	32.88	(32.88)	100.00
101-000-434.000	MOBILE HOME FEES	1,500.00	774.00	726.00	51.60
101-000-447.000	PROP TAX ADMINISTRATION FEES	167,000.00	57,147.91	109,852.09	34.22
101-000-451.000	HILLTOP LITE	3,300.00	158.64	3,141.36	4.81
101-000-540.000	METRO ACT	10,400.00	10,387.66	12.34	99.88
101-000-543.000	GRANTS-STATE	19,500.00	19,559.70	(59.70)	100.31
101-000-573.000	PERSONAL PROPERTY TAX REIMB	37,000.00	36,495.81	504.19	98.64
101-000-574.000	STATE SHARED REVENUE	540,000.00	447,333.00	92,667.00	82.84
101-000-610.000	WRIT OF GARNISHMENT	0.00	1.00	(1.00)	100.00
101-000-626.100	CHG FOR SERV/SUMMER SCHOOL TAX	8,700.00	8,750.00	(50.00)	100.57
101-000-626.200	CHRG FOR SERV/ZONING	9,000.00	3,885.00	5,115.00	43.17
101-000-642.000	SALE OF COLUMBARIUM NICHE	0.00	875.00	(875.00)	100.00
101-000-642.100	COLUMBARIUM OPEN/CLOSE FEE	0.00	100.00	(100.00)	100.00
101-000-642.200	SALE OF BRONZE PLATE - COLUMBARIUM	0.00	1,450.00	(1,450.00)	100.00
101-000-643.000	SALE OF CEMETERY LOTS	10,000.00	20,100.00	(10,100.00)	201.00
101-000-643.100	CEM OPEN/CLOSING FEES	10,000.00	9,200.00	800.00	92.00
101-000-643.200	CEM FOUNDATION FEES	10,000.00	8,672.40	1,327.60	86.72
101-000-665.000	EARNED INTEREST	25,000.00	38,246.66	(13,246.66)	152.99
101-000-675.000	MISC REVENUE	500.00	5.49	494.51	1.10
Unclassified		1,231,900.00	691,428.72	540,471.28	56.13
Total Revenue:		1,231,900.00	691,428.72	540,471.28	56.13
TOTAL REVENUES		1,231,900.00	691,428.72	540,471.28	56.13
Net - Dept 000 - 675		1,231,900.00	691,428.72	540,471.28	

Dept 103 - TOWNSHIP BOARD

Expenditures

Account Type: Expenditure

Unclassified

101-103-702.000	SALARIES/TRUSTEES	29,000.00	13,720.82	15,279.18	47.31
101-103-702.100	OTHER WAGES/RECORDING SECRETARY	1,170.00	418.89	751.11	35.80
101-103-715.000	FICA/MEDICARE CONTRIBUTION	2,324.00	1,093.18	1,230.82	47.04
101-103-719.000	PENSION PLAN	400.00	150.11	249.89	37.53
101-103-861.000	MILEAGE REIMBURSEMENT	200.00	0.00	200.00	0.00
101-103-956.000	MISCELLANEOUS	100.00	38.00	62.00	38.00

101-103-960.000	EDUCATION AND TRAINING	1,500.00	244.50	1,255.50	16.30
Unclassified		34,694.00	15,665.50	19,028.50	45.15
Total Expenditure:		34,694.00	15,665.50	19,028.50	45.15
TOTAL EXPENDITURES		34,694.00	15,665.50	19,028.50	45.15
Net - Dept 103 - TOWNSHIP BOARD		(34,694.00)	(15,665.50)	(19,028.50)	
Dept 171 - SUPERVISOR					
Expenditures					
Account Type: Expenditure					
Unclassified					
101-171-702.000	SALARIES	40,000.00	29,230.74	10,769.26	73.08
101-171-702.001	NON-STATUTORY DUTY SALARY	20,000.00	14,615.37	5,384.63	73.08
101-171-715.000	FICA/MEDICARE CONTRIBUTION	4,620.00	3,012.94	1,607.06	65.22
101-171-718.000	HEALTH INSURANCE PREMIUM	33,300.00	23,268.27	10,031.73	69.87
101-171-719.000	PENSION PLAN	1,000.00	0.00	1,000.00	0.00
101-171-861.000	MILEAGE REIMBURSEMENT	500.00	901.28	(401.28)	180.26
101-171-956.000	MISCELLANEOUS	500.00	39.76	460.24	7.95
101-171-960.000	EDUCATION AND TRAINING	2,500.00	2,003.14	496.86	80.13
Unclassified		102,420.00	73,071.50	29,348.50	71.34
Total Expenditure:		102,420.00	73,071.50	29,348.50	71.34
TOTAL EXPENDITURES		102,420.00	73,071.50	29,348.50	71.34
Net - Dept 171 - SUPERVISOR		(102,420.00)	(73,071.50)	(29,348.50)	
Dept 215 - CLERK					
Expenditures					
Account Type: Expenditure					
Unclassified					
101-215-702.000	SALARIES	40,000.00	29,230.74	10,769.26	73.08
101-215-702.001	NON-STATUTORY DUTY SALARY	20,000.00	14,615.37	5,384.63	73.08
101-215-702.100	OTHER WAGES/DEPUTY CLERK	35,650.00	23,411.80	12,238.20	65.67
101-215-705.100	PERSONAL TIME	0.00	286.00	(286.00)	100.00
101-215-715.000	FICA/MEDICARE CONTRIBUTION	7,366.00	5,082.35	2,283.65	69.00
101-215-718.000	HEALTH INSURANCE PREMIUM	33,300.00	19,154.54	14,145.46	57.52
101-215-719.000	PENSION PLAN	4,000.00	2,583.59	1,416.41	64.59
101-215-861.000	MILEAGE REIMBURSEMENT	500.00	475.27	24.73	95.05
101-215-956.000	MISCELLANEOUS	200.00	209.00	(9.00)	104.50
101-215-960.000	EDUCATION AND TRAINING	4,500.00	2,250.80	2,249.20	50.02
Unclassified		145,516.00	97,299.46	48,216.54	66.87
Total Expenditure:		145,516.00	97,299.46	48,216.54	66.87
TOTAL EXPENDITURES		145,516.00	97,299.46	48,216.54	66.87
Net - Dept 215 - CLERK		(145,516.00)	(97,299.46)	(48,216.54)	
Dept 247 - BOARD OF REVIEW					

Expenditures

Account Type: Expenditure

Unclassified

101-247-702.000	SALARIES	2,510.00	560.28	1,949.72	22.32
101-247-715.000	FICA/MEDICARE CONTRIBUTION	194.00	42.87	151.13	22.10
101-247-956.000	MISCELLANEOUS	100.00	24.00	76.00	24.00
101-247-960.000	EDUCATION AND TRAINING	500.00	0.00	500.00	0.00
Unclassified		3,304.00	627.15	2,676.85	18.98

Total Expenditure:

TOTAL EXPENDITURES

Net - Dept 247 - BOARD OF REVIEW

Dept 253 - TREASURER

Expenditures

Account Type: Expenditure

Unclassified

101-253-702.000	SALARIES	47,082.00	34,406.15	12,675.85	73.08
101-253-702.001	NON-STATUTORY DUTY SALARY	12,918.00	9,440.15	3,477.85	73.08
101-253-702.100	OTHER WAGES	35,650.00	26,589.08	9,060.92	74.58
101-253-714.000	LONGEVITY	350.00	350.00	0.00	100.00
101-253-715.000	FICA/MEDICARE CONTRIBUTION	7,827.00	5,904.11	1,922.89	75.43
101-253-718.100	PYMT IN LIEU OF INSURANCE	6,000.00	4,000.00	2,000.00	66.67
101-253-719.000	PENSION PLAN	4,200.00	2,392.41	1,807.59	56.96
101-253-861.000	MILEAGE REIMBURSEMENT	700.00	531.98	168.02	76.00
101-253-956.000	MISCELLANEOUS	100.00	0.00	100.00	0.00
101-253-960.000	EDUCATION AND TRAINING	3,500.00	1,895.44	1,604.56	54.16
Unclassified		118,327.00	85,509.32	32,817.68	72.27

Total Expenditure:

TOTAL EXPENDITURES

Net - Dept 253 - TREASURER

Dept 257 - ASSESSOR

Expenditures

Account Type: Expenditure

Unclassified

101-257-730.000	POSTAGE	2,500.00	150.46	2,349.54	6.02
101-257-808.000	PROF SERVICES - CONTRACTOR	63,450.00	47,587.50	15,862.50	75.00
101-257-808.100	PROF SERV - OTHER	300.00	0.00	300.00	0.00
101-257-826.000	LEGAL FEES	7,000.00	0.00	7,000.00	0.00
Unclassified		73,250.00	47,737.96	25,512.04	65.17

Total Expenditure:

TOTAL EXPENDITURES

Net - Dept 257 - ASSESSOR	(73,250.00)	(47,737.96)	(25,512.04)
---------------------------	-------------	-------------	-------------

Dept 262 - ELECTIONS

Expenditures

Account Type: Expenditure

Unclassified

101-262-702.000	SALARIES	21,000.00	10,510.52	10,489.48	50.05
101-262-715.000	FICA/MEDICARE CONTRIBUTION	1,610.00	1,336.95	273.05	83.04
101-262-730.000	POSTAGE	3,000.00	1,029.97	1,970.03	34.33
101-262-740.000	OFFICE/OPERATING SUPPLIES	6,000.00	9,308.88	(3,308.88)	155.15
101-262-808.000	PROFESSIONAL SERVICES-MISC	1,000.00	1,020.32	(20.32)	102.03
101-262-861.000	MILEAGE REIMBURSEMENT	100.00	219.93	(119.93)	219.93
101-262-905.000	PUBLISHING	500.00	0.00	500.00	0.00
101-262-956.000	MISCELLANEOUS	1,200.00	434.74	765.26	36.23
Unclassified		34,410.00	23,861.31	10,548.69	69.34

Total Expenditure:		34,410.00	23,861.31	10,548.69	69.34
--------------------	--	-----------	-----------	-----------	-------

TOTAL EXPENDITURES		34,410.00	23,861.31	10,548.69	69.34
--------------------	--	-----------	-----------	-----------	-------

Net - Dept 262 - ELECTIONS	(34,410.00)	(23,861.31)	(10,548.69)
----------------------------	-------------	-------------	-------------

Dept 265 - TOWNSHIP HALL

Expenditures

Account Type: Expenditure

Unclassified

101-265-808.000	PROFESSIONAL SERVICES	6,000.00	3,900.00	2,100.00	65.00
101-265-920.000	UTILITIES	5,000.00	4,068.38	931.62	81.37
101-265-930.000	REPAIR & MAINT/ BLDG & GRNDS	5,000.00	499.25	4,500.75	9.99
101-265-956.000	MISCELLANEOUS	100.00	78.93	21.07	78.93
101-265-970.000	CAPITAL OUTLAY	11,000.00	7,945.60	3,054.40	72.23
Unclassified		27,100.00	16,492.16	10,607.84	60.86

Total Expenditure:		27,100.00	16,492.16	10,607.84	60.86
--------------------	--	-----------	-----------	-----------	-------

TOTAL EXPENDITURES		27,100.00	16,492.16	10,607.84	60.86
--------------------	--	-----------	-----------	-----------	-------

Net - Dept 265 - TOWNSHIP HALL	(27,100.00)	(16,492.16)	(10,607.84)
--------------------------------	-------------	-------------	-------------

Dept 271 - ADMINISTRATION

Expenditures

Account Type: Expenditure

Unclassified

101-271-702.000	SALARIES	28,750.00	19,331.86	9,418.14	67.24
101-271-715.000	FICA/MEDICARE CONTRIBUTION	2,214.00	1,478.89	735.11	66.80
101-271-719.000	PENSION PLAN	500.00	0.00	500.00	0.00
101-271-719.100	PENSION ADMIN EXPENSE	800.00	0.00	800.00	0.00
101-271-730.000	POSTAGE	6,000.00	7,071.01	(1,071.01)	117.85
101-271-740.000	OFFICE/OPERATING SUPPLIES	8,000.00	4,643.13	3,356.87	58.04
101-271-803.000	AUDIT EXPENSE	5,500.00	4,200.00	1,300.00	76.36
101-271-808.000	PROFESSIONAL SERVICES-MISC	35,000.00	24,333.75	10,666.25	69.53

101-271-826.000	LEGAL FEES	4,000.00	7,475.50	(3,475.50)	186.89
101-271-850.000	TELEPHONE EXPENSE	6,000.00	4,237.69	1,762.31	70.63
101-271-880.000	COMMUNITY PROMOTIONS	24,000.00	4,539.07	19,460.93	18.91
101-271-905.000	PUBLISHING	800.00	271.36	528.64	33.92
101-271-908.000	TOWNSHIP NEWSLETTER	900.00	0.00	900.00	0.00
101-271-910.000	INSURANCE AND BONDS	12,000.00	18,771.36	(6,771.36)	156.43
101-271-930.000	REPAIR & MAINT-GENERAL	500.00	179.00	321.00	35.80
101-271-956.000	MISCELLANEOUS	300.00	577.44	(277.44)	192.48
101-271-956.200	PRIOR YEAR TAX	500.00	16.30	483.70	3.26
101-271-956.300	PRIOR YEAR TAX ADMIN FEES	200.00	168.35	31.65	84.18
101-271-958.000	MEMBERSHIP AND DUES	8,000.00	7,538.00	462.00	94.23
101-271-960.000	EDUCATION AND TRAINING	500.00	0.00	500.00	0.00
101-271-970.000	CAPITAL OUTLAY	1,500.00	0.00	1,500.00	0.00
101-271-979.000	EQUIPMENT - LEASED	10,600.00	6,300.10	4,299.90	59.43
Unclassified		156,564.00	111,132.81	45,431.19	70.98

Total Expenditure:		156,564.00	111,132.81	45,431.19	70.98
--------------------	--	------------	------------	-----------	-------

TOTAL EXPENDITURES		156,564.00	111,132.81	45,431.19	70.98
--------------------	--	------------	------------	-----------	-------

Net - Dept 271 - ADMINISTRATION		(156,564.00)	(111,132.81)	(45,431.19)	
---------------------------------	--	--------------	--------------	-------------	--

Dept 448 - STREETLIGHTING

Expenditures

Account Type: Expenditure

Unclassified

101-448-920.200	OTHER STREET LIGHTING	3,300.00	3,217.24	82.76	97.49
101-448-920.300	UTILITIES / HILLTOP	3,300.00	2,000.22	1,299.78	60.61
Unclassified		6,600.00	5,217.46	1,382.54	79.05

Total Expenditure:		6,600.00	5,217.46	1,382.54	79.05
--------------------	--	----------	----------	----------	-------

TOTAL EXPENDITURES		6,600.00	5,217.46	1,382.54	79.05
--------------------	--	----------	----------	----------	-------

Net - Dept 448 - STREETLIGHTING		(6,600.00)	(5,217.46)	(1,382.54)	
---------------------------------	--	------------	------------	------------	--

Dept 523 - HIGHWAYS

Expenditures

Account Type: Expenditure

Unclassified

101-523-930.100	ROADS / DUST CONTROL	20,000.00	18,503.00	1,497.00	92.52
101-523-930.600	PAVED ROADS	100,000.00	100,000.00	0.00	100.00
Unclassified		120,000.00	118,503.00	1,497.00	98.75

Total Expenditure:		120,000.00	118,503.00	1,497.00	98.75
--------------------	--	------------	------------	----------	-------

TOTAL EXPENDITURES		120,000.00	118,503.00	1,497.00	98.75
--------------------	--	------------	------------	----------	-------

Net - Dept 523 - HIGHWAYS		(120,000.00)	(118,503.00)	(1,497.00)	
---------------------------	--	--------------	--------------	------------	--

Dept 567 - CEMETERY

Expenditures

Account Type: Expenditure

Unclassified

101-567-740.000	OFFICE/OPERATING SUPPLIES	100.00	1,241.60	(1,141.60)	1,241.60
101-567-808.000	PROFESSIONAL SERVICES-MISC	26,800.00	18,145.31	8,654.69	67.71
101-567-808.100	OPEN/CLOSING FEES	10,000.00	12,566.66	(2,566.66)	125.67
101-567-808.200	FOUNDATION FEES	10,000.00	5,084.92	4,915.08	50.85
101-567-808.300	PLANNING & ENGINEERING	100.00	0.00	100.00	0.00
101-567-915.000	MEMBERSHIPS	0.00	45.00	(45.00)	100.00
101-567-930.000	REPAIR & MAINT	26,000.00	3,619.37	22,380.63	13.92
101-567-931.000	BLDG & GROUNDS IMPROVEMENTS	20,000.00	495.14	19,504.86	2.48
101-567-956.000	MISCELLANEOUS	200.00	125.32	74.68	62.66
101-567-960.000	EDUCATION AND TRAINING	500.00	0.00	500.00	0.00
Unclassified		93,700.00	41,323.32	52,376.68	44.10

Total Expenditure:		93,700.00	41,323.32	52,376.68	44.10
--------------------	--	-----------	-----------	-----------	-------

TOTAL EXPENDITURES		93,700.00	41,323.32	52,376.68	44.10
--------------------	--	-----------	-----------	-----------	-------

Net - Dept 567 - CEMETERY		(93,700.00)	(41,323.32)	(52,376.68)	
---------------------------	--	-------------	-------------	-------------	--

Dept 701 - PLANNING & ZONING

Expenditures

Account Type: Expenditure

Unclassified

101-701-702.000	SALARIES/PLANNING COMMISSION & CH	5,230.00	4,375.69	854.31	83.67
101-701-702.100	OTHER WAGES / RECORDING SECRETAR'	1,050.00	743.02	306.98	70.76
101-701-702.200	ZONING ADMIN/ENF OFFICER	45,000.00	32,884.63	12,115.37	73.08
101-701-702.300	ZONING BOARD OF APPEALS	1,050.00	93.38	956.62	8.89
101-701-715.000	FICA/MEDICARE CONTRIBUTION	4,030.00	2,914.98	1,115.02	72.33
101-701-719.000	PENSION PLAN	2,000.00	8.28	1,991.72	0.41
101-701-808.000	PROFESSIONAL SERVICES-MISC	37,000.00	50.00	36,950.00	0.14
101-701-826.000	LEGAL FEES	3,000.00	392.00	2,608.00	13.07
101-701-905.000	PUBLISHING	700.00	472.34	227.66	67.48
101-701-956.000	MISCELLANEOUS	500.00	639.79	(139.79)	127.96
101-701-958.000	MEMBERSHIP AND DUES	75.00	65.00	10.00	86.67
101-701-960.000	EDUCATION AND TRAINING	2,000.00	1,067.26	932.74	53.36
Unclassified		101,635.00	43,706.37	57,928.63	43.00

Total Expenditure:		101,635.00	43,706.37	57,928.63	43.00
--------------------	--	------------	-----------	-----------	-------

TOTAL EXPENDITURES		101,635.00	43,706.37	57,928.63	43.00
--------------------	--	------------	-----------	-----------	-------

Net - Dept 701 - PLANNING & ZONING		(101,635.00)	(43,706.37)	(57,928.63)	
------------------------------------	--	--------------	-------------	-------------	--

Dept 900 - LAND ACQUISITION

Expenditures

Account Type: Expenditure

Unclassified

101-900-974.000	LAND IMPROVEMENTS	150,000.00	151,451.89	(1,451.89)	100.97
Unclassified		150,000.00	151,451.89	(1,451.89)	100.97

Total Expenditure:	150,000.00	151,451.89	(1,451.89)	100.97
TOTAL EXPENDITURES	150,000.00	151,451.89	(1,451.89)	100.97
Net - Dept 900 - LAND ACQUISITION	(150,000.00)	(151,451.89)	1,451.89	
Total - Function Unclassified	64,380.00	(140,170.49)	204,550.49	217.72
Function:				
Dept 445 - DRAINS				
Expenditures				
Account Type: Expenditure				
Unclassified				
101-445-808.000 PROFESSIONAL SERVICES-DRAINS	38,700.00	38,753.99	(53.99)	100.14
Unclassified	38,700.00	38,753.99	(53.99)	100.14
Total Expenditure:	38,700.00	38,753.99	(53.99)	100.14
TOTAL EXPENDITURES	38,700.00	38,753.99	(53.99)	100.14
Net - Dept 445 - DRAINS	(38,700.00)	(38,753.99)	53.99	
Total - Function	(38,700.00)	(38,753.99)	53.99	100.14
TOTAL REVENUES	1,231,900.00	691,428.72	540,471.28	56.13
TOTAL EXPENDITURES	1,206,220.00	870,353.20	335,866.80	72.16
NET OF REVENUES & EXPENDITURES	25,680.00	(178,924.48)	204,604.48	696.75
BEG. FUND BALANCE	2,015,639.71	2,015,639.71		
END FUND BALANCE	2,041,319.71	1,836,715.23		
Fund 203 - MOE RD SPECIAL ASSESSMENT				
Function: Unclassified				
Dept 000 - 675				
Revenues				
Account Type: Revenue				
Unclassified				
203-000-452.000 SPECIAL ASSESSMENTS-MOE RD	0.00	443.30	(443.30)	100.00
Unclassified	0.00	443.30	(443.30)	100.00
Total Revenue:	0.00	443.30	(443.30)	100.00
TOTAL REVENUES	0.00	443.30	(443.30)	100.00
Net - Dept 000 - 675	0.00	443.30	(443.30)	
Total - Function Unclassified	0.00	443.30	(443.30)	100.00
TOTAL REVENUES	0.00	443.30	(443.30)	100.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	0.00	443.30	(443.30)	100.00

BEG. FUND BALANCE	1.35	1.35
END FUND BALANCE	1.35	444.65

Fund 205 - EMERGENCY SERVICES MILLAGE

Function: Unclassified

Dept 000 - 675

Revenues

Account Type: Revenue

Unclassified

205-000-402.000	CURRENT TAX COLLECTION	1,020,000.00	71,965.03	948,034.97	7.06
205-000-412.000	DELINQNT PERSONAL PROP TAXES	50.00	44.69	5.31	89.38
205-000-573.000	PERSONAL PROPERTY TAX REIMBURSEMI	40,100.00	0.00	40,100.00	0.00
205-000-665.000	EARNED INTEREST	100.00	85.67	14.33	85.67
Unclassified		1,060,250.00	72,095.39	988,154.61	6.80

