



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

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Eaton Rapids, MI 48827  
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Yvonne Ridge – City Manager/Treasurer  
Laura Boomer – City Clerk  
Larry Joe Weeks – Police Chief  
Roger McNutt – Fire Chief  
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**

June 12, 2023  
7:00 p.m.  
City Hall

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This meeting will be streamed live for viewing only at:

<https://us06web.zoom.us/j/81891922214>

Meeting ID: 818 9192 2214

*Please note all public comments must be made in person.*

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- 1. CALL TO ORDER.**
- 2. ROLL CALL.**
- 3. PLEDGE OF ALLEGIANCE.**
- 4. INVOCATION.**
- 5. APPROVAL OF THE AGENDA.**
- 6. APPROVAL OF THE MINUTES OF MAY 22, 2023 CITY COUNCIL WORK SESSION MEETING.**
- 7. APPROVAL OF THE MINUTES OF MAY 22, 2023 CITY COUNCIL MEETING.**
- 8. APPROVAL OF THE MINUTES OF JUNE 5, 2023 CITY COUNCIL SPECIAL MEETING.**
- 9. APPROVAL OF CHECK DISBURSEMENTS TOTALING \$497,415.86.**
- 10. CITIZEN COMMENTS AND QUESTIONS.**
- 11. UNFINISHED AND SPECIAL BUSINESS.**
- 12. ITEMS OF BUSINESS.**
  - a. Approval of Land Division Application. Approve the Land Division Application for 410 Blake Street submitted by Stacey and Justin Robison.
  - b. Approval of School Resource Officer Intergovernmental Agreement Amendment. Approve the School Resource Officer Intergovernmental Agreement Amendment with Eaton Rapids Public Schools.
  - c. Approval of Special Event Application. Approve the Special Event Application for “Snakes Alive” event at Martin Hansen Amphitheater on July 30<sup>th</sup>, 2023 submitted by First Baptist Church.
  - d. Approval of Special Event Application. Approve the Special Event Application for the Eaton Rapids Farmers Market submitted by the City of Eaton Rapids DDA.
  - e. Adoption of Resolution 2023-11. Adopt Resolution 2023-11 to Establish Water and Sewer Rates Effective July 1, 2023.

- f. Adoption of Resolution 2023-12. Adopt Resolution 2023-12 to Authorize the City Manager as Signatory for the MSHDA Neighborhood Housing Initiative Grants.

### **13. CITIZEN COMMENTS AND QUESTIONS**

### **14. REPORTS.**

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

### **15. 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, June 26, 2023

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

Zoning Board of Appeals

Local Officers Compensation Commission

**May 22, 2023**  
**City Council Worksession**

A Worksession of the Eaton Rapids City Council was held at City Hall, 200 S. Main Street, on May 22, 2023, at 5:00 p.m.

Mayor Colestock called the meeting to order at 5:29 p.m. Present were Mayor Colestock and Councilpersons Steele, and Nicholas. Robison and Politza were absent and excused.

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

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:**

Paul Malewski commented on water safety (CFS) gauge no longer in service. USGS is not replacing the equipment. He is reaching out to Rep. Slotkin to ask that the equipment be replaced. He may need City support for the request.

**Unfinished and Special Business:** None

**New Business:**

1. Building Official Hummel reviewed with Council a proposal to transfer land back to Hamlin Township. City Attorney Harkness advised the 425 Agreement would need to be amended. He will consult with Hamlin Township Attorney. Consensus was to proceed with proposal.
2. City Manager Ridge presented and reviewed with Council the 2023 Curb-Side Grant Program proposal. There has been some interest in the program. Discussed eliminating tier 1 and increasing tier 2 and 3 amounts to \$1500 and \$1000. Ridge and Hummel will administer the program.
3. City Manager Ridge provided Council with an update on various grants. CWSRF was approved. Others are in progress.
4. City Manager Ridge provided Council with an update on the Fiscal Year 23-24 Budget. The Finance Director is working on it. The Budget Public Hearing must be one week before adoption. Will have to schedule a special meeting on June 19<sup>th</sup> at 7:00 p.m.
5. City Manager Ridge provided Council with an update on the Treasurer/Finance Director. Rehmann work is going well. She interviewed one candidate today. Another withdrew.

**Public Comments:**

Ridge may be working more remotely due to family situation. She met with a new Downtown building owner to discuss grant opportunities.

Fire Chief McNutt thanked everyone for attending the award ceremony at Chamber of Commerce dinner.

Police Chief Weeks reported that he has been working with Greater Lansing Food Bank on a food distribution site in the City on a trial basis. They will hold food pick-up Saturday at Alumni Stadium parking lot.

Building Official Hummel provided an update on code enforcement, specifically RV parking enforcement.

City Attorney Harkness reported that he and Hummel are working on a draft noxious weeds/grass ordinance. He is also working on separating the water and sewer ordinances. He discussed shut off procedures with staff.

City Clerk Boomer provided an update on early voting implementation.

DPW/Utilities Director Pierce reported that tree trimming in the Downtown will resume tomorrow and then the lights will be installed.

Steele moved, Nicholas seconded, PASSED, to adjourn.  
The meeting adjourned at 6:39 p.m.

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Pamela Colestock, Mayor

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Laura Boomer, City Clerk

**May 22, 2023,  
City Council Meeting**

A regular meeting of the Eaton Rapids City Council was held at City Hall, 200 S. Main Street, on May 22, 2023, at 7:00 p.m.

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

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

The Pledge of Allegiance was recited.

The invocation was given by Pastor Patricia Lankton of Community Christian Church.

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

Steele moved, Nicholas seconded, PASSED, to approve the May 8, 2023 Worksession Minutes .

Steele moved, Nicholas seconded, PASSED, to approve the May 8, 2023 Council Meeting Minutes.

Steele moved, Nicholas seconded, PASSED, to approve the May 9, 2023 Council Special Meeting Minutes.

Steele moved, Nicholas seconded, PASSED, to approve the disbursements totaling \$637,128.43.

**Public Comments:** None

**Unfinished/Special Business:**

Mayor Colestock opened the Public Meeting for the Drinking Water State Revolving Fund Project Plan Amendment for FY 2024 for drinking water system improvements at 7:05 p.m.

Paul Malewski, 350 S. Miller Dr. Apt. 4, commented in support of the project. He commented that the equipment needs repairs or replacement. An equipment failure would be catastrophic for the City. He encouraged the City to adopt the resolution.

DPW/Utilities Director Pierce reviewed the project.

Mayor Colestock asked if looping was in the previous application. Pierce advised that it was not.

Mayor Colestock asked if wellhead protection was in the previous application. Pierce advised it was not.

Mayor Colestock asked when the application was due. City Manager Ridge advised June 1<sup>st</sup>.

Mayor Colestock asked when the City may know if they were receiving funds. Ridge advised the City would most likely know in the fall.

Councilman Steele commented that problems cannot continue to be kicked down the road and that infrastructure improvements are necessary.

The Public Meeting closed at 7:09

**Items of Business:**

- a. Steele moved, Nicholas seconded, to adopt Resolution 2023-09 adopting the Drinking Water State Revolving Fund Project Plan Amendment for FY 2024 for Drinking Water System Improvements.  
PASSED by roll call vote:

Yeas: Steele, Nicholas, Colestock

Nays: 0

Absent: Politza, Robison

- b. Steele moved, Nicholas seconded, to adopt Resolution 2023-10 Authorizing a Claim for the Protecting MI Pension Grant. PASSED by roll call vote:

Yeas: Nicholas, Colestock, Steele

Nays: 0

Absent: Politza, Robison

- c. Steele moved, Nicholas seconded, PASSED, to approve the Special Event Application for the 3<sup>rd</sup> Annual Grand River Color Tour Triathlon submitted by the City of Eaton Rapids Parks, Recreation and Events Department.

**Public Comments:**

Paul Malewski, 350 S. Miller Dr. Apt. 4, thanked Police Chief Weeks for his department's participation in the disaster training event held at the Lansing Mall.

**Reports:**

- a. Staff-

Ridge reported that there are many activities happening in the City. She advised to look at the website and social media for information. She reported that she is working on a lot of grants.

- b. Council-

Councilman Steele reported that the Chamber of Commerce recognized Fire Chief McNutt with a new award for public service. He is the first recipient, and the award is named after Chief McNutt. Steele reported that he attended the flag retirement ceremony held at Rosehill Cemetery. It was well attended, and many flags were retired. He reported that DDA and Rotary helped in the planting of flowers around the City. Senator Anthony will hold a coffee hour at City Hall on Friday, May 26<sup>th</sup> with Eaton County Treasurer Bob Robinson. He reported that veteran grave flags will be placed Saturday at 9:00 a.m. and that an Open Mic and bonfire event is being held Saturday night at Mill Point Park.

- c. Mayor-

Mayor Colestock thanked City employees, DDA members and Rotary members who helped plant flowers on Saturday. She reported that volunteers are welcome to help with flag placement on veteran graves Saturday at 9:00 a.m. at Rosehill Cemetery. The Memorial Day Parade is Monday at 11:00 a.m. and a ceremony will be held right after at G.A.R. Island Park. The next budget meeting will be held June 5<sup>th</sup> at 5:00 p.m. She thanked Council and staff for accommodating her with a later worksession start time. She wished Clerk Boomer a happy birthday tomorrow.

Steele moved, Nicholas seconded, PASSED, to adjourn.

The meeting adjourned at 7:22 p.m.

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Pamela Colestock, Mayor

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Laura Boomer, City Clerk

**June 5, 2023**

**City Council Special Meeting**

A Special Meeting of the Eaton Rapids City Council was held at City Hall, 200 S. Main Street, on June 5, 2023, at 5:00 p.m.

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

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

Administrative Staff Present were Police Chief Weeks, Fire Chief McNutt, DPW/Utilities Director Pierce, Parks, Recreation, and Events Director, Cagle, Building Official Hummel, and Interim Treasurer/Finance Director Birchmeier. City Manager Ridge attended via Zoom.

**Budget Presentation/Discussion:**

City Manager Ridge introduced Interim Treasurer/Finance Director Mike Birchmeier from Rehmann. Mike Birchmeier presented the FY 23-24 Budget Book draft to Council. Mayor, Council and Department Heads held a discussion with Interim Treasurer/Finance Director Birchmeier and City Manager Ridge.

The Budget Hearing for FY 23-24 Budget will be held June 19, 2023, at 7:00 p.m. at City Hall.

Public Comments: None

Steele moved, Robison seconded, PASSED, to adjourn.  
The meeting adjourned at 6:12 p.m.

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Pamela Colestock, Mayor

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Yvonne Ridge, City Manager



CITY OF EATON RAPIDS

PAYABLES REPORT FOR JUNE 12, 2023

ACCOUNTS PAYABLE CHECKS – CHECKS 157262 – 157157370 = \$129,886.26

PAYROLL – PAYDATE JUNE 9, 2023 - \$91,711.15

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MAY 29, 2023 – ACH – MPPA - \$89,656.40

JUNE 5, 2023 – ACH – MPPA - \$89,747.74

JUNE 12, 2023 – ACH – MPPA - \$96,414.31

TOTAL CHECKS - \$221,597.41

TOTAL ACH - \$275,818.45

**TOTAL DISBURSEMENTS THIS PERIOD - \$497,415.86**



CHECK DISBURSEMENT REPORT FOR EATON RAPIDS  
CHECK NUMBER 157262 - 157372

| Check Date | Bank | Check # | Payee                          | Description                           | GL #          | Amount    |
|------------|------|---------|--------------------------------|---------------------------------------|---------------|-----------|
| 06/12/2023 | GEN  | 157262  | INTERNAL REVENUE SERVICE       | TAXES WITH PENALTY                    | 101.253.44500 | 580.25    |
| 06/12/2023 | GEN  | 157263  | INTERNAL REVENUE SERVICE       | TAXES WITH PENALTY                    | 101.253.44500 | 1,940.73  |
| 06/12/2023 | GEN  | 157264  | BLUE CROSS BLUE SHIELD OF MICH | HEALTHCARE                            | 101.215.71650 | 815.55    |
|            |      | 157264  |                                | HEALTHCARE                            | 101.441.71600 | 2,952.74  |
|            |      | 157264  |                                | HEALTHCARE                            | 280.804.71650 | 233.01    |
|            |      | 157264  |                                | HEALTHCARE                            | 598.528.71650 | 233.01    |
|            |      | 157264  |                                | HEALTHCARE                            | 598.538.71600 | 738.18    |
|            |      | 157264  |                                | HEALTHCARE                            | 598.538.71650 | 932.06    |
|            |      | 157264  |                                | HEALTHCARE                            | 598.556.71600 | 4,477.34  |
|            |      | 157264  |                                | HEALTHCARE                            | 598.556.71650 | 116.51    |
|            |      |         |                                |                                       |               | 10,498.40 |
| 06/12/2023 | GEN  | 157265  | BLUE CARE NETWORK              | HEALTH INSURANCE - JUNE 2023          | 101.253.71600 | 1,528.59  |
|            |      | 157265  |                                | HEALTH INSURANCE - JUNE 2023          | 101.301.71600 | 4,439.15  |
|            |      | 157265  |                                | HEALTH INSURANCE - JUNE 2023          | 101.301.71650 | 2,214.12  |
|            |      | 157265  |                                | HEALTH INSURANCE - JUNE 2023          | 101.336.71600 | 1,492.10  |
|            |      | 157265  |                                | HEALTH INSURANCE - JUNE 2023          | 101.441.71600 | 3,645.01  |
|            |      | 157265  |                                | HEALTH INSURANCE - JUNE 2023          | 101.441.71650 | 1,519.61  |
|            |      | 157265  |                                | HEALTH INSURANCE - JUNE 2023          | 208.691.71600 | 409.52    |
|            |      | 157265  |                                | HEALTH INSURANCE - JUNE 2023          | 249.371.71600 | 2,622.89  |
|            |      | 157265  |                                | HEALTH INSURANCE - JUNE 2023          | 598.528.71600 | 1,436.32  |
|            |      | 157265  |                                | HEALTH INSURANCE - JUNE 2023          | 598.538.71600 | 3,281.58  |
|            |      | 157265  |                                | HEALTH INSURANCE - JUNE 2023          | 598.538.71650 | 2,211.38  |
|            |      | 157265  |                                | HEALTH INSURANCE - JUNE 2023          | 598.556.71600 | 1,162.83  |
|            |      |         |                                |                                       |               | 25,963.10 |
| 06/12/2023 | GEN  | 157266  | PLIC - SBD GRAND ISLAND        | LIFE INSURANCE PREMIUMS               | 101.172.71700 | 62.80     |
|            |      | 157266  |                                | LIFE INSURANCE PREMIUMS               | 101.215.71700 | 31.40     |
|            |      | 157266  |                                | LIFE INSURANCE PREMIUMS               | 101.253.71700 | 15.72     |
|            |      | 157266  |                                | LIFE INSURANCE PREMIUMS               | 101.301.71700 | 147.66    |
|            |      | 157266  |                                | LIFE INSURANCE PREMIUMS               | 101.441.71700 | 44.40     |
|            |      | 157266  |                                | LIFE INSURANCE PREMIUMS               | 208.691.71700 | 31.40     |
|            |      | 157266  |                                | LIFE INSURANCE PREMIUMS               | 249.371.71700 | 31.40     |
|            |      | 157266  |                                | LIFE INSURANCE PREMIUMS               | 598.528.71700 | 55.02     |
|            |      | 157266  |                                | LIFE INSURANCE PREMIUMS               | 598.538.71700 | 39.30     |
|            |      |         |                                |                                       |               | 459.10    |
| 06/12/2023 | GEN  | 157267  | ACD.NET                        | CAMERA SERVICE/FIBER - HOWE FIELDS (J | 208.691.94000 | 229.90    |
| 06/12/2023 | GEN  | 157268  | ACD.NET                        | INTERNET                              | 101.276.85200 | 100.73    |
|            |      | 157268  |                                | INTERNET                              | 101.299.85200 | 100.73    |
|            |      | 157268  |                                | INTERNET                              | 101.301.85200 | 201.47    |
|            |      | 157268  |                                | INTERNET                              | 101.336.85200 | 100.73    |
|            |      | 157268  |                                | INTERNET                              | 101.441.85200 | 201.47    |

