

Charter Township of Marquette

2016 Budget

General Fund

CHARTER TOWNSHIP OF MARQUETTE
 2016 BUDGET
 GENERAL FUND - 101

ACCOUNT	DESCRIPTION	DEPT. REQUEST	MANAGER RECOM.	BOARD ADOPT
Revenues				
401.000.	Taxes	1,076,097	1,104,846	1,104,846
425.000.	PILT - Lost Creek	11,606	11,606	11,606
429.000.	Commercial Forest Act	2,197	2,197	2,197
431.000.	Submarginal Tax (Swamp)	5,533	5,533	5,533
444.000.	Summer Tax Reimb.	6,000	6,000	6,000
445.000.	Penalties/Interest on Taxes	4,500	4,500	4,500
447.000.	Property Tax Admin. Fee	81,096	81,096	81,096
450.000.	Licenses & Permits	5,500	5,500	5,500
574.000.	State Revenue Sharing	300,535	300,535	300,535
608.000.	Zoning Permits & Fees	5,000	5,000	5,000
626.000.	Charges for Services Rendered	4,000	4,000	4,000
651.000.	Community Center Use Fee	6,000	6,000	6,000
652.000.	Lions Field Users Fee	600	600	600
652.500.	Lions Field Donations	700	700	700
665.000.	Interest	750	750	750
672.000.	Other Revenue	5,500	5,500	5,500
677.000.	CATV Franchise Fee	41,500	41,500	41,500
698.000.	Bond Proceeds	329,081	329,081	329,081
699-206.	Transfer in - Fire	84,000	84,000	84,000
699.212.	Transfer in - Liquor	5,202	5,202	5,202
699.591.	Transfer in - Water	23,000	23,000	23,000
699.596.	Transfer in - Solid Waste	6,000	6,000	4,300
Total Revenues		2,004,397	2,033,146	2,031,446
Expenditures				
101.000 - Township Board				
703.000.	Salary-Elected Officials	15,200	15,200	15,200
715.000.	Social Security	1,163	1,163	1,163
720.000.	Workers Compensation	237	237	237
726.000.	Supplies	850	850	850
801.000.	Contracted Services	850	850	850
812.000.	Dues & Subscriptions	5,900	5,900	5,900
860.000.	Travel & Conference	6,900	6,900	6,900
900.000.	Printing & Publishing	1,000	1,000	1,000
955.000.	Miscellaneous	250	250	250
Total Township Board		32,350	32,350	32,350
105.000 - Professional Services				
801.000.	Contracted Services	15,000	15,000	15,000
803.000.	Attorney Services	125,000	125,000	125,000
805.000.	Engineer	15,000	15,000	15,000
806.000.	Accounting Services	4,800	4,800	4,800
Total Professional Services		159,800	159,800	159,800
171.000 - Supervisor				
703.000.	Salary-Elected Officials	14,000	14,000	14,000
715.000.	Social Security	1,071	1,071	1,071
720.000.	Workers Compensation	218	218	218
726.000.	Supplies	75	75	75
860.000.	Travel & Conference	1,950	1,950	1,950
Total Supervisor		17,314	17,314	17,314

CHARTER TOWNSHIP OF MARQUETTE
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ACCOUNT	DESCRIPTION	DEPT. REQUEST	MANAGER RECOM.	BOARD ADOPT
172.000 - Township Manager				
705.000.	Salary-Fulltime	108,024	108,024	109,572
715.000.	Social Security	8,264	8,264	8,383
716.000.	Hospitalization	530	530	530
718.000.	Pension	12,788	12,788	13,172
720.000.	Workers Compensation	345	345	345
726.000.	Supplies	75	75	75
850.000.	Phone	360	360	360
860.000.	Travel & Conference	1,925	1,925	1,925
930.000.	Repair & Maintenance	250	250	250
Total Township Manager		132,561	132,561	134,612
215.000 - Clerk				
703.000.	Salary-Elected Officials	13,000	13,000	13,000
704.000.	Salary-Appointed Officials	250	250	250
705.000.	Salary-Fulltime	60,848	60,848	61,557
708.000.	Overtime pay	1,000	1,000	1,000
715.000.	Social Security	5,726	5,726	5,780
716.000.	Hospitalization	900	900	900
718.000.	Pension	5,989	5,989	6,632
720.000.	Workers Compensation	242	242	242
726.000.	Supplies	1,000	1,000	1,000
810.000.	Computer Services	2,000	2,000	2,000
812.000.	Dues & Subscriptions	100	100	100
860.000.	Travel & Conference	1,500	1,500	1,500
861.000.	Education, Training	500	500	500
955.000.	Miscellaneous	100	100	100
Total Clerk		93,155	93,155	94,561
247.000 - Board of Review				
704.000.	Salary-Appointed Official	1,000	1,000	1,000
715.000.	Social Security	77	77	77
720.000.	Workers Compensation	16	16	16
900.000.	Printing & Publishing	100	100	100
955.000.	Miscellaneous	100	100	100
Total Board of Review		1,293	1,293	1,293
253.000 - Treasurer				
703.000.	Salary-Elected Officials	9,500	9,500	9,500
705.000.	Salary-Fulltime	18,366	18,366	18,684
715.000.	Social Security	2,132	2,132	2,156
716.000.	Hospitalization	1,323	1,323	1,338
718.000.	Pension	2,400	2,400	2,703
720.000.	Workers Compensation	203	203	203
726.000.	Supplies	500	500	500
810.000.	Computer Services	1,500	1,500	1,500
812.000.	Dues & Subscriptions	50	50	50
860.000.	Travel & Conference	2,000	2,000	2,000
900.000.	Printing & Publishing	100	100	100
955.000.	Miscellaneous	100	100	100
Total Treasurer		38,174	38,174	38,834

CHARTER TOWNSHIP OF MARQUETTE
 2016 BUDGET
 GENERAL FUND - 101

ACCOUNT	DESCRIPTION	DEPT. REQUEST	MANAGER RECOM	BOARD ADOPT
257.000 - Assessor				
705.000.	Salary-Fulltime	76,808	76,808	78,140
708.000.	Overtime Pay	8,250	8,250	8,250
715.000.	Social Security	6,506	6,506	6,609
716.000.	Hospitalization	6,332	6,332	6,397
718.000.	Pension	11,117	11,117	11,198
720.000.	Workers Compensation	275	275	275
726.000.	Supplies	1,700	1,700	1,700
801.000.	Contracted Services	1,100	1,100	1,100
810.000.	Computer Services	11,500	11,500	11,500
812.000.	Dues & Subscriptions	900	900	900
850.000.	Phone	1,000	1,000	1,000
860.000.	Travel & Conference	2,000	2,000	2,000
861.000.	Education, Training	2,000	2,000	2,000
930.000.	Repair & Maintenance	250	250	250
955.000.	Miscellaneous	100	100	100
	Total Assessor	129,838	129,838	131,419
262.000 - Elections				
704.000.	Salary-Appointed Officials	6,000	6,000	6,000
726.000.	Supplies	2,000	2,000	2,000
801.000.	Contracted Services	2,300	2,300	2,300
955.000.	Miscellaneous	1,700	1,700	1,700
	Total Elections	12,000	12,000	12,000
265.000 - Building & Grounds				
705.000.	Salary-Full Time	53,414	53,414	54,167
706.000.	Salary-Part Time	13,715	13,715	13,953
708.000.	Overtime Pay	5,500	5,500	5,500
715.000.	Social Security	5,556	5,556	5,650
716.000.	Hospitalization	3,867	3,867	3,892
718.000.	Pension	7,351	7,351	8,535
720.000.	Workers Compensation	4,312	4,312	4,312
726.000.	Supplies	12,500	12,500	12,500
750.000.	Uniforms	2,200	2,200	2,200
921.000.	Water Usage	1,450	1,450	1,450
923.000.	Electricity	8,500	8,500	8,500
924.000.	Natural Gas	8,500	8,500	8,500
926.000.	Sewer Usage	1,400	1,400	1,400
930.000.	Repairs & Maintenance	5,000	5,000	5,000
931.000.	Vehicle Expense	2,750	2,750	2,750
	Total Building & Grounds	136,015	136,015	138,309

