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Board of Trustees Regular Meeting Agenda

For September 27, 2021 7:30 P.M.

The "Regular Meeting" of the Board of Trustees of the *Charter Township of Kalamazoo* will be held at 7:30 p.m., on Monday, September 27, 2021 via Zoom conferencing for the purpose of discussing and acting on the below listed items and any other business that may legally come before the Board of Trustees of the *Charter Township of Kalamazoo*.

Join Zoom Meeting

<https://us02web.zoom.us/j/81491945283?pwd=VWF2UjIIXZnZyblAvd1V4QnhHMDIGZz09>

Meeting ID: 814 9194 5283 Passcode: 300851

Dial by your location +1 312 626 6799 US (Chicago)

Meeting ID: 814 9194 5283 Passcode: 300851

Find your local number: <https://us02web.zoom.us/j/81491945283?pwd=VWF2UjIIXZnZyblAvd1V4QnhHMDIGZz09>

1 – Call to Order

2 – Pledge of Allegiance

3 – Roll Call of Board Members

4 – Addition/Deletions to Agenda (Any member of the public, board, or staff may ask that any item on the consent agenda be removed and placed elsewhere on the agenda for full discussion. Such requests will be automatically respected.)

5 – Public Comment on Agenda and Non-agenda Items (Each person may use three (3) minutes for remarks. If your remarks extend beyond the 3 minute time period, please provide your comments in writing and they will be distributed to the board. The public comment period is for the Board to listen to your comments. Please begin your comments with your name and address.)

6 – Consent Agenda (The purpose of the Consent Agenda is to expedite business by grouping non-controversial items together to be dealt with in one Board Motion without discussion.)

Approval of:

- A. Minutes of the September 13, 2021 Board of Trustees Work Session Meeting
- B. Minutes of the September 13, 2021 Board of Trustees Regular Meeting
- C. Payment of Bills in the Amount of: \$73,453.55

Receipt of:

No items for this meeting.

7 – Public Hearing/Presentation

No items for this meeting.

8 – Old Business

None for this meeting.

9 – New Business

A. Request to Approve 2022 KABA Budget

10 – Items removed from Consent Agenda

11 – Board Member Reports

Trustee Leuty
Trustee Glass
Trustee Moaiery
Trustee Robinson
Clerk Miller
Treasurer Miller
Supervisor Martin

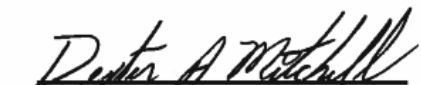
12 – Attorney Report

13 – Manager Report

14 – Public Comments

15 – Adjournment

Posted: September 23, 2021


Dexter A. Mitchell, Manager
Charter Township of Kalamazoo

**CHARTER TOWNSHIP OF KALAMAZOO
BOARD OF TRUSTEES MEETING
September 13, 2021**

The regular meeting of the Board of Trustees of the Charter Township of Kalamazoo, Kalamazoo County, was held at 7:30 p.m., Monday, September 13, 2021. Members accessed the meeting remotely using Zoom, due to the COVID-19 epidemic.

Item 1 CALL TO ORDER

Supervisor Martin called the meeting to order at 7:30 pm.

Item 2 PLEDGE OF ALLEGIANCE

Manager Mitchell led the Pledge of Allegiance.

Item 3 ROLL CALL OF BOARD MEMBERS.

All present.

Item 4 ADDITIONS AND DELETIONS TO AGENDA

Trustee Leuty moved, seconded by Clerk Miller to move item 9J, Approval of Networking Supplies to the first item under New Business.

Item 5 PUBLIC COMMENT ON AGENDA AND NON-AGENDA ITEMS

Jim Ferner commented on special assessments, saying that there is little information available. He suggested using social worker crisis teams. He wonders if we need to have the best fire hall, vs. other priorities. Have we considered using LEDs for streetlights? Have other options been considered for recycling?

Todd Kowalski addressed the upcoming “Talons Out” honor flight, Air Zoo Saturday Sept. 18.

Mike Seals commented on the technology issue, there have been many changes.

Item 6 CONSENT AGENDA

Clerk Miller moved, seconded by Trustee Robinson, to approve the consent agenda which included action on the following items:

Approval of:

- A. Minutes of August 23, 2021 Board of Trustees Regular Meeting
- B. Payment of Bills in the amount of \$302,461.87

Receipt of:

- A. Treasurer’s Report for August 2021
- B. Summary of 911 Incidents Report for July 2021
- C. Check Register Report for August 2021
- D. Check Disbursement Report for August 2021
- E. COLA Summary Information

Roll call vote (7-0), Motion carried.

Item 7 PUBLIC HEARING / PRESENTATION
PUBLIC HEARINGS ON SPECIAL ASSESSMENTS:

The public hearing on special assessment of 0.4 mills for streetlighting opened at 7:46 pm and closed at 7:56 pm. Board members discussed LED replacement and how to get service from Consumers Energy on streetlights that are not working. Mike Seals asked if Consumers had an order of priority for replacement? We will need to get an answer from Consumers.

The public hearing on special assessment of 1.7 mills for Police Operating opened at 7:56 pm and closed at 7:56 pm with no public comment.

The public hearing on special assessment of 0.3 mills for Police Capital opened at 7:56 pm and closed at 7:57 pm with no public comment.

The public hearing on special assessment of 1.0 mills for Fire Capital opened at 7:57 pm and closed at 7:57 pm with no public comment.

The public hearing on special assessment of 2.45 mills for the road bond levy opened at 7:58 pm and closed at 7:58 pm with no public comment.

The public hearing on special assessment of \$79 per parcel for solid waste and recycling opened at 7:59 pm and closed at 7:59 pm with no public comment.

