

ONTWA

TOWNSHIP Township of Ontwa*County of Cass*State of MI

www.Ontwatwp.org 26225 U.S. 12 * P.O. Box 209 * Edwardsburg, MI 49112 * Fax: (269) 663-0072) *
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ONTWA TOWNSHIP REGULAR BOARD MEETING

January 9, 2023, 7:00 PM

1. Call to Order-Pledge of Allegiance
2. Roll Call
3. Approval of Agenda
4. Public Comment-3 minutes
5. Approval of Consent Agenda
 - . General Checking - check #8901-8931
 - . Wastewater Fund - check # 6656-6674
 - . Special Assessment -
 - . Financial Reports
 - . December Meeting Minutes
6. Commissioner's Report - Roseann Marchetti

COMMITTEE BOARD REPORT

- a. Wastewater – Brigid Forlenza
- b. Zoning Administrator Report -Leroy Krempec
- c. Ambulance - Trustee Stutsman
- d. Police-Trustee Christensen
- e. Building & Grounds – Trustee Stutsman
- f. Planning Commission - Trustee Bolock
- g. Township Roads - Trustee Kozinski
- h. Fire Board – John Hanson
- i. Parks Board – Trustee Kozinski
- j. Adamsville Cemetery Board – Trustee Christensen

OLD BUSINESS

1. Elkhart Road Project

NEW BUSINESS

1. ARPA Funds
2. 2023 Budget Workshop – February 16th
3. Wastewater Munibilling
4. Board Reappointments
- 5.

ANNOUNCEMENTS

Next regular Township Board Meeting will be February 13th, Ambulance Board Meeting January 11th, Police Board Meeting January 12th, Wastewater Board Meeting January 25th, Planning Commission Meeting February 1st, Supervisor Comments.

**ONTWA TOWNSHIP
Checks For Approval
November 30, 2022 through January 8, 2023**

Type	Date	Num	Name	Memo	Account	Split	Amount
Check	12/12/2022	8901	Jaque Tigue	replace ck#88...	101-General Checki...	Direct Deposit ...	-46.17
Check	12/12/2022	8902	Campbell's Cleaning	194368	101-General Checki...	927 Maintenance	-160.00
Check	12/12/2022	8903	Accident Fund	invoice#1000...	101-General Checki...	912 Insurance	-426.25
Check	12/12/2022	8904	SUM TOTAL INC	invoice 11746	101-General Checki...	703.1 Payroll S...	-100.00
Check	11/30/2022	8905	John Brandt		101-General Checki...	Direct Deposit ...	-46.18
Check	12/13/2022	8906	Aardvark Home Insp...	invoice# 2565...	101-General Checki...	-SPLIT-	-800.00
Check	12/15/2022	8907	AEP IND MICH PO...	ACCT#041-95...	101-General Checki...	922 Electric	-762.03
Check	12/14/2022	8908	WILLIAMS & WORK...	invoice 95450...	101-General Checki...	-SPLIT-	-1,363.00
Check	12/14/2022	8909	STAPLES CREDIT ...	4534	101-General Checki...	728 Office Sup...	-140.59
Check	12/20/2022	8910	NILES DAILY STAR	50402296004...	101-General Checki...	957 Miscellane...	-78.00
Check	12/20/2022	8911	Cass County Drain ...	Dec 1 2022 in...	101-General Checki...	101-101-959 C...	-808.65
Check	12/20/2022	8912	WILLIAMS & WORK...	OT-112522	101-General Checki...	-SPLIT-	-2,392.40
Check	12/20/2022	8913	Dobberten Inspecti...	ck#1195143	101-General Checki...	-SPLIT-	-180.00
Check	12/27/2022	8914	POLICE DEPT	invoice#11760	101-General Checki...	855 . Police Fl...	-600.06
Check	12/27/2022	8915	SUM TOTAL INC	141667	101-General Checki...	703.1 Payroll S...	-44.32
Check	12/27/2022	8917	LEADER PUBLICAT...	1022112614	101-General Checki...	910 Legal Noti...	-180.00
Check	12/27/2022	8918	Pitney Bowes Inc.	0142160.500	101-General Checki...	730 Office Equ...	-543.63
Check	12/27/2022	8919	SEMCO ENERGY	498	101-General Checki...	923 Gas	-312.89
Check	12/29/2022	8920	MIDWEST ENERG...	4851	101-General Checki...	920 Street Lights	-17.64
Check	12/31/2022	8921	First National Bank ...	12/6/22	101-General Checki...	815 IT Expenses	-46.18
Check	01/01/2023	8922	Jacque Tigue	Township Sha...	101-General Checki...	2100 . Payroll ...	-16,666.66
Check	01/03/2023	8923	Joint Police Board	invoice 22-6320	101-General Checki...	809 Township ...	-1,365.00
Check	01/03/2023	8924	Election Source	invoice# 9622	101-General Checki...	813 Voting Ma...	-197.50
Check	01/03/2023	8925	Bauchham Sparks &...	invoice#278317	101-General Checki...	924 Attorney F...	-96.00
Check	01/03/2023	8926	HANSON BEVERA...	December 2022	101-General Checki...	924 Water	-2,765.60
Check	01/04/2023	8927	Richard Yoder	A-5788	101-General Checki...	704 Building In...	-108.54
Check	01/04/2023	8928	VILLAGE OF EDWA...	invoicesOT-12...	101-General Checki...	-SPLIT-	-1,736.80
Check	01/04/2023	8929	Dobberten Inspecti...	7826195-252...	101-General Checki...	926 Trash	-92.22
Check	01/04/2023	8930	Waste Management...	December 2022	101-General Checki...	705 Electrical l...	-747.20
Check	01/05/2023	8931	Johnny Hamilton	UTO-005-039...	101-General Checki...	925 Sewer	-41.00

Ontwa Township-Wastewater Fund
Check's for Approval
December 12, 2022 through January 8, 2023

