



CITY OF MILAN
CITY COUNCIL AGENDA

MAY 11, 2020
7:30 P.M.

REGULAR MEETING
MUNICIPAL BUILDING

CALL TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL OF COUNCIL MEMBERS: Mayor Dominic Hamden ____, Councilpersons Dave Baldwin ____, Ann Gee ____, Douglas Gilson ____, Mary Kerkes ____, Edward Kolar ____, Jesse Nie ____.

OTHER OFFICERS PRESENT: City Administrator Karen Samborski ____, City Clerk Lavonna Wenzel ____, City Attorney Steven Mann ____, Police Chief Donald Tillery ____, City Treasurer Sarah Finch ____, Building/Zoning Craig Strong/Steve Bredernitz ____, MIS & Communications Director John Koehler ____, Parks & Recreation Director Ellen Bell ____, Main Street Director Jill Tewsley ____, DPW Director Stan Kirton ____, Fire Chief Robert Stevens ____.

APPROVAL OF AGENDA: May 11, 2020

Motion by Councilperson _____, seconded by Councilperson _____
Roll Call:

APPROVAL OF MINUTES: April 23, 2020 - Work Session
April 27, 2020 - Regular Meeting

Motion by Councilperson _____, seconded by Councilperson _____.
Roll Call:

CITIZENS MATTERS FROM THE FLOOR: (5-minute time limit per person)

- A. Residents:
- B. Non-Residents:

ITEMS FOR DISCUSSION:

Splash Pad Project Update

CONSENT AGENDA:

None

**CITY COUNCIL AGENDA
MAY 11, 2020
PAGE TWO**

MATTERS FOR ACTION

1. Approve Amendment to MERS Hybrid Pension Plan Adoption Agreement to Allow Employee Loans.

Motion by Councilperson _____, seconded by Councilperson _____ to approve Amendment as presented.

Roll Call:

BILLS PAYABLE AND PAYROLL: \$275,462.97

Motion by Councilperson _____, seconded by Councilperson _____

Roll Call:

CITIZENS MATTERS FROM THE FLOOR: (3-minute time limit per person)

A. Residents:

B. Non-Residents:

MAYOR, COUNCIL & STAFF REPORTS AND/OR COMMENTS:

NEXT REGULAR MEETING:

Tuesday, May 26, 2020 (Submission Deadline, May 20, 2020)

ADJOURNMENT: Motion to adjourn meeting at _____ P.M. by Councilperson _____ seconded by Councilperson _____.

All matters to be presented to Milan City Council for their review, consideration and/or action, must be submitted in writing no later than 4:00 p.m., the Wednesday preceding the date of the meeting (normally the second and fourth Mondays of each month).

Special Notes:

The City of Milan will provide reasonable auxiliary aids and services, such as signers for the hearing impaired, and audiotapes of printed materials being considered at the meeting to individuals with disabilities upon one week's notice to the City of Milan. Individuals with disabilities requiring auxiliary aids or services should contact the City of Milan by writing or calling the following:

Lavonna Wenzel, City Clerk
147 Wabash, Milan, Michigan 48160
Equal Opportunity Employer

**MINUTES OF A WORK SESSION OF THE MILAN CITY COUNCIL
HELD ON APRIL 23, 2020 AT 6:00 P.M.
VIA VIRTUAL ZOOM MEETING**

Mayor Hamden called the work session to order at 6:05 p.m.

COUNCIL MEMBERS PRESENT: Mayor Hamden, Pro-Tem Kolar, Council Members Baldwin, Gee, Kerkes, Nie, and Gilson-Excused.

OTHER OFFICERS PRESENT: City Administrator Samborski, City Treasurer Finch, City Clerk Wenzel, Police Chief Tillery, City Attorney Steve Mann, MIS/Communications Director Koehler, DPW Director Kirton.

OTHERS PRESENT: Lt. Jeremy Nieman, Don Rombach.

APPROVAL OF RESOLUTION 2020-07 - A RESOLUTION SUPPLEMENTING RESOLUTION 2020-06 RESOLUTION CONTINUING RULES FOR REMOTE ATTENDANCE BY COUNCIL MEMBERS AND MEMBERS OF THE PUBLIC AT REMOTE MEETINGS DUE TO CORONAVIRUS PANDEMIC.

Motion by Councilperson Kerkes, seconded by Councilperson Baldwin to adopt Resolution 2020-07.

Roll Call Vote: Ayes: Councilmember Gee, Kerkes, Kolar, Nie, Baldwin and Mayor Hamden.

Nays: Zero. Absent: Gilson.

Motion carried unanimously

AGENDA:

- A. Update on FY20/21 Proposed Budget Process and Projections due to COVID-19 impacts**
- B. Any matters that may legally come before council**

A discussion was held on the proposed FY2020/2021 budget process and projections due to COVID-19.

PUBLIC COMMENTS: None

ADJOURNMENT: Motion by Councilperson Gee, seconded by Councilperson Kerkes, to adjourn meeting at 7:19 P.M.

Dominic Hamden, Mayor

Lavonna Wenzel, Clerk

**MINUTES OF A VIRTUAL REGULAR MEETING OF THE MILAN CITY
COUNCIL HELD ON APRIL 27, 2020
VIA ZOOM MEETING, MILAN, MICHIGAN 48160**

Mayor Hamden called the meeting to order at 7:36 p.m.

