

Board Meeting: February 19th, 2025

Treasurer Report: Treasurer prepared transactions report for January 16<sup>th</sup>, 2025 through February 19<sup>th</sup> 2025.

**Approval is needed to pay expenditures for the township; see attached Account Reports for expenses. Checks with 2/19/2025 dates are post board approval payments; check with dates prior to this date were issued prior to board approval per Arlington Township General Policy Manual (e.g., utilities and payroll), or were previously approved by the Board.**

The ARPA MM account earned 140.48 interest January 2, 2025.

**Approval is needed that the remaining ARPA funds in the amount of \$140.48 be spent on the allowable use of revenue loss as allowed in the US treasury final rule and that the government service identified is employee wages and benefits allocated within the general fund during the period of performance which is March 3, 2021, to December 31, 2026.**

**Approval is needed to invest \$100,000 of General Fund Account (\$324,010.07) monies in Goldman Sachs Money Market Account (\$373,774.45).**

**Approval is needed for the following budget amendments.**

- **101101402 Current Real Prop Tax current budgeted amount of \$75,537.54 includes administrative fee for tax collection which now has a separate chart of accounts. Decrease budgeted amount by \$28,081.17, from \$75,537.54 to \$47,456.37.**
- **101101411 Del Real Property Tax needs to increase \$6,898.46, from \$1,476.19 to \$8,374.65.**
- **101101437 Tax Administrative Fee current budgeted amount needs to increase \$33,254.73 from \$0 to \$33,254.73.**
- **204446402 Current Prop Taxes needs to increase \$33,784.04 from \$104,439.56 to \$138,223.60.**
- **204446411 Delinq Prop Taxes needs to increase \$7,279.67 from \$17,112.73 to \$24,392.40.**
- **290672402 Current Prop Taxes needs to increase \$14,837.41 from \$54,156.27 to \$68,993.68**
- **290672411 Delinq Prop Taxes needs to increase \$3,301.74 from \$8,873.61 to \$12,175.35**
- **101101955 Misc expense, Twp Bd needs to increase \$375 from \$9,933.93 to \$10,308.93.**
- **213101476 MBLic - Lic & Fees needs to decrease \$186,900 from 486,000 to 299,100 since fees were decreased this year**
- **101223801 Acct/Aud fees-Finance needs to decrease \$605 from \$6,750 to \$6,145 and 213223801 Accounting Fees needs to increase \$605 from add \$6,750 to \$7,355**
- **204446801 Highways and Streets needs to increase \$34,893.71 from \$127,722.29 to \$162,616.**
- **290672801 Senior Services needs to increase \$18,139.15 from \$63,029.88 to \$81,169.03**

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Prior Month Statistics	General Fund	MBLic Fund
Beginning Balance	\$285,858.37	\$234,519.70
Monthly Receipts	\$ 67,270.34	\$ 2,600.98
Monthly Expenditures	\$ 18,921.73	\$ 22,266.40
Ending Balance	\$334,206.98	\$214,854.28

