



**Pamela Colestock – Mayor**  
**William Steele – Mayor Pro Tem**  
**Suzanne Politza – Councilwoman**  
**Stacey Robison – Council-at-Large**  
**Ken Nicholas – Councilman**

**200 S. Main Street**  
**Eaton Rapids, MI 48827**  
**(517) 663-8118**  
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**[www.cityofeatonrapids.com](http://www.cityofeatonrapids.com)**

**Yvonne Ridge – City Manager**  
**Laura Boomer – City Clerk**  
**Larry Joe Weeks – Police Chief**  
**Roger McNutt – Fire Chief**  
**Marrie Jo Carr – Treasurer**  
**LeRoy Hummel – Building Official**  
**Rob Pierce – Public Works/Utilities Director**  
**Randy Jewell – City Assessor**  
**Corey Cagle – Director of Parks,  
Recreation & Events**

## **CITY COUNCIL MEETING AGENDA**

**December 27, 2022**  
**7:00 p.m.**  
**City Hall**

- 1. CALL TO ORDER.**
- 2. ROLL CALL.**
- 3. PLEDGE OF ALLEGIANCE.**
- 4. INVOCATION.**
- 5. APPROVAL OF THE AGENDA.**
- 6. APPROVAL OF THE MINUTES OF December 12, 2022 COUNCIL WORK SESSION MEETING.**
- 7. APPROVAL OF THE MINUTES OF December 12, 2022 COUNCIL MEETING.**
- 8. APPROVAL OF CHECK DISBURSEMENTS TOTALING \$584,437.18.**
- 9. CITIZEN COMMENTS AND QUESTIONS**
- 10. UNFINISHED AND SPECIAL BUSINESS**
- 11. ITEMS OF BUSINESS.**
  - a. Construction Building Board of Appeals Appointment. Reappoint Marty Backofen to the Construction Building Board of Appeals for a term ending January 31, 2026.
  - b. Planning Commission Appointment. Reappoint Paul Wegner to the Planning Commission for a term ending January 31, 2026.
  - c. Planning Commission Appointment. Reappoint Richard Loftus to the Planning Commission for a term ending January 31, 2026.
  - d. Planning Commission Appointment. Appoint Darren Tanner to the Planning Commission for a term ending January 31, 2026.
  - e. Parks and Recreation Subcommittee Appointment. Reappoint David Ford to the Parks and Recreation Subcommittee for a term ending December 31, 2025.
  - f. Parks and Recreation Subcommittee Appointment. Reappoint Brian Lorente to the Parks and Recreation Subcommittee for a term ending December 31, 2025.
  - g. Eaton Rapids Area District Library Board Appointment. Appoint Krysta McGee to the Eaton Rapids Area District Library Board for a term ending December 31, 2026.
  - h. Resolution 2022-19. Adopt Resolution 2022-19 Establishing MERS Defined Contribution Retirement Plan.

## 12. CITIZEN COMMENTS AND QUESTIONS

### 13. REPORTS.

- a. Fire Chief, Police Chief, City Manager
- b. Council Members.
- c. Mayor

### 14. ADJOURNMENT.

#### **ADDRESSING THE CITY COUNCIL**

This item on the agenda is for the public to present comments or questions to City Council regarding any topic. Anyone wishing to speak should raise their hand and when recognized by the Mayor, should stand, come to the microphone, give their name, and address and proceed with their comments or questions. In the interest of time, citizens may be limited **to five minutes** to present their comments or ask questions.

#### **NEXT MEETING**

Monday, January 9, 2023

#### **Boards and Commissions Openings:**

Local Development Finance Authority

Zoning Board of Appeals

Local Officers Compensation Commission

**December 12, 2022**  
**City Council Worksession**

A Worksession of the Eaton Rapids City Council was held at City Hall, 200 S. Main Street, on December 12, 2022, at 5:00 p.m.

Present were Mayor Colestock and Councilpersons Steele, Nicholas, and Politza. Robison was absent and excused.

Administrative Staff Present were City Manager Ridge, Clerk Boomer, Treasurer Carr, Fire Chief McNutt, DPW Director Pierce, City Attorney Harkness, and Police Chief Weeks.

Purpose of the meeting was a worksession. Notice of the meeting was duly given.

Mayor Colestock called the meeting to order at 5:00 p.m.

**Public Comments:** None

**Unfinished and Special Business:** None

**New Business:**

1. Mayor Colestock presented information on the Operating Engineers' Local No. 324 Contract. She advised that attended one of the meetings. City Manager Ridge reviewed the tentative agreement. The Union has ratified the agreement. It is on the formal agenda for approval.
2. City Manager Ridge presented and reviewed with Council the corrective action plan monitoring-pension. She hopes to be 60% funded by 2026. It is on the formal agenda for approval.
3. City Manager Ridge presented and reviewed with Council the corrective action plan monitoring-OPEB. She believes the City will be 40% funded in ten years. It is on the formal agenda for approval.
4. City Manager Ridge advised that she met with Roy Davis about the State street Dam. He advised that he is planning to move forward with removing the State Street Dam and reduce water levels if the City doesn't agree to a maintenance fee agreement. Clerk Boomer reviewed the Interconnection Agreement facility improvement requirements. City Manager Ridge will respond in writing to Mr. Davis.
5. City Manager Ridge initiated a discussion on the Hometown Christmas Event. She requested that Council send feedback about the event to her so she can share at the recap meeting. There is an employee Christmas Lunch scheduled for the 22<sup>nd</sup>. City Hall will be closed for 2 hours. Council is invited as well.
6. City Manager Ridge discussed the appreciation gifts with Council. They would be purchased with donated funds. City Attorney Harkness advised that his office would like to contribute.
7. DPW/Utilities Director Pierce provided an update on the Well Head Protection Plan. Peerless has provided a quote to complete the report. It is due by December 31<sup>st</sup> and Pierce advised it would be submitted late.
8. Treasurer Carr presented and reviewed the November financial report.
9. City Manager Ridge provided an update to the audit status. Treasurer Carr contributed. The audit is complete, and the financial statements have just been received for review. The 20/21 single audit is nearing completion.

**Public Comments:**

City Attorney Harkness reported on the use of cemetery property for other things. The sale of cemetery property would require a Charter provision and a vote of the people. City Manager Ridge is looking into

moving the dog park. She will work with Building Official Hummel on alternate locations. Ridge will notify Eaton Pines that the property cannot be sold.

Chief Weeks advised the vandalism to G.A.R. Island Park is under investigation. They are close to solving the investigation.

Ridge advised the streetlight on McArthur River Drive has been installed. The pump has been retrieved and will be reinstalled. Insurance will cover the damage/costs.

Harkness reported that the Horner Mill Property lawsuit is ready to be refiled. Ridge met with Eaton County and the Land Bank Program about funds to assist with demolition.

Steele moved, Politza seconded, PASSED, to adjourn.  
The meeting adjourned at 6:35 p.m.

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Pamela Colestock, Mayor

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Laura Boomer, City Clerk

**December 12, 2022**  
**City Council Meeting**

A regular meeting of the Eaton Rapids City Council was held at City Hall, 200 S. Main Street, on December 12, 2022, at 7:00 p.m.