Type	Date	Num	Name	Memo	Account	Split	Amount
Check	12/12/2022	6656	ELKHART PUBLIC ...	61-025400-00	WWW Treatment Che...	956a · Elkhart ...	-41,986.19
Check	12/12/2022	6657	WIGHTMAN & ASS...	invoice 78595	WWW Treatment Che...	Wightman Con...	-1,670.00
Check	12/13/2022	6658	ONTWA TOWNSHIP		WWW Treatment Che...	610-708 · Tow...	-4,541.67
Check	12/15/2022	6659	Infrastructure Altern...	31398 & 31242	WWW Treatment Che...	933a IAI Syste...	-10.00
Check	12/20/2022	6660	ELEMENT MATERIA...	120603,12060...	WWW Treatment Che...	610-950 · Che...	-84.00
Check	12/20/2022	6661	Simon Landscaping ...	21519	WWW Treatment Che...	610-925 Buildi...	-600.00
Check	12/21/2022	6662	AT&T		WWW Treatment Che...	610-850 · Tele...	-109.00
Check	12/27/2022	6663	SEMCO ENERGY		WWW Treatment Che...	-SPLIT-	-154.42
Check	12/27/2022	6664	ELEMENT MATERIA...	22-121977.22...	WWW Treatment Che...	-SPLIT-	-748.00
Check	12/28/2022	6665	MIDWEST ENERGY	496	WWW Treatment Che...	610-921 · Elect...	-802.94
Check	12/28/2022	6666	AEP IND MICHIGA...	040-447-418-...	WWW Treatment Che...	610-708 · Tow...	-1,340.43
Check	01/03/2023	6667	ONTWA TOWNSHIP		WWW Treatment Che...	610-921 · Elect...	-4,541.67
Check	01/03/2023	6668	MASON TOWNSHIP		WWW Treatment Che...	711-3b · Paym...	-625.59
Check	01/03/2023	6669	VILLAGE OF EDWA...	December 2022	WWW Treatment Che...	711-2b · Paym...	-3,056.04
Check	01/03/2023	6670	WIGHTMAN & ASS...	79641	WWW Treatment Che...	Wightman Con...	-4,531.25
Check	01/03/2023	6671	Infrastructure Altern...	31730	WWW Treatment Che...	933a IAI Syste...	-8,555.00
Check	01/04/2023	6672	VILLAGE OF EDWA...	A-6356	WWW Treatment Che...	610-924 · Water	-42.47
Check	01/04/2023	6673	Dobbeeren Inspecto...	0W-122422	WWW Treatment Che...	610-690 · Sew...	-28.00
Check	01/05/2023	6674	POSTMASTER	WWV Postage	WWW Treatment Che...	610-729 · Post...	-684.64

ONTWA TOWNSHIP
Balance Sheet
 As of December 31, 2022

	<u>Dec 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
Certificates of Deposit	
GNCFCU(Circle FCU) CD 6300	219,995.29
CDsChemical 9049	11,830.45
C/D (Chemical Bank)0922	<u>133,831.68</u>
Total Certificates of Deposit	365,657.42
Bank Checking and Savings	
Circle FCU Savings Acct 6004	102,025.88
Direct Deposit Clearing	-147.82
Chemical Bank-Fire Escrow	73.02
GNFCU(Circle FCU) Savings 6000	107.28
101-General Checking (Chemical)	
Committed - Streets	66.00
101-General Checking (Chemical) - Other	<u>749,138.47</u>
Total 101-General Checking (Chemical)	749,204.47
Total Bank Checking and Savings	<u>851,262.83</u>
Total Checking/Savings	1,216,920.25
Other Current Assets	
Due from T&A Fund	21,542.93
Taxes Receivable	<u>14,409.71</u>
Total Other Current Assets	35,952.64
Total Current Assets	<u>1,252,872.89</u>
TOTAL ASSETS	<u>1,252,872.89</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
339 · ARPA Funds - unearned revenue	386,095.78
2100 · Payroll Liabilities	<u>3,091.79</u>
Total Other Current Liabilities	389,187.57
Total Current Liabilities	<u>389,187.57</u>
Total Liabilities	389,187.57
Equity	
3902 · Committed for South Shore Dr	30,000.00
3901 · Committed Complete Streets	97,785.03
3900 · Fund Balance	895,235.87
Net Income	<u>-159,335.58</u>
Total Equity	<u>863,685.32</u>
TOTAL LIABILITIES & EQUITY	<u>1,252,872.89</u>

ONTWA TOWNSHIP
Profit & Loss
 December 2022

	Dec 22
Ordinary Income/Expense	
Income	
703 WW Township Services	4,541.67
101-000 · General Income	
406 · Short Term Rental	3,000.00
404 Real Property Taxes	14,975.48
423 MHP Tax	146.50
655 · General Income Fines & Forfeit	600.06
Total 101-000 · General Income	18,722.04
601-000 · Building Income	
467 Electrical Permits	1,294.00
468 Mechanical Permits	2,035.00
469 Plumbing Permits	955.50
477 Building Permits	1,732.00
609 Variances	595.00
Total 601-000 · Building Income	6,611.50
Total Income	29,875.21
Expense	
101-723 · Fire Board	
703 Board Compensation	100.00
Total 101-723 · Fire Board	100.00
101-103 · Township Board	
815 IT Expenses	33.53
101-101-959 Contingency Fund	808.65
703 Trustee Salary	1,898.32
703.1 Payroll Services	200.00
862 Employers' S.S.	2,050.40
910 Legal Notices	95.24
912 Insurance	-48.50
957 Miscellaneous	78.06
101-103 · Township Board - Other	50.00
Total 101-103 · Township Board	5,165.70
101-104 · Office Management	
705 · Secretary Hourly Rate	148.00
703 Manager Salary	3,875.00
728 Office Supplies	384.11
730 Office Equipment	180.00
Total 101-104 · Office Management	4,587.11
101-171 · Supervisor	
703 Supervisor Salary	2,625.00
703.1 Deputy Supervisor	129.50
808 Attorney Fees	66.00
Total 101-171 · Supervisor	2,820.50
101-209 · Assessor	
703 Assessor Salary	2,967.00
705 Parcel Assessments	924.00
Total 101-209 · Assessor	3,891.00
101-215 · Clerk	
703 Clerk Salary	3,083.33
703.2 Deputy Clerk	508.75
Total 101-215 · Clerk	3,592.08
101-253 · Treasurer	

ONTWA TOWNSHIP

Profit & Loss

December 2022

	<u>Dec 22</u>
703 Treasurer Salary	3,083.33
703.Deputy Treasurer	675.25
Total 101-253 · Treasurer	3,758.58
101-262 · Elections	
703 Election Payroll Wages	0.00
Total 101-262 · Elections	0.00
101-265 · Building and Grounds	
933 · Short Term Rental	800.00
922 Electric	762.03
923 Gas	785.93
925 Sewer	140.37
926 Trash	95.28
927 Maintenance	160.00
Total 101-265 · Building and Grounds	2,743.61
101-276 · Cemetery	
969 Cemeteries	150.00
Total 101-276 · Cemetery	150.00
101-301 · Police	
855 · Police Fines & Forfeit	600.06
703 Board Compensation.	65.00
809 Township Share	16,666.66
Total 101-301 · Police	17,331.72
101-371 · Building Inspection Dept.	
704 Building Inspector Salary	1,297.60
705 Electrical Inspector Salary	1,035.20
706 Plumbing Inspector Salary	764.40
708 Mechanical Inspector Salary	1,628.00
Total 101-371 · Building Inspection Dept.	4,725.20
101-446 · Streets	0.00
920 · Street Lights	
920 Street Lights	885.66
Total 920 · Street Lights	885.66
101-536 · Waste Water Dept.	
704 · Board	0.00
703 Management/Administrator	2,208.33
705 Mileage Expense	50.00
Total 101-536 · Waste Water Dept.	2,258.33
101-651 · Ambulance	
703 Board Compensation	0.00
Total 101-651 · Ambulance	0.00
101-721 · Planning Commission	
703 Board Compensation	435.00
809 Professional Services	3,529.60
910 Legal Notices	72.92
Total 101-721 · Planning Commission	4,037.52
101-722 · Zoning	
810-10 Code Enforcement Deputy	1,073.00
810.1 Code Enforcement Salary	833.33
703 Administrator Salary	1,600.00
703.1 ZBA Compensation	320.00

