

# CHARTER TOWNSHIP OF CLAYTON

2011 South Morrish Road • Swartz Creek, Michigan 48473  
Ph. (810) 635-4433 • Fax (810) 635-4526 • claytontownship.org

Ted Henry - Supervisor  
Dennis Milem - Clerk  
Shelley Thompson - Treasurer



Tom Spillane - Trustee  
Ken Engel - Trustee  
Kathy Norris - Trustee  
Doug Sherman - Trustee

BOARD OF TRUSTEES  
REGULAR MEETING AGENDA  
FEBRUARY 13, 2025 6:00 P.M.

CALL TO ORDER

PLEDGE TO THE FLAG

ROLL CALL

1. APPROVAL OF THE AGENDA
2. APPROVAL OF BOARD OF TRUSTEE MINUTES FOR JANUARY MEETINGS
3. APPROVAL OF BILLS LIST
4. TREASURER'S REPORT
5. 2025 BUDGET REVIEW AND ADJUSTMENTS

PUBLIC COMMENT

BOARD COMMENT

CORRESPONDENCE

BOARD PROCEDURES

OLD BUSINESS

NEW BUSINESS

6. APPOINTMENT TO BOARD OF REVIEW
7. TOWNSHIP FEE SCHEDULE
8. TOWNSHIP VACATION SCHEDULE
9. BS&A PAYMENTS
10. 2025 MTA CAPITAL CONFERENCE

PUBLIC COMMENT

BOARD COMMENT

REPORTS

ASSESSOR  
ATTORNEY REPORT  
BUILDING DEPARTMENT  
FIRE BOARD  
ROADS & BRIDGES  
WATER & WASTE

PLANNING COMMISSION  
METROPOLITAN ALLIANCE  
POLICE DEPARTMENT  
ZONING BOARD OF APPEALS  
911 ADVISORY COMMITTEE

“THIS MEETING IS A MEETING OF THE CLAYTON TOWNSHIP BOARD, HELD IN PUBLIC FOR THE PURPOSE OF CONDUCTING THE TOWNSHIP BOARD BUSINESS. THERE IS A TIME SET ASIDE FOR PUBLIC PARTICIPATION DURING THE MEETING AS INDICATED ON THE AGENDA.”

The regular Board of Trustees meeting of the Charter Township of Clayton was called to order by Supervisor Henry at 6:00 p.m. January 9, 2025 at the Clayton Township Hall.

BOARD MEMBERS:

Supervisor Ted Henry  
Clerk Dennis Milem  
Treasurer Shelley Thompson

Trustees: Tom Spillane  
Ken Engel  
Kathy Norris  
Doug Sherman

Attorney: Ken Tucker  
Pledge to Flag

ROLL CALL: Members Present: Sherman, Thompson, Engel, Spillane, Henry, Norris and Milem.

AGENDA: MOTION by Thompson and seconded by Spillane to approve agenda as submitted.  
ROLL CALL: YES: Norris, Engel, Henry, Thompson, Sherman, Spillane and Milem. MOTION CARRIED.

MINUTES: MOTION by Milem and seconded by Spillane to approve the December minutes of township board. ROLL CALL: YES: Spillane, Milem, Henry, Norris, Sherman, Engel and Thompson. MOTION CARRIED.

BILLS LIST: MOTION by Thompson and seconded by Engel to approve the Bills List as presented. ROLL CALL: YES: Milem, Thompson, Sherman, Henry, Engel, Norris and Spillane. MOTION CARRIED.

TREASURER'S REPORT: MOTION by Thompson and seconded by Milem to accept the treasurer's report as presented. ROLL CALL: YES: Henry, Sherman, Norris, Thompson, Engel, Spillane and Milem. MOTION CARRIED.

2025 BUDGET ADJUSTMENTS: No adjustments.

PUBLIC COMMENT

BOARD COMMENT

CORRESPONDENCE:

OLD BUSINESS

NEW BUSINESS:

SCAFD CHIEF PLUMB: Discussion on EMT program. MOTION by Spillane and seconded by Thompson to extend EMT services for 1-year 2025. ROLL CALL: YES: Henry, Thompson, Sherman, Spillane, Norris, Engel and Milem. MOTION CARRIED. RESOLUTION NO. 25-0109-01

MOTION by Spillane and seconded by Engel to approve purchase of fire engine for \$562,295.00 which is the Clayton Townships share of total purchase. Balance to be paid upon delivery. ROLL CALL: YES: Milem, Spillane, Thompson and Engel. NO: Norris, Sherman and Henry. MOTION CARRIED. RESOLUTION NO. 25-0109-02

2025 FEDERAL POVERTY GUIDELINES: MOTION by Milem and seconded by Thompson to adopt 2025 Federal Poverty Guidelines. ROLL CALL: YES: Thompson, Sherman, Engel, Norris, Spillane, Henry and Milem. MOTION CARRIED. RESOLUTION NO. 25-0109-03

2025 ELECTION COMMISSION: MOTION by Milem and seconded by Thompson appoint Tom Spillane and Ken Engel to 2025 Election Commission with Rebekah Derby and Kristina Youmans as alternates. ROLL CALL: YES: Norris, Engel, Sherman, Spillane, Milem, Thompson and Henry. MOTION CARRIED. RESOLUTION NO. 25-0109-04

CLAYTON TOWNSHIP POLICE DEPARTMENT OFFICE HOURS: MOTION by Thompson and seconded by Milem to change CTPD office hours from 9:00 am to 4:00 pm Monday through Friday to 8:00 am to 5:00 pm Monday through Thursday. ROLL CALL: YES: Thompson, Milem, Spillane, Norris, Sherman, Henry and Engel. MOTION CARRIED. RESOLUTION NO. 25-0109-05

CLAYTON TOWNSHIP PUBLIC SAFETY LIAISON POSITION: MOTION by Spillane and seconded by Norris to create the position of Clayton Township Public Safety Liaison at \$20,000.00 per year. ROLL CALL: YES: Milem, Sherman, Henry, Engel and Norris. NO; Thompson and Spillane. MOTION CARRIED. RESOLUTION NO. 25-0109-06

MOTION by Henry and seconded by Sherman to appoint Rick Caruso to position of Clayton Township Public Safety Liaison. ROLL CALL: YES: Sherman, Henry, Engel, Norris and Milem. NO: Thompson and Spillane. MOTION CARRIED. RESOLUTION NO. 25-0109-07

PUBLIC COMMENT:

BOARD COMMENT:

REPORTS:

ATTORNEY: Ken Tucker  
ZONING ADMINISTRATOR: Ted Henry  
ROADS AND BRIDGES: Ted Henry  
WATER AND WASTE: Ted Henry  
FIRE BOARD: Tom Spillane, Ken Engel  
PLANNING COMMISSION: Kathy Norris  
METROPOLITAN ALLIANCE: Shelley Thompson  
911: Tom Spillane, Ken Engel  
POLICE REPORT: Chief Brown

Meeting Adjourned: 7:28 p.m.

Minutes by

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Dennis Milem, Clerk

Minutes Accepted by

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Ted Henry, Supervisor

CHARTER TOWNSHIP OF CLAYTON  
SPECIAL BOARD MEETING  
JANUARY 23, 2025

The Special Board of Trustees meeting of the Charter Township of Clayton on January 23, 2025 was called to order by Supervisor Henry at 5:00 p.m. in the Clayton Township Hall.

BOARD MEMBERS

Supervisor:	Ted Henry	Trustees:	Tom Spillane
Clerk:	Dennis Milem		Ken Engel
Treasurer:	Shelly Thompson		Kathy Norris
			Doug Sherman

Call to Order  
Pledge to Flag

ROLL CALL: Members Present: Spillane, Milem, Thompson, Engel, Norris and Henry. Sherman absent.

AGENDA: MOTION by Spillane and seconded by Milem to approve agenda. ROLL CALL: YES: Thompson, Milem, Spillane, Norris, Henry and Engel. MOTION CARRIED.

PUBLIC COMMENT  
BOARD COMMENT

NEW BUSINESS:

PUBLIC SAFETY LIAISON POSITION: MOTION by Milem and seconded by Thompson to set aside and vacate resolution 25-0119-06 approving creating the position of Clayton Township Public Safety Liaison: ROLL CALL: YES: Norris, Henry, Milem, Spillane, Thompson and Engel. MOTION CARRIED. RESOLUTION NO. 25-0123-01

MOTION by Milem and seconded by Thompson to set aside and vacate resolution 25-0119-07 appointing Rick Caruso to position of Clayton Township Public Safety Liaison: ROLL CALL: YES: Henry, Norris, Thompson, Engel, Spillane and Milem. MOTION CARRIED. RESOLUTION NO. 25-0123-02

Supervisor Henry appointed Rick Caruso as his Deputy Supervisor. No board vote was necessary.

MILEM made a motion to confirm and was seconded by Spillane but board said no such motion was needed. Milem rescinded his motion.

Trustee Sherman arrived at 5:40 p.m.

MOTION was made by Milem and seconded by Norris to pay deputy supervisor position \$20,000.00 per year. No retirement or other benefits. ROLL CALL: YES: Milem, Norris, Sherman and Henry. NO: Thompson, Spillane and Engel. MOTION CARRIED. RESOLUTION NO. 25-0123-03

PUBLIC COMMENT  
BOARD COMMENT

MEETING ADJOURNED AT 5:54 p.m.

Minutes by:

Dennis Milem

Minutes accepted by:

Ted Henry

**CHARTER TOWNSHIP OF CLAYTON  
PLANNING COMMISSION MINUTES  
JANUARY 28, 2025**

Chairman DePottley opened the meeting at 6:00 p.m.

**ROLL CALL**

**Members Present:** Rick Caruso, Richard Derby, Jon Mieczkowski, Kevin DePottley, Kathy Norris, George Sippert, Corey Potter

**Members Absent:** None

**Others Present:**

Ted Henry/Building Official, Zoning Administrator  
Ken Tucker/Township Attorney

**APPROVAL OF PROPOSED AGENDA**

**Action Taken:** Motion by Potter, supported by Mieczkowski, to approve the proposed agenda for the January 28, 2025, Clayton Township Planning Commission meeting.

**MOTION CARRIED.**

**APPROVAL OF MINUTES:** December 17, 2024

**ACTION TAKEN:** Motion by Derby, supported by Potter to approve minutes of December 17, 2024.

**MOTION CARRIED.**

**COMMUNICATION:**

None

**REPORT OF OFFICERS AND ZONING ADMINISTRATOR:**

Discussion took place on completing last phase that was started in Cole Creek. A surveying company is working on site presently to propose finishing phase out.

**PUBLIC COMMENT:**

None

**NEW BUSINESS/DISCUSSIONS:**

Discussion started back up on rental ordinance where the Commission left off last month. The Commission began to talk about developing the Rental Ordinance. The Commission started with the inspector check list.