The public hearing on the charter millage of 8.8428 mills opened at 8:00 pm and closed at 8:00 pm with no public comment.

Item 8 UNFINISHED BUSINESS

None.

Item 9 NEW BUSINESS

Item 9A ADOPTION OF PURCHASE OF SUPPLIES TO UPDATE TOWNSHIP IT NETWORK

Trustee Leuty moved to approve the purchase of IT equipment not to exceed \$188,502.85, and authorize the Manager to sign the contract seconded by Clerk Miller.

Trustee Leuty reviewed some of the advantages of the proposed system. IT Coordinator Ben Moored said that the connections to the fire stations require running fiber optic cable, which can't be done after the soil freezes.

Roll call vote (6-1 Trustee Glass), Motion carried.

Item 9B **ADOPTION OF RESOLUTION FOR STREET LIGHTING SPECIAL ASSESSMENT**

Trustee Glass moved, seconded by Trustee Leuty to adopt the resolution for streetlighting special assessment. Roll call vote (7-0), Motion carried.

Item 9C **ADOPTION OF RESOLUTION FOR POLICE OPERATING SPECIAL ASSESSMENT**

Trustee Glass moved, seconded by Supervisor Martin to adopt the resolution for 1.7 mills for police operating special assessment. Roll call vote (7-0), Motion carried.

Item 9D **ADOPTION OF RESOLUTION FOR POLICE CAPITAL SPECIAL ASSESSMENT**

Trustee Moaiery moved, seconded by Trustee Glass, to adopt the resolution for 0.3 mills for police capital special assessment. Roll call vote (7-0), Motion carried.

Item 9E **ADOPTION OF RESOLUTION FOR FIRE DEPARTMENT SPECIAL ASSESSMENT**

Trustee Glass moved, seconded by Trustee Robinson to adopt the resolution for 1.0 mills for fire capital special assessment. Roll call vote (7-0), Motion carried.

Item 9F **ADOPTION OF RESOLUTION FOR SETTING MILLAGE RATE ON ROAD BONDS AND AUTHORIZING TREASURER TO LEVY**

Trustee Moaiery moved, seconded by Treasurer Miller to set the millage rate at 2.45 mills for repaying the road bond and authorize the Treasurer to levy and place on the tax bills. Roll call vote (7-0), Motion carried.

Item 9G **ADOPTION OF RESOLUTION FOR SOLID WASTE AND RECYCLING SPECIAL ASSESSMENT DISTRICT**

Trustee Leuty moved adoption of the resolution for a special assessment for solid waste and recycling of \$79 per parcel, seconded by Trustee Robinson. Roll call vote (7-0), Motion carried.

Item 9H **ADOPTION OF RESOLUTION FOR CHARTER MILLAGE AT VOTER-APPROVED RATE OF 8.8428 MILLS**

Treasurer Miller moved adoption of the resolution of the charter millage of 8.8428 mills, seconded by Trustee Robinson. Roll call vote (7-0), Motion carried.

Item 9I **ADOPTION OF RESOLUTION FOR APPOINTING TAX PAYMENT DESIGNEES**

Attorney Seeber read aloud the resolution she had modified to appoint one designee on certain specified days to collect taxes.

Treasurer Miller moved to adopt the resolution as read by the Attorney, seconded by Clerk Miller.

Clerk Miller had two questions: 1) to the extent the Attorney is able outside of Closed Session, what progress has been made in responding to the letter from the Township

Treasurer's attorney? Attorney Seeber answered that there have been extensive talks between all attorneys involved, and an upcoming meeting will attempt to resolve the issues raised, and the Board will be informed at our next meeting. 2) Clerk Miller asked whether the concerns Deputy Treasurer Seals has raised of resources he needs to carry out his responsibilities? Supervisor Martin said this is in the attorney's hands now.

Trustee Leuty asked whether the designee is automatically authorized even if the Treasurer is present? Attorney Seeber responded that this is covered by Manager Mitchell asking the Deputy Treasurer to be present. Trustee Leuty asked if building and computer access was required for the Deputy to do his job? Supervisor Martin said this is part of what must be worked out by the attorneys.

Treasurer Miller said that she is on medical leave and would only be present for tax collection day (tomorrow) if the present resolution is not approved.

Trustee Robinson said that BS&A software can set restrictions, and everyone using it should be logging in under their own account to allow for an audit trail of who did what.

Roll call vote (7-0), Motion carried.

Item 9J ADOPTION OF PLANNING AND ZONING FEE SCHEDULE

Manager Mitchell addressed the changed fee schedule, which adds some additional fees for pre-application meetings.

Motion to adopt the amended fee schedule by Trustee Leuty, seconded by Trustee Robinson. Roll call vote (7-0), Motion carried.

Item 10 ITEMS REMOVED FROM THE CONSENT AGENDA

None.

Item 11 BOARD MEMBER REPORTS

Trustee Leuty reported that the Planning Commission approved a change of use for 2609 S Burdick adding a Class C grow license. A site plan review allowed for a reduction in parking places at the same business. There was a discussion of natural landscaping. Scheid Park is accessed from a driveway on Pinehurst. It is undeveloped, and the management plan calls for it to remain natural. There will be costs just for falling trees due to storms. We will have ongoing discussions about Scheid Park with neighbors and others.

Trustee Moaiery attended CCTA/KCTA joint meeting. CCTA budget was adopted. KCTA transportation millage is renewal of 0.3124 mills for five years.

Treasurer Miller thanked the Board for supporting the amended resolution.

Supervisor Martin said that we need to build a new fire station and we are outgrowing the Township Hall. There are more calls for service.

Item 12 ATTORNEY'S REPORT

None.