COUNCIL MEMBERS PRESENT REMOTELY: Mayor Hamden, Pro-Tem Kolar, Council Members Baldwin, Gee, Gilson, Kerkes, and Nie.

OTHER REMOTE OFFICERS PRESENT: City Administrator Karen Samborski, City Treasurer Sarah Finch, City Clerk Lavonna Wenzel, City Attorney Steve Mann, Police Chief Donald Tillery, MIS/Communications Director John Koehler, and Parks and Recreation Director Ellen Bell, Building/Zoning Steve Bredernitz, Fire Chief Robert Stevens, Mainstreet Director Jill Tewsley, and DPW Director Stan Kirton.

OTHERS PRESENT VIRTUALLY: Lt. Jeremy Nieman, Kelly Irving, Martha, Joshua Berezow, Josh Kofflin, Dom Rombach, and Kelsea.

APPROVAL OF AGENDA: April 27, 2020

Motion to approve the agenda by Councilmember Gee, seconded by Councilmember Nie.

Roll Call Vote: Ayes: Councilmember Baldwin, Gee, Gilson, Kerkes, Kolar, Nie and Mayor Hamden.

Nays: Zero. Absent: Zero.

Motion carried unanimously

APPROVAL OF MINUTES: April 13, 2020 - Regular Meeting Minutes

Motion to approve the minutes by Councilmember Gilson, seconded by Councilmember Kolar.

Roll Call Vote: Ayes: Councilmember Gee, Gilson, Kerkes, Kolar, Nie, Baldwin, and Mayor Hamden.

Nays: Zero. Absent: Zero.

Motion carried unanimously

CITIZENS MATTERS FROM THE FLOOR: (5-minute time limit per person)

A. Residents: None

B. Non-Residents: None

SPECIAL PRESENTATION:

Mayor Hamden provided a summary of the FY 2020/2021 budget process and projections.

CONSENT AGENDA:

A. None

MATTERS FOR ACTION:

- 1. Approve Amendment to Lease Agreement between the City of Milan and Milan Children's Nursery to Temporarily Waive Rent.**

Motion to approve the Amendment by Councilmember Nie, seconded by Councilmember Kerkes.

Roll Call Vote: Ayes: Councilmember Gilson, Kerkes, Kolar, Nie, Baldwin, Gee, and Mayor Hamden.

Nays: Zero. Absent: Zero.

Motion carried unanimously



**CITY OF MILAN
STAFF REPORT
MEETING DATE: May 11, 2020**

TO: City Council
FROM: Karen Samborski, City Administrator
DATE: April 17, 2020
SUBJECT: Approve Amendment to MERS Hybrid Pension Plan Adoption Agreement to Allow Employee Loans

REASONS FOR COUNCIL CONSIDERATION:

To Approve Amendment to MERS Hybrid Pension Plan Adoption Agreement to Allow Employee Loans

FACTS:

The City's hybrid pension plan is with the Michigan Employees' Retirement System (MERS) and was not originally adopted to allow for employee loans. Department heads are the only participating employees. This amendment will permit employees to take out a loan on their contribution balance. There are strict perimeters outlined in the addendum and employees will pay back their loan via payroll deductions. Many employers allow employees to take out loans on their retirement plan and this has no financial impact or risk on the City's overall pension plan.

RECOMMENDED ACTION:

Approve Amendment to MERS Hybrid Pension Plan Adoption Agreement to Allow Employee Loans

MERS Hybrid Plan Adoption Agreement



1134 Municipal Way Lansing, MI 48917 | 800.767.6377 | Fax 517.703.9707

www.mersofmich.com

The Employer, a participating municipality or participating court within the State of Michigan that has adopted MERS coverage, hereby establishes the following MERS Hybrid Plan provided by MERS of Michigan, as authorized by 1996 PA 220 in accordance with the MERS Plan Document, as both may be amended, subject to the terms and conditions herein.

I. Employer Name _____ **Municipality #:** _____

If new to MERS, provide your municipality's/court's fiscal year: _____ through _____.
(Month) (Month)

II. Effective Date

Check one:

A. If this is the **initial** Adoption Agreement for this group, the effective date shall be the first day of _____, 20____.

This municipality or division is new to MERS, so vesting credit prior to the **initial** MERS effective date by each eligible employee shall be credited as follows (choose one):

Vesting credit from date of hire No vesting credit

This division is for new hires, rehires, and transfers of current Defined Benefit* division # _____ and/or current Defined Contribution division # _____

Closing this division will change future invoices to a flat dollar amount instead of a percentage of payroll, as provided in your most recent annual actuarial valuation. (The amount may be adjusted for any benefit modifications that may have taken place since then.)

Current active (defined benefit or Defined Contribution) employees (select one of the following and see [Plan Document](#), Section 70 for more information):

Will have a one-time opportunity to convert the value of their current defined benefit into a lump sum transferred to the Defined Contribution portion of Hybrid sum, or continue accruing service in the Defined Benefit. (Complete *MERS Hybrid Conversion Addendum*.)

Will have a one-time opportunity to cease service accrual in the current plan and transfer to the new Hybrid plan for future service accrual, or continue accruing service in the Defined Benefit. The deadline for employees to make their election is: ____/____/____

Will be required to cease service accrual in Defined Benefit and will transfer to Hybrid for future service accrual.