**OLD BUSINESS/DISCUSSIONS**

**ADDITIONAL ITEMS**

**FUTURE ITEMS**

1. Business License

**ADDITIONAL COMMENTS**

**ADJOURNMENT**

**Action Taken:** Motion by Potter, supported by Norris, to adjourn the Planning Commission meeting at 7:14 p.m.

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Kevin DePottey, Chairperson

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Kathy Norris, Secretary



Check Date	Bank	Check	App	Vendor	Vendor Name	Amount
Bank C1 GENERAL POOLED CASH						
01/06/2025	C1	198 (E)	AP	516	AFLAC	302.36 V
01/06/2025	C1	199 (E)	AP	516	AFLAC	302.36 V
01/06/2025	C1	25749	AP	6293	4 SEASONS EVENT LIGHTING	905.00
01/06/2025	C1	25750	AP	2411	CHARTER COMMUNICATIONS	309.94
01/06/2025	C1	25751	AP	87	CLAYTON TOWNSHIP	29.85
01/06/2025	C1	25752	AP	87	CLAYTON TOWNSHIP	59.70
01/06/2025	C1	25753	AP	1661	DEBORAH D'AIGLE	90.00
01/06/2025	C1	25754	AP	1661	DEBORAH D'AIGLE	90.00
01/06/2025	C1	25755	AP	1222	DOUGLAS WATER CONDITIONING	37.00
01/06/2025	C1	25756	AP	6270	LAFONTAINE AUTOMOTIVE GROUP	29,628.00
01/06/2025	C1	25757	AP	1854	REPUBLIC SERVICES #237	42,759.32
01/06/2025	C1	25758	AP	2047	RICOH USA, INC	434.11
01/06/2025	C1	25759	AP	2315	ROSE PEST SOLUTIONS	73.00
01/06/2025	C1	25760	AP	2315	ROSE PEST SOLUTIONS	66.00
01/06/2025	C1	25761	AP	503	SWARTZ CREEK AREA FIRE DEPT.	2,074.75
01/06/2025	C1	25762	AP	1952	T-MOBILE	87.72
01/06/2025	C1	25763	AP	2404	VIEW NEWSPAPER GROUP	987.50
01/15/2025	C1	14316	PR	252	DERBY, REBEKAH	1,025.08
01/15/2025	C1	14317	PR	163	HENRY, TED	3,175.20
01/15/2025	C1	14318	PR	184	STALLINGS, JAMIL	901.68
01/15/2025	C1	14319	PR	121	SYWYK, CELESTE	1,665.71
01/15/2025	C1	DD2296 (A)	PR	175	BELANGER, TROY	1,439.43
01/15/2025	C1	DD2297 (A)	PR	214	BERRIMAN, REBECCA	1,249.38
01/15/2025	C1	DD2298 (A)	PR	139	BROWN, CHARLOTTE	2,004.91
01/15/2025	C1	DD2299 (A)	PR	230	CHAPKO, RYAN	1,994.78
01/15/2025	C1	DD2300 (A)	PR	260	DAVIDSON, CRYSTLE	1,589.91
01/15/2025	C1	DD2301 (A)	PR	245	GOLIDY, ROBERT	1,929.07
01/15/2025	C1	DD2302 (A)	PR	237	LEE, RICHARD	2,071.30
01/15/2025	C1	DD2303 (A)	PR	190	MILEM, DENNIS	1,362.54
01/15/2025	C1	DD2304 (A)	PR	259	REDDS, EDDIE	222.02
01/15/2025	C1	DD2305 (A)	PR	218	THOMPSON, SHELLEY	1,293.68
01/15/2025	C1	DD2306 (A)	PR	232	YOUMANS, KRISTINA	878.71
01/15/2025	C1	EFT274 (E)	PR	IRS	IRS	7,178.79
01/27/2025	C1	200 (E)	AP	1689	MEDICAL MUTUAL LIFE	188.27
01/27/2025	C1	25764	AP	1851	ALPHA & OMEGA TECHNOLOGY, LLC	891.25
01/27/2025	C1	25765	AP	1313	BLUE CARE NETWORK OF MICHIGAN	5,525.66
01/27/2025	C1	25766	AP	2243	COMMUNICATIONS TECHNOLOGY INC	180.00
01/27/2025	C1	25767	AP	1661	DEBORAH D'AIGLE	90.00
01/27/2025	C1	25768	AP	MISC	DUMP DOG LLC	1,000.00
01/27/2025	C1	25769	AP	2389	ERC-LED, LLC	382.27
01/27/2025	C1	25770	AP	2403	FIRST NATIONAL BANK OF OMAHA	8.87
01/27/2025	C1	25771	AP	2403	FIRST NATIONAL BANK OF OMAHA	77.80
01/27/2025	C1	25772	AP	2403	FIRST NATIONAL BANK OF OMAHA	4.50
01/27/2025	C1	25773	AP	2403	FIRST NATIONAL BANK OF OMAHA	289.88
01/27/2025	C1	25774	AP	6347	GARY ROPER	112.00
01/27/2025	C1	25775	AP	1875	JERROD LOCASCIO	450.00
01/27/2025	C1	25776	AP	1912	KCI	1,801.23
01/27/2025	C1	25777	AP	1634	LARKO'S LAWN CARE&LANDSCAPING	3,775.00
01/27/2025	C1	25778	AP	2305	LEGACY ASSESSING SERVICES INC.	3,508.33
01/27/2025	C1	25779	AP	6345	LEXIPOL LLC	969.95
01/27/2025	C1	25780	AP	1341	MERLE WEST	500.00
01/27/2025	C1	25781	AP	6274	MICHIGAN ASSOC OF CHIEFS OF	115.00
01/27/2025	C1	25782	AP	2237	MICHIGAN STATE POLICE	43.25
01/27/2025	C1	25783	AP	34	MICHIGAN TOWNSHIP ASSOC.	344.50
01/27/2025	C1	25784	AP	6346	MIDWEST PUBLIC SAFETY	2,450.00
01/27/2025	C1	25785	AP	6344	MINUTEMAN PRESS	66.60
01/27/2025	C1	25786	AP	53	MLIVE MEDIA GROUP	91.13
01/27/2025	C1	25787	AP	103	PRINTING SYSTEMS	168.23
01/27/2025	C1	25788	AP	2348	PRO COMM INC	9.00
01/27/2025	C1	25789	AP	2315	ROSE PEST SOLUTIONS	139.00
01/27/2025	C1	25790	AP	1691	SHERMAN HEATING & COOLING	188.75
01/27/2025	C1	25791	AP	2411	SPECTRUM ENTERPIRSE	259.94
01/27/2025	C1	25792	AP	MISC	STEPHANIE SOTH	48.33
01/27/2025	C1	25793	AP	1923	SUPER-FLITE OIL CO., INC.	913.68
01/27/2025	C1	25794	AP	2412	THE WOODHILL GROUP, LLC	7,637.50
01/27/2025	C1	EFT276 (E)	PR	STATE OF MI	MICHIGAN DEPARTMENT OF TREASURY	2,255.87
01/29/2025	C1	14320	PR	197	CARUSO, FREDERICK	624.10

Check Date	Bank	Check	App	Vendor	Vendor Name	Amount
01/29/2025	C1	14321	PR	252	DERBY, REBEKAH	1,037.26
01/29/2025	C1	14322	PR	163	HENRY, TED	3,175.20
01/29/2025	C1	14323	PR	247	LIPE, BRIAN	88.10
01/29/2025	C1	14324	PR	246	MAC DERMAID, HEATHER	88.10
01/29/2025	C1	14325	PR	241	SHERMAN, DOUGLAS	615.67
01/29/2025	C1	14326	PR	184	STALLINGS, JAMIL	319.84
01/29/2025	C1	14327	PR	121	SYWYK, CELESTE	1,679.39
01/29/2025	C1	DD2307(A)	PR	175	BELANGER, TROY	1,699.15
01/29/2025	C1	DD2308(A)	PR	214	BERRIMAN, REBECCA	1,288.81
01/29/2025	C1	DD2309(A)	PR	139	BROWN, CHARLOTTE	2,004.91
01/29/2025	C1	DD2310(A)	PR	230	CHAPKO, RYAN	2,027.02
01/29/2025	C1	DD2311(A)	PR	260	DAVIDSON, CRYSTLE	1,451.09
01/29/2025	C1	DD2312(A)	PR	206	ENGEL, KENNETH	630.21
01/29/2025	C1	DD2313(A)	PR	245	GOLIDY, ROBERT	1,710.42
01/29/2025	C1	DD2314(A)	PR	237	LEE, RICHARD	2,036.12
01/29/2025	C1	DD2315(A)	PR	190	MILEM, DENNIS	1,362.52
01/29/2025	C1	DD2316(A)	PR	255	NORRIS, KATHLEEN	587.34
01/29/2025	C1	DD2317(A)	PR	254	OGINSKY, MICHAEL	222.02
01/29/2025	C1	DD2318(A)	PR	240	SPILLANE, THOMAS	730.21
01/29/2025	C1	DD2319(A)	PR	218	THOMPSON, SHELLEY	1,293.66
01/29/2025	C1	DD2320(A)	PR	232	YOUMANS, KRISTINA	886.53
01/29/2025	C1	EFT275(E)	PR	IRS	IRS	7,742.10

Total of 89 Checks: 176,004.36  
 Less 2 Void Checks: 604.72  
 Total of 87 Disbursements: 175,399.64

Bank C2 TAX ACCOUNT

01/13/2025	C2	7663	AP	TAXRFD	CORELOGIC	2,394.69
01/13/2025	C2	7664	AP	TAXRFD	LERETA TAX	3,198.53
01/22/2025	C2	0(E)	AP	356	CLAYTON TOWNSHIP TAX	842,590.66
01/22/2025	C2	7665	AP	299	BISHOP INTERNATIONAL AIRPORT	49,228.63 V
01/22/2025	C2	7666	AP	300	DURAND SCHOOLS	17,760.68 V
01/22/2025	C2	7667	AP	294	GENESEEE COUNTY ISD	167,735.83
01/22/2025	C2	7668	AP	67	GENESEEE COUNTY TREASURER	215,479.28
01/22/2025	C2	7669	AP	415	MASS TRANSPORTATION AUTHORITY	125,565.83
01/22/2025	C2	7670	AP	293	MOTT COMMUNITY COLLEGE	259,312.74
01/22/2025	C2	7671	AP	123	SHIAWASEE REG ED SVC DIST	10,977.32 V
01/22/2025	C2	7672	AP	296	SWARTZ CREEK COMM. SCHOOLS	551,111.99 V
01/22/2025	C2	7675	AP	296	SWARTZ CREEK COMM. SCHOOLS	551,111.99
01/22/2025	C2	7676	AP	123	SHIAWASEE REG ED SVC DIST	10,977.32
01/22/2025	C2	7681	AP	299	BISHOP INTERNATIONAL AIRPORT	49,228.63
01/22/2025	C2	7682	AP	300	DURAND SCHOOLS	17,760.68

Total of 15 Checks: 2,874,434.80  
 Less 4 Void Checks: 629,078.62  
 Total of 11 Disbursements: 2,245,356.18

Bank C3 WATER & SEWER ACCOUNT

01/06/2025	C3	7830	AP	24	GENESEEE COUNTY DRAIN COMM.	65,250.32
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Total of 1 Checks: 65,250.32  
 Less 0 Void Checks: 0.00  
 Total of 1 Disbursements: 65,250.32

Report Total of 105 Checks: 3,115,689.48  
 Less 6 Void Checks: 629,683.34  
 Report Total of 99 Disbursements: 2,486,006.14

### Charter Township of Clayton 2025 Monthly Treasurer's Report

+/- = Governmental Funds

	January	February	March	April	May	June	July	August	September	October	November	December	YTD	Source
<b>Checking</b>														
A	Huntington (C) # 8339	\$1,398,554											\$ 1,398,554	Bank Statement Ending Balance
	Interest (C) # 8339	4											4	Bank Statement Interest
	<b>Cash Analysis</b>													
	Bank Debits (exclude investment xfers)													
B1	Open Checks	200,000	200,000	500,000	500,000	400,000	400,000	400,000	200,000	200,000	100,000	100,000	1,000,000	Bank Statement Activity
B2	Buffer/ Short-term Needs	200,000	200,000	500,000	500,000	400,000	400,000	400,000	200,000	200,000	100,000	100,000	1,000,000	BS&A Check Reconciliation Report
C	Cash Needs = B1 + B2	200,000	200,000	500,000	500,000	400,000	400,000	400,000	200,000	200,000	100,000	100,000	1,000,000	Treasurer's Discretion (A/P, Payroll, etc)
=	Idle Cash = A - C	1,198,554												Calculation
	<b>Investments</b>													
	MI Class # MI-01-0190-01	2,796,126											\$ 2,796,126	Bank Statement Ending Balance
	Interest # MI-01-0190-01	10,689											10,689	Bank Statement Interest Earned
	Total Investments	2,796,126												
	<b>Performance Metrics</b>													
	Total Balance	\$4,194,681											\$ 4,194,681	Calculation
	Total Interest/Earnings	10,693											10,693	Calculation
	Annualized Yield	3.1%											3.1%	Calculation
	<b>Approving for xfer \$To / \$From</b>													
	Huntington (C) # 8339													Treasurer's Discretion
	MI Class # MI-01-0190-01													Treasurer's Discretion
	Net zero verification													Calculation

#### Tax Fund (Trust)

	January	February	March	April	May	June	July	August	September	October	November	December	YTD	Source
<b>Checking</b>														
A	Huntington (C) # 8313	\$2,828,295											2,828,295	Bank Statement Ending Balance
	Interest (C) # 8313	722											722	Bank Statement Interest Earned
	<b>Water &amp; Sewer Fund</b>													
	Checking													
	Huntington (C) # 8326	\$ 185,404												Bank Statement Ending Balance
	Interest (C) # 8326	38												Bank Statement Interest
	<b>Cash Analysis</b>													
	Bank Debits (exclude investment xfers)													
B1	Open Checks													Bank Statement Activity
B2	Buffer/ Short-term Needs	100,000	100,000	200,000	200,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,500,000	BS&A Check Reconciliation Report
C	Cash Needs = B1 + B2 + B3	100,000	100,000	200,000	200,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	1,500,000	Treasurer's Discretion (A/P, Payroll, etc)
=	Idle Cash = A - C	86,404												Calculation
	<b>Investments</b>													
	MI Class # MI-01-0190-04	797,423											797,423	Bank Statement Ending Balance
	Interest # MI-01-0190-04	3,054											3,054	Bank Statement Interest Earned
	Total Investments	797,423												
	<b>Performance Metrics</b>													
	Total Balance	\$ 983,827											\$ 983,827	Calculation
	Total Interest/Earnings	3,092											3,092	Calculation
	Annualized Yield	3.8%											3.8%	Calculation
	<b>Approving for xfer \$To / \$From</b>													
	Huntington (C) # 8326													Treasurer's Discretion
	MI Class # MI-01-0190-04													Treasurer's Discretion
	Net zero verification													Calculation

Note: All investments during this reporting period are in accordance with the Townships Investment Policy and State Statutes, and meet the Township's three investment objectives: 1) Preservation of Capital, 2) Liquidity, and 3) Yield

