

**BIG RAPIDS CHARTER TOWNSHIP BOARD
REGULAR MEETING TUESDAY, APRIL 2, 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: Bridget Cinco & Crossroads: **ITEM A**

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

FINANCIAL

1. Treasurer Report February: **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. Board of Review: **ITEM L**
7. Fire Committee: **ITEM M**
8. Planning Commission: **ITEM N**
9. Utilities Committee: **ITEM O**
10. Supervisor: **ITEM P**
11. Other

UNFINISHED BUSINESS:

1. Fire Department SOP's approval:
2. Other:

NEW BUSINESS:

1. Request to add Crystal Hawley to Fire Roster: **ITEM Q**
2. Request from Fire Department to accept DOD truck and spend up to \$3000 on it: **ITEM R**
3. Request from Fire Department to replace foam pro system:
4. Request from Cemetery to purchase mower: **ITEM S**
5. Motion to dispose of current mower:
6. Bids for Generator maintenance: **ITEM T**
7. Health Insurance renewal: **ITEM U**
8. 2019 Road Estimates: **ITEM V**
9. 2019 Dust Control: **ITEM W**
10. Budget adjustments: **ITEM X**
11. Discussion on parking lot:
12. 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.

supervisorstane@bigrapidstowship.net

From: Tubbs, James (DHHS) <TubbsJ1@michigan.gov>
Sent: Friday, March 22, 2019 11:05 AM
To: supervisorstane@bigrapidstowship.net
Subject: FW: THANK YOU!!

Bill,
This is the email I received at my day job regarding the flooding on Golf View.
Jim Tubbs

From: Cinco, Bridget (DHHS) <CincoB@michigan.gov>
Sent: Friday, March 15, 2019 12:02 PM
To: Tubbs, James (DHHS) <TubbsJ1@michigan.gov>
Subject: THANK YOU!!

HUGE thanks to you and your team of firefighters for clearing out Lake Golfview and a big thanks for all the help with getting people across yards and home for the night (like the lady and her baby)! It was great to get the text from my hubby this morning that it was all cleared out! Fires to floods – you guys do it all, the team rocks!!! We are all grateful – and I'm sure the worker that was stuck in our subdivision was very grateful to be able to go home as well 😊 Any more crappy winters like this and a bigger drain may be in order for that location!! Hope you were able to get some rest last night!

Please share my gratitude with your team!

Thanks again,

Bridget

Bridget Cinco

Pathways Success Coach
Newaygo County Department of Health and Human Services
Pathfinder Elementary
Fremont Public Schools
109 W. 44th Street, Fremont
Ph# (231) 303-0697
Fax# (517) 346-9888
cincob@michigan.gov



****All calls reporting abuse or neglect of a child or adult in the State of Michigan are to be called to Centralized Intake, that toll free number is 1-855-444-3911



CROSSROADS CHARTER ACADEMY ACADEMIC EXCELLENCE

R. Ross Meads
7-12 Principal
meadsr@ccabr.org

Christopher White
K-6 Principal/Superintendent
whitec@ccabr.org

Kevin Sankey
Dean of Students/Athletic Director
sankeyk@ccabr.org

March 8, 2019

Jim Tubbs and Perry Douglass
14212 Northland Drive
Big Rapids, MI 49307

Dear Jim and Perry:

We just wanted to take a minute to thank you for the part your department had in making yesterday such a special day for our students. The escort out of town created memories for our kids that they will never forget. Then your people went above and beyond by meeting the team in Reed City and bringing them into town at midnight. Ross had to pull over as you passed and Kevin was actually on the bus with the team.

The boys made history last night going further than any team has in the tournament format in school history. They also set a school record for wins in a season. But one of the things they'll never forget is what you did for them.

From the administration at Crossroads, thank you.

Sincerely,

Christopher White
K-6 Principal/Superintendent

R. Ross Meads
7-12 Principal

Kevin Sankey
Dean of Students/Athletic Director

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

Item "B"

CALL TO ORDER: 7:00 p.m.

ROLL CALL: Stanek, Fountain, Currie, Bean arrived at 7:05 p.m., Everett, present. Geib, Merendino absent. All lead in the pledge of Allegiance.

PUBLIC COMMENT: None

ADDITIONS TO AGENDA: Under New Business add Resolution 2019-01 to adopt Poverty Exemption Income Guidelines and Asset Test.

CORRESPONDENCE: Walton Erickson Public Library so noted and filed.

APPROVAL OF: February 5th meeting minutes: A motion to approve the February 5, 2019 minutes was made by Currie. Seconded by Everett. Motion passed unanimously.

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 \$93,877.16 checks #31453-31483 plus 4 EFTs made by Currie. Seconded by Everett. Motion passed unanimously on a roll call vote.
2. **Payroll:** A motion to approve payroll in the amount of \$17,882.49 checks #11546-11577 and stub 14 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. **Cemetery Task Force:**
7. **Fire Committee:**
8. **Supervisor:**
Approved as printed.

UNFINISHED BUSINESS:

1. **Fire Department SOP's continuation:** no action

NEW BUSINESS:

1. **Resolution 2019-01 to adopt Poverty Exemption Income Guidelines and Asset Test:** no action

PUBLIC COMMENT: none

ADJOURNMENT: 7:55 p.m.

Item "C"

GL Number	Description	Beginning 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	124,660.87
249-000-001.000	Cash - Savings	13,781.14
271-000-001.000	CASH	
301-000-001.000	Cash - Savings	27,567.50
401-000-001.000	CASH	679,645.54
590-000-001.000	Cash - Savings	(182,078.84)
591-000-001.000	CASH	
593-000-001.000	CASH	
701-000-001.000	Cash - Savings	14,049.49
708-000-001.000	CASH	
711-000-001.000	CASH	
711-000-001.100	HVC Cash Expendable	14,822.35
850-000-001.000	Cash - Savings	

Beginning GL Balance: 1,711,275.92
 Add: Cash Receipts 388,584.53
 Less: Cash Disbursements (86,680.29)
 Less: Payroll Disbursements (19,613.69)
 Ending GL Balance: 1,993,566.47

GL Number	Description	Ending Balance
101-000-001.000	Cash - Checking	715,655.86
101-000-001.001	Cash Non-Expendable	
203-000-001.000	CASH	169,707.40
204-000-001.000	CASH	143,487.73
206-000-001.000	Cash - Checking	251,144.24
212-000-001.000	Cash - Savings	
246-000-001.000	Cash - Savings	123,137.92
249-000-001.000	Cash - Savings	23,302.05
271-000-001.000	CASH	
301-000-001.000	Cash - Savings	30,067.50
401-000-001.000	CASH	690,304.62
590-000-001.000	Cash - Savings	(183,909.58)
591-000-001.000	CASH	
593-000-001.000	CASH	
701-000-001.000	Cash - Savings	15,846.38
708-000-001.000	CASH	
711-000-001.000	CASH	
711-000-001.100	HVC Cash Expendable	14,822.35
850-000-001.000	Cash - Savings	

Ending GL Balance: 1,993,566.47
 Ending Bank Balance: 1,968,894.28
 Add: Miscellaneous Transactions 66,012.01
 Add: Deposits in Transit 0.00
 Less: Outstanding Checks

AP Checks

Check Date	Check Number	Name	Amount
05/03/2018	31069	DYKEMA GOSSETT PLLC	57.24
02/25/2019	31454	CHARTER COMMUNICATIONS	109.98
02/25/2019	31455	BIG RAPIDS CITY TREASURER	32,870.86
02/25/2019	31456	CONSUMERS ENERGY	3,497.87
02/25/2019	31457	DTE ENERGY	1,217.71
02/25/2019	31458	HOPE NETWORK WEST MICHIGAN	126.00
02/25/2019	31459	MECOSTA COUNTY ROAD COMMISSION	234.92
02/25/2019	31460	PRIORITY HEALTH	1,999.26

Payroll Checks

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
02/01/2019	11505	PEREZ, ADAM	12.20
02/01/2019	11528	CURRIE, PENNY	899.45
02/01/2019	11533		VOIDED 02/01/2019
02/01/2019	11534		VOIDED 02/01/2019
02/01/2019	11535		VOIDED 02/01/2019
02/01/2019	11536		VOIDED 02/01/2019
02/01/2019	11537		VOIDED 02/01/2019
02/01/2019	11538		VOIDED 02/01/2019
02/01/2019	11539	DAVIS, MARY	38.05

Total - 21 Outstanding Checks: 41,339.82
 Adjusted Bank Balance 1,993,566.47
 Unreconciled Difference: 0.00

REVIEWED BY: Penny Currie DATE: 3/13/2019

**BIG RAPIDS CHARTER TOWNSHIP
POOLED FUNDS**



FEBRUARY 2019

EXPENDITURES

REVENUES

BALANCE ON HAND - BT FUND

FUND	DESCRIPTION	DATE	EXPENDITURES				REVENUES				TOTAL BT FUND	BALANCE ON HAND - BT FUND	
			PAYROLL	5100	5100	5100	7/7/2019	7/7/2019	7/7/2019	7/7/2019			
101	GENERAL FUND	01/01/2019	\$18,001.37	\$15,666.15			1,100.00	16,647.76	\$1,207.13	65,927.80	400.61	\$104,133.32	\$715,635.96
101	GENERAL FUND												\$151,398.87
591	WATER PLANT	01/01/2019					24.00	6.15	44.70	-4.00		\$73.37	\$-181,909.56
591	WATER PLANT												\$73.37
MONEY IN THE GENERAL FUND - DESIGNATED TO OTHER FUND PROJECTS													
203	SPECIAL ASSETS	01/01/2019						2,109.43	16,441.23			\$17,550.66	\$169,707.40
204	ROAD MILEAGE	02/01/2019						\$1,111.64	\$4,303.30			\$5,415.94	\$143,487.73
206	FIRE DEPT MILEAGE	02/01/2019						\$1,111.64	\$4,303.30			\$5,415.94	\$251,164.24
212	INDOOR LAW ENFORCEMENT	02/01/2019										\$0.00	\$0.00
246	PERMITS	02/01/2019										\$0.00	\$0.00
249	INDOOR FUND	02/01/2019										\$2,149.17	\$133,137.92
254/271	LIBRARY MILEAGE	02/01/2019						\$2,016.43	\$1,506.30			\$3,522.73	\$21,902.95
401	CLEARING	02/01/2019						\$1,500.00				\$1,500.00	\$46,067.50
590	SEWER FUND	02/01/2019						\$3,451.57	\$1,021.99	\$1,103.73	\$400.39	\$5,977.68	\$890,306.62
593	SILVER CAPITAL RESERVE	02/01/2019										\$0.00	\$0.00
708	METRO FUND	02/01/2019						\$1,796.49				\$1,796.49	\$15,848.38
711	PPP CARE	02/01/2019										\$0.00	\$14,822.95
850	PAYROLL LIABILITY	02/01/2019						\$13,095.10				\$13,095.10	\$0.00
TOTAL GENERAL FUND BALANCE													
			\$12,818.89	\$43,713.15	\$0.00	\$4,008.76	\$10,997.75	\$4,768.45	\$29,110.17	\$4,644.96	\$1,675.54	\$40,067.76	\$2,569,562.77

FUNDS HELD IN SEPARATE BANK ACCOUNTS

FUND	DESCRIPTION	DATE	EXPENDITURES	REVENUES	TOTAL	BALANCE ON HAND - BT FUND
590-CD1	SILVER CERT OF DEPOSIT	01/2019				\$306,180.67
590-CD2	SEWER CERT OF DEPOSIT	01/2019				\$151,577.18
594	INDOOR DEBT RETIREMENT	01/2019				\$13,423.56
711	CLEARING	01/2019				\$4,518.29
711	INDOOR EXPENDABLE	01/2019				\$106,000.00



FEBRUARY 2019

EXPENDITURES

REVENUES

BALANCE ON HAND - BT FUND

Item "D"

03/29/2019 REVENUE AND EXPENDITURE REPORT FOR BIG RAPIDS TOWNSHIP
 PERIOD ENDING 04/30/2019
 % Fiscal Year Completed: 32.88

GL NUMBER	DESCRIPTION	2019		ACTIVITY FOR MONTH 04/30/2019	AVAILABLE BALANCE	% BDTG USED
		AMENDED BUDGET	YTD BALANCE 04/30/2019			
Fund 101 - GENERAL OPERATING FUND						
Revenues						
Dept 000 - GENERAL						
101-000-402.000	Current Real Property Tax	185,000.00	162,451.71	0.00	22,548.29	87.81
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	1,171.20	0.00	228.80	83.66
101-000-447.000	Property Tax Admin Fee	48,500.00	16,127.70	0.00	32,372.30	33.25
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	59,852.00	0.00	304,148.00	16.44
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	1,590.00	0.00	4,910.00	24.46
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	4,000.00	0.00	0.00	100.00
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	3,406.78	0.00	(3,406.78)	100.00
101-000-687.000	REFUNDS	50,000.00	0.00	0.00	50,000.00	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	254,122.64	0.00	514,477.36	33.06
TOTAL REVENUES		768,600.00	254,122.64	0.00	514,477.36	33.06
Expenditures						
Dept 101 - TOWNSHIP BOARD						
101-101-702.000	Salary & Wages	7,000.00	1,749.96	583.32	5,250.04	25.00
101-101-702.020	Salary & Wages Clerical Help	24,970.00	6,242.40	2,080.80	18,727.60	25.00
101-101-710.000	Twp. Share Medicare Withholding	465.00	115.87	38.61	349.13	24.92
101-101-714.000	Health Insurance	4,410.00	1,742.85	0.00	2,667.15	39.52
101-101-715.000	Twp. Share Soc. Sec. Withholdg	1,985.00	495.51	165.17	1,489.49	24.96
101-101-715.015	Retirement	4,590.00	1,055.49	351.83	3,534.51	23.00
101-101-720.000	Medical Reimbursement	835.00	125.00	0.00	710.00	14.97
101-101-727.000	Office Supplies	800.00	305.36	0.00	494.64	38.17

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	04/30/2019	NORMAL (ABNORMAL)	04/30/2019	MONTH 04/30/2019	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
101-101-740.000	Operating Supplies	200.00	0.00	0.00	0.00	0.00	0.00	200.00	200.00	0.00
101-101-801.000	Professional Services	28,000.00	7,661.46	7,661.46	6,905.10	6,905.10	20,338.54	20,338.54	27.36	21.06
101-101-850.000	Communication	3,400.00	715.90	715.90	186.00	186.00	2,684.10	2,684.10	21.06	0.00
101-101-860.100	Transportation - Census	2,000.00	0.00	0.00	0.00	0.00	2,000.00	2,000.00	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	7,500.00	0.00	0.00	0.00	0.00	7,500.00	7,500.00	0.00	15.20
101-101-900.000	Printing & Publishing	2,000.00	303.98	303.98	0.00	0.00	1,696.02	1,696.02	0.00	0.00
101-101-956.000	Miscellaneous	100.00	0.00	0.00	0.00	0.00	100.00	100.00	0.00	0.00
101-101-960.000	Education	1,500.00	0.00	0.00	0.00	0.00	1,500.00	1,500.00	0.00	2.04
101-101-965.000	Insurance & Bonds	9,000.00	183.87	183.87	0.00	0.00	8,816.13	8,816.13	0.00	0.00
101-101-975.000	Capital Outlay under \$10,000	1,000.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	0.00	20.62
Total Dept 101 - TOWNSHIP BOARD		100,355.00	20,697.65	20,697.65	10,310.83	10,310.83	79,657.35	79,657.35		
Dept 171 - SUPERVISOR										
101-171-702.000	Salary & Wages	25,000.00	6,249.99	6,249.99	2,083.33	2,083.33	18,750.01	18,750.01	25.00	0.00
101-171-702.010	Salary & Wages Deputy	2,000.00	0.00	0.00	0.00	0.00	2,000.00	2,000.00	25.00	0.00
101-171-702.040	Salary & Wages Cemetery	5,000.00	1,250.01	1,250.01	416.67	416.67	3,749.99	3,749.99	25.00	25.00
101-171-702.300	Health Insurance Buyout	1,800.00	450.00	450.00	150.00	150.00	1,350.00	1,350.00	25.00	23.06
101-171-710.000	Twp. Share Medicare Withholding	500.00	115.28	115.28	38.43	38.43	384.72	384.72	23.06	23.47
101-171-715.000	Twp. Share Soc. Sec. Withhold	2,100.00	492.90	492.90	164.30	164.30	1,607.10	1,607.10	24.99	0.00
101-171-715.015	Retirement	5,250.00	1,311.75	1,311.75	437.25	437.25	3,938.25	3,938.25	0.00	5.99
101-171-720.000	Medical Reimbursement	1,500.00	0.00	0.00	0.00	0.00	1,500.00	1,500.00	0.00	0.00
101-171-727.000	Office Supplies	100.00	5.99	5.99	0.00	0.00	94.01	94.01	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	400.00	0.00	0.00	0.00	0.00	400.00	400.00	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	34.90
101-171-960.000	Education	1,000.00	349.00	349.00	0.00	0.00	651.00	651.00	0.00	0.00
101-171-975.000	Capital Outlay under \$10,000	500.00	0.00	0.00	0.00	0.00	500.00	500.00	0.00	22.22
Total Dept 171 - SUPERVISOR		46,010.00	10,224.92	10,224.92	3,289.98	3,289.98	35,785.08	35,785.08		
Dept 215 - CLERK										
101-215-702.000	Salary & Wages	31,500.00	7,875.00	7,875.00	2,625.00	2,625.00	23,625.00	23,625.00	25.00	5.84
101-215-702.010	Salary & Wages Deputy	3,700.00	216.00	216.00	0.00	0.00	3,484.00	3,484.00	25.00	0.00
101-215-702.040	Salary & Wages Cemetery	7,700.00	1,925.01	1,925.01	641.67	641.67	5,774.99	5,774.99	25.00	25.00
101-215-702.300	Health Insurance Buyout	1,800.00	450.00	450.00	150.00	150.00	1,350.00	1,350.00	25.00	23.35
101-215-710.000	Twp. Share Medicare Withholding	650.00	151.76	151.76	49.55	49.55	498.24	498.24	23.38	25.00
101-215-715.000	Twp. Share Soc. Sec. Withhold	2,775.00	648.89	648.89	211.83	211.83	2,126.11	2,126.11	0.00	7.53
101-215-715.015	Retirement	6,765.00	1,691.25	1,691.25	563.75	563.75	5,073.75	5,073.75	27.84	55.65
101-215-720.000	Medical Reimbursement	1,500.00	112.95	112.95	0.00	0.00	1,387.05	1,387.05	43.10	0.00
101-215-727.000	Office Supplies	700.00	194.89	194.89	174.59	174.59	505.11	505.11	0.00	0.00
101-215-740.000	Operating Supplies	250.00	139.12	139.12	0.00	0.00	110.88	110.88	360.00	0.00
101-215-801.000	Professional Services	2,000.00	862.00	862.00	0.00	0.00	1,138.00	1,138.00		
101-215-850.000	Cell Phone Reimbursement	360.00	0.00	0.00	0.00	0.00	360.00	360.00		