CHARTER TOWNSHIP OF MARQUETTE
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 GENERAL FUND - 101

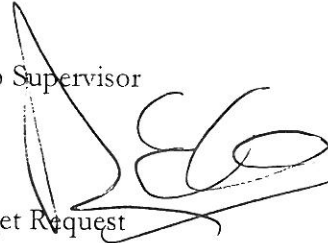
ACCOUNT	DESCRIPTION	DEPT. REQUEST	MANAGER RECOM.	BOARD ADOPT
299.000 - General Services Administration				
705.000.	Salary-Full Time	36,911	36,911	37,376
715.000.	Social Security	2,824	2,824	2,859
716.000.	Hospitalization	770	770	770
718.000.	Pension	3,661	3,661	4,056
720.000.	Workers Compensation	120	120	120
726.000.	Supplies	9,500	9,500	9,500
801.000.	Contracted Services	200	200	200
807.000.	Copier	6,000	6,000	6,000
810.000.	Computer Services	16,500	16,500	16,500
812.000.	Dues & Subscriptions	250	250	250
850.000.	Phone	7,500	7,500	7,500
900.000.	Printing & Publishing	1,250	1,250	1,250
931.000.	Vehicle Expense	2,500	2,500	2,500
930.000.	Repairs & Maintenance	750	750	750
940.000.	Rental	3,600	3,600	3,600
940.020.	Postage Meter Rental	1,650	1,650	1,650
940.030.	Postage	3,000	3,000	3,000
955.000.	Miscellaneous	4,500	4,500	4,500
955.010.	Misc. - Tax Tribunal	15,000	15,000	15,000
	Total General Services Admin.	116,486	116,486	117,381
301.000 - Law Enforcement				
801.000.	Contracted Services	197,834	197,834	197,834
	Total Law Enforcement	197,834	197,834	197,834
448.000 - Street Lighting				
923.000.	Electricity	22,296	22,296	22,296
930.000.	Repairs & Maintenance	1,500	1,500	1,500
	Total Street Lighting	23,796	23,796	23,796
450.000 - Street Signs				
732.000.	Street Signs	1,000	1,000	1000
	Total Street Signs	1,000	1,000	1,000
721.000 - Planning				
704.000.	Salary-Appointed Officials	5,865	5,865	5,865
705.000.	Salary-Full Time	92,081	92,081	93,684
708.000.	Salary-Overtime	6,250	6,250	6,250
715.000.	Social Security	7,971	7,971	8,094
716.000.	Hospitalization	7,575	7,575	7,658
718.000.	Pension	12,851	12,851	13,221
720.000.	Workers Compensation	1,340	1,340	1,340
726.000.	Supplies	3,000	3,000	3,000
801.000.	Contracted Services	3,000	5,000	5,000
803.000.	Attorney Services	5,000	5,000	5,000
812.000.	Dues & Subscriptions	1,300	1,300	1,300
850.000.	Phone	1,500	1,500	1,500
860.000.	Travel & Conference	4,000	4,000	4,000
900.000.	Printing & Publishing	2,500	2,500	2,500
930.000.	Repairs & Maintenance	500	500	500
955.000.	Miscellaneous	3,500	3,500	3,500
	Total Planning	158,233	160,233	162,412

CHARTER TOWNSHIP OF MARQUETTE
 2016 BUDGET
 GENERAL FUND - 101

ACCOUNT	DESCRIPTION	DEPT. REQUEST	MANAGER RECOM.	BOARD ADOPT
722.000 - Zoning Bd of Appeals				
704.000.	Salary-Appointed Officials	1,000	1,000	1,000
715.000.	Social Security	77	77	77
720.000.	Workers Compensation	16	16	16
900.000.	Printing & Publishing	250	250	250
Total Zoning Board of Appeals		1,343	1,343	1,343
756.000 - Recreation				
705.000.	Salary-Full Time	7,694	7,694	8,107
706.000.	Salary-Part Time	5,000	5,000	5,000
708.000.	Overtime Pay	500	500	500
715.000.	Social Security	1,009	1,009	1,020
716.000.	Hospitalization	1,138	1,138	1,131
718.000.	Pension	948	948	1,715
720.000.	Workers Compensation	993	993	993
726.000.	Supplies	2,600	2,600	2,600
729.000.	Supplies-Lions Field Upgrade	2,000	2,000	2,000
801.000.	Contracted Services	1,500	1,500	1,500
921.000.	Water Usage	3,000	3,000	3,000
923.000.	Electricity	2,000	2,000	2,000
924.000.	Natural Gas	1,500	1,500	1,500
926.000.	Sewer Usage	1,000	1,000	1,000
930.000.	Repairs & Maintenance	1,500	1,500	1,500
955.000.	Miscellaneous	250	250	250
Total Recreation		32,632	32,632	33,816
851.000 - Insurance & Bonds				
910.000.	Insurance	7,725	7,725	7,725
903.000 - Capital				
970.301.	Capital - Police Vehicle	37,472	37,472	37,472
Total Capital		37,472	37,472	37,472
905.000 - Debt Service				
991.033.	Principal Cornerstone Land	31,191	31,191	31,191
991.034.	Principal Comm Ctr/Fire Hall	109,263	109,263	109,263
991.035	Principal Twp. Facilities Land	7,625	7,625	7,625
991.180.	Principal Land Purchase	39,200	39,200	39,200
995.033.	Interest Cornerstone Land	1,316	1,316	1,316
995.034.	Interest Comm Ctr/Fire Hall	81,672	81,672	81,672
995.035.	Interest Twp. Facilities Land	5,828	5,828	5,828
995.180.	Interest Land Purchase	3,757	3,757	3,757
995.TWP.	Interest - Township	400	400	400
Total Debt Service		280,252	280,252	280,252
965.000 - Transfer Out				
999.246.	To Township Improvements	389,081	389,081	389,081
Total Transfer Out		389,081	389,081	389,081
966.000 - Appropriations				
880.000.	Community Promotion	13,500	13,500	13,500
882.000.	Mqt. Co. Soil Conservation	2,000	2,000	2,000
885.000.	Fourth of July Corporation	1,000	1,000	1,000
Total Appropriations		16,500	16,500	16,500
Total Expenditures		2,014,854	2,016,854	2,029,104
NET EFFECT		(10,457)	16,292	2,342

MEMORANDUM

TO: Dennis Liimatta, Township Supervisor
FROM: Randy Girard, Manager
SUBJECT: FY2016 Department Budget Request
"General Fund" Narrative



DATE: August 31, 2015

Transmitted is the Manager proposed FY2016 General Funds operating budget which is balanced; and provides for continuation of all Township general fund services at or beyond 2015 levels. Please note that as in the 2015 budget, the General Fund and Fire Fund tax revenue lines reflect a conservative estimate reflective of the revenue reduction expected due to continued Tax Tribunal challenges. The normal estimate, absent any Tax Tribunal issues, would approximate \$1,133,596.00 (best case) compared to the \$1,076,096.00 (worst case); I am presenting a mid-way position at \$1,104,846.00 for consideration. This presentation is intended to give the Board the potential parameters that tax revenues may take during budget deliberation. Interest accrual reflects an expected 0.3% return on invested funds.

The remainder of the budget lines reflect, wages and health insurance costs at 2015 levels with only in-range progression impact; exact base wage impacts will not be known until late October/November; however, preliminary indications at this time point to a potential 3 to 4% increase to health insurance. The proposed budget returns revenue over expenditures of between \$2,339.00 (worst case) and \$57,500.00 (best case) with \$16,292.00 presented; recommended to be applied to the outstanding principal of the Township Hall/Community Center loan. The following narrative formalizes my proposed General Fund operating budget; is provided for your information; and, supports the requested significant budget changes for each of the budget centers directly administered by the Township Manager in the General Fund which includes Statutory Offices; Liquor Law Enforcement; Township Improvements; Library; and, miscellaneous revenue and expense budgets. The narrative as follows provides a brief description of the recommended budgetary impact:

101 Township Board

860 Travel & Conference: \$3,450.00 estimated for 2 Board member attendees at MTA Educational Conference in Detroit; and 1 (one) local educational conference for each Board member.

105 Professional Services

801 Contracted Services: \$15,000.00 for professional services associated with continued improvement of the Lions Field Recreation Area, Safe Routes to School; and pedestrian safe US41 crossing.

- 803 Attorney Services: \$125,000.00 related to tax tribunal challenges; pending civil litigation; Board civil counsel services, representation on general and property maintenance enforcement activity.
- 805 Engineer: \$15,000.00 for continued design and engineering associated with recreation, motorized and non-motorized transit, pedestrian access, and complete streets/safe routes expansion.
- 806 Accounting Services: \$4,800.00 for FY2016 year-end financial audit; reflects scheduled amount which is spread to affected funds.

171 Supervisor

- 860 Travel & Conference: \$1,950.00 estimated for MTA Educational Conference, local educational conferences, and township business travel.

209 Assessor

- 705 Salary Full Time: Reflects Planning & Zoning Technician/MCAT to be spread 50% Planning & Zoning support and 50% Assessing support. Proposing no significant changes from 2015.

299 General Services Administration

- 955.01 Misc.-Tax Tribunal: \$15,000 to provide for appraisals and expert witness services related to anticipated additional tax tribunal challenges.

301 Law Enforcement

- 800 Contracted Services: Proposed contract cost increase to \$197,834 due to expected 3% Sheriff wage adjustment; service retained at 80 hours per week/4,160 hours per year; and continued \$1,000.00 allocation to UPSET.

400 Planning

- 705 Salary – Full Time: Reflects 1.0FTE Planning & Zoning Technician/MCAT allocated 50% Planning & Zoning support and 50% Assessing support. Proposing no significant changes from 2015.
- 955 Miscellaneous: \$3,500.00 continued allocation through the Planning Commission for grant match for the Recreation Committee to continue implementation of the Recreation Plan objectives.

903 Capital

- 299 Capital - Other: \$37,472 for scheduled replacement and equipping Sheriff patrol vehicle.

965 Transfers Fund

246 Township Improvements: \$389,081 transfer from General Fund; \$329,081 for Local Roads Rehabilitation millage allocation, \$30,000 for Safe Routes to School design/engineering, \$30,000 for Grove Street paved shoulder .

966 Appropriations

880 Community Promotion: \$13,500 allocated \$2,500.00 for community garden; \$3,000.00 for township beautification signage and plantings; and \$8,000.00 for Community Events Committee offerings and support activities.

882 Mqt. County Soil Conservation: \$2,000.00 for activities within Marquette Township.

885 Fourth of July Corporation: \$1,000.00 for 4th of July Fireworks Committee staffed by our Planner/Zoning Administrator.