CHECK DISBURSEMENT REPORT FOR EATON RAPIDS  
CHECK NUMBER 157262 - 157372

| Check Date | Bank | Check # | Payee                          | Description                          | GL #          | Amount          |
|------------|------|---------|--------------------------------|--------------------------------------|---------------|-----------------|
|            |      | 157268  |                                | INTERNET                             | 208.691.85200 | 51.24           |
|            |      | 157268  |                                | INTERNET                             | 249.371.85200 | 50.66           |
|            |      | 157268  |                                | INTERNET                             | 598.528.85200 | 201.47          |
|            |      | 157268  |                                | INTERNET                             | 598.538.85200 | 806.45          |
|            |      | 157268  |                                | INTERNET                             | 598.556.85200 | 201.47          |
|            |      |         |                                |                                      |               | <u>2,016.42</u> |
| 06/12/2023 | GEN  | 157269  | ADVANCED AUTO PARTS            | AUTO PARTS                           | 101.441.93200 | 5.97            |
|            |      | 157269  |                                | AUTO PARTS                           | 598.528.93200 | 7.35            |
|            |      | 157269  |                                | AUTO PARTS                           | 598.538.93200 | 23.52           |
|            |      | 157269  |                                | AUTO PARTS                           | 598.538.93210 | 99.04           |
|            |      | 157269  |                                | AUTO PARTS                           | 598.556.93200 | 5.71            |
|            |      |         |                                |                                      |               | <u>141.59</u>   |
| 06/12/2023 | GEN  | 157270  | AMAZON                         | SAFETY COVERS                        | 598.556.93300 | 21.58           |
| 06/12/2023 | GEN  | 157271  | AMAZON                         | KAYAK TRAILER STRAPS                 | 208.780.74400 | 175.68          |
| 06/12/2023 | GEN  | 157272  | AMAZON                         | PROJECTOR/BLURAY PLAYER FOR MIP      | 208.691.74405 | 374.98          |
| 06/12/2023 | GEN  | 157273  | AMERICAN WATER WORKS ASSOC.    | 04-01-23 _03-31-2024 AWWA MEMBERSHIP | 598.528.95700 | 200.00          |
|            |      | 157273  |                                | 04-01-23 _03-31-2024 AWWA MEMBERSHIP | 598.556.95700 | 200.00          |
|            |      |         |                                |                                      |               | <u>400.00</u>   |
| 06/12/2023 | GEN  | 157274  | BARYAMES CLEANERS, INC.        | DRYCLEANING                          | 101.301.74200 | 16.40           |
| 06/12/2023 | GEN  | 157275  | BRONNER'S CHRISTMAS WONDERLAND | DOWNTOWN TREE LIGHTS                 | 101.441.74400 | 3,082.92        |
|            |      | 157275  |                                | DOWNTOWN TREE LIGHTS                 | 248.803.88500 | 3,500.00        |
|            |      |         |                                |                                      |               | <u>6,582.92</u> |
| 06/12/2023 | GEN  | 157276  | C2AE                           | BRIDGE INSPECTIONS 2023              | 203.463.81100 | 1,740.40        |
| 06/12/2023 | GEN  | 157277  | CANDY FORD-MERCURY, INC.       | PV MAINTENANCE INV# 33698            | 101.301.93400 | 108.62          |
| 06/12/2023 | GEN  | 157278  | CAPITAL ASPHALT                | UPM/COLD PATCH TICKET# 00102483      | 203.463.74000 | 1,105.50        |
| 06/12/2023 | GEN  | 157279  | CGS SAFETY TRAINING, INC       | WORK ZONE SAFETY TRAINING            | 101.441.95800 | 436.13          |
|            |      | 157279  |                                | WORK ZONE SAFETY TRAINING            | 598.528.95800 | 436.13          |
|            |      | 157279  |                                | WORK ZONE SAFETY TRAINING            | 598.538.95800 | 436.13          |
|            |      | 157279  |                                | WORK ZONE SAFETY TRAINING            | 598.556.95800 | 436.11          |
|            |      |         |                                |                                      |               | <u>1,744.50</u> |
| 06/12/2023 | GEN  | 157280  | CHRIS GARRISON                 | ELECTRICAL INSPECTIONS AND MILEAGE   | 249.371.81700 | 628.75          |
| 06/12/2023 | GEN  | 157281  | CINTAS FIRST AID & SAFETY #325 | FIRST AID SUPPLIES                   | 101.276.74401 | 11.40           |
|            |      | 157281  |                                | FIRST AID SUPPLIES                   | 101.336.74401 | 93.29           |
|            |      | 157281  |                                | FIRST AID SUPPLIES                   | 101.441.74401 | 20.03           |
|            |      | 157281  |                                | FIRST AID SUPPLIES                   | 598.528.74401 | 4.19            |
|            |      | 157281  |                                | FIRST AID SUPPLIES                   | 598.538.74401 | 20.04           |

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|------------|------|---------|--------------------------------|--|---------------|----------|
|            |      | 157281  |                                | FIRST AID SUPPLIES                     | 598.556.74401 | 4.19     |
|            |      |         |                                |  |               | 153.14   |
| 06/12/2023 | GEN  | 157282  | CITY OF JACKSON - CITY CLERK   | SPRING 23 TRNG CONSORT INV# 230002982  | 101.301.95800 | 567.21   |
| 06/12/2023 | GEN  | 157283  | CLARK HILL                     | LEGAL SERVICES                         | 598.538.80200 | 3,851.50 |
| 06/12/2023 | GEN  | 157284  | CONSUMERS ENERGY               | NATURAL GAS- CITY HALL 04.13.23-05.12  | 101.299.92100 | 190.18   |
| 06/12/2023 | GEN  | 157285  | CONSUMERS ENERGY               | ELECTRIC BILL 5421 S. CLINTON TRL. (MA | 598.538.92100 | 30.96    |
| 06/12/2023 | GEN  | 157286  | CONSUMERS ENERGY               | ELECTRIC BILL 2650 S. MICHIGAN RD. (MA | 598.538.92100 | 31.22    |
| 06/12/2023 | GEN  | 157287  | CONSUMERS ENERGY               | PSB GAS BILL INV# 206258246351         | 101.301.92100 | 213.21   |
|            |      | 157287  |                                | PSB GAS BILL INV# 206258246351         | 101.336.92100 | 213.20   |
|            |      |         |                                |  |               | 426.41   |
| 06/12/2023 | GEN  | 157288  | CSI EMERGENCY APPARATUS, LLC   | FIRE HOSE 5 INCH                       | 101.336.74201 | 4,500.00 |
| 06/12/2023 | GEN  | 157289  | DARREN TANNER                  | PLANNING COMM-05.01.23, 06.05.23       | 101.721.71000 | 40.00    |
| 06/12/2023 | GEN  | 157290  | DATA SOLUTIONS INC             | SEARCH SOFTWARE INV# 798442-202305-1   | 101.301.73500 | 150.00   |
| 06/12/2023 | GEN  | 157291  | DAVID COLESTOCK                | MUSIC IN THE PARK - 6/21/23            | 208.759.74400 | 100.00   |
| 06/12/2023 | GEN  | 157292  | DAVID LYNCH                    | MECHANICAL INSPECTIONS                 | 249.371.81700 | 315.00   |
| 06/12/2023 | GEN  | 157293  | DAWN MCVAY BAUMER              | ART BY DAWN CARICATURES - 4TH EVENT    | 209.757.95900 | 375.00   |
| 06/12/2023 | GEN  | 157294  | DEWOLF & ASSOCIATES            | BAILEY FTO TRAINING INV# 2135          | 101.301.95800 | 845.00   |
| 06/12/2023 | GEN  | 157295  | DEWPOINT                       | MICROSOFT MONTHLY- APRIL 2023          | 101.299.81700 | 7.22     |
| 06/12/2023 | GEN  | 157296  | DEWPOINT                       | MANAGED SERVICES AND DEWPOINT CLOUD(M  | 101.299.81700 | 851.49   |
|            |      | 157296  |                                | MANAGED SERVICES AND DEWPOINT CLOUD(M  | 598.528.81850 | 851.49   |
|            |      | 157296  |                                | MANAGED SERVICES AND DEWPOINT CLOUD(M  | 598.538.81850 | 1,702.98 |
|            |      | 157296  |                                | MANAGED SERVICES AND DEWPOINT CLOUD(M  | 598.556.81850 | 851.48   |
|            |      |         |                                |  |               | 4,257.44 |
| 06/12/2023 | GEN  | 157297  | DORNBOS SIGN & SAFETY INC      | MI-CONES 18IN. TRAFFIC CONES (25)      | 202.463.74000 | 153.13   |
|            |      | 157297  |                                | MI-CONES 18IN. TRAFFIC CONES (25)      | 203.463.74000 | 153.12   |
|            |      |         |                                |  |               | 306.25   |
| 06/12/2023 | GEN  | 157298  | EATON COUNTY TREASURER-TX      | TR 2021 TAX YEAR - ADMIN FEES          | 101.253.60800 | 10.94    |
| 06/12/2023 | GEN  | 157299  | EATON RAPIDS CONSERVATION CLUB | ERCC MEMBERSHIP FOR 2023               | 101.301.95700 | 75.00    |
| 06/12/2023 | GEN  | 157300  | ELHORN ENGINEERING COMPANY     | 7661-30 LIQUFTED AQUADENE 30 GAL       | 598.556.74600 | 1,190.00 |
| 06/12/2023 | GEN  | 157301  | GOULD EXCAVATION               | SIDEWALK REPLACEMENT DUE TO WATER MAI  | 214.249.81000 | 950.00   |
| 06/12/2023 | GEN  | 157302  | GRANGER CONTAINER SERVICE, INC | PSB DUMPSTER INV# 25520477             | 101.301.93100 | 36.37    |
|            |      | 157302  |                                | PSB DUMPSTER INV# 25520477             | 101.336.93100 | 36.36    |