ONTWA TOWNSHIP

Profit & Loss

December 2022

	Dec 22
706 Mileage	31.94
Total 101-722 · Zoning	3,858.27
Total Expense	59,905.28
Net Ordinary Income	-30,030.07
Net Income	-30,030.07

ONTWA TOWNSHIP
Profit & Loss Budget vs. Actual
April through December 2022

	Apr - Dec 22	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
101-100 - Township Board Insurance	524.65		
General Income 912 Insurance			
Total 101-100 - Township Board Insurance	524.65		
703 WW Township Services	40,875.03	54,500.00	-13,624.97
611 Metro	8,046.20	8,000.00	46.20
101-000 - General Income			
750 - Escrow Eagle Ridge	2,500.00		
406 - Short Term Rental	5,600.00		
725 - FOIA Income	254.38	6,000.00	-400.00
404 Real Property Taxes			
Tax Adjustments	8.64	10,000.00	-9,991.36
404 Real Property Taxes - Other	38,612.02	200,000.00	-161,387.98
Total 404 Real Property Taxes	38,620.66	210,000.00	-171,379.34
405 Lot Mowing	250.00	700.00	-450.00
420 DPP Tax	6.57	1,200.00	-1,193.43
423 MHP Tax	1,357.00	2,000.00	-643.00
454 Liquor License	3,457.30	3,500.00	-42.70
578 State Revenues	440,199.00	489,000.00	-48,801.00
608 Rezoning	0.00	2,000.00	-2,000.00
610 Cable Fees	55,689.92	70,000.00	-14,310.08
654 - General Income Police Training	0.00	1,000.00	-1,000.00
655 - General Income Fines & Forfeit	6,063.51	17,000.00	-10,936.49
665 Interest	3,666.55	6,000.00	-2,333.45
687 Refunds	305.60	1,000.00	-694.40
694 Other Revenues			
191 Election Reimburse	5,021.44	5,000.00	21.44
694 Other Revenues - Other	25.00	1,000.00	-975.00
Total 694 Other Revenues	5,046.44	6,000.00	-953.56
699 Land Splits	585.00	1,000.00	-415.00
926 Trash	0.00	500.00	-500.00
957 Reimbursement	0.00	500.00	-500.00
Total 101-000 - General Income	563,601.93	817,400.00	-253,798.07

ONTWA TOWNSHIP
Profit & Loss Budget vs. Actual
April through December 2022

Accrual Basis

	Apr - Dec 22	Budget	\$ Over Budget
601-000 - Building Income			
453 Home Occ. Permits	175.00	200.00	-25.00
467 Electrical Permits	24,411.00	25,000.00	-589.00
468 Mechanical Permits	18,463.75	20,000.00	-1,536.25
469 Plumbing Permits	7,979.50	10,000.00	-2,020.50
477 Building Permits	48,369.70	42,000.00	6,369.70
609 Variances	1,190.00		
694 Other Revenues	990.00	500.00	490.00
Total 601-000 - Building Income	101,578.95	97,700.00	3,878.95
Total Income	714,626.76	977,600.00	-262,973.24
Expense			
101-723 - Fire Board			
703 Board Compensation	450.00	400.00	50.00
Total 101-723 - Fire Board	450.00	400.00	50.00
101-103 - Township Board			
815 IT Expenses	7,470.69	4,000.00	3,470.69
101-101-959 Contingency Fund	808.65	0.00	808.65
703 Trustee Salary	17,019.88	22,000.00	-4,980.12
703.1 Payroll Services	903.61	2,000.00	-1,096.39
708 Trustee Mileage	0.00	500.00	-500.00
710 Membership & Dues	5,293.58	7,000.00	-1,706.42
712 Conference Expenses	0.00	5,000.00	-5,000.00
804 Audit Fees	11,290.00	15,000.00	-3,710.00
810 Attorney Fees	2,518.00	3,000.00	-482.00
862 Employers' S.S.	19,030.02	21,000.00	-1,969.98
910 Legal Notices	637.80	1,500.00	-862.20
912 Insurance	2,173.00	18,000.00	-15,827.00
957 Miscellaneous	2,297.68	3,000.00	-702.32
101-103 - Township Board - Other	100.00	500.00	-400.00
Total 101-103 - Township Board	69,542.91	102,500.00	-32,957.09
101-104 - Office Management			
705 - Secretary Hourly Rate	2,257.00	3,000.00	-743.00
703 Manager Salary	35,957.84	46,500.00	-10,542.16
728 Office Supplies	6,883.43	6,000.00	883.43
730 Office Equipment	464.44	4,000.00	-3,535.56
732 Office Equipment Repair	0.00	1,000.00	-1,000.00
734 Postage	4,475.99	5,000.00	-524.01
Total 101-104 - Office Management	50,038.70	65,500.00	-15,461.30

**ONTWA TOWNSHIP
Profit & Loss Budget vs. Actual
April through December 2022**

	Apr - Dec 22	Budget	\$ Over Budget
101-171 - Supervisor			
703 Supervisor Salary	23,625.00	31,500.00	-7,875.00
703.1 Deputy Supervisor	1,420.50	12,750.00	-11,329.50
706 Mileage	42.12	500.00	-457.88
808 Attorney Fees	66.00	2,000.00	-1,934.00
957 Miscellaneous	0.00	500.00	-500.00
Total 101-171 - Supervisor	25,153.62	47,250.00	-22,096.38
101-209 - Assessor			
703 Assessor Salary	26,703.00	35,604.00	-8,901.00
705 Parcel Assessments	8,820.00	12,000.00	-3,180.00
729 Assessment Notices	0.00	2,500.00	-2,500.00
805 Computer	2,115.00	4,000.00	-1,885.00
957 Miscellaneous	200.00	1,000.00	-800.00
Total 101-209 - Assessor	37,838.00	55,104.00	-17,266.00
101-215 - Clerk			
703 Clerk Salary	27,749.97	37,000.00	-9,250.03
703.2 Deputy Clerk	10,230.51	12,750.00	-2,519.49
706 Mileage	97.28	100.00	-2.72
957 Miscellaneous	0.00	500.00	-500.00
Total 101-215 - Clerk	38,077.76	50,350.00	-12,272.24
101-247 - Board of Review			
703 Board Compensation	0.00	3,000.00	-3,000.00
706 Mileage	0.00	200.00	-200.00
712 Conference Expenses	0.00	300.00	-300.00
957 Miscellaneous	0.00	200.00	-200.00
Total 101-247 - Board of Review	0.00	3,700.00	-3,700.00
101-253 - Treasurer			
703 Treasurer Salary	27,749.97	37,000.00	-9,250.03
703. Deputy Treasurer	6,345.52	12,750.00	-6,404.48
706 Mileage	0.00	300.00	-300.00
816 Tax Roll Print-CC	17,360.33	17,000.00	360.33
957 Miscellaneous	0.00	300.00	-300.00
Total 101-253 - Treasurer	51,455.82	67,350.00	-15,894.18