** By completing the section above, the Employer acknowledges receiving Projection Study (if applicable) results and understands the municipality's obligation to continue funding the liability associated with the closed Defined Benefit division.*

B. If this is an **amendment** of an existing Adoption Agreement (Hybrid division # _____), the effective date shall be the first day of _____, 20____. *Please note:* You only need to mark **changes** to your plan throughout the remainder of this Agreement.

MERS Hybrid Plan Adoption Agreement

C. If this is to **separate employees** from an existing Hybrid division

(existing division number(s) _____)

into a new Hybrid division, the effective date shall be the first day of _____, 20_____.

III. Eligible Employees

Only those Employees eligible for MERS membership may participate in the MERS Hybrid Plan. A copy of ALL employee enrollment forms must be submitted to MERS. The following groups of employees are eligible to participate:

(Name of Hybrid division – e.g. All Full Time Employees, or General after 7/10/13)

To receive one month of service credit (check one):

An employee shall work 10 _____ hour days

An employee shall work _____ hours in a month

All employees classified under eligible employees, whether full or part time, who meet this criteria must be reported to MERS. If you change your current day of work definition to be more restrictive, the new definition only applies to employees hired after the effective date.

To further define eligibility, check all that apply:

Probationary periods are allowed in one-month increments, no longer than 12 months. During this probationary period the Employer will not report or make contributions, and none will be due on behalf of the new employee retroactively. Service will begin after the probationary period has been satisfied.

The probationary period will be _____ month(s).

Temporary employees in a position normally requiring less than a total of 12 whole months of work in the position may be *excluded* from membership. These employees must be notified in writing by the participating municipality that they are excluded from membership within 10 business days of date of hire or execution of this Agreement.

The temporary exclusion period will be _____ month(s).

MERS Hybrid Plan Adoption Agreement

IV. Provisions

Employer Caps

- The Employer hereby elects to cap the annual contribution to Hybrid (total amount for both Defined Benefit and Defined Contribution portions) ____% of payroll. The employer will adjust its contribution to the DC portion of the plan based on the required contribution for the DB portion. An employee contribution will become required on the DB portion of the plan if the total employer contribution DB + DC portions has exceeded the cap with no employer contribution to the DC portion.
- The Employer hereby elects to cap the annual contribution to the Defined Benefit portion of Hybrid to ____% of payroll. An employee contribution will become required on the DB portion of the plan if the required employer contribution for the DB portion of the plan has exceeded the set cap (regardless of the employer contribution to the DC portion of the plan).

Hybrid – Defined Benefit Component Provisions

The Defined Benefit Provisions, once adopted, are irrevocable and shall not be later changed except for definition of compensation.

Valuation Date: _____, 20 ____

1. This Adoption Agreement will be implemented in conjunction with a current actuarial valuation certified by a MERS actuary or normal cost calculation created by MERS that sets contribution rates.
2. Annually, the MERS actuary will conduct an actuarial valuation to determine the employers' contribution rates for the Defined Benefit portion of Hybrid. Employers are responsible for payment of said contributions at the rate, in the form and at the time that MERS determines.
3. Benefit Multiplier
The multiplier shall be one of the following dependent upon the division's Social Security status:

Social Security Coverage	No Social Security Coverage
<input type="checkbox"/> 1.00%	<input type="checkbox"/> 1.00%
<input type="checkbox"/> 1.25%	<input type="checkbox"/> 1.25%
<input type="checkbox"/> 1.50%	<input type="checkbox"/> 1.50%
	<input type="checkbox"/> 1.75%
	<input type="checkbox"/> 2.00%
4. Final Average Compensation (FAC) shall be based on the highest consecutive 3 years
5. Vesting shall be 6 years

MERS Hybrid Plan Adoption Agreement

6. Compensation for the Defined Benefit Plan means the salary or wages paid to an employee for personal services rendered while a member of MERS. Compensation and any applicable employee contributions must be reported to MERS on a monthly basis.

Employers shall define compensation using the following options (choose one):

- Compensation including all items as allowed in the MERS Plan Document (Section 14).

If anything varies, specify here:

Included: _____

Excluded: _____

- Base wages only

If any items should be included, specify here:

Included: _____

- Medicare taxable wages as reported on W2

- Wages plus amounts otherwise not reported as gross compensation, such as elected amounts for Section 125(a) or 457(b) deferrals

7. Normal Retirement Age: _____ (any age from 60 – 70)

8. Early Normal Retirement with unreduced benefits

- Age 55-65 _____ with 25 years of service

Hybrid – Defined Contribution Component Provisions

1. Vesting (Check one):

- Immediate

- Cliff Vesting (fully vested after below number years of service)

1 year 2 years 3 years 4 years 5 years

- Graded Vesting

_____ % after 1 year of service

_____ % after 2 years of service

_____ % after 3 years of service (min 25%)

_____ % after 4 years of service (min 50%)

_____ % after 5 years of service (min 75%)

100 % after 6 years of service

Vesting will be credited using (check one):

- Elapsed time method – Employees will be credited with one vesting year for each 12 months of continuous employment from the date of hire.

- Hours reported method – Employees will be credited with one vesting year for each calendar year in which _____ hours are worked

In the event of disability or death while actively employed, an employee's (or his/her beneficiary's) entire employer contribution account shall be 100% vested.