The following commentary is provided to address departmental requests for the budgets not directly administered by the Township Manager. The individual department narratives are included at the indexed tabs.

Library Fund:

Library Services: Reflects anticipated millage reduction to \$199,643 predicated on taxable value loss due to Tax Tribunal challenges and settlements.

Public Works Department:

591 Water

642 Sales: Recommends the volume rate decrease from \$6.43/1,000 gallons to \$6.20/1,000 gallons. This recommendation is responsive to Ordinance requirements, and reflects declining demand.

590 Waste Water

642 Sales: Proposes the volume rate increase from \$12.40/1,000 gallons to \$12.79/1,000 gallons. This recommendation is responsive to Ordinance requirements, and reflects declining demand.

654 Debt Service Fee: Propose the current \$5.25/equivalent meter rate reduce to \$4.90/equivalent meter for past Wastewater Treatment Facility Improvements financing that will be retired in thirteen (13) years.

Fire/Rescue Department:

The Fire/Rescue Department budget request is being recommended as submitted. The major change from 2015 is the \$8,500.00 Capital purchase under Computer Equipment to equip vehicles with five (5) Toughbook computers, software, and installation.

Charter Township of Marquette

2016 Budget

Fire Fund

CHARTER TOWNSHIP OF MARQUETTE
 2016 BUDGET
 FIRE FUND - 206

ACCOUNT	DESCRIPTION	DEPT. MANAGER		BOARD
		REQUEST	RECOM.	ADOPT
Revenues				
401.000.	Taxes	548,469	548,469	548,469
425.000.	PILT	2,959	2,959	2,959
450.000.	License and Permits	800	800	800
626.000.	Charges for Services Rend.	8,700	8,700	8,700
653.000.	Parking Violations	200	200	200
653.500.	Burning Violations	100	100	100
665.000.	Interest	320	320	320
672.000.	Other Revenue	500	500	500
Total Revenues		562,048	562,048	562,048
Expenditures				
265.000 - Building & Grounds				
726.000.	Supplies	1,000	1,000	1,000
728.000.	Equipment Replacement	1,000	1,000	1,000
850.000.	Phone	1,000	1,000	1,000
910.000.	Insurance	3,000	3,000	3,000
921.000.	Water Usage	2,500	2,500	2,500
923.000.	Electricity	6,000	6,000	6,000
924.000.	Natural Gas	5,000	5,000	5,000
926.000.	Sewer Usage	500	500	500
930.000.	Repairs & Maintenance	1,000	1,000	1,000
Total Building & Grounds		21,000	21,000	21,000
337.000 - Administration				
704.000.	Salary-Appointed Officials	15,690	15,690	15,690
706.000.	Salary-Part Time	12,000	12,000	12,000
710.000.	Meeting & Training Pay	10,000	10,000	10,000
715.000.	Social Security	2,827	2,827	2,827
720.000.	Workers Compensation	3,769	3,769	3,769
726.000.	Supplies	3,000	3,000	3,000
728.000.	Equipment Replacement	2,000	2,000	2,000
750.000.	Uniforms	2,000	2,000	2,000
801.000.	Contracted Services	3,000	3,000	3,000
806.000.	Accounting Services	480	480	480
810.000.	Computer Services	3,000	3,000	3,000
812.000.	Dues & Subscriptions	800	800	800
850.000.	Phone	3,000	3,000	3,000
860.000.	Travel & Conference	4,500	4,500	4,500
861.000.	Education and Training	6,000	6,000	6,000
862.000.	Public Education	2,500	2,500	2,500
900.000.	Printing & Publishing	200	200	200
910.000.	Insurance	2,500	2,500	2,500
930.000.	Repairs & Maintenance	100	100	100
940.030.	Postage	100	100	100
955.000.	Miscellaneous	100	100	100
Total Administration-Fire		77,566	77,566	77,566

CHARTER TOWNSHIP OF MARQUETTE
 2016 BUDGET
 FIRE FUND - 206

ACCOUNT	DESCRIPTION	DEPT. MANAGER		BOARD
		REQUEST	RECOM	ADOPT
338.000 - Fire Marshall				
705.000.	Salary Full Time	122,517	124,125	124,125
715.000.	Social Security	9,373	9,495	9,495
716.000.	Hospitalization	1,590	1,590	1,590
718.000.	Pension	13,948	14,365	14,365
720.000.	Workers Compensation	12,239	12,239	12,239
Total Fire Marshall		159,667	161,814	161,814
339.000 - Firefighting				
706.000.	Salary Part Time	41,250	41,250	41,250
715.000.	Social Security	3,155	3,155	3,155
720.000.	Workers Compensation	4,120	4,120	4,120
726.000.	Supplies	4,000	4,000	4,000
726.300.	Supplies - EMS	1,500	1,500	1,500
728.000.	Equipment Replacement	3,000	3,000	3,000
801.000.	Contracted Services	6,000	6,000	6,000
910.000.	Insurance	1,255	1,255	1,255
930.000.	Repairs & Maintenance	4,000	4,000	4,000
940.010.	Public Fire Protection	80,000	80,000	80,000
Total Firefighting		148,280	148,280	148,280
340.000 - Vehicles				
726.000.	Supplies	500	500	500
728.000.	Equipment Replacement	2,000	2,000	2,000
801.000.	Contracted Services	2,500	2,500	2,500
850.000.	Phone	600	600	600
863.000.	Vehicle Gas	5,000	5,000	5,000
910.000.	Insurance	7,500	7,500	7,500
930.000.	Repairs & Maintenance	22,000	22,000	22,000
955.000.	Miscellaneous	100	100	100
Total Vehicles		40,200	40,200	40,200
903.000 - Capital				
970.228.	Computer Equipment	8,500	8,500	8500 (5) computers
Total Capital		8,500	8,500	8,500
965.000 - Transfer Out				
999.101	To General Fund	84,000	84,000	84,000
Total Transfer Out		84,000	84,000	84,000
Total Expenditures		539,213	541,360	541,360
NET EFFECT		22,835	20,688	20,688



MARQUETTE TOWNSHIP FIRE DEPARTMENT

2801 Venture Drive
Marquette, Michigan 49855
Ph | 906.228.4296
Fx | 906.228.4297
www.marquettetownship.org

MEMORANDUM

To: Township Board, Manager Girard
FROM: Ronald DeMarse – Fire Chief
DATE: 3 September 2015
SUBJECT: 2016 Budget Narrative- Fire Department

The mission the of the Marquette Township Fire Rescue is to minimize the exposure of the Charter Township of Marquette to the consequences of Fire, Medical and Environmental Emergencies through Prevention, Planning and Response.

We accomplish our mission by operating with a single goal in mind: Meeting the needs of the residents and community. How do we meet this goal?

- By providing a well trained staff capable of responding to any emergency 24 hours a day, 365 days a year.
- Ensuring safe and reliable apparatus/equipment that is always ready to respond.
- Having a energetic public safety program geared towards the anticipated audience whether that be school aged children, working aged adults or the elderly
- Believing in the best way to fight a fire is to prevent a fire. We provide and aggressive fire prevention and life safety program.

The Fire Rescue Department is a combination department with 30 Paid on-call employees, two of those 30 personnel are full time. The Fire Chief/Fire Marshal and the Fire Inspector/Firefighter. Although the anticipated duties of these two full time staff positions is fire prevention/education. The full time staff responds to emergencies, ensures equipment is prepared and ready, and provides and tracks firefighter training.

The 2016 Budget request is needed to accomplish the stated mission and goals while maintaining fiscal Responsibility.

If you have any questions or concerns, please contact me

RONALD DEMARSE, FIRE CHIEF
Marquette Township Fire Rescue

265 Building and Grounds

- 706 **Salary – Part Time -0- no change**
- 715 **Social Security -0- no change**
- 720 **Workers Compensation -0- no change**
- 726 **Supplies - \$1,000 – Decreased \$500**
fertilizer, cleaning supplies etc.
- 728 **Equipment replacement - \$1,000-filters, lights, sprinklers etc.**
- 850 **Phone - \$1,000 – no change**
- 910 **Insurance - \$3,000 – no change**
- 921 **Water - \$2,500 – no change**
- 923 **Electricity - \$6,000 – \$1,000 increase**
- 924 **Natural Gas - \$5,000, – no change**
- 926 **Sewer Usage - \$500 – no change**
- 930 **Repairs and maintenance - \$1,000- no change**
Fire Alarm System, back flow preventer and fire suppression system flow testing

337 Administration

- 704 **Salary Appointed Officials - \$15,690 – Decreased \$3,404**
This is because the Fire Chief and Fire Marshal Positions have been combined.
- 706 **Part Time Help - \$12,000**
This is pay for daytime station coverage during tournaments, deer season, public education events, and Vacation Fill Ins.
- 710 **Meeting and Training - \$10,000 – \$2,500 Increase**
More members, we are authorized up to 35 part paid staff, will focus on availability to staff vehicles for emergencies during weekdays.
- 715 **Social Security - \$2,827**
- 720 **Workers Compensation - \$3,769**
- 726 **Supplies - \$3,000 Office supplies – no change**
- 728 **Equipment Replacement - \$2,000 – No Change**
Laptop for the office
- 750 **Uniforms - \$2,000, no change**
Update and replace Uniforms for Paid/On Call Employees and Replace/Provide Uniforms for the Full time Employees per the Administrative Employees Association Agreement.
- 801 **Contracted Service - \$3,000 no change**
Employee shots and physicals, Annual Copier Service Contract