Item 13 MANAGER REPORT

Manager Mitchell said Trustee Glass is working on Trustee information for the website. We are working on a document management system. We continue to wear masks in the Township Hall in shared spaces.

Item 14 PUBLIC COMMENTS

Trustee Glass is impressed with police presence directing traffic outside schools.

Mike Seals suggested that Kalamazoo River Valley Trail has a donation box – could we do the same for Scheid Park?

Item 15 ADJOURNMENT

Adjourned at 8:46 pm.

BOARD MEMBERS PRESENT:

Supervisor Donald D. Martin
Treasurer Sherine M. Miller
Clerk Mark E. Miller
Trustee Ashley Glass
Trustee Steven C. Leuty
Trustee Lisa Moaiery
Trustee Clara D. Robinson

Respectfully submitted,

Mark E. Miller, Clerk

ABSENT: None.

Attested to by,

ALSO PRESENT:

Attorney Roxanne Seeber
Manager Dexter Mitchell

Donald D. Martin, Supervisor

CHARTER TOWNSHIP OF KALAMAZOO
BOARD OF TRUSTEES – WORK SESSION
Monday, September 13, 2021

The Board of Trustees of the *Charter Township of Kalamazoo* held a Work Session on **Monday, September 13, 2021** at **5:30 p.m.** for the purpose of discussing Work Session Agenda items, and any other business that may legally come before the Board of Trustees of the Charter Township of Kalamazoo, Kalamazoo County. Members accessed the meeting remotely using Zoom, due to the COVID-19 epidemic.

PRESENT: Supervisor Donald Martin, Clerk Mark Miller, Treasurer Sherine Miller, Trustees Ashley Glass, Steven Leuty, Lisa Moaiery and Clara Robinson.

ABSENT: None.

ALSO PRESENT: Manager Dexter Mitchell, Attorney Roxanne Seeber, Fire Chief David Obreiter, IT Coordinator Benjamin Moored

Supervisor Martin called the meeting to order at 5:32 p.m.

Item 1 – FIRE DEPARTMENT PRESENTATION

Chief Obreiter discussed the need to replace the Fire Station in Eastwood. It was built in 1940, with one vehicle bay. It used local volunteers, unpaid. In 1967 two vehicle bays were added. Future planning has been underway since 2000. There are many deterioration issues that preclude updating the present buildings. We purchased three properties around the present station. Phase I concept design completed in 2021. Total cost estimate as of now is just over \$9 million.

Questions were asked about the multi-purpose room, the cost estimate, and the possibility of updating the present buildings. COVID cost increases have raised the estimate, but we will not be building next year in any case. Finance Director Desai said it is important to know that the Board is behind the project before we proceed with the next phase of engineering. The Michigan Building Code requires some energy efficiency, such as LED lighting, motion sensors, etc.. Some options will only be explored in Phase 2.

Item 2 – COST OF LIVING ADJUSTMENT

Manager Mitchell went over the impacts of the COLA. Trustee Leuty clarified that the dollar estimates are for Administrative staff only.

Item 3 – TOWNSHIP OFFICE SCHEDULE

Manager Mitchell went over the change to the Township Office schedule. He is suggesting making this a permanent change.

Item 4 – MANAGER'S UPDATE

ARPA money reporting guidelines – we will start seeing acronyms such as SLF/RF program. \$2.2 million, we are not an entitlement community. We will be able to use some of this for network infrastructure, sewer, and parks. Reporting guidelines are out. Welcome Lisa VanDyken to the Township office. There is a crisis shortage of bus drivers for our local schools.

Item 5 – DISCUSSION REGARDING ITEMS ON THE REGULAR AGENDA

There was lengthy discussion about the proposed resolution allowing the assignment of designees to collect taxes. This is proposed by the Treasurer. Attorney Seeber said she has re-written the resolution to allow for what the Treasurer is interested in. This will be presented at the Regular Meeting.

Manager Mitchell suggested that our IT Coordinator was present, and questions on the IT equipment purchase could be answered now. Trustee Glass suggested that a written IT plan should be in place. Ben Moored reviewed the process of specifying the equipment needed for the network upgrade.

Item 6 – PUBLIC COMMENT

Mike Seals spoke about the previous resolution that ties his hands.

Jim Ferner reminded the Board about sidewalks.

Adjourned 6:52 p.m.

Respectfully submitted,

Mark E. Miller, Clerk, Charter Township of Kalamazoo

INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO
 EXP CHECK RUN DATES 09/28/2021 - 09/28/2021
 BOTH JOURNALIZED AND UNJOURNALIZED
 OPEN

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
793949 33099	MCDONALD'S TOWING TOWING 207-301-939.00	09/22/2021 MONICAK MAINT. - VEHICLE	09/22/2021	55.00 55.00	55.00	Open	N 09/22/2021
793948 33100	MCDONALD'S TOWING TOWING 207-301-939.00	09/22/2021 MONICAK MAINT. - VEHICLE	09/22/2021	55.00 55.00	55.00	Open	N 09/22/2021
794251 33101	MCDONALD'S TOWING TOWING 207-301-939.00	09/22/2021 MONICAK MAINT. - VEHICLE	09/22/2021	55.00 55.00	55.00	Open	N 09/22/2021
083121 33102	PORTAGE CLEANERS AND LAUNDRY CLEANING 207-301-749.00	09/22/2021 MONICAK UNIFORM CLEANING	09/22/2021	224.35 224.35	224.35	Open	N 09/22/2021
780895 33103	NYE UNIFORM CO. UNIFORMS 207-301-748.00	09/22/2021 MONICAK UNIFORMS/PERSONAL EQUIPMENT	09/22/2021	305.00 305.00	305.00	Open	N 09/22/2021
3658 33104	BILL'S LOCK SHOP, INC. KEYS 207-301-747.00	09/22/2021 MONICAK SMALL TOOLS & EQUIPMENT	09/22/2021	35.00 35.00	35.00	Open	N 09/22/2021
172875 33105	KIESLER'S POLICE SUPPLY, INC. GRIPS 207-301-740.00	09/22/2021 MONICAK OPERATING SUPPLIES	09/22/2021	71.10 71.10	71.10	Open	N 09/22/2021
4435-739550 33106	HARMON GLASS DOCTOR WINDSHIELD REPAIR 207-301-939.00	09/22/2021 MONICAK MAINT. - VEHICLE	09/22/2021	50.00 50.00	50.00	Open	N 09/22/2021
4435-739552 33107	HARMON GLASS DOCTOR WINDSHIELD REPAIR 207-301-939.00	09/22/2021 MONICAK MAINT. - VEHICLE	09/22/2021	50.00 50.00	50.00	Open	N 09/22/2021
2255139-0 33108	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 207-301-727.00	09/22/2021 MONICAK OFFICE SUPPLIES	09/22/2021	50.08 50.08	50.08	Open	N 09/22/2021