CHECK DISBURSEMENT REPORT FOR EATON RAPIDS  
 CHECK NUMBER 157262 - 157372

| Check Date | Bank | Check # | Payee                           | Description                           | GL #          | Amount   |
|------------|------|---------|---------------------------------|---------------------------------------|---------------|----------|
| 06/12/2023 | GEN  | 157303  | GRANGER CONTAINER SERVICE, INC  | TRASH REMOVAL                         | 101.441.94200 | 72.73    |
|            |      | 157303  |                                 | TRASH REMOVAL                         | 598.528.94200 | 112.93   |
|            |      | 157303  |                                 | TRASH REMOVAL                         | 598.556.94200 | 92.92    |
|            |      |         |                                 |                                       |               | 101.89   |
|            |      |         |                                 |                                       |               | 307.74   |
| 06/12/2023 | GEN  | 157304  | GRANGER CONTAINER SERVICE, INC  | TRASH REMOVAL                         | 101.276.94200 | 95.71    |
| 06/12/2023 | GEN  | 157305  | GRANGER CONTAINER SERVICE, INC  | TRASH SERVICE- CITY HALL              | 101.265.77600 | 61.36    |
| 06/12/2023 | GEN  | 157306  | GREATAMERICA FINANCIAL SVCS.    | MAILING SYSTEM LEASE- 06.2023         | 101.299.93300 | 70.91    |
|            |      | 157306  |                                 | MAILING SYSTEM LEASE- 06.2023         | 598.538.93300 | 59.56    |
|            |      | 157306  |                                 | MAILING SYSTEM LEASE- 06.2023         | 598.556.93300 | 11.34    |
|            |      |         |                                 |                                       |               | 141.81   |
| 06/12/2023 | GEN  | 157307  | GREATAMERICA FINANCIAL SVCS.    | COPY MACHINE LEASE INV# 34140296      | 101.301.73100 | 83.71    |
|            |      | 157307  |                                 | COPY MACHINE LEASE INV# 34140296      | 101.336.73000 | 83.71    |
|            |      |         |                                 |                                       |               | 167.42   |
| 06/12/2023 | GEN  | 157308  | HASTAY'S GREENHOUSE             | COMMUNITY FLOWERS                     | 208.691.93150 | 673.00   |
| 06/12/2023 | GEN  | 157309  | HERITAGE FLAG & BANNER, INC.    | MILITARY GRAVE MARKERS AND FLAGS      | 101.276.95900 | 2,070.00 |
| 06/12/2023 | GEN  | 157310  | HOLLYS EVERGREEN                | MOWING FOREST, MAIN, GROVE AND CANAL  | 203.478.74100 | 595.00   |
| 06/12/2023 | GEN  | 157311  | HOPKINS MECHANICAL SERVICES LLC | CITY HALL HVAC SEMI ANNUAL PM & REPAI | 101.265.93100 | 2,525.00 |
| 06/12/2023 | GEN  | 157312  | HUTSON INC.                     | BLADES FOR MOWERS 23 SEASON           | 101.276.93200 | 172.27   |
| 06/12/2023 | GEN  | 157313  | HUTSON INC.                     | 2 CYCLE OIL / TRIMMER LINE 5LB        | 101.276.93200 | 127.13   |
| 06/12/2023 | GEN  | 157314  | HUTSON INC.                     | SWITCH AM103119                       | 101.276.93200 | 12.23    |
| 06/12/2023 | GEN  | 157315  | INTERNATIONAL MINUTE PRESS      | UTILITY BILLS, NEWSLETTERS, ENVELOPES | 208.691.73000 | 597.16   |
|            |      | 157315  |                                 | UTILITY BILLS, NEWSLETTERS, ENVELOPES | 598.528.72800 | 221.72   |
|            |      | 157315  |                                 | UTILITY BILLS, NEWSLETTERS, ENVELOPES | 598.528.73000 | 108.38   |
|            |      | 157315  |                                 | UTILITY BILLS, NEWSLETTERS, ENVELOPES | 598.538.72800 | 1,108.72 |
|            |      | 157315  |                                 | UTILITY BILLS, NEWSLETTERS, ENVELOPES | 598.538.73000 | 541.84   |
|            |      | 157315  |                                 | UTILITY BILLS, NEWSLETTERS, ENVELOPES | 598.556.72800 | 253.42   |
|            |      | 157315  |                                 | UTILITY BILLS, NEWSLETTERS, ENVELOPES | 598.556.73000 | 123.82   |
|            |      |         |                                 |                                       |               | 2,955.06 |
| 06/12/2023 | GEN  | 157316  | JILL SKINNER                    | PLANNING COMM-05.01.23, 06.05.23      | 101.721.71000 | 40.00    |
| 06/12/2023 | GEN  | 157317  | KAYDENCE RICHARDSON             | CHAUFFEUR'S LICENCE REIMBURSMENT      | 208.780.74400 | 35.73    |
| 06/12/2023 | GEN  | 157318  | KENDALL ELECTRIC, INC.          | SERV ENT. CAP 1IN PVC ETC             | 598.538.75000 | 0.26     |
|            |      | 157318  |                                 | SERV ENT. CAP 1IN PVC ETC             | 598.538.75500 | 26.19    |
|            |      |         |                                 |                                       |               | 26.45    |

CHECK DISBURSEMENT REPORT FOR EATON RAPIDS  
CHECK NUMBER 157262 - 157372

| Check Date | Bank | Check # | Payee                           | Description                           | GL #          | Amount    |
|------------|------|---------|---------------------------------|---------------------------------------|---------------|-----------|
| 06/12/2023 | GEN  | 157319  | KENDALL ELECTRIC, INC.          | 250' COIL OF 14/2 UF WIRE             | 598.538.75500 | 106.38    |
| 06/12/2023 | GEN  | 157320  | KENDALL ELECTRIC, INC.          | HEAVY DUTY PHOTO EYE EK4536 (36)      | 598.538.75500 | 2,603.74  |
| 06/12/2023 | GEN  | 157321  | KENDALL ELECTRIC, INC.          | 3" PVC SCH 40 CONDUIT (50FT)          | 598.538.74400 | 274.25    |
| 06/12/2023 | GEN  | 157322  | KENDALL ELECTRIC, INC.          | 1" TERM ADAPTER                       | 598.538.75500 | 1.01      |
| 06/12/2023 | GEN  | 157323  | KENDALL ELECTRIC, INC.          | ADAPTERS AND BUSHINGS                 | 598.538.75500 | 32.81     |
| 06/12/2023 | GEN  | 157324  | LANSING UNIFORM COMPANY         | UNIFORMS WEEKS & SNYDER INV# 97650-A0 | 101.301.74200 | 359.80    |
| 06/12/2023 | GEN  | 157325  | LARRY WICKER                    | PLANNING COMM-05.01.23, 06.05.23      | 101.721.71000 | 40.00     |
| 06/12/2023 | GEN  | 157326  | LOU'S CUTTING EDGE TREE SERVICE | MAIN STREET TREE TRIMMING 2023.       | 203.463.80800 | 14,000.00 |
| 06/12/2023 | GEN  | 157327  | LOUIE RODRIGUEZ                 | YOUTH SUMMER BALL JERSEYS             | 208.691.74403 | 1,900.00  |
| 06/12/2023 | GEN  | 157328  | MARTIN VANEK                    | PLANNING COMM-05.01.23, 06.05.23      | 101.721.71000 | 20.00     |
| 06/12/2023 | GEN  | 157329  | MICHAEL BAKER                   | PLANNING COMM-05.01.23, 06.05.23      | 101.721.71000 | 40.00     |
| 06/12/2023 | GEN  | 157330  | MICHIGAN MUNICIPAL LEAGUE       | POLICY PREMIUM                        | 101.000.12300 | 7,345.00  |
| 06/12/2023 | GEN  | 157331  | MICHIGAN PEDAL PULLERS, INC.    | PEDAL PULLERS - 4TH EVENT             | 209.757.95900 | 675.00    |
| 06/12/2023 | GEN  | 157332  | MICHIGAN STATE POLICE           | MICJIN TOKEN OCT-DEC 2022 INV#551-608 | 101.301.95900 | 66.00     |
| 06/12/2023 | GEN  | 157333  | MIKA, MEYERS, BECKETT & JONES   | PROF LEGAL SVS THROUGH 04/30/23       | 101.301.80200 | 170.00    |
| 06/12/2023 | GEN  | 157334  | PAUL WEGNER                     | PLANNING COMM-05.01.23, 06.05.23      | 101.721.71000 | 40.00     |
| 06/12/2023 | GEN  | 157335  | PEERLESS MIDWEST, INC.          | SERVICE TESTS AND GUAGE REPLACEMENTS  | 598.556.93200 | 2,380.00  |
| 06/12/2023 | GEN  | 157336  | PLANET X                        | INFLATABLES - JULY 3                  | 209.757.95900 | 755.00    |
| 06/12/2023 | GEN  | 157337  | PLANET X                        | INFLATABLES JULY 4                    | 209.757.95900 | 1,620.00  |
| 06/12/2023 | GEN  | 157338  | POWER LINE SUPPLY COMPANY       | KLEIN GUY WIRE PULLING GRIP 16477-24  | 598.538.74400 | 274.00    |
| 06/12/2023 | GEN  | 157339  | POWER LINE SUPPLY COMPANY       | SHIRT FR LS 104138-537-L - SHIRT FR L | 598.538.74200 | 148.00    |
| 06/12/2023 | GEN  | 157340  | POWER LINE SUPPLY COMPANY       | 30 AMP FUSELINK M30KA23               | 598.538.74400 | 805.64    |
| 06/12/2023 | GEN  | 157341  | POWER LINE SUPPLY COMPANY       | TYPE K 50A FUSELINK M50KA23           | 598.538.74400 | 106.93    |
| 06/12/2023 | GEN  | 157342  | POWER LINE SUPPLY COMPANY       | METER SOCKET UC1299-XL XMFR RATED 1 P | 598.538.74400 | 262.16    |
| 06/12/2023 | GEN  | 157343  | POWER LINE SUPPLY COMPANY       | U-SHAPED CONDUCTOR BRUSH 10-184       | 598.538.74400 | 156.00    |
| 06/12/2023 | GEN  | 157344  | POWER LINE SUPPLY COMPANY       | POLE TAMP REPAIR PARTS AND LABOR      | 598.538.93200 | 541.35    |
| 06/12/2023 | GEN  | 157345  | POWER LINE SUPPLY COMPANY       | POLLY PULLING LINE 6500'              | 598.538.74400 | 80.00     |
| 06/12/2023 | GEN  | 157346  | RANDY JEWELL                    | ASSESSING SERVICES - MAY 23           | 101.257.81700 | 2,616.00  |
| 06/12/2023 | GEN  | 157347  | RICHARD LOFTUS                  | PLANNING COMM-05.01.23, 06.05.23      | 101.721.71000 | 40.00     |
| 06/12/2023 | GEN  | 157348  | ROSE PEST SOLUTIONS             | PEST CONTROL- MAY                     | 101.265.77600 | 73.00     |

CHECK DISBURSEMENT REPORT FOR EATON RAPIDS  
CHECK NUMBER 157262 - 157372

| Check Date | Bank | Check # | Payee                       | Description                           | GL #          | Amount     |
|------------|------|---------|-----------------------------|---------------------------------------|---------------|------------|
| 06/12/2023 | GEN  | 157349  | RUSS HALSEY                 | PLANNING COMM-05.01.23, 06.05.23      | 101.721.71000 | 40.00      |
| 06/12/2023 | GEN  | 157350  | SHARE CORPORATION           | ORANGE NITRILE GLOVES 8.5MILL XL AND  | 101.441.74400 | 121.53     |
|            |      | 157350  |                             | ORANGE NITRILE GLOVES 8.5MILL XL AND  | 598.528.74400 | 121.52     |
|            |      |         |                             |                                       |               | 243.05     |
| 06/12/2023 | GEN  | 157351  | SHRED HUB                   | SHRED SERVICE 05.23.23                | 101.299.73000 | 50.00      |
| 06/12/2023 | GEN  | 157352  | SIEMENS INDUSTRY, INC.      | HYDRORANGER 200 FOR EFFLUENT FLOW REA | 598.528.93200 | 2,658.00   |
| 06/12/2023 | GEN  | 157353  | STAPLES                     | PLASTIC WEAR                          | 101.299.73000 | 100.62     |
| 06/12/2023 | GEN  | 157354  | STAPLES                     | TONER CARTRIDGE                       | 101.299.73000 | 126.13     |
| 06/12/2023 | GEN  | 157355  | STEVE SHARPE                | JUNE 14 MUSIC IN THE PARKS            | 208.759.74400 | 500.00     |
| 06/12/2023 | GEN  | 157356  | SWANK MOTION PICTURES       | PUSS IN BOOTS THE LAST WISH - 6/21/20 | 208.759.74400 | 480.00     |
| 06/12/2023 | GEN  | 157357  | SWANK MOTION PICTURES       | TOP GUN MAVERICK - 6/29/23            | 208.759.74400 | 480.00     |
| 06/12/2023 | GEN  | 157358  | THE COUNTY JOURNAL          | PUBLISHING-ZBA NOTICE 06.14.23        | 101.215.90400 | 76.60      |
| 06/12/2023 | GEN  | 157359  | THE COUNTY JOURNAL          | PUBLISHING- PLANNING COMM NOTICE 6.05 | 101.215.90400 | 61.98      |
| 06/12/2023 | GEN  | 157360  | THE HARKNESS LAW FIRM, PLLC | MAY LEGAL SERVICES INV# 71            | 101.301.80200 | 2,083.33   |
| 06/12/2023 | GEN  | 157361  | THE RAPID GROUP LLC         | DOCUMENT SHREDDING INV# 156770        | 101.301.95900 | 25.00      |
| 06/12/2023 | GEN  | 157362  | THE RIGHT TOUCH JANITORIAL  | JANITORIAL SERVICES- 05.16.23-05.26.2 | 101.265.77600 | 360.00     |
| 06/12/2023 | GEN  | 157363  | TNT MUSIC                   | 4TH OF JULY DJ SERVICE                | 209.757.95900 | 450.00     |
| 06/12/2023 | GEN  | 157364  | TROY CRAVEN                 | BOOT ALLOWANCE - TROY CRAVEN          | 598.538.74200 | 125.00     |
| 06/12/2023 | GEN  | 157365  | USA BLUE BOOK               | LAB SUPPLIES WWTP                     | 598.528.74900 | 711.47     |
| 06/12/2023 | GEN  | 157366  | UTILITY CONSULTING GROUP    | PPCA CALCULATION MAY 2023             | 598.538.92300 | 204.75     |
| 06/12/2023 | GEN  | 157367  | VALERIE HILTZ               | PLANNING COMM-05.01.23, 06.05.23      | 101.721.71000 | 20.00      |
| 06/12/2023 | GEN  | 157368  | VERIZON WIRELESS            | MACHINE TO MACHINE TEXT               | 101.441.85200 | 79.32      |
|            |      | 157368  |                             | MACHINE TO MACHINE TEXT               | 598.528.85200 | 84.90      |
|            |      | 157368  |                             | MACHINE TO MACHINE TEXT               | 598.556.85200 | 79.50      |
|            |      |         |                             |                                       |               | 243.72     |
| 06/12/2023 | GEN  | 157369  | VISUAL EDGE IT              | COPY MACHINE METER READ INV# 24AR8112 | 101.301.73100 | 29.31      |
|            |      | 157369  |                             | COPY MACHINE METER READ INV# 24AR8112 | 101.336.73000 | 29.30      |
|            |      |         |                             |                                       |               | 58.61      |
| 06/15/2023 | GEN  | 157370  | LYDEN OIL COMPANY           | GREASE FOR WWTP EQUIPMENT             | 598.528.93200 | 76.00      |
|            |      |         | TOTAL - ALL FUNDS           | TOTAL OF 109 CHECKS                   |               | 129,886.26 |



