

BIG RAPIDS CHARTER TOWNSHIP BOARD
REGULAR MEETING TUESDAY, MARCH 5, 2019
BIG RAPIDS TOWNSHIP OFFICES, 14212 NORTHLAND DR.
BIG RAPIDS, MI 49307

AGENDA

CALL TO ORDER: 7:00 p.m. ROLL CALL: __Stanek,__ Fountain,__ Currie,
__ Bean,__ Everett,__ Geib,__ Merendino Pledge of Allegiance.

PUBLIC COMMENT

ADDITIONS TO AGENDA:

CORRESPONDENCE: Walton Erickson Public Library **ITEM A**

APPROVAL OF: February 5th meeting minutes: **ITEM B**

FINANCIAL

1. Treasurer Report January: **ITEM C**
2. Financial Report: **ITEM D**

APPROVAL OF BILLS:

1. Accounts Payable: **ITEM E**
2. Payroll: **ITEM F**

MONTHLY REPORTS:

1. Building/Planning Department: **ITEM G**
2. Cemetery and Grounds: **ITEM H**
3. Fire Department: **ITEM I**
4. Sewer Department: **ITEM J**
5. Water Department: **ITEM K**
6. Cemetery Task Force: **ITEM L**
7. Fire Committee: **ITEM M**
8. Supervisor: **ITEM N**
9. Other

UNFINISHED BUSINESS:

1. Fire Department SOP's continuation: **ITEM O**
2. Other:

NEW BUSINESS:

1. Other:

PUBLIC COMMENT:

ADJOURNMENT:

Big Rapids Charter Township will provide necessary and reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed material, if individuals with disabilities, upon five business days notice to the township. Individuals requiring auxiliary aids or services should contact Rene Fountain, Big Rapids Charter Township Clerk, 14212 Northland Drive, Big Rapids, Mi 49307- call 231 796 3603 or fax request to 231 796 2533.

Walton Erickson Public Library

Item "A"

4808 Northland Drive
Morley, MI 49336

Phone: 231-856-4298
Fax: 231-856-0307:
Ctaylor@morleystanwood.org



Rene Fountain, Clerk
Big Rapids Township
114212 Northland Drive
Big Rapids, MI 49307

Dear Big Rapids Township Board,

We want to thank you for your support our library now receives from you via mileage revenue.

The monies we have received thus far have been extremely useful in our operations and ability to service those in our community.

We may be small, but we feel we have a lot to offer and continually strive to improve and increase our services.

Enclosed is a brief summary of some of the things we have been up to/working on.

We invite any of you who have never been in our library to stop and see what we are all about.

Sincerely,

A handwritten signature in cursive script that reads "Cory Taylor".

Cory Taylor
Library Director

What's happening at Walton Erickson Public Library?

Fundraisers:

Our book sale in Nov.2018 was a success.

We had over 120 people attend and found new homes for approx.600 books and videos.

We are already talking about our plans to do another book sale this year.

We are also starting plans for a Silent Auction to be held the day of the Morley Stanwood Holiday Bazaar.

We have not had this type fundraiser for the past 2 years and are hoping to be able to offer more and different items than we had in previous years.

Events:

We will be hosting the Tuba Bach Musical Group to kick off our Summer Reading Program. Their production will feature the book Jungle Drums by: Graeme Base which is a wonderful children's book teaching acceptance of differences (others and one's own) and being kind to others of all types.

While we have not yet determined our Main Theme Title for our summer program, our plan is to have several sub-themes throughout which all relate to kindness ,acceptance, Anti-Bullying...etc. We have not set our dates for these programs yet, as we will wait for a better idea of when school year will end.

We are also planning to host an informational and public participation meeting on Abuse awareness in the fall. We will publicize more information on this when plans are finalized.

Automation:

We have signed a contract with Book Systems to provide Atrium Library Automation Management.

We will begin assigning barcodes to our books in the next few weeks as well as beginning to issue Library Membership cards to our patron.

We are excited to take this step and will focus our fall fundraiser on raising funds needed to keep the process going forward.

**BIG RAPIDS CHARTER TOWNSHIP BOARD
REGULAR MEETING TUESDAY, FEBRUARY 5, 2019
UNAPPROVED**

Item "B"

CALL TO ORDER: 7:00 p.m.

ROLL CALL: Stanek, Currie, Bean, Everett, Geib, Merendino present. Fountain absent.
All lead in the pledge of Allegiance.

PUBLIC COMMENT: Wendy Nystrom- Morgue open.

APPROVAL OF: January 8, 2019 meeting minutes: A motion to approve the January 8, 2019 meeting minutes as adjusted was made by Everett. Seconded by Bean. Motion passed unanimously.

January 15, 2019 meeting minutes: A motion to approve the January 15, 2019 meeting minutes was made by Everett. Seconded by Currie. Motion passed unanimously.

FINANCIAL

1. **December Treasurer Report:** Approved as printed.
2. **Financial Report:** Approved as printed.

APPROVAL OF BILLS:

1. **Accounts Payable:** A motion to approve accounts payable in the amount of \$46,571.53 checks #31431-31452, 4 EFTs 9930045-9930048 was made by Currie. Seconded by Geib. Motion passed unanimously on a roll call vote.
2. **Payroll:** A motion to approve payroll in the amount of \$19,613.69 checks #111500-#111545 and stub 13 noting check #111533 - #111538 voided due to printing error was made by Currie. Seconded by Everett. Motion passed unanimously on a roll call vote.

MONTHLY REPORTS:

1. **Building/Planning Department:**
2. **Cemetery and Grounds:**
3. **Fire Department:**
4. **Sewer Department:**
5. **Water Department:**
6. **Fire Committee:**
7. **Industrial Park Committee:**
8. **Planning Commission:**
9. **Supervisor:**
Approved as printed.

UNFINISHED BUSINESS:

1. **Zoning Ordinance Amendment Final Printed:** A motion to approve the Zoning Ordinance as printed changed recommended by the Planning Commission to the Zoning Ordinance as submitted was made by Everett. Seconded by Bean. Motion passed unanimously on a roll call vote.
2. **Fire Department Chassis:** A motion to loan the fire department \$100,000 to be paid back to the township \$25,000 a year for the next 4 years 2019, 2020, 2021 and 2022 was made by Currie. Seconded by Bean. Motion passed unanimously on a roll call vote.
A motion to follow the Fire Committee's recommendation to purchase a new chassis for the tender from Freightliner in the amount of \$92,962.00 with an additional cost of \$64,491.77 to transfer the tank was made by Currie. Seconded by Everett. Motion passed unanimously on a roll call vote.
3. **Employee Handbook changes:** A motion to approve changes to the Employee Handbook as presented was made by Currie. Seconded by Bean. Motion passed unanimously.

NEW BUSINESS:

1. **Recommendation to add Randy Buys to Fire Roster:** A motion to add Randy Buys to the Fire Roster was made by Currie. Seconded by Everett. Motion passed unanimously.
2. **2018 Annual Report from Planning Commission:** A motion to accept the Planning Commission Annual Report for 2018 was made by Bean. Seconded by Merendino. Motion passed unanimously.
3. **Website Options:** A motion to approve extending our current contract with I.T. Right to include the redesign of our web page in the amount of a one-time cost of \$4,400.00 with yearly hosting charges of \$500.00 was made by Everett. Seconded by Geib. Motion carried unanimously on a roll call vote.
4. **Generator service contract:** no action.
5. **Fire Department SOP's:** no action.
6. **Meeting with County, City and Ferris:** no action.

PUBLIC COMMENT: none.

ADJOURNMENT: 9:41 p.m.

02/28/2019 03:03 PM
 User: PENNY
 Job: Big Rapids Town

BANK RECONCILIATION FOR BIG RAPIDS TOWNSHIP
 Bank GEN (GENERAL TOWNSHIP CHECKING)
 FROM 01/01/2019 TO 01/31/2019
 Reconciliation Record ID: 82

Item "C"

GL Number	Description	Beginning Balance
101-000-001.000	Cash - Checking	545,885.78
101-000-001.001	Cash Non-Expendable	
203-000-001.000	CASH	132,230.32
204-000-001.000	CASH	(7,972.62)
206-000-001.000	Cash - Checking	113,642.36
212-000-001.000	Cash - Savings	
246-000-001.000	Cash - Savings	
249-000-001.000	Cash - Savings	122,162.32
271-000-001.000	CASH	3,110.92
301-000-001.000	Cash - Savings	
401-000-001.000	CASH	27,067.50
590-000-001.000	Cash - Savings	636,737.67
591-000-001.000	CASH	(182,137.27)
593-000-001.000	CASH	
701-000-001.000	Cash - Savings	
708-000-001.000	CASH	14,049.49
711-000-001.000	CASH	
711-000-001.100	HVC Cash Expendable	14,822.35
850-000-001.000	Cash - Savings	

Beginning GL Balance:	1,419,598.82
Add: Cash Receipts	317,724.05
Less: Cash Disbursements	(26,046.95)
Ending GL Balance:	1,711,275.92

GL Number	Description	Ending Balance
101-000-001.000	Cash - Checking	617,859.64
101-000-001.001	Cash Non-Expendable	
203-000-001.000	CASH	132,230.32
204-000-001.000	CASH	72,071.79
206-000-001.000	Cash - Checking	196,666.12
212-000-001.000	Cash - Savings	
246-000-001.000	Cash - Savings	
249-000-001.000	Cash - Savings	124,660.87
271-000-001.000	CASH	13,781.14
301-000-001.000	Cash - Savings	
401-000-001.000	CASH	27,567.50
590-000-001.000	Cash - Savings	679,645.54
591-000-001.000	CASH	(182,078.84)
593-000-001.000	CASH	
701-000-001.000	Cash - Savings	
708-000-001.000	CASH	14,049.49
711-000-001.000	CASH	
711-000-001.100	HVC Cash Expendable	14,822.35
850-000-001.000	Cash - Savings	

