

City of Potterville - Council Agenda

Thursday, October 17, 2024 at 6:00 p.m. – Potterville City Hall, 319 N. Nelson Street

A. Call to Order:

B. Pledge of Allegiance:

C. Roll Call:

D. Approval of Agenda:

E. Approval of Minutes: Regular Meeting September 19, 2024

F. Approval of Bills: General Bills	\$78,194.97 + \$29,794.04 = \$107,989.01
Gizzard Fest	<u>\$4,000.00</u>
TOTAL AP	= \$111,989.01

G. City Manager's Report: Manager's report is in the packet.

H. Public Comment on agenda items:

I. Communications:

J. Department Reports: Reports are in the packet.

K. New Business:

1. Receive Fiscal Audit 2024 of Financial Statements
2. Appointments for Planning Commission and Zoning Board of Appeals.
3. Resolution to File Petition to Abandon a Portion of the Potter Drain at the request of the ECDC and Property Owner.
4. Petition to Abandon the Portion of Drain and have filed at EC Register of Deeds
5. Abandon Partial Release Agreement at the request of the ECDC and Property Owner and have filed at EC Register of Deeds.
6. Drain Easement for Parcel ID #700-023-400-600-01 (City Park) and have Drain Easement filed at Eaton County Register of Deeds and Drain Commission.
7. Renewal Benton Potterville EMS and Fire Agreement.
8. Closed Session with legal counsel regarding City's Water and Wastewater System Improvements Project from 2017-2018. Regarding utility work on East Cherry Street, - Open Meetings Act statute (MCL 15.268(1)(h)),
9. Settlement Agreement and Mutual Release.

L. Public Comment on non-agenda items:

M. Communications from the Council:

N. Next Regular Meeting: Thursday, November 21, 2024, at 6:00 p.m.

O. Excuse absent member(s):

P. Adjourn:

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
Fax: (517) 645-7810 ♦ www.pottervillemi.org

The City Council Special Meeting was called to order by Mayor Lenneman on Thursday, September 19, 2024, at 6:00 pm at City Hall and the Pledge of Allegiance was recited.

Roll Call: Present: Mayor Lenneman, Deputy Mayor Potter, Member Connor, Member Myers-Southerly Member Nichols, and Member Ranshaw.

Absent: Member Sweeney

Approval of Agenda: Motion by Member Nichols. Supported by Member Ranshaw. Vote: Unanimous. Motion Carried (6-0).

Approval of Minutes: August 15, Motion by Member Myers-Southerly. Supported by Member Deputy Mayor Potter. Vote: Unanimous. Motion Carried (6-0).

Approval of Bills: Motion to pay General Bills in the amount of \$122,327.37 by Deputy Mayor Potter. Supported by Member Connor. Roll Call Vote: Unanimous. Motion Carried (6-0).

Public Comment on Agenda Items: None

Department Reports: Zoning Administrator Miller shared the MSHDA grant awarded for the updating of Zoning Code Ordinances. The Gizzard Fest Committee donated \$4,000 to Benton Twp. Fire Dept event. Chief Berry introduced new part-time police officer Lee Haynor.

Limited Access Agreement: Motion for approval by Member Nichols. and supported by Member Myers-Southerly. Vote: Unanimous. Motion Carried (6-0).

MSHDA Grant Agreement: Motion for approval by Member Nichols. and supported by Deputy Mayor Potter. Vote: Unanimous. Motion Carried (6-0).

Renewal Benton Potterville EMS and Fire Agreement: Motion by Member Nichols for approval with the Base amount of \$162,400 with 4% cumulative rate annually. We would like a 5-year contract but will accept a 3-year contract. and supported by Supported by Member Connor. Roll Call Vote: Unanimous. Motion Carried (6-0).

Excuse Absent Members: Motion by member Nichols to excuse Member Sweeney. Supported by Member Myers-Southerly. Vote: Unanimous. Motion Carried. (6-0)

Public Comment on Non-Agenda Items: None

Next Regular Meeting: October 17, 2024

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
Fax: (517) 645-7810 ♦ www.pottervillemi.org

Meeting Adjourned: 7:15 pm

Respectfully Submitted by:

Becky Dolman, City Clerk

10/10/2024 03:14 PM
 User: RDOLMAN
 DB: Pottersville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
 EXP CHECK RUN DATES 09/20/2024 - 10/10/2024
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GEN

Page: 1/4

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ACE HARDWARE-GRAND LEDGE		
9148	PLIER, TANK LEVER, CHAIN & HOOK FLAPPER, FASTENERS	65.26
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		65.26
VENDOR NAME: ALRO STEEL		
EIP7665LZ	USABLE DROPS - ALUM SHAPES	14.18
TOTAL VENDOR ALRO STEEL		14.18
VENDOR NAME: APPLIED IMAGING		
263314	EQUIPMENT AND PRINTING	52.72
TOTAL VENDOR APPLIED IMAGING		52.72
VENDOR NAME: BOBCAT OF LANSING		
P71069	RETURN OF PART	(37.20)
P70572	SUPPLIES	37.20
TOTAL VENDOR BOBCAT OF LANSING		0.00
VENDOR NAME: CHARLOTTE LITHOGRAPH INC.		
501807	ELECTION DIRECTIONS	16.55
TOTAL VENDOR CHARLOTTE LITHOGRAPH INC.		16.55
VENDOR NAME: CITY OF POTTERVILLE		
8/27-9/25/24	UTILITIES	485.52
TOTAL VENDOR CITY OF POTTERVILLE		485.52
VENDOR NAME: CMP DISTRIBUTORS		
017515	UNIFORM	328.00
TOTAL VENDOR CMP DISTRIBUTORS		328.00
VENDOR NAME: COMCAST		
9/20-10/19/24	INTERNET	126.90
TOTAL VENDOR COMCAST		126.90
VENDOR NAME: CONSUMERS ENERGY		
162 MEMORIAL DR	RETIRE INACTIVE GAS SERVICE	200.00
SEPT. 2024	UTILITIES	2,560.39
8/21-9/19/24	UTILITIES	6,642.96
TOTAL VENDOR CONSUMERS ENERGY		9,403.35
VENDOR NAME: D & L FUELS		
206805	PREMIUM	425.45
206806	GAS	629.28
TOTAL VENDOR D & L FUELS		1,054.73
VENDOR NAME: DELTA DENTAL		
OCT 2024	DENTAL BENEFITS	909.36
TOTAL VENDOR DELTA DENTAL		909.36
VENDOR NAME: DORNBOS SIGN & SAFETY INC.		
INV78540	RP GRANT - SIGNS	37.30
TOTAL VENDOR DORNBOS SIGN & SAFETY INC.		37.30
VENDOR NAME: ELHORN ENGINEERING		
303963	CHLOR	985.00
TOTAL VENDOR ELHORN ENGINEERING		985.00
VENDOR NAME: FERGUSON WATERWORKS- METER ACCT		
0203592	MTR FLG KIT	1,149.02
0203592-1	MTR	115.98
TOTAL VENDOR FERGUSON WATERWORKS- METER ACCT		1,265.00
VENDOR NAME: FOSTER SWIFT COLLINS & SMITH		
895418	GENERAL, PROSECUTIONS, CHERRY ST	13,702.25
TOTAL VENDOR FOSTER SWIFT COLLINS & SMITH		13,702.25

10/10/2024 03:14 PM
 User: RDOLMAN
 DB: Potterville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
 EXP CHECK RUN DATES 09/20/2024 - 10/10/2024
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GEN

Page: 2/4

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: GORDON'S FOOD SERVICE		
809267273	CONCESSIONS	506.55
809267529	CONCESSIONS	339.88
809268021	CONCESSIONS	388.93
TOTAL VENDOR GORDON'S FOOD SERVICE		1,235.36
VENDOR NAME: GRANGER CONTAINER SERVICE, INC		
27380699	WASTE SERVICES	243.55
TOTAL VENDOR GRANGER CONTAINER SERVICE, INC		243.55
VENDOR NAME: GRIFFIN, DEBRA		
SEPT - OCT. 2024	MILEAGE	25.61
TOTAL VENDOR GRIFFIN, DEBRA		25.61
VENDOR NAME: HUTSON, INC		
10646568	ALAMO SWITCH BLADE PUMP	1,247.58
TOTAL VENDOR HUTSON, INC		1,247.58
VENDOR NAME: INTERSTATE BATTERIES		
989802450	SUPPLIES	137.95
TOTAL VENDOR INTERSTATE BATTERIES		137.95
VENDOR NAME: J & K COMMUNICATIONS, INC.		
131248	IT SUPPORT	169.65
TOTAL VENDOR J & K COMMUNICATIONS, INC.		169.65
VENDOR NAME: JUST A FEW M/C		
PSE24-0003	REFUND OF DEPOSIT FROM SPECIAL EVENT TACO PARTY	100.00
TOTAL VENDOR JUST A FEW M/C		100.00
VENDOR NAME: LANSING UNIFORM		
104896	BOOTS FOR LOPEZ	200.00
TOTAL VENDOR LANSING UNIFORM		200.00
VENDOR NAME: MCLEAN FARMS		
9/26/24	STRAW	275.00
TOTAL VENDOR MCLEAN FARMS		275.00
VENDOR NAME: MENARDS-LANSING WEST		
83310	CABLE TIES	162.25
TOTAL VENDOR MENARDS-LANSING WEST		162.25
VENDOR NAME: MICHIGAN DEPT OF ENVIRONMENTAL		
761-11224036	WATER TESTING	48.00
TOTAL VENDOR MICHIGAN DEPT OF ENVIRONMENTAL		48.00
VENDOR NAME: MICHIGAN MUNICIPAL LEAGUE		
3704	MEMBERSHIP DUES	1,933.00
TOTAL VENDOR MICHIGAN MUNICIPAL LEAGUE		1,933.00
VENDOR NAME: MICHIGAN POLICE EQUIPMENT		
SO191217	BODY ARMOUR	472.00
TOTAL VENDOR MICHIGAN POLICE EQUIPMENT		472.00
VENDOR NAME: MIEDEMA'S REPOCAST		
2159644	OUTDOOR STONE TRASH CANS	182.90
TOTAL VENDOR MIEDEMA'S REPOCAST		182.90
VENDOR NAME: MMTA		
1060	TREASURER MEMBERSHIP 2025	99.00
TOTAL VENDOR MMTA		99.00
VENDOR NAME: MTECH		
IN245256	16X120 STANDARD DUTY	925.64

10/10/2024 03:14 PM
 User: RDOLMAN
 DB: Pottersville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
 EXP CHECK RUN DATES 09/20/2024 - 10/10/2024
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GEN

Page: 3/4

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: MTECH		
	TOTAL VENDOR MTECH	925.64
VENDOR NAME: MUNICIPAL SUPPLY		
83302	SUPPLIES	120.00
	TOTAL VENDOR MUNICIPAL SUPPLY	120.00
VENDOR NAME: PAYTON ASSESSING, LLC		
SEPT. 2024	ASSESSING SERVICES	1,416.67
	TOTAL VENDOR PAYTON ASSESSING, LLC	1,416.67
VENDOR NAME: PHP		
OCT 2024	MEDICAL BENEFITS	6,053.09
	TOTAL VENDOR PHP	6,053.09
VENDOR NAME: POTTERVILLA APPLIED TECHNOLOGY		
29478	ANNUAL SERVICE FEE - IT SERVICES	3,320.15
29884	MONTHLY FEE FREEDOM PACKAGE	3,320.15
	TOTAL VENDOR POTTERVILLA APPLIED TECHNOLOGY	6,640.30
VENDOR NAME: PROGRESSIVE ARCHITECTS,ENGINEE		
00199764	ZONING ORDINANCE, MASTER PLAN AND CIP	1,500.00
002000020	ZONING ORDINANCE, MASTER PLAN, AND CIP	3,000.00
	TOTAL VENDOR PROGRESSIVE ARCHITECTS,ENGINEE	4,500.00
VENDOR NAME: QUILL CO		
40685066	ELECTION LABELS AND COUNCIL CLIPS	78.80
40449909	PRINTER TONER	69.99
40505984	TONER	63.41
40514234	PAPER AND TONER	237.55
	TOTAL VENDOR QUILL CO	449.75
VENDOR NAME: SHARE CORPORATION		
280930	ELECTRONIC HEARING PROTECTOR	195.15
	TOTAL VENDOR SHARE CORPORATION	195.15
VENDOR NAME: THE COUNTY JOURNAL		
282127	RP GRANT - SUNSET HILLS PARK GRANT RIBBON CUTTING	223.04
282126	RP GRANT - SUNSET HILLS PARK GRANT RIBBON CUTTING	223.04
	TOTAL VENDOR THE COUNTY JOURNAL	446.08
VENDOR NAME: THE FLOWER GARDEN		
10/7/24	MUMS	104.96
	TOTAL VENDOR THE FLOWER GARDEN	104.96
VENDOR NAME: THE PARTS PLACE-CHARLOTTE		
577-272043	SUPPLIES	15.47
577-272044	SUPPLIES	20.28
577-272098	SUPPLIES	118.03
	TOTAL VENDOR THE PARTS PLACE-CHARLOTTE	153.78
VENDOR NAME: UNITED STATES POST OFFICE		
OCT 2024	WATER/SEWER BILLS OCT 2024	232.62
	TOTAL VENDOR UNITED STATES POST OFFICE	232.62
VENDOR NAME: UNUM LIFE INSURANCE		
SEPT. 2024	SHORT/LONG TERM DISABILITY INSURANCE	350.63
	TOTAL VENDOR UNUM LIFE INSURANCE	350.63
VENDOR NAME: VERIZON WIRELESS		
9975189336	9/2-10/1/24	607.50
	TOTAL VENDOR VERIZON WIRELESS	607.50
VENDOR NAME: VISION SERVICE PLAN		
OCT 2024	VISION	166.75

10/10/2024 03:14 PM
 User: RDOLMAN
 DB: Pottersville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
 EXP CHECK RUN DATES 09/20/2024 - 10/10/2024
 BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
 BANK CODE: GEN

Page: 4/4

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: VISION SERVICE PLAN		
	TOTAL VENDOR VISION SERVICE PLAN	166.75
VENDOR NAME: VREDEVELD HAEFNER LLC		
6533	AUDIT	8,400.00
	TOTAL VENDOR VREDEVELD HAEFNER LLC	8,400.00
VENDOR NAME: WIGHTMAN		
89773	RP GRANT -SUNSET HILLS PARK	1,691.94
89774	SMALL URBAN PROJECT	3,407.14
89771	CAMBRIA RIDGE PHASE II	975.00
89775	CHERRY ST	2,160.00
89776	GENERAL ENGINEERING	2,416.25
89772	GENERAL ENGINEERING	1,803.75
	TOTAL VENDOR WIGHTMAN	12,454.08
GRAND TOTAL:		78,194.97

10/10/2024 03:15 PM
User: RDOLMAN
DB: Pottersville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
EXP CHECK RUN DATES 09/20/2024 - 10/10/2024
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: FEST

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: BENTON TWP EMERGENCY SERVICES ASSN.		
OPEN HOUSE	FIRE PREVENTION OPEN HOUSE	4,000.00
TOTAL VENDOR BENTON TWP EMERGENCY SERVICES ASSN.		4,000.00
GRAND TOTAL:		4,000.00

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: ACE HARDWARE-GRAND LEDGE		
9183	ELECTRICAL SPPLIES	102.12
918	CAULK	23.90
TOTAL VENDOR ACE HARDWARE-GRAND LEDGE		126.02
VENDOR NAME: AT&T		
287339515497X10112	(SOFTBALL FIELDS INTERNET	68.75
TOTAL VENDOR AT&T		68.75
VENDOR NAME: ATHLETE'S CONNECTION		
3434	FOOTBALL SHIRTS	1,290.00
TOTAL VENDOR ATHLETE'S CONNECTION		1,290.00
VENDOR NAME: AXON ENTERPRISE, INC.		
00111678	BODY CAMERA MOUNT	93.90
TOTAL VENDOR AXON ENTERPRISE, INC.		93.90
VENDOR NAME: BS&A SOFTWARE		
157230	TAX SUPPORT	845.00
TOTAL VENDOR BS&A SOFTWARE		845.00
VENDOR NAME: CARDMEMBER SERVICE		
9/7-10/7/24	MOWER PARTS, BUSINESS CARDS, BATHROOM LATCH, ANTI FREEZE. LITES FOR SNOW	672.92
TOTAL VENDOR CARDMEMBER SERVICE		672.92
VENDOR NAME: CINTAS CORPORATION #725		
SEPT. 2024	UNIFORM EXPENSE	233.35
TOTAL VENDOR CINTAS CORPORATION #725		233.35
VENDOR NAME: D & L FUELS		
207722	UNLEADED GASOLINE	694.25
TOTAL VENDOR D & L FUELS		694.25
VENDOR NAME: FALIN, TIFFANI		
8/19-10/17/24	MILEAGE	191.76
TOTAL VENDOR FALIN, TIFFANI		191.76
VENDOR NAME: FIRST ADVANTAGE LNS		
2500652407	CLINIC COLLECTION- LOVE, TREVOR	183.75
TOTAL VENDOR FIRST ADVANTAGE LNS		183.75
VENDOR NAME: FORCIER, ALEXANDER		
10/16/24	DOT HEALTH EXAM	100.00
TOTAL VENDOR FORCIER, ALEXANDER		100.00
VENDOR NAME: FOSTER SWIFT COLLINS & SMITH		
897079	GENERAL PROSECUTIONS, CHERRY ST	3,098.80
TOTAL VENDOR FOSTER SWIFT COLLINS & SMITH		3,098.80
VENDOR NAME: GORDON'S FOOD SERVICE		
809268268	CONCESSIONS	240.03
TOTAL VENDOR GORDON'S FOOD SERVICE		240.03
VENDOR NAME: INDEPENDENT BANK		
JUNE - OCT.4.2024	BOND INTEREST	20,818.75
TOTAL VENDOR INDEPENDENT BANK		20,818.75
VENDOR NAME: MENARDS-LANSING WEST		
84317	SCREWDRIVER SET, PAPER PLATES, SPLICE, HEAT SHRINK KIT TORCH	335.54
83977	AC2 FREEN TREATED	10.69
TOTAL VENDOR MENARDS-LANSING WEST		346.23
VENDOR NAME: PETTY CASH		

10/17/2024 01:38 PM
User: RDOLMAN
DB: Pottersville

CUSTOM INVOICE REPORT FOR CITY OF POTTERVILLE
EXP CHECK RUN DATES 10/11/2024 - 10/17/2024
BOTH JOURNALIZED AND UNJOURNALIZED OPEN AND PAID
BANK CODE: GEN

Page: 2/2

INVOICE NUMBER	DESCRIPTION	AMOUNT
VENDOR NAME: PETTY CASH		
3/15-10/11/24	BLOOD SAMPLE, POSTAGE, BASKETBALL NET, PLUMBING TOOLS, CARD, LIGHT BULB, OFFICE SUPPLIES	108.94
TOTAL VENDOR PETTY CASH		108.94
VENDOR NAME: THE PARTS PLACE-CHARLOTTE		
272566	MOTOR OIL	101.99
272778	TRAILER WIRE, CABLE, HEADLIGHT DIMMER SWITCH, SLIDE TERMINAL	211.03
TOTAL VENDOR THE PARTS PLACE-CHARLOTTE		313.02
VENDOR NAME: VERIZON WIRELESS		
9975544772	SERVICE	39.02
TOTAL VENDOR VERIZON WIRELESS		39.02
VENDOR NAME: ZERO9 HOLSTERS		
6247-B2B	MAG CASES, FLASHLIGHT CAE, GLOVE CASE, HANDCUFF CASE	329.55
TOTAL VENDOR ZERO9 HOLSTERS		329.55
GRAND TOTAL:		29,794.04