- 806 **Accounting Services - \$480**
- 810 **Computer Service - \$3,000**
 Service Contract for 906 Technologies
- 812 **Dues and Subscriptions - \$800**
 Michigan Fire Chiefs: \$75
 Marquette County Firefighters: \$50
 NFPA: \$100
 UP Firefighters Assoc: \$111
 Etc...
- 850 **Phone - \$3,000 – No Change**
- 860 **Travel and Conference \$4,500 - no change**
 MI Fire Chief,
 U.P. Fire Chief
 MI Fire Inspectors Conferences 2 employees Fall/Spring
 UP Firemen's Tournaments
 Training
- 861 **Education and Conference \$6,000 - no change**
 Firefighter Training,
 AED/Epi Pen/Narcan Recertification for EMS personnel,
 UPEMS Conference,
 MI Fire Inspectors Conferences 2 employees Fall/Spring
- 862 **Public Education – \$2,500 – \$1,000 increase**
 Fire prevention handouts at the schools and business in
 the township. On hand supplies are depleted
- 900 **Printing and Publishing - \$200 - \$50 increase**
 Mining Journal ads for employment and bids.
- 910 **Insurance - \$2,500**
- 930 **Repairs and Maintenance - \$100**
- 940 **Postage - \$100 for UPS decrease miscellaneous**
- 955 **Miscellaneous - \$100**

338 Fire Marshall

- 705 **Salary Full Time - \$122,550 increased by \$4,650 per Lois**
 This is the salary for the Fire Marshal/Fire Chief and the
 Fire Inspector
- 715 **Social Security - \$9,375 increased by \$35 per Lois**
- 716 **Hospitalization - \$1,590 per Lois**
- 718 **Pension - \$13,948 increase per Lois**
- 720 **Workers Compensation - \$12,239 increase per Lois**

339 Fire Fighting

- 706 **Salary Part Time - \$41,250 - No Change**
- 715 **Social Security - \$ 3,155**
- 720 **Workers Compensation - \$4,120**
- 726 **Supplies - \$4,000 no change**
Foam, gloves, Oil-dry, etc...
- 726-300 **Supplies-EMS - \$1500 new acct.**
Medical Supplies for EMS Response
- 728 **Equipment Replacement - \$3,000 no change**
5 pagers & Fire hose
- 801 **Contracted Services - \$6,000 increased by \$4,000**
This significant increase is due to the addition of a Hose testing contract, and the increased cost of the State of MI Radio license fee, Hurst Tool Inspection/Maintenance, and Ladder testing
- 910 **Insurance - \$1, 255. – No Change**
- 930 **Repairs and Maintenance - \$4,000**
This includes chain saw repairs, and required SCBA inspection/maintenance. It also covers repairs/maintenance for other Miscellaneous firefighting equipment, i.e. portable pumps
- 940 **Fire Protection \$80,000 no change**

340 Vehicles

- 726 **Supplies - \$500 no change**
This is for Oil, fluids, filters etc.
- 728 **Equipment Replacement - \$2,000 increased \$1,000**
This is for replacement lights (LED head lights) Hand Lanterns, Thermal Imager Batteries and other equipment.
- 801 **Contracted Services - \$2,500**
Required Annual Aerial Ladder
Required Annual pump testing
Required Annual DOT Inspections
- 850 **Phone - \$600 no change**
- 863 **Vehicle Gas - \$5,000**
Diesel Fuel and Gasoline for Vehicles
- 910 **Insurance - \$7,500 no change**
- 930 **Repairs and Maintenance - \$22,000 increased \$7,000**

Vehicles are getting older and 2178 has had several unforeseen issues that have put the vehicle out of service and/or firefighters in danger

955 **Miscellaneous - \$100**

903 Capital

970-228 **Computer Equipment – \$8,500**

Laptop computers for trucks

970-265 **Building & Grounds - \$0.00**

970-299 **Other - \$0.00**

970-339 **Firefighting - \$0.00**

970-340 **Vehicles - \$0.00**

965 Transfer Out

999.101 To General Fund-\$84,000

\$4,000 to the general fund and

\$80,000 building payment

The Fire Department's balance will go on the building loan.

Charter Township of Marquette

2016 Budget

Liquor Law Enforcement Fund

CHARTER TOWNSHIP OF MARQUETTE
 2016 BUDGET
 LIQUOR LAW ENFORCEMENT - 212

ACCOUNT	DESCRIPTION	DEPT. REQUEST	MANAGER RECOM	BOARD ADOPT
Revenues				
453.000.	Liquor License Fee	5,200	5,200	5,200
665.000.	Interest	2	2	2
	Total Revenues	5,202	5,202	5,202
Expenditures				
965.000.	Transfer Out			
999.101.	To General Fund	5,202	5,202	5,202
	Total Transfer out	5,202	5,202	5,202
	Total Expenditures	5,202	5,202	5,202
	NET EFFECT	0	0	0

Charter Township of Marquette

2016 Budget

Township Improvements Fund

CHARTER TOWNSHIP OF MARQUETTE
 2016 BUDGET
 TOWNSHIP IMPROVEMENTS - 246

ACCOUNT	DESCRIPTION	DEPT. REQUEST	MANAGER RECOMMEND	BOARD ADOPT	
Revenues					
665.000.	Interest	200	200	200	
699.101.	Transfer in From General	389,081	389,081	389,081	
	Total Revenues	<u>389,281</u>	<u>389,281</u>	<u>389,281</u>	
Expenditures					
442.000 -	Road Improvements				
881.500.	Road Improve. Millage	389,281	389,281	389,281	329,081 millage; 30K SRTS D&E; 30K Grove shoulder
	Total Road Improvements	<u>389,281</u>	<u>389,281</u>	<u>389,281</u>	
	Total Expenditures	<u>389,281</u>	<u>389,281</u>	<u>389,281</u>	
	NET EFFECT	<u>0</u>	<u>0</u>	<u>0</u>	

Charter Township of Marquette

2016 Budget

Library Fund

CHARTER TOWNSHIP OF MARQUETTE
 2016 BUDGET
 LIBRARY FUND - 271

ACCOUNT	DESCRIPTION	DEPT. REQUEST	MANAGER RECOMMEND	BOARD ADOPT
Revenues				
401.000.	Taxes	198,787	198,787	198,787
425.000.	PILT	579	579	579
429.000.	Commercial Forest Act	277	277	277
Total Revenues		199,643	199,643	199,643
Expenditures				
790.000 -	Library Services			
870.000.	Library Services	199,643	199,643	199,643
Total Library Services		199,643	199,643	199,643
Total Expenditures		199,643	199,643	199,643
NET EFFECT		0	0	0

Charter Township of Marquette

2016 Budget

Stormwater Fund

CHARTER TOWNSHIP OF MARQUETTE
 2016 BUDGET
 STORMWATER - 555

ACCOUNT	DESCRIPTION	DEPT. REQUEST	MANAGER RECOMMEND	BOARD ADOPT
Revenues				
450.000.	Permits	1,500	1,500	1,500
665.000.	Interest	200	200	200
Total Revenues		1,700	1,700	1,700
Expenditures				
558.000 - Administration				
801.000.	Contracted Services			
860.000.	Travel & Conference			
Total Expenditures		0	0	0
NET EFFECT		1,700	1,700	1,700

Date: August 3, 2015
To: Dennis Liimatta, Township Supervisor
From: Kirk Page, Superintendent of Public Works
Re: 2016 Stormwater Budget

The Stormwater Fund was developed to provide funding for the planning and implementation of environmental initiatives related to stormwater. The fund was started in 2004, with the majority of revenue coming from transfers in from the Wastewater Fund and interest revenue. The transfers ended in 2009.

Attached is the budget for the stormwater fund. Development of a stormwater management ordinance, as recommended in the 2003 Ayres, Lewis, Norris & May, Inc. analysis of five high-growth watersheds within Marquette Township, but outside established drain districts, was completed in 2015.

The purposes of the Stormwater Management Ordinance are to protect public health, safety and welfare by requiring stormwater management whenever new, expanded or modified developments are proposed, to minimize siltation, pollution and stream bank erosion, to reduce the need for future remedial projects, to ensure that, if wetlands, not regulated by the MDEQ, are to be used for stormwater detention, the natural functions and quality of the affected wetlands throughout the Township are maintained, to ensure that all stormwater conveyance and detention facilities will be properly maintained, to avoid water resource degradation by reducing and/or preventing the adverse hydrologic effects of stormwater runoff, and to protect environmental quality by requiring soil erosion and sedimentation control (SESC) measures for ground disturbing activities, including those ground disturbing activities that do not meet permitting requirements of Part 91 of the Natural Resources and Environmental Protection Act of 1994, MCL 324.9101, et seq., as amended.

The Ordinance requires any development that constructs stormwater management facilities to obtain a construction permit from the Township, submit a long term maintenance plan, and dedicate easements to the Township.

The permit application fee is \$500. All review, inspection, and enforcement costs are borne by the applicant.