ONTWA TOWNSHIP
Profit & Loss Budget vs. Actual
 April through December 2022

	Apr - Dec 22	Budget	\$ Over Budget
101-262 - Elections			
703 Election Payroll Wages	7,396.00	10,000.00	-2,604.00
728 Election Supplies	5,167.54	3,000.00	2,167.54
813 Voting Machines	4,185.00	3,000.00	1,185.00
910 Legal Notices	379.44	500.00	-120.56
933 Repair & Maintenance	0.00	1,000.00	-1,000.00
Total 101-262 - Elections	17,127.98	17,500.00	-372.02
101-265 - Building and Grounds			
933 - Short Term Rental	2,400.00	4,000.00	-1,600.00
932 - Lot Mowing	1,130.00		
931 Landscaping	2,002.36	4,000.00	-1,997.64
921 Internet	2,815.51	4,000.00	-1,184.49
922 Electric	6,270.49	15,000.00	-8,729.51
923 Gas	2,195.69	3,500.00	-1,304.31
924 Water	1,234.64	1,800.00	-565.36
925 Sewer	468.37	500.00	-31.63
926 Trash	4,340.87	9,000.00	-4,659.13
927 Maintenance	7,556.91	4,000.00	3,556.91
928 Supplies	527.83	200.00	327.83
929 - Security	96.00	800.00	-704.00
930 Repairs/Additions/Improve	450.17	49,000.00	-48,549.83
940 Capital Outlay	0.00	1,000.00	-1,000.00
101-265 - Building and Grounds - Other	-4,710.00	0.00	-4,710.00
Total 101-265 - Building and Grounds	26,778.84	96,800.00	-70,021.16
101-276 - Cemetery			
969 Cemeteries	5,448.00	13,000.00	-7,552.00
Total 101-276 - Cemetery	5,448.00	13,000.00	-7,552.00
101-301 - Police			
855 - Police Fines & Forfeit	6,063.52	15,000.00	-8,936.48
854 - Police Training Funds	0.00	1,000.00	-1,000.00
754 - Police Liquor License	3,443.55	3,500.00	-56.45
703 Board Compensation.	540.00	600.00	-60.00
809 Township Share	149,999.94	230,000.00	-80,000.06
Total 101-301 - Police	160,047.01	250,100.00	-90,052.99

ONTWA TOWNSHIP

Profit & Loss Budget vs. Actual

April through December 2022

	Apr - Dec 22	Budget	\$ Over Budget
101-371 - Building Inspection Dept.			
704 Building Inspector Salary	37,126.40	33,600.00	3,526.40
705 Electrical Inspector Salary	19,528.80	20,000.00	-471.20
706 Plumbing Inspector Salary	6,383.60	8,000.00	-1,616.40
708 Mechanical Inspector Salary	14,771.00	16,000.00	-1,229.00
101-371 - Building Inspection Dept. - Other	0.00	500.00	-500.00
Total 101-371 - Building Inspection Dept.	77,809.80	78,100.00	-290.20
101-446 - Streets			
930 Road Repair	226,802.71	300,000.00	-73,197.29
Total 101-446 - Streets	226,802.71	300,000.00	-73,197.29
920 - Street Lights			
920 Street Lights	5,126.68	7,000.00	-1,873.32
Total 920 - Street Lights	5,126.68	7,000.00	-1,873.32
101-536 - Waste Water Dept.			
704 - Board	2,560.00	5,000.00	-2,440.00
703 Management/Administrator	19,874.97	26,500.00	-6,625.03
705 Mileage Expense	450.00	0.00	450.00
Total 101-536 - Waste Water Dept.	22,884.97	31,500.00	-8,615.03
101-651 - Ambulance			
703 Board Compensation	600.00	1,500.00	-900.00
Total 101-651 - Ambulance	600.00	1,500.00	-900.00
101-721 - Planning Commission			
703 Board Compensation	3,695.00	4,000.00	-305.00
706 Mileage	0.00	200.00	-200.00
808 Attorney Fees	1,034.00	3,000.00	-1,966.00
809 Professional Services	11,031.10	10,000.00	1,031.10
910 Legal Notices	279.46	1,000.00	-720.54
957 Miscellaneous	138.07	500.00	-361.93
Total 101-721 - Planning Commission	16,177.63	18,700.00	-2,522.37

ONTWA TOWNSHIP

Profit & Loss Budget vs. Actual

April through December 2022

	Apr - Dec 22	Budget	\$ Over Budget
101-722 - Zoning			
751 - Escrow Eagle Ridge	2,500.00		
810-10 Code Enforcement Deputy	10,272.16	12,750.00	-2,477.84
810.1 Code Enforcement Salary	7,499.97	10,000.00	-2,500.03
703 Administrator Salary	14,400.00	19,200.00	-4,800.00
703.1 ZBA Compensation	320.00	1,000.00	-680.00
706 Mileage	671.12	1,200.00	-528.88
808 Attorney Fees	132.00	2,000.00	-1,868.00
810 Code Enforcement	0.00	1,000.00	-1,000.00
910 Legal Notices	92.16	500.00	-407.84
957 Miscellaneous	50.00	500.00	-450.00
Total 101-722 - Zoning	35,937.41	48,150.00	-12,212.59
101-751 - Parks & Recreation			
949 - Complete Streets	250.00	25,000.00	-24,750.00
927 Park Maintenance	6,414.50	6,000.00	414.50
970 Capital Outlay	0.00	3,000.00	-3,000.00
101-751 - Parks & Recreation - Other	0.00	23,000.00	-23,000.00
Total 101-751 - Parks & Recreation	6,664.50	57,000.00	-50,335.50
Total Expense	873,962.34	1,311,504.00	-437,541.66
Net Ordinary Income	-159,335.58	-333,904.00	174,568.42
Net Income	-159,335.58	-333,904.00	174,568.42