Ending GL Balance: 1,711,275.92

Ending Bank Balance: 1,616,760.53

Add: Deposits in Transit		
	02/01/2019 *Deposit ID: 257	101,342.88
	02/08/2019 *Deposit ID: 258	313.00
		101,655.88

Less: Outstanding Checks

AP Checks			
Check Date	Check Number	Name	Amount
05/03/2018	31069	DYKEMA GOSSETT PLLC	57.24
12/31/2018	31418	OLSSON CONCRETE CONSTRUCTION LLC	5,250.00
01/17/2019	31423	BIG RAPIDS TWP SEWER REC. FUND	43.12
01/17/2019	31426	DTE ENERGY	951.23
01/31/2019	1163	RENE FOUNTAIN	112.95

Payroll Checks

BANK RECONCILIATION FOR BIG RAPIDS TOWNSHIP
Bank GEN (GENERAL TOWNSHIP CHECKING)
FROM 01/01/2019 TO 01/31/2019
Reconciliation Record ID: 82

Check Date	Check Number	Name	Amount
12/31/2017	10970	BEAN, SUSAN	11.01
03/01/2018	11067	MYERS, AARON	43.41
03/02/2018	11068	FITZPATRICK, DUSTIN	13.86
09/01/2018	11318	BEAN, SUSAN	208.00
12/01/2018	11457	EVERETT, JERALD	128.47
12/31/2018	11497	EVERETT, JERALD	128.48
12/31/2018	11498	MERENDINO, CHRISTOPHER	192.72

Total - 12 Outstanding Checks: 7,140.49
Adjusted Bank Balance 1,711,275.92
Unreconciled Difference: 0.00

REVIEWED BY: Rene Fountaine Penny Currie DATE: _____
2/28/2019

Item "D"

02/28/2019 REVENUE AND EXPENDITURE REPORT FOR BIG RAPIDS TOWNSHIP
 PERIOD ENDING 03/31/2019
 % Fiscal Year Completed: 24.66

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BGD USED
		AMENDED BUDGET		03/31/2019	NORMAL (ABNORMAL)	MONTH 03/31/2019	NORMAL (ABNORMAL)	BALANCE		
Fund 101 - GENERAL OPERATING FUND										
Revenues										
Dept 000 - GENERAL										
101-000-402.000	Current Real Property Tax	185,000.00		126,215.77		0.00		58,784.23		68.22
101-000-441.000	Local Community Stabilization Share Tax	2,000.00		0.00		0.00		2,000.00		0.00
101-000-445.000	Penalties & Interest on Taxes	1,400.00		636.46		0.00		763.54		45.46
101-000-447.000	Property Tax Admin Fee	48,500.00		12,654.61		0.00		35,845.39		26.09
101-000-451.000	Business Licenses & Permits	19,500.00		4,718.25		0.00		14,781.75		24.20
101-000-574.000	State Shared Revenue	364,000.00		0.00		0.00		364,000.00		0.00
101-000-607.000	Ch. for Serv. (fees, zoning)	1,500.00		505.00		0.00		995.00		33.67
101-000-610.000	School Parcel Fee	6,200.00		0.00		0.00		6,200.00		0.00
101-000-628.000	Ch. for Serv. (copies, ordin.)	300.00		0.00		0.00		300.00		0.00
101-000-632.000	Ch. for Serv. (sale cem. lots)	4,000.00		0.00		0.00		4,000.00		0.00
101-000-634.000	Ch. for Serv. (grave op & cl)	12,000.00		0.00		0.00		12,000.00		0.00
101-000-635.000	Chg For Serv Cem Foun & Misc	3,500.00		0.00		0.00		3,500.00		0.00
101-000-640.000	Ch. for Serv. (lot splits)	500.00		300.00		0.00		200.00		60.00
101-000-664.000	Int. & Div. on Earnings	6,500.00		442.65		0.00		6,057.35		6.81
101-000-667.000	Rent&Exp Building Dept	7,200.00		0.00		0.00		7,200.00		0.00
101-000-668.000	Sign Rental	4,000.00		0.00		0.00		4,000.00		0.00
101-000-675.020	Cemetery Annuity - Division of Assets	52,000.00		0.00		0.00		52,000.00		0.00
101-000-676.000	Reimbursements	0.00		3,391.36		0.00		(3,391.36)		100.00
101-000-687.000	REFUNDS	500.00		0.00		0.00		500.00		0.00
101-000-697.000	Transfer from other Fund	50,000.00		0.00		0.00		50,000.00		0.00
Total Dept 000 - GENERAL		768,600.00		148,864.10		0.00		619,735.90		19.37
TOTAL REVENUES		768,600.00		148,864.10		0.00		619,735.90		19.37
Expenditures										
Dept 101 - TOWNSHIP BOARD										
101-101-702.000	Salary & Wages	7,000.00		1,166.64		583.32		5,833.36		16.67
101-101-702.020	Salary & Wages Clerical Help	24,970.00		4,161.60		2,080.80		20,808.40		16.67
101-101-710.000	Twp. Share Medicare Withholding	465.00		77.26		38.65		387.74		16.62
101-101-714.000	Health Insurance	4,410.00		1,309.57		0.00		3,100.43		29.70
101-101-715.000	Twp. Share Soc. Sec. Withholdg	1,985.00		330.34		165.17		1,654.66		16.64
101-101-715.015	Retirement	4,590.00		703.66		351.83		3,886.34		15.33
101-101-720.000	Medical Reimbursement	835.00		0.00		0.00		835.00		0.00
101-101-727.000	Office Supplies	800.00		305.36		199.80		494.64		38.17

GL NUMBER	DESCRIPTION	2019		ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	YTD BALANCE 03/31/2019	MONTH 03/31/2019 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE		
101-101-740.000	Operating Supplies	200.00	0.00	0.00	200.00	0.00	0.00	0.00
101-101-801.000	Professional Services	28,000.00	749.16	756.62	27,250.84	2.68	2.68	2.68
101-101-850.000	Communication	3,400.00	529.90	264.95	2,870.10	15.59	15.59	15.59
101-101-860.100	Transportation - Census	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
101-101-880.000	Community Promotion	600.00	0.00	0.00	600.00	0.00	0.00	0.00
101-101-881.000	FALL CLEAN-UP	7,500.00	0.00	0.00	7,500.00	0.00	0.00	0.00
101-101-900.000	Printing & Publishing	2,000.00	194.18	109.80	1,805.82	9.71	9.71	9.71
101-101-956.000	Miscellaneous	100.00	0.00	0.00	100.00	0.00	0.00	0.00
101-101-960.000	Education	1,500.00	0.00	0.00	1,500.00	0.00	0.00	0.00
101-101-965.000	Insurance & Bonds	9,000.00	183.87	0.00	8,816.13	2.04	2.04	2.04
101-101-975.000	Capital Outlay under \$10,000	1,000.00	0.00	0.00	1,000.00	0.00	0.00	0.00
Total Dept 101 - TOWNSHIP BOARD		100,355.00	9,711.54	4,550.94	90,643.46	9.68	9.68	9.68
Dept 171 - SUPERVISOR								
101-171-702.000	Salary & Wages	25,000.00	4,166.66	2,083.33	20,833.34	16.67	16.67	16.67
101-171-702.010	Salary & Wages Deputy	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00
101-171-702.040	Salary & Wages Cemetery	5,000.00	833.34	416.67	4,166.66	16.67	16.67	16.67
101-171-702.300	Health Insurance Buyout	1,800.00	300.00	150.00	1,500.00	16.67	16.67	16.67
101-171-710.000	Twp. Share Medicare Withholding	500.00	76.85	38.42	423.15	15.37	15.37	15.37
101-171-715.000	Twp. Share Soc. Sec. Withholdg	2,100.00	328.60	164.30	1,771.40	15.65	15.65	15.65
101-171-715.015	Retirement	5,250.00	874.50	437.25	4,375.50	16.66	16.66	16.66
101-171-720.000	Medical Reimbursement	1,500.00	0.00	0.00	1,500.00	0.00	0.00	0.00
101-171-727.000	Office Supplies	100.00	5.99	0.00	94.01	5.99	5.99	5.99
101-171-740.000	Operating Supplies	100.00	0.00	0.00	100.00	0.00	0.00	0.00
101-171-801.000	Professional Services	400.00	0.00	0.00	400.00	0.00	0.00	0.00
101-171-850.100	Cell Phone	360.00	0.00	0.00	360.00	0.00	0.00	0.00
101-171-860.000	Transportation	400.00	0.00	0.00	400.00	0.00	0.00	0.00
101-171-960.000	Education	1,000.00	349.00	349.00	651.00	34.90	34.90	34.90
101-171-975.000	Capital Outlay under \$10,000	500.00	0.00	0.00	500.00	0.00	0.00	0.00
Total Dept 171 - SUPERVISOR		46,010.00	6,934.94	3,638.97	39,075.06	15.07	15.07	15.07
Dept 215 - CLERK								
101-215-702.000	Salary & Wages	31,500.00	5,250.00	2,625.00	26,250.00	16.67	16.67	16.67
101-215-702.010	Salary & Wages Deputy	3,700.00	216.00	0.00	3,484.00	5.84	5.84	5.84
101-215-702.040	Salary & Wages Cemetery	7,700.00	1,283.34	641.67	6,416.66	16.67	16.67	16.67
101-215-702.300	Health Insurance Buyout	1,800.00	300.00	150.00	1,500.00	16.67	16.67	16.67
101-215-710.000	Twp. Share Medicare Withholding	650.00	102.21	49.54	547.79	15.72	15.72	15.72
101-215-715.000	Twp. Share Soc. Sec. Withholdg	2,775.00	437.06	211.84	2,337.94	15.75	15.75	15.75
101-215-715.015	Retirement	6,765.00	1,127.50	563.75	5,637.50	16.67	16.67	16.67
101-215-720.000	Medical Reimbursement	1,500.00	112.95	0.00	1,387.05	7.53	7.53	7.53
101-215-727.000	Office Supplies	700.00	20.30	9.51	679.70	2.90	2.90	2.90
101-215-740.000	Operating Supplies	250.00	139.12	0.00	110.88	55.65	55.65	55.65
101-215-801.000	Professional Services	2,000.00	862.00	862.00	1,138.00	43.10	43.10	43.10
101-215-850.000	Cell Phone Reimbursement	360.00	0.00	0.00	360.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDTG USED
		AMENDED BUDGET	03/31/2019	NORMAL (ABNORMAL)	03/31/2019	MONTH 03/31/2019	NORMAL (ABNORMAL)	BALANCE		
101-215-960.000	Education	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	
101-215-975.000	Capital Outlay under \$10,000	500.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	
Total Dept 215 - CLERK		61,200.00	9,850.48		5,113.31	51,349.52			16.10	
Dept 247 - BOARD OF REVIEW										
101-247-702.000	Salary & Wages	900.00	0.00	0.00	0.00	900.00	0.00	0.00	0.00	
101-247-710.000	Twp. Share Medicare Withholding	15.00	0.00	0.00	0.00	15.00	0.00	0.00	0.00	
101-247-715.000	Twp. Share Soc. Sec. Withholdg	60.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00	
101-247-900.000	Printing & Publishing	75.00	0.00	0.00	0.00	75.00	0.00	0.00	0.00	
101-247-960.000	Education	200.00	0.00	0.00	0.00	200.00	0.00	0.00	0.00	
Total Dept 247 - BOARD OF REVIEW		1,250.00	0.00		0.00	1,250.00			0.00	
Dept 253 - TREASURER										
101-253-702.000	Salary & Wages	31,200.00	5,200.00		2,600.00	26,000.00		16.67		
101-253-702.010	Salary & Wages Deputy	3,850.00	939.60		496.80	2,910.40		24.41		
101-253-710.000	Twp. Share Medicare Withholding	510.00	89.01		44.89	420.99		17.45		
101-253-714.000	Health Insurance	6,925.00	1,540.74		0.00	5,384.26		22.25		
101-253-715.000	Twp. Share Soc. Sec. Withholdg	2,175.00	380.67		192.02	1,794.33		17.50		
101-253-715.015	Retirement	5,180.00	858.00		429.00	4,322.00		16.56		
101-253-720.000	Medical Reimbursement	1,195.00	0.00		0.00	1,195.00		0.00		
101-253-727.000	Office Supplies	1,000.00	618.15		0.00	381.85		61.82		
101-253-740.000	Operating Supplies	700.00	118.65		0.00	581.35		16.95		
101-253-801.000	Professional Services	4,750.00	678.00		678.00	4,072.00		14.27		
101-253-975.000	Capital Outlay under \$10,000	2,000.00	0.00		0.00	2,000.00		0.00		
Total Dept 253 - TREASURER		59,485.00	10,422.82		4,440.71	49,062.18		17.52		
Dept 257 - ASSESSOR										
101-257-727.000	SUPPLIES	100.00	0.00		0.00	100.00		0.00		
101-257-740.000	Operating Supplies	200.00	0.00		0.00	200.00		0.00		
101-257-801.000	Professional Services	3,500.00	2,541.48		2,141.48	958.52		72.61		
101-257-801.005	Contractual Assessor	39,500.00	6,066.66		3,033.33	33,433.34		15.36		
101-257-801.006	Tax Tribunal Appeals	1,000.00	0.00		0.00	1,000.00		0.00		
Total Dept 257 - ASSESSOR		44,300.00	8,608.14		5,174.81	35,691.86		19.43		
Dept 262 - ELECTIONS										
101-262-702.000	SALARY AND WAGES	1,800.00	0.00		0.00	1,800.00		0.00		
101-262-727.000	SUPPLIES	150.00	0.00		0.00	150.00		0.00		
101-262-740.000	Operating Supplies	1,650.00	0.00		0.00	1,650.00		0.00		
101-262-900.000	Printing & Publishing	100.00	79.30		79.30	20.70		79.30		
101-262-960.000	Education	250.00	0.00		0.00	250.00		0.00		
Total Dept 262 - ELECTIONS		3,950.00	79.30		79.30	3,870.70		2.01		
Dept 265 - TOWNSHIP HALL & GROUNDS										
101-265-702.000	Salary & Wages	2,200.00	0.00		0.00	2,200.00		0.00		

