

BIG RAPIDS CHARTER TOWNSHIP BOARD
REGULAR MEETING TUESDAY, JUNE 4, 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:

SPECIAL APPEARANCE: Dan Veldhuizen – Siegfried Crandall P.C. 2018 Audit

APPROVAL OF: May 7 2019, meeting minutes: **ITEM A**

FINANCIAL

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

APPROVAL OF BILLS:

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

MONTHLY REPORTS:

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

UNFINISHED BUSINESS:

1. Trailer bids: **ITEM N**
2. Recreational Marihuana Ordinance: **ITEM O**
3. Other:

NEW BUSINESS:

1. Acceptance of Audit:
2. Capital Improvement Plan 2020-2025: **ITEM P**
3. Other:

PUBLIC COMMENT:

ADJOURNMENT:

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

**BIG RAPIDS CHARTER TOWNSHIP BOARD
REGULAR MEETING TUESDAY, MAY 7, 2019
UNAPPROVED**

Item "A"

CALL TO ORDER: 7:00 p.m. **ROLL CALL:** Stanek, Fountain, Currie, Bean, Everett present. Geib, Merendino Absent. Pledge of Allegiance.

PUBLIC COMMENT: Wendy Nystrom – County is looking for a Central Michigan Mental Health Representative, Bob Maguire – Berm around new gravel pit, Bill Shriver – Woodward Avenue repaired.

ADDITIONS TO AGENDA: none.

CORRESPONDENCE: Bill Scheible:
Drain Commissioner so noted and filed.

APPROVAL OF: April 2nd meeting minutes: A motion to approve the April 2, 2019 meeting minutes as printed was made by Currie. Seconded by Everett. Motion passed unanimously.

FINANCIAL

1. **Treasurer Report March:** approved as printed.
2. **Financial Report:** approved as printed.

APPROVAL OF BILLS:

1. **Accounts Payable:** A motion to approve accounts payable checks #31532-#31575, 6 EFT's and 2 HRA's #1165-1166 in the amount of \$107,225.57 was 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 \$19,076.20 checks #11618-#11654 and stub #16 was made by Currie. Seconded by Bean. 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 Committee:**
7. **Fire Committee:**
8. **Elections Commission:**
9. **Planning Commission:**
10. **Roads Committee:**
11. **Supervisor:**
Approved as printed.

UNFINISHED BUSINESS:

1. **Mower bids:** A motion to accept bid from Kelly Cushway in the amount of \$362.00 for the 2012 Husqvarna mower was made by Bean. Seconded by Everett. Roll call vote: Stanek – yes, Fountain – abstain, Currie – no, Bean – yes, Everett – yes. Motion passed.
2. **Parking Lot Bids:** A motion to accept quote from Reith-Reilly in the amount of \$83,480 to pave township parking lot was made by Everett. Seconded by Bean. Motion passed unanimously on a roll call vote.
3. **Airport Industrial Park building and use restrictions change:** Motion to approve the Building and Use Restrictions for the Big Rapids Charter Township Airport Industrial Park with the exception of item #12 and item #29 being deleted was made by Bean. Seconded by Everett. Motion passed unanimously.

NEW BUSINESS:

1. **Request from road committee for 2020 road work:** A motion to tentatively approve 2020 road work on Gilbert Road and 17 Mile Road from 220th to Northland Drive was made by Everett. Seconded by Bean. Motion passed with Currie voting no.
2. **Request from Jaycees for fireworks display:** A motion to approve the 2019 Permit for fireworks for the Big Rapids Jaycees was made by Everett. Seconded by Bean. Motion passed unanimously.
3. **Request from cemetery committee for trailer:** A motion to approve the request from Brandon Maneke to purchase trailer from USA Trailer Sales in the amount of \$2,099.00 was made by Bean. Seconded by Everett. Motion passed unanimously on a roll call vote.
A motion to take bids for the disposal of the 2005 tandem axle trailer with minimum bid of \$400.00 was made by Bean. Seconded by Everett. Motion passed unanimously.
4. **Recreational Marijuana Ordinance:** No action.
5. **Mika Meyers disclosure request:** No action.

PUBLIC COMMENT: Bob Maguire – Roads 50/50 split with County.

ADJOURNMENT: 8:10 p.m.

Item "B"

GL Number	Description	Beginning Balance
101-000-001.000	Cash - Checking	605,216.95
101-000-001.001	Cash Non-Expendable	
203-000-001.000	CASH	183,113.08
204-000-001.000	CASH	229,693.35
206-000-001.000	Cash - Checking	237,424.50
212-000-001.000	Cash - Savings	
246-000-001.000	Cash - Savings	
249-000-001.000	Cash - Savings	120,994.91
271-000-001.000	CASH	29,095.19
301-000-001.000	Cash - Savings	
401-000-001.000	CASH	30,367.50
590-000-001.000	Cash - Savings	490,847.74
591-000-001.000	CASH	(65,439.51)
593-000-001.000	CASH	
701-000-001.000	Cash - Savings	
708-000-001.000	CASH	15,846.38
711-000-001.000	CASH	
711-000-001.100	HVC Cash Expendable	15,315.50
850-000-001.000	Cash - Savings	(4,041.15)
Beginning GL Balance:		1,888,434.44
Add: Cash Receipts		91,151.18
Less: Cash Disbursements		(133,035.59)
Less: Payroll Disbursements		(19,203.24)
Ending GL Balance:		1,827,346.79

GL Number	Description	Ending Balance
101-000-001.000	Cash - Checking	590,517.46 ✓
101-000-001.001	Cash Non-Expendable	
203-000-001.000	CASH	183,113.08 ✓
204-000-001.000	CASH	237,917.67 ✓
206-000-001.000	Cash - Checking	217,615.97 ✓
212-000-001.000	Cash - Savings	
246-000-001.000	Cash - Savings	
249-000-001.000	Cash - Savings	121,453.65 ✓
271-000-001.000	CASH	1,096.25 ✓
301-000-001.000	Cash - Savings	
401-000-001.000	CASH	30,281.70 ✓
590-000-001.000	Cash - Savings	485,193.76 ✓
591-000-001.000	CASH	(66,981.45) ✓
593-000-001.000	CASH	
701-000-001.000	Cash - Savings	
708-000-001.000	CASH	15,846.38 ✓
711-000-001.000	CASH	
711-000-001.100	HVC Cash Expendable	15,315.50 ✓
850-000-001.000	Cash - Savings	(4,023.18) ✓

Ending GL Balance:		1,827,346.79
Ending Bank Balance:		1,822,126.32
Add: Deposits in Transit		
4-30 outstand bank deposit		10,066.12
4-30 debit bank error mary smith		(40.00)
		10,026.12

Less: Outstanding Checks

AP Checks

Check Date	Check Number	Name	Amount
05/03/2018	31069	DYKEMA GOSSETT PLLC	57.24
04/02/2019	31510	MICHIGAN ELECTION RESOURCES	174.00
04/30/2019	9930057	VOYA FINANCIAL	4,023.18

Payroll Checks

Check Date	Check Number	Name	Amount
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User: PENNY

Bank GEN (GENERAL TOWNSHIP CHECKING)

DE: Big Rapids Town

FROM 04/01/2019 TO 04/30/2019

Reconciliation Record ID: 86

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
03/01/2019	11577	MERENDINO, CHRISTOPHER	128.47
04/01/2019	11583	PEREZ, ADAM	96.23
04/01/2019	11613	COOK, ZACHARY	38.05

Total - 11 Outstanding Checks:

4,805.65

Adjusted Bank Balance

1,827,346.79

Unreconciled Difference:

0.00

REVIEWED BY: *Renee Luster* *Jimmy Curran* DATE: *5/7/2019*

Item "C"

05/31/2019 REVENUE AND EXPENDITURE REPORT FOR BIG RAPIDS TOWNSHIP
 PERIOD ENDING 06/30/2019
 % Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	06/30/2019	NORMAL (ABNORMAL)	06/30/2019	MONTH 06/30/2019	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDGT USED
Fund 101 - GENERAL OPERATING FUND										
Revenues										
Dept 000 - GENERAL										
101-000-402.000	Current Real Property Tax	185,000.00	169,305.17		0.00		0.00	15,694.83	91.52	0.00
101-000-441.000	Local Community Stabilization Share Tax	2,000.00	0.00		0.00		0.00	2,000.00	0.00	0.00
101-000-445.000	Penalties & Interest on Taxes	1,400.00	1,435.40		0.00		0.00	(35.40)	102.53	0.00
101-000-447.000	Property Tax Admin Fee	48,500.00	17,766.58		0.00		0.00	30,733.42	36.63	0.00
101-000-451.000	Business Licenses & Permits	19,500.00	0.00		0.00		0.00	19,500.00	0.00	0.00
101-000-574.000	State Shared Revenue	364,000.00	56,348.00		0.00		0.00	307,652.00	15.48	0.00
101-000-607.000	Ch. for Serv. (fees, zoning)	1,500.00	680.00		0.00		0.00	820.00	45.33	0.00
101-000-610.000	School Parcel Fee	6,200.00	0.00		0.00		0.00	6,200.00	0.00	0.00
101-000-628.000	Ch. for Serv. (copies, ordin.)	300.00	0.00		0.00		0.00	300.00	0.00	0.00
101-000-632.000	Ch. for Serv. (sale cem. lots)	4,000.00	1,200.00		0.00		0.00	2,800.00	30.00	0.00
101-000-634.000	Ch. for Serv. (grave op & cl)	12,000.00	7,550.00		0.00		0.00	4,450.00	62.92	0.00
101-000-635.000	Chg For Serv Cem Foun & Misc	3,500.00	2,016.00		0.00		0.00	1,484.00	57.60	0.00
101-000-640.000	Ch. for Serv. (lot splits)	500.00	300.00		0.00		0.00	200.00	60.00	0.00
101-000-664.000	Int. & Div. on Earnings	6,500.00	3,705.47		0.00		0.00	2,794.53	57.01	0.00
101-000-667.000	Rent&Exp Building Dept	7,200.00	0.00		0.00		0.00	7,200.00	0.00	0.00
101-000-668.000	Sign Rental	4,000.00	4,000.00		0.00		0.00	0.00	100.00	0.00
101-000-675.020	Cemetery Annuity - Division of Assets	52,000.00	0.00		0.00		0.00	52,000.00	0.00	0.00
101-000-676.000	Reimbursements	0.00	6,089.96		0.00		0.00	(6,089.96)	100.00	0.00
101-000-687.000	REFUNDS	500.00	0.00		0.00		0.00	500.00	0.00	0.00
101-000-697.000	Transfer from other Fund	50,000.00	0.00		0.00		0.00	50,000.00	0.00	0.00
101-000-698.000	Advance from Fund Balance	180,000.00	0.00		0.00		0.00	180,000.00	0.00	0.00
Total Dept 000 - GENERAL		948,600.00	270,396.58		0.00		0.00	678,203.42	28.50	0.00
TOTAL REVENUES		948,600.00	270,396.58		0.00		0.00	678,203.42	28.50	
Expenditures										
Dept 101 - TOWNSHIP BOARD										
101-101-702.000	Salary & Wages	7,000.00	2,916.60		583.32		41.67	4,083.40	41.67	0.00
101-101-702.020	Salary & Wages Clerical Help	24,970.00	10,404.01		2,080.81		41.67	14,565.99	41.67	0.00
101-101-710.000	Twp. Share Medicare Withholding	465.00	193.14		38.62		41.54	271.86	41.54	0.00
101-101-714.000	Health Insurance	4,410.00	2,620.33		0.00		59.42	1,789.67	59.42	0.00
101-101-715.000	Twp. Share Soc. Sec. Withhold	1,985.00	825.89		165.17		41.61	1,159.11	41.61	0.00
101-101-715.015	Retirement	4,590.00	1,759.15		351.83		38.33	2,830.85	38.33	0.00
101-101-720.000	Medical Reimbursement	835.00	319.15		0.00		38.22	515.85	38.22	0.00