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	04/30/2019	04/30/2019	MONTH 04/30/2019	NORMAL (ABNORMAL)	BALANCE	% BDGT	USED
		NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)			
101-215-960.000	Education	1,000.00	0.00	0.00	0.00	1,000.00		0.00	
101-215-975.000	Capital Outlay under \$10,000	500.00	0.00	0.00	0.00	500.00		0.00	
Total Dept 215 - CLERK		61,200.00	14,266.87		4,416.39	46,933.13		23.31	
Dept 247 - BOARD OF REVIEW									
101-247-702.000	Salary & Wages	900.00	568.60		568.60	331.40		63.18	
101-247-710.000	Twp. Share Medicare Withholding	15.00	8.24		8.24	6.76		54.93	
101-247-715.000	Twp. Share Soc. Sec. Withholdg	60.00	35.25		35.25	24.75		58.75	
101-247-900.000	Printing & Publishing	75.00	0.00		0.00	75.00		0.00	
101-247-960.000	Education	200.00	0.00		0.00	200.00		0.00	
Total Dept 247 - BOARD OF REVIEW		1,250.00	612.09		612.09	637.91		48.97	
Dept 253 - TREASURER									
101-253-702.000	Salary & Wages	31,200.00	7,800.00		2,600.00	23,400.00		25.00	
101-253-702.010	Salary & Wages Deputy	3,850.00	939.60		0.00	2,910.40		24.41	
101-253-710.000	Twp. Share Medicare Withholding	510.00	126.71		37.70	383.29		24.85	
101-253-714.000	Health Insurance	6,925.00	2,050.47		0.00	4,874.53		29.61	
101-253-715.000	Twp. Share Soc. Sec. Withholdg	2,175.00	541.87		161.20	1,633.13		24.91	
101-253-715.015	Retirement	5,180.00	1,287.00		429.00	3,893.00		24.85	
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	730.46		112.31	269.54		73.05	
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		0.00	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	14,272.76		3,340.21	45,212.24		23.99	
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	50.00		50.00	150.00		25.00	
101-257-801.000	Professional Services	3,500.00	2,541.48		0.00	958.52		72.61	
101-257-801.005	Contractual Assessor	39,500.00	9,099.99		3,033.33	30,400.01		23.04	
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	11,691.47		3,083.33	32,608.53		26.39	
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	174.00		174.00	1,476.00		10.55	
101-262-900.000	Printing & Publishing	100.00	79.30		0.00	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	253.30		174.00	3,696.70		6.41	
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	04/30/2019	04/30/2019	MONTH 04/30/2019	NORMAL (ABNORMAL)	BALANCE	% BDGT	USED	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)					
101-265-702.200	Salary & Wages Snowplowing	400.00	306.26	7.88		93.74	76.57			
101-265-710.000	Twp. Share Medicare Withholding	40.00	4.43	0.11		35.57	11.08			
101-265-715.000	Twp. Share Soc. Sec. Withholding	165.00	18.99	0.49		146.01	11.51			
101-265-715.015	Retirement	0.00	42.87	1.10		(42.87)	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	1,218.81	157.36		3,281.19	27.08			
101-265-930.000	Repair & Maintenance	2,600.00	555.00	144.00		2,045.00	21.35			
101-265-932.000	Grounds maintenance	800.00	171.86	0.00		628.14	21.48			
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	2,440.72	310.94		29,064.28	7.75			
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	1,903.13	1,400.00		21,096.87	8.27			
101-276-702.016	Salary & Wages Clerical Mangement	8,500.00	5,705.01	1,483.13		2,794.99	67.12			
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	306.26	7.88		93.74	76.57			
101-276-710.000	Twp. Share Medicare Withholding	650.00	114.77	41.92		535.23	17.66			
101-276-714.000	Health Insurance	7,200.00	2,563.08	0.00		4,636.92	35.60			
101-276-715.000	Twp. Share Soc. Sec. Withholdg	2,750.00	490.68	179.23		2,259.32	17.84			
101-276-715.015	Retirement	5,250.00	1,108.03	404.75		4,141.97	21.11			
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	123.25	72.00		3,876.75	3.08			
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	329.94	0.00		670.06	32.99			
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	637.16	210.47		1,862.84	25.49			
101-276-930.000	Repair & Maintenance	7,000.00	1,243.24	534.94		5,756.76	17.76			
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	14,797.33	4,334.32		111,962.67	11.67			

Dept 446 - HIGHWAYS & STREETS

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	04/30/2019	04/30/2019	MONTH 04/30/2019	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	
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	180,000.00	0.00	0.00	0.00	0.00	0.00	180,000.00	0.00	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	0.00
Dept 448 - STREET LIGHTS										
101-448-920.000	Public Utilities	9,500.00	2,129.09	2,129.09	35.92	35.92	35.92	7,370.91	22.41	22.41
	Total Dept 448 - STREET LIGHTS	9,500.00	2,129.09	2,129.09	35.92	35.92	35.92	7,370.91	22.41	22.41
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	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	0.00
Dept 721 - PLANNING COMMISSION										
101-721-702.000	SALARY AND WAGES	8,160.00	2,040.00	2,040.00	680.00	680.00	680.00	6,120.00	25.00	25.00
101-721-702.030	Salary & Wages Per Diems	3,250.00	370.80	370.80	164.80	164.80	164.80	2,879.20	11.41	11.41
101-721-710.000	Twp. Share Medicare Withholding	165.00	34.94	34.94	12.22	12.22	12.22	130.06	21.18	21.18
101-721-715.000	Twp. Share Soc. Sec. Withholding	710.00	149.47	149.47	52.40	52.40	52.40	560.53	21.05	21.05
101-721-715.015	Retirement	1,120.00	285.60	285.60	95.20	95.20	95.20	834.40	25.50	25.50
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	10,000.00	10,000.00	0.00	0.00	0.00	(7,000.00)	333.33	333.33
101-721-860.000	MILEAGE	300.00	0.00	0.00	0.00	0.00	0.00	300.00	0.00	0.00
101-721-900.000	Printing & Publishing	500.00	79.30	79.30	0.00	0.00	0.00	420.70	15.86	15.86
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	18,305.00	12,960.11	12,960.11	1,004.62	1,004.62	1,004.62	5,344.89	70.80	70.80
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
101-728-930.000	Repair & Maintenance	200.00	0.00	0.00	0.00	0.00	0.00	200.00	0.00	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	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	0.00
101-751-702.015	Salary & Wages Mangement	1,000.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	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	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	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	0.00
101-751-740.000	Operating Supplies	500.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00
101-751-920.000	Public Utilities	300.00	51.31	51.31	0.00	0.00	0.00	248.69	17.10	17.10
101-751-930.000	Repair & Maintenance	800.00	0.00	0.00	0.00	0.00	0.00	800.00	0.00	0.00
	Total Dept 751 - PARKS & RECREATION	6,095.00	51.31	51.31	0.00	0.00	0.00	6,043.69	0.84	0.84
TOTAL EXPENDITURES		745,715.00	104,397.62	104,397.62	30,912.63	30,912.63	30,912.63	641,317.38	14.00	14.00

GL NUMBER	DESCRIPTION	2019 AMENDED BUDGET	YTD BALANCE 04/30/2019 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2019 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL OPERATING FUND:						
TOTAL REVENUES		768,600.00	254,122.64	0.00	514,477.36	33.06
TOTAL EXPENDITURES		745,715.00	104,397.62	30,912.63	641,317.38	14.00
NET OF REVENUES & EXPENDITURES		22,885.00	149,725.02	(30,912.63)	(126,840.02)	654.25
Fund 203 - PERRY STREET CORRIDOR SIDEWALK						
Revenues						
Dept 000 - GENERAL						
203-000-665.000	SPECIAL ASSESSMENT INTEREST	4,000.00	33,673.11	0.00	(29,673.11)	841.83
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	50,882.76	0.00	3,117.24	94.23
TOTAL REVENUES		54,000.00	50,882.76	0.00	3,117.24	94.23
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	50,882.76	0.00	3,117.24	94.23
TOTAL EXPENDITURES		54,000.00	0.00	0.00	54,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	50,882.76	0.00	(50,882.76)	100.00
Fund 204 - MUNICIPAL STREET FUND						
Revenues						
Dept 000 - GENERAL						
204-000-405.000	B.R.T. Road Millage	215,000.00	194,943.87	0.00	20,056.13	90.67
Total Dept 000 - GENERAL		215,000.00	194,943.87	0.00	20,056.13	90.67
TOTAL REVENUES		215,000.00	194,943.87	0.00	20,056.13	90.67
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)	04/30/2019	NORMAL (ABNORMAL)	MONTH 04/30/2019	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDGT USED
TOTAL EXPENDITURES										
		215,000.00	0.00	194,943.87	0.00	0.00	0.00	215,000.00	215,000.00	0.00
Fund 204 - MUNICIPAL STREET FUND:										
		215,000.00		194,943.87		0.00	0.00	20,056.13	20,056.13	90.67
TOTAL REVENUES										
		215,000.00		0.00		0.00	0.00	215,000.00	215,000.00	0.00
NET OF REVENUES & EXPENDITURES										
		0.00		194,943.87		0.00	0.00	(194,943.87)	(194,943.87)	100.00
Fund 206 - FIRE FUND										
Revenues										
Dept 000 - GENERAL										
206-000-403.000	Current Real Property Tax	215,000.00		151,487.63		0.00	0.00	63,512.37	63,512.37	70.46
206-000-411.000	Delinquent Real Property Tax	0.00		43,456.24		0.00	0.00	(43,456.24)	(43,456.24)	100.00
206-000-582.000	Contribution Mecosta Co. F.R.	15,000.00		5,802.88		0.00	0.00	9,197.12	9,197.12	38.69
206-000-664.000	Int. & Div. on Earnings	500.00		883.24		0.00	0.00	(383.24)	(383.24)	176.65
	Total Dept 000 - GENERAL	230,500.00		201,629.99		0.00	0.00	28,870.01	28,870.01	87.48
TOTAL REVENUES										
		230,500.00		201,629.99		0.00	0.00	28,870.01	28,870.01	87.48
Expenditures										
Dept 336 - FIRE DEPARTMENT										
206-336-702.000	Salary & Wages	48,000.00		12,002.63		4,000.20	4,000.20	35,997.37	35,997.37	25.01
206-336-702.025	Salary & Wages Reports	1,200.00		279.00		99.00	99.00	921.00	921.00	23.25
206-336-702.030	Salary & Wages Preincident Surveys	3,000.00		900.00		675.00	675.00	2,100.00	2,100.00	30.00
206-336-702.050	Salary & Wages First Responder	20,000.00		5,000.86		1,666.68	1,666.68	14,999.14	14,999.14	25.00
206-336-702.080	Chief Salary & Wages	12,500.00		3,211.66		1,032.04	1,032.04	9,288.34	9,288.34	25.69
206-336-702.085	Ass't Chiefs Salary & Wages	10,000.00		2,462.95		837.45	837.45	7,537.05	7,537.05	24.63
206-336-702.200	Salary & Wages Snowplowing	500.00		332.51		34.13	34.13	167.49	167.49	66.50
206-336-710.000	Twp. Share Medicare Withholding	1,375.00		350.74		121.02	121.02	1,024.26	1,024.26	25.51
206-336-715.000	Twp. Share Soc. Sec. Withholdg	5,875.00		1,499.77		517.37	517.37	4,375.23	4,375.23	25.53
206-336-715.015	Retirement	0.00		46.55		4.78	4.78	(46.55)	(46.55)	100.00
206-336-727.000	Office Supplies	1,500.00		225.40		225.40	225.40	1,274.60	1,274.60	15.03
206-336-740.000	Operating Supplies	15,500.00		5,997.68		621.96	621.96	9,502.32	9,502.32	38.69
206-336-801.000	Professional Services	0.00		306.00		64.00	64.00	(306.00)	(306.00)	100.00
206-336-850.000	Communication	2,750.00		471.08		0.00	0.00	2,278.92	2,278.92	17.13
206-336-860.000	Transportation	100.00		294.18		294.18	294.18	(194.18)	(194.18)	294.18
206-336-880.000	Community Promotion	1,000.00		0.00		0.00	0.00	1,000.00	1,000.00	0.00
206-336-900.000	Printing & Publishing	100.00		0.00		0.00	0.00	100.00	100.00	0.00
206-336-920.000	Public Utilities	10,000.00		3,553.84		389.13	389.13	6,446.16	6,446.16	35.54
206-336-930.000	Repair & Maintenance	14,000.00		5,031.80		696.80	696.80	8,968.20	8,968.20	35.94
206-336-935.000	Bldg. & Grounds Repair & Maintenance	3,800.00		129.44		0.00	0.00	3,670.56	3,670.56	3.41
206-336-956.000	Miscellaneous	100.00		0.00		0.00	0.00	100.00	100.00	0.00
206-336-958.000	Membership & Dues	500.00		75.00		75.00	75.00	425.00	425.00	15.00

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	04/30/2019	NORMAL (ABNORMAL)	04/30/2019	MONTH 04/30/2019	NORMAL (ABNORMAL)	BALANCE	% BDGT
						INCREASE (DECREASE)		USED	
206-336-960.000	Education	4,000.00	0.00		0.00		4,000.00	0.00	
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		0.00		15,452.48	25.71	
206-336-978.000	Capital Outlay \$10,000 and above	0.00	16,122.00		16,122.00		(16,122.00)	100.00	
Total Dept 336 - FIRE DEPARTMENT		205,100.00	64,497.26		27,476.14		140,602.74	31.45	
TOTAL EXPENDITURES		205,100.00	64,497.26		27,476.14		140,602.74	31.45	
Fund 206 - FIRE FUND:									
TOTAL REVENUES		230,500.00	201,629.99		0.00		28,870.01	87.48	
TOTAL EXPENDITURES		205,100.00	64,497.26		27,476.14		140,602.74	31.45	
NET OF REVENUES & EXPENDITURES		25,400.00	137,132.73		(27,476.14)		(111,732.73)	539.89	
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	04/30/2019	NORMAL (ABNORMAL)	04/30/2019	MONTH 04/30/2019	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDGT USED
Expenditures										
Dept 000 - GENERAL										
246-000-996.100	Interest Payment	4,000.00	0.00		0.00		0.00		4,000.00	0.00
246-000-999.000	Trans to other fund	50,000.00	0.00		0.00		0.00		50,000.00	0.00
Total Dept 000 - GENERAL		54,000.00	0.00		0.00		0.00		54,000.00	0.00
TOTAL EXPENDITURES										
		54,000.00	0.00		0.00		0.00		54,000.00	0.00
Fund 246 - TOWNSHIP IMPROV REV. FUND:										
TOTAL REVENUES										
		54,000.00	0.00		0.00		0.00		54,000.00	0.00
TOTAL EXPENDITURES										
		54,000.00	0.00		0.00		0.00		54,000.00	0.00
NET OF REVENUES & EXPENDITURES										
		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	5,386.00		0.00		0.00		54,989.00	8.92
249-000-664.000	Int. & Div. on Earnings	50.00	0.00		0.00		0.00		50.00	0.00
249-000-676.000	Reimbursements	0.00	339.37		0.00		0.00		(339.37)	100.00
Total Dept 000 - GENERAL		60,425.00	5,725.37		0.00		0.00		54,699.63	9.48
TOTAL REVENUES										
		60,425.00	5,725.37		0.00		0.00		54,699.63	9.48
Expenditures										
Dept 371 - BUILDING INSPECTION DEPARTMENT										
249-371-702.000	Salary & Wages	10,000.00	2,408.51		943.54		943.54		7,591.49	24.09
249-371-702.020	Salary & Wages Clerical Help	11,750.00	2,937.60		979.20		979.20		8,812.40	25.00
249-371-703.000	Salary & Wages Electrical Insp	6,100.00	1,089.90		354.10		354.10		5,010.10	17.87
249-371-704.000	Salary & Wages Plbg-Mech Insp	8,600.00	1,834.30		637.30		637.30		6,765.70	21.33
249-371-705.000	SAL & WAGES SITE PLAN REVIEW	4,500.00	250.00		50.00		50.00		4,250.00	5.56
249-371-710.000	Twp. Share Medicare Withholding	595.00	123.55		42.98		42.98		471.45	20.76
249-371-714.000	Health Insurance	2,580.00	820.23		0.00		0.00		1,759.77	31.79
249-371-715.000	Twp. Share Soc. Sec. Withholdg	2,540.00	528.26		183.78		183.78		2,011.74	20.80
249-371-715.015	Retirement	1,620.00	411.27		137.09		137.09		1,208.73	25.39
249-371-720.000	Medical Reimbursement	400.00	125.00		0.00		0.00		275.00	31.25
249-371-727.000	Office Supplies	200.00	127.31		21.12		21.12		72.69	63.66
249-371-740.000	Operating Supplies	200.00	0.00		0.00		0.00		200.00	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	540.00	45.00		15.00		15.00		495.00	8.33
249-371-860.000	Transportation	2,000.00	367.72		186.76		186.76		1,632.28	18.39