Mayor Colestock called the meeting to order at 7:00 p.m.

Present were Mayor Colestock and Councilpersons Steele, Nicholas, and Politza. Robison was absent and excused.

The Pledge of Allegiance was recited.

The invocation was given by Pastor Jim Riley of Eaton Rapids Assembly of God.

Steele moved, Politza seconded, PASSED, to approve the agenda.

Steele moved, Politza seconded, PASSED, to approve the November 28, 2022 Worksession Minutes .

Steele moved, Nicholas seconded, PASSED, to approve the November 28, 2022 Council Meeting Minutes.

Steele moved, Nicholas seconded, PASSED, to approve the disbursements totaling \$498,268.77.

**Public Comments:**

Percy Watson, 211 McArthur River Dr., thanked Council for allowing his goose fence and for installing a streetlight on his street.

**Unfinished/Special Business:** None

**Items of Business:**

- a. Steele moved, Nicholas seconded, PASSED, to approve the 2023 City Council Meeting dates.
- b. Steele moved, Politza seconded, to Adopt Resolution 2022-17 Poverty Exemption 2023.  
PASSED by roll call vote:  
Yeas: Nicholas, Politza, Steele, Colestock  
Nays: 0  
Absent: Robison
- c. Steele moved, Nicholas seconded, to Adopt Resolution 2022-18 Establishing MERS Signatories.  
PASSED by roll call vote:  
Yeas: Steele, Nicholas, Politza, Colestock  
Nays: 0  
Absent: Robison
- d. Steele moved, Nicholas seconded, PASSED, to approve the Corrective Action Plan Monitoring Plan-Pension.
- e. Steele moved, Nicholas seconded, PASSED, to approve the Corrective Action Plan Monitoring Plan-OPEB.

- f. Steele moved, Nicholas seconded, to approve the Operating Engineers' Local 324 Contract. PASSED by roll call vote:  
Yeas: Politza, Steele, Colestock, Nicholas  
Nays: 0  
Absent: Robison

**Public Comments:**

Dale Erion, 1015 Hall St., thanked electric crews for lights behind Downtown businesses along Hall St. Commented on snow removal around hydrants.

**Reports:**

- a. Staff-  
Fire Chief McNutt thanked Mayor Colestock for attending the Fire Department Christmas Party. City Manager Ridge thanked Council for the opportunity to work at the City. She thanked staff for their work.
- b. Council-  
Councilwoman Politza wished everyone a Merry Christmas and a Happy and Safe New Year. Councilman Steele commented that the holiday lights around the City look great. He thanked DPW and staff for their efforts decorating the City. He thanked the Downtown businesses for decorating the Downtown.
- c. Mayor-  
Mayor Colestock reported that she attended the ambulance meeting and felt it was a positive meeting. They discussed the current ambulance contract that goes through 2024. The COG Recycling Committee is planning a tour of the Sunfield facility. She advised that City Attorney Harkness is working on an interlocal agreement for Oakridge Park. She reported that DDA is meeting with Main Street in January to discuss the City's Main Street focus. LDFA is looking at signage for the industrial parks. The next Council meeting will be Tuesday, December 27<sup>th</sup>. She wished everyone a Merry Christmas.

Steele moved, Politza seconded, PASSED, to adjourn.  
The meeting adjourned at 7:27 p.m.

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Pamela Colestock, Mayor

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Laura Boomer, City Clerk



CITY OF EATON RAPIDS

PAYABLES REPORT FOR DECEMBER 27, 2022

ACCOUNTS PAYABLE CHECKS – CHECKS 156425 – 156497 = \$90,869.69

PAYROLL CHECKS – PAYDATE DECEMBER 22, 2022 - \$92,088.46

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DECEMBER 15, 2022 – ACH – GRAND RIVER POWER COMPANY - \$4581.00

DECEMBER 15, 2022 – ACH – EATON RAPIDS SOLAR - \$2636.40

DECEMBER 19, 2022 – ACH – MPPA - \$217,706.11

DECEMBER 25, 2022 – ACH – MPPA - \$66,263.13

DECEMBER 26, 2022 – ACH – MPPA - \$110,292.39

TOTAL CHECKS - \$182,958.15

TOTAL ACH - \$401,479.03

**TOTAL DISBURSEMENTS THIS PERIOD - \$584,437.18**

CHECK DISBURSEMENT REPORT FOR EATON RAPIDS  
CHECK NUMBER 156425 - 156497

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/27/2022	GEN	156425	AB DICK/HC BERGER COMPANY	COPY MACHINE METER READ INV# 21AR1346	101.301.73100	12.84
		156425		COPY MACHINE METER READ INV# 21AR1346	101.336.73000	12.83
						25.67
12/27/2022	GEN	156426	ADVANCE AUTO PARTS	AUTO PARTS	101.441.93400	52.32
12/27/2022	GEN	156427	AMAZON	PPE JACKET FOR ROB	598.538.74200	65.57
12/27/2022	GEN	156428	AMAZON	PHONE CASE & SCREEN PROTECTOR AND IPA	101.253.74400	13.99
		156428		PHONE CASE & SCREEN PROTECTOR AND IPA	208.691.74400	27.98
						41.97
12/27/2022	GEN	156429	AMAZON	SANTA LETTER ENVELOPES/SEALS	208.691.74405	39.89
12/27/2022	GEN	156430	AMAZON	STARTER FOR GATOR DPW	101.441.93200	65.40
12/27/2022	GEN	156431	AMAZON	MORE SANTA ENVELOPES/STAMPS	208.691.74405	39.89
12/27/2022	GEN	156432	AMERICAN RENTALS	DPW PORTABLE TOILET	598.538.93210	119.00
12/27/2022	GEN	156433	BARYAMES CLEANERS, INC.	DRYCLEANING	101.301.74200	49.85
12/27/2022	GEN	156434	C2AE	MISC ENGINEERING SERVICES - AUDIT REV	598.556.81100	191.05
12/27/2022	GEN	156435	C2AE	GAR ISLAND PARK AND RIVER TRAIL IMPRO	101.299.81800	9,091.30
		156435		GAR ISLAND PARK AND RIVER TRAIL IMPRO	598.538.81700	6,060.87
						15,152.17
12/27/2022	GEN	156436	C2AE	HALL ST KNIGHT-KING	202.463.81100	7,047.54
12/27/2022	GEN	156437	CHRIS GARRISON	ELECTRICAL INSPECTIONS AND MILEAGE	249.371.81700	446.25
12/27/2022	GEN	156438	CINTAS FIRST AID & SAFETY #325	FIRST AID SUPPLIES	101.336.74401	62.06
		156438		FIRST AID SUPPLIES	101.441.74401	3.79
		156438		FIRST AID SUPPLIES	598.528.74401	18.35
		156438		FIRST AID SUPPLIES	598.538.74401	3.79
		156438		FIRST AID SUPPLIES	598.556.74401	45.98
						133.97
12/27/2022	GEN	156439	CONSUMERS ENERGY	GAS BILL 301 MARKET ST. UNIT (NOV)	598.538.92100	107.37
12/27/2022	GEN	156440	CONSUMERS ENERGY	GAS BILL 300 MARKET ST. ( DEC )	598.528.92100	2,012.21
12/27/2022	GEN	156441	CONSUMERS ENERGY	PSB GAS BILL INV# 204478338854	101.301.92100	644.75
		156441		PSB GAS BILL INV# 204478338854	101.336.92100	644.75
						1,289.50
12/27/2022	GEN	156442	CONSUMERS ENERGY	GAS BILL 700 CANAL ST. WTP (DEC)	598.556.92100	664.35
12/27/2022	GEN	156443	CONSUMERS ENERGY	GAS BILL 100 HOWE DR. (DEC)	208.691.92100	16.00
12/27/2022	GEN	156444	CONSUMERS ENERGY	GAS BILL 112 E.HAMLIN ST. (DEC)	208.691.92100	94.57



