

**BIG RAPIDS CHARTER TOWNSHIP BOARD
REGULAR MEETING TUESDAY, MARCH 6, 2018
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,__ Williams. Pledge of Allegiance.

PUBLIC COMMENT

ADDITIONS TO AGENDA:

CORRESPONDENCE:

APPROVAL OF: FEBRUARY 6th MEETING MINUTES: **ITEM A**

FINANCIAL

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

APPROVAL OF BILLS:

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

MONTHLY REPORTS:

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

UNFINISHED BUSINESS:

1. User Charge: **ITEM P**
2. Lawn Mower Purchase: **ITEM Q**
3. Other:

NEW BUSINESS:

1. Adding Paul Haney and Adam Perez to our fire roster:
2. Request from Fire Department for 1 set of Air Tanks: **ITEM R**
3. Recommendation from road committee: **see report**
4. Tokin Drain Petition: **ITEM S**
5. 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.

**BIG RAPIDS CHARTER TOWNSHIP BOARD
REGULAR MEETING TUESDAY, FEBRUARY 6, 2018
UNAPPROVED**

Item "A"

CALL TO ORDER: 7:00 p.m.

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

PUBLIC COMMENT: None

ADDITIONS TO AGENDA: None

CORRESPONDENCE: None

APPROVAL OF JANUARY 2nd AND JANUARY 9th MEETING MINUTES: Approved as printed.

FINANCIAL

1. **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 \$78,090.89 was made by Bean. Seconded by Everett. Motion passed unanimously on a roll call vote.
2. **Payroll:** A motion to approve payroll in the amount of \$29,642.40 was made by Bean. Seconded by Everett. Motion passed unanimously on a roll call vote.

MONTHLY REPORTS:

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

UNFINISHED BUSINESS: None

NEW BUSINESS:

1. **Voya and John Hancock ACH authorization:** A motion to approve the authorization of the Voya and John Hancock ACH transfer of funds was made by Currie. Seconded by Everett. Motion passed unanimously on roll call vote.
2. **User Charge:** No action.
3. **Sale of Mower and Tractor:** A motion to accept sealed bids for the sale of the 2010 Husqvarna PZ54 with a minimum bid of \$1000.00. and the Kubota garden tractor with a minimum bid of \$500.00 was made by Currie. Seconded by Everett. Motion passed unanimously on roll call vote.
4. **Purchase of Mower:** No action.

PUBLIC COMMENT: None

ADJOURNMENT: 8:03 p.m.

Item "B"

BIG RAPIDS CHARTER TOWNSHIP

POOLED FUNDS

EXPENDITURES

REVENUES

TOTAL BY FUND

BALANCE ON HAND - BY FUND

JAN 2018	REVENUES	EXPENDITURES			TOTAL EXPENDITURE			REVENUES			TOTAL BY FUND			BALANCE ON HAND - BY FUND		
		7/1/18	10/1/18	17/1/18	1/1/2018	4/1/2018	7/1/2018	1/1/2018	4/1/2018	7/1/2018	1/1/2018	4/1/2018	7/1/2018	1/1/2018	4/1/2018	7/1/2018
101 GENERAL FUND	\$416,635.30	\$6.75	\$87.21	\$88.69	\$2,965.51	\$2,965.51	101 GENERAL FUND	27,615.20	59,715.00	78,379.96	119.71	475.00	594.71	\$707,905.28		101 GENERAL FUND
591 WATER PLANT	\$187,046.98						591 WATER PLANT		31.90		27.6			-\$161,107.83		591 WATER PLANT
100 FUND BALANCE	\$416,635.30						100 FUND BALANCE							\$546,797.45		100 FUND BALANCE
MONEY IN THE GENERAL FUND - DESIGNATED TO OTHER FUND PROJECTS																
203 PERRY ST SPECIAL ASSES	\$92,096.51						203 PERRY ST SPECIAL ASSES							\$92,096.51		203 PERRY ST SPECIAL ASSES
204 ROAD MILEAGE	\$112,425.87						204 ROAD MILEAGE							\$112,425.87		204 ROAD MILEAGE
206 FIRE DEPT MILEAGE	\$156,739.60						206 FIRE DEPT MILEAGE							\$156,739.60		206 FIRE DEPT MILEAGE
212 HOUR LAW POLICE	\$0.00						212 HOUR LAW POLICE							\$0.00		212 HOUR LAW POLICE
246 PERRY ST	\$0.00						246 PERRY ST							\$0.00		246 PERRY ST
249 BLDG DEPT	\$96,972.72						249 BLDG DEPT							\$131,171.44		249 BLDG DEPT
254/271 LIBRARY MILEAGE	\$7,922.96						254/271 LIBRARY MILEAGE							\$16,017.47		254/271 LIBRARY MILEAGE
401 CEMETERY BUILDING	\$0.00						401 CEMETERY BUILDING							\$11,000.00		401 CEMETERY BUILDING
590 SEWER FUND	\$600,611.18						590 SEWER FUND							\$734,832.15		590 SEWER FUND
593 SEWER CAPITAL IMPROV	\$0.00						593 SEWER CAPITAL IMPROV							\$0.00		593 SEWER CAPITAL IMPROV
708 METHO FUND	\$8,984.37						708 METHO FUND							\$18,938.37		708 METHO FUND
711 PEP CARE CEMETARY EXPENDITURE	\$1,067.59						711 PEP CARE CEMETARY EXPENDITURE							\$13,392.21		711 PEP CARE CEMETARY EXPENDITURE
850 PATROL LIABILITY	\$0.00						850 PATROL LIABILITY							\$0.00		850 PATROL LIABILITY
TOTAL GENERAL FUND BALANCE	\$1,536,778.98						TOTAL GENERAL FUND BALANCE							\$1,853,251.07		TOTAL GENERAL FUND BALANCE

FUNDS HELD IN SEPARATE BANK ACCOUNTS

FUND	1/1/2018	4/1/2018	7/1/2018	1/1/2018	4/1/2018	7/1/2018
590-CD WATER	\$151,315.29			\$191.49		
594 WDW PARK DEBT RETIREMENT	\$42,592.00			\$49,432.21		
711 CEMETARY NON EXPENDITURE	\$4,516.85			\$6.19		
713 CEMETARY NON EXPENDITURE	\$100,000.00			\$0.00		
TOTAL	\$298,424.14			\$241,029.89		

12/1/2017 balance: 41,574.40 after dec expenent

15 year term of 5.8 2037 Jan 8 2028 annual paid 1.5%

BANK RECONCILIATION FOR BIG RAPIDS TOWNSHIP
 Bank GEN (GENERAL TOWNSHIP CHECKING)
 FROM 01/01/2018 TO 01/31/2018
 Reconciliation Record ID: 65

GL Number	Description	Beginning Balance
101-000-001.000	Cash - Checking	614,635.92
101-000-001.001	Cash Non-Expendable	
203-000-001.000	CASH	92,096.51
204-000-001.000	CASH	51,701.05
206-000-001.000	Cash - Checking	92,157.69
212-000-001.000	Cash - Savings	
246-000-001.000	Cash - Savings	
249-000-001.000	Cash - Savings	96,472.72
271-000-001.000	CASH	7,922.98
301-000-001.000	Cash - Savings	
401-000-001.000	CASH	
590-000-001.000	Cash - Savings	690,813.18
591-000-001.000	CASH	(161,046.98)
593-000-001.000	CASH	
701-000-001.000	Cash - Savings	
708-000-001.000	CASH	38,958.37
711-000-001.000	CASH	
711-000-001.100	HVC Cash Expendable	13,067.55
850-000-001.000	Cash - Savings	
Beginning GL Balance:		1,536,778.99
Add: Cash Receipts		356,132.63
Less: Cash Disbursements		(39,660.55)
Ending GL Balance:		1,853,251.07

GL Number	Description	Ending Balance
101-000-001.000	Cash - Checking	707,905.28
101-000-001.001	Cash Non-Expendable	
203-000-001.000	CASH	92,096.51
204-000-001.000	CASH	112,425.87
206-000-001.000	Cash - Checking	156,739.60
212-000-001.000	Cash - Savings	
246-000-001.000	Cash - Savings	
249-000-001.000	Cash - Savings	131,171.44
271-000-001.000	CASH	16,017.47
301-000-001.000	Cash - Savings	
401-000-001.000	CASH	11,000.00
590-000-001.000	Cash - Savings	734,852.15
591-000-001.000	CASH	(161,107.83)
593-000-001.000	CASH	
701-000-001.000	Cash - Savings	
708-000-001.000	CASH	38,958.37
711-000-001.000	CASH	
711-000-001.100	HVC Cash Expendable	13,192.21
850-000-001.000	Cash - Savings	

Ending GL Balance: 1,853,251.07

Ending Bank Balance: 1,852,737.74

Add: Deposits in Transit

02/06/2018 *Deposit ID: 208 988.57
 2-1 PAYROLL CASHED BEFORE FEBRUARY 2,231.35
 3,219.92

Less: Outstanding Checks

AP Checks			
Check Date	Check Number	Name	Amount
02/04/2015	28726	MECOSTA COUNTY ASSESSOR'S ASSO	50.00
08/05/2015	29089	BIG RAPIDS CITY TREASURER	1.35
05/25/2016	29698	VERIZON WIRELESS	49.02
10/05/2016	29967	AUTO ZONE	19.98
10/05/2016	29992	OSCEOLA COUNTY EMS	200.00
12/07/2016	30139	SIMPLY GREEN OUTDOOR SERVICES	180.00

BANK RECONCILIATION FOR BIG RAPIDS TOWNSHIP
Bank GEN (GENERAL TOWNSHIP CHECKING)
FROM 01/01/2018 TO 01/31/2018
Reconciliation Record ID: 65
AP Checks

Check Date	Check Number	Name	Amount
01/23/2018	30871	DTE ENERGY	1,620.04

Payroll Checks

Check Date	Check Number	Name	Amount
03/27/2014	9191	HOYT, ALAN	26.97
03/27/2014	9192	HOYT, ALAN	33.06
09/01/2014	9385	FITZPATRICK, DUSTIN	13.86
09/01/2016	10282	SHELDON, ANDREW	21.70
09/01/2016	10286	MYERS, AARON	43.41
02/01/2017	10495	HANNAH, HUNTER	27.40
03/01/2017	10535	BIRD, RANDY	130.39
06/01/2017	10661	FRYT, CHANDLER	135.66
12/01/2017	10936	DAVIS, MARY	29.56
12/31/2017	10945	AMBLER, ALLEN	34.84
12/31/2017	10970	BEAN, SUSAN	11.01
12/31/2017	10982	BEAN, CARMEN	78.34

Total - 19 Outstanding Checks: 2,706.59
Adjusted Bank Balance 1,853,251.07
Unreconciled Difference: 0.00

REVIEWED BY:

Renz Tounten Sammy Luvu
2/15/18 2/12/18

DATE:

Item "C"

REVENUE AND EXPENDITURE REPORT FOR BIG RAPIDS TOWNSHIP
 PERIOD ENDING 03/31/2018
 % Fiscal Year Completed: 24.66

03/02/2018

GL NUMBER	DESCRIPTION	2018		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	03/31/2018	NORMAL (ABNORMAL)	MONTH 03/31/2018	INCREASE (DECREASE)	BALANCE	NORMAL (ABNORMAL)	
Fund 101 - GENERAL OPERATING FUND										
Revenues										
Dept 000-GENERAL										
101-000-402.000	Current Real Property Tax	180,000.00		72,502.95		0.00		107,497.05		40.28
101-000-445.000	Penalties & Interest on Taxes	3,400.00		171.65		0.00		1,228.35		12.26
101-000-447.000	Property Tax Admin Fee	48,000.00		7,285.01		0.00		40,714.99		15.18
101-000-451.000	Business Licenses & Permits	19,800.00		0.00		0.00		19,800.00		0.00
101-000-574.000	State Shared Revenue	340,000.00		59,715.00		0.00		280,285.00		17.56
101-000-607.000	Ch. for Serv. (fees, zoning)	200.00		125.00		0.00		75.00		62.50
101-000-610.000	School Parcel Fee	5,800.00		0.00		0.00		5,800.00		0.00
101-000-628.000	Ch. for Serv. (copies, ordim.)	50.00		0.00		0.00		50.00		0.00
101-000-632.000	Ch. for Serv. (sale cem. lots)	2,500.00		400.00		0.00		2,100.00		16.00
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		225.00		0.00		275.00		45.00
101-000-664.000	Int. & Div. on Earnings	2,500.00		119.71		0.00		2,380.29		4.79
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	45,000.00		0.00		0.00		45,000.00		0.00
101-000-676.000	Reimbursements	2,000.00		0.00		0.00		2,000.00		0.00
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
101-000-698.000	Advance from Fund Balance	160,000.00		0.00		0.00		160,000.00		0.00
Total Dept 000-GENERAL		884,950.00		140,544.32		0.00		744,405.68		15.88
TOTAL REVENUES		884,950.00		140,544.32		0.00		744,405.68		15.88
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	24,500.00		4,080.00		2,040.00		20,420.00		16.65
101-101-710.000	Twp. Share Medicare Withholding	460.00		76.08		38.05		383.92		16.54
101-101-714.000	Health Insurance	4,150.00		1,081.85		0.00		3,068.15		26.07
101-101-715.000	Twp. Share Soc. Sec. Withholdg	2,000.00		325.28		162.64		1,674.72		16.26
101-101-718.000	Retirement	3,500.00		1,777.48		0.00		1,722.52		50.79
101-101-720.000	Medical Reimbursement	750.00		0.00		0.00		750.00		0.00
101-101-727.000	Office Supplies	800.00		586.80		0.00		213.20		73.35