User: JWest

DB: Potterville

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE	ACTIVITY FOR
		06/30/2024	2024-25	09/30/2024	INTH 09/30/2024
		(NORMAL)	(ABNORMAL)	(NORMAL)	(DECREASE)
Fund 101 - GENERAL FUND					
Revenues					
Dept 000					
101-000-402.000	PROPERTY TAX	620,875.80	669,190.03	613,724.67	545,217.35
101-000-403.000	SOLID WASTE TAX	79,091.52	87,969.46	80,680.20	71,674.47
101-000-411.000	DELINQUENT PROP TAX	216.02	200.00	816.96	0.00
101-000-432.000	PAYMENT IN LIEU OF TAXES	625.85	625.00	0.00	0.00
101-000-434.000	TRAILER COURT TAX	2,147.00	2,400.00	425.50	0.00
101-000-445.000	CITY PENALTY	3,020.95	2,900.00	0.00	0.00
101-000-447.000	ADMINISTRATION FEE	32,441.83	35,580.01	22,880.50	20,709.27
101-000-476.000	PERMITS	6,310.00	6,000.00	2,030.00	1,400.00
101-000-477.000	3% CABLE T.V.	7,717.69	7,200.00	0.00	(1,433.74)
101-000-478.000	BLIGHT FEES	175.00	150.00	0.00	0.00
101-000-480.000	TELECOM RIGHT OF WAY MAINTENA	11,006.90	11,006.90	0.00	0.00
101-000-481.000	LIQUOR LICENSE FEES	3,395.70	1,994.85	385.00	0.00
101-000-488.000	RECYCLING	3,200.65	1,570.00	0.00	0.00
101-000-543.010	PUBLIC ACT 302 LAW ENF.	1,068.18	550.00	0.00	0.00
101-000-543.020	CONTINUING PROFESSIONAL EDUCATION-POLICE	1,500.00	1,500.00	0.00	0.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION	244,495.88	240,000.00	0.00	0.00
101-000-574.000	ST SHARED REV - SALES TAX	327,470.00	320,000.00	0.00	0.00
101-000-574.100	CVTRS-CLFRF	43,206.00	41,000.00	0.00	0.00
101-000-574.200	CVTRS-PUBLIC SAFETY	831.00	550.00	0.00	0.00
101-000-579.000	GRANT REVENUE- STATE	267,490.34	0.00	0.00	(65,557.00)
101-000-602.000	FOIA	191.91	150.00	0.00	0.00
101-000-607.000	CHARGES FOR SERVICES - PD	207.90	150.00	35.00	5.00
101-000-656.000	FINES & FORFEITURES	2,334.59	2,000.00	344.85	117.15
101-000-665.000	INTEREST	52,064.84	45,000.00	11,802.91	4,111.45
101-000-667.010	DDA PAVILION - FARMERS MARKET	100.00	0.00	0.00	0.00
101-000-671.100	LEASE/RENT	1,159.30	1,100.00	206.00	103.00
101-000-674.000	DONATIONS	397.42	0.00	10,000.00	0.00
101-000-676.000	REIMBURSEMENT	31,244.13	5,000.00	981.30	382.58
101-000-677.000	SCHOOL SRO REIMBURSEMENT	47,591.77	44,428.80	0.00	(11,107.20)
101-000-684.000	MISC INCOME	728.21	0.00	40.00	40.00
101-000-687.000	INSURANCE REIMBURSEMENT	703,850.64	0.00	545.00	0.00
101-000-689.000	CASH OVER & UNDER	3.69	0.00	0.00	0.00
101-000-693.000	SALE OF FIXED ASSETS	0.00	3,000.00	0.00	0.00
Total Dept 000		2,496,160.71	1,531,215.05	744,897.89	565,662.33
TOTAL REVENUES		2,496,160.71	1,531,215.05	744,897.89	565,662.33
Expenditures					
Dept 101 - CITY COUNCIL					
101-101-703.000	SALARIES	2,060.94	2,500.00	0.00	0.00
101-101-706.000	RR-CROSSING MAINTENANCE FEE	2,257.00	2,257.00	0.00	0.00
101-101-719.000	FRINGE BENEFITS	155.29	240.00	0.00	0.00
101-101-731.000	PUBLICATION	526.30	600.00	0.00	0.00
101-101-740.000	SUPPLIES	35.37	200.00	11.14	0.00
101-101-775.000	REPAIRS & MAINT	37.50	50.00	0.00	0.00
101-101-913.000	INSURANCE-LIAB & WORKMAN COMP	60,488.43	70,000.00	63,529.56	63,529.56
101-101-961.000	CONFERENCE AND WORKSHOPS	135.00	200.00	0.00	0.00
Total Dept 101 - CITY COUNCIL		65,695.83	76,047.00	63,540.70	63,529.56
Dept 171 - MAYOR					
101-171-703.000	SALARIES	570.00	850.00	0.00	0.00
101-171-719.000	FRINGE BENEFITS	43.61	85.00	0.00	0.00
Total Dept 171 - MAYOR		613.61	935.00	0.00	0.00
Dept 172 - CITY MANAGER					
101-172-703.000	SALARIES	80,494.36	82,825.18	18,380.73	3,042.73
101-172-719.000	FRINGE BENEFITS	16,389.88	16,881.58	4,098.40	1,103.23
101-172-740.000	SUPPLIES	139.91	150.00	0.00	0.00
101-172-781.000	COMPUTER SOFTWARE	0.00	0.00	1,169.40	0.00
101-172-809.000	TRAINING	0.00	150.00	0.00	0.00
101-172-980.100	COMPUTER EQUIPMENT	0.00	500.00	0.00	0.00
Total Dept 172 - CITY MANAGER		97,024.15	100,506.76	23,648.53	4,145.96
Dept 215 - CLERK					
101-215-703.000	SALARIES	36,612.90	39,141.65	9,039.20	1,591.20
101-215-719.000	FRINGE BENEFITS	3,076.39	3,168.68	691.50	121.73
101-215-740.000	SUPPLIES	260.38	450.00	35.50	0.00

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE	ACTIVITY FOR
		06/30/2024	2024-25	09/30/2024	MONTH 09/30/2024
		(NORMAL)	(AMENDED BUDGET)	(NORMAL)	(INCREASE) (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-215-741.000	POSTAGE	1,260.88	1,700.00	722.00	0.00
101-215-781.000	COMPUTER SOFTWARE	0.00	400.00	0.00	0.00
101-215-809.000	TRAINING	0.00	2,400.00	0.00	0.00
101-215-822.000	ELECTIONS	7,355.38	10,000.00	2,933.54	469.35
101-215-958.000	DUES AND SUBSCRIPTIONS	111.00	160.00	0.00	0.00
101-215-961.000	CONFERENCE AND WORKSHOPS	0.00	150.00	0.00	0.00
101-215-980.100	COMPUTER EQUIPMENT	0.00	800.00	0.00	0.00
Total Dept 215 - CLERK		48,676.93	58,370.33	13,421.74	2,182.28
Dept 223 - AUDIT					
101-223-807.000	AUDIT	21,850.00	22,250.00	10,000.00	10,000.00
Total Dept 223 - AUDIT		21,850.00	22,250.00	10,000.00	10,000.00
Dept 253 - TREASURERS OFFICE					
101-253-703.000	SALARIES	69,513.19	71,513.31	15,869.90	2,626.70
101-253-719.000	FRINGE BENEFITS	19,830.15	21,368.34	5,556.47	763.23
101-253-740.000	SUPPLIES	708.94	700.00	0.00	0.00
101-253-741.000	POSTAGE	1,000.46	1,100.00	512.00	512.00
101-253-781.000	COMPUTER SOFTWARE	0.00	100.00	0.00	0.00
101-253-814.000	BANK SERVICE CHARGES	3,439.88	4,300.00	926.07	341.46
101-253-961.000	CONFERENCE AND WORKSHOPS	248.00	250.00	0.00	0.00
101-253-962.000	MILEAGE	49.02	0.00	0.00	0.00
101-253-980.100	COMPUTER EQUIPMENT	423.48	500.00	0.00	0.00
Total Dept 253 - TREASURERS OFFICE		95,213.12	99,831.65	22,864.44	4,243.39
Dept 257 - ASSESSOR					
101-257-703.000	SALARIES	1,151.39	1,186.15	269.22	45.32
101-257-719.000	FRINGE BENEFITS	620.58	630.00	128.86	34.41
101-257-731.000	PUBLICATION	269.70	450.00	0.00	0.00
101-257-740.000	SUPPLIES	37.98	250.00	0.00	0.00
101-257-741.000	POSTAGE	535.73	550.00	0.00	0.00
101-257-781.000	COMPUTER SOFTWARE	349.99	250.00	260.00	0.00
101-257-810.050	RE INSPECTION - 20%	3,450.85	3,649.45	940.24	268.64
101-257-813.000	BOARD OF REVIEW	1,121.63	1,500.00	0.00	0.00
101-257-818.000	CONTRACT LABOR	13,333.63	17,000.00	2,833.34	1,416.67
Total Dept 257 - ASSESSOR		20,871.48	25,465.60	4,431.66	1,765.04
Dept 265 - CITY HALL					
101-265-703.000	SALARIES	23,508.39	25,374.59	5,558.12	1,121.09
101-265-719.000	FRINGE BENEFITS	8,041.27	8,759.43	2,148.45	660.18
101-265-731.000	PUBLICATION	0.00	650.00	0.00	0.00
101-265-740.000	SUPPLIES	4,628.26	3,970.00	189.99	(201.13)
101-265-741.000	POSTAGE	1,110.82	1,400.00	(4.25)	0.00
101-265-775.000	REPAIRS & MAINT	12,322.65	900.00	161.53	0.00
101-265-781.000	COMPUTER SOFTWARE	23,978.95	20,000.00	13,427.65	3,320.15
101-265-802.000	SERVICE	1,797.02	2,100.00	239.26	63.37
101-265-818.000	CONTRACT LABOR	0.00	400.00	180.00	180.00
101-265-880.100	COMMUNITY HOLIDAY EVENT	2,250.50	2,300.00	0.00	0.00
101-265-880.200	COMMUNITY SPECIAL EVENTS	494.49	500.00	500.00	0.00
101-265-958.000	DUES AND SUBSCRIPTIONS	180.00	300.00	0.00	0.00
101-265-962.000	MILEAGE	34.30	35.00	0.00	0.00
101-265-980.000	OFFICE EQUIPMENT & FURNITURE	176.66	500.00	0.00	0.00
Total Dept 265 - CITY HALL		78,523.31	67,189.02	22,400.75	5,143.66
Dept 266 - ATTORNEY					
101-266-801.000	ATTORNEY	53,045.44	25,000.00	3,634.52	3,634.52
Total Dept 266 - ATTORNEY		53,045.44	25,000.00	3,634.52	3,634.52
Dept 301 - POLICE					
101-301-703.000	SALARIES	214,662.44	220,641.80	48,503.15	7,790.41
101-301-703.002	OVERTIME SALARIES	8,185.98	9,000.00	3,296.54	1,492.51
101-301-719.000	FRINGE BENEFITS	54,093.97	55,160.45	14,386.19	2,527.46
101-301-728.000	UNIFORM EXPENSES	2,700.02	5,000.00	1,699.75	575.00
101-301-740.000	SUPPLIES	7,998.63	7,600.00	1,155.02	232.29

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE	ACTIVITY FOR
		06/30/2024	2024-25	09/30/2024	MONTH 09/30/2024
		(NORMAL)	AMENDED BUDGET	(NORMAL)	INCREASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-301-740.700	GUNS AND AMMUNITION	5,819.04	5,800.00	0.00	0.00
101-301-775.000	REPAIRS & MAINT	3,107.39	5,000.00	510.00	0.00
101-301-781.000	COMPUTER SOFTWARE	0.00	600.00	0.00	0.00
101-301-801.000	ATTORNEY	1,106.00	2,200.00	0.00	0.00
101-301-802.000	SERVICE	1,070.09	1,200.00	0.00	0.00
101-301-809.000	TRAINING	1,078.40	2,500.00	509.00	350.00
101-301-851.000	RADIO REPAIRS	0.00	300.00	0.00	0.00
101-301-853.000	TELEPHONE EXPENSE	2,011.30	2,100.00	404.79	202.44
101-301-862.000	GAS	0.00	500.00	82.62	0.00
101-301-958.000	DUES AND SUBSCRIPTIONS	401.20	500.00	0.00	0.00
101-301-960.000	MISC	0.00	50.00	0.00	0.00
101-301-970.000	CAPITAL OUTLAY	4,123.80	2,500.00	0.00	0.00
101-301-972.010	CAPITAL OUTLAY	0.00	0.00	10,217.88	0.00
101-301-980.100	COMPUTER EQUIPMENT	0.00	500.00	0.00	0.00
Total Dept 301 - POLICE		306,358.26	321,152.25	80,764.94	13,170.11
Dept 302 - POLICE STATE TRAINING					
101-302-810.000	EXPENSE	569.88	580.00	0.00	0.00
Total Dept 302 - POLICE STATE TRAINING		569.88	580.00	0.00	0.00
Dept 337 - EMS					
101-337-802.000	SERVICE	129,600.00	160,000.00	0.00	0.00
Total Dept 337 - EMS		129,600.00	160,000.00	0.00	0.00
Dept 441 - DPW					
101-441-775.000	REPAIRS & MAINT	0.00	300.00	0.00	0.00
101-441-810.020	RECYCLING EXPENSE	10,550.31	7,000.00	0.00	0.00
Total Dept 441 - DPW		10,550.31	7,300.00	0.00	0.00
Dept 445 - DRAIN AT LARGE					
101-445-810.000	EXPENSE	528.11	900.00	0.00	0.00
Total Dept 445 - DRAIN AT LARGE		528.11	900.00	0.00	0.00
Dept 701 - PLANNING COMMISSION					
101-701-703.000	SALARIES	180.00	650.00	0.00	0.00
101-701-719.000	FRINGE BENEFITS	13.78	100.00	0.00	0.00
101-701-731.000	PUBLICATION	256.60	900.00	0.00	0.00
101-701-740.000	SUPPLIES	40.21	50.00	0.00	0.00
101-701-803.000	ENGINEERS FEES	0.00	38,000.00	0.00	0.00
Total Dept 701 - PLANNING COMMISSION		490.59	39,700.00	0.00	0.00
Dept 702 - ZONING					
101-702-703.000	SALARIES	40,061.43	41,263.27	9,146.75	1,514.00
101-702-719.000	FRINGE BENEFITS	3,340.20	3,440.40	699.74	115.82
101-702-731.000	PUBLICATION	523.30	1,300.00	0.00	0.00
101-702-740.000	SUPPLIES	217.79	700.00	0.00	0.00
101-702-853.000	TELEPHONE EXPENSE	891.80	930.00	134.93	67.48
101-702-961.000	CONFERENCE AND WORKSHOPS	0.00	275.00	0.00	0.00
Total Dept 702 - ZONING		45,034.52	47,908.67	9,981.42	1,697.30
Dept 906 - DEBT SERVICE					
101-906-738.000	TOWNSHIP/MILL	8,208.66	7,900.00	0.00	0.00
101-906-991.000	DEBT SERVICE - PRINCIPAL	28,388.40	29,353.50	25,170.00	0.00
101-906-992.000	PRINCIPAL & INTEREST - PATROL CAR	1,080.34	0.00	0.00	0.00
101-906-993.000	BOND INTEREST	26,468.01	26,025.25	10,826.77	0.00
Total Dept 906 - DEBT SERVICE		64,145.41	63,278.75	35,996.77	0.00
Dept 966 - CONTRIBUTIONS TO OTHER FUNDS					
101-966-965.202	CONTRIB TO MAJOR STREET FUND	96,400.81	0.00	0.00	0.00
101-966-965.203	CONTRIB TO LOCAL STREET FUND	260,280.72	82,686.76	0.00	0.00

10/10/2024 03:37 PM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page:

4/15

User: JWest

DB: Potterville

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	END BALANCE	2024-25	YTD BALANCE	ACTIVITY FOR
		06/30/2024		09/30/2024	MONTH 09/30/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	BASE (DECREASE)
Fund 101 - GENERAL FUND					
Expenditures					
101-966-965.208	CONTRIB TO PARK FUND	507,883.04	110,640.00	0.00	0.00
101-966-965.401	CONTRIB TO CAPITAL PROJECT FUND	2,654.00	2,654.00	2,654.00	2,654.00
101-966-965.590	CONTRIBUTION TO SEWER FUND	15,465.30	0.00	0.00	0.00
101-966-965.591	CONTRIBUTION TO WATER	18,221.17	0.00	0.00	0.00
101-966-965.598	CONTRIB TO STORM DRAIN MAINT	0.00	12,000.00	0.00	0.00
101-966-965.641	CONTRIB TO EQP REPAIR & REPL	381,867.30	155,793.45	80,000.00	80,000.00
Total Dept 966 - CONTRIBUTIONS TO OTHER FUNDS		1,282,772.34	363,774.21	82,654.00	82,654.00
TOTAL EXPENDITURES		2,321,563.29	1,480,189.24	373,339.47	192,165.82
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		2,496,160.71	1,531,215.05	744,897.89	565,662.33
TOTAL EXPENDITURES		2,321,563.29	1,480,189.24	373,339.47	192,165.82
NET OF REVENUES & EXPENDITURES		174,597.42	51,025.81	371,558.42	373,496.51
BEG. FUND BALANCE		922,039.01	1,096,636.43	1,096,636.43	
END FUND BALANCE		1,096,636.43	1,147,662.24	1,468,194.85	

10/10/2024 03:37 PM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page:

5/15

User: JWest

DB: Potterville

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE		ACTIVITY FOR	
		06/30/2024	2024-25	09/30/2024	09/30/2024	09/30/2024	09/30/2024
		(MAL (ABNORMAL)	AMENDED BUDGET	(MAL (ABNORMAL)	BASE	(DECREASE)	
Fund 202 - MAJOR STREET FUND							
Revenues							
Dept 000							
202-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	4,894.29	4,894.29	4,018.38			336.38
202-000-553.000	ACT 51	253,134.51	231,000.00	24,870.53			4,248.94
202-000-579.000	GRANT REVENUE- STATE	83,333.33	0.00	0.00			0.00
202-000-582.000	COUNTY ROAD MILL 2014	44,000.00	44,000.00	1,716.99			1,716.99
202-000-665.000	INTEREST	12,133.87	12,000.00	2,950.70			1,027.83
202-000-699.101	GF CONTRIBUTION	96,400.81	0.00	0.00			0.00
Total Dept 000		493,896.81	291,894.29	33,556.60			7,330.14
TOTAL REVENUES		493,896.81	291,894.29	33,556.60			7,330.14
Expenditures							
Dept 463 - ROUTINE MAINT							
202-463-699.203	TRANSFER TO LOCAL STREETS	87,500.00	87,500.00	87,500.00			87,500.00
202-463-782.000	STREET MATERIALS & SUPPLIES	810.35	2,500.00	0.00			0.00
202-463-818.000	CONTRACT LABOR	165,783.79	0.00	0.00			0.00
202-463-956.000	TREE TRIMMING	0.00	1,500.00	0.00			0.00
202-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	78,000.00	78,000.00	78,000.00			78,000.00
Total Dept 463 - ROUTINE MAINT		332,094.14	169,500.00	165,500.00			165,500.00
Dept 474 - TRAFFIC SIGNS							
202-474-782.000	STREET MATERIALS & SUPPLIES	0.00	250.00	0.00			0.00
Total Dept 474 - TRAFFIC SIGNS		0.00	250.00	0.00			0.00
Dept 478 - WINTER MAINT							
202-478-782.000	STREET MATERIALS & SUPPLIES	0.00	600.00	0.00			0.00
Total Dept 478 - WINTER MAINT		0.00	600.00	0.00			0.00
Dept 480 - CONSTRUCTION							
202-480-803.000	ENGINEERS FEES	36,291.11	80,000.00	6,972.50			4,887.50
202-480-818.000	CONTRACT LABOR	11,117.50	200,000.00	0.00			0.00
Total Dept 480 - CONSTRUCTION		47,408.61	280,000.00	6,972.50			4,887.50
Dept 906 - DEBT SERVICE							
202-906-992.000	BOND PRINCIPAL	11,264.00	11,264.00	0.00			0.00
202-906-993.000	BOND INTEREST	6,161.06	5,862.49	0.00			0.00
Total Dept 906 - DEBT SERVICE		17,425.06	17,126.49	0.00			0.00
TOTAL EXPENDITURES		396,927.81	467,476.49	172,472.50			170,387.50
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		493,896.81	291,894.29	33,556.60			7,330.14
TOTAL EXPENDITURES		396,927.81	467,476.49	172,472.50			170,387.50
NET OF REVENUES & EXPENDITURES		96,969.00	(175,582.20)	(138,915.90)			(163,057.36)
BEG. FUND BALANCE		309,889.90	406,858.90	406,858.90			
END FUND BALANCE		406,858.90	231,276.70	267,943.00			

User: JWest

DB: Potterville

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE		ACTIVITY FOR	
		06/30/2024	2024-25	09/30/2024	09/30/2024	09/30/2024	09/30/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	BASE	(DECREASE)	
Fund 203 - LOCAL STREET FUND							
Revenues							
Dept 000							
203-000-451.200	SPEC ASSESSMENT ROAD - SUNSET	29,866.30	29,866.30	18,939.06			2,063.62
203-000-553.000	ACT 51	100,665.86	97,000.00	9,951.88			1,750.94
203-000-579.000	GRANT REVENUE- STATE	83,333.33	0.00	0.00			0.00
203-000-582.000	COUNTY ROAD MILL 2014	35,257.36	35,000.00	10,477.52			10,477.52
203-000-665.000	INTEREST	1,213.37	1,200.00	295.07			102.78
203-000-699.001	CONTRIBUTIONS FROM MAJOR STREET FUND	87,500.00	87,500.00	87,500.00			87,500.00
203-000-699.101	GF CONTRIBUTION	260,280.72	82,686.76	0.00			0.00
Total Dept 000		598,116.94	333,253.06	127,163.53			101,894.86
TOTAL REVENUES		598,116.94	333,253.06	127,163.53			101,894.86
Expenditures							
Dept 463 - ROUTINE MAINT							
203-463-818.000	CONTRACT LABOR	165,783.84	0.00	0.00			0.00
203-463-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	25,000.00	25,000.00	25,000.00			25,000.00
Total Dept 463 - ROUTINE MAINT		190,783.84	25,000.00	25,000.00			25,000.00
Dept 478 - WINTER MAINT							
203-478-782.000	STREET MATERIALS & SUPPLIES	64.60	600.00	0.00			0.00
Total Dept 478 - WINTER MAINT		64.60	600.00	0.00			0.00
Dept 480 - CONSTRUCTION							
203-480-803.000	ENGINEERS FEES	826.25	2,500.00	0.00			0.00
203-480-818.000	CONTRACT LABOR	11,117.50	5,000.00	0.00			0.00
Total Dept 480 - CONSTRUCTION		11,943.75	7,500.00	0.00			0.00
Dept 906 - DEBT SERVICE							
203-906-992.000	BOND PRINCIPAL	165,347.60	168,382.50	34,830.00			0.00
203-906-993.000	BOND INTEREST	136,952.01	131,904.26	14,981.98			0.00
Total Dept 906 - DEBT SERVICE		302,299.61	300,286.76	49,811.98			0.00
TOTAL EXPENDITURES		505,091.80	333,386.76	74,811.98			25,000.00
Fund 203 - LOCAL STREET FUND:							
TOTAL REVENUES		598,116.94	333,253.06	127,163.53			101,894.86
TOTAL EXPENDITURES		505,091.80	333,386.76	74,811.98			25,000.00
NET OF REVENUES & EXPENDITURES		93,025.14	(133.70)	52,351.55			76,894.86
BEG. FUND BALANCE		38,078.50	131,103.64	131,103.64			
END FUND BALANCE		131,103.64	130,969.94	183,455.19			

