



## CITY COMMISSION MEETING AGENDA

City Hall, 125 South Maple Street, Fennville, MI 49408  
Monday, June 21, 2021  
7:00 p.m.

---

In light of the recent orders to limit social interactions due to COVID-19, the City Commission will allow for **public** participation through a virtual meeting site or by telephone. To access the meeting visit:

Join Zoom Meeting

Meeting ID: 816 8476 5423

<https://us02web.zoom.us/j/81684765423>

One tap mobile

+13126266799,,81684765423# US (Chicago)

Dial by your location

+1 312 626 6799 US (Chicago)

As always, citizens can also submit their comments in writing by 6:30 p.m. by:

Email to [amorgan@fennville.com](mailto:amorgan@fennville.com)

Drop Box located on the parking lot side of City Hall

By mail to PO Box 666, Fennville, MI 49408

### **AGENDA**

#### **1. Call to Order/Roll Call**

#### **2. Pledge of Allegiance**

#### **3. Approval of Agenda**

#### **4. Public Comments**

*During this time, members of the public will be given an opportunity to speak. Please remember that comments are limited to 5 minutes and should be directed toward the Mayor.*

#### **5. Consent Agenda Items A through C:**

*All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. Unless requested by a Council Member or a citizen, there will be no separate discussion on these items. If discussion is required regarding an item, that item will be removed from the Consent Agenda and considered separately.*

A. The City Commission is asked to approve the regular meeting minutes from [Monday, June 7, 2021](#) (*click link to view minutes*)

B. The City Commission is asked to approve invoices totaling \$55,070.86.

C. The City Commission is asked to accept the following reports and minutes for the record:  
1. Michigan Township Services Report – May 2021.

### **UNFINISHED BUSINESS**

#### **6. The City Commission will be asked to take the following action regarding the FY2022 Budget:**

- A. Hold a public hearing regarding the proposed budget.
  - B. Approve Resolution 2021-10: A Resolution adopting General Appropriations Act for the Fiscal Year July 1, 2021 to June 30, 2022.
7. The Commission will be asked to approve the following ordinances regarding utility rates for FY2022:
- A. Ordinance 2021-02: A Ordinance to set rates for City of Fennville water utilities.
  - B. Ordinance 2021-03: A Ordinance to set rates for City of Fennville sewer utilities.

## **NEW BUSINESS**

8. The City Commission will be asked to approve Traffic Control Order 2021-01 creating a truck route on Center and Sherman Streets.
9. The City Commission will be asked to review the cemetery rules.
10. The City Commission will be asked to review and discuss the Standing Committee assignments.
11. Reports of Standing Committees:
- a. Finance/Personnel: *Mayor, Machan, Suerth*
  - b. City Services (Police, Ambulance & Fire): *Machan, Suerth, Jamros*
  - c. City Properties: *Jamros*
  - d. Ordinances/Community Relations: *Hayden*
  - e. Planning: *Hayden, Suerth*
  - f. Administrative/DDA: *Mayor*

## **12. Miscellaneous**

## **13. City Attorney Report**

## **14. City Administrator Report**

## **15. Additional Public Comments**

*During this time, members of the public will be given an opportunity to speak. Please remember that comments are limited to 5 minutes and should be directed toward the Mayor.*

## **16. Adjournment**

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/22/2021	AP	CLEAN EARTH CONTRACTED SERVICES Vnd: CL002 Invoice: 333866	Invoice: 333866 Ref#: 14327 (VACTOR SERVICE FOR LAGOONS) 592-210-818.000 592-000-202.000	1,296.50	1,296.50
		Expected Check Run: 06/22/2021		<u>1,296.50</u>	<u>1,296.50</u>
06/22/2021	AP	DICKINSONS HARDWARE SUPPLIES SUPPLIES SUPPLIES SUPPLIES SUPPLIES SUPPLIES Vnd: DI001 Invoice: MAY 2021 Vnd: DI001 Invoice: MAY 2021 Vnd: DI001 Invoice: MAY 2021 Vnd: DI001 Invoice: MAY 2021 Vnd: DI001 Invoice: MAY 2021	Invoice: MAY 2021 Ref#: 14328 (CITY SUPPLIES) 101-265-727.000 592-210-727.000 641-000-727.000 101-301-727.000 202-474-727.000 203-474-727.000 101-000-202.000 592-000-202.000 641-000-202.000 202-000-202.000 203-000-202.000	82.71 17.09 24.29 6.75 334.10 334.09	89.46 17.09 24.29 334.10 334.09
		Expected Check Run: 06/22/2021		<u>799.03</u>	<u>799.03</u>
06/22/2021	AP	DICKINSONS HARDWARE SUPPLIES Vnd: DI001 Invoice: 2021 MAY	Invoice: 2021 MAY Ref#: 14329 (DDA: SUPPLIES) 248-000-727.000 248-000-202.000	10.29	10.29
		Expected Check Run: 06/22/2021		<u>10.29</u>	<u>10.29</u>
06/22/2021	AP	FLEX ADMINISTRATORS, INC MEDICAL INSURANCE Vnd: FL015 Invoice: 126717	Invoice: 126717 Ref#: 14330 (ANNUAL RENEWAL FEE) 101-852-910.000 101-000-202.000	395.00	395.00
		Expected Check Run: 06/22/2021		<u>395.00</u>	<u>395.00</u>
06/22/2021	AP	LIFE EMS AMBULANCE CONTRACTED SERVICES Vnd: LI001 Invoice: 0002759-IN	Invoice: 0002759-IN Ref#: 14331 (AMBULANCE SUBSIDY) 101-428-818.000 101-000-202.000	3,250.00	3,250.00
		Expected Check Run: 06/22/2021		<u>3,250.00</u>	<u>3,250.00</u>
06/22/2021	AP	MICHIGAN RURAL WATER ASSN MEMBERSHIP DUES Vnd: MI007 Invoice: 060421	Invoice: 060421 Ref#: 14332 (ANNUAL MEMBERSHIP DUES) 592-110-958.000 592-000-202.000	505.00	505.00
		Expected Check Run: 06/22/2021		<u>505.00</u>	<u>505.00</u>