Charter Township of Marquette

2016 Budget

Wastewater Fund

CHARTER TOWNSHIP OF MARQUETTE
 2016 BUDGET
 WASTEWATER - 590

ACCOUNT	DESCRIPTION	DEPT. REQUEST	MANAGER RECOM	BOARD ADOPT
Revenues				
450.000.	Licenses & Permits	3,000	3,000	3,000
451.000.	Connection Permits	60,000	60,000	60,000
642.000.	Sales	970,459	970,459	970,238
654.000.	Debt Service Fee	91,512	91,512	91,512
655.000.	Fines & Forfeits	8,000	8,000	8,000
665.000.	Interest	3,370	3,370	3,370
665.023.	Int-Vandenboom Sewer	175	175	175
665.024.	Interest - NW Trow. Park	2,700	2,700	2,700
665.025.	Int-East Ave. Sewer	100	100	100
672.000.	Other Revenue	400	400	400
676.000.	Reimbursements	5,000	5,000	5,000
Total Revenues		1,144,716	1,144,716	1,144,495
Expenditures				
558.000 - Administration				
705.000.	Salary Fulltime	38,035	38,035	38,529
715.000.	Employer's Social Security	2,910	2,910	2,947
716.000.	Hospitalization	180	180	180
718.000.	Pension	4,329	4,329	4,459
720.000.	Worker's Compensation	121	121	121
726.000.	Supplies	700	700	700
801.000.	Contracted Services	19,000	19,000	19,000
806.000.	Accounting Services	1,920	1,920	1,920
812.000.	Membership Dues & Sub.	500	500	500
830.000.	Fees	600	600	600
850.000.	Phone	2,700	2,700	2,700
860.000.	Travel & Conference	500	500	500
861.000.	Education, Training	600	600	600
900.000.	Printing & Publishing	400	400	400
910.000.	Insurance	2,000	2,000	2,000
930.000.	Repair & Maintenance	100	100	100
940.030.	Postage	2,555	2,555	2,555
955.000.	Miscellaneous	1,000	1,000	1,000
961.000.	Employee Safety Expense	350	350	350
Total Administration		78,500	78,500	79,161
560.000 - Customer Accounts				
705.000.	Salary Full Time	14,963	14,963	15,154
708.000.	Overtime Pay	100	100	100
715.000.	Employer's Social Security	1,145	1,145	1,160
716.000.	Hospitalization	284	284	284
718.000.	Pension	1,488	1,488	1,648
720.000.	Worker's Compensation	48	48	48
726.000.	Supplies	900	900	900
Total Customer Accounts		18,928	18,928	19,294

CHARTER TOWNSHIP OF MARQUETTE
 2016 BUDGET
 WASTEWATER - 590

ACCOUNT	DESCRIPTION	DEPT. REQUEST	MANAGER RECOM	BOARD ADOPT
574.000 - Debt Service				
995.024	Interest - PW Facility	16,397	16,397	16,397
	Total Debt Service	16,397	16,397	16,397
575 - Sewer System Salaries				
705.000.	Salary-Fulltime	140,676	140,676	143,632
706.000.	Salary Part Time	4,115	4,115	4,230
707.000.	Stand By Pay	6,722	6,722	6,839
708.000.	Overtime Pay	9,000	9,000	9,000
715.000.	Employer's Social Security	12,279	12,279	12,524
716.000.	Hospitalization	47,035	47,035	40,489
718.000.	Pension	18,614	18,614	20,479
720.000.	Workers Compensation	9,903	9,903	9,903
	Total Sewer System Sal.	248,344	248,344	247,096
576.000 - WW Collection				
726.000.	Supplies	400	400	400
801.000.	Contracted Services	900	900	900
930.000.	Repair & Maintenance	7,000	7,000	7,000
	Total WW Collection	8,300	8,300	8,300
577.000 - WW Meter/Interceptor				
726.000.	Supplies	100	100	100
801.000.	Contracted Services	100	100	100
923.000.	Electricity	350	350	350
930.000.	Repairs & Maintenance	400	400	400
	Total WW Meter/Inter.	950	950	950
578.000 - General Service				
726.000.	Supplies	4,000	4,000	4,000
750.000.	Uniforms	2,750	2,750	2,750
863.000.	Vehicle Gas	8,000	8,000	8,000
910.000.	Insurance	1,650	1,650	1,650
930.000.	Repair & Maintenance	5,000	5,000	5,000
940.000.	Rental	1,000	1,000	1,000
955.000.	Miscellaneous	50	50	50
961.000.	Employee Safety Expense	500	500	500
	Total General Service	22,950	22,950	22,950
579.000 - WW Treatment Plant				
910.000.	Insurance	3,500	3,500	3,500
922.000.	Sewer Plant - Flow Cost	146,518	146,518	146,518
925.000.	Sewer Plant - Demand Cost	38,496	38,496	38,496
927.000.	Sewer Plant - Upgrade	91,512	91,512	91,512
	Total WW Treatment Plant	280,026	280,026	280,026

CHARTER TOWNSHIP OF MARQUETTE
 2016 BUDGET
 WASTEWATER - 590

ACCOUNT	DESCRIPTION	DEPT. REQUEST	MANAGER RECOM	BOARD ADOPT
580.000 - Garage				
726.000.	Supplies	250	250	250
801.000.	Contracted Services	400	400	400
850.000.	Phone	1,800	1,800	1,800
921.000.	Water Usage	600	600	600
923.000.	Electricity	5,400	5,400	5,400
924.000.	Natural Gas	5,800	5,800	5,800
926.000.	Sewer Usage	700	700	700
930.000.	Repair & Maintenance	700	700	700
Total Garage		15,650	15,650	15,650
582.000 - Liftstations				
726.000.	Supplies	2,500	2,500	2,500
801.000.	Contracted Services	2,700	2,700	2,700
923.000.	Electricity	14,000	14,000	14,000
924.000.	Natural gas	850	850	850
930.000.	Repair & Maintenance	1,500	1,500	1,500
Total Liftstations		21,550	21,550	21,550
583.000 - Grinder Pumps				
726.000.	Supplies	1,400	1,400	1,400
930.000.	Repair & Maintenance	14,000	14,000	14,000
Total Grinder Pumps		15,400	15,400	15,400
584.000 - Tools & Equipment				
726.000.	Supplies	2,000	2,000	2,000
930.000.	Repair & Maintenance	300	300	300
Total Tools & Equipment		2,300	2,300	2,300
586.000 - WW Services, Laterals				
726.000.	Supplies	700	700	700
930.000.	Repair & Maintenance	5,000	5,000	5,000
Total WW Services/Later.		5,700	5,700	5,700
890.000 - Contingency				
955.000.	Miscellaneous	56,638	56,638	56,638
891.000 - Replacement & Improvement				
955.000.	Miscellaneous	353,083	353,083	353,083
Total Expenditures		1,144,716	1,144,716	1,144,495
NET EFFECT		0	0	0

Date: August 4, 2015
To: Dennis Liimatta, Township Supervisor
From: Kirk Page, Superintendent of Public Works
Re: 2016 Wastewater Budget

The following narrative is provided for the 590 Wastewater Fund.

The Wastewater Fund includes all of the revenue and expenses associated with the collection and treatment of wastewater. The Township owns 10% of the Wastewater Treatment Plant in partnership with the City of Marquette and Chocolay Township.

542 Revenues

450 Licenses & Permits	Construction permits. New main construction by developers is declining.
451 Connection Permits	Wastewater connection permits, with pre-paid tap, and without pre-paid tap. Also expansion/change charge.
626 Charges For Services Rendered Turn-On/ Shut-Off	Not normally charged unless the grinder pump is shut off and removed for storage.
642 Sales	Usage charges to customers. Current rate is \$12.40/Kgal. Propose increase to \$12.79/KGal. Current monthly base ranges from \$9.00 per month to \$990.00 per month.
654 Debt Service Fee	\$6.00 per month charge to customers connected to the Trowbridge Sewer System has been eliminated. It was replaced by a \$7.00 per month per equivalent meter

debt service charge to all sewer customers to pay for the Marquette Area Wastewater Treatment Facility Improvements project and was reduced to \$6.00 per month in 2009 and \$5.50 per equivalent meter in 2011 and \$5.25 per equivalent meter in 2012. Recommend reduction to \$4.90 per equivalent meter. Loan will be paid off in thirteen years.

- 655 Fines and Forfeits Varies.
- 665 Interest-Non Restricted Projection by Deputy Treasurer and Accountant.
- 665 Interest Restricted-
MAWWTF Projection by Deputy Treasurer and Accountant.
- 672 Other Revenue Miscellaneous items not classified elsewhere.
- 676 Reimbursements Reimbursements for services provided by the Public Works Department, such as purchasing and installing grinder extensions.

Expenditures

558 Administration

- 705 Salary-Full time 45% of salary for Superintendent of Public Works.
- 715-720 Employee Benefits 45% of benefits of Superintendent.
- 726 Supplies Regular office, computer, and operating supplies.
- 801 Contracted Services Attorney, engineering, software support, and other contracted and professional services. We are in the process of adding automatic meter reading and asset management/operations and maintenance software licensing and support.

812	Membership Dues & Subscription	Water Environment Association (wastewater).
850	Phone	Historical.
860	Travel & Conference	All expenses, including travel, related to education and training for Superintendent, six Service Workers, Accounts Clerk, Well Operator, Service Worker/Crew Leader.
861	Education & Training	
900	Printing & Publishing	Publishing ads, notices, and ordinances.
910	Insurance	Anticipated increase based on past history.
930	Repairs & Maintenance	Historical.