ONTWA TOWNSHIP
Profit & Loss Budget vs. Actual
April through December 2022

	% of Budget
Ordinary Income/Expense	
Income	
101-100 - Township Board Insurance	
General Income 912 Insurance	
Total 101-100 - Township Board Insurance	75.0%
703 WW Township Services	
611 Metro	
101-000 - General Income	
750 - Escrow Eagle Ridge	
406 - Short Term Rental	
725 - FOIA Income	93.3%
404 Real Property Taxes	
Tax Adjustments	0.1%
404 Real Property Taxes - Other	19.3%
Total 404 Real Property Taxes	18.4%
405 Lot Mowing	35.7%
420 DPP Tax	0.5%
423 MHP Tax	67.9%
454 Liquor License	98.8%
578 State Revenues	90.0%
608 Rezoning	0.0%
610 Cable Fees	79.6%
654 - General Income Police Training	0.0%
655 - General Income Fines & Forfeit	35.7%
665 Interest	61.1%
687 Refunds	30.6%
694 Other Revenues	
191 Election Reimburse	100.4%
694 Other Revenues - Other	2.5%
Total 694 Other Revenues	84.1%
699 Land Splits	58.5%
926 Trash	0.0%
957 Reimbursement	0.0%
Total 101-000 - General Income	69.0%

ONTWA TOWNSHIP
Profit & Loss Budget vs. Actual
 April through December 2022

	% of Budget
601-000 - Building Income	
453 Home Occ. Permits	87.5%
467 Electrical Permits	97.6%
468 Mechanical Permits	92.3%
469 Plumbing Permits	79.8%
477 Building Permits	115.2%
609 Variances	
694 Other Revenues	198.0%
Total 601-000 - Building Income	104.0%
Total Income	73.1%
Expense	
101-723 - Fire Board	
703 Board Compensation	112.5%
Total 101-723 - Fire Board	112.5%
101-103 - Township Board	
815 IT Expenses	186.8%
101-101-959 Contingency Fund	100.0%
703 Trustee Salary	77.4%
703.1 Payroll Services	45.2%
708 Trustee Mileage	0.0%
710 Membership & Dues	75.6%
712 Conference Expenses	0.0%
804 Audit Fees	75.3%
810 Attorney Fees	83.9%
862 Employers' S.S.	90.6%
910 Legal Notices	42.5%
912 Insurance	12.1%
957 Miscellaneous	76.6%
101-103 - Township Board - Other	20.0%
Total 101-103 - Township Board	67.8%
101-104 - Office Management	
705 - Secretary Hourly Rate	75.2%
703 Manager Salary	77.3%
728 Office Supplies	114.7%
730 Office Equipment	11.6%
732 Office Equipment Repair	0.0%
734 Postage	89.5%
Total 101-104 - Office Management	76.4%

ONTWA TOWNSHIP
Profit & Loss Budget vs. Actual
April through December 2022

	% of Budget
101-171 - Supervisor	
703 Supervisor Salary	75.0%
703.1 Deputy Supervisor	11.1%
706 Mileage	8.4%
808 Attorney Fees	3.3%
957 Miscellaneous	0.0%
Total 101-171 - Supervisor	53.2%
101-209 - Assessor	
703 Assessor Salary	75.0%
705 Parcel Assessments	73.5%
729 Assessment Notices	0.0%
805 Computer	52.9%
957 Miscellaneous	20.0%
Total 101-209 - Assessor	68.7%
101-215 - Clerk	
703 Clerk Salary	75.0%
703.2 Deputy Clerk	80.2%
706 Mileage	97.3%
957 Miscellaneous	0.0%
Total 101-215 - Clerk	75.6%
101-247 - Board of Review	
703 Board Compensation	0.0%
706 Mileage	0.0%
712 Conference Expenses	0.0%
957 Miscellaneous	0.0%
Total 101-247 - Board of Review	0.0%
101-253 - Treasurer	
703 Treasurer Salary	75.0%
703. Deputy Treasurer	49.8%
706 Mileage	0.0%
816 Tax Roll Print-CC	102.1%
957 Miscellaneous	0.0%
Total 101-253 - Treasurer	76.4%

ONTWA TOWNSHIP
Profit & Loss Budget vs. Actual
 April through December 2022

	% of Budget
101-262 · Elections	
703 Election Payroll Wages	74.0%
728 Election Supplies	172.3%
813 Voting Machines	139.5%
910 Legal Notices	75.9%
933 Repair & Maintenance	0.0%
Total 101-262 · Elections	97.9%
101-265 · Building and Grounds	
933 · Short Term Rental	60.0%
932 · Lot Mowing	50.1%
931 Landscaping	70.4%
921 Internet	41.8%
922 Electric	62.7%
923 Gas	68.6%
924 Water	93.7%
925 Sewer	48.2%
926 Trash	188.9%
927 Maintenance	263.9%
928 Supplies	12.0%
929 · Security	0.9%
930 Repairs/Additions/Improve	0.0%
940 Capital Outlay	0.0%
101-265 · Building and Grounds - Other	100.0%
Total 101-265 · Building and Grounds	27.7%
101-276 · Cemetery	
969 Cemeteries	41.9%
Total 101-276 · Cemetery	41.9%
101-301 · Police	
855 · Police Fines & Forfeit	40.4%
854 · Police Training Funds	0.0%
754 · Police Liquor License	98.4%
703 Board Compensation.	90.0%
809 Township Share	65.2%
Total 101-301 · Police	64.0%

ONTWA TOWNSHIP
Profit & Loss Budget vs. Actual
April through December 2022

	% of Budget
101-371 - Building Inspection Dept.	
704 Building Inspector Salary	110.5%
705 Electrical Inspector Salary	97.6%
706 Plumbing Inspector Salary	79.8%
708 Mechanical Inspector Salary	92.3%
101-371 - Building Inspection Dept. - Other	0.0%
Total 101-371 - Building Inspection Dept.	99.6%
101-446 - Streets	
930 Road Repair	75.6%
Total 101-446 - Streets	75.6%
920 - Street Lights	
920 Street Lights	73.2%
Total 920 - Street Lights	73.2%
101-536 - Waste Water Dept.	
704 - Board	51.2%
703 Management/Administrator	75.0%
705 Mileage Expense	100.0%
Total 101-536 - Waste Water Dept.	72.7%
101-651 - Ambulance	
703 Board Compensation	40.0%
Total 101-651 - Ambulance	40.0%
101-721 - Planning Commission	
703 Board Compensation	92.4%
706 Mileage	0.0%
808 Attorney Fees	34.5%
809 Professional Services	110.3%
910 Legal Notices	27.9%
957 Miscellaneous	27.6%
Total 101-721 - Planning Commission	86.5%