For Payroll ID: 602 Check Date: 06/09/2023 Pay Period End Date: 06/04/2023

| Check Date | Bank | Check Number | Name                  | Check Gross | Physical Check Amount | Direct Deposit | Status     |
|------------|------|--------------|-----------------------|-------------|-----------------------|----------------|------------|
| 06/09/2023 | GEN  | 301403       | CRAVEN, TROY L.       | 3,007.94    | 438.35                | 1,590.00       | Processing |
| 06/09/2023 | GEN  | 301404       | MCDANIEL, GRACYN M    | 110.25      | 97.12                 | 0.00           | Processing |
| 06/09/2023 | GEN  | 301405       | MONROE, MARGARET E    | 296.88      | 261.55                | 0.00           | Processing |
| 06/09/2023 | GEN  | DD86003      | ADLEMAN, COREY M      | 1,918.40    | 0.00                  | 1,350.53       | Processing |
| 06/09/2023 | GEN  | DD86004      | BABCOCK, HANNAH M     | 63.00       | 0.00                  | 55.50          | Processing |
| 06/09/2023 | GEN  | DD86005      | BAILEY, SEAN          | 4,026.40    | 0.00                  | 2,758.80       | Processing |
| 06/09/2023 | GEN  | DD86006      | BOOMER, LAURA S       | 3,063.49    | 0.00                  | 1,608.08       | Processing |
| 06/09/2023 | GEN  | DD86007      | BRISCOE, CRAIG A      | 2,473.36    | 0.00                  | 1,517.79       | Processing |
| 06/09/2023 | GEN  | DD86008      | CAGLE, COREY J        | 2,861.10    | 0.00                  | 1,959.16       | Processing |
| 06/09/2023 | GEN  | DD86009      | CREGER, JR., PAUL L   | 2,663.49    | 0.00                  | 1,419.85       | Processing |
| 06/09/2023 | GEN  | DD86010      | EDDY, KIMBERLY T.     | 2,390.00    | 0.00                  | 1,877.45       | Processing |
| 06/09/2023 | GEN  | DD86011      | FERGUSON, JASON M     | 2,333.63    | 0.00                  | 1,740.20       | Processing |
| 06/09/2023 | GEN  | DD86012      | FOWLER, MELANIE A     | 399.63      | 0.00                  | 352.08         | Processing |
| 06/09/2023 | GEN  | DD86013      | FOWLER, RAYLEE A      | 52.50       | 0.00                  | 46.25          | Processing |
| 06/09/2023 | GEN  | DD86014      | FULLER, STEVE         | 2,311.20    | 0.00                  | 1,466.25       | Processing |
| 06/09/2023 | GEN  | DD86015      | HAYNOR, LEE JAMES     | 2,516.50    | 0.00                  | 1,929.69       | Processing |
| 06/09/2023 | GEN  | DD86016      | HEINRITZ, BENJAMIN W  | 2,824.53    | 0.00                  | 1,826.85       | Processing |
| 06/09/2023 | GEN  | DD86017      | HENDON, DAVID A       | 2,000.00    | 0.00                  | 1,404.26       | Processing |
| 06/09/2023 | GEN  | DD86018      | HUMMEL, LEROY         | 3,040.00    | 0.00                  | 2,094.21       | Processing |
| 06/09/2023 | GEN  | DD86019      | KUNKEL, DOUG          | 3,116.91    | 0.00                  | 2,224.48       | Processing |
| 06/09/2023 | GEN  | DD86020      | KUNKEL, ERIC D        | 1,080.00    | 0.00                  | 967.67         | Processing |
| 06/09/2023 | GEN  | DD86021      | KUYKENDOLL, JEREMY M  | 2,523.36    | 0.00                  | 1,610.16       | Processing |
| 06/09/2023 | GEN  | DD86022      | LEASE, GARRETT L      | 2,051.03    | 0.00                  | 1,468.60       | Processing |
| 06/09/2023 | GEN  | DD86023      | LEASE, MARK A.        | 2,571.29    | 0.00                  | 1,622.96       | Processing |
| 06/09/2023 | GEN  | DD86024      | MCDANIEL, BRAYDEN W   | 555.00      | 0.00                  | 479.02         | Processing |
| 06/09/2023 | GEN  | DD86025      | MCNUTT, ROGER A.      | 1,200.00    | 0.00                  | 980.95         | Processing |
| 06/09/2023 | GEN  | DD86026      | MORRISON, JAMES       | 3,143.52    | 0.00                  | 2,084.47       | Processing |
| 06/09/2023 | GEN  | DD86027      | NOBACH, JONATHAN S    | 2,397.89    | 0.00                  | 1,721.31       | Processing |
| 06/09/2023 | GEN  | DD86028      | PERKINS, BROOKE M     | 2,240.00    | 0.00                  | 1,579.36       | Processing |
| 06/09/2023 | GEN  | DD86029      | PIERCE, III, ROBERT J | 3,096.00    | 0.00                  | 2,115.16       | Processing |

For Payroll ID: 602    Check Date: 06/09/2023    Pay Period End Date: 06/04/2023

| Check Date | Bank | Check Number | Name                   | Check Gross | Physical Check Amount | Direct Deposit | Status     |
|------------|------|--------------|------------------------|-------------|-----------------------|----------------|------------|
| 06/09/2023 | GEN  | DD86030      | PLATTE, DILLON S       | 1,827.50    | 0.00                  | 1,386.57       | Processing |
| 06/09/2023 | GEN  | DD86031      | RICE, ELEXCIA D        | 321.88      | 0.00                  | 283.57         | Processing |
| 06/09/2023 | GEN  | DD86032      | RICHARDS, NICHOLAS L   | 1,948.00    | 0.00                  | 1,348.56       | Processing |
| 06/09/2023 | GEN  | DD86033      | RICHARDSON, KAYDENCE E | 546.25      | 0.00                  | 479.88         | Processing |
| 06/09/2023 | GEN  | DD86034      | RIDGE, YVONNE L        | 3,911.13    | 0.00                  | 2,494.49       | Processing |
| 06/09/2023 | GEN  | DD86035      | SCOTT, CHRISTOPHER A.  | 2,562.21    | 0.00                  | 1,657.76       | Processing |
| 06/09/2023 | GEN  | DD86036      | SIFTON, LEE H.         | 3,193.02    | 0.00                  | 2,070.37       | Processing |
| 06/09/2023 | GEN  | DD86037      | SOUTHWARD, MALLORY M   | 2,082.08    | 0.00                  | 1,477.36       | Processing |
| 06/09/2023 | GEN  | DD86038      | TWICHELL, ANTHONY S    | 2,131.20    | 0.00                  | 1,506.46       | Processing |
| 06/09/2023 | GEN  | DD86039      | TYLER, LEIGH A         | 2,164.12    | 0.00                  | 1,701.03       | Processing |
| 06/09/2023 | GEN  | DD86040      | VERHELLE, TODD W.      | 2,407.50    | 0.00                  | 1,571.38       | Processing |
| 06/09/2023 | GEN  | DD86041      | WARSOP, JARED L        | 2,928.36    | 0.00                  | 1,975.10       | Processing |
| 06/09/2023 | GEN  | DD86042      | WEEKS II, LARRY J.     | 3,349.10    | 0.00                  | 2,351.73       | Processing |
| 06/09/2023 | GEN  | DD86043      | ZUBAL, ELISABETH P     | 11.50       | 0.00                  | 10.13          | Processing |

Totals:

|                        |     |           |        |           |
|------------------------|-----|-----------|--------|-----------|
| Number of Checks:      | 044 | 91,711.15 | 797.02 | 62,165.48 |
| Total Physical Checks: | 3   |           |        |           |
| Total Check Stubs:     | 41  |           |        |           |



**INVOICE DATE:** 05/23/23  
**DUE DATE:** 05/29/23

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

**89,656.40**

Due Date: 05/29/23

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

|                          |                           | DAY AHEAD         |             | REAL TIME |            |                |
|--------------------------|---------------------------|-------------------|-------------|-----------|------------|----------------|
| <u>MISO ENERGY</u>       |                           | MWH               | \$\$\$      | MWH       | \$\$\$     | TOTAL \$\$\$   |
| LOAD                     | LOAD                      | 1,772.400         | 57,346.93   | 57.087    | 1,866.07   | 59,213.00      |
|                          | GENERATION                | -                 | -           | -         | -          | -              |
| BELLE RIVER              | GENERATION                | -                 | -           | -         | -          | -              |
| CAMPBELL                 | GENERATION                | -                 | -           | -         | -          | -              |
| KALKASKA CT              | GENERATION                | -                 | -           | -         | -          | -              |
| BILATERALS               | GENERATION                | (676.800)         | (21,032.67) |           |            | (21,032.67)    |
| RENEWABLE                | LANDFILL                  | (33.600)          | (1,067.83)  | 2.031     | 93.58      | (974.25)       |
|                          | ESP WIND                  | (108.187)         | (2,775.76)  |           |            | (2,775.76)     |
|                          | ESP SOLAR                 | (327.247)         | (11,297.66) | (38.831)  | (1,628.34) | (12,926.00)    |
|                          | HYDRO/SOLAR               | -                 | -           | (71.879)  | (2,225.11) | (2,225.11)     |
|                          | SUBTOTAL                  | 626.566           | 21,173.01   | (51.592)  | (1,893.80) | 19,279.21      |
| LMP                      | Purchase                  | 626.566           | 21,173.01   | 60.505    | 1,980.93   |                |
|                          | Sale                      | -                 | -           | (112.097) | (3,874.73) |                |
|                          |                           |                   |             |           |            |                |
| <u>PJM ENERGY</u>        |                           | MWH               | \$\$\$      |           |            | \$\$\$         |
| AFEC                     | GENERATION                | (281.333)         | (8,842.08)  |           |            | (8,842.08)     |
| AFEC                     | PROJECT COST              | Variable          | 12,882.24   | Fixed     | 7,315.63   | 20,197.87      |
| ORCHARD HILLS            | LANDFILL                  | (9.901)           | (80.54)     |           |            | (80.54)        |
|                          |                           |                   |             |           |            |                |
| Subtotal                 |                           |                   |             |           |            | 11,275.25      |
|                          |                           |                   |             |           |            |                |
| <u>MISO OVERHEADS</u>    |                           |                   |             |           |            |                |
|                          | SOLAR                     |                   |             |           |            | 140.97         |
|                          | BELLE RIVER               |                   |             |           |            | -              |
|                          | CAMPBELL                  |                   |             |           |            | -              |
|                          | PEGASUS                   |                   |             |           |            | 13.64          |
|                          | ESP                       |                   |             |           |            | 445.36         |
| Subtotal                 |                           |                   |             |           |            | 599.97         |
|                          |                           |                   |             |           |            |                |
| <u>ADDITIONAL ITEMS</u>  |                           |                   |             |           |            |                |
|                          | BILAT CONTRACT COST       | 05/20/23          | 05/26/23    | MWH       | 676.800    | COST 39,544.51 |
|                          | PEGASUS CONTRACT COST     | 05/06/23          | 05/12/23    |           | 108.187    | 4,630.41       |
|                          | ASSEMBLY I CONTRACT COST  | 05/06/23          | 05/12/23    |           | 108.210    | 4,925.66       |
|                          | ASSEMBLY II CONTRACT COST | 05/06/23          | 05/12/23    |           | 147.475    | 5,558.26       |
|                          | CALHOUN CONTRACT COST     | 05/06/23          | 05/12/23    |           | 110.393    | 4,686.17       |
|                          | STAGE II ARR              |                   |             |           |            | -              |
|                          | RAA CAPACITY CREDIT       |                   |             |           |            | (844.13)       |
|                          | MVP DISTRIBUTION          |                   |             |           |            | 0.62           |
|                          | SCHEDULE 4S               |                   |             |           |            | -              |
|                          | MONTHLY TRANSMISSION      | April-23          |             |           |            | -              |
|                          | MONTHLY TRANSMISSION      | Prior Adjustments |             |           |            | -              |
|                          | MONTHLY CAPACITY          | April-23          |             |           |            | -              |
| 2022 REVISION STATEMENTS |                           |                   |             |           |            | 0.47           |
|                          |                           |                   |             |           |            | 58,501.91      |

|   |  |
|---|--|
| TOTAL AMOUNT DUE FROM (TO) EATON RAPIDS |  |
|---|--|

89,656.40

| S7       |          | S14      |          | S55      |          | S105     |          |
|----------|----------|----------|----------|----------|----------|----------|----------|
| 05/06/23 | 05/12/23 | 04/29/23 | 05/05/23 | 03/19/23 | 03/25/23 | 01/28/23 | 02/03/23 |

Green Ridge  
5/23/23

INVOICE #: 20230530ETRP

INVOICE DATE: 05/30/23

DUE DATE: 06/05/23

**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**

**89,747.74**

Due Date: 06/05/23

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                      | 1,752.100         | 49,882.62   | 162.923   | 4,289.40   | 54,172.02        |
|  | GENERATION                | -                 | -           | (7.804)   | (205.55)   | (205.55)         |
| BELLE RIVER                                    | GENERATION                | -                 | -           | -         | -          | -                |
| CAMPBELL                                       | GENERATION                | -                 | -           | -         | -          | -                |
| KALKASKA CT                                    | GENERATION                | -                 | -           | -         | -          | -                |
| BILATERALS                                     | GENERATION                | (676.800)         | (19,110.50) |           |            | (19,110.50)      |
| RENEWABLE                                      | LANDFILL                  | (33.600)          | (945.68)    | 4.395     | 122.68     | (823.00)         |
|  | ESP WIND                  | (183.268)         | (4,894.94)  |           |            | (4,894.94)       |
|  | ESP SOLAR                 | (336.475)         | (10,648.57) | (24.431)  | (1,019.13) | (11,667.70)      |
|  | HYDRO/SOLAR               | -                 | -           | (108.582) | (2,614.56) | (2,614.56)       |
|  | SUBTOTAL                  | 521.957           | 14,282.93   | 26.501    | 572.84     | 14,855.77        |
| LMP  | Purchase                  | 526.194           | 14,353.79   | 84.710    | 2,471.96   |                  |
|  | Sale                      | (4.237)           | (70.86)     | (58.209)  | (1,899.12) |                  |
| PJM ENERGY                                     |                           | MWH               | \$\$\$      |           |            | \$\$\$           |
| AFEC   | GENERATION                | (361.668)         | (11,548.03) |           |            | (11,548.03)      |
| AFEC   | PROJECT COST              | Variable          | 16,560.78   | Fixed     | 7,315.63   | 23,876.41        |
| ORCHARD HILLS                                  | LANDFILL                  | (9.839)           | (352.84)    |           |            | (352.84)         |
| Subtotal                                       |                           |                   |             |           |            | 11,975.54        |
| MISO OVERHEADS                                 | SOLAR                     |                   |             |           |            | 62.81            |
|  | BELLE RIVER               |                   |             |           |            | -                |
|  | CAMPBELL                  |                   |             |           |            | -                |
|  | PEGASUS                   |                   |             |           |            | 22.86            |
|  | ESP                       |                   |             |           |            | 406.77           |
| Subtotal                                       |                           |                   |             |           |            | 492.44           |
| ADDITIONAL ITEMS                               |                           |                   |             |           |            |                  |
|  | BILAT CONTRACT COST       | 05/27/23          | 06/02/23    | MWH       | COST       |                  |
|  | PEGASUS CONTRACT COST     | 05/13/23          | 05/19/23    | 696.000   | 40,462.32  |                  |
|  | ASSEMBLY I CONTRACT COST  | 05/13/23          | 05/19/23    | 183.268   | 7,843.87   |                  |
|  | ASSEMBLY II CONTRACT COST | 05/13/23          | 05/19/23    | 104.683   | 4,765.10   |                  |
|  | CALHOUN CONTRACT COST     | 05/13/23          | 05/19/23    | 142.567   | 5,372.94   |                  |
|  | STAGE II ARR              | 05/13/23          | 05/19/23    | 113.666   | 4,825.12   |                  |
|  | RAA CAPACITY CREDIT       |                   |             |           | -          |                  |
|  | MVP DISTRIBUTION          |                   |             |           | (844.13)   |                  |
|  | SCHEDULE 49               |                   |             |           | (1.30)     |                  |
|  | MONTHLY TRANSMISSION      | April-23          |             |           | -          |                  |
|  | MONTHLY TRANSMISSION      | Prior Adjustments |             |           | -          |                  |
|  | MONTHLY CAPACITY          | April-23          |             |           | -          |                  |
| MISO REVISION STATEMENTS                       |                           |                   |             |           |            | 0.07             |
|  |                           |                   |             |           |            | 62,423.99        |
| <b>TOTAL AMOUNT DUE FROM (TO) EATON RAPIDS</b> |                           |                   |             |           |            | <b>89,747.74</b> |

|          |          |          |          |
|----------|----------|----------|----------|
| S7       | S14      | S55      | S105     |
| 05/13/23 | 05/19/23 | 05/06/23 | 05/12/23 |
|          | 03/26/23 | 04/01/23 | 02/04/23 |
|          |          |          | 02/10/23 |