Approving for xfer from/to: \_\_\_\_\_

Respectfully Submitted,

Shelley Thompson, Treasurer  
Charter-Township of Clayton

GL NUMBER	DESCRIPTION	2025		YTD BALANCE		AVAILABLE		% BDTG USED
		AMENDED BUDGET	2025	01/31/2025	BALANCE	NORMAL (ABNORMAL)	% BDTG USED	
Fund 101 - GENERAL FUND								
Revenues								
Dept 000 - NON-DEPARTMENTAL								
101-000-402.000	CURRENT PROPERTY TAX	290,739.00	290,739.00	287,440.79	3,298.21	98.87		
101-000-412.000	PRIOR YEAR PROPERTY TAXES	0.00	0.00	0.00	0.00	0.00		
101-000-448.000	TAX ADMIN COLLECTION FEES	95,000.00	95,000.00	106,988.86	(11,988.86)	112.62		
101-000-448.100	PARCEL FEES	0.00	0.00	0.00	0.00	0.00		
101-000-450.000	SUNSET ROAD SPECIAL ASSESSMENT REVENUE	0.00	0.00	2,439.65	(2,439.65)	100.00		
101-000-477.000	CABLE FRANCHISE FEES	3,000.00	3,000.00	0.00	3,000.00	0.00		
101-000-478.000	TOWER LICENSING	200.00	200.00	0.00	200.00	0.00		
101-000-481.000	SPLIT FEES	0.00	0.00	250.00	(250.00)	100.00		
101-000-482.000	ZONING PERMITS	400.00	400.00	0.00	400.00	0.00		
101-000-487.000	MOBILE HOME FEES	900.00	900.00	91.50	808.50	10.17		
101-000-498.000	BUILDING PERMITS	40,000.00	40,000.00	0.00	40,000.00	0.00		
101-000-498.100	ELECTRICAL PERMITS	5,000.00	5,000.00	333.00	4,667.00	6.66		
101-000-498.200	MECHANICAL PERMITS	5,000.00	5,000.00	875.00	4,125.00	17.50		
101-000-498.300	PLUMBING PERMITS	2,200.00	2,200.00	185.00	2,015.00	8.41		
101-000-498.400	LICENSE REGISTRATION	0.00	0.00	15.00	(15.00)	100.00		
101-000-502.000	GRANT REVENUE	6,155.32	6,155.32	0.00	0.00	0.00		
101-000-573.000	LOCAL COMMUNITY STABILIZATION	0.00	0.00	0.00	0.00	0.00		
101-000-573.100	METRO ACT FROM LCSA	8,011.64	8,011.64	0.00	0.00	0.00		
101-000-574.000	STATE SHARED REVENUE	652,296.80	652,296.80	781,129.00	781,058.05	0.01		
101-000-607.000	FEES & SERVICES	0.00	0.00	35.00	(35.00)	100.00		
101-000-607.100	HIDDEN CREEK SIGN	2,150.00	2,150.00	3,540.00	(3,540.00)	100.00		
101-000-644.000	CEMETERY LOTS	1,000.00	1,000.00	500.00	500.00	50.00		
101-000-657.000	ORDINANCE FINES	17,660.00	17,660.00	0.00	0.00	0.00		
101-000-665.000	INTEREST	155,703.26	155,703.26	4.07	59,995.93	0.01		
101-000-665.206	INTEREST ON INTERFUND LOAN TO FIRE	14,159.75	14,159.75	0.00	0.00	0.00		
101-000-676.000	REIMBURSEMENTS	0.00	0.00	3,199.35	(3,199.35)	100.00		
101-000-676.100	REIMBURSEMENTS - ELECTION EXPENSES	28,619.29	28,619.29	0.00	0.00	0.00		
101-000-677.000	ADM. FEES - OTHER FUNDS	57,000.00	57,000.00	0.00	0.00	0.00		
101-000-678.000	BUILDING & PLANNING ESCROW REVENUE	2,069.44	2,069.44	0.00	0.00	0.00		
101-000-679.000	MISCELLANEOUS	610.94	610.94	0.00	1,250.00	0.00		
101-000-699.000	TRANSFER FROM OTHER FUNDS	50,687.14	50,687.14	0.00	0.00	0.00		
Total Dept 000 - NON-DEPARTMENTAL		1,455,314.78	1,286,318.00	405,968.17	880,349.83	31.56		
TOTAL REVENUES		1,455,314.78	1,286,318.00	405,968.17	880,349.83	31.56		
Expenditures								
Dept 101 - TOWNSHIP BOARD								
101-101-702.000	ADMINISTRATION SALARIES	44,573.71	44,000.00	3,018.44	40,981.56	6.86		
101-101-703.000	SALARIES	22,850.00	32,000.00	2,666.68	29,333.32	8.33		
101-101-704.000	PART TIME WAGES	21,021.95	24,000.00	1,460.12	22,539.88	6.08		
101-101-709.000	SOCIAL SECURITY	7,718.13	4,480.00	639.72	3,840.28	14.28		
101-101-712.000	HEALTH INS. ALT.	12,000.00	20,000.00	0.00	20,000.00	0.00		
101-101-716.000	PENSION	6,397.76	10,000.00	301.84	9,698.16	3.02		
101-101-718.000	MEDICAL INSURANCE	25,916.70	25,000.00	2,325.82	22,674.18	9.30		
101-101-718.100	LIFE INSURANCE	601.68	1,700.00	43.55	1,656.45	2.56		
101-101-718.200	DISABILITY INSURANCE	1,821.96	1,700.00	151.83	1,548.17	8.93		
101-101-719.000	INSURANCE & BONDS	29,699.81	33,000.00	0.00	33,000.00	0.00		
101-101-807.000	AUDIT	20,500.00	22,000.00	0.00	22,000.00	0.00		
101-101-826.000	LEGAL FEES	30,773.16	35,000.00	0.00	35,000.00	0.00		
101-101-900.000	PRINTING & PUBLISHING	3,327.62	2,500.00	0.00	2,500.00	0.00		
101-101-955.200	MISCELLANEOUS	42.10	100.00	0.00	100.00	0.00		
101-101-958.000	MEMBERSHIP & DUES	7,907.46	8,000.00	953.04	7,046.96	11.91		

GL NUMBER	DESCRIPTION	END BALANCE		2025		YTD BALANCE		AVAILABLE		
		NORMAL	(ABNORMAL)	AMENDED BUDGET	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	BALANCE	% BDTG USED
Fund 101 - GENERAL FUND										
Expenditures										
101-101-960.000	CONFERENCE & WORKSHOP	275.00		1,000.00		344.50		655.50		34.45
Total Dept 101 - TOWNSHIP BOARD		235,427.04		264,480.00		11,905.54		252,574.46		4.50
Dept 171 - SUPERVISOR										
101-171-703.000	SALARIES	34,031.42		42,000.00		2,891.52		39,108.48		6.88
101-171-703.200	DEPUTY	0.00		20,000.00		769.23		19,230.77		3.85
101-171-704.600	ASSESSING	39,674.97		45,000.00		3,608.33		41,391.67		8.02
101-171-709.000	SOCIAL SECURITY	2,845.30		3,300.00		600.29		2,699.71		18.19
101-171-716.000	PENSION	326.81		0.00		289.16		(289.16)		100.00
101-171-718.100	LIFE INSURANCE	239.96		300.00		45.55		254.45		15.18
101-171-727.000	POSTAGE	1,691.66		2,000.00		1,801.23		198.77		90.06
101-171-801.000	PROFESSIONAL & CONTRACTUAL SER	4,925.00		6,000.00		0.00		6,000.00		0.00
101-171-900.000	PRINTING OF ROLL	719.90		1,600.00		0.00		1,600.00		0.00
101-171-955.000	MISCELLANEOUS	0.00		1,000.00		0.00		1,000.00		0.00
101-171-960.000	CONFERENCE & WORKSHOP	0.00		500.00		0.00		500.00		0.00
Total Dept 171 - SUPERVISOR		84,255.02		121,700.00		10,005.31		111,694.69		8.22
Dept 215 - CLERK										
101-215-703.000	SALARIES	34,519.59		42,000.00		2,891.53		39,108.47		6.88
101-215-703.200	DEPUTY	4,997.21		6,000.00		413.07		5,586.93		6.88
101-215-704.700	FINANCIAL ADMINISTRATOR SALAR	66,891.45		75,000.00		0.00		75,000.00		0.00
101-215-704.701	BOOKKEEPER/WATER & SEWER	23,032.66		33,696.00		2,242.74		31,453.26		6.66
101-215-709.000	SOCIAL SECURITY	4,886.18		5,500.00		398.78		5,101.22		7.25
101-215-716.000	PENSION	3,971.97		4,500.00		533.26		3,966.74		11.85
101-215-718.000	MEDICAL INSURANCE	0.00		6,000.00		0.00		6,000.00		0.00
101-215-718.100	LIFE INSURANCE	430.84		500.00		40.13		459.87		8.03
101-215-801.000	PROFESSIONAL & CONTRACTUAL SER	0.00		500.00		0.00		500.00		0.00
101-215-958.000	MEMBERSHIP & DUES	0.00		0.00		75.00		(75.00)		100.00
101-215-960.000	CONFERENCE & WORKSHOP	215.00		300.00		0.00		300.00		0.00
Total Dept 215 - CLERK		138,944.90		173,996.00		6,594.51		167,401.49		3.79
Dept 247 - BOARD OF REVIEW										
101-247-709.000	SOCIAL SECURITY	199.06		250.00		0.00		250.00		0.00
101-247-725.000	PER DIEM	1,919.72		3,000.00		0.00		3,000.00		0.00
101-247-960.000	CONFERENCE & WORKSHOP	0.00		1,000.00		0.00		1,000.00		0.00
Total Dept 247 - BOARD OF REVIEW		2,118.78		4,250.00		0.00		4,250.00		0.00
Dept 253 - TREASURER										
101-253-703.000	SALARIES	34,519.57		42,000.00		2,891.54		39,108.46		6.88
101-253-703.100	SECRETARY/DEPUTY TREASURER	4,997.21		6,000.00		413.08		5,586.92		6.88
101-253-709.000	SOCIAL SECURITY	3,020.12		4,000.00		227.21		3,772.79		5.68
101-253-716.000	PENSION	3,076.25		4,000.00		0.00		4,000.00		0.00
101-253-718.000	MEDICAL INSURANCE	0.00		33,000.00		0.00		33,000.00		0.00
101-253-718.100	LIFE INSURANCE	392.07		500.00		7.80		492.20		1.56
101-253-900.000	PRINTING OF ROLL TAX	1,240.00		2,500.00		0.00		2,500.00		0.00
101-253-911.000	MEMBERSHIP & DUES	0.00		50.00		0.00		50.00		0.00
101-253-955.000	MISCELLANEOUS	220.57		0.00		0.00		0.00		0.00
101-253-960.000	CONFERENCE & WORKSHOP	0.00		500.00		0.00		500.00		0.00

GL NUMBER	DESCRIPTION	2025		YTD BALANCE		AVAILABLE BALANCE	% BUDGET USED
		AMENDED BUDGET	2025	NORMAL (ABNORMAL)	01/31/2025		
<b>Fund 101 - GENERAL FUND</b>							
<b>Expenditures</b>							
101-253-977.000	OFFICE EQUIPMENT	289.88	2,500.00	0.00	2,500.00	0.00	
<b>Total Dept 253 - TREASURER</b>		<b>47,755.67</b>	<b>95,050.00</b>	<b>3,539.63</b>	<b>91,510.37</b>	<b>3.72</b>	
<b>Dept 262 - ELECTIONS</b>							
101-262-709.000	SOCIAL SECURITY	255.01	500.00	0.00	500.00	0.00	
101-262-725.100	ELECTION WORKERS	41,885.17	13,000.00	0.00	13,000.00	0.00	
101-262-725.400	OTHER ELECTION WORKERS	6,359.63	4,000.00	0.00	4,000.00	0.00	
101-262-727.000	POSTAGE	6,823.52	2,000.00	0.00	2,000.00	0.00	
101-262-752.000	OFFICE SUPPLIES	8,530.83	3,000.00	66.60	2,933.40	2.22	
101-262-802.200	COUNTY ELECTION EXPENSE	1,200.00	600.00	0.00	600.00	0.00	
101-262-940.000	PRECINCT RENTAL	1,100.00	600.00	0.00	600.00	0.00	
101-262-955.000	MISCELLANEOUS	0.00	1,000.00	0.00	1,000.00	0.00	
101-262-978.100	ELECTION MACHINES	2,196.34	3,000.00	0.00	3,000.00	0.00	
<b>Total Dept 262 - ELECTIONS</b>		<b>68,350.50</b>	<b>27,700.00</b>	<b>66.60</b>	<b>27,633.40</b>	<b>0.24</b>	
<b>Dept 265 - TOWNSHIP HALL</b>							
101-265-727.000	POSTAGE	3,271.96	3,000.00	0.00	3,000.00	0.00	
101-265-752.000	OFFICE SUPPLIES	5,095.84	4,500.00	(625.00)	5,125.00	(13.89)	
101-265-801.000	PROFESSIONAL & CONTRACTUAL SE	29,710.14	35,500.00	329.76	35,170.24	0.93	
101-265-801.100	HOUSEKEEPING	1,908.01	2,200.00	180.00	2,020.00	8.18	
101-265-850.000	TELEPHONE	419.88	1,500.00	0.00	1,500.00	0.00	
101-265-920.000	UTILITIES	7,400.49	9,500.00	120.30	9,379.70	1.27	
101-265-930.000	REPAIR & MAINTENANCE	11,585.78	15,000.00	0.00	15,000.00	0.00	
101-265-934.000	SIREN MAINTENANCE	3,856.40	6,500.00	0.00	6,500.00	0.00	
101-265-955.000	MISCELLANEOUS	705.23	1,000.00	180.00	820.00	18.00	
101-265-977.000	OFFICE EQUIPMENT	1,193.05	5,000.00	0.00	5,000.00	0.00	
101-265-978.000	COMPUTER - ALPHA OMEGA	13,008.55	10,000.00	781.25	9,218.75	7.81	
<b>Total Dept 265 - TOWNSHIP HALL</b>		<b>78,155.33</b>	<b>93,700.00</b>	<b>966.31</b>	<b>92,733.69</b>	<b>1.03</b>	
<b>Dept 371 - BUILDING DEPARTMENT</b>							
101-371-704.100	BUILDING INSPECTOR	432.50	0.00	0.00	0.00	0.00	
101-371-704.200	ELECTRICAL INSPECTOR	4,050.00	4,000.00	300.00	3,700.00	7.50	
101-371-704.300	MECHANICAL & PLUMBING INSPECT	5,800.00	4,500.00	500.00	4,000.00	11.11	
101-371-704.400	SECRETARY SALARY	3,969.52	4,050.00	275.70	3,774.30	6.81	
101-371-704.900	ZONING/CODE/LAND/BUILDING OFFICIAL	74,828.54	74,000.00	5,042.02	68,957.98	6.81	
101-371-707.000	TEMPORARY INSPECTOR	200.00	1,000.00	0.00	1,000.00	0.00	
101-371-709.000	SOCIAL SECURITY	6,237.37	7,000.00	77.10	6,922.90	1.10	
101-371-716.000	PENSION	7,960.56	9,000.00	531.78	8,468.22	5.91	
101-371-718.000	MEDICAL INSURANCE	0.00	300.00	0.00	300.00	0.00	
101-371-718.100	LIFE INSURANCE	399.45	600.00	0.00	600.00	0.00	
101-371-752.000	OFFICE SUPPLIES	357.05	450.00	0.00	450.00	0.00	
101-371-801.000	PROFESSIONAL & CONTRACTUAL SER	5,800.00	15,000.00	0.00	15,000.00	0.00	
101-371-850.100	CELL PHONES	375.00	0.00	0.00	0.00	0.00	
101-371-955.000	MISCELLANEOUS	0.00	1,000.00	0.00	1,000.00	0.00	
101-371-958.000	MEMBERSHIP & DUES	45.00	500.00	0.00	500.00	0.00	
101-371-960.000	CONFERENCE & WORKSHOP	895.74	2,000.00	0.00	2,000.00	0.00	
101-371-978.000	COMPUTER	1,955.00	2,500.00	0.00	2,500.00	0.00	
<b>Total Dept 371 - BUILDING DEPARTMENT</b>		<b>113,305.73</b>	<b>125,900.00</b>	<b>6,726.60</b>	<b>119,173.40</b>	<b>5.34</b>	