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 01/03/23
 Accrual Basis

ONTWA TOWNSHIP
Profit & Loss Budget vs. Actual
 April through December 2022

	% of Budget
101-722 - Zoning	
751 - Escrow Eagle Ridge	80.6%
810-10 Code Enforcement Deputy	75.0%
810.1 Code Enforcement Salary	75.0%
703 Administrator Salary	32.0%
703.1 ZBA Compensation	55.9%
706 Mileage	6.6%
808 Attorney Fees	0.0%
810 Code Enforcement	0.0%
910 Legal Notices	18.4%
957 Miscellaneous	10.0%
Total 101-722 - Zoning	74.6%
101-751 - Parks & Recreation	
949 - Complete Streets	1.0%
927 Park Maintenance	106.9%
970 Capital Outlay	0.0%
101-751 - Parks & Recreation - Other	0.0%
Total 101-751 - Parks & Recreation	11.7%
Total Expense	66.6%
Net Ordinary Income	47.7%
Net Income	47.7%

Ontwa Township-WasteWater Fund

Balance Sheet

As of December 31, 2022

	Dec 31, 22
ASSETS	
Current Assets	
Checking/Savings	
Certificate of Deposits	
WW-Treatment #5805	325,149.07
WW- #0906	133,831.68
WW- #0930	93,733.69
Certificate of Deposits - Other	3,042.64
Total Certificate of Deposits	555,757.08
WW Contract Checking (Chemical)	641,421.92
WW Treatment Checking (Chemical)	1,275,491.20
Total Checking/Savings	2,472,670.20
Accounts Receivable	
11000 · Accounts Receivable	132,658.97
Total Accounts Receivable	132,658.97
Other Current Assets	
Accounts Receivable-audit	23,557.00
Special Assessments	-27,419.86
Special Assessments-current	30,022.76
Total Other Current Assets	26,159.90
Total Current Assets	2,631,489.07
Fixed Assets	
Sewer System Assets	12,545,084.84
Accumulated Depreciation	-4,985,352.37
Total Fixed Assets	7,559,732.47
TOTAL ASSETS	10,191,221.54
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Accrued Interest	2,423.00
Total Other Current Liabilities	2,423.00
Total Current Liabilities	2,423.00
Long Term Liabilities	
2012 · Contract Payable	116,490.00
Total Long Term Liabilities	116,490.00
Total Liabilities	118,913.00
Equity	
Committed for South Shore Dr	6,000.00
32000 · Retained Earnings	9,849,134.43
Net Income	217,174.11
Total Equity	10,072,308.54
TOTAL LIABILITIES & EQUITY	10,191,221.54

Ontwa Township-WasteWater Fund

Profit & Loss

December 2022

	Dec 22
Ordinary Income/Expense	
Income	
592 · Income	
592-000-611 Mnthly Usage Chrgs	
000-612 Flat Rate/Metered	83,289.84
000-617 Surcharges (rebilled)	1,382.22
	84,672.06
Total 592-000-611 Mnthly Usage Chrgs	84,672.06
592-000-711 Debt Service	
711-1a · Income Township	642.52
711-2a · Income Village	3,044.89
711-3a · Income Mason	609.94
	4,297.35
Total 592-000-711 Debt Service	4,297.35
Total 592 · Income	88,969.41
Total Income	88,969.41
Expense	
a)PLANT OPERATING COSTS	
610-925 Building maintenance	600.00
610-850 · Telephone	109.00
610-921 · Electric	2,982.26
610-922 · Natural Gas	421.51
610-924 · Water	42.47
610-933 · System Operations	
Wightman Consulting	1,670.00
933a IAI System Mgmt. Monthly	8,565.00
	10,235.00
Total 610-933 · System Operations	10,235.00
610-938 · System Maintenance/Repairs	
938a · Lift Station Cleaning	4,260.00
	4,260.00
Total 610-938 · System Maintenance/Repairs	4,260.00
610-940 · Lab/Testing Fees	748.00
610-950 · Chemical Treatments	12,370.12
610-956 · WW Treatment Costs	
956a · Elkhart Sewage Processing Costs	41,986.19
	41,986.19
Total 610-956 · WW Treatment Costs	41,986.19
Total a)PLANT OPERATING COSTS	73,754.55
b)ADMINISTRATIVE AND OTHER	
610-708 · Township Services	4,541.67
610-729 · Postage	665.72
610-960 · Miss Dig	16.15
610-971 · Bad Checks	124.00
	5,347.54
Total b)ADMINISTRATIVE AND OTHER	5,347.54
Expense Debit Services	
711-2b · Payment to Village	3,506.30
711-3b · Payment to Mason	686.60
	4,192.90
Total Expense Debit Services	4,192.90
Total Expense	83,294.99
Net Ordinary Income	5,674.42
Net Income	5,674.42

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Accrual Basis

Ontwa Township-WasteWater Fund Profit & Loss Budget vs. Actual April through December 2022

	Apr - Dec 22	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
610-811 Income for Legal Fees	74.00	0.00	74.00
592 - Income			
Waste Water CIP Savings			
592-000-611 Mnthly Usage Chrgs	0.00	225,700.00	-225,700.00
000-612 Flat Rate/Metered	796,651.03	1,100,000.00	-303,348.97
000-613 Granger Usage	64,554.03	86,000.00	-21,445.97
000-615 Miscellaneous	0.00	0.00	0.00
000-617 Surcharges (rebilled)	21,563.58	18,000.00	3,563.58
000-690 Sewer Permits	345.00	500.00	-155.00
592-000-611 Mnthly Usage Chrgs - Other	2,631.50		
Total 592-000-611 Mnthly Usage Chrgs	885,745.14	1,204,500.00	-318,754.86
592-000-711 Debt Service			
711-1a - Income Township	12,016.84	0.00	12,016.84
711-2a - Income Village	28,115.85	0.00	28,115.85
711-3a - Income Mason	6,223.80	0.00	6,223.80
592-000-711 Debt Service - Other	0.00	64,000.00	-64,000.00
Total 592-000-711 Debt Service	46,356.49	64,000.00	-17,643.51
Total 592 - Income	932,101.63	1,494,200.00	-562,098.37
Total Income	932,175.63	1,494,200.00	-562,024.37
Expense			
610-926 - Conference Expense			
a)PLANT OPERATING COSTS			
610-925 Building maintenance	17.90	2,000.00	-1,982.10
610-850 - Telephone	3,250.00	6,000.00	-2,750.00
610-921 - Electric	1,186.03	1,800.00	-613.97
610-922 - Natural Gas	20,551.40	40,000.00	-19,448.60
610-924 - Water	2,142.37	6,000.00	-3,857.63
610-933 - System Operations	262.23	500.00	-237.77
Wightman Consulting	6,921.34	20,000.00	-13,078.66
933a IAI System Mgmt. Monthly	68,440.00	111,000.00	-42,560.00
933b IAI Overtime	5,651.84	11,000.00	-5,348.16
933e - Overtime	0.00	0.00	0.00
610-933 - System Operations - Other	0.00	0.00	0.00
Total 610-933 - System Operations	81,013.18	142,000.00	-60,986.82