INVOICE #: 20230606ETRP

INVOICE DATE: 06/06/23

DUE DATE: 06/12/23

**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**

**96,414.31**

Due Date: 06/12/23

**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                      | 1,810.500         | 48,960.07   | 131.063   | 3,298.53   | 52,258.60        |
|  | GENERATION                | -                 | -           | -         | -          | -                |
| BELLE RIVER                                    | GENERATION                | -                 | -           | -         | -          | -                |
| CAMPBELL                                       | GENERATION                | -                 | -           | -         | -          | -                |
| KALKASKA CT                                    | GENERATION                | -                 | -           | -         | -          | -                |
| BILATERALS                                     | GENERATION                | (676.800)         | (18,046.73) |           |            | (18,046.73)      |
| RENEWABLE                                      | LANDFILL                  | (33.600)          | (896.48)    | 5.258     | 135.05     | (761.43)         |
|  | ESP WIND                  | (151.703)         | (3,660.48)  |           |            | (3,660.48)       |
|  | ESP SOLAR                 | (441.877)         | (12,985.76) | 45.721    | 1,163.78   | (11,821.98)      |
|  | HYDRO/SOLAR               | -                 | -           | (114.906) | (2,854.97) | (2,854.97)       |
|  | SUBTOTAL                  | 506.520           | 13,370.62   | 67.136    | 1,742.39   | 15,113.01        |
| LMP  | Purchase                  | 533.808           | 14,055.63   | 113.188   | 2,857.71   |                  |
|  | Sale                      | (27.288)          | (685.01)    | (46.052)  | (1,115.32) |                  |
| PJM ENERGY                                     |                           | MWH               | \$\$\$      |           |            | \$\$\$           |
| AFEC   | GENERATION                | (288.904)         | (8,427.24)  |           |            | (8,427.24)       |
| AFEC   | PROJECT COST              | Variable          | 13,229.91   | Fixed     | 7,315.63   | 20,544.54        |
| ORCHARD HILLS                                  | LANDFILL                  | (9.458)           | (267.44)    |           |            | (267.44)         |
| Subtotal                                       |                           |                   |             |           |            | 11,849.86        |
| MISO OVERHEADS                                 | SOLAR                     |                   |             |           |            | 47.65            |
|  | BELLE RIVER               |                   |             |           |            | -                |
|  | CAMPBELL                  |                   |             |           |            | -                |
|  | PEGASUS                   |                   |             |           |            | 14.62            |
|  | ESP                       |                   |             |           |            | 386.93           |
| Subtotal                                       |                           |                   |             |           |            | 449.20           |
| ADDITIONAL ITEMS                               |                           |                   |             | MWH       | COST       |                  |
|  | BILAT CONTRACT COST       | 06/03/23          | 06/09/23    | 813.600   | 46,936.51  |                  |
|  | PEGASUS CONTRACT COST     | 05/20/23          | 05/26/23    | 151.703   | 6,492.90   |                  |
|  | ASSEMBLY I CONTRACT COST  | 05/20/23          | 05/26/23    | 120.287   | 5,475.33   |                  |
|  | ASSEMBLY II CONTRACT COST | 05/20/23          | 05/26/23    | 161.552   | 6,088.85   |                  |
|  | CALHOUN CONTRACT COST     | 05/20/23          | 05/26/23    | 114.317   | 4,852.78   |                  |
|  | STAGE II ARR              |                   |             |           | -          |                  |
|  | RAA CAPACITY CREDIT       |                   |             |           | (844.13)   |                  |
|  | MVP DISTRIBUTION          |                   |             |           | -          |                  |
|  | SCHEDULE 49               |                   |             |           | -          |                  |
|  | MONTHLY TRANSMISSION      | May-23            |             |           | -          |                  |
|  | MONTHLY TRANSMISSION      | Prior Adjustments |             |           | -          |                  |
|  | MONTHLY CAPACITY          | May-23            |             |           | -          |                  |
|  | MISCELLANEOUS             |                   |             |           | -          |                  |
| Subtotal                                       |                           |                   |             |           |            | 69,002.24        |
| <b>TOTAL AMOUNT DUE FROM (TO) EATON RAPIDS</b> |                           |                   |             |           |            | <b>96,414.31</b> |
| 05/20/23                                       | S7                        | 05/26/23          | S14         | 05/19/23  | S55        | 04/02/23         |
| 05/20/23                                       |                           | 05/26/23          |             | 05/19/23  |            | 04/02/23         |
|  |                           |                   |             |           |            | 02/11/23         |
|  |                           |                   |             |           |            | 02/17/23         |

THE CITY OF  
**Eaton Rapids**  
MICHIGAN

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  
Fax (517) 663-1116  
[www.cityofeatonrapids.com](http://www.cityofeatonrapids.com)

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

MEETING DATE: 06/12/2023

BUILDING  
DEPARTMENT  
X Work Session  
X Regular Meeting

To: Mayor and City Council  
From: LeRoy Hummel, Building Official  
Submitted: 06/06/2023  
Subject: Planning Commission Recommendation for a land division

**SUMMARY**

The Planning Commission reviewed a land division at 410 Blake St. for Justin and Stacey Robison. The land division will be for creating two parcels from the existing parcel (2.78 acres). The proposed new parcels will be at the dead end of Blake St. and will have frontage on the street. Parcel one (0.78 acres) will be sold for new home construction and parcel two (2.06 acres) will have the existing home on it. Please see the attached survey. The proposed new parcels are compliance with the Zoning ordinance.

The Planning Commission made the recommendation to approve the land division.

**STAFF RECOMMENDATION/MOTION**

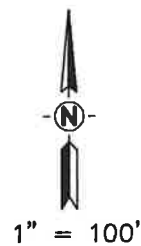
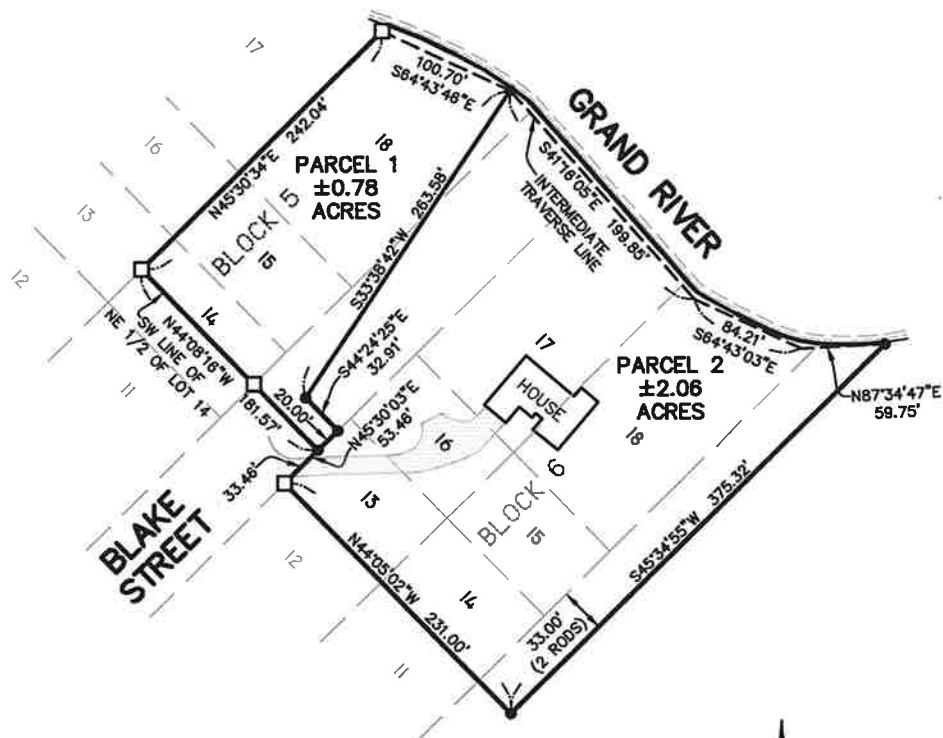
Motion to approve the land division.

**LIST OF SUPPORTING DOCUMENTS**

Survey of proposed parcel.  
Overall map of where the parcel is located.  
Communication to Planning Commission

# LOT SURVEY

FOR: **STAYCEE ROBINSON**



I hereby certify only to the parties hereon that we have surveyed, at the direction of said parties, the above described lot, and that we have found or set, as noted hereon, permanent markers to all corners of said lot and that all visible encroachments of a permanent nature upon said lot are as shown on this survey. Said lot subject to all easements and restrictions of record.

- R = Recorded Distance
- M = Measured Distance
- = Distance Not to Scale
- = Deed Line
- = Set 5/8" Bar W/Cap
- = Found Iron as Noted
- ▨ = Concrete and/or Asphalt
- ▩ = Deck or Porch
- = Fence

**MICHAEL A. GROAT**  
PROFESSIONAL SURVEYOR

DATE  
No. 39079



**KEBS, INC.** KYES ENGINEERING  
BRYAN LAND SURVEYS

13432 PRESTON DRIVE, MARSHALL, MI 49068  
PH. 269-781-9800 FAX. 269-781-9805

2116 HASLETT ROAD, HASLETT, MI 48840  
PH. 517-339-1014 FAX. 517-339-8047

DRAWN BY: **BEB** SECTION **3, T1N, R3W**

FIELD WORK BY: **MJG** JOB NUMBER: **101144**

FIELD WORK DATE: **4/15/23** SHEET **1** OF **2**



## LOT SURVEY

FOR: **STAYCEE ROBINSON**

### PARCEL 1

A parcel of land containing Lot 15, the North 1/2 of Lot 14, and part of Lot 18 of Block 5, and part of Blake Street of Vaughan's Addition to the Village (now City) of Eaton rapids, Michigan, as recorded in Liber 1 of Plats, page 87, in the Office of the Register of Deeds of Eaton County, Michigan, and being further described as: Commencing at the Southwest corner of Lot 13, Block 6 of said Vaughan's Addition; thence N45°30'03"E, 33.46 feet along the Northwest line of said Lot 13 to the Southwest line of the North 1/2 of said Lot 14 extended to the Northwest line of said Lot 13 and the point of beginning of the following described parcel; thence N44°08'16"W, 181.57 feet along said Southwest line of North 1/2 of said Lot 14 and it's extension Southeasterly, to Southwest Corner of the North 1/2 of said Lot 14; thence N45°30'34"E, 242.04 feet along the Northwest line of said Lots 14, 15, and 18 to a intermediate traverse line along the Southwesterly bank of the Grand River; thence S64°43'46"E, 100.70 feet along said intermediate traverse line; thence S33°38'42"W, 263.58 feet; thence S44°24'25"E, 32.91 feet to the Northeast line of said Lot 13 of Block 6; thence S45°30'03"W, 20.00 feet along said Northeast line to the point of beginning; said parcel containing all land between said intermediate traverse line and the bank of the Grand River; said parcel contains 0.78 acres, more or less; said parcel being subject to any easements or restrictions of use or record.

### PARCEL 2

A parcel of land containing Lots 13, 14, 15, 16, 17, and 18 of Block 6, and part of Lot 18 of Block 5, and part of Blake Street of Vaughan's Addition to the Village (now City) of Eaton rapids, Michigan, as recorded in Liber 1 of Plats, page 87, in the Office of the Register of Deeds of Eaton County, Michigan, and a strip of land 33 feet (2 rods) wide adjacent to the Southeast side of said Lots, 14, 15, and 18, and being further described as: Commencing at the Southwest corner of Lot 13, Block 6 of said Vaughan's Addition; thence N45°30'03"E, 53.46 feet along the Northwest line of said Lot 13; thence N44°24'25"W, 32.91 feet; thence N33°38'42"E, 263.58 feet to a intermediate traverse line along the Southwesterly bank of the Grand River; thence the following three course along said intermediate traverse line; 1) S41°16'05"E, 199.85 feet; 2) S64°43'03"E, 84.21 feet; 3) N87°34'47"E, 59.75 feet; thence S45°34'55"W, 375.32 feet, parallel with and 33 feet Southeasterly of the Southeast line of Block 6 of said Vaughan's Addition to the South line of said Lots 13 and 14 of Block 6, extended Southeasterly; thence N44°05'02"W, 231.00 feet along said South line of said Lots 13 and 14 of Block 6, and it's extension Southeasterly to the point of beginning; said parcel containing all land between said intermediate traverse line and the bank of the Grand River; said parcel contains 2.06 acres, more or less; said parcel being subject to any easements or restrictions of use or record.



