

## VILLAGE OF PORT SANILAC 2019-2020 COMPENSATION and ANNUAL FEE SCHEDULE

### ACCRETED LAND

Requests for Council approval for property accretion- actual costs; materials, staff hours, (attorney fees if applicable)

Freedom of Information Act Labor Cost \$25.00 per hour

Return Check/Non-Sufficient Funds \$35.00

Garage Sale Permit \$1.00 (except on holiday weekend)

### COMPENSATION

Village Council Meeting Compensation:

President \$100.00 per Council & Special Council Meetings  
 Trustees \$ 75.00 per Council & Special Council Meetings  
 \$ 20.00 per Attendance at Committee Meetings  
 \$ 20.00 per Village Liaisons

Village Business Manager \$25,586.98/ yearly  
 Street Administrator \$ 2,566.92/yearly  
 DPW Manager \$ 8,529.00/yearly  
 DPW Water Project Oversight \$ 2,787.25/yearly  
 Treasurer \$ 1,040.40/monthly  
 Clerk \$ 637.50/bi-weekly + \$50.00 per meeting for minutes  
 Zoning Administrator \$ 321.58/monthly  
 Office Cleaner \$ 12.36/hourly/bi-weekly  
 Coordinator Public Safety \$ 300.00/month + up to \$75.00 expenses

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 two sided \$ .30  
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 Ordinance Book Copies \$ 60.00

### FINES

Municipal Civil- Infractions

Violation	1 <sup>st</sup> Offense	2 <sup>nd</sup> Offense	3 <sup>rd</sup> Offense	4 <sup>th</sup> Offense
Grade A	\$50.00	\$100.00	\$150.00	\$250.00
Grade B	\$100.00	\$150.00	\$225.00	\$300.00
Grade C	\$150.00	\$200.00	\$300.00	\$400.00
Grade D	\$250.00	\$300.00	\$400.00	\$500.00

6.620 Unless otherwise specifically designated, offenses designated as civil infractions in the Village of Port Sanilac Code of Ordinances shall be considered as Grade 1 violations. Each and every day that a violation continues unabated is deemed a separate offense. However, correction of the violation and payment of the fine within seven days of issuance shall be considered a non-violation

Copy of the schedule, as amended from time to time shall be posted at the Village Office.

**GENERAL**

32.02

Criminal Prosecution Rewards which will be set annually by the Village Council, to any civilian who provides information which directly results in the arrest and conviction of any person originally charged with:

- 1. Malicious destruction of property over \$100.00;
- 2. Breaking and entering;
- 3. Larceny over \$100.00; and/or
- 4. Larceny in a building.

**FIRE DEPARTMENT**

Fire Run	\$ 1,350.00 - Sanilac Township
Fire Run	\$ 1,350.00 - Village of Port Sanilac
Fire Run	\$ 1,350.00 - Forester Township
Personal Injury Accident (Billed by Village)	\$ 1,350.00 - one vehicle Fees split for more than one vehicle involved.

Cost recovery authorization and approval #34.27

The village may recover all assessable costs in connection with a public safety or fire emergency incident from any or all responsible parties, jointly or severally.

Down Wire Calls \$650.00

Garbage and Trash Penalty: #10.99 Code of Ordinances (not more than \$500.00 and costs of prosecution or imprisonment for not more than 90 days or both.

**WATER - GENERAL PROVISIONS**

Damages and violations

Council reserves the right, in its discretion, to cut off supply without notice and all back rents, damages and fees must be paid before the water will again be furnished.

Delinquent bills; Bills remaining unpaid for a period of over two quarters from their due date, a statement of the same shall be delivered by the Treasurer to the Assessor of the village and shall then become a lien upon the property and shall legally be assessed by the Assessor against the said property to be paid and collected as taxes.

Shut Offs:

The Village Council retains the right to shut off any water supplied in water mains outside of the corporate limits of the village because of any violation of this contract or any other contract made therefor.

In the event the property owner requests water service to be discontinued or the quarterly billing have also been discontinued, a new use/tap-in fee must be paid before Service is reinstated.

Tap in fees.

**WATER/SEWER/TRASH RATES**

Rates Per Residential Equivalent Unit (REU) - Non metered shall be billed and collection begin on the first day of January, April, July and October.