**Ontwa Township-WasteWater Fund
Profit & Loss Budget vs. Actual
April through December 2022**

	Apr - Dec 22	Budget	\$ Over Budget
610-938 · System Maintenance/Repairs			
938a · Lift Station Cleaning	11,423.00	14,000.00	-2,577.00
938b · Lift Station-Electrical	1,009.57	10,000.00	-8,990.43
938c · Lift Stations-Pumps	3,110.20	20,000.00	-16,889.80
938d · Lift Station-Mechanical	1,570.91	10,000.00	-8,429.09
938e · Lift Station-Misc.	271.80	5,000.00	-4,728.20
938f · Manhole/Gravity Line Cleaning	29,997.90	20,000.00	9,997.90
938g · Manhole/Gravity Line Repair	0.00	14,000.00	-14,000.00
938h · Force Main / ARV Repairs	0.00	2,000.00	-2,000.00
938j · Generator Maintenance & Repair	1,538.84	10,000.00	-8,461.16
Total 610-938 · System Maintenance/Repairs	48,922.22	105,000.00	-56,077.78
610-940 · Lab/Testing Fees	8,301.00	14,000.00	-5,699.00
610-950 · Chemical Treatments			
610-951 Chemical- Biocide	13,902.15	0.00	13,902.15
610-953 Chemical - Other	0.00	0.00	0.00
610-950 · Chemical Treatments - Other	85,774.11	125,000.00	-39,225.89
Total 610-950 · Chemical Treatments	99,676.26	125,000.00	-25,323.74
610-956 · WW Treatment Costs			
956a · Elkhart Sewage Processing Costs	405,396.81	0.00	405,396.81
610-956 · WW Treatment Costs - Other	0.00	600,000.00	-600,000.00
Total 610-956 · WW Treatment Costs	405,396.81	600,000.00	-194,603.19
Total a)PLANT OPERATING COSTS	670,701.50	1,040,300.00	-369,598.50
b)ADMINISTRATIVE AND OTHER			
610-730 · Consulting	0.00	4,000.00	-4,000.00
610-701 - WW Mileage	0.00	600.00	-600.00
610-708 · Township Services	40,875.03	54,500.00	-13,624.97
610-727 · Office Equipment	1,620.00	3,000.00	-1,380.00
610-728 · Office Supplies	0.00	1,000.00	-1,000.00
610-729 · Postage	5,813.20	8,000.00	-2,186.80
610-804 · Audit Fees	0.00	1,000.00	-1,000.00
610-810 · Legal Fees	259.00	16,000.00	-15,741.00
610-960 · Miss Dig	171.00	3,100.00	-2,929.00
610-970 · Munibilling Software	1,650.69	2,500.00	-849.31
610-971 · Bad Checks	938.43	1,200.00	-261.57
Total b)ADMINISTRATIVE AND OTHER	51,327.35	94,900.00	-43,572.65

Ontwa Township-WasteWater Fund Profit & Loss Budget vs. Actual April through December 2022

	Apr - Dec 22	Budget	\$ Over Budget
Expense Debit Services			
711-2b - Payment to Village	29,109.42	0.00	29,109.42
711-3b - Payment to Mason	6,963.12	0.00	6,963.12
Expense Debit Services - Other	0.00	64,000.00	-64,000.00
Total Expense Debit Services	36,072.54	64,000.00	-27,927.46
610-690 - Sewer Permit Payment			
610-939 - W.W. Capital Equipment	280.00	400.00	-120.00
939e - Fencing	0.00	12,000.00	-12,000.00
939c - Sensors & Misc. Parts	0.00	6,600.00	-6,600.00
939d - Facilities Upgrades	0.00	61,000.00	-61,000.00
610-939 - W.W. Capital Equipment - Other	19,718.24	204,000.00	-184,281.76
Total 610-939 - W.W. Capital Equipment	19,718.24	283,600.00	-263,881.76
610-941 - Instrumentation			
610-942 - SCADA Data	0.00	1,000.00	-1,000.00
	6,214.62	8,000.00	-1,785.38
Total Expense	784,332.15	1,494,200.00	-709,867.85
Net Ordinary Income	147,843.48	0.00	147,843.48
Other Income/Expense			
Other Income			
3. Mason Reimbursement	63,256.29		
Annual Interest (Assessments)	4,406.17		
Bank Interest	4,349.42	0.00	4,349.42
Total Other Income	72,011.88	0.00	72,011.88
Other Expense			
610-972 - 2012 Bond Payment			
1. Interest (2012 Bond)	2,681.25		
Total 610-972 - 2012 Bond Payment	2,681.25		
Total Other Expense	2,681.25		
Net Other Income	69,330.63	0.00	69,330.63
Net Income	217,174.11	0.00	217,174.11

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Accrual Basis

Ontwa Township-WasteWater Fund
Profit & Loss Budget vs. Actual
April through December 2022

	% of Budget
Ordinary Income/Expense	
Income	
610-811 Income for Legal Fees	100.0%
592 - Income	
Waste Water CIP Savings	
592-000-611 Mnthly Usage Chrgs	0.0%
000-612 Flat Rate/Metered	72.4%
000-613 Granger Usage	75.1%
000-615 Miscellaneous	0.0%
000-617 Surcharges (rebilled)	119.8%
000-690 Sewer Permits	69.0%
592-000-611 Mnthly Usage Chrgs - Other	
Total 592-000-611 Mnthly Usage Chrgs	73.5%
592-000-711 Debt Service	
711-1a - Income Township	100.0%
711-2a - Income Village	100.0%
711-3a - Income Mason	100.0%
592-000-711 Debt Service - Other	0.0%
Total 592-000-711 Debt Service	72.4%
Total 592 - Income	62.4%
Total Income	62.4%
Expense	
610-926 - Conference Expense	0.9%
a)PLANT OPERATING COSTS	
610-925 Building maintenance	
610-850 - Telephone	54.2%
610-921 - Electric	65.9%
610-922 - Natural Gas	51.4%
610-924 - Water	35.7%
610-933 - System Operations	52.4%
Wightman Consulting	
933a IAI System Mgmt. Monthly	34.6%
933b IAI Overtime	61.7%
933e - Overtime	51.4%
610-933 - System Operations - Other	0.0%
Total 610-933 - System Operations	57.1%