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/22/2021	AP	MICHIGAN TOWNSHIP SERVICES CONTRACTED SERVICES Vnd: MI009 Invoice: 3668	Invoice: 3668 Ref#: 14333(ZONING SERVICES FOR MAY 2021) 101-721-818.000 101-000-202.000	24.00	24.00
		Expected Check Run: 06/22/2021		<u>24.00</u>	<u>24.00</u>
06/22/2021	AP	MIKALAN ROOFING INC CONTRACTED SERVICES Vnd: MI012 Invoice: 20683	Invoice: 20683 Ref#: 14334(POLICE DEPT BLDG LEAK REPAIR) 101-265-818.000 101-000-202.000	257.40	257.40
		Expected Check Run: 06/22/2021		<u>257.40</u>	<u>257.40</u>
06/22/2021	AP	MORGAN, AMANDA P MILEAGE Vnd: MO010 Invoice: STATEMENT	Invoice: STATEMENT Ref#: 14335(MILEAGE REIMBURSEMENT) 592-110-860.000 592-000-202.000	35.17	35.17
		Expected Check Run: 06/22/2021		<u>35.17</u>	<u>35.17</u>
06/22/2021	AP	PREIN & NEWHOF PC ENGINEERING FEES / USDA Vnd: PR001 Invoice: 61490	Invoice: 61490 Ref#: 14336(PROF SERVICES (USDA)) 592-120-817.000 592-000-202.000	2,775.60	2,775.60
		Expected Check Run: 06/22/2021		<u>2,775.60</u>	<u>2,775.60</u>
06/22/2021	AP	PREIN & NEWHOF PC ENGINEERING FEES (SRF) Vnd: PR001 Invoice: 61492	Invoice: 61492 Ref#: 14337(PROF SERVICES (SRF)) 592-220-817.000 592-000-202.000	6,223.95	6,223.95
		Expected Check Run: 06/22/2021		<u>6,223.95</u>	<u>6,223.95</u>
06/22/2021	AP	PREIN & NEWHOF PC ENGINEERING FEES (MEDC) Vnd: PR001 Invoice: 61495	Invoice: 61495 Ref#: 14338(PROF SERVICES (MEDC)) 592-120-817.000 592-000-202.000	6,468.86	6,468.86
		Expected Check Run: 06/22/2021		<u>6,468.86</u>	<u>6,468.86</u>
06/22/2021	AP	PREIN & NEWHOF PC CONTRACTED SERVICES (OIC) Vnd: PR001 Invoice: 61507	Invoice: 61507 Ref#: 14339(PROF SERVICES (OIC)) 592-120-818.000 592-000-202.000	642.00	642.00
		Expected Check Run: 06/22/2021		<u>642.00</u>	<u>642.00</u>