MERS Hybrid Plan Adoption Agreement

2. Contributions

- a. Will be remitted according to Employer's payroll withholding which represents the actual period amounts are withheld from employee paychecks, or within the month during which amounts are withheld (check one):
- Weekly
 - Bi-Weekly (every other week)
 - Semi-Monthly (twice each month)
 - Monthly
 - Other (must specify) _____
- b. Required Employee Contribution Structure to DC (subject to Internal Revenue Code 415(c) limitations)
- Employees are required to contribute per payroll period, the percentage ____% OR flat dollar amount \$_____
 - Employees are required to contribute within the following range for each payroll: Percentage range from ____% to ____% OR dollar amount range \$_____ to \$_____
 - Direct Required Employee Contributions pre-tax
- c. Post-tax voluntary employee contributions are allowable into a Defined Contribution account subject to Section 415(c) limitations of the Internal Revenue Code.
- d. The Participating Employer may make matching contributions and/or non-matching contributions into the Defined Contribution plan based on an employee's voluntary election into the MERS 457 (or any other 457 qualified plan where MERS is the Defined Contribution administrator). Check *Matching*, *Non-Matching*, or *both* as applicable below:
- Matching Contributions**
Employer Contributions shall be made to match all or a portion of an employee's compensation deferred into this Program. The Employer elects the following matching contribution formula **(check and complete *Percentage* or *Flat Dollar* and *Employer Cap*, if applicable, below)**:
 - Percentage:** For each payroll period in which the employee deferred compensation into the Program, the Employer will contribute _____%.
For example, if an Employer elects a 50% match, then for every \$10 the employee defers to the Program, the Employer will contribute \$5 to the Program.
 - Flat Dollar:** For each payroll period in which the employee deferred at least \$ _____ to the Program, the Participating Employer will contribute \$ _____ per payroll period.
- Employer Cap:** The Employer elects to establish a cap on its matching contributions, so that the match amount cannot exceed a certain amount. The Employer hereby elects the following cap on its percentage matching contribution:
- Flat Dollar Cap:** In no event will matching contributions made on behalf of a employee exceed a flat dollar amount equal to \$ _____ per _____.
(pay period / year / etc.)

MERS Hybrid Plan Adoption Agreement

Cap Equal to Percentage of Total Compensation: In no event will matching contributions made on behalf of an employee exceed _____% of the employee's IRS Section 457(e)(5) includable compensation (gross income from the Employer).

Non-Matching Contributions

The Employer hereby elects to make contributions to the Program without regard to an employee's contribution to the Program. The Employer elects the following contribution formula (check one):

Annual Contributions: A one-time annual contribution of \$_____ OR _____% of compensation per employee.

\$ _____ or _____% of compensation per employee for each payroll period.

3. Compensation:

Employers may designate the definition of compensation per division participating in Defined Contribution pursuant to section 49 of the MERS Plan Document (check one):

- Medicare taxable wages reported in Box 5 of Form W-2
- All income subject to income tax reported in Box 1 of Form W-2, plus elective deferrals
- Compensation, for retirement purposes, is defined as base wages. Any of the following may be included:
 - Longevity pay
 - Overtime pay
 - Shift differentials
 - Pay for periods of absence from work by reason of vacation, holiday, and sickness
 - Workers' compensation weekly benefits (if reported and are higher than regular earnings)
 - A member's pre-tax contributions to a plan established under Section 125 of the IRC
 - Transcript fees paid to a court reporter
 - A taxable car allowance
 - Short term or long term disability payments
 - Payments for achievement of established annual (or similar period) performance goals
 - Payment for attainment of educational degrees from accredited colleges, universities, or for acquisition of job-related certifications
 - Lump sum payments attributable to the member's personal service rendered during the FAC period
 - Other: _____
 - Other 2: _____

NOTE: In any of the above elections, an employee's compensation shall not exceed the annual limit under section 401(a)(17) of the Internal Revenue Code.

4. **Loans:** shall be permitted shall not be permitted
If Loans are elected, please complete and attach the *MERS Hybrid Loan Addendum*.

5. **Rollovers** from qualified plans are permitted as set forth in the Hybrid Plan and the plan will account separately for pre-tax and post-tax contributions and earnings thereon.

MERS Hybrid Plan Adoption Agreement

V. Appointing MERS as the Plan Administrator

The Employer hereby agrees to the provisions of this *MERS Hybrid Plan Adoption Agreement* and appoints MERS as the Plan Administrator pursuant to the terms and conditions of the Plan. The Employer also agrees that in the event of any conflict between the MERS Plan Document and the MERS Hybrid Plan Adoption Agreement, the provisions of the Plan Document control.

VI. Modification of the terms of the Adoption Agreement

If the Employer desires to amend any of its elections contained in this Adoption Agreement, including attachments, the Governing Body or Chief Judge, by resolution or official action accepted by MERS, must adopt a new Adoption Agreement. The amendment of the new Agreement is not effective until approved by MERS.