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	03/31/2019	MONTH 03/31/2019	03/31/2019	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDGT	
			NORMAL (ABNORMAL)		NORMAL (ABNORMAL)				USED	
101-265-702.200	Salary & Wages Snowplowing	400.00	298.38	131.25	101.62	74.60				
101-265-710.000	Twp. Share Medicare Withholding	40.00	4.32	1.90	35.68	10.80				
101-265-715.000	Twp. Share Soc. Sec. Withholdg	165.00	18.50	8.14	146.50	11.21				
101-265-715.015	Retirement	0.00	41.77	18.38	(41.77)	100.00				
101-265-740.000	Operating Supplies	200.00	122.50	0.00	77.50	61.25				
101-265-801.000	Professional Services	500.00	0.00	0.00	500.00	0.00				
101-265-920.000	Public Utilities	4,500.00	797.45	0.00	3,702.55	17.72				
101-265-930.000	Repair & Maintenance	2,600.00	295.00	35.00	2,305.00	11.35				
101-265-932.000	Grounds maintenance	800.00	153.17	122.50	646.83	19.15				
101-265-956.000	Miscellaneous	100.00	0.00	0.00	100.00	0.00				
101-265-978.000	Capital Outlay \$10,000 and above	20,000.00	0.00	0.00	20,000.00	0.00				
	Total Dept 265 - TOWNSHIP HALL & GROUNDS	31,505.00	1,731.09	317.17	29,773.91	5.49				
Dept 276 - TOWNSHIP CEMETERIES										
101-276-702.000	Salary & Wages	12,000.00	0.00	0.00	12,000.00	0.00				
101-276-702.015	Salary & Wages Mangement	23,000.00	503.13	297.50	22,496.87	2.19				
101-276-702.016	Salary & Wages Clerical Mangement	8,500.00	4,221.88	1,750.00	4,278.12	49.67				
101-276-702.100	SALARY & WAGES: UNEMPLOYMENT	4,800.00	0.00	0.00	4,800.00	0.00				
101-276-702.200	Salary & Wages Snowplowing	400.00	298.38	131.25	101.62	74.60				
101-276-710.000	Twp. Share Medicare Withholding	650.00	72.85	31.60	577.15	11.21				
101-276-714.000	Health Insurance	7,200.00	1,925.91	0.00	5,274.09	26.75				
101-276-715.000	Twp. Share Soc. Sec. Withholdg	2,750.00	311.45	135.08	2,438.55	11.33				
101-276-715.015	Retirement	5,250.00	703.28	305.03	4,546.72	13.40				
101-276-720.000	Medical Reimbursement	1,500.00	0.00	0.00	1,500.00	0.00				
101-276-727.000	Office Supplies	300.00	0.00	0.00	300.00	0.00				
101-276-740.000	Operating Supplies	4,000.00	51.25	51.25	3,948.75	1.28				
101-276-801.000	Professional Services	2,000.00	0.00	0.00	2,000.00	0.00				
101-276-801.010	MANPOWER	2,000.00	0.00	0.00	2,000.00	0.00				
101-276-801.020	PROF. SERVICES GRAVE OPENING/CLOSING	10,000.00	0.00	0.00	10,000.00	0.00				
101-276-850.000	Communication	1,000.00	219.96	0.00	780.04	22.00				
101-276-850.100	Cell Phone	360.00	0.00	0.00	360.00	0.00				
101-276-860.000	Transportation	100.00	0.00	0.00	100.00	0.00				
101-276-900.000	Printing & Publishing	100.00	0.00	0.00	100.00	0.00				
101-276-920.000	Public Utilities	2,500.00	321.71	0.00	2,178.29	12.87				
101-276-930.000	Repair & Maintenance	7,000.00	689.62	658.95	6,310.38	9.85				
101-276-933.000	Snowplowing	350.00	0.00	0.00	350.00	0.00				
101-276-960.000	Education	500.00	0.00	0.00	500.00	0.00				
101-276-965.000	Insurance & Bonds	3,000.00	272.78	0.00	2,727.22	9.09				
101-276-971.000	Re Purchase Cemetery Lots	500.00	0.00	0.00	500.00	0.00				
101-276-975.000	Capital Outlay under \$10,000	2,000.00	0.00	0.00	2,000.00	0.00				
101-276-978.000	Capital Outlay \$10,000 and above	25,000.00	0.00	0.00	25,000.00	0.00				
	Total Dept 276 - TOWNSHIP CEMETERIES	126,760.00	9,592.20	3,360.66	117,167.80	7.57				