PROOF ONLY - JOURNAL ENTRIES NOT CREATED

Post Date	Journal	Description	GL Number	DR Amount	CR Amount
06/22/2021	AP	PROPERTY REVOLUTION, LLC CONTRACTED SERVICES Vnd: PR008 Invoice: 5050	Invoice: 5050 Ref#: 14340 (CEMETERY MOWING (APR & MAY 21)) 101-276-818.000 101-000-202.000	3,480.00	3,480.00
		Expected Check Run: 06/22/2021		<u>3,480.00</u>	<u>3,480.00</u>
06/22/2021	AP	SPRINT TELEPHONE - POLICE TELEPHONE - ONCALL TELEPHONE - ONCALL Vnd: SP001 Invoice: 557254157-083 Vnd: SP001 Invoice: 557254157-083	Invoice: 557254157-083 Ref#: 14341 (CELL PHONE SERVICE) 101-301-853.000 592-210-853.000 592-110-853.000 101-000-202.000 592-000-202.000	63.69 49.01 49.00	63.69 98.01
		Expected Check Run: 06/22/2021		<u>161.70</u>	<u>161.70</u>
06/22/2021	AP	TELE-RAD INC EQUIPMENT & UNIFORMS Vnd: TE002 Invoice: 902428	Invoice: 902428 Ref#: 14342 (POLICE UNIFORM SUPPLIES) 101-301-956.000 101-000-202.000	62.37	62.37
		Expected Check Run: 06/22/2021		<u>62.37</u>	<u>62.37</u>
06/22/2021	AP	UNITED STATES OF AMERICA USDA PAYMENT LOAN 91-02 USDA PAYMENT LOAN 91-03 Vnd: UN002 Invoice: 061621	Invoice: 061621 Ref#: 14343 (USDA LOAN PAYMENTS) 592-110-991.000 592-110-991.000 592-000-202.000	25,790.74 2,832.50	28,623.24
		Expected Check Run: 06/22/2021		<u>28,623.24</u>	<u>28,623.24</u>
06/22/2021	AP	WEST MICHIGAN UNIFORM CONTRACTED SERVICES Vnd: WE007 Invoice: 5532131	Invoice: 5532131 Ref#: 14344 (MATS FOR CITY HALL) 101-265-818.000 101-000-202.000	60.75	60.75
		Expected Check Run: 06/22/2021		<u>60.75</u>	<u>60.75</u>
Cash/Payable Account Totals:				<u>55,070.86</u>	<u>55,070.86</u>
		ACCOUNTS PAYABLE	101-000-202.000		7,682.67
		ACCOUNTS PAYABLE	202-000-202.000		334.10
		ACCOUNTS PAYABLE	203-000-202.000		334.09
		ACCOUNTS PAYABLE	248-000-202.000		10.29
		ACCOUNTS PAYABLE	592-000-202.000		46,685.42
		ACCOUNTS PAYABLE	641-000-202.000		24.29
		TOTAL INCREASE IN PAYABLE:			55,070.86

# Michigan Township Services - Allegan, Inc.

111 Grand Street  
(269) 673-3239 fax: (269)673-9583

## Permits Issued For FENNVILLE CITY

### Building

Date	Permit #	Site Address	Construction Cost	Permit Cost	Owner	Type Of Construction
5/7/2021	FNB21006	117 W Apple Ln		\$150.00	Polk	Mobile Home Set
5/25/2021	FNB21007	315 Wilson St	\$5,920.00	\$100.00	Von Eenenaam	Accessory Building
<b>Building Totals</b>			\$5,920.00	\$250.00		

### Electrical

Date	Permit #	Site Address	Construction Cost	Permit Cost	Owner	Type Of Construction
5/27/2021	FNE21006	57 Cherryland Dr		\$153.00	Speet	Attached Garage
<b>Electrical Totals</b>				\$153.00		

### Mechanical

Date	Permit #	Site Address	Construction Cost	Permit Cost	Owner	Type Of Construction
5/3/2021	FNM21005	117 W Apple Ln		\$105.00	Polk	Mobile Home Set
5/21/2021	FNM21006	303 Walter St		\$105.00		
5/21/2021	FNM21007	210 Walter St		\$105.00		
5/21/2021	FNM21008	209 Walter St		\$105.00		
5/21/2021	FNM21009	302 S Maple St		\$105.00		
5/21/2021	FNM21010	202 Walter St		\$105.00		
5/21/2021	FNM21011	128 Walter St		\$105.00		
5/21/2021	FNM21012	222 S Maple		\$105.00		
<b>Mechanical Totals</b>				\$840.00		

### Plumbing

Date	Permit #	Site Address	Construction Cost	Permit Cost	Owner	Type Of Construction
5/7/2021	FNP21003	117 W Apple Ln		\$110.00	Polk	Mobile Home Set
<b>Plumbing Totals</b>				\$110.00		
<b>Plumbing Totals</b>			\$5,920.00	\$1,353.00	\$135.30	



## Building Inspections Performed In FENNVILLE CITY Within A Date Period

Date Issued	Type of Permit Building Permit Number	Address and Project Type	Contractor	Inspection Status And Comments				Inspector
				Footing	Foundation, Underground, or Service	Rough-In	Final	
5/11/2021	<b>Building</b> FNB21005	717 E Main ID Sign	Holland Custom Signs	Yes				MacCarthy
5/11/2021	<b>Building</b> FNB21005	717 E Main ID Sign	Holland Custom Signs				Yes	MacCarthy
5/28/2021	<b>Building</b> FNB21003	57 Cherryland Dr Attached Garage	All That Home Services LLC			No		MacCarthy
5/28/2021	<b>Building</b> FNB21003	57 Cherryland Dr Attached Garage	All That Home Services LLC		LVL's must be fastened with more than 2 fasteners at each end			MacCarthy
5/12/2021	<b>Building</b> FNB20009	2481 58th Street Above Ground Pool	Owner				Yes	MacCarthy
5/11/2021	<b>Electrical</b> FNE21004	117 W Apple Ln Mobile Home Set	Rodco Services				Y-FEEDERS	Lester
5/4/2021	<b>Electrical</b> FNE20006	333 Wilson St fire rebuild/repair	Electrocal, Inc.				Yes	Lester
5/25/2021	<b>Mechanical</b> FNM21012	222 S Maple	AJ's Htg & Clg, LLC				Yes	Paddock
5/25/2021	<b>Mechanical</b> FNM21011	128 Walter St	AJ's Htg & Clg, LLC				Yes	Paddock
5/25/2021	<b>Mechanical</b> FNM21010	202 Walter St	AJ's Htg & Clg, LLC				Yes	Paddock
5/25/2021	<b>Mechanical</b> FNM21009	302 S Maple St	AJ's Htg & Clg, LLC				Yes	Paddock
5/25/2021	<b>Mechanical</b> FNM21008	209 Walter St	AJ's Htg & Clg, LLC				Yes	Paddock
5/25/2021	<b>Mechanical</b> FNM21007	210 Walter St	AJ's Htg & Clg, LLC				Yes	Paddock
5/25/2021	<b>Mechanical</b> FNM21006	303 Walter St	AJ's Htg & Clg, LLC				Yes	Paddock
5/11/2021	<b>Mechanical</b> FNM21005	117 W Apple Ln Mobile Home Set	Thompson Pro-Set				Yes	Paddock
5/4/2021	<b>Mechanical</b> FNM21001	333 Wilson St fire rebuild/repair	Brust				Yes	Paddock
5/12/2021	<b>Plumbing</b> FNP21003	117 W Apple Ln Mobile Home Set	Thompson Pro-Set				Yes	Girolomi