VII. Enforcement

1. The Employer acknowledges that the Michigan Constitution of 1963, Article 9, Section 24, provides that accrued financial benefits arising under a public Employer's retirement plan are a contractual obligation of the Employer that may not be diminished or impaired, and prohibits the use of the Employer's required current service funding to finance unfunded accrued liabilities.
2. The Employer agrees that, pursuant to the Michigan Constitution, its obligations to pay required contributions are contractual obligations to its employees and to MERS and may be enforced in a court of competent jurisdiction;
3. In accordance with the Constitution and this Agreement, if at any time the balance standing to the Employer's credit in the reserve for employer contributions and DB benefit payments is insufficient to pay all service benefits due and payable to the entity's retirees and beneficiaries, the Employer agrees and covenants to promptly remit to MERS the amount of such deficiency as determined by the Retirement Board within thirty (30) days notice of such deficiency;
4. The Employer acknowledges that the DB wage and service reports are due monthly, and the employee contributions (if any) and Employer contributions are due and payable monthly, and must be submitted in accordance with the MERS Enforcement Procedure for Prompt Reporting and Payment, the terms of which are incorporated herein by reference;
5. The Employer acknowledges that employee contributions (if any) and employer contributions must be submitted in accordance with the MERS Enforcement Procedure for Prompt Reporting and Payment, the terms of which are incorporated herein by reference;
6. The Employer acknowledges that late or missed contributions will be required to be made up, including any applicable gains for the Defined Contribution portion of Hybrid, pursuant to the Internal Revenue Code;
7. Should the Employer fail to make its required contribution(s) when due, the retirement benefits due and payable by MERS on behalf of the entity to its retirees and beneficiaries may be suspended until the delinquent payment is received by MERS. MERS may implement any applicable interest charges and penalties pursuant to the MERS Enforcement Procedure for Prompt Reporting and Payment and Plan Document Section 79, and take any appropriate legal action, including but not limited to filing a lawsuit and reporting the entity to the Treasurer of the State of Michigan in accordance with MCL 141.1544(d), Section 44 of PA 436 of 2012, as may be amended;

MERS Hybrid Plan Adoption Agreement

8. It is expressly agreed and understood as an integral and non-severable part of this Agreement that Section 43 of the Plan Document shall not apply to this Agreement and its administration or interpretation. In the event any alteration of the terms or conditions of this Agreement is made or occurs, under Section 43 or other plan provision or law, MERS and the Retirement Board, as sole trustee and fiduciary of the MERS plan and its trust reserves, and whose authority is non-delegable, shall have no obligation or duty to administer (or to have administered) the Hybrid Plan, to authorize the transfer of any assets to the Hybrid Plan, or to continue administration by MERS or any third-party administrator of the Hybrid Plan.

VIII. Execution

Authorized Designee of Governing Body of Municipality or Chief Judge of Court

The foregoing Adoption Agreement is hereby approved by _____ on
the ____ day of _____, 20____. (Name of Approving Employer)

Authorized signature: _____

Title: _____

Received and Approved by the Municipal Employees' Retirement System of Michigan

Dated: _____, 20____ Signature: _____
(Authorized MERS Signatory)

**CITY OF MILAN
BILLS PAYABLE & PAYROLL
11-May-20**

PAYROLL:

5/1/20 Regular Payroll #880	\$83,402.96
5/1/20 Special Payroll #881	\$928.85

TOTAL PAYROLL	\$84,331.81
----------------------	--------------------

ACCOUNTS PAYABLE:

5/11/20 Accounts Payable	\$191,131.16
--------------------------	--------------

TOTAL PAYABLES	\$191,131.16
-----------------------	---------------------

GRAND TOTAL	<u><u>\$275,462.97</u></u>
--------------------	-----------------------------------