Dept 446 - HIGHWAYS & STREETS

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED BUDGET	03/31/2019	NORMAL (ABNORMAL)	03/31/2019	INCREASE (DECREASE)	MONTH 03/31/2019		
101-446-801.000	Professional Services	2,000.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00
101-446-805.000	Contractual Services Roads	180,000.00	0.00	0.00	0.00	0.00	0.00	180,000.00	0.00
Total Dept 446 - HIGHWAYS & STREETS		182,000.00	0.00	0.00	0.00	0.00	0.00	182,000.00	0.00
Dept 448 - STREET LIGHTS									
101-448-920.000	Public Utilities	9,500.00	1,392.36	0.00	37.21	37.21	0.00	8,107.64	14.66
Total Dept 448 - STREET LIGHTS		9,500.00	1,392.36	0.00	37.21	37.21	0.00	8,107.64	14.66
Dept 450 - IND. PARK INFRASTRUCTURE									
101-450-990.100	Ind. Park Infrastructure	50,100.00	0.00	0.00	0.00	0.00	0.00	50,100.00	0.00
Total Dept 450 - IND. PARK INFRASTRUCTURE		50,100.00	0.00	0.00	0.00	0.00	0.00	50,100.00	0.00
Dept 721 - PLANNING COMMISSION									
101-721-702.000	SALARY AND WAGES	8,160.00	1,360.00	0.00	680.00	680.00	0.00	6,800.00	16.67
101-721-702.030	Salary & Wages Per Diems	3,250.00	206.00	0.00	0.00	0.00	0.00	3,044.00	6.34
101-721-710.000	Twp. Share Medicare Withholding	165.00	22.72	0.00	9.86	9.86	0.00	142.28	13.77
101-721-715.000	Twp. Share Soc. Sec. Withholding	710.00	97.07	0.00	42.16	42.16	0.00	612.93	13.67
101-721-715.015	Retirement	1,120.00	190.40	0.00	95.20	95.20	0.00	929.60	17.00
101-721-740.000	Operating Supplies	100.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00
101-721-801.000	Professional Services	3,000.00	10,000.00	0.00	0.00	0.00	0.00	(7,000.00)	333.33
101-721-860.000	MILEAGE	300.00	0.00	0.00	0.00	0.00	0.00	300.00	0.00
101-721-900.000	Printing & Publishing	500.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00
101-721-960.000	Education	1,000.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00
Total Dept 721 - PLANNING COMMISSION		18,305.00	11,876.19	0.00	827.22	827.22	0.00	6,428.81	64.88
Dept 728 - ECONOMIC-INDUSTRIAL DEVELOPMT									
101-728-801.000	Professional Services	500.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00
101-728-880.000	Community Promotion	4,200.00	0.00	0.00	0.00	0.00	0.00	4,200.00	0.00
101-728-930.000	Repair & Maintenance	200.00	0.00	0.00	0.00	0.00	0.00	200.00	0.00
Total Dept 728 - ECONOMIC-INDUSTRIAL DEVELOPMT		4,900.00	0.00	0.00	0.00	0.00	0.00	4,900.00	0.00
Dept 751 - PARKS & RECREATION									
101-751-702.000	Salary & Wages	600.00	0.00	0.00	0.00	0.00	0.00	600.00	0.00
101-751-702.015	Salary & Wages Management	1,000.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00
101-751-702.070	Park Supvr	2,575.00	0.00	0.00	0.00	0.00	0.00	2,575.00	0.00
101-751-710.000	Twp. Share Medicare Withholding	60.00	0.00	0.00	0.00	0.00	0.00	60.00	0.00
101-751-715.000	Twp. Share Soc. Sec. Withholdg	260.00	0.00	0.00	0.00	0.00	0.00	260.00	0.00
101-751-740.000	Operating Supplies	500.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00
101-751-920.000	Public Utilities	300.00	25.40	0.00	0.00	0.00	0.00	274.60	8.47
101-751-930.000	Repair & Maintenance	800.00	0.00	0.00	0.00	0.00	0.00	800.00	0.00
Total Dept 751 - PARKS & RECREATION		6,095.00	25.40	0.00	0.00	0.00	0.00	6,069.60	0.42
TOTAL EXPENDITURES		745,715.00	70,224.46	0.00	27,540.30	27,540.30	0.00	675,490.54	9.42

GL NUMBER	DESCRIPTION	2019		YTD BALANCE 03/31/2019	ACTIVITY FOR MONTH 03/31/2019		AVAILABLE BALANCE	% BDTG USED
		AMENDED BUDGET	NORMAL (ABNORMAL)		INCREASE (DECREASE)	NORMAL (ABNORMAL)		
Fund 101 - GENERAL OPERATING FUND:								
TOTAL REVENUES		768,600.00	148,864.10		0.00	619,735.90	19.37	
TOTAL EXPENDITURES		745,715.00	70,224.46		27,540.30	675,490.54	9.42	
NET OF REVENUES & EXPENDITURES		22,885.00	78,639.64		(27,540.30)	(55,754.64)	343.63	
Fund 203 - PERRY STREET CORRIDOR SIDEWALK								
Revenues								
Dept 000 - GENERAL								
203-000-665.000	SPECIAL ASSESSMENT INTEREST	4,000.00	20,267.43		0.00	(16,267.43)	506.69	
203-000-672.000	Special Assessment	50,000.00	17,209.65		0.00	32,790.35	34.42	
Total Dept 000 - GENERAL		54,000.00	37,477.08		0.00	16,522.92	69.40	
TOTAL REVENUES		54,000.00	37,477.08		0.00	16,522.92	69.40	
Expenditures								
Dept 444 - SIDEWALKS								
203-444-991.050	LOAN PAYMENT (to revolving loan fund)	50,000.00	0.00		0.00	50,000.00	0.00	
203-444-996.050	INTEREST (to revolving loan fund)	4,000.00	0.00		0.00	4,000.00	0.00	
Total Dept 444 - SIDEWALKS		54,000.00	0.00		0.00	54,000.00	0.00	
TOTAL EXPENDITURES		54,000.00	0.00		0.00	54,000.00	0.00	
Fund 203 - PERRY STREET CORRIDOR SIDEWALK:								
TOTAL REVENUES		54,000.00	37,477.08		0.00	16,522.92	69.40	
TOTAL EXPENDITURES		54,000.00	0.00		0.00	54,000.00	0.00	
NET OF REVENUES & EXPENDITURES		0.00	37,477.08		0.00	(37,477.08)	100.00	
Fund 204 - MUNICIPAL STREET FUND								
Revenues								
Dept 000 - GENERAL								
204-000-405.000	B.R.T. Road Millage	215,000.00	151,460.35		0.00	63,539.65	70.45	
Total Dept 000 - GENERAL		215,000.00	151,460.35		0.00	63,539.65	70.45	
TOTAL REVENUES		215,000.00	151,460.35		0.00	63,539.65	70.45	
Expenditures								
Dept 446 - HIGHWAYS & STREETS								
204-446-805.000	Contractual Services	215,000.00	0.00		0.00	215,000.00	0.00	
Total Dept 446 - HIGHWAYS & STREETS		215,000.00	0.00		0.00	215,000.00	0.00	

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	NORMAL (ABNORMAL)	03/31/2019	NORMAL (ABNORMAL)	MONTH 03/31/2019	NORMAL (ABNORMAL)	BALANCE	% BDGT
TOTAL EXPENDITURES		215,000.00	0.00	0.00	0.00	0.00	0.00	215,000.00	0.00
Fund 204 - MUNICIPAL STREET FUND:									
TOTAL REVENUES		215,000.00	151,460.35	0.00	0.00	0.00	0.00	63,539.65	70.45
TOTAL EXPENDITURES		215,000.00	0.00	0.00	0.00	0.00	0.00	215,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	151,460.35	0.00	0.00	0.00	0.00	(151,460.35)	100.00
Fund 206 - FIRE FUND									
Revenues									
Dept 000 - GENERAL									
206-000-403.000	Current Real Property Tax	215,000.00	151,460.35	0.00	0.00	0.00	0.00	63,539.65	70.45
206-000-582.000	Contribution Mecosta Co. F.R.	15,000.00	5,802.88	0.00	0.00	0.00	0.00	9,197.12	38.69
206-000-664.000	Int. & Div. on Earnings	500.00	442.65	0.00	0.00	0.00	0.00	57.35	88.53
Total Dept 000 - GENERAL		230,500.00	157,705.88	0.00	0.00	0.00	0.00	72,794.12	68.42
TOTAL REVENUES		230,500.00	157,705.88	0.00	0.00	0.00	0.00	72,794.12	68.42
Expenditures									
Dept 336 - FIRE DEPARTMENT									
206-336-702.000	Salary & Wages	48,000.00	8,002.43	0.00	0.00	4,000.85	0.00	39,997.57	16.67
206-336-702.025	Salary & Wages Reports	1,200.00	180.00	0.00	0.00	108.00	0.00	1,020.00	15.00
206-336-702.030	Salary & Wages Preincident Surveys	3,000.00	225.00	0.00	0.00	0.00	0.00	2,775.00	7.50
206-336-702.050	Salary & Wages First Responder	20,000.00	3,334.18	0.00	0.00	1,666.98	0.00	16,665.82	16.67
206-336-702.080	Chief Salary & Wages	12,500.00	2,179.62	0.00	0.00	1,089.81	0.00	10,320.38	17.44
206-336-702.085	Ass't Chiefs Salary & Wages	10,000.00	1,625.50	0.00	0.00	812.75	0.00	8,374.50	16.26
206-336-702.200	Salary & Wages Snowplowing	500.00	298.38	0.00	0.00	131.25	0.00	201.62	59.68
206-336-710.000	Twp. Share Medicare Withholding	1,375.00	229.72	0.00	0.00	113.19	0.00	1,145.28	16.71
206-336-715.000	Twp. Share Soc. Sec. Withholdg	5,875.00	982.40	0.00	0.00	484.19	0.00	4,892.60	16.72
206-336-715.015	Retirement	0.00	41.77	0.00	0.00	18.37	0.00	(41.77)	100.00
206-336-727.000	Office Supplies	1,500.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00
206-336-740.000	Operating Supplies	15,500.00	5,221.59	0.00	0.00	928.42	0.00	10,278.41	33.69
206-336-801.000	Professional Services	0.00	242.00	0.00	0.00	121.00	0.00	(242.00)	100.00
206-336-850.000	Communication	2,750.00	471.08	0.00	0.00	237.68	0.00	2,278.92	17.13
206-336-860.000	Transportation	100.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00
206-336-880.000	Community Promotion	1,000.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00
206-336-900.000	Printing & Publishing	100.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00
206-336-920.000	Public Utilities	10,000.00	2,250.78	0.00	0.00	49.02	0.00	7,749.22	22.51
206-336-930.000	Repair & Maintenance	14,000.00	4,300.00	0.00	0.00	35.00	0.00	9,700.00	30.71
206-336-935.000	Bldg. & Grounds Repair & Maintenance	3,800.00	129.44	0.00	0.00	129.44	0.00	3,670.56	3.41
206-336-956.000	Miscellaneous	100.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00
206-336-958.000	Membership & Dues	500.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00
206-336-960.000	Education	4,000.00	0.00	0.00	0.00	0.00	0.00	4,000.00	0.00