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE	ACTIVITY FOR
		06/30/2024	2024-25	09/30/2024	MONTH 09/30/2024
		(NORMAL)	(AMENDED BUDGET)	(NORMAL)	(INCREASE) (DECREASE)
Fund 208 - PARK FUND					
Revenues					
Dept 000					
208-000-478.030	CONCESSIONS	27,204.92	28,000.00	10,065.25	3,949.25
208-000-478.070	FIELD RENTAL	25,067.00	21,000.00	10,916.00	4,630.00
208-000-478.084	FLAG FOOTBALL	1,035.00	1,050.00	1,350.00	50.00
208-000-478.090	YOUTH FEES	10,175.00	10,000.00	0.00	0.00
208-000-667.000	PAVILION RENT	1,715.00	1,550.00	705.00	0.00
208-000-667.020	TIFA PAVILION - COMMUNITY CEN	2,525.00	2,200.00	350.00	0.00
208-000-674.000	DONATIONS	500.00	0.00	0.00	0.00
208-000-680.001	SPECIAL EVENTS	600.00	250.00	350.00	0.00
208-000-699.101	GF CONTRIBUTION	507,883.04	110,640.00	0.00	0.00
Total Dept 000		576,704.96	174,690.00	23,736.25	8,629.25
TOTAL REVENUES		576,704.96	174,690.00	23,736.25	8,629.25
Expenditures					
Dept 751 - PARK ADMIN					
208-751-703.000	SALARIES	56,393.33	54,600.00	13,033.04	2,111.78
208-751-703.002	OVERTIME SALARIES	1,218.03	295.00	290.24	(759.48)
208-751-719.000	FRINGE BENEFITS	21,095.37	21,500.00	5,886.40	672.41
208-751-728.000	UNIFORM EXPENSES	570.00	600.00	0.00	0.00
208-751-731.000	PUBLICATION	892.16	1,000.00	446.08	446.08
208-751-740.000	SUPPLIES	5,999.95	5,000.00	928.81	230.16
208-751-781.000	COMPUTER SOFTWARE	0.00	150.00	0.00	0.00
208-751-803.000	ENGINEERS FEES	8,182.50	3,000.00	7,160.98	0.00
208-751-809.000	TRAINING	1,511.80	0.00	0.00	0.00
208-751-810.000	EXPENSE	0.00	0.00	20,478.22	20,478.22
208-751-810.100	GRANT EXPENSE	190,811.63	5,000.00	609.55	0.00
208-751-818.000	CONTRACT LABOR	172,199.95	2,500.00	0.00	0.00
208-751-853.000	TELEPHONE EXPENSE	866.05	900.00	134.93	67.48
208-751-913.000	INSURANCE-LIAB & WORKMAN COMP	10,055.74	10,075.00	10,921.44	10,921.44
208-751-962.000	MILEAGE	680.23	700.00	177.98	0.00
Total Dept 751 - PARK ADMIN		470,476.74	105,320.00	60,067.67	34,168.09
Dept 770 - LAKE ALLIANCE MAINTENANCE					
208-770-740.000	SUPPLIES	8,159.32	4,500.00	2,520.00	2,520.00
208-770-775.000	REPAIRS & MAINT	24,585.21	5,000.00	240.21	0.00
208-770-802.000	SERVICE	895.84	1,100.00	0.00	0.00
208-770-920.000	UTILITIES	9,896.51	13,100.00	1,418.44	595.36
Total Dept 770 - LAKE ALLIANCE MAINTENANCE		43,536.88	23,700.00	4,178.65	3,115.36
Dept 771 - CITY PARK					
208-771-740.000	SUPPLIES	1,032.83	1,300.00	0.00	0.00
208-771-775.000	REPAIRS & MAINT	8,372.50	3,000.00	701.41	0.00
208-771-818.000	CONTRACT LABOR	1,624.62	2,000.00	0.00	0.00
Total Dept 771 - CITY PARK		11,029.95	6,300.00	701.41	0.00
Dept 772 - SUNSET HILLS PARK					
208-772-775.000	REPAIRS & MAINT	0.00	300.00	0.00	0.00
Total Dept 772 - SUNSET HILLS PARK		0.00	300.00	0.00	0.00
Dept 774 - BASEBALL					
208-774-731.000	PUBLICATION	348.60	500.00	0.00	0.00
208-774-740.000	SUPPLIES	422.09	500.00	0.00	0.00
208-774-775.000	REPAIRS & MAINT	2,111.26	2,500.00	0.00	0.00
Total Dept 774 - BASEBALL		2,881.95	3,500.00	0.00	0.00
Dept 777 - BALLFIELD					
208-777-740.000	SUPPLIES	1,247.82	2,500.00	1,146.00	0.00
208-777-744.000	YOUTH FEES (UNIFORMS,ETC.)	8,697.30	8,700.00	0.00	0.00
208-777-745.000	YOUTH UMPIRE FEES	3,445.00	3,200.00	(650.00)	0.00
208-777-802.000	SERVICE	1,585.00	0.00	0.00	0.00
Total Dept 777 - BALLFIELD		14,975.12	14,400.00	496.00	0.00

10/10/2024 03:37 PM

REVENUE AND EXPENDITURE REPORT FOR CITY OF POTTERVILLE

Page:

8/15

User: JWest

DB: Pottersville

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE		ACTIVITY FOR	
		06/30/2024	2024-25	09/30/2024	09/30/2024	09/30/2024	09/30/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	BASE	(DECREASE)	
Fund 208 - PARK FUND							
Expenditures							
Dept 778 - CONCESSIONS							
208-778-703.000	SALARIES	5,199.49	4,900.00	2,530.04			564.28
208-778-719.000	FRINGE BENEFITS	584.18	590.00	275.92			68.53
208-778-740.000	SUPPLIES	12,923.84	13,500.00	2,302.97			935.83
208-778-746.000	CONCESSION - FOOD LICENSE	620.00	880.00	0.00			0.00
208-778-814.000	BANK SERVICE CHARGES	1,084.72	1,200.00	139.30			42.82
Total Dept 778 - CONCESSIONS		20,412.23	21,070.00	5,248.23			1,611.46
Dept 779 - SPECIAL EVENTS							
208-779-740.000	SUPPLIES	0.00	100.00	0.00			0.00
Total Dept 779 - SPECIAL EVENTS		0.00	100.00	0.00			0.00
TOTAL EXPENDITURES		563,312.87	174,690.00	70,691.96			38,894.91
Fund 208 - PARK FUND:							
TOTAL REVENUES		576,704.96	174,690.00	23,736.25			8,629.25
TOTAL EXPENDITURES		563,312.87	174,690.00	70,691.96			38,894.91
NET OF REVENUES & EXPENDITURES		13,392.09	0.00	(46,955.71)			(30,265.66)
BEG. FUND BALANCE		37,198.15	50,590.24	50,590.24			
END FUND BALANCE		50,590.24	50,590.24	3,634.53			

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE		ACTIVITY FOR	
		06/30/2024	2024-25	09/30/2024	09/30/2024	09/30/2024	09/30/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	BASE	(DECREASE)	
Fund 211 - GIZZARD FEST							
Revenues							
Dept 000							
211-000-665.000	INTEREST	1,696.20	1,600.00	505.94			161.16
211-000-674.000	DONATIONS	500.00	500.00	0.00			0.00
211-000-674.100	SPONSORSHIP	23,530.00	15,000.00	0.00			0.00
211-000-678.100	POTTERVILLE BAND BOOSTERS	218.20	0.00	0.00			0.00
211-000-681.000	VENDOR BOOTHS	12,325.00	12,000.00	250.00			0.00
211-000-682.000	RACE	7,900.10	7,900.00	0.00			0.00
211-000-686.000	PAGEANT	1,000.00	1,000.00	0.00			0.00
211-000-687.000	INSURANCE REIMBURSEMENT	402.00	0.00	0.00			0.00
211-000-688.000	CARNIVAL	3,307.20	3,300.00	0.00			0.00
211-000-690.000	TENT TICKET SALES	8,270.00	8,200.00	0.00			0.00
211-000-691.000	ATM	4.00	50.00	26.50			0.00
211-000-697.000	PALLET RAFFLE-BENTON TWP EMERGENCY SERVI	2,050.00	1,100.00	0.00			0.00
Total Dept 000		61,202.70	50,650.00	782.44			161.16
TOTAL REVENUES		61,202.70	50,650.00	782.44			161.16
Expenditures							
Dept 779 - SPECIAL EVENTS							
211-779-740.000	SUPPLIES	6,537.94	8,000.00	509.64			509.64
211-779-818.000	CONTRACT LABOR	8,934.00	15,000.00	0.00			0.00
211-779-880.200	COMMUNITY SPECIAL EVENTS	28,164.33	19,500.00	5,378.57			4,295.57
211-779-880.300	COMMUNITY SPECIAL EVENTS/GIZZARDFEST	14.95	20.00	0.00			0.00
211-779-880.500	PAGEANT	999.50	1,000.00	0.00			0.00
211-779-880.600	RACE	6,044.61	4,000.00	200.00			200.00
Total Dept 779 - SPECIAL EVENTS		50,695.33	47,520.00	6,088.21			5,005.21
TOTAL EXPENDITURES		50,695.33	47,520.00	6,088.21			5,005.21
Fund 211 - GIZZARD FEST :							
TOTAL REVENUES		61,202.70	50,650.00	782.44			161.16
TOTAL EXPENDITURES		50,695.33	47,520.00	6,088.21			5,005.21
NET OF REVENUES & EXPENDITURES		10,507.37	3,130.00	(5,305.77)			(4,844.05)
BEG. FUND BALANCE		43,034.44	53,541.81	53,541.81			
END FUND BALANCE		53,541.81	56,671.81	48,236.04			

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE	ACTIVITY FOR
		06/30/2024	2024-25	09/30/2024	MONTH 09/30/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	BASE (DECREASE)
Fund 247 - TAX INCREMENT FINANCING AUTHOR					
Revenues					
Dept 728 - TIFA DEPT					
247-728-401.000	PROPERTY TAXES	183,809.96	198,266.61	159,460.86	159,460.86
247-728-573.000	LOCAL COMMUNITY STABILIZATION	22,561.19	23,732.63	0.00	0.00
247-728-665.000	INTEREST INCOME	8,404.88	6,000.00	241.77	96.55
Total Dept 728 - TIFA DEPT		214,776.03	227,999.24	159,702.63	159,557.41
TOTAL REVENUES		214,776.03	227,999.24	159,702.63	159,557.41
Expenditures					
Dept 728 - TIFA DEPT					
247-728-703.005	WAGES - OTHER	4,974.97	5,025.00	1,224.99	408.33
247-728-727.000	OFFICE EXPENSE	1,000.00	1,120.00	0.00	0.00
247-728-731.000	PUBLICATION	0.00	300.00	0.00	0.00
247-728-801.000	ATTORNEY	0.00	500.00	0.00	0.00
247-728-803.000	ENGINEERS FEES	32,851.21	15,000.00	4,487.50	585.00
247-728-807.000	AUDIT	4,350.00	4,600.00	3,250.00	3,250.00
247-728-967.000	SIDEWALK AND LIGHTING IMPROVE	121,332.94	0.00	0.00	0.00
247-728-970.000	CAPITAL OUTLAY	56,061.78	20,000.00	18,997.90	18,997.90
247-728-992.000	BOND PRINCIPAL	50,000.00	55,000.00	0.00	0.00
247-728-993.000	BOND INTEREST	15,282.50	12,945.00	0.00	0.00
Total Dept 728 - TIFA DEPT		285,853.40	114,490.00	27,960.39	23,241.23
TOTAL EXPENDITURES		285,853.40	114,490.00	27,960.39	23,241.23
Fund 247 - TAX INCREMENT FINANCING AUTHOR:					
TOTAL REVENUES		214,776.03	227,999.24	159,702.63	159,557.41
TOTAL EXPENDITURES		285,853.40	114,490.00	27,960.39	23,241.23
NET OF REVENUES & EXPENDITURES		(71,077.37)	113,509.24	131,742.24	136,316.18
BEG. FUND BALANCE		161,213.27	90,135.90	90,135.90	
END FUND BALANCE		90,135.90	203,645.14	221,878.14	

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE		ACTIVITY FOR	
		06/30/2024	2024-25	09/30/2024	09/30/2024	09/30/2024	09/30/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	BASE	(DECREASE)	
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN							
Revenues							
Dept 000							
401-000-699.100	TRANSFER IN	2,654.00	2,654.00	2,654.00			2,654.00
Total Dept 000		2,654.00	2,654.00	2,654.00			2,654.00
TOTAL REVENUES		2,654.00	2,654.00	2,654.00			2,654.00
Expenditures							
Dept 729 - DOWNTOWN							
401-729-740.600	LANDSCAPING SUPPLIES	1,301.56	3,000.00	0.00			0.00
401-729-818.000	CONTRACT LABOR	420.00	600.00	0.00			0.00
Total Dept 729 - DOWNTOWN		1,721.56	3,600.00	0.00			0.00
TOTAL EXPENDITURES		1,721.56	3,600.00	0.00			0.00
Fund 401 - CAPITAL PROJECT FUND- DOWNTOWN:							
TOTAL REVENUES		2,654.00	2,654.00	2,654.00			2,654.00
TOTAL EXPENDITURES		1,721.56	3,600.00	0.00			0.00
NET OF REVENUES & EXPENDITURES		932.44	(946.00)	2,654.00			2,654.00
BEG. FUND BALANCE		3,819.28	4,751.72	4,751.72			
END FUND BALANCE		4,751.72	3,805.72	7,405.72			

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE		ACTIVITY FOR	
		06/30/2024	2024-25	09/30/2024	09/30/2024	09/30/2024	09/30/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	BASE	(DECREASE)	
Fund 590 - SEWER FUND							
Revenues							
Dept 000							
590-000-642.000	BILLS	159,329.53	159,000.00	31,326.30		(14,677.02)	
590-000-642.001	FIXED COSTS	495,729.94	495,000.00	86,368.43		(41,333.55)	
590-000-656.000	FINES & FORFEITURES	18,516.56	17,000.00	4,246.01		1,333.79	
590-000-665.000	INTEREST	18,200.78	18,000.00	4,426.05		1,541.75	
590-000-666.000	INSPECTION FEE	500.00	450.00	50.00		0.00	
590-000-672.000	HOOK UP FEES	51,188.00	27,400.00	5,250.00		0.00	
590-000-699.101	GF CONTRIBUTION	15,465.30	0.00	0.00		0.00	
Total Dept 000		758,930.11	716,850.00	131,666.79		(53,135.03)	
TOTAL REVENUES		758,930.11	716,850.00	131,666.79		(53,135.03)	
Expenditures							
Dept 537 - ADMINISTRATIVE							
590-537-775.000	REPAIRS & MAINT	8,449.50	3,000.00	984.50		984.50	
590-537-809.000	TRAINING	430.00	500.00	140.00		0.00	
Total Dept 537 - ADMINISTRATIVE		8,879.50	3,500.00	1,124.50		984.50	
Dept 556 - DPW							
590-556-740.000	SUPPLIES	9,331.69	8,000.00	0.00		0.00	
590-556-743.000	METERS	3,845.13	5,000.00	276.54		276.54	
590-556-775.000	REPAIRS & MAINT	2,200.78	2,500.00	0.00		0.00	
590-556-802.000	SERVICE	4,799.13	7,000.00	0.00		0.00	
590-556-803.000	ENGINEERS FEES	19,704.26	15,000.00	6,021.54		3,905.29	
590-556-818.000	CONTRACT LABOR	16,000.00	5,000.00	0.00		0.00	
590-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	190,000.00	190,000.00	100,000.00		100,000.00	
590-556-968.000	DEPRECIATION EXPENSE	293,859.00	0.00	0.00		0.00	
590-556-970.000	CAPITAL OUTLAY	21,302.59	25,000.00	0.00		0.00	
Total Dept 556 - DPW		561,042.58	257,500.00	106,298.08		104,181.83	
Dept 906 - DEBT SERVICE							
590-906-991.000	DEBT SERVICE - PRINCIPAL	0.00	173,000.00	44,000.00		0.00	
590-906-993.000	BOND INTEREST	197,516.30	201,746.00	32,780.00		0.00	
Total Dept 906 - DEBT SERVICE		197,516.30	374,746.00	76,780.00		0.00	
TOTAL EXPENDITURES		767,438.38	635,746.00	184,202.58		105,166.33	
Fund 590 - SEWER FUND:							
TOTAL REVENUES		758,930.11	716,850.00	131,666.79		(53,135.03)	
TOTAL EXPENDITURES		767,438.38	635,746.00	184,202.58		105,166.33	
NET OF REVENUES & EXPENDITURES		(8,508.27)	81,104.00	(52,535.79)		(158,301.36)	
BEG. FUND BALANCE		2,967,054.03	2,958,545.76	2,958,545.76			
END FUND BALANCE		2,958,545.76	3,039,649.76	2,906,009.97			

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE		ACTIVITY FOR	
		06/30/2024	2024-25	09/30/2024	09/30/2024	09/30/2024	09/30/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	BASE	(DECREASE)	
Fund 591 - WATER FUND							
Revenues							
Dept 000							
591-000-642.000	BILLS	223,594.47	256,323.09	53,228.02		(21,533.78)	
591-000-642.001	FIXED COSTS	421,334.45	483,000.00	87,685.85		(37,785.37)	
591-000-644.000	PENALTIES	750.00	710.00	360.00		0.00	
591-000-656.000	FINES & FORFEITURES	17,254.80	17,000.00	4,547.61		1,491.73	
591-000-665.000	INTEREST	41,255.07	41,000.00	10,032.36		3,494.62	
591-000-666.000	INSPECTION FEE	450.00	400.00	50.00		0.00	
591-000-672.000	HOOK UP FEES	59,549.87	18,500.00	5,592.51		0.00	
591-000-684.000	MISC INCOME	250.00	250.00	385.00		385.00	
591-000-699.101	GF CONTRIBUTION	18,221.17	0.00	0.00		0.00	
Total Dept 000		782,659.83	817,183.09	161,881.35		(53,947.80)	
TOTAL REVENUES		782,659.83	817,183.09	161,881.35		(53,947.80)	
Expenditures							
Dept 537 - ADMINISTRATIVE							
591-537-731.000	PUBLICATION	2,678.39	2,000.00	0.00		0.00	
591-537-740.000	SUPPLIES	490.65	1,500.00	0.00		0.00	
591-537-741.000	POSTAGE	3,262.54	3,850.00	468.56		0.00	
591-537-781.000	COMPUTER SOFTWARE	1,018.80	1,500.00	0.00		0.00	
591-537-809.000	TRAINING	1,378.60	1,500.00	0.00		0.00	
Total Dept 537 - ADMINISTRATIVE		8,828.98	10,350.00	468.56		0.00	
Dept 556 - DPW							
591-556-740.000	SUPPLIES	3,342.55	4,000.00	654.24		385.00	
591-556-743.000	METERS	4,158.00	5,000.00	0.00		0.00	
591-556-775.000	REPAIRS & MAINT	47,218.15	10,000.00	485.50		0.00	
591-556-802.000	SERVICE	40,372.91	14,000.00	4,832.00		2,839.00	
591-556-803.000	ENGINEERS FEES	27,114.58	29,000.00	6,021.54		3,905.29	
591-556-818.000	CONTRACT LABOR	20,791.15	0.00	0.00		0.00	
591-556-965.600	CONTRIBUTION TO 641 LABOR & EQUIPMENT	200,000.00	200,000.00	100,000.00		100,000.00	
591-556-968.000	DEPRECIATION EXPENSE	157,718.00	0.00	0.00		0.00	
591-556-970.000	CAPITAL OUTLAY	0.00	45,000.00	46,162.36		32,117.00	
Total Dept 556 - DPW		500,715.34	307,000.00	158,155.64		139,246.29	
Dept 906 - DEBT SERVICE							
591-906-992.000	BOND PRINCIPAL	0.00	100,000.00	27,000.00		0.00	
591-906-993.000	BOND INTEREST	111,200.87	109,898.00	19,882.50		0.00	
Total Dept 906 - DEBT SERVICE		111,200.87	209,898.00	46,882.50		0.00	
TOTAL EXPENDITURES		620,745.19	527,248.00	205,506.70		139,246.29	
Fund 591 - WATER FUND:							
TOTAL REVENUES		782,659.83	817,183.09	161,881.35		(53,947.80)	
TOTAL EXPENDITURES		620,745.19	527,248.00	205,506.70		139,246.29	
NET OF REVENUES & EXPENDITURES		161,914.64	289,935.09	(43,625.35)		(193,194.09)	
BEG. FUND BALANCE		3,021,705.77	3,183,620.41	3,183,620.41			
END FUND BALANCE		3,183,620.41	3,473,555.50	3,139,995.06			