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	06/30/2019	NORMAL (ABNORMAL)	06/30/2019	MONTH 06/30/2019	NORMAL (ABNORMAL)	BALANCE	% BDDT
						INCREASE (DECREASE)			USED
101-101-727.000	Office Supplies	800.00	433.82		34.50		366.18	54.23	
101-101-740.000	Operating Supplies	200.00	0.00		0.00		200.00	0.00	
101-101-801.000	Professional Services	28,000.00	14,017.78		904.56		13,982.22	50.06	
101-101-850.000	Communication	3,400.00	1,306.10		0.00		2,093.90	38.41	
101-101-860.100	Transportation - Census	2,000.00	0.00		0.00		2,000.00	0.00	
101-101-880.000	Community Promotion	600.00	68.90		68.90		531.10	11.48	
101-101-881.000	FALL CLEAN-UP	7,500.00	0.00		0.00		7,500.00	0.00	
101-101-900.000	Printing & Publishing	2,000.00	486.98		0.00		1,513.02	24.35	
101-101-956.000	Miscellaneous	100.00	0.00		0.00		100.00	0.00	
101-101-958.000	Membership & Dues	0.00	2,967.00		2,967.00		(2,967.00)	100.00	
101-101-960.000	Education	1,500.00	0.00		0.00		1,500.00	0.00	
101-101-965.000	Insurance & Bonds	9,000.00	3,631.06		163.18		5,368.94	40.35	
101-101-975.000	Capital Outlay under \$10,000	1,000.00	0.00		0.00		1,000.00	0.00	
Total Dept 101 - TOWNSHIP BOARD		100,355.00	41,949.91		7,357.89		58,405.09	41.80	
Dept 171 - SUPERVISOR									
101-171-702.000	Salary & Wages	25,000.00	10,416.65		2,083.33		14,583.35	41.67	
101-171-702.010	Salary & Wages Deputy	2,000.00	0.00		0.00		2,000.00	0.00	
101-171-702.040	Salary & Wages Cemetery	5,000.00	2,083.35		416.67		2,916.65	41.67	
101-171-702.300	Health Insurance Buyout	1,800.00	750.00		150.00		1,050.00	41.67	
101-171-710.000	Twp. Share Medicare Withholding	500.00	192.13		38.43		307.87	38.43	
101-171-715.000	Twp. Share Soc. Sec. Withholdg	2,100.00	821.50		164.30		1,278.50	39.12	
101-171-715.015	Retirement	5,250.00	2,186.25		437.25		3,063.75	41.64	
101-171-720.000	Medical Reimbursement	1,500.00	0.00		0.00		1,500.00	0.00	
101-171-727.000	Office Supplies	100.00	5.99		0.00		94.01	5.99	
101-171-740.000	Operating Supplies	100.00	0.00		0.00		100.00	0.00	
101-171-801.000	Professional Services	400.00	0.00		0.00		400.00	0.00	
101-171-850.100	Cell Phone	360.00	120.00		0.00		240.00	33.33	
101-171-860.000	Transportation	400.00	125.28		0.00		274.72	31.32	
101-171-960.000	Education	1,000.00	379.00		0.00		621.00	37.90	
101-171-975.000	Capital Outlay under \$10,000	500.00	0.00		0.00		500.00	0.00	
Total Dept 171 - SUPERVISOR		46,010.00	17,080.15		3,289.98		28,929.85	37.12	
Dept 215 - CLERK									
101-215-702.000	Salary & Wages	31,500.00	13,125.00		2,625.00		18,375.00	41.67	
101-215-702.010	Salary & Wages Deputy	3,700.00	216.00		0.00		3,484.00	5.84	
101-215-702.040	Salary & Wages Cemetery	7,700.00	3,208.35		641.67		4,491.65	41.67	
101-215-702.300	Health Insurance Buyout	1,800.00	750.00		150.00		1,050.00	41.67	
101-215-710.000	Twp. Share Medicare Withholding	650.00	250.84		49.54		399.16	38.59	
101-215-715.000	Twp. Share Soc. Sec. Withholdg	2,775.00	1,072.56		211.84		1,702.44	38.65	
101-215-715.015	Retirement	6,765.00	2,818.75		563.75		3,946.25	41.67	
101-215-720.000	Medical Reimbursement	1,500.00	190.04		0.00		1,309.96	12.67	
101-215-727.000	Office Supplies	700.00	290.54		0.00		409.46	41.51	
101-215-740.000	Operating Supplies	250.00	139.12		0.00		110.88	55.65	

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	06/30/2019	NORMAL (ABNORMAL)	06/30/2019	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDGT USED
101-215-801.000	Professional Services	2,000.00	862.00			0.00	1,138.00	43.10	
101-215-850.000	Cell Phone Reimbursement	360.00	90.00			0.00	270.00	25.00	
101-215-960.000	Education	1,000.00	0.00			0.00	1,000.00	0.00	
101-215-975.000	Capital Outlay under \$10,000	500.00	0.00			0.00	500.00	0.00	
Total Dept 215 - CLERK		61,200.00	23,013.20			4,241.80	38,186.80	37.60	
Dept 247 - BOARD OF REVIEW									
101-247-702.000	Salary & Wages	900.00	568.60			0.00	331.40	63.18	
101-247-710.000	Twp. Share Medicare Withholding	15.00	8.24			0.00	6.76	54.93	
101-247-715.000	Twp. Share Soc. Sec. Withholdg	60.00	35.25			0.00	24.75	58.75	
101-247-900.000	Printing & Publishing	75.00	67.15			0.00	7.85	89.53	
101-247-960.000	Education	200.00	0.00			0.00	200.00	0.00	
Total Dept 247 - BOARD OF REVIEW		1,250.00	679.24			0.00	570.76	54.34	
Dept 253 - TREASURER									
101-253-702.000	Salary & Wages	31,200.00	13,000.00			2,600.00	18,200.00	41.67	
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	202.10			37.69	307.90	39.63	
101-253-714.000	Health Insurance	6,925.00	3,082.79			0.00	3,842.21	44.52	
101-253-715.000	Twp. Share Soc. Sec. Withholdg	2,175.00	864.28			161.21	1,310.72	39.74	
101-253-715.015	Retirement	5,180.00	2,145.00			429.00	3,035.00	41.41	
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			0.00	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	21,760.88			3,227.90	37,724.12	36.58	
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			0.00	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	12,133.32			3,033.33	27,366.68	30.72	
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	14,724.80			3,033.33	29,575.20	33.24	
Dept 262 - ELECTIONS									
101-262-702.000	SALARY AND WAGES	1,800.00	865.05			865.05	934.95	48.06	
101-262-727.000	SUPPLIES	150.00	99.80			99.80	50.20	66.53	
101-262-740.000	Operating Supplies	1,650.00	717.29			0.00	932.71	43.47	
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	1,761.44			964.85	2,188.56	44.59	

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
		AMENDED BUDGET	06/30/2019	NORMAL (ABNORMAL)	06/30/2019	MONTH 06/30/2019	NORMAL (ABNORMAL)	BALANCE	% BDGT	
							INCREASE (DECREASE)		USED	
Dept 265 - TOWNSHIP HALL & GROUNDS										
101-265-702.000	Salary & Wages	2,200.00	293.13		87.50			1,906.87	13.32	
101-265-702.200	Salary & Wages Snowplowing	400.00	306.26		0.00			93.74	76.57	
101-265-710.000	Twp. Share Medicare Withholding	40.00	8.68		1.27			31.32	21.70	
101-265-715.000	Twp. Share Soc. Sec. Withholdg	165.00	37.17		5.43			127.83	22.53	
101-265-715.015	Retirement	0.00	83.91		12.25			(83.91)	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	1,771.53		152.79			2,728.47	39.37	
101-265-930.000	Repair & Maintenance	2,600.00	1,178.85		0.00			1,421.15	45.34	
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	3,973.89		259.24			27,531.11	12.61	
Dept 276 - TOWNSHIP CEMETERIES										
101-276-702.000	Salary & Wages	12,000.00	1,831.25		1,287.50			10,168.75	15.26	
101-276-702.015	Salary & Wages Mangement	23,000.00	6,654.38		2,388.75			16,345.62	28.93	
101-276-702.016	Salary & Wages Clerical Mangement	8,500.00	7,214.40		1,102.51			1,285.60	84.88	
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		0.00			93.74	76.57	
101-276-710.000	Twp. Share Medicare Withholding	650.00	232.10		69.29			417.90	35.71	
101-276-714.000	Health Insurance	7,200.00	3,853.48		0.00			3,346.52	53.52	
101-276-715.000	Twp. Share Soc. Sec. Withholdg	2,750.00	992.38		296.29			1,757.62	36.09	
101-276-715.015	Retirement	5,250.00	1,984.52		488.78			3,265.48	37.80	
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	184.99		0.00			115.01	61.66	
101-276-740.000	Operating Supplies	4,000.00	483.67		143.47			3,516.33	12.09	
101-276-801.000	Professional Services	2,000.00	615.00		615.00			1,385.00	30.75	
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	551.54		0.00			448.46	55.15	
101-276-850.100	Cell Phone	360.00	90.00		0.00			270.00	25.00	
101-276-860.000	Transportation	100.00	0.00		0.00			100.00	0.00	
101-276-900.000	Printing & Publishing	100.00	36.60		0.00			63.40	36.60	
101-276-920.000	Public Utilities	2,500.00	1,252.76		178.12			1,252.76	49.71	
101-276-930.000	Repair & Maintenance	7,000.00	3,200.67		812.46			3,799.33	45.72	
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	800.02		263.62			2,199.98	26.67	
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	2,481.48		2,481.48			(481.48)	124.07	
101-276-978.000	Capital Outlay \$10,000 and above	25,000.00	10,676.72		0.00			14,323.28	42.71	
	Total Dept 276 - TOWNSHIP CEMETERIES	126,760.00	43,432.22		10,127.27			83,327.78	34.26	

GL NUMBER	DESCRIPTION	2019		YTD BALANCE 06/30/2019	ACTIVITY FOR MONTH 06/30/2019		AVAILABLE BALANCE	% BDDT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)		INCREASE (DECREASE)	NORMAL (ABNORMAL)		
Dept 446 - HIGHWAYS & STREETS								
101-446-801.000	Professional Services	2,000.00	0.00	0.00	0.00	0.00	2,000.00	0.00
101-446-805.000	Contractual Services Roads	280,000.00	0.00	0.00	0.00	0.00	280,000.00	0.00
Total Dept 446 - HIGHWAYS & STREETS		282,000.00	0.00	0.00	0.00	0.00	282,000.00	0.00
Dept 448 - STREET LIGHTS								
101-448-920.000	Public Utilities	9,500.00	3,624.74	3,624.74	55.82	55.82	5,875.26	38.16
Total Dept 448 - STREET LIGHTS		9,500.00	3,624.74	3,624.74	55.82	55.82	5,875.26	38.16
Dept 450 - IND. PARK INFRASTRUCTURE								
101-450-990.100	Ind. Park Infrastructure	50,100.00	0.00	0.00	0.00	0.00	50,100.00	0.00
Total Dept 450 - IND. PARK INFRASTRUCTURE		50,100.00	0.00	0.00	0.00	0.00	50,100.00	0.00
Dept 721 - PLANNING COMMISSION								
101-721-702.000	SALARY AND WAGES	8,160.00	3,400.00	3,400.00	680.00	680.00	4,760.00	41.67
101-721-702.030	Salary & Wages Per Diems	3,250.00	741.60	741.60	247.20	247.20	2,508.40	22.82
101-721-710.000	Twp. Share Medicare Withholding	165.00	60.04	60.04	13.44	13.44	104.96	36.39
101-721-715.000	Twp. Share Soc. Sec. Withholding	710.00	256.78	256.78	57.50	57.50	453.22	36.17
101-721-715.015	Retirement	1,120.00	476.00	476.00	95.20	95.20	644.00	42.50
101-721-740.000	Operating Supplies	100.00	0.00	0.00	0.00	0.00	100.00	0.00
101-721-801.000	Professional Services	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0.00
101-721-860.000	MILEAGE	300.00	0.00	0.00	0.00	0.00	300.00	0.00
101-721-900.000	Printing & Publishing	500.00	152.50	152.50	0.00	0.00	347.50	30.50
101-721-960.000	Education	1,000.00	692.00	692.00	452.00	452.00	308.00	69.20
Total Dept 721 - PLANNING COMMISSION		18,305.00	5,778.92	5,778.92	1,545.34	1,545.34	12,526.08	31.57
Dept 728 - ECONOMIC-INDUSTRIAL DEVELOPMT								
101-728-801.000	Professional Services	500.00	0.00	0.00	0.00	0.00	500.00	0.00
101-728-880.000	Community Promotion	4,200.00	0.00	0.00	0.00	0.00	4,200.00	0.00
101-728-930.000	Repair & Maintenance	200.00	0.00	0.00	0.00	0.00	200.00	0.00
Total Dept 728 - ECONOMIC-INDUSTRIAL DEVELOPMT		4,900.00	0.00	0.00	0.00	0.00	4,900.00	0.00
Dept 751 - PARKS & RECREATION								
101-751-702.000	Salary & Wages	600.00	162.50	162.50	62.50	62.50	437.50	27.08
101-751-702.015	Salary & Wages Mangement	1,000.00	157.50	157.50	87.50	87.50	842.50	15.75
101-751-702.070	Park Supvr	2,575.00	257.50	257.50	257.50	257.50	2,317.50	10.00
101-751-710.000	Twp. Share Medicare Withholding	60.00	8.37	8.37	5.91	5.91	51.63	13.95
101-751-715.000	Twp. Share Soc. Sec. Withholdg	260.00	35.80	35.80	25.26	25.26	224.20	13.77
101-751-715.015	Retirement	0.00	22.05	22.05	12.25	12.25	(22.05)	100.00
101-751-740.000	Operating Supplies	500.00	0.00	0.00	0.00	0.00	500.00	0.00
101-751-920.000	Public Utilities	300.00	102.62	102.62	0.00	0.00	197.38	34.21
101-751-930.000	Repair & Maintenance	800.00	0.00	0.00	0.00	0.00	800.00	0.00
Total Dept 751 - PARKS & RECREATION		6,095.00	746.34	746.34	450.92	450.92	5,348.66	12.25