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	NORMAL (ABNORMAL)	03/31/2019	MONTH 03/31/2019	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDGT
206-336-965.000	Insurance & Bonds	28,500.00	856.65		0.00		27,643.35		3.01
206-336-975.000	Capital Outlay under \$10,000	20,800.00	5,347.52		5,347.52		15,452.48		25.71
Total Dept 336 - FIRE DEPARTMENT		205,100.00	35,918.06		15,273.47		169,181.94		17.51
TOTAL EXPENDITURES		205,100.00	35,918.06		15,273.47		169,181.94		17.51
Fund 206 - FIRE FUND:									
TOTAL REVENUES		230,500.00	157,705.88		0.00		72,794.12		68.42
TOTAL EXPENDITURES		205,100.00	35,918.06		15,273.47		169,181.94		17.51
NET OF REVENUES & EXPENDITURES		25,400.00	121,787.82		(15,273.47)		(96,387.82)		479.48
Fund 212 - LIQUOR LAW ENFORCEMENT FUND									
Revenues									
Dept 000 - GENERAL									
212-000-574.000	State Shared Revenue	5,600.00	0.00		0.00		5,600.00		0.00
Total Dept 000 - GENERAL		5,600.00	0.00		0.00		5,600.00		0.00
TOTAL REVENUES		5,600.00	0.00		0.00		5,600.00		0.00
Expenditures									
Dept 330 - LIQUOR LAW ENFORCEMENT									
212-330-801.000	Professional Services	5,600.00	0.00		0.00		5,600.00		0.00
Total Dept 330 - LIQUOR LAW ENFORCEMENT		5,600.00	0.00		0.00		5,600.00		0.00
TOTAL EXPENDITURES		5,600.00	0.00		0.00		5,600.00		0.00
Fund 212 - LIQUOR LAW ENFORCEMENT FUND:									
TOTAL REVENUES		5,600.00	0.00		0.00		5,600.00		0.00
TOTAL EXPENDITURES		5,600.00	0.00		0.00		5,600.00		0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00		0.00		0.00		0.00
Fund 246 - TOWNSHIP IMPROV REV. FUND									
Revenues									
Dept 000 - GENERAL									
246-000-663.000	Received from Sidewalk Fund	50,000.00	0.00		0.00		50,000.00		0.00
246-000-664.000	Int. & Div. on Earnings	4,000.00	0.00		0.00		4,000.00		0.00
Total Dept 000 - GENERAL		54,000.00	0.00		0.00		54,000.00		0.00
TOTAL REVENUES		54,000.00	0.00		0.00		54,000.00		0.00

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	NORMAL (ABNORMAL)	03/31/2019	NORMAL (ABNORMAL)	MONTH 03/31/2019	INCREASE (DECREASE)	BALANCE	% BDGT	
									USED	
Expenditures										
Dept 000 - GENERAL										
246-000-996.100	Interest Payment	4,000.00	0.00	0.00	0.00	0.00	0.00	4,000.00	0.00	0.00
246-000-999.000	Trans to other fund	50,000.00	0.00	0.00	0.00	0.00	0.00	50,000.00	0.00	0.00
Total Dept 000 - GENERAL		54,000.00	0.00	0.00	0.00	0.00	0.00	54,000.00	0.00	0.00
TOTAL EXPENDITURES										
		54,000.00	0.00	0.00	0.00	0.00	0.00	54,000.00	0.00	0.00
Fund 246 - TOWNSHIP IMPROV REV. FUND:										
TOTAL REVENUES										
		54,000.00	0.00	0.00	0.00	0.00	0.00	54,000.00	0.00	0.00
TOTAL EXPENDITURES										
		54,000.00	0.00	0.00	0.00	0.00	0.00	54,000.00	0.00	0.00
NET OF REVENUES & EXPENDITURES										
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund 249 - BUILDING INSPECTION FUND										
Revenues										
Dept 000 - GENERAL										
249-000-608.000	Ch. for Serv.Fees/Bldg.Permits	60,375.00	4,750.00	0.00	0.00	0.00	0.00	55,625.00	7.87	0.00
249-000-664.000	Int. & Div. on Earnings	50.00	0.00	0.00	0.00	0.00	0.00	50.00	0.00	0.00
249-000-676.000	Reimbursements	0.00	339.37	0.00	0.00	0.00	0.00	(339.37)	100.00	0.00
Total Dept 000 - GENERAL		60,425.00	5,089.37	0.00	0.00	0.00	0.00	55,335.63	8.42	0.00
TOTAL REVENUES										
		60,425.00	5,089.37	0.00	0.00	0.00	0.00	55,335.63	8.42	0.00
Expenditures										
Dept 371 - BUILDING INSPECTION DEPARTMENT										
249-371-702.000	Salary & Wages	10,000.00	1,464.97	720.07	0.00	0.00	0.00	8,535.03	14.65	0.00
249-371-702.020	Salary & Wages Clerical Help	11,750.00	1,958.40	979.20	0.00	0.00	0.00	9,791.60	16.67	0.00
249-371-703.000	Salary & Wages Electrical Insp	6,100.00	735.80	473.50	0.00	0.00	0.00	5,364.20	12.06	0.00
249-371-704.000	Salary & Wages Plbg-Mech Insp	8,600.00	1,197.00	250.60	0.00	0.00	0.00	7,403.00	13.92	0.00
249-371-705.000	SAL & WAGES SITE PLAN REVIEW	4,500.00	200.00	0.00	0.00	0.00	0.00	4,300.00	4.44	0.00
249-371-710.000	Twp.Share Medicare Withholding	595.00	80.57	35.15	0.00	0.00	0.00	514.43	13.54	0.00
249-371-714.000	Health Insurance	2,580.00	616.34	0.00	0.00	0.00	0.00	1,963.66	23.89	0.00
249-371-715.000	Twp.Share Soc. Sec. Withholdg	2,540.00	344.48	150.25	0.00	0.00	0.00	2,195.52	13.56	0.00
249-371-715.015	Retirement	1,620.00	274.18	137.09	0.00	0.00	0.00	1,345.82	16.92	0.00
249-371-720.000	Medical Reimbursement	400.00	0.00	0.00	0.00	0.00	0.00	400.00	0.00	0.00
249-371-727.000	Office Supplies	200.00	106.19	100.20	0.00	0.00	0.00	93.81	53.10	0.00
249-371-740.000	Operating Supplies	200.00	0.00	0.00	0.00	0.00	0.00	200.00	0.00	0.00
249-371-801.000	Professional Services	500.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00
249-371-850.100	Cell Phone	540.00	30.00	15.00	0.00	0.00	0.00	510.00	5.56	0.00
249-371-860.000	Transportation	2,000.00	180.96	105.56	0.00	0.00	0.00	1,819.04	9.05	0.00
249-371-900.000	Printing & Publishing	150.00	0.00	0.00	0.00	0.00	0.00	150.00	0.00	0.00
249-371-940.000	Rent & Expenses	7,200.00	0.00	0.00	0.00	0.00	0.00	7,200.00	0.00	0.00