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE		ACTIVITY FOR	
		06/30/2024	2024-25	09/30/2024	09/30/2024	09/30/2024	09/30/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	BASE	(DECREASE)	
Fund 598 - STORM DRAIN MAINTENANCE							
Revenues							
Dept 000							
598-000-699.101	GF CONTRIBUTION	0.00	12,000.00	0.00			0.00
Total Dept 000		0.00	12,000.00	0.00			0.00
TOTAL REVENUES		0.00	12,000.00	0.00			0.00
Expenditures							
Dept 556 - DPW							
598-556-818.000	CONTRACT LABOR	0.00	12,000.00	1,677.49			0.00
Total Dept 556 - DPW		0.00	12,000.00	1,677.49			0.00
TOTAL EXPENDITURES		0.00	12,000.00	1,677.49			0.00
Fund 598 - STORM DRAIN MAINTENANCE:							
TOTAL REVENUES		0.00	12,000.00	0.00			0.00
TOTAL EXPENDITURES		0.00	12,000.00	1,677.49			0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(1,677.49)			0.00
BEG. FUND BALANCE		5,033.26	5,033.26	5,033.26			
END FUND BALANCE		5,033.26	5,033.26	3,355.77			

PERIOD ENDING 09/30/2024

GL NUMBER	DESCRIPTION	END BALANCE		YTD BALANCE	ACTIVITY FOR
		06/30/2024	2024-25	09/30/2024	MONTH 09/30/2024
		{MAL (ABNORMAL)	AMENDED BUDGET	{MAL (ABNORMAL)	BASE (DECREASE)
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT					
Revenues					
Dept 000					
641-000-699.100	OPERATING TRANSFER-IN	874,867.30	648,793.45	383,000.00	383,000.00
Total Dept 000		874,867.30	648,793.45	383,000.00	383,000.00
TOTAL REVENUES		874,867.30	648,793.45	383,000.00	383,000.00
Expenditures					
Dept 932 - EQUIPMENT REPAIR ACTIVITY					
641-932-703.000	SALARIES	273,012.70	278,567.04	70,769.10	10,532.44
641-932-703.002	OVERTIME SALARIES	22,657.41	16,000.00	3,801.36	1,071.87
641-932-719.000	FRINGE BENEFITS	73,343.69	75,426.41	18,324.36	1,817.78
641-932-728.000	UNIFORM EXPENSES	6,209.24	5,000.00	498.31	277.15
641-932-740.000	SUPPLIES	26,400.10	25,000.00	7,122.72	936.65
641-932-775.000	REPAIRS & MAINT	57,588.12	54,000.00	9,475.74	3,196.48
641-932-782.000	STREET MATERIALS & SUPPLIES	6,995.51	10,000.00	3,029.30	3,029.30
641-932-802.000	SERVICE	15,571.10	4,000.00	685.00	0.00
641-932-809.000	TRAINING	1,967.58	2,500.00	0.00	0.00
641-932-853.000	TELEPHONE EXPENSE	3,388.06	3,900.00	617.76	308.94
641-932-862.000	GAS	27,463.06	29,500.00	4,999.01	2,382.44
641-932-920.000	UTILITIES	124,831.65	130,000.00	21,653.71	9,488.19
641-932-958.000	DUES AND SUBSCRIPTIONS	697.24	900.00	0.00	0.00
641-932-962.000	MILEAGE	0.00	0.00	100.50	100.50
641-932-968.000	DEPRECIATION EXPENSE	39,881.00	0.00	0.00	0.00
641-932-970.000	CAPITAL OUTLAY	29,790.84	14,000.00	9,880.00	0.00
Total Dept 932 - EQUIPMENT REPAIR ACTIVITY		709,797.30	648,793.45	150,956.87	33,141.74
TOTAL EXPENDITURES		709,797.30	648,793.45	150,956.87	33,141.74
Fund 641 - EQUIPMENT REPAIR & REPLACEMENT:					
TOTAL REVENUES		874,867.30	648,793.45	383,000.00	383,000.00
TOTAL EXPENDITURES		709,797.30	648,793.45	150,956.87	33,141.74
NET OF REVENUES & EXPENDITURES		165,070.00	0.00	232,043.13	349,858.26
BEG. FUND BALANCE		122,937.18	288,007.18	288,007.18	
END FUND BALANCE		288,007.18	288,007.18	520,050.31	
TOTAL REVENUES - ALL FUNDS					
TOTAL EXPENDITURES - ALL FUNDS		6,859,969.39	4,807,182.18	1,769,041.48	1,121,806.32
NET OF REVENUES & EXPENDITURES		6,223,146.93	4,445,139.94	1,267,708.15	732,249.03
BEG. FUND BALANCE - ALL FUNDS		636,822.46	362,042.24	501,333.33	389,557.29
END FUND BALANCE - ALL FUNDS		7,632,002.79	8,268,825.25	8,268,825.25	
		8,268,825.25	8,630,867.49	8,770,158.58	

10/04/2024 10:21 AM
User: JWest
DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE
Bank GEN (GENERAL POOLED ACCOUNT)
FROM 09/01/2024 TO 09/30/2024
Reconciliation Record ID: 275

GL Number	Description	Beginning Balance
101-000-001.000	CASH	852,581.48
202-000-001.000	CASH	327,045.44
203-000-001.000	CASH	15,026.06
208-000-001.000	CASH	20,916.04
370-000-001.000	CASH	
401-000-001.000	CASH	4,751.72
590-000-001.000	CASH	247,751.73
590-000-010.000	CASH IN BANK - BOND RESERVE	328,550.00
590-000-011.000	CASH IN BANK-REPLACEMENT FUND	10,900.00
591-000-001.000	CASH	865,523.26
591-000-010.000	CASH IN BANK - BOND RESERVE	184,370.00
591-000-011.000	CASH IN BANK-REPLACEMENT FUND	329,330.00
598-000-001.000	CASH	3,355.77
641-000-001.000	CASH	(88,789.76)
Beginning GL Balance:		3,101,311.74
Add: Cash Receipts		765,817.32
Less: Cash Disbursements		(117,089.13)
Less: Payroll Disbursements		(77,841.64)
Add: Journal Entries/Other		135,782.39
Ending GL Balance:		3,807,980.68

GL Number	Description	Ending Balance
101-000-001.000	CASH	1,406,458.49
202-000-001.000	CASH	184,609.67
203-000-001.000	CASH	100,121.86
208-000-001.000	CASH	(1,795.47)
370-000-001.000	CASH	
401-000-001.000	CASH	7,405.72
590-000-001.000	CASH	205,684.95
590-000-010.000	CASH IN BANK - BOND RESERVE	328,550.00
590-000-011.000	CASH IN BANK-REPLACEMENT FUND	10,900.00
591-000-001.000	CASH	803,621.53
591-000-010.000	CASH IN BANK - BOND RESERVE	184,370.00
591-000-011.000	CASH IN BANK-REPLACEMENT FUND	329,330.00
598-000-001.000	CASH	3,355.77
641-000-001.000	CASH	245,368.16

Ending GL Balance:		3,807,980.68
Ending Bank Balance:		3,800,559.23
Add: Miscellaneous Transactions		5,018.01
Add: Deposits in Transit		
09/30/2024 Deposit ID: 1888		1,899.62
10/02/2024 *Deposit ID: 1889		200.00
COLONIAL LIFE		38.87
LATE FEE- NOT FILING MICHIGAN HOLDING TIMELY		126.33
HERSON- RIFLE BUYBACK		500.28
TRANSFERRED TOO MUCH MONEY TO PAYROLL 9/13		3,000.00
CREDIT CARD TRANSACTIONS HOLD OVER TO OCT 2024		(472.89)
		5,292.21
Less: 5 AP Outstanding Checks		2,888.77
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		3,807,980.68
Unreconciled Difference:		0.00

REVIEWED BY: _____

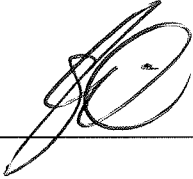
DATE: 10-4-24

10/03/2024 03:42 PM
User: JWest
DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE
Bank PR (PAYROLL ACCOUNT)
FROM 09/01/2024 TO 09/30/2024
Reconciliation Record ID: 273

GL Number	Description	Beginning Balance
750-000-001.000	CASH	14,625.47
Beginning GL Balance:		14,625.47
Less: Payroll Disbursements		(8,511.71)
Ending GL Balance:		6,113.76

GL Number	Description	Ending Balance
750-000-001.000	CASH	6,113.76
Ending GL Balance:		6,113.76
Ending Bank Balance:		9,895.53
Add: Deposits in Transit		
DIFF THROUGH 8/6/24 (COLONIAL LIFE DEDUCTED IN ERROR AND REFUNDED		(38.87)
LATE FEE- NOT FILING MICHIGAN HOLDING TIMELY		(126.33)
MISC		(0.06)
HERSON- BUYBACK RIFLE		(500.28)
TRANSFERRED TOO MUCH MONEY FROM COMMON FOR 9/13/24 PAYROLL		(3,000.00)
		(3,665.54)
Less: 0 AP Outstanding Checks		
Less: 1 PR Outstanding Checks		116.23
Adjusted Bank Balance		6,113.76
Unreconciled Difference:		0.00

REVIEWED BY: 

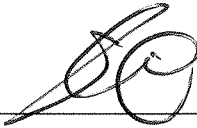
DATE: 10-4-24

10/02/2024 10:56 AM
User: JWest
DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE
Bank TAX (TAX ACCOUNT)
FROM 09/01/2024 TO 09/30/2024
Reconciliation Record ID: 272

GL Number	Description	Beginning Balance
703-000-001.000	CASH	639,371.89
Beginning GL Balance:		639,371.89
Add: Cash Receipts		1,539,151.88
Add: Tax Receipts		58,258.10
Less: Cash Disbursements		(2,118,626.18)
Add: Journal Entries/Other		2,818.81
Ending GL Balance:		120,974.50

GL Number	Description	Ending Balance
703-000-001.000	CASH	120,974.50
Ending GL Balance:		120,974.50
Ending Bank Balance:		242,124.13
Add: Deposits in Transit		0.00
Less: 3 AP Outstanding Checks		121,149.63
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		120,974.50
Unreconciled Difference:		0.00

REVIEWED BY: 

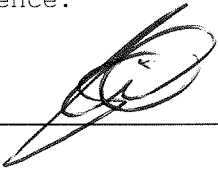
DATE: 10-7-24

10/03/2024 09:16 AM
User: JWest
DB: Potterville

BANK RECONCILIATION FOR CITY OF POTTERVILLE
Bank FEST (GIZZARD FEST)
FROM 09/01/2024 TO 09/30/2024
Reconciliation Record ID: 274

GL Number	Description	Beginning Balance
211-000-001.000	CASH	53,080.09
Beginning GL Balance:		53,080.09
Less: Cash Disbursements		(5,005.21)
Add: Journal Entries/Other		161.16
Ending GL Balance:		48,236.04

GL Number	Description	Ending Balance
211-000-001.000	CASH	48,236.04
Ending GL Balance:		48,236.04
Ending Bank Balance:		48,454.24
Add: Deposits in Transit		0.00
Less: 1 AP Outstanding Checks		218.20
Less: 0 PR Outstanding Checks		
Adjusted Bank Balance		48,236.04
Unreconciled Difference:		0.00



REVIEWED BY: _____

DATE: 10-3-24

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
Fax: (517) 645-7810 ♦ www.pottervillemi.org

October 10, 2024

To: City Council
From: Aaron Sheridan, City Manager
Subject: Manager’s Report

Please review my report and let me know if you have questions or comments. Thank you.

1. Council has considerations on its agenda per the request of the Eaton County Drain Commission (ECDC) and the Potter Drain maintenance project that is anticipated to start 2025-2026. The Potter Drain project will involve the southeast quadrant of Potterville and run along Lansing Road, Pearl Street, Dawn Court and Main Street areas including City Park. In order to start the project on schedule, the ECDC has been updating its records and easement locations that will be needed to avoid dead end storm drains and resolve encroachments that have developed over the years. County and City attorneys have reviewed all documents and Exhibits in the Council’s packet, and found them acceptable and accurate. As such, Council has been asked to approve the following items with exhibits: 1) Resolution to File Petition to Abandon a portion of the Potter Drain behind the mini mall along Lansing Road at the request of the ECDC / Property Owner, Cicorelli Management; 2) Motion to approve the same Petition and have it filed at the Register of Deeds with Resolution attached as an Exhibit; 3) Motion to approve the Release Agreement between the Drain Commission (Potter Drain District) and landowner Cicorelli Management involving the same abandonment; 4) Motion to approve a drain easement located on City Park property owned by the City that, again, is being requested for by the Drain Commission to commence construction near the end point effluent of the Potter Drain system. I recommend Council approve these actionable items in order to update the County’s Drain records and improve the ECDC construction process of the Potter Drain project.

2. I anticipate a response from the Benton Township Board to the City’s counter offer (made 8/22/2024) to renew the City/Twp Intergovernmental Agreement for Fire and EMS Services. As discussed, Council has offered to renew the Fire/EMS Agreement with Benton Township that includes a 23% increase to the City’s annual payments and +100% increase to its inflation multiplier that equates to \$162,400 annual payments for 3 years with a 4.0% annual inflation factor at a cumulative rate. The City also includes an option to increase the length of the Agreement to 5 years, if agreeable, but accepts a 3-year term if preferred by the Township. Council expresses its support for the Benton Township Fire Department and approved an increase to its upfront annual payments for Years 1 & 2 over that which was offered by the Township Board last month. See below table for cost information...

Benton Township Offer		
Year	Annual Payment	Inflation Factor
1	\$ 160,000	
2	168,800	5.5%
3	<u>178,084</u>	5.5%
	\$ 506,884	

Potterville Counter Offer		
Year	Annual Payment	Inflation Factor
1	\$ 162,400	
2	168,896	4.0%
3	<u>175,652</u>	4.0%
	\$ 506,948	

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
 Fax: (517) 645-7810 ♦ www.pottervillemi.org

3. The City is anticipating several large capital projects in 2025-27 including residential developments at Cambria Ridge (Sunset Hills Phase 5 and Cambria Ridge Phase 2-3), Potter Drain storm drain maintenance, major road projects at Main Street and Vermontville Hwy, Water Fund Capital Improvements for repair/replacement of Wellhead #3 north of Sunset Hills Drive, a new Type I wellhead and iron removal plant at City owned property, and a new TIFA development grant application for Lake Alliance Park. Each of these projects involve some degree of cost participation and grants, and Council will be asked again for review. To highlight a few of the most important projects I have asked City engineer Samuel Leatch for a summary report for your information. See this report for Engineering Projects in your packet. Capital Projects in the City are prioritized by need and often involve incentives from partners including but limited to the Eaton County Drain Commission, MDOT Category B Local Road Resurfacing Program or MDOT's Small Urban Group, private donors like Alro Stree (police drone), Gizzard Fest Committee, City TIFA component unit of government, MDNR Grant Programs like the Recreation Passport and/ DNR Trust Fund Grant programs, USDA Rural Development, Michigan State Legislators Special Grant Program for line appropriation funds, and the Eaton County Parks Department. With help from these partners the City has been able to leverage, plan and prioritize large capital improvements worth more 7 million dollars for your local constituents and business owners.

4. DUMP YOUR JUNK –October 19th 2024 - 8 am to Noon (until dumpsters are full) • Potterville City residents (only) may drop off junk mattresses, couches, iron, steel, misc. metals, glass, washers/dryers, refrigerators, stoves, dishwashers, and/or other large rubbish items at no extra charge on event days. Residential rubbish only. Commercial disposal is strictly prohibited. No construction materials or grass clippings are allowed. No tires, PCBs, lead batteries, liquids, hazardous waste, chemicals, paint and/or yard waste. Proof of City residency is required. All disposable items should be delivered to the Lake Alliance Park Compost Area during event hours. Check online for a list of prohibited items that should not be brought to the event. <https://pottervillemi.org/wp-content/uploads/2022/02/Granger-Prohibited-Garbage-Items.pdf>

5. The Potterville 2024 Fiscal Year Audit and Financial Statements are available for City Council review, and I have included several graphs showing Fund Balance reports and cash flows as generated from BS&A Financial Software systems. The City's public audit and financial statements are always available at no cost to the public online at <https://pottervillemi.org/wp-content/uploads/2024/09/Potterville-Audit-2024.pdf> . City Council has no action on the 2024 Audit other than discussion/review. The City's annual public is performed by qualified professionals and submitted to the Michigan State Department of Treasury to ensure they are performed in accordance with Generally Accepted Auditing Standards (GAAS), Government Auditing Standards (GAS), and that all findings, questioned costs and other audit issues are resolved in a timely manner – of which there are none for the City's audit. Some budgetary highlights for the General Fund last fiscal year include...

- ✓ General Property tax revenues are budgeted with increases to reflect moderate gains in property taxable values, notably for uncapped commercial properties and residential housing development. Indicators of positive growth and unrealized gains from developable property.
- ✓ Revenue increases in state shared revenues including local community stabilization.
- ✓ Large revenue increases in State and Insurance reimbursements due to FEMA storm event.
- ✓ Increases to interest earned revenues for consecutive fiscal years.

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
Fax: (517) 645-7810 ♦ www.pottervillemi.org

- ✓ Expenditure Budget was not significantly modified.
- ✓ Increases to Developmental Grant Acquisitions from MDNR Michigan Trust and Eaton County Parks Department.
- ✓ General Fund cash account increase during same period of increase to capital outlays to Parks and recreation and DPW Equipment Repair and Replacement.

Economic factors that are considered in preparing the City's next fiscal year include scheduled debt service payments, General Fund operating millage tax reduction pursuant to Potterville City Charter and increases in new construction taxable values during prior fiscal year, employee wages and benefits. It is also planned that inflationary increases for utility rate schedules will be maintained in accordance with financial terms of USDA Rural Development Bond Programs.



PROJECT STATUS SUMMARY

CLIENT: City of Pottersville
 FROM: Samuel Leatch, P.E.
 ISSUE DATE: October 10, 2024
 RE: PROJECT STATUS SUMMARY

Hello Aaron,

Below please find a detailed project status summary for the various projects underway within the City of Pottersville.

Water System Improvements Project – USDA-RD

- The preliminary engineering report (PER) and USDA-RD application were submitted on August 26, 2024.
- USDA-RD Mason Area office reviewed the application and submitted it to the State office for review on September 6, 2024.
- Typically, the State office will take 30-60 days to review applications.
- Once reviewed and approved, USDA will send “terms” to the City for approval. The “terms” will specify the bond amount, term, and rate. This document will ultimately need to be authorized by the Mayor and returned to USDA-RD. Once “terms” are accepted by the City, Wightman can begin design.
- Our current project schedule anticipates completion of design in June 2025, project bid / loan closing in August 2025, beginning of construction in September 2025, and final construction completion in November 2026.

Main Street / Vermontville Highway Resurfacing

- Project scope includes 0.71 miles of milling and HMA resurfacing along Main Street from Nelson Street to Lansing Road and 0.20 miles of milling and HMA resurfacing along Vermontville Highway from the westerly City limits to approximately 100 feet east of the Canadian National Railroad crossing. Project scope also includes spot curb and gutter replacement, ADA ramp improvements, pavement markings, permanent signage, water system and electrical improvements.
- Final plans have been submitted to MDOT for approval and project obligation.
- Project is scheduled for the December or January MDOT letting.
- Final construction cost estimate = \$599,450.
- \$71,850 of this total is related to the water system and electrical improvements along Main Street.
- Construction cannot begin prior to July 7, 2025 but must be substantially complete by September 26, 2025. Once work begins, the contractor has 60 calendar days to complete all work.

Well No. 3

- The City contracted with Northern Pump & Well to rehabilitate Well No. 3, located off of Sunset Drive.
- The rehabilitation included installation of a new stainless steel drop pipe, new motor, and new pump, among other appurtenances.
- As part of the rehabilitation contract, Well No. 3 was televised to log the condition of the existing well and casing.