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	04/30/2019	NORMAL (ABNORMAL)	04/30/2019	MONTH 04/30/2019	NORMAL (ABNORMAL)	BALANCE	% BDGT
						INCREASE (DECREASE)			USED
249-371-900.000	Printing & Publishing	150.00	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	7,200.00	0.00	0.00
249-371-958.000	Membership & Dues	200.00	62.50	0.00	0.00	0.00	137.50	31.25	31.25
249-371-960.000	Education	750.00	15.00	0.00	15.00	0.00	735.00	2.00	2.00
Total Dept 371 - BUILDING INSPECTION DEPARTMENT		60,425.00	11,146.15		3,565.87		49,278.85	18.45	18.45
TOTAL EXPENDITURES		60,425.00	11,146.15		3,565.87		49,278.85	18.45	18.45
Fund 249 - BUILDING INSPECTION FUND:									
TOTAL REVENUES		60,425.00	5,725.37		0.00		54,699.63	9.48	9.48
TOTAL EXPENDITURES		60,425.00	11,146.15		3,565.87		49,278.85	18.45	18.45
NET OF REVENUES & EXPENDITURES		0.00	(5,420.78)		(3,565.87)		5,420.78	100.00	100.00
Fund 271 - LIBRARY FUND									
Revenues									
Dept 000 - GENERAL									
271-000-402.000	Current Real Property Tax	28,900.00	25,984.27		0.00		2,915.73	89.91	89.91
Total Dept 000 - GENERAL		28,900.00	25,984.27		0.00		2,915.73	89.91	89.91
TOTAL REVENUES		28,900.00	25,984.27		0.00		2,915.73	89.91	89.91
Expenditures									
Dept 000 - GENERAL									
271-000-991.010	CONTRACT PAYMENT BIG RAPIDS PUBLIC LIBRA	26,588.00	0.00		0.00		26,588.00	0.00	0.00
271-000-991.020	CONTRACT PAYMENT WALTON ERICKSON LIBRAR	2,312.00	0.00		0.00		2,312.00	0.00	0.00
Total Dept 000 - GENERAL		28,900.00	0.00		0.00		28,900.00	0.00	0.00
Dept 790 - LIBRARY									
271-790-991.010	Contract Payment BIG RAPIDS PUB LIB	0.00	26,767.57		26,767.57		(26,767.57)	100.00	100.00
271-790-991.020	CONTRACT PAYMENT WALTON ERICKSON LIB	0.00	2,327.62		2,327.62		(2,327.62)	100.00	100.00
Total Dept 790 - LIBRARY		0.00	29,095.19		29,095.19		(29,095.19)	100.00	100.00
TOTAL EXPENDITURES		28,900.00	29,095.19		29,095.19		(195.19)	100.68	100.68
Fund 271 - LIBRARY FUND:									
TOTAL REVENUES		28,900.00	25,984.27		0.00		2,915.73	89.91	89.91
TOTAL EXPENDITURES		28,900.00	29,095.19		29,095.19		(195.19)	100.68	100.68
NET OF REVENUES & EXPENDITURES		0.00	(3,110.92)		(29,095.19)		3,110.92	100.00	100.00
Fund 401 - CEMETERY ENTRANCE BUILDING									
Revenues									

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	NORMAL (ABNORMAL)	04/30/2019	NORMAL (ABNORMAL)	MONTH 04/30/2019	INCREASE (DECREASE)	BALANCE	% BDGT USED
CONTRIBUTIONS AND DONATIONS									
Dept 000 - GENERAL		0.00	3,000.00	3,000.00		0.00		(3,000.00)	100.00
401-000-674.000		0.00	3,000.00	3,000.00		0.00		(3,000.00)	100.00
Total Dept 000 - GENERAL		0.00	3,000.00	3,000.00		0.00		(3,000.00)	100.00
TOTAL REVENUES									
Expenditures									
Dept 567 - CEMETERY		0.00	85.80	85.80		85.80		(85.80)	100.00
401-567-880.000	Community Promotion	0.00	85.80	85.80		85.80		(85.80)	100.00
Total Dept 567 - CEMETERY		0.00	85.80	85.80		85.80		(85.80)	100.00
TOTAL EXPENDITURES									
Fund 401 - CEMETERY ENTRANCE BUILDING:									
TOTAL REVENUES									
TOTAL EXPENDITURES									
NET OF REVENUES & EXPENDITURES									
Fund 590 - SEWER FUND									
Revenues									
Dept 000 - GENERAL		30,000.00	4,158.00	4,158.00		0.00		25,842.00	13.86
590-000-539.010	SAW GRANT	30,000.00	4,158.00	4,158.00		0.00		25,842.00	13.86
590-000-625.000	TAP IN FEES	15,000.00	0.00	0.00		0.00		15,000.00	0.00
590-000-626.000	Charg. for Serv. (utilities)	595,000.00	144,296.88	144,296.88		0.00		450,703.12	24.25
590-000-627.000	Penalty on Delinquent Utility Bills	5,000.00	1,936.41	1,936.41		0.00		3,063.59	38.73
590-000-664.000	Int. & Div. on Earnings	3,000.00	3,318.33	3,318.33		0.00		(318.33)	110.61
590-000-676.000	Reimbursements	0.00	109.67	109.67		0.00		(109.67)	100.00
Total Dept 000 - GENERAL		648,000.00	153,819.29	153,819.29		0.00		494,180.71	23.74
TOTAL REVENUES									
648,000.00									
153,819.29									
0.00									
23.74									
Expenditures									
Dept 521 - SEWER FUND		8,000.00	2,000.01	2,000.01		666.67		5,999.99	25.00
590-521-702.000	Salary & Wages	8,000.00	2,000.01	2,000.01		666.67		5,999.99	25.00
590-521-702.200	Salary & Wages Snowplowing	500.00	306.26	306.26		7.88		193.74	61.25
590-521-710.000	Twp. Share Medicare Withholding	125.00	33.45	33.45		9.78		91.55	26.76
590-521-714.000	Health Insurance	1,775.00	512.61	512.61		0.00		1,262.39	28.88
590-521-715.000	Twp. Share Soc. Sec. Withholdg	530.00	142.99	142.99		41.82		387.01	26.98
590-521-715.015	Retirement	1,320.00	372.88	372.88		111.10		947.12	28.25
590-521-720.000	Medical Reimbursement	310.00	0.00	0.00		0.00		310.00	0.00
590-521-727.000	Office Supplies	800.00	254.06	254.06		112.31		545.94	31.76

GL NUMBER	DESCRIPTION	2019 AMENDED BUDGET	YTD BALANCE 04/30/2019		ACTIVITY FOR MONTH 04/30/2019		AVAILABLE		
			NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDTG USED	
Revenues									
Dept 000 - GENERAL	Penalties & Interest on Taxes	1,000.00	1,739.24	(739.24)	0.00	(739.24)	173.92		
703-000-445.000		1,000.00	1,739.24	(739.24)	0.00	(739.24)	173.92		
Total Dept 000 - GENERAL		1,000.00	1,739.24	(739.24)	0.00	(739.24)	173.92		
TOTAL REVENUES									
Expenditures									
Dept 000 - GENERAL	Expenditure Control	1,000.00	0.00	1,000.00	0.00	1,000.00	0.00		
703-000-700.000		1,000.00	0.00	1,000.00	0.00	1,000.00	0.00		
Total Dept 000 - GENERAL		1,000.00	0.00	1,000.00	0.00	1,000.00	0.00		
TOTAL EXPENDITURES									
Fund 703 - CURRENT TAX COLLECTION FUND:									
TOTAL REVENUES									
TOTAL EXPENDITURES									
NET OF REVENUES & EXPENDITURES									
Fund 708 - METRO FUND									
Revenues									
Dept 000 - GENERAL	METRO Revenue	5,100.00	1,796.89	3,303.11	0.00	3,303.11	35.23		
708-000-576.000		5,100.00	1,796.89	3,303.11	0.00	3,303.11	35.23		
Total Dept 000 - GENERAL		5,100.00	1,796.89	3,303.11	0.00	3,303.11	35.23		
TOTAL REVENUES									
Fund 708 - METRO FUND:									
TOTAL REVENUES									
TOTAL EXPENDITURES									
NET OF REVENUES & EXPENDITURES									
Fund 711 - HIGHLAND VIEW CEMETERY									
Revenues									
Dept 000 - GENERAL	Int. & Div. on Earnings	900.00	0.37	899.63	0.00	899.63	0.04		
711-000-664.000		900.00	0.37	899.63	0.00	899.63	0.04		
Total Dept 000 - GENERAL		900.00	0.37	899.63	0.00	899.63	0.04		
TOTAL REVENUES									
Fund 711 - HIGHLAND VIEW CEMETERY:									

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE		% BDTG USED
		AMENDED BUDGET	2019	04/30/2019	04/30/2019	MONTH 04/30/2019	04/30/2019	BALANCE	% BDTG USED	
TOTAL REVENUES		900.00		0.37	0.00	0.00	0.00	899.63	0.04	
TOTAL EXPENDITURES		0.00		0.00	0.00	0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES		900.00		0.37	0.00	0.00	0.00	899.63	0.04	

TOTAL REVENUES - ALL FUNDS		2,127,005.00		946,566.88		0.00		1,180,438.12	44.50	
TOTAL EXPENDITURES - ALL FUNDS		2,063,665.00		357,875.68		123,683.05		1,705,789.32	17.34	
NET OF REVENUES & EXPENDITURES		63,340.00		588,691.20		(123,683.05)		(525,351.20)	929.41	

03/29/2019 11:38 AM
 User: RENE
 DB: Big Rapids Twp

CHECK REGISTER FOR BIG RAPIDS TOWNSHIP
 CHECK DATE FROM 03/06/2019 - 04/02/2019

Item "E"

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank GEN GENERAL TOWNSHIP CHECKING					
03/19/2019	GEN	31484	AME00	AT &T	420.34
03/19/2019	GEN	31485	BIG01	BIG RAPIDS TWP SEWER REC. FUND	43.12
03/19/2019	GEN	31486	CHA01	CHARTER COMMUNICATIONS	109.98
03/19/2019	GEN	31487	CIT02	BIG RAPIDS CITY TREASURER	25,569.38
03/19/2019	GEN	31488	CON00	CONSUMERS ENERGY	867.51
03/19/2019	GEN	31489	DTE00	DTE ENERGY	1,411.12
03/19/2019	GEN	31490	GRANGER	GRANGER	70.00
03/19/2019	GEN	31491	GRE02	GREAT LAKES ENERGY	19.96
03/19/2019	GEN	31492	HOPE	HOPE NETWORK WEST MICHIGAN	81.00
03/19/2019	GEN	31493	MEC01	MECOSTA COUNTY ROAD COMMISSION	228.86
03/19/2019	GEN	31494	PIO00	THE PIONEER GROUP	189.10
03/19/2019	GEN	31495	PRIORITY H	PRIORITY HEALTH	1,918.71
04/02/2019	GEN	31496	BS&00	BS&A SOFTWARE	3,033.33
04/02/2019	GEN	31497	CHAPMAN	JAMES CHAPMAN	315.14
04/02/2019	GEN	31498	CIT02	BIG RAPIDS CITY TREASURER	26,767.57
04/02/2019	GEN	31499	CON00	CONSUMERS ENERGY	3,137.40
04/02/2019	GEN	31500	CSI	CSI EMERGENCY APPARATUS, LLC	16,122.00
04/02/2019	GEN	31501	DIETRICH	GEORGE DIETRICH	237.88
04/02/2019	GEN	31502	DINGES	DINGES FIRE COMPANY	353.44
04/02/2019	GEN	31503	DTE00	DTE ENERGY	27.09
04/02/2019	GEN	31504	FAR01	BIG RAPIDS FARM & GARDEN	288.00
04/02/2019	GEN	31505	FIR00	FIRST NATIONAL BANK	558.48
04/02/2019	GEN	31506	HAT00	PHIL HATCHEW AUTO PARTS, LLC	346.75
04/02/2019	GEN	31507	KEVIN C	KEVIN CUSHWAY	875.00
04/02/2019	GEN	31508	MEC01	MECOSTA COUNTY ROAD COMMISSION	404.15
04/02/2019	GEN	31509	MEN00	MENARDS	131.66
04/02/2019	GEN	31510	MER00	MICHIGAN ELECTION RESOURCES	174.00
04/02/2019	GEN	31511	MISSION	MISSION COMMUNICATIONS	1,924.00
04/02/2019	GEN	31512	MOS00	MICHIGAN OFFICE SOLUTIONS	191.54
04/02/2019	GEN	31513	MSF00	MI STATE FIREMEN'S ASSOCIATION	75.00
04/02/2019	GEN	31514	NORTHWEST	NORTHWEST KENT MECHANICAL CO.	10,354.67
04/02/2019	GEN	31515	PIO00	THE PIONEER GROUP	186.00
04/02/2019	GEN	31516	PRO00	PROGRESSIVE AE	14,922.06
04/02/2019	GEN	31517	PSI00	PRINTING SYSTEMS, INC.	174.59
04/02/2019	GEN	31518	RYA00	RYAN'S MODERN SEWER CLEANING	760.00
04/02/2019	GEN	31519	SBS00	SMALL BUSINESS ADMIN SERVICES LLC	161.50
04/02/2019	GEN	31520	SHBROCC	SPECTRUM HEALTH BR OCCUPATIONAL HEA	64.00
04/02/2019	GEN	31521	SIG00	SIEGFRIED CRANDALL, PC	6,300.00
04/02/2019	GEN	31522	STA01	STATE STREET HARDWARE	57.91
04/02/2019	GEN	31523	WALT00	WALTON ERICKSON PUBLIC LIBRARY	2,327.62
04/02/2019	GEN	31524	WIN01	WINDEMULLER	240.99
04/02/2019	GEN	31525	XEROX	XEROX FINANCIAL SERVICES	352.06
04/02/2019	GEN	31526	BIG RAPIDS	BIG RAPIDS FLEET & AUTO REPAIR, INC	147.35
04/02/2019	GEN	31527	CIT00	CITY OF BIG RAPIDS	20.30
04/02/2019	GEN	31528	COO00	COOK'S BLACKSMITH WELDING INC.	107.32
04/02/2019	GEN	31529	HAT00	PHIL HATCHEW AUTO PARTS, LLC	72.00
04/02/2019	GEN	31530	MEN00	MENARDS	47.48
04/02/2019	GEN	31531	STAP0	STAPLES	159.96
03/29/2019	GEN	9930053 (E)	VOYA	VOYA FINANCIAL	4,041.15
04/01/2019	GEN	9930054 (E)	CHE00	CHEMICAL BANK CENTRAL	5,657.88
04/01/2019	GEN	9930055 (E)	JHI00	JOHN HANCOCK LIFE INSURANCE COMPANY	2,536.95
04/01/2019	GEN	9930056 (E)	STA00	STATE OF MICHIGAN	825.59

GEN TOTALS:

Total of 52 Checks:	135,408.89
Less 0 Void Checks:	0.00
Total of 52 Disbursements:	135,408.89

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount
04/01/2019	GEN	11578	MASON, BRENT	3,740.00	3,128.32
04/01/2019	GEN	11579	STANEK, WILLIAM F	2,650.00	643.15
04/01/2019	GEN	11580	DOUGLASS, PERRY IV A	1,512.45	1,165.14
04/01/2019	GEN	11581	AMBLER, ALLEN S	50.85	44.29
04/01/2019	GEN	11582	TUBBS, JAMES	1,035.04	945.50
04/01/2019	GEN	11583	PEREZ, ADAM	110.49	96.23
04/01/2019	GEN	11584	WILLIAMS, TRAVIS A	431.01	379.72
04/01/2019	GEN	11585	JOHNSON, CARMELITA S.	67.80	45.62
04/01/2019	GEN	11586	CHAPMAN, JAMES M	392.40	345.70
04/01/2019	GEN	11587	BIRD, RANDY	279.54	246.28
04/01/2019	GEN	11588	SUGGATE, ALAYNA	424.98	333.70
04/01/2019	GEN	11589	LOWNEY, AUSTIN M	204.03	179.75
04/01/2019	GEN	11590	PRANGER, RYAN E	271.20	212.96
04/01/2019	GEN	11591	WINDER-RUDD, DOMINIC D	110.49	97.34
04/01/2019	GEN	11592	BRYANT, ELIZABETH L	199.50	132.86
04/01/2019	GEN	11593	WYMA, NICHOLAS A	544.26	479.49
04/01/2019	GEN	11594	JONES, JERRAD C	531.42	446.70
04/01/2019	GEN	11595	HANEY, PAUL J	66.08	43.34
04/01/2019	GEN	11596	SPRIK, HANNAH M	599.40	499.79
04/01/2019	GEN	11597	KRAUSENECK, SHANE C	528.18	444.18
04/01/2019	GEN	11598	FITZGERALD, LINDSAY P	158.99	140.06
04/01/2019	GEN	11599	THATCHER, SHANE W	633.27	519.92
04/01/2019	GEN	11600	BUYS, RANDALL J	158.99	146.83
04/01/2019	GEN	11601	FOUNTAIN, RENE M	3,416.67	2,570.95
04/01/2019	GEN	11602	JACOBS, PHYLLIS R.	13.40	12.38
04/01/2019	GEN	11603	VIDETICH, GREGORY J	180.00	166.23
04/01/2019	GEN	11604	BANDSTRA, ALICE J	187.60	165.28
04/01/2019	GEN	11605	BEAN, SUSAN	187.60	165.28
04/01/2019	GEN	11606	DIETRICH, GEORGE	993.54	876.47
04/01/2019	GEN	11607	ANTOR, GERALD A	637.30	588.54
04/01/2019	GEN	11608	CALIFF, MICHAEL H	354.10	308.23
04/01/2019	GEN	11609	CURRIE, PENNY M	3,266.67	899.45
04/01/2019	GEN	11610	MANEKE, BRANDON K	2,948.78	2,199.42
04/01/2019	GEN	11611	OLIVER, GORDON	41.20	36.30
04/01/2019	GEN	11612	SWEPPENHEISER, MARK A	41.20	38.05
04/01/2019	GEN	11613	COOK, ZACHARY F	41.20	38.05
04/01/2019	GEN	11614	WETHINGTON, AMANDA R	41.20	36.30
04/01/2019	GEN	11615	GEIB, ANTHONY C	145.83	128.48
04/01/2019	GEN	11616	EVERETT, JERALD D	145.83	128.48
04/01/2019	GEN	11617	MERENDINO, CHRISTOPHER B	145.83	128.48
04/01/2019	GEN	STUB15	BEAN, CARMEN	145.83	0.00

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount
Totals:				27,634.15	19,203.24
			Number of Checks:	041	
Total Physical Checks:			40		
Total Check Stubs:			1		

Monthly Permit List

03/29/2019

Building

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB19-0004	WITBECK RONALD E & DIANA	18914 13 MILE RD	\$220.00	\$9,320
Work Description: Addition of 14' x 24' garage and 10' x 13' screened-in porch to existing single family dwelling.				