# Memo

DATE: June 18, 2021  
TO: City Commission  
FROM: Amanda Morgan  
City Administrator  
SUBJECT: Agenda Item 6: FY 2022 Budget

---

The City Commission will be asked to take the following action regarding the FY2022 Budget:

- A. Hold a public hearing regarding the proposed budget.
- B. Approve Resolution 2021-10: A Resolution adopting General Appropriations Act for the Fiscal Year July 1, 2021 to June 30, 2022.

## Background Information

The City Commission received the draft budget during their last meeting for review. During that same meeting, the City Commission also approved the Fire Department budget which has been updated within the document. For the meeting on Monday, the City Commission is being asked to hold a public hearing on the budget and approve a resolution adopting the budget and millage rate.

The Budget, which will be included as exhibit b to the resolution is available to view online at: <https://www.fennville.com/Document%20Center/Other/Budgets/2021-2022%20Budget.pdf>

## Attachment(s)

- Resolution 2021-10: FY2022 Budget Adoption Resolution

## Recommended Action

- Motion to open the public hearing.
- After comments are heard a motion to close the public hearing.
- Motion to approve Resolution 2021-10: A Resolution adopting General Appropriations Act for the Fiscal Year July 1, 2021 to June 30, 2022.



City of Fennville  
Resolution 2021-10

**RESOLUTION ADOPTING GENERAL APPROPRIATIONS ACT  
FOR THE FISCAL YEAR JULY 1, 2021 – JUNE 30, 2022**

At a regular meeting of the City Council for the City of Fennville, Fennville, Michigan, held at City Hall in Fennville, Michigan, on the 21<sup>st</sup> day of June, 2021 at 7:00 p.m.

PRESENT: \_\_\_\_\_

ABSENT: \_\_\_\_\_

The following Resolution was offered by Commissioner \_\_\_\_\_, and supported by Commissioner \_\_\_\_\_.

WHEREAS, pursuant to Chapter VI Section 6.23 of the City of Fennville Charter (“Charter”) and the Uniform Budgeting and Accounting Act, P.A. 2 of 1968, as amended (the “Act”), the City is required to pass a general appropriations act; and

WHEREAS, in accordance with the Charter and the Act, the City has provided the required notice and hearing; and

WHEREAS, in order to comply with the Charter and the Act, the City wishes to adopt an appropriations act pursuant to this Resolution.

NOW, THEREFORE, IT IS RESOLVED, THAT:

1. Title: This Resolution shall be known as the City of Fennville General Appropriations Act (FY 2021-2022).
2. Fiscal Officer: The City Administrator (or other designated official) shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this Act.
3. Public Hearings on the Budget: Pursuant to the Act, notice of a public hearing on the proposed budget was published in a newspaper of general circulation as required by law, and a public hearing on the proposed budget was held on June 21, 2020. A copy of the proposed budget was available for public inspection as required by the Charter.
4. Estimated Revenues: Estimated City general fund revenues for fiscal year 2021-2022 including a charter operating millage of 16.5298 mills (inclusive of Headlee rollback), and various miscellaneous revenues shall total \$684,180.
5. Millage Levy: The Council of the City of Fennville shall cause to be levied and collect the general property tax millage against all classes of assessable property, at taxable valuations, as approved by the Board of Commissioners for Allegan County, the State Tax Commission, and any anticipated adjustments of the Michigan Tax Tribunal for the FY July 1, 2021-June 30, 2022 as shown in Exhibit A.

6. Estimated Expenditures: Estimated City general fund expenditures for fiscal year 2021-2022 for the various City activities are as shown in the budget.
7. Adoption of Budget by Reference: The general fund budget for the City for 2021-2022 is hereby adopted, with revenues and activity expenditures as indicated in Sections 4 and 6 of this Resolution and shown in the budget documents attached as Exhibit B.
8. Appropriation not a Mandate to Spend: Appropriations will be deemed maximum authorizations to incur expenditures. The Fiscal Officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any order for expenditures that exceed appropriations.