10/10/2024

Page 2

- Following review of the televising video, it was determined that the existing casing is in poor condition. As such, Wightman and the City have coordinated with the Michigan Department of Environment, Great Lakes, & Energy (EGLE) to discuss the potential replacement of Well No. 3. The proposed new production well would be considered an “offset” well and installed near existing Well No. 3. With the new production well in service, Well No. 3 would be abandoned. The recently installed drop pipe, motor, and pump are proposed to be salvaged and utilized in the new production well. EGLE is currently reviewing this request and potential site constraints.

Cambria Ridge Development – Phase 2

- Final plans for Phase 2 were approved by Wightman and the City.
- A subsequent preconstruction meeting was held on October 2, 2024 to discuss the project and construction schedule.
- Construction is anticipated from Fall 2024 through Spring 2025.
- Wightman will review all contractor submittals, provide on-site construction observation during installation of underground utilities, and materials testing for sand, aggregate, HMA, and concrete.

Sunset Hills East Development

- A preliminary site condominium plan for Sunset Hills East was submitted by Allen Edwin and reviewed by Wightman on behalf of the City.
- Wightman provided comments to the City on October 1, 2024.
- Approval of the preliminary site condominium plan is contingent on the developer’s submission of a revised plan which addresses all comments.

Lake Alliance Park Improvements (TIFA)

- Wightman has prepared a conceptual plan and conceptual renderings for proposed improvements at Lake Alliance Park.
- These improvements include extensions of non-motorized path and / or sidewalk to improve connectivity, addition of two (2) pickleball courts, addition of two (2) paved parking lots for ADA accessibility, and the addition of a trailhead.
- We intend to finalize the proposed scope of improvements this winter and target submission of a Michigan Department of Natural Resources MNRTF grant application in April of 2025.

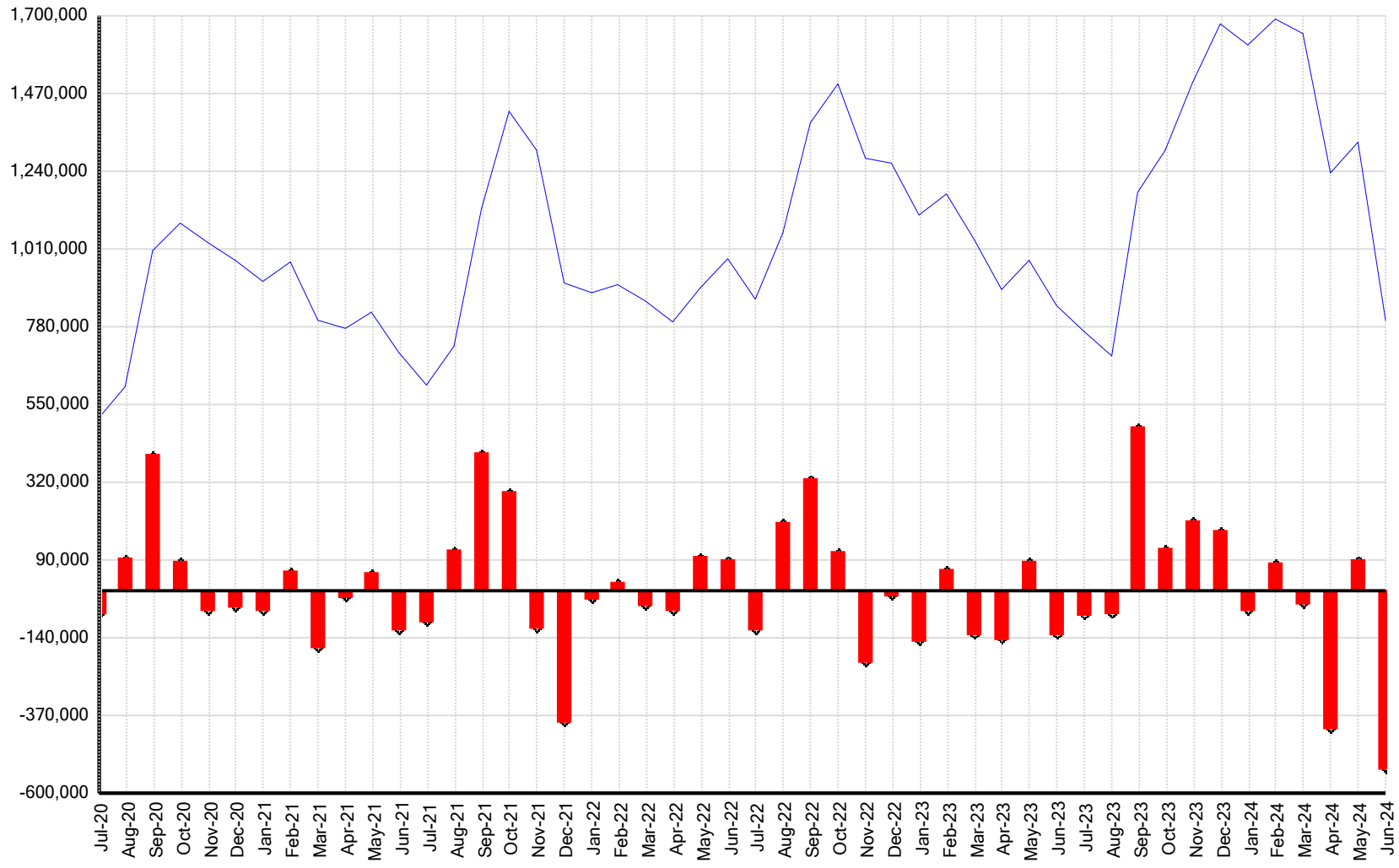
If you have any questions regarding the above project summaries, please feel free to contact me.

Very truly yours,

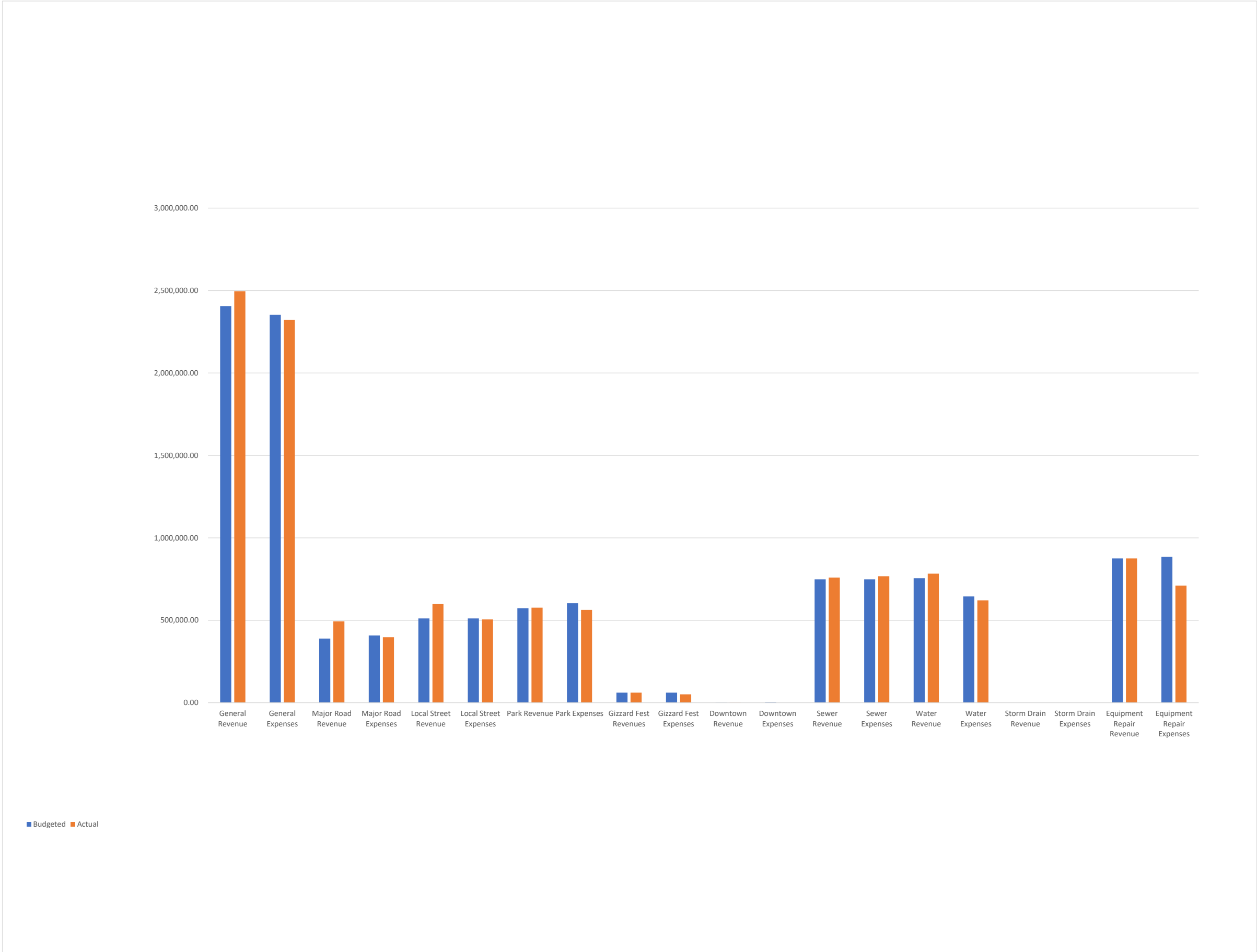


Samuel Leatch, P.E., Project Manager
sleatch@gowightman.com
(517) 812-0700

Cumulative Cash Flow - Fund: 101



Net Monthly Cash (Red Bar) Cash Balance (Blue Line)



Budget Fund	<u>Budgeted</u>	<u>Actual</u>
General Revenue	2,405,809.49	2,496,160.71
General Expenses	2,352,915.60	2,321,563.29
Major Road Revenue	388,987.06	493,896.81
Major Road Expenses	407,775.06	396,927.81
Local Street Revenue	511,254.08	598,116.94
Local Street Expenses	511,254.08	505,091.80
Park Revenue	573,423.04	576,704.96
Park Expenses	603,606.19	563,312.87
Gizzard Fest Revenues	61,062.70	61,202.70
Gizzard Fest Expenses	61,015.00	50,695.33
Downtown Revenue	2,654.00	2,654.00
Downtown Expenses	3,600.00	1,721.56
Sewer Revenue	748,411.30	758,930.11
Sewer Expenses	748,411.30	767,438.38
Water Revenue	755,435.43	782,659.83
Water Expenses	644,857.87	620,745.19
Storm Drain Revenue	0.00	0.00
Storm Drain Expenses	0.00	0.00
Equipment Repair Revenue	874,867.30	874,867.30
Equipment Repair Expenses	884,867.30	709,797.30

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
Fax: (517) 645-7810 ♦ www.pottervillemi.org

TREASURER'S REPORT

October 17, 2024

Utility bills—as of 09/30/2024 (bills due on 15th) \$29,284.19 is outstanding with \$18,108.03 over 30 days past due.

Water usage month of Sept (Oct billing): 5,160,030 gallons

Sewer usage month of Sept (Oct billing) 5,156,689 gallons

Ready to service charge-water: \$43,662.96

Ready to service charge-sewer: \$41,510.48

Total water and sewer billed out from 8/27-9/25/24 is \$130,327.67

Payroll month of September, 2024: \$81,341.92 (this includes all payroll taxes + MERS)

Taxes were mailed to homeowners and escrow companies. Due to the weekend- taxes are due by 5:00 P.M. on 9/16/24 to avoid penalty and interest. Summer 2024 collection percentage: 96.9%

Audit completed for 2023/2024 fiscal year.

BS&A is entering the online bill payment arena to compete with Invoice Cloud and Point and Pay. I have made initial contact with the sales department inquiring on some of the positives (and negatives) of converting. Biggest advantage- no additional cost to the City except for a card reader (currently the City pays a nominal monthly fee to Invoice Cloud). Biggest negative- residents would need to re-enter their information on the new platform. BS&A is sending more information, including pricing for residents.

Bank reconciliations completed for month of September, 2024:

General account – Reconciled balance: **\$3,807,980.68**

Payroll account - Reconciled balance: **\$6,113.76**

Tax account – Reconciled balance: **\$120,974.50**

Gizzard Fest – Reconciled balance: **\$48,236.04**

Respectfully submitted,
Jodi West, Treasurer

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
Fax: (517) 645-7810 ♦ www.pottervillemi.org

From the Clerk's office – October 2024

VOTING FOR THE GENERAL ELECTION – NOVEMBER 5, 2024

VOTING METHOD #1

ABSENTEE - Any registered voter can vote with an absentee ballot. There is no requirement for an excuse.

There are 2 steps to this process:

- 1) Submit a ballot application (unless you have previously submitted a permanent ballot application)
- 2) Return your voted ballot by mail or absentee ballot drop box (locations listed on front of brochure. Ballots must arrive at Clerk's office before 8:00 pm on election day)

Absentee Application Options:

- Online at Mi.gov/Vote
- Request from the Clerk's office

Permanent Absentee Ballot Application Info: Voters who want to automatically be mailed a ballot for all future elections may sign up for the Permanent Absentee Voter List anytime at Mi.gov/Vote or when submitting an Absent Voter Ballot Application.

VOTING METHOD #2

IN PERSON EARLY - Any voter can vote during the 9 day early voting period for all state and federal elections

Eaton County's Early Voting Center: Carmel Township Office 661 Beech Street, Charlotte

VOTING METHOD #3

IN PERSON ON ELECTION DAY- Polls are open 7 am - 8 pm on election day

REMEMBER TO VOTE!

If you need assistance, the Clerk is available, and in the office Tuesday, Thursday, and Fridays from 8:30-5, please contact me on my direct number 517-224-8103 or email cityclerk@pottervillemi.org. It would be my pleasure to assist in any way that you might need.

Becky Dolman

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
 Fax: (517) 645-7810 ♦ www.pottervillemi.org

October 2024

From the office of the Parks & Recreation Department for the City of Potterville:

The Parks & Recreation Department continues to do administrative work, planning, implementation, programs, observation, evaluating, training, and continuing education.

- We held a ribbon cutting ceremony for the MDNR Recreation Passport Grant of Sunset Hills Park Project, on October 2, 2024. In attendance from City Council was Mayor Lenneman, Bob Nicols (TIFA & Planning Commission Member as well) & Zach Connor. From TIFA: Ronald Norman, Judy Lenneman, John McNett (Planning Commission Member as well). Members from the Eaton County Parks: Alex Zegarzewski (Parks Director), Ben Youngs (Parks Supervisor), Ethan Jacobs (Parks Naturalist) & Clara Alderman (Recreation & Event Coordinator). As well as the Eaton County Drain Commission and Eaton Parks Board Member- Brian Droscha. The City's Engineer Samuel Leatch & Kristy from their Marketing Department. Tyler Greisinger, Ironhorse Construction, LLC. MDNR Grant Coordinator Riley Millard. State Representative Angela Witwer and her assistant Joci McMichael. Renee Sevenski from the County Journal, a few community members, and City Staff of City Manager, Parks & Recreation Director, DPW Supervisor & Police Chief.
 - Drone footage was taken, and we were able to get videos and photos of the event.
- We have received reimbursement (both) from the DNR. We are in the last phase of documentation with the DNR to close out this grant project.
- We continue to spend time out at the ball fields. Weather is a big factor in what we do. Mornings are dealing with the dew and now frost and colder temperatures. Which takes the fields longer to dry before doing work and getting the work to settle as the dirt is loose.
- This is the downfall of the season as we are in Fall. School is in session which takes the seasonal staff who are now with limited hours due to sports and extracurricular activities.
- We've received the proposal for the Lake Alliance Baseball field for renovations. That has been submitted to TIFA. This field has issues that has become more and more time consuming. Home plate is so low that every rain we get it floods. It needs to be raised up with material and level. The pitching mound is too big. This is due to players that keep digging the dirt out and it gets left in the grass where the mound loses material and grass/weeds think they can grow. The proposal is making this smaller and more accurate, with the pitching rubber realign-level- and so players will not dig even at the landing. The baselines are another factor. It is difficult to maintain the baselines as they are narrow for equipment. However, over the years, staff has been taking equipment down the baseline

creating more of a lip and losing material. This is too wide and a big safety hazard for players. The goal is to plant grass in those areas, so it is less maintenance and easier to maintain as all it needs is to be mowed. Areas of the material will be pitching mound, home plate, and the infield where first, second and third base are at. Again like the softball fields, the baseball fields has the lip. That will get cut out, and material will be added, and the field will get regraded, bases realigned, and leveling of the field. This is going to be like the proposal for the City Park Baseball field as well.

- We are in our last month of tournaments for the season.
- As we get closer to the end of the season, we have started working on closing some things out and planning for next year.
- City Staff has gone around the City and decorated with corn stalks, pumpkins, straw bales, and scarecrows. The City looks great! These are for decoration purposes and not for people to take.
- Statistic (Yearly) Reports continue to be in progress.
- We have one last pavilion rental this month.
- Flag Football has ended. Players were able to continue their skills and continue to fine tune their technique. Become good teammates, be a team, learn how to throw, catch, reading plays, offense and defense. We had a great group of volunteer coaches this year and we are grateful what they have done for the program.
- The Parks & Recreation 5 Year Parks Plan needs to gather responses to the survey from the community. Make sure you take some time and take the survey:
https://docs.google.com/forms/d/e/1FAIpQLSe7KP5j9-7LvbHUR7YVIZaEgmNA7x4UtY_k0ADYZwYfu0sEQA/viewform?usp=sf_link to help the City get public input about the parks and recreation. For those who have access to a device with internet can take this survey, for those who do not, paper copies (hard copies) are available at City Hall. Surveyors can drop off the survey in the drop box located at City Hall, mail in. We'll also have a box at some local places throughout the city to gather responses as well during their business hours. We will make an announcement via social media on where the box will be and for how long.
- Continue to further my education by webinars, meetings, certification, conferences, etc.
- The Benton Township Fire Department is having their annual Fire Prevention Event on Saturday, October 12, 2024, from 10am-2pm at City Park. They have vendors, and local safety partners that they work with in other situations. This is a family event, so bring the kids and enjoy.
- In case you forget: Halloween is Thursday, October 31, 2024, and Trick or Treating Hours are 6:00-8:00p.m.

Respectfully Submitted,
Tiffani Falin, Parks & Recreation Director



City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
Fax: (517) 645-7810 ♦ www.pottervillemi.org

Field work, sketching, and data entry is complete for the annual inspection of parcels within the City.

Review of any new construction for the year continues.

Deeds, PTAs and PREs are up to date in the database.

Thanks,



Sarah Payton, MAAO



City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
Fax: (517) 645-7810 ♦ www.pottervillemi.org

October 9, 2024

To: City of Potterville Council Members

From: Brandy Miller, Zoning Administrator

Re: Report to Council

Below is a list of the projects I am currently working on for the City of Potterville. Please keep in mind, these projects do not include the day-to-day commutations or projects with property owners located in the City of Potterville.

- **Cambria Ridge:** Phase 1 of the project is near completion and built out. Staff had a pre-construction meeting with the developers regarding the construction of phase 2, which includes the construction of a new road to be known as Cabria Court and 22 new homes. Work is projected to begin this year.
- **Proposed Sunset Hills East Single Family Residential Subdivision:** Our engineer completed the review of the proposed project. Comments were sent to the developer for review and changes. The developer hopes to have the corrections made and new plans and Site Plan Review Application submit this month for review by the Planning Commission in November.
- **Alro Steel:** The Zoning Board of Appeals and Planning Commission will consider applications for a proposed addition onto the west side of the building this winter. Actual construction will take place in in the spring of 2025.
- **Profile Metal:** Staff has begun working with Profile Metal on their proposed business expansion. The company is located at 345 Wright Industrial Parkway, a 1.61 acre parcel. Profile Metal recently purchased the former Saites Catering building located at 379 Wright Industrial Parkway and the adjacent vacant parcel. Staff approved a lot combination of the parcels this year; the total property is now 3.79 acres. Profile Metal will likely apply for a Zoning Amendment of the former Saites Catering property to change the zoning of the property from B-3 Highway Business District to I-1 Light Industrial. In addition, they will be applying for a variance from the setback requirements of the Zoning Ordinance and finally, a Site Plan Review with the Planning Commission.
- **Policy updates:** Progressive AE has submitted an audit of our Zoning Ordinance to be reviewed by the Planning Commission at their October 15th meeting. Staff from Progressive AE will be present to go through the audit with the Planning Commission.

Please do not hesitate to reach out to me directly with any questions or concerns. I can be reached by calling (517) 281-5659 or e-mail Zoning@pottervillemi.org.