GL NUMBER	DESCRIPTION	2018		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BGDG USED
		AMENDED BUDGET	03/31/2018	NORMAL (ABNORMAL)	03/31/2018	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE		
101-101-740.000	Operating Supplies	200.00	0.00	0.00	0.00	0.00	200.00	200.00	0.00	0.00
101-101-801.000	Professional Services	26,000.00	1,220.89	1,220.89	342.53	342.53	24,779.11	24,779.11	4.70	4.70
101-101-850.000	Communication	3,600.00	495.44	495.44	248.06	248.06	3,104.56	3,104.56	13.76	13.76
101-101-860.000	Transportation	200.00	52.87	52.87	52.87	52.87	147.13	147.13	26.44	26.44
101-101-860.100	Transportation - Census	200.00	0.00	0.00	0.00	0.00	200.00	200.00	0.00	0.00
101-101-880.000	Community Promotion	600.00	0.00	0.00	0.00	0.00	600.00	600.00	0.00	0.00
101-101-881.000	FALL CLEAN-UP	8,000.00	0.00	0.00	0.00	0.00	8,000.00	8,000.00	0.00	0.00
101-101-900.000	Printing & Publishing	2,000.00	177.31	177.31	112.51	112.51	1,822.69	1,822.69	8.87	8.87
101-101-956.000	Miscellaneous	200.00	0.00	0.00	0.00	0.00	200.00	200.00	0.00	0.00
101-101-958.000	Membership & Dues	3,400.00	0.00	0.00	0.00	0.00	3,400.00	3,400.00	0.00	0.00
101-101-960.000	Education	2,000.00	0.00	0.00	0.00	0.00	2,000.00	2,000.00	0.00	0.00
101-101-965.000	Insurance & Bonds	9,000.00	214.82	214.82	0.00	0.00	8,785.18	8,785.18	2.39	2.39
101-101-975.000	Capital Outlay under \$10,000	2,000.00	0.00	0.00	0.00	0.00	2,000.00	2,000.00	0.00	0.00
101-101-999.000	Transfer to Other Fund	0.00	10,000.00	10,000.00	0.00	0.00	(10,000.00)	(10,000.00)	100.00	100.00
Total Dept 101-TOWNSHIP BOARD		100,560.00	21,255.46	21,255.46	3,579.98	3,579.98	79,304.54	79,304.54	21.14	21.14
Dept 171-SUPERVISOR										
101-171-702.000	Salary & Wages	25,000.00	4,166.66	4,166.66	2,083.33	2,083.33	20,833.34	20,833.34	16.67	16.67
101-171-702.010	Salary & Wages Deputy	2,500.00	0.00	0.00	0.00	0.00	2,500.00	2,500.00	0.00	0.00
101-171-702.040	Salary & Wages Cemetery	5,000.00	833.34	833.34	416.67	416.67	4,166.66	4,166.66	16.67	16.67
101-171-702.300	Health Insurance Buyout	1,800.00	300.00	300.00	150.00	150.00	1,500.00	1,500.00	16.67	16.67
101-171-710.000	Twp. Share Medicare Withholding	500.00	76.85	76.85	38.42	38.42	423.15	423.15	15.37	15.37
101-171-715.000	Twp. Share Soc. Sec. Withholdg	2,125.00	328.60	328.60	164.30	164.30	1,796.40	1,796.40	15.46	15.46
101-171-720.000	Medical Reimbursement	1,000.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00
101-171-727.000	Office Supplies	100.00	0.00	0.00	0.00	0.00	100.00	100.00	0.00	0.00
101-171-740.000	Operating Supplies	100.00	0.00	0.00	0.00	0.00	100.00	100.00	0.00	0.00
101-171-801.000	Professional Services	500.00	0.00	0.00	0.00	0.00	500.00	500.00	0.00	0.00
101-171-850.100	Cell Phone	360.00	0.00	0.00	0.00	0.00	360.00	360.00	0.00	0.00
101-171-860.000	Transportation	400.00	0.00	0.00	0.00	0.00	400.00	400.00	0.00	0.00
101-171-874.000	Retirement	5,250.00	1,627.69	1,627.69	0.00	0.00	3,622.31	3,622.31	31.00	31.00
101-171-960.000	Education	1,000.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00
101-171-975.000	Capital Outlay under \$10,000	1,000.00	979.00	979.00	979.00	979.00	21.00	21.00	97.90	97.90
Total Dept 171-SUPERVISOR		46,635.00	8,312.14	8,312.14	3,831.72	3,831.72	38,322.86	38,322.86	17.82	17.82
Dept 215-CLERK										
101-215-702.000	Salary & Wages	31,500.00	5,250.00	5,250.00	2,625.00	2,625.00	26,250.00	26,250.00	16.67	16.67
101-215-702.010	Salary & Wages Deputy	3,700.00	458.50	458.50	458.50	458.50	3,241.50	3,241.50	12.39	12.39
101-215-702.040	Salary & Wages Cemetery	7,700.00	1,283.34	1,283.34	641.67	641.67	6,416.66	6,416.66	16.67	16.67
101-215-702.300	Health Insurance Buyout	1,800.00	300.00	300.00	150.00	150.00	1,500.00	1,500.00	16.67	16.67
101-215-710.000	Twp. Share Medicare Withholding	650.00	105.73	105.73	56.19	56.19	544.27	544.27	16.27	16.27
101-215-715.000	Twp. Share Soc. Sec. Withholdg	2,775.00	452.10	452.10	240.27	240.27	2,322.90	2,322.90	16.29	16.29
101-215-720.000	Medical Reimbursement	1,000.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00
101-215-727.000	Office Supplies	700.00	9.30	9.30	0.00	0.00	690.70	690.70	1.33	1.33
101-215-740.000	Operating Supplies	250.00	173.64	173.64	0.00	0.00	76.36	76.36	69.46	69.46

GL NUMBER	DESCRIPTION	2018		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	03/31/2018	NORMAL (ABNORMAL)	03/31/2018	MONTH 03/31/2018	NORMAL (ABNORMAL)	BALANCE	% BDGT
						INCREASE (DECREASE)			USED
101-215-801.000	Professional Services	2,000.00	842.00	842.00	842.00	0.00	1,158.00	42.10	0.00
101-215-850.000	Cell Phone Reimbursement	360.00	0.00	0.00	0.00	0.00	360.00	0.00	36.07
101-215-874.000	Retirement	6,765.00	2,440.46	0.00	0.00	0.00	4,324.54	0.00	0.00
101-215-960.000	Education	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00
101-215-975.000	Capital Outlay under \$10,000	500.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00
Total Dept 215-CLERK		60,700.00	11,315.07	5,013.63	49,384.93	18.64			
Dept 237-RETIREMENT BOARD/DEPARTMENT									
101-237-718.000	Retirement	0.00	4,607.47	2,303.29	(4,607.47)	100.00			
Total Dept 237-RETIREMENT BOARD/DEPARTMENT		0.00	4,607.47	2,303.29	(4,607.47)	100.00			
Dept 247-BOARD OF REVIEW									
101-247-702.000	Salary & Wages	900.00	0.00	0.00	900.00	0.00	0.00	0.00	0.00
101-247-710.000	Twp. Share Medicare Withholding	15.00	0.00	0.00	15.00	0.00	0.00	0.00	0.00
101-247-715.000	Twp. Share Soc. Sec. Withholding	60.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00
101-247-900.000	Printing & Publishing	75.00	0.00	0.00	75.00	0.00	0.00	0.00	0.00
101-247-960.000	Education	200.00	0.00	0.00	200.00	0.00	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	640.50	318.50	3,209.50	16.64			
101-253-710.000	Twp. Share Medicare Withholding	510.00	84.68	42.31	425.32	16.60			
101-253-714.000	Health Insurance	5,300.00	2,273.02	0.00	3,026.98	42.89			
101-253-715.000	Twp. Share Soc. Sec. Withholding	2,175.00	362.12	180.96	1,812.88	16.65			
101-253-720.000	Medical Reimbursement	800.00	0.00	0.00	800.00	0.00			
101-253-727.000	Office Supplies	1,000.00	498.65	141.75	501.35	49.87			
101-253-740.000	Operating Supplies	600.00	652.00	662.00	(62.00)	110.33			
101-253-801.000	Professional Services	3,800.00	0.00	0.00	3,800.00	0.00			
101-253-874.000	Retirement	5,180.00	1,413.34	0.00	3,766.66	27.28			
101-253-956.000	Miscellaneous	500.00	0.00	0.00	500.00	0.00			
101-253-960.000	Education	250.00	0.00	0.00	250.00	0.00			
Total Dept 253-TREASURER		55,165.00	11,134.31	3,945.52	44,030.69	20.18			
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	3,000.00	858.00	858.00	2,142.00	28.60			
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		43,800.00	6,924.66	3,891.33	36,875.34	15.81			
Dept 262-ELECTIONS									
101-262-702.000	SALARY AND WAGES	4,800.00	0.00	0.00	4,800.00	0.00			