GL NUMBER	DESCRIPTION	2019 AMENDED BUDGET	YTD BALANCE 06/30/2019		ACTIVITY FOR MONTH 06/30/2019		AVAILABLE BALANCE		% BDGT USED
			NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)		
Fund 101 - GENERAL OPERATING FUND:									
TOTAL EXPENDITURES									
Fund 101 - GENERAL OPERATING FUND:									
TOTAL REVENUES									
TOTAL EXPENDITURES									
NET OF REVENUES & EXPENDITURES									
Fund 203 - PERRY STREET CORRIDOR SIDEWALK									
Revenues									
Dept 000 - GENERAL									
203-000-665.000 SPECIAL ASSESSMENT INTEREST									
203-000-672.000 Special Assessment									
Total Dept 000 - GENERAL									
TOTAL REVENUES									
Expenditures									
Dept 444 - SIDEWALKS									
203-444-991.050 LOAN PAYMENT (to revolving loan fund)									
203-444-996.050 INTEREST (to revolving loan fund)									
Total Dept 444 - SIDEWALKS									
TOTAL EXPENDITURES									
Fund 203 - PERRY STREET CORRIDOR SIDEWALK:									
TOTAL REVENUES									
TOTAL EXPENDITURES									
NET OF REVENUES & EXPENDITURES									
Fund 204 - MUNICIPAL STREET FUND									
Revenues									
Dept 000 - GENERAL									
204-000-405.000 B.R.T. Road Millage									
Total Dept 000 - GENERAL									
TOTAL REVENUES									
Expenditures									
Dept 446 - HIGHWAYS & STREETS									

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	06/30/2019	NORMAL (ABNORMAL)	06/30/2019	MONTH 06/30/2019	BALANCE	% BDGT	USED
						INCREASE (DECREASE)			
Total Dept 446 - HIGHWAYS & STREETS									
	Contractual Services	215,000.00	0.00			0.00		215,000.00	0.00
		215,000.00	0.00			0.00		215,000.00	0.00
TOTAL EXPENDITURES									
		215,000.00	0.00			0.00		215,000.00	0.00
Fund 204 - MUNICIPAL STREET FUND:									
	TOTAL REVENUES	215,000.00	203,168.19			0.00		11,831.81	94.50
	TOTAL EXPENDITURES	215,000.00	0.00			0.00		215,000.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	203,168.19			0.00		(203,168.19)	100.00
Fund 206 - FIRE FUND									
Revenues									
Dept 000 - GENERAL									
	206-000-403.000	215,000.00	159,711.95			0.00		55,288.05	74.28
	206-000-411.000	0.00	43,456.24			0.00		(43,456.24)	100.00
	206-000-582.000	15,000.00	1,340.00			0.00		13,660.00	8.93
	206-000-664.000	500.00	1,643.21			0.00		(1,143.21)	328.64
	206-000-699.000	100,000.00	0.00			0.00		100,000.00	0.00
	206-000-699.100	90,000.00	0.00			0.00		90,000.00	0.00
	Total Dept 000 - GENERAL	420,500.00	206,151.40			0.00		214,348.60	49.03
TOTAL REVENUES									
		420,500.00	206,151.40			0.00		214,348.60	49.03
Expenditures									
Dept 336 - FIRE DEPARTMENT									
	206-336-702.000	48,000.00	20,002.66			3,999.93		27,997.34	41.67
	206-336-702.025	1,200.00	477.00			96.00		723.00	39.75
	206-336-702.030	3,000.00	900.00			0.00		2,100.00	30.00
	206-336-702.050	20,000.00	8,333.82			1,666.40		11,666.18	41.67
	206-336-702.080	12,500.00	5,275.74			1,032.04		7,224.26	42.21
	206-336-702.085	10,000.00	4,137.85			837.45		5,862.15	41.38
	206-336-702.200	500.00	367.51			0.00		132.49	73.50
	206-336-710.000	1,375.00	572.67			110.66		802.33	41.65
	206-336-715.000	5,875.00	2,448.67			473.20		3,426.33	41.68
	206-336-715.015	0.00	51.45			0.00		(51.45)	100.00
	206-336-727.000	1,500.00	368.40			143.00		1,131.60	24.56
	206-336-740.000	15,500.00	10,187.35			3,412.52		5,312.65	65.72
	206-336-801.000	0.00	370.00			0.00		(370.00)	100.00
	206-336-850.000	2,750.00	946.15			0.00		1,803.85	34.41
	206-336-860.000	100.00	294.18			0.00		(194.18)	294.18
	206-336-880.000	1,000.00	0.00			0.00		1,000.00	0.00
	206-336-900.000	100.00	0.00			0.00		100.00	0.00

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	06/30/2019	NORMAL (ABNORMAL)	06/30/2019	MONTH 06/30/2019	NORMAL (ABNORMAL)	BALANCE	% BDGT
Dept 000 - GENERAL									
246-000-663.000	Received from Sidewalk Fund	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.00	0.00
246-000-664.000	Int. & Div. on Earnings	4,000.00	0.00	0.00	0.00	0.00	4,000.00	0.00	0.00
Total Dept 000 - GENERAL		54,000.00	0.00	0.00	0.00	0.00	54,000.00	0.00	0.00
TOTAL REVENUES									
		54,000.00	0.00	0.00	0.00	0.00	54,000.00	0.00	0.00
Expenditures									
Dept 000 - GENERAL									
246-000-996.100	Interest Payment	4,000.00	0.00	0.00	0.00	0.00	4,000.00	0.00	0.00
246-000-999.000	Trans to other fund	50,000.00	0.00	0.00	0.00	0.00	50,000.00	0.00	0.00
Total Dept 000 - GENERAL		54,000.00	0.00	0.00	0.00	0.00	54,000.00	0.00	0.00
TOTAL EXPENDITURES									
		54,000.00	0.00	0.00	0.00	0.00	54,000.00	0.00	0.00
Fund 246 - TOWNSHIP IMPROV REV. FUND:									
TOTAL REVENUES									
		54,000.00	0.00	0.00	0.00	0.00	54,000.00	0.00	0.00
TOTAL EXPENDITURES									
		54,000.00	0.00	0.00	0.00	0.00	54,000.00	0.00	0.00
NET OF REVENUES & EXPENDITURES									
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fund 249 - BUILDING INSPECTION FUND									
Revenues									
Dept 000 - GENERAL									
249-000-608.000	Ch. for Serv.Fees/Bldg.Permits	60,375.00	15,119.00	0.00	0.00	0.00	45,256.00	25.04	25.04
249-000-664.000	Int. & Div. on Earnings	50.00	0.00	0.00	0.00	0.00	50.00	0.00	0.00
249-000-676.000	Reimbursements	0.00	339.37	0.00	0.00	0.00	(339.37)	100.00	100.00
Total Dept 000 - GENERAL		60,425.00	15,458.37	0.00	0.00	0.00	44,966.63	25.58	25.58
TOTAL REVENUES									
		60,425.00	15,458.37	0.00	0.00	0.00	44,966.63	25.58	25.58
Expenditures									
Dept 371 - BUILDING INSPECTION DEPARTMENT									
249-371-702.000	Salary & Wages	10,000.00	4,432.16	1,340.82	5,567.84	44.32	6,854.01	41.67	41.67
249-371-702.020	Salary & Wages Clerical Help	11,750.00	4,895.99	979.19	6,854.01	41.67	4,523.50	25.84	25.84
249-371-703.000	Salary & Wages Electrical Insp	6,100.00	1,576.50	110.60	5,484.30	36.23	3,350.00	25.56	25.56
249-371-704.000	Salary & Wages Plbg-Mech Insp	8,600.00	3,115.70	581.60	3,750.00	36.97	1,413.90	45.20	45.20
249-371-705.000	SAL & WAGES SITE PLAN REVIEW	4,500.00	1,150.00	400.00	375.03	36.97	1,599.45	37.03	37.03
249-371-710.000	Twp. Share Medicare Withholding	595.00	219.97	49.47	934.55	42.31			
249-371-714.000	Health Insurance	2,580.00	1,166.10	0.00	1,413.90	45.20			
249-371-715.000	Twp. Share Soc. Sec. Withholdg	2,540.00	940.55	211.55	1,599.45	37.03			
249-371-715.015	Retirement	1,620.00	685.45	137.09	934.55	42.31			

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	06/30/2019	NORMAL (ABNORMAL)	06/30/2019	INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE	% BDGT USED
249-371-720.000	Medical Reimbursement	400.00	179.75			0.00	220.25	44.94	
249-371-727.000	Office Supplies	200.00	127.31			0.00	72.69	63.66	
249-371-740.000	Operating Supplies	200.00	0.00			0.00	200.00	0.00	
249-371-801.000	Professional Services	500.00	0.00			0.00	500.00	0.00	
249-371-850.100	Cell Phone	540.00	75.00			15.00	465.00	13.89	
249-371-860.000	Transportation	2,000.00	632.20			165.88	1,367.80	31.61	
249-371-900.000	Printing & Publishing	150.00	0.00			0.00	150.00	0.00	
249-371-940.000	Rent & Expenses	7,200.00	0.00			0.00	7,200.00	0.00	
249-371-958.000	Membership & Dues	200.00	62.50			0.00	137.50	31.25	
249-371-960.000	Education	750.00	317.99			190.49	432.01	42.40	
Total Dept 371 - BUILDING INSPECTION DEPARTMENT		60,425.00	19,577.17			4,181.69	40,847.83	32.40	
TOTAL EXPENDITURES		60,425.00	19,577.17			4,181.69	40,847.83	32.40	

Fund 249 - BUILDING INSPECTION FUND:

TOTAL REVENUES	60,425.00	15,458.37	0.00	44,966.63	25.58
TOTAL EXPENDITURES	60,425.00	19,577.17	4,181.69	40,847.83	32.40
NET OF REVENUES & EXPENDITURES	0.00	(4,118.80)	(4,181.69)	4,118.80	100.00

Fund 271 - LIBRARY FUND

Revenues					
Dept 000 - GENERAL					
271-000-402.000	Current Real Property Tax	28,900.00	27,080.52	1,819.48	93.70
Total Dept 000 - GENERAL		28,900.00	27,080.52	1,819.48	93.70
TOTAL REVENUES		28,900.00	27,080.52	1,819.48	93.70

Expenditures					
Dept 000 - GENERAL					
271-000-991.010	CONTRACT PAYMENT BIG RAPIDS PUBLIC LIBRA	26,588.00	0.00	26,588.00	0.00
271-000-991.020	CONTRACT PAYMENT WALTON ERICKSON LIBRAR	2,312.00	0.00	2,312.00	0.00
Total Dept 000 - GENERAL		28,900.00	0.00	28,900.00	0.00

Dept 790 - LIBRARY					
271-790-991.010	Contract Payment BIG RAPIDS PUB LIB	0.00	26,767.57	(26,767.57)	100.00
271-790-991.020	CONTRACT PAYMENT WALTON ERICKSON LIB	0.00	2,327.62	(2,327.62)	100.00
Total Dept 790 - LIBRARY		0.00	29,095.19	(29,095.19)	100.00

TOTAL EXPENDITURES

	28,900.00	29,095.19	0.00	(195.19)	100.68
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Fund 271 - LIBRARY FUND:

TOTAL REVENUES	28,900.00	27,080.52	0.00	1,819.48	93.70
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GL NUMBER	DESCRIPTION	2019 AMENDED BUDGET	YTD BALANCE 06/30/2019		ACTIVITY FOR MONTH 06/30/2019		AVAILABLE	
			NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	BALANCE

TOTAL EXPENDITURES		28,900.00	29,095.19	(195.19)	0.00	0.00	(195.19)	100.68
NET OF REVENUES & EXPENDITURES		0.00	(2,014.67)		0.00		2,014.67	100.00

Fund 401 - CEMETERY ENTRANCE BUILDING

Revenues								
Dept 000 - GENERAL		0.00	4,200.00	(4,200.00)	0.00	0.00	(4,200.00)	100.00
401-000-674.000	CONTRIBUTIONS AND DONATIONS	0.00	4,200.00	(4,200.00)	0.00	0.00	(4,200.00)	100.00
Total Dept 000 - GENERAL		0.00	4,200.00	(4,200.00)	0.00	0.00	(4,200.00)	100.00
TOTAL REVENUES		0.00	4,200.00	(4,200.00)	0.00	0.00	(4,200.00)	100.00

Expenditures								
Dept 567 - CEMETERY		0.00	335.80	(335.80)	250.00	250.00	(335.80)	100.00
401-567-880.000	Community Promotion	0.00	335.80	(335.80)	250.00	250.00	(335.80)	100.00
Total Dept 567 - CEMETERY		0.00	335.80	(335.80)	250.00	250.00	(335.80)	100.00
TOTAL EXPENDITURES		0.00	335.80	(335.80)	250.00	250.00	(335.80)	100.00

Fund 401 - CEMETERY ENTRANCE BUILDING:

TOTAL REVENUES		0.00	4,200.00	(4,200.00)	0.00	0.00	(4,200.00)	100.00
TOTAL EXPENDITURES		0.00	335.80	(335.80)	250.00	250.00	(335.80)	100.00
NET OF REVENUES & EXPENDITURES		0.00	3,864.20		(250.00)		(3,864.20)	100.00