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IN00038336							
33109	PACE SYSTEMS, INC PACE SCHEDULER - ANNUAL FEE 207-301-811.00	09/22/2021 MONICAK PURCHASED SERVICE	09/22/2021	2,400.00 2,400.00	2,400.00	Open	N 09/22/2021
782364							
33110	NYE UNIFORM CO. UNIFORMS 207-301-748.00	09/22/2021 MONICAK UNIFORMS/PERSONAL EQUIPMENT	09/22/2021	109.50 109.50	109.50	Open	N 09/22/2021
40354							
33111	KRESA PRINT CENTER BUSINESS CARDS 207-301-782.00	09/22/2021 MONICAK INVESTIGATIVE OPERATIONS	09/22/2021	50.54 50.54	50.54	Open	N 09/22/2021
40456							
33112	KRESA PRINT CENTER BUSINESS CARDS 207-301-782.00	09/22/2021 MONICAK INVESTIGATIVE OPERATIONS	09/22/2021	50.54 50.54	50.54	Open	N 09/22/2021
IN173248							
33113	KIESLER'S POLICE SUPPLY, INC. HOLSTERS 207-301-748.00	09/22/2021 MONICAK UNIFORMS/PERSONAL EQUIPMENT	09/22/2021	205.00 205.00	205.00	Open	N 09/22/2021
26052515							
33114	DORRANCE FORD OIL CHANGE 207-301-939.00	09/22/2021 MONICAK MAINT. - VEHICLE	09/22/2021	40.71 40.71	40.71	Open	N 09/22/2021
14-0025318							
33115	KAL. COUNTY HEALTH & COMM SERVICES HHW FEES - AUGUST 226-527-811.00	09/22/2021 MONICAK SOLID WASTE	09/22/2021	909.67 909.67	909.67	Open	N 09/22/2021
243311							
33116	RIDGE COMPANY MISC SUPPLIES 206-336-939.00	09/22/2021 MONICAK MAINT. - VEHICLE	09/22/2021	69.06 69.06	69.06	Open	N 09/22/2021
21-028-4							
33117	MCKENNA ASSOCIATES, INC. PLANNING SERVICES 101-400-821.00	09/22/2021 MONICAK PLANNING CONSULTANT	09/22/2021	3,300.00 3,300.00	3,300.00	Open	N 09/22/2021
21-028-4A							
33118	MCKENNA ASSOCIATES, INC. 1521 GULL ROAD 701-000-240.00	09/22/2021 MONICAK ZONING/DEVELOPMENT ESCROW	09/22/2021	(309.37) (309.37)	(309.37)	Open	N 09/22/2021

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21-028-4B 33119	MCKENNA ASSOCIATES, INC. 1521 GULL ROAD 701-000-240.00	09/22/2021 MONICAK	09/22/2021	(428.13) (428.13)	(428.13)	Open	N 09/22/2021
21-028-4C 33120	MCKENNA ASSOCIATES, INC. 1521 GULL ROAD 701-000-240.00	09/22/2021 MONICAK	09/22/2021	(428.13) (428.13)	(428.13)	Open	N 09/22/2021
21-028-4D 33121	MCKENNA ASSOCIATES, INC. 1521 GULL ROAD 701-000-240.00	09/22/2021 MONICAK	09/22/2021	(428.13) (428.13)	(428.13)	Open	N 09/22/2021
21-028-4E 33122	MCKENNA ASSOCIATES, INC. 1521 GULL ROAD 701-000-240.00	09/22/2021 MONICAK	09/22/2021	(428.13) (428.13)	(428.13)	Open	N 09/22/2021
21-028-4F 33123	MCKENNA ASSOCIATES, INC. 803 W MOSEL 701-000-240.00	09/22/2021 MONICAK	09/22/2021	300.00 300.00	300.00	Open	N 09/22/2021
21-028-4G 33124	MCKENNA ASSOCIATES, INC. 2609 N BURDICK 701-000-240.00	09/22/2021 MONICAK	09/22/2021	375.00 375.00	375.00	Open	N 09/22/2021
21-028-4H 33125	MCKENNA ASSOCIATES, INC. 2609 N BURDICK 701-000-240.00	09/22/2021 MONICAK	09/22/2021	434.13 434.13	434.13	Open	N 09/22/2021
110330 33126	WEST MICHIGAN DOCUMENT SECURE SHREDDING 101-200-811.00	09/22/2021 MONICAK	09/22/2021	47.00 47.00	47.00	Open	N 09/23/2021
2006550 33127	GORDON WATER WATER/RENT 101-200-740.00 207-301-740.00	09/22/2021 MONICAK	09/22/2021	120.00 28.50 91.50	120.00	Open	N 09/23/2021
2260911-0 33128	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 207-301-727.00	09/22/2021 MONICAK	09/22/2021	126.15 126.15	126.15	Open	N 09/23/2021