REVENUE AND EXPENDITURE REPORT FOR CLAYTON CHARTER TOWNSHIP  
 PERIOD ENDING 01/31/2025  
 % Fiscal Year Completed: 8.49

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2024		2025 AMENDED BUDGET		YTD BALANCE 01/31/2025		AVAILABLE BALANCE		% BDT USED
		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND										
Expenditures										
Dept 445 - PUBLIC SERV.-DRAIN AT LARGE										
101-445-849.000	DRAIN AT LARGE	15,836.00		22,000.00		0.00		22,000.00		0.00
Total Dept 445 - PUBLIC SERV.-DRAIN AT LARGE		15,836.00		22,000.00		0.00		22,000.00		0.00
Dept 446 - PUBLIC SERVICES-ROADS										
101-446-801.000	PROFESSIONAL & CONTRACTUAL SE	314,736.16		350,000.00		0.00		350,000.00		0.00
Total Dept 446 - PUBLIC SERVICES-ROADS		314,736.16		350,000.00		0.00		350,000.00		0.00
Dept 448 - MUNICIPAL LIGHTING										
101-448-920.000	UTILITIES	2,357.37		7,000.00		0.00		7,000.00		0.00
Total Dept 448 - MUNICIPAL LIGHTING		2,357.37		7,000.00		0.00		7,000.00		0.00
Dept 567 - CEMETERY										
101-567-801.000	PROFESSIONAL & CONTRACTUAL SE	11,030.00		14,000.00		0.00		14,000.00		0.00
101-567-930.000	REPAIR & MAINTENANCE	4,433.92		8,000.00		0.00		8,000.00		0.00
101-567-955.000	MISCELLANEOUS	0.00		1,500.00		0.00		1,500.00		0.00
Total Dept 567 - CEMETERY		15,463.92		23,500.00		0.00		23,500.00		0.00
Dept 701 - PLANNING COMMISSION										
101-701-709.000	SOCIAL SECURITY	625.96		720.00		0.00		720.00		0.00
101-701-725.000	PER DIEM	8,900.00		9,000.00		0.00		9,000.00		0.00
Total Dept 701 - PLANNING COMMISSION		9,525.96		9,720.00		0.00		9,720.00		0.00
Dept 702 - ZONING BOARD OF APPEALS										
101-702-709.000	SOCIAL SECURITY	65.55		240.00		0.00		240.00		0.00
101-702-725.000	PER DIEM	1,100.00		3,000.00		0.00		3,000.00		0.00
101-702-960.000	CONFERENCE & WORKSHOP	200.00		600.00		0.00		600.00		0.00
Total Dept 702 - ZONING BOARD OF APPEALS		1,365.55		3,840.00		0.00		3,840.00		0.00
Dept 999 - TRANSFER OUT										
101-999-995.000	TRANSFERS OUT	107,012.28		0.00		0.00		0.00		0.00
Total Dept 999 - TRANSFER OUT		107,012.28		0.00		0.00		0.00		0.00
TOTAL EXPENDITURES		1,234,610.21		1,322,836.00		39,804.50		1,283,031.50		3.01
Fund 101 - GENERAL FUND:										
TOTAL REVENUES										
1,455,314.78				1,286,318.00		405,968.17		880,349.83		31.56
TOTAL EXPENDITURES										
1,234,610.21				1,322,836.00		39,804.50		1,283,031.50		3.01
NET OF REVENUES & EXPENDITURES										
220,704.57				(36,518.00)		366,163.67		(402,681.67)		1,002.69

PERIOD ENDING 01/31/2025  
 % Fiscal Year Completed: 8.49

GL NUMBER	DESCRIPTION	END BALANCE		2025		YTD BALANCE		AVAILABLE	
		12/31/2024	NORMAL (ABNORMAL)	AMENDED BUDGET	2025	01/31/2025	NORMAL (ABNORMAL)	BALANCE	% BDTG
Fund 101 - GENERAL FUND									
BEG. FUND BALANCE		2,748,753.35		2,748,753.35		2,748,753.35			
NET OF REVENUES/EXPENDITURES - 2024		2,969,457.92		2,712,235.35		220,704.57			
END FUND BALANCE						3,335,621.59		220,704.57	



GL NUMBER	DESCRIPTION	2025		YTD BALANCE		AVAILABLE		% BGD USED
		END BALANCE 12/31/2024	AMENDED BUDGET	NORMAL	(ABNORMAL)	BALANCE	(ABNORMAL)	
<b>Fund 206 - FIRE MILLAGE FUND</b>								
<b>Revenues</b>								
Dept 000 - NON-DEPARTMENTAL								
206-000-402.000	CURRENT PROPERTY TAX	258,727.93	276,957.00	494,919.06	(217,962.06)			178.70
206-000-412.000	PRIOR YEAR PROPERTY TAXES	(330.06)	0.00	0.00	0.00			0.00
206-000-573.000	LOCAL COMMUNITY STABILIZATION	101.87	0.00	0.00	0.00			0.00
206-000-659.600	COST RECOVERY	18,266.22	0.00	0.00	0.00			0.00
206-000-665.000	INTEREST	460.80	0.00	0.00	0.00			0.00
206-000-699.000	TRANSFER FROM OTHER FUNDS	107,012.28	0.00	0.00	0.00			0.00
<b>Total Dept 000 - NON-DEPARTMENTAL</b>		<b>384,239.04</b>	<b>276,957.00</b>	<b>494,919.06</b>	<b>(217,962.06)</b>			<b>178.70</b>
<b>TOTAL REVENUES</b>		<b>384,239.04</b>	<b>276,957.00</b>	<b>494,919.06</b>	<b>(217,962.06)</b>			<b>178.70</b>
<b>Expenditures</b>								
Dept 336 - PUBLIC SAFETY (FIRE)								
206-336-709.000	SOCIAL SECURITY	181.87	384.00	13.45	370.55			3.50
206-336-725.000	PER DIEM	3,150.00	4,800.00	500.00	4,300.00			10.42
206-336-801.000	PROFESSIONAL & CONTRACTUAL SE	10,509.32	9,000.00	373.75	8,626.25			4.15
206-336-801.100	CONTRACT SERVICE-SWARTZ CREEK	153,015.76	185,549.00	69,524.25	116,024.75			37.47
206-336-801.200	FIRE RUNS	38,855.50	50,000.00	0.00	50,000.00			0.00
206-336-801.300	EMS RUNS	3,718.80	7,500.00	0.00	7,500.00			0.00
206-336-920.000	UTILITIES	1,335.12	2,500.00	114.26	2,388.74			4.45
206-336-930.000	REPAIR & MAINTENANCE	322.00	2,500.00	0.00	2,500.00			0.00
206-336-970.000	CAPITAL OUTLAY	107,012.28	0.00	0.00	0.00			0.00
<b>Total Dept 336 - PUBLIC SAFETY (FIRE)</b>		<b>318,100.65</b>	<b>262,233.00</b>	<b>70,522.71</b>	<b>191,710.29</b>			<b>26.89</b>
Dept 905 - DEBT SERVICE								
206-905-994.000	INTEREST ON DEBT	14,159.75	0.00	0.00	0.00			0.00
<b>Total Dept 905 - DEBT SERVICE</b>		<b>14,159.75</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			<b>0.00</b>
<b>TOTAL EXPENDITURES</b>		<b>332,260.40</b>	<b>262,233.00</b>	<b>70,522.71</b>	<b>191,710.29</b>			<b>26.89</b>
<b>Fund 206 - FIRE MILLAGE FUND:</b>								
<b>TOTAL REVENUES</b>		<b>384,239.04</b>	<b>276,957.00</b>	<b>494,919.06</b>	<b>(217,962.06)</b>			<b>178.70</b>
<b>TOTAL EXPENDITURES</b>		<b>332,260.40</b>	<b>262,233.00</b>	<b>70,522.71</b>	<b>191,710.29</b>			<b>26.89</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>51,978.64</b>	<b>14,724.00</b>	<b>424,396.35</b>	<b>(409,672.35)</b>			<b>2,882.34</b>
<b>BEG. FUND BALANCE</b>		<b>4,236.42</b>	<b>4,236.42</b>	<b>4,236.42</b>				
<b>NET OF REVENUES/EXPENDITURES - 2024</b>		<b>51,978.64</b>	<b>18,960.42</b>	<b>51,978.64</b>				
<b>END FUND BALANCE</b>		<b>56,215.06</b>	<b>18,960.42</b>	<b>480,611.41</b>				

GL NUMBER	DESCRIPTION	2025		YTD BALANCE		AVAILABLE	
		NORMAL (ABNORMAL)	AMENDED BUDGET	NORMAL (ABNORMAL)	01/31/2025	NORMAL (ABNORMAL)	% BGD USED
<b>Fund 207 - POLICE FUND</b>							
<b>Revenues</b>							
Dept 000 - NON-DEPARTMENTAL							
207-000-402.000	CURRENT PROPERTY TAX	738,923.17	790,951.00	782,003.47	8,947.53	98.87	
207-000-412.000	PRIOR YEAR PROPERTY TAXES	(942.95)	0.00	0.00	0.00	0.00	
207-000-478.000	LIQUOR LICENSE FEES	5,387.37	3,000.00	0.00	3,000.00	0.00	
207-000-573.000	LOCAL COMMUNITY STABILIZATION	290.93	0.00	0.00	0.00	0.00	
207-000-647.000	REPORT FEES	2,235.00	1,500.00	240.00	1,260.00	16.00	
207-000-657.000	ORDINANCE FINES	4,555.70	3,500.00	0.00	3,500.00	0.00	
207-000-659.000	IMPOUNDED VEH.FEES/ROAD RUNNE	6,925.00	5,000.00	650.00	4,350.00	13.00	
207-000-659.500	SALVAGE INSPECTIONS	900.00	400.00	100.00	300.00	25.00	
207-000-665.000	INTEREST	12,135.07	0.00	0.00	0.00	0.00	
207-000-673.000	SALE OF CAPITAL ASSET	0.00	0.00	15,000.00	(15,000.00)	100.00	
207-000-673.100	SALE OF POLICE EQUIPMENT	0.00	0.00	150.00	(150.00)	100.00	
207-000-675.000	LESO PROGRAM	2,690.00	1,000.00	0.00	1,000.00	0.00	
207-000-675.100	LIVE SCAN	3,635.00	2,000.00	190.00	1,810.00	9.50	
207-000-675.200	POLICE TRAINING	3,000.00	0.00	6,000.00	(6,000.00)	100.00	
207-000-676.000	REIMBURSEMENTS	10,319.78	1,000.00	0.00	1,000.00	0.00	
207-000-679.000	MISCELLANEOUS	1,421.60	500.00	2.65	497.35	0.53	
207-000-699.000	TRANSFER FROM OTHER FUNDS	60,431.02	0.00	0.00	0.00	0.00	
<b>Total Dept 000 - NON-DEPARTMENTAL</b>		<b>851,906.69</b>	<b>808,851.00</b>	<b>804,336.12</b>	<b>4,514.88</b>	<b>99.44</b>	
Dept 302 - POLICE OPERATING EXP.							
207-302-675.100	LIVE SCAN	(3,819.25)	(2,500.00)	(900.00)	(1,600.00)	36.00	
<b>Total Dept 302 - POLICE OPERATING EXP.</b>		<b>(3,819.25)</b>	<b>(2,500.00)</b>	<b>(900.00)</b>	<b>(1,600.00)</b>	<b>36.00</b>	
<b>TOTAL REVENUES</b>		<b>848,087.44</b>	<b>806,351.00</b>	<b>803,436.12</b>	<b>2,914.88</b>	<b>99.64</b>	
<b>Expenditures</b>							
Dept 301 - POLICE PERSONNEL EXP.							
207-301-702.000	POLICE ADMINISTRATION	77,781.76	75,000.00	5,321.82	69,678.18	7.10	
207-301-703.000	OFFICERS PART TIME	65,589.32	70,000.00	3,454.08	66,545.92	4.93	
207-301-704.000	OFFICERS FULL TIME	235,674.96	229,000.00	15,607.18	213,392.82	6.82	
207-301-704.200	SHIFT PREMIUM	636.86	2,300.00	24.80	2,275.20	1.08	
207-301-705.000	VACATION	14,015.33	21,000.00	292.73	20,707.27	1.39	
207-301-705.100	SICK PAY	10,045.48	11,000.00	0.00	11,000.00	0.00	
207-301-705.200	PERSONAL TIME	5,221.13	7,000.00	0.00	7,000.00	0.00	
207-301-705.300	TRAINING	2,135.87	3,500.00	1,135.84	2,364.16	32.45	
207-301-705.400	COURT	477.11	1,000.00	0.00	1,000.00	0.00	
207-301-706.000	HOLIDAY PAY	18,959.73	16,000.00	2,936.00	13,064.00	18.35	
207-301-706.100	HOLIDAY OVERTIME	14,819.41	14,000.00	1,353.24	12,646.76	9.67	
207-301-707.000	POLICE SECRETARY	35,796.31	36,000.00	2,326.93	33,673.07	6.46	
207-301-709.000	SOCIAL SECURITY	37,719.17	42,000.00	2,398.89	39,601.11	5.71	
207-301-712.000	HEALTH INS. ALT.	13,500.00	20,000.00	0.00	20,000.00	0.00	
207-301-713.000	OVERTIME	1,172.55	7,000.00	0.00	7,000.00	0.00	
207-301-716.000	PENSION	40,738.56	47,000.00	2,650.93	44,349.07	5.64	
207-301-718.000	MEDICAL INSURANCE	32,932.72	45,000.00	2,887.11	42,112.89	6.42	
207-301-718.100	LIFE INSURANCE	580.24	800.00	51.24	748.76	6.41	
207-301-718.200	DISABILITY INSURANCE	6,808.92	7,500.00	567.41	6,932.59	7.57	
<b>Total Dept 301 - POLICE PERSONNEL EXP.</b>		<b>614,605.43</b>	<b>655,100.00</b>	<b>41,008.20</b>	<b>614,091.80</b>	<b>6.26</b>	
Dept 302 - POLICE OPERATING EXP.							
<b>Total Dept 302 - POLICE OPERATING EXP.</b>		<b>(3,819.25)</b>	<b>(2,500.00)</b>	<b>(900.00)</b>	<b>(1,600.00)</b>	<b>36.00</b>	