Water	\$ 55.00
Sewer	\$ 55.00
Water RRI (required for Bond 2 & 3)	\$ 5.60
Water Bond (current - 2024)	\$ 76.00
Annual Bond Reserve	\$ 2.35
Water Bond #2 - Series A \$1,025,000	\$ 12.00
Water Bond #3 - Series B \$90,000	\$ 2.20
Trash (383 customers)	\$ 53.15
Lagoon Debt	<u>\$ 52.00</u>
Total per quarter	\$313.30

Late fee on Water/Sewer/Trash bill 10%

**METERED RATES**

Commercial- Water Readiness to Serve Charge \$30.00 per premises/REU

Sewer Readiness to Serve Charge \$30.00 per premises/REU

Motels .25/REU per room X \$30.00 for Water Readiness to Serve Charge .25/REU per room X \$30.00 for Sewer Readiness to Serve Charge

**All Rates per 1000 gallons \$ 1.15/.00115 per gallon**

**SEWER & WATER TAP IN FEES**

Minimum charges below - add any additional actual costs (materials, man hours, equipment hours, & bookkeeping, etc.) due 30 days after completion of the tap.

Water and Sewer	Water only	Sewer only
¾ inch pipe \$2015.00	\$1,007.50	\$1,007.50
1-inch pipe \$3415.00	\$1,707.50	\$1,707.50
1 ½ inch pipe \$4415.00	\$2,207.50	\$2,207.50
2-inch pipe \$6615.00	\$3,307.50	\$3,307.50

**WATER SHUT OFF/ON**

During work hours 6:00 a.m. - 2:00 p.m. \$ 25.00

After work hours \$ 60.00

Water reconnection fee \$1,000.00

**WATER PURCHASED FROM THE VILLAGE**

0 - 5,000 gallons \$30.00 + \$5.00 Administration fee per fill

5,000 - 10,000 gallons \$60.00 + \$5.00 Administration fee per fill

10,000 - 15,000 gallons \$120.00 + \$5.00 Administration fee per fill

**MISCELLANEOUS**

**Nuisance grass & weed Removal**

Minimum of \$250.00 per cutting plus any additional actual costs (Materials, man hours, equipment hours, & bookkeeping, etc.) Notification - Publication local paper and/or letter by First Class mail.

**Rental Inspection Admin. Fee** \$ 15.00

**Mileage Reimbursement:** Reimbursement per current IRS Reimbursement Guidelines as issued annually by the IRS.

**SNOW REMOVAL**

**Private Drive Emergency Snow Removal Fees - Actual Costs for employees, equipment, etc.**

An administrative fee of 15% will be applied to the total of the invoiced amount to cover scheduling, billings and bookkeeping.

**PLANNING COMMISSION**

**Land Use Permits:**

Sheds, Decks, Porches and Fences	\$ 35.00
Swimming Pools and Ponds	\$ 45.00
Additions and attached garages to Residences	\$ 75.00
New Residences	\$100.00
Commercial and Industrial	\$125.00
Penalty for no permit	\$ 50.00

**Demolition Permits**

Residences	\$ 40.00
Commercial and Industrial	\$125.00

**Land Splits**

Land Split (first)	\$150.00
Additional Splits (for same property)	\$ 50.00 each

**Special Land Use Permit Request through Planning Commission**

Special Meeting	\$500.00
Regular Meeting	\$300.00
Sign Permit	\$ 35.00

**Public Hearing Minor Non-Conforming**

Special Meeting	\$500.00
Regular Meeting	\$300.00

**Zoning Amendment Request through Planning Commission**

Special Meeting	\$500.00
Regular Meeting	\$300.00

**Variance Request through the Village Council**

Special Meeting	\$750.00
Regular Meeting	\$550.00

**Zoning Board of Appeal through the Village Council as Board**

Special Meeting	\$750.00
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Regular Meeting	\$550.00
<b>Peddlers:</b> Permit required	\$40.00
<b>SEIZED PROPERTY STORAGE FEE</b>	
<b>Seizures &amp; Impoundment Release</b>	Fee up to \$125.00 determined by officer hours and document preparation
<b>Certified Mail Charge</b>	Current US Postal Service Charge
<b>Parking Tickets</b>	\$ 10.00 first offence \$ 20.00 second offence \$ 50.00 third offence within one year
<b>Creating Hazardous Condition</b>	Minor up to \$50.00 Moderate up to \$150.00 Serious up to \$250.00
<b>Loud Music</b>	\$ 25.00 first offence \$ 50.00 second offence \$ 75.00 third offence \$100.00 fourth offence