GL NUMBER	DESCRIPTION	2018		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	03/31/2018	03/31/2018	MONTH 03/31/2018	NORMAL (ABNORMAL)	BALANCE	% BDGT	USED	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)					
101-262-710.000	Twp. Share Medicare Withholding	25.00	0.00	0.00	25.00	0.00	0.00	25.00	0.00	
101-262-715.000	Twp. Share Soc. Sec. Withholding	100.00	0.00	0.00	100.00	0.00	0.00	100.00	0.00	
101-262-727.000	SUPPLIES	600.00	0.00	0.00	600.00	0.00	0.00	600.00	0.00	
101-262-740.000	Operating Supplies	1,400.00	0.00	0.00	1,400.00	0.00	0.00	1,400.00	0.00	
101-262-801.000	Professional Services	500.00	0.00	0.00	500.00	0.00	0.00	500.00	0.00	
101-262-900.000	Printing & Publishing	400.00	0.00	0.00	400.00	0.00	0.00	400.00	0.00	
101-262-960.000	Education	250.00	0.00	0.00	250.00	0.00	0.00	250.00	0.00	
101-262-975.000	Capital Outlay under \$10,000	1,000.00	0.00	0.00	1,000.00	0.00	0.00	1,000.00	0.00	
Total Dept 262-ELECTIONS		9,075.00	0.00	0.00	9,075.00	0.00	0.00	9,075.00	0.00	
Dept 265-TOWNSHIP HALL & GROUNDS										
101-265-702.000	Salary & Wages	1,000.00	571.63	571.63	428.37	57.16	57.16	428.37	57.16	
101-265-702.200	Salary & Wages Snowplowing	500.00	62.90	0.00	437.10	12.58	12.58	437.10	12.58	
101-265-710.000	Twp. Share Medicare Withholding	25.00	9.20	8.29	15.80	36.80	36.80	15.80	36.80	
101-265-715.000	Twp. Share Soc. Sec. Withholding	95.00	39.34	35.44	55.66	41.41	41.41	55.66	41.41	
101-265-740.000	Operating Supplies	200.00	0.00	0.00	200.00	0.00	0.00	200.00	0.00	
101-265-775.000	Repair & Maintenance Supplies	600.00	359.61	113.44	240.39	59.94	59.94	240.39	59.94	
101-265-801.000	Professional Services	500.00	0.00	0.00	500.00	0.00	0.00	500.00	0.00	
101-265-920.000	Public Utilities	4,800.00	857.97	193.37	3,942.03	17.87	17.87	3,942.03	17.87	
101-265-930.000	Repair & Maintenance	2,000.00	293.50	0.00	1,706.50	14.68	14.68	1,706.50	14.68	
101-265-932.000	Grounds maintenance	800.00	81.91	0.00	718.09	10.24	10.24	718.09	10.24	
101-265-956.000	Miscellaneous	100.00	0.00	0.00	100.00	0.00	0.00	100.00	0.00	
101-265-975.000	Capital Outlay under \$10,000	4,000.00	0.00	0.00	4,000.00	0.00	0.00	4,000.00	0.00	
101-265-978.000	Capital Outlay \$10,000 and above	22,000.00	0.00	0.00	22,000.00	0.00	0.00	22,000.00	0.00	
Total Dept 265-TOWNSHIP HALL & GROUNDS		36,620.00	2,276.06	922.17	34,343.94	6.22	6.22	34,343.94	6.22	
Dept 276-TOWNSHIP CEMETERIES										
101-276-702.000	Salary & Wages	20,300.00	1,037.00	1,037.00	19,263.00	5.11	5.11	19,263.00	5.11	
101-276-702.015	Salary & Wages Mangement	28,800.00	369.75	136.00	28,430.25	1.28	1.28	28,430.25	1.28	
101-276-702.016	Salary & Wages Clerical Mangement	12,700.00	3,650.75	1,224.00	9,049.25	28.75	28.75	9,049.25	28.75	
101-276-702.100	SALARY & WAGES: UNEMPLOYMENT	4,800.00	0.00	0.00	4,800.00	0.00	0.00	4,800.00	0.00	
101-276-702.200	Salary & Wages Snowplowing	390.00	62.90	0.00	327.10	16.13	16.13	327.10	16.13	
101-276-710.000	Twp. Share Medicare Withholding	910.00	74.24	34.75	835.76	8.16	8.16	835.76	8.16	
101-276-714.000	Health Insurance	7,300.00	1,215.58	0.00	6,084.42	16.65	16.65	6,084.42	16.65	
101-276-715.000	Twp. Share Soc. Sec. Withholdg	3,860.00	317.47	148.62	3,542.53	8.22	8.22	3,542.53	8.22	
101-276-720.000	Medical Reimbursement	1,000.00	0.00	0.00	1,000.00	0.00	0.00	1,000.00	0.00	
101-276-727.000	Office Supplies	800.00	0.00	0.00	800.00	0.00	0.00	800.00	0.00	
101-276-740.000	Operating Supplies	4,000.00	28.99	0.00	3,971.01	0.72	0.72	3,971.01	0.72	
101-276-775.000	Repair & Maintenance Supplies	4,000.00	236.90	236.90	3,763.10	5.92	5.92	3,763.10	5.92	
101-276-801.000	Professional Services	3,500.00	0.00	0.00	3,500.00	0.00	0.00	3,500.00	0.00	
101-276-801.010	MANPOWER	2,000.00	0.00	0.00	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	0.00	10,000.00	0.00	
101-276-850.000	Communication	1,000.00	139.96	0.00	860.04	14.00	14.00	860.04	14.00	
101-276-850.100	Cell Phone	360.00	30.00	0.00	330.00	8.33	8.33	330.00	8.33	

GL NUMBER	DESCRIPTION	2018		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	03/31/2018	NORMAL (ABNORMAL)	03/31/2018	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
101-276-860.000	Transportation	100.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00
101-276-874.000	Retirement	3,950.00	1,981.20	0.00	0.00	0.00	0.00	1,968.80	50.16	50.16
101-276-900.000	Printing & Publishing	100.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00
101-276-920.000	Public Utilities	2,800.00	572.54	0.00	155.01	0.00	155.01	2,227.46	20.45	20.45
101-276-930.000	Repair & Maintenance	3,000.00	591.37	0.00	509.46	0.00	509.46	2,408.63	19.71	19.71
101-276-933.000	Snowplowing	300.00	49.00	0.00	49.00	0.00	49.00	251.00	16.33	16.33
101-276-958.000	Memberships & Dues	100.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00
101-276-960.000	Education	500.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00
101-276-965.000	Insurance & Bonds	2,300.00	322.22	0.00	0.00	0.00	0.00	1,977.78	14.01	14.01
101-276-971.000	Re Purchase Cemetery Lots	500.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00
101-276-975.000	Capital Outlay under \$10,000	12,000.00	979.00	0.00	979.00	0.00	979.00	11,021.00	8.16	8.16
Total Dept 276-TOWNSHIP CEMETERIES		131,370.00	11,658.87	0.00	4,509.74	0.00	4,509.74	119,711.13	8.87	8.87
Dept 446-HIGHWAYS & STREETS										
101-446-801.000	Professional Services	2,000.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00	0.00
101-446-805.000	Contractual Services Roads	280,000.00	0.00	0.00	0.00	0.00	0.00	280,000.00	0.00	0.00
Total Dept 446-HIGHWAYS & STREETS		282,000.00	0.00	0.00	0.00	0.00	0.00	282,000.00	0.00	0.00
Dept 448-STREET LIGHTS										
101-448-805.000	Contractual Services	100.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00
101-448-920.000	Public Utilities	9,400.00	1,303.41	0.00	58.80	0.00	58.80	8,096.59	13.87	13.87
Total Dept 448-STREET LIGHTS		9,500.00	1,303.41	0.00	58.80	0.00	58.80	8,196.59	13.72	13.72
Dept 450-IND. PARK INFRASTRUCTURE										
101-450-990.100	Ind. Park Infrastructure	50,800.00	0.00	0.00	0.00	0.00	0.00	50,800.00	0.00	0.00
Total Dept 450-IND. PARK INFRASTRUCTURE		50,800.00	0.00	0.00	0.00	0.00	0.00	50,800.00	0.00	0.00
Dept 721-PLANNING COMMISSION										
101-721-702.000	SALARY AND WAGES	8,000.00	1,333.34	0.00	666.67	0.00	666.67	6,666.66	16.67	16.67
101-721-702.030	Salary & Wages Per Diems	3,360.00	520.00	0.00	160.00	0.00	160.00	2,840.00	15.48	15.48
101-721-710.000	Twp. Share Medicare Withholding	165.00	26.88	0.00	11.99	0.00	11.99	138.12	16.29	16.29
101-721-715.000	Twp. Share Soc. Sec. Wktholding	705.00	114.90	0.00	51.25	0.00	51.25	590.10	16.30	16.30
101-721-740.000	Operating Supplies	100.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00
101-721-801.000	Professional Services	3,000.00	0.00	0.00	0.00	0.00	0.00	3,000.00	0.00	0.00
101-721-860.000	MILEAGE	250.00	79.56	0.00	37.60	0.00	37.60	170.44	31.82	31.82
101-721-874.000	Retirement	800.00	454.41	0.00	0.00	0.00	0.00	345.59	56.80	56.80
101-721-900.000	Printing & Publishing	400.00	64.80	0.00	0.00	0.00	0.00	335.20	16.20	16.20
101-721-956.000	Miscellaneous	50.00	0.00	0.00	0.00	0.00	0.00	50.00	0.00	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	0.00
Total Dept 721-PLANNING COMMISSION		17,830.00	2,593.89	0.00	927.51	0.00	927.51	15,236.11	14.55	14.55
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	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	0.00

GL NUMBER	DESCRIPTION	2018		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	03/31/2018	NORMAL (ABNORMAL)	03/31/2018	MONTH 03/31/2018	NORMAL (ABNORMAL)	BALANCE	% BDGT	
TOTAL REVENUES						INCREASE (DECREASE)			USED	
TOTAL EXPENDITURES		55,000.00	2,582.79			0.00	52,417.21		4.70	
NET OF REVENUES & EXPENDITURES		55,000.00	0.00			0.00	55,000.00		0.00	
		0.00	2,582.79			0.00	(2,582.79)		100.00	
Fund 204 - MUNICIPAL STREET FUND										
Revenues										
Dept 000-GENERAL										
204-000-405.000	B.R.T. Road Millage	215,000.00	87,004.15			0.00	127,995.85		40.47	
Total Dept 000-GENERAL		215,000.00	87,004.15			0.00	127,995.85		40.47	
TOTAL REVENUES		215,000.00	87,004.15			0.00	127,995.85		40.47	
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	
TOTAL EXPENDITURES		215,000.00	0.00			0.00	215,000.00		0.00	
Fund 204 - MUNICIPAL STREET FUND:										
TOTAL REVENUES		215,000.00	87,004.15			0.00	127,995.85		40.47	
TOTAL EXPENDITURES		215,000.00	0.00			0.00	215,000.00		0.00	
NET OF REVENUES & EXPENDITURES		0.00	87,004.15			0.00	(87,004.15)		100.00	
Fund 206 - FIRE FUND										
Revenues										
Dept 000-GENERAL										
206-000-403.000	Current Real Property Tax	215,000.00	87,004.15			0.00	127,995.85		40.47	
206-000-582.000	Contribution Mecosta Co. F.R.	15,980.00	4,862.50			0.00	11,117.50		30.43	
206-000-664.000	Int. & Div. on Earnings	20.00	119.71			0.00	(99.71)		598.55	
206-000-676.000	Reimbursements	0.00	3.00			0.00	(3.00)		100.00	
Total Dept 000-GENERAL		231,000.00	91,989.36			0.00	139,010.64		39.82	
TOTAL REVENUES		231,000.00	91,989.36			0.00	139,010.64		39.82	
Expenditures										
Dept 336-FIRE DEPARTMENT										
206-336-702.000	Salary & Wages	67,500.00	13,620.00			6,495.00	53,880.00		20.18	
206-336-702.025	Salary & Wages Reports	1,200.00	216.00			99.00	984.00		18.00	
206-336-702.030	Salary & Wages Preincident Surveys	3,000.00	0.00			0.00	3,000.00		0.00	

GL NUMBER	DESCRIPTION	2018 AMENDED BUDGET	YTD BALANCE 03/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 330-LIQUOR LAW ENFORCEMENT						
Dept 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	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 000-GENERAL		55,000.00	0.00	0.00	55,000.00	0.00
TOTAL REVENUES						
		55,000.00	0.00	0.00	55,000.00	0.00
Expenditures						
Dept 000-GENERAL						
246-000-996.100	Interest Payment	5,000.00	0.00	0.00	5,000.00	0.00
246-000-999.000	Trans to other fund	50,000.00	0.00	0.00	50,000.00	0.00
Total Dept 000-GENERAL		55,000.00	0.00	0.00	55,000.00	0.00
TOTAL EXPENDITURES						
		55,000.00	0.00	0.00	55,000.00	0.00
Fund 246 - TOWNSHIP IMPROV REV. FUND:						
TOTAL REVENUES						
		55,000.00	0.00	0.00	55,000.00	0.00
TOTAL EXPENDITURES						
		55,000.00	0.00	0.00	55,000.00	0.00
NET OF REVENUES & EXPENDITURES						
		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	58,909.00	35,809.00	0.00	23,091.00	60.80
249-000-664.000	Int. & Div. on Earnings	100.00	0.00	0.00	100.00	0.00
249-000-699.100	Advance from Fund Balance	7,500.00	0.00	0.00	7,500.00	0.00
Total Dept 000-GENERAL		66,509.00	35,809.00	0.00	30,691.00	53.85