CHECK DISBURSEMENT REPORT FOR EATON RAPIDS  
 CHECK NUMBER 156425 - 156497

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/27/2022	GEN	156445	CONSUMERS ENERGY	GAS BILL 301 MARKET ST. UNIT C (DEC)	598.538.92100	383.83
12/27/2022	GEN	156446	CONSUMERS ENERGY	GAS BILL 700 CANAL ST. WTP (DEC)	598.556.92100	102.42
12/27/2022	GEN	156447	CONSUMERS ENERGY	GAS BILL 301 MARKET ST UNIT A (DEC)	101.441.92100	855.73
12/27/2022	GEN	156448	CONSUMERS ENERGY	NATURAL GAS- CITY HALL	101.299.92100	600.72
12/27/2022	GEN	156449	CSI EMERGENCY APPARATUS, LLC	ROCKER SWITCH FOR PTO AND GENERATOR	101.336.93400	102.66
12/27/2022	GEN	156450	DEWPOINT	MICROSOFT MONTHLY- NOV 2022	101.299.81700	7.37
12/27/2022	GEN	156451	DOWDING INDUSTRIES	C & I PRESCRIPTIVE - DOWDING 449 MARL	598.538.92320	1,000.00
12/27/2022	GEN	156452	EATON RAPIDS PUBLIC SCHOOLS	PRESCRIPTIVE PROGRAM - OPTIMIZATION	598.538.92320	2,250.00
12/27/2022	GEN	156453	EATON RAPIDS PUBLIC SCHOOLS	FUEL - NOVEMBER	101.301.74100	737.20
		156453		FUEL - NOVEMBER	101.336.74100	582.88
		156453		FUEL - NOVEMBER	101.441.74100	1,067.15
		156453		FUEL - NOVEMBER	208.691.74100	457.35
		156453		FUEL - NOVEMBER	249.371.74100	44.71
		156453		FUEL - NOVEMBER	598.538.74100	692.74
		156453		FUEL - NOVEMBER	598.556.74100	449.74
						4,031.77
12/27/2022	GEN	156454	EGL E MICHIGAN DEPT. OF	WATER SAMPLING	598.556.74900	138.00
12/27/2022	GEN	156455	ELHORN ENGINEERING COMPANY	7661-30 LIQUFIED AQUADENE 30 GAL	598.556.74600	1,260.00
12/27/2022	GEN	156456	ETNA SUPPLY COMPANY	PJA5-13-NL 3/4"PJ X IP PACK JOINT	598.556.75200	114.00
12/27/2022	GEN	156457	ETNA SUPPLY COMPANY	WILO 1 1/2" 2760195 HV FNPT FLANGE K	598.556.75200	190.46
12/27/2022	GEN	156458	GRANGER CONTAINER SERVICE, INC	TRASH REMOVAL FOR WTP 700 S. CANAL AN	101.441.94200	98.20
		156458		TRASH REMOVAL FOR WTP 700 S. CANAL AN	598.528.94200	80.80
		156458		TRASH REMOVAL FOR WTP 700 S. CANAL AN	598.556.94200	88.59
						267.59
12/27/2022	GEN	156459	GRANGER CONTAINER SERVICE, INC	TRASH SERVICE	101.265.77600	55.98
12/27/2022	GEN	156460	GRANGER CONTAINER SERVICE, INC	TRASH REM FOR CEMET. 4500 WEST ST _4Y	101.276.94200	83.22
12/27/2022	GEN	156461	GRANGER CONTAINER SERVICE, INC	PSB DUMPSTER INV# 24843371	101.301.93100	31.62
		156461		PSB DUMPSTER INV# 24843371	101.336.93100	31.62
						63.24
12/27/2022	GEN	156462	GREAT LAKES WINDOW CLEANING	WINDOW CLEANING- INSIDE AND OUT	101.265.77600	55.00
12/27/2022	GEN	156463	GREAT LAKES WINDOW CLEANING	IN & OUT WINDOW CLEANING INV# 9406221	101.301.77600	35.00
12/27/2022	GEN	156464	GREATAMERICA FINANCIAL SVCS.	MAILING SYSTEM LEASE	101.299.93300	115.81
12/27/2022	GEN	156465	GRP ENGINEERING, INC.	ELECT ENGINEERING PROJECT #22-1342.0	598.538.81100	612.50

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/27/2022	GEN	156466	GRP ENGINEERING, INC.	ELECT ENGINEERING PROJECT #13-0565.0	598.538.81100	155.00
12/27/2022	GEN	156467	GRP ENGINEERING, INC.	ELECT ENGINEERING PROJECT #22-1342.0	598.538.81100	4,988.25
12/27/2022	GEN	156468	GRP ENGINEERING, INC.	ELECT ENGINEERING PROJECT #22-1342.0	598.538.81100	2,000.00
12/27/2022	GEN	156469	GRP ENGINEERING, INC.	ELECT ENGINEERING PROJECT #22-1342.0	598.538.81100	3,000.00
12/27/2022	GEN	156470	HART INTERCIVIC, INC	ELECTION MACHINES SERVICE/MAINT RENEW	101.262.73000	2,076.00
12/27/2022	GEN	156471	IDEXX DISTRIBUTION CORP.	WV120ST-200 120ML VESSEL 200PK AND SH	598.556.74900	223.78
12/27/2022	GEN	156472	KANE HEATING	SERVICE CALL FOR FURNACE INV# 86256	101.301.93100	159.00
		156472		SERVICE CALL FOR FURNACE INV# 86256	101.336.93100	159.00
						318.00
12/27/2022	GEN	156473	KEITH ELSTON	604 HASTAY BLCD - ELSTON - RES PRESCR	598.538.92320	85.00
12/27/2022	GEN	156474	KENDALL	TIMER FOR FIREPLACE IN POCKET PARK	208.691.93200	31.25
12/27/2022	GEN	156475	KENDALL ELECTRIC, INC.	ST LTS AREAFLD3A/150UNVD740/T3/BZ/613	598.538.75500	1,408.32
12/27/2022	GEN	156476	KENNEDY INDUSTRIES INC.	FIELD SERVICE HEADWORKS PUMP INSTALL	598.528.93200	995.00
12/27/2022	GEN	156477	KENNEDY INDUSTRIES INC.	RECONDITION PUMP #1	598.528.93200	19,995.00
12/27/2022	GEN	156478	KIESLER'S POLICE SUPPLY, INC.	PRACTICE AMMO INV# IN203716	101.301.74400	360.00
12/27/2022	GEN	156479	KONE INC.	ELEVATOR MAINTENANCE SERVICE AND MONI	101.265.93100	1,010.19
12/27/2022	GEN	156480	MICHIGAN MUNICIPAL LEAGUE	ANNUAL MEMBERSHIP DUES AND LEGAL DEFE	101.299.95700	1,103.50
		156480		ANNUAL MEMBERSHIP DUES AND LEGAL DEFE	598.528.95700	331.17
		156480		ANNUAL MEMBERSHIP DUES AND LEGAL DEFE	598.538.95700	1,655.85
		156480		ANNUAL MEMBERSHIP DUES AND LEGAL DEFE	598.556.95700	378.48
						3,469.00
12/27/2022	GEN	156481	NAPA AUTO PARTS	AUTO PARTS	101.336.74400	8.39
		156481		AUTO PARTS	101.441.93400	274.48
						282.87
12/27/2022	GEN	156482	POWER LINE SUPPLY COMPANY	SWEATSHIRT HOODED 2XL BLACK	598.538.74200	207.00
12/27/2022	GEN	156483	POWER LINE SUPPLY COMPANY	FR SS SHIRT WORK DRY LEFT POCKET	598.538.74200	156.00
12/27/2022	GEN	156484	POWER LINE SUPPLY COMPANY	FR LS SHIRT KHAKI 2XL	598.538.74200	114.00
12/27/2022	GEN	156485	POWER LINE SUPPLY COMPANY	FR PANTS M5 DURALIGHT KHAKI 34X30	598.538.74200	270.00
12/27/2022	GEN	156486	POWER LINE SUPPLY COMPANY	#6 SOL. COPPER WIRE BARE 315' SPOOL (	598.538.74400	327.60
12/27/2022	GEN	156487	RAPIDS TOOL& ENGINEERING	ADAPTORS TO REPAIR GAR PARK LIGHTING	598.538.75500	170.00
12/27/2022	GEN	156488	RESCO	900A 25KV GOAB SWITCH FOR DAM TIE	598.538.74400	4,318.00