Total Revenue:		1,060,250.00	72,095.39	988,154.61	6.80
----------------	--	--------------	-----------	------------	------

TOTAL REVENUES		1,060,250.00	72,095.39	988,154.61	6.80
----------------	--	--------------	-----------	------------	------

Expenditures

Account Type: Expenditure

Unclassified

205-000-956.200	PRIOR YEAR TAX	50.00	40.72	9.28	81.44
Unclassified		50.00	40.72	9.28	6.80

Total Expenditure:		50.00	40.72	9.28	81.44
--------------------	--	-------	-------	------	-------

TOTAL EXPENDITURES		50.00	40.72	9.28	81.44
--------------------	--	-------	-------	------	-------

Net - Dept 000 - 675		1,060,200.00	72,054.67	988,145.33	
----------------------	--	--------------	-----------	------------	--

Dept 336 - FIRE DEPARTMENT

Expenditures

Account Type: Expenditure

Unclassified

205-336-995.000	TRANSFER TO OTHER FUNDS-FIRE	712,000.00	0.00	712,000.00	0.00
Unclassified		712,000.00	0.00	712,000.00	0.00

Total Expenditure:		712,000.00	0.00	712,000.00	0.00
--------------------	--	------------	------	------------	------

TOTAL EXPENDITURES		712,000.00	0.00	712,000.00	0.00
--------------------	--	------------	------	------------	------

Net - Dept 336 - FIRE DEPARTMENT		(712,000.00)	0.00	(712,000.00)	
----------------------------------	--	--------------	------	--------------	--

Dept 403 - ES CAPITAL PROJECTS

Expenditures

Account Type: Expenditure

Unclassified

205-403-995.000	TRANSFER TO OTHER FUNDS-ES CAPITAL	204,000.00	0.00	204,000.00	0.00
Unclassified		204,000.00	0.00	204,000.00	0.00

Total Expenditure:		204,000.00	0.00	204,000.00	0.00
TOTAL EXPENDITURES		204,000.00	0.00	204,000.00	0.00
Net - Dept 403 - ES CAPITAL PROJECTS		(204,000.00)	0.00	(204,000.00)	
Dept 651 - AMBULANCE					
Expenditures					
Account Type: Expenditure					
Unclassified					
205-651-995.000	TRANSFER TO OTHER FUNDS-AMB	102,000.00	0.00	102,000.00	0.00
Unclassified		102,000.00	0.00	102,000.00	0.00
Total Expenditure:		102,000.00	0.00	102,000.00	0.00
TOTAL EXPENDITURES		102,000.00	0.00	102,000.00	0.00
Net - Dept 651 - AMBULANCE		(102,000.00)	0.00	(102,000.00)	
Total - Function Unclassified		42,200.00	72,054.67	(29,854.67)	170.75
TOTAL REVENUES		1,060,250.00	72,095.39	988,154.61	6.80
TOTAL EXPENDITURES		1,018,050.00	40.72	1,018,009.28	0.00
NET OF REVENUES & EXPENDITURES		42,200.00	72,054.67	(29,854.67)	170.75
BEG. FUND BALANCE		25,805.24	25,805.24		
END FUND BALANCE		68,005.24	97,859.91		
Fund 206 - FIRE DEPT					
Function: Unclassified					
Dept 000 - 675					
Revenues					
Account Type: Revenue					
Unclassified					
206-000-543.000	GRANTS-STATE	8,500.00	18,609.00	(10,109.00)	218.93
206-000-626.000	CHARGE FOR SERVICES	5,000.00	1,165.00	3,835.00	23.30
206-000-632.200	CONTRACT PYMT-IRVING	74,000.00	62,357.50	11,642.50	84.27
206-000-665.000	EARNED INTEREST	10,600.00	11,681.50	(1,081.50)	110.20
206-000-675.000	MISC REVENUE	0.00	586.51	(586.51)	100.00
206-000-675.200	TRAINING	3,000.00	5,438.00	(2,438.00)	181.27
206-000-692.400	FIT TESTING	600.00	0.00	600.00	0.00
Unclassified		101,700.00	99,837.51	1,862.49	12.27
Total Revenue:		101,700.00	99,837.51	1,862.49	98.17
Account Type: Transfers-In					
Unclassified					
206-000-699.000	APPROPRIATION TRANSFER IN	712,000.00	0.00	712,000.00	0.00
Unclassified		712,000.00	0.00	712,000.00	12.27
Total Transfers-In:		712,000.00	0.00	712,000.00	0.00

TOTAL REVENUES		813,700.00	99,837.51	713,862.49	12.27
Net - Dept 000 - 675		813,700.00	99,837.51	713,862.49	
Dept 336 - FIRE DEPARTMENT					
Expenditures					
Account Type: Expenditure					
Unclassified					
206-336-702.000	SALARIES	50,000.00	36,538.76	13,461.24	73.08
206-336-702.100	FIRE ON-CALL	75,000.00	58,492.33	16,507.67	77.99
206-336-702.200	FIRE/AMB OTHER-EMT SHIFTS	0.00	3,297.00	(3,297.00)	100.00
206-336-702.400	FIRE/AMB OVERTIME FULL TIME	21,000.00	13,913.75	7,086.25	66.26
206-336-702.500	FIRE/AMB-FULL TIME MEDICS	227,250.00	163,213.25	64,036.75	71.82
206-336-715.000	FICA/MEDICARE CONTRIBUTION	28,000.00	21,656.17	6,343.83	77.34
206-336-718.000	HEALTH INSURANCE PREMIUM	40,000.00	35,845.15	4,154.85	89.61
206-336-718.100	PYMT IN LIEU OF INSURANCE	11,000.00	7,999.77	3,000.23	72.73
206-336-719.000	PENSION PLAN	13,400.00	6,315.13	7,084.87	47.13
206-336-719.100	PENSION ADMIN EXPENSE	150.00	0.00	150.00	0.00
206-336-730.000	POSTAGE	100.00	0.64	99.36	0.64
206-336-740.000	OFFICE/OPERATING SUPPLIES	8,000.00	8,477.09	(477.09)	105.96
206-336-751.000	GASOLINE AND OIL	5,000.00	5,803.27	(803.27)	116.07
206-336-768.000	UNIFORMS/PROTECTIVE GEARS	35,000.00	37,958.71	(2,958.71)	108.45
206-336-803.000	AUDIT EXPENSE	4,200.00	4,200.00	0.00	100.00
206-336-804.000	PHYSICALS EXAMINATIONS	11,000.00	6,279.69	4,720.31	57.09
206-336-806.000	LICENSES	300.00	0.00	300.00	0.00
206-336-808.000	PROFESSIONAL SERVICES-MISC	13,000.00	14,358.62	(1,358.62)	110.45
206-336-826.000	LEGAL FEES	2,000.00	3,671.00	(1,671.00)	183.55
206-336-850.000	TELEPHONE EXPENSE	1,700.00	1,003.38	696.62	59.02
206-336-880.000	COMMUNITY PROMOTIONS	1,000.00	633.35	366.65	63.34
206-336-905.000	PRINTING AND PUBLISHING	150.00	0.00	150.00	0.00
206-336-910.000	INSURANCE AND BONDS	20,000.00	27,509.35	(7,509.35)	137.55
206-336-910.100	WORKERS' COMP	26,000.00	9,349.42	16,650.58	35.96
206-336-910.200	DISABILITY/LIFE	1,000.00	0.00	1,000.00	0.00
206-336-920.000	UTILITIES	12,000.00	8,273.07	3,726.93	68.94
206-336-930.000	REPAIR & MAINT-GENERAL	30,000.00	11,198.30	18,801.70	37.33
206-336-931.000	REPAIR & MAIN-BLDG/GROUNDS	20,000.00	(2,721.60)	22,721.60	(13.61)
206-336-939.000	REPAIR & MAINT-VEHICLES	25,000.00	13,699.10	11,300.90	54.80
206-336-956.000	MISCELLANEOUS	8,500.00	3,115.05	5,384.95	36.65
206-336-958.000	MEMBERSHIP AND DUES	1,300.00	380.00	920.00	29.23
206-336-960.000	EDUCATION AND TRAINING	10,000.00	3,960.94	6,039.06	39.61
206-336-961.000	EDUCATION & TRAINING-OTHERS	3,000.00	450.00	2,550.00	15.00
206-336-970.000	CAPITAL OUTLAY	28,000.00	12,807.50	15,192.50	45.74
Unclassified		732,050.00	517,678.19	214,371.81	70.72
Total Expenditure:		732,050.00	517,678.19	214,371.81	70.72
TOTAL EXPENDITURES		732,050.00	517,678.19	214,371.81	70.72
Net - Dept 336 - FIRE DEPARTMENT		(732,050.00)	(517,678.19)	(214,371.81)	
Total - Function Unclassified		81,650.00	(417,840.68)	499,490.68	511.75

TOTAL REVENUES	813,700.00	99,837.51	713,862.49	12.27
TOTAL EXPENDITURES	732,050.00	517,678.19	214,371.81	70.72
NET OF REVENUES & EXPENDITURES	81,650.00	(417,840.68)	499,490.68	511.75
BEG. FUND BALANCE	520,401.64	520,401.64		
END FUND BALANCE	602,051.64	102,560.96		

Fund 209 - CEMETERY-SHAW

Function: Unclassified

Dept 000 - 675

Revenues

Account Type: Revenue

Unclassified

209-000-665.000	EARNED INTEREST	50.00	40.28	9.72	80.56
Unclassified		50.00	40.28	9.72	80.56

Total Revenue:		50.00	40.28	9.72	80.56
----------------	--	-------	-------	------	-------

TOTAL REVENUES		50.00	40.28	9.72	80.56
----------------	--	-------	-------	------	-------

Net - Dept 000 - 675		50.00	40.28	9.72	
----------------------	--	-------	-------	------	--

Dept 567 - CEMETERY

Expenditures

Account Type: Expenditure

Unclassified

209-567-970.000	CAPITAL OUTLAY	12,500.00	12,250.00	250.00	98.00
Unclassified		12,500.00	12,250.00	250.00	98.00

Total Expenditure:		12,500.00	12,250.00	250.00	98.00
--------------------	--	-----------	-----------	--------	-------

TOTAL EXPENDITURES		12,500.00	12,250.00	250.00	98.00
--------------------	--	-----------	-----------	--------	-------

Net - Dept 567 - CEMETERY		(12,500.00)	(12,250.00)	(250.00)	
---------------------------	--	-------------	-------------	----------	--

Total - Function Unclassified		(12,450.00)	(12,209.72)	(240.28)	98.07
-------------------------------	--	-------------	-------------	----------	-------

TOTAL REVENUES		50.00	40.28	9.72	80.56
TOTAL EXPENDITURES		12,500.00	12,250.00	250.00	98.00
NET OF REVENUES & EXPENDITURES		(12,450.00)	(12,209.72)	(240.28)	98.07
BEG. FUND BALANCE		54,956.52	54,956.52		
END FUND BALANCE		42,506.52	42,746.80		

Fund 220 - WEED CONTROL ASSESSMENTS

Function: Unclassified

Dept 000 - 675

Revenues

Account Type: Revenue

Unclassified

220-000-454.000	LAKE IMPROV/ASSESSMT	12,400.00	1,674.10	10,725.90	13.50
-----------------	----------------------	-----------	----------	-----------	-------

220-000-665.000	EARNED INTEREST	25.00	19.97	5.03	79.88
Unclassified		12,425.00	1,694.07	10,730.93	13.63
Total Revenue:		12,425.00	1,694.07	10,730.93	13.63
TOTAL REVENUES		12,425.00	1,694.07	10,730.93	13.63
Net - Dept 000 - 675		12,425.00	1,694.07	10,730.93	
Dept 571					
Expenditures					
Account Type: Expenditure					
Unclassified					
220-571-730.000	POSTAGE	500.00	324.99	175.01	65.00
220-571-801.000	WEED CONTROL	15,000.00	15,693.50	(693.50)	104.62
220-571-803.000	AUDIT EXPENSE	275.00	0.00	275.00	0.00
220-571-808.000	PROFESSIONAL SERVICES-MISC	1,000.00	1,769.00	(769.00)	176.90
220-571-905.000	PUBLISHING	0.00	1,980.00	(1,980.00)	100.00
Unclassified		16,775.00	19,767.49	(2,992.49)	117.84
Total Expenditure:		16,775.00	19,767.49	(2,992.49)	117.84
TOTAL EXPENDITURES		16,775.00	19,767.49	(2,992.49)	117.84
Net - Dept 571		(16,775.00)	(19,767.49)	2,992.49	
Total - Function Unclassified		(4,350.00)	(18,073.42)	13,723.42	415.48
TOTAL REVENUES		12,425.00	1,694.07	10,730.93	13.63
TOTAL EXPENDITURES		16,775.00	19,767.49	(2,992.49)	117.84
NET OF REVENUES & EXPENDITURES		(4,350.00)	(18,073.42)	13,723.42	415.48
BEG. FUND BALANCE		31,425.65	31,425.65		
END FUND BALANCE		27,075.65	13,352.23		
Fund 305 - NOFFKE ROAD PAVING - BOND FUND					
Function: Unclassified					
Dept 000 - 675					
Revenues					
Account Type: Revenue					
Unclassified					
305-000-451.000	REVENUE - NOFFKE DR SP ASSESSMENT	48,600.00	12,576.57	36,023.43	25.88
305-000-451.001	SPECIAL ASSESSMENT INTEREST	0.00	5,463.44	(5,463.44)	100.00
305-000-665.000	EARNED INTEREST	50.00	21.55	28.45	43.10
Unclassified		48,650.00	18,061.56	30,588.44	37.13
Total Revenue:		48,650.00	18,061.56	30,588.44	37.13
TOTAL REVENUES		48,650.00	18,061.56	30,588.44	37.13
Net - Dept 000 - 675		48,650.00	18,061.56	30,588.44	

Dept 446 - ROAD IMPROVEMENT

Expenditures

Account Type: Expenditure

Unclassified

305-446-808.000	PROFESSIONAL SERVICES-MISC	1,600.00	565.00	1,035.00	35.31
305-446-826.000	LEGAL FEES	0.00	1,000.00	(1,000.00)	100.00
Unclassified		1,600.00	1,565.00	35.00	97.81
Total Expenditure:		1,600.00	1,565.00	35.00	97.81
TOTAL EXPENDITURES		1,600.00	1,565.00	35.00	97.81
Net - Dept 446 - ROAD IMPROVEMENT		(1,600.00)	(1,565.00)	(35.00)	

Dept 906 - HIGHWAYS

Expenditures

Account Type: Expenditure

Unclassified

305-906-991.000	DEBT SERVICE PRINCIPAL	28,000.00	28,082.61	(82.61)	100.30
305-906-993.000	DEBT SERVICE INTEREST	8,000.00	7,863.13	136.87	98.29
Unclassified		36,000.00	35,945.74	54.26	99.85
Total Expenditure:		36,000.00	35,945.74	54.26	99.85
TOTAL EXPENDITURES		36,000.00	35,945.74	54.26	99.85
Net - Dept 906 - HIGHWAYS		(36,000.00)	(35,945.74)	(54.26)	
Total - Function Unclassified		11,050.00	(19,449.18)	30,499.18	176.01

TOTAL REVENUES	48,650.00	18,061.56	30,588.44	37.13
TOTAL EXPENDITURES	37,600.00	37,510.74	89.26	99.76
NET OF REVENUES & EXPENDITURES	11,050.00	(19,449.18)	30,499.18	176.01
BEG. FUND BALANCE	(43,115.52)	(43,115.52)		
END FUND BALANCE	(32,065.52)	(62,564.70)		

Fund 403 - EMERGENCY SERVICES CAPITAL IMPROVEMENTS

Function: Unclassified

Dept 000 - 675

Revenues

Account Type: Revenue

Unclassified

403-000-543.000	GRANTS-STATE	30,000.00	30,000.00	0.00	100.00
403-000-665.000	EARNED INTEREST	4,200.00	5,729.13	(1,529.13)	136.41
403-000-675.000	MISC REVENUE	2,500.00	2,771.00	(271.00)	110.84
Unclassified		36,700.00	38,500.13	(1,800.13)	105.06
Total Revenue:		36,700.00	38,500.13	(1,800.13)	104.90
TOTAL REVENUES		36,700.00	38,500.13	(1,800.13)	104.90

Expenditures

Account Type: Expenditure

Unclassified

403-000-956.000 MISCELLANEOUS

Unclassified

800.00 784.97 15.03 98.12

800.00 784.97 15.03 105.06

Total Expenditure:

800.00 784.97 15.03 98.12

TOTAL EXPENDITURES

800.00 784.97 15.03 98.12

Net - Dept 000 - 675

35,900.00 37,715.16 (1,815.16)

Dept 205 - ES MILLAGE

Revenues

Account Type: Transfers-In

Unclassified

403-205-675.300 APPROPRIATION TRANSFER IN

Unclassified

204,000.00 0.00 204,000.00 0.00

204,000.00 0.00 204,000.00 0.00

Total Transfers-In:

204,000.00 0.00 204,000.00 0.00

TOTAL REVENUES

204,000.00 0.00 204,000.00 0.00

Net - Dept 205 - ES MILLAGE

204,000.00 0.00 204,000.00

Dept 336 - FIRE DEPARTMENT

Expenditures

Account Type: Expenditure

Unclassified

403-336-970.000 CAPITAL OUTLAY-FIRE

Unclassified

45,000.00 44,043.08 956.92 97.87

45,000.00 44,043.08 956.92 97.87

Total Expenditure:

45,000.00 44,043.08 956.92 97.87

TOTAL EXPENDITURES

45,000.00 44,043.08 956.92 97.87

Net - Dept 336 - FIRE DEPARTMENT

(45,000.00) (44,043.08) (956.92)

Dept 651 - AMBULANCE

Expenditures

Account Type: Expenditure

Unclassified

403-651-970.000 CAPITAL OUTLAY-AMBULANCE

Unclassified

170,000.00 61,116.44 108,883.56 35.95

170,000.00 61,116.44 108,883.56 35.95

Total Expenditure:

170,000.00 61,116.44 108,883.56 35.95

TOTAL EXPENDITURES

170,000.00 61,116.44 108,883.56 35.95

Net - Dept 651 - AMBULANCE		(170,000.00)	(61,116.44)	(108,883.56)	
Total - Function Unclassified		24,900.00	(67,444.36)	92,344.36	270.86
TOTAL REVENUES		240,700.00	38,500.13	202,199.87	16.00
TOTAL EXPENDITURES		215,800.00	105,944.49	109,855.51	49.09
NET OF REVENUES & EXPENDITURES		24,900.00	(67,444.36)	92,344.36	270.86
BEG. FUND BALANCE		342,067.80	342,067.80		
END FUND BALANCE		366,967.80	274,623.44		
Fund 505 - AMBULANCE FUND					
Function: Unclassified					
Dept 000 - 675					
Revenues					
Account Type: Revenue					
Unclassified					
505-000-540.000	MED TRNG	20,000.00	16,473.00	3,527.00	82.37
505-000-543.000	GRANTS-STATE	20,000.00	43,288.00	(23,288.00)	216.44
505-000-626.000	CHARGE FOR SERVICES	1,600,000.00	1,631,771.66	(31,771.66)	101.99
505-000-626.100	INSURANCE/CONTRACT ADJ	(650,000.00)	(823,018.40)	173,018.40	126.62
505-000-628.000	MISC CHARGE FOR SERVICES-AMB XFER	100,000.00	61,959.85	38,040.15	61.96
505-000-632.200	CONTRACT PYMT-IRVING	7,600.00	7,617.00	(17.00)	100.22
505-000-665.000	EARNED INTEREST	7,900.00	11,465.87	(3,565.87)	145.14
505-000-675.000	MISC REVENUE	3,700.00	4,643.51	(943.51)	125.50
Unclassified		1,109,200.00	954,200.49	154,999.51	80.28
Total Revenue:		1,109,200.00	954,200.49	154,999.51	86.03
Account Type: Transfers-In					
Unclassified					
505-000-675.300	APPROPRIATION TRANSFER IN	102,000.00	0.00	102,000.00	0.00
Unclassified		102,000.00	0.00	102,000.00	80.28
Total Transfers-In:		102,000.00	0.00	102,000.00	0.00
Account Type: Other Sources Of Funds					
Unclassified					
505-000-675.100	INSURANCE CLAIMS	0.00	18,166.53	(18,166.53)	100.00
Unclassified		0.00	18,166.53	(18,166.53)	80.28
Total Other Sources Of Funds:		0.00	18,166.53	(18,166.53)	100.00
TOTAL REVENUES		1,211,200.00	972,367.02	238,832.98	80.28
Net - Dept 000 - 675		1,211,200.00	972,367.02	238,832.98	
Dept 651 - AMBULANCE					
Expenditures					
Account Type: Expenditure					
Unclassified					
505-651-702.000	SALARIES	50,000.00	36,868.09	13,131.91	73.74