Fund 590 - SEWER FUND

Revenues								
Dept 000 - GENERAL		30,000.00	4,158.00	25,842.00	0.00	0.00	25,842.00	13.86
590-000-539.010	SAW GRANT	15,000.00	2,500.00	12,500.00	0.00	0.00	12,500.00	16.67
590-000-625.000	TAP IN FEES	595,000.00	198,137.03	396,862.97	0.00	0.00	396,862.97	33.30
590-000-626.000	Charg. for Serv. (utilities)	5,000.00	4,851.12	148.88	0.00	0.00	148.88	97.02
590-000-627.000	Penalty on Delinquent Utility Bills	3,000.00	5,164.40	(2,164.40)	0.00	0.00	(2,164.40)	172.15
590-000-664.000	Int. & Div. on Earnings	0.00	5,160.23	(5,160.23)	0.00	0.00	(5,160.23)	100.00
590-000-676.000	Reimbursements	648,000.00	219,970.78	428,029.22	0.00	0.00	428,029.22	33.95
Total Dept 000 - GENERAL		648,000.00	219,970.78	428,029.22	0.00	0.00	428,029.22	33.95
TOTAL REVENUES		648,000.00	219,970.78	428,029.22	0.00	0.00	428,029.22	33.95

Expenditures								
Dept 521 - SEWER FUND		8,000.00	3,333.35	4,666.65	666.67	666.67	4,666.65	41.67
590-521-702.000	Salary & Wages	500.00	306.26	193.74	0.00	0.00	193.74	61.25
590-521-702.200	Salary & Wages Snowplowing							

GL NUMBER	DESCRIPTION	2019		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		AMENDED BUDGET	06/30/2019	NORMAL (ABNORMAL)	06/30/2019	MONTH 06/30/2019	NORMAL (ABNORMAL)	BALANCE	% BDGT
590-521-710.000	Twp. Share Medicare Withholding	125.00	52.79			9.67	72.21	42.23	
590-521-714.000	Health Insurance	1,775.00	770.69			0.00	1,004.31	43.42	
590-521-715.000	Twp. Share Soc. Sec. Withholdg	530.00	225.65			41.33	304.35	42.58	
590-521-715.015	Retirement	1,320.00	592.88			110.00	727.12	44.92	
590-521-720.000	Medical Reimbursement	310.00	0.00			0.00	310.00	0.00	
590-521-727.000	Office Supplies	800.00	254.06			0.00	545.94	31.76	
590-521-740.000	Operating Supplies	1,200.00	294.89			0.00	905.11	24.57	
590-521-775.000	Repair & Maintenance Supplies	1,000.00	0.00			0.00	1,000.00	0.00	
590-521-801.000	Professional Services	15,000.00	18,854.11			12,173.50	(3,854.11)	125.69	
590-521-801.050	Miss Diggs	4,000.00	210.00			0.00	3,790.00	5.25	
590-521-804.000	Contract Payment to City B.R.	332,000.00	114,134.49			0.00	217,865.51	34.38	
590-521-805.000	Contractual Services	30,000.00	7,626.68			1,906.67	22,373.32	25.42	
590-521-805.100	Extra Contractual Services	20,000.00	2,929.00			408.00	17,071.00	14.65	
590-521-836.000	Refunds	575.00	0.00			0.00	575.00	0.00	
590-521-900.000	Printing & Publishing	100.00	0.00			0.00	100.00	0.00	
590-521-920.000	Public Utilities	32,000.00	10,949.67			1,413.06	21,050.33	34.22	
590-521-930.000	Repair & Maintenance	26,000.00	102.79			0.00	25,897.21	0.40	
590-521-933.000	Snowplowing	600.00	0.00			0.00	600.00	0.00	
590-521-935.000	Bldg. & Grounds Repair & Maintenance	350.00	0.00			0.00	350.00	0.00	
590-521-958.000	Membership & Dues	340.00	0.00			0.00	340.00	0.00	
590-521-960.000	Education	500.00	0.00			0.00	500.00	0.00	
590-521-965.000	Insurance & Bonds	2,400.00	2,046.66			0.00	353.34	85.28	
590-521-967.001	SAW GRANT	30,000.00	18,476.00			5,130.00	11,524.00	61.59	
590-521-968.000	Depreciation	79,000.00	0.00			0.00	79,000.00	0.00	
590-521-975.000	Capital Outlay under \$10,000	4,000.00	0.00			0.00	4,000.00	0.00	
590-521-978.000	Capital Outlay \$10,000 and above	40,000.00	29,672.00			0.00	10,328.00	74.18	
Total Dept 521 - SEWER FUND		632,425.00	210,831.97			21,858.90	421,593.03	33.34	
TOTAL EXPENDITURES		632,425.00	210,831.97			21,858.90	421,593.03	33.34	
Fund 590 - SEWER FUND:									
TOTAL REVENUES		648,000.00	219,970.78			0.00	428,029.22	33.95	
TOTAL EXPENDITURES		632,425.00	210,831.97			21,858.90	421,593.03	33.34	
NET OF REVENUES & EXPENDITURES		15,575.00	9,138.81			(21,858.90)	6,436.19	58.68	
Fund 591 - WATER FUND									
Revenues									
Dept 000 - GENERAL		1,600.00	347.85			0.00	1,252.15	21.74	
591-000-626.000	Charg. for Serv. (utilities)	1,600.00	347.85			0.00	1,252.15	21.74	
Total Dept 000 - GENERAL		1,600.00	347.85			0.00	1,252.15	21.74	
TOTAL REVENUES		1,600.00	347.85			0.00	1,252.15	21.74	

GL NUMBER	DESCRIPTION	2019		YTD BALANCE 06/30/2019	ACTIVITY FOR MONTH 06/30/2019	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)			BALANCE	NORMAL (ABNORMAL)	
Expenditures								
Dept 536 - WATER								
591-536-702.200	Salary & Wages Snowplowing	200.00		306.26	0.00	(106.26)		153.13
591-536-710.000	Twp. Share Medicare Withholding	5.00		4.45	0.00	0.55		89.00
591-536-715.000	Twp. Share Soc. Sec. Withholding	15.00		18.98	0.00	(3.98)		126.53
591-536-715.015	Retirement	0.00		42.87	0.00	(42.87)		100.00
591-536-740.000	Operating Supplies	1,500.00		133.45	0.00	1,366.55		8.90
591-536-775.000	Repair & Maintenance Supplies	200.00		0.00	0.00	200.00		0.00
591-536-801.000	Professional Services	300.00		0.00	0.00	300.00		0.00
591-536-805.000	Contractual Services	12,500.00		4,541.67	708.33	7,958.33		36.33
591-536-920.000	Public Utilities	7,200.00		3,285.44	415.81	3,914.56		45.63
591-536-930.000	Repair & Maintenance	2,000.00		61.87	0.00	1,938.13		3.09
591-536-968.000	Depreciation	4,200.00		0.00	0.00	4,200.00		0.00
	Total Dept 536 - WATER	28,120.00		8,394.99	1,124.14	19,725.01		29.85
TOTAL EXPENDITURES		28,120.00		8,394.99	1,124.14	19,725.01		29.85
Fund 591 - WATER FUND:								
TOTAL REVENUES		1,600.00		347.85	0.00	1,252.15		21.74
TOTAL EXPENDITURES		28,120.00		8,394.99	1,124.14	19,725.01		29.85
NET OF REVENUES & EXPENDITURES		(26,520.00)		(8,047.14)	(1,124.14)	(18,472.86)		30.34
Fund 594 - 2013 Debt Refunding/Debit Retirement								
Revenues								
Dept 000 - GENERAL								
594-000-664.000	Int. & Div. on Earnings	0.00		36.45	0.00	(36.45)		100.00
594-000-672.000	Special Assessment	53,380.00		52,698.58	0.00	681.42		98.72
	Total Dept 000 - GENERAL	53,380.00		52,735.03	0.00	644.97		98.79
TOTAL REVENUES		53,380.00		52,735.03	0.00	644.97		98.79
Expenditures								
Dept 909 - 2013 DEBT FUNDING/DEBT RETIREMENT								
594-909-801.000	Professional Services	350.00		0.00	0.00	350.00		0.00
594-909-992.000	Bond Principal Payment	45,000.00		45,000.00	45,000.00	0.00		100.00
594-909-996.000	Bond Interest Payment	8,030.00		3,060.75	4,013.50	4,969.25		38.12
	Total Dept 909 - 2013 DEBT FUNDING/DEBT RETIREMENT	53,380.00		48,060.75	49,013.50	5,319.25		90.04
TOTAL EXPENDITURES		53,380.00		48,060.75	49,013.50	5,319.25		90.04
Fund 594 - 2013 Debt Refunding/Debit Retirement :								

GL NUMBER	DESCRIPTION	2019 AMENDED BUDGET	YTD BALANCE 06/30/2019		ACTIVITY FOR MONTH 06/30/2019		AVAILABLE BALANCE		% BDGT USED
			NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	INCREASE (DECREASE)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	
711-000-664.000	Int. & Div. on Earnings	900.00	493.90	493.90	0.00	0.00	406.10	406.10	54.88
Total Dept 000 - GENERAL		900.00	493.90	493.90	0.00	0.00	406.10	406.10	54.88
TOTAL REVENUES									
Fund 711 - HIGHLAND VIEW CEMETERY:									
TOTAL REVENUES									
TOTAL EXPENDITURES									
NET OF REVENUES & EXPENDITURES									
TOTAL REVENUES - ALL FUNDS									
TOTAL EXPENDITURES - ALL FUNDS									
NET OF REVENUES & EXPENDITURES									

2,497,005.00	1,054,517.76	0.00	1,442,487.24	42.23
2,348,665.00	627,004.93	124,037.39	1,721,660.07	26.70
148,340.00	427,512.83	(124,037.39)	(279,172.83)	288.20

05/31/2019 11:31 AM
 User: RENE
 DB: Big Rapids Twp

CHECK REGISTER FOR BIG RAPIDS TOWNSHIP
 CHECK DATE FROM 05/08/2019 - 06/04/2019

Item "D"

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank GEN GENERAL TOWNSHIP CHECKING					
05/29/2019	GEN	1167	MASON	BRENT MASON	123.90
05/16/2019	GEN	31576	CHA01	CHARTER COMMUNICATIONS	606.95
05/16/2019	GEN	31577	CIT02	BIG RAPIDS CITY TREASURER	31,424.55
05/16/2019	GEN	31578	CON00	CONSUMERS ENERGY	708.24
05/16/2019	GEN	31579	DTE00	DTE ENERGY	590.03
05/16/2019	GEN	31580	GRANGER	GRANGER	245.95
05/16/2019	GEN	31581	HOPE	HOPE NETWORK WEST MICHIGAN	126.00
05/16/2019	GEN	31582	PIO00	THE PIONEER GROUP	250.10
05/16/2019	GEN	31583	PRIORITY H	PRIORITY HEALTH	1,959.69
06/04/2019	GEN	31584	ACC00	ACCIDENT FUND COMPANY	1,255.30
06/04/2019	GEN	31585	BIG01	BIG RAPIDS TWP SEWER REC. FUND	61.20
06/04/2019	GEN	31586	BS&00	BS&A SOFTWARE	3,648.33
06/04/2019	GEN	31587	CIT02	BIG RAPIDS CITY TREASURER	250.00
06/04/2019	GEN	31588	CON00	CONSUMERS ENERGY	2,457.34
06/04/2019	GEN	31589	CUR00	CURRIE'S AMOCO	24.50
06/04/2019	GEN	31590	DIETRICH	GEORGE DIETRICH	371.37
06/04/2019	GEN	31591	DINGES	DINGES FIRE COMPANY	427.85
06/04/2019	GEN	31592	FIR00	FIRST NATIONAL BANK	3,917.90
06/04/2019	GEN	31593	GRE02	GREAT LAKES ENERGY	19.96
06/04/2019	GEN	31594	KEVIN C	KEVIN CUSHWAY	708.33
06/04/2019	GEN	31595	MCKESSON	MCKESSON MEDICAL SURGICAL	306.48
06/04/2019	GEN	31596	MEC01	MECOSTA COUNTY ROAD COMMISSION	269.04
06/04/2019	GEN	31597	MEN00	MENARDS	82.21
06/04/2019	GEN	31598	MTA00	MICHIGAN TOWNSHIP ASSOCIATION	3,001.50
06/04/2019	GEN	31599	NEW00	NEW HORIZON LANDSCAPE	40.44
06/04/2019	GEN	31600	NORTHWEST	NORTHWEST KENT MECHANICAL CO.	2,314.67
06/04/2019	GEN	31601	PRO00	PROGRESSIVE AE	14,803.50
06/04/2019	GEN	31602	SBS00	SMALL BUSINESS ADMIN SERVICES LLC	52.50
06/04/2019	GEN	31603	SIG00	SIEGFRIED CRANDALL, PC	500.00
06/04/2019	GEN	31604	STAP0	STAPLES	143.00
06/04/2019	GEN	31605	USATRailer	USA TRAILERS LLC OF EDMORE	2,139.00
06/04/2019	GEN	31606	WES01	WEST SHORE FIRE, INC.	178.45
06/04/2019	GEN	31607	WIT02	WITMER PUBLIC SAFETY GROUP	216.98
06/04/2019	GEN	31608	XEROX	XEROX FINANCIAL SERVICES	352.06
06/04/2019	GEN	31609	CIT00	CITY OF BIG RAPIDS	35.08
06/04/2019	GEN	31610	RYA00	RYAN'S MODERN SEWER CLEANING	2,500.00
06/03/2019	GEN	9930063 (E)	CHE00	CHEMICAL BANK CENTRAL	5,961.60
06/03/2019	GEN	9930064 (E)	JHI00	JOHN HANCOCK LIFE INSURANCE COMPANY	2,637.40
06/03/2019	GEN	9930065 (E)	STA00	STATE OF MICHIGAN	847.98
06/03/2019	GEN	9930066 (E)	VOYA	VOYA FINANCIAL	4,055.69