RECORD OF VOTE:

Yes: \_\_\_\_\_

No: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED

\_\_\_\_\_  
Thomas Pantelleria, Mayor

**CERTIFICATE**

I, the undersigned, the duly qualified Clerk/Treasurer of the City of Fennville, Allegan County, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Council of the City of Fennville, held on the 21<sup>st</sup> day of June, 2021, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in full compliance with Act 267, Public Acts of 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this \_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Deborah Perez, City Clerk/Treasurer

**EXHIBIT A**

Michigan Department of Treasury  
814 (3-97)

This form is issued under MCL Sections 211.24e, 211.34  
and 211.34d. Filing is mandatory. Penalty applies.

ORIGINAL TO: County Clerk(s)  
COPY TO: Equalization Dept. (s)  
COPY TO: Each Twp or City Clerk

L-4029

**2021 TAX RATE REQUEST** This form must be completed and submitted on or before September 30, 2021  
**MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS**

County	ALLEGAN	2021 Taxable Value	24,475,219
Local Government Unit	FENNVILLE CITY		

**PLEASE READ THE INSTRUCTIONS ON THE REVERSE SIDE CAREFULLY.**

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec. 211.119. The following tax rates have been authorized for levy on the 2021 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5) 2020 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2021 Current Year "Headlee" Millage Reduction Fraction	(7) 2021 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum allowable Millage Rate*	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
CHARTER	OPERATING	1/1/1961	15.0000	11.8159	1.0000	11.8159	1.0000	11.8159			UNLIMITED
EXTRA VOTED	OPER - Public Safety	11/4/2015	0.8000	0.7621	1.0000	0.7621	1.0000	0.7621			12/31/2021
EXTRA VOTED	OPERATING	11/6/2018	3.0300	2.9909	1.0000	2.9909	1.0000	2.9909			12/31/2022
EXTRA VOTED	OPER - Fire Safety	11/7/2017	1.0000	0.9609	1.0000	0.9609	1.0000	0.9609			12/31/2023
Total Authorized (exclude debt)								16.5298			
Prepared by Matthew Woolford MMAO	Co-Sign -- Verified by			Title EQUALIZATION DIRECTOR			Co-Sign Title		Date-CED 5/12/2021	Co-Sign Date	

As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary, to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34, and for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, MCL 380.1211(3).

**Local School district Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2008 for instructions on completing this section.**

Total School District Operation Rates to be Levied (HH/Supp and NH Oper Only)	
For Principal Residence, Qualified Ag, Qualified forest and Industrial Personal	
For Commercial Personal	
For all Other	

Clerk	Signature	Type Name	Date
Secretary			
Chairpers	Signature	Type Name	Date
President			

\*Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate XFVowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operation levy which is larger than the base tax rate but not larger than the rate in column 9.

\*Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in

\*\* **IMPORTANT:** See enclosed instructions for the correct method of calculating the millage rate in column (5).

# Memo

DATE: June 18, 2021  
TO: City Commission  
FROM: Amanda Morgan  
City Administrator  
SUBJECT: Agenda Item 9: FY22 Utility Rates

---

The Commission will be asked to approve the following ordinances regarding utility rates for FY2022:

- Ordinance 2021-02: A Ordinance to set rates for City of Fennville water utilities.
- Ordinance 2021-03: A Ordinance to set rates for City of Fennville sewer utilities.

## Background Information

Since 2014, the City of Fennville has been working to develop a Capital Improvement Plan to address the needs of the City's aging water and sewer infrastructure. Construction will be completed within the FY22 budget season and repayment of bonds has already begun. Throughout the planning and construction process the City has been working with a financial consultant to ensure that our revenues will cover the cost of the bond payments, grant match and maintain the fund balance.

It is also important to note that in the last few years, the state has been imposing laws regulating lead and copper services within water supply systems. These laws has created additional financial burden on the water fund and has caused a higher rate increase than was anticipated during the initial construction planning projects. This is to help cover the long term financial implications of that state law.

This year, the financial advisor recommends the following rate increases. With these increases the typical homeowner's bill will go up \$10.41 per quarter (\$3.47/month)

WATER	8% increase			SEWER	5% increase		
	Current	Proposed	Difference		Current	Proposed	Difference
5/8"	\$19.91	\$21.50	\$1.59	5/8"	\$56.64	\$59.48	\$2.83
3/4"	\$27.54	\$29.75	\$2.20	3/4"	\$76.44	\$80.26	\$3.82
1"	\$33.66	\$36.35	\$2.69	1"	\$93.77	\$98.46	\$4.69
1 1/2"	\$71.92	\$77.67	\$5.75	1 1/2"	\$211.54	\$222.12	\$10.58
2"	\$134.64	\$145.42	\$10.77	2"	\$405.93	\$426.23	\$20.30
4"	\$507.92	\$548.56	\$40.63	4"	\$1,605.27	\$1,685.53	\$80.26
6"	\$1,233.34	\$1,332.01	\$98.67	6"	\$3,644.65	\$3,826.88	\$182.23
Usage	\$2.19	\$2.37	\$0.18	Usage	\$4.48	\$4.70	\$0.22

The approval of an ordinance is a two-step process. The Commission introduced the ordinances at that last meeting and can now consider their approval. After adoption the full text must be published in the newspaper before the ordinances can be effective which is set for July 1, 2021.