GL NUMBER	DESCRIPTION	2018 AMENDED BUDGET	YTD BALANCE 03/31/2018		ACTIVITY FOR MONTH 03/31/2018		AVAILABLE BALANCE		% BDGT USED
			NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)		
TOTAL REVENUES		66,500.00	35,809.00	0.00	0.00	30,691.00	53.85		
Expenditures									
Dept 237-RETIREMENT BOARD/DEPARTMENT									
249-237-718.000	Retirement	0.00	268.80	134.40	134.40	(268.80)	100.00		
Total Dept 237-RETIREMENT BOARD/DEPARTMENT		0.00	268.80	134.40	134.40	(268.80)	100.00		
Dept 371-BUILDING INSPECTION DEPARTMENT									
249-371-702.000	Salary & Wages	10,000.00	1,844.42	843.85	843.85	8,155.58	18.44		
249-371-702.020	Salary & Wages Clerical Help	11,500.00	1,920.00	960.00	960.00	9,580.00	16.70		
249-371-703.000	Salary & Wages Electrical Insp	9,000.00	1,581.10	1,042.20	1,042.20	7,418.90	17.57		
249-371-704.000	Salary & Wages Plbg-Mech Insp	11,000.00	2,363.65	1,649.05	1,649.05	8,636.35	21.49		
249-371-705.000	SAL & WAGES SITE PLAN REVIEW	4,500.00	1,650.00	700.00	700.00	2,850.00	36.67		
249-371-710.000	Twp. Share Medicare Withholding	500.00	135.71	75.34	75.34	364.29	27.14		
249-371-714.000	Health Insurance	1,925.00	133.73	0.00	0.00	1,791.27	6.95		
249-371-715.000	Twp. Share Soc. Sec. Withholdg	2,110.00	580.27	322.09	322.09	1,529.73	27.50		
249-371-720.000	Medical Reimbursement	250.00	0.00	0.00	0.00	250.00	0.00		
249-371-727.000	Office Supplies	150.00	886.83	0.00	0.00	(736.83)	591.22		
249-371-740.000	Operating Supplies	400.00	0.00	0.00	0.00	400.00	0.00		
249-371-801.000	Professional Services	500.00	0.00	0.00	0.00	500.00	0.00		
249-371-850.100	Cell Phone	180.00	90.00	45.00	45.00	90.00	50.00		
249-371-860.000	Transportation	1,500.00	439.81	223.45	223.45	1,060.19	29.32		
249-371-874.000	Retirement	1,150.00	669.66	0.00	0.00	480.34	58.23		
249-371-900.000	Printing & Publishing	100.00	0.00	0.00	0.00	100.00	0.00		
249-371-940.000	Rent & Expenses	7,200.00	0.00	0.00	0.00	7,200.00	0.00		
249-371-958.000	Membership & Dues	200.00	125.00	0.00	0.00	75.00	62.50		
249-371-960.000	Education	750.00	62.50	0.00	0.00	687.50	8.33		
249-371-975.000	Capital Outlay under \$10,000	3,200.00	0.00	0.00	0.00	3,200.00	0.00		
Total Dept 371-BUILDING INSPECTION DEPARTMENT		66,115.00	12,482.68	5,860.98	5,860.98	53,632.32	18.88		
TOTAL EXPENDITURES		66,115.00	12,751.48	5,995.38	5,995.38	53,363.52	19.29		
Fund 249 - BUILDING INSPECTION FUND:									
TOTAL REVENUES		66,500.00	35,809.00	0.00	0.00	30,691.00	53.85		
TOTAL EXPENDITURES		66,115.00	12,751.48	5,995.38	5,995.38	53,363.52	19.29		
NET OF REVENUES & EXPENDITURES		385.00	23,057.52	(5,995.38)	(5,995.38)	(22,672.52)	5,988.97		
Fund 271 - LIBRARY FUND									
Revenues									
Dept 000-GENERAL		28,600.00	11,597.90	0.00	0.00	17,002.10	40.55		
271-000-402.000 Current Real Property Tax		28,600.00	11,597.90	0.00	0.00	17,002.10	40.55		
Total Dept 000-GENERAL		28,600.00	11,597.90	0.00	0.00	17,002.10	40.55		

GL NUMBER	DESCRIPTION	2018		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	03/31/2018	03/31/2018	MONTH 03/31/2018	BALANCE	% 8DGT	NORMAL (ABNORMAL)	INCREASE (DECREASE)	USED
TOTAL REVENUES		28,600.00	11,597.90		0.00	17,002.10	40.55			
Expenditures										
Dept 000-GENERAL										
271-000-991.010	CONTRACT PAYMENT BIG RAPIDS PUBLIC LIBRA	27,180.00	0.00	0.00	0.00	27,180.00	0.00			0.00
271-000-991.020	CONTRACT PAYMENT WALTON ERICKSON LIBRAR	1,420.00	0.00	0.00	0.00	1,420.00	0.00			0.00
Total Dept 000-GENERAL		28,600.00	0.00	0.00	0.00	28,600.00	0.00			0.00
TOTAL EXPENDITURES		28,600.00	0.00		0.00	28,600.00	0.00			0.00
Fund 271 - LIBRARY FUND:										
TOTAL REVENUES		28,600.00	11,597.90		0.00	17,002.10	40.55			
TOTAL EXPENDITURES		28,600.00	0.00		0.00	28,600.00	0.00			0.00
NET OF REVENUES & EXPENDITURES		0.00	11,597.90		0.00	(11,597.90)	100.00			
Fund 401 - CEMETERY ENTRANCE BUILDING										
Revenues										
Dept 000-GENERAL										
401-000-674.000	CONTRIBUTIONS AND DONATIONS	0.00	1,000.00	0.00	0.00	(1,000.00)	100.00			
401-000-699.000	Transfers From Other Funds	0.00	10,000.00	0.00	0.00	(10,000.00)	100.00			
Total Dept 000-GENERAL		0.00	11,000.00	0.00	0.00	(11,000.00)	100.00			
TOTAL REVENUES		0.00	11,000.00		0.00	(11,000.00)	100.00			
Fund 401 - CEMETERY ENTRANCE BUILDING:										
TOTAL REVENUES		0.00	11,000.00		0.00	(11,000.00)	100.00			
TOTAL EXPENDITURES		0.00	0.00		0.00	0.00	0.00			0.00
NET OF REVENUES & EXPENDITURES		0.00	11,000.00		0.00	(11,000.00)	100.00			
Fund 590 - SEWER FUND										
Revenues										
Dept 000-GENERAL										
590-000-539.010	SAW GRANT	70,000.00	6,600.85	0.00	0.00	63,399.15	9.43			
590-000-625.000	TAP IN FEES	30,000.00	0.00	0.00	0.00	30,000.00	0.00			
590-000-626.000	Charg. for Serv. (utilities)	588,000.00	104,409.27	0.00	0.00	483,590.73	17.76			
590-000-627.000	Penalty on Delinquent Utility Bills	4,000.00	1,103.85	0.00	0.00	2,896.15	27.60			
590-000-664.000	Int. & Div. on Earnings	1,000.00	502.93	0.00	0.00	497.07	50.29			
Total Dept 000-GENERAL		693,000.00	112,616.90	0.00	0.00	580,383.10	16.25			
TOTAL REVENUES		693,000.00	112,616.90		0.00	580,383.10	16.25			

GL NUMBER	DESCRIPTION	2018		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	03/31/2018	NORMAL (ABNORMAL)	03/31/2018	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDGT USED
Expenditures									
Dept 237-RETIREMENT BOARD/DEPARTMENT									
590-237-718.000	Retirement	0.00	220.00		110.00		(220.00)		100.00
Total Dept 237-RETIREMENT BOARD/DEPARTMENT		0.00	220.00		110.00		(220.00)		100.00
Dept 521-SEWER FUND									
590-521-702.000	Salary & Wages	60,000.00	1,333.34		666.67		58,666.66		2.22
590-521-702.200	Salary & Wages Snowplowing	800.00	62.90		0.00		737.10		7.86
590-521-710.000	Twp. Share Medicare Withholding	880.00	20.26		9.67		859.74		2.30
590-521-714.000	Health Insurance	13,000.00	401.16		0.00		12,598.84		3.09
590-521-715.000	Twp. Share Soc. Sec. Withholdg	3,750.00	86.56		41.33		3,663.44		2.31
590-521-720.000	Medical Reimbursement	970.00	0.00		0.00		970.00		0.00
590-521-727.000	Office Supplies	1,000.00	0.00		0.00		1,000.00		0.00
590-521-740.000	Operating Supplies	2,400.00	0.00		0.00		2,400.00		0.00
590-521-775.000	Repair & Maintenance Supplies	3,000.00	0.00		0.00		3,000.00		0.00
590-521-801.000	Professional Services	20,000.00	3,685.00		3,685.00		16,315.00		18.43
590-521-801.050	Miss Diggs	0.00	210.00		175.00		(210.00)		100.00
590-521-804.000	Contract Payment to City B.R.	330,000.00	53,263.97		0.00		276,736.03		16.14
590-521-805.000	Contractual Services	25,000.00	5,795.84		2,897.92		19,204.16		23.18
590-521-805.100	Extra Contractual Services	20,000.00	4,207.75		2,958.50		15,792.25		21.04
590-521-836.000	Refunds	100.00	0.00		0.00		100.00		0.00
590-521-874.000	Retirement	6,100.00	577.29		0.00		5,522.71		9.46
590-521-900.000	Printing & Publishing	100.00	0.00		0.00		100.00		0.00
590-521-920.000	Public Utilities	30,000.00	6,087.64		1,844.13		23,912.36		20.29
590-521-930.000	Repair & Maintenance	19,000.00	1,027.69		403.35		17,972.31		5.41
590-521-933.000	Snowplowing	0.00	49.00		49.00		(49.00)		100.00
590-521-935.000	Bldg. & Grounds Repair & Maintenance	360.00	0.00		0.00		360.00		0.00
590-521-958.000	Membership & Dues	320.00	0.00		0.00		320.00		0.00
590-521-960.000	Education	2,000.00	0.00		0.00		2,000.00		0.00
590-521-965.000	Insurance & Bonds	3,200.00	0.00		0.00		3,200.00		0.00
590-521-967.001	SAW GRANT	70,000.00	13,654.60		7,053.75		56,345.40		19.51
590-521-968.000	Depreciation	69,000.00	0.00		0.00		69,000.00		0.00
590-521-975.000	Capital Outlay under \$10,000	12,000.00	0.00		0.00		12,000.00		0.00
590-521-996.000	Bond Interest Payment	20.00	0.00		0.00		20.00		0.00
Total Dept 521-SEWER FUND		693,000.00	90,463.00		19,784.32		602,537.00		13.05
TOTAL EXPENDITURES									
		693,000.00	90,683.00		19,894.32		602,317.00		13.09
Fund 590 - SEWER FUND:									
TOTAL REVENUES									
		693,000.00	112,616.90		0.00		580,383.10		16.25
TOTAL EXPENDITURES									
		693,000.00	90,683.00		19,894.32		602,317.00		13.09
NET OF REVENUES & EXPENDITURES									
		0.00	21,933.90		(19,894.32)		(21,933.90)		100.00

GL NUMBER	DESCRIPTION	2018		YTD BALANCE 03/31/2018	ACTIVITY FOR MONTH 03/31/2018	AVAILABLE BALANCE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)				
Fund 591 - WATER FUND							
Revenues							
Dept 000-GENERAL				135.60	0.00	1,864.40	6.78
591-000-626.000	Charg. for Serv. (utilities)	2,000.00		135.60	0.00	1,864.40	6.78
Total Dept 000-GENERAL		2,000.00		135.60	0.00	1,864.40	6.78
TOTAL REVENUES							
Expenditures							
Dept 536-WATER				62.90	0.00	37.10	62.90
591-536-702.200	Salary & Wages Snowplowing	100.00		0.91	0.00	(0.91)	100.00
591-536-710.000	Twp. Share Medicare Witholding	0.00		3.90	0.00	(3.90)	100.00
591-536-715.000	Twp. Share Soc. Sec. Wtkholding	0.00		841.86	716.07	658.14	56.12
591-536-740.000	Operating Supplies	1,500.00		49.00	49.00	151.00	24.50
591-536-775.000	Repair & Maintenance Supplies	200.00		0.00	0.00	400.00	0.00
591-536-801.000	Professional Services	400.00		2,083.34	1,041.67	10,416.66	16.67
591-536-805.000	Contractual Services	12,500.00		1,766.75	756.43	5,233.25	25.24
591-536-920.000	Public Utilities	7,000.00		81.91	0.00	1,918.09	4.10
591-536-930.000	Repair & Maintenance	2,000.00		0.00	0.00	4,200.00	0.00
591-536-968.000	Depreciation	4,200.00		4,890.57	2,563.17	23,009.43	17.53
Total Dept 536-WATER		27,900.00		4,890.57	2,563.17	23,009.43	17.53
TOTAL EXPENDITURES							
Fund 591 - WATER FUND:							
TOTAL REVENUES							
TOTAL EXPENDITURES							
NET OF REVENUES & EXPENDITURES							
Fund 594 - 2013 Debt Refunding/Debit Retirement							
Revenues							
Dept 000-GENERAL				49,433.21	0.00	3,566.79	93.27
594-000-672.000	Special Assessment	53,000.00		49,433.21	0.00	3,566.79	93.27
Total Dept 000-GENERAL		53,000.00		49,433.21	0.00	3,566.79	93.27
TOTAL REVENUES							
Expenditures							
Dept 909-2013 DEBT FUNDING/DEBT RETIREMENT							