GEN TOTALS:

Total of 40 Checks:	89,615.07
Less 0 Void Checks:	0.00
Total of 40 Disbursements:	89,615.07

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount
06/01/2019	GEN	11655	MASON, BRENT	3,740.00	3,128.32
06/01/2019	GEN	11656	STANEK, WILLIAM F	2,650.00	643.15
06/01/2019	GEN	11657	ECKERT, JAN	204.35	204.35
06/01/2019	GEN	11658	SCHUMACHER, RACHEL L	204.35	204.35
06/01/2019	GEN	11659	GILBERT, MCKENZIE	204.35	204.35
06/01/2019	GEN	11660	DOUGLASS, PERRY IV A	843.45	650.40
06/01/2019	GEN	11661	AMBLER, ALLEN S	140.76	122.60
06/01/2019	GEN	11662	TUBBS, JAMES	1,038.04	948.25
06/01/2019	GEN	11663	PEREZ, ADAM	101.60	88.49
06/01/2019	GEN	11664	WILLIAMS, TRAVIS A	496.54	437.45
06/01/2019	GEN	11665	JOHNSON, CARMELITA S.	105.57	80.49
06/01/2019	GEN	11666	CHAPMAN, JAMES M	58.65	51.67
06/01/2019	GEN	11667	BIRD, RANDY	226.66	199.68
06/01/2019	GEN	11668	SUGGATE, ALAYNA	617.36	484.78
06/01/2019	GEN	11669	LOWNEY, AUSTIN M	113.33	99.84
06/01/2019	GEN	11670	PRANGER, RYAN E	485.96	369.53
06/01/2019	GEN	11671	WINDER-RUDD, DOMINIC D	308.77	272.02
06/01/2019	GEN	11672	WYMA, NICHOLAS A	374.12	329.61
06/01/2019	GEN	11673	JONES, JERRAD C	623.32	518.48
06/01/2019	GEN	11674	HANEY, PAUL J	11.73	0.74
06/01/2019	GEN	11675	SPRIK, HANNAH M	836.78	685.19
06/01/2019	GEN	11676	KRAUSENECK, SHANE C	409.04	351.13
06/01/2019	GEN	11677	FITZGERALD, LINDSAY P	105.57	93.01
06/01/2019	GEN	11678	THATCHER, SHANE W	503.94	420.20
06/01/2019	GEN	11679	BUYS, RANDALL J	117.30	108.32
06/01/2019	GEN	11680	HAWLEY, CRYSTAL A	113.33	103.52
06/01/2019	GEN	11681	GILBERT, SHERRI S	252.00	252.00
06/01/2019	GEN	11682	FOUNTAIN, RENE M	3,416.67	2,570.95
06/01/2019	GEN	11683	DIETRICH, GEORGE	1,740.82	1,529.08
06/01/2019	GEN	11684	ANTOR, GERALD A	581.60	537.10
06/01/2019	GEN	11685	CALIFF, MICHAEL H	110.60	97.45
06/01/2019	GEN	11686	CURRIE, PENNY M	3,266.67	899.45
06/01/2019	GEN	11687	WINGET, SCOTT A	1,607.50	1,388.28
06/01/2019	GEN	11688	MANEKE, BRANDON K	3,666.26	2,721.37
06/01/2019	GEN	11689	OLIVER, GORDON	41.20	36.29
06/01/2019	GEN	11690	DAVIS, MARY B	41.20	38.05
06/01/2019	GEN	11691	COOK, ZACHARY F	41.20	38.05
06/01/2019	GEN	11692	WETHINGTON, AMANDA R	41.20	36.29
06/01/2019	GEN	11693	HAMPSON, ROBERT J	82.40	76.10
06/01/2019	GEN	11694	GEIB, ANTHONY C	145.83	128.48
06/01/2019	GEN	11695	EVERETT, JERALD D	145.83	128.48

Check Date	Bank	Check Number	Name	Check Gross	Physical Check Amount
06/01/2019	GEN	11696	MERENDINO, CHRISTOPHER B	145.83	128.48
06/01/2019	GEN	STUB17	BEAN, CARMEN	145.83	0.00
Totals:			Number of Checks: 043	30,107.51	21,405.82
Total Physical Checks:			42		
Total Check Stubs:			1		

Building & Zoning Department Report to the Board of Trustees:

For the month ending May 31, 2019

The Building and Zoning Department issued 6 building permits for the month of May. Revenue for the month was \$ 5,309.00 in permit fees and \$ 75.00 for zoning clearances. The total revenue for the department was \$ 5,384.00 (see attached). Year to date revenue is \$16,604.50 with \$ 550.00 being Zoning fees.

The Planning Commission held their regular meeting on May 14, 2019. A Public Hearing was held for the 2020-2025 Capital Improvement Plan. There was no public attendance at this hearing and the Planning Commission accepted and approved the plan as presented. The 2020-2025 CIP is included in your packet this month.

Property at 23201 Woodward was issued a notice of violation for the Junk ordinance and clean-up was successfully completed. The Warren/Fowler property at 22420 Woodward Avenue was remediated again during the month of May. I visited the property several times and met with Joseph S.O. Fowler, one of the owners. The property was cleaned up well, but an apparent issue with the weight of the trash bags caused Sam's Disposal to refuse pick-up. I am still waiting for this issue to be resolved.

I will be working on several problem properties located on 15 Mile Road between Millpond and 180th in the coming month.

Sincerely,

Brent R. Mason
Zoning Administrator,
Building and Zoning Department

Monthly Permit List

05/30/2019

Building

Permit #	Contractor	Job Address	Fee Total	Const. Value
PB19-0008	PELLERITO RYAN & KARA	18685 GARFIELD ROAD	\$545.00	\$80,000
Work Description: 50' x 80' pole storage building.				
PB19-0009	MCCOURT KENNETH E REV T	19188 FOX GLOVE CIRCLE	\$895.00	\$164,160
Work Description: New Construction 1632 sq.ft. single family dwelling with attached garage, porch, deck and full basement.				
PB19-0010	BAILEY HARVEY & SUSAN	21187 MADISON AVE	\$198.00	\$4,500
Work Description: 14' x 16' shed (224 sq.ft.)				
PB19-0011	HILLCREST/OAKWOOD PROP	19700 14 MILE ROAD Office	\$267.00	\$8,000
Work Description: New Monument Sign to replace existng sign.				
PB19-0012	MATZEN NICKOLAS JOHN & H	12365 235TH AVE	\$683.00	\$111,000
Work Description: New 30' x 60' Single family dwelling with 10' x 60' covered porches on the front and back.				
PB19-0013	MEIJER INC	15400 WALDRON WAY	\$110.00	\$0
Work Description: Temporary 30' x 60' tent for Firework sales from June 23 to July 5, 2019.				

Total Permits For Type: 6
Total Fees For Type: \$2,698.00
Total Const. Value For Type: \$367,660

Electrical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PE19-0015	BB BIG RAPIDS REALTY LLC	14061 NORTHLAND DR	\$81.00	\$0
Work Description: 25 light fixtures replace with LED in garage, 1 inspection.				
PE19-0016	MATZEN NICKOLAS JOHN & H	12365 235TH AVE	\$264.00	\$0
Work Description: 200 amp service, 12 breakers, 25 light fixtures, 1 furnace conn. 4 - 220v outlets, 3 inspections.				
PE19-0017	KAILING TERRY E & AMY J	22330 14 MILE RD	\$85.00	\$0
Work Description: 100 amp temporary service.				
PE19-0018	SINGH, BALKAR	19123 FOX GLOVE CIR	\$91.00	\$0
Work Description: Generator service & inspection.				

Total Permits For Type: 4
Total Fees For Type: \$521.00
Total Const. Value For Type: \$0

Mechanical

Permit #	Contractor	Job Address	Fee Total	Const. Value
PM19-0016	ALDRICH ROBERT L & LYDEN	14895 205TH AVE	\$80.00	\$0
Work Description: Gas line for new generator.				
PM19-0017	YESMUNT, NORMAN & JANET	19115 FOX GLOVE CIR	\$140.00	\$0
Work Description: Gas burning furnace, water heater, Air conditioning, 1 inspection.				
PM19-0018	EVERIN, PAUL J. ET UX	14355 205TH AVE	\$80.00	\$0
Work Description: Water heater, 1 inspection.				
PM19-0019	BAILEY CHARLES	17800 230TH AVENUE	\$100.00	\$0
Work Description: Underground Propane tank, 1 inspection.				
PM19-0020	MATZEN NICKOLAS JOHN & H	12365 235TH AVE	\$180.00	\$0
Work Description: Residential heating system, gas piping, 2 exhaust fans, 2 inspections.				
PM19-0021	HARVEY JEFFERY L & MICHEL	22566 13 MILE RD	\$110.00	\$0
Work Description: Gas burning furnace, gas piping, 1 inspection.				
PM19-0022	GINGRICH MARGARET S.	20480 ARTHUR RD	\$120.00	\$0
Work Description: residential boiler, water heater, 2 gas piping, 1 inspection.				
PM19-0023	ASLAKSON EMILY J	19028 ARROWHEAD LN	\$135.00	\$0
Work Description: Gas burning furnace, air conditioning, 1 inspection.				
PM19-0024	SINGH, BALKAR	19123 FOX GLOVE CIR	\$80.00	\$0
Work Description: Gas piping and inspection for new generator.				
PM19-0025	SWINSON, RICHARD L. & MICH	19395 GOLFVIEW DR	\$80.00	\$0
Work Description: Water Heater & inspection.				
PM19-0026	LEE'S RAPID WASH, INC.	14493 NORTHLAND DR	\$105.00	\$0
Work Description: Gas burning furnace, 1 inspection.				

Total Permits For Type:	11
Total Fees For Type:	\$1,210.00
Total Const. Value For Type:	\$0

Plumbing

Permit #	Contractor	Job Address	Fee Total	Const. Value
PP19-0008	KNAPE JORDAN J & JAIME	12580 230TH AVENUE	\$261.00	\$0
Work Description: New single family dwelling - 18 fixtures, 2 stacks, 1 sewage ejector, 1 water dist. sys. 3 inspections.				
PP19-0009	GERBER BROTHER VENTURES	14330 NORTHLAND DR	\$80.00	\$0
Work Description: Back Flow Preventer.				
PP19-0010	MATZEN NICKOLAS JOHN & H	12365 235TH AVE	\$218.00	\$0

Work Description: 10 fixtures, 1 stack, 1 sewer connection, .75" water dist.sys. 3 inspections.

PP19-0011	CIRCLE DRIVE PARK	12380 185TH AVE LOT 01	\$85.00	\$0
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Work Description: Mobile home water and sewer connections, 1 inspection.

PP19-0012	MCCOURT KENNETH E REV T	19188 FOX GLOVE CIRCLE	\$236.00	\$0
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Work Description: 13 fixtures, 2 stacks, sewer connection, water dist. sys., 3 inspections.

Total Permits For Type:	5
Total Fees For Type:	\$880.00
Total Const. Value For Type:	\$0

Zoning Clearance

Permit #	Contractor	Job Address	Fee Total	Const. Value
PZ19-0008	PELLERITO RYAN & KARA	18685 GARFIELD ROAD	\$25.00	\$0

Work Description: New construction 50' x 80' Pole storage building

PZ19-0009	MCCOURT KENNETH E REV T	19188 FOX GLOVE CIRCLE	\$25.00	\$0
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Work Description: 1632 sq. ft. single family dwelling with full (1632 sf) basement, 884 sq.ft garage and 388 sq. ft. porch and deck.

PZ19-0010	BAILEY HARVEY & SUSAN	21187 MADISON AVE	\$0.00	\$0
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Work Description: 14' x 16' shed (224 sq.ft.)

PZ19-0011	HILLCREST/OAKWOOD PROP	19700 14 MILE ROAD Office	\$0.00	\$0
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Work Description: New Monument sign to replace existing sign.

PZ19-0012	MATZEN NICKOLAS JOHN & H	12365 235TH AVE	\$25.00	\$0
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Work Description: Construction of new 30' x 60' single family dwelling.

PZ19-0013	MEIJER INC	15400 WALDRON WAY	\$0.00	\$0
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Work Description: Temporary Tent for Fireworks Sales.

PZ19-0014	HOLSWORTH AARON JANELL	14722 WIGWAM LN	\$0.00	\$0
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Work Description: Place a pre-built 16' x 28' Garage on property with existing single family dwelling.