Attachment(s)

- Proposed Ordinances
- Billing Comparison

Recommended Action

- Motion to approve Ordinance 2021-02: A Ordinance to set rates for City of Fennville water utilities.
- Motion to approve Ordinance 2021-03: A Ordinance to set rates for City of Fennville sewer utilities.

CITY OF FENNVILLE  
ORDINANCE 2021-02

**AN ORDINANCE TO SET RATES FOR  
CITY OF FENNVILLE WATER UTILITIES**

WHEREAS, Section 7.3 of the City Charter of the City of Fennville states that “The Commission shall have the power to periodically fix by resolution or ordinance equitable rates it deems advisable for supplying City inhabitants and others with various City utility services. The Commission shall provide by ordinance for the collection of all public utility charges made by the City.”

WHEREAS, the City of Fennville feels it is necessary for the continued operation and improvement of the water system to increase the rates charged to all customers.

THEREFORE, the City of Fennville ordains:

**SECTION 1**

The utility rates for water are set as follows:

Water usage rate: \$2.37 per 1,000 gallons

In addition to the charge for water used, customers will be billed ready to serve fee based on the size of the water meter used or installed as follows:

<u>Meter Size</u>	<u>Water Rate</u>
5/8"	\$21.50
3/4"	\$29.75
1"	\$36.35
1 1/2"	\$77.67
2"	\$145.42
4"	\$548.56
6"	\$1,332.01

Accounts located outside of the Fennville City Limits will be charged a non-resident rate which is one and one-half (1 ½) times rates listed above.

**SECTION 2**

Severability: The provision of this ordinance shall be deemed severable and it is expressly declared that the City of Fennville City Commission would have passed the other provisions of this ordinance irrespective of whether or not one or more provisions may be declared invalid; and if any provisions of this ordinance or the application thereof to any person or circumstances held invalid, the remainder of the ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.



**SECTION 3**

Effective Date: This ordinance shall take effect on July 1, 2021 after its passage and publication as provided by City Charter.

INTRODUCED by the City Commission of the City of Fennville on the \_\_\_ day of June, 2021.

ADOPTED by the City Commission of the City of Fennville on the \_\_\_ day of June, 2021.

\_\_\_\_\_  
Thomas Pantelleria, Mayor

**CERTIFICATE**

I, the undersigned, the duly qualified Clerk/Treasurer of the City of Fennville, Allegan County, State of Michigan, do hereby certify that the foregoing Ordinance was adopted by the City of Fennville City Commission on the \_\_\_ day of June, 2021; and the same was published in a paper of general circulation in the City of the \_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Deborah Perez, City Clerk/Treasurer

CITY OF FENNVILLE  
ORDINANCE 2021-03

**AN ORDINANCE TO SET RATES FOR  
CITY OF FENNVILLE SEWER UTILITIES**

WHEREAS, Section 7.3 of the City Charter of the City of Fennville states that “The Commission shall have the power to periodically fix by resolution or ordinance equitable rates it deems advisable for supplying City inhabitants and others with various City utility services. The Commission shall provide by ordinance for the collection of all public utility charges made by the City.”

WHEREAS, the City of Fennville feels it is necessary for the continued operation and improvement of the water and sewer system to increase the rates charged to all customers.

THEREFORE, the City of Fennville ordains:

**SECTION 1**

The utility rates for sewer are set as follows:

Sewer usage rate: \$4.70 per 1,000 gallons

In addition to the charge for sewer used, customers will be billed ready to serve fee based on the size of the water meter used or installed as follows:

<u>Meter Size</u>	<u>Sewer Rate</u>
5/8"	\$59.48
3/4"	\$80.26
1"	\$98.46
1 1/2"	\$222.12
2"	\$426.23
4"	\$1,685.53
6"	\$3,826.88

**SECTION 2**

Severability: The provision of this ordinance shall be deemed severable and it is expressly declared that the City of Fennville City Commission would have passed the other provisions of this ordinance irrespective of whether or not one or more provisions may be declared invalid; and if any provisions of this ordinance or the application thereof to any person or circumstances held invalid, the remainder of the ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

**SECTION 3**

Effective Date: This ordinance shall take effect on July 1, 2021 after its passage and publication as provided by City Charter.

INTRODUCED by the City Commission of the City of Fennville on the \_\_\_\_ day of June, 2021.

ADOPTED by the City Commission of the City of Fennville on the \_\_\_\_ day of June, 2021.

---

Thomas Pantelleria, Mayor

**CERTIFICATE**

I, the undersigned, the duly qualified Clerk/Treasurer of the City of Fennville, Allegan County, State of Michigan, do hereby certify that the foregoing Ordinance was adopted by the City of Fennville City Commission on the \_\_\_\_ day of June, 2021; and the same was published in a paper of general circulation in the City of the \_\_\_\_ day of \_\_\_\_\_, 2021.