505-651-702.100	OTHER WAGES	475,000.00	274,322.73	200,677.27	57.75
505-651-702.300	FIRE/AMB OTHER - MEDIC SHIFTS	0.00	3,968.25	(3,968.25)	100.00
505-651-702.400	FIRE/AMB OVERTIME FULL TIME	20,500.00	13,912.83	6,587.17	67.87
505-651-702.500	FIRE/AMB OTHER-FULL TIME MEDICS	227,250.00	163,208.49	64,041.51	71.82
505-651-715.000	FICA/MEDICARE CONTRIBUTION	50,000.00	38,240.41	11,759.59	76.48
505-651-718.000	HEALTH INSURANCE PREMIUM	40,000.00	35,845.53	4,154.47	89.61
505-651-718.100	PYMT IN LIEU OF INSURANCE	12,000.00	8,000.23	3,999.77	66.67
505-651-719.000	PENSION PLAN	13,400.00	6,295.70	7,104.30	46.98
505-651-730.000	POSTAGE	100.00	1.28	98.72	1.28
505-651-740.000	OFFICE/OPERATING SUPPLIES	8,000.00	5,375.63	2,624.37	67.20
505-651-741.000	AMB OPERATING	40,000.00	30,682.00	9,318.00	76.71
505-651-751.000	GASOLINE AND OIL	50,000.00	28,104.22	21,895.78	56.21
505-651-768.000	UNIFORMS/PROTECTIVE GEARS	8,000.00	2,941.06	5,058.94	36.76
505-651-803.000	AUDIT EXPENSE	4,200.00	4,200.00	0.00	100.00
505-651-804.000	PHYSICALS EXAMINATIONS	2,000.00	1,157.98	842.02	57.90
505-651-806.000	LICENSES	300.00	13.27	286.73	4.42
505-651-808.000	PROFESSIONAL SERVICES-MISC	23,000.00	16,929.98	6,070.02	73.61
505-651-808.600	MEDICAL MANAGEMENT BILLING FEES	60,000.00	45,834.99	14,165.01	76.39
505-651-826.000	LEGAL FEES	1,800.00	1,851.00	(51.00)	102.83
505-651-850.000	TELEPHONE EXPENSE	2,600.00	2,283.38	316.62	87.82
505-651-880.000	COMMUNITY PROMOTIONS	750.00	120.00	630.00	16.00
505-651-905.000	PUBLISHING	200.00	0.00	200.00	0.00
505-651-910.000	INSURANCE AND BONDS	18,100.00	17,882.62	217.38	98.80
505-651-910.100	WORKERS' COMP	26,000.00	15,090.30	10,909.70	58.04
505-651-910.200	DISABILITY/LIFE	1,000.00	0.00	1,000.00	0.00
505-651-920.000	UTILITIES	12,000.00	8,274.90	3,725.10	68.96
505-651-930.000	REPAIR & MAINT-GENERAL	12,000.00	4,799.87	7,200.13	40.00
505-651-931.000	REPAIR & MAIN-BLDG/GROUNDS	15,000.00	(3,783.09)	18,783.09	(25.22)
505-651-939.000	REPAIR & MAINT-VEHICLES	20,000.00	21,734.22	(1,734.22)	108.67
505-651-955.000	BAD DEBTS	30,500.00	715.46	29,784.54	2.35
505-651-956.000	MISCELLANEOUS	800.00	0.00	800.00	0.00
505-651-958.000	MEMBERSHIP AND DUES	1,200.00	440.00	760.00	36.67
505-651-960.000	EDUCATION AND TRAINING	7,000.00	16,734.67	(9,734.67)	239.07
505-651-961.000	EDUCATION & TRAINING-OTHERS	20,000.00	14,246.25	5,753.75	71.23
505-651-970.000	CAPITAL OUTLAY	0.00	9,807.50	(9,807.50)	100.00
Unclassified		1,252,700.00	826,099.75	426,600.25	65.95
Total Expenditure:		1,252,700.00	826,099.75	426,600.25	65.95
TOTAL EXPENDITURES		1,252,700.00	826,099.75	426,600.25	65.95
Net - Dept 651 - AMBULANCE		(1,252,700.00)	(826,099.75)	(426,600.25)	
Total - Function Unclassified		(41,500.00)	146,267.27	(187,767.27)	352.45
TOTAL REVENUES		1,211,200.00	972,367.02	238,832.98	80.28
TOTAL EXPENDITURES		1,252,700.00	826,099.75	426,600.25	65.95
NET OF REVENUES & EXPENDITURES		(41,500.00)	146,267.27	(187,767.27)	352.45
BEG. FUND BALANCE		1,425,005.52	1,425,005.52		
END FUND BALANCE		1,383,505.52	1,571,272.79		

Fund 590 - SEWER FUND

Function: Unclassified

Dept 000 - 675

Revenues

Account Type: Revenue

Unclassified

590-000-626.000	CHARGE FOR SERVICES	148,000.00	106,750.00	41,250.00	72.13
590-000-626.500	SEWER BOND FEES	85,900.00	61,915.00	23,985.00	72.08
590-000-665.000	EARNED INTEREST	400.00	216.60	183.40	54.15
590-000-668.000	PENALTY/INTEREST ON LATE PYMTS	500.00	510.00	(10.00)	102.00
Unclassified		234,800.00	169,391.60	65,408.40	72.14

Total Revenue:		234,800.00	169,391.60	65,408.40	72.14
----------------	--	------------	------------	-----------	-------

TOTAL REVENUES		234,800.00	169,391.60	65,408.40	72.14
----------------	--	------------	------------	-----------	-------

Net - Dept 000 - 675		234,800.00	169,391.60	65,408.40	
----------------------	--	------------	------------	-----------	--

Dept 536

Expenditures

Account Type: Expenditure

Unclassified

590-536-702.000	SAL / OPER CONTRACT	16,450.00	10,968.00	5,482.00	66.67
590-536-702.100	OTHER WAGES	400.00	2,271.40	(1,871.40)	567.85
590-536-715.000	FICA/MEDICARE CONTRIBUTION	25.00	35.72	(10.72)	142.88
590-536-719.000	PENSION PLAN	25.00	0.00	25.00	0.00
590-536-740.000	OFFICE/OPERATING SUPPLIES	400.00	502.06	(102.06)	125.52
590-536-740.100	OPERATING SUPPLIES-PUMPS/EQUIPMT	12,500.00	8,178.00	4,322.00	65.42
590-536-740.200	OPERATING SUPPLIES-SEPTIC COMPNT	1,000.00	0.00	1,000.00	0.00
590-536-743.000	LAB EXPENSE	6,500.00	8,060.02	(1,560.02)	124.00
590-536-803.000	AUDIT EXPENSE	1,500.00	800.00	700.00	53.33
590-536-808.000	PROFESSIONAL SERVICES-ALUM/PHOSP	10,500.00	7,757.50	2,742.50	73.88
590-536-808.100	PROF SERVICES/COLLECTION SYSTEM M	30,000.00	16,056.66	13,943.34	53.52
590-536-808.200	COLLECTION SYSTEM-PUMPING TANKS	35,000.00	25,249.13	9,750.87	72.14
590-536-808.300	COLLECTION SYSTEM-ELECTRICAL	10,000.00	0.00	10,000.00	0.00
590-536-808.400	PROF SERV LAGOON ENGINEERING	500.00	0.00	500.00	0.00
590-536-826.000	LEGAL FEES	2,000.00	1,010.00	990.00	50.50
590-536-910.000	INSURANCE AND BONDS	2,000.00	1,675.18	324.82	83.76
590-536-920.000	UTILITIES	13,000.00	8,164.82	4,835.18	62.81
590-536-930.000	REPAIR & MAINT-GENERAL	10,000.00	15,906.79	(5,906.79)	159.07
590-536-930.100	REPAIR & MAINT-WC/DUCK WEED/PLM	4,500.00	2,200.00	2,300.00	48.89
590-536-931.000	REPAIR & MAIN-BLDG/GROUNDS/MOWIN	5,000.00	1,665.00	3,335.00	33.30
590-536-956.000	ANNUAL FEES MISC	500.00	1,991.11	(1,491.11)	398.22
590-536-991.000	DEBT SERVICE PRINCIPAL	40,000.00	0.00	40,000.00	0.00
590-536-993.000	INTEREST PAID	26,300.00	12,796.80	13,503.20	48.66
Unclassified		228,100.00	125,288.19	102,811.81	54.93

Total Expenditure:		228,100.00	125,288.19	102,811.81	54.93
--------------------	--	------------	------------	------------	-------

TOTAL EXPENDITURES		228,100.00	125,288.19	102,811.81	54.93
--------------------	--	------------	------------	------------	-------

Net - Dept 536		(228,100.00)	(125,288.19)	(102,811.81)	
----------------	--	--------------	--------------	--------------	--

Total - Function Unclassified		6,700.00	44,103.41	(37,403.41)	658.26
-------------------------------	--	----------	-----------	-------------	--------

TOTAL REVENUES	234,800.00	169,391.60	65,408.40	72.14
TOTAL EXPENDITURES	228,100.00	125,288.19	102,811.81	54.93
NET OF REVENUES & EXPENDITURES	6,700.00	44,103.41	(37,403.41)	658.26
BEG. FUND BALANCE	525,293.73	525,293.73		
END FUND BALANCE	531,993.73	569,397.14		

Fund 701 - TRUST & AGENCY FUND

Function: Unclassified

Dept 000 - 675

Revenues

Account Type: Revenue

Unclassified

701-000-665.000	EARNED INTEREST	(50.00)	(66.46)	16.46	132.92
Unclassified		(50.00)	(66.46)	16.46	132.92

Total Revenue:	(50.00)	(66.46)	16.46	132.92
----------------	---------	---------	-------	--------

TOTAL REVENUES	(50.00)	(66.46)	16.46	132.92
----------------	---------	---------	-------	--------

Net - Dept 000 - 675	(50.00)	(66.46)	16.46	
----------------------	---------	---------	-------	--

Total - Function Unclassified	(50.00)	(66.46)	16.46	132.92
-------------------------------	---------	---------	-------	--------

TOTAL REVENUES	(50.00)	(66.46)	16.46	132.92
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	(50.00)	(66.46)	16.46	132.92
BEG. FUND BALANCE				
END FUND BALANCE	(50.00)	(66.46)		

TOTAL REVENUES - ALL FUNDS	4,853,625.00	2,063,793.12	2,789,831.88	42.52
TOTAL EXPENDITURES - ALL FUNDS	4,719,795.00	2,514,932.77	2,204,862.23	53.28
NET OF REVENUES & EXPENDITURES	133,830.00	(451,139.65)	584,969.65	337.10
BEG. FUND BALANCE - ALL FUNDS	4,897,481.64	4,897,481.64		
END FUND BALANCE - ALL FUNDS	5,031,311.64	4,446,341.99		

INVOICE GL DISTRIBUTION REPORT FOR THORNAPPLE TOWNSHIP
EXP CHECK RUN DATES 12/05/2024 - 01/08/2025
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount	Check #
Fund 101 GENERAL FUND					
Dept 103 TOWNSHIP BOARD					
101-103-956.000	MISCELLANEOUS	FNBO	CC STATEMENT 12/1/24 TO 12/31/24	167.17	26266
101-103-960.000	EDUCATION AND TRAINING	FNBO	CC STATEMENT 11/1/24 TO 11/30/24	244.50	26224
		Total For Dept 103 TOWNSHIP BOARD		411.67	
Dept 171 SUPERVISOR					
101-171-718.000	HEALTH INSURANCE PREMIUM	GUARDIAN	1/1/25 TO 1/31/25 INSURANCE CO	162.01	26226
101-171-718.000	HEALTH INSURANCE PREMIUM	PRIORITY HEALTH	HEALTH COVERAGE 01/01/25 TO 0	2,848.88	26237
101-171-861.000	MILEAGE REIMBURSEMENT	DAVID STANTON	MILEAGE REIMBURSEMENT	88.44	26262
		Total For Dept 171 SUPERVISOR		3,099.33	
Dept 215 CLERK					
101-215-718.000	HEALTH INSURANCE PREMIUM	GUARDIAN	1/1/25 TO 1/31/25 INSURANCE CO	129.05	26226
101-215-718.000	HEALTH INSURANCE PREMIUM	PRIORITY HEALTH	HEALTH COVERAGE 01/01/25 TO 0	2,357.70	26237
		Total For Dept 215 CLERK		2,486.75	
Dept 247 BOARD OF REVIEW					
101-247-956.000	MISCELLANEOUS	FNBO	CC STATEMENT 12/1/24 TO 12/31/24	24.90	26266
		Total For Dept 247 BOARD OF REVIEW		24.90	
Dept 253 TREASURER					
101-253-861.000	MILEAGE REIMBURSEMENT	DENISE PIERING	MILEAGE	52.26	26222
101-253-960.000	EDUCATION AND TRAINING	FNBO	CC STATEMENT 11/1/24 TO 11/30/24	(6.36)	26224
101-253-960.000	EDUCATION AND TRAINING	MICHIGAN MUNICIPAL TREASURER	2025 WINTER WORKSHOP	199.00	26273
		Total For Dept 253 TREASURER		244.90	

Dept 257 ASSESSOR

101-257-808.000	PROFESSIONAL SERVICES-MISC	DANIEL R. SCHEUERMAN, ASSESSOR MONTHLY CONTRACT - DECEMBER 2024	5,287.50	26260
Total For Dept 257 ASSESSOR			5,287.50	

Dept 262 ELECTIONS

101-262-740.000	OFFICE/OPERATING SUPPLIES	FNBO	CC STATEMENT 11/1/24 TO 11/30/24	165.83	26224
101-262-740.000	OFFICE/OPERATING SUPPLIES	ELECTION SOURCE	ELECTION TABULATOR SUPPLIES/SE	2,818.00	26265
101-262-956.000	MISCELLANEOUS	FNBO	CC STATEMENT 11/1/24 TO 11/30/24	162.40	26224
Total For Dept 262 ELECTIONS			3,146.23		

Dept 265 TOWNSHIP HALL

101-265-808.000	PROFESSIONAL SERVICES	SPARKLING SOLUTIONS	5 WEEKLY OFFICE CLEANINGS	500.00	26281
101-265-920.000	UTILITIES-TWP HALL	CONSUMERS ENERGY	ELECTRIC TWP HALL 12/30/24 TO 1	316.93	26221
101-265-930.000	REPAIR & MAINT/ BLDG & GRNDS	LYDY ELECTRICAL SERVICES, LLC.	BASEMENT EXIT SIGN	227.50	26271
101-265-930.000	REPAIR & MAINT/ BLDG & GRNDS	NTA PROPERTY MANAGEMENT, LLC	SNOW PLOWING/SALTING	470.00	26276
Total For Dept 265 TOWNSHIP HALL			1,514.43		

Dept 271 ADMINISTRATION

101-271-730.000	POSTAGE	FNBO	CC STATEMENT 11/1/24 TO 11/30/24	29.32	26224
101-271-730.000	POSTAGE	KCI	POSTAGE - WINTER TAX BILLS	17.81	26230
101-271-740.000	OFFICE/OPERATING SUPPLIES	FNBO	CC STATEMENT 11/1/24 TO 11/30/24	675.30	26224
101-271-740.000	OFFICE/OPERATING SUPPLIES	DATA GUARDIAN	CONTAINER FEE - 128 HIGH STREET	10.00	26261
101-271-740.000	OFFICE/OPERATING SUPPLIES	FNBO	CC STATEMENT 12/1/24 TO 12/31/24	183.68	26266
101-271-740.000	OFFICE/OPERATING SUPPLIES	INTEGRITY BUSINESS SOLUTIONS	WINDOW ENVELOPES WITH IMPRINT	189.99	26269
101-271-740.000	OFFICE/OPERATING SUPPLIES	SHORELINE TECHNOLOGY SOLUTIONS	WORKSTATION MAINTENANCE	1,139.00	26280
101-271-808.000	PROFESSIONAL SERVICES-MISC	PIXELVINE	ANNUAL RENEWAL-BACKUPS/UPDATES	1,080.00	26236
101-271-808.000	PROFESSIONAL SERVICES-MISC	SHORELINE TECHNOLOGY SOLUTIONS	DECEMBER 2024 IT SERVICE	1,750.00	26280
101-271-850.000	TELEPHONE EXPENSE	AT & T	11/25/24 - 12/24/24 1G INTERNET SERVICE	184.97	26217
101-271-850.000	TELEPHONE EXPENSE	AT & T	12/25/24 TO 01/24/24 1G INTERNET SERVICE	194.96	26253
101-271-850.000	TELEPHONE EXPENSE	IVSCOMM INC.	DECEMBER 2024 - MINUTE PLAN	80.00	26270
101-271-850.000	TELEPHONE EXPENSE	VERIZON WIRELESS	CELL PHONE SERVICE 11/20/24 TO 12/31/24	203.24	26286
101-271-880.000	COMMUNITY PROMOTIONS	THORNAPPLE AREA PARKS & RECREATION	2024 TAPRC ANNUAL ENTITY CONTRIBUTION	4,500.00	26283
101-271-905.000	PUBLISHING	VIEW NEWSPAPER GROUP	PUBLICATION DUNCAN LINK WEEDING	38.40	26248
101-271-956.300	PRIOR YEAR TAX ADMIN FEES	BARRY COUNTY TREASURER	TAX REFUND - PP# 08-41-022-150-000	43.77	26218

101-271-956.300	PRIOR YEAR TAX ADMIN FEES	BARRY COUNTY TREASURER	TAX REFUND PP#08-41-022-010-7C	4.98	26218
101-271-956.300	PRIOR YEAR TAX ADMIN FEES	BARRY COUNTY TREASURER	REFUND - AG EXEMPTION - PARCEI	29.31	26254
101-271-960.000	EDUCATION AND TRAINING	BS&A SOFTWARE	WEBINAR - BS&A YEAR END PROCE	200.00	26256
101-271-960.000	EDUCATION AND TRAINING	FNBO	CC STATEMENT 12/1/24 TO 12/31/2	199.95	26266
101-271-979.000	EQUIPMENT - LEASED	GREAT AMERICA FINANCIAL SERVI	COPIERS & PRINTERS 11/10/24 TO	505.97	26225
Total For Dept 271 ADMINISTRATION				11,260.65	

Dept 448 STREETLIGHTING

101-448-920.200	OTHER STREET LIGHTING	CONSUMERS ENERGY	STREET LIGHTS 11/1/24 TO 11/25/2	218.38	26221
101-448-920.200	OTHER STREET LIGHTING	CONSUMERS ENERGY	LED STREET LIGHTS 11/1/24 TO 11/	171.39	26221
101-448-920.200	OTHER STREET LIGHTING	CONSUMERS ENERGY	LED STREET LIGHTS 12/1/24 TO 12/	171.37	26259
101-448-920.200	OTHER STREET LIGHTING	CONSUMERS ENERGY	STREET LIGHTS 12/1/24 TO 12/31/2	219.70	26259
101-448-920.300	UTILITIES / HILLTOP	CONSUMERS ENERGY	STREET LIGHTS 11/1/24 TO 11/25/2	194.71	26221
101-448-920.300	UTILITIES / HILLTOP	CONSUMERS ENERGY	LED STREET LIGHTS 11/1/24 TO 11/	38.46	26221
101-448-920.300	UTILITIES / HILLTOP	CONSUMERS ENERGY	LED STREET LIGHTS 12/1/24 TO 12/	38.45	26259
101-448-920.300	UTILITIES / HILLTOP	CONSUMERS ENERGY	STREET LIGHTS 12/1/24 TO 12/31/2	195.92	26259
Total For Dept 448 STREETLIGHTING				1,248.38	

Dept 567 CEMETERY

101-567-808.000	PROFESSIONAL SERVICES-MISC	WICKHAM CEMETERY CARE, LLC.	NOVEMBER CEMETERY CONTRACT	2,233.33	26250
101-567-808.000	PROFESSIONAL SERVICES-MISC	WICKHAM CEMETERY CARE, LLC.	DECEMBER 2024 CEMETERY CONT	2,233.33	26289
101-567-808.100	OPEN/CLOSING FEES - NIEDER	WICKHAM CEMETERY CARE, LLC.	NOVEMBER CEMETERY CONTRACT	1,400.00	26250
Total For Dept 567 CEMETERY				5,866.66	

Total For Fund 101 GENERAL FUND

34,591.40

Fund 206 FIRE DEPT

Dept 336 FIRE DEPARTMENT

206-336-718.000	HEALTH INSURANCE PREMIUM	GUARDIAN	1/1/25 TO 1/31/25 INSURANCE CO	346.67	26226
206-336-718.000	HEALTH INSURANCE PREMIUM	PRIORITY HEALTH	HEALTH COVERAGE 01/01/25 TO 0	4,273.32	26237
206-336-740.000	OFFICE/OPERATING SUPPLIES	FNBO	CC STATEMENT 11/1/24 TO 11/30/2	316.27	26224
206-336-740.000	OFFICE/OPERATING SUPPLIES	MAYNARD'S WATER CONDITIONIN	SALT QTY 12 - 40 LBS PU	49.80	26231
206-336-740.000	OFFICE/OPERATING SUPPLIES	STATE INDUSTRIAL PRODUCTS	DISINFECTANT BATH CLEANER & C	175.95	26243
206-336-740.000	OFFICE/OPERATING SUPPLIES	FNBO	CC STATEMENT 12/1/24 TO 12/31/2	46.79	26266