GL NUMBER	DESCRIPTION	2018		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	03/31/2018	NORMAL (ABNORMAL)	03/31/2018	MONTH 03/31/2018	NORMAL (ABNORMAL)	BALANCE	% BDGT
						INCREASE (DECREASE)			USED
594-909-801.000	Professional Services	200.00	0.00	0.00	0.00	0.00	200.00	0.00	0.00
594-909-992.000	Bond Principal Payment	44,000.00	0.00	0.00	0.00	0.00	44,000.00	0.00	0.00
594-909-996.000	Bond Interest Payment	8,800.00	0.00	0.00	0.00	0.00	8,800.00	0.00	0.00
	Total Dept 909-2013 DEBT FUNDING/DEBT RETIREMENT	53,000.00	0.00	0.00	0.00	0.00	53,000.00	0.00	0.00
TOTAL EXPENDITURES		53,000.00	0.00	0.00	0.00	0.00	53,000.00	0.00	0.00
Fund 594 - 2013 Debt Refunding/Debit Retirement :									
TOTAL REVENUES		53,000.00	49,433.21	0.00	0.00	0.00	3,566.79	93.27	93.27
TOTAL EXPENDITURES		53,000.00	0.00	0.00	0.00	0.00	53,000.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	49,433.21	0.00	0.00	0.00	(49,433.21)	100.00	100.00
Fund 703 - CURRENT TAX COLLECTION FUND									
Revenues									
Dept 000-GENERAL									
703-000-445.000	Penalties & Interest on Taxes	1,000.00	218.88	0.00	0.00	0.00	781.12	21.89	21.89
Total Dept 000-GENERAL		1,000.00	218.88	0.00	0.00	0.00	781.12	21.89	21.89
TOTAL REVENUES		1,000.00	218.88	0.00	0.00	0.00	781.12	21.89	21.89
Expenditures									
Dept 000-GENERAL									
703-000-700.000	Expenditure Control	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00
Total Dept 000-GENERAL		1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00
TOTAL EXPENDITURES		1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00
Fund 703 - CURRENT TAX COLLECTION FUND:									
TOTAL REVENUES		1,000.00	218.88	0.00	0.00	0.00	781.12	21.89	21.89
TOTAL EXPENDITURES		1,000.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	218.88	0.00	0.00	0.00	(218.88)	100.00	100.00
Fund 708 - METRO FUND									
Revenues									
Dept 000-GENERAL									
708-000-576.000	METRO Revenue	5,000.00	0.00	0.00	0.00	0.00	5,000.00	0.00	0.00
708-000-664.000	Int. & Div. on Earnings	20.00	0.00	0.00	0.00	0.00	20.00	0.00	0.00
Total Dept 000-GENERAL		5,020.00	0.00	0.00	0.00	0.00	5,020.00	0.00	0.00
TOTAL REVENUES		5,020.00	0.00	0.00	0.00	0.00	5,020.00	0.00	0.00

GL NUMBER	DESCRIPTION	2018		YTD BALANCE 03/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 03/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
		AMENDED BUDGET					
Fund 708 - METRO FUND:							
	TOTAL REVENUES	5,020.00	0.00	0.00	0.00	5,020.00	0.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	5,020.00	0.00	0.00	0.00	5,020.00	0.00
Fund 711 - HIGHLAND VIEW CEMETERY							
Revenues							
	Dept 000-GENERAL						
	711-000-664.000	500.00	124.85	0.00	0.00	375.15	24.97
	Total Dept 000-GENERAL	500.00	124.85	0.00	0.00	375.15	24.97
	TOTAL REVENUES	500.00	124.85	0.00	0.00	375.15	24.97
Fund 711 - HIGHLAND VIEW CEMETERY:							
	TOTAL REVENUES	500.00	124.85	0.00	0.00	375.15	24.97
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
	NET OF REVENUES & EXPENDITURES	500.00	124.85	0.00	0.00	375.15	24.97
TOTAL REVENUES - ALL FUNDS							
	TOTAL REVENUES - ALL FUNDS	2,296,170.00	543,056.96	0.00	0.00	1,753,113.04	23.65
	TOTAL EXPENDITURES - ALL FUNDS	2,292,980.00	224,664.76	72,873.77	72,873.77	2,068,315.24	9.80
	NET OF REVENUES & EXPENDITURES	3,190.00	318,392.20	(72,873.77)	(72,873.77)	(315,202.20)	9,980.95

03/02/2018 09:57 AM
 User: RENE
 DB: Big Rapids Twp

CHECK REGISTER FOR BIG RAPIDS TOWNSHIP
 CHECK DATE FROM 02/07/2018 - 03/06/2018

Item "D"

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank GEN GENERAL TOWNSHIP CHECKING					
02/20/2018	GEN	30903	AME00	AT &T	93.17
02/20/2018	GEN	30904	AME00	AT &T	90.02
02/20/2018	GEN	30905	AME00	AT &T	89.96
02/20/2018	GEN	30906	AME00	AT &T	80.38
02/20/2018	GEN	30907	AME00	AT &T	89.96
02/20/2018	GEN	30908	AME00	AT &T	92.04
02/20/2018	GEN	30909	AME00	AT &T	110.09
02/20/2018	GEN	30910	AME00	AT &T	89.96
02/20/2018	GEN	30911	AME00	AT &T	91.94
02/20/2018	GEN	30912	CIT02	BIG RAPIDS CITY TREASURER	30,626.44
02/20/2018	GEN	30913	CON00	CONSUMERS ENERGY	612.12
02/20/2018	GEN	30914	DTE00	DTE ENERGY	1,064.43
02/20/2018	GEN	30915	GRANGER	GRANGER	66.00
02/20/2018	GEN	30916	HOPE	HOPE NETWORK WEST MICHIGAN	91.00
02/20/2018	GEN	30917	MEC01	MECOSTA COUNTY ROAD COMMISSION	307.63
02/20/2018	GEN	30918	PRIORITY H	PRIORITY HEALTH	2,599.64
02/20/2018	GEN	30919	SBS00	SMALL BUSINESS ADMIN SERVICES LLC	52.50
02/27/2018	GEN	30920	OCEMS	OSCEOLA COUNTY EMS	200.00
02/27/2018	GEN	30921	SIMGR00	SIMPLY GREEN OUTDOOR SERVICES	180.00
02/28/2018	GEN	9929993 (E)	VOYA	VOYA FINANCIAL	3,889.51
03/01/2018	GEN	30922	MCA00	MECOSTA COUNTY ASSESSOR'S ASSO	50.00
03/01/2018	GEN	9929994 (E)	CHE00	CHEMICAL BANK CENTRAL	6,234.22
03/01/2018	GEN	9929995 (E)	JHI00	JOHN HANCOCK LIFE INSURANCE COMPANY	2,547.69
03/01/2018	GEN	9929996 (E)	STA00	STATE OF MICHIGAN	900.34
03/06/2018	GEN	30923	BIG RAPIDS	BIG RAPIDS FLEET & AUTO REPAIR, INC	744.76
03/06/2018	GEN	30924	BIG01	BIG RAPIDS TWP SEWER REC. FUND	53.08
03/06/2018	GEN	30925	BIN00	BINNEY AUTO PARTS INC.	47.93
03/06/2018	GEN	30926	BS&00	BS&A SOFTWARE	5,395.33
03/06/2018	GEN	30927	CHA01	CHARTER COMMUNICATIONS	479.87
03/06/2018	GEN	30928	CIT00	CITY OF BIG RAPIDS	20.08
03/06/2018	GEN	30929	CON00	CONSUMERS ENERGY	3,339.06
03/06/2018	GEN	30930	CUR00	CURRIE'S AMOCO	28.50
03/06/2018	GEN	30931	DIETRICH	GEORGE DIETRICH	238.45
03/06/2018	GEN	30932	EMPO0	EMERGENCY MEDICAL PRODUCTS, INC	259.48
03/06/2018	GEN	30933	FIR00	FIRST NATIONAL BANK	762.06
03/06/2018	GEN	30934	GRE02	GREAT LAKES ENERGY	19.69
03/06/2018	GEN	30935	ITR00	I. T. RIGHT	1,958.00
03/06/2018	GEN	30936	KEVIN C	KEVIN CUSHWAY	1,041.67
03/06/2018	GEN	30937	MASON	BRENT MASON	120.47
03/06/2018	GEN	30938	MEN00	MENARDS	91.56
03/06/2018	GEN	30939	MOP00	MICHAEL OIL & PROPANE	716.07
03/06/2018	GEN	30940	NORTHWEST	NORTHWEST KENT MECHANICAL CO.	6,434.77
03/06/2018	GEN	30941	OVE00	OVERHEAD DOOR COMPANY	184.29
03/06/2018	GEN	30942	PIO00	THE PIONEER GROUP	112.51
03/06/2018	GEN	30943	PRANGER R	RYAN PRANGER	59.29
03/06/2018	GEN	30944	PRO00	PROGRESSIVE AE	9,028.75
03/06/2018	GEN	30945	RYA00	RYAN'S MODERN SEWER CLEANING	1,710.00
03/06/2018	GEN	30946	STAP0	STAPLES	92.75
03/06/2018	GEN	30947	TSLO0	TARGETSOLUTIONS LEARNING, LLC	2,445.00
03/06/2018	GEN	30948	WES01	WEST SHORE FIRE, INC.	11.67
03/06/2018	GEN	30949	WEST MICH	WEST MICHIGAN EXTERIOR PRODUCTS, LL	1,836.50
03/06/2018	GEN	30950	XEROX	XEROX FINANCIAL SERVICES	342.53

GEN TOTALS:

Total of 52 Checks:	87,823.16
Less 0 Void Checks:	0.00
Total of 52 Disbursements:	<u>87,823.16</u>

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount
03/01/2018	GEN	11029	MASON, BRENT	3,666.67	3,063.74
03/01/2018	GEN	11030	STANEK, WILLIAM F	2,650.00	541.07
03/01/2018	GEN	11031	DOUGLASS, PERRY IV A	891.00	744.96
03/01/2018	GEN	11032	AMBLER, ALLEN S	60.00	52.26
03/01/2018	GEN	11033	TUBBS, JAMES	861.00	786.52
03/01/2018	GEN	11034	WILLIAMS, TRAVIS A	433.83	382.21
03/01/2018	GEN	11035	JOHNSON, CARMELITA S.	335.00	304.63
03/01/2018	GEN	11036	CHAPMAN, JAMES M	387.00	340.93
03/01/2018	GEN	11037	BIRD, RANDY	216.00	190.30
03/01/2018	GEN	11038	SUGGATE, ALAYNA	30.00	26.42
03/01/2018	GEN	11039	MILKEY, ANDREW	30.00	26.43
03/01/2018	GEN	11040	LOWNEY, AUSTIN M	495.00	417.42
03/01/2018	GEN	11041	PRANGER, RYAN E	530.00	444.75
03/01/2018	GEN	11042	SIMPSON, SCOTT E	666.00	550.96
03/01/2018	GEN	11043	KOPF, STEVEN J	475.50	402.19
03/01/2018	GEN	11044	HYDE, DAVID D	250.00	220.25
03/01/2018	GEN	11045	MAKI, BRANDON T	622.00	562.14
03/01/2018	GEN	11046	VANSICKLE, ETHAN T	159.00	140.07
03/01/2018	GEN	11047	YEHLE, NATHANIEL J	630.00	522.85
03/01/2018	GEN	11048	WINDER-RUDD, DOMINIC D	250.00	220.25
03/01/2018	GEN	11049	HAUGER, DRYDEN O	646.00	535.36
03/01/2018	GEN	11050	BRYANT, ELIZABETH L	45.00	41.10
03/01/2018	GEN	11051	WYMA, NICHOLAS A	303.00	266.93
03/01/2018	GEN	11052	JONES, JERRAD C	549.50	459.99
03/01/2018	GEN	11053	GILBERT, SHERRI S	458.50	403.93
03/01/2018	GEN	11054	FOUNTAIN, RENE M	3,416.67	2,582.87
03/01/2018	GEN	11055	DIETRICH, GEORGE	1,343.85	1,182.27
03/01/2018	GEN	11056	CAMPBELL, STEVEN R.	1,042.20	936.08
03/01/2018	GEN	11057	ANTOR, GERALD A	1,849.05	1,571.34
03/01/2018	GEN	11058	CURRIE, PENNY M	3,266.67	897.36
03/01/2018	GEN	11059	BECHAZ, MARY L	318.50	280.59
03/01/2018	GEN	11060	MANEKE, BRANDON K	2,968.63	2,226.72
03/01/2018	GEN	11061	OLIVER, GORDON	40.00	35.24
03/01/2018	GEN	11062	SWEPENHEISER, MARK A	40.00	36.94
03/01/2018	GEN	11063	DAVIS, MARY B	40.00	36.94
03/01/2018	GEN	11064	COOK, ZACHARY F	40.00	36.94
03/01/2018	GEN	11065	GEIB, ANTHONY C	145.83	128.47
03/01/2018	GEN	11066	EVERETT, JERALD D	145.83	128.47
03/01/2018	GEN	STUB2	BEAN, CARMEN	145.83	0.00

Totals: Number of Checks: 039 30,443.06 21,727.89

Building & Zoning Department Report to the Board of Trustees:

For the month ending February 28, 2018

February slowed down slightly for the Building and Zoning Department. No new building permits were issued this month, however we did issue several Mechanical permits, as well as a few plumbing and electrical permits. Revenue for February was \$6,919.00 in permit fees and \$450.00 for commercial zoning requests (see attached). I also received \$60.00 for preparing 2 commercial Zoning Compliance Letters.