GL Number Invoice Line Desc Vendor Invoice Description Amount

Fund 101 GENERAL FUND					
Dept 171.000 ADMINISTRATIVE					
101-171.000-716.000	HOSP/DENTAL/MM/OPTICAL		MUTUAL OF OMAHA INSURANCE APRIL 2020	INSURANCE PREMIUM	107.52
101-171.000-716.000	HOSP/DENTAL/MM/OPTICAL		MUTUAL OF OMAHA INSURANCE MAY 2020	INSURANCE PREMIUM	107.52
			Total For Dept 171.000 ADMINISTRATIVE		215.04
Dept 209.000 ASSESSING					
101-209.000-716.000	HOSP/DENTAL/MM/OPTICAL		MUTUAL OF OMAHA INSURANCE APRIL 2020	INSURANCE PREMIUM	46.85
101-209.000-716.000	HOSP/DENTAL/MM/OPTICAL		MUTUAL OF OMAHA INSURANCE MAY 2020	INSURANCE PREMIUM	46.85
101-209.000-818.000	CONTRACTUAL SERVICES		WCA ASSESSING	ASSESSING SERVICES FOR MAY 2020	5,169.66
			Total For Dept 209.000 ASSESSING		5,263.36
Dept 260.000 TREASURER/FINANCE					
101-260.000-716.000	HOSP/DENTAL/MM/OPTICAL		MUTUAL OF OMAHA INSURANCE APRIL 2020	INSURANCE PREMIUM	301.05
101-260.000-716.000	HOSP/DENTAL/MM/OPTICAL		MUTUAL OF OMAHA INSURANCE MAY 2020	INSURANCE PREMIUM	113.70
			Total For Dept 260.000 TREASURER/FINANCE		414.75
Dept 263.000 INFORMATION TECHNOLOGY					
101-263.000-716.000	HOSP/DENTAL/MM/OPTICAL		MUTUAL OF OMAHA INSURANCE APRIL 2020	INSURANCE PREMIUM	82.90
101-263.000-716.000	HOSP/DENTAL/MM/OPTICAL		MUTUAL OF OMAHA INSURANCE MAY 2020	INSURANCE PREMIUM	82.90
101-263.000-819.000	COMPUTER SERVICES		BS&A SOFTWARE	ANNUAL SUPPORT FEE FOR SPECIAL ASSESS	767.00
101-263.000-850.000	COMMUNICATION		CDW GOVERNMENT, INC	SWITCH CABLE KIT/TRIPP SWITCH-IT DEPT	170.11
101-263.000-851.000	TELEPHONE EXPENSES		VERIZON WIRELESS	TELEPHONE EXPENSES 3/14-4/13/20	307.30
			Total For Dept 263.000 INFORMATION TECHNOLOGY		1,410.21
Dept 265.000 CITY HALL					
101-265.000-727.000	OFFICE SUPPLIES-MASTER		STAPLES BUSINESS CREDIT	VARIOUS OFFICE SUPPLIES FOR CITY HALL	111.13
101-265.000-802.000	LEGAL FEES		BARR, ANHUT & ASSOCIATES I	PROFESSIONAL SERVICES FOR APRIL 2020	1,524.00
101-265.000-818.000	CONTRACTUAL SERVICES		PREFERRED INTERPRETING SEI	CART INTERPRETING SERVICES CC 4/23/20	156.25
101-265.000-818.000	CONTRACTUAL SERVICES		PREFERRED INTERPRETING SEI	CART INTERPRETING SERVICES CC 4/13/20	125.00
101-265.000-818.000	CONTRACTUAL SERVICES		PREFERRED INTERPRETING SEI	CART INTERPRETING SERVICES CC 4/27/20	218.75
			Total For Dept 265.000 CITY HALL		2,135.13
Dept 267.000 BUILDING MAINTENANCE					
101-267.000-818.000	CONTRACTUAL SERVICES		R N A OF ANN ARBOR INC	JANITORIAL SERVICES FOR MAY 2020	1,700.00
101-267.000-936.000	REPAIR & MAINTENANCE-MASTER		ARAMARK	BLANKETS/MATS/MOPS-POLICE DEPT	371.78
101-267.000-936.000	REPAIR & MAINTENANCE-MASTER		ARAMARK	APRONS/MATS/MOP/ROLL & SHOP TOWELS/UNIF	128.05
101-267.000-936.000	REPAIR & MAINTENANCE-MASTER		R N A OF ANN ARBOR INC	TOILET TISSUE/MULTIFOLD PAPER TOWELS-CI	90.15
101-267.000-936.000	REPAIR & MAINTENANCE-MASTER		R N A OF ANN ARBOR INC	PAPER TOWELS/CAN LINERS FOR POLICE DEPT	160.32
			Total For Dept 267.000 BUILDING MAINTENANCE		2,450.30
Dept 301.000 POLICE					
101-301.000-716.000	HOSP/DENTAL/MM/OPTICAL		MUTUAL OF OMAHA INSURANCE APRIL 2020	INSURANCE PREMIUM	1,087.37
101-301.000-716.000	HOSP/DENTAL/MM/OPTICAL		MUTUAL OF OMAHA INSURANCE MAY 2020	INSURANCE PREMIUM	1,087.37
101-301.000-775.000	OTHER SUPPLIES		MILAN ACE HARDWARE	UPS SHIPPING CHARGES-POLICE DEPT	44.25
101-301.000-818.000	CONTRACTUAL SERVICES		OAKLAND COUNTY	CLEMIS LEADS ONLINE-POLICE DEPT	1,242.68
101-301.000-818.000	CONTRACTUAL SERVICES		OAKLAND COUNTY	CLEMIS FEES-JAN THROUGH MAR 2020	5,804.83
101-301.000-818.000	CONTRACTUAL SERVICES		US SIGNAL COMPANY, LLC	POINT TO POINT RADIO LINE-MAY 2020-POLI	350.00
101-301.000-941.000	OFFICE MACHINE LEASES		KONICA MINOLTA	3/12-4/11/20 COPY CHGS-POLICE DEPT	182.23
101-301.000-963.000	FIRE ARMS		MICHIGAN POLICE EQUIPMENT	9MM BULLETS FOR THE POLICE DEPT	183.00
			Total For Dept 301.000 POLICE		9,981.73
Dept 371.000 BUILDING DEPARTMENT					
101-371.000-716.000	HOSP/DENTAL/MM/OPTICAL		MUTUAL OF OMAHA INSURANCE APRIL 2020	INSURANCE PREMIUM	46.85
101-371.000-716.000	HOSP/DENTAL/MM/OPTICAL		MUTUAL OF OMAHA INSURANCE MAY 2020	INSURANCE PREMIUM	46.85