Total Permits For Type:	7
Total Fees For Type:	\$75.00
Total Const. Value For Type:	\$0

Report Summary

Population: All Records

Grand Total Fees:	\$5,384.00
Grand Total Permits:	33
Grand Total Const. Value:	\$367,660

Big Rapids Charter Township

Cemetery and Grounds Monthly Report

May 2019

May activity:

- Total of 0 deceased interred to cemetery vault
- Total of 12 burials
 - 4 cremain
 - 8 regular
- Opened Highbanks Park for season
- Received new trailer from USA Trailer Sales of Edmore for quoted price of \$2,099

Month summary:

The month of May was as busy as it always is for the Grounds Department. We had several burials at the cemetery (mostly spring burials from winter storage). The less than ideal weather made operations very difficult at the cemetery. We were able to have the cemetery looking in good shape for Memorial Day. The ceremony at Highlandview for Memorial Day went very well. I estimated a crowd of +/- 100 people.

With the busiest time for the Grounds Dept. behind us, the department can now operate on a typical day-to-day routine, as well as begin smaller side projects.

Before concluding this report, I need to take the opportunity to personally commend Scott Winget for his hard work, and dedication to his job. Scott was willing to work a couple extra hours when asked, and had a high level of productivity to make sure that Highlandview looked perfect for the Memorial Day holiday. I am very appreciative of his work every season, and the township board should be as well

Respectfully submitted,

Brandon Maneke

Grounds Manager

FIRE DEPARTMENT REPORT

JUNE 4, 2019

Item "H"

General:

The department continues to run well. We continue to have a fairly steady call volume and are still averaging better than one call per day. The department received a shipment of steel for the tank on the new DOD truck and we are excited to get started. We also just learned that we will be receiving another UTV from Lakeside Motor Sports this year. We returned the Yamaha Viking earlier this month and at that time, they did not know how many departments would be receiving another one this year. Thankfully we made the cut which we were told was based on the condition of the unit when returned and the miles/hours of use. As a reminder, the only cost to the fire department for the UTV is fuel, insurance and regular maintenance.

Call Volume:

Total calls for the month of May 2019: 32

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

Year to Date Call volume 2018: 166

Year to Date Response Times:

Turnout Time (dispatch to truck en-route): 5 minutes and 6 seconds.

Response Time (dispatch to on scene): 10 minutes and 49 seconds.

Year to Date Call Locations:

BR TWP	134
City of Big Rapids	4
Evart	1
Grant	2
Green	10
Isabella County	1
Mecosta TWP	5
Morley	2
Newaygo County	2
Osceola County	1

Personnel:

Our Junior Firefighter, Grayson Marshall, has turned 18 and graduated from high school. We are happy to be able to add him to the roster as a full member. We received a letter from Big Rapids High School indicating that he had completed all of the requirements to graduate and would be receiving his Diploma. The fire department committee discussed this and due to him already being approved by the board, it was decided to change his status as of June 1 to a full member of the department.

Training:

Training this month consisted of monthly truck checks, joint training with City Fire, Colfax Fire and Chippewa/Martiny Fire, along with a station maintenance session.

Repairs Completed:

Nothing to report.

Station Maintenance:

Nothing to report

Budget/Purchasing over \$2,500.00:

No requests at this time.



Northwest Kent Mechanical Co.

Commercial • Industrial • Institutional

P.O. Box 216K • 4095 16 Mile Road

Cedar Springs, MI 49319

(616) 696-9026 • Fax (616) 696-9327

www.nwkentmech.com

May 30, 2019

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

RE: Monthly Lift Station Report

Dear Bill,

The month of May was a little busier for the lift stations. We worked with Ryan's to clean High school lift station, Menards, Venlo and part of Gilbert. The reason I say part of Gilbert, is they ran out of room in the vactor truck for more solids. We are going to finish it on the 10th of June when the jet the force main down Perry St. I also did some service work on a few of the bubbler system air pumps. I changed out some inline check valves at University, Venlo and Menards. We are also still waiting on an impeller or a pump for Venlo, so we are still running on one pump there.

Otherwise, the lift stations are all functioning properly.

Sincerely,

Todd Shank
Northwest Kent Mechanical Co.

Item "J"

Big Rapids Township Industrial Park Water Treatment Plant Monthly Report

May 2019

All operations are normal at the plant. Maintaining a chlorine residual of about 0.32 MG/L or parts per million. There is more demand for chlorine in warmer weather so there will be more use of the liquid chlorine. Well number 2 working good and providing ample water as necessary. All other electronics working well and Sensaphone has gone off-line more lately because of changes being made by Sensaphone and phone service or updates. They had sent notice awhile back that there would be changes and a cost to update, when I talked to them at that time it was something like 500 dollars but will look into it again at some point. There is about $\frac{3}{4}$ of a tank of diesel fuel for generator. Did some more pruning of Autumn Olive growth around outside of fence to keep growth up to and through the fence at a minimum. Knee healing good from past surgery, will be able to kneel again to get floor and pipe scraping and painting done in the chemical room. Will also need to get some gray industrial oil based paint or some epoxy for painting and to minimize corrosion in rusty areas on floor and pipes in the chemical room. Corresponded with Lincoln Dickinson from the company (Engineered Solutions) that built and services these types of water facilities and he is going to send me some fittings needed to replace a corroded small piece of copper tubing that is slowly corroding and leaking near pressure gauges and sending unit. All other pumps and VFD's and other electronics and valves functioning normally.

Item "K"

Fire Committee Meeting
Big Rapids Township Hall
5-22-19 7:00 pm

Arron Holsworth, Carman Bean, Jim Tubbs and Bill Stanek present.
Tom Crandall absent

Expenditures and the budget were discussed. They had the large expense for the Foam system on Engine 1, other than that everything looks fine. Carman thanked Jim for doing a good job. They are still working on the big truck. They have the material for the tank but have not started on it yet. Arron donated some lights that he had.

Truck are all in working shape, calls have been up a little.

They should have one person to add to the roster in July.

Jim is to get more information on the Assembly inspections that the state is going to require and what training needs to be taken.

Meeting adjourned at 7:30.

Bill Stanek, acting secretary

**MINUTES
BIG RAPIDS CHARTER TOWNSHIP
PLANNING COMMISSION**

Tuesday, May 14, 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, May 14, 2019 at 7:30 p.m.

II. ROLL CALL:

Present: Zach Cook, Mary Davis, Gordon Oliver, Bob Hampson, Carman Bean and Amanda Wethington. Mark Sweppenheiser is absent. The record shows there is a quorum. 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 of the items on the agenda for this meeting. No one indicated that a conflict of interest existed.

IV. MINUTES:

Mrs. Wethington asked the Commission members to review the minutes of the April 9, 2019 regular meeting. Mr. Bean made a motion to approve the April 9, 2019 minutes as submitted. Mr. Oliver supported the motion. There was no further discussion. The motion passed unanimously with six ayes.

V. PUBLIC COMMENT:

There was no public comment.

VI. NEW BUSINESS:

The Public hearing for the 2020 – 2025 Capital Improvement Plan commenced at 7:35 p.m. by the call of Mrs. Wethington. No members of the public were present to make any comment. Mrs. Wethington closed the hearing at 7:35 p.m. Mr. Bean made a motion to accept and approve the 2020 – 2025 Capital Improvement Plan. Mr. Hampson supported that motion. Mrs. Wethington asked the members if there was any further discussion. Hearing none, she called the question. The motion carried unanimously with six ayes.

VII. OTHER BUSINESS:

Mr. Mason presented the members with a copy of the 2020 Draft Master Plan and mentioned the areas of concern that he has highlighted in the draft. He requested to publish a notice of intent to review the Master Land Use Plan and notify the adjoining communities and utilities that provide service to the township. Mr. Bean asked if the Master Plan would be posted on the website. Mr. Mason stated that it would be available on the website. Mr. Mason is hoping that he will receive some interest from the local residents and the airport expansion effort.

Mr. Bean requested that an aerial view with an overlay map be part of the proposed project so people could more easily see where buildings and physical features are located. Mr. Mason mentioned that he is already redesigning the future land use map and there are some changes that should be made to more accurately represent our area. The agricultural designation currently offers the most options for land usage and provides the greatest benefit to the development of the area while still providing for the values that we desire. He reiterated that determining land use area it is a juggling act because those uses can change and move rapidly.

Mr. Bean made a motion to publish the intent to review the Big Rapids Township Master Plan. Mr. Cook seconded the motion. The motion was approved unanimously with six ayes.

Mr. Mason reviewed current legislative information and educational opportunities that are coming to the area. He did remind the members of the training opportunity at The Shack in Jugville next Thursday, put on by the Michigan Township Association. Currently there are four people from the township attending, but the session is still open if any others wish to attend. Mr. Bean asked if the topic of recreational marijuana would be discussed. Mr. Mason answered that he believed that subject was on the agenda.

Mr. Mason mentioned that the State may approve emergency rules providing for recreational marijuana establishments in the next month. It was affirmed that the local jurisdictions do have to opt out of the provision of recreational marijuana establishments if they do not want those facilities in their jurisdiction. The members did discuss that the Board of Trustees would need to make a decision soon so that the Planning Commission could develop language if needed.

VIII. ADJOURNMENT:

Hearing no further business for the Planning Commission, Mrs. Wethington adjourned the meeting at 7:47p.m.

Motion to approve the Planning Commission minutes of May 14, 2019 by: Mr. _____ . Seconded by: Mr. _____. Roll call vote carried with _____ ayes.

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

June 11, 2019
Date Approved

Supervisor's Report May 2019

May was another slow month for me. After the road commission wedged some of our roads the complaints have been cut in half. It has been nice to take some time off.

I have talked with Northwest Kent of the pump at Venlo. We have both parts and a pump on order but there are still out a couple of months. We don't even have a price yet. Venlo will be slow for the next couple of months so that should help.

I have had a couple of meetings looking at the possibility of using material to dilute the grease in the line on Perry Street. Todd is concerned that we have more than grease in the line that plugs it. The cost was also higher than what we are currently paying to have this pumped quarterly, so for now I will drop that idea. The city is coming along fine on replacing the lift station at supervisor's park. Northwest Kent is coordinating with them to install the Mission controller on this. We will probably be operating this lift station within 4-6 weeks.

We have the new e-mail server up and we are still working out some of the bugs, but it will be a big improvement.

This month I was able to cover one burial for Brandon while he was off.

I attended the City, Green Township meeting we have every month. I also attended the MEDC meeting and a couple of city commission meetings. I also attended the Planning commission meeting and fire committee meeting.

I also attended the updated planning and zoning training that MTA offered.

Bill

Item "N"

May 16, 2019

Rene Fountain
Clerk, Big Rapids Charter Township
14212 Northland Drive
Big Rapids, MI 49307

Ms. Fountain,

Please find below for your consideration my bid for the tandem axle trailer advertised by the Township.

\$625.00

Many thanks,



Todd Sajnenkoff
(231) 580-6247

5-23-2019

Jack Adrianse places a bid of \$453.00 for a trailer up for bids from Big Rapids Township.



Jack Adrianse

FOR SALE

The Charter Township of Big Rapids will accept sealed bids for a used 2005 Tandem axle trailer until 10 a.m. May 23, 2019 in the Office of the Township Clerk, 14212 Northland Drive, Big Rapids, MI 49307. Minimum bid of \$400.00. All bids shall be clearly marked "TRAILER BID". The Township reserves the right to accept or reject all or any bids or to waive informalities, and award the bid in any manner deemed to be in the best interest of the Township.

Rene Fountain, Township Clerk

**CHARTER TOWNSHIP OF BIG RAPIDS,
COUNTY OF MECOSTA, STATE OF MICHIGAN**

ORDINANCE NO. 94.00

FIRST READING: JUNE 4, 2019

ADDOPTION: JULY 2, 2019

EFFECTIVE: JULY 22, 2019

**PROHIBITION OF RECREATIONAL MARIHUANA ESTABLISHMENTS
ORDINANCE**

An ordinance to provide a title for the ordinance; to define words; to prohibit marihuana establishments within the boundaries of Big Rapids Charter Township pursuant to Initiated Law 1 of 2018, MCL 333.27951, *et seq.*, as may be amended; to provide penalties for violation of this ordinance; to provide for severability; to repeal all ordinances or parts of ordinances in conflict therewith; and to provide an effective date.

**THE CHARTER TOWNSHIP OF BIG RAPIDS,
MECOSTA COUNTY, MICHIGAN**

ORDAINS:

**SECTION I
TITLE**

This ordinance shall be known as and may be cited as the Big Rapids Charter Township Prohibition of Marihuana Establishments Ordinance.

**SECTION II
DEFINITIONS**

Words used herein shall have the definitions as provided for in Initiated Law 1 of 2018, MCL 333.27951, *et seq.*, as may be amended.

**SECTION III
NO MARIHUANA ESTABLISHMENTS**

Big Rapids Charter Township hereby prohibits all marihuana establishments within the boundaries of the Township pursuant to Initiated Law 1 of 2018, MCL 333.27951, *et seq.*, as may be amended.

**SECTION IV
VIOLATIONS AND PENALTIES**

1. Any person who disobeys neglects or refuses to comply with any provision of this ordinance or who causes allows or consents to any of the same shall be deemed to be responsible

for the violation of this ordinance. A violation of this ordinance is deemed to be a nuisance per se.

2. A violation of this ordinance is a municipal civil infraction, for which the fines shall not be less than \$100 nor more than \$500, in the discretion of the Court. The foregoing sanctions shall be in addition to the rights of the Township to proceed at law or equity with other appropriate and proper remedies. Additionally, the violator shall pay costs which may include all expenses, direct and indirect, which the Township incurs in connection with the municipal civil infraction.