Total Permits For Type: 1
Total Fees For Type: \$220.00
Total Const. Value For Type: \$9,320

Electrical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PE19-0008	TINGLEY ANDREW & LAURA	17781 195TH AVE	\$85.00	\$0
Work Description: 200 amp service, 1 inspection.				
PE19-0009	JOHNSON MICHELLE	12185 NORTHLAND DR	\$90.00	\$0
Work Description: 200 amp service only.				
PE19-0010	WAL-MART PROPERTY TAX D	21400 PERRY AVE	\$151.00	\$0
Work Description: 4 Circuits, 25 light fixtures, 2 inspection , Cert. fee.				
PE19-0011	WECKESSER KEVIN M & JENS	14645 TOMAHAWK LN	\$131.00	\$0
Work Description: 2 circuits, 25 light fixtures, 2 inspections.				

Total Permits For Type: 4
Total Fees For Type: \$457.00
Total Const. Value For Type: \$0

Mechanical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PM19-0010	BURNS, NICHOLAS C. ET UX	14145 205TH AVE	\$105.00	\$0
Work Description: Gas burning furnace, 1 inspection				
PM19-0011	CRUZ LINDA REVOCABLE TRU	901 SHERIDAN ST	\$105.00	\$0
Work Description: Gas burning fireplace, 1 inspection.				
PM19-0012	HAMEED MOHAMED FOUZI A	14640 SQUAW LN	\$80.00	\$0
Work Description: Water heater, flue/vent, 1 inspection.				
PM19-0013	JACQUE, KEITH T. ET UX	13377 WOODLAND CT	\$105.00	\$0
Work Description: Gas/Oil burning furnace, 1 inspection.				

Total Permits For Type: 4
Total Fees For Type: \$395.00
Total Const. Value For Type: \$0

Plumbing

Permit #	Contractor	Job Address	Fee Total	Const. Value
PP19-0002	WECKESSER KEVIN M & JENS	14645 TOMAHAWK LN	\$143.00	\$0
Work Description: 4 fixtures, 1 stack, water distrib sys, 2 inspections.				
PP19-0003	WAL-MART PROPERTY TAX D	21400 PERRY AVE	\$125.00	\$0
Work Description: Demo and cap water and drains. 2 inspections.				

Total Permits For Type: 2
Total Fees For Type: \$268.00
Total Const. Value For Type: \$0

Zoning Clearance

Permit #	Contractor	Job Address	Fee Total	Const. Value
PZ19-0004	WITBECK RONALD E & DIANA	18914 13 MILE RD	\$25.00	\$0
Work Description: 14' x 24' garage addition and 10' x 13' screened-in porch addition to existing single family dwelling.				

Total Permits For Type: 1
Total Fees For Type: \$25.00
Total Const. Value For Type: \$0

Report Summary

Population: All Records
 Permit.DateIssued Between
 3/1/2019 12:00:00 AM AND
 3/31/2019 11:59:59 PM

Grand Total Fees:	\$1,365.00
Grand Total Permits:	12
Grand Total Const. Value:	\$9,320

Big Rapids Charter Township

Cemetery and Grounds Monthly Report

March 2019

March activity:

- Total of 8 deceased interred to cemetery vault
- Spring prep work on machines

Month summary:

March was quite uneventful. The anticipation of warmer temperatures is here. All machines have either been tuned up, or are in process of preseason prep work.

We did receive the mechanical report from State St. Hardware regarding mower #2. 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, this is our oldest mower; and was scheduled to be replaced next year under the CIP.

Without going into deep technicalities, the mower had an internal engine component go bad, thus sparking a chain reaction of issues. One of the issues being that the engine cannot retain oil. We were given 3 options as to what we can do with this machine. I have attached the estimated repairs with this report. Option 1 is to replace all the seals and gaskets on the engine. This would stop the oil from leaking, but would not make the machine safely useable for us. Option 2 is to put in a new short block, or essentially a new engine. This repair would allow the mower to be operable, but is not recommended, given that this is our oldest machine that has all other non-engine components aging.

My recommendation, and request, is that we replace this machine per rotation under the CIP.

Respectfully submitted,

Brandon Maneke

Grounds Manager

FIRE DEPARTMENT REPORT

APRIL 2, 2019

Item "1"

General:

The department continues to run well. March brought more calls and we are back at more than one per day on the year. We put in for surplus military equipment through the DNR and were able to obtain 4 generator light plants along with a 1996 Ford F800 that is four-wheel drive. We have inspected the Ford and believe that it will suit our needs and would like the board's permission to keep it and start planning for putting it into service. We believe that we can get it operational for grass fires for less than \$3000.00. This would include a tank, pump, plumbing and paint. We have leads on several items for the truck at little to no cost as well as having many items in stock here at the station. This truck is different than our past vehicles through the DNR. It comes from the Dept. of Defense. This vehicle must be kept in our inventory for 4 years. After 4 years we can do with it as we wish, including selling it and keeping the profits. We are still required to have it inspected each year and in service within 3 years. We must show progress toward getting it into service at each inspection.

Call Volume:

Total calls for the month of February 2019: 32

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

Year to Date Call volume 2018: 96

Year to Date Response Times:

Turnout Time (dispatch to truck en-route): 5 minutes and 19 seconds.

Response Time (dispatch to on scene): 11 minutes and 55 seconds.

Year to Date Call Locations:

BR TWP	81
City of Big Rapids	2
Ewart	1
Green	5
Mecosta	3
Osceola County	1
Newaygo County	2
Isabella County	1

Personnel:

We would like to add Crystal Hawley to the roster. She has family ties to the fire service and is currently a CNA at Metron. She has been interviewed and recommended by the Officers, Chief and Supervisor.

Training:

Training this month consisted of monthly truck checks, Fire Scene Operations, Wildland Fire Prep and Weather Spotter.

Repairs Completed:

The float pump for Tender 3 was repaired and placed back into service.

Station Maintenance:

Nothing to report

Budget/Purchasing over \$2,500.00:

We would like permission to spend up to \$3,000.00 to get the Ford F800 in service.

We would like permission to have our foam pro system on Engine 1 replaced. It has been out of service for some time and is a necessary item on the truck. The cost for parts is \$7,500.00 plus installation and calibration. We are still waiting for a total on the labor but estimate it to be approximately \$1,000.00.



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

March 29, 2019

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

RE: Monthly Lift Station Report

Dear Bill,

March was a busy month, as you know we had a major water event at Sheridan lift station that we were able to get ahead of with the help of Schultz Septic. We were able to finalize the Mission unit installs and get four stations on volumetric flow. Venlo lift station, pump #2 is barely moving water. We pulled the pump on the 28th of March to evaluate what is going on and found the impeller was very wore down and virtually useless. We are looking in to that and should have an answer sometime next week. Othewise, the lift stations are functioning properly.

Sincerely,

Todd Shank
Northwest Kent Mechanical Co.

Big Rapids Township Industrial Park Water Treatment Plant Monthly Report

April 27th 2019

All operations are normal at the plant. Maintaining a chlorine residual of about .35 mg/liter or .35 ppm. All effluent discharge pumps are working good as well as the VFD's. Well number 2 working Good and providing ample water for the system. All other electronics working well and and Sensa-Phone has only gone offline a few times as usual with ice on the roof and ice sliding off the metal roof. Diesel fuel at just under $\frac{3}{4}$ of a tank for generator. Re-ordered some chemicals for the Hach chlorine analyzer and received them. Submitted Water Use Report to the State online and it seemed to take it when submitted, had some trouble with it last year, there is no charge for water use as we are under 1.5 million gallons a year. All other electronics and chemical feeders and equipment functioning normally.

**Board of Review
Organizational Meeting**

Big Rapids Township Hall
14212 Northland Drive, Big Rapids, MI 49307

March 5, 2019

9:00 AM

Minutes

Bandstra, Bean, and Jacobs present. Videtich absent
Also Present were supervisor Stanek and Assessor, David Kirwin

Stanek called the meeting to order at 9:00 am.

The first item of business was to elect a chair and vice chair.
Phyllis moved and Sue supported to nominate Greg as chair again, motion passed
Phyllis moved and Sue supported to nominate Alice as vice chair, motion passed

Alice took over chairing the meeting at this time.

No public comment

Sue moved and Phyllis supported to accept the minutes with the spelling correction on the second page to correct the word forest. Minutes were accepted.

David presented the board with Certified Assessment Roll for 2019

Including: L-4037 Ad Valorem
L-4037 IFT
L-4037 DNR

David also when over the L-4022's, roll changes, and supporting documentation to show that everything balanced. The 2019 assessed value when up by 9.52%, while the taxable value went up 6.12%

David also presented sales information. We had 268 arms-length sales since April 1, 2016. This give us a good breakdown of every category for sales comparisons. He explained how he used the manual, the information on each property and then the sales comparisons to come up with the true assessed value. Sales in our area have been very good over the past couple of years.

Sue moved that we set a 10-minute maximum for each person. Phyllis supported, motion passed

Meeting adjourned at 9:58 am

Bill Stanek, secretary

**BIG RAPIDS CHARTER TOWNSHIP
2019 BOARD OF REVIEW
14212 Northland Drive, Big Rapids Mi 49307
MARCH MEETING**

Meeting called to order at 1:00 pm on March 11th by chairperson Greg Videtich
present were sue Bean, Greg Videtich and Alice Bandstra
also present were David Kirwin and Bill Stanek

MBOR19-01

By: Seager Revocable Joint Trust 17830 195th Avenue
Parcel 05-002-002-000
David will go out during recess and measure

Alice moved to accept the minutes of March 5, 2019 meeting
Sue Supported
passed

MBOR19-02

By: Brinks Body Shop, Larry Jorgenson 17461 Northland Drive
Parcel 05-998-026-000
Reason Personal Property 2019

Alice moved to change from \$100 to .00
Sue supported
Passed

Assessed Value \$100 to \$ -

David presented petitions MBOR19-03 thru MBOR19-09 for disabled veterans.

Alice moved that we allow all
Sue supported
Passed

MBOR19-03

Owner Patrick & Jamie Leonard 15190 Oakwood Drive
Parcel 05 071 017 000
Type Disabled Veteran

Assessed Value \$146,800 to \$ -

MBOR19-04

Owner Walter B Crockett, ET UX 18631 Arthur Road
Parcel 05 039 042 000
Type Disabled Veteran

Assessed Value \$70,800 to \$ -

MBOR19-05

Owner Joseph & Nancy Spedowski Rev Trust 23400 13 Mile Road
 Parcel 05 030 010 500
 Type Disabled Veteran

Assessed Value \$103,000 to \$ -

MBOR19-06

Owner Nancy K Spedowski Trust 17952 River Bluff Drive
 Parcel 05 073 013 000
 Type Disabled Veteran

Assessed Value \$81,000 to \$ -

MBOR19-07

Owner James R Walls ET UX 13500 215th Avenue
 Parcel 05 028 003 000
 Type Disabled Veteran

Assessed Value \$159,000 to \$ -

MBOR19-08

Owner Christopher & Carrie Conger 15870 230th Avenue
 Parcel 05 017 012 002
 Type Disabled Veteran

Assessed Value \$79,300 to \$ -

MBOR19-09

Owner Michael T O'Connor 13401 Executive Drive
 Parcel 05 090 013 000
 Type Disabled Veteran

Assessed Value \$89,700 to \$ -

MBOR19-10

Owner Brian A Lapham 18621 Arthur Road
 represented by Brent Mason
 Parcel 05 039 039 000
 Type Poverty Exemption

Sue moved to allow at 100% exempt
 Alice supported
 Passed

Assessed Value \$60,800 to \$ -

Recessed at 4:00 until 6:00 PM

Reconvened at 1:00 PM

present were Sue Bean, Greg Videtich and Alice Bandstra
also present were David Kirwin and Bill Stanek

MBOR19-13

Owner Phillip J & Kathleen M Coon Trust 18300 15 Mile Road

Parcel 05 013 033 000

Type Assessed Value

Alice moved that the request be denied
Sue Supported
passed

Assessed Value \$106,800

Recessed at 4:00 PM until 9:00 AM Wednesday Morning

Reconvened at 9:00 AM 3-13-19

present were Sue Bean, Greg Videtich and Alice Bandstra
also present were David Kirwin and Bill Stanek

MBOR19-14

Owner Randel & Lisa Besemer 19325 13 Mile Road

Parcel 05 035 004 000

Type Assessed Value

Sue moved that the request be denied
Alice Supported
passed

Assessed Value \$220,000

No public comment

David went over form 4023 with the members
David presented form 4037 for signatures

Next Meeting Tuesday July 16, 2019 at 9:00 am.

December Meeting: Tuesday December 10, 2019 at 9:00 am.

Bill finished the minutes for this meeting and presented them
Sue moved that the minutes be accepted
Alice seconded,
Passed

Meeting adjourned at 9:16 AM

Bill Stanek, secretary



Item "M"

Fire Committee
March 21, 2019
7:00 pm

Tom Crandell, Arron Holsworth, Jim Tubbs, and Perry Douglas present.

Carman Bean absent

Also, present was supervisor Stanek.

The committee discussed the truck that the department picked up from the DOD. They have been going over it and it looks like one they would like to keep. We have two years to put it into service and must keep for a total of four years, after that we can do whatever we want. It would be used as grass fire unit or a transfer unit where we could not get our engine in. It was used to transport some people the 14th that could not get in or out of Golfview. At some point it would be nice to have a tank that would hold 1000 gallons on it. It is not something that we would like to put a lot of money into. The department will ask the board approval to keep the truck and put some used lights on it with little investment.

The foam pump that needs replaced for Engine 1 is around \$7,550., but we still don't have a price to install and calibrate it, will try to have for April meeting.

Talked about the new law on inspections of assembly buildings with over 50 people. Jim is going to get more information on the law.

Will have one more person to add to roster in April, otherwise roster looks good.

Adjourned at 8:10 pm

Bill Stanek

**MINUTES
BIG RAPIDS CHARTER TOWNSHIP
PLANNING COMMISSION**

Tuesday, March 12, 2019 --- 7:30 p.m.

Big Rapids Township Hall, 14212 Northland Drive, Big Rapids, MI 49307

I. CALL TO ORDER: 7:30 P.M.

Chairman Amanda Wethington called the regular meeting of the Big Rapids Charter Township Planning Commission to order at the township hall on Tuesday, March 12, 2019 at 7:30 p.m.

II. ROLL CALL:

Present: Zach Cook, Gordon Oliver, Mark Sweppenheiser, Carman Bean and Amanda Wethington. Mary Davis and Bob Hampson are excused. The record shows a quorum is present. Also Present: Zoning Administrator and Recording Secretary, Brent Mason.

III. CONFLICTS OF INTEREST:

Mrs. Wethington asked if any of the Commission members had known conflicts of interest with any item on the agenda for this meeting. No one indicated that a conflict of interest existed.

IV. MINUTES:

Mrs. Wethington asked the Commission to review the minutes of the January 15, 2019 regular meeting. Mr. Sweppenheiser made a motion to approve the January 15, 2019 minutes as submitted. Mr. Bean seconded the motion. There was no further discussion. The motion passed unanimously with five ayes.

V. PUBLIC COMMENT:

There was no public comment.

VI. SITE PLAN REVIEW:

Mr. Mason introduced Chris Grzenkowicz from Desine Inc. He is the engineer of record for the Aldi Food Market # 11 site plan 162929 revised on 01/15/2019, being presented for review. This project is a 2-phase project to remodel and add onto the existing Aldi Food Market at 21481 Perry Avenue. The phase 1 addition will be 2,148 sq. ft. and will include all building remodeling, sign changes and refacing including changes in the parking lot lighting and landscaping changes. Phase 2 is the provision of additional parking to the southeast and north edge of the existing lot, taking them from 71 parking space up to 84. At this time, they do not have a date set for the parking expansion but anticipate that it will be about 4 to 5 years out. The building expansion was originally expected to be on the construction calendar for April 2019, however the corporate office has pushed this project back to 2020. Mr. Bean commented on the fact that the ZBA has already approved a dimensional variance for the south side of the building, allowing it to be built up to the existing utility easement. Mr. Mason reviewed some of the items that were brought up in the engineering review of the site plan and advised that all items that were suggested by our engineer were now taken into account on this revised site plan. Mr. Sweppenheiser asked Mr. Mason to explain the concern regarding the sidewalk

connection across the driveway. There is a ground mounted transformer in close proximity to the proposed sidewalk extension and they must meet ADA requirements for any sidewalk, therefore they aren't sure they can place the sidewalk in the suggested location, but they do have a back-up plan to have the pedestrian walkway marked across the parking lot. Mrs. Wethington asked if there were any more questions. Hearing none she asked for a motion. A motion to approve Site Plan for the Aldi addition (Plan162929 dated 10/15/2019), Zoning Permit PZ18-0041 covering Phase 1 and 2, with the provision that construction must begin by June 30, 2020 was made by Mr. Bean, seconded by Mr. Sweppenheiser. No further discussion took place. The motion was approved unanimously with five ayes.