GL NUMBER	DESCRIPTION	END BALANCE		2025		YTD BALANCE		AVAILABLE		
		12/31/2024	12/31/2024	AMENDED BUDGET	2025	01/31/2025	01/31/2025	NORMAL (ABNORMAL)	BALANCE	% BDTG USED
		NORMAL (ABNORMAL)	NORMAL (ABNORMAL)			NORMAL (ABNORMAL)	NORMAL (ABNORMAL)			
Fund 213 - HIDDEN CREEK ROAD FUND										
Revenues										
Dept 000 - NON-DEPARTMENTAL										
213-000-450.000	SPECIAL ASSESSMENT REVENUE HIDDEN CREEK	18,494.82		0.00		16,237.80		(16,237.80)		100.00
Total Dept 000 - NON-DEPARTMENTAL		18,494.82		0.00		16,237.80		(16,237.80)		100.00
TOTAL REVENUES										
Expenditures										
Dept 000 - NON-DEPARTMENTAL										
213-000-991.000	BOND PRINCIPAL PAYMENT HIDDEN CREEK	16,000.00		0.00		0.00		0.00		0.00
213-000-994.000	INTEREST ON DEBT	1,729.84		0.00		0.00		0.00		0.00
Total Dept 000 - NON-DEPARTMENTAL		17,729.84		0.00		0.00		0.00		0.00
TOTAL EXPENDITURES										
Fund 213 - HIDDEN CREEK ROAD FUND:										
TOTAL REVENUES										
TOTAL EXPENDITURES										
NET OF REVENUES & EXPENDITURES										
BEG. FUND BALANCE										
NET OF REVENUES/EXPENDITURES - 2024										
END FUND BALANCE										
		18,494.82		0.00		16,237.80		(16,237.80)		100.00
		17,729.84		0.00		0.00		0.00		0.00
		764.98		0.00		16,237.80		(16,237.80)		100.00
		27,338.63		27,338.63		27,338.63		764.98		
		28,103.61		27,338.63		44,341.41				

GL NUMBER	DESCRIPTION	END BALANCE		2025		YTD BALANCE		AVAILABLE	
		NORMAL (ABNORMAL)	12/31/2024	AMENDED BUDGET	12/31/2025	NORMAL (ABNORMAL)	01/31/2025	NORMAL (ABNORMAL)	% BDTG USED
Fund 214 - SPECIAL ASSESSMENT - SUN SET DRIVE									
Revenues									
Dept 000 - NON-DEPARTMENTAL									
214-000-450.000	SPECIAL ASSESSMENT - SUN SET DRI		2,439.65	0.00	0.00	0.00	0.00	0.00	0.00
	Total Dept 000 - NON-DEPARTMENTAL		2,439.65	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES									
	2,439.65								
Expenditures									
Dept 000 - NON-DEPARTMENTAL									
214-000-995.000	TRANSFERS OUT		12,979.20	0.00	0.00	0.00	0.00	0.00	0.00
	Total Dept 000 - NON-DEPARTMENTAL		12,979.20	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES									
	12,979.20								
Fund 214 - SPECIAL ASSESSMENT - SUN SET DRIVE:									
TOTAL REVENUES									
	2,439.65								
TOTAL EXPENDITURES									
	12,979.20								
NET OF REVENUES & EXPENDITURES									
	(10,539.55)								
BEG. FUND BALANCE									
	10,539.55								
NET OF REVENUES/EXPENDITURES - 2024									
	(10,539.55)								
END FUND BALANCE									
	10,539.55								

(10,539.55)

GL NUMBER	DESCRIPTION	END BALANCE		2025		YTD BALANCE		AVAILABLE		% B DGT USED
		12/31/2024	12/31/2024	AMENDED BUDGET	2025	NORMAL	ABNORMAL	01/31/2025	01/31/2025	
Fund 219 - LIGHTING FUND										
Revenues										
Dept 000 - NON-DEPARTMENTAL	CURRENT PROPERTY TAX	32,220.00		53,700.00		53,700.00		0.00		100.00
Total Dept 000 - NON-DEPARTMENTAL		32,220.00		53,700.00		53,700.00		0.00		100.00
TOTAL REVENUES										
32,220.00		53,700.00		53,700.00		53,700.00		0.00		100.00
Expenditures										
Dept 448 - MUNICIPAL LIGHTING	RESIDENTIAL LIGHTING	49,138.07		50,000.00		0.00		50,000.00		0.00
Total Dept 448 - MUNICIPAL LIGHTING		49,138.07		50,000.00		0.00		50,000.00		0.00
TOTAL EXPENDITURES										
49,138.07		50,000.00		50,000.00		0.00		50,000.00		0.00
Fund 219 - LIGHTING FUND:										
TOTAL REVENUES										
32,220.00		53,700.00		53,700.00		53,700.00		0.00		100.00
TOTAL EXPENDITURES										
49,138.07		50,000.00		50,000.00		0.00		50,000.00		0.00
NET OF REVENUES & EXPENDITURES										
(16,918.07)		3,700.00		3,700.00		53,700.00		(50,000.00)		1,451.35
BEG. FUND BALANCE										
7,799.85		7,799.85		7,799.85		7,799.85		(16,918.07)		(16,918.07)
NET OF REVENUES/EXPENDITURES - 2024										
(9,118.22)		11,499.85		11,499.85		44,581.78				
END FUND BALANCE										

PERIOD ENDING 01/31/2025  
 % Fiscal Year Completed: 8.49

GL NUMBER	DESCRIPTION	2025		YTD BALANCE		AVAILABLE		% BDGT USED
		END BALANCE 12/31/2024	AMENDED BUDGET	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
<b>Fund 226 - GARBAGE FUND</b>								
Revenues								
Dept 000 - NON-DEPARTMENTAL								
226-000-402.000	CURRENT PROPERTY TAX	506,096.00	500,456.00	6,016.00	494,440.00	1.20		
226-000-665.000	INTEREST	3,375.71	2,344.00	0.00	2,344.00	0.00		
226-000-679.000	MISCELLANEOUS	260.00	200.00	0.00	200.00	0.00		
	<b>Total Dept 000 - NON-DEPARTMENTAL</b>	<b>509,731.71</b>	<b>503,000.00</b>	<b>6,016.00</b>	<b>496,984.00</b>	<b>1.20</b>		
<b>TOTAL REVENUES</b>								
		509,731.71	503,000.00	6,016.00	496,984.00	1.20		
Expenditures								
Dept 528 - REFUSE COLLECTION/ DISPOSAL								
226-528-919.000	WASTE & RUBBISH DISPOSAL	515,450.48	491,000.00	0.00	491,000.00	0.00		
226-528-957.000	INTERFUND ADMIN CHARGES	12,000.00	12,000.00	0.00	12,000.00	0.00		
	<b>Total Dept 528 - REFUSE COLLECTION/ DISPOSAL</b>	<b>527,450.48</b>	<b>503,000.00</b>	<b>0.00</b>	<b>503,000.00</b>	<b>0.00</b>		
<b>TOTAL EXPENDITURES</b>								
		527,450.48	503,000.00	0.00	503,000.00	0.00		
<b>Fund 226 - GARBAGE FUND:</b>								
TOTAL REVENUES								
		509,731.71	503,000.00	6,016.00	496,984.00	1.20		
TOTAL EXPENDITURES								
		527,450.48	503,000.00	0.00	503,000.00	0.00		
NET OF REVENUES & EXPENDITURES								
		(17,718.77)	0.00	6,016.00	(6,016.00)	100.00		
BEG. FUND BALANCE								
		7,765.20	7,765.20	7,765.20	(17,718.77)			
NET OF REVENUES/EXPENDITURES - 2024								
		(9,953.57)	7,765.20	(3,937.57)	(17,718.77)			
END FUND BALANCE								

REVENUE AND EXPENDITURE REPORT FOR CLAYTON CHARTER TOWNSHIP

PERIOD ENDING 01/31/2025  
 % Fiscal Year Completed: 8.49

GL NUMBER	DESCRIPTION	END BALANCE 12/31/2024		2025 AMENDED BUDGET		YTD BALANCE 01/31/2025		AVAILABLE BALANCE		% BDTG USED
		NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 285 - ARPA GRANT FUND										
Revenues										
Dept 000 - NON-DEPARTMENTAL										
285-000-528.000	FED GRANT REVENUE ARPA	297,275.04		0.00		0.00		0.00		0.00
Total Dept 000 - NON-DEPARTMENTAL		297,275.04		0.00		0.00		0.00		0.00
TOTAL REVENUES										
TOTAL REVENUES		297,275.04		0.00		0.00		0.00		0.00
Expenditures										
Dept 000 - NON-DEPARTMENTAL										
285-000-995.000	TRANSFERS OUT	98,138.96		0.00		0.00		0.00		0.00
Total Dept 000 - NON-DEPARTMENTAL		98,138.96		0.00		0.00		0.00		0.00
Dept 265 - TOWNSHIP HALL										
285-265-886.000	RENOVATION	199,274.57		0.00		0.00		0.00		0.00
Total Dept 265 - TOWNSHIP HALL		199,274.57		0.00		0.00		0.00		0.00
TOTAL EXPENDITURES										
TOTAL EXPENDITURES		297,413.53		0.00		0.00		0.00		0.00
Fund 285 - ARPA GRANT FUND:										
TOTAL REVENUES										
TOTAL REVENUES		297,275.04		0.00		0.00		0.00		0.00
TOTAL EXPENDITURES										
TOTAL EXPENDITURES		297,413.53		0.00		0.00		0.00		0.00
NET OF REVENUES & EXPENDITURES										
NET OF REVENUES & EXPENDITURES		(138.49)		0.00		0.00		0.00		0.00
BEG. FUND BALANCE										
BEG. FUND BALANCE		138.49		138.49		138.49		138.49		(138.49)
NET OF REVENUES/EXPENDITURES - 2024										
NET OF REVENUES/EXPENDITURES - 2024		138.49		138.49		138.49		138.49		(138.49)
END FUND BALANCE										
END FUND BALANCE		138.49		138.49		138.49		138.49		(138.49)



GL NUMBER	DESCRIPTION	2025		YTD BALANCE		AVAILABLE		% BGDGT USED
		AMENDED BUDGET	2025	01/31/2025	BALANCE	NORMAL (ABNORMAL)	ABNORMAL	
<b>Fund 592 - WATER &amp; SEWER FUND</b>								
Revenues								
Dept 000 - NON-DEPARTMENTAL								
592-000-630.100	SEWER TAPS	12,000.00		0.00	12,000.00			0.00
592-000-630.200	WATER TAPS	0.00		2,000.00	(2,000.00)			100.00
592-000-642.000	SEWER USAGE FEES - INCOME	559,807.28		34,307.60	715,692.40			4.57
592-000-642.100	WATER USAGE FEES - INCOME	551,150.89		24,407.40	525,592.60			4.44
592-000-643.000	LATE CHARGES - USAGE - INCOME	29,389.93		1,959.05	23,040.95			7.84
592-000-665.000	INTEREST	35,536.73		37.82	29,962.18			0.13
592-000-679.000	MISCELLANEOUS	621.50		156.00	844.00			15.60
<b>Total Dept 000 - NON-DEPARTMENTAL</b>		<b>1,179,506.33</b>	<b>1,368,000.00</b>	<b>62,867.87</b>	<b>1,305,132.13</b>			<b>4.60</b>
<b>TOTAL REVENUES</b>								
		<b>1,179,506.33</b>	<b>1,368,000.00</b>	<b>62,867.87</b>	<b>1,305,132.13</b>			<b>4.60</b>
Expenditures								
Dept 536 - WATER AND/OR SEWER SYSTEMS								
592-536-803.000	PUMP STATION EXPENSE	20,615.56		0.00	30,000.00			0.00
592-536-804.000	HYDRANT EXPENSE	5,280.00		0.00	6,000.00			0.00
592-536-805.000	SEWER MAINTENANCE	37,736.04		0.00	65,000.00			0.00
592-536-806.000	TURN ON/TURN OFF-EXPENSE	1,180.05		0.00	2,500.00			0.00
592-536-808.000	W & S EXPENSE - SWARTZ CREEK	2,000.00		0.00	0.00			0.00
592-536-817.000	SEWER USAGE - EXPENSE	425,986.14		0.00	500,000.00			0.00
592-536-818.000	WATER USAGE - EXPENSE	570,654.10		0.00	700,000.00			0.00
592-536-818.100	COMPUTER BILLING EXP. - W & S	4,652.92		0.00	8,000.00			0.00
592-536-957.000	INTERFUND ADMIN CHARGES	45,000.00		0.00	45,000.00			0.00
592-536-968.000	DEPRECIATION EXPENSE	70,150.12		0.00	100,000.00			0.00
<b>Total Dept 536 - WATER AND/OR SEWER SYSTEMS</b>		<b>1,183,254.93</b>	<b>1,456,500.00</b>	<b>0.00</b>	<b>1,456,500.00</b>			<b>0.00</b>
<b>TOTAL EXPENDITURES</b>								
		<b>1,183,254.93</b>	<b>1,456,500.00</b>	<b>0.00</b>	<b>1,456,500.00</b>			<b>0.00</b>
Fund 592 - WATER & SEWER FUND:								
<b>TOTAL REVENUES</b>		<b>1,179,506.33</b>	<b>1,368,000.00</b>	<b>62,867.87</b>	<b>1,305,132.13</b>			<b>4.60</b>
<b>TOTAL EXPENDITURES</b>		<b>1,183,254.93</b>	<b>1,456,500.00</b>	<b>0.00</b>	<b>1,456,500.00</b>			<b>0.00</b>
NET OF REVENUES & EXPENDITURES		(3,748.60)	(88,500.00)	62,867.87	(151,367.87)			71.04
BEG. FUND BALANCE		4,208,763.27	5,504,507.50	5,504,507.50	5,504,507.50		(3,748.60)	
NET OF REVENUES/EXPENDITURES - 2024		1,295,744.23	5,416,007.50	5,563,626.77	5,563,626.77			
FUND BALANCE ADJUSTMENTS		1,295,744.23						
END FUND BALANCE		5,500,758.90						
<b>TOTAL REVENUES - ALL FUNDS</b>								
		<b>4,727,308.81</b>	<b>4,294,326.00</b>	<b>1,843,145.02</b>	<b>2,451,180.98</b>			<b>42.92</b>
<b>TOTAL EXPENDITURES - ALL FUNDS</b>								
		<b>4,409,632.43</b>	<b>4,437,619.00</b>	<b>199,408.00</b>	<b>4,238,211.00</b>			<b>4.49</b>
NET OF REVENUES & EXPENDITURES		317,676.38	(143,293.00)	1,643,737.02	(1,787,030.02)			1,147.12
BEG. FUND BALANCE - ALL FUNDS		7,171,266.40	8,467,010.63	8,467,010.63	8,467,010.63			
FUND BALANCE ADJ - ALL FUNDS		1,295,744.23						
END FUND BALANCE - ALL FUNDS		8,784,687.01	8,323,717.63	10,428,424.03	10,428,424.03			

REGULAR BOARD MEETING OF THE CHARTER TOWNSHIP OF CLAYTON  
SEPTEMBER 14, 1995

The meeting was called to order at 7:39 p.m. by the Supervisor with all members present including Attorney Forrest. The Pledge to the Flag was led by the Supervisor with Board Member and residents joining in.