3. Each day during which any violation continues shall be deemed a separate offense.

4. In addition, the Township may seek injunctive relief against persons alleged to be in violation of this ordinance, and such other relief as may be provided by law.

5. This ordinance shall be administered and enforced by the Ordinance Enforcement Officer of the Township or by such other person (s) as designated by the Township Board from time to time.

SECTION V **SEVERABILITY**

The provisions of this ordinance are hereby declared to be severable. If any clause, sentence, word, section or provision is hereafter declared void or unenforceable for any reason by a court of competent jurisdiction, it shall not affect the remainder of such ordinance which shall continue in full force and effect.

SECTION VI **REPEAL**

All ordinance or parts of ordinances in conflict herewith are hereby repealed.

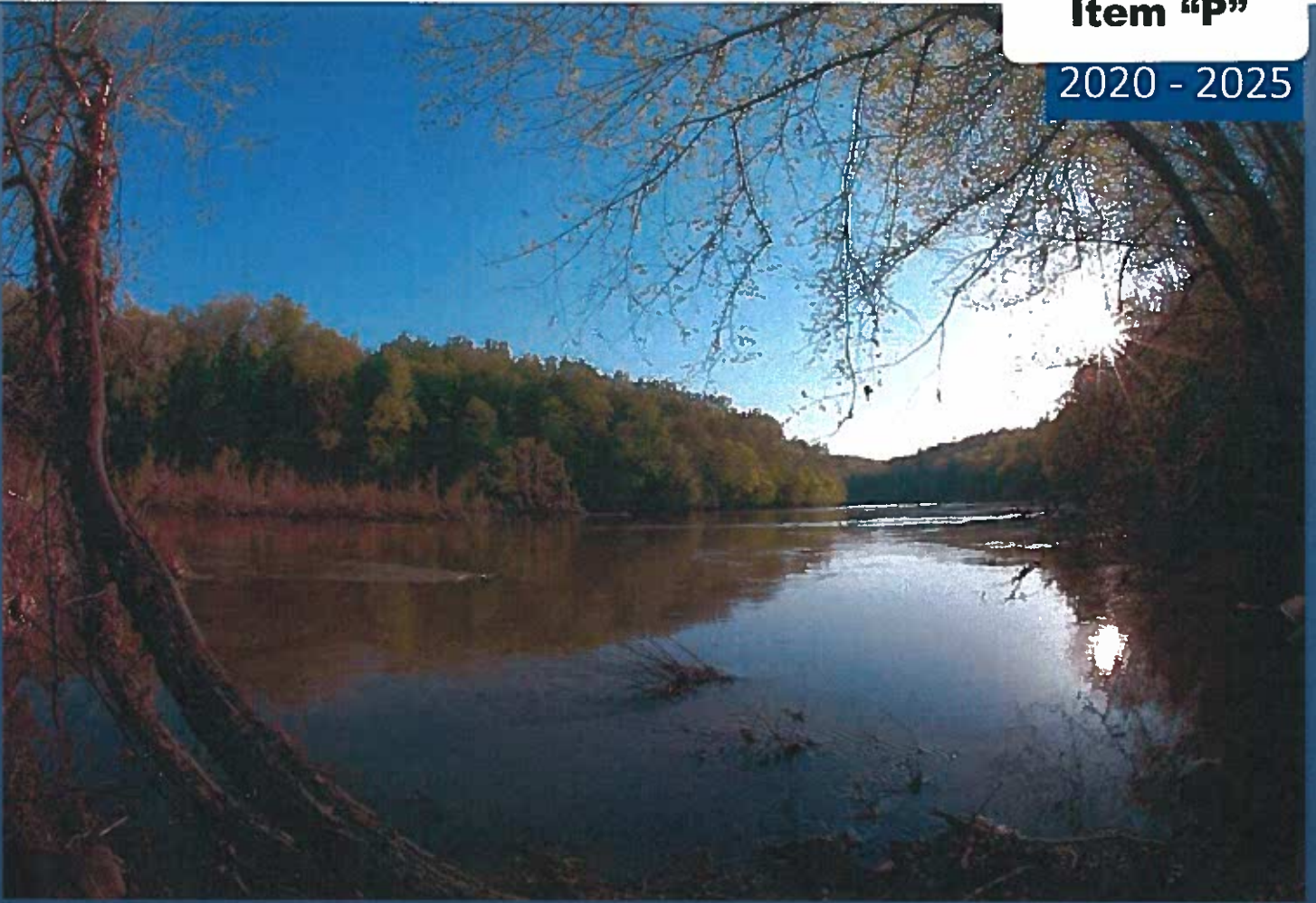
SECTION VII **EFFECTIVE DATE**

This ordinance shall take effect July 22, 2019.

BIG RAPIDS CHARTER TOWNSHIP
Rene Fountain, Clerk
14212 Northland Drive, Big Rapids, MI 49307
(231) 796-3603

Item “P”

2020 - 2025



Capital Improvement Plan

AMANDA WETHINGTON, PLANNING COMMISSION CHAIRPERSON
BRENT MASON, ZONING ADMINISTRATOR

Acknowledgements

Board of Trustees

William Stanek, Supervisor
Rene Fountain, Clerk
Penny Currie, Treasurer
Carman Bean
Jerry Everett
Tony Geib
Chris Merendino

Planning Commission

Amanda Wethington, Chair
Mark Sweppenheiser, Vice Chair
Carman Bean, Board Rep.
Zach Cook
Mary Davis
Bob Hampson
Gordon Oliver

Departments

James Tubbs, Fire Chief
Brandon Maneke, Cemetery and Grounds Manager
Brent Mason, Building and Zoning Department Manager
David Molnar, Road Committee Chair

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Introduction

A Capital Improvement Plan (CIP) is a multi-year planning instrument used to identify needs and financing sources for public infrastructure improvements. The purpose of a CIP is to facilitate the orderly planning of infrastructure improvements; to maintain, preserve, and protect the Big Rapids Charter Township existing infrastructure system; and to provide for the acquisition or scheduled replacement of equipment to ensure the efficient delivery of services to the community. The CIP is also utilized to ensure that capital improvements are fiscally sound and consistent with the goals and policies of the governing body and the residents of the community. A comprehensive CIP is an essential tool for the planning and development of the social, physical, and economic wellbeing of the community. This process is a necessary step in an organized effort to strengthen the quality of public facilities and services; provide a framework for the realization of community goals and objectives; and provide a sound basis on which to build a healthy and vibrant community. The CIP informs Big Rapids Charter Township residents and stakeholders on how the municipality plans to address significant capital needs over the next six years. The CIP can also influence growth because infrastructure can impact development patterns. Some of the many benefits that the CIP provides for the residents and stakeholders include:

- Optimize the uses of revenue
- Focus attention on community goals, needs, and capabilities
- Guide future growth and development
- Encourage efficient government
- Improve intergovernmental and regional cooperation
- Help maintain a sound and stable financial program
- Enhance opportunities for the participation in federal and/or state grant programs

The projects identified in the CIP represent the community's plan to serve residents and anticipate the needs of a dynamic community. Projects are guided by various development plans and policies established by the Township Board of Trustees, Planning Commission and Administration. Plans and policies include:

- Big Rapids Township Master Plan
- Goals and Objectives of the Board of Trustees
- Administrative Policies

Mission Statement

Preparation of the CIP is done under the authority of the Michigan Planning Enabling Act (PA 33 of 2008). The goal of the CIP should be to implement the master plan and to assist in the community's financial planning. The CIP is dynamic. Each year all projects included within the CIP are reviewed, a call for new projects is made, and adjustments are made to existing projects arising from changes in the amount of funding required, conditions, or time line. A new year of programming is also added each year to replace the year funded in the annual operating budget. The CIP program should continue to develop over time by adding features to gradually improve quality and sophistication. Greater attention shall be devoted to provide more detailed information about individual project requests, program planning, fiscal analysis, fiscal policies, and developing debt strategy.

CIP and Budget Process

The CIP plays a significant role in the implementation of a master plan by providing the link between planning and budgeting for capital projects. The CIP process precedes the budget process and is used to develop the capital project portion of the annual budget. Recommending approval of the CIP by the Planning Commission does not mean that they grant final approval of all projects contained within the plan. Rather, by recommending approval of the CIP, the planning commission acknowledges that these projects represent a reasonable interpretation of the upcoming needs for the community and that projects contained in the first year of the plan are suitable for inclusion in the upcoming budget. Priority rankings do not necessarily correspond to funding sequence. For example, a road widening project which is ranked lower than a park project may be funded before the park project because the road project has access to a restricted revenue source, whereas a park project may have to compete for funding from other revenue sources. A project's funding depends upon a number of factors—not only its merit, but also its location, cost, funding source, and logistics. Big Rapids Charter Township should strive to maximize resources by maintaining a balance between operating and capital budgets. A continuous relationship exists between the CIP and the annual budget. A direct link can be seen between the two documents, as there should be in a strategic planning environment. Budget appropriations lapse at the end of the fiscal year as the operating budget is funded with recurring annual revenues such as taxes, licenses, fines, user fees, and interest income.

Definition

For the purpose of developing a Capital Improvement Plan (CIP), the Township Board of Trustees has defined capital improvements as - facilities, structures, equipment, and improvements thereto having a useful life of at least five years and an acquisition cost of at least \$5,000.

CIP Process

The Planning Commission: reviews the policy, develops the project rating and weighting criteria, rates and weights project applications, conducts workshops (if necessary), reviews funding options, and presents the recommendation by bringing the CIP draft forward at the public hearing, receives public input, clarifies any issues, finalizes the ratings, adopts the plan, and makes recommendations to the Board of Trustees to consider incorporating funding for the first-year projects into the budget plan.

Board of Trustees: encouraged to use the CIP as a tool in the adoption of the annual budget process in accordance with the governing body goals and objectives.

Residents: encouraged to participate in plan development by working with various committees, at the planning commission workshops, the planning commission public hearings, and at the governing body's budget workshops and public hearings. As always, communication is open between residents, governing body representatives, planning commission members, and staff.

Project Analysis and Prioritization

Upon receiving requests from various Departments for capital improvement funding, the Planning Commission shall engage in a process of project prioritization utilizing the following review criteria:

1. Is the project needed to comply with local, state, or federal law.
2. Does the project reduce future costs.
3. Does the project implement provisions of the Master Plan.
4. Does the project deliver a level of service desired by community.
5. Will the project result in Economic Development.

Projects will be ranked on a scale from 1-5, with 1 being the highest priority and 5 being the lowest priority.

Capital Improvement Approval

While the Planning Commission will play an important role in developing a CIP, recommendations coming from the Planning Commission to the Board of Trustees are purely advisory in nature. It is the sole responsibility of the Board of Trustees to approve and adopt a CIP for any given year.

Table 1. Summary of Available Funds for each budget year.

	Budget Year					TOTAL	
	2020	2021	2022	2023	2024	2025	
CIP Funds Budgeted	\$1,050,000	\$600,000	\$600,000	\$1,250,000	\$600,000	\$600,000	\$4,700,000
Total CIP Request	\$825,000	\$615,000	\$502,000	\$1,115,000	\$1,095,000	\$2,450,000	\$6,602,000
Over/Under	\$225,000	(\$15,000)	\$98,000	\$135,000	(\$495,000)	(\$1,850,000)	(\$1,902,000)

Table 2. Summary of CIP requests for each budget year.

Budget Years CIP Forecast							
CIP Projects	Budget Year						TOTAL
	2020	2021	2022	2023	2024	2025	
Special Fund Items							
Fire Department				\$ 650,000			\$ 650,000
Roads	\$ 230,000	\$ 230,000	\$ 230,000	\$ 230,000	\$ 230,000	\$ 230,000	\$ 1,380,000
Sewer	\$ 320,000	\$ 90,000	\$ 75,000	\$ 40,000	\$ 30,000	\$ 30,000	\$ 585,000
Water					\$ 625,000	\$ 2,000,000	\$ 2,625,000
General Fund Items							
Cemetery	\$95,000	\$45,000	\$10,000	\$ 15,000	\$ 30,000	\$ 10,000	\$ 205,000
Clerk							\$ -
Elections							\$ -
Industrial Development							\$ -
Miscellaneous							\$ -
Parks		\$ 15,000	\$ 7,000				\$ 22,000
Streets	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 1,080,000
Street Lights							\$ -
Supervisor		\$ 55,000					\$ 55,000
Township Board							\$ -
Township Hall and Grounds							\$ -
Treasurer							\$ -
TOTAL GENERAL FUND	\$ 275,000	\$ 295,000	\$ 197,000	\$ 195,000	\$ 210,000	\$ 190,000	\$ 1,362,000
TOTAL	\$ 825,000	\$ 615,000	\$ 502,000	\$ 1,115,000	\$ 1,095,000	\$ 2,450,000	\$ 6,602,000

GENERAL FUND

The General Fund is the fund that is responsible for many of the daily operations of Big Rapids Charter Township. The fund has two major revenue sources: property tax and state shared revenue. Collectively, these two revenue items are responsible for 88% of General Fund income.

Projects marked with ** indicate multiple years of funding.

Projects marked with *** indicate project funding through multiple funds.