VII. PUBLIC HEARING FOR SUP 19-001:

Mrs. Wethington called the Public Hearing for SUP19-001 regarding the Child Daycare operation at Resurrection Life Church to order at 7:40 p.m. Mr. Mason provided the Commission members with background information; Christine Huntey was approached to operate a child daycare center at the Resurrection Life Church at 14734 - 215th Avenue and has met all the necessary prerequisites to obtain licensing from the State of Michigan. She has been in operation for over a month, and was under the impression that all permitting was in place through the church, therefore she didn't realize that a Special Use Permit from the Township was needed for this use. The State of Michigan used to require an approval form from the local zoning jurisdiction, but apparently that was not requested in this situation. Mr. Mason advised that while child care centers cannot be denied, the local jurisdiction does have the authority to regulate certain items such as hours of operation, fencing requirements and other safety issues. Mr. Mason advised that Big Rapids Township doesn't issue a local license for child care centers. Mr. Bean asked if the fenced area was already in place, and Ms. Huntey replied that it is not. They are waiting for the weather to allow the fencing to be installed. Mr. Mason advised that the new section of the building is completed and an occupancy permit has been issued for the area being used by the day care center. Ms. Huntey stated that they are using 5 rooms. Mr. Sweppenheiser asked how many children they currently provided are for, and Ms. Huntey replied that the license is for 77 kids and currently about 40 are school aged. Mr. Mason asked what type of fence they plan to use. Ms. Huntey replied that it will be a chain-link fence. There were no other comments for the Public Hearing, so Mrs. Wethington closed the hearing at 7:44p.m.

Mrs. Wethington began the commission deliberation by reviewing the SUP questions:

SECTION 153.130 - USES BY SPECIAL PERMIT

(A) Uses requiring special permits are those uses of land which are not essentially incompatible with the uses permitted in a zoning district, but possess characteristics or locational qualities which require individual review and restriction in order to avoid incompatibility with the character of the surrounding area, public services and facilities, and adjacent uses of land. Proposed uses will be evaluated according to their compatibility with the nature, extent and density of the surrounding area.

(B) Special permit uses may be permitted only in those zoning districts where they are designated by this chapter, and only when specifically approved by the Big Rapids Township Planning Commission in accordance with the provisions of this chapter.

(C) Prior to approval of a special use permit, the Planning Commission shall insure that the standards specified in this section, as well as standards established elsewhere in this chapter shall be satisfied. All uses by special permit shall comply with each of the following standards and requirements as listed in this division (C).

- (a) The nature, location, and size of the special use shall not change the essential character of the surroundings area, nor disrupt the orderly and proper development of the district as a whole. The use shall not be in conflict with, or discourage the adjacent or neighboring lands or buildings.

Everyone agreed that it meets this requirement.

- (b) The special use shall not diminish the value of the land, buildings or structures in the neighborhood.

No one thought that this was a concern.

- (c) The special use shall not increase traffic hazards or cause congestion on the public highways or streets of the area. Adequate access to the parcel shall be furnished.

Mr. Mason advised that the roadway in front of this property is 4 lanes wide, so traffic congestion will not be an issue. Everyone agreed this is not a concern.

- (d) The water supply and sewage disposal system shall be adequate for the proposed special use by conforming to State and County Health Department requirements, and the special use shall not over-burden any existing services or facilities.

This property is served by public utilities (City water and Township Sewer). Not a concern.

- (e) Uses by special permit shall not be significantly more objectionable to nearby properties by reason of traffic, noise, vibrations, dust, fumes, odor, smoke, glare, lights, or disposal of waste than the operation of any principal permitted use, nor shall the special use increase hazards from fire or other dangers to either the property or adjacent property.

Everyone agreed that this is not a concern.

- (f) The Planning Commission may require that the premises be permanently screened from adjoining or contiguous properties by a wall, fence, plant screen and/or other approved enclosure when deemed necessary to buffer the surrounding uses from objectionable noise, light, etc., created by the special use.

No screening will be required.

7. The special use shall be consistent with the intent and purpose of this Ordinance and with the intent of the Land Use Plan for Big Rapids Township. The special use shall be compatible with the natural environment and shall not be inimical to the public health, safety and general welfare.

No one thought this was an issue.

Mr. Bean began by requesting the approval of SUP 19-001 be linked to the construction of the fence, and asked Ms. Huntley when she thought that might be completed. She stated that it would occur as soon as the weather allows.

Mr. Bean made a motion to approve SUP 19-001 with the provision that the fence be completed by July 1, 2019. Mr. Oliver supported the motion. The motion was approved unanimously with five ayes.

IX. OTHER BUSINESS:

Mr. Mason updated the members about upcoming training opportunities in the City of Big Rapids and from MTA at the Shack. RSVP deadline for the City training is March 22. The MTA training at the Shack is scheduled for June 23 so there is a little more time to register yet.

Mr. Mason mentioned that an item he would like the Planning Commission to review is regulation of wind generation and photo-voltaic solar panel electric power generation. He recently received information from our electrical inspector and believes that we should be prepared for the inevitable use of these panels. He will be researching the information and prepare a presentation to the Commission in the near future.

Mr. Sweppenheiser asked about our mining ordinance and whether we determine if the mineral rights are owned by the property owners or another entity, and how would we

determine who the mineral rights belong to when an application to mine comes in for review.

Mr. Stanek mentioned that the Capital Improvement Plan will be coming before the Commission next month. Mr. Mason stated that he is preparing for the CIP update and wants to have the Planning Commission take a lead role in promoting the extension of water and sewer services to the west side of the expressway in the Highway Interchange District.

Mr. Mason updated the Commission members on the status of current commercial construction projects. At this time the CIP is the only item on the agenda for next month. There are a few additions and modifications from the Fire Department and grounds department. Mr. Sweppenheiser asked if the items will be ranked prior to the next meeting and Mr. Mason stated that he could have proposed rankings in place for everything before the meeting and email those ranking out to everyone so that there wouldn't have to be a lot of time spent on discussion at the meeting.

X. ADJOURNMENT:

Hearing no further business for the Planning Commission, Mrs. Wethington adjourned the meeting at 8:10 p.m.

Motion to approve the Planning Commission minutes of March 12, 2019 by: Mr. _____ . Seconded by: Mr. _____. Roll call vote carried with _____ ayes.

Brent R. Mason, Recording Secretary
BIG RAPIDS CHARTER TOWNSHIP
PLANNING COMMISSION

Date Approved

Item "O"

Utilities Committee Minutes

March 21, 2019

1:30 pm

Present: Currie, Szczepaniak, Seiter, and Stanek

Absent: Everett

Bill told the committee that the mission control systems were installed between January 14 and February 21st. It is working great and all phone land lines have been shut off. Bill presented a couple of the reports that he receives on a daily and monthly basis. Also, some addition reports that could be opened and used.

With a major problem at the Sheridan Lift station it was necessary to upgrade from the 150 system to the 850 system so we could capture more information on I & I. Bill approved upgrading Sheridan and also the Industrial Park ones for a total of \$1924.00.

The preliminary report from the SAW grant was discussed and a lot of time was spent on the improvements that they Progressive AE will be recommending. The committee felt that anything that was to save us money should be done as soon as possible.

The problems from the rain and fast melt on the 14th was discussed. Bill will be meeting with people from the city and fair board tomorrow to see what can be worked out. There was over 1.1 million gallons of rain water only on the fair grounds that day. The ground was frozen and the melting snow and rain water had no place to go but into a lot of uncapped 4" drain pipes. Todd from NW Kent estimated a little over 400,000 extra gallons extra going into the sewer over the two days. They had to have two trucks hauling sewage as well as both pumps running for over 30 hours straight.

The committee worked on the CIP and made their recommendations for the next six years using information from the SAW grant as a guide.

The next meeting will be the week of April 15th and include a tour of the water plant. Stanek will bring Mr. Everett up to date of discussion at a later time.

Adjourned at 3:00 pm

Bill Stanek, acting secretary

Supervisor's Report

March 2019

March was a very busy month. Board of Review always takes extra time for me. We started out the first week with our organizational meeting. Then the second week we had four three-hour sessions to hear taxpayers' requests. We ended up with a recap meeting. This year over 95% of the property owners had an increase in their assessed value and most people had an increase in their taxable value. We expected a large turnout, and, surprisingly, it was smaller than normal. David Kirwin, our assessor, continues to do a great job. This year he had over 250 sales comparables to document his work.

The biggest problem we had this month was the warm weather on the 14th and .95 inches of rain that day. We had a lot of I & I at five of our lift stations. This is where ground water gets into the sewer system and mixes with the sewage. The worst problem was at the fairgrounds. The high-level alarm was going off, and both pumps were running. They actually both ran for 33 hours straight. I have attached an additional report to this to cover the problems and the meeting I had following this up. That night the fire department did a great job helping residents of Golfview that were stranded. Over three feet of water was flowing over the road with only one way in and out. This storm also did a lot of damage to the roads in the township.

This month is the worst for complaints on roads. We get people coming in, and we get calls. I have driven a lot of our roads, and we do have a lot of bad roads. The road commission is filling pot holes daily.

The mission controls are working great. I get a daily report on how long each pump runs. With this I was able to contact NW Kent to alert them to a problem at Venlo that they had not even noticed. I did authorize changing the Sheridan and Industrial Park controls from the 150 models to the 850's. This will cost us a little over \$1900.00 but will allow us to see how many gallons flow daily by the run time of the motors. We should have put more of these in originally, but they can be updated as we need at any time. After the problems at the fairgrounds we needed this upgrade.

This month I went to the road commission to ask to have 215th from Perry to 15 Mile turned into a primary road. To do this they have to request permission from the state. They said they would like to leave it a local road, but they will cover any cost on that section. At that meeting I was informed that they were doing bridge work on New Mill Pond and it would be closed for three months this summer. Earlier this month I attended a conference meeting going over the work that will be done on 15 Mile by the high school. They plan on starting this by the first of July and having the major work completed by mid-August.

I attended the Ferris/city/county breakfast again this month. This will help us stay informed with what goes on at Ferris as well as in the city and county. I still meet with Green Township and the city once a month to cover items that affect some or all of us.

Tom O'Neil, one of our county commissioners, is putting together a meeting with the three townships that he represents to go over recreational marijuana. He has the sheriff coming to talk to us and is trying to get the prosecuting attorney to be there. It will be at Mecosta Township on April 10th at 6:00pm. It should be valuable for all of us to attend.

Mike Ozer came up and went over the SAW grant and gave me a preliminary report. They hope to be finalizing this within a month or two. It looks like what we are charging is OK, and they have several recommendations that will be good and also help us with the I & I problem we have.

I also able to attend one city commission meeting, a city well head committee meeting, and the quarterly MEDC meeting. Other meetings included the fire committee, the planning commission, and the cemetery task force meeting.

Fairground information

3-22-19

The fairgrounds have a little over 43 acres on the main grounds.

On March 14th a little over 1.1 million gallons of rain fell on the fair grounds.

There was also a lot of snow and ice that was melting with the warm day.

The ground was frozen and the water had no where to go so it pounded in the low spots.

On the NW corner of the property there are several drain pipes connected to the sanitary sewer.

These were not covered properly and the water ran into the many 4" sewer lines.

By noon on the 14th the Township lift station on Sheridan (at the fairgrounds) was in trouble.

The Township engineer from Progressive AE out of Grand Rapids was there, NW Kent had one person there, and Bill Stanek were there. More help was called in.

We found the first drain that water was flowing in and plugged it. This one was in about 10" of water.

That helped but there was still a major problem.

Bill notified Randy Bell and John Currie of the problem. The city was also called to make them aware of the extra influx.

This lift station has two pumps that usually alternate and pump for 3 or 4 min. and then shut off for a time and recycle.

From late morning on the 14th thru the 15th both pumps ran 33 hours straight. To avoid sewage overflowing we first brought in a pumper truck to shuttle sewage and then had to have a second truck.

Over 30,000 gallons was trucked to keep the wet well to reasonable levels.

With cooler temperatures at night and the rain stopping it slowed up a little.

Friday morning, we still had a problem and we found six or seven more pipes that were open under water all the way up to the Rotary building.

We purchased plugs that morning and plugged these. This finally helped fix the problem.

Todd, from NW Kent estimated around 400,000 gallons of extra sewage that day.

We have run times so we can now time the pumps and calculate what went thru the system.

400,000 gallons would be 3" of water over a five-acre area, so this may be way low.

To transport and process sewage cost \$9.04 per 1000 gallons.

This was just one part of the problem, the camp ground on the SE side of the property had a lot of open drains that were also under water and draining at the same time, this gravity flows into the sewer on the south side of the grounds, so we have no way to tell how much extra ran in.

We probably had an equal amount enter the system there.

We had a problem like this in 2018 but not near this magnitude.

Bill talked to John Currie and was told it would be taken care off.

Some of the tubes were covered with a piece of metal laying on top but this does not stop water.

Bill Stanek

3-22-19

Meeting with Mark Gifford, Jake Walston, Steve Cramer, John Currie and Bill Stanek

We had a good meeting on the problem at the fairgrounds.

The Fair Board will hire to city to cap all their incoming sewer lines so they can be used.

The city will try to keep them around ground level and add a screw in plug.

The city will not expect any payment for additional sewage.

The Fair Board will pay for any extra from NW Kent and trucking cost.

The Township will cover the additional electric bills and wear and tear of our system.

This should solve the problem for future years.

Bill

BIG RAPIDS TOWNSHIP FIRE DEPARTMENT

Employment Application



APPLICANT INFORMATION

Last Name Hawley First Crystal M.I. A Date 10-29-18
 Street Address 219 N 35th Ave Apartment/Unit #
 City Big Rapids State MI ZIP 49307
 Phone 517-224-6007 E-mail Address hawleyc91@gmail.com
 Date Available 11-12-18

Position Applied for Volunteer firefighter crew

Are you a citizen of the United States? YES NO If no, are you authorized to work in the U.S.? YES NO
 Have you ever worked for this company? YES NO If so, when?
 Have you ever been convicted of a felony? YES NO If yes, explain

EDUCATION

High School Creston High School Address
 From To 05/2010 Did you graduate? YES NO Degree
 College Career Quest Address
 From 2016 To 2017 Did you graduate? YES NO Degree MA + CNA

EMPLOYMENT HISTORY

Company Metro of Big Rapids Phone 231-746-2631
 Address 725 Fuller Ave Supervisor Kendra or Lisa Morgan
 Job Title Certified Nursing Assistant
 Responsibilities Aiding patients in any and every need, emotional support, dressing, bathing, aiding the nurses in patients care.
 From 5-2018 To current Reason for Leaving wont be leaving
 Company Diamondale Nursing & Rehabilitation Center phone 517-646-6258
 Address 9744 N Michigan Rd. Diamondale Supervisor
 Job Title Certified Nursing Assistant
 Responsibilities Caring for every and any need for our patients + nurses.
 From 04/2016 To 01-2018 Reason for Leaving Personal Reasons
 May we contact your previous employers for a reference? YES NO

MILITARY SERVICE

Branch N/A

Rank at Discharge

If other than honorable, explain

From To

Type of Discharge

CERTIFICATIONS (FIRE FIGHTER 1 AND 2, MFR, EMT, HAZ-MAT, ETC.)

REFERENCES

Please list three non-related professional references.

Full Name Rebecca Monroe
Company Metron of Big Rapids
Address

Title CNA
Phone 989-467-4386

Full Name Grayson Janke
Company Metron of Big Rapids
Address

Title CNA
Phone 248-538-8179

Full Name Miranda Miller
Company Diamondale Nursing + Rehabilitation Center
Address

Title CNA
Phone 231-349-9031

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature [Handwritten Signature]

Date 10-29-18

Item "R"



2019. 3. 28

Cemetery and Grounds

Mower Request

Request to replace one 2012 model Husqvarna PZ54 zero-turn mower.

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. I have attached 3 quotes, in accordance with our bids and quotes policy, for 3 different branded machines. Also attached, is a specifications sheet that I measured each machine by, in accordance with what is best for the department.

It is my recommendation, as department head, that the township purchase the **John Deere Z930M ZTrak** mower, for a total cost of **\$9,187.12** from Bader and Sons Co.

Mower Specifications Needed

ITEM	NEEDED	John Deere	Gravely	Husqvarna
Horsepower	25hp-30hp	25.5hp	27hp	27.5hp
Fuel Capacity	10+ gallons	11.5 gal.	13.4 gal.	12 gal.
Deck Material	7-gauge steel	7-gauge steel	7-gauge steel	7-gauge steel
Blade Tip Speed	17,500+ fpm	18,000 fpm	18,348 fpm	18,500 fpm
# of Blades	3	3	3	3
Cutting Width	50"-54"	54"	52"	54"
Foldable ROPS	Yes	Yes	Yes	Yes

REPAIR ESTIMATE

State Street Outdoor Power Equipment

CUSTOMER NAME: BIG RAPIDS TOWNSHIP

TICKET # 7485 GASKET SET REPAIR-STILL NOISE IN ENGINE

Option #1

QTY	PART NUMBER	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	2404166-S	OIL PAN KIT	\$.	\$ 18.99
1	2415321-S	O RING	\$.	\$ 5.99
2	2415330-S	O RING	\$ 6.99	\$ 13.98
1	2503206-S	OIL SEAL	\$.	\$ 6.99
1	2532303-S	GROMMET	\$.	\$ 7.99
2	2484104-S	CYLINDER GASKET KIT	\$ 31.99	\$ 63.98
2	10W30	OIL	\$ 4.99	\$ 9.98
1	83-284	OIL FILTER	\$.	\$ 6.99
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.

PARTS	\$ 134.89
LABOR	\$ 375.00
SHOP SUPPLIES	\$ 7.00
FRIEGHT	\$ 15.00
PICKUP/DELIVERY	\$.
SALES TAX	\$.
TOTAL	\$ 531.89

All repair estimates are subject to change, including but not limited to freight, labor, parts, etc.

Thank you for your business!

State Street Outdoor Power Equipment

CUSTOMER NAME: BIG RAPIDS TOWNSHIP

TICKET # 7485 REPLACEMENT SHORT BLOCK ENGINE-LONG TERM REPAIR

REPAIR ESTIMATE

Option #2

QTY	PART NUMBER	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	24522414	REPLACEMENT SHORT BLOCK	\$.	\$ 1350.99
2	2484104-5	CYLINDER GASKET KIT	\$ 31.99	\$ 63.98
2	2415330-5	O RING	\$ 6.99	\$ 13.98
1	2415321-5	OIL SEAL - COOLER	\$.	\$ 5.99
2	10W30	OIL	\$ 4.99	\$ 9.98
1	83-284	OIL FILTER	\$.	\$ 6.99
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.
			\$.	\$.