Belle Tire's site plan review was approved at the February 13, 2018 Planning Commission meeting. Chaille Tower Consultants, representing Cellco Partnership (dba Verizon Wireless), has submitted an application with Big Rapids Township for a Special Use Permit (SUP18-001). There will be a public hearing for the SUP during the Planning Commission meeting on March 13, 2018, and the site plan will be reviewed at that time.

I spoke with Terry Weaver again on February 19, 2018, and we discussed the efforts that have been made to increase law enforcement patrols in the Hills of Mitchell Creek. I advised him that I have personally been through the property at least 3 times, and did spot one other individual driving through. He stated that he was pleased with all the work I have put into helping him, but he is still disappointed that the illicit activity is occurring. I explained that he could contact the Mecosta County Sheriff's Office and hopefully work out a plan that would provide the patrols he is requesting.

Two parcels in the A-Residential District on Bridge Street has changed ownership, and substantial progress in cleaning up the properties and remodeling the homes has occurred. These efforts have created a much-improved neighborhood setting, and I have heard positive things about the changes that have taken place.

Sincerely,

A handwritten signature in black ink that reads "Brent R. Mason". The signature is written in a cursive style and is followed by a long horizontal line that extends to the right.

Brent R. Mason
Zoning Administrator,
Building and Zoning Department

Monthly Permit List

02/28/2018

Electrical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PE18-0019	MEIJER INC	15375 WALDRON WAY	\$283.00	\$0
Work Description: Gas Station, 20 circuits, 50 light fixtures, 4 - 220v outlets, 1 sign circuit, 1 feeder/bus/duct, 1 - 21 to 50 kva motor, 2 inspections.				

Total Permits For Type: 1
Total Fees For Type: \$283.00
Total Const. Value For Type: \$0

Mechanical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PM18-0004	SEAGER REVOCABLE JOINT T	17830 195TH AVENUE	\$215.00	\$0
Work Description: New residential heating and cooling. (permit details haven't been entered yet)				
PM18-0007	MEIJER INC	15375 WALDRON WAY	\$340.00	\$0
Work Description: Refrigeration for Gas Station addition project.				
PM18-0008	MEIJER INC	15400 WALDRON WAY	\$1,550.00	\$0
Work Description: Refrigeration for the MeijerStore Reset.				
PM18-0009	MEIJER INC	15400 WALDRON WAY	\$170.00	\$0
Work Description: Gas piping, Air conditioning, 2 bath exhausts, piping, duct, final inspection.				
PM18-0010	SGAJ INVESTMENTS LLC	14135 BULLDOG LANE	\$275.00	\$0
Work Description: Building 40 - 2 Residential Heating, 2 Air Conditioning, 8 Exhaust vents,				
PM18-0011	SGAJ INVESTMENTS LLC	14135 BULLDOG LANE	\$275.00	\$0
Work Description: Building 41 - 2 Residential Heating, 2 Air Conditioning, 8 Exhaust vents,				
PM18-0012	SGAJ INVESTMENTS LLC	14135 BULLDOG LANE	\$275.00	\$0
Work Description: Building 42 - 2 Residential Heating, 2 Air Conditioning, 8 Exhaust vents,				
PM18-0013	SGAJ INVESTMENTS LLC	14135 BULLDOG LANE	\$275.00	\$0
Work Description: Building 43 - 2 Residential Heating, 2 Air Conditioning, 8 Exhaust vents,				
PM18-0014	SGAJ INVESTMENTS LLC	14135 BULLDOG LANE	\$275.00	\$0
Work Description: Building 44 - 2 Residential Heating, 2 Air Conditioning, 8 Exhaust vents,				
PM18-0015	SGAJ INVESTMENTS LLC	14135 BULLDOG LANE	\$275.00	\$0
Work Description: Building 45 - 2 Residential Heating, 2 Air Conditioning, 8 Exhaust vents,				

PM18-0016	SGAJ INVESTMENTS LLC	14135 BULLDOG LANE	\$275.00	\$0
Work Description: Building 46 - 2 Residential Heating, 2 Air Conditioning, 8 Exhaust vents,				
PM18-0017	SGAJ INVESTMENTS LLC	14135 BULLDOG LANE	\$275.00	\$0
Work Description: Building 47 - 2 Residential Heating, 2 Air Conditioning, 8 Exhaust vents,				
PM18-0018	SGAJ INVESTMENTS LLC	14135 BULLDOG LANE	\$275.00	\$0
Work Description: Building 48 - 2 Residential Heating, 2 Air Conditioning, 8 Exhaust vents,				
PM18-0019	SGAJ INVESTMENTS LLC	14135 BULLDOG LANE	\$275.00	\$0
Work Description: Building 49 - 2 Residential Heating, 2 Air Conditioning, 8 Exhaust vents,				
PM18-0020	SGAJ INVESTMENTS LLC	14135 BULLDOG LANE	\$275.00	\$0
Work Description: Building 64 - 2 Residential Heating, 2 Air Conditioning, 8 Exhaust vents,				
PM18-0021	SGAJ INVESTMENTS LLC	14135 BULLDOG LANE	\$275.00	\$0
Work Description: Building 65 - 2 Residential Heating, 2 Air Conditioning, 8 Exhaust vents,				
PM18-0022	SGAJ INVESTMENTS LLC	14135 BULLDOG LANE	\$275.00	\$0
Work Description: Building 66 - 2 Residential Heating, 2 Air Conditioning, 8 Exhaust vents,				
PM18-0023	KEY MARIE R. & GREGORY W.	12835 190TH AVENUE	\$125.00	\$0
Work Description: Residential Heating System				
PM18-0024	RETZLOFF, EDWARD C ET UX	19290 GRASS LAKE ROAD	\$95.00	\$0
Work Description: Oil/Gas burning Furnace				
PM18-0025	WRIGHT, MARY MARGARET T	19358 GOLFVIEW DRIVE	\$105.00	\$0
Work Description: Gas/oil burning furnace.				
PM18-0026	MEIJER INC	15400 WALDRON WAY	\$185.00	\$0
Work Description: 2 - gas/oil burning furnaces, 2 gas piping, 3 exhaust fans, 250 ft. duct, 1 inspection.				

Total Permits For Type: 21
Total Fees For Type: \$6,360.00
Total Const. Value For Type: \$0

Plumbing

Permit #	Contractor	Job Address	Fee Total	Const. Value
PP18-0017	MEIJER INC	15375 WALDRON WAY	\$276.00	\$0
Work Description: 15 fixtures, 3 stacks, 1 sewer connection, 1.5" water distribution system, 2 inspections.				

Total Permits For Type: 1
Total Fees For Type: \$276.00
Total Const. Value For Type: \$0

Zoning Clearance

Permit #	Contractor	Job Address	Fee Total	Const. Value
PZ18-0002	BELLE TIRE	15415 WALDRON WAY	\$100.00	\$0
Work Description: Construction of a new ~ 14,100 sq.ft. automobile tire sales and service store.				
PZ18-0003	PERIALAS, STEPHEN J. ET UX	21050 MADISON AVE	\$350.00	\$0
Work Description: Application for SUP to construct and operate a 162 foot tall communications tower in AG District on property leased from the land owner.				

Total Permits For Type:	2
Total Fees For Type:	\$450.00
Total Const. Value For Type:	\$0

Report Summary

Population: All Records
Permit.DateIssued Between
2/1/2018 12:00:00 AM AND
2/28/2018 11:59:59 PM

Grand Total Fees:	\$7,369.00
Grand Total Permits:	25
Grand Total Const. Value:	\$0

Big Rapids Charter Township
Cemetery and Grounds Monthly Report
February 2018

February activity:

- Total of 4 deceased people interred to cemetery vault
- Total of 0 burials
- Repainted the Clerk's office
- New wheel bearing installed on plow truck

Highlights of the month:

This month has been a tale of extremes, weather wise that is. Ample amounts of snow and bitter cold kept me busy plowing in the first half of the month. However, with the recent warmup these past couple of weeks, I have been able to get a very early head start on little things, such as picking up sticks at the cemetery.

One note on the big warmup that we had that I'd like to report, is the flooding that occurred in the front part of the cemetery (the area next to St. Peter's school). This area fills up after any large rainfall. The drainage in the cemetery is virtually nonexistent, and everything collects in the lower circle. Added to that, the runoff from the school parking lot comes straight through there. A drainage system is a long-term item I would like to research further, and place on our lists of projects in the coming years.

Along with this report, I would like to make a purchase request for a new mower for the grounds department.

Respectfully submitted,

Brandon Maneke
Cemetery and Grounds Manager

FIRE DEPARTMENT REPORT

March 6, 2018

Item "H"

General:

The department continues to run well. Our call volume has continued to be ahead of the average this month. Additionally, payroll was high again due to several long duration calls in February. The department is seeing a great response from our members as well. We have had good turn outs for the major calls and the majority of fire calls have seen our department represent half or better of the total firefighters on scene.

Call Volume:

Total calls for the month of February 2018: 35

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

Year to Date Call volume 2018: 75

Year to Date Response Times:

Turnout Time (dispatch to truck en-route): 5 minutes and 28 seconds.

Response Time (dispatch to on scene): 11 minutes and 05 seconds.

Year to Date Call Locations:

Austin	1
Barton	1
BR TWP	49
City of Big Rapids	2
Colfax	1
Green	3
Mecosta	1
Morley	1
Norwich	1

Personnel:

We have presented two new candidates for Board approval. Paul Haney is currently in our Fire Academy and has proven to be a good student and is very knowledgeable in building construction. He is a first year student at Ferris and will be attending for at least 4 more years to finish his degree in Construction Management. Paul is a good fit with the current members of the department and has been interviewed by Supervisor Stanek.

Adam Perez is returning to us from Big Rapids City Fire. Adam left BRTFD about a year ago to pursue a full time position but that has not worked out. Adam was a great asset to the department when he was here and will be a big help with the expected loss of 5 students this May.

We have several other candidates in the hiring process at this time as well and expect to present them to the Board for approval in the coming months.

Training:

Training this month consisted of monthly truck checks, Search and Rescue, Incident Command, Weather Spotter, Apparatus Placement, Report Writing and Scene Size Up.

Repairs Completed:

None to report.

Station Maintenance:

None completed.

Budget/Purchasing over \$2,500.00:

We are requesting to purchase one new SCBA with the Scott View Thermal Imaging system at a cost of
We are requesting to purchase two new sets of turnout gear with boots, helmet, gloves, bail-out system and hoods at a cost of

The budget program is still working well for us. We are able to see the totals that we have spent in each category for the month and that has helped us to track our spending. Payroll was high for both January and February. This could require an adjustment to the budget if the trend continues throughout the year. We also received a bill for the ice dams on the roof. These were installed as a part of the building addition but they have been placed in our building maintenance and repair line item. This will put that line item over due to the need to have our boiler serviced. The bill for the ice dams should have gone into the line for Capital Outlay Over \$10,000.