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED BUDGET	03/31/2019	MONTH 03/31/2019	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE		
TOTAL REVENUES		0.00	3,000.00	0.00	0.00	(3,000.00)	100.00		
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00		
NET OF REVENUES & EXPENDITURES		0.00	3,000.00	0.00	0.00	(3,000.00)	100.00		
Fund 590 - SEWER FUND									
Revenues									
Dept 000 - GENERAL									
590-000-539.010	SAW GRANT	30,000.00	0.00	0.00	0.00	30,000.00	0.00	0.00	0.00
590-000-625.000	TAP IN FEES	15,000.00	0.00	0.00	0.00	15,000.00	0.00	0.00	0.00
590-000-626.000	Charg. for Serv. (utilities)	595,000.00	95,892.28	0.00	0.00	499,107.72	16.12	0.00	16.12
590-000-627.000	Penalty on Delinquent Utility Bills	5,000.00	1,221.21	0.00	0.00	3,778.79	24.42	0.00	24.42
590-000-664.000	Int. & Div. on Earnings	3,000.00	929.21	0.00	0.00	2,070.79	30.97	0.00	30.97
590-000-676.000	Reimbursements	0.00	109.67	0.00	0.00	(109.67)	100.00	0.00	100.00
Total Dept 000 - GENERAL		648,000.00	98,152.37	0.00	0.00	549,847.63	15.15	0.00	15.15
TOTAL REVENUES		648,000.00	98,152.37	0.00	0.00	549,847.63	15.15		
Expenditures									
Dept 521 - SEWER FUND									
590-521-702.000	Salary & Wages	8,000.00	1,333.34	666.67	666.67	6,666.66	16.67	0.00	16.67
590-521-702.200	Salary & Wages Snowplowing	500.00	298.38	131.25	131.25	201.62	59.68	0.00	59.68
590-521-710.000	Twp. Share Medicare Withholding	125.00	23.67	11.58	11.58	101.33	18.94	0.00	18.94
590-521-714.000	Health Insurance	1,775.00	385.17	0.00	0.00	1,389.83	21.70	0.00	21.70
590-521-715.000	Twp. Share Soc. Sec. Withholdg	530.00	101.17	49.47	49.47	428.83	19.09	0.00	19.09
590-521-715.015	Retirement	1,320.00	261.78	128.38	128.38	1,058.22	19.83	0.00	19.83
590-521-720.000	Medical Reimbursement	310.00	0.00	0.00	0.00	310.00	0.00	0.00	0.00
590-521-727.000	Office Supplies	800.00	141.75	0.00	0.00	658.25	17.72	0.00	17.72
590-521-740.000	Operating Supplies	1,200.00	294.89	0.00	0.00	905.11	24.57	0.00	24.57
590-521-775.000	Repair & Maintenance Supplies	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00
590-521-801.000	Professional Services	15,000.00	520.00	185.00	185.00	14,480.00	3.47	0.00	3.47
590-521-801.050	Miss Diggs	4,000.00	140.00	70.00	70.00	3,860.00	3.50	0.00	3.50
590-521-804.000	Contract Payment to City B.R.	332,000.00	48,455.84	0.00	0.00	283,544.16	14.60	0.00	14.60
590-521-805.000	Contractual Services	30,000.00	3,813.34	1,906.67	1,906.67	26,186.66	12.71	0.00	12.71
590-521-805.100	Extra Contractual Services	20,000.00	1,387.00	129.00	129.00	18,613.00	6.94	0.00	6.94
590-521-836.000	Refunds	575.00	0.00	0.00	0.00	575.00	0.00	0.00	0.00
590-521-900.000	Printing & Publishing	100.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00
590-521-920.000	Public Utilities	32,000.00	4,940.33	53.28	53.28	27,059.67	15.44	0.00	15.44
590-521-930.000	Repair & Maintenance	26,000.00	634.07	0.00	0.00	25,365.93	2.44	0.00	2.44
590-521-933.000	Snowplowing	600.00	0.00	0.00	0.00	600.00	0.00	0.00	0.00
590-521-935.000	Bldg. & Grounds Repair & Maintenance	350.00	0.00	0.00	0.00	350.00	0.00	0.00	0.00
590-521-958.000	Membership & Dues	340.00	0.00	0.00	0.00	340.00	0.00	0.00	0.00
590-521-960.000	Education	500.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED BUDGET	NORMAL (ABNORMAL)	03/31/2019	NORMAL (ABNORMAL)	MONTH 03/31/2019	INCREASE (DECREASE)		
590-521-965.000	Insurance & Bonds	2,400.00	0.00					2,400.00	0.00
590-521-967.001	SAW GRANT	30,000.00	2,823.60			376.00		27,176.40	9.41
590-521-968.000	Depreciation	79,000.00	0.00			0.00		79,000.00	0.00
590-521-975.000	Capital Outlay under \$10,000	4,000.00	0.00			0.00		4,000.00	0.00
590-521-978.000	Capital Outlay \$10,000 and above	20,000.00	19,980.00			19,980.00		20.00	99.90
Total Dept 521 - SEWER FUND		612,425.00	85,534.33			23,687.30		526,890.67	13.97
TOTAL EXPENDITURES		612,425.00	85,534.33			23,687.30		526,890.67	13.97
Fund 590 - SEWER FUND:									
TOTAL REVENUES		648,000.00	98,152.37			0.00		549,847.63	15.15
TOTAL EXPENDITURES		612,425.00	85,534.33			23,687.30		526,890.67	13.97
NET OF REVENUES & EXPENDITURES		35,575.00	12,618.04			(23,687.30)		22,956.96	35.47
Fund 591 - WATER FUND									
Revenues									
Dept 000 - GENERAL		1,600.00	135.95			0.00		1,464.05	8.50
591-000-626.000	Charg. for Serv. (utilities)	1,600.00	135.95			0.00		1,464.05	8.50
Total Dept 000 - GENERAL		1,600.00	135.95			0.00		1,464.05	8.50
TOTAL REVENUES		1,600.00	135.95			0.00		1,464.05	8.50
Expenditures									
Dept 536 - WATER									
591-536-702.200	Salary & Wages Snowplowing	200.00	298.38			131.25		(98.38)	149.19
591-536-710.000	Twp. Share Medicare Withholding	5.00	4.33			1.90		0.67	86.60
591-536-715.000	Twp. Share Soc. Sec. Withholding	15.00	18.49			8.13		(3.49)	123.27
591-536-715.015	Retirement	0.00	41.77			18.37		(41.77)	100.00
591-536-740.000	Operating Supplies	1,500.00	0.00			0.00		1,500.00	0.00
591-536-775.000	Repair & Maintenance Supplies	200.00	0.00			0.00		200.00	0.00
591-536-801.000	Professional Services	300.00	0.00			0.00		300.00	0.00
591-536-805.000	Contractual Services	12,500.00	2,083.34			1,041.67		10,416.66	16.67
591-536-920.000	Public Utilities	7,200.00	1,608.34			981.88		5,591.66	22.34
591-536-930.000	Repair & Maintenance	2,000.00	30.66			0.00		1,969.34	1.53
591-536-968.000	Depreciation	4,200.00	0.00			0.00		4,200.00	0.00
Total Dept 536 - WATER		28,120.00	4,085.31			2,183.20		24,034.69	14.53
TOTAL EXPENDITURES		28,120.00	4,085.31			2,183.20		24,034.69	14.53
Fund 591 - WATER FUND:									
TOTAL REVENUES		1,600.00	135.95			0.00		1,464.05	8.50
TOTAL EXPENDITURES		28,120.00	4,085.31			2,183.20		24,034.69	14.53

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	2019	NORMAL (ABNORMAL)	03/31/2019	MONTH 03/31/2019	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDGT USED
NET OF REVENUES & EXPENDITURES		(26,520.00)		(3,949.36)		(2,183.20)		(22,570.64)		14.89
Fund 594 - 2013 Debt Refunding/Debit Retirement										
Revenues										
Dept 000 - GENERAL										
594-000-664.000	Int. & Div. on Earnings	0.00		8.71		0.00		(8.71)		100.00
594-000-672.000	Special Assessment	53,380.00		52,698.58		0.00		681.42		98.72
Total Dept 000 - GENERAL		53,380.00		52,707.29		0.00		672.71		98.74
TOTAL REVENUES		53,380.00		52,707.29		0.00		672.71		98.74
Expenditures										
Dept 909 - 2013 DEBT FUNDING/DEBT RETIREMENT										
594-909-801.000	Professional Services	350.00		0.00		0.00		350.00		0.00
594-909-992.000	Bond Principal Payment	45,000.00		0.00		0.00		45,000.00		0.00
594-909-996.000	Bond Interest Payment	8,030.00		0.00		0.00		8,030.00		0.00
Total Dept 909 - 2013 DEBT FUNDING/DEBT RETIREMENT		53,380.00		0.00		0.00		53,380.00		0.00
TOTAL EXPENDITURES		53,380.00		0.00		0.00		53,380.00		0.00
Fund 594 - 2013 Debt Refunding/Debit Retirement :										
TOTAL REVENUES		53,380.00		52,707.29		0.00		672.71		98.74
TOTAL EXPENDITURES		53,380.00		0.00		0.00		53,380.00		0.00
NET OF REVENUES & EXPENDITURES		0.00		52,707.29		0.00		(52,707.29)		100.00
Fund 703 - CURRENT TAX COLLECTION FUND										
Revenues										
Dept 000 - GENERAL										
703-000-445.000	Penalties & Interest on Taxes	1,000.00		1,286.78		0.00		(286.78)		128.68
Total Dept 000 - GENERAL		1,000.00		1,286.78		0.00		(286.78)		128.68
TOTAL REVENUES		1,000.00		1,286.78		0.00		(286.78)		128.68
Expenditures										
Dept 000 - GENERAL										
703-000-700.000	Expenditure Control	1,000.00		0.00		0.00		1,000.00		0.00
Total Dept 000 - GENERAL		1,000.00		0.00		0.00		1,000.00		0.00
TOTAL EXPENDITURES		1,000.00		0.00		0.00		1,000.00		0.00

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	03/31/2019	NORMAL (ABNORMAL)	03/31/2019	MONTH 03/31/2019	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDGT USED
Fund 703 - CURRENT TAX COLLECTION FUND:										
TOTAL REVENUES		1,000.00	1,286.78		0.00		0.00	(286.78)	128.68	
TOTAL EXPENDITURES		1,000.00	0.00		0.00		0.00	1,000.00	0.00	
NET OF REVENUES & EXPENDITURES		0.00	1,286.78		0.00		0.00	(1,286.78)	100.00	
Fund 708 - METRO FUND										
Revenues										
Dept 000 - GENERAL										
708-000-576.000	METRO Revenue	5,100.00	0.00		0.00		0.00	5,100.00	0.00	
Total Dept 000 - GENERAL		5,100.00	0.00		0.00		0.00	5,100.00	0.00	
TOTAL REVENUES		5,100.00	0.00		0.00		0.00	5,100.00	0.00	
Fund 708 - METRO FUND:										
TOTAL REVENUES		5,100.00	0.00		0.00		0.00	5,100.00	0.00	
TOTAL EXPENDITURES		0.00	0.00		0.00		0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES		5,100.00	0.00		0.00		0.00	5,100.00	0.00	
Fund 711 - HIGHLAND VIEW CEMETERY										
Revenues										
Dept 000 - GENERAL										
711-000-664.000	Int. & Div. on Earnings	900.00	0.19		0.00		0.00	899.81	0.02	
Total Dept 000 - GENERAL		900.00	0.19		0.00		0.00	899.81	0.02	
TOTAL REVENUES		900.00	0.19		0.00		0.00	899.81	0.02	
Fund 711 - HIGHLAND VIEW CEMETERY:										
TOTAL REVENUES		900.00	0.19		0.00		0.00	899.81	0.02	
TOTAL EXPENDITURES		0.00	0.00		0.00		0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES		900.00	0.19		0.00		0.00	899.81	0.02	
TOTAL REVENUES - ALL FUNDS										
TOTAL REVENUES		2,127,005.00	676,070.49		0.00		0.00	1,450,934.51	31.79	
TOTAL EXPENDITURES - ALL FUNDS		2,063,665.00	203,013.55		71,650.89		71,650.89	1,860,651.45	9.84	
NET OF REVENUES & EXPENDITURES		63,340.00	473,056.94		(71,650.89)		(71,650.89)	(409,716.94)	746.85	

02/28/2019 03:28 PM
 User: RENE
 DB: Big Rapids Twp

CHECK REGISTER FOR BIG RAPIDS TOWNSHIP
 CHECK DATE FROM 02/06/2019 - 03/05/2019

Item "E"