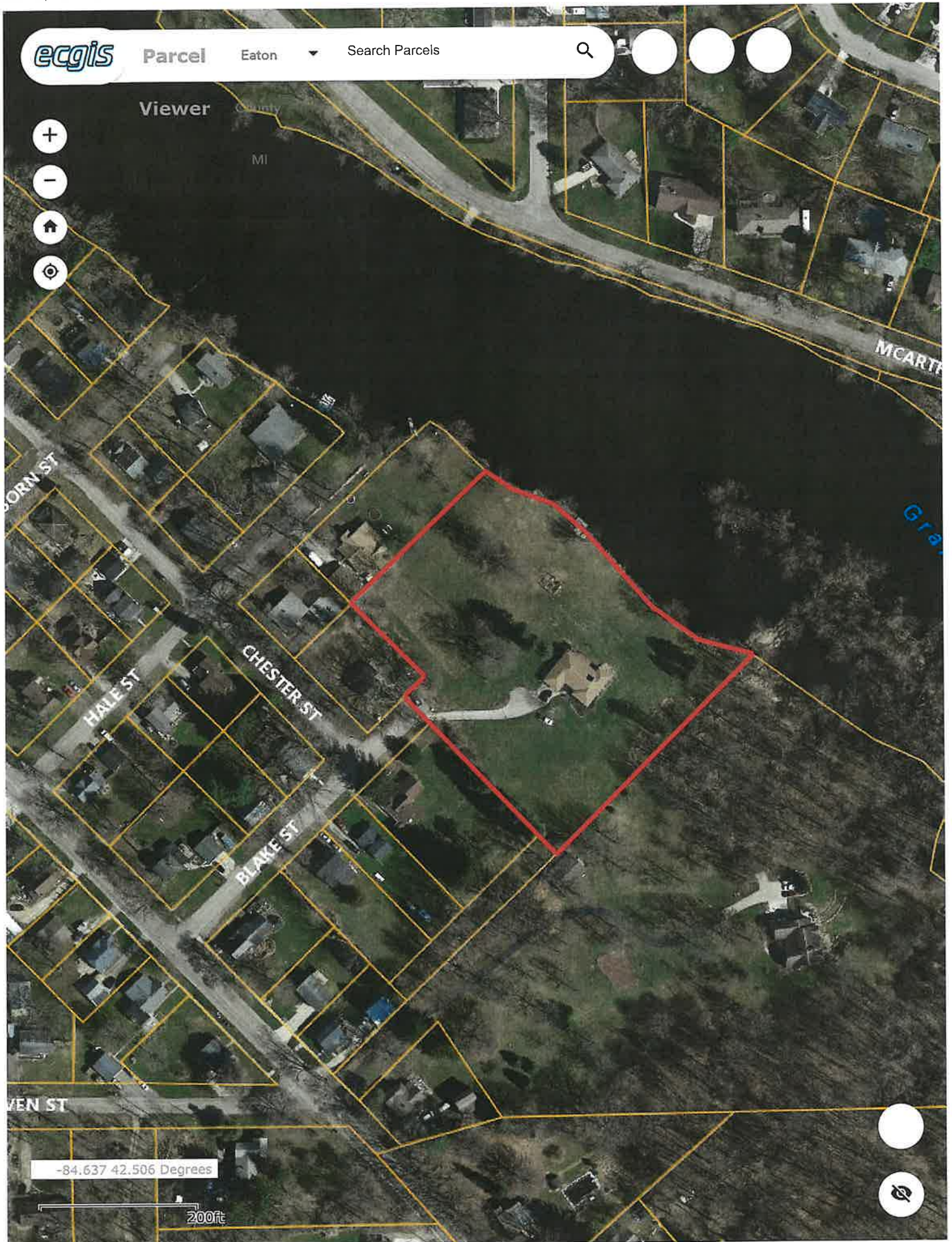
**KEBS, INC.**

KYES ENGINEERING  
BRYAN LAND SURVEYS

13432 PRESTON DRIVE, MARSHALL, MI 49088  
PH. 269-781-9800 FAX. 269-781-9805

2116 HASLETT ROAD, HASLETT, MI 48840  
PH. 517-339-1014 FAX. 517-339-8047

|                                 |                            |
|---------------------------------|----------------------------|
| DRAWN BY: <b>BEB</b>            | SECTION <b>3, T1N, R3W</b> |
| FIELD WORK BY: <b>MJG</b>       | JOB NUMBER: <b>101144</b>  |
| FIELD WORK DATE: <b>4/15/23</b> | SHEET <b>2</b> OF <b>2</b> |



# Planning Commission Communication

TO: Planning Commission

FROM: LeRoy Hummel, Building/Zoning Official

SUBJECT: June 5, 2023 Agenda

The Commission will be considering one item this month.

A Public Hearing will be held for the following item under consideration on the agenda;

**Land Division 410 Blake St.;**

Justin and Stacey Robison are requesting a land division for their property at the above address. The original parcel is 2.84 acres, proposed parcel 1 will be .78 of an acre and proposed parcel 2 will be 2.06 acres, please see the attached survey. Both properties will have City water and sewer.

The proposed parcels will meet the requirements of the Zoning Ordinance.

The Commission will need to recommend to City Council to approve or deny the Land Division.

We will also need to discuss the July meeting date, the members that responded back to me stated they will not be available for a July 3<sup>rd</sup> meeting.

I will also have some accessory building sizes available for you which I will send out before the meeting.

Please contact us if you are able to attend the June 5 meeting.

If you have any questions, please contact me at 517.237.3799, 517.604.0732 cell or at [lhummel@cityofeatonrapids.com](mailto:lhummel@cityofeatonrapids.com).





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  
Fax (517) 663-1116  
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Yvonne Ridge – City Manager  
Laura Boomer – City Clerk  
Larry Joe Weeks – Police Chief  
Roger McNutt – Fire Chief  
VACANT – Treasurer  
LeRoy Hummel – Building Official  
Rob Pierce – Public Works/Utilities Director  
Randy Jewell – City Assessor  
Corey Cagle – Director of Parks,  
Recreation & Events

MEETING DATE: 06/12/2023

POLICE DEPARTMENT

To: Mayor and City Council

☒ Work Session

From: Larry Joe Weeks, Chief of Police

☒ Regular Meeting

Submitted: 05/23/23

Subject: SRO Intergovernmental Agreement Amendment

#### **SUMMARY**

On March 24<sup>th</sup>, 2022, Eaton Rapids City Council engaged in an intergovernmental agreement with Eaton Rapids Public Schools for the purposes of establishing a School Resource Officer Position.

Recently I met with Superintendent Dr. William DeFrance and discussed SRO Jason Ferguson's performance within the district. Dr. DeFrance provided positive feedback on the work SRO Ferguson is doing. So much so that he suggested a pay increase. The attached amendment was completed to reflect an increase from \$35.00hr to \$39.00hr.

SRO Ferguson is considered a part-time, seasonal employee and receives no other city sponsored benefits beyond his hourly wage. His wages and taxes are paid by the district so if the council approves the amendment there would be no additional financial burden on the city. The attached amendment was prepared by the City Attorney and has already been approved by Dr. DeFrance.

The city's agreement with the officers bargaining unit requires that even though the SRO position is not part of the bargaining unit that any change in the intergovernmental agreement be negotiated with the union. I have discussed this with the union president, Officer Craig Briscoe, and he advises the union has no objection to this change.

#### **STAFF RECOMMENDATION/MOTION**

**A motion to approve the amendment as written.**

#### **LIST OF SUPPORTING DOCUMENTS**

**A copy of the proposed amendment.**

**A copy of the original intergovernmental agreement.**

## **ADDENDUM TO INTERGOVERNMENTAL AGREEMENT**

This Addendum is made, entered into and effective this day of June \_\_\_\_, 2023 (the "Effective Date"), by and between the City of Eaton Rapids, a municipal corporation of the State of Michigan ("City"), and the Eaton Rapids Public School District ("School District").

### **RECITALS**

Whereas, the City is authorized to enter into this Addendum pursuant to the Michigan Urban Cooperation Act of 1967, Act No. 7 of 1967 and Section 2.1 General Powers, subsection (b) of the *City Charter of the City of Eaton Rapids* and

Whereas, the School District is authorized to enter into this Addendum pursuant to Section 11a(4) of the Revised School Code, MCL 380.11a(4); and

Whereas, the City and the School District previously executed an intergovernmental agreement with an effective date of March 24, 2022 for the purpose of establishing the position of School Resource Officer within certain complexes of the School District, for the mutual benefit of the parties and to increase public safety within the schools and the community as a whole.

Whereas, the City and the School District have mutually agreed to modify certain provisions of the previously executed intergovernmental agreement for the benefit of both parties.

NOW, THEREFORE, the Parties agree to modify the previously executed agreement as follows:

### **Paragraph 12 shall be modified as follows:**

12. The City shall pay wages directly to the School Resource Officer according to the hourly scale listed below based on the experience of the officer. The payments made to the School Resource Officer described in this Section shall be gross payments. The School District shall pay the City according to the hourly scale listed per hour for the School Resource Officer's services. The School District shall also pay to the City any and all amounts due under the Federal Insurance Contributions Act (FICA) which are incurred by the School Resource Officer's services under this agreement.

0-5 years experience - \$28.00 per hour

6-10 years - \$30.00 per hour

11-15 years - \$32.00 per hour

16 or more years - \$39 per hour

For each subsequent year thereafter, the cost will be adjusted, by mutual written agreement, to take into consideration the City's changes to the budgeted salaries and

fringe benefits of assigned police personnel. These adjustments will be based on the salaries and fringe benefits of those personnel assigned to the School Resource Officer program as of September 1 of each year and the City shall provide preliminary cost data to the School District prior to August 1 of each year for budget planning purposes. Final costs will be provided to the School District prior to both Parties' annual budget adoptions.

**Miscellaneous provisions:**

1. This Addendum may be executed in two (2) or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The signature pages from one (1) or more counterparts may be removed from such counterparts and such signature pages all attached to a single instrument so that the signatures of all parties may be physically attached to a single document.
2. This Addendum shall be interpreted under the laws of the State of Michigan.
3. Any and all disputes, disagreements, lawsuits, causes of action, complaints, or litigation arising out of this Addendum shall be exclusively litigated in the state courts for the County of Eaton, State of Michigan.
4. Should any part of this addendum be deemed unenforceable, the remainder of the Addendum shall remain in full force and effect.
5. This Addendum contains the entire understanding of the parties as to its subject matter. Except as otherwise set forth in this Addendum, the previously executed agreement between the parties remains otherwise unchanged and in full force and effect. There are no oral agreements not stated herein. This Addendum may only be amended by a writing signed by both parties.
6. This Addendum is effective upon the signature of both parties herein:

As to form and Substance:

\_\_\_\_\_  
Eaton Rapids School District

\_\_\_\_\_  
Pamela Colestock, Mayor  
City of Eaton Rapids

Dated:\_\_\_\_\_

Dated:\_\_\_\_\_

\_\_\_\_\_  
Laura Boomer, City Clerk  
City of Eaton Rapids

Dated: \_\_\_\_\_

As to form only:

\_\_\_\_\_  
Counsel for ERSD

Dated: \_\_\_\_\_

\_\_\_\_\_  
Eaton Rapids City Attorney

Dated: \_\_\_\_\_



## INTERGOVERNMENTAL AGREEMENT

This Agreement is made, entered into and effective this day of March 24, 2022 (the "Effective Date"), by and between the City of Eaton Rapids, a municipal corporation of the State of Michigan ("City"), and the Eaton Rapids Public School District ("School District").

### RECITALS

Whereas, the City is authorized to enter into this Agreement pursuant to the Michigan Urban Cooperation Act of 1967, Act No. 7 of 1967 and Section 2.1 General Powers, subsection (b) of the *City Charter of the City of Eaton Rapids* and

Whereas, the School District is authorized to enter into this Agreement pursuant to Section 11a(4) of the Revised School Code, MCL 380.11a(4); and

Whereas, the City and the School District desire to enter into this Agreement for the purpose of establishing the position of School Resource Officer within certain complexes of the School District, for the mutual benefit of the parties and to increase public safety within the schools and the community as a whole. The goal of both parties is to increase public safety within the schools and the community as a whole.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained in this Agreement and other good and valuable consideration, the Parties agree as follows:

### TERMS:

1. The foregoing recitals are incorporated in this Agreement by this reference.
2. The City shall act through its Police Department in the performance of this Agreement. In performing the services hereunder, the City shall comply with all applicable federal, state, and local laws, rules, regulations and ordinances, including, but not limited to policies of the School District's Board of Education and laws relating to the confidentiality of student information (e.g., FERPA, IDEA). It shall be the duty of the School District to provide all School Resource Officers with copies of current School District policies.
3. Pursuant and subject to the terms of this Agreement, the City shall provide one qualified Eaton Rapids Police Officer to serve as School Resource Officer at schools located within the School District. The scope of services and exact school assignments shall be determined by mutual written agreement between the City and the School District.
4. The City, through its Chief of Police, in consultation with the Eaton Rapids Public Schools, shall determine the selection and placement process of all School

WLD  
3-24-22

Resource Officers. The City's Chief of Police shall be solely responsible for selecting the personnel to serve as School Resource Officers. The City's Chief of Police shall evaluate the performance of each School Resource Officer at least annually, and the School District shall reasonably cooperate in such evaluation. The comments of the School District as to performance shall be advisory only and the City retains the final authority as to personnel decisions.