---

Deborah Perez, City Clerk/Treasurer

Estimate billing with new rates based on last water/sewer billing.

**Hayden**

Meter Size	Usage	FY22 Rates	New Rates	Difference
5/8"	10373			
Water Commodity		\$ 22.72	\$ 24.53	\$ 1.82
Water RTS		\$19.91	\$21.50	\$ 1.59
Sewer Commodity		\$ 46.47	\$ 48.79	\$ 2.32
Sewer RTS		\$56.64	\$59.48	\$ 2.83
		<u>\$ 145.74</u>	<u>\$ 154.31</u>	<u>\$ 8.57</u>

**Jamros**

Meter Size	Usage	FY22 Rates	New Rates	Difference
5/8"	10497			
Water Commodity		\$ 22.99	\$ 24.83	\$ 1.84
Water RTS		\$19.91	\$21.50	\$ 1.59
Sewer Commodity		\$ 47.03	\$ 49.38	\$ 2.35
Sewer RTS		\$56.64	\$59.48	\$ 2.83
		<u>\$ 146.57</u>	<u>\$ 155.19</u>	<u>\$ 8.62</u>

**Langston**

Meter Size	Usage	FY22 Rates	New Rates	Difference
5/8"	9392			
Water Commodity		\$ 20.57	\$ 22.21	\$ 1.65
Water RTS		\$19.91	\$21.50	\$ 1.59
Sewer Commodity		\$ 42.08	\$ 44.18	\$ 2.10
Sewer RTS		\$56.64	\$59.48	\$ 2.83
		<u>\$ 139.20</u>	<u>\$ 147.38</u>	<u>\$ 8.17</u>

**Machan**

Meter Size	Usage	FY22 Rates	New Rates	Difference
5/8"	8966			
Water Commodity		\$ 19.64	\$ 21.21	\$ 1.57
Water RTS		\$19.91	\$21.50	\$ 1.59
Sewer Commodity		\$ 40.17	\$ 42.18	\$ 2.01
Sewer RTS		\$56.64	\$59.48	\$ 2.83
		<u>\$ 136.36</u>	<u>\$ 144.36</u>	<u>\$ 8.00</u>

**Pantelleria**

Meter Size	Usage	FY22 Rates	New Rates	Difference
5/8"	13457			
Water Commodity		\$ 29.47	\$ 31.83	\$ 2.36
Water RTS		\$19.91	\$21.50	\$ 1.59
Sewer Commodity		\$ 60.29	\$ 63.30	\$ 3.01
Sewer RTS		\$56.64	\$59.48	\$ 2.83
		<u>\$ 166.31</u>	<u>\$ 176.11</u>	<u>\$ 9.80</u>

**Rastall**

Meter Size	Usage	FY22 Rates	New Rates	Difference
5/8"	32271			
Water Commodity		\$ 70.67	\$ 76.33	\$ 5.65
Water RTS		\$19.91	\$21.50	\$ 1.59
Sewer Commodity		\$ 144.57	\$ 151.80	\$ 7.23
Sewer RTS		\$56.64	\$59.48	\$ 2.83
		<u>\$ 291.80</u>	<u>\$ 309.11</u>	<u>\$ 17.31</u>

**Suerth**

Meter Size	Usage	FY22 Rates	New Rates	Difference
5/8"	5990			
Water Commodity		\$ 13.12	\$ 14.17	\$ 1.05
Water RTS		\$19.91	\$21.50	\$ 1.59
Sewer Commodity		\$ 26.84	\$ 28.18	\$ 1.34
Sewer RTS		\$56.64	\$59.48	\$ 2.83
		<u>\$ 116.51</u>	<u>\$ 123.33</u>	<u>\$ 6.82</u>

# Memo

DATE: June 18, 2021  
TO: City Commission  
FROM: Amanda Morgan  
City Administrator  
SUBJECT: Agenda Item 8: Truck Route TCO

---

The City Commission will be asked to approve Traffic Control Order 2021-01 creating a truck route on Center and Sherman Streets.

## Background Information

Conagra has been working with MDOT to get some signage placed on Main Street directing truck traffic to Wilson Street. MDOT is able to put up signage but only if the City has a traffic control order in place calling for the truck route.

Attached is a traffic control order directing all truck traffic to Wilson, onto Center then on to Sherman Street per Conagra's request. The TCO has been reviewed and signed off on by the Chief of Police.

## Attachments

- TCO 2021-01

## Recommended Motion

Motion to approve Traffic Control Order 2021-01 creating a truck route on Center and Sherman Streets.

**TRAFFIC CONTROL ORDER  
CITY OF FENNVILLE**

**ORDER NO:** 2021-01

**DATE OF FILING:** June 8, 2021

**In accordance with the Uniform Traffic Code for Cities, Townships and Villages of Michigan; and in the interest of Public Safety and Convenience, we have made an investigation of traffic conditions on:**

Center and Sherman Streets.