12/20/2022 12:02 PM  
User: LEIGH TYLER  
DB: Eaton Rapids

CHECK DISBURSEMENT REPORT FOR EATON RAPIDS  
CHECK NUMBER 156425 - 156497

Page 4/4

Check Date	Bank	Check #	Payee	Description	GL #	Amount
12/27/2022	GEN	156489	ROSE PEST SOLUTIONS	PEST CONTROL- DECEMBER	101.265.77600	68.00
12/27/2022	GEN	156490	STAPLES	OFFICE SUPPLIES	101.299.73000	133.35
		156490		OFFICE SUPPLIES	101.441.73000	15.38
		156490		OFFICE SUPPLIES	598.556.73000	23.07
						171.80
12/27/2022	GEN	156491	STAPLES	CALENDAR	101.299.73000	10.99
12/27/2022	GEN	156492	STATE OF MICHIGAN EGLE	NPDES ANNUAL PERMIT FEE	598.528.95600	3,000.00
12/27/2022	GEN	156493	THE RIGHT TOUCH JANITORIAL	JANITORIAL SERVICES-12.02.22, 12.09.2	101.265.77600	360.00
12/27/2022	GEN	156494	THE VERDIN COMPANY	CLOCK MAINT CONTRACT 2023	101.265.93100	695.00
12/27/2022	GEN	156495	USA BLUE BOOK	LAB SUPPLIES WWTP	598.528.74900	209.61
12/27/2022	GEN	156496	USA BLUE BOOK	LAB SUPPLIES WWTP	598.528.74900	349.05
12/27/2022	GEN	156497	WILKENS-ANDERSON COMPANY	BUFFER SOLN CHEMICALS AND SHIPPING	598.556.74900	65.14
			TOTAL - ALL FUNDS	TOTAL OF 73 CHECKS		90,869.69

For Payroll ID: 571 Check Date: 12/22/2022 Pay Period End Date: 12/18/2022

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
12/22/2022	GEN	301346	CRAVEN, TROY L.	2,811.90	298.29	1,590.00	Processing
12/22/2022	GEN	DD85439	BAILEY, SEAN	3,302.32	0.00	2,300.00	Processing
12/22/2022	GEN	DD85440	BEGAN, BRIAN W	1,922.40	0.00	1,407.85	Processing
12/22/2022	GEN	DD85441	BOOMER, LAURA S	3,063.49	0.00	2,047.70	Processing
12/22/2022	GEN	DD85442	BRISCOE, CRAIG A	2,343.94	0.00	1,353.79	Processing
12/22/2022	GEN	DD85443	CAGLE, COREY J	2,500.00	0.00	1,725.06	Processing
12/22/2022	GEN	DD85444	CAMP, SHEILA J	2,080.00	0.00	1,501.81	Processing
12/22/2022	GEN	DD85445	CARR, MARRIE JO	3,475.50	0.00	2,084.16	Processing
12/22/2022	GEN	DD85446	CREGER, JR., PAUL L	2,663.49	0.00	1,035.70	Processing
12/22/2022	GEN	DD85447	EDDY, KIMBERLY T.	2,240.00	0.00	1,758.79	Processing
12/22/2022	GEN	DD85448	FERGUSON, JASON M	2,039.63	0.00	1,519.84	Processing
12/22/2022	GEN	DD85449	FLOWER, JON C.	2,472.00	0.00	1,673.44	Processing
12/22/2022	GEN	DD85450	FULLER, STEVE	1,994.40	0.00	1,232.33	Processing
12/22/2022	GEN	DD85451	HAYNOR, LEE JAMES	2,293.56	0.00	1,767.41	Processing
12/22/2022	GEN	DD85452	HEINRITZ, BENJAMIN W	2,530.71	0.00	1,646.09	Processing
12/22/2022	GEN	DD85453	HENDON, DAVID A	2,231.48	0.00	1,574.30	Processing
12/22/2022	GEN	DD85454	HUMMEL, LEROY	3,040.00	0.00	2,088.80	Processing
12/22/2022	GEN	DD85455	KUNKEL, DOUG	2,431.30	0.00	1,729.18	Processing
12/22/2022	GEN	DD85456	KUYKENDOLL, JEREMY M	2,521.26	0.00	1,620.68	Processing
12/22/2022	GEN	DD85457	LEASE, MARK A.	2,554.44	0.00	1,719.18	Processing
12/22/2022	GEN	DD85458	MCNUTT, ROGER A.	1,500.00	0.00	1,202.12	Processing
12/22/2022	GEN	DD85459	MORRISON, JAMES	1,897.32	0.00	1,271.45	Processing
12/22/2022	GEN	DD85460	NOBACH, JONATHAN S	2,234.40	0.00	1,593.56	Processing
12/22/2022	GEN	DD85461	PERKINS, BROOKE M	2,240.00	0.00	1,579.71	Processing
12/22/2022	GEN	DD85462	PIERCE, III, ROBERT J	3,096.00	0.00	2,088.53	Processing
12/22/2022	GEN	DD85463	PLATTE, DILLON S	1,654.97	0.00	1,327.10	Processing
12/22/2022	GEN	DD85464	QUIMBY, TRAVIS R	3,206.74	0.00	2,431.11	Processing
12/22/2022	GEN	DD85465	RICHARDS, NICHOLAS L	1,862.40	0.00	1,258.91	Processing
12/22/2022	GEN	DD85466	RIDGE, YVONNE L	3,911.13	0.00	2,474.97	Processing
12/22/2022	GEN	DD85467	SCOTT, CHRISTOPHER A.	2,161.89	0.00	1,364.63	Processing