“City of Helping Hands”



Potterville
Police Department
Chief Richard Barry



319 North Nelson St. • Potterville • Michigan • 48876 • Phone (517) 645-7802 • Fax (517) 645-7810

Dear Council,

Please see the following information regarding your police department,

- **Notable Calls:**
 - Tuesday, September 17th: PD was dispatched to a home in Potterville for a suspicious subject where an ex-boyfriend was stalking the caller. After the subject fled the scene, the PD located him in town and placed him under arrest for multiple warrants.
 - Wednesday, September 25th: PD assisted an MSP task force with taking down an alleged methamphetamine dealer in Potterville, making two arrests.
 - Thursday, October 3rd: PD assisted MSP in attempting to locate an individual with felony warrants utilizing the thermal drone in a rural area.
 - Monday, October 7th: PD assisted Fire with locating and rescuing an individual who fell off a 30ft wall into an abandoned cement factory. With the help of the PD drone, officers quickly located the missing individual and provided scene lighting to the rescuing force.
- **Upcoming Events:**
 - October 11: Homecoming Parade and Football Game, 5:30 pm
 - October 12: BTFD Fire Prevention, 10 am, City Park
- **Notes from Chief Barry:** Officer Haynor and Officer Crabtree have begun field training with the department, spending time with each sworn officer, and learning the City and department policies. I expect both officers to be on their own in the coming weeks, which will provide additional police coverage where we were previously lacking.

Total Calls for February: 100

-Traffic Stops: 54
 -Domestic Disputes: 1
 -Assaults: 1

-Assist Other: 3
 -Retail Frauds: 1
 -Suicidal Threat/ Attempt: 2

Calls for Service: 22

-Suspicious Situations: 7
 -Assist Citizens: 2
 -Traffic Crashes: 1

Respectfully Submitted,

Chief R. Barry

EATON COUNTY 911

Events by Nature Code by Agency

Agency: PPD, Event date/Time range: 09/01/2024 00:00:00 - 09/30/2024 23:59:59

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
PPD	ASSAULT	0	1	0	1	1%	0:00:00	0:00:00	1:20:08	1:20:08	1:20:08
	ASSIST CITIZEN	0	0	2	2	2%	0:09:28	0:00:00	0:00:00	0:37:59	0:19:00
	ASSIST OTHER POLICE DEPT	0	2	1	3	3%	0:00:00	0:09:44	1:55:44	5:56:56	1:58:59
	BREAKING AND ENTERING	0	0	1	1	1%	0:00:00	0:26:54	0:22:49	0:49:43	0:49:43
	CHECK WELLBEING	0	0	1	1	1%	0:02:38	0:02:59	0:19:42	0:25:19	0:25:19
	CIVIL COMPLAINT	0	0	1	1	1%	0:15:21	0:00:00	0:00:00	0:15:24	0:15:24
	DISORDERLY PERSON OR SUBJECT	0	1	0	1	1%	0:00:00	0:00:00	1:25:21	1:25:21	1:25:21
	DOMESTIC DISPUTE	0	1	0	1	1%	0:00:00	0:00:00	0:13:07	0:13:07	0:13:07
	FOLLOWUP OF ANY KIND	0	2	1	3	3%	0:02:20	0:18:17	0:33:36	2:03:47	0:41:16
	FRAUD RETAIL EMBEZZLEMENT	0	0	1	1	1%	0:02:31	0:04:07	0:14:20	0:20:58	0:20:58
	HARASSMENT	0	1	2	3	3%	0:03:28	0:00:00	1:00:13	2:07:27	0:42:29
	LARCENY	0	0	1	1	1%	0:01:44	0:00:00	0:00:00	0:08:09	0:08:09
	LOST PROPERTY	0	0	1	1	1%	0:01:16	0:00:00	0:00:00	0:06:59	0:06:59
	MESSAGE FOR OFFICER	0	7	0	7	7%	0:00:01	0:00:00	0:00:07	0:00:51	0:00:07
	MISCELLANEOUS INCIDENT	0	1	0	1	1%	0:00:00	0:00:00	1:03:31	1:03:31	1:03:31
	PPO VIOLATION	0	0	1	1	1%	0:03:04	0:00:00	0:00:00	0:12:46	0:12:46
	PRIVATE PROPERTY DAMAGE CRASH	0	0	1	1	1%	0:02:40	0:03:12	0:05:29	0:11:21	0:11:21
	ROAD RAGE	0	0	1	1	1%	0:00:00	0:00:00	0:24:08	0:24:08	0:24:08
	RUNAWAY	0	0	1	1	1%	0:03:02	0:00:00	0:00:00	0:05:59	0:05:59
	SUICIDAL THRT OR ATTEMPT	0	0	2	2	2%	0:19:14	0:04:54	0:16:44	1:02:29	0:31:15
SUSPICIOUS SITUATION	0	1	0	1	1%	0:00:01	0:00:00	0:01:58	0:01:59	0:01:59	
SUSPICIOUS SUBJECT	0	2	0	2	2%	0:00:00	0:00:00	0:28:17	0:56:34	0:28:17	
SUSPICIOUS VEHICLE	0	4	0	4	4%	0:00:00	0:00:00	0:01:22	0:05:30	0:01:23	

Agency Code	Nature Code	Rpt Only	Self Init	CFS	Total	% Total	Avg Disp Time	Avg Resp Time	Avg Scene Time	Total Call Time	Avg Call Time
	TELEPHONE HARASSMENT	0	0	1	1	1%	0:03:31	0:00:00	0:00:00	0:14:56	0:14:56
	TRAFFIC HAZARD	0	0	1	1	1%	0:01:47	0:00:00	0:00:00	0:53:22	0:53:22
	TRAFFIC STOP	0	54	0	54	54%	0:00:01	0:05:58	0:09:06	8:39:57	0:09:38
	TRESPASSING	0	0	1	1	1%	0:00:55	0:03:02	0:37:42	0:41:39	0:41:39
	UNWANTED SUBJECT	0	0	1	1	1%	0:02:09	0:01:51	0:27:33	0:31:33	0:31:33
	WARRANT ATTEMPT PICKUP	0	1	0	1	1%	0:00:00	0:00:00	0:00:00	0:27:08	0:27:08
	Subtotals for No Summary Code	0	78	22	100	100%	0:03:57	0:08:06	0:33:03	31:25:00	0:30:33
	Subtotals for PPD	0	78	22	100	100%	0:03:57	0:08:06	0:33:03	31:25:00	0:30:33

Eaton County Central Dispatch

Total Calls For Service

September 2024				
Type Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
EMS	1,578	20.1%	13,001	19.4%
Fire	848	10.8%	7,017	10.5%
Police	5,418	69.1%	46,986	70.1%
Total Calls	7,844	100.0%	67,004	100.0%

Eaton County Central Dispatch

EMS Calls For Service

September 2024				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Benton Twp. EMS	74	4.7%	539	4.1%
Delta Twp. EMS	568	36.0%	4,420	34.0%
Eaton Area EMS	581	36.8%	4,927	37.9%
Grand Ledge EMS	196	12.4%	1,740	13.4%
Vermontville EMS	18	1.1%	133	1.0%
Windsor Twp. EMS	116	7.4%	967	7.4%
Outside Agencies* <i>DLHE, LIFE, LTEM MARE, NEMS</i>	25	1.6%	275	2.1%
Total EMS Calls	1,578	100.0%	13,001	100.0%

* Agencies Outside Eaton County

Eaton County Central Dispatch

Fire Calls For Service

September 2024				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Bellevue Fire	42	5.0%	290	4.1%
Benton Twp. Fire	26	3.1%	211	3.0%
Charlotte Fire	70	8.3%	567	8.1%
Delta Fire	344	40.6%	2,796	39.8%
Eaton Rapids City	73	8.6%	539	7.7%
Eaton Rapids Twp.	78	9.2%	536	7.6%
Grand Ledge Fire	81	9.6%	772	11.0%
Hamlin Twp Fire	14	1.7%	159	2.3%
Olivet Fire	14	1.7%	176	2.5%
Roxand Twp. Fire	20	2.4%	136	1.9%
Sunfield Fire	29	3.4%	236	3.4%
Vermontville Fire	6	0.7%	93	1.3%
Windsor Fire	40	4.7%	418	6.0%
Outside Agencies*	11	1.3%	88	1.3%
<i>LTFD</i>				
Total Fire Calls	848	100.0%	7,017	100.0%

* Agencies Outside Eaton County

Eaton County Central Dispatch

Police Calls For Service

September 2024				
Agency	Month To Date		Year To Date	
	Calls	%/Total	Calls	%/Total
Bellevue Police	26	0.5%	358	0.8%
Charlotte Police	674	12.4%	5,605	11.9%
Eaton County Sheriff	2,665	49.2%	23,463	49.9%
<i>Delta</i>	1,492	27.5%	13,771	29.3%
<i>Out County</i>	1,173	21.7%	9,692	20.6%
<i>Animal Control</i>	140	2.6%	1,585	3.4%
Eaton Rapids Police	398	7.3%	2,857	6.1%
Grand Ledge Police	359	6.6%	3,057	6.5%
Michigan State Police	1,146	21.2%	9,979	21.2%
Olivet Police	31	0.6%	186	0.4%
Pottersville Police	100	1.8%	1,341	2.9%
Outside Agencies*	19	0.4%	140	0.3%
<i>DNR, ME</i>				
Total Police Calls	5,418	100.0%	46,986	100.0%

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
Fax: (517) 645-7810 ♦ www.pottervillemi.org

Appointments **October 17, 2024**

Planning Commission

Mark Swanson-Chair
Tim Maynard- Secretary
George Kepler – Member
Bob Nichols – Member
John McNett – Member

Zoning Board of Appeals

Ronald Norman – Member
Larisa Ballard – Member
Kris Whipple – Member
Monica Baker – Member
Joe Bristol, Jr. – Alternate Member

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
Fax: (517) 645-7810 ♦ www.pottervillemi.org

RESOLUTION NO. 2024-1017-11

At a regular meeting of the City Council of the City of Potterville, Eaton County, Michigan, held at the City Hall in said City on the 17th day of October of 2024, at 6:00 p.m.

Present:

Absent:

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

RESOLUTION TO FILE PETITION TO ABANDON A PORTION OF A POTTER DRAIN

WHEREAS the Potter Drain is a legally established county drain pursuant to Public Act 40 of 1956, as amended; and

WHEREAS the portion of the drain to be abandoned is located and established within the City of Potterville; and

WHEREAS an inspection of the area where the drain is established shows that the portion of the drain has ceased to be of public utility and is no longer conducive to the public health, convenience, and welfare; and

NOW, THEREFORE BE IT RESOLVED THAT the City Council does authorize the filing of a petition for the abandonment of a portion of the drain.

BE IT FURTHER RESOLVED THAT the Mayor is authorized to execute the petition for the abandonment of a portion of the drain.

BE IT FURTHER RESOLVED THAT the Clerk shall forward to the Eaton County Drain Commissioner a copy of this Resolution for the petition for the abandonment of a portion of the drain.

City of Potterville

319 N. Nelson St. ♦ PO Box 488 ♦ Potterville, MI 48876 ♦ Phone: (517) 645-7641
Fax: (517) 645-7810 ♦ www.pottervillemi.org

Those Council Members voted:

Yeas:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED:

STATE OF MICHIGAN

COUNTY OF EATON

CITY OF POTTERVILLE

Dated: _____

By: Jennifer Lenneman

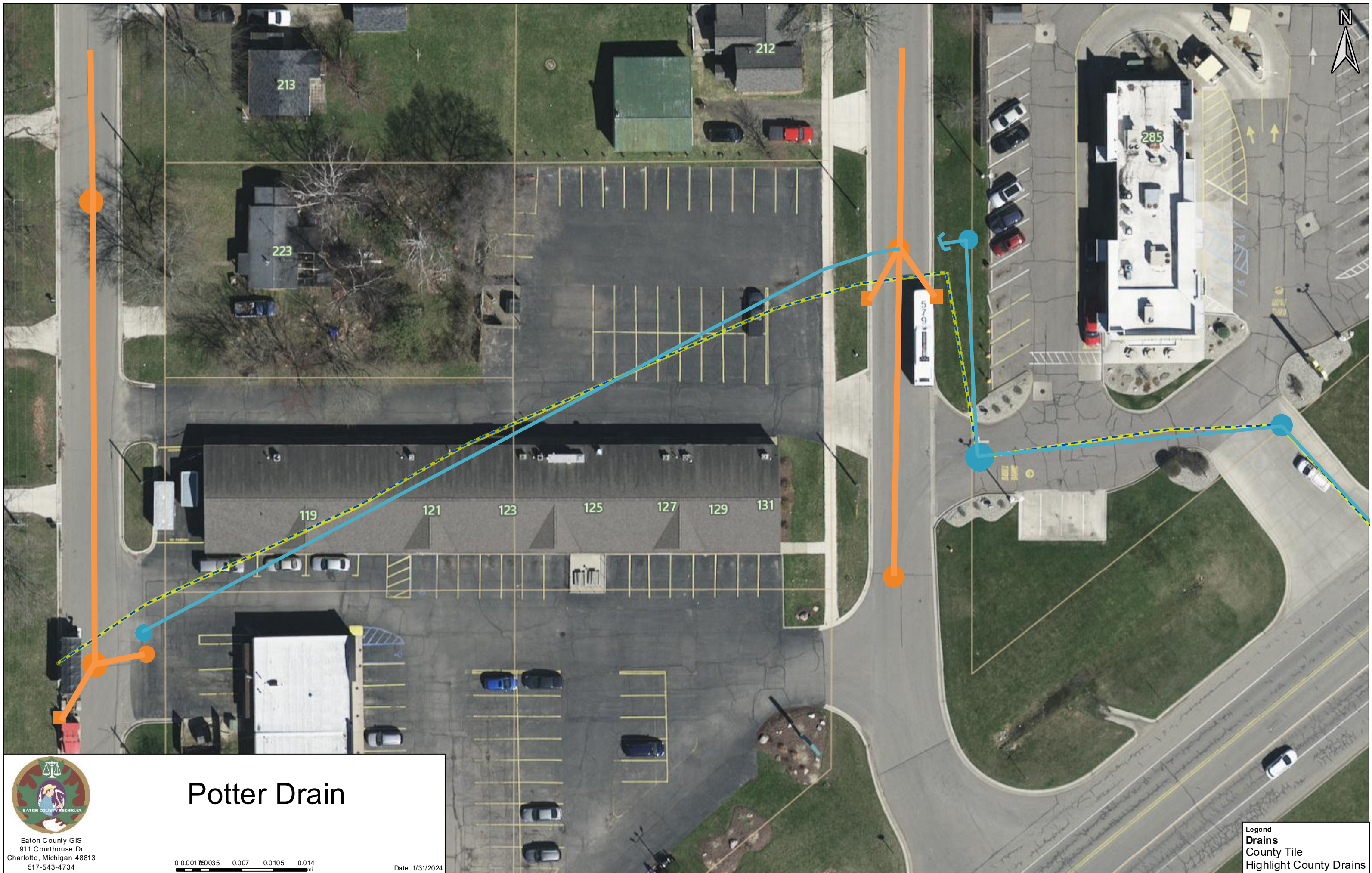
Its: Mayor

CLERK'S CERTIFICATE

I, Becky Dolman, the duly qualified and acting City Clerk of the City of Potterville, Eaton County Michigan DO HEREBY CERTIFY that the foregoing is a true and complete copy of certain proceeding taken by the City Council of said City at regular meeting held on the 17th day of October of 2024, and that notice of said meeting was given in accordance with the Open Meetings Act.

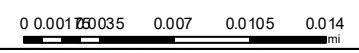
Becky Dolman

City Clerk



Eaton County GIS
911 Courthouse Dr
Charlotte, Michigan 48813
517-543-4734

Potter Drain



Date: 1/31/2024

Legend
Drains
County Tile
Highlight County Drains

CITY OF POTTERVILLE**POTTER DRAIN****PETITION TO ABANDON A PORTION OF A DRAIN**

To the Eaton County Drain Commissioner:

The City of Potterville hereby petitions for the abandonment of a portion of the Potter Drain as provided in Chapter 17 of Public Act 40 of 1956, as amended.

A description of the portion of the Drain to be abandoned is as attached as **Exhibit A**.

Your petitioner further shows that a portion of the Potter Drain has ceased to be of public utility and is no longer conducive to the public health, convenience, and welfare.

This petition has been authorized by the City's governing body. A copy of the Resolution is attached hereto.

Dated: _____, 20_____

By: Jennifer Lenneman
Its: Mayor

By: Becky Dolman
Its: Clerk

RELEASE AGREEMENT

This Release Agreement (“Agreement”) is made and entered it this ___ day of _____, 2024, by **CICORELLI MANAGEMENT, LLC**, a Michigan limited liability company, of 3210 E. Daryls Way, Charlotte, Michigan 48813 (“Cicorelli Management”), and **FRJ MANAGEMENT, LLC**, a Michigan limited liability company, of 3210 E. Daryls Way, Charlotte, Michigan 48813 (“FRJ Management”) (Cicorelli Management and FRJ Management collectively referred to as “Landowners”), which are the owners of lands described in **Exhibit A** (“Property”), on behalf of itself, its heirs, successors, and assigns, enters into this release agreement (“Agreement”) with the **Potter Drain Drainage District**, of 1045 Independence Boulevard, Charlotte, Michigan 48813, and its successors in interest (“Drainage District”) (Landowners and Drainage District collectively referred to as “Parties”):

RECITALS:

WHEREAS, the Potter Drain (“Drain”), is an establish Drain under Public Act 40 of 1956, as amended (“Drain Code”), and the Property is located within the Drainage District; and

WHEREAS, a portion of the Drain is located on the Property, and the Drainage District holds an easement interest on the Property; and

WHEREAS, the portion of Drain on the Property no longer connected to the currently existing Drain and instead is connected to storm sewer under the jurisdiction of the City of Potterville; and

WHEREAS, the Parties have coordinated, and Landowners have requested to take jurisdiction over the portion of the Drain on the Property (“Drain to be Abandoned” or “Old Pipe”) as described and depicted in the attached **Exhibit A** and that any easement held by the Drainage District on the Property be released to the Landowners; and

WHEREAS, Chapter 17 of the Drain Code provides a process to abandon a portion of a drain, and the Parties wish to coordinate with the City of Potterville to petition for an abandonment of to the Old Pipe; and

WHEREAS, upon the abandonment process being complete, the Landowners have agreed to release the Drainage District from any and all claims and damages related to Drain and any other drainage infrastructure on the Property, and the Drainage District has agreed to release any historic easement on the Property; and

NOW THEREFORE, LANDOWNERS AND DRAINAGE DISTRICT AGREE:

1. Drainage District shall release unto the Landowners all right, title, interest, and claim, which the Drainage District has in the Property. Said release shall be recorded with the Eaton County Register of Deeds.
2. Landowners agree to accept all responsibility and jurisdiction over the Old Pipe and any other drainage infrastructure on the Property.
3. Landowners accept the Old Pipe in its as-is condition.
4. Landowners acknowledge and agree that the Drainage District shall no longer takes jurisdiction or responsibility for any drainage infrastructure on the Property.
5. Landowners for themselves, their heirs, successors, and assigns hereby agrees to release, forever discharge, indemnify, hold harmless, and defend the Drainage District, Eaton County Drain Commissioner, Eaton County, the City of Potterville and their successors, assigns, agents, officers, employees, representatives, and related corporate bodies from any and all claims, contracts, demands, damages, actions, causes of action, of every kind, nature, and description, whether known or unknown, suspected or unsuspected, or suits for money damages or equitable relief, either past, present or future in connection with the Old Pipe and/or any other drainage infrastructure on the Property.
6. The above paragraphs 1 through 5 are contingent upon and shall only become effective upon the Drain Commissioner or his agent entering an order abandoning the Old Pipe pursuant to the Drain Code.
7. Upon an order being entered abandoning the Old Pipe pursuant to the Drain Code, the Parties shall record this Agreement with the Eaton County Register of Deeds.
8. If any provision of this Agreement is held invalid under any applicable law, such invalidity shall not affect any other provision of this Agreement that can be given effect without the invalid provision and, to this end, the provisions hereof are severable.
9. Failure of any party to this Agreement to insist upon the strict and prompt performance of the terms, covenants, agreements, and conditions herein contained shall not constitute or be construed as a waiver or relinquishment of any party's right thereafter to enforce any such term, covenant, agreement, or condition, but the same shall continue in full force and effect.
10. This Agreement is intended to be recordable as a release of property interest and covenant upon the Property, and Landowner consents to the recording of this document with the Eaton County Register of Deeds.

Exempt pursuant to: MCL 207.505(a) and MCL 207.526(a).

(Signatures on following pages)

**POTTER DRAIN
DRAINAGE DISTRICT**

Dated: _____

Richard Wagner
Eaton County Drain Commissioner

STATE OF MICHIGAN)
)ss.
COUNTY OF _____)

On this _____ day of _____, 20 __, before me, a Notary Public in and for said County, personally appeared Richard Wagner, Eaton County Drain Commissioner, on behalf of the Potter Drain Drainage District, to me known to be the persons described in and who executed the foregoing instrument and acknowledged the same to be his free act and deed.