560 Customer Accounts

705	Salary Full Time	35% of salary of Accounts Clerk.
715-720	Employee Benefits	35% of benefits of Accounts Clerk.

571 Customer Meters

930	Repair & Maintenance	This activity is for customer well meters and lawn meters.
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574 Debt Service

995-998	Trowbridge Sewer Bond Payment & Paying Agent Fees. PW Facility.	Bond paid off. Added new Public Works Facility.
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575 Sewer System Salaries

We have added one full time five day work week Service Worker position. We last added staff in 2007.

705	Salary-Full time	50% of salary for 6 Service Workers, 1 Service Worker/Crew Leader.
706	Salary-Part time	Part of salary of 1 Buildings & Grounds Worker.

707	Stand-by Pay	Labor agreement. Compensation for being on call to respond to emergencies after normal hours. One person per week.
708	Overtime pay	6 Service Workers and 1 Service Worker/Crew Leader.
715-720	Employee Benefits	50% of benefits for 5 fulltime Service Workers and 1 full time Service Worker/Crew Leader, plus part of benefits of 1 Buildings & Grounds Worker.

576 Wastewater Collection System

Expenses related to gravity and pressure sanitary mains, manholes, cleanouts, air relief valves, and shutoff valves. These expenses rise as the system ages. We need to do some additional relining of the original US 41 sanitary main.

577 Wastewater Meter/Interceptor

Expenses related to the operation and maintenance of our master sewer metering station and interceptor, which runs from our metering station to the wastewater treatment plant. Just over \$62,000 in repairs were made in 2011. Approximately \$93,000 in repairs and reconstruction are still not completed.

578 General Service

50% of expenses related to vehicles and multipurpose tools and equipment.

726	Supplies	General supplies that are not specifically for water or wastewater.
808	Range	Eliminated.
863	Vehicle Gas	50% of fuel for vehicles and multipurpose equipment.
910	Insurance	Anticipated increase based on past history.
930	Repairs & Maintenance	50% of repair and maintenance expense for vehicles and multipurpose equipment.
961	Employee Safety Expense	Historical.

579 Wastewater Treatment Plant

10% of debt service and capital outlay for the treatment plant. Actual cost of treatment services based on metered flow, which is approximately 9.12% of total flow. Based on adopted plant budget recommended by Advisory Board. Construction is complete on a plant replacement. Our use has declined significantly but may be stabilizing because of sewer extension projects. A new expense line item has been added for debt service on the new plant.

580 Garage

50% of expenses related to operation and maintenance of the Public Works Facility. Vehicles, portable equipment, tools, water and sewer system supplies, grinder pump repair shop, meter shop, street signs, offices, and meeting/training room are housed in this building.

582 Liftstations

Actual cost to operate five sewage lift stations. Replacements and improvements to three sanitary lift stations were constructed in 2009 including replacement of isolation and check valves, replacement of pumps, replacement of process piping, installation of bypass piping, replacement of station covers, installation of new odor control equipment, replacement of automatic transfer switches, replacement of wet well floats, installation of remote radio data collection, alarms and station control equipment, and installation of emergency backup electrical generator. A new lift station was added in 2010 and another in 2012.

583 Grinder Pumps

Actual cost to repair and maintain approximately 300 grinder pumps. Repairs are performed in our own shop. Costs are rising as the number and age of the pumps increase.

584 Tools-Equipment

Expenses related to tools and equipment used only for sewer maintenance, such as jetter, vactor, and trailer mounted bypass pump.

585 Wastewater Services, Laterals

Expenses related to repair and maintenance of approximately 300 grinder station laterals and valves.

890 Contingency

5% for emergencies and unanticipated expenses.

891 Replacement & Improvement

Replacement and improvements to the wastewater system per the attached schedules. \$231,683 is for annual replacement costs. \$121,400 is for annual improvements costs. Approximately \$93,000 is still needed for interceptor repairs and replacement after spending just over \$62,000 for repairs in 2011. The original mains on U.S. 41 need rehabilitation. A generator with automatic transfer switch and an odor control system need to be installed at the Center St. lift station. We are constructing sanitary main extensions in Trowbridge Park, Brookton Rd., S. Vandeenboom and Grandview Circle. A radio read automatic meter reading system costs \$207,000 and will be split with the water system. The annualized cost of the short term and long term improvements is \$353,083.

965 Transfer Out

999.101 Transfer To General Fund Transfer to General Fund for services provided to the Wastewater Fund. Recommend \$0.

Charter Township of Marquette

2016 Budget

Water Fund

CHARTER TOWNSHIP OF MARQUETTE
 2016 BUDGET
 WATER FUND - 591

ACCOUNT	DESCRIPTION	DEPT. REQUEST	MANAGER RECOM	BOARD ADOPT
Revenues				
450.000.	Licenses & Permits	3,000	3,000	3,000
451.000.	Connection Permits	40,000	40,000	40,000
626.000.	Charges for Services Rend.	4,000	4,000	4,000
642.000.	Sales	679,383	679,383	697,839
648.000.	Private Fire Protection	23,952	23,952	23,952
648.010.	Public Fire Protection	80,000	80,000	80,000
654.000.	Debt Service Fee	280,325	280,325	280,325
655.000.	Fines & Forfeits	7,000	7,000	7,000
665.000.	Interest	1,140	1,140	1,140
665.020.	Interest - Grandview	1,970	1,970	1,970
665.025.	Interest - East Avenue Conn	40	40	40
672.000.	Other Revenue	21,244	21,244	21,244
672.020.	Special Assessments	3,833	3,833	3,833
676.000.	Reimbursements	5,000	5,000	5,000
Total Revenues		1,150,887	1,150,887	1,169,343
Expenditures				
558.000 - Administration				
705.000.	Salary Fulltime	38,035	38,035	38,530
715.000.	Employer's Social Security	2,910	2,910	2,948
716.000.	Hospitalization	180	180	180
718.000.	Pension	4,329	4,329	4,458
720.000.	Worker's Compensation	121	121	122
726.000.	Supplies	800	800	800
801.000.	Contracted Services	50,000	50,000	50,000
806.000.	Accounting Services	1,920	1,920	1,920
812.000.	Membership Dues & Sub.	1,000	1,000	1,000
830.000.	Fees	2,000	2,000	2,000
850.000.	Phone	3,200	3,200	3,200
860.000.	Travel & Conference	1,500	1,500	1,500
861.000.	Education, Training	1,500	1,500	1,500
900.000.	Printing & Publishing	1,700	1,700	1,700
910.000.	Insurance	2,100	2,100	2,100
930.000.	Repair & Maintenance	250	250	250
940.030.	Postage	3,300	3,300	3,300
955.000.	Miscellaneous	1,000	1,000	1,000
961.000.	Employee Safety Expense	500	500	500
965.000.	Interest Paid - Deposits	400	400	400
Total Administration		116,745	116,745	117,408
560.000 - Customer Accounts				
705.000.	Salary Full Time	14,963	14,963	15,154
708.000.	Overtime Pay	50	50	50
715.000.	Employer's Social Security	1,145	1,145	1,160
716.000.	Hospitalization	284	284	284
718.000.	Pension	1,488	1,488	1,648
710.000.	Worker's Compensation	48	48	48
726.000.	Supplies	1,100	1,100	1,100
Total Customer Accounts		19,078	19,078	19,444

CHARTER TOWNSHIP OF MARQUETTE
 2016 BUDGET
 WATER FUND - 591

ACCOUNT	DESCRIPTION	DEPT. REQUEST	MANAGER RECOM.	BOARD ADOPT
566.00 - Master Meter				
726.000.	Supplies	100	100	100
801.000.	Contracted Services	1,000	1,000	1,000
930.000.	Repair & Maintenance	250	250	250
	Total Master Meter	1,350	1,350	1,350
567.C00 - Water Reservoir - Cox				
726.000.	Supplies	150	150	150
801.000.	Contracted Services	500	500	500
930.000.	Repair & Maintenance	1,000	1,000	1,000
	Total Water Res. Cox	1,650	1,650	1,650
567.CR0 - Water Reservoir - C. Ridge				
726.000.	Supplies	100	100	100
801.000.	Contracted Services	500	500	500
923.000.	Electricity	600	600	600
930.000.	Repair & Maintenance	4,300	4,300	4,300
	Total Water Res. C.Ridge	5,500	5,500	5,500
567.N00 - Water Reservoir - Northw.				
726.000.	Supplies	100	100	100
801.000.	Contracted Services	500	500	500
	Total Water Res. Northw.	600	600	600
568.000 - Water System Salaries				
705.000.	Salary-Fulltime	140,678	140,678	143,632
706.000.	Salary Part Time	4,114	4,114	4,230
707.000.	Stand By Pay	6,722	6,722	6,840
708.000.	Overtime Pay	9,000	9,000	9,000
715.000.	Employer's Social Security	12,281	12,281	12,524
716.000.	Hospitalization	47,035	47,035	40,489
718.000.	Pension	18,614	18,614	20,478
720.000.	Workers Compensation	9,905	9,905	9,905
	Total Water Sys. Salaries	248,349	248,349	247,098
569.C00 - Water Pumping Station - Cox				
726.000.	Supplies	300	300	300
801.000.	Contracted Services	500	500	500
921.000.	Water Usage	350	350	350
923.000.	Electricity	1,000	1,000	1,000
924.000.	Natural Gas	1,800	1,800	1,800
926.000.	Sewer Usage	400	400	400
930.000.	Repair & Maintenance	300	300	300
	Total Water Pump Sta.Cox	4,650	4,650	4,650
569.N00 - Water Pump Station - North.				
726.000.	Supplies	100	100	100
801.000.	Contracted Services	500	500	500
923.000.	Electricity	1,200	1,200	1,200
924.000.	Natural Gas	2,200	2,200	2,200
	Total Water Pump North.	4,000	4,000	4,000