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount	Direct Deposit	Status
12/22/2022	GEN	DD85468	SIFTON, LEE H.	3,224.22	0.00	2,083.07	Processing
12/22/2022	GEN	DD85469	SOUTHWARD, MALLORY M	2,517.92	0.00	1,836.72	Processing
12/22/2022	GEN	DD85470	TWICHELL, ANTHONY S	2,165.04	0.00	1,507.77	Processing
12/22/2022	GEN	DD85471	TYLER, LEIGH A	2,060.99	0.00	1,625.34	Processing
12/22/2022	GEN	DD85472	VERHELLE, TODD W.	1,994.41	0.00	1,292.88	Processing
12/22/2022	GEN	DD85473	WARSOP, JARED L	2,500.12	0.00	1,692.25	Processing
12/22/2022	GEN	DD85474	WEEKS II, LARRY J.	3,349.09	0.00	2,349.60	Processing
Totals:				92,088.46	298.29	62,355.83	
Total Physical Checks:			1				
Total Check Stubs:			36				

GRAND RIVER POWER COMPANY

YEAR	2022		
BILLING MONTH	DECEMBER	SMITHVILLE	MIXED
USAGE MONTH	NOV-DEC	DAM	PLANT
	BEGINNING	11.15.22	11.15.22
	TO	TO	TO
	ENDING	12.15.22	12.15.22
D1 PRESENT READING		2676	3964
D1 PREVIOUS READING		2635	3783
UNITS		41	181
MULTIPLIER		1600	200
KWH Generated		65600	36200
KWH PRICE		0.045	0.045
KWH Sale Price		2952	1629
TOTAL KWH	101800		
TOTAL Payment	4581		

ANY QUESTIONS CONTACT LAURA BOOMER  
CITY OF EATON RAPIDS MICHIGAN  
PH# 517 663 8118 Ext 8113 FAX #517 663 1116  
CELL# 517 719 4477 lboomer@cityofeatonrapids.com

Eaton Rapids Solar, LLC.  
Wiring Instructions:

Consumers Credit Union  
7040 Stadium Drive  
Kalamazoo, MI 49009

Routing Number:  
Account Number:

0  
9200643386

E-Mail to Connor Fields @ [connorfiel@helios-power.com](mailto:connorfiel@helios-power.com)

YEAR	2022	
BILLING MONTH	DECEMBER	#16224267
USAGE MONTH	NOV-DEC	
	BEGINNING	11.15.22
	TO	TO
	ENDING	12.15.22

D1 PRESENT READING	41479
D1 PREVIOUS READING	41349
UNITS	130
MULTIPLIER	120
KWH Generated	15600
KWH PRICE	0.169
KWH Sale Price	2636.4

TOTAL KWH 15600

TOTAL Payment 2636.4

ANY QUESTIONS CONTACT LAURA BOOMER  
CITY OF EATON RAPIDS MICHIGAN  
PH# 517 663 8118 Ext 8113 FAX# 517 663 1116  
CELL# 517 719 4477 [lboomer@cityofeatonrapids.com](mailto:lboomer@cityofeatonrapids.com)



INVOICE #: 20221213ETRP

INVOICE DATE: 12/13/22  
DUE DATE: 12/19/22

**ENERGY SERVICES PROJECT**  
**MICHIGAN PUBLIC POWER AGENCY**  
 809 Centennial Way Lansing, MI 48917  
 Telephone: 517-323-8919 Fax: 517-323-8373

## AMOUNT DUE FROM (TO) EATON RAPIDS

217,706.11

Due Date: 12/19/22

Fifth Third Bank - ACH & Wire Information  
 ACH - ABA Routing # 072400052 - Account # 7168131519  
 WIRE - ABA Routing # 042000314 - Account # 7168131519

		DAY AHEAD		REAL TIME		TOTAL \$\$\$
MISO ENERGY		MWH	\$\$\$	MWH	\$\$\$	
LOAD	LOAD	1,890.700	101,688.78	109.198	6,979.54	108,668.32
	GENERATION	-	-	(2.649)	(151.02)	(151.02)
BELLE RIVER	GENERATION	-	-	-	-	-
CAMPBELL	GENERATION	-	-	-	-	-
KALKASKA CT	GENERATION	-	-	-	-	-
BILATERALS	GENERATION	(892.800)	(44,129.80)	-	-	(44,129.80)
RENEWABLE	LANDFILL	(40.800)	(2,159.85)	4.282	248.90	(1,910.95)
	ESP WIND	(362.600)	(17,594.18)	-	-	(17,594.18)
	ESP SOLAR	(53.757)	(2,797.65)	0.807	230.04	(2,567.61)
	HYDRO/SOLAR	-	-	-	-	-
	SUBTOTAL	540.743	35,007.30	111.638	7,307.46	42,314.76
LMP	Purchase	540.743	35,007.30	129.352	7,985.46	-
	Sale	-	-	(17.714)	(678.00)	-
PJM ENERGY	GENERATION	MWH	\$\$\$			\$\$\$
AFEC	PROJECT COST	(292.505)	(16,679.94)			(16,679.94)
AFEC	LANDFILL	Variable	8,936.03	Fixed	6,074.04	15,010.07
ORCHARD HILLS		(11.750)	(604.89)			(604.89)
Subtotal						(2,274.76)
MISO OVERHEADS	ASSEMBLY I + II					33.70
	BELLE RIVER					-
	CAMPBELL					-
	PEGASUS					55.75
	ESP					548.02
Subtotal						637.47
ADDITIONAL ITEMS	BILAT CONTRACT COST	12/10/22	12/16/22	MWH	COST	
	PEGASUS CONTRACT COST	11/26/22	12/02/22	878.400	47,592.34	
	ASSEMBLY I CONTRACT COST	11/26/22	12/02/22	362.600	15,287.22	
	ASSEMBLY II CONTRACT COST	11/26/22	12/02/22	22.779	1,016.60	
				30.171	1,114.84	
	STAGE II ARR					(3,343.30)
	RAA CAPACITY CREDIT					(849.17)
	MVP DISTRIBUTION					(20.75)
	SCHEDULE 49					-
	MONTHLY TRANSMISSION	November-22				83,145.12
	MONTHLY TRANSMISSION	Prior Adjustments				(129.26)
	MONTHLY CAPACITY	November-22				33,215.00
	MISCELLANEOUS					-
Subtotal						177,028.64