GL Number Invoice Line Desc Vendor Invoice Description Amount

Fund 101 GENERAL FUND					
Dept 371.000 BUILDING DEPARTMENT					
101-371.000-818.000	DANGEROUS BLDG		ORCHARD, HILTZ & MCCLIMENJ	GENERAL ENGINEERING SERVICES THROUGH 3/	618.75
			Total For Dept 371.000	BUILDING DEPARTMENT	712.45
Dept 441.000 DEPARTMENT OF PUBLIC WORKS					
101-441.000-716.000	HOSP/DENTAL/MM/OPTICAL		MUTUAL OF OMAHA	INSURANCE APRIL 2020 INSURANCE PREMIUM	43.64
101-441.000-716.000	HOSP/DENTAL/MM/OPTICAL		MUTUAL OF OMAHA	INSURANCE MAY 2020 INSURANCE PREMIUM	43.64
101-441.000-818.000	CONTRACTUAL SERVICES		ARAMARK	UNIFORMS FOR DPW	18.54
101-441.000-818.000	CONTRACTUAL SERVICES		ARAMARK	APRONS/MATS/MOP/ROLL & SHOP TOWELS/UNIF	33.27
101-441.000-818.000	CONTRACTUAL SERVICES		HEATH LAWN CARE	SERV FOR WK OF 5/17 & 5/24 WK #'S 12 &	5,484.62
101-441.000-921.000	ELECTRICITY		DTE	35 NECKEL CT-GAS-03/05-04/03/20	1,481.45
101-441.000-921.000	ELECTRICITY		DTE	13225 SANFORD RD-ELECT-3/20-4/20/20	14.00
101-441.000-921.000	ELECTRICITY		DTE	26 W MAIN ST-ELECT-3/25-4/24/20	150.30
101-441.000-921.000	ELECTRICITY		DTE	120 PARK LN-ELECT-3/25-4/24/20	37.48
101-441.000-921.000	ELECTRICITY		DTE	202 COUNTY ST-ELECT-3/26-4/27/20	94.93
101-441.000-921.000	ELECTRICITY		DTE	340 LAFAYETTE AVE-ELECT-3/26-4/26/20	80.13
101-441.000-922.000	LIBRARY/NURSERY/FIRE BARN UTILIT		DTE	50 NECKEL CT-ELECT-3/6-4/3/20	306.69
101-441.000-922.100	STREET LIGHTING		DTE	120 PARK LN-ELECT-3/6-4/3/20	26.27
101-441.000-922.100	STREET LIGHTING		DTE	24 TOLAN ST-ELECT-3/25-4/24/20	137.90
101-441.000-922.100	STREET LIGHTING		DTE	41 WABASH ST-ELECT-3/25/4/24/20	68.42
101-441.000-922.100	STREET LIGHTING		DTE	52 WABASH ST-ELECT-3/25-4/24/20	113.46
101-441.000-922.100	STREET LIGHTING		DTE	896 DEXTER ST-ELECT-3/26-4/27/20	144.85
101-441.000-922.100	STREET LIGHTING		DTE	1102 DEXTER ST-ELECT-3/26-4/27/20	67.23
101-441.000-922.100	STREET LIGHTING		DTE	898 DEXTER ST-ELECT-3/26-4/27/20	84.08
101-441.000-922.100	STREET LIGHTING		DTE	1104 DEXTER ST-ELECT-3/26-4/27/20	77.71
101-441.000-932.000	REPAIR & MAINTENANCE		CDW GOVERNMENT, INC	2 CAR ANTENNAS FOR THE POLICE DEPT	460.00
101-441.000-932.000	REPAIR & MAINTENANCE		MILAN ACE HARDWARE	HEADLIGHT LENS RESTORER-POLICE DEPT.	12.99
101-441.000-932.000	REPAIR & MAINTENANCE		MULLINS AUTO SUPPLY	CAR 3-18 OIL CHANGE-POLICE DEPT	30.57
			Total For Dept 441.000	DEPARTMENT OF PUBLIC WORKS	9,012.17
Dept 751.000 PARKS & RECREATION					
101-751.000-653.000	MISC RECREATION FEES		DONNA PREZIOTTI	REIMBURSEMENT FOR BABYSITTING COURSE	35.00
101-751.000-653.000	MISC RECREATION FEES		LAURA HALL	REIMBURSEMENT FOR BABYSITTING COURSE-3	105.00
101-751.000-653.000	MISC RECREATION FEES		LISA HASTINGS	REIMBURSEMENT FOR BABYSITTING COURSE	40.00
			Total For Dept 751.000	PARKS & RECREATION	180.00
Fund 202 MAJOR STREET FUND					
Dept 172.000			Total For Fund 101	GENERAL FUND	31,775.14
202-172.000-716.000	HOSP/DENTAL/MM/OPTICAL				
202-172.000-716.000	HOSP/DENTAL/MM/OPTICAL		MUTUAL OF OMAHA	INSURANCE APRIL 2020 INSURANCE PREMIUM	50.05
			MUTUAL OF OMAHA	INSURANCE MAY 2020 INSURANCE PREMIUM	50.05
			Total For Dept 172.000		100.10
Dept 474.000 TRAFFIC SERVICES					
202-474.000-821.000	TRAFFIC ANALYSIS PLATT/MAIN		ORCHARD, HILTZ & MCCLIMENJ	GENERAL ENGINEERING SERVICES THROUGH 3/	615.00
			Total For Dept 474.000	TRAFFIC SERVICES	615.00
Fund 203 LOCAL STREET FUND					
Dept 172.000			Total For Fund 202	MAJOR STREET FUND	715.10
203-172.000-716.000	HOSP/DENTAL/MM/OPTICAL				
203-172.000-716.000	HOSP/DENTAL/MM/OPTICAL		MUTUAL OF OMAHA	INSURANCE APRIL 2020 INSURANCE PREMIUM	50.05
			MUTUAL OF OMAHA	INSURANCE MAY 2020 INSURANCE PREMIUM	50.05