PARTS	\$ 1451.91
LABOR	\$ 375.00
SHOP SUPPLIES	\$ 7.00
FRIEGHT	\$ 15.00
PICKUP/DELIVERY	\$.
SALES TAX	\$.
TOTAL	\$ 1848.91

All repair estimates are subject to change, including but not limited to freight, labor, parts, etc.

Thank you for your business!

**State Street Outdoor Power
Equipment**

614 N State Street
Big Rapids, Michigan 49307
StateStreetHardware.com
231-796-8122

Quote # 73
Quote Date 03-18-19
Total **\$9,249.96**

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

Item	Description	Unit Cost	Quantity	Line Total
Equipment	Husqvarna z554x 27.5 hp Yamaha Originally \$10,999.95, bid assist discount of 20%	\$8,799.96	1.0	\$8,799.96
Equipment Freight	shipping	\$450.00	1.0	\$450.00

Subtotal **\$9,249.96**
Tax \$0.00
Quote Total **\$9,249.96**

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 bid assist purchases due within 15 days upon receiving equipment. All equipment quotes valid for 30 days.

Signed: _____

Date: _____



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

Quote # 74
Quote Date 03-18-19
Total **\$10,376.92**

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

Item	Description	Unit Cost	Quantity	Line Total
Equipment	Gravely pro-turn 452 Originally \$12,106.00, bid assist of 18%	\$9,926.92	1.0	\$9,926.92
Equipment Freight	shipping	\$450.00	1.0	\$450.00

THIS IS AN EQUIPMENT QUOTE

Subtotal **\$10,376.92**
Tax \$0.00
Quote Total **\$10,376.92**

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 bid assist purchases due within 15 days upon receiving equipment. All equipment quotes valid for 30 days.

Signed: _____

Date: _____





Quote Summary

Prepared For:

Big Rapids Charter Township
14212 Northland Dr
Big Rapids, MI 49307
Business: 231-796-3603
grounds@bigrapidstowship.net

Prepared By:

David Vanalstine
Bader & Sons Co.
18880 Northland Drive
Big Rapids, MI 49307
Phone: 231-796-6302
dvanalstine@greentractors.com

Quote Id: 19201283
Created On: 22 March 2019
Last Modified On: 22 March 2019
Expiration Date: 10 April 2019

Equipment Summary

	Selling Price	Qty	Extended
JOHN DEERE Z930M ZTrak	\$ 11,801.78 X	1 =	\$ 11,801.78
Never Stop (\$249 Value)	\$ 0.00 X	1 =	\$ 0.00

Equipment Total

\$ 11,801.78

Quote Summary

Equipment Total	\$ 11,801.78
BADER DISCOUNT	\$ (1,600.00)
JD GOV DISC	\$ (1,014.66)
SubTotal	\$ 9,187.12
Est. Service Agreement Tax	\$ 0.00
Total	\$ 9,187.12
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 9,187.12

Salesperson : X _____

Accepted By : X _____



JOHN DEERE

Selling Equipment

Quote Id: 19201283

Customer: BIG RAPIDS CHARTER TOWNSHIP

JOHN DEERE Z930M ZTrak

Hours:

Stock Number:

				Selling Price
				\$ 11,801.78
Code	Description	Qty	Unit	Extended
2167TC	Z930M ZTrak	1	\$ 11,049.00	\$ 11,049.00
Standard Options - Per Unit				
001A	United States/Canada	1	\$ 0.00	\$ 0.00
1036	24x12x12 Pneumatic Turf Tire for 54 In. and 60 In. Decks	1	\$ 0.00	\$ 0.00
1502	54 In. Side Discharge Mower Deck	1	\$ -270.00	\$ -270.00
2002	Fully Adjustable Suspension Seat with Armrests	1	\$ 495.00	\$ 495.00
Standard Options Total				\$ 225.00
Value Added Services				
	Never Stop (\$249 Value)	1	\$ 0.00	\$ 0.00
Value Added Services Total				\$ 0.00
Other Charges				
	Freight	1	\$ 367.78	\$ 367.78
	EnviroCrate	1	\$ 40.00	\$ 40.00
	Setup	1	\$ 120.00	\$ 120.00
Other Charges Total				\$ 527.78
Suggested Price				\$ 11,801.78
Customer Discounts				
Customer Discounts Total			\$ 0.00	\$ 0.00
Total Selling Price				\$ 11,801.78

Generator Bids Received

Item "T"

3/14/2019 10:00 AM Opening

Opened by Rene Fountain and Brent Mason

Eric Aller, Total Energy Systems LLC was also present

	2019	2020	2021	option 2022	option 2023	parts mark up
Total Energy Systems	\$ 6,700.00	\$ 6,700.00	\$ 6,700.00	\$ 6,700.00	\$ 6,700.00	0%
Wolverine Power Systems	\$ 4,490.00	\$ 4,490.00	\$ 4,620.00			
Cummings Sales and Service	\$ 5,523.55	\$ 5,523.55	\$ 5,673.92	\$ 5,829.31	\$ 5,989.92	

We are currently using Cummings and they have done a fine job

Big Rapids Charter Township
14212 Northland Drive
Big Rapids, MI 49307

Big Rapids Charter Township will be accepting bids for service and maintenance on the eight (8) generators it currently owns. We are requesting bids for a three (3) year contract with two additional 1-year extension.

Maintenance should include Semi-annual inspections of all components and an annual full service including changing lubrication and filters for a minimum. Please specify what will be included. Also please specify mark up on any additions parts that might be needed.

All Generators were last inspected in January of 2019.

Sealed bids will be accepted at Attention Clerk; Big Rapids Township Hall, 14212 Northland Drive, Big Rapids, MI 49307 until 10:00 am on March 14, 2019. Please mark all envelopes as Generator maintenance bids. Big Rapids Charter Township reserves the right to accept or reject any or all bids.

Generators

Water Plant	Pioneer Drive	275 KW Onan	Diesel	DFBF
Perry Street Lift station	21252 Perry Street	125 KW Kohler	Natural Gas	Model 125REZG
Gilbert Lift Station	20160 Gilbert Drive	100 KW Kohler	Natural Gas	Model 100REZG
University Parks Lift Station	19400 14 Mile Rd	60 KW Onan	Natural Gas	Model GGHE
Menards Lift Station	14707 215 th Ave	60 KW Onan	Natural Gas	Model C40N6
Venlo Lift Station	15345 Venlo Drive	25KW Onan	Natural Gas	Model C25N6
Fire Hall	14212 Northland Dr	15 KW Generac	Natural Gas	Model 00909-2
Portable	Pioneer Drive	100KW Onan	Diesel	Model DGDB

For more information please call supervisor Bill Stanek at 231 796 3603:

Thank You

Big Rapids Charter Township

Cummins Inc
3715 Clay Avenue SW
Grand Rapids MI 49548
Attn: James Sweeney

Wolverine Power Systems
3229 80th Ave
Zeeland Mi 49464

Power Plus
229 Sherman Ave
Corona CA 92882

Apcon Electric & Power Systems
714 W Pickard St
Mount Pleasant MI 48858

Total Energy Systems
4325 Airline Dr SE
Grand Rapids MI 49515

Midwest Generator Solutions
310 Indianapolis Rd STE K
Mooresville IN 49158



February 28, 2019

Re: Generator Maintenance Bid

We appreciate the opportunity to submit the following proposal for the planned maintenance, testing and reporting service to Big Rapids Charter Township.

Cummins Sales and Service will deliver quality services, customer satisfaction and competitive pricing for the work requested.

Included is our proposal in accordance with the requirements and conditions set for by the request for quotation.

If you have any questions, please contact me directly at 248-573-1985.

Cheryl Chapman
Inside Sale Coordinator Planned Equipment Maintenance

Cheryl.chapman@cummins.com
Ph: 248-573-1514
Fax: 248-573-1960

Cummins Sales and Service
Planned Equipment Maintenance Administrative Group
21810 Clessie Court
New Hudson, Michigan 48165
Phone- 248-573-1925
Toll Free- 855-879-6135
Fax- 248-573-1960
Email- pm.service@cummins.com



Cummins Inc.
 3715 Clay Avenue SW
 Grand Rapids, MI 49548
 Phone: (616) 538-2250
 Fax: (616) 281-3177

PLANNED EQUIPMENT MAINTENANCE AGREEMENT

Customer Address	Customer Contact	Quote Information	
Big Rapids Twp 14212 Northland Dr Big Rapids, MI 49307 Customer #: 219925 Payment Type: Pay As You Go	Name: Bill Stanek Phone:(231) 796-3603 Cell: Fax: (231) 796-2533 E-mail: supervisorstanek@bigrapidstowship.net	Quote Date:	1/17/2019
		Quote Expires:	3/18/2019
		Quote ID:	QT-52213
		Quoted By:	James Sweeney
		Quote Term:	5 Year

Site Name:Big Rapids Twp.

(14212 Northland Dr Big Rapids MI 49307)

Unit Name: I060967987
 Make: Onan
 Model: DGDB
 S/N: I060967987
 Size: 100kW
 ATS Qty: 1
 Notes:

Year	Month of 1st Service	Service Type	Qty	Sell Price	Extended Price
1	December	Inspection	1	\$232.52	\$232.52
1	June	Full Service	1	\$450.58	\$450.58
				Year 1 Total:\$683.10	
2	December	Inspection	1	\$232.52	\$232.52
2	June	Full Service	1	\$450.58	\$450.58
				Year 2 Total:\$683.10	
3	December	Inspection	1	\$237.90	\$237.90
3	June	Full Service	1	\$464.17	\$464.17
				Year 3 Total:\$702.07	
4	December	Inspection	1	\$243.43	\$243.43
4	June	Full Service	1	\$478.25	\$478.25
				Year 4 Total:\$721.68	
5	December	Inspection	1	\$249.14	\$249.14
5	June	Full Service	1	\$492.85	\$492.85
				Year 5 Total:\$741.99	

Site Name:Big Rapids Twp. Fire

(14212 Northland Dr Big Rapids MI 49307)

Unit Name: 3128857
 Make: Generac
 Model: 00909-2
 S/N: 3128857
 Size: 15kW
 ATS Qty: 0
 Notes:

Year	Month of 1st Service	Service Type	Qty	Sell Price	Extended Price
1	December	Inspection	1	\$232.52	\$232.52
1	June	Full Service	1	\$302.91	\$302.91
				Year 1 Total:\$535.43	
2	December	Inspection	1	\$232.52	\$232.52
2	June	Full Service	1	\$302.91	\$302.91
				Year 2 Total:\$535.43	
3	December	Inspection	1	\$237.90	\$237.90
3	June	Full Service	1	\$310.91	\$310.91
				Year 3 Total:\$548.81	
4	December	Inspection	1	\$243.43	\$243.43
4	June	Full Service	1	\$319.17	\$319.17
				Year 4 Total:\$562.60	
5	December	Inspection	1	\$249.14	\$249.14
5	June	Full Service	1	\$327.71	\$327.71

Year 5 Total:\$576.85

Site Name:Big Rapids Water Tank

(Pioneer Drive Big Rapids MI 49307)

Unit Name: A060871077
 Make: Onan
 Model: DFBF
 S/N: A060871077
 Size: 275kW
 ATS Qty: 1
 Notes:

Year	Month of 1st Service	Service Type	Qty	Sell Price	Extended Price
1	December	Inspection	1	\$277.32	\$277.32
1	June	Full Service	1	\$627.24	\$627.24
Year 1 Total:\$904.56					
2	December	Inspection	1	\$277.32	\$277.32
2	June	Full Service	1	\$627.24	\$627.24
Year 2 Total:\$904.56					
3	December	Inspection	1	\$284.04	\$284.04
3	June	Full Service	1	\$647.87	\$647.87
Year 3 Total:\$931.91					
4	December	Inspection	1	\$290.96	\$290.96
4	June	Full Service	1	\$669.29	\$669.29
Year 4 Total:\$960.25					
5	December	Inspection	1	\$298.09	\$298.09
5	June	Full Service	1	\$691.54	\$691.54
Year 5 Total:\$989.63					

Site Name:Gilbert Lift Station

(Gilbert Road Big Rapids MI 49307)

Unit Name: 2327591
 Make: Kohler
 Model: 100 REZG
 S/N: 2327591
 Size: 100kW
 ATS Qty: 1
 Notes:

Year	Month of 1st Service	Service Type	Qty	Sell Price	Extended Price
1	December	Inspection	1	\$286.28	\$286.28
1	June	Full Service	1	\$418.79	\$418.79
Year 1 Total:\$705.07					
2	December	Inspection	1	\$286.28	\$286.28
2	June	Full Service	1	\$418.79	\$418.79
Year 2 Total:\$705.07					
3	December	Inspection	1	\$293.27	\$293.27
3	June	Full Service	1	\$430.61	\$430.61
Year 3 Total:\$723.88					
4	December	Inspection	1	\$300.47	\$300.47
4	June	Full Service	1	\$442.83	\$442.83
Year 4 Total:\$743.30					
5	December	Inspection	1	\$307.88	\$307.88
5	June	Full Service	1	\$455.46	\$455.46
Year 5 Total:\$763.34					

Site Name:Menards Pump Station

(14707 215th Ave Big Rapids MI 49307)

Unit Name: H150858415
 Make: Onan
 Model: C40N6
 S/N: H150858415
 Size: 60kW
 ATS Qty: 1
 Notes:

Year	Month of 1st Service	Service Type	Qty	Sell Price	Extended Price
1	December	Inspection	1	\$277.32	\$277.32
1	June	Full Service	1	\$409.83	\$409.83
Year 1 Total:\$687.15					
2	December	Inspection	1	\$277.32	\$277.32
2	June	Full Service	1	\$409.83	\$409.83

Year 2 Total:\$687.15					
3	December	Inspection	1	\$284.04	\$284.04
3	June	Full Service	1	\$421.38	\$421.38
Year 3 Total:\$705.42					
4	December	Inspection	1	\$290.96	\$290.96
4	June	Full Service	1	\$433.33	\$433.33
Year 4 Total:\$724.29					
5	December	Inspection	1	\$298.09	\$298.09
5	June	Full Service	1	\$445.67	\$445.67
Year 5 Total:\$743.76					

Site Name:Perry Street Lift Station

(Perry Street Big Rapids MI 49307)

Unit Name: 3016501
 Make: Kohler
 Model: 125 REZG
 S/N: 3016501
 Size: 125kW
 ATS Qty: 1
 Notes:

Year	Month of 1st Service	Service Type	Qty	Sell Price	Extended Price
1	December	Inspection	1	\$286.28	\$286.28
1	June	Full Service	1	\$491.76	\$491.76
Year 1 Total:\$778.04					
2	December	Inspection	1	\$286.28	\$286.28
2	June	Full Service	1	\$491.76	\$491.76
Year 2 Total:\$778.04					
3	December	Inspection	1	\$293.27	\$293.27
3	June	Full Service	1	\$506.33	\$506.33
Year 3 Total:\$799.60					
4	December	Inspection	1	\$300.47	\$300.47
4	June	Full Service	1	\$521.42	\$521.42
Year 4 Total:\$821.89					
5	December	Inspection	1	\$307.88	\$307.88
5	June	Full Service	1	\$537.03	\$537.03
Year 5 Total:\$844.91					

Site Name:University Park PS

(19400 14 Mile Rd Big Rapids MI 49307)

Unit Name: H150859840
 Make: Onan
 Model: GGHE
 S/N: H150859840
 Size: 60kW
 ATS Qty: 1
 Notes:

Year	Month of 1st Service	Service Type	Qty	Sell Price	Extended Price
1	December	Inspection	1	\$277.32	\$277.32
1	June	Full Service	1	\$409.83	\$409.83
Year 1 Total:\$687.15					
2	December	Inspection	1	\$277.32	\$277.32
2	June	Full Service	1	\$409.83	\$409.83
Year 2 Total:\$687.15					
3	December	Inspection	1	\$284.04	\$284.04
3	June	Full Service	1	\$421.38	\$421.38
Year 3 Total:\$705.42					
4	December	Inspection	1	\$290.96	\$290.96
4	June	Full Service	1	\$433.33	\$433.33
Year 4 Total:\$724.29					
5	December	Inspection	1	\$298.09	\$298.09
5	June	Full Service	1	\$445.67	\$445.67
Year 5 Total:\$743.76					

Site Name: Venlo Apts. Pump Station

(15345 Venlo Dr Big Rapids MI 49307)

Unit Name: H150858416
 Make: Onan
 Model: C25N6
 S/N: H150858416
 Size: 25kW
 ATS Qty: 1
 Notes:

Year	Month of 1st Service	Service Type	Qty	Sell Price	Extended Price
1	December	Inspection	1	\$232.52	\$232.52
1	June	Full Service	1	\$310.53	\$310.53
Year 1 Total:\$543.05					
2	December	Inspection	1	\$232.52	\$232.52
2	June	Full Service	1	\$310.53	\$310.53
Year 2 Total:\$543.05					
3	December	Inspection	1	\$237.90	\$237.90
3	June	Full Service	1	\$318.91	\$318.91
Year 3 Total:\$556.81					
4	December	Inspection	1	\$243.43	\$243.43
4	June	Full Service	1	\$327.58	\$327.58
Year 4 Total:\$571.01					
5	December	Inspection	1	\$249.14	\$249.14
5	June	Full Service	1	\$336.54	\$336.54
Year 5 Total:\$585.68					

Year 1 Total:*	\$5,523.55
Year 2 Total:*	\$5,523.55
Year 3 Total:*	\$5,673.92
Year 4 Total:*	\$5,829.31
Year 5 Total:*	\$5,989.92

Total Agreement Amount:* **\$28,540.31**

**Quote does not include applicable taxes*



Cummins Inc.
 3715 Clay Avenue SW
 Grand Rapids, MI 49548
 Phone: (616) 538-2250

PLANNED EQUIPMENT MAINTENANCE AGREEMENT

Customer Address	Customer Contact	Quote Information	
Big Rapids Twp	Name: Bill Stanek	Quote Date:	1/17/2019
14212 Northland Dr	Phone:(231) 796-3603	Quote Expires:	3/18/2019
Big Rapids, MI 49307	Cell:	Quote ID:	QT-52213
Customer #: 219925	Fax: (231) 796-2533	Quoted By:	James Sweeney
Payment Type: Pay As You Go	E-mail:supervisorstanek@bigrapidstowship.net	Quote Term:	5 Year

Total Agreement Amount:*

\$28,540.31

**Quote does not include applicable taxes*

Comment:

Total Agreement Amount Does Not Include Applicable Taxes. Please call (855) 879-6135 or Email pm.service@cummins.com for invoice total prior to sending payment.