## TOTAL AMOUNT DUE FROM (TO) EATON RAPIDS

217,706.11

S7 11/26/22 S14 12/02/22 11/19/22 11/25/22 S55 10/09/22 10/15/22 S105 08/20/22 08/26/22



**MICHIGAN PUBLIC POWER AGENCY**

**EATON RAPIDS**  
**Billing Summary**  
**December 2022**

<u>Date</u>	<u>Invoice No.</u>	<u>Project</u>	<u>Amount</u>
12/10/2022	20221208004	LANDFILL PROJECT	\$14,330.18
12/10/2022	20221209004	AFEC PROJECT	\$40,121.05
12/10/2022	20221210010	COMMITTEE BILLINGS	\$3,599.06
12/10/2022	20221219004	ENERGY SERVICES PROJECT	\$8,212.84

**Total Amount Due to MPPA:**

**\$66,263.13**

**Net Balance is Due to MPPA by the 25th of the Month**

Direct Payments and Inquiries to:  
MICHIGAN PUBLIC POWER AGENCY, 809 Centennial Way, Lansing, MI 48917 Phone (517) 323-8919, Email [mpa@mpower.org](mailto:mpa@mpower.org)  
Electronic payment: Fifth Third Bank, Checking Account #7168131519, 072400052 (ACH)

INVOICE #: 20221220ETRP

INVOICE DATE: 12/20/22  
DUE DATE: 12/26/22

**ENERGY SERVICES PROJECT**  
**MICHIGAN PUBLIC POWER AGENCY**  
 809 Centennial Way Lansing, MI 48917  
 Telephone: 517-323-8919 Fax: 517-323-8373

**AMOUNT DUE FROM (TO) EATON RAPIDS**

**110,292.39**

Due Date: 12/26/22

**Fifth Third Bank - ACH & Wire Information**  
 ACH - ABA Routing # 072400052 - Account # 7168131519  
 WIRE - ABA Routing # 042000314 - Account # 7168131519

		DAY AHEAD		REAL TIME		TOTAL \$\$\$
		MWH	\$\$\$	MWH	\$\$\$	
<b>MISO ENERGY</b>						
<b>LOAD</b>	LOAD	1,863.100	96,804.06	223.468	11,934.70	108,738.76
	GENERATION	-	-	-	-	-
<b>BELLE RIVER</b>	GENERATION	-	-	-	-	-
<b>CAMPBELL</b>	GENERATION	-	-	-	-	-
<b>KALKASKA CT</b>	GENERATION	-	-	-	-	-
<b>BILATERALS</b>	GENERATION	(878.400)	(42,162.51)			(42,162.51)
<b>RENEWABLE</b>	LANDFILL	(33.800)	(1,727.42)	(4.177)	(232.75)	(1,960.17)
	ESP WIND	(229.835)	(10,858.05)			(10,858.05)
	ESP SOLAR	(47.551)	(2,460.60)	1.458	224.78	(2,235.82)
	HYDRO/SOLAR	-	-			-
	<b>SUBTOTAL</b>	<b>673.714</b>	<b>39,595.48</b>	<b>220.749</b>	<b>11,926.73</b>	<b>51,522.21</b>
<b>LMP</b>	Purchase	674.102	39,575.05	215.908	11,609.75	
	Sale	(0.388)	20.43	4.841	316.98	
<b>PJM ENERGY</b>						
<b>AFEC</b>	GENERATION	(211.445)	(12,280.50)			(12,280.50)
<b>AFEC</b>	PROJECT COST	Variable	6,459.64	Fixed	6,074.04	12,533.68
<b>ORCHARD HILLS</b>	LANDFILL	(9.613)	(460.00)			(460.00)
<b>MISO OVERHEADS</b>						
	<b>ASSEMBLY I + II</b>					<b>8.86</b>
	<b>BELLE RIVER</b>					<b>-</b>
	<b>CAMPBELL</b>					<b>-</b>
	<b>PEGASUS</b>					<b>11.86</b>
	<b>ESP</b>					<b>393.57</b>
	<b>SUBTOTAL</b>					<b>414.29</b>
<b>ADDITIONAL ITEMS</b>						
	BILAT CONTRACT COST	12/17/22	12/23/22	MWH	COST	
	PEGASUS CONTRACT COST	12/03/22	12/09/22	878.400	47,592.34	
	ASSEMBLY I CONTRACT COST	12/03/22	12/09/22	229.835	9,689.86	
	ASSEMBLY II CONTRACT COST	12/03/22	12/09/22	19.391	865.45	
				26.702	986.62	
	STAGE II ARR					0.01
	RAA CAPACITY CREDIT					(849.17)
	MVP DISTRIBUTION					(0.30)
	SCHEDULE 49					-
	MONTHLY TRANSMISSION	November-22				-
	MONTHLY TRANSMISSION	Prior Adjustments				-
	MONTHLY CAPACITY	November-22				-
	<b>PEGASUS MISSED BILATERAL (11/9)</b>					<b>277.90</b>
						<b>58,562.71</b>

**TOTAL AMOUNT DUE FROM (TO) EATON RAPIDS**

**110,292.39**

12/03/22	S7	12/09/22	S14	12/02/22	S55	10/16/22	10/22/22	08/27/22	S105	09/02/22
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## Resolution Adopting the MERS Defined Contribution Plan



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

This Resolution is entered into under the provisions of 1996 PA 220 and the Municipal Employees' Retirement System of Michigan ("MERS") Plan Document, as each may be amended.

**WHEREAS**, the participating entity desires to adopt the MERS Defined Contribution Plan for its designated employees;

**WHEREAS**, the participating entity has furnished MERS with required data regarding each eligible employee and retiree;

**WHEREAS**, as a condition of MERS membership, and pursuant to the MERS Retirement Board's power as plan administrator and trustee under Plan Document Section 71 and MCL 38.1536, as each may be amended, it is appropriate and necessary to enter into a binding agreement providing for the administration of the Defined Contribution Plan, the reporting of wages, and the payment of the required contributions of a participating entity and withholding of employee contributions; now, therefore,

### IT IS HEREBY RESOLVED:

On behalf of the participating entity, the governing body of

\_\_\_\_\_ adopts the MERS Defined Contribution Plan in accordance with Plan Section 4 for its eligible employees as described in the MERS Defined Contribution Adoption Agreement, subject to the MERS Plan Document and as authorized by 1996 PA 220, as both may be amended;

I hereby certify that the above is a true copy of the Defined Contribution Resolution adopted at the official meeting held by the governing body of this municipality:

Dated: \_\_\_\_\_, 20\_\_\_\_. \_\_\_\_\_  
(Signature of Authorized Official)

Printed name: \_\_\_\_\_  
(Authorized Official - printed)

This Resolution shall have no legal effect under the MERS Plan Document until a certified copy of this adopting Resolution is filed with MERS, MERS determines that all necessary requirements under the Plan Document, the Adoption Agreement, and this Resolution have been met, and MERS certifies the Resolution below.

### Received and Approved by the Municipal Employees' Retirement System of Michigan:

Dated: \_\_\_\_\_, 20\_\_\_\_. \_\_\_\_\_  
(Signature of Authorized MERS Representative)

# MERS Defined Contribution Plan Adoption Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.MERS (6377) | Fax 517.703.9711

www.mersofmich.com

The Employer, a participating municipality or court within the state of Michigan that has adopted MERS coverage, hereby establishes the following Defined Contribution Plan provided by MERS of Michigan, as authorized by 1996 PA 220 in accordance with the MERS Plan Document.