GENERAL FUND FISCAL YEAR 2020

Cost	Department	Rank	Description
\$ 15,000	Cemetery	2	Purchase new John Deere Gator to replace existing 2005 utility vehicle.
\$ 80,000	Cemetery	1	Renovate the Historic Cemetery Vault Building.
\$ 180,000	Streets***	1	Annual Road repair work.
\$ 275,000	TOTAL		

GENERAL FUND FISCAL YEAR 2021

Cost	Department	Rank	Description
\$ 10,000	Cemetery	2	Replace Zero-turn mower.
\$ 35,000	Cemetery	2	Purchase new Pick-up truck to replace 2005 GMC.
\$ 15,000	Parks	2	Replace Stairway to the river with a 20' landing along the riverbank.
\$ 55,000	Supervisor	3	Build Sidewalk from the High School to Aldi.
\$ 180,000	Streets***	1	Annual Road repair work.
\$ 295,000	TOTAL		

GENERAL FUND FISCAL YEAR 2022

Cost	Department	Rank	Description
\$ 10,000	Cemetery	2	Purchase a new zero-turn mower to replace 2013 Husqvarna.
\$ 7,000	Parks	4	Construct river overlook/fishing platform
\$ 180,000	Streets***	1	Annual Road repair work.
\$ 197,000	TOTAL		

GENERAL FUND FISCAL YEAR 2023

Cost	Department	Rank	Description
\$ 15,000	Cemetery	3	Repair Roads in Highland View Cemetery.
\$ 180,000	Streets***	1	Annual Road repair work.
\$ 195,000	TOTAL		

GENERAL FUND FISCAL YEAR 2024

Cost	Department	Rank	Description
\$ 30,000	Cemetery	4	Drainage Network for Cemetery.
\$ 180,000	Streets***	1	Annual Road repair work.
\$ 210,000	TOTAL		

GENERAL FUND FISCAL YEAR 2025

Cost	Department	Rank	Description
\$ 10,000	Cemetery	2	Replace Zero-turn mower.
\$ 180,000	Streets***	1	Annual Road repair work.
\$ 190,000	TOTAL		

FIRE DEPARTMENT FUND

The Big Rapids Township Fire Department provides Fire and Rescue services to the residents and visitors of Big Rapids Charter Township. The Fire Department responds to approximately 400 requests for service each year. The majority of the requests are for medical emergencies followed by vehicle accidents and other rescue related services. Structure fires have diminished significantly in the past decade due to improvements in building codes and other fire prevention related initiatives.

FIRE FUND FISCAL YEAR 2023

Cost	Department	Rank	Description
\$ 650,000	Fire Department	2	Purchase replacement for 1991 Ford Fire Engine
\$ 650,000	TOTAL		

ROADS AND STREETS

The Mecosta County Road Commission currently maintains all the public roadways in Big Rapids Charter Township. Township residents consistently rank roads and streets as their biggest concern. In 2015, the voters of Big Rapids Charter Township passed a millage request for 1.5 mills to provide for the repair and maintenance of the township roads. This millage generates approximately \$220,000 per year. The Township Board of Trustees also commits approximately \$180,000 from the general fund to supplement road repairs.

ROADS AND STREETS FISCAL YEAR 2020

Cost	Department	Rank	Description
\$ 230,000	Roads***	1	Annual Road repair work.
\$ 230,000	TOTAL		

ROADS AND STREETS FISCAL YEAR 2021

Cost	Department	Rank	Description
\$ 230,000	Roads***	1	Annual Road repair work.
\$ 230,000	TOTAL		

ROADS AND STREETS FISCAL YEAR 2022

Cost	Department	Rank	Description
\$ 230,000	Roads***	1	Annual Road repair work.
\$ 230,000	TOTAL		

ROADS AND STREETS FISCAL YEAR 2023

Cost	Department	Rank	Description
\$230,000	Roads***	1	Annual Road repair work.
\$230,000	TOTAL		

ROADS AND STREETS FISCAL YEAR 2024

Cost	Department	Rank	Description
\$230,000	Roads***	1	Annual Road repair work.
\$230,000	TOTAL		

ROADS AND STREETS FISCAL YEAR 2025

Cost	Department	Rank	Description
\$230,000	Roads***	1	Annual Road repair work.
\$230,000	TOTAL		

SEWER FUND

Big Rapids Charter Township provides a Wastewater Collection System to protect public health and preserve the aquatic environment, thereby enhancing the quality of life for area residents. The entire Wastewater system serves an eleven-square mile area, which encompasses three political entities. These three jurisdictions include Big Rapids Charter Township, the City of Big Rapids and Green Charter Township. Each of the three communities own and operate their own wastewater collection systems, including gravity sewers, pumping stations, and force mains. The City of Big Rapids owns and operates the Publicly-Owned Treatment Works (POTW), known as the Waste Water Treatment Plant (WWTP). Treatment agreements between the City of Big Rapids and the Townships allocate a specified portion of the trunk sewer and treatment plant capacity for use by the Townships. A population of approximately 20,000 is served by the wastewater collection and treatment system. The entire collection system consists of approximately 33 miles of gravity and force sewer mains, including 15 lift stations. Big Rapids Charter Township owns and operates 9 lift stations. The majority of Big Rapids Township users are institutional and commercial.

SEWER FUND FISCAL YEAR 2020

Cost	Department	Rank	Description
\$10,000	Sewer	2	Reline pipes and manholes at the Sheridan Lift Station.
\$10,000	Sewer	2	Repair 10 manholes.
\$300,000	Sewer	3	Engineering and Replacement of the Sheridan Lift Station.
\$320,000	TOTAL		

SEWER FUND FISCAL YEAR 2021

Cost	Department	Rank	Description
\$70,000	Sewer	2	Replace manholes on Northland Drive.
\$20,000	Sewer	2	Replace both pumps at the High School Lift Station.
\$90,000	TOTAL		

SEWER FUND FISCAL YEAR 2022

Cost	Department	Rank	Description
\$40,000	Sewer	2	Replace one pump at the Perry Street Lift Station.
\$30,000	Sewer	2	Add safety guards to lift stations
\$5,000	Sewer	4	Update Software.
\$75,000 TOTAL			

SEWER FUND FISCAL YEAR 2023

Cost	Department	Rank	Description
\$40,000	Sewer	2	Replace 2nd pump at the Perry Street Lift Station.
\$40,000 TOTAL			

SEWER FUND FISCAL YEAR 2024

Cost	Department	Rank	Description
\$30,000	Sewer	4	Replace one pump at the 14 Mile Road Lift Station.
\$30,000 TOTAL			

SEWER FUND FISCAL YEAR 2025

Cost	Department	Rank	Description
\$30,000	Sewer	4	Replace 2nd pump at the 14 Mile Road Lift Station.
\$30,000 TOTAL			

WATER FUND

The Water Fund is responsible for the operation and maintenance of the Township's Water Treatment Plant and the distribution lines from the plant. The Water Fund's major revenue source is the rates for usage currently collected from 5 customers, which does not cover costs. Since the Water Treatment Plant is underutilized and needs many additional customers to generate sufficient revenue, the Water Fund is in a deficit, and therefore cannot provide for capital outlay related to the water system.

WATER FUND FISCAL YEAR 2024

Cost	Department	Rank	Description
\$ 625,000	Water	5	Run Water Line from 18 Mile Road Water Plant to 19 Mile Road
\$ 625,000 TOTAL			

WATER FUND FISCAL YEAR 2025

Cost	Department	Rank	Description
\$ 2,000,000	Water	5	Run Water Line from 18 Mile Road Water Plant to Perry Street.
\$ 2,000,000 TOTAL			

APPROVAL PROCESS

Planning Commission Public Hearing for the 2020-2025 Capital Improvement Plan: Held on May 14, 2019 @ 7:30 p.m.

Planning Commission recommendation to the Board of Trustees: approved & accepted @ regular meeting, May 14, 2019.

The Township Board of Trustees action on the Capital Improvement Plan: _____

CAPITAL IMPROVEMENT PLAN PROJECT REQUESTS

Department	Account	Projected cost	Dept Rank	P.C. Rank	Sup. Rank	Overall Rank	Budget Year	Completion Date	Description / Justification
Fire Department	206-000-875	\$ 650,000	1	3	2	2	2023	12/31/2023	Replacement of 1991 Ford Engine. Vehicle age makes it difficult to maintain as few parts are available.
		\$ 650,000							
Supervisor	101-000-875	\$ 55,000	3	3	3	3	2021	9/1/2021	Build Sidewalk from the High School to Akl.
Roads	204-000-805	\$ 230,000	1	1	1	1	2020	9/1/2020	Annual Road repair work.
Roads	204-000-805	\$ 230,000	1	1	1	1	2021	9/1/2021	Annual Road repair work.
Roads	204-000-805	\$ 230,000	1	1	1	1	2022	9/1/2022	Annual Road repair work.
Roads	204-000-805	\$ 230,000	1	1	1	1	2023	9/1/2023	Annual Road repair work.
Roads	204-000-805	\$ 230,000	1	1	1	1	2024	9/1/2024	Annual Road repair work.
Roads	204-000-805	\$ 230,000	1	1	1	1	2025	9/1/2025	Annual Road repair work.
		\$ 1,380,000							
Sewer	590-000-875	\$ 10,000	2	2	1	2	2020		Retire pipes and manholes at Sheridan lift station.
Sewer	590-000-875	\$ 10,000	2	2	1	2	2020		Repair 10 manholes
Sewer	590-000-875	\$ 300,000	2	4	2	3	2020		Engineering and Replacement of the Sheridan lift station.
Sewer	590-000-875	\$ 70,000	2	2	2	2	2021		Replace manholes on Northland Drive.
Sewer	590-000-875	\$ 20,000	2	2	2	2	2021		Replace pumps at High School lift station.
Sewer	590-000-875	\$ 40,000	2	2	3	2	2022		Replace 1st pump at Perry Street lift station.
Sewer	590-000-875	\$ 30,000	2	4	3	2	2022		Add safety guards to lift stations.
Sewer	590-000-875	\$ 5,000	2	4	4	3	2022		Upgrade Software
Sewer	590-000-875	\$ 40,000	3	3	3	3	2023		Replace 2nd pump at Perry Street lift station.
Sewer	590-000-875	\$ 30,000	3	4	4	4	2024		Replace 1st pump at 14 Mile Road lift station.
Sewer	590-000-875	\$ 30,000	3	4	4	4	2025		Replace 2nd pump at 14 Mile Road lift station.
		\$ 585,000							
Water	591-000-875	\$ 625,000	5	5	5	5	2024	UTD	Add water lines from 18 Mile Road to 19 Mile Road.
Water	591-000-875	\$ 2,000,000	4	5	5	5	2025	UTD	Add water lines from 18 Mile Road to Perry Street.
		\$ 2,625,000							
Cemetery	101-278-875	\$ 15,000	1	2	2	2	2020	5/31/2020	Purchase new John Deere Gator to replace existing 2005 utility vehicle.
Cemetery	Special Fund	\$ 80,000	1	2	1	1	2020	12/31/2020	Renovate the Historic Cemetery Vault Building.
Cemetery	101-278-875	\$ 35,000	1	3	3	2	2021	12/31/2021	Purchase new truck. Replace 2005 GMC Pick-up truck (will be over 15 years old in 2021) which has reached its end of life.
Cemetery	101-278-875	\$ 10,000	1	2	3	2	2021	5/31/2021	Purchase new zero turn mower to replace 2013 Husqvarna. The mowers are a critical need in the daily maintenance of the cemetery.
Cemetery	101-278-875	\$ 10,000	1	2	3	2	2022	5/31/2022	Purchase new zero turn mower to replace 2018 Gravely. The mowers are a critical need in the daily maintenance of the cemetery.
Cemetery	101-278-875	\$ 15,000	3	3	2	3	2023	9/30/2023	Repair roads in Highland View Cemetery for normal maintenance of the cemetery.
Cemetery	101-278-875	\$ 30,000	3	5	5	4	2024	9/30/2024	Drainage network for cemetery. To resolve storm water issues that occur every spring with the property
Cemetery	101-278-875	\$ 10,000	1	2	3	2	2025	5/31/2025	Purchase new zero turn mower. The mowers are a critical need in the daily maintenance of the cemetery
		\$ 205,000							
Parks	101-751-875					0			
Parks	101-751-875	\$ 15,000	2	2	3	2	2021	9/1/2020	Replace existing slantway to the river with a 20' landing along the riverbank.
Parks	101-751-875	\$ 7,000	4	4	5	4	2022	9/1/2022	Construct river overlook/fishing platform.
		\$ 22,000							
Streets	101-446-875	\$ 180,000	1	1	1	1	2020	9/1/2020	Annual Road repair work.
Streets	101-446-875	\$ 180,000	1	1	1	1	2021	9/1/2021	Annual Road repair work.
Streets	101-446-875	\$ 180,000	1	1	1	1	2022	9/1/2022	Annual Road repair work.
Streets	101-446-875	\$ 180,000	1	1	1	1	2023	9/1/2023	Annual Road repair work.
Streets	101-446-875	\$ 180,000	1	1	1	1	2024	9/1/2024	Annual Road repair work.
Streets	101-446-875	\$ 180,000	1	1	1	1	2025	9/1/2025	Annual Road repair work.
		\$ 1,080,000							

TOTAL PROJECTED COSTS: ALL ACCI \$ 6,602,000