Planned Equipment Maintenance Agreements are designed with an automatic renewal provision. Details of this provision are listed in the "Planned Equipment Maintenance Agreement Terms and Conditions". If you do not wish to participate in the auto renew option, please check the box below to opt out.

Opt out of Automatic Renewal.

Please return signed agreement to:

Cummins Inc.
 Attn: PEM Administration Group
 21810 Clessie Court
 New Hudson, MI 48165
 Fax 248-573-1960
 Email: pm.service@cummins.com

Seller hereby agrees to sell to Buyer, and Buyer hereby agrees to buy from Seller, the foregoing products/services upon the terms and conditions set forth in the "Planned Equipment Maintenance Agreement Terms and Conditions" attached hereto, which are hereby incorporated herein by reference.

Customer Approval (Quote ID QT-52213)

Cummins Inc. Approval

Signature: _____ Signature: _____

Date: _____ Date: _____

PLANNED MAINTENANCE AGREEMENT TERMS AND CONDITIONS

These Planned Maintenance Agreement Terms and Conditions, together with the Quote on the front side and the Scope of Services, are hereinafter referred to as this "Agreement" and shall constitute the entire agreement between the customer identified in the Quote ("Customer") and Cummins Inc. and supersedes any previous agreement or understanding (oral or written) between the parties with respect to the subject matter of this Agreement.

1. SCOPE OF SERVICES, PERFORMANCE OF SERVICES. Cummins Inc. shall perform the maintenance ("Services") on the equipment identified in the Quote ("Equipment") in accordance with the schedule specified in the Quote. The Services include those services defined in the "Service Event" section of the Quote. No additional services or materials are included in this Agreement unless agreed upon by the parties in supplemental documentation. Cummins Inc. shall provide the Services in a safe and workmanlike manner. Cummins Inc. has licenses, permits, authorizations, or registrations necessary to perform the Services. Unless otherwise indicated in the Quote, Cummins Inc. will provide the labor and tools necessary to perform the Services and shall keep Customer's property free from accumulation of waste materials caused by Cummins Inc.' operations.

Customer shall provide Cummins Inc. safe access to Customer's site and arrange for all related services and utilities necessary for Cummins Inc. to perform the Services. During the performance of the Services, Customer shall fully and completely secure all or any part of any facility where the Equipment is located for any and all safety issues that an electrical service interruption might cause, including but not limited to injury to facility occupants, customers, invitees, or any third party and/or property damage or work interruption arising out of the Services.

2. PAYMENT TERMS. If Customer has approved credit, as determined by Cummins Inc., payment terms are net thirty (30) days from the date of invoice unless otherwise specified in the Quote. If payment is not received when due, in addition to any rights Cummins Inc. has under the law and charges that Cummins Inc. may levy against Customer under statute (including attorney fees and costs of collection), Cummins Inc. may charge Customer eighteen percent (18%) annually, or the maximum amount allowed by law, on late payments. If Customer does not have approved credit payment shall be due immediately at the time of invoice.

3. DELAYS. Cummins Inc. shall not be liable for any delays in performance that result directly or indirectly from acts of Customer or causes beyond Cummins Inc.' control, including but not limited to acts of God, accidents, fire, explosions, flood, unusual weather conditions, acts of government authority, labor disputes, and/or union mandated procedures resulting in a loss of time and productivity in services being performed.

4. WARRANTY. Limited warranties apply for select parts and components as defined by the respective component manufacturer's limited warranties. All Services shall be free from defects in workmanship for a period of ninety (90) days after completion of Services. In the event of a warrantable defect in workmanship, Cummins Inc.' obligation shall be limited to correcting the defective workmanship. Cummins Inc. shall correct the nonconforming Services where (i) such nonconformity becomes apparent to Customer during the warranty period; (ii) Cummins Inc. receives written notice of any nonconformity within thirty (30) days following discovery by Customer; and (iii) Cummins Inc. has determined that the Services are nonconforming. Services corrected or re-performed shall be subject to the remaining warranty period of the original warranty of the Services. New parts supplied during correction or re-performance of Services are warranted for the balance of the warranty period still available from the original warranty of such parts. The remedies set forth in this Section 4 shall not be deemed to have failed of their essential purpose so long as Cummins Inc. is willing to correct defective Services or refund the purchase price therefor.

5. LIMITATIONS ON WARRANTIES AND REMEDIES.

Cummins Inc. expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability and warranty for fitness of a particular purpose, to the extent permitted by law. The warranties set forth herein are the sole warranties made by Cummins Inc. Some states do not allow limitation on warranties, so these limitations may not apply to you.

THE MAXIMUM LIABILITY, IF ANY, OF EITHER PARTY FOR ANY DAMAGES, INCLUDING WITHOUT LIMITATION, AGREEMENT DAMAGES AND DAMAGES FOR PROPERTY, WHETHER ARISING FROM CUMMINS INC.' INDEMNITY HEREUNDER, BREACH OF AGREEMENT, BREACH OF WARRANTY, NEGLIGENCE, STRICT LIABILITY, OR OTHER TORT, IS LIMITED TO AN AMOUNT NOT TO EXCEED THE PRICE OF THE SERVICES PAID BY CUSTOMER UNDER THIS AGREEMENT WHICH SHALL BE THE SOLE REMEDY UNDER THIS AGREEMENT. IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES OF ANY KIND (INCLUDING WITHOUT LIMITATION DOWNTIME, PROPERTY DAMAGE, LOSS OF PROFIT OR REVENUE, LOSS OF DATA, DAMAGE TO GOODWILL) HOWSOEVER CAUSED ARISING FROM THIS AGREEMENT OR THE BREACH OF THIS AGREEMENT, WHETHER IN INDEMNITY, TORT, CONTRACT, OR OTHERWISE. NOTHING IN THIS AGREEMENT EXCLUDES OR LIMITS LIABILITY FOR DEATH OR PERSONAL INJURY CAUSED BY A PARTY'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT. BY ACCEPTANCE OF THIS AGREEMENT, CUSTOMER ACKNOWLEDGES CUSTOMER'S SOLE REMEDY AGAINST CUMMINS INC. FOR ANY LOSS SHALL BE THE REMEDY PROVIDED HEREIN.

6. INDEMNITY. Each party shall indemnify and hold harmless the other party, its affiliates, subsidiaries, officers, directors, agents and employees from and against any and all third party losses, costs, liabilities, damages and expense, including reasonable attorney and expert fees (collectively, "Losses"), subject to the limitations on claims and damages in Section 5, attributable to bodily injury or property damage to the extent it is conclusively determined that such Losses were directly caused by the gross negligence or willful misconduct of such party. The party seeking indemnification shall give written notice to the other party promptly upon learning of the events giving rise to such claim; provided, however, that failure to provide such notice promptly shall only relieve an indemnifying party of its obligations hereunder to the extent it is prejudiced by such delay. The indemnifying party shall select counsel to control and manage the defense of a claim and the settlement thereof and shall keep the indemnified party apprised of all material developments with respect to such claim. The indemnified party may, at its expense, select additional co-counsel. The indemnifying party shall have no obligation to indemnify or hold harmless the indemnified party for any Losses conclusively determined to be caused by the negligence or willful misconduct of the indemnified party.

7. CONFIDENTIALITY. Each party shall keep confidential any information received from the other that is not generally known to the public and at the time of disclosure, would reasonably be understood by the receiving party to be proprietary or confidential, whether disclosed in oral, written, visual, electronic or other form, and which the receiving party (or agents) learns in connection with this Agreement including, but not limited to: (a) business plans, strategies, sales, projects and analyses; (b) financial information, pricing, and fee structures; (c) business processes, methods and models; (d) employee and supplier information; (e) specifications; and (f) the terms and conditions of this Agreement. Each party shall take necessary steps to ensure compliance with this provision by its employees, and agents.

8. GOVERNING LAW. This Agreement shall be governed by and construed in accordance with the laws of the State in which services are to be rendered or performed without giving effect to any choice or conflict of law provision. The parties agree that the courts of the State in which services are to be rendered or performed and shall have exclusive jurisdiction to settle any dispute or claim arising in connection with this Agreement.

9. INSURANCE. Upon Customer's request, Cummins Inc. will provide to Customer a Certificate of Insurance evidencing Cummins Inc.' relevant insurance coverage.

10. ASSIGNMENT. This Agreement shall be binding on the parties and their successors and assigns. Customer shall not assign this Agreement without the prior written consent of Cummins Inc.

11. IP. Any intellectual property rights created by Cummins Inc. in the course of the performance of any Agreement or otherwise shall remain Cummins Inc.' property. Nothing in these conditions shall be deemed to have given Customer a license or any other rights to use any of the intellectual property rights of Cummins Inc.

12. MISCELLANEOUS. Cummins Inc. shall be an independent contractor with respect to the Services performed under this Agreement. All notices under this Agreement shall be in writing and be delivered personally, mailed via first class certified or registered mail, or sent by a nationally recognized express courier service to the addresses set forth in the Quote. No amendment of this Agreement shall be valid unless it is in writing and signed by the parties hereto. Failure of either party to require performance by the other party of any provision hereof shall in no way affect the right to require such performance at any time thereafter, nor shall the waiver by a party of a breach of any of the provisions hereof constitute a waiver of any succeeding breach. Any provision of this Agreement that is invalid or unenforceable shall not affect the validity or enforceability of the remaining terms hereof.

13. Termination. Either party has the right to terminate this Agreement within thirty (30) days prior notice, unless the work has already been performed and completed.



Power Generation System Planned Equipment Maintenance

INSPECTION

(MONTHLY, QUARTERLY, OR ONE-TIME PER YEAR)

Battery & Battery Charger System

- Check battery charger functions
- Cable connections, termination cleanliness and security
- Check electrolyte level, vent caps of all cells in the starting batteries
- Battery Conductance Test

Fuel System

- Inspect main tank/day tank fuel level
- Inspect day tank controls and pumps. Test operate day tank controls (where available)
- Inspect all fuel hoses, clamps, pipes, components, and fittings
- Inspect governor linkage
- Visually inspect rupture/containment basin
- Water in Fuel Test - Sub-base, day tanks
- Optional - fuel sample for laboratory analysis*

Engine Cooling System

- Inspect all hoses and clamps for leaks, coolant level and condition
- Inspect radiator cap and filler neck condition
- Inspect drive belts, observe alignment and deflection
- Observe coolant heater operations
- Utilize DCA test strip to record coolant properties
- Inspect radiator surfaces, shrouds, and barriers for obstruction
- Visually inspect low temperature after cooler coolant
- Optional -coolant sampling*

Engine & Lubrication System

- Inspect lubrication system (visually check oil level)
- Inspect crankcase ventilation system
- Inspect spark ignited ignition system

Intake/Exhaust System

- Inspect air cleaner element and entire intake system
- Inspect exhaust system and rain cap
- Inspect louver operations

Generator Controls & Power Connections

- Visually inspect all engine mounted wiring, senders, and devices
- Visually inspect all control mounted components and wiring
- Lamp test all lights and indicators
- Visually inspect breaker and power connections
- Manually operate generator main breaker(s) open and closed*

*NOTE: Will not exercise breakers or contactors on a paralleling device.

Generator Operations

- Start and observe generator and equipment operations
- Verify engine and generator safeties for proper operation
- System test with or without load

Automatic Transfer Switch

(Paralleling Switchgear, Bypass Switchgear, Manual Transfer Switches)

- Visually inspect all power and control wiring
- Visually inspect switch mechanism and enclosure
- Visually inspect controls and time delays settings
- Verify function of exercise clock

FULL SERVICE (INCLUDES INSPECTION)

Operational & Functional Review of Generator Critical Components

- Inspect engine cooling fan & fan drives for excessive wear or shaft wobble
- Check all pulleys, belt tensioners, slack adjusters & idler pulleys for travel, wear & overall condition
- Inspect/lubricate drive bearings, gear or belt drives, lovejoy and other shaft connecting hardware

Lubrication Oil and Filtration Service

- Change engine lubrication oil
- Change primary lubrication and bypass filters
- Change fuel filters
- Post lube service operation of genset (unloaded) at rated temperature
- Optional - oil sample for laboratory analysis*

***Additional Charge**

Any additional repairs, parts or services which are required will be brought to the attention of the owner. Repairs will only be made after proper authorization from the owner is given to Cummins Sales and Service. Any additional repairs, maintenance or service performed by Cummins Sales and Service for a Planned Equipment Maintenance Agreement holder will be at current Cummins Sales and Service labor rates.


TO: BIG RAPIDS CHARTER TOWNSHIP
14212 NORTHLAND DRIVE
BIG RAPIDS, MI 49307

FROM: WOLVERINE POWER SYSTEMS
50160 PONTIAC TRAIL, #9
WIXOM, MI 48393

GIGI CASTRO, Operations Support
Phone#: (800) 485-8068 ext 20200
Direct Line: (248) 897-0151
Email: gigi.castro@wolverinepower.com

Bid for: GENERATOR MAINTENANCE

Due: March 14, 2019 @ 10am

 03-12-19
WOLVERINE POWER SYSTEMS
50160 PONTIAC TRAIL #9
WIXOM, MI 48393
(248) 960-0360



MARCH 12, 2019

BIG RAPIDS CHARTER TOWNSHIP
ATTN: CLERK
14212 NORTHLAND DRIVE
BIG RAPIDS, MI 49307

We would like to offer you one of our scheduled maintenance programs for your backup power system. Regular scheduled maintenance is a vital part to keeping your generators functional and ready to work when you need them.

Below you will find options for providing regular maintenance on your generators and their respective pricing. You will find a detailed description of what is included in each program on the enclosed Maintenance Program Checklist. To sign up, simply check your preferred level of maintenance, along with the month you would like us to start, and return the signed agreement to us within sixty (60) days to secure the rates quoted below.

	<u>Program Price – 3 Years</u>	<u>Starting Month</u>
<input type="checkbox"/> Level 2 Maintenance Program on 8 units*	\$ 13,600	_____
(Includes Two (2) Visits Annually – Major & Minor)		

*See below list of units and price breakdown for 3 years:

Site	Address	Gen Make	kW	Model#	Fuel	L E V E L 2			
						Year 1	Year 2	Year 3	
1	Water Plant	Pioneer Drive	Onan	275	DFBF	Dsl	\$ 735	\$ 735	\$ 760
2	Perry Street Lift Stn	21252 Perry St	Kohler	125	125REZG	NG	\$ 565	\$ 565	\$ 580
3	Gilbert Lift Station	20160 Gilbert Dr.	Kohler	100	100REZG	NG	\$ 565	\$ 565	\$ 580
4	University Parks Lift Stn	19400 14 Mile Rd.	Onan	60	GGHE	NG	\$ 565	\$ 565	\$ 580
5	Menards Lift Station	14707 215th Ave.	Onan	60	C40N6	NG	\$ 565	\$ 565	\$ 580
6	Venlo Lift Station	15345 Venlo Dr.	Onan	25	C25N6	NG	\$ 465	\$ 465	\$ 480
7	Fire Hall	14212 Northland Dr.	Generac	15	00909-2	NG	\$ 455	\$ 455	\$ 470
8	Portable	Pioneer Drive	Onan	100	DGDB	Dsl	\$ 575	\$ 575	\$ 590
							\$ 4,490	\$ 4,490	\$ 4,620

Scheduling Contact/s: _____

Phone: _____

Secondary Phone Number: _____

Email: _____

g.antis 03-12-19
WOLVERINE POWER SYSTEMS
50160 PONTIAC TRAIL #9
WIXOM, MI 48393
(248) 960-0360



GENERATORS & MOBILE POWER PRODUCTS
SALES · RENTALS · SERVICE & PARTS

24/7
EMERGENCY
SERVICE

1.800.485.8068
WOLVERINEPOWER.COM

In addition to regular scheduled maintenance, Wolverine Power Systems also offers services and repairs that fall outside the normal scope of work on a time and materials (T&M) basis using the following travel fees and labor rates.

Normal Service Call.....	\$ 160 /trip
Emergency/overtime Travel.....	\$ 215 /trip
Normal Labor: (8am-5pm).....	\$ 130 / hour
Overtime/Emergency Labor.....	\$ 195 / hour
Holiday Labor.....	\$ 260/ hour

This agreement renews annually and payment is due after each inspection. Prices do not include applicable tax or surcharges and are subject to change with a 60-day written notice. Customer must submit 30-day written notice to cancel this agreement and any related inspections. Wolverine Power Systems reserves to the right to cancel this agreement at any time and is not liable for any losses or contingent liabilities arising from the operation of this system or the failure of this system to operate.