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2021-59 33129	WESTERN MICHIGAN UNIVERSITY CTC LICENSES 207-301-814.00	09/22/2021 MONICAK	09/22/2021	1,200.00	1,200.00	Open	N 09/23/2021
		PURCHASED MAINT. SERVICE		1,200.00			
26052338 33130	DORRANCE FORD OIL CHANGE 207-301-939.00	09/22/2021 MONICAK	09/22/2021	47.01	47.01	Open	N 09/23/2021
		MAINT. - VEHICLE		47.01			
26052333 33131	DORRANCE FORD OIL CHANGE 207-301-939.00	09/22/2021 MONICAK	09/22/2021	47.77	47.77	Open	N 09/23/2021
		MAINT. - VEHICLE		47.77			
354926 33132	ROE-COMM, INC. REPAIR 207-301-933.00	09/22/2021 MONICAK	09/22/2021	125.00	125.00	Open	N 09/23/2021
		MAINT. - RADIO		125.00			
014221361 33133	XEROX CORPORATION CUSTOMER #724921614 207-301-811.00	09/22/2021 MONICAK	09/22/2021	377.85	377.85	Open	N 09/23/2021
		PURCHASED SERVICE		377.85			
205634507108 33134	CONSUMERS ENERGY ACCT #1000 0024 6171 206-336-923.04	09/22/2021 MONICAK	09/22/2021	118.65	118.65	Open	N 09/23/2021
		UTILITIES - NATURAL GAS		118.65			
202252910813 33135	CONSUMERS ENERGY ACCT #1000 1445 5693 206-336-921.04	09/22/2021 MONICAK	09/22/2021	961.63	961.63	Open	N 09/23/2021
		UTILITIES - ELECTRIC		961.63			
1531481 33136	MILLER, CANFIELD, PADDOCK LEGAL SUPPORT 101-200-827.00 207-301-827.00	09/22/2021 MONICAK	09/22/2021	1,846.00	1,846.00	Open	N 09/23/2021
		LEGAL SERVICES - GEN TWP		1,768.00			
		LEGAL		78.00			
14367 33137	PLERUS AV SUPPLIES 101-215-727.00	09/22/2021 MONICAK	09/22/2021	246.22	246.22	Open	N 09/23/2021
		OFFICE SUPPLIES		246.22			
511754 33138	FARM "N" GARDEN, INC. REPAIR FENCE - TENNIS COURTS 101-751-932.00	09/22/2021 MONICAK	09/22/2021	1,820.00	1,820.00	Open	N 09/23/2021
		REPAIRS - MAINT. GROUNDS		1,820.00			

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56956 33139	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-939.00	09/22/2021 MONICAK	09/22/2021	30.95	30.95	Open	N 09/23/2021
	MAINT. - VEHICLE			30.95			
56966 33140	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-747.00	09/22/2021 MONICAK	09/22/2021	24.99	24.99	Open	N 09/23/2021
	SMALL TOOLS & EQUIPMENT			24.99			
01983 33141	LOWE'S COMPANIES, INC. MISC SUPPLIES 101-265-740.00	09/22/2021 MONICAK	09/22/2021	26.64	26.64	Open	N 09/23/2021
	OPERATING SUPPLIES			26.64			
243695 33142	RIDGE COMPANY MISC SUPPLIES 101-265-939.00	09/22/2021 MONICAK	09/22/2021	69.20	69.20	Open	N 09/23/2021
	MAINT. - VEHICLE			69.20			
3334337 33143	EDWARDS INDUSTRIAL SALES, INC. MISC SUPPLIES 206-336-939.00	09/22/2021 MONICAK	09/22/2021	291.33	291.33	Open	N 09/23/2021
	MAINT. - VEHICLE			291.33			
S0015164 33144	EMERGENCY VEHICLE PRODUCTS PREV MAINT - 811 206-336-939.00	09/22/2021 MONICAK	09/22/2021	1,189.03	1,189.03	Open	N 09/23/2021
	MAINT. - VEHICLE			1,189.03			
934928-73 33145	MEEKHOF TIRE OF KALAMAZOO WHEEL CHANGES 206-336-939.00	09/22/2021 MONICAK	09/22/2021	221.00	221.00	Open	N 09/23/2021
	MAINT. - VEHICLE			221.00			
WK059054-1 33146	FERGUSON FACILITIES #3400 MISC SUPPLIES 206-336-740.00	09/22/2021 MONICAK	09/22/2021	532.44	532.44	Open	N 09/23/2021
	OPERATING SUPPLIES			532.44			
WK059054-2 33147	FERGUSON FACILITIES #3400 MISC SUPPLIES 206-336-931.00	09/22/2021 MONICAK	09/22/2021	866.16	866.16	Open	N 09/23/2021
	MAINT. - BUILDING			866.16			
3334057 33148	EDWARDS INDUSTRIAL SALES, INC. MISC SUPPLIES 206-336-939.00	09/22/2021 MONICAK	09/22/2021	219.72	219.72	Open	N 09/23/2021
	MAINT. - VEHICLE			219.72			

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INVOICE REGISTER REPORT FOR CHARTER TOWNSHP OF KALAMAZOO
 EXP CHECK RUN DATES 09/28/2021 - 09/28/2021
 BOTH JOURNALIZED AND UNJOURNALIZED
 OPEN