206-336-740.000	OFFICE/OPERATING SUPPLIES	IVSCOMM INC.	DECEMBER 2024 - MINUTE PLAN	40.00	26270
206-336-751.000	GASOLINE AND OIL	MIDDLEVILLE PARTS PLUS	FUEL 50:1 PREMIX	13.46	26274
206-336-751.000	GASOLINE AND OIL	WEX BANK	FUEL 12/01/2024 TO 12/31/24	876.01	26288
206-336-768.000	UNIFORMS/PROTECTIVE GEARS	DINGES FIRE COMPANY	FIRE HELMET/NOSE PIECES	424.48	26223
206-336-768.000	UNIFORMS/PROTECTIVE GEARS	NYE UNIFORM	NAME/LOGO EMBROIDERY - DEVIN	50.31	26233
206-336-768.000	UNIFORMS/PROTECTIVE GEARS	DINGES FIRE COMPANY	DECAL/CUT OUT	100.43	26263
206-336-808.000	PROFESSIONAL SERVICES-MISC	CHARTER COMMUNICATIONS	128 HIGH ST-TV/INTERNET/VOICE :	44.12	26220
206-336-808.000	PROFESSIONAL SERVICES-MISC	QUALITY AIR	REPAIR/LABOR	107.00	26239
206-336-808.000	PROFESSIONAL SERVICES-MISC	QUALITY AIR	STRAINER	145.67	26239
206-336-808.000	PROFESSIONAL SERVICES-MISC	QUALITY AIR	DECEMBER 2024 MAINTENCE AGR	194.79	26279
206-336-808.000	PROFESSIONAL SERVICES-MISC	SHORELINE TECHNOLOGY SOLUTI	DECEMBER 2024 IT SERVICE	875.00	26280
206-336-850.000	TELEPHONE EXPENSE	CHARTER COMMUNICATIONS	128 HIGH ST-TV/INTERNET/VOICE :	49.99	26220
206-336-850.000	TELEPHONE EXPENSE	IVSCOMM INC.	NOVEMBER 2024 - MINUTE PLAN	80.00	26227
206-336-850.000	TELEPHONE EXPENSE	VERIZON WIRELESS	CELL PHONE SERVICE 11/20/24 TC	25.40	26286
206-336-920.000	UTILITIES	CHARTER COMMUNICATIONS	128 HIGH ST-TV/INTERNET/VOICE :	64.99	26220
206-336-920.000	UTILITIES	CONSUMERS ENERGY	NATURAL GAS - 128 HIGH STREET 1	615.35	26221
206-336-920.000	UTILITIES	CONSUMERS ENERGY	ELECTRIC - 128 HIGH STREET 10/29	616.50	26221
206-336-920.000	UTILITIES	CONSUMERS ENERGY	NATURAL GAS - 128 HIGH STREET 1	944.49	26259
206-336-920.000	UTILITIES	CONSUMERS ENERGY	ELECTRIC - 128 HIGH STREET 12/2/	624.93	26259
206-336-930.000	REPAIR & MAINT-GENERAL	FNBO	CC STATEMENT 11/1/24 TO 11/30/2	13.03	26224
206-336-930.000	REPAIR & MAINT-GENERAL	WEST SHORE FIRE, INC	AIR COMPRESSOR REPAIR/AIR TES	425.00	26249
206-336-930.000	REPAIR & MAINT-GENERAL	WEST SHORE FIRE, INC	CHECK VALVE INSTALLATION/LABO	538.75	26287
206-336-931.000	REPAIR & MAIN-BLDG/GROUNDS	JIM'S PICKUP SERVICE	TES WASTE DISPOSAL	22.50	26228
206-336-931.000	REPAIR & MAIN-BLDG/GROUNDS	RIVERSIDE INTEGRATED SYSTEMS,	ANNUAL INSPECTION FIRE ALARM	301.50	26240
206-336-931.000	REPAIR & MAIN-BLDG/GROUNDS	ROSE PEST SOLUTIONS	NOVEMBER 2024 PEST CONTROL	41.00	26241
206-336-931.000	REPAIR & MAIN-BLDG/GROUNDS	ZYLSTRA DOOR	INSPECTION/SERVICE OF FIRE BAR	108.75	26252
206-336-931.000	REPAIR & MAIN-BLDG/GROUNDS	HASTINGS AIR-ENERGY CONTROL,	REPAIR/EXTENSION OF REAR AMBL	276.29	26268
206-336-931.000	REPAIR & MAIN-BLDG/GROUNDS	NTA PROPERTY MANAGEMENT, LLC	SNOW PLOWING/SALTING	425.00	26276
206-336-931.000	REPAIR & MAIN-BLDG/GROUNDS	TRANE US INC.	SERVICE AGREEMENT	1,508.50	26285
206-336-939.000	REPAIR & MAINT-VEHICLES	WONDERLAND TIRE COMPANY	TANKER 54 & ENGINE 51 - ROTATE/	809.09	26251
206-336-939.000	REPAIR & MAINT-VEHICLES	MIDDLEVILLE PARTS PLUS	GREASE GUN	22.84	26274
206-336-939.000	REPAIR & MAINT-VEHICLES	WONDERLAND TIRE COMPANY	ENGINE 51 - 2 NEW TIRES/INSTALL	1,144.55	26290
206-336-939.000	REPAIR & MAINT-VEHICLES	WONDERLAND TIRE COMPANY	ENGINE 51 TIRE	298.10	26290
206-336-956.000	MISCELLANEOUS	CALEDONIA VILLAGE ACE HARDW/	CHAIN SAW SHARPENING	8.00	26257

206-336-958.000	MEMBERSHIP AND DUES	STATE OF MICHIGAN	MI-DEAL MEMBERSHIP	90.00	26282
206-336-961.000	EDUCATION & TRAINING-OTHERS	STATE OF MICHIGAN - STATE POLIC	FIRE SCHOOL REGISTRATION FEE -	700.00	26246
		Total For Dept 336 FIRE DEPARTMENT		17,834.62	
		Total For Fund 206 FIRE DEPT		17,834.62	
Fund 220 WEED CONTROL ASSESSMENTS					
Dept 571					
220-571-808.000	PROFESSIONAL SERVICES-MISC	BLOOM SLUGGETT, PC	LEGAL - DUNCAN LAKE WEED CON	242.00	26219
220-571-905.000	PUBLISHING	VIEW NEWSPAPER GROUP	PUBLICATION DUNCAN LK WEED/M	495.00	26248
		Total For Dept 571		737.00	
		Total For Fund 220 WEED CONTROL ASSESSMENTS		737.00	
Fund 505 AMBULANCE FUND					
Dept 000 675					
505-000-040.200	COLLECTIONS RECEIVABLE-ARBO	ARBOR PROFESSIONAL SOLUTION	DEBT RECOVERY	43.50	26216
		Total For Dept 000 675		43.50	
Dept 651 AMBULANCE					
505-651-718.000	HEALTH INSURANCE PREMIUM	GUARDIAN	1/1/25 TO 1/31/25 INSURANCE CO	346.67	26226
505-651-718.000	HEALTH INSURANCE PREMIUM	PRIORITY HEALTH	HEALTH COVERAGE 01/01/25 TO 0	4,273.32	26237
505-651-740.000	OFFICE/OPERATING SUPPLIES	FNBO	CC STATEMENT 11/1/24 TO 11/30/2	273.85	26224
505-651-740.000	OFFICE/OPERATING SUPPLIES	MAYNARD'S WATER CONDITIONING	SALT QTY 12 - 40 LBS PU	49.80	26231
505-651-740.000	OFFICE/OPERATING SUPPLIES	STATE INDUSTRIAL PRODUCTS	DISINFECTANT BATH CLEANER & C	175.94	26243
505-651-740.000	OFFICE/OPERATING SUPPLIES	FNBO	CC STATEMENT 12/1/24 TO 12/31/2	46.79	26266
505-651-740.000	OFFICE/OPERATING SUPPLIES	IVSCOMM INC.	DECEMBER 2024 - MINUTE PLAN	40.00	26270
505-651-741.000	AMB OPERATING	PENN CARE, INC.	AMBULANCE SUPPLIES	53.90	26235
505-651-741.000	AMB OPERATING	PURITY CYLINDER GASES INC	OXYGEN	124.81	26238
505-651-741.000	AMB OPERATING	PURITY CYLINDER GASES INC	OXYGEN	86.67	26238
505-651-741.000	AMB OPERATING	STATE OF MICHIGAN - MDHHS	AMBULANCE QUALITY ASSURANCE	1,050.43	26245
505-651-741.000	AMB OPERATING	PENN CARE, INC.	AMBULANCE SUPPLIES	425.88	26277
505-651-741.000	AMB OPERATING	PENN CARE, INC.	AMBULANCE SUPPLIES	283.20	26277
505-651-741.000	AMB OPERATING	PURITY CYLINDER GASES INC	OXYGEN	165.67	26278

505-651-741.000	AMB OPERATING	PURITY CYLINDER GASES INC	OXYGEN	36.00	26278
505-651-741.000	AMB OPERATING	PURITY CYLINDER GASES INC	QUARTERLY CYLINDER RENTAL & M	195.75	26278
505-651-741.000	AMB OPERATING	PURITY CYLINDER GASES INC	OXYGEN	82.95	26278
505-651-741.000	AMB OPERATING	ZOLL MEDICAL CORPORATION	LIFEBAND 3 PACK	501.76	26291
505-651-751.000	GASOLINE AND OIL	WEX BANK	FUEL 12/01/2024 TO 12/31/24	2,810.90	26288
505-651-768.000	UNIFORMS/PROTECTIVE GEARS	NYE UNIFORM	NAME/LOGO EMBROIDERY - DEVIN	50.32	26233
505-651-806.000	LICENSES	FNBO	CC STATEMENT 11/1/24 TO 11/30/24	(200.00)	26224
505-651-808.000	PROFESSIONAL SERVICES-MISC	CHARTER COMMUNICATIONS	128 HIGH ST-TV/INTERNET/VOICE :	44.12	26220
505-651-808.000	PROFESSIONAL SERVICES-MISC	QUALITY AIR	REPAIR/LABOR	107.00	26239
505-651-808.000	PROFESSIONAL SERVICES-MISC	QUALITY AIR	STRAINER	145.67	26239
505-651-808.000	PROFESSIONAL SERVICES-MISC	QUALITY AIR	DECEMBER 2024 MAINTENCE AGR	194.79	26279
505-651-808.000	PROFESSIONAL SERVICES-MISC	SHORELINE TECHNOLOGY SOLUTI	DECEMBER 2024 IT SERVICE	875.00	26280
505-651-808.600	MEDICAL MANAGEMENT BILLING F	MEDICAL MANAGEMENT SYSTEMS	NOVEMBER 2024 AMB BILLING FEE	5,033.01	26232
505-651-808.600	MEDICAL MANAGEMENT BILLING F	MEDICAL MANAGEMENT SYSTEMS	DECEMBER 2024 AMB BILLING FEE	6,471.24	26272
505-651-850.000	TELEPHONE EXPENSE	CHARTER COMMUNICATIONS	128 HIGH ST-TV/INTERNET/VOICE :	49.99	26220
505-651-850.000	TELEPHONE EXPENSE	IVSCOMM INC.	NOVEMBER 2024 - MINUTE PLAN	80.00	26227
505-651-850.000	TELEPHONE EXPENSE	VERIZON WIRELESS	CELL PHONE SERVICE 11/20/24 TC	167.72	26286
505-651-920.000	UTILITIES	CHARTER COMMUNICATIONS	128 HIGH ST-TV/INTERNET/VOICE :	64.99	26220
505-651-920.000	UTILITIES	CONSUMERS ENERGY	NATURAL GAS - 128 HIGH STREET 1	615.35	26221
505-651-920.000	UTILITIES	CONSUMERS ENERGY	ELECTRIC - 128 HIGH STREET 10/24	616.49	26221
505-651-920.000	UTILITIES	CONSUMERS ENERGY	NATURAL GAS - 128 HIGH STREET 1	944.50	26259
505-651-920.000	UTILITIES	CONSUMERS ENERGY	ELECTRIC - 128 HIGH STREET 12/24	624.93	26259
505-651-930.000	REPAIR & MAINT-GENERAL	FNBO	CC STATEMENT 11/1/24 TO 11/30/24	13.02	26224
505-651-931.000	REPAIR & MAIN-BLDG/GROUNDS	JIM'S PICKUP SERVICE	TTES WASTE DISPOSAL	22.50	26228
505-651-931.000	REPAIR & MAIN-BLDG/GROUNDS	RIVERSIDE INTEGRATED SYSTEMS,	ANNUAL INSPECTION FIRE ALARM	301.50	26240
505-651-931.000	REPAIR & MAIN-BLDG/GROUNDS	ROSE PEST SOLUTIONS	NOVEMBER 2024 PEST CONTROL	41.00	26241
505-651-931.000	REPAIR & MAIN-BLDG/GROUNDS	ZYLSTRA DOOR	INSPECTION/SERVICE OF FIRE BAR	108.75	26252
505-651-931.000	REPAIR & MAIN-BLDG/GROUNDS	HASTINGS AIR-ENERGY CONTROL,	REPAIR/EXTENSION OF REAR AMBL	276.28	26268
505-651-931.000	REPAIR & MAIN-BLDG/GROUNDS	NTA PROPERTY MANAGEMENT, LLC	SNOW PLOWING/SALTING	425.00	26276
505-651-931.000	REPAIR & MAIN-BLDG/GROUNDS	TRANE US INC.	SERVICE AGREEMENT	1,508.50	26285
505-651-939.000	REPAIR & MAINT-VEHICLES	SPEED WRENCH INC.	UNIT 53 REPAIRS	7,516.90	26242
505-651-939.000	REPAIR & MAINT-VEHICLES	TIRES 2000	AMBULANCE 51 OIL CHANGE	94.97	26247
505-651-939.000	REPAIR & MAINT-VEHICLES	TIRES 2000	BRAVO 54 TIRE ROTATION	36.00	26247
505-651-939.000	REPAIR & MAINT-VEHICLES	COMPLETE AUTO GLASS	BRAVO 53 WINDSHIELD	285.58	26258

505-651-939.000	REPAIR & MAINT-VEHICLES	ED KOEHN FORD OF WAYLAND, IN	M51D - AIR CONDITIONING & THRC	1,104.94	26264
505-651-939.000	REPAIR & MAINT-VEHICLES	GRAND VALLEY TOWING LLC	BRAVO 53 TOWING	546.00	26267
505-651-939.000	REPAIR & MAINT-VEHICLES	TIRES 2000	AMBULANCE 53 OIL CHANGE	94.97	26284
505-651-939.000	REPAIR & MAINT-VEHICLES	TIRES 2000	AMBULANCE 54 OIL CHANGE	112.14	26284
505-651-939.000	REPAIR & MAINT-VEHICLES	WONDERLAND TIRE COMPANY	ENGINE 51 TIRE	298.10	26290
505-651-958.000	MEMBERSHIP AND DUES	STATE OF MICHIGAN	MI-DEAL MEMBERSHIP	90.00	26282
505-651-960.000	EDUCATION AND TRAINING	FNBO	CC STATEMENT 11/1/24 TO 11/30/24	190.00	26224
505-651-960.000	EDUCATION AND TRAINING	FNBO	CC STATEMENT 12/1/24 TO 12/31/24	361.00	26266
505-651-961.000	EDUCATION & TRAINING-OTHERS	FNBO	CC STATEMENT 11/1/24 TO 11/30/24	168.00	26224
505-651-961.000	EDUCATION & TRAINING-OTHERS	FNBO	CC STATEMENT 12/1/24 TO 12/31/24	35.00	26266
Total For Dept 651 AMBULANCE				40,539.56	

Total For Fund 505 AMBULANCE FUND

40,583.06

Fund 590 SEWER FUND

Dept 536

590-536-702.000	SAL / OPER CONTRACT	BRYAN FINKBEINER	MONTHLY MONITORING AND DISC	1,371.00	26255
590-536-740.000	OFFICE/OPERATING SUPPLIES	VERIZON WIRELESS	CELL PHONE SERVICE 11/20/24 TC	40.01	26286
590-536-743.000	LAB EXPENSE	PACE ANALYTICAL SERVICES, LLC.	PROJECT 50388493	82.70	26234
590-536-743.000	LAB EXPENSE	PACE ANALYTICAL SERVICES, LLC.	PROJECT 50388354	275.00	26234
590-536-743.000	LAB EXPENSE	PACE ANALYTICAL SERVICES, LLC.	PROJECT 50388263	275.00	26234
590-536-743.000	LAB EXPENSE	PACE ANALYTICAL SERVICES, LLC.	PROJECT 50388635	227.30	26234
590-536-743.000	LAB EXPENSE	PACE ANALYTICAL SERVICES, LLC.	PROJECT 50388792	275.00	26234
590-536-808.100	PROF SERVICES/COLLECTION SYS	JOE & BARBS SEPTIC SERVICE	NOVEMBER 2024 - SEVICE CALLS A	1,950.00	26229
590-536-808.200	COLLECTION SYSTEM-PUMPING T	JOE & BARBS SEPTIC SERVICE	NOVEMBER 2024 - SEVICE CALLS A	1,650.00	26229
590-536-920.000	UTILITIES	CONSUMERS ENERGY	PARMALEE ROAD 11/21/24 TO 12/2	585.24	26259
590-536-930.000	REPAIR & MAINT-GENERAL	CALEDONIA VILLAGE ACE HARDW	HEX BUSHINGS	4.99	26257
590-536-956.000	ANNUAL FEES MISC	STATE OF MICHIGAN	NPDES ANNUAL PERMIT FEE - DUN	400.00	26244
590-536-956.000	ANNUAL FEES MISC	MISS DIG SYSTEM INC	2025 ANNUAL MEMBERSHIP, MAIN	940.07	26275
Total For Dept 536				8,076.31	

Total For Fund 590 SEWER FUND

8,076.31

Fund Totals:

Fund 101 GENERAL FUND	34,591.40
Fund 206 FIRE DEPT	17,834.62
Fund 220 WEED CONTROL ASSESS	737.00
Fund 505 AMBULANCE FUND	40,583.06
Fund 590 SEWER FUND	8,076.31
	<hr/> <hr/>
	101,822.39

FUND REGISTER
CHECK DISBURSEMENT REPORT FOR THORNAPPLE TOWNSHIP
CHECK DATE FROM 12/4/2024 TO 1-8-2025
For the January 13, 2025 Regular Board Meeting

Fund		Amount
<hr/>		
Total for fund 101	GENERAL FUND	\$34,591.40
Total for Fund 206	FIRE DEPT	\$17,834.62
Total for Fund 220	WEED CONTROL ASSESSMENTS	\$737.00
Total for Fund 505	AMBULANCE FUND	\$40,583.06
Total for Fund 590	SEWER FUND	\$8,076.31
<hr/>		
TOTAL - ALL FUNDS		<u>\$101,822.39</u>

INVOICE APPROVAL LIST

For Board meeting January 13, 2025

INVOICES APPROVED 12/10/2024 to 1/8/2025

		<u>12/18/2024</u>	<u>1/8/2025</u>	<u>TOTAL</u>
GENERAL FUND	101	\$13,269.99	\$21,321.41	\$34,591.40
EMERGENCY SERVICES MILLAGE	205	\$0.00	\$0.00	\$0.00
FIRE FUND	206	\$9,781.29	\$8,053.33	\$17,834.62
CEMETERY	209	\$0.00	\$0.00	\$0.00
WEED CONTROL ASSESSMENTS	220	\$737.00	\$0.00	\$737.00
EMS - CAPITAL IMPROVEMENT	403	\$0.00	\$0.00	\$0.00
AMBULANCE FUND	505	\$21,578.47	\$19,004.59	\$40,583.06
SEWER FUND	590	\$5,135.00	\$2,941.31	\$8,076.31
TRUST AND AGENCY	701	\$0.00	\$0.00	\$0.00
		<u>\$50,501.75</u>	<u>\$51,320.64</u>	<u>\$101,822.39</u>

Treasurer's Financial Summary/Investment Report

For Month Ending December 2024

	Beginning Balance	Revenues	Transfer to / from Accounts	Expenditures	Ending Fund Balance
GENERAL	\$ 1,637,284.44	128,244.54	318.20	53,766.09	\$ 1,712,081.09
FIRE	\$ 107,205.23	29,781.36		42,818.88	\$ 94,167.71
AMB	\$ 727,824.79	123,174.19		84,176.96	\$ 766,822.02
					\$ 2,573,070.82
RESTRICTED FUNDS					
EMER. SRVS. MILLAGE*	\$ 25,887.84	49,768.84			\$ 75,656.68
EMS CAPITAL IMPROV.*	\$ 119,694.86	15.69			\$ 119,710.55
EMS CAPITAL IMPROV.*	\$ 154,399.08	513.81			\$ 154,912.89
TRUST & AGENCY	\$ 22,367.92	4.66			\$ 22,372.58
SHAW CEMETERY	\$ 42,746.80				\$ 42,746.80
SEWER O/M	\$ 212,525.88	1,030.00	(101.54)	7,322.76	\$ 206,131.58
SEWER DEBT SERVICE	\$ 97,718.10	590.00			\$ 98,308.10
NOFFKE ROAD BOND	\$ 12,815.85	3,416.49			\$ 16,232.34
DUNCAN LAKE W/C	\$ 13,900.89	1,280.00	(216.66)	1,612.00	\$ 13,352.23
Total Funds				RESTRICTED FUNDS	\$ 749,423.75

*Self Restricted Funds

TOWNSHIP FUNDS

Month End Balance	Cash	Invested	Total Fund Balance
GENERAL	\$ 428,106.89	\$ 1,283,974.20	\$ 1,712,081.09
FIRE	\$ 90,020.22	\$ 4,147.49	\$ 94,167.71
AMB	\$ 470,752.53	\$ 296,069.49	\$ 766,822.02
TOTAL	\$ 988,879.64	\$ 1,584,191.18	\$ 2,573,070.82

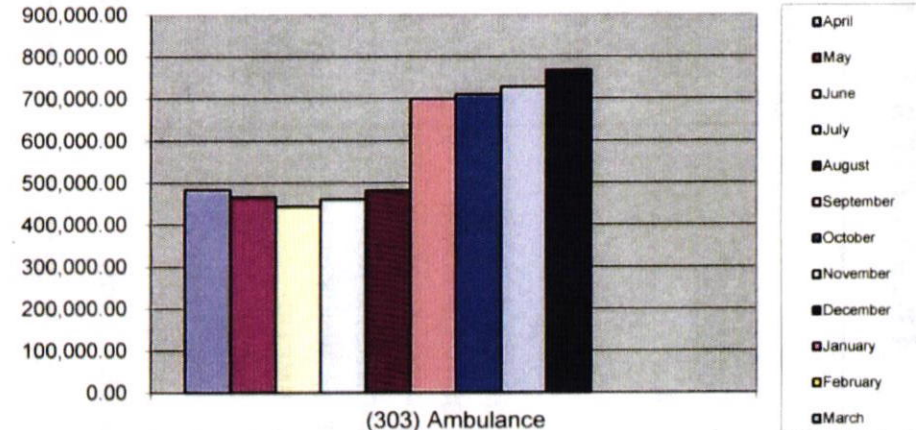
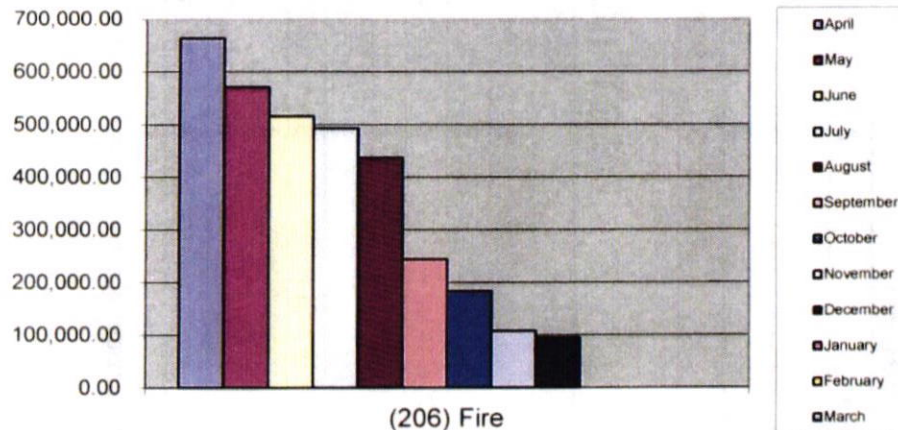
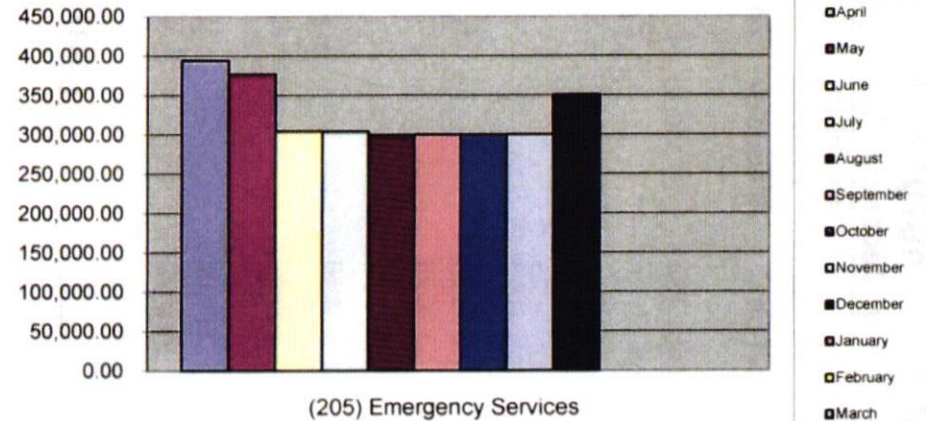
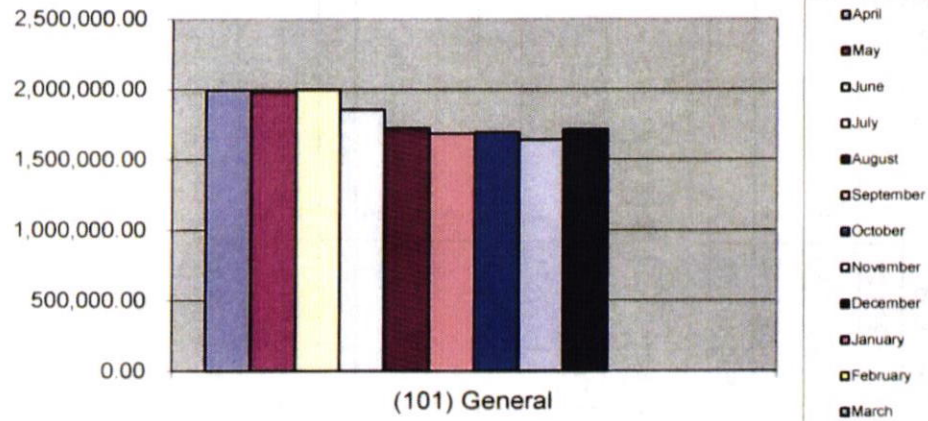
RESTRICTED USE FUNDS