101101001 Sturgis Bank & Trust						
Date	Ref No.	Payee	Memo	Payment	Deposit	Account
01/16/2025			Land Division 015-005-10 Lanning		200.00	101101607 Transfer/Zon/Land Spl
01/16/2025	14019	Wreaths Accross America	10 Veteran Cemetery Wreaths (Small Bus)	170.00		101803801 Community Contrib
01/21/2025			2024 taxes posted 1.1-1.15 2025		20,456.77	
01/22/2025			ZCP App Stangl		20.00	101101607 Transfer/Zon/Land Spl
01/22/2025			ZCP App Mims 010-030-03		20.00	101101607 Transfer/Zon/Land Spl
01/23/2025	DebitCard	Debit Card Purchase/Clerk	Printer/Copy Paper 8.5*11 8 reams 4000 sheets	50.98		101253000 Treasurer Total:101253727 Office Sup, Treas
01/24/2025	DebitCard	Debit Card Purchase/Clerk	Power strip 3@12.99 ea + 6.99 S&H	45.96		
01/27/2025	ACH	Intuit Quickbooks	QBOA Inv#10001367566737 1.24.25-02.24.25 monthly payroll premium	175.00		
01/29/2025			Petersheim Land split		200.00	101101607 Transfer/Zon/Land Spl
01/29/2025			Refund Q32021 941 Fed Emp Tax		12.97	101101671 Other Revenue
01/30/2025			Bldg Permit 32791 52nd St		1,855.00	
01/31/2025			Interest Earned		276.67	101101664 Interest income
02/04/2025			Mech Inspec AT24026, AT25029/30		640.00	
02/04/2025	14020	Indiana MI Power	Street Lights1/31/2025 acct#04680785708	68.09		101450926 Street Lights
02/06/2025			2024 taxes posted 1.16-1.31 2025		4,590.03	
02/10/2025	14021	Danielle Golembiewski	Pay Period: 01/01/2025-01/31/2025	1,355.07		
02/10/2025	14022	Anne M. Lefor	Pay Period: 01/01/2025-01/31/2025	177.30		
02/10/2025	14023	Georgette Peterson	Pay Period: 01/01/2025-01/31/2025	1,164.02		
02/10/2025	14024	Jill S. Sanborn	Pay Period: 01/01/2025-01/31/2025	1,389.94		
02/10/2025	14025	LuAnn E Sell	Pay Period: 01/01/2025-01/31/2025	1,541.75		
02/10/2025	14026	Michelle L Sell	Pay Period: 01/01/2025-01/31/2025	177.30		
02/10/2025	14027	Jill S. Sanborn	Pay Period: 01/01/2025-01/31/2025 Payment Dec 2024 and Jan 2025	176.20		
02/10/2025		QuickBooks Payroll	Tax Payment	1,568.45		
02/11/2025			AF Grp Dividend 12.18.24		270.60	101101671 Other Revenue
02/11/2025	14028	Consumers Energy	Jan2025 Street lights	174.60		
02/12/2025	DebitCard	Debit Card Purchase/Clerk	USPS stamps	73.00		101253000 Treasurer Total:101253727 Office Sup, Treas
02/13/2025			Zoning Variance Request Stambaugh 28808 Hillside		300.00	101101607 Transfer/Zon/Land Spl
02/19/2025	14029	Rehmann LLC	Inv# RR 938589 9.3.24 onsite Accounting Consultant	1,800.00		101223801 Acct/Aud fees-Finance
02/19/2025	14030	C&R'S Out on a Limb Tree Care LLC	Inv#1-15012025 & 1-1022025 snow remove Jan 2025	1,900.00		
02/19/2025	14031	Van Buren Reminder	Mtg notices & ads Jan 2025	58.39		101101000 Twp Board Total:101101900 Printing & Pub-Twp Bd
02/19/2025	14032	Election Source	Inv#24-17511 Annual Maintenance & replace battery	394.95		
02/19/2025	14033	Georgette Peterson	Curtains & Rods new superv office	63.48		
02/19/2025	14034	LuAnn E Sell	reimburse coat hooks	25.38		
02/19/2025	14035	Walter DeVisser Jr.	Mech Inspec AT24026, AT25029/30	640.00		
02/19/2025	14036	Service Plus Office Supplies, LLC	Office Supplies	85.98		
02/19/2025	14037	Ryan Laylin	Jan 2025 ZA services	1,750.00		101721000 Plan & Zoning Total:101721801 Prof fees-Zoning
02/19/2025	14038	Michigan Department of Licensing and Regulatory Affairs	3rd Bldg Inspect Jan 2025 (no deposit from permit requestor for this invoice)	163.64		
02/19/2025	14039	B & J Lawn Service LLC	Feb 2025 Township Sexton Inv#2035	1,250.00		101276000 Cemetery Total:101276801 Contr Serv, Cemetery

213101001 MBLic Checking						
Date	Ref No.	Payee	Memo	Payment	Deposit	Account
01/22/2025	DebitCard	Debit Card Purchase/Clerk	USPS certified mailing	20.65		213101000 MBLic Twp Board Total:213101727 MBLic Office Supplies
01/31/2025			Interest Earned		100.98	213101664 Interest Income
02/10/2025	314	Ronald D. Klein	Pay Period: 01/01/2025-01/31/2025	215.84		
02/10/2025	315	Georgette Peterson	Pay Period: 01/01/2025-01/31/2025	475.74		
02/10/2025	316	Theodore R. Swanson	Pay Period: 01/01/2025-01/31/2025	215.84		
02/11/2025	317	Consumers Energy	Feb2025 Hall Electric	212.45		213265720 MBLic Bldg&Gnds Total:213265727 MBLic Twp Hall Util
02/19/2025	318	Doug Probyn	Twp Hall Cleaning 1.21.25-2.18.25	325.00		
02/19/2025	319	Michigan Municipal Risk Management Authority	MMRM Liab Ins Sep '24-25 3/2025 payment	3,256.25		
02/19/2025	320	U.S. Business Systems, Inc.	Inv#IN244514 Hall Copier/Scanner (Base rate 120.78 1.26.25-4.25.25; \$61.09 overage 10.26.24-1.25.25; admin fees \$6.66)	188.53		
02/19/2025	321	Landers Hardware	Jan 2025	15.96		
02/19/2025	322	MEC	Acct#7877200 Billdt: 2.7.25, Mar'25 internet & phone	152.37		
02/19/2025	323	Scott Graham PLLC	Jan 2025 legal services	9,730.00		213266801 MBLic Attorney Fees
02/19/2025	324	Jacob WoodburyMI Web Design & Development	Inv #615 2024 website dev svcs	349.00		
02/19/2025	325	Van Buren County Sheriff	Police Services & Mileage Jan2025 (INV#1838)	7,279.09		
02/19/2025	326	TeamLogic IT of Kalamazoo	Inv#24-01-13384 Feb2025	263.50		