Authorized By

Signature

Date

Please send completed documents to one of the following:

Mail: Wolverine Power Systems
3229 80th Avenue
Zeeland, MI 49464

Fax# (616) 879-0045

Email: service@wolverinepower.com

ENGINE-DRIVEN GENERATOR MAINTENANCE PROGRAMS

Level 1 Maintenance Program Checklist

One scheduled visit per year which includes, but is not limited to:

- Battery and Charger Inspection of:
 - Fluid Level
 - Voltage
 - Cable & Connections
 - Charger output
- Engine, Inspection of:
 - Oil Pressure
 - Cranking Voltage
 - Safety Shutdowns and Pre-Alarms
 - Crankcase Blow-by
 - Lube Level
 - Spark Plugs
 - Leaks
 - Abnormal Noise or Vibration
 - Alternator Output
- Generator Inspection of:
 - Exciter
 - Stator
 - Brushes & Holders
 - Collector Rings
 - AC Windings
- Fuel System Inspection
 - Flex Fuel Lines
 - Leaks
- Control Panel Inspection
 - Voltage Regulator
 - Engine Monitors
 - Wiring & Relays
 - Indicator Bulbs
 - Connections
- Regular Maintenance - Annually
 - Change Engine Oil & Oil Filter
 - Change Fuel Filter (As needed – Additional Charge)
 - Adjust Valve Lash
 - Lubricate Generator Bearings
 - Replace Spark Plugs (As needed - Additional Charge)
 - Change Air Filter (As needed – Additional Charge)
- Regular Maintenance – Every 3 Years
 - Replace Engine Coolant (Additional Charge – T&M)
 - Change Batteries (Additional Charge)
 - Change Block Heater Hoses (Additional Charge – T&M)

Level 2 Maintenance Program Checklist

Two scheduled visits per year which include, but is not limited to:

- Battery and Charger Inspection of:
 - Fluid Level
 - Voltage
 - Cable & Connections
 - Charger output
- Engine, Inspection of:
 - Oil Pressure
 - Cranking Voltage
 - Safety Shutdowns and Pre-Alarms
 - Crankcase Blow-by
 - Lube Level
 - Spark Plugs
 - Leaks
 - Abnormal Noise or Vibration
 - Alternator Output
- Generator Inspection of:
 - Exciter
 - Stator
 - Brushes & Holders
 - Collector Rings
 - AC Windings
- Fuel System Inspection
 - Flex Fuel Lines
 - Leaks
- Control Panel Inspection
 - Voltage Regulator
 - Engine Monitors
 - Wiring & Relays
 - Indicator Bulbs
 - Connections

One of the scheduled visits will also include:

- Regular Maintenance - Annually
 - Change Engine Oil & Oil Filter
 - Change Fuel Filter (As needed – Additional Charge)
 - Adjust Valve Lash
 - Lubricate Generator Bearings
 - Replace Spark Plugs (As needed - Additional Charge)
 - Change Air Filter (As needed – Additional Charge)
- Regular Maintenance – Every 3 Years
 - Replace Engine Coolant (Additional Charge – T&M)
 - Change Batteries (Additional Charge)
 - Change Block Heater Hoses (Additional Charge – T&M)

LOAD-BANKING OPTION

Load Bank testing is a practical method of testing the generator's output under realistic circumstances. Providing on-demand power is the essential directive for a generator. Exercising at less than 100% full-rated load can cause inferior or older systems to run less reliably. Load bank testing rids the exhaust ports and valves of carbon and cylinder-bore buildup, as well as reveals frail electrical components. This can be performed without disabling or interrupting the generator's capabilities. This is normally a process for customers in which we incrementally increase the kW load and record several different readings on a 15-minute interval. Load bank testing will insure that your generator complies with the industry code requirement of NFPA-110, Standard for Emergency and Standby Power Systems.



Total Energy Systems, LLC

Big Rapids Charter Township
14212 Northland Drive
Big Rapids, MI

Planned Maintenance Agreement

Estimate Number: Big Rapids Charter

Estimate Date: 3/4/2019

Total Energy Systems, LLC is pleased to submit the following generator maintenance program. We understand that our customers have different maintenance needs. With that in mind we have developed a few basic maintenance plans which can be altered to fit your requirements.

- **Annual Service:** We will visit the site one time per year. During the visit we will replace engine oil and filters, replace fuel filters if applicable, **complete fluid analysis**, and complete a three page maintenance checklist which includes visual inspections, functional testing, and securing connections on the generator and transfer switch.
- **Semi Annual Service:** We will visit the site two times per year. Each time we will complete the maintenance checklist described in the Annual Service. On one of the visits we will replace the engine oil and filters along with replacing the fuel filters when applicable.
- **Quarterly Service:** We will visit the site every ninety days. Each time we will complete the maintenance checklist. On one of the four visits we will replace the engine oil and filters along with the fuel filters where applicable.
- **Custom Service:** Total Energy Systems has the ability to work with all of our customers to fit there needs. We can visit sites annually, semi-annually, quarterly, monthly etc. With the ability to adapt we can meet your service requirements.
- **Load Bank Testing:** Load banking is the only true way to exercise the entire generator. Standard exercising, or starting the unit and running the engine with no load transfer, exercises only the engine. JCAHO and NFPA 110 mandates load bank testing (specific conditions apply). The load bank testing will be completed during a scheduled Planned Maintenance visit.

#	Model	Serial Number	Location
1	DFBF	TBD	Water Plant
2	125REZG	TBD	Perry Street Lift
3	100REZG	TBD	Gilbert Lift
4	GGHE	TBD	University Parks Lift
5	C40N6	TBD	Menards Lift
6	C25N6	TBD	Venlo Lift
7	Generac	TBD	Fire Hall
8	DGDB	TBD	Portable

0% parts mark up

Model #1	1st Year	2nd Year	3rd Year	4th Year	5th Year
Semi-Annual Maintenance	\$1200	\$1200	\$1200	\$1200	\$1200

Model #1	1st Year	2nd Year	3rd Year	4th Year	5th Year
Semi-Annual Maintenance	\$800	\$800	\$800	\$800	\$800

Model #1	1st Year	2nd Year	3rd Year	4th Year	5th Year
Semi-Annual Maintenance	\$800	\$800	\$800	\$800	\$800

Model #1	1st Year	2nd Year	3rd Year	4th Year	5th Year
Semi-Annual Maintenance	\$750	\$750	\$750	\$750	\$750

Model #1	1st Year	2nd Year	3rd Year	4th Year	5th Year
Semi-Annual Maintenance	\$750	\$750	\$750	\$750	\$750

Model #1	1st Year	2nd Year	3rd Year	4th Year	5th Year
Semi-Annual Maintenance	\$700	\$700	\$700	\$700	\$700

Model #1	1st Year	2nd Year	3rd Year	4th Year	5th Year
Semi-Annual Maintenance	\$700	\$700	\$700	\$700	\$700

Model #1	1st Year	2nd Year	3rd Year	4th Year	5th Year
Semi-Annual Maintenance	\$1000	\$1000	\$1000	\$1000	\$1000

Terms and Conditions:

Prices are FOB Grand Rapids, MI our dock. Payment terms are Net 30 days (subject to credit approval). Quotation is valid for 60 days. Prices do not include any applicable sales or use taxes.

8525 N. 87th Street
Milwaukee, WI 53224
1-888-548-1400



Total Energy Systems, LLC

2211 American Blvd.
DePere, WI 54115
1-888-548-1400

4324 Airline Drive
Grand Rapids, MI 49512
1-888-341-5610

Estimate Number: **Big Rapids Charter** 1-866-583-1671

14950 Martin Drive
Eden Prairie, MN 55344
1-866-583-1671

PLANNED MAINTENANCE AGREEMENT

This planned maintenance agreement is entered into by **TOTAL ENERGY SYSTEMS** of Green Bay / Milwaukee, Wisconsin and the Generator Set owner named below for the purpose of maintaining the standby generator set(s) and associated equipment listed below, and to minimize the necessity of emergency attention, thus assuring efficient upkeep practices by trained technical personnel at a minimum cost.

After each planned maintenance inspection, a checklist will be submitted to the owner, advising that the work has been performed and indicating what additional parts and labor are required, if any. For this purpose, any parts and/or labor required not specifically included on the attached checklist, will be charged to the generator set owner at regular rates then in effect.

It is understood that this agreement does not include any parts, labor, or travel expenses to repair damage caused by abuse, neglect, accident, theft, acts of a third person, forces of nature, or altering the equipment. This agreement does not include any major engine failure or generator overhaul. This will be negotiated under a separate purchase order. **TOTAL ENERGY SYSTEMS** shall not be responsible for failure to render the service for causes beyond its control, including strikes and labor disputes. This agreement is not assignable without the consent of **TOTAL ENERGY SYSTEMS** and will remain in force until cancelled by either party through written notice to the other.

TOTAL ENERGY SYSTEMS shall have no responsibility to the owner for special consequential damages, including loss of time, injury to person or property or any other consequential damage or incidental or economic loss. All other warranties, expressed and implied, including merchantability and fitness for a particular purpose, are hereby waived, disclaimed and excluded.

Please indicate the service(s) you would like Total Energy Systems, LLC to perform:

Semi - Annual Maintenance

Please indicate the month you would like the Maintenance work completed: _____

Please indicate the length of the contract you would like: _____ Year(s) or T&M (Market Price)

IT IS MUTUALLY UNDERSTOOD THAT THIS PROPOSAL SETS FORTH OUR ENTIRE AGREEMENT

Customer pre-authorizes Total Energy Systems to perform additional service work on each visit (if required) as long as said work does not exceed \$_____. (use 0.00 if not authorizing) Authorized initials:_____. If additional work will exceed the maximum as stated, an estimate for additional work will be generated and should be forwarded to: (Name, Address, Email)

Signature: _____ DATE: ___/___/___

Group Name: BIG RAPIDS TOWNSHIP		Effective Date: 6/1/2019	
Group ID: 788507		SIC Code: 9111	
Base Plan	POS 80-1 80%/60% Coinsurance - Non-Grandfathered Health Care Reform		
Office Visit Copay	\$20/\$35/\$75 Office Visit Copay		
Medical Deductible	\$500/\$1,000 - \$1,000/\$2,000 Medical Deductible		
Rx Copay	\$15/\$50/\$80/20%/20% Rx Copay, Non-Exempt Contraceptives		
Rx Deductible	NA Rx Deductible		
Out-of-Pocket Maximum	\$1,500/\$3,000 - \$3,000/\$6,000 OOP Maximum		
Emergency Room Copay	\$150 Emergency Room Copay		
Ambulance Copay	\$150 Ambulance Copay		
Coverage Rates EXCLUDING Taxes and Fees			
		Current Rates	Renewal Rates
Michigan Employees	#		
Single	2	\$637.17	\$650.94
Double	1	\$1,401.77	\$1,432.08
Family	0	\$1,752.22	\$1,790.10
Out of State Employees			
Single	0		
Double	0		
Family	0		
Monthly Premium		\$2,676.11	\$2,733.96
Yearly Premium		\$32,113.32	\$32,807.52
Coverage Rates INCLUDING Taxes and Fees			
		Current Rates	Renewal Rates
Michigan Employees	#		
Single	2	\$644.79	\$653.23
Double	1	\$1,418.53	\$1,437.12
Family	0	\$1,773.18	\$1,796.40
Out of State Employees			
Single	0		
Double	0		
Family	0		
Monthly Premium		\$2,708.11	\$2,743.58
Yearly Premium		\$32,497.32	\$32,922.96
Percent Change			1.31%

NOTE: Please note that rates include all state and federal taxes and fees, including but not limited to the Insurance Provider Assessment. Rates and fees will be adjusted as necessary to incorporate additional assessments or taxes and will be communicated to you as soon as they are known. Rates are guaranteed for 12 months from the effective date of coverage. Priority Health is not liable for agent or employer group errors. Priority Health participation rules apply; see Priority Health New Group Application. For renewing groups, applications will not be processed until verification of all pre-renewal documents has been completed. Benefits and generated rates may be pending and subject to final approval by the Michigan Department of Insurance and Financial Services. If your group has 51 or more eligible employees, Priority Health considers your business a large group and these rates are null and void. You should seek legal advice if you need help determining whether your group is small or large. The federal Affordable Care Act has different requirements for large groups that are not covered by this proposal. If you have 51 or more eligible employees, please contact the Small Business department at PH-Salesbd@PriorityHealth.com. In general Mental Health Parity does not apply for small business. These rates are not valid when a group is required to comply with Mental Health Parity unless noted above. Please contact the Small Business department for assistance.



Item "V"

MECOSTA COUNTY ROAD COMMISSION

COMMISSIONERS:

VAN JOHNSON
CHAIRMAN
JOHN R. CURRIE
VICE-CHAIRMAN
MIKE WERNETTE
MEMBER

120 North DeKrafft Avenue
Big Rapids, MI 49307
PH: 231-796-2611 FAX: 231-796-5287
www.mecostaroads.org

STAFF:

TIM NESTLE
SUPERINTENDENT MANAGER
AMY KAILING
FINANCE DIRECTOR

March 21, 2019

Bill Stanek
Big Rapids Township Supervisor
14212 Northland Dr
Big Rapids, MI 49307

RE: Various Project Contracts

Bill;

I have enclosed the Contract for the projects that you requested. This contract is for your proposed cost share.

Please review this contract with your Board and if you are in agreement please have everyone sign the contract and forward to my attention as soon as possible.

Should you have any questions about any of these items please feel free to call.

Sincerely,

Tim Nestle
Superintendent Manager

Encl.

**MECOSTA COUNTY ROAD COMMISSION
CONTRACT
With
BIG RAPIDS TOWNSHIP**

General Description of Project:

Bituminous Paving Project: Pulverize And Pave Madison Ave and 17 Mile

General Terms & Conditions:

- Each party to this agreement acknowledges that costs for this project are estimates and are subject to increase or decrease based on final project quantities.
- The Mecosta County Road Commission shall have oversight authority of all independent contractors involved in this project as it relates to long-term maintenance requirements of the road surface. If there is a material difference or the project runs into unforeseen circumstances the Mecosta County Road Commission will notify the Township of the additional estimated cost to the project.
- The Mecosta County Road Commission and Big Rapids Township hereby agree to enter into this agreement to accomplish these road projects.
- The Township agrees to pay the Mecosta County Road Commission the estimated sum of **\$496,472.88**, for their cost on this project. The Mecosta County Road Commission will invoice Big Rapids Township based on actual cost incurred.

- 1. **Pulverize and Pave:** Madison 220th to the City Limits
- 2. **Pulverize and Pave:** 17 Mile 220th to 230th

Township
\$318,909.86
\$177,563.02
\$496,472.88

Contract Number: 497.003-109-19.000

MECOSTA COUNTY ROAD COMMISSION

BIG RAPIDS TOWNSHIP

Chairman

Supervisor

Vice-Chairman

Clerk

Commissioner

Treasurer

Trustee

Trustee

Date

Date

**MECOSTA COUNTY ROAD COMMISSION
ESTIMATE**

PROJECT DESCRIPTION

TOWNSHIP: Big Rapids
 PROJECT NAME: 17 Mile
 LOCATION: 220-230th
 DATE: 3/21/2019

ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	PRICE	EXTENDED PRICE
HMA, Pulverize (5280 x 22')	14,197	SQYD	\$ 0.36	\$ 5,110.92
HMA, (5280' x 22' wd x 330 lb)	2,343	TON	\$ 62.73	\$ 146,976.39
HMA intersections	250	TON	\$ 62.73	\$ 15,682.50
Culverts 8' DEQ	58	FT	\$ 125.00	\$ 7,250.00
Shoulder Gravel (2 x 5280' x 3' wd x 3") (adams)	367	CYD	\$ 5.75	\$ 2,110.25
Centerline Paint (Lineal Feet)	10,560	LF	\$ 0.0410	\$ 432.96
Total				\$ 177,563.02

Unit pricing based on best available data and subject to change.

**MECOSTA COUNTY ROAD COMMISSION
ESTIMATE**

PROJECT DESCRIPTION

TOWNSHIP: Big Rapids
 PROJECT NAME: Madison
 LOCATION: 220th - city limits
 DATE: 3/21/2019

ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT PRICE	EXTENDED PRICE
HMA, Pulverize (9100' x 22')	24,468	SQYD \$ 0.36	\$ 8,808.48
HMA, (9100' x 22' wd x 330 lb)	4,500	TON \$ 62.73	\$ 282,285.00
Culverts (126')	126	LF \$ 11.90	\$ 1,499.40
HMA intersections	50	TON \$ 62.73	\$ 3,136.50
Shoulder Gravel (2 x 8951' x 3' wd x 3") (Hansen)	622	CYD \$ 5.75	\$ 3,576.50
Centerline Paint (Lineal Feet)	17,902	LF \$ 0.0410	\$ 733.98
Guardrail	555	LF \$ 34.00	\$ 18,870.00
Township Total			\$ 318,909.86

Unit pricing based on best available data and subject to change.



MECOSTA COUNTY ROAD COMMISSION

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AMY KAILING
FINANCE DIRECTOR

2019 DUST CONTROL CONTRACT

With

BIG RAPIDS TOWNSHIP

General Terms & Conditions:

- * The Mecosta County Road Commission will apply dust control for the first round at 100% cost to the Road Commission.
- * Each party to this agreement acknowledges that the below listed Cost is for dust control for the additional applications.
- * The Mecosta County Road Commission shall apply dust control to the below mentioned miles of Township Roads for the 2019 Season not to exceed two (2) additional applications per season (a total of three (3) applications).
- * The Mecosta County Road Commission will invoice the Township after all additional applications have been completed for said Township.
- * The roads to be brined will be done solid with no spot application.

General Description of Program:

- * Big Rapids Township has 20 Miles of Certified Gravel Roads at \$100.00/Mile

\$2000.00 per application

_____ One (1) additional application

_____ Two (2) additional applications

Note: Township line roads typically for the interior township are the South and West Township line. For the Exterior Townships it could also include the East or North Township line.

MECOSTA COUNTY ROAD COMMISSION

BIG RAPIDS TOWNSHIP

Chairman

Supervisor

Vice Chair

Clerk

Member

Treasurer

Trustee

Trustee

Date

Date

Recommended 2019 Budget adjustments

April 2, 2019

101-000-698.000	Advance from fund balance General Fund Income	add	180,000.00
101-446-805.000	Contract services General Fund Roads	add	100,000.00
206-000-699.000	Transfer from other funds Fire Fund Income	add	100,000.00
206-000-669.100	Advance from fund balance Fire Fund Income	add	90,000.00
206-336-978.000	Capital Outlay over \$10,000 Fire Fund	add	165,000.00
590-521-978.000	Capital Outlay over \$10,000 Sewer Fund	increase	20,000.00

This will cover:

- Loan and fire truck
- Mission Controls for lift stations
- Road contracts