A motion was made by Sayer and supported by Jenkins to approve the Agenda and this was carried unanimously. A motion was made by Lurvey and supported by Messer to approve the minutes of August 10, 1995 as presented. Then a motion was made by Anthony and supported by Sayer to amend the minutes after reviewing the tape regarding a statement made about the absence of rules being a violation of the law. The amendment to the motion was approved unanimously. A motion was made by Messer and supported by Fonger to approve the Bills List and the Treasurer's report as presented and this was carried unanimously.

COMMITTEE REPORTS - The Policies and Procedures committee recommended to the Board to adopt as follows the procedure of the Township Board meetings: "The Supervisor is, when present, the moderator of any Township meeting with the authority to place any person under oath on any statement made to him in his official capacity as Supervisor. He also has the right and duty to regulate the proceeding of any meeting, including deciding questions of order, making public declaration of votes cast, granting authority to persons to speak at the meeting, and silencing those who may be out of order or disrupting the meeting". A motion was made by Messer and supported by Sayer to adopt the above recommended procedure and this was carried unanimously. The road committee report was given.

OLD BUSINESS - A motion was made by Lurvey and supported by Fonger to approve the purchase of another work station with the purchase price not to exceed \$1,800. and this was carried unanimously. The Supervisor mentioned that we are finally getting some maintenance and repair work done at the Township Hall, the front counter work and gate that has been on the "want list" since the new addition was completed. A motion was made by Jenkins and supported by Anthony to appoint N. Jane Wracan to the Swartz Creek Area Fire Board as our "swing" member and this was carried unanimously. A motion was made by Jenkins and supported by Anthony to approve 4" of limestone resurfacing to the following roads: Bristol Road from Nichols Rd to VanVleet Rd, McKinley Road from Calkins Rd to .5 mile north of Beecher Rd, Duffield Road from Corunna Rd to Potter Rd excluding the .2 mile that is paved south of Beecher Rd. This motion was amended to add language to the bottom of the contracts stating "Final payment will be made based on final approval from the Township Board" through a motion by Anthony that was supported by Lurvey. This amended motion was carried unanimously. The Eagle re-zoning request was introduced and will be on the October Agenda in Ordinance form for the first reading and this was done in a motion by Anthony that was supported by Messer and carried unanimously.

NEW BUSINESS - A motion was made by Lurvey and supported by Anthony to allow any Township Board members to attend the MTA fall district meeting as the cost of \$50. and any Township or Zoning Board member to attend the Zoning liability workshop put on by the Michigan Par Plan at the cost of \$50. and this was carried unanimously. A procedure to process fire run billings was introduced through a motion by Sayer that was supported by Fonger. A few alterations were made to the document, which is included with these minutes and will become part of the Policies & Procedures manual, and it was then approved unanimously. The procedure for Lighting District requests was introduced and approved through a motion by Messer that was supported by Jenkins and carried unanimously. The CDBG surveys need to be done and turned into Genesee County Planning Commission by November 1, 1995. Messer and Fonger will do Clayton Village and Lurvey will do Lennon Road. A motion was made by

Fonger and supported by Anthony to request the Clerk to advertise for snow plowing bids for both the Township Hall and Bendle Cemetery. This was carried unanimously. REPORTS - Building Inspector report was given by the Clerk. Fire Board report was given by Rich Vavro. Roads and Bridges report was given by the Supervisor.

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There was miscellaneous public comment including the rumors about large, upcoming ice tournaments and the absence of "no parking" signs and a de-acceleration lane on Elms Road. This will be researched and noted for any upcoming Site Plan Review hearings that may come up for another addition to the ice arena.

A motion was made by Jenkins and supported by Messer to adjourn the meeting at 8:50 p.m. and this was carried unanimously.

Submitted by:

*Sally A. Lurvey*

Sally A. Lurvey, Clerk

Approved by:

*Thomas G. Henry*

Thomas G. Henry, Supervisor

**SCHEDULE OF FEES  
ADOPTED 1-13-2022**

A resolution to provide for the establishment of fees and charges for various permits, licenses and certifications that may be required and for costs associated with services rendered.

**SECTION A FEES AND CHARGES**

Fees charges and expenses shall be assessed as part of the application for permits, licenses, certifications, or for services rendered and special considerations given for appeal, to defray expenses incurred in processing such applications or providing services.

**SECTION B DEPOSITS**

Deposits are used to reimburse the Township for costs incurred for all actual and necessary costs connected with administering building permits, land divisions, plan/plat/site reviews, water course licensing and conducting public hearings. Any remainder is returned to the applicant after project has been finalized. In the event of uncollectible moneys due, it will be the Township's policy to place a lien against the property involved in the application.

**SECTION C PROFESSIONAL REVIEW**

Clayton Township, at its discretion reserves the right to enlist any professional services it deems necessary to review or investigate at the expense of the petitioner/applicant.

**SECTION D SCHEDULE OF FEES**

**BENDLE CEMETERY FEES**

**RESIDENT**.....\$150.00 per grave plot

**NON-RESIDENT**..... \$500.00 per grave plot

**TRANSFER OF GRAVE LOTS**.....\$25.00 administration fee for all transfer of ownership transactions, plus proof of ownership and proof of relationship to current owner(s).

**REPURCHASE OF GRAVE LOTS BY TOWNSHIP**..... \$100.00 (less \$25.00 administration fee), upon written request and with proof of ownership. (per Board action of 8/15/2000)

**GRAVE OPENINGS/CLOSINGS** -CONTACT GENESEE VAULT (810) 695-5166

**FOUNDATION PLACEMENT** -CONTACT GENESEE VAULT (810) 695-5166

**GUIDELINES FOR THE BASIS OF ALL RESIDENTIAL \* CONSTRUCTION VALUE**

BUILDING PERMITS FOR ALL RESIDENTIAL \* CONSTRUCTION (unless otherwise specified on this schedule of fees) WILL BE CALCULATED BASED ON A DETERMINATION OF COST OF MATERIALS AND LABOR, IRRESPECTIVE OF THE ACTUAL COST, AND SHALL BE COMPUTED AT THE RATES OF:

- ⇒ 90.00 PER SQUARE FOOT WITH SLAB OR CRAWL SPACE;
  - ⇒ 95.00 PER SQUARE FOOT WITH TYPICAL BASEMENT;
  - ⇒ 110.00 PER SQUARE FOOT WITH DAYLIGHT WINDOWS/WALKOUT ;
- ADDITIONS WILL BE CHARGED A MIN. OF \$60.00 PER INSPECTION PLUS \$80.00

- A. **ATTACHED GARAGES\*** SHALL BE COMPUTED AT THE RATE OF \$40.00 PER SQ FT.
- B. **DETACHED BUILDINGS\***, OVER 200 SQ FT, SUCH AS: GARAGES, SHEDS AND POLE BUILDINGS SHALL BE COMPUTED AT \$30.00 PER SQ FT OR PORTION THEREOF. AGRICULTURAL-USE BUILDINGS SUBJECT TO ZONING PERMIT ONLY.
- C. **ENCLOSED OR COVERED PORCH\*** SHALL BE COMPUTED AT THE RATE OF \$25.00 PER SQ FT OR PORTION THEREOF.
- D **OPEN DECKS\* AND PORCHES\*** SHALL BE COMPUTED AT THE RATE OF \$25.00 PER SQ FT OR PORTION THEREOF. (Minimum fee of \$125.00 FOR 2 INSPECTIONS ONLY ADDITIONAL INSPECTIONS \$60.00
- E **REMODELS** SHALL BE COMPUTED AT THE RATE OF \$70.00 PER SQ FT OR PORTION THEREOF.  
\* INCLUDES ALL MANUFACTURED, MOBILE, AND MODULAR HOMES ERECTED IN ANY ZONING DISTRICT

**GUIDELINES FOR THE BASIS OF COMMERCIAL AND INDUSTRIAL CONSTRUCTION VALUE**

BUILDING PERMITS FOR ALL COMMERCIAL AND OR INDUSTRIAL CONSTRUCTION (unless otherwise specified on this Schedules of Fees) WILL BE CALCULATED BASED ON A DETERMINATION OF COST OF MATERIALS AND LABOR, IRRESPECTIVE OF THE ACTUAL COST, AND SHALL BE COMPUTED AT THE RATES OF:

- ⇒ 0 – 5,000 SQUARE FEET.....\$100.00 PER SQUARE FOOT

**PERMIT FEES:**

<b>COMMERCIAL*:</b>	\$0 - \$10,000.....\$400.00 (minimum fee)
<b>INDUSTRIAL*:</b>	\$10,000 and over.....\$400.00 plus \$10.00 for each additional \$1,000 or part thereof

**Building Permits for single family homes and condominiums include six (6) inspections**

<b>RESIDENTIAL*:</b>	\$0 - \$1,000.....\$60.00 (minimum fee)
	\$1,000 and over.....\$60.00 plus \$8.00 for each additional \$1,000 or part thereof
<b>ELECTRICAL:</b>	\$60.00 plus Fees according to Application Schedule
<b>MECHANICAL:</b>	\$60.00 plus Fees according to Application Schedule
<b>PLUMBING:</b>	\$60.00 plus Fees according to Application Schedule
<b>SEWER &amp; WATER INSPECTION FEES:</b>	\$60.00

**BUILDING PERMIT RENEWALS:** 25% OF ORIGINAL APPLICABLE FEE.

**BUILDING STARTED WITHOUT PERMIT:** - \$100.00

**DEMOLITION PERMIT:** \$150.00

**FENCING PERMITS\***: ZONING PERMIT FEE ONLY (\$60.00)

**POOL PERMITS\***: ABOVE-GROUND \$ 75.00 (includes inflatable pools over 24" deep)

IN-GROUND \$ 120.00 PLUS 2 INSPECTIONS

**RE-INSPECTIONS**: \$50.00 EACH

**SIGN PERMIT\***: \$ 0.00 - \$999.00.....\$120.00 (MINIMUM)

AND OVER.....\$120.00 PLUS \$10.00 PER THOUSAND OR PART THEREOF

❖ **BILLBOARD**: \$1,500.00

**ZONING PERMIT FEE**: \$60.00 AND WILL BECOME PART OF THE TOTAL APPLICABLE BUILDING PERMIT FEE  
UNLESS A BUILDING PERMIT WILL NOT BE ISSUED.

(\*Each individual structure requires a separate permit.)

**BUILDING PLAN REVIEW FEES:**

DECKS, POOLS, ACCESSORY BUILDINGS, ETC.....\$ 30.00

TRADES PLAN REVIEW -\$90.00

NEW SINGLE FAMILY LESS THAN 3,500 SQ. FT..... \$ 90.00

NEW SINGLE FAMILY GREATER THAN 3,500 SQ FT.....\$180.00

MULTI FAMILY, COMMERCIAL & INDUSTRIAL .0015 X CONSTRUCTION VALUE OR MINIMUM OF \$240.00

**WATER & WASTE TAP-IN FEES** (paid directly to Genesee County Water & Waste Services)

**RESIDENTIAL SEWER TAP-IN** (NEW HOUSE).....\$3,000.00 per unit for single-family homes (private owners)

**RESIDENTIAL WATER TAP-IN**.....\$2,000.00 per unit for single-family homes (private owners).

**DEVELOPER WATER TAP-IN**.....\$2,000.00 per unit for 1 through 5/\$1,800 per unit for 6 and over.

.....

**RESIDENTIAL SEWER TAP-IN** (WITH EXISTING-WORKING SEPTIC & OWNING PROPERTY 2 OR MORE YEARS)....

\*\$1,500.00 per unit for single-family homes (private owners)

**RESIDENTIAL SEWER TAP-IN** (WITH EXISTING-NONWORKING SEPTIC & OWNING PROPERTY 2 OR MORE YEARS)....

\*Property owners in the Swartz Creek Sewer District--\$1,700.00 per unit plus annual transportation charge of \$10.00.