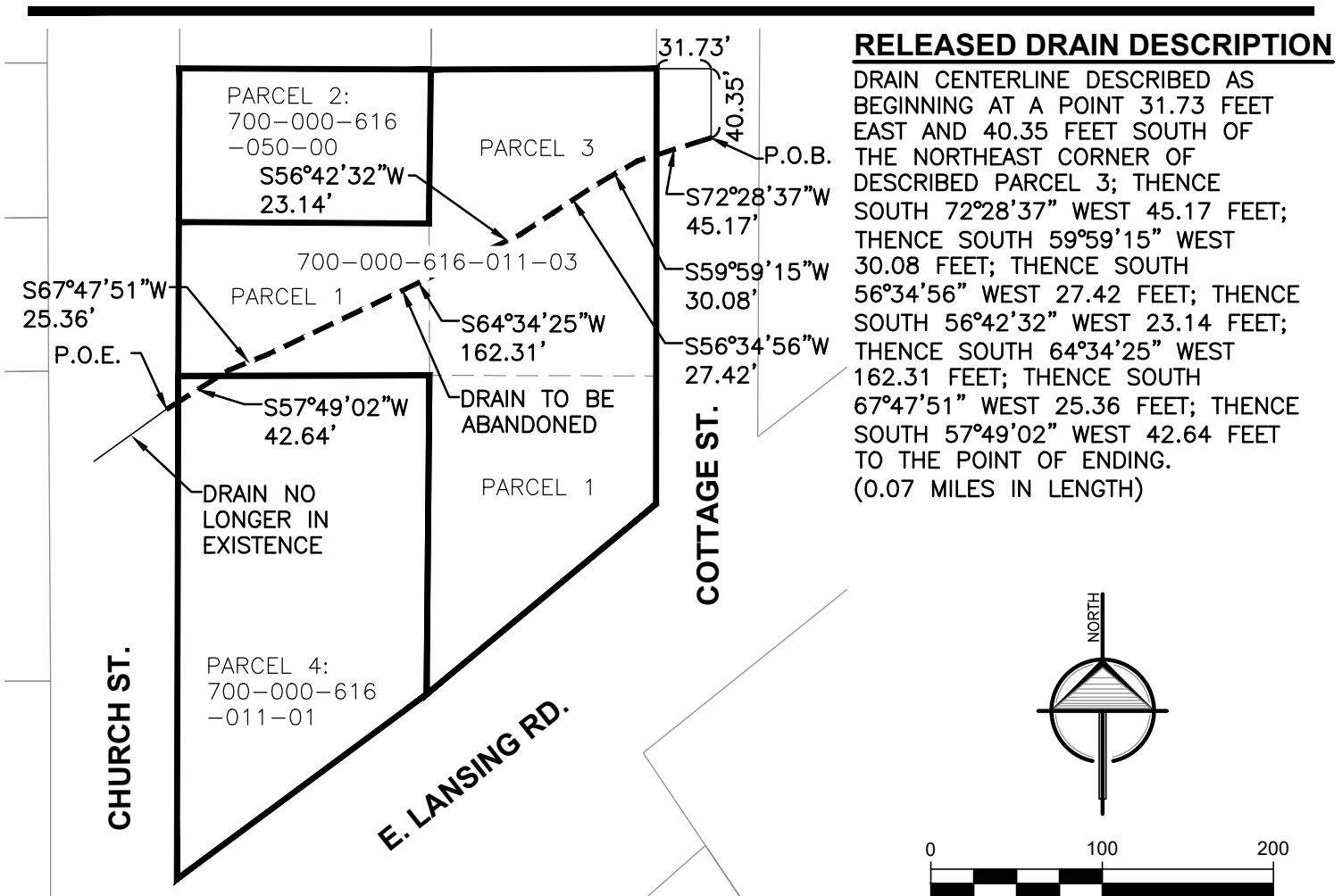
Notary Public
State of Michigan, County of _____
My Commission Expires: _____
Acting in the County of _____

Drafted By:

Cole D. Hedrick (P81919)
Fahey Schultz Burzych Rhodes PLC
4151 Okemos Road
Okemos, MI 48864
(517) 381-0100

When Recorded Return To:

Richard Wagner
Eaton County Drain Commissioner
1045 Independence Blvd.
Charlotte, Michigan 48813



RELEASED DRAIN DESCRIPTION

DRAIN CENTERLINE DESCRIBED AS BEGINNING AT A POINT 31.73 FEET EAST AND 40.35 FEET SOUTH OF THE NORTHEAST CORNER OF DESCRIBED PARCEL 3; THENCE SOUTH 72°28'37" WEST 45.17 FEET; THENCE SOUTH 59°59'15" WEST 30.08 FEET; THENCE SOUTH 56°34'56" WEST 27.42 FEET; THENCE SOUTH 56°42'32" WEST 23.14 FEET; THENCE SOUTH 64°34'25" WEST 162.31 FEET; THENCE SOUTH 67°47'51" WEST 25.36 FEET; THENCE SOUTH 57°49'02" WEST 42.64 FEET TO THE POINT OF ENDING. (0.07 MILES IN LENGTH)

PROPERTY DESCRIPTION

- PARCEL 1:**
LOTS FOUR (4), TWELVE (12), AND THIRTEEN (13) OF BLOCK 16 OF THE VILLAGE (NOW CITY) OF POTTERVILLE, ACCORDING TO THE RECORDED PLAT THEREOF; EXCEPTING A STRIP OF LAND FORTY-THREE (43) FEET IN WIDTH, LYING NORTH OF AND ADJACENT TO THE CENTER OF THE LANSING-CHARLOTTE ROAD; ALSO THE ADJACENT EAST ONE-HALF (1/2) OF VACATED ALLEY LYING BETWEEN LOTS ONE (1), TWO (2), THREE (3), FOUR (4), TWELVE (12) AND THIRTEEN (13). PART OF PPN: 700-000-616-011-03
- PARCEL 2:**
LOT 5, BLOCK 16, CITY OF POTTERVILLE, EATON COUNTY, MICHIGAN, ACCORDING TO THE AMENDED PLAT THEREOF AS RECORDED IN LIBER 1 OF PLATS, PAGE 51B, EATON COUNTY RECORDS, ALSO THE WEST ONE-HALF (1/2) OF VACATED ALLEY. PPN: 700-000-616-050-00
- PARCEL 3:**
LOTS 10 AND 11, CITY OF POTTERVILLE, ACCORDING TO THE RECORDED PLAT THEREOF, ALSO THE ADJACENT EAST ONE-HALF (1/2) OF VACATED ALLEY. PART OF PPN: 700-000-616-011-03
- PARCEL 4:**
LOTS ONE (1), TWO (2) AND THREE (3) OF BLOCK 16 OF THE VILLAGE (NOW CITY) OF POTTERVILLE, ACCORDING TO THE RECORDED PLAT THEREOF; EXCEPTING A STRIP OF LAND FORTY THREE (43) FEET IN WIDTH, LYING NORTH OF AND ADJACENT TO THE CENTER OF THE LANSING-CHARLOTTE ROAD; ALSO THE ADJACENT WEST ONE-HALF (1/2) OF VACATED ALLEY LYING BETWEEN LOTS ONE (1), TWO (2), THREE (3), FOUR (4), TWELVE (12) AND THIRTEEN (13). PPN: 700-000-616-011-01

	2121 3 Mile Rd. NW Walker, MI 49544 Ph: 616-301-7888 www.LREMI.com	DATE: 09/25/2024 PROJECT: 22-167	EXHIBIT A
---	---	-------------------------------------	-----------

DRAINAGE EASEMENT
Parcel I.D. No. 700-023-400-600-01
POTTER DRAIN #769

For and in consideration of the payment of One Dollar (\$1.00) and the prospective benefits to be derived because of the establishment, construction, operation, maintenance and improvement of the Potter Drain (the "Drain"), a county drain under the supervision of the Eaton County Drain Commissioner, whose address is 1045 Independence Boulevard, Charlotte, Michigan 48813;

City of Potterville, formerly known as Village of Potterville, a Michigan municipal corporation, of 319 N Nelson Street, Potterville, Michigan 48876 (hereafter, the "Landowner"), which is the owner of lands described in *Exhibit A* ("Property"), now conveys and releases to the Potter Drain Drainage District ("Drainage District"), of 1045 Independence Boulevard, Charlotte, Michigan 48813, an easement for purposes of establishment, construction, operation, maintenance and improvement of the Drain over and across the Property ("Drainage Easement"), as described and depicted in the attached *Exhibit A* ("Drainage Easement Area"). Landowner also conveys a temporary easement over the Property to the Drainage District ("Temporary Easement"), as described and depicted in the attached *Exhibit A* ("Temporary Easement Area"). The Temporary Easement shall expire two years after the commencement of the construction, or at the completion of the construction of the Drain improvement project, whichever is earlier in time.

This conveyance shall be deemed a sufficient conveyance to vest in the Drainage District an easement over the Drainage Easement Area and Temporary Easement Area for the uses and purposes of drainage with such rights of entry upon, passage over, storing of equipment and materials including excavated earth as may be necessary or useful for the establishment, construction, operation, maintenance, and improvement of the Drain.

This conveyance shall also be deemed sufficient to vest in the Drainage District an easement over the Drainage Easement Area and Temporary Easement Area for the clearing and/or grading of the Drainage Easement Area and Temporary Easement Area and the spreading and/or removal of spoils and excavated materials.

Non-movable or permanent structures shall not be constructed by Landowner, its agents, employees, or contractors within the specific limits of the Drainage Easement Area or Temporary Easement Area without the prior written consent of the Drainage District, which consent will not be unreasonably withheld. Notwithstanding the foregoing, Landowner shall have the right to maintain existing curb and gutter, pavement, water lines, and sewer lines (collectively "Existing Infrastructure"). The Existing Infrastructure is depicted in the attached *Exhibit A*. If Existing Infrastructure is removed, partially removed, or damaged due to the Drainage District's construction activities on the Property, the Drainage District shall be responsible for repair/replacement, and the Drainage District shall

coordinate with Landowner on any required relocation of the Existing Infrastructure.

The Drainage Easement and Temporary Easement Area shall be binding upon Landowner and the Drainage District, their heirs, assigns, successors in interest and successors in office and be deemed to run with the land in perpetuity or until expiration as provided herein.

Exempt pursuant to: MCL 207.505(a) and MCL 207.526(a).

**City of Potterville
a Michigan municipal corporation**

Dated: _____, 20__

By: _____
Print Name: _____
Its: _____

STATE OF _____
COUNTY OF _____

On this _ day of _____, 20__, before me, a Notary Public in and for said County, personally appeared _____, _____ of the City of Potterville, a Michigan municipal corporation, as fully authorized to execute all documents necessary and related to the above conveyances, to me known to be the person described in and who executed the foregoing instrument and acknowledged the same to be his/her free act and deed.

_____, Notary Public
State of _____, County of _____
My Commission Expires: _____
Acting in the County of _____







Drafted By:

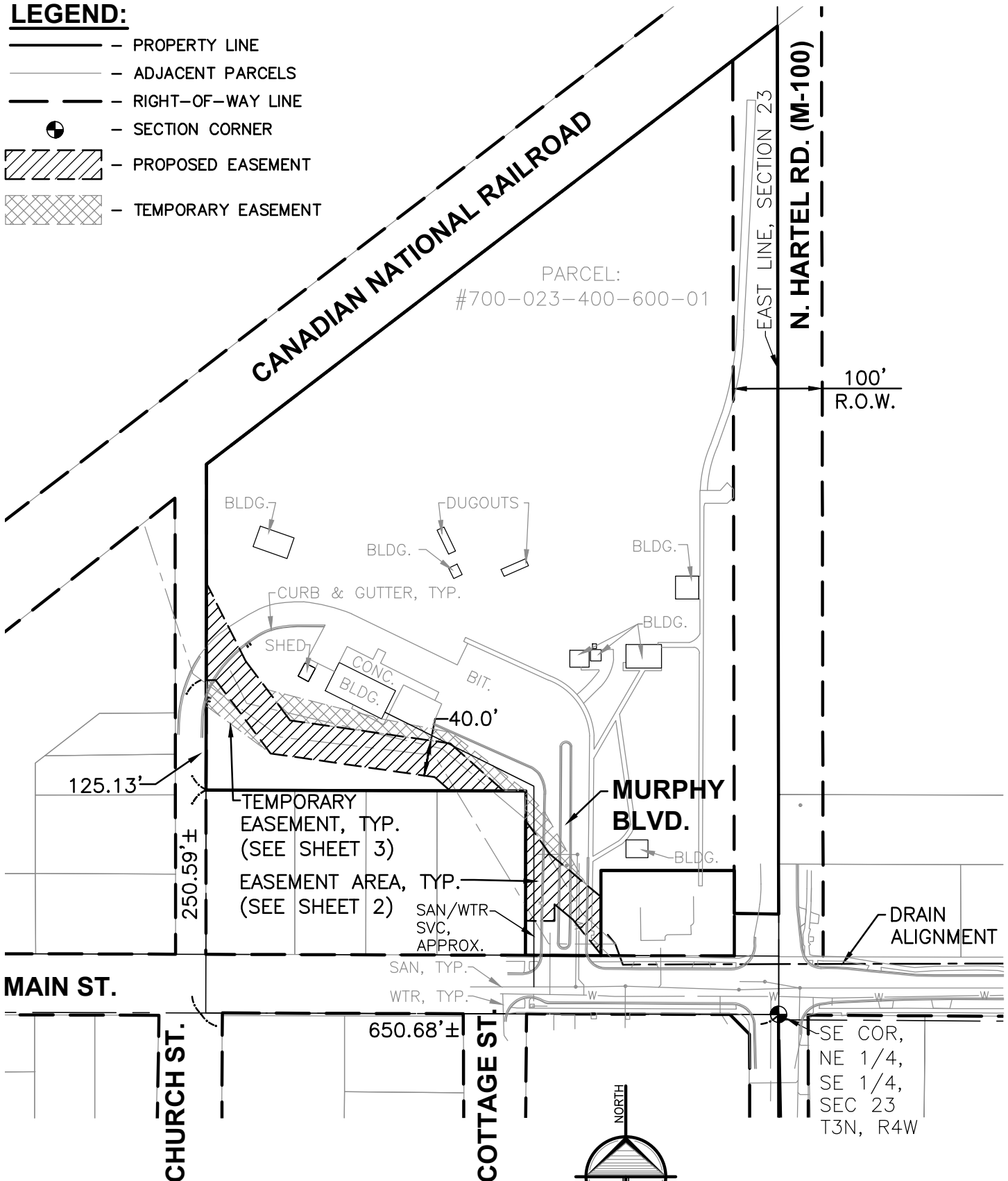
Cole Hedrick (P81919)
Fahey Schultz Burzych Rhodes PLC
4151 Okemos Road
Okemos, Michigan 48864
(517) 381-0100

When Recorded Return To:

Richard Wagner
Eaton County Drain Commissioner I
045 Independence Boulevard
Charlotte, Michigan 48813
(517) 543-3809

LEGEND:

-  - PROPERTY LINE
-  - ADJACENT PARCELS
-  - RIGHT-OF-WAY LINE
-  - SECTION CORNER
-  - PROPOSED EASEMENT
-  - TEMPORARY EASEMENT




2121 3 Mile Rd. NW
Walker, MI 49544
Ph: 616-301-7888
www.LREMI.com







SHEET 1 OF 5

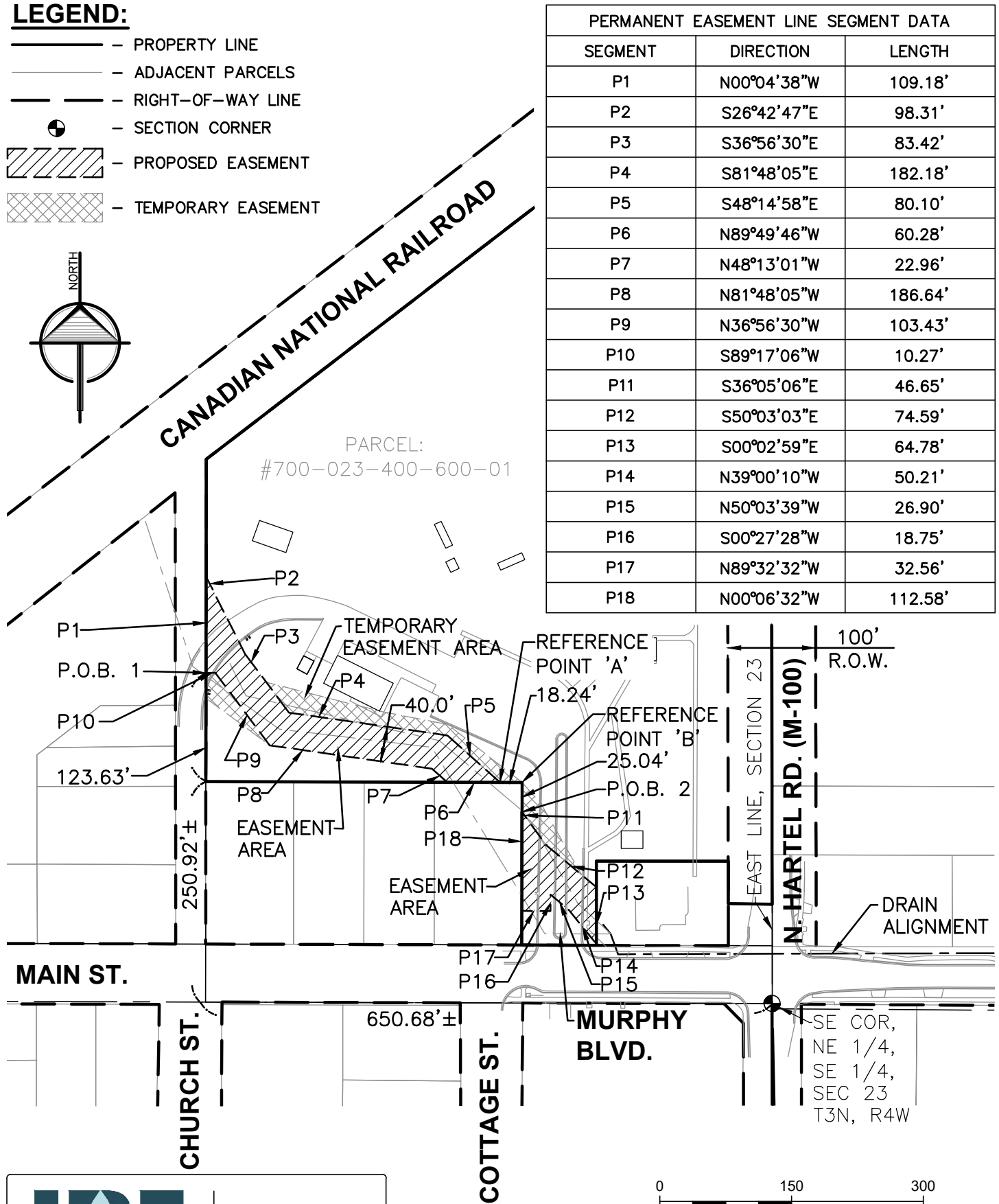
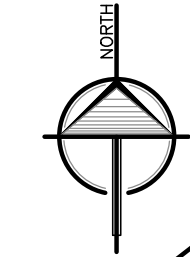
DATE: 09/26/2024
PROJECT: 22-167

EXHIBIT A

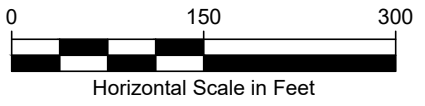
Sep 26, 2024 - 9:56am H:\Projects\22-167 Potter Drain #769\LD\Exhibit - Easements.dwg, XREFs: [CPS By:LG

LEGEND:

-  - PROPERTY LINE
-  - ADJACENT PARCELS
-  - RIGHT-OF-WAY LINE
-  - SECTION CORNER
-  - PROPOSED EASEMENT
-  - TEMPORARY EASEMENT



PERMANENT EASEMENT LINE SEGMENT DATA		
SEGMENT	DIRECTION	LENGTH
P1	N00°04'38"W	109.18'
P2	S26°42'47"E	98.31'
P3	S36°56'30"E	83.42'
P4	S81°48'05"E	182.18'
P5	S48°14'58"E	80.10'
P6	N89°49'46"W	60.28'
P7	N48°13'01"W	22.96'
P8	N81°48'05"W	186.64'
P9	N36°56'30"W	103.43'
P10	S89°17'06"W	10.27'
P11	S36°05'06"E	46.65'
P12	S50°03'03"E	74.59'
P13	S00°02'59"E	64.78'
P14	N39°00'10"W	50.21'
P15	N50°03'39"W	26.90'
P16	S00°27'28"W	18.75'
P17	N89°32'32"W	32.56'
P18	N00°06'32"W	112.58'