**AMENDMENTS**

Payments are required within 10 days.  
 Failure to pay any fines or fees after 10 days incurs a \$10.00 per month late fee.  
 Village of Port Sanilac Council adopted June 17, 2008.  
 Amended 11/18/08 IRS Mileage  
 Amended 1/6/09 Mileage rate 50.5 cents/mile  
 Amended 4/09 Mileage rate 55 cents / mile  
 Amended 6/16/09 by motion 6/16/09 w/s rates, Title placement and simplification of billing formulas.  
 Amended 7/21/09 added 1% raise for appointed officials.  
 Amended June 2010 added 2% raise for appointed officials and non-union employees,  
 Increased water bond to \$65.00, increased Land Use Permit to \$50.00, included all council meetings pay rates.  
 Amended 8/17/10 -Metered Commercial Properties with additional units such as apartments and/or businesses.  
 Amended 8/19/10 - Rental Unit or Residential Rental Deposit of quarterly bills to reflect increase in water bond of \$5.00.  
 Amended 11/16/10- Metered Commercial Properties with additional units such as **apartments and/or businesses.**  
 Amended 12/21/10 for addition of Lagoon Debt Fee of \$47.00 to quarterly bills and Rental Units or Residential Deposits of quarterly bills reflecting the additional 447.00 per quarter increase.  
 Amended 1/18/11 Removal of Finance Meeting of the Whole Meetings, correcting Street Administrator's bi-weekly amount, increasing Variance and Zoning Board of Appeals stipends, reducing mileage to \$.51/mile (IRS).  
 Amended 5/3/11 Addition of swimming pool & pond fees, addition of Per Diem pay for Council.

Amended 7/8/11 Increase of 2% to the Appointed Officials compensation.  
Amended 7/1/12 Increase of 2% to the Appointed Officials compensation.  
Decrease of Water rates, increase of Sewer rates. S/B Increase of Water rates, decrease of Sewer rates. Error corrected 12/3/12, Added Fire Runs and P.I. Accident Fees.  
Amended 7/1/13 1% wage increase  
Amended 7/1/14 1% wage increase  
Amended 7/1/15 1% wage increase  
Amended 1/7/16 Mileage rate \$ .56 cents/mile  
Amended 6/21/16 Fee Schedule 2016/2017  
Amended 7/1/16 1% wage increase/Budget  
Amended 1/17/2017 added REU definition  
Amended 1/17/2017 Changed billing and added collection dates  
Amended 6/20/17 Increase of 2% Appointed Officials, increase in water rates, decrease in mileage  
Amended 8/15/17 added "Water Purchased from the Village" section that was mistakenly omitted  
Amended 12/5/2017 Fire Chief & Asst Chief pay, added Forester Twp. & Village of Port Sanilac \$1,350.00 for Fire Runs & added Police Officer, Police Lieutenant & Director of Public Safety pay  
Amended 6/30/2018 increase in water and trash rates, increase of 2% for Appointed Officials, addition of DPW Water Project Oversight, DPW Manager, increase in mileage reimbursement  
Amended 6/18/2019 Increase of 2% for Appointed Officials, added Public Safety Coordinator, Increased return check, water and sewer usage fee, motel water and sewer readiness, added late fee for nonpayment of water/sewer/trash bill, increased land use permits, demolition permits and sign permits, added penalty for no permit, added public hearing non-conforming regular and special meeting, added peddler fee, took out police fee schedule.  
Amended 8/20/19 mileage reimbursement revised to .58 cents per mile  
Amended 9/3/19 Metered Rates Commercial water ready to service & sewer ready to serve increased to \$30.00 each  
Amended 11/5/19 added Land Splits  
Amended 1/21/2020 added line item DPW Water Project Oversight \$2,787.25/yearly  
Amended 2/4/2020 Reimbursement for mileage per current IRS Reimbursement Guidelines as issued annually by the IRS.  
Amended 3/17/2020 Freedom of Information Act Labor Cost \$25.00 per hour, Down Wire Calls \$650.00.

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