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank GEN GENERAL TOWNSHIP CHECKING					
02/25/2019	GEN	31453	BIG01	BIG RAPIDS TWP SEWER REC. FUND	52.16
02/25/2019	GEN	31454	CHA01	CHARTER COMMUNICATIONS	109.98
02/25/2019	GEN	31455	CIT02	BIG RAPIDS CITY TREASURER	32,870.86
02/25/2019	GEN	31456	CON00	CONSUMERS ENERGY	3,497.87
02/25/2019	GEN	31457	DTE00	DTE ENERGY	1,217.71
02/25/2019	GEN	31458	HOPE	HOPE NETWORK WEST MICHIGAN	126.00
02/25/2019	GEN	31459	MEC01	MECOSTA COUNTY ROAD COMMISSION	234.92
02/25/2019	GEN	31460	PRIORITY H	PRIORITY HEALTH	1,999.26
03/05/2019	GEN	31461	BADER	BADER & SONS CO.	59.15
03/05/2019	GEN	31462	BIG06	BIG RAPIDS TIRE	599.80
03/05/2019	GEN	31463	BS&00	BS&A SOFTWARE	5,452.33
03/05/2019	GEN	31464	CHA01	CHARTER COMMUNICATIONS	502.63
03/05/2019	GEN	31465	CIT00	CITY OF BIG RAPIDS	18.34
03/05/2019	GEN	31466	CON00	CONSUMERS ENERGY	1,047.42
03/05/2019	GEN	31467	CUR00	CURRIE'S AMOCO	51.25
03/05/2019	GEN	31468	DIETRICH	GEORGE DIETRICH	120.56
03/05/2019	GEN	31469	DINGES	DINGES FIRE COMPANY	209.75
03/05/2019	GEN	31470	FAR01	BIG RAPIDS FARM & GARDEN	245.00
03/05/2019	GEN	31471	FIR00	FIRST NATIONAL BANK	865.82
03/05/2019	GEN	31472	FIRSTDUE	FIRSTDUE	5,347.52
03/05/2019	GEN	31473	GRANGER	GRANGER	70.00
03/05/2019	GEN	31474	KCI	KCI	1,262.48
03/05/2019	GEN	31475	KEVIN C	KEVIN CUSHWAY	1,041.67
03/05/2019	GEN	31476	MEN00	MENARDS	157.03
03/05/2019	GEN	31477	MOO00	MOORE MEDICAL, LLC	435.24
03/05/2019	GEN	31478	NORTHWEST	NORTHWEST KENT MECHANICAL CO.	22,085.67
03/05/2019	GEN	31479	PIO00	THE PIONEER GROUP	189.10
03/05/2019	GEN	31480	PRO00	PROGRESSIVE AE	561.00
03/05/2019	GEN	31481	SBS00	SMALL BUSINESS ADMIN SERVICES LLC	52.50
03/05/2019	GEN	31482	SHBROCC	SPECTRUM HEALTH BR OCCUPATIONAL HEA	121.00
03/05/2019	GEN	31483	XEROX	XEROX FINANCIAL SERVICES	704.12
03/01/2019	GEN	9930049 (E)	CHE00	CHEMICAL BANK CENTRAL	5,316.44
03/01/2019	GEN	9930050 (E)	JHI00	JOHN HANCOCK LIFE INSURANCE COMPANY	2,502.65
03/01/2019	GEN	9930051 (E)	STA00	STATE OF MICHIGAN	775.40
03/01/2019	GEN	9930052 (E)	VOYA	VOYA FINANCIAL	3,974.53
GEN TOTALS:					
Total of 35 Checks:					93,877.16
Less 0 Void Checks:					0.00
Total of 35 Disbursements:					93,877.16

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount
03/01/2019	GEN	11546	MASON, BRENT	3,740.00	3,128.3
03/01/2019	GEN	11547	STANEK, WILLIAM F	2,650.00	643.1
03/01/2019	GEN	11548	DOUGLASS, PERRY IV A	815.75	628.7
03/01/2019	GEN	11549	AMBLER, ALLEN S	16.10	14.0
03/01/2019	GEN	11550	TUBBS, JAMES	1,098.81	1,003.7
03/01/2019	GEN	11551	WILLIAMS, TRAVIS A	354.21	312.0
03/01/2019	GEN	11552	JOHNSON, CARMELITA S.	154.49	125.6
03/01/2019	GEN	11553	CHAPMAN, JAMES M	259.74	228.8
03/01/2019	GEN	11554	BIRD, RANDY	540.19	475.9
03/01/2019	GEN	11555	SUGGATE, ALAYNA	295.02	231.6
03/01/2019	GEN	11556	LOWNEY, AUSTIN M	214.69	189.1
03/01/2019	GEN	11557	PRANGER, RYAN E	167.00	131.1
03/01/2019	GEN	11558	WINDER-RUDD, DOMINIC D	483.42	409.2
03/01/2019	GEN	11559	BRYANT, ELIZABETH L	65.94	43.9
03/01/2019	GEN	11560	WYMA, NICHOLAS A	607.00	534.7
03/01/2019	GEN	11561	JONES, JERRAD C	550.05	461.2
03/01/2019	GEN	11562	HANEY, PAUL J	238.84	193.8
03/01/2019	GEN	11563	SPRIK, HANNAH M	745.48	613.9
03/01/2019	GEN	11564	KRAUSENECK, SHANE C	438.20	373.9
03/01/2019	GEN	11565	FITZGERALD, LINDSAY P	163.31	143.8
03/01/2019	GEN	11566	THATCHER, SHANE W	446.00	375.5
03/01/2019	GEN	11567	BUYS, RANDALL J	24.15	22.3
03/01/2019	GEN	11568	FOUNTAIN, RENE M	3,416.67	2,585.9
03/01/2019	GEN	11569	DIETRICH, GEORGE	720.07	634.9
03/01/2019	GEN	11570	ANTOR, GERALD A	250.60	231.4
03/01/2019	GEN	11571	CALIFF, MICHAEL H	473.50	401.4
03/01/2019	GEN	11572	CURRIE, PENNY M	3,266.67	899.4
03/01/2019	GEN	11573	BECHAZ, MARY L	496.80	437.6
03/01/2019	GEN	11574	MANEKE, BRANDON K	2,703.75	2,021.1
03/01/2019	GEN	11575	GEIB, ANTHONY C	145.83	128.4
03/01/2019	GEN	11576	EVERETT, JERALD D	145.83	128.4
03/01/2019	GEN	11577	MERENDINO, CHRISTOPHER B	145.83	128.4
03/01/2019	GEN	STUB14	BEAN, CARMEN	145.83	0.0

Totals:	Number of Checks: 033	25,979.77	17,882.4
Total Physical Checks:	32		
Total Check Stubs:	1		

Monthly Permit List

02/28/2019

Building

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB18-0064	WAL-MART PROPERTY TAX D	21400 PERRY AVE	\$945.00	\$80,525

Work Description: Steel and canvas canopy over parking area for pick-up service.

Total Permits For Type:	1
Total Fees For Type:	\$945.00
Total Const. Value For Type:	\$80,525

Electrical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PE19-0006	RESURRECTION LIFE CHURCH	14734 215TH AVE	\$278.00	\$0

Work Description: 10 circuits, 75 light fixtures, 1 furnace, up to 10 fire alarm stations, 3 inspections.

PE19-0007	KUEHN, JOHN ET UX	23600 WOODWARD AVE	\$91.00	\$0
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Work Description: Generator Service, 1 inspection

Total Permits For Type:	2
Total Fees For Type:	\$369.00
Total Const. Value For Type:	\$0

Mechanical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PM19-0004	KOSCIELNIAK, MATTHEW	13324 220TH AVE	\$105.00	\$0

Work Description: Gas burning furnace, 1 inspection.

PM19-0005	VITELLO BLASE & AMY	22795 13 MILE RD	\$105.00	\$0
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Work Description: Heat Pump, 1 inspection.

PM19-0006	RESURRECTION LIFE CHURCH	14734 215TH AVE	\$196.00	\$0
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Work Description: 1 gas burning furnaces, <500 ft. of piping, <250 ft. of Duct, 2 inspections.

PM19-0007	BALDWIN, NANCY REV LIVIN	19196 FOX GLOVE CIR	\$105.00	\$0
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Work Description: Residential Boiler, 1 inspection.

PM19-0008	SIMAZ, JOHN A. & DIANA M.	14976 TOMAHAWK LN	\$105.00	\$0
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Work Description: Gas/Oil burning Furnace, 1 inspection.

PM19-0009	KUEHN, JOHN ET UX	23600 WOODWARD AVE	\$80.00	\$0
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Work Description: Gas Piping for Generator, 1 inspection.

Total Permits For Type:	6
Total Fees For Type:	\$696.00
Total Const. Value For Type:	\$0

Report Summary

Population: All Records
Permit.DateIssued Between
2/1/2019 12:00:00 AM AND
2/28/2019 11:59:59 PM

Grand Total Fees:	\$2,010.00
Grand Total Permits:	9
Grand Total Const. Value:	\$80,525

Big Rapids Charter Township

Cemetery and Grounds Monthly Report

February 2019

February activity:

- Total of 6 deceased interred to cemetery vault
- Routine snow removal
- Replaced all 4 tires on 2005 GMC Dump Truck
 - Purchased from Big Rapids Tire. Total cost \$599.95
- Mower #2 delivered to State St. Hardware for engine issue diagnoses

Month summary:

February consisted mainly of snow removal. The salt spreader on the plow truck has been having several issues. The age of the spreader is not known, but the model type is not adequate for the application it is used for. With frequent tweaks, it is functional, however, replacement may be a need on the horizon for the future. No action on this is requested at this time.

Mower #2 had unexpected engine issues towards the end of the fall season. It was taken out of service for the remainder of the season, and was not sent in for repair due to amount left in the budget for the fiscal year. This is our oldest mower. It is currently being looked at by the techs at State St. Hardware. Major mechanical issues are possible and replacement may be necessary. This mower was scheduled to be replaced next year under the CIP. If necessary, this may be bumped up to this year.