Month End Balance	Cash	Invested	Total Restricted Use
EMER. SRVS. MILLAGE	\$ 73,879.47	\$ 1,777.21	\$ 75,656.68
EMS CAPITAL IMPROVEMENT	\$ 115,748.32	\$ 158,875.12	\$ 274,623.44
TRUST & AGENCY	\$ 22,372.58	\$ -	\$ 22,372.58
SHAW CEMETERY	\$ 42,746.80	\$ -	\$ 42,746.80
SEWER O/M	\$ 206,131.58		\$ 206,131.58
SEWER DEBT SERVICE	\$ 98,308.10		\$ 98,308.10
NOFFKE ROAD BOND	\$ 16,232.34		\$ 16,232.34
DUNCAN LK W/C	\$ 13,352.23	\$ -	\$ 13,352.23
TOTAL	\$ 588,771.42	\$ 160,652.33	\$ 749,423.75

Please consider this Treasurers Investment Report required by PA20.

Summary Fund Charts

		April	May	June	July	August	September	October	November	December	January	February	March
(101)	General	1,993,263.03	1,982,367.51	1,997,089.03	1,854,523.91	1,722,572.67	1,682,292.16	1,691,476.89	1,637,284.44	1,712,081.09			
		April	May	June	July	August	September	October	November	December	January	February	March
(205)	Emer. Srvs	394,085.14	376,629.29	304,141.37	303,612.30	299,151.27	299,714.20	299,463.57	299,981.78	350,280.12			
		April	May	June	July	August	September	October	November	December	January	February	March
(206)	Fire	662,731.91	570,319.03	515,483.31	492,780.70	437,158.96	243,595.03	183,091.70	107,205.23	94,167.71			
		April	May	June	July	August	September	October	November	December	January	February	March
(303)	Ambulance	482,983.96	465,292.88	443,283.42	460,252.58	480,925.03	698,875.40	709,697.94	727,824.79	766,822.02			



General Fund (101, 203)
For Month Ending December 2024

Balance Forward		\$ 1,637,284.44
Revenues		
Tax Collections/PILT	19,368.46	
Tax Administration Fee	5,673.97	
State Shared Revenue	87,364.00	
Hilltop Lighting	158.64	
Moe Road Dust Control	443.30	
Cemetery Lot Fees	1,700.00	
Misc. Cemetery fees	1,302.96	
Interest	4,746.25	
Misc: Zoning	120.00	
Commercial Forest Tax	5.49	
Reimbursement: Nov Elections	6,503.23	
Reimbursement - Employee Healthcare	858.24	
Transfer From Other Funds	318.20	
Total Revenues	<u>\$ 128,562.74</u>	<u>\$ 1,765,847.18</u>
Expenditures		
A/P Expenses	22,669.69	
Payroll & Payroll Taxes	31,039.33	
Bank Fees Fraud Protection	57.07	
Total Expenditures	<u>\$ 53,766.09</u>	

TOTAL GENERAL FUND

\$ 1,712,081.09

Shaw Cemetery (209)
For Month Ending December 2024

Beginning Balance	42,746.80
Interest	-
A/P Expenses	
Total	<u>\$ 42,746.80</u>

TOTAL SHAW CEMETERY FUND

\$ 42,746.80

Fire Fund (206)

For Month Ending December 2024

Balance Forward	\$	107,205.23
Revenues		
Grants	1,117.50	
Contract Pay't (Subsidy): Irving	24,943.00	
Interest	16.45	
Reimbursement - Healthcare Contribution	704.41	
Reimbursement - Education & Training	3,000.00	
Total Revenues	\$	29,781.36
	\$	136,986.59
Expenditures		
A/P Expenses	11,046.95	
Payroll & Payroll Taxes	31,771.93	
Total Expenditures	\$	42,818.88
TOTAL FIRE FUND	\$	94,167.71

Emergency Services Millage Fund (205, 403)

For Month Ending December 2024

Restricted Capital Improvement Millage Fund(205)

Balance Forward	\$	25,887.84
Revenues		
Tax Collections	49,761.80	
Interest	7.04	
Total Revenues	\$	49,768.84
Expenditures		
Total Expenditures	\$	-
		\$ 75,656.68

Restricted Capital Improvement Fund (403)

Balance Forward	\$	119,694.86
Revenues		
Interest	15.69	
Total Revenues	\$	15.69
Expenditures		
A/P Expenses		
Total Expenditures	\$	-
		\$ 119,710.55

Restricted Capital Improvment Money Market Fund (403)

Beginning Balance	\$	154,399.08
Interest	\$	513.81
Total	\$	154,912.89

TOTAL EMERGENCY SERVICES FUND	\$	350,280.12
--------------------------------------	----	------------

Ambulance Fund (505) For Month Ending December 2024

Balance Forward	\$ 727,824.79
Revenues	
Charge for Services	166.35
Transports - Corewell Health	5,370.00
Ach'ed Payments	70,452.16
Direct Deposit/CC Payments	22,197.80
Interest	1,177.13
Collection Receivable	122.33
Grants	4,367.50
CPR/First Aid/PHTLS classes	450.00
Misc.: Insurance Claim	18,166.53
Reimbursement - Healthcare Contribution	704.39
Total Revenues	\$ 123,174.19
Expenditures	
A/P Expenses	26,470.96
Payroll & Payroll Taxes	57,590.60
Bank charges	115.40
Total Expenditures	\$ 84,176.96

TOTAL AMBULANCE FUND	\$ 766,822.02
-----------------------------	----------------------

Trust & Agency Fund (701) For Month Ending December 2024

Balance Forward	\$ 22,367.92
Revenues	
Interest	4.66
Total Revenues	\$ 4.66
Expenditures	\$ 22,372.58
A/P Expenses	
Total Expenditures	\$ -

TOTAL TRUST & AGENCY FUND	\$ 22,372.58
--------------------------------------	---------------------

Noffke Road Paving Bond (305) For Month Ending December 2024

Balance Forward	\$ 12,815.85
Revenues	
Special Assessment Tax Collection	3,416.49
Total Revenues	\$ 3,416.49
Expenditures	\$ 16,232.34
A/P Expenses	
Total Expenditures	\$ -

TOTAL NOFFKE ROAD PAVING BOND FUND	\$ 16,232.34
---	---------------------

Duncan Lake Weed Control (220) For Month Ending December 2024

Beginning Balance		13,900.89
Revenues		
Tax Collections	1,280.00	
Total Revenues	<u>1,280.00</u>	
Expenditures		
A/P Expenses	1,612.00	
Transfer To Other Funds (postage)	216.66	
Total Expenditures	<u>\$ 1,828.66</u>	
TOTAL DUNCAN LAKE WEED CONTROL		\$ 13,352.23

Sewer O & M Fund (590) For Month Ending December 2024

Balance Forward		\$ 212,525.88
Revenues		
Charge for Services	1,030.00	
Total Revenues	<u>\$ 1,030.00</u>	
Expenditures		
A/P Expenses	7,322.76	
Transfer To Other Funds (postage)	101.54	
Total Expenditures	<u>\$ 7,424.30</u>	
TOTAL SEWER O & M FUND		\$ 206,131.58

Sewer Debt Service Fund (590) For Month Ending December 2024

Balance Forward		\$ 97,718.10
Revenues		
Charge for Debt	590.00	
Total Revenues	<u>\$ 590.00</u>	
Expenditures		
Debt/Interest Payment		
Total Expenditures	<u>\$ -</u>	
TOTAL SEWER DEBT SERVICE		\$ 98,308.10

Depository and Investment Report

Account Balances as Of 12/31/2024

		TOTAL	CASH	Money Market	Investment (MI Class)	Investment (MI Class)
101	General Fund	1,711,636.44	427,662.24	527,836.84	12,984.17	743,153.19
203	Moe Road Dust Control	444.65	444.65			
205	Emergency Services - Millage	75,656.68	73,879.47			1,777.21
206	Fire	94,167.71	90,020.22		4,147.49	
209	Shaw Cemetery	42,746.80	42,746.80			
220	Weed Control	13,352.23	13,352.23			
305	N Noffke Drive Road Bond	16,232.34	16,232.34			
403	EMS - Capital Improvement	274,623.44	115,748.32	154,912.89	3,962.23	
505	Ambulance	731,975.87	435,906.38			296,069.49
505	Ambulance - remote deposit	34,846.15	34,846.15			
590	Sewer O/M	206,131.58	206,131.58			
590	Sewer Debt Service	98,308.10	98,308.10			
	P/R	539.29	539.29			
	A/P	7,815.15	7,815.15			
Disbursement / Sweep account Total		\$ 3,308,476.43	\$ 1,563,632.92	\$ 682,749.73	\$ 21,093.89	\$ 1,040,999.89
701	Trust & Agency	22,372.58	22,372.58			
	Tax	4,902,247.77	4,902,247.77			
		\$ 4,924,620.35	\$ 4,924,620.35			
TOTAL of ALL Accounts		\$ 8,233,096.78				

TOWNSHIP *of* THORNAPPLE



Eric Schaefer, *Supervisor* / Cindy Ordway, *Clerk* / Laura Bouchard, *Treasurer*
Ross DeMaagd, *Trustee* / Kim Selleck, *Trustee* / Curt Campbell, *Trustee* / Sandy Rairigh, *Trustee*

Phone 269-795-7202 * Fax 269-795-8812 * 200 E Main St.,
PO Box 459, Middleville MI 49333 * www.thornapple-twp.org

January 6, 2025

Thornapple Twp Board Members,

Since the last monthly report, we have not received any zoning compliance permits.

The only major item lately has been the Duncan Lake item. The letters did go out to all residents just prior to Christmas break. As of this writing, I have received four self-surveys back from residents. I have had a couple calls/emails from residents inquiring further as to why we're doing this. Once the reasoning was given, they all had advised they understood and would return their forms.

The ordinance update is underway. We are hoping to have them back in the next month or so. We are looking forward to releasing the finished product. It will be very user-friendly and simplify looking up ordinances.

It has been a quiet month, which is typical for this time of year. I hope you all have had a great start to 2025!

Respectfully,

Phil Gensterblum

Zoning Administrator

Emergency Services Committee meeting
January 8, 2025

Monthly Reports

- Run report –
- **Apparatus (DOT discussion)**
 - E-52 (2022) – Cleared DOT
 - Brush 53 (2001) – rockers, parking brake, oil leak, exhaust issues, wipers
 - E-51 (2015) – passed DOT- oil leak in the head gasket increasing, CAF system not working – drafting issue at a fire – Spencer to look at it in the next week or two
 - E-56 (1998) – air leaks in braking system, fluid leaks, steering components, spring assembly, wipers – failed pump testing (primer vacuum issue)
 - Tanker 54 (2000) –DOT compliant
 - Bravo 53 (2001)- DOT compliant – transmission
 - Medic 51 (2016) – DOT compliant -
 - Medic 52 (2021)- DOT compliant - damaged on a call- – body damage repair date 1/20/2025 gone for a week
 - Bravo 54- out of service being repaired – hopeful return date 1/20/2025
 - Refurbished Braun –delivery 4/1/2026
 - Command vehicle –

Revenue

- Medic revenues report –

Equipment

- Hose – ordered 12/23- still hopeful Bradford will help finance so we can purchase all the hose needed

Emergency Services Committee meeting
January 8, 2025

Grant(s)

- State of Michigan workforce grant approved
 - Pay for 10 EMT's class starts Oct 22nd
 - Pays for 4 members to go to Instructor coordinator class
- Fire safety and prevention –declined
- Full-time firefighter's turnout gear program- Approved \$21,000
 - Gear arrived waiting on account to be paid to submit for reimbursement.
- State of Michigan Volunteers grant \$5000 – December approval
- MIOSHA grant – 1/1/2025
- AFG – recommendations
 - Ambulance (\$325,000)- reappplied – complete proofing and submitting this week - 12/4/2024
 - Stryker equipment grant (\$132,000)- submitted 12/4/2024
- Walmart grant – in process up to \$5000 –
- Gary Sinise grant- in process- submitted 12/10/2024
- **Station needs**
 - Wall complete need to fill crack - waiting until spring
 - Need to setup a plan for new HVAC for the station with buildings and ground
- **Community events coming up**
 - Community first aid 12/11 and Community CPR 12/17

Agenda Requests

- Promote Shelby to the open full-time position

Personnel

Bryn to part-time status

Earned sick time act

Retirement enhancement discussion

Thornapple Township Fire monthly report

Community Thornapple	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
EMS	9	11	16	10	15	15	24	17	19	15	16	14	181
Fire	10	6	4	10	5	6	7	6	7	5	4	4	74
Both	10	7	3	10	4	7	7	3	3	3	3	1	61
Community relations	0	0	0	1	1	0	0	1	3	4	1	0	11

Middleville	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
EMS	48	39	27	23	23	26	25	34	37	38	28	32	380
Fire	9	1	0	8	3	2	4	5	5	6	6	6	55
Both	3	1	2	3	2	1	0	2	3	2	1	2	22

Irving	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
EMS	9	9	10	8	9	9	15	12	13	9	6	13	122
Fire	0	1	1	1	1	1	1	0	0	0	0	0	6
Both	2	0	1	2	3	2	0	2	1	1	0	0	14

Transfers	105	103	112	91	98	88	102	101	106	108	101	108	1223
Fire mutual aid	6	4	3	2	0	2	0	4	4	4	0	5	34

Calls to	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Mercy	9	5	3	7	5	5	11	20	9	11	11	20	116
Life	3	2	4	4	4	9	8	5	4	4	1	5	53
Wayland	9	1	4	3	3	3	3	7	5	2	3	5	48

Aid from	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Mercy	2	1	0	1	0	1	0	0	1	1	0	0	7
Life	1	0	0	1	0	0	0	0	0	0	0	0	2
Wayland	0	0	0	1	0	0	0	0	0	0	0	0	1

out of area calls													
cx enroute	7	8	7	0	4	0	5	4	12	13	5	5	70
Monthly total	242	199	197	186	180	177	212	223	232	226	186	220	
2023 total	1848										Annual total		2480
2022 total	1558												



Thornapple Township Agenda Request Form

TO: Thornapple Township Board

FROM: Thornapple Township Emergency Services

DATE: January 13, 2025

SUBJECT: Promotion to full time

RECOMMENDATION: Motion to approve a full-time promotion

BACKGROUND: We have a full-time opening and want to promote a part-time employee to this position.

FISCAL IMPACT: none currently budgeted position.

ALTERNATIVES: status quo

ATTACHMENTS:



Thornapple Township Agenda Request Form

Please have request submitted to Supervisor by E.O.B. on the 1st Monday of the Month.

TO: Thornapple Township Board

FROM: Cindy Ordway, Township Clerk

DATE: January 13, 2025

SUBJECT: Earned Sick Time Act

RECOMMENDATION: Enter into an agreement with Acrisure LLC, to review our current sick time, vacation time and personal time policies in order to align them with the new Earned Sick Time Act recently passed by the State of Michigan which goes into effect February 25, 2025

BACKGROUND: All employees according to the "Earned Sick Time Act" are required to receive 1 hour of paid sick leave for every 30 hours worked up to a total of 72 hours per year. These hours never expire and can be carried over from year to year. Acrisure will walk us through implementing this program by reviewing our existing leave programs to integrate ESTA in to our plan. See attached Agreement for more information

FISCAL IMPACT: \$1,500.00

BUDGET LINE: I request these funds come from Admin Professional Services-Misc. line 101-271-808.000

AMOUNT AVAILABLE: \$8,900.00

ALTERNATIVES: Find an alternative. Or not enter into this agreement.

ATTACHMENTS: Earned Sick Time Act Full Text
Earned Sick Time Act State Brochure
Attorney Power Point on Earned Sick Time Act
Agreement with Acrisure to implement this program.

EARNED SICK TIME ACT (ESTA)

CHANGE FOR
MICHIGAN EMPLOYERS

Another change coming for **Michigan** employers in 2025 is the new Earned Sick Time Act (ESTA) legislation which requires all employers with more than one employee to provide paid sick leave effective **February 21, 2025**.

Understanding and complying with these new requirements is crucial for effective workforce management and budgeting. Acrisure's HR Consultants from the Great Lakes Platform are offering an ESTA Package which will include the following:

1. Comprehensive Process Assessment

- Analysis of your current procedures to identify strengths and areas for improvement.
- Receive actionable recommendations tailored to your unique business needs.

2. Policy Development

- Get a detailed, customized policy that aligns with your company's goals and regulatory requirements.
- Guidance on integrating the new policy seamlessly into your operations.

3. Real-Time Compliance Updates

- Receive timely updates from our HR Consulting team on any changes in ESTA compliance regulations to ensure your business remains compliant through February 28, 2025.

4. Dedicated Support and Q&A

- Have direct access to our HR Consultants to answer any questions you may have regarding ESTA.

5. Leave Comparison Chart

- A detailed comparison chart to help you understand and optimize your leave policies.

Contact us:

This comprehensive suite of services is available to Michigan employers for \$1,500. Simply reach out to Sonja Brininger by December 18 at sbrininger@acrisure.com to secure your ESTA compliance package and stay ahead of upcoming regulatory changes.





LEGAL UPDATE MICHIGAN

Michigan Issues FAQs and Other Materials for Earned Sick Time Act

The Michigan Department of Labor and Economic Opportunity has published answers to frequently asked questions ([FAQs](#)) about the [Earned Sick Time Act](#) (ESTA) that will take effect Feb. 21, 2025. The department has also posted a [brochure](#) and sample [workplace poster](#) on its website, along with a recorded webinar discussing the law.

Earned Sick Time Act

The ESTA was originally presented to the Michigan Legislature in 2018 as a ballot measure. The Legislature adopted and later amended the law, significantly narrowing the employee leave rights it provided and renaming it the [Paid Medical Leave Act](#) (PMLA). The PMLA has been in effect since 2019.

Following litigation, the Michigan Supreme Court ruled on July 31, 2024, that the Legislature's adopt-and-amend procedure violated the state constitution. The Court ordered that the ESTA—the original, more employee-friendly version of the law—go into effect Feb. 21, 2025.

FAQs

The department has published 21 FAQs about the ESTA, addressing issues such as:

- Determining whether an employer meets the 10-employee threshold, which allows employers to limit earned sick leave to 40 hours of paid and 32 hours of unpaid leave (employers with more than 10 employees must compensate all 72 hours of paid sick leave);
- Definitions of "benefit year" and "family member";
- Carryover and use limits;
- Frontloading;
- Notice and documentation requirements for the use of earned sick time;
- Anti-retaliation provisions of the ESTA; and
- Employer penalties.

Of particular note is the information in the FAQs that employees are eligible for earned sick time under the ESTA only if the employer is required to withhold

Provided to you by Acrisure LLC

Important Dates

July 31, 2024

The Michigan Supreme Court ruled that the PMLA was unconstitutional and the ESTA must be reinstated.

Feb. 21, 2025

The ESTA takes effect, and employers must provide required notice of employee rights under the law.

*On Feb. 21, 2025, the
ESTA's more
employee-friendly
paid sick leave
benefits take effect.*



federal income taxes from them (among other requirements). In addition, the FAQs clarify that employers may establish the benefit year as any regular and consecutive 12-month period. Also of interest to employers is that their paid leave policies may comply with ESTA, if the policies provide at least the same amounts of leave for the same purposes and under the same conditions (including the accrual rate) as the new law.

Employers should note that in addition to displaying the required workplace poster, they must provide written notice of an employee's rights under the ESTA at the time of hiring or on Feb. 21, 2025, whichever is later.

Employees successfully alleging violations of the ESTA may be awarded "all appropriate relief," including earned sick time improperly withheld, any damages incurred by the employee, back pay and reinstatement.

Importantly, the FAQs note that there is a rebuttable presumption that an employer violated the act if it takes any adverse personnel action against an employee within 90 days after the employee engages in protected activity under the ESTA.

Failure to provide earned sick time is subject to a fine of \$1,000, and failure to post the required workplace notice may result in a fine of \$100 for each violation.