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
177994 33149	JONS TO GO WILSON PARK 101-751-740.00	09/22/2021 MONICAK	09/22/2021	105.00	105.00	Open	N 09/23/2021
		OPERATING SUPPLIES		105.00			
177993 33150	JONS TO GO STROUD PARK 101-751-740.00	09/22/2021 MONICAK	09/22/2021	105.00	105.00	Open	N 09/23/2021
		OPERATING SUPPLIES		105.00			
0010047576 33151	MLIVE MEDIA GROUP NOTICES 101-400-903.00	09/22/2021 MONICAK	09/22/2021	471.37	471.37	Open	N 09/23/2021
		NOTICES		471.37			
0010062709 33152	MLIVE MEDIA GROUP NOTICES 101-101-903.00	09/22/2021 MONICAK	09/22/2021	568.65	568.65	Open	N 09/23/2021
		NOTICE & PUBL.		568.65			
0010067262 33153	MLIVE MEDIA GROUP NOTICES 101-101-903.00	09/22/2021 MONICAK	09/22/2021	787.60	787.60	Open	N 09/23/2021
		NOTICE & PUBL.		787.60			
0010067265 33154	MLIVE MEDIA GROUP NOTICES 101-101-903.00	09/22/2021 MONICAK	09/22/2021	787.60	787.60	Open	N 09/23/2021
		NOTICE & PUBL.		787.60			
0010067267 33155	MLIVE MEDIA GROUP NOTICES 101-101-903.00	09/22/2021 MONICAK	09/22/2021	691.65	691.65	Open	N 09/23/2021
		NOTICE & PUBL.		691.65			
0010067270 33156	MLIVE MEDIA GROUP NOTICES 101-101-903.00	09/22/2021 MONICAK	09/22/2021	671.65	671.65	Open	N 09/23/2021
		NOTICE & PUBL.		671.65			
E2106584 33157	WITMER PUBLIC SAFETY HOODS 206-336-748.00	09/22/2021 MONICAK	09/22/2021	204.53	204.53	Open	N 09/23/2021
		PERSONAL EQUIPMENT ALLOWANCE		204.53			
21-904 33158	TACTRON, INC. NAME TAG SETS 206-336-740.00	09/22/2021 MONICAK	09/22/2021	73.69	73.69	Open	N 09/23/2021
		OPERATING SUPPLIES		73.69			

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
343017 33159	DALE W. HUBBARD, INC. DRAIN CLEANING - NW 206-336-811.00	09/22/2021 MONICAK	09/22/2021	221.95 221.95	221.95	Open	N 09/23/2021
		PURCHASED & MAINT. SERVICE					
S0015130 33160	EMERGENCY VEHICLE PRODUCTS PREV MAINT - 812 OLD/NEW 813 206-336-939.00	09/22/2021 MONICAK	09/22/2021	1,113.54 1,113.54	1,113.54	Open	N 09/23/2021
		MAINT. - VEHICLE					
56785 33161	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-931.00	09/22/2021 MONICAK	09/22/2021	93.25 93.25	93.25	Open	N 09/23/2021
		MAINT. - BUILDING					
8495 33162	BIO-CARE, INC. NEW HIRE PHYSICALS 206-336-914.00	09/22/2021 MONICAK	09/22/2021	4,969.00 4,969.00	4,969.00	Open	N 09/23/2021
		HEALTH MGMT					
091521 33163	NORTHSIDE MINISTERIAL ALLIANCE MEMBERSHIP - MITCHELL 101-175-732.00	09/22/2021 MONICAK	09/22/2021	100.00 100.00	100.00	Open	N 09/23/2021
		DUES/SUBS/PUBL					
63291 33164	PREIN & NEWHOF, INC. SITE PLAN REVIEW - BORGESS 101-400-820.00	09/22/2021 MONICAK	09/22/2021	157.00 157.00	157.00	Open	N 09/23/2021
		ENGINEERING SERVICES					
63334 33165	PREIN & NEWHOF, INC. SITE PLAN REVIEW - DOLLAR GENERAL 101-400-820.00	09/22/2021 MONICAK	09/22/2021	138.75 138.75	138.75	Open	N 09/23/2021
		ENGINEERING SERVICES					
63281 33166	PREIN & NEWHOF, INC. TEXEL LIFT STATION 883-520-820.00	09/22/2021 MONICAK	09/22/2021	387.50 387.50	387.50	Open	N 09/23/2021
		ENGINEERING FEES					
63313 33167	PREIN & NEWHOF, INC. NON-MOTORIZED IMPROVEMENTS 101-446-969.01	09/22/2021 MONICAK	09/22/2021	538.30 538.30	538.30	Open	N 09/23/2021
		SIDEWALK MAINTENANCE					
63278 33168	PREIN & NEWHOF, INC. CAPITAL IMPROVEMENT PROJECTS 883-520-820.00	09/22/2021 MONICAK	09/22/2021	517.00 517.00	517.00	Open	N 09/23/2021
		ENGINEERING FEES					