**DEVELOPER SEWER TAP-IN** (DEVELOPER SUPPLIED INFRASTRUCTURE).....\$2,250.00 per unit.

**OTHER DEVELOPER SEWER TAP-IN**....\$3,000.00 per unit for each of first 5 units, \$2,500.00 for each additional unit.

## ZONING AND PLANNING

**LAND DIVISION APPLICATION:**

- DIVISIONS.....\$100.00 PLUS \$25.00 PER LEGAL DESCRIPTION CREATED
- COMBINATIONS..... \$100.00 PLUS \$25.00 PER PARENT PARCEL TO BE COMBINED

**PLANNED UNIT DEVELOPMENT**

**(PUD)** FEE- 5,000.00- DEPOSIT \$2000. APPLICATION FEE OF \$3,000.00

**RE-ZONING:** FEE-\$3000.00- DEPOSIT.....\$1500.00 APPLICATION FEE OF \$1,500.00)

**SITE PLAN REVIEW:**

**COMMERCIAL, OFFICE, INDUSTRIAL:** DEPOSIT.....\$3,500.00 (INCLUDES APPLICATION FEE OF \$1,000.00)

(GENERALLY COMMERCIAL, OFFICE, INDUSTRIAL)

**AMENDMENTS TO P.C. WITHOUT ENGINEER REVIEW.....\$1,000.00 (FEE ONLY) [approved by Brd 4/8/10]**

**PLAT/SITE REVIEW\*** FOR UNDER 60 SITES: DEPOSIT.....\$3,500.00 (INCLUDES APPLICATION FEE OF \$1,500.00)

(FOR RESIDENTIAL DEVELOPMENT PROJECTS SUCH AS: SUBDIVISION PLATS, SITE CONDOMINIUMS, ETC)

**PLAT/SITE REVIEW\*** FOR 61 + SITES: DEPOSIT.....\$5,000.00 (INCLUDES APPLICATION FEE OF \$1,500.00)

(FOR RESIDENTIAL DEVELOPMENT PROJECTS SUCH AS: SUBDIVISION PLATS, CONDOMINIUMS, ETC)

**MONUMENTS:** In the event the placement of the monuments are not completed at the time of final approval by the Township Board, the proprietor will deposit with the Township Clerk cash, certified check, or irrevocable bank letter of credit made payable to Clayton Charter Township in an amount that will be determined by an estimate of the maximum number of monuments and markers required for the project at the rate of \$50.00 per monument and \$45.00 per lot corner marker, with the minimum charge being no less than \$1,000.00.

\*Requires a two-step review—preliminary and final.

**SPECIAL CONDITIONAL USE:\*\*** (PLANNING COMMISSION CASES)

**HOME OCCUPATION APPLICATION.....\$125.00**

**ALL OTHER SPECIAL CONDITIONAL USE REQUESTS .....\$1,000.00 DEPOSIT \$500.00 APPLICATION FEE OF \$500.00**

**SPECIAL MEETINGS:**

PLANNING COMMISSION.....\$600.00 + APPLICATION FEES, IF APPLICABLE

ZONING BOARD OF APPEALS.....\$500.00 application fee plus \$500.00 deposit if meeting is held on any other day other than the 2<sup>nd</sup> Monday of the month,\* -- if cases are heard on 2<sup>nd</sup> Monday of the month regular fees apply

**TEMPORARY USE PERMIT** granted by Zoning Administrator.....\$ 75.00

**VARIANCE/ZONING ORDINANCE INTERPRETATIONS:** (ZONING BOARD OF APPEALS CASES)

**ZONING CLASS: RESIDENTIAL..... \$300.00**

**RE-ZONING FEE \$150.00 APPLICATION \$150.00 DEPOSIT (10-14-21)**

ALL OTHER ZONING CLASSES..... \$1,000.00 DEPOSIT \$500.00 APPLICATION FEE OF \$500.00)

IF LEGAL FEES ARE APPLICABLE A BILLING WILL FOLLOW AFTER COMPLETION OF MEETING

**SECTION E MISCELLANEOUS CHARGES**

**ADDITIONAL GARBAGE AND RECYCLING BINS- \$65.00**

CHECKS RETURNED NSF (non-sufficient funds- \$45.00

**MOWING FEE: AMOUNT CHARGED TO TOWNSHIP FROM MOWING COMPANY PLUS ADMIN. FEE OF \$35.00**

**SOLICITERS FEE -\$50.00 -( FILL OUT APPLICATION AND GET COPY OF DRIVERS LICENSE)**



**SCHEDULE OF FEES**  
**To be adopted**

A resolution to provide for the establishment of fees and charges for various permits, licenses and certifications that may be required and for costs associated with services rendered.

**SECTION A FEES AND CHARGES**

Fees charges and expenses shall be assessed as part of the application for permits, licenses, certifications, or for services rendered and special considerations given for appeal, to defray expenses incurred in processing such applications or providing services.

**SECTION B DEPOSITS**

Deposits are used to reimburse the Township for costs incurred for all actual and necessary costs connected with administering building permits, land divisions, plan/plat/site reviews, water course licensing and conducting public hearings. Any remainder is returned to the applicant after project has been finalized. In the event of uncollectible moneys due, it will be the Township's policy to place a lien against the property involved in the application.

**SECTION C PROFESSIONAL REVIEW**

Clayton Township, at its discretion reserves the right to enlist any professional services it deems necessary to review or investigate at the expense of the petitioner/applicant.

**SECTION D SCHEDULE OF FEES**

**BENDLE CEMETERY FEES**

**RESIDENT**.....\$150.00 per grave plot

**NON-RESIDENT**..... \$500.00 per grave plot

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**REPURCHASE OF GRAVE LOTS BY TOWNSHIP**..... \$100.00 (less \$25.00 administration fee), upon written request and with proof of ownership. (per Board action of 8/15/2000)

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- ⇒ \$100.00 PER SQUARE FOOT WITH SLAB OR CRAWL SPACE;
- ⇒ \$120.00 PER SQUARE FOOT WITH TYPICAL BASEMENT;
- ⇒ \$75.00 PER SQ. FT. WITH FINISH BASEMENT (FINISHED AREA ONLY)

ADDITIONS WILL BE CHARGED A MIN. OF \$60.00 PER INSPECTION PLUS \$80.00

- A. **ATTACHED GARAGES\*** SHALL BE COMPUTED AT THE RATE OF \$50.00 PER SQ FT.
- B. **DETACHED BUILDINGS\***, OVER 200 SQ FT, SUCH AS: GARAGES, SHEDS AND POLE BUILDINGS SHALL BE COMPUTED AT \$40.00 PER SQ FT OR PORTION THEREOF. AGRICULTURAL-USE BUILDINGS SUBJECT TO ZONING PERMIT ONLY.
- C. **ENCLOSED OR COVERED PORCH\*** SHALL BE COMPUTED AT THE RATE OF \$40.00 PER SQ FT OR PORTION THEREOF.
- D **OPEN DECKS\* AND PORCHES\*** SHALL BE COMPUTED AT THE RATE OF \$40.00.00 PER SQ FT OR PORTION THEREOF. (Minimum fee of \$125.00 FOR 2 INSPECTIONS ONLY ADDITIONAL INSPECTIONS \$60.00
- E **REMODELS** SHALL BE COMPUTED AT THE RATE OF \$80.00 PER SQ FT OR PORTION THEREOF.  
\* INCLUDES ALL MANUFACTURED, MOBILE, AND MODULAR HOMES ERECTED IN ANY ZONING DISTRICT

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- ⇒ 0 – 5,000 SQUARE FEET.....\$100.00 PER SQUARE FOOT

**PERMIT FEES:**

<b>COMMERCIAL*:</b>	\$0 - \$10,000.....	\$400.00 (minimum fee)
<b>INDUSTRIAL*:</b>	\$10,000 and over.....	\$400.00 plus \$10.00 for each additional \$1,000 or part thereof

**Building Permits for single family homes and condominiums include six (6) inspections:**

<b>RESIDENTIAL*:</b>	\$0 - \$1,000.....	\$60.00 (minimum fee)
	\$1,000 and over.....	\$60.00 plus \$8.00 for each additional \$1,000 or part thereof
<b>ELECTRICAL:</b>	\$60.00 plus Fees according to Application Schedule	
<b>MECHANICAL:</b>	\$60.00 plus Fees according to Application Schedule	
<b>PLUMBING:</b>	\$60.00 plus Fees according to Application Schedule	
<b>SEWER &amp; WATER INSPECTION FEES:</b>	\$60.00	

**BUILDING PERMIT RENEWALS:** 25% OF ORIGINAL APPLICABLE FEE.

**BUILDING STARTED WITHOUT PERMIT:** - \$100.00

**DEMOLITION PERMIT:** \$150.00

**FENCING PERMITS\***: ZONING PERMIT FEE ONLY (\$60.00)

**POOL PERMITS\***: ABOVE-GROUND \$ 75.00 (includes inflatable pools over 24" deep)

IN-GROUND \$ 120.00 PLUS 2 INSPECTIONS

**RE-INSPECTIONS**: \$60.00 EACH

**SIGN PERMIT\***: \$ 0.00 - \$999.00.....\$120.00 (MINIMUM)

AND OVER.....\$120.00 PLUS \$10.00 PER THOUSAND OR PART THEREOF

❖ **BILLBOARD**: \$1,500.00

**ZONING PERMIT FEE**: \$60.00 AND WILL BECOME PART OF THE TOTAL APPLICABLE BUILDING PERMIT FEE  
UNLESS A BUILDING PERMIT WILL NOT BE ISSUED.

(\*Each individual structure requires a separate permit.)

**BUILDING PLAN REVIEW FEES:**

DECKS, POOLS, ACCESSORY BUILDINGS, ETC.....\$ 30.00

**TRADES PLAN REVIEW -**\$150.00

NEW SINGLE FAMILY LESS THAN 3,500 SQ. FT..... \$ 100.00

NEW SINGLE FAMILY GREATER THAN 3,500 SQ FT.....\$180.00

MULTI FAMILY, COMMERCIAL & INDUSTRIAL .0015 X CONSTRUCTION VALUE OR MINIMUM OF \$240.00

**WATER & WASTE TAP-IN FEES** (paid directly to Genesee County Water & Waste Services)

RESIDENTIAL SEWER TAP-IN (NEW HOUSE).....\$3,000.00 per unit for single-family homes (private owners)

RESIDENTIAL WATER TAP-IN.....\$2,000.00 per unit for single-family homes (private owners).

DEVELOPER WATER TAP-IN.....\$2,000.00 per unit for 1 through 5/\$1,800 per unit for 6 and over.

.....

RESIDENTIAL SEWER TAP-IN (WITH EXISTING-WORKING SEPTIC & OWNING PROPERTY 2 OR MORE YEARS)....

\*\$1,500.00 per unit for single-family homes (private owners)

RESIDENTIAL SEWER TAP-IN (WITH EXISTING-NONWORKING SEPTIC & OWNING PROPERTY 2 OR MORE YEARS)....

\*Property owners in the Swartz Creek Sewer District--\$1,700.00 per unit plus annual transportation charge of \$10.00.

DEVELOPER SEWER TAP-IN (DEVELOPER SUPPLIED INFRASTRUCTURE).....\$2,250.00 per unit.

OTHER DEVELOPER SEWER TAP-IN....\$3,000.00 per unit for each of first 5 units, \$2,500.00 for each additional unit.

## ZONING AND PLANNING

**LAND DIVISION APPLICATION:**

- DIVISIONS.....\$100.00 PLUS \$25.00 PER LEGAL DESCRIPTION CREATED
- COMBINATIONS..... \$100.00 PLUS \$25.00 PER PARENT PARCEL TO BE COMBINED

**PLANNED UNIT DEVELOPMENT**

**(PUD)** FEE- 5,000.00- DEPOSIT \$2000. APPLICATION FEE OF \$3,000.00

**RE-ZONING:** FEE-\$3000.00- DEPOSIT.....\$1500.00 APPLICATION FEE OF \$1,500.00)

**SITE PLAN REVIEW:**

**COMMERCIAL, OFFICE, INDUSTRIAL:** DEPOSIT.....\$3,500.00 (INCLUDES APPLICATION FEE OF \$1,000.00)

( GENERALLY COMMERCIAL, OFFICE, INDUSTRIAL)

**AMENDMENTS TO P.C. WITHOUT ENGINEER REVIEW.....\$1,000.00 (FEE ONLY) [approved by Brd 4//8/10]**

**PLAT/SITE REVIEW\*** FOR UNDER 60 SITES: DEPOSIT.....\$3,500.00 (INCLUDES APPLICATION FEE OF \$1,500.00)

( FOR RESIDENTIAL DEVELOPMENT PROJECTS SUCH AS: SUBDIVISION PLATS, SITE CONDOMINIUMS, ETC)

**PLAT/SITE REVIEW\*** FOR 61 + SITES: DEPOSIT.....\$5,000.00 (INCLUDES APPLICATION FEE OF \$1,500.00)

(FOR RESIDENTIAL DEVELOPMENT PROJECTS SUCH AS: SUBDIVISION PLATS, CONDOMINIUMS, ETC)

**MONUMENTS:** In the event the placement of the monuments are not completed at the time of final approval by the Township Board, the proprietor will deposit with the Township Clerk cash, certified check, or irrevocable bank letter of credit made payable to Clayton Charter Township in an amount that will be determined by an estimate of the maximum number of monuments and markers required for the project at the rate of \$50.00 per monument and \$45.00 per lot corner marker, with the minimum charge being no less than \$1,000.00.

\*Requires a two-step review—preliminary and final.