I. Employer Name \_\_\_\_\_ Municipality #: \_\_\_\_\_

Division name \_\_\_\_\_

Note: This division should reflect how you currently define employees who are eligible to participate, for example, All full-time Employees, New hires after 1/1/2019, etc.

## II. Effective Date

Check one:

A. ☐ If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of \_\_\_\_\_, 20\_\_\_\_.

☐ This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible employee shall be credited as follows (choose one):

☐ Vesting credit from date of hire ☐ No vesting credit

☐ This division is for new hires, rehires, and transfers of current Defined Benefit\* division # \_\_\_\_\_ and/or current Hybrid division # \_\_\_\_\_

For divisions that are closing or freezing with or without conversion, the Employer must complete the Addendum for Plan Freeze, Closure and Conversions

B. ☐ If this is an **amendment** of an existing Adoption Agreement (existing division number \_\_\_\_\_), the effective date shall be the first day of \_\_\_\_\_, 20\_\_\_\_.

Note: You only need to mark **changes** to your plan throughout the remainder of this Agreement.

C. ☐ If this is to **separate employees from an existing Defined Contribution division** (existing division number(s) \_\_\_\_\_) into a new division, the effective date shall be the first day of \_\_\_\_\_, 20\_\_\_\_.

D. ☐ If this is to **merge division(s)** \_\_\_\_\_ into division(s) \_\_\_\_\_, the effective date shall be the first of \_\_\_\_\_, 20\_\_\_\_.

E. ☐ If this is an amendment to close Defined Benefit division(s) # \_\_\_\_\_ or Hybrid division(s) \_\_\_\_\_ with new hires, rehires, and transfers going into existing Defined Contribution division # \_\_\_\_\_, the effective date shall be \_\_\_\_\_ (month/year).

**Note: Closing this Defined Benefit or Hybrid division(s) will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation.**

(The amount may be adjusted for any benefit modifications that may have taken place since then).

# MERS Defined Contribution Plan Adoption Agreement

## III. Plan Eligibility

Only those employees eligible for MERS membership may participate in the MERS Defined Contribution Plan. If an employee classification is **included** in the plan, then employees that meet this definition are required to participate in the plan and earn time toward vesting. All eligible employees must be reported to MERS and earn time toward vesting. Some excluded classifications require additional information below. Please describe the specific classifications that are eligible for MERS within this division:

(For example: e.g., Full-time employees, Clerical staff, Union Employees participating in XXXX union)

This Division includes **public safety employees**: ☐ Yes ☐ No

To further define eligibility (select all that apply):

Employee Classification	Included	Excluded	Not Employed
<b>Temporary Employees:</b> Those who will work for the municipality fewer than ____ months in total	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Part-Time Employees:</b> Those who regularly work fewer than ____ per ____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Seasonal Employees:</b> Those who are employed for tasks that occur at specific times of the year	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Voter-Elected Officials</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Appointed Officials:</b> An official appointed to a voter-elected office	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Contract Employees</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Other:</b> _____	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Other 2:</b> _____	<input type="checkbox"/>	<input type="checkbox"/>	

### Probationary Periods (select one):

- ☐ Contributions will begin after the probationary period has been satisfied. Probationary periods are allowed in one-month increments, no longer than 12 months. During this probationary period, contributions will not be reported and service toward vesting will begin when probationary period has ended.

The probationary period will be \_\_\_\_ month(s).

Comments:

- ☐ Contributions will begin with the employee's date of hire (no Probationary Period). Effective with the date of hire, wages and any associated contributions must be submitted to MERS.

# MERS Defined Contribution Plan Adoption Agreement

## IV. Provisions

### 1. Leaves of Absence

Regardless of whether an employee is earning a wage while on the following types of leave:

- Third-party wages are not used in determining contributions for periods of leave.
- Vesting under elapsed time continues to accrue even if wages are not earned and contributions are zero.

*Note:* Employers who determine vesting based on an “hours-reported” method, should report actual worked hours for the month where there was a leave.

Types of leave include:

- Short Term and Long Term Disability
- Workers Compensation
- Unpaid Family Medical Leave Act (FMLA)

Leaves of absence due to military service are governed by the federal *Uniformed Services Employment and Reemployment Rights Act* of 1994 (USERRA), IRC 414(u), effective January 1, 2007, IRC 401(a)(37). Military reporting requires historical wage and contribution reporting for Defined Contribution as applicable.

### 2. Definition of Compensation

The Definition of Compensation selected must be used when determining both employer and employee contributions. Employers may include wage information along with employee and employer contributions when submitting wage/contribution reports to MERS.

Select your Definition of Compensation:

- ☐ Base Wages    ☐ Box 1 Wages of W-2    ☐ Gross Wages  
☐ Custom Definition

Click here to view details of Base, Box 1, and Gross Wages

(To customize your definition, please complete the [Custom Definition of Compensation Addendum](#).)

### 3. Forfeiture

A forfeiture occurs when a participant separates from employment prior to meeting the associated elapsed time (or hours reported) to receive vesting. The percentage of his/her employer contribution account balance that has not vested as of the date of termination will forfeit after 12 consecutive months following the termination date reported by the employer, or earlier, if the System distributes the participant's vested portion. MERS will utilize any available forfeiture balance as an automatic funding source applied to reported employer contributions at the time of reporting.

### 4. Vesting

Vesting will be credited using (check one):

- ☐ Elapsed time method – Employees will be credited with one vesting year for each 12 months of continuous employment from the date of hire.
- ☐ Hours reported method – Employees will be credited with one vesting year for each calendar year in which \_\_\_\_\_ hours are worked



# MERS Defined Contribution Plan Adoption Agreement

Vesting schedule will be (check one):

- ☐ Immediate
- ☐ Cliff vesting (fully vested after a specified number of years, not to exceed 15 years) will be \_\_\_\_ years.
- ☐ Graded Vesting (the % of vesting acquired after employment for the designated number of years, not to exceed 10 years; or, where full vesting is attained between 10 and 20 years, graded vesting must commence no later than 3 years of service)

% Vested	Years of Service

In the event of disability or death, an employee's (or his/her beneficiary's) entire employer contribution account shall be 100% vested, to the extent that the balance of such account has not previously been forfeited.

Normal Retirement Age (presumed to be age 60 unless otherwise specified) \_\_\_\_\_

*If an employee is still employed with the municipality at the age specified here, their entire employer contribution balance will become 100% vested regardless of years of service.*

## 5. Contributions

a. **Contributions will be submitted** (check one):

Contributions will be remitted according to Employer's "Payroll Period" which represents the actual period amounts are withheld from participant paychecks, or within the month during which amounts are withheld.

- ☐ Weekly ☐ Semi-Monthly (twice each month)
- ☐ Bi-Weekly (every other week) ☐ Monthly

b. **Employer Contributions**

Required Employee Contributions and Employer Contributions are outlined using associated [Contribution Addendum for MERS Defined Contribution \(MD-073\)](#).

c. Post-tax voluntary employee contributions are allowable into a Defined Contribution account subject to Section 415(c) limitations of the Internal Revenue Code.