INITIATION OF LEGISLATION

An initiation of legislation to provide workers with the right to earn sick time for personal or family health needs, as well as purposes related to domestic violence and sexual assault and school meetings needed as the result of a child's disability, health issues or issues due to domestic violence and sexual assault; to specify the conditions for accruing and using earned sick time; to prohibit retaliation against an employee for requesting, exercising, or enforcing rights granted in this act; to prescribe powers and duties of certain state departments, agencies, and officers; to provide for promulgation of rules; and to provide remedies and sanctions.

THE PEOPLE OF THE STATE OF MICHIGAN ENACT:

Sec. 1. This act shall be known and may be cited as the "earned sick time act".

Sec. 2. As used in this act:

- (a) "Department" means the department of licensing and regulatory affairs.
- (b) "Director" means the director of the department of licensing and regulatory affairs or his or her designee.
- (c) "Domestic partner" means an adult in a committed relationship with another adult, including both same-sex and different-sex relationships. "Committed relationship" means one in which the employee and another individual share responsibility for a significant measure of each other's common welfare, such as any relationship between individuals of the same or different sex that is granted legal recognition by a state, political subdivision, or the District of Columbia as a marriage or analogous relationship, including, but not limited to, a civil union.
- (d) "Domestic violence" has the same meaning as provided in section 1 of 1978 PA 369, MCL 400.1501.
- (e) "Earned sick time" means time off from work that is provided by an employer to an employee, whether paid or unpaid, that can be used for the purposes described in subsection (1) of section 4 of this act.
- (f) "Employee" means an individual engaged in service to an employer in the business of the employer, except that employee does not include an individual employed by the United States government.
- (g) "Employer" means any person, firm, business, educational institution, nonprofit agency, corporation, limited liability company, government entity, or other entity that employs 1 or more individuals, except that employer does not include the United States government.
- (h) "Family member" includes all of the following:
 - (i) A biological, adopted or foster child, stepchild or legal ward, a child of a domestic partner, or a child to whom the employee stands in loco parentis.
 - (ii) A biological parent, foster parent, stepparent, or adoptive parent or a legal guardian of an employee or an employee's spouse or domestic partner or a person who stood in loco parentis when the employee was a minor child.
 - (iii) A person to whom the employee is legally married under the laws of any state or a domestic partner.
 - (iv) A grandparent.
 - (v) A grandchild.
 - (vi) A biological, foster, or adopted sibling.
 - (vii) Any other individual related by blood or affinity whose close association with the employee is the equivalent of a family relationship.
- (i) "Health care professional" means any of the following:
 - (i) Any person licensed under federal law or the law of this state to provide health care services, including, but not limited to, nurses, doctors, and emergency room personnel.
 - (ii) A certified midwife.
- (j) "Retaliatory personnel action" means any of the following:
 - (i) Denial of any right guaranteed under this act.
 - (ii) A threat, discharge, suspension, demotion, reduction of hours, or other adverse action against an employee or former employee for exercise of a right guaranteed under this act.
 - (iii) Sanctions against an employee who is a recipient of public benefits for exercise of a right guaranteed under this act.
 - (iv) Interference with, or punishment for, an individual's participation in any manner in an investigation, proceeding, or hearing under this act.
- (k) "Sexual assault" means any act that constitutes a violation of section 520b, 520c, 520d, 520e, 520f, or 520g of the Michigan penal code, 1931 PA 328, MCL 750.520b, 750.520c, 750.520d, 750.520e, 750.520f, and 750.520g.
- (l) "Small business" means an employer for which fewer than 10 individuals work for compensation during a given week. In determining the number of individuals performing work for compensation during a given week, all individuals performing work for compensation on a full-time, part-time, or temporary basis shall be counted, including individuals made available to work through the services of a temporary services or staffing agency or similar entity. An employer is not a small business if it maintained 10 or more employees on its payroll during any 20 or more calendar workweeks in either the current or the preceding calendar year.

Sec. 3. (1) Each employer shall provide earned sick time to each of the employer's employees in this state.

- (a) Employees of a small business shall accrue a minimum of one hour of earned sick time for every 30 hours worked but shall not be entitled to use more than 40 hours of paid earned sick time in a year unless the employer selects a higher limit. If an employee of a small business accrues more than 40 hours of earned sick time in a calendar year, the employee shall be entitled to use an additional 32 hours of unpaid earned sick time in that year, unless the employer selects a higher limit. Employees of a small business must be entitled to use paid earned sick time before using unpaid earned sick time.
- (b) All other employees shall accrue a minimum of one hour of paid earned sick time for every 30 hours worked but shall not be entitled to use more than 72 hours of paid earned sick time per year, unless the employer selects a higher limit.
- (c) Earned sick time shall carry over from year to year, but a small business is not required to permit an employee to use more than 40 hours of paid earned sick time and 32 hours of unpaid earned sick time in a single year, and other employers are not required to permit an employee to use more than 72 hours of paid earned sick time in a single year.
- (2) Earned sick time as provided in this section shall begin to accrue on the effective date of this law, or upon commencement of the employee's employment, whichever is later. An employer may use accrued earned sick time as it is accrued, except that an employer may require an employee hired after April 1, 2019, to wait until the ninetieth calendar day after commencing employment before using accrued earned sick time.
- (3) For purposes of subsection (1), "year" shall mean a regular and consecutive twelve-month period, as determined by an employer.
- (4) For purposes of earned sick time accrual under this act, an employee who is exempt from overtime requirements under section 13(a)(1) of the Fair Labor Standards Act, 29 USC 213(a)(1), is assumed to work 40 hours in each workweek unless the employee's normal work week is less than 40 hours, in which case earned sick time accrues based upon that normal workweek.
- (5) An employer other than a small business is in compliance with this section if the employer provides any paid leave in at least the same amounts as that provided under this act that may be used for the same purposes and under the same conditions provided in this act and that is accrued at a rate equal to or greater than the rate described in subsections (1) and (2). An employer that is a small business is in compliance with this section if the employer provides paid leave in at least the same amounts as that provided under this act that may be used for the same purposes and under the same conditions provided in this act and that is accrued at a rate equal to or greater than the rate described in subsections (1) and (2) provided further that that employees of the small business are entitled to use paid earned sick time before using unpaid earned sick time. For purposes of this subsection, "paid leave" includes but is not limited to paid vacation days, personal days, and paid time off.
- (6) An employer shall pay each employee using paid earned sick time at a pay rate equal to the greater of either the normal hourly wage for that employee or the minimum wage established under the workforce opportunity wage act, 2014 PA 138, MCL 408.411 to 408.424, but not less than the minimum wage rate established in section 4 of the workforce opportunity wage act, 2014 PA 138, MCL 408.414. For any employee whose hourly wage varies depending on the work performed, the "normal hourly wage" means the average hourly wage of the employee in the pay period immediately prior to the pay period in which the employee used paid earned sick time.
- (7) An employer shall not require an employee to search for or secure a replacement worker as a condition for using earned sick time.

Sec. 4. (1) An employer shall permit an employee to use the earned sick time accrued under section 3 for any of the following:

- (a) The employee's mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the employee's mental or physical illness, injury, or health condition; or preventative medical care for the employee.
- (b) For the employee's family member's mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the employee's family member's mental or physical illness, injury, or health condition; or preventative medical care for a family member of the employee.
- (c) If the employee or the employee's family member is a victim of domestic violence or sexual assault, for medical care or psychological or other counseling for physical or psychological injury or disability; to obtain services from a victim services organization; to relocate due to domestic violence or sexual assault; to obtain legal services; or to participate in any civil or criminal proceedings related to or resulting from the domestic violence or sexual assault.
- (d) For meetings at a child's school or place of care related to the child's health or disability, or the effects of domestic violence or sexual assault on the child; or
- (e) For closure of the employee's place of business by order of a public official due to a public health emergency; for an employee's need to care for a child whose school or place of care has been closed by order of a public official due to a public health emergency; or when it has been determined by the health authorities having jurisdiction or by a health care provider that the employee's or employee's family member's presence in the community would jeopardize the health of others because of the employee's or family member's exposure to a communicable disease, whether or not the employee or family member has actually contracted the communicable disease.
- (2) If the employee's need to use earned sick time is foreseeable, an employer may require advance notice, not to exceed 7 days prior to the date the earned sick time is to begin, of the intention to use the earned sick time. If the employee's need for the earned sick time is not foreseeable, an employer may require the employee to give notice of the intention as soon as practicable.
- (3) Earned sick time may be used in the smaller of hourly increments or the smallest increment that the employer's payroll system uses to account for absences or use of other time.
- (4) For earned sick time of more than 3 consecutive days, an employer may require reasonable documentation that the earned sick time has been used for a purpose described in subsection (1). Upon the employer's request, the employee must provide the documentation to the employer in a timely manner. The employer shall not delay the commencement of earned sick time on the basis that the employer has not yet received documentation. Documentation signed by a health care professional indicating that earned sick time is necessary is reasonable documentation for purposes of this subsection. In cases of domestic violence or sexual assault, one of the following types of documentation selected by the employee shall be considered reasonable documentation: (a) a police report indicating that the employee or the employee's family member was a victim of domestic violence or sexual assault; (b) a signed statement from a victim and witness advocate affirming that the employee or employee's family member is receiving services from a victim services organization; or (c) a court document indicating that the employee or employee's

family member is involved in legal action related to domestic violence or sexual assault. An employer shall not require that the documentation explain the nature of the illness or the details of the violence. If an employer chooses to require documentation for earned sick time, the employer is responsible for paying all out-of-pocket expenses the employee incurs in obtaining the documentation. If the employee does have health insurance, the employer is responsible for paying any costs charged to the employee by the health care provider for providing the specific documentation required by the employer.

(5) An employer shall not require disclosure of details relating to domestic violence or sexual assault or the details of an employee's or an employee's family member's medical condition as a condition of providing earned sick time under this act. If an employer possesses health information or information pertaining to domestic violence or sexual assault about an employee or employee's family member, the employer shall treat that information as confidential and shall not disclose that information except to the affected employee or with the permission of the affected employee.

(6) This act does not require an employer to provide earned sick time for any purposes other than as described in this section.

Sec. 5. (1) If an employee is transferred to a separate division, entity, or location, but remains employed by the same employer, the employee shall retain all earned sick time that was accrued at the prior division, entity, or location and may use all accrued earned sick time as provided in section 4. If an employee separates from employment and is rehired by the same employer within 6 months of the separation, the employer shall reinstate previously accrued, unused earned sick time and shall permit the reinstated employee to use that earned sick time and accrue additional earned sick time upon reinstatement.

(2) If a different employer succeeds or takes the place of an existing employer, the successor employer assumes the responsibility for the earned sick time rights that employees who remain employed by the successor employer accrued under the original employer. Those employees are entitled to use earned sick time previously accrued on the terms provided in this act.

(3) This act does not require an employer to provide financial or other reimbursement to an employee for accrued earned sick time that was not used upon the employee's termination, resignation, retirement, or other separation from employment.

Sec. 6. (1) An employer or any other person shall not interfere with, restrain, or deny the exercise of, or the attempt to exercise, any right protected under this act.

(2) An employer shall not take retaliatory personnel action or discriminate against an employee because the employee has exercised a right protected under this act. Rights protected by this act include, but are not limited to, the right to use earned sick time pursuant to this act, the right to file a complaint or inform any person about any employer's alleged violation of this act, the right to cooperate with the department in its investigations of alleged violations of this act, and the right to inform any person of his or her rights under this act.

(3) An employer's absence control policy shall not treat earned sick time taken under this act as an absence that may lead to or result in retaliatory personnel action.

(4) The protections in this section apply to any person who mistakenly but in good faith alleges a violation of this section.

(5) There is a rebuttable presumption of a violation of this section if an employer takes adverse personnel action against a person within 90 days after that person does any of the following:

- Files a complaint with the department or a court alleging a violation of this act.
- Informs any person about an employer's alleged violation of this act.
- Cooperates with the department or another person in the investigation or prosecution of any alleged violation of this act.
- Opposes any policy, practice, or act that is prohibited under this act.
- Informs any person of his or her rights under this act.

Sec. 7. (1) If an employer violates this act, the employee affected by the violation, at any time within 3 years after the violation or the date when the employee knew of the violation, whichever is later, may do any of the following:

- Bring a civil action for appropriate relief, including, but not limited to, payment for used earned sick time; rehiring or reinstatement to the employee's previous job; payment of back wages; reestablishment of employee benefits to which the employee otherwise would have been eligible if the employee had not been subjected to retaliatory personnel action or discrimination; and an equal additional amount as liquidated damages together with costs and reasonable attorney fees as the court allows.
 - File a claim with the department, which shall investigate the claim. Filing a claim with the department is neither a prerequisite nor a bar to bringing a civil action.
- (2) (a) The director shall enforce the provisions of this act. In effectuating such enforcement, the director shall establish a system utilizing multiple means of communication to receive complaints regarding non-compliance with this act and investigate complaints received by the department in a timely manner.
- (b) Any person alleging a violation of this chapter shall have the right to file a complaint with the department. The department shall encourage reporting pursuant to this subsection by keeping confidential, to the maximum extent permitted by applicable laws, the name and other identifying information of the employee or person reporting the violation, provided, however, that with the authorization of such person, the department may disclose his or her name and identifying information as necessary to enforce this chapter or for other appropriate purposes.
- (c) Upon receiving a complaint alleging a violation of this chapter, the department shall investigate such complaint and attempt to resolve it through mediation between the complainant and the subject of the complaint, or other means. The department shall keep complainants notified regarding the status of their complaint and any resultant investigation. If the department believes that a violation has occurred, it shall issue to the offending person or entity a notice of violation and the relief required of the offending person or entity. The department shall prescribe the form and wording of such notices of violation including any method of appealing the decision of the department.
- (d) The department shall have the power to impose penalties and to grant an employee or former employee all appropriate relief including but not limited to payment of all earned sick time improperly withheld, any and all damages incurred by the complainant as the result of violation of this act, back pay and reinstatement in the case of job loss.
- (3) If the director determines that there is reasonable cause to believe that an employer violated this act and the department is subsequently unable to obtain voluntary compliance by the employer within a reasonable time, the department shall bring a civil action as provided in subsection (1)(a) on behalf of the employee. The department may investigate and file a civil action under subsection (1)(a) on behalf of all employees of that employer who are similarly situated at the same work site and who have not brought a civil action under subsection (1)(a). A contract or agreement between the employer and the employee or any acceptance by the employee of a paid or unpaid leave policy that provides fewer rights or benefits than provided by this act is void and unenforceable.
- (4) In addition to liability for civil remedies described in this section, an employer who fails to provide earned sick time in violation of this act or takes retaliatory personnel action against an employee or former employee is subject to a civil fine of not more than \$1,000.00.
- (5) An employer that willfully violates a notice or posting requirement of section 8 is subject to a civil fine of not more than \$100.00 for each separate violation.

Sec. 8. (1) An employer subject to this act shall provide written notice to each employee at the time of hiring or by April 1, 2019, whichever is later, including, but not limited to, all of the following:

- The amount of earned sick time required to be provided to an employee under this act.
- The employer's choice of how to calculate a "year" according to subsection 3 of section 3.
- The terms under which earned sick time may be used.
- That retaliatory personnel action by the employer against an employee for requesting or using earned sick time for which the employee is eligible is prohibited.
- The employee's right to bring a civil action or file a complaint with the department for any violation of this act.

(2) The notice required under subsection (1) shall be in English, Spanish, and any language that is the first language spoken by at least 10% of the employer's workforce, as long as the department has translated the notice into such language.

(3) An employer shall display a poster at the employer's place of business, in a conspicuous place that is accessible to employees, that contains the information in subsection (1). The poster displayed should be in English, Spanish, and any language that is the first language spoken by at least 10% of the employer's workforce, as long as the department has translated the poster into such language.

(4) The department shall create and make available to employers notices and posters that contain the information required under subsection (1) for employers' use in complying with this section. The department shall provide such notices and posters in English, Spanish, and any other languages deemed appropriate by the department.

Sec. 9. The department shall develop and implement a multilingual outreach program to inform employees, parents, and persons who are under the care of a health care provider about the availability of earned sick time under this act. This program must include distribution of notices and other written materials in English and in other languages to child care and elder care providers, domestic violence shelters, schools, hospitals, community health centers, and other health care providers.

Sec. 10. An employer shall retain for not less than 3 years records documenting the hours worked and earned sick time taken by employees. To monitor compliance with the requirements of this act, an employer shall allow the department access to those records, with appropriate notice and at a mutually agreeable time. If a question arises as to whether an employer has violated an employee's right to earned sick time under this act and the employer does not maintain or retain adequate records documenting the hours worked and earned sick time taken by the employee or does not allow the department reasonable access to those records, there is a presumption that the employer has violated the act, which can be rebutted only by clear and convincing evidence.

Sec. 11. (1) This act provides minimum requirements pertaining to earned sick time and shall not be construed to preempt, limit, or otherwise affect the applicability of any other law, regulation, requirement, policy, or standard, including a collective bargaining agreement, that provides for greater accrual or use of time off, whether paid or unpaid, or that extends other protections to employees.

(2) This act does not do any of the following:

- Prohibit an employer from providing more earned sick time than is required under this act.
- Diminish any rights provided to any employee under a collective bargaining agreement.
- Subject to section 12, preempt or override the terms of any collective bargaining agreement in effect prior to the effective date of this act.
- Prohibit an employer from establishing a policy that permits an employee to donate unused accrued earned sick time to another employee.

Sec. 12. If an employer's employees are covered by a collective bargaining agreement in effect on the effective date of this act, this act applies beginning on the stated expiration date in the collective bargaining agreement, notwithstanding any statement in the agreement that it continues in force until a future date or event or the execution of a new collective bargaining agreement.

Sec. 13. The director may promulgate rules in accordance with the administrative procedures act of 1969, 1969 PA 306, MCL 24.201 to 24.328, as necessary to administer this act.

Sec. 14. If any portion of this act or the application thereof to any person or circumstances shall be found to be invalid by a court, such invalidity shall not affect, impair, or invalidate the other portions or applications of the act that can be given effect without the invalid portion or application, and to this end the provisions of this act are declared to be severable.

Complaint Filing

An employee affected by an alleged violation, at any time within 3 years after the alleged violation or the date when the employee knew of the alleged violation, whichever is later, may do any of the following:

(a) Bring a civil action for appropriate relief, including, but not limited to, payment for used earned sick time; rehiring or reinstatement to the employee's previous job; payment of back wages; reestablishment of employee benefits to which the employee otherwise would have been eligible if the employee had not been subjected to retaliatory personnel action or discrimination; and an equal additional amount as liquidated damages together with costs and reasonable attorney fees as the court allows.

(b) File a claim with the department, which shall investigate the claim. Filing a claim with the department is neither a prerequisite nor a bar to bringing a civil action.

Visit www.michigan.gov/wageclaim to file a claim with the Wage and Hour Division.

If a violation is found and the claim cannot be informally resolved, the Wage and Hour Division will issue a written determination that the employee or employer may appeal. If appealed, a hearing before an administrative law judge (ALJ) will be scheduled. The employer and employee are expected to attend the administrative hearing to provide evidence and give testimony regarding the claim. The ALJ may affirm, modify or reverse the department's determination.

Employee

An employee is an individual engaged in service to an employer in the business of the employer, except that employee does not include an individual employed by the United States government.

Employer

Employer means any person, firm, business, educational institution, nonprofit agency, corporation, limited liability company, government entity, or other entity that employs one or more individuals, except that employer does not include the United States government.

Contact Information

This brochure is intended for general information only. It does not include all of the provisions of Public Act 338 of 2018, as amended.

For information on the laws administered by the Wage and Hour Division contact:

Department of Labor & Economic Opportunity

Wage and Hour Division

Stevens T. Mason Building
530 W. Allegan St. Lansing, MI 48933
517-284-7800

Southeast Michigan

3026 W. Grand Blvd., Suite 9-450
Detroit, MI 48202

Mailing Address:

PO Box 30476
Lansing, MI 48909-7976

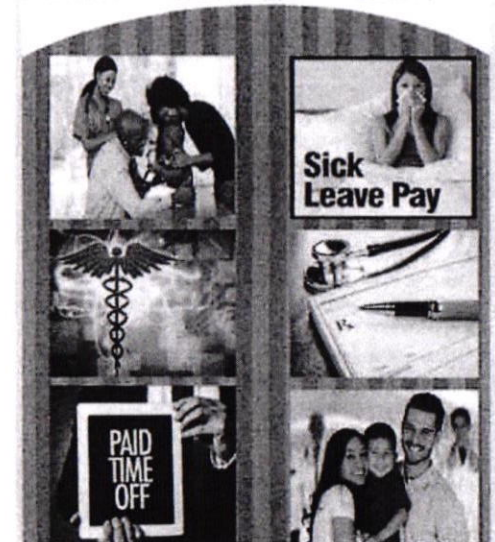
Overnight Mailing Address:

2407 N. Grand River
Lansing, MI 48906

Toll Free: 1-855-4MI-WAGE
(1-855-464-9243)

Website: www.michigan.gov/wagehour

An Overview of the Earned Sick Time Act Public Act 338 of 2018 (ESTA)



MICHIGAN DEPARTMENT OF
**LABOR & ECONOMIC
OPPORTUNITY**

**Department of Labor & Economic
Opportunity**

**Wage and Hour Division
1-855-4MI-WAGE (1-855-464-9243)**

www.michigan.gov/wagehour

Earned Sick Time Accrual Amount

Earned Sick Time accrual:

- Employees shall accrue a minimum of 1 hour of earned sick time for every 30 hours worked.
- An employer with less than 10 employees; an employee shall not be entitled to use more than 40 hours of paid earned sick time in a year unless the employer selects a higher limit.
- An employer with 10 or more employees; an employee shall not be entitled to use more than 72 hours paid earned sick time per year unless the employer selects a higher limit.
- Earned sick time shall carry over from year to year, but an employer with less than 10 employees is not required to permit an employee to use more than 40 hours of paid earned sick time and 32 hours of unpaid earned sick time in a single year, and employers with 10 or more employees are not required to permit an employee to use more than 72 hours of paid earned sick time in a single year.
- An employer is in compliance with this act if the employer provides any paid leave in at least the same amounts as that provided under this act that may be used for the same purposes and under the same conditions provided in this act and that is accrued at a rate equal to or greater than the rate described in this act. Paid leave includes but is not limited to paid vacation days, personal days, and paid time off.