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
Fund 203 LOCAL STREET FUND				
Dept 172.000				100.10
			Total For Dept 172.000	100.10
Fund 226 RUBBISH COLLECTION				
Dept 521.000 SANITATION/COMPOST/RECYCLE				
226-521.000-818.000 CONTRACTUAL SERVICES			STEVENS DISPOSAL & RECYCLJ CONTRACTUAL SERVICES FOR MAY 2020	35,279.50
226-521.000-818.000 CONTRACTUAL SERVICES			STEVENS DISPOSAL & RECYCLJ DUMPFSTER SERVICE FOR MAY 2020	7,469.51
			Total For Dept 521.000 SANITATION/COMPOST/RECYCLE	42,749.01
Fund 405 CAPITAL PROJECT - SPLASH PAD				
Dept 900.000 CAPITAL OUTLAY/FIXED ASSET EXPENDITURES				
405-900.000-970.405 SPLASH PAD PROJECT EXPENDITURES			PENCHURA LLC SPLASH PAD EQUIP/FREIGHT	42,749.01
			Total For Dept 900.000 CAPITAL OUTLAY/FIXED ASSET EXPEN	74,250.00
Fund 592 WATER/SEWER FUND				
Dept 556.000 WATER - PRODUCTION				
592-556.000-716.000 HOSP/DENTAL/MM/OPTICAL			MUTUAL OF OMAHA INSURANCE APRIL 2020 INSURANCE PREMIUM	100.80
592-556.000-716.000 HOSP/DENTAL/MM/OPTICAL			MUTUAL OF OMAHA INSURANCE MAY 2020 INSURANCE PREMIUM	100.80
592-556.000-818.000 CONTRACTUAL SERVICES			ARAMARK UNIFORMS FOR DPW	18.54
592-556.000-818.000 CONTRACTUAL SERVICES			ARAMARK APRONS/MATS/MOP/ROLL & SHOP TOWELS/UNIF	33.27
592-556.000-818.000 CONTRACTUAL SERVICES			ORCHARD, HILTZ & MCCLIMENJ CITY OF MILAN GIS AS NEEDED SERV THROUC	500.00
592-556.000-818.000 PFAS WTR SYS REVIEW			ORCHARD, HILTZ & MCCLIMENJ GENERAL ENGINEERING SERVICES THROUGH 3/	167.50
592-556.000-922.000 LIBRARY/NURSERY UTILITIES			DTE 25 PARK LN-ELECT-3/25-4/24/20	35.91
592-556.000-922.000 LIBRARY/NURSERY UTILITIES			DTE 25 PARK LN-GAS-3/25-4/24/20	94.32
			Total For Dept 556.000 WATER - PRODUCTION	1,051.14
Dept 567.000 SEWER - TREATMENT				
592-567.000-716.000 HOSP/DENTAL/MM/OPTICAL			MUTUAL OF OMAHA INSURANCE APRIL 2020 INSURANCE PREMIUM	174.71
592-567.000-716.000 HOSP/DENTAL/MM/OPTICAL			MUTUAL OF OMAHA INSURANCE MAY 2020 INSURANCE PREMIUM	174.71
			Total For Dept 567.000 SEWER - TREATMENT	349.42
Dept 900.000 CAPITAL OUTLAY/FIXED ASSET EXPENDITURES				
592-900.000-970.556 TOTAL WATER			ORCHARD, HILTZ & MCCLIMENJ USDA PROGRAM SERVICES THROUGH 4/4/20	10,346.75
592-900.000-970.556 TOTAL MDOT WATER			ORCHARD, HILTZ & MCCLIMENJ USDA PROGRAM SERVICES THROUGH 4/4/20	8,770.75
592-900.000-970.556 CAPITAL OUTLAY/WATER DEPT.			ORCHARD, HILTZ & MCCLIMENJ UTILITY EXT DETAILED ENGINEERING THROUC	918.75
592-900.000-970.556 TOTAL WATER			ORCHARD, HILTZ & MCCLIMENJ USDA PROGRAM SERVICES THROUGH 3/7/20	3,995.00
592-900.000-970.556 TOTAL MDOT WATER			ORCHARD, HILTZ & MCCLIMENJ USDA PROGRAM SERVICES THROUGH 3/7/20	3,830.00
592-900.000-970.567 TOTAL SEWER			ORCHARD, HILTZ & MCCLIMENJ USDA PROGRAM SERVICES THROUGH 4/4/20	5,800.00
592-900.000-970.567 TOTAL SEWER			ORCHARD, HILTZ & MCCLIMENJ USDA PROGRAM SERVICES THROUGH 3/7/20	6,480.00
			Total For Dept 900.000 CAPITAL OUTLAY/FIXED ASSET EXPEN	40,141.25
			Total For Fund 592 WATER/SEWER FUND	41,541.81

INVOICE GL DISTRIBUTION REPORT
 EXP CHECK RUN DATES 04/29/2020 - 05/12/2020
 BOTH JOURNALIZED AND UNJOURNALIZED
 BOTH OPEN AND PAID

GL Number	Invoice Line Desc	Vendor	Invoice Description	Amount
Fund Totals:				
	Fund 101	GENERAL FUND		31,775.14
	Fund 202	MAJOR STREET FUND		715.10
	Fund 203	LOCAL STREET FUND		100.10
	Fund 226	RUBBISH COLLECT		42,749.01
	Fund 405	CAPITAL PROJEC		74,250.00
	Fund 592	WATER/SEWER FUND		41,541.81
	Total For All Funds:			191,131.16