2121 3 Mile Rd. NW
Walker, MI 49544
Ph: 616-301-7888
www.LREMI.com

SHEET 2 OF 5

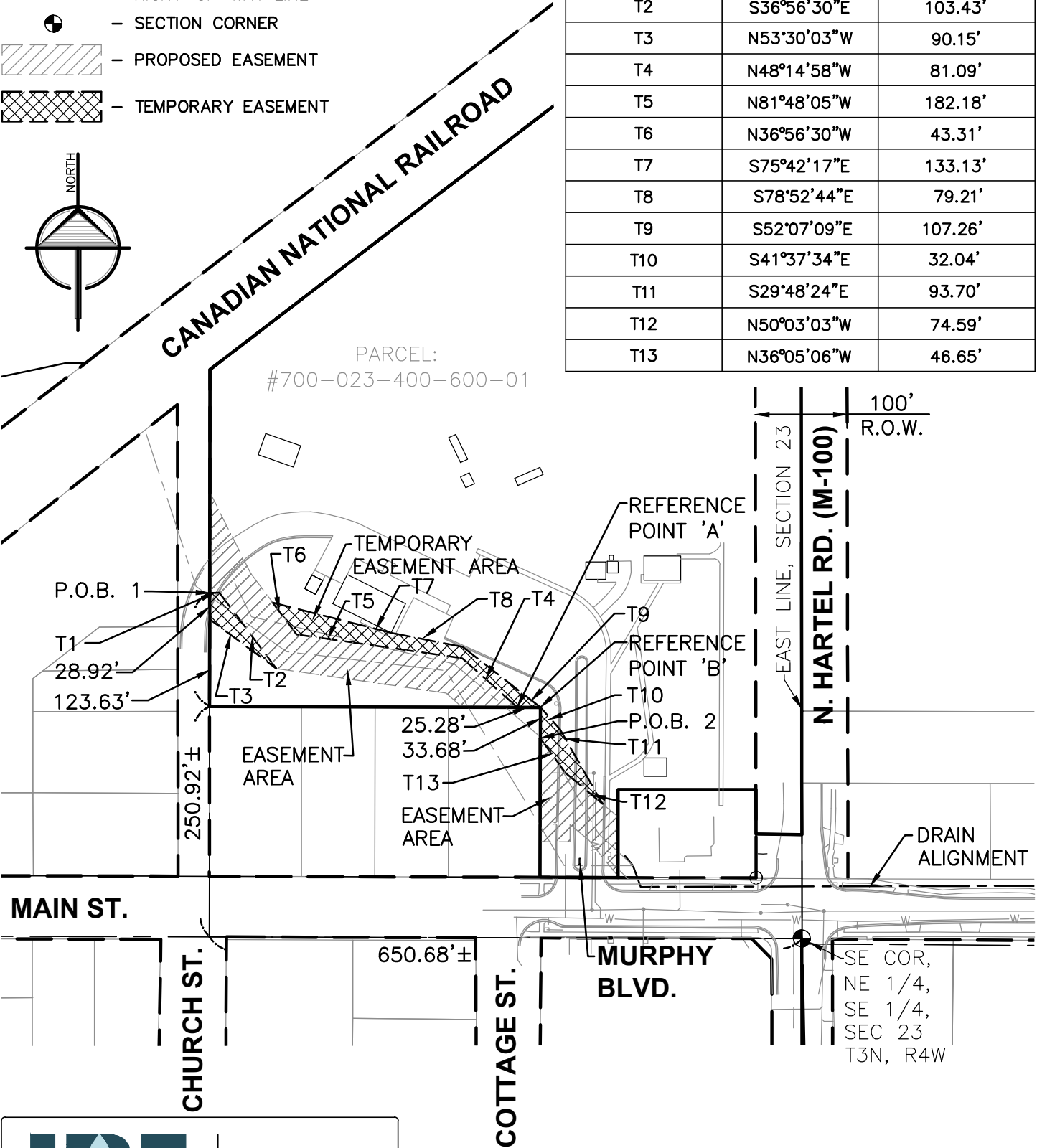
DATE: 09/26/2024
PROJECT: 22-167

EXHIBIT A

LEGEND:

-  - PROPERTY LINE
-  - ADJACENT PARCELS
-  - RIGHT-OF-WAY LINE
-  - SECTION CORNER
-  - PROPOSED EASEMENT
-  - TEMPORARY EASEMENT

TEMPORARY EASEMENT LINE SEGMENT DATA		
SEGMENT	DIRECTION	LENGTH
T1	N89°17'06"E	10.27'
T2	S36°56'30"E	103.43'
T3	N53°30'03"W	90.15'
T4	N48°14'58"W	81.09'
T5	N81°48'05"W	182.18'
T6	N36°56'30"W	43.31'
T7	S75°42'17"E	133.13'
T8	S78°52'44"E	79.21'
T9	S52°07'09"E	107.26'
T10	S41°37'34"E	32.04'
T11	S29°48'24"E	93.70'
T12	N50°03'03"W	74.59'
T13	N36°05'06"W	46.65'



LRE
ENGINEERS & SURVEYORS

2121 3 Mile Rd. NW
Walker, MI 49544
Ph: 616-301-7888
www.LREMI.com

SHEET 3 OF 5

DATE: 09/26/2024
PROJECT: 22-167

EXHIBIT A

PROPERTY DESCRIPTION

THAT PART OF NE 1/4 OF SE 1/4 OF SECTION 23 LYING SE OF RR & E OF MAIN OR CHURCH ST, & N OF OAK OR MAIN ST; EXCEPT W 360 FT OF S 185 FT; & EXCEPT COM SE COR SEC 23; N0°05'45"W 1320.46 FT TO SE COR OF NE 1/4 OF SE 1/4; N0°05'45"W 66 FT; N89°56'31"W 50 FT TO WEST R/W OF M-100 & POB; N89°56'31"W 150 FT; N0°05'45"W 96 FT; S89°56'31"E 150 FT TO HWY R/W; S0°05'45"E 96 FT TO POB. SEC 23, T3N,R4W, CITY OF POTTERVILLE.

EASEMENT DESCRIPTION

AN EASEMENT FOR DRAINAGE PURPOSES LOCATED IN SECTION 23, T3N, R4W, CITY OF POTTERVILLE, EATON COUNTY, MICHIGAN BEING DESCRIBED AS FOLLOWS: COMMENCING AT A POINT 650.68 FEET, MORE OR LESS, DUE WEST AND 250.92 FEET, MORE OR LESS, DUE NORTH OF THE SOUTHEAST CORNER OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 23 WHICH IS THE SOUTHWEST CORNER OF THE ABOVE DESCRIBED PARCEL; THENCE NORTHERLY ALONG WEST PROPERTY LINE OF SAID PARCEL 123.63 FEET TO POINT OF BEGINNING 1; THENCE CONTINUING NORTHERLY ALONG SAID WEST PARCEL LINE 109.18 FEET; THENCE SOUTH 26°42'47" EAST 98.31 FEET; THENCE SOUTH 36°56'30" EAST 83.42 FEET; THENCE SOUTH 81°48'05" EAST 182.18 FEET; THENCE SOUTH 48°14'58" EAST 80.10 FEET TO THE SOUTH PROPERTY LINE OF SAID PARCEL AND REFERENCE POINT 'A'; THENCE WESTERLY ALONG SAID SOUTH PROPERTY LINE 60.28 FEET; THENCE NORTH 48°13'01" WEST 22.96 FEET; THENCE NORTH 81°48'05" WEST 186.64 FEET; THENCE NORTH 36°56'30" WEST 103.43 FEET; THENCE SOUTH 89°17'06" WEST 10.27 FEET TO POINT OF BEGINNING 1.

AND ALSO,

COMMENCING AT REFERENCE POINT 'A' ON THE SOUTH LINE OF SAID PROPERTY; THENCE EASTERLY ALONG SAID SOUTH PROPERTY LINE 18.24 FEET; THENCE SOUTHERLY ALONG THE WEST PROPERTY LINE OF SAID PARCEL 25.04 FEET TO POINT OF BEGINNING 2; THENCE SOUTH 36°05'06" EAST 46.65 FEET; THENCE SOUTH 50°03'03" EAST 74.59 FEET TO THE EAST LINE OF SAID PARCEL; THENCE SOUTHERLY ALONG SAID EAST PROPERTY LINE 64.78 FEET; THENCE NORTH 39°00'10" WEST 50.21 FEET; THENCE NORTH 50°03'39" WEST 26.90 FEET; THENCE SOUTH 00°27'28" WEST 18.75 FEET; THENCE NORTH 89°32'32" WEST 32.56 FEET TO THE WEST LINE OF SAID PROPERTY; THENCE NORTHERLY ALONG SAID WEST PROPERTY LINE 112.58 FEET TO THE POINT OF BEGINNING 2.

EASEMENT CONTAINS 0.50 ACRES



DATE: 09/26/2024
PROJECT: 22-167

EXHIBIT A

TEMPORARY EASEMENT DESCRIPTION

A TEMPORARY EASEMENT FOR EXISTING DRAIN REMOVAL AND ABANDONMENT PURPOSES LOCATED IN SECTION 23, T3N, R4W, CITY OF POTTERVILLE, EATON COUNTY, MICHIGAN BEING DESCRIBED AS FOLLOWS: COMMENCING AT A POINT 650.68 FEET, MORE OR LESS, DUE WEST AND 250.92 FEET, MORE OR LESS, DUE NORTH OF THE SOUTHEAST CORNER OF THE NORTHEAST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 23 WHICH IS THE SOUTHWEST CORNER OF ABOVE DESCRIBED PARCEL; THENCE NORTHERLY ALONG WEST PROPERTY LINE OF SAID PARCEL 123.63 FEET TO POINT OF BEGINNING 1; THENCE NORTH 89°17'06" EAST 10.27 FEET; THENCE SOUTH 36°56'30" EAST 103.43; THENCE NORTH 53°30'03" WEST 90.15 FEET TO THE WEST PROPERTY LINE OF SAID PARCEL; THENCE NORTHERLY ALONG SAID WEST PROPERTY LINE 28.92 FEET TO POINT OF BEGINNING 1

AND ALSO,

COMMENCING AT REFERENCE POINT 'A', THENCE NORTH 48°14'58" WEST 81.09 FEET; THENCE NORTH 81°48'05" WEST 182.18 FEET; THENCE NORTH 36°56'30" WEST 43.31 FEET; THENCE SOUTH 75°42'17" EAST 133.13 FEET; THENCE SOUTH 78°52'44" EAST 79.21 FEET; THENCE SOUTH 52°07'09" EAST 107.26 FEET TO THE SOUTH PROPERTY LINE OF SAID PARCEL AND REFERENCE POINT B; THENCE WESTERLY ALONG SAID SOUTH PROPERTY LINE 25.28 FEET TO REFERENCE POINT 'A' AND THE POINT OF BEGINNING.

AND ALSO,

COMMENCING ON WEST PROPERTY LINE OF SAID PARCEL AT REFERENCE POINT B; THENCE SOUTH 41°37'34" EAST 32.04 FEET; THENCE SOUTH 29°48'24" EAST 93.70 FEET; THENCE NORTH 50°03'03" WEST 74.59 FEET; THENCE NORTH 36°05'06" WEST 46.65 FEET TO THE POINT OF BEGINNING 2.

EASEMENT CONTAINS 0.19 ACRES, MORE OR LESS.



2121 3 Mile Rd. NW
Walker, MI 49544
Ph: 616-301-7888
www.LREMI.com

SHEET 5 OF 5

DATE: 09/26/2024
PROJECT: 22-167

EXHIBIT A

FIRE, AMBULANCE, AND RESCUE PROTECTION SERVICE AGREEMENT

This Fire, Ambulance, and Rescue Protection Service Agreement (“Agreement”) is entered into this ____ day of _____, 2024, by and between the Township of Benton, Eaton County, (“Benton”), a Michigan municipal corporation whose address is 5136 Windsor Highway, Potterville, MI 48876, and the City of Potterville (“Potterville”), a Michigan municipal corporation whose address is 319 N. Nelson Street, Potterville, MI 48876 (collectively the “Parties”).

RECITALS

WHEREAS, pursuant to the Urban Cooperation Act, Public Act No. 7 of 1967 (Ex. Sess.), as amended, MCL 124.501 *et seq.* (“Act 7”), the Parties may make intergovernmental agreements to provide for municipal services, including firefighting and other emergency services; and

WHEREAS, Benton maintains a fire department and an ambulance and rescue service, with headquarters located at 4713 Hartel Road, Potterville, MI 48876; and

WHEREAS, the Parties wish to enter into this intergovernmental agreement under Act 7 for the purpose of providing fire, ambulance, and rescue services to Potterville, as further set forth in this Agreement.

NOW, THEREFORE, in exchange for the consideration in and referred to by this Agreement, the Parties agree as follows:

PROVISIONS

1. Services. Benton shall provide the following fire services, ambulance and rescue services, and fire code enforcement services in accordance with all applicable codes and standards (collectively the “Services”) within Potterville during the term of this Agreement:

a. Fire Services: Benton shall be the first responder for all fire calls in Potterville and shall provide fire services for all such calls, within their level of licensure and skill subject to this Agreement. Fire services means:

- i. responding to fires in Potterville, including but not limited to the following types of fires:
 - Buildings and structures
 - Smoke investigations
 - Electrical
 - Vehicles (personal, commercial, farm)
 - Appliances
 - Controlled burns
 - Chimneys/silos

- Illegal burns
 - Woods/brush
 - Building materials
 - Fields/grass/hay
 - Trash/Dumpsters
- ii. responding to other firefighting related calls, including:
- Carbon monoxide
 - Down power lines
 - Hazardous materials
 - Disaster response
 - Search and rescue
 - Vehicular accidents
- iii. providing community education, disaster preparation, and other related services, including:
- Community fire prevention education
 - Community risk reduction education
 - Community safety outreach programs
 - Disaster planning
 - Hazardous materials – first responder awareness, first responder operations, and Incident Command System (ICS)

b. Ambulance & Rescue Services: Benton shall provide patient care within their level of licensure and be the first responder for all ambulance and rescue calls within Potterville. Ambulance and rescue calls shall mean calls that may require a medical emergency response, including first responders, emergency medical technicians (EMT), and paramedics, and specifically include calls related to the following:

- Medical emergencies
- Personal injury accidents
- Motor vehicle accidents
- Industrial and agricultural accidents
- Search and rescue operations (including ice rescues)
- Other emergency operations as requested by Potterville/County/State Police
- Boats and other water rescues
- Aircraft crashes
- Natural disasters

- Violent crimes, including mass shootings
- Terrorist and weapons of mass destruction

c. Fire Code Enforcement: Benton shall also provide Fire Code enforcement services to Potterville, including enforcement of the International Fire Code, 2000 version, as amended.

d. Dispatch: Benton shall arrange with Eaton County Central Dispatch (“ECCD”) for the receipt and dispatch of Service calls in an effective and efficient manner. The closest available ambulance, fire engine, or other emergency service vehicle will be dispatched to emergency or 911 calls. Potterville shall designate in writing to ECCD that Benton is the designated provider for all emergency service requests received from Potterville.

e. Patient Billing: Benton may bill patients, insurance carriers, or other responsible parties for professional services rendered, as appropriate. Potterville shall have no duty to collect payments on Benton’s behalf.

f. Notification of Complaints: Potterville shall promptly forward to Benton any complaints received from its City Administration or the general public from within the Service Area regarding Benton or the Services for investigation and reply.

g. Mutual Aid Agreements: Benton may establish and maintain mutual aid agreement(s) with fire, ambulance, or other emergency service agencies operating in areas adjacent to Potterville and Benton’s response area, to facilitate the Services at such times when Benton has received more requests for any Service than it can timely fulfill.

2. Subscription Fee.

a. Annual Amount: In exchange for Benton’s provision of the Services, Potterville shall annually pay Benton a subscription fee ("Subscription Fee"), which shall increase four (4) percent each year on a cumulative basis as follows:

Year 1: \$162,400	Fiscal Year 2024-2025
Year 2: \$168,896	Fiscal Year 2025-2026
Year 3: \$175,652	Fiscal Year 2026-2027

b. Billing; Proration: The Subscription Fee shall be billed and paid semiannually during each year of this Agreement. Potterville shall pay Benton equal payments on January 1 and August 1 for each year during the term of this Agreement. Benton shall send Potterville an invoice at least thirty (30) days before each payment date, except for the first semiannual payment. The first semiannual payment for Year 1 in the amount of \$81,200 shall be due from Potterville to Benton upon execution of this Agreement. If either party terminates this Agreement pursuant to Section 5, the Subscription Fee due to Benton shall be prorated to the date of termination on a 365-day calendar basis proration.

c. Late Payment: Potterville shall pay Benton a late charge equal to 5% of the amount of the late payment on the amount of any payment that is delinquent from the time it was initially

due until it is actually paid.

d. No Other Charges: Potterville shall have no obligation to pay Benton for any equipment, capital improvements, infrastructure, vehicles, or other improvements made or acquired by Benton. If Potterville requests that Benton provide standby emergency protection at special or large events in Potterville, then the parties shall negotiate and agree upon any additional charges or amounts paid from Potterville to Benton by separate written agreement. Potterville may seek standby emergency protection from any qualified providers, including Benton.

3. Service Area. Benton shall provide the Services within the jurisdictional limits of Potterville as those limits exist when the Services are provided. If additional territory is annexed to or from Potterville, or conditionally transferred to or from Potterville pursuant to Act 425 of 1984, Potterville shall promptly notify Benton. The addition or reduction of territory within Potterville's jurisdiction shall not alter the amount of the Subscription Fee set forth in Section 2; provided, however, that if a significant amount of territory is added to or removed from Potterville's jurisdiction, then the parties may negotiate an adjustment to the Subscription Fee. Any such adjustment shall constitute an amendment to this Agreement under Paragraph 13 and must be approved by each party in writing.

4. Term. This Agreement shall take effect at 12:01 a.m. on July 1, 2024, and shall expire at midnight on June 30, 2027, unless terminated earlier under this Agreement. This Agreement may be renewed upon the mutual agreement of the Parties, which must be approved by motion of the Benton Township Board and Potterville City Council prior to the expiration or termination of this Agreement.

5. Early Termination. This Agreement may be terminated upon one hundred and eighty (180) days prior written notice by either of the Parties. Notice of termination must be sent by certified mail, return receipt requested, and must state the termination date.

6. Cost Recovery. Benton, in its sole discretion, may bill, collect and retain fees for response to hazardous materials in accordance with Sections 2-181 through 2-185 and fire run charges in accordance with Sections 2-201 through 2-203 and 2-205 through 2-207 of the Potterville Code of Ordinances upon those receiving Services within Potterville. Potterville shall have no obligation to bill or collect such charges on Benton's behalf or for Benton's benefit. Benton shall not impose or enforce any liens on any property to secure repayment of such charges, nor shall Potterville have any obligation under its City Code or otherwise to impose or enforce any liens arising from Benton's provision of services under this Agreement.

7. Activity Reports. Benton shall provide Potterville with statistical activity reports showing how many runs were conducted on a monthly basis summarizing the Services provided by Benton in Potterville during the previous month.

8. Meeting Attendance. A representative of the Benton Township Fire Department shall attend meetings of the Potterville City Council when requested by the City Manager to answer questions from the Potterville City Council concerning the Services provided by Benton.

9. Employees. Benton employees shall not be deemed to be employees of Potterville, and Potterville employees shall not be deemed employees of Benton. Nothing in this Agreement shall be construed to create a contract for employment under any circumstance.

10. Insurance. Benton shall maintain general liability insurance for its services and shall include Potterville as an additional insured for the term of this Agreement and any extensions thereof. Benton shall provide Potterville with proof of such insurance coverage and the additional insured endorsement naming Potterville upon request by Potterville.

11. No Waiver. Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Act 170 of 1964, Act 7, or otherwise.

12. No Joint Authority, Venture, or Enterprise. This is an agreement for services. The Parties do not intend to undertake or create, and nothing herein shall be construed as creating, a joint authority, joint venture, or joint enterprise between the parties outside of their authority to contract for services pursuant to Act 7.

13. Amendment. Notwithstanding paragraph 5, this Agreement may be amended at any time upon mutual agreement of the Parties, provided that the Parties consent to such amendment in writing.

14. Governing Law. This Agreement shall be construed under the laws of the State of Michigan.

15. Severability. If any provision of this Agreement is held to be in conflict with any applicable statute or rule of law or is otherwise held to be unenforceable for any reason whatsoever, such circumstance shall not have the effect of rendering any other provision or provisions of this Agreement invalid, inoperative, or unenforceable to any extent whatsoever and this Agreement shall otherwise remain in full force and effect, so long as doing so would not result in substantial unfairness or injustice to any of the Parties.

16. Entire Agreement. This Agreement constitutes the entire agreement of the Parties. All prior agreements between the Parties, whether written or oral, are merged herein and shall be of no force or effect. This Agreement cannot be changed, modified, or discharged orally, but only by an agreement in writing, signed by the Parties or Party against whom enforcement of the charge, modification, or discharge is sought. The selection headings used herein are for convenience only and shall not be used in the construction or interpretation of this Agreement.

17. No Assignments. Neither Potterville nor Benton shall assign any of their rights, powers, duties and obligations under this Agreement without the receipt of prior written consent of the other party, in its sole discretion; provided, however, that this Agreement shall not bar Benton from entering into mutual aid agreements with other service providers, nor shall this Agreement bar Potterville from obtaining any and all services from other service providers.

18. No Third Party Beneficiaries. No person or entity, apart from Potterville and Benton as public or corporate entities, is intended to be nor is, in fact, a beneficiary entitled to enforce, use or rely upon this Agreement for any reason or any legal proceeding.

IN WITNESS WHEREOF, each of the Parties have caused this Agreement to be executed as of the date first written above, pursuant to a resolution of its governing body.

TOWNSHIP OF BENTON

By: _____
Its: Supervisor

By: _____
Its: Clerk

CITY OF POTTERVILLE

By: _____
Its: Mayor

By: _____
Its: Clerk