CHARTER TOWNSHIP OF MARQUETTE
 2016 BUDGET
 WATER FUND - 591

ACCOUNT	DESCRIPTION	DEPT. REQUEST	MANAGER RECOM.	BOARD ADOPT
569.W00 - Water Pumping Station - Well				
705.000.	Salary-Fulltime	55,229	55,229	56,028
707.000.	Standby Pay	2,444	2,444	2,487
708.000.	Overtime Pay	3,000	3,000	3,000
715.000.	Social Security	4,641	4,641	4,706
716.000.	Hospitalization	900	900	900
718.000.	Pension	7,020	7,020	7,191
720.000.	Workers Compensation	3,743	3,743	3,743
726.000.	Supplies	1,000	1,000	1,000
726.500.	Chemicals	3,100	3,100	3,100
801.000.	Contracted Services	1,100	1,100	1,100
923.000.	Electricity	21,000	21,000	21,000
924.500.	Diesel Fuel	500	500	500
930.000.	Repair & Maintenance	2,000	2,000	2,000
940.000.	Rental	250	250	250
955.000.	Miscellaneous	50	50	50
961.000.	Employee Safety Expense	100	100	100
	Total Water Pump Station	106,077	106,077	107,155
570 - T & D Mains				
726.000.	Supplies	100	100	100
801.000.	Contracted Services	800	800	800
921.000.	Water Usage	100,000	100,000	100,000
930.000.	Repair & Maintenance	5,000	5,000	5,000
	Total T&D Mains	105,900	105,900	105,900
571.000 - Customer Meters				
726.000.	Supplies	2,500	2,500	2,500
930.000.	Repair & Maintenance	4,000	4,000	4,000
	Total Customer Meters	6,500	6,500	6,500
572.000 - T & D Services				
726.000.	Supplies	1,000	1,000	1,000
930.000.	Repair & Maintenance	5,000	5,000	5,000
	Total T & D Services	6,000	6,000	6,000
573.000 - Hydrants				
726.000.	Supplies	600	600	600
930.000.	Repair & Maintenance	5,000	5,000	5,000
	Total Hydrants	5,600	5,600	5,600
574.000 - Debt Service				
995.020.	Interest - DWRF	52,913	52,913	52,913
995.022.	Interest - Grandview Circle	4,785	4,785	4,785
995.023.	Interest - Harglo Settlement	3,720	3,720	3,720
995.024.	Interest - PW Facility	16,398	16,398	16,398
995.180.	Interest - Land Purchase	3,848	3,848	3,848
		81,664	81,664	81,664

CHARTER TOWNSHIP OF MARQUETTE
 2016 BUDGET
 WATER FUND - 591

ACCOUNT	DESCRIPTION	DEPT. REQUEST	MANAGER RECOM.	BOARD ADOPT
578.000 - General Service				
726.000.	Supplies	4,000	4,000	4,000
750.000.	Uniforms	2,750	2,750	2,750
863.000.	Vehicle Gas	8,000	8,000	8,000
910.000.	Insurance	1,650	1,650	1,650
930.000.	Repair & Maintenance	5,000	5,000	5,000
940.000.	Rental	1,000	1,000	1,000
955.000.	Miscellaneous	50	50	50
961.000.	Employee Safety Expense	500	500	500
Total General Service		22,950	22,950	22,950
580.000 - Garage				
726.000.	Supplies	250	250	250
801.000.	Contracted Services	400	400	400
850.000.	Phone	1,800	1,800	1,800
921.000.	Water Usage	600	600	600
923.000.	Electricity	5,400	5,400	5,400
924.000.	Natural Gas	5,800	5,800	5,800
926.000.	Sewer Usage	700	700	700
930.000.	Repair & Maintenance	700	700	700
Total Garage		15,650	15,650	15,650
584.000 - Tools & Equipment				
726.000.	Supplies	1,100	1,100	1,100
930.000.	Repair & Maintenance	1,000	1,000	1,000
Total Tools & Equipment		2,100	2,100	2,100
585.000 - Control Valves				
801.000.	Contracted Services	1,100	1,100	1,100
930.000.	Repair & Maintenance	1,000	1,000	1,000
Total Control Valves		2,100	2,100	2,100
587.000 - Wellhead Protection				
955.000.	Miscellaneous	2,000	2,000	2,000
890.000 - Contingency				
955.000.	Miscellaneous	54,804	54,804	54,804
891.000 - Replacement & Improvement				
955.000.	Miscellaneous	314,620	314,620	332,220
965.000 - Transfer out				
999.101.	Transfer to General Fund	23,000	23,000	23,000
Total Transfer out		23,000	23,000	23,000
Total Expenditures		1,150,887	1,150,887	1,169,343
NET EFFECT		(0)	(0)	0

Date: August 5, 2015
To: Dennis Liimatta, Township Supervisor
From: Kirk Page, Superintendent of Public Works
Re: 2016 Water Budget

The following narrative is provided for the 591 Water Fund.

The Water Fund includes all of the revenue and expenses associated with the transmission, distribution and treatment of water. It includes the Township well and water purchased from the City of Marquette, the pumping stations, mains, hydrants, valves, water storage, meters, and instrumentation, operations and maintenance, debt service, replacement of the existing system, improvements to the existing system, and any item pertaining to the inflow and outflow of water.

541 Revenues

450 Licenses & Permits	Water construction permits, lawn meter permits. New main construction by developers is declining.
451 Connection Permits	Water connection permits, expansion/change in use permits.
606 Lateral Benefit Charge	Charge for connection to watermains outside an assessment district. This revenue is reimbursed to developers if there is an agreement to do so. It is not normally charged for mains constructed by the Downtown Development Authority or by developers.
626 Charges for Services Rendered	Turn-on/shut off, thaw water line, damaged meter replacement charge, special billing requests, door hangar shut off notice.
642 Sales	Usage charges to customers. Use is declining. Current volume rate is \$6.43/Kgal. Recommend decrease to \$6.20/Kgal.

Monthly base rate currently at \$7.00 per equivalent meter.

648 Private Fire Protection Charge Monthly charge for sprinkler systems based on size of connection to public system.

648.010 Public Fire Protection Charge Negotiated charge of \$80,000.

654 Debt Service Fee Fee charged to pay DWRF debt. Current charge is \$10.50 per equivalent service. Propose reduction to \$10.30 per equivalent service. 10 years remaining on Debt.

655 Fines & Forfeits Non-sufficient funds charges and late fees.

665 Interest-Non Restricted Projection by Deputy Treasurer.

665.017 Interest-Non-Restricted Projection by Deputy Treasurer.

672 Other Revenue Cell tower lease space on water reservoir site. Lawn meter charges.

676 Reimbursements Reimbursements for services provided by the Public Works Department.

558 Administration

705 Salary-Full Time 45% of salary for Superintendent of Public Works.

715-720 45% of benefits of Superintendent.

726 Supplies Regular office supplies.

801 Contracted Services Attorney, engineer, software support, and other

contracted and professional services. Our legal fees have continued to be extraordinary. Hopefully they will subside in 2016. We are adding automatic meter reading and asset management/operations and maintenance software licensing and support.

812 Membership Dues & Subscription	American Water Works Association (drinking water). Michigan Rural Water Association.
830 Fees	Fees charged by the State of Michigan to administer water supply regulations. Bank fees.
850 Phone	
860 Travel & Conference 861 Education & Training	All expenses, including travel, related to education and training for Superintendent, six Service Workers, Accounts Clerk, Well Operator, Service Worker/Crew Leader.
900 Printing & Publishing	Annual Consumer Confidence Report. Also publishing ads, notices, and ordinances.
910 Insurance	Anticipated increase.
930 Repairs & Maintenance	
955 Miscellaneous	
965 Interest Paid—Customer Deposits	
560 Customer Accounts	
705 Salary Full Time	35% of salary of Accounts Clerk.
715-720 Employee Benefits	35% of benefits of Accounts Clerk.
566 Master Water Meters	

Actual expenses related to operating and maintaining large master water meters, which measure water, purchased from the City of Marquette, and distributed back to Marquette. We have five master water meters.

567 Water Reservoirs

Actual expenses related to operating and maintaining three steel ground level water reservoirs. A one million gallon reservoir is located at the Cox water pumping station. The phone telemetry line was replaced with wireless radio in 2013. Cathodic protection was installed in 2013. A two hundred thousand gallon reservoir is located at the Northwoods water pumping station. The phone telemetry line was replaced with wireless radio in 2013. A three hundred twenty thousand reservoir is located in Chapel Ridge. It is supplied with water from the S. Vandenboom well field. It was inspected in 2014.

568 Water System Salaries

We have added one full time five day work week Service Worker position. We last added staff in 2007.