5. The School District, in consultation with the City, shall establish a system that coordinates and schedules the School Resource Officer's work in such a manner as to accomplish the goals of this Agreement.
6. The City's Chief of Police, in consultation with the School District, shall develop a job responsibility description that serves the needs of the School District and the City. That description shall identify and develop all School Resource Officer job responsibilities, and shall incorporate a schedule whereby the School District and the City may collaborate on all related issues. Both the School District and the City's Chief of Police shall approve the policy and meeting schedule.
7. The City's Chief of Police shall supervise the work of the School Resource Officer and provide the transportation and equipment necessary to accomplish all assignments.
8. The School District, in consultation with the City, shall provide assistance in the development and implementation of teaching materials, and shall provide other related functions as may be appropriate to carry out the goals of this Agreement.
9. To the extent possible, the School Resource Officer shall be made available to the School District for the ten (10) month period covering the normal school instructional year. During that period, to the extent possible, the School Resource Officer's work efforts shall be devoted fully to accomplishing the goals set forth in this Agreement.
10. To the extent reasonably possible, mandatory police department training for the School Resource Officer will be conducted at times that do not conflict with normal school schedules. When training schedules conflict with school schedules, the School Resource Officer may be absent from his/her duties at the School District for the duration of the training. Such absences shall not be deemed a breach of this Agreement on the part of the City, nor shall such absences relieve the School District of any of its obligations under this Agreement.
11. In case of a police emergency, the City may call the School Resource Officer away from his/her duties at the School District for the duration of such emergency. Such emergency use of the School Resource Officer's time shall not be deemed a breach of this Agreement on the part of the City, nor shall it relieve the School District of any of its obligations under this Agreement.
12. For the School Districts fiscal year 2021/22, the City shall pay wages directly to the

School Resource Officer according to the hourly scale listed. Commencing with the School District's fiscal year 2021/22. The payments made to the School Resource Officer described in this Section shall be gross payments. The School District shall pay the City according to the hourly scale listed per hour for the School Resource Officer's services. The School District shall also pay to the City any and all amounts due under the Federal Insurance Contributions Act (FICA) which are incurred by the School Resource Officer's services under this agreement.

0-5 years experience - \$28 an hour  
6-10 years - \$30 an hour  
11-15 years - \$32 an hour  
16 or more years - \$35 an hour

For each subsequent year thereafter, the cost will be adjusted, by mutual written agreement, to take into consideration the City's changes to the budgeted salaries and fringe benefits of assigned police personnel. These adjustments will be based on the salaries and fringe benefits of those personnel assigned to the School Resource Officer program as of September 1 of each year and the City shall provide preliminary cost data to the School District prior to August 1 of each year for budget planning purposes. Final costs will be provided to the School District prior to both Parties' annual budget adoptions.

13. The School District shall pay the City on or about the following dates:

December 15  
March 15  
June 15

Checks will be made payable to:

City of Eaton Rapids  
Re: School Resource Officer

Send payments to:

City of Eaton Rapids  
Attn: Treasurer  
200 S. Main Street  
Eaton Rapids, MI 48827

14. At all times during the performance of this Agreement, the police officers who serve as School Resource Officers shall remain employees of the City of Eaton Rapids and shall be eligible for all benefits to which part-time employees are entitled at the City. School Resource Officers shall not be entitled to any benefits offered to School District employees.



15. To the extent permitted by law, each party shall indemnify, defend and hold harmless, the other party and its employees, agents and invitees, from all losses, damages, claims, liabilities and expenses (including without limitation reasonable attorney's fees) for damages to property or injury to persons to the extent and magnitude arising from any act, omission or negligence of the indemnifying party or its employees, agents or invitees.
16. This Agreement shall be effective upon approval by the governing bodies of the Parties and execution of the Agreement.
17. The term of this Agreement shall commence on the Effective Date and shall expire on June 30, 2025, unless sooner terminated in accordance with the terms of this Agreement or as provided by law. In the event that the School District's funding for the School Resource Officer is eliminated or otherwise precluded from being used to fund the position of School Resource Officer, the School District shall provide the City with at least sixty (60) days written notice of the same.
18. The City and the School District shall review this Agreement annually, and, upon written approval by both Parties, may amend it in writing as appropriate under the circumstances.
19. This Agreement may be terminated by either party, with or without cause, upon thirty (30) days written notice to the other party.
20. Property acquired solely for purposes of this Agreement shall be disposed of upon termination or completion as follows:
  - a. Materials, supplies and equipment will be primarily the responsibility of the City, and all materials, supplies, or equipment purchased by the City for the development and implementation of this program shall remain the sole property of the City.
  - b. Any incidental materials, supplies, or equipment purchased or provided by the School District for the development and implementation of this program shall remain the sole property of the School District.
21. The City shall be responsible for any damages or injuries caused by its performance of services under this Agreement. Notwithstanding the foregoing, the City and School District retain all of their respective rights to governmental immunity whether it be created by common law or statute and the Agreement will not be interpreted as waiving any of those rights. The School District shall be responsible for any damages or injuries caused by its performance of duties under this agreement.
22. The Contract Administrator for the City shall be Chief of Police, Larry Joe Weeks, or his designee or successor. The Contract Administrator for the District shall be Superintendent Dr. Bill DeFrance, or his designee or successor.

23. Pursuant to the requirements of Section 1230 and 1230a of the Revised School Code, the School District shall perform a criminal history check through the Michigan State Police, as well as a criminal records check through the Federal Bureau of Investigation, with regard to all persons assigned by the City to regularly and continuously work as a School Resource Officer in any of School District's facilities or at program sites where the School District delivers educational programs and services. The City agrees that it shall not assign any of its employees, agents or other individuals to perform any services under this Agreement where such individuals would regularly and continuously work in School District's facilities or program sites (as defined above) if such person has been convicted of any of the following offenses: (a) any "listed offense" as defined under Section 2 of the Sex Offenders Registration Act, MCL 28.722; (b) any offense enumerated in Sections MCL 380.1535a or 380.1539b of the Revised School Code, MCL 380.1535a; 380.1539b (for positions requiring State Board of Education approval or teacher certification); (c) any offense of a substantially similar enactment of the United States or another State; (d) any felony. Provided that with prior written approval of the Superintendent of School District and of its Board of Education an individual regularly and continuously providing services under this Agreement at School District facilities or program sites may be permitted to perform such services when, in the judgment of the Superintendent and Board of Education of School District, such individual's presence will not pose a danger to the safety or security of School District students or employees; or (e) any offense that would, in the judgment of School District, create a potential risk to the safety and security of students served by School District or employees of School District.

School District reserves the right to refuse City's assignment of any individual, agent or employee of City to render services under this Agreement where the criminal record history of that individual (including any pending criminal charges) indicate, in School District's judgment, unfitness to perform services under this Agreement.

24. This Agreement may be executed in two (2) or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The signature pages from one (1) or more counterparts may be removed from such counterparts and such signature pages all attached to a single instrument so that the signatures of all parties may be physically attached to a single document.

25. This agreement shall be interpreted under the laws of the State of Michigan.

26. Any and all disputes, disagreements, lawsuits, causes of action, complaints, or litigation shall be exclusively litigated in the state courts for the County of Eaton, State of Michigan.

27. Should any part of this agreement be deemed unenforceable, the remainder of the agreement shall remain in full force and effect.


28. This Agreement contains the entire understanding of the parties as to its subject matter. There are no oral agreements not stated herein. This Agreement may only be amended by a writing signed by both parties.

29. This Agreement is effective upon the signature of both parties herein:


As to form and Substance:

  
\_\_\_\_\_  
Eaton Rapids School District

Dated: 3-24-21

  
\_\_\_\_\_  
Pamela Colestock, Mayor  
City of Eaton Rapids

Dated: 3/24/22

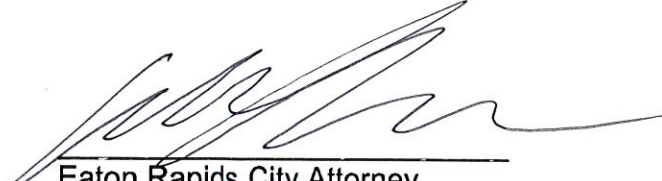
  
\_\_\_\_\_  
Laura Boomer, City Clerk  
City of Eaton Rapids

Dated: 3.24.2022

As to form only:

\_\_\_\_\_  
Counsel for ERSD

Dated: \_\_\_\_\_

  
\_\_\_\_\_  
Eaton Rapids City Attorney

Dated: 3-31-2022



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  
Fax (517) 663-1116

[www.cityofeatonrapids.com](http://www.cityofeatonrapids.com)

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

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MEETING DATE: MONDAY, JUNE 12, 2023

PARKS, RECREATION, & EVENTS DEPARTMENT

To: Mayor and City Council

☐ Work Session

From: Corey Cagle, Director of Parks, Recreation & Events on behalf of First Baptist Church of Eaton Rapids

☒ Regular Meeting

Submitted: 6/6/2023

Subject: "Snakes Alive!" – First Baptist Church of Eaton Rapids

### SUMMARY

The First Baptist Church of Eaton Rapids would like to host "Snakes Alive!" at the Martin Hansen Amphitheater on Sunday, July 30, 2023 from 3:00-8:00PM. This event is an interactive presentation with many interesting reptiles. The First Baptist Church also plans to have a variety of booths with games and food.

### STAFF RECOMMENDATION/MOTION

Motion to approve the Special Events Application for the First Baptist Church event, "Snakes Alive!" to be held on July 30, 2023 at the Martin Hansen Amphitheater.

### LIST OF SUPPORTING DOCUMENTS

Special Event Application



## Reservation and Special Event Permit Application

Complete this application and return it to City Hall at least 21 calendar days prior to the starting date of a type 1 event (less than 100 attendees), or 60 calendar days prior to the starting date of a type 2 event (greater than 100 attendees).

A \$20 deposit for a type 1 event, or \$50 deposit for a type 2 event must be paid at this time. The City of Eaton Rapids will schedule all events on a first-come, first-served basis. Where applicable, the City will notify the applicant of any additional deposit required. The event will not be confirmed until the City of Eaton Rapids approves this event.

1. Date of Event: July 30, 2023 Location: Amphitheater
2. Starting time of event: 3 pm Ending time of event: 8 pm
3. Sponsoring Organization: First Baptist Church of Eaton Rapids  
Address: 9220 Kinneville Rd Phone: (517) 663-5451  
Web Site: fbcofer.org
4. Contact Person: Angela English Title: Office Manager  
Address: 9220 Kinneville Rd Phone: (517) 256-0874  
E-mail: firstbaptistchurch@fbcofer.org
5. Type of Event: ☐ City Operated Event ☒ Non-Profit Event  
☐ Co-Sponsored Event ☐ For-Profit Event  
☐ Political or Ballot Issue Event

Describe the planned event: "Snakes Alive!" an interactive presentation with many interesting reptiles. also hoping to have Booths with games + Food

Anticipated number of attendees: Less than 100 attendees ☐

Greater than 100 attendees ☒

6. Annual Event: Is this event expected to occur next year? ☐ Yes ☒ No

If yes, you may reserve a date for next year with this application. To reserve dates for next year, please provide the following information: \_\_\_\_\_

Normal event schedule (e.g., third weekend in July):

Next year's specific dates: \_\_\_\_\_

7. An Event Map must be attached. If your event will use streets and/or sidewalks or will use multiple locations, please attach a complete map showing assembly and dispersal locations and the route plan. Also show streets or parking lots that you are requesting to be blocked off.

8. Vendors: Food/Beverage Concessions? ☒ Yes ☐ No

Other Vendors? ☐ Yes ☒ No

If yes, refer to the Rules and Regulations for requirements.

9. Event Signs: Will this event include the use of signs? ☒ Yes ☐ No

If yes, refer to the Rules and Regulations for requirements.

10. Parking: Are you requesting to charge for parking? ☐ Yes ☒ No

If Yes, list the lots or locations where this parking is requested.

11. Alcoholic Beverages: Will alcoholic beverages be served? ☐ Yes ☒ No

Who holds the Liquor Control Commission License? (Copy must be provided)

\_\_\_\_\_

12. Other Requests: \_\_\_\_\_

13. Noise Ordinance: Request to be Waived? ☐ Yes ☒ No

14. Location: Permission has been granted by owner? ☐ Yes ☐ No

15. Certification and Signature: I understand and agree on behalf of the sponsoring organization that:

- a. A certificate of insurance must be provided which names the City of Eaton Rapids as an additional named insured party on the policy. (See the Rules and Regulations for insurance requirements)
- b. Event sponsors and participants will be required to sign Indemnification Agreement forms.
- c. If the event includes solicitation by workers standing in parking lots, the required safety requirements and use of traffic cones will be maintained at all times in accordance with the City's general policies and practices. The City does not allow standing in the street or making any solicitations from the street.
- d. All food vendors must be approved by the Eaton County Health Department, and each food and/or other vendor must provide the City with a certificate of insurance in an amount approved by the City which names the City as an additional insured party on the policy.
- e. The approval of this Special Event Permit may include additional requirements and/or limitations, based on the City's review of this application. The event will be operated in conformance within the Written Confirmation of Approval.

- f. The Sponsoring Organization will provide a security deposit for the estimated fees as may be required by the City and will promptly pay any billing for City Services which may be rendered.
- g. INDEMNIFICATION: I agree and bind my organization to hold the City of Eaton Rapids harmless from any claim for damage or injury arising out of our activities in connection with this event. I understand that this agreement to indemnify is for any and all liability of the City of Eaton Rapids, including costs of defense and attorney fees arising from any activity on our part which is legally negligent, reckless or a violation of a legal duty owed by us to the City of Eaton Rapids or any third person.

As an authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with City's Special Events Review Committee, the terms of the Written Confirmation of Approval, and all other City requirements, ordinances and other laws which may apply to this Special Event.

5/30/23  
Date

  
Signature of Sponsoring Organization's Agent

John Wright  
Please Print Sponsoring Organization's Agent

Return this form to:

City of Eaton Rapids  
200 S. Main St.  
Eaton Rapids, MI 48827  
PH: 517-663-8118  
FX: 517-663-1116

Date Deposit Paid 6/1/23 CER Account #208-253-694.00

Date Rec'd by City of Eaton Rapids 6/1/23

Date Approved by City of Eaton Rapids \_\_\_\_\_



**City of Eaton Rapids**  
200 S. Main St.  
Eaton Rapids, MI 48827  
Telephone: 517-663-8118

## Receipt

| Date        | Receipt No. |
|-------------|-------------|
| 06/01/2023  | 82482       |
| Cashier     |             |
| LEIGH TYLER |             |

Received of:

FIRST BAPTIST

Description: JULY 30, 2023 - AMPITHEATRE

| Item | Description       | Amount  |
|------|-------------------|---------|
| MISC | MISCELLANEOUS USE | \$50.00 |

|                         |                |
|-------------------------|----------------|
| <b>SUBTOTAL:</b>        | <b>\$50.00</b> |
| <b>CONVENIENCE FEE:</b> | <b>\$</b>      |
| <b>TOTAL:</b>           | <b>\$50.00</b> |

| Check No. | Payment Method | Amount  |
|-----------|----------------|---------|
| 5009      | CHECK          | \$50.00 |

Payments made using a credit card, debit card or e-check will incur a 3% processing fee (minimum of \$2.00), assessed by Point and Pay, the city's electronic payment processing vendor.