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Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
21-06-7 33169	KALAMAZOO AREA BUILDING AUTHORITY PROPERTY INSPECTIONS 101-310-811.00	09/22/2021 MONICAK PURCHASED SERVICE	09/22/2021	275.00 275.00	275.00	Open	N 09/23/2021
INV-12912 33170	PROFESSIONAL DEVELOPMENT LEADERSHIP ACADEMY - MITCHELL 101-175-862.00	09/22/2021 MONICAK TRAVEL - CONFERENCES	09/22/2021	2,495.00 2,495.00	2,495.00	Open	N 09/23/2021
090421 33171	BRONSON HEALTHCARE GROUP ACCT #700000115 207-301-914.00 101-200-914.00	09/22/2021 MONICAK HEALTH MGMT HEALTH MGMT	09/22/2021	530.40 410.40 120.00	530.40	Open	N 09/23/2021
2259606-0 33172	INTEGRITY BUSINESS SOLUTIONS, LLC OFFICE SUPPLIES 101-200-727.00	09/22/2021 MONICAK OFFICE SUPPLIES	09/22/2021	5.02 5.02	5.02	Open	N 09/23/2021
019184520 33173	GALLS, LLC UNIFORMS 206-336-748.00	09/22/2021 MONICAK PERSONAL EQUIPMENT ALLOWANCE	09/22/2021	504.49 504.49	504.49	Open	N 09/23/2021
56571 33174	MENARDS - KALAMAZOO EAST MISC SUPPLIES 206-336-931.00	09/22/2021 MONICAK MAINT. - BUILDING	09/22/2021	277.58 277.58	277.58	Open	N 09/23/2021
090621 33175	ACCIDENT FUND COMPANY INSTALLMENT #4 101-200-913.00 206-336-913.00 207-301-913.00 267-301-913.00	09/22/2021 MONICAK WORKER'S COMP. INSURANCE - WORKERS COMP WORKER'S COMP. WORKER'S COMP.	09/22/2021	38,935.50 1,556.93 14,012.35 23,353.90 12.32	38,935.50	Open	N 09/23/2021
# of Invoices:	72	# Due:	72	Totals:	75,475.44	75,475.44	
# of Credit Memos:	5	# Due:	5	Totals:	(2,021.89)	(2,021.89)	
Net of Invoices and Credit Memos:					73,453.55	73,453.55	

User: MONICAK

EXP CHECK RUN DATES 09/28/2021 - 09/28/2021

DB: Kalamazoo Twp

BOTH JOURNALIZED AND UNJOURNALIZED

OPEN

Inv Num Inv Ref#	Vendor Description GL Distribution	Inv Date Entered By	Due Date	Inv Amt	Amt Due	Status	Jrnlized Post Date
--- TOTALS BY FUND ---							
	101 - GENERAL			16,880.08	16,880.08		
	206 - FIRE			25,995.34	25,995.34		
	207 - POLICE			29,664.40	29,664.40		
	226 - RUBBISH COLLECTION FUND			909.67	909.67		
	267 - SWET			12.32	12.32		
	701 - TRUST & AGENCY			(912.76)	(912.76)		
	883 - SEWER IMPROVEMENT			904.50	904.50		
--- TOTALS BY DEPT/ACTIVITY ---							
	000 - REVENUES			(912.76)	(912.76)		
	101 - LEGISLATIVE			3,507.15	3,507.15		
	175 - MANAGER			2,595.00	2,595.00		
	200 - GENERAL SERVICES_ADMIN			3,525.45	3,525.45		
	215 - CLERK			246.22	246.22		
	265 - MAINTENANCE			95.84	95.84		
	301 - POLICE			29,676.72	29,676.72		
	310 - ENFORCEMENT (ORD, UNSAFE BDG			275.00	275.00		
	336 - FIRE			25,995.34	25,995.34		
	400 - PLANNING/ZONING			4,067.12	4,067.12		
	446 - INFRASTRUCTURE MAINTENANCE			538.30	538.30		
	520 - SEWER IMPROVEMENT			904.50	904.50		
	527 - RUBBISH COLLECTION/DISPOSAL			909.67	909.67		
	751 - RECREATION			2,030.00	2,030.00		



1720 Riverview Drive
Kalamazoo, MI 49004-1056
Tele: (269) 381-8080
Fax: (269) 381-3550
www.ktwp.org

AGENDA ITEM REQUEST FORM

AGENDA ITEM NO: 09272021 9A

FOR MEETING DATE: September 27, 2021

SUBJECT: Request to Approve 2022 KABA Budget

REQUESTING DEPARTMENT: Kalamazoo Area Building Authority (KABA)

SUGGESTED MOTION:

Financing Cost: NA

Source: General Fund _____ Grant _____ Other _____

Are these funds currently budgeted? Yes _____ No _____

Other comments or notes:

The KABA Board Members approved the 2022 Budget. The next step in the process, is to all have municipalities present to their Board for review & approval.

Submitted by: Dexter Mitchell, Township Manager

Manager's Recommendation: Support

Direction: In order for an item to be included in the agenda this form must be completed and signed by the department head, committee chairperson, etc. requesting board action. This form is to be complete and accompany any and all requests submitted to the Kalamazoo Township Board of Trustees for official action. It indicates that the item has received proper administrative consideration prior to its presentation to the Board. The completed form and supporting documentation must be received in the Manager's office NO LATER THAN NOON THE THURSDAY PRECEDING THE NEXT REGULAR BOARD MEETING. Any request presented without this form or after the deadline will be considered incomplete and returned for resubmission.

The mission of Kalamazoo Township is to provide government services that promote a safe, healthy, accessible, and economically viable community to live, work, learn and play.