Monthly budgeting program totals are below;

Jan-18

206-336-700.000	Expenditure Control	
206-336-702.000	Salary & Wages	7715
206-336-702.020	CLERKS SALARY	0
206-336-702.025	Salary & Wages Reports	0
206-336-702.030	Salary & Wages Preincident Surveys	0
206-336-702.050	Salary & Wages First Responder	0
206-336-702.080	Chief Salary & Wages	600
206-336-702.085	Ass't Chiefs Salary & Wages	375
206-336-702.200	Salary & Wages Snowplowing	0
206-336-710.000	Twp. Share Medicare Withholding	0
206-336-715.000	Twp. Share Soc. Sec. Withholdg	0
206-336-727.000	Office Supplies	90.24
206-336-740.000	Operating Supplies	983.33
206-336-775.000	Repair & Maintenance Supplies	70.22
206-336-801.000	Professional Services	0
206-336-801.030	Preincident Surveys	0
206-336-850.000	Communication	0
206-336-860.000	Transportation	0
206-336-880.000	Community Promotion	0
206-336-900.000	Printing & Publishing	0
206-336-920.000	Public Utilities	0

206-336-930.000	Repair & Maintenance	4082.87
206-336-932.000	Grounds maintenance	0
206-336-933.000	Snowplowing	0
206-336-935.000	Bldg. & Grounds Repair & Maintenance	0
206-336-940.000	Rent & Expenses	0
206-336-956.000	Miscellaneous	0
206-336-958.000	Membership & Dues	0
206-336-960.000	Education	203.75
206-336-964.000	M.I.T.T. Tax Refund	0
206-336-965.000	Insurance & Bonds	0
206-336-975.000	Capital Outlay under \$10,000	0
206-336-976.000	Equipment	0
206-336-978.000	Capital Outlay \$10,000 and above	0
206-336-980.000	CAPITAL OUTLAY FEMA GRANT	0
206-336-980.001	CAPITAL OUTLAY DNR GRANT	
206-336-980.002	CAPITAL OUTLAY MEUIERS GRANT	
206-336-980.003	CAPITAL OUTLAY TRANSCANADA GRANT	
206-336-994.000	Contract Payment Principal	
206-336-998.000	Contract Payment Interest	
Total		14120.41

Feb-18

206-336-700.000	Expenditure Control	
206-336-702.000	Salary & Wages	7689
206-336-702.020	CLERKS SALARY	0
206-336-702.025	Salary & Wages Reports	0
206-336-702.030	Salary & Wages Preincident Surveys	0
206-336-702.050	Salary & Wages First Responder	0
206-336-702.080	Chief Salary & Wages	600
206-336-702.085	Ass't Chiefs Salary & Wages	375
206-336-702.200	Salary & Wages Snowplowing	0
206-336-710.000	Twp. Share Medicare Withholding	0
206-336-715.000	Twp. Share Soc. Sec. Withholdg	0
206-336-	Office Supplies	92.75

727.000		
206-336-740.000	Operating Supplies	350.75
	Repair & Maintenance Supplies	26.27
206-336-801.000	Professional Services	11.67
206-336-801.030	Preincident Surveys	0
206-336-850.000	Communication	0
206-336-860.000	Transportation	0
206-336-880.000	Community Promotion	0
206-336-900.000	Printing & Publishing	0
206-336-920.000	Public Utilities	0
88.18	Repair & Maintenance	235.3
206-336-932.000	Grounds maintenance	0
206-336-933.000	Snowplowing	0
206-336-935.000	Bldg. & Grounds Repair & Maintenance	184.29
206-336-940.000	Rent & Expenses	0
206-336-956.000	Miscellaneous	0
206-336-958.000	Membership & Dues	0
206-336-960.000	Education	203.75
206-336-964.000	M.I.T.T. Tax Refund	0
206-336-965.000	Insurance & Bonds	0
206-336-975.000	Capital Outlay under \$10,000	0
206-336-976.000	Equipment	0
206-336-978.000	Capital Outlay \$10,000 and above	0
206-336-980.000	CAPITAL OUTLAY FEMA GRANT	0
206-336-980.001	CAPITAL OUTLAY DNR GRANT	
206-336-980.002	CAPITAL OUTLAY MEIJERS GRANT	
206-336-980.003	CAPITAL OUTLAY TRANSCANADA GRANT	
206-336-994.000	Contract Payment Principal	
206-336-998.000	Contract Payment Interest	

Total 9768.78

Total for the year: 23,889.19



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 28, 2018

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

RE: Monthly Lift Station Report

Dear Bill,

February was a little busier than normal for lift station operations. We had another heater issue, this time at Mitchell Creek, resulting in one pump having some frozen piping. It was not a problem, as we caught it in time.

Due to the rapid thaw and rain, we had a high alarm situation at Sheridan St. I had Routley's there to pump the station down to get us out of trouble. There was so much water coming in from the camping drains at the fair grounds that the pumps couldn't keep up. The situation resolved itself in a couple days.

Otherwise, the stations are all running normally.

Sincerely,

Todd Shank
Northwest Kent Mechanical Co.

Big Rapids Charter Township Industrial Park Water Treatment Plant Monthly Report

February 2018

All operations at the water plant are normal, plant flow for 2017 (jan-dec) was 226,000 gallons on the meter for plant effluent; hydrant flushing or fire dept. use would be included in that flow total but would not show up on metered water to customers. Generator ran for about 40 hours give or take a few hours when we had a blown fuse at transformer on one leg of the 3 phase, once Consumers came and changed fuse the plant generator shut off, we used a bit less than a quarter tank of diesel fuel. Michael Oil came and filled Tank, something in the neighborhood of 300 gallons diesel fuel. Quarterly bacteriological sample was good for the first quarter and submitted to health dept., 1 sample needed for each quarter and 1 partial chem. sample will need to be submitted for the year. Getting low on liquid chlorine and will need to order more soon. Can get in 5 or 10 gallon containers, may have to order some from Haviland out of Grand Rapids or some other supplier soon. All chemical pumps, VFD drives and motors working good as well as all other electronic controls and displays. Snow shoveling and sweeping done, township has done a great job keeping parking area plowed out and gate functional. No alarms from Sensaphone system and working good.

supervisorstane@bigrapidstownship.net

From: thomas hogenson <thomashogenson@outlook.com>
Sent: Thursday, February 22, 2018 9:05 AM
To: supervisorstane@bigrapidstownship.net; trusteeeverett@gmail.com; Mark J Eichenberg; jgfleury@gmail.com; bkl_maneke@hotmail.com; Mark Warba; mswepe@cityofbr.org; prkeating52@icloud.com; Carmen Bean; big_gordo39@outlook.com
Subject: Prospect List for Highlandview Campaign
Attachments: DRAFT PROSPECT LIST CONFIDENTIAL.docx

Hi everyone,

Please review this list and feel free to add names-and to volunteer to contact potential donors. My notations are merely mine: if you know the donor and have your own ideas as to procedure, please make note of it. **Please remember that this information should be kept confidential and the list is for committee eyes only!** I did not include each of us on the list, but we may want to expand on that idea. If you are a business owner or already a friend of this effort, **don't be distressed if your name is on the list;** at this point, it is just a draft and needs to be as inclusive as possible.

Once we have campaign materials in hand, we can start to make appointments to explain our proposal. Mark Warba generously indicated willingness to do a lot of visits; we need to spread this task among members.

Jerry Everett is willing to be the Township member on some solicitation teams as he may be available and I will offer the same regarding a city voice. If you know and are comfortable with contacts on the list, or any added ones of your own, please add this information and send it back to me.

Brandon, Jerry and Mark are detailing the brochure and we should have another draft soon.

Thanks for the excellent progress on this project. I am excited to keep the momentum going and look forward to March 14, when we will train for success in making the ask and confirming the relationships we create.

Thanks again,

Tom Hogenson

Sent from [Mail](#) for Windows 10

Fire Committee Meeting
Big Rapids Township Hall
2-22-18 7:00 pm

Perry Douglas, Tom Crandall, Carman Bean, and Bill Stanek present.
Jim Tubbs called in and was on the phone for the meeting
Also visiting was Bob Maguire

Perry had a quotation for the Scott Air Pak that we need to replace every year. After much discussion and the fact that two would take the entire capital budget it was decided to recommend to the board that we buy one set at this time. That will allow money left in the budget for a couple sets of turn out gear.

Jim talked about the SOGs they are working on. These will be finished and taken to the board for approval. Plainfield Township had a good set that was used as a starting point for the new ones. There was discussion as if these should be SOPs rather than SOGs.

The building is still missing the door openers and the service door need adjusting. Bill will check with Mr. Defever to see why the door openers have not arrived. The other concern on the building was the inlet louvers, letting in too much cold air.

As for the trucks Perry is looking at prices for tires for the Rescue Unit and the Command Unit.

We will be down 5 people at graduation. There are two that need to be interviewed and presented to the board.

Fire calls have been heavy so far this year with a big one today in Morley. Discussion also centered around EMT training and who pays for it and where they can get it for the best price.

Bill Stanek, acting secretary

ORDINANCE/POLICY REVIEW COMMITTEE

Tuesday February 13, 2018.

Meeting opened at 4:00 p.m.

Present: Woolen, Fountain, Stanek, Fleury, Clark present.

Absent: Spedowski

Reviewed Section 6 and Section 7.

Set next meeting date as March 13, 2018 from 4 – 5:30 p.m.

Meeting adjourned at 5:15.

Roads Committee

February 21, 2018, 12:00 pm

Minutes

Tim Nestle, Roger Schneidt, and Bill Stanek Present

Minutes of November 29, 2017 were approved

Everyone wanted to pull out Gilbert Drive from 2018 because construction is still going on and would be hard on a new road.

The bids from Road Commission were reviewed. At Tim Nestle suggestion we agreed to recommend the rest of the bids. Tim felt he had the bids on the high side. They will have their price on asphalt on March 20th. If we need to, we could remove another project if necessary but he feels we will be able to come under our budget of \$495,000, and still have enough for brine work. The recommendation is as follows:

Isabella Dr., Waldron Way to Walmart	\$18,814.85	Mill
Campus View	\$16,116.00 Twp. Share	Overlay
14 Mile, Northland Dr. to Oakwood apartments	\$37,805.44	Mill
185 th , Garfield to Twp. Line	\$79,923.30	Pulverize
183 rd , Twp. Line to 185 th	\$106,855.97	Pulverize
215th, Perry St. to Menards	\$137,556.96	Mill
14 Mile, 205 th to 215 th	\$25,634.28	Chip Fog
15 Mile/190 th /Arrowhead, Old Mill Pond to Highbanks	\$19,211.96	Chip Fog
Arthur Rd., Northland Dr. to 205 th	\$20,692.31	Chip Fog
Golfview	<u>\$35,247.35</u>	Chip Fog
	\$497,858.42 total estimates	

There was discussion on the brine work and Tim though they might be able to give us a price on doing a middle brine on some of our heavy traveled roads. Last year our first time was late and not much time between the two time that we had it done. Tim explained that they put the townships with three brines first and with two we ended up at the end last year.

The committee recommends that the board go for a millage renewal at the same rate of 1 ½ mills.

For each of the following years the recommendation would be:

- 2019 17 Mile from Northland Drive to 230th Ave
- 2020 Gilbert Drive, Waldron Way, and 220th from 15 mile to Triger Time
- 2021 Trillium Ln/ Fox Glove / Riversway, Edgewood Dr., and Oak Hollow
- 2022 Madison Ave
- 2023 Woodward Ave, and other upkeep projects

Bill Stanek, recording secretary

Supervisor's Report February 2018

February was a good month. It was a little slower at the beginning of the month, so I was able to scan all the pages from the cemetery books and attach them to the graves involved. This is a long process, but we are gradually getting more information on computer. Even with what we have in, it makes it so much easier to look up information when someone calls.

I also spent a lot of time going over the figures that I had given the city for the user charge. I was able to find a mistake in my figures so this will make a difference. I went over what Penny was using and all her information made sense, but the problem is that when we look at total flow at the plant it includes everything. We cannot use billing information for this only because we give credit to people that have had a problem and then the city credits us. Taking this in to consideration, we should still be able to lower our use percentage a couple of tenths. Thanks, Penny. I have met with Mark Gifford and Eric Williams on this. They are willing to make the changes if we agree on them. Green Township has already accepted the agreement, so they will have to revote on it. I am sorry about making the mistake. I was so concentrated on the city figures that I did not check ours closely enough.

On Monday the 5th I will be meeting with Progressive Engineering. I hope to go over the SAW grant progress and see if they found any place where we might be receiving any I & I into our sewer lines. I will also talk with them about what is going to be involved with adding master meters to Sheridan and Hills of Mitchell Creek. Once we have these in place and the supervisor's station redone, we will have control of all the I & I. We now have the mapping software, and Progressive will need to have someone come up and get the info transferred to our maps.

The drain commissioner came in and wanted to know if we would do a petition to have the token drain looked at. Some of the residents would like this and will do a petition if needed, but it would be a lot easier if we would do it. I suggested that she come to our April meeting but that I would present it this month. I do not know a lot about drainage districts. The city is looking at one for Ives Avenue, and we were told that we would be a part of it. The way I understand it is that they do a special assessment for the properties involved as well as the road commission and the municipalities involved. The properties they told me that would be in the Ives drain are already in the token drain. We may be a lot better fighting to keep these in the token. Water only flows downhill, and they cannot have a property in two districts. This is only for information this month.