705 Salary-Full time	50% of salary for 6 Service Workers, 1 Service Worker/Crew Leader.
706 Salary-Part time	Part of salary of 1 Buildings & Grounds worker.
707 Standby Pay	Labor agreement. Compensation for being on call to respond to emergencies after normal hours. One person per week.
708 Overtime Pay	6 Service Workers and 1 Service Worker/Crew Leader.
715-720 Employee Benefits	50% of benefits for 6 full time Service Workers and 1 full time Service Worker/Crew Leader, plus part of benefits of 1 Buildings & Grounds Worker.

569C Water Pumping Station-Cox

Actual expenses to operate and maintain the Cox water pumping station. When in use, water is drawn from the Cox reservoir and pumped to the Northwoods reservoir, which

supplies water to the Northwoods gravity and pumped districts. Does not have emergency power. Needs new motor control center.

569N Water Pumping Station-Northwoods

Actual expenses to operate and maintain the Northwoods water pumping station. Water is drawn from the Northwoods reservoir. When in use, pumps operate continuously to pressurize the Northwoods pumped water district. Station has an emergency generator.

569W Water Pumping Station-Wells

Actual expenses to operate and maintain the groundwater wells pumping station. Water is pumped to the Chapel Ridge reservoir and distribution system. Chapel Ridge reservoir, in turn, supplies water to the Chapel Ridge and Northwoods districts. Station has emergency generator. Includes salary and benefits of Well Operator. State regulations require MDEQ limited treatment (D-3) certification for operation of our public water supply wells.

570 Transmission & Distribution Mains

Expenses related to operating and maintaining mains and valves. In addition, the purchase of water from the City of Marquette is included in this activity. We had a contractual rate adjustment in 2012. We are due for an updated study in 2015/2016.

571 Customer Meters

Expenses related to repairing and maintaining over 1200 customer water meters. We have a very aggressive meter maintenance/replacement program. Some of our meters are over 25 years old and their performance diminishes with age and our revenues depend on meter accuracy. New radio read ready meters are being installed as replacements. In 2015 we began installation of meter radio transmitters, network equipment and hosted server hardware and software. Metering generates two thirds of our revenues.

572 Transmission & Distribution Services

Expenses related to repairing and maintaining over 1200 water laterals.

573 Hydrants

Expenses related to repairing and maintaining approximately 400 hydrants.

578 General Service

50% of expenses related to vehicles, radios, mobile phone, and multipurpose tools and equipment.

726 Supplies General supplies that are not specifically for Water or Wastewater.

863 Vehicle Gas 50% of fuel for vehicles and equipment.

910 Insurance Anticipated increase based on past history.

930 Repairs & Maintenance 50% of cost of repair and maintenance of vehicles and multipurpose equipment.

961 Employee Safety Expense

579 Garage

50% of expenses related to operation and maintenance of the Public Works Facility. Vehicles, portable equipment, tools, water and sewer system supplies, grinder pump repair shop, meter shop, street signs, offices, and meeting/training room are housed in this building.

584 Tools-- Equipment

Expenses related to tools and equipment used only for water system maintenance, such as the welder (line thawing), line locating equipment, and tapping machines.

585 Control Valves

Expenses related to operating, maintaining, and repairing pressure-reducing valves. We currently have seven.

586 Wellhead Protection

Current program needs to be completed.

890 Contingency

5% for contingencies and unanticipated expenses.

891 Replacement & Improvement

Replacement and improvements to the water system per the attached schedules. The cost of transmission system improvements for future growth is \$4,645,000. This is not in the budget. The annual system equipment replacement expense is \$204,020. The annual system

improvements cost is \$110,600. The Cox pumping station needs a back up generator and new motor control center. The PLC's at all stations need updating/upgrading. Brookton Rd. and S. Vandenboom need water main extensions to alleviate supply pressure and fire flow issues. The Mason's Bluff well field and pumping station need to be constructed as the next phase of our groundwater supply development. A radio read automatic meter reading system costs \$207,000 and will be split with the wastewater system. The annualized cost of the short term and long term improvements are \$ 314,620.

965 Transfer Out

999.101

Transfer to General Fund for services
provided to the Water Fund

Charter Township of Marquette

2016 Budget

Solid Waste Fund

CHARTER TOWNSHIP OF MARQUETTE
 2016 BUDGET
 SOLID WASTE - 596

ACCOUNT	DESCRIPTION	DEPT. REQUEST	MANAGER RECOM.	BOARD ADOPT
Revenues				
630.000.	Garbage Collection	257,293	257,293	256,055
654.500.	Surcharge	21,354	21,354	21,354
655.000.	Penalties	2,600	2,600	2,600
665.000.	Interest	700	700	700
672.000.	Other Revenue	700	700	700
676.000.	Reimbursements	76,000	76,000	76,000
Total Revenues		358,647	358,647	357,409
Expenditures				
526.000 - Sanitary Landfill				
816.000.	Landfill Fees - Residential	47,000	47,000	47,000
816.010.	Landfill Fees - Commercial	76,000	76,000	76,000
960.000.	Bad Debt Expense	100	100	100
965.020.	Interest-Landfill Deposit	85	85	85
Sanitary Landfill		123,185	123,185	123,185
528.000 - Waste Refuse Collect/Dispose				
705.000.	Salary-Fulltime	8,452	8,452	8,562
715.000.	Employer's Social Security	646	646	655
716.000.	Hospitalization	40	40	40
718.000.	Pension	963	963	991
720.000.	Workers Compensation	28	28	27
726.000.	Supplies	275	275	275
801.000.	Contracted Services	700	700	700
806.000.	Accounting Services	480	480	480
825.000.	Collection Fee - Garbage	149,800	149,800	149,800
880.000.	Community Promotion	21,233	21,233	21,233
900.000.	Printing & Publishing	100	100	100
940.000.	Rental	500	500	500
940.030.	Postage	4,117	4,117	4,117
955.000.	Miscellaneous	500	500	500
Total Waste Refuse		187,834	187,834	187,980
560.000 - Customer Accounts				
705.000.	Salary - Full Time	12,826	12,826	12,990
708.000.	Overtime Pay	40	40	40
715.000.	Social Security	981	981	993
716.000.	Hospitalization	242	242	242
718.000.	Pension	1,274	1,274	1,414
720.000.	Workers Compensation	40	40	40
726.000.	Supplies	850	850	850
Total Customer Accounts		16,253	16,253	16,569
890.000 - Contingency				
955.000.	Miscellaneous	17,078	17,078	17,078
895.000 - Depreciation				
996.000.	Amortization - Landfill	8,297	8,297	8,297
965.000 - Transfer Out				
999.101.	Transfer to General Fund	6,000	6,000	4,300
Total Expenditures		358,647	358,647	357,409
Net Effect		0	0	0

Date: August 3, 2015

To: Dennis Liimatta, Township Supervisor

From: Kirk Page, Superintendent of Public Works

Re: 2016 Solid Waste Budget

The Solid Waste Fund is used to record the operations of garbage and rubbish collection. It includes the "First Wednesday" rubbish, leaf, brush, and yard waste drop-off site expense at the North Country facility, weekly curbside garbage and recycling pick-up, as well as the use of the Marquette County Landfill. The following narrative is provided for the 596 Solid Waste Fund.

Revenues

630 Garbage Collection	Revenues from residential customer billing. Currently \$15.10/mo. Seasonal is \$7.00/mo. Recommend no change.
654 Surcharge	We do not bill for commercial pickup. This fee, \$12/ton, is billed to contractors, based on commercial tonnage, which varies.
655 Penalties	Varies.
665 Interest-Non Restricted	Projection by Deputy Treasurer.
676 Reimbursements	We are billed all tipping fees by the Landfill Authority. We are reimbursed commercial tipping fees by contractors.

Expenditures

526 Sanitary Landfill

816 Landfill Fees	Residential landfill tipping fees. Residential landfill
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Residential quantities are generally declining.
Tipping fees increased to \$43.50/ton.

816.10 Landfill Fees
Commercial

Commercial landfill tipping fees. Commercial landfill quantities vary. Tipping fees are charged back to the contractor. Tipping fees increased to \$43.50/ton.

**528 Waste/Refuse
Collection & Disposal**

528.705 Salary-Full Time

10% of Superintendent's salary and benefits.

825 Collection Fee-Garbage

Fee paid to North Country Disposal per contract. Includes anticipated COLA increase. Contract renewed in 2014 for five years.

880 Community Promotion

Tipping fees, equipment, contractor, and labor charges for yard waste drop-off and monthly rubbish drop-off at North Country Disposal on CR 492. Metals pickup costs have been eliminated and have become revenue. The City of Marquette is investigating starting up the McClellan Ave. site. The County Landfill is working towards accepting Township recyclables.

560 Customer Accounts

560.705 Salary-Full Time

30% of Account Clerk's salary and benefits.

965 Transfer Out

999.101 Transfer to
General Fund

Transfer to General Fund for services provided to the Solid Waste Fund. Recommend \$6,000.

Charter Township of Marquette

2016 Budget

Metro Authority Fund

CHARTER TOWNSHIP OF MARQUETTE
 2016 BUDGET
 METRO AUTHORITY - 678

ACCOUNT	DESCRIPTION	DEPT. REQUEST	MANAGER RECOM.	BOARD ADOPT
Revenues				
547.000.	State Right of Way Fee	5,428	5,428	5,428
665.000.	Interest	15	15	15
	Total Revenues	5,443	5,443	5,443
Expenditures				
895.000 - Depreciation				
968.030.	Depreciation	452	452	452
	Total Expenditures	452	452	452
	NET EFFECT	4,991	4,991	4,991