KALAMAZOO AREA BUILDING AUTHORITY 2022 BUDGET

KABA Board Approved: 09/21/21

INCOME		
4010	BUILDING PERMITS	319,312.00
4015	SPECIAL PERMITS	8,121.00
2020	ELECTRICAL PERMITS	110,867.00
4030	MECHANICAL PERMITS	124,925.00
4040	PLUMBING PERMITS	58,409.00
4600	INVESTMENT INCOME	120.00
Subtotal Income		621,754.00
TOTAL INCOME		621,754.00
 EXPENSE		
6010	ADVERTISING & MARKETING	2,000.00
6200	BANK FEES	890.00
6450	DUES & SUBSCRIPTIONS	575.00
6501, 03, 05	PAYROLL - WAGES	251,292.60
6510	PAYROLL TAXES	19,693.90
6511	LIFE/AD&D/STD/LTD	4,457.52
6512	401(a)	15,392.19
6513	HEALTH INSURANCE	55,799.34
6700	GENERAL INSURANCE	13,069.03
6800	LEGAL FEES	12,000.00
6810	COMPUTER SUPPORT (EXTERNAL)	10,659.64
6820	ACCOUNTING SERVICES	13,839.00
7100	OFFICE EQUIPMENT	5,116.76
7110	OFFICE SUPPLIES	3,800.00
7115	POSTAGE	1,200.00
7125	COMPUTER (HARDWARE/SOFTWARE)	5,987.00
7130	RESOURCE MATERIALS	1,000.00
	MORTGAGE	19,200.00
7420	LAWN CARE/SNOW REMOVAL	2,484.00
7450	MAINTENANCE & REPAIRS - OFFICE	10,000.00
7500	UTILITIES	3,580.00
7550	TRASH REMOVAL	660.00
7600	SECURITY (OFFICE)	479.40
7610	TELEPHONE - OFFICE	7,320.00
7611	TELEPHONE - CELLULAR	1,800.00
7700	BUILDING BOARD OF APPEALS	375.00
7701	AT-LARGE/ALTERNATE BOARD MEMBER	1,200.00
7710	CONTRACTED BUILDING INSPECTOR	2,000.00
7711	CONTRACTED ELECTRICAL INSPECTOR	53,400.00
7712	CONTRACTED MECHANICAL INSPECTOR	45,600.00
7713	CONTRACTED PLUMBING INSPECTOR	31,200.00
7800	MILEAGE REIMBURSEMENT	12,740.00
7810	TRAINING EXPENSE	1,600.00
7920	CAPITAL OUTLAY	7,000.00
7999	MISC	2,000.00
TOTAL EXPENSE		619,410.38
NET POSITION		2,343.62

**KALAMAZOO AREA BUILDING AUTHORITY
BUDGET COMPARISON**

2022 to 2021

INCOME	2022	2021	Diff
4010 BUILDING PERMITS	319,312.00	310,725.00	8,587.00
4015 SPECIAL PERMITS	8,121.00	7,926.00	195.00
4020 ELECTRICAL PERMITS	110,867.00	110,867.00	-
4030 MECHANICAL PERMITS	124,925.00	116,004.00	8,921.00
4040 PLUMBING PERMITS	58,409.00	63,190.00	(4,781.00)
4600 INVESTMENT INCOME	120.00	120.00	-
Subtotal Income	621,754.00	608,832.00	12,922.00
RETAINED EARNINGS (as of 08/31)	192,377.72	126,519.75	65,857.97
TOTAL INCOME	814,131.72	735,351.75	78,779.97
EXPENSE			
6010 ADVERTISING & MARKETING	2,000.00	2,000.00	-
6200 BANK FEES	890.00	540.00	350.00
6450 DUES & SUBSCRIPTIONS	575.00	575.00	-
6501, 03, 05 PAYROLL - WAGES	251,292.60	234,046.80	17,245.80
6510 PAYROLL TAXES	19,693.90	18,374.59	1,319.31
6511 LIFE/AD&D/STD/LTD	4,457.52	4,457.52	(0.00)
6512 401(a)	15,392.19	14,357.44	1,034.75
6513 HEALTH INSURANCE	55,799.34	54,945.41	853.93
6700 GENERAL INSURANCE	13,069.03	12,433.00	636.03
6800 LEGAL FEES	12,000.00	20,000.00	(8,000.00)
6810 COMPUTER SUPPORT (EXTERNAL)	10,659.64	10,588.56	71.08
6820 ACCOUNTING SERVICES	13,839.00	12,582.00	1,257.00
7100 OFFICE EQUIPMENT	5,116.76	4,980.32	136.44
7110 OFFICE SUPPLIES	3,800.00	3,800.00	-
7115 POSTAGE	1,200.00	1,000.00	200.00
7125 COMPUTER (HARDWARE/SOFTWARE)	5,987.00	5,987.00	-
7130 RESOURCE MATERIALS	1,000.00	1,000.00	-
7400 RENT EXPENSE / MORTGAGE	19,200.00	19,200.00	-
7420 LAWN CARE/SNOW REMOVAL	2,484.00	2,484.00	-
7450 MAINTENANCE & REPAIRS - OFFICE	10,000.00	5,000.00	5,000.00
7500 UTILITIES	3,580.00	3,424.00	156.00
7550 TRASH REMOVAL	660.00	600.00	60.00
7600 SECURITY (OFFICE)	479.40	540.00	(60.60)
7610 TELEPHONE - OFFICE	7,320.00	7,320.00	-
7611 TELEPHONE - CELLULAR	1,800.00	1,800.00	-
7700 BUILDING BOARD OF APPEALS	375.00	375.00	-
7701 AT-LARGE/ALTERNATE BOARD MEMBER	1,200.00	1,200.00	-
7710 CONTRACTED BUILDING INSPECTOR	2,000.00	10,000.00	(8,000.00)
7711 CONTRACTED ELECTRICAL INSPECTOR	53,400.00	53,400.00	-
7712 CONTRACTED MECHANICAL INSPECTOR	45,600.00	45,600.00	-
7713 CONTRACTED PLUMBING INSPECTOR	31,200.00	31,200.00	-
7800 MILEAGE REIMBURSEMENT	12,740.00	12,740.00	-
7810 TRAINING EXPENSE	1,600.00	1,600.00	-
7920 CAPITAL OUTLAY	7,000.00	7,000.00	-
7999 MISC	2,000.00	2,000.00	-
TOTAL EXPENSE	619,410.38	607,150.64	12,259.74
NET POSITION	194,721.34	128,201.11	66,520.23