This month I attended the MEDC meeting, the cemetery task force, and the policy committee, and the roads committee meetings. I also attended the planning commission and fire committee meetings. I was able to make one city commission meeting this month.

Next month will be busy with all of the Board of Review meetings. I do have a lot of doctor appointments coming up but should be here most of the month. I will be gone from April 11 through April 22 for my Spain mission trip, then I will be at the MTA conference April 23 through 25.

Thanks, Bill

Item "P"

Township billing from master meter

	2016	2017	revised 2017
Metered Gilbert	26105	26779	27287
City into Gilbert	3157	3603	3603
Township into Gilbert	22948	23176	23684
Metered Perry	19622	23738	21965
Metered Industrial Park	485	567	567
Total metered			46216
Gravity East Side	3666	3612	3612
Gravity Hills of Mitchell Creek	45	71	71
Gravity North End	731	681	609
Gravity Sheridan	3774	3263	2963
Gravity Other	466	493	468
total unmetered			7723
Total			53939
Gravity Flat Rate	622	382	648
TOTAL	52359	55983	54587
Billed from Gilbert	18564	20025	20025
Gilbert I & I	4384	3151	3659
I & I percentage	17%	14%	13%
City share of I & I at Gilbert	530	428	491
Total Township share metered	43055	47481	46216
Total City share metered	3157	3603	3603
percentage of Township metered	82%	85%	85%
percentage of City in Gilbert metered	100%	100%	100%
percentage of Township unmetered	18%	15%	15%
percentage of city to total collection	7%	7%	7%

Township use 14.4%

UTILITY BILLING JULY 2016 THROUGH JUNE 30TH 2017

	UNITS BILLED	BILLED FLAT RATE	# FLAT RATE CUSTOMERS	PRICE PER UNIT	BILLED RATE PER CUSTOMER	UNITS PER FLAT RATE CUSTOMER	MONTHLY UNITS BILLED FOR CUSTOMERS
2016							
JULY	3839	\$327.96	18	5.88	18.22	3.10	55.78
AUG	4560	\$327.96	18	5.88	18.22	3.10	55.78
SEPT	5131	\$327.96	18	5.88	18.22	3.10	55.78
OCT	3781	\$327.96	18	5.88	18.22	3.10	55.78
NOV	5035	\$327.96	18	5.88	18.22	3.10	55.78
DEC	3257	\$327.96	18	5.88	18.22	3.10	55.78

TOTALS

	UNITS BILLED	BILLED FLAT RATE	# FLAT RATE CUSTOMERS	PRICE PER UNIT	BILLED RATE PER CUSTOMER	UNITS PER FLAT RATE CUSTOMER	MONTHLY UNITS BILLED FOR CUSTOMERS
2017							
JAN	4,706	\$287.64	18	5.51	\$15.98	2.9	52.2
FEB	4,585	\$287.64	18	5.51	\$15.98	2.9	52.2
MAR	4,774	\$287.64	18	5.51	\$15.98	2.9	52.2
APRIL	8,347	\$287.64	18	5.51	\$15.98	2.9	52.2
CREDIT ISSUED	-2,271	PERRY LS					
CREDIT ISSUED	-508	CAMPUS CREE					
CREDIT ISSUED	-249	VENLO					
MAY	4,909	\$287.64	18	5.51	\$15.98	2.9	52.2
JUNE	3,153	\$287.64	18	5.51	\$15.98	2.9	52.2

CITY FISCAL YEAR 53,049 \$3,693.60 648

UNITS BILLED 53,049
 FLAT RATE BILLED 648
 CALCULATED 1,487

TOTAL BILLED FLOW TO WWTP 55,184
 GRAND TOTAL FLOW TO WWTP 390,410

BRT PERCENT OF BILLED FLOW 0.141

Item "Q"

Grounds Request #1: New Zero-Turn Mower Purchase

Keeping with our capital improvement plan, we have placed on this years' schedule and budget the purchase of a new zero-turn mower. We have \$12,000 budgeted for our capital outlay for 2018. After weighing options of different machines, I have selected, and am recommending purchasing a *Gravely Pro-Turn 452* zero-turn mower. At this time, I am presenting three (3) quotes from three (3) different dealers. The attached machine quotes are as follows (in no particular order):

- Palmers Outdoor Equipment (Reed City) -- \$10,440.10
- Sate Street Hardware (Big Rapids) ----- \$9,039.20
- Lark Lawn & Garden (Traverse City) ----- \$11,799

These three are the closest Gravely dealers to us.

It is my recommendation that we purchase this mower through State Street Hardware. They not only provided the lowest price, they have also serviced all of our machines in the past, their shop is 5 blocks from ours, and we have a very strong and healthy relationship with the entire staff there.



Small Engine
Parts;Gravelly
Equipment

PRO-TURN 452-992273-27 HP KAWASAKI FX850-52" X
FACTOR DECK-ZT5400

Unit Cost Quantity Line Total

\$ 10,270.10 *MOORE*
\$ 150.00 *SHIP*

THIS IS AN EQUIPMENT QUOTE

Subtotal
Tax

Quote Total *\$ 10,440.10*

Disclaimer

This is an equipment quote for the listed units only, freight and/or shipping and handling costs may be included and are subject to change. Sale is subject to a 3% office charge fee added on all equipment sales. All equipment quotes valid for 30 days.

Signed: *[Signature]*

Date: 2-20-2018

**State Street Hardware, Inc. Outdoor Power
Equipment**
614 N State Street
Big Rapids, Michigan 49307
StateStreetHardware.com
231-796-8122

Quote # 34
Quote Date 01-30-18
Total **\$9,039.20**

Big Rapids Township
14212 Northland Drive
Big Rapids, MI 49307 231-796-6969

Item	Description	Unit Cost	Quantity	Line Total
Small Engine Parts;Gravelly Equipment	PRO-TURN 452-992273-27 HP KAWASAKI FX850-52" X FACTOR DECK-ZT5400	\$11,299.00	1.0	\$11,299.00
Bid Assist	Husqvarna/Gravelly Bid Assist	-\$2,259.80	1.0	-\$2,259.80

Subtotal \$9,039.20
Tax \$0.00
Quote Total \$9,039.20

THIS IS AN EQUIPMENT QUOTE

Disclaimer

This is an equipment quote for the listed units only, freight and/or shipping and handling costs may be included and are subject to change. Sale is subject to a 3% office charge fee added on all equipment sales. All equipment quotes valid for 30 days.

Signed: _____

Date: _____



grounds@bigrapidstowship.net

From: Lark Lawn & Garden, Inc. <lark4037@aol.com>
Sent: Wednesday, February 7, 2018 4:57 PM
To: grounds@bigrapidstowship.net
Subject: Re: Quote Request

Brandon.

The Gravely Pro turn 452xdz is available within a few weeks and it is **\$11,799.**

Thank you !

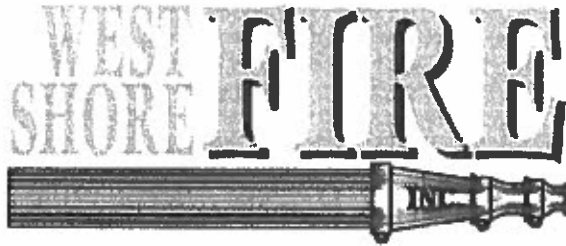
LARK

Lawn & Garden, Inc.
231-943-4900
www.LarksParts.com

-----Original Message-----

From: NoReplyEndeavorQuote <NoReplyEndeavorQuote@endeavorsuite.com>
To: lark4037 <lark4037@aol.com>
Sent: Wed, Feb 7, 2018 2:52 pm
Subject: Quote Request

Attn: Lark Lawn & Garden - Traverse City - Traverse City, MI (49637), A new request for a quote was submitted from your website <https://www.larksparts.com/> on 02/07/2018 at 1:52 PM. First Name: Brandon Last Name: Maneke Address 1: Address 2: City: Region: Postal Code: Country: United States Phone: 2317963603 Email: grounds@bigrapidstowship.net Manufacturer: Gravely Product: 2017 Gravely Pro-Turn 452 XDZ 992273 Price: N/A Color: Extended Warranty: false With Trade: false Purchase Time frame: 1 Month How did you find our website?: Manufacturer locator Url: <https://www.larksparts.com/2017-gravely-pro-turn-452-xdz-992273-inventory.htm?id=24854091&brand=155&type=4146> Comments: Receive Offers?: 0



Item "R"

6620 Lake Michigan Dr.
 P.O. Box 188
 Allendale MI 49401
 (616) 895-1337

WHERE SALES SERVICE COME TOGETHER

West Shore Fire Inc.
 6620 Lake Michigan Dr.
 PO Box 188
 Allendale MI 49401
 Phone: 800-632-6184
 Fax: 616-895-7158

www.westshorefire.com

Office of:
 Dan Burak
dburak@westshorefire.com

QUOTATION

Shipping
 Address

Big Rapids Township Fire Department
 125 W. First Street
 Big Rapids, Mi. 49307
 Attn: Perry
depchief11.103@gmail.com

Date: 1/11/2018
 Ship Via: Best Way
 Taxable: No
 Quote valid for 45 days

QTY	PART NUMBER	DESCRIPTION	UNIT PRICE	TOTAL PRICE
12	X3314021200302	Scott Air-Pak X3, 4.5, CGA Hand Tight Connection * Standard Harness Assembly * CBRN E-Z Flo Regulator * Dual EBSS (Buddy Breather) * Pak-Alert SE Integrated P.A.S.S. * 4500 psi operating pressure (above does not include facepiece or cylinder)	\$5,268.00	\$40,638.00
12	804722-01-D	Carbon Fiber Cylinder, 4500 psi, 45 minute	\$1,028.00	\$2,056.00
12	201215-02	AV3000HT Facepiece Medium with Scott Sight Thermal Imager installed	\$1,450.00	\$2,900.00

Above Pricing applies after Feb. 1, 2018

Subtotal	\$15,492.00
Freight	\$100.00
TOTAL	\$15,592.00

784⁰⁰

_____ TOWNSHIP

**PETITION FOR MAINTENANCE
AND IMPROVEMENT OF A DRAIN**

_____ DRAIN

To the _____ County Drain Commissioner:

The undersigned is _____ Township, _____ County, Michigan. This petition has been duly authorized by the governing body of _____ Township and requests that the _____ Drain be maintained and improved as provided in Chapter 8 of Public Act 40 of 1956, as amended, to alleviate drainage issues in the Drainage District.

The _____ Drain is located in _____ Township, _____ County, Michigan.

The proposed maintenance and improvement is necessary for the public health, convenience or welfare and is further necessary for the protection of the public health in _____ Township.

_____ Township will be liable for an assessment at large against it for a percentage of the cost of the proposed maintenance and improvement.

Dated: _____, 20_____

By:
Its:

By:
Its:

**RESOLUTION FOR
PETITION FOR MAINTENANCE AND IMPROVEMENT OF A DRAIN**

_____ **TOWNSHIP**

_____ **DRAIN**

At a _____ meeting of the _____ Township Board, held in _____
County, State of Michigan on the ____ day of _____, 20__, at _____ a.m./p.m.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and seconded by _____
_____.

WHEREAS, the Township requests the maintenance and improvement of a drain, located in
_____ County, pursuant to Chapter 8 of Public Act 40 of 1956, as amended; and

WHEREAS, the Township has determined that the maintenance and improvement of the drain is
necessary for the public health in the Township; and

WHEREAS, the Township will be liable for an assessment at large against it for a percentage of
the cost of the proposed maintenance and improvement.

NOW, THEREFORE BE IT RESOLVED THAT, the Township Board does authorize the
filing of a petition for maintenance and improvement of the drain.

BE IT FURTHER RESOLVED THAT the Supervisor is authorized to execute the petition for
maintenance and improvement of the drain.

BE IT FURTHER RESOLVED that the Clerk shall forward to the _____ County
Drain Commissioner a copy of this Resolution for the petition for maintenance and improvement of the
drain.

_____ **TOWNSHIP**

Dated: _____

By: _____
Its: Supervisor

Yeas:
Nays:
Abstain:
Absent:

Resolution No.

I, the undersigned, being duly qualified and acting Clerk of _____ Township, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Township Board for the _____ Township at a regular meeting held on the ____ day of _____, 20__ and that notice of said meeting was given in accordance with the Open Meetings Act.

_____, Clerk
_____ Township

Date