Earned Sick Time Hours

- Earned sick time must be used in 1-hour increments unless the employer has a different increment policy and the policy is in writing in an employee handbook or other employee benefits document.
- This act does not require an employer to provide financial or other reimbursement to an employee for accrued earned sick time that was not used upon the employee's termination, resignation, retirement, or other separation from employment.
- An employer shall pay each employee using paid medical leave at a pay rate equal to the greater of either the normal hourly or base wage for that employee or the minimum wage established under the Improved Workforce Opportunity Wage Act, 2018 PA 337, as amended.
- An employer shall not require an employee to search for or secure a replacement worker as a condition for using earned sick time.

Earned Sick Time May Be Used For

- The employee's or the employee's family member's mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the eligible employee's mental or physical illness, injury, or health condition; or preventative medical care for the eligible employee.
- For meetings at a child's school or place of care related to the child's health or disability, or the effects of domestic violence or sexual assault on the child.
- For closure of the employee's place of business by order of a public official due to a public health emergency; for an employee's need to care for a child whose school or place of care has been closed by order of a public official due to a public health emergency; or when it has been determined by the health authorities having jurisdiction or by a health care provider that the employee's or employee's family member's presence in the community would jeopardize the health of others because of the employee's or family member's exposure to a communicable disease.

Exercise of Rights

- An employer or any other person shall not interfere with, restrain, or deny the exercise of, or the attempt to exercise, any right protected under this act.
- An employer shall not take retaliatory personnel action or discriminate against an employee because the employee has exercised a right protected under this act. "Retaliatory personnel action" means any of the following:
 - Denial of any right guaranteed under this act.
 - A threat, discharge, suspension, demotion, reduction of hours, or other adverse action against an employee or former employee for exercise of a right guaranteed under this act.
 - Sanctions against an employee who is a recipient of public benefits for exercise of a right guaranteed under this act.
 - Interference with, or punishment for, an individual's participation in any manner in an investigation, proceeding, or hearing under this act.
- An employer's absence control policy shall not treat earned sick time taken under this act as an absence that may lead to or result in retaliatory personnel action.

Preparing for Changes to Paid Sick Leave in Michigan: Moving from the PMLA to the ESTA

Published:

August 16, 2024

Related Services:

[Employment Class & Collective Actions](#) > [Labor & Employment](#) >

[Subscribe to Our Mailing List](#) >

On July 31, 2024, the Michigan Supreme Court ruled in a 4-3 decision that the Michigan Legislature violated the state constitution in *Mothering Justice v. Attorney General*, when it applied an “adopt-and-amend” approach in enacting and subsequently amending voter-initiated proposals within the same legislative session. This ruling marks a significant shift for Michigan employers and reinstates the 2018 voter-initiated version of the Earned Sick Time Act (ESTA), which generally provides for more paid sick leave and requires compliance from smaller employers who were previously exempt. **The ESTA is set to become the broadest paid leave law in Michigan's history, given its extensive coverage and complex usage guidelines.**

The paid leave ballot proposal, initially adopted as the ESTA, will be reinstated effective February 21, 2025, replacing Michigan's Paid Medical Leave Act (PMLA). By this date, all covered employers must either amend their existing paid leave policies or implement new ones to comply with the ESTA. In considering whether an employer's leave policies for Michigan employees is compliant under the ESTA, employers need to consider whether they are now considered a covered employer, how sick leave accrues, employee eligibility for earned sick time, and an employee's use of earned sick time, among many other considerations. Although we will likely see further clarifications on the provisions of the ESTA from the state, and there remains uncertainty regarding the implementation of the new law, highlighted below are certain key differences between the ESTA and the PMLA:



	<p>Earned Sick Time Act</p> <p><i>As originally passed in 2018; going into effect February 21, 2025</i></p>	<p>Paid Medical Leave Act</p> <p><i>As amended in 2019; valid until February 20, 2025</i></p>
Definitions	Earned Sick Time	Paid Medical Leave
	<p>"Employee" is defined broadly, with only one stated exception for individuals employed by the U. S. government.</p>	<p>"Employee" is defined narrowly, with many stated exceptions, including: FLSA exempt employees, public employees, those covered by a collective bargaining agreement (as of the effective date, but subject to change upon expiration of the agreement), an individual employed by the U.S. government, and employees working 25 weeks or less in a calendar year, among others.</p>
	<p>"Employer" is defined broadly and includes all employers who employ one or more employees (excluding the U.S. Government). Note: "small businesses" (those employing less than 10 employees) are distinguished from other employers, which employ 10 or more employees.</p>	<p>"Employer" is defined narrowly and is limited to employers which employ 50 or more individuals.</p>
	<p>"Domestic Partner" and "[a]ny other individual related by blood or affinity whose close association with the employee is the equivalent of a family relationship" are included within the definition of "Family Member."</p>	<p>"Domestic Partner" and equivalent family relationships are not included within the definition of "Family Member."</p>

	<p>"Domestic Partner" means an adult in a committed relationship with another adult, including both same-sex and different-sex relationships.</p>	
	<p>"Retaliatory Personnel Action" means any of the following:</p> <p>(i) Denial of any right guaranteed under this act.</p> <p>(ij) A threat, discharge, suspension, demotion, reduction of hours, or other adverse action against an employee or former employee for exercise of a right guaranteed under this act.</p> <p>(iij) Sanctions against an employee who is a recipient of public benefits for exercise of a right guaranteed under this act. Such acts are strictly prohibited by employers against employees exercising or attempting to exercise their earned sick time rights.</p>	<p>"Retaliatory Personnel Action" is not included.</p>
Permitted Reasons for Leave	Includes "meetings at a child's school or place of care related to the child's health or disability, or the effects of domestic violence or sexual assault on the child."	Meetings at a child's school or place of care are not included.

Accrual and Use of Leave for Businesses Employing Less than 10 Employees ("Small Businesses")	Employees accrue 1 hour of earned sick time per 30 hours worked. Employees are not entitled to use more than 40 hours of paid earned sick time in a year unless the employer selects a higher limit. If an employee accrues more than 40 hours of earned sick time in a calendar year, the employee shall be entitled to use an additional 32 hours of unpaid earned sick time in that year, unless the employer selects a higher limit.	Employees do not accrue paid medical leave if their employer employs less than 50 employees.
Accrual and Use of Leave for Businesses Employing 10 or More Employees	Employees accrue 1 hour of earned sick time per 30 hours worked. Employees are entitled to use 72 hours of paid earned sick time per year, unless the employer selects a higher limit.	Employees working at businesses employing 50 or more employees accrue 1 hour of paid medical leave per 35 hours worked. Employees may not use more than 40 hours of paid medical leave in a year, unless the employer selects a higher limit.
Carry Over/Payout upon Separation	<p>Employees may carry over all accrued but unused earned sick time from year to year, but an employer is not required to permit employees to use more than 40 hours of paid earned sick time and 32 hours of unpaid earned sick time in a year (for small businesses), or 72 hours of paid leave (for other employers).</p> <p>This ESTA does not require payout of accrued earned sick time that was not used upon the employee's termination, resignation, retirement, or other separation from employment.</p>	<p>Employees are only permitted to carry over 40 hours of accrued but unused paid medical leave from year to year, unless the employer selects a higher limit. Usage may be capped at 40 hours per year.</p> <p>The PMLA does not require payout of unused accrued paid medical leave that was not used upon the employee's separation from employment.</p>
Front Loading	While not explicitly provided for, employers are presumed to be in compliance if the employer provides employees with earned sick	Employers are allowed to front-load and prorate an employee's paid medical leave

	time in at least the same amounts as employees would otherwise accrue under the ESTA. We expect further guidance on this front.	allowance. In such a case, employers do not have to allow carry over.*
Effect on Collective Bargaining Agreements	For employees covered by a Collective Bargaining Agreement (CBA) as of the effective date of the ESTA, employees will be eligible for earned sick time as of the CBA's initial expiration date.	Employees covered by a CBA were not eligible for paid medical leave until the stated expiration date in the collective bargaining agreement in effect as of the March 29, 2019 effective date of the PMLA.
Doctor's Notes	Employers are only permitted to request a doctor's note after an employee has been absent for more than three consecutive days. If requested by the employer, employees must provide a doctor's note in a "timely manner." If an employer chooses to require documentation for earned sick time, the employer is responsible for paying all out-of-pocket expenses the employee incurs in obtaining the documentation. If the employee does have health insurance, the employer is responsible for paying any costs charged to the employee by the healthcare provider for providing the specific documentation required by the employer.	Employers may request that employees provide a doctor's note at any point if that is the employer's usual and customary practice. In such cases, employers must give employees at least three days to provide a doctor's note.
Increments of Leave	Earned sick time may be used in the smaller of hourly increments or the smallest increment that the employer's payroll system uses to account for absences or use of other time.	Paid medical leave must be used in 1-hour increments unless the employer has a different increment policy and the policy is in writing in an employee handbook or other employee benefits document.
Reinstatement of Accrued Time Upon	Employers are required to reinstate any accrued but unused earned sick time that a former employee had if they are re-hired	Employers are not required to reinstate any accrued but unused paid medical leave that

Re-Hire	within six months.	a former employee had if they are rehired at any point.
Remedies – Civil Action	If an employer violates the ESTA, employees have three years to bring a civil action for payment of used earned sick time; rehiring or reinstatement to the employee's previous job, payment of back wages, reestablishment of employee benefits to which the employee otherwise would have been eligible if the employee had not been subjected to retaliatory personnel action or discrimination; and an equal additional amount of liquidated damages, together with costs and attorneys' fees.	Employees are not permitted to bring civil actions for employer violations.
Remedies – Filing a Claim with the Department of Licensing and Regulatory Affairs	If an employer violates the ESTA, employees have three years to file a claim with the department, but filing a claim is not a prerequisite or bar to bringing a civil action. The department will investigate any claim. The department may impose penalties and civil fines (up to \$1,000) and grant to an employee or former employee earned sick time previously withheld, any and all damages incurred by the complainant as a result of the violation, back pay, and reinstatement in the case of job loss.	If an employer violates the Act, employees have six months to file a claim with the department. The department will investigate any claim. The department may impose penalties and administrative fines (up to \$1,000) and grant an eligible employee or former eligible employee payment of all paid medical leave improperly withheld.
Rebuttable Presumption of Non-Compliance	There is a rebuttable presumption of a violation of the ESTA if an employer takes adverse personnel action against a person within 90 days after that person: (a) Files a complaint with the department or a court alleging a violation of this act;	No rebuttable presumption of violation.

	<p>(b) Informs any person about an employer's alleged violation of this act;</p> <p>(c) Cooperates with the department or another person in the investigation or prosecution of any alleged violation of this act;</p> <p>(d) Opposes any policy, practice, or act that is prohibited under this act; or</p> <p>(e) Informs any person of his or her rights under this act.</p>	
Notice Requirements	Employers must provide employees at the time of hire a written notice of the earned sick time policy, how the employer calculates the sick time benefit year, and the employee's right to bring a civil action or file a claim with the department. Notice must be provided in English, Spanish, and any language that is the first language spoken by at least 10% of the employer's workforce, as long as the department has translated the notice into such language. Employers are also required to display notice at the employer's place of business in a conspicuous and accessible location, with the same language requirements stated above.	Employers are not required to provide written notice of paid medical leave at the time of hire. Employers are only required to display notice at the employer's place of business in a conspicuous and accessible location, with no specific language requirements.
Records Retention Requirements	Employers must retain records documenting the hours worked and earned sick time taken by employees for at least three years.	Employers must retain records documenting the hours worked and paid medical leave taken by employees for at least one year.

**Note also that under the PMLA, there is a rebuttable presumption that an employer is in compliance with this act if the employer provides at least 40 hours of paid leave to an eligible employee each benefit year. Meaning that employers who have an overarching PTO policy*

that allows for leave set forth under the PMLA did not necessarily have to create a separate medical leave bank.

Although the Michigan Supreme Court's ruling reinstates the original ESTA initiative, it also stated that the legislature may amend it "as it sees fit" in subsequent sessions. The current legislative session, which extends until December 31, 2024, qualifies as a subsequent session, which means that the Michigan Legislature could create and pass new legislation to amend the original ESTA before the February 2025 effective date—or in subsequent sessions. However, whether the legislature will decide to do so remains unclear. In the meantime, employers should begin evaluating their existing paid leave policies to ensure they will come into compliance with the ETSA before February 21, 2025. Employers of employees subject to a CBA should make note of CBA expiration dates on or after February 21, 2025 and begin planning for upcoming changes affecting their unionized workforce.

Contact us

If you have any questions about the upcoming transition from the PMLA to the ESTA, please contact Erik Eisenmann, Randy Thompson, Tom Cedoz, Zoey Mayhew, Marina Fleming, Ayissa Maldonado, Dani Kandalaft, or your Husch Blackwell attorney.

Professionals:

Erik K. Eisenmann

Partner

Randall S. Thompson

Partner

Thomas J. Cedoz

Senior Associate

Zoey A. Mayhew

Senior Associate

Marina Fleming

Associate

Ayissa Maldonado

Associate

Dani Kandalaft

Paralegal

Earned Sick Time Act

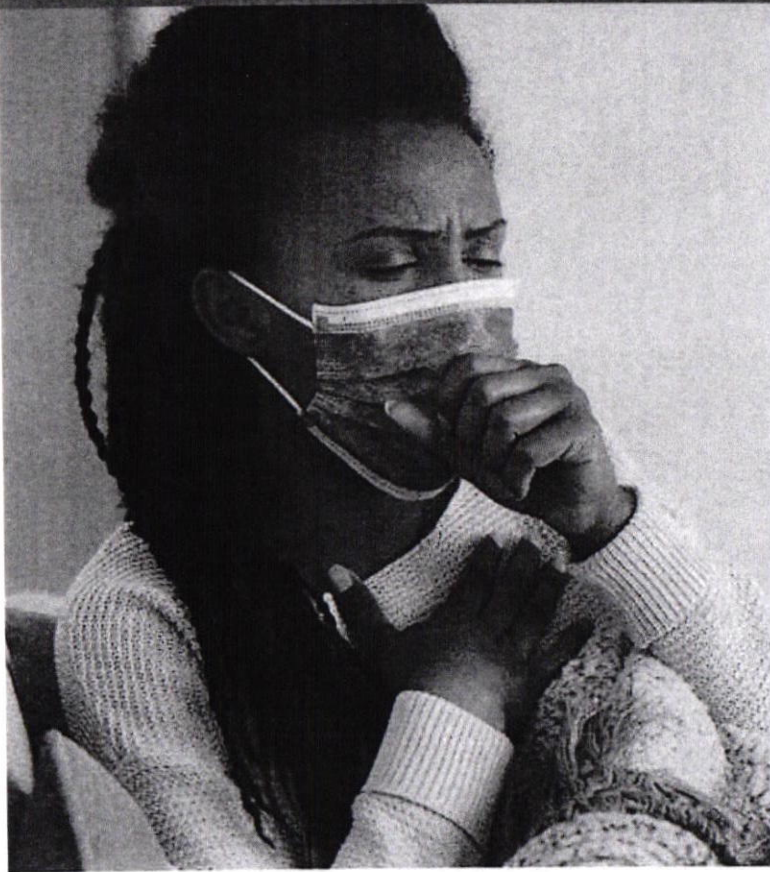
Sean Egan, LEO Deputy Director of Labor

August 27, 2024



MICHIGAN DEPARTMENT OF
**LABOR & ECONOMIC
OPPORTUNITY**

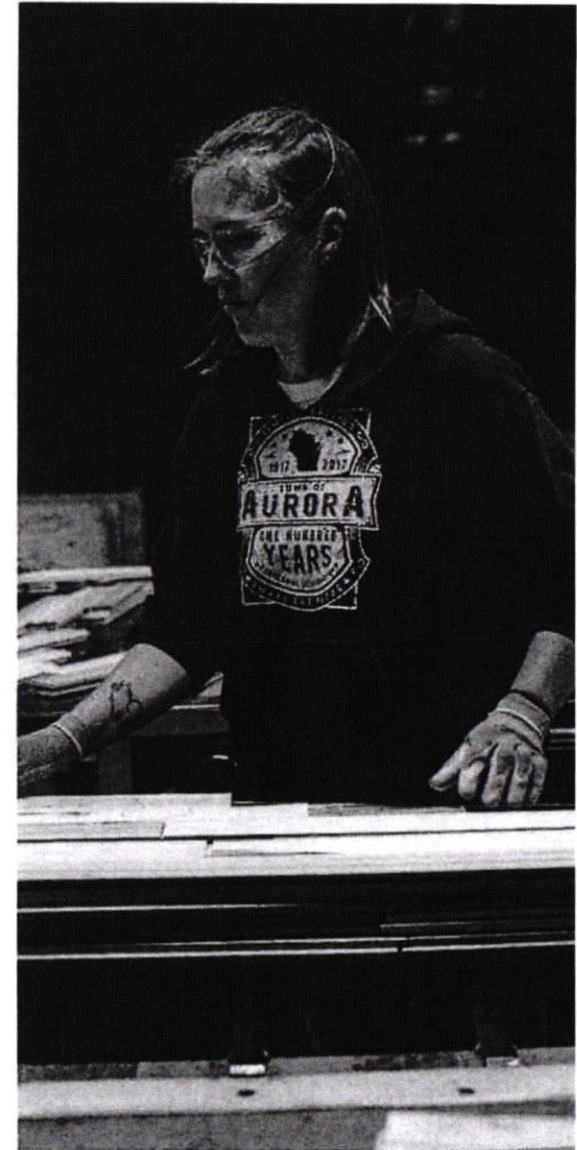
Key Provisions of Michigan's Earned Sick Time Act



- Back in Effect February 21, 2025.
- Applies to all employers in Michigan with 1 or more employees, except for those employed by the United States Government.
- Includes salaried (both exempt and non-exempt) and full and part-time hourly workers.

Key Provisions of Michigan's Earned Sick Time Act

- Employees accrue sick time at a rate of 1 hour for every 30 hours worked.
- Businesses with 10 or more employees must allow at least 72 hours of paid sick time per year to be used to the extent the leave is accrued.
- Businesses with fewer than 10 employees must allow at least 40 hours of paid sick time annually, plus an additional 32 hours of unpaid sick time to the extent leave is accrued.



Key Provisions of Michigan's Earned Sick Time Act



- Unused sick time can be carried over, but employers may limit annual use to no more than 72 hours.
- Employees have the right to pursue action if an employer interferes with or retaliates against their use of ESTA benefits, including through private action.

Frequently Asked Questions

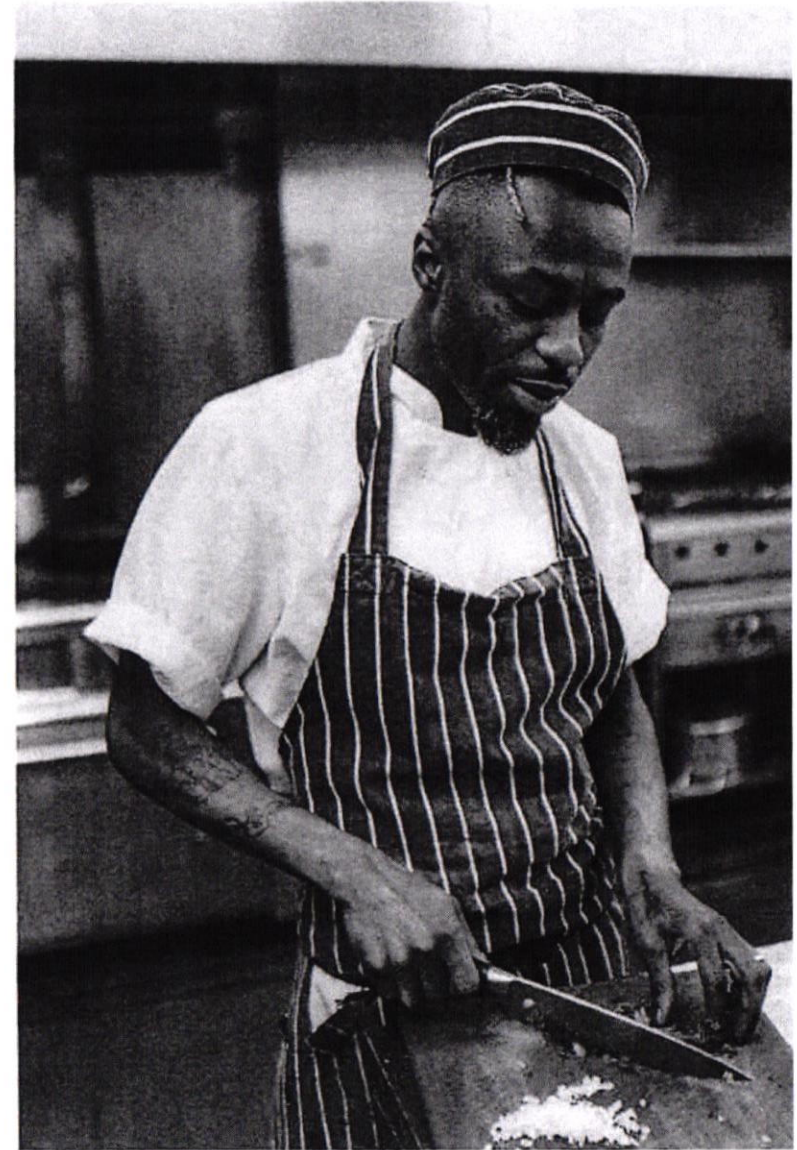
How to determine if an employer meets the 10-employee threshold?

- An employer meets the 10-employee threshold if it employs 10 or more employees in 20 or more workweeks in the current or previous calendar year.
 - *The 20 workweeks need not be consecutive.*
- Once an employer meets the 10 or more-employee threshold, the employer remains covered through the remainder of the current and following calendar year.