**And as a result of said investigation do hereby direct that:**

The City hereby designates a truck route from Main Street to Wilson Street to Center Street to Sherman Street.

**All previous traffic control orders and/or parts of resolution are, to the extent of any conflict with the traffic control order, rescinded.**

**This order shall expire 90 days from the date of filing except upon its approval by the City Commission, it shall not so expire.**



\_\_\_\_\_  
City Administrator

\_\_\_\_\_  
Chief of Police

\_\_\_\_\_  
Date received for filing

\_\_\_\_\_  
City Clerk

Date Approved  
by City Commission: \_\_\_\_\_

\_\_\_\_\_  
Mayor



# Memo

DATE: June 18, 2021  
TO: City Commission  
FROM: Amanda Morgan  
City Administrator  
SUBJECT: Agenda Item 9: Cemetery Rules

---

The City Commission will be asked to review the cemetery rules.

## Background Information

The City Commission has recently received some correspondence regarding an issue at the cemetery. The Mayor asked that all Commissioners be given a copy of the rules for review. The rules were adopted by the City Commission in 2018.

It is important to note that Deb and I have been working to identify areas where rules might need to be amended and added and will be working to draft a Resolution for consideration in the near future. A few of these items include headstone size, foundation size, number of burials allowed, and a review of the rates.

## Attachments

- Resolution 2018-06

## Recommended Motion

No motion needed.

City of Fennville  
Resolution 2018-06

**A Resolution to Adopt Cemetery Rules and Regulations**

At a regular meeting of the City Council for the City of Fennville, Fennville, Michigan, held at City Hall in Fennville, Michigan, on the 16<sup>th</sup> day of April, 2018 at 7:00 p.m.

PRESENT: Almquist, Brien, Cummins, Hayden, Machan, Suerth

ABSENT: Pantelleria

The following Resolution was offered by Commissioner Brien, and supported by Commissioner Machan.

WHEREAS, the City Commission last updated the rules and regulations for the cemetery in 2011; and

WHEREAS, since that time there have been improvements made to add a new section to the cemetery; and

WHEREAS, from time to time, it is beneficial for the City Commission to review the rules and regulations and made any necessary amendments.

NOW, THEREFORE BE IT RESOLVED; that the City of Fennville City Commissioners amend the Cemetery Rules and Regulations as shown in Exhibit A.

RECORD OF VOTE:

Yes: Almquist, Brien, Cummins, Hayden, Machan, Suerth

No: None

RESOLUTION DECLARED ADOPTED

Thomas Pantelleria, Mayor

**CERTIFICATE**

I, the undersigned, the duly qualified Clerk/Treasurer of the City of Fennville, Allegan County, State of Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Council of the City of Fennville, held on the 16<sup>th</sup> day of April, 2018, the original of which is on file in my office. Public notice of said meeting was given pursuant to and in full compliance with Act 267, Public Acts of 1976, as amended.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this \_\_\_ day of \_\_\_\_\_, 2018.

Deborah Perez, City Clerk/Treasurer

## EXHIBIT A

### CEMETERY RULES & REGULATIONS

1. No above ground monument or marker shall be erected or placed in Blocks 20, 21, 28 or 29.
2. In order that a landscaping scheme may be maintained, no fences or posts showing lot lines may be erected. Also, no change in ground level shall be made, nor shall any plantings be made on any lot, nor crushed stone is to be placed on any lot.
3. Glass containers are prohibited.
4. The use of wire or other devices to anchor flower vases, baskets, or other objects to the ground are prohibited.
5. No marker may be placed on any lot if there are any charges due on the purchase of the lot or if the grave-opening fees have not been paid.
6. No hoses or sprinkling of grass allowed except by City employees.
7. Granite, marble and bronze are the only materials allowed in the cemetery for markers, monuments and statues. All monuments, markers and statues must be placed in the marker row and have a concrete foundation installed by a City authorized representative and foundations must not exceed ground level.
8. All plantings must be in concrete or clay urns or movable metal baskets (No plastic urns allowed) and placed only in the marker row. (Not in front or back of the marker). Marker, urns and baskets must not exceed the width of the lot. (Cannot extend into alley between lots). The City will remove any urns that are not listed above as acceptable.
9. All movable containers must be removed from the cemetery by October 1 of each year. Any containers, other than concrete urns, will be removed by the City and destroyed.
10. November 15 to March 1 of each year is approved for winter wreaths in the cemetery; those not removed by March 1 will be removed by the City and destroyed.
11. The City may remove, without notice, all flowers or other decorations that in the determination of staff have become unsightly, a source of litter, or a maintenance problem.
12. Contact the City if you wish to plant a tree in memoriam. Areas for planting standard trees and flowering trees will be set aside.
13. The City disclaims any liability for damage done to personal property in the cemetery, with the exception of damage which the City Commission determines is attributable to City employees.
14. The City suggests lot owners contact their insurance company regarding coverage for cemetery markers.
15. The City Commission may make by-laws relative to the management and care of the cemetery and of markers and monuments.
16. The City of Fennville will not be available for grave openings on Sundays or City designated Holidays.
17. Please contact Fennville City Hall if you have any questions.