Signed: \_\_\_\_\_





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

200 S. Main Street  
Eaton Rapids, MI 48827  
(517) 663-8118  
Fax (517) 663-1116  
[www.cityofeatonrapids.com](http://www.cityofeatonrapids.com)

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

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MEETING DATE: MONDAY, JUNE 12, 2023

PARKS, RECREATION, & EVENTS DEPARTMENT

To: Mayor and City Council ☐ Work Session  
From: Corey Cagle, Director of Parks, Recreation & Events, On behalf of DDA ☒ Regular Meeting  
Submitted: 6/6/2023  
Subject: Farmers Market Special Event Application Approval

### **SUMMARY**

The Eaton Rapids Farmers Market, put on by the DDA, would like to continue operating on West Hamlin Street each Saturday throughout the summer. Barricades will be placed at the intersections of Hamlin/Hall, Hamlin/Main, and both sides of the alley cross route. The Alley will remain open throughout the duration of the event to allow a path for deliveries and emergency vehicles. This event and location was approved by both Police Chief Weeks and Fire Chief McNutt with the expectation that business owners on Hamlin have given approval.

### **STAFF RECOMMENDATION/MOTION**

Motion to approve the Special Events Application, including the weekly street closure of West Hamlin St, for the Eaton Rapids Farmers Market to be held on every Saturday June 17 - September 30.

### **LIST OF SUPPORTING DOCUMENTS**

Special Event Application  
West Hamlin Barricade Map



## Reservation and Special Event Permit Application

Complete this application and return it to City Hall at least 21 calendar days prior to the starting date of a type 1 event (less than 100 attendees), or 60 calendar days prior to the starting date of a type 2 event (greater than 100 attendees).

A \$20 deposit for a type 1 event, or \$50 deposit for a type 2 event must be paid at this time. The City of Eaton Rapids will schedule all events on a first-come, first-served basis. Where applicable, the City will notify the applicant of any additional deposit required. The event will not be confirmed until the City of Eaton Rapids approves this event.

1. Date of Event: Saturdays, 6/17/23-9/30/23 Location: Hamlin St (West Side)

2. Starting time of event: 9:00AM Ending time of event: 12:00PM

3. Sponsoring Organization: Eaton Rapids DDA

Address: 200 S Main St Phone: 517-663-8118

Web Site: \_\_\_\_\_

4. Contact Person: Lisa Barna Title: Farmers Market Manager

Address: 120 W Hamlin St Phone: 989-217-1950

E-mail: blackdogcoffeemi@gmail.com

5. Type of Event: ☐ City Operated Event ☐ Non-Profit Event

☒ Co-Sponsored Event ☐ For-Profit Event

☐ Political or Ballot Issue Event

Describe the planned event: DDA Farmers Market

\_\_\_\_\_

\_\_\_\_\_

Anticipated number of attendees: Less than 100 attendees ☒

Greater than 100 attendees ☐

6. Annual Event: Is this event expected to occur next year? ☐ Yes ☒ No

If yes, you may reserve a date for next year with this application. To reserve dates for next year, please provide the following information: \_\_\_\_\_

Normal event schedule (e.g., third weekend in July): \_\_\_\_\_

Next year's specific dates: \_\_\_\_\_

7. An Event Map must be attached. If your event will use streets and/or sidewalks or will use multiple locations, please attach a complete map showing assembly and dispersal locations and the route plan. Also show streets or parking lots that you are requesting to be blocked off.

8. Vendors: Food/Beverage Concessions? ☒ Yes ☐ No

Other Vendors? ☒ Yes ☐ No

If yes, refer to the Rules and Regulations for requirements.

9. Event Signs: Will this event include the use of signs? ☒ Yes ☐ No

If yes, refer to the Rules and Regulations for requirements.

10. Parking: Are you requesting to charge for parking? ☐ Yes ☒ No

If Yes, list the lots or locations where this parking is requested.

11. Alcoholic Beverages: Will alcoholic beverages be served? ☐ Yes ☒ No

Who holds the Liquor Control Commission License? (Copy must be provided)

\_\_\_\_\_

12. Other Requests: Close Hamlin Street from Main St to Hall St - Leaving the Alley Open and accessible.

13. Noise Ordinance: Request to be Waived? ☐ Yes ☒ No

14. Location: Permission has been granted by owner? ☒ Yes ☐ No

15. Certification and Signature: I understand and agree on behalf of the sponsoring organization that:

- a. A certificate of insurance must be provided which names the City of Eaton Rapids as an additional named insured party on the policy. (See the Rules and Regulations for insurance requirements)
- b. Event sponsors and participants will be required to sign Indemnification Agreement forms.
- c. If the event includes solicitation by workers standing in parking lots, the required safety requirements and use of traffic cones will be maintained at all times in accordance with the City's general policies and practices. The City does not allow standing in the street or making any solicitations from the street.
- d. All food vendors must be approved by the Eaton County Health Department, and each food and/or other vendor must provide the City with a certificate of insurance in an amount approved by the City which names the City as an additional insured party on the policy.
- e. The approval of this Special Event Permit may include additional requirements and/or limitations, based on the City's review of this application. The event will be operated in conformance within the Written Confirmation of Approval.

- f. The Sponsoring Organization will provide a security deposit for the estimated fees as may be required by the City and will promptly pay any billing for City Services which may be rendered.
- g. INDEMNIFICATION: I agree and bind my organization to hold the City of Eaton Rapids harmless from any claim for damage or injury arising out of our activities in connection with this event. I understand that this agreement to indemnify is for any and all liability of the City of Eaton Rapids, including costs of defense and attorney fees arising from any activity on our part which is legally negligent, reckless or a violation of a legal duty owed by us to the City of Eaton Rapids or any third person.

As an authorized agent of the sponsoring organization, I hereby apply for approval of this Special Event, affirm the above understandings, and agree that my sponsoring organization will comply with City's Special Events Review Committee, the terms of the Written Confirmation of Approval, and all other City requirements, ordinances and other laws which may apply to this Special Event.

6/1/2023

Date

  
Signature of Sponsoring Organization's Agent

Lisa Barna, On Behalf of Eaton Rapids DDA

Please Print Sponsoring Organization's Agent

Return this form to:

City of Eaton Rapids  
200 S. Main St.  
Eaton Rapids, MI 48827  
PH: 517-663-8118  
FX: 517-663-1116

Date Deposit Paid \_\_\_\_\_ CER Account #208-253-694.00

Date Rec'd by City of Eaton Rapids \_\_\_\_\_

Date Approved by City of Eaton Rapids \_\_\_\_\_







---

MEETING DATE: 6/12/2023

CITY MANAGER

To: Mayor and City Council ☐ Work Session  
From: Yvonne Ridge, City Manager & Rob Pierce, Public Utilities/Public Works Dire ☒ Regular Meeting  
Submitted: 6/8/23  
Subject: Water & Sewer Rates

**SUMMARY**

The City Council has reviewed the studies presented by Warren Creamer, Manager Director of MFCI, LLC at the April 24, 2023, Work Session and it is the staff's understanding that we will be moving forward with the rate adjustments as proposed by our consultant.

**STAFF RECOMMENDATION/MOTION**

Motion to approve resolution.

**LIST OF SUPPORTING DOCUMENTS**

Resolution

Water:

| Base Charge                  | Current Rate |        | 7/1/2023  |
|------------------------------|--------------|--------|-----------|
| Meter Size                   |              |        |           |
| 5/8"                         | \$           | 12.98  | \$ 14.20  |
| 3/4"                         | \$           | 14.27  | \$ 15.61  |
| 1"                           | \$           | 18.17  | \$ 19.88  |
| 1 1/2"                       | \$           | 23.36  | \$ 25.56  |
| 2"                           | \$           | 37.63  | \$ 41.17  |
| 3"                           | \$           | 142.72 | \$ 156.14 |
| 4"                           | \$           | 181.64 | \$ 198.71 |
| 6"                           | \$           | 272.46 | \$ 298.07 |
| 5/8" (Outside City Limits)   | \$           | 16.21  | \$ 17.73  |
| 1 1/2" (Outside City Limits) | \$           | 27.60  | \$ 30.19  |

Consumputon Charge per 1000 gallons

|    |      |    |      |
|----|------|----|------|
| \$ | 3.90 | \$ | 4.27 |
|----|------|----|------|

Sewer:

|                            |    |        |    |        |
|----------------------------|----|--------|----|--------|
| Base Charge                | \$ | 22.67  | \$ | 24.80  |
| 5/8" to 3/4" (Residential) | \$ | 24.93  | \$ | 27.27  |
| 1" to 1 1/2" (Commerical)  | \$ | 65.73  | \$ | 71.91  |
| 2"                         | \$ | 249.32 | \$ | 272.76 |
| 3"                         | \$ | 40.06  | \$ | 43.83  |
| 1 1/2" Outside City        |    |        |    |        |

Consumputon Charge per 1000 gallons

|    |      |    |      |
|----|------|----|------|
| \$ | 4.22 | \$ | 4.62 |
|----|------|----|------|



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  
Fax (517) 663-1116  
[www.cityofeatonrapids.com](http://www.cityofeatonrapids.com)

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

**CITY OF EATON RAPIDS  
EATON COUNTY, MICHIGAN  
RESOLUTION TO ESTABLISH WATER AND SEWER SERVICE RATES  
RESOLUTION 2023-11**

**WHEREAS**, the Eaton Rapids City Council has previously adopted Ordinance 2021-02 that ordains the water and sewer service rates shall be set by resolution of the City Council;

**NOW, THEREFORE, BE IT RESOLVED**, pursuant to Ordinance 2021-02, the water and sewer rates are set as follows:

**Water: Effective July 1, 2023**

Base Charge-  
Meter Size

|                              |    |        |
|------------------------------|----|--------|
| 5/8"                         | \$ | 14.20  |
| 3/4"                         | \$ | 15.61  |
| 1"                           | \$ | 19.88  |
| 1 1/2"                       | \$ | 25.56  |
| 2"                           | \$ | 41.17  |
| 3"                           | \$ | 156.14 |
| 4"                           | \$ | 198.71 |
| 6"                           | \$ | 298.07 |
| 5/8" (Outside City Limits)   | \$ | 17.73  |
| 1 1/2" (Outside City Limits) | \$ | 30.19  |

|                                     |    |      |
|-------------------------------------|----|------|
| Consumption Charge per 1000 gallons | \$ | 4.27 |
|-------------------------------------|----|------|



**Sewer: Effective July 1, 2023**

|                                     |    |        |
|-------------------------------------|----|--------|
| Base Charge-                        |    |        |
| 5/8" to 3/4" (Residential)          | \$ | 24.80  |
| 1" to 1 1/2" (Commercial)           | \$ | 27.27  |
| 2"                                  | \$ | 71.91  |
| 3"                                  | \$ | 272.76 |
| 1 1/2" Outside City                 | \$ | 43.83  |
| Consumputon Charge per 1000 gallons | \$ | 4.62   |

Moved by:

Seconded by:

Yeas:

Nays:

Absent:

**CERTIFICATE**

I, Laura Boomer, City Clerk for the City of Eaton Rapids, Michigan, certify this to be a true and complete copy of Resolution No. 2023-11, duly adopted by a vote of the Eaton Rapids City Council at their regular meeting on June 12, 2023.

Date: June 12, 2023

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Laura Boomer, City Clerk



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MEETING DATE: 6/12/2023

CITY MANAGER

To: Mayor and City Council

☐ Work Session

From: Yvonne Ridge, City Manager

☒ Regular Meeting

Submitted: 6/8/2023

Subject: MSHDA Authorization Signature

### **SUMMARY**

The City of Eaton Rapids has outstanding grants for 2021 and 2022 with the Michigan State Housing Development Authority Neighborhood Housing Initiative.

I am in the process of completing reimbursement and close out paperwork for both the 2021 and 2022 grants. In order to submit the completed paperwork, I need approval from Council to be added as the Authorized Signer for Grant # HDF-2021-661-NEP and Grant # HDF-2022-661-NEP.

The Authorized Signer has authority to Sign the Associated Grant Agreement, Submit FSR payment requests and complete Grant Amendments.

### **STAFF RECOMMENDATION/MOTION**

Add City Manager, Yvonne Ridge as an authorized signer for MSHDA Grant #HDF-2021-661-NEP and Grant # HDF-2022-661-NEP.

### **LIST OF SUPPORTING DOCUMENTS**

Approve Resolution



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

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Rob Pierce – *Public Works/Utilities Director*  
Randy Jewell – *City Assessor*  
Corey Cagle – *Director of Parks,  
Recreation & Events*

**CITY OF EATON RAPIDS  
EATON COUNTY, MICHIGAN  
Resolution 2023-12**

**A RESOLUTION TO AUTHORIZE THE EATON RAPIDS CITY MANAGER AS THE SIGNATORY FOR THE MICHIGAN STATE HOUSING AUTHORITY NEIGHBORHOOD HOUSING INITIATIVE.**

**WHEREAS,** The City of Eaton Rapids has outstanding grants for 2021 and 2022 with the Michigan State Housing Development Authority (MSHDA) Neighborhood Housing Initiative; and

**WHEREAS,** the City Council wishes to appoint the City Manager as the signatory for outstanding MSHDA Neighborhood Housing Initiative Grants.

**NOW, THEREFORE, BE IT RESOLVED,** that the Eaton Rapids City Council authorizes Yvonne Ridge, City Manager, as signatory for MSHDA Neighborhood Housing Initiative Grant # HDF-2021-661-NEP and Grant # HDF-2022-661-NEP.

Moved by:  
Seconded by:  
Yeas:  
Nays:  
Absent:

**RESOLUTION 2021-09 DECLARED ADOPTED.**

**CERTIFICATE**

I, Laura Boomer, City Clerk for the City of Eaton Rapids, Michigan, certify this to be a true and complete copy of Resolution No. 2023-12, duly adopted by a vote of the Eaton Rapids City Council at their regular meeting on June 12, 2023.

June 12, 2023

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Laura Boomer, City Clerk