**SPECIAL CONDITIONAL USE:\*\*** (PLANNING COMMISSION CASES) COMMERCIAL FEE \$1500.00 ( APPLICATION FEE \$1000.00 DEPOSIT FEE \$500.00)

**HOME OCCUPATION APPLICATION.....\$125.00**

**ALL OTHER SPECIAL CONDITIONAL USE REQUESTS .....\$1,000.00 DEPOSIT \$500.00 APPLICATION FEE OF \$500.00)**

**SPECIAL MEETINGS:**

PLANNING COMMISSION.....\$600.00 + APPLICATION FEES, IF APPLICABLE

ZONING BOARD OF APPEALS.....\$500.00 application fee plus \$500.00 deposit if meeting is held on any other day other than the 2<sup>nd</sup> Monday of the month.\* -- if cases are heard on 2<sup>nd</sup> Monday of the month regular fees apply

**TEMPORARY USE PERMIT** granted by Zoning Administrator.....\$ 75.00

**VARIANCE/ZONING ORDINANCE INTERPRETATIONS:** (ZONING BOARD OF APPEALS CASES)

**ZONING CLASS: RESIDENTIAL..... \$400.00**

**RE-ZONING FEE \$100.00 APPLICATION \$300.00 DEPOSIT**

ALL OTHER ZONING CLASSES..... \$1,000.00 DEPOSIT \$500.00 APPLICATION FEE OF \$500.00)

IF LEGAL FEES ARE APPLICABLE A BILLING WILL FOLLOW AFTER COMPLETION OF MEETING

**SECTION E MISCELLANEOUS CHARGES**

**ADDITIONAL GARBAGE AND RECYCLING BINS- \$65.00**

CHECKS RETURNED NSF (non-sufficient funds- \$45.00

**MOWING FEE: AMOUNT CHARGED TO TOWNSHIP FROM MOWING COMPANY PLUS ADMIN. FEE OF \$35.00**

**SOLICITERS FEE -\$50.00 -( FILL OUT APPLICATION AND GET COPY OF DRIVERS LICENSE)**

**(FOOD TRUCKS \$150.00 FOR 45 DAYS)**

## SECTION 8.00

## EMPLOYEE BENEFITS

### 8.1 Insurance

1. *Medical and Life Insurance:* Only full-time employees are eligible for medical and life insurance. Information may be obtained from the Township Clerk.
2. *Short-Term Disability Insurance*
  - a. If a full-time employee is disabled from work due to accident or illness for more than seven (7) days, he/she may receive up to 65% of their normal compensation subject to the conditions of the insurance contract, for up to 13 weeks. If additional, unpaid time is needed, such a request must be presented to the Township Board, which reserves the right to use its sole discretion in granting such requests based on the totality of the circumstances.
  - b. A health examination by a physician designated by the Township may be required before an employee may return to work after being on medical leave. Please refer to the "Family/Medical Leave Policy" found in this Section of the Employee Manual.
3. *Long-Term Disability Insurance:* An employee may apply for Long-Term Disability Ins
4. *Workers Compensation insurance* All employees are covered by Workers Compensation Insurance for work-related illnesses and injuries. All injuries, even minor ones, must be reported to the Township Supervisor.
5. *Pension:* full time *employee* shall be vested after one (1) year of service and after one (1) year of service for elected officials.

8.2 Vacation The following schedule allows paid vacation time for employees based on full or part time employment and length of service to the township:

#### Full-Time Employees

One (1) year service = One (1) week vacation  
Two (2) years' service = Two (2) weeks' vacation  
Seven (7) years' service = Three (3) weeks' vacation  
Twelve (12) years' service = Four (4) weeks' vacation

#### Part-Time Employees:

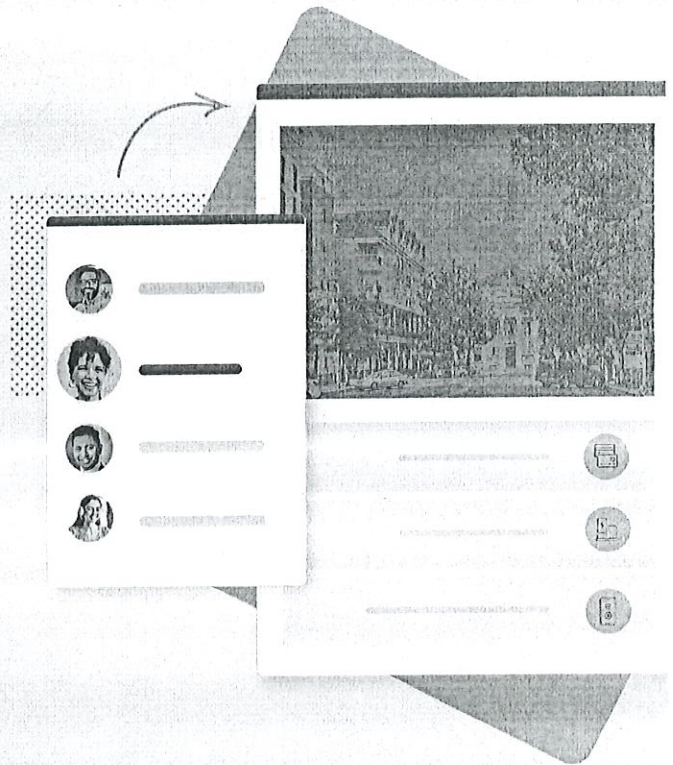
Two (2) years' service = One (1) week vacation  
Five (5) years' service = Two (2) weeks' vacation  
Seven (7) years' service = Three (3) weeks' vacation



# BS&A Payments

Streamlined payments for municipalities and their residents

For municipalities that invoice residents for taxes, utilities, and other civic fees, BS&A Payments offers a more efficient way to accept payments electronically, online, and over the counter. Native to BS&A's core software and online resident-facing platform, BS&A Payments improves workflows and reconciliation processes for staff and expands value for residents.



## Designed Specifically for How Municipalities Operate.



### Real-time Payment Processing

Real-time transaction processing and posting for taxes, utilities, and other civic fees. Seamless ERP integration eliminates manual data entry and file imports, minimizing manual processes and potential for error.



### Automated Reconciliation

Streamlined bank reconciliation creates time savings, allowing municipal staff to focus on higher value initiatives.



### Centralized Transaction Data

All electronic payments data is accessible directly from BS&A's core platform, providing transaction level detail in a unified interface.



### Modernize Your Payments Acceptance

Position your municipality as tech-enabled and forward-thinking by offering residents the most modern payment methods, both in person and online.



### All-Inclusive Pricing

All-inclusive, flat-rate pricing eliminates hidden or unexpected fees and simplifies the budget forecasting process. No need to worry about fees for setup, monthly minimums, statements, recurring payments, PCI compliance, chargebacks, or batches.

# Focusing on the Resident Experience.

Turning what was once a chore into a seamless journey, BS&A Payments was built with residents in mind.



### Single Login for BS&A Online

A single user account streamlines access to electronic payments and other citizen engagement tools, all under one roof.



### Ease of Use

The user-friendly, mobile responsive, and accessible interface ensures all residents can make payments easily from anywhere.



### Autopay Capability

Allows residents to configure ongoing automatic payments, ensuring they never miss a due date, and reducing late payments to the municipality.



### Security and Compliance.

Processing in a PCI Level 1 compliant environment ensures the security of resident, municipality, and payment transaction data.



### Automatic Card Updates

Embedded Card Account Updater capabilities maintain up-to-date credit and debit card information when resident cards expire or are replaced, reducing payment disruption.

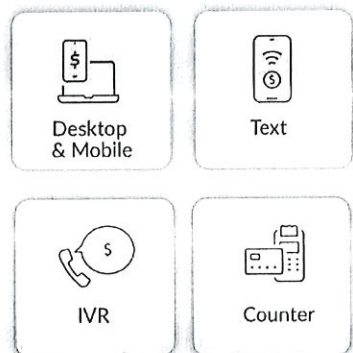
### Comprehensive Payment Options

BS&A Payments accepts:



### Extensive Payment Channels

Ability to pay invoices:



## See BS&A Payments in Action

See for yourself how BS&A Payments streamlines payments for municipalities and their residents.

[Watch a demo](#)

Ready to take the next step? (855) 272-7638 | [paymentsinfo@bsasoftware.com](mailto:paymentsinfo@bsasoftware.com)







# BS&A Payments Pricing

## Streamlining Municipal Payments

Revolutionize How Your Municipality Handles Transactions



### Modern User Experience

Enjoy an intuitive, mobile-friendly interface for seamless payments. A tech-savvy payment platform.



### Single Identity

Single identity with BS&A Online improves property searches and payments, enhancing user experience and reducing support needs and payment issues!



### Seamless Integration

For BS&A Cloud customers, funds flow seamlessly from the time of payment to the ERP suite of modules, eliminating the need for manual work and translating to cost savings.



### Multiple Payment Options

BS&A Payments accepts credit cards, debit cards, ACH, and in-person payments to suit everyone's preferences.

## "All-Inclusive", Flat Rate Pricing

Straightforward pricing means accepting all credit cards including American Express.

### BS&A Payments Pricing

Credit Card	ACH
Resident Pays	Resident Pays
Property Tax: 2.80% + \$0.50 per transaction	\$3 per transaction up to \$1,000
Utility Billing: 2.95% + \$0.50 per transaction	\$6 per transaction up to \$5,000
Miscellaneous: 2.95% + \$0.50 per transaction	\$12 per transaction above \$5,000

## Eliminate Hidden or Unexpected Fees

No need to worry about fees for set up, monthly minimums, statements, tokenization, PCI compliance, chargeback, or batches.



# 2025 MTA CAPITAL CONFERENCE

MARCH 4  
LANSING CENTER

REGISTER ONLINE AT MICHIGANTOWNSHIPS.ORG

## Learn.

The final months of the 2024 legislative session were filled with policy discussions and legislative challenges. And the November election also brought a change in control of the Michigan House of Representatives.

Join us in March for MTA's 2025 Capital Conference, where you will learn about the new laws taking effect, along with new legislation at the state level, that impact township government. The Capital Conference gives you a direct line to legislators, state departments and MTA policy experts, allowing you to learn more, ask questions and gain insights into the changes impacting you as a township official, your township authority—and your residents.

### What we have planned

During this full-day event, our expert speakers will share what you need to know on legislative measures enacted in 2024. We also plan to have legislative panelists share priorities for the 2025 session—including local government priorities, caucus priorities and how the change in political control impacts the legislative process.

## Advocate.

## Engage.

## Influence.

Breakout sessions will further highlight important topics about what you need to know on the new laws and programs being implemented. Session descriptions and an agenda will be available on MTA's website in January.

You will also have the opportunity to meet with and discuss township priorities with your legislators. Upon registration, your state representative and senator will be invited to join us during a networking luncheon—to provide an opportunity for you to continue to build your vitally important relationship with those who represent your community at the state Capitol.

Join us on March 4 to learn, engage, advocate and influence the legislative process on behalf of your township and all townships across the state.



## 2025 Capital Conference Registration Form

Township & County

Name & Title

Email

Name & Title

Email

Name & Title

Email

Payment must accompany form in order to be processed.

Check enclosed (payable to MTA)     Charge to: (circle one) MasterCard    VISA

Card #

Expires

Print Card Holder's Name

CSV 3-digit

Signature

- EARLY-BIRD rate: \$90 For paid registrations received by Jan. 26
- REGULAR rate: \$110 For paid registrations received after Jan. 26
- ON-SITE rate: \$130 For paid registrations received after Feb. 14

# of Persons	Registration Fee	Total
_____	x _____	= _____

Find MTA room block information, driving directions and parking details at <https://michigantownships.org/advocacy/capital-conf/>  
Discounted rates available at the Courtyard By Marriott Lansing Downtown when booking before Feb. 17.

### Cancellations & Substitutions

Written cancellation requests received at the MTA office by Feb. 14 will receive a full refund. No refunds will be issued thereafter. You may substitute another individual from your township for your registration at any time without incurring a charge; please notify MTA of the change.

Send your completed registration form with payment to MTA, P.O. Box 80078, Lansing, MI 48908-0078; fax: (517) 321-8908.  
Or register online at [www.michigantownships.org](http://www.michigantownships.org). Questions? Call (517) 321-6467, ext. 236 or email [katie@michigantownships.org](mailto:katie@michigantownships.org).

TOTAL DEPT	January 2025 Monthly Individual Reports																															TOTALS	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31		
Service Complaint	3	3	2	3	4	6	4	4	2	5	7	7	7	1	5	3	1	5	1	3	3	1	3	4	3	3	4	4	5	5	2	113	
Felony Arrest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1		
Misd. Arrest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	4		
Warrant Arrest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1		
PDA	0	0	0	0	0	1	0	0	0	0	0	1	2	1	0	0	0	1	0	0	1	0	0	0	1	1	0	0	1	0	10		
PIA	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	2		
Business Check	8	9	12	26	22	12	10	22	19	13	11	17	1	20	11	10	25	24	24	8	9	2	32	13	19	17	24	1	18	29	18	487	
Subdivision Ck	38	29	45	44	38	42	42	39	43	42	42	42	45	44	40	34	45	45	45	44	44	37	44	69	42	43	38	44	39	41	45	37	1307
Vacation	0	0	0	0	0	7	0	0	0	5	5	0	0	0	0	9	0	0	0	0	8	0	0	0	8	1	0	0	0	9	0	0	52
Parking Enforcement	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Civil Infraction	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	2	2	6	
Misdemeanor	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2	
CMV	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0	0	
Warning (traffic)	0	0	3	0	0	0	0	1	1	0	0	0	2	0	0	0	1	0	0	0	0	0	0	0	0	0	0	1	3	1	1	15	
Assist	0	0	0	2	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	1	1	7	
TOTALS	49	41	63	75	64	68	56	66	65	66	65	67	56	68	56	56	72	76	70	55	58	47	104	67	67	59	75	48	80	83	68	2007	



Officer	Days	January 2025 Monthly Individual Reports									
		CFS	Accidents	Arrests	Police Assists	Tickets	CMV	Traffic Warnings	Vacation Checks		
Chief Brown		0	0	0	0	0	0	0	0	0	
Sgt. Belanger		0	0	0	0	0	0	0	0	0	
Ofc. Chapko	15	22	3	4	1	2	0	4	0	0	
Ofc. Davidson	16	20	5	0	1	0	0	3	0	0	
Ofc. Golidy	14	44	1	0	0	0	0	0	52	0	
Ofc. Lee	16	21	3	2	5	4	0	8	0	0	
Ofc. Oginsky	1	2	0	0	0	0	0	0	0	0	
	0	0	0	0	0	0	0	0	0	0	
Ofc. Stallings	3	4	0	0	0	0	0	0	0	0	
		0	0	0	0	0	0	0	0	0	
<b>TOTALS</b>	65	113	12	6	7	6	0	15	52	0	