Currently, the CIP has budgeted monies for replacing the John Deere Gator at the cemetery. This vehicle can still be operated for the season, and adjusting its replacement time will not adversely affect the Grounds Dept. operations. No action is being requested until the mechanical report has been received.

Respectfully submitted,

Brandon Maneke

Grounds Manager

FIRE DEPARTMENT REPORT
MARCH 5, 2019

Item "J"

General:

The department continues to run well. We had a very busy month in February. Several calls for the Drone due to river conditions as well as a drowning added to our call volume. We are starting to plan for wild fire season as it will be upon us soon. The purchase agreement was signed by Supervisor Stanek with CSI for the new chassis for the tender. We received our turnout gear that was ordered last budget year.

Call Volume:

Total calls for the month of February 2019: 35

16 Medical, 4 Structure Fire, 0 Grass Fire/Controlled Burn, 4 Auto Accident, 1 Power Line Down, 0 Vehicle Fire, 0 Smoke/Odor, 0 Dumpster Fire, 0 Standby, 0 Collapse, 0 Gas Leak, 0 Inspection, 0 Airport Emergency, 2 Fire Alarm, 0 Water Rescues, 3 Service Call, 0 Fire Investigation, 0 Elevator/Technical Rescue and 5 Drone Activations.

Year to Date Call volume 2018: 65

Year to Date Response Times:

Turnout Time (dispatch to truck en-route): 5 minutes and 44 seconds.

Response Time (dispatch to on scene): 12 minutes and 57 seconds.

Year to Date Call Locations:

Austin	0
Barton	0
Big Prairie	0
BR TWP	52
City of Big Rapids	1
Colfax	0
Ewart	1
Grant	0
Green	5
Mecosta	3
Morley	0
Morton	0
Norwich	0
Osceola County	1
Newaygo County	2

Personnel:

No issues at this time.

Training:

Training this month consisted of monthly truck checks, scene size-up, apparatus placement, drone/spotter training and loss prevention/evidence preservation.

Repairs Completed:

None to report.

Station Maintenance:

Nothing to report

Budget/Purchasing over \$2,500.00:

None at this time.



Northwest Kent Mechanical Co.

Commercial • Industrial • Institutional

P.O. Box 216K • 4095 16 Mile Road
Cedar Springs, MI 49319

(616) 696-9026 • Fax (616) 696-9327
www.nwkentmech.com

February 27, 2019

Mr. Bill Stanek
Big Rapids Twp.
14212 Northland Dr.
Big Rapids, MI 49307

RE: Monthly Lift Station Report

Dear Bill,

It was another good month for the lift stations, we installed the remaining five Mission units and got them online and active for callouts. We did not have any major issues this past month. We did have one temperature issue at Industrial Park lift station earlier this week. The bitter cold and strong winds were able to get through some of the areas of the station that are not sealed as well which caused a drop in station temp. Jim went to the station to check on things and everything was fine and the alarms went away. There was snow in the station that blew in and the temp sensor is located directly above that area. I plan to move that sensor when I get a good day to do so.

Otherwise, the lift stations are functioning properly.

Sincerely,

Todd Shank
Northwest Kent Mechanical Co.

Big Rapids Township Industrial Park Water Treatment Plant Monthly Report

February 2019

All operations are normal at the plant. Maintaining about a .35 mg/l chlorine residual, chlorine analyzer working good. All plant effluent discharge pumps and VFD's are working normal, well number 2 working good and providing plenty of water. Got the quarterly bacteriological sample for the first quarter. Also got required every 3 years samples for Cyanide, Arsenic, Metals , and an annual partial chem. Sample. All samples came back good and no problems. Normal snow removal and generator checks, diesel fuel at around $\frac{3}{4}$ of a tank. Received chemicals for Hach chlorine analyzer as needed. Brandon has regulary plowed at the facility . Received paperwork from the DEQ for water use reporting, no charge as usual as we come we pump less than 1.5 million gallons per year. There have been a few calls about Sensaphone going offline, but it goes back on line rather quickly and works decently. All other electronics and chemical feeders and equipment functioning normally.

supervisorstanek@bigrapidstownship.net

From: thomas hogenson <thomashogenson@outlook.com>
Sent: Thursday, February 21, 2019 10:30 AM
To: supervisorstanek@bigrapidstownship.net; trusteeeverett@gmail.com; Mark Warba; bkl_maneke@hotmail.com; jgfleury@gmail.com; big_gordo39@outlook.com
Subject: Minutes, 2/20/2019

Highlandview Development Committee - Minutes - February 20, 2019

I. Call to order- recap: Tom welcomed all (Stanek, Warba, Maneke, Everett)

I. Grants - MCCF: Bill and Brandon noted receipt of \$2500 grant from the community foundation. Tom said that Tessa McNally of ArtWorks, working with Jeanette, has turned in the Wal Mart grant. We may know in a few weeks/months.

II. Solicitations/new gifts: Bill told us that he has had contact with the family and friends of Maxine McLelland and that we should receive some notice of funeral donations. He surmises there may be a desire by some to name the building in Maxine's memory and he is following up on this.

III. Building condition/is our timeline sound. The structure is sound due to measures taken to shore up some of the brickwork. There is no time emergency noted at this time.

IV. Additional ideas: Brandon volunteered to create a poster/display including brochures to be displayed at Big Rapids Charter Township Hall and Big Rapids City Hall (with appropriate permissions) The display will clearly ask viewers to learn more and to consider donation. Tom will contact Nick Scheible, MCCF Chair, to ask if he would appear in a check passing photo for publication. Tom will then forward a release to Taylor Fussman, Pioneer Reporter for possible use in The Pioneer.

V. Adjournment: Approximately 5:40 p.m.

Next Meeting: Wednesday, March 13, 5 p.m. at Warba Law Office—Thanks for your continued support and effort!

Sent from [Mail](#) for Windows 10

Item "M"

Fire Committee
February 21, 2019
7:00 pm

Arron Holsworth, Carman Bean, Jim Tubbs, present.

Tom Crandell excused

Also, present were supervisor Stanek, Ryan Pranger and Bob McGuire

Jim reported on the Tanker on order. They will be up here to meet with us again on February 28th to go over final details and get signatures on order. They will need our truck about a week before the chassis arrives so it can be striped down. It will take 60 to 90 days to make the transfer. Jim is going to talk to the city about having their tanker available for that time.

Ryan stated he is looking into some other grants for equipment.

Five set of wild fire gear has been ordered that we received the 50/50 DNR grant for. Our cost will be under \$1,000.00.

We still have 3 openings on the roll, and have some applications that they are looking at. We do have people in Firefighter 1 classes not and have a couple that will be doing Firefighter 2. We will be holding the Firefighter 2 classes here.

Carman will work with Perry to update the spread sheet for 2019 that they use for keeping track of expenses.

Bill and Jim signed the renewal of the DNR Mutual Aid agreement. This will allow us to keep the DNR vehicles that we have.

Aaron suggested that we sign up for anything on the DNR equipment list. If we would get a truck it would have to go before the board, but we would have three years to decide if we wanted it and if not, it could be sent back. The committee felt this may be a good way to get some equipment.

They still do not have a quote for repairing the foam pump on Engine #1, may have it in time to take to the board in March.

New laws on fire inspections were discussed. Will continue to research this item.
Also discussed the progress the board made on the SOP's

Adjourned at 8:20 pm

Bill Stanek

Supervisor's Report

February 2019

February is over and I am ready for spring. Even though February is a short month I was able to get a lot in this month, including some time off for some meetings I had in North Carolina and then a week in Florida.

I have spent more time on the fire department SOP's. I have made all the changes that were agreed on at the February meeting. These are on pages 1 thru 172 and are all in purple, with a strike through if we agreed to remove, or still in color if we agreed to leave as is after discussion. I left page 148 as it was, but Jim was to rewrite this paragraph. Otherwise we are ready to start with page 173 at this meeting.

On the 4th I was able to attend the county township association meeting. This was a good meeting with reports from Ice Mountain on what they are doing and how they are so positively involved in the community. There was also a good report from the county parks for 2018. Our next meeting will be at Deerfield Township April 29, and we will be hearing about the problem of farrow cats in the county.

I attended the Ferris/city/county breakfast this month. It was very informative and I was overly welcomed to attend their meetings. It gave me a chance to see how the different organizations work together. I plan on continuing to attend these monthly meetings.

I was also able to attend one city commission meeting and the monthly MEDC executive meeting this month. Other meetings included the fire committee and the cemetery task force meetings.

I was also able to represent the township at the Tonkin Drain information meeting. This was a very informative meeting, and a lot of our constituency showed up for this meeting. The Drain Commissioner and the Spicer Group explained that a petition had been submitted and the determination board did meet and feel this is a project that needs to be done. The current drain goes from 190th Ave. west to almost 205th Ave. even though the district goes all the way to the west county line. The district includes anyone with water draining into this drain in any fashion. For a minimum, this drain needs to be cleaned out. They have also looked at five additional options to add to this drain. Number one would be to extend the drain all the way to the river. If this was done the drainage district would need to be expanded as well. This would include more of the run off from Golfview as well as Winter Creek Woods. The other options were all within the current district but would really help with the removal of the storm water that we are having problems with in the vicinity of the township hall. They had some estimates but no firm cost for each option. Once this is decided there will be a public hearing and the drain commissioner can then assess each property in the district.

Our auditors were in this month and spent three full days here. They asked a lot of questions and did a thorough job. Everything seemed to be in line. They even commented to me how Penny has improved. Thanks Penny and Rene for all you do with our books.

Northwest Kent finished the Mission system installation on Friday the 22nd, so we have had all our land lines disconnected. They still have some tweaking to do, but they are all calling out.

I sent out six RFQ's for generator maintainers. They are due back by March 14th. I then will plan on having a utilities committee meeting and a recommendation to the board in April.

Bill