**Ontwa Township-WasteWater Fund
Profit & Loss Budget vs. Actual
April through December 2022**

	% of Budget
610-938 · System Maintenance/Repairs	
938a · Lift Station Cleaning	81.6%
938b · Lift Station-Electrical	10.1%
938c · Lift Stations-Pumps	15.6%
938d · Lift Station-Mechanical	15.7%
938e · Lift Station-Misc.	5.4%
938f · Manhole/Gravity Line Cleaning	150.0%
938g · Manhole/Gravity Line Repair	0.0%
938h · Force Main / ARV Repairs	0.0%
938j · Generator Maintenance & Repair	15.4%
Total 610-938 · System Maintenance/Repairs	46.6%
610-940 · Lab/Testing Fees	59.3%
610-950 · Chemical Treatments	
610-951 Chemical- Biocide	100.0%
610-953 Chemical - Other	0.0%
610-950 · Chemical Treatments - Other	68.6%
Total 610-950 · Chemical Treatments	79.7%
610-956 · WW Treatment Costs	
956a · Elkhart Sewage Processing Costs	100.0%
610-956 · WW Treatment Costs - Other	0.0%
Total 610-956 · WW Treatment Costs	67.6%
Total a)PLANT OPERATING COSTS	64.5%
b)ADMINISTRATIVE AND OTHER	
610-730 · Consulting	0.0%
610-701 - WW Mileage	0.0%
610-708 · Township Services	75.0%
610-727 · Office Equipment	54.0%
610-728 · Office Supplies	0.0%
610-729 · Postage	72.7%
610-804 · Audit Fees	0.0%
610-810 · Legal Fees	1.6%
610-960 · Miss Dig	5.5%
610-970 · Mubilling Software	66.0%
610-971 · Bad Checks	78.2%
Total b)ADMINISTRATIVE AND OTHER	54.1%

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Accrual Basis

Ontwa Township-WasteWater Fund Profit & Loss Budget vs. Actual April through December 2022

	% of Budget
Expense Debit Services	
711-2b · Payment to Village	100.0%
711-3b · Payment to Mason	100.0%
Expense Debit Services - Other	0.0%
Total Expense Debit Services	56.4%
610-690 · Sewer Permit Payment	
610-939 · W.W. Capital Equipment	70.0%
939e · Fencing	0.0%
939c · Sensors & Misc. Parts	0.0%
939d · Facilities Upgrades	0.0%
610-939 · W.W. Capital Equipment - Other	9.7%
Total 610-939 · W.W. Capital Equipment	7.0%
610-941 · Instrumentation	
610-942 · SCADA Data	77.7%
Total Expense	52.5%
Net Ordinary Income	100.0%
Other Income/Expense	
Other Income	
3. Mason Reimbursement	
Annual Interest (Assessments)	
Bank Interest	100.0%
Total Other Income	100.0%
Other Expense	
610-972 · 2012 Bond Payment	
1. Interest (2012 Bond)	
Total 610-972 · 2012 Bond Payment	
Total Other Expense	
Net Other Income	100.0%
Net Income	100.0%

Ontwa Township Board of Trustees Meeting Minutes

December 12, 2022, Minutes

www.ontwatwp.org

Call to Order: The regular monthly meeting of the Ontwa Township Board was called to order by Supervisor Jerry Marchetti at 7:00 pm on December 12, 2022.

Pledge of Allegiance:

Roll Call: Supervisor Jerry Marchetti, Clerk VanBelle, Treasurer Leist, Trustees Meryl Christensen, Dawn Bolock, Jeff Kozinski and Dan Stutsman were present.

Approval of Agenda: Trustee Stutsman made a motion to approve the agenda, second by Trustee Kozinski. All in favor, motion passed.

Public Comment: None

Approval of Consent Agenda: Trustee Bolock made a motion to approve the Consent Agenda second by Trustee Christensen. Motion passed on a roll call vote, 7 ayes 0 nays.

Commissioner's Report: Commissioner Roseann Marchetti: One of Cass County's K-9 Patrol retired. Said goodbye to Commissioner File. Rules of procedure were updated. Former leader publications personnel Ambrosia Neldon now in charge of Cass County's website and Facebook. Lawless Park received a grant for \$428,600 for updating the park. Thanksgiving food give-away a big success, Christmas one to take place December 19th.

Committee Board Reports:

Wastewater: Brigid Forlenza: routine maintenance taking place, things going smoothly.

Zoning Administrator: John Hanson: Short term rental renewals need to be done by January 1, 2023. Inspections taking place. 15 rentals total.

Ambulance: Trustee Stutsman: Looking to purchase a new gas ambulance. Jen Weed received a plaque for 20 years of service. Things are running smoothly.

Police: Trustee Christensen: No report.

Buildings & Grounds: Trustee Stutsman: Looking to get Landscaping Quotes to clean up township yard.

Planning Commission: Trustee Bolock: A special land use approved at meeting for a veterinarian office on M62. Davis postponed. The open house went great.

Township Roads: Trustee Kozinski: Went out with Supervisor Marchetti, Bob Thompson and Joe Bellina to tour roads, looked at boat ramp on Brady Road to see about improving in 2023.

Fire Board: John Hanson: No report

Parks Board: Trustee Kozinski: No report

Old Business: Elkhart Road Project: Trustee Kozinski reported on progress of the Elkhart Road bike path. Estimated costs were discussed. Positive response from Open House. Trustee Kozinski made a motion to proceed with the Elkhart Rd project, Second by Trustee Stutsman, Motion passed on a roll call vote, 7 ayes 0 nays.

New Business:

Board of Review re-appointments: Patricia Bellaire, and Michael Mroczek were re-appointed to a 2-year term. Trustee Stutsman made a motion to re-appoint, seconded by Trustee Kozinski. Roll call vote, 7 ayes 0 nays.

2023 Ontwa Township Poverty Guidelines: Trustee Bolock made a motion to adopt the 2023 poverty guidelines, second by Trustee Christensen. Motion passed on a roll call vote, 7 ayes 0 nays.

Ferndale Fencing: Trustee Kozinski made a motion to make improvements to Ferndale Park, including a fence, not to exceed \$10,000.00. Second by Trustee Bolock. Motion passed on a roll call vote: 6 ayes 1 nay by Supervisor Marchetti.

Appointment to ZBA: Supervisor Marchetti made a motion to appoint Bill Mahaney to the ZBA board, with the resignation of Sandy Senior, a replacement was needed. Second by Trustee Bolock. Motion passed on a roll call vote: 7 ayes 0 nays.

Announcements: Next regular Township Board Meeting will be January 9th, Ambulance Board Meeting cancelled, Police Board Cancelled, Wastewater Board December 27th, Planning Commission January 3rd.

Adjourn: Trustee Christensen made a motion to adjourn, second by Treasurer Leist. Meeting adjourned at 8:15 pm.

Respectfully submitted:

Tina VanBelle, Ontwa Township Clerk

Date Approved: _____