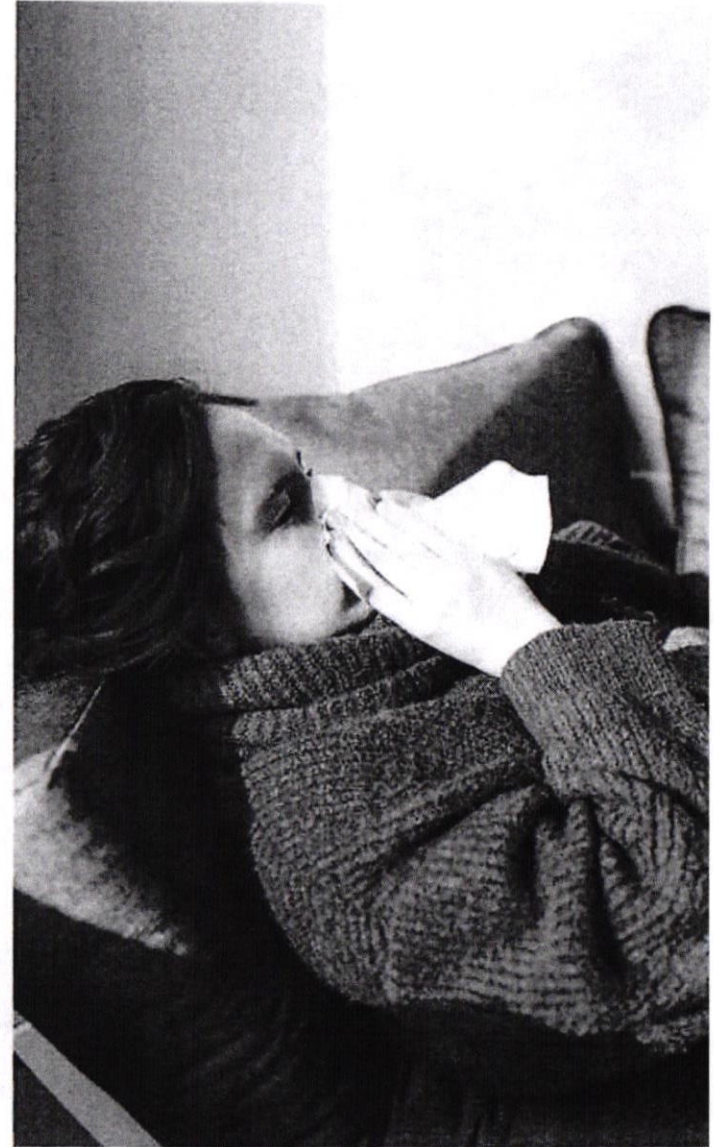
What employees are eligible to receive earned sick time?

- An eligible employee is an individual engaged in service to an employer in the business of the employer.



When does an eligible employee begin to accrue earned sick time?

- Accrual begins on **February 21, 2025**, or upon commencement of the employee's employment, whichever is later.



When can an eligible employee use earned sick time?

Reasons include:

- The employee's mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the employee's mental or physical illness, injury, or health condition; or preventative medical care for the employee.
- For the employee's family member's mental or physical illness, injury, or health condition; medical diagnosis, care, or treatment of the employee's family member's mental or physical illness, injury, or health condition; or preventative medical care for a family member of the employee.



When can an eligible employee use earned sick time?

- If the employee or the employee's family member is a victim of domestic violence or sexual assault, for medical care or psychological or other counseling for physical or psychological injury or disability; to obtain services from a victim services organization; to relocate due to domestic violence or sexual assault; to obtain legal services; or to participate in any civil or criminal proceedings related to or resulting from the domestic violence or sexual assault.
- For meetings at a child's school or place of care related to the child's health or disability, or the effects of domestic violence or sexual assault on the child; or



When can an eligible employee use earned sick time?

- For closure of the employee's place of business by order of a public official due to a public health emergency; for an employee's need to care for a child whose school or place of care has been closed by order of a public official due to a public health emergency; or when it has been determined by the health authorities having jurisdiction or by a health care provider that the employee's or employee's family member's presence in the community would jeopardize the health of others because of the employee's or family member's exposure to a communicable disease, whether or not the employee or family member has actually contracted the communicable disease.



Can an employer require an employee to provide notice of and documentation for the use of earned sick time?

- If the need for earned sick time is foreseeable, an employer may require advance notice not to exceed 7 days prior to the date the earned sick time is to begin, of the intention to use the earned sick time.
- If the need for earned sick time is not foreseeable, an employer may require the employee to give notice of the intention as soon as practicable.



Can an employer require an employee to provide notice of and documentation for the use of earned sick time?

- For earned sick time of more than 3 consecutive days, an employer may require reasonable documentation. Upon request the employee must provide this documentation in a timely manner.
 - *Documentation should not include a description of the illness or details of the violence.*
 - *If an employer requires documentation, it is responsible for paying all out-of-pocket expenses the employee incurs in obtaining the documentation.*
 - *An employer cannot delay commencement of the leave based on a failure to receive documentation.*



For more information visit,
Michigan.gov/EarnedSickTime



MiDeptLEO



MichiganLEO



MichiganLEO



MichiganLEO

**Exhibit A to the
Human Resources Service Agreement**

Statement of Work # 1

This Statement of Work (this "Statement of Work" or "SOW") is entered into on January 8, 2025 ("SOW Effective Date") by and between Acrisure Great Lakes Partners Insurance Services, LLC ("Acrisure") and Thornapple Township ("Client") pursuant to and in accordance with that certain Human Resources Service Agreement, by and between Acrisure and Client dated as of the Effective Date (the "Agreement").

This Statement of Work is subject to the terms and conditions of the Agreement, each of which is incorporated herein by this reference. Capitalized terms used but not defined herein shall have the meanings ascribed to them in the Agreement. In the event that any term or condition in this Statement of Work is in addition to, or inconsistent with, those set forth in the Agreement, the Parties acknowledge and agree that the terms of the Agreement shall supersede and prevail.

Scope of Services. Subject to the other terms and conditions of this Agreement, Acrisure may provide Client services set forth below ("Services"):

Project Description:	Human Resources ("HR") Consulting
Responsibilities, Deliverables, and/or Activities:	<p>Acrisure shall use reasonable efforts to perform the following services:</p> <ul style="list-style-type: none"> • Assess existing sick leave, PTO, and attendance policies; • Identify gaps or areas of non-compliance in Client's existing policies with the Michigan Earned Sick Time Act ("ESTA") requirements; • Provide recommendations regarding ESTA tailored to Client's business needs and size; • Draft or revise policy to align with existing and understood ESTA requirements; • Provide detailed leave comparison chart; • Provide Client access to HR consultants to answer questions regarding ESTA through February 28, 2025; • Provide guidance on implementing ESTA-compliant practices; and • Provide legislative updates on ESTA through and until February 28, 2025.
Services Fees or Rate:	Client shall pay Acrisure a Service fee of \$1500, due upon completion of the Services.
Other provisions	This SOW terminates effective February 28, 2025. In the event of a change in laws, rules, regulations, or existing legislation after Acrisure completes the Services, the Service Fee is still due and payable under the terms of this Agreement. If a portion of the Services are completed, a prorated fee is still due and payable under the terms of this Agreement.

[SIGNATURE PAGE FOLLOWS]

INTENDING TO BE LEGALLY BOUND, the Parties have executed this SOW as of the SOW Effective Date.

**ACRISURE GREAT LAKES PARTNERS
INSURANCE SERVICES, LLC**

THORNAPPLE TOWNSHIP

By: _____
(Authorized signature)
Ryan G. Foley
Executive Vice President

By: _____
(Authorized signature)
Cindy Ordway
Township Clerk

HUMAN RESOURCES SERVICES AGREEMENT

This Human Resources Services Agreement (this "Agreement"), effective as of January 8, 2025 (the "Effective Date"), is entered into by and between Acrisure Great Lakes Partners Insurance Services, LLC, a Michigan limited liability company having its principal place of business at 100 Ottawa Avenue SW, Grand Rapids, MI 49503 ("Acrisure") and Thornapple Township, having its principal place of business at 200 E. Main St., PO Box 459, Middleville, MI 49333 ("Client") (together, the "Parties," and each, a "Party").

In consideration of the foregoing, and the mutual covenants, terms and conditions set out herein, the Parties agree as follows:

1. **Acrisure's Duties.** Subject to the other terms and conditions of this Agreement, Acrisure will use reasonable efforts to provide to Client, either by itself, or via a third party, the services set forth on a statement of work or statements of work sequentially numbered in a format similar to Exhibit A which specifically references this Agreement and is signed by both Parties (each an "SOW"). Each SOW will expressly refer to this Agreement, will form a part of this Agreement, and will be subject to the terms and conditions contained herein. A SOW may be amended only by written agreement of the Parties.

2. **Client's Duties.** Client shall reasonably cooperate with Acrisure in the performance of Acrisure's duties by providing Acrisure reasonably complete and accurate information as to Client's employees, salaries and benefits, payroll systems, and any other pertinent information that Acrisure requests as Applicable for Acrisure to perform its duties under this Agreement.

3. **Payment of Fees.** Client shall pay Acrisure the fees as set forth on each SOW (the "Fee").

4. **Term/Cancellation.** This Agreement shall commence on the Effective Date and continue for a period of one (1) year from the Effective Date ("Initial Term"). The Initial Term shall automatically renew in successive one (1) year periods (each, a "Renewal Term"), unless either Party notifies the other Party in writing at least thirty (30) days prior to the end of the Initial Term or applicable Renewal Term (the Initial Term and the Renewal Term(s) being the "Term"). Any expiration or termination of this Agreement shall not relieve either Party from its responsibilities prior to such expiration or termination. This Agreement may be terminated by either Party by written notice to the other Party, effective immediately, if such other Party has violated any applicable law or regulation or has violated a material term of this Agreement and such violation remains uncured for ten (10) days after receiving written notice thereof in accordance with the terms and conditions herein. This Agreement may be terminated by either Party for any or no reason, at any time, by providing the other Party with thirty (30) days' prior written notice.

5. **Relationship of Parties.** At all times during the term of this Agreement, the relationship between Acrisure and Client shall be that of independent contractors. Nothing contained herein shall indicate that the Parties hereto have any employer/employee relationship, joint venture, partnership, agency relationship, or right or power to represent or act on behalf of each other except as set forth in this Agreement. All expenses incurred by the Parties hereto in the performance of their respective duties under this Agreement shall be paid by such Party. Each Party shall bear full responsibility to withhold and pay any and all taxes related to each Party's respective obligations under this Agreement.

6. **Protected Health Information.** In order to provide the Services, Acrisure may require access to Protected Health Information as that term is defined by the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") of Client's employees and benefit plan participants. If applicable: (a) Acrisure and Client will enter into a Business Associate Agreement, as required by law and (b) Acrisure agrees to establish reasonable standards to protect and prevent the unauthorized disclosure of such

information and will safeguard Protected Health Information as required by federal law and in accordance with industry standards.

7. **Confidentiality.** All non-public, confidential or proprietary information including, but not limited to, trade secrets, technology, information pertaining to business operations and strategies, and information pertaining to customers, pricing, and marketing (collectively, "Confidential Information"), disclosed on or after the Effective Date by either Party or any of its affiliates, (the "Disclosing Party") or any of the Disclosing Party's employees, officers, directors, partners, shareholders, members, managers, agents, attorneys, accountants, wholesalers, advisors, vendors, insurers, insurance intermediaries or other representatives (collectively, "Representatives") to the other Party or any of its affiliates, (the "Receiving Party"), or to any of the Receiving Party's Representatives, whether disclosed orally or disclosed or accessed in written, electronic or other form or media, and whether or not marked, designated or otherwise identified as "confidential," in connection with this Agreement is confidential, and shall not be disclosed, used, or copied by the Receiving Party without the prior written consent of the Disclosing Party. The Receiving Party agrees to use the Confidential Information only in the context of this Agreement. The Disclosing Party shall be entitled to seek specific performance and injunctive relief and other equitable relief as a remedy for any violation of this Section.

a. **Exclusions from Confidential Information.** Confidential Information does not include information that is (i) in the public domain other than as a result of, directly or indirectly, any violation of this Agreement by the Receiving Party; (ii) known to the Receiving Party at the time of disclosure as established by documentary evidence; (iii) rightfully obtained by the Receiving Party on a non-confidential basis from a third party; provided that the Receiving Party reasonably believes such third party was not prohibited from providing access to such Confidential Information by a legal, fiduciary or contractual obligation; or (iv) independently developed by the Receiving Party or any of its Representatives, as established by documentary evidence, without reference to or use of any of the Disclosing Party's Confidential Information.

b. **Return or Destruction of Confidential Information.** At any time during or after the term of this Agreement, at the Disclosing Party's written request, the Receiving Party shall promptly return to the Disclosing Party all copies, whether in written, electronic or other form or media, of the Disclosing Party's Confidential Information, or destroy all such copies and certify in writing to the Disclosing Party that such Confidential Information has been destroyed; provided, however, that the Receiving Party may retain copies of Confidential Information (i) in order to comply with applicable law or regulation, (ii) to comply with the Receiving Party's records management or similar policy, or (iii) that are stored on the Receiving Party's IT backup and disaster recovery systems until the ordinary course deletion thereof. The Receiving Party and its Representatives shall continue to be bound by the terms and conditions of this Agreement with respect to such retained Confidential Information. This Section shall survive any expiration or termination of this Agreement.

c. **Required Disclosure.** Any disclosure by the Receiving Party or any of its Representatives of any of the Disclosing Party's Confidential Information required by applicable law, regulation, or legal, regulatory, or judicial process (a "Legal Order") shall be subject to the terms of this Section. Before making any such disclosure, the Receiving Party shall provide the Disclosing Party with written notice of such requirement to the extent not prohibited by law or regulation so that the Disclosing Party may seek, at its sole cost and expense, a protective order or other remedy; provided, however, that no such notice shall be required if the Receiving Party is requested or required to disclose Confidential Information in the course of routine supervisory examinations or regulatory oversight by regulatory authorities with jurisdiction over the Receiving Party. If, after providing such notice and protective order or other remedy, the Receiving Party

remains subject to the Legal Order to disclose any Confidential Information, the Receiving Party shall disclose no more than that portion of the Confidential information which, on the advice of the Receiving Party's legal counsel, such Legal Order specifically requires the Receiving Party to disclose, as per the applicable court or agency orders.

d. No Representations or Warranties. The Disclosing Party makes no representation or warranty, expressed or implied, as to the accuracy or completeness of the Confidential Information disclosed to the Receiving Party. The Disclosing Party shall not be liable to the Receiving Party relating to or resulting from the use of any of the Confidential Information or any errors therein or omissions therefrom.

8. Disclaimer of Fiduciary Responsibility. To the extent any law or regulation incurs any fiduciary responsibility, Acrisure and Client acknowledge and agree that: (a) Acrisure shall have no discretionary authority or discretionary control with respect to the management and administration of any employee benefit plan sponsored by Client or coverages selected by Client; (b) Acrisure shall exercise no authority or control with respect to the management or disposition of the assets of Client, including any assets of any employee benefit plan sponsored by Client; and, (c) Acrisure shall perform Services pursuant to this Agreement in a non-fiduciary capacity.

9. No Legal or Tax Advice. Client agrees that Acrisure is not a law or accounting firm and that no client-attorney relationship has been created by entry into this agreement or any other agreement with Acrisure. Client agrees that Acrisure is not in any way retained as legal counsel for Client or for tax or accounting services. Client agrees that Acrisure has not in the past, is not in the present and will not in the future provide any legal or tax advice on any matter to user for any purpose whatsoever. Client agrees that Acrisure will not now or in the future in any way represent Client in any legal matter whether in litigation or otherwise.

10. Disclaimer of Warranties. The Services are provided "as is" without warranty of any kind, express or implied. The use of the Services by Client is at Client's sole risk. Acrisure does not warrant that the Services will be uninterrupted or error free, nor does Acrisure make any warranty as to any results that may be obtained by use of the Services. Acrisure makes no other warranties, express or implied, including any implied warranties of merchantability, non-infringement, or fitness for a particular purpose. It is understood that Client is not relying on Acrisure for legal, tax or accounting interpretation, opinion or similar advice. Acrisure makes no warranty or representation that any information provided by it, to Client is accurate. Final review of the Services and any work performed under this Agreement is the responsibility of Client.

11. Limitation of Liability. Under no circumstances shall Acrisure be liable for any lost profits or for any indirect, incidental, consequential, special or punitive damages for any matter arising from or relating to this agreement or the Services provided hereunder, whether such liability is asserted on the basis of contract, tort, or otherwise. In no event shall Acrisure's total liability to Client exceed the total fees received by Acrisure from the injured Party during the twelve (12) months preceding such injury.

12. Non-Solicitation. During the Agreement term and for a period of two (2) years after the completion of the Services or termination of the Agreement, Client will not directly or indirectly solicit, employ or retain in any capacity, or directly or indirectly offer to employ or retain in any capacity, any personnel of Acrisure who are working or have worked to provide the Services.

13. Entire Agreement. This Agreement constitutes the sole and entire agreement of the Parties regarding the subject matter contained herein, and supersedes all prior and contemporaneous understandings, agreements, representations and warranties, both written and oral, regarding such subject

matter. This Agreement may only be amended, modified or supplemented by an agreement in writing signed by each Party hereto.

14. Severability. If any term or provision of this Agreement is invalid, illegal or unenforceable in any jurisdiction, such invalidity, illegality or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction.

15. Governing Law; Jurisdiction; Venue. This Agreement shall be governed by and construed in accordance with the internal laws of the State of Michigan without giving effect to any choice or conflict of law provision or rule (whether of the State of Michigan or any other jurisdiction) that would cause the application of laws of any jurisdiction other than those of the State of Michigan. Any legal suit, action or proceeding arising out of or relating to this Agreement, or any related transactions between the Parties shall be instituted in the federal courts of the United States of America or the courts of the State of Michigan, and each Party irrevocably submits to the exclusive jurisdiction of such courts in any such suit, action or proceeding. Service of process, summons, notice or other document by hand delivery or certified mail in accordance with Section 18 below shall be effective service of process for any suit, action or other proceeding brought in any such court.

16. Indemnification. In the event of any third party claim(s) asserted against a Party on account of a material breach of this Agreement or related to the gross negligence of the other Party, then such other Party agrees to fully indemnify, defend, and hold harmless the Party against whom the claim was made, and all of its subsidiaries, affiliates and Representatives (including their respective officers, directors, employees, successors, and agents) from and against any and all losses, claims, expenses, damages and liabilities (including attorney's fees and costs) incurred in connection with or as a result of such claim to the extent related to this Agreement and such obligations. The indemnifying Party's obligations under this Section shall not apply to the extent that any claim is directly caused by the gross negligence or other wrongful conduct of the indemnified Party.

17. Force Majeure. Neither Party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes, to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, breakdown of web host, breakdown of internet service provider, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, generalized lack of availability of raw materials or energy (each a "Force Majeure"). For the avoidance of doubt, Force Majeure shall not include: (a) financial distress nor the inability of either Party to make a profit or avoid a financial loss; (b) changes in market prices or conditions; or (c) a Party's financial inability to perform its obligations hereunder.

18. Notices. All notices, requests, consents, claims, demands, waivers and other communications hereunder shall be in writing and shall be deemed to have been given: (a) when delivered by hand (with written confirmation of receipt); (b) when received by the addressee if sent by a nationally recognized overnight courier (return receipt requested); (c) on the date sent by facsimile or email (with confirmation of transmission) if sent during normal business hours of the recipient, and on the next business day if sent after normal business hours of the recipient; or (d) on the third business day after the date mailed, by certified or registered mail, return receipt requested, postage prepaid. Such communications must be sent to the respective Parties at the addresses set out on the first page of this Agreement (or to such other address that may be designated by a Party from time to time in accordance with this Section).

19. Assignment. Neither Party may assign any of its rights or delegate any of its obligations hereunder without the prior written consent of the other Party, such consent not to be unreasonably withheld. Any purported assignment or delegation in violation of this Section shall be null and void.

20. Waiver. No waiver by any Party of any of the provisions hereof shall be effective unless explicitly set out in writing and signed by the Party so waiving. No waiver by any Party shall operate or be construed as a waiver in respect of any failure, breach or default not expressly identified by such written waiver, whether of a similar or different character, and whether occurring before or after that waiver. No failure to exercise, or delay in exercising, any right, remedy, power or privilege arising from this Agreement shall operate or be construed as a waiver thereof; nor shall any single or partial exercise of any right, remedy, power or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power or privilege.

21. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement. A signed copy of this Agreement delivered by facsimile, email or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

INTENDING TO BE LEGALLY BOUND, the Parties have executed this Agreement as of the Effective Date.

**ACRISURE GREAT LAKES PARTNERS
INSURANCE SERVICES, LLC**

THORNAPPLE TOWNSHIP

By: _____
(Authorized signature)
Ryan G. Foley
Executive Vice President

By: _____
(Authorized signature)
Cindy Ordway
Township Clerk

Certificate Of Completion

Envelope Id: AF38682E-AA02-4477-8B58-A807CEF3581C

Status: Sent

Subject: Onit CLM Electronic Signature Request: Contract Name - HR Consulting Agreement - Thornapple Township

Source Envelope:

Document Pages: 7

Signatures: 0

Envelope Originator:

Certificate Pages: 4

Initials: 0

Legal Onit Integration User

AutoNav: Enabled

100 Ottawa Avenue, SW

EnvelopeId Stamping: Enabled

Grand Rapids, MI 49503

Time Zone: (UTC-05:00) Eastern Time (US & Canada)

legalcontracts@acrisure.com

IP Address: 18.191.58.107

Record Tracking

Status: Original

Holder: Legal Onit Integration User

Location: DocuSign

1/8/2025 12:49:36 PM

legalcontracts@acrisure.com

Signer Events

Signature

Timestamp

Cindy Ordway

Sent: 1/8/2025 12:50:41 PM

clerk@thornapple-twp.org

Viewed: 1/8/2025 1:00:35 PM

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Accepted: 1/8/2025 1:00:35 PM

ID: 966602e9-cbe6-42d5-abfc-627671922906

Liz Verburg

everburg@acrisure.com

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Accepted: 2/27/2024 2:04:46 PM

ID: c1862ff4-6405-48e3-b1d6-19f7224873f5

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent

Hashed/Encrypted

1/8/2025 12:50:41 PM

Payment Events

Status

Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Acrisure, LLC (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Acrisure, LLC:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: ksmith@acrisure.com

To advise Acrisure, LLC of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at ksmith@acrisure.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Acrisure, LLC

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to ksmith@acrisure.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Acrisure, LLC

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to ksmith@acrisure.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Acrisure, LLC as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Acrisure, LLC during the course of your relationship with Acrisure, LLC.