6. **Loans:** ☐ shall be permitted ☐ shall not be permitted

If Loans are elected, please refer to the [Defined Contribution & 457 Loan Addendum](#).

7. **Rollovers** from qualified plans are permitted and the plan will account separately for pre-tax and post-tax contributions and earnings thereon.

## V. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Defined Contribution Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Defined Contribution Plan Adoption Agreement, the provisions of the Plan Document control.

# MERS Defined Contribution Plan Adoption Agreement

## VI. Modification of the terms of the Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of this Agreement is not effective until approved by MERS.

## VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. The Employer acknowledges that employee contributions (if any) and employer contributions must be submitted in accordance with the *MERS Reporting and Contribution Enforcement Policy*, the terms of which are incorporated herein by reference;
4. The Employer acknowledges that late or missed contributions will be required to be made up, including any applicable gains, pursuant to the Internal Revenue Code;
5. Should the Employer fail to make its required contribution(s) when due, MERS may implement any applicable interest charges and penalties pursuant to the *MERS Reporting and Contribution Enforcement Policy* and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended.
6. It is expressly agreed and understood as an integral and non-severable part of this Agreement that Section 43 of the Plan Document shall not apply to this Agreement and its administration or interpretation. In the event any alteration of the terms or conditions of this Agreement is made or occurs, under Section 43 or other plan provision or law, MERS and the Retirement Board, as sole trustee and fiduciary of the MERS plan and its trust reserves, and whose authority is non-delegable, shall have no obligation or duty to administer (or to have administered) the MERS Defined Contribution Plan, to authorize the transfer of any defined benefit assets to the MERS Defined Contribution Plan, or to continue administration by MERS or any third-party administrator of the MERS Defined Contribution Plan.

## VIII. Execution

### Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by \_\_\_\_\_ on  
the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. (Name of Approving Employer)

Authorized signature: \_\_\_\_\_

Title: \_\_\_\_\_

### Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: \_\_\_\_\_, 20\_\_\_\_ Signature: \_\_\_\_\_  
(Authorized MERS Signatory)



# Customized Definition of Compensation Addendum

(MERS Defined Benefit, Defined Contribution, Hybrid, or 457)



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If you choose to customize your Definition of Compensation as part of your MERS plan provisions, you must select boxes in each section you would like to include. You will be responsible for additional reporting details to track custom definitions.

## Types of Compensation

### Regular Wages (paid time, or time as though working, within the pay period)

- |                                                                                                           |                                       |
|-----------------------------------------------------------------------------------------------------------|---------------------------------------|
| <input type="checkbox"/> Salary or hourly wage X hours                                                    | <input type="checkbox"/> On-call pay  |
| <input type="checkbox"/> PTO used (sick, vacation, personal, bereavement, holiday leave, or unclassified) | <input type="checkbox"/> Other: _____ |

### Other Wages apply: YES ☐ NO ☐

- |                                              |                                                                        |
|----------------------------------------------|------------------------------------------------------------------------|
| <input type="checkbox"/> Shift differentials | <input type="checkbox"/> Severance issued over time (weekly/bi-weekly) |
| <input type="checkbox"/> Overtime            | <input type="checkbox"/> Other: _____                                  |

### Lump Sum Payments apply: YES ☐ NO ☐ (check all that apply)

- |                                              |                                              |
|----------------------------------------------|----------------------------------------------|
| <input type="checkbox"/> PTO (Paid Time Off) | <input type="checkbox"/> Comp time           |
| <input type="checkbox"/> Vacation            | <input type="checkbox"/> Annual holiday pay  |
| <input type="checkbox"/> Personal            | <input type="checkbox"/> Hazard pay          |
| <input type="checkbox"/> Longevity           | <input type="checkbox"/> Job certifications  |
| <input type="checkbox"/> Bonuses             | <input type="checkbox"/> Educational degrees |
| <input type="checkbox"/> Merit pay           | <input type="checkbox"/> Moving expenses     |
| <input type="checkbox"/> Sick payouts        | <input type="checkbox"/> Severance           |
|                                              | <input type="checkbox"/> Other: _____        |

### Taxable Payments apply: YES ☐ NO ☐

- |                                                                                                             |                                        |
|-------------------------------------------------------------------------------------------------------------|----------------------------------------|
| <input type="checkbox"/> Travel through a non-accountable plan (i.e. mileage not tracked for reimbursement) |                                        |
| <input type="checkbox"/> Prizes, gift cards                                                                 | <input type="checkbox"/> Car allowance |
| <input type="checkbox"/> Personal use of a company car                                                      | <input type="checkbox"/> Other: _____  |

### Reimbursement of Nontaxable Expenses (as defined by the IRS) apply: YES ☐ NO ☐

- |                                                         |                                                                                                       |
|---------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Gun, tools, equipment, uniform | <input type="checkbox"/> Mileage reimbursement                                                        |
| <input type="checkbox"/> Phone                          | <input type="checkbox"/> Travel through an accountable plan (i.e. tracking mileage for reimbursement) |
| <input type="checkbox"/> Fitness                        | <input type="checkbox"/> Other: _____                                                                 |

## Types of Deferrals

### Elective Deferrals of Employee Premiums/Contributions apply: YES ☐ NO ☐

- |                                                                  |                                            |
|------------------------------------------------------------------|--------------------------------------------|
| <input type="checkbox"/> 457 employee and employer contributions | <input type="checkbox"/> IRA contributions |
| <input type="checkbox"/> 125 cafeteria plan, FSAs and HSAs       | <input type="checkbox"/> Other: _____      |

## Types of Benefits

### Nontaxable Fringe Benefits of Employees apply: YES ☐ NO ☐

- |                                                                  |                                                                        |
|------------------------------------------------------------------|------------------------------------------------------------------------|
| <input type="checkbox"/> Health plan, dental, vision benefits    |                                                                        |
| <input type="checkbox"/> Workers compensation premiums           | <input type="checkbox"/> Group term or whole life insurance < \$50,000 |
| <input type="checkbox"/> Short- or Long-term disability premiums | <input type="checkbox"/> Other: _____                                  |

### Mandatory Contributions apply: YES ☐ NO ☐

- |                                                                                  |                                       |
|----------------------------------------------------------------------------------|---------------------------------------|
| <input type="checkbox"/> Defined Benefit employee contributions                  |                                       |
| <input type="checkbox"/> MERS Health Care Savings Program employee contributions | <input type="checkbox"/> Other: _____ |

### Taxable Fringe Benefits apply: YES ☐ NO ☐

- |                                                                         |                                                               |
|-------------------------------------------------------------------------|---------------------------------------------------------------|
| <input type="checkbox"/> Clothing reimbursement                         | <input type="checkbox"/> Group term life insurance > \$50,000 |
| <input type="checkbox"/> Stipends for health insurance opt out payments | <input type="checkbox"/> Other: _____                         |

### Other Benefits / Lump Sum Payments apply: YES ☐ NO ☐

- |                                                                   |                                       |
|-------------------------------------------------------------------|---------------------------------------|
| <input type="checkbox"/> Workers compensation settlement payments | <input type="checkbox"/> Other: _____ |
|-------------------------------------------------------------------|---------------------------------------|